



香港銀行學會

The Hong Kong Institute of Bankers

# Hong Kong Banking Industry Talent Development Awards Programme

香港銀行業人才發展獎勵計劃

A unique chance for your financial institution to showcase your achievements in the area of talent development

Demonstrate your efforts

Gain industry recognition

Attract the best talent



**HKIB**  
TALENT  
DEVELOPMENT  
AWARD 2021  
人才發展獎

Category I: HKIB Talent Development Award  
(HKIB人才發展獎)



TALENT  
DEVELOPMENT  
**EXCELLENCE**  
AWARD 2021  
人才發展卓越獎

Category II: Talent Development Excellence Award  
(人才發展卓越獎)

Apply now!  
Category II  
deadline on  
**30 June**  
**2021**

## Introduction

As a well-established and renowned global financial centre, Hong Kong is ideally positioned to seize the exciting growth opportunities emerging in the banking and financial services industry. Rapid changes in the business landscape being brought about by Fintech and new developments in the region, such as the Belt and Road and Greater Bay Area initiatives, will result in an increasing demand for high-quality banking and financial services.

In order to stay ahead amidst these changes and meet the increasing expectations of customers and regulators, Hong Kong must attract, retain and develop talented banking and finance professionals. The **Hong Kong Banking Industry Talent Development Awards Programme (香港銀行業人才發展獎勵計劃)** has been introduced to showcase those financial institutions that demonstrate exemplary achievements and good practices in staff and talent development.

The awardees will not only have shown their dedication to the development of their own staff but will have also proved their commitment to maintaining and strengthening Hong Kong's position as a premier international financial centre.

## Objectives

The Hong Kong Banking Industry Talent Development Awards Programme aims to:

- Recognise the on-going efforts of financial institutions in fostering the career growth of banking and finance practitioners; and
- Recognise the commitment of financial institutions in building employees' competence to enhance Hong Kong's status as an international financial centre.

## Award Categories

### Category I

**The HKIB Talent Development Award (Category I)** aims to acknowledge the efforts of financial institutions in the areas of talent recruitment and development by recognising Professional Qualifications/ Certificate Holders and enabling and encouraging employees to enrich their knowledge and skills through HKIB Professional Qualifications Programmes (PQPs), including Certified Banker (CB) and the Enhanced Competency Framework (ECF), and other banking and finance related qualifications.

### Category II – Open for enrolment on or before 30 June 2021

**The Talent Development Excellence Award (Category II)** aims to recognise the efforts of financial institutions that pursue forward-looking strategies and to recognise the efforts of undertaking long-term investment to nurture talent development for the finance industry and business community as a whole.

## Benefits for Awardees

- Demonstrate the outstanding efforts of your financial institution in the area of talent development;
- Receive acknowledgment via HKIB's communication channels, e.g. the HKIB website, the HKIB bi-monthly journal Banking Today, etc.;
- Enjoy the right to use the award logo in your promotional materials; and
- Attract high-calibre talent to your financial institution.

## Application Information for Category II Award

### Eligibility

Awardees from the HKIB Talent Development Award (Category I) are eligible to apply for Talent Development Excellence Award (Category II).

### Category II Award Marking Scheme

The final score will be composed of two parts:

- Points achieved in HKIB Talent Development Award (Category I Award) - worth 20%
- Essay Writing - worth 80%

Talent Development Excellence Award will be given to the top five candidates who achieved the highest scores.

### Written Submission

Applicants are required to write an essay in English (preferred) OR Chinese to share their on-going policies or procedures and demonstrate their achievements in 2019 & 2020 in Talent Development in these 5 key areas:

- 1) **Strategy** – worth 20 out of 100 points; limited to 400 English words or 500 Chinese words;
- 2) **Investment** – worth 10 out of 100 points; limited to 200 English words or 300 Chinese words;
- 3) **Programme Content** – worth 30 out of 100 points; limited to 600 English words or 800 Chinese words;
- 4) **Corporate Social Responsibilities** – worth 20 out of 100 points; limited to 400 English words or 500 Chinese words;
- 5) **Other Points (summary or key achievements) demonstrating your excellence in Talent Development** – worth 20 out of 100 points; limited to 400 English words or 500 Chinese words;

The length of the essay is limited to 2,000 English words (preferred) or 2,600 Chinese words. Only MS word format will be accepted. Please make reference to the **Appendix** for evaluation guidelines on each of the 5 key areas.

### Judging Criteria

The abovementioned 5 key areas will be judged based on the following perspectives:

- i) **Creativity;**
- ii) **Responsiveness to Market Changes;**
- iii) **Forward-looking; and**
- iv) **Linkage to Business Growth.**

### Submission Deadline

Please submit your essay by sending email to: [tdaward@hkib.org](mailto:tdaward@hkib.org) on or before **30 June 2021.**


