

**CHRISTIAN & MISSIONARY ALLIANCE CHURCH  
UNION HONG KONG LIMITED  
- C & M A SOCIAL SERVICES**

基督教宣道會香港區聯會有限公司  
宣道會社會服務處

**ANNUAL FINANCIAL REPORT**

**FOR THE YEAR ENDED 31 MARCH, 2024**



范陳會計師行有限公司  
Fan, Chan & Co. Limited

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**  
**TO THE BOARD OF DIRECTORS OF CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION**  
**HONG KONG LIMITED**  
基督教宣道會香港區聯會有限公司

We have audited the financial statements of Christian & Missionary Alliance Church Union Hong Kong Limited - C & M A Social Services ("the Organization") for the year ended 31 March, 2024 in accordance with Hong Kong Standards of auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have issued an unqualified auditor's report thereon dated 17 October, 2024.

Pursuant to the Lump 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, 2024.

*Responsibilities of the Directors*

In relation to this report, the directors are responsible for ensuring the AFR of the Association for the year ended 31 March, 2024 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 Association 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 Engagements 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 obtain limited assurance for giving conclusion 2 below.



范陳會計師行有限公司  
Fan, Chan & Co. Limited

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**  
**TO THE BOARD OF DIRECTORS OF CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION**  
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*Auditor's Responsibility (continued)*

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.

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 1 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 Association 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 is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

**Conclusions**

1. In our opinion, the AFR of the NGO for the year ended 31 March, 2024 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 Association 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 Association 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.

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Fan, Chan & Co. Limited  
Certified Public Accountants  
Leung Kwong Kin  
Practising Certificate Number: P03702  
Hong Kong, 17 October, 2024

## ANNUAL FINANCIAL REPORT

### Christian & Missionary Alliance Church Union Hong Kong Limited

(1 April 2023 to 31 March 2024)

	Notes	Total 2023-24 \$	Total 2022-23 \$	Remarks
<b>A. INCOME</b>				
1. Lump Sum Grant				
a. Lump Sum Grant (excluding Provident Fund)	1b	28,423,931.00	26,093,275.00	*
b. Provident Fund	1c	2,078,126.00	1,981,088.00	
2. Fee Income	2	285,307.90	105,900.00	
3. Central Items	3	1,914,669.00	1,956,074.00	**
4. Rent and Rates	4	735,409.00	735,409.00	
5. Other Income	5	572,745.66	373,567.94	
6. Interest Received		118,784.40	26,584.39	
<b>TOTAL INCOME</b>		34,128,972.96	31,271,898.33	
<b>B. EXPENDITURE</b>				
1. Personal Emoluments				
a. Salaries		25,996,918.27	24,314,254.07	
b. Provident Fund	1c	2,019,178.69	1,833,614.06	
c. Allowances		-	-	
Sub-total	6	28,016,096.96	26,147,868.13	
2. Other Charges	7	2,874,469.04	2,283,401.65	
3. Central Items	3	1,701,828.00	1,767,350.00	
4. Rent and Rates	4	824,011.94	753,410.63	
<b>TOTAL EXPENDITURE</b>		33,416,405.94	30,952,030.41	
<b>C. SURPLUS/(DEFICIT) FOR THE YEAR</b>	8	712,567.02	319,867.92	

**Remarks:**

\* The Lump Sum Grant released in 2022/23 should be \$26,093,275 instead of \$26,092,574.

\*\* The subvention of Central Items released in 2022/23 should be \$1,956,074 instead of \$1,956,775 as \$701 was deducted by the expenditure reduction programme.

The Annual Financial report from Pages 3 to 9 has been prepared in accordance with the requirements as set out in the Lump sum Grant Manual.

SIGNATURE

SIGNATURE



Rev. Chow Hiu Fai, Arnold  
Chairman  
Date : 17 October, 2024



Ms. Ng Yin Hing  
General Secretary for Social Services  
Date : 17 October, 2024

## NOTES ON THE ANNUAL FINANCIAL REPORT

### 1. Lump Sum Grant (LSG)

- a. Basis of preparation** The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) services (including support services to FSA services) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. 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 such as 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. The Provident Fund received and contributed for staff under the Central Items which are separately included as part of the income and expenditure of the relevant disclosures have been shown under Note 3.

