



平等機會委員會
截至二零一九年三月三十一日止
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)

Equal Opportunities Commission
Financial Statements
for the year ended 31 March 2019

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

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

意見

本核數師(以下簡稱「我們」)已審計列載於第99至128頁平等機會委員會(以下簡稱「委員會」)的財務報表,此財務報表包括於二零一九年三月三十一日的資產負債表,截至該日止年度的收支結算表、全面收益表、資金變動表和現金流量表,以及財務報表附註,包括主要會計政策概要。

我們認為,該等財務報表已根據香港會計師公會頒布的《香港財務報告準則》真實而中肯地反映委員會於二零一九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。

意見的基礎

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。我們在該等準則下承擔的責任已在本報告「核數師就審計財務報表承擔的責任」部分中作進一步闡述。根據香港會計師公會頒布的《專業會計師道德守則》(以下簡稱「守則」),我們獨立於委員會,並已履行守則中的其他專業道德責任。我們相信,我們所獲得的審計憑證能充足及適當地為我們的審計意見提供基礎。

Opinion

We have audited the financial statements of Equal Opportunities Commission ("the Commission") set out on pages 99 to 128, which comprise the statement of assets and liabilities as at 31 March 2019, the statement of income and expenditure, the statement of comprehensive income, the statement of changes in funds and the cash flow statement for the year then ended and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements give a true and fair view of the financial position of the Commission as at 31 March 2019 and of its financial performance and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards ("HKFRSs") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA").

Basis for opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSAs") issued by the HKICPA. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Commission in accordance with the HKICPA's *Code of Ethics for Professional Accountants* ("the Code") and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



財務報表及其核數師報告以外的信息

委員會需對其他信息負責。其他信息包括刊載於年報內的全部信息，但不包括財務報表及我們的核數師報告。

我們對財務報表的意見並不涵蓋其他信息，我們亦不對該等其他信息發表任何形式的鑒證結論。

結合我們對財務報表的審計，我們的責任是閱讀其他信息，在此過程中，考慮其他信息是否與財務報表或我們在審計過程中所了解的情況存在重大抵觸或者似乎存在重大錯誤陳述的情況。

基於我們已執行的工作，如果我們認為其他信息存在重大錯誤陳述，我們需要報告該事實。在這方面，我們沒有任何報告。

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。

在擬備財務報表時，委員會負責評估委員會持續經營的能力，並在適用情況下披露與持續經營有關的事項，以及使用持續經營為會計基礎，除非委員會有意將委員會清盤或停止經營，或別無其他實際的替代方案。

Information other than the financial statements and auditor's report thereon

The Commission is responsible for the other information. The other information comprises all the information included in the annual report, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Commission for the financial statements

The Commission is responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRSs issued by the HKICPA 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.

In preparing the financial statements, the Commission is responsible for assessing the Commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Commission either intends to liquidate the Commission or to cease operations, or has no realistic alternative but to do so.



核數師就審計財務報表承擔的責任

我們的目標，是對財務報表整體是否不存在由於欺詐或錯誤而導致的重大錯誤陳述取得合理保證，並出具包括我們意見的核數師報告。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。

合理保證是高水平的保證，但不能保證按照《香港審計準則》進行的審計，在某一重大錯誤陳述存在時總能發現。錯誤陳述可以由欺詐或錯誤引起，如果合理預期它們單獨或滙總起來可能影響財務報表使用者依賴帳項所作出的經濟決定，則有關的錯誤陳述可被視作重大。

在根據《香港審計準則》進行審計的過程中，我們運用了專業判斷，保持了專業懷疑態度。我們亦：

- 識別和評估由於欺詐或錯誤而導致財務報表存在重大錯誤陳述的風險，設計及執行審計程序以應對這些風險，以及獲取充足和適當的審計憑證，作為我們意見的基礎。由於欺詐可能涉及串謀、偽造、蓄意遺漏、虛假陳述，或凌駕於內部控制之上，因此未能發現因欺詐而導致的重大錯誤陳述的風險高於未能發現因錯誤而導致的重大錯誤陳述的風險。
- 了解與審計相關的內部控制，以設計適當的審計程序，但目的並非對委員會內部控制的有效性發表意見。

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. 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.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with HKSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Commission's internal control.



財務報告 | Financial Statements

- 評價委員會所採用會計政策的恰當性及作出會計估計和相關披露的合理性。
- 對委員會採用持續經營會計基礎的恰當性作出結論。根據所獲取的審計憑證，確定是否存在與事項或情況有關的重大不確定性，從而可能導致對委員會的持續經營能力產生重大疑慮。如果我們認為存在重大不確定性，則有必要在核數師報告中提請使用者注意財務報表中的相關披露。假若有關的披露不足，則我們應當發表非無保留意見。我們的結論是基於核數師報告日止所取得的審計憑證。然而，未來事項或情況可能導致委員會不能持續經營。
- 評價財務報表的整體列報方式、結構和內容，包括披露，以及財務報表是否中肯反映交易和事項。
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Commission.
- Conclude on the appropriateness of the Commission's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

除其他事項外，我們與委員會溝通了計劃的審計範圍、時間安排、重大審計發現等，包括我們在審計中識別出內部控制的任何重大缺陷。

We communicate with the Commission regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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

二零一九年九月十日

KPMG

Certified Public Accountants

8th Floor, Prince's Building

10 Chater Road

Central, Hong Kong

10 September 2019



收支結算表
截至二零一九年三月三十一日止
財政年度

(所有數額均以港元為單位)

