

Minutes of the Regional Annual General Assembly (RAGA) 2021

Date and time: March 12, 2021, 19:00 – 19:53 pm.

Venue: Swissotel Grand, 1 Yuyuan Road, Shanghai

Chair: Joe Liu (JL, President)

Participants: Felix Moesner (FM, Vice President)

Lucas Rondez (LR)

David Wang (DW)

Johnson Chen (JC)

Olivier Zehnder (OZ)

Peter Bachmann (PB)

Excused: Chen Liu (CL, Vice President, excused)

Andreas Hunziker (AH)

Paul Andersson (PA)

Roger Bischof (RB)

Minutes: Sabine Neuhaus (SN, Secretary)

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1. Welcome, Quorum Confirmation (JL)

- JL welcomes everyone
- 141 corporate members with voting right, 13 individual members, 154 voting members. Quorum is reached. There are 90 valid voting members present, of which 29 are proxies.
- Proposed President of the day OZ is approved.

2. Application for Changes of the Agenda

- No comments, agenda is approved.

3. Minutes of the last Regional Annual General Assembly

- No comments.

4. Activity Report of Board of Directors for 2020/2021 (JL)

- JL provides a membership overview
- JL provides Past event overview; 25 offline, 33 online events, 10 trainings
- There was a big increase in attendance of 70%
- The Board introduced committee changes to create synergies and offer better services (Corporate Services / Innovation-Digital-Sustainability / Machinery)
- Bridge: 1500 copies distributed in 2020
- Board attendance stable, 4 meetings since last election
- Office team: the goal is to expand to 6-7 employees (full time and interns), JL introduces SwissCham Team and thanks them for their great contributions.

5. Treasurer's Report and Auditor's Statement (FM for AH)

- FM thanks AH, Leah Ning and PB
- It was a solid year; memberships developing nicely. FM mentions service expansion with development zones. Last year there were less expenses, less FT staff and lower event expenses. This year, there are higher expenses for office space rent and other expenses because of more interns. There is a strong revenue stream because of membership fees and events. We can present a profit and a strong cash balance. SwissCham has a solid net asset foundation (higher than annual membership income).
- SwissCham received official auditor's statement for 2020.
- Treasurer report and auditor's statement are approved by SwissCham members by acclamation.

6. Outlook annual program 2021/2022 (JL)

- JL introduces new initiatives:
- Swiss Machining Seminar in BJ in cooperation with Swiss embassy and SwissMem, this shall become the 2nd large flagship event from SwissCham.
- New services: CEO/CFO dinner, more trainings, company visits
- Interview series with Executives from Swiss companies and Entrepreneurs
- The goal is to grow membership to 300 members by the end of 2022
- SwissCham wants to expand the cooperation with development zones and industrial parks
- JL mentions the membership benefit program

7. Budget 2021 (FM for AH)

- FM introduces the budget proposal. Membership fees will hopefully continue to grow. Magazine advertisements were reduced. Main events income: Swiss Ball; third Revenue stream with Development Zones; Expenses are increased because of two new FTEs, incl. Bridge, general admin expenses, audit fees;
- The Swiss Ball coming up on September 11, 2021.
- The net income will be kept in line with the previous years such as 2018 and before; we try to keep 2021 in that line. 2020 was an exceptional year.
- The budget 2021 is approved.

8. Discharge of Board (OZ)

- OZ acts as President of the day. The Board Members are discharged by acclamation.

9. Board and Election of Auditor 2021 (JL)

- Board elections: Propose to separate RAGA and election because due to Covid-19, SwissCham SHA had to postpone the RAGA 2020 from March to September. This change gave the Board only a short time to contribute; the Board's term is usually 1-year. We hold the RAGA in March as stipulated in our By-Laws and postpone the election to summer 2021. The Board can thereby honor their commitment to the chamber. The proposal is approved by acclamation.
- JL introduces the current Board.
- National Board proposes to appoint a new auditor; the company was founded 2005 in Beijing; among their customers is the Benelux Chamber. The costs are approximately the same as for the current auditor. New auditor is elected by acclamation.

10. AoA Changes (SN)

- SN introduces the background to the proposed AoA changes.
- All proposed changes to the AoA are approved by acclamation.

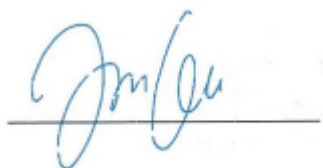
11. Varia (JL)

- Swiss Ball in Shanghai is coming up on September 11. Theme: Carnival Fiesta.
- The Board and office thanks the event sponsors of the RAGA 2021.

