ReThink HK 2025 – Speaker Toolkit

ReThink HK has been designed specifically for professionals who are driven by, or challenged with, sustainability goals for their business or organisation, and the 2025 event is focused on answering one of the most crucial questions for companies in our city: How can we engage all businesses in Hong Kong and encourage them to commit to a just and sustainable transition as the #OnlyWayForward

Please read the following guidelines in detail ahead of the event.

EVENT OVERVIEW

ReThink HK 2025 will be hosted on Thursday **11 and** Friday **12 September 2025** in **Hall 1 of the Hong Kong Convention and Exhibition Centre** in Wan Chai.

For **Local Speakers**:
To reach HKCEC from Exhibition Centre MTR Station:

- Exit at Exhibition Centre Station (Exit B3).

To reach HKCEC from Wan Chai MTR Station:

- Exit at Wan Chai Station (Exit A1 or A4).

For **Oversea Speakers**:
From Hong Kong International Airport

- By Bus: Route no. A11 or E11 to Wanchai and change to route no. 40M to the HKCEC (Estimated time: 80 mins)
- By MTR: Airport Station to Hong Kong Station and switch to Wanchai Station (Estimated time: 40 mins)
- By Taxi (Estimated time: 45 mins)

Thursday, 11 September 2025 (Day 1)

Speaker Check-in from 08:30
Solutions Expo 08:45-18:30
Conference 09:15-18:00
Happy Hour Networking Drinks 17:15-18:30
Official Networking Event* 18:45-21:30
* ticket required

Friday, 12 September 2025 (Day 2)

Speaker Check-in from 08:45
Solutions Expo 08:45-18:00
Conference 09:15-17:30
Happy Hour Networking Drinks 17:00-18:00

Concurrent programmes will be hosted across nine theatres/stages over the two-day event:

- Net Zero Innovation Theatre (Keynote)
- BEC Climate & Nature Theatre
- Circularity & Waste Theatre
- Buildings & Facilities Theatre
- Liveable Cities & Transportation Theatre
- People & Purpose Theatre
- Supply Chains & Logistics Stage
- Innovation Stage
- ConTech & PropTech Stage
- 1 x Roundtable & 2 x Workshop Rooms

Click here to view the full conference agenda.

As ReThink HK is an in-person conference, all speakers will be expected to attend the event on site at the Hong Kong Convention and Exhibition Centre in September.

If you foresee any changes to your on-site attendance at ReThink HK 2025, please let Nelly (nelly.a@rethink-event.com) and Sandra (sandra.f@rethink-event.com) know **as soon as possible**.

DISCOUNTED DELEGATE PASSES FOR YOUR COLLEAGUES, PEERS AND PROFESSIONAL NETWORK

Your support and promotion of ReThink HK 2025 over the coming weeks will be invaluable to us. With general delegate registration now open, now is the time to engage your peers and ensure that they get the opportunity to attend your session and the full programme.

Your Speaker Promo Code: SPEAKER25 **(Valid against a two-day event pass; subject to availability)**

Your Speaker Promo Code can be shared (alongside your personalised Solo/Panel Card) on social media and offered to your colleagues, contacts and clients who will be able to purchase their two-day event passes at a discounted rate.

All delegate fees contribute towards the funding of amazing impact projects by The ReThink Foundation in Hong Kong – these will be announced on Day 1, Thursday 11th September at ReThink HK 2025 as part of the Opening of the People & Purpose Theatre.

Delegates who book before 18:00 on 10th September with your Speaker Promo Code will be able to purchase their two-day pass at a discounted rate of HK$619 + admin fee (vs full price of at HK$1300 + admin fee).

For Inviting Overseas Colleagues & Guests: A Complimentary 2-day all-access pass is available for delegates who have residency out of Hong Kong and can provide an international contact number. They can register online here: you can use this link: https://register.rethink-event.com/overseas

PRIOR TO THE EVENT

To help you prepare and optimise your experience at ReThink HK 2025 as a speaker, please note the following ahead of the event.