Statement of income and expenditure
for the year ended 31 March 2019

(Expressed in Hong Kong dollars)

		附註 Note	2019	2018
收入	Income			
政府補助	Government subventions	3	115,034,339	112,663,157
其他收入	Other income		3,296,047	3,721,090
			118,330,386	116,384,247
支出	Expenditure			
職員薪酬	Staff salaries		74,335,324	72,147,532
職員約滿酬金、 其他福利及津貼	Staff gratuity, other benefits and allowances		21,795,275	22,510,803
強積金供款	Mandatory provident fund contributions		1,620,723	1,621,318
未使用年假的準備之 (減少)/增加	(Decrease)/increase in provision for unutilised annual leave		(265,383)	123,368
法律費用	Legal fees		1,641,201	841,875
宣傳及公眾教育支出	Publicity and public education expenses		4,364,725	5,856,348
研究計劃	Research projects		2,099,908	1,344,306
涉及辦公室物業的 營運租賃租金	Operating lease rentals in respect of office premises		7,976,185	15,114,292
清理物業、機器及 設備的虧損	Loss on disposal of property, plant and equipment		-	130
折舊	Depreciation	4	2,710,481	1,925,071
外訪及會議	Overseas visits and conferences		17,509	(3,283)
職員本地培訓	Staff local training		186,270	333,522
核數師酬金	Auditor's remuneration		100,300	95,700
搬遷辦公室費用	Office relocation expenses		-	1,642,811
其他經營費用	Other operating expenses		2,285,693	2,413,584
			118,868,211	125,967,377
財政年度虧損	Deficit for the year	10	(537,825)	(9,583,130)

第104至128頁之附註為本財務報表的一部分。

The notes on pages 104 to 128 form part of these financial statements.



全面收益表
截至二零一九年三月三十一日止
財政年度

(所有數額均以港元為單位)

Statement of comprehensive income
for the year ended 31 March 2019

(Expressed in Hong Kong dollars)

委員會於任一所呈列的年度期間，除「財政年度虧損」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「財政年度虧損」相同。

The Commission had no components of comprehensive income other than “deficit 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 “deficit for the year” in both years.



資產負債表
於二零一九年三月三十一日
 (所有數額均以港元為單位)

Statement of assets and liabilities
as at 31 March 2019
 (Expressed in Hong Kong dollars)

		附註 Note	2019	2018
資產	ASSETS			
非流動資產	Non-current asset			
物業、機器及設備	Property, plant and equipment	4	11,249,341	13,012,743
流動資產	Current assets			
應收政府的未使用年假補助	Unutilised annual leave subventions receivable from the Government		3,289,156	3,554,539
其他應收帳款、按金及預付款項	Other receivables, deposits and prepayments	5	2,819,473	2,857,466
存款期超過3個月的銀行存款	Bank deposits with original maturity over three months		14,187,515	21,107,462
現金及現金等價物	Cash and cash equivalents	6	14,700,228	9,447,311
			34,996,372	36,966,778
總資產	Total assets		46,245,713	49,979,521
負債	LIABILITIES			
非流動負債	Non-current liabilities			
職員約滿酬金的準備	Provision for staff gratuity	8	7,172,115	5,705,844
預收政府補助	Government subventions received in advance	3	389,126	98,578
資本補助基金	Capital subvention fund	7	6,274,507	7,631,874
			13,835,748	13,436,296
流動負債	Current liabilities			
職員約滿酬金的準備	Provision for staff gratuity	8	6,606,159	8,087,542
未使用年假的準備	Provision for unutilised annual leave		3,289,156	3,554,539
預收政府補助	Government subventions received in advance	3	6,147,262	6,309,517
其他應付帳項及應計費用	Other payables and accruals	9	4,990,849	5,041,615
資本補助基金	Capital subvention fund	7	2,483,756	4,119,404
			23,517,182	27,112,617
總負債	Total liabilities		37,352,930	40,548,913
基金	FUNDS			
儲備	Reserves	10	8,892,783	9,430,608
總基金	Total funds		8,892,783	9,430,608
總基金及負債	Total funds and liabilities		46,245,713	49,979,521

於2019年9月10日批准並授權公布
 本財務報表。

Approved and authorised for issue on 10 September 2019 by

朱敏健先生
Mr Ricky CHU Man-kin, IDS
 委員會主席
 Chairperson of the Commission

謝偉鴻博士
Dr Henry SHIE Wai-hung
 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104至128頁之附註為本財務報表
 的一部分。

The notes on pages 104 to 128 form part of these financial
 statements.



財務報告 | Financial Statements

資金變動表
截至二零一九年三月三十一日止
財政年度

(所有數額均以港元為單位)

Statement of changes in funds
for the year ended 31 March 2019

(Expressed in Hong Kong dollars)

		收支結算表 Statement of income and expenditure	儲備 Reserves (附註10) (note 10)	總數 Total
於2017年4月1日之結餘	Balance at 1 April 2017	-	19,013,738	19,013,738
2017/2018年度 資金變動：	Changes in funds for 2017/2018:			
財政年度虧損及 全面收入總額	Deficit and total comprehensive income for the year	(9,583,130)	-	(9,583,130)
轉撥	Transfer	9,583,130	(9,583,130)	-
於2018年3月31日及 2018年4月1日之結餘	Balance at 31 March 2018 and 1 April 2018	-	9,430,608	9,430,608
2018/2019年度 資金變動：	Changes in funds for 2018/2019:			
財政年度虧損及 全面收入總額	Deficit and total comprehensive income for the year	(537,825)	-	(537,825)
轉撥	Transfer	537,825	(537,825)	-
於2019年3月31日之結餘	Balance at 31 March 2019	-	8,892,783	8,892,783

第104至128頁之附註為本財務報表的一部分。

The notes on pages 104 to 128 form part of these financial statements.



