

REPORT ON THE DISASTER RELIEF FUND 2012-13

INTRODUCTION

This report gives an account of the activities of the Disaster Relief Fund (the Fund) in 2012-13.

DISASTER RELIEF FUND

2. The Fund was established on 1 December 1993 following the introduction of a resolution under section 29 of the Public Finance Ordinance (PFO) in the Legislative Council (LegCo). It is to provide a ready mechanism for Hong Kong to respond swiftly to international appeals for humanitarian aid in relief of disasters that occur outside Hong Kong. With an initial appropriation of \$50 million from the General Revenue, the Fund is topped up at the start of each financial year and, as necessary, during the financial year, depending on calls for relief and the size of the Fund balance and commitments then.

3. As with all other funds covered by PFO, the Financial Secretary has been designated as the administrator of the Fund. The LegCo Finance Committee's consent is required for each disbursement exceeding \$8 million. The Fund is audited by the Audit Commission annually and the audited accounts are submitted to LegCo for information¹.

OPERATION OF THE FUND

Disaster Relief Fund Advisory Committee

4. All disbursements of grants from the Fund are made on the advice of the Disaster Relief Fund Advisory Committee (the Committee), which was set up on 1 February 1994. Chaired by the Chief Secretary for Administration, the Committee is made up of both official and non-official

¹ The Director of Audit submits a report on the accounts of the Government of the Hong Kong Special Administrative Region to LegCo in around November every year. The accounts of the Disaster Relief Fund are included in that report.

members. It advises on the policy and practices regarding the disbursement of funds for disaster relief, advises on the size of grants made to specific recipients and monitors the use of grants. The membership of the Committee in 2012-13 is at **Annex A**.

Guidelines and Conditions for Approval of Grants

5. Grants from the Fund are only made in cases of a specific disaster but not for an on-going problem, which should be of such nature and scale that stimulates a response by the international community. To enable a fair and objective assessment of funding applications in a consistent approach, the Committee has employed a set of guidelines and conditions for the disbursement of grants. To ensure that the grants are used properly for the approved purposes, the Committee has also put in place additional control measures to monitor their use by the grant recipients. In 2012-13, the Committee carried out a comprehensive review of the funding policy and practices, covering the existing guidelines and conditions, control measures and the working procedures for processing applications for grants etc. Upon review, the Committee considered that the prevailing guidelines and conditions at **Annex B** should continue to be adopted.

Monitoring the Use of Grants

6. The Committee has also reviewed and reinforced the implementation of the following control measures that are put in place to monitor the use of grants made to relief organisations –

- (a) the relief organisation concerned should report to the Committee the critical project milestones, including the commencement date and completion date of a project, within one month from the respective scheduled date;
- (b) should there be signs of deviation from the approved targets, inclusive of the schedule, relief area, number of victims benefited, etc., the relief organisation is required to obtain prior approval from the Committee;

- (c) the relief organisation should submit an evaluation report and an audited account on the use of the grant within six months upon completion of the relief programme. The evaluation report submitted should comprise an overall assessment of the programme in terms of the number of victims benefited and the total time used to provide emergency relief to them. Other information such as a statement of need, project goal, relief items, timeliness of relief actions, coordination with other relief organisations, monitoring effort and project finance, etc. should also be provided, where applicable; and
- (d) the evaluation report and audited accounts are examined by the Secretariat of the Committee to ensure that the grant conditions are duly complied with, and will be circulated to Members of the Committee for reference. They are also reviewed by the Audit Commission during the annual audit of the Fund.

7. To ensure that the procurement of relief materials is conducted by relief organisations in receipt of grants from the Fund in a fair and open manner, the Committee has further set out the requirement that at least three quotations should be obtained in each procurement exercise. Records of the quotations should also be provided in the evaluation reports submitted by the organisations. The Committee also discussed the possibility of arranging post-disaster relief visits to affected areas but noted the practical difficulties and the administrative costs involved. The Committee would continue to keep in view the need to conduct on-site visits for relief programmes receiving substantial grants from the Fund and which last for a long duration. Individual members indicated interest to help out when such opportunity arose. For grants made to governments outside the Hong Kong Special Administrative Region (HKSAR), the recipient authorities are also required to submit an evaluation after the completion of the relief programme. Disasters that warrant the disbursement of grants at the government level are usually severe in nature and extensive in scale in terms of damages. The recipient government authorities have to shoulder the primary responsibilities for carrying out the immediate rescue operations and the handling of the post-disaster rebuilding/rehabilitation programmes, which will take a much longer time to complete than the one-off time-limited relief work of a relief organisation. To allow sufficient time for the recipient authorities to focus their efforts on emergency relief work, the timeframe for submission of an evaluation report is usually not specified.

