財務報告 Financial Statements



平等機會委員會 截至二零一六年 三月三十一日止 財政年度的財務報表

獨立核數師報告 致平等機會委員會 全體大會

(依據《性別歧視條例》在香港成立)

本核數師(以下簡稱「我們」)已審計列 載於第109至第137頁平等機會委員會 (以下簡稱「委員會」)的財務報表,此財 務報表包括於二零一六年三月三十一 日的資產負債表,截至該日止年度的 支結算表、全面收益表、資金變動表和 現金流量表以及主要會計政策概要及 其他附註解釋資料。

委員會就財務報表須承擔的 責任

委員會須負責根據香港會計師公會頒 布的《香港財務報告準則》擬備真實而 中肯的財務報表,並對其認為為使財務 報表的擬備不存在由於欺詐或錯誤而 導致的重大錯誤陳述所必需的內部控 制負責。

核數師的責任

我們的責任是根據我們的審計對該等財務報表作出意見。我們是按照雙方同意的受聘條款,僅向委員會報告。除此以外,我們的報告不可用作其他用途。我們概不就本報告的內容,對任何其他人士負責或承擔法律責任。

我們已根據香港會計師公會頒布的《香港審計準則》進行審計。該等準則要求我們遵守道德規範,並規劃及執行審計,以對財務報表是否不存在任何重大錯誤陳述獲取合理保證。

Equal Opportunities Commission Financial Statements for the year ended 31 March 2016

Independent auditor's report to the Board of Commission Members of Equal Opportunities Commission

(Established in Hong Kong pursuant to the Sex Discrimination Ordinance)

We have audited the financial statements of Equal Opportunities Commission ("the Commission") set out on pages 109 to 137, which comprise the statement of assets and liabilities as at 31 March 2016, the statement of income and expenditure, statement of comprehensive income, statement of changes in funds and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information.

The Commission's responsibility for the financial statements

The Commission is responsible for the preparation of financial statements that give a true and fair view in accordance with Hong Kong Financial Reporting Standards issued by the Hong Kong Institute of Certified Public Accountants and for such internal control as the Commission determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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 our agreed terms of engagement, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this 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 about whether the financial statements are free from material misstatement.

Financial Statements

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 judgement, 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 of the financial statements that give a true and fair view 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 Commission, as well as evaluating the overall presentation of the financial statements.

我們相信,我們所獲得的審計憑證能充足和適當地為我們的審計意見提供基礎。

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

意見

我們認為,該等財務報表已根據《香港財務報告準則》真實而中肯地反映委員會於二零一六年三月三十一日的財政狀況及截至該日止年度的財務表現及現金流量。

Opinion

In our opinion, the financial statements give a true and fair view of the financial position of the Commission as at 31 March 2016 and of the Commission's financial performance and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards.

畢馬威會計師事務所

執業會計師 香港中環 遮打道10號 太子大廈8樓 二零一六年九月十五日

KPMG

Certified Public Accountants 8th Floor, Prince's Building 10 Chater Road Central, Hong Kong 15 September 2016

Financial Statements

收支結算表 截至二零一六年 三月三十一日止財政年度

Statement of income and expenditure for the year ended 31 March 2016 (Expressed in Hong Kong dollars)

(所有數額均以港元為單位)

		附註 Note	2016	2015
收入	Income			
政府補助 其他收入	Government subventions Other income	3	108,195,624 2,702,534	103,869,302 2,657,207
			110,898,158	106,526,509
支出	Expenditure			
職員薪酬 職員約滿酬金、其他福利	Staff salaries Staff gratuity, other benefits and		61,970,078	58,697,281
及津貼	allowances		20,275,656	19,286,042
強積金供款 未使用年假的準備之減少	Mandatory provident fund contributions		1,495,115	1,442,769
未使用平限的华州之 <i>减少</i> 法律費用	Decrease in provision for unutilised annual leave Legal fees		(75,631) 1,190,462	(131,703) 2,281,393
宣傳及公眾教育支出	Publicity and public education expenses		7,117,046	5,439,403
研究計劃 涉及辦公室物業的營運	Research projects Operating lease rentals in respect of		844,407	1,125,469
租賃租金 清理物業、機器及設備的 虧損	office premises Loss on disposal of property, plant and equipment		13,579,177 1,249	12,359,985 2,004
折舊 外訪及會議	Depreciation Overseas visits and conferences	4	636,415 116,469	538,509 130,272
職員本地培訓 核數師酬金	Staff local training Auditor's remuneration		185,216 102,400	428,674 97,000
其他經營費用	Other operating expenses		2,597,132	2,602,919
			110,035,191	104,300,017
財政年度盈餘	Surplus for the year	10	862,967	2,226,492

第114至137頁之附註為本財務報表的一部分。

The notes on pages 114 to 137 form part of these financial statements.

財務報告 Financial Statements

全面收益表 截至二零一六年 三月三十一日止財政年度

(所有數額均以港元為單位)

委員會所呈列的任何一個年度期間,除「財政年度盈餘」以外便沒有全面收益的組成項目。因此,委員會於兩個年度期間均沒有分開呈列全面收益表,委員會的「全面收入總額」和「財政年度盈餘」相同。

Statement of comprehensive income for the year ended 31 March 2016

(Expressed in Hong Kong dollars)

The Commission had no components of comprehensive income other than "surplus for the year" in either of the years presented. Accordingly, no separate statement of comprehensive income is presented as the Commission's "total comprehensive income" was the same as the "surplus for the year" in both years.

第114至137頁之附註為本財務報表的 一部分。

The notes on pages 114 to 137 form part of these financial statements.

