



中華基督教會合一堂社會服務部

THE CHURCH OF CHRIST IN CHINA HOP YAT CHURCH
SOCIAL SERVICE DEPARTMENT



2023 - 2024 年報

ANNUAL REPORT

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1. 董事會主席的話

中華基督教會合一堂社會服務部自去年承接合一堂耆年中心的營辦權後，正式成為接受社會福利署資助的社會服務機構。我們在過去一年於人力資源管理、財務管理和社會服務發展方面都獲得寶貴的學習機會。董事會釐定本機構的整體策略和各委員會策劃及執行各項措施，使管治工作漸上軌道。

今年7月，社會服務部設立了總辦事處，以協調機構發展與服務策略：透過各部門及服務單位的互動合作，推動機構發展；並為董事會、執行委員會及轄下專責委員會提供支援。我衷心感謝中華基督教會合一堂借出祝齡樓場地作辦公室，讓總辦事處同工能安心處理機構的行政工作，而合一堂耆年中心同工亦可專注於優化社區的長者服務。我們也藉着同工團契，幫助前線同工了解機構的遠象、使命和核心價值；好使團隊能以同一心志遵從耶穌基督吩咐、效法祂服侍人群，以體現本機構的社會服務宣言。

雖然社會服務部是一所年資尚淺的小型機構，但我們已準備就緒，積極拓展社會服務。科技急速發展、國家安全備受關注的社會環境為我們帶來不同的機遇與挑戰。在現有服務方面，合一堂耆年中心將配合社會發展和服務使用者的訴求，提供更適切的長者服務；另一方面，我們也會按社會需要積極尋找契機，服侍不同群體。

回望社會服務部從構思到成立，歷程上滿有主恩。求主繼續帥領施恩、聖靈啟迪我們體察主的心意，以謙卑信靠的心並肩前進，服侍社會上有需要的社群。願主堅立我們手所作的工。

黎李淑靜

2024年12月

2. 機構會徽、社會服務宣言

機構會徽：



意念：以紅白色心形和火點作構圖，表達社會服務宣言「遵主囑咐為鹽為光，忠主所託服侍人群，彰主妙愛像父完全」，帶着基督的愛和光走出社區去服侍有需要的家庭。

機構社會服務宣言：

我們期盼達致的「遠象」、履行的「使命」、和持守的「核心價值」：

遠象：遵主囑咐、為鹽為光

（釋義：願效法耶穌基督進入社群，成為世上的光和鹽，以「仁愛」為鹽，「服務」為光，藉此燃亮生命，轉化社區，使受助者不獨受助且能助人，參與建設公義、仁愛、共融、和睦、健康的社區，實現天國於人間，榮歸上主。）

使命：忠主所託、服侍人群

（釋義：願履行耶穌基督彼此相愛的大誡命，落實傳道服務的大使命，受託為好管家，善用上主所賜資源，發揮恩賜，回應社區的需要，服侍身心靈軟弱困苦的人，使受助者尊嚴得維持、缺乏得補充、無助得亮光，並得機會認識上帝及其救恩，生命活得更豐盛。）

核心價值：彰主妙愛、像父完全

（釋義：願主耶穌捨己為人的大愛激勵我們，遵行愛人如己，關愛社群，重視人的價值與尊嚴，關顧全人身心社靈的需要；竭力成為上主忠心良善的僕人，尊主為大、誠信合一、像父完全、止於至善，活出榮神益人的生命。）

3. 機構主管的話

在 2024 年 7 月 16 日到任中華基督教會合一堂社會服務部機構主管，四個多月來的工作體會和感受，揉合了戰兢、壓力、欣喜和感恩。

到任前已了解作為一小型並新發展機構的機構主管，必然要親力親為地處理多層次和多層面的任務：跟進合一堂耆年中心營運機構更換的各項後續工作；建立總辦事處辦公室；支援董事會及各委員會完成編訂本機構各行政、人力資源及財務相關的手冊；處理人事及財務管理事宜；確保社會服務單位服務質素標準和問責；積極尋找合適地點擴展社會服務單位空間；與現有社會服務單位同工溝通磨合等。

