Enhancement and Standardization for Service Providers Management & Examination Update (For Examiners/Moderators)

HKiB
The Hong Kong Institute of Bankers
香港銀行學會

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Today's Agenda

Part I

- Background
- Purpose and Objectives
- What's in it for you
- Who will be impacted
- Key documents related to you
- Support required from you

Part II

- Examination Update

Part I: Enhancement & Standardization for Service Providers Management

- Background

- Purpose and Objectives

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Background

Recognition under HKQF

Route 1

Route 2

Accredited Learning Programme by HKCAAVQ

Qualification granted by Appointed Assessment Agency (AA)

Recognition of Professional Qualifications pitched at QF levels 1-7

Learning Programme Accreditation (LPA) / Re-LPA

Accreditation of Assessment Agency (AA)

Current AAPQ:
- *Marine Department of HKSAR*
- *Hong Kong Institute of Certified Public Accountants (HKICPA)*

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Background

Preparing for Accreditation of Assessment Agencies for Professional Qualifications (AAPQ)

"AAPQ is a quality assurance process. Through successful accreditation and appointment as an assessment agency, selected professional qualifications of local awarding bodies would be recognised under the HKQF and registered in the Qualifications Register (QR)."

Accreditation of Assessment Agencies for Professional Qualifications (Designation) 2020

QF recognised Professional Qualifications (e.g. AAMLP, CAMLP, ARWP & etc.)

Learning Programme Accreditation (LPA) Since 2013

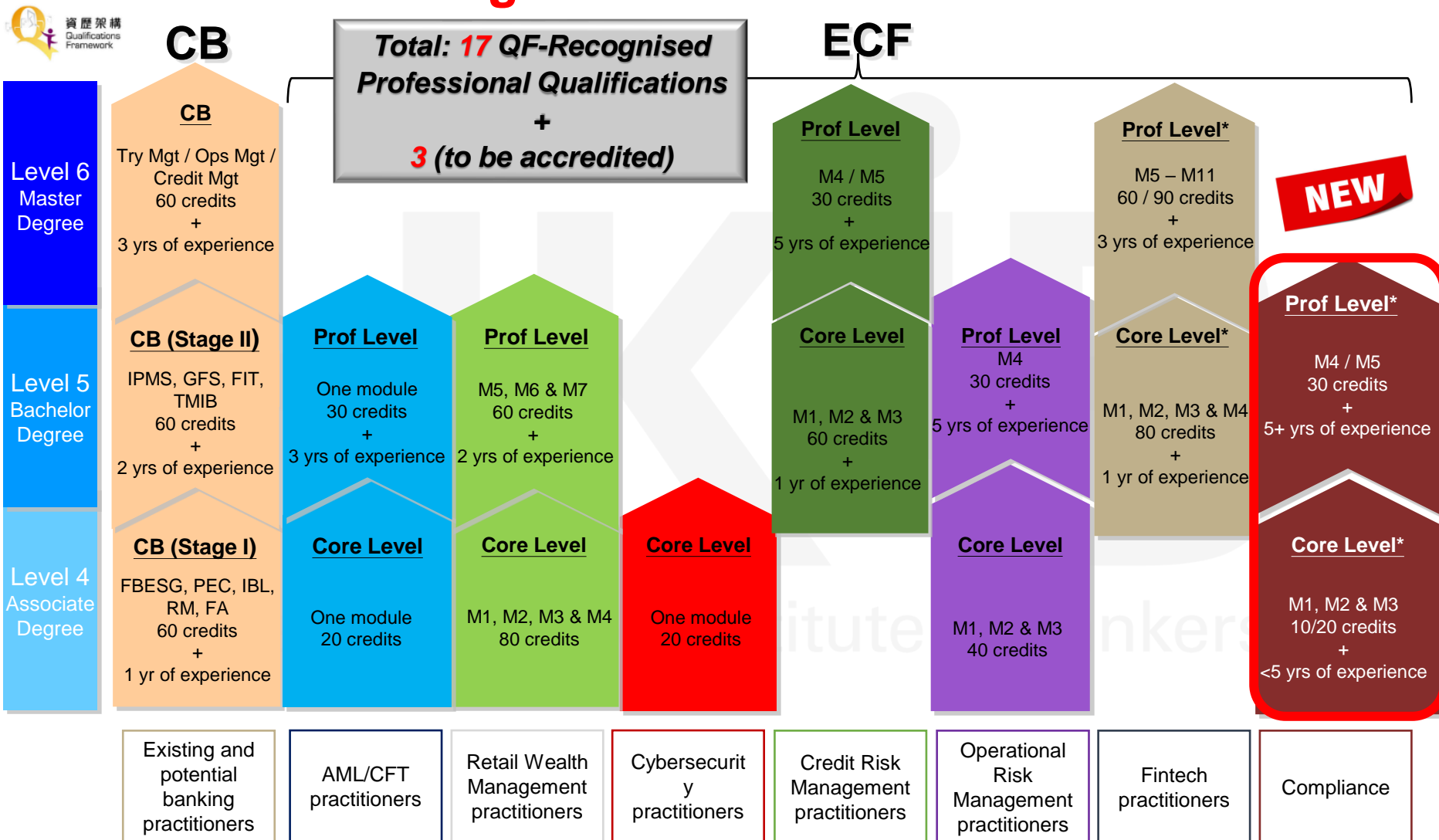*QF recognised Qualifications (e.g. Diploma or Certificate)*

