

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

Review Report for the Reporting Year of 2017-18

(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 Hong Kong Buddhist Association (066)

Part A: Remuneration Packages

Information of my staff in the top three tiers -

(1) Staff of 1st Tier¹

(a) Number of staff 7

(b) Comparable rank in civil service SWO, ASWO, SWA, EO

(c) Post Superintendent, Executive Officer, Centre-in-charge

(d) Total annual staff costs² (including those not under SWD subventions, if applicable) \$3,949,493
[1(d) should be equal to or greater than 1(e)] (round up to dollar)

(e) Total annual staff costs under SWD subventions \$3,899,110
[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) Salary³ \$3,568,303

(ii) Provident Fund \$ 330,808

(iii) Cash Allowance⁴ (please specify if any: good performance allowance) \$ 0

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

(2) Staff of 2nd Tier ¹

(a) Number of staff	13	
(b) Comparable rank in civil service	ASW0, SWA	
(c) Post	Deputy Superintendent, Assistant Centre-in-charge, Social Worker	
(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)]		\$4,772,751 <i>(round up to dollar)</i>
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		\$4,762,293 <i>(round up to dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary ³		\$4,397,081
(ii) Provident Fund		\$ 365,212
(iii) Cash Allowance ⁴ (please specify if any:)		\$ 0
(iv) Non-cash based Benefits ⁵ (please specify if any:)		\$ /

(3) Staff of 3rd Tier ¹

(a) Number of staff	5	
(b) Comparable rank in civil service	RN, PT I, OT I	
(c) Post	Senior Nurse-in-charge, Nurse-in-charge, PT, OT	
(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)]		\$3,599,038 <i>(round up to dollar)</i>
(e) Total annual staff costs under SWD subventions [3e=3(f)(i)+(ii)+(iii)+(iv)]		\$3,508,234 <i>(round up to dollar)</i>

(f) Breakdown of (3)(e)

(i) Salary ³		\$3,226,495
(ii) Provident Fund		\$ 281,739
(iii) Cash Allowance ⁴ (please specify if any:)	\$ /
(iv) Non-cash based Benefits ⁵ (please specify if any:)	\$ /

(4) Any staff in the top three tier serving first contract ^[6] in 2017-2018

***Please tick as appropriate**

- Yes (please provides supplementary information on the next page and use additional sheet as necessary)
- No

(5) Review for changes

	<u>2016-17</u> (the year before)	<u>2017-18</u> (the reporting year)
(a) Total annual staff costs under SWD subventions in respect of the top three tiers	\$10,166,444	\$12,169,636

(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 changes in their remuneration as compared with the preceding year.
- I have reviewed the remuneration packages of the staff in the top three tiers and found changes in their remuneration as compared with the preceding year. The tier(s) having changes and reasons for such changes are stated below -

(Please use additional sheet as necessary.)

Part B: Public Disclosure of the Review Report


Our organisation ~~*has disclosed~~ / will disclose (please specify the commencement date: March, 2019) 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 : Mr. Cheung Ngai Ping Signature of Chairperson : 

Title : Chief Executive Officer Name : Ven. Kuan Yun

Tel. : 2574-9371 Tel. : 2574-9371

Email : enquiry@hkbuddhist.org Date : 21 Feb 2019