

Panel on Constitutional Affairs

**Estimated budget for the overseas duty visit to
London, Edinburgh, Paris and Berlin
(May 2001)**

Timing of visit : May 2001
 Size of delegation : 4 Members (to be accompanied by one Secretariat staff)
 Budget : HK \$ 320,000 (4 Members)

Breakdown of expenses

Items	Estimated expenses HK\$ (per person)	Total Amount HK\$ (4 persons)
1. Air passage (business class)	43,270	173,080
2. Hotel accommodation	11,000	44,000
3. Meal and overseas subsistence allowances	6,300	25,200
4. Travel insurance	310	1,240
5. Airport tax	620	2,480
6. Local transportation (assuming \$4,500/day×8 days)	-	36,000
7. Interpretation service (assuming 5 whole days' service) HK\$7,000×5	-	35,000
8. Miscellaneous	1,000	4,000
Total :		\$321,000

(Note : Other expenditure including cost for one staff member and expenses on souvenirs will be charged against other votes of the Secretariat)

Hotel accommodation*

	<u>HK\$</u>	<u>HK\$</u>
London - Thistle Charing Cross	1,700×2 nites	= 3,400
Edinburgh - Thistle Edinburgh	1,120×1 nite	= 1,120
Paris - Westin Demeure Marigna Elysees	1,990×2 nites	= 3,980
Berlin - Bristol Kempinski Hotel	1,150×2 nites	= 2,300
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		Total = 10,800
		≈ 11,000

Meal & overseas subsistence allowances**

		<u>HK\$</u>
London (2 nites)	GBP 228×35%×11.81×2	= 1,885
Edinburgh (1 nite)	GBP 198×35%×11.81	= 818
Paris (2 nites)	FRF 2113×35%×1.15×2	= 1,701
Berlin (2 nites)	DEM 469×35%×3.83×2	= 1,257
Berlin (1 day)	DEM 469×35%×3.83	= 629
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		= 6,290
		≈6,300

* Rates quoted are for reference only. The hotel rates for May 2001 are not yet available

** Exchange rates as at 8 January 2001 -

1 GBP = HK\$11.81

1 FRF = HK\$ 1.15

1 DEM = HK\$ 3.83