



新加坡佛教教診所

Singapore Buddhist Free Clinic

Annual General Meeting

# ANNUAL REPORT

【常年会员大会年度报告】

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# 献词

## 主席广声法师

本所创办至今52年，一向以“发扬佛教慈悲喜舍精神，缔造关怀互助的健康生活”为愿景；并以“提供高素质的医药照顾，为弱势群体减轻经济负担”为使命；奉行慈悲、平等、智慧、真诚、感恩、奉献的价值观，不分种族、宗教，一视同仁为大众服务。

佛法说人生有八苦，八苦之中又以病苦为最甚，因为病痛是没有人可以替代的，这点相信在新冠疫情爆发后，人们的感触更深！我国幸有贤能的政府，组织跨部门的抗疫工作小组，不断宣导全国安全防卫意识，抑制病毒的传播。抗疫期间，本所医职同人全力配合，紧守岗位，为民众提供诊治服务，虽然安全管理的压力加重了，清洁防卫的工作增加了，求诊者的不满怨怼也更频繁了，但员工们皆能无怨无悔，包容忍让，合作精神应予肯定！

现在的大厦于2005年重建，2007年8月启用，是本所的总办事处，二楼设有中医内科与针灸诊所，三楼是肿瘤治疗中心。罹患身病需要良医良药的救治，心理上的困扰则更需要同理心的聆听与关怀。因此本所从2014年开始也在大厦三楼右侧一角，增设了心理辅导服务，为心灵受创者排解郁悒的情绪，帮助他们解决心理的烦忧。至今为个案事主进行过的专业辅导超过2300次。

近两年的新冠疫情，给人们带来更多精神上的压力，需要辅导的人数也显著增加，三楼的辅导部门因空间狭小，不敷应用，因此在策略发展小组的建议下，我们决定将八楼天台盖顶，扩建为“心理辅导中心”。建成后将为更多需要缓解心灵困惑的事主提供舒适的空间，为促进社会的祥和与安宁尽一份力。扩建工程费用约需80至100万元，希望各位会员鼎力支持，贯彻药师如来希望一切众生，众病悉除，身心安乐的大愿。

# Message

## Venerable Sik Kwang Sheng, President of SBFC

The Clinic has been operating since its establishment 52 years ago. Throughout this time, it has continuously upheld its vision to propagate the Buddhist teachings on loving-kindness, compassion, joy and selflessness, and to promote wholesome living through sincere care and mutual support. In addition, it has served the public without discrimination, tirelessly carrying out its mission to provide high quality healthcare to vulnerable groups to reduce their financial burden, regardless of their race or religion.

The Buddha taught that there are eight sufferings in life, with the suffering from illness being the greatest, because no one else can experience the pain of being sick on another's behalf. This point has been made even more poignant since the COVID-19 pandemic struck. We are blessed in Singapore to have a responsive government that quickly organised a multi-ministry task force to direct and guide our nation-wide efforts to contain the contagion. During this difficult time battling the spread of the virus, our clinic staff cohesively and dutifully discharged their responsibilities, serving the public without complaint, despite the additional pressures of having to enforce safety management measures, and to increase disinfecting and cleaning frequencies. They also had to deal with patients who were unhappy or upset. We are grateful to staff for taking things in their stride and displaying exemplary patience in the face of such challenges.



The Clinic's present building was reconstructed in 2005, and commenced operations in August 2007. It houses the Clinic's headquarters, with the Internal Medicine and Acupuncture clinics on the second floor, and the Cancer Treatment Centre on the third floor. Physical ailments require effective treatment with drugs by doctors, whereas psychological conditions need empathetic listeners. In 2014, the Clinic designated the right-hand corner of the third floor for psychological counselling services, to help those who need therapy to resolve their mental and emotional worries. To date, it has provided counselling to more than 2,300 people.

However, the outbreak of COVID-19 has added to the mental turmoil experienced by some. More people need counselling help. The space for counselling services on the third floor is inadequate to meet this need. Hence, under the recommendation of the Strategic Development Working Group, we have decided to convert the open roof top area on the eighth floor into a Counselling Service Centre. This will be done by covering the area with a roof. After completion, there will be ample comfortable rooms to provide counselling to more people in need. The construction is estimated to cost between \$800,000 and \$1 million. We appeal to all our members to ardently support this worthy cause, embodying the Medicine Buddha's vast aspiration for all sentient beings to be free from sickness, and to enjoy well-being in body and mind.

## 现任董事及委员名表 Board of Directors and Committee Members

董事/委员 Director/ Committee Members	第30届 Term 30 <sup>th</sup> 委任日期 26-09-2020	第29届 Term 29 <sup>th</sup> 委任日期 15-09-2018	第28届 Term 28 <sup>th</sup> 委任日期 27-08-2016	服务本所起始日期 Starting Date of services SBFC
 释广声法师 普觉禅寺代表 Ven Sik Kwang Sheng KMSPKS Representative	<ul style="list-style-type: none"> <li>• 主席 President</li> <li>• 常务委员会主任 Chairman of Executive Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 主席 President</li> <li>• 常务委员会主任 Chairman of Executive Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 主席 President</li> <li>• 常务委员会主任 Chairman of Executive Committee</li> </ul>	14/06/2008 <ul style="list-style-type: none"> <li>• 历任主席 President</li> </ul>
 释宝宁法师 妙音觉苑代表 Ven Sek Bao Ning Meow Im Kok Yuen Representative	<ul style="list-style-type: none"> <li>• 副主席 Vice President</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> </ul>	28/06/1992 曾任 <ul style="list-style-type: none"> <li>• 分所财政 Branch Treasurer</li> </ul>
 陈荣銮居士 Mr Chan Yong Luan	<ul style="list-style-type: none"> <li>• 秘书 Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 心理辅导委员会主任 Chairman of Counselling Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 秘书 Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 心理辅导委员会主任 Chairman of Counselling Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 秘书 Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 心理辅导委员会主任 Chairman of Counselling Committee</li> </ul>	02/06/2002 曾任 <ul style="list-style-type: none"> <li>• 分所秘书 Branch Secretary</li> </ul>

# OVERVIEW OF CHARITY

董事/委员 Director/ Committee Members	第30届 Term 30 <sup>th</sup> 委任日期 26-09-2020	第29届 Term 29 <sup>th</sup> 委任日期 15-09-2018	第28届 Term 28 <sup>th</sup> 委任日期 27-08-2016	服务本所起始日期 Starting Date of services SBFC
 <p>陈宝穗居士 Ms Chan Poh Swai</p>	<ul style="list-style-type: none"> <li>• 副秘书长 Assistant Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员会主任 Chairman of HR Committee</li> <li>• 财务委员 Member of Finance Committee</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 财政 Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 财务委员会主任 Chairman of Finance Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 筹款委员 Member of Fund Raising Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 财政 Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 心理辅导委员 Member of Counselling Committee</li> </ul>	<p>12/08/2014</p> <p>曾任</p> <ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员 Member of Audit Committee</li> </ul>
 <p>林德欢居士 Mr Lim Teck Foon</p>	<ul style="list-style-type: none"> <li>• 财政 Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 财务委员会主任 Chairman of Finance Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 心理辅导委员 Member of Counselling Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 人力资源委员会主任 Chairman of HR Committee</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 人力资源委员会主任 Chairman of HR Committee</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	<p>27/08/2016</p>
 <p>吴沛声居士 Mr Goh Swee Sheng</p>	<ul style="list-style-type: none"> <li>• 副财政 Assistant Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 财务委员 Member of Finance Committee</li> <li>• 筹款委员会主任 Chairman of Fund Raising Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 筹款委员会主任 Chairman of Fund Raising Committee</li> </ul>		<p>19/01/2019</p>

董事/委员 Director/ Committee Members	第30届 Term 30 <sup>th</sup> 委任日期 26-09-2020	第29届 Term 29 <sup>th</sup> 委任日期 15-09-2018	第28届 Term 28 <sup>th</sup> 委任日期 27-08-2016	服务本所起始日期 Starting Date of services SBFC
 施龙现博士 Dr See Long Hian	<ul style="list-style-type: none"> <li>• 医药主任 Medical Director</li> <li>• 医药咨询委员会主任 Chairman of Medical Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 医药主任 Medical Director</li> <li>• 医药咨询委员会主任 Chairman of Medical Advisory Committee</li> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 医药主任 Medical Director</li> <li>• 医药咨询委员会主任 Chairman of Medical Advisory Committee</li> </ul>	06/06/2004  历任 <ul style="list-style-type: none"> <li>• 医药主任 Medical Director</li> </ul>
 严忠胜居士 Mr Yim Chong Seng	<ul style="list-style-type: none"> <li>• 副医药主任 Deputy Medical Director</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副医药主任 Deputy Medical Director</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> <li>• 心理辅导委员 Member of Counselling Committee</li> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副医药主任 Deputy Medical Director</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> <li>• 心理辅导委员 Member of Counselling Committee</li> </ul>	05/06/1994  曾任 <ul style="list-style-type: none"> <li>• 分所秘书 Branch Secretary</li> <li>• 秘书长 General Secretary</li> <li>• 财务主任 Director of Financial</li> </ul>
 释净聪法师 Ven Sik Ching Chung	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 财务委员 Member of Finance Committee</li> <li>• 筹款委员 Member of Fund Raising Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副财政 Assistant Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副财政 Assistant Treasurer</li> <li>• 常务委员 Member of Executive Committee</li> </ul>	20/06/1982  曾任 <ul style="list-style-type: none"> <li>• 分所财政 Branch Treasurer</li> <li>• 财务主任 Director of Financial</li> </ul>
 谢智友居士 Mr Chia Ti Yu	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员会主任 Chairman of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员会主任 Chairman of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员会主任 Chairman of Audit Committee</li> </ul>	27/10/2012  历任 <ul style="list-style-type: none"> <li>• 审计委员会主任 Chairman of Audit Committee</li> </ul>

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 谭文俊居士 Mr Tham Mun Chun	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> <li>• 审计委员 Member of Audit Committee</li> </ul>	27/08/2016
 林宝淳居士 Ms Seck Poh Soon	<ul style="list-style-type: none"> <li>• 董事 Director</li> </ul>	<ul style="list-style-type: none"> <li>• 董事 Director</li> </ul>		15/09/2018
 陈若莹居士 药师行愿会代表 Ms Chan Ruo Ying BMWS Representative	<ul style="list-style-type: none"> <li>• 董事 Director</li> </ul>			26/09/2020
 梁南仲居士 Mr Leong Lam Cheong	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副秘书长 Assistant Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 财务委员 Member of Finance Committee</li> <li>• 人力资源委员 Member of HR Committee</li> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 副秘书长 Assistant Secretary</li> <li>• 常务委员 Member of Executive Committee</li> <li>• 人力资源委员 Member of HR Committee</li> </ul>	20/06/1982  曾任 • 分所秘书 Branch Secretary

董事/委员 Director/ Committee Members	第30届 Term 30 <sup>th</sup> 委任日期 26-09-2020	第29届 Term 29 <sup>th</sup> 委任日期 15-09-2018	第28届 Term 28 <sup>th</sup> 委任日期 27-08-2016	服务本所起始日期 Starting Date of services SBFC
 朱仲涵居士 Mr Choo Tong Hum	<ul style="list-style-type: none"> <li>• 人力资源委员 Member of HR Committee</li> <li>• 筹款委员 Member of Fund Raising Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 人力资源委员 Member of HR Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 人力资源委员 Member of HR Committee</li> </ul>	27/08/2016
 谢乘龄居士 Mr Chia Seng Leng	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> <li>• 筹款委员 Member of Fund Raising Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> <li>• 筹款委员 Member of Fund Raising Committee</li> </ul>		15/09/2018
 梁雅沛居士 Mdm Liang Ah Pui	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> </ul>		15/09/2018
 陈旷今居士 Mr Chan Man Tan	<ul style="list-style-type: none"> <li>• 财务委员 Member of Finance Committee</li> <li>• 心理辅导委员 Member of Counselling Committee</li> </ul>	<ul style="list-style-type: none"> <li>• 心理辅导委员 Member of Counselling Committee</li> </ul>		15/09/2018
 王玉兰居士 Mdm Ong Quee Lan	<ul style="list-style-type: none"> <li>• 医药咨询委员 Member of Medical Advisory Committee</li> </ul>			26/09/2020

# 第30届董事及委员就职 暨召开第一次董事会议



全体董事及委员宣誓就职



主席广声法师致词



财政交接，上图：第29届财政陈宝穗居士卸任；  
下图：林德欢居士接任第30届财政职位



第30届第一次董事会议于五楼会议厅召开

第30届董事及各委员合照



## 法定披露

作为我国注册的公益慈善团体，本所根据【慈善(账目与常年报告)2011条例】，向本所会员及公众人士披露以下详情：

(1)	<p><b>管理文据</b> 本所现行管理文据是经卫生部和社团注册官于2017年3月7日批准的《新加坡佛教施诊所章程》。</p>
(2)	<p><b>社团注册号码</b> 1969年5月12日根据“社团注册法令”注册为社团，编号UEN S69SS0009J。</p>
(3)	<p><b>慈善团体注册号码</b> 1984年10月24日根据“慈善法令1982”注册为慈善团体，编号0100。</p>
(4)	<p><b>公益机构号码</b> HEF NO: 0038/G隶属卫生部</p>
(5)	<p><b>注册地址</b> 新加坡芽笼23巷48号，邮区388376</p>
(6)	<p><b>网址：</b> www.sbfc.org.sg</p>
(7)	<p><b>联络：</b> 电话 67487292 传真 67487239 电邮 admin@sbfc.org.sg</p>
(8)	<p><b>会员人数</b> 截至2021年3月31日，会员共计117位。其中非个人会员（寺庙或团体）26位，个人会员91位。</p>
(9)	<p><b>不动产信托人</b> 释达仁 释广声 释法辉 释净聪 不动产 1： 48 Lorong 23 Geylang Singapore 388376 不动产 2： 44 Craig Road Singapore 089682 不动产 3： Blk 77 Indus Road Singapore 160077</p>
(10)	<p><b>专业咨询</b> 法律顾问：朱时生律师 JP PBM BBM 内部审计公司：Shared Services for Charities 外部审计公司：周怀礼特许会计师馆</p>
(11)	<p><b>金融服务</b> • 来往银行：华侨银行 大华银行 星展银行 花旗银行 渣打银行 • 定期存款户口：中国银行 兴业银行 渣打银行 马来亚银行 星金融 丰隆金融</p>

<p>(12)</p>	<p><b>执行长：</b> 现任执行长释贤通于2012年8月就任。她之前于1979年12月至2011年3月任总所执行秘书，2011年4月至2012年4月任总执行秘书。</p>
<p>(13)</p>	<p><b>利益冲突政策：</b> 本所要求所有董事须遵照利益冲突政策，申明与本所有商业交易往来或涉及合约的关系、或与本所有来往的其他机构或组织有利益关系、或即将与这些机构组织建立合资关系。 相关董事不应对相关事项投票表决，作决定或参与讨论该事项。 申明包括以下各项：</p> <ul style="list-style-type: none"> <li>• 申明跟即将受聘于诊所的亲友关系，在招聘过程避免作有影响的决定。</li> <li>• 义务为公众服务以维持公众的信任而不是为了个人利益。</li> <li>• 执行职务时不得接受来自（或提供予）任何有利益关系的组织或社区或诊所职员的个人优惠或礼物。</li> <li>• 在执行董事会成员公职时避免与第三方分享任何优待或秘密资料。</li> </ul>
<p>(14)</p>	<p><b>吹哨政策</b> 为加强新加坡佛教施诊所的监管治理，杜绝任何如：欺诈、舞弊、吸毒等违法罪行，本所已设立吹哨政策，若发现任何员工、供应商或其他相关人士涉及不法事件，请立即举报。</p> <p>吹哨者应使用真实姓名（或至少有电邮地址）以便进一步联系取得相关资料查明真相。在可行或法律允许的情况下，本所将不会公开吹哨者身份</p> <p>如何告发和告发什么？ 吹哨者应据实提供所知信息以示真诚，例如：</p> <ul style="list-style-type: none"> <li>• 相关人士姓名或公司名称</li> <li>• 事件发生的时间和地点</li> <li>• 事件发生的频率</li> <li>• 所涉及的金钱或资产数额</li> <li>• 实物证据（如有）</li> <li>• 其他可关注的信息</li> </ul> <p>告发频道 电邮: <a href="mailto:whistleblowing@sbfc.org.sg">whistleblowing@sbfc.org.sg</a> 邮寄: Whistle blowing Investigation Officer Singapore Buddhist Free Clinic Level 4, 48 Lorong 23 Geylang Singapore 388376</p>
<p>(15)</p>	<p><b>个人资料保护政策查询</b> <a href="http://www.sbfc.org.sg/protection-policy">www.sbfc.org.sg/protection-policy</a></p>

## Statutory Disclosure

As a registered charitable organization in Singapore, Singapore Buddhist Free Clinic (SBFC) make disclosure in accordance to Charities (Accounts and Annual Report) Regulations 2011] to our members and general public.

