

ANNUAL REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024



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, mentoring and mobile outreach to youths 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 Honorable guests, parents, dedicated tutors, and our radiant graduates,

Today, we gather to celebrate a special occasion – the PCC Graduation Ceremony. This isn't just a celebration of academic achievements, but a testament to the spirit of our students and the unwavering support of our community.

PCC's mission has always been to journey alongside our students, not just to guide them towards academic excellence, but to celebrate every small victory along the way. We believe in the power of education to transform lives, and we're humbled to be a part of your journey.



We extend our heartfelt gratitude to the parents who have entrusted us with their children's education. Your support and encouragement have been our motivation. To our dedicated tutors, your passion, patience, and commitment have inspired our students to reach new heights.

As we commemorate this milestone, let us remember that the true essence of education lies not just in the knowledge gained, but in the character developed. May our graduates carry with them the values of determination, resilience, and a lifelong love for learning.

Congratulations, once again, to our esteemed graduates! May your future be filled with boundless opportunities and success.

Warm regards,

Lim Chye Kee
Board Chairman for FY 2023/2024

Message by Chairman is extracted from Graduation ceremony on 9 Nov 2024

Leadership

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

The charity is 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
Woon Bee Chai	Board Member	22/9/2020	Headhunter		2/2

Staff Team:

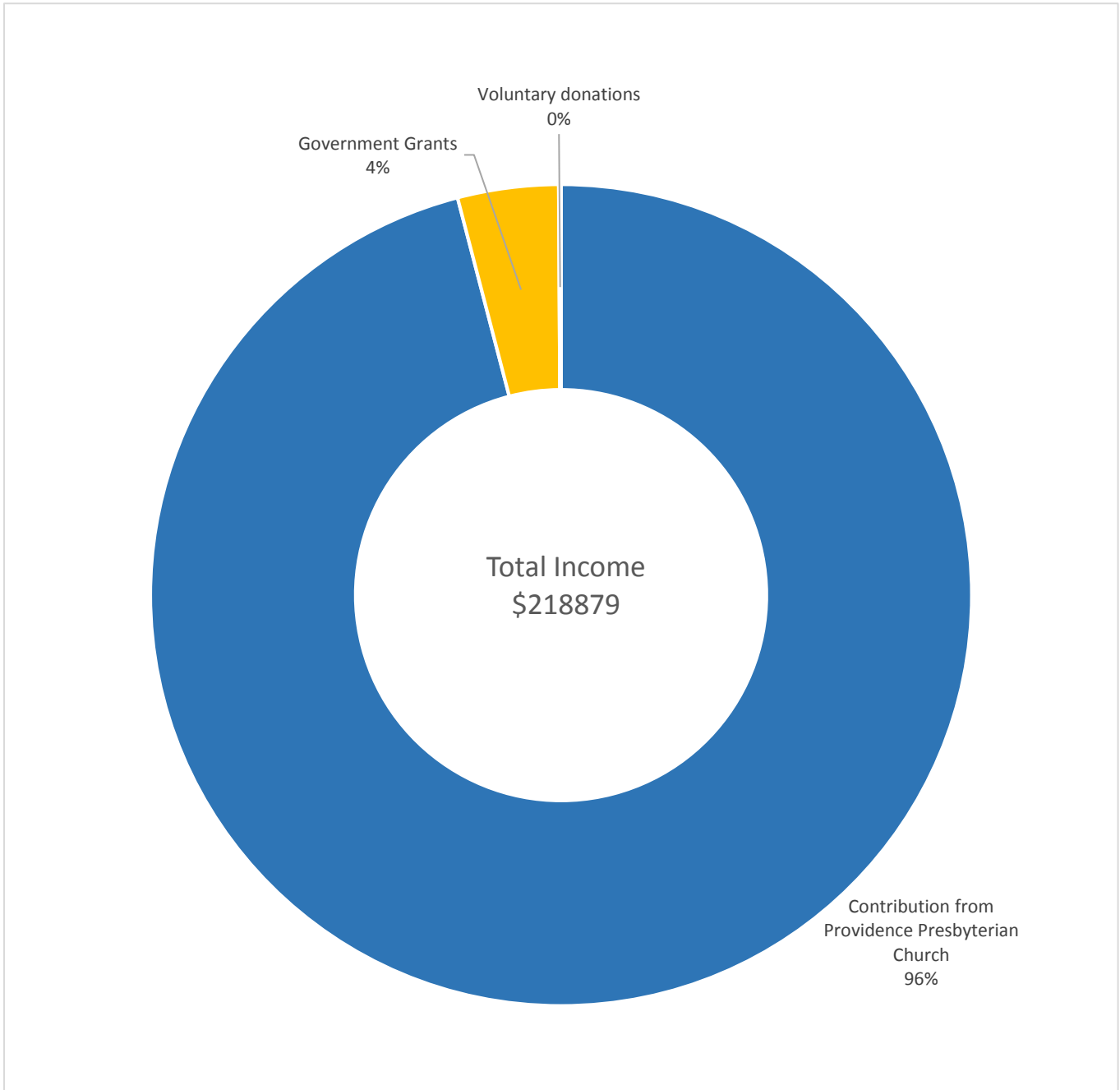
Peter Quek
Centre Manager
Appointed to position since May 2021