OUTREACHING VISITS TO RELIEF ORGANISATIONS

8. The Secretariat of the Committee launched an outreaching programme in 2012-13 to visit relief organisations which have received grants from the Fund. Four relief organisations of various scale of operation were visited in 2012-13. They were Amity Foundation, Hong Kong; Oxfam Hong Kong; World Vision Hong Kong and the Association of Chinese Evangelical Ministry. Through these outreaching visits, the Secretariat was able to gain a better understanding of the mode of operation of the relief organisations regarding their relief project planning, implementation, quality control and monitoring, as well as their concerns about the use of the grants received from the Fund. Feedback from the visited organisations was very positive. They were appreciative of speediness and efficiency of both the Secretariat and the Committee in processing funding applications, and were generally content with the funding conditions and monitoring requirements as fair and reasonable, e.g. the need for compliance with the specified timeframe for the submission of an evaluation report and the audited accounts. All in all, they provided useful feedback and comments on the operation of the Fund, which contributed fruitfully to the aforesaid review exercise in paragraph 5 above. Similar visits to other relief organisations which have received grants from the Fund will continue to be conducted in 2013-14.

9. As the Fund is open to all eligible non-governmental organisations which undertake emergency relief projects in response to disasters outside Hong Kong, the Committee has enlisted the assistance of the Hong Kong Council of Social Service in introducing the Fund to its members.

GRANTS APPROVED IN 2012-13

10. In the year 2012-13, 22 applications were received. Among them, 21 were approved and one was rejected. The total amount of grants approved was \$54.52 million. These programmes are summarised as follows –

Relief programmes for	Amount of grants made
* drought victims in Yunnan Province, Mainland (three cases)	\$9.09 million
* flood victims in Gansu Province, Hunan Province, Jiangxi Province and Guangxi Zhuang Autonomous Region, Mainland (three cases)	\$10.54 million
* earthquake victims in Yunnan Province, Mainland (six cases)	\$14.56 million
* drought victims in Mali (one case)	\$3 million
* drought victims in Niger (one case)	\$3 million
* typhoon victims in the Philippines (seven cases)	\$14.33 million

A list of approved programmes and related statistics are at **Annex C**.

EFFECTIVENESS OF THE GRANTS

11. The grants made in 2012-13 had achieved the purpose of the Fund, which is to provide swift response to international appeals for humanitarian aid for relief to disasters that occur outside Hong Kong, as measured against the following review findings.

Processing Time of Applications

12. Our target application processing time is 12 working days from the date of receipt of full information from the applicant to the date of notification of the result. In 2012-13, all applications were processed within the target timeline. The average processing time of the 22 applications was seven working days.

Evaluation Reports from Grant Recipients

13. Relief organisations are required to submit audited accounts and evaluation reports within six months upon completion of the relief projects. In this regard, all the 18 reports due for submission in 2012-13 were received and examined by the Secretariat. All of these reports were accepted as they had satisfactorily met the following targets as prescribed in the guidelines and conditions for the approved grants–

- (a) Use of grants – all grants were used for the designated purposes to cover the budget of relief programmes as approved and that prior approval from the Committee was obtained for changes in the use of grants. The condition that not more than 5% of an individual grant should be used to cover overheads or other administrative costs was met. Among the 18 relief programmes of which the evaluation reports have been accepted, ten recorded a total of unexpended balance of about \$0.454 million, of which \$0.234 million was returned to the Fund in 2012-13. It is expected that the remaining sum would be returned to the Fund in 2013-14.
- (b) Number of beneficiaries – all relief programmes have achieved the originally proposed target number of beneficiaries. The 18 programmes in aggregate provided immediate emergency relief to some 467 000 disaster victims. The relief items received by the beneficiaries included food, cooking oil, tents, blankets, quilts, mats, Zinc roofing sheets, water storage containers, water treatment chemicals, hygiene items and household items.
- (c) Timeliness of project completion – 17 relief projects (94%) were delivered according to the approved schedules. The remaining project has experienced some delay in its completion as the concerned relief organisation reported that it had taken them more time than expected to distribute relief items to those in need.

