

1.5-day Training Workshop on Disaster Management for HKCCM - Day 1 (11 May 2019)

Date: 11 May 2019 (Saturday)
 Time: 9:00am – 12:30pm
 Venue: Function Room, 2/F, Hong Kong Academy of Medicine Jockey Club Building, 99 Wong Chuk Hang Road Aberdeen, Hong Kong
 Trainer: Dr Edward Kwan
 Guest speaker: Dr Raymond Cheung, Deputy Head of the Geotechnical Engineering Office (Mainland), Civil Engineering and Development Department
 Coordinator: Mr Johnson Lam

Time	Programme	Trainer(s)	Duration	Audio-visual aids
8:45am	Registration and energizer	All Participants	15 min	Quiz form
9:00am	Introduction and programme orientation	Rep of the College and PCSC	10 min	--
9:10am	Definition of disaster management	Dr Edward Kwan	20 min	PowerPoint and video show
9:30am	Strategies to manage and lead public sentiments in disaster management		40 min	
10:10am	Discussion	The whole class	20 min	--
10:30am	Break	--	20 min	--
10:50am	Management of Landslide Disasters	Dr Raymond Cheung	70 min	PowerPoint
12:00pm	Q&A	Moderated by Dr Edward Kwan	20 min	--
12:20pm	Debriefing	Dr Edward Kwan	5 min	--
12:25pm	Evaluation of Day 1 programme	All Participants	5 min	Questionnaire
12:30pm	Closing	--	--	--

1.5-day Training Workshop on Disaster Management for HKCCM - Day 2 (18 May 2019)

Date: 18 May 2019 (Saturday)
 Time: 9:00am – 5:00pm
 Venue: Function Room, 2/F, Hong Kong Academy of Medicine Jockey Club Building,
 99 Wong Chuk Hang Road Aberdeen, Hong Kong
 Trainers: Mr Lee Kam-hung, Ms Kathy Chan and Ms Winnie Fu
 Guest speakers: Mr Edmund Lee, Mr James Leung and Dr Leong Che-hung
 Coordinators: Mr Johnson Lam
 Production crew: Mr Victor Ma

Time	Programme	Trainer(s)	Duration	Audio-visual aids
8:45am	Registration	All Participants	15 min	--
9:00am	Orientation of day 2 programme	Mr Lee Kam-hung	5 min	--
9:05am	Effective leadership for disaster management	Mr Lee Kam-hung	30 min	PowerPoint
9:35am	Effective crisis communication		30 min	
10:05am	Q&A	Moderated by Mr Lee Kam-hung	20 min	--
10:25am	Break	--	15 min	--
10:40am	Update on social media landscape	Mr Edmund Lee	20 min	PowerPoint
	Social listening and monitoring services in Hong Kong			
11:00am	Big data mining and show case by recent major hot news issues	Mr James Leung	50 min	PowerPoint and demo on data mining
11:50pm	Discussion	The whole class	20 min	--
12:10pm	Debriefing of morning session	All trainers	5 min	--
12:15pm	Lunch	--	70 min	--
1:20pm	Preparation for Simulation Exercise (1)	All participants	20 min	Scenarios and tools
1:40pm	Exercise (1): Mock presentation for making statement for different stakeholders for response and recovery	The class will be divided into 4 groups, and presented by representatives of each group	30 min	Video-taped and video playback for critique
2:10pm	Preparation for Simulation Exercise (2)	All participants	25 min	Scenarios and tools
2:35pm	Exercise (2): For remedy and crisis response, followed by critique	The class will be divided into 4 groups, and the representatives of each group will be interviewed	45 min	Video-taped and video playback for critique
3:20pm	Break	--	15 min	--
3:35pm	Leadership at peacetime and wartime	Dr Leong Che-hung	60 min	PowerPoint
4:35pm	Q&A	Moderated by Ms Kathy Chan	10 min	--
4:45pm	Debriefing	Ms Kathy Chan	10 min	--
4:55pm	Evaluation of Day 2 and the whole programme	All Participants	5 min	Questionnaire
5:00pm	Closing	--	--	--