

The Chartered Institute of Logistics and Transport

Annual General Meeting 2017

14th September 2017

Annual Report 2016/2017

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ANNUAL GENERAL MEETING 2017

23rd August 2017

ANNUAL GENERAL MEETING 2017

NOTICE IS HEREBY GIVEN that the Annual General Meeting (AGM) 2017 of The Chartered Institute of Logistics and Transport in Hong Kong will be held on Thursday, 14th September 2017 at 1900 hours at Function Rooms, 3rd Floor, South Tower, “The Salisbury” – YMCA of Hong Kong, 41 Salisbury Road, Tsimshatsui, Kowloon, Hong Kong.

AGENDA

1. Welcome address by the President, CILTHK
2. To receive and adopt the minutes of the Annual General Meeting 2016 held on 20th September 2016
3. To receive and adopt 2016/2017 Annual Report of the Council
4. To receive and adopt the Institute’s Financial Report for the year ending 31st December 2016
5. To consider and pass Special Resolution on the adjustment of the Certification Fee for students undertaking CILTHK accredited programmes with effect from 1st October 2017 (Appendix II)
6. To consider and pass Special Resolution on the adoption of the altered version of the Institute’s Articles of Association by both the Companies Registry and the Inland Revenue Department (Appendix III)
7. To re-appoint Ronald H.T. Lee & Co. as the Honorary Auditor to audit the account for the financial year ending 31st December 2017
8. To present awards and certificates
9. To consider any other business

BY ORDER OF THE COUNCIL:-

[Original Signed]

Joseph CF TSUI, FCILT
Honorary Secretary

MINUTES OF THE ANNUAL GENERAL MEETING 2016

The Chartered Institute of Logistics and Transport in Hong Kong (Incorporated in Hong Kong with limited liability by guarantee)

Minutes of the Annual General Meeting of **The Chartered Institute of Logistics and Transport in Hong Kong** (the Institute) held on 20th September 2016 at 1903 hours in the Meeting Rooms, 1st Floor, Hong Kong Football Club, 3 Sports Road, Happy Valley, Hong Kong.

Chairman: Mr. Sunny Lap-kee HO, FCILT, President

Present: (see Attendance Sheet)

	Chartered Fellows (FCILT)	21
	Chartered Members (CMILT)	21
In Attendance:	Members (MILT)	1
	Affiliate Members (A)	6
	Student Member (S)	3
	Representative(s) of Organisation Members (OM)	1
	Guests	20
	Staff	5

There being a quorum, the meeting proceeded to business. Mr. Sunny Lap-kee HO, FCILT, President, took the chair.

1 Welcome address by the Chairman

The Chairman welcomed members, Mr. Ronald LEE representing Ronald H.T. Lee & Co, Honorary Auditor, and Ms. Suyin ANAND, Honorary Legal Advisor, to the Annual General Meeting 2016.

2 Notice of Meeting

The Chairman noted that the Notice convening the Meeting had been served to members for the prescribed period. The Notice was taken as read.

3 Receipt of Proxy Forms

The Chairman reported that two (2) Proxy Forms have been received from a Chartered Fellow (Mr. Mark MILLAR) and a Chartered Member (Ms. Julia YOUNG) in authorising the chairman of the meeting, i.e. the President, to be their proxy to vote on their behalf.

The following resolutions were passed:

4 To receive and adopt the minutes of the AGM 2015 held on 10th September 2015

There being no other amendments, the minutes were confirmed. The motion was proposed by Dr. Stephen Wing-chiu HO, FCILT, and seconded by Ir. Vincent Ping FONG, FCILT, and Ir Dr. Paul Hon-yan TSUI, FCILT. The meeting adopted the minutes of AGM 2015 as a true and correct record.

5 To receive and adopt 2015/2016 Annual Report of the Council

The meeting received and noted the Annual Report for the year 2015/2016. The Chairman described highlights in the President's Report as follows:

- a Council Retreat was held in early 2016 when the strategies and the way forward

- of the Institute were discussed;
- financially, the Institute recorded a small operational deficit of HK\$6,964 in 2015. Special thanks were extended to all Organisation Members and sponsors for their generous financial supports to the Institute activities in last year;
- Mr. HO himself succeeded Prof. Becky LOO as the International Vice President for a term of 3 years;
- Dr. Wing-tat HUNG, FCILT, would be presented with the CILTHK President Award 2016 later in the evening;
- Miss Sonia Man-yee CHENG, Affiliate Member, would be presented with the CILTHK Young Achiever Award 2016 later in the evening;
- the Institute had been active in promoting public awareness of the Institute by means of organising various competitions and submission of position papers to government bureaux.

In concluding the President's Report, Mr. HO conveyed his appreciations to the Office Bearers, Council Members, committee members and office staff for the support and works in the past year.

The committee reports were cited at the meeting. There were no questions or enquiries raised by members. The meeting confirmed the adoption of the Annual Report 2015/2016. The motion was proposed by Dr. Venus Yuen-ha LUN, FCILT, and seconded by Ir Prof. WONG Sze-chun, FCILT, and Ir Dr. Paul Hon-yan TSUI, FCILT.

6 To receive and adopt the Institute's Financial Report for the year ending 31st December 2015

The Honorary Treasurer, Dr. Kenneth Kam-hung PANG, FCILT, concluded that irrespective of a very small operating deficit recorded last year, the Institute was maintaining a healthy financial position. The net assets recorded at the year end in 2015 was HK\$6.451M and the cash balance in the bank was HK\$4.73M.

Mr. LEUNG Kong-yui, FCILT, proposed that the Accounts be accepted. The motion was seconded by Dr. Stephen Wing-chiu HO, FCILT, and endorsed by members.

7 To elect Members of the Council for the ensuing term 2016-2018 ending 30th September 2018 (A list of the nominations received as at 30th July 2016 and the Personal Profiles of Nominees are attached in Appendices II and III respectively)

The Chairman affirmed that all nominees (7 for positions of Office Bearers and 22 for Council Members) were properly nominated with completed Nomination Forms. As no contested candidate was received for any Office Bearer position and the total number of nominations for the Council Members were within the quota of 30 as stipulated in the Articles of Association, the Chairman proposed an en-bloc election be conducted for the 29 nominees (except Immediate Past President). The motion to approve the election of the Office Bearers and Council Members was proposed by Mr. Peter Yee-chun NG, FCILT, and supported by Mr. John Chiu-yin HUI, FCILT.

The Chairman declared the election of Council Members for the term 2016-2018 ending 30th September 2018 as follows

President	: Mr. TSANG Wing-hang, FCILT
Immediate Past President	: Mr. Sunny Lap-kee HO, FCILT
Vice Presidents	: Ir Vincent Ping FONG, FCILT
	: Dr. Jacob Chak-pui KAM, FCILT
	: Ir Dr. Kelvin Kai-yuen LEUNG, FCILT
	: Dr. Venus Yuen-ha LUN, FCILT

**Honorary Secretary
Honorary Treasurer
Council Members**

: Mr. Joseph Chun-fai TSUI, FCILT
: Dr. Kenneth Kam-hung PANG, FCILT
: Mr. Sam Man-sang CHOW, FCILT
: Mr. William Chak-man CHUNG, CMILT
: Ir Dr. David Chi-shing HO, FCILT
: Dr. Stephen Wing-chiu HO, FCILT
: Ms. Vicky Wai-ming KOO, FCILT
: Miss Karen Shui-kwan LAM, CMILT
: Mr. Ricky Shun-bun LAM, CMILT
: Mr. LEUNG Kong-yui, FCILT
: Mr. Timothy Kam-kuen LI, FCILT
: Prof. Becky Pui-ying LOO, FCILT
: Mr. Mark MILLAR, FCILT
: Dr. Isaac Ka-chui NG, FCILT
: Mr. Peter Yee-chun NG, FCILT
: Ir Dr. Paul Hon-yan TSUI, FCILT
: Mr. Simon Sik-man TU, CMILT
: Mr. Eric Man-sum WONG, FCILT
: Ir Prof. WONG Sze-chun, FCILT
: Dr. Eugene Yin-cheung WONG, CMILT
: Prof. Anthony Gar-on YEH, FCILT
: Hon. Frankie Chi-ming YICK, FCILT
: Ms. Carolina Lai-ching YIP, FCILT
: Miss Alice Wai-chong YIP, CMILT

8 To consider and pass Special Resolution on the adjustment of the Annual Subscriptions and Election Fees for Membership effect from 1st October 2016 (Appendix IV)

The Chairman reported that Annual Subscription was the main source of income of the Institute. To maintain the financial sustainability of the Institute, the Council had discussed and approved a policy that the Annual Subscriptions and Elections Fees would be reviewed in every 2 years.

In view of the accumulated inflation since the last review of Annual Subscriptions and Election Fees in 2012 was 17%, the Council proposed adjustments from 1.92%-9.09% as per Table 1 in Appendix IV for members' adoption.

There were no enquiries or questions raised by members. It was supported by 38 Institute Members attending the meeting plus 2 Proxies (93% of the eligible votes). The motion to adopt the adjustment of the Annual Subscriptions and Election Fees for Membership effect from 1st October 2016 was approved and adopted.

9 To consider and pass Special resolution on the alteration of the Institute's Articles of Association (Appendix V)

The Chairman explained since communication through electronic means had been widely adopted by individual and business sector. All CILTHK members were provided with a free email account upon their elections of membership to receive information and news from the Institute. The Council therefore approved to allow the serving of general meeting notice and related document to members electronically as an additional means. The main changes of the Articles of Association was with Article 49 in this regard.

Furthermore, the new Companies Ordinance (Chapter 622) had been implemented since 3rd March 2014 and one of the main changes was the abolishment of the Memorandum of Association. In respect of the Companies Registry's advices, the

Institute's former Memorandum of Association was proposed to be removed and incorporated into the Articles of Association.

There were no enquiries or questions raised by members. It was supported by 40 Institute Members attending the meeting plus 2 Proxies) (98% of the eligible votes). The motion to adopt the alteration of the Institute's Articles of Association was approved and adopted.

10 To re-appoint Ms. Su Yin ANAND as the Honorary Legal Advisor for the ensuing term 2016-2018

Ir Dr. Vincent Ping FONG, FCILT, proposed, seconded by Mr. Sam Man-sang CHOW, FCILT, and the meeting endorsed the reappointment of Ms. Suyin ANAND. as the Honorary Legal Advisor for the ensuing term 2016-2018.

11 To re-appoint Ronald H.T. Lee & Co. as the Honorary Auditor to audit the account for the financial year ending 31st December 2016

Both Ir Dr. Vincent Ping FONG, FCILT, and Mr. Thomas Wing-kan YUEN, FCILT, proposed, seconded by Mr. Edwin King-chuen CHEUNG, CMILT, and the meeting endorsed the re-appointment of Ronald H.T. Lee & Co. as the Honorary Auditor for the financial year ended 31st December 2016.

12 To present awards and certificates

12.1 5 Chartered Members were presented with membership certificates by Mr. Sunny Lap-kee HO, FCILT. Details were as follows:

Chartered Members:

- Miss BUT Yee-man
- Mr. KI Yu-tin
- Mr. LI Hoi-cheung, Franki
- Mr. POON King-chung, Frankie
- Mr. YEUNG Wing-chun, Edwin

12.2 CILTHK President Award 2016:

Dr. HUNG Wing-tat, FCILT, was conferred with this prestigious award.

- Dr. HUNG was the Chairman of the Institute (CITHK) in 1997-1998 and had continuously served the Council and Committees afterwards till 2014. In appreciation of his long-service and distinguished contributions to the Institute, the industry and the community, Dr. HUNG was conferred with the CILTHK President Award 2016.

12.3 CILTHK Young Achiever Award 2016

Miss Sonia Man-yee CHENG, Affiliate Member, was selected the CILTHK Young Achiever 2016.

- Sonia is an Associate Director of Chung Shing Taxi Limited. In 2015, she established the SynCab Taxi Service and launched the first multi-purpose taxi in Hong Kong providing high quality taxi services to riders especially those with special needs.

12.4 CILTHK Best Paper Award 2016

Miss Florence Kit-ying HO, Affiliate Member, was selected.

- In the last Professional Qualifying Examination held in May 2016, Miss HO achieved the highest mark in paper AL3: *Transport Systems & Management* and among all papers examined in May.

12.5 CILTHK CPD Award 2016

Mr. Jacky Yat-leung LAM, CMILT, was selected.

- In the recent CPD Audit 2016, Mr. LAM had accumulated a total of 740 CPD points in the specified CPD Cycle from 1st January 2014 to 31st July 2016 which was the best achievement among all selected members in the audit.

Mr. Deforest Che-kan NG, CMILT and Mr. NUI Pak-wai, CMILT, were also presented with Merit Awards in recognising their achievements.

12.6 CILTHK Scholarships 2015/2016:

The Institute would like to express our heartfelt thanks to Airport Authority Hong Kong, Cotai Water Jet, Ove-Arup & Partners Hong Kong Limited and Pacific Air Limited for their donation of the scholarship fund.

One awardee for each academic level was selected by the Judging Panel. The awards were presented by Mr. Sunny Lap-kee HO, FCILT, Mr. Edward YUEN, representative of Cotai Water Jet, and Mr. Sam CHOW, representative of ARUP, to the following students:

- Sub-degree level student: Mr. KEUNG Kin-lok of PolyU Hong Kong Community College;
- Bachelor degree student: Miss CAI Yu, a graduate of the Hong Kong University of Science and Technology (Miss CAI was unable to receive the scholarship at the AGM for she had left for the States to pursue a master degree);
- Master degree student: Mr. JI Chuhan, of the Hong Kong Polytechnic University

12.7 CILTHK Logistics & Transport Student Final Year Project Award 2016

The objective of the award is to encourage research and writing by students. The Award was sponsored by Airport Authority Hong Kong, Ove-Arup & Partners Hong Kong Limited and Pacific Air Limited.

The award was presented by Mr. Sunny Lap-kee HO, FCILT, and Mr. Edwin CHEUNG, representative of Pacific Air Limited to a team of graduates from the Hang Seng Management College. Their winning project title was "*Analysis on arrival sequencing methods for smoothing arrival congestion & reducing arrival delay in HKIA*".

The graduates were: CHAN Yuet-fai, Novena; KOK Man-kit; LAM Yin-tung; LUI Cheuk-man; and YAN Kwai-kit.

12.8 CILTHK Case Competition 2016

The theme for the year was "Innovative Ideas for Logistics and Transport Industry in Hong Kong" and which had attracted 12 submissions.

Mr. Thomas Wing-kan YUEN, FCILT, representing Michelle Art Services, the sponsor of this activity, joined Mr. Sunny Lap-kee HO, FCILT, presented the awards to the three winners:

- The first 2nd Runner-up: Miss WU You from The Hong Kong Polytechnic University and her project was *Passenger Volume Projection & Flow Simulation in Check-in Hall at HKIA*. (Miss WU had a foot injury and therefore unable to receive the award at the AGM.)
- The other 2nd Runner-up: Mr. CHAN Lit-cheung, Simon from the Hong Kong University of Science & Technology and his project was *Intelligent Transportation System - When Uber Meets Self-driving Cars*.
- 1st Runner-up was a team from the Hong Kong Polytechnic University: Mr. LAU

Kit-ho and Miss TUNG Wing-yin and their project title was *UAV - Intelligent Flying Parcel in Hong Kong*.

- Champion: a team of 3 students from Hang Seng Management College. They were: Mr CHAN Kuen U, Luis; Mr. WONG Tsz-kin, Jimmy; and Mr. KOK Man-kit, Steven; and their group project title was *Halal Logistics and Supply Chain Management*.

13 To consider any other business

Mr. TSANG Wing-hang, FCILT, incoming President was invited to represent the Institute in presenting a souvenir to Mr. Sunny Lap-kee HO, FCILT, in appreciating for his contribution and in leading the Institute in the past two years.

Mr. TSANG was further invited to speak on his election as President of the Institute 2016-2018. He thanked for the works of former Presidents and would continue in advocating our profession and the Institute. Mr. TSANG appealed members to encourage their employers to become an Organisation Member of CILTHK.

Lastly, Mr. HO Ying-kit, Dannies, CMILT, was invited to propose a vote of thanks on behalf of all members to the out-going President, Mr. Sunny Lap-kee HO, FCILT, and the out-going Board and all members of the Council.

There being no other business, the Chairman declared the meeting closed at 1957 hours and thanked members and guests for their attendance.

Recorded by:

Verified by:

Countersigned by:

Harriet M.H. LEUNG
Executive Manager
CILT in Hong Kong

Joseph C.F. TSUI FCILT
Hon. Secretary
CILT in Hong Kong

Mr. TSANG Wing-hang, FCILT
President
CILT in Hong Kong

PRESIDENT'S REPORT

By Mr. TSANG Wing-hang, FCILT
President

INTRODUCTION

I was elected President of CILTHK in September 2016, and I am honoured to take up this challenge in the development of our Institute and profession.

Among our important tasks, the Institute is obliged to help human capital development in the transport and logistics field. On a regular basis, the Institute shares with our members publications such as policy papers and technical submissions, etc. which are prepared with professionalism and expertise. The Institute convenes professional development activities such as technical seminars and visits to broaden our members' knowledge, experience and exposure. The Institute organises mentorship programme for younger members to expose them and allow them to learn from the role models. The Institute also works closely with the tertiary institutions with a view to nurturing young members and guiding them with the contemporary educational programmes. It gives me great pleasure to present to you herewith the 2016/2017 Council Report which will update you on the Institute's progress.