14. For grants made in 2012-13 with audited accounts and evaluation reports due for submission in 2013-14, the Secretariat of the Committee will monitor their submissions. All submissions by the relief organisations will be examined by the Secretariat and circulated to Members of the Committee for reference. The outcome of the examination will also be reported in the next annual report of the Fund.

GRANTS APPROVED SINCE ESTABLISHMENT OF THE FUND

Summary

15. By 31 March 2013, the Committee has received a total of 396 applications for grants from the Fund. Of these, 327 applications amounting to \$1,532.67 million were approved, representing a success rate of 82.58%. For the remaining 69 applications, 51 were rejected as they did not comply with the guidelines for approval and 18 were withdrawn by relief organisations. A total of 15 relief organisations and eight governments/authorities have received grants from the Fund. The beneficiaries were mostly victims of earthquakes, tsunamis, floods, droughts/famines, and typhoons/cyclones. Relevant information and statistics are set out in the ensuing paragraphs.

Distribution of Grants by Recipients

16. A total of 15 relief organisations and eight governments outside HKSAR have received grants from the Fund. The five non-governmental organisations which have received the largest amount of grants were World Vision Hong Kong, Hong Kong Red Cross, The Salvation Army, Oxfam Hong Kong and Amity Foundation, Hong Kong. They have altogether received \$578.68 million from the Fund, representing some 37.76% of the total amount approved. Statistics on distribution of grants by recipients are at **Annex D**.

Distribution of Grants by Countries/Geographical Regions

17. Some 76.95% of the total approved grants (amounting to \$1,179.29 million) were used for carrying out relief programmes in the Mainland; and 17.59% (amounting to \$269.62 million) for programmes in other places in Asia. The remaining 5.46% (amounting to \$83.76 million) were for programmes in Africa, Latin America and Oceania. Statistics on distribution of grants by countries/geographical regions are at **Annex E**.

Distribution of Grants by Nature of Disaster

18. Around 33.04% (108 cases) of all programmes approved on the advice of the Committee were for the relief of flood victims; 31.80% (104 cases) for earthquake/tsunami victims; 12.84% (42 cases) for drought/famine victims, 11.31% (37 cases) for typhoon/cyclone victims; 7.03% (23 cases) for snowstorm victims and 3.98% (13 cases) for other disasters. Statistics on distribution of grants by nature of disaster are at **Annex F**.

**Secretariat
Disaster Relief Fund Advisory Committee
December 2013**

Disaster Relief Fund Advisory Committee
Membership in 2012-13
2012-13 年度賑災基金諮詢委員會
成員名單

Chairman

Chief Secretary for Administration) *ex-officio*
政務司司長) 當然委任

Members

Executive Council Members 行政會議成員

Prof the Hon Anthony CHEUNG Bing-leung, GBS, JP
張炳良議員, GBS, JP
(*up to 30 June 2012*)
(至二零一二年六月三十日止)

The Hon V Nee YEH, JP
葉維義議員, JP
(*up to 30 June 2012*)
(至二零一二年六月三十日止)

The Honourable Franklin LAM Fan-keung
林奮強議員
(*from 13 August 2012 onwards*)
(由二零一二年八月十三日起)

The Honourable Starry LEE Wai-king, JP
李慧琼議員, JP
(*from 13 August 2012 onwards*)
(由二零一二年八月十三日起)

Legislative Council Members 立法會成員

The Honourable Mrs Sophie LEUNG LAU Yau-fun, GBS, JP
梁劉柔芬議員, GBS, JP
(*up to 30 September 2012*)
(至二零一二年九月三十日止)

The Honourable WONG Sing-chi
黃成智議員
(up to 30 September 2012)
(至二零一二年九月三十日止)

The Honourable CHEUNG Kwok-che
張國柱議員
(from 31 October 2012 onwards)
(由二零一二年十月三十一日起)

Dr the Honourable Priscilla LEUNG Mei-fun, SBS, JP
梁美芬議員, SBS, JP
(from 31 October 2012 onwards)
(由二零一二年十月三十一日起)