(1)	<p><b>Constitution</b> The current constitution of SBFC had been approved by the Ministry of Health and the Registrar of Societies on 7 March 2017, as published by the relevant authorities as “Singapore Buddhist Free Clinic Constitution”.</p>
(2)	<p><b>Unique Entity Number</b> SBFC was registered on 12 May 1969 with the Registrar of Societies and the UEN assigned is S69SS0009J.</p>
(3)	<p><b>Charity Registration Number</b> SBFC was registered as a Charity on 24 October 1984 in accordance to the Charity Act 1982. Charity Registration Number: 0100.</p>
(4)	<p><b>Institute of Public Character</b> SBFC is an approved IPC regulated by Ministry of Health. IPC Status No: HEF 0038/G.</p>
(5)	<p><b>Registered Address</b> 48, Lorong 23 Geylang, Singapore 388376.</p>
(6)	<p><b>Website:</b> www.sbfc.org.sg</p>
(7)	<p><b>Contact</b> Tel: 67487292 Fax: 67487239 Email: admin@sbfc.org.sg</p>
(8)	<p><b>Number of Members</b> As at 31 March 2021, SBFC had 117 members consist of 26 non-individuals (Temples or Organizations) and 91 individuals.</p>
(9)	<p><b>Trustees of Immovable Properties</b> Sek Tat Jin, Sik Kwang Sheng, Shi Fa Hui@Yong Giok Beng, Sik Ching Chung Property 1: 48 Lorong 23 Geylang Singapore 388376 Property 2: 44 Craig Road Singapore 089682 Property 3: Blk 77 Indus Road Singapore 160077</p>
(10)	<p><b>Professional Consultation</b> Legal Advisor: Mr Choo Si Sen, JP PBM BBM Internal Auditors: Shared Services for Charities External Auditors: Chew Whye Lee PAC</p>
(11)	<p><b>Finance Service</b> Current Account: OCBC UOB DBS CB SCB Fixed Deposit Account: BOC RHB SCB MB SIF HLF</p>

(12)	<p><b>Chief Executive Officer :</b> Seck Sian Tiong assumed duties on August 2012, Prior to this appointment she was Admin Secretary of Main Clinic from Dec 1979 to March 2011, and Chief Admin Secretary from April 2011 to July 2012.</p>
(13)	<p><b>Conflict of Interest Policy :</b> The Clinic’s policy on conflict of interest is that Board of Directors are required to declare any personal or vested interest in business transactions, contracts and/or joint ventures that the Clinic may enter into, as soon as such conflict or the possibility of such conflict arises, and abstain from discussion, decision-making and/or voting on the transaction or contract.</p> <ul style="list-style-type: none"> <li>• Declare any close relationships (i.e. more than acquaintances) with potential staff recruits, and refrain from influencing decisions on the recruitment process.</li> <li>• Serve without remuneration so as to maintain the integrity of serving for public trust and community good instead of personal gain.</li> <li>• In performing Board member duties, not to accept (or offer) personal favors or gifts from (or to) any interest group or constituency, or staff of the Clinic.</li> <li>• Refrain from sharing with third parties any privileged/confidential information obtained in the course of their work as the Clinic Board members.</li> </ul>
(14)	<p><b>Whistleblowing Policy Statement</b> In an effort which may be to strengthen corporate governance practices, SBFC has adopted a Whistle-Blowing Policy to provide the staff a platform to raise any concerns related to fraud, corruption, misconduct, and drug abuse, criminal acts that involve SBFC staff, vendors or any other related parties.</p> <p>We encourage whistle-blowers to put their names (or at least an email address) to the allegations in case further information or clarification is required. To the extent feasible and permissible, SBFC will not reveal the identity of the whistle-blower.</p> <p>How and what to report? Whistle-blowers may report in good faith their concerns by providing the following information: Name(s) of person(s)/Company(ies) involved Date, time and location of incident Frequency of occurrence Value of any money or assets involved Physical evidence (if any) Any other information that may substantiates their concern</p> <p>Reporting Channels Email: <a href="mailto:whistleblowing@sbfc.org.sg">whistleblowing@sbfc.org.sg</a> Mail: Whistle blowing Investigation Officer Singapore Buddhist Free Clinic Level 4, 48 Lorong 23 Geylang Singapore 388376</p>
(15)	<p><b>Personal Data Protection Policy enquiry</b> <a href="http://www.sbfc.org.sg/protection-policy">www.sbfc.org.sg/protection-policy</a></p>

## 会员名表 (截至2021年3月)

### 团体会员

光明山普觉禅寺	ML001	净名佛教中心	MA018
同善堂	ML002	善缘堂	MA019
妙音觉苑	ML003	菩提佛院	MA022
大悲院	ML009	观音寺	MA023
新加坡佛教总会	MA001	福寿堂	MA025
毗卢寺	MA004	佛缘林	MA026
灵峰般若讲堂	MA005	南海飞来	MA027
福海禅寺	MA006	如切观音堂	MA028
圆明寺	MA007	飞霞精舍	MA029
菩提兰若	MA008	普济寺佛学研究会	MA031
自度庵	MA009	佛教会	MA041
万佛林	MA014	药师行愿会	MA047
新加坡佛教青年弘法团	MA016	善福堂	MA048

### 僧伽会员

释能度	MB004	释严明	MB025
释净聪	MB005	释少华	MB028
释法辉	MB007	释自振	MB029
释法达	MB008	释法吉	MB035
释贤祥	MB010	释慧光	MB037
释慧雄	MB016	释达仁	MB038
释广助	MB020	释贤参	MB039
释贤通	MB022	释定融	MB041
释传根	MB023		

## 个人会员

白丽英	MC082	梁康添	MC213	孙广益	ML007
陈宝穗	MC063	梁雅沛	MC226	孙广安	MC101
陈春金	MC093	林淑好	MC005	孙慧贞	MC106
陈嘉祺	MC076	林植宗	MC013	谭文俊	MC231
陈界诚	MC047	林洪源	MC014	汪家裕	MC190
陈木福	MC139	林洪智	MC015	王荣耀	MC066
陈荣奎	MC134	林金枝	MC053	王秀莲	MC062
陈玩卿	MC156	林镇南	MC057	王玉兰	MC069
陈维源	MC128	林晋材	MC074	王元侯	MC230
陈照秋	MC021	林亚时	MC089	谢智友	MC214
陈芝兰	MC001	林细娜	MC094	谢乘龄	MC233
陈燕娜	MC227	林秀凤	MC112	严忠胜	MC018
陈旷今	MC232	林乌吉	MC126	叶静慧	MC196
傅栋晟	MC228	林梅	MC118	曾金婵	MC144
郭添锦	MC217	林宝淳	MC149	张心菊	MC031
韩燕书	MC095	林德欢	MC229	张雪莲	MC167
洪金山	MC162	潘锦华	MC216	张子明	MC100
洪孟珠	MC011	邱亚兰	MC218	张子英	MC103
黄德泰	MC007	阮桂萍	MC151	鍾瑜卿	MC102
黄金珠	MC140	余晶晶	MC032	朱国楨	MC006
赖小华	MC201	沈学斌	MC038	朱云萍	MC138
赖玉珠	MC205	沈清秀	MC041	朱仲涵	MC223
李丁才	MC049	沈坤丰	MC055	左莺莺	MC202
梁南仲	MC044	施龙现	MC137	吴沛声	MC234
梁淼芳	MC219	廖顺建	MC235		

## 监管评估清单

(2020年4月至2021年3月)

编号	指导原则说明	指导原则	遵循选项
	<b>董事部监管</b>		
1	为加入董事部的新成员提供入门计划和熟悉会务的说明会	1.1.2	已遵循
2	董事部成员有没有兼任职员？ (若答案是“没有”，请跳过项目3和4)		没有
3	董事部主席并非职员担任，且其人数不得超过董事部人数的三分之一。	1.1.3	
4	应该明确划分董事部成员在董事部的角色和他们所参与的执行和运作职务。他们所参与的职务应有书面职责描述。	1.1.5	
5	慈善机构的财政(或在慈善机构担任同等职位，如财务委员会主席，或负责监督慈善机构财务的董事部成员)最多只可连任四年。如果慈善机构没有任命董事部成员监督财务，则假定主席负责监督慈善机构的财务。	1.1.7	已遵循
6	所有董事部成员应至少每隔三年重新被提名或被重新受委。	1.1.8	已遵循
7	董事部每隔一段时间或每三年一次，视何者较短，定期进行自我评估，以评定其表现和有效性。	1.1.12	已遵循
8	董事部是否有一名或多名成员连任超过10年以上？ (若答案是“没有”，请跳过项目9)		有
9	慈善团体在常年报告中公布每名董事部成员超过10年以上的理由。	1.1.13	已遵循
10	董事部及旗下每个董事委员会成员都有按书面职责范围执行任务。	1.2.1	已遵循
	<b>利益冲突</b>		
11	慈善团体明文规定程序，让董事部成员或职员及早向董事部申明利益冲突。	2.1	已遵循
12	有利益冲突的董事部成员在相关事项的决策中并没有投票表决或参与讨论该事项。	2.4	已遵循
	<b>策略性规划</b>		
13	董事部定期检讨和批准慈善团体的策略性计划，以确保活动符合其宗旨。	3.2.2	已遵循
	<b>人力资源管理及义工管理</b>		
14	董事部批准职员书面人力资源政策。	5.1	已遵循
15	慈善团体有经董事部批准的书面行为守则，供董事部成员、职员和义工(如适用)参阅。	5.3	已遵循
16	已具有例常监督和评估职员，并为他们提供专业发展的程序。	5.5	已遵循

17	是否有义工服务于慈善团体？ (若答案是“没有”，请跳过项目 18)		有
18	慈善团体拥有完善的义工管理政策。	5.7	已遵循
	<b>财务管理和内部监控</b>		
19	在提供非慈善团体主要公益项目时，慈善团体应有书面文件征求董事会批准，才能外贷任何款项、给予捐款、补助金或经济援助。	6.1.1	已遵循
20	董事部确保在财务方面的主要领域有建立一套内部监控书面程序的系统。	6.1.2	已遵循
21	董事部确保慈善团体的监控、内部程序、主要计划和项目定期获得检讨。	6.1.3	已遵循
22	董事部确保慈善团体有完善的监控程序，可定期监控和检讨其主要风险。	6.1.4	已遵循
23	董事部批准慈善团体的常年预算并定期监控开支。	6.2.1	已遵循
24	慈善团体是否将其储备金用于包括定期存款在内的投资项目？ (若答案是“没有”，请跳过项目 25)		有
25	慈善团体有一份经董事会批准的投资政策。	6.4.3	已遵循
	<b>筹款惯例</b>		
26	慈善团体今年是否收到现金筹款（无论是主动筹集或他人捐赠）？ (若答案是“没有”，请跳过项目 27)		有
27	慈善团体所收集到的筹款（无论是主动筹集或他人捐赠）都经过正确记录并尽速存入银行。	7.2.2	已遵循
28	慈善团体今年是否收到实物捐赠？ (若答案是“没有”，请跳过项目 29)		没有
29	慈善团体所收集到的实物捐赠都经过正确记录并列入其名下。	7.2.3	
	<b>披露和透明度</b>		
30	慈善团体公开其常年报告。 a) 一年举办董事会的次数；以及 b) 个别董事部成员的会议出席率。	8.2	已遵循
31	董事部成员为董事部服务是否获得酬劳？ (若答案是“没有”，请跳过项目 32 和 33)		没有
32	无董事部成员参与决定自己的薪酬。	2.2	
33	慈善团体在常年报告中公开每名董事部成员所获得的确切酬劳和利益。或者 慈善团体公开所有董事部成员都没有获得酬劳。	8.3	
34	慈善团体是否聘请受薪职员？ (若答案是“没有”，请跳过项目 35、36 和 37)		有
35	无职员参与决定自己的薪酬。	2.2	已遵循

36	<p>慈善团体公开其常年报告。</p> <p>1) 慈善团体在常年报告中公开首三名年薪超过 10 万元最高薪职员的（包括来自慈善机构子公司）的薪酬；以及</p> <p>2) 首三名最高年薪的职员是否也同时也任职于慈善团体董事部，有关员工的年薪必须以 10 万元为单位。</p> <p>或者</p> <p>慈善团体披露其机构的受薪员工没有人领取超过 10 万元的年薪。</p>	8.4	已遵循
37	<p>慈善团体在常年报告中披露符合以下情况的员工：</p> <p>a) 员工与执行主任或董事部成员有直属家庭成员关系</p> <p>b) 员工的年薪超过 5 万元（以每 10 万元为一范畴）。</p> <p>或者</p> <p>慈善机构披露没有年薪超过 5 万元的员工与执行主任或董事部成员有直属家庭成员关系。</p>	8.5	已遵循
<b>公众形象</b>			
38	慈善团体应对关于本身和其在所有媒体平台所发布的活动信息拟定书面的沟通政策。	9.2	已遵循

### 申明人资料

姓名	释贤通
电邮	sstong@sbfc.org.sg
联系号码	63090590
职位	执行长
<input checked="" type="checkbox"/>	我谨此声明，我的慈善团体/公益机构监管董事部已批准这份监管评估清单并授权于本人代为提呈。我在这份清单中所提供的资料，据我所知都是正确的，而我并没有故意隐瞒任何事实。提供准确及最新清单资料的全部责任落在我的慈善团体/公益机构监管董事部身上。

## Governance Evaluation Checklists

( for the financial year April 2020 to March 2021 )

S/N	Description	Code ID	Response
	<b>Board Governance</b>		
1	Induction and orientation are provided to incoming Board members on joining the Board.	1.1.2	Complied
2	Are there Board members holding staff appointments? (Skip items 3 and 4 if “No”)		No
3	Staff does not chair the Board and does not comprise more than one-third of the Board.	1.1.3	
4	There are written job descriptions for their executive functions and operational duties which are distinct from their Board roles.	1.1.5	
5	The Treasurer of the charity (or any person holding an equivalent position in the charity, e.g. Finance Committee Chairman or a governing Board member responsible for overseeing the finances of the charity) can only serve a maximum of 4 consecutive years. If the charity has not appointed any governing board member to oversee the finances, it will be presumed that the Chairman oversees the finances of the charity.	1.1.7	Complied
6	All governing board members must submit themselves for re-nomination and re-appointment, at least once every three years.	1.1.8	Complied
7	The Board conducts self-evaluation to assess its performance and effectiveness once during its term or every three years, whichever is shorter.	1.1.12	Complied
8	Is there any governing board member who has served for more than 10 consecutive years? (Skip item 9 if “no”)		Yes
9	The charity discloses in its annual report the reasons for retaining governing board member who has served for more than 10 consecutive years.	1.1.13	Complied
10	There are documented terms of reference for the Board and each of its Board Committees.	1.2.1	Complied
	<b>Conflict of Interest</b>		
11	There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	2.1	Complied
12	Governing board members do not vote or participate in decision-making on matters where they have a conflict of interest.	2.4	Complied
	<b>Strategic Planning</b>		
13	The Board periodically reviews and approves the strategic plan for the charity to ensure that the charity activities are in line with the charity’s objectives.	3.2.2.	Complied
	<b>Human Resource Management and Volunteer Management</b>		
14	The Board approves documented human resource policies for staff.	5.1	Complied
15	There is a documented Code of Conduct for governing board members, staff and volunteers (where applicable) which is approved by the Board.	5.3	Complied

16	There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied
17	Are there volunteers serving in the charity? (Skip item 18 if “no”)		Yes
18	There are volunteer management policies in place for volunteers.	5.7	Complied
<b>Financial Management and Internal Controls</b>			
19	There is a documented policy to seek Board’s approval for any loans, donations, grants or financial assistance provided by the charity which are not part of its core charitable programmes.	6.1.1	Complied
20	The Board ensures internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Complied
21	The Board ensures reviews on the charity’s internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied
22	The board ensures that there is a process to identify, regularly monitor and review the charity’s key risks.	6.1.4	Complied
23	The Board approves an annual budget for the charity’s plans and regularly monitors its expenditure	6.2.1	Complied
24	Does the charity invest its reserves, including fixed deposits? (Skip item 25 if “no”)		Yes
25	The charity has a documented investment policy approved by the Board.	6.4.3	Complied
<b>Fundraising Practices</b>			
26	Did the charity receive cash donations (solicited or unsolicited) during the year? (Skip item 27 if “no”)		<b>Yes</b>
27	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied
28	Did the charity receive donations-in-kind during the year? (Skip item 29 if “no”)		<b>No</b>
29	All donations-in-kind received are properly recorded and accounted for by the charity	7.2.3	
<b>Disclosure and Transparency</b>			
30	The charity discloses in its annual report:- a) Number of Board meetings in the year; and b) The attendance of every governing board member at those meetings.	8.2	Complied
31	Are governing board members remunerated for their services to the Board? (Skip items 32 and 33 if “no”)		No
32	No Board member is involved in setting his or her own remuneration.	2.2	
33	The charity discloses the exact remuneration and benefits received by each Board member in the annual report. OR The charity discloses that no Board members are remunerated.	8.3	
34	Does the charity employ paid staff? (Skip items 35, 36 and 37 if “no”)		Yes

35	No staff is involved in setting his or her own remuneration.	2.2	Complied
36	The charity discloses in its annual report- a) the total annual remuneration for each of its 3 highest paid staff who each has receives remuneration (including remuneration received from the charity subsidiaries) exceeding \$100,000 during the financial year; and b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.	8.4	Complied
37	The charity discloses the number of paid staff who satisfies all of the following criteria: a) the staff is a close member of the family belonging to the Executive Head or a governing board member of the charity; b) the staff has receives remuneration exceeding \$50,000 during the financial year. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that there is no paid staff belonging to the Executive Head or a governing board member of the charity, who has receives remuneration exceeding \$50,000 during the financial year.	8.5	Complied
<b>Public Image</b>			
38	The charity has a documented communication policy on the release of information about the charity and its activities across all media platforms.	9.2	Complied

### Declaration

<b>Name</b>	Seck Sian Tiong
<b>Email</b>	sstong@sbfc.org.sg
<b>Contact</b>	63090590
<b>Designation</b>	Chief Executive Officer
<input checked="" type="checkbox"/>	I declare that my charity's / IPC's governing Board has approved this Governance Evaluation Checklist and authorised me to submit on its behalf. All information given by me in this submission is true to the best of my knowledge and I have not wilfully suppressed any material fact. The full responsibility for providing accurate and updated checklist information will rest with my charity's/IPC's governing board.

# 新加坡佛教施诊所 2021年度常年会员大会会务概况报告

(2020年4月至2021年3月)

秘书：陈荣銮居士

## 行政概况

### (1) 2020年度常年会员大会及董事复选会议

#### 1.1 常年会员大会

1.1.1 2020年度常年会员大会原定于9月26日（星期六）下午2时召开，由于未达法定人数，依照章程延后半小时召开，出席会员共24位，公推光明山普觉禅寺广声法师主持会议。

非个人会员 4 位

光明山普觉禅寺（释广声） 妙音觉苑（释宝宁）

佛教会（释宝通） 药师行愿会（陈若莹）

个人会员20位

释净聪 释贤通 释达仁 陈宝穗 陈嘉祺 陈荣銮

陈玩卿 陈旷今 韩燕书 林宝淳 林德欢 阮桂萍

梁雅沛 严忠胜 吴泐声 廖顺建 施龙现 王玉兰

谢智友 谢乘龄

#### 1.1.2 会议议程：

主席广声法师于下午2时35分宣布大会开始。

执行长宣读前期会议记录，众认无误一致通过。

大会接受秘书陈荣銮居士报告2019年4月至2020年3月会务概况书面报告；

财政陈宝穗居士根据石林特许会计师事务所审计报告作全年收支账目汇报。

在讨论事项中，大会接受董事会建议委任周怀礼特许审计师馆（Chew Whye Lee PAC）为2020-2021年度外部审计师。

大会随后记名选举第30届董事

首先在与会会员中推选监选人、监票人、唱票人及记票人，结果如下：

监选人——释广声 监票人——释宝宁

唱票人——陈荣銮 记票人——释净聪

记名投票结果，当选董事13位：

光明山普觉禅寺释广声、释净聪、妙音觉苑释宝宁、严忠胜、陈荣銮、陈宝穗、施龙现、吴泐声、谢智友、谭文俊、林德欢、林宝淳、药师行愿会陈若莹。

候补董事2位：陈旷今、梁雅沛。

连任十年以上的当选董事共有6位，是因为：

- 他们皆具有愿意为慈善事业献身的精神，受到会员推选而留任。
- 为保持业务持续发展宗旨不变，需要对本所运作有充分认识的人士出任董事。
- 本所会员不多，不容易找到适当人士接班。

## 1.2 董事复选会议

1.2.1 第30届董事复选会议于同日（9月26日）下午3时30分举行，公推广声律师主持。董事职位复选以举手表决方式选出，结果如下：

主席——释广声 副主席——释宝宁  
 秘书——陈荣銓 副秘书长——陈宝穗  
 财政——林德欢 副财政——吴洵声  
 医药——施龙现 副医药——严忠胜  
 董事——释净聪 谢智友 谭文俊 林宝淳 陈若莹

## 1.2.2 委任各小组委员

A 常务委员会  
 主任——释广声  
 委员——释宝宁 陈荣銓 陈宝穗 林德欢 吴洵声

B 审计委员会  
 主任——谢智友  
 委员——谭文俊 陈宝穗

C 财务委员会  
 主任——林德欢  
 委员——吴洵声 陈宝穗 严忠胜 释净聪 梁南仲 谢乘龄  
 梁雅沛 陈旷今

D 筹款委员会  
 主任——吴洵声  
 委员——释宝宁 释净聪 谢乘龄 朱仲涵

E 人力资源委员会  
 主任——陈宝穗  
 委员——陈荣銓 林德欢 朱仲涵 吴洵声

F 医药咨询委员会  
 主任——施龙现  
 委员——严忠胜 释宝宁 王玉兰

G 心理辅导委员会  
 主任——陈荣銓  
 委员——林德欢 陈旷今

## 1.2.3 订定就职日期

第30届董事及各委员于2020年10月10日下午2时宣誓就职。

## (2) 董事会

- 董事会由11至13人组成。所有董事皆为义务性质，不享有董事酬劳。
- 董事会每年至少召开3次会议，在不违反章程的原则下监管与修订营运规则。
- 董事会可以委任多个小组委员会负责指导各部门事务。
- 董事会成员每年须签署《董事利益冲突披露声明》，不参与涉及与本身利益

