



• Fax Transmission •

Date : 26 May 2016
To : All HKCA Members
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Fax : By Mass Fax
From : Angel Chiu
Our Ref : 0200025118

Dear Members,

Briefing on How to Properly Handle Industrial Summonses and Subsequent Issues

Construction companies are often faced with unnecessary prosecutions following a Labour Department inspection or an industrial accident. This talk will explain common regulatory or industrial offences, means to properly handle such summonses and potential effects of site accident on the projects. Sr Phyllis So, Legal Director, Ms Stephanie Lau, Senior Associate and Ir Edmund Chau, Associate from Clyde & Co are the speakers for the seminar. This talk is targeted at contractor employees such as site safety officers who need to deal with or tackle site safety issues as well as the management of construction companies who would want to have a safe working environment so as to ensure that they can focus on timely completion of their projects.

The details of the Briefing Session are as below:

Date : 28 June 2016 (Tuesday)
Venue : 1 /F Conference Room, HKCA
180-182 Hennessy Road, Wanchai, Hong Kong
Time : 2:30pm-4:30pm
Language : Cantonese with Presentation Materials in English
Fee : HK\$ 200-

Interested members please **COMPLETE THE REGISTRATION AT EVENT SECTION OF MEMBER'S AREA of HKCA WEBSITE: <http://www.hkca.com.hk> before 24 June 2016** and mail a cheque payable to "The Hong Kong Construction Association, Ltd" (Attn. to Ms Fung Wong). An online registration tutorial is enclosed with this notice. Please feel free to contact Ms Fung Wong at 3978 8422 or Ms Angel Chiu at 3978 8413 for enrolment queries.

Yours sincerely,

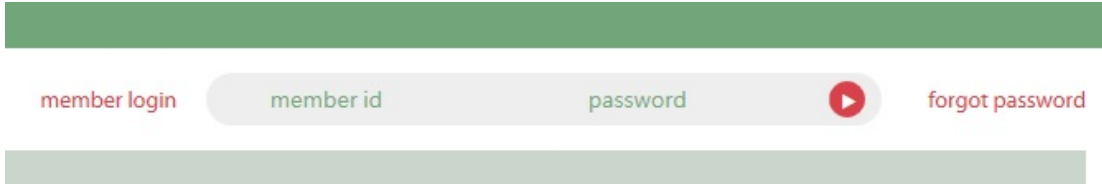
Thomas TSE
Chief Executive
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TUTORIAL FOR ONLINE EVENT REGISTRATION

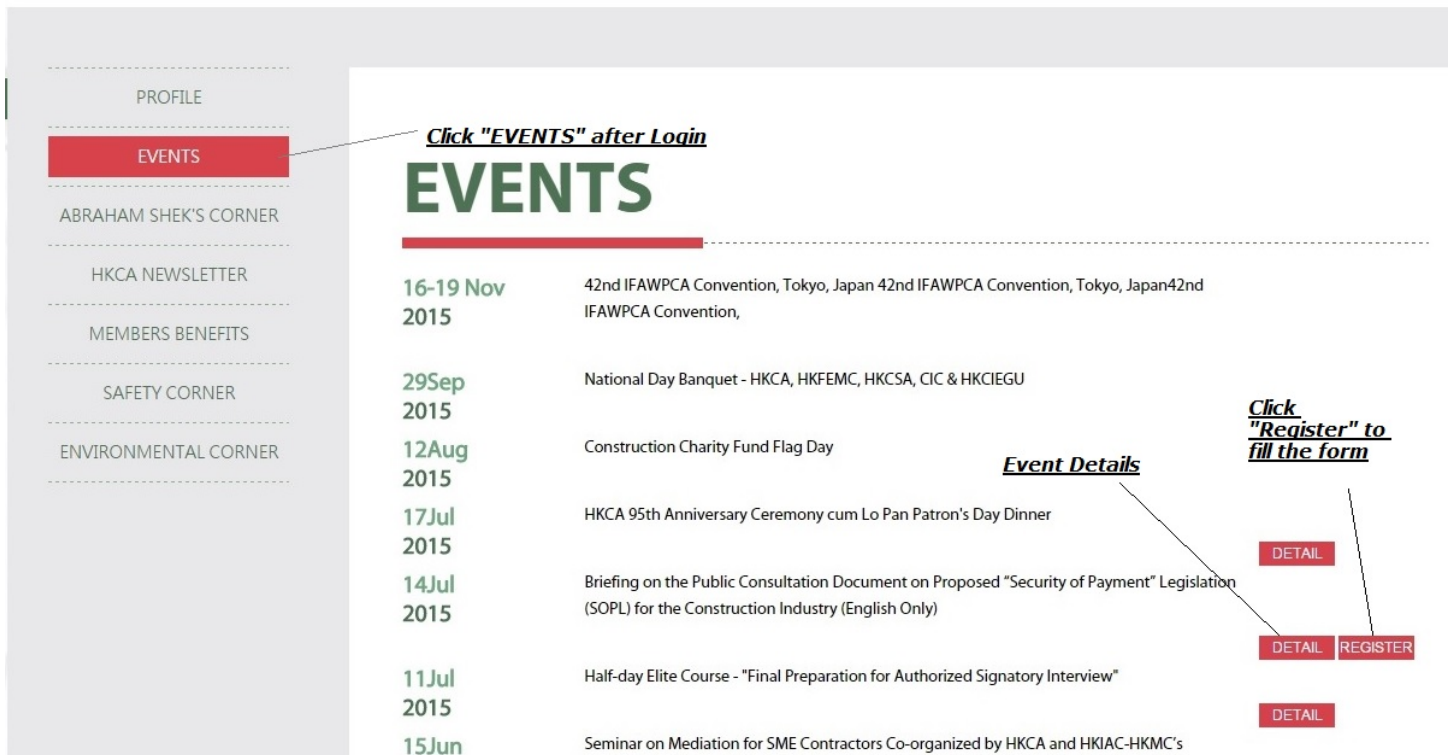
HKCA Website: <http://www.hkca.com.hk>

1. Login to Members' Area (Right Top Corner)

Member ID: HKCA Member No



2. Click "EVENTS" after login, you will see "DETAILS" and "REGISTER"



3. Fill in the Events Registration Form



4. A confirmation email will send to the party who has successfully enrolled