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HO LAP COLLEGE ALUMNI ASSOCIATION

可立中學校友會

REPORTS AND FINANCIAL STATEMENTS

報告書及財務報告表

FOR THE YEAR ENDED 31 DECEMBER 2017

截至二零一七年十二月三十一日止年度

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HO LAP COLLEGE ALUMNI ASSOCIATION
可立中學校友會

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Report of the executive committee
執行委員會報告書

The Executive committee has pleasure in submitting its annual report together with the audited financial statements for the year ended 31 December 2017.

執行委員會欣然向委員會成員提呈本會執行委員會報告書及截至二零一七年十二月三十一日止年度經已審核財務報告書。

Principal activities
主要活動

The principal activities are organizing social activities, monitoring seven scholarship schemes separately and managing the financial activities under the constitution of the Association.

本會為畢業同學和在職或已離任的可立中學教職員提供聚會和活動，獨立管理七個獎學金及嚴格遵照本會會章規定監管財務狀況。

Financial statements
財務報表

The result of the Association for the financial year ended 31 December 2017 and the state of the Association's affair as at that date are exhibited in the annexed audited financial statements.

本會截至二零一七年十二月三十一日的業務和本會於該日的財務狀況刊載於附載的經審核財務報表中。

Executive committee
執行委員會

The following executive committee held office during the year and up to the date of this report:
下列人士為在本年度及直至本報告之簽發日止期間的執行委員會成員：

Chairman	主席	Chong Kai Pun Lee Kwok Hang	莊啟斌 李國衡	(appointed on 18.3.2017) (retired on 18.3.2017)
Vice-chairman	副主席	Cheung Kam Hing Chau Kam Yuen So Chun Lung Lam Mei Ling, Dorcas	張錦慶 周錦源 蘇俊龍 林美玲	(appointed on 18.3.2017) (retired on 18.3.2017)
Secretary	秘書	Lo Sum Yin Chong Kai Pun	羅心妍 莊啟斌	(appointed on 18.3.2017) (retired on 18.3.2017)
School Manager	校友校董	Kwok Yu Man	郭裕文	
Treasurer	司庫	Kwok Yu Man	郭裕文	
Vice-treasurer	副司庫	Hui Hung Kit	許鬻傑	

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Report of the executive committee - Continued
執行委員會報告書 (續)

Auditor
審計主任

The financial statements for the year were audited by Miss Chan Sze Ki, who retires and, being eligible, offer themselves for re-appointment.

本年度的財務報表由審計主任陳詩琪所審核。該審計主任將任滿告退，並願意受聘續任。

On behalf of the Executive Committee
承執行委員會命

Chairman
主席

HONG KONG,
香港

HO LAP COLLEGE ALUMNI ASSOCIATION
可立中學校友會

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STATEMENT OF COMPREHENSIVE INCOME
全面收益表
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

	Note	2017	2016
	附註	HK\$	HK\$
		港幣(元)	港幣(元)
Revenue	3		
收入			
Ceremonies and activities		27,440	8,820
典禮及活動			
Scholarship income		6,000	6,000
獎學金收入			
Subscription income		2,200	400
入會費			
Interest income		32	42
利息收入			
		<u>35,672</u>	<u>15,262</u>
Expenditure	4	109,446	143,570
支出			
Net (deficit) and total comprehensive (expenditure)			
for the year		<u>(73,774)</u>	<u>(128,308)</u>
本年度(虧損)及全面(支出)總額			

The attached notes form an integral part of these financial statements.
附註為組成本財務報告表的一部分

HO LAP COLLEGE ALUMNI ASSOCIATION
可立中學校友會

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BALANCE SHEET AS AT 31 DECEMBER 2017

財務狀況表於二零一七年十二月三十一日

	Note 附註	2017 HK\$ 港幣(元)	2016 HK\$ 港幣(元)
Current assets			
流動資產			
Other receivable 預繳費用		440	-
Bank balances 銀行存款	5	320,598	395,275
		321,038	395,275
Current liabilities			
流動負債			
Accrual 其他應付賬		(5,177)	(5,640)
		315,861	389,635
Net assets			
資產淨值		315,861	389,635
 Representing:			
Association's funds			
校友會基金			
Balance at beginning of the year 年初結存		389,635	517,943
Comprehensive (expenditure) for the year 本年度全面(支出)總額		(73,774)	(128,308)
		315,861	389,635
Balance at the end of the year 年終結存		315,861	389,635

Signed on behalf of the Executive Committee by:
由以下執行委員會代為簽發:

Chairman
主席

Treasurer
司庫

The attached notes form an integral part of these financial statements.
附註為組成本財務報告表的一部分

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HO LAP COLLEGE ALUMNI ASSOCIATION