Details are analysed below :

<u>Provident Fund Contribution</u>	6.8% and		<u>Total</u>
	<u>Snapshot Staff</u>	<u>Other Posts</u>	
	\$	\$	\$
Subvention Received	318,213.00	1,759,913.00	2,078,126.00
Provident Fund Contribution Paid	(318,213.00)	(1,700,965.69)	(2,019,178.69)
during the Year			
Surplus/ (Deficit) for the Year	0.00	58,947.31	58,947.31
Add : Surplus/(Deficit) b/f	115,622.35	4,081,406.55	4,197,028.90
Additional subvention received for previous year(s)	-	11,355.00	11,355.00
Provident Fund Forfeited for the year	-	40,484.54	40,484.54
Less: Refund to Government	33,417.00	-	33,417.00
Surplus/(Deficit) c/f	<u>82,205.35</u>	<u>4,192,193.40</u>	<u>4,274,398.75</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.
- 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 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 (paragraph 3.14 of the LSG Manual (October 2016)). The income and expenditure of each of the Central Items are as follows:

	2023-24	2022-23	
	\$	\$	<u>Remarks</u>
<b>a. Income</b>			
After School Care Programme - Fee Waiving Subsidy Scheme	1,818,144.00	1,797,852.00	
Time-defined Subsidy Scheme for Extended Hours Service Users	28,314.00	35,258.00	*
Time-defined Subsidy Scheme for Occasional Child Care Service	68,211.00	62,964.00	**
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	60,000.00	
<b>Total</b>	<u>1,914,669.00</u>	<u>1,956,074.00</u>	
<b>b. Expenditure</b>			
After School Care Programme - Late Afternoon Session	1,675,620.00	1,728,103.00	
Time-defined Subsidy Scheme for Extended Hours Service Users	26,208.00	24,247.00	
Time-defined Subsidy Scheme for Occasional Child Care Service	-	-	
Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services	-	15,000.00	
<b>Total</b>	<u>1,701,828.00</u>	<u>1,767,350.00</u>	

**Remarks:**

\* The subvention released in 2022/23 should be \$35,258 instead of \$35,323 as \$65 was deducted by the expenditure reduction programme.

\*\* The subvention released in 2022/23 should be \$62,964 instead of \$63,600 as \$636 was deducted by the expenditure reduction programme.

**4. Rent and 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 be included as Other Income in AFR. In this respect, donations have been included if it is used to finance expenditure of the FSA services/ FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

	2023-24	2022-23
	\$	\$
<b>Other Income</b>		
(a) Programme Income	539,616.69	332,827.94
(b) Production Income	-	-
(c) Donation	32,660.60	40,590.00
(d) Income from Other Activities	-	-
(e) Utilised allocation under Central Items (CI): After School Care Programme (ASC Enhanced ASCP / ASCP(PC) -- Fee Waiving Scheme (FWSS) which forms as part of Other Income *	-	-
(f) Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received	-	-
(g) Miscellaneous income	468.37	150.00
Sub-Total:	<u>572,745.66</u>	<u>373,567.94</u>
Less: Utilised allocation under CI: ASCP / Enhanced ASCP - FWSS which forms as part of Other Income*	-	-
<b>Total:</b>	<u>572,745.66</u>	<u>373,567.94</u>

\* For those programmes which are regarded as FSA services/ FSA-related activities only

**6. Personal Emoluments**

Personal Emoluments include salary, provident fund and salary-related allowances. The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

<b>Analysis of Personal Emoluments paid under LSG</b>	<b><u>No. of Posts</u></b>	<b>\$</b>
HK\$700,001 - HK\$800,000 p.a.	3	2,287,676.89
HK\$800,001 - HK\$900,000 p.a.	2	1,726,868.75
HK\$900,001 - HK\$1,000,000 p.a.	-	-
HK\$1,000,001 - HK\$1,100,000 p.a.	1	1,053,701.25
HK\$1,100,001 - HK\$1,200,000 p.a.	1	1,137,565.63
>HK1,200,000 p.a.	-	-

**7. Other Charges**

The breakdown on Other Charges is as follows:

