



# 工程及醫療義務工作協會

Association for Engineering and Medical Volunteer Services



## 二零二一至二零二二年年報 Annual Report 2021- 2022



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# Association for Engineering and Medical Volunteer Services

## 工程及醫療義務工作協會

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### Mission Statement

To advocate and spearhead engineering and medical volunteering services and to integrate other social resources to enhance the independent living and quality of life of people with disabilities and elderly.

### 機構使命

綜合社會資源，倡導及促進工程及醫療義務工作，以增強殘疾人士及長者的獨立生活能力，並提昇他們的生活質素。

### Specific Targets

- to popularize the participation of professionals in volunteering works for the provision of services for people with disabilities, elderly and related people.
- to introduce new and improve existing services in step with social and technological developments
- to develop innovative service substance and delivery means

### 具體目標

- 推廣專業人士參與義務工作，為殘疾、長者及相關人士提供服務
- 緊隨社會及科技發展，創新及持續優化服務
- 發展嶄新的服務內涵及模式

*Social Servicing is Our Object,  
Professional Volunteering is Our Way*

專業技能 服務人群

## CHAIRMAN'S REPORT 主席報告

The spread of the pandemic and the imposition of a number of infection control measures by the government, affected the normal service delivery and activities of the Association in the past year. However, this did not stop our staff from providing innovative and quality services proactively to our users. The Association was supported by the Government, different organizations and business partners with anti-pandemic materials and gifts to our service users. All service units had conducted deep cleaning and sanitizing exercise, together with disinfectant spray, to provide a safe and clean environment for both our staff and service users on regular basis throughout the pandemic period.

At the peak of the pandemic, we adopted work-from-home policy on a rotating schedule and suspension of face-to-face meeting in order to protect the service users and staff from the risk of infection. We had attempted new ways to serve and maintain contacts to our service users. We managed to provide useful information and emotional support to service users actively through telephone, WhatsApp, YouTube or Zoom media in the period when our service users could not come to our service units. The campaign "Let's Fight against the Pandemic" was launched by the Integrated Home Care Services Team, in which the anti-infection supplies and food packs were sent to support the service users to stay at home and reduce their panic in facing the pandemic. The Association co-organized with the 'Medical Conscience' to conduct the online seminar 'Covid-19 Vaccination' and over 220 participants including our colleagues, services users and elderly service users from allied elderly institutions joined the function. The seminar enhanced the understanding and confidence on vaccination, and contributed to the fight against the epidemic together.

The outbreak of COVID-19 did not hinder the Association in expanding its services. The Association was sponsored by The Occupational Deafness Compensation Board to implement a 6-months social rehabilitation project for their members from October 2021 to March 2022. The service aimed to enable them to overcome their hearing difficulties, to enrich their life, to enhance their vitality, as well as to regain their confidence and motivation. This new service was compatible with the Association's mission to improve the quality of life of people with disabilities and enabled us to expand more new services in the future.

政府為控制新型冠狀病毒疫情實施多項措施，令大部份的服務及活動未能如常進行，但無礙協會各員工積極嘗試以創新模式繼續提供優質服務和保持與服務使用者聯絡。協會亦得到政府、團體及商界伙伴捐贈防疫物資和禮物包，轉贈服務使用者。為提供職員及訪客一個安全及健康的環境，各單位持續進行深層清潔、消毒及噴霧消毒殺菌。

於 2019 冠狀病毒疫情高峰期，服務單位安排職員輪流在家工作，減少員工之間及員工與服務使用者之間的接觸，並持續透過電話或即時通訊應用程式與服務使用者保持緊密聯繫，為他們提供最新資訊和情緒上的支援。為了支援長者及有需要家庭留在家中有足夠的防疫物資及減輕抗疫憂慮，綜合家居照顧服務舉辦了「齊起動、同抗疫」活動，預備了衛生防疫物資及食物包送贈給所有個案。本會與「醫護誠信同行」協辦「新冠疫苗網上講座」，共有超過二百二十位本會同事、服務使用者及友好長者機構的同工及長者參加，為共同抗疫出一分力。

疫情起伏，未有阻礙協會的服務拓展。其中協會成為「職業性失聰管理局 - 職聰復康網絡」新伙伴機構，獲資助為期六個月於 2021 年 10 月至 2022 年 3 月為局的會員推行社交復康服務計劃。計劃幫助他們克服聽覺障礙，充實自我，提升身心活力，重拾信心和動力。這項新服務回應協會提昇殘疾人士生活質素的使命，並有助本會未來拓展更多新服務。

In order to expand the working space of the Electric Wheelchair Repair Clinic and Resource Centre to meet the rising service demand, there was a relocation and service integration with the workshop of Technical Aids for Severe Disabilities / Computer Aids for Severe Disabilities (TASD/CASD) within this year. It was hoped that the volunteer training and service matching program “Care giving for the new power wheelchair user” could be resumed in the new workshop.

The Social Welfare Department had expanded 25 frail cases in our Integrated Home Care Services during the year. Professional services including nursing care, rehabilitation, cognitive training, caregiver support service, and psychosocial counselling were rendered to the service users.

Two years into the pandemic, we have come together for the common good, demonstrating our endurance, resilience, and determination to embrace and overcome the challenges – we embody the Lion Rock Spirit. This year, there was 42 new volunteers joined our Association and accumulated to a total of 370 members and volunteers. Orientation and relevant trainings were organized for new comers so that they could have a thorough understanding of the services operated by the Association. In the years ahead, the Association will continue to enhance the independence and quality of life of people with disabilities and elderly through professional voluntary services.

On behalf of the Association, I would like to express my deepest gratitude to many parties and partners, who share and support our vision and mission. They include the Social Welfare Department, related government departments, The Community Chest of Hong Kong, The Hong Kong Jockey Club Charities Trust, The Occupational Deafness Compensation Board, Medical Conscience, donors, volunteers, members, and corporate partners. Besides, my heartfelt appreciation to all staff members for their dedication in keeping the mission of the Association to serve the needy people in the society. With your support, we will continue to sustain the development, strive for excellence and reach for greater heights.

Leung Kwok Fai  
Chairman, Executive Committee

為解決電動輪椅一站通工場空間有限及服務需求不斷增加的情況，一站通與輔助儀器製作服務工場進行整合和搬遷到面積較寬敞的工場。期望「關懷新手電動輪椅使用者」義工培訓和服務配對計劃可以盡早恢復。

社會福利署於本年度新增 25 個體弱個案名額給協會綜合家居照顧服務隊提供服務。為體弱個案提供的服務支援更著重專業服務，包括復康運動、認知訓練、護老者支援服務、及社交心理輔導等。

這兩年內不斷面對疫情的威脅，協會肩負使命，與香港風雨同舟，以堅韌的獅子山精神克服困難，應對挑戰。今年共有四十二位新義工加入，令本會會員及義工增添至三百七十位。為使新加入的義工對本會的服務有更深入的了解，會舉辦迎新導向及提供相關的訓練。邁向未來，協會將繼續透過專業服務，增強殘疾人士及長者的獨立生活能力及提升生活質素。

本人謹代表協會，衷心感謝各同行者支持協會的願景和使命。當中包括社會福利署、各相關政府部門、香港公益金、香港賽馬會慈善信託基金、職業性失聰管理局、醫護誠信同行、捐款者、義工、會員、及業務伙伴。還有感激全體職員的委身貢獻，保持協會服務社會上有需要社群的使命。我深信，在各位的鼎力支持下，協會將致力持續發展，追求卓越，成就更上層樓。

執行委員會主席  
梁國輝



## TREASURER'S REPORT

### 司庫報告

The account for the year ended 31 March 2022 shows a surplus of **\$1,051,081**. The total income for 2022 was **\$36,867,421**. The distribution of the funding sources is as follows:

協會於2022年3月錄得盈餘為港幣一百零五萬一千零八十一元正。是年的總收入為港幣三千六百八十六萬七千四百二十一元正，收入的分佈百份比如下：

Designated donations :	指定捐款	1.63 %
Service income :	服務收入	15.00 %
Other :	其他收入	0.10 %
Subvention :	資助款項	
• The Hong Kong Jockey Club Charities Trust	香港賽馬會慈善信託基金	5.99 %
• The Community Chest	香港公益金	4.78 %
• Social Welfare Department	社會福利署	72.50 %

The Association adopted the Lump Sum Grant Manual issued by the Social Welfare Department since 2000. As at 31 March 2022, the balance of Lump Sum Grant Reserve and Provident Fund Reserve was **HK\$10,823,431** and **HK\$1,271,055** respectively. The balance of these two reserves was kept in two separate bank accounts.

協會自2000年起採納社會福利署整筆撥款手冊，截至2022年3月31日，整筆撥款儲備及公積金儲備的結餘分別為港幣一千零八十二萬三千四百三十一元正及港幣一百二十七萬一千零五十五元正，這兩個儲備已分別存放於兩個獨立賬戶。

The Lump Sum Grant Reserve was used on the funding and service agreement activities while the Provident Fund Reserve was spent on enhancing the welfare of non-snap shot staff. To facilitate staff recruitment and retention, the remuneration package was reviewed periodically to ensure that it commensurate with the market rate.

協會的整筆撥款儲備乃用於與津貼及服務協議相關的服務；而公積金儲備則用於優化非定影員工的福利。協會會因應人力市場的情況，檢視及調整員工的薪酬待遇，以確保與市場情況相稱，希望能有效提升招聘及挽留人材的競爭力。

To better utilize the provident fund reserve for non-snap-shot staff, the ExCo had enhanced the employer's contribution level and provided one-off injection to the mandatory provident fund of staff in this financial year.

為善用整筆撥款的非定影員工的公積金儲備，本會執行委員會今年將員工的公積金僱主的供款比率提高，並向員工的公積金戶口注入一次性的供款。

Our Executive Committee keeps close monitoring of the Association's financial condition to ensure the adequacy of provisions and ascertain the compliance with the funding and service agreement as well as obligations to employees.

協會的執行委員會會持續監察協會的財務狀況，確保財政穩健，以履行服務承諾及僱傭條例中對員工的責任。

HONG Wai-chi, Christina  
Treasurer, Executive Committee

執行委員會司庫  
康慧慈

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# SERVICES REPORT

## 服務報告



### Technical / Computer Aids Services for the Disabled

#### 弱能人士輔助儀器 / 電腦輔助儀器製作服務

Enhancing the independence of disabled persons and elderly through the design, fabrication, modification, installation and repair of technical and computer aids is the goal of the service. Apart from that, the repair and maintenance service for rehabilitation devices such as, computer assistive devices, manual wheelchairs and electric wheelchair, was also provided. To provide a comprehensive one-stop service for the users, clinical advice, consultation and recommendation on the design and appropriateness of technical aids for specific user were also rendered.

In 2021-2022, 15 new products were designed and fabricated. There was 11 new Technical Aids products (TASD) and 4 Computer Aids products (CASD). The new products from TASD including; the swing style angle spoons with various large handle, the new design wooden ramp and wooden rotate boards for child, the new design aluminum ramp, plastic ramp, shower chair extended support and the tailor made transfer bench. For computer related product, the new devices, including the new iPad key guards and RFID music note feedback board. During this period, 20 pieces of rehabilitation software were designed and collected. These software were largely related to cognitive training and rehabilitation.

通過輔助儀器和電腦輔助設備的設計、製造、修改、安裝和維修來增強殘疾人士和長者的獨立生活能力是本服務的目標。此外，服務亦提供電子輔助儀器、手動輪椅及電動輪椅等康復設備的維修保養服務。為了向服務使用者提供更全面的一站式服務，服務還會針對特定使用者對輔助設備的設計和適用性提供了臨床諮詢和專業建議等工作。

2021-2022 年度，服務總體設計及製造了十五件新產品。輔助儀器製作了十一件新產品，電腦輔助儀器服務則製作了四件新產品。輔助儀器製作的新產品包括：不同角度的加大手柄匙羹，新設計的木製斜坡和木製兒童旋轉板，新設計的鋁斜坡，塑料斜坡，淋浴椅延伸支撐，和度身訂制的轉移台。至於電腦輔助儀器相關產品方面，新設備包括新的 iPad 按鍵保護套和近場通訊音符反饋盒。在此期間，服務共設計並收集了二十個康復軟件。這些軟件主要與認知訓練和康復有關。





The Product Development Group meeting had been suspended due to the infection control as well as the relocation of workshop. The meeting would be re-started once the COVID-19 becoming stable and the workshop integration process completed. Although the meeting was suspended, some product ideas were materialized with the actual devices being fabricated. The design and fabrication of these product ideas including the new design ruler and new design compass for student with mentally handicapped or special education needs. Some products had already completed while the development of others were still in progress.

Under the impact of severe outbreak of COVID-19 epidemic, all the demonstration session or seminar, even the physical outreaching talk from Occupational Therapist / Physiotherapist had been suspended. All the demonstration and promotion services were proceeded through on-line meeting and YouTube channel. At the same time, the relocation and integration of workshop with electric wheelchair repair clinic carried out within this period. However, as the community seemed to be get used to the epidemic condition as well as the service needs existed even under the social restriction policy, the total number of request was mildly improved as compared with the last year. It was hoped that as the epidemic becoming more stable, the resume of the community social interaction could provide more opportunity for the service to promote the new workshop and new products created within these two years.

To upgrade the quality of service rendered, comprehensive after sale service was provided. Other than the user manual, the service also provided product exchange service. As if the buyer found some quality issues of our products, the service would exchange product without any additional charges.



由於感染控制以及工場搬遷事宜，產品開發組會議已暫停了一段時間。一旦疫情變得穩定並且工場整合過程完成，會議將重新展開。儘管會議現時暫停了，但一些創新意念隨著實際設計及製造而得以實現。這些創意產品包括新設計的尺子和新設計的圓規，這些都是適用於有弱智或特殊教育需要的學生。當然到目前為止有一些新產品已經完成，而另一些產品仍在開發中。

在新冠疫情嚴重爆發的影響下，所有的演示會或研討會，甚至職業治療 / 物理治療服務中的實體外展講座都已暫停。服務唯有通過線上會議和 YouTube 頻道完成了所有的演示和推廣服務。同時，在此期間進行了與電動輪椅維修工場的搬遷和整合工作。不過，由於社區似乎已經習慣了疫情，加上即使在社會限制政策下仍有服務需求，所以服務申請總數比去年略有改善。希望隨著疫情趨於穩定，社區社交互動的恢復可以為服務業提供更多機會，推廣這兩年創造的新工場與及新產品。

為提升服務質量，提供完善的售後服務至為重要。除用戶手冊外，服務還提供產品退換服務。如果買家發現我們的產品存在質量問題，服務可以提供產品換貨政策，而無需任何額外費用。

The service continued to solicit feedback from users through user's satisfaction survey. In order to facilitate the data collection, the application of QR code had been applied on the survey operation. The service user could complete the on-line survey questionnaire through scanning the QR code on the delivery note by a mobile device. The result would be automatically saved in the network and could easily be analyzed and reported if necessary. During the reporting period, the survey findings reflected that 80% of the service users considered that the application of technical and computer devices could enhance their independence and quality of life. Moreover, 80% of the service users considered that more effective training could be rendered through the application of assistive devices. Through individual contact with the service users, invaluable comments were gathered and ideas for further improvement of the products were also solicited.

服務繼續通過用戶滿意度調查收集用戶的回饋。為了方便收集過程，在調查操作中更增設應用二維碼。服務使用者可以通過移動設備掃描交貨單上的二維碼完成在線調查問卷。結果將自動保存在網絡中，必要時可以輕鬆分析和報告。報告期內，調查結果顯示，百份之八十的服務使用者認為應用科技及電腦裝置可提升其獨立性及生活質素。此外，百份之八十的服務使用者認為可以通過應用設備來提供更有效的培訓。通過與服務用戶的個別接觸，收集了寶貴的意見，並獲得了進一步改進產品的意見。

Statistics 統計數字		2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數	
Design and fabricate technical and computer aids 設計及製造輔助儀器	21,100	
Repair technical and computer aids 維修輔助儀器	7,550	
Modify and evaluate regular technical and computer aids 改良及評估現有的輔助儀器	485	
Provide clinical consultation and recommend appropriate aids for people with disabled and elderly 為殘疾人士及長者提供臨床評估及提供使用儀器的跟進及諮詢服務	25,060	
Disseminate information on technical and computer aids to rehabilitation and elderly service workers 向復康及安老服務工作者提供輔助儀器的資料	2,000	
Organize demonstration sessions 安排示範及展覽	482	



## Resopedia 復康軟件百科

<http://resopedia.emv.org.hk>



Resopedia, the short form for Rehabilitation Software Cyclopeda, was established in 2009. It consisted of a collection of software and related information which served as useful resources for rehabilitation professionals working with people with disabilities and elderly. The software and information were categorized, hyperlinked and uploaded on internet for easy search and reference. The set up of this on-line information platform brought convenience and flexibility to rehabilitation professionals. The service was free and had no membership restriction.

The materials posted on Resopedia were categorized according to the characteristics of the software and targeted users. Users' classification included people with physical disabilities, visual impairment, hearing impairment, autism spectrum conditions, intellectual impairment, cognitive impairment, communication impairment, dyslexia, attention deficit and elderly. Software was categorized under auxiliary control, auxiliary communication, rehabilitation, early education, games and teaching tools. Most of the collections were used in ipad and android apps platform. Besides, keyword search function, which allowed users to look for relevant information more efficiently, was also provided.

「復康軟件百科」成立於 2009 年，收集了一系列有關復康的軟件及相關資料，為從事復康工作的專業人士提供一個豐富的資源，協助他們為殘疾及年長的服務使用者設計訓練及教育課程。這些復康資訊經整理分類，並上載到互聯網，透過網上的運作形式，使用者可自行搜尋合適的軟件，以配合需要。服務使用者無需註冊，費用亦全免，復康工作者可自行登入網站，使用各類軟件及資料，令服務更方便使用及富彈性。

由於復康軟件種類繁多，網站提供兩類主要的搜尋功能，包括按使用者及按軟件特性分類。按使用者特性的分類包括肢體殘疾人士、視覺受損人士、聽覺受損人士、自閉症譜系障礙人士、智障人士、認知受損人士、讀寫障礙人士、專注力缺乏人士及長者；而按軟件特性的分類，則分為輔助操控、輔助溝通、復康治療、早期教育、電腦遊戲及教學工具。大部份搜集的軟件可應用在電腦及流動應用程式平台。網站同時加入關鍵字搜尋功能，讓使用者能更方便及有效地獲取資訊。

In 2021-2022, over 60 programs related to early education for pre-school children with various disabilities were collected. The programs enabled them to learn language and daily living skills through the funny and interesting games. Some collections related to the rehabilitation therapy for those with hearing, vision and speech disability to enhance their physical and mental abilities. Besides, there were a few collections for training of cognitive function through interactive computer games.

Up till March 2022, over 1,154 pieces of software were classified and uploaded on the library. A total of 1,800 login counted with over 6,000 service users benefited from the service during the year. The service maintain a stable utilization in compare with past year. The information on rehabilitation software was bilingual to enable more users to benefit from the collected apps and software. Besides, to enable the trainers to select appropriate training programs, user guides and readme files were attached to the new collection.

在報告期間，共搜集了超過六十個有趣的電腦遊戲，協助有不同殘障的學前兒童學習語言及日常生活技能；圖書館亦搜集了有關復康治療的輔助軟件，讓聽覺、視覺及語言有障礙人士能夠增強身心機能。此外，亦搜集了一系列有趣的互動電腦遊戲軟件，訓練認知功能。

截至 2022 年 3 月，已上載一千一百五十四個軟件，並作系統分類，登入瀏覽人次超過一千八百，共有六千人受惠於這個服務，與過去一年比較，使用人次維持穩定。由於大部份從網上搜羅的軟件都以英文為主，為方便本地使用者，所有上載的軟件都翻譯成中文，而新搜羅的軟件亦附上使用說明及讀我檔案，讓使用者更容易選取適合軟件。



## Information Technology Solution for Rehabilitation 復康科技資源站

The 'Information Technology Solutions for Rehabilitation' was established in April 2017 with the support from Community Project Grant of the Hong Kong Jockey Club Charities Trust. The project consisted of two major services, namely 'Computer Rehabilitation Resource Station (C-Rehab)' and 'e-Workshop'. The former concentrated on the design of online training software while the latter focused on the development of hardware and hardware cum software. The combination of these two services provided a comprehensive and one-stop service for product design and production. The ultimate goal was to enhance the independence of people with disabilities and elderly through the utilization of information technology.

