



柏力與確志協會有限公司  
Paraplegic & Quadraplegic Association Ltd.



柏力與確志協會有限公司  
Paraplegic & Quadraplegic Association Ltd.

九龍橫頭磡邨宏禮樓地下  
G/F., WAHG LAI HOUSE, WANG TAU HOM ESTATE, KOWLOON.  
電話 TEL: (852) 2794 7033 傳真 FAX: (852) 2794 9449  
Email : pandq@netvigator.com

2008-2009 年報  
Annual Report

# 目錄

|                         |       |
|-------------------------|-------|
| 主席的話                    | 2     |
| 財政報告                    | 3-7   |
| 小組綜合報告                  | 10-14 |
| 附錄：                     |       |
| 一． 2008 至 2010 年度工作人員名單 | 15    |
| 二． 鳴謝名單                 | 16    |
| 三． 活動花絮                 | 17-38 |
| 四． 捐款守則                 | 39    |
| 五． 捐獻者權力約章              | 40    |

## 編者的話

本會網頁得到有心人士的幫忙，版面及內容上更加豐富，在此衷心表示謝意。歡迎到以下網址瀏覽：

[www.pandq.org.hk](http://www.pandq.org.hk)

## 主席的話

光陰似箭，接任柏力與確志協會主席已一年多，回顧這年的工作非常充實和開心，多謝各會員及義工朋友在過去一年的支持及參與。

此外，本會能不斷運作及發展，實有賴一些公營機構；如社會福利署、康文署、商界企業集團及一群有心社會人士等，不斷對本會作出財政及人力支援，藉這機會，再一次向上述人士表達衷心謝意。

謝謝！

主席  
陳添娣

### PARAPLEGIC & QUADRAPLEGIC ASSOCIATION LIMITED

#### Report of the Directors

The directors have pleasure in submitting their report together with the audited financial statements for the year ended 31 March 2009.

#### Principal Place of Office

Paraplegic & Quadraplegic Association Limited is a company incorporated and domiciled in Hong Kong and has its registered office and principal place of office at G/F., Wang Lai House, Wang Tau Hom Estate, Kowloon.

#### Principal Activities

The principal activities of the company are promoting social activities among the members.

#### Results and Appropriations

The results of the company for the year ended 31 March 2009 and the state of affairs of the company at that date are set out in the financial statements on pages 3 to 13.

#### Transfer of Reserves

The amounts and particulars of material transfers to and from reserves during the year are set out in Note 6 to the financial statements.

#### Fixed Assets

Details of these acquisitions and other movements in fixed assets are set out in note 3 to the financial statements.

#### Directors

The members of the committees of the association who held office of the directors of the company during the year and up to the date of this report were :-

|   |  |
|---|--|
| Mr. Chan Wai Hung                             | Mr. Lam Yat Wah                              |
| Miss Chan Tim Tai                             | Mr. Lau Sui Man                              |
| Miss Wong Sau Yung (resigned on 28 June 2008) | Ms. Yuen Ping Ho (appointed on 28 June 2008) |
| Mr. Ki Ho Ming (resigned on 28 June 2008)     | Mr. Lau Kut Hing (appointed on 28 June 2008) |
| Mr. Wong Yu Kan (resigned on 28 June 2008)    | Ms. Wun Kwai Lin (appointed on 28 June 2008) |

In accordance with Article 72 of the company's Articles of Association, they continue to hold offices.

#### Directors' Interests in Contracts

No contract of significance to which the company was a party and in which a director had a material interest subsisted at the end of the year or at any time during the year.

#### Directors' Rights to Acquire Shares or Debentures

At no time during the year was the company a party to any arrangement to enable the directors of the company to acquire benefits by means of the acquisition of shares in or debentures of the company or any other body corporate.

#### Auditors

The financial statements have been audited by Messrs. Joseph W.P. Fan & Co., Certified Public Accountants (Practising), who retire and, being eligible, offer themselves for re-appointment.

For and on behalf of the Board

  
Chairman

Hong Kong, 20 JUN 2009

# 樊永培會計師行

JOSEPH W. P. FAN & CO.  
CERTIFIED PUBLIC ACCOUNTANTS (PRACTISING)

香港中環士丹利街60號明珠行15樓全層  
15/F, Pearl Oriental House, 60 Stanley St., Central, H.K.  
Tel : (852) 2541 4236, 2543 3613, 2581 1100  
Fax : (852) 2581 1078 Website : www.jwfpfan.com

JOSEPH FAN WING PUI, 樊永培會計師  
MPA, LLB(Hons), FCCA, FCPA (Practising)  
Fellow Certified Public Accountant (Practising)  
Chartered Certified Accountant  
Tel : (852) 2543 3613  
Email : josephfan@jwfpfan.com  
josephfwp@hotmail.com

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PARAPLEGIC & QUADRAPLEGIC ASSOCIATION LIMITED (Incorporated in Hong Kong with limited liability by guarantee)

We have audited the financial statements of Paraplegic & Quadraplegic Association Limited (the "company") set out on pages 3 to 13, which comprise the balance sheet as at 31 March 2009, and the income statement, the statement of changes in equity and the cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes.