RAGA end: 19:53pm.

Shanghai, March 12, 2021

Chao (Joe) Liu
President of the Board



Sabine Neuhaus
Secretary of the Board



B. Appendices

- A. Attendance List
- B. Proxy List
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- F. Financial Report 2020
- G. Audit Report 2020
- H. Board of Directors 2021/22
- I. Budget 2021

Appendix A: Attendance List

RAGA Registration 12.03.2021					
No.	First Name	Last Name	Company	Proxy	Total
1	Olivier	Zehnder	Consul General of Switzerland	0	0
2	Joe	Liu	President SwissCham Shanghai	18	19
3	Felix	Moesner	Vice President SwissCham Shanghai	1	2
4	David	Wang	Board Member SwissCham Shanghai	0	1
5	Johnson	Chen	Board Member SwissCham Shanghai	0	1
6	Lucas	Rondez	Board Member SwissCham Shanghai	0	1
7	Sabine	Neuhaus	Board Member SwissCham Shanghai	7	8
8	Beijia	Li	On Behalf of Roger Bischof	0	0
9	Olivier	Suter	Individual Member	0	1
10	Juerg	Wyss	Abifor China	0	1
11	Becky	Zhou	AESA	0	1
12	Michelle	Dong	Agathon	0	1
13	May	Gong	Agathon	0	0
14	Xinkai	Wang	Agro-Electrical	0	1
15	Vera	Li	Asia Green Real Estate	0	1
16	Amanda	Han	Asian Risks	0	0
17	Hong	Lin	Atradius	0	0
18	Linda	Li	AXA China	0	0
19	Mike	Fu	Beijing YingKe Law Firm	0	0
20	Iris	Chen	Belimed	0	1
21	Lohalf	Lu	Benninger	0	1
22	Jemmy	Wu	Bertschi Logistics	0	1
23	David	Liu	Blaser	0	1
24	Sophia	Hooper	Bobst	0	1
25	Lei	Jing	Capital Equity Legal Group	0	1
26	Charles	Merkle	CBC	0	1
27	Lily	Zhang	CBC	0	0
28	Carolyn	Yu	CEFOC	0	0

29	Ronnie	Hu	Changshu EDZ	0	0
30	Luisa	Xue	Changshu EDZ	0	0
31	Haofeng "Edward"	Tang	China Merchants	0	0
32	Christian	Lorenz	CieCAS	0	1
33	Andy	Walti	Clariant	0	1
34	Xin	Xu	Credit Suisse	0	1
35	Joseph	Shi	Daetwyler	0	1
36	Erich	Reuss	DEHN	0	0
37	Patrick	Mueller	DrM	0	1
38	Paz	Mueller	DrM	0	0
39	Nicola	Melillo	EMS-CHEMIE	0	1
40	Pieder	Gieriet	EMS-CHEMIE	0	0
41	Alfred	Schenk	EPG	0	1
42	Alice	Wang	Fesco Adecco	0	1
43	Neo	Dong	FHNW School of Business	0	1
44	Eric	Zhai	FHNW School of Business	0	0
45	Thomas	Kuhn	Fracht	0	1
46	Michelle	Shen	Geberit	0	1
47	Ronald	Kwan	Omya	0	0
48	Sven	Serkowski	Grand Kempinski Hotel Shanghai	0	1
49	Alexandra	Nadbitova	Hannover Milano Fairs	0	0
50	Tom	Allen	Hilti	0	1
51	James	Huang	Huber+Suhner	0	1
52	Hilda	Zhang	Huber+Suhner	0	0
53	Carl	Zhong	Hupac	0	1
54	Sara	Zhou	Intercontinental Capital	0	0
55	Ben	Xia	Interroll Group	0	1
56	Ken	Li	IQAir	0	1
57	Hannah	Zhang	Jiaxing EDZ	0	0
58	Yanzhen	Lu	Jiaxing EDZ	0	0
59	Jora	Jiang	Jiaxing EDZ	0	0
60	Jia	Lu	Jiaxing EDZ	0	0
61	Yun	Yang	JunZeJun Law Offices	0	0
62	Karen	Yang	Kalsec	0	0
63	Werner	Schuppisser	Kambly	0	1
64	Christian	Daut	Komax	0	1
65	Michael	Bao	Les Roches Jin Jiang	0	1
66	Raymond	Kok	Luther Law	0	0
67	Wanlei	Shao	Luther Law	0	0
68	Jose	Chiu	M-Industry China (Migros)	0	1
69	Mercedes	Huang	M-Industry China (Migros)	0	0
70	Stanford	Lin	Nespresso	0	1
71	James	Chou	Microsoft	0	0
72	Francis	Vaillant	Sandoz	0	0

