ANNUAL FINANCIAL REPORT

NGO: HONG CHI ASSOCIATION

1 APRIL 2023 TO 31 MARCH 2024

	Notes	2023-24 \$	2022-23 \$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding	1b	522,666,144.00	492,360,670.00
Provident Fund)			
b. Provident Fund	1c	34,476,131.00	32,858,862.00
2. Special One-off Grant		-	-
3. Fee Income	2	20,211,879.61	19,200,745.33
4. Central Items	3	6,000,157.00	1,402,682.00
5. Rent and Rates	4	16,920,970.00	15,459,934.00
6. Other Income	5	15,962,178.39	2,815,774.19
7. Interest Received		6,048,054.07	2,900,551.22
TOTAL INCOME		622,285,514.07	566,999,218.74
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		397,602,713.43	375,795,163.48
b. Provident Fund	1c	30,760,577.95	29,092,955.85
c. Allowances		38,328,440.03	32,529,712.42
Sub-total	6	466,691,731.41	437,417,831.75
2. Other Charges	7	109,747,275.95	87,281,153.01
3. Central Items	3	4,274,720.20	4,050,334.97
4. Rent and Rates	4	17,462,520.39	16,993,270.46
TOTAL EXPENDITURE		598,176,247.95	545,742,590.19
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	24,109,266.12	21,256,628.55

The Annual Financial Report from pages 1 to 13 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

Authorised Authorised Signature Signature Mr/T. W. Yau Ms. Zuie C. C. Lin Name Name General Secretary Title Title Chairman 18 OCT 2024 18 OCT 2024 Date Date

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) services (including support services to FSA services) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as depreciation, provisions and accruals have not been included in the AFR.

b. Lump Sum Grant (excluding Provident Fund)

This represents LSG (excluding Provident Fund) received for the year.

c. Provident Fund

This is Provident Fund received and contributed during the year. Snapshot Staff are defined as those staff occupying recognised or holding against subvented posts as at 1 April 2000.

6.8% and other posts represent those staff that are employed after 1 April 2000. The Provident Fund received and contributed for staff under the Central Items which are separately included as part of the income and expenditure of the relevant disclosures have been shown under Note 3.

Details are analysed below:

Provident Fund Contribution	Snapshot Staff \$	6.8% & Other Posts \$	Total \$
Subvention Received	3,838,150.00	30,637,981.00	34,476,131.00
Provident Fund Contribution		, ,	
Paid during the Year	(2,649,514.42)	(28,111,063.53)	(30,760,577.95)
Surplus / (Deficit) for the Year	1,188,635.58	2,526,917.47	3,715,553.05
Add: Surplus / (Deficit) b/f	623,895.63	19,730,241.79	20,354,137.42
Additional subvention received for previous year(s)	•	177,705.00	177,705.00
Less: Refund to Government	(865,307.00)	-	(865,307.00)
Surplus / (Deficit) c/f	947,224.21	22,434,864.26	23,382,088.47

2. Fee Income

This represents social welfare fee income received for the year in respect of the fees and charges recognised for the purpose of subvention as set out in the LSG Manual.

NOTES ON THE ANNUAL FINANCIAL REPORT

3. Central Items

These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.14 of the LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

	2023-24	2022-23
a. Income	\$	\$
a. Income		
Allowances for Specific Services Arising from the Implementation of the Minimum Wage Ordinance (Overnight On-site-on-call Allowan	1,396,353.00 ce)	1,302,682.00
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school	-	-
Rehabilitation Services Training Sponsorship Scheme for Master in OT and PT	4,490,000.00	-
Subsidy for Enhanced Support for Ethnic Minority Children in SCCC and EETC	-	100,000.00
One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and	93,804.00	
Eligible Persons with Disabilities Pilot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	20,000.00	-
Total -	6,000,157.00	1,402,682.00
-	-,,	1,102,002.00
b. Expenditure		
Allowances for Specific Services Arising from the Implementation of the Minimum Wage	1,371,153.74	1,300,534.97
Ordinance (Overnight On-site-on-call Allowand Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	- -	-
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
Training Sponsorship Scheme for Master in OT and PT	2,880,000.00	2,560,000.00
One-off Subsidy for Enhanced Provision of Visiting Medical Officer for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care	-	189,800.00
Homes for Persons with Disabilities One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and	22,366.46	-
Eligible Persons with Disabilities Pilot Scheme on Training to Foreign Domestic	1,200.00	-
Helpers in Care for Persons with Disabilities _ Total	4,274,720.20	4,050,334.97

NOTES ON THE ANNUAL FINANCIAL REPORT

4. Rent and Rates

This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have <u>not</u> been included in AFR.

