

Financial Practitioners FinTech Training Programme 2022 **Webinars Series**

Guides and Notes for the Applicants

You are required to:

- Read this Guides and Notes related to the Financial Practitioners FinTech Training Programme 2022– Webinars Series before submitting your application.
- Contact Hong Kong Cyberport Management Company Limited (“HKCMCL”) by email fp@cyberport.hk when you have any enquiries about the application.

1 Introduction

- 1.1 The Financial Services and the Treasury Bureau (“FSTB”) has commissioned Cyberport to launch the Financial Practitioners FinTech Training Programme 2022 – Webinar Series, with a view to deepening in-service financial practitioners’ understanding of Fintech, thereby promoting wider FinTech adoption by financial institutions, and further accelerating digital transformation of the financial services sectors. The Webinars Series seeks to provide subsidies for financial practitioners to enroll FinTech specific training programmes. This Guides and Notes set out the arrangement of subsidy to in-service financial practitioners of financial institutions and Hong Kong financial services industry trade associations (the “financial practitioners”) for enrolling Webinars Series calibrated to the needs of in-service financial practitioners and decision-makers. A series of 12 sessions of FinTech webinars will be conducted from April 2022 to October 2022, following with a graduation ceremony.

2 Eligibility

- 2.1 Applicants must be financial institutions regulated by financial regulators, including The Hong Kong Monetary Authority (the “HKMA”), The Securities and Futures Commission (the “SFC”), The Insurance Authority (the “IA”) and The Mandatory Provident Fund Schemes Authority (the “MPFA”), and/or trade associations in the securities, insurance and banking sectors at **Annex A**.
- 2.2 Total of 120 fully subsidised seats could to allocate to each eligible financial institutions and trade associations for 12 sessions, and up to 20 fully subsidised seats per session.

3 Coverage of Subsidy under the Webinars Series

- 3.1 The listed fee of the Webinar Series per head per session to registered financial institutions and trade associations is HK\$775 and it is fully subsidised under the Webinars Series, in

the conditions that the Cyberport Academy Attendance Policy is complied, (please refer to clause 5.1 in this document for the Cyberport Academy Attendance Policy details).

- 3.2 The public may also be eligible to enrol the sessions offered under the Webinars Series should there be vacancies after being filled by eligible financial practitioners, on the condition that they will bear the costs of the listed price of HK\$775 per head per session.

4 Application Process

- 4.1 An applicant must fill in and email the application form of Webinar Series (Doc Ref: CFPFTP Application Form WS FI 2022 or CFPFTP Application Form WS TA 2022) with following company documents to HKCMCL on or before the 28 February 2022:

- 4.1.1 Business Registration
- 4.1.2 Company / Association Logo (high resolution, AI format preferred)

- 4.2 Cyberport will send out confirmation email upon receiving of the application form and the supporting documents. The documents submitted will be evaluated and the approval process will take at least 7 working days.

- 4.3 Once the application is approved, registered financial institutions and trade associations should follow the below enrolment procedures:

- 4.3.1 A unique institution code will be sent to the Principal Contact Person of the application form. The Principal Contact Person is required as the representative of the registered financial institutions or trade associations for centralised communication and arrangement of the Webinar Series.

- 4.3.2 The registered financial institutions or trade associations could allocate up to 20 fully subsidized seats to the targeted financial practitioners for each session of the Webinar Series.

- 4.3.3 The individual financial practitioners assigned by the registered financial institutions or trade associations should enroll and pay the refundable listed price of HK\$775 per head per session individually with the unique institution code through Cyberport Academy portal (<https://academy.cyberport.hk/fintech-training>) on or before 5 working days of the training date of each session of the Webinar Series.

- 4.3.4 HK\$775 will be refunded upon verifying participated attendance that complied with Cyberport Academy Attendance Policy.

- 4.3.5 Individual enrolled financial practitioner failed to comply with the Cyberport Academy Attendance Policy, as penalty, the enrolled listed fee of HK\$775 per head per session will not be refunded.

- 4.3.6 The targeted financial practitioners should make sure all data are correctly entered on Cyberport Academy portal including the following:
 - 4.3.6.1 full name of their respective financial institutions or trade associations
 - 4.3.6.2 email domain of the respective financial institutions or trade associations
 - 4.3.6.3 full names of the participants for issuing certificates.
- 4.4 The information and personal data collected will be used for the purpose of administration and communication on the Webinar Series only.
- 4.5 The session topics, contents and the speakers are subject to change, HKCMCL reserves the right to cancel, modify and/or postpone the Webinar Series due to unforeseen circumstances or any other circumstances, and the final decision is made by HKCMCL.

5 Certificate and Continuing Professional Development ("CPD")

- 5.1 An electronic certificate of attendance issued by Cyberport Academy will be given to financial practitioner who completed each session of the Webinar Series, in the conditions that the Cyberport Academy Attendance Policy is complied. According to the Cyberport Academy Attendance Policy, the enrolled financial practitioners will not be given any CPD and/or attendance record if they are late and/or absent from the class for more than a total of 15 minutes.
- 5.2 1 CPD hour will be given to individual financial practitioner who completed each session of the Webinar Series, in the conditions that the Cyberport Academy Attendance Policy is complied.
- 5.3 The attendance report of the financial practitioners for each session will be generated to the Principal Contact Person(s) of the respective registered financial institutions and trade associations bi-monthly for their internal record.
- 5.4 If all the enrolled practitioners of registered financial institutions and trade associations are absent in any one session of the Webinar Series, as penalty, the respective financial institution and trade association cannot enrol the next session of the Webinar Series.
- 5.5 The penalty of the enrolled list fee will be used by HKCMCL for the purposes of public mission activities.

6 Awards

- 6.1 To appraise commitment to foster digital transformation and the talent development, as

well as to recognize the outstanding performance of the FinTech talents in the Webinars Series, HKCMCL sets up three awards for encouragement. Financial institutions, and trade associations and financial practitioners in compliance with the Cyberport Academy Attendance Policy are eligible for obtaining the below awards and the awards will be presented at the graduation ceremony of the Programme.

- 6.1.1 FinTech Talent Development Award 2022: awards to financial institutions and/or trade associations nurtured the greatest number of financial practitioners who fulfil the Cyberport Academy Attendance Policy.
- 6.1.2 FinTech Talent Award 2022: awards to individual financial practitioner, who have attended all 12 sessions of the Webinars Series and complied with Cyberport Academy Attendance Policy.
- 6.1.3 FinTech Transformation Award 2022: awards to financial institutions and/or trade associations which adopted local FinTech companies' applications within the period between January to October 2022.

Annex A

List of Hong Kong financial services industry trade associations eligible for Financial Practitioners
FinTech Training Programme 2022 - Webinars Series

- Hong Kong Securities Association Limited
- Hong Kong Securities Professionals Association Limited
- The Hong Kong Association of Online Brokers Limited
- Hong Kong Securities and Futures Professional Association
- Chinese Securities Association of Hong Kong Company Limited
- Hong Kong Institute of Securities Dealers
- The Chamber of Hong Kong Listed Companies (CHKLC)
- The Chinese Gold and Silver Exchange Society
- Federation of Share Registrars Limited
- The Hong Kong Investor Relations Association (HKIRA)
- The Hong Kong Institute of Directors (HKIoD)
- The Hong Kong Association of Banks
- The Hong Kong Association of Restricted Licence Banks and Deposit-taking Companies
- Hong Kong Federation of Insurers
- The Hong Kong Confederation of Insurance Brokers
- Professional Insurance Brokers Association