

SINGAPORE COUNCIL OF WOMEN'S
ORGANISATIONS (SCWO)
SCWO - SERVICE FUND
(FORMERLY KNOWN AS SERVICE FUND)

UNIQUE ENTITY NUMBER: T09CC0010H

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2018

LO HOCK LING & CO

Chartered Accountants Singapore

盧鶴齡會計公司



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SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

STATEMENT BY THE SCWO BOARD

In our opinion, the accompanying financial statements which comprise the statement of financial position (balance sheet) as at 31 January 2018, and the statement of comprehensive income and statement of changes in accumulated funds for the year then ended, and a summary of significant accounting policies and other explanatory notes, are properly drawn up in accordance with the provisions of the Charities Act, Cap. 37 and Singapore Financial Reporting Standards so as to give a true and fair view of the state of affairs of the SCWO - Service Fund as at 31 January 2018 and the results and changes in accumulated funds for the year ended on that date.



Dr June Goh
President



Ms Janet Lim
Honorary Treasurer

Singapore, **21 MAY 2018**

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of SCWO - Service Fund, an integral part of SCWO (the "Association") set out on pages 5 to 23, which comprise the statement of financial position (balance sheet) as at 31 January 2018, and the statement of comprehensive income and statement of changes in accumulated funds 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 Charities Act, Cap. 37 and other relevant regulations (the Charities Act and Regulations) [collectively the "Act"] and Financial Reporting Standards in Singapore ("FRSs") so as to present fairly, in all material respects, the state of affairs of the SCWO - Service Fund as at 31 January 2018 and the results and changes in accumulated funds of the SCWO - Service Fund 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 Association in accordance with the *Accounting and Corporate Regulatory Authority 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 information included in the Statement by the SCWO Board set out on page 1 but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not and will 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 identified above 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 that we 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.

Responsibilities of Management and SCWO Board for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the provisions of the Societies Act, the Charities Act and Regulations and FRSs, and for such internal control as management determines 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, management is responsible for assessing the SCWO - Service Fund'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 SCWO - Service Fund or to cease operations, or has no realistic alternative but to do so.

The SCWO Board is responsible for overseeing the SCWO - Service Fund's financial reporting process.

Continued

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 SCWO - Service Fund's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- 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 SCWO - Service Fund'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 SCWO - Service Fund 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 SCWO Board 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,

- (a) the accounting and other records required to be kept by the Association (in respect of SCWO – Service Fund) have been properly kept in accordance with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations; and
- (b) during the financial year, the Association did not conduct any fund-raising appeal in respect of SCWO – Service Fund for which proper accounts and other records of fund-raising appeal are required to be maintained in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act.

Continued

Report on Other Legal and Regulatory Requirements (continued)

During the course of our audit, nothing has come to our attention that causes us to believe that during the year:

- (i) the use of the donation moneys was not in accordance with the objectives of the SCWO - Service Fund as required under Regulation 11 of the Charities (Institutions of a Public Character) Regulations; and
- (ii) the SCWO - Service Fund has not complied with the requirements of Regulation 15 (Fund-raising expenses) of the Charities (Institutions of a Public Character) Regulations.