5. Other Income

This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received have not be included as Other Income in AFR. In this respect, donations should be included if it is used to finance expenditure of the FSA services/ FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	2023-24	2022-23
Other Income	\$	\$
(a) Programme income	1,132,220.90	424,564.80
(b) Production income	8,766,033.78	-
(c) Donation	-	-
(d) Income from Other Activities	-	-
(e) Utilised allocation under Central Items	-	_
(f) Reimbursement of Maternity Leave Pay	-	-
(RMLP) Scheme reimbursement received		
(g) Miscellaneous income	6,063,923.71	2,391,209.39
Total	15,962,178.39	2,815,774.19

6. Personal Emoluments

Personal Emoluments include salary, provident fund and salary-related allowances.

The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

Analysis of Personal Emoluments paid under LSG	No. of Posts	\$
HK\$700,001 - HK\$800,000 p.a.	17.00	12,706,009.80
HK\$800,001 - HK\$900,000 p.a.	11.00	9,226,153.74
HK\$900,001 - HK\$1,000,000 p.a.	3.00	2,843,224.98
HK\$1,000,001 - HK\$1,100,000 p.a.	9.00	9,454,189.68
HK\$1,100,001 - HK\$1,200,000 p.a.	2.00	2,283,853.92
> HK\$1,200,000 p.a.	3.00	4,267,895.14

7. Other Charges

The breakdown on Other Charges is as follows:

		2023-24	2022-23
Other Charg	es	\$	\$
(a) Utilities		13,037,927.80	11,507,915.13
(b) Food		18,976,705.13	17,459,498.92
(c) Adminis	trative Expenses	18,658,487.23	15,877,893.16
(d) Stores ar	d Equipment	12,002,587.93	11,467,232.76
(e) Repair a	nd Maintenance	9,610,157.63	6,820,890.17
(f) Special A	Allowances	12,719,412.50	3,827,277.68
(g) Program	me Expenses	4,611,066.10	2,501,107.63
(h) Transpor	tation and Travelling	4,667,328.90	3,573,387.03
(i) Insurance	e	7,058,151.12	6,945,110.95
(j) Miscella	neous	8,405,451.61	7,300,839.58
	Total	109,747,275.95	87,281,153.01