承蒙「香港賽馬會慈善信託基金社區資助計劃」資助，「復康科技資源站」於 2017 年 4 月成立，服務結合兩個產品製作服務，分別為「電腦復康訓練資源站」及「數碼工作室」，前者集中發展網上軟件，後者則設計及發展硬件及軟硬件。兩者的結合能提供一個全面性及一站式的產品設計及製作服務，最終目標是透過應用資訊科技增強殘疾人士和長者的獨立生活能力。



## C-Rehab

### 「電腦復康訓練資源站」



Three major training zones namely 'Training Zone for Intellectual Disability' (智樂區), 'Training Zone for People with Specific Learning Difficulties' (雋樂區) and 'Training Zones for Elderly' (耆樂區) which served people with intellectual disabilities, people with learning disabilities and elderly respectively were established. New training programs were developed on multi-platform from traditional desktop computer, tablet and mobile so as to keep in pace with the touch panel display with varying sizes. It enhanced accessibility and enabled the training to be conducted under both outdoor and home-based environment.

Under the COVID-19 epidemic situation, all the face-to-face classes in Hong Kong including kindergarten and special schools were suspended. The students could only stay at home to attend online training. However, there was little influence to the usage of the Station. Through the internet platform, the members and users could continue training at their home environment without restriction of time and physical barriers.

資源站將現有教材分為三區，分別為「智樂區」、「雋樂區」和「耆樂區」，適合智障人士、學習障礙人士及長者作復康訓練用途。隨著平板電腦的普及，軟件的設計能配合不同大小觸控式螢幕，方便使用者能以桌上電腦、平板電腦甚或智能手機在不同地方進行訓練，訓練地點亦可延伸至家居、中心及戶外環境，從而提供更多方便及彈性予使用者。

在新冠疫情下，全港包括幼稚園及特殊學校在內的所有面授課程均已暫停，學生只能留在家中進行網課。縱然如此，對網站的使用影響卻不大，透過互聯網平台，會員和使用者可不受時間和身體障礙的限制，在家中持續進行培訓。



To keep up their home-based learning and to make the best use of the time during this period, some training programs were specially designed to meet with their school learning and curriculum. A new program to learn the major mathematics forms including addition, subtraction and multiplication was designed. The games provided choices for learning the calculations in vertical and horizontal formula which met with learning form of the students from special schools. The users could learn mathematics in an interesting way and experience the pleasure and satisfaction for continual of getting the right answers.

在疫情期間，為了讓學生善用時間並繼續保持學習，網站特別設計了不同軟件，以配合學校課程的需要。新軟件讓學生學習數學計算方式，包括加法、減法和乘法，軟件可選擇以垂直和水平公式學習運算，以配合特殊學校的需要。使用者可以有趣的方式學習數學，體驗學習的樂趣和滿足感。



Besides, the Cangjie input method cum practice, recognition of Chinese characters, learning about human body and recognition of different festivals in Hong Kong were developed. The programs were welcomed by the school users which capturing their interest to meet the needs to keep up their learning when staying at home.

此外，還開發了倉頡輸入法、漢字識別、認識身體和介紹香港節日等軟件，這些軟件能配合學生的興趣，並能配合他們的學習需要，受到了學校使用者的歡迎。

A popular game, Sudoku (數獨) for the training of logical procedure was also designed. The program required the player to use logical thinking to find the solution of each cell. The games provided three levels of difficulty and six kinds of background graphics and the users could select the game level and graphic according to their own preferences and capabilities.

網站還設計了一款用於訓練思維的流行遊戲「數獨」，此軟件遊戲要求玩家使用邏輯思維來找出每個單元格的答案。遊戲提供了三個難度級別和六種背景圖形，用戶可以根據自己的喜好和能力選擇遊戲級別和圖形。

The Google Chrome discontinued to support Adobe Flash by the end of 2020. As the majority of the training programs on C-Rehab



Station were designed in Flash platform, the change had great impact on C-Rehab Station as the existing programs in Flash mode were unable to operate under chrome browser. In facing of this critical change, the team had drawn contingency plan and studied the best solution for migrating the existing programs to the new HTML5 version. The most welcomed programs were selected to be the priority for adaptation and the same type of programs were integrated such that the migration could be more organized. At the same time, the occupational therapist studied the existing programs and injected into new training elements and created new characters to enhance the program attractiveness and training effectiveness. The new HTML5 platform also provided a more concise and clear classification for easy search and application. With the greatest team effort, over half of the total programs of around 270 programs were enhanced in the Station, were migrated to the new HTML5 version with clear classification by end of March 2022. The usage and login rate were maintained and members could use the materials in the Station in different platforms including desktop computer, notebook, pad and mobile phone which could provide flexibility for service users.

During the reporting year, the membership size had grown steadily. As at March 2022, the members of the Station was almost up to 2,000 with over 400 were new members. Over 44,000 persons benefited from the service and the monthly login rate was over 5,000. Other than individual users, there were members came from hospital, elderly institutions, special schools, child care center, kindergarten, day activity center, rehabilitation workshop cum hostel and other rehabilitation agencies.

Service evaluation was conducted through questionnaires so as to solicit members' comments and feedback on the training materials. During the past year, a total of 208 completed questionnaires were received. Over 90% of the respondents were satisfied with the content, design, layout and effectiveness of the training programs. The overall satisfaction rate was up to 98%. Besides, most of the users commented that the training programs were useful and expressed their appreciation for our effort for the development of the Station. In addition to the use of questionnaires, a simple pop-up short evaluation was attached to each program to solicit users' feedback in a quick and easy manner. During the reporting period, over 6,000 pop-up short evaluation forms were received and 88% agreed that the training programs could enhance the learning interest and motivation of the service users. It also improved their common knowledge and daily living skills.

在 2020 年底，谷歌瀏覽器不再支持 Adobe Flash。由於資源站上的大多數訓練軟件都是在 Flash 平台上設計的，因此 Flash 模式下的軟件無法在 chrome 瀏覽器下繼續運作。面對轉變，團隊制定了應急計劃並將現有軟件遷移到新的 HTML5 版本的方法，團隊將最受歡迎的軟件作優先修改及重新分類，同時，職業治療師對現有項目進行研究，注入新的培訓元素，塑造新的人物造型，提升軟件的吸引力和培訓效果。新 HTML5 平台有更簡潔的分類，方便使用者搜索和應用。在團隊努力下，截至 2022 年 3 月，整體軟件數量的一半合共超個二百七十個軟件已遷移到新平台，令使用率和人次能夠保持穩定，各會員亦能在座台式電腦、手提電腦、平板電腦和手機等不同平台使用站內軟件及資料，為服務使用者提供更大靈活性。

在這年間，資源站的會員人數有穩定增長。截至 2022 年 3 月，會員人數已增至接近二千人，其中有超過四百位新加入會員，新會員除個人會員外，有來自醫院、長者中心、特殊學校、早期訓練中心、幼稚園、展能中心、庇護工場暨宿舍及其他復康組織登記成為機構會員；每月的平均瀏覽人次超過五千，共有超過四萬四千多位服務使用者受惠。

在這段期間，資源站進行了服務檢討，共收回二百零八份問卷，超過九成的使用者對內容及設計都表示滿意，亦認同資源站能切合訓練需要，增強訓練效率，整體滿意率高達百份之九十八，用家都表示軟件很有用，亦讚賞員工團隊的努力。此外，每個復康軟件亦附有簡單的網上檢討問卷，在這年內，共收回超過六千份網上檢討問卷，百份之八十八的回覆均認同訓練軟件能增強使用者的訓練興趣及動機，亦能增強基本知識及日常生活技能。

## e-Workshop

### 「數碼工作室」

The service focused on the design, fabrication and modification of assistive devices and rendered clinical consultation to people with disabilities and elderly to enhance their independence and quality of living. To enhance the working efficiency, the new e-Workshop was integrated with the workshop of Technical/Computer Aids Services for the Disabled and Electric Wheelchair Repair Clinic and Resource Centre and relocated in the reporting period. The new e-Workshop provided larger space for the future development especially for the 3D printing service expansion.

During the reporting period, five new hardware namely, key guards for iPad (new version), iPad Air and iPad Pro added with specially designed function, RFID music note play box, twenty-four pieces T-Glase block for sensory integration assessment; and one hardware cum software namely spoon eating training package were developed. These devices could facilitate the users to access the IT and computer equipment and received training for activities of daily living. Besides, new technology on the new version of Bluetooth wireless connection had been fully explored and applied in the design and fabrication of new devices. It provided stable wireless connection with the computer and iPad devices.

Throughout the year, three hardware were enhanced with the new designs and the application of different materials which included palmar grasp switch with various loading, chopstick training package and power grip training package. The exploration of 3D printing technology was continued and new printers and

工作室旨在設計及製作輔助器材，並提供產品諮詢及評估，以增強殘疾人士及長者的獨立生活能力和生活質素。在報告期內，進行了廠房搬遷和整合規劃，以提高整體工作效率。新的數碼工作室與弱能人士輔助儀器製作服務及電動輪椅維修一站通相互結合，為未來的服務擴展特別是三維打印服務，提供了更大的發展空間。

在報告期內，工作室共設計及製作了五件硬件和一件軟硬件，包括三款為蘋果平板電腦 iPad, iPad Air 及 iPad Pro 而設計的按鍵保護套、近場通訊音符發聲器、三維打印兒童感覺統合評估工具套及一款以軟硬體結合的匙羹進食訓練套件。這些產品能協助使用者連繫電腦及相關器材，方便用作日常生活技能訓練。此外，已掌握新一代藍芽無線連接技術，並可應用到新產品的設計及製作，為電腦和蘋果系統器材提供穩定的無線連接。

在這年度，透過新設計及應用不同物料，為三件硬件進行改裝，以提升效能，包括手握力訓練按鍵、筷子訓練套件及手握力訓練套。本會持續應用三維打印技術，並探究不同的三維印刷機



multifarious printing materials were sourced. The new printing materials T-Glase, which was food-grade approved from FDA, had been fully explored for the production of children eating and assessment products.

Services evaluation was conducted and a total of 29 complete questionnaires were received. Over 80% of the respondents were satisfied with the function, design, craftsman, durability, price and user guidelines of the devices. Besides, over 80% of the respondents agreed that the devices could meet the function needs and reduced their reliance on others. In addition, over 80% of the rehabilitation personnel and trainers agreed that the training effectiveness was enhanced through using these training devices and the overall satisfaction rate up to 85%. The positive results showed that e-Workshop was able to fulfill its objective to meet the training and learning needs of elderly and people with disabilities.

Due to the spread of Coronavirus, the promotion through seminar and talk was suspended and replaced by the production of YouTube videos. Over five YouTube videos for the introduction of rehabilitation and training aids, product demonstration, rehabilitation exercise and special pediatric training were uploaded in YouTube channel.

及物料，為使用者提供度身訂做的產品，滿足個別用者的需求。此外，對獲得 FDA 食品級認證的新型打印材料 T-Glase 進行了充份研究，可為兒童食具或訓練器材製作三維產品。

在這段期間，工作室共收回二十九份服務評估問卷，超過八成的使用者對產品的功能、設計、手工、耐用度、價錢及使用指引都表示滿意；有超過八成的使用者表示產品能滿足他們的需要及減低對他人的倚賴；亦有超過八成的復康工作者及訓練人員認同應用器材能提升訓練效能，整體的滿意度亦達至八成半，這些正面的回應顯示工作室的服務能滿足長者及殘疾人士訓練及學習需要。

由於疫情持續，是年產品宣傳活動包括研討會及講座亦暫緩舉行，改以製作 Youtube 短片作網上宣傳為主。在報告期內，工作室共製作了超過五段短片，介紹本會各類復康及訓練器材，以及如何應用器材在日常訓練中。

Statistics 統計數字	2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數
Membership of the Station 會員人數	1,990
Design & fabricate training programs 設計及製作訓練教材	44,000
Demonstration and promotion to potential users 向使用者示範網站的使用	210
Usage of resource library and photo library 使用復康資訊及圖片庫	6,000
New hardware or Hardware-cum-software 硬件 / 硬件連軟件	10,000
Clinical consultation and assessment 諮詢及評估	5,100





## Jockey Club Digital Inclusion Centre 賽馬會數碼共融中心

Currently, the Centre mainly provide 'e-Brain', 'Community Rehabilitation Project' and regular service. 'e-Brain' rendered assessment as well as individual and group training for elderly aged 60 or above with physical or cognitive impairment. The service target was mainly the elderly referred by the local Integrated Home Care Service Teams. 'Community Rehabilitation Project' rendered assessment and treatment for people who had been suffering from the illness or general health deterioration. The tailor-made treatment plan for participants by occupational therapist could improve their mobility condition.

Due to the impact of the epidemic, the number of participants of the indoor group activity was reduced from 4-5 to 2-3 for keeping appropriate social distance and reducing risk of infection. Each participant had to measure body temperature, wear mask and disinfect his/her hands with alcohol hand sanitizer before and after exercise. The elderly and their families supported the infection control arrangement and willing to cooperate. In addition, all rooms, utilities and equipment were disinfected regularly before and after the training to ensure cleanliness and hygiene. There were seven elderly users attended the training in the year. In the 'Community Rehabilitation Project', there was one participant who suffering from stroke attended 21 sessions of rehabilitation training.

賽馬會數碼共融中心現時提供的服務主要是「數碼長腦」、「社區復康計劃」及恒常的中心服務。「數碼長腦」主要為六十歲以上有體能或認知障礙的長者提供評估及訓練服務，而現時的服務對象主要是為區內接受綜合家居服務的長者，為他們提供持續的個別及小組訓練。

「社區復康計劃」則為有復康治療需要的社區人士而設，希望透過職業治療師為參加者度身訂造的治療計劃，改善因疾病或年長帶來的問題，提升他們的活動能力。

過去一年受著新冠肺炎疫情的持續影響，為減低房間的密集程度及感染風險，中心將每組參與活動人數由原先的四至五位參加者一組減至二至三位參加者一組。每位參加者在進入中心時也必須量度體溫、配戴口罩及運動前後用酒精搓手液消毒雙手，而長者及家屬也贊成安排及願意配合。另外，中心的所有房間、公用物品及運動器材也會定時進行清潔消毒，確保衛生。而在這年一共有七位長者參與「數碼長腦」。至於「社區復康計劃」則為一位因受中風影響的參加者提供二十一節的復康訓練。

至於中心服務方面，由於受到新冠肺炎的影響，部份興趣小組和活動也被迫暫停或延期舉行。同樣地興趣班及小組的參與人數由往時的六至八人減至三至五人，而每位參加者在進入中心時也必須量度體溫、配戴口罩及用酒精搓手液消毒雙手。而在這一年，中心舉辦二十六個興趣班，包括有：手機應用及網上購物、健體運動、手工及小食製作等，合共有一百一十五位服務使用者參與。

為配合政府的防疫措施，中心在 2022 年 2 月底開始推行『疫苗通行證』計劃，凡

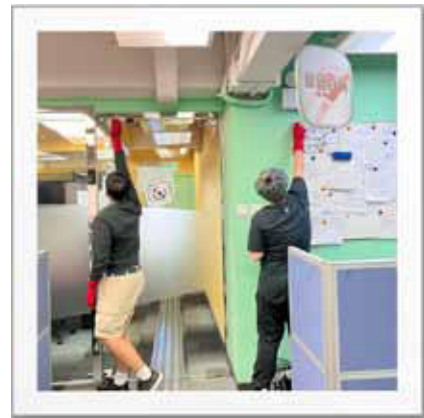




Besides, some interest groups/activities were also terminated or suspended due to the epidemic. Similarly, the number of participants in the interest group was also reduced from 6-8 to 3-5, and each participant had to measure temperature, wear masks and disinfected his/her hands with alcohol hand sanitizer when entering the Centre. In the last year, we had organized 26 interest classes, including mobile phone application, online shopping, physical exercise, handicraft and dessert making etc. for 115 service users.

To align with the government's epidemic prevention measures, we had implemented the "vaccine pass" since February 2022. Everyone entering the Centre must show the vaccination record, so to reduce the risk of mutual infection. Due to the 5th wave of Covid-19 outbreak, the services were suspended from January to March 2022. In February, we conducted comprehensive disinfection and cleaning for the Centre. We hoped to provide a clean, safe and comfortable environment for the service users.

進入中心人士，必須出示疫苗接種紀錄，希望能減低互相感染的風險。2022年1月至3月期間第五波的疫情嚴峻，中心全面暫停所有活動及對外開放。為了日後重啟中心作準備，中心在二月安排了消毒公司為中心作全面的消毒及清潔，希望為參加者提供一個清潔、安全及舒適的訓練及學習環境。



## Community Occupational Therapy 社康職業治療服務

To maximize the functional ability of people with disability and elderly such that they can integrate into the community and live independently with improved quality of life are the goals of Community Occupational Therapy Service. The scope of the service included:

- (a) Assessment and training of activities of daily living;
- (b) Home and work place assessment;
- (c) Consultation on home and work place modification;
- (d) Recommendation and prescription of assistive devices;
- (e) Provision of home oxygen therapy; and
- (f) Caregiver education.

Although the COVID-19 epidemic seriously affecting the society in the second half of the financial year period, the total number of service provided in the reporting period remained similar as compared with the previous year, and the out-reaching service had been resumed at a certain level when the coronavirus condition

讓殘疾人士和長者發揮最大限度能力，使他們融入社區並獨立生活，為他們提高生活質量是本服務的目標。服務範圍包括：

- (a) 評估和訓練日常生活及活動能力；
- (b) 家居和工作環境評估；
- (c) 改裝家居和工作環境提供專業意見；
- (d) 推薦及提供合適的輔助儀器；
- (e) 家居氧氣治療；和
- (f) 照顧者訓練。

儘管新冠疫情在本年度下半段對社會造成嚴重影響，但今年提供的服務總數與上年相若，外展服務情況已回復到一貫水平。為確保所有緊急個案都能在合理的等候時間內得到服務，職業治療師會

became stable. In order to ensure all the urgent cases could receive service within a reasonable waiting time, occupational therapist contacted all referring worker once the referral received and prioritized all those with special needs to attain the service. In order to protect both the service users as well as therapists, all the infection control measures were in place. At the same time, the new network service data collection system had been established. The system allowed therapists to collect and input all service data related without face to face contact. That means the service could be operated even under quarantine or restriction testing declaration.

The majority of referred applications received was home safety assessment. Besides, the number of referrals related to information and communication technology support services as well as the configuration and training of electric wheelchairs remained similar as the last year; while the number of referrals received for the electric wheelchair driving training courses was reduced due to the COVID-19.

The opinion and feedback of the service user were essential to the continuous service improvement. In order to facilitate the data collection and evaluation processes, the digital questionnaire system had been applied in the daily service routine. The therapist could complete the questionnaire via scanning the QR code on the assessment form by mobile phone. All the data would be input and stored in the network automatically. Such system could save time as well as extra manpower resource to collect and analyze the data.