	<b>2023-24</b>	<b>2022-23</b>
<b>Other Charges</b>	<b>\$</b>	<b>\$</b>
(a) Utilities	246,710.08	227,428.68
(b) Food	7,729.50	8,340.30
(c) Administrative Expenses	251,360.07	234,367.84
(d) Stores and Equipment	686,022.13	604,167.03
(e) Repair and Maintenance	388,536.65	244,593.16
(f) Special Allowances	-	-
(g) Programme Expenses	925,125.50	676,174.10
(h) Transportation and Travelling	30,711.02	35,281.30
(i) Insurance	285,870.73	222,853.45
(j) Miscellaneous	52,403.36	30,195.79
<b>Sub-total</b>	<b>2,874,469.04</b>	<b>2,283,401.65</b>
Less: Utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) - FWSS* which forms as part of Other Income to fund the operating expenses of FSA services / FSA- related activities to fund the operating expenses of FSA-related activities	-	-
<b>Total</b>	<b><u>2,874,469.04</u></b>	<b><u>2,283,401.65</u></b>

\* For those programmes which are regarded as FSA-related activities only

8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

	Lump Sum Grant (LSG)	Holding Accounts (HA)	Adjustment for Utilised allocation under ASCP / Enhanced ASCP - FWSS	Rent and Rates	Central Items	Total
<b>Income</b>						
Lump Sum Grant	30,502,057.00	-	-	-	-	30,502,057.00
Fee Income	285,307.90	-	-	-	-	285,307.90
Other Income	572,745.66	-	-	-	-	572,745.66
Interest Received (Note (1))	118,784.40	-	-	-	-	118,784.40
Rent and Rates	-	-	-	735,409.00	-	735,409.00
Central Items	-	-	-	-	1,914,669.00	1,914,669.00
<b>Total Income (a)</b>	<b>31,478,894.96</b>	<b>-</b>	<b>-</b>	<b>735,409.00</b>	<b>1,914,669.00</b>	<b>34,128,972.96</b>
<b>Expenditure</b>						
Personal Emoluments	28,016,096.96	-	-	-	-	28,016,096.96
Other Charges	2,874,469.04	-	-	-	-	2,874,469.04
Rent and Rates	-	-	-	824,011.94	-	824,011.94
Central Items	-	-	-	-	1,701,828.00	1,701,828.00
<b>Total Expenditure (b)</b>	<b>30,890,566.00</b>	<b>-</b>	<b>-</b>	<b>824,011.94</b>	<b>1,701,828.00</b>	<b>33,416,405.94</b>
<b>Surplus/(Deficit) for the Year (a) - (b)</b>	<b>588,328.96</b>	<b>-</b>	<b>-</b>	<b>(88,602.94)</b>	<b>212,841.00</b>	<b>712,567.02</b>
Less : Surplus/(Deficit) of Provident Fund	58,947.31	-	-	-	-	58,947.31
	529,381.65	-	-	(88,602.94)	212,841.00	653,619.71
<b>Surplus/(Deficit) b/f (Note (2))</b>	<b>6,648,390.36</b>	<b>3,321,099.62</b>	<b>-</b>	<b>(17,626.17)</b>	<b>629,222.30</b>	<b>10,581,086.11</b>
<b>Adjustment for Expenditure Reduction Programme (LSG) in 2022/23</b>	<b>701.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(701.00)</b>	<b>-</b>
Add: Refund from Government	-	-	-	58,306.00	-	58,306.00
Less : Refund to Government	-	-	-	40,304.00	63,325.00	103,629.00
Transfer from LSG Reserve to cover the salary adjustment for Dementia Supplement and Infirmity Care Supplement (Note (3))	-	-	-	-	-	-
Adjustment for utilised allocation under Enhanced ASCP - FWSS* (over-estimated) / under-estimated in previous year(s)	-	-	-	-	-	-
<b>Surplus/(Deficit) c/f (Note 4)</b>	<b>7,178,473.01</b>	<b>3,321,099.62</b>	<b>-</b>	<b>(88,227.11)</b>	<b>778,037.30</b>	<b>11,189,382.82</b>

Notes:

# Including an amount being the utilised allocation under CI: ASCP / Enhanced ASCP - FWSS\*

\* For those programmes which are regarded as FSA services/ FSA-related activities only

- (1) Interest received on LSG (including HA) and Provident Fund reserves, rent and rates, Central Items are included as one item under LSG; and the item is considered as part
- (2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmity Care Supplement, if any, as per Schedule for Central Items.
- (4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.
  - (i) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]

The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year.
  - (ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]

For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year.

From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

[For (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

For any amount above the cap, SWD would arrange the claw-back (including provisional in the following financial year except for those 58 NGOs which are subject to Productivity Enhancement Programme as stipulated in SWD's letter under reference (9) in SWD/S/133/1 of 6 March 2024. For details of the claw-back arrangement of the said 58 NGOs, please refer to the above letter.) accordingly.