Financial Statements

資產負債表 於二零一六年 三月三十一日

(所有數額均以港元為單位)

Statement of assets and liabilities as at 31 March 2016

(Expressed in Hong Kong dollars)

		附註 Note	2016	2015
資產	ASSETS			
非流動資產	Non-current asset			
物業、機器及設備	Property, plant and equipment	4	2,081,631	1,008,972
流動資產	Current assets			
應收政府的未使用年假補助 其他應收帳款、按金及預付款項	Unutilised annual leave subventions receivable from the Government Other receivables, deposits and prepayments	5	3,172,553 5,867,422	3,248,184 3,930,837
存款期超過3個月的 銀行存款 現金及現金等價物	Bank deposits with original maturity over three months Cash and cash equivalents	6	23,510,526 19,659,818	17,318,777 30,374,355
			52,210,319	54,872,153
總資產	Total assets		54,291,950	55,881,125
負債	LIABILITIES			
非流動負債 職員約滿酬金的準備 預收政府補助 資本補助基金	Non-current liabilities Provision for staff gratuity Government subventions received in advance Capital subvention fund	8 3 7	6,906,439 1,218,841 425,758	3,655,564 604,932 910,799
			8,551,038	5,171,295
流動負債	Current liabilities			
職員約滿酬金的準備 未使用年假的準備 預收政府補助 其他應付帳項及應計費用 資本補助基金	Provision for staff gratuity Provision for unutilised annual leave Government subventions received in advance Other payables and accruals Capital subvention fund	8 3 9 7	3,094,730 3,172,553 8,012,180 8,618,710 959,416	7,245,632 3,248,184 9,360,135 7,519,361 2,316,162
			23,857,589	29,689,474
總負債	Total liabilities		32,408,627	34,860,769
基金	FUNDS			
儲備	Reserves	10	21,883,323	21,020,356
總基金	Total funds		21,883,323	21,020,356
總基金及負債	Total funds and liabilities		54,291,950	55,881,125

於2016年9月15日 批 准 並 授 權 公 布 Approved and authorised for issue on 15 September 2016 by 本財務報表。

陳章明教授 Professor Alfred CHAN Cheung-ming 委員會主席

Chairperson of the Commission

趙麗娟女士 Ms Susanna CHIU Lai-kuen行政及財務專責小組召集人
Convenor of the Administration and
Finance Committee

鄧伊珊小姐 Miss Kerrie TENG 高級會計經理 Senior Accounting Manager

第114至137頁之附註為本財務報表的 一部分。 The notes on pages 114 to 137 form part of these financial statements.

資金變動表 截至二零一六年 三月三十一日止財政年度

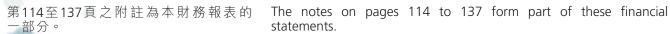
Statement of changes in funds for the year ended 31 March 2016

收支結算表

(Expressed in Hong Kong dollars)

(所有數額均以港元為單位)

		Statement of income and expenditure	儲備 Reserves (附註10) (note 10)	總數 Total
於 2014 年 4 月 1 日之 結餘	Balance at 1 April 2014	-	18,793,864	18,793,864
2014/2015年度資金 變動:	Changes in funds for 2014/2015:			
財政年度盈餘及全面 收入總額 轉撥	Surplus and total comprehensive income for the year Transfer	2,226,492 (2,226,492)	_ 2,226,492	2,226,492 –
於2015年3月31日及 2015年4月1日之 結餘	Balance at 31 March 2015 and 1 April 2015	_	21,020,356	21,020,356
2015/2016年度資金 變動:	Changes in funds for 2015/2016:			
財政年度盈餘及全面 收入總額 轉撥	Surplus and total comprehensive income for the year Transfer	862,967 (862,967)	- 862,967	862,967 -
於 2016 年 3 月 31 日之 結餘	Balance at 31 March 2016	-	21,883,323	21,883,323



Financial Statements

現金流量表 截至二零一六年 三月三十一日止財政年度

Cash flow statement for the year ended 31 March 2016 (Expressed in Hong Kong dollars)

(所有數額均以港元為單位)

		附註 Note	2016	2015
營運活動	Operating activities			
財政年度盈餘	Surplus for the year		862,967	2,226,492
調整: 折舊 清理物業、機器及設備的虧損	Adjustments for: Depreciation Loss on disposal of property, plant and		636,415	538,509
利息收入	equipment Interest income		1,249 (365,894)	2,004 (477,225)
營運資金變動前經營盈餘	Operating surplus before changes in working capital		1,134,737	2,289,780
應收政府的未使用年假補助之 減少 其他應收帳款、按金及預付	Decrease in unutilised annual leave subventions receivable from the Government (Increase)/decrease in other receivables,		75,631	131,703
款項之(增加)/減少 其他應付帳項及應計費用之	deposits and prepayments Increase in other payables and accruals		(1,894,016) 673,152	179,345
增加 職員約滿酬金的準備之減少 未使用年假的準備之減少	Decrease in provision for staff gratuity Decrease in provision for unutilised annual		(900,027)	2,160,141 (5,506,599)
預收政府補助之減少	leave Decrease in Government subventions		(75,631)	(131,703)
	received in advance		(734,046)	(1,225,158)
資本補助基金之(減少)/ 增加	(Decrease)/increase in capital subvention fund		(1,841,787)	3,226,961
營運活動(耗用)/所產生的現金 淨額	Net cash (used in)/generated from operating activities		(3,561,987)	1,124,470
投資活動	Investing activities			
已收利息	Interest received		323,325	486,747
存放存款期超過3個月的 銀行存款	Placement of bank deposits with original maturity over three months		(10,191,749)	(4,182,277)
支用存款期超過3個月的 銀行存款	Release of bank deposits with original maturity over three months		4,000,000	8,080,438
購置物業、機器及設備	Payment for the purchase of property, plan and equipment	t	(1,284,126)	(658,926)
投資活動(耗用)/所產生之現金 淨額	Net cash (used in)/generated from investing activities		(7,152,550)	3,725,982
現金及現金等價物之 (減少)/增加	(Decrease)/increase in cash and cash equivalents		(10,714,537)	4,850,452
年初之現金及現金等價物	Cash and cash equivalents at beginning of the year		30,374,355	25,523,903
年末之現金及現金等價物	Cash and cash equivalents at end of the year	6	19,659,818	30,374,355

第114至137頁之附註為本財務報表的 一部分。

The notes on pages 114 to 137 form part of these financial statements.