LO HOCK LING & CO.
PUBLIC ACCOUNTANTS AND
CHARTERED ACCOUNTANTS SINGAPORE

Singapore, 21 MAY 2018

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

Statement of Comprehensive Income
for the year ended 31 January 2018

	<u>Notes</u>	<u>2018</u>	<u>2017</u>
		\$	\$
<u>INCOME</u>			
Bank interest		819	1,170
BoardAgender	3	13,340	51,294
Donations			
- non-tax deductible		68,340	100,729
- tax deductible		146,745	139,319
Grants and subsidies	4	130,575	55,882
Income from Thriftshop		85,327	90,000
IT Hub	5	4,455	5,800
Sundry income		2,046	1,520
Women's Register	6	975	610
		452,622	446,324
<u>EXPENSES</u>			
Auditors' remuneration		3,745	3,210
Bank charges		433	86
BoardAgender expenses	3	4,000	38,254
Contract services		11,549	6,593
Depreciation on property, plant and equipment	11	1,332	-
Employee benefits expense	7	214,534	180,881
General expenses		719	952
Insurance		1,971	1,773
International meeting		1,155	-
International Women's Day event expenses	8	73,370	74,039
IT Hub expenses	5	2,960	3,108
Maintenance Support Central expenses	9	133,138	162,074
Medical expenses		1,732	1,400
Postage and courier		50	-
Printing and stationery		1,893	1,500
Property, plant and equipment written off		-	1,495
Refreshments		182	203
Rental of office equipment		2,746	2,996
Rental of premises	12	30,000	30,000
Repairs and maintenance		10,078	9,028
Research		832	178
Singapore Women's Hall of Fame expenses	10	9,968	45,439
Skills development levy		407	372
Transport		2	37
Utilities		10,340	13,250
Women's Register expenses	6	705	475
		517,841	577,343
Deficit for the year		(65,219)	(131,019)
<u>Other Comprehensive Income</u>			
Other comprehensive income, net of tax		-	-
Total comprehensive loss for the year		(65,219)	(131,019)

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

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

Statement of Comprehensive Income
for the year ended 31 January 2018 (continued)

	<u>Notes</u>	<u>2018</u>	<u>2017</u>
Total comprehensive loss attributable to:		\$	\$
<u>Unrestricted funds</u>			
Service Fund General Reserves	15	(63,331)	(59,026)
<u>Restricted funds</u>			
Maintenance Support Central Fund	9 & 15	<u>(1,888)</u>	<u>(71,993)</u>
Total comprehensive loss for the year		<u>(65,219)</u>	<u>(131,019)</u>

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

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

Statement of Financial Position as at 31 January 2018

	<u>Notes</u>	<u>2018</u>	<u>2017</u>
		\$	\$
<u>ASSETS</u>			
<u>Non-Current Asset</u>			
Property, plant and equipment	11	18,266	17,936
		18,266	17,936
<u>Current Assets</u>			
Other receivables	13	49,482	24,729
Fixed deposits with a financial institution	14	100,503	308,070
Cash and bank balances		307,975	185,990
		457,960	518,789
Total Assets		476,226	536,725
<u>FUNDS AND LIABILITIES</u>			
<u>Accumulated Funds</u>			
<u>Unrestricted Fund</u>			
Service Fund General Reserves	15	29,099	92,430
<u>Restricted Fund</u>			
Maintenance Support Central Fund	15	235,156	237,044
Total Funds		264,255	329,474
<u>Current Liabilities</u>			
Other payables	16	54,042	44,624
Income received in advance	17	39,435	46,715
Deferred grants	18	118,494	115,912
		211,971	207,251
Total Funds and Liabilities		476,226	536,725

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

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

Statement of Changes in Accumulated Funds
for the year ended 31 January 2018

	<u>Unrestricted Fund</u>	<u>Restricted Fund</u>	
	<u>Service Fund General Reserves</u>	<u>Maintenance Support Central Fund</u>	<u>Accumulated Funds</u>
	\$	\$	\$
Balance as at 1 February 2016	151,456	309,037	460,493
Deficit for the year, representing total comprehensive loss for the year	<u>(59,026)</u>	<u>(71,993)</u>	<u>(131,019)</u>
Balance as at 31 January 2017	92,430	237,044	329,474
Deficit for the year, representing total comprehensive loss for the year	<u>(63,331)</u>	<u>(1,888)</u>	<u>(65,219)</u>
Balance as at 31 January 2018	<u>29,099</u>	<u>235,156</u>	<u>264,255</u>

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

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

NOTES TO THE FINANCIAL STATEMENTS - 31 January 2018

The following notes form an integral part of and should be read in conjunction with the accompanying financial statements.

1. GENERAL INFORMATION

- (a) The SCWO - Service Fund is a charity registered under the Charities Act Cap.37 and an Institution of a Public Character. It is an integral part of the Singapore Council of Women's Organisations ("Association"), an association registered under the Societies Act, Cap. 311. Its registered office is located at 96 Waterloo Street Singapore 187967.
- (b) The SCWO - Service Fund was set up to promote and improve the status of women in all fields, in particular, education, economics, social welfare and community involvement, culture and sports.
- (c) Maintenance Support Central (the "MSC") is an initiative by the Singapore Council of Women's Organisations (SCWO) and operates under the SCWO - Service Fund. It is a one-stop drop-in centre that provides support and assistance to improve the enforcement of maintenance orders relating to Family Law matters.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

The Association presents its financial statements in Singapore dollars ("S\$"), which is also its functional currency.

