

**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) : Women's Welfare Club (Eastern District) Hong Kong (The  
( 768 )

**Part A: Remuneration Packages**

Information of my staff in the top three tiers -

(1) Staff of 1<sup>st</sup> Tier<sup>1</sup>

(a) Number of staff 3

(b) Comparable rank in civil service Assistant Social Work Officer

(c) Post Superintendent, Centre in charge

(d) Total annual staff costs<sup>2</sup> (including those not under SWD subventions, if applicable) \$2,452,689  
*[1(d) should be equal to or greater than 1(e)]* *(round up to dollar)*

(e) Total annual staff costs under SWD subventions \$2,452,689  
*[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<sup>3</sup> \$2,084,701.38

(ii) Provident Fund \$313,975.50

(iii) Cash Allowance<sup>4</sup> (please specify if any: \$4,501 x 12 ) \$54,012.00

(iv) Non-cash based Benefits<sup>5</sup> (please specify if any: ) \$0.00

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

(a) Number of staff	4		
(b) Comparable rank in civil service	Registered Nurse		
(c) Post	Assistant Superintendent, Registered Nurse		
(d) Total annual staff costs <sup>2</sup> (including those not under SWD subventions, if applicable) [2(d) should be equal to or greater than 2(e)]		\$2,162,249	<u>(round up to dollar)</u>
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		\$2,162,249	<u>(round up to dollar)</u>
(f) Breakdown of (2)(e)			
(i) Salary <sup>3</sup>		\$1,978,508.60	<u></u>
(ii) Provident Fund		\$183,740.09	<u></u>
(iii) Cash Allowance <sup>4</sup> (please specify if any:	)	\$0.00	<u></u>
(iv) Non-cash based Benefits <sup>5</sup> (please specify if any:	)	\$0.00	<u></u>

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

(a) Number of staff	14		
(b) Comparable rank in civil service	Senior Social Work Assistant, Social Work Assistant		
(c) Post	Centre in charge, Social Worker, Executive Secretary		
(d) Total annual staff costs <sup>2</sup> (including those not under SWD subventions, if applicable) [3(d) should be equal to or greater than 3(e)]		\$4,475,384	<u>(round up to dollar)</u>
(e) Total annual staff costs under SWD subventions [3e=3(f)(i)+(ii)+(iii)+(iv)]		\$4,416,393	<u>(round up to dollar)</u>
(f) Breakdown of (3)(e)			
(i) Salary <sup>3</sup>		\$4,044,549.33	<u></u>
(ii) Provident Fund		\$371,843.88	<u></u>
(iii) Cash Allowance <sup>4</sup> (please specify if any:	)	\$0.00	<u></u>
(iv) Non-cash based Benefits <sup>5</sup> (please specify if any:	)	\$0.00	<u></u>



**Part B: Public Disclosure of the Review Report**

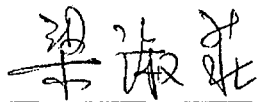
Our organisation \*will disclose ( *please specify* the commencement date: 31 October 2017 ) the Review Report (only Part A) through one or more of the following channels and will make it available to the public upon request -

(*\*Please delete as appropriate.*)

<b>Channel of Disclosure</b>	
<i>(Please tick as appropriate.)</i>	
<input checked="" type="checkbox"/>	Posting the information prominently on the notice board(s) at the Central Administration Unit / Head Office
<input 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 : Ms Yau Bing Ching      Signature of Chairperson : 

Title : Hon Secretary      Name : Ms Leung Suk Chong

Tel. : 2561 2709      Tel. : 2561 2709

Email : wwclub@netvigator.com      Date : 20 October 2017