



Canadian Certified General  
Accountants Association  
of Hong Kong

14B Dah Sing Life Building  
99-105 Des Voeux Road Central, Hong Kong  
Website: [www.cgahk.org.hk](http://www.cgahk.org.hk)

Tel : (852) 2858-1712  
Fax: (852) 2559-4536  
E-mail: [info@cgahk.org.hk](mailto:info@cgahk.org.hk)

Patron  
Mr. James Ian Burchett  
Consul General of Canada in Hong Kong

17 February 2014

Dear Member,

**Re: CPD Reporting for year 2011-2012-2013**

We enclose a CPD Declaration form that you are required to complete and return to us by **mail, fax or e-mail before 31 March 2014.**

You are also reminded to retain the appropriate documentation to support the declaration for the most recent three-year reporting period. The documentation may be subject to audit by the Association or by the affiliate that you may transfer to.

Details of the Continuing Professional Development (CPD) Requirements are available at the Association's website: <http://www.cgahk.org.hk/cpe/index.php>.

Should you require any further information, please feel free to contact the Association at 2858 1712.

We wish you a prosperous year of Horse!

Yours sincerely,

Ms. Mary Wong  
Chair of Promotion and Professional Development Committee



**Declaration of Compliance with Continuing Professional Development (CPD) Requirements**

Please indicate your compliance with the CPD requirements by filling the appropriate box with '✓'. If you could not comply with the CPD requirements, please specify the reasons in the space provided.

**Category I (applicable to those who were accepted as members prior to year 2011)**

- This is to declare that I have accumulated a minimum of **120 hours** on a three-year moving total basis from 1 January 2011 to 31 December 2013 and understand that I have to keep the evidence for the Association and/or other CGA affiliates to audit.

**OR**

- This is to declare that I **have not accumulated** a minimum of **120 hours** on a three-year moving total basis from 1 January 2011 to 31 December 2013 and the reasons are as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Category II (applicable to those who were accepted as members in year 2011)**

- This is to declare that I will accumulate a minimum of **120 hours** on a three-year moving total basis from 1 January 2012 to 31 December 2014.

**Category III (applicable to those who were accepted as members in year 2012)**

- This is to declare that I will accumulate a minimum of **120 hours** on a three-year moving total basis from 1 January 2013 to 31 December 2015.

Name : \_\_\_\_\_ Member No. : \_\_\_\_\_

E-mail : \_\_\_\_\_ Contact No. : \_\_\_\_\_

Signature : \_\_\_\_\_ Date : \_\_\_\_\_

**Please complete the form and return to the Association before 31 March 2014.**

**Mail: 14B Dah Sing Life Building, 99-105 Des Voeux Road Central, Hong Kong or**

**Fax: (852) 2559-4536 or E-mail: [jennylam@cgahk.org.hk](mailto:jennylam@cgahk.org.hk)**

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