



# 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, FCPA, MAcc, Certified NLP\* Master Coach & Trainer

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

Mr. Alan Hong, FCPA, CWM<sup>™</sup>, 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 professional 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.

Disclaimer: These events and the related materials are intended to provide general information and guidance on the subject concerned. Examples, activities and materials used in the events are for illustrative purposes only. Participants in the events and users of the materials should seek the independent advice of qualified health professionals if they have any concerns over stress-related illnesses and psychological conditions. The Hong Kong Institute of Certified Public Accountants, Chartered Accountants' Benevolent Association, the speaker(s) and trainers and the firms or organisation(s) they represent take no responsibility for any errors or omissions in, or for any loss and damage suffered by individuals or companies due to the use of the material(s) and participation in the events.

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Participants attend the events at their own risk. No claims, actions or legal proceedings in connection with the events and the course materials shall be brought by any individuals or companies against the Hong Kong Institute of Certified Public Accountants, Chartered Accountants' Benevolent Association, the speaker(s), the trainer(s) and the firm(s) or organisation(s) that they represent, who shall not be liable for any loss and damage suffered by anyone in connection with the events and the course materials whether as a result of negligence, recklessness, wilful default or any other cause whatsoever.





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(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 ^
W100629F	Tuesday,	, 29 June 2010	6:30 p.m. – 9:30 p.m.	Cantonese	Ms. Regine Yuen
W100708F	Thursda	y, 8 July 2010	6:30 p.m. – 9:30 p.m.	English	Dr. Harry Wong
W100816F	Monday	v, 16 August 2010	6:30 p.m. – 9:30 p.m.	Cantonese	Mr. Alan Hong
Venue		5 5	ute of CPAs Training Cei d East, Wanchai, Hong I		Chung House,
Competency		Values, Ethics and	d Attitudes*		
Rating		General* - CPD a i.e. non-technical	ctivities of extra-curricul / non-soft skills.	ar knowledge,	
Enrolment fee	e	and IA / HKIAAT's and ICAEW mem	HK\$750 <sup>#</sup> per participan		on completion
Target audien	ice		ish to learn about the ca be managed, in order to		
CPD credit		3 hours			

<sup>\*</sup> Please refer here for descriptions of other competencies and ratings.

<sup>&</sup>lt;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.

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