



# 工程及醫療義務工作協會

Association for Engineering and Medical Volunteer Services



二零二零至二零二一年年報

Annual Report 2020 - 2021



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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

2020-2021 was an unprecedented and difficult year for Hong Kong because of the epidemic COVID-19, which affected the general public of Hong Kong and the service operation of the Association. The services, to a large extent, had to run according to measure introduced by the Government from time to time in responding the changing situations of the society. The staff needed to double their efforts to keep our service users in safe care, and some of the programs had to be deferred or cancelled.

In particular, our Integrated Vocational Rehabilitation Service Centre, the Endeavor, was suspended for months and were resumed in March 2021 when the COVID epidemic was stabilized. In order to reduce social contact, preventive measures such as arranged service users in separate group to Centre for training, provided only half-day training and suspension of lunch in initial stage were launched. During the service interruption, social workers tendered support activities to the service users via Zoom meetings and mini-movie production. Apart from the "Disinfection Care Pack", the "Against COVID-19 special allowance" were delivered to every service users to reduce their financial difficulties.

As a new initiative in our Information Technology Solution for Rehabilitation service, with a 3-years funding support from the HK Jockey Club, we had migrated over 200 existing rehabilitation software from the existing flash into the new open formats of HTML so that the software could be used in a wider range of platforms.

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.

Moreover, the Social Welfare Department had provided additional subvention to our Supported Employment Service. We had employed a social worker to enhance the post-placement support service and introduced work attachment allowances and wage subsidies for job trial to our service users.

新冠肺炎在 2020-2021 年度出現，對香港是空前和艱辛的一年，亦影響著市民大眾的生活和協會的服務運作，協會的服務也因應疫情變化及政府的防疫措施而作出相關調節。期間，協會員工付出額外辛勞以維繫服務使用者獲得安全的照顧和服務，部份活動亦相應延期進行或取消。

協會的綜合職業復康服務中心（展毅中心）便由於新冠肺炎疫情影响而暫停學員訓練數個月，直至 2021 年 3 月疫情穩定才續步恢復。服務恢復初期，為減少社交距離，中心特意安排了連串保護措施，例如：編排學員分批到中心接受訓練、全日訓練改為半天訓練、及暫停午膳供應等。中心除向學員派發防疫包之外，亦向學員發放特別抗疫津貼以減輕他們的經濟困難。

承蒙「香港賽馬會慈善信託基金社區資助計劃」對協會「復康科技資源站」三年的資助，截至 2021 年 3 月，合共超過二百個軟件由過去的 Flash 平台遷移到新的 HTML 平台，令會員在新平台中穩定瀏覽及使用各類軟件。

社會福利署於本年度新增二十五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。

輔助就業服務獲社會福利署新撥資源，增聘社工促進殘疾人士就業措施，如見習後的就業支援；另為參與工作見習的學員提供見習津貼及樂意提供見習機會給學員的僱主提供薪金津貼。

Due to the pandemic, there was decreasing number of volunteer participation and a total of 2,052 man-hours of volunteer service from all service units in the year 2020-2021, which was about 57% of the last financial year.

Having served the Association for over 31 years, Ms. Lisa Luk had been retired from the post of the Executive Director in the end of December 2020. We are thankful to Lisa, under her loyalty and sustained efforts, the Association had developed specialized elderly home care and vocational rehabilitation services.

Working under a challenging year, I would like to give my heartfelt appreciation to all staff members for their dedication in keeping the mission of the Association to serve the disabled and elderly people. My gratitude also goes to all, Executive Committee Members, Subcommittee Members, for giving valuable advice to maintain the smooth service operation. I would like to convey my thanks to the Social Welfare Department, related government departments, the Community Chest, the Jockey Club, patron, advisors, corporate partners, donors, volunteers, and business partners for their unfailing support and contributions of all means.

Leung Kwok Fai  
Chairman, Executive Committee

協會一直摯力鼓勵義工參與協會各項服務，藉以推動義務工作。由於過去一年受到疫情影響，義工的參與也減少至二千零五十二時數，約為上一年度的百分之五十七。

前協會總幹事陸艷玲女士為協會服務超過三十一年，並已於2020年12月底榮休。我們執行委員會全人感謝陸女士的忠誠和堅毅，帶領協會發展長者家居照顧及職業復康等專項服務。

本年度是充滿挑戰的一年，本人感激全體職員的委身貢獻，保持協會服務殘疾人士和長者的使命。亦感謝執行委員會、管理委員會各義工的努力，就各項服務推行給予指導。最後，本人由衷感謝社會福利署、各相關政府部門、香港公益金、香港賽馬會慈善信託基金、贊助人、名譽顧問、捐款者、義工、及業務伙伴的持續支持，令協會再次在過去一年迎難而上。

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 2021 shows a surplus of \$3,530,249. The total income for 2021 was \$33,005,995. The distribution of the funding sources is as follows:

協會於2021年3月錄得盈餘為港幣三百五十三萬二千四十九元正。是年的總收入為港幣三千三百萬五千九百九十五元正，收入的分佈百份比如下：

Designated donations : 指定捐款	3.42 %
Service income : 服務收入	16.39 %
Subvention : 資助款項	
<ul style="list-style-type: none"> <li>• The Hong Kong Jockey Club Charities Trust 香港賽馬會慈善信託基金</li> <li>• The Community Chest 香港公益金</li> <li>• Social Welfare Department 社會福利署</li> </ul>	6.68 %  5.87 %  66.57 %

The Association adopted the Lump Sum Grant Manual issued by the Social Welfare Department since 2000. As at 31 March 2021, the balance of Lump Sum Grant Reserve and Provident Fund Reserve was HK\$11,111,451 and HK\$1,860,298 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2021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一千一百一十一萬一千四百五十一元正及港幣一百八十六萬零二百九十八元正，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.

To better utilize the provident fund reserve for non-snap-shot staff, the ExCo had previously revised the employer's contribution level and will consider to provide one-off injection to the mandatory provident fund of staff whenever appropriate.

Our Executive Committee will monitor 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.

HONG Wai-chi, Christina  
Treasurer, Executive Committee

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。

為善用整筆撥款的非定影員工的公積金儲備，本會執行委員會曾將員工的公積金僱主的供款比率提高，並會適時考慮向員工的公積金戶口注入一次性的供款。

協會的執行委員會會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。

執行委員會司庫  
康慧慈

**PATRON****贊助人**

Dr. CHIANG Chun

蔣震博士

**HONORARY ADVISORS****名譽顧問**

Professor Nelson CHOW

周永新教授

Dr. York CHOW

周一嶽醫生

Professor P. C. W. FUNG

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張李律師事務所

**EXECUTIVE COMMITTEE (2020-2022)****執行委員會 (2020-2022)****Chairperson****主席**

Mr. LEUNG Kwok Fai

梁國輝先生

**Vice Chairman****副主席**

Mr. CHEUNG Kin Man, Wilson

張健民先生

**Treasurer****司庫**

Ms. HONG Wai Chi, Christina

康慧慈女士

**Secretary****秘書**

Mr. LAW Chit Wai, Jeffrey

羅哲偉先生

**Committee Members****委員**

Ms. CHEUNG Kam Ling, Margaret 張金菱女士

Mr. CHAN Yuk Keung, Simon 陳玉強先生

Ms. KWAN Tak Ying, Estella 關德英女士

Mr. FONG Wai Lap 方偉立先生

Dr. CHAN Hok Sum 陳學深醫生

Mr. KWAN Fu Kei, Larry 關富基先生



# 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, electronic speech aids, 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 2020-2021, 12 new products were designed and fabricated. They included daily living aids such as height adjustable bowl holder; safety enhancing devices such as plastic board for COVID-19 prevention and integrated circuit door lock trainer. Some new developed aids including, 3D printed cognitive training game, 3D printed Reality Orientation board, 3D printed chopstick adaptor, new chopstick training package version 2, and new LED call bell version 2. For computer related product, the new devices including the new optical switch, new micro-mouse interface, 3D printed hand support for mouse and big buddy button. During this period, 20 pieces of rehabilitation software were designed and collected, which were largely related to cognitive training and rehabilitation.

本服務的目標是通過輔助儀器和電腦輔助儀器設備的設計、製造、修改、安裝和維修來提高殘疾人士及長者的獨立生活能力。此外，服務還提供電子復康產品、手動輪椅和電動輪椅等康復設備的維修服務。為了向服務使用者提供全方位的一站式服務，還針對特定用戶提供臨床建議和諮詢，以及儀器的技術輔助設計和適用性。

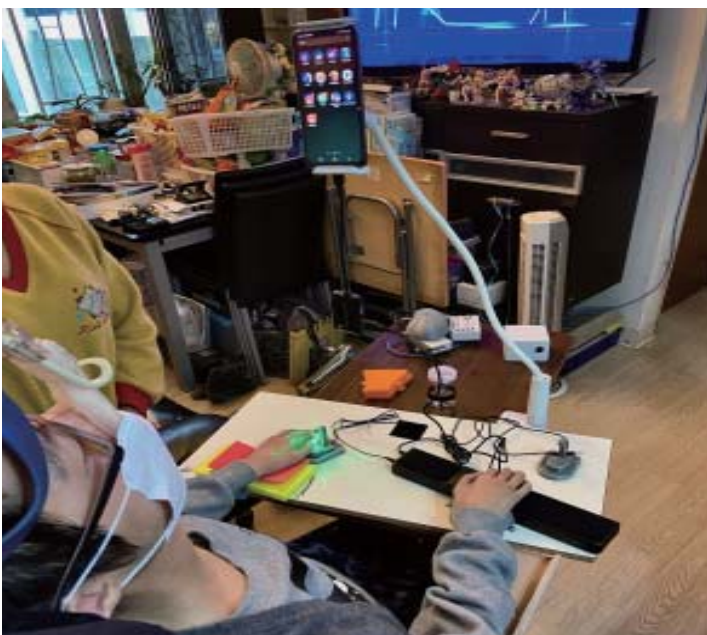
在報告期內，共設計及製造了十二件新產品。它們包括日常生活輔助工具，例如高度可調的碗架；提高安全性的設備，例如用於預防新冠疫情的膠隔離板及智能門鎖訓練器。一些新開發的輔助工具，包括三維打印認知訓練遊戲、三維打印現實導向板、三維打印筷子輔助器、新一代筷子訓練套件和新一代LED發光門鈴。關於電腦相關產品，新設備包括光暗開關感應器、微型鼠標界面輔助器、三維打印鼠標手托、和大體積按鈕。在此期間，服務設計並收集了二十款康復軟件，該些軟件主要與認知訓練和康復有關。



The Product Development Group continued to discuss and develop new product ideas. Some product ideas were materialized with the actual devices being fabricated. The design and fabrication of these product ideas including Interactive Dice and the spoon and fork training package. Some products had already completed while the development of others were still in progress.

