

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

Review Report for the Reporting Year of 2020-21

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

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

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[Please read the explanatory notes before completing this form. The completed form should reach Social Welfare Department (SWD) by **31 October 2021.**]

Name of NGO (code) : Asia Women's League Ltd. (032)

Part (A): Remuneration Packages

Information of my staff in the top three tiers -

(1) Staff of 1st Tier^{11]}

- (a) Number of staff One (1)
- (b) Comparable rank in civil service^{12]} Senior Social Work Officer
- (c) Post Chief Executive Officer
- (d) Total annual staff costs^{13]} (including those not under SWD subventions, if applicable) \$1,418,117
[1(d) should be equal to or greater than 1(e)] *(round up to the nearest dollar)*
- (e) Total annual staff costs under SWD subventions \$1,175,153
[1(e)=1(g)(i)+(ii)+(iii)+(iv)] *(round up to the nearest dollar)*
- (f) Please specify the months covered if (1)(e) was not incurred for the full year: 12 months
- (g) Breakdown of (1)(e)
- (i) Salary^{14]} \$1,013,946
- (ii) Provident fund \$152,781
- (iii) Cash allowance^{15]} (please specify if any: Covid19 Allow) \$8,426
- (iv) Non-cash based benefits^{16]} (please specify if any:) \$NIL

(2) Staff of 2nd Tier ¹¹

(a) Number of staff	<u>Two (2)</u>	
(b) Comparable rank in civil service ²	<u>Social Work Officer</u>	
(c) Post	<u>Deputy Chief Executive Officer</u>	
(d) Total annual staff costs ¹³ (including those not under SWD subventions, if applicable) [2(d) should be equal to or greater than 2(e)]		<u>\$1,932,886</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>\$1,932,886</u> <i>(round up to the nearest dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary ¹⁴		<u>\$1,802,610</u>
(ii) Provident fund		<u>\$107,538</u>
(iii) Cash allowance ¹⁵ (please specify if any: Covid19 Allow)		<u>\$22,738</u>
(iv) Non-cash based benefits ¹⁶ (please specify if any:)		<u>\$Nil</u>

(3) Staff of 3rd Tier ¹¹

(a) Number of staff	<u>Five (5)</u>	
(b) Comparable rank in civil service ²	<u>Nursing Officer / Social Work Assistant</u>	
(c) Post	<u>Home Manager/Centre-In-Charge</u>	
(d) Total annual staff costs ¹³ (including those not under SWD subventions, if applicable) [3(d) should be equal to or greater than 3(e)]		<u>\$2,593,195</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>\$2,106,578</u> <i>(round up to the nearest dollar)</i>

(f) Breakdown of (3)(e)

(i) Salary ¹⁴	\$1,900,302
(ii) Provident fund	\$129,198
(iii) Cash allowance ¹⁵ (please specify if any: Covid19 Allow)	\$77,078
(iv) Non-cash based benefits ¹⁶ (please specify if any:)	\$Nil

(4) Review for changes ¹⁷

	2019-20 (the year before)	2020-21 (the reporting year)
(a) Total annual staff costs under SWD subventions in respect of the top three tiers [(1)(e)+(2)(e)+(3)(e)]	\$5,255,281	\$5,214,617

(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):
