

**WAI JI CHRISTIAN SERVICE**

**基督教懷智服務處**

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT  
AND  
INCOME AND EXPENDITURE ACCOUNT  
FOR NEW TERRITORIES REGION FLAG DAY HELD ON  
20 JANUARY 2024**

**獨立執業會計師鑒證報告書及**

**新界區賣旗日之收支結算表**

**於 2024 年 1 月 20 日舉行**

**Public Subscription Permit No. FD/R005/2023**

**公開籌款許可證編號：FD/R005/2023**

***Andrew Hung & Co.***

洪宏信會計師事務所  
*Certified Public Accountants*  
*Hong Kong*

**WAI JI CHRISTIAN SERVICE**  
**基督教懷智服務處**

**NEW TERRITORIES REGION FLAG DAY HELD ON 20 JANUARY 2024**  
**新界區賣旗日於 2024 年 1 月 20 日舉行**

**(PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023)**  
**(公開籌款許可證編號：FD/R005/2023)**

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## **INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**

### **獨立執業會計師鑒證報告**

#### **TO THE DIRECTORS OF**

#### **WAI JI CHRISTIAN SERVICE ("the Permittee")**

致基督教懷智服務處〔以下簡稱「獲發許可證的機構」〕董事

#### **PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023**

公開籌款許可證編號： FD/R005/2023

Pursuant to the conditions stated in the Public Subscription Permit issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to report on the attached income and expenditure account of the Permittee's New Territories Region flag day fund-raising activity held on 20 January 2024 ("the Event").

#### Responsibilities of the Directors

The Directors are responsible for preparing the attached income and expenditure account in accordance with the basis of preparation set out in note 2, setting out the gross subscriptions raised from the Event and the expenses incurred in connection with the Event, in order to comply with the conditions stated in the Public Subscription Permit issued by the SWD. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and presentation of the income and expenditure account so that it reflects the subscriptions raised and expenses incurred in connection with the Event and is free from material misstatement.

根據香港特別行政區政府社會福利署（「社會福利署」）發出的公開籌款許可證所列條件，我們應要求對隨附本報告書關於獲發許可證的機構於 2024 年 1 月 20 日舉行的新界區賣旗日慈善籌款活動（「有關活動」）的收支結算表作出報告。

#### 董事的責任

根據社會福利署發出的公開籌款許可證所列條件，董事須負責按照附註 2 所載的編製基準編製隨附的收支結算表，列出有關活動所籌集的總捐款及實際開支。這責任包括設計、實施及維護與編製及列報收支結算表的內部監控，使收支結算表反映有關活動所籌集的捐款及實際開支不存在任何重大錯誤陳述。

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**  
**獨立執業會計師鑒證報告**

**TO THE DIRECTORS OF**  
**WAI JI CHRISTIAN SERVICE ("the Permittee")**  
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**PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023**  
公開籌款許可證編號：FD/R005/2023

Our Independence and Quality Control

We have complied with the independence and other ethical requirements of the Code of Ethics for Professional Accountants issued by the Hong Kong Institute of Certified Public Accountants ("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.

執業會計師的獨立性和質量控制

我們遵守香港會計師公會（「公會」）頒布的《專業會計師道德守則》中對獨立性及其他職業道德的要求，有關要求是基於誠信、客觀、專業勝任能力和應有的關注、保密及專業行為的基本原則而制定的。

本會計師事務所採用《香港質量管理準則》第1號，並要求事務所設計、執行及營運一套完善的質量管理系統，包括關於要遵守道德要求、專業準則規定及可適用的法律及監管規定的政策和程序。

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**  
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Practitioner's Responsibilities

Our responsibility is to form a conclusion on the attached income and expenditure account, 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 Engagements Other than Audits or Reviews of Historical Financial Information and with reference to Practice Note 850 (Revised), Reporting on Flag days, General Charitable Fund-raising Activities and Solicitation of Signed Authorisation Forms Covered by Public Subscription Permits issued by the Social Welfare Department issued by the HKICPA. We have planned and performed our work to obtain limited assurance for giving our conclusion below.