### Directors' responsibility for the financial statements

The directors are responsible for the preparation and the true and fair presentation of these financial statements in accordance with Hong Kong Financial Reporting Standards issued by the Hong Kong Institute of Certified Public Accountants and the Hong Kong Companies Ordinance. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and the true and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. This report is made solely to you, as a body, in accordance with section 141 of the Hong Kong Companies Ordinance, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of the report.

We conducted our audit in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free from material misstatement.

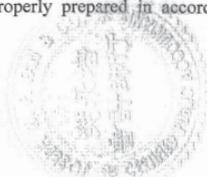
An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and true and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2009 and of its results and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards and have been properly prepared in accordance with the Hong Kong Companies Ordinance.

  
JOSEPH W.P. FAN & CO.  
Certified Public Accountants (Practising)  
Hong Kong, 20 JUN 2009



## PARAPLEGIC & QUADRAPLEGIC ASSOCIATION LIMITED BALANCE SHEET AS AT 31 MARCH 2009

|   | 2009<br>HK\$ | 2008<br>HK\$ |
|---|--------------|--------------|
| <b>NON-CURRENT ASSETS 固定資產</b>                  |              |              |
| Property, plant and equipment (Note 3) 物業、傢俱和設備 | 17,695.60    | 1,451.20     |
| Investment securities (Note 4) 證券投資             | -            | 197,234.79   |
|   | 17,695.60    | 198,685.99   |
| <b>CURRENT ASSETS 流動資產</b>                      |              |              |
| Prepayment 預付款                                  | 7,296.52     | 7,311.12     |
| Cash at bank 銀行存款                               | 307,395.20   | 110,719.39   |
|   | 314,691.72   | 118,030.51   |
| Less : <b>CURRENT LIABILITIES 流動負債</b>          |              |              |
| Amount due to a related company 聯號公司往來          | -            | -            |
| Accrued expenses 應付費用                           | 18,055.90    | 17,036.50    |
|   | 18,055.90    | 17,036.50    |
|   | 296,635.82   | 100,994.01   |
| <b>NET ASSETS/(LIABILITIES) 淨資產/負債</b>          | 314,331.42   | 299,680.00   |
| <b>ACCUMULATED FUNDS/RESERVES (Note 6) 儲備</b>   | 565,536.84   | 565,536.84   |
| Accumulated surplus/(deficit) 累積盈餘/(虧損)         | (251,205.42) | (265,856.84) |
| <b>TOTAL FUNDS/(DEFICIENCY) 盈餘/(虧損)</b>         | 314,331.42   | 299,680.00   |

The financial statements were approved and authorised for issue by the Executive Committee on **20 JUN 2009**

  
Chairman

  
Treasurer

The accompanying notes form an integral part of these financial statements.

## PARAPLEGIC &amp; QUADRAPLEGIC ASSOCIATION LIMITED

## INCOME STATEMENT FOR THE YEAR ENDED 31 MARCH 2009

|   | 2009<br>HK\$ | 2008<br>HK\$ |
|---|--------------|--------------|
| <b>INCOME 收入</b>  |              |              |
| Grant from SWD 社署資助來款                                   | 195,100.00   | 112,160.00   |
| Grant from HWFB 衛生福利及食物局資助來款                            | -            | -            |
| Donations 捐款  | 47,090.00    | 35,496.00    |
| Membership fees 會費                                      | 1,970.00     | 3,600.00     |
| Fees charged for activities held 活動費用收入                 | 25,708.00    | 41,329.50    |
| Auction income 拍賣收入                                     | 3,420.00     | 8,660.00     |
| Bank interest income 銀行利息收入                             | 7,648.61     | 9,069.45     |
| Gain/(loss) on disposal of investment securities 證券投資利潤 | 2,765.21     | -            |
| Sundry income 什項收入                                      | 1,950.00     | 8,045.50     |
|   | 285,651.82   | 218,360.45   |
| <b>Less: EXPENDITURE 支出</b>                             |              |              |
| <b>Officers Emoluments</b>                              |              |              |
| Staff salaries 職員薪金                                     | 109,850.00   | 100,100.00   |
| MPF contributions 強積金供款                                 | 5,492.50     | 5,005.00     |
|   | 115,342.50   | 105,105.00   |
| <b>Administrative and programmes expenses</b>           |              |              |
| Accounting fee 會計費用                                     | 6,000.00     | 6,000.00     |
| Allowance 津貼  | 10,394.00    | 2,473.00     |
| Annual fee 年費   | 600.00       | 600.00       |
| Auditors' remuneration 核數費用                             | 500.00       | 500.00       |
| Bank charge 銀行費用  | 750.00       | 900.00       |
| Broadband connection charges 網絡費用                       | 3,384.00     | 3,224.00     |
| Entrance fee for activities held 活動入場費                  | 4,690.00     | 26,505.00    |
| Films and developing charge                             | 408.90       | 596.50       |
| Gift 禮品   | 2,001.00     | 4,019.10     |
| Insurance 保險  | 10,127.60    | 6,105.99     |
| Local travelling 交通費                                    | 120.00       | -            |
| Material for auction and charity sale 拍賣支出              | 284.00       | 540.00       |
| Meals for activities held 活動餐費                          | 59,450.00    | 59,564.80    |
| Postages 郵費   | 4,893.60     | 4,318.10     |
| Preliminary expenses 開辦費                                | -            | 4,885.10     |
| Printing and stationery 印刷及文具                           | 14,137.40    | 13,521.80    |
| Rehabus rental 租借復康巴士費用                                 | 20,998.00    | 40,773.30    |
| Rental of equipment 租借用具費用                              | 5,200.00     | 2,600.00     |
| Snack for courses held 舉辦課程小食                           | 122.00       | 594.90       |
| Snack for meeting 開會小食                                  | -            | 266.00       |