Information on the new and enhanced devices was disseminated to potential users and agencies through our web site, news bulletin and product catalogue. Due to the COVID-19 epidemic, it was not possible to organize any large demonstration session or seminar, however, a number of live demonstration had been provided through the service of outreaching talk provided by Occupational Therapy / Physiotherapy service. Surprisingly, the number of clients attended the demonstration sessions was 30 times compared with the last year. Moreover, the YouTube channel had been setup and there were at least eight different video showing the application of aids. It was hope that the new way of service demonstration could compensate the effect of COVID-19 related to the social gathering policy.

To upgrade the quality of service rendered, comprehensive after sale service was provided. User manuals on our products were compiled and distributed to the users. The manual composed of individual product's specifications, installation / application guidelines and safety measures which could facilitate easy and effective utilization by the users. The WeChat account & web based broadcasting media had been established which aimed at achieving the more up to date promotion platforms.



產品開發組繼續討論和開發新的產品創意。一些被開發成新產品的產品創意是通過實際製造過的設備再加以改良而成的。這些產品包括互動骰子和刀叉訓練遊戲套。一些新產品已經完成製作，而另一些產品仍在進行研發中。

通過本會的網站、機構刊物公告和產品目錄，服務得以向潛在服務使用者和機構傳播有關新器材和更新器材的資料。由於新冠疫情所影響，服務無法舉辦任何大型演示會議或研討會；然而，通過職業治療 / 物理治療服務提供的外展講座服務，已經提供了多場器材演示。藉著調整的服務提供方式，今年參予演示的人數更達到去年三十倍之多，實在喜出望外。此外，服務的 YouTube 頻道已經建立，現時至少有八個不同的視頻展示了部份器材的應用。希望新的服務示範方式可以抵銷新冠疫情下社交聚集等政策帶來的影響。

為提升服務質量，完善的售後服務之為重要。各項產品附有說明書並分發給服務使用者。說明書內容包括個別產品的規格、安裝、應用指南和安全措施，方便服務使用者輕鬆有效地使用產品。另外，服務已建立微信公眾號和網絡廣播媒體，以便更及時向公眾人士推廣各項產品。

The service continued to solicit feedback from users through user's satisfaction survey. In addition to voluntary feedback received from users, survey was also conducted through phone interview. 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 assertive devices. Through individual contact with the service users, invaluable comments were gathered and ideas for further improvement of the products were also solicited.

服務繼續透過服務使用者意見調查收集他們的回饋意見。除了使用者的自願回饋外，還通過電話訪問收集意見。在報告期間，共有百分之八十的服務使用者認為服務可以提高他們的獨立生活能力和生活質素。此外，百分之八十的服務使用者同意輔助儀器能增強訓練的效能。透過與服務使用者的個別接觸和溝通，更能收集他們寶貴的意見，進而優化產品的質素。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
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	21,055
Repair technical and computer aids 維修輔助儀器	7,510
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	25,005
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	2,050
Organize demonstration sessions 安排示範及展覽	480



## Electric Wheelchair Repair Clinic and Resource Centre 電動輪椅一站通



Without funding subsidy, the Centre had achieved a financially breakeven situation for more than five years. The COVID-19 epidemic continued affecting the service to a certain extent, however, both the staff as well as the society started adapting to it. The number of service users continued increasing and the overall revenues of the Centre had all recorded even. The number of new members had continued increasing steadily, and the current total membership had exceeded 2,100. Due to the quality and comprehensiveness of services, referrals from hospitals or other NGOs continued growing steadily. The support from the volunteers was continued.

The Centre went on providing the majority of service by means of centre-based method. Other services such as on-site repair, rental and borrowing services were maintained. Due to the COVID-19 epidemic, the total number of referral related to the Electric Wheelchair Driving School reduced as compared with the last year. However, the number of referral related to the new power wheelchair selection and purchase remained even. The volunteer training and service matching program "Care Giving for the New Power Wheelchair User" had been suspended due to the COVID-19. In order to maintain the connection between the volunteers and the agency, a review gathering session had been provided for them. In the session, many volunteers showed their concern about when the service would be started again. It was hoped that the condition of COVID-19 would become stable in the middle of 2021 and the volunteer service could be resumed.

在沒有資助之情況下，慶幸本中心維持自負盈虧的營運狀態已超過五年。過去一年，中心的服務在一定程度上受著新冠疫情影响。然而，無論是員工還是社會都開始適應著疫情所帶來的轉變。中心用戶數量亦正不斷增加，整體收入及支出達到平衡狀態。新會員人數持續穩步增加，目前會員總數已超過二千一百人。由於服務的質量和全面性，來自醫院或其他非政府組織的轉介繼續穩步增長。義工的幫助和對服務的支持仍在繼續。

一站通仍然以「中心維修為本」的方法提供大部分服務。其他服務，例如到戶維修、租賃和借用服務均維持不變。受到新冠疫情影响，與去年相比，與電動輪椅駕駛學校相關的轉介總數有所減少。然而，與新電動輪椅選購相關的轉介人數保持不變。由於新冠疫情，義工培訓和服務編配計劃「關愛新手電動輪椅使用者」服務已暫停。為了保持義工與機構之間的聯繫，中心為他們提供了一個再培訓及新知識分享的活動。活動中，有不少義工表達了對何時重新開始服務的關心，他們都希望在新冠疫情穩定後可以重新開始相關義工服務。

In 2020-2021, the Centre had accumulated more than 2,100 members, it provided 261 centre-based repair services and 84 on-site repair and maintenance services. Over 80% of service users responded satisfactory through the questionnaires and telephone interviews. The user satisfaction survey would be conducted continuously to collect user's opinion for further service 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 recognise the services.

報告期內，中心擁有會員二千一百多名。2020-2021年度，服務提供了二百六十一次中心為本維修服務及八十四次到戶維修保養服務。通過問卷調查和電話訪談，中心進行了服務使用者的滿意度調查，結果總體有超過百分之八十滿意度。中心將繼續透過用戶滿意度調查收集用戶的意見，以便持續改進及優化服務。

為促進服務發展，中心將派發服務介紹單張給本地康復機構、特殊學校、殘疾人士自助團體、醫院、社會保障辦事處和綜合家庭服務中心。我們還會組織研討會和培訓活動，讓大眾市民認識中心的服務。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
Service provided 所提供服務	No. of clients served 接受服務人數
Membership 會員人數	2,127
Provision of home-based repair, maintenance and check up 為會員提供到戶檢查及保養服務	84
Provision of in-house repair 為會員提供維修服務	261
Provision of wheelchair on-loan service 為會員提供電動輪椅租借服務	368
Provision of training sessions 提供電動輪椅使用的訓練	246
Provision of Wheelchair Aid on-loan service 為會員提供電動輪椅器材外借服務	50



## Resopedia 復康軟件百科

Resopedia, the short form for Rehabilitation Software Cyclopedia, 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，服務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，令服務更具彈性及方便使用。

由於復康軟件種類繁多，網站提供兩類主要的搜尋功能，包括按服務使用者及按軟件特性分類。按服務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、電腦遊戲及導師工具。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，讓服務使用者能更方便及有效地獲取資訊。



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

In 2020-2021, over half of the collection of around forty programs was related to auxiliary communication and auxiliary control which enabled those with hearing, vision, speech disability and poor hand function to keep in touch with outside world through information technology. Besides, there was growing number of Apps related to early education and a series of related programs were collected. It facilitated pre-school children with various disabilities to learn language and daily living skills through the funny and interesting games.

Up till March 2021, over 1,080 pieces of software were classified and uploaded on the library. A total of 1,600 login counted with over 9,000 service users benefited from the service during the 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，共搜集了超過四十個以輔助溝通為主的軟件，讓聽覺、視覺、語言及手部功能有障礙人士能透過資訊科技保持與外界聯繫。此外，亦搜集了一系列有趣的電腦遊戲，協助不同殘疾的學前兒童學習語言及日常生活技能。

截至二零二一年三月，資源庫已上載超過一仟零八十個軟件，並作系統分類；登入瀏覽人次超過一千六百，共有九千人受惠於這項服務。由於大部份從網上搜羅的軟件都以英文為主，為方便本地服務使用者，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，讓服務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，服務結合兩項產品製作服務，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.

The impact of COVID-19 pandemic was slight as the members could use all the training materials on the Station through computer platform at their own place without geographical restriction. Though all the classes in special schools were suspended, the students of the special schools could keep up to use the educational and training materials through home-based training by their parents and carers which enabled the Station maintained a stable user login rate.

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，方便服務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服務使用者。

在面對新冠疫情，由於不受到任何環境及地域的限制，會員可透過電腦平台應用網站的資訊及訓練軟件，網站服務情況並沒有受到很大影響。雖然特殊學校都停課，但學生仍可透過家長及照顧者的協助，在家中以電腦平台應用網站的教育及訓練資訊，讓網站保持著穩定的登錄人次。



<http://crehab.hk>





為了讓各會員能在新冠疫情期間保持學習，本會搜羅及上載了超過一百段 YouTube 防疫影片，並作清晰分類，內容包括預防新冠肺炎貼士、正確佩戴口罩技巧、家居運動及活動、社區檢測及防疫注射、個人衛生及洗手正確技巧、精神健康等，這些實用及多元化的資訊受到會員歡迎，期望透過多元化的防疫資訊，與會員共同抗疫。

在報告期內，資源站新製作了兩個香港人很熟悉及有很長歷史的棋盤遊戲，包括「飛行棋」及「波子棋」，前者可讓一至四位、而後者可讓一至六位用家同時參予遊戲，棋盤遊戲鼓勵用家與其他參加者保持互動，並能訓練思考及增強集中力及視覺能力。這兩個棋盤遊戲簡單而有趣，同時適合長者及智障人士作餘暇及日常訓練之用。

Besides, to keep up the service users' learning and made best use of the time during the pandemic period, over 100 anti-epidemic YouTube movies related to the coronavirus and home exercises/games were collected and classified in our Station on ad hoc basis. It included tips for prevention of coronavirus, mask wearing techniques, home stay & home exercises, community testing & vaccination, personal hygiene & hand sanitization, home and environmental hygiene, mental health, family games etc., which provided fruitful and practical information for our service users to fight with the disease. The collections were welcomed by the members which capturing their attention when staying at home to combat the global pandemic of coronavirus.

The new programs on board game including aeroplane chess (飛行棋) and Chinese checkers (波子棋) were designed. These two board games had long history and familiar to most of the Hongkongers. The games provided choices for one to four and one to six players respectively, encouraged their participation and interaction with other gamers. The board game was a mind sport that could improve the focus and concentration and enhanced visual ability. These games were simple with fun which suitable for both elderly and mentally handicapped service users.



