

IFAC Small and Medium Practices Forum 2009 (Beijing, China)

The Forum is hosted by the International Federation of Accountants (“IFAC”) and co-hosted by the Chinese Institute of Certified Public Accountants and the Confederation of Asian and Pacific Accountants. The Institute is one of the sponsors for this Forum.

The Institute will form a delegation comprising mainly Small and Medium Practitioners to attend the Forum. Delegates are able to meet with their counterparts from different countries and explore business opportunities

Date	28 October 2009 (Wednesday)
Time	8 a.m. - 10 p.m. (networking cocktail and dinner will follow after the Forum)
Venue	Grand Hyatt Beijing (北京東方君悅大酒店) Beijing Oriental Plaza, 1 East Chang An Avenue, Beijing, China.
Overview	<p>Regional and national accountancy bodies, standard setters and other interested parties will discuss the challenges and the opportunities facing small-and-medium-sized practitioners (“SMPs”) and small-and-medium-sized entities (“SMEs”), especially those in Asia. The Forum will have the following objectives:</p> <ul style="list-style-type: none"> • Discuss how best to accommodate SMEs / SMPs issues in the setting of standards for auditing and assurance, accounting and ethics; • Consider how SMPs should adapt in the face of economic turbulence and lay the foundations for sustainable growth; • Discuss how SMPs can better help the SMEs sector prosper; • Contribute to key IFAC SMP Committee (“SMPC”) initiatives aimed at sustaining and strengthening SMPs, including implementation support, a practice management guide, information sharing and networking; • Identify other priorities for action by the IFAC SMPC; and • Facilitate networking and dialogue between relevant interest parties.
Language	English (with simultaneous interpretation into Putonghua)
Delegation size	around 20 persons
Fee	<p>HK\$300</p> <ul style="list-style-type: none"> • No registration fee for the Forum. Delegates can enjoy the breakfast, refreshments, buffet lunch, evening cocktail and networking dinner. (Enrolment to the Forum should be via the Institute). • Delegates should make their own arrangements for airtickets, hotel accommodation and airport transfers which can also be booked via the Institute with additional charges. Please refer to the details in the enrolment form.
CPD credit hour	7.5 hours
Enrolment deadline	<p>28 August 2009 ← Extended to 11 September 2009</p>

Please refer to the tentative programme rundown overleaf for more information. **Acceptance** is on a first-come-first-served basis for HKICPA members. An email confirmation on enrolment will be issued to participants latest by 5 October 2009.

