



Student Social Service Society, HKUSTSU, Session 2019-2020
Annual Work Plan

Introduction

“The best way to find yourself is to lose yourself in the service of others.” - Mahatma Gandhi

Student Social Service Society aims to serve the unfortunate in the society, promote the importance of doing social service and let others care more about the society. Nowadays, many people put academy in priority. We always concern our own interest and ignore others, especially the unfortunate. Through our cabinet, students can have the opportunities to join charitable and volunteering activities. They won't concentrate in academy only. Committing social service is also crucial for us. We hope students will be more willing to serve people who are in need so that social consciousness towards society will be aroused.

Name of Cabinet: Sirius

Sirius, meaning scorching star in Greek, refers to the brightest star in the sky. Our Cabinet would like to be the guiding star for people with unfortunate background and in needs. We want to stand out for leading others to serve the unfortunate and make effort to help the society. By doing social service, it is beneficial to different people such as the poor, people with disabilities and the children. We hope people can feel the warmth from us. We aim to care for others. ‘We make a living by what we get, but we make a life by what we give.

Theme

“It is better to give than to receive.” We hope that we can hand in hand, heart to heart, connect people from different cultural backgrounds, and raise public awareness on the importance of maintaining a harmonious society. With the same belief, we lend a helping hand to the disadvantages in society through social services and hope that we can make a contribution to the society. In the coming year, the society will keep on spreading the care and love to the people in need. We believe that our function can rise the students' awareness concerning the weak community. Having realized this social problem, this can encourage more new members to devote to social service.

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****Chief PIC**

***Vice-Chief PIC**

The 28th Proposed Executive Committee Member List

Position	Full Name (English)	Nickname
Chairperson	Sin Hon Lok	Jony
Internal Vice-Chairperson	Ng Nam Lok Zeno	Tommy
External Vice-Chairperson	Lai Chit Him	AL
Internal and Human Resources Secretary	Leung King Chi Ashley	Ashley
External Secretary	Li Sze Wai	Ava
Financial Secretary	Lai Pok Man	Ivan
Promotion Secretary	Tam Wai Nam	MT
Marketing and Promotion Secretary	So Tsun Hang	Hugo
Publication Secretary	Ng Wing Sum	Wing
Welfare and General Secretary	Yip Chi Chun	Issac
General Secretary	Kam Siu Ho	Hayden

E-journal

Introduction

E-Journal provides an online platform for people especially members of the Society. It promotes the new cabinet in 2019-2020 so that members can know more about the cabinet. Information of Executive Committee members, our missions, goals, the annual work schedule and the details of promotion period will be shown on the E-journal. The Executive Committee members will share their feelings towards promotion period. There will be some photos and videos.

Objectives

- To let members have a better understanding of the operation of the new cabinet and each Executive Committee member
- To introduce the Society's aims and goals
- To promote the upcoming functions to members
- To encourage members to participate in the functions in 2019-2020
- To record unforgettable moments during promotion period

Content highlights

- Information of the Society, cabinet and Executive Committee
- Details of promotion period and feelings towards promotion period
- Year plan
- Address and email
- Photos and videos taken during promotion period

Person-in-Charge

- ****Wing**

Details of Publication

Proposed Publication Date	11/03/2019 (Mon)
Proposed Forms of Publication	Soft copy
Proposed Distribution Method	Link to all members through ITSC Email
Proposed Promotion Method	Facebook, ITSC Email, Instagram, Official Website

Member's Gathering: Life in Poverty

Introduction

The aim of the gathering is to strengthen the bonding between members and the Executive Committee. The theme of the gathering is "life in poverty". In the activity, members are required to finish different tasks which are related to poor livelihood. Throughout the game, the empathy of members to the underprivileged will be increased with more understanding. It encourages members to participate in social services and join our services.

Objectives

- To introduce the newly elected Executive Committee to our members so that they get familiar with the newly formed cabinet of the Society
- To meet other members of the Society and spend time together
- To promote proposed activities of the year to our members
- To understand the situation faced by the poor

Activity Rundown

- Distributing gift packs to participants
- Introducing the newly elected Executive Committee
- Ice-breaking games
- Checkpoint games
- Dinner time
- Ex-co battle
- Comment area and photo taking session

Person-in-Charge

- ****Hayden, Ashley, Wing**

Details of Event

Proposed Event Period	10/04/2019 (Wed)
Proposed Event Time	18:00 - 22:00
Proposed Event Venue	LG4 Common Room 1+2
Proposed Charge	Members: \$30 Non-members: \$35 Walk-in: \$40
Proposed Target	HKUST Students
Proposed Number of Participants	75 (52 members, 6 non-members and 11 Executive Committee members, 5 walk-in)
Proposed Dress Code	Society T-shirt or T-shirt with similar colour
Proposed Promotion Period	25/03/2019 (Fri) - 09/04/2019 (Tue)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Easter with You 「蛋願有你」

Introduction

At Easter, many families won't have celebration with their children, especially some low-income families. Children from low-income families can hardly enjoy the happiness during this holiday. Therefore, we are going to hold some Easter activity so that those children can find joy in it.

