

## **THE SMILE MISSION LTD.**

[UEN. 200720373E]

[A Company limited by guarantee and not  
having share capital]

[Incorporated in the Republic of Singapore]

### **AUDITED FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020**

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## **Suhaimi Salleh & Associates**

[UEN. S88PF0247L)

Public Accountants and

Chartered Accountants of Singapore

71 Ubi Crescent, Excalibur Centre  
#08-01, Singapore 408571

T: (65) 6846.8376

F: (65) 6491.5218

## **DIRECTORS' STATEMENT**

The directors present their statement to the members together with the audited financial statements of The Smile Mission Ltd. (the "Company") for the financial year ended 30 June 2020.

In the opinion of the directors,

- (a) the financial statements of the Company are drawn up so as to give a true and fair view of the financial position of the Company as at 30 June 2020 and of the financial performance, changes in funds and cash flows of the Company for the financial year then ended; and
- (b) 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 of the Company in office at the date of this statement are:

Yeow Kok Leng Vincent  
Tan Swee Kim Josephine  
Tan Kim Kang Sean  
Kong Ho Loon  
Janice Gan Kha Hwe (Yan Jiahui)  
Paul David Wilden  
Diana Lim Sok Mun

### **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 object 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.

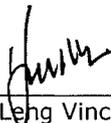
### **Other matters**

As the Company is limited by guarantee, matters relating to interest in shares, debentures or share options are not applicable.

### **Independent auditor**

The independent auditor, Messrs. Suhaimi Salleh & Associates, Public Accountants and Chartered Accountants of Singapore, has expressed its willingness to accept re-appointment.

On behalf of the Board of Directors,

  
\_\_\_\_\_  
Yeow Kok Leng Vincent  
Director

  
\_\_\_\_\_  
Kong Ho Loon  
Director

Singapore, **22 FEB 2021**

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**Suhaimi Salleh &  
Associates**

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Independent auditor's report to the members of:

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

**Opinion**

We have audited the financial statements of The Smile Mission Ltd. (the "Company"), which comprise the statement of financial position as at 30 June 2020, and the statement of financial activities, the statement of changes in funds and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements are properly drawn in accordance with the provisions of the Companies Act, Chapter 50 (the "Companies Act"), Charities Act, Chapter 37 and other relevant regulations (the "Charities Act and Regulations") and Charities Accounting Standard ("CAS") so as to give a true and fair view of the financial position of the Company as at 30 June 2020 and of the financial performance, changes in funds 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, 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 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.

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**Suhaimi Salleh &  
Associates**

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(CONT'D)

Independent auditor's report to the members of:

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**Responsibilities of Management and Those Charged with Governance 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 Companies Act, the Charities Act and Regulations and CAS, 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.

Those charged with governance comprises the directors. Their 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 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.

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Independent auditor's report to the members of:

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#### **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 those charged with governance 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 to be kept by the Company have been properly kept in accordance with the provisions of the Companies Act, and the Charities Act and Regulations.

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. During the financial year, the Company's total fundraising expenses exceeded 30% of total fundraising receipts for the financial year ended 30 June 2020 are disclosed in the Note 12 to the financial statements.

*Suhaimi Salleh & Associates*

**Suhaimi Salleh & Associates**  
Public Accountants and  
Chartered Accountants

Singapore, **22 FEB 2021**

Partner-in-charge: Gan Chek Huat  
PAB. No.: 01939

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020**

	2020			2019		
	Unrestricted Fund S\$	Restricted Funds S\$	Total S\$	Unrestricted Fund S\$	Restricted Funds S\$	Total S\$
<b>INCOME</b>						
<b>Income from generating funds</b>						
<u>Voluntary income</u>						
Donations - non-events	594,275	0	594,275	541,542	0	541,542
Sponsorships	0	166,190	166,190	61,709	108,999	170,708
	<u>594,275</u>	<u>166,190</u>	<u>760,465</u>	<u>603,251</u>	<u>108,999</u>	<u>712,250</u>
<u>Activities for generating funds</u>						
Donations - events	105,668	0	105,668	114,965	0	114,965
Merchandise sales	102,271	0	102,271	729,637	0	729,637
	<u>207,939</u>	<u>0</u>	<u>207,939</u>	<u>844,602</u>	<u>0</u>	<u>844,602</u>
<b>Other income</b>						
National Youth Council – ASLC 2019	0	0	0	5,000	0	5,000
Programme income	6,680	0	6,680	14,921	0	14,921
Job support scheme	39,180	0	39,180	0	0	0
Wage credit scheme	12,996	0	12,996	6,200	0	6,200
Other grants	843	0	843	20	0	20
	<u>59,699</u>	<u>0</u>	<u>59,699</u>	<u>26,141</u>	<u>0</u>	<u>26,141</u>
<b>TOTAL INCOME</b>	<u>861,913</u>	<u>166,190</u>	<u>1,028,103</u>	<u>1,473,994</u>	<u>108,999</u>	<u>1,582,993</u>

