

ANNUAL REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023



PROVIDENCE CARE LTD



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About Us

Providence Care Ltd (PCL) was established by the Providence Presbyterian Church on 7 June 2007 to serve children from low-income families by providing tuition and enrichment programmes which they may not have access to.

In 2014, PCL partnered with Presbyterian Community Services (PCS) to establish and manage the Providence Care Centre located at the void deck of Block 372, Jurong East Street 32, Singapore 600372. In 2017, the centre was expanded to occupy additional space in Block 341 which is just beside Block 372.

The centre provides youth and children services with an aim to identify children and youth at risk, and provide a caring and conducive environment for learning and character development. PCL provides tuition, enrichment programmes for both children and youth, and public talks related to family needs.

In 2021, PCL entered into a partnership with Youth Guidance Outreach Services (YGOS) to bring their youth services to the Youth Centre. YGOS is currently running after-school drop-in in the centre.

Purpose

To promote, foster and support tuition and enrichment courses in academic subjects to the individual and community with financial needs.

To develop programmes, provide support and counselling that will meet the needs of children, youth and families in relation to their school education development.

Our Vision

To promote personal growth and family harmony through care, training, and mentoring.

Our Mission

To help, care for and serve the people with sincerity, bringing them confidence, hope and true love.

Overview of Charity

Providence Care Ltd (“PCL”) was incorporated as a company limited by guarantee on 7 June 2007.

PCL is registered as a charity under the Charities Act (Chapter 37) since 6 March 2015.

PCL has a Memorandum & Articles of Association as its governing instrument.

Unique Registration Number (UEN):
200710144K

Registered Address:
3 Orchard Road Orchard Presbyterian Church Singapore 238825

Auditor:
Baker Tilly TFW LLP

Bank:
UOB



Welcome Message From the Chairman

Dear Friends of Providence Care Centre,

It is with great pleasure and gratitude that I extend my warmest greetings to each of you who have been an integral part of our journey at Providence Care Centre. I am honoured to witness the incredible growth and impact we've achieved together.

Our commitment to nurturing the potential of our youth from the needy families has been unwavering. From offering comprehensive tuition classes that empower young minds academically to providing musical instrument classes that ignite passion and creativity. Beyond academic and artistic pursuits, our commitment to youth activities and mentoring classes reflects our holistic approach to development. We believe in fostering well-rounded individuals, guiding them not just academically but also personally.



At the core of our mission lies the belief that every young person deserves access to good education, avenues to explore their passions, and a safe space where they can thrive. Our dedicated team of teachers, volunteers and mentors has tirelessly worked to ensure that this belief transcends into action, guiding, and supporting our youth every step of the way.

To our cherished donors, partners and volunteers, your generosity and belief in our mission have been the driving force behind our accomplishments. Your support has enabled us to create a nurturing environment where young talents thrive, dreams take flight, and futures are shaped.

As we look toward the future, we remain committed to expanding our reach, enhancing our programs, and continuing to be a catalyst for positive change in the lives of our youth and their families. Thank you for being a part of our journey.

Warm regards,

Lim Chye Kee
Board Chairman for FY 2022/2023

Leadership

PCL is governed by a Board, which is a governing body responsible for overseeing and managing the charity.

The charity is also headed by a Centre Manager or equivalent.

Governing Board:

Name	Current Appointment	Date Appointed	Occupation	Past Appointment	Board Meeting Attendance
Lim Chye Kee	Chairman	01/07/2019	Business Director	01/03/2018	2/2
Theng Cheow Soon	Hon Gen Secretary	15/12/2007	Retiree	Treasurer 1/7/2015- 30/6/2019	2/2
Chua Horng	Hon Treasurer	01/09/2021	General Manager		2/2
Lau Cho Cham	Board Member	7/6/2007 (Resigned 1/07/2023)	Architect	Chairman 07/06/2007	2/2
Woon Bee Chai	Board Member	22/9/2020	Headhunter		2/2

Executive Management Team:

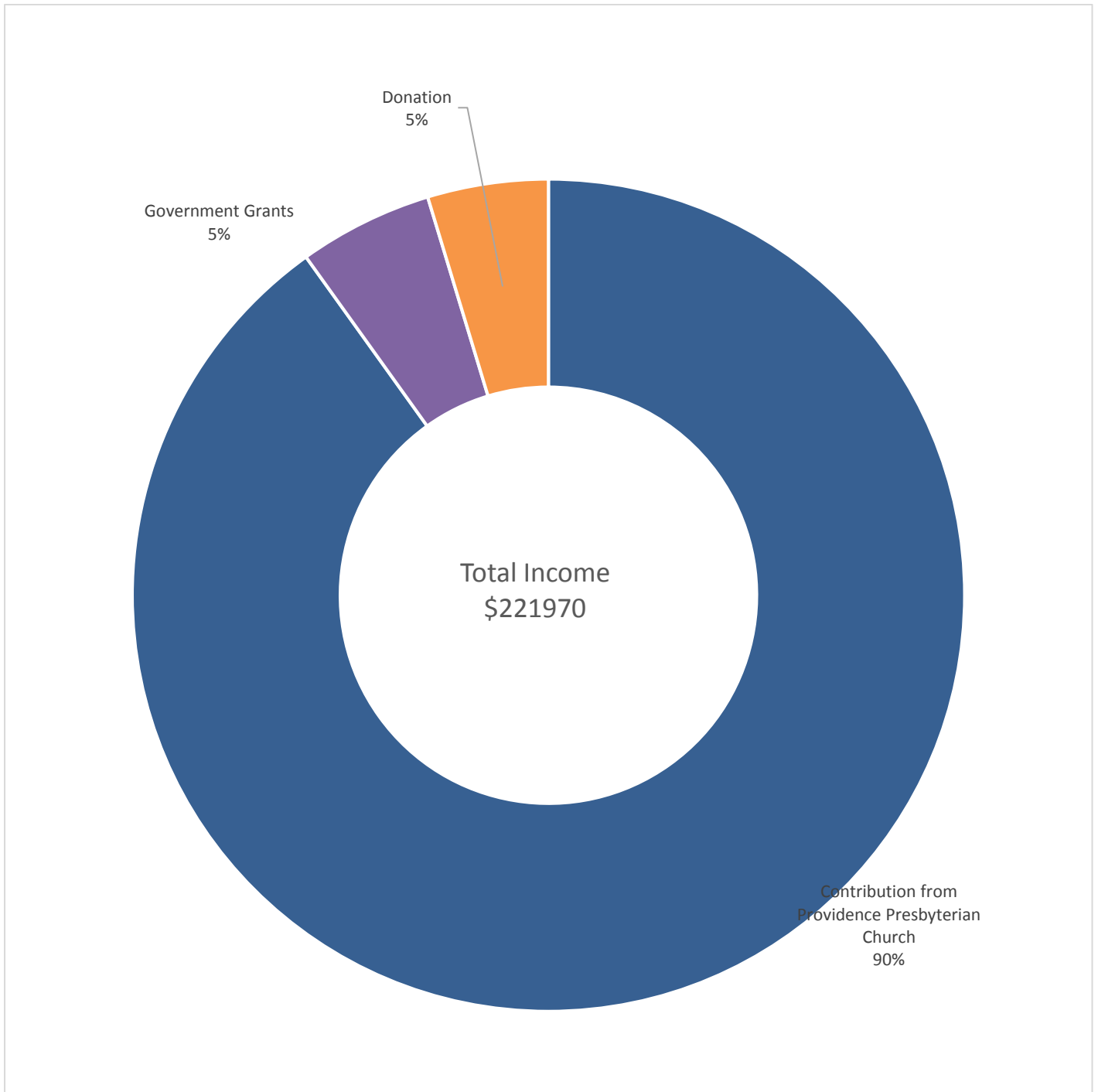
Peter Quek

Centre Manager

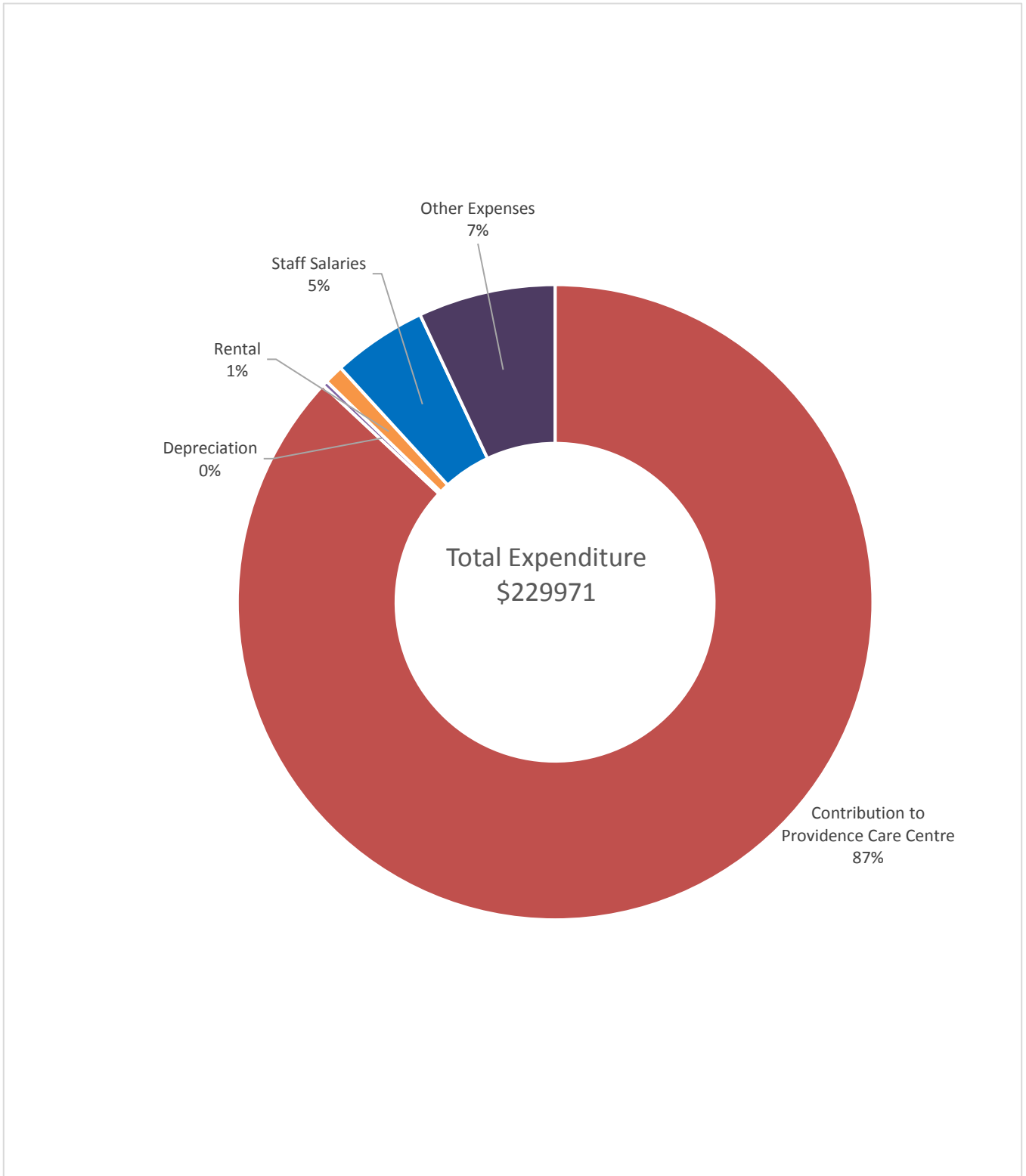
Appointed to position since May 2021

Highlights of the Year

Summary Financial Performance



Summary Financial Performance



PCC's Achievements 2014 -2023

1978

children benefited



528

Tuition



*191 on FA

214

Music



1236

Enrichment



135

Parents benefited



62

Talks



73

Ladies Grooming



Our Work: Programmes and Activities

Introduction

As we emerge from the shadows of the pandemic, we are thankful for our donors', parents' and students', volunteers' and staff's unwavering support that has enabled us to resume on-site tuition and enrichment classes at PCC.