By the end of 2020, the Google Chrome discontinued to support Adobe Flash. 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 face of such change, the team had drawn up contingency plan and study the best solution for migrating the existing programs to the new HTML version so as to enable the users to continue using the programs seamlessly. The most welcomed programs were prioritized for adaptation and the same type of programs were integrated during the migration. With the team's concerted effort, over 200 programs were enhanced and migrated to the new HTML version with clear classification by end of March 2021. The usage and login rate were maintained and members could keep up using the materials in the Station.

During the reporting year, the membership size had grown steadily. As at March 2021, the Station had a total of 2,150 members. Over 43,000 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 197 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 over 90% 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研究了各種將現有軟件遷移到新的 HTML 版本的方法，使用戶能夠繼續無縫地使用這些訓練軟件。團隊將最受歡迎的軟件作優先修改及重新分類，在團隊努力下，截至 2021 年 3 月，合共超過二百個軟件遷移到新平台，令服務人數及瀏覽人次能夠保持穩定，各會員亦能在新平台中繼續使用各類軟件。

在這年間，資源站的會員人數有穩定增長。截至 2021 年 3 月，會員人數已增至二千一百五十人，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，共有超過四萬三千多位殘疾人士及長者受惠於此服務。

在這段期間，資源站進行了服務檢討，共收回一百九十七份問卷，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，百份之九十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. During the reporting period, five new hardware namely, optical switch with finger guard, hand support for optical switch, hitch switch interface, big buddy button and micro mouse interface; and one hardware cum software namely chopstick skill 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 rechargeable build-in lithium battery had been fully explored and applied in the design and fabrication of new devices. It provided stable power supply by the increased energy density and charging speed.

Throughout the year, three hardware were enhanced with the application of 3D printing technology which included chopstick adaptor, bowl holder (3D new version) and head pointer. The motion and acceleration detection sensor was successfully installed in the small sized chopstick adaptor with the use of the 3D printing technology. The exploration of 3D printing technology was continued and new printers and multifarious printing materials were sourced. With the use of 3D printing technology, the product could be customized and tailor-made to meet individual needs as well as to reduce the manpower, material costs and reduce the production time. Moreover, the scope of the product could be widened to benefit elderly, people with various disabilities and pediatric service users.

工作室旨在設計及製作輔助器材及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，共設計及製作了五件硬件和一件軟硬件，包括光學開關連護手指套、光學開關連護手托、開關連接界面、大按鈕、微型滑鼠界面、及筷子訓練套件。這些器材能協助使用者連繫電腦及資訊科技器材，也可用作日常生活技能訓練。此外，充電式內置鋰電池的新技術已完成，該技術可通過增加能量輸送和充電速度來提供穩定的電源。

在這年度，透過應用三維技術，為三件硬件進行提升及改裝，以增強效能，包括筷子訓練訓練套件、碗架、及頭部控制指針，而動力及速度感應器透過三維技術亦能安裝在細小的筷子輔助器內。本會持續應用三維打印技術，探究不同的三維印刷機及物料，為服務使用者提供度身訂做的產品，滿足個別使用者的需要，減少人力、材料成本、並縮短生產時間，產品設計的範圍亦可擴大，讓長者，殘疾人士和兒童受惠。



Service evaluation was conducted and a total of 40 completed 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 90%. 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 10 YouTube videos for the introduction of rehabilitation and training aids, product demonstration, rehabilitation exercises and special pediatric training were uploaded in YouTube channel.

在這段期間，工作室共收回四十份服務評估問卷，超過八成的服務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；有超過八成的服務使用者表示產品能滿足他們的需要及協助他們獨立生活；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九成。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，是年的宣傳活動改以製作 Youtube 短片，在報告期內，工作室共製作了超過十段短片，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。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
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	2,150
Design & fabricate training programs 設計及製作訓練教材	43,000
Demonstration and promotion to potential users 向使用者示範網站的使用	216
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	10,100
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 provided 'e-Brain' 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.

However, due to the impact of Covid-19, the services were suspended in April, July and August. To reduce the room intensity and the risk of infection, the number of participants of a group was reduced from 4-5 to 2-3. 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 arrangement and were 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 64 elderly attended the training in the year.

Besides, some interest group and activities were also terminated or suspended due to COVID-19 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 last year, the Centre only organized 5 interest classes for 38 service users.



賽馬會數碼共融中心現時提供的服務主要是「數碼長腦」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為區內接受綜合家居照顧服務的長者，為他們提供持續性的個人及小組訓練。

過去一年受著 2019 新冠肺炎疫病的影響，服務在 4 月、7 月及 8 月曾經暫停。為減低房間的密集程度及感染風險，故將每組參與人數由原先的四至五位參加者減至二至三位參加者。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。這年共有六十四人次參與復康運動。

至於中心服務方面，由於受到 2019 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。在過去一年，中心只舉辦了五個興趣班，合共有三十八位服務使用者參與。

It is foreseeable that the impact of the coronavirus would continue for some time and centre-based service might be affected. The program and training suspension adversely affected a lot to those elderly users who mainly received our cognitive training and rehabilitation exercise. To maintain the steady service provision to the elderly, the Centre had already been granted a Capital Project Fund from the Community Chest to procure some online materials such as tablets and Wi-Fi-egg. The purpose was to provide the IT equipment to carers and elderly for them to receive training continuously at home, with the aids of our C-Rehab training programme. At the same time, the elderly could keep in touch with our occupational therapist through the online platform; on the other side, the occupational therapist could realize the training progress of the elderly and render proper advice to them. The enhanced service would be commenced in the coming year.

由於預計疫情仍會持續一段時間，以中心為本的服務受到不同程度的影響，而一些主要接受認知訓練及復康運動的長者，也會因應服務的暫停或延期而導致其活動或認知能力有下降的情況。為了讓服務能持續及穩定地提供，中心獲得公益金撥款購買平板電腦及便攜式無線路由器等物資，目的是借用給有需要的照顧者及長者，讓照顧者可利用這些資訊科技設備及配合使用本會的電腦復康訓練軟件，為長者在家中維持持續性的訓練，同時也可透過線上平台方式與職業治療師聯繫，讓職業治療師了解長者的訓練進度，從而給予建議。此項服務將會在來年度展開。



## 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 continued affecting the society, the total number of service referral received 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 become stable. Other than the epidemic impact, the limited manpower recourse was another reason of having a long waiting time for the service provision. In

提高殘疾人士和長者功能，讓他們能夠融入社區並生活質素得到改善，這是社康職業治療服務的目標。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。

儘管新冠疫情繼續影響社會，但本年度接到的服務轉介總數與去年相若。外展服務的數量於疫情逐漸穩定下已回復到一貫水平。除了疫情之影響之外，人手不足導致新轉介輪候時間較長。

order to ensure all the urgent cases would receive service within a reasonable waiting time, occupational therapist would contact all referring worker once the referral received and prioritized all those who were in special needs to provide priority service for them. In order to protect both the client as well as our staff, all the infection control measures would be taken.

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

The opinion of the service user was essential to further improve the service. Users' feedback and satisfaction had been assessed to evaluate the effectiveness of the services. Over the last 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.

為確保所有緊急個案都能在合理的等候時間內獲得服務，職業治療師在收到個案轉介後聯繫轉介人，確定申請服務的原因及迫切性而為有特殊需要的人士提供優先服務。為了保護服務使用者和員工，服務提供時已採取所有感染控制措施。

過去一年，收到的轉介以家居安全評估為主，而資訊及通訊科技支援服務、和電動輪椅的配置及訓練有關的轉介數目與去年相若。此外，受著新冠疫情影響，與電動輪椅駕駛培訓課程相關的轉介數量有所減少。

服務使用者的意見對於改善服務至關重要，因此我們一直有收集服務使用者的回饋和滿意度以評估服務的有效性。在上年度，超過百分之八十的服務使用者通過環境和 / 或輔助設備配置改善了他們日常生活能力。超過百分之八十的服務使用者同意透過家居運動能改善其身體機能。超過百分之八十的服務使用者同意服務促助他們繼續在社區中生活。超過百分之七十五的服務使用者認同服務可以提升他們的自信心和生活滿意度。百分之七十五的照顧者同意培訓提高了他們的照顧技能。調查結果有助提昇服務質素並為未來的服務發展制定指導方針。



Statistics 統計數字	2020-2021
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	350
Recommend and provide appropriate assistive devices 推薦及提供合適的輔助儀器	220
Recommend home and/or work environment modification 提供家居及工作地點改裝的建議	230
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	110



## 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.

服務旨在透過舉辦教育講座、工作坊和培訓，為長者、照顧者和義工提供與照顧相關的知識和技能，從而提高他們的能力和 / 或護理技巧。





Due to the COVID-19 epidemic, some talks or seminars were cancelled. However, the overall number of educational talks delivered had not been affected much. In view of the release of the control of social gathering and social distance, the performance of coming year would be much improved. To tackle the hindrance to provide educational talk in physical, the service was enhanced and now fully available for both face to face delivery, and online based or video sharing. The response to the online delivery was good and part of the service user keen on asking for both face to face and online seminar at the same time.

During the reporting period, Osteoarthritis care, physical exercise, care and maintenance of low back still were the most popular topics. In addition, two new topics related to manual handling for spastic upper limbs due to stroke as well as the care and prevention of pressure sore were developed. Two topics related to caregiver occupational safety and health issue as well as the fall prevention 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 ensured. These new topics were promoted to other related agencies and was much welcome by them.

Feedback from users was solicited through satisfaction survey. 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.

由於新冠疫情反覆，一些已預約的講座或研討被迫取消，但整體全年提供講座的數量並未受到太大影響。鑑於社交聚會和社交距離管制的放寬，來年的服務數字將會有所提升。為應對新冠疫情造成群組聚集的影響，服務現時除了提供實體方式在現場講授之外，亦增設在線訓練模式或視頻共享方式提供服務，全面滿足服務使用者和機構的不同需要。

報告期內，關節炎護理與相關運動鍛煉、和腰背護理仍是最熱門的講題。此外，服務新添了中風引起的上肢痙攣的處理方法，以及壓瘡的護理和預防兩個新講座題目。服務在照顧者職業安全與健康問題，以及長者預防跌倒兩項講座題目亦更新了相關資料。透過這些培訓能提昇照顧者、義工和家屬在照顧方面的知識和技能，並改善他們的總體健康狀況。服務將這些新講座題目推廣到其他相關機構，並受到他們的歡迎，年初已幾乎約滿了全年的講座約期了。

服務通過問卷調查收集服務使用者的意見，總體回應是積極正面的，他們對服務表現均感滿意。其中有百分之八十的照顧者認同服務能提昇他們的照顧知識和技能，百分之七十的服務使用者同意培訓能促進他們的自我照顧能力。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
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	300
Organization of activity group 舉辦活動小組	100



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



Integrated Home Care Services provide home care and support services for the elderly, people with disabilities, and families who are incapable of looking after themselves and maintaining their household's normal functioning. The goal of Integrated Home Care Services is to enable them to continue living in the community as long as possible, and thus to accomplish the ultimate objective of "Ageing in Place". The services provided include personal care, nursing care, bathing, meal delivery, escort, purchase of daily necessities, household cleaning, rehabilitation exercises, etc. In 2020-2021, Integrated Home Care Services provided services to 141 users, and over 92% of service users were the elderly. Among the elderly service users, there were 45 frail cases with moderate and / or severe impairment, referred from the Social Welfare Department. The others were ordinary cases that were assessed with mild impairment.