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020 (CONT'D)**

	Note	2020			2019		
		Unrestricted Fund S\$	Restricted Funds S\$	Total S\$	Unrestricted Fund S\$	Restricted Funds S\$	Total S\$
<b>EXPENDITURE</b>							
<b>Cost of generating funds</b>							
<u>Cost of generating voluntary income</u>							
Bank charges		899	0	899	1,436	0	1,436
Business gift		0	0	0	2,290	0	2,290
Business meals		2,294	0	2,294	3,939	0	3,939
Marketing others		0	0	0	334	0	334
Staff costs	5	64,442	0	64,442	67,478	0	67,478
Travel air		0	0	0	50	0	50
Travel ground		30	0	30	60	0	60
Miscellaneous		0	0	0	11	0	11
Working meal		0	0	0	51	0	51
		<u>67,665</u>	<u>0</u>	<u>67,665</u>	<u>75,649</u>	<u>0</u>	<u>75,649</u>
<u>Activities for generating funds</u>							
Bank charges		3,768	0	3,768	30,470	0	30,470
Business meal		0	0	0	131	0	131
Delivery charges		718	0	718	5,962	0	5,962
Foreign exchange loss		44	0	44	1,070	0	1,070
Lodging		235	0	235	2,961	0	2,961
Marketing online		3,818	0	3,818	11,166	0	11,166
Marketing others		0	0	0	15,797	0	15,797
Miscellaneous		1,605	0	1,605	1,737	0	1,737
Office supplies		8,891	0	8,891	14,935	0	14,935
Professional fees		13,936	0	13,936	12,054	0	12,054
Production costs		22,737	0	22,737	213,851	0	213,851
Travel air		2,583	0	2,583	4,933	0	4,933
Travel ground		67	0	67	2,151	0	2,151
Working meals		41	0	41	1,712	0	1,712
		<u>58,443</u>	<u>0</u>	<u>58,443</u>	<u>318,930</u>	<u>0</u>	<u>318,930</u>

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020 (CONT'D)

	Note	2020			2019		
		Unrestricted Fund S\$	Restricted Funds S\$	Total S\$	Unrestricted Fund S\$	Restricted Funds S\$	Total S\$
<b>EXPENDITURE (CONT'D)</b>							
<b>Cost of charitable activities</b>							
Bank charges		1,558	0	1,558	3,259	0	3,259
Business gift		0	0	0	236	0	236
Business meals		1,000	0	1,000	1,246	0	1,246
Community outreach		1,636	166,190	167,826	4,920	108,999	113,919
Delivery charges		18,511	0	18,511	39,720	0	39,720
Depreciation of PPE-medical		0	0	0	0	86,112	86,112
Depreciation of PPE-non-medical		0	0	0	1,848	0	1,848
Foreign exchange loss		143	0	143	254	0	254
Hospital charge		74,751	0	74,751	86,065	0	86,065
Insurance		464	0	464	902	0	902
Lodging		55,257	0	55,257	93,778	0	93,778
Marketing others		0	0	0	740	0	740
Merchandise		3,146	0	3,146	7,181	0	7,181
Miscellaneous		833	0	833	1,541	0	1,541
Office and warehouse rental		32,053	0	32,053	33,450	0	33,450
Office and non-medical supplies		4,293	0	4,293	4,910	0	4,910
Patient expenses		73,425	0	73,425	12,457	0	12,457
Professional services		0	0	0	2,019	0	2,019
Staff costs	5	323,251	0	323,251	342,303	0	342,303
Medical supplies		81,539	0	81,539	212,686	0	212,686
Training expenses		9,438	0	9,438	3,009	0	3,009
Travel air and visa fee		132,916	0	132,916	238,133	0	238,133
Travel ground		5,063	0	5,063	18,307	0	18,307
Utility		47	0	47	400	0	400
Working meals		11,732	0	11,732	30,130	0	30,130
		<u>831,056</u>	<u>166,190</u>	<u>997,246</u>	<u>1,139,494</u>	<u>195,111</u>	<u>1,334,605</u>

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020 (CONT'D)**

	Note	2020			2019		
		Unrestricted Fund S\$	Restricted Funds S\$	Total S\$	Unrestricted Fund S\$	Restricted Funds S\$	Total S\$
<b>EXPENDITURE (CONT'D)</b>							
<b>Governance and administrative costs</b>							
Appliance		14,301	0	14,301	0	0	0
Bank charges		354	0	354	212	0	212
Business meals		58	0	58	400	0	400
Delivery charges		310	0	310	282	0	282
Insurance		3,255	0	3,255	2,955	0	2,955
Lodging		193	0	193	0	0	0
Marketing online		3,347	0	3,347	1,446	0	1,446
Marketing others		0	0	0	658	0	658
Miscellaneous		355	0	355	3,342	0	3,342
Office rental		20,974	0	20,974	29,133	0	29,133
Office equipment rental		0	0	0	1,849	0	1,849
Office supplies		9,475	0	9,475	11,491	0	11,491
Professional services		12,170	0	12,170	12,600	0	12,600
Staff costs	5	53,400	0	53,400	54,723	0	54,723
Travel air		880	0	880	0	0	0
Travel ground		7,907	0	7,907	7,717	0	7,717
Utility		7,566	0	7,566	7,944	0	7,944
Working meals		1,779	0	1,779	1,488	0	1,488
		<u>136,324</u>	<u>0</u>	<u>136,324</u>	<u>136,240</u>	<u>0</u>	<u>136,240</u>
<b>TOTAL EXPENDITURE</b>		<u>1,093,488</u>	<u>166,190</u>	<u>1,259,678</u>	<u>1,670,313</u>	<u>195,111</u>	<u>1,865,424</u>
<b>NEX EXPENDITURE FOR THE YEAR</b>		(231,575)	0	(231,575)	(196,319)	(86,112)	(282,431)
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<u>385,962</u>	<u>0</u>	<u>385,962</u>	<u>582,281</u>	<u>86,112</u>	<u>668,393</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>154,387</u>	<u>0</u>	<u>154,387</u>	<u>385,962</u>	<u>0</u>	<u>385,962</u>

