

# 新加坡同济医院

Singapore Thong Chai Medical Institution

## 2016 年常年报告

Annual Report 2016



2017 年 4 月 27 日

# 新加坡同济医院

## 2017 年常年会员大会会议记录

日期：2017 年 8 月 11 日（星期五）

时间：中午 12 时

地点：本院 3 楼礼堂

出席者：

林源利	张克荣	杨应群	刘国华	邱武烈	林清荣
陈笃汉	林镇川	柯顺耀	孙丽敏	刘廷辉	李振玉
刘南生	柯建强	黄金月	陈佳模	胡文瀚	陈育绵
洪荣利	翁淑珠	欧阳强波	钟宝兴	胡添娣	侯锡光
许子欣	林昀杉	李嘉雯	林子超	林理铄	卢金玉
卢锦燕	鲁小健	黄振建	黄明春	胡美香	彭永豪
夏誉激	苏雅虹	陈巧凤	张国强	张坤赐	颜添乙
刘洋	洪湘菱	陈慧贞	蓝忆婷		

共 46 位。

主席：林源利

记录：邝月贞

审核：林琴琴

议程如下：

### （一）主席致词

林源利主席感谢各位会员拨出宝贵时间出席本年度的常年会员大会。

本院在 2017 年 4 月 27 日召开的会员大会上，已向所有出席会员解释，由于 2016 年度的财务报告需要较长的时间准备与完成，在当日的会议上仅提供了未经审计师签名的财务报告。正式的审计报告将在较后时间完成，至 2017 年 7 月 13 日本院才刚收到审计公司的审计报告。

经审计师解释及向卫生部查证，会员大会所通过的财务报告必须是

审计师签名的正式报告，因此必须另外召开会员大会通过。根据本院章程第 18 条及第 21 条，通过全年财务报告的常年会员大会 1 年只能召开一次，其他的大会只能称为特别会员大会。因此，之前 2017 年 4 月 27 日的常年会议，只能当做是一次特别会员大会。

随此，主席宣布，2017 年常年会员大会开始，议程为批准 2016 年度财政进支与资产负债。

林琴琴行政经理汇报：截至 2016 年 12 月 31 日，同济医院共有普通会员 103 名，医师会员 34 名，总共会员人数是 137 人。按本院章程规定，会员大会的法定人数不得少过 40 位，目前出席会员人数 46 位，符合章程的规定人数，会员大会得以进行。

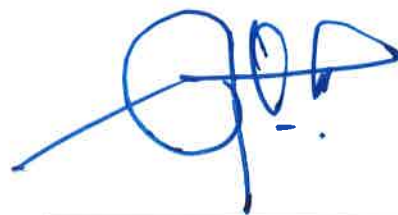
## **（二）批准 2016 年度财政进支与资产负债**

本年度的财政报告由 Fiducia LLP 公司审计。陈笃汉财政报告，同济医院在 2016 年的总收入为\$18,216,260，总支出为 6,638,206，净收入为\$11,578,054，总净资产为\$79,101,412。

财政报告由文教组李振玉主任提议，张国强医师附议通过。

有关董事会报告、各小组报告等必须在常年会员大会处理的事务，已在之前 4 月 27 日的会议上报告过，并且，在 7 月 29 日刊登常年会员大会通告后，并没有收到任何会员提案。

因此，会议于中午 12 时 15 分结束。



林源利主席  
2017 年 8 月 11 日

## 必要信息

新加坡同济医院成立于 1867 年，按慈善法令于 1983 年 11 月 25 日注册为慈善机构。

机构识别号码：196000175E

注册地址：50 Chin Swee Road Thong Chai Building Singapore 169874

116 届董事会名单如下：

SN	中文姓名	English Name	Occupation	Current Position	Date first appointed	Previous Position	Date first appointed
1	林源利	Lim Guan Lee	Businessman	主席	APR 2009	文教主任	APR 2007
2	张克荣	Teo Kek Yeng	Businessman	副主席	APR 2007	产业主任	APR 2005
3	杨应群	Yeo Eng Koon	Businessman	副主席	23/04/13	财政	APR 2003
4	刘国华	Low Kok Hua	Businessman	副主席	APR 2011	副秘书长	APR 2009
5	李秉護	Lee Peng Shu	Businessman	副主席	APR 2011	文教主任	APR 2009
6	邱武烈	Khoo Boo Liat	Businessman	秘书长	23/04/13	副秘书长	APR 2007
7	林清荣	Lim Cheng Eng	Businessman	副秘书长	11/04/15	财政	APR 2011
8	陈笃汉	Tan Tock Han	Businessman	财政	11/04/15	副财政	APR 2011
9	林镇川	Lim Tiang Chuan	Businessman	副财政	11/04/15	产业主任	23/04/13
10	柯顺耀	Kwa Soon Yau	Businessman	产业主任	11/04/15	副产业主任	APR 2009
11	吴擁棠	Joe Goh Yong Joo	CEO	副产业主任	11/04/15		
12	杨自斌	Yang Tse Pin	Businessman	募捐主任	23/04/13		
13	林瀚璿	Lim Bong Guan	Businessman	副募捐主任	23/04/13		
14	孙丽敏	Sun Li Min	Resident Physician	医务主任	23/04/13	委任董事	APR 2011
15	蔡添荣	Chua Thiam Eng	Businessman	副医务主任	23/04/13	医务组委员	APR 2011
16	刘廷辉	Low Theng Whee	Businessman	药务主任	APR 2011		
17	郑黄芳	Zheng Huang Fang	Resident Physician	副药务主任	23/04/13	医务组委员	APR 2011
18	李振玉	Lee Chan Yoke	Retired	文教主任	APR 2011	外事主任	APR 2009
19	刘南生	Low Lam Seng	Businessman	副文教主任	11/04/15	副秘书长	APR 2011
20	林惠海	Lim Hwee Hai	Businessman	资讯主任	APR 2011		
21	傅文克	Poh Boon Kher Melvin	Businessman	副资讯主任	APR 2011		
22	柯建强	Khua Kian Keong Eric	Businessman	外事主任	APR 2011		
23	罗荣基	Loh Weng Kee	Businessman	副外事主任	23/04/13	副医务主任	APR 2009
24	黄金月	Ng Kim Guat	Businessman	庶务主任	23/04/13	庶务组委员	APR 2011
25	谭翠蝶	Tan Choy Tip	Resident Physician	副庶务主任	APR 2011	副图书馆主任	23/04/13
26	陈佳模	Tan Kah Moh	Businessman	图书馆主任	APR 2011		
27	沈雁珊	Sin Yen Suan	Resident Physician	副图书馆主任	11/04/15		
28	林翔宽	Lim Hui Eng Vincent	CEO	董事	11/04/15		
29	胡文瀾	Oh Boon Shi Tome	Director	委任董事	11/04/15		
30	陈育绵	Tan Yeok Miang Steven	Businessman	董事	11/04/15		
31	翁淑珠	Ang Siok Cheow	Resident Physician	委任董事	APR 2011	医务组委员	APR 2009

新加坡同济医院并没有委任首席执行官管理日常院务。

审计师：Fiducia LLP

银行：大华银行

法律顾问：林丽珠律师、王立清律师

利益冲突指导原则：

董事会成员与职员应以本院的最佳利益为本。董事会应清楚制定呈报、避免和处理利益冲突的政策和程序。有实际或潜在利益冲突的董事会成员或职员应该在第一时间向董事会呈报相关的利益冲突。他们不得在本身有利益冲突的事件上参与决定过程。董事会成员与职员不得参与决定自己的薪酬。

宗旨：不分种族、不分宗教、不分国籍，施医赠药，协助贫困病黎，促进中医中药之研究与发展。

使命：弘扬中医、施医赠药、一视同仁、博施济众。

愿景：成为本区域中医慈善机构的典范。

资金来源：

本院资金主要来自大众捐款、产业租金、会员费和政府配对拨款（Care & Share Matching Grant）。

会员：

本院会员人数定为 2000 名，必要时，本院董事会可决定增加人数。本院会员分普通会员和医师会员二种。普通会员：申请人必须认同本院的宗旨及使命，年龄超过 21 岁，智力健全，未触犯新加坡或任何国家刑事法，并符合董事会通过的其他条件。经两位会员推荐，填写本院会员申请表，经人事组委员会审核批准，董事会确认，支付入会费与年捐后，即正式成为本院会员。普通会员须于被批准为会员后 21 天内缴交入会费及年捐，逾期则被取消入会资格。医师会员：本院医师在正式聘用后，必须申请成为本院医师会员，方可在本院继续从事医务工作，医师会员将免交入会费。本院医师在离职后，将自动丧失会员资格。若欲继续成为本院会员，应按照普通会员入会手续重新申请为普通会员。



新加坡同济医院

Singapore Thong Chai Medical Institution

## 2017 年常年会员大会通告

敬启者：

本院订于 2017 年 4 月 27 日（星期四）下午 5 时正，在同济大厦 4 楼会议室召开 2017 年度常年会员大会，敬请本院会员届时踊跃出席，共策会议圆满举行为荷！

议程如下：

- （一） 主席致词
- （二） 复准前期会议记录
- （三） 2016 年度院务与活动报告
- （四） 批准 2016 年度财政进支与资产负债（由于本年度的财务报告需要较长的时间准备与完成，经审计的财务报告将在会议当日分发给会员。）
- （五） 会员提案：会员如有提案，请以书面提出并于 2017 年 4 月 20 日之前送达本院秘书处，逾期恕不受理。

此致

全体会员

董事会主席  
林源利 BBM 敬启  
2017 年 4 月 13 日

## 2017 年度常年会员大会 会议议程

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# 2016 年 会议记录



# 新加坡同济医院

## 2016 年常年会员大会会议记录

日期：2016 年 3 月 17 日（星期四）

时间：下午 5 时

地点：本院 4 楼会议室

出席者：

林源利	张克荣	杨应群	李秉萱	邱武烈	林清荣
陈笃汉	林镇川	柯顺耀	杨自斌	林瀚璿	孙丽敏
刘廷辉	郑黄芳	李振玉	柯建强	黄金月	谭翠蝶
陈佳模	沈雁珊	陈育绵	翁淑珠	欧阳强波	陈治霏
钟宝兴	符气鸣	胡添娣	侯锡光	许子欣	柯梅洳
林昀杉	李嘉雯	林理铄	卢金玉	卢锦燕	鲁小健
黄振建	胡美香	彭永豪	方金泉	夏誉激	苏雅虹
陈秋顺	陈巧凤	陈金生	陈宝珠	张骏发	张国强
张坤赐					

共 49 位。

主席：林源利  
记录：邝月贞  
审核：郑黄芳

议程如下：

### （一）主席致词

林源利主席感谢各位会员拨出宝贵时间出席本年度的常年会员大会。今天是中医节，主席恭祝所有医师中医节快乐。本次会议报告根据官方规定，加入了 2 页必要信息。有赖于各界善心人士对同济慈善工作的持续支持，本院一整年来在各方面的进展都良好。

郑黄芳代行政经理汇报：截至 2015 年 12 月 31 日，同济医院共有普通会员 98 名，医师会员 31 名，总共会员人数是 129 人。按本院章

程规定，会员大会的法定人数不得少过 40 位，目前出席会员人数 49 位，符合章程的规定人数，会员大会得以进行。

主席宣布会员大会开始。

## **(二) 复准前期会议记录**

前期会议记录，由陈秋顺先生提议，欧阳强波先生附议通过。

## **(三) 2015 年度院务与活动报告**

### **1. 董事会主席报告**

#### **A. 乙未年新春联欢晚会**

迎接乙未羊年的到来，本院于 2 月 24 日在同济大厦 3 楼礼堂举行新春联欢晚会，邀请中医管理委员会主席符喜全女士为主宾，座上贵宾包括中华人民共和国驻新加坡大使馆参赞刘红梅女士，及秘书兼领事李义勤先生。

#### **B. 国际多元文化促进会为本院筹款及净空法师开示会**

3 月 14 日及 15 日，“国际多元文化促进会”在新加坡博览中心主办了《新加坡建国 50 年祈福暨护国息灾超薦繫念法会》。本院是法会举行期间所筹得善款的受益机构之一。与该促进会颇有渊源的净空老法师，于 3 月 18 日莅临本院主持开示会，并亲自将善款交给本院。

#### **C. 第 116 届董事会选举及就职典礼**

4 月 11 日，在经过公开、透明及依据本院章程举行的董事会选举后，第 116 届董事会正式宣誓就职。荣幸邀请到我国副总理尚达曼先生作为这次就职典礼的监誓官。31 名董事在简单但庄重的仪式上，宣誓为同济医院尽心服务，共谋发展同济善业，造福人群。

#### **D. SG50 同济慈善义走**

《SG50 同济慈善义走》于 4 月 18 日至 19 日举行，由同济医院与新加坡徒步哥（Singapore Route Marcher）携手举办。以同济大厦、碧山-宏茂桥公园和颜永成中学此三个地点为聚集处，邀请了 3 位国会议员即杨木光先生、洪鼎基先生、任梓铭先生为主宾主持仪式，共吸引了超过 1500 名参与者。义走晚宴邀请总理公署政务部长陈振泉先生为主宾。在协办机构光华学校校友会、德明政府中学校校友会、新加坡中国商会青年团，和各界

人士的热心支持下，活动成功举行，为本院筹得逾百万元的善款。

#### E. 同心济人集思营

尊敬的净空老法师 3 月 18 日莅临参观同济医院时为本院挥毫落纸，题写了“同濟世界”四个大字赠予本院。今年 10 月 2 日至 6 日，本院副主席李秉護、副药务主任郑黄芳、董事胡文瀚及医师彭永豪参与了由苏州明德公益基金会主办、马来西亚中华文化教育中心联办的圣贤教育成就幸福企业《首届新加坡幸福企业家学习营》，从这个学习中总结并提出本次集思营的中心思想为提倡同心济人。因此，本院于 11 月 21 日至 22 日，在林厝港克兰芝农场度假村举办了《同心济人集思营》，紧随着集思营的成功举办，本院成立了由李秉護副主席为顾问、郑黄芳医师主管为统筹、彭永豪医师为组长的工作小组，在本院实施《幸福公约》、集体朗诵《弟子规》的具体安排。

#### F. 总结

同济医院在 2015 年，已经历了 148 年的风雨，至今依旧屹立，在总院、宏茂桥和盛港社区诊所免费施医赠药，秉承先贤创院宗旨：“弘扬中医、施医赠药、一视同仁、博施济众”。期待第 116 届董事继续发扬先贤的慈善精神，本着同心济人的理念，在同济成就幸福企业，全体上下一心，朝向更辉煌的 150 周年庆典迈进。

### 2. 秘书长报告

秘书长报告有以下更正：

错处	原文	更正
第 10 页标题	副秘书长：刘南生	副秘书长：林清荣

邱武烈秘书长简要报告了有关本院医师与职员变动情况，以及其他人事内容。

#### A. 本院医师与职员基本情况

截至 2015 年 12 月 31 日，本院共有 72 位员工，其中包括全兼职医师 36 位，全兼职职员 36 位。同济医院作为一家慈善机构，所有董事都不享有薪酬，也不收取任何津贴，纯属义务性质。

#### B. 职员的变动情况

序号	员工姓名	职位	上任日期
1	马菁励	配药员	25/03/2015
2	李竺郢	登记配药行政助理	07/05/2015
3	李嘉雯	医师	19/10/2015
4	崔桂生	登记配药行政助理	19/10/2015
5	颜添乙	医师	21/12/2015
6	林子超	医师	21/12/2015

序号	员工姓名	职位	上任日期	离职日期
1	林秀栩	登记配药行政助理	01/06/2012	28/09/2015
2	林佩霞	医师	02/12/2013	30/09/2015
3	李玥荭	登记配药行政助理	01/10/2015	16/10/2015
4	罗新娇	助理行政秘书 (募捐)	05/04/1976	23/12/2015

备注：

林秀栩女士因纪律问题，经福利与纪律委员会慎重调查后被解雇。林佩霞医师为第 4 届奖学金得主，因个人问题提前解约，在偿还全数奖学金及赔偿金后辞职。

### C. 长期服务奖

本院于 2015 年 9 月 17 日庆祝 148 周年院庆当日，颁发了长期服务奖给以下员工：

员工姓名	职位	服务年限
方金泉、陈治霏	医师	10 年
侯锡光、陈宝珠	医师	30 年
罗新娇	助理行政秘书（募捐）	40 年

### D. 医师与职员的加薪和花红

本院医师、职员在 2015 年，均享有常年加薪，以及基本 1 个月加上以 1.15 个月为顶限的奖励花红。（非全职医师、员工将以工作时间比例计算）

### E. 有关员工培训事宜

2015 年为以下员工安排培训课程，具体如下：

日期	培训课程	出席者
12/06/2015	WSQ Project a positive and professional image	庄兰英 黄萍
21/12/2015	Times Software Year End Workshop 2015/16	梁焕秀 邝月贞