在收到轉介後聯絡所有轉介人，並優先安排所有有特殊需要的人士為他們提供優先服務。為了保護服務使用者和治療師，我們採取所有感染控制措施。同時，服務建立了新的網絡服務數據採集系統，該系統還可以允許治療師在沒有面對面接觸的情況下收集和輸入所有相關的服務數據，這意味著即使在隔離或受限制區域圍封下也可以維持服務運行。

服務所收到的大部分轉介是申請家居安全評估。此外，有關資訊及通訊科技支援服務，與及電動輪椅配置及培訓的轉介數目與去年大致相若；而電動輪椅駕駛培訓課程收到的轉介數量則因新冠疫情而有所減少。

服務使用者的意見對於進一步改善服務至關重要。為了方便數據收集和分析，網上問卷系統已應用於日常服務程序中。治療師可以用流動電話掃描評估表上的二維碼以完成問卷。所有數據將自動輸入並存儲在網絡中，這做法可以節省時間和額外的人力資源於收集和分析數據。



Users' feedback and satisfaction had been assessed to evaluate the effectiveness of the services. This year, more than 80% of service users agreed that there was improvement in the performance of their daily living through environmental and/or assistive device configurations; more than 80% of service users had improved their physical function through prescribed home fitness activities; more than 80% agreed that the service allowed them to continue living in the community; more than 75% of service users agreed that the service could enhance their self-confidence and life satisfaction; 75% of the caregivers' caring skills were improved through the training provided to them. These findings helped improving services quality and set direction for future service development.

服務使用者的回饋和滿意度經過數據收集和分析以評估服務的有效性。本年度超過百份之八十的服務使用者同意通過環境和 / 或輔助設備配置改善了他們的日常生活表現；超過百份之八十的服務使用者通過特定的家居健身運動改善了身體機能；超過百份之八十的人同意服務使他們能夠繼續在社區生活；超過百份之七十五的服務使用者認為該服務可以增強他們的自信心和生活滿意度；百份之七十五的照顧者的技能通過提供給他們的培訓而得以提升。這些資料有助於維持服務質量並為未來的服務發展制定指導方針。

Statistics 統計數字		2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數	
Provide assessment and training on activities of daily living 提供日常生活技能的評估及訓練	349	
Recommend and provide appropriate assistive devices 推薦及提供合適的輔助儀器	211	
Recommend home and/or work environment modification 提供家居及工作地點改裝的建議	229	
Provide oxygen therapy 提供氧氣治療服務	100	
Render training to caregivers 提供照顧者訓練及諮詢服務	103	



## Occupational Therapy / Physiotherapy Services 職業治療 / 物理治療服務

The service aimed to equip elderly, caregivers and volunteers with knowledge and skills to enhance their functioning and/or their caring skills through the organization of educational talks, workshops and training.

The overall number of educational talks delivered had not been affected much even under a severe outbreak of the fifth wave COVID-19. As more agencies and audiences used to apply various kind of network devices like mobile phone, tablet or computer to attend online meeting, the service adopted a hybrid mode of service delivery, providing both online and face to face seminar simultaneously, and to achieve maximum flexibility for the service users.

During the reporting period, Osteoarthritis care and transfer technique still were the most popular topics. In addition, two new topics related to home oxygen therapy as well as the post-COVID-19 rehabilitation were created. Two topics related to introduction of dementia and application and maintenance of walking aids for the elderly were enhanced. These trainings were delivered to caregivers, volunteers as well as home care workers. With the availability of these knowledge and skills, the general health condition of both the service providers as well as the service recipients could be enhanced. These new topics were promoted to other related agencies and were much welcome by them.

Feedback from users was solicited through satisfaction survey. The digital questionnaire system had been applied in the service. Therapist or service users could complete the survey form by scanning the QR code printed on the service application form. All the data related would be collected and analyzed accordingly which can save manpower and time recourse. According to the latest service review, the overall response was positive. 80% of the carers agreed that their knowledge and skills in caring were enhanced, and 70% of the service users had acquired appropriate self care skills through participating in these training.

本服務旨在通過舉辦教育講座、工作坊和培訓，為長者、照顧者和義工提供知識和技能，從以提高他們的能力和 / 或照顧技巧。

即使在第五波新冠疫情嚴重爆發的情況下，服務提供的教育講座總數也沒有受到太大影響。越來越多的機構和觀眾習慣於使用手機、平板電腦或電腦等各種網絡設備來參加線上會議。本服務現在更多採用混合服務方式進行活動，即同時提供在線和面對面的講座活動，以便為服務使用者提供最大的靈活性。

報告期內，骨關節炎的護理和轉移技巧仍是最熱門的話題。此外，服務還開發了與家居氧療以及新冠患者康復相關的兩個新主題。服務同時更新了有關認知障礙症的介紹和長者助行器的應用與維護兩個專題。這些培訓內容都能提高義工們以及照顧者的照顧技巧及減低照顧壓力。增進了這些知識和技能，他們就可以提升自己和服務接受者的整體健康狀況。這些新課題已被推廣到其他相關機構並廣受他們的歡迎。

服務通過滿意度調查收集服務使用者的回饋，並使用了網上問卷系統，治療師或服務使用者可通過掃描服務申請表上的二維碼完成調查表。所有相關數據都會被收集和分析，從而節省人力和時間資源。根據最新的調查結果，整體反應是積極的。百分之八十的護老者同意他們的護理知識和技能有所提高，百分之七十的服務使用者通過參加這些培訓獲得了適當的自我護理知識。





## Statistics 統計數字

2021-2022

Service provided 所提供服務	No. of clients served 接受服務人數
Organization of talks, workshops and training for elderly, caregivers and volunteers 為長者、照顧者及義工提供講座、工作坊及訓練	325
Organization of activity group 舉辦活動小組	100



## Integrated Home Care Services 綜合家居照顧服務

Subsidized by the Social Welfare Department (SWD), Integrated Home Care Services are home-based community care services providing a range of care and support services to elderly persons aged 60 or above living in the community. These cases are categorized into ordinary and frail case. The services aim at facilitating service users to age in the community as long as possible and maintaining their optimal level of functioning, and hence to accomplish the ultimate objective of "Ageing in Place". Individuals aged under 60 with disabilities and families with social need are also included in the service targets. In 2021-2022, Integrated Home Care Services provided services to 177 users, with a half-and-half ratio of the ordinary and frail cases, including 167 elderly service users and 10 persons with disabilities and family service need. The home care/support services include meal delivery service, personal and nursing care, rehabilitation exercise and cognitive training, escort, household cleaning, purchase and delivery of daily necessities, home safety assessment and advice, elderly carer support and other services (childcare, day respite, nutrition and health care, etc.).

As the demand for community care services increased, an additional of 25 frail elderly cases were benefited from the Integrated Home Care Services under SWD subsidy this year. Service focus was the provision of professional services including home-based rehabilitation, nursing care and home support

獲社會福利署的資助，提供一系列家居為本的社區照顧服務給居住在社區內六十歲或以上長者（分為普通個案及體弱個案），幫助他／她們保持最佳的活動能力，得以“居家安老”留在熟悉的社區生活。此外六十歲以下有社會需要的個人、家庭及殘疾人士亦是我們的服務對象，獲提供家居支援服務。在 2021 至 2022 年間，共提供服務予一百七十七位個案，普通及體弱個案各佔半數，包括一百六十七位長者及十位殘疾人士及有社會性需要的家庭。家居照顧／支援的主要服務範圍包括送飯、個人照顧、復康運動及認知訓練、護理服務、護送、家務清潔、購物／送遞、家居安全評估及改善建議、護老者支援及其他服務（照顧幼兒、日間到戶看顧、營養保健等）。

隨著社區照顧服務需求的增加，本年再獲社會福利署增加資助二十五個位體弱個案名額，提供到戶的專業復康、護理及家居支援服務。現時收到社署「安老服務統一評估機制」評估為中度或以上健康缺損的體弱個案轉介後，跨界別



services. Once the referral of service user with moderate and/or severe impairment, that were assessed under the Standardized Care Need Assessment Mechanism for Elderly Services were received, multi-disciplinary assessment would be conducted by occupational therapist, physiotherapist, social worker, and nurse of our service team. An individual care plan regarding to the service user's the health status, cognitive and mobility functioning, home safety, emotional and social support was drawn up to address their needs. A range of services, including personal care, medication advice and dispensing, rehabilitation exercises and/or physiotherapy, cognitive training and other home support services, were provided to maintain the service users' health status and mobility functioning for an independent living in the community. Elderly caregiver support was also provided to facilitate the family harmony by improving caregivers' knowledge and skills. The total number of frail cases was 70, and the range of services delivered were summarized as follow:

的專業包括職業或物理治療師、社工、護士會到戶評估個案，根據其健康狀況、認知及活動能力、家居環境安全、情緒及社交支援的需要，協作訂立個人照顧計劃，透過提供個人護理、服藥諮詢及分藥、復康運動及 / 或物理治療、認知能力訓練及其他家居支援服務，幫助個案保持健康的體魄及活動能力，得以在社區獨立生活。同時，服務亦關顧護老者需要，提供各類的支援及協助，增強家人的照顧知識和技巧，促進家庭融和。

目前體弱個案名額合共七十個。為體弱個案提供服務統計如下：

Statistics 統計數字		2021-2022	
Case management and assessment	個案管理及評估	329	hours / 小時
Nursing case service	護理服務	178.5	hours / 小時
Cognitive training	認知訓練	232	hours / 小時
Rehabilitation exercises	復康運動	2124.5	hours / 小時
Centre-based rehabilitation exercises	中心為本復康運動	29	sessions / 節
Physiotherapy service	物理治療服務	166	hours / 小時
On-site carer training	到戶護老者訓練	14	hours / 小時

Given the personal care, basic nursing care and/or other home-based support services were mainly provided for the ordinary cases, however, inappropriate medication intake, insufficient mobility functioning and fall risks were noticed. Apart from assessing the individual health impairment level through the Standardized Care Need Assessment Mechanism for Elderly Services, additional resources were deployed to tender extra care to them, including 30 and 6 home visits were provided by occupational therapist and nurse respectively. 29 sessions of

雖然為普通個案提供的服務主要是個人照顧、簡單護理及 / 或其他家居支援服務，但發現很多長者有不適當服藥、活動能力不足及跌倒危機問題，除了協助他 / 她們透過「安老服務統一評估機制」評估個人健康缺損程度外，亦根據需要安排職業治療師及護士分別提供了三十節及六節到戶服務，亦協調義工護士提供了二十九節的探訪，跟進個案



volunteer visits were also rendered by nurse to give nursing care advice. In November 2021, "Daily Exercise Keep Us Fit", a six-month resistance band exercise pilot scheme was launched to some ordinary cases in free of charge. The physiotherapist designed training programs for each of the 8 elderly cases, aiming to strengthen the muscles, hence, to enhance body control, balance and limb coordination. Frequent training sessions at 3 to 5 times per week interval and fine tuning of exercise progress once every 3 weeks were delivered. A total of 187 training sessions were executed during the reporting period. 50% of the participants reported noticeable exercise impact and improvement in pain control within the short period. An additional 12 quotas will be provided in the coming year, aiming to facilitate the users doing home-based regular rehabilitation exercises.

In view of the fifth wave of the COVID-19 pandemic, services of household cleaning and rehabilitation exercises were suspended. Only necessary services, such as meal delivery, escort, purchase of daily necessities, and personal care, were maintained from January to March in 2022. The service demands of meal delivery and daily necessities increased as the public was urged to go out less and reduce social activities. The campaign "Let's Fight against the Pandemic" was launched. Hygiene and anti-infection supplies as well as food packs were sent to all service users to support them to stay at home with sufficient supplies and reduce their panic in facing the pandemic. Supplies included high protection level face masks, hand rubs, medical gloves, milk powder, healthy soup pack, oatmeal, etc. In addition, phone calls were given to all service users or caregivers to deliver pandemic information such

在護理及復康運動方面的需要，達至「及早介入」幫助長者預防危機及應對困難。此外，亦在 2021 年 11 月開展了為期半年免費為普通個案安排的「橡筋帶運動試驗計劃 (Daily Exercise Keep Us Fit)」，由物理治療師為八位長者個別設計訓練項目，透過每週三至五次短時間但頻密的訓練及每三週一次的運動進展微調，鍛鍊長者身體不同部位的肌肉力量，增強身體控制、改善平衡力及四肢協調性。報告期間，合共提供了一百八十七節訓練，百分之五十的參加者表示短時間內運動成效顯著，痛症獲得改善。未來新年度，我們會再增加十二位計劃名額，希望鼓勵更多個案在家進行定時復康運動。

2022 年初，因應第五波新冠肺炎的爆發，在 1 月至 3 月期間，暫停提供到戶家居清潔及復康運動，只維持送飯、陪診、購物送遞及個人護理等必要服務項目，長者亦因為減少外出而增加了送飯及購物服務的需求。為了支援長者留在家中有足夠的防疫物資及減輕抗疫憂慮，舉辦了「齊起動、同抗疫」活動，預備了衛生抗疫物資及食物包送贈給所有個案，物資包括有高防護級別口罩，搓手液、醫護手套、奶粉、保健湯包、麥片等。此外，亦致電所有個案或護老者關顧其居家防疫的需要及提供疫情資訊例如強檢、居家隔離、疫苗通行症及確診後的各項措施安排，同時



as compulsory testing, home quarantine, vaccine pass, and post-diagnosis measures. Extra concern calls were also provided to the elderly people who lacked family support. Service users who were in need were referred to “Home Vaccination Scheme “ and escort services were provided for compulsory testing. A small number of elderly users with confirmed diagnosis of COVID-19 were all recovered during the period.

亦增加個別電話聯繫及關懷缺乏家庭支援的長者，為有需要的個案轉介使用「在家注射疫苗」服務及提供護送服務以支援其完成強檢。雖然有少數長者確診新冠肺炎但全部均得以康復。



All social and recreational activities were suspended during the reporting period, but even so, gift delivery for celebrating the major festivals (Dragon Boat Festival, Mid-Autumn Festival, Christmas and Lunar New Year) was provided, aiming to let the service users to feel the festive vibe and care. A total of 479 service users were benefited from it. As the services are expected to be affected by the pandemic in the future, the service delivery mode will be extended. The elderly users will be taught to use cell phones or tablet computers at home to enhance their communication abilities, as well as to acquire the skills of using digital technologies for receiving information and participating various activities.

報告期間，社交康樂性之室內及戶外活動仍然因為新冠疫情暫停舉辦，但在重要節日（端午節、中秋節、聖誕節及農曆年）會提供到戶送贈禮物慶賀，讓個案感受節日氣氛，全年共四百七十九服務人次。未來預計服務可能繼續受到新冠疫情影響，服務提供形式將會增加到戶教授長者使用手機或平板電腦，加強長者之溝通能力，並學習使用數碼科技接收資訊及參與活動。



另外，為了提升員工的服務質素，舉辦了十二次的員工培訓，主題包括「導尿管護理」、「藥物安全使用」、「扶抱轉移、提供復康運動技巧及復康儀器的使用」、「認識低溫症」、「職安健知識及實務技巧」、「ZOOM 的使用」、「舒緩痛症治療」及「SQS 訓練」，藉此加強員工的照顧及護理知識和技巧。

服務使用者的意見對服務質素提昇十分重要，每年會進行服務意見問卷調查，報告年度成功透過電話訪問了一百一十九位個案及護老者，結果顯示有百分之一百個案對整體的服務質素表示滿意。



A total of 12 staff training sessions were organized for service quality improvement. The training themes included “Catheter care”, “Safe medication”, “Lifting and transfer skills, Provision of rehabilitation exercise techniques and Use of rehabilitation equipment”, “Understanding hypothermia”, “Occupational health safety knowledge and practical skills”, “Use of ZOOM”, “Pain relief management” and “SQS training”, which aimed at increasing the staff’s knowledge and techniques of health care support services.

To improve the quality of the service, the service team collects feedback regularly from service users. During the reporting period, 119 telephone interviews with the service users and caregivers were conducted, the result reflected that 100% of the interviewees expressed satisfaction with the overall service performance



## Pilot Scheme on Home Care & Support for Elderly Persons with Mild Impairment

### 支援身體機能有輕度缺損的長者試驗計劃

The Pilot Scheme on Home Care and Support for Elderly Persons with Mild Impairment, which was funded by the Community Care Fund and administered by the Social Welfare Department, commenced operation since December 2017 and extended to December 2022. The project aims to provide home care and support services to elderly persons with mild impairment. The catchment area of the Scheme is Wong Tai Sin district. The clientele served are elderly aged 60 or above, living in the community, wait listing for the Integrated Home Care Services of our Association and with a monthly household income not exceeding a specified percentage of the relevant Median Monthly Domestic Household Income.

The services provided by the Scheme including meal delivery, personal care, simple nursing care, physical exercise, household cleaning, escort and purchase and delivery of daily necessities. As at March 2022, services were rendered to 8 elderly users. Meal delivery, escort and household cleaning were provided to them. After assessment by our occupational therapist, two of the elderly users were advised to join our ‘Community Rehabilitation

此計劃由關愛基金資助，並由社會福利署負責推行。計劃於 2017 年 12 月年開始運作，並延伸至 2022 年 12 月。計劃旨在為經評估為身體機能有輕度缺損的長者提供所需的家居照顧及支援服務。主要服務地區為黃大仙。計劃的服務對象須為六十歲或以上，居於社區，經指定的評估工具評估為身體機能有輕度缺損及正在輪候本會的綜合家居照顧服務的「普通個案」，並每月家庭住戶入息不高於全港相關住戶每月入息中位數的特定比例。

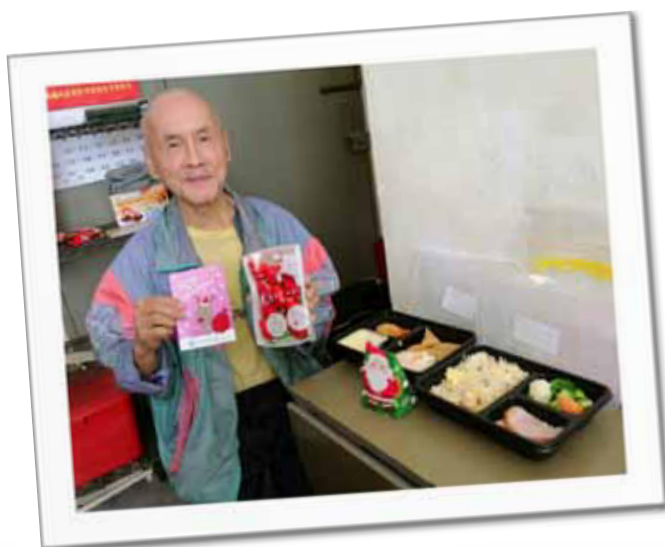
試驗計劃提供的服務包括膳食、個人照顧、簡單護理、普通運動、家居清潔、護送服務及購物等。截至 2022 年 3 月為止，計劃共為八位長者提供膳食、護送及家居清潔等服務。而當中有兩位長者在職業治療師的評估及建議下，到機構的賽馬會數碼共融中心參與社區復康

Programme' in our 'Jockey Club Digital Inclusion Centre'. Through participation in the programme, their muscle strength, fall risk and balance ability were improved.

In order to lighten a CSSA service user's financial burden and promote his living quality, the Scheme once applied the funding of St. James Settlement to purchase mattress, bed board and pillow for him. These helped him living in a more comfortable environment.

Due to the 5th wave of Covid-19 outbreak, the services were suspended from January to March 2022. The Scheme could only provide the basic and limited services of meal delivery, escort and emergency support service as well as household cleaning service were temporarily suspended during the period. The staff of the Scheme worried about the elderly might not have sufficient epidemic prevention materials. Besides, they also afraid of the high risk of infection when the elderly people went out shopping. Therefore, the staff purchased and delivered the personal protective material (masks, alcohol scrubs, household cleaners) and food (noodles, soup packs, egg rolls, oatmeal and biscuits) to the elderly at their own homes. It was hoped that the elderly could have enough supplies at home to minimize shopping frequency, then to reduce the risk of infection. In addition, staff also made phone calls to the elderly or their families regularly to monitor the condition of the elderly and provided support when necessary.