Objectives

- To let members know the feelings of those children through chit chatting with them about their life experience
- To offer a chance for Executive Committee members and members to interact with each other, while strengthening the bonding with children
- To share the spirit of helping others through engaging in the activity and helping the children to decorate their Easter eggs

Activity Rundown

- Spend time with children
- Draw Easter egg
- Make Chocolate eggs

Supporting Organisation

- HKFYG Jockey Club Tseung Kwan O Youth S.P.O.T.

Person-in-Charge

- **Hugo, MT

Details of Event

Proposed Event Period	13/04/2019 (Sat)
Proposed Event Time	13:00 - 17:00
Proposed Event Venue	HKFYG Jockey Club Tseung Kwan O Youth S.P.O.T.
Proposed Target	HKUST Students
Proposed Number of Participants	20 (16 students and 4 Executive Committee members)
Proposed Service Target	Low-income family
Proposed Promotion Period	28/03/2019 (Wed) - 12/04/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Rabbits in Wonderland 「與兔相聚」

Introduction

Every year, there are many abandoned rabbits in Hong Kong. One of the reasons is that many owners buy rabbits recklessly. Many people don't want to take care of them anymore. Immigration and moving into a new house are other reasons. A lot of rabbits have been abandoned on the street or in country parks. During the activity, student can meet rabbits and learn how to take care of them. They will have a chance to clean the place which rabbits live in.

Objectives

- To express our love and care to abandoned animals
- To instill students' mindset of protecting and respecting animals
- To provide a chance for members to handle pets
- To give students a chance to try taking care of abandoned animals

Supporting Organization

- Hong Kong Rabbit Society

Activity Rundown

- Briefing
- Cleaning
- Feeding rabbits
- Playing with rabbits

Person-in-Charge

- **Issac, Ava

Details of Event

Proposed Event Date	01/05/2019 (Sat)
Proposed Event Time	11:30 - 15:30
Proposed Event Venue	Hong Kong Rabbit Society Center
Proposed Number of Participants	20 (16 members, 2 non-members and 2 Executive Committee members)
Proposed Service Target	Abandoned rabbits
Proposed Promotion Period	15/04/2019 (Mon) - 30/04/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Service Trip to Mongolia 「蒙在古旅」

Introduction

Mongolia is the 18th largest sovereign nation in the world, but it's also the most sparsely populated. About 30% of the people here are nomadic or semi-nomadic and over 750,000 Mongolians live in poor housing conditions. These factors provide a large number of opportunities for foreign volunteers to provide much needed hands-on aid. Additionally, many children in Mongolia travel from rural communities to large cities in search of work. Without help from non-profitable organizations and schools, these children can end up working in the black market and lacking access to basic care.

Objectives

- To plant food for the locals
- To assist the locals to build infrastructures
- To encourage the locals to learn English
- To experience cultural exchange

Supporting Organization

- Lotus Children's Center
- Service Civil International

Activity Rundown

- Build a vegetable garden
- Activities with children
- Education work
- Cultural exchange
- Sight-seeing

Person-in-Charge

- ****Tommy**, *Ava, MT, Issac

Details of Event

Proposed Event Period	19/06/2019 (Wed) - 29/06/2019 (Sat) (10 Days 9 Nights)
Proposed Event Venue	Ulaanbaatar, Mongolia
Proposed Charge	Member: \$7300, Non-member: \$7500 (Refund from SEA Fund after the service trip)
Proposed Target	Members and HKUST students
Proposed Number of Participants	25 (10 members, 5 non-members and 10 Executive Committee members)
Proposed Service Target	Children in Mongolia
Proposed Promotion Period	01/04/2019 (Mon) - 30/04/2019 (Tue)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Banner, Leaflet, E-board, Pull-up banner, Promotion in lecture theatres, Promotion Video

Orientation Camp

Introduction

The theme of the Orientation Camp is “Sumikko Gurashi”. The main message brought by the theme is to encourage participants to step out of their comfort zone and meet new friends as well as to spread their love and care to various areas with perseverance. Throughout the game, participants have to land on different checkpoints in the campus which targets “corner creatures” hiding in different corners of the campus in order to complete assigned tasks. The activity allows freshmen to walk around the entire campus and familiarise them with HKUST. It also creates a great opportunity for them to make new friends and know more about the Executive Committee. As a result, the sense of belonging of participants to our Society can be developed.