Sophia Wong
Senior Finance Executive

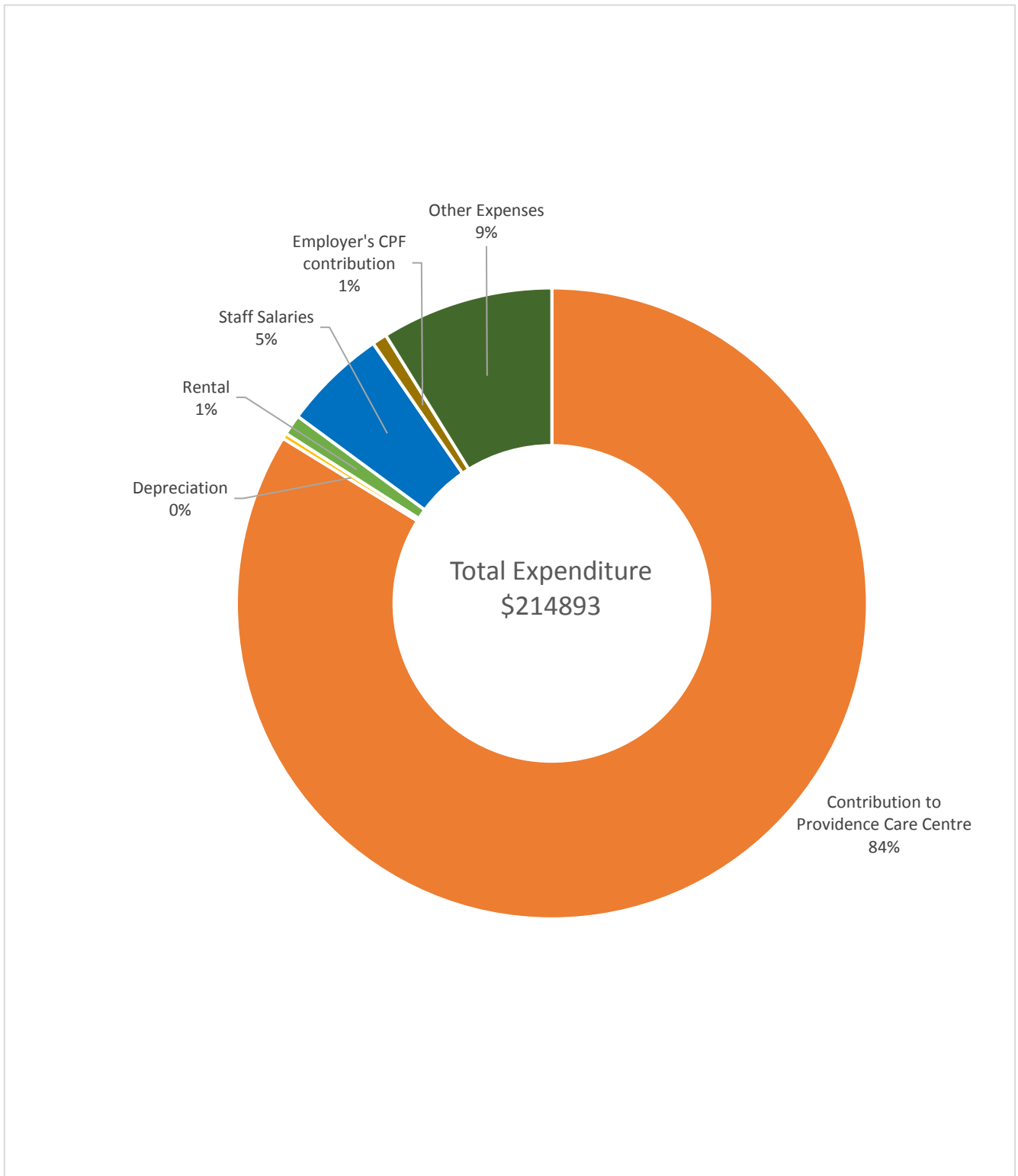
Savra Pong
Programme Executive

Highlights of the Year

Summary Financial Performance



Summary Financial Performance



PCC's Impact 2014 -2024

2238
children benefited



604
Tuition



* 247 on FA

230
Music



* 2 on FA

1404
Enrichment



152
Parents benefited



79
Talks



73
Ladies Grooming



Our Work: Programmes and Activities

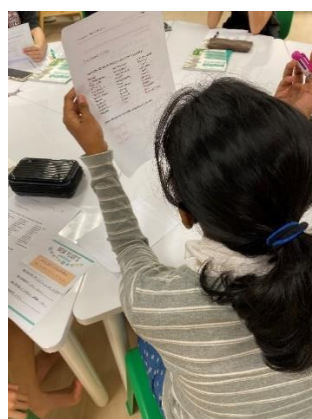
Introduction

**Train up a child in the way he should go: and when he is old, he will not depart from it.
Proverbs 22:6**

PCL board had a discussion end of last year on how to improve our tuition services. To help our students in the best possible holistic way, we decided on the following 3 actions for this year:

1. We will continue with helping our students with academic tuition and also introduce social-emotional lessons to help build their social emotional competencies.
2. For those who need more help academically, we want to look into the possibility of giving them one-to-one tuition.
3. We will require all tutors to look at their subjects they are teaching and come out with a whole year syllabus/schedule.

Tuition classes started on 6 Jan 2024. Since it was the start of a new academic year, we had the tutors do some social-emotional activities with the students. The students played the Values Games and were also asked to reflect and write down their new year's resolution which we will keep and review with them at the end of the year.



Tuition Classes

The number of tuition students at PCC as at the start of 2024 is as follows:

Level	2024	2023	2022	2021
P1	3	4	4	0
P2	7	7	2	5
P3	10	6	4	6
P4	10	9	11	7
P5	7	9	7	5
P6	11	14	8	9
S1	9	9	7	6
S2	6	7	4	8
S3	7	5	6	5
S4	5	8	5	4
Total	75	78	58	55

This year we started another new class – P3 Chinese class. For Chinese tuition classes we are now running for P2, P3, 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			
2024	2023	2022	2021
38	36	21	9

Staying in Rental Blk 373 / 374			
2024	2023	2022	2021
13	16	2	0

Number of students requiring financial assistance in 2024 was 38, a slight increase from 2023 which had 36 students. Number of students staying in rental blocks Blk 373/374 was 13 from 16 in 2023.

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.

This year we also offered free music classes to 2 students from low-income families. Both are secondary 3 boys and one took guitar and another took drums classes. Our hope is children from low-income families can still pursue their interest in music despite their family financial situation.

Music Programmes				
Instrument	2024	2023	2022	2021
Guitar	3 (1 FA)	3	4	3
Keyboard	10	9	11	10
Drums	5 (1 FA)	5	5	6
Total	18	17	20	19



Volunteer instructors Siew Goh(L) and Ada(R) from PPC

Events and Activities

S/N	Event	Description	Month	Venue
1	Outing to Bird Paradise	We brought our students for a full-day tour on 6 Sep 2023 during the September school holidays. In total 40 students, 3 parents and 2 staff went for the outing.	Sep 2023	Bird Paradise
