

懷智匡業有限公司

2018-2019 年報



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
天然手工皂及環保產品	12
+HK 香港有禮	12
員工及訓練員心聲	13
週年聚餐活動	15
宣傳活動	
「商界展關懷」社區伙伴合作展 2019	19
手工藝、天然手工皂及環保產品銷售與推廣	20
客戶贈言	21
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。(項目日期：1/6/2016至今31/5/2019)

▶ 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
梁佳樂先生



副主席
鍾志煒先生



董事
梁耀發先生



董事
李曾慧平教授



董事
鍾建強工程師

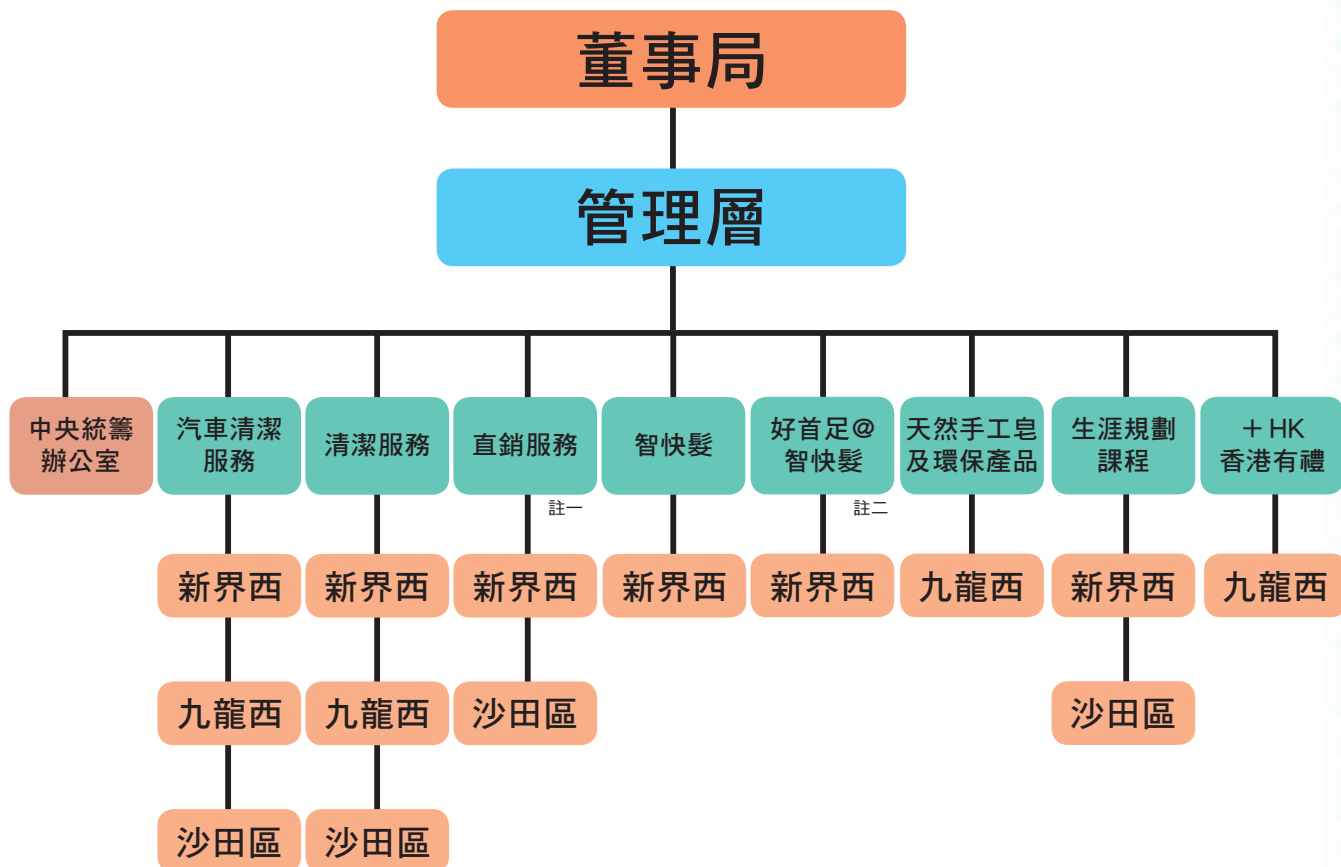


董事
鄭心美女士



董事
陳廣發先生

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

(截至2019年3月31日)

總幹事 (兼任管理)

胡定邦

督導主任 (兼任管理)

盧家華

項目主任

周曉晴

營運主任

李潘捷

營運助理

張鳳妹 許桂娟 劉煥好 張連好 梁麗嫦 盧潔梅

髮型師

劉錦華

店長

胡日東

店員

方允佩 梁珈瑜 陳尚賢

服務員

陳麗娟 李靜雯 馮瑞林 林建倫 李耀華 凌肖基
蕭志和 劉國明 郭婉珊 胡俊龍 陳智民 趙素英
黃惠儀 黃雪雲 林欣欣

店務助理

曾秀蘭 林雪盈 吳澧宜 黃文鳳 黃柏詠 張文通
黃楚堯

店舖助理

李浚堯 李美珠 施雍樂 盧文狄

主席報告



梁佳樂先生

懷智匡業有限公司（下稱「匡業」）自2002年5月成立以來，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目標及使命，輾轉已經度過十多個年頭。我們一直透過業務發展為殘疾人士提供不同的工作機會和職業訓練，以期提升他們的技能為就業做好準備。

時至今日，我們已發展了清潔服務、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、在長沙灣的好首足@智快髮業務、天然手工皂及環保產品及生涯規劃工作體驗課程等固有業務。

