

**Report by the Commissioner of Correctional Services
on the administration of the Prisoners' Welfare Fund
for the year ended 31 March 2018**

Introduction

The Prisoners' Welfare Fund (the Fund) was established under section 21A of the Prisons (Amendment) Ordinance (No. 42 of 1986) which was passed into law by the Legislative Council on 9 July 1986 and enacted on 11 July 1986.

2. In accordance with section 21A(3) of the Prisons Ordinance, the Fund is controlled by the Commissioner of Correctional Services, and as required by rule 272(4) of the Prison Rules, I take pleasure in presenting to the President and Honourable Members of the Legislative Council a copy of the signed and audited financial statements, the Director of Audit's Report and my report on the administration of the Fund for the year ended 31 March 2018.

3. The Fund was established on 11 July 1986 by transferring a sum of HK\$245,205 from the Prisoners' Welfare Donation Fund administered under the Financial and Accounting Regulations.

Purpose of the Fund

4. In accordance with section 21A(3) of the Ordinance, the Fund shall be applied for the benefit of prisoners in such ways as the Commissioner may determine, including :

- (a) procuring for prisoners while in prison comforts, convenience or other advantages;
- (b) meeting expenses of prisoners and providing services for prisoners or items not chargeable to the general revenue; and
- (c) assisting prisoners after discharge from prison.

Progress and Results

5. During the year under review, the Fund received donations totalling HK\$1,510,000. After taking into account expenses incurred in providing prizes and refreshments for prisoners, refund of course fees to rehabilitated offenders and other prisoners' expenses not chargeable to the general revenue, the excess of expenditure over income for the year amounted to HK\$1,160,559.

6. The accumulated fund has decreased by HK\$1,160,559 i.e. from HK\$5,082,901 as at 1 April 2017 to HK\$3,922,342 as at 31 March 2018. The stock of sales items amounting to HK\$231,487 include the cost of radios, radio earphones, photo albums, carrier bags, sports shoes and eye masks which were acquired for re-sale to the prisoners.

Auditor

7. In accordance with rule 272(3) of the Prison Rules, the Director of Audit was appointed as the Auditor of the Fund.

8. The audited financial statements of the Fund have been prepared and the Director of Audit's report and signed financial statements are attached at the Appendix.



LAM Kwok-leung
Commissioner of Correctional Services
26 June 2018



Prisoners' Welfare Fund

Financial statements for the year ended 31 March 2018

Report of the Director of Audit



Audit Commission

The Government of the Hong Kong Special Administrative Region

Independent Auditor's Report To the Legislative Council

Opinion

I certify that I have audited the financial statements of the Prisoners' Welfare Fund set out on pages 4 to 11, which comprise the balance sheet as at 31 March 2018, and the income and expenditure account, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the financial statements give a true and fair view of the financial position of the Prisoners' Welfare Fund as at 31 March 2018, and of its financial performance and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards ("HKFRSs") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have been properly prepared in accordance with rules 272(1) and 272(2) of the Prison Rules (Cap. 234 sub. leg. A).

Basis for opinion

I conducted my audit in accordance with rule 272(3) of the Prison Rules and the Audit Commission auditing standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of my report. I am independent of the Prisoners' Welfare Fund in accordance with those standards, and I have fulfilled my other ethical responsibilities in accordance with those standards. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of the Commissioner of Correctional Services for the financial statements

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

and rules 272(1) and 272(2) of the Prison Rules, and for such internal control as the Commissioner of Correctional Services determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Commissioner of Correctional Services is responsible for assessing the Prisoners' Welfare Fund's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's responsibilities for the audit of the financial statements

My 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Audit Commission auditing standards 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 the Audit Commission auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I 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 my 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 Prisoners' Welfare Fund's internal control;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Commissioner of Correctional Services;
- conclude on the appropriateness of the Commissioner of Correctional Services' 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 Prisoners' Welfare Fund's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Prisoners' Welfare Fund to cease to continue as a going concern; and

- 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.