1. **If you are speaking as part of a panel session, align with your moderator and fellow panellists on session structure and discussion points.**

   Moderators and panellists of the same session will be introduced to each other via email or a group call. The purpose of the introduction is to allow speakers to align on session structure and discussion points. A member of the ReThink HK team will be on the call to provide a short briefing on event logistics but may not be able to remain on the call for the duration.

   Notes to <u>MODERATORS</u>:

   - During the group call, as moderator you will be expected to lead the discussion on session structure and discussion points, and to obtain ideas from panellists on how they would like to contribute to the session.

   - After ReThink HK has introduced you to your panellists via email or a group call, please continue to communicate with them. We highly encourage you to circulate the questions that you plan to ask during the session – so as to facilitate your panellists' preparation of their answers and discussion points.

   - We also encourage you to prepare a few back-up questions in your question bank, in case questions received from the audience during the Q&A are insufficient, inappropriate or irrelevant. (See below for further details on Q&A procedures.)

   - The MC will only be introducing you as moderator and your session title, and will not be introducing individual panellists. As moderator, you will be responsible for introducing the panellists of your own session as they take to the stage or are all seated on stage.

   - The profiles of your fellow panellists are available on the ReThink HK website at: https://rethink-event.com/2025-speakers/.

   Notes to <u>PANELLISTS</u>:

   - As panellists, you will be expected to participate in the group call and share with your moderator and fellow panellists on how you would like to contribute to the session. Your moderator will be encouraged to circulate, via email, the questions that s/he will be asking you and your fellow panellists on stage, for you to prepare further in advance of the event. It is vital that the speaker attends this planning call themselves and can be supported by colleagues if required.

   - Between the call and the event, please continue to communicate with your moderator and fellow panellists to ensure that you are all aligned on your contributions to the session structure and discussion, including on questions that you would like the moderator to address.

   - Panellists at ReThink HK 2025 will **not** be expected to prepare slides. From past experience, we believe that panel sessions without slides are much more conducive to an interactive discussion and provide the most unique insights to the audience.

- However, if you do wish to submit a few slides to support the overall discussion, **please align with your moderator and let Nelly (nelly.a@rethink-event.com) know no later than 16:00 on 14 August (Thursday).**

- Once this has been aligned, please submit a **PowerPoint file in 16:9 aspect ratio nelly.a@rethink-event.com no later than 16:00 on 28 August (Thursday).**

- Note that this is a hard deadline as all PowerPoint files will need to be incorporated into ReThink HK's standard holding slides and tested prior to the event.

- Presentation slides will be uploaded onto a centralised laptop that will be used for all sessions. ReThink HK **will not** be able to accommodate the use of personal laptops during presentations. Please bring a back-up presentation on a USB flash drive to the event venue.

2. If you are a solo presenter:

- If you have indicated a preference to use PowerPoint slides, please submit your **PowerPoint file in 16:9 aspect ratio to nelly.a@rethink-event.com no later than 16:00 on 28 August (Thursday).**

- Note that this is a hard deadline as all PowerPoint files will need to be incorporated into ReThink HK's standard holding slides and tested prior to the event.

- For a 10-minute presentation, your PowerPoint file should comprise no more than 5 slides. For a 15 to 20-minute presentation, your PowerPoint file should comprise no more than 8 slides. If you have video inside your PowerPoint, please let us know in advance – this is very important for pre-event testing.

- Presentation slides will be uploaded onto a centralised laptop that will be used for all sessions. ReThink HK **will not** be able to accommodate the use of personal laptops during presentations. Please bring a back-up presentation on a USB flash drive to the event venue.

3. Know where your session will be hosted

All speakers should have been informed of the theatre where their session(s) will be hosted. If you are unsure where your session will be hosted, please double check on https://rethink-event.com/2025-conference/ .

4. Make the most of the full event

As a speaker, you will be provided a complimentary two-day Speaker Pass.

There is no need for you to register for your pass on our website as your registration will be managed by the ReThink HK team and details sent via email approximately ten days before the event.