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

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**STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020**

	Note	2020 S\$	2019 S\$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	6	109,653	205,863
Other receivables	7	32,562	219,450
Other assets	8	26,229	142,375
		<u>168,444</u>	<u>567,688</u>
<b>Non-current asset</b>			
Property, plant and equipment	9	<u>0</u>	<u>0</u>
<b>Total assets</b>		<u>168,444</u>	<u>567,688</u>
<b>LIABILITY</b>			
<b>Current liability</b>			
Other payables	10	<u>14,057</u>	<u>181,726</u>
<b>Total liability</b>		<u>14,057</u>	<u>181,726</u>
<b>NET ASSETS</b>		<u>154,387</u>	<u>385,962</u>
<b>FUNDS</b>			
Unrestricted fund	11	154,387	385,962
Restricted funds	11	<u>0</u>	<u>0</u>
<b>TOTAL FUNDS</b>		<u>154,387</u>	<u>385,962</u>

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

**STATEMENT OF CHANGES IN FUNDS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020**

	Balance at beginning of financial year S\$	Net expenditure for the financial year S\$	Balance at end of financial year S\$
<b>2020</b>			
Unrestricted fund	385,962	(231,575)	154,387
Restricted funds	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total funds</b>	<u>385,962</u>	<u>(231,575)</u>	<u>154,387</u>
	Balance at beginning of financial year S\$	Net expenditure for the financial year S\$	Balance at end of financial year S\$
<b>2019</b>			
Unrestricted fund	582,281	(196,319)	385,962
Restricted funds	<u>86,112</u>	<u>(86,112)</u>	<u>0</u>
<b>Total funds</b>	<u>668,393</u>	<u>(282,431)</u>	<u>385,962</u>

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

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**STATEMENT OF CASH FLOWS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020**

	Note	2020 S\$	2019 S\$
<b>Cash flows from operating activities</b>			
Net expenditure for the financial year		(231,575)	(282,431)
Adjustment for:			
Depreciation	9	<u>0</u>	<u>87,959</u>
Operating cash flow before changes in working capital		(231,575)	(194,472)
Changes in working capital			
- Other receivables		186,888	197,006
- Other assets		116,146	87,073
- Other payables		<u>(167,669)</u>	<u>49,962</u>
<b>Net cash (used in)/generated from operating activities, representing net (decrease)/increase in cash and cash equivalents</b>		<u>(96,210)</u>	<u>139,569</u>
Cash and cash equivalents at beginning of financial year		<u>205,863</u>	<u>66,294</u>
<b>Cash and cash equivalents at end of financial year</b>	6	<u>109,653</u>	<u>205,863</u>

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

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## **NOTES TO THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020**

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

### **1. General information**

The Smile Mission Ltd. (the "Company") is incorporated and domiciled in Singapore. The Company's registered office and principal place of business is at 352 Tanglin Road, #01-05 Tanglin International Centre, Singapore 247671.

The Company is a company limited by guarantee and not having share capital. The Company was registered as charity under the Charities Act, Chapter 37 on 17 January 2008.

Every member of the Company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he is member, or within one year after he ceases to be a member, for payment of the debts and liabilities of the Company contracted before he ceases to be a member, and the costs, charges and expenses of winding up the same, and for adjusting the right of the contributories amongst themselves, such amount as may be required, not exceeding the sum of One Dollar.

The principal activities of the Company are those of:

- (i) to research and advance developments and care in the areas of plastic, reconstructive and specialized surgery by such methods as the Directors shall from time to time deem feasible and appropriate for people in necessitous circumstances;
- (ii) to improve training and education programmes for medical doctors and other professionals to expand the base of qualified persons in Singapore;
- (iii) to encourage volunteerism and awareness in Singapore;
- (iv) to sponsor and/or coordinate special projects to deliver services, health care, and education where necessary, in the areas of plastic, reconstructive and specialised surgery to patients otherwise unable to afford or obtain such services;
- (v) to encourage or fund relevant research in the field of cleft and craniofacial surgery for the purpose of identifying etiological factors, improving outcomes and preventing disease;
- (vi) to sponsor and/or coordinate fund-raising projects to raise funds for various projects, medical missions and other interests of the Company. These fund-raising projects are to include car washes, dinner functions, outings and any other fund-raising activities or projects necessary for the raising of funds for the purposes of expanding and developing the interest of the Company;
- (vii) to develop the necessary organisational structures of volunteers, so that they may provide health care and sustain the Company's programmes in coming years;
- (viii) in the achievement of the Objects:
  - the Company shall send volunteer doctors and others to collaborate in the organisation of educational missions and programmes;
  - the beneficiaries of instruction and training programmes provided by the Company shall return the benefits they receive by rendering volunteer work for the projects conducted by the Company as approved by the relevant government authorities;
  - the acts referred to in Clause 3(3) shall be carried out by the Company through missions organised preferably in local public hospitals;
- (ix) to strictly adhere to appropriate care standards necessary to the care of patients with craniofacial abnormalities;
- (x) to take such steps and to do all such things as may from time to time be deemed necessary expedient or desirable to make known the Objects of the Company and to procure and encourage contributions subscriptions donations or otherwise; and