Financial Statements

財務報表附註

(所有數額均以港元為單位)

Notes to the financial statements

(Expressed in Hong Kong dollars)

1 背景

委員會是按法例在香港成立,辦事處註冊地址為香港太古城太古灣道14號太古城中心三座19樓。

Background

Equal Opportunities Commission ("the Commission") is a statutory body set up in 1996 to implement the Sex Discrimination Ordinance, the Disability Discrimination Ordinance, the Family Status Discrimination Ordinance and the Race Discrimination Ordinance. The Commission works towards the elimination of discrimination on the grounds of sex, marital status, pregnancy, disability, family status and race. The Commission also aims to eliminate sexual harassment, and harassment and vilification on the grounds of disability and race, and promote equality of opportunities between men and women, between persons with and without a disability and irrespective of family status and race.

The Commission is established by statute in Hong Kong. The address of its registered office is 19/F, Cityplaza Three, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong.

2 主要會計政策

(a) 遵例聲明

本財務報表乃根據香港會計師公會頒布所有適用的《香港財務報告準則》(此統稱包括適用的個別《香港財務報包括準則》、《香港會計準則》及香港公認會計與則數。委員會採納的主要會計政策概述如下。

Significant accounting policies

(a) Statement of compliance

These financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards ("HKFRSs"), which collective term includes all applicable individual Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards ("HKASs") and Interpretations issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and accounting principles generally accepted in Hong Kong. A summary of the significant accounting policies adopted by the Commission is set out below.

The HKICPA has issued certain new and revised HKFRSs that are first effective or available for early adoption for the current accounting period of the Commission. The adoption of these new standards and interpretation did not have material impact on the Commission's financial statements. The Commission has not applied any new standard or interpretation that is not yet effective for the current accounting period.

Financial Statements

2 主要會計政策(續)

(b) 財務報表編製基準

本財務報表是以歷史成本作為計量基準而編製的。

管理層會不斷修訂各項估計 及相關假設。如果會計估計 該修訂會在該期間內確認 時影響當前及未來期間內 時影響當前及未來期間及 則該修訂會在修訂期 則該修訂會在修訂 則就修訂會在修訂 來期間內確認入賬。

Significant accounting policies (continued)

(b) Basis of preparation of the financial statements

The measurement basis used in the preparation of the financial statements is the historical cost basis.

The preparation of financial statements in conformity with HKFRSs requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenditure. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Financial Statements

財務報表附註

(所有數額均以港元為單位)

Notes to the financial statements

(Expressed in Hong Kong dollars)

2 主要會計政策(續)

(c) 物業、機器及設備

物業、機器及設備是以成本 減去累計折舊及減值虧損後 列帳。

折舊是在扣減物業、機器及設備的預計剩餘價值(如有)後,按預計可用年限以直線法沖銷其成本,計算方法如下:

-租賃物業	租賃期或六年
裝修	(以較短者為準)

-辦公室 分別為五年家俬及 及三年設備

- 汽車 七年

-電腦軟件 三至五年

-電腦硬件 四至五年

六年

- 即時傳譯 及擴音 系統

資產的可使用年限及其剩餘 價值(如有)會每年檢討。

Significant accounting policies (continued)

(c) Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation and impairment losses.

Depreciation is calculated to write off the cost of items of property, plant and equipment, less their estimated residual value, if any, using the straight-line method over their estimated useful lives as follows:

Leasehold improvements
 The shorter of the lease term and 6 years

Office furniture and equipment5 and 3 years respectively

– Motor vehicles7 years

- Computer software 3 to 5 years

Computer hardware4 to 5 years

Simultaneous interpretation 6 years and public address equipment

Both the useful life of an asset and its residual value, if any, are reviewed annually.

Financial Statements

2 主要會計政策(續)

(c) 物業、機器及設備(續)

委員會在每個匯報期間終 結時審閱物業、機器及設備 的帳面金額,以確定有否減 值跡象。減值虧損只限於當 資產或所附屬的現金產生單 位的帳面金額超過可收回金 額時在收支結算表內確認。 資產或所附屬的現金產生單 位的可收回金額是其公允價 值減清理費用與使用值兩者 中的較高額。在評估使用值 時,估計未來現金流量會按 折讓率折讓至現值,而該折 讓率應反映市場當時所評估 的貨幣時間價值和該資產的 獨有風險。假如用以釐定可 收回數額的估計基準出現利 好的變化,有關的減值虧損 便會撥回。

報廢或出售任何物業、機器及設備所產生的損益以出售所得淨額與資產的帳面金額之間的差額釐定,並於報廢或出售日在收支結算表內確認入賬。

(d) 營運租賃

凡擁有權所涉及的風險及利益大部分由租賃人承擔人人政治人事,均作為營運租賃入股份,以實理租赁所支付的费用。根据,在扣除收到租赁人提供的投票之後,以直線法法的實理在會計期間在收支結算表中進行攤銷。

Significant accounting policies (continued)

(c) Property, plant and equipment (continued)

The carrying amounts of property, plant and equipment are reviewed for indications of impairment at the end of each reporting period. An impairment loss is recognised in the statement of income and expenditure if the carrying amount of an asset, or the cash-generating unit to which it belongs, exceed its recoverable amount. The recoverable amount of an asset, or of the cash-generating unit to which it belongs, is the greater of its fair value less costs of disposal and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the assets. An impairment loss is reversed if there has been a favourable change in the estimates used to determine the recoverable amount.

