



**Hong Kong Special Administrative Region
Outstanding Students' Union**

香港特別行政區傑出學生聯會

P.O. Box 1097, Tsuen Wan Post Office, Tsuen Wan, Hong Kong

香港荃灣郵政信箱 1097 號

Website: <http://osu.org.hk>

E-mail: info@osu.org.hk

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**Hong Kong Special Administrative Region Outstanding Students' Union
Annual Report of the 18th President**

On behalf of the 18th Executive Committee of the Hong Kong Special Administrative Region Outstanding Students' Union, the President Yandy CHAN Tsz-yan would give an annual report on the major tasks and activities accomplished by the 18th Executive Committee. This report consists of 4 parts as the following:

A. Administration Affair

- (a) General Administration
- (b) Communications
- (c) Publications
- (d) Information and Resources Management
- (e) Honorary Advisor Invitation

B. Activity - Internal

C. Activity – External

- (a) External Functions Organized (solely by HKSAROSU)
- (b) External Functions Organized (co-organized with other parties)
- (c) External Functions Attended:

A. Administration Affair

(a) General Administration

1. Society Registration

The society registration certificate was finally issued again to us in early June 2011. Thus, the certificate is now available for OSU to prove itself to be a registered organization in Hong Kong. However, as the 18th executive committee realized that this certificate does not serve as a proof of “non-profit making organization” in July 2011, it is strongly recommended that the next session should go register OSU as “non-profit making organization” by getting the relevant proof from the Inland Revenue Department.

2. Bank Account

As the only bank account owned by HKSAROSU is the one registered in Hang



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Seng Bank whose authorized holder is still Joey Wong, the president of 15th Executive Committee, this seriously hinders the book keeping process and lowers the liquidity for the operation of OSU. Thus, the 18th executive committee decided to open another new account in other bank. Since the society registration certificate was just issued again to us in early June 2011, the new account could not be opened before the end of this session. All the relevant information necessary for this issue is ready and going to be passed to the next session.

(b) Communications

1. Internal Emails

Managed by: Amy Wong and Crystal Chan

7 internal emails promoting the activities of the Union and reporting the progress were sent this year. Emails replaced newsletters and posts as the main way of communication internally.

2. Web-site

Managed by Stewart Lai

The webpage's layout was changed and it was updated regularly. Members may now find the most updated news, information of internal and external activities, and the bright spark column on our official webpage. The Committee suggests that its layout could be modified to a more user-friendly one but reserving the theme color for the sake of consistency.

(c) Publications

1. Name cards and Pins

Managed by Stewart Lai and Crystal Chan

The design this year was based on the one last year for the sake of consistency, only the font and font size were changed. Other than name cards printed for each individual executive committee member, another set of name cards were printed with the list of 18th executive committee members in order to introduce the whole executive committee to potential honorary advisors, guests and stakeholders, in particular those who do not know HKSAROSU before. The Committee suggests that such a practice should be kept next year. Other than name cards, a pin with the name



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and title was made for each individual executive committee member. This is to let people to recognize the executive committee members easier when they are wearing suits.

2. Official Receipt Books

Managed by Yandy Chan

Altogether 20 receipt books were printed. This is a new production for the administration affair of OSU executive committee. Given that official receipts must be requested by our programme participants, honorary advisors or other stakeholders when OSU receives money from them, a standardized design of receipt must be made for the sake of consistency.

3. Envelops and Letterhead Chop

Managed by Yandy Chan

No new envelops were printed this year as there are a lot of envelops printed last year stocked. However, a chop of letterhead was made in order to save printing cost of big envelops (i.e. A4 size or bigger). A stamp can be made on the top left hand corner of the envelop for serving the same function flexibly.

4. Pamphlets

Managed by Yandy Chan and Stewart Lai

This is the second year for OSU to publish pamphlets. The format was generally the same as last year, only the list of honorary advisors and the content about past activities were updated. They were sent to all celebrities who were invited to become our honorary advisors, YLC 2011 applicants and organizing committee members, Project Seed participants, all candidates in the final round of Hong Kong Special Administrative Region Outstanding Students' Selection 2011 (HKSAROSS 2011), and OSU members during important vacations. Pamphlets were also delivered to all secondary schools in Hong Kong. It significantly boosted the publicity of OSU, and attributed to the rapid increase of the number of honorary advisors and applicants of the activities organized by OSU.

5. South China Morning Post (SCMP) Bright Spark Column



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Managed by Fiona Wan

36 articles were collected from the 23rd members for the articles needed this year by the 17th executive committee. As some of them were not accepted after screening process, 8 further pieces of articles were collected from executive committee members. In total, 44 were published on the SCMP Bright last year.