73	Yiyi	Zhu	Octave	0	0
74	Maggie	Deng	Octave	0	0
75	Lacey	Li	Oerlikon	0	1
76	Jean-Olivier	De Sauvage	Pacific Prime	0	0
77	Jacky	Xiu	REGO-FIX	0	1
78	Oswald	Fiegl	Rieter	0	1
79	Emon	Fiegl	Rieter	0	0
80	Claus	Karg	Roche	0	1
81	Pius S	Hornstein	Sanofi	0	0
82	Frederic	Mellinand	Schindler	0	1
83	Benny	Xu	Schuler Wine	0	1
84	Jun	Bai	Sécheron	0	1
85	Leo	Zhang	Sika	0	1
86	Felix	Engelhardt	SNB	0	0
87	Alexander	Leufgen	Stern Ingredients	0	0
88	Tingting	Peng	STU	0	1
89	Kuno	Gschwend	Swiss Centers	3	4
90	Amy	Cao	Swiss Nobleness	0	1
91	Dr. Jiayun	Shen	Swiss Post	0	1
92	Elsia	Yin	Swiss Post	0	0
93	Claudia	Stahel	Swiss TV	0	0
94	Stefan	Guggisberg	Swiss Railway	0	0
95	Yanqing	Wyrsh	Swisscom	0	0
96	Emily	Zhang	Swissfloors	0	1
97	Christine	Fang	SwissRe	0	1
98	Grace	Gao	Switzerland Tourism	0	1
99	Carrie	Jin	Taicang IPB	0	0
100	Lily	Chen	Taicang IPB	0	0
101	Charles	Li	Taicang IPB	0	0
102	Michael	Tan	Taylor Wessing	0	0
103	Stefan	Deng	Temca	0	0
104	Lu	Scofield	Urma	0	1
105	Ryann	Zhao	UST	0	0
106	Jojo	Ying	Victorinox	0	1
107	Winnie	Xu	Victorinox	0	0
108	Allen	Huang	Vitra	0	1
109	Yaqi	Liu	Wenfei	0	1
110	Xiaoxi	Hu	Wenfei	0	0
111	Shuo	Xu	Wintool	0	1
112	Bei	Guan	Xuantai	0	1
113	Lejun	Yu	Zhejiang Dushan Port EDZ	0	0
114	Siyang	Qian	Bank of Communications	0	0
115	Qian	Zhang	Changzhou CND	0	0
116	Olivia	Liang	Eden	0	0

117	Jerome	Feutelais	Epique	0	0
118	Andre	Gisiger	GloCoach	0	0
119	Jenny	Tsang	Glocoach	0	0
120	Toby	Wah	InterMax	0	0
121	Lynn	Zhang	Invest Shanghai	0	0
122	Benjamin	Zeng	Jasgo Group	0	0
123	Amy	Gong	La Prairie	0	1
124	Tingting	Cao	Merck	0	0
125	Mike	Perris	Winson Capital	0	0
126	Gordon	Gu	-	0	0
127	Lei	Shen	Nespresso	0	0
128	Jimmy	Xu	Nespresso	0	0

Appendix B: Proxy List

	First Name	Last Name	Company	Giving the vote to	IN total
1	Roger	Bischof	Individual Member	Andreas Hunziker	1
2	Christophe	Thuét	EFTEC	Felix Moesner	1
3	Andres	Batista	Individual Member	Joe (Chao) Liu	1
4	Chen	Liu	Weidmann	Joe (Chao) Liu	1
5	Chenyee	Loke	Mikron Tool	Joe (Chao) Liu	1
6	Christoph	Koepfel	Global Law	Joe (Chao) Liu	1
7	Jack	Wang	Medela	Joe (Chao) Liu	1
8	Jenny	Gu	Richemont	Joe (Chao) Liu	1
9	Markus	Beck	Fehlmann	Joe (Chao) Liu	1
10	Paul	Andersson	Firmenich	Joe (Chao) Liu	1
11	Philippe	Zwahlen	SST Consulting Limited	Joe (Chao) Liu	1
12	Reinhard	Buhrer	Hatebur	Joe (Chao) Liu	1
13	Shan	Liu	2-Ply	Joe (Chao) Liu	1
14	Tian	Xu	Eiger Law	Joe (Chao) Liu	1
15	Tim	Zhou	Datwyler	Joe (Chao) Liu	1
16	Wende	Jiang	Lamina	Joe (Chao) Liu	1
17	Yun	Hu	Zehnder	Joe (Chao) Liu	1
18	Oliver	Hammel	DKSH	Joe (Chao) Liu	1
19	Olivia	Wu	Swatch Group	Joe (Chao) Liu	1
20	James	Huang	Huber+Suhner	Joe (Chao) Liu	1
21	Lisa	Peng	STU (Jing Cui)	Joe (Chao) Liu	1
22	Nicolas	Musy	China Integrated	Kuno Gschwend	1
23	Walter	Wang	Leister	Kuno Gschwend	1