Gains or losses arising from the retirement or disposal of an item of property, plant and equipment are determined as the difference between the net disposal proceeds and the carrying amount of the item and are recognised in the statement of income and expenditure on the date of retirement or disposal.

(d) Operating leases

Leases where substantially all the risks and rewards of ownership of assets remain with the lessor are accounted for as operating leases. Payments made under operating leases net of any incentives received from the lessor are charged to the statement of income and expenditure on a straight-line basis over the accounting periods covered by the lease term.

財務報告 Financial Statements

財務報表附註

(所有數額均以港元為單位)

Notes to the financial statements

(Expressed in Hong Kong dollars)

2 主要會計政策(續)

(e) 其他應收帳款

其他應收帳款初值按公允價值確認及隨後採用實際利率 法按攤銷成本減呆帳減值作 出的撥備列帳。

Significant accounting policies (continued)

(e) Other receivables

Other receivables are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method, less allowance for impairment of doubtful debts.

Impairment losses for bad and doubtful debts are recognised when there is objective evidence of impairment and are measured as the difference between the carrying amount of the financial asset and the estimated future cash flows, discounted at the asset's original effective interest rate where the effect of discounting is material. Objective evidence of impairment includes observable data that come to the attention of the Commission about events that have an impact on the asset's estimated future cash flows such as significant financial difficulty of the debtor.

Impairment losses for other receivables whose recovery is considered doubtful but not remote are recorded using an allowance account. When the Commission is satisfied that recovery is remote, the amount considered irrecoverable is written off against the receivable directly and any amounts held in the allowance account relating to that debt are reversed. Subsequent recoveries of amounts previously charged to the allowance account and subsequent recoveries of amounts previously written off directly are recognised in the statement of income and expenditure.

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2 主要會計政策(續)

(f) 其他應付帳項及應計費 用

其他應付帳項及應計費用初值按公允價值確認,其後按攤銷成本列帳;除非在貼現的影響非常微小時,則按成本列帳。

(g) 現金及現金等價物

(h) 僱員福利

(i) 僱員假期及約滿酬金 享有權

僱員應享有的年假及約 滿酬金於確立時確認。 截至年結日止,因僱員 已提供服務而產生的未 放年假及約滿酬金已撥 出準備。

僱員應享有的病假、分娩假及侍產假於放假時 才確認。

Significant accounting policies (continued)

(f) Other payables and accruals

Other payables and accruals are initially recognised at fair value and subsequently stated at amortised cost unless the effect of discounting would be immaterial, in which case they are stated at cost.

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and in hand, demand deposits with banks and other financial institutions, and short-term, highly liquid investments that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value, having been within three months of maturity at acquisition.

(h) Employee benefits

(i) Employee leave and gratuity entitlements

Employee entitlements to annual leave and gratuities are recognised when they accrue to employees. A provision is made for the estimated liability for untaken annual leave and gratuities as a result of services rendered by employees up to the year end date.

Employee entitlements to sick leave, maternity leave and paternity leave are not recognised until the time of leave.

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2 主要會計政策(續)

(h) 僱員福利(續)

(ii) 退休金責任

委員會問題之一對產理付的期只將繳。一對產理付的期只將繳。

(i) 準備及或有負債

Significant accounting policies (continued)

(h) Employee benefits (continued)

(ii) Pension obligations

The Commission has established a mandatory provident fund scheme ("MPF Scheme") in Hong Kong. The assets of the MPF Scheme are held in separate trustee-administered funds. The Commission has no further payment obligations once the contributions have been paid. The contributions are recognised as employee benefit expense when they are due. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(i) Provisions and contingent liabilities

Provisions are recognised for liabilities of uncertain timing or amount when the Commission has a legal or constructive obligation arising as a result of a past event, it is probable that an outflow of economic benefits will be required to settle the obligation and a reliable estimate can be made. When the time value of money is material, provisions are stated at the present value of the expenditure expected to settle the obligation.

Where it is not probable that an outflow of economic benefits will be required, or the amount cannot be estimated reliably, the obligation is disclosed as a contingent liability, unless the probability of outflow of economic benefits is remote. Possible obligations, whose existence will only be confirmed by the occurrence or non-occurrence of one or more future events are also disclosed as contingent liabilities unless the probability of outflow of economic benefits is remote.

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2 主要會計政策(續)

(j) 收入的確認

收入按已收取或應收的報酬的公允價值計算。倘若有經濟效益的資源可能流入至委員會,而收入及支出(如,有限)能夠作可靠的計算時內, 關收入將在收支結算表內確認為:

(i) 政府補助

與特定計劃有關的政府 補助已包括在資本補助 基金內,並在配合補助 打算補償成本需要的期 間遞延及確認在收支結 算表上。

與購置物業、機器及設 備有關的政府補助已包 括在資本補助基金內, 並按有關資產的預計已 用年限,以直線法記入 收支結算表內。

(ii) 利息收入

利息收入按照實際利率 法累計確認。

(iii) 雜項收入

雜項收入是以應計制確 認。

Significant accounting policies (continued)

(j) Income recognition

Income is measured at the fair value of the consideration received or receivable. Provided it is probable that the economic benefits will flow to the Commission and the income and expenditure, if applicable, can be measured reliably, income is recognised in the statement of income and expenditure as follows:

(i) Government subventions

Government subventions are recognised initially when there is reasonable assurance that they will be received and that the Commission will comply with the conditions attaching to them. Government subventions that compensate the Commission for expenses incurred are recognised as income in the statement of income and expenditure on a systematic basis in the same periods in which the expenses are incurred.

Government subventions relating to specific projects are included in the capital subvention fund and are deferred and recognised in the statement of income and expenditure over the period necessary to match them with the costs that they are intended to compensate.