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

執業會計師的責任

我們的責任是根據我們鑒證工作的結果對隨附的收支結算表作出結論，並向董事報告。

我們已根據公會頒佈的香港 鑒證業務準則第 3000 號（經修訂「非審核或審閱過往財務資料之鑒證工作」及參考公會所頒佈實務說明第 850 號（經修訂「有關獲發社會福利署公開籌款許可證的賣旗日、一般慈善籌款活動和募集已簽署的捐款授權書之報告」進行工作。我們已計劃及執行有關的工作，以對以下的結論獲取有限保證。

由於我們按照應聘條款進行工作的範圍較按照香港審計準則進行審核的範圍為小，所以不能保證我們會注意到在審核中可能會被發現的所有重大事項。因此，我們不會發表任何審核意見。

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**  
**獨立執業會計師鑒證報告**

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**WAI JI CHRISTIAN SERVICE ("the Permittee")**  
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Practitioner's Responsibilities (continued)

Our engagement included carrying out limited procedures for obtaining sufficient appropriate evidence to be able to draw a conclusion, such as inquiries primarily of persons responsible for financial and accounting matters, analytical procedures applied to financial data and other procedures we considered necessary. 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.

Inherent Limitations

Due to the nature of cash receipts and expenses relating to the Event, it was not practicable for us to determine whether the income and expenditure account and the books and records of the Permittee include all transactions relating to the Event. It was impracticable for us to quantify the potential impact of this on the income and expenditure account. Accordingly, our report relates solely to the income and expenditure account prepared from transactions that have been recorded in the Permittee's books and records.

執業會計師的責任(續)

我們的工作包括採取有限程序獲取充份和適當的憑證以作出結論，例如主要向負責財務會計事項的人員詢問，對財務數據實施分析程序及其他我們認為必要的程序。在有限鑒證工作中進行的程序，其性質及時間與合理鑒證工作不同，而範圍亦較小。因此，在有限鑒證工作中獲得的保證水平大幅低於在合理鑒證工作中所獲得的。

固有的局限

基於有關活動以現金收支，我們難以確定獲發許可證的機構的收支結算表及帳冊與帳目紀錄是否已包括所有有關活動的交易，亦難以量化其對收支結算表的潛在影響。因此，我們僅與按照獲發許可證的機構帳冊及帳目紀錄所載交易編製的收支結算表作出報告。

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**  
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**TO THE DIRECTORS OF**  
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Emphasis of Matter

We draw attention that the Permittee had not complied with the conditions of Public Subscription Permit for Holding Regional Flag Days in 2023-24 set by the Social Welfare Department as explained in the Note 3 to the accounts. Our opinion is not modified in respect of this matter.

Conclusion

Based on the foregoing, we report that nothing has come to our attention that causes us to believe that the attached income and expenditure account does not reflect, in all material respects, the gross subscriptions raised and the expenses incurred by the Permittee in respect of the Event that have been recorded in its books and records made available to us in accordance with the basis of preparation set out in note 2.

注意事項

我們敬希垂注獲發許可證的機構沒有遵守社會福利署發出的2023-24年舉辦地區賣旗日的公開籌款許可證之條件的情況，詳情請見附註3。我們並未因該等情況修正意見。

結論

根據以上所述，我們並沒有注意到任何事項，使我們相信隨附的收支結算表在所有重大方面沒有反映我們所獲取按照附註2所載的編製基準而編製的帳冊及帳目紀錄所載有關活動籌集的總捐款及實際開支。

**INDEPENDENT PRACTITIONER'S ASSURANCE REPORT**  
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Intended Users and Purpose

This report is intended solely for the purpose of assisting the Permittee to satisfy the conditions stated in the Public Subscription Permit issued by the SWD in connection with the Event 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 Director of Social Welfare without further comment from us.