Due to the impact of the COVID-19, no outdoor activities had been held in the last year. But in the Dragon Boat Festival, Mid-Autumn Festival, Christmas and the Lunar New Year, staff of the Scheme had given gifts to the elderly users for celebrating the festivals at home. A total of 35 gifts were sent to the elderly during these four festivals.



計劃，透過運動加強她們的肌力及平衡力，減低跌倒的風險。

為減輕長者之經濟負擔，並提昇其生活質素，計劃於本年度曾向聖雅各福群會申請款項，並成功為領取綜合社會保障的一位長者申請購買床褥、床板及枕頭，讓長者能有一個更舒適的環境生活。

在 2022 年 1 月至 2022 年 3 月期間，因第五波新冠疫情的爆發，故只能有限度提供基本的膳食送遞服務、陪診及緊急支援服務，而家居清潔服務則需要暫停。而在此期間，服務隊除擔心長者是否有足夠的防疫物資外，也擔心長者外出購物時受感染的風險。故此，服務隊隨即搜購個人防護物資（口罩、酒精搓液、家居清潔劑）及一些食物（麵、湯包、蛋卷、麥皮及餅干）等送到長者家中，希望長者在有足夠物資的情況下，多留在家中，減低受感染的風險。此外，職員也會定時致電長者或家屬了解長者的情況，有需要時提供支援。

由於受疫情影響，本年度並沒有舉辦戶外活動，不過在端午節、中秋節、聖誕節及農曆新年等節日，職員為長者送贈禮物，好讓長者在家中也感受到節日的氣氛，四個節日一共送贈三十五份禮物給長者。

為提升服務的質素，計劃每年均邀請服務使用者進行問卷調查，而在 2021 年合共收回了九份問卷，結果顯示所有的服務使用者均對服務表示滿意。

此計劃原擬於 2022 年 12 月便會完結，但在今年二月份公佈的「2022-2023 年財政預算案」，政府建議將計劃恒常化，以便有需要的長者能持續得到此社區支援服務。至於實際的安排則有待社會福利署的公佈。



To solicit feedback from the service users for further improvement of the service, customer surveys are conducted every year. At the end of 2021, we had collected 9 customer feedback with positive result. All service users were satisfied with the services provided.

Originally the Scheme would be completed in December 2022. The Government announced to convert the Pilot Scheme on Home Care & Support for Elderly Persons with Mild Impairment into a regularized service in “The 2022-2023 Budget of Hong Kong” in February 2022. The elderly in need could access this community support service in long run. The actual arrangement to be confirmed and announced by the Social Welfare Department.



## Care for the Elderly Living Alone

### 關懷獨居老人服務計劃

With the rapid growth in elderly population in Hong Kong as well as the Government policy of ‘Aging in Place’, there was increasing concern over the health and home safety of the living alone elderly. To address this issue, the Care for the Elderly Living Alone Service had been launched since 1990.

The service aimed to provide social and psychological support for living alone elderly as well as those with inadequate support from their family. Through regular visits, volunteers could provide emotional and psychosocial support to elderly so as to reduce their sense of loneliness and widen their social network. Volunteers also attended to the elders’ health conditions and home safety. Any specific observations, such as symptoms of depression, home safety problems and deterioration of health conditions were reported and follow-up actions were taken immediately to ensure the elderly could continue living in the community safely and independently as well as to improve their quality of life.

During the reporting period, the new attempt for the cooperation with the Office of Student Affairs, Hong Kong Baptist University (HKBU) which supported by the Providence Foundation Limited was established. The main theme for the service was ‘Positive Ageing’ which aimed at encouraging the participants to understand more about positive ageing, maintaining a positive attitude and keep healthy and engaging fully in life. A total of forty-four students were recruited from HKBU and formed buddy with the twenty-eight

隨著香港人口老化及政府「居家安老」的社區照顧政策，增加了社會對獨居長者的健康情況及家居安全的關注。有見及此，本會早於 1990 年已開展「關懷獨居老人服務計劃」，以配合社會的需要。

服務旨在為獨居或缺乏家庭支持的長者提供社交及心理支援，透過義工的定期探訪，為長者提供情緒及心理社交支持，減輕孤獨感及擴大他們的社交網絡。此外，義工會在探訪期間，留意長者的心理、健康及家居安全情況，並將有需要的長者轉介給本會作跟進。透過這服務，能讓他們能繼續留在社區內安全及獨立地生活，從而提高生活質素。



active seniors recruited from two elderly centers. Fifteen cross-generation buddy volunteer teams were formed with four to five volunteers as a team. A kick-off ceremony was organized to mark the beginning of the event and welcomed the participants. The pre-visit training workshops on communication skills and chronic illness self-help management were organized to prepare them to visit the frail elderly. The buddy teams joined six learning workshops related to color painting, artwork, relaxation, production of organic soap and music jamming. It enabled them to acquaint with each other and acquire new knowledge as well as to serve as a platform for sharing of life experiences. Due to the severe epidemic situation, the alternated arrangement for delivery of anti-epidemic care pack to the thirty frail elderly was conducted to replace the home-based visit.

The evaluation was conducted through questionnaires and evaluation meeting via zoom platform, over 90% of the student volunteers expressed that the service could inspire them to show caring and support to the needy and over 85% expressed that the service could enhance their communication skills with the elderly. At the same time, over 90% of the elders agreed that the service enhanced their understanding on positive ageing as well as their confidence to manage aging process.

During the past year, 50 elderly users referred by our Wong Tai Sin Home Care Team were visited by our nurse volunteer. Through these visits, health consultation, advice on medication, personal hygiene, geriatric illnesses and balanced diet were rendered so as to enable them to lead an independent and healthy life in the community.

在報告期內，本會與香港浸會大學學生事務處處合辦一個名為「老」吾老的活動計劃，是次計劃獲「悟宿基金會」贊助，服務主題為「積極老齡化」，主要目的是鼓勵參與者了解正向老化，保持積極態度，並積極地投入生活。是項共活動共招募了四十四名學生，並與兩間長者中心招募二十八名活躍長者組成十五隊義工夥伴團隊。服務進行了啟動儀式，並在探訪前安排了溝通技巧和慢性病自助管理培訓工作坊，為探訪體弱長者作好準備。義工夥伴團隊共同參加了六個學習工作坊，內容包括彩色繪畫、藝術品、鬆弛技巧、有機肥皂製作和音樂即興演奏等，透過工作坊，他們能夠相互熟悉，分享生活經驗並獲得新知識。因疫情嚴峻，原先安排三十名體弱長者的家居探訪改以送贈防疫愛心包代替。

服務評估問卷調查透過網上平台進行，超過百分之九十的義工參加者表示服務增加他們對有需要的長者的關心和支持，超過百分之八十五的學生表示服務可以提高他們與長者的溝通能力。同時，超過百分之九十的長者認同服務提升了他們對積極老齡化的認識，同時增強了管理老化過程的信心。

在過去一年，本會的護士義工共探訪了五十位本會黃大仙綜合家居照顧服務隊的長者。透過探訪，護士義工為長者提供健康檢查及諮詢、藥物知識、個人衛生、老人疾病及飲食營養等專業意見，使他們能維持獨立及健康的生活。

Statistics 統計數字		2021-2022
Service provided 所提供服務		No. of clients served 接受服務人數
Home visit paid	家訪	150
Health check up provided	提供健康檢查	50
Training provided for volunteers	舉辦義工訓練	44
Sharing sessions organized for volunteers	舉辦義工分享會	44
Provide support and guidance to volunteers	為義工提供支援及諮詢	44
No. of referrals made to appropriate agencies	為其他社會服務機構提供轉介服務	13



## Integrated Vocational Rehabilitation Service Centre The Endeavor

### 綜合職業康復服務中心 – 展毅中心

Since the commencement of operation in 2002, The Endeavor aims to provide quality vocational rehabilitation services for people with disabilities with the ultimate goal of enabling them to proceed to supported or open employment as far as possible. The capacity of the Centre is 200. In 2021-2022, the enrolment for the Centre was 220.

The Centre provided a wide range of centre-based and outreaching work training opportunities for the service users. Various kinds of vocational skill training including packaging, direct sales, laundry, catering, office work and gardening were operated to suit the varying abilities and interests of the service users. The Centre collaborated with business sectors and local networks to solicit training opportunities for our service users. To provide a simulated work environment for the service users and prepare them for open employment, commercial practice was adopted. The service users were required to have shift duty, work overtime and/ or during weekends when needs arose. The Centre's business volume was around \$1,980,000, which had increased by 41% as compared with 2020-2021. The net training allowance, excluding incentive payment granted to service users, was about \$860,000 which had increased 98% as compared with the past year.

With the epidemic slowdown of the "Fourth wave of COVID-19", Centre service was gradually resumed in April 2021. However, with the outbreak of the "Fifth wave", Social Welfare Department announced the suspension of Centre service from 28 February 2022. From February to end of March 2022, 6 Centre staff were infected with COVID-19 and 4 staff were reported as close contacts with confirmed family members. The percentage of infection for service users was about 25%. Apart from the regular disinfection and sterilization, with the funding support from The Hong Kong Jockey Club Charities Trust, the Centre had installed new air-conditioners, wall-mounted electric fans and air-purifiers to improve the Centre's airflow quality. In addition, special anti-epidemic care packs were distributed through home visits to service users as well as weekly telephone or video calls were arranged to service users or family members to update their service needs.

展毅中心於2002年3月開始投入服務，目標是為殘疾人士提供高質素的職業康復服務，最終協助他們公開就業。在2021-2022年度，中心的服務名額為二百人，而現正接受服務共有二百二十人。

中心致力為學員提供不同類型的室內及戶外訓練機會，會根據他們的興趣及能力安排他們參與包裝、直銷、洗衣、餐飲、辦公室及園藝等工作訓練。中心亦時刻把握與商界及地區團體合作的機遇，為學員開拓不同的職業康復訓練機會。為了讓學員可以更了解公開就業的要求，訓練亦加入商業的運作模式，包括輪班及超時工作等。中心本年度的總收入約為港幣一百九十八萬元，較去年上升接近百分之四十一；撇除營運開支項目，中心向學員發放的訓練津貼（不包括獎勵金），約為港幣八十六萬元，較去年上升約百分之九十八。

中心服務於「第四波疫情」緩和下，在2021年4月開始逐步恢復。但隨著「第五波疫情」於年度後期的出現，社會福利署於2022年2月28日再次宣佈中心暫停服務，由2022年2月至3月中，中心共有6名職員確診感染2019冠狀病毒病和4名職員列為密切接觸者，學員則有約百分之二十五確診感染而需要接受隔離。中心除了定期進行殺菌消毒的工作外，得到賽馬會慈善信託基金的資助，添置了多部空氣清新機、掛牆風扇及冷氣機，以改善中心的空氣質素。除了向學員派發防疫福袋，中心職員亦會定期以視像或電話與學員溝通，以跟進他們的需要。



In order to reduce the social contact and opportunities of cross infection, service users were arranged to have alternate group trainings in the Centre. With the slowdown of the “Fourth wave”, centre-based training sessions were gradually extended and the provision of lunch service was resumed. Apart from the enhancement of the sanitizing measures for the Centre and service users, acrylic table dividers were also installed on all the canteen tables and bottles of alcoholic hand sanitizer were placed on the tables for the service users to rub their hands before and after their lunch. Besides, disposable catering utensils were inevitably used to reduce the opportunities of infection. Besides vocational training, the Centre had also organized trainings on service user's daily living skills, under the influence of COVID-19, some of the training activities were operated through web-based social media, such as WhatsApp or YouTube. Even under the influence of COVID-19, the Centre had organized the celebrating activities for Dragon Boat Festival, Mid-Autumn Festival, Christmas, and Chinese New Year, to enrich the quality of life of the service users. Family participation and support play an essential role in the rehabilitation of people with disabilities. To keep the family members closely informed of the progress of the service users, regular parent meetings were organized. However, only one parent meeting focused on the special arrangement under COVID-19 pandemic could be organized.

在這期間，為減少學員的社交接觸，中心安排學員分組返中心接受訓練，減低學員被感染的機會。隨著「第四波疫情」的緩和，中心逐步延長學員的訓練時間及恢復學員在中心午膳。除了加強中心消毒清潔工作及提高學員的衛生意識外，中心特別在飯堂的枱上安裝分隔膠板及在每張枱上擺放酒精潔手液，供學員在進食前後消毒雙手。此外，為減低病毒傳染的機會，中心亦為學員安排使用即棄飯盒及餐具。中心除了為學員安排職業康復訓練，亦著重學員的日常生活技能培訓，在疫情影響下，部份訓練活動轉以 WhatsApp 或 YouTube 等網上媒體方式舉行。為提升學員在疫情影響下的生活質素，中心盡力舉行端午節、中秋節、聖誕節及農曆新年等節日慶祝活動，讓學員在疫情期間，仍能感受到節日的歡樂。家人的參與和支持對殘疾人士的康復至為重要，因此，中心定期邀請家屬參加家長會，以促進中心與家人的溝通及了解。受疫情影響，中心本年度只舉辦了一次家長會，向家長分享在疫情期間中心的特別安排。







The Centre started to launch the Work Extension Program (WEP) since February 2015 to address the extra service needs arose from old age or deterioration in work abilities of the service users. The existing WEP capacity is fifteen. Through this arrangement, aged service users could enjoy a continuation of care and training in a familiar environment. In 2021-2022, twelve group activities, such as workshops for making leather ID cases, clay keychains, drawings of Zentangle, Pastel Nagomi Art, Quilling, Mask painting for Chinese New Year, etc. were organized for the WEP members to enhance their quality of living and their creativities in variety of arts.

In view of the "New Normal of COVID-19", focus will continuously be placed on staff training in the coming year on the skills to work with people with autism spectrum disorder and ex-mentally ill, as well as the usage of information and communication technology such as Zoom to improve the quality of service provided to service users.

中心自 2015 年 2 月開始推行職業康復延展計劃，以應對服務使用者因年老及工作能力下降而增加的服務需求，協助他們在熟識的環境中，繼續接受工作訓練和護理服務，計劃現有服務名額十五人。中心在本年度為計劃內的學員共舉行了十二次小組活動，小組內容以手工藝創作為主，包括製作皮革證件包、輕黏土鎖匙扣、繪畫裱繞畫、和諧粉彩畫、捲紙花畫、新春面譜、製作浮遊花瓶、再造紙、模板字工作坊及電子琴音樂訓練等，以增加學員的生活趣味。

配合疫情下的新常態，中心會繼續投放資源於職員培訓，尤其加強員工對自閉症及精神病康復人士的知識和工作技巧，善用資源及適當運用資訊科技溝通平台，達到持續改善中心對殘疾人士的服務質素。





## Eco Farm 環保農莊

With the support from the Environment and Conservation Fund, The Eco Farm commenced operation since September 2013. The Farm is located at Leung Hong Lane, Tuen Mun with the size of about 2,060 square metres. Besides the provision of various kinds of horticultural training opportunities for people with disabilities, the Farm also aims at arousing public awareness of greening, environmental protection and social integration.

The Farm provides various forms of service to people with disabilities and the local community, including the lease of planters, organization of horticultural workshops, exhibition of farm production and organization of activities to promote environmental protection and green living. Several service users of The Endeavor and the Work Extension Program users were assigned to different work training in the Farm, including watering of the crops, weeding, cultivating of seedling and repair work. With this arrangement, social integration between the public and the service users could be enhanced. However, the Farm was temporarily closed due to COVID-19 and training for service users was suspended in the reporting period. The users stopped attending the work training in the Farm. The Farm could only maintain operation in a limited scale by staff and volunteers for the planting and harvesting of the farm produce. With the perseverance of the staff and volunteers, the Farm had expanded its variety of farm produce to over fifty different kinds of fruits and vegetables, such as grapes, pineapples, figs, bananas, lemons, passion fruits, okras, wax gourd, papaya, eggplant, etc.

In view of the continuation of COVID-19, the Farm would resume service such as the horticultural activities for the service users by phase when the epidemic had slowed down. We would continue monitor the situation closely and determine when to launch the promotional activities to the kindergartens and organizations in the district to enhance the future development of the Farm.



環保農莊得到「環境及自然保育基金」的資助，於2013年9月投入服務。農莊位於屯門良康里，佔地約二千零六十平方米，除了為殘疾人士提供園藝活動及與種植相關的工作訓練機會外，亦會向公眾人士推廣實踐綠色生活、保護環境及傷健共融的理念。

農莊為社區及殘疾人士提供多項服務，包括社區農圃租耕、園藝種植、農產品展覽、綠色生活及環境保護教育等。此外，展毅中心會定期安排中心學員及職業康復延展計劃的學員到農莊接受除草、澆水、清掃枯葉、培苗及修葺園圃等工作訓練，加強學員與社區的融合。在報告期間，受到2019冠狀病毒疫情的影響，農莊需要暫停開放，學員到農莊的工作訓練亦要暫停，農莊只能由職員及義工維持有限度的種植及收割等日常運作。縱然如此，職員和義工亦默默耕耘，並增添了新的耕作物種，如葡萄、菠蘿、無花果、香蕉、檸檬、百香果、秋葵、冬瓜、木瓜、茄子等超過五十種不同的蔬菜，豐富了農莊的作物種類。

預期疫情的影響仍會維持，農莊會在疫情趨於緩和的時候，分階段恢復學員的園藝活動。此外，我們亦會繼續密切留意疫情的發展，再擬定向區內的幼稚園及機構進行推廣的時間表，以推動農莊的未來發展。



## Supported Employment Service 輔助就業服務

The operation of Supported Employment Service, subvented by the Social Welfare Department, was first started in March 1995. It is a form of employment for people with disabilities, which allows them to work in an integrated and open setting with the provision of ongoing support. The major clientele served are ex-mentally ill, physically handicapped, and mentally handicapped persons. The service provides pre-job assessment, skills training, job counseling and on-the-job follow-up support. The service capacity is 94.

The service adopts the "Individual Job Placement" model for provision of job opportunities in the open market and related trainings for service users. During the reporting period, job placement were successfully arranged for 65 people with disabilities, and 42 of them were able to retain their jobs for at least 6 months with an average salary of \$8,816.

The service unit provided different kinds of employment skill training that matched the needs of the open job market and enhance the users' working capacity and work-related knowledge. 25 service users received job trainings during the reporting period and 8 of them have secured job positions in the open market afterwards.

To further enhance the competitiveness of the unemployed service users in the job market, the service unit also organized the Foundation Certificate in Prevocational Induction Course for Disabled Persons (Part-time) funded by The Employees Retraining Board (ERB) in May 2021. 2 out of the 4 participants took up open employment after the attending the course. All of them were satisfied with the course.

Despite the adverse impact of pandemic, 2 service users were arranged to attend the job attachment programmes between August 2021 and January 2022, both of them were assigned the post of Clerk trainees. One of the trainees successfully secured her job position offered by the employer after the job attachment period. On the other hand, the service unit also granted wage subsidies to 2 employers who employed our service users during the period from October 2021 to January 2022. The service unit

輔助就業服務於1995年3月開始推行，服務由社會福利署資助，旨在協助就業上有困難的精神病康復者、肢體傷殘人士及智障人士公開就業，使他們能融入社會，自力更生，重投就業市場。服務內容包括職業評估、技能訓練、就業輔導和在職支援及跟進，服務名額為九十四位。

服務主要以「個別就業選配」模式推行，服務單位去年內成功協助了六十五位殘疾人士公開就業，其中四十二位更能維持工作達半年或以上，他們的平均月薪為港幣八千八百一十六元。

服務單位為服務使用者提供多元化的訓練，以配合公開就業市場的需要，並讓服務使用者於入職前多了解工作所需及提升工作技能。在去年度，共有二十五位服務使用者接受工作訓練，其中八人在接受工作訓練後成功獲得僱主聘用。

為了增加服務使用者對自己的認識、了解本身在就業方面的期望，並在公開就業前能更好地裝備自己以投身職場，服務於2021年5月舉辦了與僱員再培訓局合辦之殘疾人士職前基礎證書課程（兼讀制）。課程共有四人報讀，其中兩人在完成課程後成功就業，四人均表示對課程感到滿意。

儘管受到疫情的影響，服務單位於2021年8月至2022年1月期間仍成功安排了兩位學員參加見習文員一職的工作見習計劃。其中一位學員於完成見習後更獲得提供見習的機構聘用，成功公開就業。在2021年10月至2022年1月期間，服務單位亦為兩位聘用了學



also worked together with the employers to help the service users better adapt to their new jobs.

