



HONG KONG INSTITUTE OF VALUE MANAGEMENT LIMITED  
PO Box No. 1358, GPO, Hong Kong SAR, China  
Professional Qualification & Training: Mr. K.T. CHAU; Email: [training@hkivm.org](mailto:training@hkivm.org)

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TO WHOM IT MAY CONCERN

**Opportunity to Become a Co-facilitator of VM Workshop**

Any full member of our Institute who would want to have the opportunity to become a co-facilitator of VM workshop may write to the Membership Director at [membership@hkivm.org](mailto:membership@hkivm.org) so that the Institute will add his/her name to a list for our listed Facilitators' reference. Such person shall:

- 1) have taken SAVE Module I Training Course or equivalent;
- 2) follow the Facilitator's instructions during the VM workshop;
- 3) keep all information about the VM workshop in strict confidence; and
- 4) participate on a voluntary basis unless the Facilitator would like to offer some remuneration.

Please supply the following information for entry into the list:

Item	Information	Tick if agreed
Salutation:		
Surname:		
Given Name:		
Membership No.:		
Membership Type:		
Postal Address:		
Email:		
Tel:		
Fax:		
Current company:		
Position:		
Date that SAVE Module I Training Course or equivalent was taken:		
Number of VM workshops participated:		

Eligible applicants will be put onto the list. Items with a tick will be published on the Institute's web site. Other items will be made available to the listed Facilitators upon their request.

Applicants listed shall inform the Membership Director in case of changes of information. They will also be requested to update their information at appropriate intervals.

Whether and how the Facilitators will choose any applicant listed would be entirely up to the Facilitators. The Institute does not guarantee that an applicant on the list will be chosen.

**Note to Facilitators:**

Facilitators are requested to report to the Institute if they have offered an opportunity (whether accepted or not) to any applicant.