# YANG MEMORIAL METHODIST SOCIAL SERVICE

## ANNUAL FINANCIAL REPORT

**AS AT**

**31 MARCH 2025**

**AND**

## SUPPORTING ACCOUNTS

Fung Yu

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**

**To the Mangament Board of Yang Memorial Methodist Social Service ("YMMSS")**

We have audited the financial statements of the YMMSS for the year ended 31 March 2025 in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA"), and have issued an unqualified independent auditor's report thereon dated 9 October 2025.

Pursuant to the Lump Sum Grant ("LSG") Manual issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"), we have been requested to issue this assurance report in connection with the Annual Financial Report ("AFR") of the YMMSS for the year ended 31 March 2025.

*Responsibilities of the Committee Members*

In relation to this report, the Mangament Board are responsible for ensuring the AFR of the YMMSS for the year ended 31 March 2025 is properly prepared in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD; and the use of the funds from the LSG by the YMMSS has complied with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

*Our Independence and Quality Management*

We have complied with the independence and other ethical requirements of the Code of Ethics for Professional Accountants issued by the 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.

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**

*Auditor's Responsibility*

Our responsibility is to form a conclusion, 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 851 (Revised), Reporting on the Annual Financial Reports of Non-governmental Organisations issued by the HKICPA. We have planned and performed our work to obtain reasonable assurance for giving conclusion 1 and obtain limited assurance for giving conclusion 2 below.

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.

In relation to our conclusion 1 below, we have planned and performed such procedures as we considered necessary with reference to the procedures recommended in PN 851 (Revised), to satisfy ourselves that the AFR has been properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

In relation to our conclusion 2 below, we have obtained an understanding in respect of the purposes of the use of the funds as specified in the LSG Manual and other instructions issued by the SWD and obtaining an understanding of the control procedures. We are not required to perform any procedures to search for instances of the use of funds from the LSG by the NGO being non-complied with the specified purposes. Our work was limited to reporting non-compliances identified as a result of the procedures performed in relation to conclusion 2 and during the normal course of our work relating to conclusion 1. 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.

*Conclusion*

1. In our opinion, the AFR of the YMMSS for the year ended 31 March 2025 is properly prepared, in all material respects, in accordance with the relevant accounting and financial reporting requirements set out in the LSG Manual and other instructions issued by the SWD.

2. Based on the procedures performed and evidence obtained, nothing has come to our attention that causes us to believe that the use of the funds from the LSG by the YMMSS has not complied, in all material respects, with the purposes as specified in the LSG Manual and other instructions issued by the SWD.

Fung Yu

**INDEPENDENT AUDITOR'S ASSURANCE REPORT**

*Intended Users and Purpose*

This report is intended solely for submission by the YMMSS to the SWD 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 SWD without further comment from us.

**FUNG, YU & CO. CPA LIMITED**
Certified Public Accountants (Practising)

**LAU Vui Cheong**
Practising Certificate Number: P03455

Hong Kong,

ANNUAL FINANCIAL REPORT

NGO : YANG MEMORIAL METHODIST SOCIAL SERVICE

1 APRIL 2024 TO 31 MARCH 2025

| A. INCOME | Notes | 2024/25<br>$ | 2023/24<br>$ |
|---|---|---|---|
| 1. Lump Sum Grant | | | |
| a. Lump Sum Grant (excluding Provident Fund) | 1b | 446,642,229.00 | 412,282,652.00 |
| b. Provident Fund | 1c | 28,233,338.00 | 26,167,733.00 |
| 2. Fee Income | 2 | 5,919,923.80 | 7,215,044.06 |
| 3. Central Items | 3 | 26,353,689.00 | 39,658,471.00 |
| 4. Rent and Rates | 4 | 14,087,068.00 | 13,916,763.00 |
| 5. Other Income | 5 | 15,118,076.38 | 14,020,180.65 |
| 6. Interest Received | | 394,973.59 | 388,441.54 |
| **TOTAL INCOME** | | 536,749,297.77 | 513,649,285.25 |
| **B. EXPENDITURE** | | | |
| 1. Personal Emoluments | | | |
| a. Salaries | | 377,894,361.46 | 350,483,090.12 |
| b. Provident Fund | 1c | 20,320,616.19 | 18,810,161.29 |
| c. Allowances | | - | - |
| Sub-total | 6 | 398,214,977.65 | 369,293,251.41 |
| 2. Other Charges | 7 | 89,084,107.23 | 92,031,822.74 |
| 3. Central Items | 3 | 21,733,888.71 | 25,678,752.38 |
| 4. Rent and Rates | 4 | 17,672,651.81 | 15,454,454.86 |
| **TOTAL EXPENDITURE** | | 526,705,625.40 | 502,458,281.39 |
| **C. SURPLUS/(DEFICIT) FOR THE YEAR** | 8 | 10,043,672.37 | 11,191,003.86 |

The Annual Financial Report from pages 4 to 16 has been prepared in accordance with the requirements as set out in the Lump Sum Grant Manual.

SIGNATURE

Rev Dr Lam Sun Che
Board Chairperson
Date: - 9 OCT 2025

SIGNATURE

Lam Chun Ming
Head of Social Welfare Services
Date: - 9 OCT 2025

## NOTES ON THE ANNUAL FINANCIAL REPORT

**1. Lump Sum Grant (LSG)**

a. Basis of preparation

The Annual Financial Report (AFR) is prepared in respect of all services defined in Funding and Service Agreement (FSA) (including support services to FSA services) funded by the Social Welfare Department (SWD) under the Lump Sum Grant Subvention System and also FSA services/ FSA-related activities funded by Other Funds or Donations for Designated Purposes. AFR is prepared on cash basis, that is, income is recognised upon receipt of cash and expenditure is recognised when expenses are paid. Non-cash items such as depreciation, provisions and accruals have not been included in the AFR.

**b. Lump Sum Grant (excluding Provident Fund)**

This represents LSG (excluding Provident Fund) received for the year.