24	Weiping	Yu	LX Precision	Kuno Gschwend	1
25	Andreas	Hunziker	Lindt	Sabine Neuhaus	1
26	Daniel	Freiner	-	Sabine Neuhaus	1
27	Patrick	Rohner	Ferrum	Sabine Neuhaus	1
28	Daniel	Heusser	Virtuarch	Sabine Neuhaus	1
29	Veli	Polat	Lufthansa	Sabine Neuhaus	1
30	Yves	Hofer	Elma	Sabine Neuhaus	1

Appendix C: Invitation & Agenda



Program Rundown

6:30 PM - 7 PM	Registration
7 PM - 8 PM	Regional Annual General Assembly (RAGA)
8 PM - 9:30 PM	Buffet Dinner & Networking



Proxy Form

If you cannot attend the General Assembly, please fill in the proxy form below and return it to our office before Monday, March 9, 2021 by Email [mail to: events@sha.swisscham.org].

[SwissCham Raga Proxy Form 2021.docx](#)



Tickets

<u>First representative of a Member Company</u> Free	<u>Individual (Associate) Members</u> Free
<u>Member Ticket</u> RMB 250	<u>Non-member Ticket</u> RMB 350

RSVP Deadline: Please register by **March 10, 2021**

Appendix D: Minutes of RAGA 2020

Minutes of the Regional Annual General Assembly (RAGA) 2020

Date and time: September 04, 2020, 19:00 – 21:40

Venue: Sunrise on the Bund, 168 Gaoyang Road Rd, Shanghai

Chair: Chen Liu

Participants: Andreas Hunziker (AH)

Chen Liu (CL, Vice President, National Representative)

Felix Moesner (FM)

Joe Liu (JL)

Lucas Rondez (LR)

Sabine Neuhaus (SN)

Yaqi Liu (YL)

Olivier Zehnder (OZ)

Peter Bachmann (PB)

Excused: Alfonso Troisi (AT, President)

Marco Hasler (MH, National Representative)

Andreas Parpan (AP)

Roger Bischof (RB)

Minutes: Joe Liu (JL)

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1. Welcome, Quorum Confirmation, Election Vote Counter

- Quorum is reached. 40 valid vote member presenting. 47 Valid voting proxies.
- Proposed vote counters are approved: Daniel Heusser, Thomas Kuhn
- Proposed President of the day OZ is approved

2. Application for Changes of the Agenda

- No comments

3. Minutes of the last Regional Annual General Assembly

- No comments

4. Activity Report of Board of Directors for 2019/2020 (CL)

- Memberships: 2019 was a good year, 262 members, majority of corporate, updated members for year 2020 is 252, it is already good figure due to the situation of COVID-19.
- Over 70 events covering a wide range of topics. Business events: business amid the COVID-19 outbreak, corporate social credit system, compliance, labor law, IP issues, logistics, taxes, finance, entrepreneurship, Free Trade Agreement, E-commerce; plus several webinars and trainings.
- Visit to Development zones in Changzhou and Changshu. Company visits: Clariant, Eftec, GF Machining Solutions, Givaudan, Medela, Novartis, Plaston, Weidmann.
- Participation in the Economic Mission of the Consulate in Jiaying.
- Delegations from and visits to development zones and industrial parks: Changzhou, Changshu, Nantong, Jintan, Dushan Port, Jiaying, Suzhou. Industries zone member increased.
- Social: Swiss Drinks, Swiss Ball, Welcome back gatherings and Inter Chamber Mixers.
- Bridge: Circulation of 2,000 copies already, Distribution in Shanghai, Beijing, Guangzhou, Chongqing and Hong Kong. Available on the E-Library for passengers of Lufthansa and Swiss Air Lines.
- New Development Zone Directory, edition 2020: it covers city Shanghai and the province of Jiangsu and Zhejiang, over 100 entries, Distribution: Online via wechat, website, Email and newsletter 3,000 hard copies in China to foreign companies in fall, will see it soon.
- Committees and Activity Report: presenting 7 committees with chairs, Board Meeting Attendance, actively present and join the meeting.

