



目錄



成立背景、使命、目標	1
董事局成員名單	2
組織架構圖	3
職員名單	4
主席報告	5
業務報告	
新界西	6
九龍西	9
沙田區	10
項目發展報告	
「好首足@智快髮」	11
智快髮	11
生涯規劃 - 工作體驗課程	12
天然手工皂及環保產品	12
員工及訓練員心聲	13
台灣考察及交流團	16
週年聚餐活動	17
宣傳活動	
「商界展關懷」社區伙伴合作展 2018	20
香港電台第一台【非常人物生活雜誌】訪問	21
無線電視廣播有限公司(TVB)【社企達人】訪問	21
手工藝銷售及推廣	22
天然手工皂及環保產品銷售及推廣	22
客戶贈言	23
特別鳴謝	24
核數報告	25

成立背景、使命、目標



成立背景

懷智匡業有限公司是一間社會企業，由基督教懷智服務處管理，於2002年5月成立，以關懷及匡扶智障及其他殘疾人士的就業發展，協助他們達致職業康復為宗旨。

使命

以分享及實踐神的愛為使命，透過商業營運為智障及其他殘疾人士創造就業機會，建立傷健共融的工作環境及系統。

目標

- 經營商業與社會目標兼備的服務，為智障及其他殘疾人士提供公開就業機會，使他們能享有一般就業人士的待遇及福利。
- 建立傷健共融的工作環境及系統，提高社會對智障及其他殘疾人士的接納程度。
- 賺取合理利潤回報，以維持及發展公司的業務，確保智障及其他殘疾人士的就業機會。
- 向顧客提供優質可靠的產品或服務。

業務簡介

▶ 汽車清潔服務

為大小停車場提供洗車、內外清潔及打蠟等服務。

▶ 清潔服務

為顧客提供一站式到戶清潔服務，包括打掃、抹窗、地板打蠟、吸塵、清洗地氈等。

▶ 直銷服務

為客戶提供手工藝宴會禮品、產品包裝及派遞等服務。

▶ 智快髮

於屯門醫院開設了全港首間快剪專門店社企，為醫護人員、院友及市民大眾提供優質的快剪理髮服務，以及銷售專業護髮產品。

▶ 好首足 @ 智快髮

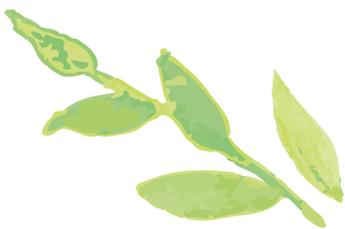
為長沙灣區市民提供方便快捷、舒適、物超所值的美髮及足部護理服務，集快剪、洗剪髮、薰腳及天然護理產品銷售於一身。

▶ 天然手工皂及環保產品

向學員提供製作手工皂及環保產品的訓練，以培養他們的環保意識。天然環保產品會定期批量生產，並於各個展銷會進行推廣及銷售。

▶ 生涯規劃 — 工作體驗課程

為有需要的學生提供多種職業技能訓練，讓他們認識個人生涯發展的重要性，建立正確的工作態度和意向。



董事局成員名單



主席
鍾志煒先生



副主席
梁佳樂先生



董事
李曾慧平教授

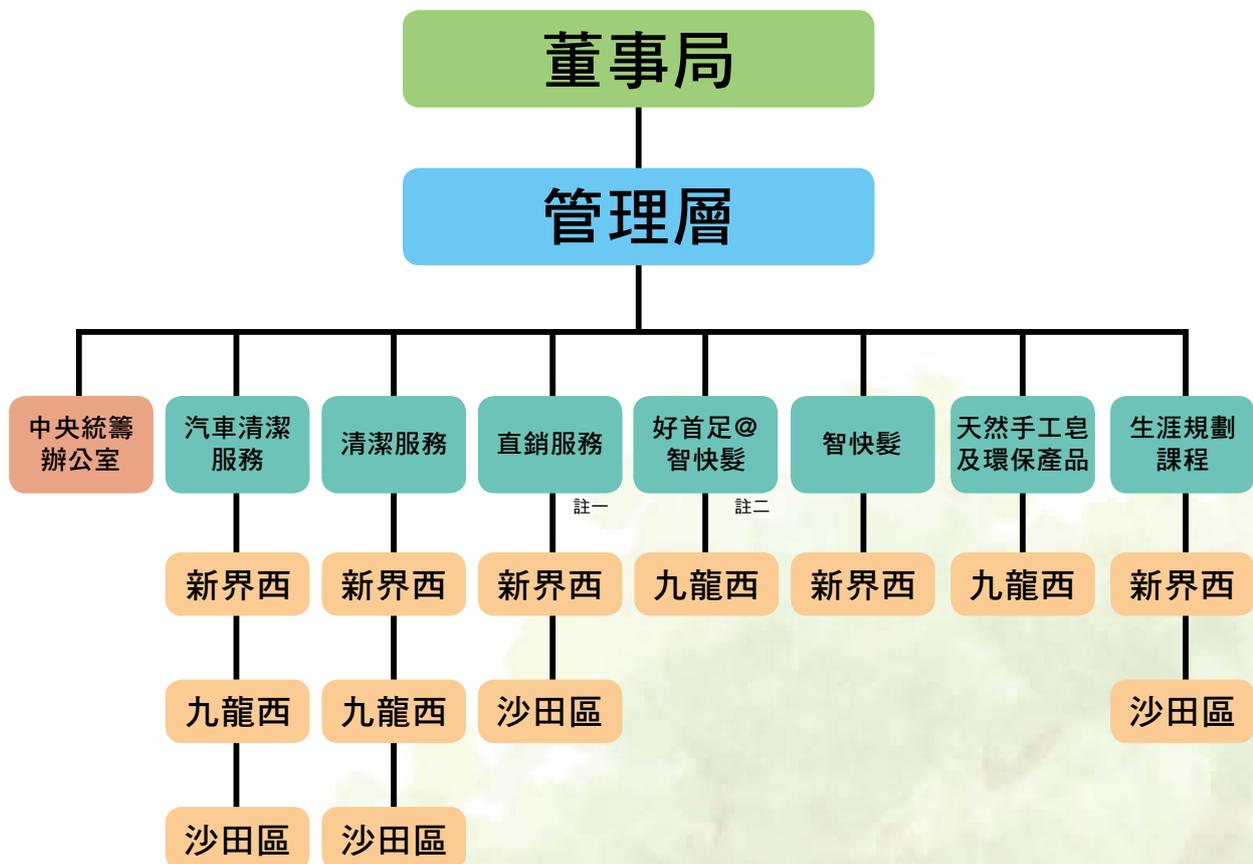


董事
梁耀發先生



董事
鍾建強工程師

組織架構圖



註

- 一：直銷業務包括手工藝宴會禮品及派遞服務
- 二：業務由社會福利署「創業展才能」計劃資助

職員名單

項目主任

陳志榮

營運主任

葉海聞

營運助理

張鳳妹	陳顏笑	劉煥好	張連好	梁麗嫦	陳秀容
許桂娟	羅春雷	陳勇潮	連艷艷		

服務員

陳麗娟	馮瑞林	李靜雯	林建倫	李耀華	凌肖基
蕭志和	蔡國基	郭婉珊	梁志鵬	陳智民	黃惠儀
羅玉英	崔樹芬	黃雪雲	陳浩恩	劉國明	趙素英
陳賴文彩					

髮型師

陳銘賢	楊杏宜
-----	-----

店務助理

曾秀蘭

店舖助理

李浚堯	李美珠	施雍樂	譚嘉媛	盧文狄	黃錦超
-----	-----	-----	-----	-----	-----

(由2017年4月至2018年3月期間)

主席報告



懷智匡業有限公司(下稱「匡業」)在2002年5月成立，以強調社會責任結合自負盈虧的商業營運模式，透過開辦不同業務來支援殘疾人士的就業發展。我們確信每個人都有其價值和能力，幫助殘疾人士投入就業市場，可幫助他們在工作上獲得其他人的尊重。這不僅對他們的自尊和自立能力產生了積極的影響，也可為社會帶來正能量和生產力。

市場競爭大，客戶要求不斷提高，營運成本也與日俱增，這些一般營商需要面對的挑戰社會企業同樣難以避免，普羅大眾對社企的期望也會更高。十多年來本公司一直迎難而上，在制定營運策略之餘，考慮到殘疾員工的各種限制，為他們安排合適的工作崗位和在職訓練。「匡業」相信全體員工會在天父的指引庇蔭下一齊努力，所提供的產品和服務可以符合市場所需，在質量上也可保持口碑以贏得客戶的支持。

「匡業」今年度聘請了40位員工，當中有26位為殘疾人士。除此之外，我們亦為基督教懷智服務處(下稱「懷智」)轄下庇護工場及輔助就業服務的服務使用者提供了754人次，合共36,240多小時的工作訓練，提升他們的工作技能，加強他們投身職場的能力和自信，為日後公開就業做好準備。

業務發展方面，現時除了有清潔服務、汽車清潔服務、手工藝產品、直銷服務、屯門醫院大樓大堂的「智快髮」快剪理髮服務及在長沙灣的「好首足@智快髮」業務外，亦有開發天然手工皂及環保產品及生涯規劃工作體驗課程等新業務。拓展本港市民對殘疾人士就業的認識和接納，創造更多不同種類的就業機會。

