ANNUAL FINANCIAL REPORT

NGO: Tung Lum Buddhist Aged Home

1 April 2022 to 31 March 2023

| A. INCOME 1. Lump Sum Grant a. Lump Sum Grant (excluding Provident Fund) b. Provident Fund c. 981,787.00 1,002,502.00 2. Fee Income 2 1,531,585.00 1,710,061.00 3. Central Items 3 1,593,851.00 2,020,101.00 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 70TAL INCOME 11,7205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments a. Salaries b. Provident Fund c. Allowances C. Allowances Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 4 82,000.00 82,000.00 TOTAL EXPENDITURE C. SURPLUS/(DEFICIT) FOR THE 8 | | Notes | 2022-23 \$ | 2021-22 \$ |
|--|--|----------|---------------|---------------|
| a. Lump Sum Grant (excluding Provident Fund) 1b 12,019,614.00 11,833,352.00 b. Provident Fund 1c 981,787.00 1,002,502.00 2. Fee Income 2 1,531,585.00 1,710,061.00 3. Central Items 3 1,593,851.00 2,020,101.00 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | A. INCOME | | | |
| b. Provident Fund 1c 981,787.00 1,002,502.00 2. Fee Income 2 1,531,585.00 1,710,061.00 3. Central Items 3 1,593,851.00 2,020,101.00 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 7 37,221.40 15,986.39 TOTAL INCOME B. EXPENDITURE 1. Personal Emoluments a. Salaries b. Provident Fund c. Allowances Sub-total 2. Other Charges 3 1,593,851.00 939,709.82 2. Other Charges 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 1. Received 8 | 1. Lump Sum Grant | | | |
| 2. Fee Income 2 1,531,585.00 1,710,061.00 3. Central Items 3 1,593,851.00 2,020,101.00 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | a. Lump Sum Grant (excluding Provident Fund) | 1b | 12,019,614.00 | 11,833,352.00 |
| 3. Central Items 3 1,593,851.00 2,020,101.00 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | b. Provident Fund | 1c | 981,787.00 | 1,002,502.00 |
| 4. Rent and Rates 4 105,749.00 105,749.00 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | 2. Fee Income | | 1,531,585.00 | 1,710,061.00 |
| 5. Other Income 5 935,510.51 1,202,792.50 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | 3. Central Items | 3 | 1,593,851.00 | 2,020,101.00 |
| 6. Interest Received 37,221.40 15,986.39 TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 8 | 4. Rent and Rates | | 105,749.00 | 105,749.00 |
| TOTAL INCOME 17,205,317.91 17,890,543.89 B. EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | 5. Other Income | 5 | 935,510.51 | 1,202,792.50 |
| B. EXPENDITURE 1. Personal Emoluments a. Salaries b. Provident Fund c. Allowances Sub-total 2. Other Charges 3. Central Items 4. Rent and Rates TOTAL EXPENDITURE 1. Personal Emoluments 11,775,160.11 11,345,361.78 11,775,160.11 11,345,361.78 11,775,160.11 11,345,361.78 11,775,160.11 11,345,361.78 12,285,071.60 12,730,350.71 12,285,071.60 12,730,350.71 12,285,071.60 13,244,646.55 3,600,021.61 3 1,593,851.00 1,825,101.00 4 82,000.00 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE | 6. Interest Received | _ | 37,221.40 | 15,986.39 |
| 1. Personal Emoluments a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | TOTAL INCOME | <u> </u> | 17,205,317.91 | 17,890,543.89 |
| a. Salaries 11,775,160.11 11,345,361.78 b. Provident Fund 1c 955,190.60 939,709.82 c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | B. EXPENDITURE | | | |
| b. Provident Fund c. Allowances c. Allowances Sub-total description 2. Other Charges description 3. Central Items description 4. Rent and Rates TOTAL EXPENDITURE 10 10 939,709.82 0.00 0.00 0.00 12,730,350.71 12,285,071.60 12, | 1. Personal Emoluments | | | |
| c. Allowances 0.00 0.00 Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | a. Salaries | | 11,775,160.11 | 11,345,361.78 |
| Sub-total 6 12,730,350.71 12,285,071.60 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 | b. Provident Fund | 1c | 955,190.60 | 939,709.82 |
| 2. Other Charges 7 3,244,646.55 3,600,021.61 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | c. Allowances | | 0.00 | 0.00 |
| 3. Central Items 3 1,593,851.00 1,825,101.00 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | Sub-total | | 12,730,350.71 | 12,285,071.60 |
| 4. Rent and Rates 4 82,000.00 82,000.00 TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | 2. Other Charges | | 3,244,646.55 | 3,600,021.61 |
| TOTAL EXPENDITURE 17,650,848.26 17,792,194.21 C. SURPLUS/(DEFICIT) FOR THE 8 | 3. Central Items | 3 | 1,593,851.00 | 1,825,101.00 |
| C. SURPLUS/(DEFICIT) FOR THE 8 | 4. Rent and Rates | 4 | 82,000.00 | 82,000.00 |
| | TOTAL EXPENDITURE | _ | 17,650,848.26 | 17,792,194.21 |
| | | | | |
| | C. SURPLUS/(DEFICIT) FOR THE | 8 | | |
| (445,550.55) 96,349.06 | YEAR | | (445,530.35) | 98,349.68 |

