

REPORT ON INCOME AND EXPENDITURE ACCOUNT OF FLAG DAY

RETINA HONG KONG

(Incorporated in Hong Kong with liabilities limited by guarantee)

For the Regional Flag Day in Hong Kong Island Region

held on 15 July 2023

**LSW** LEE SIK WAI & CO.  
Certified Public Accountants

李式惟會計師事務所

RETINA HONG KONG

CONTENTS

	Pages
INDEPENDENT PRACTITIONER'S ASSURANCE REPORT	1-2
INCOME AND EXPENDITURE ACCOUNT OF FLAG DAY HELD ON 15 JULY 2023	3
NOTES TO INCOME AND EXPENDITURE ACCOUNT	4

## INDEPENDENT PRACTITIONER'S ASSURANCE REPORT

### TO THE COUNCIL OF MANAGEMENT OF RETINA HONG KONG ("the Permittee")

#### Public Subscription Permit No: FD/R065/2023

Pursuant to the conditions stated in the Public Subscription Permit issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to report on the attached income and expenditure account of the Permittee's regional flag day fund-raising activity in Hong Kong Island Region held on 15 July 2023 ("the Event").

#### Responsibilities of the Council of Management

The Council of Management is responsible for preparing the attached income and expenditure account in accordance with the basis of preparation set out in note 2, setting out the gross subscriptions raised from the Event and the expenses incurred in connection with the Event, in order to comply with the conditions stated in the Public Subscription Permit issued by the SWD. This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and presentation of the income and expenditure account so that it reflects the subscriptions raised and expenses incurred in connection with the Event and is free from material misstatement.

#### Our Independence and Quality Control

We have complied with the independence and other ethical requirements of the Code of Ethics for Professional Accountants issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

The firm applies Hong Kong Standard on Quality Management 1, which requires the firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

#### Practitioner's Responsibilities

Our responsibility is to form a conclusion on the attached income and expenditure account, based on our engagement, and to report our conclusion to you.

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), *Assurance Engagements Other Than Audits or Reviews of Historical Financial Information* and with reference to Practice Note 850(Revised), *Reporting on Flag days, General Charitable Fund-raising Activities and Solicitation of Signed Authorisation Forms Covered by Public Subscription Permits* issued by the Social Welfare Department issued by the HKICPA. We have planned and performed our work to obtain limited assurance for giving our conclusion below.

## Practitioner's Responsibilities (Continued)

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Our engagement included carrying out limited procedures for obtaining sufficient appropriate evidence to be able to draw a conclusion, such as inquiries primarily of persons responsible for financial and accounting matters, analytical procedures applied to financial data and other procedures we considered necessary. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

### Inherent Limitations

Due to the nature of cash receipts and expenses relating to the Event, it was not practicable for us to determine whether the income and expenditure account and the books and records of the Permittee include all transactions relating to the Event. It was impracticable for us to quantify the potential impact of this on the income and expenditure account. Accordingly, our report relates solely to the income and expenditure account prepared from transactions that have been recorded in the Permittee's books and records.

### Conclusion

Based on the foregoing, we report that nothing has come to our attention that causes us to believe that the attached income and expenditure account does not reflect, in all material respects, the gross subscriptions raised and the expenses incurred by the Permittee in respect of the Event that have been recorded in its books and records made available to us in accordance with the basis of preparation set out in note 2.

### Intended Users and Purpose

This report is intended solely for the purpose of assisting the Permittee to satisfy the conditions stated in the Public Subscription Permit issued by SWD in connection with the Event and is not intended to be, and should not be, used for any other purpose. We agree that a copy of this report may be provided to the Director of Social Welfare without further comment from us.



*Lee Sik Wai Benjamin*

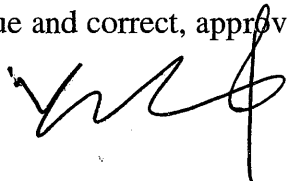
Lee Sik Wai & Co.  
Certified Public Accountants  
Lee Sik Wai & Co.  
Certified Public Accountant (Practising)  
Hong Kong  
10 October 2023

**RETINA HONG KONG  
 INCOME AND EXPENDITURE ACCOUNT  
 FOR FLAG DAY FUND RAISING EVENT  
 HELD ON 15 JULY 2023**

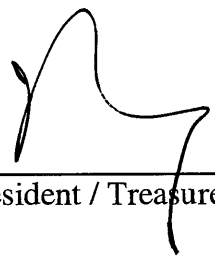
	HK\$	HK\$
<b>INCOME</b>		
Golden Flag proceeds received		224,545
Donation bags collected		162,264
		<u>386,809</u>
<b>EXPENDITURE</b>		
Audit fee	3,000	
Printing and photocopy	9,487	
Postage charges	17,800	
Transportation and delivery	725	
Volunteers allowance	2,516	
Sundry expenses	690	
		<u>34,218</u>
<b>SURPLUS</b>		<u><u>352,591</u></u>

The annexed notes form an integral part of this account.

Certified true and correct, approved and authorized for issue by the Council of Management.



\_\_\_\_\_  
 President



\_\_\_\_\_  
 Vice President / Treasurer

RETINA HONG KONG  
NOTES TO INCOME AND EXPENDITURE ACCOUNT  
FOR THE FLAG DAY FUND RAISING EVENT  
HELD ON 15 JULY 2023

1. PURPOSE OF FLAG DAY EVENT

The purpose of the flag day fund-raising event is for:

- a. Permittee's recurrent expenses;
- b. Services for members and development;
- c. Community rehabilitation networking;
- d. Rehabilitation and aftercare services;
- e. Public education; and
- f. Policy concern group and service.

2. PRINCIPAL ACCOUNTING POLICY

- a. Income recognition

Donations are recognized on a cash receipt basis.

3. PROCEEDS CREDITED TO THE BANKS

All the flag day proceeds collected in the amount of HK\$ 386,809 have been credited to the designated bank accounts of the Permittee before being used for payment of expenditures and/or the purposes specified in the Permit by 24 August 2023.

4. GENERAL

In common with many organizations of similar size, the Permittee's system of internal control is dependent upon the close involvements of the Council of Management, who has made efforts to ensure that no material discrepancies exist.