### 3. 各小组报告

各小组均有详细书面报告供会员参阅，由小组主任或代行政经理依序报告各组工作情况如下：

小组	报告	主要报告事项
产业组	柯顺耀主任	年产业租金逾\$1.7m，截至 2015 年 12 月 31 日，有 3 个产业空置（#06-01, #06-03 及 33A Mosque Street）
募捐组	杨自斌主任	年收入超过\$7.5m, 其中逾\$1m 的善款由《SG50 同济慈善义走》筹得
医务组	孙丽敏主任	年门诊量为 329,898, 全体医师积极参与各项活动并不断提升专业素质等
药务组	刘廷辉主任	中草药赠药单位成本价仍得到有效控制；提炼药价格稳定，成本维持在\$2.58 至\$2.72 之间
文教组	李振玉主任	完成《同济特辑 SG50》的出版工作
资讯组	郑黄芳代行政经理	完成项目包括新捐款系统、更换所有医师员工的电脑、更换医师手写板等
外事组	柯建强主任	共参与了 53 项对外活动
庶务组	黄金月主任	筹办新春联欢晚宴及 148 周年院庆
图书馆组	陈佳模主任	完成提升图书馆管理软件及图书馆规划的工作

#### （四）批准 2015 年度财政进支与资产负债

本年度的财政报告由 Fiducia LLP 公司审计。陈笃汉财政报告，同济医院在 2015 年度的总收入为 \$10,512,314，总支出为\$6,066,375，净收入为\$4,445,939，总资产（Total Funds）为\$67,523,358。主席补充解释：本院有近\$35m 的定期存款，在 2015 年 4 月成功申请加入政府配对拨款项目 Care & Share Movement 后，截至目前政府已拨给的款额是\$450,900，为本院的 Restricted Fund（Care & Share Fund）。

财政报告由李秉灏先生提议，李振玉先生附议通过。

#### （五）会员提案

代行政经理报告，截至 2016 年 3 月 10 日并未收到任何会员提案。

主席感谢各位出席 2016 年常年会员大会。希望同济医院全体同仁继续努力，为同济做出良好的贡献。

会议于下午 5 时 45 分结束。

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林源利主席  
2016 年 3 月 17 日

# 2016 年 常年报告

## 董事会主席 2016 年报告

主席：林源利

27/4/2017

新加坡同济医院在 2016 年庆祝成立 149 周年，始终秉持先贤的办院宗旨，一视同仁、博施济众，慈善工作继续稳健的进行，每日在总院及宏茂桥和盛港社区诊所，为逾 1300 名病患提供施医赠药的服务。

本院在 2016 年落实了《幸福公约》和集体学习《弟子规》的计划；举办了 149 周年纪念感恩宴，由全体董事自付所有费用，向这十年以来，慷慨热心支持同济的各界人士表达感恩之心；一行共 111 人浩浩荡荡的飞往越南胡志明市旅游。

今年同济院将庆祝 150 周年大庆，希望全体同仁坚持不懈，更上一层楼。

### 《幸福公约》和集体学习《弟子规》

紧随着 2015 年年底《同心济人集思营》的成功举办，本院成立了由李秉让副主席为顾问、郑黄芳医师主管为统筹、彭永豪医师为组长的工作小组，在本院落实《幸福公约》和集体学习《弟子规》的计划。集体学习《弟子规》的安排如下：从 2016 年 1 月 4 日起，逢周一三五早上 7 时 50 分至 8 时 10 分、逢周二四下午 12 时 50 分至 1 时 10 分，总院医师员工在 3 楼礼堂，同时与分院的医师员工连线，一起学习。

### 丙申年新春联欢晚会

新春联欢晚会于 2016 年 2 月 18 日（星期四）、丙申年正月十一在本院礼堂举行。晚会主宾是本院名誉主席陈高全先生，特邀嘉宾是中国大使馆公使衔参赞房新文先生。当晚节目丰富，除了卡拉 OK 高歌共乐之外、还有‘最佳新春传统服装比赛’，董事、医师及员工们的歌舞表演和幸运抽奖和游戏；杨应群副主席扮演‘财神爷’，为大家分发新年大吉红包，祝愿大家在新的一年里，大吉大利，财源广进。

### 《四库全书荟要》赠书仪式



2016 年 6 月 19 日，同济医院再次迎来尊敬的净空老法师的莅临进行《四库全书荟要》赠书仪式。继 2015 年 3 月 18 日的访问后，净空老法师便积极促成运送一套完整、全数 500 册的中国古籍《四库全书荟要》，赠与同济医院。同济医院董事会高度重视这套书籍，已开始计划改装 4 楼教室，长久收藏此套书籍。

### **149 周年纪念感恩宴**

2016 年 9 月 27 日，为了向这十年以来，一直对本院慈善工作关怀入微、鼎力支持的各界善心人士表达同济的感恩之情，第 116 届全体董事自付全部费用，于香格里拉酒店岛屿宴会厅成功举行了同济医院 149 周年纪念感恩宴。当晚荣幸邀请到我国卫生部长颜金勇先生为主宾，座上贵宾包括中华人民共和国驻新加坡共和国大使馆公使衔参赞房新文先生、以及我国人力部政务部长张思乐先生；通讯及新闻部、卫生部政务部长徐芳达先生；国会议员林伟杰医生、任梓铭先生、前议员杨木光先生、中医管理委员会现任主席符喜泉女士及前主席庄日昆先生、新加坡宗乡会馆联合总会主席蔡天宝先生等等。

受邀出席感恩宴的嘉宾包括捐款者、社团及医药机构代表、曾协助本院筹款的团体、学校校长、学者、同济医药研究学院的 2 届毕业生、媒体代表、建筑顾问、服务供应商、药商等，共设席 50 桌。当晚的鸡尾酒会，有悠扬典雅的竖琴声伴随着嘉宾们相见时的欢声笑语、有摄影师为来宾们拍摄彩照留下瞬间的美好回忆、有多个组织及个人惠赠的精美花篮点缀大厅周边。主宾颜金勇先生准时莅临，全场以热烈的掌声欢迎。

宴会的节目以小提琴独奏表演拉开序幕，接着是历史短片的放映，在主席和主宾致辞后，晚宴开始。嘉宾们在享用美食的当儿，华乐五重奏团体呈献了悦耳曲目，曲罢，嘉宾们被邀暂时停下活动，静心观赏由院内制作的 3 分钟短片，聆听同济病人通过银幕，亲自向各位善心仁翁表达他们的谢意。感人的视频播放完毕，男女高音的高亢演唱感染全场，最后董事们被邀上台合唱《感恩的心》，把整晚的节目推向高潮的敬酒仪式和随后由主宾主持的 150 周年庆典揭幕礼。同济主席赠送纪念品给颜部长后，整晚的节目在一段精彩的歌唱表演中圆满谢幕。

## **2016 年慈善高尔夫球赛**

2016 年 10 月 14 日，本院于胡姬乡村俱乐部的 Aranda 和 Vanda Courses 举办了《同济医院 2016 年慈善高尔夫球赛》。这次义赛一共筹得逾 70 万元的良好成绩。义赛的圆满举行，有赖于各界善心人士对同济慈善事业的慷慨支持，以及筹备委员会的不懈努力。答谢晚宴的主宾为西南区市长及教育部兼贸工部政务次长刘燕玲女士，特别来宾是米雪小姐和本地画家林禄在先生。座上嘉宾包括各界社会贤达、机构代表以及本院董事、义工和员工，一齐欣赏着悦耳的歌唱表演和笛子演奏等，绿宝石宴会厅内洋溢一片欢乐。拍卖活动顺利，所有得标者与捐献物品者陆续上台拍照留念。晚宴的高潮是幸运抽奖项目，董事会林源利主席颁发了 3 份 Iphone7 的大奖给 3 名幸运儿，晚宴在欢庆的气氛中落幕。

## **149 周年院庆越南胡志明市欢乐家庭游**

2016 年组织的家庭游，是本院董事委员、医师员工及家眷有史以来首次一同乘搭飞机出国的旅行。10 月 29 日至 31 日，共有 111 人参与了 3 天 2 夜的越南胡志明市欢乐家庭游。抵达胡志明市新山一国际机场后，我们分乘三辆巴士，参观了圣母院大教堂、中央邮局和越南战争期间遗址古芝隧道；体验了爬隧道的滋味，明白了战争期间生活在水深火热中人民的痛楚；晚上我们观赏了著名的越南传统文艺表演，水上木偶戏。越南水上木偶表演约有一千年历史，如今普遍受到当地的重视，并在国际文化交流上为该国的发挥重要的作用。

次日我们向世界第十二长河流湄公河出发。在湄公河上除了饱览两岸的景色及乘坐独木舟外，还参观水上市场了解当地农民如何制作宣纸、椰子糖及出产稻米产品。晚上我们在旅馆的宴会厅齐聚一堂，享用丰盛的自助晚餐、玩趣味的游戏、参与幸运抽奖和敬酒仪式。通过此次的家庭游，激励了同济全体同仁保持团结一致，迎接本院辉煌的 150 周年大庆。邱秘书长在致谢词中提到，希望日后同济的队伍更壮大的时候，还会有这样的机会再聚一堂。

第三天，我们在越南战争博物馆，通过文字、照片、模型等，对越南长期战乱历史有了更好的理解。过后参观了越南手工艺品“漆器”，这是一种用生漆涂敷在器物表面作为保护膜制成的工艺品或生活用品。漆器制作的

程序繁复，是工匠们智慧的结晶。3 天 2 夜的 149 周年院庆越南胡志明市欢乐家庭游随此圆满结束，参与者都累积了对同济的美好回忆，对同济的归属感更强，全体上下更加团结。

### **卫生部监管准则审阅**

本院于 2016 年 12 月 12 日至 12 月 30 日，由卫生部所委任的审计公司 KPMG 进行了慈善团体监管准则审阅，审阅期介于 2015 年 8 月 1 日至 2016 年 7 月 31 日，主要审查范围包括：

1. 监管水平
2. 遵循法规与条例
3. 内部控制

KPMG 审核团队在正式开始审阅前的会议提到，由于本院在去年的总收入已逾\$10m，因此在慈善团体与公益机构监管准则的等级规模下已属于“高级”，即，大型慈善团体，因此所需要遵循的指导原则从 39 个增至 62 个。本院根据 KPMG 的大部分建议进行了合规、内部监控和监管水平的改进。

### **总结**

同济医院历经了 149 年的漫长岁月，始终遵循崇高使命，传承先贤“一视同仁、博施济众”的慈善精神。这是广大民众对同济医院的支持历久弥新，不曾减退的原因。同济庆祝创立 150 周年的新里程碑已近在咫尺，为欢庆本院光辉的 150 周年庆，已经开始积极筹划以下项目：

1. 《同济 150 周年义走》

本院将在 2017 年 5 月 28 日（星期日）举办《同济 150 周年义走》此次义走全长 9 公里，途径新加坡河、国会大厦、滨海湾金沙和鱼尾狮公园等多处标志性的景点与建筑，邀请通讯及新闻部、卫生部部长徐芳达先生担任主宾，届时，徐部长也将参与其盛，用行动践行均衡、健康的生活方式。

2. 《同济医院慈善夜》

同济医院将于 2017 年 9 月 17 日（星期日）第二次主办电视筹款节目《同济医院慈善夜》。节目由新传媒电视中文节目制作组制作。通过这个大型电视节目希望募得善款，为兴建新诊所筹募医药基金，同时也让更多的年轻人了解同济医院。

3. 《同济医院 150 周年庆典慈善晚宴》

本院将在 2017 年 9 月 23 日（星期六）下午 6 时 30 分，假新加坡金沙大酒店（Grand Ballroom, Level 5, Marina Bay Sands）举行庆祝创院 150 周年庆典慈善晚宴。敦请我国总理李显龙阁下为晚宴的主宾。

4. 《同济医院 150 周年海外专家中医药高层论坛》

为配合系列庆典活动，定于 2017 年 9 月 23 日（星期六）上午 9 时在同济大厦举办《同济医院 150 周年海外专家中医药高层论坛》，此高峰论坛是同济医药研究院与辽宁中医药大学联办的项目，拟邀请卫生部长颜金勇先生为开幕式主宾，聘请中国著名中医专家现场演讲，并将为出席的中医师申报注册医师继续教育学分。

在同济医院迈入成立 150 周年之际，将建设新的社区诊所，为新加坡民众提供完全免费的优质服务、惠及更多需要帮助的的贫病者。期待同济更努力、更勇敢的面对全新的挑战。

## 秘书长报告

秘书长：邱武烈

副秘书长：林清荣

27/4/2017

### (A) 本院医师与职员基本情况

截至 2016 年 12 月 31 日，本院共有 78 位员工，其中包括全兼职医师 39 位，全兼职职员 39 位。同济医院作为一家慈善机构，所有董事都不享有薪酬，也不收取任何津贴，纯属义务性质。

### (B) 职员的变动情况

序号	员工姓名	职位	上任日期
1	谢燕华	配药员	18/01/16
2	刘慧芳	行政助理	23/05/16
3	谭慧芬	登记配药行政助理	21/06/16
4	刘祉杉	登记配药员	18/07/16
5	刘洋	医师	25/07/16
6	黄秀凤	配药员	01/08/16
7	洪湘菱	盛港驻院医师	13/09/16
8	柯莲珠	配药员	09/11/16
9	陈慧贞	医师	01/12/16
10	蓝忆婷	医师	01/12/16
11	陈姿吉	医师	01/12/16

序号	员工姓名	职位	上任日期	离职日期
1	黄金菊	医师	1-11-2010	20/02/16
2	黄美龄	医师	25-7-2012	29/02/16
3	曾宪杭	配药员	16-6-1977	29/02/16
4	罗慧诗	行政助理	15/07/13	31/05/16
5	李竺郾	登记配药行政助理	07/05/15	12/08/16

### (C) 长期服务奖

本院今年颁发了长期服务奖给以下员工：

员工姓名	职位	服务年限
翁淑珠	医师	10 年
林培基	登记配药员	10 年
庄兰英	登记员	10 年

员工姓名	职位	服务年限
孙丽敏	医师	20 年
王珍妮	接线员	40 年

**(D) 医师与职员的加薪和花红**

由于本院在 2016 年 7 月开始实施 40 小时工作周，因此全职医师员工没有常年加薪，非全职医师员工按工作时间给予常年调薪。全体医师员工享有第 13 个月花红、1 个月同济 150 周年特别花红以及评估后的特别奖励，非全职医师员工以工作时间比例计算。同济 150 周年特别花红将在 2017 年的 6 月和 9 月分 2 次发给全体职员。

**(E) 有关员工培训事宜**

2016 年为以下员工安排培训课程，具体如下：

日期	培训课程	出席者
2/7/2016	《专题讲座》：常见易混淆的中药材品种系列讲座之二	方琳萍、黄萍、刘友润、罗宜课
2/8/2016	提供增值顾客服务	林玉燕、庄玉娣、林森兰
29/8/2016	Excel 2013 - Level 1	刘慧芳、鲍根英
30/8/2016	Excel 2013 - Level 2	方琳萍

## 产业组报告

主任：柯顺耀

副主任：吴拥棠

27/4/2017

### 1. Income from Thong Chai Properties

Property	2015 income/\$	2016 income/\$
Thong Chai Building office space	764,539.00	
Thong Chai Building carpark	35,288.00	
Shop houses/ Residential space	1,001,053.00	
Total	1,800,880.00	

### 2. Thong Chai Building Tenancy Agreements

In 2016, the rental rate ranges from \$3.80 to \$4.20 psf for office space in the building. Most leases, whether for new or existing tenants, are for terms of 1 or 2 years.

In 2015, the rental rate was \$4.20 psf. Most renewal leases for existing tenants are for a term of 2 years.

### 3. Tenancy Schedule as at 31/12/2016

As at 31/12/2016, all properties are tenanted, except Thong Chai Building Units #06-06 & #10-03B and Shop house at 73/75 South Bridge Road (2<sup>nd</sup> storey). Previously, the two-storey shop house at 73/75 South Bridge Road was rented to a single tenant. The tenant was unable to afford the rental for the whole unit and requested to keep only the first storey. After a few rounds of negotiation, the second storey was vacated from October 2016. The detailed tenancy schedule is attached in Appendix I.