Objectives

- To introduce the Society to freshmen
- To allow freshmen to get familiar with HKUST
- To help freshmen adapt to their new university life
- To provide chances for freshman to enhance their social skills

Activity Rundown

- Ice-breaking game
- Mass game
- Introduction of the Society
- Campus hunt
- Campfire
- Water game
- City hunt
- Detective game

Person-in-Charge

- ****Ashley**, *Hugo, AL, Wing, Hayden

Details of Event

Proposed Event Period	Mid-August of 2019 (3 Days 2 Nights)
Proposed Event Time	11:30 (First Day) - 15:00 (Last Day)
Proposed Event Venue	HKUST (TBC)
Proposed Charge	Freshman and Spy: \$300 Helper: \$300 (\$40 Refundable) Executive Committee Member: \$200
Proposed Target	Freshmen, HKUST Students
Proposed Number of Participants	189 (Maximum: 218, Minimum: 156) Freshman: 80 (Maximum: 100, Minimum: 75) Helpers: 72 (Maximum: 80, Minimum: 56) (HKUST Students: Maximum: 60, Minimum: 50; Non-HKUST Students: Maximum: 20, Minimum: 6) Spies: 12 (Maximum: 16, Minimum: 10) (HKUST Students: Maximum: 10, Minimum: 6; Non-HKUST Students: Maximum: 6, Minimum: 4) OC: 25 (Minimum: 15) (HKUST Students: Maximum: 12, Minimum: 0) Non-UST Maximum: 30, non-UST Minimum: 15)
Proposed Promotion Period	15/04/2019 (Mon) - 08/05/2019 (Wed) Registration Day
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Banner, Leaflet, Promotion Video, Online Forum

Orientation Week

Introduction

During the Orientation Week, we will advertise and promote our Society and functions to the freshmen. We also hope that they will contribute to our Society by joining us to become our members, or Sub-Committee members, so as to devote themselves to social services. Welfare products, publication letters and some special benefits such as discounts from various shops will be distributed to the new recruits.

Person-in-Charge

- **Issac, AL, Ashley

1. Recruitment of members

Objectives

- To recruit new members
- To get along with new members
- To promote the Society to HKUST students
- To renew the member list of the Society

Details of Event

Proposed Event Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Event Venue	HKUST Atrium, Academic Concourse
Proposed Target	HKUST Students
Proposed Number of Recruits	260
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Leaflet

2. Recruitment of Sub-Committee

Objectives

- To recruit new Sub-Committee
- To introduce the upcoming core events to new Sub-Committee
- To give an opportunity to Sub-Committee to organize activities as forming a cabinet

Details of the Event

Proposed Event Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Event Venue	HKUST Atrium, Academic Concourse
Proposed Target	HKUST Students
Proposed Number of Recruits	130
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Leaflet

3.Selling welfare product

Objectives

- To raise money for the funding of the Society
- To promote our Society to HKUST students
- To enhance the sense of belonging of the members to the Society

Details of Event

Proposed Event Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Event Venue	HKUST Atrium, Academic Concourse
Proposed Target	HKUST Students
Proposed Selling Items	- Society Paper - Society T-shirt - Society Leather File/ Leather Computer Bag (TBC) - Society File
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Leaflet

4.Publication of Newsletter

Objectives

- To review past activities (2019 spring semester)
- To promote upcoming activities to members (2019 fall semester to 2020 spring semester)

Details of Event

Proposed Event Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Promotion Method	1. Distribute hard copy newsletter to members 2. Send soft copy to all members via ITSC Email

Orientation Night: Beyond the limits 「愛·無限」

Introduction

Orientation Night is the first welcoming function for all newly-joined members. Through completing different tasks with their counterparts, our new members can know more about their group mates. Besides, members can know our coming functions and choose to join the one in which they are interested, developing a closer relationship with other participants. Our theme is to encourage every group to try their best to fight for the championship.