## **1. General information (Cont'd)**

The principal activities of the Company are those of (cont'd):

- (xi) to do all such other things as are incidental or conducive to the attainment of the abovementioned objects or any of them provided that nothing shall be done for commercial reasons or solely for profit and particularly as follows:
- subject to the provisions of Section 23 of the Companies Act (Chapter 50) or any statutory modification thereof for the time being in force, to purchase, take on lease, hire or otherwise acquire any land then the Company shall obtain such license (if any) as may be required by the law;
  - with the approval of at least a majority of the members and in accordance with the Articles of Association, to sell, manage, lease, dispose of or otherwise deal with all or any part of the property of the Company for the purposes of the Company;
  - with prior approval of at least a majority of the members and in accordance with the Articles of Association, to raise money for the objects and purposes of the Company in such manner as the Company may think fit;
  - to invest the monies of the Company not immediately required for its purposes in or upon such investment, securities or property as may be thought fit, subject nevertheless to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law and to appoint from time to time professional fund managers for the purposes of managing and investing the monies of the Company;
  - to construct, maintain, alter and upkeep any house, building, or works necessary or convenient for the purposes of the Company;
  - to accept subscriptions, donations (whether of real or personal estate) and demises and bequests and collaborating with charity and/or charitable medical organisations in fund-raising exercises;
  - to invite, issue, appeal for, and solicit subscriptions, benefactions, donations, and bequests to or for the Company for the purposes of the Company;
  - to establish and maintain such banking account or accounts as it thinks fit into such of which as may be appropriate shall be paid forthwith all monies for the time being belonging to the Company; and
  - to pay all costs, charges and expenses incurred or sustained in or about the promotion and establishment of the Company and to remunerate any person or persons for services rendered in the promotion or establishment of the Company.

## **2. Significant accounting policies**

### **2.1 Basis of preparation**

The financial statements have been prepared in accordance with Charities Accounting Standard ("CAS") and the disclosure requirements of the Charities Act, Chapter 37. The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below.

These financial statements are presented in Singapore Dollar ("S\$"), which is the functional currency of the Company.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in Note 3.

## **2. Significant accounting policies (Cont'd)**

### **2.2 Income recognition**

Income comprises the fair value of the consideration received or receivable in the ordinary course of the Company's activities. Income is recognised as follows:

#### **2.2.1 Donations and sponsorships**

Revenue from donations and sponsorships are accounted for when received, except for committed donations and sponsorships that are recorded when the commitments are signed. Such income is only deferred when the donor specifies that the grant or donation must be used in future accounting periods or the donor has imposed conditions that must be met before the Company has unconditional entitlement.

#### **2.2.2 Donation in-kind**

Donation in-kind is included in the statement of financial activities based on an estimate of their fair value at the date of the receipt of the donation. The donation is recognised if its amount can be measured reliably and there is certainty that it will be received.

#### **2.2.3 Fund-raising income**

Fund-raising income is recognised in the period in which the event takes place.

#### **2.2.4 Merchandise sales**

Income from merchandise sale is recognised when the items have been delivered to the customers and the customers have accepted the items and collectability of the related receivables are reasonably assured.

#### **2.2.5 Other income**

Other income is recognised when received.

### **2.3 Government grants**

Government grants are recognised when there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. Where the grant relates to an asset, the fair value is recognised as deferred capital grant on the statement of financial position and is amortised to the statement of financial activities over the expected useful life of the relevant asset by equal annual instalments.

Where loans or similar assistance are provided by governments or related institutions with an interest rate below the current applicable market rate, the effect of this favourable interest is regarded as additional government grant.

### **2.4 Expenditure recognition**

All expenditure is accounted for on accrual basis, aggregated under the respective areas. Direct costs are attributed to the activity where possible, where costs are not wholly attributable to an activity, they are apportioned on a basis consistent with the use of resources.

#### **2.4.1 Cost of generating funds**

Cost of generating funds comprises all directly attributable costs incurred in the generating voluntary income and fund-raising activities. These costs include costs related to constitutional and statutory requirements and an apportionment of overhead and shared costs.

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## **2. Significant accounting policies (Cont'd)**

### **2.4 Expenditure recognition (Cont'd)**

#### 2.4.2 Cost of charitable activities

Cost of charitable activities comprises all directly attributable costs incurred in the pursuit of the charitable objects of the Company and an apportionment of overhead and shared costs.