Payment & Enrolment Status Enquiry

Tel: 2287 7381
Email: finance@hkipa.org.hk

Event Information Enquiry

Tel: 2287 7067 / 008
Email: mcs.scm@hkipa.org.hk

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Time/Session	Programme (Tentative)
08:00 – 09:00	Registration and Collection of Materials Breakfast will be served
Session 1	Opening Session: Setting the Scene
	Chair: <i>Sylvie Voghel, IFAC SMP Committee Chair, CGA - Canada</i>
09:00 – 09:10	Forum's Aims and Objectives <i>Sylvie Voghel, IFAC SMP Committee Chair, CGA - Canada</i>
09:10 – 09:15	Welcome from Guest of Honor <i>Dr. Wang Jun, Vice Minister of Finance, China</i>
09:15 – 09:40	IFAC's Role for SMPs and SMEs <i>Robert L. Bunting, IFAC President, American Institute of Certified Public Accountants ("AICPA")</i>
09:40 – 09:55	An Overview of CICPA's SMPs/SMEs Activities <i>Liu Zhongli, President, Chinese Institute of Certified Public Accountants ("CICPA")</i>
09:55 – 10:10	An Overview of CAPA's SMPs/SMEs Activities <i>Kamlesh Vikamsey, President, Confederation of Asian and Pacific Accountants ("CAPA")</i>
10:10 – 10:40	Break
Session 2	Ensuring International Standards are Relevant to SMPs/SMEs: Panel Discussion
10:40 – 12:30	Chair: <i>Robin Jarvis, IFAC SMP Committee Member, Association of Chartered Certified Accountants</i> Accounting: To be determined Auditing and Assurance: <i>Phil Cowperthwaite, International Auditing and Assurance Standards Board Member, Canadian Institute of Chartered Accountants</i> Ethics: <i>Jens Poll, Deputy Chair, IFAC SMP Committee Member, Institut der Wirtschaftspruefer in Deutschland e.V.</i>
12:30 – 13:30	Buffet Lunch
Session 3	SMPs Adapting to the Economic Turbulence and Laying Foundations for Sustainable Growth: Panel Discussion
13:30 – 14:45	Chair: <i>Dr. Chen Yugui, Secretary General, CICPA</i> Panelists: <i>Giancarlo Attolini, IFAC SMP Committee Member, Consiglio Nazionale dei Dottori Commercialisti e Degli Esperti Contabili</i> <i>Dr. Anthony Tyen, Anthony Tyen & Co., ACCA Council Member</i> <i>Albert Au, IFAC SMP Committee Member, Hong Kong Institute of Certified Public Accountants</i> <i>Anthony Ariganello, Chief Executive, CGA-Canada</i>
Session 4	IFAC Support for SMPs
14:45 – 15:45	Chair: <i>Brian Bluhm, IFAC SMP Committee Member, AICPA</i> Guides: <i>Bernard Scicluna, IFAC SMP Committee Member, Malta Institute of Accountants</i> Web-based Resources: <i>Alex Hilman, IFAC SMP Committee Member, Institute of Certified Public Accountants in Israel</i>
15:45 – 16:15	Break
Session 5	Role of SMPs in Providing Business Support to SMEs
16:15 – 17:30	Chair: <i>Professor In-Ki Joo, Deputy President, CAPA</i> Panelists: <i>David Chitty, IFAC SMP Committee Member, Institute of Chartered Accountants in England and Wales</i> <i>Stuart Black, IFAC SMP Committee Member, Institute of Chartered Accountants in Australia</i> <i>Paul MP Chan, Legislative Councillor (Accountancy), Hong Kong Special Administrative Region</i> <i>Chen Jianshen, Ascenda Certified Public Accountants LTD., CICPA Council Member</i>
17:30 – 17:40	Concluding Remarks <i>Sylvie Voghel, IFAC SMP Committee Chair, CGA - Canada</i>
19:00 – 22:00	Cocktail Reception and Dinner



IFAC Small and Medium Practices Forum 2009
(Beijing, China • 28 October 2009)

(MCS-1 Event Code : SMPLP091028)

Enrolment Deadline: 28 August 2009 11 September 2009

FOR OFFICE USE

Seq. no.: _____
Handle by: _____

Please allow 4 days to process your application and payment. You can check your enrolment status at "My CPA" at www.hkicpa.org.hk. Unsuccessful enrolment will be notified by 5 October 2009 with full refund.

For Forum registration + Delete as appropriate

* Must complete

⁴ For airtickets and hotel reservation

(One form for one participant, please "✓" as appropriate)

Complete the form in **English** and **BLOCK LETTERS**

Personal Details

Name ^{Δ#} (Mr. / Mrs. / Ms.) + :	_____	Name (中文姓名) ^Δ :	_____
Date of Birth ^Δ :	_____	PRC Re-entry Permit/Passport No. ^{+Δ} :	_____
HKICPA Membership No.* :	_____	Position [#] :	_____
Telephone [#] :	_____	Fax [#] :	_____
Email ^{#*} :	_____	Mobile* :	_____
Address [#] :	_____		

Attending the networking cocktail and dinner

Please ✓ to indicate your attendance:-

Evening reception

Dinner

Special dietary requirements for dinner:

Vegetarian

Others, please specify _____

Airtickets, Coach Transfer and Hotel Accommodation Requirements

	Participation Fee (a)+(b)+(c)+(d)	Airtickets ¹ (a)	Coach transfer ² (b)	Hotel ³ accommodation (c)	Administrative fee ⁴ (d)	Hotel accommodation			
						Grand Room		Smoking Floor	Non-smoking Floor
						Single Room	Double Room		
<input type="checkbox"/>	HK\$300	x	x	x	\$300				
<input type="checkbox"/>	HK\$2,000	x	x	\$2,000	Waive of \$300	x	✓ [#]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	HK\$3,700	x	x	\$3,700		✓	x	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	HK\$4,450	\$2,200	\$250	\$2,000		x	✓ [#]	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	HK\$6,150	\$2,200		\$3,700		✓	x	<input type="checkbox"/>	<input type="checkbox"/>

If you prefer to have a double room and share with other delegates, please provide his/her name: _____(Mr./Mrs./Ms.)+. In case there are no delegates to share a double room with you, we will reserve a single room for you at an additional charge of HK\$1,700.