現金流量表
截至二零一九年三月三十一日止
財政年度

(所有數額均以港元為單位)

Cash flow statement
for the year ended 31 March 2019

(Expressed in Hong Kong dollars)

		附註 Note	2019	2018
營運活動	Operating activities			
財政年度虧損	Deficit for the year		(537,825)	(9,583,130)
調整：	Adjustments for:			
折舊	Depreciation	4	2,710,481	1,925,071
清理物業、機器及設備的虧損	Loss on disposal of property, plant and equipment		-	130
利息收入	Interest income		(423,053)	(242,286)
營運資金變動前 經營盈餘/(虧損)	Operating surplus/(deficit) before changes in working capital		1,749,603	(7,900,215)
應收政府的未使用年假補助之 減少/(增加)	Decrease/(increase) in unutilised annual leave subventions receivable from the Government	3	265,383	(123,368)
其他應收帳款、按金及 預付款項之減少	Decrease in other receivables, deposits and prepayments		33,999	3,230,879
其他應付帳項及應計費用之減少	Decrease in other payables and accruals		(50,766)	(689,417)
職員約滿酬金的準備之減少	Decrease in provision for staff gratuity		(15,112)	(2,294,110)
未使用年假的準備之 (減少)/增加	(Decrease)/increase in provision for unutilised annual leave		(265,383)	123,368
預收政府補助之 增加/(減少)	Increase/(decrease) in Government subventions received in advance	3	128,293	(537,989)
資本補助基金之(減少)/增加	(Decrease)/increase in capital subvention fund	3	(2,993,015)	8,512,200
營運活動(耗用)/所產生的 現金淨額	Net cash (used in)/generated from operating activities		(1,146,998)	321,348
投資活動	Investing activities			
已收利息	Interest received		427,047	318,053
存款期超過3個月的 銀行存款之減少	Decrease in bank deposits with original maturity over three months		6,919,947	4,988,168
購置物業、機器及設備	Payment for the purchase of property, plant and equipment		(947,079)	(12,802,108)
投資活動所產生/(耗用)之 現金淨額	Net cash generated from/(used in) investing activities		6,399,915	(7,495,887)
現金及現金等價物之 增加/(減少)	Net increase/(decrease) in cash and cash equivalents		5,252,917	(7,174,539)
年初之現金及現金等價物	Cash and cash equivalents at beginning of the year		9,447,311	16,621,850
年末之現金及現金等價物	Cash and cash equivalents at end of the year	6	14,700,228	9,447,311

第104至128頁之附註為本財務報表的一部分。

The notes on pages 104 to 128 form part of these 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

平等機會委員會（「委員會」）是一個法定機構，於一九九六年成立，負責執行《性別歧視條例》、《殘疾歧視條例》、《家庭崗位歧視條例》及《種族歧視條例》。委員會致力消除基於性別、婚姻狀況、懷孕、殘疾、家庭崗位及種族而產生的歧視。此外，委員會亦致力消除性騷擾及基於殘疾及種族的騷擾及中傷行為，並促進男女之間、傷健之間、不同家庭崗位及不同種族人士之間的平等機會。

委員會是按法例在香港成立，辦事處註冊地址為香港黃竹坑香葉道41號16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 16/F, 41 Heung Yip Road, Wong Chuk Hang, 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《香港財務報告準則》、《香港會計準則》及詮釋），以及香港公認會計原則而編製。委員會採納的主要會計政策如下披露。

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. Significant accounting policies adopted by the Commission are disclosed below.



2 主要會計政策 (續)

(a) 遵例聲明 (續)

香港會計師公會已頒布數項新增及經修訂的《香港財務報告準則》，並於本年度委員會的會計期間首次生效或可供提早採用。附註2(c)提供因首次應用該等準則而引致會計政策變動的資料，而該等資料只包括與委員會有關而須反映在本期及去年會計期的財務報表。

(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。

在編製符合香港財務報告準則的財務報表時，管理層需要作出影響會計政策的應用及資產、負債、收入和支出的呈報數額的判斷、估計和假設。這些估計和相關假設是根據過往經驗及管理層因應當時情況下乃屬合理的各項其他因素為基礎而作出，所得結果乃構成管理層就目前未能從其他資料來源即時得知資產及負債帳面值時所作出判斷的基礎。實際的結果可能與這些估計有差異。

管理層會不斷修訂各項估計及相關假設。如果會計估計的修訂僅影響某一期間，則該修訂會在該期間內確認入帳，或如果會計估計的修訂同時影響當前及未來期間，則該修訂會在修訂期間及未來期間內確認入帳。

Significant accounting policies (continued)

(a) Statement of compliance (continued)

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. Note 2(c) provides information on any changes in accounting policies resulting from initial application of these developments to the extent that they are relevant to the Commission for the current and prior accounting periods reflected in these financial statements.

(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.