冲突的项目讨论及决策过程。

- 董事会秘书于每一届董事的第一次会议中，须向新任董事介绍本所宗旨及概况，并分发《董事会治理角色及责任》书面说明。
- 董事会施政方针基本先由各委员会与执行长协商制定，提交董事会批准后由执行长监督各诊所经理执行管理责任。

## 2.1 董事会议日期

2020年4月至2021年3月共召开董事会议4次，分别为：

第29届第7次会议，2020年7月18日（星期六）通过电邮召开。

第29届第8次会议，2020年9月26日（星期六）下午1时30分在本所大厦召开。

第30届第1次会议，2020年10月10日（星期六）下午2时30分在本所大厦召开。

第30届第2次会议，2021年1月16日（星期六）下午2时在本所大厦召开。

## 2.2 现任董事出席会议次数统计

职衔	姓名	第29届 第7次会议 18/07/2020	第29届 第8次会议 26/09/2020	第30届 第1次会议 10/10/2020	第30届 第2次会议 16/01/2021	出席次数 统计
主席	释广声	✓		✓	✓	3/4
副主席	释宝宁	✓	✓	✓	✓	4/4
秘书	陈荣奎	✓	✓	✓	✓	4/4
副秘书长	陈宝穗	✓	✓	✓		3/4
财政	林德欢*			✓	✓	2/2
副财政	吴沛声*			✓	✓	2/2
医药	施龙现		✓	✓	✓	3/4
副医务	严忠胜	✓	✓	✓	✓	4/4
董事	释净聪	✓	✓	✓		3/4
董事	谢智友	✓	✓	✓	✓	4/4
董事	谭文俊	✓		✓	✓	3/4
董事	林宝淳	✓	✓	✓	✓	4/4
董事	陈若莹*			✓		1/2

\*第30届董事

## 2.3 董事会所务报告摘要

2.3.1 关于2019新冠病毒的影响，本所采取了以下因应措施：

- 2020年1月29日春节后，各所采取防范措施，凡到过中国武汉地区或体温37.5度以上、有伤风、咳嗽、呼吸急促者，皆劝往西医诊所求诊。
- 2月7日执行长召开行政职员会议，与各所经理讨论加强防卫措施。

- 3月23日起暂停晚班服务，各所员工分组错开时间值勤。
- 4月7日起因卫生部只允许癌症辅助治疗及必要的中医药治疗，不准提供针灸服务，本所除了附设有肿瘤治疗部门的总所、三巴旺分所、淡滨尼分所外，其他五所全部休诊。
- 4月27日起当局收紧阻断措施，贸工部只批准本所4名员工值班，因此仅剩总所肿瘤治疗中心开诊。
- 5月中政府宣布中医可以恢复针灸治疗，但本所仅限64人可以复工，各所于是在5月19日开始恢复部分营运。
- 6月2日开始阻断措施第一期解封，各所全面恢复营运。依照当局指示，委任安全管理人员负责所有安全措施执行到位。执行长为安全管理主任，人事经理为副主任，各所经理及助理经理为各诊所安全主管，定期提交安全管理报告。全职员工皆错开上下班与午餐时间。
- 6月19日开始为第二期解封，但中医师仍然不能在两个地方诊病。
- 调整2020-2021年度财政预算，收入为4,418,150元，支出为7,098,882元不敷2,680,732元
- 因新冠疫情获得的政府津贴总计1,129,378元。
- 防疫期间本所获各界人士关注，纷纷赠送防疫用品如下：

物品	总数
一次性口罩50片装	1737盒
重复性使用口罩	2208片
透气口罩	40片
KN95口罩	2570片
面罩	440片
搓手液	71.1公升
50ml 毫升洗手液	10瓶
多用途湿巾	2包
酒精	13瓶
酒精拭子	12盒
消毒剂	48瓶

- 2.3.2 2020年度所有筹款活动（包括售旗日、康乐行及年庆纪念）皆因防疫措施而取消。
- 2.3.3 原订2020年3月出版的《50周年金禧纪念特刊》因疫情影响，延至7月中面世，出版数量1000册。

## 2.4 主要议决案（根据通过日期先后排序）

- 2.4.1 通过原订于2020年9月12日举行的常年会员大会挪后至9月26日召开。
- 2.4.2 通过推举释净聪、陈宝穗、林德欢、吴泐声与陈荣銮五人为第30届董事选举提名委员会委员
- 2.4.3 通过医药咨询委员会第29届第4次会议各项议案
- 2.4.4 通过筹款委员会第29届第4次会议各项议案。
- 2.4.5 通过财务委员会第29届第2次会议各项议案。

- 2.4.6 通过人力资源委员会第29届第3次会议各项议案。
- 2.4.7 通过接受2019-2020年度全年财政预算与实际收支对比。
- 2.4.8 通过停止各所晚班服务，以利于安全管理，节约成本。
- 2.4.9 通过授权执行长呈报2020年度监管评估清单。
- 2.4.10 通过接受石林会计公司提交的2019-2020年度审计报告
- 2.4.11 通过委任周怀礼特许审计师为2020-2021年度外部审计师。
- 2.4.12 通过各银行定期存款总额不得超过本所流动资金总额的33.33%。
- 2.4.13 通过各所慈善箱每月点算善款人选。
- 2.4.14 通过销毁五年以上旧文档，包括旧职员合约、薪金记录等。
- 2.4.15 通过成立战略发展计划工作小组，研究本所未来之发展。小组成员七人：谢智友、陈荣銓、谭文俊、林德欢、吴泐声、严忠胜、施龙现。
- 2.4.16 通过于2020年11月份颁发职员长期服务奖，得奖者19人：服务满45年者：林巧英、王友良，满40年者：阮桂萍，满25年者：黄玉英、许慕贞、辜丽娥、陈秀华，满20年者：白凤，满15年者：陈秋松，满10年者：陈家栋、吴茹花，满5年者：黄莺莺、张志豪、龚健恒、符新风、吴福来、王进英、陈巧芬、林金花。
- 2.4.17 通过战略发展计划工作小组建议，扩建总所大厦天台作为心理辅导服务中心，扩建工程相关事务授权秘书与执行长为联系人。
- 2.4.18 通过2021-2022年度财政预算收入\$7,058,090，支出\$7,466,278，不敷\$402,188。
- 2.4.19 通过更换本所小型巴士Toyota Hiace Standard Roof。
- 2.4.20 通过医药咨询委员会第30届第1次会议各项议案
- 2.4.21 通过审计委员会第30届第1次会议各项议案
- 2.4.22 通过筹款委员会第30届第1次会议各项议案
- 2.4.23 通过财务委员会第30届第1次会议各项议案
- 2.4.24 通过人力资源委员会第30届第1次会议各项议案
- 2.4.25 通过心理辅导委员会第30届第1次会议各项议案
- 2.4.26 通过成立投资委员会研究如何增加本所储备金事宜，委员会成员为：吴泐声、谭文俊、林德欢、陈宝穗、谢乘龄。

### (3) 各委员会

#### 3.1 审计委员会

委员会的职责是确保有效监控管理层的运作，有核查内部与外部审计报告的权限，以及进行风险管理评估或处理其他特设的调查工作等。

会议日期：

第30届第1次会议：2020年11月26日下午6时在本所大厦五楼会议厅召开，会议由主任委员谢智友居士主持。

会议摘要：

- 接受Shared Services for Charities 2020年度内部审计报告。
- 接受上述审计师之修订财务政策建议，以期操作程序与之相符。

#### 3.2 财务委员会

委员会的职责是有效规划与监督财务收支，包括审阅年度预算、投资活动、每月到各所开启慈善箱，监督点算善款等。

### 会议日期

第30届第1次会议：2020年12月18日下午4时在本所大厦五楼会议厅召开，会议由主任委员林德欢居士主持。

### 会议摘要

- 编订2021-2022年度财政预算案。
- 修订财务收支与操作程序第9版。

### 3.3 筹款委员会会议

委员会须为本所营运经费作策略性计划，统筹各项筹款活动，检讨筹款预算和实际成果等。

### 会议日期

第30届第1次会议：2020年11月27日晚上7时15分在本所大厦五楼会议厅召开，会议由主任委员吴沛声居士主持

第30届第2次会议：2021年3月25日晚上6时30分在本所大厦五楼会议厅召开，会议由主任委员吴沛声居士主持

### 会议摘要

- 2020年上半年志愿者捐款状况与前两年同期比较。
- 2021年度的筹款项目预计。
- 商议2021年售旗日的筹款模式。
- 比较网上筹款平台绩效

### 3.4 人力资源委员会

委员会协助本所在人力资源管理方面能够有效履行服务宗旨，开发和提出相关政策及建议，如修订职员手册、薪金制等。

### 会议日期

第29届第3次会议：2020年5月21日下午2时通过视频Zoom召开，会议由主任委员林德欢居士主持。

第30届第1次会议：2020年12月29日下午2时30分在本所大厦5楼会议厅召开，会议由主任委员陈宝穗居士主持。

### 会议摘要

- 建议2020年度冻结常年加薪及年终表现奖励，并搁置去年更新的薪金制暂缓执行。
- 阻断措施期间为防止交叉感染，暂停各所晚班服务，目前的晚班员工安排于日间工作。
- 统一各所营运时间为每天7小时。
- 给予在阻断措施期间仍需值勤工作的员工特别津贴。
- 于2021年4月份恢复常年加薪及落实新薪金制。
- 修订人力资源手册第5版及员工手册。

### 3.5 医药咨询委员会

委员会协助推动与发展本所的医疗服务，包括对药物成效与医疗设备的安全使用，以及为面对疑难的医务问题寻求解决方案等。

## 会议日期

第30届第1次会议：2020年10月30日下午3时在本所大厦四楼会议室召开，会议由主任委员施龙现居士主持。

## 会议摘要

- 关于中医师继续教育培训课程的筹备概况。
- 关于增加药物供应商忆思源私人有限公司。

## 3.6 心理辅导委员会

委员会为本所心理辅导服务而设，负责向董事会提呈与辅导个案相关的建议，邀请具备辅导专业资格的会员出任辅导顾问。

## 会议日期

第30届第1次会议：2020年12月29日下午1时在本所大厦五楼会议厅召开，会议由主任委员陈荣銮居士主持。

## 会议摘要

建议扩建天台拓展辅导服务空间，充分利用现有空置的面积，为更多有需要辅导的人士服务。

## (4) 常年医药务报告

## 4.1 内科与针灸科义诊统计（2020年4月--2021年3月）

## 4.1.1 义诊统计及发药量

所别	看诊人数	药量天数
总所	38,866	132,116
丹戎巴葛分所	8,304	31,274
红山分所	28,443	117,987
宏茂桥分所	25,566	92,257
裕廊分所	24,973	101,795
三巴旺分所	19,074	61,450
杜弗分所	24,283	75,005
淡滨尼分所	27,243	88,093
共计	196,752	699,977

## 4.1.2 性别比例

性别	看诊人数	药量天数
男	70,178	246,097
女	126,574	453,880
共计	196,752	699,977

## 4.1.3 内科与针灸

类别	内科	针灸
人数	108,003	88,749
百分比	54.89	45.11

## 4.1.4 收费与免费

类别	收费	免费
人数	63,368	133,384
百分比	32.21	67.79

## 4.1.5 国籍分类

类别	看诊人数	百分比 %
新加坡公民	178,809	90.88
永久居民	9,337	4.75
持工作准证	5,551	2.82
持旅游证件	3,055	1.55
共计	196,752	100

## 4.1.6 性别与年龄

年龄	男	百分比 %	女	百分比 %
15岁以下	385	0.55	425	0.34
15-64岁	27,470	39.14	52,530	41.50
65岁以上	42,323	60.31	73,619	58.16
共计	70,178	100	126,574	100

## 4.1.7 内科药物采购总值

所别	购药与针具费用	百分比 %
总所	189,413元	19.96
丹戎巴葛分所	46,118元	4.86
红山分所	139,568元	14.71
宏茂桥分所	140,213元	14.77
裕廊分所	132,135元	13.92
三巴旺分所	70,777元	7.46
杜弗分所	93,260元	9.83
淡滨尼分所	137,553元	14.49
共计	949,036元	100

## 4.2 肿瘤治疗中心

## 4.2.1 义诊统计及发药量

性别	看诊人数	药量天数
男	2,559	34,167
女	5,743	70,901
共计	8,302	105,068

## 4.2.2 国籍分类

类别	看诊人数	百分比 %
新加坡公民	7,652	92.17
永久居民	413	4.97
工作准证	166	2.00
持旅游证件	71	0.86
共计	8,302	100

## 4.2.3 性别与年龄

年龄	男	百分比 %	女	百分比 %
15岁以下	0	0	0	-
15-64岁	1,012	39.55	3,260	56.76
65岁以上	1,547	60.45	2,483	43.24
共计	2,559	100	5,743	100

## 4.2.4 收费与免费

类别	收费	免费
人数	2,714	5,588
百分比	32.69	67.31

## 4.2.5 全年（2020年4月至2021年3月）施药总值\$259,141

## (5) 心理辅导服务

## 5.1 个案辅导次数

2020年7月至2021年3月共计507次，其中总所499次，淡滨尼分所8次。  
(2020年4-6月因为新冠疫情阻断措施停止服务)

## 5.2 个案分类包括：

个人辅导，家庭与婚姻辅导，老年人相关问题、哀伤与丧亲，工作压力，以及与心理健康相关的压力问题。

## 财务概况（2020年4月至2021年3月）

## (1) 财政预算与实际收支比较

预算收入	4,418,150元	实际收入	8,481,006元	191.95%
预算支出	7,098,882元	实际支出	5,990,264元	84.38%
不敷	(2,680,731元)	盈余	2,490,742元	

## (2) 各项收支摘要

收入	金额	百分比 %
志愿者捐献	5,712,074元	67.35
营运收入	647,151元	7.63
投资收入	177,335元	2.09
政府津贴	1,876,676元	22.13
其他	67,770元	0.8
<b>共计</b>	<b>8,481,006元</b>	<b>100</b>
支出	金额	百分比 %
营运开支	5,137,364元	85.76
行政开支	852,900元	14.24
<b>共计</b>	<b>5,990,264元</b>	<b>100</b>
<b>盈余</b>	<b>2,490,742元</b>	

## (3) 资产负债摘要

固定资产	5,062,906元
流动资产	17,963,272元
<b>资产共计</b>	<b>23,026,178元</b>
累积基金	13,843,717元
保健捐赠基金	8,353,911元
政府津贴	563,309元
其他负债	265,241元
<b>负债共计</b>	<b>23,026,178元</b>

(详见审计报告)

## 员工概况

### (1) 人力资源政策

- 1.1 合法受雇者须年满18岁，新加坡公民或永久居民、或持有有效就业/工作准证的外国人。
- 1.2 受雇者须具备履行职务和责任所需资格，经验和才能，符合本所要求的标准与素质。
- 1.3 经过面试遴选后，本所管理层与受雇者双方须签署聘约。聘约必须列明合约生效日期，试用期，职位、主要职责、工作时间、薪酬、假期与福利等。
- 1.4 填补因退休、辞职、解雇、或设置新职位的空缺时，管理层应先在内部寻找合适的员工，通过擢升，或重组工作团队填补职位；如果不能在内部找到合适人选，将通过公开招聘。
- 1.5 员工福利包括：常年加薪、年假、病假及人力局规定的其他各类假期、常年工资补贴、培训津贴、表现奖励、医药费津贴及住院保险等。
- 1.6 所有员工须接受年度表现评估，评估结果与年终奖励金及常年加薪挂钩。
- 1.7 本所订65岁为退休年龄，但鼓励健康情况良好，有能力胜任职务的员工于退休后留任原职，或转换至其他较适合之职位，每年签约。
- 1.8 2020年初，因为新冠疫情的发生，在经济前景不明朗的情况下，2020年度冻结常年加薪；至年终我国疫情渐受控制，在各界人士的踊跃支持下，本所财政状况良好，董事会于2021年度恢复常年加薪，并更新原有薪金制，提升员工福利。

### (2) 管理层最高薪酬者（包括常年工资补贴、奖励金及公积金等）

年薪超过10万元者 1人，年薪5万至10万元者 2人。

### (3) 员工人数

截至2021年3月31日，各所员工总计145人。

计为：执行长、人事经理、高级会计执行员、财务兼行政执行员、行政执行员、会计助理各1人，行政助理2人、各所经理8人、助理经理9人、医师37人，诊所高级助理6人、诊所助理 66人、司机/清洁/杂务员11人。

# Singapore Buddhist Free Clinic Annual General Meeting 2021 Annual Report

(April 2020 till March 2021)

Secretary: Mr Chan Yong Luan

## Administrative Overview

### (1) Annual General Meeting 2020 and Election of Board Members Meeting

#### 1.1 Annual General Meeting

1.1.1 The Annual General Meeting for 2020 was fixed to be held on Saturday, 26 September 2020 at 2pm. As no quorum was present at the appointed time, the Meeting was held half an hour later, in accordance to the Constitution. Venerable Sik Kwang Sheng, President of Kong Meng San Phor Kark See Monastery, chaired the meeting which was attended by 24 members.

4 Non-Individual members

Kong Meng San Phor Kark See Monastery (Sik Kwang Sheng)

Meow Im Kok Yuen (Sek Bao Ning)

The Buddhist Union (Shi Bao Tong)

Buddha of Medicine Welfare Society (Chan Ruo Ying)

20 Individual members

Sik Ching Chung Seck Sian Tiong Sek Tat Jin Chan Poh Swai Tan Kah Kie

Chan Yong Luan Tan Nguang Khing Chan Man Tan Han Ing Choo

Seck Poh Soon Lim Teck Foon Ying Kwai Pheng Liang Ah Pui

Yim Chong Seng Goh Swee Sheng Jackson Liow Soon Kian See Long Hian

Ong Quee Lan Chia Ti Yu Chia Seng Leng

#### 1.1.2 Agenda

The Chairman, Ven Sik Kwang Sheng announced the start of the Meeting at 2.35pm.

The minutes of previous annual general meeting was read by the Chief Executive Officer, Ven. Seck Sian Tiong and was accepted.

The Meeting also accepted the brief Operation Report from April 2019 to March 2020 by the Secretary, Chan Yong Luan. The Treasurer, Chan Poh Swai, reported the income and expenditure for the year based on the audited financial statements by RSM Chio Lim LLP.

In the items discussed, the Meeting accepted the recommendation by The Board of Directors to appoint M/s Chew Whye Lee PAC as the external auditor for the Financial year 2020-2021.