These financial statements are prepared in accordance with the historical cost convention except as disclosed in the accounting policies below, and comply with Singapore Financial Reporting Standards ("FRSs"), including related Interpretations promulgated by the Accounting Standards Council.

As these financial statements are in respect of SCWO - Service Fund only, the statement of cash flows in accordance with FRS 7 Statement of Cash Flows has not been prepared. Separately, the Association has prepared combined financial statements incorporating the results of all operating segments of SCWO, including the SCWO - Service Fund, which presents a statement of cash flows of the Association as a whole.

During the financial year, the Association adopted all the applicable new/revised FRSs which are effective on or before 1 February 2017.

The adoption of these new/revised FRSs did not have any material effect on the Association's financial statements and did not result in substantial changes to the Association's accounting policies.

(b) Significant Accounting Estimates and Judgments

Estimates, assumptions concerning the future and judgments are made in the preparation of the financial statements. They affect the application of the Association's accounting policies, reported amounts of assets, liabilities, income and expenses, and disclosures made. They are assessed on an ongoing basis and are based on experience and relevant factors, including expectations of future events that are believed to be reasonable under the circumstances.

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(b) Significant Accounting Estimates and Judgments (continued)

(A) *Key sources of estimation uncertainty*

The key assumptions concerning the future and other key sources of estimation uncertainty at the balance sheet date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Depreciation on Property, Plant and Equipment

The costs of property, plant and equipment are depreciated on a straight line basis over their estimated useful lives. Management's estimates of the useful lives of these property, plant and equipment are disclosed in note 2(h). Changes in the expected usage and technological developments could impact the economic useful lives and the residual values of these assets. Therefore, future depreciation charges could be revised. The carrying amount of property, plant and equipment and the depreciation charge for the year are disclosed in note 11 to the financial statements.

(B) *Critical judgments made in applying accounting policies*

In the process of applying the Association's accounting policies, the management has made certain judgments, apart from those involving estimations, which have significant effect on the amounts recognised in the financial statements.

Impairment of Non-Financial Assets

The carrying amounts of the Association's non-financial assets subject to impairment are reviewed at each balance sheet date to determine whether there is any indication of impairment. If such indication exists, the asset's recoverable amount is estimated based on the higher of the value in use and the asset's fair value less cost of disposal. Estimating the value in use requires the Association to make an estimate of the expected future cash flows from the continuing use of the assets and also to choose a suitable discount rate in order to calculate the present value of those cash flows.

(c) FRSs issued but not yet effective

The Association has not applied any new FRS that has been issued but is not yet effective. The board plans to adopt these FRSs in the financial year commencing on or after their respective effective dates.

The new FRS issued but is not yet effective that is relevant to the Association's financial statements is as follows:

<u>New FRS relevant to the Association's financial statements:</u>	<u>Effective for annual period beginning on or after</u>
FRS 116 Leases	1 January 2019

The nature of the impending changes in accounting policy on adoption of the above new FRS is described below.

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(c) FRS issued but not yet effective (continued)

FRS 116 Leases

FRS 116, which replaces *FRS 17 Leases* and the related Interpretations when it becomes effective, requires lessees to recognise most leases on the balance sheet to reflect the rights to use the leased assets and the associated obligations for lease payments as well as the corresponding interest expense and depreciation charges. The standard includes two recognition exemptions for lessees - short-term leases and leases of 'low value' assets.

Lessor accounting requirements under FRS 116 are substantially the same as the current FRS 17. A lessor continues to classify its leases as either operating leases or finance leases, and to account for those two types of leases differently.

Potential impact on financial statements

FRS 116 requires a lessee to apply this Standard retrospectively in accordance with the requirements of the Standard on its effective date on 1 January 2019 when the Standard becomes effective for the Association.

Based on preliminary assessment of the Association's existing operating lease arrangements as a lessee, the board expects all of the operating leases to be recognised as right-of-use assets with corresponding lease liabilities under the new Standard.