#### 2.4.3 Governance and administrative costs

Governance costs include the cost of governance arrangement, which related to the general running of the Company, providing governance infrastructure and ensuring public accountability. These costs include costs related to constitutional and statutory requirements and an apportionment of overhead and shared costs.

Expenditures are further classified to local and foreign to identify the primary beneficiary of the expenditure incurred.

##### (i) Local

Local expenditure refers to the following:

- (1) Expenses with restriction to the following programmes – Singapore Care, Student Initiative, Training & Education and Volunteering;
- (2) Expenses with restriction to foreign countries, if there is a benefit to Singapore – based volunteers;
- (3) Expenses that has a direct or extended benefit to Singapore-based volunteers;
- (4) Expenses relating to foreign-based volunteers that directly benefit Singapore-based beneficiaries and/or volunteers. Their involvement can be as trainers, speakers, co-volunteers and the likes that help build local skills and capacity;
- (5) Expenses relating to foreign-based visitors in Singapore, if the trip is made to benefit the Company in capacity building;
- (6) Expenses relating to international conferences/seminars/trainings held in Singapore that benefits the Company and Singapore-based volunteers;
- (7) Expenses relating to international conferences/seminars/trainings held overseas, but expended on Singapore-based officials and volunteers;
- (8) Expense under Programme-Surgical Mission (PM) for all volunteer-related expenses for fully supported and substantially supported missions. (Based on justification that Singapore-based volunteers need to work with foreign volunteers for co-learning;
- (9) Expenses under PM for all volunteer-related expense for partially supported missions if expended on Singapore-based volunteers;
- (10) Expenses incurred on equipment, if primarily held in Singapore; and
- (11) Expense relating to administering and building organisational capacity of the Company office (Support- Administration, Development).

##### (ii) Other (Foreign)

Other expenditure refers to the following:

- (1) Expenses that has no direct or extended benefit to Singapore-based volunteers;
- (2) Expenses relating to foreign-based volunteers, when their activities do not benefit Singapore-based volunteers;
- (3) Expenses expended in Singapore, but with the intent to benefit a foreign-based community;
- (4) Expenses under PM for all patient-related expenses- Medical Supply, Patient Lodging, Patient Meal, Patient Management and Patient Transport (Based in the justification that during a surgery, the patient is most benefited. Experience gained by the healthcare professional is discounted here);

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## **2. Significant accounting policies (Cont'd)**

### **2.4 Expenditure recognition (Cont'd)**

#### (ii) Other (Foreign) (Cont'd)

Other expenditure refers to the following (cont'd):

- (5) Expenses on partially supported missions for all foreign-based volunteers;
- (6) Expenses under Programme- Outreach Centre; and
- (7) Expenses incurred on equipment, if primarily held in a foreign country.

### **2.5 Property, plant and equipment**

#### 2.5.1 Measurement

All property, plant and equipment are initially recognised at cost and subsequently carried at cost less accumulated depreciation and accumulated impairment losses.

The cost of an item of property, plant and equipment initially recognised includes its purchase price and any costs that are directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Dismantlement, removal or restoration costs are included as part of the cost of property, plant and equipment if the obligation for dismantlement, removal and restoration is included as a consequence of acquiring or using the property, plant and equipment.

#### 2.5.2 Depreciation

Depreciation is calculated using the straight-line method to allocate their depreciable amounts over their estimated useful lives as follows:

	Useful lives
Computers	1 year
Furniture and fittings	3 years
Medical equipment	3 years
Office equipment	1 year
Renovation	3 years

The residual values, estimated useful lives and depreciation method of property, plant and equipment are reviewed, and adjusted as appropriate, at each reporting date. The effects of any revision are recognised in the statement of financial activities in the financial year in which the changes arise.

#### 2.5.3 Subsequent expenditure

Subsequent expenditure relating to property, plant and equipment that have already been recognised is added to the carrying amount of the asset only when it is probable that future economic benefits associated with the item will flow to the Company and the cost of the item can be measured reliably.

#### 2.5.4 Disposal

On disposal of an item of property, plant and equipment, the difference between the net disposals proceeds and its carrying amount is taken to the statement of financial activities.

Fully depreciated asset still in use are retained in the financial statements.

## **2. Significant accounting policies (Cont'd)**

### **2.6 Financial assets**

#### **2.6.1 Recognition and measurement**

Receivables, excluding prepayments, are initially recognised at their transaction price, excluding transaction costs, if any. Transaction costs are recognised as expenditure in the statement of financial activities as incurred. Prepayments are initially recognised at the amount paid in advance for the economic resources expected to be received in the future.

Receivables in financial assets are subsequently measured at cost less accumulated impairment losses.

#### **2.6.2 Derecognition**

Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Company has transferred substantially all risks and rewards of ownership.

#### **2.6.3 Impairment**

The Company assesses at each reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired.

An allowance for impairment of other receivables is recognised when there is objective evidence that the Company will not be able to collect all amounts due according to the original terms of the receivables. Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments are considered indicators that the receivable is impaired. The amount of the allowance is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate. The amount of the allowance for impairment is recognised in the statement of financial activities within "Governance and administrative costs".