於2018年末，「匡業」更與德翰產品開發有限公司（德翰）合作競投星光大道小賣攤檔等新業務。項目發展多元化，切合不同需求。展望未來——「匡業」殘疾員工正面對老化問題，本公司將逐步嘗試開拓及結合殘疾人士藝術潛能的新業務，提供不同的發展方向，協助他們自力更生以展開更豐盛人生。

「匡業」今年度聘請了39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768人次，合共36,721小時的工作訓練。

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、政府部門、客戶和合作伙伴長久以來對本公司的支持和信任。最後，本人感謝全體員工一直以來的付出成就了今天的「匡業」。

願一切榮耀、頌讚都歸給我們在天上的父。

業務報告

新界西

林小燕經理、蔡啟然經理

■ 汽車清潔業務

自2002年起，懷智匡業有限公司提供汽車清潔業務，至今已有十七年。汽車清潔業務一直堅持著「發揮自己所長，為客戶做到好」的宗旨，為客戶提供優質的汽車清潔業務。能持續提供服務十多年，全因廣大客戶對本社企的支持、一班殘疾人士用心工作及導師們悉心教導，在此感謝大家的支持。



本社企汽車清潔業務遍佈元朗警署、屯門醫院及博愛醫院，每月汽車數量約 200 架。在2018-2019年度，本社企營業額超過\$128萬，並為殘疾人士創造了不少就業和訓練機會，共聘請8位殘疾員工擔任汽車清潔工作。透過不同場地的洗車工作，不少市民也能透過親自接觸見證到殘疾人士的才能。

作為一間關愛員工的社企，本社企十分重視殘疾員工的福利，因此每年也會舉辦多項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，亦會舉辦不同員工活動及春茗等，促進團隊合作及建立愉快工作間。由於殘疾員工開始老化，出現人手短缺，我們現時調整營運流程，引入輔助器材，協助殘疾員工進行洗車；亦會為有需要的殘疾僱員作出退休或轉行的準備。

此外，本社企亦為工場及輔助就業服務提供汽車清潔訓練，讓一班有興趣加入洗車訓練的服務使用者於實際工作環境能接受洗車訓練，學習不同工作技能。經過培訓，合適的服務使用者會有機會加入本社企或於公開市場就業。

■ 清潔業務



清潔業務於2018-2019年度的全年總營業額接近41萬元，較上年度增9.6%，超越預期目標。在各方公及私營公司競爭下，年度營業額能有理想增長，全有賴整個團隊合作的成果。當中以教會清潔服務的收入最為理想，佔總收入38.5%，其次是學校恆常清潔服務佔總收入19.5%，中西醫療中心佔總收入20%，國際義工服務團體佔總收入15.4%、餘下尚有復康機構及家居散清佔總收入6.6%等。我們仍會繼續開拓復康服務團體、商業辦公室、教會清潔及打蠟清潔服務工作。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裝備自己，嘗試參與不同清潔點實地培訓，提升個人工作技能，未來有機會受聘於匡業或對外公開就業。

本年度清潔業務每月平均營業額約3萬4千多。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114人次，較上年度增加8.5%。



本年度我們共聘用2名健全人士、1名全職及3名兼職時薪殘疾人士。匡業持續聘用殘疾人士，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多元化工序培訓機會，如課室清潔技巧、社區中心清潔吸塵、打蠟技巧、輔助行動器材清潔等，協助提升他們的個人工作技能。去年共有151名服務使用者人次，參與我們的清潔訓練，總訓練時數達7,469.5小時。

期望保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，為業務帶來生力軍、清潔技巧得以傳承。按需要檢視現有的工作點，適當調節工序，配合不同能力及體能限制的服務使用者。每年定期舉辦職業安全健康培訓講座，讓服務使用者溫故知新學習，強化他們職安健工作意識，減低勞損機會及受傷風險。

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、活動紀念品、節日賀卡製作、派遞及代購服務。2018-2019年度總營業額超過39萬3千元。較預期目標增加22%，我們共僱用了2名殘疾人士協助處理各業務，當中包括2018年9月新學年教材套訂購、短期食物援助服務計劃、酒店、地產、食品店、設計公司及補習社宣傳單張派遞服務、手工藝課程等。

■ 手工藝禮品製作、包裝及派遞服務

過去一年，手工藝製作略為放緩，銷售相對下降，主要是今年工展會展銷攤位位置亦不理想，經過人流較少，相比去年銷售額下降；全年外出展銷次數與去年減少，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53屆維園工展會、城大展銷、荔枝角LabsterMart 創新市集展銷、沙田可樂廠手工藝展銷、天星碼頭展銷、大埔科學園展銷、鄧兆棠中學展銷及錦上路跳蚤市場攤檔展銷手工藝品等。年度承接協康會水邊圍中心、大窩口服務中心及馬鞍山服務中心教授手工藝班。另安排朗藝坊中秋及四屏聯合春茗活動聚餐上推廣，效果滿意。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、繩結飾物、襪子娃娃、陶瓷飾物及十字繡飾物等。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殘疾人士。



派遞服務主力替嘉湖海逸酒店、中原地產、毅青書局、肥仔優質食材專門店、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4千元，連同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40款科技教材套予中小學生訂購，每月訂單約1萬1千元，承接警察福利服務課連工包料禮物包訂購及Glazden聖誕飾物包裝。手工藝及派遞，每月平均有5名服務使用者參與我們的訓練，總訓練時數達2,643.5小時。

▪ 汽車清潔業務

由於口碑良好及需求上升，本社企於2019-2020年度將擴展醫院露天洗車服務，為更多車主提供優質又貼心的洗車服務。此外，本隊繼續提供輔助洗車工具以協助僱員進行洗車，減少體力勞動的比例，同時亦會在不同場所增加休息設備，延長休息時間，讓僱員能在健康及安全環境下工作。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

