

**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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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) : **Kiangsu Chekiang and Shanghai Residents (Hong Kong) Association**  
( 424 )

**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                                                                                                                                         | 1                                                                                                                    |
| (b) Comparable rank in civil service <sup>[2]</sup>                                                                                                         | Social Work Officer (SWO)                                                                                            |
| (c) Post                                                                                                                                                    | Superintendent                                                                                                       |
| (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable)<br>[I(d) should be equal to or greater than I(e)]    | \$1,279,684<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/> <i>(round up to the nearest dollar)</i> |
| (e) Total annual staff costs under SWD subventions<br>[I(e)=I(g)(i)+(ii)+(iii)+(iv)]                                                                        | \$1,279,684<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/> <i>(round up to the nearest dollar)</i> |
| (f) Please specify the months covered if (1)(e) was not incurred for the full year:                                                                         | 0 months                                                                                                             |
| (g) Breakdown of (1)(e)                                                                                                                                     |                                                                                                                      |
| (i) Salary <sup>[4]</sup>                                                                                                                                   | \$1,085,292<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/>                                         |
| (ii) Provident fund                                                                                                                                         | \$162,792<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/>                                           |
| (iii) Cash allowance <sup>[5]</sup> (please specify if any: Reward / Excellent Performance, Food Allowance, Special Allowance in respect of COVID-19,防疫津貼 ) | \$31,600<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/>                                            |
| (iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: )                                                                                       | \$0<br><hr style="width: 80%; margin-left: auto; margin-right: 0;"/>                                                 |

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

- (a) Number of staff 2
- (b) Comparable rank in civil service <sup>[2]</sup> Chief Social Work Assistance (CSWA)
- (c) Post Superintendent
- (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable) \$1,250,272  
*[2(d) should be equal to or greater than 2(e)]*  
*(round up to the nearest dollar)*
- (e) Total annual staff costs under SWD subventions \$1,250,272  
*[2(e)=2(f)(i)+(ii)+(iii)+(iv)]*  
*(round up to the nearest dollar)*
- (f) Breakdown of (2)(e)
- (i) Salary <sup>[4]</sup> \$1,075,368
- (ii) Provident fund \$161,304
- (iii) Cash allowance <sup>[5]</sup> (please specify if any: Food Allowance, Special Allowance in respect of COVID-19,防疫津貼 ) \$13,600
- (iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: ) \$0

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

- (a) Number of staff 1
- (b) Comparable rank in civil service <sup>[2]</sup> Nursing Officer (NO)
- (c) Post Nursing Officer
- (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable) \$823,612  
*[3(d) should be equal to or greater than 3(e)]*  
*(round up to the nearest dollar)*
- (e) Total annual staff costs under SWD subventions \$823,612  
*[3(e)=3(f)(i)+(ii)+(iii)+(iv)]*

*(round up to the nearest dollar)*

(f) Breakdown of (3)(e)

(i) Salary <sup>[4]</sup>	\$761,532
(ii) Provident fund	\$24,480
(iii) Cash allowance <sup>[5]</sup> (please specify if any: Reward/Excellent Performance, Food Allowance, Special Allowance in respect of COVID-19, 防疫津貼 )	\$37,600
(iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: )	\$0

**(4) Review for changes <sup>[7]</sup>**

	<u>2019-20</u> (the year before)	<u>2020-21</u> (the reporting year)
(a) Total annual staff costs under SWD subventions in respect of the top three tiers [(1)(e)+(2)(e)+(3)(e)]	\$3,336,623	\$3,353,568

(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):*

The Special Allowance in respect of COVID-19,“防疫津貼” are given to the Staff.

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