Providence Care Centre (PCC)

Physical tuition classes and music enrichment classes resumed on 2 July 2022 without any more disruption. All safe management measures (SMM) required by MOE for tuition and enrichment centres were removed except for wearing of masks during classes. We have also stopped requiring staff and tutors to do self-ART test before coming to the centre except when they are not feeling well.

We took the opportunity during the December school holidays to repaint the classrooms at the back of Blk 372. The classrooms had not been renovated since we opened in 2015 and needed a new coat of paint to freshen up.



Tuition Classes

The number of tuition students at PCC as at the start of 2023 is as follows:

Level	2023	2022	2021
P1	6	4	0
P2	8	2	5
P3	7	4	6
P4	10	11	7
P5	10	7	5
P6	16	8	9
S1	10	7	6
S2	7	4	8
S3	5	6	5
S4	8	5	4
Total	87	58	55

Due to strong requests from some parents, this year we started 2 new classes – P2 Chinese and P3 Science classes. For Chinese tuition classes we are now running for P2, P4, P5 and P6. We have 3 volunteers from PPC as tutors – Mdm Zhao Hong, Tan Siew Goh and Peter Wang, all from PPC Orchard Rd congregation.

Financial Assistance For Tuition		
2023	2022	2021
33	19	9

Staying in Rental Blk 373 / 374		
2023	2022	2021
16	2	0

Number of students requiring financial assistance in 2023 was 33, a 74% increase from 2022 which had 19 students.

Number of students staying in rental blocks Blk 373/374 also increased to 16 from only 2 in 2022. This is most probably due to the annual Christmas food distribution carried out by Bukit Batok congregation who also took the opportunity to inform the rental blocks' residents about our tuition services for their children.

Music

Our students taking music were richly blessed especially those taking keyboard lessons as we have 2 volunteers from PPC helping out as instructors –Tan Siew Goh and Ada Tang from Orchard Road congregation.

Music Programmes			
Subject	2023	2022	2021
Guitar	3	4	3
Keyboard on Saturday	9	11	10
Drums on Saturday	5	5	6
Total	17	20	19

Events and Activities

S/N	Event	Description	Month	Venue
1	Visit to River Wonders	We brought our students for an excursion to the River Wonders on 6 Sep 2022 at the start of the Sep school holidays. The tickets were complimentary from Singapore Zoo. In total 31 students, 4 volunteers and 2 staff went for the outing.	Sep 2022	River Wonders
2	Encouragement Gift Packs	Similar to last year, we provided each student with an Encouragement gift pack on 3 Sep 2022 as a form of encouragement as they prepared for their year-end school examinations. Volunteers from Providence Presbyterian Church Fort Canning congregation helped to purchase the items and packed the bags this year.	Sep 2022	PCC
3	Parent-Child Decoupage Class	A first-ever parent-child decoupage class was conducted on 5 Nov 2022 at PCC. Altogether 11 parents and 15 children attended the workshop conducted by Esther, a volunteer from PPC Bukit Batok congregation. Prior to the workshop, parents were given tips via a video on how to deal with their children when they refused to obey.	Nov 2022	PCC
4	Graduation Ceremony	After an absence of 2 years due to Covid-19 pandemic, we finally held our Graduation Ceremony again this year on a Saturday morning, 12 November 2023. Many students and parents arrived early in anticipation of the day's programme which included performances put up by our students. It was followed by a prize presentation and buffet lunch.	Nov 2022	PCC
5	Christmas Gift Distribution 2022	An initiative by Bukit Batok congregation, the annual Christmas gift distribution was carried out on 17-18 Dec 2022 to benefit residents of 2 rental blocks Blk 373 and 374 behind PCC. Mr Brandon Ow, manager from SSO Jurong East also joined in and he was impressed by the generosity and love shown by the volunteers to the residents.	Dec 2022	PCC
6	Hay Dairies and Qian Hu Farm Tour	We brought our students for a half-day Singapore farm tour on 16 March 2023 during the March school holidays. In total 33 students, 5 volunteers and 2 staff went for the outing.	Mar 2023	Hay Dairies and Qian Hu Farm
7	STEM Workshop	8 of our students signed up for a STEM (Science, Technology, Engineering and Math) workshop organised by SSO (Jurong East) together with STEM Institution on 7 Jun 2023 during the June school holidays.	Jun 2023	PCC
8	St John's and Kusu island Tour	We brought our students for a full-day tour on 10 Jun 2023 during the June school holidays. In total 35 students, 4 parents and 2 staff went for the outing and another 18 volunteers from Providence Presbyterian Church.	Jun 2023	St John's and Kusu island