2	Encouragement Gift Packs	Similar to last year, every student in PCC received a gift pack on 16 Sep 2023 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. The gift pack contained items such as stationeries and healthy snacks plus an encouragement note from the volunteers.	Sep 2023	PCC
3	Graduation Ceremony	We held our Graduation Ceremony again this year on a Saturday morning, 11 November 2023. 3 students from music keyboard class gave a musical performance. Then it was a fun Science magic show by P6 Science class. Corrine Leong from P6 gave a heartfelt testimony on how PCC had helped her in her PSLE preparation. It was followed by prize presentation and a buffet tea reception.	Nov 2023	PCC
4	PPC Carnival	Providence Presbyterian Church organised a church-wide carnival on 18 Nov 2023. The theme for the carnival was "Love in Action" and students and parents from PCC were invited to join in. Altogether 20 students, 10 parents, 10 youths and 4 staff participated in the Carnival.	Nov 2023	Grace Orchard School
5	Digital Workshop	SSO Jurong together with student volunteers from HCJC conducted a digital workshop for 10 students from our centre. Topics such as dangers to look out for when surfing the internet and how to make a presentation using TikTok were covered. Our students enjoyed the session and learnt many new things.	Nov 2023	PCC
6	Robotics & Coding Workshop	This workshop was organised together with SSO Jurong and student volunteers from Hwa Chong Institution. The workshop ran over 2 days on 12 and 14 Mar 2024. Altogether there were 13 of our students who joined the workshop and 4 others from SSO Jurong.	Mar 2024	PCC
7	PPC Children Carnival	PPC ran a children carnival on 16 Mar 2024. It was opened to children 5-12 years old and students and parents from PCC were invited. Altogether 16 students and 9 parents from our centre attended the carnival.	Mar 2024	OR PPC
8	Bird Paradise Outing	We brought our students to visit Bird Paradise on 29 May 2024 during the June school holidays. In total 27 students, 4 volunteers from PPC and 2 staff went for the outing.	May 2024	Bird Paradise
9	Mural Painting	A group of 16 student teachers from the National Institute of Education (NIE) came to PCC to run a mural painting workshop which aimed to shed light on some of the mental struggles that our youths faced. They proceeded to paint a mural on canvas on 30 May together with 5 youths from our centre.	May 2024	PCC
10	Holiday Day Camp	A group of four Sec 4 girls from Nanyang Girls School volunteered to help us run a 2-days Day Camp on 3 & 4 Jun for our students. Altogether 17 students attended the camp.	Jun 2024	PCC
11	Decoupage	5 students, 3 mothers and 1 grandmother signed up for our Parent-Child Decoupage workshop on 15 Jun 2024. The instructor was Esther Sioh who was a volunteer from Providence Presbyterian Church.	Jun 2024	PCC

