# ANNUAL FINANCIAL REPORT

# ASIA WOMEN'S LEAGUE LIMITED (Incorporated in Hong Kong with liabilities limited by guarantee)

31 March 2012



Rooms 1612-17, Hollywood Plaza, No. 610 Nathan Road, Kowloon.

Tel: (852) 2359 9330 Fax: (852) 2771 5391 / 2771 5397

#### REVIEW REPORT ON ANNUAL FINANCIAL REPORT

To the Executive Committee of ASIA WOMEN'S LEAGUE LIMITED ("the League") (incorporated in Hong Kong with liabilities limited by guarantee)

We have audited the combined financial statements of the League for the year ended 31 March 2012 and have issued an unqualified auditors' report thereon dated 31 August 2012.

We conducted our review of the attached Annual Financial Report on pages 3 to 14 of the League for the year ended 31 March 2012 in accordance with Practice Note 851 "Review of the Annual Financial Reports of Non-governmental Organizations" issued by the Hong Kong Institute of Certified Public Accountants. The review includes considering the procedures and records relevant to the preparation of the Annual Financial Report and performing procedures to satisfy ourselves that the Annual Financial Report has been properly prepared from the books and records of the League, on which the above combined audited financial statements of the League are based.

#### Review conclusions

On the basis of the results of our review and having regard to the audit procedures performed by us in relation to the audit of the combined financial statements of the League for the year ended 31 March 2012:

- a. in our opinion the Annual Financial Report has been properly prepared from the books and records of the League; and
- b. no matter have come to our attention during the course of our review, which cause us to believe that the League has not:
  - 1. properly accounted for the receipt of Lump Sum Grant, Provident Fund and Special One-off Grant and other social welfare subventions and expenditure in respect of Funding and Services Agreement activities and support services;
  - 2. kept separate Operating Income and Expenditure Account for each subvented service unit as required by the Lump Sum Grant Manual (LSG Manual) published by the Social Welfare Department of the Government of the HKSAR;
  - 3. prepared the Annual Financial Report in accordance with the format and requirements set out in the LSG Manual; and
  - 4. employed the staff quoted in the Special One-off Grant and Provident Fund arrangements during the year ended 31 March 2012.



# REVIEW REPORT ON ANNUAL FINANCIAL REPORT (continued)

To the Executive Committee of ASIA WOMEN'S LEAGUE LIMITED ("the League") (incorporated in Hong Kong with liabilities limited by guarantee)

This report is intended for filing with the Social Welfare Department of the Government of the HKSAR and should not be used for any purpose.

Hong Kong 31 August 2012

# ANNUAL FINANCIAL REPORT

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

# FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

	Notes	Total 2011-12	Total 2010-11 Restated (Appendix 1)
A. INCOME		\$	\$
Lump Sum Grant			
a. Lump Sum Grant (excluding			
Provident Fund)	1a	27 697 146 00	26,000,226,00
b. Provident Fund	1b	27,687,146.00	26,089,326.00
2. Special One-off Grant	10	2,612,794.00	2,570,608.00
3. Fee Income	2	5 675 026 20	5 (20 (07 00
4. Central Items	3	5,675,926.30 1,376,029.00	5,630,607.80
5. Rent and Rates	4	626,483.00	1,039,963.00 667,008.00
6. Other Income	5	020,483.00	007,008.00
a. Compensation Income	5	66,301.60	308,645.77
b. Miscellaneous Income		379,861.85	202,918.79
7. Interest Received		48,215.36	22,052.40
		10,213.30	22,032.40
TOTAL INCOME		38,472,757.11	36,531,129.76
B. EXPENDITURES			
Personal Emoluments	6		
a. Salaries	Ü	25,519,303.02	23,843,246.01
b. Provident Fund	1b	1,899,588.47	1,876,620.40
c. Severance Payments	10	1,055,500.47	1,070,020.40
d. Allowances		31,860.00	23,124.19
Sub-total		27,450,751.49	25,742,990.60
2. Other Charges	7	6,885,667.50	6,844,215.14
3. Central Items	3	1,310,648.22	897,314.06
4. Rent and Rates	4	638,391.32	597,247.44
5 Special One-off Grant Payments	7a		319,680.00
TOTAL EXPENDITURES		36,285,458.53	34,401,447.24
C. SURPLUS FOR THE YEAR	8	2,187,298.58	2,129,682.52

