



The Hong Kong Institute
of Biotechnology Limited

REGISTRATION FORM

Live Online GMP Training

Facilities and Critical Utilities – Risk-Based Design, Construction, Commissioning, Validation & Qualification

(CPD Course Code: CPD/L/02/2021)

| | | | |
|---------------|-------|----------------|-------|
| Organization | _____ | | |
| Address | _____ | | |
| Telephone No. | _____ | Contact Person | _____ |
| Fax No. | _____ | Email | _____ |

| Priority Guaranteed seating: AP only (2 per company) Reserved seating: 3 (max.) | Participant's Full Name (must be the same as printed on HKID Card -- for RTTP applicant only) | Job Title (please indicate clearly if AP/ alternate AP/ other positions) | HK Permanent Resident? (Yes/ No) |
|--|---|--|--|
| Guaranteed Seating | | | |
| Guaranteed Seating | | | |
| Reserved 1 st | | | |
| Reserved 2 nd | | | |
| Reserved 3 rd | | | |

Authorized Signature
& Company Chop: _____

Date: _____

For enquiries, please call Ms. Elka LAO at 2948 9273 or email to training@hkib.org.hk.

Registration:

- Please complete the registration form and return by fax (2603 5012) or email to training@hkib.org.hk, before registration deadline of **26th March 2021 (Friday)**.
- Follow-up email/call will be made upon receipt of application (please call Ms. LAO for any enquiry).
- Confirmation email will be sent on/ before **31st March 2021**, after closing of registration.

Method of Payment: (All payments must be received by HKIB on/before 7th April 2021)

- A. Make cheques payable to "The Hong Kong Institute of Biotechnology Limited", and post to The Hong Kong Institute of Biotechnology Ltd., 2 Biotechnology Ave., 12 Miles, Tai Po Rd., Shatin, N.T.
Attn: Ms. Elka LAO (Re: HKIB CPD Training – April 2021 OR
- B. Wire transfer to HKIB and notify payment via email training@hkib.org.hk, with copy of bank receipt. Remittance details are:
Bank Name: **Hang Seng Bank Limited**, A/C No.: **HKD S/A-024-290-2-026000**.

Important Notes:

1. Registration fee is **not refundable**; admission priority will be given to Authorized Person for license renewal.
2. 1-Day training fee is **HK\$ 2,500 for HKPMA member** and **HK\$ 3,300 for non-member**.
3. For RTTP training grant application, individual company with system account created shall apply thru **RTTP Online System**. Others shall submit a completed RTTP grant application form (**Form 2A**) to **VTC, 2 weeks before course commencement**, together with **HKID copy of employee** nominated for the training and **copy of company BR**. Late application may **not** be processed by VTC.
4. Each company (HKPMA member) will be entitled to 2 in max. "Guaranteed" seatings for staff listed as registered AP under the P&P Board webpage, and 3 in max. "Reserved" seating for other staff member when seats available.
5. "Guaranteed" seatings would be forfeited for any application received after registration deadline.
6. For non-member, priority will be given to AP under the category of AP-ATP.
7. HKIB reserves all rights to approve or decline any applications based on the above mentioned criteria, unless otherwise justified.
8. **The event will be cancelled if social distancing measures posed by Covid-19 is tightened**. However, participants will be notified as soon as new class is made up.