Balloting for the 30th Board of Director was conducted. Superintendent, Scrutineer,

Announcer and Recorder were appointed from the floor, they are:

Superintendent-----Sik Kwang Sheng    Scrutineer----Sek Bao Ning

Announcer----- Chan Yong Luan    Recorder----- Sik Ching Chung

Thirteen Elected Directors :

Sik Kwang Sheng of Kong Meng San Phor Kark See Monastery, Sik Ching Chung, Sek Bao Ning of Meow Im Kok Yue, Yim Chong Seng, Chan Yong Luan, Chan Poh Swai, See Long Hian, Goh Swee Sheng Jackson, Chia Ti Yu, Tham Mun Chun, Lim Teck Foon, Seck Poh Soon, and Chan Ruo Ying of Buddha of Medicine Welfare Society

Two Reserve Directors :

Chan Man Tan and Liang Ah Pui

6 out of the 13 elected directors have served the Clinic for more than 10 consecutive years. Reasons for retaining them are:

- These Directors have the enthusiasm in devoting themselves in charity work, thus, they were being chosen by the members to remain in the Board.
- There is a need of people who have abundant knowledge of the operations of the Clinic so as to ensure that the objectives of the Clinic remain unchanged and that the operations advance stably and continuously.
- Our membership is small in size, it is not easy to find suitable successors.

### 1.2 Meeting for nominating Office-Bearers and Sub-committee Members

1.2.1 The nomination was conducted at 3:30pm on the same day and chaired by Ven. Sik Kwang Sheng. The directors were nominated into their position by show of Hands.

Results as follow:

President: Sik Kwang Sheng

Vice President: Sek Bao Ning

Secretary: Chan Yong Luan

Assistant Secretary: Chan Poh Swai

Treasurer: Lim Teck Foon

Assistant Treasurer: Goh Swee Sheng Jackson

Medical Director: See Long Hian

Deputy Medical Director: Yim Chong Seng

Directors: Sik Ching Chung    Chia Ti Yu    Tham Mun Chun

Seck Poh Soon    Chan Ruo Ying

### 1.2.2 Appointment of Sub-committee Members

A Executive Committee

Chairman: Sik Kwang Sheng

Member: Sek Bao Ning    Chan Yong Luan    Chan Poh Swai

Lim Teck Foon    Goh Swee Sheng Jackson

- B Audit Committee  
Chairman: Chia Ti Yu  
Member: Tham Mun Chun Chan Poh Swai
- C Finance Committee  
Chairman: Lim Teck Foon  
Member: Goh Swee Shen Jackson Chan Poh Swai Yim Chong Seng  
Sik Ching Chung Leong Nam Cheong Chia Seng Leng  
Liang Ah Pui Chan Man Tan
- D. Fund- Raising Committee  
Chairman: Goh Swee Sheng Jackson  
Member: Sek Bao Ning Sik Ching Chung Chia Seng Leng  
Choo Tiong Hum
- E Human Resource Committee  
Chairman: Chan Poh Swai  
Member: Chan Yong Luan Lim Teck Foon Choo Tiong Hum  
Goh Swee Sheng Jackson
- F Medical Advisory Committee  
Chairman: See Long Hian  
Member: Yim Chong Seng Sek Bao Ning Ong Quee Lan
- G Counselling Committee  
Chairman: Chan Yong Luan  
Member: Lim Teck Foon Chan Man Tan

### 1.2.3 Schedule date for Swearing-in Ceremony

Date for Swearing-in Ceremony was set on 10 October 2020 at 2pm.

## (2) Board of Directors

- The Board comprises of 11 to 13 members. All directors serve the Board on voluntary basis and are not remunerated.
- The Board conducts at least 3 meetings per year. It supervises and revises operating guidelines under the principle of not violating the Constitution.
- The Board can appoint multiple committees to guide the affairs of various departments.
- The Board of Directors are required to sign the Conflict of Interest Form yearly to declare that, they shall refrain from gaining any personal or vested interest in business transactions, contracts and/or joint ventures that the Clinic may enter into.
- At the 1st meeting of each new term, the Board Secretary will make known to the newly elected directors the Mission and Vision of the Clinic and give a brief account of the Clinic, 《Board Governance Roles and Responsibilities》in writing will be given to them.
- The guiding principles of the Board are basically preceded by discussion and compilation by the respective sub-committees and CEO, submitted to the Board for approval. Once approved, the CEO will supervise all branch managers on executing their administrative responsibilities.

## 2.1 Dates of various Board Meetings

Four Board Meetings were held from April 2020 to March 2021:

29th Term 7th meeting, 18 July 2020 (Saturday), via online meeting.

29th Term 8th meeting, 26 September 2020 (Saturday), 1.30pm at SBFC Building.

30th Term 1st meeting, 10 October 2020 (Saturday), 2.30pm at SBFC Building.

30th Term 2nd meeting, 16 January 2021 (Saturday), 2.pm at SBFC Building.

## 2.2 Directors' Attendance

Position	Name	29th Term 7th Meeting 18/07/2020	29th Term 8th Meeting 26/09/2020	30th Term 1st Meeting 10/10/2020	30th Term 2nd Meeting 16/01/2021	Attendance Rate
President	Sik Kwang Sheng	✓		✓	✓	3/4
Vice President	Sek Bao Ning	✓	✓	✓	✓	4/4
Secretary	Chan Yong Luan	✓	✓	✓	✓	4/4
Assistant Secretary	Chan Poh Swai	✓	✓	✓		3/4
Treasurer	Lim Teck Foon*			✓	✓	2/2
Assistant Treasurer	Goh Swee Sheng Jackson*			✓	✓	2/2
Medical Director	See Long Hian		✓	✓	✓	3/4
Deputy Medical Director	Yim Chong Seng	✓	✓	✓	✓	4/4
Director	Sik Ching Chung	✓	✓	✓		3/4
Director	Chia Ti Yu	✓	✓	✓	✓	4/4
Director	Tham Mun Chun	✓		✓	✓	3/4
Director	Seck Poh Soon	✓	✓	✓	✓	4/4
Director	Chan Ruo Ying*			✓		1/2

\* 30th Term BOD

## 2.3 Summary on Operations of the Clinic

2.3.1 The Clinic took the following measures in regard to the impact of COVID-19:

- All branches adopted preventive measures after 29 January 2020 by referring visitors/patients with travel history to Wuhan or with body temperature above 37.5 degree Celsius, colds, coughs, or respiratory symptoms to western medical doctor for consultation.
- CEO had a discussion on 7 February 21 with all branch managers to have more stringent measures in prevention of COVID-19.
- Suspended night clinic service and staggered working hours for all staff from 23 March 2020 onwards.
- From 7 April 2020 onwards, MOH only allowed for supplementary cancer treatments and essential TCM treatments, no acupuncture

services to be given. As such, except for Main Clinic, Sembawang and Tampines Branch which have cancer treatment centres were open, all other branches were closed.

- From 27 April 2020, the Authority tightened Circuit Breaker measures, permitted at most 4 staff to report duty, hence, only Cancer Treatment Centre at the Main Clinic could open for consultation.
- The Government announced the resume of acupuncture treatment in Mid-May but the Clinic was limited to 64 staff to resume work. All branches resumed partial operations from 19 May 2020.
- Phase 1 re-opening of Circuit Breaker commenced on 2 June, all branches resumed full operation. Safe Management Officers (SMO) were appointed in accordance with the instructions of the Authority for the implementation of Safe Management Measures at workplace. CEO as the SMO, HR Manager as the Assistant SMO, Branch Managers and Assistant Branch Managers to be their respective branch Safe Management personnel to submit safe management reports regularly. Staggered working and break hours for full-time employees were implemented.
- Phase 2 re-opening of Circuit Breaker started on 19 June. However, TCM physicians were not allowed to practice at different locations.
- For Financial Budget 2020/2021, income and expenditure were adjusted to \$4,418,150 and \$7,098,882 respectively, resulting a deficit of \$2,680,732.
- A total of \$1,129,378 was granted for Jobs Support Scheme for COVID-19 pandemic.
- Members of the public donated the following items during COVID-19 pandemic.

Item	Total Quantity
50 pcs Breathable Masks	1737 boxes
Reusable Mask	2208 pcs
3M Breathable Mask	40 pcs
KN95 Mask	2570 pcs
Face Shield	440 pcs
Hand Sanitizer	71.1 litres
50ml Hand Gel/Wash	10 bottles
Multi-Purpose Wipes	2 packets
Alcohol	13 bottles
Alcohol Swab	12 boxes
Disinfectants	48 bottles

2.3.2 Fund-raising activities including Flag Day, Walkathon and Anniversary were cancelled due to safety measures of the pandemic.

2.3.3 1,000 copies of «Golden Jubilee Magazine» which was supposed to be published in March 2020 was published only in mid July 2020 due to the pandemic.

## 2.4 Major Resolutions (in chronological order of approval date)

2.4.1 The Annual General Meeting which was scheduled to hold on 12

- September 2020 initially was postponed to 26 September 2020.
- 2.4.2 The recommendation of Sik Ching Chung, Chan Poh Swai, Lim Teck Foon, Jackson Goh and Chan Yong Luan as Election Committee for the Board of Directors for the 30th Term was approved.
  - 2.4.3 All recommendations of the 29th Term Medical Advisory Committee at its 4th Meeting were approved.
  - 2.4.4 All recommendations of the 29th Term Fund-raising committee at its 4th Meeting were approved.
  - 2.4.5 All recommendations of the 29th Term Finance Committee at its 2nd Meeting were approved.
  - 2.4.6 All recommendations of the 29th Term Human Resource Committee at its 3rd Meeting were approved.
  - 2.4.7 Comparison of 2019-2020 Financial Budget with Actual Income and Expenses was accepted.
  - 2.4.8 Suspension of night clinic service for the ease of Safe Management control and cost cutting was approved.
  - 2.4.9 Authorization for CEO to submit the Governance Evaluation Checklist with the relevant Authority was approved.
  - 2.4.10 Audited financial report for financial year 2019-2020 submitted by RSM Chio Lim LLP was accepted.
  - 2.4.11 The appointment of Chew Whye Lee PAC as external auditor for year 2020-2021 was approved.
  - 2.4.12 Total amount of Fixed Deposits from all banks must not exceed 33.33% of total liquidity cash was approved.
  - 2.4.13 Candidates for monthly counting of Charity Box donations for all branches were approved.
  - 2.4.14 Disposal of documents above five years including employment contract, salary record etc. was approved.
  - 2.4.15 Setting up Strategic Development Planning Work Group consists of seven members, namely: Chia Ti Yu, Chan Yong Luan, Tham Mun Chun, Lim Teck Foon, Jackson Goh, Yim Chong Seng, & See Long Hian, to study SBFC's future development was approved.
  - 2.4.16 Giving away Long Service Award to the following 19 recipients was approved:  
completed 45 years of service: Lim Kah Eng & Wong Yew Liong;  
completed 40 years of service: Ying Kwai Pheng;  
completed 25 years of service: Ng Gek Eng, Koh Moh Cheng, Koh Lee Ngoh, & Tan Siew Hua;  
completed 20 years of service: Peh Hong;  
completed 15 years of service: Tan Chu Song;  
completed 10 years of service: Tan Chin Tong &, Goh Joo Huay;  
completed 5 years of service: Wong Eng Eng, Teo Chee How, Koong Kin Hung, Foo Tin Phong, Ng Fook Lai, Heng Chin Eng, Tan Kah Hun and Lim Kim Hoay .
  - 2.4.17 Recommendation by Strategic Development Planning Working Group to covert SBFC Building roof terrace into Counselling Service Centre was approved; The Board Secretary and CEO were authorized to be the contact person for matters relative to the project.
  - 2.4.18 Approval of 2021-2022 Financial Budget: income \$7,058,090, Expenditure \$7,466,278, deficit \$402,188.
  - 2.4.19 Replacement of SBFC existing private bus Toyota Hiace Standard Roof was approved.

- 2.4.20 All recommendations of the 30th Term Medical Advisory Committee at its 1st Meeting were approved.
- 2.4.21 All recommendations of the 30th Term Audit Committee at its 1st Meeting were approved.
- 2.4.22 All recommendations of the 30th Term Fund Raising Committee at its 1st Meeting were approved.
- 2.4.23 All recommendations of the 30th Term Finance Committee at its 1st Meeting were approved.
- 2.4.24 All recommendations of the 30th Term Human Resource Committee at its 1st Meeting were approved.
- 2.4.25 All recommendations of the 30th Term Counselling Committee at its 1st Meeting were approved.
- 2.4.26 Setting up Investment Committee to study means to increase SBFC's reserves was approved. Members: Jackson Goh, Tham Mun Chun, Lim Teck Foon, Chan Poh Swai, Chia Seng Leng.

### (3) Various Committee

#### 3.1 Audit Committee

The committee's responsibility is to effectively monitor the operations of the management. It is authorised to verify audit reports by internal and external auditors. It will also conduct risk management assessment or other special investigations.

Date of meeting

30th Term 1st meeting: 26 November 2020, 6pm at SBFC Building level 5 conference room, chaired by Chia Ti Yu.

Summary of meeting

- Accept report for the year 2020 by internal auditors, Shared Services for Charities.
- Accept above auditor's recommendation to revise the Finance Policies to conform with the current operating procedures.

#### 3.2 Finance Committee

The Committee has to plan and supervise the financial aspect of the Clinic efficiently. Reviewing annual budget and investment activities, and monthly opening of Charity Boxes at all branches and supervising the counting of the collections, etc. are its responsibilities.

Date of meeting

30th Term 1st meeting: 18 December 2020, 4pm at SBFC Building level 5 conference room, chaired by Lim Teck Foon.

Summary of meeting

- Work out 2021-2022 Financial Budget.
- Revise Finance Policies And Operating Procedures version 9.

#### 3.3 Fund-Raising Committee

The Committee is required to make strategic planning for various fund raising activities for the Clinic's operating expenses, and to review fundraising budget and actual results etc.

### Date of meeting

30th Term 1st meeting: 27 November 2020, 7.15pm at SBFC Building level 5 conference room, chaired by Jackson Goh.

30th Term 2nd meeting: 25 March 2021, 6.30pm at SBFC Building level 5 conference room, chaired by Jackson Goh.

### Summary of meeting

- Compare status of Voluntary Donation for the previous two years.
- Budget for 2021 fund raising events.
- Discuss over mode of 2021 Flag Day.
- Compare results of online fund raising platforms.

## 3.4 Human Resource Committee

Good Human Resource Management will enable the Clinic to pursue its goal effectively. The committee is set up to assist in developing and putting forward relevant policies and suggestions, such as, revision of Employment Handbook and salary scheme etc.

### Date of meeting

29th Term 3rd meeting: 21 May 2020, 2pm via Zoom, chaired by Lim Teck Foon.

30th Term 1st meeting: 29 December 2020, 2.30pm at SBFC Building level 5 conference room, chaired by Chan Poh Swai.

### Summary of meeting

- Recommend to freeze annual increment and year-end performance reward for year 2020 and to delay implementation of the new salary scheme drawn up in the previous year.
- Temporarily suspend night clinic service for all branches to prevent the spread of COVID-19 pandemic during Circuit Breaker. Arrange current night shift employees to work in the day.
- Standardise operating hours of all branches to 7 hours.
- Give special allowance to employees who require to work during Circuit Breaker.
- Resume annual increment and effect the new salary scheme in April 2021.
- Revise Human Resource Policies And Procedures Manual version 5

## 3.5 Medical Advisory Committee

The Committee assists in promoting and expanding our medical services. It will assess the effectiveness of medicine and the safety use of medical equipment and also seek solutions for difficult medical issues etc.

### Date of meeting

30th Term 1st meeting: 30 October 2020, 3pm at SBFC Building level 4 conference room, chaired by See Long Hian.

### Summary of meeting

- Prepare the overview of the Continuing TCM Education program.
- Add medicine supplier Yi Shi Yuan Pte Ltd.

### 3.6 Counselling Committee

The Committee is responsible for submitting suggestions relating to counselling cases to the Board of Directors, inviting members with professional counselling qualifications to be the advisors

Date of meeting

30th Term 1st meeting: 29 December 2020, 1pm at SBFC Building level 5 conference room, chaired by Chan Yong Luan.

Summary of meeting

Recommend to converting and making full use of the existing SBFC Building roof terrace for Counselling Centre so that we can attend to more patients.

## (4) Annual Medical Report

### 4.1 General and Acupuncture Consultation (April 2020 to March 2021)

#### 4.1.1 Consultation and Medicine dispensed

Branch	No. of Patients	Days of Medicine Dispensed
Main Clinic	38,866	132,116
Tanjong Pagar	8,304	31,274
Redhill	28,443	117,987
Ang Mo Kio	25,566	92,257
Jurong	24,973	101,795
Sembawang	19,074	61,450
Dover	24,283	75,005
Tampines	27,243	88,093
Total	196,752	699,977

#### 4.1.2 Number of patients by Gender

Gender	No. of Patients	Days of Medicine Dispensed
Male	70,178	246,097
Female	126,574	453,880
Total	196,752	699,977

#### 4.1.3 Number of patients by Medicine and Acupuncture

Types	Medicine	Acupuncture
No. of Patients	108,003	88,749
Percentage %	54.89	45.11

## 4.1.4 Number of patients by Payment and Fees Waived

Types	Payment	Fees Waived
No. of Patients	63,368	133,384
Percentage %	32.21	67.79

## 4.1.5 Number of patients by Nationalities

Types	No. of Patients	Percentage %
Singapore Citizen	178,809	90.88
Singapore PR	9,337	4.75
Work Permit Holder	5,551	2.82
Visit Pass Holder	3,055	1.55
Total	196,752	100

## 4.1.6 Number of patients by Gender and Age

Age	Male	Percentage %	Female	Percentage %
Below 15	385	0.55	425	0.34
15-64	27,470	39.14	52,530	41.50
65 and above	42,323	60.31	73,619	58.16
Total	70,178	100	126,574	100

## 4.1.7 Total Cost of Medicine Dispensed

Branch	Cost of Medicine	Percentage
Main Clinic	\$189,413	19.96
Tanjong Pagar	\$46,118	4.86
Redhill	\$139,568	14.71
Ang Mo Kio	\$140,213	14.77
Jurong	\$132,135	13.92
Sembawang	\$70,777	7.46
Dover	\$93,260	9.83
Tampines	\$137,553	14.49
Total	\$949,036	100

## 4.2 Cancer Treatment Centre

### 4.2.1 Consultation and Medication dispensed

Gender	No. of Patients	Days of Medicine Dispensed
Male	2,559	34,167
Female	5,743	70,901
Total	8,302	105,068

### 4.2.2 Number of patients by Nationalities

Types	Total No. of Patients	Percentage %
Singapore Citizen	7,652	92.17
Singapore PR	413	4.97
Work Permit Holder	166	2.00
Visit Pass Holder	71	0.86
Total	8,302	100

### 4.2.3 Number of patients by Gender and Age

Age	Male	Percentage %	Female	Percentage %
Below 15	0	0	0	-
15-64	1,012	39.55	3,260	56.76
65 and above	1,547	60.45	2,483	43.24
Total	2,559	100	5,743	100

### 4.2.4 Number of patients by Payment and Fees Waived

Types	Payment	Fees Waived
No. of Patients	2,714	5,588
Percentage %	32.69	67.31

4.2.5 Total cost of medicine dispensed from April 2020 to March 2021 was \$259,141

## (5) Counselling Service

### 5.1 No. of counselling sessions:

Total no. of sessions from April 2020 to March 2021 was 507, in which, Main Clinic is 499 and Tampines Branch is 8.

Service was suspended during the Circuit Breaker period April to June 2020.

### 5.2 Counselling types:

Individual Counselling, Family and Marital Counselling, Elderly Issues, Distress, Bereavement, Pressure from work and pressure arising from emotional issue.

