

Understanding the Employees' Compensation Ordinance & Handling Work Injury Cases Effectively

Introduction

The Employees' Compensation Ordinance ("ECO" Cap 282, Law of Hong Kong) stipulates that employees injured or contracted occupational diseases at work are entitled to a range of compensations, including work injury leave, medical expenses, prostheses and surgical appliances, and lump sum compensation in the case of permanent loss of work capacity or death. The Ordinance requires employers to report these cases as early as possible, provide treatment, arrange medical examination for the employee, and to make payments to the employee during the work injury leave period. However, many problems might crop up in these processes. This workshop provides practical advice to employers on ways to handle these cases effectively.



Who should attend?

All employers, Human Resources Managers and staff with responsibilities for functions within the workplace that relate to Work Injury.

Course Outline

- Application of ECO & risks of engaging self-employed persons
- Work injury & occupational disease: definitions & grey areas
- Employer's liabilities & circumstances under which the employer is not liable
- Settlement of employees' compensation claims
- Arranging medical examination & treatment for the employee
- Basis for calculation of compensation – definition of "monthly earnings" & formulas
- Prevention of abuse of the employee compensation system
- Managing the post-injury period and assigning light duties

Date and Time:	10 March 2021 (Wednesday) 9:15am-12:45pm
Venue:	Online training (with Zoom)
Language:	Cantonese with English Terminology
Fee per delegate:	HKD980 *Special Offer: HKD1800 for delegates enrol "Workplace Accident Investigation" at the same time, and can enjoy HKD100 early bird discount if the payment is settled on or before 16 th February, 2021
Certificate:	Participants who successfully complete this course and have 80% attendance will be issued an Electronic Certificate of Attendance

Enrolment :

Please make cheque payable to "CED School of Business Limited" and send it together with this form to:

CED School of Business

Unit 20, 19/F One Midtown, 11 Hoi Shing Road, Tsuen Wan, N.T., HK



Enquiry: Tel: 21539887 or 27703033, or Email: training@ced.edu.hk

Trainer:
Mr Jacky Wong

Programme Director of CED School of Business

Mr. Wong graduated from HKUST, has more than 15 years of education, training and management experience. In addition to training projects such as communication, negotiation skills, interpersonal relations, customer service and creative applications, Mr. Wong is good at MS Office application in the workplace, he is also good at explaining the Employees' Compensation Ordinance in simple way, so that delegates can easily grasp and apply in work. Mr. Wong has been invited by business organizations, educational institutions, and non-profit organizations to teach courses many times, and is deeply trusted and praised by customers. Clients include: Fuji Electric Hong Kong, Labour Department, Greenpeace, Caritas-Hong Kong, Oxfam Hong Kong, YWCA, Yang Memorial Methodist Social Service, Bank of Communications, CIG CPA Limited, Gourmet House Macau Limited etc.

Enrolment Form

<input type="checkbox"/> HKD980	Understanding the ECO & Handling Work Injury Cases Effectively
<input type="checkbox"/> HKD1800	Workplace Accident Investigation + Understanding the ECO & Handling Work Injury Cases Effectively
<input type="checkbox"/> HKD1700	Workplace Accident Investigation + Understanding the ECO & Handling Work Injury Cases Effectively (Settle payment by 16 Feb)

Applicants should fill in all details in block letters and e-mail to info@ced.edu.hk

Company Name		Contact Person Name:	
Address		Telephone:	
		Position:	
		Email:	
Delegate Name (Mr/Ms)		Delegate Name (Mr/Ms)	
Position		Position	
Telephone	Fax	Telephone	Fax
Mobile:		Mobile:	
Email		Email	

- ✓ Seats are limited and available on a first-come-first-served basis.
- ✓ Confirmation of class schedule will be sent one week before class starts. If you do not receive any confirmation three days prior to the course, please call (852) 2153 9887
- ✓ Payment should be made together with the enrolment form before the course commencement or before the early bird deadline.
- ✓ Applicants are expected to attend the training at the place and time specified in the leaflet. In case of cancellation, please notify us in writing 14 working days prior to the event. Substitutions can be made at any time without penalty.
- ✓ Should a delegate fail to attend or withdraw after cancellation deadline, the full course fee remains payable and no refund.
- ✓ All the course fee should be settled 3 working days before the class date. Late payment will be subject to HKD200 administrative charges.
- ✓ Official receipt will only be issued upon written request.
- ✓ Training Services Provider reserves the right to make alternations regarding arrangements.
- ✓ Which channel do you get the information of this training courses? 1. Fax 2. Email 3. Website 4. Seminar 5. Facebook 6. LinkedIn 7. Advertisement 8. Business Manager 9. Others : (Please specify) _____

All the above information will be strictly used by CED School of Business for processing the application of the course only. For the details of the Personal Data (Privacy) Ordinance, please visit: <https://www.pcpd.org.hk/english/files/pdpo.pdf>

I agree and accept the above terms and conditions Signature : _____ Date : _____