The membership now stands at 1,782, with a total of 225 successful new membership applications awarded last year. The total number of memberships is kept in the level with a moderate increase of 2.4% over last year. The Institute has targeted to continue the enlargement of our membership base. Promotional plans to attract new Organisation Members and young members have been worked out. A proposal for a waiver of membership application fee for students studying CILTHK accredited programmes is presented for members' adoption at the AGM this year (Agenda item no. 5).

HIGHLIGHTS OF THE YEAR

Membership

The number of successful membership applications and total number of members are as follows:

Membership Grade	Number of Successful Applications in 2016/2017	Number of Members as at 31 st July 2017
Organisation Member	0	30
Honorary Chartered Fellow	0	2
Chartered Fellow	18	136
Chartered Member	51	1021
Member	17	271
Affiliate Member	30	142
Graduate Member	5	18
Student Member	104	162
Total	225	1782

Note: Memberships elected on/after 1st August 2017 are counted in the year 2017/2018.

- The total membership numbers increased slightly over the past year.
- Talented and well-established professionals have continued to be nominated as

Chartered Fellows.

- Potential Chartered Members (CMILTs) or Members (MILTs) are encouraged to have their membership upgraded to Chartered Fellowship and Chartered Membership respectively.

Professor Becky LOO, FCILT, was the President of the Institute in 2012-2014, International Vice President in 2012-2016 and has been chairing the International Membership Standards Committee till 2017. Prof. LOO has been continuously serving the Council & Committees and representing the Institute in both the Harbourfront Commission and Road Safety Council. In appreciation of her long-service and distinguished contributions to the Institute, the industry and the community, Prof. LOO is conferred with the CILTHK President Award 2017.

Mr. Gary Xin-yu ZHANG has been elected for the CILTHK Young Achiever 2017. Gary is a Group Station Manager at MTR overseeing the operations of the Kwun Tong Line and Tsuen Wan Line stations.

Finance

I am pleased to report the Institute maintained a healthy position. An operational surplus of HK\$93,564 was achieved for the period from 1st January 2016 to 31st December 2016 (there was a deficit in Year 2015: HK\$6,964), after depreciation. As at 31st December 2016, the Institute recorded an increase in net assets amounted to \$6,545,019 (Year 2015: \$6,451,455), of which the cash balance on the same date increased to \$4,893,153 (Year 2015: \$4,731,580) including funds held on behalf of Government Grants.

The Institute's operational costs and finance are closely monitored. At the same time, the general principle of self-financing in organising Institute activities is duly followed by committees. I must express my and the Institute's sincere appreciation to corporate organisations especially our Organisation Members for their generous and continuous support of Institute activities.

Relationship with CILT International

CILT Hong Kong continues with our active participation and contribution to CILT International. We had formed the ever largest group of delegates in the last International Convention held in Macao. In the forthcoming the 4th China International Logistics Development Conference on 1st-2nd November 2017, the Council has approved to fully sponsored the participation of two young members.

I would like to take this opportunity to appeal and encourage members to participate in the below two CILT events:

- The 4th China International Logistics Development Conference which will take place in New Century Grand Hotel Xuzhou on 1st-2nd November 2017
- The CILT International Convention 2018 which will be hosted by CILT Poland on 3rd-6th June 2018 in Wroclaw

Professional Development for members

We have organised professional activities that allow members to earn CPDs while advancing knowledge.

Thank you so much to Mr. Philip YANG, FCILT, and other speakers for the continuous support on the annual 2-day course. Our appreciation also goes to our Honorary Legal Advisor, Ms. Suyin ANAND, for delivering seminar and give the CALF lecture. Reviewing

the year 2016/2017, a total of 12 CPD activities and two 2-day courses were organised. Collaborations with other recognised professional institutes/organisations including HKU-ITS, PolyU-Shipping Research Centre, HKU SPACE Centre for Logistics and Transport, SCLP, GS1 Hong Kong, HKIE-LTD, HKARMS, HKSTLA, IOSH(HK), IMechE, LSCM, etc. are more strengthened through co-organising/ supporting different seminars, conferences, workshops.

Promoting Public Awareness

The annual Essay Competition and Student Day were successfully held with support from the Hang Seng Management College on 4th March 2017. A full report on both events was published, with a full page newspaper supplement in Ming Pao on 20th March 2017, and in CILTHK Newsletter Issue 68.

The CILT Award 2017 “Service Excellence” is calling for submission and the result will be known in the first quarter of 2018. Two categories of prizes will be awarded to recognise and applaud the innovative and superb transport and logistics companies/organisations in Hong Kong:

- CILT Enterprise Award 2017
- CILT SME Award 2017

As mentioned in the earlier section of this President’s Report, membership growth and retention of members are one of the focused areas of the Institute. So far, we have conducted 5 roadshows for newly admitted master and bachelor students on the Orientation Days at HKUST, HKU and PolyU in August-September 2017. The Marketing & Promotion Committee will launch a new round of promotion of Organisation Membership. On the other hand, brief summary of the Institute’s former submissions on transport/logistics topics will be filmed and shared on social media, such as YouTube.

Submissions and Public Service

Apart from caring for members, the Institute is also committed to serve for the betterment of the community. Among other contributions, the Institute has been offering timely professional views and advices to the Government on different transport and logistics matters in Hong Kong.

Ten submissions were made by the Institute during the year:

- Taking a Cue from the Hanjin Shipping's Demise to Avoid Recurrence of Unmitigated Damages to Stakeholders, 18th November 2016 to *the Secretary for Transport and Housing*
- Representations on Case BE/00004 (Notice issued under section 16 of the Competition Ordinance of a proposed block exemption order for certain liner shipping agreements), 14th December 2016 to *the Competition Commission (Hong Kong)*
- 2017 Policy Address and 2017/18 Budget Consultation, 23rd December 2017 to *the Acting Financial Secretary*
- A Perspective on the Proposed Policy on Premium Taxis and Hire Car Permits (HCPs), 30th December 2016 to *the Secretary for Transport and Housing*
- Hong Kong 2030+: Towards a Planning Vision & Strategy Transcending 2030, 16th March 2017 to *the Planning Department*
- Views on Future Container Terminal Development in Hong Kong, 2nd May 2017 to *the Secretary for Transport and Housing*
- Detailed Feasibility Study for Environmentally Friendly Linkage System for Kowloon East Interim Public Consultation, 28th June 2017 to *Kai Tak Office, Kowloon Development Office, CEDD*
- Submission on 'Guangdong-Hong Kong-Macao Greater Bay Area', 24th July 2017 to *the*

Secretary for Transport and Housing

- Inclusion of CILTHK Members as Individual Electors in Transport Functional Constituency, 7th September 2017 to *the Secretary for Constitutional & Mainland Affairs*
- Policy Address 2017/2018, 11th September 2017 to *the Financial Secretary*

Other than the “Policy Address and Budget Consultation Session” hosted by the Financial Secretary in 2016 and 2017 when I was able to convey the Institute’s views and industry’s expectations to the government; I was invited as panel speaker in the first joint professional forum of the Hong Kong 2030+ and the LSCM Logistics Summit 2017.

During the year, TPC and LPC members attended public engagements and meetings with consultants on various public projects. Both policy committees will continue to look into transport and logistics issues and tender our professional views and comments to government officials of the relevant Government bureaux and departments.

In addition, Institutional Memberships or Institute representatives have been appointed in various government advisory boards and academic advisory boards of local university and college (please refer to p32 for details of CILTHK representatives). In line with our strategic objectives, the Institute is prepared to proactively extend effort in the participation of public services, if necessary in collaboration with other relevant local and international organisations.

Uphold of Professionalism

The Institute’s new Professional Qualifying Examination (PQE) has been implemented in May 2017. Though only 6 of the 11 PQE papers have been attempted by candidates, the overall results were encouraging as reported in the E&T report on p35. We congratulated the excellent achievement of Mr TAM Lai Ming in the past PQE who has been selected the awardee of the Best Paper Award this year.

Most of the CILTHK recognised programmes will be undergone re-accreditation exercise later in 2017 and 2018:

- 2017: HKU (5 programmes), HKCC PolyU (1 programme), HKU SPACE (1 programme), IVE (TY) (1 programme)
- 2018: CUHK (1 programme), PolyU (8 programmes), HKUST (2 programmes), HKU SPACE (2 programmes)

Nurturing the Young Generation

Activities for students at different levels have been organised by the Education & Training Committee and the Young Members Committee in 2016/2017. A summary is provided below:

- The CILTHK Student Day 2017 cum the Awards Presentation Ceremony of the 15th CILTHK Student Essay Competition (for secondary school students) was held on 4th March 2017 at the HSMC (E&T report pp36-37).
- The CILTHK Logistics & Transport Student Final Year Project Award 2017 received eight nominations. The graduate from The Hong Kong Polytechnic University (E&T report p37), will be presented with the Award at the AGM 2017.
- Three CILTHK Scholarships for each level of master degree, bachelor degree and sub-degree level will be presented at the AGM 2017 (E&T report p37)
- The first CILTHK Kerry Logistics Scholarship will be awarded to 3 logistics students at the AGM 2017 (E&T report p38)
- The CILTHK Youth Project 2017 organised by YMC received eleven submissions. The winning team went to students of The University of Hong Kong (YMC report p68).

Once again, I have to express our appreciation to the support of the 6 companies for this project.

The Career and the Life Formula (CALF) Professional Advancement Programme for Young Managers of the Logistics & Transport Industry is being conducted for a second year. Though no overseas trip is arranged, the 11 lectures have been enriched on the feedbacks collected in past years. The 7-month programme is supported by many professionals in the industry serving as Lecture Speakers.

We were pleased a total of eight young members participated in the ICM 2017 held in Macao in June. To encourage more participation of young members in International Institute affairs, we are going to fully support two young members for the forthcoming 4th China International Logistics Development Conference.

ACKNOWLEDGEMENT

I would like to thank my fellow Council Members, members of the Institute's committees, sub-committees, panels and working groups, and as well as other volunteer members, for their commitment, contribution and continual support over the past year. I would also like to thank the relevant government departments and our fellow professional bodies and business partners for their immense support and contribution.

Looking ahead, the Institute has targeted to continue the enlargement of our membership base. To strive for a more balanced development, the Institute has initiated actions in the recruitment of more members in the other categories of membership. With the support from members, I am confident that we can meet these challenges and accomplish our targets. I look forward to working with all of our members and I am sure our concerted effort will be able to advance the interest of the Institute and in turn the transport and logistics industry in Hong Kong.

HONORARY TREASURER'S REPORT

By Dr. Kenneth Kam-hung PANG, FCILT
Honorary Treasurer

1. GENERAL

This paper provides an overview on the financial status of the Institute for the year ended 31st December 2016.

2. FINANCIAL STATUS REVIEW

The Audited Accounts for the year ending 31st December 2016 have been examined with the following highlights.

2.1 **2016 Results**

The Institute recorded an operating surplus of \$93,564 in 2016 (Year 2015: a deficit of \$6,964).

2.2 **Balance Sheet**

As at 31st December 2016, the Institute recorded net assets of \$6,545,019 (Year 2015: \$6,451,455). Cash and the cash equivalents as at the balance sheet date recorded at \$4.89M (Year 2015: \$4.73M) including funds held on behalf of WiLAT and Government Grant.

3. REVIEW OF THE YEAR

Notwithstanding the above, we are pleased that the Institute, as a non-profit organisation, continued to maintain a fair and healthy financial position.

4. LOOKING AHEAD

The Finance Committee will closely monitor the Institute's financial situation and work with respective committee chairs on maintaining costs within the budget.

HONORARY AUDITOR'S REPORT

For the Year ended 31st December 2016

Independent Auditor's Report to the Members of The Chartered Institute of Logistics and Transport in Hong Kong (Incorporated in Hong Kong and limited by guarantee)

Opinion

We have audited the financial statements of The Chartered Institute of Logistics and Transport in Hong Kong (the "Institute") set out on pages 19 to 29, which comprise the statement of financial position as at 31 December 2016, and the income statement and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements of the Institute are prepared, in all material respects, in accordance with the Hong Kong Small and Medium-sized Entity Financial Reporting Standard ("SME-FRS") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have been properly prepared in compliance with the Hong Kong Companies Ordinance.

Basis for Opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSA") and with reference to Practice Note 900 (Revised), *Audit of Financial Statements Prepared in Accordance with the Small and Medium-sized Entity Financial Reporting Standard* issued by the HKICPA. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Institute in accordance with the HKICPA's *Code of Ethics for Professional Accountants* ("the Code"), and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The Council Members are responsible for the other information. The other information comprises the information included in the President's Report and Honorary Treasurer's Report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Independent Auditor's Report to the Members of
The Chartered Institute of Logistics and Transport in Hong Kong (Cont'd)**
(Incorporated in Hong Kong and limited by guarantee)

Responsibilities of Council Members and Those Charged with Governance for the Financial Statements

The Council Members are responsible for the preparation of financial statements in accordance with the SME-FRS issued by the HKICPA and the Hong Kong Companies Ordinance, and for such internal control as the Council Members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council Members are responsible for assessing the Institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council Members either intend to liquidate the Institute or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Institute's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. This report is made solely to you, as a body, in accordance with Section 405 of the Hong Kong Companies Ordinance, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSA's will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with HKSA's, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council Members.

**Independent Auditor's Report to the Members of
The Chartered Institute of Logistics and Transport in Hong Kong (Cont'd)**
(Incorporated in Hong Kong and limited by guarantee)

Auditor's Responsibilities for the Audit of the Financial Statements (Cont'd)

- Conclude on the appropriateness of the Council Members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institute's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Institute to cease to continue as a going concern

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

[Original Signed and Sealed]

Ronald H. T. Lee & Co.
Certified Public Accountants (Practising)

Hong Kong, 18 August 2017

**THE CHARTERED INSTITUTE OF LOGISTICS
AND TRANSPORT IN HONG KONG**
(Incorporated in Hong Kong and Limited by Guarantee)
Income Statement
For the Year Ended 31st December 2016

	<i>Notes</i>	<u>2016</u> HK\$	<u>2015</u> HK\$
Revenue	3	1,588,040	1,608,798
Other income	4	<u>996,991</u>	<u>337,403</u>
		2,585,031	1,946,201
Administrative expenses		(1,699,356)	(1,646,159)
Other operating expenses		(791,871)	(306,324)
Finance costs	5	<u>(240)</u>	<u>(682)</u>
Surplus/(Deficit) for the year	6	<u>93,564</u>	<u>(6,964)</u>

The accompanying Accounting Policies and Explanatory Notes form an integral part of, and should be read in conjunction with, these financial statements.

**THE CHARTERED INSTITUTE OF LOGISTICS
AND TRANSPORT IN HONG KONG**
(Incorporated in Hong Kong and Limited by Guarantee)
Statement of Financial Position
As at 31st December 2016

	<i>Notes</i>	<u>2016</u> HK\$	<u>2015</u> HK\$
Non-Current Assets			
Property, plant and equipment	9	3,045,497	3,118,987
Current Assets			
Accounts and other receivables		170,096	179,302
Cash and bank balances	10	4,893,153	4,731,580
		5,063,249	4,910,882
Less: Current Liabilities			
Obligation under a finance lease		-	4,536
Accounts and other payables	11	1,563,727	1,573,480
		1,563,727	1,578,016
Net Current Assets		3,499,522	3,332,866
Total Assets Less Current Liabilities		6,545,019	6,451,853
Non-Current Liabilities			
Obligation under a finance lease		-	(398)
Net Assets		6,545,019	6,451,455
FUNDS			
Members' Fund	15	6,446,019	6,352,455
Scholarship and Award Fund	15	99,000	99,000
		6,545,019	6,451,455

[Original Signed]

[Original Signed]

Approved by: _____
Tsang Wing Hang
President

Pang Kam Hung, Kenneth
Honorary Treasurer

The accompanying Accounting Policies and Explanatory Notes form an integral part of, and should be read in conjunction with, these financial statements.

**THE CHARTERED INSTITUTE OF LOGISTICS
AND TRANSPORT IN HONG KONG
(Incorporated in Hong Kong and Limited by Guarantee)
Statement of Cash Flows
For the Year Ended 31st December 2016**

	<i>Note</i>	<u>2016</u> HK\$	<u>2015</u> HK\$
Cash flows from operating activities			
Surplus/(Deficit) for the year		93,564	(6,964)
Adjustments for:			
Depreciation		73,490	75,964
Bank interest income		(31,275)	(24,425)
Interest on obligation under a finance lease		240	682
		<hr/>	<hr/>
Operating surplus before changes in working capital		136,019	45,257
Changes in working capital:			
Decrease in accounts and other receivables		9,206	29,582
(Decrease) / increase in accounts and other payables		(9,753)	80,260
		<hr/>	<hr/>
Net cash generated from operating activities		<u>135,472</u>	<u>155,099</u>
Cash flows from investing activities			
Bank interest income		31,275	24,425
		<hr/>	<hr/>
Net cash generated from investing activities		<u>31,275</u>	<u>24,425</u>
Cash flows from financing activities			
Interest on obligation under a finance lease		(240)	(682)
Repayment of obligation under a finance lease		(4,934)	(4,093)
Increase in scholarship and award fund		-	44,000
		<hr/>	<hr/>
Net cash (used in)/generated from financing activities		<u>(5,174)</u>	<u>39,225</u>
Net Increase in cash and cash equivalents		161,573	218,749
Cash and cash equivalents at beginning of the year		4,731,580	4,512,831
		<hr/>	<hr/>
Cash and cash equivalents at end of the year	<i>10</i>	<u>4,893,153</u>	<u>4,731,580</u>

The accompanying Accounting Policies and Explanatory Notes form an integral part of, and should be read in conjunction with, these financial statements.