LIANG Kar-lun, Ken
Principal Auditor
for Director of Audit

26 June 2018

Audit Commission
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Prisoners' Welfare Fund
Balance Sheet as at 31 March 2018

	Note	2018 HK\$	2017 HK\$
Current Assets			
Stock items		231,487	277,471
Accounts receivable		11,203	2,966
Accrued interest		456	529
Cash and cash equivalents	3	3,684,172	4,806,697
		<u>3,927,318</u>	<u>5,087,663</u>
Current Liabilities			
Advance receipts		(4,976)	(4,762)
		<u>(4,976)</u>	<u>(4,762)</u>
Net Current Assets		<u>3,922,342</u>	<u>5,082,901</u>
Accumulated Fund		<u>3,922,342</u>	<u>5,082,901</u>

The accompanying notes 1 to 8 form part of these financial statements.



LAM Kwok-leung
Commissioner of Correctional Services
26 June 2018

Prisoners' Welfare Fund
Income and Expenditure Account for the year ended 31 March 2018

	2018	2017
	HK\$	HK\$
Income		
Donations	1,510,000	1,960,000
Confiscated money	2,030	692
Bank interest	16,641	14,628
Gain on sale of stock items	307	213
	<u>1,528,978</u>	<u>1,975,533</u>
Expenditure		
Prisoners' welfare expenses	(83,752)	(82,326)
Prisoners' expenses not chargeable to the general revenue	(2,596,985)	(2,145,824)
Education assistance for rehabilitated offenders	(8,800)	(6,950)
	<u>(2,689,537)</u>	<u>(2,235,100)</u>
Deficit for the year	(1,160,559)	(259,567)
Other comprehensive income	<u>-</u>	<u>-</u>
Total comprehensive loss for the year	<u><u>(1,160,559)</u></u>	<u><u>(259,567)</u></u>

The accompanying notes 1 to 8 form part of these financial statements.

Prisoners' Welfare Fund
Statement of Changes in Equity for the year ended 31 March 2018

Accumulated Fund	2018 HK\$	2017 HK\$
Balance at beginning of year	5,082,901	5,342,468
Total comprehensive loss for the year	<u>(1,160,559)</u>	<u>(259,567)</u>
Balance at end of year	<u>3,922,342</u>	<u>5,082,901</u>

The accompanying notes 1 to 8 form part of these financial statements.

Prisoners' Welfare Fund
Statement of Cash Flows for the year ended 31 March 2018

	Note	2018 HK\$	2017 HK\$
Cash flows from operating activities			
Deficit for the year		(1,160,559)	(259,567)
Interest income		(16,641)	(14,628)
Decrease in stock items		45,984	89,177
(Increase)/Decrease in accounts receivable		(8,237)	2,027
Increase in advance receipts		214	373
Decrease in accrued expenses		-	(63,194)
Net cash used in operating activities		<u>(1,139,239)</u>	<u>(245,812)</u>
Cash flows from investing activities			
Interest received		16,714	14,407
Net cash from investing activities		<u>16,714</u>	<u>14,407</u>
Net decrease in cash and cash equivalents		(1,122,525)	(231,405)
Cash and cash equivalents at beginning of year		<u>4,806,697</u>	<u>5,038,102</u>
Cash and cash equivalents at end of year	3	<u><u>3,684,172</u></u>	<u><u>4,806,697</u></u>

The accompanying notes 1 to 8 form part of these financial statements.

Prisoners' Welfare Fund
Notes to the Financial Statements

1. General

The Prisoners' Welfare Fund (the Fund) was established in accordance with section 21A(3) of the Prisons Ordinance (Cap. 234) for the benefit of prisoners in such ways as the Commissioner of Correctional Services may determine, including:

- (a) procuring for prisoners while in prison comforts, convenience or other advantages;
- (b) meeting expenses of prisoners and providing services for prisoners or items not chargeable to the general revenue; and
- (c) assisting prisoners after discharge from prison.

The address of the Fund's principal place of business is 24/F, Wan Chai Tower, 12 Harbour Road, Hong Kong.

2. Significant accounting policies

- (a) Statement of compliance

The financial statements have been prepared in accordance with rules 272(1) and 272(2) of the Prison Rules (Cap. 234 sub. leg. A) and all applicable Hong Kong Financial Reporting Standards (HKFRSs) issued by the Hong Kong Institute of Certified Public Accountants.

- (b) Basis of preparation

The financial statements have been prepared on an accrual basis and under the historical cost convention.

The preparation of financial statements in conformity with HKFRSs requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenditure. The estimates and associated assumptions are based on experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis for making judgements about the 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.

There are no critical accounting judgements involved in the application of the Fund's accounting policies. There are neither key assumptions concerning the future nor other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities in the next year.