You are most welcome to stay and participate in other conference sessions as a delegate when you are not on stage as a speaker.

Note that your Speaker Pass is non-transferable. Please retain your Speaker Pass for the two event days to be able to access the event venue.

ON THE EVENT DAY

1. **Arrive at HKCEC Hall 1 Concourse at least 45 minutes before the start of your session.** If your session starts at 11:00am, you must arrive at the event venue no later than 10:15am.

   It is crucial that you arrive 45 minutes prior to the start of your session because you will need to reserve time to pick up your Speaker Badge at the Speaker HQ and locate the theatre/stage/workshop where your session will be hosted.

2. Follow the signage and proceed to the Speaker HQ to collect your Speaker Badge. There is no need to stop by the delegate registration counters.

3. At the Speaker HQ, you will be provided your Speaker Badge and shown where the theatre for your session is located.

4. **Arrive outside the entrance of your theatre 20 minutes before the start of your session.** Your Theatre Manager or a staff member will be meeting you and other speakers of your session outside the entrance of your theatre to provide a quick logistics briefing.

   If your Theatre Manager does not see you outside the entrance of your theatre 20 minutes before your session is due to start, they will contact you with your provided number. If you foresee that you will be late for any reasons, please contact your Theatre Manager to inform them in advance.

   Your Theatre Manager will be supported by a team of student volunteers (door keepers, mic runners, timekeepers, speaker support) and technicians. They will be your primary point of contact for your session. Please save their contact details to facilitate on-site coordination (available below).

5. The Theatre Manager will then invite you to enter the theatre and be seated in the holding area or front row of the theatre. We will aim to have all speakers of the next session on standby 15 minutes before the next session is due to start.

   ***If you would like to meet your fellow speakers in advance of the Theatre Manager's briefing, please reach out and make arrangements with them separately.**

   *There will not be time for you to check your PowerPoint slides (if any) before the start of your session. If you do wish to check your PowerPoint slides on the event day, please arrive **prior to the start of the first session of that day** and contact your Theatre Manager.

6. **Moderators will be using clip mics.** The technician will help moderators secure their clip mics prior to their session.

   Panellists will be using handheld mics.

Solo presenters will be speaking from the podium.

7. At the designated time, the MC will introduce your session and invite the speakers to take the stage.

8. **If you are speaking as part of a panel or fireside interview session, once on stage, please sit in the order as shown on the screen (underneath your own speaker photo).**

   If you are a solo presenter, please proceed to the podium where you will be speaking from.

9. If you are speaking with PowerPoint slides, we will provide you with a clicker for you to control your own PowerPoint during the session.

10. **Q&A**

    All speakers (solo presenters as well as panels) are encouraged to reserve time for Q&A towards the end of the session. However, if time is running out or if the session is proceeding in good flow (such that Q&A is not priority), we are happy for you as a solo presenter or the moderator to take it to the end without a Q&A.

    Q&A for solo sessions or interview sessions will be conducted directly from the audience. Simply indicate to the audience that you are ready to take a few questions and pick directly the members of the audience whom you would like to ask questions. The mic-runner will be on standby to provide microphones to those audience members whom you have picked.

    The MC will be providing frequent reminders to the audience on the format of question submission.

11. **Conclusion of sessions/Timekeeping**

    It is crucial that sessions DO NOT overrun. The Theatre Manager will remind you of the duration and end time of your session in their logistics briefing.

    There will be a countdown clock at the front of the stage (for main Theatres only) displaying the remaining time left for your session.

    Two minutes before a session is due to end, the timekeeper will hold up signage to indicate that the session must conclude immediately.

IMPORTANT REMINDERS

- The Speaker dress code is business casual – outfits that you would typically wear in a professional work environment but without the "suit and tie" formality.

- All conference sessions will be hosted in English.

- Holding slides for each session and the breaks will be displayed on the screen. Your speaker photos, job titles, company names and session profile will be shown on the screen as part of the backdrop.

- Please know that we will serve water to speakers on stage.

  Please also bring your own reusable/refillable water bottle.