Other Members 其他成員

Mrs Alice CHONG YUK Tak-fun, JP
張郁德芬女士, JP

Mr Leo KUNG Lin-cheng, BBS, JP
孔令成先生, BBS, JP

Secretary for Financial Services and the Treasury) *ex-officio*
財經事務及庫務局局長) 當然委任

Secretary for Labour and Welfare) *ex-officio*
勞工及福利局局長) 當然委任

Secretary

Chief Executive Officer (Administration)
總行政主任(行政)

Guidelines for Grants from the Disaster Relief Fund

I. Coverage

- (1) Grants should only be made in cases of a specific disaster, not an on-going problem.
- (2) Grants should only be made in cases of disasters of such nature and scale that stimulate a response by the international community.

II. Assessment of Proposals

- (3) Grants should be made in response to-
 - (a) appeals made to the international community by a government or a relief organisation for disaster relief aid in the country or locality concerned; or
 - (b) applications submitted by a relief organisation for a disaster relief project being or to be carried out by the organisation. Retroactive funding is not supported.
- (4) The appeal/application should be based on humanitarian grounds. Political considerations will not be taken into account.
- (5) The appeal/application should have received a measure of public support in Hong Kong.
- (6) Any application by a relief organisation should be supported by a proposal outlining the nature and scale of the aid project, the number and type of beneficiaries and the size of grant required.
- (7) The relief organisation should have demonstrated a sound track record in providing similar types of disaster relief services and activities.
- (8) The size of the grant should be sufficient to make an impact.
- (9) When there is more than one application of a similar nature and for the same disaster, regard should be given to the likely number of beneficiaries, the promptness with which the relief may be provided and the nature of the relief to be provided.

