

AHWP Financial Updates

July 21, 2010



Asian Harmonization Working Party

WORKING TOWARDS MEDICAL DEVICE HARMONIZATION IN ASIA[®]

AHWP Overall Financial Summary

Financial Position (updated on 20 July, 2010)			
	Amount (HKD)	Amount (USD)	
(A) Income			
1) Surplus			
Surplus from 14th AHWP Meeting at HK in Nov 2010	363,085.84	46,549.47	(47K)
Income from AHWP Website (HKD180K+HKD180K)	358,600.00	45,974.36	(46K)
Surplus of 10th TC Meeting at Singapore in May 2010	79,738.05	10,222.83	(10K)
Total Income	801,423.89	102,746.65	(103K)
(B) Expenditure			
Expense for AHWP website One-off transfer costs and yearly MIS services costs (as of 1 July 2009 to 30 June 2010)	143,380.00	18,000.00	(18K)
Sponsorship to developing country delegates to attend the 10th AHWP Technical Committee Meeting in Singapore, May 11-13, 2010	51,693.72	6,627.40	(7K)
Total Expenditure (HKD)	195,073.72	24,627.40	(25K)
	Amount (HKD)		
Net amount to be kept at AHWP (S) = (Income) - (Expenditure)	606,350.17	78,119.25	(78K)
There is a surplus of around USD81K that would be transferred to the AHWP in due course.			
Remark			
Currency Rate based on USD1.0 = HKD7.8			



AHWP Website Financial Position

Financial Position (updated on 20 July 2010)			
A Income		Amount (HKD)	Amount (USD)
1	<u>Sponsorship Income (as of 1 July 2009 to 30 June 2010)</u>	<u>Start Date</u>	
1.1	Alcon Hong Kong Ltd*	22-Jun-09	60,000.00
1.2	Abbott*	23-Jul-09	58,500.00
1.3	Boston Scientific*	21-Oct-09	60,000.00
1.4	GE#	26-Mar-10	60,000.00
1.5	Philips (Taiwan Ltd)#	20-May-10	60,100.00
1.6	Alcon Hong Kong Ltd#	7-Jun-10	60,000.00
		Total Income	358,600.00
			45,974.36
B Expenditure Amount (HKD)			
1.1	HKPC MIS Support Service (as of 1 July 2009 to 30 June 2010)		42,000.00
1.2	Web Content Migration, Web hosting, Domain Application and Email Account Setup for AHWP		24,843.50
1.3	Payment to CAMDI to settle outstanding bill at the Malaysia Website Agency		32,537.18
1.4	HKPC MIS Support Service (as of 1 July 2010 to 30 June 2011)		44,000.00
		Total Expenditure	143,380.68
			18,382.14
		Amount (HKD)	Amount (USD)
Net amount to be kept at AHWP (S) = (Income) - (Expenditure)		215,219.32	27,592.22
Remark			
Currency Rate based on USD1.0 = HKD7.8			
* Phase 1			
# Phase 2			



The 14th AHWP Meeting and Pre-Meeting Workshop Financial Report (Last Updated on 19 Feb, 2010)

A	Income	Amount (HKD)	Amount (USD)
1	<u>Sponsorship Income</u>		
1.1	Johnson & Johnson (Diamond Package)	300,000.00	38,461.54
1.2	Abbott Vascular (Lunch Package)	100,000.00	12,820.51
1.3	Becton, Dickinson and Company (Silver Package)	90,000.00	11,538.46
1.4	Bausch and Lomb (Cocktail Reception Package)	50,000.00	6,410.26
1.5	Alcon (Bronze Package)	40,000.00	5,128.21
1.6	Boston Scientific (Co-sponsor Package)	15,000.00	1,923.08
	Subtotal (I1)	595,000.00	76,282.05
2	<u>Registration Income</u>		
2.1	Registration income (USD600 or USD500 for early-bird)	924,121.24	118,477.08
	Subtotal (I2)	924,121.24	118,477.08
	Total Income	1,519,121.24	194,759.13