**THE CHARTERED INSTITUTE OF LOGISTICS
AND TRANSPORT IN HONG KONG
(Incorporated in Hong Kong and Limited by Guarantee)
Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

Reporting Entity

The Chartered Institute of Logistics and Transport in Hong Kong (the "Institute") is a body corporate incorporated in Hong Kong as an institute limited by guarantee. The Institute's registered office is located at 7/F., Yue Hing Building, 103 Hennessy Road, Wanchai, Hong Kong. The principal activities of the Institute include, inter alia, to promote, encourage and co-ordinate the study of the science and art of transport; to initiate, foster and maintain investigation and research into the best means and methods of any appliances for transport, transit and locomotion and the problems that are involved and their most satisfactory solution; to extend, increase and disseminate knowledge and exchange information and ideas in regard to all questions connected therewith; and to assist and further in all practicable ways the development and improvement of transport, transit and locomotion in the best interest of the community. The liability of the members is limited to contributing to the assets of the Institute to the extent of HK\$10 each in the event that the Institute is wound up.

1. Basis of Preparation and Accounting Policies

The Institute qualifies for the reporting exemption as a small private company under Section 359(1)(a) of the Hong Kong Companies Ordinance (Cap. 622) and is therefore entitled to prepare and present its financial statements in accordance with the Small and Medium-sized Entity Financial Reporting Standard (SME-FRS) issued by the Hong Kong Institute of Certified Public Accountants.

These financial statements comply with the SME-FRS and have been prepared under the accrual basis of accounting and on the basis that the Institute is a going concern.

The measurement base adopted is the historical cost convention.

The following are the specific accounting policies that are necessary for a proper understanding of the financial statements:

a). Revenue Recognition

Revenue is recognised when it is probable that the economic benefits will flow to the Institute and when the revenue can be measured reliably, on the following bases:

- (i) Members' subscription fees are recognised on a time proportion basis.
- (ii) Accreditation income, administrative income and income from examinations are recognized at a point in time on completion of services.
- (iii) Interest income is recognised on a time proportion basis taking into account the principal outstanding and at the interest rate applicable.
- (iv) Members' entrance fees are recognized at a point in time on completion of assessment services by granting the qualification and status to the applicants.
- (v) Revenue from activities is recognised upon completion of the relevant events.

**THE CHARTERED INSTITUTE OF LOGISTICS
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Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

1. Basis of Preparation and Accounting Policies (Cont'd)

b).Borrowing Costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

c).Foreign Exchange

The reporting currency of the Institute is Hong Kong Dollars, which is the currency of the primary economic environment in which the Institute operates.

Foreign currency transactions are converted at the exchange rate applicable at the transaction date. Foreign currency monetary items are translated into Hong Kong Dollars using exchange rates applicable at the end of the reporting period. Gains and losses on foreign exchange are recognised in the income statement.

d).Property, Plant and Equipment

Property, plant and equipment are stated at cost less accumulated depreciation and impairment losses, if any.

The depreciable amount of an item of property, plant and equipment is allocated on a systematic basis over its estimated useful life using the straight-line method. The principal annual rates used for depreciation are as follows:

Leasehold land	Over the remaining lease term
Buildings	2.5%
Leasehold improvements	20%
Furniture and equipment	20%

e).Impairment of Assets

An assessment is made at the end of each reporting period to determine whether there is any indication of impairment or reversal of previous impairment, including terms of property, plant and equipment. In the event that an asset's carrying amount exceeds its recoverable amount, the carrying amount is reduced to recoverable amount and an impairment loss is recognised in the income statement. A previously recognised impairment loss is reversed only if there has been a change in estimates used to determine the recoverable amount, however not to an amount higher than the carrying amount that would have been determined (net of depreciation), had no impairment losses been recognised for the asset in prior years.

f). Accounts and Other Receivables

Accounts and other receivables are stated at estimated realisable value after each debt has been considered individually. Where the payment of a debt becomes doubtful a provision is made and charged to the income statement.

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Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

1. Basis of Preparation and Accounting Policies (Cont'd)

g). Retirement Benefit Costs

The Institute participates in a Mandatory Provident Fund Scheme (the MPF scheme) under the Hong Kong Mandatory Provident Fund Schemes Ordinance for employees employed under the jurisdiction of the Hong Kong Employment Ordinance and not previously covered by the defined benefit retirement plan. The MPF scheme is a defined contribution retirement plan administered by independent trustees. Under the MPF scheme, the employer and its employees are each required to make contributions to the plan at 5% of the employees' relevant income, subject to a cap of monthly relevant income of HK\$30,000. Contributions to the plan vest immediately.

h). Leases

Leases that transfer substantially all the rewards and risks of ownership of assets to the Institute are accounted for as finance leases. At the inception of a finance lease, the cost of the leased asset is capitalised at the fair value of the leased asset or, if lower, at the present value of the minimum lease payments. Lease payments are apportioned between the finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are charged to the income statement.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the asset or the lease term.

Leases where substantially all the risks and rewards of ownership of assets are not transferred to the lessee are accounted for as operating leases. Annual rents applicable to such operating leases are charged to the income statement on a straight-line basis over the lease term.

i). Government Grant

A government grant is not recognised until there is reasonable assurance that the entity will comply with the conditions attaching to it, and that the grant will be received. Receipt of a grant does not of itself provide conclusive evidence that the conditions attaching to the grant have been or will be fulfilled.

j). Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and on hand and short-term, highly liquid investments that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts that are repayable on demand and form an integral part of the Institute's cash management are also included as a component of cash and cash equivalents for the purpose of the cash flow statement.

**THE CHARTERED INSTITUTE OF LOGISTICS
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Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

2. Transition to the Small and Medium-sized Entity Financial Report Standards (“SME-FRS”)

The Institute's financial statements for the year ended 31 December 2016 are its first annual financial statements prepared under accounting policies that comply with the SME-FRS. The Institute applied Hong Kong Financial Reporting Standard for Private Entities ("HKFRS for PE") prior to the application of the SME-FRS.

The Institute's date of transition is 1 January 2016 and the Institute prepared its opening balance of statement of financial position in compliance with the SME-FRS at that date.

The application of the SME-FRS had no material effect on the financial statements for the prior accounting periods. Accordingly, no prior period adjustment is required.

3. Revenue

Revenue represents members' subscription fees.

4. Other Income

An analysis of the Institute's other income is as follows:

	<u>2016</u> HK\$	<u>2015</u> HK\$
Accreditation fee income	18,000	10,000
Advertising income – members' directory	-	74,800
Bank interest income	31,275	24,425
CILT International administration fee	44,447	51,687
Examination fees	18,200	13,100
Gala dinner income	683,800	-
Members' entrance fees	130,200	109,420
Sundry income	4,561	19,358
Exchange gains, net	-	107
Profit on Institute events	<u>66,508</u>	<u>34,506</u>
	<u>996,991</u>	<u>337,403</u>

5. Finance Costs

Finance costs represent interest on obligation under a finance lease.

**THE CHARTERED INSTITUTE OF LOGISTICS
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(Incorporated in Hong Kong and Limited by Guarantee)
Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

6. Surplus/(Deficits) for the year

Surplus/(Deficits) for the year is arrived at:

	<u>2016</u> HK\$	<u>2015</u> HK\$
After charging/(crediting) the following items:		
Depreciation	73,490	75,964
Exchange gains, net	-	(107)
Staff costs	<u>1,240,854</u>	<u>1,228,724</u>

7. Council Members' Remuneration

During the year, no remuneration was paid to the Council Members for their services to the Institute (2015: Nil).

8. Taxation

The Institute is a non-profit-making entity and is exempted from profits tax under Section 88 of the Hong Kong Inland Revenue Ordinance (2015: Nil).

**THE CHARTERED INSTITUTE OF LOGISTICS
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Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016

9. Property, Plant and Equipment

	<i>Leasehold land and buildings</i>	<i>Leasehold improvements</i>	<i>Furniture and equipment</i>	<i>Total</i>
	HK\$	HK\$	HK\$	HK\$
Costs:				
At 01.01.2016	4,175,664	53,787	731,646	4,961,097
Disposal	-	-	(18,440)	(18,440)
At 31.12.2016	<u>4,175,664</u>	<u>53,787</u>	<u>731,206</u>	<u>4,942,657</u>
Accumulated depreciation And impairment losses				
At 01.01.2016	1,067,413	53,787	720,910	1,842,110
Depreciation	65,687	-	7,803	73,490
Written back	-	-	(18,440)	(18,440)
At 31.12.2016	<u>1,133,100</u>	<u>53,787</u>	<u>710,273</u>	<u>1,897,160</u>
Net carrying amount				
At 31.12.2016	<u>3,042,564</u>	<u>-</u>	<u>2,933</u>	<u>3,045,497</u>
At 31.12.2015	<u>3,108,251</u>	<u>-</u>	<u>10,736</u>	<u>3,118,987</u>

10. Cash and Bank Balances

	<u>2016</u>	<u>2015</u>
	HK\$	HK\$
Bank time deposits	3,970,326	3,811,624
Cash at banks	917,827	914,956
Cash on hand	5,000	5,000
	<u>4,893,153</u>	<u>4,731,580</u>

**THE CHARTERED INSTITUTE OF LOGISTICS
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(Incorporated in Hong Kong and Limited by Guarantee)
Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

11. Accounts and Other Payables

	<u>2016</u> HK\$	<u>2015</u> HK\$
Accounts payable and accruals	25,981	9,940
Sponsors' contribution received in advance	50,000	56,874
Members' subscription fees received in advance	1,050,773	1,086,699
Event fees received in advance	56,000	10,800
WiLAT Global Adviser Fund (Note 12)	16,402	76,470
Government grant (Note 13)	304,084	328,427
WiLAT Fund (Note 14)	60,487	4,270
	<u>1,563,727</u>	<u>1,573,480</u>

12. WiLAT Global Adviser Fund

	<u>2016</u> HK\$	<u>2015</u> HK\$
Balance at beginning of the year	76,470	70,318
Bank interest income	4	4
Income from donation during the year	-	50,000
	<u>76,474</u>	<u>120,322</u>
<u>Less:</u> Payment for expenses during the year	<u>(60,072)</u>	<u>(43,852)</u>
Balance at end of the year	<u>16,402</u>	<u>76,470</u>

The above fund is used to subsidize the travelling and related expenses of the WiLAT Global Adviser of The Chartered Institute of Logistics and Transport ("CILT") for CILT/WiLAT business and activities.

13. Government Grant

	<u>2016</u> HK\$	<u>2015</u> HK\$
Balance at beginning of the year	328,427	328,695
Bank interest income	27	32
	<u>328,454</u>	<u>328,727</u>
<u>Less:</u> Payment for expenses during the year	<u>(24,370)</u>	<u>(300)</u>
Balance at end of the year	<u>304,084</u>	<u>328,427</u>

The above grant represents government sponsorship from Transport and Housing Bureau for Freight Logistics Sector Training Programme held jointly with Hong Kong Association of Freight Forwarding and Logistics Limited.

**THE CHARTERED INSTITUTE OF LOGISTICS
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(Incorporated in Hong Kong and Limited by Guarantee)
Accounting Policies and Explanatory Notes to the Financial Statements
For the Year Ended 31st December 2016**

14. WiLAT Fund

	<u>2016</u> HK\$	<u>2015</u> HK\$
Balance at beginning of the year	4,270	-
Income from activities during the year	38,274	1,200
Income from donation during the year	90,000	85,000
	<u>132,544</u>	<u>86,200</u>
<u>Less:</u> Payment for expenses during the year	<u>(72,057)</u>	<u>(81,930)</u>
Balance at end of the year	<u>60,487</u>	<u>4,270</u>

The above fund is used to subsidize the travelling and activity expenses of the Women in Logistics and Transport.

15. Changes in Funds

	<i>Members'</i> <i>Fund</i> HK\$	<i>Scholarship</i> <i>and</i> <i>Award Fund</i> HK\$	<i>Total</i> HK\$
At 01.01.2016	6,352,455	99,000	6,451,455
Surplus for the year	<u>93,564</u>	<u>-</u>	<u>93,564</u>
At 31.12.2016	<u>6,446,019</u>	<u>99,000</u>	<u>6,545,019</u>

15. Approval of Financial Statement

These financial statements were authorised for issue by the Institute's Council on 18 August 2017.

APPENDIX A

ANNUAL REPORT OF THE STANDING COMMITTEE (SC)

By Mr. TSANG Wing-hang, FCILT
Chairperson of the Standing Committee

Purpose

1. The purpose of this paper is to summarise the work done by the Standing Committee in the year 2016/2017.

Membership of Standing Committee

2. The current membership of the Standing Committee for the session 2016/2018 is as follows:
 - Mr. TSANG Wing-hang, FCILT, President (Chairperson)
 - Mr. Sunny Lap-kee HO, FCILT, Immediate Past President
 - Ir Dr. Vincent Ping FONG, FCILT, Vice President
 - Ir Dr. Kelvin Kai-yuen LEUNG, FCILT, Vice President
 - Dr. Jacob Chak-pui KAM, FCILT, Vice President
 - Dr. Venus Yuen-ha LUN, FCILT, Vice President
 - Mr. Joseph Chun-fai TSUI, FCILT, Honorary Secretary
 - Dr. Kenneth Kam-hung PANG, FCILT, Honorary Treasurer

Relationship with CILT International

3. Throughout the year, CILT Hong Kong continued with our active participation and contribution to CILT International.
 - i) Mr. Sunny HO succeeded Prof. Becky LOO for the International Vice President position for a term of 3 years (2016-2018).
 - ii) Prof. Becky LOO was re-invited to chair the International Membership Standards Committee in 2016/2017.
 - iii) Other Offices / Roles in the International Council:
 - Mr. Stephen Xin CHAN, was the East Asia Region YP Ambassador till April 2017 when he was seconded to overseas by his employer
 - Dr. Dorothy CHAN is the WiLAT Global Advisor
 - Ms. Vicky KOO is the WiLAT Deputy Convenor
 - CILTHK maintains one of the four members of the International Secretariat and is responsible for membership administration matters with global Institute Branches
4. Meetings and events attended/organised were as follows:
 - i) The Hong Kong delegation, the ever largest team of 23 members, has attended the International Convention (ICM 2017) held in Macao on 11th–14th June 2017 (a report has been published in CILTHK Newsletter Issue 69, Apr-Jun 2017).
 - ii) CILT Hong Kong was commissioned to organise technical visits for international delegates for the CILT International Convention 2017 in Hong Kong on 14th June 2017. The Institute would like to express our heartfelt

thanks to the supports from the following companies:

- Hong Kong Air Cargo Terminals Limited
- Hong Kong Airlines Limited
- Modern Terminals Limited
- MTR Corporation Limited

iii) Mr. Sunny HO attended the 3rd China International Logistics Development Conference held in Sunning on 31st October – 1st November 2016.

5. Visits of colleagues/friends from the CILT International family

i) Mr. Paul BROOKS, former International President, visited Macao via Hong Kong on 6th-8th November 2016. A meeting was arranged among Mr. WH TSANG, President; Mr. Sunny HO, International Vice President; Mr. Paul BROOKS and Mr. Keith NEWTON, International Secretary General.

ii) A dinner was hosted for Mr. Kevin BYRNE, International President (2017-2018); Mr. Steve RINSLER, International Hon Secretary; Mr. Keith NEWTON, International Secretary General; and Mr. Jon HARRIS, International Professional Development Co-ordinator, on 15th June 2017 when they travelled to Hong Kong after the ICM 2017.

iii) A group of Sri Lankan MBA students from the University of Moratuwa, visited CILTHK on 8th June 2017 during their educational tour in Hong Kong.

Governance – Revised Articles of Association

6. The revised Articles of Association was presented in the last AGM held on 20th September 2016 and was approved by members. However, further comments were received from the Inland Revenue Department afterwards and a final approval from the Companies Registry was received on 7th March 2017. The Institute has been required to re-present the new revised copy of Articles of Association to members for adoption. A Special Resolution is being sought at the AGM 2017 (Agenda item No. 6).

CILTHK President Award 2017

7. The Award is to honour the outstanding contribution of individual members to the Institute. Prof. Becky Pui-ying LOO, FCILT, is conferred for this prestigious award in appreciating for her long and invaluable service to both CILTHK & CILT International and the transport industry. The award presentation will be held at the AGM 2017.

External Relations

8. Mr. TSANG Wing-hang attended the below consultation sessions called by the Financial Secretary Office:

i) 2017 Policy Address and 2017/18 Budget Consultation Session on 1st December 2016;

ii) 2017/18 Policy Address Consultation Session exclusively for Maritime, Transport and Logistics sector on 10th August 2017;

- iii) 2017/18 Policy Address Consultation Session on 29th August 2017.