In comparison, as at December 2015, tenants of units #06-01 and #06-03 moved out after their terms were completed. Unit #06-03 would be tenanted from February 2016 while #06-01 was still vacant. For external properties, 33A Mosque was vacant since mid-October as tenant did not renew lease. A new tenancy agreement was signed for the property, starting from mid-March 2016.

### 4. Maintenance Service Contracts

The complete list of maintenance service contracts for the institution for the year 2016 is attached in Appendix II.

### 5. Valuation of Thong Chai properties

Valuation of Thong Chai properties will be carried out every 3 years. Based on the current market conditions, our appointed valuer Vantage Valuers & Property Consultants Pte Ltd submitted the following information for the valuation of Thong Chai properties for the year 2016:

	Location of Property	Valuation (\$)
A	50 Chin Swee Road, Thong Chai Building, Singapore 169874	11,800,000

	<b>Location of Property</b>	<b>Valuation (\$)</b>
B	5B Hoe Chiang Road, Singapore 089312	950,000
C	51 Farleigh Avenue, Singapore 557825	2,900,000
D	67 South Bridge Road, Singapore 058697	4,800,000
E	69 South Bridge Road, Singapore 058699	8,300,000
F	73 & 75 South Bridge Road, Singapore 058703	4,300,000
G	77 South Bridge Road, Singapore 058707	3,500,000
H	33 Mosque Street, Singapore 059511	5,600,000



# APPENDIX I

## SINGAPORE THONG CHAI MEDICAL INSTITUTION TENANCY SCHEDULE FOR OFFICES IN THONG CHAI BUILDING

SN	Unit No	Tenants' Name	Area (sq ft)	Per sq ft	Store	Monthly rent (excluding GST)	GST	Monthly rent (with GST)	Lease Starts	Lease expires
1	#05-01	Astro Global Trading Pte Ltd	390	4.20		1,638.00	114.66	1,752.66	16/4/16	15/4/17
2	#05-02	EPlus Healthcare Pte Ltd	300	4.20		1,260.00	88.20	1,348.20	16/12/15	15/12/16
3	#05-03	C Paglar & Co	690	4.20		2,898.00	202.86	3,100.86	1/5/16	30/4/18
4	#05-05	Prosperco International Property Consultants Pte Ltd	345	4.20		1,449.00	101.43	1,550.43	1/9/16	31/8/17
5	#05-06	Chhabra Monish	356	4.20		1,495.20	104.66	1,599.86	1/4/15	31/3/17
6	#05-08	S S Lim & Co	366	4.20	230.00	1,767.20	123.70	1,890.90	1/7/16	30/6/18
7	#06-01	Moneylender's Association of Singapore	400	3.90		1,560.00	109.20	1,669.20	1/6/16	31/5/17
8	#06-02	Pure Science Supplements Pte Ltd	396	4.20		1,663.20	116.42	1,779.62	16/1/15	15/1/17
9	#06-03	Online Store Ninjas Pte Ltd	590	3.80		2,242.00	156.94	2,398.94	1/2/16	31/1/17
10	#06-04	Primalux Technology Pte Ltd	352	4.20		1,478.40	103.49	1,581.89	16/11/15	15/11/16
11	#06-05	Hometown Properties	166	4.20		697.20	48.80	746.00	1/5/16	30/4/17
12	#06-06	Primalux Technology Pte Ltd	516	3.80		1,960.80	137.26	2,098.06	1/8/14	31/7/16
13	#07-01	Bro-Alliance International Pte Ltd	400	4.20		1,680.00	117.60	1,797.60	1/11/15	31/10/17
14	#07-02	ALG Insurance Agency Pte Ltd	400			1,600.00	112.00	1,712.00	1/7/16	30/6/18
15	#07-03	Cavendish Design Pte Ltd	590	4.20		2,478.00	173.46	2,651.46	1/3/16	28/2/18
16	#07-04/05/06	China Jiangsu Construction Group Corporation	1090	3.80		4,142.00	289.94	4,431.94	1/10/16	30/9/19
17	#08-01	Keon Consult Pte Ltd	378	4.20		1,587.60	111.13	1,698.73	1/10/15	30/9/17
18	#08-02	Keon Consult Pte Ltd	400	4.20		1,680.00	117.60	1,797.60	1/10/15	30/9/17
19	#08-03	Gogulakannan S/O Suppayya	590	4.20	230.00	2,708.00	189.56	2,897.56	1/10/15	30/9/17
20	#08-04	Henze Global Engineering Pte Ltd.	345	4.00		1,380.00	96.60	1,476.60	1/9/16	31/8/18
21	#08-05	Entrust Freight Agencies Pte Ltd	366	3.90	230(\$246)	1,427.40	99.92	1,527.32	16/6/16	15/6/18
22	#08-06	Connection Real Estate Pte Ltd	345	4.20		1,449.00	101.43	1,550.43	1/12/15	30/11/16
23	#09-01	F. Ball And Co (Asia) Pte Ltd.	380	4.00		1,520.00	106.40	1,626.40	1/9/16	31/8/18
24	#09-01A	Dinajit Management Services	200	4.00		800.00	56.00	856.00	1/6/16	31/5/18
25	#09-02	Sierra Asset Management Pte Ltd	470	4.20	230.00	2,204.00	154.28	2,358.28	1/4/16	31/3/18

# APPENDIX I

## TENANCY SCHEDULE FOR OFFICES IN THONG CHAI BUILDING

SN	Unit No	Tenants' Name	Area (sq ft)	Per sq ft	Store	Monthly rent (excluding GST)	GST	Monthly rent (with GST)	Lease Starts	Lease expires
26	#09-03	Herizal Fitri Consultants	290	4.10		1,189.00	83.23	1,272.23	1/5/16	30/4/18
27	#09-04	Virtualcorp Solutions Pte Ltd	352	4.20		1,478.40	103.49	1,581.89	1/4/16	31/3/18
28	#09-05	Gudami International Pte Ltd	366	4.20		1,537.20	107.60	1,644.80	1/5/15	30/4/17
29	#09-06	Gennal Industries Pte Ltd	350	4.20		1,470.00	102.90	1,572.90	1/4/16	31/3/17
30	#10-01	Teddy Chew	400	4.10		1,640.00	114.80	1,754.80	1/7/16	30/6/18
31	#10-02	C & L Valuers Pte Ltd	200	3.80		760.00	53.20	813.20	1/5/16	30/4/17
32	#10-02A	I-Switche Systems Pte Ltd	200	4.10	230.00	1,050.00	73.50	1,123.50	1/5/16	30/4/18
33	#10-03	Hua Chen Construction Pte Ltd	198	4.10		811.80	56.83	868.63	1/8/16	31/7/18
34	#10-03A	Yi Hoe Construction Pte Ltd	250	4.30	230.00	1,305.00	91.35	1,396.35	1/10/16	30/9/18
35	#10-03B	MAZ Pte Ltd	390	4.20		1,638.00	114.66	1,752.66	16/10/15	15/10/16
36	#10-04A	P&M China Investment & Management Pte Ltd	220	4.20		924.00	64.68	988.68	1/7/16	30/6/18
37	#10-05	Marine Dynamics International Pte Ltd	252	3.80		957.60	67.03	1,024.63	1/2/16	31/1/17
38	#10-06	Corporate Real Estate Management Services Pte Ltd	358	4.20		1,503.60	105.25	1,608.85	1/3/15	28/2/17
39	#10-K1	Singtel Mobile Singapore Pte Ltd	Roof Top			2,900.00	203.00	3,103.00	1/8/16	31/7/19
40	#10-K2	Starhub Ltd	Roof Top			2,860.00	200.20	3,060.20	1/2/14	31/1/17
41	#10-K3	Singapore Civil Defence Force	Roof Top			500.00	35.00	535.00	1/8/16	31/7/18

## SINGAPORE THONG CHAI MEDICAL INSTITUTION

## TENANCY SCHEDULE FOR SHOPS

SN	Street/ Building	Unit No.	Postcode	Tenants' Name	Area (sq ft)	Lease starts	Lease expires	Monthly rent (excluding GST)	GST	Monthly rent (with GST)	PSF rate	Remarks
1	33 Mosque Street	#01-01	059511	Si Wei Xuan Pte Ltd	913	1/12/16	30/11/18	\$ 5,076.50	\$ 355.36	\$ 5,431.86	\$ 5.56	
2	33A Mosque Street	#02-01	059511	Tian Tong International Cultural Development	765	16/3/16	15/3/18	\$ 3,000.00	\$ 210.00	\$ 3,210.00	\$ 3.92	
3	33B Mosque Street	#03-01	059511	Kaiousei Enterprise Pte Ltd	1126	16/5/15	15/5/17	\$ 3,400.00	\$ 238.00	\$ 3,638.00	\$ 3.02	
4	67 South Bridge Road	#01-01	058697	Mehfil Entertainment Pte Ltd	1270	1/1/16	31/5/17	\$ 7,620.00	\$ 533.40	\$ 8,153.40	\$ 6.00	
5	67 South Bridge Road	#02-01	058697	Sassy Bar	1216	1/1/16	31/5/17	\$ 4,864.00	\$ 340.48	\$ 5,204.48	\$ 4.00	
6	67 South Bridge Road	#03-01	058697	Odoco Agency Pte Ltd	1097	1/1/16	31/5/17	\$ 2,742.50	\$ 191.47	\$ 2,933.97	\$ 2.50	
7	67 South Bridge Road	#04-01	058697	Agent One Pte Ltd	725	1/1/16	31/5/17	\$ 1,800.00	\$ 126.00	\$ 1,926.00	\$ 2.48	
8	69/71 South Bridge Road		058699	The Harem Pte Ltd	7566	1/6/15	31/5/17	\$ 26,000.00	\$ 1,820.00	\$ 27,820.00	\$ 3.44	
9	73/75 South Bridge Road	1st storey	058703	Cue Room	2644.42	1/11/16	31/10/18	\$ 14,000.00	\$ 980.00	\$ 14,980.00	\$ 5.20	
		2nd storey	058703	Vacant	2669.31				\$ -	\$ -		
10	77 South Bridge Road	#01-01	058707	LEC Estate Management Pte Ltd	1384	1/11/16	31/10/18	\$ 9,000.00	\$ 630.00	\$ 9,630.00	\$ 6.50	
11	77A South Bridge Road	#02-01	058707	Spoon Creative Pte Ltd	1545	1/4/15	31/3/17	\$ 4,200.00	\$ 294.00	\$ 4,494.00	\$ 2.72	

## SINGAPORE THONG CHAI MEDICAL INSTITUTION

## TENANCY SCHEDULE FOR RESIDENTIAL PROPERTIES

SN	Street/ Building	Unit No.	Postcode	Tenants' Name	Area (sq ft)	Lease starts	Lease expires	Monthly rent	Deposit	Remarks	PSF rate	Others
1	Farleigh Avenue	51	557825	My House@Singapore Pte Ltd	1390	1/8/16	31/1/17	\$ 3,850.00	\$ 7,700.00	Rent is not subject to GST	\$ 2.77	Renew for 6 mths only as property is going to be renovated
2	Hoe Chiang Road	5B	089312	My House@Singapore Pte Ltd	1200	1/8/16	31/7/18	\$ 2,300.00	\$ 4,600.00	Rent is not subject to GST	\$ 2.19	

Record on Various Contract for Maintenance Service									
No.	Type of Contracts	Company Name	0	Contract ends	Monthly Amt	GST	Amt/ mth or service (incl GST)	Annual amount (incl GST)	Remarks
1	Alarm Security System for AMK Clinic/ 24hrs Security Alarm Monitoring Service	ADEMCO (Far East) Pte Ltd	01/09/15	31/08/16	\$ 450.00	\$ -	\$ -	\$ 481.50	Automatically renew on a yearly basis
1	Alarm Security System for AMK Clinic/ 24hrs Security Alarm Monitoring Service	ADEMCO (Far East) Pte Ltd	01/09/16	31/08/17	\$ 450.00	\$ -	\$ -	\$ 481.50	Automatically renew on a yearly basis
2	Alarm Security System for AMK Clinic/ Key Holding Service	ADEMCO (Far East) Pte Ltd	01/09/15	31/08/16	\$ 1,200.00	\$ 84.00	\$ -	\$ 1,284.00	Automatically renew on a yearly basis
2	Alarm Security System for AMK Clinic/ Key Holding Service	ADEMCO (Far East) Pte Ltd	01/09/16	31/08/17	\$ 1,200.00	\$ 84.00	\$ -	\$ 1,284.00	Automatically renew on a yearly basis
3	Maintenance of Decentralized Fire Alarm Monitoring System	ADEMCO (Far East) Pte Ltd	28/03/16	27/03/17	\$ 1,020.00	\$ 71.40	\$ -	\$ 1,091.40	Automatically renew on a yearly basis
4	Maintenance of Air Cleaner (@ HQ Dispensary)	Airverclean Pte Ltd	01/05/15	30/04/17	\$ 80.00	\$ 5.60		\$ 513.60	Bi-monthly Service
5	Pest Control Contract (HQ)	Asia White Ant Control Co Pte Ltd	06/09/15	05/09/17	\$ 200.00	\$ -	\$ 200.00		Monthly Service
6	Pest Control Contract (AMK)	Asia White Ant Control Co Pte Ltd	02/11/14	01/11/16	\$ 80.00	\$ -	\$ 80.00	\$480 (paid for year 1 - \$480, 24 Nov 14) (Paid for year 2 - \$480, 5 Nov 15)	Bi-monthly Service
6	Pest Control Contract (AMK)	Asia White Ant Control Co Pte Ltd	02/11/16	01/11/17	\$ 80.00	\$ -	\$ 80.00	\$480	Bi-monthly Service
7	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers	B.S Engineering Co Pte Ltd	01/01/15	31/12/16	\$ 190.00	\$ 13.30	\$ 203.30	\$ 813.20	Quarterly billing
7	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers	B.S Engineering Co Pte Ltd	01/12/16	30/11/18	\$ 190.00	\$ 13.30	\$ 203.30	\$ 1,626.40	Quarterly billing
8	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for AMK & Sengkang	B.S Engineering Co Pte Ltd	01/01/15	31/12/16	\$ 400.00	\$ 28.00		\$ 428.00	Twice a year billing \$200.00 x 2 = \$400.00
8	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for AMK & Sengkang	B.S Engineering Co Pte Ltd	01/12/16	30/11/18	\$ 400.00	\$ 28.00		\$ 428.00	Twice a year billing \$200.00 x 2 = \$400.00
9	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 33 Mosque Street Shop houses	B.S Engineering Co Pte Ltd	01/12/15	30/11/16	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00
9	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 33 Mosque Street Shop houses	B.S Engineering Co Pte Ltd	01/12/16	30/11/18	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00
10	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 67 South Bridge Road Shop houses	B.S Engineering Co Pte Ltd	01/12/15	30/11/16	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00
10	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 67 South Bridge Road Shop houses	B.S Engineering Co Pte Ltd	01/12/16	30/11/18	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00