持續關顧殘疾僱員的健康狀況，按需要檢視工作、清潔場地及訓練流程，加添合適輔助工具，工作及訓練時段安排小休及補充水份，減低恆常體力消耗。每年會舉辦職安健培訓課程，年度邀請勞工處提供酷熱天氣職安健培訓，提高僱員職安健工作意識，保障僱員的職業安全。本公司仍繼續提供不同工作培訓予服務使用者，期望能夠為清潔業務增添新成員，協助拓展業務。

▪ 直銷業務

未來手工藝製作及「喜善」產品推廣、繼續探討及發展其他新設計的手工藝，嘗試聯繫不同類型的客戶、大專院校、特殊學校、慈善團體、私人機構及基督教團體，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54屆工展會展銷和借用其他場地展銷，安排即場示範及開班教授製作手工藝品，提供各種手工藝及傷健共融培訓班，讓殘疾人士持續參與。

九龍西

湛麗翔經理

感謝新舊客戶對本區的支持，使本區業務得以平穩發展，持續為殘疾人士提供工作及訓練機會，向社區人士展現他們的工作能力和熱誠，達致社區共融。

■ 清潔業務

本年度下半年持續有新的訓練成員加入清潔隊，稍為舒緩本區人手緊張的壓力，令本區的清潔業務能平穩發展。感謝聖公會基福小學多年來對本區及殘疾人士的支持，持續為學校提供校舍清潔服務。另感謝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、銀杏館、新福事工協會有限公司、寶血女修會、香港青年協會青樂幼稚園幼兒園(油麻地)等的支持，提供工作及訓練機會予殘疾人士。



■ 汽車清潔業務

持續為長沙灣政府合署及元州邨停車場提供汽車清潔服務。



■ 天然手工皂及環保產品

本區持續製造及推廣天然手工皂及環保產品，透過生產訓練讓殘疾人士學習不同的工作技能。另持續參與不同界別的展銷活動，教導殘疾人士銷售技巧，向社區人士推廣產品，促進社區共融。

前瞻

感謝董事及公司一直對本區的支持，讓本區添置多部專業的清潔器材，減少員工勞損，增加工作效率。透過教導殘疾人士使用專業清潔器材，提升殘疾人士的工作能力及自我形象，並加強公司的專業形象，增加客戶信心。

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發展維持穩定。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穩定，基於海福花園車場未能供應水源，故邀請客戶駕車到本中心門外洗車。本年度使用汽車清潔服務的客戶共有12位，參與服務使用者有12位。

■ 手工藝製作

本區於本年度有8位服務使用者接受手工藝製作的訓練，學習進度理想，參與的服務使用者能夠掌握有關的技巧，全年訓練時間達3777小時。本年度本區除繼續手縫不織布藝及



十字繡產品外，亦有製作毛冷的產品作銷售及捐予相關慈善機構。本年度亦有為本機構及其他社福團體和學校等製作活動名牌或紀念品。手工藝產品主要在工展會展銷及錦上路跳蚤市場作寄賣，本年度工展會展銷有不錯的銷售額。

■ 清潔業務

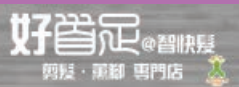
本年度本區繼續為東華三院愛烘焙中心提供辦公室清潔服務。本年度共有3位服務使用者接受清潔工作訓練，全年的訓練時間達760小時，服務使用者的清潔技巧有所提升。

前瞻

本區於來年度會繼續維持現有客戶，定期到場監察服務使用者的清潔質素，為服務使用者提供清潔工作技巧培訓，以確保維持良好的服務質素。在手工藝業務方面，除不織布產品，亦會生產毛冷系列產品，讓能力稍遜的服務使用者也能生產產品，除承接社福團體及學校訂單製作紀念品，亦會嘗試開拓新展銷場地讓手工藝產品得以推廣。

項目發展報告

好首足 @ 智快髮



承蒙社會福利署「創業展才能」撥款資助，本社企於2016/2017年度開設「好首足@智快髮」店舖，為社區人士提供剪髮、洗髮及薰腳服務，並設有銷售天然產品，為一站式個人服務平台。於2018-2019年度，本社企「好首足@智快髮」聘請了1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。過去三年，本社企得到不少社會人士、福利機構、廣大市民的支持及傳媒的採訪報導。隨著客戶多元化，本社企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，本社企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，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，本社企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。透過親身及實地接觸，客戶了解到殘疾員工的工作能力及才華，故此不少客戶也是持續惠顧。

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。轉眼間已踏入第五個年頭，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，本社企一直健康發展。為感謝客戶的支持，本社企持續特別推出多項優惠回饋客戶，一直深得客戶的支持。「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。本社企除了為客人提供專業快剪服務及護髮產品外，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四年。展望未來，本社企會積極推動到戶外展剪髮服務，為不同院舍、學校、公私營機構提供優質剪髮服務。



天然手工皂及環保產品



九龍西區持續教導殘疾人士製作天然手工皂及環保產品，積極參與不同的展銷活動，並努力研究及發展新的產品，擴闊產品種類，如氨基酸皂、潤膚膏、天然紮染等。

+HK 香港有禮

匡業九龍西區與德翰產品開發有限公司(德翰)合作的小賣攤檔「+HK 香港有禮」，於2019年初在尖沙咀星光大道開始營業，聘請了6位殘疾僱員及4位健全僱員，推廣由德翰設計及元州工場服務使用者製作的產品。



員工及訓練員心聲



曾秀蘭

智快髮員工

我叫秀蘭，我在智快髮任職店務助理已有三年多。由當初做每件事情都害怕和沒有信心，到現在能獨立處理店舖上的基本運作。這段期間我學習到當面對困難時，不要逃避。感謝導師們的教導及幫助，才可讓我勇敢面對困難。



