

**Notes of the Port Welfare Committee Meeting  
held on 25 September 2000 at 3:00 p.m.  
in Conference Room A, Marine Department Headquarters  
24th Floor, Harbour Building, 38 Pier Road, Central, Hong Kong**

**Present**

Mr. CHAO Sze-kwong, George	Chairman	Hong Kong Shipowners' Association
Mr. CHANG La-ming, Bill	Member	Hong Kong General Chamber of Commerce
Mr. WONG Woon-yin	Member	Hong Kong General Chamber of Commerce
Mr. TING Kam-yuen	Member	Hong Kong Seamen's Union
Capt. TSAI Chuck-kin	Member	Merchant Navy Officers' Guild
Dr. P.L. MA	Member	Department of Health (ex-officio)
Miss CHOW Cheuk-mui	Member	Labour Department (ex-officio)
Mr. LEE Kai-leung	Member	Marine Department (ex-officio)
Mr. William YUEN	Secretary	Marine Department (ex-officio)

**In attendance**

Mrs. Agnes WONG Marine Department

**OPENING REMARKS**

The Chairman welcomed all present and introduced -

- (a) Miss CHOW Cheuk-mui, representing the Commissioner for Labour vice Mrs. SIU HO Kar-yuk; and
- (b) Mr. William YUEN of Marine Department who has replaced Mrs. Sophia WONG as Secretary of the Committee.

**AGENDA ITEMS**

**I. Confirmation of the minutes of the last meeting**

2. The minutes of the last meeting held on 10 April 2000 were confirmed without amendment through circulation in May 2000.

**II. Matters Arising from Minutes of Last Meeting**

**Review of income and expenditure account**

3. The Chairman reported that the services of Messrs Pricewaterhouse and KPMG had been terminated from 2000/2001 and 1999/2000 respectively

and Arthur W.C. MO & Co. appointed as honorary auditors to the Committee. Arthur W.C. MO & Co. had kindly agreed to waive the annual fee and the Committee had undertaken to pay or reimburse the company on any disbursements related to the provision of audit service.

4. The Chairman informed members that Arthur W.C. MO & Co had audited the Committee's accounts for the year ended 31 March 2000, and had requested the Committee to pay \$600 being printing charges related to the auditing work. Members unanimously agreed to reimburse this sum to Arthur W.C. MO & Co.

5. He further reported that Mrs. Salween WONG, Senior Treasury Accountant of Marine Department, had been appointed to serve as the Treasurer of the Committee. The Secretary proposed, and members agreed, that the Treasurer, in lieu of Clerical Officer (Committee) of Marine Department, be authorised as one of the three officers to sign instructions for bank transactions of the Committee. The other two officers so authorised by the Committee were the Secretary of the Committee and the Chief Executive Officer (Administration) of Marine Department who assisted the Secretary in the day-to-day matters of the Committee.

### III. Accounts for the year ended 31 March 2000

6. The Secretary reported on the financial position of the Committee for the year ended 31 March 2000 as set out in page 3 of the financial statements of the Committee which were circulated to members together with the agenda of the meeting -

INCOME	\$
Donations	123,300
Interest	8,281
	<hr/>
	131,581
EXPENDITURE	
Audit fee	-
Accountancy fee	11,400
Grant to The Sailors' Home and Mission to Seamen	90,000
Grant to The Danish Seamen's Church	9,000
Printing, stationery and office supplies	5,970
	<hr/>
	116,370
SURPLUS FOR THE YEAR	<hr/> 15,211
SURPLUS AT THE BEGINNING OF YEAR	<u>164,089</u>
SURPLUS AT THE END OF YEAR	179,300

With the Marine Department taking over from Messrs Pricewaterhouse the accounting work of the Committee from 2000/2001, the annual accountancy fee of \$11,400 could be saved from this financial year onwards. Members approved the Committee's accounts for the year ended 31 March 2000 and noted that they were in a healthy position.

#### **IV. Potential donors for 2000/01**

7. The Chairman said that the Secretary had consolidated a list of donors in 1999/2000 and a list of potential donors for 2000/01, both of which were circulated to members together with the agenda of the meeting. A revised list of donors in 1999/2000 with a few names and designations updated was tabled.

8. The Chairman suggested that appeal letters for donations be sent out within the second half of October 2000, and invited Members to advise the Secretary of any necessary amendments and additions to the list of potential donors within a week's time.

9. The Chairman said that with the reviving economy, the Committee could expect an increase in donations from the shipping and commercial community. Consideration could be given to broadening the base of recipients of the Committee's grants. Members were invited to give thoughts on other worthy causes related to the welfare of visiting seafarers to which the Committee could provide financial support. This would be discussed at the next meeting.

#### **V. Draft Annual Report for 1999/2000**

10. The Chairman invited comments from Members on the draft Annual Report for 1999/2000, a copy of which was sent to members together with the agenda. Members had no comments and accepted the draft without amendment. The Secretary would arrange for printing of the report which would be distributed together with the appeal letters to potential donors in October 2000.

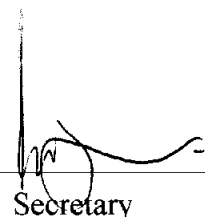
#### **VI. Date of next meeting**

11. The next meeting will be held in April 2001. Members will be advised in due course.




---

Chairman




---

Secretary

Date : 10 April 2001