



2009

Best Corporate Governance
Disclosure Awards
最佳企業管治資料披露大獎

The Hong Kong Institute of CPAs Best Corporate Governance Disclosure Awards

How far has your corporate
governance developed?



Hong Kong Institute of
Certified Public Accountants
香港會計師公會

2009 最佳企業管治資料披露大獎

Best Corporate Governance Disclosure Awards

The Hong Kong Institute of Certified Public Accountants' Best Corporate Governance Disclosure Awards ("Awards") has established a benchmark for gauging Hong Kong's corporate governance, which is recognized for its depth and breadth. The Institute is now accepting entries for the 2009 Awards.

Objectives

- Raise awareness of corporate governance
- Encourage improvements in the standards of corporate governance disclosure practices in Hong Kong
- Recognize those companies and organizations whose annual reports set the standard in terms of corporate governance disclosures and underlying governance structures and practices

Eligibility for Entry

- Listed companies:
 - Main Board*
 - Hang Seng Index (HSI)-constituent companies
 - Main Board or Growth Enterprise Market (GEM)*
 - Non-HSI-constituent companies - large market capitalization
 - Non-HSI-constituent companies - mid-to-small market capitalization
 - H-share companies
- Public sector / Not-for-profit organizations

Categories of Awards

For each category:

- Diamond, Platinum and Gold Awards
- Significant Improvement Award

Special Mentions and Commendations may also be awarded for other annual reports reflecting good corporate governance disclosures and practices.

Review and Judging Procedures

Review and Judging Panels will comprise representatives from financial market regulators, the HKSAR Government, professional associations and academia, as well as prominent individuals in the field of corporate governance.

There will be two levels of review :

Quality Review

An assessment of the quality and standard of presentation and disclosure of corporate governance information in the entrants' annual reports, with the emphasis on additional voluntary disclosures. Other relevant publicly-known information about the companies / organizations may also be taken into account.

Compliance Review

A check on compliance with the mandatory corporate governance disclosure requirements under the Companies Ordinance and the Stock Exchange Main Board or GEM Listing Rules, as appropriate.

The Review Panel will shortlist annual reports in each category for final judging by the Judging Panel, which will then determine the Diamond, Platinum, Gold and Significant Improvement Award winners, as applicable.

Judging Criteria

- Overall presentation
- Promptness of reporting
- Quality of disclosure of the following information:
 - corporate governance statement and practice
 - capital structure
 - board structure and functioning
 - management discussion and analysis in respect of operating and financial affairs, corporate social responsibility and environmental reporting
 - remuneration policy and details of directors' and senior management's remuneration packages
 - nomination committee composition, terms of reference and duties
 - internal controls and risk management
 - related party transactions and relationships
 - other voluntary disclosures, such as shareholders' rights and investor relations
- Compliance with corporate governance disclosure requirements of the Companies Ordinance and the Stock Exchange Main Board or GEM Listing Rules, as appropriate
- Ease of identifying compliance information

The decision of the judges will be final. In the event that the judges are unable to find entries of sufficient merit, they may, at their discretion, withhold any of the Awards.

Awards Presentation and Publicity

- An Awards presentation ceremony will be held in November 2009 to announce the results of the Awards, which the winners will be invited to attend.
- A Judges' Report on the winning entries will be compiled. It will be widely distributed for public information and posted on the Institute's website.
- Media will be invited to cover the Awards presentation ceremony as part of the publicity programme.

Entry Procedure

- Entry forms must be completed and returned to the Institute, together with 15 copies of the latest published annual report for the financial year ended:
 - between 1 April 2008 and 31 March 2009 for the listed companies categories
 - between 31 December 2007 and 31 March 2009 for the public sector / not-for-profit organizations category
- The submission deadline is **21 August 2009**.

Supporting Organizations

BDO Ltd.

Charles Lo & Co.

Deloitte Touche Tohmatsu

Ernst & Young

Grant Thornton

HLB Hodgson Impey Cheng

KLC Kennic Lui & Co.

KPMG

Mazars CPA Ltd.

Nexia Charles Mar Fan & Co.

PricewaterhouseCoopers

Standard & Poor's

Wong Brothers & Co., CPA

Companies Registry

Financial Services and the Treasury Bureau

Hong Kong Exchanges and Clearing Ltd.

Hong Kong Investment Funds Association

Hong Kong Monetary Authority

Hong Kong Securities Institute

Hong Kong Stockbrokers Association Ltd.

