

A close-up photograph of a person's hands holding a silver and grey handheld calculator. The person is wearing a dark grey suit jacket and a striped tie. The calculator's LCD screen displays the number '12.34'. The person's right index finger is pressing one of the buttons on the calculator. The background is a solid bright yellow.

謹慎理財 與民交代 Prudent and accountable

財務報表

Financial Statements

財務報表

(截至二零零八年三月三十一日止年度)

Financial Statements

(For the year ended 31 March 2008)

獨立核數師報告

INDEPENDENT AUDITORS' REPORT

致：個人資料私隱專員

(依據《個人資料(私隱)條例》在香港成立的單一法團)

TO THE PRIVACY COMMISSIONER FOR PERSONAL DATA

(A corporation sole in Hong Kong established under the Personal Data (Privacy) Ordinance)

本核數師(以下簡稱「我們」)已審核列載於第125至149頁個人資料私隱專員的財務報表，此等財務報表包括於二零零八年三月三十一日的資產負債表與截至該日止年度的收支結算表、資金變動報表及現金流量表，以及主要會計政策概要及其他附註解釋。

We have audited the financial statements of The Privacy Commissioner for Personal Data (the "PCPD") set out on pages 125 to 149, which comprise the balance sheet as at 31 March 2008, and the statement of income and expenditure, the statement of changes in funds and the cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes.

個人資料私隱專員就財務報表須承擔的責任

個人資料私隱專員須負責根據香港會計師公會頒布的香港財務報告準則編製及真實而公平地列報該等財務報表。這責任包括設計、實施及維持與編製及真實而公平地列報財務報表相關的內部控制，以使財務報表不存在由於欺詐或錯誤而導致的重大錯誤陳述；選擇和應用適當的會計政策；及按情況下作出合理的會計估計。

The Privacy Commissioner's responsibility for the financial statements

The Privacy Commissioner is responsible for the preparation and the true and fair presentation of these financial statements in accordance with Hong Kong Financial Reporting Standards issued by the Hong Kong Institute of Certified Public Accountants. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and the true and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

核數師的責任

我們的責任是根據我們的審核對該等財務報表作出意見，並根據雙方同意的條款僅向個人資料私隱專員報告，除此之外本報告別無其他目的。我們不會就本報告的內容向任何其他人士負上或承擔任何責任。我們已根據香港會計師公會頒布的香港審計準則進行審核。這些準則要求我們遵守道德規範，並規劃及執行審核，以合理確定此等財務報表是否不存在任何重大錯誤陳述。

Auditors' responsibility

Our responsibility is to express an opinion on these financial statements based on our audit and to report our opinion solely to you in accordance with our agreed terms of engagement, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report. We conducted our audit in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free from material misstatement.

審核涉及執程序以獲取有關財務報表所載金額及披露資料的審核憑證。所選定的程序取決於核數師的判斷，包括評估由於欺詐或錯誤而導致財務報表存有重大錯誤陳述的風險。在評估該等風險時，核數師考慮與該機構編製及真實而公平地列報財務報表相關的內部控制，以設計適當的審核程序，但並非為對其內部控制的效能發表意見。審核亦包括評價個人資料私隱專員所採用的會計政策的合適性及所作的會計估計的合理性，以及評價財務報表的整體列報方式。

我們相信，我們所獲得的審核憑證是充足和適當地為我們的審核意見提供基礎。

意見

我們認為，該等財務報表已根據香港財務報告準則真實而公平地反映個人資料私隱專員於二零零八年三月三十一日的事務狀況及截至該日止年度的虧損和現金流量。

國衛會計師事務所
英國特許會計師
香港執業會計師

香港，二零零八年十月十八日

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and true and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Privacy Commissioner, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements give a true and fair view of the state of affairs of the PCPD as at 31 March 2008 and of its deficit and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards.

HLB Hodgson Impey Cheng
Chartered Accountants
Certified Public Accountants

Hong Kong, 18 October 2008

個人資料私隱專員

THE PRIVACY COMMISSIONER FOR PERSONAL DATA

收支結算表 STATEMENT OF INCOME AND EXPENDITURE

截至二零零八年三月三十一日止年度(以港元計算) For the year ended 31 March 2008 (in HK dollars)		附註 Notes	2008	2007
收入	Income			
政府補助金	Government subventions	5	35,250,478	34,073,146
銀行利息	Bank interest		418,472	353,963
講座收費	Seminar fees		173,300	75,050
錄影帶、視像光碟及刊物銷售	Sales of video tapes, video compact discs and publications		21,619	92,884
			35,863,869	34,595,043
支出	Expenditure			
核數師酬金	Auditors' remuneration		60,000	45,000
行政費用	Administrative expense		710,784	639,569
出售存貨成本	Cost of inventories sold		7,908	5,874
物業、機器及設備的折舊	Depreciation of property, plant and equipment			
– 由其他資金來源支付	– financed by other sources of funds	9	1,223,962	1,017,763
– 由資本補助金支付	– financed by capital subvention fund	9	62,320	32,464
僱員福利支出	Employee benefit expense	6	29,986,709	26,874,490
存貨註銷	Inventories written off		–	124,641
辦公室的營業租約租金	Operating lease rentals in respect of office premises		2,326,039	1,974,989
外訪支出	Overseas visits		252,237	203,693
私隱政策研究項目支出	Privacy policy research service expenses		–	1,322
編撰法律參考書籍	Legal reference		–	7,215
宣傳推廣支出	Promotion expense		730,525	816,225
其他營運費用	Other operating expenses		2,141,165	2,616,860
			37,501,649	34,360,105
年內(虧損)/盈餘	(Deficit)/Surplus for the year		(1,637,780)	234,938

