


MEMORANDUM

TO : All Agency Members
Committees, Tertiary institutes, and OGCIO
Concerned Government Departments/Organizations

FROM : Anthony Wong 
Chief Officer (International and Regional Networking)

SUBJECT : **LIVING THE INFORMATION SOCIETY: THE IMPACT OF INFORMATION AND COMMUNICATION TECHNOLOGIES ON PEOPLE, WORK AND COMMUNITIES IN ASIA**
(APRIL 23 – 24, 2007; MAKATI CITY, PHILIPPINES)

DATE : January 24, 2007

I am pleased to inform you that the Hong Kong Council of Social Service has applied funding to subsidize 2 delegates on 50% basis to attend the captioned event. **Please note that the funding body is now considering our application and the result is awaited.**

Although no funding is confirmed at the moment, you are still invited to submit subsidy applications so that the preparatory work of the delegation can be started earlier and the delegation can be successfully organized even if the funding is confirmed at a very late stage. Basic information of the event, the estimated expenses per delegate **which is subject to funding body's approval**, 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 **February 23, 2007 (Friday)**. 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