展望未來，本公司將持續開拓新業務，除了進一步發展「天然手工皂及環保產品」及「生涯規劃—工作體驗課程」之外，也會繼續參與不同的展銷活動，並透過寄售商店型式，推廣由殘疾人士製造的手工藝品和天然環保產品，為殘疾人士提供不同工作及在職實習機會。而面對殘疾員工老化問題方面，本公司將逐步調整各業務/服務內容，並嘗試開拓新業務及結合殘疾人士在藝術的潛能，為殘疾人士開拓合適的市場。

藉此機會，本人衷心感謝「基督教懷智服務處」、各位董事、委員、基金會、義工、企業、機構及有關的政府部門一直以來的支持，並感謝客戶和合作伙伴長久以來對本公司的支持和信任。最後，本人要感謝全體員工一直以來盡心盡力為匡業服務，為了達成「懷智匡業有限公司」以關懷及匡扶智障及其他殘疾人士的就業發展，協助他們達致職業康復的使命。願一切榮耀頌讚歸於天父。



鍾志煒先生

業務報告

新界西

林小燕經理、蔡啟然經理

汽車清潔業務

懷智匡業有限公司(下稱匡業)一直堅持本著「發揮自己所長，為客戶做到最好」的宗旨，為客戶提供優質的汽車清潔服務。汽車清潔業務在過往十多年的營運期間，大部份客戶均對我們有很正面的評價之餘，亦為一班殘疾人士創造了不少就業和訓練機會；由於我們的服務遍佈不同地方，因此同時亦讓市民有更多機會見證到殘疾人士的才能。由於殘疾僱員老化，人手短缺，我們現時調整營運流程，集中資源為元朗警署、屯門醫院及博愛醫院提供汽車清潔服務，希望從中取得均衡發展，從而為服務建立「能力展示，關懷社區」的正面形象。



我們將繼續集中元朗及屯門區的場地，提供優質及有保證的汽車清潔服務(現時每月有約200架)；另外亦會協助部份有需要的殘疾僱員作出退休或轉行的準備，例如參加一些日間服務或嘗試其他業務等，讓一班殘疾僱員得到適合自己生活模式。與此同時，我們亦會積極培訓服務使用者學習洗車，部份有興趣及表現良好的服務使用者亦有機會獲聘為服務員，為汽車清潔服務注入新力軍。

汽車清潔為勞動性工作，故本隊每年也會舉辦工作技巧訓練及職業安全培訓，讓僱員掌握正確姿勢及技巧，同時亦會舉辦僱員團隊活動，促進彼此默契。

清潔業務

清潔業務於2017-2018年度的全年總營業額接近44萬元，增長較上年度超過預期目標。在不同社企及私營公司競爭下，年度營業額能有增長，實歸功於團隊合作的成果。當中以教會清潔服務的收入最為理想，餘下的是學校恆常清潔服務、中西醫療中心、國際義工服務團體、復康機構及家居散戶等。我們仍會繼續開拓復康服務團體、商業辦公室、教會清潔及打蠟服務工作。亦會為復康單位提供清潔實習場地，給予服務使用者於就業輔導服務前作準備，嘗試參與實地清潔培訓工作，發掘有潛質及具備相關技能的服務使用者，以便能公開就業。

本年度清潔業務每月平均營業額約3萬6千多。除恆常清潔服務外，亦增加幼稚園及教會清潔打蠟等散客戶，藉以增加營業額。過去一年總惠顧客戶為105人次，較上年度增加2%。

本年度我們共聘用2名健全人士、1名全職及2名兼職僱員，為他們提供就業機會。我們亦透過恆常清潔訓練，為有興趣及具工作動機的服務使用者提供不同項目培訓機會，如課室清潔技巧、地氈清潔吸塵、打蠟技巧、輔助行動器材清潔等，協助提升他



們的工作技能。去年共有144名服務使用者人次，參與我們的清潔訓練，總訓練時數達6,513.5小時。

期望仍維持現有清潔客戶數量，讓新加入職業復康服務的服務使用者，多嘗試學習，為業務帶來新血、技巧得以傳承。定期檢討現有的工作點，按需要適當調節工序，迎合不同能力的服務使用者。我們仍每年定期舉辦職業安全健康培訓課程，讓服務使用者反覆學習，強化他們職安健意識，減低勞損機會及避免受傷。

直銷代購業務

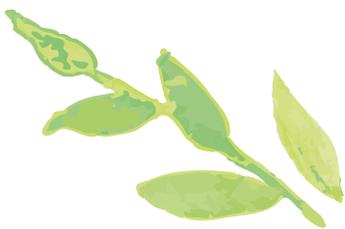
直銷代購業務主要為客戶提供訂購科技教材套、手工藝製作、設計紀念品、節日賀卡製作、派遞服務。2017-2018年度總營業額超過38萬多元。較預期目標減少10%，我們共僱用了2名殘疾人士協助處理業務，當中包括新學年教材套訂購、地產公司、酒店、設計公司及補習社宣傳單張派遞服務、「綠·緣·元」共享社區計劃-元朗大笪地手工藝紀念品等。繼續與自在社合作，揀選賀年日式麵粉輕黏土手工藝，在年宵攤位內銷售及寄售，效果滿意。

手工藝禮品製作、包裝及派遞服務

過去一年，手工藝製作發展平穩，銷售略遜，較上年度低，主要是今年工展會展銷攤位位置不理想，經過人流較少，相比去年減少約20%銷售額；全年外出展銷次數與去年相若，主力由社會福利署康復服務市場顧問辦事處及外間團體提供，分別有第52屆維園工展會、協康會手工藝親子班、「登陸專趁墟」開放日展銷、南山及美田中心開放日手工藝展銷、鄧兆棠中學舊生會聚會展銷、上環假日行人坊展銷推廣、浸會大學展銷、太古集團展銷、元朗三聯書店、懷智聖誕聯歡展銷推廣及錦上路跳蚤市場假日展銷等。年度承接「綠·緣·元」共享社區計劃-元朗大笪地手工藝紀念品及維園自在社年銷攤檔手工藝展銷及寄售。還安排朗藝坊中秋及春茗活動聚餐上推廣，效果頗滿意。手工藝產品款式包括：日式麵粉輕黏土、立體繡、節日賀卡、布藝製作、水晶飾物、迷你小盆栽、繩結紀念品、襪子娃娃、陶瓷飾物及淡水珍珠飾物等。繼續聯絡不同機構及教會安排手工藝產品於客戶的店鋪內寄賣，期望提供多元化的培訓及就業機會予服務使用者。



派遞服務主力替嘉湖海逸酒店、中原地產、正意工作室有限公司及博文小蜜蜂教室進行傳單派遞工作，每月收入約6仟元，與科技教材包裝都是利潤較高的項目，科技教材套包裝是連工包料形式與客戶合作，提供超過38款科技教材套予中小學生訂購，每月訂單約1萬元。手工藝及派遞，每月平均有5-6名服務使用者參與我們的訓練，總訓練時數達3,697.5小時。



前 瞻

汽車清潔業務

本隊將積極探討不同輔助洗車工具以協助僱員進行洗車，期望能減少體力勞動的比例，讓僱員能在健康及安全環境下工作。此外，隨最低工資上升，本公司亦會不時檢視僱員的薪酬水平，期望以更具吸引力的薪酬聘請僱員，繼續提供優質服務。

清潔業務

殘疾僱員的整體健康狀況，仍需不時關注，已按需要檢視工作及訓練流程，除加添輔助工具，工作時段安排分段小休及提示補充水份，減低恆常體力消耗。每年會舉辦職安健培訓課程，本年度邀請紅十字會提供簡易急救培訓，持續強化僱員的職安健工作意識，保障僱員的職業安全。本公司將繼續提供不同工作培訓予服務使用者，期望能夠為本公司增添新僱員，協助拓展業務。

直銷業務

未來手工藝業務繼續探討及發展其他新設計的手工藝，另嘗試聯繫不同類型的客戶、專上院校、特殊學校、Shell油站、慈善團體、書店及基督教團體，安排手工藝產品於客戶的店鋪內寄賣，另繼續參與維園舉辦第53屆工展會展銷和租借其他場地展銷，安排即場示範及開班教授製作手工藝品，提供各種手工藝及親子培訓班，讓殘疾人士持續參與。



九龍西

湛麗翔經理

本年度的業務於殘疾僱員老化及退休影響下，本區面對人手短缺的挑戰，期間感謝客戶對本區長期以來的支持，使本區部份業務得以繼續平穩發展，持續為服務使用者提供工作及訓練機會，發揮潛能，向社區人士展現他們的工作能力和熱誠。

汽車清潔業務

由於負責汽車清潔業務的殘疾僱員身體機能退化關係，不適合繼續擔任相關工作，加上近年投身汽車清潔工作的殘疾人士減少，令營運非常困難。本區經多方考量後由2018年4月1日起終止將軍澳電視城停車場的汽車清潔業務。為繼續提供多元化工作訓練予服務使用者，本區維持於西九龍區有限度之汽車清潔服務。

清潔業務

本年度繼續獲得客戶支持，得以持續為聖公會基福小學、扶康會麗瑤成人訓練中心及麗瑤之家、東方基督教會恩光堂、香港基督教服務處南天網絡、以馬內利浸信會等提供清潔服務。另本區繼續發展單次式的清潔服務，如阡陌社區浸信會等。本區期望能繼續發展清潔業務，為服務使用者提供清潔工作及訓練機會。



