



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

(a) Number of staff	<u>6</u>	
(b) Comparable rank in civil service <sup>[2]</sup>	<u>Assistant Social Work Officer, Senior Social Work Assistant, Social Work Assistant, Accounting Officer</u>	
(c) Post	<u>Superintendent, Centre-in-charge, Executive Secretary, Accounting Officer</u>	
(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)]		<u>\$4,757,904</u> <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [2(e)=2(f)(i)+(ii)+(iii)+(iv)]		<u>\$4,591,023</u> <i>(round up to the nearest dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary <sup>[4]</sup>		<u>\$4,097,574</u>
(ii) Provident fund		<u>\$469,651</u>
(iii) Cash allowance <sup>[5]</sup> (院舍特別津貼)		<u>\$16,073</u>
(iv) Non-cash based benefits <sup>[6]</sup> (醫療保險: \$1,545 x 5)		<u>\$7,725</u>

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

(a) Number of staff	<u>20</u>	
(b) Comparable rank in civil service <sup>[2]</sup>	<u>Registered Nurse, Assistant Social Work Officer, Social Work Assistant</u>	
(c) Post	<u>Registered Nurse, Social Worker</u>	
(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)]		<u>\$7,382,728</u> <i>(round up to the nearest dollar)</i>
(e) Total annual staff costs under SWD subventions [3(e)=3(f)(i)+(ii)+(iii)+(iv)]		<u>\$7,382,728</u> <i>(round up to the nearest dollar)</i>

(f) Breakdown of (3)(e)

(i) Salary <sup>[4]</sup>	\$6,787,182
(ii) Provident fund	\$536,886
(iii) Cash allowance <sup>[5]</sup> (院舍特別津貼)	\$27,760
(iv) Non-cash based benefits <sup>[6]</sup> (醫療保險: \$1,545 x 20)	\$30,900

**(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)]	\$12,295,542	\$12,773,724

(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 post of 1<sup>st</sup> Tier SWO is changed as full time worker instead of part time.

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