Affected by the Coronavirus Disease (COVID-19) pandemic, the service adjusted special arrangements such as work from home on a rotating schedule and suspension of face-to-face meeting in order to protect the service users and staff from the risk of infection. Nevertheless, the staff continued to provide work and emotional support to the service users actively through telephone, WhatsApp or Zoom, etc.

Under the fifth wave of pandemic, panic buying and shortage of supply induced increase in daily living costs. In order to release the financial burden of the service users, the service unit distributed pandemic prevention packs to the service users again. Breaking through enormous difficulties, the service acquired the daily necessities finally. As pandemic prevention became our normality, the pandemic prevention packs contained protective masks with higher standard, so that the services users could use when they visit the places with higher risk of infection. Also, disinfectant alcohol sprays, alcohol hand sanitizers and sanitizing wipes were also included in the prevention packs. Besides, with the ever increasing demand for Rapid Antigen Test (RAT) kits, the service distributed RAT kits to the service users for them to use in case of necessity.

In order to provide our staff with a safe and healthy working environment under the pandemic, Tai Hang Tung office had conducted a deep cleaning and sanitizing exercise during March 2022, which helped to clean the parts that cannot be covered in daily cleaning, such as the upper parts of the walls, piles, the top of the cabinets, lampshades, ventilating fans, wall-mounted fans, etc. These together with floor waxing and disinfectant spray, aiming to provide a safe and clean environment for both our staff and service users.



員的僱主提供工資補助，並為僱主提供相關支援，一同協助學員適應和融入工作。

受 2019 冠狀病毒病疫情的影響，服務在報告期間曾安排職員輪流在家工作，減少員工之間及員工與服務使用者之間的接觸，並持續透過電話或即時通訊應用程式與服務使用者保持緊密聯繫，為他們提供工作及情緒上的支援。

在面對第五波的新冠疫情下，市面出現物資搶購及貨品不足的情況，貨品價格上漲，為了舒緩服務使用者的生活開支，服務單位在期間再次贈送防疫福袋予服務使用者。雖然採購過程困難重重，但是最終亦能順利完成採購。是次共有九十名服務使用者登記領取福袋。防疫物資已是生活的必須品，因此，福袋包括防護級數較高的口罩，讓服務使用者可在風險較高的場所安心使用。另外亦有酒精消毒噴霧、酒精搓手啫喱、殺菌消毒濕紙巾。另外，由於社會對快速測試的需求甚殷，我們亦額外採購政府認可的新冠病毒快速測試包，以便服務使用者亦能在有需要時進行自我快速測試。





During the reporting period, the service unit also grasped the time to organize groups, workshops and activities when the local pandemic situation was subsided and relatively stable. The “Home Caring – Making of Greeting Cards” being held in June 2021, encouraged service users to recognize and maintain harmonious family relationships and to express care and concern to their family members, by means of group sharing and hand-making of greeting cards. Moreover, the 4 group sessions of “Emotion Management” being held in July 2021, helped service users realizing and accepting their own emotions in order to live through them, participants commented that the group help them to maintain positive emotions through the pandemic. And what is more, through August and September 2021, the service unit held “Positive Emotions” - the gratitude experiencing activity, introduced the concept of gratitude to the service users, thus enhanced their positive emotions and stress resistance through the practice of writing gratitude diary.

Furthermore, in order to encourage service users to learn new abilities and enhance positive energy even though they needed to stay at home during the pandemic, the “Smartphone Elementary Workshop” and “Zoom Elementary Workshop” were held in August 2021 and September 2021 respectively. With the preliminary skills, the service users could maintain social contacts with the outside world and participate online activities organized by the service unit. Notwithstanding the fluctuating pandemic, the service still managed to hold the Christmas celebration activity in December 2021, gathering the participants on a festive occasion. By making of herbal sleep sachets, participating in games and lucky draw, the service users were able to reinforce their positive emotions and broaden their social lives.

疫情下，服務亦保障員工能在安全及健康的工作環境中工作，大坑東中心於2022年3月份安排了清潔公司進行深層清潔及消毒，特別清潔一些日常較難接觸到的位置，例如高位牆身、喉管、櫃頂、燈罩、抽氣扇、掛牆扇等，亦安排了地板打蠟，及以噴霧消毒殺菌，為職員及訪客提供安心及清潔的環境。

另一方面，於報告期間，服務單位亦與時間競賽，趁著有部份時間疫情相對放緩時，舉辦了實體的小組、工作坊及活動，包括於2021年6月份舉辦「家添心意 – 心意卡製作活動」，透過小組交流及心意卡製作，鼓勵學員認識及培養良好家庭關係的方法，以及向家人表達心意。另外，於2021年7月期間，舉辦了四節「情緒管理小組」，透過分享、活動，讓參加者認識及面對自己的情緒，及學習走出情緒的陰霾，不被情緒左右，參加者認為小組有助他們在疫情期間維持正面的情緒。另外，服務亦於2021年8至9月期間舉辦了「正向情緒」感恩體驗活動，讓學員透過認識感恩的概念及完成感恩日記練習，加強正面情緒及抗壓能力。

另一方面，為鼓勵及協助服務使用者即使因疫情嚴峻而需要減少外出時，仍可透過智能手機學習新事物及增強正能量，服務亦分別於2021年8月及9月期間舉辦了「智能手機入門應用工作坊」及「Zoom入門應用工作坊」，讓他們日後在疫情期間仍可透過網上即時通訊科技與外間保持聯繫及參加服務單位舉辦的網上活動。縱使疫情反覆，服務亦於2021年12月份聖誕期間舉辦了歡聚迎聖誕活動，讓參加者在普天同慶的佳節聚首一堂，透過參與遊戲、製作安眠香草包和抽獎，加強服務使用者的正面情緒及擴闊社交生活圈子。

Besides, the service held the “Psychiatric Medications Consultation Day” on 25th November 2021, a psychiatric nurse volunteer was invited to share information on psychiatric medications to service users. All participants were satisfied with the arrangement. With the feedback to their queries, users found the consultation very useful in solving their difficulties in their daily lives.

Staff development programmes were organized to enhance staff's knowledge and work skills for the improvement of the services rendered. During the reporting period, staff attended courses and seminars covering different topics including the exchange meeting on “Development and Practical Experience of Rehabilitation Services”, on-line seminar of “COVID-19 Vaccines”, “Adobe film editing workshop” (Webinar), “Workshop on Online Interactive Teaching and Group Work (Online Course)” and training programme for crisis intervention and mediation technique, etc.

To reach more potential service users, different promotional strategies were implemented. The service unit cooperated with other organizations that serve people with disabilities by advertising the service on their publications and providing them with the service pamphlets for distribution to their users. Though it was not permitted to physically visit different organizations and hospitals during the COVID-19 pandemic, the staff continued to deliver talks to potential users and related staff via Zoom meeting to keep promoting the service.

Throughout the past 27 years, a close liaison was established with some employers. They had confidence in employing people with disabilities and usually, they gave our service users priority for job interviews whenever vacancies were available. In the coming future, the effort would be put to explore more trainings and employment opportunities for service users such that they could integrate into the community and live independently.

此外，服務於 2021 年 11 月 25 日舉辦精神科藥物諮詢日，並邀請精神科護士義務為學員提供精神科藥物的資訊。參加者都表示滿意此次活動安排，並認為義工解答了他們對藥物的疑問，對他們解決生活上的困難有很大的幫助。

在報告期間，為促進員工與時並進，服務單位亦安排了員工參與不同類型的訓練課程及講座，包括「復康服務的發展與實踐經驗」交流會、「新冠疫苗」網上講座活動、「Adobe 短片剪接工作坊 (Webinar)」、「危機介入與調解技巧培訓工作坊」、「建立線上互動教學及小組帶領工作坊」及有關認識精神病人類的培訓等。

在服務宣傳方面，為了讓更多殘疾人士認識服務，服務單位與其他為殘疾人士服務的機構合作，在他們的刊物上刊登宣傳稿及提供簡介服務的單張讓他們分發給有需要的會員。另外，在疫情下員工未能親身到訪機構及醫院舉辦講座，但仍持續透過視像會議形式向有求職動機的殘疾人士及相關機構的員工宣傳服務。

輔助就業服務運作至今已二十七年，期間與不少僱主建立了緊密的聯繫，並已贏取了他們對僱用殘疾人士的信心。殘疾人士有機會融入社會工作，實有賴僱主的接納與支持。在未來的日子，服務會繼續為服務使用者開拓更多的工作訓練及公開就業機會，讓他們能夠融入社會，自力更生，為社會作出貢獻。





## Jockey Club Desktop Publishing Centre 賽馬會桌面排版中心



The Centre continued to provide training and work opportunities for people with disabilities in word processing, data input, design, printing and mailing under a simulated work environment with the ultimate goal of assisting them to proceed to open employment. Through the engagement in gainful work, the independence and dignity of people with disabilities could be enhanced and they could be integrated into the community.

The manpower of the Centre was under restructuring in the reporting period. The printing worker was promoted as printing officer and took up the sales and liaison work. The Centre business was affected by the outbreak of the pandemic mainly due to the cancellation of fairs and exhibitions as almost all the data input orders were lost. However, the Centre was still able to recruit a few new business customers and kept up some existing business partners. It enabled the Centre to keep the total business volume up to \$350,000. The Library of the Chinese University of Hong Kong continued to provide data input order, the desktop publishing and design orders through alliance with Hospital Authority and a few printing companies were maintained.

With the one off allocation from The Community Chest, the promotional website was completed and the related google search marketing plan was launched with the contract period of six months from June to November 2021. An average 200 click rate

center繼續營造一個模擬的工作環境，為殘疾人士提供文字處理、資料輸入、桌面排版、設計、印刷及代郵的工作及訓練機會，並協助他們公開就業。透過從事有收入的工作，可以提昇殘疾人士的獨立性及尊嚴，促進他們融入社會。

報告期內，中心進行了架構重組，中心的印刷同事晉升為印刷主任並協助銷售和聯絡工作。受著新冠疫情影響，所有海外及本地展覽會均取消，令到資料輸入的工作大幅減少，中心的業績受到嚴重影響。幸好中心仍能開拓新客戶及維持一些現有客戶，中心總業務量能達到三十五萬元。香港中文大學圖書館仍繼續提供資料輸入業務，透過與醫管局及數間印刷公司結盟，仍能獲得咭片印刷及排版設計服務的工作。

在公益金的一次性撥款下，建立了一個新的宣傳網站，而相關谷歌搜索宣傳亦於2021至6月至11月以六個月的合約期進行，平均每個月達到二百次網站



was achieved on each month and more enquiries and price quote were received.

During the reporting period, a small-scale promotional plan was launched and promotional pamphlet was sent to over sixty primary schools, secondary schools and social service units in Wong Tai Sin district. Some enquires were received and a few requested for quotation. Business network and job opportunities for the disabled users were thus expanded.

Four training courses including the towel exercise, ten section qigong exercise, personal icon design and introduction of online shopping were organized to the trainees to enable them to keep healthy and enhance their computer knowledge to keep abreast with the market trends. A total of twenty-two trainees attended the courses and most of them found the training useful to enhance their skills and knowledge.

Service users received allowance that was calculated on piecework basis. During the reporting period, over 72% of the trainees agreed that the allowance could increase their earning, 82% of them agreed that the activities provided by the Centre could help them to regain their dignity, and 76% of them more ready adapted to the demand of the open market through simulated work environment.

The management committee conducted a service review and the Centre operation reengineering in early 2021 so as to enhance the service effectiveness. In the coming year, the business performance would be reviewed and service plan would be formulated for its sustainability and feasibility.

點擊率，同時收到更多的查詢，並按需要提供所需報價。報告期內，亦開展小規模宣傳計劃，向黃大仙區內六十多所中小學及社會服務單位寄發服務單張，在作出宣傳後，收到了更多的查詢及報價要求，增強了本會的業務網絡及擴大殘疾人士的就業機會。

在報告期內，為學員們安排了毛巾操、十段錦氣功、製作個人肖像圖標、網上購物四個培訓課程，目的除了關注學員的健康，更重要是提高電腦知識，緊跟市場潮流，課程共有二十二名學員參加了課程，學員均認為培訓有助於提高他們的技能和知識。

中心的學員可獲得以件工計算的津貼，在報告期間，有百分之七十二的服務使用者同意津貼能增加他們的收入，百分之八十二的服務使用者認同透過中心的訓練能增加他們的自信，而有百分之七十六的服務使用者同意中心的訓練有助他們公開就業，融入社會。

管理委員會於2021年初對中心的運作進行了服務檢討和營運重整，以提升服務效能。在未來日子，中心將持續檢討業務表現，以為中心的可持續性及可行性制定服務計劃。

Statistics 統計數字	2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數
Provide work opportunities for people with disabilities in data input, desktop publishing, graphic design, web page design, printing and mailing 為殘疾人士提供資料輸入、桌面排版、設計、印刷、代郵及設計的工作機會	36
Provide work related training opportunities for people with disabilities 為殘疾人士提供工作訓練機會	36





## Independent Living Fund 展能基金

The Fund aimed to provide financial support to people with disabilities in form of interest free loan for the purchase of rehabilitation aids, which could enhance their independence as well as quality of life. The Fund had operated for over twenty years and the upper limit of the loan was raised to HK\$70,000 with the maximum repayment period of 48 months. The loan was to be repaid by monthly installment. A guarantor was required for each application so as to ensure that the loan could be repaid as scheduled. Each application was examined by the Management Committee of the Fund and subsequently to be endorsed by the Executive Committee of the Association before the loan was granted.

During the reporting period, there was only one physically handicapped person applied to purchase power wheelchair. The application was approved at amount of HK\$29,290. Up till March 2022, there were 11 outstanding borrowers, advice and support were rendered to enable them to repay the loan as scheduled. One outstanding borrower expressed difficulties and extension of the repayment period was arranged. On the whole, the operation of the Fund was smooth.

During the reporting year, new promotion pamphlet was designed and sent to rehabilitation agencies, special schools, hospitals, disabled self-help groups, family service centres and social security field units. Service promotion was also launched through our web site and news bulletin.

Service evaluation was conducted through questionnaires and the respondents satisfied with the application procedures, the usefulness of the equipment applied and the approved amount. The applicants found the equipment very useful in enhancing her independence as well as their quality of life. As a whole, the overall satisfaction rate up to 100%.

展能基金旨在為殘疾人士提供免息貸款，協助他們購買復康器材，以提升他們的獨立生活能力及生活質素。基金已運作超過二十年，現時的最高貸款額為港幣七萬元，貸款以每月分期方式歸還，最長還款期為四十八個月，申請人需備有擔保人以確保貸款能按期歸還。每個申請都需由基金的管理委員會審核，並由本會的執行委員會加簽批准。

在過去一年，基金只接獲一宗肢體殘疾人士購置電動輪椅的申請，並獲批核申請貸款額二萬二千二百九十元。截至2022年3月，共有十一位貸款者仍在還款當中，基金會與他們保持聯絡，以確保他們能按期清還款項。此外，亦有一位貸款者因經濟困難未能如期清還款項，基金亦按情況延長他們的還款期。總括而言，基金的運作暢順。

在宣傳工作方面，是年設計了新宣傳單張並電郵予各復康機構、特殊學校、醫院、自助組織、家庭服務中心及社會保障部。此外，亦透過本會網站及機構刊物作服務宣傳。

基金透過問卷收集成功獲批貸款申請人的服務意見，結果令人鼓舞。所有申請人均對申請手續、儀器實用性及獲批金額表示滿意，並認為所購置的儀器能提升他們的獨立生活能力及生活質素，整體來說，滿意程度達到百份之一百。

### Statistics 統計數字

**2021-2022**

Statistics 統計數字		2021-2022
Service provided 所提供服務		No. of clients served 接受服務人數
Inquiries	查詢服務	15
Applications received	申請個案	1
Provision of interest free loan	為選擇合適儀器提供意見	1
Provision of advice on the selection of appropriate devices	舉辦義工分享會	1
Assessment of social & financial condition of the applicants	評估申請人的社會及經濟情況	1
Provision of advice and support to outstanding borrowers	為接受貸款人士提供支援	11



## Occupational Deafness Compensation Board – Social Rehabilitation Activities

### 職業性失聰補償管理局 - 「社群復康活動」

With the funding support from the Occupational Deafness Compensation Council (ODCB), our Association had organized eighteen social rehabilitation activities for their members in the second half of the reporting year. The service aimed to enable them to overcome their hearing difficulties and to enrich their life and enhance their vitality so as to regain their confidence and motivation. During the reporting period, a total of ten activities including outing, talks, interest classes, visits etc. were organized. All activities were infiltrated with the five senses, including the 'sight', 'hearing', 'smell', 'taste' and 'touch' which enabled the participants to explore the surroundings and discovered that life was full of hope and surprises. Due to the affection of the pandemic, the remaining eight activities were cancelled. The members of ODCB were very satisfied with the arrangement of the activities with full participation. The new funding support was also approved by the ODCB for the provision of activities and services in the coming two years. This new service is compatible with the Association's mission to improve the quality of life of people with disabilities. It enhanced the abilities and experiences in our activity planning and enabled the Association to expand more new services in the future.



本會首次獲得職業性失聰補償管理局（職聰局）的資助，為職聰局屬下會員於下半年度策劃及安排十八項的社群復康服務及活動，以幫助他們克服聽覺障礙，充實自我，提升身心活力，重拾信心和動力。在報告期內，本會共安排了十項活動包括戶外旅行、講座、興趣班、參觀等，每項活動均滲入五感體驗，讓參加者以「視覺」、「聽覺」、「嗅覺」、「味覺」和「觸覺」去探索四周，從而發現生活充滿生機和驚喜。但因受著新冠疫情影響，餘下的八項活動取消舉行。職聰會員對各項活動的安排都非常滿意，出席人數達百份之一百。本會亦已成功獲得職聰局的資助，在未來兩年繼續為職聰會員提供多元化的活動及服務，這項新服務回應協會提昇殘疾人士生活質素的使命，並讓本會發揮活動策劃的能力及經驗，有助本會未來拓展更多新服務。



## MEMBERS AND VOLUNTEERS

### 會員及義工

The implementation of our services was largely affected by the involvement and participation of our volunteers. To actualize the mission and vision of the Association in utilizing professional volunteers from engineering, medical and related fields in service delivery, a Volunteer Management Committee was established which aimed to explore and create more volunteer opportunities especially in medical and engineering fields to all service units of the Association.

During the reporting year, the volunteer management committee conducted two meetings via zoom platform. The volunteer data and statistics including numbers of new and old volunteer participation, service hours, service classification and number of beneficiaries from all service units in the reporting period were compiled. The comparison of the volunteer service statistics for the past three years was also consolidated. It provided a comprehensive picture on the volunteer participation and volunteer development in the Association. The consolidated report also facilitated the planning of volunteer work in the coming future.

Besides, the standard volunteer evaluation form was used by all service units and a total of fifteen evaluation forms were received. The overall result to the four standard evaluated questions including 'to achieve the purpose of participation in volunteer work, the understanding toward the service users, the feeling and experience gained through the volunteer activities, and the overall logistics and arrangement of the volunteer programs' were rated very satisfactory to satisfactory. Through the evaluation, it enabled us to understand the experience and satisfaction on their participation to our volunteer work as well as to serve as valuable data for the Association to develop multifarious volunteer tasks to meet the need of volunteers, to benefit our service users as well as cultivated the volunteerism in the community.

