

Project Final Report for Professional Services Advancement Support Scheme (“PASS”)

1. Project Details

- 1.1 Project Reference No.** : PS171010
- 1.2 Project Title** : Mediation Development Programme for the Belt and Road (Cambodia, Vietnam and Malaysia)
- 1.3 Grantee** : Hong Kong Arbitration Society (HKAS)
- 1.4 Collaborating Organisation(s)** : (i) Joint Mediation Helping Office
(ii)
- 1.5 Implementation Agent(s)** : (i) Nil
(ii)
- 1.6 Sponsoring Organisation(s)** : (i) Nil
(ii)
- 1.7 Consultant(s)** : (i) Mr Chan Bing Woon
(ii)
- 1.8 Project Co-ordinator** : (Name) Mr. Tang Hiu Sze, Hughes
(Post title) Vice Chairman
- 1.9 Deputy Project Co-ordinator** : (Name) Ms. So Pui Man, Maria
(Post title) Honorable Secretary
- 1.10 Project Period (duration)** : from 1/1/2018 to 31/8/2021 (44 months)
- 1.11 Major Beneficiary Sector(s)** : Legal services
- 1.12 Approved PASS Grant (HK\$)** : 741,000

2. Project Implementation

2.1 Project Summary

(Please give a summary of the project including objectives, deliverables and target professional service sectors within 100 words.)

The objective is to develop a Mediation Practice Manual for mediators in Hong Kong developing the practical mediation approaches and methodologies, advancing mediation skills by inputting the practical experience and enhancing and equipping mediators with the skills and knowledge for handling commercial disputes along the Belt and Road.

The Manual will be distributed to mediators in Hong Kong and three workshops will be conducted. Seminars and meetings will be held in Phnom Penh, Ho Chi Minh City and Kuala Lumpur to promote and increase exchange and co-operations of dispute resolution services of Hong Kong in Belt and Road cities.

2.2 Project Deliverables

(Please compare the actual results achieved with the agreed targets for each item.)

Agreed Targets		Actual Results Achieved <i>(Please submit copies of all relevant supporting materials, e.g. proceedings, attendance records.)</i>	
<i>Date / Deliverables (with quantity)</i>	<i>Beneficiaries (estimated no. of local / non-local participants)</i>	<i>Date / Deliverables (with actual quantity)</i>	<i>Beneficiaries (actual no. of local / non-local participants)</i>
01/02/2018 to 30/04/2019 1 Mediation Practice Manual	1 000 Hong Kong mediators	<u>Completed</u> 01/02/2018 to 31/07/2020	Sent to 1 300 mediators in electronic format through email. Delivered 200 copies of the Manual in hardcopy. (150% of target met)
01/09/2019 to 30/11/2019 3 Workshops in Hong Kong	120 Hong Kong mediators	<u>Completed</u> 09/10/2019 19/11/2020 (online) 30/12/2020 (online)	163 Hong Kong mediators (136% of target met)
01/01/2019 to 30/11/2019 3 Seminars in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	300 entrepreneurs	<u>Completed</u> 07/11/2019 (Phnom Penh) 24/06/2021 (Ho Chi Minh City, online) 23/07/2021 (Kuala Lumpur, online)	356 entrepreneurs (119% of target met)

Agreed Targets		Actual Results Achieved (Please submit copies of all relevant supporting materials, e.g. proceedings, attendance records.)	
<i>Date / Deliverables (with quantity)</i>	<i>Beneficiaries (estimated no. of local / non-local participants)</i>	<i>Date / Deliverables (with actual quantity)</i>	<i>Beneficiaries (actual no. of local / non-local participants)</i>
01/04/2019 to 30/11/2019 6 Meetings in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	30 members of counterparts	<u>Completed</u> 06/11/2019(Phnom Penh) 07/11/2019 (Phnom Penh) 24/06/2021 (2 meetings) (Ho Chi Minh City) 23/07/2021 (Kuala Lumpur) 27/08/2021 (Kuala Lumpur)	30 members of counterparts (100% of target met)

2.3 Project Promotion and Dissemination

(Please compare the actual means used / outcomes with the agreed activities for each item.)

Agreed Activities	Actual Means Used / Outcomes (Please submit copies of all relevant supporting materials, e.g. posters, leaflets, invitation letters, publications, website printouts, dissemination e-mails, newsletters, feedback surveys and analysis.)
(a) For Project Promotion:	
Promotion of the Manual	Promotional emails sent to mediators in Hong Kong. Online promotion on HKAS website and HKAS Facebook page.
Promotion of the 3 workshops in Hong Kong	Promotional emails sent to mediators in Hong Kong.
Promotion of the 3 seminars in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	Promotional emails sent to entrepreneurs of Phnom Penh, Ho Chi Minh City and Kuala Lumpur
Promotion of the 6 meetings in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	Sent invitation emails and invitation calls by Mr. Tim Wong (Chairman of HKAS)
(b) For Dissemination of Project Deliverables:	
Distribution of the Manual	Promotional emails sent to mediators in Hong Kong and promoted in workshops. 200 hard copies distributed. Softcopy of the Manual was uploaded on HKAS website for free download. (https://www.hkarbsoc.org.hk/medPracInHK.pdf)

3. Achievements and Grantee's Evaluation of the Project

3.1 Number of participants and eligible beneficiaries

Project Deliverables	Eligible Number of Beneficiaries (if known)
(i) 1 Mediation Practice Manual	1,300 Hong Kong mediators and browsers on Internet
(ii) 3 Workshops in Hong Kong	163 Hong Kong mediators
(iii) 3 Seminars in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	356 entrepreneurs
(iv) 6 Meetings in Phnom Penh, Ho Chi Minh City and Kuala Lumpur	30 members of counterparts

3.2 Feedback from participants / users / professional services sectors

Most of the feedback are positive.

3.3 Dissemination of project deliverables to relevant professionals

We published the "Hong Kong Mediation Practice Manual" in 2020. The workshops conveyed practical mediation skills, methods and knowledge to deal with disputes related to the Belt and Road, enhancing the competitiveness of Hong Kong mediators. We reached a preliminary consensus with the Vietnam Mediation Centre to carry out a plan for the exchange of experiences between mediators in Hong Kong and Vietnam, also reached a preliminary consensus with the Asia International Arbitration Centre (Malaysia) to carry out a plan for the mentorship program between mediators in Hong Kong and Malaysia.

3.4 PASS and other objectives reached *(May choose more than one)*

- ☒ Increasing the exchanges and co-operation of Hong Kong's professional services with their counterparts in external markets
- ☒ Promoting relevant publicity activities
- ☒ Enhancing the standards and external competitiveness of Hong Kong's professional services
- ☐ Others

Please elaborate on how the objective(s) was/were met:

(a) The "Hong Kong Mediation Practice Manual" assists mediators in developing practical mediation approaches and methodologies;
(b) Enhanced and equipped mediators to advance skills and knowledge of handling commercial disputes through practical experiences in the workshop, in particular in relation to the "Belt and Road";
(c) A holistic approach in promoting Hong Kong mediation services and introducing practical mediation approaches and methodologies in Cambodia, Vietnam and Malaysia along the "Belt and Road" during seminars and meetings.

3.5 Overall achievements of the project

The project achieved the objectives as set out in the proposal.

The Project Final Report is prepared by the Grantee.