

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

Review Report for the Reporting Year of 2016-17

(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.]

Name of NGO (code) : The ABM Hong Kong Swatow Baptist Church Community Service Association (024)

Part A: Remuneration Packages

Information of my staff in the top three tiers -

(1) Staff of 1st Tier¹

(a) Number of staff 1

(b) Comparable rank in civil service SWO

(c) Post Chief Executive

(d) Total annual staff costs² (including those not under SWD subventions, if applicable) \$ 1,269,327
[I(d) should be equal to or greater than I(e)] *(round up to dollar)*

(e) Total annual staff costs under SWD subventions \$ 1,107,928
[I(e)=I(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) Salary³ \$ 963,416

(ii) Provident Fund \$ 144,512

(iii) Cash Allowance⁴ (please specify if any:) \$ _____

(iv) Non-cash based Benefits⁵ (please specify if any:) \$ _____

(2) Staff of 2nd Tier ¹

(a) Number of staff	2.26	
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(b) Comparable rank in civil service	ASWO , CP	
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(c) Post	Executive Secretary , Service-in-charge , Part-time Clinical Psychologist	
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(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)]		\$ 2,023,882 <hr/> (round up to dollar)
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		\$ 1,946,755 <hr/> (round up to dollar)
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(f) Breakdown of (2)(e)		
(i) Salary ³		\$ 1,526,670 <hr/>
(ii) Provident Fund		\$ 180,401 <hr/>
(iii) Cash Allowance ⁴ (please specify if any:)		\$ 239,684 <hr/>
(iv) Non-cash based Benefits ⁵ (please specify if any:)		\$ <hr/>

(3) Staff of 3rd Tier ¹

(a) Number of staff	3	
<hr/>		
(b) Comparable rank in civil service	SWA	
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(c) Post	Assistant Service-in-Charge , Social Workers	
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(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)]		\$ 1,254,101 <hr/> (round up to dollar)
(e) Total annual staff costs under SWD subventions [3e=3(f)(i)+(ii)+(iii)+(iv)]		\$ 1,252,334 <hr/> (round up to dollar)
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(f) Breakdown of (3)(e)		
(i) Salary ³		\$ 1,026,031 <hr/>
(ii) Provident Fund		\$ 120,296 <hr/>
(iii) Cash Allowance ⁴ (please specify if any:)		\$ 106,007 <hr/>
(iv) Non-cash based Benefits ⁵ (please specify if any:)		\$ <hr/>

Part B: Public Disclosure of the Review Report


Our organisation ~~*has disclosed~~ / will disclose (please specify the commencement date: _____) 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>SIU Yuen Yee</u>	Signature of Chairperson	: 
Title	: <u>Senior Accounts Clerk</u>	Name	: <u>Dr YANG Fan Shing, Andrew</u>
Tel.	: <u>2322-0171</u>	Tel.	: <u>2327-0266</u>
Email	: <u>Fad5@abmsbc.org.hk</u>	Date	: <u>26th October 2017</u>