(d) Revenue Recognition

- (i) Government grants are recognised as income when there is reasonable assurance that the conditions attached to the grants will be complied and the grants will be received.
- (ii) Donations and sponsorship income are recognised in profit or loss upon receipt. Donations and contributions received in connection with events held are matched against the respective event expenditure.
- (iii) Membership subscriptions are recognised when due and received.
- (iv) Income from thriftshop is recognised upon the transfer of rewards of ownership of the goods to the customer, which generally coincides with the delivery and acceptance of the goods sold.
- (v) Fees for courses/events are recognised when services are rendered/consumed.
- (vi) Interest income is recognised on a time-proportion basis, using the effective interest method, unless collectibility is in doubt.

(e) Fund Accounting

Monies received for specific purposes are credited directly to the respective fund accounts. Income and expenditure relating to specific funds are accounted for directly in the funds to which they relate. Assets and liabilities of the specific funds are pooled in the balance sheet.

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) Employee Benefits

(i) *Defined Contribution Plans*

The Association makes contributions to the state provident fund (Central Provident Fund). Such contributions are recognised as compensation expenses in the same period as the employment that gave rise to the contributions.

(ii) *Short-term Compensated Absences*

Employee entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated liability for employee entitlements to annual leave as a result of services rendered by employees up to the balance sheet date.

(g) Income Taxes

As a registered charity under the Charities Act, Cap. 37, the income of SCWO - Service Fund is exempt from tax under Section 13(1)(zm) of the Income Tax Act, Cap. 134.

(h) Property, Plant and Equipment

All items of property, plant and equipment are initially recorded at cost. The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits associated with the item will flow to the Association and the cost of the item can be measured reliably.

Property, plant and equipment are stated at cost less accumulated depreciation and impairment loss, if any.

Any estimated costs of dismantling and removing the property, plant and equipment and reinstating the site to its original condition (reinstatement costs) are capitalised as part of the cost of the property, plant and equipment.

Depreciation is calculated on the straight line basis so as to write off the cost, less the residual value, of the assets over their estimated useful lives. The annual rates of depreciation are as follows:

Office equipment, furniture and fittings	10 years
Computers	3 years
Air-conditioners	3 years

Fully depreciated assets are retained in the financial statements until they are no longer in use.

The residual values, useful lives and depreciation methods of property, plant and equipment are reviewed and adjusted as appropriate, at each financial year-end.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item, and shall be included in profit or loss when the item is derecognised.

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(i) Impairment of Non-Financial Assets

The carrying amounts of the Association's non-financial assets subject to impairment are reviewed at each balance sheet date to determine whether there is any indication of impairment. If such indication exists, the asset's recoverable amount is estimated. An impairment loss is recognised whenever the carrying amount of an asset exceeds its recoverable amount. The recoverable amount is the greater of the asset's fair value less cost of disposal and its value in use. The value in use is the present value of estimated future cash flows expected to arise from the continuing use of the asset and from its disposal at the end of its useful life.

An impairment loss on a non-revalued asset is recognised in profit or loss. An impairment loss on a revalued asset is recognised in other comprehensive income to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same asset. An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount or when there is an indication that the impairment loss recognised for the asset no longer exists or decreases. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined if no impairment loss had been recognised.

(j) Receivables

Financial assets are recognised when the Association becomes a party to the contractual provisions of the financial instrument. Financial assets are derecognised when the rights to receive cash flows for the assets have ceased or expired.

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less allowance for impairment. Receivables with a short duration are not discounted.

When there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables, an impairment loss is recognised. The amount of the impairment loss is measured as the difference between the carrying value of the receivable and the present value of the estimated future cash flows discounted at the original effective interest rate. The carrying amount of the receivable is reduced directly or through the use of an allowance account. The amount of the loss is recognised in profit or loss.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss shall be reversed either directly or by adjusting an allowance account. The amount of the reversal shall be recognised in profit or loss.

(k) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and cash with banks that are subject to an insignificant risk of changes in value. Cash equivalents are stated at amounts at which they are convertible into cash.

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(l) Payables

Financial liabilities are recognised on the balance sheet when the Association becomes a party to the contractual provisions of the financial instrument.

Payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method. Payables with a short duration are not discounted.

A financial liability is derecognised when the obligation under the liability is extinguished. For financial liabilities other than derivatives, gains and losses are recognised in profit or loss when the liabilities are derecognised, and through the amortisation process.

