

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

Review Report for the Reporting Year of 2019-20

(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 **11 December 2020.**]

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 Tier ^[1]

(a) Number of staff 7

(b) Comparable rank in civil service ^[2] ASWO,SWA,EO

(c) Post Superintendent, Deputy Superintendent, Manager, Centre-in-charge

(d) Total annual staff costs ^[3] (including those not under SWD subventions, if applicable) \$4,107,965.00
[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 \$4,058,029.00
[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: / months

(g) Breakdown of (1)(e)

(i) Salary ^[4] \$3,746,400.00

(ii) Provident fund \$311,629.00

(iii) Cash allowance ^[5] (please specify if any:) \$ 0

(iv) Non-cash based benefits ^[6] (please specify if any:) \$ /

(2) Staff of 2nd Tier ^[1]

- (a) Number of staff 20
- (b) Comparable rank in civil service ^[2] SWA, RN
- (c) Post Social Worker, Senior Nurse-in-charge, Nurse-in-charge
- (d) Total annual staff costs ^[3] (including those not under SWD subventions, if applicable) \$8,587,529.00
[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 \$8,485,645.00
[2(e)=2(f)(i)+(ii)+(iii)+(iv)] (round up to the nearest dollar)
- (f) Breakdown of (2)(e)
- (i) Salary ^[4] \$7,602,682.00
- (ii) Provident fund \$882,963.00
- (iii) Cash allowance ^[5] (please specify if any:) \$ 0
- (iv) Non-cash based benefits ^[6] (please specify if any:) \$ /

(3) Staff of 3rd Tier ^[1]

- (a) Number of staff 2
- (b) Comparable rank in civil service ^[2] OT, PT
- (c) Post Occupational therapist, Physical therapist
- (d) Total annual staff costs ^[3] (including those not under SWD subventions, if applicable) \$ 1,843,033.00
[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 \$1,843,033.00
[3(e)=3(f)(i)+(ii)+(iii)+(iv)] (round up to the nearest dollar)

(f) Breakdown of (3)(e)

(i) Salary ^[4]		<u>\$1,747,650.00</u>
(ii) Provident fund		<u>\$95,383.00</u>
(iii) Cash allowance ^[5] (please specify if any:)	<u>\$ 0</u>
(iv) Non-cash based benefits ^[6] (please specify if any:)	<u>\$ /</u>

(4) Review for changes ^[7]

	<u>2018-19</u> (the year before)	<u>2019-20</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)]	<u>\$ 12,948,111.00</u>	<u>\$ 14,386,707.00</u>

(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):