Youth Work

Mentoring Programme

In the centre's weekly drop-in sessions on Tuesday and Thursday afternoons, YGOS staff and interns engaged an average of 20 students from Jurongville Secondary School, Fu Hua Secondary School and Jurong Primary School.

For the mentoring programme, this year we have 5 volunteer mentors – Lau Cho Cham, Anthony Theng, Mdm Low Siang Hong and Ang Kok Wah all from PPC and Goh Aik Hong who is Mr Theng's relative. Our volunteer mentors facilitated the sharing on the topic of 'Purpose' and 'Friendship' in the hope of instilling positive values to the mentees.

YGOS also brought our youths out for a day at the beach on 14 Jun. It was a fun day and great opportunity to bond with the youths outside of centre.



GOS Community Based Instruction

GOS is back in PCC for their Community Based learning for 2024. The 1st class on held on 8 Feb and there were 12 students from a senior class led by teachers in-charge Mr Toh and Ms Karen Low. Altogether 4 senior classes had their CBI classes in PCC from February till August 2024.



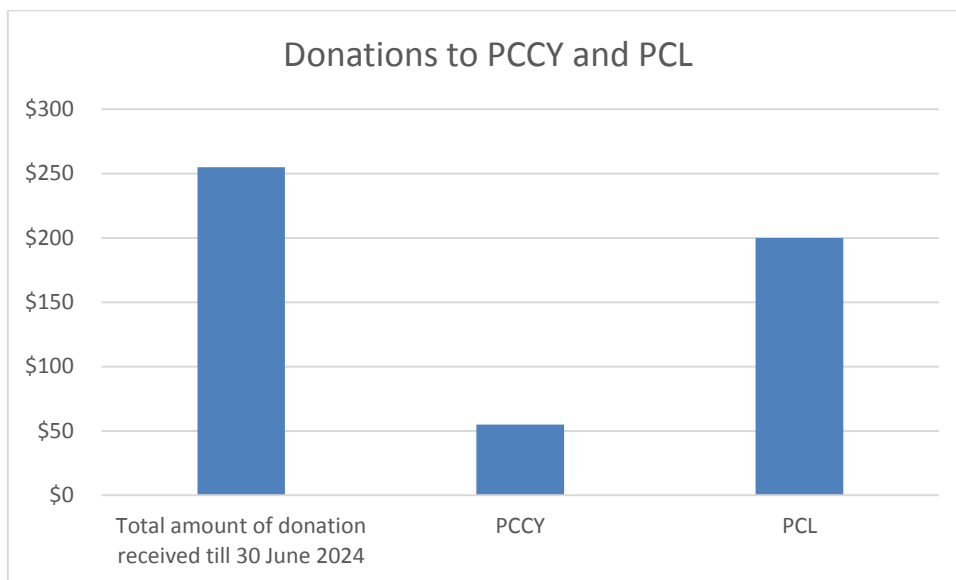
Donations

Total amount of donation received from 1 July 2023 till 30 June 2024: \$255

Total donation received by PCCY: \$55

Total donation received by PCL: \$200

There was no fundraising conducted for this year.