As the population aged and the demand for community care services increased, the Social Welfare Department referred 25 new frail elderly cases to the Integrated Home Care team for relevant services in the reporting period. Service focus was the provision of professional services including rehabilitation exercises, cognitive training, special nursing care, and caregiver support services. All referred cases received multi-disciplinary assessment conducted

「綜合家居照顧服務」持續為社區內的長者、殘疾人士及未能自我照顧和維持日常生活的家庭提供家居照顧及支援服務，旨在協助他們繼續留在熟悉的社區生活，實現“居家安老”的目標。服務內容包括個人照顧、護理、沖涼、送飯、陪診、購物送遞，家居清潔及復康運動等服務。在 2020 至 2021 年間，共服務了一百四十一位服務使用者，超過百分之九十二是長者，當中有四十五個是社會福利署轉介的身體屬中度或 / 及嚴重缺損的體弱個案，其他則是身體缺損程度較輕度的普通個案。

隨著人口老化及對社區照顧服務需求的增加，社會福利署在 2020 至 2021 年新增二十五個體弱個案名額轉介給服務隊提供服務。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、特別護理服務及照顧者支援服務。所有轉介個案均由職業治療師、物理治療師、社工及護士評估長者的需要，根據評估結果與服務使用者

by occupational therapist, physiotherapist, social worker, and nurse. According to the assessment result and the discussion with the user and his/her family, an individual care plan was drawn up and reviewed regularly to meet the continuous changing needs of the elderly.

Not only frail cases but also ordinary cases with rehabilitation needs were benefited from our professional services. Occupational therapist also served ordinary cases with rehabilitation needs. Restorative and maintenance rehabilitation exercises, cognitive training, environmental risk assessment and home modifications were provided to help the elderly achieve an optimal level of physical and cognitive function, minimize the deterioration, maintain the independent living ability, enable frail cases to continue living in a familiar community, and slow down or prevent ordinary cases from becoming frail cases. Last year, the provision of home-based and centre-based rehabilitation exercises was paused for several months due to the COVID-19 pandemic. Nevertheless, occupational therapist provided 75 in-home assessments and training sessions and 25 centre-based rehabilitation exercises. The total number of service users served was 118. Furthermore, starting from March 2021, physiotherapy services were provided to the elderly suffering from pain, hoping to relieve their discomfort caused by pain.

及其家人商討，共同訂立個人照顧計劃，並定期檢討照顧計劃以配合長者持續的轉變及需要。

專業服務的提供除了體弱個案受惠，有復康需要的普通個案亦會獲得職業治療師的服務，希望透過恢復及維持性的復康運動、認知能力訓練、家居環境安全評估及改善建議，能協助長者達至及保持最佳的身體及認知功能，減慢退化速度，維持獨立生活能力，幫助體弱個案能在熟悉的社區生活，亦讓普通個案長者能減慢或防止他/她們由輕度缺損轉為中度或嚴重缺損的體弱個案。過去一年，雖然受新冠肺炎疫情影響，有數月停止提供到戶及中心為本的復康訓練，職業治療師仍提供了七十五次到戶評估及訓練活動及二十五節「中心為本」的復康訓練活動，共服務了一百一十八人次。此外，由2021年3月起，也為個別受痛症困擾的長者提供物理治療服務，希望透過治療，舒緩痛症帶來的不適。



In view of the COVID-19 pandemic, only necessary services, such as meal delivery, escort, purchase of daily necessities, and personal care, were maintained from April 2020 to February 2021. Also, all social and recreational activities were suspended during that period. Even so, we kept collaborating actively with charities, business groups, and volunteer organizations to arrange several concern home visit activities. Anti-epidemic items were distributed, and education on pandemic prevention was provided

to service users. The key message was to let them feel the care from the society, and enhance their confidence in fighting the virus. During the reporting period, 8 group activities were held, and 561 service users participated. Moreover, 24 singleton service users with weak community support networks were referred to participate in the "Care For the Elderly Living Alone Scheme" while 13 volunteers rendered a total of 318 home visit and telephone support. Each volunteer served 24 times on average.

The COVID-19 pandemic had undoubtedly imposed restrictions on organizing physical activities. To provide service users opportunities for participating various activities, digital technology was adopted to help the elderly to receive useful information and participate activities. A health webinar 「杏林茶座」 was first held in the form of ZOOM. During the webinar, the orthopedist explained how to take care of joints and taught the elderly to acquire the knowledge and techniques to maintain their health. Eight older people participated in the talk by using the iPad provided by us. Most participants felt satisfied with that novel way of learning.



因應新冠肺炎疫情的爆發，在2020年4月至2021年2月期間，服務隊只維持送飯、陪診、購物送遞及個人護理等必要服務項目，亦停止了舉辦社交康樂性活動，但我們積極與慈善、商業及義工團體協作，推行了多次探訪活動，為服務使用者送上防疫物資及提供衛生防疫資訊教育，更重要的是讓他/她們感受社會的關懷，增加抗疫信心。在報告期間，共舉辦了八次團體協作活動，有五百六十一人次受惠。此外，亦轉介了二十四位社區支援網絡薄弱的獨居服務使用者參與「關懷獨居老人電話關顧服務計劃」，由十三位義工以到戶探訪及電話關顧形式共提供了三百一十八次服務，每位義工平均服務了二十四次。

新冠肺炎疫情無疑障礙了服務隊舉辦活動，為了讓服務使用者仍然獲得參與活動的機會，我們嘗試幫助長者使用數碼科技接收資訊及參與活動。首次以ZOOM形式舉辦的「杏林茶座」醫療講座，由骨科醫生主講關節護理，希望長者在家中仍能學習維護健康的知識及技巧，是次活動共有八位長者應用服務隊提供的ipad參與活動，他/她們對此新的學習形式感到新意。

Staff training had always been an essential part that the service team attached considerable importance to. During the reporting period, five training activities were organized for all staff, including implementing anti-virus measures, adopting correct posture at work, cognitive rehabilitation and resistance band rehabilitation training. Moreover, a total number of 4 staff members were subsidized to complete physiotherapy and occupational therapy assistant courses, which aimed at increasing 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, including the degree of satisfaction with the service. Last year, 53 user telephone interviews were conducted and the result showed that over 98% of the service users expressed satisfaction with the overall service performance.

員工培訓一向是服務隊非常重視的部份，在報告期間，共舉行了五次給所有員工的培訓活動，主題包括衛生防疫服務措施的執行、職安健之正確工作姿勢及技巧、認知訓練、橡筋帶復康訓練的講座及工作坊。亦資助了四位員工進修物理及職業治療助理課程，藉此提昇員工的照顧及護理之工作知識和技巧。

為提升服務質素，服務隊定期收集服務使用者的意見，包括對服務的滿意程度。在過去一年，成功透過電話訪問了五十三位服務使用者，當中超過百分之九十八的服務使用者對整體的服務質素表示滿意。



## 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, a three-year pilot project funded by the Community Care Fund and administered by the Social Welfare Department, commenced operation since December 2017. 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 2021, services were rendered to 11 elderly users. Meal delivery, escort and household cleaning were provided to them. However, due to the impact of COVID-19 epidemic, the Scheme could only provide basic and limited services of meal delivery,

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月開始運作，為期三年。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」，此外申請者的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2021年3月為止，計劃共為十一長者提供膳食、護送及家居清潔等服務。然而在過去一年因受著2019新冠肺炎疫情的影響，當

escort and emergency support service from April 2020 to March 2021. Household cleaning service was temporarily suspended in this period.

Since there was shortage of epidemic prevention material in the early stages, the staff of the Scheme had visited the elderly several times with small gift such as masks, disinfection hand sanitation and cleaning supplies, so that the elderly could maintain personal hygiene and reduce the risk of infection. Besides, in the Mid-Autumn Festival, Christmas and the Lunar New Year, the Scheme had also sent gifts to the elderly for celebrating the festivals at home.

At the same time, in order to reduce the risk of infection, the Scheme also arranged nurse to provide training to front-line staff to strengthen their awareness of the epidemic and enhance their skill in use of protective equipment.

To solicit feedback from the service users for further improvement of the service, customer surveys were conducted twice a year. At the end of 2020, we had collected 17 customer feedbacks with positive result. All service users were satisfied with the services provided.

We had been acknowledged by the Social Welfare Department in September 2020 that the Community Care Fund extended the 'Pilot Scheme on Home Care and Support for Elderly Persons with Mild Impairment' for another 25 months starting from December 2020 to December 2022. In response to the needs of the services for the elderly person in the community, the Scheme would continue to strive for further improvement of the services rendered.

中有數月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。

由於在疫情初期，一些防疫物資短缺，計劃的工作人員先後數次探訪長者及送上一些防疫物資，如口罩、消毒搓手液及清潔用品等，好讓長者能在此段期間，維持個人的衛生及清潔，減低受感染的風險。另一方面，在中秋、聖誕及團年等節日，計劃仍為長者送贈禮物，好讓長者在家中也感受到節日的氣氛。

同時，計劃在此期間也安排護士為前線員工提供培訓，提升員工的防疫意識及使用保護裝備的技巧，減低受感染的風險。

為提升服務的質素，計劃每半年邀請服務使用者進行問卷調查，而在 2020 年合共收回了十七份問卷，結果顯示所有的服務使用者均對服務表示滿意。

在 2020 年 9 月接到社會福利署的通知，關愛基金將於 2020 年 12 月延續推行此計劃二十五個月至 2022 年 12 月。因應社區長者對服務的需求，本計劃仍會持續努力為更多有需要的長者提供優質的服務。





## 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 'Ageing 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 round of service collaboration with the Nursing School of Hong Kong Polytechnic University was deferred under the impact of COVID-19 epidemic. Since the epidemic was unstable, alternate service delivery mode was explored. Instead of visiting the elderly, the volunteers were arranged to provide emotional and social support via telephone contact. Sixteen volunteers were recruited via Agency for Volunteer Service and Social Career to deliver service to thirty-two frail elderly people referred by our Integrated Home Care Service Team. A small group pre-visit training on service introduction, tips on phone caring support and communication skills were arranged to participated volunteers. Volunteer sharing sessions were

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，本會早於一九九零年已開展「關懷獨居老人服務計劃」，以配合社會的需要。

服務旨在為獨居或家庭支援薄弱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的社工、護士及職業治療師作跟進。透過這服務，能盡早察覺長者潛在的健康及家居危機，讓他們能繼續留在社區內安全及獨立地生活。

受著新冠疫情影響，是年暫緩與香港理工大學護理學系的合作。由於疫情仍未定，本會探討了新服務模式，參予義工改以定期電話聯繫，為被訪長者提供情感和社交支援。透過義務工作發展局和社職，共招募了十六位義工，關顧由本會綜合家居照顧服務隊轉介的三十二名體弱長者。參予的義工以小組形式接受探訪前訓練，內容包括介紹本會服務及電話關顧技巧，並安排義工



organized to provide opportunity for sharing the difficulties and conducting service evaluation.