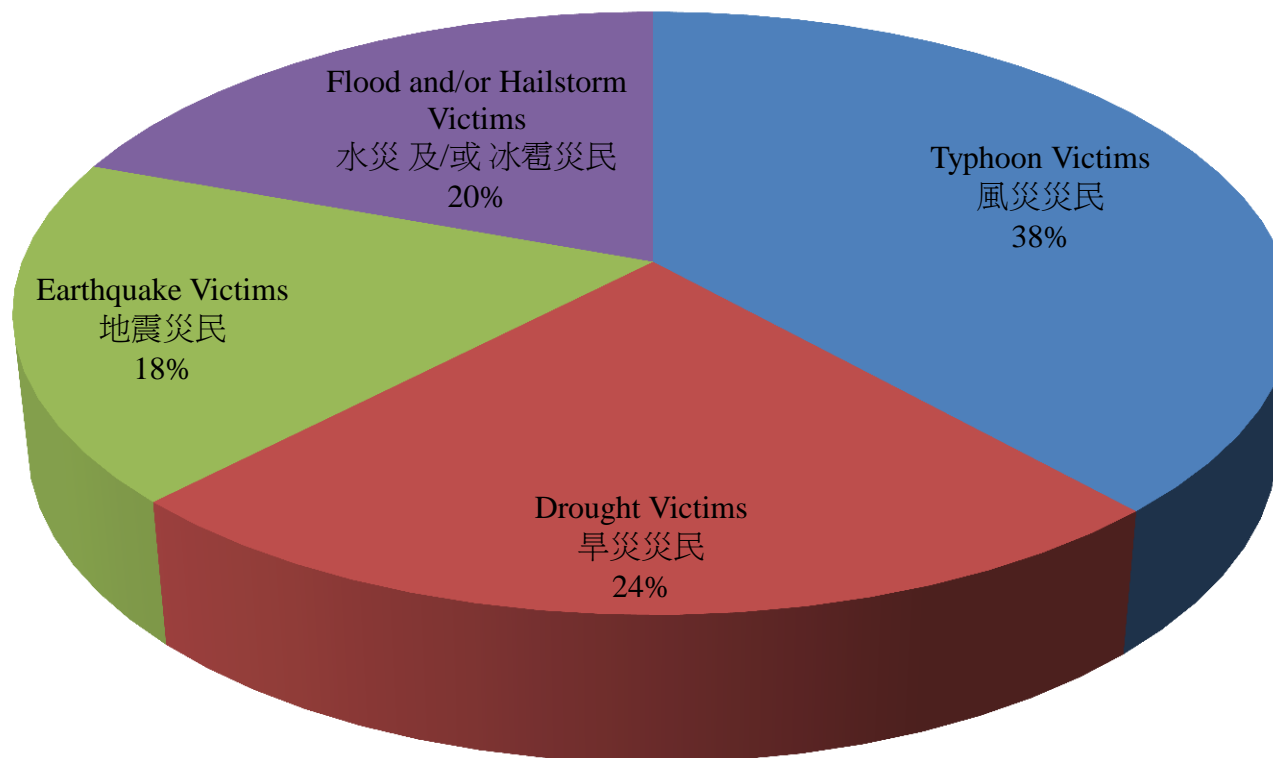
III. Conditions of Grant

- (10) Individual grants should take the form of one-off cash payments.
- (11) The grant should be given to the government concerned or to a reputable relief organisation in the field.
- (12) Up to 5% of the grant may be used to cover overheads or other administrative costs. The rest should be spent entirely on disaster relief services and activities.
- (13) The government/relief organisation concerned should be required to submit an evaluation report / an evaluation report and an audited account respectively to the Government of the Hong Kong Special Administrative Region on the use of the grant within a specified period.

Disaster Relief Fund
賑災基金
Grants approved in 2012-13
2012-13 年度批出款項
1.4.2012-31.3.2013