Government subventions relating to the purchase of property, plant and equipment are included in the capital subvention fund and are credited to the statement of income and expenditure on a straight-line basis over the expected useful lives of the related assets.

(ii) Interest income

Interest income is recognised as it accrues using the effective interest method.

(iii) Sundry income

Sundry income is recognised on an accrual basis.

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2 主要會計政策(續)

(k) 關聯人士

- (a) 個人或該個人之近親家 庭成員,如該個人在以 下情況下視為與委員會 有關聯:
 - (i) 可控制或共同控制 委員會;
 - (ii) 對委員會有重大影響力;或
 - (iii) 是委員會的主要管 理人員之成員。
- (b) 在以下任何情況下一實 體會視為與委員會有關 聯:
 - (i) 該實體及委員會皆 是同一集團成員 (即每一間母公司、 附屬公司及同系附 屬公司與其他有關 聯)。
 - (ii) 一實體是另一實體 的聯營公司或合營 公司(或該聯營公司 或合營公司與該另 一實體均屬同一集 團)。
 - (iii) 兩個實體是同一第 三者的合營公司。
 - (iv) 一實體是一第三者 的合營公司而另一 實體則是該第三者 的聯營公司。

Significant accounting policies (continued)

(k) Related parties

- (a) A person, or a close member of that person's family, is related to the Commission if that person:
 - (i) has control or joint control over the Commission;
 - (ii) has significant influence over the Commission; or
 - (iii) is a member of the key management personnel of the Commission.
- (b) An entity is related to the Commission if any of the following conditions applies:
 - (i) The entity and the Commission are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
 - (ii) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
 - (iii) Both entities are joint ventures of the same third party.
 - (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity.

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2 主要會計政策(續)

(k) 關聯人士(續)

- (b) 在以下任何情況下一實體會視為與委員會有關聯:(續)
 - (v) 該實體是提供福利 予委員會或與委員 會有關聯之實體的 僱員離職後之福利 計劃。
 - (vi) 該實體受在(k)(a)項中所辨別的個人所控制或共同控制。
 - (vii) 在(k)(a)(i)項中所辨別的個人而該個人 對該實體有重大影響力,或該個人影 實體(或是該實體的母公司)的主要管理人員之成員。
 - (viii) 該實體或所屬集團 內的任何成員為向 委員會提供主要管 理人員服務。

個人的近親家庭成員指可影響,或受該個人影響,他們與 該實體交易的家庭成員。

Significant accounting policies (continued)

(k) Related parties (continued)

- (b) An entity is related to the Commission if any of the following conditions applies: (continued)
 - (v) The entity is a post-employment benefit plan for the benefit of employees of either the Commission or an entity related to the Commission.
 - (vi) The entity is controlled or jointly-controlled by a person identified in (k)(a).
 - (vii) A person identified in (k)(a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
 - (viii) The entity, or any member of a group of which it is a part, provides key management personnel services to the Commission.

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with the entity.

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3 政府補助及預收政府補助

政府補助代表政府撥款予委員會 提供服務的資金。預收政府補助 是有關於年結日後才提供的各項 服務而預收的款項。

財政年度獲批的政府補助與在收支結算表內確認的政府補助對帳表:

Government subventions and Government subventions received in advance

Government subventions represent the funds granted by the Government for the Commission's services. Government subventions are received in advance in connection with various services to be provided after year end.

Reconciliation between Government subventions granted for the year and Government subventions recognised in the statement of income and expenditure:

		2016	2015
財政年度獲批的政府補助	Government subventions granted for the year	105,695,422	106,002,808
調整:	Adjustments for:		
未使用年假的準備之減少	Decrease in provision for unutilised annual leave	(75,631)	(131,703)
預收政府補助之減少	Decrease in Government subventions received in advance	734,046	1,225,158
資本補助基金之減少/(增加)	Decrease/(increase) in capital	754,040	1,223,130
(附註7)	subvention fund (note 7)	1,841,787	(3,226,961)
在收支結算表內確認的政府 補助	Government subventions recognised in the statement of income and		402.050.000
	expenditure	108,195,624	103,869,302

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4 物業、機器及設備

Property, plant and equipment

即時傳譯及

		租賃 物業裝修 Leasehold improvements	辦公室 傢俬及設備 Office furniture and equipment	汽車 Motor vehicles	電腦軟件 Computer software	電腦硬件 Computer hardware	即時傳譯及 擴音系統 Simultaneous interpretation and public address equipment	總數 Total
成本:	Cost:							
於2014年4月1日 增置 有關修復成本的調整	At 1 April 2014 Additions Adjustment in relation	8,932,080 –	4,193,910 40,276	819,601 -	1,981,240 236,340	2,455,538 382,310	481,043 -	18,863,412 658,926
減少	to reinstatement costs Disposals	113,680 -	(39,569)	- -	-	- -	- -	113,680 (39,569)
於2015年3月31日	At 31 March 2015	9,045,760	4,194,617	819,601	2,217,580	2,837,848	481,043	19,596,449
於2015年4月1日 增置 有關修復成本的調整	At 1 April 2015 Additions Adjustment in relation to	9,045,760 255,080	4,194,617 211,899	819,601 493,027	2,217,580 43,000	2,837,848 281,120	481,043 -	19,596,449 1,284,126
減少	reinstatement costs Disposals	426,197 -	– (115,229)	- (558,720)	- -	- (340,656)	- -	426,197 (1,014,605)
於2016年3月31日	At 31 March 2016	9,727,037	4,291,287	753,908	2,260,580	2,778,312	481,043	20,292,167
累積折舊:	Accumulated depreciation:							
於2014年4月1日 年度折舊 減少時撥回	At 1 April 2014 Charge for the year Written back on disposals	8,347,306 427,195 –	4,098,242 58,344 (37,565)	819,601 - -	1,972,494 12,145 –	2,370,497 38,838 -	478,393 1,987 -	18,086,533 538,509 (37,565)
於2015年3月31日	At 31 March 2015	8,774,501	4,119,021	819,601	1,984,639	2,409,335	480,380	18,587,477
於2015年4月1日 年度折舊 減少時撥回	At 1 April 2015 Charge for the year Written back on disposals	8,774,501 288,095 –	4,119,021 83,721 (113,980)	819,601 58,694 (558,720)	1,984,639 52,826 –	2,409,335 152,416 (340,656)	480,380 663 –	18,587,477 636,415 (1,013,356)
於2016年3月31日	At 31 March 2016	9,062,596	4,088,762	319,575	2,037,465	2,221,095	481,043	18,210,536
帳面淨值:	Net book value:							
於2016年3月31日	At 31 March 2016	664,441	202,525	434,333	223,115	557,217	-	2,081,631
於2015年3月31日	At 31 March 2015	271,259	75,596	_	232,941	428,513	663	1,008,972