Volunteer recruitment exercises were launched in conjunction with the service nature of different service units so that the volunteers recruited could utilize their skills and expertise. In year 2021-2022, 42 new volunteers joined our Association. As at March 2022, the Association had a total of 370 members and volunteers. Orientation was organized for new comers so that they could have a thorough understanding of the services operated by the Association.

本會各項服務的推行，均有賴義工的積極參與。為實踐機構的使命，本會積極運用工程及醫療的專業義工參予服務，並成立了義工管理委員會，目標是在本會各服務單位，發掘和構思更多與醫療及工程相關的義務工作機會。

在報告期內，本會以網上形式舉行了兩次義工管理委員會會議，整合各服務單位的新舊義工參予人數、服務時數、義工及服務性質分類和受惠人數等資料，亦整合最近三年的服務數據，以作比較及分析，透過檢視本會義工服務的整體情況，有助本會義工服務的推行及發展。

此外，在這年度，共收回由各服務單位的十五份義工服務檢討表，四項標準評估包括能達到參予義務的目的、能增加對服務使用者的認識、對服務的整體安排及對參予義務工作的感受的總體結果均表示滿意。透過統一評估，了解義工們參與的經驗和滿意度，為協會提供寶貴的數據，以開展各類義工服務，配合義工們的興趣及能力。這些重要資料亦有助本會發展多元化的義工服務，以滿足義工及服務使用者的需要，亦有助傳揚義務工作精神。

為使參予義工能善用個人的專業技能，本會會因應服務發展需要招募合適的義工。在這年度，共有四十二位新義工加入，截至 2022 年 3 月，本會共有三百七十位會員及義工。為使新加入的義工對本會的服務有更深入的了解，會舉辦迎新導向及提供相關的訓練，如長者的溝通技巧、認識電動輪椅使用者、電動輪椅駕駛技巧等，讓義工能掌握所需的技巧和知識。義工除協助本會服務外，亦會轉介護士義工予長者服務機構，為機構的長者提供身體檢查及醫療

Relevant training such as communication skills with the elderly, understanding of the power wheelchair users, power wheelchair driving skill were organized to equip them with the essential skills to carry out voluntary work. In addition to the provision of volunteer services for our Association, nurse volunteers were also referred to provide health check-up and consultation services to elderly service agencies. During the reporting period, sixteen referrals were made with over 700 elderly benefited from the service.

To express our recognition for their devotion and enthusiasm to voluntary services, twenty-five volunteers were nominated for the Certificate of Appreciation issued by the Social Welfare Department in recognition of their active participation and valuable contribution in volunteer services in the year 2021.

To express our gratitude for their continuous support, a specially designed memo pad was distributed to members and volunteers. Besides, a Christmas card designed by the service users of The Endeavor was also sent to members and volunteers for the celebration of the festival. News bulletin was published to keep members and volunteers informed of the progress of the Association. To facilitate smooth operation of the services, an updated member and volunteer database had to be kept through regular updating of their personal information.

諮詢服務。在報告期內，共安排了十六次轉介，共有超過七百位長者受惠於此服務。

為了表揚義工的服務精神，在這年度，本會共推薦了二十五名義工獲發社會福利署所頒發的感謝證書，以表揚他們的積極參予及對本會的貢獻。

為表達對義工的感謝，本會特別設計及製作了便條箋，贈予所有會員及義工，期望他們能繼續支持本會的服務。此外，亦寄贈了由本會展毅職業復康中心學員設計的聖誕咭，將聖誕祝福帶給各會員及義工。為了讓會員及義工了解本會服務，本會定期寄發刊物，讓他們知悉各項服務的進展；同時亦會透過刊物更新會員及義工的資料，以保持一個合時的義工資料庫，令服務能順利推行。

Statistics 統計數字		2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數	
Training & activities organized 舉辦探訪活動	42	
Recruitment of volunteers 招募新義工	42	
Orientation organized for new volunteers 舉辦新義工迎新介紹	42	
Organized Volunteer Award 舉辦傑出義工選舉	25	



## SOCIAL ENTERPRISE

### 社會企業



#### Electric Wheelchair Repair Clinic and Resource Centre

#### 電動輪椅一站通



In order to solve the problem of limited working space for the center, there was a relocation and service integration with the workshop of Technical Aids for Severe Disabilities / Computer Aids for Severe Disabilities (TASD/CASD) completed within this year. At the same time, the service faced towards the most severe condition of COVID-19 in the community. The staff maintained the front line service within the infection control and social distance restriction, as well as completed the relocation and integration of two workshops. Luckily, with staff's extraordinary effort, in addition to the cooperation from various working parties and service providers, all the objectives had been achieved according to the original plan without wasting too long service suspension.

Even under the severe outbreak of the COVID-19 as well as the relocation of the workshop, the Centre still achieved financially breakeven situation in this year. The virus continued affecting both the society and the service very much, especially near the end of the year. Although work from home and social interaction restriction were popular throughout the year, the number of service users and service demand continued increasing and recorded healthy revenues growth of the Centre. The number of new members had continued increasing steadily, and the latest membership had reached 2,240. Due to the high quality and comprehensiveness of services, referrals from hospitals or other NGOs continued growing steadily. The support from the volunteers was continued.

為了解決中心工作空間有限的問題，中心於本年度內完成了與輔助儀器製作服務工場的搬遷和整合事宜。同時，該服務面臨著社區中最嚴重的新冠疫情狀況，工作人員既要加強感染控制和配合社交距離限制，又要完成兩個工場的搬遷和整合，同時維持前線服務的提供。幸運的是，在工作人員的齊心協力下，及各相關團體和供應商的配合下，所有流程都在原定計劃內完成，沒有出現太長時間的服務暫停。

即使在新冠疫情嚴重爆發以及工場搬遷的情況下，該服務在去年仍實現了近乎收支平衡的情況。在病毒繼續對社會和服務產生很大影響，尤其是在本財政年度中後段時，在家工作和社區社交活動的限制是必須的，但服務用戶的數量和需求仍有所增加，中心的整體收入均保持平衡。服務的新會員人數繼續穩步增加，目前會員總數已達二千二百四十人。由於服務一直維持高質量和全面性，來自醫院或其他非政府組織的轉介繼續穩步增長，同時亦繼續得到義工們的服務及支持。



The Centre went on providing the majority of service by center-based mode. Other services such as on-site repair, rental and borrowing services were maintained except the relocation period of the workshop. As the epidemic condition was relatively severe in the middle to the end of the this year, the total number of referral related to the Electric Wheelchair Driving School decreased as compared with the last year. The number of referral related to the new power wheelchair selection and purchase also reduced as compared with the previous time. The volunteer training and service matching program “Care giving for the new power wheelchair user “ had still been suspended due to the COVID-19. It was hoped that the condition of COVID-19 would become stable in the mid of 2022 and the volunteer service could be resumed.

In 2021-2022, the Centre had accumulated 2,240 members, it provided 270 centre-based repair services and 86 on-site repair and maintenance services. Through the satisfaction survey of the service user by questionnaires and telephone interviews, over 80% of service users' response were satisfactory. The user satisfaction survey would be conducted continuously to collect user's opinion for on-going improvement.

In order to promote the Centre's service, the service brochure would be sent to rehabilitation institutions, special schools, self-help groups for the disabled, hospitals, social security field units and integrated family service centers. We also organized seminars and training events to let the public families with the service. The social network page for the service had been setup and the service video as well as the promotion issue would be attached in the platform.

一站通繼續通過中心為本的方法提供大部分服務。除工場搬遷期外，其他服務如上門維修、租賃和借用服務均維持正常。由於本年度中至末段疫情較為嚴峻，有關電動輪椅駕駛學校的轉介總數較去年有所減少。新電動輪椅選擇和購買相關的推薦數量也有所減少。受新冠疫情影響，“關懷新手電動輪椅使用者”義工培訓和服務配對計劃仍然暫停。希望疫情情況在 2022 年年中穩定後，相關義工服務可以恢復。

2021-2022 年度，中心累計會員二千二百四十人，提供中心維修服務二百七十次，上門維修保養服務八十六次。通過問卷調查和電話訪談對服務用戶的滿意度調查，百分之八十以上的服務用戶滿意。用戶滿意度調查將持續進行以便收集用戶意見以不斷改進服務。

為推廣中心的服務，中心將會向康復機構、特殊學校、殘疾人自助組織、醫院、社會保障辦事處、綜合家庭服務中心等發送服務介紹單張。我們還會組織講座和培訓活動，中心的社交網絡專頁已經建立，服務視頻和推廣資料將附在平台上，讓更多公眾人士知悉服務。

Statistics 統計數字	2021-2022
Service provided 所提供服務	No. of clients served 接受服務人數
Membership 會員人數	2,240
Provision of home-based repair, maintenance and check up 為會員提供到戶檢查及保養服務	86
Provision of in-house repair 為會員提供維修服務	270
Provision of wheelchair on-loan service 為會員提供電動輪椅租借服務	347
Provision of training sessions 提供電動輪椅使用的訓練	168
Provision of Wheelchair Aid on-loan service 為會員提供電動輪椅器材外借服務	43



## The CLEAN Laundry 宏遠洗衣服務公司

The CLEAN Laundry, which located at Tuen Mun Nan Fung Industrial City, is the first social enterprise operated by the Association. The venture aims at achieving the social objectives of creating employment and training opportunities for people with disabilities and also facilitating their integration into the community. In order to enhance the sustainability of the venture, The CLEAN Laundry has operated in business and self-financing mode.

Under the influence of COVID-19, service users of The Endeavor could not attend the trainings in The CLEAN Laundry workshop, all the laundry works were done by the staff of The CLEAN Laundry. With the efforts of the staff, the business volume of The CLEAN Laundry was slightly increased by about 9% as compared with 2020-2021. Besides, in order to reduce the risk of infection, community walk-in and laundry delivery services were also stopped.

In view of the continuation of COVID-19, The CLEAN Laundry would gradually resume its service with adequate anti-infection precautions. We would carefully review our pricing strategy to the customers to maintain a competitive and cost-effective laundry service, and efforts would be put on soliciting new customers, especially the elderly homes in the district. In addition, community walk-in and laundry delivery would be resumed under a phased approach when the epidemic had slowed down. Various infection control measures would be implemented continuously to prevention the staff and service users from infection by the contaminated clothing.



位於南豐工業城的宏遠洗衣服務公司是協會首間營運的社會企業，致力為殘疾人士提供就業及訓練機會，以協助他們融入社會。為了讓業務能夠持續發展，宏遠採用了商業管理及自負盈虧的運作模式。

因受疫情影響，展毅中心的學員未能到宏遠廠房接受訓練，宏遠廠房的洗衣工作需要由宏遠的職員維持運作，在職員的努力下，宏遠的營業額較去年輕微上升約百分之九。此外，為減低被 2019 冠狀病毒的感染風險，區內的洗衣及衣物收送服務亦需要停止。

預期疫情之影響仍會延續一段時間，宏遠按情況在充足防疫措施下續步回復運作。宏遠會謹慎制定價格策略，以維持市場的競爭力，以提高成本效益。此外，亦會盡力招攬區內的長者院舍客戶，以穩定宏遠的營運收益。當疫情漸趨緩和時，亦會分階段恢復區內的洗衣及衣物收送服務。宏遠會繼續實施各種預防感染措施，以防禦職員及學員在處理污衣時受感染的風險。

# FINANCE

## 財務

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### Auditor's Report

### 核數師報告

ASSOCIATION FOR ENGINEERING AND  
MEDICAL VOLUNTEER SERVICES

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



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## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

REPORT OF THE COMMITTEE MEMBERS  
FOR THE YEAR ENDED 31 MARCH 2022

The members of the Executive Committee have pleasure in submitting their annual report and the audited financial statements of the Association for the year ended 31 March 2022.

PRINCIPAL ACTIVITY

The Association is an incorporated voluntary and non-profit making body. Its principal activity is provision of engineering and medical professional services to needy individuals and organizations.

RESULTS AND APPROPRIATIONS

The results for the year ended 31 March 2022 and the state of affairs of the Association at that date are set out in the financial statements on pages 6 to 28.

PLANT AND EQUIPMENT

Movements in plant and equipment during the year are set out in Note 4 to the financial statements.

RESERVES

Details of movements in the reserve accounts of the Association during the year are set out in Note 6 to 28 to the financial statements.

COMMITTEE MEMBERS

The committee members of the Association during the year were as follows:-

Mr Law Chit Wai  
Dr Chan Hok Sum  
Mr Chan Yuk Keung  
Mr Leung Kwok Fai  
Ms Hong Wai Chi  
Mr Fong Wai Lap  
Mr Leung Kwok Fai  
Ms Cheung Kam Ling Margaret  
Mr Kwan Fu Kei, Larry  
Ms Kwan Tak Ying, Estella

In accordance with article 34 of the Association's Articles of Association, all committee members will retire and, being eligible, offer themselves for re-election biennially at the annual general meeting.

ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

REPORT OF THE COMMITTEE MEMBERS  
FOR THE YEAR ENDED 31 MARCH 2022

- Continued -

COMMITTEE MEMBERS' MATERIAL INTERESTS IN TRANSACTIONS, ARRANGEMENTS AND CONTRACTS THAT ARE SIGNIFICANT IN RELATION TO THE ASSOCIATION'S OPERATION

No transactions, arrangements and contracts of significance in relation to the Association's operation to which the Association was a party and in which a committee member of the Association had a material interest, whether directly or indirectly, subsisted at the end of the year or at any time during the year.

MANAGEMENT CONTRACTS

No contracts concerning the management and administration of the whole or any substantial part of the operation of the Association were entered into or existed during the year.

AUDITORS

The financial statements have been audited by Messrs. Chan & Man, Certified Public Accountants (Practising), who retire and, being eligible, offer themselves for re-appointment.

On behalf of the Executive Committee



Mr Leung Kwok Fai Chairman

Dated: 27 OCT 2022  
Hong Kong

**CHAN & MAN**  
 CERTIFIED PUBLIC ACCOUNTANTS  
 陳錫義、文國樑 會計師行



Page 3

## INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF  
 ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES  
 (Incorporated in Hong Kong and limited by guarantee)

OPINION

We have audited the financial statements of Association For Engineering And Medical Volunteer Services (the "Association") set out on pages 6 to 28, which comprise the statement of financial position as at 31 March 2022, statement of comprehensive income, statement of changes in funds and statement of cash flows 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 Association as at 31 March 2022, and of its financial performance and its 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 compliance with the Hong Kong Companies Ordinance.

BASIS FOR OPINION

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSAs") issued by the HKICPA. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association 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 committee members are responsible for the other information. The other information comprises the information included in the Report of the Committee Members, but does not include the financial statements and our auditors' 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 on the other information obtained prior to the date of this auditors' report, 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.



## INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF  
ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES  
(Incorporated in Hong Kong and limited by guarantee)

- Continued -

RESPONSIBILITIES OF COMMITTEE MEMBERS FOR THE FINANCIAL STATEMENTS

The committee members are responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRSs issued by the HKICPA and the Hong Kong Companies Ordinance, and for such internal control as the committee members determine 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 committee members are responsible for assessing the Association'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 committee members either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

AUDITORS' 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 auditors' report that includes our opinion. 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee members.

## INDEPENDENT AUDITORS' REPORT

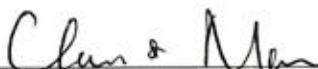
TO THE MEMBERS OF  
ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES  
(Incorporated in Hong Kong and limited by guarantee)

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

- Continued -

- Conclude on the appropriateness of the committee members' 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 Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the Association 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 committee members 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.

  
\_\_\_\_\_  
Certified Public Accountants  
(Practising)

Hong Kong  
Date: 27 OCT 2022

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2022

	2022 HK\$	2021 HK\$
INCOME		
Designated donations:		
Others	601,200	1,130,033
Subventions:		
Hong Kong Jockey Club Charities Trust	2,208,400	2,205,221
Community Chest	1,761,600	1,937,760
Social Welfare Department - HKSAR Government	25,526,576	21,309,254
- Time Limited Post Grant	130,800	32,700
- Lotteries Fund	99,500	90,000
- Block Grant	426,600	291,000
- Community Care Fund	545,385	540,168
	<u>31,300,061</u>	<u>27,536,136</u>
Subventions from Employees Retraining Board utilized	28,518	54,996
Service income	5,529,072	5,410,932
	<u>36,857,651</u>	<u>33,002,064</u>
OTHER REVENUE		
Interest income	460	421
Sundry income	9,310	3,510
	<u>36,867,421</u>	<u>33,005,995</u>
EXPENDITURE		
Salaries	21,332,717	19,125,943
Provident fund contributions and charges	1,851,735	1,091,118
Provision for long service payment	(7,640)	(112,078)
Programme and services expenses	6,832,927	5,664,450
Repairs and maintenance	292,658	280,284
Printing, postage and stationery	204,249	187,973
Travelling	309,421	49,976
Telephone and fax	88,152	148,436
Electricity and water	441,665	186,971
Insurance	168,815	132,986
Rent and rates	1,832,816	1,626,505
Cleaning	335,850	261,080
Depreciation	283,388	6,360
Advertising	110,925	27,349
General expenses	213,023	58,942
Annual general meeting and dinner	39,188	-
Equipment and uniform	246,618	113,738
Staff training	52,409	7,150
Transportation	129,629	-
Motor vehicles	90,012	69,911
Audit fee	38,000	34,500
SWD Fund expense	39,800	18,853
LF Fund/I&T Fund expense	233,583	-
Block grant expense	470,293	297,705
SWD - COVID-19 expense	186,107	200,094
	<u>(35,816,340)</u>	<u>(29,478,246)</u>
SURPLUS FOR THE YEAR	<u>1,051,081</u>	<u>3,527,749</u>

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2022

	<u>2022</u> HK\$	<u>2021</u> HK\$
- Continued -		
SURPLUS FOR THE YEAR	1,051,081	3,527,749
TRANSFERS FROM/(TO):		
General Fund	639,871	63,316
Service Foundation Fund	(547,600)	(1,057,421)
Supported Employment Services	(413,358)	(218,101)
Jockey Club Desktop Publishing Centre	(35,951)	121,856
Home Care Services	(505,103)	(1,006,452)
The Endeavor	(425,188)	(1,178,707)
Laundry Workshop	(5,234)	(11,253)
Jockey Club Digital Inclusion Centre	7,117	(36,495)
Electric Wheelchair Repair Clinic and Resource Centre	333,192	(148,972)
EC Farm - Vocational Training and Horticulture Educational Scheme	24,149	12,171
Community Care Fund - Pilot Scheme on Home Care and Support for Elderly Persons with Mild Impairment	(120,676)	(44,991)
Social Welfare Department Time-Limited Posts for Elderly and Rehabilitation Services	(2,300)	(22,700)
ACCUMULATED BALANCE AT END OF YEAR	=====	=====

The annexed notes form an integral part of these financial statements



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2022


	NOTE	2022 HK\$	2021 HK\$
NON-CURRENT ASSETS			
Loans to disabled	3	120,485	191,925
Plant and equipment	4	284,492	10,143
		<u>404,977</u>	<u>202,068</u>
CURRENT ASSETS			
Prepayments and other receivables		777,173	711,350
Utility deposits		234,030	168,030
Current portion of loans to disabled	3	103,830	195,985
Cash and bank balances		20,420,572	21,912,467
		<u>21,535,605</u>	<u>22,987,832</u>
CURRENT LIABILITIES			
Accounts payable		1,042,433	837,847
Accruals		38,000	34,500
Receipts in advance		33,283	38,351
		<u>(1,113,716)</u>	<u>(910,698)</u>
NET CURRENT ASSETS		<u>20,421,889</u>	<u>22,077,134</u>
NON-CURRENT LIABILITIES			
Long service payments obligation	5	<u>(63,183)</u>	<u>(188,475)</u>
TOTAL ASSETS		<u>20,763,683</u>	<u>22,090,727</u>