During the evaluation meeting, over 90% of the volunteers expressed that the service could enhance their understanding of the needs and daily living of frail elderly and over 80% expressed that the phone caring could enhance their communication skills with frail elderly. At the same time, over 80% of the elders received phone support reported that the service enabled them to reduce loneliness and had better understanding of the precaution and progress of the pandemic.

Moreover, 30 elderly users referred by our Wong Tai Sin Home Care Team were visited by our nurse volunteer. During the past year, 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.

Upon the stability of the COVID-19, the service collaboration with the Nursing School of Hong Kong Polytechnic University would be conducted. The arrangement of primary health care practicum for their nurse students to provide health and nursing services through regular home-based visit for our frail elderly service users.

分享會及檢討會，分享困難及檢討活動成效。

在服務檢討方面，超過百份之九十的義工表示透過電話關顧，增加他們對體弱長者日常生活及需要的認識，亦有超過百份之八十的義工表示增強了與長者的溝通技巧。此外，超過百份之八十的長者認同義工的定期電話慰問能減輕他們的孤獨感及增加了解防疫措施及對疫情發展的關注。

在過去一年，護士義工共探訪了三十位由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、指導藥物知識、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。

待新冠疫情穩定後，將與香港理工大學護理學院商討合作，安排護士學生進行社區護理實習，為體弱的長者進行定期探訪，提供適切的家居健康關顧服務。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
Service provided 所提供服務	No. of clients served 接受服務人數
Home visit paid 家訪	40
Health check up provided 提供健康檢查	30
Training provided for volunteers 舉辦義工訓練	20
Sharing sessions organized for volunteers 舉辦義工分享會	20
Provide support and guidance to volunteers 為義工提供支援及諮詢	20
No. of referrals made to appropriate agencies 為其他社會服務機構提供轉介服務	9





## 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.

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.

In 2020-2021, the Centre services were seriously affected by the COVID-19 epidemic and suspended from May 2020 to February 2021. Apart from reducing social contact in the Centre, various infection control measures were implemented, such as stepping up cleansing, checking the body temperature of staff and service users, providing alcohol hand sanitizer, placing sanitizing mats at the entrances, etc. In addition, weekly telephone or video calls

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 2020-2021 年度，中心的服務名額為二百人。

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。

在 2020-2021 年度，中心服務受到新冠肺炎的影響，需要在 2020 年 5 月至 2021 年 2 月期間暫停學員訓練。中心除了實施減低社交接觸及預防感染的措施，例如加強清潔公用設施、在入口處為所有進入人士量度體溫、提供酒精搓手液、設置消毒地氈外，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。





were arranged to service users or family members to update their service needs.

The Centre's business volume was around \$1,400,000, which had decreased by 50% as compared with 2019-2020. The net training allowance, excluding incentive payment granted to service users, was about \$435,000 which had reduced 63% as compared with the past year. During the service suspension period, most of the job orders were cancelled or some had to be handled by staff with the view to maintain the training opportunities for service users when the Centre service resumed. The COVID-19 Emergency Fund of The Hong Kong Jockey Club Charities Trust was successfully applied and several special anti-epidemic subsidies were released to service users to reduce their financial difficulties.

Besides vocational training, the Centre also paid due concern on the training of service user's daily living skills. In 2020-2021, all the training activities, such as training on personal hygiene, emotion control, spending leisure and money management were operated through web-based social media, such as WhatsApp or YouTube.

To enrich the quality of life of the service users, various social, recreational activities and festival celebrations were organized. During the reporting period, all the outdoor activities were cancelled due to the COVID-19, only the special delivery of rice dumplings, mooncakes and gifts for Dragon Boat Festival, Mid-Autumn Festival and Christmas were held as scheduled. In response to the COVID-19, tailor-made care packs were distributed through home visits to the service users to reduce their stress and anxiety in face of the pandemic.

中心本年度的總收入約為港幣一百四十萬元，較去年下跌接近百分之五十；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），約為港幣四十三萬五千元，較去年下跌約百分之六十三。受疫情影響而暫停學員訓練期間，中心仍維持有限度的服務，包括包裝、直銷及洗衣，目標是維繫客戶的訂單，以便疫情過後，學員仍能有工作訓練機會。在這期間，除了得到協會的批准，向學員發放特別抗疫津貼外，中心亦成功得到香港賽馬會 COVID-19 緊急基金批出的資助，向學員派發防疫包，以減輕他們的經濟困難。

除了職業康復訓練，中心亦著重學員的日常生活技能訓練。在 2020-2021 年度，中心的所有訓練活動，包括學員的個人衛生意識、情緒管理、享受閒暇生活、及金錢管理等，都須改以 WhatsApp 或 YouTube 等網上媒體方式舉行。

為提升學員的生活質素，中心定期舉辦不同類型的康樂及節日慶祝活動。在報告期間，受疫情影響下，所有戶外活動需要取消，只有端午節、中秋節、及聖誕節等節日慶祝活動可以如期舉行。在疫情期間，中心繼續積極尋找口罩及酒精搓手液等防疫物品，製成防疫物資包派發給學員，以減輕學員應對疫情的壓力。



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 and activities were organized. In 2020-2021, three parent meetings mainly focused on the special arrangement under COVID-19 pandemic were organized.

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. As a safety measure, the WEP members were encouraged to stay at home and most of the WEP activities were suspended in the past year.

In view of the continuation of COVID-19, service forecast and staff training in the coming year would focus on the skills to work with person with autism spectrum disorder and ex-mentally ill, as well as use of Zoom and other IT communication platform would probably be arranged.

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及舉辦親子聯誼活動，以促進中心與家人的溝通及了解。在 2020-2021 年度，中心共舉辦了三次家長會，向家長分享在疫情期間中心的特別安排。

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。在疫情期間，為保障學員的安全，減低受感染的風險，中心鼓勵職業康復延展計劃的學員多留在家，因此上年度計劃的活動須暫停舉行。

預期疫情的影響仍會維持一段時間，在未來日子，配合疫情下的新常態，中心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，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 from May 2020 to February 2021. 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.

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 situation had stabilized. 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、培苗及修葺圍圍等工作訓練，加強學員與社區的融合。在報告期間，受到新冠肺炎的影響，農莊由 2020 年 5 月至 2021 年 2 月需要暫停開放，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。

預期疫情的影響仍會延續好一段時間，農莊會在疫情趨於穩定的時候，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, on-the-job follow-up support. The service capacity is 94.

The service adopts the individual job placement model in the provision of job opportunities in the open market and related training for service users. During the reporting period, job placement was successfully arranged for 61 people with disabilities, and 29 of them were able to retain their jobs for 6 months or more with an average salary of \$9,077. With the appropriate job matching and referrals made by the service unit, employees with disabilities performed jobs of various types which include pamphlet distribution worker, clerk, retailing, customer service, dishwasher, waiter, security guard, packer, cleaner, and stock keeper.

The service had been operating the Car Beauty Service under a mobile crew model in Tuen Mun since March 2002 which aimed at providing training opportunities for service users and equipping them for open employment. Apart from that, the service unit also provided different kinds of employment skill training that matched the needs of the open job market, including mock interview, resume building, pre-employment preparation, letter shopping, data entry, map reading & route planning, cleaning, and pamphlet distribution to enhance the users' working capacity and work-related knowledge. 15 service users received job training during the reporting period. Three of them had job interviews after receiving job training and two of them have secured job positions in the open market.

To further enhance the competitiveness of the unemployed service users in the job market, the service also organized 2 Foundation Certificate in Prevocational Induction Courses for Disabled Persons (Part-time) funded by The Employees Retraining Board

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、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六十一位殘疾人士公開就業，其中二十九位更能維持工作達半年或以上，他們的平均月薪為港幣九千零七十七元。殘疾人士能夠勝任不同的工作種類，經服務單位選配及轉介的工作包括傳單派遞、文員、零售推銷、客戶服務、洗碗、侍應、保安、包裝、清潔及倉務等。

自2002年3月，服務於屯門區開辦「流動汽車清潔訓練隊」，為服務使用者提供汽車清潔及美容的訓練機會，為將來公開就業作準備。此外，服務單位亦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，包括模擬面試及撰寫履歷表等職前準備、郵件處理、資料輸入、認識交通及地圖使用、清潔及派發傳單訓練等，讓服務使用者於入職前多了解工作所需及提升他們的工作技能。在去年度，共有十五位服務使用者接受工作訓練，三人在接受工作訓練後獲得面試機會，而其中兩人更成功獲得僱主聘用。

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，服務分別於2020年9月和11月舉辦了與僱員再培訓局合辦之殘疾人士職



(ERB) in September and November 2020 respectively. Most of the participants satisfied with the course and commented that it did not only helped them improve their job searching skills and motivation, but also had a positive impact on enhancing self-awareness and self-management. On the other hand, their self-confidence was enhanced after the course finished and they had a clearer goal in setting the work direction. All these contributed to their success in open employment in the long run. 2 out of 7 service users took up open employment after the training courses.

The service unit had been allocated additional resources from the Social Welfare Department since 1 December 2018 to strengthen various measures to promote the employment of people with disabilities. One of the measures is to provide job attachment allowances for those service users who attend the job attachment programme. Despite the adverse impact of epidemic, one service user was arranged to attend the job attachment programme in February and March 2021 and assigned to be a clerk trainee. The job attachment not only helped the service user to gain skills and cultivate good working habits in a real working environment, but also helped to boost her confidence and motivation in job searching. The service user had secured a full-time job as a cashier after the programme.

