

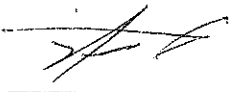
ANNUAL FINANCIAL REPORT

NGO: HONG KONG REHABILITATION POWER

1 APRIL, 2015 TO 31 MARCH, 2016


	Notes	Total 2015-16 HK\$	Total 2014-15 HK\$
A. INCOME			
1. Lump sum Grant			
a. Lump Sum Grant (excluding Provident Fund)	1b	3,375,014	3,107,376
b. Provident Fund	1c	166,049	150,393
2. Special One-off Grant		-	-
3. Fee Income	2	-	-
4. Central Items	3	-	183,172
5. Rent and Rates	4	52,656	52,395
6. Other Income	5	-	-
7. Interest Received		14	11
TOTAL INCOME		3,593,733	3,493,347
B. EXPENDITURE			
1. Personal Emoluments			
a. Salaries		2,215,067	1,743,652
b. Provident Fund	1c	103,119	81,966
c. Allowances		-	-
Sub-total	6	2,318,186	1,825,618
2. Other Charges	7	970,804	1,074,675
3. Central Items	3	-	151,856
4. Rent and Rates	4	114,748	115,848
5. Special One-off Grant Payments	7a	-	-
TOTAL EXPENDITURE		3,403,738	3,167,997
C. SURPLUS/(DEFICIT) FOR THE YEAR	8	189,995	325,350

HONG KONG REHABILITATION POWER
CHAIRMAN


YIP CHAM KAI
DATE:

20 JAN 2017

HONG KONG REHABILITATION POWER
EXECUTIVE DIRECTOR


NG WING KI
DATE:

20 JAN 2017

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 Central Items have been shown under 3. Details are analysed below:

<u>Provident Fund Contribution</u>	<u>Snapshot Staff</u>	<u>6.8% and Other Posts</u>	<u>Total</u>
	HK\$	HK\$	HK\$
Subvention Received	-	166,049	166,049
Provident Fund Contribution Paid during the Year	-	(103,119)	(103,119)
Surplus/ (Deficit) for the Year	-	62,930	62,930
Add: Surplus/ (Deficit) b/f	-	269,590	269,590
Adjustment of opening balance as advised by SWD vide letter dated 11 May 2016	-	8,032	8,032
Surplus/ (Deficit) c/f	-	<u>340,552</u>	<u>340,552</u>

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:

	2015-16 HK\$	2014-15 HK\$
<u>a. Income</u>		
Regularized Programme Assistants / Care Assistants	-	123,172
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	60,000
	-	183,172
<u>b. Expenditure</u>		
Regularized Programme Assistants / Care Assistants	-	143,356
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	8,500
	-	151,856

- 4. Rent and Rates** This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditures 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.	1	560,432
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>2015-16</u> HK\$	<u>2014-15</u> HK\$
(a) Utilities	141,829	140,046
(b) Food	-	-
(c) Administrative Expenses	424,522	433,782
(d) Stores and Equipment	-	-
(e) Repair and Maintenance	63,465	99,159
(f) Special Allowances	229,501	207,932
(g) Programme Expenses	17,307	92,177
(h) Transportation and Travelling	50,687	53,290
(i) Insurance	22,860	28,720
(j) Miscellaneous	20,633	19,569
Total	<u>970,804</u>	<u>1,074,675</u>

7a. Special One-off Grant Payment

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

Special one-off Grant Payments	<u>2015-16</u> HK\$	<u>2014-15</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 2015-16)

	Analysis of Reserve Fund				
	Lump Sum Grant (LSG) HK\$	Special One-off Grant (SOG) HK\$	Rent and Rates HK\$	Central Items HK\$	Total HK\$
Income					
Lump Sum Grant	3,541,063	-	-	-	3,541,063
Special One-off Grant	-	-	-	-	-
Fee Income	-	-	-	-	-
Other Income	-	-	-	-	-
Interest Received (Note(1))	14	-	-	-	14
Rent and Rates	-	-	52,656	-	52,656
Central Items	-	-	-	-	-
Total Income (a)	3,541,077	-	52,656	-	3,593,733
Expenditure					
Personal Emoluments	2,318,186	-	-	-	2,318,186
Other Charges	970,804	-	-	-	970,804
Rent and Rates	-	-	114,748	-	114,748
Central Items	-	-	-	-	-
Special One-off Grant Payments	-	-	-	-	-
Total Expenditure (b)	3,288,990	-	114,748	-	3,403,738
Surplus / (Deficit) for the Year (a) - (b)	252,087	-	(62,092)	-	189,995
Less: Surplus / (Deficit) of Provident Fund	62,930	-	-	-	62,930
Surplus/(Deficit) b/f (Note(2))	189,157	-	(62,092)	-	127,065
Adjustment of opening balance	206,152	-	(168,101)	32,310	70,361
- as advised by SWD vide letter dated 11 May 2016	165,179	-	(2,775)	10,000	172,404
- per our letter dated 14 Sept 2016 in response to SWD's letter dated 30 March 2016	16,950	-	-	-	16,950
	577,438	-	(232,968)	42,310	386,780
Less: Refund to Government	-	-	-	-	-
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmiry Care Supplementary (Note (3))	-	-	-	-	-
Surplus / (Deficit) c/f (Note (4))	577,438	-	(232,968)	42,310	386,780

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 Dementia Supplement and Infirmity 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.