Record on Various Contract for Maintenance Service									
No.	Type of Contracts	Company Name	0	Contract ends	Monthly Amt	GST	Amt/ mth or service (incl GST)	Annual amount (incl GST)	Remarks
11	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 77 South Bridge Road Shop houses	B.S Engineering Co Pte Ltd	01/12/15	30/11/16	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00
11	Maintenance of Fire Alarm System, Hose reels & Fire Extinguishers for 77 South Bridge Road Shop houses	B.S Engineering Co Pte Ltd	01/12/16	30/11/18	\$ 200.00	\$ 14.00		\$ 214.00	Twice a year billing \$100.00 x 2 = \$200.00
12	Fire Safety Manager	Chua Kian Yong			\$ 500.00	\$ -	\$ -	\$ 6,000.00	Automatically renew on a yearly basis
13	Photocopy Machine - Canon (3 in HQ, 1 in AMK & 1 in SK )	De Lage Landen Pte Ltd	16/06/15	15/06/20	\$ 983.00	\$ 68.81	\$ 1,051.81		Monthly GIRO payment
14	Maintenance of 2 Sliding Glass Doors at Clinic and Building Main Entrances	Dorma Far East Pte Ltd (HQ)	01/07/15	30/06/16	\$ 146.25 x 2 = \$292.50	\$20.48	\$ 312.98	\$ 1,251.92	Quarterly servicing
14	Maintenance of 2 Sliding Glass Doors at Clinic and Building Main Entrances	Dorma Far East Pte Ltd (HQ)	01/07/16	31/08/18	\$ 146.25 x 2 = \$292.50	\$20.48	\$ 312.98	\$ 1,251.92	Quarterly servicing
15	Maintenance of 2 Sliding Glass Doors at AMK & Sengkang Clinics.	Dorma Far East Pte Ltd (SK + AMK)	01/09/14	31/08/16	\$ 146.25 x 2 = \$292.50	\$20.48	\$ 312.98	\$ 1,251.92	Quarterly servicing
15	Maintenance of 2 Sliding Glass Doors at AMK & Sengkang Clinics.	Dorma Far East Pte Ltd (SK + AMK)	01/09/16	31/08/18	\$ 146.25 x 2 = \$292.50	\$20.48	\$ 312.98	\$ 1,251.92	Quarterly servicing
16	Maintenance of Generator	Everrise Maintenance Pte Ltd	01/06/15	31/05/17	\$ 160.00	\$ 11.20	\$ 171.20	\$ 684.80	Quarterly preventive maintenance of generator
17	Maintenance Contract for Air-Conditioners (Ang Mo Kio)	Glory-Tech Aircon Engineering	01/06/15	31/05/16	\$ 225.00	\$ -	\$ 225.00	\$ 1,350.00	Bi-monthly
17	Maintenance Contract for Air-Conditioners (Ang Mo Kio)	Glory-Tech Aircon Engineering	01/06/16	31/05/18	\$ 260.00	\$ -	\$ 260.00	\$ 1,560.00	Bi-monthly
18	Maintenance contract for Air-Conditioners (Sengkang)	Glory-Tech Aircon Engineering	01/06/15	31/05/16	\$ 235.00	\$ -	\$ 235.00	\$ 1,410.00	Bi-monthly
18	Maintenance contract for Air-Conditioners (Sengkang)	Glory-Tech Aircon Engineering	01/06/16	31/05/18	\$ 235.00		\$ 235.00	\$ 1,410.00	Bi-monthly
19	Maintenance of Cold Room	Greenland Technology Pte Ltd	01/06/14	31/05/16	\$ 180.00	\$ 12.60	\$ 192.60	\$ 770.40	Quarterly preventive maintenance of chiller room
19	Maintenance of Cold Room	Greenland Technology Pte Ltd	01/06/16	31/05/18	\$ 180.00	\$ 12.60	\$ 192.60	\$ 770.40	Quarterly preventive maintenance of chiller room
20	Maintenance of Sub, Transfer & Booster Pumps	Impro Trading Enterprise	01/04/16	31/03/18	\$ 250.00	\$ 17.50	\$ 267.50	\$ 1,070.00	Quarterly servicing
21	Comprehensive Lifts Maintenance & Repairs (Fire Lift 3)	Jardine Schindler Lifts Pte Ltd	01/01/15	31/12/16	\$ 387.00	\$ 27.09	\$ 414.09		Total monthly maintenance fee for 3 lifts: \$1,968.40 (\$2106.19 inc GST)
22	Comprehensive Lifts Maintenance & Repairs (Passenger Lift 1 & 2)	Jardine Schindler Lifts Pte Ltd	01/01/15	31/12/16	\$ 1,581.40	\$ 110.70	\$ 1,692.10		Total for 2 passenger lifts, \$790.70 per lift (excl GST)
23	Provision of Cooling Water Chemical Treatment for Cooling Water	Nu Wasser Pte Ltd	01/04/15	31/03/17	\$ 235.00	\$ 16.45	\$ 251.45	\$ 3,017.40	Monthly billing
24	Maintenance of Water Dispensers at AMK and SK	Pureland International Pte Ltd	01/10/15	30/09/17	\$ -	\$ -	\$ -	\$ 2,380.00	Total for 2 units, Monthly Servicing

Record on Various Contract for Maintenance Service									
No.	Type of Contracts	Company Name	0	Contract ends	Monthly Amt	GST	Amt/ mth or service (incl GST)	Annual amount (incl GST)	Remarks
25	Maintenance of Water Dispensers at HQ	Pureland International Pte Ltd	01/10/15	30/09/17	\$ -	\$ -	\$ -	\$ 1,950.00	Total for 2 units, Monthly Servicing
26	Contract for Provision of Security Guards	Sands Global Pte Ltd	01/09/14	31/08/16	\$ 5,500.00	\$ -	\$ 5,500.00		Monthly billing
26	Contract for Provision of Security Guards	Sands Global Pte Ltd	01/09/16	31/08/18	\$ 5,600.00	\$ -	\$ 5,600.00		Monthly billing
27	Collection and disposal of Biohazard Waste at HQ, AMK and SK	SembCorp Environment Pte Ltd	01/08/14	31/07/16	\$ -	\$ -	\$ -	\$ -	7 litres sharp container \$33 per bin in Year 1, \$35 per bin in Year 2 on call basis, 80 litres garbage bin \$90 on monthly basis
27	Collection and disposal of Biohazard Waste at HQ, AMK and SK	SembCorp Environment Pte Ltd	01/08/16	31/07/18	\$ -	\$ -	\$ -	\$ -	7 litres sharp container \$35 per bin in on call basis, 80 litres garbage bin \$90 on monthly basis
28	Removal of Refuse Contract	Sembwaste Pte Ltd	01/09/13	31/08/16	\$ 300.00	\$ 21.00	\$ 321.00	\$ 3,852.00	Monthly GIRO payment
28	Removal of Refuse Contract	Sembwaste Pte Ltd	01/09/16	31/08/19	\$ 300.00	\$ 21.00	\$ 321.00	\$ 3,852.00	Monthly GIRO payment
29	Maintenance of SunPark Carpark System	Sun Singapore Systems Pte Ltd	07/09/15	06/09/17	\$ 245.00	\$ 17.15	\$ 262.15	\$ 3,145.80	Monthly billing
30	Licensed Electrical Worker	Systems Maintenance Services Pte Ltd	04/04/16	03/04/17	\$ -	\$ -	\$ 900.00	\$ 963.00	Once a year renew
31	Maintenance of ACMV system at HQ	T.G Aircon Engineering Pte Ltd	01/09/15	31/08/16	\$ -	\$ -	\$ -	\$ 13,054.00	Per bi-monthly service \$1,500 Per quarterly service \$800 Total = \$12,200/year before GST
31	Maintenance of ACMV system at HQ	T.G Aircon Engineering Pte Ltd	01/09/16	31/08/18	\$ -	\$ -	\$ -	\$ 13,054.00	Per bi-monthly service \$1,500 Per quarterly service \$800 Total = \$12,200/year before GST
32	Cleaning Contract for Thong Chai Building , SK & AMK	Wee Lee Building Cleaning Services	01/04/14	31/03/16	\$ 7,200.00	\$ -	\$ 7,200.00	\$ 86,400.00	Monthly cleaning for Thong Chai Building, AMK & SK- all together \$7,200.00
32	Cleaning Contract for Thong Chai Building , SK & AMK	Wee Lee Building Cleaning Services	01/04/16	30/06/16	\$ 7,200.00	\$ -	\$ 7,200.00		3 Months Extension Cleaning Agreement for Thong Chai Building, AMK & SK- all together \$7,200.00
33	Cleaning Contract for Thong Chai Building , SK & AMK	Wee Lee Building Cleaning Services	01/05/16	30/06/18	\$ 9,000.00		\$ 9,000.00		3 Months Extension Cleaning Agreement for Thong Chai Building, AMK & SK- all together \$9,000.00
34	Annual Inspection & Certification of Domestic Water Tanks	Zhilong Construction And Engineering Pte Ltd	03/03/16	02/03/17	\$ 600.00	\$ 42.00		\$ 642.00	Once A Year Maintenance

## 募捐组报告

主任：杨自斌

副主任：林瀚璿

27/4/2017

2016年每月份善款箱收入纪录							
序号	类别	20/1/2016开箱	26/2/2016开箱	25/3/2016开箱	26/4/2016开箱	30/5/2016开箱	28/6/2016开箱
1	一楼门诊大厅善箱	\$ 155,352.00	\$ 170,323.00	\$ 168,187.75	\$ 167,399.30	\$ 171,003.80	\$165,650.00
2	善缘、慈善礼券	\$ 437,859.40	\$ 252,287.33	\$ 390,970.31	\$ 285,457.75	\$ 264,657.85	\$148,795.00
	总院总计	<b>\$ 593,211.40</b>	<b>\$ 422,610.33</b>	<b>\$ 559,158.06</b>	<b>\$ 452,857.05</b>	\$ 435,661.65	<b>\$314,445.00</b>
3	宏茂桥开箱金额	\$ 14,137.30	\$ 23,736.00	\$ 20,264.55	\$ 19,560.00	\$ 21,170.00	\$20,936.70
4	盛港开箱金额	\$ 12,219.00	\$ 14,574.40	\$ 15,201.90	\$ 14,850.50	\$ 15,923.80	\$14,780.00
5	天数	28	37	28	32	34	29
	三院合计	<b>\$ 619,567.70</b>	<b>\$ 460,920.73</b>	<b>\$ 594,624.51</b>	<b>\$ 487,267.55</b>	<b>\$ 472,755.45</b>	<b>\$350,161.70</b>
序号	类别	25/7/2016开箱	24/8/2016开箱	28/9/2016开箱	27/10/2016开箱	24/11/2016开箱	27/12/2016开箱
1	一楼门诊大厅善箱	\$ 159,535.75	\$ 164,042.00	\$ 168,435.00	\$ 165,992.65	\$ 159,383.00	\$ 169,585.50
2	善缘、慈善礼券	\$ 416,011.73	\$ 989,315.16	\$ 504,737.40	\$ 545,081.77	\$ 524,783.18	\$ 866,133.00
	总院总计	<b>\$ 575,547.48</b>	<b>\$1,153,357.16</b>	<b>\$ 673,172.40</b>	<b>\$ 711,074.42</b>	<b>\$ 684,166.18</b>	<b>\$1,035,718.50</b>
3	宏茂桥开箱金额	\$ 19,766.95	\$ 20,562.00	\$ 23,777.00	\$ 20,697.55	\$ 18,221.00	\$ 20,816.00
4	盛港开箱金额	\$ 13,268.45	\$ 15,893.50	\$ 15,813.70	\$ 17,282.85	\$ 12,395.00	\$ 14,991.00
5	天数	27	29	35	29	27	34
	三院合计	<b>\$ 608,582.88</b>	<b>\$1,189,812.66</b>	<b>\$ 712,763.10</b>	<b>\$ 749,054.82</b>	<b>\$ 714,782.18</b>	<b>\$1,071,525.50</b>

- 04/01/16 总裁之友联谊晚宴，总共筹到善款**\$57,394.80**。
- 16/03/16 发出472,570个捐款信封，总共收到善款\$221,229.78。
- 20/06/16 发出340,790个捐款信封，收到善款总共：\$269,341.53。
- 13/07/16 已故林辉煌之家属将亲友捐赠的\$5000帛金，作为本院施医赠药基金。
- 12/08/16 宏茂桥第二工业区宏興社中元會特拨出\$5000给本院，作为医药基金。
- 31/08/16 2016年慈善高尔夫球赛，筹得善款\$826,556.10。
- 10/09/16 福兴堂在庆祝神明诞辰后，结束活动，把余款\$21,932.30悉数捐给本院作为医药基金。
- 05/10/16 已故何绍珠安人之家属电话联系本院，通知我们去领取总数\$5000的善款。
- 13/11/16 陈门王氏素贞太夫人其家属将帛金\$4,530悉数捐于本院，作为医药基金。
- 15/12/16 张仁博士令慈仙逝，其家属将帛金\$3,880 捐于本院，作为施医赠药基金。

## 医务组报告

主任：孙丽敏

副主任：蔡添荣

27/4/2017

### 2016 年同济医院医务组《工作总结概要》

- 一、 在董事会的领导下，医务组工作稳步而有秩序的进行，充分发挥了老中青医师团结合作的精神，全年完成总门诊量 345,631 人次，与 2015 年 329,898 人次，增加了 4.55%；全年召开 6 次医务组工作会议。在 2017 年 2 月 19 日（星期日）的医务组工作会议上，总、分院及各特别门诊组分别进行了比较全面的工作总结与检讨，旨在互相学习、互相了解，发扬成绩，以利再战。
  - 二、 2016 年 2 月 16 日，同济医院与同济医药研究院共同举办了《学术年会》，我院首批 11 位中医硕士生经过三年的努力，将他们的所学及研究成果（包括中医妇科、儿科、肿瘤、肾病、消化、心血管及针灸）等专业知识呈现给大家。
  - 三、 中医节、神农诞分别举办“走马看花庆中医”、“医师联谊”活动，加强了医师之间的了解与互动。
  - 四、 参加国内外学术活动 8 场 20 余人次，并 4 次分别在医务组会后进行了传达。
  - 五、 总分院医师认真学习，积极参加每月 2 次的午餐时间“伤寒论精品教材”的学习，并把学习成果与各位医师分享，有关心得也刊载在《同济医药》杂志上。
  - 六、 医师们在医疗临床带教的同时，也不断提升自己的专业水准。特别门诊组为提升本组医师的诊疗水平，制定出《专科医师培训计划》，也与文教组合作，共同为同济建院 150 周年系列庆典活动，举办医疗普及知识讲座，服务于大众；同时，与西医院联合申报卫生部第二批中医药科研课题，积极参与中医药科研工作。
- 除此之外，我们这一年也接待了六批次到访的国内外中医药代表团，并积极互动。
- 一年来，全体医师们不但在医教研方面不断进取，并积极参与传统文化的学习，在学习 中不断地对照、检讨自己，修正自己的行为准则，使我们医疗团队的生活更加丰富多彩。



## 2016 年医务组活动

	日期	项目	出席者/负责人
1	21/2/2016	同济医院暨同济医药研究院《学术年会（2015）》	第一届硕士毕业生暨全体医师
2	20/3/2016	2016 年《走马看花庆中医》	全体医师
3	30/3/2016	通讯及新闻部、卫生部政务部长徐芳达先生莅临访问	孙丽敏、郑黄芳 沈雁珊、林昀杉
4	29/4/2016	新加坡喜耀文化学会与南洋仲景学院带领香港中医师参访	许子欣
5	23/5/16- 30/5/16	第四十期华侨华人社团负责人研习班--“中医关怀”亚洲中医药组织负责人研习班	郑黄芳
6	1/6/16- 3/6/16	世界中联世界中医药大会第二届夏季峰会（中国湖北随州）	孙丽敏，符气鸣
7	3/6/16- 5/6/16	世界中联癌症姑息治疗研究专业委员会成立大会暨第十三届全国肿瘤综合治疗新进展学术大会（中国广州）	张国强、胡添娣、翁淑珠
8	19/6/16	《走马看花》第四系列-双溪布落湿地保护区	全体医师
9	24/6/16- 26/6/16	世界中联男科专业委员会第八届学术年会（中国安徽合肥）	卢金玉、鲁小健 彭永豪、符气鸣
10	28/6/16	南方大学学院董理事考察团与新加坡各中医院交流活动	林昀杉
11	3/7/16- 4/7/16	第六届国际经方班（台北）暨国医张步桃纪念研讨会	郑黄芳、彭永豪、林昀杉、李嘉雯
12	23/7/16	MOH focus group discussion on Continuing TCM education	林理铄，黄振建
13	20/8/16- 21/8/16	新加坡中医师公会主办《名医大讲堂》：国际经方讲习班	李嘉雯

	日期	项目	出席者/负责人
14	3/9/16- 4/9/16	第十一届亚细安中医药学术大会 (马来西亚云顶)	谭翠蝶、沈雁珊
15	3/9/16- 4/9/16	世界中联肿瘤康复专委会成立大会暨第一届学术会	郑黄芳、胡添娣、翁淑珠
16	10/9/16- 12/9/16	毕义明颈肩功能诊断与动作治疗	许子欣
17	7/11/16	国家中医药管理局莅临同济医院	郑黄芳
18	3/12/16	同济 150 医药讲座系列 (一)	中风痛症针灸组
19	13/12/16	广西国际壮医医院访问团	张骏发
20	22/12/16	北京首都医科大学附属北京中医医院代表团	沈雁珊