5. Treasurer's Report and Auditor's Statement (AH)

- AH is introduced financial situation in 2019, in terms of income statement: best year of the membership fees, event income is higher due to the Ball and more events, total revenue achieved CNY 3,032,389. Expensed is in line with budget, net income achieved CNY 253,965.
- Balance sheet and the retained earnings are solid. RMB 1.4 million cash in the bank.
- Treasurer report and auditor's statement are approved by SwissCham members by acclamation.

6. Outlook annual program (CL)

- CL introduced new initiatives: Swiss Machining Seminar in April 2021 in Beijing, organized by the Machinery Committee in Shanghai. Expand our services for our members with new event formats (such as the recent CEO / CFO Dinner), trainings, introductions and personalized services for members.
- Acquire more members: Grow the membership to 300 by December 2021.
- Further expand cooperation with development zones and parks. Synergy created.
- Continue to grow the member benefit program with attractive offers.
- In order to achieve above performance, we will hire one more full-time employee to achieve the above.

7. Budget 2020 (AH)

- AH introduces the Budget 2020: the budget had been prepared before COVID-19, membership fees are in good level. Influence can also be the SwissBall has been delayed. Different scenario has been prepared. Profit of budget is CNY 84,165, so far it is seen achievable.
- Budget 2020 is approved by SwissCham members by acclamation.

8. Discharge and elections (OZ)

- OZ acts as President of the day
- OZ: Board Members are discharged by acclamation.
- Board Elections: All candidates are present.
- Board Members and new candidates introduce themselves
- Elected in the first round:
 1. RONDEZ Lucas, 75 votes; LIU Chao (Joe), 74; MOESNER Felix, 74; HUNZIKER Andreas, 73; LIU Chen, 72; ANDERSSON Paul, 70; BISCHOF Roger, 65; WANG David, 65; NEUHAUS Sabine, 48.
- Elected in the second round:
 1. CHEN Johnson, 29 votes
- Functions of Board members will be decided internally:
 - Vice President
 - Treasurer
 - Secretary
 - Committees

9. Election of Auditor 2021 (JL)

- Auditors are re-elected by acclamation

10. Varia (JL)

- Swiss Ball in Shanghai is coming up on October 31.
- The Board and office thanks the event sponsors of the RAGA 2020

RAGA end: 21.40

Shanghai, September. 04, 2020

Chao (Joe) Liu
Board Member and Minutes Taker



Chen Liu
Vice President of SwissCham Shanghai



Appendix E: Activity Report 2020/21

Activity Report: Membership Development

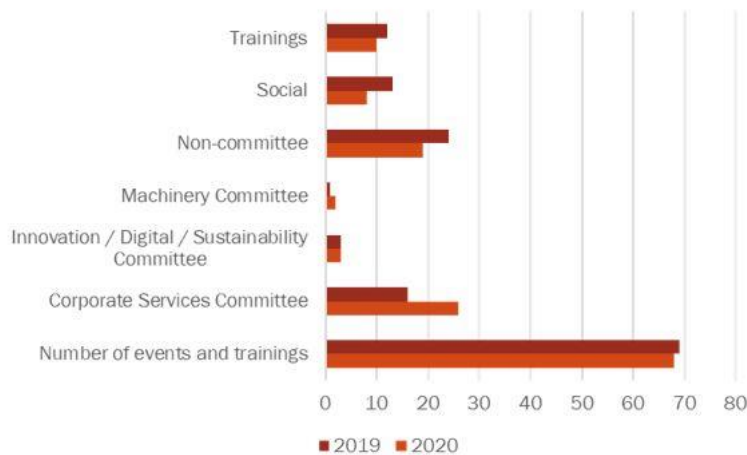
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As of Jan. 1.	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Corporate	130	136	135	130	139	150	160	180	152	157
Corp. Associate	18	24	27	44	55	58	63	61	85	81
Individual	31	29	28	26	20	17	13	15	11	12
Ind. Associate	6	8	6	8	8	8	5	5	4	6
YP	17	10	8	9	7	7	9	1	0	0
Total	202	207	204	217	229	240	250	262	252	256

Activity Report: Events, Webinars & Trainings

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Event Breakdown 2019 / 2020



25

Offline Events
(Incl. 7 collaborated Events)