**Financial Summary (April 2020 to March 2021)****(1) Comparison of Financial Budget and Actual Income/Expenses**

Budget Income	\$4,418,150	Actual Income	\$8,481,006	191.95%
Budget Expenditure	\$7,098,882	Actual Expenditure	\$5,990,264	84.38%
Deficit	(\$2,680,731)	Surplus	\$2,490,742	

**(2) Income/Expenditure Summary**

Income	Amount	Percentage %
Voluntary Donations	\$5,712,074	67.35
Operation Income	\$647,151	7.63
Investment Income	\$177,335	2.09
Government Grant	\$1,876,676	22.13
Others	\$67,770	0.8
<b>Total</b>	<b>\$8,481,006</b>	<b>100</b>
Expenditure	Amount	Percentage %
Operation Expenditure	\$5,137,364	85.76
Administrative Expenditure	\$852,900	14.24
<b>Total</b>	<b>\$5,990,264</b>	<b>100</b>
<b>Surplus</b>	<b>\$2,490,742</b>	

**(3) Assets/Liabilities Summary**

Fixed Assets	\$5,062,906
Current Assets	\$17,963,272
<b>Total Assets</b>	<b>\$23,026,178</b>
Accumulated Fund	\$13,843,717
Health Endowment Fund	\$8,353,911
Government Grant	\$563,309
Other Liabilities	\$265,241
<b>Total Funds and Liabilities</b>	<b>\$23,026,178</b>

(Refer to Audited Financial Statement for details)

## Employee Summary

### (1) Human Resource Policy

- 1.1 Legally employed person must be at least 18 years old, citizen or permanent resident of Singapore or foreigner with valid Employment Pass/Work Permit.
- 1.2 Employed person must meet the standard and quality expected by the Clinic. He/She is required to possess the necessary qualifications, experiences and capabilities to discharge the duties and responsibilities that the positions entail.
- 1.3 After the interview, Letter of Employment must be signed by both the management of the Clinic and the employed person. It must state the effective date of the contract, probation period, job title, main duties, working hours, salary, leaves, benefits etc.
- 1.4 When vacancies arise due to retirement or resignation of staff new position created, the management should consider suitable employees within the organisation to fill the positions, through career advancements or reorganization of the team. If the management fails to find a suitable candidate internally, the management shall fill the vacancies through open recruitment exercise.
- 1.5 Staff benefits include annual increment, annual leave, medical leave and other types of leave stipulated by Ministry of Manpower annual wage supplement, training allowance, performance bonus, medical subsidies and hospitalization insurance etc.
- 1.6 All staff are subjected to annual appraisal and will be used to determine the quantum of year-end bonus and annual increment.
- 1.7 Retirement age is set at 65, nevertheless, staff who are healthy and capable of handling work duties are encouraged to stay in the same position or move to a more appropriate position with a re-employment contract on a yearly basis.
- 1.8 Affected by COVID-19 outbreak in early 2020, the economic outlook was uncertain, annual increment for year 2020 was frozen; the pandemic situation was gradually under control in Singapore at year end, the Clinic's financial status was in good state with the enthusiastic support from members of the public, the Board resumed annual increment for year 2021, revised existing salary scheme and improved employee welfare.

### (2) Highest paid Management Personnel (including annual wage supplement, performance reward, CPF etc.)

Annual remuneration exceeds \$100,000 one person, annual remuneration between \$50,000 to \$100,000 two persons.

### (3) Number of employees

As of 31 March 2021, total employees 145.

They are: CEO, HR Manager, Senior Accounts Officer, Finance and Admin Officer, Admin Officer, Accounts Assistant, 2 Admin Assistants, 8 Branch Managers, 9 Assistant Branch Managers, 37 physicians, 6 Senior Clinic Assistants, 66 Clinic Assistants, Driver/Cleaner/General Worker 11 persons.

**SINGAPORE BUDDHIST FREE CLINIC**

UEN No. S69SS0009J

Institutions of a Public Character Number: HEF0038/G  
(Registered in Singapore under the Charities Act, Cap 37  
and Societies Act, Cap 311)

For The Year Ended 31 March 2021

周懷禮特許會計師  
特許會計師  
周懷禮特許會計師館

**CHEW WHYE LEE PAC**

CHARTERED ACCOUNTANTS OF SINGAPORE

**SINGAPORE BUDDHIST FREE CLINIC**  
(UEN No: S69SS0009J)  
(Registered in the Republic of Singapore)

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### **Index to the Financial Statements**

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Statement of Cash Flows	8
Notes to the Financial Statements	9

## SINGAPORE BUDDHIST FREE CLINIC

(UEN No: S69SS0009J)

(Registered in the Republic of Singapore)

### STATEMENT BY DIRECTORS

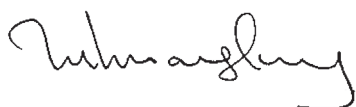
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In the opinion of the directors,

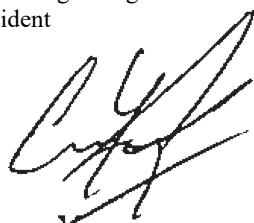
- (a) the accompanying financial statements of Singapore Buddhist Free Clinic (the Society) are drawn up so as to present fairly, in all material respects, the state of affairs of the Society as at 31 March 2021 and of the results, changes in accumulated funds and cash flows of the Society for the reporting year then ended; and
- (b) at the date of this statement there are reasonable grounds to believe that the Society will be able to pay its debts as and when they fall due.

The Board of Directors approved and authorised these financial statements for issue.

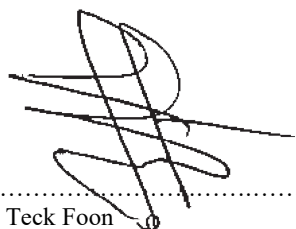
On Behalf of the Board of Directors



.....  
Sik Kwang Sheng  
President



.....  
Chan Yong Luan  
Secretary General



.....  
Lim Teck Foon  
Treasurer

Singapore,

周懷禮特許會計師館

CHEW WHYE LEE PAC

Chartered Accountants of Singapore

209 NEW UPPER CHANGI ROAD  
 #03-635 BEDOK TOWN CENTRE  
 SINGAPORE 460209  
 TEL: 6448 7073 FAX: 6445 2628  
 CO. REG. NO. 201503824R

## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SINGAPORE BUDDHIST FREE CLINIC

(Registered in the Republic of Singapore)

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of Singapore Buddhist Free Clinic (the Society), which comprise the statement of financial position of the Society as at 31 March 2021, and the statement of financial activities, statement of changes in funds and statement of cash flows of the Society 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 Singapore Societies Act, Chapter 311 (the Societies Act), the Charities Act, Chapter 37 and other relevant regulations (the Charities Act and Regulations) and Singapore Financial Reporting Standards (SFRS) so as to present fairly, in all material respects, the financial position of the Society as at 31 March 2021 and of the results, changes in accumulated funds and cash flows of the Society 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 Society 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 information included in the Statement by Directors set out on page 1, and annual report 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.

周懷禮特許會計師館  
**CHEW WHYE LEE PAC**  
Chartered Accountants of Singapore

209 NEW UPPER CHANGI ROAD  
#03-635 BEDOK TOWN CENTRE  
SINGAPORE 460209  
TEL: 6448 7073 FAX: 6445 2628  
CO. REG. NO. 201503824R

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

*Responsibilities of Management and Directors 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 SFRS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

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

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

*Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.

周懷禮特許會計師館

CHEW WHYE LEE PAC

Chartered Accountants of Singapore

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## INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SINGAPORE BUDDHIST FREE CLINIC

(Registered in the Republic of Singapore)

- Conclude on the appropriateness of the 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 Society'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 Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### *Other Matters*

The financial statements of the Society for the year ended 31 March 2020 were audited by another auditor who expressed an unmodified opinion on those statements on 7 August 2020.

### **Report on Other Legal and Regulatory Requirements**

In our opinion, the accounting and other records required to be kept by the Society have been properly kept in accordance with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations.

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

- the Society has not used the donation moneys in accordance with its objectives as required under Regulation 11 of the Charities (Institution of a Public Character) Regulations; and
- the Society has not complied with the requirements of Regulation 15 of the Charities (Institution of a Public Character) Regulations.

  
 CHEW WHYE LEE PAC  
 Public Accountants and Chartered Accountants

Singapore,

**SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Statement of Financial Activities for the financial year ended 31 March 2021

	Notes	2021		2020		
		Accumulated Fund \$	Health Endowment Fund \$	Accumulated Fund \$	Health Endowment fund \$	Total funds \$
<b>INCOMING RESOURCES</b>						
Voluntary income	4	-	5,036,679	-	3,806,772	3,806,772
Income from fund raising activities	4	675,394	-	3,318,787	-	3,318,787
Charitable activities	4	644,386	-	697,326	-	697,326
Investment income	5	177,336	-	245,239	-	245,239
Rental income		32,340	-	34,800	-	34,800
Other income	6	2,765	1,912,106	3,295	528,503	531,798
<b>Total incoming resources</b>		<b>1,532,221</b>	<b>6,948,785</b>	<b>4,299,447</b>	<b>4,335,275</b>	<b>8,634,722</b>
<b>RESOURCES EXPENDED</b>						
Cost of generating funds		-	-	472,356	13,696	486,052
Cost of charitable activities		228,379	4,880,759	173,084	5,339,873	5,512,957
Administrative costs		380	880,746	350	1,136,684	1,137,034
<b>Total resources expended</b>	7	<b>228,759</b>	<b>5,761,505</b>	<b>645,790</b>	<b>6,490,253</b>	<b>7,136,043</b>
<b>Net surplus/(deficit) for the year</b>		<b>1,303,462</b>	<b>1,187,280</b>	<b>3,653,657</b>	<b>(2,154,978)</b>	<b>1,498,679</b>

The annexed notes to the financial statements form an integral part of these financial statements.

**SINGAPORE BUDDHIST FREE CLINIC**  
(Registered in the Republic of Singapore)  
Statement of Financial Position as at 31 March 2021

	Notes	2021 \$	2020 \$
<b>ASSETS</b>			
<b>Non-Current Assets</b>			
Property, plant and equipment	9	4,818,212	5,000,470
Investment property	10	244,693	254,889
		5,062,905	5,255,359
<b>Current Assets</b>			
Inventories	11	110,240	198,631
Other receivables	12	114,615	831,491
Cash and cash equivalents	13	17,738,417	14,816,369
		17,963,272	15,846,491
<b>Total assets</b>		<u>23,026,177</u>	<u>21,101,850</u>
<b>FUNDS AND LIABILITIES</b>			
<b>Funds</b>			
Accumulated fund	14	14,811,414	19,507,952
Health endowment fund	14	7,386,213	198,933
		22,197,627	19,706,885
<b>Non-Current Liabilities</b>			
Trade and other payables	15	265,242	361,884
Other liabilities	16	563,308	1,033,081
		828,550	1,394,965
<b>Total funds and liabilities</b>		<u>23,026,177</u>	<u>21,101,850</u>

The annexed notes to the financial statements form an integral part of these financial statements.

**SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Statement of Changes in Funds for the financial year ended 31 March 2021

	<b>Accumulated Fund \$</b>	<b>Health Endowment Fund \$</b>	<b>Total \$</b>
Balance at 1 April 2019	15,854,295	2,353,911	18,208,206
Surplus/(Deficit) for the year	3,653,657	(2,154,978)	1,498,679
Balance at 31 March 2020	<u>19,507,952</u>	<u>198,933</u>	<u>19,706,885</u>
Balance at 1 April 2020	19,507,952	198,933	19,706,885
Surplus for the year	1,303,462	1,187,280	2,490,742
Transfer from accumulated fund to health endowment fund	( 6,000,000)	6,000,000	-
Balance at 31 March 2021	<u>14,811,414</u>	<u>7,386,213</u>	<u>22,197,627</u>

The annexed notes to the financial statements form an integral part of these financial statements.

**SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Statement of Cash Flows for the financial year ended 31 March 2021

	Notes	2021 \$	2020 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net surplus for the year		2,490,742	1,498,679
Adjustments for:			
Depreciation of property, plant and equipment	9	377,079	354,727
Depreciation of investment property	10	10,196	10,195
Amortisation of deferred capital grant	16.1	( 121,520)	( 111,516)
Gain on disposal of property, plant and equipment	6	( 31,000)	-
Interest income	5	( 177,336)	( 245,239)
Operating surplus before working capital changes		<u>2,548,161</u>	<u>1,506,846</u>
Changes in:			
- inventories		88,391	( 115,675)
- other receivables		637,639	( 566,079)
- trade and other payables		( 96,642)	37,512
- other liabilities		( 348,253)	485,843
Cash generated from operations		<u>2,829,296</u>	<u>1,348,447</u>
Net cash generated from operating activities		<u>2,829,296</u>	<u>1,348,447</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant and equipment		( 194,821)	( 612,705)
Proceeds from disposal of property, plant and equipment		31,000	-
Interest received		256,573	215,571
Cash restricted in use		(2,077,279)	( 726,883)
Net cash used in investing activities		<u>(1,984,527)</u>	<u>(1,124,017)</u>
Net increase in cash and cash equivalents		844,769	224,430
Cash and cash equivalents at beginning of year		1,292,929	1,068,499
Cash and cash equivalents at end of year	13	<u>2,137,698</u>	<u>1,292,929</u>

The annexed notes to the financial statements form an integral part of these financial statements.

## **SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Notes to the Financial Statements for the financial year ended 31 March 2021

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

### **1. General Information**

The financial statements of the Society for the year ended 31 March 2021 were authorised for issue by the Board of Directors on

The Society is established in Singapore under the Societies Act, Chapter 311. The Society is also a charity registered under the Charities Act, Chapter 37 and approved Institutions of a Public Character (IPC) under the Singapore Income Tax Act, Chapter 134.

The registered office is located at No. 48 Lorong 23 Geylang Singapore 388376.

The principal activity of the Society is to provide free medical care for the poor and needy.

### **2. Significant Accounting Policies**

#### **2.1 Basis of preparation**

These financial statements have been prepared in accordance with Singapore Financial Reporting Standards (SFRS) under the historical cost convention, except as disclosed in the accounting policies below.

#### **2.2 Adoption of new and amended standards and interpretations**

The accounting policies adopted are consistent with those of the previous financial year except that in the current financial year, the Society has adopted all the new and amended standards which are relevant to the Society and are effective for annual financial periods beginning on or after 1 April 2020. The adoption of these standards did not have any material effect on the financial activities or position of the Society.

#### **2.3 Functional currency**

These financial statements are presented in Singapore dollars, which is the Society's functional currency.

#### **2.4 Standards issued but not yet effective**

A number of new standards, amendments to standards and interpretations are effective for annual periods beginning after 1 April 2020, and have not been applied in preparing these financial statements. The Society expects that the adoption of these standards will have no material impact on the financial statements in the year of initial application.

#### **2.5 Significant accounting judgements and estimates**

The preparation of the Society financial statements requires the management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses, and the disclosure of contingent liabilities at the end of each 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.

**SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Notes to the Financial Statements for the financial year ended 31 March 2021

**2. Significant Accounting Policies (continued)****2.5 Significant accounting judgements and estimates (continued)**Judgements made in applying accounting policies

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.

Key sources of estimation uncertainty

The management is of the opinion that there are no significant assumptions concerning the future and other key sources of estimation uncertainty at the end of the reporting period that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**2.6 Revenue**

Revenue is measured based on the consideration to which the Society expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third parties.

Revenue is recognised when the Society satisfies a performance obligation by transferring a promised good or service to the customer, which is when the customer obtains control of the good or service. A performance obligation may be satisfied at a point in time or over time. The amount of revenue recognised is the amount allocated to the satisfied performance obligation.

*Donations*

Income from donations is recognised when received, except for committed donation that are recorded when the commitment is signed. Such income is only deferred and recognised over time when the donor specifies that the grant or donation must only be used in future accounting periods; or donor has imposed conditions when must be met before the Society has unconditional entitlement.

*Fund raising*

Income from fund raising is recognised when the event takes place.

*Rendering of services*

Income from rendering of services, which include registration fees, membership subscription fees and clinical service fees that are of short duration is recognised when the Society satisfies the performance obligation at a point in time generally when the significant acts have been completed and when transfer of control occurs. For services that have not significant transactions, revenue is recognised as the services are provided.

## SINGAPORE BUDDHIST FREE CLINIC

(Registered in the Republic of Singapore)

Notes to the Financial Statements for the financial year ended 31 March 2021

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### 2. Significant Accounting Policies (continued)

#### 2.6 Revenue (continued)

##### *Interest income*

Interest income is recognised on a time-proportion basis using the effective interest method.

#### 2.7 Leases

##### As lessee

The Society assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

The Society applies a single recognition and measurement approach for all leases, except for short-term leases and leases of low-value assets. The Society recognises lease liabilities representing the obligations to make lease payments and right-of-use assets representing the right to use the underlying leased assets.

##### *Right-of-use assets*

The Society recognises right-of-use assets at the commencement date of the lease (i.e. the date the underlying asset is available for use). Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities. The cost of right-of-use assets includes the amount of lease liabilities recognised, initial direct costs incurred, and lease payments made at or before the commencement date less any lease incentives received. Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets.

If ownership of the leased asset transfers to the Society at the end of the lease term or the cost reflects the exercise of a purchase option, depreciation is calculated using the estimated useful life of the asset. The right-of-use assets are also subject to impairment. The accounting policy for impairment is disclosed in Note 2.19.

##### *Lease liabilities*

At the commencement date of the lease, the Society recognises lease liabilities measured at the present value of lease payments to be made over the lease term. The lease payments include fixed payments (including in-substance fixed payments) less any lease incentives receivable, variable lease payments that depend on an index or a rate, and amounts expected to be paid under residual value guarantees. The lease payments also include the exercise price of a purchase option reasonably certain to be exercised by the Society and payments of penalties for terminating the lease, if the lease term reflects the Society exercising the option to terminate. Variable lease payments that do not depend on an index or a rate are recognised as expenses (unless they are incurred to produce inventories) in the period in which the event or condition that triggers the payment occurs.

**SINGAPORE BUDDHIST FREE CLINIC**

(Registered in the Republic of Singapore)

Notes to the Financial Statements for the financial year ended 31 March 2021

**2. Significant Accounting Policies (continued)****2.7 Leases (continued)***As lessee (continued)**Lease liabilities (continued)*

In calculating the present value of lease payments, the Society uses its incremental borrowing rate at the lease commencement date because the interest rate implicit in the lease is not readily determinable. After the commencement date, the amount of lease liabilities is increased to reflect the accretion of interest and reduced for the lease payments made. In addition, the carrying amount of lease liabilities is remeasured if there is a modification, a change in the lease term, a change in the lease payments (e.g. changes to future payments resulting from a change in an index or rate used to determine such lease payments) or a change in the assessment of an option to purchase the underlying asset.

*Short-term leases and leases of low-value assets*

The Society applies the short-term lease recognition exemption to its short-term leases (i.e. those leases that have a lease term of 12 months or less from the commencement date and do not contain a purchase option). It also applies the lease of low-value assets recognition exemption to leases that are considered to be low value. Lease payments on short-term leases and leases of low value assets are recognised as expense on a straight-line basis over the lease term.

**2.8 Employee benefits***Defined contribution plan*

A defined contribution plan is a post-employment benefit plan under which an entity pays fixed contributions into a separate entity and will have no legal or constructive obligation to pay further amounts. Obligations for contributions to defined contribution pension plans are recognised as an employee benefit expense in the statement of financial activities as incurred.

*Short-term employee benefits*

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 under short-term cash bonus if the Society 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.

**2.9 Income tax**

As a charity, the Society is exempt from tax on income and gains falling within Section 13(1)(zm) of the Income Tax Act to the extent that these are applied to its charitable objects.