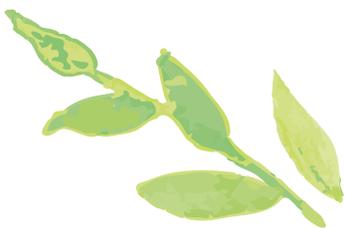
天然手工皂及環保產品

本區持續發展天然手工皂及環保產品業務，每月安排服務使用者參與小批量生產天然環保產品，提供工作訓練機會。為確保產品質素及增加顧客信心，本區持續透過SGS測試產品，並得到相關認證。於銷售渠道上本區繼續透過不同展銷推廣產品，保持與客戶接觸的機會。為推廣社區共融，本區分別與學校、社會服務機構等舉行共融活動，製作天然環保產品。



前瞻

本區面對殘疾僱員老化問題，預計於下年度員工相繼退休，引致人手緊絀。為確保本區業務保持平穩發展，將結束部份清潔業務場地，集中資源發展單次清潔服務，維持服務質素。本區會繼續添置清潔器材，減少員工勞損，增加工作效率。於天然手工皂及環保產品業務上，本區繼續為產品申請認證，保持產品質素，並繼續研發其他天然及環保產品，豐富產品種類。另希望能與不同團體舉行共融活動，推廣傷健共融訊息。



沙田區

鄧婉霞經理

本年度，沙田區的清潔、汽車清潔及手工藝業務均穩定發展。服務使用者能接受穩定之工作訓練，除了發揮他們個人潛能外，服務使用者及職員的表現亦獲得客戶的欣賞及肯定。

汽車清潔業務

沙田區的汽車清潔業務相當穩定，並持續有新的客戶。本年度使用汽車清潔服務的客戶共有 16 位，參與服務使用者有 10 位。

手工藝製作

本年度有 10 位服務使用者接受手工藝製作的訓練，學習進度理想，全年訓練時間達 3246 小時。本區除繼續手縫不織布藝及十字繡產品外，亦開始製作毛冷的產品作銷售及捐予相關慈善機構。亦為社福團體及學校等製作活動紀念品，同時與東華三院方潤華長者中心合作舉行共融藝術工作坊，製作手作揮春送予地區獨居長者。參與的服務使用者均能夠掌握有關的技巧，推出市場後亦有不俗的銷量及訂單。



清潔業務

本年度本區繼續為東華三院愛烘焙中心提供辦公室清潔服務。本年度共有 3 位服務使用者接受清潔工作訓練，全年的訓練時間達 746 小時，服務使用者的清潔技巧經過密集式的訓練後均有所提升。

前 瞻

本區於本年度的整體業務以鞏固現有客戶為主，定期為服務使用者提供清潔工作技巧培訓，以維持良好的服務質素。在手工藝業務方面，本年度生產毛冷系列的產品，讓能力稍遜的服務使用者也能生產產品，且繼續承接社福團體及學校訂單製作相關紀念品。

項目發展報告



好首足 @ 智快髮



本公司於2015/2016年度成功獲得社會福利署「創業展才能」撥款助，於長沙灣福華街623號地下開設「好首足@智快髮」店舖，為社區人士提供快剪及薰腳服務、並設有銷售天然產品，為一站式個人服務平台。



店舖聘請了2位髮型師、2位半職店舖助理和4位兼職店舖助理，以協助店舖各運作。為了讓更多社會人士認識到本社企，本店推出多項不同服務及宣傳，如每天安排殘疾僱員派發單張、利用郵遞、電郵服務把單張分派到附近屋苑或機構、懸掛橫額、提供不同節日的優惠及贈品、透過電子平台作宣傳(面書、網站)、於香港電台及無線電視節目中介紹本店等，藉以提升本店知名度，讓更多社區人士知悉本店舖，提升營業額。

過去一年，本店舖亦增加了不同的髮型服務，如：天然焗油服務、銷售理髮產品，務求使服務更能貼合客戶需要。除了在店舖提供快剪服務外，本店亦提供到戶外剪服務，專門為院舍提供優質及實惠的上門理髮服務。現時有多個院舍恆常及持續惠顧本店到戶外剪服務。

此外，為了使社區人士認識社會企業及殘疾人士的就業能力，本店舖亦舉辦了服務體驗計劃，透過參觀及服務體驗，讓社區人士接觸殘疾人士及認識他們的工作能力。

本店舖能讓公眾人士透過親身及實地接觸，了解到殘疾員工的工作能力、潛力。展望未來，本店舖會繼續努力進行不同宣傳推廣，增加社會人士對店舖的認識，並致力開拓不同新客戶，令業務持續穩步發展。

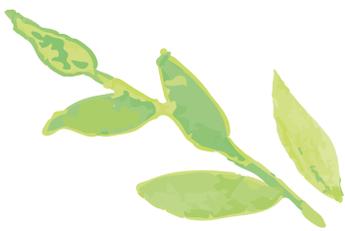
智快髮



本區在2014-2015年度於屯門醫院主座地下大堂開設了全港首間快剪專門店社企。不知不覺間，已踏入第4個年頭，憑著客戶的支持、殘疾僱員的慇懃工作、髮型師貼心的剪髮服務，本社企成功獲屯門醫院續約，未來兩年會繼續為病人，市民及醫護人員提供快速剪髮服務。

為感謝客戶的支持，本社企特別推出多項優惠回饋客戶，如：『夏日剪髮大優惠』、定下每月11日及18日為感謝日、推出專業護髮產品優惠價。經過3年多的服務，業務漸見增長。

「智快髮」是懷智匡業有限公司旗下的社會企業，更是醫院管理局轄下第一間快剪專門店。作為社會企業，我們除了為客人提供專業快剪服務及護髮產品以外，更會為殘疾僱員提供就業訓練及就職機會，使他們可以更快融入社會，達致「傷健共融」的遠景。在過去一年，我們為超過10位服務使用者提供工作訓練機會，讓他們在真實環境下工作，學習與髮型有關的工作知識及客戶服務技巧，為踏入社會公開就業作好準備。同時，我們店舖的現職殘疾僱員已持續獲聘工作3年。



生涯規劃 - 工作體驗課程

本社企於2015-2016年度，新增了生涯規劃課程，為有需要的學生提供工作體驗計劃，希望藉此讓學生認識生涯規劃及任務、不同行業的工作內容，並透過實習體驗活動，實踐所學到的工作技能。本年度曾為多間不同學校提供體驗活動。課程包括認識工作價值及態度、認識職業復康單位、工作技巧及模擬練習。殘疾員工亦會擔當助教角色，協助指導學生掌握工作技巧。由於反應良好，個別參與學校更持續兩年選用本社企的生涯規劃課程。



於2016-2017年度，配合「好首足@智快髮」業務發展，推出「髮型助理工作體驗計劃」；於2017-2018年度，開展「汽車美容工作體驗計劃」、「手工藝工作體驗計劃」等。參加者在過程中學習職業安全，清洗汽車，手工藝製作技巧等。當各同學親身清洗汽車及為車身上蠟時，各人均表示雀躍及興奮，此計劃切實能為將要踏出新一歩的同學提供適切需要。

因成效不錯，故下年度會繼續推廣及舉辦此課程。

天然手工皂及環保產品

九龍西區持續發展天然手工皂及環保產品業務，每月安排服務使用者參與小批量生產天然環保產品，提供工作訓練機構。為確保產品質素及增加顧客信心，本區持續透過SGS測試產品，並得到相關認證。於銷售渠道上本區繼續透過不同展銷推廣產品，保持與客戶接觸的機會。為推廣社區共融，本區分別與元朗地區支援中心、佛教志蓮中學舉行共融活動，製作天然環保產品。



員工及訓練員心聲



馮瑞林

新界西員工

我係馮瑞林哥哥，1996年我弟弟(馮瑞林)加入基督教懷智服務處庇護工場，做工場加工生產包餐具包，每日要我帶往返工場返工。到2009年加入懷智匡業有限公司做汽車清潔，開始由導師帶領到車場訓練洗車，弟弟初時不懂文字睇車牌洗車，以及往返搭車到工作點、買飯都由導師帶領，經過一段時間的訓練，弟弟現可自行搭車往返及買飯，時至今日我好安心弟弟能夠獨立照顧自己可融入社區生活，可獨立返工放工。



陳秀容

新界西員工

大家好！我是車場營運助理容姐，加入懷智匡業帶領抹車隊，是我首次接觸殘疾人士。他們比我想像中更乖巧、友善，部份服務使用者做事亦主動、積極。帶領着他們工作令我感到十分開心有意義。



陳智民

新界西員工

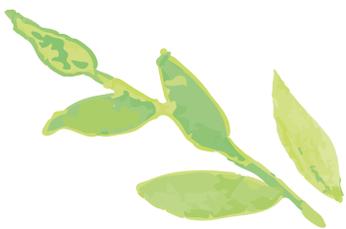
本人陳智民自2005年7月1日加入懷智匡業有限公司至今已有一段時間，本人好喜歡匡業的職位，工作崗位有仁愛堂中醫診所、屯門醫院-紅十字會清洗輔助行動器材、徐澤林小學清潔樓層課室和廁所、家居清潔和起漬打蠟、國際十字路會等等。我很喜歡現時的工作，工作上沒有太大困難，來年希望繼續工作。



劉惠傑先生

新界西手工藝義工

不經不覺，本人參與懷智朗屏單位及匡業有限公司義工服務已接近七年了。以往由於是全職職員身份關係，每日都可以從不同渠道或時間去接觸服務使用者，了解他們的需要、和他們傾吓偈、玩吓、了解一吓他們開心或唔開心的原因，故參與義工服務的時間相對不太多。但自本人離開了復康服務界別之後，反而參與義工服務的時間卻大大增加，當中最主要原因是本人對殘疾人士仍然有很深的情意結，仍然非常掛念他們的需要。故本人希望換過另一個身份，繼續和他們接觸及溝通，服務他們。能夠和他們相處，真的是一種福氣。「施比受更有福」，我只付出少許的時間，卻能令到服務使用者得快樂，這是非常值得的。