33

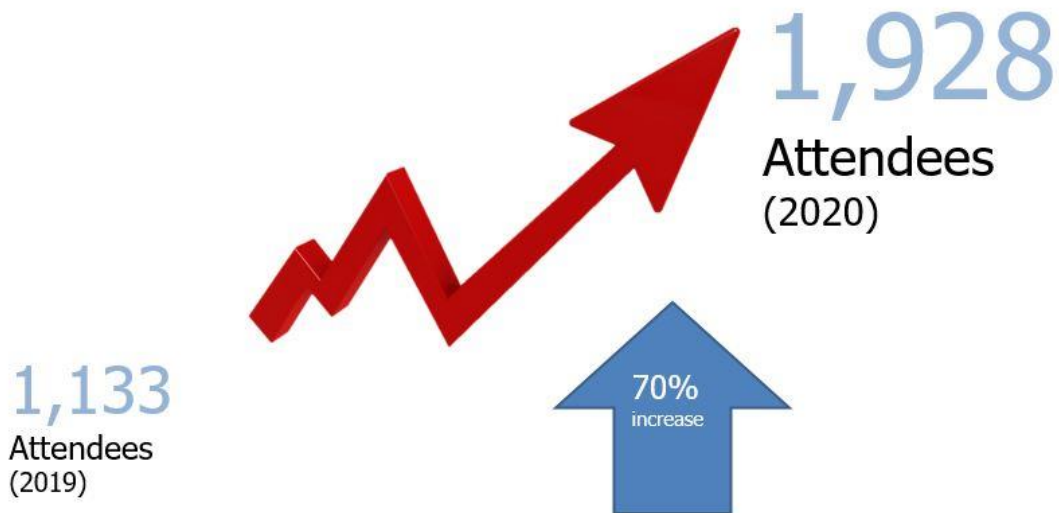
Webinars
(Incl. 6 collaborated Webinars)

10

Trainings

Activity Report: Events attendance increased

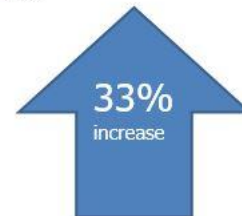
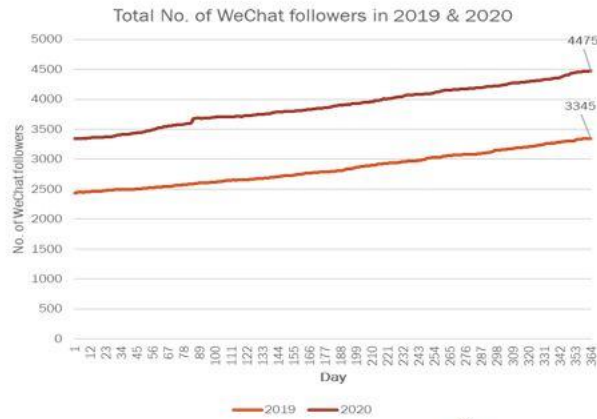
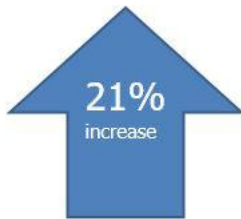
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Activity Report: Engagement with WeChat

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Year	Number of WeChat Posts sent
2019	1,468
2020	1,772



Activity Report: Rearrangement of Committees

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Previous Committees	New Committees	Board members in charge
Finance / Tax	Corporate Services	Chen Liu, Sabine Neuhaus, Andreas Hunziker, Roger Bischof
HR		
Legal		
SME		
-	Innovation / Digital / Sustainability	Felix Moesner, David Wang, Paul Anderson, Lucas Rondez
Machinery	Machinery	Joe Liu, Johnson Chen

