Appendix 3

**Voluntary Continuing Professional Development Scheme**

**for Licensed Plumbers**

**Application form for One-off Accredited Activity**

**Part I: Fact Sheet**

|  |  |  |
| --- | --- | --- |
| Name of Organisation: |  | |
|  |  | |
| Address: |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
| Name of Person in-charge: |  | |
| Title or Position: |  | |
| Telephone Number: | \_\_\_\_\_\_\_\_\_\_\_\_\_ | Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email Address: |  | |

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Appendix 3

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| **Summary of the Programme to be provided** |
| **Date:** |
| **Time:** |
| **Venue:** |
| **Detail:**  *(Training course materials such as presentation material will be provided separately)* |

List of documents to be submitted together with this application form:

* Training course materials
* Resume of the presenter(s)/ speaker(s)
* Sample of CPD Certificate
* Itinerary for site visit activity (if applicable)

|  |  |
| --- | --- |
| Signature of Person in-charge: |  |
| Name of Person in-charge: |  |
| Date: |  |

(Application should be submitted to: Secretary of the CPD Course Panel, 46/F Immigration Tower, 7 Gloucester Road, Wanchai, Hong Kong)

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