

Joanna To

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**From:** Brenda Chan (ITHR)  
**Sent:** Monday, July 12, 2004 11:39 AM  
**To:** Joanna To  
**Cc:** Amy Liu  
**Subject:** FW: Clara's medical

Dear Joanna

For info and please keep a copy on Clara's file.

Tks  
Brenda

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**From:** Grace Lee  
**Sent:** Monday, July 12, 2004 8:39 AM  
**To:** Brenda Chan (ITHR)  
**Subject:** RE: Clara's medical

Dear Brenda,

This was something agreed to by the Chairman in Clara's contract renewal i.e allowing Clara to take out whatever medical plan she chooses. Her family is covered as well. This together with her family annual travel allowance (can pay Clara the equivalent amount of a business class return ticket to UK for her and family members even if they are not going to the UK for holiday i.e. same practice as her 1st contract are what the Chairman agreed in the contract renewal. I have the Chairman's words directly. Since the amount is not significant, the Chairman agreed that these terms need not be written into the contract. You can keep a copy of this in Clara's file for record and future reference.

Grace

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**From:** Brenda Chan (ITHR)  
**Sent:** Monday, July 12, 2004 8:27 AM  
**To:** Grace Lee  
**Subject:** Clara's medical

Dear Grace

I thought about the medical scheme for Clara, and still feel a bit uncomfortable.

I've mentioned to you earlier my concern as against the market practice, which I'm not going to repeat.

I see there will be internal relativity issue. We are going to implement the Hay soon. As I understand, C&B study covers everyone in the organization, including the ED position. Part of the recommendation will be an across the board medical benefits coverage reduction, to align with market practice.

If we are go enroll Clara to the super medical scheme, will we be able to justify? Will there be credibility issue we need to worry?

Can we consider paying Clara the equivalent to the premium amount of money in her salary or Incentive Award, treating the money as part of the remuneration. Then she enrolls to the scheme in her personal capacity.

Let's discuss this further this afternoon we meet in our regular meeting.

Brenda

12/07/2004

Joanna To

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**From:** Brenda Chan (ITHR)  
**Sent:** Monday, September 06, 2004 8:56 AM  
**To:** Joanna To  
**Subject:** FW: Medical coverage for Clara and family  
for info and record pls.

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**From:** Grace Lee  
**Sent:** Sunday, September 05, 2004 11:38 PM  
**To:** Brenda Chan (ITHR)  
**Subject:** FW: Medical coverage for Clara and family

Dear Brenda,

Pls make sure a copy of Chairman's reply is kept in Clara's file.

Grace

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**From:** selina chow [REDACTED]  
**Sent:** Sun 9/5/2004 9:55  
**To:** Grace Lee  
**Subject:** Re: Medical coverage for Clara and family

Dear Grace,  
Please proceed.  
Selina

----- Original Message -----

**From:** Grace Lee  
**To:** selina [REDACTED]  
**Sent:** Thursday, September 02, 2004 11:23 PM  
**Subject:** Medical coverage for Clara and family

Dear Selina,

I understand that as part of the terms of Clara's contract renewal, she is entitled to enrol on an executive medical plan for herself and her family. It has taken us some time to find a suitable plan. We have now found a plan which provides her with the necessary coverage and the annual premium is \$84,921 which is the sort of premium that is demanded for executive medical plans. May I have your approval to proceed with the coverage.

Regards,  
Grace

06/09/2004