AAPQ: 17 Designations

QF Level	Category	QF-recognised Designation under AAPQ
Level 4	ECF	**(AAMLP)** Associate Anti-Money Laundering Professional
	ECF	**(ARWP)** Associate Retail Wealth Professional
	ECF	**(ACsP)** Associate Cybersecurity Professional
	ECF	**(AORP)** Associate Operational Risk Management Professional
Level 5	ECF	**(CAMLP)** Certified Anti-Money Laundering Professional
	ECF	**(CRWP)** Certified Retail Wealth Professional
	ECF	**(ACRP)** Associate Credit Risk Management Professional
	ECF	**(CORP)** Certified Operational Risk Management Professional
	ECF	**CPFinT(A)** Associate Fintech Professional

AAPQ: 17 Designations

QF Level	Category	QF-recognised Designation under AAPQ
Level 6	CB	**CB** Certified Banker
	ECF	**CCRP(CL)** Certified Credit Risk Management Professional (Commercial Lending)
	ECF	**CCRP(CPM)** Certified Credit Risk Management Professional (Credit Portfolio Management)
	ECF	**CPFinT(M)** Certified Fintech Professional (Management)
	ECF	**CPFinT(S-AIBD)** Certified Fintech Professional (Specialist - Artificial Intelligence and Big Data Stream)
	ECF	**CPFinT(S-DLT)** Certified Fintech Professional (Specialist - Distributed Ledger Technology Stream)
	ECF	**CPFinT(S-OBAPI)** Certified Fintech Professional (Specialist - Open Banking and Application Programming Interface Stream)
	ECF	**CPFinT(S-RT)** Certified Fintech Professional (Specialist - Regulatory Technology Stream)

HKIB PQP Programme Overview

資歷架構 Qualifications Framework

CB   **ECF**

Total: 17 QF-Recognised Professional Qualifications + 3 (to be accredited)

Level 6 Master Degree	**CB** Try Mgt / Ops Mgt / Credit Mgt 60 credits + 3 yrs of experience				**Prof Level** M4 / M5 30 credits + 5 yrs of experience		**Prof Level*** M5 – M11 60 / 90 credits + 3 yrs of experience	**NEW**
Level 5 Bachelor Degree	**CB (Stage II)** IPMS, GFS, FIT, TMIB 60 credits + 2 yrs of experience	**Prof Level** One module 30 credits + 3 yrs of experience	**Prof Level** M5, M6 & M7 60 credits + 2 yrs of experience		**Core Level** M1, M2 & M3 60 credits + 1 yr of experience	**Prof Level** M4 30 credits + 5 yrs of experience	**Core Level*** M1, M2, M3 & M4 80 credits + 1 yr of experience	**Prof Level*** M4 / M5 30 credits + 5+ yrs of experience
Level 4 Associate Degree	**CB (Stage I)** FBESG, PEC, IBL, RM, FA 60 credits + 1 yr of experience	**Core Level** One module 20 credits	**Core Level** M1, M2, M3 & M4 80 credits	**Core Level** One module 20 credits		**Core Level** M1, M2 & M3 40 credits		**Core Level*** M1, M2 & M3 10/20 credits + <5 yrs of experience

Existing and potential banking practitioners	AML/CFT practitioners	Retail Wealth Management practitioners	Cybersecurity practitioners	Credit Risk Management practitioners	Operational Risk Management practitioners	Fintech practitioners	Compliance

Background

AAPQ Accreditation Standards

✓ PAC with HIGH involvement

Component 1	Standard 1	Development and Management of Qualifications ✓

Component 2	Standard 2	Professional Standing, Governance and Organisational Structure
	Standard 3	Development and Management of Assessment ✓
	Standard 4	Human Resources ✓
	Standard 5	Communication with Stakeholders ✓
	Standard 6	Financial Resources and Financial Arrangements
	Standard 7	Information Management Systems for Records

Purpose & Objectives

Purpose:
To build and maintain a strong pool of professionals who are associated to the professional qualifications development by implementing the streamlined and standardized processes with protection to the interest of both parties

Objectives:

- To develop or standardize a list of official documents, such as Job Application Form, Professional Service Agreement; Confirmation, Handbook, & etc.;

- To strengthen the internal quality assurance process;

- To communicate with all the active professionals about the changes and get the required documents completed and signed;

- To review the profile of the professional and terms of agreement regularly (i.e. every two years);

- To build stronger network, relationship and engagement with the professionals.