Views on the Institute's former submissions on various transport and logistics topics were consolidated in the President's presentations and written submissions were presented for the Government's consideration.

9. Mr. TSANG Wing-hang was invited to be one of the panel speakers in the Government's Hong Kong 2030+ first joint professional forum on 12th November 2016.
10. On 7th September 2017, a letter was sent to the Secretary for Constitutional and Mainland Affairs in requesting to give designating eligible CILTHK members the status of individual voters in the relevant Functional Constituency.
11. The Institute appreciates very much for the support of our Honorary Legal Advisor, Ms. Suyin ANAND, who had been guest speaker in various CILTHK seminars and lectures. The working relationship is going to be further enhanced. Ince & Co. will issue a newsletter of legal and compliance updates targeted at the logistics industry and the Institute will participate in suggesting topics. The first issue will soon be circulated for members' reading by end of September 2017.
12. Throughout the year, CILT Hong Kong continued to be appointed/actively involved in various government advisory boards and academic institutions. CILTHK representatives are as follows:

Name of Government Advisory Boards/ Academic Institutions	CILTHK Representative
Harbourfront Commission	Prof. Becky Pui-ying LOO Mr. LEUNG Kong-yui
LOGSCOUNCIL and its 3 Subcommittees (SIS / SID / SMP)	Mr. Sunny Lap-kee HO
Road Safety Council	Prof. Becky Pui-ying LOO
Road Safety Research Committee	Mr. Sam Man-sang CHOW
Road Safety Campaign Committee	Ms. Carolina Lai-ching YIP
Logistics Industry Consultative Network, Employees Retraining Broad	Mr. Eric Man-sum WONG
Transport Logistics Training Board, Vocational Training Council	Dr. Isaac Ka-chui NG
Departmental Advisory Committee, Department of Logistics and Maritime Studies, The Hong Kong Polytechnic University	Mr. Eric Man-sum WONG
HKU SPACE Academic Committee (PDip in Logistics and Transport Management)	Dr. Isaac Ka-chui NG Ms. Carolina Lai-ching YIP

APPENDIX B

ANNUAL REPORT OF THE ADMINISTRATION COMMITTEE (AC)

By Mr. Joseph Chun-fai TSUI, FCILT
Chairperson of the Administration Committee

Purpose

1. The purpose of this paper is to summarise the work done by the Administration Committee in the year 2016/2017.

Membership of Administration Committee

2. The members of the Administration Committee for the session 2014/2016 are:
 - Mr. Joseph Chun-fai TSUI, FCILT (Chairperson)
 - Dr. Kenneth Kam-hung PANG, FCILT (*resigned on 3 Aug 2017*)
 - Mr. Sydney Kam-cheung CHAN, FCILT
 - Mr. Wilson Wai-sum LEUNG, MILT
 - Miss Jorence Yin-kwan TSANG, CMILT
 - Miss Harriet LEUNG

Revamp of the Institute website

3. To improve the working efficiency, enrich the functionality of the Institute website to have closer communication with members and public, the revamp of the Institute website has been commenced. Invitation for quotation was sent out in August with a deadline for submission of quotation on 30th September 2017.
4. The tentative working plan are as follows:
 - Stage 1 will be to re-design the artistic outlook of web pages, to re-organise functions and to modify it a to be mobile-friendly website
 - Stage 2 will be added with new functions such as event management system and CPD system (the additional fund to achieve these objectives will be through applying for the Government's Technology Voucher Programme for funding SME)

Renovation works at Toilets of the CILTHK Office

5. The office was bought in 2001 and no renovation works has ever been carried out for both male and female toilets. Last year, an incident of water seepage from the male toilet caused concrete fallen from the ceiling in down stair's toilet, rectification works was duly completed. In this connection, a full renovation works of both male and female toilets will be carried out soon.

CILT International Membership Administration

6. CILTHK has been commissioned by CILT International for assessing and administering membership applications for FCILT/CMILT/MILT/Affiliate from CILT Institute Branches worldwide since 1st July 2008. The new agreement with CILT International for a 2-year term till 31st December 2018 was signed on 10th November 2016.
7. An Assessment Panel formed by at least 3 FCILTs and/or CMILTs met every two months. Special thanks are extended to Mr. LEUNG Kong-yui, FCILT and

Chairman of the Membership Committee (MC), and members of MC for taking up the assessment jobs since October 2012. The following table is a summary of the international membership administration work done in last year.

Grade	Jan-Dec 2016		Accumulated Total (1 st Jan – 31 st Aug 2017)	
	Applications Received	Applications Awarded	Applications Received	Applications Awarded*
Affiliate	42	54	36	16
Member	60	46	41	25
CMILT	59	58	75	42
FCILT	8	5	8	2
Total	169	163	160	85

Currently, there are 21 CILT Institute Branches globally.

** There was no Assessment Panel Meeting in August 2017 and that was the reason on the variances of numbers of applications and awards.*

Staffing and Division of Roles in the Administration Office

8. The Administration Office is now operated by 4 full-time staff providing full administrative and secretarial support to the Council and the 12 committees.

Miss Harriet LEUNG Executive Manager	Takes charge of the overall management of the day-to-day general office administration; and serves as secretary to several committees of the Institute
Miss Chili LAI Assistant Manager	Takes care of local membership matters and CILT international membership administration
Miss Tif TAM Senior Administration Officer	Co-ordinates activities organised by the Professional Activities Committee and the Marketing & Promotion Committee
Mr. Patrick LAU Senior Administration Officer	Co-ordinates the activities of the Education & Training Committee CALF Programme

APPENDIX C

ANNUAL REPORT OF THE EDUCATION AND TRAINING COMMITTEE (E&T)

By Dr. Isaac Ka-chui NG, FCILT
Chairperson of Education and Training Committee

Purpose

1. The roles of the Education and Training Committee are to set professional standards, to conduct professional qualifying examination and to monitor continuing professional development for members. It also works closely with interested parties to cultivate talents for serving in the industry.

Members of Education and Training Committee

2. The members of the Education and Training Committee for the session 2016/2018 are:
 - Dr. Isaac Ka-chui NG, FCILT (Chairperson)
 - Dr. Venus Yuen-ha LUN, FCILT (Vice President)
 - Mr. Peter Yee-chun NG, FCILT (Chair of CILTHK/HAFFA Joint Training Programme)
 - Dr. Peter Chi-chung WONG, FCILT (Chair of Academic Events Sub-committee & PQE Sub-committee)
 - Mr. WONG Kam-kong, CMILT (Chair of CPD Sub-committee)
 - Ir Dr. CHAN Ching-yuen, CMILT
 - Mr. Sydney Kam-cheung CHAN, FCILT
 - Dr. Roger Kwok-yuen CHAN, CMILT
 - Mr. Alfred Tat-tim CHAN, CMILT
 - Mr. Gary Yiu-leung CHAN, CMILT
 - Mr. Raymond Lam-wan CHU, CMILT
 - Mr. Dee Siu-cheung HO, CMILT
 - Mr. LAI Siu-chung, CMILT
 - Mr. Patrick Bing-kwan LAM, CMILT
 - Mr. Winson Wai-kwong LAM, CMILT
 - Mr. LAU Ching-por, CMILT
 - Mr. Derek Kuo-hsiung LEE, CMILT
 - Mr. Paul For-ling LEUNG, CMILT
 - Mr. Alan Wai-keung LEUNG, FCILT
 - Mr. David Yiu-fai LEUNG, CMILT
 - Dr. LI Ka-shu, CMILT
 - Mr. Analdo Ping-hon LI, FCILT
 - Ir Ken Tsz-kin NG, FCILT
 - Mr. Harry Wai-kin POON, CMILT
 - Mr. Lawrence Chak-ming TAM, CMILT
 - Mr. TSANG Chik-leung, FCILT
 - Mr. WONG Chung-man, CMILT
 - Ms. Pauline Sau-ching WONG, CMILT
 - Mr. YIM Man-lung, CMILT
 - Mr. Raymond Lap-hang YUEN, CMILT

Professional Qualifying Examination (PQE)

3. PQE May 2017, 8th - 12th May 2017
This was the first examination on the new syllabus. There were 5 candidates enrolled for 16 papers in the PQE May 2017. 15 out of 16 PQE papers were attempted by members in the examination and the average passing rate was 93.4%.

4. Mr. TAM Lai-ming achieved the highest mark in paper *AL1: Law of Business and Carriage* and among all papers in PQE 2017 and therefore selected for the Best Paper Award 2017. The Award will be presented at Annual General Meeting (AGM) 2017 in recognising his achievement.

Student Day

5. In collaboration with Hang Seng Management College (HSMC), the CILTHK Student Day 2017 was held successfully on 4th March 2017. Generous sponsorships for both the Student Day and Essay Competition were received from DHL Global Forwarding (HK) Ltd. and MTR Corporation Limited.
6. Over 200 students, both from tertiary institutions and secondary schools, and guests attended the event. The participants from 9 tertiary institutions included:-
- The Chinese University of Hong Kong
 - Hang Seng Management College
 - HKU SPACE Community College
 - Hong Kong Institute of Vocational Education (Tsing Yi)
 - The Hong Kong Polytechnic University
 - The Hong Kong University of Science and Technology
 - Macau University of Science and Technology
 - PolyU Hong Kong Community College
 - The University of Hong Kong

The impressive presentation on the topic of “**Do you think if the liners cut the capacity, the carriers industry can be in a better financial status?**” delivered by students of The University of Hong Kong won the championship. Hang Seng Management College and The Hong Kong University of Science and Technology were awarded the 1st Runner Up and 2nd Runner Up respectively.

Student Essay Competition

7. The 15th CILTHK Essay Competition with topics of “**What is quality taxi service?**”/「何謂優質的士服務？」 **for Junior Group** and “**How important is information technology to taxi service in the 21st century?**”/「資訊科技對的士服務在廿一世紀有何重要？」 **for Senior Group** attracted a significant numbers of submissions from students of secondary schools. The award presentation was held in conjunction with the Student Day 2017 on 4th March 2017 at HSMC. Prizes were awarded to students from the following schools:-

Chinese Stream - Junior Group

Champion	Pok Oi Hospital Tang Pui King Memorial College
1 st Runner Up	NTHYK Yuen Long District Secondary School
2 nd Runner Up	Yan Chai Hospital No.2 Secondary School
Merit Awards	Notre Dame College
	Po Leung Kuk Yao Ling Sun College
	Tack Ching Girls' Secondary School
	Yan Chai Hospital No.2 Secondary School

Chinese Stream - Senior Group

Champion	Yan Chai Hospital No.2 Secondary School
1 st Runner Up	Yan Chai Hospital No.2 Secondary School
2 nd Runner Up	Baptist Lui Ming Choi Secondary School
Merit Awards	Tack Ching Girls' Secondary School Yan Chai Hospital No.2 Secondary School

English Stream - Junior Group

Champion	St. Paul's Convent School
1 st Runner Up	Pui Tak Canossian College
2 nd Runner Up	Sing Yin Secondary School
Merit Awards	Pui Tak Canossian College Rhenish Church Pang Hok Ko Memorial College St. Mary's Canossian College Ying Wa College

English Stream - Senior Group

Champion	St. Joseph's College
1 st Runner Up	Good Hope School
2 nd Runner Up	Rhenish Church Pang Hok Ko Memorial College
Merit Awards	Marymount Secondary School Po Leung Kuk No.1 W.H. Cheung College St. Paul's Convent School

CILTHK Logistics & Transport Student Final Year Project Award

- A total of 8 nominations were received from 4 institutions for the CILTHK Logistics & Transport Student Final Year Project Award 2017.
- Miss HO Wing-hang, graduate of The Hong Kong Polytechnic University, with her thesis ***“Design of a follow up treatment scheduling system for optimizing the routing of home care nursing staff in the healthcare industry”*** was selected to receive this year’s Student Final Year Project Award. She will be presented a prize of HK\$5,000 together with one-year free CILTHK membership by the President at the CILTHK AGM 2017.

CILTHK Scholarship

- A total of 12 nominations were received for the CILTHK Scholarship 2016/17. One student has been selected from each of the following academic levels and will be awarded a bursary of HK\$4,000.
 - One for Master degree student;
 - One for Bachelor degree student;
 - One for sub-degree student.
- Mr. DANG Xinlong (Master degree student from The Hong Kong Polytechnic University), Miss LIANG Wenshan (Bachelor degree student from The Hong Kong Polytechnic University) and Mr. WONG Chik-ho (Sub-degree student from HKU SPACE Community College) were selected to receive the awards. Each of them will be presented the prize by the President at the CILTHK AGM 2017.

CILTHK Kerry Logistics Scholarship

12. Kerry Warehouse (HK) Ltd. sponsored a Titled Scholarship, namely CILTHK Kerry Logistics Scholarship, for 3 consecutive years from 2016/17. It attracted a total of 10 nominations from CILTHK accredited logistics programme. Participating students were required to attend a technical visit at Kerry Logistics PC³ warehouse in Taipo and to prepare a presentation on the topic - ***The importance of process flow in logistics industry***. One student from Master degree and two students from Bachelor degree have been selected to receive the awards. They will be awarded a bursary of HK\$6,000, HK\$5,000 & HK\$4,000 respectively.

13. Miss LAU Suet-ying Alice (Master degree from The Hong Kong Polytechnic University), Miss TSE Yan-wing (Bachelor degree from Hang Seng Management College) and Mr. WONG Chi-kit (Bachelor degree from The Hong Kong Polytechnic University) were selected to receive the awards. Each of them will be presented the prize by the President at the President at the CILTHK AGM 2017.

Continuing Professional Development (CPD)

14. A number of seminars, visits and workshops were organised by CILTHK in this year to facilitate our members for their continuing professional development, including:-

List of CPD activities 2016/2017

Item		No.
1	CILTHK Seminars	8
2	Joint events with other professional bodies	1
3	CILTHK Visits / Joint visits	3
4	CILTHK 2-day Course	2
5	MATPP/ CUSUP Seminars	4
6	Supporting events	32

15. To promote CPD and to help members familiarising with the requirements of CPD, CPD quizzes have been introduced. The 1st and 2nd quizzes were held in May and July 2017. Gifts were awarded to members who answered all questions correctly as encouragement. Three more CPD quizzes will be organised in September, November 2017 & January 2018.

CILTHK/ HAFFA Joint Program – Training Programme for the Freight Logistics Sector

16. The vocational training programme jointly organised by the Institute and the Hongkong Association of Freight Forwarding and Logistics Ltd. (HAFFA) with funding support from the HKSAR Government (through the Hong Kong Logistics Development Council) is still in progress. New classes for all modules/units of both Airfreight and Seafreight Programmes have been scheduling during last year.

17. In view of the changes and manpower demand in logistics industry, CILTHK and HAFFA proposed new mode of course structure – One-day Workshop, to improve the enrolment rate and which has been approved by the Hong Kong Logistics Development Council. Without compromising the essentials that need to be taught, the curriculum will also be compacted.

18. The re-structure of the Programme has taken effect in the 4th quarter of 2016. For students who aim at QF qualification, they may continue enrol for the usual Airfreight and Seafreight M3 & M4. All modules/units are open for enrolment by the public. Please visit the Institute's website for details on class schedules (www.cilt.org.hk/Events) page or HAFFA's website at <http://www.haffa.com.hk/VTP.html>).
19. Statistics on accumulated attendances of the training classes on Seafreight sector are as follows:

Seafreight	Classes	Students
<u>Old Framework (10-class lecture)</u>		
Module 1: Introduction to Seafreight	5	79
Module 2: NVOCC SOP (Customer Service)	4	40
Module 3: Executive Certificate in Shipping Practice (Level 4)	0	0
Module 4: Executive Certificate in Warehousing and Distribution (Level 4)	0	0
<u>New Framework (1-day workshop)</u>		
Unit 1: Introduction to Seafreight	0	0
Unit 2: NVOCC (Customer Service)	1	19
Unit 3: Warehousing and Distribution	2	30

Career and Life Formula (CALF) Professional Advancement Programme for Young Managers of the Logistics & Transport Industry

20. The second year's training programme is jointly organised by E&T, LPC, WiLAT, and YMC that aims at preparing young managers of logistics and transport industry for further career advancement by broadening their perspectives and helping them build their own formula for success in their future career life.
21. It is a 7-month programme organised exclusively for CILTHK members. The programme arranges 7 Core subjects, 2 Logistics subjects and 2 Transport subjects for the participants. The schedule of the programme are as follows:

Date	Course Title	Speakers
27 May	Insights into Evolving Transport Industry and HK Public Transport Policy	Dr. Dorothy CHAN, Deputy Director of HKU SPACE
10 Jun	Career Planning & Development	Ms. Cassandra LEE, Practice Leader, AP of Logistics Executive
24 Jun	Competition and Anti-trust	Ms. Suyin ANAND, Partner of Ince & Co. / Hon Legal Advisor of CILTHK
08 Jul	Leadership and Strategic Management in Logistics and Transport	Mr. TSANG Wing-hang, President of CILTHK
19 Aug	Procurement and Sourcing Strategy	Ms. Lily HEO, Procurement GM of Airport Authority Hong Kong
02 Sep	PPP and Facility Management	Ir Dr. Vincent FONG, Director and GM of Tollways Transport Infrastructure Mgt. Ltd.