Chairlady Date: 31 August 2012 Chief Executive

Date: 31 August 2012

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

#### FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

### 1. Lump Sum Grant

a. Lump Sum Grant (excluding Provident Fund)

This represents Lump Sum Grant (excluding Provident Fund) received for the year.

#### b. Provident Fund

This is Provident Fund received and contributed during the year.

Details are analysed below:

Provident Fund Contribution	Snapshot Staff	6.8% and Other Posts	Total \$
Subvention Received Provident Fund Contribution	1,298,244.00	1,314,550.00	2,612,794.00
paid during the year	1,123,678.80	775,909.67	1,899,588.47
Surplus for the year Surplus b/f	174,565.20 1,208,417.17	538,640.33 2,723,365.05	713,205.53 3,931,782.22
Surplus c/f	1,382,982.37	3,262,005.38	4,644,987.75

#### 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 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 Agency.

Agency Code and Name:

032 ASIA WOMEN'S LEAGUE LTD.

### FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

# 3. Central Items (continued)

		2011-12 \$	2010-11
a.	Income Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services Programme Worker posts extended for one year in 2011-12 Time-defined Programme Assistants and Care Assistants	791,364.00	487,175.00
	for Elderly Services Dementia Supplement for Day Care Centres for the Elderly	264,835.00 12,246.00	245,204.00
Total		1,376,029.00	1,039,963.00
b.	Expenditures Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services Programme Worker posts extended for one year in 2011-12 Time-defined Programme Assistants and Care Assistants for Elderly Services Dementia Supplement for Day Care Centres for the Elderly	790,849.85 - 285,277.93 222,274.44 12,246.00	490,388.01 - 302,400.00 104,526.05
Total		1,310,648.22	897,314.06

### 4. Rent and Rates

This represents the amount paid by Social Welfare Department.

# 5. Other Income

These include all donations and income other than recognized social welfare fee income received during the year.

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

# FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

# 6. Personal Emoluments

Personal Emoluments include salary, provident fund, salary-related allowances.

Analysis	of Persona	l Emoluments
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	Analysis of Personal Emoluments		
		No. of Posts	\$
	HK\$500,001-HK\$600,000 p.a.	0	_
	HK\$600,001-HK\$700,000 p.a.	0	_
	HK\$700,001-HK\$800,000 p.a.	0	
	HK\$800,001-HK\$900,000 p.a.	0	) <del></del>
	HK\$900,001-HK\$1,000,000 p.a.	1	901,140.00
	HK\$1,000,001 or above	0	-
7.	Other Charges		
	The breakdown on Other Charges is as follows:	2011-12	2010-11

The	breakdown on Other Charges is as follows:		
	*	2011-12	2010-11
		\$	\$
		4 7 64 0 70 00	1 151 050 15
a.	Utilities	1,561,959.32	1,474,353.45
b.	Food	3,040,152.21	2,927,063.26
C.	Administrative Expenses	160,399.57	156,429.99
d.	Stores and Equipment	557,223.11	720,775.23
е	Repairs and Maintenance	488,894.47	659,188.69
f.	Programme Expenses	134,152.02	155,727.54
g.	Transportation and Travelling	100,555.97	71,241.02
h.	Insurance	222,470.61	217,274.01
i.	Miscellaneous		
	- Medical Expenses for Clients	139,033.08	97,524.54
	- VMO	209,257.50	214,965.00
	- Uniform and Bedding	8,003.00	22,779.00
	- Security Fee	125,000.04	102,266.71
	- Training and Development	79,498.00	2
	- Sundry Expenses	59,068.60	24,626.70
		6,885,667.50	6,844,215.14
		0.000,007.00	0,077,213.17