(m) Provisions

Provisions are recognised when the Association has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and a reliable estimate of the amount can be made.

3. BOARDAGENDER

	<u>2018</u>	<u>2017</u>
	\$	\$
Membership fees received	13,000	13,500
Event income	340	2,160
Sponsorship	-	35,634
	13,340	51,294
Less: Expenses		
Event expenses	3,131	37,302
IT website expenses	173	400
Postages and courier	-	46
Printing and stationery	164	-
Refreshments	185	208
Transport	186	114
ENETS Transaction fee	161	184
	4,000	38,254
Surplus for the year	9,340	13,040

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

4. GRANTS AND SUBSIDIES

	<u>2018</u>	<u>2017</u>
	\$	\$
<u>Grants for Maintenance Support Central (MSC)</u>		
Tote Board Social Service Fund grant [note 18(d)]	108,229	48,881
Other grants and subsidies	1,200	505
Total grants and subsidies for MSC (note 9)	109,429	49,386
<u>Grants for SCWO - Service Fund</u>		
Ministry of Social and Family Development ("MSF") Care and Share grant [note 18(a)]	21,146	6,496
	<u>130,575</u>	<u>55,882</u>

5. IT HUB

	<u>2018</u>	<u>2017</u>
	\$	\$
IT membership subscriptions	1,300	1,350
IT course fees	1,875	4,450
Room booking fees	1,280	-
	4,455	5,800
Less: Expenses		
Depreciation (note 11)	2,476	2,477
Event expenses	441	479
General expenses	-	55
Refreshments	43	97
	2,960	3,108
Surplus for the year	<u>1,495</u>	<u>2,692</u>

6. WOMEN'S REGISTER

	<u>2018</u>	<u>2017</u>
	\$	\$
Registration fees from talks/presentations	715	590
Membership fees received	260	20
	975	610
Less: Expenses		
IT website expenses	162	154
Other expenses	543	321
	705	475
Surplus for the year	<u>270</u>	<u>135</u>

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

7. EMPLOYEE BENEFITS EXPENSE

	<u>2018</u>	<u>2017</u>
	\$	\$
Salaries and related costs	185,239	158,720
Employer's contributions to Central Provident Fund	<u>29,295</u>	<u>22,161</u>
	<u>214,534</u>	<u>180,881</u>

Employee benefits expense includes benefits paid to key management personnel relating to the SCWO - Service Fund as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Short-term employee benefits:		
Salaries and related costs	35,017	34,004
Employer's contributions to Central Provident Fund	<u>2,377</u>	<u>2,743</u>
	<u>37,394</u>	<u>36,747</u>

None of the three highest paid staff received more than \$100,000 in annual remuneration.

8. INTERNATIONAL WOMEN'S DAY (IWD) EVENT

Donations raised in conjunction with the IWD event amounting to \$138,106 (2017: \$96,614) are classified as follows in the Statement of Comprehensive Income:

	<u>2018</u>	<u>2017</u>
	\$	\$
Donations		
- Non-tax deductible	22,906	28,714
- Tax deductible	<u>115,200</u>	<u>67,900</u>
	<u>138,106</u>	<u>96,614</u>

Expenses incurred in respect of the IWD event are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Collaterals	6,168	5,349
Gifts and souvenirs	379	100
IWD dinner expenses	53,474	53,729
Performance expenses	1,926	4,260
Photograph expenses	2,960	3,705
Postage and courier	249	252
Refreshments	455	518
Rental	-	1,271
Sound and lighting equipment	7,490	4,500
Transport expenses	<u>269</u>	<u>355</u>
	<u>73,370</u>	<u>74,039</u>

SINGAPORE COUNCIL OF WOMEN'S ORGANISATIONS (SCWO)

SCWO - SERVICE FUND

9. MAINTENANCE SUPPORT CENTRAL

Maintenance Support Central (the "MSC") is an initiative by the Singapore Council of Women's Organisations (SCWO) and operates under the SCWO - Service Fund. It is a one-stop drop-in centre that provides support and assistance to improve the enforcement of maintenance orders relating to Family Law matters.

