

**Remuneration Packages for Staff in the Top Three Tiers
of Subvented Non-governmental Organisations**

Review Report for the Reporting Year of 2015-16

(to be completed if not exempt from the Government Guidelines)

To: Director of Social Welfare
(Attn : Subventions Section)
38/F, Sunlight Tower,
248 Queen's Road East
Wan Chai, Hong Kong

Fax No. : 2575 6537

[Please read the explanatory notes before completing this proforma. The completed proforma should reach SWD by 31 October of each reporting year.]

Part A: Remuneration Packages

Information of my staff in the top three tiers -

(1) Staff of 1st Tier ¹

(a) Number of staff _____ 1 _____

(b) Rank _____ CA _____

(c) Post _____ Secretary _____

(d) Total annual staff costs ² (including those not under SWD subventions, if applicable) _____ \$266,190.00
[1(d) should be equal to or greater than 1(e)] _____ (round up to dollar)

(e) Total annual staff costs under SWD subventions _____ \$266,190.00
[1(e)=1(g)(i)+(ii)+(iii)+(iv)] _____ (round up to dollar)

(f) Please specify the months covered if (1)(e) was not incurred for the full year: _____ months

(g) Breakdown of (1)(e)

(i) Salary ³ _____ \$231,480.00 _____

(ii) Provident Fund _____ \$34,710.00 _____

(iii) Cash Allowance ⁴ (please specify if any:) \$ 0 _____

(iv) Non-cash based Benefits ⁵ (please specify if any:) \$ 0 _____

(2) Staff of 2nd Tier ¹

(a) Number of staff 7

(b) Rank ASWO/SWA/RN

(c) Post Unit in Charge

(d) Total annual staff costs ² (including those not under SWD subventions, if applicable)
[2(d) should be equal to or greater than 2(e)] \$2,663,548.11

(round up to dollar)

(e) Total annual staff costs under SWD subventions
[2(e)=2(f)(i)+(ii)+(iii)+(iv)] \$2,421,454.44

(round up to dollar)

(f) Breakdown of (2)(e)

(i) Salary ³ \$2,179,195.70

(ii) Provident Fund \$ 242,258.74

(iii) Cash Allowance ⁴ (please specify if any:) \$ 0

(iv) Non-cash based Benefits ⁵ (please specify if any:) \$ 0

(3) Staff of 3rd Tier ¹

(a) Number of staff 7

(b) Rank SWA/RN/EN

(c) Post Vice Unit in Charge

(d) Total annual staff costs ² (including those not under SWD subventions, if applicable)
[3(d) should be equal to or greater than 3(e)] \$2,142,009.47

(round up to dollar)

(e) Total annual staff costs under SWD subventions
[3e=3(f)(i)+(ii)+(iii)+(iv)] \$1,940,627.66

(round up to dollar)

(f) Breakdown of (3)(e)

(i) Salary ³ \$1,779,866.40

(ii) Provident Fund \$ 140,361.26

(iii) Cash Allowance ⁴ (please specify if any:) \$ 20,400.00

(iv) Non-cash based Benefits ⁵ (please specify if any:) \$ 0

Part B: Public Disclosure of the Review Report


Our organisation ~~*has disclosed~~ / will disclose (please specify the commencement date: 15. December 2016) the Review Report (only Part A) through one or more of the following channels and will make it available to the public upon request -

(*Please delete as appropriate.)

Channel of Disclosure	
<i>(Please tick as appropriate.)</i>	
<input type="checkbox"/>	Posting the information prominently on the notice board(s) at the Central Administration Unit / Head Office
<input checked="" type="checkbox"/>	Uploading the information to our website
<input type="checkbox"/>	Reporting the information in our Annual Report
<input type="checkbox"/>	Publishing the information through special circular(s), newsletter(s) or whatever means (please enclose the copy/copies for reference)

Part C: Declaration by Chairperson

I declare that the information as provided in Part A and Part B is correct.

Contact Person	: <u>Tang Yuk Wan</u>	Signature of Chairperson	: <u></u>
Title	: <u>Agency Head</u>	Name	: <u>Mr. Wong Kay Chau</u>
Tel.	: <u>2793 3478</u>	Tel.	: <u>2793 3478</u>
Email	: <u>csbshqd@netvigator.com</u>	Date	: <u>31 October 2016</u>