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### 2. Significant Accounting Policies (continued)

#### 2.10 Grants

Government grants were recognised at their fair value where there was reasonable assurance that the grant would be received and all attaching conditions would be complied with. When the grant was related to an expense item, it was recognised in the Statement of Financial Activities over the period necessary to match them on a systematic basis to the costs that it was intended to compensate. The grant related to assets is presented in the statement of financial position by recognising the grant as deferred income that is recognised in profit or loss on a systematic basis over the useful life of the asset and in the proportions in which depreciation expenses on those assets is recognised.

#### 2.11 Foreign currency transactions

Transactions in foreign currencies are translated to the functional currency of the Society at exchange rates at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies at the end of the reporting period are retranslated to the functional currency at the exchange rate at that date. The foreign currency gain or loss on monetary items is the difference between amortised cost in the functional currency at the beginning of the year, adjusted for effective interest and payments during the year, and the amortised cost in foreign currency translated at the exchange rate at the end of the year.

Non-monetary assets and liabilities denominated in foreign currencies that are measured at fair value are retranslated to the functional currency at the exchange rate at the date that the fair value was determined. Non-monetary items in a foreign currency that are measured in terms of historical cost are translated using the exchange rate at the date of the transaction. Foreign currency differences arising on retranslation are recognised in profit or loss.

#### 2.12 Financial instruments

##### (a) Financial assets

##### (i) Classification, initial recognition and measurement

The Society classifies its financial assets into the following measurement categories: amortised cost; fair value through other comprehensive income (FVOCI); and fair value through profit or loss (FVPL).

Financial assets are recognised when, and only when the entity becomes party to the contractual provisions of the instruments.

At initial recognition, the Society measures a financial asset at its fair value plus, in the case of a financial asset not at FVPL, transaction costs that are directly attributable to the acquisition of the financial assets. Transaction costs of financial assets carried at FVPL are expensed in profit or loss.

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Notes to the Financial Statements for the financial year ended 31 March 2021

**2. Significant Accounting Policies (continued)****2.12 Financial instruments (continued)****(a) Financial assets (continued)****(i) Classification, initial recognition and measurement (continued)**

Trade receivables are measured at the amount of consideration to which the Society expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third party, if the trade receivables do not contain a significant financing component at initial recognition.

**(ii) Subsequent measurement***Debt instruments*

Subsequent measurement of debt instruments depends on the Society's business model for managing the asset and the contractual cash flow characteristics of the asset. The Society only has debt instruments at amortised cost.

Financial assets that are held for the collection of contractual cash flows where those cash flows represent solely payments of principal and interest are measured at amortised cost. Financial assets are measured at amortised cost using the effective interest method, less impairment. Gains and losses are recognised in profit or loss when the assets are derecognised or impaired, and through the amortisation process.

Debt instruments of the Society comprise cash and cash equivalents and other receivables.

*Equity instruments*

On initial recognition of an investment in equity instrument that is not held for trading, the Society may irrevocably elect to present subsequent changes in fair value in other comprehensive income which will not be reclassified subsequently to profit or loss. Dividends from such investments are to be recognised in profit or loss when the Society's right to receive payments is established. For investments in equity instruments which the Society has not elected to present subsequent changes in fair value in other comprehensive income, changes in fair value are recognised in profit or loss.

**(iii) Derecognition**

A financial asset is derecognised where the contractual right to receive cash flows from the asset has expired. On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received and any cumulative gain or loss that had been recognised in other comprehensive income for debt instruments is recognised in profit or loss.

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### 2. Significant Accounting Policies (continued)

#### 2.12 Financial instruments (continued)

##### (b) Financial liabilities

##### (i) Initial recognition and measurement

Financial liabilities are recognised when, and only when, the Society becomes a party to the contractual provisions of the financial instrument. The Society determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognised initially at fair value plus in the case of financial liabilities not at FVPL, directly attributable transaction costs.

##### (ii) Subsequent measurement

After initial recognition, financial liabilities that are not carried at FVPL are subsequently measured at amortised cost using the effective interest method. Gains and losses are recognised in profit or loss when the liabilities are derecognised, and through the amortisation process.

Financial liabilities measured at amortised cost comprise trade and other payables and other liabilities.

##### (iii) Derecognition

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires. On derecognition, the difference between the carrying amounts and the consideration paid is recognised in profit or loss.

##### Offsetting

Financial assets and liabilities are offset and the net amount presented in the statement of financial position when, and only when, the Society has a legal right to offset the amounts and intends either to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### 2.13 Cash and cash equivalents

Cash and cash equivalents comprise cash balances and short-term deposits that are readily convertible to known amount of cash and that are subject to an insignificant risk of changes in their fair value, and are used by the Society in the management of its short-term commitments. For the purpose of the statement of cash flows, pledged deposits are excluded whilst bank overdrafts that are repayable on demand and that form an integral part of the Society's cash management are included in cash and cash equivalents.

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**2. Significant Accounting Policies (continued)****2.14 Property, plant and equipment**

Items of property, plant and equipment are measured at cost less accumulated depreciation. The cost of an item of property, plant and equipment initially recognised includes its purchase price and any cost that is 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 or restoration is incurred as a consequence of acquiring or using the property, plant and equipment.

The cost of replacing a component of an item of property, plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits embodied within the component will flow to the Society, and its cost can be measured reliably. The carrying amount of the replaced component is derecognised. The costs of the day-to-day servicing of property, plant and equipment are recognised in profit or loss as incurred.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

On disposal of an item of property, plant and equipment, the difference between the disposal proceeds and its carrying amount is recognised in profit or loss.

*Depreciation*

Freehold land is not depreciated. For all other items of property, plant and equipment, depreciation is based on the cost of an asset less its residual value. Significant components of individual assets are assessed and if a component has a useful life that is different from the remainder of that asset, that component is depreciated separately.

Depreciation is recognised as an expense in profit or loss on straight-line basis over the estimated useful lives of each component of an item of property, plant and equipment. Leased assets are depreciated over the shorter of the lease term and their useful lives unless it is reasonably certain that the Society will obtain ownership by the end of the lease term.

Depreciation is recognised from the date that the property, plant and equipment are installed and are ready for use, or in respect of internally constructed assets, from the date that the asset is completed and ready for use.

The estimated useful lives for the current and comparative years are as follows:

Freehold land	Not depreciated
Freehold building	50 years
Leasehold property	50 years
Renovations	10 years
Plant and equipment	3 to 6 years

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Notes to the Financial Statements for the financial year ended 31 March 2021

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### **2. Significant Accounting Policies (continued)**

#### **2.14 Property, plant and equipment (continued)**

##### *Depreciation (continued)*

Depreciation methods, useful lives and residual values are reviewed at the end of each reporting period and adjusted prospectively, if appropriate.

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

#### **2.15 Investment Property**

Investment property is property held either to earn rental income or for capital appreciation or for both, but not for sale in the ordinary course of business, use in the production or supply of goods or services or for administrative purposes.

Investment property is measured at cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the investment property. The cost of self-constructed investment property includes the cost of materials and direct labour, any other costs directly attributable to bringing the investment property to a working condition for their intended use and capitalised borrowing costs.

On disposal of an investment property, the difference between the disposal proceeds and the carrying amount is recognised in profit or loss.

##### *Depreciation*

Depreciation is recognised in profit or loss on a straight-line basis over the estimated useful life of the investment property of 50 years. Depreciation methods and useful lives are reviewed, and adjusted as appropriate, at each reporting date.

#### **2.16 Inventories**

Inventories are measured at the lower of cost and net realisable value. The cost of inventories is based on the first-in first-out principle, and includes expenditure incurred in acquiring the inventories, production or conversion costs, and other costs incurred in bringing them to their existing location and condition.

Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion and estimated costs necessary to make the sale.

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**2. Significant Accounting Policies (continued)****2.17 Funds**

Fund balances restricted by outside sources are so indicated and are distinguished from unrestricted funds allocated to specific purposes if any by action of the management. Externally restricted funds may only be utilised in accordance with the purposes established by the source of such funds and are in contrast with unrestricted funds over which management retains full control to use in the achieving any of its institutional purposes.

**2.18 Impairment of financial assets**

The Society recognises an allowance for expected credit losses (ECLs) for all debt instruments not held at FVPL. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Society expects to receive, discounted at an approximation of the original effective interest rate. The expected cash flows will include cash flows from the sale of collateral held or other credit enhancements that are integral to the contractual terms.

ECLs are recognised in two stages. For credit exposures for which there has not been a significant increase in credit risk since initial recognition, ECLs are provided for credit losses that result from default events that are possible within the next 12-months (a 12-month ECL). For those credit exposures for which there has been a significant increase in credit risk since initial recognition, a loss allowance is recognised for credit losses expected over the remaining life of the exposure, irrespective of timing of the default (a lifetime ECL).

The Society considers a financial asset in default when contractual payments are past due. However, in certain cases, the Society may also consider a financial asset to be in default when internal or external information indicates that the Society is unlikely to receive the outstanding contractual amounts in full before taking into account any credit enhancements held by the Society. A financial asset is written off when there is no reasonable expectation of recovering the contractual cash flows.

**2.19 Impairment of non-financial assets**

The Society assesses at each reporting date whether there is an indication that an asset may be impaired. If any indication exists, (or, where applicable, when an annual impairment testing for an asset is required), the Society makes an estimate of the asset's recoverable amount.

An asset's recoverable amount is the higher of an asset's or cash-generating unit's fair value less costs of disposal and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets or group of assets. Where the carrying amount of an asset or cash-generating unit exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount.

Impairment losses are recognised in profit or loss.

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**2. Significant Accounting Policies (continued)****2.19 Impairment of non-financial assets (continued)**

A previously recognised impairment loss is reversed only if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. If that is the case, the carrying amount of the asset is increased to its recoverable amount. That increase cannot exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss been recognised previously. Such reversal is recognised in profit or loss.

**2.20 Provisions**

A provision is recognised if, as a result of a past event, the Society has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The unwinding of the discount is recognised as finance cost.

**2.21 Fair value measurement**

The fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. When measuring the fair value of an asset or a liability, market observable data to the extent possible is used. If the fair value of an asset or a liability is not directly observable, an estimate is made using valuation techniques that maximise the use of relevant observable inputs and minimise the use of unobservable inputs (e.g by use of the market comparable approach that reflects recent transaction prices for similar items, discounted cash flow analysis, or option pricing models refined to reflect the issuer's specific circumstances). Inputs used are consistent with the characteristics of the asset/liability that market participants would take into account. The entity's intention to hold an asset or to settle or otherwise fulfil a liability is not taken into account as relevant when measuring fair value.

**3. Related Party Relationships And Transactions**

A party is related to the Society if the Society controls, or is controlled by, or can significantly influence or is significantly influenced by the other party.

**3.1 Key management compensation**

	<b>2021</b>	<b>2020</b>
	\$	\$
Salaries and other short-term employee benefits	<u>248,222</u>	<u>254,049</u>

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the Society, directly and indirectly. The above amounts for key management compensation are for 3 persons (2020 - 3 persons).

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**3. Related Party Relationships And Transactions (continued)****3.1 Key management compensation (continued)**

Number of key management in compensation bands:

	2021	2020
\$100,001 to \$200,000	1	1
\$100,000 and below	2	2

The above amounts are included under employee benefits and expense.

The Board members and people connected with them, including close members of the family of the Executive Head or Board members, have not received remuneration, or other benefits, from the Society for which they are responsible, or from institutions connected with the Society.

There is no claim by the Board members for services provided to the Society, either by reimbursement to the Board or by providing the board members with an allowance or by direct payment to a third party.

All Board members are required to read and understand the conflict of interest policy in place and make full disclosure of interests, relationships and holding that could potentially result in conflict of interests. When a conflict of interest situation arises, the members or staff shall abstain from participating in the discussion, decision and voting on the matter.

**4. Income From Donations, Fund Raising And Charitable Activities**

	Notes	2021 \$	2020 \$
<b>Voluntary Income</b>			
Non-tax-deductible donations		1,543,451	862,374
Tax deductible donations	4.1	3,493,228	2,944,398
		<u>5,036,679</u>	<u>3,806,772</u>
<b>Income From Fund Raising Activities</b>			
Charity boxes		675,394	686,759
Income from flag day event		-	132,646
Income from walkathon		-	221,286
Income from Ann/GJ Celebration non-tax deductible donations		-	313,974
Income from Ann/GJ Celebration tax deductible donations	4.1	-	1,833,784
Income from Sales of Tickets GJC		-	130,338
		<u>675,394</u>	<u>3,318,787</u>

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**4. Income From Donations, Fund Raising And Charitable Activities (continued)**

	Note	2021 \$	2020 \$
<b>Charitable Activities</b>			
Medication fees		629,546	682,376
Membership subscriptions		10,900	11,900
Counselling fees		3,940	3,050
	4.2	<u>644,386</u>	<u>697,326</u>

**4.1 Tax Deductible Receipts**

The Society enjoys a concessionary tax treatment whereby qualifying donors are granted double tax deduction for the donations made to the Society. The current IPC status is granted by Ministry of Health for the period from 1 October 2019 to 30 September 2021.

	2021 \$	2020 \$
Tax exempt receipts issued for donations collected during the reporting year	<u>3,493,228</u>	<u>4,778,182</u>

**4.2 Timing of revenue recognition**

Revenue from charitable activities is recognised at a point in time.

**5. Investment Income**

	2021 \$	2020 \$
Interest income from financial institutions	<u>177,336</u>	<u>245,239</u>

**6. Other Income**

	2021 \$	2020 \$
Gain on disposal of property, plant and equipment	31,000	-
Government grants	1,876,676	355,096
Patient card services	2,765	3,295
Others	4,430	173,407
	<u>1,914,871</u>	<u>531,798</u>

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**7. Total Resources Expended**

Total resources expended include the following:

	<b>2021</b>	<b>2020</b>
	\$	\$
Depreciation expense	387,275	364,922
Employee Benefits Expense:		
Short term employee benefits expense	3,531,320	3,862,714
Contribution to defined contribution plans	364,841	370,526
Other benefits	51,551	51,955
Total employee benefits expense	<u>3,947,712</u>	<u>4,285,195</u>

The depreciation expense and employee benefits expense are presented in the statement of financial activities as follows:

	<b>2021</b>	<b>2020</b>
	\$	\$
Administrative expenses	158,896	191,839
Charitable expenses	<u>228,379</u>	<u>173,084</u>
Total depreciation expense	<u>378,275</u>	<u>364,923</u>
Administrative expenses	533,422	573,330
Charitable expenses	<u>3,414,290</u>	<u>3,711,865</u>
Total employee benefits expense	<u>3,947,712</u>	<u>4,285,195</u>

**8. Income Tax**

The Society is exempted from tax on income and gain falling within Section 13(1)(zm) of the Singapore Income Tax Act to the extent that these are applied to its charitable objects. Therefore, no provision for income tax has been made in the financial statements.

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**9. Property, Plant And Equipment**

	<b>Freehold Land</b>	<b>Freehold Building</b>	<b>Leasehold Property</b>	<b>Renovations</b>	<b>Plant And Equipment</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$
<b>Cost</b>						
As at 1 April 2019	100,000	3,336,085	2,351,062	2,764,300	1,152,339	9,703,786
Additions	-	-	-	500,785	111,920	612,705
Disposals	-	-	-	-	( 12,575)	( 12,575)
As at 31 March 2020	100,000	3,336,085	2,351,062	3,265,085	1,251,684	10,303,916
Additions	-	-	-	-	194,821	194,821
Disposals/Written off	-	-	-	-	( 318,050)	( 318,050)
As at 31 March 2021	100,000	3,336,085	2,351,062	3,265,085	1,128,455	10,180,687
<b>Accumulated depreciation</b>						
As at 1 April 2019	-	800,662	1,081,487	2,019,185	1,059,960	4,961,294
Depreciation	-	66,721	47,021	158,915	82,070	354,727
Disposals	-	-	-	-	( 12,575)	( 12,575)
As at 31 March 2020	-	867,383	1,128,508	2,178,100	1,129,455	5,303,446
Depreciation	-	66,721	47,021	183,955	79,382	377,079
Disposals/Written off	-	-	-	-	( 318,050)	( 318,050)
As at 31 March 2021	-	934,104	1,175,529	2,362,055	890,787	5,362,475
<b>Net book value</b>						
At 31 March 2020	100,000	2,468,702	1,222,554	1,086,985	122,229	5,000,470
At 31 March 2021	100,000	2,401,981	1,175,533	903,030	237,668	4,818,212

The freehold land, freehold building and leasehold property held in trust on behalf of the Society by the trustees of the Societies are as follows:

	<b>Locations</b>	<b>Term</b>	<b>Remaining leasehold period as at 31 March 2021</b>
(a)	48 Lorong 23 Geylang Singapore 388376	Freehold	-
(b)	44 Craig Road Singapore 089682	Leasehold	68 years

The depreciation expenses is presented in the statement of financial activities as follows:

	<b>2021</b>	<b>2020</b>
	\$	\$
Administrative expenses	148,700	181,643
Charitable expenses	228,379	173,084
Total depreciation expenses	377,079	354,727

Right-of-use assets acquired under leasing arrangements are presented together with the owned assets of the same class. Details of such leased assets are disclosed in Note 17.

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<b>10. Investment Property</b>		\$
<b>Cost</b>		
As at 1 April 2019		509,779
Additions		-
As at 31 March 2020		<u>509,779</u>
Additions		-
As at 31 March 2021		<u><u>509,779</u></u>
<b>Accumulated depreciation</b>		
As at 1 April 2019		244,695
Depreciation		10,195
As at 31 March 2020		<u>254,890</u>
Depreciation		10,196
As at 31 March 2021		<u><u>265,086</u></u>
<b>Carrying amount</b>		
At 31 March 2020		<u><u>254,889</u></u>
At 31 March 2021		<u><u>244,693</u></u>
	<b>2021</b>	<b>2020</b>
	\$	\$
Income statement:		
Rental income from investment property	<u>34,800</u>	<u>34,800</u>
Direct operating expenses (including repairs and maintenance) arising from:		
- Rental generating property	<u>3,660</u>	<u>3,630</u>

The investment property comprises a commercial-cum-residential property that is leased to a third party under operating lease. The lease contains an initial non-cancellable period of two years. Subsequent renewal is negotiated with the lessee. No contingent rents are charged.

The investment property is held in trust on behalf of the Society by the trustees of the Society.

The depreciation expenses are charged under administrative expenses.

At 31 March 2021, the fair value of the Society's investment property was estimated by the management to be \$1,118,313 (2020 - \$1,118,313). The fair value has been estimated based on previous independent valuation report that is based on sales comparison approach and adjusted with fluctuation of property price index published by Singapore Government. The most significant input in the valuation approach is the price per square foot.

The fair value is categorised within Level 3 of the fair value hierarchy (Note 19.1).

