

政府總部  
發展局  
工務科

香港花園道美利大廈



Works Branch  
Development Bureau  
Government Secretariat

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本局檔號 Our Ref. DEVB(GLTM)202/9/1

來函檔號 Your Ref.

18 August 2010

Dear Mr WONG,

**Seminar on Proper Tree Management - 17 September 2010**

Greening, Landscape and Tree Management (GLTM) Section under the Development Bureau is actively promoting the message of proper tree care to professionals and general public.

We are going to organise a seminar on the topic of proper tree management in September 2010. You and your members / colleagues are cordially invited to attend the seminar. Details of the seminar are as follows –

Title : Seminar on Proper Tree Management  
Date : 17 September 2010, Friday  
Time : 2:00 pm to 5:00 pm (Registration starts at 1:30 pm)  
Venue : Lecture Hall, Hong Kong Science Museum, 2 Science Museum Road, Tsimshatsui East, Kowloon, Hong Kong.  
Language : Cantonese with powerpoint in Chinese/English  
Outline of Content :  
◇ Introduction to Tree Management  
◇ Proper Practices in Tree Maintenance  
◇ Tree Preservation and Protection in Works Area  
◇ Tree Risk Assessment

I should be grateful if you can disseminate the above information to your members / staff / colleagues. For those are interested in joining the above seminar, please kindly complete and return the attached reply slip by **3 September 2010**. You may like to contact me at 2848 2329 for more details.

Yours faithfully,

(Miss Vanessa Wong)

for Head/Tree Management Office

Greening, Landscape and Tree Management Section



To: Greening, Landscape and Tree Management Section  
Fax no.: 2186 6932 or by e-mail: [gltns@devb.gov.hk](mailto:gltns@devb.gov.hk)  
(Attn: Miss Vanessa Wong)

**Reply Slip**

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Date: 17 September 2010, Friday

Time: 2:00 pm to 5:00 pm

Venue: Lecture Hall, Hong Kong Science Museum, 2 Science Museum Road,  
Tsimshatsui East, Kowloon, Hong Kong.

Full Name	_____	(English)
	_____	(Chinese)
Post Title	_____	
Organisation	_____	
Tel no.	_____	
Fax no.	_____	
Email address	_____	