



香港人才管理協會

HONG KONG PEOPLE MANAGEMENT ASSOCIATION

(Operated by Hong Kong People Management Association Limited)

## Employer's Obligations & Challenges on Filing Salaries Tax Returns and Termination of Employment

All Employers face significant pressures in meeting filing deadlines of Employer's Salaries Tax Returns at the end of every April. Our speaker will share experiences and provide guidance by reflecting some commonly seen challenges. On the other hand, nowadays, Employers also encounter the challenges of terminating employees who do not feel that they are given justifiable reasons of Termination. Our speaker will share experiences and provide practical tips to Employers, including how a contract be terminated in a legal and proper manner. Details are as follows:

**Date:** March 13, 2015 (Friday)

**Time:** 2:30-5:30 pm

**Venue:** Room 119, 1/F HKPC Building, Tat Chee Avenue, Kowloon Tong, Kowloon

**Topic 1:** **What tax obligations do I have as an Employer?**

- Employer's obligations
- How to get prepared
- Possible omissions
- Penalty on non-compliance

**Speaker:** **Mr. Joseph Hong**, Head of Payroll and HR Outsourcing at BDO Limited  
Joseph has been with BDO for more than 20 years. He possesses over 20 years of experience in accounting and payroll outsourcing services. He is a Fellow Member of Association of Chartered Certified Accountants and a Certified Public Accountant in Hong Kong

**Topic 2:** **Termination of Employment or Mutual Separation?**

- Reasons of Termination
- Means of Termination
- Potential Disputes
- Termination Payment
- Damages for Wrongful Termination
- Practical Tips

**Speaker:** **Ms. Winnie Chiu**, Partner, ONC Lawyers  
Winnie has been extensively involved in both contentious and non-contentious employment matters. She has advised various international corporations, major local companies, quasi-government organizations and charitable bodies with regard to their human resources related matters, including but not limited to the drafting of and advice on employment contracts, employee's handbooks; transfer of employees between related companies; issues arising from restructuring of companies as well as the various anti-discrimination ordinances.

**Language:** Cantonese

**Fee (Venue & Admin. cost) :** **HKPMA Member: HK\$400**      **Student Member: HK\$50**  
**Non-Member: HK\$500**

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**Enquiry:** Ms Mency Yu at 2868 4507

**Enrolment:** Please complete the Reply Slip and return by email to [info@hkpma.net](mailto:info@hkpma.net) or fax to 8343 1285 on or before **March 6, 2015** and post your crossed cheque payable to “**Hong Kong People Management Association Limited**” to the following address:  
Hong Kong People Management Association, Rm K 9/F Block 3 Camelpaint Building,  
60 Hoi Yuen Road, Kwun Tong, Kowloon, Hong Kong.

**Remarks:** Acceptance will be on a first-come first-served basis. Confirmation of places will be subject to receipt of cheque payment to the Association. No refund will be made after payment but substitution may be made by notifying HKPMA at least 2 days prior to day of the function.

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### **REPLY SLIP**

## **Employer's Obligations & Challenges on Filing Salaries Tax Returns and Termination of Employment on March 13, 2015 (Friday)**

Participant Name : \_\_\_\_\_ Position : \_\_\_\_\_

☐ Member ☐ Non-member Email : \_\_\_\_\_

Participant Name : \_\_\_\_\_ Position : \_\_\_\_\_

☐ Member ☐ Non-member Email : \_\_\_\_\_

Company Name : \_\_\_\_\_

Contact Person : \_\_\_\_\_ Contact tel. : \_\_\_\_\_

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

NOTICE: In taking part in this event, participant shall be responsible for his/her own safety and shall hold HKPMA harmless against all claims.