2 主要會計政策 (續)

(c) 會計政策之變動

香港會計師公會已頒布數項新增及經修訂的《香港財務報告準則》，並於本年度委員會的會計期間首次生效。其中，《香港財務報告準則》第9號 - 金融工具適用於委員會的財務報表。

委員會沒有採納任何在當前的會計年度尚未生效的新準則或詮釋。

《香港財務報告準則》第9號 - 金融工具

《香港財務報告準則》第9號取代《香港會計準則》第39號金融工具：確認及計量。

《香港財務報告準則》第9號引入金融資產的分類和計量的新規定，包括金融資產減值計算及對沖會計處理方面的新規定。委員會受到《香港財務報告準則》第9號有關金融資產減值計量的新規定影響。

《香港財務報告準則》第9號的新減值模式以「預期信貸虧損」模式取代《香港會計準則》第39號的「已產生虧損」模式。在預期信貸虧損模式下，實體無須待損失發生才確認減值虧損，反之須視乎資產、事實及情況，確認並計量12個月預期信貸虧損或全期預期信貸虧損。應用預期信貸虧損模式導致委員會提早確認信貸虧損，但沒有重大財務影響。

Significant accounting policies (continued)

(c) Changes in accounting policies

The HKICPA has issued a number of new HKFRSs and amendments to HKFRSs that are first effective for the current accounting period of the Commission. Of these, HKFRS 9, *Financial instruments* is relevant to 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.

HKFRS 9, *Financial instruments*

HKFRS 9 replaces HKAS 39, *Financial instruments: recognition and measurement*. HKFRS 9 introduces new requirements for classification and measurement of financial assets, including the measurement of impairment for financial assets and hedge accounting. The Commission has been impacted by HKFRS 9 in relation to measurement of impairment for financial assets.

The new impairment model in HKFRS 9 replaces the "incurred loss" model in HKAS 39 with an "expected credit loss" ("ECL") model. Under the ECL model, it will no longer be necessary for a loss event to occur before an impairment loss is recognised. Instead, an entity is required to recognise and measure either a 12-month ECL or a lifetime ECL, depending on the asset and the facts and circumstances. The application of the ECL model results in earlier recognition of credit losses, but with no material financial impact to the Commission.



2 主要會計政策（續）

(d) 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：

- 租賃物業裝修	租賃期或六年（以較短者為準）
- 辦公室傢俬及設備	分別為五年及三年
- 汽車	七年
- 電腦軟件	三至五年
- 電腦硬件	四至五年
- 視聽及即時傳譯系統	六年

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)

(d) 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 equipment	5 and 3 years respectively
- Motor vehicles	7 years
- Computer software	3 to 5 years
- Computer hardware	4 to 5 years
- Audio & visual and simultaneous interpretation system	6 years

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



2 主要會計政策 (續)

(d) 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帳。

(e) 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的租賃，均作為營運租賃入帳。根據營運租賃所支付的費用，在扣除收到租賃人提供的任何優惠之後，以直線法按租賃期在會計期間在收支結算表中進行攤銷。

Significant accounting policies (continued)

(d) 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, exceeds 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 asset. 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.

(e) 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.



2 主要會計政策 (續)

(f) 其他應收帳款

應收帳款於委員會擁有無條件收取代價的權利時確認。如果該代價僅隨時間推移即會到期支付，則收取該代價的權利視為無條件。

其他應收帳款採用實際利率法按攤銷成本減信貸虧損作出的撥備列帳，具體情況如下：

(A) 由2018年4月1日起適用的政策

虧損撥備的計算金額相等於全期預期信貸虧損，即預期在應收帳款預計年限內出現的損失。虧損撥備按委員會過往的信貸虧損經驗採用撥備矩陣進行估計，並根據債務人特有的因素及於報告日期評估當前和預測一般經濟狀況的因素作出調整。

預期信貸虧損在每個報告日期重新計量，任何變更均於收支結算表中確認為減值損益。委員會確認減值損益，並通過虧損準備帳對其他應收帳款的帳面金額作出相應調整。

其他應收帳款的帳面總額在沒有實際償付可能的情況下（部分或全部）予以沖銷。該情況一般出現在委員會確定債務人沒有資產或收入來源可產生足夠現金流量以償還沖銷金額時。

Significant accounting policies (continued)

(f) Other receivables

A receivable is recognised when the Commission has an unconditional right to receive consideration. A right to receive consideration is unconditional if only the passage of time is required before payment of that consideration is due.

Other receivables are stated at amortised cost using the effective interest method less allowance for credit losses as determined below:

(A) Policy applicable from 1 April 2018

The loss allowance is measured at an amount equal to lifetime ECLs, which are those losses that are expected to occur over the expected life of the receivables. The loss allowance is estimated using a provision matrix based on the Commission's historical credit loss experience, adjusted for factors that are specific to the debtors and an assessment of both the current and forecast general economic conditions at the reporting date.

ECLs are remeasured at each reporting date with any changes recognised as an impairment gain or loss in the statement of income and expenditure. The Commission recognises an impairment gain or loss with a corresponding adjustment to the carrying amount of other receivables through a loss allowance account.

The gross carrying amount of other receivable is written off (either partially or in full) to the extent that there is no realistic prospect of recovery. This is generally the case when the Commission determines that the debtor does not have assets or sources of income that could generate sufficient cash flows to repay the amounts subject to the write-off.