附註屬本財務報表的組成部分。

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

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

資產負債表 BALANCE SHEET

於二零零八年三月三十一日(以港元計算) As at 31 March 2008 (in HK dollars)		附註 Notes	2008	2007
資產	ASSETS			
非流動資產	Non-current assets			
物業、機器及設備	Property, plant and equipment	9	1,864,014	2,955,249
應收政府的約滿 酬金補助款	Gratuity subvention receivable from Government	11	—	739,699
			1,864,014	3,694,948
流動資產	Current assets			
存貨	Inventories	12	67,663	75,571
應收政府的未放取 年假撥款	Unutilised annual leave subvention receivable from Government		—	517,060
其他應收款項、 按金及預付款項	Other receivables, deposits and prepayments	13	171,170	195,085
銀行結存及現金	Bank balances and cash	14	12,831,112	10,909,321
			13,069,945	11,697,037
資產總額	Total assets		14,933,959	15,391,985
資金	FUNDS			
一般儲備	General reserve	15	4,794,086	6,431,866
收支結算表	Statement of income and expenditure		—	—
資金總額	Total funds		4,794,086	6,431,866
負債	LIABILITIES			
非流動負債	Non-current liabilities			
應付政府的約滿酬金補 助款	Gratuity subvention payable to Government	11	351,724	—
職員約滿酬金撥備	Provision for staff gratuity	16	2,755,383	1,590,348
資本補助金	Capital subvention fund	17	3,520,444	3,593,875
			6,627,551	5,184,223
流動負債	Current liabilities			
其他應付款項及應計費用	Other payables and accruals	18	696,516	931,772
職員約滿酬金撥備	Provision for staff gratuity	16	2,063,553	2,327,064
未放取年假撥備	Provision for unutilised annual leave		752,253	517,060
			3,512,322	3,775,896
負債總額	Total liabilities		10,139,873	8,960,119
資金及負債總額	Total funds and liabilities		14,933,959	15,391,985

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個人資料私隱專員

Woo Roderick Bun
Privacy Commissioner for Personal Data

附註屬本財務報表的組成部分。
The accompanying notes form an integral part of these financial statements.

個人資料私隱專員

THE PRIVACY COMMISSIONER FOR PERSONAL DATA

資金變動報表

STATEMENT OF CHANGES IN FUNDS

截至二零零八年三月三十一日止年度(以港元計算) For the year ended 31 March 2008 (in HK dollars)		收支結算表 Statement of income and expenditure	一般儲備 (附註 15) General reserve (Note 15)	總計 Total
於二零零六年四月一日	At 1 April 2006	–	6,196,928	6,196,928
年內盈餘	Surplus for the year	234,938	–	234,938
調撥	Transfers	(234,938)	234,938	–
於二零零七年三月三十一日及 二零零七年四月一日	At 31 March 2007 and 1 April 2007	–	6,431,866	6,431,866
年內虧損	Deficit for the year	(1,637,780)	–	(1,637,780)
調撥	Transfers	1,637,780	(1,637,780)	–
於二零零八年三月三十一日	At 31 March 2008	–	4,794,086	4,794,086

附註屬本財務報表的組成部分。
The accompanying notes form an integral part of these financial statements.

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

現金流量表 CASH FLOW STATEMENT

截至二零零八年三月三十一日止年度(以港元計算) For the year ended 31 March 2008 (in HK dollars)		附註 Notes	2008	2007
營運活動的現金流量	Cash flows from operating activities			
年內(虧損)/盈餘	(Deficit)/Surplus for the year		(1,637,780)	234,938
調整：	Adjustments for:			
– 折舊支出	– Depreciation expense		1,286,282	1,050,227
– 利息收入	– Interest income		(418,472)	(353,963)
營運基金變動：	Changes in working capital:			
– 應收政府的約滿酬金補助款	– Gratuity subvention receivable from Government		739,699	1,283,088
– 存貨	– Inventories		7,908	130,515
– 應收政府的未放取年假撥款	– Unutilised annual leave subvention receivable from Government		517,060	(17,631)
– 其他應收款項、按金及預付款項	– Other receivables, deposits and prepayments		23,915	328,318
– 應付政府的約滿酬金補助款	– Gratuity subvention payable to Government		351,724	–
– 職員約滿酬金撥備	– Provision for staff gratuity		901,524	(34,129)
– 資本補助金	– Capital subvention fund		(73,431)	(71,001)
– 其他應付款項及應計費用	– Other payables and accruals		(235,256)	(1,285,350)
– 未放取年假撥備	– Provision for unutilised annual leave		235,193	17,631
營運所得現金淨額	Net cash generated from operating activities		1,698,366	1,282,643
投資活動的現金流量	Cash flows from investing activities			
利息收入	Interest received		418,472	353,963
購置物業、機器及設備	Purchases of property, plant and equipment		(195,047)	(1,113,456)
投資活動所得/(所用)現金淨額	Net cash generated from/(used in) investing activities		223,425	(759,493)
現金及現金等值的增加淨額	Net increase in cash and cash equivalents		1,921,791	523,150
年初的現金及現金等值	Cash and cash equivalents at beginning of the year		10,909,321	10,386,171
年底的現金及現金等值	Cash and cash equivalents at end of the year		12,831,112	10,909,321
現金及現金等值結存分析：	Analysis of balances of cash and cash equivalents:			
銀行結存及現金	Bank balances and cash	14	12,831,112	10,909,321

附註屬本財務報表的組成部分。
The accompanying notes form an integral part of these financial statements.

