

CANADIAN CHINESE INSURANCE PROFESSIONALS ASSOCIATION



CCIPA NEWSLETTER

QUARTERLY PUBLICATION

加華保險專業協會

Website: www.ccipa.com Email: info@ccipa.com

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Upcoming Events

Please mark your calendar for the upcoming events. Listed below are a few of many upcoming seminars and fun events. Please stay tuned for further registration details. We look forward to seeing you at all upcoming events.

Chinese New Year Dinner Celebration – Friday, March 9th

Location: Elegance Chinese Cuisine & Banquet,
7130 Warden Avenue Bldg #20, Suite 106-11 Markham Ontario.

Time – 6:30PM

Join us at our annual Chinese New Year dinner where guest will get to enjoy Chinese delicacies, meet the God of Fortune and participate in various games and shows!

CCIPA Annual Summer Golf Tournament Thursday, July 5th

Location: Richmond Hill Golf Club

Save the date for CCIPA's Annual Golf Tournament! This year we have moved our venue to Richmond Hill Golf Club. Expect amazing food, prizes and a fun day out of the office

Chinese New Year 2018 Celebration Dinner

Friday, March 9th, 2018,

Reception 6pm, Dinner 7pm

Elegance Chinese Cuisine & Banquet

20 Gibson Drive, Markham, ON L3R 3K7

Cost : \$45 / person Please RSVP event@ccipa.com

Meet with God of Fortune



Canadian Chinese Insurance Professionals Association

*Opinions expressed are those of the authors and
do not necessarily reflect the views nor the
endorsement of CCIPA.*

Newsletter Editor's Message

Dear Members and Friends,

I hope you all enjoyed the holidays and had a happy new year!

Before the end of 2017, The CCIPA got to experience its annual Christmas ball and would like to say it would be a great success. Many industry friends got to share a magical night together experiencing dancing, raffle draws and amazing food.

With the start of 2018, The CCIPA pushes forward to welcome the year of the DOG. We are looking forward to seeing you all at our Annual Chinese Dinner which will be held at Elegance Chinese Cuisine.

We have also planned a head and locked down our time and date for the Annual Golf Tournament this Summer! More details to come!

Otis Wong
Editor
DGA Careers

Member's Corner

CCIPA invites and encourages all interested individuals, affiliated or working within the insurance industry, to join our insurance professional community network. Please introduce the CCIPA to your peers and contact our board directors for further details. The membership application form can also be downloaded from our website.

If anyone has any comments or suggestions, please do not hesitate to let us know!

Please note membership renewals are due! Visit www.ccipa.com to renew your membership!

Past Events

CCIPA Annual Christmas Ball - December , 2017

Before ending the year, the CCIPA hosted its annual Christmas Ball. With a record breaking attendance, everyone was able to enjoy a delicious meal and participate in raffle draws that featured amazing prizes including the year's hottest tech! We also saw amazing dance performances and singing from talented individuals. Next year, we hope to beat another attendance record and already looking into other fun activities we can do!



Industry events:

Feb 27-28 – Insurance Canada -16th Annual Insurance-Canada.ca Technology conference at *Toronto Beanfield Centre*
Learn about the impact that technology has on insurance while joining industry peers in a day of networking and seminars by industry leaders.

May 2 - PCUC – Spring Thaw Cocktail reception at the National Club

Celebrate the return of spring with your colleagues and enjoy an evening of networking, games and more!

http://www.pcuc.info/events/spring_thaw_2018

Featured Article: Office Etiquette: Tips To Overcome Bad Manners At Work

"James" (name changed) didn't realize he was causing anger and frustration among his coworkers. Because he scheduled meetings back-to-back, he would regularly show up to his next meeting 10-15 minutes late. James also checked his email messages and took cell phone calls – during meetings.

Worse yet, because James wanted his manager to view him as productive, he rarely took days off when he was sick; choosing, instead, to come to work and expose his coworkers while he coughed and sneezed his way through the day.

Sound familiar? Unfortunately, the workplace can become stressful when employees don't follow basic office etiquette.

Why is office etiquette important? Because bad manners at work can be bad for business by negatively affecting employee morale and productivity.

To ensure a happy and productive work environment, every employee (not just management) should act as a role model by demonstrating the following good manners:

- Stay at home when you're sick.
- Always show up on time for meetings. If you're usually running late, try scheduling meetings in 45 minute increments to allow enough time to get to your next one.
- Keep meetings to the scheduled amount of time. Don't force the next group to stand in the hallway outside the conference room waiting for you and your group to finish.
- Put your cell phone on vibrate mode to prevent disturbing others.
- Pay attention during meetings and avoid multi-tasking, such as scrolling through emails on your smart phone or computer.
- Don't hold meetings in your cubicle and distract those sitting close nearby. For meetings with three or more people, go to a conference room or a break area.
- Eat lunch in the cafeteria or break room. Avoid eating smelly food at your desk.
- Be aware of how loud you speak on the telephone if you work in a cubicle environment.
- Avoid wearing perfume or cologne at work.
- Don't wear revealing clothing. Let others see your skills, not private body parts.
- Respect your co-worker's property (and company property).
- Don't take things from others without asking. Refrigerator lunch food stealers – that also means you!
- Don't yell and scream at others. Compassion and empathy will serve you much better to earn respect.

Tired of bad manners in your office? Here are tips for dealing with offenders:

- Don't reciprocate bad office behavior.
- Stay calm and don't get emotional or angry. We all have bad days every now and then; sometimes a sympathetic comment is the best way to direct a coworker toward better behavior.
- Meet with the person in a private location and explain how his or her bad manners are affecting you.
- Make sure you understand your company's business ethics and procedures for reporting infractions.
- If the bad behavior continues or worsens after you've spoken with the offender, seek help from your manager or a representative from HR.
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A coworker pulled James aside and, while chatting over coffee, pointed out his poor workplace manners and how they were negatively impacting others. The coworker then expressed her own frustration and anger with how James had disrupted a meeting she had recently led. James was shocked by the feedback; he had been unaware of how his poor manners were affecting others. The good news? He immediately changed his behavior and even apologized to several coworkers.

To improve company culture, don't be afraid to approach coworkers (or managers) who display bad manners at work. The worst scenario is to allow poor behavior to continue, as this can decrease employee morale and productivity – it can also send a message that this type of behavior is OK (when it isn't). So speak out, but do so with kindness and compassion.

Message from the President

Dear CCIPA Members and Friends,

I would like to express my appreciation to all the individuals, companies, and organizations who have contributed to the success of our Christmas event. It would not have been possible without your participation. With time zooming by, I find myself looking forward to our exciting Chinese New Year dinner which is coming just around the corner.

Please remember to register early for this fun-filled event. See you all there.

Corey Chan,

President, CCIPA

