

香港航空青年團
HONG KONG AIR CADET CORPS
INDEPENDENT PRACTITIONER'S ASSURANCE REPORT
FOR FLAG DAY APPEAL ON
23RD JANUARY 2016

REPORT AND ACCOUNT

謝煜權會計師事務所有限公司
Raymond Y. K. Tse & Co. CPA Limited
Certified Public Accountants (Practising)
HONG KONG

INDEPENDENT PRACTITIONER'S ASSURANCE REPORT
TO THE EXECUTIVE MEMBERS OF HONG KONG AIR CADET CORPS ("the Corps")

PUBLIC SUBSCRIPTION PERMIT NO. FD/R093/2015

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 Corps' regional flag day fund-raising activities in Hong Kong Island held on 23rd January 2016 ("the Event").

Respective responsibilities of the Executives and Practitioner

The Executives are responsible for preparing the attached income and expenditure account in accordance with the basis of preparation set out in note 1, 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.

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 Control 1 and accordingly maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

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, Reporting on Flag days and General Charitable Fund-raising Activities 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.

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INDEPENDENT PRACTITIONER'S ASSURANCE REPORT
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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 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 Corps 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 Corps' books and records.

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 Corps 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 1.

Intended users and purpose

This report is intended solely for the purpose of assisting the Corps to satisfy the conditions stated in the Public Subscription Permit issued by 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.



Raymond Y. K. Tse & Co. CPA Limited
Certified Public Accountants (Practising)

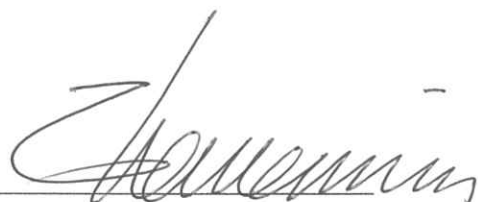
Tse Wing Sing, Victor
Practising Certificate Number : P03617

Dated this Hong Kong : 5th day of April 2016

HONG KONG AIR CADET CORPS
 INCOME AND EXPENDITURE ACCOUNT
 FOR FLAG DAY APPEAL HELD ON 23RD JANUARY 2016
 IN HONG KONG ISLAND REGION
 PUBLIC SUBSCRIPTION PERMIT NO. FD / R093 / 2015

	HK\$	HK\$
Income		
Appeal letters	115,030.00	
Flag day collection	<u>282,624.85</u>	397,654.85
 Less : Expenditure		
Audit fee	2,600.00	
Cleaning and repair fees of flag bags	1,515.50	
Certificates and souvenirs for helpers	730.00	
Printing and stationery	1,867.00	
Postage	598.40	
Sundry expenses	5,250.00	
Transportation charges	<u>13,638.61</u>	<u>26,199.51</u>
 Surplus		<u><u>371,455.34</u></u>

Approved by the Board of Executives on 5th day of April 2016
 On behalf of the Board



Chairman
 Mr. Peter Cham Chiu CHAU
 BBS MBE QPM CPM FIMGT



Honorary Treasurer
 Mr. Edwin Wing Chu LAU
 AE

HONG KONG AIR CADET CORPS
NOTES TO FINANCIAL STATEMENTS

Note 1 Basis of preparation and accounting policies

The income and expenditure account has been prepared 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 the Practice Note 850 "Reporting on Flag Days and General Charitable Fund-raising Activities Covered by Public Subscription Permits issued by the Social Welfare Department" issued by the Hong Kong Institute of Certified Public Accounts ("HKICPA") and the requirement of the Social Welfare Department of the Government of the Hong Kong Special Administrative Region (SWD). It has been prepared under the accruals basis of accounting.

The following are the specific accounting policies that are necessary for a proper understanding of the financial statements.

(a) Income

Income is recognised when it is probable that the economic benefits will flow to the Corps and when the income can be measured reliably, on the following basis:

Flag day fund-raising income is recognised when the cash and cheque are received from the donor in the event.

