

**Implementation of the CPD/ICAC's Recommendations
on the Mega Events Fund (MEF)**

Recommendations/Views	Implementation Status
<ul style="list-style-type: none"> • The assessment should take into account the applicants' background and governance structure, track record, and their human, financial and technical resources to ensure that successful applicants are capable of hosting the events satisfactorily. 	<ul style="list-style-type: none"> • Accepted and implemented. • The MEF Application Form, Guide to Application and the Assessment Criteria cum Marking Scheme have been suitably amended to reflect on the requirement, and the need to provide more detailed information of the background, governance structure, track record/past experience and capabilities/resources of the applicant, joint applicants and the Project Co-ordinator and Deputy Project Co-ordinator for consideration by the MEF Assessment Committee. • The marking scheme has also highlighted that the assessment will take these aspects into account.
<ul style="list-style-type: none"> • Sponsorships in kind as claimed in the applications should be verified against their market prices, as appropriate. 	<ul style="list-style-type: none"> • Accepted and implemented. • The MEF Application Form and Guide to Application have been suitably amended to require that for in kind sponsorship, MEF applicants should provide proof to demonstrate that the claimed values of the sponsored items or services are comparable with the market prices, so as to facilitate checking by Secretariat staff as well as for consideration by the MEF Assessment Committee, as appropriate.

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<ul style="list-style-type: none">• Successful applicants should be provided with a copy of the ICAC's Best Practice Checklists on procurement and staff recruitment. They should be encouraged to seek ICAC's assistance in adopting the best practices.	<ul style="list-style-type: none">• Accepted and implemented.• The MEF Agreement and Guide to Application have already been amended to require that successful MEF applicants shall obtain a copy of the ICAC's Best Practice Checklists on procurement and staff recruitment, and that they shall seek ICAC Corruption Prevention Department's assistance in adopting the best practices, draw up a Code of Conduct for compliance by its Directors and employees, and to ensure proper corruption prevention safeguards are incorporated into its procurement and staff recruitment procedures.• MEF successful applicants will be reminded of the above before the signing of the Agreement.
<ul style="list-style-type: none">• Successful applicants should be required to establish a two-tier approval system for hiring key personnel or awarding major procurement contracts in implementing the funded events.	<ul style="list-style-type: none">• Accepted and implemented.• The MEF Agreement and Guide to Application have already been amended to provide that successful MEF applicants shall establish a two-tier approval system for the recruitment of key personnel/staff and the award of major goods, services and equipment contracts in procurement/tendering exercises conducted for the MEF project.• MEF successful applicants will be reminded of the above before the signing of the Agreement.

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<ul style="list-style-type: none">• Successful applicants should be given detailed guidelines on the disposal of equipment acquired with MEF.	<ul style="list-style-type: none">• Accepted and implemented.• The MEF Agreement and Guide to Application have been amended to clearly spell out the requirement that Government may require the successful MEF applicants to dispose of the Equipment at any time at the prevailing market price by way of sales by public auction in accordance with such procedures as the Government may specify. The Grantee must comply with the Government's requirement and specification. The sale proceeds of the Equipment disposed of shall belong to Government and be paid to the Government in such manner and by such time as the Government may specify.• MEF successful applicants will be reminded of the above after completion of the project.
<ul style="list-style-type: none">• A standard monitoring report form (for recording personal observations) should be devised for completion by staff of the Secretariat or AC members who conducted site visits of funded events.	<ul style="list-style-type: none">• Accepted and implemented.• A standard form has been developed and endorsed by the MEF Assessment Committee.• The MEF Guide to Application has been amended to clearly spell out that observations of the monitoring visits or meetings of the funded event may be recorded, and that such observations will be taken into account by the MEF Assessment Committee in considering and/or evaluating the performance of the successful applicants under the MEF Agreement.

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<ul style="list-style-type: none"> The number of staff employed by the successful applicants and the number and price of the equipment purchased should be randomly verified during site visits of the events. 	<ul style="list-style-type: none"> Accepted and implemented. The MEF Agreement and Guide to Application have been amended to require that successful applicants shall permit and assist the MEF Assessment Committee, Secretariat and Government or their authorised representatives to verify the number of staff employed for the project and the number and market prices of the Equipment deployed for the project or for the events and activities of the project being visited. A report will be compiled by Secretariat staff after the checking on site.
<ul style="list-style-type: none"> A set of internal guidelines should be developed on different levels of sanction to be imposed on successful applicants who are unable to comply with funding conditions in the MEF Agreement. Some CPAC Members also opined that more stringent guidelines should be set for evaluating the MEF events; and that any unused MEF should be returned to Government upon the lapse of the funding scheme. 	<ul style="list-style-type: none"> Accepted and implemented. A set of internal Guidelines on the Level of Sanction has been devised and endorsed by the MEF Assessment Committee. The MEF Agreement has been amended to clearly provide that Government reserves the right not to pay all or any outstanding MEF to the successful MEF applicant or the right to adjust or reduce the amount of outstanding MEF to be paid or the right not to consider any applications by the successful applicant for MEF, if the Project result is unsatisfactory or the successful applicant fails to comply with the terms and condition under the MEF Agreement. The Administration will examine the way forward of the MEF in mid 2011.

Secretariat
Mega Events Fund Assessment Committee
Tourism Commission
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