The Annual Financial Report from pages [1] to [6] has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE

Kwan Wai/Ming Anthony

CHAIRMAN

DATE: 26/10/2023

SIGNATURE

Luk Yun Wing NGO HEAD

DATE: 26/10/2023

NOTES ON THE ANNUAL FINANCIAL REPORT

1. Lump Sum Grant (LSG)

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all Funding and Service Agreement (FSA) services (including support services to FSA services) funded by the Social Welfare Department under the Lump Sum Grant Subvention System. AFR is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as depreciation, provisions and accruals have not been included in the AFR.

b. Lump Sum Grant (excluding Provident Fund)

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

c. Provident Fund

This is Provident Fund received and contributed during the year.

Snapshot Staff are defined as those staff occupying recognised or holding against subvented posts as at 1 April 2000.

6.8% and other posts represent those staff that are employed after 1 April 2000.

The Provident Fund received and contributed for staff under the Central Items which are separately included as part of the income and expenditure of the relevant items have been shown under Note 3.

Details are analysed below:

| | | 6.8% and Other | |
|----------------------------------|----------------|----------------|--------------|
| Provident Fund Contribution | Snapshot Staff | Posts | Total |
| | \$ | \$ | \$ |
| Subvention Received | 336,590.00 | 645,197.00 | 981,787.00 |
| Provident Fund Contribution Paid | | | |
| during the Year | 336,590.00 | 618,600.60 | 955,190.60 |
| Surplus/(Deficit) for the Year | 0.00 | 26,596.40 | 26,596.40 |
| Add: Surplus/(Deficit) b/f | 36,624.80 | 1,434,154.93 | 1,470,779.73 |
| Additional subvention received | | | |
| for previous year(s) | 0.00 | 4,881.00 | 4,881.00 |
| Less: Refund to Government | 10,860.00 | 0.00 | 10,860.00 |
| Surplus/(Deficit) c/f | 25,764.80 | 1,465,632.33 | 1,491,397.13 |

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 LSG Manual.

3. Central Items

These are subvented allocated to NGOs for specified purposes on a recurrent, time-limited or one-off basis which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. Any surplus, which is not allowed to be offset by any deficit of another item, is subject to claw-back by SWD according to the terms and conditions of individual central items. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 3.14 of the LSG Manual). The income and expenditure of each of the Central Items are as follows:

| a. Income | 2022-23 \$ | 2021-22 \$ |
|---|-------------------------------|---------------------------------|
| Dementia Supplement for Residential | | |
| Elderly Services | 745,781.00 | 778,099.00 |
| Infirmary Care Supplement for | | |
| Residential Elderly Services | 848,070.00 | 1,047,002.00 |
| One-off Subsidy for Strengthened Provision of visiting | | |
| Medical Officer Service for Residential Care | | |
| Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes | | |
| | 0.00 | 105 000 00 |
| for Persons with Disabilities Special Allowance for Staff of Suvbented Residential | 0.00 | 195,000.00 |
| Service Unit in respect of COVID-19 | | |
| Total | 1,593,851.00 | 2,020,101.00 |
| = | 1,575,051.00 | 2,020,101.00 |
| | | |
| | 2022-23 | 2021-22 |
| b. Expenditure | 2022-23 \$ | 2021-22 \$ |
| b. Expenditure Dementia Supplement for Residential | | |
| | | |
| Dementia Supplement for Residential | \$ | \$ |
| Dementia Supplement for Residential Elderly Services | \$ | \$ |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for | \$ 745,781.00 848,070.00 | \$ 778,099.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care | \$ 745,781.00 848,070.00 | \$ 778,099.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical | \$ 745,781.00 848,070.00 | \$ 778,099.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes | \$ 745,781.00 848,070.00 | \$ 778,099.00 1,047,002.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Disabilities | \$ 745,781.00 848,070.00 0.00 | \$ 778,099.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Disabilities Special Allowance for Staff of Subvented Residential | \$ 745,781.00 848,070.00 0.00 | \$ 778,099.00 1,047,002.00 0.00 |
| Dementia Supplement for Residential Elderly Services Infirmary Care Supplement for Residential Elderly Services One-off Subsidy for Strengthened Provision of visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Disabilities | \$ 745,781.00 848,070.00 0.00 | \$ 778,099.00 1,047,002.00 |

4. Rent and Rates

This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have not been included in AFR.

5. Other Income

This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and donations received need not be included as Other Income in AFR. In this respect, donations have been included if it is used to finance expenditure of the FSA services/FSA-related activities reflected in the AFR.

The breakdown on Other Income is as follows:

| | | 2022-23 | 2021-22 |
|------|------------------------------|------------|--------------|
| Othe | er Income | \$ | \$ |
| (a) | Programme income | 29,230.00 | 33,510.00 |
| (b) | Production income | 0.00 | 0.00 |
| (c) | Donation | 0.00 | 0.00 |
| (d) | Income from Other Activities | 639,040.00 | 749,367.50 |
| (e) | Miscellaneous income | 267,240.51 | 419,915.00 |
| | Total | 935,510.51 | 1,202,792.50 |

6. Personal Emoluments

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

The analysis on number of posts with annual Personal Emoluments over \$700,000 each paid under LSG is appended below:

| Analysis of Personal Emoluments | No of Posts | \$ |
|------------------------------------|-------------|----------------|
| paid under LSG | | |
| HK\$700,001 - HK\$800,000 p.a. | | - |
| HK\$800,001 - HK\$900,000 p.a. | <u>-</u> | - |
| HK\$900,001 - HK\$1,000,000 p.a. | | ^ - |
| HK\$1,000,001 - HK\$1,100,000 p.a. | | |
| HK\$1,100,001 - HK\$1,200,000 p.a. | 1.3 | 1,239,258.40 |
| >HK\$1,200,000 p.a. | | <u> -</u> |

7. Other Charges

The breakdown on Other Charges is as follows:

| 21-22 \$ 39,322.30 |
|--------------------------|
| |
| 39,322.30 |
| |
| 78,660.79 |
| 52,024.52 |
| 57,701.70 |
| 90,076.38 |
| 0.00 |
| 30,015.10 |
| 43,578.42 |
| 34,753.46 |
| 54,484.40 |
| 87,889.00 |
| 30,807.94 |
| 58,200.00 |
| 32,110.00 |
| 397.60 |
| 00,021.61 |
| |