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

# FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

# 7a. Special One-off Grant Payments

		2011-12 \$	2010-11 \$
a.	Voluntary Retirement Scheme	-	-
b.	Compensation Scheme	-	-
c.	Staff Training and Development	-	319,680.00
d.	Other Staff-related Initiatives		
			319,680.00

Agency Code and Name: 032

#### FOR THE PERIOD FROM 1 APRIL 2011 to 31 MARCH 2012

#### 8. Analysis of Reserve Fund

	Analysis of Reserve Fund						
	Lump Sum Grant (LSG)	Special One-off Grant (SOG)	Rent & Rates	Central Items	Total		
Income	\$	\$	\$	\$	\$		
Lump Sum Grant	30,299,940.00	2	-	-	30,299,940.00		
Special One-off Grant	-	_ 1	_	-	-		
Fee Income	5,675,926.30	_	_	_ 1	5,675,926.30		
Interest Received	48,215.36	_	_	-	48,215.36		
Rent & Rates	-	_	626,483.00	- 1	626,483.00		
Central Items	_	_	-	1,376,029.00	1,376,029.00		
Other Income	446,163.45	_	_	-	446,163.45		
Total Income (a)	36,470,245.11	-	626,483.00	1,376,029.00	38,472,757.11		
Expenditure			10				
Personal Emoluments	27,450,751.49	_	-	-	27,450,751.49		
Other Charges	6,885,667.50		-		6,885,667.50		
Rent & Rates	_	10 _	638,391.32	-	638,391.32		
Central Items	-	_	-	1,310,648.22	1,310,648.22		
Special One-off Grant Payments	<u>-</u>	-	-	-	-		
Total Expenditure (b)	34,336,418.99	-	638,391.32	1,310,648.22	36,285,458.53		
100000-00000-000-000000000-000	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		,		,		
Surplus/(Deficit) for the year (a) - (b)	2,133,826.12	%	(11,908.32)	65,380.78	2,187,298.58		
Less: Surplus/(Deficit) of	_,,.		, , ,		-		
Provident Fund	713,205.53	-		-	713,205.53		
Surplus for the year excluding Provident Fund	1,420,620.59	-	(11,908.32)	65,380.78	1,474,093.05		
Surplus/(Deficit) b/f - Restated (Appendix 2)	18,429,661.96	(1,015,117.94)	29,237.60	171,603.97	17,615,385.59		
Add/(Less): Transfer to AWL's own fund to cover the Salary deficits for DS	-	<u>-</u>	-	-	-		
	19,850,282.55	(1,015,117.94)	17,329.28	236,984.75	19,089,478.64		
Less: Refund to Government	-	-	(29,235.56)	(145,861.95)	(175,097.51)		
SOG Deficit transferred to LSG Reserve ( C )							
(SWD fax on 27/06/2012)	(1,015,117.94)	1,015,117.94	-	-			
Surplus/(Deficit) c/f	18,835,164.61	-	(11,906.28)	91,122.80	18,914,381.13		
Less: Surplus/(Deficit) as at 31 March 2007 - Restated (SWD comment on 04/09/2012)	12,442,193.35	-					
Surplus/(Deficit) for 2007/08 afterwards (B)	6,392,971.26	-					

Note: (A) Total Expenditures under LSG excluding Provident Fund Expenditures

= HK\$34,336,418.99 - HK\$1,899,588.47

= HK\$32,436,830.52

(B) Total Surplus of LSG and Interest Received excluding Provident Fund for 2007/08 afterwards

= HK\$6,392,971.26 [less than 25% of (A)]

