

**ON THE JOB TRAINING PROGRAMME
FOR PEOPLE WITH DISABILITIES PROJECT
(SUBVENTED BY SOCIAL WELFARE
DEPARTMENT UNDER LUMP SUM GRANT)
MANAGED & OPERATED BY
ASSOCIATION FOR THE RIGHTS OF
INDUSTRIAL ACCIDENT VICTIMS LIMITED**

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Value Plus CPA LIMITED
惠譽執業會計師有限公司

**ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT
(SUBVENTED BY SOCIAL WELFARE DEPARTMENT UNDER LUMP SUM GRANT)
MANAGED & OPERATED BY
ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
工業傷亡權益會有限公司**

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Value Plus CPA LIMITED

Business Formation, Accounting & Auditing, Tax Planning & Computation, Business Consulting

INDEPENDENT AUDITOR'S ASSURANCE REPORT

To the Management of Association for the Rights of Industrial Accident Victims Limited (“the NGO”)

We have audited the financial statements of the NGO for the year ended 31 March 2023 in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants (“HKICPA”), and have issued an unmodified auditor’s report thereon dated 20 November 2023.

Pursuant to the Lamp Sum Grant (“LSG”) Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region (“SWD”), we have been requested to issue this assurance report in connection with the Annual Financial Report (“AFR”) of the NGO for the year ended 31 March 2023.

Responsibilities of the Management

In relation to this report, the Management are responsible for ensuring the AFR of the NGO for the year ended 31 March 2023 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD; and the use of the funds from the LSG by the NGO has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Our Independence and Quality Management

We have complied with the independence and other ethical requirements of the *Code of Ethics for Professional Accountants* issued by the HKICPA, which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

The firm applies Hong Kong Standard on Quality Management 1, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Auditor’s Responsibility

Our responsibility is to form a conclusion, based on our engagement, and to report our conclusion to you.

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), *Assurance Engagement Other than Audits or Reviews of Historical Financial Information* and with reference to Practice Note 851 (Revised), *Reporting on the Annual Financial Reports of Non-governmental Organisations* issued by the HKICPA. We have planned and performed our work to obtain reasonable assurance for giving conclusion 1 and obtained limited assurance for giving conclusion 2 below.

INDEPENDENT AUDITOR'S ASSURANCE REPORT (continued)

Auditor's Responsibility (continued)

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended in PN851 (Revised), to satisfy ourselves that the AFR has been properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

In relation to our conclusion 2 below, we have obtained an understanding in respect of the purposes of the use of the funds as specified in the LSG Manual and other instructions issued by the SWD and obtaining an understanding of the control procedures. We are not required to perform any procedures to search for instances of the use of funds from the LSG by the NGO being non-complied with the specified purposes. Our work was limited to reporting non-compliances identified as a result of the procedures performed in relation to conclusion 2 and during the normal course of our work relating to conclusion 1. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

Conclusion

1. In our opinion, the Annual Financial Report of the NGO for the year ended 31 March 2023 is properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.
2. Based on the procedures performed and evidence obtained, nothing has come to our attention that causes us to believe that the use of the funds from the LSG by the NGO has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Intended Users and Purpose

This report is intended solely for submission by the NGO to the SWD and is not intended to be, and should not be, used for any other purpose. We agree that a copy of this report may be provided to the SWD without further comment from us.



Value Plus CPA Limited
Certified Public Accountants (Practising)
Engagement Director
Cheung Chun Wing
Practising Certificate No.: P03863
Hong Kong,
20 November 2023

