

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

(a) Number of staff	7	
(b) Comparable rank in civil service ^[2]	SWO/SWA/ASWO/EOII/ACO	
(c) Post	Centre-in-charge/PR Manager/Central Administration Officer/IT Officer	
(d) Total annual staff costs ^[3] (including those not under SWD subventions, if applicable) [2(d) should be equal to or greater than 2(e)]		<u>\$3,524,418</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>\$2,198,364</u> <i>(round up to the nearest dollar)</i>
(f) Breakdown of (2)(e)		
(i) Salary ^[4]		<u>\$1,913,889</u>
(ii) Provident fund		<u>\$122,919</u>
(iii) Cash allowance ^[5] (please specify if any: On-duty allowance)		<u>\$160,272</u>
(iv) Non-cash based benefits ^[6] (please specify if any: medical insurance)		<u>\$1,284</u>

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

(a) Number of staff	10	
(b) Comparable rank in civil service ^[2]	CSWA/SSWA/SWA/EOII/ACO/CA	
(c) Post	Vice Centre-in-charge/Social Worker/ASWO/Assistant Manager-PR/HR & Admin Clerk/Account & Admin Clerk/Assistant Training Officer	
(d) Total annual staff costs ^[3] (including those not under SWD subventions, if applicable) [3(d) should be equal to or greater than 3(e)]		<u>\$2,895,018</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>\$1,679,390</u>

(round up to the nearest dollar)

(f) Breakdown of (3)(e)

(i) Salary ^[4]	<u>\$1,480,932</u>
(ii) Provident fund	<u>\$93,422</u>
(iii) Cash allowance ^[5] (please specify if any: On-duty allowance)	<u>\$103,752</u>
(iv) Non-cash based benefits ^[6] (please specify if any:)	<u>\$1,284</u>

(4) Review for changes ^[7]

	<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>\$4,202,753</u>	<u>\$4,679,605</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):

1. Due to staff turnover on 3rd tiers in the year 2020/21, the number of staff have

 been increased; and

2. Salary increment for whose salary has not reached max salary.