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

#### FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

#### 9. Schedule for Central Items

							Deficit for the Year				
Unit	71. 77	811.5	Subvention	Actual			Deficit				
Code	Unit Name	Subvented Element	Released	Expenditures	Surplus	Deficit	tranferred to	Adjusted	Surplus b/f	Refund to	Surplus c/f
(Note 7)			(Note 1)	(Note 2)	(Note 3)	(Note 3)	AWL's own fund	Deficit	(Note 5)	Government	(Note 6)
Unit			\$	\$	(a)	(b) \$	(c)	(d) = (b) - (c)	(e)		(f) = (e) + (a) - (d)
Offic			Φ	•	Ф	Þ			•		Þ
1051	Ho Leung Kit Ting C & A Home	Dementia Supplement for Residential Elderly Services	226,104.00	226,104.00	-	-	-	-	12,906.60	-	12,906.60
6732	Asia Women's League Ltd (Attached to Chan Kwun Tung C & A Home)	Dementia Supplement for Day Care Centres for the Elderly	12,246.00	12,246.00	-	2	-	-	-	-	
0328	Asia Women's League Ltd	Care Assistants (Time- defined) - Elderly Services Programme Assistants (Time- defined)	180,323.00	139,641.19	40,681.81	_	-	-	142,420.34	(129,724.92)	53,377.23
		- Elderly Services	84,512.00	82,633.25	1,878.75		-	-	11,093.03	(10,953.03)	2,018.75
032P	Asia Women's League Ltd	Programme Worker posts extended for one year in 2011-12	307,584.00	285,277.93	22,306.07	-	- N	-	5,184.00	(5,184.00)	22,306.07
7898	Chan Kwun Tung C & A Home	Dementia Supplement for Residential Elderly Services	565,260.00	564,745.85	514.15	-	-	-	-	-	514.15
Sub-total			1,376,029.00	1,310,648.22	65,380.78	-	-	-	171,603.97	(145,861.95)	91,122.80

- 1. The figures for the whole financial year can be extracted from the paylist for March (Final) of the financial year
- Actual expenditure represents the total expenditures incurred including provident fund for the respective services after netting off programme income, if any.
- 3. Surplus / Deficit for each element represents the difference between subvention released and actual expenditure.
- Deficit arising from salary adjustments can be transferred to the Lump Sum Grant Reserve as stated in our letter ref. (23) in SWD /S/104/2 Part 4 dated 16 July 2008.
- 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 plus surplus, if any, arising from operations in current year.
- Unit codes and names assigned by SWD should be filled, if available.
- 8. This part is for the PA, CA, PC and YA posts for 2007-08 allocated vide our letter ref. SWD/S/203/1 VI dated 17 March 2007.
- 9. Those subventions for subvented element "Care Assistant / Programme Assistant (time-limited)" with the same time-limited date should be grouped under the respective programme, and thus the unit code and name may be skipped.
- Total surplus, if any, for the posts have to be returned to the Social Welfare Department.
- As the above schedule may not be exhaustive in content, any relevant details in respect of central items released and/or expended during the year may also be included, where appropriate.