# 同济医院2016年12月病人数比较

分行：ALL

1/1

	普 通 门 诊																					
	中草药						中成药						针灸						总计			平均
	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	人数	人次	人次 (天)
1月	135	14%	1667	17%	4052	16%	530	56%	4673	49%	12561	49%	286	30%	3253	34%	9104	35%	951	9593	25717	1285
2月	92	11%	1323	16%	2786	14%	496	58%	4103	50%	9998	52%	272	32%	2795	34%	6628	34%	860	8221	19412	1078
3月	141	12%	1763	17%	4239	15%	673	57%	4986	49%	13517	49%	361	31%	3489	34%	9666	35%	1175	10238	27422	1246
4月	121	12%	1649	17%	4243	16%	616	60%	4832	49%	13162	49%	297	29%	3388	34%	9614	36%	1034	9869	27019	1286
5月	109	11%	1574	16%	3845	15%	621	60%	4859	50%	12935	50%	300	29%	3306	34%	9091	35%	1030	9739	25871	1231
6月	132	12%	1667	16%	4019	15%	615	57%	5050	50%	13503	50%	340	31%	3437	34%	9488	35%	1087	10154	27010	1227
7月	113	11%	1655	17%	4000	15%	544	54%	4964	50%	13009	50%	343	34%	3294	33%	8942	34%	1000	9913	25951	1297
8月	128	12%	1714	17%	4114	15%	603	58%	5085	50%	13687	50%	306	30%	3435	34%	9580	35%	1037	10234	27381	1244
9月	88	9%	1671	17%	4000	16%	541	57%	4873	49%	12683	49%	322	34%	3438	34%	9107	35%	951	9982	25790	1228
10月	100	11%	1644	17%	3978	16%	510	57%	4606	48%	12205	49%	283	32%	3351	35%	8835	35%	893	9601	25018	1250
11月	109	11%	1654	16%	4153	16%	599	58%	5098	50%	12280	48%	327	32%	3415	34%	9276	36%	1035	10167	25709	1168
12月	92	9%	1564	15%	3745	15%	634	59%	5236	51%	12439	49%	354	33%	3504	34%	9389	37%	1080	10304	25573	1217
总计	1,360	9%	19,545	15%	47,174	15%	6,982	59%	58,365	51%	151,979	49%	3,791	33%	40,105	34%	108,720	37%	12,133	118,015	307,873	14,757
平均	113		1,629		3,931		582		4,864		12,665		316		3,342		9,060		1,011	9,835	25,656	1,230

# 同济医院2016年12月病人数比较

分行：总院

1/1

	特 别 门 诊																		
	不孕组			中风针灸组			肿瘤组			肾病组			糖尿病与高血压组			总计			平均
	新病人 人数	人数	人次	新病人 人数	人数	人次	新病人 人数	人数	人次	新病人 人数	人数	人次	新病人 人数	人数	人次	新病人 人数	人数	人次	人次 (天)
1月	31	303	632	3	92	280	37	857	1010	4	207	466	5	296	710	80	1755	3098	154
2月	38	274	446		69	227	40	594	704	3	196	355	1	230	459		1363	2191	121
3月	44	312	609	4	98	348	48	912	1118	2	209	574	3	318	790	101	1849	3439	156
4月	31	308	631	1	95	336	45	764	944	2	204	500	6	309	740	85	1680	3151	150
5月	39	318	614	1	93	304	47	851	1010	8	215	533	6	301	687	101	1778	3148	149
6月	45	322	628	4	88	302	44	831	983	5	196	438	4	303	705	102	1740	3056	138
7月	79	367	683	4	182	474	40	833	1023	6	186	438	10	295	654	139	1863	3272	163
8月	44	326	638	9	202	496	47	820	1047	4	191	467	3	285	668	107	1824	3316	150
9月	40	335	661	6	194	486	30	734	838	3	170	415	4	301	695	83	1734	3095	147
10月	37	336	613	6	180	388	55	782	966	5	171	374	6	304	727	109	1773	3068	153
11月	51	328	622	8	214	528	37	866	1085	6	197	523	3	320	839	105	1925	3597	163
12月	39	346	678	8	208	563	41	812	990	1	176	404	3	307	692	92	1849	3327	158
总计	518	3,875	7,455	54	1,715	4,732	511	9,656	11,718	49	2,318	5,487	54	3,569	8,366	1,104	21,133	37,758	1,802
平均	43	323	621	5	394	394	43	805	977	4	193	457	5	297	697	92	1,761	3,147	150

同济医院2016年12月病人数比较

分行：宏茂桥

1/1

	普 通 门 诊																					
	中草药						中成药						针灸						总计			平均
	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	人数	人次	人次 (天)
1月	5	2%	22	1%	29	0%	159	64%	1808	68%	5434	70%	83	34%	837	31%	2252	29%	247	2667	7715	385
2月	1	0%	19	1%	22	0%	144	71%	1563	67%	4215	70%	58	29%	741	32%	1772	29%	203	2323	6009	333
3月	5	2%	23	1%	35	0%	226	71%	1933	67%	5747	70%	88	28%	919	32%	2460	30%	319	2875	8242	374
4月	1	0%	26	1%	29	0%	186	73%	1874	68%	5631	70%	67	26%	856	31%	2350	29%	254	2756	8010	381
5月	4	2%	30	1%	37	0%	187	74%	1894	69%	5624	71%	62	25%	827	30%	2264	29%	253	2751	7925	377
6月	5	2%	26	1%	35	0%	185	70%	2006	68%	5953	71%	75	28%	900	31%	2423	29%	265	2932	8411	382
7月	6	2%	33	1%	47	1%	176	63%	1955	69%	5659	71%	97	35%	865	30%	2280	29%	279	2853	7986	399
8月	4	2%	38	1%	51	1%	162	70%	1900	67%	5807	70%	64	28%	880	31%	2387	29%	230	2818	8245	374
9月	4	2%	23	1%	25	0%	155	67%	1854	67%	5503	70%	72	31%	883	32%	2373	30%	231	2760	7901	376
10月	3	2%	29	1%	43	1%	136	70%	1809	67%	5426	70%	55	28%	861	32%	2310	30%	194	2699	7779	388
11月	1	0%	27	1%	34	0%	177	70%	1971	68%	5256	68%	75	30%	904	31%	2470	32%	253	2902	7760	352
12月	3	1%	18	1%	23	0%	193	69%	1981	68%	5209	69%	82	29%	894	31%	2370	31%	278	2893	7602	362
总计	42	1%	314	1%	410	0%	2,086	69%	22,548	68%	65,464	69%	878	29%	10,367	31%	27,711	31%	3,006	33,229	93,585	4,483
平均	4		26		34		174		1,879		5,455		73		864		2,309		251	2,769	7,799	374

同济医院2016年12月病人数比较

分行：盛港

1/1

	普 通 门 诊																						
	中草药						中成药						针灸						总计			平均	
	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	比例	人数	比例	人次	比例	新病人 人数	人数	人次	人次 (天)	
1月	13	5%	260	11%	719	12%	158	64%	1373	56%	3350	55%	76	31%	798	33%	2041	33%	247	2431	6110	305	
2月	19	7%	237	11%	551	11%	155	56%	1231	56%	2755	55%	103	37%	725	33%	1661	33%	277	2193	4967	275	
3月	10	3%	266	10%	788	12%	183	60%	1477	56%	3707	54%	111	37%	903	34%	2344	34%	304	2646	6839	310	
4月	19	7%	262	10%	848	13%	169	61%	1391	56%	3578	54%	91	33%	847	34%	2228	33%	279	2500	6654	316	
5月	9	3%	247	10%	740	12%	155	57%	1366	56%	3327	53%	109	40%	833	34%	2154	35%	273	2446	6221	296	
6月	14	5%	254	10%	733	11%	175	56%	1435	56%	3474	53%	121	39%	880	34%	2317	36%	310	2569	6524	296	
7月	8	3%	254	10%	740	12%	149	57%	1429	56%	3432	54%	104	40%	855	34%	2199	35%	261	2538	6371	318	
8月	19	6%	268	10%	789	12%	194	63%	1474	56%	3567	53%	95	31%	886	34%	2356	35%	308	2628	6712	305	
9月	10	4%	274	11%	785	13%	153	57%	1397	55%	3280	52%	106	39%	875	34%	2210	35%	269	2546	6275	298	
10月	17	7%	307	13%	833	14%	145	60%	1262	53%	3047	51%	81	33%	808	34%	2147	36%	243	2377	6027	301	
11月	16	6%	276	11%	795	13%	178	62%	1449	57%	3179	51%	91	32%	838	33%	2239	36%	285	2563	6213	282	
12月	12	4%	257	10%	739	12%	183	60%	1443	56%	3309	52%	108	36%	878	34%	2282	36%	303	2578	6330	301	
总计	166	4%	3,162	10%	9,060	12%	1,997	60%	16,727	56%	40,005	52%	1,196	36%	10,126	34%	26,178	36%	3,359	30,015	75,243	3,603	
平均	14		264		755		166		1,394		3,334		100		844		2,182		280	2,501	6,270	300	

2015年度新加坡同济医院就诊人数

	一月	二月	三月	四月	五月	六月	七月	八月	九月	十月	十一月	十二月	总计	月平均	日平均
总病人	29232	19509	27651	28088	27922	27866	29972	25910	26964	30034	27459	28353	328960	27413	1108
新病人	1128	715	1200	1182	1142	1141	1338	978	991	1251	1056	1246	13368	1114	45
旧病人	28104	18794	26451	26906	26780	26725	28634	24932	25973	28783	26403	27107	315592	26299	1063
女病人	19247	12454	18035	18395	18369	17846	19504	16904	17604	19813	18012	18375	214558	17880	722
男病人	9985	7055	9616	9693	9553	10020	10468	9006	9360	10221	9447	9978	114402	9534	385
12岁以下	488	322	518	392	463	559	366	417	499	552	506	621	5703	475	19
13-20岁	273	153	255	236	263	280	234	232	286	290	306	288	3096	258	10
21-30岁	588	389	500	538	533	594	681	558	549	637	550	580	6697	558	23
31-40岁	1597	1052	1417	1524	1646	1564	1716	1556	1564	1831	1515	1563	18545	1545	62
41-50岁	2785	1979	2693	2704	2798	2646	2857	2557	2667	3122	2844	2961	32613	2718	110
51-60岁	6037	4021	5930	5970	5699	5735	6242	5251	5539	6358	5744	6231	68757	5730	232
61-70岁	9157	6153	8726	9075	8996	8913	9602	8146	8565	9312	8567	8745	103957	8663	350
71-74岁	3051	1947	2810	2869	2799	2956	3046	2763	2811	3063	2885	3151	34151	2846	115
75-79岁	3218	2184	2956	2956	2927	2886	3307	2790	2798	3078	2880	2639	34619	2885	117
80岁以上	2038	1309	1846	1824	1798	1733	1921	1640	1686	1791	1662	1574	20822	1735	70
早上时段 (专科)	1732	1154	1746	1628	1715	1628	1718	1463	1579	1657	1469	1687	19176	1598	65
早上时段 (内科)	9344	5983	8487	8926	9210	9025	9562	8359	8741	10068	9046	9100	105851	8821	356
早上时段 (针灸)	4830	3239	4465	4747	4767	4576	5137	4565	4698	5184	4480	4507	55195	4600	186
下午时段 (专科)	1574	995	1549	1470	1373	1452	1613	1322	1318	1422	1258	1446	16792	1399	57
下午时段 (内科)	6693	4742	6581	6256	6070	6283	6523	5781	5971	6518	6472	6715	74605	6217	251
下午时段 (针灸)	4151	2762	3992	4155	3982	4113	4478	3707	3877	4334	3888	4069	47508	3959	160
晚上时段 (内科)	639	439	540	592	511	490	622	460	480	516	534	549	6372	531	21
晚上时段 (针灸)	269	195	291	314	294	298	319	253	298	335	312	280	3458	288	12

2016年度新加坡同济医院就诊人数

	一月	二月	三月	四月	五月	六月	七月	八月	九月	十月	十一月	十二月	总计	月平均	日平均
总病人	28813	21603	30861	30170	29019	30066	29223	30697	28885	28086	29306	28900	345629	28802	1152
新病人	1032	942	1276	1119	1131	1189	1139	1144	1034	1002	1140	1172	13320	1110	44
旧病人	27781	20661	29585	29051	27888	28877	28084	29553	27851	27084	28166	27728	332309	27692	1108
女病人	18536	13615	20116	19645	18626	19392	19085	19701	18645	18321	18873	18534	223089	18591	744
男病人	10277	7988	10745	10525	10393	10674	10138	10996	10240	9765	10433	10366	122540	10212	408
12岁以下	418	356	455	389	429	471	419	510	478	397	419	509	5250	438	18
13-20岁	252	237	325	300	261	348	251	255	265	229	281	310	3314	276	11
21-30岁	527	387	557	531	559	624	575	612	521	535	623	666	6717	560	22
31-40岁	1519	1218	1568	1599	1617	1529	1620	1680	1544	1533	1514	1628	18569	1547	62
41-50岁	2582	2052	2796	2861	2765	2747	2942	3000	2812	2763	2876	2755	32951	2746	110
51-60岁	5949	4530	6505	6353	5921	6073	5966	6418	6243	6142	6038	6044	72182	6015	241
61-70岁	9265	6874	9982	9735	9214	9702	9352	9677	8995	8838	9105	9009	109748	9146	366
71-74岁	2745	2077	2961	2855	2803	2971	2783	2969	2785	2735	2931	2663	33278	2773	111
75-79岁	3505	2429	3567	3579	3524	3582	3473	3641	3441	3171	3492	3398	40802	3400	136
80岁以上	2051	1443	2145	1968	1926	2019	1842	1935	1801	1743	2027	1918	22818	1902	76
早上时段 (专科)	1642	1092	1751	1627	1594	1561	1692	1738	1546	1643	1789	1719	19394	1616	65
早上时段 (内科)	9961	7271	10245	10292	9540	10029	10114	10302	9766	9394	9718	9807	116439	9703	388
早上时段 (针灸)	4893	3576	4980	4981	4540	4904	4690	4931	4632	4548	4978	5002	56655	4721	189
下午时段 (专科)	1454	1099	1688	1524	1554	1495	1580	1578	1549	1425	1808	1608	18362	1530	61
下午时段 (内科)	6093	5058	6907	6524	6674	6926	6308	6887	6320	6259	6238	5874	76068	6339	254
下午时段 (针灸)	3915	2838	4363	4333	4244	4281	3998	4378	4232	4060	4057	4178	48877	4073	163
晚上时段 (内科)	559	455	604	589	566	567	587	612	597	530	477	503	6646	554	22
晚上时段 (针灸)	296	214	323	300	307	303	254	271	243	227	241	209	3188	266	11



## 药务组报告

主任：刘廷辉

副主任：郑黄芳

27/4/2017

### 一、2016 年总院及各分院进出药量及赠药成本明细 (所有金额已包括 7%GST)

年月	中草药/饮片(总院)				
	采购药量 (kg)	采购金额 (S\$)	出库量 (kg)	就诊人数 (人次)	每位病人赠药成本 (S\$/人次)
Jan/16	1724.20	21103.54	1715.50	5790	3.63
Feb/16	1437.60	18342.69	1289.00	3902	4.21
Mar/16	2149.60	26829.69	1932.30	6149	3.92
Apr/16	1784.50	20118.73	1731.60	5841	3.34
May/16	1614.40	23623.42	1814.10	5582	4.76
Jun/16	1097.00	13501.09	1736.40	5664	3.77
Jul/16	1900.60	23088.04	1655.90	5618	3.58
Aug/16	1712.30	18932.73	1802.10	5734	3.47
Sep/16	2033.60	26546.49	1698.60	5455	4.06
Oct/16	2173.30	24065.26	1693.40	5428	3.45
Nov/16	2020.50	27202.08	1813.30	5958	4.10
Dec/16	1065.00	13927.83	1549.20	5346	3.79
总和	20712.60	257281.59	20431.40	66467	3.82

年月	提炼药剂/成药(总院)				
	采购数量 (瓶)	采购金额 (S\$)	配出药量 (瓶)	就诊人数 (人次)	每位病人赠药成本 (S\$/人次)
Jan/16	1239	10717.85	1225	3914	2.71
Feb/16	1183	10852.01	995	3138	2.91
Mar/16	1224	11128.94	1296	4190	2.81
Apr/16	1260	10957.23	1140	4090	2.42
May/16	3076	27366.29	1152	4119	2.49
Jun/16	1003	8916.35	1239	4206	2.62
Jul/16	1304	11733.96	1120	4054	2.49
Aug/16	1224	10902.25	1587	4465	3.17
Sep/16	1374	12038.53	1228	4036	2.67
Oct/16	1080	9509.54	1292	3880	2.93
Nov/16	1714	16275.59	1967	4015	5.27
Dec/16	2111	17700.38	1804	4077	3.94
总和	17792	158099	16045	48184	2.96