Youth Work

Mentoring Programme

YGOS increased their after-school drop-in in PCC to 2 days from beginning of 2023. YGOS's staff comes in now every Tuesday and Thursday afternoons and we have about 10 – 20 youths dropping in each time.

YGOS ran a mentor training program on 19 Jan 2023 and we had 7 volunteers from PPC joining including Elder Lau and Elder Anthony. The plan is for the mentors to meet up with their mentees every last Thursday of the month.

There are now 10 youths in the mentoring programme. Mentors had facilitated the sharing on the topic of 'Success', 'Happiness' and 'Purpose', followed by their personal life story in the hope of instilling positive values to the mentees.

YGOS has also began their mobile night outreach using PCC as their base and going to various locations in Jurong on Wednesday and Friday nights engaging youths. In the past 6 months, they have reached out to 120 youths in Jurong East and Taman Jurong vicinity.



GOS Community Based Instruction

Grace Orchard School (GOS) approached PCC to explore the possibility of letting them use our classrooms for their pilot Community Based Instruction (CBI) learning.

The first class was held on 24 Mar in PCC. Altogether there were 12 students from a senior class led by teacher in-charge Ms. Saw Peh Ping. The second batch of 17 students also commenced class on 4 Mar.

Ms Esther Kwan, Principal and Mr Neo Beng Seng, Vice-Principal of Grace Orchard School together with Elder Chye Kee met Mr Xie Yao Quan, MP of Jurong Central on the 8 Mar evening. Mr Xie expressed his support for CBI and will look into getting shop owners and hawkers on-board as community partners.

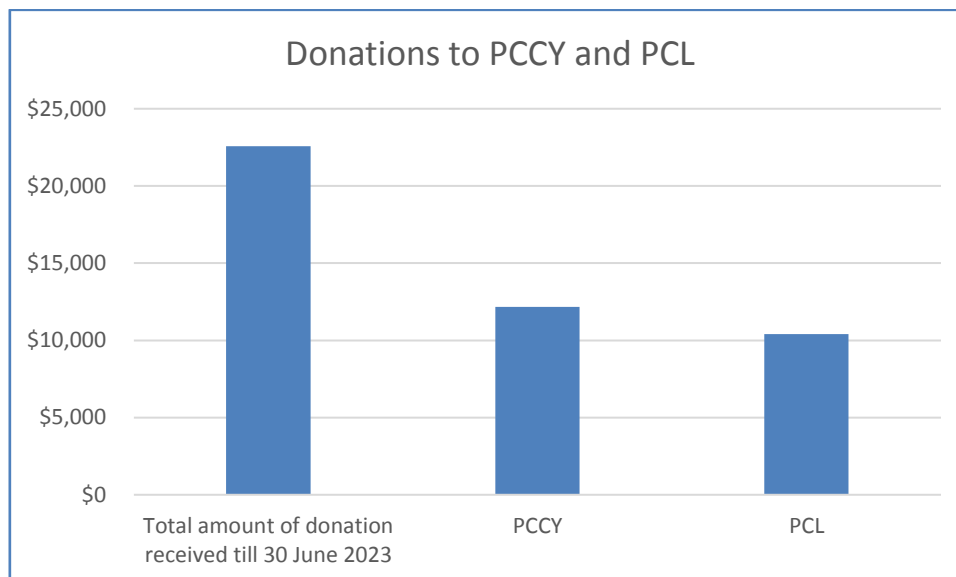


Donations

Total amount of donation received from 1 July 2022 till 30 June 2023: \$22,571

Total donation received by PCCY: \$12,171

Total donation received by PCL: \$10,400



For PCL, there was a donation of \$10,000 from an individual donor from PPC Orchard Rd. As for PCCY, most of the donations were received from online donation platform Giving.sg.

