

2012 至 13 年度青年內地考察團資助計劃
收支報告

致：香港添馬添美道 2 號政府總部西翼 13 樓
青年國民教育工作小組秘書處

考察計劃編號：HAB/ CA1/7-2/2(2012-13) (145)

考察計劃名稱：2012 至 13 年度大地愛共行 2012—四川服務之旅

(i) 目的地：四川(成都、北川、都江堰、金堂及綿陽)

(ii) 行程日期及日數(由出發至回到本港)：22-30/12/2012 (共 9 天)

(iii) 參加考察活動的本港青少年人數：12-24 歲 18 人 25-29 歲 2 人

(iv) 參加考察活動的內地青少年人數：12-24 歲 0 人 25-29 歲 0 人

(如以上(i), (ii), (iii)及(iv)項與提交申請時所申報的資料不同，請註明原因及何時徵得青年國民教育工作小組對此項修改的同意)

(v) 收入：

收入	
項目	款額 \$
青年國民教育工作小組已發放的預支撥款	HK\$59,400.00
參加者收費 (2000 元 x 19 名參加者) 其中一名參加者，為本機構資助對象，故此未有收取其參加費用。	HK\$38,000.00
機構自行撥款	HK\$30,780.84
其他贊助 (請詳列來源及款額)	HK\$0.00
有待青年國民教育工作小組發放的剩餘撥款(考察部份)	HK\$19,800.00
有待青年國民教育工作小組發放的剩餘撥款(配套活動)	HK\$10,075.00
有待青年國民教育工作小組發放的剩餘撥款(核數報告)	HK\$3,000.00
總計：	HK\$161,055.84

2012 至 13 年度青年內地考察團資助計劃 收支報告

(vi) 支出：

支出（如欄位不敷應用，請自行調整或覆印此頁）

往內地考察團

項目	預算支出 (\$)	實際支出 (\$)	資助額 (\$)	附註（如適用）
*核數報告費用	HK\$3,000.00	HK\$3,000.00	HK\$3,000.00	*由於核數報告把「核數報告費用」納入為「往內地考察團」支出，因此該項支出並沒有在「配套活動/核數報告」中顯示出來。
考察費用及機票	HK\$130,000.00	HK\$125,840.00	HK\$79,200.00	
團隊保險	HK\$2,500.00	HK\$2,625.00	HK\$0.00	
團隊膳食	HK\$3,000.00	HK\$2,500.00	HK\$0.00	
訓練物資	HK\$1,000.00	HK\$913.94	HK\$0.00	
活動物資	HK\$10,000.00	HK\$11,456.90	HK\$0.00	
交通費用	HK\$4,000.00	HK\$3,370.00	HK\$0.00	

接待內地訪港考察團(如適用)

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配套活動/核數報告(請注意：申請發還撥款時應以實報實銷的原則申報)

日營：租賃旅遊巴士	HK\$1,500.00	HK\$3,750.00	HK\$1,500.00	
日營：營費	HK\$4,500.00	HK\$4,500.00	HK\$4,500.00	
活動發佈會：租賃旅遊巴士	HK\$1,596.00	HK\$620.00	HK\$1,596.00	
活動發佈會：場地租借	HK\$2,000.00	HK\$2,000.00	HK\$2,000.00	
活動發佈會：嘉賓講員費	HK\$479.00	HK\$480.00	HK\$479.00	
總計：	HK\$163,575.00	HK\$161,055.84	HK\$92,275.00	

- 收入與支出的總計必須相同。
- 收入與支出必須以港幣為計算單位，如個別開支是以其他貨幣支付的，請附上兌換貨幣的匯率單據。
- 上述活動計劃支出報告及單據須由執業會計師/註冊核數師核實。

茲證明上列收支項目的資料均屬正確無訛，現申請發還剩餘撥款如下：－

青年國民教育工作小組撥款總額 \$92,275.00

已收妥的預支撥款 \$59,400.00

待發放的剩餘撥款 \$32,875.00
(或須退還香港特別行政區政府或
華人永遠墳場管理委員會的款額)

請用劃線支票發放剩餘撥款予下列機構－

香港基督少年軍 THE BOYS' BRIGADE, HONG KONG

收款機構必須與獲資助機構有關註冊文件名稱相同。(請用中文和英文填寫收款機構名稱)

負責人簽署：  機構印鑑： 

負責人姓名： 吳淑玲 (先生/女士*) 日期： 2013/6/3

職銜： 總幹事

聯絡電話： 27149253 傳真： 27613474

機構名稱： 香港基督少年軍

機構郵寄地址： 香港九龍土瓜灣樂民新村 A 座地下

* 請刪去不適用者

備註：

- 一. 負責人所提供的資料，只用於處理與「青年內地考察團資助計劃」有關事宜。
- 二. 如所需資料未齊，秘書處可能無法發放剩餘撥款予申請機構。
- 三. 機構須將收支報告公開讓公眾查閱，包括將收支報告上載於機構網頁內發布，或張貼於機構公眾布告版上的顯眼位置等。

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收支報告

The Boys' Brigade, Hong Kong
香港基督少年軍

Report of the event - Sichuan Sharity Service Program 2012
Home Affairs Bureau

Held during 22 December 2012 to 30 December 2012

SIMON Y. P. CHAN & CO.