Note 2 General information and the purpose of the Event

The Social Welfare Department has issued a Public Subscription Permit No. FD/R093/2015 on 24th March 2015 to the Corps to conduct flag day fund-raising activities on 23rd January 2016 on Hong Kong Island Region in accordance with Section 4(17)(i) of the Summary Offences Ordinance (Cap.228).

The total flag day fund-raising income in the amount of HK\$397,654.85 were deposited to the Corps' bank account. The purpose of this flag day fund-raising activities was used for implementing programmes and sustaining activities in the year of 2015/2016.

香港航空青年團
HONG KONG AIR CADET CORPS
INDEPENDENT PRACTITIONER'S ASSURANCE REPORT
FOR FLAG DAY APPEAL ON
23RD JANUARY 2016

獨立執業會計師鑒證報告書

謝煜權會計師事務所有限公司
Raymond Y. K. Tse & Co. CPA Limited
Certified Public Accountants (Practising)
HONG KONG

獨立執業會計師鑒證報告
致：香港航空青年團

公開籌款許可證編號：FD/R093/2015

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 2016 年 1 月 23 日舉行的港島分區賣旗日籌款活動（「有關活動」）的收支結算表作出報告。

委員會成員及執業會計師各自的責任

根據社會福利署發出的公開籌款許可證所列條件，委員會成員須負責按照附註 1 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。

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《職業會計師道德守則》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。

本所應用香港質量控制準則第 1 號，因此保持一個完整的質量控制制度，包括制定有關遵守職業道德要求、專業準則，以及適用的法律及監管要求的政策和程序守則。

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，並向委員會報告。

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「有關獲發社會福利署公開籌款許可證的賣旗日和一般慈善籌款活動之報告」（“Reporting on Flag days and General Charitable Fund-raising Activities Covered by Public Subscription Permits issued by the Social Welfare Department”）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。

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。

獨立執業會計師鑒證報告
致：香港航空青年團

公開籌款許可證編號：FD/R093/2015

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。

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一所載的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。

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。



謝煜權會計師事務所有限公司
香港執業會計師

謝永勝
執業證書號碼：P03617

香港

日期：2016年4月5日

香港航空青年團
賣旗日收支結算表
於2016年1月23日舉行的港島分區賣旗日籌款活動
公開籌款許可證編號:FD/R093/2015

收入	港幣	港幣
招募信收入	115,030.00	
賣旗日收入	<u>282,624.85</u>	397,654.85
減：支出		
核數費	2,600.00	
清潔及維修旗袋	1,515.50	
義工証書及紀念品	730.00	
印刷及文具	1,867.00	
郵費	598.40	
什項支出	5,250.00	
運輸費	<u>13,638.61</u>	<u>26,199.51</u>
盈餘		<u><u>371,455.34</u></u>

執行委員會批准於2016年4月5日
執行委員會代表



主席
周湛樵先生
BBS MBE QPM CPM FIMGT



義務司庫
劉榮柱先生
AE

附註一 編撰基準及主要會計政策

鑒證報告乃根據香港會計師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「有關獲發社會福利署公開籌款許可證的賣旗日和一般慈善籌款活動之報告」及香港特別行政區政府社會福利署發出的公開籌款許可證所列條件編撰，鑒證報告乃按過往成本會計法編撰。以下是本團採用的主要會計政策概要。

(a) 收益確認

賣旗日籌款收入在捐款人於有關活動現金及支票獲確定後入帳。

附註二 一般資料及賣旗籌款用途

社會福利署於2015年3月24日根據簡易程序治罪條例第228章第4(17)(i)條發出公開籌款許可證編號 FD/R093/2015 給本團並可於2016年1月23日於港島區進行賣旗日籌款。

賣旗籌款總金額為港幣397,654.85並全數存入本團銀行戶口，此賣旗籌款目標為籌募經費，藉以支持本團於二零一五至二零一六年度內舉辦之項目及活動。