羅玉英

九龍西員工

我好感激在匡業工作，因為在這裡遇見幫助過我的人，我很感謝他們幫助，他們帶給我歡樂的人生，使我努力地工作，假如……身體及心態上準備好，我希望退休後可繼續工作，為自己生活增添更多色彩。



黃雪雲

九龍西員工

雖然在工作上有不足之處，但同事及上司不時給我鼓勵，使我開心地工作，最近身邊有同事已退休了，加上有了關節炎，使我有點擔心自己身體未能應付日常工作，我希望盡快康復，使我可更努力工作。



崔樹芬

九龍西員工

我即將離開我服務多年的公司，真有點依依不捨。首先感謝同事及上司，教識我怎樣去處理日常工作，包容我工作上的失誤，我相信日後在其他工作上會發揮到你們教給我的東西，使我開心地工作。



林欣欣

九龍西員工

剛來到的時候有點陌生，曾感到很不適應，但同事及上司們都非常的照顧我，在工作上都給予了我無盡的關懷與理解，讓我感到非常溫暖，我也慢慢的適應了工作上的流程，我會更努力地工作。



李美珠

好首足@智快髮員工

大家好！我是李美珠，現時我在好首足工作，主要負責派單張、招待客人進行薰腳（如設置薰腳桶，薰腳完成後清洗薰腳桶）及清潔店舖等。我非常喜歡現時工作，期望每日可返回好首足工作。



李浚堯 (JIMMY)

好首足@智快髮員工

我是李浚堯 (JIMMY)，本人在好首足工作約兩年多，工作非常開心，同事友善。期望在工作中可學習更多知識及能與不同人士有更多溝通機會。



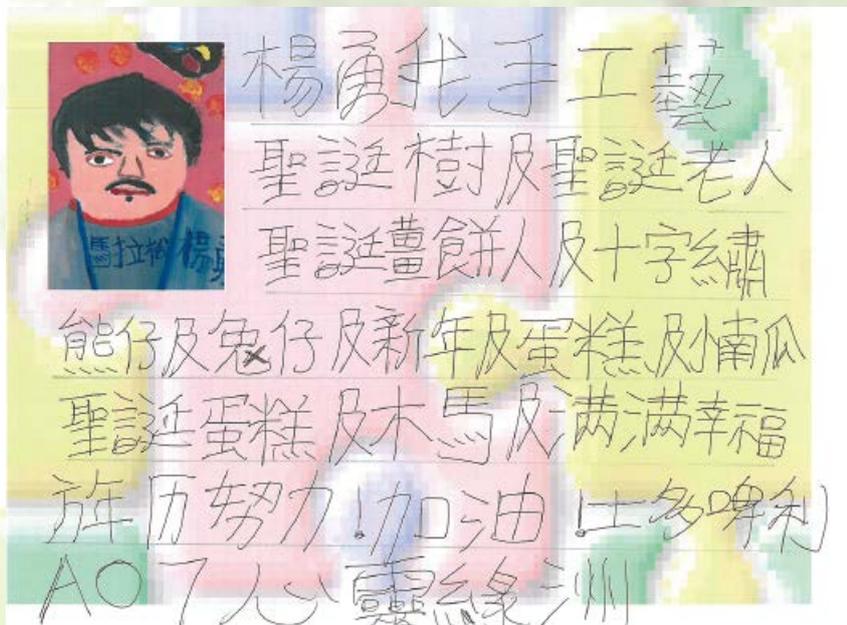
郭碧玉

沙田區訓練員 - 東華三院愛烘焙中心

非常喜歡外出清潔這些訓練，令我覺得非常開心，因為可以認識到很多新朋友，導師也非常好人，很樂意教導我一些工作技能，例如抹窗、拖地等。這些訓練機會令我變得更加有自信，因為學到的清潔技能可以回家幫媽媽分擔家務，賺到的錢也能夠給媽媽家用。多謝導師和姚SIR 一直對我們好好，因此十分喜愛在這裡接受訓練。

楊勇

沙田區訓練員





台灣考察及交流團

本公司開業至今已邁向16年，隨著整體營商環境不斷變遷，社會各界亦開始重視社福機構/社會企業的服務質素和社會效益，加上外圍及內部因素影響日深，實有需要審視內部情況，制定營運發展策略，為即將面對的挑戰作好準備。近年有不少具前瞻性及優秀的台灣社會企業/社福機構嶄露頭角，關心議題偏向弱勢服務及社會關懷，與本公司的成立目標相似。希望藉著是次考察和交流，以台灣社企的成功作借鏡，優化及改善現有傳統業務，

並為本公司尋覓穩健的業務發展方向，為業務拓展增添新元素，從而制定短、中期策略發展計劃。

在短短四日的行程，我們參觀了5間機構，當中包括臺北市立啟智學校、心路基金會（慈泰庇護工場）、喜憨兒福利基金會（Enjoy餐廳）、財團法人陽光社會福利基金會、伊甸園福利基金會等開辦的特殊學校、庇護工場、社會企業、福利基金會等，讓大家能夠實地了解殘疾人士服務及社會企業在台灣的發展情況，從而達到互相比較和參考的目的。

藉著是次台灣交流，讓我們從政策層面、外在營商環境、公司架構、人事政策及業務流程等均有豐富的討論和反思，使大家從不同角度去作檢視及分析，探討企業轉形的可行性，而當中大家均一致認為需要為匡業未來轉形及訂立三至五年的中、長期發展方向，制訂目標。



心路基金會（慈泰庇護工場）



喜憨兒福利基金會（Enjoy餐廳）



伊甸園福利基金會



陽光汽車美容中心（和平店）



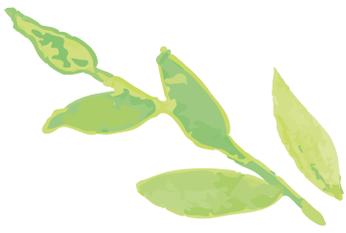
臺北市立啟智學校

週年聚餐活動



去年度的週年聚餐活動於2018年3月17日（星期六）在稻香超級漁港，朗屏店舉行。是年度約有135人參加，本公司更邀請了業務合作伙伴和友好作嘉賓，一同歡度農曆新年。當日節目非常豐富，除了財神賀新春和歌唱表演外，「Gaga Dance Workshop」更應邀蒞臨表演精彩舞蹈，令活動生色不少，不少員工亦在抽獎環節中滿載而歸。當日亦頒贈了長期服務獎，以感謝各員工在過去一年所付出的努力。





董事和管理層員工



董事和管理層員工主持祝酒儀式



新界西—清潔服務、派遞及手工藝員工



新界西—汽車清潔員工



九龍西員工



沙田區員工



「智快髮」及「好首足@智快髮」員工



嘉賓合照

宣傳活動

「商界展關懷」社區伙伴合作展 2018

為了宣傳社企業務及開拓合作市場，本公司參與了2018年度的「商界展關懷」社區伙伴合作展。我們以生涯規劃課程和天然手工皂及環保產品作主打，向訪客介紹本公司各種業務。同時和業界分享合作及發展意念，力求業務更進一步。





香港電台第一台【非常人物生活雜誌】訪問

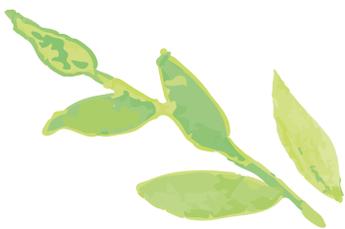
本會元州工場於2017年12月10日接受香港電台第一台【非常人物生活雜誌】訪問，分享庇護工場服務理念，成立天然手工皂及環保產品訓練，與服務使用者去不同市集擺展銷的點點滴滴。當日接受訪問職員包括督導主任盧家華、經理湛麗翔和業務主任李麗娟，一同細說手工皂背後的故事。



無線電視廣播有限公司(TVB)【社企達人】訪問

本會轄下的社會企業【好首足@智快髮】於2018年3月6日獲民政事處及無線電視廣播有限公司(TVB)的邀請，接受以社企為題材的電視訪問。當日接受訪問的職員包括：督導主任盧家華、經理廖少冰、店舖助理Jimmy、Karen及樂。有關電視訪問的節目名為【社企達人】，並於2018年5月5日晚上在翡翠台(81)播出。





宣傳活動

手工藝銷售及推廣

活動 / 展銷日期	名稱
1-30/4/2017	錦上路跳蚤市場寄賣活動
13/5/2017	南山單位展銷推廣活動
1-31/6/2017	錦上路跳蚤市場寄賣活動
9/7/2017	登陸專趁墟開放日展銷推廣活動
1-31/8/2017	錦上路跳蚤市場寄賣活動
16/9/2017	朗藝坊及朗屏宿舍-中秋慶團圓 2017 展銷推廣活動
16/9/2017	美田單位開放日展銷推廣活動
1-30/9/2017	錦上路跳蚤市場寄賣活動
29/9-1/10/2017	三聯書局展銷推廣活動
1-31/10/2017	錦上路跳蚤市場寄賣活動
15-17/11/2017	浸會大學展銷推廣活動
1-30/11/2017	錦上路跳蚤市場寄賣活動
12/12/2017	香港太古集團展銷推廣活動
15/12/2017	懷智聖誕聯歡 2017 展銷推廣活動
15/12/2017	中文大學展銷推廣活動
16/12/2017	鄧兆棠中學展銷推廣活動
23/12/2017	千人盆菜宴 2017
1-31/12/2017	錦上路跳蚤市場寄賣活動
28/12/2017-2/1/2018	第 52 屆工展會展銷推廣活動
28/1/2018	上環假日行人坊展銷推廣活動
1-31/1/2018	錦上路跳蚤市場寄賣活動
13-14/2/2018	自在社維園年宵展銷推廣活動
24-25/3/2018	LabsterMart 創新市集展銷推廣活動
1-31/3/2018	錦上路跳蚤市場寄賣活動

