



## Well-being and Stress Management in the Workplace (Interactive workshop)

The Hong Kong Institute of CPAs and CABA (the benevolent association for members of the ICAEW) work together to offer information seminars and interactive workshops for members.

Aims of the programme

- To understand what stress is, and the impact on business.
- To recognise the causes, signs and symptoms of stress.
- To consider ways in which we can minimise the effects of stress.

### Interactive workshop

This in-depth interactive workshop serves as preventive training for members who wish to understand stress and minimise the effects of stress in order to enhance their well-being and performance. The knowledge acquired may also help participants to enhance the well-being and performance of their staff who experience stress.

### Information seminar

An information seminar will be offered in June 2010. See separate flyer for details.

### Speakers' / Trainers' profiles

We have a series of professionally qualified speakers trained by CABA on their stress management and well-being programme for Chartered Accountants with local adaptation to suit Hong Kong's environment and cases. Our passionate and experienced speakers/ trainers include:-

**Dr. Harry Wong**, *FCCA, MAcc, Certified NLP\* Master Coach & Trainer*

**Ms. Regine Yuen**, *BA(Hons), MSc, Family and Marriage Therapy*

**Mr. Alan Hong**, *FCCA, CWM™, MBA, BEcon*

### About the Hong Kong Institute of CPAs

The Hong Kong Institute of CPAs is the only body authorized by law to register and grant practising certificates to Certified Public Accountants in Hong Kong. The Institute has more than 28,000 members and 13,000 registered students. Members of the Institute are entitled to the description Certified Public Accountant and to the designatory letters CPA.

The Institute works in the public interest and it has wide-ranging responsibilities, including assuring the quality of entry into the profession through its postgraduate CPA Qualification Programme and promulgating financial reporting, auditing and ethical standards in Hong Kong. The Institute has responsibility for regulating and promoting efficient accounting practices in Hong Kong to safeguard its leadership as an international financial centre.

### About CABA

CABA (Chartered Accountants Benevolent Association) was set up in 1886 by Chartered Accountants to help members of the Institute of Chartered Accountants in England and Wales (ICAEW). As a world-class professional accountancy body, the ICAEW provides leadership and practical support to over 132,000 members in 165 countries, working with government, regulators and industry to maintain the highest standards. CABA can help members and their families in many ways, aiming to provide practical and emotional support as well as financial assistance. CABA is currently working towards expanding its services, supporting members around the world.

# Well-being and Stress Management in the Workplace

## (Interactive workshop)

### About the programme

- The impact of stress on professional accountants in Hong Kong.
- What is stress? Explore the differences between stress and pressure.
- Are you stressed?
- Signs and symptoms of stress and effects.
- The performance curve – the effect of stress on performance.
- Identifying burnout.
- Identifying individual causes of stress at work and at home.
- What can be done in the workplace to minimise the effects of stress?
- What can be done by individuals to minimise the effects of stress?
- Group work – identifying practical changes to help deal with stress.
- Building resilience to stress – a healthy body deals better with stress.
- Further sources of support.

Programme code	Date	Time	Language	Speaker <sup>^</sup>
W100629F	Tuesday, 29 June 2010	6:30 p.m. – 9:30 p.m.	Cantonese	Ms. Regine Yuen
W100708F	Thursday, 8 July 2010	6:30 p.m. – 9:30 p.m.	English	Dr. Harry Wong
W100816F	Monday, 16 August 2010	6:30 p.m. – 9:30 p.m.	Cantonese	Mr. Alan Hong

<b>Venue</b>	Hong Kong Institute of CPAs Training Centre, 27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong.
<b>Competency</b>	Values, Ethics and Attitudes*
<b>Rating</b>	General* - CPD activities of extra-curricular knowledge, i.e. non-technical/ non-soft skills.
<b>Enrolment fee</b>	Free of charge for HKICPA member or student; and IA / HKIAAT's member or student; and ICAEW member or student; with a deposit of HK\$750 <sup>#</sup> per participant, refundable on completion of the workshop.
<b>Target audience</b>	Members who wish to learn about the causes and effects of their stress and how it may be managed, in order to enhance their well-being and performance.
<b>CPD credit</b>	3 hours

\* Please refer here for descriptions of other competencies and ratings.

<sup>#</sup> The deposit will only be refunded if the participant completes the event. Otherwise the deposit will be forfeited.

<sup>^</sup> Please note that the speakers / trainers are subject to change without prior notice.

Important: This interactive workshop is designed to provide an opportunity for participants to learn about the causes and management of stress, and to share and discuss their stress and the causes in a group setting. The workshop is not designed for people currently experiencing acutely stressful situations who should seek independent advice from qualified health professionals.