Subsequently, if the amount of an impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss will be reversed. The reversal will not result in any carrying amount of the financial asset (net of any allowance account) that exceeds what the carrying amount would have been had the impairment not previously been recognised. The amount of reversal is recognised in the statement of financial activities.

### **2.7 Cash and cash equivalents**

Cash and cash equivalents include cash on hand and deposits with financial institutions, which are subject to an insignificant risk of changes in value.

### **2.8 Financial liabilities**

Financial liabilities are recognised when the Company becomes a party to the contractual agreements of the instrument and are classified according to the substance of the contractual arrangements entered into. All interest related charges are recognised in the statement of financial activities. Financial liabilities include "Other payables".

Financial liabilities are derecognised when the obligations under the liability are discharged, cancelled or expire. When existing financial liabilities are replaced by another from the same lender on substantially different terms of an existing liability or are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in respective carrying amounts is recognised in the statement of financial activities.

## **2. Significant accounting policies (Cont'd)**

### **2.9 Other payables**

Other payables, excluding accruals, are recognised at their transaction price, excluding transaction cost, if any, both at initial recognition and at subsequent measurement. Transaction costs are recognised as expenditure in the statement of financial activities as incurred. Accruals are recognised at the best estimate of the amount payable and are normally settled within 12 months after the end of the financial reporting date.

### **2.10 Operating leases**

Leases of assets in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are taken to the statement of financial activities on a straight-line basis over the period of the lease. When an operating lease is terminated before the lease period has expired, any payment required to be made to the lessor by way of penalty is recognised as an expense in the period in which termination takes place.

Rental on operating lease is charged to the statement of financial activities.

### **2.11 Provisions for other liabilities and charges**

Provisions for other liabilities and charges are recognised when the Company has a present legal or constructive obligation as a result of past events, it is more likely than not that an outflow of resources will be required to settle the obligation and the amount has been reliably estimated.

### **2.12 Employee compensation**

#### **2.12.1 Defined contribution plans**

The Company makes contributions to the Central Provident Fund scheme in Singapore, a defined contribution pension scheme. Contributions to defined contribution pension schemes are recognised as an expense in the period in which the related service is performed.

#### **2.12.2 Employee leave entitlement**

Short-term employee benefit obligations are measured on an undiscounted basis and are expensed as the related service is provided. A liability is recognised for the amount expected to be paid if the Company has a present legal or constructive obligation to pay this amount as a result of past service provided by the employee, and the obligation can be estimated reliably.

### **2.13 Funds**

Restricted fund balances are restricted by outside sources and may only be utilised in accordance with the purposes for which they are established. Designated funds are earmarked for specific purposes and are largely made up of funds allocated at the discretion of the Board of Directors. These designated funds are treated as restricted funds as they contain funds restricted by outside sources.

The Board of Directors retains full control over the use of unrestricted funds for any of the Company's purposes.

### **2.14 Currency translation**

Transactions in a currency other than the functional currency ("foreign currency") are translated into the functional currency using the exchange rates at the dates of the transactions. Currency exchange differences resulting from the settlement of such transactions and from the translation of monetary assets and liabilities denominated in foreign currencies at the closing rates at the reporting date are recognised in statement of financial activities.

## **2. Significant accounting policies (Cont'd)**

### **2.15 Contingencies**

Contingent liabilities are not recognised in the financial statements. They are disclosed unless the possibility of an outflow of resources embodying economic benefits is remote. A contingent asset is not recognised in the financial statements but disclosed when an inflow of economic benefit is probable.

### **2.16 Events after the reporting period**

Events after the reporting period that provide additional information about the Company's position at the reporting date (adjusting events) are reflected in the financial statements. Events after the reporting period that are not adjusting events are disclosed in the notes to the financial statements when material.

## **3. Significant accounting judgements and estimates**

The preparation of the Company's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of income, expenditure, assets and liabilities, and the disclosure of contingent liabilities at the end of each reporting period. Uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of the asset or liability affected in the future periods.

The management is of the opinion that there are no significant judgements made in applying accounting estimates and policies that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

## **4. Income tax**

The Company is a charity registered under the Charities Act since 17 January 2008. Consequently, the income of the Company is exempted from tax under the provisions of Section 13 of the Income Tax Act, Chapter 134.

## **5. Staff costs**

	2020 S\$	2019 S\$
CPF and SDL contributions	40,797	45,086
Salaries and bonuses	399,162	416,664
Staff medical and welfare benefits	1,134	2,754
	<u>441,093</u>	<u>464,504</u>

The staff costs were allocated as follows:

- Cost of generating funds	64,442	67,478
- Cost of charitable activities	323,251	342,303
- Governance and administrative costs	53,400	54,723
	<u>441,093</u>	<u>464,504</u>

**6. Cash and cash equivalents**

	2020 S\$	2019 S\$
Cash on hand	1,189	965
Cash at bank	108,464	204,898
	<u>109,653</u>	<u>205,863</u>

**7. Other receivables**

	2020 S\$	2019 S\$
Donation receivables	11,422	199,520
Deposits	19,230	17,730
Other receivables	1,910	2,200
	<u>32,562</u>	<u>219,450</u>