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

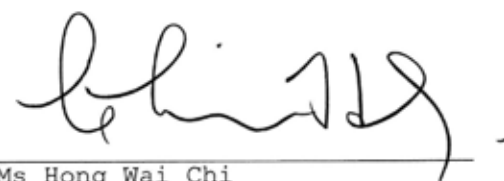
STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2022

	NOTE	2022 HK\$	2021 HK\$
- Continued -			
Represented by:			
General Fund	6	-	-
Service Foundation Fund	7	6,124,987	6,217,258
Independent Living Fund	8	2,540,890	2,540,890
Supported Employment Services	9	277,263	278,743
Jockey Club Desktop Publishing Centre	10	(1,783,669)	(1,819,620)
Home Care Services	11	528,150	528,150
The Endeavor	12	57,241	76,810
Laundry workshop	13	80,977	75,743
Social Welfare Department			
Lump Sum Grant Reserve	14	10,823,431	11,111,451
Social Welfare Department Provident Fund	15	1,271,055	1,860,298
Social Welfare Department Central Items	16	142,917	142,917
Social Welfare Department Block Grant	17	267,922	401,209
Social Welfare Department			
Rent and Rates	18	(810,869)	(787,779)
Community-based support projects for Persons			
with disabilities and their families	19	130,686	130,686
Social Welfare Development Fund	20	388,449	368,237
Jockey Club Digital Inclusion Centre	21	(55,133)	(48,016)
Electric Wheelchair Repair Clinic and			
Resource Centre	22	1,295,291	1,628,483
EC Farm - Vocational Training and			
Horticulture Educational Scheme	23	(613,873)	(589,724)
Community Care Fund - Pilot Scheme on			
Home Care and Support for Elderly Persons			
with Mild Impairment	24	72,968	(47,709)
Training Subsidy Programme for children on			
the waiting list of subvented pre-school			
rehabilitation services	25	-	-
Time-Limited Posts for Elderly &			
rehabilitation Services	26	25,000	22,700
TOTAL FUNDS		<u>20,763,683</u>	<u>22,090,727</u>

The financial statements on pages 6 to 28 were approved by the members of Executive Committee on **27 OCT 2022** and were signed on its behalf



Mr Leung Kwok Fai  
Chairman



Ms Hong Wai Chi  
Committee member

The annexed notes form an integral part of these financial statements

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF CHANGES IN FUNDS  
FOR THE YEAR ENDED 31 MARCH 2022

	<u>2022</u> HK\$	<u>2021</u> HK\$
Total equity at 1 April	22,090,727	20,112,682
Surplus for the year	1,051,081	3,527,749
Refund to Government	(2,378,125)	(1,505,486)
Exemption to loan to disabled	-	(44,218)
	<hr/>	<hr/>
Total equity at 31 March	20,763,683 =====	22,090,727 =====

The annexed notes form an integral part of these financial statements

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2022

	2022 HK\$	2021 HK\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Surplus for the year	1,051,081	3,527,749
Adjustments for:		
Provision for long service payment	(7,640)	(112,078)
Interest income	(460)	(421)
Depreciation	283,388	6,360
Operating surplus before movements in working capital	1,326,369	3,421,610
Changes in loans to disabled	163,595	80,996
Changes in prepayments and other receivables	(65,823)	790,363
Changes in utility deposits	(66,000)	-
Changes in accounts payable	204,586	427,509
Changes in accruals	3,500	2,500
Changes in receipts in advance	(5,068)	(40,868)
Changes in long service payment	(117,652)	-
Cash generated from operations	1,443,507	4,682,110
Refund to Government	(2,378,125)	(1,505,486)
Exemption to loan to disabled	-	(44,218)
Net cash generated from operating activities	(934,618)	3,132,406
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments to acquire plant and equipment	(557,737)	(11,350)
Interest income received	460	421
Net cash (used in)/ (generated from) investing activities	(557,277)	(10,929)
NET CHANGES IN CASH AND CASH EQUIVALENTS	(1,491,895)	3,121,477
CASH AND CASH EQUIVALENTS BROUGHT FORWARD	21,912,467	18,790,990
CASH AND CASH EQUIVALENTS CARRIED FORWARD	20,420,572	21,912,467
ANALYSIS OF THE BALANCES OF CASH AND CASH EQUIVALENTS		
	2022 HK\$	2021 HK\$
Cash at bank and in hand	20,420,572	21,912,467
Bank overdraft	-	-
	20,420,572	21,912,467

The annexed notes form an integral part of these financial statements.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20221. GENERAL INFORMATION

The Association was incorporated under the laws of Hong Kong on 5 June 1990. Pursuant to Section 21 of the Companies Ordinance, the Association has obtained approval from the Registrar of Companies to register the Association without incorporating the word "Limited" to its name.

The Association is limited by guarantee and, accordingly, it is not authorized to issue share capital. The liability of members is limited to HK\$100 each.

There were 10 members as at the statement of financial position date (2021: 10).

The address of its registered office is No. 207-212, Podium Floor, Block 44, Shek Kip Mei Estate, Kowloon.

The principal activity is provision of engineering and medical professional services to needy individuals and organizations.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

(a) Statement of compliance

The financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards (HKFRSs), which collective term includes all applicable individual Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards (HKASs) and Interpretations issued by the Hong Kong Institute of Certified Public Accountants (HKICPA).

The HKICPA has issued certain new and revised HKFRSs that are first effective or available for early adoption for the current accounting period of the Association. Note 2(c) below provides information on any changes in accounting policies resulting from initial application of these developments to the extent that they are relevant to the Association for the current and prior accounting periods reflected in these financial statements.

(b) Basis of preparation of the financial statement

These financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards (HKFRSs), which collective term includes all applicable individual Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards (HKASs) and Interpretations issued by the Hong Kong Institute of Certified Public Accountants (HKICPA) and accounting principles generally accepted in Hong Kong. They have been prepared under the historical cost convention.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20222. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- Continued -

(c) Changes in accounting policies and disclosures

The HKICPA has issued a number of amendments to HKFRSs and new interpretations that are first effective for the current accounting period of the Association. Of these, none of the developments are relevant to the Association's financial statements.

The Association has not applied any new standard or interpretation that is not yet effective for the current accounting period.

(d) Income recognition

Income is recognized when it is probable that the economic benefits will flow to the Association and when the income can be measured reliably, on the following bases:

- (i) Subventions, when there is reasonable assurance that the Association will comply with the conditions attaching to the subventions and that the subventions will be received. Subventions are recognized as income over the periods necessary to match them with the related costs which they are intended to compensate, on a systematic basis;
- (ii) Donations and membership annual subscriptions, upon actual cash receipt;
- (iii) Interest income, on a time proportion basis taking into account the principal outstanding and the effective interest rate applicable; and
- (iv) Service income, in the period in which such services are rendered.

(e) Government grants

Government grants are recognised in the statement of financial position initially when there is reasonable assurance that they will be received and that the Association will comply with the conditions attaching to them. Grants that compensate the Association for expenses incurred are recognised as revenue in profit or loss on a systematic basis in the same periods in which the expenses are incurred. Grants that compensate the Association for the cost of an assets are deducted from the carrying amount of the assets and consequently are effectively recognised in profit or loss over the useful life of the asset by way of reduced depreciation expense.

(f) Impairment of assets

At each reporting date, the Association reviews the carrying amounts of its assets to determine whether there is an indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of an assets is estimated in order to determine the extent of the impairment loss.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds recoverable amount which is the higher of an asset's fair value less costs to sell and value in use. Impairment losses are recognised in the statement of comprehensive income except where the asset is carried at valuation and the impairment loss does not exceed the revaluation surplus for that same asset, in which case it is treated as a revaluation decrease.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20222. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- Continued -

(g) Plant and equipment

Plant and equipment are stated at cost less accumulated depreciation and impairment losses. For property, plant and equipment which are funded by government grants or other grants, such grants are deducted in arriving at the carrying amount of the assets, and the balance of the cost of these assets are depreciated over their estimated useful lives.

Depreciation is calculated to write off the cost/value of each asset, less their estimated residual value, if any, using the straight line method over their estimated useful lives. The principle annual rates used for this purpose are as follows:-

Furniture and equipment	33%
Leasehold improvement	50%

Gains or losses arising from the retirement or disposal of an item of property, plant and equipment are determined as the difference between the net disposal proceeds and the carrying amount of the item and are recognized in the statement of comprehensive income and expenditure on the date of retirement or disposal.

(h) Receivable

Receivables are initially recognised at fair value and thereafter stated at amortised cost less allowance for impairment losses of bad and doubtful debts, except where the receivable are interest-free loans made to related parties without any fixed repayment terms or effect of discounting would be immaterial. In such cases, the receivables are stated at cost less allowance for impairment losses of bad and doubtful debts.

A provision for impairment of the receivables is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. The amount of the provision is recognised in the statement of comprehensive income.

(i) Payables

Payables are initially recognised at fair value and thereafter stated at amortised cost unless the effect of discounting would be immaterial, in which case they are stated at original invoice amount.

(j) Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other financial institutions, and short-term, highly liquid investments that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value, having been within three months of maturity at acquisition. Bank overdrafts that are repayable on demand and form an integral part of the Association's cash management are also included as a component of cash and cash equivalents for the purpose of the statement of cash flows.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20222. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- Continued -

(k) Employee benefits*Employment Ordinance long service payments*

Certain of the Association's employees have completed the required number of years of service to the Association in order to be eligible for long service payments under Hong Kong Employment Ordinance (the "Employment Ordinance") in the event of the termination of their employment. The Association is liable to make such payments in the event that such a termination of employment meets the circumstances specified in the Employment Ordinance.

A provision is recognized in respect of the probable future long service payments expected to be made. The provision is based on the best estimate of the probable future payments which have been earned by the employees from their services to the Association to the statement of financial position date.

A contingent liability is disclosed in respect of possible future long service payments to employees, as a number of current employees have achieved the required number of years of service to the Association, to the statement of financial position date, in order to be eligible for long service payments under the Employment Ordinance if their employment is terminated in the circumstances specified. A provision has not been recognized in respect of such possible payments, as it is not considered probable that the situation will result in a material future outflow of resources from the Association.

*Pension schemes*

The Association operates a defined contribution Mandatory Provident Fund retirement benefits scheme (the "MPF Scheme") under the Mandatory Provident Fund Schemes Ordinance, for those employees who are eligible to participate in the MPF Scheme. Contributions are made based on a percentage of the employees' basic salaries and are charged to the statement of comprehensive income and expenditure as they become payable in accordance with the rules of the MPF Scheme. The assets of the MPF Scheme are held separately from those of the Association in an independently administered fund. The Association's employer contributions vest fully with the employees when contributed into the MPF Scheme.

(l) Operating leases

Leases where substantially all the rewards and risks of ownership of assets remain with the lessor are accounted for as operating leases. Rentals payable under operating leases are charged to the statement of income and expenditure on the straight-line basis over the lease terms.

(m) Designated donations and related expenditure

Designated donations received are credited directly to the respective funds. Expenditures are charged to these funds where appropriate.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20222. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- Continued -

(n) Provision and contingent liabilities

Provisions are recognised for liabilities of uncertain timing or amount when the Association has a legal or constructive obligation arising as a result of a past event, it is probable that an outflow of economic benefits will be required to settle the obligation and a reliable estimate can be made. Where the time value of money is material, provisions are stated at the present value of the expenditure expected to settle the obligation.

Where it is not probable that an outflow of economic benefits will be required, or the amount cannot be estimated reliably, the obligation is disclosed as a contingent liability, unless the probability of outflow of economic benefits is remote. Possible obligations, whose existence will only be confirmed by the occurrence or non-occurrence of one or more future events are also disclosed as contingent liabilities unless the probability of outflow of economic benefits is remote.

3. LOANS TO DISABLED

	<u>2022</u> HK\$	<u>2021</u> HK\$
At beginning of year	387,910	468,906
Advances during the year	29,290	230,410
Loan exemption	-	(44,218)
Repayment during the year	(192,885)	(267,188)
At end of year	<u>224,315</u>	<u>387,910</u>
Portion classified as current assets	(103,830)	(191,925)
Non-current portion	<u>120,485</u> =====	<u>195,985</u> =====

These are unsecured, interest-free and are repayable by monthly instalments.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20224. PLANT AND EQUIPMENT

	<u>Furniture &amp; Equipment</u> HK\$	<u>Leasehold Improvement</u> HK\$	<u>Total</u> HK\$
COST			
At 01.04.2020	188,476	128,100	316,576
Addition	11,350	-	11,350
At 31.03.2021	199,826	128,100	327,926
Addition	11,037	546,700	557,737
At 31.03.2022	210,863	674,800	885,663
ACCUMULATED DEPRECIATION			
At 01.04.2020	183,323	128,100	311,423
Charge for the year	6,360	-	6,360
At 31.03.2021	189,683	128,100	317,783
Charge for the year	10,038	273,350	283,388
At 31.03.2022	199,721	401,450	601,171
NET BOOK VALUE			
At 31.03.2022	11,142	273,350	284,492
At 31.03.2021	10,143	-	10,143

5. LONG SERVICE PAYMENTS OBLIGATION

The Association had provided long service payments for employees who had fulfilled the required number of years of service under Hong Kong's Employment Ordinance (the 'Employment Ordinance') on their termination of employment.

The provision for long service payments is calculated in accordance with the provisions of the Employment Ordinance and is reduced by the cumulative employer's contribution to the MPF.

At 31 March 2022, 34 employees (2021: 39) had fulfilled the required number of years of service under Employment Ordinance. The total amount of the provision for long service payment should be HK\$546,687 (2021: HK\$818,227).

However, Social Welfare Department will subvent the long service payments for the employees under Supported Employment Services, Integrated Home Care and the Endeavor. No provision was recognised in respect of such payment as no material outflow of resources will be required to settle the obligation. The correspondence amount was disclosed as contingent liability in Note 29 to the financial statements.

The provision was only recognised for the employees under Central Administration.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20226. GENERAL FUND

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	-	-
Transfer from statement of comprehensive income	(639,871)	(63,316)
Transfer to Service Foundation Fund - note 7	639,871	63,316
Balance at end of year	<u>-</u> =====	<u>-</u> =====

7. SERVICE FOUNDATION FUND

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	6,217,258	5,232,463
Transfer from statement of comprehensive income	547,600	1,057,421
Transfer from General Fund - note 6	(639,871)	(63,316)
Transfer to Social Welfare Department Lump Sum Grant Reserve	-	(9,310)
Balance at end of year	<u>6,124,987</u> =====	<u>6,217,258</u> =====

The Service Foundation Fund ("SFF") was set up to support the development of new services of the Association and the surplus balance of SFF will be used to offset against any deficits in the General Fund.

8. INDEPENDENT LIVING FUND

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	2,540,890	2,585,108
Loan exemption to disabled	-	(44,218)
Balance at end of year	<u>2,540,890</u> =====	<u>2,540,890</u> =====

The Independent Living Fund was set up separately to provide interest-free loans to the disabled and, accordingly, it is not to be used to cover any deficits which were derived from any other services or funds.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20229. SUPPORTED EMPLOYMENT SERVICES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	278,743	278,853
Transfer from statement of comprehensive income	413,358	218,101
Transfer to Social Welfare Department		
Lump Sum Grant Reserve - note 14	(413,358)	(218,101)
Transfer to Training Subsidy Programme for Children on the Waiting List of Subvented Preschool Rehabilitation Services - note 2	-	(110)
Fund transfer to Social Welfare Department		
Lump Sum Grant Reserve		
agreed by SWD SF/SAS/4-35/1/3(010) - note 14	(1,480)	-
Balance at end of year	<u>277,263</u> =====	<u>278,743</u> =====

The Supported Employment Services, commenced in March 1995, provides employment opportunities to the disabled.

10. JOCKEY CLUB DESKTOP PUBLISHING CENTRE

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	(1,819,620)	(1,697,764)
Transfer to statement of comprehensive income	35,951	(121,856)
Balance at end of year	<u>(1,783,669)</u> =====	<u>(1,819,620)</u> =====

The funding from The Hong Kong Jockey Club Charities Trust and Chinese Permanent Cemeteries was used to set up a workshop to provide training and employment for the disabled since March 1996 and, accordingly, it is not to be used to cover any deficits which were derived from any other services or funds.

11. HOME CARE SERVICES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	528,150	528,150
Transfer from statement of comprehensive income	505,103	1,006,452
Transfer to Social Welfare Department		
Lump Sum Grant Reserve - note 14	(505,103)	(1,006,452)
Balance at end of year	<u>528,150</u> =====	<u>528,150</u> =====

The Home Care Services aims to provide home care to the elderly and disabled, as well as needy families so as to assist them to continue living in the community.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202212. THE ENDEAVOR

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	76,810	50,573
Transfer from statement of comprehensive income	425,188	1,178,707
Transfer to Social Welfare Department		
Lump Sum Grant Reserve - note 14	(425,188)	(1,178,707)
Transfer from Social Welfare Development		
Lump Sum Grant Reserve - note 14	-	45,711
Transfer to Social Welfare Development Central		
Items - note 16	-	(19,474)
Refund to government	(19,569)	
Balance at end of year	<u>57,241</u> =====	<u>76,810</u> =====

This is an integrated vocational rehabilitation service centre subvented by the Social Welfare Department.

13. LAUNDRY WORKSHOP

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	75,743	64,490
Transfer to statement of comprehensive income	5,234	11,253
Balance at end of year	<u>80,977</u> =====	<u>75,743</u> =====

The Clean Laundry was funded by the grants from the 'Enhancing Employment of People with Disabilities through Small Enterprise' Project of the Social Welfare Department. The Project commenced operation since February 2006. The project is to operate on a self-finance mode after expiry of funding support from the Social Welfare Department.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202214. SOCIAL WELFARE DEPARTMENT LUMP SUM GRANT RESERVE

	2022 HK\$	2021 HK\$
Balance at beginning of year	11,111,451	10,437,054
Transfer from Supported Employment Services - note 9	413,358	218,101
Transfer from Home Care Services - note 11	505,103	1,006,452
Transfer from The Endeavor - note 12	425,188	1,178,707
Transfer (to)/from Social Welfare Department Provident Fund - note 15	587,287	(170,331)
Transfer to The Endeavor - note 12	-	(45,711)
Transfer to Social Welfare Department Block Grant - note 17	133,287	(72,133)
Transfer from Social Welfare Department Rent and Rates - note 18	(3,711)	16,427
Transfer from/(to) Social Welfare Development Fund - note 22	(20,212)	18,842
Transfer from Service Foundation Fund - note 7	-	9,310
Refund to Government	(2,326,364)	(1,485,267)
Refund to Government for previous years	(5,392)	-
Fund transfer from Social Welfare Department Lump Sum Grant Reserve agreed by SWD SF/SAS/4-35/1/3(010) - note 9	1,480	-
Fund transfer from Social Welfare Department Provident Fund agreed by SWD SF/SAS/4-35/1/3(010) - note 15	1,956	-
Balance at end of year	<u>10,823,431</u> =====	<u>11,111,451</u> =====

In accordance with the Lump Sum Grant Manual issued by the Social Welfare Department in October 2000 and adopted by the Association, any unspent lump sum grant is to be transferred to and kept in a separate reserve fund.

15. SOCIAL WELFARE DEPARTMENT PROVIDENT FUND

	2022 HK\$	2021 HK\$
Balance at beginning of year	1,860,298	1,689,967
Transfer from/(to) Social Welfare Department Lump Sum Grant Reserve - note 14	(587,287)	170,331
Fund transfer to Social Welfare Department Lump Sum Grant Reserve agreed by SWD SF/SAS/4-35/1/3(010) - note 14	(1,956)	-
Balance at end of year	<u>1,271,055</u> =====	<u>1,860,298</u> =====

In accordance with the Lump Sum Grant Manual issued by the Social Welfare Department in April 2005, any unspent lump sum grant is to be transferred to and kept in a separate reserve fund.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202216. SOCIAL WELFARE DEPARTMENT CENTRAL ITEMS

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	142,917	142,917
Transfer from The Endeavor - note 12	-	19,474
Refund to Government	-	(19,474)
Balance at end of year	<u>142,917</u> =====	<u>142,917</u> =====

In accordance with the Lump Sum Grant Manual issued by the Social Welfare Department in April 2005, any unspent lump sum grant is to be transferred to and kept in a separate reserve fund.