胡俊龍

新界西員工

我係胡俊龍，好高興輔助就業服務替我找到一份汽車清潔工作轉眼就一年了，多謝不同職員教導及訓練，工作令我認識很多洗車技巧，亦可賺錢買東西，我很喜歡汽車清潔工作。

我是胡俊龍姐姐，多謝懷智匡業公司過去一年與俊龍一起成長，在此衷心致謝各位職員愛護。



趙志輝

沙田訓練員

我的名字是趙志輝，加入手工藝組已有五年，在這裡學會做一些小手工，例如福字牌，士多啤梨和大象公仔等等，又可以學習繪畫例如水彩畫。不但可以知道這些小飾物的製作過程和方法，更可訓練到怎樣用針和線，真是獲益良多啊。



鍾惠勤

新界西訓練員

我是鍾惠勤：接受清潔服務訓練已有六年多，今年五月份因自己的身體出現了問題而缺席未能接訓練，在家中感覺自己十分喜歡清潔訓練，現於九月份身體已恢復，故可重新投入清潔訓練工作，喜歡在社區工作，喜歡與不同人士接觸，亦得到人們的接受，感覺很開心。



李潘捷

九龍西員工

好多謝匡業俾呢個機會我這個外行新人，令我獲益良多。過去一年的團隊工作令我認識了這個社群，消除了誤解更學到很多相處的技巧。感謝天父，這些都令我在家中與女兒相處得更好變得更有耐性，希望將來我可以做得更多幫助到這個弱勢社群，為社會作出貢獻。



阮文祺

新界西訓練員

大家好我是阮文祺：我加入了清潔服務訓練已有一年了，我在宣道會錦繡堂及仁愛堂等學習清潔訓練，我覺得很開心，因為希望日後可以賺多些錢，可以去台灣、韓國、日本、馬來西亞等旅行，我將來會繼續努力，接受清潔訓練的工作。多謝！！！！

週年聚餐活動

本年度的週年聚餐活動於2019年3月16日(星期六)在天水圍嘉湖海逸酒店舉行。是年約有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，基督教懷智服務處元朗地區支持中心更應邀蒞臨表演精彩非洲鼓，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。



週年聚餐活動





主禮嘉賓合照



主禮嘉賓和管理層員工合照



董事和管理層員工主持祝酒儀式



新界西區一汽車清潔員工合照



新界西區一清潔服務、
派遞及手工藝員工合照

週年聚餐活動



九龍西區員工合照



沙田西區員工合照



中央統籌辦公室及「好首足@智快髮」員工合照



主禮嘉賓及來賓合照

宣傳活動

「商界展關懷」社區伙伴合作展 2019

為了宣傳社企業務及開拓合作市場，本公司參與了2019年度的「商界展關懷」社區伙伴合作展。我們以藝術發展創造工作機會和手工藝產品作主打，介紹本公司各種業務，分享合作及發展意念，力求業務更進一步。



手工藝、天然手工皂及環保產品銷售

活動 / 展銷日期	名稱
4 - 6/2018	LabsterMart 創新市集 - 青年共享空間 (D2 Place) 展銷活動
	香港城市大學學生聯會 - 福利聯賣活動
	懷智主日展銷活動
	LabsterMart 創新市集 - 青年共享空間 (D2 Place) 展銷活動
	太古可口可樂香港員工共融工作坊
	聖公會聖約瑟堂友·錦·動市集展銷會
	LabsterMart 創新市集 - 青年共享空間 (D2 Place) 展銷活動
	創業軒中環天星碼頭展銷市場
	LabsterMart 創新市集 - 青年共享空間 (D2 Place) 展銷活動
	LabsterMart 創新市集 - 青年共享空間 (D2 Place) 展銷活動
7 - 9/2018	創業軒中環天星碼頭展銷市場
	創業軒中環天星碼頭展銷市場
	創業軒中環天星碼頭展銷市場
	香港科技园公司點子市集 - 中秋篇
	創業軒中環天星碼頭展銷市場
10 - 12/2018	創業軒中環天星碼頭展銷市場
	第53屆工展會
	創業軒中環天星碼頭展銷市場
	錦上路跳蚤市場
	創業軒中環天星碼頭展銷市場
1 - 3/2019	荃灣千色店 CTBeatZ- 社墟 寄賣活動
	創業軒中環天星碼頭展銷市場
	黃大仙年宵市場
	屯門仁愛堂
	錦上路寄賣

新界西智快髮客戶心聲：

雷小姐回應智快髮服務非常良好，剪髮速度好，期望將來發展可以加設洗頭及焗油服務。



新界西汽車清潔客戶心聲：

Good attitude and hardworking team of the Wai Ji Hong Yip car wash service, delivering consistent levels of satisfaction.

Highly recommend their services.

*Dr. Fung
Tuen Mun Hospital*

九龍西區客戶心聲：

德翰產品開發有限公司創作總監黃文翰 (Joe) 及市場營銷總監李德駿 (Jerry) 表示與匡業合作良好，不論是產品加工或是星光大道小賣攤檔均有賴匡業通力支援，一眾殘疾僱員表現超出我們預期，成功達到支援殘疾人士就業及推廣傷健共融，期望將來可以與匡業增加發展不同項目。

新界西客戶感言：正意工作室



QConcept Limited

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Email: info@qconcept.com.hk

感謝社企「懷智匡業有限公司」培訓出一群具專業、有熱誠、熱心有禮、持正能量的服務人員，更無私付出為社會上一群弱勢社群提供就業機會，好讓他們學以致用融入社會、服務社會、回饋社會，從而建立關懷文化與促進社會和諧及傳承。