Objectives

- To offer warm welcome to new members
- To enable both new and current members to meet and know one another
- To develop a closer relationship among members and Executive Committee members

Activity Rundown

- Ice-breaking games
- Checkpoint games
- Dinner
- Photo taking

Person-in-charge

- ****Hayden, Ashley, Ava**

Details of the Event

Proposed Event Date	17/09/2019 (Thu)
Proposed Event Time	18:00 - 22:00
Proposed Event Venue	LG4 Common room 1+2 (TBC)
Proposed Target	HKUST Students
Proposed Charge	Members: \$35 Non-members: \$40 Walk-in: \$45
Proposed Number of Participants	84 (64 members, 5 non-members and 11 Executive Committee members)
Proposed Promotion Period	02/09/2019 (Mon) - 12/09/2019 (Thurs)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Leaflet, Notice Board

Warm Your Heart 「暖入你心」

Introduction

Mid-Autumn Festival is one of the most important Chinese traditional festivals. It is a great chance to share our solicitude to children in needs, especially those from broken family and orphan. Through making sweet rice dumplings and playing games with them, we can show our concern to the children.

Objectives

- To express our love and care to orphan and children from broken family
- To share the happiness of Mid-Autumn Festival and exquisite of Chinese traditional culture
- To raise the awareness of students towards children in needs

Supporting Organization

- Sai Kung Caritas Elderly Centre

Activity Rundown

- Purchasing ingredients for sweet rice dumplings (in advance by Executive Committee members)
- Briefing
- Ice-breaking games
- Arranging clients to participants
- Making sweet rice dumplings
- Games

Person-in-Charge

- ****Tommy**, Hayden

Details of Event

Proposed Event Date	28/09/2019 (Sat)
Proposed Event Time	13:00 - 17:00
Proposed Event Venue	Sai Kung Caritas Elderly Centre
Proposed Number of Participants	37 (25 members and 11 Executive Committee members)
Proposed Service Target	Orphan, Children from broken families
Proposed Promotion Period	13/09/2019 (Mon) - 28/09/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Hoodies Sale

Introduction

Hoodies with two different designs associated with the Society will be sold to members and HKUST students (non-members) in October, providing more choices of the Society's clothing.

Objectives

- To raise the members' sense of belonging to the Society and their sense of unity
- To promote the Society to non-members in HKUST

Person-in-Charge

- **MT, Hugo

Details of Event

Proposed Order Period	14/10/2019 (Mon) - 25/10/2019 (Fri)
Proposed Arrive Time of Hoodies	Late November
Proposed Distribution Period	Late November
Proposed Charge	Member: \$150 (without name) \$160 (with name) Non-member: \$160 (without name) \$170 (with name)
Proposed Target	HKUST Students
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram, Notice Board

Core Projects

Core Projects included
Core Project 1: Handicapped people
Core project 2: Solitary Elderly
Core project 3: New Arrivals
Core project 4: Autistic Children
Core project 5: Visually Impaired Persons

Core Project 1: Handicapped people

Objectives

- To provide an opportunity for participants to organize functions
- To let participants understand the difficulties of handicapped people
- To encourage a positive attitude towards disability and reduce bias
- To express love and care to handicapped people
- To raise awareness of "Barrier Free Environment"

Supporting Organization

- Hong Kong Federation of Handicapped Youth

Person-in-Charge

- **AL, Ashley

Details of Project

Proposed Event Period	05/10/2019 (Sat) - 09/11/2019 (Sat)
Proposed Event Venue	Hong Kong Federation of Handicapped Youth
Proposed Service Target	Handicapped People
Proposed Budget	\$1500
Proposed Number of Participants	20-25 Sub-Committee Members
Proposed Number of Clients	15-20
Proposed Promotion Period	During Orientation Week
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Details of Event 1: Briefing Session

Proposed Event Date	05/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30 (including preparation time)
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Training session given by the Centre Ice-breaking games hosted by the participants

Details of Event 2: Indoor Activity 1

Proposed Event Date	12/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking games 2. Handicrafts workshop 3. Refreshment

Details of Event 3: Indoor Activity 2

Proposed Event Date	19/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking games 2. Talent show 3. Food making 4. Handicrafts workshop 5 Refreshment

Details of Event 4: Indoor Activity 3

Proposed Event Date	02/11/2019 (Sat)
Proposed Event Time	11:00 - 16:00
Proposed Event Venue	TBC
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking games 2. Talent show 3. Food making 4. Handicrafts workshop 5. Refreshment

Details of Event 5: Outdoor Activity

Proposed Event Date	09/11/2019 (Sat)
Proposed Event Time	11:00 - 16:00
Proposed Event Venue	TBC
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. HKUST tour 2. Mass games 3. Talent show 4. Lunch in Chinese restaurant

Conclusion

Through organising various events for the handicapped people, we hope that participants would gain more understanding and be more respectful towards the needy, hence building up empathy. In addition, we hope that participants would become more willing to lend a helping hand to those who are in need.