## PARAPLEGIC &amp; QUADRAPLEGIC ASSOCIATION LIMITED

## INCOME STATEMENT FOR THE YEAR ENDED 31 MARCH 2009

- 2 -

|  | 2009<br>HK\$ | 2008<br>HK\$ |
|--|--------------|--------------|
| Sundry expenses 雜項費用                             | 2,455.80     | 1,722.80     |
| Telephone and fax 電話傳真費用                         | 2,902.00     | 3,651.00     |
| Transportation charge 運輸費                        | 520.00       | 392.60       |
| Tutor's fee 導師費                                  | 600.00       | 20,900.00    |
| Secretarial fee 秘書費                              | 605.00       | 1,210.00     |
| Depreciation on office equipment 設備折舊            | 4,514.60     | 362.80       |
|  | 155,657.90   | 206,226.79   |
|  | (271,000.40) | (311,331.79) |
| <b>SURPLUS/(DEFICIT) FOR THE YEAR 本年度盈餘/(虧損)</b> | 14,651.42    | (92,971.34)  |

PARAPLEGIC & QUADRAPLEGIC ASSOCIATION LIMITED  
STATEMENT OF CHANGES IN ACCUMULATED FUNDS  
FOR THE YEAR ENDED 31 MARCH 2009

|  | Reserves<br>HK\$ | Accumulated<br>Surplus/(deficit)<br>HK\$ | Total<br>HK\$ |
|--|------------------|--|---------------|
| (a) <u>Year ended 31 March 2008</u>                                |                  |  |               |
| Balance at 31 March 2007   |                  | (172,885.50)                             | (172,885.50)  |
| Fund transferred from amount due to related company                | 565,536.84       |  | 565,536.84    |
| Surplus/(deficit) on revaluation of properties                     | -                |  | -             |
| Deficit on revaluation of investments                              | -                |  | -             |
| <b>Net gains and losses not recognised in the income statement</b> | -                |  | -             |
| Surplus/(deficit) for the year 盈餘/虧損                               |                  | (92,971.34)                              | (92,971.34)   |
| Balance at 31 March 2008   | 565,536.84       | (265,856.84)                             | 299,680.00    |
| (b) <u>Year ended 31 March 2009</u>                                |                  |  |               |
| Fund transferred from amount due to related company                |                  |  |               |
| Surplus/(Deficit) on revaluation of properties                     | -                |  | -             |
| Deficit on revaluation of investments                              | -                |  | -             |
| <b>Net gains and losses not recognised in the income statement</b> | -                |  | -             |
| Surplus/(deficit) for the year 盈餘/虧損                               |                  | 14,651.42                                | 14,651.42     |
| Balance at 31 March 2009   | 565,536.84       | (251,205.42)                             | 314,331.42    |

PARAPLEGIC & QUADRAPLEGIC ASSOCIATION LIMITED  
CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2009

|  | 2009<br>HK\$ | 2008<br>HK\$ |
|--|--------------|--------------|
| <b>Operating activities</b>                                  |              |              |
| Surplus/(Deficit) for the year 盈餘/(虧損)                       | 14,651.42    | (92,971.34)  |
| Adjustments for :  |              |              |
| Depreciation 折舊  | 4,514.60     | 362.80       |
| Bank interest income 銀行利息收入                                  | (7,648.61)   | (9,069.45)   |
| (Gain)/loss on disposal of investment securities 證券投資利潤      | (2,765.21)   | -            |
|  | (5,899.22)   | (8,706.65)   |
| Operating surplus/(deficit) before working capital changes   | 8,752.20     | (101,677.99) |
| (Increase)/decrease in debtors                               | 14.60        | (1,757.01)   |
| Increase/(decrease) in creditors                             | 1,019.40     | 5,968.28     |
| Cash generated from/(used in) operations                     | 9,786.20     | (97,466.72)  |
| Interest received 利息收入                                       | 7,648.61     | 9,069.45     |
| Net cash generated from/(used in) operating activities       | 17,434.81    | (88,397.27)  |
| <b>Investing activities 投資項目</b>                             |              |              |
| Payment to acquire office equipment 購買辦公室設備                  | (20,759.00)  | (1,814.00)   |
| Sales proceeds from disposal of investment security          | 200,000.00   | -            |
| Net cash generated from/(used in) investing activities       | 179,241.00   | (1,814.00)   |
| <b>Financing activities 財務項目</b>                             |              |              |
| Net cash generated from/(used in) financing activities       | -            | -            |
| Net increase/(decrease) in cash and cash equivalents         | 196,675.81   | (90,211.27)  |
| Cash and cash equivalents at beginning of year               | 110,719.39   | 200,930.66   |
| Cash and cash equivalents at end of year                     | 307,395.20   | 110,719.39   |
| <b>Analysis of the balances of cash and cash equivalents</b> |              |              |
| Cash at bank 銀行存款  | 57,154.37    | 8,568.89     |
| Fixed deposit with bank (maturity within 3 months) 定期存款      | 250,240.83   | 102,150.50   |
|  | 307,395.20   | 110,719.39   |

