

SOCIAL WORKERS REGISTRATION BOARD
Notice of the Hundred and Twenty-seventh Meeting of the
Committee on Administration

Date: 25 February 2016

Time: **7:00pm**

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

AGENDA

1. Consideration of the terms of reference of the Committee on Administration (Appendix A)
2. Confirmation of the notes of last meeting (Appendix B)
3. Matter arising
4. Consideration of the arrangements for a briefing talk given by the legal advisor to new Board members
5. Consideration on the appointment of auditors for the financial accounts for the year ended 31 March 2016 (Appendix C)
6. Review of depreciation policy (Appendix D)
7. Perusal of progress report on promotion of the Board (Appendix E)
8. Review of the Election of Board Members 2016-2019 exercise (Appendix F)
9. Discussion on dissemination of SWRB information to RSWs
10. Discussion on use of language of meeting documents
11. Consideration of the outline of the 37th issue of the Newsletter (Appendix G)
12. Any other business
13. Date of next meeting