此外，他們還透過多年的服務經驗，為客戶提供多元化、專業、優質、高效率的服務。每位「懷智」成員持著認真的學習態度，需經過專業訓練、實習、以致確切執行到每個工作崗位上再加以發揮所長。

感謝「懷智」帶隊的同工對每位學員的悉心教導、耐性、關懷、付出及鼓勵，好讓每位學員都充滿自信地達標及完成每項任務。

本司榮幸能親身體會及見證貴機構所提供之服務以帶來雙贏的局面，特此在這向各位付出之「懷智」人員及學員表示謝意。

於未來的日子，本司以致本人期望相方能繼續長久之合作關係，相信貴機構亦一如既往秉承一顆不變的「懷智心」努力不懈地成就更多「懷智人」並一直傳承下去。

堅持『懷智心』 成就『懷智人』
《 與港人一起 創造未來 》

Patrick Ng
Director

正意工作室有限公司
QCONCEPT LIMITED





Tin Shui Wai
Alliance Kindergarten

天水圍宣道幼稚園

敬啟者：

鳴謝信

由2010年至今，本校經常使用貴處所提供的清潔服務。學校地板經過清洗及打蠟後，環境煥然一新。感謝周姑娘妥善安排服務，感謝馬姑娘一絲不苟地帶領同事及學員進行清潔服務。

謹此鳴謝！

此致
基督教懷智服務處
周淑雲姑娘



天水圍宣道幼稚園



校長：_____ 謹啟

(鄧潔良)

2019年9月4日

特別鳴謝

公司 / 機構 / 團體 (掛名不分先後)

博愛醫院
屯門醫院
元朗分區警署
15M Plus Limited 髮型連鎖集團
正意工作室有限公司
長沙灣政府合署
嘉湖海逸酒店
PURE International
聖公會基福小學
東華三院愛烘焙訓練中心
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
銀杏館
新福事工協會有限公司
寶血女修會
香港青年協會青樂幼稚園幼兒園(油麻地)
太古可口可樂香港
德翰產品開發有限公司
扶康會麗瑤成人訓練中心及麗瑤之家

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, 2019

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 - 18

范陳會計師行有限公司

FAN, CHAN & CO. LIMITED

CERTIFIED PUBLIC ACCOUNTANTS

HONG KONG

WAI JI HONG YIP COMPANY LIMITED
廣智匠業有限公司
DIRECTORS' REPORT

The directors present herewith their report and the audited financial statements for the year ended 31 March, 2019.

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, 2019 and the state of affairs of the Company as at that date are set out in the financial statements on pages 6 to 16.

Funds

Details of movements in the funds of the Company for 2019 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	梁佳樂	
Leung Yiu Fat, Allen	梁耀發	Appointed on 12 January, 2019
Kwong Sum Mei, Esther	鄺心美	Appointed on 12 January, 2019
Chan Kwong Fat	陳廣發	

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
廣智匠業有限公司
DIRECTORS' REPORT

Directors' material interests in transactions, arrangements and contracts that are significant in relation to the Company's business

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

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

During the year, Messrs. Fan, Chan & Co. resigned as auditor of the Company and Fan, Chan & Co. Limited were appointed by the directors to fill the casual vacancy so arising. A resolution to reappoint Fan, Chan & Co. Limited as auditor of the Company will be put at the forthcoming annual general meeting.

For and on behalf of the Board


Leung Kai Lok, Peter
Chairperson
Dated, 30 October, 2019



范陳會計師行有限公司
Fan, Chan & Co. Limited

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

靚智區業有限公司

(Incorporated in Hong Kong and limited by guarantee)

Opinion

We have audited the financial statements of Wai Ji Hong Yip Company Limited ("the Company") set out on pages 6 to 18, which comprise the statement of financial position as at 31 March, 2019, and the statement of comprehensive income, statement of cash flows and statement of changes in funds 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 Company 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 Standard for Private Entities ("HKFRS for Private Entities") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") 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 ("HKSAAs") 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.



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P. 3



范陳會計師行有限公司
Fan, Chan & Co. Limited

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

靚智區業有限公司

Responsibilities of Directors and Those Charged with Governance for the Financial Statements

The directors are responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRS for Private Entities issued by the HKICPA and the Hong Kong Companies Ordinance, and for ensuring that adequate accounting records are kept as 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 section 405 of the Hong Kong Companies Ordinance, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSAAs 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 HKSAAs, 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 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.



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P. 4



范陳會計師行有限公司
Fan, Chan & Co. Limited

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF WAI JI HONG YIP COMPANY LIMITED
廣智匯豐有限公司

- 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. Limited
Certified Public Accountants
Leung Kwong Kin
Practising Certificate Number: P03702

Hong Kong, 30 October, 2019



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WAI JI HONG YIP COMPANY LIMITED
廣智匯豐有限公司
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH, 2019

	Note	2019 HK\$	2018 HK\$
Revenue	(5)	2,859,600	3,102,004
Cost of sales		(8,266)	(10,615)
Gross profit		2,851,334	3,091,389
Other income	(5)	438,552	659,461
Selling and distribution costs		(1,316,774)	(1,371,938)
Administrative expenses		(2,136,489)	(1,952,133)
(Deficit) surplus for the year	(6)	(163,377)	426,779

WAI JI HONG YIP COMPANY LIMITED
廣智匯業有限公司

STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH, 2019

	Note	2019 HK\$	2018 HK\$
Non-current assets			
Plant and equipment	(9)	42,640	214,888
Current assets			
Inventories	(10)	9,820	15,086
Accounts and other receivables	(11)	380,108	485,983
Fixed deposits	(12)	4,574,476	3,535,779
Cash and cash equivalents	(12)	2,453,003	3,551,980
		7,427,407	7,588,828
Current liabilities			
Other payables	(13)	282,057	283,394
Amounts due to Wai Ji Christian Service	(14)	187,387	147,454
Deferred income – Social Welfare Department grants	(15)	26,000	214,888
		495,444	645,736
Net current assets		6,931,963	6,933,092
Net assets		6,974,603	7,137,990
Funds			
Accumulated funds		6,974,603	7,137,990