Corporate Donation

We received a cheque donation of \$3200 for **Celebrate Birthday with Family** program in February 2023 from a corporate donor who wished to remain anonymous. This same corporate donor has funded this programme for the last 3 years.

Online Donation

We have set up a new donation page on our website at www.pcl.org.sg/donate giving donors the convenience of donating online via PayNow or Interbank transfer. However donors who require tax deduction are encouraged to give through PCS's donation page.

The Year Ahead

Charity's future plans

1. Closer Partnership with SSO@Jurong

This year we worked with SSO to run the following for children from low-income families:

- STEM workshop on 10 Jun 2023
- National Family Week goodie bags
- Digital workshop by HCJC students on 25 Nov 2023
- Christmas Children Carnival @ Spore Expo on 17 Dec 2023

SSO also helped to arrange a meeting with JPS and YGOS to explore the possibility for collaboration on 4 Oct 2023. In 2024, we will explore with SSO how to better support children and families staying in rental blocks.

2. Enhancing Students' Experience in PCC

We wish to enhance the experience of all the students that come to PCC. We intend to do this by:

- Interviews with students to find out what they like about PCC.
- Enhance students' social-emotional competencies through workshops or holiday camps.
- Linking our P4-S4 students to YGOS and vice versa.
- "Sponsor A Child" program – to link donors to children from low-income families. Donors can give the children hope for a brighter future and inspire them to uplift themselves.

Fund-raising plans for the following year

- We have set up an online Donation page in our website <https://pcl.org.sg/donate>. Donors can now conveniently choose to donate to us via PayNow or interbank transfer.
- There is no plan yet to fundraise next year.



Governance

Role of the Governing Board

The Board's role is to provide strategic direction and oversight of Providence Care Ltd's programmes and objectives and to steer the charity towards fulfilling its vision and mission through good governance. As part of its role, the following matters require Board's approval:

- Approve budget for the financial year and monitor expenditure against budget;
- Review and approve monthly financial statements;
- Regularly monitor the progress of the charity's programmes.

Disclosure of Remuneration and Benefits received by Board Members

No Board members are remunerated for their Board services in the financial year.

Disclosure of Remuneration of three highest paid staff

None of the charity's staff receives more than \$100,000 in annual remuneration each.

The charity has no paid staff, who are close members of the family of the Executive Head or Board members, who each receives total remuneration of more than \$50,000 during the year.

Conflict of Interest Policy

All Board members and staff are required to comply with the charity’s conflict of interest policy.

The Board has put in place documented procedures for Board members and staff to declare actual or potential conflicts of interests on a regular and need-to basis.

Board members also abstain and do not participate in decision-making on matters where they have a conflict of interest.

Whistle-blowing Policy

Our charity has in place, a whistle-blowing policy to address concerns about possible wrong-doing or improprieties in financial or other matters within the charity.



**FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30 JUNE 2023**

PROVIDENCE CARE LIMITED
(Co. Reg. No. 200710144K)

FINANCIAL STATEMENTS
**FOR THE FINANCIAL YEAR ENDED
30 JUNE 2023**

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PROVIDENCE CARE LIMITED

(A company limited by guarantee and not having a share capital)

DIRECTORS' STATEMENT

The directors are pleased to present their statement to the members together with the audited financial statements of the Company for the financial year ended 30 June 2023.

In the opinion of the directors:

- (i) the financial statements as set out on pages 5 to 15 are properly drawn up so as to give a true and fair view of the financial position of the Company as at 30 June 2023 and of the financial performance, changes in general fund and cash flows of the Company for the financial year then ended in accordance with the provisions of the Companies Act 1967, Charities Act 1994 and other relevant regulations and Financial Reporting Standards in Singapore; and
- (ii) at the date of this statement, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they fall due.

Directors

The directors in office at the date of this statement are:

Lim Chye Kee
Theng Cheow Soon
Woon Bee Chai
Chua Homg

Arrangements to enable directors to acquire benefits

Neither at the end of nor at any time during the financial year was the Company a party to any arrangement whose objects are, or one of whose objects is, to enable the directors of the Company to acquire benefits by means of the acquisition of shares in or debentures of the Company or any other body corporate.