30 Sep	Emergency and Incident Management	Mr. Adi LAU, Operations Director of MTR
14 Oct	Supply Chain & Logistics Tread	Mr. Eddy CHAN, Head of China, SVP at FedEx
04 Nov	Corporate Communication and Social Responsibility	Ir Dr. David HO, Group GM of Hong Kong Ferry (Holding) Ltd.
18 Nov	Technology & Innovation	Mr. Andy BIEN, Chief Information Officer of Airport Authority HK
25 Nov	E Commerce Logistics	Ir Dr. Anthony LAU, Chairman of Pacific Air Ltd.

22. Each participant will enjoy a free executive coaching service for one year after successful completion of the training programme.
23. The training fee is charged at HK\$3,800 (all inclusive). A total of 20 participants coming from:
- Aramex Hong Kong Ltd.
 - DHL Global Forwarding (HK) Ltd.
 - Hong Kong Air Cargo Terminals Ltd.
 - Hong Kong Tramways, Ltd.
 - Kwoon Chung Bus Holdings Ltd.
 - Modern Terminals Ltd.
 - MTR Corporation Ltd.
 - Shun Tak – China Travel Ship Management Ltd.
 - Sinotrans (HK) Shipping Ltd.

Acknowledgements for Sponsorships

24. E&T and the Institutes wish to express our gratitude to the following companies which, through their generosity, have helped to make events/scholarships possible:

Company/Organisation	Sponsored Event/Scholarship
Airport Authority Hong Kong	<ul style="list-style-type: none"> • CILTHK Scholarship 2016/17 & 2017/18 • CILTHK Logistics & Transport Student Final Year Project Award 2017 & 2018
DHL Global Forwarding (HK) Ltd.	<ul style="list-style-type: none"> • CILTHK Student Day 2017 • The 15th CILTHK Essay Competition
Kerry Warehouse (Hong Kong) Ltd.	<ul style="list-style-type: none"> • Titled Scholarship 2016/17 - 2018/19
MTR Corporation Ltd.	<ul style="list-style-type: none"> • CILTHK Student Day 2017 & 2018 • The 15th & 16th CILTHK Essay Competition
Shun Tak – China Travel Ship Management Ltd.	<ul style="list-style-type: none"> • CILTHK Scholarship 2017/18 • CILTHK Logistics & Transport Student Final Year Project Award 2018
Wilson Group Ltd.	<ul style="list-style-type: none"> • CILTHK Scholarship 2017/18 • CILTHK Logistics & Transport Student Final Year Project Award 2018

APPENDIX D

ANNUAL REPORT OF THE LOGISTICS POLICY COMMITTEE (LPC)

By Mr. Eric Man-sum WONG, FCILT
Chairperson of the Logistics Policy Committee

Purpose

1. The purpose of this paper is to summarise the work done in the year 2016/2017.

Membership of Logistics Policy Committee

2. The members of the Logistics Policy Committee for the session 2016/2018 are:

- Mr. Eric Man-sum WONG, FCILT (Chairperson)
- Mr. Thomas Sze-piu YU, CMILT (Vice Chairperson)
- Mr. Anthony Ka-kui CHAN, CMILT
- Mr. Terry Kin-fai CHAN, CMILT (*joined on 7 Mar 2017*)
- Dr. Roger Kwok-yuen CHAN, CMILT
- Mr. Jorge Man-lam CHAN, CMILT
- Mr. Alex Ping-yau CHAN, CMILT (*joined on 30 Nov 2016*)
- Mr. Keno Tai-yip CHEUNG, CMILT
- Dr. Sylvia Ying HE, CMILT
- Mr. Dee Siu-cheung HO, CMILT
- Mr. Alex Pok-sing KOO, CMILT
- Mr. Gilbert Kin-yu LAM, CMILT
- Mr. Jacky Yat-leung LAM, CMILT
- Mr. Kenneth Kin-wu LAW, CMILT
- Mr. Derek Kuo-hsuing LEE, CMILT
- Ms. Ruth Shuk-fun LEE, CMILT
- Ms. Regina Hong-ling LI, CMILT
- Mr. Carlos Kar-lok LI, CMILT (*resigned on 13 Mar 2017*)
- Mr. Alan Lun-fai LO, CMILT
- Mr. Vincent Chi-kit NG, CMILT
- Mr. Paul SOUSA, CMILT
- Mr. Cliff Augustine SULLIVAN, CMILT
- Mr. Ronald Ho-tai WONG, CMILT
- Ms. WONG Kam-yan, CMILT
- Dr. Eugene Yin-cheung WONG, CMILT
- Mr. Keith Siu-on WOO, CMILT
- Hon. Frankie Chi-ming YICK, FCILT

Policy recommendation / Submission

3. **Taking a Cue from the Hanjin Shipping's Demise to Avoid Recurrence of Unmitigated Damages to Stakeholders**, 18th November 2016

Hanjin Shipping's receivership rocked the industry, also had thrown the global trade network into confusion. A forum was organised on 27th October 2016 (please refer to the PAC Report) to discuss:

- The reason of Hanjin's bankruptcy
- Its collapse meant for world shipping
- The way forward for shipping industry

Afterwards, a paper to consolidate speakers' views was submitted to the Secretary for Transport and Housing in appealing to the Government for more effective measures to be adopted so as to protect the interest of the trade.

4. **Representations on Case BE/00004 (Notice issued under section 16 of the Competition Ordinance of a proposed block exemption order for certain liner shipping agreements)**, 14th December 2016
- The Hong Kong Competition Commission published a proposed block exemption order for a number of specific activities carried out by parties to vessel sharing agreements on 14th September 2016.
 - The Institute was invited to make representations and it was submitted to the Competition Commissions on 14th December 2016.
 - On 8th August 2017, The Competition Commission issued a block exemption order for vessel sharing agreements between liner shipping companies.
5. **Hong Kong 2030+: Towards a Planning Vision & Strategy Transcending 2030**, 16th March 2017
- The Hong Kong 2030+ is the updating of the territorial development strategy. In responding to the government's public engagement exercise, the Deputy Director of Planning and officials of the Planning Department were invited to give a special briefing to members of Logistics Policy Committee (LPC) and Transport Policy Committee (TPC) on 18th January 2017. A joint submission was prepared to the Planning Department afterwards.
6. **Views on Future Container Terminal Development in Hong Kong**, 2nd May 2017
- In regard to a comment by government officials in the public that Hong Kong should no longer be competing in the container terminal business with other cities in Greater Bay Area, the Institute voiced out our concern and to urge the Government to render continual support to the enhancement of the port facilities and encourage the injection of value-added maritime services complementary to the deliverables in Guangdong and Macao.
7. **Submission on 'Guangdong-Hong Kong-Macao Greater Bay Area'**, 24th July 2017
- The Greater Bay Area concept is a new hot topic in recent months. It was initiated by the Central Government which involves creating a world-class technology hub based on increased cooperation in the region. The Institute submitted a paper to both the Secretary for Transport and Housing and Secretary for Constitutional and Mainland Affairs in recommending measures to safeguard the role of Hong Kong in transport and logistics while making suggestions for regional co-operations.

Copy of above submission items 3-7 and corresponding replies have been posted at the NEWS/POSITION PAPERS page on the Institute website.

During the past year, the following issues/activities have been discussed/carried out in the Logistics Policy Committee meetings:

8. **Set-up of 4 Focus Groups**
- Green Logistics: defined as the smart operational logistics process that contribute to achieve the hard targets of lowering emissions as well as innovation that will help reduce carbon footprints;
 - Aviation Security: to focus on the latest development of aviation security and airfreight
 - Cold Chain: to focus on the cold chain logistics operation for cross-border and domestic markets and to identify opportunities for participation of local logistics practitioners, especially SMEs
 - E-Commerce: to study the current state of practice of cross-border

e-commerce logistics in Hong Kong so to suggest the ways and means the Government can help practitioners, especially SMEs, to take advantage of the resulting logistics business opportunities. A joint seminar with the Professional Activities Committee (PAC) will be held on 14th October 2017 at PolyU.

9. **Industry Talks for CityU MSc Students**

The Institute was invited by programme leader of the CityU's MSc Operations and Supply Chain Management to give industry talks to their students. The following talks were given by members of LPC:

- "The Role of Hong Kong in Cross Border E-commerce" by Mr. John YU on 13th January 2017;
- "Expected the Unexpected" by Ms. Regina LI on 10th March 2017
- "E-commerce" by Mr. Terry CHAN on 17th March 2017' and
- "Globalisation, international trade and OBOR – implications for the logistics industries in HK" by Ms. Ruth LEE on 17th March 2017.

10. **Meeting of the LegCo Panel on Development**

The meeting was held on 27th June 2017 to receive public views on "ex-gratia allowance arrangement for business undertakings affected by Government's development clearance exercises". Mr. Jacky LAM volunteered to attend the meeting on a personal basis due to the short notice of meeting that incapable for a discussion of the topic in advance in the LPC.

11. **Meeting with ARUP for the use of brownfield in New Territories**

ARUP was appointed by the Planning Department on conducting a feasibility study on the status quo of the use and operation of brownfield in New Territories. The Institute was invited to share our views and opinions in a meeting with ARUP and officials from the Planning Department on 4th July 2017.

APPENDIX E

ANNUAL REPORT OF THE MARKETING & PROMOTION COMMITTEE (MPC)

By Mr. Sam Man-sang CHOW, FCILT
Chairperson of the Marketing & Promotion Committee

Purpose

1. The purpose of this paper is to summarise the work and activities in the year 2016/2017.

Membership of Marketing & Promotion Committee

2. The members of the Marketing & Promotion Committee for the session 2016/2018 are:
 - Mr. Sam Man-sang CHOW, FCILT (Chairperson)
 - Mr. Ken Kin-leung CHAN, A
 - Ms. Twisbee Pik-chui LAM, MILT
 - Mr. Kevin Kam-tong MO, CMILT
 - Mr. Frankie King-chung POON, CMILT
 - Ms. Phoebe Kin-chee WONG, CMILT
 - Mr. Keith Siu-on WOO, CMILT
 - Ms. Julia YOUNG, CMILT
 - Ms. Sokie Sui-kay YUNG, CMILT (*resigned on 18 Jul 2017*)

CILT International Young Achiever Award 2017

3. Ms. CHENG Man-yee, Sonia, the winner of CILTHK Young Achiever Award 2016, was nominated by the Council and has been successfully elected the CILT International Young Achiever Award 2017.

CILTHK Young Achiever Award 2017

4. The Award aims to recognise leadership, innovation, initiative, commitment and the pursuit of excellence as demonstrated by those young members making extraordinary contributions in their fields of endeavour. Since the winning participant will represent Hong Kong to compete for the International Young Achiever Award 2018, he/she has to be well recognised by the Hong Kong judging panels in 2 separate rounds of assessment. Mr. ZHANG Xin-yu, Gary, Group Station Manager of MTR Corporation Ltd. was selected as winner and the Award (a cash prize of HK\$10,000) will be presented at the AGM 2017.

CILT Award 2017 – “Service Excellence”

5. CILT Award 2017 “Service Excellence” is a renowned award for both the logistics and transport industries which aims to recognise and applaud the innovative and superb transport and logistics corporates and organisations in Hong Kong. The award has been opened for application in September. The timeline of the Award is as follows:

i)	Launching of CILT Award 2017	4 th September 2017
ii)	Deadline for submission	15 th December 2017
iii)	1 st round assessment	18 th December 2017- 12 th January 2018
iv)	2 nd round assessment	25 th Feb – 11 th Mar 2018
v)	Award Presentation	CILTHK 50 th Anniversary Gala Dinner in 2018

Promotion of the Institute

6. The Council has set two business strategies - to enhance the branding of CILTHK and to enlarge the membership database with a prior target of Organisation and Student Members. MPC has been discussing and setting plans for the below proposals.

Organisation Membership

MPC will take a proactive approach in inviting potential transport/ logistics enterprises. Furthermore, exclusive activities for Organisation Members are under consideration.

Student Membership

Roadshows or introduction sessions of the Institute and our profession to students studying local CILT/CILTHK accredited programmes will be continued. Council Members and young members are requested to support MPC in giving sharing sessions in future.

Social Media

To raise the exposure of CILTHK to the public and reinforce the connection with the local media, CILTHK considered to producing short videos on the Institute's former submissions on transport/logistics issues and to post them on social media, e.g. YouTube. MPC will further investigate more extensive use of social media and digital platform for the enhancement of CILTHK publicity.

Membership Survey

7. To better understand members' need and expectation towards the Institute membership services, an online membership survey was conducted in early 2017. The responses collected from the survey were useful for the betterment of our membership services.

Supporting Events and Marketing Opportunities

8. The Institute has participated as a supporting organisation to the following exhibitions and awards hosted by local professional institutions.

- i) **Hong Kong ICT Awards 2017 – Best Smart Hong Kong Award** on 8th December 2016 - 20th Jan 2017
This award was organised by GS1 Hong Kong for the third year which aims to encourage the development and adoption of Internet of Things technologies, Open Data/ Big Data techniques and Digital Inclusion applications promoting a smart city development with a more convenient environment for Smarter Business and Smarter Living.
- ii) **SmartHK in Fuzhou** on 25th May 2017
SmartHK is the annual largest flagship event organised by Hong Kong Trade Development Council (HKTDC) in the Chinese mainland to promote the excellence of Hong Kong's services. This year, SmartHK was held in Fuzhou, Fujian Province that is designated as the core area of the 21st Century Maritime Silk Road under the Central Government's Belt and Road Initiative. The theme was 'innovation and upgrading' with programmes of exhibitions, CEO forum, thematic seminars as well as a series of business matching and networking activities.

iii) **WorldSkills Hong Kong Competition and Carnival 2017** on 16th -17th June 2017

WorldSkills Hong Kong Competition and Carnival 2017 aims to provide a platform for young talents to showcase their skills and professional capabilities, and enable competitors from more than 12 skills areas to share insights and gain exposure through meeting the top skilled talents from different countries or regions. The skills try-out booths, career seminars and skills workshops in the event will facilitate local students, parents, employers and industry practitioners to understand the latest development of VPET in Hong Kong and cultivate young people's interest in pursuit of their study or career according to their interest.

APPENDIX F
ANNUAL REPORT OF THE MEMBERSHIP COMMITTEE (MC)

By Mr. Leung Kong-yui, FCILT
 Chairperson of the Membership Committee

1. Purpose

This report summarises the work of the Membership Committee in the year 2016/2017.

2. Composition of Membership Committee

The members of the Membership Committee for the session 2016/2018 are:

- Mr. LEUNG Kong-yui, FCILT (Chairperson)
- Ir Dr. Vincent Ping FONG, FCILT (Vice President)
- Mr. Sam Man-sang CHOW, FCILT
- Miss Karen Shui-kwan LAM, CMILT
- Mr. Ricky Shun-bun LAM, CMILT
- Mr. LI Wing-hong, CMILT
- Dr. Venus Yuen-ha LUN, FCILT
- Mr. MOK Chi-kit, CMILT
- Ir Ken Tsz-kin NG, FCILT
- Ir Dr. Paul Hon-yan TSUI, FCILT
- Ir Prof. WONG Sze-chun, FCILT
- Ms. Carolina Lai-ching YIP, FCILT
- Miss Alice Wai-chong YIP, CMILT

3. Membership Committee Meeting

The Membership Committee held monthly meetings in the year of 2016/2017.

4. Membership Statistics

The numbers of confirmed members as at 31st July 2017 and successful membership applications in the year of 2016/2017, with breakdowns by membership grade, are tabulated as follows:

Membership Grade	Number of Successful Applications in 2016/17	Number of Members as at 31-Jul-2017 (2016/17)	Number of Members as at 31-Jul-2016 (2015/16)
Organisation Member	0	30	31
Honorary Chartered Fellow	0	2	2
Chartered Fellow	18	136	122
Chartered Member	51	1021	1037
Member	17	271	289
Affiliate Member	30	142	133
Graduate Member	5	18	21
Student Member	104	162	104
Total	225	1782	1739

5. Promotion of Organisation Membership

To broaden the membership base, the Council has set to attract more companies joining as our Organisation Member, the committee will work together with the Marketing & Promotion Committee (MPC) in this regard.

6. Revised Election Criteria of Organisation Membership (CILTHK Membership Handbook 4.7.2)

In order to accommodate academic or non-profit making unit/organisation to become our Organisation Member, the amendments of the election criteria of Organisation Membership have been approved by the Council on 21st April 2017 as follows.

4.7.2 How is it Achieved?

4.7.2.1 Being our Organisation Members, the Organisation/ Company/ Institute must actively involve in:

- a) Air, sea, rail, road, passenger or freight transport; or
- b) Logistics; or
- c) Transport or logistics related services; or
- d) Transport or logistics related research and development organisation

4.7.2.2 Incorporated Company/ Statutory Body/ Registered Organisation

An incorporated company, statutory body or registered organisation in Hong Kong must have over one year of operation and with limited liability. Also, they must have:

- a) A minimum of 12 full-time employees; and/or
- b) A minimum paid-up capital of HK\$500,000 or above (for limited company with share); and
- c) At least two of the full-time employees must be members of the Institute.