年月	提炼药剂/成药 (AMK)				
	采购数量 (瓶)	采购金额 (S\$)	配出药量 (瓶)	就诊人数 (人次)	每位病人赠药成本 (S\$/人次)
Jan/16	1440	13199.48	1602	5434	2.70
Feb/16	1744	15875.77	1428	4216	3.08
Mar/16	1715	15706.69	1729	5747	2.76
Apr/16	1560	14114.52	1659	5631	2.67
May/16	1583	13759.87	1699	5624	2.63
Jun/16	1863	16909.06	1765	5954	2.69
Jul/16	1610	14549.40	1696	5661	2.71
Aug/16	1616	13928.93	1719	5809	2.55
Sep/16	1930	17589.62	1664	5504	2.76
Oct/16	1749	15353.39	1639	5428	2.65
Nov/16	2198	19649.87	2239	5258	3.81
Dec/16	2379	21081.01	2195	5209	3.73
总和	21387	191718	21034	65475	2.88

年月	提炼药剂/成药 (SENGKANG)				
	采购数量 (瓶)	采购金额 (S\$)	配出药量 (瓶)	就诊人数 (人次)	每位病人赠药成本 (S\$/人次)
Jan/16	1306	11081.65	1198	3350	3.03
Feb/16	881	7423.54	747	2756	2.28
Mar/16	1254	11402.78	1062	3708	2.60
Apr/16	1075	9654.49	1041	3578	2.61
May/16	871	8173.20	1018	3330	2.87
Jun/16	942	8611.35	985	3475	2.59
Jul/16	902	8737.19	976	3432	2.75
Aug/16	1008	9021.96	1068	3567	2.68
Sep/16	935	7678.08	923	3280	2.31
Oct/16	922	8234.67	881	3047	2.58
Nov/16	1614	14272.84	1360	3180	3.78
Dec/16	1309	11499.33	1409	3309	3.74
总和	13019	115791	12668	40012	2.82

年月	中草药/饮片 (SENGKANG)				
	采购药量 (kg)	采购金额 (S\$)	出库量 (kg)	就诊人数 (人次)	每位病人赠药成本 (S\$/人次)
Jan/16	155.00	2219.12	163.80	711	3.30
Feb/16	197.80	3921.71	108.20	533	4.02
Mar/16	197.70	2874.44	163.22	778	3.05
Apr/16	148.50	1916.52	190.20	833	2.95
May/16	110.00	1490.62	180.80	725	3.38
Jun/16	187.80	2465.72	160.90	712	2.97
Jul/16	208.90	2683.70	168.60	723	3.00
Aug/16	151.40	2417.24	160.60	767	3.34
Sep/16	163.50	2100.67	174.75	774	2.90
Oct/16	156.20	2259.67	144.30	815	2.56
Nov/16	178.70	2448.77	217.00	788	3.77
Dec/16	165.40	2181.45	166.00	727	3.01
总和	2020.90	28979.63	1998.37	8886	3.22

## 二、2016 年对比 2015 年总院及各分院进出药量及赠药成本分析

### 2016&2015 中草药/饮片采购成本对比分析

2016 vs. 2015	总院		盛港	
	2016 年	2015 年	2016 年	2015 年
购买量 (KG)	20712.6	19676.21	2020.9	1636.77
购买金额 (S\$)	257281.6	243852.7	28979.63	21457.32
就诊人数 (人次)	66467	69714	8886	8272
单位采购成本 (S\$/KG)	12.42	12.39	14.34	13.11
每位病人赠药成本 (S\$/人次)	3.82	3.74	3.22	2.65

### 2016&2015 提炼药材/合剂采购成本对比分析

2016 vs. 2015	总院		宏茂桥		盛港	
	2016 年	2015 年	2016 年	2015 年	2016 年	2015 年
购买量 (瓶)	17792	10978	21387	18800	13019	11434
购买金额 (S\$)	158099.00	96355.04	191718.00	169410.97	115791.00	100609.84
单位采购成本 (S\$/瓶)	8.89	8.78	8.96	9.01	8.89	8.80
就诊人数 (人次)	48184	37186	65475	63002	40012	38529
每位病人赠药成本 (S\$/人次)	2.96	2.58	2.88	2.72	2.82	2.61

- 中草药市场价格普遍时时上涨，本院中草药采购继续货比两到三家，单位成本得到了有效控制，2016 年总院中草药单位采购成本比 2015 年仅增加了 0.25%。SK 分院每次的采购量比较少，相应成本比总院略高。
- 提炼药材/合剂方面，价格稳定。2015 年之后增加了忆思源为供应商，主要供应商仍为四家。2016 年，成药的各供应商价格稳定，每瓶的采购成本基本没变。但 2016 年，每个分院的每个病人的赠药成本都比 2015 年有所增加，是因为从 11 月开始，我院普通病人成药赠药量从每人每次 120 毫升（2 天药量）增加到每人每次 180 毫升（3 天药量）。即在采购成本基本没变的基础上赠药成本却有所增加。

## 文教组报告

主任：李振玉

副主任：刘南生

27/4/2017

### 一、文教组和医务组联合开办免费的中医讲座

同济医院为了迎接 150 周年大庆，文教组和医务组携手举办科普医药保健讲座，为大众提供高素质，普通中医常识，增长民众的医疗常识。同时，通过举办讲座，也有助于增加同济医院的门诊量，从而让更多的病黎能受惠于本院的优质医疗，给予医师提升的平台，提供医师对外举办讲座的机会。

本院于 2016 年 12 月 3 日，在同济大厦 3 楼礼堂，举办了同济 150 医药讲座系列（一），主题是有关“中风的防治及膝关节疼痛的护理”。主讲者包括侯锡光医师、陈治霏医师、谭翠蝶医师和柯梅汝医师。四位医师发挥了精湛的专业知识，向出席者表达了有关防治及照顾患者该注意的健康知识，出席者报以热烈的反响和掌声。这次的讲座吸引了 200 多人报名，反应热烈，参与者反馈讲座内容容易理解、丰富精彩，让他们受益匪浅。配合 2017 年的 150 周年庆典，将继续开办其他系列的讲座。

## 资讯组报告

主任：林惠海

副主任：傅文克

27/4/2017

在整个 2016 年度中，资讯组完成如下几个重要项目，提升和完善了同济在数据安全备份，信息技术的使用，大大的提升了员工和医师们的工作效率和便捷性，具体的项目有：

### 1. 同济医院及同济研究院新网站的启用

经过半年的设计及测试，新网站于 10 月正式公众见面，本次网站更新后，网站更美观，适配移动设备，并且公众能更方便的查询同济的信息(如医师的值班，休假，活动)。

本次更新总费用为：S\$12,000.00

### 2. 更换本院网络硬件并在总院提供 WIFI

为了提升及适应现代网络更高速的需求，同济在 5 月进行了网络改造，把当前仅支援 100mbps 的传输速度的普通交换机更换成支援 1Gigabit 传输速度的网络交换机(Switch)，同时在总院 1-4 楼安装了 WIFI 方便员工及董事有需求时使用。

本次更新总费用为：S\$20,717.34

### 3. 更新 CCTV 系统

在更新网络的同时，我们进行了 CCTV 的更换，现在的系统操作更方便，摄像头更清晰，更有利于我们处理一些突发事件，查看事发经过。

本次更新总费用为：S\$15,707.60

#### 4. 新 TCM 系统的开发研究 (TCM3.0)

在 16 年的下半年,资讯组与 TCM 供应商进行了一些接触,为下一系统铺路,到目前为止我们已经达成一些共识,就是有必要提前进行规划,并利用先进的科技来设计新系统, 下一步的讨论研究方向主要是要具体到一些重要模块,一些重大的功能方面的提升及设计思路。

本次 TCM 软件更新总费用初步预计为: S\$81,000.00

我们资讯组期望在新的一年里持续发挥重要作用,促使同济在信息科技为主的世界中与时俱进,更高效,更便捷,更有力的促进同济所有员工及医师的工作,以及高效快捷的实现同济愿景和使命。

## 外事组报告

主任：柯建强

副主任：罗荣基

27/4/2017

序号	日期	社团/机构	出席者	乐捐 \$	本院赠送
1	17/01/16	星洲灵隐寺第 71 周年纪念	-	-	花篮
2	23/01/16	竹林寺农历新年亮灯仪式	邱武烈	5,000	纪念品
3	26/01/16	中国大使馆 2016 年新春招待会	主席、邱武烈、多位董事	-	花篮
4	31/01/16	韭菜芭城隍庙联谊会善款颁发仪式	陈佳模	1,000	纪念品
5	20/02/16	新加坡佛教青年弘法团新春素宴	罗荣基	10,000	纪念品
6	20/02/16	新加坡福建会馆新春大团拜	-	-	花篮
7	23/02/16	通淮庙新春联欢宴会暨颁发社会福利金、奖助学	卢金玉	2,000	纪念品
8	26/03/16	大士伯公宫理事会 2016 年度捐献福利团体	杨应群	5,000	纪念品
9	16/04/16	Upgraded Ghim Moh Market & Shops Grand Opening, Carnival @ Ulu Pandan 2016	邱武烈	15,000	SG50 特辑
10	08/05/16	淡申新民基金颁发教育与慈善基金典礼	杨应群	5,000	敬辞纪念品
11	21/05/16	般若念佛堂卫塞节庆祝会	李秉藹	10,000	纪念品
12	25/05/16	乌敏岛佛山亭大伯公庙	林源利	5,000	纪念品
13	29/05/16	观音救苦会庆祝成立 41 周年	-	-	花篮
14	02/06/16	中医管理委员会下午茶招待会	林源利	-	-
15	03/06/16	同德善堂念心社成立 67 周年纪念	-	-	花篮
16	12/06/16	新加坡中药公会神农先师圣诞晚宴暨第 51 届执行委员会就职典礼	林源利	-	花篮
17	12/06/16	新加坡中医师公会第 45 届理事就职典礼	杨应群	-	花篮
18	02/07/16	杨桃园城隍庙清溪显佑伯主千秋暨理事会成立 41 周年纪念	鲍根英	2,000	纪念品



序号	日期	社团/机构	出席者	乐捐 \$	本院赠送
19	03/07/16	2016 年种族宗教和谐联谊宴会	林源利、张克荣、邱武烈、黄金月	-	
20	19/07/16	NCSS AGM AND ELECTION 2016	邱武烈	-	-
21	26/07/16	中国人民解放军建军八十九周年招待会	林源利	-	花篮
22	29/07/16	元龙圣庙庆祝关帝圣君与诸众神圣诞千秋联欢晚宴	-	-	花篮
23	01/08/16	南洋理工大学生物科学学院双学士学位毕业典礼	林源利 张克荣 邱武烈	-	花篮
24	12/08/16	宏茂桥宏兴社中元会	杨应群 鲍根英	5,000	-
25	23/08/16	新加坡建国 51 周年暨南洋客属总会成立 87 周年双庆联欢晚会	林源利	-	花篮
26	28/08/16	新加坡中医师公会主办新加坡中医学院 2016 年毕业典礼	林源利	-	花篮
27	31/08/16	中医养生文化展暨中国名中医养生论坛开幕礼	-	-	花篮
28	09/09/16	马来西亚中医药历史文化馆饶师泉铜像揭幕典礼	-	-	-
29	17/09/16	星洲济芳阁庆祝成立 51 周年纪念典礼	杨应群	1,000	纪念品
30	17/09/16	中峇鲁齐天宫庆祝齐天大圣千秋暨 96 周年联欢宴会	卢锦燕	3,000	纪念品
31	24/09/16	湘灵音乐社举办南音感官宴《何日君再来》	林源利	-	-
32	26/09/16	中华人民共和国成立 67 周年招待会	林源利	-	花篮
33	27/09/16	南洋孔教会至圣先师孔子 257 年圣诞暨成立 102 周年庆典	-	-	花篮
34	02/10/16	新加坡德教会紫玄阁创阁 24 周年纪念	鲍根英 秦浩	3,000	敬辞纪念品
35	03/10/16	刘氏总会复兴 70 周年纪念青年团、妇女组成立 50 周年联欢宴会	林源利 杨应群	-	花篮

序号	日期	社团/机构	出席者	乐捐 \$	本院赠送
36	23/10/16	“中医现代化”国际学术会议开幕礼暨新加坡中医研究院理事就职典礼	林源利	—	花篮
37	29/10/16	淡滨尼联合宫第 25 周年纪念联欢宴会	林清荣	1, 500	纪念品
38	05/11/16	新加坡李氏总会三禧庆典. 李氏盛宴	林源利	—	花篮
39	12/11/16	南洋方氏总会 80 周年庆典晚宴	林源利	—	花篮
40	19/11/16	昭灵庙常年晚宴	鲍根英	—	敬辞纪念品
41	20/11/16	华源会庆祝成立 15 周年晚宴	林源利	—	花篮
42	22/11/16	第 10 届“陈振传助理护士奖”庆典	林源利	—	花篮
43	27/11/16	南安善堂庆祝宋大峰祖师圣诞	鲍根英	—	纪念品
44	03/12/16	广惠肇医院 106 周年庆典与社区关怀日	林源利	—	花篮
45	04/12/16	新加坡国际中医药高层论坛开幕礼	林源利	—	花篮
46	04/12/16	新加坡中医师公会 70 周年庆典晚宴	林源利	—	花篮
47	04/12/16	大众医院 42 周年院庆	林源利	—	花篮
48	13/12/16	同德善堂念心社成立 67 周年纪念暨庆祝运杰菩萨圣诞	杨应群	2, 500	纪念品
			乐捐总额	76, 000	

## 庶务组报告

主任：黄金月

副主任：谭翠蝶

27/4/2017

庶务组在 2016 年负责筹办新春联欢晚宴，及协助 149 周年纪念感恩宴、同济医院 2016 慈善高尔夫球赛和 149 周年院庆暨越南胡志明市欢乐家庭游的晚宴。新春联欢晚宴举行之前，庶务组召开会议详细讨论，也安排时间进行排练。衷心感谢董事、委员和会员的热心支持，以及庶务组组员的配合，活动都成功举行，具体如下：

## 新春联欢晚会

2016 丙申年新春团拜于 2 月 18 日（正月十一）在本院 3 楼礼堂举行，主宾是本院名誉主席陈高全先生，出席嘉宾包括中华人民共和国驻新加坡共和国大使馆公使衔参赞房新文先生及房夫人、二等秘书兼领事李义勤先生、同济名誉董事、法律顾问、会员等。下列董事（恕不称呼）参与了此次活动：林源利、张克荣、杨应群、刘国华、李秉蘧、邱武烈、陈笃汉、杨自斌、刘廷辉、刘南生、傅文克、罗荣基、黄金月、陈佳模、林翔宽、陈育绵、胡文洙、孙丽敏、郑黄芳、谭翠蝶、沈雁珊及翁淑珠。

当晚由杨应群副主席扮演财神爷，分派红包橘子及幸运抽奖号码给所有嘉宾。本院林子超医师扮演美猴王孙悟空入场，趣味表演惟妙惟肖，赢得全场热烈鼓掌欢呼。庶务组员主持的游戏“站卧坐行变变变”和“眼明手快搜搜搜”，将现场气氛炒热。当晚自然也少不了“最佳传统服装”这一环节，让得奖者在舞台上展现丽影。全体董事参与敬酒仪式，祝愿同济医院慈善事业蒸蒸日上，名扬四海。最后的幸运抽奖，让多名幸运儿赢得购物礼券或丰富的礼蓝。晚会在温馨愉快的欢笑声中，圆满落幕。

### **149 周年纪念感恩宴及同济医院 2016 慈善高尔夫球赛**

庶务组参与了同济医院于 2016 年 9 月 27 日举行的 149 周年纪念感恩宴的筹备工作。小组的任务包括节目的策划、表演团体的邀请、编写司仪稿和制作一部三分钟的短片。募捐组于 2016 年 10 月 14 日举办同济医院 2016 慈善高尔夫球赛，庶务组协助节目的策划及表演者的邀请，使颁奖晚宴在欢乐气氛中圆满落下帷幕。

### **149 周年院庆暨越南胡志明市欢乐家庭游**

本院董事委员、医师员工及家眷共 111 人，于 2016 年 10 月 29 日至 31 日，参与了 3 天 2 夜的越南胡志明市欢乐家庭游。庶务组协助组织第二晚的晚宴项目。所有参与者在旅馆的宴会厅齐聚一堂，享用丰盛的自助晚餐、玩趣味的游戏、参与幸运抽奖和敬酒仪式，期待日后同济队伍更壮大之时，同济大家庭有更多这样的机会再聚一堂。