Core Project 2: Solitary Elderly

Objectives

- To better understand the needs and difficulties of our service target
- To have empathy when taking care of our elder family members and even the elderly outside
- To let the solitary elderly served feel love and warmth
- To maintain a healthy friendship among the solitary elderly and the Sub-Committee

Supporting Organization

- Haven of Hope District Elderly Community Centre (Sheung Tak Centre)

Person-in-Charge

- ****Ava**, Issac

Details of Project

Proposed Event Period	05/10/2019 (Sat) - 09/11/2019 (Sat)
Proposed Event Venue	Haven of Hope District Elderly Community Centre (Sheung Tak Centre)
Proposed Service Target	Solitary Elderly
Proposed Budget	\$1500
Proposed Number of Participants	20-25 Sub-Committee members
Proposed Number of Clients	10-15
Proposed Promotion Period	During Orientation Week
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Details of Event 1: Briefing Session

Proposed Event Date	05/10/2019 (Sat)
Proposed Event Time	13:00 - 16:00
Proposed Event Venue	Centre, Home of the Elderly
Proposed Number of Participants	10-15
Proposed Content	Briefing and introduction by centre Short home visit

Details of Event 2: Home Visit

Proposed Event Date	12/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre, Home of the Elderly
Proposed Number of Participants	10-15
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Chatting with the elderly 2. Sending gifts to the elderly 3. Help clean-up of the home of the elderly

Details of Event 3: Indoor Activity

Proposed Event Date	19/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	10-15
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking 2. Mass games 3. Performance 4. Refreshment

Details of Event 4: Home Visit 2

Proposed Event Date	02/11/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre, home of the elderly
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Chatting with the elderly 2. Sending gifts to the elderly 3. Help clean-up of the home of the elderly

Details of Event 5: Outdoor Activity

Proposed Event Date	09/11/2019 (Sat)
Proposed Event Time	11:00 - 16:00
Proposed Event Venue	TBC
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Interactive games 2. Picnic with the elderly 3. Exploring nature 4. Sharing and tea 5. Debriefing

Conclusion

We hope that the events can bring love to the elderly and enhance their self-esteem. They can then understand their values to the young and society. At the same time, we can emphasize the problem of solitary elderly to the volunteers to enhance their awareness towards solitary elderly and social service.

Core Project 3: New Arrivals

Objectives

- To show love and care to new arrivals
- To provide an opportunity for Sub-Committee to cooperate with their counterparts
- To encourage Sub-Committee to give back to society by doing social service
- To eliminate the bias towards new arrivals by knowing more about them

Supporting Organization

- Windshield Charitable Foundation Social Service

Person-in-charge

- ****Hayden, Ivan**

Details of project

Proposed Event Period	05/10/2019 (Sat) - 09/11/2019 (Sat)
Proposed Event Venue	Center and HKUST
Proposed Service Target	New arrivals
Proposed Budget	\$1500
Proposed Number of Participants	20-25 Sub-Committee members
Proposed Number of Clients	15-20
Proposed Promotion Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Details of Event 1: Briefing Session

Proposed Event Date	05/10/2019 (Sat)
Proposed Event Time	13:00 - 15:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Briefing session by staff from organization (trainings and safety precaution)

Details of Event 2: Indoor Activity 1

Proposed Event Date	12/10/2019 (Sat)
Proposed Event Time	14:00 - 16:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking games 2. Refreshment 3. Picnic

Details of Event 3: Indoor Activity 2

Proposed Event Date	19/10/2019 (Sat)
Proposed Event Time	14:00 - 16:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Artwork 2. Food Making 3. Refreshment

Details of Event 4: Indoor Activity 3

Proposed Event Date	02/11/2019 (Sat)
Proposed Event Time	13:00 - 15:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Warm up games 2. Mass game 3. Refreshment

Details of Event 5: Outdoor Activity

Proposed Event Date	09/11/2019 (Sat)
Proposed Event Time	13:00 - 16:00
Proposed Event Venue	TBC
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. HKUST tour 2. Mass games 3. Talent show 4. Lunch in Chinese restaurant

Conclusion

Throughout this event, Sub-Committee members are allowed to learn how to organize an activity. Also, we hope that participants can find doing social work interesting and enjoyable and would do more in the future. To new arrivals, they can feel being cared and respected by local people, enhancing their sense of belonging to Hong Kong.