財務報表附註

NOTES TO THE FINANCIAL STATEMENTS

截至二零零八年三月三十一日止年度
(以港元計算)

For the year ended 31 March 2008
(in HK dollars)

1. 一般資料

個人資料私隱專員是根據一九九五年八月三日制定的《個人資料(私隱)條例》而設立的單一法團，目的是要在個人資料方面保障個人的私隱，並就附帶事宜及相關事宜訂定條文。

個人資料私隱專員根據法例於香港成立，註冊辦事處地址為香港灣仔皇后大道東248號12樓。

除另有註明外，本財務報表的金額是以港元為單位。本財務報表已於二零零八年十月十八日獲個人資料私隱專員批准及授權刊發。

2. 重要會計政策概要

編製本財務報表時應用的主要會計政策載於下文。除另有註明外，該等政策已貫徹地應用於所有年度。

2.1 編製基準

本財務報表是依據香港會計師公會頒布的香港財務報告準則，以及歷史成本常規法編製。

遵照香港財務報告準則編製本財務報表，需要作出若干關鍵的會計估計。管理層亦需要在應用個人資料私隱專員的會計政策時作出判斷。本財務報表所涉及的重要判斷或高度複雜的範疇，或所作假設及估計對本財務報表有重大影響的範疇於附註4披露。

1. GENERAL INFORMATION

The Privacy Commissioner for Personal Data (the "PCPD") is a corporation sole established under the Personal Data (Privacy) Ordinance 1995 enacted on 3 August 1995 for the purpose of protecting the privacy of individuals in relation to personal data and to provide for matters incidental thereto or connected therewith.

The PCPD is incorporated by statute in Hong Kong. The address of its registered office is 12/F, 248 Queen's Road East, Wanchai, Hong Kong.

These financial statements are presented in Hong Kong dollars ("HK\$"), unless otherwise stated. These financial statements were approved and authorised for issue by the Privacy Commissioner on 18 October 2008.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

2.1 BASIS OF PREPARATION

The financial statements have been prepared in accordance with Hong Kong Financial Reporting Standards ("HKFRS") issued by the Hong Kong Institute of Certified Public Accountants. The financial statements have been prepared under the historical cost convention.

The preparation of financial statements in conformity with HKFRS requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the PCPD's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 4.

財務報表附註 (續)	NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
2. 重要會計政策概要 (續)	2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)
2.1 編製基準 (續)	2.1 Basis of preparation (continued)
(a) 於二零零七年生效的準則及修訂	(a) Standard and amendment effective in 2007
<p>香港財務報告準則第7號「金融工具：披露」及香港會計準則第1號的補充修訂「財務報表之呈列 — 資本披露」引入有關金融工具的新披露規定，但並無對個人資料私隱專員的金融工具分類及估值，或有關稅項及其他應付款項的披露規定產生任何影響。</p>	<p>HKFRS 7, 'Financial Instruments: Disclosures', and the complementary amendment to HKAS 1, 'Presentation of financial statements – Capital disclosures', introduces new disclosures relating to financial instruments and does not have any impact on the classification and valuation of the PCPD's financial instruments or the disclosures relating to taxation and other payables.</p>
(b) 於二零零七年生效但與個人資料私隱專員的運作無關的詮釋	(b) Interpretations effective in 2007 but not relevant
<p>以下已頒布準則的詮釋於個人資料私隱專員在二零零七年四月一日或之後開始的會計期間強制生效，但與個人資料私隱專員的運作並不相關：</p>	<p>The following interpretations to published standards are mandatory for accounting periods beginning on or after 1 April 2007 but they are not relevant to the PCPD's operations:</p>
<ul style="list-style-type: none">香港(國際財務報告詮釋委員會) — 詮釋7，應用香港會計準則第29號《嚴重通脹經濟中的財務報告》下的重列法；香港(國際財務報告詮釋委員會) — 詮釋8，香港財務報告準則第2號的範圍；香港(國際財務報告詮釋委員會) — 詮釋9，內嵌衍生工具的重新評估；香港(國際財務報告詮釋委員會) — 詮釋10，中期財務報告及減值；及香港(國際財務報告詮釋委員會) — 詮釋11，香港財務報告準則第2號 — 集團及庫存股份交易。	<ul style="list-style-type: none">HK(IFRIC)–Int 7, 'Applying the Restatement Approach under HKAS 29, Financial Reporting in Hyperinflationary Economies';HK(IFRIC)–Int 8, 'Scope of HKFRS 2';HK(IFRIC)–Int 9, 'Reassessment of Embedded Derivatives';HK(IFRIC)–Int 10, 'Interim Financial Reporting and Impairment'; andHK(IFRIC)–Int 11, 'HKFRS 2 – Group and Treasury Share Transactions'.
(c) 仍未生效及未獲個人資料私隱專員提早採納的準則、修訂及現有準則的詮釋	(c) Standards, amendments and interpretations to existing standards that are not yet effective and have not been early adopted by the PCPD
<p>下述於個人資料私隱專員在二零零八年四月一日或之後開始的會計期間或</p>	<p>The following standards, amendments and interpretations to existing standards have been published and</p>

財務報表附註 (續) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.1 編製基準 (續)

- (c) 仍未生效及未獲個人資料私隱專員提早採納的準則、修訂及現有準則的詮釋 (續)

其後的期間屬強制性的準則、修訂及現有準則的詮釋已經頒布，但個人資料私隱專員並未提早採納：

	附註
香港會計準則第1號(經修訂) 財務報表之呈列	1
香港會計準則第23號(經修訂) 借貸成本	1
香港會計準則第27號(經修訂) 綜合及獨立財務報表	2
香港會計準則第32號及 香港會計準則第1號(修訂本) 可沽售金融工具及 清盤時產生的責任	1
香港財務報告準則第2號(修訂本) 歸屬條件及註銷	1
香港財務報告準則第3號(經修訂) 業務合併	2
香港財務報告準則第8號 營運分類	1
香港(國際財務報告詮釋委員會) — 詮釋12 服務經營權安排	3
香港(國際財務報告詮釋委員會) — 詮釋13 顧客忠誠計劃	4

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.1 Basis of preparation (continued)

- (c) Standards, amendments and interpretations to existing standards that are not yet effective and have not been early adopted by the PCPD (continued)

are mandatory for the PCPD's accounting periods beginning on or after 1 April 2008 or later periods, but the PCPD has not early adopted them:

	Notes
HKAS 1 (Revised) Presentation of Financial Statements	1
HKAS 23 (Revised) Borrowing Costs	1
HKAS 27 (Revised) Consolidated and Separate Financial Statements	2
HKAS 32 & HKAS 1 (Amendment) Puttable Financial Instruments and Obligations Arising on Liquidation	1
HKFRS 2 (Amendment) Vesting Conditions and Cancellations	1
HKFRS 3 (Revised) Business Combinations	2
HKFRS 8 Operating Segments	1
HK(IFRIC)–Int 12 Service Concession Arrangements	3
HK(IFRIC)–Int 13 Customer Loyalty Programmes	4

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.1 編製基準 (續)

- (c) 仍未生效及未獲個人資料私隱專員提早採納的準則、修訂及現有準則的詮釋 (續)

附註
香港(國際財務報告詮釋委員會)
— 詮釋 14
香港會計準則第 19 號 —
界定福利資產的限制、
最低資金規定及兩者之相互關係 3

香港(國際財務報告詮釋委員會)
— 詮釋 15
房地產建築協議 1

香港(國際財務報告詮釋委員會)
— 詮釋 16
海外業務投資淨額對沖 5

- 附註：
- 1. 於二零零九年一月一日或之後開始的會計期間生效
 - 2. 於二零零九年七月一日或之後開始的會計期間生效
 - 3. 於二零零八年一月一日或之後開始的會計期間生效
 - 4. 於二零零八年七月一日或之後開始的會計期間生效
 - 5. 於二零零八年十月一日或之後開始的會計期間生效

個人資料私隱專員預期應用該等準則、修訂或詮釋對個人資料私隱專員的業績及財務狀況並無重大影響。

2.2 外幣換算

- (a) 功能及呈列貨幣

本財務報表所載項目，均以個人資料私隱專員營運的主要經濟環境所採用

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.1 Basis of preparation (continued)

- (c) Standards, amendments and interpretations to existing standards that are not yet effective and have not been early adopted by the PCPD (continued)

Notes
HK(IFRIC)–Int 14
HKAS 19 – The Limit on a Defined
Benefit Asset, Minimum Funding
Requirements and their Interaction 3

HK(IFRIC)–Int 15
Agreements for the Construction
of Real Estate 1

HK(IFRIC)–Int 16
Hedges of a Net Investment in a
Foreign Operation 5

- Notes:
- 1. Effective for accounting periods beginning on or after 1 January 2009
 - 2. Effective for accounting periods beginning on or after 1 July 2009
 - 3. Effective for accounting periods beginning on or after 1 January 2008
 - 4. Effective for accounting periods beginning on or after 1 July 2008
 - 5. Effective for accounting periods beginning on or after 1 October 2008

The Privacy Commissioner anticipates that the application of these standards, amendments or interpretations will have no material impact on the results and the financial position of the PCPD.

2.2 Foreign currency translation

- (a) Functional and presentation currency

Items included in the financial statements of the PCPD are measured using the currency of the primary

財務報表附註(續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要(續)

2.2 外幣換算(續)

(a) 功能及呈列貨幣(續)

的貨幣(「功能貨幣」)計算。本財務報表是以港幣呈列，而港幣是個人資料私隱專員的功能及呈列貨幣。

(b) 交易及結餘

外幣交易按交易當日的匯率換算為功能貨幣。因該等交易結算及按年終匯率換算以外幣計值的貨幣資產及負債所產生的外匯損益，均於收支結算表中確認。

2.3 物業、機器及設備

物業、機器及設備按歷史成本扣除折舊和減值虧損列帳。歷史成本包括收購有關項目直接應佔的開支。

僅在與該項目相關的未來經濟效益頗有可能歸於個人資料私隱專員，並能可靠地計算出項目成本的情況下，其後成本才會包括在資產的帳面值或確認為獨立資產(視適用情況而定)。所有其他維修及保養開支於其產生的財政期間計入收支結算表中。

租約物業裝修的折舊是按租約年期或其估計可供個人資料私隱專員使用的年期(取其較短者)，將其成本扣除累積折舊及減值虧損撇銷。

其他物業、機器及設備的折舊按以下的估計可用年期，以直線法將成本分攤至剩餘價值計算：

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.2 Foreign currency translation (continued)

(a) Functional and presentation currency (continued)

economic environment in which the PCPD operates (the “functional currency”). The financial statements are presented in Hong Kong dollars, which is the PCPD’s functional and presentation currency.

(b) Transactions and balances

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the statement of income and expenditure.

2.3 Property, plant and equipment

Property, plant and equipment are stated at historical cost less depreciation and impairment losses. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Subsequent costs are included in the asset’s carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the PCPD and the cost of the item can be measured reliably. All other repairs and maintenance are charged in the statement of income and expenditure during the financial period in which they are incurred.

Depreciation of leasehold improvements is calculated to write off their costs less accumulated depreciation and impairment losses over the periods of the leases or their expected useful lives to the PCPD, whichever is shorter.

Depreciation of other property, plant and equipment is calculated using the straight-line method to allocate their costs to their residual values over their estimated useful lives, as follows:

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.3 物業、機器及設備 (續)

汽車	3 年
電腦及軟件	3 年
辦公室設備	5 年
家具及固定裝置	5 年

資產的剩餘價值及可用年期在每個資產負債表日期進行檢討，並在適當時調整。

如資產的帳面值高於估計的可收回金額，資產的帳面值會立即撇減至可收回金額 (附註 2.4)。

出售之盈虧是透過比較銷售所得款項與帳面值而釐定，並於收支結算表中確認。

2.4 非金融資產減值

須作攤銷或折舊的資產，當發生事情或情況變動，顯示帳面值未必能收回時，會就減值進行檢討。減值虧損按資產帳面值超出其可收回金額之差額確認入帳。可收回金額為資產公平值扣除出售成本或使用價值 (取較高者)。為評估減值，資產按獨立可識別現金流量 (現金產生單位) 的最低水平歸類。出現減值的非金融資產於每個報告日期檢討減值撥回的可能性。

2.5 金融資產

個人資料私隱專員將其金融資產分為貸款及應收款項。分類視乎取得有關金融資產的目的而定，個人資料私隱專員會於首次確認金融資產時釐定其所屬類別。

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.3 Property, plant and equipment (continued)

Motor vehicles	3 years
Computers and software	3 years
Office equipment	5 years
Furniture and fixtures	5 years

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount (Note 2.4).