2 主要會計政策 (續)

(f) 其他應收帳款 (續)

(B) 於2018年4月1日之前適用的政策

2018年4月1日之前採用「已產生虧損」模式，以計量其他應收帳款、按金及預付款項的減值虧損。在「已產生虧損」模式下，呆壞帳的減值虧損於有客觀因素導致有減值證據時確認，按金融資產的帳面金額與（若貼現的影響重大）根據資產的原有實際利率貼現的預期未來現金流量之間的差額計算。客觀的減值證據包括委員會注意到影響資產的預計未來現金流量的事件，如債務人出現重大財務困難的可觀察數據。

可收回性被視為可疑，但並非完全沒有可能的應收帳項，委員會採用準備帳來記錄減值虧損。當委員會認為收回的可能性極低時，被視為不可收回的金額便會直接沖銷應收帳款，與該債務有關而在準備帳內記錄的相關數額也會轉回。其後收回早前計入準備帳的數額及其後收回早前直接沖銷的數額會在收支結算表內確認。

Significant accounting policies (continued)

(f) Other receivables (continued)

(B) Policy applicable prior to 1 April 2018

Prior to 1 April 2018, an "incurred loss" model was used to measure impairment losses on other receivables, deposits and prepayments. Under the "incurred loss" model, impairment losses for bad and doubtful debts were recognised when there was objective evidence of impairment and were 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 was material. Objective evidence of impairment included observable data that came to the attention of the Commission about events that had 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 was considered doubtful but not remote were recorded using an allowance account. When the Commission was satisfied that recovery was remote, the amount considered irrecoverable was written off against the receivable directly and any amounts held in the allowance account relating to that debt were reversed. Subsequent recoveries of amounts previously charged to the allowance account and subsequent recoveries of amounts previously written off directly were recognised in the statement of income and expenditure.



2 主要會計政策 (續)

Significant accounting policies (continued)

(g) 現金及現金等價物

現金及現金等價物包括銀行存款及現金、存放於銀行及其他財務機構的活期存款，及短期和高流動性的投資，此等投資可隨時換算為已知的、價值變動方面的風險不大，及於購入後三個月內到期的現金額。

(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) 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。

(h) 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.

(i) 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。

(i) 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.

(ii) 退休金責任

委員會已在香港成立一個強制性公積金計劃（「計劃」）。該計劃之資產分開存放於信託人管理之基金內。委員會支付供款後便沒有進一步的付款責任。當供款到期時確認為僱員福利。只有能確定現金退款或將來付款的減少時，預繳的供款才可確認為資產。

(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.



2 主要會計政策 (續)

(j) 準備及或有負債

假如委員會須就已發生的事件承擔法律或推定義務，而履行該義務預期會導致含有經濟效益的資源外流，並且可作可靠的估計，便會計提準備。如果貨幣時間價值重大，則準備會按預計履行義務所需資源的現值列帳。

假如含有經濟效益的資源外流的可能性較低，或是無法對有關數額作出可靠的估計，該義務便會披露為或有負債，但如果資源外流的可能性極低則除外。須視乎會否發生某宗或多宗未來事件才能確定存在與否的義務，亦會披露為或有負債，但如果資源外流的可能性極低則除外。

(k) 收入的確認

委員會收入的確認政策詳情如下：

(i) 政府補助

如能合理確定政府補助將收到、且委員會將遵照附帶條件時，於收支結算表內初始確認政府補助。補償委員會開支的政府補助，會在開支產生同期有系統的在收支結算表內確認為收入。

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。

Significant accounting policies (continued)

(j) Provisions and contingent liabilities

Provisions are recognised 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. Where 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.

(k) Income recognition

Details of the Commission's income recognition policies are 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.



2 主要會計政策 (續)

(k) 收入的確認 (續)

(i) 政府補助 (續)

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可用年限，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。利率是可準確將金融工具在預計年期內產生之未來現金收入折算為該金融資產總賬面值的利率。

(iii) 雜項收入

雜項收入是以應計制確認。

(l) 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。

Significant accounting policies (continued)

(k) Income recognition (continued)

(i) Government subventions (continued)

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 under the effective interest method using the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the gross carrying amount of the financial asset.

(iii) Sundry income

Sundry income is recognised on an accrual basis.

(l) 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.



2 主要會計政策 (續)

(I) 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：

(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。

(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(I)(a)項中所辨別的個人所控制或共同控制。

(vii) 在(I)(a)(i)項中所辨別的個人而該個人對該實體有重大影響力，或該個人是該實體（或是該實體的母公司）的主要管理人員之成員。

Significant accounting policies (continued)

(I) Related parties (continued)

(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.

(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 (I)(a).

(vii) A person identified in (I)(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).



2 主要會計政策 (續)

(I) 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)

(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)

(I) Related parties (continued)

(b) An entity is related to the Commission if any of the following conditions applies: (continued)

(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.

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:

		2019	2018
財政年度獲批的政府補助	Government subventions granted for the year	112,435,000	120,514,000
調整：	Adjustments for:		
未使用年假的準備之(減少)/增加	(Decrease)/increase in provision for unutilised annual leave	(265,383)	123,368
預收政府補助之(增加)/減少	(Increase)/decrease in Government subventions received in advance	(128,293)	537,989
資本補助基金之減少/(增加) (附註7)	Decrease/(increase) in capital subvention fund (note 7)	2,993,015	(8,512,200)
在收支結算表內確認的政府補助	Government subventions recognised in the statement of income and expenditure	115,034,339	112,663,157