**9. Schedule for Rent and Rates  
Analysis of Subvention and Expenditure**

Unit Code and Name	Subvented Element	Subvention Released (Note 1)	Actual Expenditure	Surplus (Note 2)	Deficit (Note 2)
		\$	\$	\$	\$
1986 - Central Administration	Rent (Note 3)	3,605.00	20,923.94	-	17,318.94
	Rates	3,648.00	3,136.00	512.00	-
	Less: Rates concession				
	Total	7,253.00	24,059.94	512.00	17,318.94
2012 - Enhancement of Community Support Services for Elderly Persons	Rent (Note 3)	644,304.00	703,332.00	-	59,028.00
	Rates	83,852.00	96,620.00	-	12,768.00
	Less: Rates concession				
	Total	728,156.00	799,952.00	-	71,796.00
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Rent (Note 3)				-
	Rates				-
	Less: Rates concession				
	Total	-	-	-	-
	Grand Total	735,409.00	824,011.94	512.00	89,114.94

Note :

1. The figures are to be extracted from the payroll for March plus subvention released in late March of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee , and Government Rent.

**Schedule for Central Items**  
**Analysis of Subvention and Expenditure for the Period from 1 April 2023 to 31 March 2024**

Name of Agency : Christian & Missionary Alliance Church Union Hong Kong Limited (148)

Unit Code and Name/ Remittance Advice No. (Note 7)	Subvented Element	Subvention Released (Note 1a) (a1)	Reimbursement of Maternity Leave Pay (RMLP) Scheme reimbursement received (Note 1b)#	Actual Expenditure (Note 2a) (a2)	Actual Expenditure incurred under RMLP Scheme (Note 2b)#	Surplus (Note 3) (a) = (a1) - (a2)	Deficit for the year		Surplus b/f (Note 5) (c)	Refund from (to) Government (f)	Adjustment (Note 9) (g)	Surplus c/f (Note 6) (b)=(e)+(f)-(g)-(h)+4g)
							Deficit (Note 3) (b) = (a1) - (a2)	Deficit transferred to LSG (Note 4) (c)				
3026- After School Care Program - Fee Waiving Subsidy Scheme	After School Care Programme - Fee Waiving Subsidy Scheme	1,818,144.00	-	1,675,620.00	-	142,524.00	0.00	N.A.	497,245.50	-	-	639,769.50
V148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2021)	-	-	-	-	-	-	N.A.	0.40	-	-	0.40
6061 - Nursery Schools	Training Subsidy under Training Scheme for Care Centre Supervisors and Special Child Workers in Pre-school Rehabilitation Services	-	-	-	-	-	-	N.A.	67,950.00	-	-	67,950.00
T148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2018)	-	-	-	-	-	-	-	0.40	-	-	0.40
W148 - Lei Tung Nursery School	Subsidy Scheme for Extend Hours Service (EHS) Users (Time-defined 31/8/2024)	28,314.00	-	26,208.00	-	2,106.00	-	-	361.00*	(561.00)	-	2,106.00
6342 - Nursery Schools	Time-defined Subsidy Scheme for Occasional Child Care Service (Time-defined 31/3/2023)	-	-	-	-	-	-	N.A.	62,964.00**	(62,964.00)	-	-
6342 - Nursery Schools	Time-defined Subsidy Scheme for Occasional Child Care Service (Time-defined 31/3/2026)	68,211.00	-	-	-	68,211.00	-	N.A.	-	-	-	68,211.00
<b>Total</b>		1,914,669.00	-	1,701,828.00	-	212,841.00	-	-	628,521.30	(63,325.00)	-	778,037.30

# Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure under RMLP Scheme (see Note 2(b) below) will be assessed separately.

^ Please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting

**Notes:**

- 1(a). The figures for the whole financial year are extracted from the payroll for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by the Social Welfare Department of the financial year.
- 1(b). This amount represents any reimbursement received from the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
- 2(a). Actual expenditure represents the total expenditure incurred including provident fund for the respective servicees after netting off (i) programme income and (ii) expenditure under RMLP Scheme mentioned in Note 2(b) below, if any.
- 2(b). This amount represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.
3. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
4. Deficit i.r.o. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD/S/104/2 Pt. 18 dated 4 March 2020.
  - (i) Dementia Supplement for Elderly with Disabilities
  - (ii) Infirmary Care Supplement for the Aged Blind Persons
  - (iii) Dementia Supplement for Residential Elderly Services
  - (iv) Infirmary Care Supplement for Residential Elderly services
5. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
6. "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
7. Unit code and name / remittance advice no. are extracted from the payroll from SWD and remittance advice from the Treasury respectively.
8. The central items as listed above may not be exhaustive and any relevant details of central items released and/or expended during the year, where appropriate, should also be included.
9. For ASCP/ Enhanced ASCP, the adjustment includes the amount of expenditure overstated / (understated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.