# 小組綜合報告

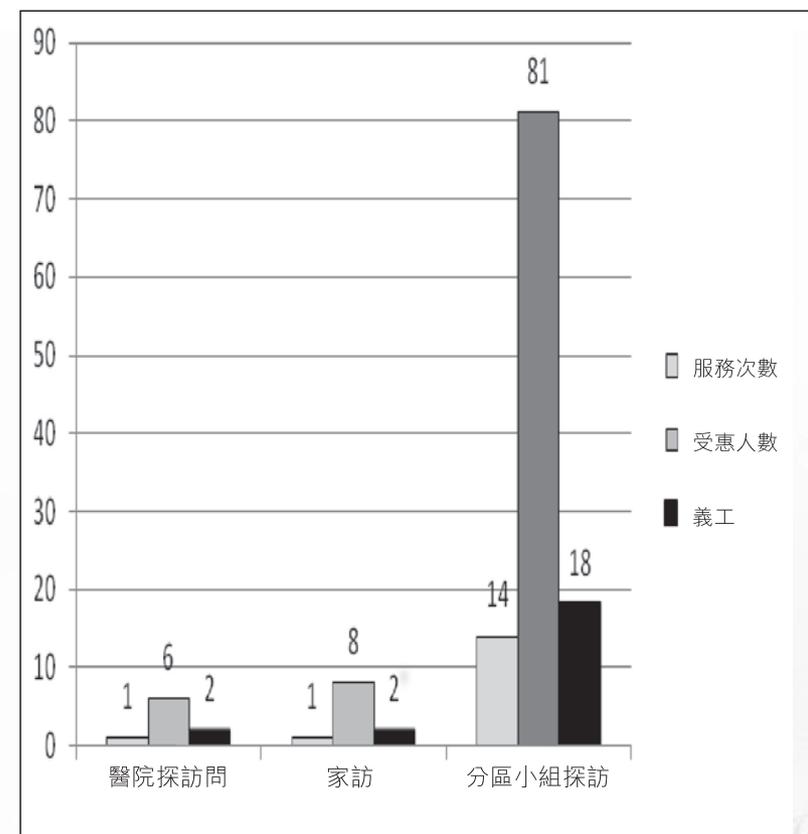
## 2008-09 年度活動報告

本會在 2008-09 年度，總共舉辦 44 次活動，接受服務及義工參與人次分別為 620 及 270 人次，活動詳情如下：

|   | 活 動        | 服務次數 | 接受服務人次 | 義工參與人次 |
|---|------------|------|--------|--------|
| 1 | 康樂活動       | 8    | 388    | 182    |
| 2 | 探訪         | 16   | 95     | 21     |
| 3 | 興趣班        | 19   | 131    | 66     |
| 4 | 與其他機構合辦活動  | 1    | 6      | 1      |
|   | <b>總 數</b> | 44   | 620    | 270    |