Core Project 4: Autistic Children

Objectives

- To help autistic children in society by sharing the warmth and care
- To increase members' knowledges on holding voluntary events
- To cease the misunderstanding of our members to the autistic children

Supporting Organization

- Autism Partnership Foundation (TBC)
- Society for the Welfare of the Autistic Persons (TBC)

Person-in-Charge

- ****Hugo, Tommy**

Details of Project

Proposed Event Period	05/10/2019 (Sat) - 09/11/2019 (Sat)
Proposed Event Venue	HKUST, Service Centre
Proposed Service Target	Autistic Children
Proposed Budget	\$1500
Proposed Number of Participants	20-25 Sub-Committee Members
Proposed Number of Clients	15-20
Proposed Promotion Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Details of Event 1: Briefing Session

Proposed Event Date	05/10/2019 (Sat)
Proposed Event Time	13:00 - 16:00
Proposed Event Venue	Centre
Proposed Number of Participants	20 -25
Proposed Content	Briefly introduce the upcoming events to Sub-Committee members Trainings provided by centre

Details of Event 2: Indoor Activity 1

Proposed Event Date	12/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Planned by the Sub-Committee members Suggested plans: 1. Ice-breaking games 2. Mass game

Details of Event 3: Indoor Activity 2

Proposed Event Date	19/10/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Planned by the Sub-Committee members Backup Plans: 1. Warm up game 2. Mass games (Drawings, simple board games) 3. Refreshment

Details of Event 4: Indoor Activity 3

Proposed Event Date	02/11/2019 (Sat)
Proposed Event Time	14:00 - 16:30
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Planned by the Sub-Committee members Backup Plans: 1. Warm up game 2. Mass games (Nostalgic games) 3. Refreshment

Details of Event 5: Outdoor Activity

Proposed Event Date	09/11/2019 (Sat)
Proposed Event Time	11:00 - 16:00
Proposed Event Venue	TBC
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. HKUST tour 2. Mass games 3. Talent show 4. Lunch in Chinese restaurant

Conclusion

By completing the Sub-Committee program, we hope the members can have a try on organizing and operating volunteering activities. At the same time, the members can have a better understanding of the autistic children by approaching them directly, which in hope can erase social misunderstanding about this group of minorities.

Core Project 5: Visually Impaired Persons

Objectives

- To provide a chance for freshmen to understand the daily life and difficulties of visually impaired persons
- To provide an opportunity for participants to organize Sub-Committee activities
- To encourage participants to regularly participate in social service
- To reduce the misunderstanding and bias towards visually impaired persons
- To express our love and support to visually impaired persons

Supporting Organization

- Hong Kong Federation of the Blind (TBC)
- Hong Kong Blind Union (TBC)
- The Hong Kong Society for the Blind (TBC)

Person-in-charge

- **MT, Wing

Details of Project

Proposed Event Date	06/10/2019 (Sat) - 10/11/2019 (Sat)
Proposed Event Venue	Centre and HKUST
Proposed Service Target	Visually impaired or blind persons
Proposed Budget	\$1500
Proposed Number of Participants	20-25 Sub-Committee members
Proposed Number of Clients	15-20
Proposed Promotion Period	02/09/2019 (Mon) - 13/09/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Details of Event 1: Briefing Session

Proposed Event Date	06/10/2019 (Sat)
Proposed Event Time	09:00 - 13:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	Introduction and briefing by centre

Details of Event 2: Indoor Activity 1

Proposed Event Date	13/10/2019 (Sat)
Proposed Event Time	09:00 - 13:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Ice-breaking games 2. Crafting workshop 3. Chit-chat time 4. Refreshment time

Details of Event 3: Indoor Activity 2

Proposed Event Date	20/10/2019 (Sat)
Proposed Event Time	09:00 - 13:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Mass games 2. Chit-chat time 3. Refreshment time

Details of Event 4: Indoor Activity 3

Proposed Event Date	03/11/2019 (Sat)
Proposed Event Time	09:00 - 13:00
Proposed Event Venue	Centre
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. Mass games 2. Chit-chat time 3. Refreshment time

Details of Event 5: Outdoor Activity

Proposed Event Date	10/11/2019 (Sat)
Proposed Event Time	11:00 - 17:00
Proposed Event Venue	HKUST
Proposed Number of Participants	20-25
Proposed Content	To be planned by Sub-Committee members Backup plans: 1. HKUST tour 2. Mass games 3. Talent show 4. Lunch in Chinese restaurant

Conclusion

After implementing this core project, we hope that the participants can understand the obstacles faced by the visually impaired. Furthermore, this can develop their sense of sympathy of students through caring the visually impaired, bringing this kind of passion to lend the helping hand to the one in need.

