Please forward the completed report to Subventions Section, Social Welfare Department at 38/F, Dah Sing Financial Centre, 248 Queen’s Road East, Wan Chai, Hong Kong (fax: 2575 5632) on or before 20 October 2021.

Half-yearly Report on Variance on Output and/or Outcome Standards (OS/OCs) in 2021-22

Important Note: This Report on Variance is to facilitate Service Operator to make early detection and timely improvement of potential OS/OCs underachievement. Service Operator with variance identified should carry out improvement measures with a view to achieving the concerned OS/OC(s) at the end of the financial year.

Name of Service Operator: ______________________________

Please “✓” the following and fill in the information as appropriate:

( ) All service unit(s) of this Service Operator is/are* assessed to have no variance against the Agreed Level of their corresponding OS/OCs as in the middle of the financial year.

( ) The following service unit(s) of this Service Operator is/are* assessed to have variance against the Agreed Level of OS/OC(s) as in April - September 2021 (Column A of table below). The corresponding Variance Report(s) of individual service unit with completed Appendix 1 is/are* attached.

( ) Among the OS/OC(s) with reported variance in Column A of the table below, Progress Report(s) on Action Plan of individual service unit having under-performance in 2020-21 as shown in Column B with completed Appendix 2 is/are* attached.

<table>
<thead>
<tr>
<th>Name of Service Unit(s) with Variance</th>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>OS/OC(s) with Variance in April – September 2021 (Half-yearly Variance Report attached at Appendix 1)</td>
<td>Same OS/OC(s) Under-performed in 2020-21 (Progress Report attached at Appendix 2)</td>
</tr>
<tr>
<td>e.g. ABC Service unit</td>
<td>OS1, OS2, OC3</td>
<td>OS1</td>
</tr>
</tbody>
</table>

Service Operator Head/Delegated Contact Person: ______________________________

Name and Post | Tel. No. | Signature | Date
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| | | | |

*delete as appropriate