**c. Provident Fund**

This is Provident Fund received and contributed during the year.
Snapshot Staff are defined as those staff occupying recognised or holding against subvented posts as at 1 April 2000.
Other posts represent those staff that are employed after 1 April 2000.
The Provident Fund received and contributed for staff under the Central Items and Other Funds or Donations for Designated Purposes which are separately included as part of the income and expenditure of the relevant disclosures have been shown under **Note 3 and 8**. Details are analysed below:

| **Provident Fund Contribution** | **Snapshot Staff** $ | **Other Posts** $ | **Total** $ |
|---|---|---|---|
| Subvention Received | 1,666,730.00 | 26,566,608.00 | 28,233,338.00 |
| Provident Fund Contribution | (1,593,313.49) | (18,727,231.09) | (20,320,544.58) |
| Other Funds or Donations for Designated Purposes | - | (71.61) | (71.61) |
| Surplus/(Deficit) for the year | 73,416.51 | 7,839,305.30 | 7,912,721.81 |
| Add : Surplus / (Deficit) b/f | 361,355.81 | 18,196,613.10 | 18,557,968.91 |
| Previous year adjustment for 2023/24 in April 2024 | (122,160.00) | 68,199.00 | (53,961.00) |
| Less: | | | |
| Provident Fund Reserve Contribution | - | (5,702,562.86) | (5,702,562.86) |
| Surplus/(Deficit) c/f | 312,612.32 | 20,401,554.54 | 20,714,166.86 |

**2. Fee Income**

This represents social welfare fee income received for the year in respect of the fees and charges recognised for the purpose of subvention as set out in the LSG Manual.

**3. Central Items**

These are subvented service activities which are not included in LSG and are subject to their own procedures as set out in other SWD's papers and correspondence with the NGOs. The Provident Fund received and contributed for staff under the Central Items have been separately included as part of the income and expenditure of the relevant items (paragraph 5.5.4(c) of the LSG Subvention Manual). The income and expenditure of each of the Central Items are as follows:

| a. Income | 2024-2025<br>$ | 2023-2024<br>$ |
|---|---|---|
| After School Care Programme - Fee Waiving Subsidy Scheme | 282,528.00 | 331,272.00 |
| NSCCP – Subsidy for Fee Reduction/Waiving | 2,657,953.00 | - |
| NSCCP – Subsidy for Incentive Payment | 4,164,160.00 | - |
| NSCCP – Subsidy for Training Allowance | 37,800.00 | - |
| Training Sponsorshop Scheme for Master in Occupational Therapy and Physiotherapy programmes | 1,660,000.00 | 1,960,000.00 |
| Training Sponsorshop Scheme for Bachelor in Occupational Therapy | - | 270,523.00 |
| Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services | 6,817,261.00 | 4,158,989.00 |
| Navigation Scheme for Young Persons in Care Services- Operating Expenses | 610,000.00 | 1,424,000.00 |
| Navigation Scheme for Young Persons in Care Services- Training Cost | 1,387,400.00 | 13,864,200.00 |
| Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Salary and Provident Fund | 427,224.00 | 200,764.00 |
| Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Other Charges | 55,602.00 | 17,072.00 |
| Pilot Scheme on Training for Foreign Domestic Helpers in PWD | 30,000.00 | 15,000.00 |
| One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities | - | 46,902.00 |
| Transition Subsidy For School Leavers (CITSL) | 100,000.00 | |
| Time-defined Subsidy Scheme for Extended Hours Service Users | 4,015.00 | 4,035.00 |
| Cash Subsidy for Integrated Support Service for Persons with Severe Physical Disabilities | 4,276,800.00 | 4,276,780.00 |
| Time-defined Subsidy Scheme for Occasional Child Care Service | 20,988.00 | 20,988.00 |
| Time-defined Service Contract of Social Work for Pre-primary Insitutions | | |
| - Allocation | 2,084,705.00 | 6,776,160.00 |
| - Rent and Rates | - | - |
| Time-defined Service Contract of Social Work for Pre-primary Insitutions | | |
| - Allocation | 1,737,253.00 | 6,100,990.00 |
| - Rent and Rates | | |
| Project famchild Social Work Services In Pre Primary Institutions (TP/N 3) | - | 190,796.00 |
| **Total** | 26,353,689.00 | 39,658,471.00 |

**b. Expenditure**

| | 2024-2025 | 2023-2024 |
|---|---|---|
| After School Care Programme - Fee Waiving Subsidy Scheme | 227,371.90 | 256,878.00 |
| NSCCP – Subsidy for Fee Reduction/Waiving | 6,246.00 | - |
| NSCCP – Subsidy for Incentive Payment | 78,186.00 | - |
| NSCCP – Subsidy for Training Allowance | 26,720.00 | - |
| Training Sponsorshop Scheme for Master in Occupational Therapy and Physiotherapy programmes | 1,640,000.00 | 320,000.00 |
| Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services | 6,817,261.00 | 4,158,989.00 |
| Financial Incentive Scheme for Mentors of Employees with Disabilities | - | 2,000.00 |
| Navigation Scheme for Young Persons in Care Services- Operating Expenses | 1,194,059.25 | 1,035,405.09 |
| Navigation Scheme for Young Persons in Care Services- Training Cost | 4,150,809.30 | 4,404,005.14 |
| Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Salary and Provident Fund | 135,798.15 | 217,249.45 |
| Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Other Charges | 370.00 | - |
| Pilot Scheme on Training for Foreign Domestic Helpers in PWD | | |
| One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities | | |
| Transition Subsidy For School Leavers (CITSL) | 102,000.20 | - |
| Time-defined Subsidy Scheme for Extended Hours Service Users | | |
| Cash Subsidy for Integrated Support Service for Persons with Severe Physical Disabilities | 3,065,240.51 | 3,302,836.66 |
| Time-defined Subsidy Scheme for Occasional Child Care Service | 20,988.00 | - |
| Time-defined Service Contract of Social Work for Pre-primary Insitutions | | |
| - Allocation | 2,109,858.22 | 6,711,461.45 |
| - Rent and Rates | | |
| Time-defined Service Contract of Social Work for Pre-primary Insitutions | | |
| - Allocation | 2,158,980.18 | 5,078,913.59 |
| - Rent and Rates | - | - |
| Project famchild Social Work Services In Pre Primary Institutions (TP/N 3) | - | 191,014.00 |
| **Total** | 21,733,888.71 | 25,678,752.38 |

**4. Rent and Rates**

This represents the amount paid by SWD in respect of premises recognised by SWD. Expenditure on rent and rates in respect of premises not recognised by SWD have not been included in AFR.