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<b>11. Inventories</b>	<b>2021</b>	<b>2020</b>
	\$	\$
Medical consumables and supplies	<u>110,240</u>	<u>198,631</u>
<b>12. Other Receivables</b>	<b>2021</b>	<b>2020</b>
	\$	\$
Interest receivables	81,050	160,287
Government grants receivables	-	635,133
Prepayments	20,968	28,055
Deposits to secure services	12,066	8,016
Others	531	-
	<u>114,615</u>	<u>831,491</u>
<b>13. Cash And Cash Equivalents</b>	<b>2021</b>	<b>2020</b>
	\$	\$
Cash on hand and at bank	2,137,698	1,292,929
Fixed deposits with financial institutions	<u>15,600,719</u>	<u>13,523,440</u>
Cash and cash equivalents in the statement of financial position	17,738,417	14,816,369
Less: Fixed deposits with maturity of over 3 months	<u>(15,600,719)</u>	<u>(13,523,440)</u>
Cash and cash equivalents in the statement of cash flows	<u>2,137,698</u>	<u>1,292,929</u>
<b>14. Fund Account Balances</b>	<b>2021</b>	<b>2020</b>
	\$	\$
<i>Unrestricted funds</i>		
Accumulated fund <sup>(1)</sup>	14,811,414	19,507,952
Health Endowment fund <sup>(2)</sup>	<u>7,386,213</u>	<u>198,933</u>
Total unrestricted funds	<u>22,197,627</u>	<u>19,706,885</u>
Ratio of unrestricted funds to annual operating expenditure (times)	<u>3.71</u>	<u>2.76</u>

(1) The unrestricted accumulated funds of the Society provide financial stability and the means for the development of the Society activities. The Society intends to maintain the funds at a level sufficient for its operating needs. The Board of Directors reviews the level of funds regularly for the Society's continuing obligations.

(2) The Health Endowment Fund of the Society represents funds used to provide free medical care for the poor and needy. The incoming source of fund is mainly derived from tax-deductible donations from public.

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**15. Trade And Other Payables**

	<b>2021</b>	<b>2020</b>
	\$	\$
Trade payables - External parties	113,582	91,001
Accruals	151,660	270,883
	<u>265,242</u>	<u>361,884</u>

**16. Other Liabilities**

	<b>Notes</b>	<b>2021</b>	<b>2020</b>
		\$	\$
Deferred government grants			
- Care and Share	16.1	560,188	681,708
- NCSS-IA		3,120	6,240
- Job Support Scheme	16.2	-	345,133
		<u>563,308</u>	<u>1,033,081</u>

**16.1 Deferred government grants - Care and Share**

	<b>2021</b>	<b>2020</b>
	\$	\$
Balance at beginning of the year	681,708	658,754
Add: Fund receivable	-	205,618
Less: Amortisation of grant income	(121,520)	(111,516)
Less: Utilisation of grant income	-	( 71,148)
Balance at end of the year	<u>560,188</u>	<u>681,708</u>

This relates to grants received from government on a specific government matching grant program (Care and Share program) to affirm the good work of the social service sector. It aims to facilitate new capability, capacity building projects, new programmes, and critical existing needs of social service sector.

**16.2 Deferred government grants - Job Support Scheme**

As at 31 March 2020, the amount related to the estimated payout under the Jobs Support Scheme (JSS) that the Society was expecting to receive in April 2020. The JSS is a temporary scheme introduced in Singapore Budget 2020 to help enterprises retain local employees. Under the JSS, employers will receive cash grants in relation to the gross monthly wages of eligible employees for the month of October 2019 to August 2020.

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Notes to the Financial Statements for the financial year ended 31 March 2021

**17. Leases**Society as a lessee

The Society has a lease contract for copier machine. The Society's obligation under the lease is secured by the lessor's title to the leased assets. The Society is restricted from assigning and subleasing the leased asset.

**(a) Right-of-use asset**

The carrying amount of right-of-use asset classified within property, plant and equipment is as follows:

	<b>Leasehold Property</b>
	\$
At 1 April 2019	1,269,575
Depreciation	47,021
At 31 March 2020	1,222,554
Depreciation	47,021
At 31 March 2021	1,175,533

The carrying amount of right-of-use asset classified within investment property is disclosed in Note 10.

**(b) Amounts recognised in the statement of financial activities**

	<b>Note</b>	<b>2021</b>	<b>2020</b>
		\$	\$
Depreciation of right-of-use asset			
- Property, plant and equipment	9	47,021	47,021
- Investment property	10	10,196	10,195
		57,217	57,216
Lease expense not capitalised in lease liabilities			
- Expenses relating to short-term leases		29,006	33,410
Total amount recognised in the statement of financial activities		86,223	90,626

**(c) Total cash outflows**

The Society had total cash outflows for lease of \$29,006 (2020 - \$33,410).

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Notes to the Financial Statements for the financial year ended 31 March 2021

**17. Leases (continued)**Society as a lessor

The future minimum lease receivables under non-cancellable operating leases contracted for at the reporting date but not recognised as receivables, are as follows:

	<b>2021</b>	<b>2020</b>
	\$	\$
Not later than one year	29,000	34,800
One to two years	-	29,000
	<u>29,000</u>	<u>63,800</u>

The Society leases out its investment property. The lease typically runs for a period of two years. Lease payments are usually increased to reflect market rentals. The lease does not include contingent rentals.

Rental income from investment property is disclosed in Note 10.

**18. Financial Instruments****18.1 Financial risk management**

The Society has exposure to the following risks from its use of financial instruments:

- credit risk
- liquidity risk
- market risk

The Society's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Society.

There has been no change to the Society's exposure to these financial risks or the manner in which it manages and measures the risks.

The Society does not hold or issue derivative financial instruments for trading purposes or to hedge against fluctuations, if any, in interest rates and foreign exchange.

**18.2 Credit risk**

Credit risk is the risk that one party to a financial instrument will fail to discharge an obligation and cause the Society to incur a financial loss. The Society's exposure to credit risk arises primarily from other receivables. For other financial assets (including cash and cash equivalents), the Society adopts the policy of dealing only with high credit quality counterparties.

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Notes to the Financial Statements for the financial year ended 31 March 2021

**18. Financial Instruments (continued)****18.2 Credit risk (continued)**

The Society performs ongoing credit evaluation of its counterparties' financial condition and generally do not require a collateral. The Society considers the probability of default upon initial recognition of asset and whether there has been a significant increase in credit risk on an ongoing basis throughout each reporting period.

Receivables are written off when there is no reasonable expectation of recovery. The Society categorises a receivable for write off when a debtor fails to make contractual payment after an extended period of time past due based on historical collection trend. Where receivables have been written off, the Group continues to engage in enforcement activity to attempt to recover the receivables due. Where recoveries are made, these are recognised in the statement of financial activities. Based on the management assessment, the expected credit loss is assessed as immaterial.

Bank balances are transacted with reputable financial institutions possessing high credit quality; hence the risk of default is low.

The maximum exposure to credit risk is represented by the carrying amount of each financial asset in the statement of financial position.

**18.3 Liquidity risk**

Liquidity risk is the risk that the Society will encounter difficulty in raising funds to meet the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset. The Society's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, without incurring unacceptable losses or risking damage to the Society's reputation.

The Society maintains sufficient level of cash and cash equivalents to meet its working capital requirements.

The following are the contractual maturities of financial liabilities, including estimated interest payments and excluding the impact of netting agreements:

	<b>Less than 1 year \$</b>	<b>Between 1 and 5 years \$</b>	<b>Over 5 years \$</b>	<b>Total \$</b>
<u>At 31 March 2021</u>				
Trade and other payables	265,242	-	-	265,242
<u>At 31 March 2020</u>				
Trade and other payables	361,884	-	-	361,884

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Notes to the Financial Statements for the financial year ended 31 March 2021

**18. Financial Instruments (continued)****18.4 Market risk**

Market risk is the risk that changes in market prices, such as foreign exchange rates, interest rates and equity prices will affect the Society's income or the value of its holdings of financial instruments.

***Interest rate risk***

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

At the reporting date, the Society is not exposed to any interest rate risk as it does not hold any financial instruments with variable interest rates.

***Foreign currency risk***

Currency risk is the risk that the value of a financial instrument will fluctuate due to changes in foreign exchange rates. Currency rate risk arises when transactions are denominated in foreign currencies.

At the reporting date, the Society is not exposed to any foreign currency risk as it does not hold any financial instruments denominated in a foreign currency.

***Market price risk***

Market price risk is the risk that the value of a financial instrument will fluctuate due to changes in market prices.

At the reporting date, the Society is not exposed to any market price risk as it does not hold any quoted or marketable financial instruments.

**18.5 Financial instruments by category**

The aggregate carrying amounts of financial assets and financial liabilities were as follows:

	<b>2021</b>	<b>2020</b>
	\$	\$
<b>Financial assets</b>		
Other receivables	93,647	803,436
Cash and cash equivalents	17,738,417	14,816,369
<b>Total financial assets measured at amortised cost</b>	<u>17,832,064</u>	<u>15,619,805</u>
<b>Financial liabilities</b>		
Trade and other payables	265,242	361,884
<b>Total financial liabilities carried at amortised cost</b>	<u>265,242</u>	<u>361,884</u>

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Notes to the Financial Statements for the financial year ended 31 March 2021

**19. Determination of Fair Values**

A number of the Society's accounting policies and disclosures require the determination of fair value, for both financial and non-financial assets and liabilities. Fair values have been determined for measurement and/or disclosure purposes based on the following methods. When applicable, further information about the assumptions made in determining fair values is disclosed in the notes specific to that asset or liability.

**19.1 Fair value hierarchy**

The Society categorises fair value measurements using a fair value hierarchy that is dependent on the valuation inputs used as follows:

- (a) quoted prices (unadjusted) in active markets for identical assets or liabilities (Level 1);
- (b) inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices) (Level 2); and
- (c) inputs for the asset and liability that are not based on observable market data (unobservable inputs) (Level 3).

*Assets and liabilities not measured at fair value but for which fair values are disclosed*

	Notes	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
<u>31 March 2021</u>					
<b>Non-Financial Assets</b>					
Investment property	10	-	-	1,118,313	1,118,313
<b>Total assets</b>		-	-	1,118,313	1,118,313
<u>31 March 2020</u>					
<b>Non-Financial Assets</b>					
Investment property	10	-	-	1,118,313	1,118,313
<b>Total assets</b>		-	-	1,118,313	1,118,313

**19.2 Information about significant unobservable inputs used in Level 3 fair value measurements**

Description	Valuation technique	Unobservable input	Inter-relationship between key unobservable inputs and fair values measurement
Investment property	Comparison method	Price per square metre	Significant increases in price per square metre would result in a significantly higher fair value measurement.

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Notes to the Financial Statements for the financial year ended 31 March 2021

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**19. Determination of Fair Values (continued)****19.3 Valuation policies and procedures***Other receivables*

The fair values of other receivables are estimated as the present value of future cash flows, discounted at the market rate of interest at the measurement date. Current receivables with no stated interest rate are measured at the original invoice amount if the effect of discounting is immaterial. Fair value is determined at initial recognition and, for disclosure purposes, at each annual reporting date.

*Non-derivative financial liabilities*

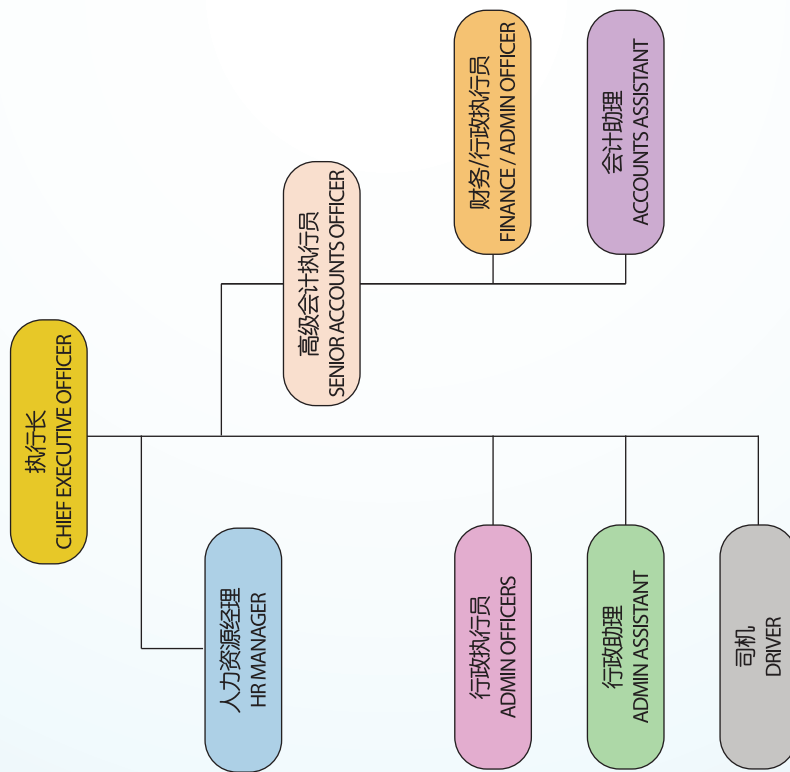
Non-derivative financial liabilities are measured at fair value at initial recognition and for disclosure purposes, at each annual reporting date. Fair value is calculated based on the present value of future principal and interest cash flows, discounted at the market rate of interest at the measurement date.

*Other financial assets and liabilities*

The carrying amount of financial assets and liabilities with a maturity of less than one year is assumed to approximate their fair values.