6. OSU Productions

Managed by Stewart Lai, Yandy Chan

During the last year, the committee has produced the following as OSU official souvenirs and these items serve as a welfare package of OSU member:

- Files
- Banner with the name and logo of HKSAROSU
- Paper
- Hoodies

(d) Information Management

1. Honorary Advisor Database

Managed by Annis Au and Yandy Chan

The database was expanded with collection of the contact information of 30 more celebrities who are committed to activities for youngsters to 420 for the invitation of honorary advisors.

2. School Database

Managed by Annis Au

The 250 records in the database were all updated with the correct contact methods and especially the name and direct line of ECA masters were collected.

3. Internal Database

Managed by Amy Wong and Crystal Chan

The database was updated with collection of particulars of the 20 new members. Renewal of the existing members was not carried out this year.



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4. Stock List and Mini-store Management

Managed by Jovi Anyeung

A stock list has been made for easier management and better logistics of materials for each function. The list records the person in charge and location of different stock items. This is shared among executive committee members so that every one knows where to get the materials they want easily. Given that there are some bulky stock items which are not necessary for daily operation, a mini-store in Tsuen Wan was rent for keeping those items such as OSU T-shirt, paper bags, pamphlets etc. so that the OSU properties can be centralized and passed to next session without loss.

(e) Honorary Advisor Invitation

Managed by Annis Au and Yandy Chan

A pamphlet of the Union, a reply slip and a piece of committee name card enclosed in the invitation letter were sent to more than one hundred well-selected potential honorary advisors. The Honorary Advisor System is the same as last year. However, for the sake of convenience and better administration, it is suggested that starting from this session, the session of the Honorary Advisor commences on the September of 2011 and ends at August 2012. Though the session of Honorary Advisors is now synchronized with the executive committee session, the current executive committee bears the responsibility of inviting honorary advisors for the next session.

Dated to 6th August 2011, 10 honorary advisors were successfully invited. The list is as the follows:

1. Mr Henry H. L. Hu, GBM, GBS, JP, President, Hong Kong Shue Yan University
2. Hon. Jeffrey Kin-fung Lam, SBS, JP, Legislative Councilor, Legislative Council
3. The Hon. Ronny Tong Ka-wah, S.C., Legislative Councilor, Legislative Council
4. Hon. Wong Ting Kwong, BBS, JP, Legislative Councilor, Legislative Council
5. Mr. Paul Chan Mo Po, FCPA, MH, JP, Legislative Councilor, Legislative Council
6. Mr. Wilfred WONG Ying Wai, SBS, JP, Chairman, Hong Kong Arts Development Council
7. Mr. George LUNG Chee Ming, JP, Convener, Hong Kong Student Development Fund
8. Hon. Regina IP LAU Suk-yeec, GBS, JP, Legislative Councilor, Legislative Council



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9. Mr. Allan Zeman, Chairman, Lan Kwai Fong Properties Limited
10. Hon. TAM Yiu-chung, Legislative Councilor, Legislative Council

B. Activity – Internal

1. Internal Gatherings
Managed by: Amy Wong
2. Thanksgiving Dinner
Managed by: Amy Wong, Stewart Lai and Jovi Anyeung
3. Annual Dinner 2011
Managed by: Amy Wong & Jovi Anyeung
4. Orientation Night
Managed by: Amy Wong & Crystal Chan
5. Orientation Camp
Managed by: Yandy Chan & Amy Wong
6. Training Camp for 19th Executive Committee
Managed by: Yandy Chan
7. Campaign
Managed by: Yandy Chan

The details of the above-mentioned functions would be provided in the 18th Annual Activity Report.



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C. Activity – External

a. External Functions Organized (solely by HKSAROSU)

1. Project Seed

Managed by Rosa Lee and Crystal Chan

2. Young Leaders' Congress 2011

Managed by Stewart Lai, Annis Au, Spencer Lam

3. Hong Kong Special Administrative Region Outstanding Students' Selection 2010

Managed by Yandy Chan and Amy Wong

The details of the afore-mentioned functions would be provided in the 18th Annual Activity Report.

b. External Functions Organized (co-organized with other parties)

1. Social Issue Project and Mentorship Program – co-organized with Tsuen Kwai Tsing Outstanding Students' Association

Managed by Annis Au and Yandy Chan

2. 夢想啟航行動 – co-organized with 香港青年交流之友

Managed by Yandy Chan

c. External Functions Attended:

1. Service Day of Hong Kong Top Young Outstanding Persons

Managed by Yandy Chan, Stewart Lai and Annis Au

2. Yuen Long Junior Chamber Inauguration Ceremony 2011

Managed by Yandy Chan and Amy Wong

The details of the above-mentioned functions would be provided in the 18th Annual Activity Report.