Other receivables at the reporting date were denominated in the following currencies:

	2020 S\$	2019 S\$
Singapore Dollar	31,210	137,715
Hong Kong Dollar	0	35,839
Japanese Yen	0	1,797
United States Dollar	1,352	44,099
	<u>32,562</u>	<u>219,450</u>

**8. Other assets**

	2020 S\$	2019 S\$
<u>Other assets</u>		
Donation received – held by third parties	0	94,960
Medical supplies	26,229	47,415
	<u>26,229</u>	<u>142,375</u>

Donations received relates to those donations income received during the financial year 2019 from events held in China and India. These donations received are not to be remitted back to Singapore but to be utilised on the programmatic expenses carried out in those countries as these countries impose restriction on remitting fund out of the country. These donations have been utilised against those programmatic expenses incurred during the year.

Medical supplies are to be expensed off in the future against utilisation. Medical supplies amounting to S\$Nil (2019: S\$18,859) was written off during the year due to expired medical and consumables.

**9. Property, plant and equipment**

	Computers S\$	Furniture and fittings S\$	Medical equipment S\$	Office equipment S\$	Renovation S\$	Total S\$
<b>Cost</b>						
At 1 July 2018, 30 June 2019 and 30 June 2020	<u>7,595</u>	<u>3,820</u>	<u>788,465</u>	<u>1,009</u>	<u>20,456</u>	<u>821,345</u>
<b>Accumulated depreciation</b>						
At 1 July 2018	7,595	3,820	702,353	1,009	18,609	733,386
Depreciation	<u>0</u>	<u>0</u>	<u>86,112</u>	<u>0</u>	<u>1,847</u>	<u>87,959</u>
At 30 June 2019	7,595	3,820	788,465	1,009	20,456	821,345
Depreciation	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
At 30 June 2020	<u>7,595</u>	<u>3,820</u>	<u>788,465</u>	<u>1,009</u>	<u>20,456</u>	<u>821,345</u>
<b>Carrying amount</b>						
30 June 2019	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
30 June 2020	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Depreciation of the Company was S\$Nil (2019: S\$87,959) is presented under "Cost of Charitable Activities" in the statement of financial activities.

**10. Other payables**

	2020 S\$	2019 S\$
Accruals	<u>14,057</u>	<u>181,726</u>

Other payables at the reporting date were denominated in the following currencies:

	2020 S\$	2019 S\$
Singapore Dollar	14,057	117,332
Philippine Peso	0	16,641
Cambodia Riel	0	10,700
United States Dollar	0	23,835
Others	<u>0</u>	<u>13,218</u>
	<u>14,057</u>	<u>181,726</u>

**11. Funds**

Funds include both unrestricted and restricted funds.

Unrestricted fund

Unrestricted funds are expendable at the discretion of the Board of Directors in furtherance of the Company's objects.

## 11. Funds (Cont'd)

### Restricted funds

Restricted funds are subjected to specific trust which may be declared by the donor(s) or with their authority (e.g. in a public appeal) or created through legal process but still within the wider objects of the Company. Restricted fund shall be expended on programmatic expenses country wise.

Restricted funds includes:

- Medical equipment donated from a third party for the purpose of carrying out the mission activities for the Company.
- Advertisement grant sponsor by a third party for the purpose of spreading the awareness of cleft patient.

## 12. Fund-raising activities and expenditure

	2020 S\$	2019 S\$
Proceeds from donations and sponsorships excluding costs of goods sold	185,202	515,786
Fund-raising expenses excluding costs of goods sold	<u>(35,706)</u>	<u>(105,079)</u>
	<u>149,496</u>	<u>410,707</u>
Percentage of fund-raising expenses over gross donations and sponsorships	<u>19%</u>	<u>20%</u>

All fund-raising activities are included under the purview of Singapore's 70:30 fund-raising expense law. It includes both - activities within Singapore (local) and foreign. While it does not specify whether the activity has to be within the jurisdiction of Singapore, the spirit of the law is to maintain a cap on fund-raising expense by all locally registered charities.

## 13. Income and expenditure utilisation

In 2020, for the purpose of representing how much income was raised to be expended on local expenses and how much was actually spent, the following additional disclosure is presented for reference. Note that this is separate from restricted funds, which are separately shown in the financial statements.

	2020 S\$	2019 S\$
<b>Revenue Classification</b>		
Local	518,297	738,123
Others	<u>509,806</u>	<u>844,870</u>
	<u>1,028,103</u>	<u>1,582,993</u>
<b>Expenditure Classification</b>		
Local	981,075	1,519,235
Others	<u>278,603</u>	<u>346,189</u>
	<u>1,259,678</u>	<u>1,865,424</u>

#### 14. Operating lease commitments

The Company leases office premises, warehouse and office equipment from related and non-related parties under non-cancellable operating lease agreements.