Who will be impacted?

Professional Service Providers for the Professional Qualifications

HKIB's Close Working Partners

- Writers
- Reviewers
- Trainers
- Examiners
- Moderators

What's in it for you?

Benefits to you

- **Protecting your interests**
  - Gain better support through proper orientation and guidelines
  - Avoid breaching any ordinance or regulations

- **Maintaining and uplifting the professionalism**
  - Support you to achieve CPD requirements
  - Enrich your knowledge related to HK Qualifications Framework
  - Update personal profile and bio to gain more possible business opportunities
  - Gain the complimentary seats of seminars / training / conference from HKIB as learning or development opportunities

- **Building professional network**
  - Work with different professionals or practitioners for knowledge and skills sharing

Key documents related to you

Professional Service Agreement

Job Application Form for Trainer/Examiner/Writer/Reviewer/Moderator

| Disclosure Form for Potential Conflicts of Interest |
|---|

Handbook (with Guidelines) + Welcome Kit

Confirmation Letter

Template for Profile Update

Class Observation Form / Programme Evaluation Form / Examination Evaluation Form

CERTIFIED BANKER

New Examiner / Moderator Welcome Kit

- ✓ Respective Programme Handbook, Brochure and Flyer

- ✓ HKQF Factsheet

- ✓ Generic Level Description of QF (L1 – L7)

- ✓ Supervisory Policy Manual CG-6 "Competence and Ethical Behavior" by the Hong Kong Monetary Authority

- ✓ Briefing to Examiner & Moderator – PowerPoints

- ✓ Examiners/Moderators Handbook

- ✓ Assessment Development Procedure

- ✓ Relevant Programme Materials (including study guide, PowerPoints and module outline, etc.)

- ✓ UoC & Mapping Table Summary, if applicable

- ✓ Examination Evaluation Form
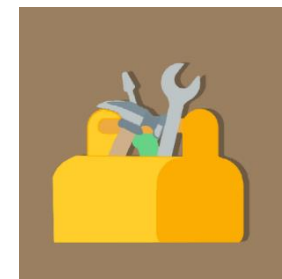
Support required from you

What are expected to receive and actions to do under new collaboration?

1. To sign and return the Job Application Form

2. To review and sign the Professional Service Agreement

   (with Service Period: 1 April 2024 – 31 March 2026)