Affected by the Coronavirus Disease pandemic, the service adjusted special arrangements such as work from home on a rotating schedule and suspension of face-to-face meetings in order to protect the service users and staff from infection risk of the disease. Nevertheless, the staff continued to contact the

前基礎證書課程（兼讀制）。大部分參加者均對課程感到滿意，並表示課程除了有助他們提升求職技巧及動機，亦對加強自我認識和管理有正面影響。另一方面，參與課程能增加他們的自信心，在確立工作方向方面目標更清晰，長遠有助公開就業及穩定工作。兩次課程共有七人報讀，當中兩人在完成課程後成功就業。

服務單位自 2018 年 12 月 1 日起獲社會福利署增撥資源，優化各項促進殘疾人士就業的措施，其中一項是為參與工作見習的學員提供見習津貼。儘管受到疫情的影響，服務單位於 2021 年 2 月至 3 月期間安排了一位學員參加見習文員一職的工作見習計劃。由於學員能夠在真實的工作環境下接受培訓，除了有助提升工作技能及培養良好工作習慣外，更令她有求職動機和信心，該學員在完成見習後亦順利覓得一份全職收銀員工作。

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，並透過減少員工之間、員工與服務使用者之間的接觸，以減低傳播風險及更有效地保障服務使用者及員工的健康及安全。雖然期間員工與服務使用者減少

service users actively through telephone and other social media technology for work and emotional support. The service unit also worked with other charities and organizations to distribute epidemic prevention bags and rice bags to service users as gifts.

Moreover, when the local epidemic situation continued to subside and became more stable, the service unit was able to organize several in-person groups. For example, the “Interpersonal Skills, Stress Management, and Emotion Management” group helped service users better cope with the challenges and stress that the COVID-19 outbreak posed to their daily lives. To encourage service users to learn new abilities and enhance positive energy even though they needed to stay at home, the “Smartphone Workshops” was held to teach service users to use Zoom and basic smartphone applications, so that the users could maintain social contact with other people and participate online activities organized by the service unit.

During the reporting period, online festival hand craft making activities were developed in response to the negative impacts caused by the reducing social gathering and trips outside home during the pandemic. Some of the content, such as the Christmas dessert recipe, was also posted in the service’s newsletter and directly distributed through social media applications for users who were not able to attend and enjoy the online activities. These activities had received positive responses and grounded valuable experience for the future service development and program design.



了面對面的接觸，但員工依然積極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。另外，服務單位亦聯同其他慈善團體和機構將防疫福袋及白米贈送予有需要的服務使用者。

另一方面，於報告期間，服務單位亦趁著有部份時間疫情相對放緩時，舉辦了實體的小組，其中人際關係、壓力處理及情緒管理小組，協助服務使用者減輕疫情對他們日常生活所帶來的挑戰和壓力。此外，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，仍能學習新事物及增強正能量，服務舉辦了智能手機入門應用工作坊，當中包括教授他們使用 Zoom，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。

另外，服務單位於報告期間亦發展了於網上舉辦節日手工製作活動，以應對疫情期間服務使用者因減少外出而為他們帶來的負面影響。部份活動例如甜甜蜜蜜過聖誕，將聖誕甜食品譜以圖文並茂的方式刊登於通訊內，或直接透過即時通訊應用程式發放給服務使用者，讓不便出席網上活動的服務使用者也能參與。上述活動獲得不少正面回饋，並為日後服務發展和設計網上形式的活動奠定了寶貴的經驗。

Staff development programmes were organized to enhance the 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 Personal Data (Privacy) Ordinance, Discrimination Ordinance, Concepts and Practices on "Positive Behavior Support", and Enhancing the Awareness towards the Employment Needs of Persons with Disabilities and Persons Recovered from Work Injuries.

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 the service pamphlets for distribution to their users. Though it was not permitted to physically visit different organizations 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 twenty-six 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 training and employment opportunities for service users such that they could integrate into the community and live independently.

在報告期間，為促進員工與時並進，服務亦安排了員工參與不同類型的訓練課程及講座，包括《個人資料（私隱）條例》講座、《歧視條例》講座、「正向行為支持」概念與實踐分享會、及認識殘疾及工傷康復人士就業需要工作坊。

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自到訪機構舉辦講座，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二十六年，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, mailing and web page updating 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 Centre business in the reporting year was severely affected by the outbreak of the COVID-19 pandemic. The cancellation of fairs and exhibitions caused the drop of business volume as almost all the data input orders were lost. Fortunately, the Centre was still able to recruit a few new business customers and kept up some existing business partners. The Library of the Chinese University of Hong Kong continued to provide data input order for the Centre, and desktop publishing and design orders through alliance with Hospital Authority and a few printing companies were secured. These sustained the job orders for the disabled people, however, the income allowance for each of them was reduced a large extent.

With the one off allocation from The Community Chest, the service promotion had been launched. A new website for service promotion was established and the related google search promotion campaign would be launched in the coming year.

中心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、代郵及網頁設計 / 更新的工作及訓練機會，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。

在過去一年，受著新冠疫情影响，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，中心的營業額受到嚴重影響。幸好中心仍能開拓新客戶及維持一些現有客戶。而中文大學仍繼續提供資料輸入的工作予中心學員。此外，中心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。這些尚可維持殘疾學員的工作訂單，但個人收入相對都減少了。

中心獲得香港金益金的一次性撥款資助宣傳中心服務，中心運用額外資源建立了一個新的宣傳網站，而相關谷歌搜索推廣亦會於未來一年進行。



中心的學員可獲得以件工計算的津貼，在報告期間，有百分之六十五的學員同意津貼能增加他們的收入，而百分之七十的學員認同透過中心的訓練能增加他們的自信，有百分之七十的學員同意中心的訓練有助他們公開就業和融入社會。

隨著 2021 年初有中心員工離職，管理委員會對中心營運進行了服務審視及重組，以提升服務效能。在未來一年，本會將持續檢視業務表現，並就其可持續性及可行性制定服務計劃。

Service users received allowance that was calculated on piecework basis. During the reporting period, 65% of the trainees agreed that the allowance could increase their earning, 70% of them agreed that the activities provided by the Centre could help them to regain their dignity and 70% of users were more ready adapt to the demand of the open market through simulated work environment.

With the staff turnover in early 2021, the management committee conducted a service review and restructuring of the Centre operation 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.



<b>Statistics 統計數字</b>	<b>2020-2021</b>
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	29
Provide work related training opportunities for people with disabilities 為殘疾人士提供工作訓練機會	29



## 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\$70,000.00 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, a total of eight applications were received and seven of them were physically handicapped persons and one was hearing impaired person. The equipment applied to purchase were power wheelchair, power-assisted wheelchair, motor car and hearing aid. One applied for the maximum of HK\$70,000 and the other applied from \$7,000-\$50,000. All applications were approved. Up till March 2021, there were 20 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 for him. On the whole, the operation of the Fund was smooth.

Due to the outbreak of COVID-19 pandemic, two rounds of one-off one month repayment exemption scheme were held in August and December 2020 so as to relieve the financial burden of the loan applicants. A total of 17 and 18 applications among the 20 total debtors applied for the one month loan waive due to financial difficulties. The result was encouraging and all applications were approved. The exemption amount ranged from \$550 to \$2,000 and the total approved amount was over \$44,000.



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批准。

在過去一年，基金共接獲八宗申請，當中七位申請人為肢體殘疾人士，另外一位為聽障人士，他們購置電動輪椅、半自動輪椅及助聽器，當中只有一位申請人申請貸款七萬，其餘申請者的貸款額為七千至五萬，所有申請者皆獲批申請款項。截至 2021 年 3 月，共有二十位殘疾人士仍在還款當中，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。

由於新型冠狀持續，本會於 2020 年 8 月及 12 月共進行了兩輪一次性的一個月豁免還款計劃，以減輕貸款申請人的經濟負擔。在兩輪申請當中，分別有十七名和十八名申請者在二十名總結欠者中因經濟困難提出豁免申請，反應

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 which were sent to all successful applicants. The result was encouraging with 100% of the respondents satisfied with the application procedures, the usefulness of the equipment applied and the approved amount. All of the applications found the equipment very useful in enhancing their independence as well as their quality of life. As a whole, the overall satisfaction rate up to 100%

理想，所有申請均獲批准。豁免金額介乎五百五十元至二千元，最終兩次核准總額超過四萬四千元。

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百。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
Service provided 所提供服務	No. of clients served 接受服務人數
Inquiries 查詢服務	40
Applications received 申請個案	8
Provision of interest free loan 提供免息貸款	8
Provision of advice on the selection of appropriate devices 為選擇合適儀器提供意見	8
Assessment of social & financial condition of the applicants 評估申請人的社會及經濟情況	8
Provision of advice and support to outstanding borrowers 為接受貸款人士提供支援	20
Loan repayment exemption scheme 豁免還款計劃	35

## 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 in all service units of the Association.

Due to the outbreak of pandemic, the volunteer management committee meeting was conducted 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 seventeen 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 2020-2021, 27 new volunteers joined our Association. As at March 2021, the Association had a total of 360 members and volunteers. Orientation was organized for new comers so that they could have a thorough understanding of the services operated by the Association. Relevant trainings such as communication skills with the elderly,

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。

受著新冠疫情影響，是年本會以網上形式舉行義工管理委員會會議。本會除繼續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外，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十七份義工服務檢討表，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，共有二十七位新義工加入，截至二零二一年三月，本會共有三百六十位會員及義工。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其他長者服務機構，為機構的長者提供身體檢查及諮詢服務。

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 other elderly service agencies on regular basis.

To express our recognition for their devotion and enthusiasm to voluntary services, one volunteer was nominated for Gold Award, six for Silver Award and fourteen for Bronze Award of the Volunteer Movement organized by the Social Welfare Department in the year 2020-2021. During the same period, two volunteers received Outstanding Volunteer Award and four volunteers received Long Service Volunteer Award presented by our Association.

To express our gratitude for their continuous support, a specially designed portable mask container was distributed to members and volunteers. 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.

為了表揚義工的服務精神，在這年度，本會共推薦二十一名義工參加由社會福利署所舉辦的義工運動，其中一位獲金獎、六位獲銀獎、及十四位獲銅獎。此外，由本會舉辦的義工選舉，共有二位義工獲頒長期義工服務獎及四位獲頒傑出義工獎。

為表達對義工的感謝，本會特別設計及製作了一個口罩套，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，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。

<b>Statistics 統計數字</b>	<b>2020-2021</b>
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	27
Recruitment of volunteers 招募新義工	27
Orientation organized for new volunteers 舉辦新義工迎新介紹	27
Organized Volunteer Award 舉辦傑出義工選舉	27

## SOCIAL ENTERPRISE

### 社會企業



### The CLEAN Laundry

#### 宏遠洗衣服務公司

The CLEAN Laundry, which located at Tuen Mun Nam 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.