(c) Adoption of new/revised HKFRSs

The Fund has adopted all new/revised HKFRSs which are effective and relevant to the Fund for the current accounting period.

The Fund has not early adopted any amendments, new standards and interpretations which are not yet effective for the current accounting period. The Fund is in the process of making an assessment of what the impact of these amendments, new standards and interpretation is expected to be in the period of initial adoption. So far, it has concluded that the adoption of them is unlikely to have a significant impact on the Fund's result of operations and financial position.

(d) Financial assets

The Fund's financial assets include accounts receivable, accrued interest and cash and cash equivalents. They are initially measured at fair value plus transaction costs that are directly attributable to the acquisition of the assets. Subsequent to initial recognition, they are measured at amortised cost using the effective interest method, less any allowance for impairment loss.

A financial asset is derecognised when the rights to receive cash flows from the asset have expired or the Fund has transferred substantially all the risks and rewards of ownership of the asset.

(e) Valuation of stock items

Stock items are valued on a first-in-first-out basis. The value of stock at year end is stated at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated selling expenses.

(f) Revenue recognition

- (i) Donation income is recognised once the amount is received and approval for acceptance is obtained.
- (ii) Interest income is recognised as it accrues using the effective interest method.
- (iii) Sales of stock items are recognised when the titles of the items have passed to the purchasers.

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value, having been within three months of maturity when acquired.

3. Cash and cash equivalents

	2018	2017
	HK\$	HK\$
Bank deposit with original maturity within 3 months	1,499,269	2,032,555
Cash with the Director of Accounting Services	<u>2,184,903</u>	<u>2,774,142</u>
	<u>3,684,172</u>	<u>4,806,697</u>

4. Financial risk management

The Fund's major financial assets include bank deposits and cash with other government departments. The risks associated with these financial assets are set out below.

(a) Credit risk

The Fund's maximum exposure to credit risk at the balance sheet date in relation to each class of financial assets is the carrying amount of the assets as stated in the balance sheet. The Fund limits its exposure to credit risk by transacting with reputable banks in Hong Kong and invests in short-term deposits only. The credit risk in respect of cash with other government departments is considered minimal.

(b) Interest rate risk

Interest rate risk is the risk of loss arising from changes in market interest rates. This can be further classified into fair value interest rate risk and cash flow interest rate risk.

Fair value interest rate risk is the risk that the value of a financial instrument will fluctuate because of changes in market interest rates. Since the Fund's bank deposit bears interest at fixed rates, its fair value will fall when market interest rates increase. However, as it is stated at amortised cost, changes in market interest rates will not affect its carrying amount and the Fund's deficit and equity.

Cash flow interest rate risk is the risk that future cash flow of a financial instrument will fluctuate because of changes in market interest rates. The Fund is not exposed to cash flow interest rate risk as it has no financial instruments bearing interest at floating rates.

(c) Liquidity risk

In the management of liquidity risk, the Fund maintains the level of cash and cash equivalents that is considered adequate to finance its operations and mitigate the effect of fluctuations in cash flows.

5. Capital management

The capital of the Fund consists solely of the accumulated fund balance. The Fund's objectives when managing capital are:

- (a) to comply with the Prisons Ordinance; and
- (b) to maintain a strong capital base for the provision of benefits to prisoners as stated in note 1 above.

The Fund manages its capital to ensure that its level is adequate to fund expenditure, taking into account its projected cash flow requirements, future financial obligations and commitments.

6. Commitments

As at 31 March 2018, there were commitments of:

- (a) HK\$4,850 (2017: HK\$2,850) being the outstanding balance of approved refund of course fees to rehabilitated offenders who are undergoing statutory supervision by the Aftercare of Correctional Services Department for pursuing education programmes and employment-related courses; and
- (b) HK\$482,296 (2017: HK\$290,129) being the outstanding balance of approved grants to the needy prisoners/inmates to pay for vocational training courses/public examinations/course enrolments and the procurement of learning aids/equipment in their educational pursuits.

7. Cost of administering the Fund

The cost of administering the Fund has been borne by the Government of the Hong Kong Special Administrative Region in accordance with section 21A(4) of the Prisons Ordinance.

8. Fair values of financial assets

All financial assets are stated in the balance sheet at amounts equal to or not materially different from their fair values.