

Briefing for PIs with Projects in the CityU Shenzhen Research Institute

The accounting and financial procedures, personnel matters and fixed asset management in CityUSRI may be different from that carried out in the main campus. In view that more and more CityU faculty members have got a mainland grant and will start their projects soon, a briefing will be organised with details as follows:

Event: **Briefing for PIs with Projects in the CityU Shenzhen Research Institute**

Date: **17 Dec 2012 (Mon)**

Time: **2:30pm-4:30pm**

Venue: **Multi-media Room, 4/F., Cheng Yick-chi Building**

Programme Rundown:

- 4 2:30 – 2:50pm: **Mr Tony Chen** will present on overall research project management in CityUSRI
- 4 2:50 – 3:10pm: **Mr Andy Mo** will present on staffing, personnel and fixed asset management in CityUSRI
- 4 3:10 – 3:30pm: **Ms Yu Lan** will present on accounting, procurement, disbursement matters in CityUSRI
- 4 3:30 – 4:30pm: **Q and A Session**