  All speakers will be able to refill their water bottles yourselves around the Showcase Expo.

- Lunch will not be provided to speakers at ReThink HK 2025. However, there's food for purchase available at the Central Networking Lounge as well as several F&B outlets within the HKCEC venue.

- The Speaker HQ is strictly for the issuance of Speaker Badges. Speakers will **not be allowed** to store their belongings at the Speaker HQ.

- Upon departure from the event on Day 1, if you will **not** be returning to the event on Day 2, kindly return your speaker badge. If you are returning on Day 2, please hold on to your badge. If you mistakenly return/recycle your badge, you will be charged **HK$150** to reprint your badge on Day 2.

- If you are speaking on Day 2 but also attended on Day 1 then **YOU MUST** check-in at the Speaker HQ on Day 2 so we know that you are at the venue (at least 45mins) prior to your session.

- Members of the media will be present at ReThink HK 2025. Please understand that we are unable to guarantee whether, or not, they will attend any particular session(s). We will also be unable to provide speakers with a pre-publication review from external media (including our Media Partners).

- Photographers will be present. However, we cannot guarantee that photos of all speakers and sessions can be taken.

- Please understand that we are unable to offer complimentary or +1 conference passes to colleagues of speakers.

  We are proud to maintain our impact pledge with all delegate fees contributing towards the impact projects being supported by the ReThink Foundation.

- **If your colleague would like to attend, please ask them to register on ReThink HK's website in advance of the event, before 23:59 on 9 September using SPEAKER25 to get the best price pass.**

- **Free Expo Only Pass**
  This year we will have exhibition only passes available for free when using the speaker code [**SP25EXPO**], registration will open from 13th August (the pass is free to register up until 18:00 10th September, when the price will be HK$210 + admin fee, and on-site the price will be HK$250). Please note, exhibition only pass holders cannot attend conference theatre sessions, workshops, or access the networking lounges and can only be used to access open Stages and the Expo Area) after 13:00 on both days.

  Expo Only Passes are available using the following link here.

- If you would like to join our Official Networking drinks which will take place at Soho House, 33 Des Voeux Road West, Sheung Wan on Thursday 11 September, 18:45-21:30, tickets are available at the following link: Networking Drinks (link only valid for speakers to book ticket).

  If you are travelling by private vehicle to the event venue, please find the parking guide for your reference.

  Once on site, please contact your Theatre Manager who will be able to assist on all logistics concerns relating to your participation. **Please save their contact details to facilitate on-site coordination (available below).**

THEATRE MANAGER & MC ALLOCATION

Theatre Name	Theatre Manager contacts	Date/Time	Programme Title	MC
Net Zero Innovation	Wa (65384818)	Thursday 11 September	Opening Address	Ashleigh Vilk 53686040 avilk@kis.edu.hk
		Thursday 11 September	Global Approach to Change	
		Friday 12 September	Financing Sustainability Through Solutions at Scale	Ashleigh Vilk 53686040 avilk@kis.edu.hk
		Friday 12 September	Advancing Sustainability Through Technology Leadership	
BEC Climate & Nature	King (63438326)	Thursday 11 September	Climate, Nature, and Accelerating Corporate Action	Yancy Qiu 27843951 91458857 yancyqiu@bec.org.hk
		Friday 12 September	The Future is Blue and Green: Solutions and Opportunities	Cruzanne Macalligan 97332314 cruzanne@thequickwordcompany.com

