

# HSSE Conference 2024

Safeguarding Lives and Livelihood -Challenges in Health, Safety and Security 17th - 19th April 2024

Step-by-Step
Registration Guide for
In-Person Delegates

The Cipriani College of Labour and Co-operative Studies thanks you for choosing to register for the Health, Safety, Security, and the Environment (HSSE) Conference 2024. Please use this step-by-step guide to help you throughout the registration process if you will be participating in-person.

#### Step 1

#### Access the Official Conference Webpage

To participate as an in-person delegate for the Conference, you must complete the registration process via the official Conference webpage:

https://cclcs.edu.tt/hsse-conference-2024/

Select "Click Here" to take you to the registration form.



## Step 2

## **Complete Registration Form**

You can now proceed to fill out the registration form. Please provide a valid email address. All Conference information will be communicated with you through this email.

Registration is only completed once you click "submit".



A confirmation email with further instructions on payments and other details will be sent to you within *24 hours* of completing your registration.

If you do not receive the confirmation email within 24 hours of submitting the form, please contact <a href="mailto:hsse@cclcs.edu.tt">hsse@cclcs.edu.tt</a> or phone 1-868-609-3064 ext 650 for further verification.

#### Step 3

#### Make Payment

To become a fully accredited delegate, please proceed to make full payment via the options available on the webpage. To explore these payment methods, please visit the following link: <a href="https://cclcs.edu.tt/17324-2/">https://cclcs.edu.tt/17324-2/</a>

Once your payment has been made, kindly email <a href="mailto:hsse@cclcs.edu.tt">hsse@cclcs.edu.tt</a> a copy of your receipt to ensure that you will be accredited for the conference.

Upon verification of your payment by the event staff, you will receive a confirmation email confirming your status as an accredited delegate for the conference.

## Step 4

## **Stay Informed**

You have now completed the registration process. The email address you provided in the registration form will be used to share important details about the Conference.

Thank you for registering! We look forward to seeing you from April 17<sup>th</sup> to 19<sup>th</sup>, 2024.