8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions

| | Lump Sum Grant (LSG) | Holding Account (HA) | Rent and Rates | Central Items (CI) | Total |
|--|-------------------------|-------------------------|----------------|--------------------|---------------|
| | \$ | \$ | \$ | \$ | \$ |
| Income | | | | | |
| Lump Sum Grant | 13,001,401.00 | - | - | - | 13,001,401.00 |
| Fee Income | 1,531,585.00 | - | - | - | 1,531,585.00 |
| Other Income# | 935,510.51 | - | - | | 935,510.51 |
| Interest Received (Note (1)) | 37,221.40 | | - | <u>-</u> | 37,221.40 |
| Rent and Rates | - | - | 105,749.00 | | 105,749.00 |
| Central Items | - | - | - | 1,593,851.00 | 1,593,851.00 |
| Total Income (a) | 15,505,717.91 | 0.00 | 105,749.00 | 1,593,851.00 | 17,205,317.91 |
| Expenditure | | | | | |
| Personal Emoluments | 12,174,690.71 | 555,660.00 | | | 12,730,350.71 |
| Other Charges | 3,244,646.55 | 333,000.00 | | | 3,244,646.55 |
| Rent and Rates | 3,211,010.33 | _ | 82,000.00 | | 82,000.00 |
| Central Items | | | 52,000.00 | 1,593,851.00 | 1,593,851.00 |
| | - | - | - | | |
| Total Expenditure (b) | 15,419,337.26 | 555,660.00 | 82,000.00 | 1,593,851.00 | 17,650,848.26 |
| Surplus/(Deficit) for the Year (a)-(b) | 86,380.65 | (555,660.00) | 23,749.00 | 0.00 | (445,530.35 |
| Less: Surplus/ (Deficit) of Provident Fund | 26,596.40 | 0.00 | - | _ | 26,596.40 |
| | 59,784.25 | (555,660.00) | 23,749.00 | 0.00 | (472,126.75 |
| Surplus/(Deficit) b/f(Note(2)) | 2,066,430.52 | 2,006,266.91 | 23,749.00 | 195,000.00 | 4,291,446.43 |
| | 2,126,214.77 | 1,450,606.91 | 47,498.00 | 195,000.00 | 3,819,319.68 |
| Add: Refund from Government | | | | | |
| Less: Refund to Government | _ | _ | 23,749.00 | 195,000.00 | 218,749.00 |
| Transfer from LSG Reserve to cover | | | 25,715.00 | 133,000.00 | ,210,715.00 |
| the salary adjustment for Dementia | | | | | |
| Supplement and Infirmary Care | | | | | |
| Supplement (Note(3)) | _ | - | - | - | - |
| Adjustment for utilised allocation | | | | | |
| under Enhanced ASCP - FWSS* | | | | | |
| (over-estimated)/under-estimated in | | | | | |
| previous year(s) | - | - | - | - | - |
| Surplus/(Deficit) c/f (Note(4)) | 2,126,214.77 | 1,450,606.91 | 23,749.00 | 0.00 | 3,600,570.68 |

Notes:

[#] Including an amount \$Z being the utilised allocation under CI: ASCP / Enhanced ASCP/ASCP(PC)-FWSS*

^{*} For those programmes which are regarded as FSA services/ FSA-related activities only

- (1) Interest received on LSG (including HA) and Provident Fund reserves, rent and rates, central items are included as one item under LSG; and the item is considered as part of LSG reserve.
- (2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see 1) above) and the balance of HA should be separately reported as in the surplus b/f under LSG and HA respectively.
- (3) Amount of LSG Reserve used to cover the salary adjustment for Dementia Supplement and Infirmary Care Supplement, If any, as per Schedule for Central Items.
- (4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund contribution (K)) for the year.

For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:

- (i) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]
 - The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year.
- (ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]

 For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e.S1) will be capped at 25% of the

NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K)) for the year. From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K)) for the year. In this regard, separate disclosure of the movement of HA in their respective AFRs is not necessary.

[For (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

For any amount above the cap, SWD would arrange the claw-back (including provisional in the following financial year) accordingly.

