

Professional Workshops on Data Protection Enrolment Form – OCTOBER (Closing date for application: 18 September 2013)

Procedure for Enrolment

1. Please refer to the timetable on www.pcpd.org.hk/english/activities/workshop.html to check whether the preferred class is still available.
2. Email the completed enrolment form to workshop@pcpd.org.hk before the closing date.
3. Receive notification from us by email or by phone in a week after the closing date. Please **DO NOT send cheque payment until you are notified of the enrolment status.**
4. Send a crossed cheque (with your full name at the back) payable to “Privacy Commissioner For Personal Data” together with the original enrolment form by post to Manager (Corporate Communications), Office of the Privacy Commissioner for Personal Data, 12/F, 248 Queen’s Road East, Wanchai, Hong Kong.
5. The PCPD will send you a confirmation email upon receipt of the full payment.
6. Enquiry: Please e-mail to workshop@pcpd.org.hk.

Applicant’s Information

Full Name: _____ Email: _____

Organisation Name: _____ Position: _____

Contact Person (if any): _____ Telephone: _____
(for sending official receipt)

Mailing Address: _____

Supporting organisation you belong/your organisation belongs to: _____
(For the list of the supporting organisations, please visit www.pcpd.org.hk/english/activities/workshop.html.)

PCPD internal use only
Verified by CCD:

You are required to provide the information on the form for the PCPD’s handling of your enrolment in the workshop(s). If you wish to access and correct your personal data held by us, please contact Manager (Corporate Communications) at 12/F, 248 Queen’s Road East, Wanchai, Hong Kong.

Course Details

Venue: Conference Room, the PCPD, Room 1301, 13/F, 248 Queen’s Road East, Wanchai

Medium of Instruction: Cantonese

Please select the course(s) (Tick as appropriate):

	Date	Time	Course Code	Course	Standard Fee	Discounted Fee
<input type="checkbox"/>	2 Oct	2:15pm-5:15pm	DM-46	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	3 Oct	9:30am-12:30pm	HR-22	Data Protection in Human Resource Management#	\$500	\$400
<input type="checkbox"/>	9 Oct	9:30am-12:30pm	IT-14	Data Protection in Internal IT Management	\$500	\$400
<input type="checkbox"/>	11 Oct	9:30am-12:30pm	DAR-23	Data Protection and Data Access Request#*	\$500	\$400
<input type="checkbox"/>	16 Oct	2:15pm-5:15pm	DM-47	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	22 Oct	9:30am-12:30pm	CPD-28	Legal Workshop on Data Protection*	\$500	\$400
<input type="checkbox"/>	28 Oct	9:30am-12:30pm	INS-15	Data Protection in Insurance#*	\$500	\$400

All the course materials are in English.

** Accreditation by the Law Society of Hong Kong is being sought.*

3 CPD points will be awarded under the Insurance Intermediaries Quality Assurance Scheme.

I require/ do not require these CPD points.

Continued on next page

Payment

After you are notified of the enrolment status, please complete this part and send the original form with the cheque payment to the PCPD.

Cheque No.: _____ Amount: _____ Bank: _____

Issue official receipt to: (please tick as appropriate) applicant's name organisation name

Please read the important notes and check the box below before submitting the form.

1. Each applicant should complete a separate enrolment form.
2. The PCPD will not accept any changes or alterations after the payment has been processed.
3. Application will be accepted on a first-come-first-served basis.
4. No refund will be made unless the workshop is cancelled by the PCPD.
In the event of cancellation, the only liability of the PCPD is to refund all the fees paid.
5. Members of the supporting organisations are entitled to a 20% discount on the fee. Confirmation of the enrolment is subject to verification of membership.

I have read and understood the important notes above.

Date of Submission: _____

Professional Workshops on Data Protection Enrolment Form – NOVEMBER (Closing date for application: 22 October 2013)

Procedure for Enrolment

1. Please refer to the timetable on www.pcpd.org.hk/english/activities/workshop.html to check whether the preferred class is still available.
2. Email the completed enrolment form to workshop@pcpd.org.hk before the closing date.
3. Receive notification from us by email or by phone in a week after the closing date. Please **DO NOT send cheque payment until you are notified of the enrolment status.**
4. Send a crossed cheque (with your full name at the back) payable to “Privacy Commissioner For Personal Data” together with the original enrolment form by post to Manager (Corporate Communications), Office of the Privacy Commissioner for Personal Data, 12/F, 248 Queen’s Road East, Wanchai, Hong Kong.
5. The PCPD will send you a confirmation email upon receipt of the full payment.
6. Enquiry: Please e-mail to workshop@pcpd.org.hk.

Applicant’s Information

Full Name: _____ Email: _____

Organisation Name: _____ Position: _____

Contact Person (if any): _____ Telephone: _____

(for sending official receipt)

Mailing Address: _____

Supporting organisation you belong/your organisation belongs to: _____
(For the list of the supporting organisations, please visit www.pcpd.org.hk/english/activities/workshop.html.)

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Course Details

Venue: Conference Room, the PCPD, Room 1301, 13/F, 248 Queen’s Road East, Wanchai

Medium of Instruction: Cantonese

Please select the course(s) (Tick as appropriate):

	Date	Time	Course Code	Course	Standard Fee	Discounted Fee
<input type="checkbox"/>	5 Nov	2:15pm-5:15pm	BF-32	Data Protection in Banking/Financial Services*	\$500	\$400
<input type="checkbox"/>	6 Nov	9:30am-12:30pm	ICT-7	Latest ICT and Data Protection	\$500	\$400
<input type="checkbox"/>	7 Nov	2:15pm-5:15pm	DM-48	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	13 Nov	2:15pm-5:15pm	DM-49	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	19 Nov	2:15pm-5:15pm	CPD-29	Legal Workshop on Data Protection*	\$500	\$400
<input type="checkbox"/>	26 Nov	2:15pm-5:15pm	DAR-24	Data Protection and Data Access Request#*	\$500	\$400

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I require/ do not require these CPD points.

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I have read and understood the important notes above.

Date of Submission: _____

Professional Workshops on Data Protection Enrolment Form – DECEMBER (Closing date for application: 18 November 2013)

Procedure for Enrolment

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3. Receive notification from us by email or by phone in a week after the closing date. Please **DO NOT send cheque payment until you are notified of the enrolment status.**
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6. Enquiry: Please e-mail to workshop@pcpd.org.hk.

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Course Details

Venue: Conference Room, the PCPD, Room 1301, 13/F, 248 Queen’s Road East, Wanchai

Time: 2:15pm - 5:15pm

Medium of Instruction: Cantonese

Please select the course(s) (Tick as appropriate):

	Date	Course Code	Course	Standard Fee	Discounted Fee
<input type="checkbox"/>	2 Dec	BF-33	Data Protection in Banking/Financial Services*	\$500	\$400
<input type="checkbox"/>	3 Dec	INS-16	Data Protection in Insurance#*	\$500	\$400
<input type="checkbox"/>	5 Dec	DM-50	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	9 Dec	IT-15	Data Protection in Internal IT Management	\$500	\$400
<input type="checkbox"/>	11 Dec	DM-51	Data Protection in Direct Marketing Activities#*	\$500	\$400
<input type="checkbox"/>	12 Dec	CPD-30	Legal Workshop on Data Protection*	\$500	\$400

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5. Members of the supporting organisations are entitled to a 20% discount on the fee. Confirmation of the enrolment is subject to verification of membership.

I have read and understood the important notes above.

Date of Submission: _____