**5. Other Income**

This includes programme income and all income other than recognised social welfare fee income received during the year. Non-SWD subventions and Other Funds or Donations for Designated Purposes may be included in AFR if they are used to finance expenditure of the FSA services/ FSA-related activities as reflected in the AFR.

The Breakdown on Other Income is as follows:

| **Other income** | **2024/25** | **2023/24** |
|---|---|---|
| (a) Programme income | 9,558,801.99 | 9,370,472.06 |
| (b) Production income | 3,477,789.18 | 3,693,155.42 |
| (c) Other Funds or Donations for Designated Purposes | 441,438.80 | - |
| (d) Utilised allocation under Central Item (CI) - After School Care Programme (ASCP) / Enhanced ASCP - Fee Waving Subsidy Scheme (FWSS)* which forms as part of Other Income | | |
| (e) Reimbursement of Maternity Leave Pay from Labour Department Scheme reimbursement received | | |
| (f) Miscellaneous income (e.g. general donations, photocopying charges, etc.) | 1,640,046.41 | 956,553.17 |
| **Subtotal** | 15,118,076.38 | 14,020,180.65 |
| Less: Utilised allocation under CI - ASCP/ Enhanced ASCP - FWSS which forms as part of Other Income * | | |
| **Total** | 15,118,076.38 | 14,020,180.65 |

**For those programmes which are regarded as FSA services only*

**6. Personal Emoluments**

Personal Emoluments include salary, provident fund, salary-related allowances.
The analysis on number of posts with annual Personal Emoluments over $1,000,000 each paid under LSG is appended below:

| **Analysis of Personal Emoluments paid under LSG** | **No. of Posts** | **$** |
|---|---|---|
| HK$1,000,001-HK$1,100,000 p.a. | 15 | 15,911,144.32 |
| HK$1,100,001-HK$1,200,000 p.a. | 14 | 15,884,609.03 |
| HK$1,200,001-HK$1,300,000 p.a. | 9 | 11,252,810.72 |
| HK$1,300,001-HK$1,400,000 p.a. | 3 | 4,012,227.00 |
| HK$1,400,001-HK$1,500,000 p.a. | 0 | 0.00 |
| >HK$1,500,000 p.a. | 1 | 1,709,588.95 |

**7. Other Charges**

The breakdown on Other Charges is as follows:

| **Other Charges** | **2024/25** **$** | **2023/24** **$** |
|---|---|---|
| (a) Utilities | 3,677,360.83 | 3,729,541.25 |
| (b) Food | 7,035,047.34 | 9,950,938.82 |
| (c) Administrative Expenses | 4,172,809.18 | 5,487,018.12 |
| (d) Store and Equipment | 6,282,668.85 | 5,928,796.78 |
| (e) Repair and Maintenance | 8,938,629.09 | 8,037,763.47 |
| (f) Special Allowances | 1,534,000.97 | 1,447,624.71 |
| (g) Programme Expenses | 15,626,109.04 | 15,218,599.09 |
| (h) Transportation and Travelling | 2,108,563.77 | 1,885,953.44 |
| (i) Insurance | 4,104,239.03 | 3,745,402.82 |
| (j) Contract Out Service | 30,530,198.65 | 30,657,692.40 |
| (k) Staff Training and Development | 1,492,230.54 | 2,507,199.03 |
| (l) Miscellaneous | 3,582,249.94 | 3,435,292.81 |
| **Subtotal** | 89,084,107.23 | 92,031,822.74 |
| Less: Utilised allocation under CI - ASCP/ Enhanced ASCP - FWSS* which forms as part of Other Income | | |
| **Total** | 89,084,107.23 | 92,031,822.74 |

