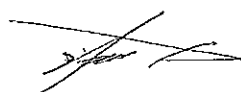


Agency Code 361

ANNUAL FINANCIAL REPORT
NGO: HONG KONG REHABILITATION POWER
1 APRIL 2013 TO 31 MARCH 2014

	Notes	Total 2013-14 HK\$	Total 2012-13 HK\$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	2,373,856	2,120,014
b. Provident Fund	1c	109,971	105,831
2. Special One-off Grant		-	-
3. Fee Income	2	-	-
4. Central Items	3	236,244	172,592
5. Rent and Rates	4	52,395	52,395
6. Other Income	5	-	-
7. Interest Received		6	5
TOTAL INCOME		2,772,472	2,450,837
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		1,851,354	1,501,987
b. Provident Fund	1c	119,544	95,460
c. Allowances		-	-
Sub-total	6	1,970,898	1,597,447
2. Other Charges	7	554,516	563,535
3. Central Items	3	200,240	207,602
4. Rent and Rates	4	111,948	98,540
5. Special One-off Grant Payments	7a	-	-
TOTAL EXPENDITURE		2,837,602	2,467,124
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	(65,130)	(16,287)

SIGNATURE



(Yip Cham Kai)
Chairman

Date : 30th January 2015

SIGNATURE



(Ng Wing Ki)
Executive director

Date : 30th January 2015

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant

- a. **Basis of preparation** The Annual Financial Report (AFR) is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items like depreciation, provisions and accruals **have not been included** in the AFR.
- b. **Lump Sum Grant (excluding Provident Fund)** This represents LSG (excluding Provident Fund) received for the year.
- c. **Provident Fund** This is Provident Fund received and contributed during the year. Snapshot staff are defined as those staff occupying recognised or holding against subvented posts as at 1 April 2000. 6.8% and other posts represent those staff that are employed after 1 April 2000. Please note that the PF received and contributed for staff under the Cental Items have been shown under 3.

Details are analysed below:

<u>Provident Fund Contribution</u>	<u>Snapshot Staff</u> HK\$	<u>6.8% and Other Posts</u> HK\$	<u>Total</u> HK\$
Subvention Received	-	109,971	109,971
Provident Fund Contribution Paid during the Year	-	(119,544)	(119,544)
Surplus/ (Deficit) for the Year	-	(9,573)	(9,573)
Add: Surplus/ (Deficit) b/f	-	210,736	210,736
Surplus/ (Deficit) c/f	-	201,163	201,163

2. Fee Income

This represents social welfare fee income received for the year in respect of the fees and charges recognised for the purpose of subvention as set out in the LSG Manual.

NOTES ON THE ANNUAL FINANCIAL REPORT

- 3. Central Items** These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The PF received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.13 of LSG Manual). The income and expenditure of each of the Central Items are as follows:

	<u>2013-14</u> HK\$	<u>2012-13</u> HK\$
<u>a. Income</u>		
Programme Assistants / Care Assistants	183,744	172,592
Financial Incentive Scheme for Mentors of Employees with Disabilities	<u>52,500</u>	<u>-</u>
	<u>236,244</u>	<u>172,592</u>
<u>b. Expenditure</u>		
Programme Assistants / Care Assistants	<u>200,240</u>	<u>207,602</u>

- 4. Rent & Rates** This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have not been included in AFR.
- 5. Other Income** This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received have not been included as Other Income in AFR.
- 6. Personal Emoluments** Personal Emoluments include salary, provident fund and salary-related allowances.

