

**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)
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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 SWD by 28 February 2019.]

Name of NGO (code): Scout Association of Hong Kong – The Friends of Scouting (596)

Part A: Remuneration Packages

Information of my staff in the top three tiers -

(1) **Staff of 1st Tier** ^[1]

- | | | |
|--|--|--|
| (a) Number of staff | 4 | |
| (b) Comparable rank in civil service | Social Work Officer and Executive Officer II | |
| (c) Post | Supervisor and Executive Officer | |
| (d) Total annual staff costs ^[2] (including those not under SWD subventions, if applicable)
[1(d) should be equal to or greater than 1(e)] | | \$3,919,092
<i>(round up to the nearest dollar)</i> |
| (e) Total annual staff costs under SWD subventions
[1(e) = 1(g)(i) + (ii) + (iii) + (iv)] | | \$3,919,092
<i>(round up to the nearest dollar)</i> |
| (f) Please specify the months covered if (1)(e) was not incurred for the full year: | __ | Months |
| (g) Breakdown of (1)(e) | | |
| (i) Salary ^[3] | | \$3,404,623.00 |
| (ii) Provident Fund | | \$489,848.50 |
| (iii) Cash Allowance ^[4] (please specify if any: Medical Allowance and Acting Allowance) | | \$17,834.00 |
| (iv) Non-cash based Benefits ^[5] (please specify if any: Group Personal Accident Insurance and Group Medical Insurance) | | \$6,786.52 |

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

(a) Number of staff	20	
(b) Comparable rank in civil service	Assistant Social Work Officer	
(c) Post	Assistant Social Work Officer	
(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)]		\$17,128,940 <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		\$16,200,743 <i>(round up to the nearest dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary ^[3]		\$14,556,505.00
(ii) Provident Fund		\$1,592,637.00
(iii) Cash Allowance ^[4] (please specify if any: Medical Allowance)		\$17,667.80
(iv) Non-cash based Benefits ^[5] (please specify if any: Group Personal Accident Insurance and Group Medical Insurance)		\$33,932.60

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

(a) Number of staff	23	
(b) Comparable rank in civil service	Social Work Assistant	
(c) Post	Social Work Assistant	
(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)]		\$13,286,869 <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [3e=3(f)(i)+(ii)+(iii)+(iv)]		\$8,755,855 <i>(round up to the nearest dollar)</i>

(f) Breakdown of (3)(e)

(i) Salary ^[3]	\$8,060,140.84
(ii) Provident Fund	\$638,247.04
(iii) Cash Allowance ^[4] (please specify if any: Medical Allowance)	\$18,443.90
(iv) Non-cash based Benefits ^[5] (please specify if any: Group Personal Accident Insurance and Group Medical Insurance)	\$39,022.49

(4) Any staff in the top three tiers serving their first contract ^[6] in 2017-18?

*Please tick as appropriate.

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

(5) Review for changes ^[7]

	<u>2016 – 2017</u> (the year before)	<u>2017 - 2018</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)]	\$27,850,566.75	\$28,875,688.69

(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.)
