

A blurred background image showing a group of people in a training or conference room, with a presenter at the front and an audience seated in the foreground.

Director Training

董事培训

Directors of listed companies play an important supporting and supervisory role in the corporate governance structure, and they are the fundamental leaders planning and guiding the development strategies of the company. Pursuant to Appendix 14 Corporate Governance Code and Corporate Governance Report under Listing Rules, all directors should participate in continuous professional development to develop and refresh their knowledge and skills. This is to ensure that their contribution to the board remains informed and relevant. Every director should receive appropriate and ongoing training to maintain the corporate governance standards required by HKEX.

SWiKen is dedicated to promoting the execution of good corporate governance structure through various new and diversified approaches. SWiKen offers directors of listed companies with tailor-made professional training. We can also arrange the training time and venue flexibly to suit the needs of the company. Our portfolio of learning and continuous professional development programmes is designed to boost the professional development of the directors and enhance their leadership skills.

上市公司董事在企业管治架构中担当重要支援及监督角色，在规划和指导企业的发展策略工作中起了关键作用。根据上市规则内附录十四《企业管治守则》及《企业管治报告》所载，所有董事应参与持续专业发展，发展并更新其知识及技能，以确保其继续在具备全面资讯及切合所需的情况下对董事会作出贡献。每名董事应当接受适当的持续培训，以维持香港交易所要求的企业管治水平。

SWiKen致力通过各种崭新及多样化的方法以推动高质素的企业管治实践。我们专门为上市公司的董事提供量身定制的专业培训课程，我们亦可因应公司的需要弹性安排培训时间及地点。我们所提供的学习及持续专业发展课程旨在提高企业董事的专业发展水平，并确保他们的领导技能与日俱增。

Key Features

主要特点



Diversified topics
多元化的课题内容

Covering the key topics most relevant to the directors and the latest market information

涵盖与董事最密切的重要课题及市场最新的资讯



Flexible time mode
弹性的时间模式

2-3 hours per session in general, it is adjustable upon request

一般每节时间为2-3小时，亦可按公司要求调整



Flexible venue arrangement
灵活的地点安排

Training can be conducted in SWiKen's venue or the client's office, or online remote learning is also available for audiences in Mainland China or overseas

培训可在SWiKen场地或客户公司举行，也可以为国内或海外人士提供线上遥距课程



Experienced training specialists
具经验的培训团队

As a business partner of ShineWing Hong Kong, the leading accounting and advisory firm in Hong Kong, our specialists hold a wide knowledge of the corporate governance issues and regulatory trends of companies of different industries, allowing us to provide true insights

作为香港领先的会计及咨询服务机构—信永中和香港的业务合作伙伴，我们的导师掌握了各行业公司的企业管治问题以及市场监管趋势，更能为公司提供精辟的见解



Multi-language presentation
多种教学语言

Cantonese, English or Putonghua as the major medium of instruction
以粤语、英语或普通话作为主要的教学语言



Other support
其他支援

Assisting the companies with the relevant consultancy support upon request

可按公司要求协助提供相关事项的咨询



Training Topics

培训课题



Updates of Listing Rules and Regulations 上市规则及条例信息更新



Suspension of Trading for Listed Companies 上市公司停牌

- Common Factors and Handling Means for Suspension of Trading
- Common Practices to Prevent from Suspension of Trading
- 停牌的常见因素及处理方式
- 预防停牌的常见做法



Connected Transaction 关连交易

- Guidelines on Connected Transaction Rules
- Exemption of Connected Transaction
- 关连交易规则指引
- 获豁免的关连交易



Major Rules and Regulations for Listed Companies 上市公司的主要规则和条例

- Main Board Listing Rules
- GEM Listing Rules
- Securities and Futures Ordinance
- Companies Ordinance
- 主板上市规则
- GEM上市规则
- 证券及期货条例
- 公司条例



Market Misconduct 市场失当行为

- Insider Dealing
- Unauthorized Trade
- Market Manipulation
- Assets Misappropriation
- 内幕交易
- 未经授权交易
- 操控市场
- 挪用资产



Disclosure of Inside Information 内幕信息披露

- Non-Compliance Risks of Inside Information Disclosure
- Guidelines on Disclosure of Inside Information
- 内幕信息披露的违规风险
- 应对披露内幕消息的指引



Era of Fintech and New Economy 金融科技与新经济时代



New Economy 新经济

- Definition of New Economy Era
- New Economy replacing Traditional Economy
- 新经济时代的定义
- 新经济替代传统经济



Blockchain 区块链

- Basic Principles of Blockchain
- Application of Blockchain and the Challenges
- 区块链的基本原理
- 区块链的运用和挑战



Cybersecurity 网络安全

- Cyber Threat
- Strengthening the Cybersecurity Level of the Management
- Cybersecurity and Business Sustainability
- Online Payment and Security Issues
- 网络安全威胁
- 强化管理层的网络安全水平
- 网络安全与业务可持续性
- 线上支付与保安问题



Digital Transformation 数码转型

- HR Transformation
- Finance Transformation
- Marketing Transformation
- 人力资源转型
- 财务转型
- 市场营销转型