工作無疑是戰兢和有一定的壓力，然而在其中卻經歷很多欣喜和感恩。欣喜看見一群非常投入的董事和委員會委員，過去數年逐步建立機構的制度、政策和程序；社會服務單位員工在有限資源下盡忠職守，提供合乎社會福利服務資助標準和要求的服務予服務使用者和社區；中華基督教會合一堂堂代表會亦給予機構在空間資源和實務上的支持。在此亦要感謝總辦事處助理行政幹事，勤奮地承擔了很多總辦事處行政實務和支援董事會及各委員會的工作。

我們要為上主對中華基督教會合一堂社會服務部一直的帶領和保守而感恩。機構主管是一個既看守（健全制度、服務標準、問責等）又建造（機構公關、服務擴展、開拓資源等）的職份；服事於一間以基督精神作為遠象、使命和核心價值的基督教社會服務機構，願以聖經舊約詩篇 127 篇第 1 節自勉並共勉之：「若不是耶和華建造房屋，建造的人就枉然勞力；若不是耶和華看守城池，看守的人就枉然警醒。」

方奕霖

2024 年 12 月

4. 會務簡報

本機構董事會透過其執行委員會，協調董事會其下的人力資源委員會、財務委員會和社會服務發展委員會，各自按其權責，協助董事會管理和發展本機構社會服務事工及機構行政事宜。社會服務發展委員會透過其下的合一堂耆年中心管理委員會，釐訂耆年中心服務發展方針和策略，監督其服務質素水平及有效資源運用。

機構行政及管理

- ◇ 跟進合一堂耆年中心營運機構更換的備忘錄內各項相關工作。
- ◇ 機構總辦事處於7月2日正式設立，位於香港般含道2號祝齡樓地下。逐步完成辦公室傢俱設備用品設置、更新機構檔案系統、理順總辦事處和合一堂耆年中心文件存檔安排等工作。
- ◇ 啟動修訂《章程細則》第55項，以完善每年周年大會的董事更替安排。
- ◇ 完成編訂本機構《行政手冊》。
- ◇ 在合一堂耆年中心成立同工團契，幫助同工團隊了解機構「社會服務宣言」；按機構的核心價值履行使命，以達成機構「宗旨」；認識基督教信仰；檢視及實踐耆年中心設立的目標、工作目標和事工方針；及提升團隊精神，充分發揮團隊能力服務社群。

社會服務發展

- ◇ 按本機構 2022 年訂定的《機構發展計劃》，發展社會服務；並監察合一堂耆年中心「服務質素標準」的更新及執行。
- ◇ 去信社會福利署申請把將合一堂耆年中心納入「以市值租金租賃處所設立暫時分處的措施」的服務單位名單，已獲社會福利署批准，本機構正積極尋找合適地點作合一堂耆年中心分處。
- ◇ 修訂合一堂耆年中心管理委員會職責細則。
- ◇ 社會福利署津貼組於 2024 年 5 月 16 日到合一堂耆年中心進行服務表現監察制度評估探訪。已收到社會福利署來函，表示所有審查項目皆已達標。
- ◇ 合一堂耆年中心以「一起踏上回憶之旅·個人生命故事網上展館製作回顧」項目參與「心連心·說好香港社福故事」。成功入圍「說好香港社福故事」75 個入選項目之一，並在 2024 年「心連心·社福薈萃賀國慶」活動中展示。
- ◇ 合一堂耆年中心 2023/24 年度服務使用者包括 1135 位長者會員、13 位耆青會員、108 位義工、260 位護老者或接受認知障礙症有關知識訓練人士。各類服務項目共 500 項；另外個案服務人數達 171 人。
- ◇ 合一堂耆年中心 2024/25 年度服務主題為「精神健康樂悠悠」，各服務項目按計劃進行，成效理想。

人力資源

- ◇ 成立「聘請機構主管委員會」，招聘機構主管。機構主管（半職）於 2024 年 7 月 16 日到任。
- ◇ 總辦事處助理行政幹事於 7 月 2 日到任。
- ◇ 確定本機構（總辦事處及合一堂耆年中心）受薪職員名單。
- ◇ 完成編訂本機構《人力資源政策及程序》手冊。
- ◇ 確定本機構 2024/25 年度員工工作表現評核安排細節，並完成修訂「員工工作表現評核表」。