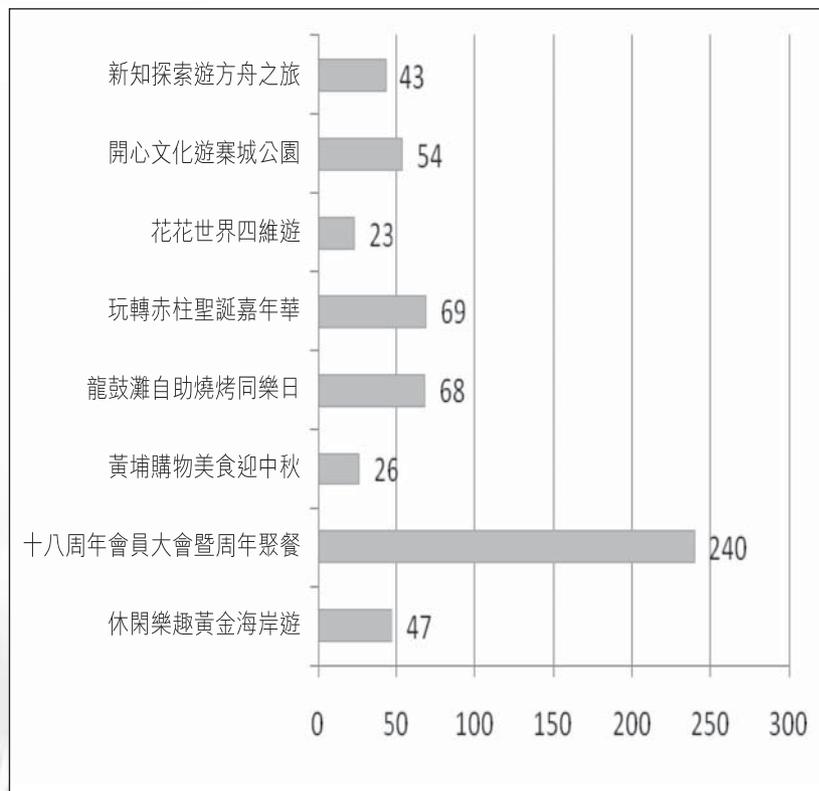
表一

## 2008 年 4 月至 2009 年 3 月探訪服務記錄



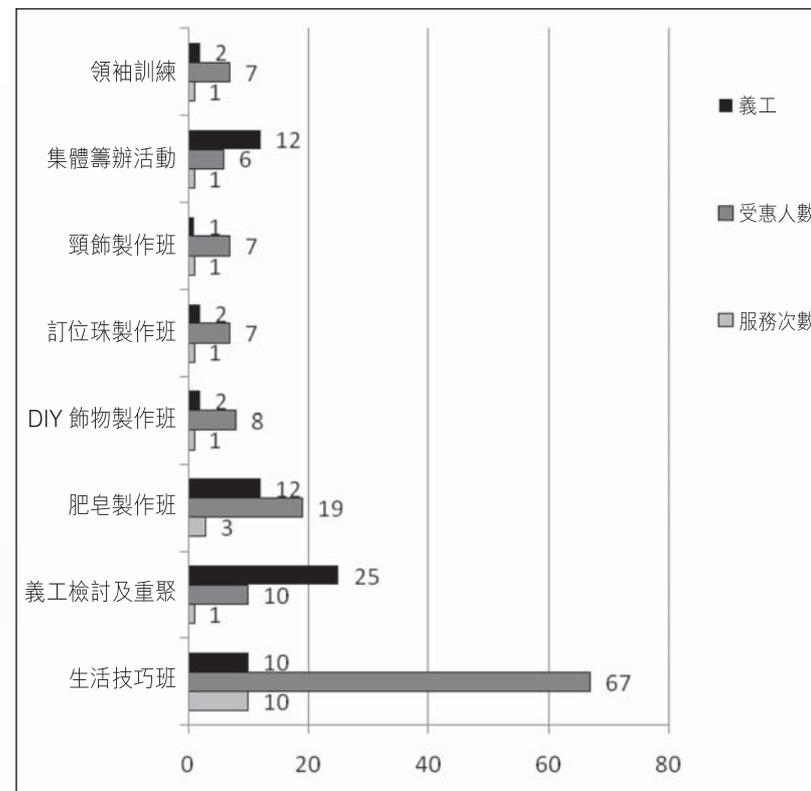
表二

2008年4月至2009年3月康樂活動參與人數記錄



表三

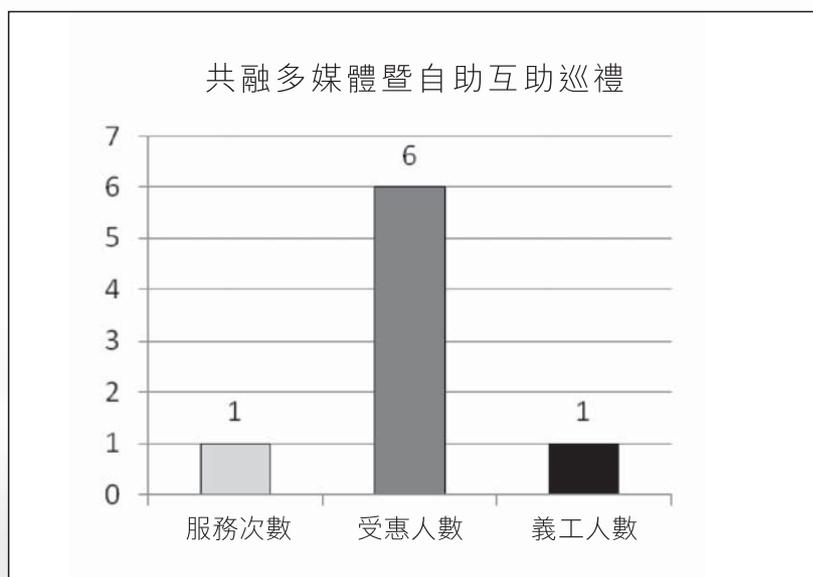
2008年4月至2009年3月課程記錄



表四

### 2008年4月至2009年3月合辦活動記錄

以下活動由香港復康會社區復康網絡 /  
黃大仙區議會社區建設及社會服務委員會 /  
社會福利署黃大仙及西貢區福利辦事處合辦：



### 2008至2010年度工作人員名單

#### 執行委員會

- 主席： 陳添娣女士
- 副主席 【內務】： 劉瑞文先生  
【外務】： 林日華先生
- 財政： 陳偉雄先生
- 文書： 劉吉慶先生
- 委員： 溫桂蓮女士  
袁平好女士