天然手工皂及環保產品銷售及推廣

日期	舉行地點
7/5/2017	聖公會聖約瑟堂《友·錦·動》市集
20/5/2017	創業軒中環天星碼頭展銷市場
8/7/2017	創業軒中環天星碼頭展銷市場
12/8/2017	創業軒中環天星碼頭展銷市場
9/9/2017	創業軒中環天星碼頭展銷市場
26-27/9/2017	香港科技大學-DiversAbility Fair
14/10/2017	創業軒中環天星碼頭展銷市場
19/11/2017	聖公會聖約瑟堂《友·錦·動》市集
2-3/12/2017	香港教育工作者聯會成立的教師俱樂部 T club
12/12/2017	太古可口可樂香港員工展銷
15/12/2017	香港中文大學商學院聖誕聯歡暨慈善展銷會
15/12/2017	2017 懷智繽紛聖誕嘉年華展銷
23/12/2017	創業軒中環天星碼頭展銷市場
6-7/1/2018	香港青年協會獅子會大埔青年空間「埋黎趁墟！」開年市集 2018
27/1/2018	創業軒中環天星碼頭展銷市場
24/2/2018	創業軒中環天星碼頭展銷市場
10/3/2018	創業軒中環天星碼頭展銷市場
17/3/2018	創業軒中環天星碼頭展銷市場

客戶贈言



新界西清潔客戶 靈暉堂同工

每個星期二，都是我期待的時間，因為有你們「懷智匡業的學員」到靈暉堂清潔，這幾年多得有你們為堂會做這服事的工作，看到每位成員經過專業的訓練來到工作崗位上認真的學習以致可以發揮所長，感謝懷智帶隊的同工悉心教導、耐性和鼓勵使每個學員都有自信地完成任務，不單止工作上得到我們的讚賞，我們也見證貴機構服務達至極佳果效。

新界西清潔客戶 宣道會錦繡堂堂主任曾裔貴牧師

宣道會錦繡堂一向本著耶穌基督施比受更為有福的愛人精神，樂意在已有的資源上支援弱勢社群，攜手扶持一些需要我們協助的群體。適逢基督教懷智服務處-懷智匡業有限公司推出的計劃，能與錦繡堂的清潔服務可以相互合作，因此本會在過去的年日中，也會提供這方面的配套合作安排。感恩這是一件在神和人眼中都看為美的事。期望神在往後的日子，繼續使用貴機構去訓練更多學員能夠順利融入就業市場，並且不斷提升他們的工作能力。

九龍西清潔客戶 聖公會基福小學

感謝社企-懷智匡業有限公司培訓了一群具專業服務態度，又熱心有禮的服務人員，更為社會上一群弱勢社群提供就業機會，讓他們學以致用，服務社會，從而建立關懷文化與促進社會和諧。此外，透過多年的服務經驗，為客戶提供專業、優質、高效率及收費合理的清潔服務。

「好首足@智快髮」顧客

有愛心的公司。
喜見僱用殘疾
人士。支持！
23/3/2017

★ 環境音樂舒適 ★
★ 服務友善細心 ★
★ 價錢便宜 ★
★ 努力！加油！ ★
23-MAR-17



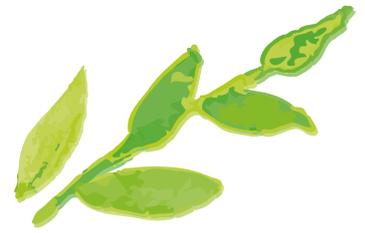
特別鳴謝

公司 / 機構 / 團體 (掛名不分先後)

東華三院愛烘焙訓練中心
電視廣播有限公司
基督教香港信義會靈暉堂
屯門醫院
元朗分區警署
基督教宣道會徐澤林紀念小學
15M Plus Limited 髮型連鎖集團
東方基督教會恩光堂
香港基督教服務處南天網絡
社會福利署一康復服務市場顧問辦事處
香港紅十字會
勵恆社
長沙灣政府合署
嘉湖海逸酒店
基督教宣道會錦繡堂
博愛醫院
正意工作室有限公司
聖公會基福小學
扶康會麗瑤成人訓練中心及麗瑤之家
以馬內利浸信會
阡陌社區浸信會
青草地美容有限公司
行政長官辦公室



核數報告



WAI JI HONG YIP COMPANY LIMITED

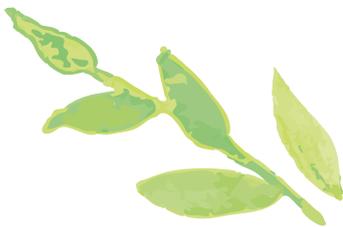
懷智匡業有限公司

DIRECTORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

CONTENTS

	PAGE
DIRECTORS' REPORT	1 - 2
INDEPENDENT AUDITOR'S REPORT	3 - 5
STATEMENT OF COMPREHENSIVE INCOME	6
STATEMENT OF FINANCIAL POSITION	7
STATEMENT OF CASH FLOWS	8
STATEMENT OF CHANGES IN FUNDS	9
NOTES TO THE FINANCIAL STATEMENTS	10 - 22

范陳會計師行
FAN, CHAN & CO.
CERTIFIED PUBLIC ACCOUNTANTS
HONG KONG



WAI JI HONG YIP COMPANY LIMITED
萬智延藥有限公司
DIRECTORS' REPORT

The directors present herewith their report and the audited financial statements for the year ended 31 March, 2018.

Principal activities

The principal activities of Wai Ji Hong Yip Company Limited ("the Company") is creating employment opportunities for people with disabilities through its provision of cleansing services, the operation of a foot spa shop, a hair salon and direct sales.

Financial statements

The results of the Company for the year ended 31 March, 2018 and the state of affairs of the Company as at that date are set out in the financial statements on pages 6 to 22.

Funds

Details of movements in the funds of the Company for 2018 are set out in the statement of changes in funds.

Company status

The Company is incorporated in Hong Kong with liability limited by guarantee.

Directors

The directors who held office during the year and up to the date of this report were:

Chung Chi Wai	鍾志偉
Chung Kin Keung, Lawrence	鍾建強
Tsang Wai Ping, Cecilia	曾慧平
Leung Kai Lok, Peter	梁偉樂
Leung Yiu Fat, Allen	梁耀發

In accordance with the Company's Articles of Association, all directors retire, and being eligible, offer themselves for re-election.

Business review

The Company falls within reporting exemption for the financial year. Accordingly, the Company is exempted from preparing a business review.

WAI JI HONG YIP COMPANY LIMITED
萬智延藥有限公司
DIRECTORS' REPORT

Permitted indemnity provisions

A permitted indemnity provision (as defined in section 469 of the Hong Kong Companies Ordinance) for the benefit of the directors of the Company is currently in force and was in force throughout this year.

Auditor

A resolution to reappoint Fan, Chan & Co. as auditor of the Company will be put at the forthcoming annual general meeting.

For and on behalf of the Board

Chung Chi Wai
Chairperson
Dated, 20 November, 2018

We have audited the financial statements of Wai Ji Hong Yip Company Limited ("the Company") set out on pages 6 to 22, which comprise the statement of financial position as at 31 March, 2016, and the statement of comprehensive income, statement of cash flows and statement of changes in funds for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the financial statements give a true and fair view of the financial position of the Company as at 31 March, 2016, and of its financial performance and its cash flows for the year then ended in accordance with the Hong Kong Financial Reporting Standards ("HKFRS") issued by the Hong Kong Accounting Standards Board ("HKASB") and have been properly prepared in compliance with the Hong Kong Companies Ordinance.

Basis for Opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSA") 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 Company 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.

Other Information

The directors are responsible for the other information. The other information comprises the information included in the directors' report, but does not include 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 Directors and Those Charged with Governance for the Financial Statements

The directors are responsible for the preparation of financial statements that give a true and fair view in accordance with HKFRS issued by the HKICPA and the Hong Kong Companies Ordinance, and for such internal control as the directors determine 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 directors are responsible for assessing the Company'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 directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

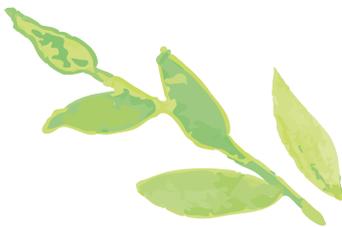
Auditor's Responsibilities for the Audit of the Financial Statements

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 the terms of the engagement letter between us and you. 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 HKSA 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 HKSA, we exercise professional judgment and maintain professional skepticism 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 the remaining items, 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.





范陳會計師行
Fan, Chan & Co.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF WAI JI HONG YIP COMPANY LIMITED

德智匯業有限公司

- Conclude on the appropriateness of the directors' 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 Company'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 Company 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.

We communicate with those charged with governance 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.