8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

				f Reserve Fund		
	Lump Sum Grant	Holding Account	Adjustment for Utilised allocation under ASCP/ Enhanced	Rent and	Central	
	(LSG)	(HA)	ASCP-FWSS	Rates	Items	Total
Income	\$	\$	\$	\$	\$	\$
Lump Sum Grant						
Fee Income	557,142,275.00	-	-		-	557,142,275.00
Other Income	20,211,879.61	-	- 1	-	-	20,211,879.61
Interest Received (Note(1))	15,962,178.39	-	- 1	-	-	15,962,178.39
Rent and Rates	6,048,054.07	-	- 1		-	6,048,054.07
Central Items		-	- 1	16,920,970.00	-	16,920,970,00
Total Income (a)	-	-	-	-	6,000,157.00	6,000,157.00
I of at Income (a)	599,364,387.07	-	-	16,920,970.00	6,000,157.00	622,285,514.07
Expenditure						
Personal Emoluments						
Other Charges	466,691,731.41	-	- 1	-		466,691,731.41
Rent and Rates	109,747,275.95	- 1	-			109,747,275.95
Central Items	-	-	-	17,462,520.39	-	17,462,520.39
Central Items	-	-	2	- 1	4,274,720.20	4,274,720.20
Total Expenditure (b)		-	-			-
TOTAL Expenditure (D)	576,439,007.36	-	·	17,462,520.39	4,274,720.20	598,176,247.95
Surplus / (Deficit) for the Year (a) - (b)		l'				
Less: Surplus/(Deficit) of	22,925,379.71	- 1	-	(541,550.39)	1,725,436.80	24,109,266.12
Provident Fund	3,715,553.05	-	- 1	-	-	3,715,553.05
Provident rung						
	19,209,826.66	-	-	(541,550.39)	1,725,436.80	20,393,713.07
landa (CD-C-io b (CA))						
Surplus/(Deficit) b/f (Note (2))	114,972,608.34	40,183,461.30	·	(1,579,520.64)	910,238.63	154,486,787.63
	134,182,435.00	40,183,461.30	- 1	(2,121,071.03)	2,635,675.43	174,880,500.70
144. m.s. v 4 st						
Add: Prior Year Adjustment	- 1		870	1050	- 1	
Production surplus for 2015-2016	-	125,678.00		135	-	125,678.00
Production deficit for 2016-2017		(33,988.00)			-	(33,988.00)
Production surplus for 2017-2023	702,378.53	-		3.5	-	702,378.53
Surplus on Central Items to be refund to Government		-		-	-	
Back payment of rent & rates Repayment of Training Sponsorship Scheme for Master in OT, OT		-	•	2,919,131.00	-	2,919,131.00
and MOT						
(Refer to email dated 5 Jul 2022)		-	-	-	4,597,475.00	4,597,475.00
(Refer to email dated 5 Jul 2022)						
ess: Refund to Government						
a) Transfer from LSG Reserve to cover						
the salary adjustment for Dementia	-		-	-	-	-
Supplement and Infirmary Care						
Supplementary (Note (3))						
b) Surplus on Rent & Rates						
	- 1	-	-	(1,322,895.00)	-	(1,322,895.00)
c) Surplus on Central Items-Overnight on-site-on-call Allowance	-	-	-	-	(2,147.03)	(2,147.03)
urplus / (Deficit) c/f (Note (4))	134,884,813.53	40,275,151.30	-	(524,835.03)	7,231,003.40	181,866,133,20

Notes:

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* Including an amount \$Z being the utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS*

* For those programmes which are regarded as FSA services/ FSA-related activities only

- (1) Interest received on LSG (including HA) and Provident Fund reserves, rent and rates, Central Items are included as one item under LSG; and the item is considered as part of LSG reserve. (2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement, if any, as per Schedule for Central Items.

 (4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.
- For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:

(ii) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]

The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year.

(iii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]

For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (T1) excluding Provident Fund Contribution (K)) for the year.

From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

[For details of (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

For any amount above the cap, SWD would arrange the claw-back (including provisional in the following financial year except for those 58 NGOs which are subject to Productivity Enhancement Programme as stipulated in SWD's letter under reference (9) in SWD/S/133/1 of 6 March 2024. For details of the claw-back arrangement of the said 58 NGOs, please refer to the above letter.) accordingly

To	otal Expenditure excluding PF Expenditure otal Expenditure of LSG ess: Total Expenditure of PF	576,439,007.36 (30,760,577.95) 545,678,429.41 T	136,419,607.35 25% of T
` '	otal Surplus of LSG ss: Holding Account as at 31 March 2020 (As per SWD letter Ref.:SF/SAS/4-35/ 1/59(268) dated 21 Feb 2024)		175,159,964.83 (40,275,151.30)
Un	nder / (Over) CAP compared to Holding Account		134,884,813.53 1,534,793.82

Analysis of Subvention and Expenditure for the period from 1 Apr 2023 to 31 Mar 2024 Schedule for Central Items

Name of Agency:

