

27 October 2004

By fax : 2509 9055 (1 page only)

Ms Lolita Shek  
Council Business Division 2  
Legislative Council Secretariat  
3/F Citibank Tower  
3 Garden Road  
Central HK

Dear Ms Shek,

**Attendance record of ESF meetings 2001-2004**

I refer to the note sent by the English Schools Foundation (ESF) on 25 October concerning the above.

Of the four ESF meetings held since 2001, I attended two, one in 2002 and another 2004. As to the meeting on 14 December 2001, I had made prior notice of apology to the Foundation in view of a special meeting of the House Committee of the Legislative Council also scheduled for that day. As to the one on 11 December 2003, I was unable to attend because an Eastern District Council meeting held earlier on that day turned out clashing with the ESF meeting.

Yours sincerely,

Tommy Cheung Yu-yan