4 物業、機器及設備 Property, plant and equipment

		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	視聽及即時 傳譯系統 Audio & visual and simultaneous interpretation system	總數 Total
成本：	Cost:							
於2017年4月1日	At 1 April 2017	10,533,044	4,354,283	782,128	2,469,380	2,425,629	481,043	21,045,507
增置	Additions	10,930,777	738,262	-	19,991	66,798	1,046,280	12,802,108
減少	Disposals	(10,533,044)	(1,382,393)	-	-	(864,982)	(481,043)	(13,261,462)
於2018年3月31日	At 31 March 2018	10,930,777	3,710,152	782,128	2,489,371	1,627,445	1,046,280	20,586,153
於2018年4月1日	At 1 April 2018	10,930,777	3,710,152	782,128	2,489,371	1,627,445	1,046,280	20,586,153
增置	Additions	48,450	473,440	-	-	391,439	33,750	947,079
減少	Disposals	-	(561,288)	-	-	(144,858)	-	(706,146)
於2019年3月31日	At 31 March 2019	10,979,227	3,622,304	782,128	2,489,371	1,874,026	1,080,030	20,827,086
累積折舊：	Accumulated depreciation:							
於2017年4月1日	At 1 April 2017	9,971,619	4,173,291	142,893	2,128,132	2,012,693	481,043	18,909,671
年度折舊	Charge for the year	1,320,507	178,996	111,733	98,760	142,417	72,658	1,925,071
減少時撥回	Written back on disposals	(10,533,044)	(1,382,263)	-	-	(864,982)	(481,043)	(13,261,332)
於2018年3月31日	At 31 March 2018	759,082	2,970,024	254,626	2,226,892	1,290,128	72,658	7,573,410
於2018年4月1日	At 1 April 2018	759,082	2,970,024	254,626	2,226,892	1,290,128	72,658	7,573,410
年度折舊	Charge for the year	1,824,596	337,172	111,733	101,626	160,505	174,849	2,710,481
減少時撥回	Written back on disposals	-	(561,288)	-	-	(144,858)	-	(706,146)
於2019年3月31日	At 31 March 2019	2,583,678	2,745,908	366,359	2,328,518	1,305,775	247,507	9,577,745
帳面淨值：	Net book value:							
於2019年3月31日	At 31 March 2019	8,395,549	876,396	415,769	160,853	568,251	832,523	11,249,341
於2018年3月31日	At 31 March 2018	10,171,695	740,128	527,502	262,479	337,317	973,622	13,012,743



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

		2019	2018
按金及預付款項	Deposits and prepayments	2,442,891	2,631,031
其他應收帳款	Other receivables	376,582	226,435
		2,819,473	2,857,466

除按金691,722元(2018年: 691,722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 \$691,722 (2018: \$691,722) which are expected to be recovered after more than one year.

6 現金及現金等價物 Cash and cash equivalents

		2019	2018
銀行結存及現金	Bank balances and cash	7,669,961	4,439,341
原本存款期不超過3個月的短期銀行存款	Short-term bank deposits with original maturity not more than three months	7,030,267	5,007,970
現金及現金等價物	Cash and cash equivalents	14,700,228	9,447,311



7 資本補助基金

Capital subvention fund

		宣傳《種族歧視條例》、 《性別歧視條例》、 《殘疾歧視條例》和 少數族裔的平等機會 Promotion of RDO*, SDO*, DDO* and equal opportunities for ethnic minorities	購置物業、 機器及設備 Purchase of property, plant and equipment	總數 Total
於2017年4月1日	At 1 April 2017	2,593,053	646,025	3,239,078
已收政府補助	Subventions received from the Government	3,000,000	9,500,000	12,500,000
轉至收支結算表作為收 入以配合：	Transfer to statement of income and expenditure as income to match with:			
- 經費來自政府資本補 助基金的物業、機 器及設備折舊	- Depreciation of property, plant and equipment financed by Government capital subvention fund	-	(795,270)	(795,270)
- 宣傳《種族歧視條例》、 《性別歧視條例》、 《殘疾歧視條例》 和少數族裔的平等 機會的費用	- Promotion expense of RDO, SDO, DDO and equal opportunities for ethnic minorities	(3,192,530)	-	(3,192,530)
於2018年3月31日	At 31 March 2018	2,400,523	9,350,755	11,751,278
代表：	Representing:			
流動部份	Current portion			4,119,404
非流動部份	Non-current portion			7,631,874
				11,751,278



7 資本補助基金 (續) Capital subvention fund (continued)

		宣傳《種族歧視條例》、 《性別歧視條例》和 少數族裔的平等機會 Promotion of RDO*, SDO* and equal opportunities for ethnic minorities	購置物業、 機器及設備 Purchase of property, plant and equipment	總數 Total
於2018年4月1日	At 1 April 2018	2,400,523	9,350,755	11,751,278
已收政府補助	Subventions received from the Government	-	529,000	529,000
轉至收支結算表作為收入以配合：	Transfer to statement of income and expenditure as income to match with:			
- 經費來自政府資本 補助基金的物業、 機器及設備折舊	- Depreciation of property, plant and equipment financed by Government capital subvention fund	-	(1,751,214)	(1,751,214)
- 宣傳《種族歧視條例》、 《性別歧視條例》 和少數族裔的平等 機會的費用	- Promotion expense of RDO, SDO and equal opportunities for ethnic minorities	(1,770,801)	-	(1,770,801)
於2019年3月31日	At 31 March 2019	629,722	8,128,541	8,758,263
代表：	Representing:			
流動部份	Current portion			2,483,756
非流動部份	Non-current portion			6,274,507
				8,758,263

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, Sex Discrimination Ordinance and Disability Discrimination Ordinance respectively.