Remark:
** For those programmes which are regarded as FSA services only*

**8. Analysis of Lump Sum Grant Reserve and balances of other SWD subventions**

| | Lump Sum Grant (LSG) | Holding Account (HA) | Other Funds or Donations for Designated Purposes | Adjustement for Utilised allocation under ASCP/Enhanced ASCP/ASCP(PC)-FWSS | Rent and Rates | Central Items (CI) | Total |
|---|---|---|---|---|---|---|---|
| | $ | $ | $ | $ | $ | $ | $ |
| **Income** | | | | | | | |
| Lump Sum Grant | 474,875,567.00 | | | | | | 474,875,567.00 |
| Fee Income | 5,919,923.80 | | | | | | 5,919,923.80 |
| Other Income | 14,676,637.58 | | 441,438.80 | | | | 15,118,076.38 |
| Interest Received (Note (1)) | 394,973.59 | | | | | | 394,973.59 |
| Rent and Rates | | | | | 14,087,068.00 | | 14,087,068.00 |
| Central items | | | | | | 26,353,689.00 | 26,353,689.00 |
| **Total Income (a)** | 495,867,101.97 | - | 441,438.80 | - | 14,087,068.00 | 26,353,689.00 | 536,749,297.77 |
| **Expenditure** | | | | | | | |
| Personal Emoluments | 398,213,473.66 | | 1,503.99 | | | | 398,214,977.65 |
| Other Chagres | 88,676,350.63 | 7,650.00 | 400,106.60 | | | | 89,084,107.23 |
| Rent and Rates | | | | | 17,672,651.81 | | 17,672,651.81 |
| Central Items | | | | | | 21,733,888.71 | 21,733,888.71 |
| **Total Expenditure (b)** | 486,889,824.29 | 7,650.00 | 401,610.59 | - | 17,672,651.81 | 21,733,888.71 | 526,705,625.40 |
| Net cash from | 8,977,277.68 | (7,650.00) | 39,828.21 | - | (3,585,583.81) | 4,619,800.29 | 10,043,672.37 |
| Less : Surplus/(Deficit)of Provident Fund | 7,912,793.42 | | (71.61) | | - | - | 7,912,721.81 |
| Surplus/(Deficit) for the year excluding Provident Fund | 1,064,484.26 | (7,650.00) | 39,899.82 | | (3,585,583.81) | 4,619,800.29 | 2,130,950.56 |
| **Surplus/(Deficit) b/f (Note (2))** | 70,011,084.25 | 19,677,273.33 | - | | (1,683,440.81) | 23,557,522.25 | 111,562,439.02 |
| **Add: Refund from Government** | | | | | | | |
| Backpayment Rent and Rates for 2023/24 | | | | | 728,909.70 | | 728,909.70 |
| Annual Surplus Assessment on R&R and Central Items for 2022-23 (per SWD's letter dated 22 Aug | | | | | 116,498.00 | | 116,498.00 |
| **Less : Refund to Government** | | | | | | | |
| Annual Surplus Assessment on R&R and Central Items for 2022-23 (per SWD's letter dated 22 Aug 2024) | | | | | (17,541.00) | (4,056.00) | (21,597.00) |
| Recovery of Subvention Surpluses of Rent & Rates/Central Item for 2023/24 (per SWD's letter dated 29 November 2024) | | | | | (17,152.24) | (1,499,169.64) | (1,516,321.88) |
| | | | | | | | - |
| | | | | | | | - |
| **Surplus/(Deficit) c/f (Note 4)** | 71,075,568.51 | 19,669,623.33 | 39,899.82 | - | (4,458,310.16) | 26,674,096.90 | 113,000,878.40 |

**Notes :**

\# *Including an amount being the utilised allocation under CI: ASCP / Enhanced ASCP / ASCP(PC) – FWSS**

* *For those programmes which are regarded as FSA services only*

^ *Balance generated from those completed FSA services/FSA-related activities which are funded by Other Funds or Donation for Designated Purposes.*

(1) Interest received on LSG (including HA) and Provident Fund reserves, Rent and Rates, Central Items are included as one item under LSG; and the item is considered as part of LSG reserve.

(2) Accumulated balance of LSG Surplus b/f from previous years (including all interest received in previous years (see (1) above), the balance of HA and balance of Other Funds or Donations for Designated Purposes should be separately reported.

(3) Amount of LSG Reserve used to cover the salary adjustment for Infirmary Care Supplement, if any, as per Schedule for Central Items.

(4) For NGOs without HA, separate disclosure of the movement of HA in their respective AFRs is not necessary. The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K1)) for the year.

For NGOs with HA, with effect from 2022-23, the calculation of the annual claw-back is as follows:

(i) With Snapshot Staff (SS) [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year was greater than zero]
The level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2) excluding Provident Fund Contribution (K1)) for the year.

(ii) Without SS [i.e. Position of SS as at 1 September being reported on the Agency Staff List submitted by NGO last year (which is regarded as Year 0) was zero]
For the next three years (Year 1 to Year 3), the level of LSG cumulative reserve (i.e. S1) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1) excluding Provident Fund Contribution (K1)) for the year. From the fourth financial year (Year 4) onwards, the level of LSG cumulative reserve and HA reserve will be counted altogether and the combined reserve amount (i.e. S1+S2) will be capped at 25% of the NGO's operating expenditure (i.e. Total Expenditure (T1+T2)
[For details of (4)(i) and (4)(ii) above, please also refer to SWD's letter under reference (11) in SWD/S/109/1/10 of 4 April 2022.]

(5) As a facilitating measure for the implementation of the Productivity Enhancement Programme, the claw-back arrangement of LSG cumulative reserve amount exceeding 25% of the NGO's operating expenditure would be suspended from 2023-24 (for NGOs with 2024-25 provisional subvention allocation of $50M or more) / 2024-25 (for NGOs with 2024-25 provisional subvention allocation of less than $50M) until 2028-29 as stipulated in SWD's letter under reference (1) / (2) / (3) / (4) in SWD 0075-0010-0060-0080-0040 of 3 March 2025.

## Schedule for Central Items
## Analysis of Subvention and Expenditure for the Period from 1 April 2024 to 31 March 2025

