



**(2) Staff of 2<sup>nd</sup> Tier** <sup>[1]</sup>

(a) Number of staff	3	
(b) Comparable rank in civil service <sup>[2]</sup>	SWO	
(c) Post	Supervisor	
(d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable) [2(d) should be equal to or greater than 2(e)]		<u>\$3,140,339.00</u> <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		<u>\$3,140,339.00</u> <i>(round up to the nearest dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary <sup>[4]</sup>		<u>\$2,769,385.00</u>
(ii) Provident fund		<u>\$364,387.00</u>
(iii) Cash allowance <sup>[5]</sup> (please specify if any: )		<u>\$ -</u>
(iv) Non-cash based benefits <sup>[6]</sup> (medical insurance)		<u>\$6,567.00</u>

**(3) Staff of 3<sup>rd</sup> Tier** <sup>[1]</sup>

(a) Number of staff	1	
(b) Comparable rank in civil service <sup>[2]</sup>	ASWO	
(c) Post	Supervisor (2) Service Co-ordinator	
(d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable) [3(d) should be equal to or greater than 3(e)]		<u>\$969,431.00</u> <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [3(e)=3(f)(i)+(ii)+(iii)+(iv)]		<u>\$969,431.00</u> <i>(round up to the nearest dollar)</i>

(f) Breakdown of (3)(e)

(i) Salary <sup>[4]</sup>	<u>\$841,080.00</u>
(ii) Provident fund	<u>\$126,162.00</u>
(iii) Cash allowance <sup>[5]</sup> (please specify if any: )	<u>\$ -</u>
(iv) Non-cash based benefits <sup>[6]</sup> (medical insurance)	<u>\$2,189.00</u>

**(4) Review for changes <sup>[7]</sup>**

	<u>2017-18</u> (the year before)	<u>2018-19</u> (the reporting year)
(a) Total annual staff costs under SWD subventions in respect of the top three tiers [(1)(e)+(2)(e)+(3)(e)]	<u>\$5,187,087.00</u>	<u>\$5,455,251.00</u>

(b) Please tick and complete the following as appropriate to state the result of your review -

- I have reviewed the remuneration packages of the staff in the top three tiers and **found no change** in their remunerations as compared with the preceding year.
- I have reviewed the remuneration packages of the staff in the top three tiers and **found change(s)** in their remunerations as compared with the preceding year. The tier(s) having changes and reasons for such changes are stated below -
  - Upward/downward pay adjustment in accordance with Civil Service Pay Adjustment (details are given at the bottom).
  - Upward/downward pay adjustment other than Civil Service Pay Adjustment (details are given at the bottom).
  - Incremental creep (details are given at the bottom).
  - Organisational restructuring or upgrading/downgrading of top three tier posts (details are given at the bottom).
  - Increase/decrease of number of staff of the top three tiers (details are given at the bottom).
  - Other circumstances (details are given at the bottom).

*Details (please use additional sheet as necessary):*

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**Part (B): Information on Staff Serving Their First Contract <sup>[8] [9]</sup>**

Please add column(s) where necessary.

\*Please delete as appropriate.

There is no staff member serving his/her first contract in 2018-19.

The following staff member(s) served his/her/their first contract in 2018-19. Details are as follows:

	<b>Staff no. 1</b>	<b>Staff no. 2</b>	<b>Staff no. 3</b>
<b>(a) Tier <sup>[1]</sup></b>	1st/ 2nd/ 3rd*	1st/ 2nd/ 3rd*	1st/ 2nd/ 3rd*
<b>(b) Comparable rank in civil service <sup>[2]</sup></b>			
<b>(c) Post</b>			
<b>(d) Total annual staff costs <sup>[3]</sup></b>	\$	\$	\$
<b>(e) Total annual staff costs under SWD subventions (e)=[(g)(i)+(ii)+(iii)+(iv)]</b>	\$	\$	\$
<b>(f) Please specify the months covered if (e) was not incurred for the full year</b>			
<b>(g) (i) Salary <sup>[4]</sup></b>	\$	\$	\$
<b>(ii) Provident fund</b>	\$	\$	\$
<b>(iii) Cash allowance <sup>[5]</sup> (please specify if any)</b>	\$	\$	\$
<b>(iv) Non-cash based benefits <sup>[6]</sup> (please specify if any)</b>	\$	\$	\$

**Part (C): Public Disclosure of the Review Report** <sup>[9]</sup>


Our organisation ~~\*has disclosed~~ / will disclose (please specify the commencement date: 31 Oct 2019) the Review Report for 2018-19 (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.)

<b>Channel(s) of Disclosure</b>	
<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 SWD's reference)

**Part (D): Declaration by Chairperson**

I declare that the information as provided in Parts (A) to (C) is correct.

Contact Person	: <u>Olivia LING (Ms)</u>	Signature of Chairperson	: 
Title	: <u>Accounting Officer</u>	Name	: <u>HO Wai-ye, Winnie</u>
Tel. No.	: <u>2558 0108 (Ext. 711)</u>	Tel. No.	: <u>2558 0108</u>
Email Address	: <u>olivia.ling@mevcc.org.hk</u>	Date	: <u>24-10-2019</u>