Securities and Futures Commission

The Financial Reporting Council

The Hong Kong Institute of Chartered Secretaries

The Hong Kong Institute of Directors

Enquiries

Any enquiries in relation to the Best Corporate Governance Disclosure Awards 2009 should be directed to :

Ms Sharon Yeung, Assistant Director, Specialist Practices

Hong Kong Institute of Certified Public Accountants

37/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong

Tel : 2287 7390 Fax : 2865 6603 / 2865 6776 e-mail : sharonyeung@hkcipa.org.hk

2009 最佳企業管治資料披露大獎

Best Corporate Governance Disclosure Awards

香港會計師公會「最佳企業管治資料披露大獎」，以一貫全面及嚴謹態度評審企業管治水平，備受社會各界認同，為本港樹立最佳企業管治水平的指標。公會宣佈本年度大獎現開始接受報名。

宗旨

- 提高香港的企業管治意識
- 鼓勵香港提高企業管治資料披露的水平
- 對年報內披露企業管治資料和管治架構及實務方面能達致高水平的公司/機構作出表揚

參賽者資格

- 上市公司：
 - 主板
 - 恒生指數(恒指)成份股公司
 - 主板或創業板
 - 非恒指成份股公司 — 大市值
 - 非恒指成份股公司 — 中/小市值
 - H股公司
- 公營/非牟利機構

獎項類別

以上各參賽組別均設有：

- 鑽石、白金及金獎
- 最佳進步獎

對個別企業在年報內展示優良企業管治資料披露及實務，予以嘉許表揚。

評審程序

評審工作由遴選委員會及評審團負責，成員包括金融市場監管機構、香港特別行政區政府機關、專業團體的代表、學者以及企業管治方面的知名人士。

參賽公司/機構的年報將進行兩層的遴選：

質素評審

對參賽公司/機構年報內企業管治資料披露及編排的質素及水平標準進行評審，尤其注重自願披露的資料。評審團亦會一併考慮參賽公司/機構其他有關的公開資料。

規例符合評審

對年報內容能否符合公司條例及聯交所主板或創業板上市規則內有關企業管治資料披露的要求進行評審。

遴選委員會將審閱所有參賽公司/機構的年報，從各組別中挑選出最佳的年報，供評審團作最後評選，以選出各組別的鑽石、白金、金獎及最佳進步獎（如適用）。

評選標準

- 整體編排
- 資料發佈的迅速程度
- 下列資料的披露質素：
 - 企業管治報告及實務
 - 資金結構
 - 董事會結構及職能
 - 管理層對經營及財務狀況、社會責任的承擔和環境政策的討論和分析
 - 薪酬政策及董事和高級管理人員的薪酬詳情
 - 提名委員會的組成成員、職權範圍及職責
 - 內部監控和風險管理
 - 關聯方交易及各關聯方之間的關係
 - 其他自願披露的資料，例如股東權益和與投資者的關係等
- 遵守公司條例及聯交所主板或創業板上市規則內有關企業管治資料披露的要求
- 容易分辨有關規例要求披露的資料

評審團的評選結果為最終的決定。若評審團未能選出合適的得主，則有權取消其中任何獎項。

頒獎典禮及宣傳

- 頒獎典禮將於二零零九年十一月舉行，大會將邀請得獎者及其他嘉賓出席。
- 公會將會印製評審報告，除廣泛派發予各界參閱外，評審報告亦會在公會的網頁發放。
- 傳媒將獲邀採訪頒獎典禮實況，作為整體宣傳活動之一。

參選程序

- 請將參加表格填妥，連同十五本參選公司/機構的最新年報一併交回香港會計師公會。
 - 上市公司組別：財政年度截止於二零零八年四月一日至二零零九年三月三十一日之年報
 - 公營/非牟利機構組別：財政年度截止於二零零七年十二月三十一日至二零零九年三月三十一日之年報
- 遞交表格截止日期為**二零零九年八月二十一日**。

支持機構

德豪會計師事務所有限公司
勞啟明會計師行
德勤•關黃陳方會計師行
安永會計師事務所
均富會計師行
HLB國衛會計師事務所
呂禮恆會計師事務所
畢馬威會計師事務所
馬賽會計師事務所有限公司
馬炎璋會計師行
羅兵咸永道會計師事務所
標準普爾
民信會計師事務所

公司註冊處
財經事務及庫務局
香港交易及結算所有限公司
香港投資基金公會
香港金融管理局
香港證券專業學會
香港證券經紀業協會有限公司
證券及期貨事務監察委員會
財務匯報局
香港特許秘書公會
香港董事學會

查詢

如對二零零九年度最佳企業管治資料披露大獎有任何查詢，請與香港會計師公會專項發展助理總監楊婉嫦女士聯絡。

地址：香港灣仔皇后大道東213號胡忠大廈37樓

電話：2287 7390

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To : Hong Kong Institute of Certified Public Accountants
37/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong
Attn : Ms Sharon Yeung, Assistant Director, Specialist Practices
致 : 香港灣仔皇后大道東213號胡忠大廈37樓香港會計師公會
專項發展助理總監楊婉嫦女士

■ Entry Form 參加表格

Name of company / organization 公司 / 機構名稱

Annual report for the year ended 年報結算日期

Dispatch date of annual report to shareholders / stakeholders
年報寄發予股東 / 其他人士的日期

Correspondence details of the contact person 聯絡人通訊資料

Name 姓名

Position 職銜

Address 地址

Telephone 電話

Fax 傳真

E-mail 電郵

15 copies of the published annual report for adjudication are enclosed.
茲附上本公司 / 機構十五本已公佈年報供大會評選之用。

Signature 簽署

Date 日期

(with company chop 公司蓋章)

Deadline for Entry : 21 August 2009 截止日期：二零零九年八月二十一日



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Media Support