Name of Agency : Agency 828 Yang Memorial Methodist Social Service

| Unit code and name / remittance advice no. | Subvented Element | Subvention Released (Note 1a) (a1) | Actual Expenditure (Note 2a) (a2) | Surplus (Note 3) (a) = (a1) - (a2) | Deficit for the Year: Deficit (Note 3) (b) = (a1) - (a2) | Deficit for the Year: Deficit transferred to LSG (Note 4) (c) | Deficit for the Year: Adjusted Deficit (d) = (b) - (c) | Surplus b/f (Note 5) (e) | Refund from (to) Government (f) | Adjustment (Note 9)/(Note 10) (g) | Surplus c/f (Note 6) (h)=(e)+(a)-(d)-(f)+/-(g) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | $ | $ | $ | $ | $ | $ | | | | |
| 3233-After School Care Programme-Late Afternoon Session | After School Care Programme - Fee Waiving Subsidy Scheme | 282,528.00 | 227,371.90 | 55,156.10 | | N.A. | | 277,117.00 | | | 332,273.10 |
| 6074- Training Subsidy For CCS/SCCW In Pre- | Training Subsidy under Training Scheme for Child Care Supervisors and Special Child Care Workers in Pre-school Rehabilitation Services | | | 0.00 | | | | 105,000.00 | | | 105,000.00 |
| | Neighbourhood Support Child Care Project (NSCCP) – Contract Subsidy | | | | | | | | | | |
| | NSCCP – Subsidy for Fee Reduction/Waiving | 2.657.953.00 | 6.246.00 | 2.651.707.00 | | | | | | | 2.651.707.00 |
| | NSCCP – Subsidy for Incentive Payment | 4.164.160.00 | 78.186.00 | 4.085.974.00 | | | | | | | 4.085.974.00 |
| | NSCCP – Subsidy for Training Allowance | 37.800.00 | 26.720.00 | 11.080.00 | | | | | | | 11.080.00 |
| | NSCCP – Rent and Rates | | | | | | | | | | 0.00 |
| 6680 -Training Sponsorship Scheme For Two-Year MOT/MPT | Training Sponsorship Scheme for Master in Occupational Therapy and Physiotherapy programmes | 1,660,000.00 | 1,640,000.00 | 20,000.00 | | N.A. | | 1,640,000.00 | | | 1,660,000.00 |
| 6617 -Training Subsidy For Children On The Waiting List Of Subvented Pre-School Rehabilitation Services | Training Subsidy Programme for Children on the Waiting List for Subvented Pre-school Rehabilitation Services | 6,817,261.00 | 6,817,261.00 | 0.00 | | N.A. | | 0.00 | | | 0.00 |
| | Financial Incentive Scheme for Mentors of Employees with Disabilities | | | | 0.00 | N.A. | | 183,333.00 | | | 183,333.00 |
| 1960 - Navigation Scheme For Young Per In Care Services (Incentive Allowance) | Navigation Scheme for Young Persons in Care Services- Operating Expenses | 610,000.00 | 1,194,059.25 | | (584,059.25) | N.A. | | 2,932,001.34 | | | 2,347,942.09 |
| 1960 - Navigation Scheme For Young Per In Care Services (Incentive Allowance) F01 | Navigation Scheme for Young Persons in Care Services- Training Cost | 1,387,400.00 | 4,150,809.30 | | (2,763,409.30) | | | 14,204,489.61 | | | 11,441,080.31 |
| 6821/6822 Ethnic Minority District Ambassador (Central Item A) (Central Item B) (Time-Defined: 30/09/2023) | Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Salary and Provident Fund | 427,224.00 | 135,798.15 | 291,425.85 | | | | 399,300.50 | (399,300.50) | | 291,425.85 |
| | Time-defined Allocation of Ethnic Minority of Ethnic Minority District Ambassador Posts - Other Charges | 55,602.00 | 370.00 | 55,232.00 | | | | 85,902.80 | (85,902.80) | | 55,232.00 |
| AH15-PILOT SCHEME ON TRAINING TO FOREIGN DOMESTIC HELPERS IN CARE FOR PWD (T/D | Pilot Scheme on Training for Foreign Domestic Helpers Care for PWD | 30,000.00 | 0.00 | 30,000.00 | | | | 15,000.00 | (15,000.00) | | 30,000.00 |
| AI84- PROVIDING ASSISTANCE TO PWDS UNDER THE GOVT PUBLIC TRANSPORT FARE CONCESSION SCHEME ($2 SCHEME) | One-off Allocation for Providing Assistance to Persons with Disabilities under the Government Public Transport Fare Concession Scheme for the Elderly and Eligible Persons with Disabilities | 0.00 | 0.00 | 0.00 | | | | 46,902.00 | | | 46,902.00 |
| AM-05 DSC - TRANSITION SUBSIDY FOR SCHOOL LEAVERS (CITSL) [CENTRAL | Transition Subsidy For School Leavers (CITSL) | 100,000.00 | 102,000.20 | | (2,000.20) | | | | | | (2,000.20) |
| W828 Subsidy Scheme for Extended Hours Service (EHS) | Time-defined Subsidy Scheme for Extended Hours Service Users | 4,015.00 | 0.00 | 4,015.00 | | N.A. | | 4,824.00 | (8,091.00) | | 748.00 |
| 5758-IntegSuppSer for Pers With Severe Phy Disabilities (Central Item) | Cash Subsidy for Integrated Support Service for Persons with Severe Physical Disabilities | 4,276,800.00 | 3,065,240.51 | 1,211,559.49 | | N.A. | | 973,943.34 | (973,943.34) | | 1,211,559.49 |
| 6102- Subsidy Scheme For Occasional Child | Time-defined Subsidy Scheme for Occasional Child Care Service | 20,988.00 | 20,988.00 | 0.00 | | N.A. | | 20,988.00 | (20,988.00) | | 0.00 |
| AC93- Project FamChild (2) (SWT-322) | Time-defined Service Contract of Social Work for Pre-primary Insitutions - Allocation - Rent and Rates | 2.084.705.00 | 2.109.858.22 | | (25.153.22) | | | 352.859.22 | | | 327.706.00 |
| AC93- Project FamChild (2) (SWT-322) | Time-defined Service Contract of Social Work for Pre-primary Insitutions - Allocation - Rent and Rates | 1.737.253.00 | 2.158.980.18 | | (421.727.18) | | | 2.316.079.44 | | | 1.894.352.26 |
| AF-63 PROJECTFAMCHILD SOCIAL WORK SERVICES IN PRE-PRIMARY INSTITUTIONS | Project famchild Social Work Services In Pre Primary Institutions (TP/N 3) | 0.00 | 0.00 | | 0.00 | | | (218.00) | | | (218.00) |
| **TOTAL** | | 26,353,689.00 | 21,733,888.71 | 8,416,149.44 | (3,796,349.15) | - | - | 23,557,522.25 | (1,503,225.64) | - | 26,674,096.90 |

/...Notes

\# Any difference arising from the RMLP Scheme reimbursement received (see Note 1(b) below) and the corresponding expenditure under RMLP Scheme (see Note 2(b) below) will be assessed separately.
^ Please take note of para. 4(f) of Points to Note on Preparation of AFR and Analysis Schedules in reporting the amounts