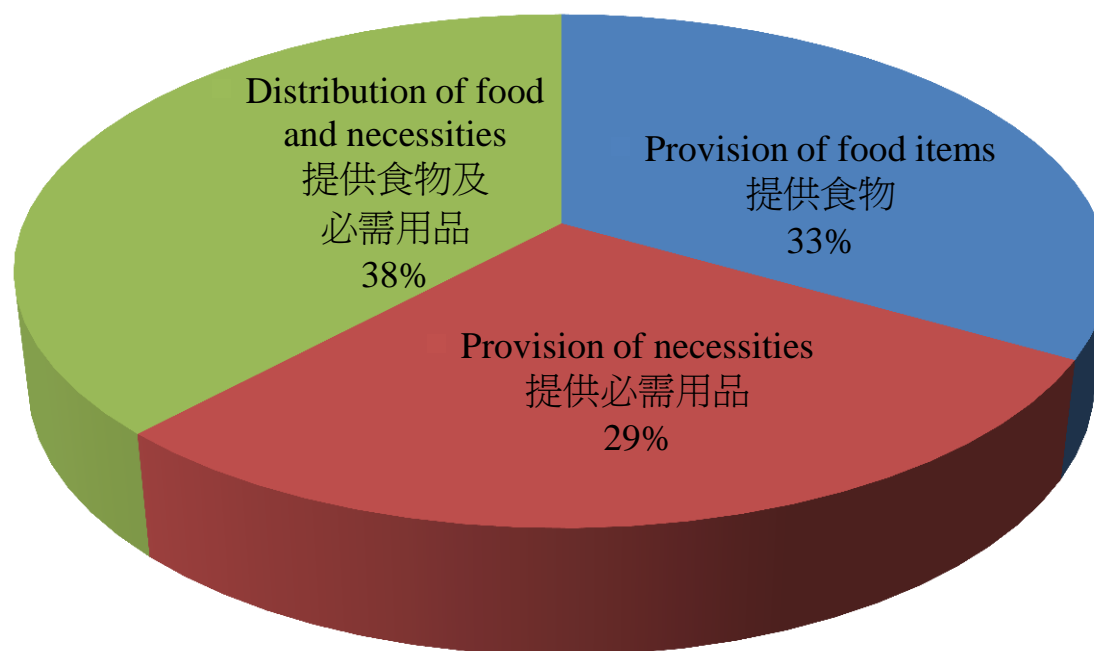
	Applicant 申請機構	Date of Approval 撥款日期	Beneficiaries 受惠人士	Nature of Programme 項目內容	Relief Areas 賑災地區	Grant Approved 批出款項 (\$million 百萬元)
1	Amity Foundation, Hong Kong 愛德基金會(香港)	17.4.2012	Drought victims 旱災災民	Rice, drinking water, water dispensers and buckets 食米、食水、飲水機及水桶	China - Yunnan 中國 - 雲南	3.28
2	World Vision Hong Kong 香港世界宣明會	15.5.2012	Drought victims 旱災災民	Cereals, Vegetable Oil & Pulses 穀類食物、植物油及豆類食物	Mali 馬里	3.00
3	World Vision Hong Kong 香港世界宣明會	15.5.2012	Drought victims 旱災災民	Cereals, Vegetable Oil & Pulses 穀類食物、植物油及豆類食物	Niger 尼日爾	3.00
4	World Vision Hong Kong 香港世界宣明會	1.6.2012	Drought victims 旱災災民	Rice 食米	China - Yunnan 中國 - 雲南	2.00
5	Oxfam Hong Kong 樂施會	1.6.2012	Drought victims 旱災災民	Rice 食米	China - Yunnan 中國 - 雲南	3.81
6	Save the Children Hong Kong 香港救助兒童會	26.6.2012	Flood victims 水災災民	Hygiene and household kits 衛生及家居用品	China - Gansu 中國 - 甘肅省	0.50
7	World Vision Hong Kong 香港世界宣明會	22.8.2012	Flood victims 水災災民	Rice and quilt 食米及棉被	China - Hunan and Jiangxi 中國 - 湖南及江西	5.00
8	Amity Foundation, Hong Kong 愛德基金會(香港)	22.8.2012	Flood victims 水災災民	Rice, cooking oil, and blanket 食米、食油及毛毯	China - Hunan and Guangxi Zhuang Autonomous Region 中國 - 湖南及廣西壯族自治區	5.04
9	World Vision Hong Kong 香港世界宣明會	20.9.2012	Typhoon victims 風災災民	Food packs and non-food items 食物包及非食物類別用品	The Philippines 菲律賓	1.50
10	Save the Children Hong Kong 香港救助兒童會	20.9.2012	Typhoon victims 風災災民	Household kits and water kits 家居用品及盛水用具	The Philippines 菲律賓	1.00
11	ADRA 安澤國際救援協會	20.9.2012	Typhoon victims 風災災民	Food pack 食物包	The Philippines 菲律賓	1.00
12	Save the Children Hong Kong 香港救助兒童會	28.9.2012	Earthquake victims 地震災民	Household, hygiene kits, first-aid kits and warm clothes for children 家居用品、衛生用品、急救用品及 兒童保暖衣物	China - Yunnan 中國 - 雲南	1.25
13	Amity Foundation, Hong Kong 愛德基金會(香港)	28.9.2012	Earthquake victims 地震災民	Rice, cooking oil and blanket 食米、食油及毛氈	China - Yunnan 中國 - 雲南	5.14
14	The Salvation Army 救世軍	28.9.2012	Earthquake victims 地震災民	Folding beds and quilts 摺床及棉被	China - Yunnan 中國 - 雲南	4.20
15	The Association of Chinese Evangelical Ministry 中國福音事工促進會	28.9.2012	Earthquake victims 地震災民	Rice and blanket 食米及毛氈	China - Yunnan 中國 - 雲南	1.13
16	CEDAR Fund 施達基金會	4.10.2012	Earthquake victims 地震災民	Rice and cooking oil 食米及食油	China - Yunnan 中國 - 雲南	2.42
17	Social Workers Across Borders 無國界社工	4.10.2012	Earthquake victims 地震災民	Blanket 毛氈	China - Yunnan 中國 - 雲南	0.42
18	The Salvation Army 救世軍	11.1.2013	Typhoon victims 風災災民	Food, water and non-food items 食物、清水及非食物類別用品	The Philippines 菲律賓	4.63
19	Save the Children Hong Kong 香港救助兒童會	11.1.2013	Typhoon victims 風災災民	Hygiene kits, household kits and water kits 衛生用品、家居用品及盛水用具	The Philippines 菲律賓	2.50
20	World Vision Hong Kong 香港世界宣明會	11.1.2013	Typhoon victims 風災災民	Food items and non-food items 食物及非食物類別用品	The Philippines 菲律賓	2.50
21	ADRA 安澤國際救援協會	11.1.2013	Typhoon victims 風災災民	Food pack 食物包	The Philippines 菲律賓	1.20
Grand Total 總數						54.52

DISASTER RELIEF FUND (AS AT 31 MARCH 2013)
賑災基金〈截至2013年3月31〉
RATIO OF BENEFICIARIES BY NATURE OF DISASTER FOR GRANTS
APPROVED IN 2012-13
2012-13年度批出款項按災禍類別劃分的受惠人士比率