Con't

B	Expenditure		
1	<u>Room Rental (4-7 Nov 2009)</u>		
1.1	TC Meeting Venue	9,018.00	1,156.15
1.2	Pre-meeting Workshop Venue	29,479.00	3,779.36
1.3	AHWP Meeting Venue	46,036.00	5,902.05
1.4	AHWP Staff Office	6,182.00	792.56
1.5	AHWP Registration Office	8,658.00	1,110.00
1.6	AHWP Opening Ceremony VIP Room	3,414.00	437.69
	<i>Subtotal (E1)</i>	<i>102,787.00</i>	<i>13,177.82</i>
2	<u>Equipment</u>		
2.1	TC Meeting	9,880.00	1,266.67
2.2	Pre-meeting Workshop	3,400.00	435.90
2.3	AHWP Meeting	16,840.00	2,158.97
2.4	AHWP Registration Office	3,792.00	486.15
2.5	AHWP Opening Ceremony	240	30.77
	<i>Subtotal (E2)</i>	<i>34,152.00</i>	<i>4,378.46</i>
3	<u>Simultaneous Interpretation</u>		
3.1	Simultaneous interpretation service & equipment for Pre-meeting Workshop and AHWP Meeting		
		75300	9,653.85
	<i>Subtotal (E3)</i>	<i>75,300.00</i>	<i>9,653.85</i>
4	<u>Photography Service</u>		
4.1	Photographer (4-7 Nov 2009) + Photo Development (400 pcs 12R with card board holder)		
		45400	5,820.51
	<i>Subtotal (E4)</i>	<i>45,400.00</i>	<i>5,820.51</i>
5	<u>Sponsorship Package Expenses</u>		
5.1	Discounts & benefits offered to AHWP sponsors	49,829.00	6,388.33
	<i>Subtotal (E5)</i>	<i>49,829.00</i>	<i>6,388.33</i>
6	<u>Meeting Document Production</u>		
6.1	Meeting bags	4,420.00	566.67
6.2	Meeting folder and document printing	17,361.50	2,225.83
6.3	Regulatory VCD production	4,000.00	512.82
	<i>Subtotal (E6)</i>	<i>25,781.50</i>	<i>3,305.32</i>



Con't

7	Meeting Direct Expenses		
7.1	Temp staff (4pax x 3.5 days)	12,512.50	1,604.17
7.2	Souvenir to speakers	3,036.00	389.23
7.3	Corsage and stationery	3,063.50	392.76
7.4	Design and printing of AHWP promotion materials	3,350.00	429.49
7.5	Backdrop production	67,070.00	8,598.72
7.6	Badge production	7,500.00	961.54
7.7	Logistics of AHWP materials (Move-in and Move-out)	1,123.50	144.04
7.8	Miscellaneous	355.3	45.55
	<i>Subtotal (E7)</i>	<i>98,010.80</i>	<i>12,565.49</i>
8	Refreshment, Lunch & Dinner Expenses		
8.1	Buffet Lunch at Harbourview Hotel and Golden Bauhinia on 4 November 2009	29341	3,761.67
8.2	Refreshment on 4 November 2009	16,940.00	2,171.79
8.3	Buffet Lunch at Harbourview Hotel and Eighteen Brook Cantonese Cuisine on 5 November 2009	22168	2,842.05
8.4	Cocktail Reception at HKCEC on 5 November 2009	56,750.00	7,275.64
8.5	Lion dancing during Cocktail Reception on 5 November 2009	1,500.00	192.31
8.6	Refreshment on 5 November 2009	22,308.00	2,860.00
8.7	Morning tea for Opening Ceremony on 6 November 2009	2,904.00	372.31
8.8	Luncheon at HKCEC on 6 November 2009	106,960.60	13,712.90
8.9	Gala Dinner at King Palace on 6 November 2009	102,920.00	13,194.87
8.10	Entertainment program production during Gala Dinner on 6 November 2009	12,920.00	1,656.41
8.11	Refreshment on 6 - 7 November 2009	42,900.00	5,500.00
	<i>Subtotal (E8)</i>	<i>417,611.60</i>	<i>53,539.95</i>
9	VIP Invitation and Sponsorship to Developing Country Delegates		
9.1	Accommodation	161,850.00	20,750.00
9.2	Transportation	144,305.50	18,500.71
9.3	Miscellaneous	1,008.00	129.23
	<i>Subtotal (E9)</i>	<i>307,163.50</i>	<i>39,379.94</i>
	Total Expenditure (HKD)	1,156,035.40	148,209.67
		Amount (HKD)	Amount (USD)
	Net amount to be kept at AHWP (S) = (Income) - (Expenditure)	363,085.84	46,549.47
	Remark		
	Currency Rate based on USD1.0 = HKD7.8		



Sponsorship to developing country delegates to attend the 10th AHWP Technical Committee Meeting in Singapore May 11-13, 2010

	Country	Name	Items	Amount (HKD)	Amount (USD)
1	Thailand	Yuwadee Patanawong			
		Chapon Ratanapan			
		Suhoung Thitisatthayakorn			
			Accommodation	12,128.22	1,554.90
			Accommodation with 10%service charge + Tax	2,109.90	270.50
			Transportation	7,800.00	1,000.00
Subtotal				22,038.12	2,825.40
2	Chile	Ana Maria Concha Villarroel			
			Accommodation	5,647.20	724.00
			Transportation	24,008.40	3,078.00
Subtotal				29,655.60	3,802.00
Total Expenditure				51,693.72	6,627.40
	Remark				
	Currency Rate based on USD1.0 = HKD7.8				