Fan, Chan & Co.
Certified Public Accountants
Hong Kong, 20 November, 2018



A member of
Nexia
INTERNATIONAL

Rooms 1007-1012, 10/F., K. Wah Centre, 191 Java Road, North Point, Hong Kong
香港北角渣甸道191號嘉華閣中心10樓1007-1012室
Tel: (852) 2816-3188 Fax: (852) 2891-5103 Email: fanchan@fanchan.com

WAI JI HONG YIP COMPANY LIMITED
德智匯業有限公司
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH, 2018

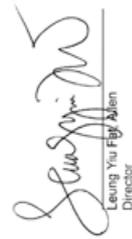
	Note	2018 HK\$	2017 HK\$
Revenue	(5)	3,102,004	3,421,881
Cost of sales		(10,615)	(9,523)
Gross surplus		3,091,389	3,412,358
Other income	(5)	659,481	955,338
Selling and distribution costs		(1,371,938)	(1,428,411)
Administrative expenses		(1,852,133)	(2,134,859)
Surplus for the year	(6)	426,779	804,427

WAI JI HONG YIP COMPANY LIMITED
廣智匯康有限公司
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH, 2018

	Note	2018 HK\$	2017 HK\$
Non-current assets			
Plant and equipment	(9)	214,888	403,774
Current assets			
Inventories	(10)	15,086	23,391
Accounts and other receivables	(11)	465,983	894,149
Fixed deposits	(12)	3,535,779	3,498,094
Cash and cash equivalents	(12)	3,551,980	2,751,257
		7,568,828	7,166,891
Current liabilities			
Other payables	(13)	283,394	319,654
Amounts due to Wai Ji Christian Service	(14)	147,454	136,036
Deferred income – Social Welfare Department grants	(15)	214,888	403,774
		645,736	859,464
Net current assets		6,923,092	6,307,427
Net assets		7,137,980	6,711,201
Funds			
Accumulated funds		7,137,980	6,711,201

The financial statements were approved and authorised for issue by the Board of Directors on 20 November, 2018 and are signed on its behalf by:


Chung Chi Wai
Chairperson

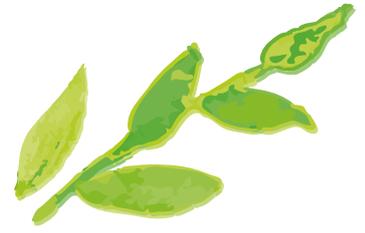

Leung Yu Fui
Director

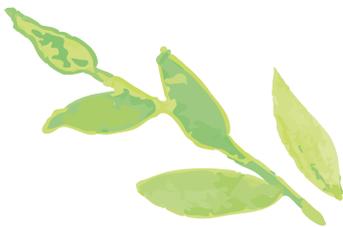
P. 7

WAI JI HONG YIP COMPANY LIMITED
廣智匯康有限公司
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH, 2018

	2018 HK\$	2017 HK\$
Operating activities		
Surplus for the year	426,779	804,427
Adjustments for:		
Depreciation	188,886	188,886
Interest income	(57,174)	(31,367)
Operating surplus before changes in working capital	558,491	961,946
Decrease in inventories	8,305	5,554
(Decrease)/ (Increase) in accounts and other receivables	428,166	(497,149)
(Decrease)/ (Increase) in other payables	(36,260)	10,101
Increase/ (Decrease) in amounts due to Wai Ji Christian Service	11,418	(34,114)
(Decrease)/ increase in deferred income	(188,886)	403,774
Cash flow generated from operating activities	781,234	850,112
Investing activities		
Interest received	57,174	31,367
Increase in fixed deposits	(37,685)	(1,062,218)
Purchases of plant and equipment	-	(592,690)
Cash flow generated from/ (used in) investing activities	19,489	(1,623,511)
Net increase/ (decrease) in cash and cash equivalents	800,723	(773,399)
Cash and cash equivalents at the beginning of the year	2,751,257	3,524,656
Cash and cash equivalents at the end of the year	3,551,980	2,751,257
Analysis of balances of cash and cash equivalents		
Cash and bank balances	3,551,980	2,751,257

P. 8





WAI JI HONG YIP COMPANY LIMITED
 禱德理業有限公司
 STATEMENT OF CHANGES IN FUNDS
 FOR THE YEAR ENDED 31 MARCH, 2018

	Accumulated funds
	HK\$
As at 1 April, 2016	5,906,774
Surplus for the year	804,427
As at 31 March, 2017 and at 1 April, 2017	6,711,201
Surplus for the year	426,779
As at 31 March, 2018	7,137,980

WAI JI HONG YIP COMPANY LIMITED
 禱德理業有限公司
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 MARCH, 2018

1. General information

The Company is a company limited by guarantee incorporated in Hong Kong. The address of Company's registered office and principal place of operation is located at G/F., 9-15 Tung Hoi House, Tai Hang Tung Estate, Shek Kip Mei, Kowloon, Hong Kong.

The financial statements are presented in Hong Kong dollars, which is also the functional currency of the Company.

During the year, the principal activities of the Company are creating employment opportunities for people with disabilities through its provision of cleansing services, the operation of a foot spa shop, a hair salon and direct sales.

2. Application of new and revised Hong Kong Financial Reporting Standards

These financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards ("HKFRSs"), which collectively 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"), accounting principles generally accepted in Hong Kong and the requirements of the Hong Kong Companies Ordinance.

The HKICPA has issued certain new, revised and amendments to HKFRSs that are first effective for the current accounting period of the Company. Of these, the following developments are relevant to the Company's financial statements.

- Amendments to HKAS 7, *Statement of cash flows: Disclosure initiative*
- Amendments to HKAS 12, *Income taxes: Recognition of deferred tax assets for unrealised losses*
- Annual Improvements to HKFRSs 2014-2016 Cycle

The application of the new, revised and amendments to HKFRSs in the current year has had no material effect on the Company's financial performance and positions for the current and prior year and on the disclosures set out in these financial statements.

The following new standards and amendments to existing standards, which may be relevant to the Company's operations, have been issued but are not effective for the year and have not been early adopted:

	Effective for accounting periods beginning on or after
HKFRS 9, Financial Instruments	1 January, 2018
HKFRS 15, Revenue from contracts with customers	1 January, 2018
Amendments to HKFRS 2, Share-based payment: Classification and measurement of share-based payment transactions	1 January, 2018
Amendments to HKAS 40, Investment property: Transfers of investment property	1 January, 2018
HK(IFRIC) 22, Foreign currency transactions and advance consideration	1 January, 2018
HKFRS 16, Leases	1 January, 2019
HK(IFRIC) 23, Uncertainty over income tax treatments	1 January, 2019

Among the above, the two below new standards are of higher relevancy to the Company's operations. The following describes the key changes that may impact the financial statements of the Company.

2. Application of new and revised Hong Kong Financial Reporting Standards (continued)

HKFRS 9, Financial Instruments

HKFRS 9 introduces new requirements for the classification and measurement of financial assets, financial liabilities, general hedge accounting and impairment requirements for financial assets.

Key requirements of HKFRS 9 which are relevant to the Company are related to the impairment of financial assets. HKFRS 9 requires an expected credit loss model, as opposed to an incurred credit loss model under HKAS 39 "Financial Instruments: Recognition and Measurement". The expected credit loss model requires an entity to account for expected credit losses and changes in those expected credit losses at each reporting date to reflect changes in credit risk since initial recognition. In other words, it is no longer necessary for a credit event to have occurred before credit losses are recognised.

The directors of the Company have reviewed the Company's financial assets as at 31 March, 2018 and anticipate that the application of HKFRS 9 in the future may result in early recognition of credit losses based on expected loss model in relation to the Company's financial assets measured at amortised cost and is not likely to have other material impact on the results and financial position of the Company based on an analysis of the Company's existing business model.

HKFRS 16, Leases

HKFRS 16 will result in almost all leases being recognised on the balances sheet, as the distinction between operating and finance leases is removed. Under the new standard, an asset (the right to use the leased item) and a financial liability to pay rentals are recognised. The only exceptions are short-term and low-value leases.

The accounting for lessors will not significantly change. The standard will affect primarily the accounting for the Company's operating leases. As at the reporting date, the Company has non-cancellable operating lease commitments. However, the Company has not yet determined to what extent these commitments will result in the recognition of an asset and a liability for future payments and how this will affect the Company's surplus and classification of cash flows. Some of the commitments may be covered by the exception for short-term and low-value leases and some commitments may relate to arrangements that will not qualify as leases under HKFRS 16.

The new standard is mandatory for financial years commencing on or after 1 January, 2019. At this stage, the Company does not intend to adopt the standard before its effective date.

P. 11

3. Significant accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, except for certain financial instruments, which are stated at their fair value, as explained in the respective accounting policy as set out below.

The preparation of the 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 expenses. 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.

Judgements made by management in the application of HKFRSs that have significant effect on the financial statements and estimates with significant risk of material adjustments in the next year are discussed in note 4.

Revenue

Revenue is recognised when it is probable that the economic benefits will flow to the Company and when the revenue can be measured reliably, on the following bases:

- (i) Sale of goods is recognised when the goods are delivered and the significant risks and rewards of ownership of the goods has passed to the customers.
- (ii) Service fee income is recognised when the services are provided.
- (iii) Interest income is recognised as it accrues using the effective interest method.
- (iv) Subvention income is recognised when the right to receive payment is established.

Plant and equipment

Plant and equipment are stated at cost less subsequent accumulated depreciation and subsequent accumulated impairment losses, if any.

The plant and equipment are depreciated using the straight-line method over their estimated useful lives as follows:

Leasehold improvements	Over the unexpired lease term or 10 years whichever is shorter
Furniture and equipment	5 years
Computer equipment	3 years

An item of plant and equipment is derecognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds, if any, and the carrying amount of the item) is included in surplus or deficit in the year in which the item is derecognised.

