



Christian Action

Income and expenditure accounts

**“Season of Love” 2017/18 Home • Sweet Home Palmiers
and Cookies Charity Gift Boxes**
- general charitable fund raising event held during
the period from 7 November 2017 to 29 December 2017
and from 6 January 2018 to to 28 January 2018

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(Public Subscription Permit Nos.: 2017/261/1 and 2017/261/2)



BAKER TILLY
HONG KONG | 天職香港

Christian Action

**“Season of Love” 2017/18 Home • Sweet Home Palmiers
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Independent assurance report to the Executive Committee Members of Christian Action (“the Association”)

(Incorporated in Hong Kong and limited by guarantee)

(Public Subscription Permit Nos.: 2017/261/1 and 2017/261/2)

Pursuant to the conditions stated in the Public Subscription Permits 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 accounts of the Association’s general charitable fund raising activity called “Season of Love” 2017/18 Home • Sweet Home Palmiers and Cookies Charity Gift Boxes held during the period from 7 November 2017 to 29 December 2017 and from 6 January 2018 to 28 January 2018 (“the Event”).

Responsibilities of the Executive Committee members

The Executive Committee members are responsible for preparing the attached income and expenditure accounts 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 Permits issued by the SWD. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and presentation of the income and expenditure accounts 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 accounts, 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.

Independent assurance report to the Executive Committee Members of Christian Action (“the Association”) (continued)

(Incorporated in Hong Kong and limited by guarantee)

Practitioner’s responsibilities (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 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 accounts 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 accounts. Accordingly, our report relates solely to the income and expenditure accounts prepared from transactions that have been recorded in the Association’s books and records.

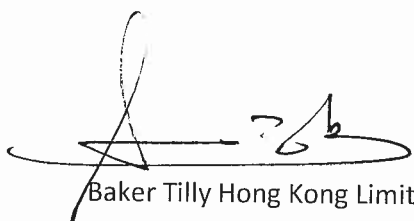
Conclusion

Based on the foregoing, we report that nothing has come to our attention that causes us to believe that the attached income and expenditure accounts do not reflect, in all material respects, the gross subscriptions raised and the expenses incurred by the Association 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 Association to satisfy the conditions stated in the Public Subscription Permit numbers 2017/261/1 and 2017/261/2 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 and may be published where the Association is required to do so under the conditions stated in the relevant Public Subscription Permits without further comment from us.



Baker Tilly Hong Kong Limited

Certified Public Accountants

Hong Kong, 17 APR 2018

Lo Wing See

Practising certificate number P04607

Christian Action

**“Season of Love” 2017/18 Home • Sweet Home Palmiers
and Cookies Charity Gift Boxes**

**- general charitable fund raising event held during the period from
7 November 2017 to 29 December 2017**

Income and expenditure account

(Public Subscription Permit No.: 2017/261/1)

(Expressed in Hong Kong dollars)

HKD

Income

Charity sales of palmiers and cookies gift boxes	86,698
Donation from stationing donation boxes at fixed location	<u>7,294</u>
	<u>93,992</u>

Expenditure

Audit fee	2,500
Palmiers and cookies with packing product cost	11,163
Tin box product cost	<u>4,747</u>
	<u>18,410</u>

Excess of income over expenditure 75,582

Approved and authorised for issue by the Executive Committee members on **17 APR 2018**



Fung Chi Keung
Executive Committee Member



Julian Peter Walsh
Hon. Treasurer

Christian Action

**“Season of Love” 2017/18 Home • Sweet Home Palmiers
and Cookies Charity Gift Boxes**

**- general charitable fund raising event held during the period from
6 January 2018 to 28 January 2018**

Income and expenditure account

(Public Subscription Permit No.: 2017/261/2)

(Expressed in Hong Kong dollars)

	HKD
Income	
Charity sales of palmiers and cookies gift boxes	5,140
Donation from stationing donation boxes at fixed location	<u>1,959</u>
	<u>7,099</u>
Expenditure	
Audit fee	2,500
Palmiers and cookies with packing product cost	660
Tin box product cost	<u>281</u>
	<u>3,441</u>
Excess of income over expenditure	<u>3,658</u>

Approved and authorised for issue by the Executive Committee members on **17 APR 2018**



Fung Chi Keung
Executive Committee Member



Julian Peter Walsh
Hon. Treasurer

Christian Action

“Season of Love” 2017/18 Home • Sweet Home Palmiers and Cookies Charity Gift Boxes

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Notes to the income and expenditure account

(Expressed in Hong Kong dollars)

1 Organisation and activities

Christian Action was incorporated on 12 November 1985 under the Companies Ordinance for the purpose of helping refugees in Hong Kong. Its work has expanded to include welfare, education and training services for other displaced persons and local Hong Kong residents. At the same time, it has extended its services to assist vulnerable families and children in Mainland China.

The “Season of Love” 2017/18 Home • Sweet Home Palmiers and Cookies Charity Gift Boxes fund raising event aims at raising fund for supporting the children from low income families in Hong Kong, and the orphans and disabled children in Qinghai.

2 Basis of preparation

The principal accounting policies adopted are set out below:-

- (i) Charity sales and donation income are recognised when the right to receive payment has been established.
- (ii) Expenditure is recorded on an accrual basis.

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