4.7.2.3 Academic Institution/ Research Centre

An academic institution/ research centre must be able to demonstrate its affiliation with a local university/college. The academic institution/ research centre must have at least 2 of the staff members being members of the Institute.

7. Chartered Fellowship

In the year of 2016/2017, a total of 11 Chartered Fellows by way of nominations and 7 by upgrade were approved by the Council.

As reported in the last AGM 2016 and to encourage more current Chartered Members applying for an upgrade to Chartered Fellows, the below 3 steps' promotions have been completed at the end of 2016 respectively.

Step 1 – Take a less proactive approach to all CMILTs by appealing through newsletter;

Step 2 – Take a more proactive approach to all CMILTs by direct mailing;

Step 3 – Proactively invite the senior members on a Case by Case basis.

For the step 3, the membership Committee have reviewed the first batch of potential CMILTs and invitations have been sent to the potential senior members accordingly. After promotion, the numbers of Chartered Members upgrading to Chartered Fellow has increased from 3 (in the year of 2015/16) to 7 (in the year of 2016/17).

8. 50% discount Scheme for Affiliate Membership/ Graduate Membership

To attract and support young members in their professional development, current part-time students and fresh graduates from CILT/CILTHK accredited programmes are offered a concession rate of 50% on the annual fee for Affiliate Membership for a term of 2 consecutive years. The response to this scheme is as listed below.

Year	Number of Members	
	<i>Affiliate Member</i>	<i>Graduate Member</i>
<i>2013/2014</i>	7	8
<i>2014/2015</i>	13	3
<i>2015/2016</i>	14	2
<i>2016/2017</i>	5	2

In view of some young members (Affiliate and Graduate Members) might have met the qualification for to be MILT after accumulating adequate years of working experiences in the Transport/ Logistics Industry, the Membership Committee has also taken a proactive approach in encouraging them to pursue membership upgrade application. After an initial screening of the background of all 186 Affiliate Members and 23 Graduate Members on a case by case basis, 24 Affiliate Members and 17 Graduate Members have been invited for applying for upgrade to MILT/CMILT in 2017. The election would be determined in accordance to their working experience.

9. Free Membership Subscription fee for Student Membership

As one of the missions is to support young members in their development in the transport/logistics profession before joining the industry, a new incentive scheme – FREE CILTHK Student Membership, as approved in the AGM 2014, has been introduced to students who meet the criteria below.

- Aged below 25, and
- Full-time students studying CILT/CILTHK fully-exempted or partially-exempted programmes

Under this scheme, eligible students will enjoy a waiver on the annual fee for Student Membership for a maximum of four (4) consecutive years as long as they are qualified for Student Membership. The total numbers of Student Members recorded under the scheme in the recent three years are as follow.

Year	Number of Student Members waived for the annual fee
<i>2014/2015</i>	99
<i>2015/2016</i>	46
<i>2016/2017</i>	101

10. Proposed Waiver of Membership Application Fee for Students taking CILTHK accredited programmes

There are 25 CILTHK accredited programmes being offered in Hong Kong with over 2500 students, however, due to new applications for Student Membership/ Affiliate

Membership and Membership in the past few years were far less than expected, the Council has approved the proposal of the Quality Assurance Committee (QAC) to waive the one-off membership application fee of HK\$150 for students who are studying CILTHK accredited programmes.

These details of the proposal will be presented for members' adoption at the AGM this year.

11. Membership Directory 2017

The CILTHK Membership Directory 2017 was published in late August 2017. The Membership Directory has been sent to all CILTHK members, all sponsors/advertisers, major local operators in transport and logistics field and overseas CILT Territorial Organisations and Branches.

12. Membership Benefits

The following membership benefits have been provided to our members.

- i) **Flower Palace** – 10% discount on all products for all CILTHK members.
- ii) **Haagen-Dazs** – Ice-cream mooncake's Corporate Offer until 3rd October 2017.
- iii) **Harbour Cruise Bauhinia** – 20% discount on dinner buffet until 30th December 2017.
- iv) **Ka Shun Petroleum Trading Company** – special rate per litre in gasoline and oil diesel consumption at all Esso and Mobil retail sites.
- v) **Kogan Page** – 20% discount on logistics books as per the book list.
- vi) **Metropark Hotel Kowloon** – 15% discount at the House of Tang (Chinese restaurant), Palm Court (Western restaurant) and Sip Sip Bar until 30th December 2017.
- vii) **The Prudential Assurance Co. Ltd.** – special discount rates on various insurance policies.
- viii) **Shell Stations** – special rate per litre in gasoline and oil diesel consumption at Shell retail sites (except at Shell Airport – Passenger Terminal and Shell Airport – Cargo Terminal).
- ix) **Shun Tak Hospitality Services Ltd.** – special discount rates on Hong Kong-Macau turbojet ticket and admission tickets for Macau tourist sites until 31st December 2017.
- x) **South China Morning Post** – special discount rates on 1-year print subscription packages until 30th June 2018.

APPENDIX G

ANNUAL REPORT OF THE PROFESSIONAL ACTIVITIES COMMITTEE (PAC)

By Mr. Timothy Kam-kuen LI, FCILT
Chairperson of the Professional Activities Committee

Purpose

1. The purpose of this report is to summarise the work done by the PAC during the year 2016/2017.

Membership

2. The members of the Professional Activities Committee for the session 2016/2018 are:
 - Mr. Timothy Kam-kuen LI, FCILT (Chairperson)
 - Ir Prof Vincent Simon HO, FCILT (Vice Chairperson – Transport Stream)
 - Ir Prof Patrick Po-cheung LEE, FCILT (Vice Chairperson – Logistics Stream)
 - Dr. Jacob Chak-pui KAM, FCILT (Vice President)
 - Miss Maryanna Fung-ying CHAN, CMILT
 - Mr. Sydney Kam-cheung CHAN, FCILT
 - Dr. William Wai-sang CHAN, CMILT
 - Ms. Catherine Sau-king CHOW, CMILT
 - Ir Mervin Mo-boon CHOY, FCILT
 - Mr. Ken Hung-hing CHUNG, CMILT
 - Ir Dannies Ying-kit HO, CMILT
 - Mr. Jacky Tsang KU, CMILT
 - Mr. Simon Hon-chuen LAM, CMILT
 - Mr. Andy Ying-hung LAM, CMILT
 - Mr. Patrick Shing-shun MAN, FCILT
 - Ir Dr. Irene Wai-kuen POON, CMILT
 - Mr. Thomas Tze-kin TAM, CMILT
 - Mr. Ellan Kwok-fai TONG, CMILT
 - Mr. Alex Chun-ho WONG, CMILT
 - Ms. Julia YOUNG, CMILT
 - Mr. Thomas Sze-piu YU, CMILT
 - Dr. Simon Sheung-man YUEN, CMILT

Seminars

3. The following seminars were organised/co-organised with other institutions for members from September 2016 to August 2017:

- i) **“CILTHK Panel Discussion: Bankruptcy of Hanjin Shipping – the End of a Myth?”** presented by Ms. Rosita Lau, Partner of Ince & Co.; Mr. Thomas Lau, CMILT, Adjunct Lecturer of HKU SPACE; Mr. Peter Ng, FCILT, Council Member of CILTHK; Mr. Eric Wong, FCILT, CEO & Director of Marina Container Lines (HK) Ltd., on 27 October 2016

Hanjin Shipping (HJN) was one of the top 10 international transport and logistics conglomerates and the largest in South Korea offering comprehensive air, sea, land and ICT services. HJN filed for bankruptcy protection at Seoul Central Court on 30 August 2016 that was considered as the largest bankruptcy filing in the shipping industry in recent years. Its

collapse not only causes turmoil in the global seafreight but has thrown the global trade network into confusion. Four seasoned professionals were invited to share their perspectives on this incident. With the support of the Shipping Research Center of the Hong Kong Polytechnic University, the panel discussion was successfully held at PolyU on 27 October 2016 and it was well attended by over 100 CILTHK members and industry players.

- ii) **“CILTHK Two-day Course”** is an annual highlight event of the Institute. With an abundant support from Mr. Philip Yang and the fellow speakers, two two-day courses were held successfully at the Hong Kong Polytechnic University in November 2016 and April 2017.

CILTHK Two-day Course 2016 (Part II)– English Law of Contract A-Z”, presented by Mr. Philip YANG, Maritime & Commercial Arbitrator and Prof Albert Leung, Director of Operations of Jacobs China Ltd., on 12th -13th November 2016

Sharings were given on the common contractual issues that may lead to contractual disputes with elaborations how to prevent the contractual traps and pitfalls through review of decided cases and key principles. The course was a practical and intensive program for English Law of Contract which helped participants with a better understanding on how to address and eliminate contract disputes.

- iii) **CILTHK Two-day Course 2017 – Evidence: principle and practice** presented by Mr. Philip Yang, Maritime & Commercial Arbitrator; Prof Albert Leung, Director of Operations of Jacobs China Ltd. and Mr. Danny Mok, Maritime and Commercial Arbitrator, on 8th -9th April 2017

Evidence was touched in the former 2-day courses few years ago whilst this course was specially picked out again to allow a more thorough learning. The course covered an overview of the principles governing evidence in international arbitrations and important issues that should be aware of when considering the use of evidence in litigation. The three speakers cited many cases to enable the audiences to understand the subject more easily.

The courses would not be succeeded without the unfailing support of the speakers and co-organisers included PolyU SRC, HKARMS, HKIE-LTD, IMechE (HK) and IPSHK.

- iv) **“Maritime Fraud- Past & Present”**, presented by a team of legal experts from Ince & Co. Hong Kong included Mr. Rory Macfarlane, Partner & Co-head of Regulatory and Compliance Group Asia; Mr. Adrian Sargent, Senior Associate and Mr Richard Oakley, Solicitor and Master Mariner on 26th November 2016

CILTHK was pleased to be involved by delivering this technical seminar for members and industry players in supporting the Hong Kong Maritime Industry Week 2016. The team of legal experts examined how fraud had evolved in the maritime industry and the impact it had on the victims and on the insurance coverage. The topics covered: Fraud in the Context of Insurance; Scuttling Ships in the Context of Fraud and Marine Insurance and Fraud in the 21st Century.

- v) **“Keep the Costs of Arbitration in check – in a user’s perspective”**, presented by Mr. Danny Mok, Maritime and Commercial Arbitrator on 15th December 2016

Arbitration was traditionally described as a cost-efficient and expeditious way of resolving disputes; however, the cost of proceedings can quickly spiral out of control these days and complaints about high cost of arbitration are always heard of. Mr. Danny Mok shared his experience and insights on how to manage the costs of arbitration and to preserve the party’s costs position before this satellite issue of arbitration develops into another major battleground. Those micro and macro factors that might affect the arbitration costs were elaborated in the seminar.

- vi) **“Joint Seminar: Canadian Truck Safety”**, presented by Dr. Richard Lande, Senior Partner of Lande Langford on 20th January 2017

Dr. Richard Lande is an Honorary Fellow of CILT North America and has practiced surface transportation law for more than 40 years. Dr. Lande addressed in a seminar jointly organised by CILTHK and HKU SPACE Centre for Logistics and Transport on the Canadian transportation industry during his trips to Asia in January. In the seminar, meaning of Regulation was firstly reviewed as it pertains to the transportation industry; followed by how the economic deregulation of buses, airlines, trucking and railways, which took place in the 1980’s North America, had transformed the nature of the trucking industry. The presentation also described the hours of service restrictions for drivers, as well as eLog Book requirements in the future, the particular penalties related to truck drivers and the process in Canada of appealing a suspended license or a failed safety audit.

- vii) **“Short & Long Form of Bills of Lading”**, presented by Ms. Suyin Anand, Partner of Ince & Co Hong Kong and Honorary Legal Advisor of CILTHK on 11th March 2017.

This was the fourth seminar conducted by Ms. Suyin Anand since mid-2016 on the law of maritime & transportation. In this 3-hour seminar, Suyin elaborated the differences between short & long form bills of lading and shared some cases to explain the risks of using a short form bills of lading. In the second part of her presentation, Suyin gave an update on the Spar Shipping Decision and practical guidance on the legal principles sounding renunciation in the context of late and non-payment of hire under time charterparties .

We would like to convey our heartfelt thanks to Suyin and her team for their staunch support. Given the success of the seminar series, we look forward to having similar opportunities of collaboration in the coming future.

- viii) **“The Overview of Cable Car System”**, presented by Mr. Samuel Lee, Cable Car Workshop Manager of Ngong Ping 360 on 27th April 2017

The Ngong Ping Cable Car is a rare example of a bi-cable gondola circulating system offering a visually spectacular in 5.7km with panoramic views of North Lantau Country Park, Tung Chung Bay and the Hong Kong International Airport. It is the longest aerial cable car of its kind in Asia. Other than the cable car system, Samuel also shared his experiences on the cable car daily operations and challenges of the maintenance activities. The presentation had attracted a great deal of interest from members.

- ix) **“Hong Kong Logistics & Transportation Industry – Future Decade and Beyond”**, presented by Ir Prof Stephen Chan, Founder & Managing Director of Power Hub Ltd. and Immediate Past President of Hong Kong Logistics Association on 30th June 2017

In recent years, Hong Kong’s leading position in aviation and maritime logistics has been facing different challenges and competition coming over locally and regionally. For example, high land price, shortage of labour, environmental protection, allocation of land, appropriate vocational training and etc.. Ir Prof Stephen Chan predicted that the local logistics phenomenon would be completely changed in the coming 10-15 years and beyond. Ir Prof Chan shared his insight on the new horizon of the local logistics and transportation industry in 2030+ and addressed that high value added logistics should be a way to survive from the continuous challenges.

- x) **“Hong Kong 2030+: Sustainable Urban Mobility in Hong Kong”**, presented by Mr. KW Ng, Senior Town Planner, Planning Department of HKSAR Government on 11th July 2017

With the promulgation of the last review (‘Hong Kong 2030’) in 2007, the Hong Kong 2030+ is the latest strategic study updating the territorial development strategy, planning strategy and spatial development directions beyond 2030. Hong Kong 2030+ proposes a spatial development strategy aims to promote the vision of strengthening Hong Kong as a liveable, competitive and sustainable “Asia’s World City”. Sustainable urban mobility is integral to realising this vision. The speaker, Mr. KW Ng, led the participants exploring how inclusive, green and smart mobility could be pursued in Hong Kong transcending 2030. Moreover, it was our honour to have the presence of Mr. Raymond Lee, JP, Director of Planning, at the seminar. Mr. Lee explained that Hong Kong 2030+ was a platform to address complex urban issues. At the seminar, CILTHK members were encouraged to express their views on the issues which gave rise to a fruitful discussion.

- xi) **“MTR Bus and Light Rail Operations and Management”**, presented by Mr. Alan Kwan, Senior Train Crew Manager, MTR Corporation Ltd. on 29 July 2017

Hong Kong’s MTR Light Rail network has been an integral part of daily life in the Northwestern New Territories since 1988. In view of more new towns have been established and the growing population in the New Territories, the Light Rail network and feeder services have been expanded. Follow-through the last visit to MTR Tai Po Bus Maintenance Centre in December 2016, the seminar was organised to elaborate more thorough on the operations and management of MTR Bus and Light Rail. Mr. Kwan also shared with the participants his stories and philosophy in dealing with different stakeholders in order to provide quality rail services to the community. Participants found the seminar very informative and interesting.

Site/Company Visits

4. The following site visits were organised during 2016/2017.

i) **MTR Tai Po Bus Maintenance Center** on 3rd December 2016

MTR Bus plays a key role in the provision of a feeder bus service to further convenience the passengers using the MTR service. In crucial circumstance, MTR buses will also provide free shuttle bus services for passengers when the railway disruption occurs. CILTHK was glad to be the first professional institute paying a visit to the new MTR Tai Po Bus Maintenance Centre which was come into operation in Tai Po Industrial Estate in August 2015. The sharing of Mr. Alan Kwan, Bus Operations Manager of MTR Corporation Ltd., on how to apply the railway management concept to the MTR bus operations drew overwhelming responses from the participants. The visit was ended with a drill demonstration between the MTR Customer Service Rapid Response Unit (CSSRU) and MTR shuttle buses.

ii) **Zuellig Pharma Distribution Center** on 5th August 2017

Zuellig Pharma has been serving the Asian healthcare market since 1922 successfully. The distribution network now covers almost 350,000 clinics, hospitals, pharmacies and modern trade outlets in 12 countries. Audience learnt a safe and reliable cold-chain handling in compliance with the strict regulatory requirements on those temperature-sensitive pharmaceutical products as well as how Zuellig fulfilled different expectations and requirements of their clients. Through the visit, participants were introduced with a general overview on the concept of clinical trial supply and logistics, distribution center operations performance and key performance indicator (KPI). The visiting group toured around the warehouse and was shown with their cold chain facilities.

iii) **LSCM R&D Centre at Cyberport** on 11th August 2017

The Hong Kong R&D Centre for Logistics and Supply Chain Management Enabling Technologies (LSCM R&D Centre) was founded in 2006 with funding from the Innovation and Technology Fund of the HKSAR Government. Its mission has been to foster the development of core competencies in logistics and supply chain related technologies and to facilitate the adoption of these technologies by industries in Hong Kong and Mainland China. This was the first time CILTHK members visited the Centre and we were received by their Chief Executive Officer, Mr. Simon Wong. During the visit, the latest development, deployment and application of the LSCM's technologies in the industry were introduced. Participants were impressed by the technologies demonstration and found it very interesting.