財務

- ◇ 制定機構 2023 年 12 月接管合一堂耆年中心後，第一份機構整體財政預算(2024/25 年度財政預算)，包括總辦事處和合一堂耆年中心收支。
- ◇ 完成編訂本機構《財務政策及程序 - 總辦事處》手冊和《財務政策及程序 - 社會服務單位》手冊。
- ◇ 完成 2023 年 12 月接管合一堂耆年中心後，2023/24 年度三份核數報告。包括 (1) 中華基督教會合一堂耆年中心 2023 年 4 月至 11 月財政報告、(2) 本機構 2023/24 年度全年財政報告，和 (3) 本機構於 2024 年 10 月底呈交社會福利署的 2023/24 年度全年財政報告。
- ◇ 增設兩個儲蓄戶口，以存放社會福利署整體津貼(block grant)，和整筆過津貼(lump sum grant)以外收入（如捐款等）。
- ◇ 確保在流動現金充足的情況下，把部份現金儲蓄以定期存款存放，優化利息回報。

5. 核數報告

黃永善會計師行
W. S. Wong & Co.

PARTNERS

STEVEN Y. M. LEUNG (梁宇銘會計師)
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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

中華基督教會合一堂社會服務部

(incorporated in Hong Kong, limited by guarantee and not having a share capital)

Opinion

We have audited the financial statements of The Church of Christ in China Hop Yat Church Social Service Department 中華基督教會合一堂社會服務部 (“the Company”) set out on pages 1 to 14, which comprise the statement of financial position as at 31st March 2024, and the statement of income and expenditure, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements give a true and fair view of the financial position of the Company as at 31st March 2024, and of its financial performance and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standard for Private Entities (“HKFRS for Private Entities”) issued by the Hong Kong Institute of Certified Public Accountants (“HKICPA”) and have been properly prepared in compliance with the Hong Kong Companies Ordinance.

Basis for Opinion

We conducted our audit in accordance with Hong Kong Standards on Auditing (“HKSA”) issued by the HKICPA. Our responsibilities under those standards are further described in the Auditors’ Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Church in accordance with the HKICPA’s Code of Ethics for Professional Accountants (“the Code”), and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The directors are responsible for the other information. The other information comprises the information included in the directors’ report but does not include the financial statements and our auditors’ report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITORS' REPORT (CONT'D)
TO THE MEMBERS OF THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

中華基督教會合一堂社會服務部

(incorporated in Hong Kong, limited by guarantee and not having a share capital)

Other Information (Cont'd)

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.

Responsibilities of Directors and
Those Charged with Governance for the Financial Statements

The directors are responsible for the preparation of financial statements in accordance with the HKFRS for Private Entities issued by the HKICPA and the Hong Kong Companies Ordinance, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are 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 the directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. This report is made solely to you, as a body, in accordance with section 405 of the Hong Kong Companies Ordinance, and for no other purposes. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSA's 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.

INDEPENDENT AUDITORS' REPORT (CONT'D)
TO THE MEMBERS OF THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

中華基督教會合一堂社會服務部

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Auditors' Responsibilities for the Audit of the Financial Statements (Cont'd)

As part of an audit in accordance with HKSAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also :-

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' 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 auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the 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.

W. S. Wong & Co.
Certified Public Accountants

Hong Kong, 14th October 2024

中華基督教會合一堂社會服務部
THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

STATEMENT OF INCOME AND EXPENDITURE

FOR THE YEAR ENDED 31ST MARCH 2024

(Expressed in Hong Kong Dollars)