**Notes :**

1(a). The figures for the whole financial year are extracted from the paylist for March (Final) or remittance advice(s) issued by the Treasury or allocation letter(s) issued by Social Welfare Department of the financial year.
1(b). This amount represents any reimbursement received from the RMLP Scheme if the NGO has temporarily paid the expenditure out of the allocation from the subvented element (see Note 2(b) below).
2(a). Actual expenditure represents the total expenditure incurred including provident fund for the respective services after netting off (i) programme income and (ii) expenditure under RMLP Scheme mentioned in Note 2(b) below, if any.
2(b). This amount represents the additional four weeks' MLP (i.e. the 11th to 14th weeks) paid to the employee out of the corresponding allocation.
3. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
4. Deficit i.r.o. the following central items arising from salary adjustment are transferred to the Lump Sum Grant Reserve as stated in SWD's letter ref. (33) in SWD/S/104/2 Pt. 18 dated 4 March 2020.
   (i) Dementia Supplement for Elderly with Disabilities
   (ii) Infirmary Care Supplement for the Aged Blind Persons
   (iii) Dementia Supplement for Residential Elderly Services
   (iv) Infirmary Care Supplement for Residential Elderly services
5. "Surplus brought forward (b/f)" means surplus, if any, arising from operations in previous years.
6. "Surplus carried forward (c/f)" means surplus brought forward less refund to Government plus surplus, if any, arising from operations in current year.
7. Unit code and name / remittance advice no. are extracted from the paylist from SWD and remittance advice from the Treasury respectively.
8. The central items as listed above may not be exhaustive and any relevant details of central items released and/or expended during the year, where appropriate, should also be included.
9. For ASCP/ Enhanced ASCP, the adjustment includes the amount of expenditure overstated / (understated) in previous year(s) after taking into account the actual claw-back amount(s) per SWD's allocation letter(s), if any.
10. Deficit transfer to agency/own designated fund.

## Schedule for Rent and Rates
## Analysis of Subvention and Expenditure for the period from 1 April 2023 to 31 March 2024

Name of Agency : Yang Memorial Methodist Social Service

| Unit Code and Name | Subvention Element | Subvention Released (Note 1) | Actual Expenditure | Surplus (Note 2) | Deficit (Note 2) |
|---|---|---|---|---|---|
| Unit 1250 IFSC | Rent (Note 3) | 333,648.00 | 705,075.00 | | (371,427.00) |
| | Rates | 174,000.00 | 173,000.00 | 1,000.00 | |
| | Total | 507,648.00 | 878,075.00 | 1,000.00 | (371,427.00) |
| Unit 3772 OPRS | | | | | - |
| | Rent (Note 3) | 3,903,277.00 | 3,993,521.08 | | (90,244.08) |
| | Rates | 52,212.00 | 170,595.08 | | (118,383.08) |
| | Total | 3,955,489.00 | 4,164,116.16 | - | (208,627.16) |
| Unit 4619 SPA | Rent (Note 3) | 949,740.00 | 978,420.00 | | (28,680.00) |
| | Rates | 15,213.00 | 40,300.00 | | (25,087.00) |
| | Total | 964,953.00 | 1,018,720.00 | - | (53,767.00) |
| Unit 4749 POT | Rent (Note 3) | 1,255,200.00 | 1,256,800.00 | | (1,600.00) |
| | Rates | - | - | | - |
| | Total | 1,255,200.00 | 1,256,800.00 | - | (1,600.00) |
| Unit 5645 Central Administration | Rent (Note 3) | - | - | - | - |
| | Rates | 10,245.00 | 25,090.00 | | (14,845.00) |
| | | - | - | - | - |
| | Total | 10,245.00 | 25,090.00 | - | (14,845.00) |
| Unit 5648 CHCC/HH | Rent (Note 3) | 94,000.00 | 140,400.70 | | (46,400.70) |
| | Rates | 4,733.00 | 15,398.97 | | (10,665.97) |
| | | - | - | - | - |
| | Total | 98,733.00 | 155,799.67 | - | (57,066.67) |
| United 5649 CHCC/AD | Rent (Note 3) | 434,083.00 | 438,876.00 | | (4,793.00) |
| | Rates | 44,722.00 | 48,700.00 | | (3,978.00) |
| | | | | - | - |
| | Total | 478,805.00 | 487,576.00 | - | (8,771.00) |
| Unit 5656 HIC | Rent (Note 3) | 736,363.00 | 745,878.00 | | (9,515.00) |
| | Rates | 68,959.00 | 79,075.00 | | (10,116.00) |
| | | | | - | - |
| | Total | 805,322.00 | 824,953.00 | - | (19,631.00) |
| Unit 5659 DCS | Rent (Note 3) | 155,548.00 | 172,538.00 | | (16,990.00) |
| | Rates | 8,409.00 | 10,700.00 | | (2,291.00) |
| | | | | - | - |
| | Total | 163,957.00 | 183,238.00 | - | (19,281.00) |
| | Sub Total | 8,240,352.00 | 8,994,367.83 | 1,000.00 | (755,015.83) |

Notes :

1. The figures are to extracted from the paylist for March plus subvention released in late March of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

## Schedule for Rent and Rates
## Analysis of Subvention and Expenditure for the period from 1 April 2023 to 31 March 2024

