

**APPENDIX 5.1 SAMPLE HOURLY RATE CHARGE CALCULATION SHEET**

Agreement No. & Title

Consultant

C.V. No. Name

ROLE

- (1) STATUS (a) Single  
(b) Married + children (incl. ages)

Salary

Annual Salary .....

Bonus .....

Employer's Pension Contribution..... \_\_\_\_\_

Gross Annual Earnings (Annual Salary Cost ASC)

(1) Hourly Rate at (M x ASC/1,680) HK\$ \_\_\_\_\_ (A)

Expenses

- (2) Education Allowance..... HK\$  
 Medical Insurance..... HK\$  
 Workers Compensation Insurance ..... HK\$  
 Accommodation..... HK\$  
 Passages ..... HK\$  
 Gross Annual Expenses ..... HK\$ \_\_\_\_\_  
 Hourly Rate (GAE divided by 1,680) HK\$ \_\_\_\_\_ (B)  
 Total Hourly Charge (A + B) HK\$ \_\_\_\_\_

- Notes : (1) (a) & (b) delete whichever does not apply  
 (2) incl. school passages for overseas where applicable