

香港教育工作者聯會教育機構有限公司

HONG KONG FEDERATION OF EDUCATION WORKERS EDUCATION ORGANISATION LIMITED

(INCORPORATED IN HONG KONG AND LIMITED BY GUARANTEE)

REPORT ON THE STATEMENT OF INCOME AND EXPENDITURE OF THE INTERNSHIP PROJECT

「2019 教聯內地暑期實習計劃－湖南企業」

DURING THE PERIOD FROM 8 JULY 2019 TO 7 AUGUST 2019

UNDER THE FUNDING SCHEME FOR YOUTH INTERNSHIP IN THE MAINLAND 2019-20

香港教育工作者聯會教育機構有限公司  
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INDEPENDENT AUDITOR'S REPORT

TO THE BOARD OF DIRECTORS OF

香港教育工作者聯會教育機構有限公司

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We have performed a reasonable assurance engagement to report on whether Hong Kong Federation of Education Workers Education Organisation Limited has complied with, in all material respects, the requirements set by the Youth Development Commission under the letter dated 30 January 2019 with reference number of HAB/CA1/7-5/3(2019-20)(H13-1) in respect of the Statement of Income and Expenditure of your Company's internship project 「2019教聯內地暑期實習計劃—湖南企業」("the Project") during the period from 8 July 2019 to 7 August 2019 (including the requirements to keep proper books and records and to prepare the Statement of Income and Expenditure of the Project for the period from 8 July 2019 to 7 August 2019 on page 4, and all the terms and conditions of the Youth Development Commission, as specified in the following documents:

- (a) guidelines set out in the Scheme monitored by the Youth Development Commission.
- (b) appendix 3 of the "Funding Scheme for Youth Internship in the Mainland 2019-20" ("the Scheme") monitored by the Youth Development Commission.; and
- (c) all instructions and correspondences issued by the Youth Development Commission to Hong Kong Federation of Education Workers Education Organisation Limited in respect of the Project.

**Respective responsibilities of Hong Kong Federation of Education Workers Education Organisation Limited and auditor**

The Youth Development Commission require Hong Kong Federation of Education Workers Education Organisation Limited to comply with the requirements set by them individually or collectively (including the requirements to keep proper books and records and to prepare proper Statement of Income and Expenditure of the Project), and all the terms and conditions of the Youth Development Commission, as specified in the documents mentioned in the above paragraph.

It is our responsibility to form an independent conclusion, based on our reasonable assurance engagement, and to report our conclusion to you.

**Details of the specific procedures performed are summarized as follows:**

1. We checked casts of the Statement of Income and Expenditure and compared the items on the Statement with the balances in the books and records prepared by your Company for the Project.
2. We checked the calculation of each income and expenditure item on the Statement against the supporting documents given to us.
3. We checked the expenditure items incurred for the Project with regard to the guidelines set out in the Scheme monitored by the Youth Development Commission.
4. We compared the summary of quotations prepared by your Company with the quotations from each service-provider or supplier.



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We report our findings as below:

- (a) With respect to item 1, we found that the Statement of Income and Expenditure is correctly cast and is in agreement with the books and records made available to us.
- (b) With respect to item 2, we found that all items on the Statement of Income and Expenditure are in accord with the supporting documents.
- (c) With respect to item 3, we found that all items on the Statement of Income and Expenditure are incurred according to the guidelines set out in the Scheme.
- (d) With respect to item 4, we found that the summary of quotations is properly prepared from the quotations of each service-provider or supplier.

**Basis of conclusion**

We conducted our reasonable assurance engagement in accordance with Hong Kong Standards on Assurance Engagements 3000 (Revised) "Assurance Engagements Other than Audits or Reviews of Historical Financial Information" issued by the Hong Kong Institute of Certified Public Accountants.

Our reasonable assurance engagement includes examination, on a test basis, of evidence relevant to Hong Kong Federation of Education Workers Education Organisation Limited's compliance with the requirements set by the Youth Development Commission (including the requirements to keep proper books and records and to prepare proper Statement of Income and Expenditure of the Project), and all the terms and conditions of Youth Development Commission, as specified in the documents mentioned in the above first paragraph. It also includes an assessment of the significant estimates and judgements made by Hong Kong Federation of Education Workers Education Organisation Limited in the preparation of the Statement of Income and Expenditure of the Project, and of whether the accounting policies have followed the requirements of Youth Development Commission, consistently applied and adequately disclosed.

We planned and performed our reasonable assurance engagement so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give our conclusion as to whether Hong Kong Federation of Education Workers Education Organisation Limited has complied with, in all material respects, the requirements set by the Youth Development Commission (including the requirements to keep proper books and records and to prepare proper Statement of Income and Expenditure of the Project), and all the terms and conditions of Youth Development Commission, as specified in the documents mentioned in the above first paragraph. In forming our conclusion, we also evaluated the overall adequacy of the presentation of information in the Statement of Income and Expenditure of the Project. We believe that our reasonable assurance engagement provides a reasonable basis for our conclusion.

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**Conclusion**

Based on the foregoing, in our opinion, Hong Kong Federation of Education Workers Education Organisation Limited has complied with, in all material respects, the requirements set by the the Youth Development Commission (including the requirements to keep proper books and records and to prepare proper Statement of Income and Expenditure of the Project), and all the terms and conditions of Youth Development Commission, as specified in the documents mentioned in the above first paragraph.

**Use of this report**

This report is intended for filing by Hong Kong Federation of Education Workers Education Organisation Limited with the Youth Development Commission, and is not intended to be, and should not be, used by anyone except the above two parties for any other purposes.



FTW & Partners CPA Limited

港駿會計師行有限公司

Certified Public Accountants

Date: 5 November 2019

Wong Park Yun

Practising Certificate Number: P1726



香港教育工作者聯會教育機構有限公司

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STATEMENT OF INCOME AND EXPENDITURE OF THE INTERNSHIP PROJECT

「2019 教聯內地暑期實習計劃－湖南企業」

DURING THE PERIOD FROM 8 JULY 2018 TO 7 AUGUST 2019

UNDER THE FUNDING SCHEME FOR YOUTH INTERNSHIP IN THE MAINLAND 2019-20

(Expressed in Hong Kong Dollars)

**INCOME**

|   |               |
|---|---------------|
| Sponsorship fees received from the Government   | \$ 318,144.00 |
| Sponsorship fees received from Hong Kong Federation of Education Workers Education Organisation Limited | 3,838.20      |
|   | <hr/>         |
|   | 321,982.20    |

**EXPENDITURE**

|  |              |
|--|--------------|
| Auditor's remuneration                 | 4,200.00     |
| Banner printing                        | 630.00       |
| Gift to participants                   | 484.00       |
| Insurance                              | 10,460.00    |
| Postage                                | 246.60       |
| Poster printing                        | 2,300.00     |
| Refreshment and beverages              | 886.00       |
| Staff costs                            | 14,479.90    |
| Stationary                             | 814.10       |
| Tour fees paid to the service-provider | 416,153.30   |
| Uniform with accessories               | 1,980.00     |
|  | <hr/>        |
|  | (452,633.90) |

**DEFICIT OF EXPENDITURE OVER INCOME FOR THE PERIOD**

\$ (130,651.70)  
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Approved and authorised for issue by the Board of Directors on 5 November 2019  
and are signed on its behalf by:

  
\_\_\_\_\_  
Wong Kwan Yu  
Director

  
\_\_\_\_\_  
Wong Kam Leung  
Director