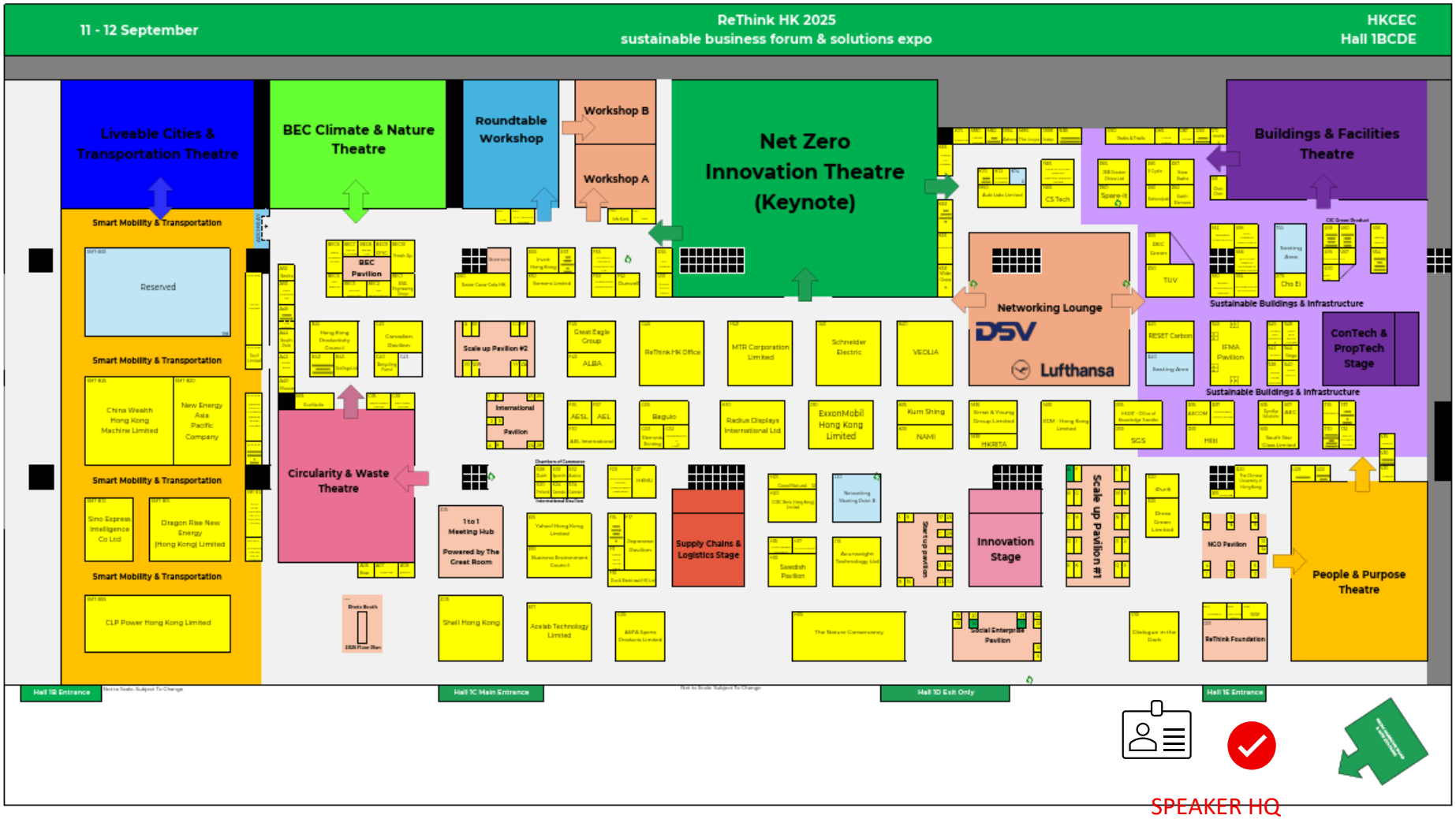
Liveable Cities & Transportation	Cherry (96262320)	Thursday 11 September	Rethinking Liveable Cities	Ms Wing Tsang 96865923 wtsang@civic-exchange.org
		Friday 12 September	Rethinking Mobility & Transportation	Gia Anand 60302329 giaanand2-c@my.cityu.edu.hk gia.aanand@gmail.com
People & Purpose	Gary (96487210)	Thursday 11 September	Rethinking Social Impact	Rachael Ma 6335 3191 rachael.ma@sharedvaluehk.org