The income and expenditure in respect of the MSC for the year ended 31 January 2018 are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
<u>INCOME</u>		
Grants and subsidies (note 4)	109,429	49,386
Counselling fee	90	20
Registration fees from talks	120	675
Non-tax deductible donations	20,461	40,000
Tax deductible donations	1,150	-
	131,250	90,081
<u>LESS: OPERATING EXPENSES</u>		
Audit fee	2,140	2,140
Depreciation on property, plant and equipment (note 11)	4,802	3,338
Employer's contributions to Central Provident Fund	16,683	20,961
Event expenses	134	247
General expenses	150	183
Insurance	835	881
Medical expenses	207	524
Postage charges	20	46
Printing and stationery	823	1,701
Refreshments	71	312
Repairs and maintenance	4,886	4,851
Salaries and related costs	98,120	123,295
Skills development levy	230	286
Staff welfare	243	282
Telcommunications and faxes	524	535
Training and development	3,069	2,114
Transport	201	378
	133,138	162,074
Deficit for the year (note 15)	(1,888)	(71,993)

10. SINGAPORE WOMEN'S HALL OF FAME

Income received in conjunction with the Singapore Women's Hall of Fame, included in the Statement of Comprehensive Income, are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Donations and sponsorships		
- Non-tax deductible	6,015	10,063
- Tax deductible	5,050	40,000
Sundry income	1,768	825
	12,833	50,888

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10. SINGAPORE WOMEN'S HALL OF FAME (continued)

Expenses incurred in respect of the Singapore Women's Hall of Fame are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Coffee table books	6,473	9,855
Event expenses	400	240
General expenses	2,578	3,760
IT website expenses	20	2,000
Printing and stationery	74	91
Profile panelist fee	-	2,800
Refreshments	295	521
Trophies expenses	128	26,172
	<u>9,968</u>	<u>45,439</u>

11. PROPERTY, PLANT AND EQUIPMENT

	<u>Office equipment, furniture and fittings</u>	<u>Computers</u>	<u>Air- conditioners</u>	<u>Total</u>
<u>Cost</u>	\$	\$	\$	\$
At 1 February 2016	34,713	21,051	4,280	60,044
Additions	-	995	-	995
Written off	(2,494)	-	-	(2,494)
At 31 January 2017 and 1 February 2017	32,219	22,046	4,280	58,545
Additions	787	8,153	-	8,940
Written off	-	(2,887)	-	(2,887)
At 31 January 2018	<u>33,006</u>	<u>27,312</u>	<u>4,280</u>	<u>64,598</u>
<u>Accumulated depreciation</u>				
At 1 February 2016	14,984	16,529	4,280	35,793
Charge for the year	3,222	2,593	-	5,815
Written off	(999)	-	-	(999)
At 31 January 2017 and 1 February 2017	17,207	19,122	4,280	40,609
Charge for the year	3,300	5,310	-	8,610
Written off	-	(2,887)	-	(2,887)
At 31 January 2018	<u>20,507</u>	<u>21,545</u>	<u>4,280</u>	<u>46,332</u>
<u>Carrying amount</u>				
At 31 January 2018	<u>12,499</u>	<u>5,767</u>	<u>-</u>	<u>18,266</u>
At 31 January 2017	<u>15,012</u>	<u>2,924</u>	<u>-</u>	<u>17,936</u>

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11. PROPERTY, PLANT AND EQUIPMENT (continued)

Depreciation for the year charged to Statement of Comprehensive Income are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Charged to:		
- IT Hub (note 5)	2,476	2,477
- Maintenance Support Central (note 9)	4,802	3,338
- General Profit and Loss	1,332	-
	<u>8,610</u>	<u>5,815</u>

12. RENTAL OF PREMISES

This relates to the imputed cost for the space occupied by SCWO - Service Fund at SCWO premises located at 96 Waterloo Street allocated based on comparable rental rate within the vicinity.

13. OTHER RECEIVABLES

	<u>2018</u>	<u>2017</u>
	\$	\$
Non-trade receivables	1,897	-
Deposits	88	136
Prepayments	47,487	24,593
Receivable from SCWO - Star Shelter	10	-
	<u>49,482</u>	<u>24,729</u>

Non-trade receivables and deposits are unsecured, non-interest bearing and expected to be repayable on demand.

14. FIXED DEPOSITS WITH A FINANCIAL INSTITUTION

The fixed deposits mature within one year and earn interest at rates ranging from 0.80% to 1.05% (2017: 0.35%) per annum.