Activity Report: Services / The Bridge Magazine

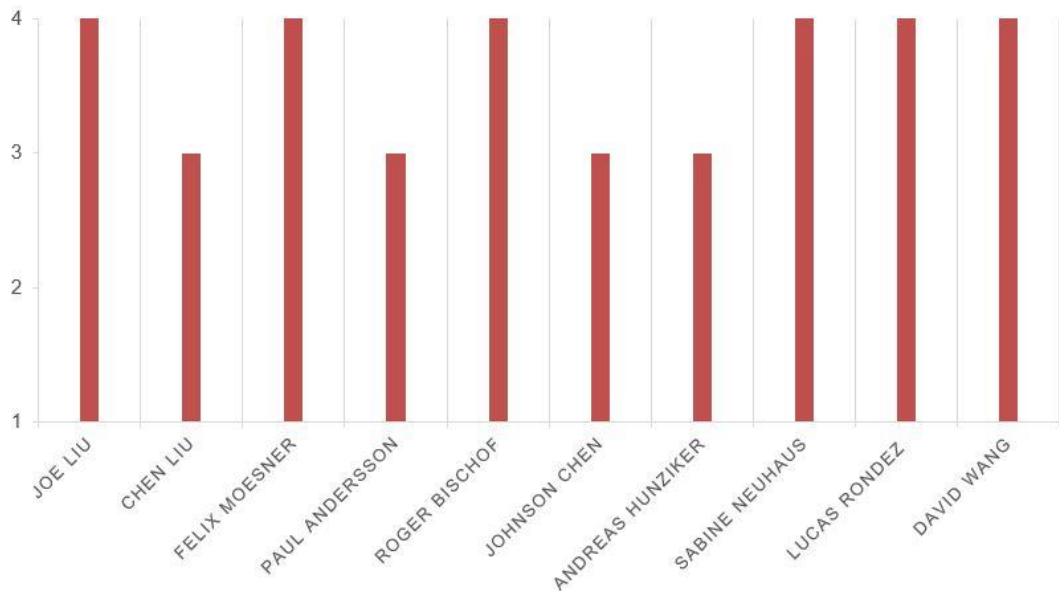
中国瑞士商会



- Circulation of 1,500 copies
- Distribution in Shanghai, Beijing, Guangzhou, Chongqing and Hong Kong
- Online version available
- Available on the E-Library for passengers of Lufthansa and Swiss Air Lines flights

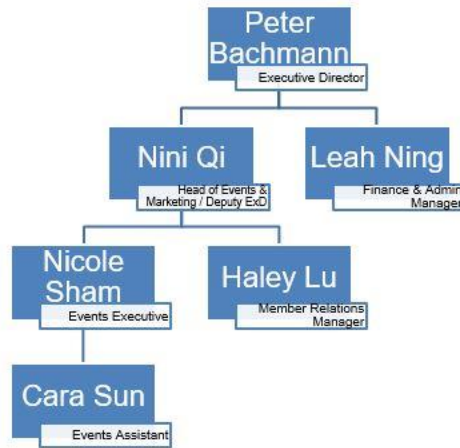
Activity Report: Board Meeting Attendance *

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* Board meetings since the last General Assembly in September 2020: 2 in 2020 and 2 in 2021

Activity Report: Office Team



Appendix F: Financial Report 2020

Income Statement as of December 31, 2020

P&L 2019	Actual full year 2019	Budget 2020	Actual full year 2020	Comments
REVENUE				
Membership fees	1,458,923	1,550,000	1,463,235	Slight increase compared to 2019
Magazine Advertisement	116,379	111,020	34,760	2 issues with less advertisements
Event income	1,297,992	1,513,000	1,414,867	Increase; includes the Swiss Ball
Products & Services Income	64,920	113,000	460,954	Large increase due to our new services for development zones
Sponsorships	94,175	110,000	-	Sponsorships are included in P&S income
Other Income	-	-	1494	
Total Revenue	3,032,389	3,397,020	3,375,310	
EXPENSES				
Personal Expenses	1,472,260	1,559,447	1,377,476	Lower due to less full-time staff
Event Expenses	833,941	1,155,500	928,002	Includes the Swiss Ball
Magazine Expenses	57,390	87,000	102,989	Includes expenses for a part of a 2019 issue: content, print, distribution
General & Administration Expenses	293,510	440,908	455,918	Higher due to an increase in office rent
Taxes	2,708	1,000	1,350	
Other Expenses	118,615	69,000	119,198	Higher due to more interns in our team
Total Expenses	2,778,424	3,312,855	2,984,933	
NET INCOME	253,965	84,165	390,377	

Balance Sheet as of December 31, 2020

ASSETS	2019.12.31	2020.12.31	LIABILITIES & CAPITAL	2019.12.31	2020.12.31
CURRENT ASSETS			CURRENT LIABILITIES		
Cash on hand	25,795	13,872	Short term loans		
Cash in bank	1,408,167	1,914,172	Notes payable		
Short term investments			Accounts payable		
Notes receivable			Deposits from customers	149,030	82,370
Accounts receivable	48,700	48,000	Other payable	40,997	6909
Other receivable	376,406	152,904	Accrued payroll	338,700	261,899
Less: Provision for bad debts			Welfare & benefit payable	55,501	97,806
Receivable-net book value			Tax payable	39,182	49,365
Deposits to suppliers			Other payments		
Allowance receivable			Accrued expenses		
Inventories			Other current liabilities		
Deferred and prepaid expenses			Undistributed profit		
Other current assets	11,201	6,637	Total net assets	1,246,858	1,637,236
Total Current Assets	1,870,269	2,135,585	Total Current Liabilities	1,870,269	2,135,585

Appendix G: Audit Report 2020

Auditor's Statement for 2020

Opinion

In our opinion, these financial statements of the Chamber comply with the related accounting regulations and present fairly in all material respects including the financial position of the Chamber as of 31 December 2020 and the results of operations and cash flows of the Chamber for the year then ended.