8 職員約滿酬金的準備 Provision for staff gratuity

		2019	2018
於2018/2017年4月1日	At 1 April 2018/2017	13,793,386	16,087,496
撥出準備	Provisions made	12,679,097	12,587,331
取消	Forfeitures	(960,523)	(554,086)
財政年度已支付/ 應付之金額	Amounts paid/payable during the year	(11,733,686)	(14,327,355)
於2019/2018年3月31日	At 31 March 2019/2018	13,778,274	13,793,386
減：流動部份	Less: Current portion	(6,606,159)	(8,087,542)
非流動部份	Non-current portion	7,172,115	5,705,844

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用 Other payables and accruals

		2019	2018
其他應付帳項	Other payables	4,141,646	3,886,783
應計費用	Accrued expenses	763,591	1,106,069
預收款項	Receipts in advance	85,612	48,763
		4,990,849	5,041,615

所有其他應付帳項及應計費用預期於一年內清繳。

All of the other payables and accruals are expected to be settled within one year.



10 儲備

Reserves

		2019	2018
於2018/2017年4月1日	At 1 April 2018/2017	9,430,608	19,013,738
由收支結算表轉出	Transfer to statement of income and expenditure	(537,825)	(9,583,130)
於2019/2018年3月31日	At 31 March 2019/2018	8,892,783	9,430,608

委員會界定儲備為總資金。委員會在管理資金時，基本目的是確保委員會的財政持續穩健。財政年度終結時的儲備上限為委員會下個財政年度每年的經常性資助的25%，加上物業、機器及設備帳面淨額，和減去應計的修復成本（「儲備上限」）。儲備可作一般用途，委員會有權自行運用上限內的儲備，超出的金額需歸還政府，除非得到政制及內地事務局常任秘書長的批准，或獲政制及內地事務局常任秘書長，經諮詢財經事務及庫務局局長後提高儲備額上限。

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

		2019	2018
職員福利	Employee benefits	15,126,566	15,641,876
聘用期結束後福利	Post-employment benefits	2,585,476	2,681,121
		17,712,042	18,322,997

12 所得稅支出

Taxation

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

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2019年3月31日的資本性承擔如下：

		2019	2018
已簽約	Contracted for	-	-
已核准但未簽約	Authorised but not contracted for	523,140	546,434
		523,140	546,434

(b) 營運租賃承擔

於2019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未來應繳付的最低租賃付款總額如下：

		2019	2018
於1年內繳付	Within 1 year	6,482,688	6,482,688
在1年後至5年內繳付	After 1 year but within 5 years	2,160,896	8,643,584
		8,643,584	15,126,272

Commitments

(a) Capital commitments

Capital commitments outstanding at 31 March 2019 in respect of property, plant and equipment not provided for in the financial statements were as follows:

(b) Operating lease commitments

At 31 March 2019, the total future aggregate minimum lease payments under non-cancellable operating leases in respect of office premises were payable as follows:

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。

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.



14 財務風險管理及金融工具的公允價值 (續)

委員會的運作，並不涉及外匯風險、信貸風險及資金周轉風險。至於利率風險，除按市場利率計算利息的短期銀行存款外，委員會並無其他重大計息資產及負債。因此，委員會的收入及營運現金流量大部分都不受市場利率變動的影響，須面對的現金流量及公允價值利率風險亦較低。

(a) 信貸風險

信貸風險指因交易對手不能履行合約責任，導致委員會蒙受財務損失的風險。委員會在銀行存款、現金及現金等價物，以及其他應收帳款、按金及預付款項面對的信貸風險不大，原因是委員會只在信貸評級良好的金融機構存放現金，並定期審視其他應收帳款、按金及預付款項。委員會認為信貸風險屬於低水平，且預期信貸虧損準備並不重大。

委員會沒有提供任何可引致委員會承受信貸風險的擔保。

(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。

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

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

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in a financial loss to the Commission. The Commission's exposure to credit risk arising from bank deposits, cash and cash equivalents and other receivables, deposits and prepayments is limited because the Commission only places deposits with financial institutions with sound credit ratings and other receivables, deposits and prepayments are reviewed regularly, for which the Commission considers to have low credit risk and the ECL allowance is considered insignificant.

The Commission does not provide any guarantees which would expose the Commission to credit risk.

(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.



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)

下表載列委員會金融負債在報告期末時之剩餘合約年期，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：

(b) Liquidity risk (continued)

The following table shows the remaining contractual maturities at the end of the reporting period 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:

		2019 未貼現合約現金流 Contractual undiscounted cash outflow			總計 Total	帳面金額 Carrying amount
		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		
職員約滿酬金的準備	Provision for staff gratuity	6,606,159	5,146,706	2,025,409	13,778,274	13,778,274
未使用年假的準備	Provision for unutilised annual leave	3,289,156	-	-	3,289,156	3,289,156
預收政府補助	Government subventions received in advance	6,147,262	227,726	161,400	6,536,388	6,536,388
資本補助基金	Capital subvention fund	629,722	-	-	629,722	8,758,263
其他應付帳項及應計費用	Other payables and accruals	4,990,849	-	-	4,990,849	4,990,849
		21,663,148	5,374,432	2,186,809	29,224,389	37,352,930



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)

		2018 未貼現合約現金流 Contractual undiscounted cash outflow			總計 Total	帳面金額 Carrying amount
		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		
職員約滿酬金的準備	Provision for staff gratuity	8,087,542	4,045,519	1,660,325	13,793,386	13,793,386
未使用年假的準備	Provision for unutilised annual leave	3,554,539	-	-	3,554,539	3,554,539
預收政府補助	Government subventions received in advance	6,309,517	74,775	23,803	6,408,095	6,408,095
資本補助基金	Capital subvention fund	2,400,523	-	-	2,400,523	11,751,278
其他應付帳項及應計費用	Other payables and accruals	5,041,615	-	-	5,041,615	5,041,615
		25,393,736	4,120,294	1,684,128	31,198,158	40,548,913