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

		<u>2022-23</u>	<u>2021-22</u>
		HK\$	HK\$
INCOME	Note		
Lump Sum Grant			
- Lump Sum Grant (excluding Provident Fund)	1b	1,818,932.00	1,803,264.00
- Provident Fund	1c	76,922.00	75,804.00
Fee Income	2	-	-
Central Items	3	-	-
Rent and Rates	4	-	-
Other Income	5	-	-
Interest Received		1,114.21	11.50
TOTAL INCOME		<u>1,896,968.21</u>	<u>1,879,079.50</u>
EXPENDITURE			
Personal Emoluments			
- Salaries	6	1,163,260.00	924,612.00
- Provident Fund	1c	79,139.00	70,428.00
- Allowances		-	-
Sub-total		<u>1,242,399.00</u>	<u>995,040.00</u>
Other Charges	7	227,191.29	188,742.20
Central Items	3	-	-
Rent and Rates	4	-	-
TOTAL EXPENDITURE		<u>(1,469,590.29)</u>	<u>(1,183,782.20)</u>
SURPLUS FOR THE YEAR	8	<u>427,377.92</u>	<u>695,297.30</u>

The Annual Financial Report from pages 3 to 6 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

Certified True and Correct:-

For and On Behalf of

Association for the Rights of Industrial Accident Victims Limited
on 20 November 2023.



LAU Chin Shek
(Chairman)



SIU Sin Man
(NGO Head / Head of Social Welfare Services)

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**EXPLANATORY NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

1. LUMP SUM GRANT

a. Basis of Preparation

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) activities (including support services to FSA activities) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared on cash basis, that is, income is recognized upon receipt of cash and expenditure is recognized when expenses are paid. Non-cash items like depreciation, provisions and accruals are not included in the AFR.

b. Lump Sum Grant (excluding Provident Fund)

This represents lump sum grant (excluding Provident Fund) received for the year.

c. Provident Fund

The Provident Fund received and contributed for staff during the year are detailed 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	-	75,804.00	75,804.00
Provident Fund Contribution paid during the year (Note 6)	-	(79,139.00)	(79,139.00)
Deficit for the year	-	(3,335.00)	(3,335.00)
Add: Surplus b/f	-	167,084.00	167,084.00
Surplus c/f	-	163,749.00	163,749.00

2. FEE INCOME

This represents social welfare fee income received for the year in respect of the fees and charges recognized for the purpose of subvention as set out in the Lump Sum Grant Manual.

3. CENTRAL ITEMS

These are subvented service activities which are not included in Lump Sum Grant and are subject to their own procedures as set out in other SWD's papers and correspondences with the Association. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items. The income and expenditure of each of the Central Items are as follows:-

	<u>2022-23</u>	<u>2021-22</u>
	HK\$	HK\$
<u>Income</u>		
Financial Incentive Scheme for Mentors of Employees with Disabilities	-	-
Total income	<u>-</u>	<u>-</u>

There were no expenditure incurred for the Central Items for the years of 2022-23 and 2021-22.

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**EXPLANATORY NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

4. RENT AND RATES

There were no rent and rates reimbursed by SWD.

5. OTHER INCOME

This includes programme income and all income other than recognized social welfare fee income received during the year.

The breakdown of other income is as follows:-

	<u>2022-23</u> HK\$	<u>2021-22</u> HK\$
Received from SWD		
- Additional Resources for Small NGOs	-	-
- Block Grant	-	-
- Mentors of Employees	-	-
	<u>-</u>	<u>-</u>

6. PERSONAL EMOLUMENTS

Personal emoluments include salaries, employee portion of provident fund and salary-related allowances relating to this Programme.

The analysis on number of posts with annual Personal Emoluments over \$700,000 each is appended below:-

<u>Analysis of Personal Emoluments</u>	<u>No of Posts</u>	HK\$
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\$1,000,001 - HK\$1,100,000 p.a.	-	-
HK\$1,100,001 - HK\$1,200,000 p.a.	-	-
>HK\$1,200,000 p.a.	-	-

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**EXPLANATORY NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

7. OTHER CHARGES

The breakdown of other charges is as follows:-

	2022-23 HK\$	2021-22 HK\$
Administrative Expenses	156.75	1,257.00
Auditors' Remuneration	5,200.00	5,200.00
Event	-	495.00
Exhibition	200,670.20	164,928.70
Intern Allowance	-	3,000.00
Training Expenses	14,806.74	13,408.00
Traveling Expenses	6,357.60	453.50
	<u>227,191.29</u>	<u>188,742.20</u>

