

# 平等機會培訓課程

### **Training Workshops on Equal Opportunities**



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### 上課地點 Training Venue:

平等機會委員會 香港黃竹坑香葉道 41 號 16 樓 Equal Opportunities Commission 16/F, 41 Heung Yip Road, Wong Chuk Hang, Hong Kong

## 網上報名 Online Enrolment: www.eoc.org.hk/training.html

Course	Date	Time	Course Code	Fee		
免費課程 Free Courses						
香港的反歧視條例簡介【網上課程 Online】 Introduction to the Anti-Discrimination Ordinances in Hong Kong	25/04/2025 Fri (五) 13/05/2025 Tue (二)	1430 - 1600 1430 - 1600 1430 - 1600 1430 - 1600	EOCO-1 EOCO-2 EOCO-3 EOCO-4 (ENG)	全免 Free		
《性別歧視條例》如何保障餵哺母乳的婦女【網上課程 Online】 How Breastfeeding Women are Protected under the Sex Discrimination Ordinance	` '	1600 - 1700 1600 - 1700	BWP-1 BWP-2 (ENG)	全免 Free		
營造種族共融的工作環境【網上課程 Online】 Promoting Racial Inclusion in the Workplace	23/04/2025 Wed (≡)	1600 - 1700	PRIW-1(ENG)	全免 Free		

收費課程 Paid Courses								
在桌遊中認識平等機會【新課程 NEW】 Understanding Equal Opportunities via Board Game	06/06/2025	Fri (∄	五) 1430 - 1730	BG-1	\$860			
DEI 友善工作間 Embracing Diversity, Equality and Inclusion in the Workplace	04/06/2025	Wed (∃	<b>三</b> ) 1430 - 1700	DEI-1	\$720			
制止職場性騷擾之主管有責 Dos and Don'ts Manager's Roles in Combating Workplace Sexual Harassment	19/05/2025	Mon (-	-) 1430 - 1730	SHM-1	\$860			
處理招聘及甄選程序 Managing Recruitment and Selection Processes	14/05/2025 13/06/2025	`	三) 1430 - 1730 丘) 1430 - 1730	MRSP-1 MRSP-2	\$860			
《性別歧視條例》、《家庭崗位歧視條例》與人力資源管理 Issues in Human Resources Management under the Sex Discrimination Ordinance and the Family Status Discrimination Ordinance	21/05/2025	Wed (∃	<b>三) 1430 - 1730</b>	IHSF-1	\$860			
《殘疾歧視條例》與人力資源管理 Issues in Human Resources Management under the Disability Discrimination Ordinance	26/05/2025	Mon (-	-) 1430 - 1730	IHDD-1	\$860			
如何處理工作間涉及歧視和騷擾的投訴 Managing Complaints of Discrimination and Harassment in the Workplace	09/05/2025 & 12/05/2025		五) 1430 - 1730 -) 1430 - 1730	MCW-1	\$1480			
(此課程分為兩節,參加者必須出席同一課程的兩節) (The course is divided into two sessions, participants are required to attend two sessions of the same course)	10/06/2025 & 11/06/2025	•	<ul><li>= ) 1430 - 1730</li><li>= ) 1430 - 1730</li></ul>	MCW-2	\$1480			

(ENG) 此課程以英語授課,其他課程以粵語授課。

The workshops marked with (ENG) will be conducted in English while the other workshops are conducted in Cantonese.

#### 報名須知

- 1. 每項課程只需報讀一班。
- 2. 每個課程編號只接受屬同一機構最多兩名人士報名。
- 3. 名額先到先得,額滿即止。報名截止日期為課程舉行 前七天。
- 4. 如報讀多於一項課程,可以一併繳付總額。
- 参加者完成報名及繳費後,平機會將於截止日期或之前以電郵發出確認通知。
- 課程收費已包括課程教材及出席證書。出席證書不適 用於免費課程。
- 7. 報名一經確認,除非因平機會取消課程,否則已繳學費恕不退還,亦不得更改參加者或轉讀其他課程。所有退款包括超額報名的學費,將在該課程季度完結後一併處理及退還。
- 8. 如未能上課,請於課程前最少兩個工作天,電郵至 training@eoc.org.hk 通知本會,否則或影響日後報讀 中誌。
- 9. 平機會保留取消、改動課程或收生的一切權利。

#### Notes

- Select one class only for each course enrolled.
- Up to two participants from the same organization would be accepted for each course code.
- 3. Seats would be assigned on a first-come-first-served basis. Enrolment deadline is 7 days before course commencement date.
- 4. If you enrol in more than one course, you can pay the total amount all at once.
- The EOC will send enrollees the confirmation by email on or before enrolment deadline after enrollees complete the enrolment and payment process.
- Course fees include course materials and a certificate of attendance. Certificate of attendance is not applicable to free courses.
- 7. Once the enrolment is confirmed, unless the enrolled course is cancelled by the EOC, no refund, or class transfer including change of the participant will be allowed. All refund including the payment of over-enrolment will be handled at the end of the course semester.
- Notice of absence should be emailed to training@eoc.org.hk at least 2 working days before the course. No-show records may affect future enrolment application.
- The EOC reserves the right to administer admission, cancel or make any necessary changes to the courses.