## 图书馆组报告

主任：陈佳模

27/4/2017

### 一、图书馆会员情况

全年共收纳新会员 15 人。

### 二、图书馆藏书情况

2016 年 1 月至 12 月间图书馆借出书籍共 1014 本。

经系统统计，图书馆目前藏书共 18,261 本（包括 2016 年新购书籍 132 本）。

### 三、2015 年图书馆参观人数和团体

四、全年到图书馆借书和参观人数共 2487 人次。其中参观团体包括：

- 1) 《联合早报》记者
- 2) 中国财政部代表
- 3) 南大中医留英中西医研究代表
- 4) 《弟子规》台湾代表团
- 5) 新加坡卫生部长徐芳达先生和卫生部官员及中医管理委员会主席符喜泉女士
- 6) 中国《南方日报》深度工作室主任及记者
- 7) 新加坡中医学院代表
- 8) 中国华中师范大学东南亚历史研究学者
- 9) 香港中医学代表团
- 10) 新加坡华中师生
- 11) 《四库全书》居士们
- 12) 净空法师及代表团
- 13) 文物局官员
- 14) 中国中药管理局代表
- 15) 中国壮族医学院代表
- 16) 福建中医药大学图书馆张尊旺博士
- 17) 北京首都医科大学附属医院代表

#### 四、图书馆小组 2016 年工作总结

- 1) **图书馆更换新的图书管理软件：**经董事会批准，于 2015 年 8 月购买《鼎丰图书管理系统》。为了进行图书资料输入，因此于 2016 年开展了全馆的重整工作。
- 2) **书籍精检工作：**图书馆组成员和南大医师利用下班后的休息时间，清理各科重复、年代久远的旧书籍。
- 3) **重组馆内所有书籍的排列：**精检工作后，医师根据现代中医类别，重新分类所有书籍，并规划书架，进行排序。
- 4) **书籍标签工作：**书籍定位后，图书馆管理员和部分行政职员将所有书籍按排序贴上新的标签。
- 5) **线装古书保存处理工作：**每年定期给目前馆藏的 1733 本线装古书进行防潮、防虫措施，以让这批从清朝存留至今的古书得以继续保存。
- 6) **旧书处理：**精检工作后所淘汰的书籍共 2774 本。经商议，决定进行以下处理
  - ① 院内医师领取
  - ② 会员领取
  - ③ 赠送给病患或其他社会团体
- 7) **新书添购：**2016 年新购书籍 132 本。由于中医教材的更新，因此 2016 年图书馆添购了最新版本的“十三五”教材，供医师临床教学使用。同时根据各位医师的意见，购买了临床学习所需的参考书籍。
- 8) **学术期刊及中医杂志订阅：**有鉴于电脑化的日渐普及，许多学术文献可轻易于网上付费下载。图书馆组决定删减部分平日较少借阅的学术期刊，截至 2016 年底，已从 2015 年底订阅的 35 种学术期刊（全年付费\$2,153.30），删减至 22 种（全年付费\$1,270.00）。

#### 五、2016 年图书馆收费情况

月份	会员费	复印费	罚款	合计
1	20.00	50.15	1.40	71.55
2	60.00	47.05	-	107.05
3	-	60.90	-	60.90
4	60.00	40.40	-	100.40
5	60.00	83.35	60.00	203.35
6	20.00	54.30	-	74.30
7	20.00	59.25	4.00	79.25

月份	会员费	复印费	罚款	合计
8	20.00	18.05	—	38.05
9	—	57.00	—	57.00
10	—	36.30	10.00	46.30
11	40.00	47.80	—	87.80
12	—	34.50	—	34.50
合计	300.00	589.05	75.40	960.45

## 内部审计组报告

主任：张克荣

27/4/2017

2016 年内部审计组委员会工作《工作总结概要》：

1. 本院于 2016 年 12 月 12 日至 12 月 30 日，由卫生部所委任的审计公司 KPMG 进行了慈善团体监管准则审阅，审阅期介于 2015 年 8 月 1 日至 2016 年 7 月 31 日。KPMG 在审核过程中提出有关同济医院在监管水平、遵循法规与条例及内部监控这三个主要审查范围中一些需要改进之处。
2. KPMG 审核团队在正式开始审阅前的会议提到，由于本院在去年的总收入已逾\$10m，因此在慈善团体与公益机构监管准则的等级规模下已属于“高级”，即，大型慈善团体，因此所需要遵循的指导原则从 39 个增至 62 个。
3. KPMG 的初步报告中也在监管水平、遵循法规与条例及内部监控这 3 个方面提出了具体的本院需要改善的要点。审计组与 2017 年 1 月 10 月召开会议，针对 KPMG 提供的初步报告，进行进一步讨论与研究。针对部分违反条款，也给予解释更正。以下是 KPMG 提供报告所提出事项的概括：

### a) 合规报告 (Compliance Report)

1.	Issuance of Tax Deduction Receipts ( “TDRs” ) should be formally delegated
2.	Tax Deduction Receipts should only be issued for tax deductible donations
3.	Donation records maintained should be complete and accurate
4.	Accounting records maintained should be complete and accurate
5.	Fund-raising appeals exceeding S\$1 million should be disclosed separately
6.	Documents should be furnished to the Sector Administrator within six months after the close of each financial year
7.	Related party transactions should be adequately disclosed in the financial statements
8.	Information disclosed to the public should be accurate
9.	Agreements should be established with external organisations for fund-raising activities
10.	Disclosure of information in Annual Report should be adequate

上述所有项目，内部审计组逐一讨论后议决，都将根据 KPMG 的建议进行改进。

### b) 内部监控报告 (Internal Control Report)

KPMG 的报告具体列出以下各方面，本院需注意的细节。

#### A. GENERAL



A1.	Access rights to systems should be reviewed
A2.	Agreements should be signed with system service providers
<b>B. PROCUREMENT AND PAYMENTS</b>	
B1.	Controls over purchasing process should be enhanced
B2.	Controls over the sourcing of quotations should be enhanced
B3.	Contracts should be approved appropriately
B4.	Controls over the Approved Vendor List should be strengthened
B5.	Waiver of Quotation should be duly obtained
B6.	Controls over payments process should be enhanced
B7.	Controls over Petty Cash should be enhanced
B8.	Conflicting duties performed by the Warehouse Manager should be segregated
B9.	Fixed Deposits should be reviewed and approved prior to placement and renewal
B10.	Bank reconciliations should be performed regularly and long outstanding reconciling items should be followed up on
B11.	Gifts and Entertainment Policy should be established
B12.	Inventory should be adequately safeguarded
<b>C. REVENUE AND RECEIPTS</b>	
C1.	Process over monitoring of car park revenue should be strengthened
C2.	Controls over GIRO donations should be strengthened
C3.	Controls over receipts and donations should be strengthened
C4.	Insurance purchased should be adequate
C5.	Access to dual lock sale should be restricted
<b>D. HUMAN RESOURCE ( “HR” ) AND PAYROLL</b>	
D1.	First and last pay of employee should be calculated correctly and reviewed
D2.	Income Tax should be declared accurately
D3.	Calculation of medical claims should be clearly communicated to staff and subject to CPF deductions
D4.	Claims should have a validity period and be invalidated after reimbursement
D5.	Payment voucher procedures should be enhanced
D6.	Payroll reconciliation should be performed and reviewed
D7.	Personnel file should be maintained
D8.	Issuance of employment pass should be before commencement date
D9.	Conflict of Interest Policy and Declaration should be declared by all employees
D10.	Whistleblowing policy and channels should be established and communicated
D11.	Payslip should be acknowledged by recipient

D12.	HR Policies and Procedures should be updated and reviewed by appropriate personnel
<b>E. FINANCIAL AND PROGRAMME MANAGEMENT</b>	
E1.	Prior year audit adjustment should be recorded into the QuickBooks Accounting System
E2.	Adjusting entries for prepayment should be completed in a timely manner
E3.	Inactive account codes should be removed or deactivated from the system
E4.	Journal Voucher raised should be reviewed and approved by the appropriate authorities
<b>F. ANTI MONEY LAUNDERING AND TERRORIST FINANCING</b>	
F1.	Policy over reporting of Anti Money Laundering ( “AML” ) and Terrorist Financing ( “TF” ) activities should be established
F2.	Framework relating to management and monitoring of suspicious transactions reporting should be established

审计组会上讨论的要点包括 A1、B7、D1、D2。

- i. 其中有关本院各系统的权限问题，都已经遵循 KPMG 的建议而做出更正，内部审计小组也将跟进有关定期进入系统审核的事宜。另外，内部审计小组也会遵循建议，突击检查本院的小额现金（petty cash）。有关本院行政经理与医药研究院院长的假期。目前都是由系统自动批准的。会上经讨论同意，日后行政经理的假期，一律需要填写硬拷贝表格，并由秘书长签署后才能在系统申请，而医药研究院院长的假期，将由行政经理批准。
  - ii. 有关本院在支付新加入员工的首月薪金，和离职员工的最后薪金所出现的一些差异，循 KPMG 建议，需要追讨回多支出的薪金（overpayment），至于少付的薪金（underpayment），与会者经讨论决议就此告一段落。会上经讨论也一致同意，为避免再次出现纰漏，日后不足月的薪金，一律以工作天（working days）计算，而有关部分员工在 2015 年的薪金向 IRAS 呈报了不正确的数据，会计员将跟进处理。
  - iii. 同时，与会者也初步讨论 KPMG 提议本院建立 Gifts & Entertainment Policy (B11), Whistleblowing Policy (D10) 及 Anti-Money Laundering & Terrorism Financing Policy (F1) 的事宜。会上主席建议设立一个“举报箱”。有关建立此三方面的相关政策的事宜，内部审计组将跟进处理。
4. 最终，本院于 2017 年 3 月收到 KPMG 正式报告。在报告中，KPMG 从监管水平上出发，给本院的评分为 70/100，相比上次的 2009 年的审计评分 60/100 有所提高。

# 2016 年 财政报告

## **SINGAPORE THONG CHAI MEDICAL INSTITUTION**

[UEN: 196000175E]

[IPC No.: HEF0030/G]

[A public company limited by guarantee and not  
having share capital]

[Incorporated in the Republic of Singapore]

### **AUDITED FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016**

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## **Fiducia LLP**

(UEN: T10LL0955L)

Public Accountants and

Chartered Accountants of Singapore

71 Ubi Crescent  
Excalibur Centre #08-01  
Singapore 408571  
T: (65) 6846.8376  
F: (65) 6725.8161

## **DIRECTORS' STATEMENT**

The directors present their statement to the members together with the audited financial statements of the Company for the financial year ended 31 December 2016.

In the opinion of the directors,

- a) the financial statements as set out on pages 7 to 40 are drawn up so as to give a true and fair view of the financial position of the Company at 31 December 2016, and the financial performance, changes in funds and cash flows of the Company for the financial year then ended; and
- b) at the date of this statement, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they fall due.

## **Directors**

The directors of the Company in office at the date of this statement are:

Lim Guan Lee  
Teo Kek Tjok @ Teo Kek Yeng  
Yeo Eng Koon  
Low Kok Hua  
Lee Peng Shu  
Khoo Boo Liat  
Lim Cheng Eng  
Tan Tock Han  
Lim Tiang Chuan  
Kwa Soon Yau @ Kwa Eng Giap  
Goh Yong Joo  
Yang Tse Pin  
Lim Bong Guan  
Sun Li Min  
Chua Thiam Eng  
Low Theng Whee  
Zheng HuangFang  
Lee Chan Yoke  
Low Lam Seng (Liu NanSheng)  
Lim Hwee Hai  
Poh Boon Kher, Melvin (Fu Wenke, Melvin)  
Khua Kian Keong  
Loh Weng Kee  
Ng Kim Guat  
Tan Choy Tip  
Tan Beo @ Tan Kah Moh  
Sin Yen Suan  
Lim Hui Eng  
Tan Yeok Miang  
Oh Boon Shi (Hu WenShi)  
Ang Siok Cheow

**DIRECTORS' STATEMENT (Cont'd)**

**Arrangements to enable directors to acquire benefits**

Neither at the end of nor at any time during the financial year was the Company a party to any arrangement whose object is to enable the directors of the Company to acquire benefits by means of the acquisition of shares in, or debentures of, the Company or any other body corporate.

**Other matters**

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

**Independent auditor**

The independent auditor, Messrs. Fiducia LLP, Public Accountants and Chartered Accountants of Singapore, has expressed its willingness to accept re-appointment.

On behalf of the Board of Directors,



\_\_\_\_\_  
Lim Guan Lee  
Director



\_\_\_\_\_  
Tan Tock Han  
Director

Singapore, 13 JUL 2017

## **Fiducia LLP**

Public Accountants and  
Chartered Accountants of  
Singapore

71 Ubi Crescent  
Excalibur Centre #08-01  
Singapore 408571  
T: (65) 6846.8376  
F: (65) 6725.8161

Independent auditor's report to the members of:

### **SINGAPORE THONG CHAI MEDICAL INSTITUTION**

[UEN: 196000175E]

[IPC No.: HEF0030/G]

[A public company limited by guarantee and not having share capital]

[Incorporated in the Republic of Singapore]

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

### *Opinion*

We have audited the financial statements of SINGAPORE THONG CHAI MEDICAL INSTITUTION (the "Company"), which comprise the statement of financial position of the Company as at 31 December 2016, the statement of financial activities, statement of changes in funds and statement of cash flows of the Company for the financial 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 Companies Act, Chapter 50 (the "Companies Act"), the Charities Act, Chapter 37 and other relevant regulations (the "Charities Act and Regulations") and Financial Reporting Standards in Singapore ("FRSs") so as to give a true and fair view of the financial position of the Company as at 31 December 2016 and the financial performance, changes in the funds and cash flows of the Company for the year ended on that date.

### *Basis for Opinion*

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the Accounting and Corporate Regulatory Authority ("ACRA") Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities ("ACRA Code") together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Other Information*

Management is responsible for the other information. The other information comprises the Directors' Statement set out on pages 2 to 3 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.

## **Fiducia LLP**

Public Accountants and  
Chartered Accountants of  
Singapore

71 Ubi Crescent  
Excalibur Centre #08-01  
Singapore 408571  
T: (65) 6846.8376  
F: (65) 6725.8161

(CONT'D)

Independent auditor's report to the members of:

### **SINGAPORE THONG CHAI MEDICAL INSTITUTION**

[UEN: 196000175E]

[IPC No.: HEF0030/G]

[A public company limited by guarantee and not having share  
capital]

[Incorporated in the Republic of Singapore]

#### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the provisions of the Companies Act, the Charities Act and Regulations and FRSS, and for devising and maintaining a system of internal accounting controls sufficient to provide a reasonable assurance that assets are safeguarded against loss from unauthorised use or disposition; and transactions are properly authorised and that they are recorded as necessary to permit the preparation of true and fair financial statements and to maintain accountability of assets.

In preparing the financial statements, Management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

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

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Management.



