

## Work Plan on the Use of Strengthening School Administration Management Grant (SAMG)

School: Tin Shui Wai Government Secondary School

Objective : Enhance the administrative work of staff

Area	Expected Results	Item	Evaluation Criteria	Budget	Sustainable Development Plan
School Administration	Administrative Work of Teachers was reduced	Infra-Red Body Temperature Measurement System	80% Teachers agreed that the System can reduce the Administrative Work effectively	\$80,000	The System will be upgraded if necessary
School Administration	Administrative Work of Staff was reduced	Digital Parents' Apps System	80% Staff agreed that the System can reduce the Administrative Work effectively	\$18,000	The System will be upgraded if necessary
School Administration	Administrative Work of Staff was reduced	Electronic Payment System	80% Staff agreed that the System can reduce the Administrative Work effectively	\$38,200	The System will be upgraded if necessary
School Administration	Administrative Work of Staff was reduced	Digital File System	80% Staff agreed that the System can reduce the Administrative Work effectively	\$50,000	The System will be upgraded if necessary
School Administration	Administrative Work of Staff was reduced	IP Telephone System	80% Staff agreed that the System can reduce the Administrative Work effectively	\$120,000	The System will be upgraded if necessary

Total : \$306,200

\* The Allocation of SAMG is \$250,000. The deficit will be settled by the Departmental Expense of the school.