3. To read the Examiners / Moderators Handbook and ensure you are able to comply with the guidelines in the Handbook

4. To read the "Welcome Kit" from HKIB

5. To provide update Personal Profile to HKIB and update the personal profile (including the CPD achievement) at least in every 2 years
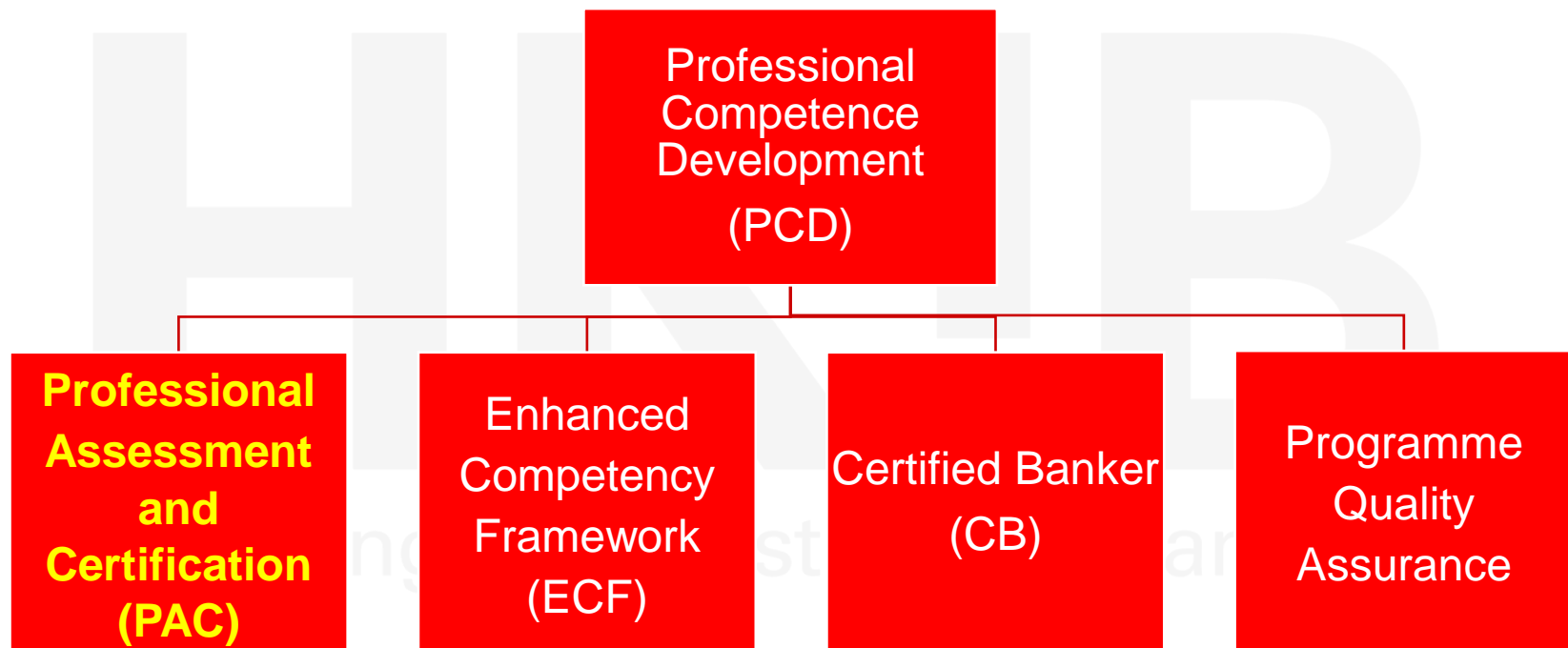
6. To declare any potential conflict of interest

Part II: Examination Update

- Team Introduction

- Term of Reference (ToR) of Examination Moderating Sub-Committee

- Type of Tasks

- Highlights in 2023

Organisation Structure of Professional Competence Development (PCD)

Professional Competence Development (PCD)

Professional Assessment and Certification (PAC)

Enhanced Competency Framework (ECF)

Certified Banker (CB)

Programme Quality Assurance

PAC Team Roles & Responsibilities

Major Roles & Responsibilities
• Design suitable assessment methodology, criteria and standard for each professional qualification
• Comply the assessment development process to ensure it is in accordance with the prescribed HKIB QA policy and procedure
• Design, develop and maintain the policy and procedure of assessment development mechanism, assessment operations and certification process with robust quality assurance measure
• Engage with examiners and moderators
• Facilitate and execute all coordination and operations among various assessment related process delivery

PAC Key Contacts

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Term of Reference (ToR) of Examination Moderating Sub-Committee (EMC)

1. Endorse, where applicable, rectify the examination result for the professional qualification assessment report to the Professional Standard and Examination Board (PSEB)

2. Review the quality and validity of the assessment questions/ papers for the Institute's professional qualifications against the defined standards

3. Oversee the moderation of the marked result of the scripts submitted by candidates, where applicable

4. Comment on the assessment policies and standards

5. Advise/ comment on the module syllabus and exemption matters, e.g. exemption eligibility, for local and overseas qualifications

6. Manage appeal cases and provide recommended actions

Chairperson: Eugene IU, *FHKIB*

Deputy Chairpersons: Dr. Alex CHAN, Richard YAU, Rita MAN, Luke MA

Major Type of Tasks

1. Reviewing current Question Pools
   - On MCQ only (QF Level 4 to 5)
   - Annual Review / Holistic (3-year) Review
   - New Policies on Question Pool Requirement upon AAPQ

	Estimated Frequency of Assessment per year		
	1- 3 times	4 times	Over 5 times
Size of Question Pool	At least 3 times	At least 4 times	At least 5 times

2. Developing / Moderating of new Essay Type Questions / Case Study Examination / MCQs
   - New development / moderation of questions according to prescribed procedures and QF Level

3. Reviewing Examination Paper (MCQ only) generated from Question Pools
   - Review the content of the exam paper – relevancy and timeliness
   - Prepare the Examiner Report by giving suggestion and comment, i.e. candidates' performance
   - Develop / Moderate 10 new MCQs in good quality

Highlights in 2023

1. PQAA Application of Compliance and CB

2. Ground works for ECF – GSF (Green & Sustainable Finance)

3. Remote Exam Execution

4. Digital Credential System (DCS) Initiative

5. PQP Scholarship Revamp & Examination Awards Ceremony

Q & A

Thank You