The financial statements were approved and authorised for issue by the Board of Directors on 30 October, 2019 and are signed on its behalf by:


Leung Kai Lok, Peter
Chairperson


Kwong Sum Mei, Esther
Director

P. 7

WAI JI HONG YIP COMPANY LIMITED
廣智匯業有限公司

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH, 2019

	2019 HK\$	2018 HK\$
Operating activities		
(Deficit)/ surplus for the year	(163,377)	426,779
Adjustments for:		
Depreciation	183,048	188,898
Interest income	(75,946)	(57,174)
Operating (deficit)/ surplus before changes in working capital	(46,275)	558,491
Decrease in inventories	5,266	8,305
Decrease in accounts and other receivables	75,875	428,166
Decrease in accounts and other payables	(1,337)	(36,280)
Increase in amounts due to Wai Ji Christian Service	39,933	11,418
Decrease in deferred income	(188,888)	(188,888)
Cash flow (used in)/ generated from operating activities	(115,426)	781,234
Investing activities		
Interest received	75,946	57,174
Increase in fixed deposits	(1,038,697)	(37,685)
Purchases of plant and equipment	(20,800)	-
Cash flow (used in)/ generated from investing activities	(983,551)	19,489
Net (decrease)/ increase in cash and cash equivalents	(1,098,977)	800,723
Cash and cash equivalents at the beginning of the year	3,551,980	2,751,257
Cash and cash equivalents at the end of the year	2,453,003	3,551,980
Analysis of balances of cash and cash equivalents		
Cash and bank balances	2,453,003	3,551,980

P. 8

WAI JI HONG YIP COMPANY LIMITED
匯智匯業有限公司

STATEMENT OF CHANGES IN FUNDS
FOR THE YEAR ENDED 31 MARCH, 2019

	Accumulated funds HK\$
As at 1 April, 2017	6,711,201
Surplus for the year	426,779
As at 31 March, 2018 and at 1 April, 2018	7,137,980
Deficit for the year	(163,377)
As at 31 March, 2019	6,974,603

WAI JI HONG YIP COMPANY LIMITED
匯智匯業有限公司

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

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. Basis of preparation and accounting policies

These financial statements have been prepared in accordance with the Hong Kong Financial Reporting Standard of Private Entities (HKFRS for Private Entities) issued by the Hong Kong Institute of Certified Public Accountants and the requirements of the Hong Kong Companies Ordinance. They have been prepared under the historical cost convention.

Revenue recognition

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.
- (v) Donation income for designated purpose is recognized in the accounting period for which generally matched with the related costs incurred.
- (vi) Donation income for general purpose are recognized on a cash receipt basis.

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.

2. Basis of preparation and 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.

2. Basis of preparation and 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 an indication exists, the recoverable amount of the asset is estimated, based on the higher of 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.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

2. Basis of preparation and accounting policies (continued)

Related parties

For the purpose of these financial statements, related party includes a person and entity as defined below:

- (a) A person or a close member of that person's family is related to the Company if that person:
 - (i) is a member of the key management personnel of the Company or of a parent of the Company;
 - (ii) has control over the Company; or
 - (iii) has joint control or significant influence over the reporting entity or has significant voting power in it.
- (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) either entity is an associate or joint venture of the other entity (or of a member of a group of which the other entity is a member);
 - (iii) both entities are joint ventures of a third entity;
 - (iv) either 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. If the reporting entity is itself such a plan, the sponsoring employers are also related to the plan;
 - (vi) the entity is controlled or jointly controlled by a person identified in (a);
 - (vii) a person identified in (a)(i) has significant voting power in 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.

3. Transition to the HKFRS for Private Entities

Application of the HKFRS for Private Entities

The Company's financial statements for the year ended 31 March, 2019 are its first annual financial statements prepared under accounting policies that comply with the HKFRS for Private Entities. The Company applied full Hong Kong Financial Reporting Standards (HKFRSs) to prepare its financial statements prior to the application of the HKFRS for Private Entities.

The Company's date of transition is 1 April, 2017 and the Company prepared its opening statement of financial position in compliance with the HKFRS for Private Entities at that date.

The Company has applied all the mandatory exceptions and certain of the optional exemptions from full retrospective application of the HKFRS for Private Entities when preparing these financial statements in accordance with the HKFRS for Private Entities.

There was no impact on the statement of financial position, financial performance and its cash flow at the date of transition.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

4. Key sources of estimation uncertainty

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.

5. Revenue and other income

	2019	2018
	HK\$	HK\$
Revenue:		
Sale of goods	536,890	452,889
Service income	2,322,710	2,649,115
	<u>2,859,600</u>	<u>3,102,004</u>
Other income:		
Subvention income	172,493	410,506
Deferred income on capital expenditure	188,888	188,895
Interest income	75,946	57,174
Sundry income	1,225	2,895
	<u>438,552</u>	<u>669,461</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

6. (Deficit)/Surplus for the year	2019 HK\$	2018 HK\$
(Deficit)/Surplus for the year is arrived at after charging the following items:		
(a) Staff costs		
Staff salaries and allowances	1,773,756	1,745,227
Contributions to the Mandatory Provident Fund	86,262	84,505
Total staff costs	1,860,018	1,829,732
(b) Other items		
Auditor's remuneration	20,375	22,625
Depreciation	193,048	183,866
Operating lease rentals – shops	194,400	193,400

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 (2018: Nil).