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5 其他應收帳款、按金及 Other receivables, deposits and prepayments 預付款項

		2016	2015
按金及預付款項	Deposits and prepayments	5,611,759	3,730,836
其他應收帳款 減:呆帳準備	Other receivables Less: Allowance for doubtful debts	255,663 –	967,678 (767,677)
		255,663	200,001
		5,867,422	3,930,837

除按金 3,323,370元 (2015年: 3,015,090元)預期於一年以上收回外,所有其他應收帳款、按金及預付款項預期於一年內收回或確認為支出。

All of the other receivables, deposits and prepayments are expected to be recovered or recognised as expense within one year except for deposits of \$3,323,370 (2015: \$3,015,090) which are expected to be recovered after more than one year.

(a) 帳齡分析

未被視為個別或整體減值的 其他應收帳款的帳齡分析如 下:

(a) Ageing analysis

The ageing analysis of other receivables that are neither individually nor collectively considered to be impaired are as follows:

		2016	2015
未逾期或減值	Neither past due nor impaired	255,663	200,001

未逾期或減值的應收帳項涉及第三方,該等第三方最近 均沒有拖欠記錄。 Receivables that were neither past due nor impaired relate to third parties for whom there was no recent history of default.

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5 其他應收帳款、按金及 預付款項(續)

(b) 其他應收帳項減值

委員會採用準備帳來記錄其 他應收帳項的減值虧損,但 在委員會認為收回的可能性 極低時,則會將減值虧損的 數額直接沖銷其他應收帳項 (附註2(e))。

Other receivables, deposits and prepayments (continued)

(b) Impairment of other receivables

Impairment losses in respect of other receivables are recorded using allowance account unless the Commission is satisfied that recovery of that amount is remote, in which case the impairment loss is written off against other receivables directly (see note 2(e)).

At 31 March 2015, the Commission's other receivables of \$767,677 were individually determined to be impaired. The individually impaired receivables related to a third party for which the recoverability as assessed by management was uncertain. Consequently, specific allowances for doubtful debts of \$767,677 were recognised in previous years. At 31 March 2016, the management has written off the specific allowances of \$767,677 as the recoverability was assessed to be remote.

6 現金及現金等價物

Cash and cash equivalents

		2016	2015
銀行結存及現金 原本存款期不超過3個月的 短期銀行存款	Bank balances and cash Short-term bank deposits with original maturity not more than	5,571,349	12,094,390
A	three months	14,088,469	18,279,965
現金及現金等價物	Cash and cash equivalents	19,659,818	30,374,355

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7 資本補助基金

Capital subvention fund

		宣傳《種族 歧視條例》和 《性別歧視 條例》 Promotion of RDO* and SDO*	購置物業、 機器及設備 Purchase of property, plant and equipment	總數 Total
於2014年4月1日	At 1 April 2014	_	-	_
已收政府補助	Subventions received from the Government	3,000,000	230,808	3,230,808
轉至收支結算表作為 收入以配合: -經費來自政府資本 補助基金的物業、 機器及設備折舊	Transfer to statement of income and expenditure as income to match with: – Depreciation of property, plant and equipment financed by Government	3,000,000	250,000	3,230,000
	capital subvention fund		(3,847)	(3,847)
於2015年3月31日	At 31 March 2015	3,000,000	226,961	3,226,961
代表:	Representing:			
流動部份 非流動部份	Current portion Non-current portion			2,316,162 910,799
				3,226,961
				3,220,901

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7 資本補助基金(續)

Capital subvention fund (continued)

官 俥 《 種 佐

		旦傳《種族 歧視條例》和 《性別歧視 條例》 Promotion of RDO* and SDO*	購置物業、 機器及設備 Purchase of property, plant and equipment	總數 Total
於2015年4月1日 已收政府補助	At 1 April 2015 Subventions received from	3,000,000	226,961	3,226,961
轉至收支結算表作為 收入以配合: -經費來自政府資本 補助基金的物業、 機器及設備折舊	the Government Transfer to statement of income and expenditure as income to match with: - Depreciation of property, plant and equipment financed by Government	_	394,422	394,422
-宣傳《種族歧視條例》 和《性別歧視條例》	capital subvention fund	-	(93,117)	(93,117)
的費用		(2,143,092)	_	(2,143,092)
於2016年3月31日	At 31 March 2016	856,908	528,266	1,385,174
代表: 流動部份 非流動部份	Representing: Current portion Non-current portion		-	959,416 425,758
				1,385,174

資本補助基金指就特定計劃已收取但仍未使用的非經常性政府資本補助結餘。此項基金轉至收支結算表作為收入,以配合於產生期間的有關成本。

The capital subvention fund represents the unutilised balance of non-recurrent Government capital subvention received for special projects. The funds are released to the statement of income and expenditure as income to match with the related costs when incurred.

^{*} Representing abbreviations of Race Discrimination Ordinance and Sex Discrimination Ordinance respectively.