The analysis on number of posts with annual Personal Emoluments over \$500,000 each is appended below:

Analysis of Personal Emoluments	No of Posts	HK\$
HK\$500,001 - HK\$600,000 p.a.	-	-
HK\$600,001 - HK\$700,000 p.a.	-	-
HK\$700,001 - HK\$800,000 p.a.	-	-
HK\$800,001 - HK\$900,000 p.a.	-	-
HK\$900,001 - HK\$1,000,000 p.a.	-	-
>HK\$1,000,000 p.a.	-	-

NOTES ON THE ANNUAL FINANCIAL REPORT

7. Other Charges

The breakdown on Other Charges is as follows:

<u>Other Charges</u>	<u>2013-14</u> HK\$	<u>2012-13</u> HK\$
(a) Utilities	146,970	118,062
(b) Food	-	-
(c) Administrative Expenses	69,220	34,896
(d) Stores and Equipment	-	-
(e) Repair and Maintenance	52,040	94,872
(f) Special Allowances	209,779	284,001
(g) Programme Expenses	21,646	4,198
(h) Transportation and Travelling	19,391	3,393
(i) Insurance	22,012	-
(j) Miscellaneous	13,458	24,113
Total	<u>554,516</u>	<u>563,535</u>

7a. Special One-off Grant Payment

Details of Special One-off Grant Payments are as follows:

<u>Special one-off Grant Payments</u>	<u>2013-14</u> HK\$	<u>2012-13</u> HK\$
(a) Voluntary Retirement Scheme	-	-
(b) Compensation Scheme	-	-
(c) Staff Training and Development	-	-
(d) Other Staff-related Initiatives	-	-
Total	<u>-</u>	<u>-</u>

NOTES ON THE ANNUAL FINANCIAL REPORT

8. Analysis of Reserve Fund (Year 2013-14)

	Analysis of Reserve Fund				
	Lump Sum Grant (LSG)	Special One-off Grant (LSG)	Rent & Rates	Central Items	Total
	HK\$	HK\$	HK\$	HK\$	HK\$
Income					
Lump Sum Grant	2,483,827	-	-	-	2,483,827
Special One-off Grant	-	-	-	-	-
Fee Income	-	-	-	-	-
Other Income	-	-	-	-	-
Interest Received (Note(1))	6	-	-	-	6
Rent and Rates	-	-	52,395	-	52,395
Central Items	-	-	-	236,244	236,244
Total Income (a)	2,483,833	-	52,395	236,244	2,772,472
Expenditure					
Personal Emoluments	1,970,898	-	-	-	1,970,898
Other Charges	554,516	-	-	-	554,516
Rent and Rates	-	-	111,948	-	111,948
Central Items	-	-	-	200,240	200,240
Special One-off Grant Payments	-	-	-	-	-
Total Expenditure (b)	2,525,414	-	111,948	200,240	2,837,602
Surplus / (Deficit) for the Year (a) - (b)	(41,581)	-	(59,553)	36,004	(65,130)
Less: Surplus / (Deficit) of Provident Fund	(9,573)	-	-	-	(9,573)
Surplus/(Deficit) b/f (Note(2))	(32,008)	-	(59,553)	36,004	(55,557)
- Balance b/f per SWD's letter dated 25 Aug 2014	240,164	-	(45,095)	(35,010)	160,059
Add: Prior Year Adjustment (re 2011-12) #	(289,039)	-	-	-	(289,039)
	(80,883)	-	(104,648)	994	(184,537)
Refund to Government (Note(3))	-	-	-	-	-
Amount recovered by SWD during the year	(2,025)	-	-	-	(2,025)
Surplus / (Deficit) c/f (Note (4))	(82,908)	-	(104,648)	994	(186,562)

Notes:

- (1) All the interest received on LSG and PF reserves, rent and rates, central items, Special One-off Grant is included as one item under LSG; and the item is considered as part of LSG reserve.
 - (2) Accumulated balance of Lump Sum Grant Surplus b/f from previous years and all interest received in previous years are included in the surplus b/f under LSG.
 - (3) Amount of LSG Reserve used to cover the salary adjustment for Programme Assistants, Care Assistants, Dementia Supplement and Infirmary Care Supplement, if any, as per Schedule of Central Items.
 - (4) The level of LSG cumulative reserve (i.e. S) will be capped at 25% of the NGO's operating expenditure (excluding PF expenditure) for the year.
- # Trainee Allowances (\$289,039), which should be met from LSG, were omitted in the AFR for 2011-12.