Other matters

As the Company is limited by guarantee and does not have a share capital, matters relating to the issue of shares, debenture, dividends or share options are not applicable.

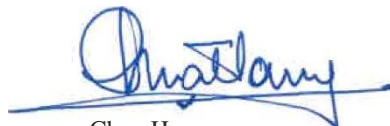
Independent auditor

The independent auditor, Baker Tilly TFW LLP, has expressed its willingness to accept re-appointment.

On behalf of the directors



Lim Chye Kee
Chairman



Chua Homg
Honorary Treasurer

22 September 2023

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
PROVIDENCE CARE LIMITED**

(A company limited by guarantee and not having a share capital)

Report on the Audit of the Financial Statements***Opinion***

We have audited the accompanying financial statements of Providence Care Limited (the "Company") as set out on pages 5 to 15, which comprise the statement of financial position as at 30 June 2023, and the statement of financial activities 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 accompanying financial statements are properly drawn up in accordance with the provisions of the Companies Act 1967 ("the "Act"), Charities Act 1994 and other relevant regulations (the "Charities Act and Regulations") and Financial Reporting Standards in Singapore ("FRSs") so as to give a true and fair view of the financial position of the Company as at 30 June 2023 and of the financial performance, changes in general fund and cash flows of the Company for the year ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Company in accordance with the Accounting and Corporate Regulatory Authority (ACRA) *Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities* (ACRA Code) together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the Directors' Statement as set out on page 1.

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, 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 AUDITOR'S REPORT TO THE MEMBERS OF PROVIDENCE CARE LIMITED (cont'd)

(A company limited by guarantee and not having a share capital)

Report on the Audit of the Financial Statements (cont'd)

Responsibilities of Management and Directors for the Financial Statements

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with the provisions of the Act, Charities Act and Regulations and FRSs, and for devising and maintaining a system of internal accounting controls sufficient to provide a reasonable assurance that assets are safeguarded against loss from unauthorised use or disposition; and transactions are properly authorised and that they are recorded as necessary to permit the preparation of true and fair financial statements and to maintain accountability of assets.

In preparing the financial statements, management is responsible for assessing the Company'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 management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

The directors' responsibilities include overseeing the Company's financial reporting process.

Auditor's 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 auditor's 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 SSAs 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 SSAs, we exercise professional judgement and maintain professional scepticism 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PROVIDENCE
CARE LIMITED (cont'd)**

(A company limited by guarantee and not having a share capital)

Report on the Audit of the Financial Statements (cont'd)

Auditor's Responsibilities for the Audit of the Financial Statements (cont'd)

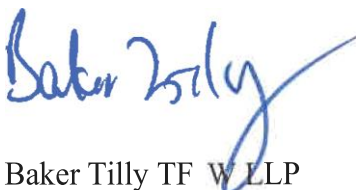
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the Company 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 the directors 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.

Report on Other Legal and Regulatory Requirements

In our opinion, the accounting and other records required by the Act to be kept by the Company have been properly kept in accordance with the provisions of the Act.

During the course of our audit, nothing has come to our attention that causes us to believe that during the financial year, the Company has not complied with the requirements of Regulation 7 of the Charities (Fund-Raising Appeals for Local and Foreign Charitable Purposes) Regulations 2012. The Company did not hold any fund-raising appeal during the financial year.



Baker Tilly TF W LLP
Public Accountants and
Chartered Accountants
Singapore

22 September 2023

PROVIDENCE CARE LIMITED
(A company limited by guarantee and not having a share capital)

STATEMENT OF FINANCIAL ACTIVITIES
For the financial year ended 30 June 2023

	Note	2023 \$	2022 \$
Income			
Contributions from Providence Presbyterian Church		200,000	50,000
Government grants		11,570	10,580
Voluntary donations		10,400	23,699
		221,970	84,279
Less expenditure			
Contributions to Providence Care Centre		200,000	50,000
Depreciation of plant and equipment	3	623	416
Rental of premises		2,231	1,850
Staff salaries and related costs		9,517	8,693
Employer's CPF contribution for staff		1,538	1,465
Other expenses		16,062	20,731
		229,971	83,155
(Deficit)/surplus for the financial year		(8,001)	1,124
General fund at beginning of financial year		42,880	41,756
General fund at end of financial year		34,879	42,880