Total estimated number of beneficiaries : Around 485 000
預計受惠人士總數：約四十八萬五千

DISASTER RELIEF FUND (AS AT 31 MARCH 2013)
賑災基金〈截至2013年3月31〉
NATURE OF PROGRAMMES APPROVED IN 2012-13
2012-13年度獲撥款賑災計劃的項目內容



Food items include rice, drinking water, vegetable oil, cereals and pulses, etc..
食物包括食米、食水、植物油、穀類食物及豆類食物等。

Necessities include water dispensers , buckets, hygiene kits, household kits, folding beds, quilts/blankets, first-aid kits , warm clothes for children, etc..
必需用品包括飲水機、水桶、衛生用品、家居用品、摺床、棉被/毛毯、急救用品、兒童保暖衣物等。

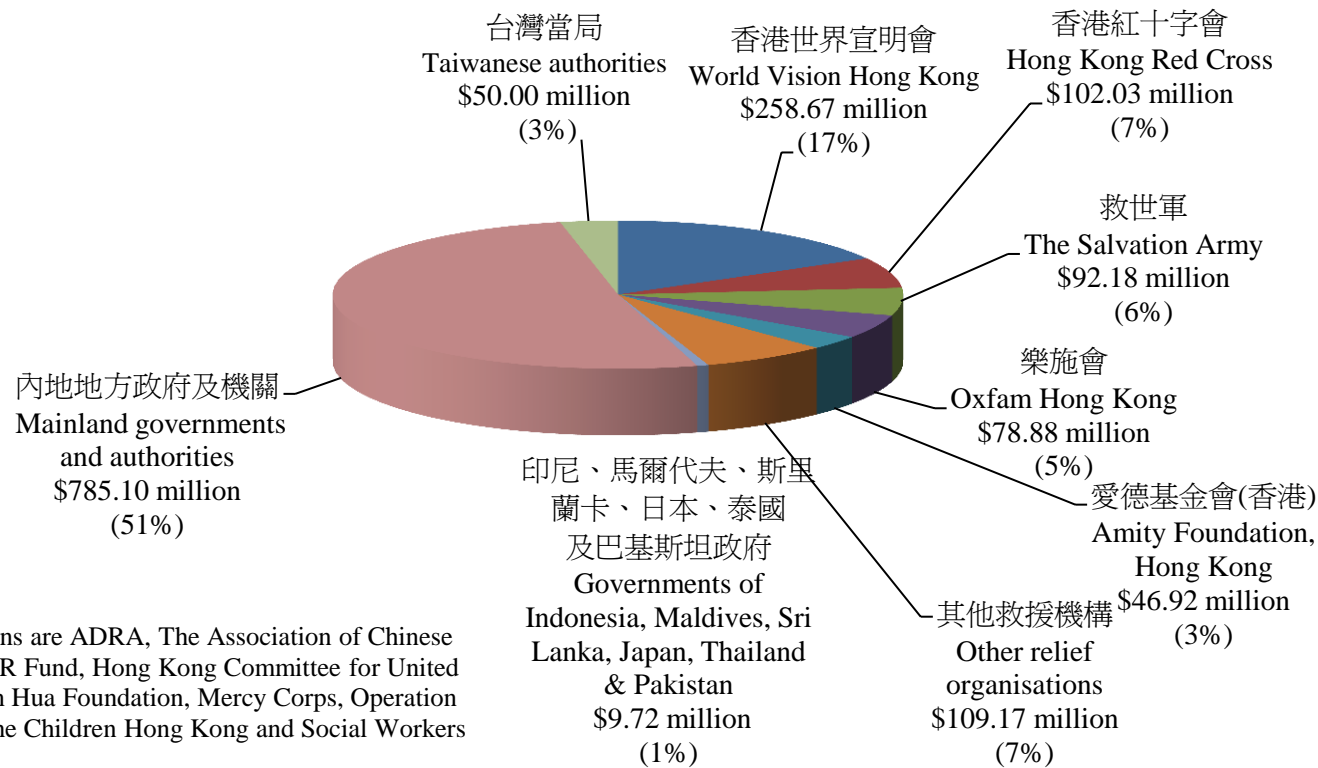
DISASTER RELIEF FUND (AS AT 31 March 2013)

賑災基金 (截至2013年3月31日)

Annex 附件 D

DISTRIBUTION OF GRANTS BY RECIPIENTS SINCE ESTABLISHMENT OF FUND

由基金成立開始按受援機構 / 政府劃分的撥款金額



* The other relief organisations are ADRA, The Association of Chinese Evangelical Ministry, CEDAR Fund, Hong Kong Committee for United Nations Children's Fund, Jian Hua Foundation, Mercy Corps, Operation Blessing Hong Kong, Save the Children Hong Kong and Social Workers Across Borders.