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of income and expenditure.

2.4 Impairment of non-financial assets

Assets that are subject to amortisation or depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash flows (cash-generating units). Non-financial assets that suffered an impairment are reviewed for possible reversal of the impairment at each reporting date.

2.5 Financial assets

The PCPD classifies its financial assets in the category of loans and receivables. The classification depends on the purposes for which the financial assets were acquired. The PCPD determines the classification of its financial assets at initial recognition.

財務報表附註(續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要(續)

2.5 金融資產(續)

貸款及應收款項

貸款及應收款項是指具有固定或可以確定付款額，但在活躍市場沒有報價的非衍生金融資產。這些資產會列入流動資產內，惟於資產負債表日期十二個月以後到期的資產，則列作非流動資產。

按慣例買賣金融資產是於交易日(即個人資料私隱專員承諾買賣資產的日期)入帳。貸款及應收款項是採用實際利率法按攤銷成本列帳。

個人資料私隱專員於每個資產負債表日期評核有否客觀證據證明有一項或一組金融資產出現減值。

2.6 存貨

存貨以成本值和可變現淨值之較低者入帳。成本值以先進先出法釐定。可變現淨值是按正常營運過程中的估計售價，減去適用的變動銷售開支計算。

2.7 其他應收款項

其他應收款項最初按公平值確認，其後則採用實際利率法按已攤銷成本扣除減值撥備計算。當有客觀證據顯示個人資料私隱專員將不能按應收款項的原有條款收回所有到期款項，則會對其他應收款項作出減值撥備。撥備數額為資產帳面值與估計未來現金流按原來實際利率貼現之現值兩者的差額。撥備數額於收支結算表中確認。

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.5 Financial assets (continued)

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance sheet date. These are classified as non-current assets.

Regular way purchases and sales of financial assets are recognised on the trade-date (the date on which the PCPD commits to purchase or sell the asset). Loans and receivables are carried at amortised cost using the effective interest method.

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

2.6 Inventories

Inventories are stated at the lower of cost and net realisable value. Cost is determined using the first-in, first-out basis. Net realisable value is the estimated selling price in the ordinary course of operations, less applicable variable selling expenses.

2.7 Other receivables

Other receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for impairment of other receivables is established when there is objective evidence that the PCPD will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate. The amount of the provision is recognised in the statement of income and expenditure.

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.8 現金及現金等值

現金及現金等值包括手頭現金、銀行通知存款和原本到期日在三個月內的短期高流動性投資。

2.9 其他應付款項

其他應付款項最初按公平值確認，其後則採用實際利率法按攤銷成本計算。

2.10 僱員福利

(a) 僱員可享有的假期及約滿酬金

僱員可享用的年假及約滿酬金在該等假期累計予僱員時確認。個人資料私隱專員已為僱員在計至年結日止所提供的服務而在年假及約滿酬金方面引致的預計責任作出撥備。

僱員可享用的病假及分娩假(或待產假)不作確認，直至僱員放取該等假期時才予以確認。

(b) 退休金責任

個人資料私隱專員已在香港設立強制性公積金計劃(「強積金計劃」)。強積金計劃內的資產分開存放在由信託人管理的基金內。個人資料私隱專員於供款後，便再沒有其他付款的責任。該等供款於到期時確認為僱員福利支出。預付供款於有現金退回或未來付款減少時，確認為資產。

2.11 撥備

個人資料私隱專員因過往事件而須負上法律或推定責任，而較可能需要有資源流出以償付責任，以及金額已經可靠估計時，

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less.

2.9 Other payables

Other payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method.

2.10 Employee benefits

(a) Employee leave and gratuity entitlements

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

Employee entitlements to sick leave and maternity or paternity leave are not recognised until the time of leave.

(b) Pension obligations

The PCPD has established a mandatory provident fund scheme ("MPF Scheme") in Hong Kong. The assets of the MPF Scheme are held in separate trustee-administered funds. The PCPD has no further payment obligations once the contributions have been paid. The contributions are recognised as employee benefit expense when they are due. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

2.11 Provisions

Provisions are recognised when the PCPD has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.11 撥備 (續)

須作撥備確認。未來的營運損失不會作撥備確認。

如有多項類似責任，解除責任引致資源流出的可能性，是根據責任的類別作整體考慮。即使相同類別責任中任何一個項目引致資源流出的可能性不大，仍須確認撥備。

2.12 收入確認

(a) 政府補助金

如有合理保證可取得政府補助，而且個人資料私隱專員可以符合所有附帶條件，則會按補助金額的公平值確認政府補助。

與指定項目有關的政府補助金包括在資本補助金內，並且延遲至須與擬補償的成本配合時，才在收支結算表內確認。

與購置物業、機器及設備有關的政府補助金包括在資本補助金內，並按有關資產的預計年限，以直線法記入收支結算表內。

(b) 銀行利息收入

銀行利息收入以實際利率方式按時間比例計算。

(c) 講座收費收入

講座收費收入按應計制確認。

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.11 Provisions (continued)

the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

2.12 Income recognition

(a) Government subventions

Grants from the government are recognised at their fair value where there is a reasonable assurance that the grant will be received and the PCPD will comply with all attached conditions.

Government subventions relating to specific projects are included in the capital subvention fund and are deferred and recognised in the statement of income and expenditure over the period necessary to match them with the costs that they are intended to compensate.

Government subventions relating to the purchase of property, plant and equipment are included in the capital subvention fund and are credited to the statement of income and expenditure on a straight-line basis over the expected lives of the related assets.

(b) Bank interest income

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

(c) Seminar fee income

Seminar fee income is recognised on an accrual basis.