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8 職員約滿酬金的準備

Provision for staff gratuity

		2016	2015
於2015/2014年4月1日	At 1 April 2015/2014 Provisions made Forfeitures Amounts paid/payable during the year	10,901,196	16,407,795
撥出準備		10,867,453	10,365,837
取消		(356,505)	(584,892)
財政年度已支付/應付之金額		(11,410,975)	(15,287,544)
於2016/2015年3月31日	At 31 March 2016/2015	10,001,169	10,901,196
減:流動部份	Less: Current portion	(3,094,730)	(7,245,632)
非流動部份	Non-current portion	6,906,439	3,655,564

職員約滿酬金的準備是為了支付由受僱日期起計已完成三年合約之委員會僱員的約滿酬金而設立的。

Provision for staff gratuity is set up for the gratuity payments which will be payable to employees of the Commission who complete their three-year contracts commencing from the date of their employment.

9 其他應付帳項及應計費 Other payables and accruals 用

		2016	2015
其他應付帳項 應計費用 預收款項	Other payables Accrued expenses Receipts in advance	5,693,507 2,899,690 25,513	5,055,969 2,431,204 32,188
		8,618,710	7,519,361

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10 儲備

Reserves

		2016	2015
於2015/2014年4月1日 由收支結算表轉入	At 1 April 2015/2014 Transfer from statement of income	21,020,356	18,793,864
	and expenditure	862,967	2,226,492
於2016/2015年3月31日	At 31 March 2016/2015	21,883,323	21,020,356

The Commission defines reserves as Total Funds. The Commission's primary objectives when managing its funds are to safeguard the Commission's ability to continue as a going concern. The reserves at the end of the financial year are capped at 25% of the Commission's annual recurrent subvention of the next financial year, plus the net book value of property, plant and equipment less accrued reinstatement cost ("the reserve ceiling"). The reserves are available for general use and can be spent at the discretion of the Commission within the reserve ceiling, exceeding which would need to be returned to the Government, except with the approval of the Permanent Secretary for Constitutional and Mainland Affairs ("PSCMA") or the reserve ceiling is raised by PSCMA following consultation with the Secretary for Financial Services and the Treasury.

11 主要管理層報酬

Key management compensation

		2016	2015
職員福利 聘用期結束後福利	Employee benefits Post-employment benefits	14,063,976 2,417,295	13,415,755 2,346,797
		16,481,271	15,762,552

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12 所得税支出

委員會是政府補助機構,可根據 《税務條例》(香港法例第112章)豁 免繳交税務局之一切徵税。

Taxation

The Commission is a Government subvented body exempted from payment of all taxes administered by the Inland Revenue Department by virtue of the Inland Revenue Ordinance (Chapter 112).

13 承擔

(a) 資本性承擔

物業、機器及設備未在財務報表內提撥準備於2016年3月31日的資本性承擔如下:

Commitments

(a) Capital Commitments

Capital commitments outstanding at 31 March 2016 in respect of property, plant and equipment not provided for in the financial statements were as follows:

		2016	2015
已簽約 已核准但未得	Contracted for 条約 Authorised but not co	365,316 ntracted for 646,000	214,608 858,000
		1,011,316	1,072,608

(b) 營運租賃承擔

於2016年3月31日計算,按照辦公室樓宇不可撤銷之營運租賃合約應繳付的最低租賃付款總額如下:

(b) Operating lease commitments

At 31 March 2016, the total future aggregate minimum lease payments under non-cancellable operating leases in respect of office premises were payable as follows:

		2016	2015
於1年內繳付 在1年後至5年內繳付	Within 1 year After 1 year but within 5 years	11,380,200 8,045,679	10,315,920 17,609,165
		19,425,879	27,925,085

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14 財務風險管理及金融工 具的公允價值

風險管理由財務部根據委員會的 行政及財務專責小組核准的程序 指導方針執行。財務部鑑別和評 估財務風險,就整體的風險管理 訂定程序指導方針,例如利率風 險、金融工具的運用,以及額外流 動資金的投資方式。

(a) 信貸風險

委員會的信貸風險主要來自銀行存款、現金及現金及現金及現金及現金人類。委員會在信貸評級,委員會在信贷課金,。 量減低信貸風險。鑒於員會的信貸評級良好。 數沒有任何這些金融機構不能履行責任。

委員會所承受的信貸風險上 限為資產負債表中每項金融 資產的帳面金額。委員會沒 有提供任何可引致委員會承 受信貸風險的擔保。

Financial risk management and fair values of financial instruments

Risk management is carried out by the finance department under the procedural guidelines approved by the Members of the Administration and Finance Committee of the Commission. The finance department identifies and evaluates financial risks and provides procedural guidelines for overall risk management such as interest-rate risk, use of financial instruments and investing excess liquidity.

The Commission's activities do not expose it to foreign exchange risk, credit risk and liquidity risk. For interest-rate risk, except for the short-term bank deposits which bear interest at market rates, the Commission has no other significant interest-bearing assets and liabilities. Accordingly, the Commission's income and operating cash flows are substantially independent of changes in market interest rates and the exposure to cash flow and fair value interest rate risk is low.

(a) Credit risk

The Commission's credit risk is primarily attributable to bank deposits and cash and cash equivalents. Cash is deposited with financial institutions with sound credit ratings to minimise credit exposure. Given their high credit ratings, the Commission does not expect any of these financial institutions will fail to meet their obligations.

The maximum exposure to credit risk is represented by the carrying amount of each financial asset in the statement of assets and liabilities. The Commission does not provide any guarantees which would expose the Commission to credit risk.

