

名仕會計師事務所有限公司
DOUGLAS CPA (PRACTISING) LIMITED

*Certified Public Accountants
Hong Kong*

THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL
DONATION BOX AT SHKP MALLS' CUSTOMER CARE CENTRE
REPORT AND INCOME AND EXENDITURE ACCOUNT
HELD DURING THE PERIOD FROM 7TH FEBRUARY, 2021 TO 31ST JULY, 2021
UNDER PUBLIC SUBSCRIPTION PERMIT NO. 2021/013/1

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名仕會計師事務所有限公司

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**INDEPENDENT ASSURANCE REPORT TO THE COMMITTEE MEMBERS OF
THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL
DONATION BOX AT SHKP MALLS' CUSTOMER CARE CENTRE
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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 donation box at SHKP Malls' Customer Care Centre held during the period from 7th February, 2021 to 31st July, 2021 ("the Activity") by The Neighbourhood Advice-Action Council ("the Council") under the Public Subscription Permit No. 2021/013/1 ("the Permit").

Respective responsibilities of the Management Committee and ourselves

The Management Committee is responsible for preparing the attached income and expenditure account in accordance with the basis of preparation set out in note 2 to the income and expenditure account, setting out the gross subscriptions raised from the Activity and the expenses incurred in connection with the Activity, in order to comply with the conditions stated in the 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 Activity and is free from material misstatement.

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 solely. The report is not intended to be, and should not be, used by anyone for any other purposes, therefore, we do not assume responsibility towards or accept liability to any other person for the contents of this report.

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.

Basis of conclusion

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 (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.

**INDEPENDENT ASSURANCE REPORT TO THE COMMITTEE MEMBERS OF
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Basis of conclusion - continued

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 review 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 Activity, it was not practicable for us to determine whether the income and expenditure account and the books and records of the Council include all transactions relating to the Activity. 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 Council'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 Council in respect of the Activity 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 to the income and expenditure account.

Use of this report

This report is intended solely for the purpose of assisting the Council to satisfy the conditions stated in the Public Subscription Permit issued by the SWD in connection with the Activity and is not intended to be, and should not be, used for any other purpose.



Douglas CPA (Practising) Limited
Certified Public Accountants

Hong Kong : 6th October, 2021

Tsang Kwong Yip
Practising Certificate No.: P04076

THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL

INCOME AND EXPENDITURE ACCOUNT OF THE ACTIVITY


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	HK\$	HK\$
Donation box income at		
Kwai Fong Metroplaza		2,674.30
Mong Kok MOKO		3,085.20
North Point Harbour North		363.00
San Po Kong Mikiki		3,581.10
Sha Tin New Town Plaza Phase I		3,845.00
Sha Tin New Town Plaza Phase III		1,590.10
Tsuen Wan Plaza		1,072.90
		<u>16,211.60</u>
Less : Expenditure		
Auditors' remuneration	2,000.00	
Bank charges	<u>100.00</u>	<u>2,100.00</u>
Surplus for the donation box		<u><u>14,111.60</u></u>

The report of "Donation box at SHKP Malls' Customer Care Centre" on pages 3 to 4 was approved and authorised by the Executive Committee on 6th October, 2021



Mr. Yen Yuen Ho, Tony, SBS
Chairman
Date: 6th October, 2021



Mr. Yip Ching Shan
Honorary Treasurer
Date: 6th October, 2021

THE NEIGHBOURHOOD ADVICE-ACTION COUNCIL

INCOME AND EXPENDITURE ACCOUNT OF THE ACTIVITY

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1. General

The Activity was organised for the purpose of raise funding for self-financed services of the Council, including elderly, family, people with disability and Chinese medicine services.

2. Basis of preparation

This income and expenditure incurred for the a Activity held during the period from 7th February, 2021 to 31st July, 2021 are recognised on an accrual basis.

3. Donations credited to the bank

	HK\$
Excess of income over expenditure	14,111.60
Add: Expenses and accrued expenditure not yet paid as at 10th August, 2021	<u>2,100.00</u>
Net balance of donations deposited into The Hongkong and Shanghai Banking Corporation Limited on 10th August, 2021	<u><u>16,211.60</u></u>