擬作用途及使用者

本報告僅為協助獲發許可證的機構遵守社會福利署就有關活動所發出公開籌款許可證所列的條件而編撰，不擬亦不得用作其他用途。我們同意獲發許可證的機構可向社會福利署署長提供本報告，而毋須再徵詢我們意見。

  
Andrew Hung & Co.  
洪宏信會計師事務所

Certified Public Accountants 執業會計師

Hong Kong 香港

16 April 2024

2024 年 4 月 16 日




WAI JI CHRISTIAN SERVICE  
基督教懷智服務處

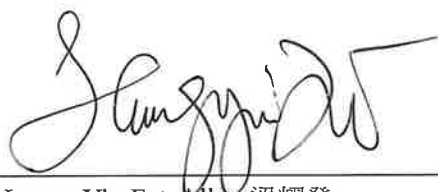
NEW TERRITORIES REGION FLAG DAY HELD ON 20 JANUARY 2024  
新界區賣旗日於 2024 年 1 月 20 日舉行  
(PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023)  
(公開籌款許可證編號：FD/R005/2023)

INCOME AND EXPENDITURE ACCOUNT  
收支結算表

	HKD 港元
Income 收入	
Street collections 街頭賣旗收入	430,233.00
Other forms of appeals 其他與賣旗日有關的捐獻	241,437.12
	<u>671,670.12</u>
Expenditure 支出	
Auditors' remuneration 審計費	2,500.00
Bank charges 銀行費用	472.21
Flag Day system 線上賣旗系統	4,300.00
Insurance 保險	2,002.00
Printing and stationery 印刷及文具	10,749.50
Postage 郵費	5,043.60
Souvenirs 紀念品	21,430.00
Transportation and travelling 運輸及交通費	9,545.90
Miscellaneous 雜項	9,104.30
	<u>65,147.51</u>
Surplus 淨收入	<u>606,522.61</u>

Approved and authorised by Board of Directors on 16 April 2024.  
由董事會於 2024 年 4 月 16 日批核及授權。

  
Chung Wing Yan, Vivian 鍾穎欣  
Vice Chairman 副主席

  
Leung Yiu Fat, Allen 梁耀發  
Hon. Treasurer 義務司庫

**WAI JI CHRISTIAN SERVICE**  
**基督教懷智服務處**

**TERRITORY-WIDE FLAG DAY HELD ON 20 JANUARY 2024**  
**全港賣旗日於 2024 年 1 月 20 日舉行**  
**(PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023)**  
**(公開籌款許可證編號：FD/R005/2023)**

**NOTES TO ACCOUNT**  
**帳目附註**

1. GENERAL  
一般資料

The fund-raising purposes of the flag day fund-raising are:-  
賣旗日的籌款目的是:-

- (1) Developing corresponding services for people with intellectual & other disabilities;  
推行智障人士老齡化相關服務；
- (2) Developing services for carers of people with intellectual & other disabilities; and  
推行殘疾人士照顧者支援服務；及
- (3) General expenditure of Wai Ji Christian Service.  
基督教懷智服務處的一般營運開支。

**WAI JI CHRISTIAN SERVICE**  
**基督教懷智服務處**

**TERRITORY-WIDE FLAG DAY HELD ON 20 JANUARY 2024**  
**全港賣旗日於 2024 年 1 月 20 日舉行**  
**(PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023)**  
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**NOTES TO ACCOUNT**  
**帳目附註**

2. BASIS OF PREPARATION  
編製基準

The significant accounting policies are set out below:  
重大會計政策如下：

The income collected and expenditure incurred for this event held on 20 January 2024 are recognised on an accrual basis.

於 2024 年 1 月 20 日舉行的有關活動所籌集的收入及實際開支是按照應計制方式確認。

3. NON-COMPLIANCE OF THE CONDITION OF PUBLIC SUBSCRIPTION PERMIT  
沒有遵守許可證訂明的條件

There were two volunteers that had not followed the requirements of the Public Subscription Permit, and had conducted flag selling activities outside the designated date (20 January 2024). The details are as follows:

由於兩名義工未有遵從公開籌款許可證的規定，於指定日期（2024 年 1 月 20 日）以外進行賣旗活動，詳情如下：

On 11 January 2024, Flag bags, flag selling materials were sent by courier to volunteers and for which they confirmed the receipts by signatures. Stated in details among the materials were the date, time, location and items for attention for the flag day.