**Remarks:**

\* The subvention released in 2022/23 for W148 should be \$24,608 instead of \$24,673, therefore the surplus b/f should be \$361 instead of \$426.

\*\* The subvention released in 2022/23 for 6342 should be \$62,964 instead of \$63,600, therefore the surplus b/f should be \$62,964 instead of \$63,600.

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**CHRISTIAN & MISSIONARY ALLIANCE CHURCH UNION HONG KONG LIMITED**  
**NOTES ON THE ANNUAL FINANCIAL REPORT**  
**FOR THE PERIOD FROM 1 APRIL 2023 TO 31 MARCH 2024**

Appendix 1

**Schedule for Investment**  
**Analysis of Investment as at 31 March 2024**

**Agency : Christian & Missionary Alliance Church Union Hong Kong Ltd.**

	2024 HK\$'000	2023 HK\$'000
<b>LSG Reserve as at 31 March</b>	<u>10,497</u>	<u>9,969</u>

**Represented by :**

**Investments**

a. HKD Bank Account Balances	10,497	9,969
b. HKD 24-hour Call Deposits	-	-
c. HKD Fixed Deposits	-	-
d. HKD Certificate of Deposits	-	-
e. HKD Bonds (see appendix for breakdown)	<u>-</u>	<u>-</u>
	<u>10,497</u>	<u>9,969</u>

Note: The investments should be reported at historical cost.

**Confirmed by:-**



\_\_\_\_\_  
 Rev. Chow Hiu Fai, Arnold  
 Chairman  
 Date : 17 October, 2024



\_\_\_\_\_  
 Ms. Ng Yin Hing  
 General Secretary for Social Services  
 Date : 17 October, 2024

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**Appendix 2**

**The subvented service units are as follows:**

- (1) C & M A Social Services
- (2) C & M A Bradbury King Lam Neighbourhood Elderly Centre
- (3) C & M A Yau Lai Neighbourhood Elderly Centre
- (4) C & M A Cheung Hang Neighbourhood Elderly Centre
- (5) C & M A Lei Fook Neighbourhood Elderly Centre
- (6) Christian & Missionary Alliance Fu Shan Nursery School
- (7) Christian & Missionary Alliance Lei Tung Nursery School
- (8) Christian & Missionary Alliance Shatin Nursery School
- (9) Christian & Missionary Alliance South Horizons Nursery School
- (10) Christian & Missionary Alliance Tin Chung Nursery School
- (11) Christian & Missionary Alliance Plover Cove Nursery School
- (12) The Christian & Missionary Alliance Tuen Mun Church Family Services- Hing Yiu Services Centre
- (13) The C&M Alliance Wah Kee Social Service Centre
- (14) The C&M Alliance Wah Kee Neighbourhood Centre
- (15) The C&M Alliance Wah Kee Youth Centre



17 October, 2024

Private & Confidential

The Board of Directors  
Christian & Missionary Alliance Church Union Hong Kong Limited  
M/F., GIC Building,  
Olympian City (Phase 1),  
Kowloon.

Dear Sir/Madam,

Re: Christian & Missionary Alliance Church Union Hong Kong Limited  
- C & M A Social Services ("the Organization")  
Management letter

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We refer to our audit of the Organization for the year ended 31 March, 2024.

During the course of our audit procedures, we have assessed the adequacy and effectiveness of the financial and accounting records of the Organization in relation to procedures of the Organization. In making our risk assessments, we consider internal control relevant to the Organization's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing on the effectiveness of the Organization's internal control.

We are not aware of any significant internal control weakness relevant to the audit of the financial statements that have come to our attention.

It must be appreciated that the foregoing procedures are designed primarily with a view to the expression of our opinion on the accounts of the Organization and therefore do not necessarily reveal all possible weaknesses which can only be done by a more extensive special examination.

Very truly yours,

Fan, Chan & Co. Limited  
Certified Public Accountants

Our ref: KK/FFKH/CLHY/cl/C149