## 鳴謝名單

### 22/01/2009 『花花世界四維遊』活動義工捐款

| 義工姓名 | 金額       | 義工姓名 | 金額       |
|------|----------|------|----------|
| 鄭建民  | \$ 30.00 | 鍾雪卿  | \$ 30.00 |
| 陳艷紅  | \$ 30.00 | 盧羽南  | \$ 30.00 |
| 鍾志鈺  | \$ 30.00 | 張榮芳  | \$ 30.00 |

### 其他捐款

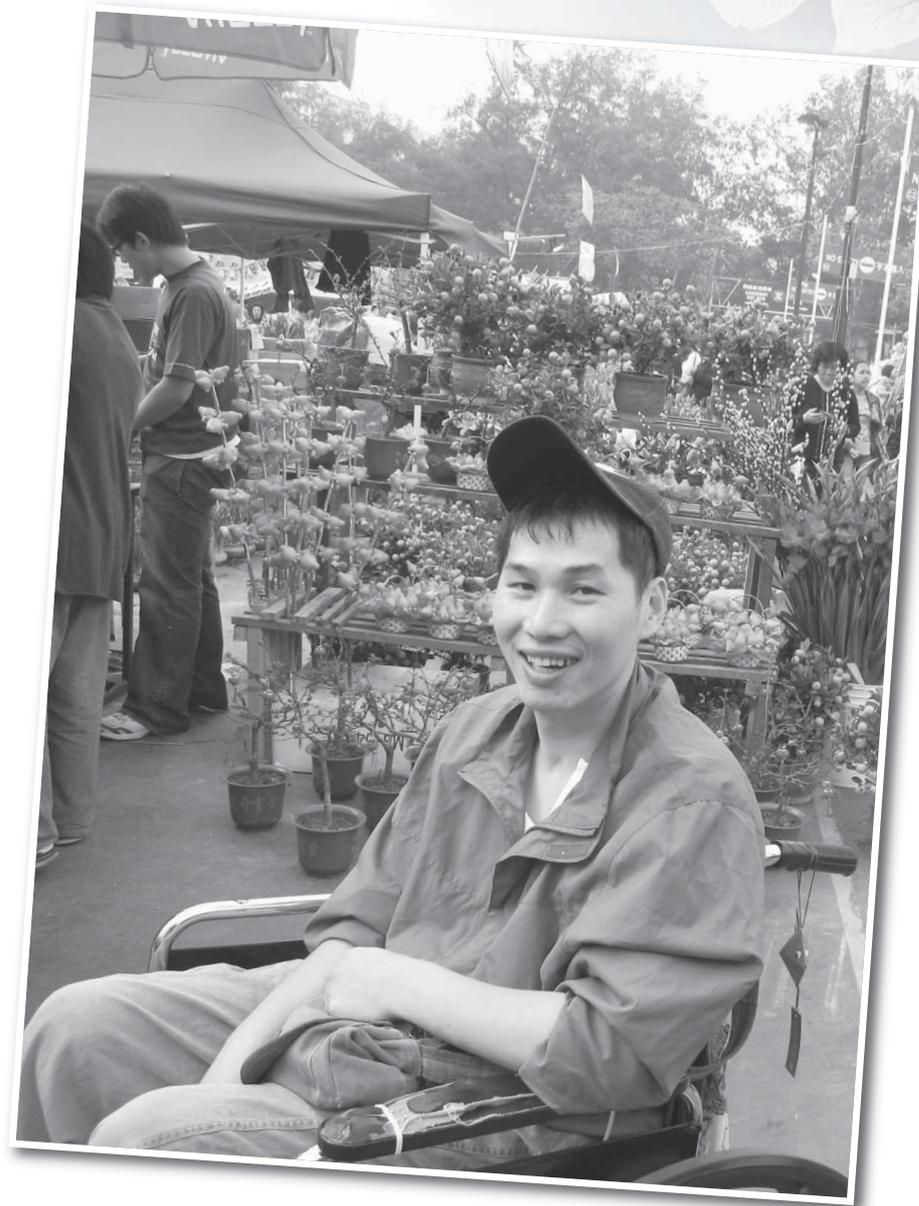
|         |              |
|---------|--------------|
| HSBC 捐款 | \$ 20,000.00 |
|---------|--------------|