Fintech 金融科技

- Characteristics of Fintech Development
- Maintaining International Competitiveness of Fintech
- 金融科技发展的特点
- 保持金融科技国际竞争力



The Role of Directors of Listed Companies and the Functions of the Board 上市公司董事的角色及董事会的职能



Directors of Listed Companies 上市公司董事

- Disclosure of Interests • 权益披露
- Responsibilities and Conduct of Directors • 董事的责任及操守
- Role of Independent Non-Executive Directors (INED) • 独立非执行董事 (独立董事) 的角色



Company Secretaries 公司秘书

- Role of Company Secretaries • 公司秘书的角色
- Importance of Company Secretaries • 公司秘书的重要性



Functional Committees 功能性委员会

- Audit Committee • 审计委员会
- Remuneration Committee • 薪酬委员会
- Nomination and Governance Committee • 提名及管治委员会



Board of Listed Companies 上市公司董事会

- Diversity of the Board • 董事会成员多元化
- Responsibilities and Structure of the Board • 董事会的责任及架构
- Operation and Function of the Board • 董事会运作及功能
- The Latest Guidance for Boards and Directors • 最新《董事会及董事指引》



Business Advisory and Legal Matters 商务咨询及法律事务



Legal Matters 法律事务

- Real Estate & Tenancy • 房地产及租赁
- Restructuring & Insolvency • 重组及破产
- Intellectual Property (IP) • 知识产权
- Litigation & Dispute Resolution • 诉讼及解决争议
- Mergers & Acquisitions • 并购及收购



Cross-Border Investment and Financing 跨境投融资

- Audit and Assurance • 审计及鉴证
- Business Valuation • 企业估值
- Taxation Management • 税务管理



Opportunities and Challenges in the Guangdong-Hong Kong-Macao Greater Bay Area (GBA) 粤港澳大湾区的机遇与挑战

- New Opportunities for the GBA • 大湾区新机遇
- Roles of the GBA in the Development of "Belt and Road" • 大湾区在「一带一路」发展的角色
- Taxation Management • 税务管理
- Legal and Regulatory Framework • 法规及监管框架



Family Office 家族办公室

- Family Succession Planning • 家族传承规划
- Equity Management Planning • 股权管理规划
- Transfer of Properties and Wealth • 物业及财富转移
- Regulatory Development on Family Office • 家族办公室的监管发展



Corporate Governance Practice and Internal Control 企业管治常规及内部监控



Corporate Governance 企业管治

- Corporate Governance Practices • 企业管制常规
- Compliance with the Corporate Governance Code • 遵守《企业管治守则》
- Mandatory Disclosure Requirements for Corporate Governance Report • 企业管治报告强制披露要求



Internal Control 内部监控

- Risk Assessment of Internal Control • 内部监控的风险评估
- Improvement of Internal Control Effectiveness • 改善内部监控的有效性
- Review of Internal Control System and Work Process • 审阅内部监控制度及工作流程



Environmental, Social and Governance (ESG) 环境、社会及管治

- ESG Reporting Guidelines • 环境、社会及管治报告指引
- ESG and Business Sustainability • 环境、社会及管治与业务可持续性
- ESG Strategic Planning • 环境、社会及管治的战略计划
- ESG Risk Management • 环境、社会及管治的风险管理



Anti-Money Laundering (AML) and Counter-Financing of Terrorism (CFT) 打击洗钱及恐怖分子资金筹集

- AML and CFT Ordinance • 《打击洗钱及恐怖分子资金筹集条例》
- Identification of Suspicious Transactions and Risk Assessment • 识别可疑交易及评估风险
- Banking Ordinance • 《银行业条例》
- Regulatory Guide for Effective AML and CFT • 有效打击洗钱及恐怖分子资金筹集管制指南

About SWiKen 关于SWiKen

SW Institute of Knowledge Enhancement Limited (SWiKen) is dedicated to providing a wide spectrum of accountancy training courses and continuing professional development courses. We specialize in offering Director Training for listed companies.

We offer a series of customized training which equip directors with the latest relevant industry information and updated knowledge on directorship, helping them discharge their duties effectively. Our director training courses cover a wide range of topics from corporate governance, risk management to the latest updates in applicable rules and laws for listed issuers.

We are a business partner of ShineWing Hong Kong, one of the leading professional services firms in Hong Kong offering a broad range of professional services to clients across various industries. ShineWing Hong Kong is also one of the member firms of ShineWing International, a global network of independent accounting and consulting firms with an extensive network in around 80 cities and around 9,000 professionals.

SW Institute of Knowledge Enhancement Limited (SWiKen) 致力提供广泛的会计培训及持续专业发展课程。我们专门为上市公司提供董事培训课程。

我们提供一系列的定制培训课程，协助董事获得最新的相关行业资讯及董事职务的最新知识，以便有效率地履行职责。我们的董事培训课程涵盖范围广泛，由企业管治、风险管理到上市发行人适用的规则及法律的最新资讯。

我们是信永中和香港的业务合作伙伴。信永中和香港是香港领先的专业服务机构之一，为各个行业的客户提供广泛的专业服务。信永中和香港亦是信永中和国际的成员所之一，而信永中和国际是由全球独立会计及咨询事务所组成的网络，办事处遍布约80个城市，专业人员约9,000名。

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