17. SOCIAL WELFARE DEPARTMENT BLOCK GRANT

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	401,209	329,076
Transfer from/(to) Social Welfare Department Lump Sum Grant Reserve - note 14	(133,287)	72,133
Balance at end of year	<u>267,922</u> =====	<u>401,209</u> =====

The Block Grant aims to meet the minor and routine Furniture and Equipment replenishment and repairs and maintenance requirements of Agencies in respect of their subvented welfare service so as to replace the need for individual applications.

Movement of the F&E Replenishment and Minor Works Block Grant Reserve is as follows:-

		HK\$
Credit balance b/f from previous financial year		401,209
Add: Block Grant received during the year	337,000	
Interest income received	6	
	<u>          </u>	337,006
		<u>738,215</u>
Less: Expenditure during the year (Note):-		
Minor works projects	97,600	
Furniture and equipment	372,693	
	<u>          </u>	(470,293)
Credit balance c/f to the next financial year		<u>267,922</u> =====

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202217. SOCIAL WELFARE DEPARTMENT BLOCK GRANT

- Continued -

## Capital Commitments

As at 31 March 2022, the outstanding commitments in respect of Furniture and Equipment Replenishment and Minor Works Grant were as follows:

	HK\$
Contracted for but not provided in the financial statements	-
Authorized but not contracted for	-
	=====

Note: Expenditure charged to Block Grant during the year should be full expenditure amount, i.e. the actual expenditure incurred in 2021-22.

18. SOCIAL WELFARE DEPARTMENT RENT AND RATES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	(787,779)	(770,607)
Transfer to Social Welfare Department		
Lump Sum Grant Reserve - note 14	3,711	(16,427)
Refund to Government	(26,801)	(745)
Balance at end of year	<u>(810,869)</u>	<u>(787,779)</u>
	=====	=====

In accordance with the Lump Sum Grant Manual Issued by the Social Welfare Department in April 2005, any unspent lump sum grant is to be transferred to and kept in a separate reserve fund.

19. COMMUNITY-BASED SUPPORT PROJECTS FOR PERSONS WITH DISABILITIES AND THEIR FAMILIES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning and end of year	130,686	130,686
	=====	=====

Community-based Support Projects for Persons with Disabilities and their Families aims to provide comprehensive and continuous on-the-job support to persons with disabilities so as to enhance their adaptation and problem solving abilities. The ultimate goal is to assist them to retain their employment. Support is also rendered to their families to relieve their pressure and improve their family relationship.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202220. SOCIAL WELFARE DEVELOPMENT FUND

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	368,237	387,079
Transfer (to)/from Social Welfare Department Lump Sum Grant Reserve – note 14	20,212	(18,842)
Balance at end of year	<u>388,449</u> =====	<u>368,237</u> =====

The Fund is allocated by the Social Welfare Department to support training, capacity enhancement initiatives and service delivery enhancement studies.

Movement of the Social Welfare Development Fund (SWDF) is as follows:-

	HK\$	HK\$
(a) Balance of SWDF brought forward – Phase 3		(a) 368,237
<u>Income</u>		
(b) Allocation from SWDF during the financial year		(b) 60,000
(c) Interest received during the financial year – Phase 3		(c) 12
<u>(d) Expenditure</u>		
1. Expenditure for projects under scope A	39,800	
2. Expenditure for projects under scope B (non-IT)	-	
3. Expenditure for projects under scope B (IT)	-	
4. Expenditure for projects under scope C	-	
5. Expenditure for Administrative Support	-	
Total expenditure during financial year	-	
	(d) (39,800)	
(e) Balance carried forward to the next financial year		(e) 388,449
(e) = (a) + (b) + (c) – (d)		=====

The above expenditures under the SWDF have been incurred in accordance with the requirements stipulated in SWDF Guidance Notes for application, SWD's approval letter(s) and the procurement of projects and services are in line with the procedures specified in the Lotteries Fund Manual.

21. JOCKEY CLUB DIGITAL INCLUSION CENTRE

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	(48,016)	(84,511)
Transfer from/(to) statement of comprehensive income	(7,117)	36,495
Balance at end of year	<u>(55,133)</u> =====	<u>(48,016)</u> =====

The Centre aims to narrow the digital divide and enhancing digital accessibility of people with disabilities and elderly such that they can also benefit from the advancement in technology.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202222. ELECTRIC WHEELCHAIR REPAIR CLINIC AND RESOURCE CENTRE

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	1,628,483	1,479,511
Transfer from statement of comprehensive income	(333,192)	148,972
Balance at end of year	<u>1,295,291</u> =====	<u>1,628,483</u> =====

The Centre provides repair, maintenance and rental of electric wheelchair so as to facilitate mobility of people with disabilities and elderly and thus their integration into the community.

23. EC FARM - VOCATIONAL TRAINING AND HORTICULTURE EDUCATIONAL SCHEME

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	(589,724)	(577,553)
Transfer to statement of comprehensive income	(24,149)	(12,171)
Balance at end of year	<u>(613,873)</u> =====	<u>(589,724)</u> =====

The Farm Project, commenced in March 2013, provides training opportunities for people with disabilities on farming and horticulture and facilitate their integration into the community.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202224. COMMUNITY CARE FUND - PILOT SCHEME ON HOME CARE AND SUPPORT FOR ELDERLY PERSONS WITH MILD IMPAIRMENT

During the year, the Association has implemented Community Care Fund ("CCF") assistance programme. According to the requirement of CCF, the Association is required to disclose the income and expenditure for the programme in its financial statements.

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	(47,709)	(92,700)
Transfer from/(to) statement of comprehensive income	120,677	44,991
Balance at end of year	<u>72,968</u> =====	<u>(47,709)</u> =====

Community Care Fund aims to provide home care and support services to elderly with mild impairment.

Movement of the CCF - Pilot scheme on Home Care and Support for Elderly Persons with Mild Impairment is as follows:-

	<u>2022</u> HK\$	<u>2021</u> HK\$
<u>Income</u>		
Subsidy from CCF	545,385	540,168
Fees income received from participants	26,690	30,340
Social Welfare Development COVID-19	-	20,000
	<u>572,075</u> -----	<u>590,508</u> -----
<u>Expenditure</u>		
Audit fee	3,500	3,500
Cleaning		20,609
Equipment	27,525	10,153
General expense	700	-
Salaries	305,895	394,612
Provident fund	21,191	18,152
Programme expenses	81,987	88,122
Printing, stationery and postage	907	460
Travelling	1,059	4,057
Telephone and fax	-	3,080
Electricity and water	8,634	2,772
	<u>(451,398)</u> -----	<u>(545,517)</u> -----
Surplus for the year	120,677	44,991
Balance at the beginning of the year	(47,709)	(92,700)
Balance at the end of the year	<u>72,968</u> =====	<u>(47,709)</u> =====

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202225. TRAINING SUBSIDY PROGRAMME FOR CHILDREN ON THE WAITING LIST OF SUBVENTED PRE-SCHOOL REHABILITATION SERVICES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	-	(110)
Transfer to statement of comprehensive income	-	110
Balance at end of year	- ===	- ===

Training Subsidy Programme for children in the waiting list of subvented pre-school Rehabilitation Services aims to provide rehabilitation services for children wait-listed for subvented pre-school rehabilitation services.

26. SOCIAL WELFARE DEPARTMENT TIME-LIMITED POSTS FOR ELDERLY AND REHABILITATION SERVICES

	<u>2022</u> HK\$	<u>2021</u> HK\$
Balance at beginning of year	22,700	-
Transfer to statement of comprehensive income	2,300	22,700
Balance at end of year	25,000 =====	22,700 =====

"Time-limited posts for Elderly and Rehabilitation Services" was created under the Anti-epidemic Fund with a view to enhance technology support for elderly and rehabilitation service units subsidized by the Social Welfare Department. A subsidy for a maximum of 12 months was given to each post from 1 October 2021 to 31 December 2022.

26. BENEFITS AND INTERESTS OF COMMITTEE MEMBERS (DISCLOSURES REQUIRED BY SECTION 383 OF THE HONG KONG COMPANIES ORDINANCE (CAP.622) AND COMPANIES (DISCLOSURE OF INFORMATION ABOUT BENEFITS OF DIRECTORS) REGULATION (CAP.622G)

No remuneration was paid or payable to the committee members which needs to be disclosed pursuant to section 383 of the Hong Kong Companies Ordinance (Cap. 622) and Companies (Disclosure of Information about Benefits of Directors) Regulation (Cap.622G).

27. TAXATION

No provision for Hong Kong profits tax has been made since the Association is a charitable institution and, accordingly, is exempted from Hong Kong tax under Section 88 of the Inland Revenue Ordinance.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202228. LEASE COMMITMENTAs lessor

At the reporting date, the Association had future aggregate minimum lease receivables under non-cancellable operating leases in respect of investment properties as follows:-

	<u>2022</u> HK\$	<u>2021</u> HK\$
Within one year	1,654,848	1,321,836
After one year but within five years	3,717,696	93,000
After five years	-	-
	<u>5,372,544</u> =====	<u>1,414,836</u> =====

29. CONTINGENT LIABILITY

	<u>2022</u> HK\$	<u>2021</u> HK\$
Long service payments obligation - note 5	483,504 =====	629,752 =====

30. FINANCIAL INSTRUMENTS - RISK MANAGEMENT

The Association is exposed through its operations to one or more of the following financial risks:

- Fair value or cash flow interest rate risk
- Liquidity risk

Policies for managing these risks are set by the management of the Association. The policy for each of the above risks is described in more detail below.

**Fair value and cash flow interest rate risk**

As the Association has no significant third party interest-bearing assets/liabilities other than in Hong Kong dollar bank deposits, the Association's income and operating cash flows are substantially independent of changes in market interest rates.

**Liquidity risk**

The Association's policy is to regularly monitor current and expected liquidity requirements to ensure that it maintains sufficient reserves of cash to meet its liquidity requirements in the short and longer term.

## SERVICE DIRECTORY

### 服務一覽

#### EMV Head Office/ Technical & Computer Aids Services for the Disabled Community Occupational Therapy EMV 總會 / 弱能人士輔助儀器 / 電腦輔助儀器製作服務 / 社康職業治療服務

**Address:** 207-212, Podium Floor, Block 44, Shek Kip Mei Estate, Kowloon  
**地址** 九龍石硤尾村 44 座 (美彩樓) 平台 207-212 室

**Tel 電話 :** 2776 8569      **Fax 傳真 :** 2788 1194      **Email 電郵 :** info@emv.org.hk

#### Integrated Home Care Service 綜合家居照顧服務

**Address:** 207-212, Podium Floor, Block 44, Shek Kip Mei Estate, Kowloon  
**地址** 九龍石硤尾村 44 座 (美彩樓) 平台 207-212 室

**Tel 電話 :** 2360 0803      **Fax 傳真 :** 2788 1194      **Email 電郵 :** ihcs@emv.org.hk

#### Pilot Scheme on Home Care & Support for Elderly Persons with Mild Impairment 支援身體機能有輕度缺損的長者試驗計劃

**Address:** 225-227, Podium Floor, Block 19, Shek Kip Mei Estate, Kowloon  
**地址** 九龍石硤尾邨 19 座平台 225 - 227 室

**Tel 電話 :** 2779 8616      **Fax 傳真 :** 2779 8821

#### Integrated Vocational Rehabilitation Service Centre – The Endeavor 綜合職業復康服務中心 - 展毅中心

**Address:** G/F, Sau Tai House & Mei Tai House, Fu Tai Estate, Tuen Mun, N.T.  
**地址** 新界屯門富泰村秀泰樓及美泰樓地下

**Tel 電話 :** 3157 1515      **Fax 傳真 :** 3157 1514      **Email 電郵 :** endeavor@emv.org.hk

#### Supported Employment Service 輔助就業服務

**Address:** Unit No. 2, G/F, Tung Lung House, Tai Hang Tung Estate, Kowloon  
**地址** 九龍石硤尾大坑東村東龍樓地下 2 號

**Tel 電話 :** 2788 4749      **Fax 傳真 :** 2788 4088      **Email 電郵 :** ses@emv.org.hk

#### Jockey Club Desktop Publishing Centre 賽馬會桌面排版中心

**Address:** 12-14, G/F., Ying Tung House, Tung Tau Estate, Kowloon  
**地址** 九龍東頭村盈東樓 12 至 14 號地下

**Tel 電話 :** 2716 0228      **Fax 傳真 :** 2716 9817      **Email 電郵 :** jcdtp@emv.org.hk

### Jockey Club Digital Inclusion Centre / IT Solution for Rehabilitation 賽馬會數碼共融中心 / 復康科技資源站

**Address:** 225-227, Podium Floor, Block 19, Shek Kip Mei Estate, Kowloon  
**地址** 九龍石硤尾村 19 座平台 225 – 227 室

**Tel 電話 :** 2779 8333 / 2788 3211      **Fax 傳真 :** 2779 8821 / 2788 1194      **Email 電郵 :** jcdic@emv.org.hk / crehab@emv.org.hk

### Eco Farm 環保農莊

**Address:** CS234, Leung Hong Lane, Tuen Mun, N.T.  
**地址** 新界屯門良康里地段 CS234

**Tel 電話 :** 9667 8816      **Fax 傳真 :** 3157 1514      **Email 電郵 :** ecofarm@emv.org.hk

### Electric Wheelchair Repair Clinic and Resource Centre 社會企業 - 電動輪椅一站通

**Address:** Unit B, 8/F., 1-7, Kin Hong Street, Che Wah Industrial Building, Kwai Chung, N.T.  
**地址** 新界葵涌健康街 1-7 號致華工業中心 8 樓 B 室

**Tel 電話 :** 2772 3080      **Fax 傳真 :** 2772 3280      **Email 電郵 :** ewc@emv.org.hk

### Social Enterprise – The CLEAN Laundry 社會企業 - 宏遠洗衣服務公司

**Address:** Room 11, 10/F, Block 4, Nam Fung Industrial City, 18 Tin Hau Road, Tuen Mun, N.T.  
**地址** 新界屯門天后路 18 號南豐工業城第 4 座 10 樓 11 室

**Tel 電話 :** 3523 1072      **Fax 傳真 :** 3523 1074      **Email 電郵 :** laundry@emv.org.hk

### Occupational Deafness Compensation Board – Social Rehabilitation Activities 職業性失聰補償管理局 - 「社群復康活動」

**Address:** 225-227, Podium Floor, Block 19, Shek Kip Mei Estate, Kowloon  
**地址** 九龍石硤尾邨 19 座平台 225 – 227 室

**Tel 電話 :** 3618 9009

# ACKNOWLEDGEMENTS

## 鳴謝

We would like to express our gratitude to the following units for their generous donations and support to our services:

本會衷心感謝各位善長、團體對本會的捐助及支持，特此鳴謝：

### ORGANIZATION, CORPORATION AND FUND 團體組織、公司及基金

The Hong Kong Community Chest Capital Project Fund	Fong Yin Cheung & Co.	深水埗東分區委員會
The Hong Kong Jockey Club Charities Trust	Hinking Investment Ltd.	深水埗民政事務處
Occupational Deafness Compensation Board	Medical Conscience	利豐有限公司
Office of Student Affairs, Hong Kong Baptist University	Starlit Way Limited	小文小奶媽

### INDIVIDUALS

### 個人

Dr. Alexander C.K. Lam	Lai Ming Kei	Shek Byn Yiao
Au Chung Nga Alice	Lai Siu Hing	Wong Pit Yue Cleresa
Chan Yu Ting Yvette	Lam Yuet Kuen	Wong Mei Ying Begonia
Chan Hei Tak Sunny	Lam Shi Kit	Wong Si Ping
Chan Lai Fun	Lau Kwai Shan	Yuen Suk Wai
Chan Kwok Fan	Law Wing Cheong	李玟玟
Cheung Tung Kam	Leung Kun Hung	李泳雅
Choy Pun Siu Fun	Leong Lai Fun	李德仁
Choy Chung Wai Louis	Lim Siok Choo	李斯詠
Choy Si Ho	Liu Ying Fong	方偉立
Choy Louis C.W.	Lo Si Kuen	
Choy Dun Sin Fun Veronica	Ma Sau Kuen Gloria	
Chu Kar Fung Lisa	Mak Chung Kwong	
Fu Lai Shan	Manjani Kumar Shankar & Manjani Shankar	
Go Wing Wa	Mo Yun Ming	
Ho Sai Leung	Ng Kwong Hung Robert	
Ho Chi Shun	Ng Charlene	
Iu Chi Ming	Poon Ting Wai	
Ko Sai Kit Larry	Reeinald A. Hamet	
Kwok Tack Seng Darwin	Rutton H. S.	
Kwan Yuk Lam		



# DONATION FORM

## 捐款表格

To advocate and spearhead engineering and medical volunteering services and to integrate other social resources to enhance the independent living and quality of life for people with disabilities and the elderly. Your donation would support and develop our services for people with disabled and elderly.

「工程及醫療義務工作協會」自一九八二年成立以來，一直致力為殘疾人士提供一系列的復康服務，以增強他們的獨立生活能力。為了繼續推展這些服務，本會極需要你的捐助，以支持及發展殘疾人士及長者的各類服務。

### Donation Information 捐款資料

Donation Amount 捐款金額 HKD 港幣 \$ \_\_\_\_\_

Donation Method 捐款方法 ☐ Crossed cheque 劃線支票  
 \* Cheque Payable 'Association for Engineering and Medical Volunteer Services'  
 支票抬頭請寫「工程及醫療義務工作協會」  
 \* Please send this form & your cheque by mail 請把本表格連同支票寄給本會

Cheque Number 支票號碼 \_\_\_\_\_ Issing Bank 簽發銀行 \_\_\_\_\_

☐ Bank Deposit / Transfer 銀行入賬 / 轉賬 (HSBC 121 - 831721 - 838)  
 \* Please send this form & pay in-slip by mail / email / fax  
 請把本表格連同入數紙 郵寄 / 電郵 / 傳真 給本會

**Please send to 請寄往：** "Association for Engineering and Medical Volunteer Services",  
 Unit 207-212, Podium Floor, Block 44, Shek Kip Mei Estate,  
 Shek Kip Mei, Kowloon  
 九龍石硤尾村 44 座平台 207-212 室，「工程及醫療義務工作協會」收

**E-mail 電郵：** info@emv.org.hk / **Fax 傳真：** 2788 1194

### Donor Information 捐款人資料

Name 姓名 (Mr./Ms.) : \_\_\_\_\_

Telephone No 聯絡電話 : \_\_\_\_\_ Email 電郵 : \_\_\_\_\_

Address 地址 : \_\_\_\_\_

\* The Association is Tax-Exempt Charities, the official receipt for tax purposes will be issued.  
 本會為政府認可的慈善機構，所有捐款可獲發免稅收據。

**Note:** Your personal data will be kept strictly confidential. Under the Personal Data (Privacy) Ordinance, we need to obtain your consent as we intend to use your personal information in direct marketing services, activities, products, donation matters, volunteer recruitment, training courses and feedbacks.

**聲明：** 閣下所提供的個人資料會絕對保密。根據《個人資料（私隱）條例》，本會需要取得閣下同意，才會用作與本會服務相關的事宜，包括推廣服務、活動、產品、籌款、義工招募、培訓課程及意見收集等。

☐ I agree 我同意

☐ I disagree 我不同意

Signature of Donor 捐款人簽署 : \_\_\_\_\_ Date 日期 : \_\_\_\_\_



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香港賽馬會慈善信託基金  
The Hong Kong Jockey Club Charities Trust



香港公益金  
THE COMMUNITY CHEST  
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