15. ACCUMULATED FUNDS

The Service Fund general reserves are designated funds to be used only for specified purposes, in accordance with the objectives set out in note 1.

The MSC Fund is restricted for the operations of MSC only, for the benefit of its intended clients (note 9). In keeping with the grantors' intent for the use of monies, the surplus will not be transferred out of the programme for other purposes.

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16. OTHER PAYABLES

	<u>2018</u>	<u>2017</u>
	\$	\$
Payable to SCWO operating fund	42,229	27,430
Accruals	11,813	17,180
Sundry payables	<u>-</u>	<u>14</u>
	<u>54,042</u>	<u>44,624</u>

The above payables are unsecured, non-interest bearing and are normally settled within 90 days or on demand.

17. INCOME RECEIVED IN ADVANCE

	<u>2018</u>	<u>2017</u>
	\$	\$
* Donations/income for IWD 2018	32,500	38,750
Other income received in advance	<u>6,935</u>	<u>7,965</u>
	<u>39,435</u>	<u>46,715</u>

* The donations received in advance are tax-deductible donations received during the financial year in respect of International Women's Day 2018 which will be held on 24 March 2018.

18. DEFERRED GRANTS

(a) Care and Share Grant

This is a matching grant from MSF, a national fund-raising and volunteerism movement for the social service sector, with the objectives of bringing the nation together to show care and concern for the less fortunate; recognise the contributions made by Voluntary Welfare Organisations; and invest in building capability in social service sector to meet future needs. The grant is administered by National Council of Social Service.

The grant is disbursed by MSF based on the qualified donations raised by the SCWO - Service Fund using the calculation basis stated in the funding agreement.

The amount of grant recognised as income relates to the amount that is matched with the qualifying expenditures incurred by the SCWO - Service Fund during the financial year.

(b) Professional Capability Grant

This grant was received from Ministry of Social and Family Development ("MSF") VWOs - Capability Fund ("VCF"). The grant is administered by National Council of Social Service.

The grant is disbursed by MSF VCF specifically to fund the Clinical Supervision Consultancy Project ("project") undertaken by the Association for the SCWO - Service Fund during the financial year. MSF VCF will bear 80% of the project cost, capped at a maximum of \$7,776, whichever is lower, and subject to the terms and conditions as agreed.

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18. DEFERRED GRANTS (continued)

(c) Heritage Participation Grant

This grant is received from the National Heritage Board ("NHB"), a statutory board of the Singapore government, under the Ministry of Culture, Community and Youth ("MCCY"). The grant is administered by NHB.

The grant is disbursed by NHB to individuals and organisations who wish to start community heritage projects, including but not limited to exhibition on places of historic interest, publication of community related stories, and various heritage programmes and events.

The grant is disbursed by NHB based on the total estimated project cost submitted by the SCWO - Service Fund, capped at a maximum of \$16,100, and subject to the terms and conditions as agreed.

The project is scheduled to take place within May 2018 to July 2018.

(d) Tote Board Social Service Fund Grant

This grant was received pursuant to the Grant Agreement dated 1 July 2016 between SCWO and the National Council of Social Service (NCSS) as administrator of the Tote Board Social Service Fund which was for a period of 2 years and 9 months from 1 July 2016 to 31 March 2019, and was subsequently superseded by a new agreement dated 1 April 2017 which covers a 2-year period from 1 April 2017 to 31 March 2019.

NCSS agrees to provide funding, based on the agreed terms and conditions, for the operations of Maintenance Support Centre at 96 Waterloo Street, SCWO Centre, Singapore 187967. The operations of Maintenance Support Centre consist of the provision of video conference service for filing of complaints to enforce maintenance orders relating to Family Law matters.

