

EMPLOYEES' SAFETY, TRAINING & REHABILITATION SERVICES LIMITED

INCOME AND EXPENDITURE ACCOUNT

**IN RESPECT OF THE GENERAL CHARITABLE
FUND-RAISING ACTIVITY HELD DURING THE PERIOD
FROM 1ST SEPTEMBER, 2019 TO 30TH NOVEMBER, 2019**

(PUBLIC SUBSCRIPTION PERMITS NO.2019/113/1)

**江子榮會計師行
JAMES T. W. KONG & CO.**

Certified Accountants

Certified Public Accountants

Hong Kong

EMPLOYEES' SAFETY, TRAINING & REHABILITATION SERVICES LIMITED

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**INDEPENDENT ASSURANCE REPORT TO THE DIRECTORS OF
EMPLOYEES' SAFETY, TRAINING & REHABILITATION SERVICES LIMITED
GENERAL CHARITABLE FUND-RAISING ACTIVITY HELD DURING THE
PERIOD FROM 1ST SEPTEMBER, 2019 TO 30TH NOVEMBER, 2019
PUBLIC SUBSCRIPTION PERMIT NO.2019/113/1)**

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 Employees' Safety, Training & Rehabilitation Services Limited ("the Permittee")'s general charitable fund-raising activity held during the period from 1st September, 2019 to 30th November, 2019 ("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.

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. We apply Hong Kong Standard on Quality Control 1 and accordingly maintain 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

It is our responsibility to form a conclusion on the attached income and expenditure account, based on our engagement, and to report our conclusion to you. This report is made solely to you, as a body, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised) "Assurance Engagements Other Than Audits or Historical Financial Information" and with reference to practice Note 850 (Revised), "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.

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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.

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 Association 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.

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.

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 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.


Kong Tze Wing
James T. W. Kong & Co.
Certified Public Accountants
Hong Kong

HONG KONG : 19 FEB 2020

EMPLOYEES' SAFETY, TRAINING & REHABILITATION SERVICES LIMITED

INCOME AND EXPENDITURE ACCOUNT
IN RESPECT OF THE GENERAL CHARITABLE FUND-RAISING
ACTIVITY HELD DURING THE PERIOD FROM
1ST SEPTEMBER, 2019 TO 30TH NOVEMBER, 2019

(PUBLIC SUBSCRIPTION PERMITS NO.2019/113/1)

| | | |
|---|-----------------|---------------------------|
| Proceeds from the fund raising activity | | \$15,120.00 |
| Expenditure: | | |
| Allowances for volunteers | 1,600.00 | |
| Professional fee | <u>1,500.00</u> | |
| | | <u>3,100.00</u> |
| Surplus of income over expenditure | | <u><u>\$12,020.00</u></u> |

The income and expenditure account above was approved and authorized for issue by the board of directors of Employees' Safety, Training & Rehabilitation services Limited on 19 FEB 2020 and is signed on its behalf by:



Mok Chun Pui
Director



Wong Chi Ming, Jack
Director

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1. General

The purpose of the general charitable fund-raising activity held during the period from 1st September, 2019 to 30th November, 2019 ("the Event") is an event organized by Employees' Safety, Training & Rehabilitation Services Limited ("the Permittee") for the purpose to raise funds for the operation expenses of rehabilitation services for work injured employees.

2. Basis of Preparation

The significant Accounting Policies are set out below:

Basis of account

The income and expenditure account has been prepared using the historical cost basis of accounting.

The income collected and expenditure incurred for this event held during the period from 1st September, 2019 to 30th November, 2019 are recognised on an accrued basis.

3. Donation credited to the bank

All the general charitable fund-raising activity proceeds collected in the sum of \$15,120.00 have been credited to the designated bank account of the Permittee before being used for payment of expenditures for the purpose specified in the permit on 9th January, 2020.

| | |
|--|-------------------------|
| | HK\$ |
| Excess of income over expenditure | 12,020.00 |
| Add: accrued expenditure not yet paid as at 9/1/2020 | <u>3,100.00</u> |
| Net balance of donations deposited into Permittee's bank account on 9/1/2020 | <u><u>15,120.00</u></u> |

4. Taxation

As the Permittee is registered as a charitable organization under Section 88 of Inland Revenue Ordinance, the Event is exempted from Hong Kong profits tax.