

New Structure of the Hong Kong Paediatric Foundation 2015

Board of Directors

Chairman
Vice Chairman
Honorary Secretary
Honorary Treasurer
Directors

Terms of Reference

1. To ensure the proper running of the Foundation
2. To formulate policy and set direction
3. To supervise the financial affairs of the Foundation
4. To report to the Council of the Hong Kong Paediatric Society

Professional Consultation Group

Terms of Reference

1. To provide professional advice
2. To participate in professional affairs

Executive Committee

Director
Deputy Director
Administrator
Members

Terms of Reference

1. To function as Steering Group of the Foundation
2. To plan activities of the Foundation
3. To supervise daily operation of the Foundation
4. To approve budget and assess the financial appropriateness of individual activity
5. To report to the Board

Project Leader Team

Terms of Reference

1. To take up Foundation projects
2. To plan and design projects
3. To supervise progress of projects
4. To prepare and monitor budget of individual project
5. To report to the Executive Committee
6. To submit project report to the Executive Committee

Field Operation Team

Terms of Reference

1. To implement individual projects
2. To interface with the Public
3. To provide logistic support of foundation activities