Estimate Budget for the 15th AHWP Meeting Sponsorship to Delegates

Estimate Budget for the 15th AHWP Meeting Sponsorship to Delegates

Riyadh, Saudi Arabia (27 Nov - 1 Dec 2010)

Item A - Air Ticket Expenses (based on Country of Origin and Air Expenses of the 14th AHWP Meeting VIP Guests)					
	Name	Post	Country / Economy	Estimate cost of Air-ticket (HKD) based on quotation obtained from HK Travel Agent	Estimated Cost in USD
1	XXXX	YYY	USA	6,120	785
2	XXXX	YYY	Australia	28,240	3,621
3	XXXX	YYY	Philippines	23,060	2,956
4	XXXX	YYY	Indonesia	28,980	3,715
5	XXXX	YYY	Indonesia	28,980	3,715
6	XXXX	YYY	Thailand	7,047	903
7	XXXX	YYY	Thailand	7,047	903
8	XXXX	YYY	Cambodia	10,094	1,294
9	XXXX	YYY	Cambodia	10,094	1,294
10	XXXX	YYY	Peru	23,311	2,989
11	XXXX	YYY	Peru	23,311	2,989
12	XXXX	YYY	Vietnam	22,853	2,930
13	XXXX	YYY	Vietnam	22,853	2,930
14	XXXX	YYY	Laos	16,042	2,057
15	XXXX	YYY	Laos	16,042	2,057
16	XXXX	YYY	Jordan	0	0
17	XXXX	YYY	Chile	61,731	7,914
Total (A):				335,805	43,052
Item H - Hotel Expenses					
Hotel	Room Rate		Total (H) 6 nights x 17 VIP guest	Total (H) 6 nights x 17 VIP guests in USD	Total Expenses for Sponsorship in USD (H) + (A)
Al Faisaliah Hotel *	HK\$3,110	SAR1500	HK\$317,220	40,669.23	83,721
<u>Costs for alternative hotel</u>					
Novotel Al Anoud in Riyadh	HK\$2,136	SAR1030	HK\$217,872	27,932.31	70,984
Holiday Inn Riyadh Izdihar #	HK\$1,659	SAR800	HK\$169,218	21,894.62	64,747
Intercontinental Riyadh	HK\$2,727	SAR1315	HK\$278,154	35,660.77	78,713
Remak					
* Hotel Selected					
# Similar Hotel Selected in 14th AHWP					
- Currency Rate based on:					
USD1.0 = HKD7.8					
USD1.0 = SAR 3.75					
HKD1.0 = SAR 0.48					



Income Forecast

15th AHWP Meeting Sponsorship Packages				Quantity	Cost (USD)
Diamond Package (GE Health Care)				1	34,000
Lunch Package				1	25,800
Cocktail Reception Package (Boston Scientific)				1	19,000
Gold Package				unlimited	13,000
Silver Package				unlimited	9,100
Bronze Package				unlimited	5,200
Co-Sponsor Package				unlimited	2000
					108,100



AHWP Delegates Sponsorship Request

1. Mr. T. BAHDAR JOHAN HAMID- Indonesia

Director of Medical Devices Production and Distribution Development
Ministry of Health Republic of Indonesia

2. Mrs. ARIANTI ANAYA- Indonesia

Head of SubDirectorate Non Electromedic Medical Devices Ministry of
Health Republic of Indonesia

3. Ms. Yuwadee Pattanawong- Thailand

Director of Medical Device Control Division
Thai FDA

4. Ms. Suhong Thitisathayakorn- Thailand

Medical Device Control Division
Thai FDA



AHWP Delegates Sponsorship Request (Con't)

5. Mr.Ansar Ahmad Shaikh –Pakistan

Drugs Controller Registration Ministry of Health Government of
Pakistan

6. Dr.Obaidullah – Pakistan

Deputy Drugs Controller Registration Ministry of Health Government of
Pakistan

7. Malaysia- (name not yet confirmed)

8. Cambodia- (name not yet confirmed)



Misc. Issues to be Discussed

- Hotel procurement & reimbursement mechanism
 - Option: through SFDA event management agent
 1. SFDA event agency adds into HKPC nominated supplier list
 2. SFDA agency books and pays for all sponsor delegates
 3. SFDA agency sends hotel summary to HKPC for verification
 4. SFDA sends formal invoice to HKPC to reimburse expense