Financial Statements

財務報表附註

(所有數額均以港元為單位)

Notes to the financial statements

(Expressed in Hong Kong dollars)

14 財務風險管理及金融工具的公允價值(續)

(b) 資金周轉風險

委員會的政策是定期監察現 時及預計的資金周轉需要, 以確保維持足夠現金儲備應 付短期及較長期的資金周轉 需要。

下表詳述委員會金融負債在財政年度結算日當日之剩餘合約年期,乃根據未貼現合約現金流及委員會可能被要求付款之最早日期編製:

Financial risk management and fair values of financial instruments (continued)

(b) Liquidity risk

The Commission's policy is to regularly monitor its current and expected liquidity requirements to ensure that it maintains sufficient reserves of cash to meet its liquidity requirements in the short and longer term.

The following table details the remaining contractual maturities at the financial year end date of the Commission's financial liabilities, which are based on contractual undiscounted cash flows and the earliest date the Commission can be required to pay:

兩年以上

2016 未貼現合約現金流 Contractual undiscounted cash outflow

一年以上

		一年以下 或即時到期 Within 1 year or on demand	但兩年以下 More than 1 year but less than 2 years	但五年以下 More than 2 years but less than 5 years	總計 Total	帳面金額 Carrying amount
職員約滿酬金的 準備 未使用年假的 準備	Provision for staff gratuity Provision for unutilised annual	3,094,730	5,070,673	1,835,766	10,001,169	10,001,169
預收政府補助	leave Government subventions received in	3,172,553			3,172,553	3,172,553
資本補助基金	advance Capital subvention	8,012,180	1,175,636	43,205	9,231,021	9,231,021
其他應付帳項及	fund Other payables and	856,908			856,908	1,385,174
應計費用	accruals	8,618,710			8,618,710	8,618,710
		23,755,081	6,246,309	1,878,971	31,880,361	32,408,627

14 財務風險管理及金融工 具的公允價值(續)

Financial risk management and fair values of financial instruments (continued)

(b) 資金周轉風險(續)

(b) Liquidity risk (continued)

2015 未貼現合約現金流 Contractual undiscounted cash outflow

		一年以下 或即時到期 Within 1 year or on demand	一年以上 但兩年以下 More than 1 year but less than 2 years	兩年以上 但五年以下 More than 2 years but less than 5 years	總計 Total	帳面金額 Carrying amount
職員約滿酬金的 準備 未使用年假的	Provision for staff gratuity Provision for	7,245,632	1,826,987	1,828,577	10,901,196	10,901,196
準備預收政府補助	unutilised annual leave Government	3,248,184	-	-	3,248,184	3,248,184
資本補助基金	subventions received in advance Capital	9,360,135	521,040	83,892	9,965,067	9,965,067
其他應付帳項及 應計費用	subvention fund Other payables and accruals	2,270,000 7,519,361	730,000	-	3,000,000 7,519,361	3,226,961 7,519,361
//O H1 5€/13	and acciduis	29,643,312	3,078,027	1,912,469	34,633,808	34,860,769

Financial Statements

財務報表附註

(所有數額均以港元為單位)

Notes to the financial statements

(Expressed in Hong Kong dollars)

14 財務風險管理及金融工具的公允價值(續)

(c) 利率風險

委員會所涉及的利率風險只 有按市場利率計息的短期銀 行存款。

敏感度分析

估計假若利率整體上升/下調100(2015年:100)個基點,而其他變數均維持不變,不預期對委員會的盈餘及儲備於2016年3月31日有重大影響。

(d) 貨幣風險

委員會所有的交易均以港元 計價,委員會因而沒有承受 貨幣風險。

(e) 公允價值衡量

委員會的金融工具按成本或 攤銷成本列帳的帳面金額與 其於2016年及2015年3月31日 的公允價值並無重大差異。

Financial risk management and fair values of financial instruments (continued)

(c) Interest rate risk

The Commission's only exposure to interest rate risk is via its short-term bank deposits which bear interest at market rates.

Sensitivity analysis

At 31 March 2016, it was estimated that a general increase/decrease of 100 (2015: 100) basis points in interest rates, with all other variables held constant, the impact on the Commission's surplus and reserves is not expected to be material.

The sensitivity analysis above has been determined assuming that the change in interest rates had occurred at the financial year end date and had been applied to the financial instruments which expose the Commission to interest rate risk at that date. The 100 basis points increase or decrease represents management's assessment of a reasonably possible change in interest rates over the period until the next annual financial year end date. The analysis is performed on the same basis for 2015.

(d) Currency risk

The Commission has no exposure to currency risk as all of the Commission's transactions are denominated in Hong Kong dollars.

(e) Fair value measurement

The carrying amounts of the Commission's financial instruments carried at cost or amortised cost were not materially different from their fair values as at 31 March 2016 and 2015.

Financial Statements

15 截至2016年3月31日止年度會計期間已頒布但尚未生效的修訂、新準則及詮釋可能帶來的影響

Possible impact of amendments, new standards and interpretations issued but not yet effective for the year ended 31 March 2016

截至本財務報表公布日期止,香港會計師公會已頒布數項修訂及新準則,惟於截至2016年3月31日止年度尚未生效,本財務報表亦沒有採納該等新準則,包括以下可能會適用於委員會的會計準則:

Up to the date of issue of these financial statements, the HKICPA has issued a number of amendments and new standards which are not yet effective for the year ended 31 March 2016 and which have not been adopted in these financial statements. These include the following which may be relevant to the Commission:

於下列日期或之後 開始的會計期間生效 Effective for accounting periods beginning on or after

HKFRS 16「租賃」 HKFRS 16, Lease 2019年1月1日 1 January 2019

委員會現正評估該等新準則對首次應用期間所造成的影響。至目前為止,委員會認為採納該等新準則不大可能對委員會的財務報 表構成重大影響。 The Commission is in the process of making an assessment of what the impact of the new standard is expected to be in the period of initial application. So far it has concluded that the adoption of it is unlikely to have a significant impact on the Commission's financial statements.