Name of Agency : Yang Memorial Methodist Social Service

| Unit Code and Name | Subvention Element | Subvention Released (Note 1) | Actual Expenditure | Surplus (Note 2) | Deficit (Note 2) |
|---|---|---|---|---|---|
| Unit 5665 YMHCS | Rent (Note 3) | 27,720.00 | 175,260.00 | | (147,540.00) |
| | Rates | 8,765.00 | 17,391.00 | | (8,626.00) |
| | | | | - | - |
| | Total | 36,485.00 | 192,651.00 | - | (156,166.00) |
| Unit 5666 YOR/KC | Rent (Note 3) | 124,434.00 | 124,434.00 | | - |
| | Rates | 7,598.00 | 9,525.00 | | (1,927.00) |
| | | | | - | - |
| | Total | 132,032.00 | 133,959.00 | - | (1,927.00) |
| Unit 5667 VAC | Rent (Note 3) | 593,396.00 | 602,346.00 | | (8,950.00) |
| | Rates | 51,518.00 | 59,000.00 | | (7,482.00) |
| | | - | - | - | - |
| | Total | 644,914.00 | 661,346.00 | - | (16,432.00) |
| Unit 5673 DSC | Rent (Note 3) | 330,776.00 | 427,656.00 | | (96,880.00) |
| | Rates | 59,400.00 | 58,400.00 | 1,000.00 | - |
| | | - | - | - | - |
| | Total | 390,176.00 | 486,056.00 | 1,000.00 | (96,880.00) |
| Unit 5683 YIC | Rent (Note 3) | 715,334.00 | 723,048.00 | - | (7,714.00) |
| | Rates | 65,830.00 | 79,400.00 | - | (13,570.00) |
| | | | | - | - |
| | Total | 781,164.00 | 802,448.00 | - | (21,284.00) |
| Unit 5684 SIC | | | | | - |
| | Rent (Note 3) | 559,121.00 | 567,360.00 | | (8,239.00) |
| | Rates | 44,363.00 | 51,800.00 | | (7,437.00) |
| | | | | - | - |
| | Total | 603,484.00 | 619,160.00 | - | (15,676.00) |
| Unit 5693 KHCS | Rent (Note 3) | 241,548.00 | 273,498.00 | - | (31,950.00) |
| | Rates | 21,121.00 | 28,300.00 | | (7,179.00) |
| | Total | 262,669.00 | 301,798.00 | - | (39,129.00) |
| Unit 5737 CHIHCS (Frail Cases) | Rent (Note 3) | 21,720.00 | 101,259.60 | | (79,539.60) |
| | Rates | - | 4,734.40 | | (4,734.40) |
| | | - | - | - | - |
| | Total | 21,720.00 | 105,994.00 | - | (84,274.00) |
| Unit 5794 ISS | Rent (Note 3) | 373,728.00 | 469,428.00 | | (95,700.00) |
| | Rates | 27,555.00 | 36,220.00 | | (8,665.00) |
| | Total | 401,283.00 | 505,648.00 | - | (104,365.00) |
| | Sub Total | 3,273,927.00 | 3,809,060.00 | 1,000.00 | (536,133.00) |

Notes :

1. The figures are to extracted from the paylist for March plus subvention released in late March of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent.

# Schedule for Rent and Rates
## Analysis of Subvention and Expenditure for the period from 1 April 2023 to 31 March 2024

Name of Agency : Yang Memorial Methodist Social Service

| Unit Code and Name | Subvention Element | Subvention Released (Note 1) | Actual Expenditure | Surplus (Note 2) | Deficit (Note 2) |
|---|---|---|---|---|---|
| Unit 5796 NSSH | Rent (Note 3) | 341,496.00 | 341,496.00 | - | - |
| | Rates | 22,896.00 | 32,000.00 | | (9,104.00) |
| | Total | 364,392.00 | 373,496.00 | - | (9,104.00) |
| Unit 5797 IRSC | Rent (Note 3) | 349,352.00 | 349,352.00 | | - |
| | Rates | 13,617.00 | 41,370.00 | | (27,753.00) |
| | Total | 362,969.00 | 390,722.00 | - | (27,753.00) |
| Unit 5798 IRSC | Rent (Note 3) | 332,717.00 | 332,717.00 | | - |
| | Rates | 34,000.00 | 39,400.00 | - | (5,400.00) |
| | Total | 366,717.00 | 372,117.00 | - | (5,400.00) |
| Unit 5799 IRSC | Rent (Note 3) | 1,000,655.00 | 1,008,845.00 | | (8,190.00) |
| | Rates | 100,300.00 | 116,230.00 | - | (15,930.00) |
| | Total | 1,100,955.00 | 1,125,075.00 | - | (24,120.00) |
| Unit 5925 NEC | Rent (Note 3) | 332,270.00 | 930,934.17 | - | (598,664.17) |
| | Rates | 27,976.00 | 61,623.70 | | (33,647.70) |
| | Total | 360,246.00 | 992,557.87 | - | (632,311.87) |
| Unit 7085 DAC | Rent (Note 3) | - | - | | - |
| | Rates | 17,510.00 | 21,500.00 | | (3,990.00) |
| | Total | 17,510.00 | 21,500.00 | - | (3,990.00) |
| Joyful House | Rent (Note 3) | - | 11,280.00 | | (11,280.00) |
| | Rates | - | 41,000.00 | | (41,000.00) |
| | Total | - | 52,280.00 | - | (52,280.00) |
| PPI(TP/N) | Rent (Note 3) | - | 396,000.00 | | (396,000.00) |
| | Rates | - | - | | - |
| | Total | - | 396,000.00 | - | (396,000.00) |
| Blissed House | Rent (Note 3) | - | 333,540.00 | | (333,540.00) |
| | Rates | - | - | | - |
| | Total | - | 333,540.00 | - | (333,540.00) |
| | Sub Total | 2,572,789.00 | 4,057,287.87 | - | (1,484,498.87) |

Notes :

1. The figures are to extracted from the paylist for March plus subvention released in late March of the financial year.
2. Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.
3. Rent includes all kinds of rent such as PHE rental, private rental, carpark rent, management fee, building maintenance fee and Government Rent

