

SOCIAL WORKERS REGISTRATION BOARD

29 August 2019

To: Members of the Committee on Administration
Ms. CHEUNG Lai-yi Mr. LO Wa-kei, Roy Ms. LUI Siu-ying
Mr. LUN Chi-wai

Copy: Dr. TING Wai-fong, Convenor

Dear Committee Members,

Notice of Meeting of the Committee on Administration

This is to notify you of the details of the 142nd Meeting of the Committee as follows:-

Date: 5 September 2019 (Thursday)

Time: 7:00 p.m.

Venue: Conference Room, 26/F, Eastern Commercial Centre, 83 Nam On Street, Shau Kei Wan, Hong Kong

<u>Agenda items</u>	<u>Paper Item</u>	<u>PDF page#</u>
1. Confirmation of the notes of last meeting	COA142-1	2-4
2. Matters arising		
(a) Revised procedures of handling complaints against the Board's policy or staff	COA142-2a	5-8
(b) Development of the integrated database and information system	--	--
(c) Appointments to the Disciplinary Committee Panel	COA142-2c	9-11
(d) Replacement of CCTV system	COA142-2d	12-40
(e) Renewal refund scheme review	COA142-2e	41-42
3. Administration		
(a) Formulation of "Fit and Proper Criteria"	COA142-3a	43-53
(b) Proposed measures for improving the electronic communication with RSWs	COA142-3b	54-56
4. Finance		
(a) Outsourcing book-keeping work	COA142-4a	57-58
5. Promotions		
(a) Report on promotion of the Board	COA142-5a	59
6. Any other business		
7. Date of next meeting		