

## **RAGA Minutes**

### **SwissCham South China Regional General Assembly 2024 in Shenzhen**

**Date:** March 16, 2024

**Location** Bar BRUMA, Shenzhen Futian District

#### **RAGA Agenda**

17:30 – 18:00 Start Registration for RAGA **SwissCham** South China

18:00 – 18:05 Welcome Address by President Stephan Stalder

18:05 – 18:45 Start RAGA 2024

Introduction by President

Misc. Administrative Matters

Approval of 2023 RAGA Minutes

2023/2024 Annual Activity Report by President

2023/2024 Accounts & Financial matters

Discharge of the Board

Elections

Miscellaneous - Questions & Answers

**End:** 18:45

## **Agenda / Details**

### **Agenda Point 1: Welcome Address**

Mr. Stephan Stalder (President SwissCham South China) welcomed all members and guests at the RAGA 2024. A special welcome has been extended to Mr. Philippe Praz, Consul General of Switzerland in Guangzhou and to Mr. Martin Mueller, Honorary National Chairman of SwissCham China.

### **Agenda Point 2: Misc. administrative Matters**

The Acting President SwissCham South China opens the RAGA at 18:00. No application to change the agenda have been raised by the attendees of the GA.

The agenda is accepted unanimously by the assembly

#### **2.1 Review of Members' RAGA Votes and Quorum Confirmation**

The counter conducted an actual counting and confirmed that out of 19 attendees altogether 11 attendees have voting rights. The total of votes present at the GA are 11.

Up to this date, SwissCham Guangzhou has 19 members with voting rights.

A valid quorum of at least 33.3% of attending members with voting rights was achieved.

Quorum = 6

2.2 Appointment and Approval on the President of the Day Mr. Philippe Praz is approved as the President of the Day by acclamation.

2.3 Appointment and Approval of one Vote Counter for the RAGA: Mr. Lucas Li, Office Manager at SwissCham South China, was proposed. He is approved by acclamation.

### **Agenda Point 3: Approval of the 2023 RAGA Minutes**

The minutes of the RAGA 2023 were sent out by mail and published on our website The GA approved the RAGA 2023 minutes with no objections and by acclamation.

### **Agenda Point 4. 2023/2024 Member Overview and Annual Activity Report by President**

The President SwissCham South China Mr. Stephan Stalder presents the membership overview, and activities report to the GA

2024 total 74 members

16	Corporate
4	Associate
10	Individual
44	National

**Activities 2023** (in cooperation with Swiss Consulate, other chambers and associations)

2023/2/16	[Webinar] China Economic Outlook with Credit Suisse
2023/3/7	[Webinar] Highlights of Customs and Tax Compliance for Cross-border Royalty Payments
2023/4/1	SwissCham South China Regional Annual General Assembly 2023 (RAGA) & NAGA
2023/5/17	Interchamber Drink Shenzhen
2023/5/24	Interchamber Drink Guangzhou
2023/6/30	Greater Bay Area Sino-Swiss Economic Forum 2023
2023/8/6	Swiss National Day
2023/8/24	SwissCham Company Visit to Lonza Guangzhou
2023/9/13	Interchamber Drink Shenzhen
2023/9/20	Interchamber Drink Guangzhou
2023/10/19	Foshan Autumn Drink
2023/11/9	Interchamber Drink Shenzhen
2023/11/15	Interchamber Drink Guangzhou
2023/11/25	SwissCham Fondue Night
2023/12/9	SwissCham Christmas Party

**Activity Forecast 2024/25**

2024/3/16	SwissCham South China RAGA, Shenzhen
2024/3/25	SwissCham NAGA, Beijing
2024/3/29	Shenzhen University Visit, Shenzhen
2024/3/27	InterChamber Networking Drinks SZ
2024/4/9	InterChamber Networking Drinks GZ
2024/5	SwissCham South China Member's Company Visit
2024/6	Swiss VPET Exhibition & Forum
2024/7	SwissCham South China Member's Company Visit
2024/8/1	Swiss National Day Celebration
2024/9	InterChamber Networking Drinks GZ & SZ
2024/11	InterChamber Networking Drinks GZ & SZ
2024/11	SwissCham Fondue Night in SZ
2024/12	SwissCham Christmas Party in GZ

Agenda Point 5: 2023/2024 Accounts & Financial Matters

Our Treasurer Mr. David Wu presented the treasury report for 2023.

- 1. The accounts of 2023 were duly audited by Beijing Zhong Heng Kuai Shen Zi Firm.
- 2. 2023 Audit Report was sent out to members in the run-up to the RAGA.
- 3. No question being raised. No rejection was observed.