P. 15

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

9. Plant and equipment	Leasehold improvements HK\$	Furniture and equipment HK\$	Computer equipment HK\$	Total HK\$
Cost				
At 1 April, 2018	768,908	127,910	17,000	913,818
Additions	-	20,800	-	20,800
At 31 March, 2019	768,908	148,710	17,000	934,618
Accumulated depreciation				
At 1 April, 2018	598,668	88,910	11,332	698,910
Charge for the year	170,220	17,160	5,668	193,048
At 31 March, 2019	768,908	105,070	17,000	891,978
Net book value				
At 31 March, 2019	-	42,640	-	42,640
At 31 March, 2018	170,220	39,000	5,668	214,888

10. Inventories

Inventories comprise entirety of stock for sale (2018: HK\$15,066).

11. Accounts and other receivables

	2019 HK\$	2018 HK\$
Accounts receivables	265,302	296,655
Other receivables	71,330	71,134
Subvention receivable	-	43,796
Prepayments	15,000	15,000
Rental and utilities deposit	38,476	39,196
	390,108	465,983

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

P. 16

WAI JI HONG YIP COMPANY LIMITED
匯智匯業有限公司
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

12. Fixed deposits and cash and cash equivalents

	2019 HK\$	2018 HK\$
Time deposits	4,574,476	3,535,779
Cash and cash equivalents		
- Current and saving accounts	2,399,660	3,523,472
- Cash in hand	53,343	28,508
	2,453,003	3,551,980

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

13. Other payables

	2019 HK\$	2018 HK\$
Accruals and other payables	153,093	196,919
Receipt in advance	128,964	126,475
	282,057	283,394

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

	Note	2019 HK\$	2018 HK\$
Balance brought forward		214,888	403,774
Transfer to income on capital expenditure	5	(188,888)	(188,886)
Balance carried forward		26,000	214,888

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.

WAI JI HONG YIP COMPANY LIMITED
匯智匯業有限公司
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH, 2019

16. Operating lease arrangements

At 31 March, 2019, the Company had total future minimum lease payments under non-cancellable operating lease falling due as follows:

	2019 HK\$	2018 HK\$
Within one year	-	180,000

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	2019 HK\$	2018 HK\$
Wai Ji Christian Service	Sales of goods	79,256	140,196
	Sub-contracting fee paid	519,353	463,008

DETAILED STATEMENT OF COMPREHENSIVE INCOME
 FOR THE YEAR ENDED 31 MARCH, 2019
 (FOR MANAGEMENT PURPOSE ONLY)

	Direct sales HK\$	Car cleaning HK\$	+HK 香港有禮 HK\$	Cleansing services HK\$	智快髮 HK\$	好首足 HK\$	Soap selling HK\$	Central Unit HK\$	2019 HK\$	2018 HK\$
Revenue										
Sales of goods	473,775	-	-	-	7,769	4,878	50,468	-	536,890	452,889
Service income	-	876,595	82,763	1,057,110	194,415	111,827	-	-	2,322,710	2,649,115
	<u>473,775</u>	<u>876,595</u>	<u>82,763</u>	<u>1,057,110</u>	<u>202,184</u>	<u>116,705</u>	<u>50,468</u>	<u>-</u>	<u>2,859,600</u>	<u>3,102,004</u>
Cost of sales	-	-	-	-	(5,379)	(2,887)	-	-	(8,266)	(10,615)
Gross surplus	<u>473,775</u>	<u>876,595</u>	<u>82,763</u>	<u>1,057,110</u>	<u>196,805</u>	<u>113,818</u>	<u>50,468</u>	<u>-</u>	<u>2,851,334</u>	<u>3,091,389</u>
Other income										
Interest income	12,910	38,735	-	24,301	-	-	-	-	75,946	57,174
Subvention income	-	-	-	-	-	172,493	-	-	172,493	410,506
Deferred income	-	-	-	-	-	188,888	-	-	188,888	188,886
Sundry income	-	-	-	739	-	-	-	486	1,225	2,895
	<u>12,910</u>	<u>38,735</u>	<u>-</u>	<u>25,040</u>	<u>-</u>	<u>361,381</u>	<u>-</u>	<u>486</u>	<u>438,552</u>	<u>659,461</u>
Selling and distribution costs										
Mandatory provident fund	5,049	-	-	-	1,071	21,209	-	-	27,329	28,583
Repairs and maintenance	3,741	7,623	-	15,955	616	4,296	-	-	32,231	34,050
Sub-contracting fee	73,475	-	-	-	173,675	3,000	-	-	250,150	252,217
Salaries and allowances	113,638	-	-	-	21,425	424,179	-	-	559,242	589,247
Sundry expenses	-	-	-	-	8,902	17,091	-	486	26,479	34,138
Promotion materials	765	4,945	-	1,440	-	3,505	1,052	-	11,707	34,825
Shop rental	-	-	-	-	14,400	180,000	-	-	194,400	193,400
Utilities	-	-	-	-	2,862	14,269	-	-	17,131	20,559
Depreciation	-	-	-	4,160	-	188,888	-	-	193,048	188,886
Printing and stationery	-	-	-	-	214	120	-	-	334	-
Production costs	-	-	-	-	-	4,723	-	-	4,723	5,032
	<u>196,668</u>	<u>12,568</u>	<u>-</u>	<u>21,555</u>	<u>223,165</u>	<u>861,280</u>	<u>1,052</u>	<u>486</u>	<u>1,316,774</u>	<u>1,371,938</u>
Administrative expenses										
Auditors' remuneration	4,475	7,950	-	7,950	-	-	-	-	20,375	22,625
Insurance premium	2,112	17,424	50	7,668	-	-	2,700	-	29,954	27,960
Mandatory provident fund	-	28,928	1,213	28,792	-	-	-	-	58,933	55,922
Office supplies	85	48	-	27	-	-	-	-	160	541
Printing and stationery	4,309	11,083	-	6,635	-	-	-	-	22,027	26,931
Production costs	182,707	10,491	-	23,323	-	-	36,638	-	253,159	138,085
Salaries and allowances	-	593,260	80,481	540,774	-	-	-	-	1,214,515	1,164,980
Staff training	795	2,384	-	1,496	-	-	-	-	4,675	24,127
Sub-contracting fee	-	136,035	-	299,693	-	-	8,400	-	444,128	388,504
Sundry expenses	7,471	18,466	525	20,563	-	-	54	-	47,079	55,970
Telecommunication charge	608	1,824	-	1,144	-	-	-	-	3,576	2,896
Travelling expenses	20,097	5,000	-	10,533	-	-	2,278	-	37,908	43,592
	<u>222,659</u>	<u>832,893</u>	<u>82,269</u>	<u>948,598</u>	<u>-</u>	<u>-</u>	<u>50,070</u>	<u>-</u>	<u>2,136,489</u>	<u>1,952,133</u>
(Deficit)/Surplus for the year	<u>67,358</u>	<u>69,869</u>	<u>494</u>	<u>111,997</u>	<u>(26,360)</u>	<u>(386,081)</u>	<u>(654)</u>	<u>-</u>	<u>(163,377)</u>	<u>426,779</u>