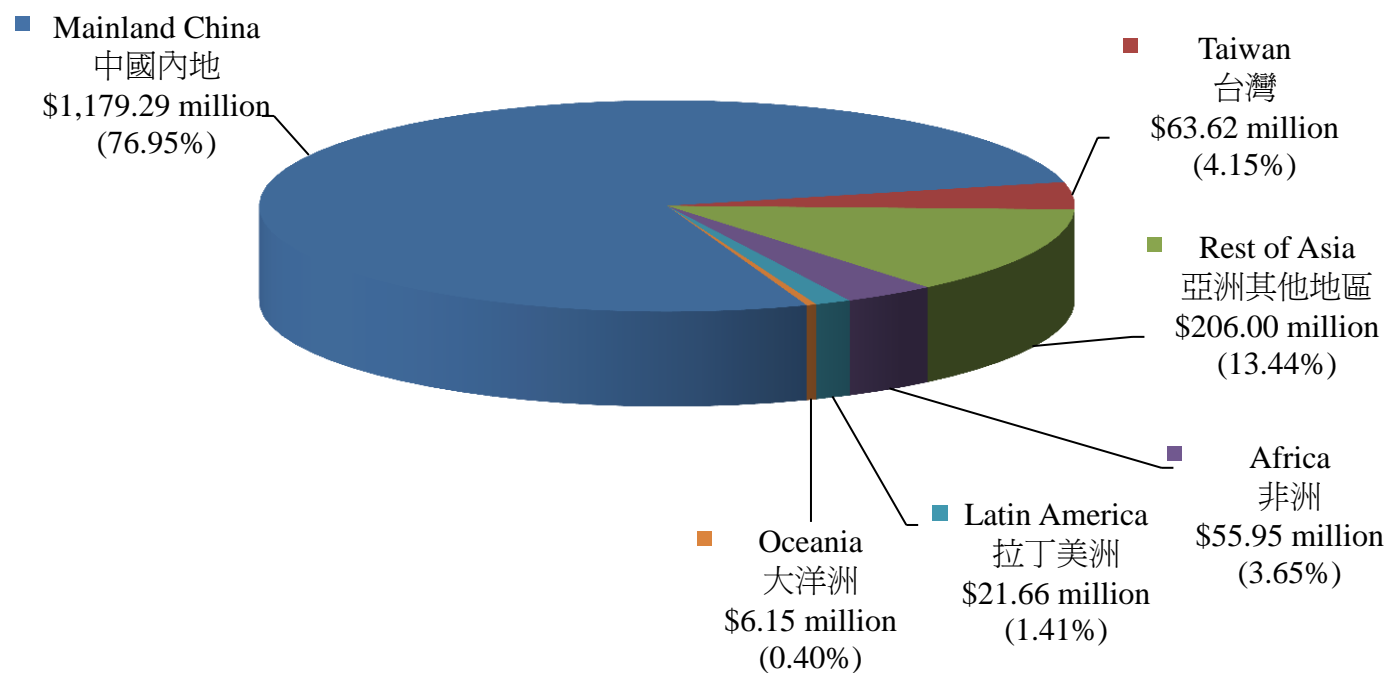
*其他救援機構包括安澤國際救援協會、中國福音事工促進會、施達基金會、聯合國兒童基金香港委員會、建華基金會、國際美慈組織、慈福行動、香港救助兒童會及無國界社工。

DISASTER RELIEF FUND (AS AT 31 March 2013)

賑災基金 (截至2013年3月31日)

DISTRIBUTION OF GRANTS BY GEOGRAPHICAL REGIONS SINCE ESTABLISHMENT OF FUND

由基金成立開始按國家/地區劃分的撥款金額



DISASTER RELIEF FUND (AS AT 31 MARCH 2013)

賑災基金(截至2013年3月31日)

NUMBER OF PROGRAMMES APPROVED BY NATURE OF DISASTER SINCE ESTABLISHMENT OF FUND