CPD Activities

5. To meet with the increasing need for Continuing Professional Development (CPD), the Committee continued collaborating with Institute of Transport Studies, HKU in offering free Distinguished Transport Lecture Series to Institute's members.

- i) **Challenges & Opportunities of Hong Kong's Aviation Industry**, 20 Sep 2016
- ii) **Towards the Next Generation of Integrated Urban Models**, 9 Dec 2016
- iii) **On Harnessing the New Data Landscape for Transportation-Related Behavioral Analysis**, 17 Feb 2017

6. The Institute has been a supporting organisation to the following conferences/events hosted by local and overseas academic institutions and/or professional institutions.

Date	Activities
28-29 Sep 2016	Payload Asia Conference 2016
29-30 Sep 2016	LSCM Logistics Summit 2016 Logistics and Trade Opportunities in Belt and Road enabled by Innovation & Technologies
3-7 Oct 2016	Walk21 Hong Kong Conference
14 Oct 2016	Distinguished Transport Lecture Series 2016: How Many Cars are Too Many?
13-14 Oct 2016	Advanced Maritime Engineering Conference (AMEC) 2016
3 Nov 2016	GS1 Hong Kong Summit 2016 Innovating for Digital Consumers Connection
18 Nov 2016	PolyU DBA 20th Anniversary Forum Global Economic Outlook
19 Nov 2016	HKSTLA Cross Border E-commerce Forum
20-26 Nov 2016	Hong Kong Maritime Industry Week
22-23 Nov 2016	Asia Logistics and Maritime Conference 2016
26 Nov 2016	HKSTLA Joint Logistics Forum - 'Winning Strategies on One Belt One Road (OBOR) Forum'
1 Dec 2016	HK2030+ Public Engagement Workshop for Young Professionals
10-12 Dec 2016	The 21st International Conference of Hong Kong Society for Transportation Studies (HKSTS 2016) Smart Transportation
15 Dec 2016	HKLA Logistics Forum 2016 「探討冷鏈物流在網購的角色」
17 Jan 2017	HKIE-MMNC Technical Seminar Expert Witness Experience: Reconstruction and Discovery the Scene of Traffic Accident via Mechanical Knowledge
21-22 Mar 2017	Asia Pacific Rail 2017
8 Apr 2017	IPSHK 20th AGM cum Seminar 'Procurement & Supply Chain in Horizon (2020)'
14-15 Apr 2017	HKIE-MMNC – Technical Delegation to Guangzhou
29 Apr 2017	HKSTLA Seminar: Perspectives on Trading and Logistics on Belt and Road – Opportunities for Hong Kong
13 May 2017	IOSH Hong Kong Annual Safety Conference 2017 Good Corporate Governance for Managing OSH and Risks
22-25 May 2017	The 9th International Forum on Shipping, Ports and Airport (IFSPA 2017) Innovative Transport Logistics in Shaping the Future of Supply Chains
6 Sep 2017	BEC IEE Seminar: Low Emission Road Transportation & Logistics - Purchasing and Managing Vehicles
11 Sep 2017	Belt and Road Summit
13 Sep 2017	HKIE Conference: 'Technology for Smart Logistics: towards 2030+'
15 Sep 2017	LSCM Logistics Summit 2017 Logistics Robotics and Technologies for One Belt One Road
9 Oct 2017	The China Daily Asia Leadership Roundtable Business Luncheon
11-12 Oct 2017	Payload Asia Conference & Awards 2017

Date	Activities
22-27 Oct 2017	The 27th Annual Conference of International Railway Safety Council (IRSC 2017) Railway Safety – Innovation and Collaboration
21 Nov 2017	Hong Kong Maritime Week 2017 - Seminar ‘Challenges & Opportunities on Maritime Disputes’
19-26 Nov 2017	Hong Kong Maritime Week 2017
23-24 Nov 2017	The 7th Asia Logistics and Maritime Conference (ALMC) Belt and Road Initiative, E-Commerce and Smart Logistics
9-11 Dec 2017	The 22nd International Conference of Hong Kong Society for Transportation Studies (HKSTS 2017) Transport and Society
20-21 Mar 2018	Asia Pacific Rail 2018 Innovation, Technology & Strategy for Asia Pacific’s Rail Industry

Concluding Remarks

- To provide quality professional activities to members, Professional Activities Committee members continued to hold bi-monthly meetings during the current session. The Professional Activities Committee will continuously to organise and promote various activities in relation to the transport and logistics field.

APPENDIX H
ANNUAL REPORT OF THE PUBLICATION COMMITTEE (PC)

By Ir Dr. David Chi-shing HO, FCILT
 Chairperson of Publication Committee

Purpose

3. The purpose of this paper is to summarise the work done during the year 2016/2017 and report on the current activities carried out in the 2016/2017 session.

Members of Publication Committee

4. The Publication Committee for the 2016/2018 term have the following members.
- Ir Dr. David Chi-sing HO, FCILT (Chairperson)
 - Dr. Roger Kwok-yuen CHAN, CMILT
 - Mr. Joseph Chun-fai TSUI, FCILT
 - Ms. Phoebe Kin-chee WONG, CMILT
 - Dr. YIP Tsz-leung, FCILT

Publication of *CILTHK* Newsletter

3. As the communication channel between the Institute and members, the *CILTHK Newsletter* focuses on reporting various activities of the Institute, local and international, for members' information. Four issues (Issues 66-69) have been published since the last Annual General Meeting held on 20th September 2016.
4. The newsletter is distributed to members, CILT Councils, companies, governmental departments, public organisations, professional bodies, universities and tertiary institutions and public libraries. The breakdown of the average circulation of 2,000 copies is tabled as follows:

Categories	Circulation Number
CILTHK Members	1,700 – 1,800
CILT Territorial Organisations & Institute Branches	e-mail copy
Universities and Tertiary Institutions	60
Governmental Departments / Public Libraries / Trade Associations	110
Others (distribution through seminars, conference displays, membership promotion programmes)	50-100
Chief Editors of the Press/Media	15

Looking Ahead and Acknowledgement

5. The Committee is planning to send the e-version of the quarterly newsletter to all members starting from next year, while a hard copy to consolidate all four quarterly issues of the year will be prepared at year end and sent for members' reference/retention.
6. The Committee looks forward to enrich the contents and welcome members' ideas for further improvement. I also take this opportunity to sincerely thank Committee members and various other committees for contributing their valuable time and effort in the publication of the *CILTHK Newsletter*.

APPENDIX I

ANNUAL REPORT OF THE QUALITY ASSURANCE COMMITTEE (QAC)

By Prof. Anthony Gar-on YEH, FCILT
Chairperson of the Quality Assurance Committee

Purpose

1. The purpose of this report is to summarise the work done by the Quality Assurance Committee in the year 2016/2017.

Membership

2. The members of the Quality Assurance Committee for the session 2016/2018 are:
 - Prof. Anthony Gar-on YEH, FCILT (Chairperson)
 - Dr. Stephen Ming-kei CHING, CMILT
 - Prof. George Guoquan HUANG, FCILT
 - Mr. LEUNG Kong-yui, FCILT
 - Prof. Janny May-yee LEUNG, FCILT
 - Prof. Becky Pui-ying LOO, FCILT
 - Dr. Venus Yuen-ha LUN, FCILT
 - Dr. Isaac Ka-chui NG, FCILT
 - Ir Prof. WONG Sze-chun, FCILT
 - Dr. Eugene Yin-cheung WONG, CMILT

Programme Accreditation

3. New Accreditation Awarded:
 - i) *BBA in Supply Chain Management (Hons)*, Hang Seng Management College
 - full exemption for 5 years from the first intake in 2017 to the last intake in 2021
 - ii) *PDip in Business Logistics Management (China e-Business)*, HKU SPACE
 - provisional partial exemption for 4 OL papers from the intake in Sep-2017 till end of 2018
4. Renewal of Accreditation:
The Institute has awarded a total of 25 local programmes in universities/college and over half of them have been awarded full-exemptions. In accordance with the cycle of re-accreditation, accreditation visits to HKUST, HKU, CUHK, HKPU and HKU SPACE to review those full-exempted programmes will be conducted in the 4th quarter this year and next year.

Waiver of Membership Application Fee for students undertaking local CILTHK accredited programmes

5. To attract more students joining the Institute as members (Student Members or Affiliates or Members), the QAC proposed a waiver of membership application fee of HK\$150. In this connection, the Student Membership will become a total free membership. The relevant cost will be absorbed by the Accreditation Fee to be charged on programme renewal applications. The proposal is presented to members' consideration and adoption at the AGM 2017.
6. The initiative was presented in a form of poster and shared with CILT families at the Ideas Exchange competition in the CILT International Conference 2017 in Macao.

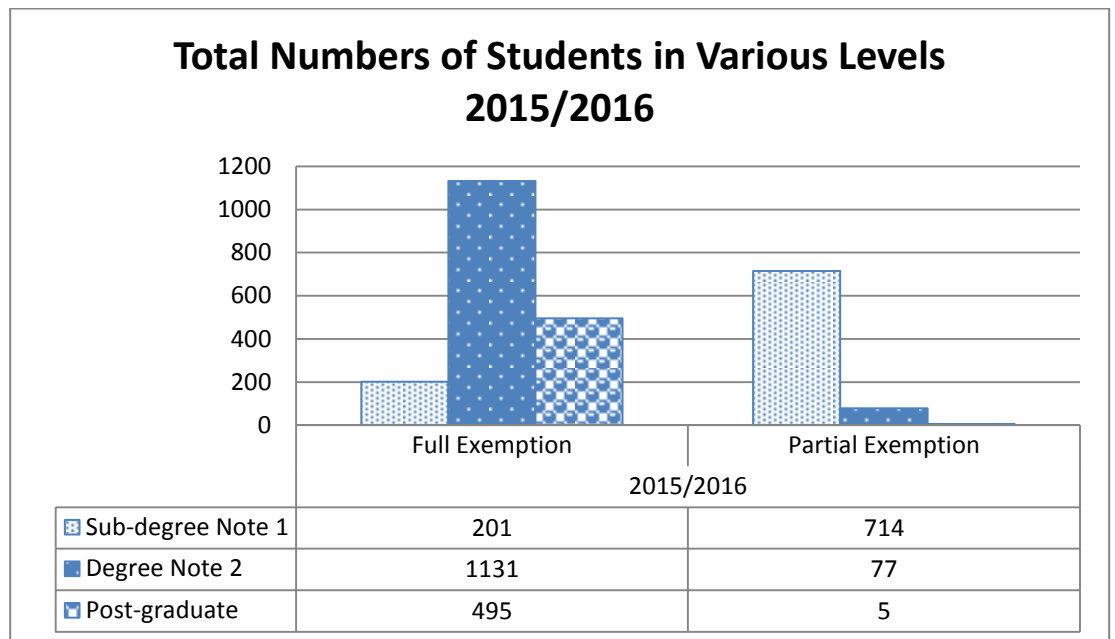
Annual Return

7. The Annual Return for the academic year 09/2015-08/2016 has been conducted in October 2016. The student/graduate statistics are summarised below.

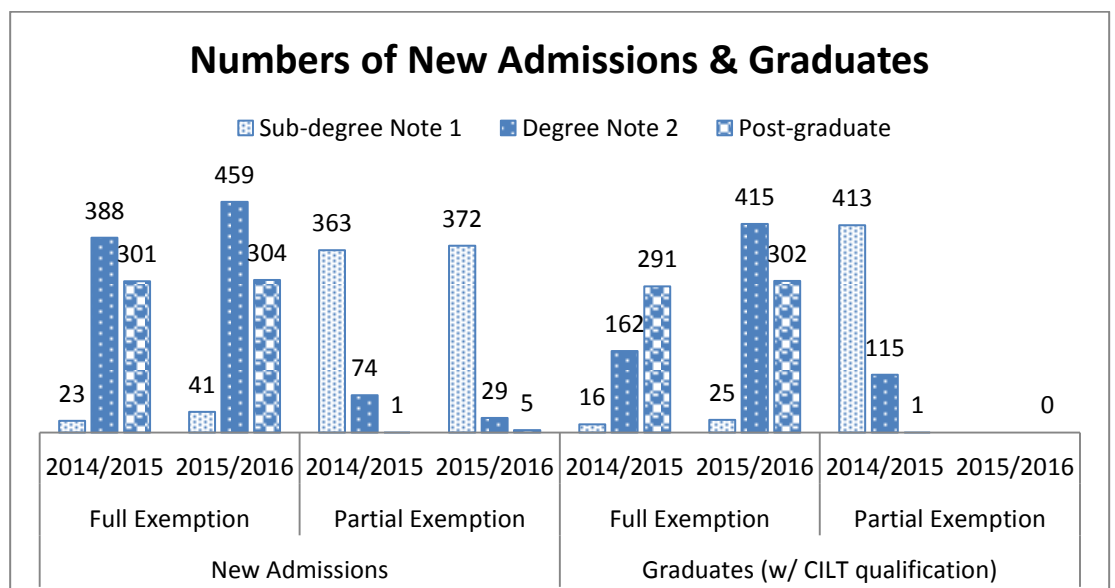
i) Numbers of CILT/CILTHK accredited programmes delivered in Hong Kong

Level	Full Exemption	Partial Exemption
Sub-degree	1	7
Degree	8	1
Post-graduate	7	2
Total	16	10

ii) Total numbers of students in various levels



iii) Comparison of the total numbers of New Admissions and Graduates in the academic years: 2014/2015 (last survey) vs 2015/2016 (current survey)



APPENDIX J

ANNUAL REPORT OF THE TRANSPORT POLICY COMMITTEE (TPC)

By Ms. Carolina Lai-ching YIP, FCILT
Chairperson of the Transport Policy Committee

Introduction

1. The purpose of this paper is to summarise the work done by the Transport Policy Committee in the year 2016/2017.

Membership of Transport & Logistics Policy Committee

2. The members of the Transport Policy Committee for the session 2016/2018 are:
 - Ms. Carolina Lai-ching YIP, FCILT (Chairperson)
 - Mr. LEUNG Kong-yui, FCILT (Vice Chairperson)
 - Mr. TSANG Wing-hang, FCILT (President)
 - Dr. Jacob Chak-pui KAM, FCILT (Vice President)
 - Mr. Evan AU YANG, FCILT
 - Mr. Demen Kwok-wai CHEUNG, CMILT
 - Mr. Sam Man-sang CHOW, FCILT
 - Mr. William Chak-man CHUNG, CMILT
 - Dr. Sylvia Ying HE, CMILT
 - Mr. Sunny Wing-tat HUI, CMILT
 - Mr. Alok JAIN, CMILT
 - Mr. KI Yu-tin, CMILT
 - Mr. Ricky Shun-bun LAM, CMILT
 - Mr. Franki Hoi-cheung LI, CMILT
 - Mr. Ken Yat-hung LI, MILT
 - Mr. MOK Chi-kit, CMILT
 - Mr. Gordon K. NEILSON, CMILT
 - Mr. Newton Yee-kwan NG, CMILT
 - Mr. Mark Andre SAVELLI, FCILT
 - Mr. Paul SOUSA, CMILT
 - Ms. Jorence Yin-kwan TSANG, CMILT
 - Mr. Emmanuel VIVANT, FCILT
 - Mr. Andrew Chi-wai WAN, MILT
 - Ms. Phoebe Kin-yee WONG, CMILT
 - Mr. Sunny Seung WONG, CMILT
 - Mr. Leo Chiu WONG, CMILT
 - Ms. WONG Mei-chi, CMILT
 - Mr. Allan Wai-hoong WONG, CMILT
 - Mr. Bobby Siu-lung YEUNG, CMILT
 - Mr. Edwin Wing-chun YEUNG, CMILT
 - Hon. Frankie Chi-ming YICK, FCILT

Policy recommendations / Submissions

3. **A Perspective on the Proposed Policy on Premium Taxis and Hire Car Permits (HCPs), 30th December 2016**
CILTHK supports improved quality of taxis but not an increase in quantity. The Institute strongly supports the Government's proposal to introduce "premium taxis" offering better quality service and upgraded vehicle and other facilities at a higher fare, but the scheme should be carried out through the conversion of taxis from the

existing taxi pool and not through the issue of new taxi licences.

4. **Hong Kong 2030+: Towards a Planning Vision & Strategy Transcending 2030, 16th March 2017**

The Hong Kong 2030+ is the updating of the territorial development strategy. In responding to the government's public engagement exercise, the Deputy Director of Planning and officials of the Planning Department were invited to give a special briefing to members of Logistics Policy Committee (LPC) and Transport Policy Committee (TPC) on 18th January 2017. A joint submission was prepared to the Planning Department afterwards.

Mr. KY LEUNG has also represented the Institute in attending the LegCo Development Panel Meeting on 10th March 2017 to present the Institute's views.