可立中學校友會

STATEMENT OF CHANGE IN FUND

基金變動表

FOR THE YEAR ENDED 31 DECEMBER 2017

截至二零一七年十二月三十一日止年度

	General Fund	Sze Yuen Bursary Fund	Mentoring Program	Leadership Scholarship	Holistic Development Scholarship	Julia Young Scholarship	Ying Yu Hing Scholarship	Samuel Kwok Scholarship	Alumni Study Fund	Total
	普通基金	思源基金	SI 項目基金	領導才能獎學金	全面發展獎學金	楊明珠獎學金	英汝興獎學金	郭裕文獎學金	校友會學習基金	總額
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)	港幣(元)
At 31.12.2016	71,870	108,986	66,668	5,000	31,381	14,840	6,000	-	84,890	389,635
上年初結餘										
Income for the year	29,672	-	-	-	-	-	-	6,000	-	35,672
本年度收入										
Expenditure for the year	(30,446)	-	(5,000)	(5,000)	(6,500)	(2,500)	(4,000)	(6,000)	(50,000)	(109,446)
本年度支出										
Deficit for the year	(774)	-	(5,000)	(5,000)	(6,500)	(2,500)	(4,000)	-	(50,000)	(73,774)
本年度虧損										
At 31.12.2016	71,096	108,986	61,668	-	24,881	12,340	2,000	-	34,890	315,861
本年末結餘										

HO LAP COLLEGE ALUMNI ASSOCIATION
可立中學校友會**NOTES TO THE FINANCIAL STATEMENTS**
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度**1 Association's Information**
本會資料

Ho Lap College Alumni Association is incorporated in Hong Kong and limited by guarantee. The address of its registered office and principal place of business is No. 15, Tseuk Luk Street, San Po Kong, Wong Tai Sin, Kowloon, Hong Kong. The Association is non-profit making organisation. The principal activities are organizing social activities, monitoring seven scholarship schemes separately and managing the financial activities under the constitution of the Association.

本會在中國香港特別行政區註冊成立有限擔保團體，註冊辦事處及主要活動地點為香港九龍黃大仙新蒲崗爵祿街15號可立中學。本會為畢業同學和在職或已離任的可立中學教職員提供聚會和活動，獨立管理七個獎學金及嚴格遵照本會會章規定監管財務狀況。

2 Significant Principal Accounting Policies
主要會計政策**a Basis of preparation of the financial statements**
財務報表編製基礎

The measurement basis used in the preparation of the financial statements is the historical cost basis, except for certain properties and financial instruments, which are measured at revalued amounts or fair values, as explained in their detailed accounting policies set out below.

除了某些物業及財務工具以公平價值列帳外，編製財務報表是以歷史成本作為計量基礎。有關詳情已載列於其會計政策。

The preparation of financial statements in conformity with HKFRSs requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments about carrying values of assets and liabilities that are not readily apparent from other sources.

Actual results may differ from these estimates.

編製符合香港財務報告準則之財務報表需要使用若干關鍵會計估算。這亦需要管理層在應用本會會計政策的過程中作出判斷。估算和判斷會被持續評估，並根據過往經驗和其他因素進行評價，包括有關情況下相信為合理的對未來事件的預測。本會就未來狀況作出估計及假設。所得之會計估量按定義一般不會相等於有關實際結果。

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

此估計及假設將不斷檢討修訂。如修訂只影響本期，會在作出修訂之期內確認，但如影響本期及未來期間，修訂便會在該期及未來期間內確認。

NOTES TO THE FINANCIAL STATEMENTS
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

2 Significant Principal Accounting Policies - Continued
主要會計政策 (續)

b Cash and cash equivalents
現金及現金等價物

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other financial institutions, and short-term, highly liquid investments that are readily convertible into known amount of cash and which are subject to an insignificant risk of changes in value, having been within three months of maturity at acquisition. Bank overdrafts that are repayable on demand and form an integral part of the Association's cash management are also included as a component of cash and cash equivalents for the purpose of the statement of cash flows. 現金等值項目包括短期以及流動性極高的投資，可隨時兌換為已知的現金數額，而價值變數風險並不重大，並在購入後三個月內到期。銀行透支(須即期償還)構成本會現金及現金等價物項目一個重要部份。

c Revenue Recognition
確認收入

Revenue is recognized when it is probable that the economic benefits will flow to the Association and when the revenue can be measured reliably, on the following bases:
當經濟效益可能會流入本會，而收入又能可靠地計算時，收入便會根據下列基準在收入及支出表內確認：

(i) Members entrance fee
會員費收入

Members' entrance fee is accounted for in the financial year of receipt.
會員費收入於收取的財政年度入帳。

(ii) Interest income
利息收入

Interest income is recognized as it accrues using the effective interest method.
利息收入是在產生時按實際利息法確認。

NOTES TO THE FINANCIAL STATEMENTS
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

2 Significant Principal Accounting Policies - Continued
主要會計政策 (續)

d Functional and presentation currency
功能和列賬貨幣

Items included in the accounts of the Association are measured using the currency of the primary economic environment in which the Association operates (the functional currency). The financial statements are presented in Hong Kong Dollars ("HKD"), which is the functional and presentational currency.