Certified Public Accountants

陳以波會計師事務所

HONG KONG

Reference no.: HAB/CA1/7-2/2(2012-13)(145)

The Boys' Brigade, Hong Kong
香港基督少年軍

Sichuan Sharity Service Program 2012
Home Affairs Bureau

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Report of factual findings to:-

The Boys' Brigade, Hong Kong ("The Charity")

香港基督少年軍

Sichuan Sharity Service Program 2012

Home Affairs Bureau

We have performed the procedures agreed with you and enumerated below with respect to the annexed statements of income and expenditure of The Boys' Brigade, Hong Kong Limited for the event - Sichuan Sharity Service Program 2012 held during 22 December 2012 to 30 December 2012, set forth in page 2 to 3. Our engagement was undertaken in accordance with Hong Kong Standard on Related Services 4400, "Engagements to Perform Agreed-Upon Procedures Regarding Financial Information" issued by the Hong Kong Institute of Certified Public Accountants (HKICPA). The procedures were performed solely to assist you in evaluating the validity of the financial information and are summarized as follows:

1. We obtained and checked the annexed statements of income and expenditure for the period from 22 December 2012 to 30 December 2012 prepared by The Boys' Brigade, Hong Kong, and we compared the total to the balance in the related general ledger account.
2. We obtained and checked supporting for items on the annexed statements of income and expenditure, and we located and examined such supporting by vouching quotations, purchase orders, invoices, receipts, payment slips and any other document.
3. We obtained and checked the expenditures in accordance with the Guidelines and requirements in Home Affairs Bureau.

We report our findings below:

- (a) With respect to item 1 we found the annexed statements of income and expenditures agreed to the ledger and records obtained.
- (b) With respect to item 2 we found the items on the annexed statements of income and expenditure agreed to supporting.
- (c) With respect to item 3 we found the expenditures complied with Guidelines and requirements in Home Affairs Bureau and were entirely approved.

Because the above procedures do not constitute an assurance engagement made in accordance with Hong Kong Standards on Auditing, Hong Kong Standards on Review Engagements or Hong Kong Standards on Assurance Engagements, we do not express any assurance on the annexed statements of income and expenditure for the period from 22 December 2012 to 30 December 2012.

Had we performed additional procedures or had we performed an assurance engagement of the financial statements in accordance with Hong Kong Standards on Auditing, Hong Kong Standards on Review Engagements or Hong Kong Standards on Assurance Engagements issued by the HKICPA, other matters might have come to our attention that would have been reported to you.

Our report is solely for the purpose set forth in the first paragraph of this report and for your information and is not to be used for any other purpose or to be distributed to any other parties. This report relates only to the accounts and items specified above and does not extend to any financial statements of The Boys' Brigade, Hong Kong, taken as a whole.




Certified Public Accountants (Practising)
Hong Kong, 8 May 2013

The Boys' Brigade, Hong Kong
香港基督少年軍

Income and expenditure account of the event - Sichuan Sharity Service Program 2012
Home Affairs Bureau
Held during 22 December 2012 to 30 December 2012

		<u>HK\$</u>
Income		
Fund received		59,400.00
Tour fee		38,000.00
		<hr/> 97,400.00 <hr/>
Expenditure (Note 1)		
1.1 Exchange Programme		
Audit fee	3,000.00	
Accommodation	125,840.00	
Insurance	2,625.00	
Meal	2,500.00	
Printing and stationery	913.94	
Programme materials	11,456.90	
Travelling and transportation	3,370.00	
	<hr/>	149,705.84
1.2 Ancillary activities		11,350.00
		<hr/> 161,055.84 <hr/>
(Deficit)		(63,655.84) <hr/> <hr/>

The report of the event - Sichuan Sharity Service Program 2012 on pages 2 to 3 were approved and authorized for issue on 8 May 2013 by the Board of Directors and are signed on its behalf by:



Vice-Chairperson
Mr. Cheung Lit Man