Charity Sale

Introduction

Charity Sale is an activity that raise money by selling different goods in the Hong Kong University of Science and Technology campus, including dolls, stationary, candies and sponsored goods. The event will be hosted for five days in a week. The raised proceeds, after deduction of the cost, will be wholly donated to charity organization for charity purpose.

Objectives

- To help local community by raising money for a local charity organization
- To arouse public's compassion and enthusiasm towards charity services
- To encourage HKUST members to engage in charity work

Supporting Organization

- ORBIS

Person-in-Charge

- **Issac, AL

Details of Event

Proposed Event Period	04/11/2019 (Mon) - 08/11/2019 (Fri)
Proposed Event Time	08:45 - 18:00
Proposed Event Venue	Academic Concourse
Proposed Target	HKUST Students
Proposed Promotion Period	21/10/2019 (Mon) - 01/11/2019 (Fri)
Volunteer Recruitment Period	21/10/2019 (Mon) - 01/11/2019 (Fri)
Proposed Promotion Method	Poster, Facebook, ITSC Email, Instagram, Counter, Notice Board

The Pet Guardian 「毛孩守護者」

Introduction

Every year, there are around 10,000 dogs and puppies are destroyed. A lot of them are family pets that have been abandoned on the street or in country parks, while others have been performed animal euthanasia. Many are puppies that are the result of irresponsible owners or born to be abandoned or stray dogs. Also, the recent situation of giving up animals is serious. A correct and moral decision should be made before bringing animals home.

Objectives

- To instill students' mindset of protecting and respecting animals
- To give HKUST students a chance to try taking care of abandoned animals and raise their empathy towards these animals
- To provide a chance for members to handle pets
- To express our love and care to abandoned animals

Supporting Organization

- Hong Kong Dog Rescue (HKDR)

Activity Rundown

- Orientation talk
- Cleaning
- Dog walking
- Introducing abandoned animals for public attention

Person-in-Charge

- ****Ava**, Issac

Details of Event

Proposed Event Period	09/11/2019 (Sat)
Proposed Event Time	09:00 - 13:00
Proposed Event Venue	Hong Kong Dog Rescue Tai Po Homing Centre
Proposed Target	HKUST Students
Proposed Charge	\$50 (Deposit)
Proposed Number of Participants	16 (14 participants and 2 Executive Committee members)
Proposed Dress Code	Society T-shirt
Proposed Promotion Period	21/10/2019 (Mon) - 08/11/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Warm Winter 「這個冬天不太冷」

Introduction

Before the Christmas Eve, members of the Society will spend their time going to community centre with the people from low-income family. Members will help to take care of them and have fun during the visit. They can feel the warmth brought by our members through making food together.

Objectives

- To let our members understand the difficulties of low-income livings
- To have a better understanding of the people from low-income family
- To be more considerate and sympathetic

Supporting Organization

- HKFYG Jockey Club Tseung Kwan O Youth S.P.O.T.

Activity Rundown

- Briefing
- Divide participants into groups
- Making food and buying presents for them

Person-in-Charge

- ****Hugo, Tommy**

Details of Event

Proposed Event Date	20/12/2019 (Fri) Alternative Date: 21/12/2019 (Sat)
Proposed Event Time	12:00 - 18:00
Proposed Event Venue	HKFYG Jockey Club Cheung Kwan O Youth S.P.O.T.
Proposed Target	Members and HKUST Students
Proposed Number of Participants	14 (12 students and 2 Executive Committee members)
Proposed Service Target	People from low-income family
Proposed Number of Service Target	26
Proposed Dress Code	Society Hoodie or hoodie with similar colour
Proposed Promotion Period	11/11/2019 (Mon) - 13/12/2019 (Fri)
Proposed Promotion Method	Poster, Counter, Facebook, ITSC Email, Instagram

Annual Journal

Introduction

In annual journal, there will be some reviews of all activities organized by the Society in 2019-2020, the feelings of being Executive Committee members, the experience sharing of organizing different functions and introduction of new cabinet in 2020-2021. By reading the annual journal, members can have a better understanding of the efforts the Society made to serve the unfortunates. Social consciousness of the university community towards society will be aroused.