HONG CHI ASSOCIATION

The Court of the C		Subvention	Reimbursement of	Actual	Actual Expenditure		٩	Deficit for the Year		Sumbre	Refind	Adimeterone	
Our Code and (varie)		Released	Maternity Leave Pay (RMLP)	Expenditure	incurred under RMI.P	Sumine	Daffeit		Т	on de la	, in the same	unineninu	snidme
Remittance Advice No.	Subvented Element	(Note 1a)	Scheme reimbursement received	(Note 2a)	Scheme	(Note 3)	(Note 3)	to LSG (Note 4)	Adjusted	b/f (Note 5)	from (to) Government	(Note 9)	c/f (Note 6)
(Note 7)		(a1)	(Note 1b)#	(32)	(Note 2b)#	(a) = (a1) - (a2)	(a) = (a1) - (a2) $(b) = (a1) - (a2)$	(3)	(d)=(b) - (c)	3	€	3	(h)=(e)+(a)-(f)+/-
Training Subsidy under T Child Care Supervisors	Training Subsidy under Training Scheme for Child Child Care Supervisors and Special Child Care	4		€9		69	69	64	5	69	E co	a s	®) ↔
Workers in Pre-school Rehabilitation Services	Rehabilitation Services							N.A.	•	15,000.00			15,000.00
Overnight On-site-on-call Allowance 2975 Hong Chi Children Home 2977 Hong Chi Shui Chuen O Children Home	Allowance uldren Home	1,117,090.00		1,092,662.75		24,427.25		N.A.	7.4	2,147.03	2,147.03		24,427.25
FIS for Mentors of Employees with Disabilities 6453 On the Job Training Programme Summerson the Joh Training Decreases	yees with Disabilities nine			•		•	,	N.A.	,	564,958.00	•		564,958.00
2512 Job Training & Supported Employment 2864 Hong Chi Pinehill Integrated Vocational Training Centre	ng rrogiannie Imployment I Vocational Training Centre												
6558 Training Sponsorship Schi	6558 Training Sponsorship Scheme for Master in OT, PT and BOT	4,490,000.00		2,880,000.00		1,610,000.00	1	N.A.		,	٠		1 610 000 00
Subsidy for Enhanced Support for Ethnic Minority Children in SCCC and EETC	port for Ethnic Minority ETC	12				•		2		6			
One of Alloration for Providing Assistance	in the state of th			Ö .			7	Y.		328,133.60			328,133.60
Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities	vous Assistance to nder the port Fare Elderly and	95,804.00		22,366.46		71,437.54		N.A.	ì	1	ı		71,437.54
Pitot Scheme on Training to Foreign Domestic Helpers in Care for Persons with Disabilities	to Foreign Domestic is with Disabilities	20,000.00		1,200.00		18,800.00	1	N.A.	-				18,800.00
Total		6,000,157,00		4 774 730 20		400							
				44/44/4040		1,725,436.80				910,238.63	2,147.03		2,633,528.40

[#] Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure under RMLP Scheme (see Note 2(b) below) will be assessed separately.

^ Please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of Subvention.

Notes:

(ii) The figures for the whole financial year are extracted from the paylist for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.

(iii) This amount represents any reinhursement received from the RALLP Scheme if the KNO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).

(2b) Actual expenditure represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.

(3c) Supplus/Department are the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.

(b) Supplus/Department are the additional four subvention released and actual expenditure.

(c) Dementia Supplement for Edderly with Disabilities of March 2020.

(ii) Dementia Supplement for Residential Elderly Services
(iii) Dementia Supplement for Residential Elderly Services
(iii) Dementia Supplement for Residential Elderly Services
(iii) Dementia Supplement for Residential Elderly Services
(iv) Infirmacy Care Supplement for Supplement for SWD and remittance advice from the paylist from SWD and remittance advice from the remittance advice from the paylist from SWD and remittance advice from the paylist from SWD and remittance advice from the Remark for the second to the second to the second from the paylist from SWD and remittance advice from the Remark for the second from the second fr

Remuneration Packages for Staff in the Top Three Tiers of Non-governmental Organisations operating Subvented Welfare Services

Review Report for the Reporting Year of 2023-24

According to the Lump Sum Grant Subvention Manual, Non-governmental Organisations (NGOs) receiving recurrent subventions and subsidies from the Social Welfare Department (SWD) of not less than \$10 million a year and such amount exceeds 50% of their operating income pertaining to services / programmes within the welfare purview are required to submit the "Review Report on Remuneration Packages for Staff in the Top Three Tiers" (Review Report), and regularly review the number, rank and remuneration packages of their staff in the top three tiers. For NGOs that are not subject to the disclosure requirement as mentioned above, they are encouraged to consider making public the remuneration information of such staff in order to enhance their public accountability and promote the public's understanding of NGOs' financial position.