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

2. 重要會計政策概要 (續)

2.12 收入確認 (續)

- (d) 錄影帶、視像光碟及刊物銷售

錄影帶、視像光碟及刊物銷售收入在該等貨品交付予買方，而買方接受貨品，以及有關應收款項可合理地確定收到時確認。

2.13 營業租約

擁有權的大部分風險及得益由出租人保留的租約屬於營業租約。根據營業租約繳付的款額(扣除自出租人收取的任何獎勵後)，均按租約期在收支結算表中以直線法支銷。

3. 財務風險管理

3.1 財務風險因素

風險管理是由個人資料私隱專員的財務部根據個人資料私隱專員批准的政策進行。財務部密切與各營運單位合作，識別及評估財務風險。個人資料私隱專員為全面的風險管理訂定書面原則，例如利率風險、金融工具的使用，以及額外流動資金的投資。

- (a) 市場風險

- (i) 外匯風險

個人資料私隱專員主要在香港營運，大部分交易均以港元結算，於有關期間並無任何重大外匯風險。

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.12 Income recognition (continued)

- (d) Sales of video tapes, video compact discs and publications

Income from the sales of video tapes, video compact discs and publications is recognised when the PCPD has delivered products to the customer, the customer has accepted the products and collectibility of the related receivables is reasonably assured.

2.13 Operating leases

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the statement of income and expenditure on a straight-line basis over the period of the lease.

3. FINANCIAL RISK MANAGEMENT

3.1 Financial risk factors

Risk management is carried out by the finance department of the PCPD under policies approved by the PCPD. The finance department identifies and evaluates financial risks in close co-operation with the operating units. The PCPD provides written principles for overall risk management such as interest-rate risk, use of financial instruments and investing excess liquidity.

- (a) Market risk

- (i) Foreign exchange risk

The PCPD mainly operates in Hong Kong with most of transactions settled in Hong Kong dollars and did not have significant exposure to foreign exchange risks during the year.

財務報表附註 (續) NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

3. 財務風險管理 (續)

3.1 財務風險因素 (續)

(a) 市場風險 (續)

(ii) 價格風險

由於個人資料私隱專員在以公平計量的金融工具上沒有重大投資，因此個人資料私隱專員並無重大價格風險。

(iii) 現金流量及公平值利率風險

除了以市場利率計息的短期銀行存款外，個人資料私隱專員並無其他重大的計息資產及負債。因此，個人資料私隱專員的收入和營運現金流量大致上不受市場利率波動的影響，而面對現金流量及公平值利率的風險亦較低。

(b) 信貸風險

個人資料私隱專員並無信貸風險相當集中的情況。有關個人資料私隱專員金融資產的最高信貸風險程度為資產負債表內現金及現金等值和其他應收款項的帳面值。

關於銀行現金存款，財務部主要將存款存放於具信譽的銀行，以管理信貸風險。

(c) 流動資金風險

審慎的流動資金風險管理包括保持充足的現金。

3. FINANCIAL RISK MANAGEMENT (CONTINUED)

3.1 Financial risk factors (continued)

(a) Market risk (continued)

(ii) Price risk

As the PCPD had no significant investments in financial instruments at fair values, the PCPD is not exposed to significant price risk.

(iii) Cash flow and fair value interest rate risk

Except for the short-term bank deposits which bear interest at market rates, the PCPD has no other significant interest bearing assets and liabilities. Accordingly, the PCPD's income and operating cash flows are substantially independent of changes in market interest rates and the exposure to cash flow and fair value interest rate risk is low.

(b) Credit risk

The PCPD has no significant concentration of credit risk. The carrying amounts of cash and cash equivalents and other receivables included in the balance sheet represent the PCPD's maximum exposure to credit risk in relation to its financial assets.

For cash deposits with banks, the finance department manages the credit risk by placing mainly the deposits with reputable banks.

(c) Liquidity risk

Prudent liquidity risk management includes maintaining sufficient cash.

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註(續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

3. 財務風險管理(續)

3.1 財務風險因素(續)

(c) 流動資金風險(續)

下表按有關到期日組別分析個人資料私隱專員的金融負債，是根據於資產負債表日期至合約到期日的餘下期間計算。該表所披露的金額為合約未貼現現金流量。

		即時到期或一年以下 On demand or less than 1 year	一年以上但五年以下 More than 1 year but less than 5 years	總計 Total
2008	2008			
應付政府的約滿酬金	Gratuity subvention payable to Government	–	351,724	351,724
其他應付款項及應計費用	Other payables and accruals	696,516	–	696,516
		696,516	351,724	1,048,240
2007	2007			
其他應付款項及應計費用	Other payables and accruals	931,722	–	931,722

3.2 資本風險管理

個人資料私隱專員的資本管理目標是保障個人資料私隱專員的持續經營能力，以維持理想的資本架構。

3.3 公平值估計

應收款項及應付款項的帳面值扣除減值撥備的金額，是其公平值的合理約數。就披露而言，金融負債的公平值是按未來合約現金流量以個人資料私隱專員在類似金融工具可得的現有市場利率作貼現估計。

3. FINANCIAL RISK MANAGEMENT (CONTINUED)

3.1 Financial risk factors (continued)

(c) Liquidity risk (continued)

The table below analyses the PCPD’s financial liabilities into relevant maturity groupings based on the remaining period at the balance sheet to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows.

3.2 Capital risk management

The PCPD’s objectives when managing capital are to safeguard the PCPD’s ability to continue as a going concern in order to maintain an optimal fund structure.

3.3 Fair value estimation

The carrying values less impairment provision of receivables and payables are a reasonable approximation of their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the PCPD for similar financial instruments.