2024 年 1 月 11 日將旗袋及賣旗物資安排以速遞發送，由義工簽收物資。其中，已詳細列明賣旗日日期、時間、地點及注意事項。

On 13 January 2024, the Permittee received a telephone call from a volunteer to inform them that he had mistaken the date of flag day and had already conducted a flag selling activity in Tai Po District. The Permittee's staff immediately arranged to collect the relevant flag bag from him (flag bag number: M000288). Thereafter, the bag was returned and locked in the Permittee's office on the same day.

於 2024 年 1 月 13 日收到其中一個義工來電，表示記錯了賣旗日日期，並已於 1 月 13 日早上在大埔區進行賣旗活動。機構同工隨即相約義工於同日收回相關旗袋（旗袋編號：M000288），旗袋亦已於同日鎖於機構辦事處。

**WAI JI CHRISTIAN SERVICE**  
**基督教懷智服務處**

**TERRITORY-WIDE FLAG DAY HELD ON 20 JANUARY 2024**

全港賣旗日於 2024 年 1 月 20 日舉行

(PUBLIC SUBSCRIPTION PERMIT NO. FD/R005/2023)

(公開籌款許可證編號：FD/R005/2023)

**NOTES TO ACCOUNT**

**帳目附註**

3. NON-COMPLIANCE OF THE CONDITION OF PUBLIC SUBSCRIPTION PERMIT  
(CONTINUED)

沒有遵守許可證訂明的條件(續)

On 15 January 2024, the Permittee received a telephone call from another volunteer that she had mistaken the date of the flag day and had already conducted a flag selling activity in Tsang Kwan O District on 13 January 2024. The Permittee's staff immediately arranged to meet with the volunteer and collected the relevant flag bag from her (flag bag number: M001575). Thereafter, the bag was returned and locked in the Permittee's office on the same day.

機構於 2024 年 1 月 15 日 (星期一) 早上 11 時 59 分收到義工來電，表示記錯了賣旗日日期，並已於 1 月 13 日早上在將軍澳區進行賣旗活動。機構同工隨即相約義工於同日將相關旗袋 (旗袋編號：M001575) 交回機構辦事處，旗袋亦已於同日鎖於機構辦事處。

On 20 January 2024, the above 2 flag bags were returned by our staff to the flag collection centre and the cash contents were deposited into the bank together with other proceeds from other flag bags. The amount of these 2 flag bags were not counted separately. All the donation proceeds in the flag bags were included as street flag sales proceeds on flag day in the New Territories.

以上兩個旗袋於 2024 年 1 月 20 日賣旗日當天由同工親自交回旗站並存入銀行，並未有個別點算金額。有關旗袋內的善款已全數撥歸新界區賣旗日街上賣旗的收入。

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**TERRITORY-WIDE FLAG DAY HELD ON 20 JANUARY 2024**  
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**NOTES TO ACCOUNT**  
**帳目附註**

4. DONATIONS CREDITED TO THE BANK  
存入銀行的捐款

All the flag day proceeds collected (i.e. HKD671,670.12) have been credited to the designated bank account of the Permittee before being used for payment of expenditures for the flag day and/or the purposes specified in the permit by 31 March 2024.

賣旗日籌得的所有款項(即 671,670.12 港元)在支付賣旗日開支及/或用於許可證上註明的籌款目的之前，已在 2024 年 3 月 31 日或之前已全數存入獲發許可證的機構指定的銀行帳戶。

	HKD 港元
Excess of income over expenditure 淨收入	606,522.61
Add: accrued expenditure not yet paid as at 31 March 2024 加：於 2024 年 3 月 31 日未付的應計開支	2,500.00
Net balance of donations deposited into Permittee's bank account by 31 March 2024 於 2024 年 3 月 31 日存入獲發許可證機構的銀行帳戶的捐款餘額	<u>609,022.61</u>