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)

(c) 利率風險

利率風險指由於市場利率變動導致金融工具的公允價值或未來現金流量出現波動的風險。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 (2018年: 100) 個基點，而其他變數均維持不變，不預期對委員會的虧損及儲備於2019年3月31日有重大影響。

上述敏感度分析乃假設利率的變動於財政年度結算日當日出現並已用於計算該日引致委員會承受利率風險的金融工具。100點子的增加或減少幅度，是管理層評估直至下一個年度的財政年度結算日當日期間有可能出現的合理性利率變動。2018年的分析亦是根據上述基準進行。

(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2019年及2018年3月31日的公允價值並無重大差異。

(c) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. 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 2019, it was estimated that a general increase/decrease of 100 (2018: 100) basis points in interest rates, with all other variables held constant, the impact on the Commission's deficit 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 2018.

(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 2019 and 2018.



15 截至2019年3月31日止年度已頒布但尚未生效的修訂、新準則及詮釋可能帶來的影響

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、新準則及詮釋，惟於截至2019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：

Possible impact of amendments, new standards and interpretations issued but not yet effective for the year ended 31 March 2019

Up to the date of issue of these financial statements, the HKICPA has issued a number of amendments, new standards and interpretations which are not yet effective for the year ended 31 March 2019 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

《香港財務報告準則》第16號 - 租賃
HKFRS 16, Leases

2019年1月1日
1 January 2019

委員會現正評估這些修訂、新準則及詮釋對首次應用期間所造成的影響。到目前為止，委員會發現《香港財務報告準則》第16號的部分內容可能對財務報表構成重大影響。該等預期影響的詳情於下文論述。就《香港財務報告準則》第16號的評估雖然已大致完成，惟首度採納該準則時之實際影響可能有所差異，此乃因為迄今所作之評估乃以委員會現時可得資料為基準，而在委員會於截至2020年3月31日止年度的財務報表首度應用該準則前可能會識別其他影響。委員會亦可能變更其會計政策選擇（包括過渡選擇），直至該財務報表中首次應用該準則。

The Commission is in the process of making an assessment of what the impact of these amendments, new standards and interpretations is expected to be in the period of initial application. So far the Commission has identified some aspects of HKFRS 16 which may have a significant impact on the financial statements. Further details of the expected impacts are discussed below. While the assessment has been substantially completed for HKFRS 16, the actual impact upon the initial adoption of the standard may differ as the assessment completed to date is based on the information currently available to the Commission, and further impacts may be identified before the standard is initially applied in the Commission's financial statements for the year ending 31 March 2020. The Commission may also change its accounting policy elections, including the transition options, until the standard is initially applied in the financial statements.



15 截至2019年3月31日止年度已頒布但尚未生效的修訂、新準則及詮釋可能帶來的影響（續）

《香港財務報告準則》第16號 - 租賃

如附註2(e)所披露，委員會現將所有其作為承租人訂立的租賃分類為營運租賃。

一旦採納《香港財務報告準則》第16號，委員會作為承租人將不再區分融資租賃及營運租賃。取而代之，除非使用若干權宜實行方法，否則委員會將按與現有融資租賃會計處理方法類似的方式對為期12個月以上的所有租賃進行會計處理。

在新會計模式下，預期會導致資產及負債有所增加，及影響於租賃期間在收支結算表中確認費用的時間。

《香港財務報告準則》第16號由2019年1月1日或之後開始的年度期間生效。委員會計劃選擇採用經修訂的追溯法以採納《香港財務報告準則》第16號，並將確認首次應用所產生的累積影響作為2019年4月1日權益期初結餘的調整，並不會重列比較資料。根據附註13(b)所披露，於2019年3月31日，委員會辦公室樓宇不可撤銷之營運租賃合約的未來最低租賃付款為8,643,584元。當首次採納《香港財務報告準則》第16號，並考量貼現影響後，租賃負債及相應使用權資產的期初結餘將在2019年4月1日作調整。

Possible impact of amendments, new standards and interpretations issued but not yet effective for the year ended 31 March 2019 (continued)

HKFRS 16, Leases

As disclosed in note 2(e), currently the Commission classifies all leases it entered as lessee into operating leases.

Once HKFRS 16 is adopted, the Commission will no longer distinguish between finance leases and operating leases when it is the lessee under the lease. Instead, subject to practical expedients, the Commission will be required to account for all leases of more than 12 months in a similar way to current finance lease accounting.

The application of the new accounting model is expected to lead to an increase in both assets and liabilities and to impact on the timing of the expense recognition in the statement of income and expenditure over the period of the lease.

HKFRS 16 is effective for annual periods beginning on or after 1 January 2019. The Commission plans to elect to use the modified retrospective approach for the adoption of HKFRS 16 and will recognise the cumulative effect of initial application as an adjustment to the opening balance of equity at 1 April 2019 and will not restate the comparative information. As disclosed in note 13(b), at 31 March 2019 the Commission's future minimum lease payments under non-cancellable operating leases amount to \$8,643,584 for office premises. Upon the initial adoption of HKFRS 16, the opening balances of lease liabilities and the corresponding right-of-use assets will be adjusted, after taking account the effects of discounting, as at 1 April 2019.