	<u>Note</u>	<u>2024</u>	<u>2023</u>
		\$	\$
INCOME			
Subvention		2,211,731.00	-
Block Grant		21,250.00	-
Fee income	4	129,710.00	-
One-off Subsidy for Elderly Centres for Purchase of Warm Items		20,800.00	-
Other income	5	77,323.85	6,270.00
The Scheme on Living Allowance for Cares of Elderly Persons from Low-income Families		<u>5,000.00</u>	<u>-</u>
		<u>2,465,814.85</u>	<u>6,270.00</u>
EXPENDITURE			
Activities expenses		692,486.90	-
General and administration expenses	6	1,874,096.33	6,270.00
One-off Subsidy for Elderly Centres for Purchase of Warm Items		<u>22,405.00</u>	<u>-</u>
		<u>2,588,988.23</u>	<u>6,270.00</u>
		(123,173.38)	-
EXCESSIVE SURPLUS REFUNDED TO SOCIAL WELFARE DEPARTMENT		<u>(37,143.67)</u>	<u>-</u>
DEFICIT FOR THE YEAR	7	<u><u>(160,317.05)</u></u>	<u><u>-</u></u>

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

中華基督教會合一堂社會服務部
THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31ST MARCH 2024

(Expressed in Hong Kong Dollars)

	<u>Note</u>	<u>2024</u>	<u>2023</u>
		\$	\$
Deficit for the year		(160,317.05)	-
Other comprehensive income			
Contribution from The Church of Christ in China			
Hop Yat Church Neighbourhood Elderly Centre		<u>3,891,951.63</u>	-
Total comprehensive income for the year		<u><u>3,731,634.58</u></u>	<u><u>-</u></u>

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

中華基督教會合一堂社會服務部
THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

STATEMENT OF FINANCIAL POSITION

AS AT 31ST MARCH 2024

(Expressed in Hong Kong Dollars)

	<u>Note</u>	<u>2024</u>	<u>2023</u>
		\$	\$
NON-CURRENT ASSETS			
Plant and equipment	8	<u>50,079.40</u>	-
TOTAL NON-CURRENT ASSETS		<u>50,079.40</u>	-
CURRENT ASSETS			
Accounts receivable		80.00	-
Prepayment		85,437.07	-
Deposits		5,440.00	-
Cash and bank balances	9	<u>3,652,721.11</u>	-
TOTAL CURRENT ASSETS		<u>3,743,678.18</u>	-
CURRENT LIABILITIES			
Accounts payable and accruals	10	53,300.00	3,000.00
Receipts in advance		<u>11,823.00</u>	-
TOTAL CURRENT LIABILITIES		<u>65,123.00</u>	<u>3,000.00</u>
NET CURRENT ASSETS / (LIABILITIES)		<u>3,678,555.18</u>	<u>(3,000.00)</u>
NET ASSETS / (LIABILITIES)		<u>3,728,634.58</u>	<u>(3,000.00)</u>
RESERVES			
General Reserve	7	2,971,330.98	(3,000.00)
Furniture and Equipment Replenishment and Minor Works Block Grant Reserve	11	272,457.90	-
Social Welfare Development Fund	12	<u>484,845.70</u>	-
TOTAL EQUITY		<u>3,728,634.58</u>	<u>(3,000.00)</u>



 Lee Suk Ching Penelope
 (Director)



 Chu Kam Chuen Jonathan
 (Director)

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

中華基督教會合一堂社會服務部
THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

NOTES TO THE FINANCIAL STATEMENTS

(Expressed in Hong Kong Dollars)

1. General

- (a) The Company is a company incorporated in Hong Kong, limited by guarantee and not having a share capital. The liability of each member is limited to \$100.
- (b) The Company's registered office is situated at Ground Floor, Jukling House, Hop Yat Church of the Church of Christ in China, 2 Bonham Road, Mid Level, Hong Kong.
- (c) On 1st December 2023, the Company has taken up the operation of elderly services from The Church of Christ in China Hop Yat Church Neighbourhood Elderly Centre 中華基督教會合一堂耆年中心.

Upon taken up the elderly services operation, the equity of The Church of Christ in China Hop Yat Church Neighbourhood Elderly Centre 中華基督教會合一堂耆年中心 together with the related assets and liabilities were transferred to the Company in the following manner :-

	\$
Assets and liabilities transferred to the Company :-	
Plant and equipment	66,772.53
Prepayment	30,625.93
Deposits	5,440.00
Accounts payable and accruals	<u>(24,300.00)</u>
	78,538.46
Amount receivable from The Church of Christ in China Hop Yat Church Neighbourhood Elderly Centre	<u>3,813,413.17</u>
Contribution from The Church of Christ in China Hop Yat Church Neighbourhood Elderly Centre	<u>3,891,951.63</u>

- (d) The main activity of the Company is the provision of services to the elderly.

