



**Retail Technology Adoption Assistance Scheme for  
Manpower Demand Management (ReTAAS)**

**Annual Report 2014-15  
(Executive Summary)**

**Prepared by the Secretariat of ReTAAS**

1. The four objectives set out in the Annual Implementation Plan 2014-15 (Annual Plan) were achieved. They are reviewed as follows.

#### **(A) Setting Up a Secretariat**

2. A Secretariat was formed, which actually started running before December 2014 for the preparation of the rolling out of the Scheme. After a review of manpower requirements, the Secretariat was reinforced by involving a Director on a part-time basis. A consultant originally planned to work full-time for ReTAAS provided part-time support.

#### **(B) Supporting the Vetting Committee (VC)**

3. The Secretariat briefed the VC on the meeting arrangements and measures to avoid conflict of interests. Moreover, the Secretariat supported the VC in providing administrative services, drafting papers and documents, screening applications, etc.

#### **(C) Processing Applications**

4. A total of 51 applications were received by the deadline of 31 January 2015. Of them, three were not ready for submission to the VC's meeting on 26 February 2015 because of insufficient supporting documents. They would be processed together with the next batch of applications for consideration at the 2<sup>nd</sup> VC meeting scheduled for late May 2015.

#### **(D) Publicity**

5. Publicity of ReTAAS started with the launching ceremony held on 1 December 2014. Advertisements with highlights of the launching ceremony were placed on four local newspapers and one online news media. In addition, the Secretariat organised or co-organised 14 ReTAAS briefing sessions, seminars and expo. The Secretariat also participated in events organised by trade associations, the Government and other organisations.

6. Moreover, a website of ReTAAS was launched on 1 December 2014, and a promotion video of ReTAAS was produced. The Secretariat also handled 238 and 43 enquiries through a hotline and email account respectively.