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

4. 重要會計估計及判斷

估計及判斷是根據過往經驗及其他因素(包括在相關情況下對未來事件的合理預測)持續地作出評估。

個人資料私隱專員會對將來作出估計及假設。嚴格而言，所產生的會計估計甚少與有關的實際結果完全相同。不過，對於本財務報表所作出的估計及假設，私隱專員預期不會構成重大風險，導致下一財政年度資產及負債的帳面值需作大幅修訂。

4. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The PCPD makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. However, there are no estimates or assumptions used on these financial statements that the Privacy Commissioner expects will have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

5. 政府補助金

		2008	2007
經常性	Recurrent	32,317,637	31,439,000
約滿酬金(附註 11)	Gratuity (Note 11)	2,870,521	2,575,514
資本補助金(附註 17)	Capital subvention fund (Note 17)	62,320	41,001
未放取的年假	Unutilised annual leave	–	17,631
		35,250,478	34,073,146

5. GOVERNMENT SUBVENTIONS

6. 僱員福利支出

		2008	2007
薪酬	Salaries	22,340,260	20,762,541
約滿酬金及其他津貼	Gratuities and other allowances	6,346,668	5,584,281
強積金計劃供款	Contributions to MPF Scheme	547,528	510,037
未放取年假撥備	Provision for unutilised annual leave	752,253	17,631
		29,986,709	26,874,490

6. EMPLOYEE BENEFIT EXPENSE

個人資料私隱專員

THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

7. 主要管理人員的報酬

7. KEY MANAGEMENT COMPENSATION

		2008	2007
短期僱員福利	Short-term employee benefits	6,728,272	6,841,543
離職後福利	Post-employment benefits	1,164,875	1,146,447
		7,893,147	7,987,990

8. 所得稅支出

8. INCOME TAX EXPENSE

個人資料私隱專員是政府補助機構，可根據《稅務條例》(第 112 章)豁免繳交稅務局的一切徵稅。

The PCPD is a government subvented body exempted from payment of all taxes administered by the Inland Revenue Department by virtue of the Inland Revenue Ordinance (Chapter 112).

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

9. 物業、機器及設備

9. PROPERTY, PLANT AND EQUIPMENT

截至二零零八年三月三十一日止年度 (以港元計算) For the year ended 31 March 2008 (in HK dollars)		汽車 Motor vehicles	電腦及軟件 Computers and software	辦公室設備 Office equipment	家具及 固定裝置 Furniture and fixtures	租賃 物業裝修 Leasehold improvements	總計 Total
於二零零六年 四月一日	At 1 April 2006						
成本	Cost	306,789	3,739,962	1,013,641	738,587	2,405,722	8,204,701
累積折舊	Accumulated depreciation	(306,788)	(3,547,550)	(873,556)	(517,961)	(66,826)	(5,312,681)
帳面淨值	Net book amount	1	192,412	140,085	220,626	2,338,896	2,892,020
截至二零零七年 三月三十一日 止年度	Year ended 31 March 2007						
期初帳面淨值	Opening net book amount	1	192,412	140,085	220,626	2,338,896	2,892,020
增加	Additions	–	165,374	209,765	217,348	520,969	1,113,456
出售	Disposals						
– 成本	– cost	–	–	(4,400)	(49,995)	–	(54,395)
– 累積折舊	– accumulated depreciation	–	–	4,400	49,995	–	54,395
折舊	Depreciation	–	(95,757)	(42,286)	(54,390)	(857,794)	(1,050,227)
期末帳面 淨值	Closing net book amount	1	262,029	307,564	383,584	2,002,071	2,955,249
於二零零七年 三月三十一日	At 31 March 2007						
成本	Cost	306,789	3,905,336	1,219,006	905,940	2,926,691	9,263,762
累積折舊	Accumulated depreciation	(306,788)	(3,643,307)	(911,442)	(522,356)	(924,620)	(6,308,513)
帳面淨值	Net book amount	1	262,029	307,564	383,584	2,002,071	2,955,249
截至二零零八年 三月三十一日 止年度	Year ended 31 March 2008						
期初帳面淨值	Opening net book amount	1	262,029	307,564	383,584	2,002,071	2,955,249
增加	Additions	–	133,849	59,098	2,100	–	195,047
出售	Disposals						
– 成本	– cost	–	(412,292)	(9,856)	(3,000)	–	(425,148)
– 累積折舊	– accumulated depreciation	–	412,292	9,856	3,000	–	425,148
折舊	Depreciation	–	(147,068)	(74,468)	(89,182)	(975,564)	(1,286,282)
期末帳面 淨值	Closing net book amount	1	248,810	292,194	296,502	1,026,507	1,864,014
於二零零八年 三月三十一日	At 31 March 2008						
成本	Cost	306,789	3,626,893	1,268,248	905,040	2,926,691	9,033,661
累積折舊	Accumulated depreciation	(306,788)	(3,378,083)	(976,054)	(608,538)	(1,900,184)	(7,169,647)
帳面淨值	Net book amount	1	248,810	292,194	296,502	1,026,507	1,864,014

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

10. 按類別劃分的金融工具

10. FINANCIAL INSTRUMENTS BY CATEGORY

各類金融工具在資產負債表日期的帳面值如下：

The carrying amounts of each of the categories of financial instruments at the balance sheet date are as follows:

	附註 Notes	2008	2007
金融資產	Financial assets		
貸款及應收款項：	Loans and receivables:		
應收政府的未放取 年假撥款	Unutilised annual leave subvention receivable from Government	—	517,060
應收政府的約滿酬金 補助款	Gratuity subvention receivable from Government	11 —	739,699
包括於其他應收款項、 按金及預付款項的 金融資產	Financial assets included in other receivables, deposits and prepayments	13 100,159	43,946
銀行結存及現金	Bank balances and cash	14 12,831,112	10,909,321
	附註 Notes	2008	2007
金融負債	Financial liabilities		
按攤銷成本計算的 金融負債：	Financial liabilities at amortised cost:		
應付政府的約滿酬金 補助款	Gratuity subvention payable to Government	11 351,724	—
其他應付款項及應計費用	Other payables and accruals	18 696,516	931,772

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

11. 應(付)／收政府的約滿酬金補助款

11. GRATUITY SUBVENTION (PAYABLE TO)/RECEIVABLE FROM GOVERNMENT

		2008	2007
於四月一日	At 1 April	739,699	2,022,787
年內確認的補助金(附註 5)	Subventions recognised for the year (Note 5)	2,870,521	2,575,514
沒收款	Forfeiture	(18,250)	(92,602)
已收政府的約滿酬金補助款	Gratuity subvention received from Government	(3,943,694)	(3,766,000)
於三月三十一日	At 31 March	(351,724)	739,699

這代表政府就個人資料私隱專員的職員約滿酬金將(收回)／發還的款項。

This represents funds to be (payable to)/reimbursed by the Government in respect of gratuity payments to staff of the PCPD.