中華基督教會合一堂社會服務部
THE CHURCH OF CHRIST IN CHINA
HOP YAT CHURCH SOCIAL SERVICE DEPARTMENT

NOTES TO THE FINANCIAL STATEMENTS

(Expressed in Hong Kong Dollars)

7. General Reserve

	Accumulated General Fund	Provident Fund Reserve	Lump Sum Grant Reserve	2024	2023
Note	Fund	Reserve	Reserve	2024	2023
	\$	\$	\$	\$	\$
Deficit brought forward	(3,000.00)	-	-	(3,000.00)	(3,000.00)
Surplus / (deficit) for the year	74,032.18	46,626.03	(280,975.26)	(160,317.05)	-
Transfer	(2,624.99)	-	2,624.99	-	-
Contribution from The Church of Christ in China Hop Yat Church Neighbourhood Elderly Centre	798,988.54	661,612.29	1,695,297.20	3,155,898.03	-
Transfer to Furniture and Equipment Replenishment and Minor Works Block Grant Reserve	11 (21,250.00)	-	-	(21,250.00)	-
Surplus / (deficit) carried forward	<u>846,145.73</u>	<u>708,238.32</u>	<u>1,416,946.93</u>	<u>2,971,330.98</u>	<u>(3,000.00)</u>

*欲參看完整的財務報告，請聯絡本機構公司秘書。

6. 第四屆董事會名單

主席 ：李淑靜女士

副主席 ：劉翠萍執事

名譽司庫 ：朱錦全先生

名譽書記 ：陳霞莉女士

董事 ：(按姓氏筆劃序)

文成安執事

吳家聰牧師

沈智輝大律師

李瑞文牧師

姚世明執事 (由 01/01/2024 起)

胡運基牧師

馬志民主任牧師

區國清先生

莫惠潔博士

黃麗娟執事 (由 04/01/2024 起)

黎志昌先生

黎湘儀女士

薛昌華校長

譚婉薇牧師

7. 各委員會名單

執行委員會名單

- 主席 ：李淑靜女士
- 副主席 ：劉翠萍執事
- 委員 ：(按姓氏筆劃序)
- 朱錦全先生
- 沈智輝大律師
- 陳霞莉女士
- 黎志昌先生
- 黎湘儀女士

人力資源委員會名單

- 主席 ：沈智輝大律師
- 副主席 ：薛昌華校長
- 委員 ：(按姓氏筆劃序)
- 朱錦全先生(當然委員)
- 李淑靜女士
- 區國清先生
- 黎志昌先生(當然委員)

社會服務發展委員會名單

主席：黎志昌先生

副主席：莫惠潔博士

委員：(按姓氏筆劃序)

吳國強醫生

陳霞莉女士

黃麗娟執事

劉翠萍執事

財務委員會名單

主席：黎湘儀女士

副主席：文成安執事

委員：(按姓氏筆劃序)

朱錦全先生(當然委員)

蕭淑嫻女士

鍾轉芳女士

顏啟璋先生

關志昌先生

合一堂耆年中心管理委員會名單

主席 ：莫惠潔博士

副主席 ：鄧仲江先生

書記 ：麥余愛賢女士

核數 ：黎潘少鳳女士

委員 ：(按姓氏筆劃序)

丘思敏女士

陳美琪女士

曾謝家樂女士

黎志昌先生(當然委員)

譚倫昌先生

譚婉薇牧師(當然委員)

8. 鳴謝

- (1) 庾柱林及庾黃淑靈慈善基金捐款支持本機構發展社會服務。
- (2) 中華基督教會合一堂堂代表會、義務法律顧問、社會服務委員會和主任牧師辦事處的支持和協助。
- (3) 社會福利署的意見和指導。
- (4) 政府產業署的意見和指導。

9. 活動花絮

第三屆周年大會(09/12/2023)









特別成員大會(03/08/2024)





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發行日期：2024年12月

印刷數量：50本