## Appendix – Evaluation Guidelines


Key Areas	Points to Consider <i>(Note: Questions listed below are mainly for reference purposes. Applicants do not have to address every point or answer every question in the essay.)</i>
<b>1) Strategy</b>	<ul style="list-style-type: none"> <li>• Explain how the overall Staff Development strategy engages, enables and encourages staff in mid of market changes.</li> <li>• What is the general time frame for such strategy? How often is it reviewed?</li> <li>• Explain how the strategy will benefit business growth in short-term and long-term.</li> <li>• Does the staff development policy have different target e.g. new staff, staff with potential for promotion, staff recruit from overseas or under secondment, staff with performance issues, etc.</li> </ul>
<b>2) Investment</b>	<p>Investment figures to consider:</p> <ul style="list-style-type: none"> <li>• What percentage of staff in the HR department is designated to be responsible for Staff Development?</li> <li>• What percentage of the HR budget was used for Staff Development to engage new talents, and to encourage existing staff in the past year?</li> <li>• Percentage increase of Staff Development budget in the coming two to three years, if any.</li> <li>• Explain procedures to identify needs for each department in Staff Development in annual budgetary cycle.</li> <li>• Any reward mechanism to staff in respect to Staff Development activities as an encouragement of outstanding personal development?</li> <li>• Is there a time-off policy, study leave policy or subsidy policy for self-chosen external courses?</li> <li>• Is continuous training on certain topics or focus areas being conducted?</li> </ul>
<b>3) Programme Content</b>	<ul style="list-style-type: none"> <li>• Describe the duties performed by line managers to their staff in Staff Development (i.e. reviewing, setting objectives and self-development plan)?</li> <li>• Are line managers requested or encouraged to meet individual employees to know their needs in Staff Development?</li> <li>• Are Staff Development plans and objectives included in the staff's annual performance review so as to enable professional autonomy?</li> <li>• Is advisory service with regards to Staff Development available to department heads or line managers?</li> <li>• Are staffs being invited to submit career development plans? If yes, is this available to all staff or just at certain levels?</li> <li>• Briefly explain the Internal Transfer Policy. It is accessible for all staff?</li> <li>• Is the Certified Banker programme being promoted to enable staffs to equip with holistic banking knowledge so as to advance in their career path? If yes, how?</li> <li>• How and how often are staffs being notified programmes from Banking professional organisations such as HKIB?</li> <li>• Are managers measured on staff development in their annual objectives?</li> <li>• What is the process for inquiring department's need when designing or selecting programmes?</li> <li>• What is the process for evaluation on designing new in-house courses or selecting external courses? i.e. how to evaluate the relevancy to the staff's role or course objectives?</li> <li>• With the banking services and products being more digitalised, what is the financial institutions' vision in supporting the need for the industry development?</li> </ul>

	<ul style="list-style-type: none"> <li>• Are e-learning or similar tools being used?</li> <li>• Explain the prioritisation in promoting staff development programmes or activities. i.e. According to the financial institutions' goals and objectives, department's request, individual's needs and staff appraisals, etc.</li> <li>• Is there any mechanism to encourage or recognise staffs for outstanding achievement in self-development?</li> <li>• Are employees rewarded for coaching others?</li> <li>• Is there a Succession Plan procedure or guideline within departments? Explain, if any.</li> <li>• Other than core skills, are other soft skills from different aspects e.g. interpersonal communication and negotiation skills, self-emotional control, etc. included in the Staff Development procedures or guidelines?</li> <li>• What is the proportion of programmes on soft skills (e.g. Interpersonal skills, negotiation skills) being conducted under staff development?</li> <li>• How are all Staff Development activities evaluated?</li> <li>• Is assistance channel available for staffs with difficulties in training and Staff Development?</li> <li>• Are staff opinion surveys being conducted regularly? If yes, what level of management reviews these results? Are results being communicated to all staff?</li> <li>• Do staff opinion surveys include questions on how satisfied staffs are with training provided? How are these surveys reported and follow up action taken?</li> <li>• Are existing regular Staff Development programmes being reviewed regularly?</li> <li>• Describe how to encourage staff to provide feedback on training programmes.</li> </ul>
<p><b>4) Corporate Social Responsibilities</b></p>	<ul style="list-style-type: none"> <li>• Are there any Young Talent / New-entry Staff Development programmes or guidelines? Explain, if any.</li> <li>• Is there any policy or plan implementing on grooming of future talents i.e. university students' internship? Explain, if any.</li> <li>• Do all staff have equal rights to access to Staff Development opportunities? If not, how to define their eligibility?</li> <li>• Does the policy encourage diversity in the financial institutions, i.e. race, age, gender?</li> <li>• Is charity or voluntary community work being conducted regularly? Give examples, if any. Are these sponsored and promoted by the financial institutions? Are senior managers expected to attend?</li> <li>• How are these activities or procedures on Corporate Social Responsibilities benefiting the financial institutions in short-term or long-term?</li> <li>• How do these activities or procedures benefit the industry or the community as a whole? Describe any achievement.</li> <li>• What actions are taken in response to the impact brought by COVID-19 to ensure staff safety and ongoing development? How are they implemented?</li> <li>• Are staff allowed to conduct training and learning online? Is the in-house courses adapting to the new business model to support staff development?</li> <li>• How are the contingency measures taken into account for crisis management planning in short-term and long-term?</li> </ul>
<p><b>5) Other points</b></p>	<ul style="list-style-type: none"> <li>• Other points (summary or key achievements) demonstrating your excellence in Talent Development</li> </ul>



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