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

#### FOR THE PERIOD FROM 1 APRIL 2011 TO 31 MARCH 2012

#### 10. Schedule for Rent and Rates

		Subvention Released (Note 1)	Actual Expenditures (Note 2)	Current Year Surplus (Note 3)	Current Year Deficit (Note 3)	Prior Year Back Payment	Balance b/f (Note 4)	Refund to Government (Note 5)	Balance c/i
Rent		\$	\$	S	\$	\$	\$	\$	\$
9001	Ho Leung Kit Ting Social Centre	-			-	-	0.08	-	0.0
1054	Chan Kwun Tung C & A Home - Current year - Back payment for prior year	125,093.00	132,024.80	-	(6,931.80)	-	2,735.80	(2,734.40)	(6,930.40
		125,093.00	132,024.80	-	(6,931.80)	-	2,735.80	(2,734.40)	(6,930.40
1169	Yau Ma Tei Neighbourhood Elderly Centre (upgraded from Yau Ma Tei Social Centre)						00 000000000		
	- Current year - Back payment for prior year	24,348.00	12,432.00	11,916.00	-	-	6,455.00	(6,456.00)	11,915.00
		24,348.00	12,432.00	11,916.00	-	-	6,455.00	(6,456.00)	11,915.00
1057	Ho Leung Kit Ting C & A Home - Current year - Back payment for prior year	95,252.00	100,529.72	-	(5,277.72)	-	2,084.32	(2,082.56)	(5,275.96
		95,252.00	100,529.72	-	(5,277.72)	8.5	2,084.32	(2,082.56)	(5,275.96
		244,693.00	244,986.52	11,916.00	(12,209.52)	-	11,275.20	(11,272.96)	(291.28
Rates Unit						1.5			
9001	Ho Leung Kit Ting Social Centre	-	-	-	-	-	(0.20)	-	(0.20
1054	Chan Kwun Tung C & A Home - Current year - Back payment for prior year	208,488.00	217,551.28	-	(9,063.28) -	-	7,047.44 -	(7,047.00) -	(9,062.84
		208,488.00	217,551.28	-	(9,063.28)	-	7,047.44	(7,047.00)	(9,062.84
1169	Yau Ma Tei Neighbourhood Elderly Centre (upgraded from Yau Ma Tei Social Centre)								
	- Current year - Back payment for prior year	14,550.00	10,200.00	4,350.00	-	-	5,550.00	(5,550.00)	4,350.00
	- David Payment for prior year	14,550.00	10,200.00	4,350.00	-	-	5,550.00	(5,550.00)	4,350.00
057	- Current year	158,752.00	165,653.52		(6,901.52)	-	5,365.16	(5,365.60)	(6,901.96)
	- Back payment for prior year	158,752.00	165,653.52	-	(6,901.52)		5,365.16	(5,365.60)	(6,901.96)
		381,790.00	393,404.80	4,350.00	(15,964.80)		17,962.40	(17,962.60)	(11,615.00)
Grand	Total	626,483.00	638,391.32	16,266.00	(28,174.32)	-	29,237.60	(29,235.56)	(11,906.28)

#### Note:

- The figures for the whole financial year can be extracted from the paylist for March plus subvention released in the late March of the financial year.
- Actual expenditures represent the total expenditures incurred including provident fund for the respective services after netting off programme income, if any.
- 3. Surplus / Deficit for each element represents the difference between subvention released and actual expenditures.
- 4. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
- 5. Refund to Government represents the total refund actually made to government during the year.
- 6. "Surplus carried forward (c/f)" means surplus brought forward plus surplus, if any, arising from operations in current year.

Agency Code and Name: 032 ASIA WOMEN'S LEAGUE LTD.

#### **AS AT 31 MARCH 2012**

11. Schedule for analysis of investment

2012 2011 HK\$

HK\$

Reserve for Lump Sum Grant (except provident fund, rent and rates and central items) as at 31 March 2012

18,835,164.61

17,414,544.02

Represented by:

Investments

a. HKD Fixed Deposits/Bank a/c

18,835,164.61

17,414,544.02

- Note: 1. The investments should be reported at historical cost.
  - 2. According to the Lump Sum Grant Manual (May 2012) Reserve 2.31, an amount of cash equivalent to the accumulated reserves excluding Provident fund reserves must be kept in separate interest-bearing accounts with banks licensed in Hong Kong.