12. 存貨

12. INVENTORIES

		2008	2007
自我評估套件	Self assessment kits	7,063	7,271
培訓教材	Training materials	60,600	68,300
		67,663	75,571

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

13. 其他應收款項、按金及預付款項

13. OTHER RECEIVABLES, DEPOSITS AND PREPAYMENTS

		2008	2007
其他應收款項	Other receivables	79,255	23,041
按金及預付款項	Deposits and prepayments	91,915	172,044
		171,170	195,085

14. 銀行結存及現金

14. BANK BALANCES AND CASH

		2008	2007
銀行結存及現金	Bank balances and cash	3,769,359	2,909,321
短期銀行存款	Short-term bank deposits	9,061,753	8,000,000
		12,831,112	10,909,321

短期銀行存款的實際年利率為2.63厘(二零零七年：2.90厘)；此等存款的平均到期日為92天(二零零七年：92天)。

The effective interest rate on short-term bank deposits is 2.63% (2007: 2.90%); these deposits have an average maturity of 92 days (2007: 92 days).

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

15. 一般儲備

15. GENERAL RESERVE

		2008	2007
於四月一日	At 1 April	6,431,866	6,196,928
由收支結算表撥入	Transferred from statement of income and expenditure	(1,637,780)	234,938
於三月三十一日	At 31 March	4,794,086	6,431,866

設立一般儲備的目的是用來應付營運上的突發事項。一般儲備由收支結算表撥入，最高限額為五百萬港元另加物業、機器及設備的帳面淨值。一般儲備是用作一般用途，個人資料私隱專員有權自行運用。

The general reserve is established to meet operational contingencies and is transferred from the statement of income and expenditure with a ceiling of HK\$5 million plus the net book value of property, plant and equipment. The general reserve is available for general use and can be spent at the discretion of the PCPD.

16. 職員約滿酬金撥備

16. PROVISION FOR STAFF GRATUITY

		2008	2007
於四月一日	At 1 April	3,917,412	3,951,541
已作出的撥備	Provision made	2,870,521	2,575,514
未動用款項撥回	Unused amounts reversed	(18,250)	(92,602)
年內支付的數額	Amount paid during the year	(1,950,747)	(2,517,041)
於三月三十一日	At 31 March	4,818,936	3,917,412
減：流動部分	Less: current portion	(2,063,553)	(2,327,064)
非流動部分	Non-current portion	2,755,383	1,590,348

約滿酬金撥備是為了支付由受聘日起計已完成合約的職員的約滿酬金而設立的。

Provision for staff gratuity is established for gratuity payments which become payable to those employees of the PCPD who complete their contracts commencing from the date of their employment.

個人資料私隱專員
THE PRIVACY COMMISSIONER FOR PERSONAL DATA

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

17. 資本補助金

17. CAPITAL SUBVENTION FUND

		安裝電腦計劃 Computer installation project	視察模式計劃 Inspection methodology project	編撰法律參考書籍計劃 Legal reference	私隱政策研究項目 Privacy policy research services	總計 Total
於二零零六年四月一日	At 1 April 2006	3,615,228	30,000	18,326	1,322	3,664,876
撥入收支結算表為收入，以配合：	Transfer to the statement of income and expenditure as income to match with:					
– 折舊支出	– Depreciation expense	(32,464)	–	–	–	(32,464)
– 其他費用	– Other costs	–	–	(7,215)	(1,322)	(8,537)
小計	Subtotal	(32,464)	–	(7,215)	(1,322)	(41,001)
退還補助金盈餘	Surplus subvention paid back	–	(30,000)	–	–	(30,000)
於二零零七年三月三十一日及二零零七年四月一日	At 31 March 2007 and 1 April 2007	3,582,764	–	11,111	–	3,593,875
撥入收支結算表為收入，以配合：	Transfer to the statement of income and expenditure as income to match with:					
– 折舊支出	– Depreciation expense	(62,320)	–	–	–	(62,320)
小計	Subtotal	(62,320)	–	–	–	(62,320)
退還補助金盈餘	Surplus subvention paid back	–	–	(11,111)	–	(11,111)
於二零零八年三月三十一日	At 31 March 2008	3,520,444	–	–	–	3,520,444

資本補助金為就特定計劃已收取但未應用的非經常性政府資本補助金的餘額。有關款項撥入收支結算表為收入，以配合相關費用。

The capital subvention fund represents the unutilised balance of non-recurrent capital subvention from Government received for special projects. The funds are released to the statement of income and expenditure as income to match with the related costs.

財務報表附註 (續)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

18. 其他應付款項及應計費用

		2008	2007
其他應付款項	Other payables	267,625	250,502
應計費用	Accruals	428,891	681,270
		696,516	931,772

18. OTHER PAYABLES AND ACCRUALS

19. 根據營業租約的承付款項

截至資產負債表日期，個人資料私隱專員根據不可取消的營業租約，在辦公室方面的未來最低租金付款總額如下：

		2008	2007
不超過一年	No later than one year	2,175,550	2,513,940
一年以上至五年內	Later than one year and no later than five years	4,084,990	6,260,540
		6,260,540	8,774,480

19. COMMITMENTS UNDER OPERATING LEASES

At the balance sheet date, the PCPD had future aggregate minimum lease payments under non-cancellable operating leases in respect of office premises as follows: