

# 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)  
38/F, Dah Sing Financial Centre,  
248 Queen's Road East  
Wan Chai, Hong Kong

Fax No. : 2575 6537 or email at [suenq@swd.gov.hk](mailto:suenq@swd.gov.hk)

[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) : The Salvation Army ( 584 )

### 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> CSWO
- (c) Post Social Services Director
- (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable) \$1,871,965  
[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 \$1,871,965  
[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 <sup>[4]</sup> \$1,606,800
- (ii) Provident fund \$241,020
- (iii) Cash allowance <sup>[5]</sup> (please specify if any: ) \$ \_\_\_\_\_
- (iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: ) \$24,145

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

- (a) Number of staff 5
- (b) Comparable rank in civil service <sup>[2]</sup> CSWO / SSWO
- (c) Post Assistant Social Services Director / Chief Manager
- (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable)  
[2(d) should be equal to or greater than 2(e)] \$5,927,924  
(round up to the nearest dollar)
- (e) Total annual staff costs under SWD subventions  
[2(e)=2(f)(i)+(ii)+(iii)+(iv)] \$5,927,924  
(round up to the nearest dollar)
- (f) Breakdown of (2)(e)
- (i) Salary <sup>[4]</sup> \$5,256,175
- (ii) Provident fund \$594,669
- (iii) Cash allowance <sup>[5]</sup> (please specify if any: ) \$
- (iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: ) \$77,080

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

- (a) Number of staff 21
- (b) Comparable rank in civil service <sup>[2]</sup> SWO / SOT
- (c) Post Service Supervisor / Chief Officer / Senior Occupational Therapist
- (d) Total annual staff costs <sup>[3]</sup> (including those not under SWD subventions, if applicable)  
[3(d) should be equal to or greater than 3(e)] \$21,466,991  
(round up to the nearest dollar)
- (e) Total annual staff costs under SWD subventions  
[3(e)=3(f)(i)+(ii)+(iii)+(iv)] \$21,466,991  
(round up to the nearest dollar)

(f) Breakdown of (3)(e)

(i) Salary <sup>[4]</sup>	<u>\$18,967,875</u>
(ii) Provident fund	<u>\$2,217,016</u>
(iii) Cash allowance <sup>[5]</sup> (please specify if any: )	<u>\$</u>
(iv) Non-cash based benefits <sup>[6]</sup> (please specify if any: )	<u>\$282,100</u>

**(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)]	<u>\$27,443,303</u>	<u>\$29,266,880</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):*

Increase number of staff of top three tiers with additional sources from SWD  
for new and existing services.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Part (B): Information on Staff Serving Their First Contract** <sup>[8] [9]</sup>

*Please add column(s) where necessary.*

*\*Please delete as appropriate.*

☐ There is no staff member serving his/her first contract in 2020-21.

✓ The following staff member(s) served his/her/their first contract in 2020-21. Details are as follows:

	Staff no. 1	Staff no. 2	Staff no. 3
(a) Tier <sup>[1]</sup>	<del>1st/ 2nd/ 3rd*</del>	1st/ 2nd/ 3rd*	1st/ 2nd/ 3rd*
(b) Comparable rank in civil service <sup>[2]</sup>	SWO		
(c) Post	Service Supervisor		
(d) Total annual staff costs <sup>[3]</sup>	\$73,563.77	\$	\$
(e) Total annual staff costs under SWD subventions (e)=[(g)(i)+(ii)+(iii)+(iv)]	\$73,563.77	\$	\$
(f) Please specify the months covered if (e) was not incurred for the full year	March 2021		
(g) (i) Salary <sup>[4]</sup>	\$72,585.10	\$	\$
(ii) Provident fund	\$0.00	\$	\$
(iii) Cash allowance <sup>[5]</sup> (please specify if any)	\$0.00	\$	\$
(iv) Non-cash based benefits <sup>[6]</sup> (please specify if any)	\$978.67	\$	\$

**Part (C): Public Disclosure of the Review Report <sup>[9]</sup>**


Our organisation \*~~has disclosed~~ / will disclose (please specify the commencement date: October 2021) the Review Report for 2020-21 (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.)

<b>Channel(s) of Disclosure</b>	
<i>(Please tick as appropriate.)</i>	
<input checked="" 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 SWD's reference)

**Part (D): Declaration by Chairperson**

I declare that the information as provided in Parts (A) to (C) is correct.

Contact Person	: <u>Ms Perina Li</u>	Signature of Chairperson	: 
Title	: <u>Social Services Director</u>	Name	: <u>Lt Colonel Bob Lee</u>
Tel. No.	: <u>2783-2207</u>	Tel. No.	: <u>2783-2261</u>
Email Address	: <u>Perina.Li@hkm.salvation</u> <u>army.org</u>	Date	: <u>12 OCT 2021</u>