In the reporting period, the Laundry was temporarily closed due to COVID-19, the operation line was moved to The Endeavor. As such, the business volume of The CLEAN Laundry was decreased about 21 % as compared with 2019-2020. Owing to the suspension of training for service users, all the laundry works were done by the Centre staff. Besides, in order to reduce the risk of infection, community walk-in and laundry delivery services were also stopped.

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。

在報告期間，因疫情影響宏遠的廠房，需要暫停運作，宏遠的洗衣操作線亦需要調配到展毅工場。受到疫情影響，宏遠的營業額較去年下跌約百分之二十一。在宏遠暫停運作期間，學員訓練亦沒法進行，因此洗衣服務需由展毅中心的職員有限度地進行。此外，為減低被新冠肺炎病毒感染的風險，區內的洗衣及衣物收送服務亦需要停止。



In view of the continuation of COVID-19, The CLEAN Laundry would gradually resume its service. 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 situation had stabilized. Various infection control measures would be implemented continuously to prevent the staff and service users from infection by the contaminated clothing. The CLEAN Laundry would continue monitor the situation closely and determine when to embark on a full resumption of normal business.

預期疫情之影響仍會延續一段時間，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。當疫情漸趨穩定時，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。宏遠會繼續密切留意疫情的發展，以決定全面恢復正常服務的時程。



# 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 2021

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ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

REPORT OF THE COMMITTEE MEMBERS  
FOR THE YEAR ENDED 31 MARCH 2021

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 2021.

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 2021 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 Cheung Kin Man  
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 2021

- 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 Cheung Kin Man, Vice Chairman

Dated: 28 OCT 2021  
Hong Kong

## 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 2021, 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 2021, 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 HKSAs 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 HKSAs, 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.

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



Page 5

## 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: 28 OCT 2021

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2021

	2021 HK\$	2020 HK\$
INCOME		
Designated donations:		
Others	1,130,033	1,203,478
Subventions:		
Hong Kong Jockey Club Charities Trust	2,205,221	1,811,224
Community Chest	1,937,760	1,710,200
Social Welfare Department - HKSAR Government	21,309,254	19,613,915
- Time Limited Post Grant	32,700	-
- Lotteries Fund	90,000	99,474
- Block Grant	291,000	253,000
- Community Care Fund	540,168	563,908
	<u>27,536,136</u>	<u>25,255,199</u>
Subventions from Employees Retraining Board utilized	54,996	52,337
Service income	5,410,932	7,933,162
	<u>33,002,064</u>	<u>33,240,698</u>
OTHER REVENUE		
Interest income	421	15,482
Sundry income	3,510	11,120
	<u>33,005,995</u>	<u>33,267,300</u>
EXPENDITURE		
Salaries	19,125,943	17,776,581
Provident fund contributions and charges	1,091,118	1,296,858
Provision for long service payment	(112,078)	(47,851)
Programme and services expenses	5,664,450	7,134,634
Repairs and maintenance	280,284	351,045
Printing, postage and stationery	187,973	158,853
Travelling	49,976	259,419
Telephone and fax	148,436	105,495
Electricity and water	186,971	466,342
Insurance	132,986	102,412
Rent and rates	1,626,505	1,689,544
Cleaning	261,080	286,125
Depreciation	6,360	2,577
Advertising	27,349	29,060
General expenses	259,036	156,109
Annual general meeting and dinner	-	30,490
Equipment and uniform	411,443	647,163
Staff training	7,150	400
Motor vehicles	69,911	91,355
Audit fee	34,500	32,000
SWD Fund	18,853	23,865
	<u>(29,478,246)</u>	<u>(30,592,476)</u>
SURPLUS FOR THE YEAR	<u>3,527,749</u>	<u>2,674,824</u>



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2021

	2021 HK\$	2020 HK\$
- Continued -		
SURPLUS FOR THE YEAR	3,527,749	2,674,824
TRANSFERS FROM/(TO):		
General Fund	63,316	52,251
Service Foundation Fund	(1,057,421)	(1,019,294)
Supported Employment Services	(218,101)	(378,442)
Jockey Club Desktop Publishing Centre	121,856	47,778
Home Care Services	(1,006,452)	(365,999)
The Endeavor	(1,178,707)	(777,006)
Laundry Workshop	(11,253)	(37,401)
Jockey Club Digital Inclusion Centre	(36,495)	57,210
Electric Wheelchair Repair Clinic and Resource Centre	(148,972)	(236,289)
EC Farm - Vocational Training and Horticulture Educational Scheme	12,171	28,062
Community Care Fund - Pilot Scheme on Home Care and Support for Elderly Persons with Mild Impairment	(44,991)	(45,694)
Social Welfare Department Time-Limited Posts for Elderly and Rehabilitation Services	(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 2021

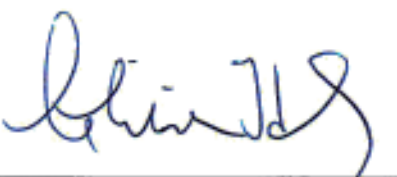
	<u>NOTE</u>	<u>2021</u> HK\$	<u>2020</u> HK\$
<b>NON-CURRENT ASSETS</b>			
Loans to disabled	3	191,925	177,887
Plant and equipment	4	10,143	5,153
		<u>202,068</u>	<u>183,040</u>
<b>CURRENT ASSETS</b>			
Prepayments and other receivables		711,350	1,501,713
Utility deposits		168,030	168,030
Current portion of loans to disabled	3	195,985	291,019
Cash and bank balances		21,912,467	18,816,566
		<u>22,987,832</u>	<u>20,777,328</u>
<b>CURRENT LIABILITIES</b>			
Bank overdraft		-	25,576
Accounts payable		837,847	410,338
Accruals		34,500	32,000
Receipts in advance		38,351	79,219
		<u>(910,698)</u>	<u>(547,133)</u>
<b>NET CURRENT ASSETS</b>		<u>22,077,134</u>	<u>20,230,195</u>
<b>NON-CURRENT LIABILITIES</b>			
Long service payments obligation	5	<u>(188,475)</u>	<u>(300,553)</u>
<b>TOTAL ASSETS</b>		<u>22,090,727</u>	<u>20,112,682</u>

ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES  
 STATEMENT OF FINANCIAL POSITION  
 AS AT 31 MARCH 2021

	NOTE	2021 HK\$	2020 HK\$
- Continued -			
Represented by:			
General Fund	6	-	-
Service Foundation Fund	7	6,217,258	5,232,463
Independent Living Fund	8	2,540,890	2,585,108
Supported Employment Services	9	278,743	278,853
Jockey Club Desktop Publishing Centre	10	(1,819,620)	(1,697,764)
Home Care Services	11	528,150	528,150
The Endeavor	12	76,810	50,573
Laundry workshop	13	75,743	64,490
Social Welfare Department			
Lump Sum Grant Reserve	14	11,111,451	10,437,054
Social Welfare Department Provident Fund	15	1,860,298	1,689,967
Social Welfare Department Central Items	16	142,917	142,917
Social Welfare Department Block Grant	17	401,209	329,076
Social Welfare Department			
Rent and Rates	18	(787,779)	(770,607)
Community-based support projects for Persons			
with disabilities and their families	19	130,686	130,686
Social Welfare Development Fund	20	368,237	387,079
Jockey Club Digital Inclusion Centre	21	(48,016)	(84,511)
Electric Wheelchair Repair Clinic and			
Resource Centre	22	1,628,483	1,479,511
EC Farm - Vocational Training and			
Horticulture Educational Scheme	23	(589,724)	(577,553)
Community Care Fund - Pilot Scheme on			
Home Care and Support for Elderly Persons			
with Mild Impairment	24	(47,709)	(92,700)
Training Subsidy Programme for children on			
the waiting list of subvented pre-school			
rehabilitation services	25	-	(110)
Time-Limited Posts for Elderly &			
rehabilitation Services	26	22,700	-
TOTAL FUNDS		<u>22,090,727</u>	<u>20,112,682</u>

The financial statements on pages 6 to 28 were approved by the members of Executive Committee on **28 OCT 2021** and were signed on its behalf

  
 Mr Cheung Kin Man  
 Vice 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 2021

	<u>2021</u> HK\$	<u>2020</u> HK\$
Total equity at 1 April	20,112,682	17,858,079
Surplus for the year	3,527,749	2,674,824
Refund to Government	(1,505,486)	(420,221)
Exemption to loan to disabled	(44,218)	-
Total equity at 31 March	<u>22,090,727</u>	<u>20,112,682</u>

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 2021

	<u>2021</u> HK\$	<u>2020</u> HK\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Surplus for the year	3,527,749	2,674,824
Adjustments for:		
Provision for long service payment	(112,078)	(47,851)
Interest income	(421)	(15,482)
Depreciation	6,360	2,577
Operating surplus before movements in working capital	3,421,610	2,614,068
Changes in loans to disabled	80,996	139,140
Changes in prepayments and other receivables	790,363	267,593
Changes in utility deposits	-	(1,200)
Changes in accounts payable	427,509	(186,361)
Changes in accruals	2,500	3,000
Changes in receipts in advance	(40,868)	12,536
Cash generated from operations	4,682,110	2,848,776
Refund to Government	(1,505,486)	(420,221)
Exemption to loan to disabled	(44,218)	-
Net cash generated from operating activities	<u>3,132,406</u>	<u>2,428,555</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Payments to acquire plant and equipment	(11,350)	(7,730)
Interest income received	421	15,482
Net cash (used in)/ (generated from) investing activities	<u>(10,929)</u>	<u>7,752</u>
NET CHANGES IN CASH AND CASH EQUIVALENTS	3,121,477	2,436,307
CASH AND CASH EQUIVALENTS BROUGHT FORWARD	18,790,990	16,354,683
CASH AND CASH EQUIVALENTS CARRIED FORWARD	<u>21,912,467</u>	<u>18,790,990</u>
<b>ANALYSIS OF THE BALANCES OF CASH AND CASH EQUIVALENTS</b>		
	<u>2021</u> HK\$	<u>2020</u> HK\$
Cash at bank and in hand	21,912,467	18,816,566
Bank overdraft	-	(25,576)
	<u>21,912,467</u>	<u>18,790,990</u>

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 20211. 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 (2020: 11).