\* 如有遺留，敬請原諒！

## 活動花絮

### 花花世界四維遊

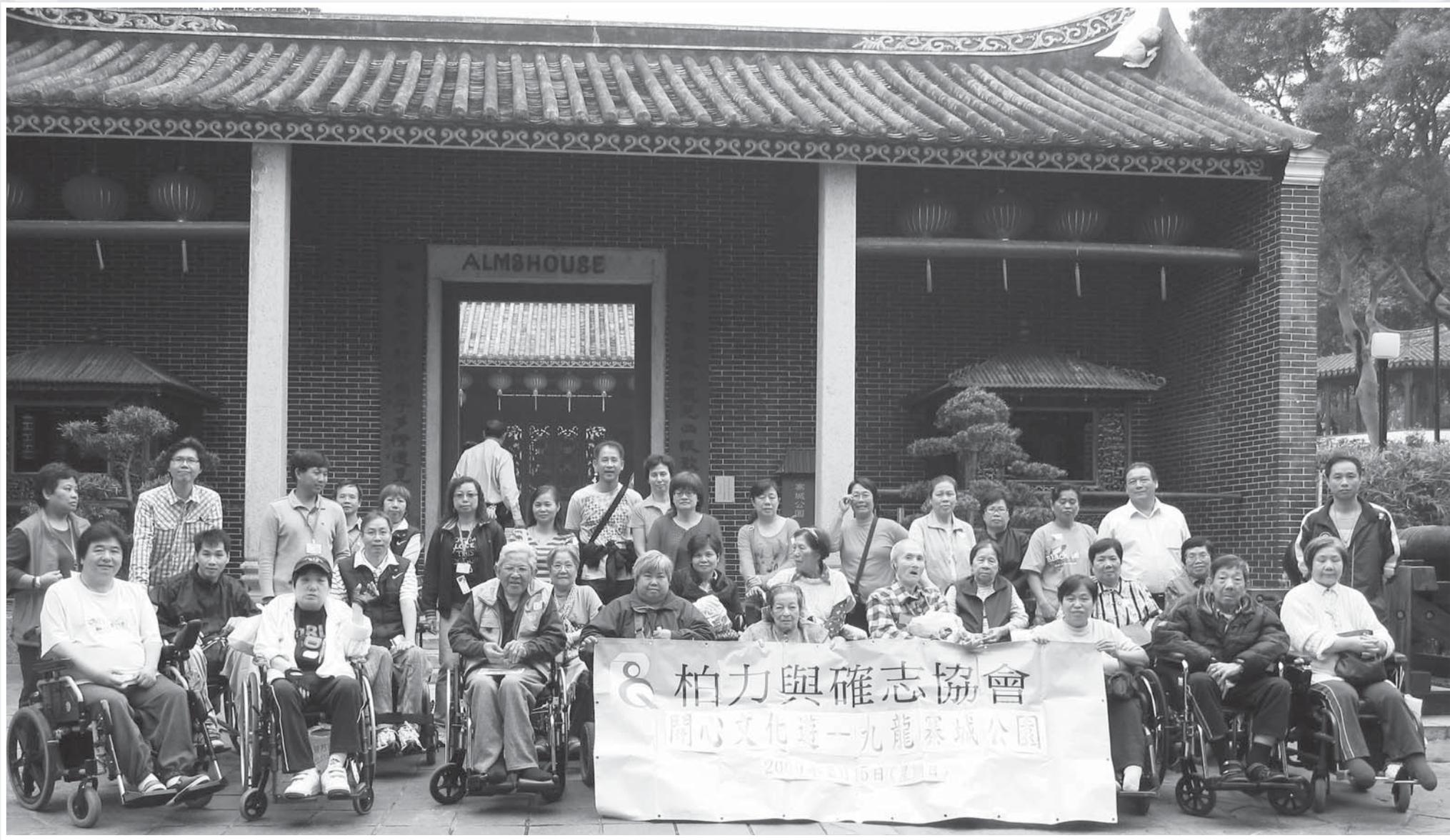




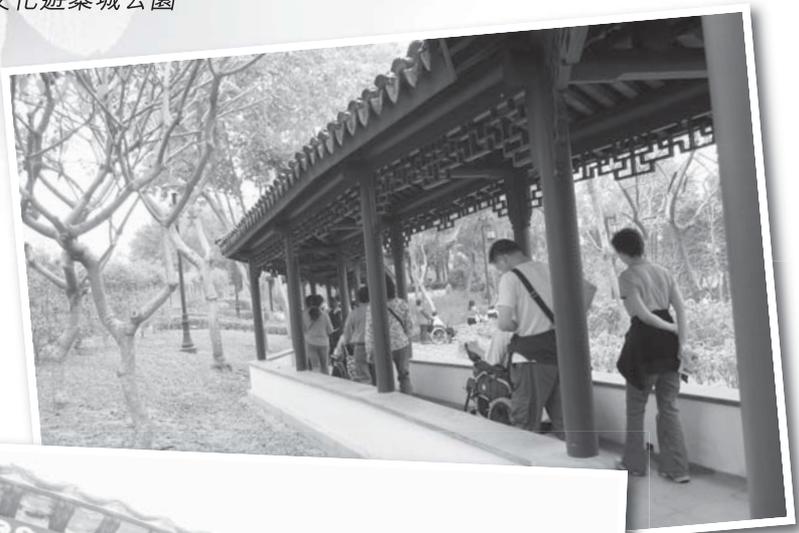




開心文化遊寨城公園







# 領袖訓練



開心文化遊寨城公園



# HSBC 捐款

# HSBC 捐款









## 捐款守則

本會一直以來非常重視、感謝各界善長 / 機構對本會的捐助及支持。

為了讓各位清楚了解本會處理捐款程序，特意在此將上述程序作簡單介紹：

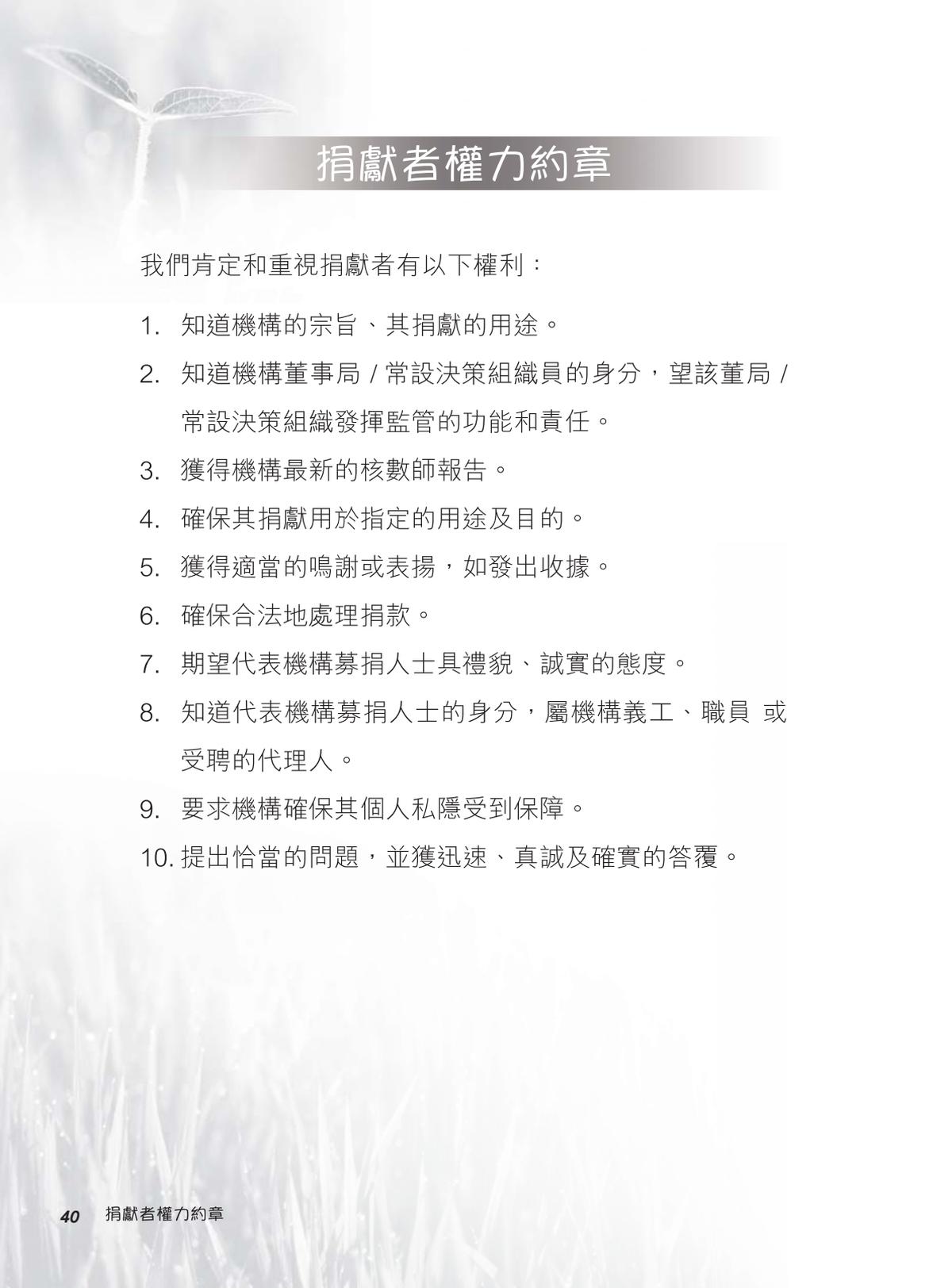
**捐款方法** (為了帳目清楚，敬希各位盡量以支票捐款。)

1. 劃線支票，抬頭「柏力與確志協會有限公司」
2. 直接存入本會的滙豐銀行戶口，帳戶號碼：  
400-298659-001 (請在銀行入數紙背面填寫捐款人姓名，然後寄交本會)
3. 現金捐款，請直接交本會執委會委員，收款後於一星期內發出正式收據。

所有捐款本會會發出正式收據，並於較近期的季刊中刊登捐款人姓名及金額。

凡捐款港幣 \$100 以上，可申請豁免稅項。

如有任何垂詢，請致電本會職員 2794-7033 或各執委會委員。



## 捐獻者權力約章

我們肯定和重視捐獻者有以下權利：

1. 知道機構的宗旨、其捐獻的用途。
2. 知道機構董事局 / 常設決策組織員的身分，望該董局 / 常設決策組織發揮監管的功能和責任。
3. 獲得機構最新的核數師報告。
4. 確保其捐獻用於指定的用途及目的。
5. 獲得適當的鳴謝或表揚，如發出收據。
6. 確保合法地處理捐款。
7. 期望代表機構募捐人士具禮貌、誠實的態度。
8. 知道代表機構募捐人士的身分，屬機構義工、職員 或受聘的代理人。
9. 要求機構確保其個人私隱受到保障。
10. 提出恰當的問題，並獲迅速、真誠及確實的答覆。