The limitation of the report

This report can only be used by the members of the Chamber. If it is used non-properly, the auditors and the CPA firm who conducted this audit are not responsible for any consequence.

Appendix

1. The balance sheet as of 31 December 2020.
2. The business activities sheet for the year 2020.
3. The cash flow statement for the year 2020.
4. Auditing instructions.

Beijing ZhongPingJianHuaHao CPA firm
Mar 2021



中国瑞士商会

Appendix H: Board of Directors 2021/22

Board Elections



Due to the outbreak of the COVID-19, SwissCham Shanghai was forced last year to postpone its General Assembly from March to September.







This change gave the Board only a short time to develop ideas and implement new strategies for the Chamber. The usual time for a Board member to serve in the Board is one full year. This period is almost cut in half in the current term if we were to hold elections in March 2021.

Therefore, the Board proposes to hold the General Assembly in March, as stipulated by the Bylaws. However, **we would propose to move the elections to summer of this year.** This will give the current Board members enough time to work on their commitments made to the Chamber.

Current Board Members (in alphabetical order)

	Name	Function in the Board	Job Title	Company	Industry Coverage
	ANDERSSON Paul	Co-Chair of the Innovation / Digital / Sustainability Committee	President	Firmenich	Fragrances and flavors
	BISCHOF Roger	Co-Chair of the Corporate Services Committee	Managing Director	BIRT	Legal
	CHEN Johnson	Co-Chair of the Machinery Committee	Head of Market Region	GF Machining Solutions	Precision parts production and mold manufacturing
	HUNZIKER Andreas	Treasurer, Co-Chair of the Corporate Services Committee	CFO	Lindt	Food
	LIU Chao (Joe)	President, Chair of the Machinery Committee	Managing Director	Fraisa	Machine and cutting tools

Current Board Members (in alphabetical order)

	LIU Chen	Vice President, Co-Chair of the Corporate Services Committee	Managing Director	Weidmann	Electrical technologies
	MOESNER Felix	Vice-President, Co-Chair of the Innovation / Digital / Sustainability Committee, Head of the Fireside Chat Initiative	CEO & Consul	swissnex	Government
	NEUHAUS Sabine	Secretary, Co-Chair of the Corporate Services Committee	Associate	Kellerhals - Carrard	Legal
	RONDEZ Lucas	Co-Chair of the Innovation / Digital / Sustainability Committee	CEO & President	Nihub	Consulting
	WANG David	Co-Chair of the Innovation / Digital / Sustainability Committee	President	Buhler	Machinery
	ZEHNDER Olivier	Honorary Board Member	Consul General	Consulate General of Switzerland	Government

Appendix I: Budget 2021

Budget Proposal for 2021				
	Budget 2021	Actual full year 2020	Actual full year 2019	Comments
REVENUE				
Membership fees	1,548,000	1,463,235	1,458,923	Continue growing the membership
Magazine Advertisement	56,000	34,760	116,379	Less than before / can cover costs
Event income	1,575,000	1,414,867	1,297,992	Ball and regular events
Products & Services Income	463,000	460,954	64,920	Development zones as 3 rd revenue pillar
Sponsorships	-	-	94,175	Sponsorships moved to Events and Products & Services
Other Income	-	1,494	-	
Total Revenue	3,642,000	3,375,310	3,032,389	
EXPENSES				
Personal Expenses & Social	1,610,730	1,377,476	1,472,260	Two additional full-time employees
Event Expenses	1,320,000	928,002	833,941	Higher because of Ball and events
Magazine Expenses	74,900	102,989	57,390	Editor, design, print, distribution
General/Admin Expenses	472,360	455,918	293,510	Office rental, new office equipment, admin., depreciation, new website for SMS, audit fee
Taxes	1,000	1,350	2,708	
Other Expenses	76,000	119,198	118,615	Internships, admin fee for SwissCham BJ and other expenses, bank charges
Total Expenses	3,554,990	2,984,933	2,778,424	
NET INCOME	87,010	390,377	253,965	Expected profit is in-line with 2018 and earlier years