Schedule for Rent and Rates

Analysis of Subvention and Expenditure for the period from 1 April 2022 to 31 March 2023 (c.f. LSG Circular 1/2001)

Name of Agency: Tung Lum Buddhist Aged Home

| | | Subvention | | | |
|-----------------------------|-------------------|------------|-------------|-----------|----------|
| | | Released | Actual | Cumluc | Deficit |
| II ' O I IN | 0.1 . 1.71 | | | Surplus | |
| Unit Code and Name | Subvented Element | (Note 1) | Expenditure | (Note 2) | (Note 2) |
| | | \$ | \$ | \$ | \$ |
| A001 - 740 | Rent (Note 3) | 41,040.00 | 36,000.00 | 5,040.00 | - |
| Tung Lum Buddhist Aged Home | Rates | 64,709.00 | 46,000.00 | 18,709.00 | - |
| | Total | 105,749.00 | 82,000.00 | 23,749.00 | - |
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| | | | | | |
| | Grand Total | 105,749.00 | 82,000.00 | 23,749.00 | - |

Notes:

- 1. The figures are to be extracted from the paylist for March plus subvention released in late March of the financial year.
- 2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
- 3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

Analysis of Subvention and Expenditure for the Period from 1 April 2022 to 31 March 2023 Schedule for Central Items

Name of Agency: Tung Lum Buddhist Aged Home

| | | Subvention | Reimbursement of | Actual | Actual Expenditure | | D | Deficit for the Year | ır | Surplus | Refund | | Surplus |
|----------------------------------|---|--------------|---|--------------|--|---------------|---------------|---|-----------------|------------|------------------------------|------------|---------------------------|
| IInit Code and Name/ | | Released | Mate | re | incurred under RMLP | Surplus | Deficit | Deficit Deficit transferred Adjusted | Adjusted | p/f | b | Adjustment | c/f |
| Demittance Advice No | Subvented Element | (Note 1a) | (Note 1a) Scheme reimbursement received | (Note 2a) | Scheme | (Note 3) | (Note 3) | (Note 3) (Note 3) to LSG (Note 4) Deficit | Deficit | (Note 5) | (Note 5) Government (Note 9) | (Note 9) | (Note 6) |
| (Note 7) | | (a1) | (Note 1b)# | (a2) | (Note 2b)# (a)=(a1)-(a2) (b)=(a1)-(a2) | (a)=(a1)-(a2) | (b)=(a1)-(a2) | (c) | (q) = (p) - (c) | (e) | (£) | (g) | (h)=(c)+(a)-(d)-(f)+f-(g) |
| | | ↔ | € \$ | \$ | € | ↔ | ⇔ | €5 | \$ | | | | |
| 5314/TUNG LUM BUDDHIST AGED HOME | 5314/TUNG LUM BUDDHIST AGED HOME Dementia Supplement for Residential Elderly Services | 745,781.00 | | 745,781.00 | 1 | 1 | | | - | | ı | 1 | 1 |
| 5333/TUNG LUM BUDDHIST AGED HOME | 5333/TUNG LUM BUDDHIST AGED HOME Infirmary Care Supplement for Residential Elderly Services | 848,070.00 | | 848,070.00 | 1 | 1 | 1 | - | _ | .1 | 1 | , | |
| 740/TUNG LUM BUDDHIST AGED HOME | One-off Subsidy for Strengthened Provision of Visiting Medical Officer Service for Residential Care Homes for the Elderly and Visiting Medical Practitioner Scheme for Residential Care Homes for Persons with Disabilities | 0.00 | | 0.00 | ı | 1 | - | | | 195,000.00 | 195,000.00 195,000.00 | 0.00 | 0.00 |
| TOTAL | | 1,593,851.00 | - | 1,593,851.00 | 1 | 1 | | - | - | 195,000.00 | 195,000.00 195,000.00 | 0.00 | 0.00 |

#Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure Under RMLP Scheme (see Note 2(b) below) will be assessed separately.

Phease take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts of subvention.