Details of the grant movements during the financial year are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
(a) <u>Care and Share Grant</u>		
Balance at beginning of the year	114,832	25,007
Grant received during the year	-	96,321
Grant recognised as income during the year (note 4)	<u>(21,146)</u>	<u>(6,496)</u>
Balance as deferred grant at 31 January	<u>93,686</u>	<u>114,832</u>
(b) <u>Professional Capability Grant</u>		
Balance at beginning of the year	1,080	-
Grant received during the year	-	1,296
Grant recognised as income during the year	<u>(1,080)</u>	<u>(216)</u>
Balance as deferred grant at 31 January	<u>-</u>	<u>1,080</u>

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18. DEFERRED GRANTS (continued)

Details of the grant movements during the financial year are as follows: (continued)

	<u>2018</u>	<u>2017</u>
	\$	\$
(c) <u>Heritage Participation Grant</u>		
Balance at beginning of the year	-	-
Grant received during the year	8,050	-
Grant recognised as income during the year	-	-
	8,050	-
Balance as deferred grant at 31 January	8,050	-
(d) <u>Tote Board Social Service Fund Grant</u>		
Balance at beginning of the year	-	-
Grant received during the year	124,987	48,881
Grant recognised as income during the year (note 4)	(108,229)	(48,881)
	16,758	-
Balance as deferred grant at 31 January	16,758	-
Total (a) + (b) + (c) + (d)	118,494	115,912

19. FINANCIAL RISKS MANAGEMENT

The Association is exposed to financial risks arising from its operations and the use of financial instruments. The key financial risks are credit risk, liquidity risk and interest rate risk. The SCWO Board reviews and agrees on policies for managing each of these risks and they are summarised below:

(i) Credit risk

Credit risk is the potential risk of financial loss resulting from the failure of customers or other counterparties to settle their financial and contractual obligations to the Association as and when they fall due.

The Association's main financial assets consist of cash and cash equivalents and fixed deposits with financial institution. Cash and bank deposits are placed with financial institutions which are regulated.

At the balance sheet date, there was no significant concentration of credit risk. The maximum exposure to credit risk is represented by the carrying amount of each financial asset in the balance sheet.

There are no financial assets that are past due or impaired as at the balance sheet date.

(ii) Liquidity risk

Liquidity risk is the risk that the Association will encounter difficulty in meeting financial obligations due to shortage of funds.

The Association monitors its liquidity risk and maintains a level of cash and cash equivalents deemed adequate to finance the Association's operations and to mitigate the effects of fluctuations in cash flows.

All financial liabilities of the Association are repayable on demand or mature within one year.

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19. FINANCIAL RISKS MANAGEMENT (continued)

(iii) Interest rate risk

Interest rate risk is the risk that the fair value of future cash flows of the Association's financial instruments will fluctuate because of changes in market interest rates.

The Association does not have any interest-bearing financial liabilities. Its only exposure to changes in interest rates relates to interest-earning bank deposits. The Association monitors movements in interest rates to ensure deposits are placed with financial institutions offering optimal rates of return.

The interest rates and terms of maturity of the financial assets of the Association are disclosed in note 14 to the financial statements.

20. FAIR VALUE OF FINANCIAL ASSETS AND LIABILITIES

The carrying amounts of cash and cash equivalents, fixed deposits with financial institution, receivables and payables approximate their fair values due to their short term nature.

Financial Instruments by Category

The aggregate carrying amounts of financial instruments classified as loans and receivables and financial liabilities at amortised cost are as follows:

	<u>2018</u>	<u>2017</u>
	\$	\$
Loans and receivables	410,473	494,196
Financial liabilities at amortised cost	54,042	44,624

21. RESERVES MANAGEMENT

The Association's reserves management objective is to safeguard the Association's ability to continue as a going concern and to maintain an optimal reserve in order to support its operations and principal activities.

The Association aims to maintain its reserves at a level equivalent to at least 3 times the current annual operating expenses. The Association regularly monitors its cash flows and manages its funds to ensure that they are adequate to fulfil continuing obligations.

As explained in note 15, the MSC Fund is restricted for the operations of MSC only. The SCWO - Service Fund general reserves are designated funds to be used only for specified purposes, in accordance with the objectives set out in note 1.

The Association is not subject to externally imposed reserve requirements.

There were no changes to the Association's approach to reserves management since the previous financial year.

22. FUND-RAISING APPEAL

During the year, the Association did not conduct any fund raising appeal which requires disclosure in accordance with Regulation 7 of the Charities (Fund-raising Appeals for Local and Foreign Charitable Purposes) Regulations 2012.

23. AUTHORISATION OF THE FINANCIAL STATEMENTS

These financial statements were authorised for issue by the SCWO Board on **21 MAY 2018**