**8. ANALYSIS OF LUMP SUM GRANT RESERVE AND BALANCES OF OTHER SWD
SUBVENTIONS**

	Lump Sum Grant (LSG) HK\$	Holding Account (HA) HK\$	Adjustment for Utilised allocation undue ASCP / Enhanced ASCP / ASCP(PC) - FWSS HK\$	Rent and Rates HK\$	Central Items (CI) HK\$	Total HK\$
Income						
Lump Sum Grant	1,895,854.00	-	-	-	-	1,895,854.00
Fee Income	-	-	-	-	-	-
Other Income	-	-	-	-	-	-
Interest Received	1,114.21	-	-	-	-	1,114.21
Rent and Rates	-	-	-	-	-	-
Central Items	-	-	-	-	-	-
Total Income	<u>1,896,968.21</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,896,968.21</u>
Expenditure						
Personal Emoluments	1,242,399.00	-	-	-	-	1,242,399.00
Other Charges	227,191.29	44,848.00	-	-	-	272,039.29
Rent and Rates	-	-	-	-	-	-
Central Items	-	-	-	-	-	-
Total Expenditure	<u>1,469,590.29</u>	<u>44,848.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,514,438.29</u>
Surplus / (deficit) for the year	427,377.92	(44,848.00)	-	-	-	382,529.92
Add: Deficit of Provident Fund	3,335.00	-	-	-	-	3,335.00
	<u>430,712.92</u>	<u>(44,848.00)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>385,864.92</u>
Surplus b/f	1,410,429.50	464,629.28	-	-	-	1,875,058.78
Less: Adjustment	(70,428.00)	-	-	-	-	(70,428.00)
	<u>1,770,714.42</u>	<u>419,781.28</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,190,495.70</u>
Less:						
Portion of Clawback Amount of Lump Sum Grant Reserve for 2020-2021	(538,714.00)	-	-	-	-	(538,714.00)
Provisional Clawback of Lump Sum Grant Surplus for 2021-2022	(380,315.73)	-	-	-	-	(380,315.73)
Net Surplus c/f	<u>851,684.69</u>	<u>419,781.28</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,271,465.97</u>

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**SCHEDULE FOR INVESTMENT – ANALYSIS OF INVESTMENT
AS AT 31 MARCH 2023**

	<u>2022-23</u>	<u>2021-22</u>
	HK\$	HK\$
LSG Reserve as at 31 March	1,271,465.97	1,875,058.78
Represented by:-		
<u>Investments</u>		
HKD Bank Account Balances	1,271,465.97	1,875,058.78
HKD 24-hour Call Deposits	-	-
HKD Fixed Deposits	-	-
HKD Certificate of Deposits	-	-
HKD Bonds	-	-
	<u>1,271,465.97</u>	<u>1,875,058.78</u>

Note: The investments were reported at historical cost.

Confirmed on 20 November 2023 by:-



LAU Chin Shek
(Chairman)



SIU Sin Man
(NGO Head / Head of Social Welfare Services)

**ASSOCIATION FOR THE RIGHTS OF INDUSTRIAL ACCIDENT VICTIMS LIMITED
ON THE JOB TRAINING PROGRAMME FOR PEOPLE WITH DISABILITIES PROJECT**

**MOVEMENT OF THE FURNITURE AND EQUIPMENT REPLENISHMENT
AND MINOR WORKS BLOCK GRANT RESERVE**

	HK\$	HK\$
Balance of Block Grant Reserve b/f		234,400
Add: Block Grant Received	28,000	
Interest Income	-	
Other Income	-	
	<hr/>	28,000
Less: Minor Works Projects Expenses	-	
Furniture and Equipment	-	
Vehicle Overhauling	-	
	<hr/>	-
		<hr/>
		262,400
Contribution from NGO to cover the Deficit		-
		<hr/>
Balance of Block Grant Reserve c/f		<u>262,400</u>

Capital Commitments

As at 31 March 2023, the outstanding commitments in respect of F and E Replenishment and Minor Works Grant were as follows:-

	HK\$
Contracted for but not provided in the financial statements	-
Authorized but not contracted for	-
	<hr/>
	-
	<hr/>