Objectives

- To let members of the Society can have a better understanding of the activities of our cabinet in 2019-2020
- To record a lot of unforgettable moments in 2019-2020
- To enhance members' sense of belonging to the Society
- To express the feelings of being Executive Committee members
- To introduce the new cabinet in 2020-2021

Content highlights

- Review of activities
- The feelings of being Executive Committee members
- Society's prospect
- Introduction of new cabinet in 2020-2021
- Photos and videos taken in activities

Person-in-Charge

-**Wing, MT

Details of Event

Proposed Publication Date	During Polling Period
Proposed Forms of Publication	Softcopy, Hardcopy
Proposed Number of Hard Copies	300
Proposed Number of Distributed Welfare Product	300
Proposed Distribution	1. Distribute hard copies to members 2. Send soft copy to members via ITSC Email
Proposed Promotion Period	03/02/2020 (Mon) - 07/02/2020 (Fri)
Proposed Promotion Method	Facebook, ITSC Email, Official Website

Contact List

Full Name (English)	Position	Phone no.	Email
Sin Hon Lok	Chairperson	69370526	hlsin@connect.ust.hk
Ng Nam Lok Zeno	Internal Vice-Chairperson	90786118	hftng@connect.ust.hk
Lai Chit Him	External Vice-Chairperson	56067318	chlaiaa@connect.ust.hk
Leung King Chi Ashley	Internal and Human Resources Secretary	59179541	kcaleung@connect.ust.hk
Li Sze Wai	External Secretary	60405585	swliaa@connect.ust.hk
Lai Pok Man	Financial Secretary	64350247	pmlaiaa@connect.ust.hk
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So Tsun Hang	Marketing and Promotion Secretary	66053188	thsoaa@connect.ust.hk
Ng Wing Sum	Publication Secretary	92087751	wsngag@connect.ust.hk
Yip Chi Chun	Welfare and General Secretary	98189023	ccyipad@connect.ust.hk
Kam Siu Ho	General Secretary	97621292	shkam@connect.ust.hk

Promotion - Division of Labour

MT	Hugo
<ul style="list-style-type: none"> ● Members' Gathering Backdrop ● Easter with You Poster ● Service Trip to Mongolia Banner ● Service Trip to Mongolia Pull-up Banner ● Service Trip to Mongolia Wallpaper ● Service Trip to Mongolia Booklet Cover ● Orientation Camp Helper Poster ● Orientation Camp DSE Profile Picture ● Orientation Camp Welcome Fair Profile Picture ● Orientation Camp Welcome Fair Poster ● Orientation Camp Welcome Fair Leaflet ● Orientation Camp Welcome Fair Booklet Cover ● Orientation Camp Booklet Cover ● Orientation Camp Bag ● Orientation Camp Tee ● Orientation Week Poster ● Orientation Week Leaflet ● Orientation Week Society Paper ● Orientation Week Society Tee ● Orientation Night Poster ● Warm Your Heart Poster ● Hoodie Sale Notice Board ● Hoodie Sale Hoodie Design ● Charity Sale Profile Picture ● Charity Sale Backdrop ● Information Session Poster ● Informative Session Wallpaper ● Warm Winter Poster ● Annual Journal Booklet 	<ul style="list-style-type: none"> ● Members' Gathering Poster ● Rabbits in Wonderland Poster ● Service Trip to Mongolia Poster ● Service Trip to Mongolia Leaflet ● Service Trip to Mongolia Tee ● Service Trip to Mongolia Review Booklet Cover ● Service Trip to Mongolia Promotion Video ● Orientation Camp Profile Picture ● Orientation Camp Helper Notice Board ● Orientation Camp DSE Wallpaper ● Orientation Camp Welcome Fair Wallpaper ● Orientation Camp Campfire Video ● Orientation Camp Video ● Orientation Camp Exco Video ● Orientation Week Society File Design ● Orientation Week Welfare ● Orientation Week Notice Board ● Orientation Night Profile Picture ● Orientation Night Backdrops ● Hoodie Sale Wallpaper ● Hoodie Sale Poster ● Charity Sale Decoration ● Information Session Profile Picture ● The Pet Guardian Poster ● Annual Journal Welfare Design
Wing	
<ul style="list-style-type: none"> ● Orientation Camp booklet ● Newsletter of Orientation Week 	