For more details, please refer to the notes overleaf.

Participation Fee

Participation fee:	<input type="checkbox"/> HK\$300	<input type="checkbox"/> HK\$2,000	<input type="checkbox"/> HK\$3,700	<input type="checkbox"/> HK\$4,450	<input type="checkbox"/> HK\$6,150
Payment by:	<input type="checkbox"/> Cheque no.: _____ (Bank: _____) <input type="checkbox"/> Visa / Master Card				
For payment by credit card, please fill in the following:	Card no.:				
Cardholder's Name: (Please print) Date:	Card Expiry Date (month/year): Cardholder's Signature:				
Cheque should be made payable to "Hong Kong Institute of Certified Public Accountants"	FOR OFFICE USE				
	Auth. code no.	Handled by	Date		

Notes:

1. Round-trip airtickets : Group tickets of DragonAir :
27 October 2009 : Hong Kong → Beijing (KA996 16:45 – 20:05); **29 October 2009** : Beijing → Hong Kong (KA907 10:00 – 13:45). Delegates may not be able to enjoy the group rate if less than 10 delegates subscribe to the same flight schedule. In such case, delegates will be required to pay for an additional charge of HK\$1,430.
2. Coach transfer :
27 October 2009 : Beijing Capital International Airport → Grand Hyatt Beijing.
29 October 2009 : Grand Hyatt Beijing → Beijing Capital International Airport.
3. Hotel accommodation : Grand Hyatt Beijing, Beijing Oriental Plaza, 1 East Chang An Avenue, Beijing, China. For more information, please visit: <http://beijing.grand.hyatt.com> (hotel),
<http://beijing.grand.hyatt.com/hyatt/hotels/services/maps/index.jsp?icamp=propMapDirections> (transfer).
Room rate includes:
 - ✧ **one breakfast** on 29 October 2009. For information, a complimentary breakfast will be served at the forum on 28 October 2009.
 - ✧ **two nights of a standard room (“Grand Room”)** on 27 and 28 October 2009 at HK\$3,700 (single room) / HK\$2,000 (double room) per person including 15% surcharge. Delegates may be required to pay an additional fee at around HK\$525/night if the Grand Rooms are fully booked. In such case, we will reserve the next category of rooms available. Booking of double/smoking/non-smoking rooms are also not guaranteed.
 - ✧ **broadband connection** for one IP address in the delegates’ rooms.Hotel check-in time is after 2:00 p.m.; check-out time is before 12:00 noon.
4. The Institute charges an administrative fee of HK\$300 to delegates who have their own travelling and accommodation arrangements.
5. Delegates should ensure that they have a valid PRC Re-entry Permit (回鄉卡) or Passport for at least 6 months. China Visa is required to all the overseas passport holders. Regarding the Visa application details, please visit www.ctshk.com/zhengjian/gangao.htm or contact China Travel Services (Hong Kong) Limited (香港中國旅行社) at tel.: 2851 1700 / 2998 7888.
6. Participation fee does not include visa fee, insurance and other personal expenses (e.g. miscellaneous and telephone calls) etc.
7. Enrolments are accepted on a first-come-first-served basis for HKICPA members. No telephone reservation will be accepted.
8. Full payment must be made before an application will be processed.
9. No refund will be made for cancellation after payment has been received by the Institute and in case of any no-show or early check-out of hotel accommodation.
10. Confirmation will be issued by email to delegates by 5 October 2009. If you do not receive it by then, please contact Member & Corporate Services Department at telephone no.: 2287 7067 / 008.
11. IFAC, the event Organiser, reserves the right to change the venue, date, speaker of the event due to unforeseen circumstances.

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