- 1(a). The figures for the whole financial year are extracted from the paylist for March (Final) or remittance adviced(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.
 - 1(b). This amount represents any reimbursement received from the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
- 2(a). Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off programme income, if any
 - 2(b). This amount represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.
 - 3. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
- . Deficit i.r.o the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD/s letter ref. (33) in SWD/s/104/2 Pt. 18 dated 4 March 2020.
- (i) Dementia Supplement for Elderly with Disabilities
- (ii) Infirmary Care Supplement for the Aged Blind Persons
 - (iii) Dementia Supplement for Residential Elderly Services
- (iv) Infirmary Care Supplement for Residential Elderly services
- 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 less refund to Government plus surplus, if any, arising from operations in current year.
 - 7. Unit code and name/remittance advice no are extracted form the paylist from SWD and remittance advice from the Treasury respectively,
- 8. The central items as listed above may not be exhaustive and any relevant details of central items released and/or expended during the year, where appropriate, should also be included.
- 9. For ASCP/Enhanced ASCP, the adjustment includes the amount of expenditure overstated/ (understated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.
- 10. For NGOs with Visiting Medical Practitioner Service Team with arrange delivery of the service under the Programme to all private and self-financing RCHDs, RCHDs as well as contract homes operated by private operators only...

Schedule for the Utilisation of Reserve in Holding Account (HA) for 2022-23 and the Plan of Utilisation of HA Reserve for 2023-24

Name of NGO: Tung Lum Nien Fah Tong Limited/Tung Lum Buddhist Aged Home

Please submit this schedule together with the Annual Financial Report to the Finance Branch of Social Welfare Department on or before 31 October 2023.

(A) <u>Utilisation of HA Reserve</u> (2022-23)

| | | | \$ |
|-----|---|-----|-----------|
| (1) | Balance as at 31 March 2022 brought forward: | (f) | 2,006,267 |
| (2) | Actual Expenditure | | |
| | (i) Meeting contractual commitments towards Snapshot Staff | (b) | 555,660 |
| | (ii) Enhancing human resources management (please specify:) | (c) | 0 |
| | (iii) Others [applicable to NGOs without Snapshot Staff] (please specify:) | (d) | 0 |
| | Total=(b)+(c)+(d) | (e) | 555,660 |
| (3) | Balance as at 31 March 2023 carried forward [i.e.=(a)-(e)] | (f) | 1,450,607 |
| (4) | No. of Snapshot Staff (as at 1 September 2022) | | 4.5 |

(B) Plan of <u>Utilisation of HA Reserve</u> (2023-24)

| | | | \$ |
|-----|---|-----|-----------|
| (1) | Balance as at 31 March 2023 brought forward: [i.e.(f) of Part (A)] | (a) | 1,450,607 |
| (2) | Estimated Expenditure | | |
| | (i) Meeting contractual commitments towards Snapshot Staff | (b) | 420,000 |
| | (ii) Enhancing human resources management (please specify:) | (c) | 0 |
| | (iii) Others [applicable to NGOs without Snapshot Staff] (please specify:) | (d) | 0 |
| | Total=(b)+(c)+(d) | (e) | 420,000 |
| (3) | Estimated balance as at 31 March 2024 carried forward [i.e. (a)-(e)] | (f) | 1,030,607 |
| (4) | Estimated no. of Snapshot Staff (by 1 September 2023) | | 3 |

Schedule for Investment Analysis of Investment as at 31 March 2023 [c.f. LSG Circular 8/2003]

NGO: Tung Lum Buddhist Aged Home

| LSG Reserve as at 31 March | 2023 HK\$'000 3'577 | 2022 HK\$'000 4'073 |
|----------------------------|---------------------------|---------------------------|
| Represented by: | | |
| Investments | | |
| a. HKD Fixed Deposits | 3'577 3'577 | 4'073 4'073 |

Note: The investments should be reported at historical cost.

Confirmed by:-

SIGNATURE:

Kwan Wai Ming Anthony

CHAIRMAN

DATE: 26th October 2023

SIGNATURE:

Luk Yun Wing NGO HEAD

DATE: 26th October 2023