P. 12





3. Significant accounting policies (continued)

Accounts and other receivables

Accounts and 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, except where the receivables are interest-free loans made to related parties without any fixed repayment terms or the effect of discounting would be immaterial. In such cases, the receivables are stated at cost less allowance for impairment of doubtful debts.

Inventories

Inventories are stated at the lower of cost and net realisable value. Cost is determined using the first-in-first-out. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion and the estimated costs necessary to make the sale.

When inventories are sold, the carrying amount of those inventories is recognised as an expense in the period in which the related revenue is recognised. The amount of any write-down of inventories to net realisable value and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

Impairment of financial assets

The Company assesses at the end of each reporting period whether there is objective evidence that a financial asset or group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a loss event) and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

Evidence of impairment may include indications that the debtors or a group of debtors is experiencing significant financial difficulty, default of delinquency in interest or principal payments, the probability that they will enter bankruptcy or other financial reorganisation, and where observable data indicate that there is a measurable decrease in the estimated future cash flows, such as changes in arrears or economic conditions that correlate with defaults.

For loans and receivables category, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced and the amount of the loss is recognised in the consolidated income statement. If a loan or held-to-maturity investment has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract. As a practical expedient, the Company may measure impairment on the basis of an instrument's fair value using an observable market price.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised (such as an improvement in the debtor's credit rating), the reversal of the previously recognised impairment loss is recognised in the statement of comprehensive income.

3. Significant accounting policies (continued)

Impairment of non-financial assets

At the end of each reporting period, the Company reviews internal and external sources of information to determine whether its tangible non-financial assets have suffered an impairment loss or impairment loss previously recognised no longer exists or may be reduced. If any such indication exists, the recoverable amount of the asset is estimated, based on the higher of its fair value less cost of disposal to sell and value in use. Where it is not possible to estimate the recoverable amount of an individual asset, the Company estimates the recoverable amount of the smallest group of assets that generates cash flows independently (i.e. cash generating unit). If the recoverable amount of an asset or a cash generating unit is estimated to be less than its carrying amount, the carrying amount of the asset or cash generating unit is reduced to its recoverable amount. Impairment losses are recognised as an expense immediately. A reversal of impairment loss is limited to the carrying amount of the asset or cash-generating unit that would have been determined had no impairment loss been recognised in prior years. Reversal of impairment loss is recognised as income immediately.

Cash and cash equivalents

For the purpose of the statement of cash flows, cash and cash equivalents represent cash at bank and on hand, demand deposits with banks and other financial institutions, and short-term highly liquid investments which are readily convertible into known amounts of cash and subject to an insignificant risk of change in value, with original maturities of three months or less. Bank overdrafts which are repayable on demand and form an integral part of the Company's cash management are also included as a component of cash and cash equivalents.

Accounts and other payables

Accounts and other payables are initially stated at their fair value and subsequently measured at amortised cost using the effective interest method unless the effect of discounting would be immaterial, in which case they are stated at cost.

Leases

Operating leases

Leases where substantially all the rewards and risks of ownership of assets remain with the lessor are accounted for as operating leases. Where the Company is the lessee, rentals payable under operating leases are charged to statement of comprehensive income on the straight-line basis over the lease terms.

Government grants

Government grants are recognised when there is reasonable assurance that the grants will be received and all attaching conditions will be complied with. When the grant relates to an expense item, it is recognised as income over the periods necessary to match the grant on a systematic basis to the costs that it is intended to compensate. Where the grant relates to an asset, the grant is credited to a deferred income account and is released to statement of comprehensive income over the expected useful life of the relevant asset by deducted from the carrying amount of the asset and released to statement of comprehensive income by way of a reduced depreciation charge.

3. Significant accounting policies (continued)

Related parties

A person or an entity is related to the Company if:

- (a) A person, or a close member of that person's family, is related to the Company if that person:
 - (i) has control or joint control over the Company;
 - (ii) has significant influence over the Company; or
 - (iii) is a member of the key management personnel of the Company or the Company's parent.
- (b) An entity is related to the Company if any of the following conditions applies:
 - (i) The entity and the Company 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 one of those entities and the other entity is a member of the same group);
 - (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 Company or an entity related to the Company;
 - (vi) The entity is controlled or jointly controlled by a person identified in (a);
 - (vii) A person identified in (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 Company or to the Company's parent.

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.

Employee benefits

Salaries, bonuses, paid annual leave, contributions to defined contribution retirement plans and the cost of non-monetary benefits are accrued in the year in which the associated services are rendered by employees. Where payment or settlement is deferred and the effect would be material, these amounts are stated at their present value.

4. Critical accounting estimates and judgements

The Company makes estimates and assumptions concerning the future. The estimate and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Allowance for impairment of accounts receivables

Allowance for impairment of accounts receivables are assessed and provided based on the Company's regular review of ageing analysis and evaluation of collectibility. A considerable level of judgement is exercised by the Company when assessing the creditworthiness and past collection history of each individual customer. Any increase or decrease in the allowance for impairment of accounts receivables would affect surplus or deficit in future years.

Plant and equipment and depreciation

The Company determines the estimated useful lives and related depreciation charges for the Company's plant and equipment. This estimate is based on the historical experience of the actual useful lives of plant and equipment of similar nature and functions. The Company will revise the depreciation charge where useful lives are different to those previously estimated, or it will write off or write-down technologically obsolete or non-strategic assets that have been abandoned or sold.

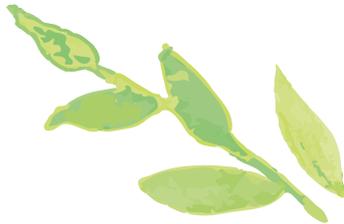
Valuation and impairment of inventories

Inventories are stated at the lower of cost and net realisable value. Net realisable value is determined on the basis of the estimated selling price less the estimated costs necessary to make the sale. In addition, the directors perform an inventory review on a product-by-product basis regularly and assess the need for write down of inventories. Any impairment loss and reversal of impairment loss on inventories require directors' judgements, assumptions and estimates.

5. Revenue and other income

	2018 HK\$	2017 HK\$
Revenue:		
Sale of goods	452,889	556,059
Service income	2,649,115	2,865,822
	<u>3,102,004</u>	<u>3,421,881</u>
Other income:		
Subvention income	410,506	855,854
Deferred income on capital expenditure	188,886	*
Interest income	57,174	31,367
Sundry income	2,895	68,117
	<u>659,461</u>	<u>955,338</u>





WAI JI HONG YIP COMPANY LIMITED
廣智匠業有限公司
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

6. Surplus for the year

	2018 HK\$	2017 HK\$
Surplus for the year is arrived at after charging the following items:		
(a) Staff costs	1,745,227	1,871,680
Staff salaries and allowances		89,820
Contributions to the Mandatory Provident Fund		
Total staff costs	1,829,732	1,961,500
(b) Other items	22,625	24,200
Auditor's remuneration	188,886	188,886
Depreciation	193,400	195,000
Operating lease rentals – shops		

7. Taxation

No provision for Hong Kong profits tax has been made in the financial statements as the Company, being a non-profit-making organization by character, is exempt from Hong Kong profits tax under Section 88 of the Inland Revenue Ordinance.

8. Benefits and interests of directors

The following information is disclosed pursuant to section 383(1) of the Hong Kong Companies Ordinance and Part 2 and 3 of the Companies (Disclosure of Information about Benefits of Directors) Regulation as follows:

Directors' remuneration

The directors received no remuneration for their services to the Company during the year (2017: Nil).

WAI JI HONG YIP COMPANY LIMITED
廣智匠業有限公司
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

9. Plant and equipment

	Leasehold improvements HK\$	Furniture and equipment HK\$	Computer equipment HK\$	Total HK\$
Cost				
At 1 April, 2017	768,908	127,910	17,000	913,818
Additions	-	-	-	-
At 31 March, 2018	768,908	127,910	17,000	913,818
Accumulated depreciation				
At 1 April, 2017	428,468	75,910	5,666	510,044
Charge for the year	170,220	13,000	5,666	188,886
At 31 March, 2018	598,688	88,910	11,332	698,930
Net book value				
At 31 March, 2018	170,220	39,000	5,668	214,888
Cost				
At 1 April, 2016	288,248	62,910	-	321,158
Additions	510,660	65,000	17,000	592,660
At 31 March, 2017	768,908	127,910	17,000	913,818
Accumulated depreciation				
At 1 April, 2016	288,248	62,910	-	321,158
Charge for the year	170,220	13,000	5,666	188,886
At 31 March, 2017	428,468	75,910	5,666	510,044
Net book value				
At 31 March, 2017	340,440	52,000	11,334	403,774

10. Inventories

Inventories comprise entirely of stock for sale (2017: HK\$23,391).

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

11. Accounts and other receivables

	2018 HK\$	2017 HK\$
Accounts receivables	296,855	147,805
Other receivables	71,134	3,801
Subvention receivable	43,798	685,652
Prepayments	15,000	18,271
Rental and utilities deposit	39,196	38,620
	<u>465,983</u>	<u>894,149</u>

The Company allows a credit period of 30 days from the date of billing to its customers.