Confirmed by:-

Authorized

Signatory

Name

Fok Tsang Shou Ying, Geraldine

Title Date

Chairlady 31 August 2012 Authorized

Signatory Name

Title Date Tam Yuk Lan, Yalenda

Chief Executive Officer

31 August 2012

Aconon	Cada	and '	Momo	
Agency	Code	and	Name	:

032 ASIA WOMEN'S LEAGUE LTD.

# AS AT 31 MARCH 2012

# 11. Detailed Analysis of Investments as at 31 March 2012

Investment in HKD Fixed Deposits

	Custodian	Deposit	Amount	Maturity	Interest Rate	
	Bank	Number	HK\$	Date	% p.a.	
1.	Bank of East Asia	037	2,693,245.20	28 May 2012	0.72%	
2.	Bank of East Asia	032	1,020,351.80	2 May 2012	1.40%	
3.	Standard Chartered Bank	570-3-620521-1	2,617,294.35	17 May 2012	0.02%	
4.	Hang Seng Bank	001	1,590,017.68	11 April 2012	0.10%	
5.	Hang Seng Bank	003	1,656,799.95	11 April 2012	0.10%	
6.	HSBC	002	500,350.02	20 April 2012	0.01%	
7.	HSBC	001	2,539,125.70	20 April 2012	0.01%	
		286-5-186163,				
8.	Hang Seng Bank Saving a/c	286-297452-668	6,217,979.91			
	Total		18,835,164.61			

# Appendix 1

# ANNUAL FINANCIAL REPORT

Agency Code and Name 032

# ASIA WOMEN'S LEAGUE LTD.

# FOR THE PERIOD FROM 1 APRIL 2010 TO 31 MARCH 2011

	2010-11 as previously reported	Reclassification of Pupil Nurse compensation income	2010-11 as restated (p. 3)
	\$	\$	\$
A. INCOME			
1. Lump Sum Grant			
a. Lump Sum Grant (excluding			
Provident Fund)	26,089,326.00		26,089,326.00
b. Provident Fund	2,570,608.00		2,570,608.00
2. Special One-off Grant	164,985.49	(164,985.49)	-
3. Fee Income	5,630,607.80		5,630,607.80
4. Central Items	1,039,963.00		1,039,963.00
5. Rent and Rates	667,008.00		667,008.00
6. Other Income			2
a. Compensation Income	308,645.77		308,645.77
b. Miscellaneous Income	37,933.30	164,985.49	202,918.79
7. Interest Received	22,052.40		22,052.40
	36,531,129.76	-	36,531,129.76
TOTAL INCOME			\$1
B. EXPENDITURES			
1. Personal Emoluments			
a. Salaries	23,843,246.01		23,843,246.01
b. Provident Fund	1,876,620.40		1,876,620.40
c. Severance Payments	-		-
d. Allowances	23,124.19	* 2	23,124.19
Sub-total	25,742,990.60		25,742,990.60
2. Other Charges	6,844,215.14		6,844,215.14
3. Central Items	897,314.06		897,314.06
4. Rent and Rates	597,247.44		597,247.44
5 Special One-off Grant Payments	319,680.00		319,680.00
TOTAL EXPENDITURES	34,401,447.24		34,401,447.24
C. SURPLUS FOR THE YEAR	2,129,682.52	_	2,129,682.52

#### ANNUAL FINANCIAL REPORT

Agency Code and Nam	032	ASIA	WOMEN'S	LEAGUE LTD.

# FOR THE PERIOD FROM 1 APRIL 2010 TO 31 MARCH 2011

	Lump Sum	Special One-of	Rent &	Central	
	Grant (LSG)	Grant (SOG)	Rates	Items	Total
	\$	\$	\$	\$	\$
Surplus/(Deficit) as at 31 March 2011 as previously reported *	17,987,629.47	(573,085.45)	29,237.60	171,603.97	17,615,385.59
Reclassification correction Add: Compensation money from Pupil Nurses (per SWD fax on 27/6/2012)		T.			
2009/10 2010/11	277,047.00 164,985.49	(277,047.00) (164,985.49)	1		8
Surplus/(Deficit) as at 31 March 2011 as restated (P.8)	18,429,661.96	(1,015,117.94)	29,237.60	171,603.97	17,615,385.59

\* Previously reported and now combined per Lump Sum Grant Manual (May 2012)

Lump Sum Grant surplus b/f 16,495,477.02

Interest received b/f 1,492,152.45

17,987,629.47