# Schedule for Rent and Rates

## Analysis of Subvention and Expenditure for the period from 1 April 2023 to 31 March 2024

Name of Agency : Yang Memorial Methodist Social Service

| Unit Code and Name | Subvention Element | Subvention Released (Note 1) | Actual Expenditure | Surplus (Note 2) | Deficit (Note 2) |
|---|---|---|---|---|---|
| PPI (KT) | Rent (Note 3) | - | 383,081.00 | - | (383,081.00) |
| | Rates | - | - | | - |
| | Total | - | 383,081.00 | - | (383,081.00) |
| PPI (YL) | Rent (Note 3) | - | 368,517.32 | | (368,517.32) |
| | Rates | - | 16,547.28 | | (16,547.28) |
| | Total | - | 385,064.60 | - | (385,064.60) |
| NSCCP | Rent (Note 3) | - | 37,058.72 | | (37,058.72) |
| | Rates | - | 2,131.79 | - | (2,131.79) |
| | Total | - | 39,190.51 | - | (39,190.51) |
| HSS- Wong Tai Sin | Rent (Note 3) | | 4,600.00 | | (4,600.00) |
| | Rates | | | - | - |
| | Total | - | 4,600.00 | - | (4,600.00) |
| | Sub Total | - | 811,936.11 | - | (811,936.11) |
| | Grand Total | 14,087,068.00 | 17,672,651.81 | 2,000.00 | (3,587,583.81) |
| | | <AFR IE> | <AFR IE> | | |

**Notes :**

The figures are to be extracted from the paylist for March plus subventions released in late March of the financial year.

Reimbursement fir rent and rates relating to previous financial year(s) (i.e. back payments) should not be included.

Surplus/Deficit for each element represents the difference between subvention released and actual expenditure.

Rent includes all kinds of rent such as ublic Housing Estate rental, private rental, carpark rent, management fee, building maintenance fee

## Schedule for Investment

## Detailed Analysis of Bonds/Notes as at 31 March 2025

Name of Agency : Yang Memorial Methoidst Social Service

| | 2025<br>HK$ | 2024<br>HK$ |
|---|---|---|
| **LSG Reserve as at 31 March** | 90,745,191.84 | 89,688,357.58 |
| | | |
| **Represented by :** | | |
| **Investments** | | |
| a. HKD Bank Account Balances | 7,751,188.78 | 15,382,932.16 |
| b. HKD Fixed Deposits | 82,994,003.06 | 74,305,425.42 |
| | 90,745,191.84 | 89,688,357.58 |

Note : The investments should be reported at historical cost.

**Confirmed by :-**

Signature :

林崇智

Rev Dr Lam Sung Che
Board Chairperson
Date: - 9 OCT 2025

Signature :

Lam Chun Ming
Director
Date: - 9 OCT 2025

Annex 3.1

**Schedule for Funding and Service Agreement services / Funding and Service Agreement-related activities supported by Other Funds or Donations for Designated Purposes**

**Analysis of Income and Expenditure for the Period from 1 April 2024 to 31 March 2025**

Name of Non-Governmental Organisation (NGO) (code): Yang Memorial Methodist Social Service ( 828 )

| No. | Activity Name | Source of Funding | Income Received: Other Funds or Donations for Designated Purposes (Note 1) (a) $ | Income Received: Programme Income (Note 2) (b) $ | Income Received: Total = (a) + (b) $ | Actual Expenditure (Note 3) (c) $ | Surplus / Deficit (Note 4) (d) = (a) + (b) – (c) $ |
|---|---|---|---|---|---|---|---|
| **I.** | **Funding and Service Agreement (FSA) services** | | | | | | |
| 1 | Lion Dance ( Second Phase) | Arts Development Fund for Persons with | 78,998.00 | - | 78,998.00 | 88,860.00 | (9,862.00) |
| 2 | Nam Shan Handbell Team | Arts Development Fund for Persons with | 99,216.00 | - | 99,216.00 | 110,740.99 | (11,524.99) |
| 3 | 腳踏實地 - 社區長者防跌計劃 Stepping On: Fall Prevention for Elderly in Community | Sir Robert Fund | 113,800.00 | - | 113,800.00 | 113,800.00 | - |
| 4 | 幸福齊創造-和諧社區共建造-KHCS | Hong Kong Housing Authority | - | - | - | 59,162.00 | (59,162.00) |
| 5 | 「活力健康好生活，佳節幸福樂安居」社區嘉年華 | Hong Kong Housing Authority | 9,424.80 | - | 9,424.80 | 9,424.80 | - |
| 6 | SEN.SHINE「揚」光計劃 | Woven Parents Empowerment Supporting Scheme | 140,000.00 | - | 140,000.00 | 16,480.00 | 123,520.00 |
| 7 | 「優勢為本」親子平行小組 學前單位社工服務支援基金-元朗公立中學校友會劉良驥紀念幼稚園 | 賽馬會童亮計劃 | - | - | - | 3,142.80 | (3,142.80) |
| | | **Sub-total (i)** | **441,438.80** | **0.00** | **441,438.80** | **401,610.59** | **39,828.21** |
| **II.** | **FSA-related activities** | | | | | | |
| | | **Sub-total (ii)** | | | | | |
| | | **TOTAL (i) + (ii)** | **441,438.80** | **0.00** | **441,438.80** | **401,610.59** | **39,828.21** |

Not

1 Funding received from sources other than the Social Welfare Department (SWD) for FSA services/FSA-related activites should be properly recorded under Note 5(c) "Other Funds or Donations for Designated Purposes" to the AFR. All relevant supporting documents

2 The relevant amount should be properly supported and included under Note 5(a) "Programme Income" to the AFR.

3 NGOs should be responsible for the utilisation of the other funding received for designated purposes for FSA services/FSA-related activities. As the amount aims to reflect the actual cash expenditure, the cost apportionment of Lump Sum Grant resources needs not be

4 If there is any unspent balance out of the non-SWD funded FSA services/FSA-related activities that must be returned to the funder, such payment shall be borne by the NGO's own resources.

# Amount should tally with those reported in the column of "Other Funds or Donations for Designed Purposes" in Note 8 to the AFR.

Confirmed by:
Signature: 林嘉榮
Chairperson:
Date: - 9 OCT 2025

Signature:
NGO Head/Head of Social Welfare Services:
Date: - 9 OCT 2025