		Thursday 11 September	Rethinking Workforce Transformation	Christy Ng 6028 8910 christy@britcham.com
		Friday 12 September	Rethinking Marketing & Communications	Sovina Taneja 5643 2495 sovina.taneja@creativegp.com
		Friday 12 September	Rethinking Health & Wellbeing	Connie Tam 9811 3804 connie.tam@hkcss.org.hk

Buildings & Facilities	Heidi (65910213)	Thursday 11 September	Rethinking Built Spaces	From 11:00 am to 15:40 Fanny Wong 95880219 fanny.wong@hkgbc.org.hk (HKGBC and CIC sessions only)
				From 15:40 to 17:40 Maria Dharshini Anthony Jesu Ashok Savitha 91715372 s1312639@live.hkmu.edu.hk mariadharshini9@gmail.com
		Friday 12 September	Rethinking Facilities Management	Connie Chan 60937738 connie.yt.chan@nanfung.com
Supply Chains & Logistics	Chan Margaret (94042417)	Thursday 11 September	Rethinking Supply Chains & Procurement	

				Adam Yee 59698944 adam.yee@argonandco.com
		Friday 12 September	Rethinking Logistics	Angel Yip 63323311 angel.yip@argonandco.com
Circularity & Waste	Janice (97913821)	Thursday 11 September	Rethinking the Circular Economy	Felicia Audrey Nugroho 97439624 1155224484@link.cuhk.edu.hk audreynugroho.work@gmail.com
		Friday 12 September	Rethinking Food & Hospitality	Siddhi Das 64624557 sdasac@connect.ust.hk 2022siddhidas@gmail.com
Innovation Stage	Aki Chan (65524363)	Thursday 11 September		Vanessa Chan 5989 4219 vanessa.chan@themillsfabrica.com
		Friday 12 September		Ryan Lai ryan.lai@themillsfabrica.com 9225 6866 Only for sessions – (13:30 – 15:50) Ching Long Ng (Allon) 65872294 1155211738@link.cuhk.edu.hk allonng13work@gmail.com
ConTech-PropTech Stage	Mak Carrie (94874492)	Thursday 11 September		Only for session – (14:30 – 16:00)

				Ryan Lam 91762102 22240462@life.hkbu.edu.hk
		Friday 12 September		Pierre Frichot 97419067 u3595691@connect.hku.hk jonathanfrichot11@gmail.com


11 - 12 September
ReThink HK 2025
sustainable business forum & solutions expo
HKCEC
Hall 1BCDE
Liveable Cities & Transportation Theatre
BEC Climate & Nature Theatre
Roundtable Workshop
Workshop B
Workshop A
Net Zero Innovation Theatre (Keynote)
Buildings & Facilities Theatre
Smart Mobility & Transportation
Reserved
Smart Mobility & Transportation
China Wealth Hong Kong Machine Limited
New Energy Asia Pacific Company
Smart Mobility & Transportation
Sino Express Intelligence Co Ltd
Dragon Rise New Energy (Hong Kong) Limited
Smart Mobility & Transportation
CLP Power Hong Kong Limited
BEC Pavilion
Circularity & Waste Theatre
Scale up Pavilion #2
Great Eagle Group
ALBA
ReThink HK Office
MTR Corporation Limited
Schneider Electric
VEOLIA
Networking Lounge
DSV
Lufthansa
TÜV
Sustainable Buildings & Infrastructure
RESET Carbon
IFMA Pavilion
ConTech & PropTech Stage
Sustainable Buildings & Infrastructure
International Pavilion
AESL
Bagulo
Radius Displays International Ltd
ExxonMobil Hong Kong Limited
Kum Shing
NAMI
HKRITA
SGS
HBN
1 to 1 Meeting Hub
Powered by The Great Room
Supply Chains & Logistics Stage
Innovation Stage
Scale up Pavilion #1
NGO Pavilion
People & Purpose Theatre
Shell Hong Kong
Acelab Technology Limited
Social Enterprise Pavilion
ReThink Foundation
Hall 1B Entrance
Hall 1C Main Entrance
Hall 1D Exit Only
Hall 1E Entrance
SPEAKER HQ