5. **Detailed Feasibility Study for Environmentally Friendly Linkage System for Kowloon East Interim Public Consultation, 28th June 2017**

The Institute has always made it clear that we are in support of the provision of an environmentally friendly public transport system to serve the development in Kowloon East. What is important, however, is to ensure that the identified mode is one that is sustainable and affordable with up-to-date technology, in addition to meeting the transport demand.

In the submission, we pointed out that the current Study had not given adequate assessment on such aspects as operational possibilities, cost implications, financial viability, new development in the transport field, etc., all of which are of relevance to the stated criteria of selection of an EFLS mode under capacity, efficiency, reliability and sustainability. Thus, we do not support the recommended way forward of focusing solely on monorail and APM as the elevated green public transport modes for further detailed study.

Mr. Alok JAIN represented the Institute in attending a briefing session organised by CEDD on 14th June 2017. Furthermore, a meeting was held among CILTHK, CEDD and ARUP on 22nd August 2017.

All copies of above letters/submissions and corresponding replies on items 3 to 5 have been posted at the NEWS/POSITION PAPERS page on the Institute website.

During the past year, the following issues have been tabled at the Transport Policy Committee meetings for discussion:

6. The problem of bus travelling time and the need for "bus priority" measures to maintain a reasonable bus speed for the provision of a "reliable" bus service to the public was discussed.
7. It was noted politicisation of public transport fares had resulted in reduced incentive for the public transport operators to invest in service quality improvement and there would be a need for a public transport fare policy to maintain the sustainability of the public transport system.
8. Mr. Alok JAIN, CMILT, TPC member gave a presentation on "Use of new technologies in transport" and shared how data had been well-used in transport system in other cities on 8th June 2017's TPC meeting.

9. The new Public Transport Strategy Study report was issued months ago, the TPC will discuss the report in details in coming committee meetings.
10. Two TPC members attended the Technical Workshop on “Toll Rationalisation Study of Three Road Harbour Crossings and Three Land Tunnels between Kowloon and Sha Tin – Feasibility Study” organised by the Transport Department on 13th July 2017. The main objectives of the toll rationalisation schemes are to alleviate traffic congestion at the connecting roads of the tunnels during peak hours on normal weekdays, and to minimise the impact on non-tunnel traffic. The TPC discussed our consolidated views in responding to Transport Department's questionnaire on the preliminary views about toll rationalisation.

APPENDIX K

ANNUAL REPORT OF THE WOMEN IN LOGISTICS AND TRANSPORT, HONG KONG (WiLAT)

By Ms. Vicky Wai-ming KOO, FCILT
Chairperson of the Women in Logistics and Transport, HK

Purpose

1. The purpose of this report is to summarise the work done by the WiLAT during the year 2016/2017.

Membership

2. The members of the Women in Logistics and Transport HK for the session 2016/2018 are:
 - Ms. Vicky KOO Wai-ming, FCILT (Chairperson)
 - Ms. Cecelia YEUNG Mo-kam, CMILT (Vice Chairperson of Branding and Funding)
 - Ms. Carmen LI Wai-ching, FCILT (Vice Chairperson of ROW)
 - Mr. Kenneth LAW Kin-wu, CMILT (Vice Chairperson of Activities)
 - Ms. Alice YIP Wai-chong, CMILT (East Asia Regional Coordinator)
 - Ms. Annie SHEK Ying-tung, Affiliate (Administrator)
 - Dr. Dorothy CHAN YUEN Tak-fai, Hon Fellow (Global Advisor)
 - Ms. Anna HONG Yu-han, FCILT (Advisor)
 - Ms. Miriam LAU Kin-yee, FCILT (Advisor)
 - Mrs. Miranda LEUNG CHAN Che-ming, FCILT (Advisor)
 - Mrs. Judy LI WU Wai-lok, FCILT (Advisor)

Event

3. The following seminars were organised/co-organised with other institutions for members from September 2016 to August 2017:
 - i) **Inauguration of WiLAT China** on 1st November, 2016
We have taken a proactive and supportive role on the establishment of the China chapter. This is a significant milestone and it will further connect all other WiLAT chapters in the Belt & Road initiative.
 - ii) **Pre-Christmas Mixer** on 23rd November 2016
A pre-Christmas mixer was hosted to give our appreciation to sponsors, volunteers and those who have supported in making WiLAT Hong Kong a success. We are thankful to have sponsorships from Shun Tak - China Travel Ship Management Limited, Asia Airfreight Terminal Co Ltd., Hong Kong Tramways Limited, MTR Corporations Ltd, The Kowloon Motor Bus Co. (1933) Ltd., Howse Williams Bowers and Vizilog Asia Limited. Ms. Annie TAM, GBS, JP, Permanent Secretary for Labour and Welfare Bureau shared about "My career as a female civil servant" and Mr. Bob ARMSTRONG, President of CILT in North America to share about "Linking North America and Asia".
 - iii) **CALF program 2016 & 2017**
Career and Life Formula (CALF) Professional Advancement Programme for Young Managers of the Logistics & Transport Industry was jointly organised by Women in Logistics and Transport, Young Members Committee and Education and Training Committee of CILT HK. The CALF Programme aims at allowing our young professionals to have the opportunity to expose themselves to

industry leaders; learn latest industry trends, be experienced to dialog with senior executives and build their social support network as a preparation for their future career advancement.

CALF program 2016 has been successfully completed upon the conclusion of the Singapore trip on 7-11 December 2016.

The 2nd CALF programme - CALF 2017 continued to offer a series of professional seminars which are delivered by industry leaders and subject matter experts in logistics and transport.

CALF 2016 Graduation Ceremony cum CALF 2017 Launching Ceremony was held on 22 May 2017.

- iv) **CILT Mauritius Conference & WiLAT Anniversary** on 24th March, 2017
Our Global Advisor Dr. Dorothy CHAN was invited to give keynote speech at the CILT Mauritius Conference. First anniversary of WiLAT MU was also celebrated in the same occasion with the attendance of Ms. Vicky KOO, WiLAT HK Chairperson and Deputy Global Convenor. An introduction of CALF program was made by Vicky and received a lot of interest in forming their own CALF program in 2018.
- v) **Sri Lanka MBA study tour in Hong Kong** on 6th to 11th June, 2017
A group of 19 MBA students from University of Moratuwa, Sri Lanka, Department of Transport and Logistics Management were received by WiLAT HK. In addition to classroom lectures by Dr. Dorothy CHAN, Mr. Eric WONG and Ms. Vicky KOO, site visits were organiaed at LF logistics, Asia Airfreight Terminal and MTL port. CILT HK president Mr. WH TSANG met the delegation at CILT HK office to share his insights of transport planning and development.
- vi) **ICM Macao convention and Global WiLAT Meeting on** 11th June, 2017
ICM Macao 2017 was the first ever international convention jointly organiaed by WiLAT. It was a successful event with over 260 international guests from 26 countries. The annual global WiLAT meeting was held on June 11th. Our Asia Patron Ms. Pansy HO and Nigeria patron Dr. Kema CHIKWE gave speeches to encourage women to excel in the role. Special attention was drawn to the development of the Big Bay Area. Ms. Miriam LAU, Advisor of WiLAT HK; Gayani de ALWIS, immediate past Chairperson of WiLAT Sri Lanka; and Nasreen HAQUE, Chairperson of WiLAT Pakistan shared their experience to encourage diversity in our industry. A working meeting was held after the sharing session in the afternoon.
- vii) **Global WE GOT TALENT cum WiLAT Dinner** on 13th June, 2017
"Global WE Got Talent cum WiLAT Dinner 2017" was successfully held on June 13, 2017 (Tuesday) at MGM Macao during the CILT International Convention in Macao. The performances by our industry practitioners were professionally delivered. It was well-attended by more than 200 members and friends of CILT and WiLAT from all over the world. Special thanks to our Honorary Asia Patron Ms. Pansy HO; and Shun Tak - China Travel Ship Management Ltd. Sponsored the venue and dinner. Other sponsors included MTR Corporation Limited, AMS Public Transport Holdings Limited, Kwoon Chung Bus Holdings Limited, Hong Kong Tramways, Limited, SaSa

International Holdings Limited, Hung Hing Printing Group Limited, Chung Shing Taxi Limited and Shun Tak & CITS Coach (Macao) Limited. Certificates signed by International President Mr. Kevin BYRNE were presented to all WiLAT Chairpersons, WiLAT Global Convener and WiLAT Global Advisor to appreciate their effort and leadership in developing WiLAT into an influential interest group for the industry. A WiLAT Theme Song “Fly up High” composed and performed by WiLAT HK to thanks our sponsors and supporters. Appreciation certificate has been presented to the production team by Ms. Anna HONG of Shun Tak.

"Global WE Got Talent 2017" is the third run talent show organiaed for the Logistics and Transport industry. It offers an opportunity for practitioners in industry to demonstrate their artistic talent and be recogniaed by the industry.

- viii) **Chat with Distinguished Leader session** on 22nd July, 2017
 “Chat with Distinguished Leader Program 2017” was held on July 22 (Saturday) afternoon at CILT Office. Mrs. LAU KUN Lai-kuen, Stella, SBS, JP, Headmistress, Diocesan Girls’ school shared her view of “Leadership in Education” to our young managers. Mrs. LAU is currently the Chairperson of the Women’s Commission, Labour and Welfare Bureau of the HKSAR, the Board Chairman of the Hong Kong Schools Sports Federation. As a distinguished women leader, the participants were all enjoyed and inspired by Mrs. LAU’s speech and encouraged to excel in their career development.
- ix) **WiLAT Myanmar meeting** on 24th July, 2017
 Meeting was held to dialogue with WiLAT Myanmar representative Ms. Sarabe CHAN to exchange ideas in the establishment of WiLAT Myanmar. Sarabe was leading a transport delegation to learn from Dr. Dorothy CHAN and invited guests on transport planning and administration hosted at HKU SPACE.

Concluding Remarks

This is the 5th year of WiLAT HK but the first report to be made at CILT HK AGM as an officiated committee of CILT HK since October 2016. We appreciate the recognition as a committee by our president Mr. WH TSANG and the council after much effort. We are also delighted to co-organise the International Convention Macao 2017 and setting a new high standard for future international conventions. The success of CALF 2016 was encouraging from all fronts and we are thankful to our organising committee and speakers making it possible for our young members to learn. The rerun in 2017 was an improved and refined program and we look forward to make this an annual offering at CILT HK.

Internationally, CILT country chapters and International are showing keen interest in the CALF program. We are sharing and providing advisories to CILT Mauritius and China to possibly formulating their CALF. To leverage the CILT global network, it is possible to exchange hosting of the CALF delegations among the CILT chapters to offer overseas learning opportunity to our young members. We are also enthusiastic in helping nearby countries to establish local WiLAT chapters.

Throughout the years, we have made more than 130 Friends of WiLAT. Some of them even volunteered their valuable time to support WiLAT HK. We like to look forward in welcoming them to the CILT family in the near future. With the official committee status, we have regrouped to form the committee with vice chairpersons for specific responsibility. With our powerful advisory team giving us guidance in the development, we look forward to another successful year in 2018. We would like to thank PAC in looking after WiLAT as an interest group prior to the formation of the WiLAT committee. For those who have taken part of the WiLAT HK activates prior to this term, we thank them whole heartedly of their contribution.

APPENDIX L

ANNUAL REPORT OF THE YOUNG MEMBERS COMMITTEE (YMC)

By Ir Dr. Paul Hon-yan TSUI, FCILT
Chairperson of the Young Members Committee

Purpose

1. The report summarises the work and activities of the Young Members Committee in the year 2016/2017.

Membership of the Young Members Committee

2. The members of the Young Members Committee for the session 2016/2018 are:
 - Ir Dr. Paul Hon-yan TSUI, FCILT (Chairperson)
 - Mr. Franki Hoi-cheung LI, CMILT (Executive Chair)
 - Mr. Dickie Siu-ho CHAN, CMILT (Secretary for Promotion)
 - Mr. Stephen Xin CHAN, MILT (Secretary of Int'l Affairs & Mentorship) (*resigned in April 2017*)
 - Mr. KI Yu-tin, CMILT (Secretary for Young Member)
 - Miss Kitty Hiu-yan LEUNG, S (Secretary for Social Activities) (*resigned on 30 Apr 2017*)
 - Mr. Brandon Hok-yiu LUI, S (Secretary of Industrial Project)
 - Miss Nancy Juanyu WU, GM (Secretary of Professional Development)
 - Mr. Keno Tai-yip CHEUNG, CMILT
 - Mr. Matthew Chak-leung LAU, S
 - Mr. Kenneth Kin-wu LAW, CMILT
 - Mr. Fred Chak-lam LO, A
 - Miss Grace Lixuan MIN, MILT
 - Mr. Ken Chi-kuen TANG, S

(Remarks: A= Affiliate Member, GM= Graduate Member, S= Student Member)

Student Ambassadors

3. To enhance the bonding with universities/colleges delivering CILT/CILTHK accredited programmes, invitations were sent to programme leaders in requesting 2 students to be nominated for joining the YMC for the session.
4. A total of 22 enrollments were received from:
 - HKCC, PolyU's Associate in Business (Logistics and Supply Chain Management)
 - IVE (TY)'s HD in Airfreight Management and Global Logistics
 - HKU's MSc (Eng) in Transportation Engineering
 - HKU's MSc in Urban Planning
 - HKUST's BEng (Hons) in Logistics Management and Engineering
 - PolyU's BBA (Hons) in Global Supply Chain Management
 - PolyU's BBA (Hons) in International Shipping and Transport Logistics
 - PolyU's MSc in Industrial Logistics Systems
 - PolyU's MSc in International Shipping and Transport Logistics

Appointment of Observers

5. To link YMC and YMC members with other Council Committees, YMC members have been attending other committee meetings (except Standing Committee, Membership Committee and Quality Assurance Committee) as Observers.

Mentorship Programme

6. The Mentorship Programme 2016/2017 was kicked off at the Hong Kong Polytechnic University on 13th March 2017. A total of 35 applications received and 25 students were selected in the final pairing with 13 Mentors.
7. A pre-kickoff event in the form a seminar on the topic of “Informal Mentoring and Personal Growth” was given by Mr. Daniel SHIM, former HR Director of MTRC on 23rd February 2017.

CILTHK Youth Project 2017

8. It was a new initiative by YMC with an aim to nurture students with exposures on transport and logistics under practical framework. Participants were required to investigate opportunities/problems the company currently faced, and provide solutions as well as implementation plan thereafter.
9. YMC would like to express their gratitude to the following companies in supporting the project and supervising students’ works during the course.
 - Citybus
 - DHL
 - Hong Kong Ferry
 - KMB
 - Kerry Logistics
 - MTR
10. A total of 11 applications were received. The winning team went to Miss Peggy Yan-man TANG and Miss Angel Lok-ting WONG from the HKU’s MSc in Urban Planning. Their study was in relation to Citybus with a topic on “**The Impacts of Traffic Congestion on Bus Service Quality & Bus Passenger Loyalty in a Competing Operating Environment: a Case Study of 592 Bus Route**”. They will be awarded with a trial flying class sponsored by Ir Dr. Paul TSUI, FCILT.

Seminars / Visits

11. 19th January 2017 CILTHK YMC Workshop: 'Level-up' Your PR & Presentation Skills Workshop
12. 24th February 2017 Visit - Explore Vessel Traffic Centre @ Marine Department
13. 18th March 2017 Visit - MTR Gallery Visit
14. 26th April 2017 CILTHK YMC Workshop: 'Level-up' Your CV Writing Skills
15. 12th August 2017 Visit – Traffic Control Centre of Transport Department
16. November 2017 Watersport Fun Day in supporting the Hong Kong Maritime Week 2017 (under planning with HKSTLA and HKLMSA)

CILT International Young Professionals Programme (IYPC) 2017

17. A total of 8 young members registered for the CILT International Convention 2017 held in Macao; 6 of them received a full subsidy on conference registration fee. Two of their trip reports were published in the CILTHK Newsletter Issue 69.
18. Mr Stephen CHAN, YMC member and International YP Regional Ambassador, has resigned for has been seconded to overseas by his employer. An alternate representative from YMC will be proposed to CILT International for consideration.
19. The next CILT International Convention will be hosted by CILT Poland on 3rd-6th June 2018 at Wroclaw. The Institute encourages all young members to mark down their diaries and take the opportunity to meet and learn from CILT members coming from the global family.

Road Shows at Tertiary Institutions/Secondary Schools

20. The following two roadshows were delivered by Mr. Benny CHENG, YMC Student Ambassador:
 - BBA (Hons) in Aviation Management and Logistics, 31st August 2017
 - MSc in International Shipping and Transport Logistics, 1st September 2017
21. YMC has drawn up plan for the coming new academic year (2017/2018) to approach senior secondary school students in encouraging them to pursue future study in transport/logistics areas.

Other Activities

22. Walk21 HK's Walkshops
The Institute was a supporting organisation of the International Conference held in October 2016. Our young members were invited to design two Walk21 HK's walkshops (walking tour and workshop) in conjunction with the conference on 7th October 2016.
 - 1st route: from TST Star Ferry pier, travelled along via the mid-level-escalator with the ending point at Dr Sun Yat-sen Museum
 - 2nd route: "From the Modest to the Oldest", started from the Wanchai Star Ferry pier, travelled through the busiest streets in Wanchai via the footbridges with the ending point at Bowen Road Lovers' Stone