The future minimum rental payable under non-cancellable operating leases contracted for at the end of the reporting period, but not recognised as liabilities, are as follows:

	2020 S\$	2019 S\$
<b>Rental of office premises and warehouse</b>		
Not later than one year	60,810	32,609
Later than one year but not later than five years	17,587	42,565
	<u>78,397</u>	<u>75,174</u>
<b>Rental of office equipment</b>		
Not later than one year	2,684	1,849
Later than one year but not later than five years	10,511	308
	<u>13,195</u>	<u>2,157</u>

During the financial year, the Company recognised S\$53,027 for office and warehouse rental and S\$1,456 for appliance expenses respectively (2019: S\$52,883 and S\$1,849). The rental and appliance expenses included COVID-19 related rent concessions received amounting to S\$10,134.

#### 15. Related party transactions

##### (a) Related party transactions

There were no transactions between the Company and related party for the financial years ended 30 June 2020 and 2019.

##### (b) Key management personnel compensation

The remuneration of key management personnel during the financial year was as follows:

	2020 S\$	2019 S\$
Salaries and other short-term employee benefits	175,500	186,000
Employer's contribution to CPF	12,240	17,340
	<u>187,740</u>	<u>203,340</u>
	2020	2019
No. of key executives of the Company in remuneration bands:		
Between S\$150,001 to S\$200,000	1	0
Between S\$200,001 to S\$300,000	<u>0</u>	<u>1</u>

## 16. Reserve position and policy

The Company's reserve position for the financial years ended 30 June 2020 and 2019 are as follows:

		2020 S\$'000	2019 S\$'000	Increase/ (Decrease) %
A	Unrestricted Funds			
	Accumulated fund	154	386	(60)
B	Restricted or Designated Funds			
	Designated fund	N/A	N/A	N/A
	Restricted fund	0	0	0
C	Endowment Funds	N/A	N/A	N/A
D	Total Funds	154	386	(60)
E	Total Annual Operating Expenditure	1,260	1,865	(32)
F	Ratio of Funds to Annual Operating Expenditure (A/E)	0.12	0.21	

Reference:

- C. An endowment fund consists of assets, funds or properties that are held in perpetuity, which produce annual income flow for the Company to spend as grants.
- D. Total Funds include unrestricted, restricted/designated and endowment funds.
- E. Total Annual Operating Expenditure includes expenses related to Cost of Generating Funds, Cost of Charitable Activities and Governance and Administrative Costs.

The Company's Reserve Policy is as follows:

The Company shall ensure a reserve of approximately six months of administrative expenses so that the Company can tide over any unforeseen situations when revenue generation dips drastically.

## 17. Management of conflict of interest

During the current and previous year, none of the Board members and key management personnel received any remuneration from the Company except for those disclosed in Note 15.

Board of Directors are required to disclose any interest that they may have, whether directly or indirectly, that the Company may enter into or in any organisations that the Company has dealings with or is considering dealing with; and any personal interest accruing to him as one of the Company's supplier, user of services or beneficiary. Should there be any potential conflict of interest, the affected Board members may not vote on the issue that was the subject matter of the disclosure. Detailed minutes will be taken on the disclosure as well as the basis for arriving at the final decision in relation to the issue at stake.

**18. Impact of COVID-19 (Coronavirus disease 2019)**

The COVID-19 pandemic has affected almost all countries of the world, and resulted in border closures, production stoppages, workplace closures, movement controls and other measures imposed by the various governments. The Company's significant operations are in Singapore which have been affected by the spread of COVID-19 in 2020. The nature of the Company's business are those of charitable activities relating to medical and health services. Therefore, the impact of COVID-19 on the Company's operations are minimal. Summarise the impact of COVID-19 as below on the Company's financial performance reflected in this set of financial statements for the year ended 30 June 2020:

- i. The Company has assessed that the going concern basis of preparation for this set of financial statements remains appropriate.
- ii. The Singapore Multi-Ministry Taskforce implemented an elevated set of safe distancing measures as a circuit breaker from 7 April 2020 to 1 June 2020, to pre-empt the trend of increasing local transmission of COVID-19. Except for those providing essential services and selected economic sectors which are critical for our local and the global supply chains, all businesses are required to suspend all in-person activities and the Company's physical operations were temporarily closed to adhere to the respective governments' movement control measures.
- iii. In 2020, the Company has received rental rebates for its office, warehouse and office equipment rental. The effects of such rental concessions received are disclosed in Note 14.
- iv. The Board updated and followed its Business Continuity Plan. The manpower cost reduction are enforced by reducing the remuneration and holding back the annual wage supplement for the financial year 2021. There are also social media campaigns which include online merchandise sales through the Company's website. The Company also sent appeals through email to constant charity supporters with request for donations.
- v. The government has also implemented assistance measures which might mitigate some of the impact of COVID-19 on the Company's results and liquidity.

As the global COVID-19 situation remains very fluid as at the date these financial statements were authorised for issuance, the Company cannot reasonably ascertain the full extent of the probable impact of the COVID-19 disruptions on its operating and financial performance for the financial year ending 30 June 2021. If the situation persists beyond management's current expectations, the Company's assets may be subject to further write downs in the subsequent financial periods.

**19. Authorisation of financial statements**

The financial statements for the financial year ended 30 June 2020 were authorised for issue in accordance with a resolution of the Board of Directors on

**22 FEB 2021**