DETAILED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 MARCH, 2019
(FOR MANAGEMENT PURPOSE ONLY)

	Direct sales HK\$	Car cleaning HK\$	+HK 香港有禮 HK\$	Cleansing services HK\$	智快髮 HK\$	好首足 HK\$	Soap selling HK\$	Miscel- laneous services HK\$	Central unit HK\$	2019 HK\$	2018 HK\$
Non-Current assets											
Plant and equipment	-	-	-	16,640	-	26,000	-	-	-	42,640	214,888
Current assets											
Inventories	-	-	-	-	9,503	317	-	-	-	9,820	15,086
Accounts and other receivables	35,281	20,070	82,763	107,430	1,237	4,242	9,326	-	4,953	265,302	367,989
Amounts due from/to Central Unit	1,353,379	3,620,896	(90,664)	2,821,283	(247,995)	(1,427,431)	(4,349)	(217,162)	-	5,807,957	5,527,295
Amounts due (to) / from other services units	(178,969)	316,089	-	(137,070)	(800)	-	750	-	(5,807,957)	(5,807,957)	(5,527,295)
Subvention receivable	-	-	-	-	-	-	-	-	-	-	43,798
Deposits and prepayments	1,179	269	-	-	2,576	50,900	7,429	-	62,453	124,806	54,196
Fixed deposits	-	-	-	-	-	-	-	-	4,574,476	4,574,476	3,535,779
Cash and bank	79,093	68,854	9,355	85,440	1,132	894,113	-	-	1,317,016	2,453,003	3,551,980
	<u>1,289,963</u>	<u>4,024,178</u>	<u>1,454</u>	<u>2,877,083</u>	<u>(234,347)</u>	<u>(477,859)</u>	<u>13,156</u>	<u>(217,162)</u>	<u>150,941</u>	<u>7,427,407</u>	<u>7,568,828</u>
Current liabilities											
Other payables	31,246	26,457	-	7,000	104,574	201	1,065	-	111,514	282,057	283,394
Amounts due to Wai Ji Christian Service	105,968	12,109	980	28,223	-	-	700	-	39,427	187,387	147,454
Deferred income - Social Welfare	-	-	-	-	-	26,000	-	-	-	26,000	214,888
Department grants	-	-	-	-	-	-	-	-	-	-	-
	<u>137,214</u>	<u>38,566</u>	<u>980</u>	<u>35,223</u>	<u>104,574</u>	<u>26,201</u>	<u>1,765</u>	<u>-</u>	<u>150,941</u>	<u>495,444</u>	<u>645,736</u>
Net current assets	<u>1,152,749</u>	<u>3,985,612</u>	<u>494</u>	<u>2,841,860</u>	<u>(338,921)</u>	<u>(504,060)</u>	<u>11,391</u>	<u>(217,162)</u>	<u>-</u>	<u>6,931,963</u>	<u>6,923,092</u>
Net assets	<u>1,152,749</u>	<u>3,985,612</u>	<u>494</u>	<u>2,858,500</u>	<u>(338,921)</u>	<u>(478,060)</u>	<u>11,391</u>	<u>(217,162)</u>	<u>-</u>	<u>6,974,603</u>	<u>7,137,980</u>
Represented by:											
Accumulated funds	<u>1,152,749</u>	<u>3,985,612</u>	<u>494</u>	<u>2,858,500</u>	<u>(338,921)</u>	<u>(478,060)</u>	<u>11,391</u>	<u>(217,162)</u>	<u>-</u>	<u>6,974,603</u>	<u>7,137,980</u>

中央統籌辦公室



中央統籌辦公室

九龍長沙灣元州邨元康樓 1 樓

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沙田區辦事處



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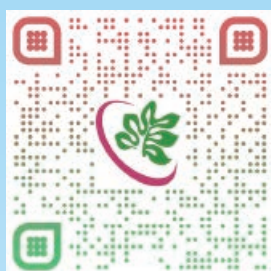
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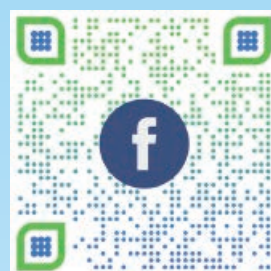
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