本會每個實體的財務報告所列項目均以該實體營運所在地的主要經濟環境的貨幣計量(「功能貨幣」)。本財務報表以港幣("港幣(元)")呈報，港幣為本會的功能及列賬貨幣。

3 Revenue
收入

Revenue recognized during the year are as followings:
本年度確認之收入如下：

	2017 HK\$ 港幣(元)	2016 HK\$ 港幣(元)
Income 收入		
Ceremonies and activities 典禮及活動	27,440	8,820
Scholarship income 獎學金收入	6,000	6,000
Subscription income 入會費	2,200	400
	<hr/>	<hr/>
	35,640	15,220
Other revenue 其他收入		
Interest income 利息收入	32	42
	<hr/>	<hr/>
	32	42
	<hr/>	<hr/>
Total revenue 總收入	<hr/> <hr/>	<hr/> <hr/>
	35,672	15,262

NOTES TO THE FINANCIAL STATEMENTS
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

4 Expenditure
支出

	2017 HK\$ 港幣(元)	2016 HK\$ 港幣(元)
Activities expenses 活動費用	27,606	12,370
Bank charges 銀行費用	150	-
Donations 捐贈	55,000	105,000
Printing and stationery 文具及印刷費用	-	1,900
Scholarship 獎學金	24,000	22,500
Sundries 雜項支出	750	600
Telecommunication 通訊費用	1,940	1,200
	<u>109,446</u>	<u>143,570</u>

5 Cash and cash equivalents
現金及現金等價物

Cash and cash equivalents consist of cash on hand and balances with banks. Cash and cash equivalents comprise the following statement of financial position amounts:

現金及現金等價物包括銀行存款及手頭現金。現金及現金等價物包含以下財務狀況表數額：

	2017 HK\$ 港幣(元)	2016 HK\$ 港幣(元)
Cash at bank		
銀行存款及現金		
- 294-177100-669	34,892	110,736
- 294-177100-001	60,225	41,081
- 294-177100-668	109,028	109,017
- 294-4-188750	116,453	134,441
	<u>320,598</u>	<u>395,275</u>

NOTES TO THE FINANCIAL STATEMENTS
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

6 Fund management
基金管理

Fund comprises of general funds, comprehensive income for the year stated on balance sheet. The Association's objective when managing fund is to safeguard its ability to continue as a going concern.

基金包括於財務狀況表列示的普通基金、年度收益。本會在資本管理方面的首要目標為保障其可持續經營的能力及賺取足夠利潤以維持增長。

The Association manages capital by regularly monitoring its current and expected liquidity requirements rather than using debt/equity ratio analyses.
本會定期監察及管理其資本的流通及預期流通性要求，並不是運用債務與資本比率的分析。

The Association is not subject to externally imposed capital requirements.
本會無受制於外來的強制資本要求。

7 Financial risk management
財務風險管理

Exposure to credit risk, liquidity risk, interest rate risk and currency risk arises in the normal course of Association's business. These risks are limited by the Association's financial management policies and practices described below.

本會會在正常業務過程中出現信貸、流通資金、利率和外幣風險。本會是透過下述財務管理政策和實際操作，對這些風險加以限制。

Credit Risk
信貸風險

The Association's principal financial assets is bank deposits. The credit risk on the liquid funds is limited because of the deep involvement of the management in overseeing the recovery of the assets.

本會的信貸風險主要來自資產負債表中所列示主要銀行存款。管理層不斷監控所承受信貸風險的程度。因此管理層認為信貸虧損可能性所產生的總風險是有限的。

Liquidity Risk
流動資金風險

The Association's policy is to regularly monitor its liquidity to ensure that it maintains sufficient reserves of cash and readily realizable assets to meet its liquidity requirements in the short and long terms.

本會的政策是要定期監察流動資金需求，以確保維持足夠現金儲備，從而應付其短期及長期流動資金需求。

NOTES TO THE FINANCIAL STATEMENTS
財務報告表附註
FOR THE YEAR ENDED 31 DECEMBER 2017
截至二零一七年十二月三十一日止年度

7 Financial risk management - Continued
財務風險管理 (續)

Interest Rate Risk
利率風險

The Association has no significant interest-bearing assets and liabilities. Cash at bank earns interest at rates based on bank's deposit rates.

本會沒有重大付息資產和負債。銀行存款所賺取利息乃根據每日銀行存款利息按浮動利率計算。

Currency Risk
外幣風險

The Association has no significant exposure to foreign currency risk as substantially all of the Association's transactions are denominated in Hong Kong dollars.

所有本會的交易大致上均以港幣列值，因此，本會並不須承擔重大的外幣風險。

8 Approval of financial statements
財務報表核准

The financial statements were approval and authorized for issue by the Executive committee on
這財務報表已於 獲委員會核准並授權發佈。