5.1. Comparison of Budget 2023 to Audited

SWISSCHAM SOUTH CHINA					
		2024 Budget Assumptions (AGGRESSIVE, BALANCED)	2023 BUDGET APPROVED	Actual 2013.12.31 Audited	% of 2023 Audited
1. Income					
	Membership fees of Guangzhou of Current Year 会费收入(本地)	Assuming 10% increment collection of 2023 Membership Fees	74,000.00	74,917.24	101%
	Membership fees sharing from National Level (会费收入: 北京/上海)	Assuming 17% increment collection of 2023 sharing from Beijing and Shanghai	30,000.00	53,990.58	180%
	Income from Events and provision of services 提供活动服务收入	Income from various events hosted in 2024 (Intercham, fly visit, fondue, etc)	40,000.00	55,661.77	139%
	Income from sales of goods (e.g. SwissCham members' books)				
	Subsidy from Government 政府补贴收入				
	Income from Sino-Swiss GBA forum 中瑞经济论坛(大湾区、东莞)	Sponsorship of GBS Forum	30,000.00	213,186.78	711%
	Other income 其他收入	Bank interest net of bank charges		433.21	
Total Income			174,000.00	398,189.58	229%
2. Expenses					
a/	Business Activities Costs 业务活动成本		137,000.00	389,686.55	284%
	Wages and Salaries 工资薪金	Remuneration for Office Manager	100,000.00	78,511.20	79%
incl:	Event Expenses 活动支出	Gross expenses (for RAGA/NAGA, interchambers,fondue, etc)	35,000.00	31,082.50	89%
	Event Expenses 活动支出 for GBA	For GBA		277,802.75	
	Magazine cost (the Bridge Magazine) 杂志成本	Zero issue in 2024	-		
	Taxes and surcharges 税金	Tax of Fapiao issued in 2023 paid to Beijing and other taxes / fees	2,000.00	2,290.10	115%
b/	Administrative expenses 管理费用		49,500.00	26,563.87	54%
incl:	Legal person cost 法人费用	For sharing of Beijing's legal rep costs	6,000.00	3,319.48	55%
	Printing costs 打印费	Printing business cards, banners and pop up, etc	2,000.00	-	0%
	Entertainment expenses 招待费	Costs incurred for Board Meetings and other Entertainment	2,500.00	638.00	26%
	Web hosting 网站费用	Web hosting and other internet related expenses	10,000.00	2,622.80	26%
	Office expenses 办公费	Office expenditures	10,000.00	7,209.59	72%
	Postage and courier 快递费	For courier charges: South China and Beijing	2,000.00	-	
	Auditing fees 审计费	Payable to Beijing auditor	5,000.00	4,724.00	94%
	National level sharing 总公司管理费	Sharing of other Admin cost of Beijing	8,000.00	7,050.00	88%
	Conference / business meeting expenses 会议费	Business meeting /calf/Lunch	2,000.00		
	Traveling expenses 差旅费用	for Directors and Office Manager travelling and transportation	2,000.00	1,000.00	50%
c/	Financing costs 筹资成本	Bank charges / handling fees, etc	500.00	334.50	67%
d/	Other costs and expenses 其他费用	Other misc and contingencies	20,000.00		0%
Total Expenses			207,000.00	416,584.92	201%
3. The Restricted new asset transfer to unrestricted					
4. Change of net assets		Profit / (Loss)	(33,000.00)	(18,395.34)	56%

5.2 Presentation and approval of 2022 Audit Report

Swiss Chinese Chamber of Commerce	Audit Report
South	Zhongheng Shen Zi (2024) No.20001
Audit Report for 2023	Swiss Chinese Chamber of Commerce:
Zhongheng Kuai Shen(2024) No. 20001	I. Opinion
	We have audited the financial statements of Swiss Chinese Chamber of Commerce South (hereinafter referred to as "the Chamber"), including the balance sheet on December 31, 2023, the income statement, cash flow statement and related notes to the financial statements for the year 2023.
	In our opinion, the attached financial statements have been prepared in accordance with the Accounting System for Non-Governmental Not-for-Profit Organizations in all major aspects, and fairly reflect the financial position of the Chamber on December 31, 2023 as well as the operating results and cash flow for the year 2023.
Audit Firm: Beijing Zhongheng Certified Public Accountant Co. Ltd Tel: 010-68876327	