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

PROVIDENCE CARE LIMITED
(A company limited by guarantee and not having a share capital)

STATEMENT OF FINANCIAL POSITION
As at 30 June 2023

	Note	2023 \$	2022 \$
Non-current asset			
Plant and equipment	3	2,077	2,700
Current assets			
Other receivables	4	11,354	10,779
Cash and cash equivalents		27,177	34,348
		38,531	45,127
Total assets		40,608	47,827
Current liabilities			
Accruals		5,729	4,947
Net assets		34,879	42,880
General fund		34,879	42,880

The accompanying notes form an integral part of these financial

PROVIDENCE CARE LIMITED
(A company limited by guarantee and not having a share capital)

STATEMENT OF CASH FLOWS
For the financial year ended 30 June 2023

	2023	2022
	\$	\$
Cash flows from operating activities (Deficit)/surplus for the financial year	(8,001)	1,124
Adjustment for:		
Depreciation of plant and equipment	623	416
Operating cash flows before working capital change	(7,378)	1,540
Receivables	(575)	7,597
Payables	782	(990)
Net cash (used in)/generated from operating activities	(7,171)	8,147
Cash flows from investing activity Purchase of plant and equipment, represent net cash used in investing activity		(3,116)
Net (decrease)/increase in cash and cash equivalents	(7,171)	5,031
Cash and cash equivalents at the beginning of the financial year	34,348	29,317
Cash and cash equivalents at the end of the financial year	27,177	34,348

The accompanying notes form an integral part of these financial

**GOVERNANCE EVALUATION CHECKLIST
FOR THE FINANCIAL YEAR ENDED
30 JUNE 2023**

S/N	Code Description	Code ID	Compliance
1	Induction and orientation are provided to incoming governing board members upon joining the Board.	1.1.2	Complied
2	Are there governing board members holding staff* appointments?		No
5	The Treasurer of the charity (or any person holding an equivalent position in the charity, e.g. Finance Committee Chairman or a governing board member responsible for overseeing the finances of the charity) can only serve a maximum of 4 consecutive years. If the charity has not appointed any governing board member to oversee its finances, it will be presumed that the Chairman oversees the finances of the charity.	1.1.7	Complied
6	All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years.	1.1.8	Complied
7	There are documented terms of reference for the Board and each of its committees.	1.2.1	Complied
8	There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	2.1	Complied
9	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied
10	The Board periodically reviews and approves the strategic plan for the charity to ensure that the charity's activities are in line with the charity's objectives.	3.2.2	Complied
11	The Board approves documented human resource policies for staff.	5.1	Complied
12	There is a documented Code of Conduct for governing board members, staff and volunteers (where applicable) which is approved by the Board.	5.3	Complied
13	There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied
14	There is a documented policy to seek the Board's approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity's core charitable programmes.	6.1.1	Complied
15	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Complied
16	The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied
17	The Board ensures that there is a process to identify, and regularly monitor and review the charity's key risks.	6.1.4	Complied
18	The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	6.2.1	Complied
19	Does the charity invest its reserves (e.g. in fixed deposits)?		No
21	Did the charity receive cash donations (solicited or unsolicited) during the financial year?		Yes
22	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied
23	Did the charity receive donations in kind during the financial year?		No

25	The charity discloses in its annual report - (a) the number of Board meetings in the financial year; and (b) the attendance of every governing board member at those meetings.	8.2	Complied
26	Are governing board members remunerated for their services to the Board?		No
29	Does the charity employ paid staff?		Yes
30	No staff is involved in setting his own remuneration.	2.2	Complied
31	The charity discloses in its annual report - (a) the total annual remuneration for each of its 3 highest paid staff who each has received remuneration (including remuneration received from the charity's subsidiaries) exceeding \$100,000 during the financial year; and (b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.	8.4	Complied