The aging analysis of the carrying amounts of accounts receivables that are neither individually nor collectively considered to be impaired is as follows:

	2018 HK\$	2017 HK\$
Neither past due nor impaired	186,472	91,784
Past due but not impaired:		
One to six months	103,134	56,021
Six months to one year	5,249	-
	<u>296,855</u>	<u>147,805</u>

Receivables that were neither past due nor impaired relate to customers that have no recent history of default. Receivables that were past due but not impaired relate to customers that have a good track record with the Company. Based on past experience, management believes that no impairment allowance is necessary in respect of these balances as there has not been a significant change in credit quality and the balances are expected to be fully recoverable.

12. Fixed deposits and cash and cash equivalents

	2018 HK\$	2017 HK\$
Time deposits	3,535,779	3,468,094
Cash and cash equivalents		
- Current and saving accounts	3,523,472	2,719,386
- Cash in hand	28,508	31,871
	<u>3,551,980</u>	<u>2,751,257</u>

Cash and cash equivalents comprise cash held by the Company and short-term bank deposits with an original maturity of three months or less.

P. 19

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

13. Other payables

	2018 HK\$	2017 HK\$
Accruals and other payables	156,919	197,779
Receipt in advance	126,475	121,875
	<u>283,394</u>	<u>319,654</u>

14. Amounts due to Wai Ji Christian Service

The amounts are unsecured, non-interest bearing and without fixed repayment terms.

15. Deferred income – Social Welfare Department (“SWD”) grants

	2018 HK\$	2017 HK\$
Balance brought forward	403,774	-
Grant income received from SWD	-	403,774
Transfer to income on capital expenditure (note 5)	(188,886)	-
	<u>214,888</u>	<u>403,774</u>

Balance represented unrecognized portion of government grants received. The recognition of government grants is in accordance with the depreciation charge under operating expense for the project which the amounts to be recognized will be released from this account.

16. Operating lease arrangements

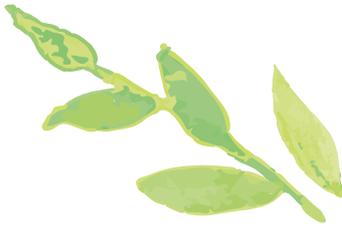
The Company entered into operating lease on its shop. This lease has an average life of one year.

At 31 March, 2018, the Company had total future minimum lease payments under non-cancellable operating lease falling due as follows:

	2018 HK\$	2017 HK\$
Within one year	180,000	180,000
In the second to fifth years, inclusive	-	180,000
	<u>180,000</u>	<u>360,000</u>

P. 20





WAI JI HONG YIP COMPANY LIMITED
匯豐匯業有限公司

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

17. Related party transactions

In addition to the transactions and balances disclosed elsewhere in these financial statements, the Company had the following transactions with its related parties during the year:

Related party	Nature of transactions	2018 HK\$	2017 HK\$
Wai Ji Christian Service	Sales of goods	140,186	177,869
	Sub-contracting fee paid	463,008	459,622

All directors of the Company are also the directors of the related party.

18. Financial risk management objectives and policies

Exposure to credit and liquidity risks arises in the normal course of the Company's business. These risks are limited by the Company's financial management policies and practices described below.

Credit risk

The Company's credit risk is primarily attributable to accounts receivables. The Company has policies in place to ensure that sales of products are made to customers with an appropriate credit history. The Company does not obtain collateral from customers. The exposure to these credit risks are monitored on an ongoing basis.

The percentage of accounts receivables due from the Company's largest accounts debtor and due from the Company's five largest accounts debtors in aggregate to the Company's total accounts receivables are as follows:

	2018 %	2017 %
Due from the Company's largest accounts debtor	27	25
Due from the Company's largest five accounts debtors	49	52

Further quantitative disclosures in respect of the Company's exposure to credit risk arising from accounts receivables are set out in note 11 to the financial statements.

WAI JI HONG YIP COMPANY LIMITED
匯豐匯業有限公司

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2018

18. Financial risk management objectives and policies (continued)

Liquidity risk

In the management of the liquidity risk, the Company monitors and maintains a level of cash and cash equivalents deemed adequate by management to finance the Company's operations and mitigate the effects of fluctuations in cash flows. The following table details the Company's remaining contractual maturity for its financial liabilities. For non-derivatives financial liabilities, the table has been drawn up based on the undiscounted cash flows of financial liabilities based on the earliest date on which the Company can be required to pay. The table includes both interest and principal cash flows.

	Carrying amount HK\$	Total contractual undiscounted cash flow HK\$	Less than one year HK\$
As at 31 March, 2018			
Other payables	283,394	283,394	283,394
Amounts due to Wai Ji Christian Service	147,454	147,454	147,454
	430,848	430,848	430,848
As at 31 March, 2017			
Other payables	319,654	319,654	319,654
Amounts due to Wai Ji Christian Service	136,036	136,036	136,036
	455,690	455,690	455,690

19. Funds management

The Company's financial account includes the account on the accumulated surplus of the Company as described on page 9 of the financial statements. It is the Company's objective to maintain sufficient funds to safeguard the Company's ability to continue as a going concern and to support its current and future operating expenditure requirements.

WALJI HONG YIP COMPANY LIMITED
廣智匯業有限公司

DETAILED STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH 2018
(FOR MANAGEMENT PURPOSE ONLY)

	2017	2018	2017	2018
	HKS	HKS	HKS	HKS
Sales of goods	382,082	11,767	5,523	462,669
Service income	382,082	1,165,070	182,719	2,666,822
		1,547,152	188,242	3,129,491
Cost of sales		(8,058)	(2,560)	(10,618)
Gross profit	382,082	1,539,094	185,682	3,118,873
Other income	6,720	20,169	18,298	31,367
Subvention income	-	-	410,500	455,654
Deferred income	-	-	188,886	68,117
Sundry income	272	607	2,016	2,859
	8,992	20,776	599,302	655,339
Selling and distribution costs	3,745	-	-	26,659
Mandatory provident fund contribution	73,728	6,285	12,000	44,900
Sub-contracting fee	83,436	-	177,868	296,748
Salaries and allowances	4,578	13,738	477,205	580,247
Travel expenses	-	-	21,001	38,652
Phone and internet	-	-	1,075	2,700
Subvention	-	-	180,300	165,000
License fee	-	-	-	12,000
Utilities	-	-	4,904	20,559
Printing and stationery	-	-	183,886	186,086
Production costs	168,026	22,023	15,237	13,140
		245,150	954,931	1,423,411
Administrative expenses	4,168	7,156	6,291	22,628
Insurance premium	2,040	15,456	7,784	27,669
Mandatory provident fund	40	36,975	18,947	63,011
Office supplies	4,188	113	8,002	5,541
Printing and stationery	74,601	14,700	1,710	25,396
Salaries and allowances	4,047	753,820	411,160	1,324,849
Staff training	9,415	12,462	7,618	6,640
Sub-contracting fee	30,000	133,308	247,718	339,569
Sundry expenses	16,366	30,000	16,800	59,688
Traveling expenses	16,366	15,268	10,689	43,119
	115,245	1,032,201	738,138	1,992,133
Surplus for the year	110,735	160,812	(17,370)	426,775

WALJI HONG YIP COMPANY LIMITED
廣智匯業有限公司

DETAILED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 MARCH 2018
(FOR MANAGEMENT PURPOSE ONLY)

	2017	2018	2017	2018
	HKS	HKS	HKS	HKS
Non-current assets				
Plant and equipment	-	-	214,888	214,888
Current assets				
Trade receivables	78,472	81,569	14,822	26
Accounts receivable	-	-	28,855	16,588
Amounts due from/to	1,244,058	3,039,325	2,647,536	307,993
General bank	(170,389)	307,508	(228,277)	22,484
Amounts due from other services	-	-	(802)	-
Subvention receivable	-	-	43,798	(5,527,250)
Deposits and fixed deposits	73,765	60,703	3,298	64,198
Cash and bank	1,225,807	4,088,734	2,241,499	3,538,779
			(86,307)	2,751,257
Current liabilities				
Trade and other payable	33,156	21,489	123,592	6,193
Accounts due to Walji	105,321	12,148	(11,226)	405
Deferred income	-	-	-	30,005
Social liabilities	-	-	-	147,554
Department gains	-	-	-	214,888
	143,516	33,637	(5,995)	151,005
Net current assets	1,082,391	4,055,097	2,746,504	6,923,092
Net assets	1,082,391	4,055,097	2,746,504	6,923,092
Represented by:				
Accumulated funds	1,082,391	4,055,097	2,746,504	6,923,092



中央統籌辦公室



中央統籌辦公室

九龍深水埗元州邨元康樓 1 樓

電話：2360 0173

傳真：2360 0165

九龍西區辦事處



汽車清潔 / 清潔服務 / 天然手工皂及環保產品

九龍深水埗元州邨元康樓 1 樓

電話：2729 0178

傳真：2708 4424

沙田區辦事處



汽車清潔 / 清潔服務 / 手工藝製作

新界沙田大圍美田邨美景樓地下

電話：2634 5666

傳真：2634 5626

新界西區辦事處



汽車清潔及智快髮

新界元朗朗屏邨賀屏樓地下 5-8 號

電話：2443 3830

傳真：2470 6191

清潔服務 / 手工藝製作 / 派遞

新界元朗朗屏邨悅屏樓 216-226 室

電話：2477 6900

傳真：2470 1276

網頁：www.wjhy.com.hk

電郵：wjhy@wjhy.com.hk



懷智匠業官網



新界屯門青松觀道
屯門醫院主座地下大堂 1 舖

電話：2360 0173

傳真：2360 0165



九龍長沙灣
福華街 623 號地下

電話：2944 5080

傳真：2360 0165



懷智匠業 FB 專頁