In cases where the top three-tier positions of the NGO (or of a particular division, e.g. social service of the NGO, where appropriate) are funded entirely by the NGO's income from sources other than the SWD, other senior staff of the NGO (or of its particular division) occupying the subsequent three-tier positions may be covered subject to the NGO's particular circumstances such as its organisational structure.

[Please read the explanatory notes before completing this form. The completed Review Report should reach the SWD through the SPMIS by 31 October 2024.]

Name of NGO (code): Hong Chi Association (268)

Please tick as appropriate (may tick both)

- We have a staff member serving his/her second or further contract in 2023-24 for which Part (A) is completed.
- We have a staff member serving his/her first contract in 2023-24 for which Part (B) is completed.

Part (A): Remuneration Packages for Staff Serving the Second or Further Contract (Note 1)

Information of staff in the top three tiers serving the second or further contract. (Note 2)

(1) Staff of First Tier (Note 3)

(a) Number of post (Note 4)

1

(b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)	General Secretary	12

Total number of month(s): 12

Add Post title and Month(s)

\$ 1,551,640
\$ 1,449,403
\$ 98,559
\$
\$ 3,678

(e) Comparable rank in civil service as assessed by SWD (Note 11)

Between Senior Social Work Officer and Social Work Officer

(2) Staff of Second Tier (Note 3)

(a) Number of post (Note 4)

2

(b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)	Assistant General Secretary	12
(ii)	Assistant General Secretary	12

Total number of month(s): 24

Add Post title and Month(s)

 (c) Total annual staff costs (Note 7) under SWD subventions [2(c) = 2(d)(i)+(ii)+(iii)+(iv)] (d) Breakdown of (2)(c) under SWD subventions 	\$ 2,726,379
(i) Salary (Note 8)	\$ 2,546,754
(ii) Provident fund	\$ 173,179
(iii) Cash allowance (Note 9) (please specify if any:)	
	\$
(iv) Non-cash based benefits (Note 10) (please specify if any:)	
Life Insurance	\$ 6,446
(e) Comparable rank in civil service as assessed by SWD (Note 11)	Between Social Work Officer and Assistant Social Work Officer

(3) Staff of Third Tier (Note 3)

(a) Number of post (Note 4)

7

(b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)	Service Supervisors / Office Heads	12
(ii)	Service Supervisors / Office Heads	12
(iii)	Service Supervisors / Office Heads	12
(iv)	Service Supervisors / Office Heads	12
(v)	Service Supervisors / Office Heads	12
(vi)	Service Supervisors / Office Heads	12
vii	Service Supervisors / Office Heads	12
vii		

Total number of month(s): 84

Add Post title and Month(s)

(c) Total annual staff costs (Note 7) under SWD subventions $[3(c) = 3(d)(i) + (ii) + (iii) + (iv)]$	\$ 8,009,645
(d) Breakdown of (3)(c) under SWD subventions	
(i) Salary (Note 8)	\$ 7,480,343
(ii) Provident fund	\$ 510,511
(iii) Cash allowance (Note 9) (please specify if any:)	
	\$
(iv) Non-cash based benefits (Note 10) (please specify if any:)	
Life Insurance	\$ 18,791

(e) Comparable rank in civil service as assessed by SWD (Note 11)

Between Social Work Officer and Assistant Social Work Officer

Part (B): Remuneration Packages for Staff Serving the First Contract (Note 1)

Information of *newly employed* staff in the top three tiers serving the *first contract*. (Note 2) Please skip this part if there is no staff member serving his/her first contract in 2023-24.

- (1) Staff of First Tier (Note 3)
- (a) Number of post (Note 4)
- (b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)		

Total number of month(s):

\$

Add Post title and Month(s)

- (c) Total annual staff costs (Note 7) under SWD subventions
 [I(c) = I(d)(i)+(ii)+(iii)+(iv)]
 (d) Breakdown of (1)(c) under SWD subventions
 (i) Salary (Note 8)

 (ii) Provident fund
 \$
 (iii) Cash allowance (Note 9) (please specify if any:)

 \$
 (iv) Non-cash based benefits (Note 10) (please specify if any:)
- (e) Comparable rank in civil service as assessed by SWD (Note 11)