## Income Statement

Prepared by: Swiss Chinese Chamber of Commerce South Office

Period: 2023

Unit: RMB Yuan

Items	Line	2022			2023		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
1. Income							
Include: Donation Income	1						
Membership fees income	2	113,427.02		113,427.02	128,907.82		128,907.82
Activities services income	3	24,897.32		24,897.32	268,848.55		268,848.55
Sales	4						
Government grant income	5						
Investment income	6						
Other income	9	687.15		687.15	433.21		433.21
<b>Total income</b>	<b>11</b>	<b>139,011.49</b>	<b>-</b>	<b>139,011.49</b>	<b>398,189.58</b>		<b>398,189.58</b>
2. Expenses							
A. Business activities cost	12	87,527.08	-	87,527.08	389,686.55		389,686.55
include: Wages and salaries	13	64,041.93		64,041.93	78,511.20		78,511.20
Activities, expansion and procurement costs	14	23,481.00		23,481.00	308,885.25		308,885.25
Depreciation	15						
Tax	16	4.15		4.15	2,290.10		2,290.10
B. Administration expenses	21	31,122.60		31,122.60	26,563.87		26,563.87
C. Financing costs	24	287.50		287.50	334.50		334.50
D. Other costs	28						
<b>Total expenses</b>	<b>35</b>	<b>118,937.18</b>		<b>118,937.18</b>	<b>416,584.92</b>		<b>416,584.92</b>
3. The restricted net asset transfer to unrestricted	40						
4. Changes in net assets (use "-" if decrease in net assets)	45	<b>20,074.31</b>		<b>20,074.31</b>	<b>-18,395.34</b>		<b>-18,395.34</b>

## Balance Sheet

Prepared by: Swiss Chinese Chamber of Commerce South Office

Dec 31, 2023

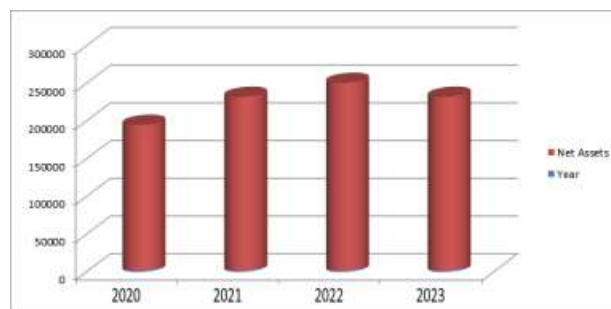
Unit: RMB Yuan

Items	Line	Opening	Ending	Items	L	Opening	Ending
Assets:				Current liabilities:			
Agency funds	1	246,898.09	224,114.39	Short-term loan	6		
1-term investments	2			Accounts payable	6		361.64
Accounts receivable	3	1,750.00	7,760.00	Payroll and employee	6		
Advances to suppliers	4			Tax payable	6		
Inventory	8			Receipts in advance	6		1,260.00
Prepaid expense	9			Accrued Expenses	7		
1-term debt due within one	15			Provisions	7		
1-term current assets	18			Current portion of	7		
<b>current assets</b>	<b>20</b>	<b>248,648.09</b>	<b>231,874.39</b>	Other current liabilities	7		
				<b>Total current liabilities</b>	<b>8</b>	<b>0.00</b>	<b>1,621.64</b>
Term investments							
1-term equity investments	21			Long-term liabilities			
1-term debt investment	24			Long-term borrowings	8		
<b>long-term investments</b>	<b>30</b>			Long-term payables	8		
				Other long-term liabilities	8		
Assets:				<b>Total Long-term liabilities</b>	<b>9</b>		
Fixed assets raw value	31						
Accumulated	32			Trustee agency debt			
Fixed assets-net value	33			Trustee agency debt	9		
Construction in progress	34						
Intangible and cultural assets	35			<b>Total Liability</b>	<b>1</b>	<b>0.00</b>	<b>1,621.64</b>
Fixed assets	40						
Net Assets:							
Unrestricted net assets				Unrestricted net assets	1	248,648.09	230,252.75
Restricted net assets				Including: Initial funding			
Total net assets				Retained earnings		248,648.09	230,252.75
Restricted net assets				Restricted net assets	1		
Total net assets				<b>Total net assets</b>	<b>1</b>	<b>248,648.09</b>	<b>230,252.75</b>
Total Liabilities And				<b>Total Liabilities And</b>	<b>1</b>	<b>248,648.09</b>	<b>231,874.39</b>

Representative:

Chief Financial Officer:

Head of Accounting Department:



### 5.3. Presentation and approval of Budget 2024/25

SWISSCHAM SOUTH CHINA							
				2024 Budget Assumptions (BALANCED)	Actual 2013.12.31 Audited	2024 BUDGET PROPOSAL	% of 2023 Audited
1. Income							
	Membership fees of Guangzhou of Current Year 会费收入(本地)			Assuming 10% increment collection of 2023 Membership Fees	74,917.24	82,500.00	110%
	Membership fees sharing from National Level (会费收入: 北京, 上海)			Assuming 17% increment collection of 2023 sharing from BJ and SH	53,990.58	63,000.00	117%
	Income from Events and provision of services 提供活动服务收入			Income from events in 2024 (Intercham, fly visit, fondue, etc)	55,661.77	20,000.00	36%
	Income from sales of goods (e.g. SwissCham members' books)						
	Subsidy from Government 政府补贴收入						
	Income from Sino-Swiss GBA forum 中瑞经济论坛 (大湾区、东莞)			Sponsorship of GBS Forum	213,186.78	-	
	Other income 其他收入			Bank interest net of bank charges	433.21	400.00	92%
Total Income					398,189.58	165,900.00	42%
2. Expenses							
a/. Business Activities Costs 业务活动成本					389,686.55	117,000.00	30%
	Wages and Salaries 工资薪金			Remuneration for Office Manager	78,511.20	90,000.00	115%
incl:	Event Expenses 活动支出			Gross expenses (for RAGA/NAGA, Interchambers,fondue, etc)	31,082.50	25,000.00	80%
	Event Expenses 活动支出 for GBA			For GBA	277,802.75	-	
	Magazine cost (the Bridge Magazine) 杂志成本			Zero issue in 2024			
	Taxes and surcharges 税金			Tax of Fapiao issued in 2023 paid to Beijing and other taxes / fees	2,290.10	2,000.00	87%
b/. Administrative expenses 管理费用					26,563.87	45,000.00	169%
incl:	Legal person cost 法人费用			For sharing of Beijing's legal rep costs	3,319.48	4,000.00	121%
	Printing costs 打印费			Printing business cards, banners and pop up, etc	-	500.00	
	Entertainment expenses 招待费			Costs incurred for Board Meetings and other Entertainment	638.00	1,500.00	235%
	Web hosting 网站费用			Web hosting and other internet related expenses	2,622.80	5,000.00	191%
	Office expenses 办公费			Office expenditures	7,209.59	5,000.00	69%
	Postage and courier 快递费			For courier charges: South China and Beijing	-	1,000.00	
	Auditing fees 审计费			Payable to Beijing auditor	4,724.00	5,000.00	106%
	National level sharing 总公司管理费			Sharing of other Admin cost of Beijing	7,050.00	11,000.00	156%
	Conference / business meeting expenses 会议费			Business meeting /cafe/Lunch		2,000.00	
	Traveling expenses 差旅费用			for Directors and Office Manager travelling and transportation	1,000.00	10,000.00	1000%
c/. Financing costs 筹资成本				Bank charges / handling fees, etc	334.50	500.00	149%
d/. Other costs and expenses 其他费用				Other misc and contingencies		3,000.00	
Total Expenses					416,584.92	165,500.00	40%
3. The Restricted new asset transfer to unrestricted							
4. Change of net assets				Profit / (Loss)	(18,395.34)	400.00	-2%

### Presentation and approval of membership fees 2024/25:

SwissCham South China last adjusted its membership fee in 2022.

#### Swiss Cham South China Annual Membership Fees

	Current	Proposed 2024
Corporate Swiss (Large) and Associate for non-Swiss	6,000 RMB	Unchanged
Corporate Swiss (Medium) and Associate for non-Swiss	4,500 RMB	Unchanged
Corporate Swiss (Small) and Associate for non-Swiss	3,000 RMB	Unchanged
Individual (Swiss and non-Swiss)	1,500 RMB	Unchanged

The membership fees have been approved by acclamation.

### Agenda Point 6: Discharge of the Board

Mr. Philippe Praz is presiding the GA for the discharge of the board. No objection regarding the discharge of the board was raised. The board is fully and unconditionally discharged by the GA by acclamation.

## Agenda Point 7: Elections

### 7.1 Election & approval of the new Board for 2024 / 2025 period

The Acting President Mr. Philippe Praz, Consul General of Switzerland in Guangzhou mentioned, in line with our Regional Bylaws, 8 out of 9 current Directors plus 1 new Director express their willingness to serve on the board of the Swiss Chinese Chamber of Commerce South China for the 2024 / 2025 term:

Name	Function	Term 2024/25
Martin Mueller	President	Election
Rao Fu	Vice-President	Election
David Wu	Director / Treasurer	Re-election
Stephan Stalder	Director	Re-election
Klaus Zenkel	Director	Re-election
Welcome Wong	Director	Re-election
Markus Rach	Director	Re-election
Bastien Ciocca	Director	Re-election
Chongling Nie	Director	Election(New)

All the above elections were unanimously agreed.

### 7.2 Election of the Auditors

Beijing Zhongheng Certified Public Accountant Co. Ltd is confirmed for 2024 audit.

## Agenda Point 8: Other points – Questions & Answers

SwissCham South China is thanking the representative of the Consulate General of Switzerland Mr. Mr. Philippe Praz, Consul General for their ongoing support and good collaboration.

Minutes were taken by Lucas Li.

**Stephan Stalder**



President **Swiss**Cham South China  
of 2023

**Martin Mueller**



Vice-President **Swiss**Cham South China  
of 2023