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 20212. 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 20212. 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 20212. 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 20212. 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>2021</u> HK\$	<u>2020</u> HK\$
At beginning of year	468,906	608,046
Advances during the year	230,410	190,000
Loan exemption	(44,218)	-
Repayment during the year	(267,188)	(329,140)
At end of year	<u>387,910</u>	<u>468,906</u>
Portion classified as current assets	(191,925)	(291,019)
Non-current portion	<u>195,985</u>	<u>177,887</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 20214. PLANT AND EQUIPMENT

	<u>Furniture &amp; Equipment</u> HK\$	<u>Leasehold Improvement</u> HK\$	<u>Total</u> HK\$
COST			
At 01.04.2019	180,746	128,100	308,846
Addition	7,730	-	7,730
At 31.03.2020	<u>188,476</u>	<u>128,100</u>	<u>316,576</u>
Addition	11,350	-	11,350
At 31.03.2021	<u>199,826</u>	<u>128,100</u>	<u>327,926</u>
ACCUMULATED DEPRECIATION			
At 01.04.2019	180,746	128,100	308,846
Charge for the year	2,577	-	2,577
At 31.03.2020	<u>183,323</u>	<u>128,100</u>	<u>311,423</u>
Charge for the year	6,360	-	6,360
At 31.03.2021	<u>189,683</u>	<u>128,100</u>	<u>317,783</u>
NET BOOK VALUE			
At 31.03.2021	<u>10,143</u>	<u>-</u>	<u>10,143</u>
At 31.03.2020	<u>5,153</u>	<u>-</u>	<u>5,153</u>

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 2021, 39 employees (2020: 35) 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\$818,227 (2020: HK\$945,752).

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 31 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 20216. GENERAL FUND

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	-	-
Transfer from statement of comprehensive income	(63,316)	(52,251)
Transfer to Service Foundation Fund - note 7	63,316	52,251
Balance at end of year	<u>-</u>	<u>-</u>

7. SERVICE FOUNDATION FUND

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	5,232,463	4,265,420
Transfer from statement of comprehensive income	1,057,421	1,019,294
Transfer from General Fund - note 6	(63,316)	(52,251)
Transfer to Social Welfare Department Lump Sum Grant Reserve	(9,310)	-
Balance at end of year	<u>6,217,258</u>	<u>5,232,463</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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	2,585,108	2,585,108
Loan exemption to disabled	* (44,218)	-
Balance at end of year	<u>2,540,890</u>	<u>2,585,108</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.

\* Two rounds of one-off one month repayment exemption scheme were held in August and December 2020 so as to relieve the financial burden of the loan applicants during the outbreak of COVID-19 epidemic.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 20219. SUPPORTED EMPLOYMENT SERVICES

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	278,853	278,853
Transfer from statement of comprehensive income	218,101	378,442
Transfer to Social Welfare Department Lump Sum Grant Reserve - note 14	(218,101)	(378,442)
Transfer to Training Subsidy Programme for Children on the Waiting List of Subvented Preschool Rehabilitation Services - note 2	(110)	-
Balance at end of year	<u>278,743</u>	<u>278,853</u>

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

10. JOCKEY CLUB DESKTOP PUBLISHING CENTRE

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	(1,697,764)	(1,649,986)
Transfer to statement of comprehensive income	(121,856)	(47,778)
Balance at end of year	<u>(1,819,620)</u>	<u>(1,697,764)</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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	528,150	528,150
Transfer from statement of comprehensive income	1,006,452	365,999
Transfer to Social Welfare Department Lump Sum Grant Reserve - note 14	(1,006,452)	(365,999)
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 202112. THE ENDEAVOR

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	50,573	4,117
Transfer from statement of comprehensive income	1,178,707	777,006
Transfer to Social Welfare Department Lump Sum Grant Reserve - note 14	(1,178,707)	(777,006)
Transfer from Social Welfare Development Lump Sum Grant Reserve - note 14	45,711	46,456
Transfer to Social Welfare Development Central Items - note 16	(19,474)	-
Balance at end of year	<u>76,810</u>	<u>50,573</u>

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

13. LAUNDRY WORKSHOP

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	64,490	27,089
Transfer to statement of comprehensive income	11,253	37,401
Balance at end of year	<u>75,743</u>	<u>64,490</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.

14. SOCIAL WELFARE DEPARTMENT LUMP SUM GRANT RESERVE

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	10,437,054	8,892,713
Transfer from Supported Employment Services - note 9	218,101	378,442
Transfer from Home Care Services - note 11	1,006,452	365,999
Transfer from The Endeavor - note 12	1,178,707	777,006
Transfer (to)/from Social Welfare Department Provident Fund - note 15	(170,331)	55,643
Transfer to The Endeavor - note 12	(45,711)	(46,456)
Transfer to Social Welfare Department Block Grant - note 17	(72,133)	41,170
Transfer from Social Welfare Department Rent and Rates - note 18	16,427	64,405
Transfer from/(to) Social Welfare Development Fund - note 22	18,842	(103,586)
Transfer to EC Farm - Vocational Training and Horticulture Educational Scheme - note 25	-	250,000
Transfer from Service Foundation Fund - note 7	9,310	-
Refund to Government	(1,485,267)	(238,282)
Balance at end of year	<u>11,111,451</u>	<u>10,437,054</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.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202115. SOCIAL WELFARE DEPARTMENT PROVIDENT FUND

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	1,689,967	1,745,610
Transfer from/(to) Social Welfare Department Lump Sum Grant Reserve - note 14	170,331	(55,643)
Balance at end of year	<u>1,860,298</u>	<u>1,689,967</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.

16. SOCIAL WELFARE DEPARTMENT CENTRAL ITEMS

	<u>2021</u> HK\$	<u>2020</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.

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202117. SOCIAL WELFARE DEPARTMENT BLOCK GRANT

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	329,076	370,246
Transfer from/(to) Social Welfare Department Lump Sum Grant Reserve - note 14	72,133	(41,170)
Balance at end of year	<u>401,209</u>	<u>329,076</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		329,076
Add: Block Grant received during the year	291,000	
Interest income received	13	
	<u>          </u>	291,013
Less: Expenditure during the year (Note):-		<u>620,089</u>
Minor works projects	102,200	
Furniture and equipment	116,680	
	<u>          </u>	(218,880)
Credit balance c/f to the next financial year		<u>401,209</u>

## Capital Commitments

As at 31 March 2021, 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	-
	<u>          </u>
	<u>          </u>

Note: Expenditure charged to Block Grant during the year should be full expenditure amount, i.e. the actual expenditure incurred in 2020-21.



## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202118. SOCIAL WELFARE DEPARTMENT RENT AND RATES

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	(770,607)	(705,463)
Transfer to Social Welfare Department Lump Sum Grant Reserve - note 14	(16,427)	(64,405)
Refund to Government	(745)	(739)
Balance at end of year	<u>(787,779)</u>	<u>(770,607)</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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning and end of year	<u>130,686</u>	<u>130,686</u>

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 relief their pressure and improve their family relationship.

20. SOCIAL WELFARE DEVELOPMENT FUND

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	387,079	464,693
Transfer (to)/from Social Welfare Department Lump Sum Grant Reserve - note 14	(18,842)	103,586
Surplus refund to Social Welfare Department	-	(181,200)
Balance at end of year	<u>368,237</u>	<u>387,079</u>

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202120. SOCIAL WELFARE DEVELOPMENT FUND

- Continued -

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) 387,079
<u>Income</u>		
(b) Allocation from SWDF during the financial year		(b) -
(c) Interest received during the financial year - Phase 3		(c) 11
<u>(d) Expenditure</u>		
1. Expenditure for projects under scope A	18,853	
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) (18,853)
	_____	_____
(e) Balance carried forward to the next financial year		(e) 368,237
(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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	(84,511)	(27,301)
Transfer from/(to) statement of comprehensive income	36,495	(57,210)
Balance at end of year	<u>(48,016)</u>	<u>(84,511)</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 202122. ELECTRIC WHEELCHAIR REPAIR CLINIC AND RESOURCE CENTRE

	<u>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	1,479,511	1,243,222
Transfer from statement of comprehensive income	148,972	236,289
Balance at end of year	<u>1,628,483</u>	<u>1,479,511</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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	(577,553)	(299,491)
Transfer to statement of comprehensive income	(12,171)	(28,062)
Transfer (to)/from Social Welfare Department Lump Sum Grant Reserve - note 14	-	(250,000)
Balance at end of year	<u>(589,724)</u>	<u>(577,553)</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 202124. 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>2021</u> HK\$	<u>2020</u> HK\$
Balance at beginning of year	(92,700)	(138,394)
Transfer from/(to) statement of comprehensive income	44,991	45,694
Balance at end of year	<u>(47,709)</u>	<u>(92,700)</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>2021</u> HK\$	<u>2020</u> HK\$
<u>Income</u>		
Subsidy from CCF	540,168	563,908
Fees income received from participants	30,340	32,581
Social Welfare Development COVID-19	20,000	-
	<u>590,508</u>	<u>458,095</u>
<u>Expenditure</u>		
Audit fee	3,500	3,000
Cleaning	20,609	-
Equipment	10,153	-
Salaries	394,612	406,228
Provident fund	18,152	20,396
Programme expenses	88,122	103,325
Printing, stationery and postage	460	56
Travelling	4,057	3,326
Telephone and fax	3,080	6,305
Electricity and water	2,772	8,159
	<u>(545,517)</u>	<u>(504,486)</u>
Deficit for the year	44,991	(92,700)
Balance at the beginning of the year	(92,700)	-
Balance at the end of the year	<u>(47,709)</u>	<u>(92,700)</u>

## ASSOCIATION FOR ENGINEERING AND MEDICAL VOLUNTEER SERVICES

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 202125. TRAINING SUBSIDY PROGRAMME FOR CHILDREN ON THE WAITING LIST OF SUBVENTED PRE-SCHOOL REHABILITATION SERVICES

	2021 HK\$	2020 HK\$
Balance at beginning of year	(110)	(110)
Transfer to statement of comprehensive income	110	-
Balance at end of year	<u>-</u>	<u>(110)</u>

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

	2021 HK\$	2020 HK\$
Balance at beginning of year	-	-
Transfer to statement of comprehensive income	22,700	-
Balance at end of year	<u>22,700</u>	<u>-</u>

"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 2020 to 31 December 2021.

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 202128. 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>2021</u> HK\$	<u>2020</u> HK\$
Within one year	1,321,836	1,509,036
After one year but within five years	93,000	1,430,436
After five years	-	-
	<u>1,414,836</u>	<u>2,939,472</u>

29. CONTINGENT LIABILITY

	<u>2021</u> HK\$	<u>2020</u> HK\$
Long service payments obligation - note 5	<u>629,752</u>	<u>645,199</u>

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

#### 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

#### 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

#### Electric Wheelchair Repair Clinic and Resource Centre 電動輪椅一站通

**Address:** Flat 11, 10/F, Favor Industrial Ctr., 2-6 Kin Hong Street, Kwai Chung, N.T.  
**地址** 新界葵涌健康街 2-6 號飛亞工業中心 10 樓 11 號

**Tel 電話:** 2772 3080      **Fax 傳真:** 2772 3280      **Email 電郵:** ewc@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

### 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

### 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

### 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



# 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：

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# DONATION FORM

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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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