(2) Staff of Second Tier (Note 3)

- (a) Number of post (Note 4)
- (b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)		

Total number of month(s):

\$

Add Post title and Month(s)

- (c) Total annual staff costs (Note 7) under SWD subventions [2(c) = 2(d)(i) + (ii) + (iii) + (iv)]
- (d) Breakdown of (2)(c) under SWD subventions
 - (i) Salary (Note 8)
 - (ii) Provident fund \$
 - (iii) Cash allowance (Note 9) (please specify if any:)
 \$
 - (iv) Non-cash based benefits (Note 10) (please specify if any:) \$
- (e) Comparable rank in civil service as assessed by SWD (Note 11)

(3) Staff of Third Tier (Note 3)

(a) Number of post (Note 4)

3

(b) Post title (Note 5) & Number of month(s) covered in the year for each post (Note 6)

	Post title	Number of month(s)
(i)	Service Supervisors / Office Heads	10
(ii)	Service Supervisors / Office Heads	9
(iii)	Service Supervisors / Office Heads	2

Total number of month(s): 21

Add Post title and Month(s)

(c) Total annual staff costs (Note 7) under SWD subventions \$1,158,684

[3(c) = 3(d)(i)+(ii)+(iii)+(iv)]

(d) Breakdown of (3)(c) under SWD subventions

(i) Salary (Note 8) \$1,082,373

(ii) Provident fund \$73,601

(iii) Cash allowance (Note 9) (please specify if any:)

Life Insurance \$2,710

(e) Comparable rank in civil service as assessed by SWD (Note 11)

(iv) Non-cash based benefits (Note 10) (please specify if any:)

Between Social Work Officer and Assistant Social Work

Officer

\$

Part (C): Review for changes (Note 12)

(a) Total annual staff costs under SWD subventions in respect of the top three tiers [Part(A)(1)(c)+(2)(c)+(3)(c)+ Part (B)(1)(c)+(2)(c)+(3)(c)] \$13,446,348

- (b) Please select and complete the following as appropriate to state the result of this review -
 - The remuneration packages of staff in the top three tiers have been reviewed and no change was
 found in their remunerations as compared with the preceding year.
 - The remuneration packages of staff in the top three tiers have been reviewed and change(s) was found 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.
 - Upward/downward pay adjustment other than Civil Service Pay Adjustment.
 - □ Incremental creep.
 - ☐ Organisational restructuring or upgrading/downgrading of top three tier posts.
 - ☑ Increase/decrease in the number of staff of the top three tiers.
 - ☐ Other circumstances (please provide details in the box below).

Part (D): Public Disclosure of the Review Report (Note 13)

This organisation Ohas disclosed / •will disclose (please specify the commencement date: 31.10.2024) the Review Report for 2023-24 (only Part (A) to (C)) through one or more of the following means and will make it available to the public upon request -

Means of Disclosure			
(Pl	(Please tick as appropriate.)		
2	Uploading the information to the website of this organisation		
	The relevant hyperlink is:		
	https://www.hongchi.org.hk/uploads/cms/publication/33/pdf_tc/AFS_2023-24.pdf		
	(Please provide a hyperlink to facilitate direct and easy access to the report by the public.)		
	Posting the information prominently on the notice board(s) at the Central Administration		
	Unit / Head Office		
	Reporting the information in the Annual Report of this organisation		
	Publishing the information through special circular(s), newsletter(s) or other means		
	(please enclose the copy/copies for reference)		

This organisation has opted for the following arrangement: (Please tick as appropriate.)

□ SWD posts a copy of Part (A) to (C) of the Review Report on the SWD's website

Part (A) to (C) of the Review Report has been / will be uploaded to the website of this organisation through the relevant hyperlink as provided at Part (D) above. The hyperlink should be direct to facilitate the public's easy access to the report.

Part (F): Declaration by Chairperson

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

Contact Person: Ms. Wing Wong

Signature of Chairperson:

Post Title:

Assistant General Secretary

Name:

Tel. No.:

2689 1151

Tel. No.:

Email Address: ags_corpad@hongchi.org.hk

Date:

689 1105 18.10.2024

Mr./T. W. Yau