



## MEMORANDUM

TO : All Agency Members  
Committees, Tertiary institutes, and officials from CITB  
Concerned Government Departments/Organizations

FROM : Chua Hoi Wai   
Business Director (Policy Advocacy and International Networks)

SUBJECT : **THE 8<sup>TH</sup> INTERNATIONAL CONFERENCE OF  
HUMAN SERVICES INFORMATION TECHNOLOGY APPLICATIONS**  
(AUGUST 26 - 29, 2007; TORONTO, CANADA)

DATE : April 18, 2007

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I am pleased to inform you that the Hong Kong Council of Social Service has secured funding from Social Welfare Department to subsidize 4 delegates on 50% basis to attend the captioned event.

Basic information of the event, the estimated expenses per delegate, subsidy application criteria can be found at HKCSS website:

< <http://www.hkcss.org.hk/IRN/events0708/SubsidizedEvents0708.htm> > .

Successful applicants joining our Hong Kong delegation are required to submit a written report and conduct a report-back session upon return to Hong Kong.

To apply for subsidy, please complete the Subsidy Application Form which can be downloaded at the above website. If you have difficulties with internet access, please contact us to make alternative arrangement. Completed form should reach the International and Regional Networking, the Hong Kong Council of Social Service, Room 1305, Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong on or before **May 15, 2007 (Tuesday)**. Please mark "**Confidential**" on the envelope and all information will be treated in strict confidence. **Please note that late applications will not be considered.**

Should you have any queries on the subsidy application procedures, please contact Ms Noel Chow, Programme Executive, International and Regional Networking at 2864-2994 or by email to <noel.chow@hkcss.org.hk> .

Thank you for your attention and I look forward to your active participation.

cc The Hon Mr Bernard Chan  
Chairperson, The Hong Kong Council of Social Service