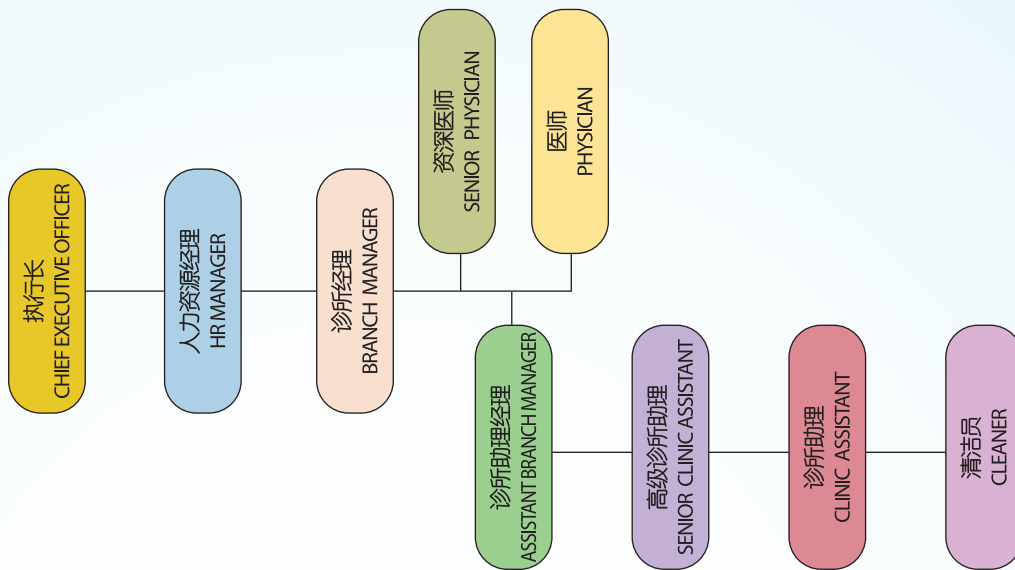
行政管理组织图表

MANAGEMENT ORGANISATION CHART

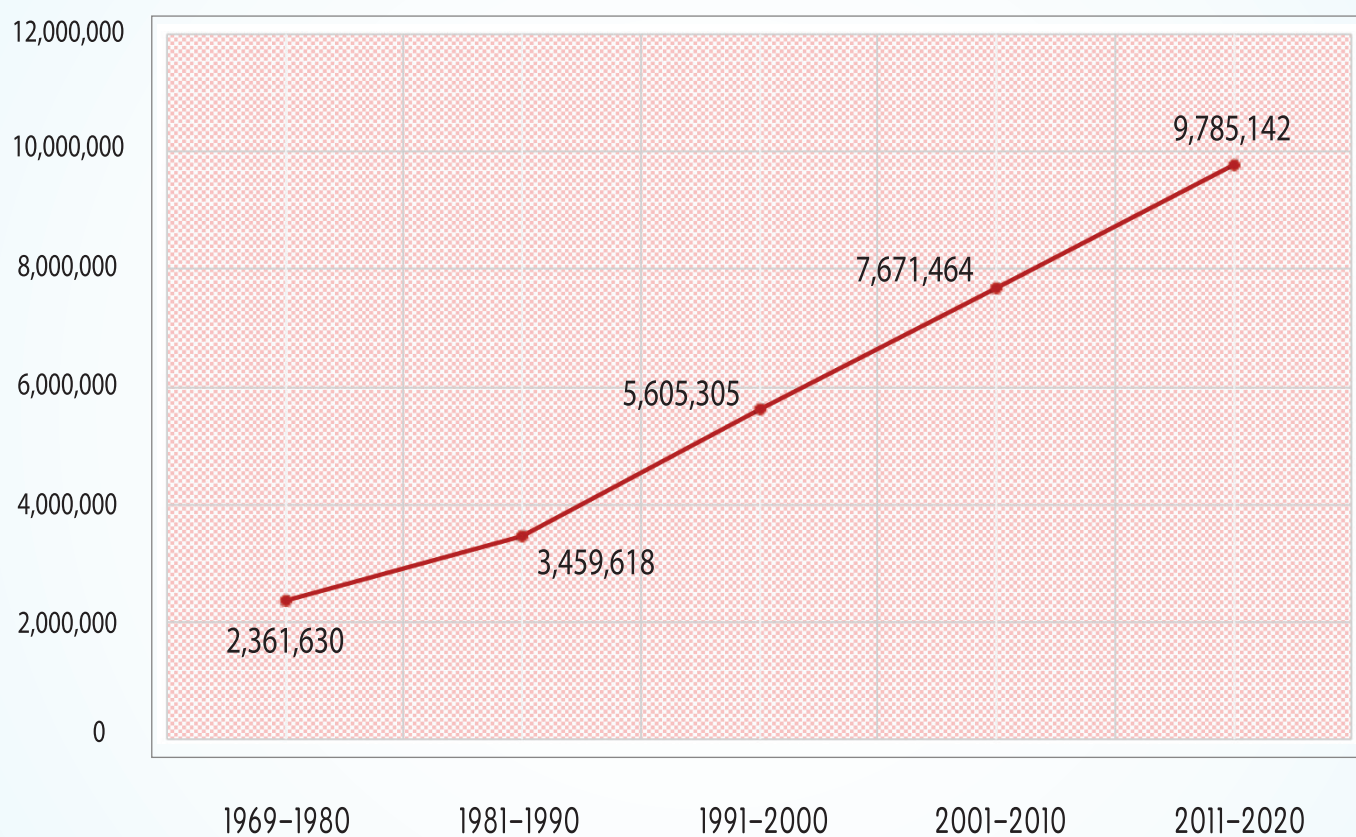


诊所管理组织图表

CLINIC ORGANISATION CHART

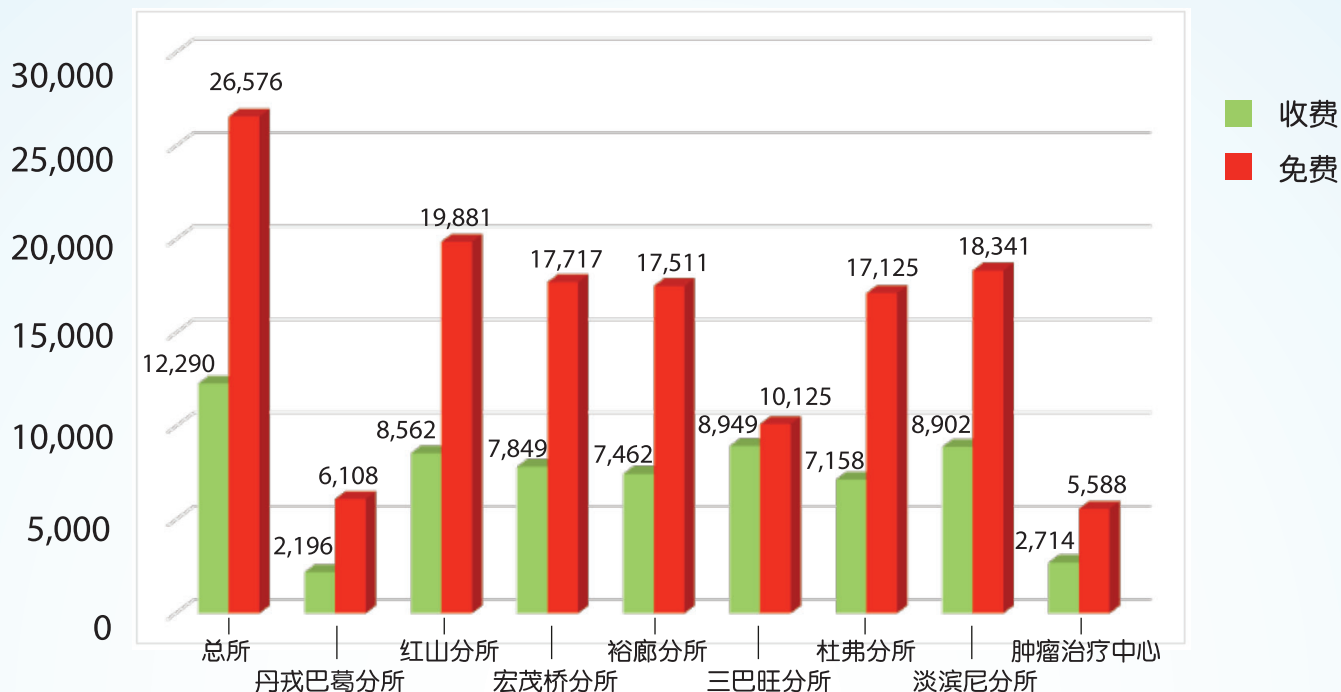


## 1969年11月-2021年3月义诊人次总计

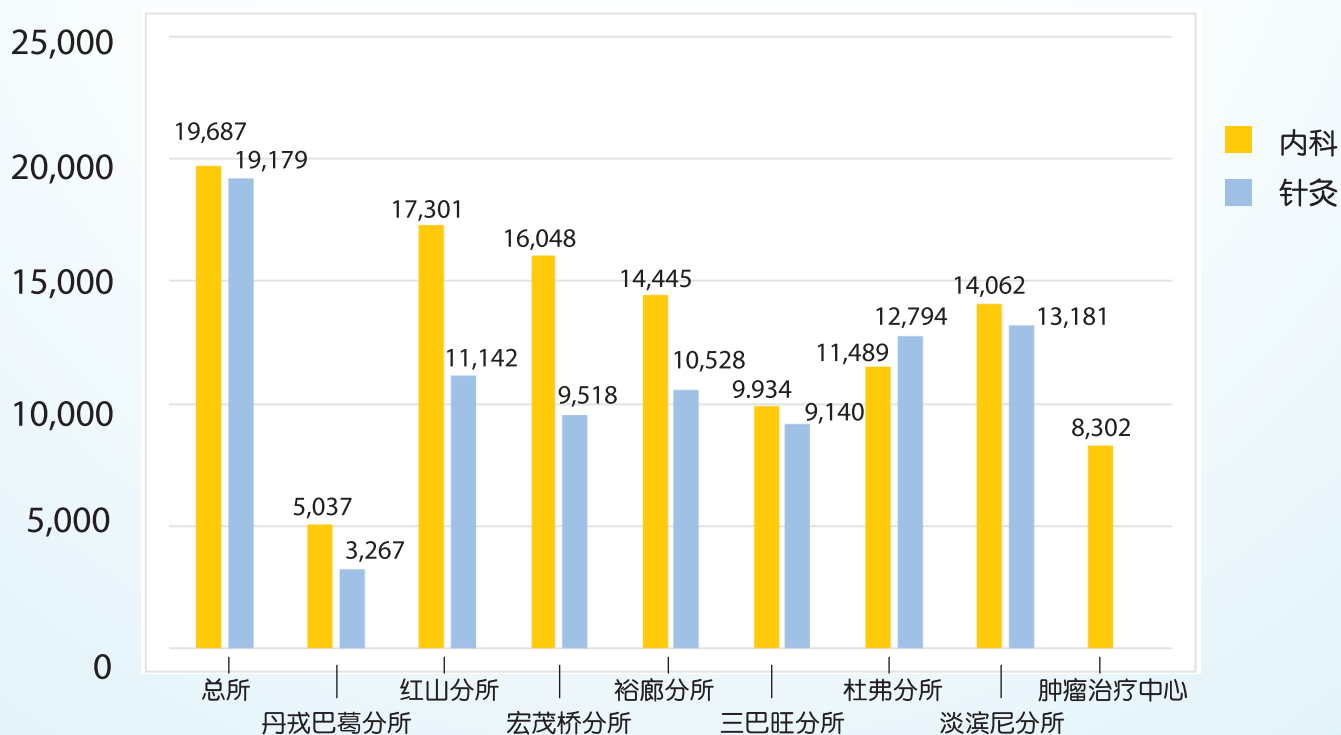


总人次 28,883,145

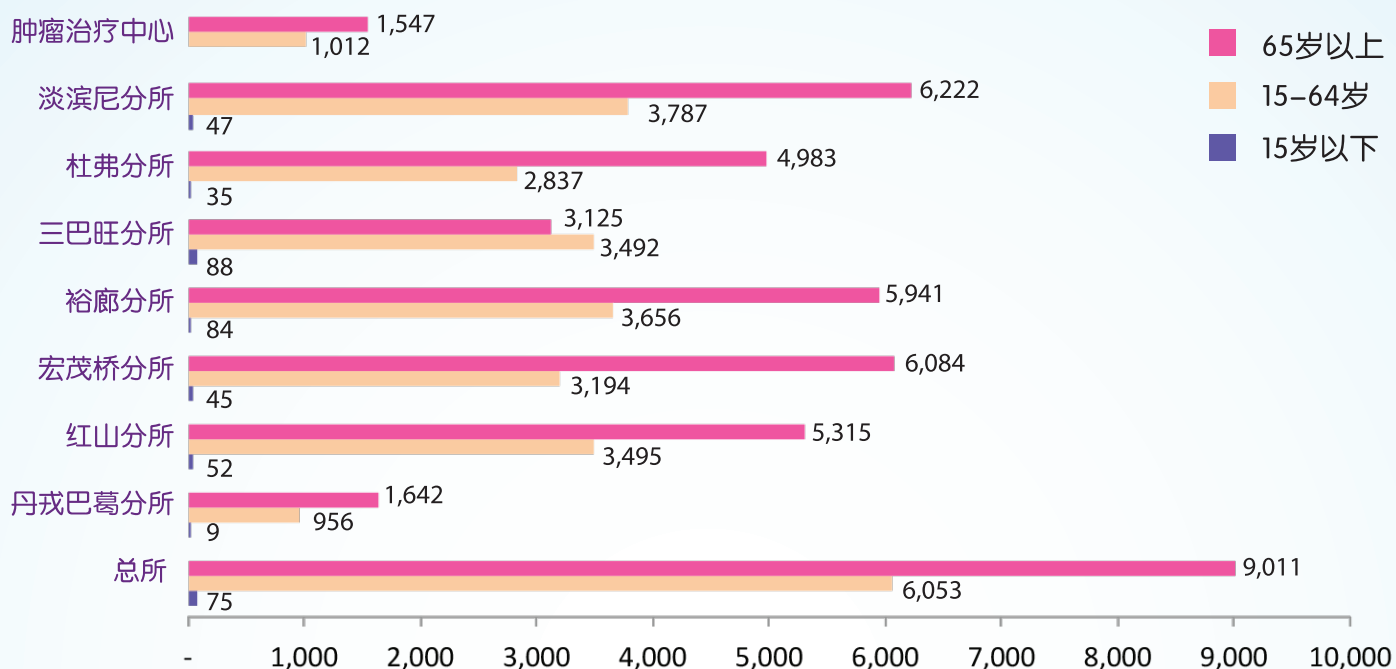
## 各所义诊人数收费与免费比例 (2020年4月-2021年3月)



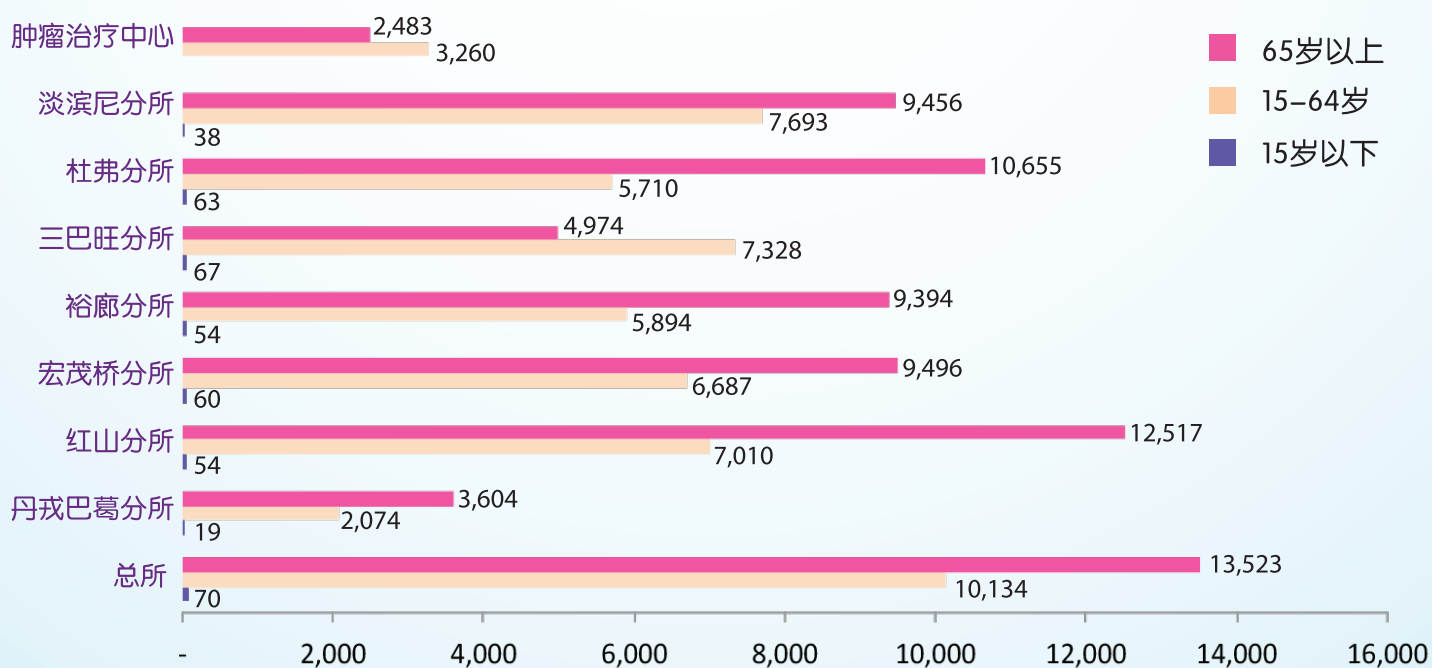
## 各所内科及针灸人数比例 (2020年4月-2021年3月)



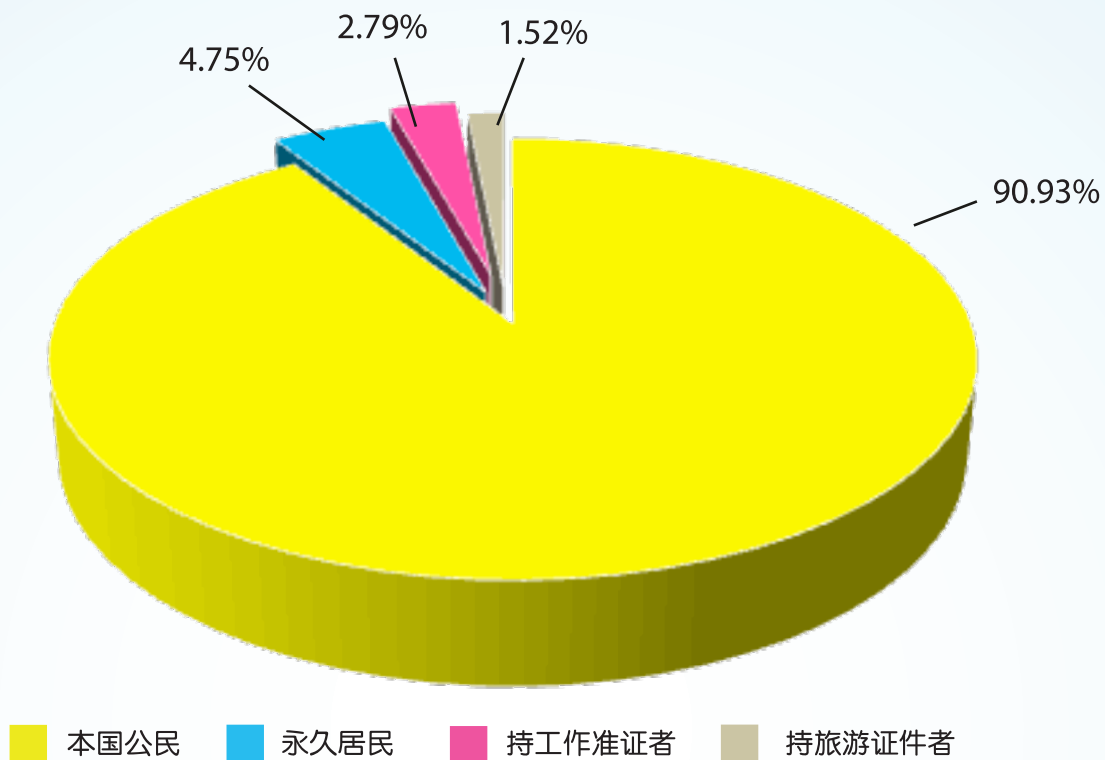
## 各所义诊人数年龄分类（男性） （2020年4月-2021年3月）



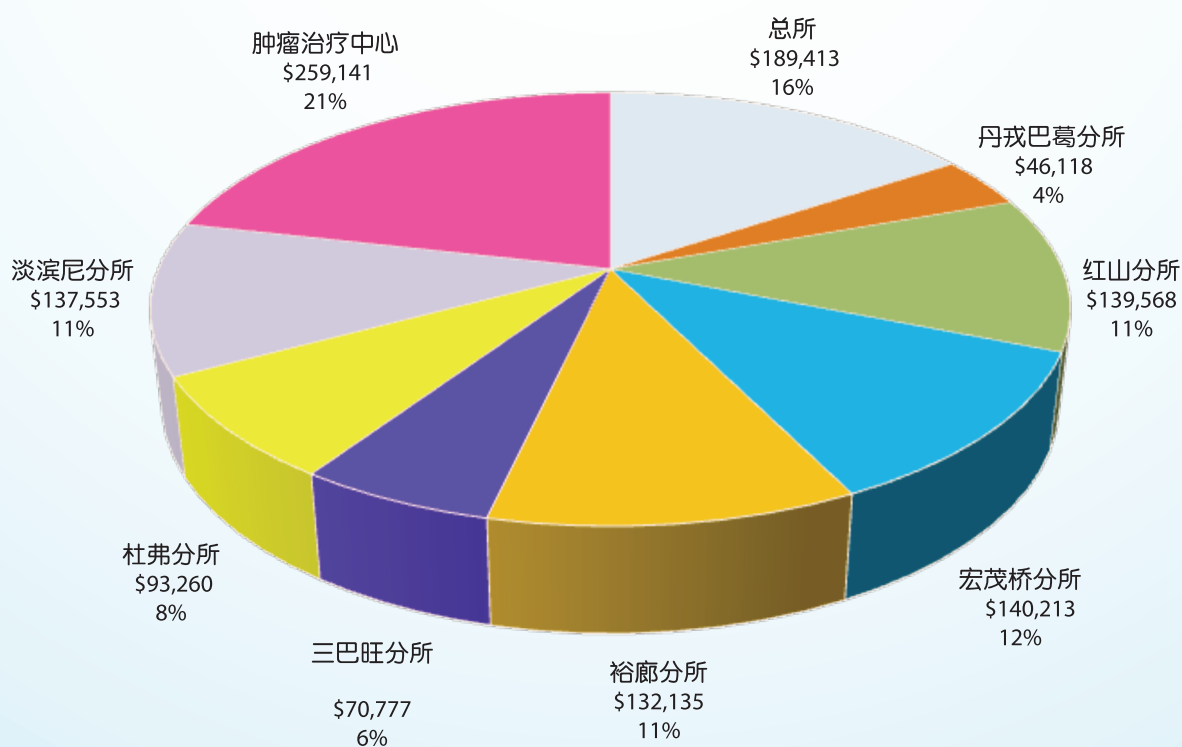
## 各所义诊人数年龄分类（女性） （2020年4月-2021年3月）



### 国籍分类 (2020年4月至2021年3月)



### 药物及针具开销 (2020年4月至2021年3月)



# 各所地址 CLINICS LOCATION

● **总所 Main Clinic** (附设肿瘤治疗中心/心理辅导服务)

48 Lorong 23 Geylang Singapore 388376

询问电话 Tel: 6848 4306 内科/针灸

询问电话 Tel: 6309 0595 肿瘤治疗中心

● **丹戎巴葛分所 Tanjong Pagar Branch** (附设心理辅导服务)

44 Craig Road Singapore 089682

询问电话 Tel: 6221 6652

● **红山分所 Redhill Branch**

Blk 131 Clarence Lane #01-20 Singapore 140131

询问电话 Tel: 6473 6638

● **宏茂桥分所 Ang Mo Kio Branch**

Blk 348 Ang Mo Kio Ave 3 #01-2096 Singapore 560348

询问电话 Tel: 6453 9466

● **裕廊分所 Jurong Branch**

Blk 320 Jurong East St 31 #01-74 Singapore 600320

询问电话 Tel: 6563 0063

● **三巴旺分所 Sembawang Branch** (附设肿瘤治疗)

Blk 503A Canberra Link #01-13 Singapore 751503

询问电话 Tel: 6555 6705

● **杜弗分所 Dover Branch**

Blk 23 Dover Crescent #01-388 Singapore 130023

询问电话 Tel: 6255 2049

● **淡滨尼分所 Tampines Branch** (附设肿瘤治疗/心理辅导服务)

Blk 156 Tampines St 12 #01-09 Singapore 521156

询问电话 Tel: 6226 2880

**义诊服务 TCM Consultation**

8:30am—12:00pm, 1:30pm—5:00pm

**心理辅导服务 Counselling Service**

9:00am—4:00pm

需要预约 by Appointment 68413370

星期日及公共假期休息 Closed on Sundays and Public Holidays



# 我们的 愿景 使命 和 价值观

## OUR VISION, MISSION & CORE VALUES

### 愿景 Vision

发扬佛教慈悲喜舍精神，  
缔造关怀互助的健康生活。

To propagate the Buddha's teaching of Loving-kindness, Compassion, Joy and Equanimity and to promote healthy living through sincere care and mutual support.

### 使命 Mission

于诸病苦为作良医--为病患者提供高素质的医药照顾，  
于贫穷者令得伏藏--为弱势群体减轻经济负担。

To provide high quality medical healthcare to the sick & needy at subsidized cost.

To provide free medical services to the low income families to help them relieve of financial burden.

### 核心价值观 Core Values

慈悲 / 平等 / 智慧 / 真诚 / 感恩 / 奉献

Loving-Kindness and Compassion / Equality / Wisdom  
Sincerity / Gratitude / Contribute