Online Donation

We have set up an online 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:

- Digital workshop by HCI students on 25 Nov 2023
- Christmas Children Carnival @ Spore Expo on 17 Dec 2023
- Robotics & Coding workshop by HCI students on 12 & 14 Mar 2024

The collaboration with SSO and HCI students was very well received by our students and we have requested SSO manager Brandon Ow to explore further with HCI to hold more regular volunteering opportunities in PCC.

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:

- Enhance students' social-emotional competencies through workshops or holiday camps.
- Linking our P4-S4 students to YGOS and vice versa.
- Offer one-to-one tuition to students who need more help with their academic study.

Fund-raising plans for the following year



- PCC will launch "Adopt-a-Student" program in 2025.
- With PCC's *Adopt-a-Student* program, donors can make a lasting impact by supporting students from low-income families or living in rental blocks, helping them overcome financial barriers and excel academically.
- By adopting a student, donors commit to supporting financially each student that is matched to them, covering their tuition and enrichment fees. Additionally, donors will have the opportunity to engage the student, offering guidance, encouragement, and emotional support.

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.

Acknowledgements

Providence Care Ltd would like to express its sincere appreciation to the following organizations and individuals for their invaluable help and contributions towards the work of Providence Care Ltd and her partnership project Providence Care Centre:

Cristofori Music

Housing and Development Board

Ministry of Social & Family Development

National Council of Social Service

People's Association

Presbyterian Community Services

Providence Presbyterian Church

Youth Guidance Outreach Services

Donors & Volunteers and

Our staff for their hard work and dedication



**FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30 JUNE 2024**

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

FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30 JUNE 2024

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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 2024.

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 2024 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.

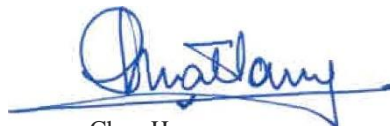
Independent auditor

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

20 September 2024

**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 2024, and the statement of financial activities and statement of cash flows for the year then ended, and notes to the financial statements, including material accounting policy information.

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 2024 and of the financial performance, changes in general fund and cash flows of the Company for the financial 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 obtained at the date of the auditor's report is the Directors' Statement as set out on page 1 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 auditor's 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 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 TFW LLP
Public Accountants and
Chartered Accountants
Singapore

20 September 2024

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 2024

	Note	2024 \$	2023 \$
Income			
Contributions from Providence Presbyterian Church		210,000	200,000
Government grants		8,679	11,570
Voluntary donations		200	10,400
		<hr/> 218,879	221,970
Less expenditure			
Contributions to Providence Care Centre		180,000	200,000
Depreciation of plant and equipment	3	623	623
Rental of premises		2,251	2,231
Staff salaries and related costs		11,425	9,517
Employer's CPF contribution for staff		1,628	1,538
Other expenses		18,966	16,062
		<hr/> 214,893	229,971
Surplus/(deficit) for the financial year		<hr/> 3,986	(8,001)

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 2024

	Note	2024 \$	2023 \$
Non-current asset			
Plant and equipment	3	1,454	2,077
		<hr/>	
Current assets			
Other receivables	4	12,376	11,354
Cash and cash equivalents		31,974	27,177
		<hr/>	
		44,350	38,531
		<hr/>	
Total assets		45,804	40,608
		<hr/>	
Current liabilities			
Accruals		6,939	5,729
		<hr/>	
Net assets		38,865	34,879
		<hr/>	
General fund		38,865	34,879
		<hr/>	

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 GENERAL FUND
For the financial year ended 30 June 2024

	2024	2023
	\$	\$
Balance at beginning of financial year	34,879	42,880
Surplus/(deficit) for the financial year	3,986	(8,001)
Balance at end of financial year	38,865	34,879

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 CASH FLOWS
For the financial year ended 30 June 2024

	2024	2023
	\$	\$
Cash flows from operating activities		
Surplus/(deficit) for the financial year	3,986	(8,001)
Adjustment for:		
Depreciation of plant and equipment	623	623
Operating cash flows before working capital change	4,609	(7,378)
Receivables	(1,022)	(575)
Payables	1,210	782
Net cash generated from/(used in) operating activities	4,797	(7,171)
Net increase/(decrease) in cash and cash equivalents	4,797	(7,171)
Cash and cash equivalents at the beginning of the financial year	27,177	34,348
Cash and cash equivalents at the end of the financial year	31,974	27,177

Cash and cash equivalents represented by bank balance.

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

**GOVERNANCE EVALUATION CHECKLIST
FOR THE FINANCIAL YEAR ENDED
30 JUNE 2024**

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