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(CONT'D)

Independent auditor's report to the members of:

### **SINGAPORE THONG CHAI MEDICAL INSTITUTION**

[UEN: 196000175E]

[IPC No.: HEF0030/G]

[A public company limited by guarantee and not having share  
capital]

[Incorporated in the Republic of Singapore]

#### *Auditor's Responsibilities for the Audit of the Financial Statements (Cont'd)*

- Conclude on the appropriateness of Management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

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

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

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

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



#### **Fiducia LLP**

Public Accountants and  
Chartered Accountants  
Singapore,

**13 JUL 2017**

Partner-in-charge: Lee Choon Keat  
PAB. No.: 01721

*Audited Financial Statements*  
Year ended 31 December 2016

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016**

UNRESTRICTED FUNDS										RESTRICTED FUND	
Designated Funds										Care & Share Fund	
General Fund		Building Fund		Staff Welfare Fund		Sinking Fund		Designated Funds		Total Funds	
Note	S\$	S\$	S\$	S\$	S\$	S\$	S\$	S\$	S\$	S\$	S\$
<b>2016 INCOME</b>											
<b>Income from generating funds</b>											
<u>Voluntary income</u>											
5	4,963,270	0	0	0	0	0	0	0	0	4,963,270	
	0	0	0	0	0	0	0	0	0	899,100	0
5	2,403,175	0	0	0	0	0	0	0	0	0	0
5	53,226	0	0	0	0	0	0	0	0	0	0
	11,827	0	0	0	0	0	0	0	0	0	0
									</		

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

UNRESTRICTED FUNDS										RESTRICTED FUND	
	Note	Designated Funds						Care & Share Fund	Total Funds		
		General Fund	Building Fund	Staff Welfare Fund	Sinking Fund	Total Designated Funds	Share Fund				
										S\$	S\$
<b>2016</b>											
<b>LESS: EXPENDITURE</b>											
<b>Cost of generating funds</b>											
Bank charges		35,630	0	0	0	0	0	0	0	35,630	
Cost of charity envelope		105,240	0	0	0	0	0	0	0	105,240	
Anniversary magazine expenses		21,750	0	0	0	0	0	0	0	21,750	
Anniversary expenses		180,795	0	0	0	0	0	0	0	180,795	
Charity Golf expenses		44,243	0	0	0	0	0	0	0	44,243	
SG50 Charity Walkathon		13,956	0	0	0	0	0	0	0	13,956	
		401,614	0	0	0	0	0	0	0	401,614	
<b>Investment management costs</b>											
Property tax		191,995	0	0	0	0	0	0	0	191,995	
Repair and maintenance		329,867	0	0	0	0	0	0	0	329,867	
	7	521,862	0	0	0	0	0	0	0	521,862	
<b>Cost of charitable activities</b>											
Allowances		1,853	0	0	0	0	0	0	0	1,853	
General expenses		15,233	0	0	0	0	0	0	0	15,233	
Medicines and herbs		783,041	0	0	0	0	0	0	0	783,041	
Medical bottles	8	22,114	0	0	0	0	0	0	0	22,114	
Motor vehicles expenses		3,782	0	0	0	0	0	0	0	3,782	
Printing and stationery		13,890	0	0	0	0	0	0	0	13,890	
Balance c/f		839,913	0	0	0	0	0	0	0	839,913	

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

	Note	UNRESTRICTED FUNDS					RESTRICTED FUND	
		General Fund	Designated Funds				Share Fund	Total Funds
			Building Fund	Staff Welfare Fund	Sinking Fund	Total Designated Funds		
		S\$	S\$	S\$	S\$	S\$	S\$	
2016								
LESS: EXPENDITURE								
Cost of charitable activities (Cont'd)								
Balance b/f		839,913	0	0	0	0	839,913	
Rental and conservancy (AMK)		9,373	0	0	0	0	9,373	
Rental and conservancy (SK)		34,995	0	0	0	0	34,995	
Repair and maintenance		21,003	0	0	0	0	21,003	
Staff costs	9	2,758,881	0	0	0	0	2,758,881	
Uniform		1,200	0	0	0	0	1,200	
		3,665,365	0	0	0	0	3,665,365	
Governance and administrative costs								
Advertising		873	0	0	0	0	873	
Audit fee		11,770	0	0	0	0	11,770	
Commission fees		13,847	0	0	0	0	13,847	
Computer maintenance expenses		44,023	0	0	0	0	44,023	
Depreciation of property, plant and equipment								
Entertainment and refreshment	13	911,718	0	0	0	0	911,718	
General expenses		3,019	0	0	0	0	3,019	
Insurance		56,983	0	0	0	0	56,983	
Legal and professional fee		37,805	0	0	0	0	37,805	
Licence fee		37,261	0	0	0	0	37,261	
Medical expenses		358	0	0	0	0	358	
Newspaper and periodicals		5,365	0	0	0	0	5,365	
Postage		7,286	0	0	0	0	7,286	
Balance c/f		6,293	0	0	0	0	6,293	
		1,136,601	0	0	0	0	1,136,601	

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

		UNRESTRICTED FUNDS					RESTRICTED FUND	
		Designated Funds					Care & Share Fund	Total Funds
	General Fund	Building Fund	Staff Welfare Fund	Sinking Fund	Designated Funds			
Note	S\$	S\$	S\$	S\$	S\$	S\$	S\$	
2016								
LESS: EXPENDITURE								
Governance and administrative costs (Cont'd)								
Balance b/f	1,136,601	0	0	0	0	0	1,136,601	
Printing and stationery	51,777	0	0	0	0	0	51,777	
Staff costs	530,229	0	0	0	0	0	530,229	
Staff training	0	0	108,270	0	108,270	0	108,270	
Telephone	19,529	0	0	0	0	0	19,529	
Transport	210	0	0	0	0	0	210	
Water and electricity	202,749	0	0	0	0	0	202,749	
Balance carried forward	1,941,095	0	108,270	0	108,270	0	2,049,365	
TOTAL EXPENDITURE	6,529,936	0	108,270	0	108,270	0	6,638,206	
Net income for the year	10,480,046	0	198,908	0	198,908	899,100	11,578,054	
Total funds brought forward	58,213,294	6,000,000	427,249	2,431,915	8,859,164	450,900	67,523,358	
Transfers between funds	(133,150)	0	0	133,150	133,150	0	0	
Total funds carried forward	68,560,190	6,000,000	626,157	2,565,065	9,191,222	1,350,000	79,101,412	

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

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

	Note	UNRESTRICTED FUNDS				RESTRICTED FUND	
		Designated Funds				Care & Share Fund	Total Funds
		General Fund	Building Fund	Staff Welfare Fund	Sinking Fund	Designated Funds	
		S\$	S\$	S\$	S\$	S\$	S\$
<b>2015</b>							
<b>Income from generating funds</b>							
<u>Voluntary income</u>							
Donations	5	3,819,305	0	0	0	0	3,819,305
Care & Share		0	0	0	0	450,900	450,900
Charity box collections	5	2,392,000	0	0	0	0	2,392,000
Miscellaneous donations	5	65,167	0	0	0	0	65,167
Membership fees		4,439	0	0	0	0	4,439
<u>Activities for generating funds</u>							
Golf Cycle Chairman Cup	5	259,500	0	0	0	0	259,500
Library fees		1,457	0	0	0	0	1,457
SG50 Charity Walkathon	5	1,060,504	0	0	0	0	1,060,504
		7,602,372	0	0	0	450,900	8,053,272
<b>Investment income</b>							
Fixed deposits interest income	6	416,603	0	0	0	0	416,603
Rental income	7	1,765,592	0	0	0	0	1,765,592
Car park fees		35,288	0	0	0	0	35,288
		2,217,483	0	0	0	0	2,217,483
<b>Other income</b>							
Other income		14,590	0	0	0	0	14,590
Government grants		0	0	226,969	0	0	226,969
		14,590	0	226,969	0	0	241,559
<b>TOTAL INCOME</b>		9,834,445	0	226,969	0	450,900	10,512,314

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

	Note	UNRESTRICTED FUNDS					RESTRICTED FUND	
		General Fund	Designated Funds			Total Designated Funds S\$	Share Fund	Care & Share Fund
		S\$	Building Fund	Staff Welfare Fund	Sinking Fund		S\$	S\$
<b>2015</b>								
<b>LESS: EXPENDITURE</b>								
<b>Cost of generating funds</b>								
Bank charges		23,916	0	0	0	0	0	23,916
Cost of charity envelope		63,608	0	0	0	0	0	63,608
SG50 Charity Walkathon		63,200	0	0	0	0	0	63,200
		150,724	0	0	0	0	0	150,724
<b>Investment management costs</b>								
Property tax		194,986	0	0	0	0	0	194,986
Repair and maintenance	7	389,318	0	0	0	0	0	389,318
		584,304	0	0	0	0	0	584,304
<b>Cost of charitable activities</b>								
Allowances		2,914	0	0	0	0	0	2,914
General expenses		15,519	0	0	0	0	0	15,519
Computer maintenance expenses		858	0	0	0	0	0	858
Medicines and herbs		683,748	0	0	0	0	0	683,748
Medical bottles	8	20,133	0	0	0	0	0	20,133
Motor vehicles expenses		11,832	0	0	0	0	0	11,832
Printing and stationery		7,341	0	0	0	0	0	7,341
Rental and conservancy (AMK)		9,302	0	0	0	0	0	9,302
Rental and conservancy (SK)		37,975	0	0	0	0	0	37,975
Repair and maintenance		26,702	0	0	0	0	0	26,702
Staff costs	9	2,602,492	0	0	0	0	0	2,602,492
Uniform		5,220	0	0	0	0	0	5,220
		3,424,036	0	0	0	0	0	3,424,036

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

	Note	UNRESTRICTED FUNDS				RESTRICTED FUND	
		Designated Funds				Share Fund	Total Funds
		General Fund	Building Fund	Staff Welfare Fund	Sinking Fund	Designated Funds	
		S\$	S\$	S\$	S\$	S\$	S\$
<b>2015</b>							
<b>LESS: EXPENDITURE</b>							
<b>Governance and administrative costs</b>							
Advertising		1,042	0	0	0	0	1,042
Audit fee		6,634	0	0	0	0	6,634
Commission fees		4,813	0	0	0	0	4,813
Computer maintenance expenses		60,464	0	0	0	0	60,464
Depreciation of property, plant and equipment	13	838,056	0	0	0	0	838,056
Entertainment and refreshment		3,347	0	0	0	0	3,347
General expenses		24,317	0	0	0	0	24,317
Insurance		35,857	0	0	0	0	35,857
Legal and professional fee		31,500	0	0	0	0	31,500
Licence fee		118	0	0	0	0	118
Medical expenses		6,059	0	0	0	0	6,059
Newspaper and periodicals		1,991	0	0	0	0	1,991
Postage		5,269	0	0	0	0	5,269
Printing and stationery		35,046	0	0	0	0	35,046
Staff costs	9	553,653	0	0	0	0	553,653
Staff training		0	0	37,648	0	37,648	37,648
Telephone		21,394	0	0	0	0	21,394
Transport		796	0	0	0	0	796
Water and electricity		239,307	0	0	0	0	239,307
Balance carried forward		1,869,663	0	37,648	0	37,648	1,907,311
<b>TOTAL EXPENDITURE</b>		6,028,727	0	37,648	0	37,648	6,066,375



**STATEMENT OF FINANCIAL ACTIVITIES FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016 (Cont'd)**

	UNRESTRICTED FUNDS					RESTRICTED FUND	
	General Fund	Designated Funds				Care & Share Fund	Total Funds
		Building Fund	Staff Welfare Fund	Sinking Fund	Total Designated Funds		
	S\$	S\$	S\$	S\$	S\$	S\$	S\$
2015							
Net income for the year	3,805,718	0	189,321	0	189,321	450,900	4,445,939
Total funds brought forward	54,525,705	6,000,000	237,928	2,313,786	8,551,714	0	63,077,419
Transfers between funds	(118,129)	0	0	118,129	118,129	0	0
Total funds carried forward	58,213,294	6,000,000	427,249	2,431,915	8,859,164	450,900	67,523,358

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

**STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2016**

	Note	2016 S\$	2015 S\$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	10	43,877,985	38,073,229
Other receivables	11	476,061	351,878
Inventories	12	92,714	64,002
		<u>44,446,760</u>	<u>38,489,109</u>
<b>Non-current assets</b>			
Property, plant and equipment	13	4,761,199	5,510,216
Investment properties	14	30,350,000	23,980,000
		<u>35,111,199</u>	<u>29,490,216</u>
<b>Total assets</b>		<u>79,557,959</u>	<u>67,979,325</u>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Other payables	15	456,547	455,967
<b>Total liabilities</b>		<u>456,547</u>	<u>455,967</u>
<b>NET ASSETS</b>		<u>79,101,412</u>	<u>67,523,358</u>
<b>FUNDS</b>			
<b>Unrestricted fund</b>			
General Fund	16	68,560,190	58,213,294
<b>Designated funds</b>			
Building Fund	17	6,000,000	6,000,000
Staff Welfare Fund	18	626,157	427,249
Sinking Fund	19	2,565,065	2,431,915
		<u>9,191,222</u>	<u>8,859,164</u>
<b>Restricted fund</b>			
Care & Share Fund	20	1,350,000	450,900
<b>TOTAL FUNDS</b>		<u>79,101,412</u>	<u>67,523,358</u>

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

**STATEMENT OF CHANGES IN FUNDS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016**

	Note	Balance at beginning of year S\$	Net income for the year S\$	Transfers between funds S\$	Balance at end of year S\$
<b>2016</b>					
<b>Unrestricted fund</b>					
General Fund	16	58,213,294	10,480,046	(133,150)	68,560,190
<b>Designated funds</b>					
Building Fund	17	6,000,000	0	0	6,000,000
Staff Welfare Fund	18	427,249	198,908	0	626,157
Sinking Fund	19	2,431,915	0	133,150	2,565,065
		8,859,164	198,908	133,150	9,191,222
<b>Restricted fund</b>					
Care & Share Fund	20	450,900	899,100	0	1,350,000
Total Funds		67,523,358	11,578,054	0	79,101,412

	Note	Balance at beginning of year S\$	Net income for the year S\$	Transfers between funds S\$	Balance at end of year S\$
<b>2015</b>					
<b>Unrestricted fund</b>					
General Fund	16	54,525,705	3,805,718	(118,129)	58,213,294
<b>Designated funds</b>					
Building Fund	17	6,000,000	0	0	6,000,000
Staff Welfare Fund	18	237,928	189,321	0	427,249
Sinking Fund	19	2,313,786	0	118,129	2,431,915
		8,551,714	189,321	118,129	8,859,164
<b>Restricted fund</b>					
Care & Share Fund	20	0	450,900	0	450,900
Total Funds		63,077,419	4,445,939	0	67,523,358

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

**STATEMENT OF CASH FLOWS**  
**FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016**

	Note	2016 S\$	2015 S\$
<b>Cash flows from operating activities</b>			
Net income for the year		11,578,054	4,445,939
Adjustments for:			
- Depreciation of property, plant and equipment	13	911,718	838,056
- Fixed deposits interest income		(574,151)	(416,603)
- Fair value gain on investment properties		(6,370,000)	0
Operating cash flow before working capital changes		5,545,621	4,867,392
Changes in operating assets and liabilities			
- Inventories		(28,712)	14,841
- Other receivables		(105,624)	(14,543)
- Other payables		580	27,475
<b>Net cash generated from operating activities</b>		<u>5,411,865</u>	<u>4,895,165</u>
<b>Cash flows from investing activities</b>			
Purchases of property, plant and equipment	13	(162,701)	(459,182)
Fixed deposits interest received		555,592	330,843
<b>Net cash generated from/ (used in) investing activities</b>		<u>392,891</u>	<u>(128,339)</u>
<b>Net increase in cash and cash equivalents</b>		5,804,756	4,766,826
Cash and cash equivalents at beginning of financial year		38,073,229	33,306,403
<b>Cash and cash equivalents at end of financial year</b>		<u>43,877,985</u>	<u>38,073,229</u>
<b>Cash and cash equivalents comprise:</b>			
Cash in hand	10	198	729
Cash at banks	10	2,467,642	3,217,946
Fixed deposits	10	41,410,145	34,854,554
		<u>43,877,985</u>	<u>38,073,229</u>

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

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2016**

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

**1. General information**

Singapore Thong Chai Medical Institution (the "Company") is a public company limited by guarantee and not having share capital. The Company is incorporated and domiciled in Singapore. The address of its registered office is located at 50 Chin Swee Road, #01-01 Thong Chai Building, Singapore 169874.

The Company is a charity registered under the Charities Act, Chapter 37 since 25 November 1983. The Company has been accorded the Institution of a Public Character ("IPC") status until 30 June 2018.

The principal activities of the Company are those of providing free medical services to all persons, accepting and receiving of donations or properties and to do all such other things as may be deemed incidental or conducive to the attainment of the objective of providing free medical facilities and treatment.

**2. Significant accounting policies**

**2.1 Basis of preparation**

The financial statements have been prepared in accordance with Singapore Financial Reporting Standards ("FRSs") and Charities Act (Chapter 37). The financial statements have been prepared under the historical cost convention except as disclosed in the accounting policies below.

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

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

**2.1.1 Interpretations and amendments to published standards effective in 2016**

In the current financial year, the Company has adopted all the new and revised FRS and Interpretations of FRS ("INT FRS") that are relevant to its operations and effective on 1 January 2016. The adoption of the standard did not have any material effect on the financial statements.

**2. Significant accounting policies (Cont'd)****2.1 Basis of preparation (Cont'd)****2.1.2 Standards issued but not yet effective**

The Company did not early adopt the following relevant new/ revised FRS, INT FRS and amendments to FRSs that were issued at the date of authorisation of these financial statements but not yet effective until future period:

Description	Effective for annual periods beginning on or after
FRS 109 Financial instruments	1 January 2018
FRS 115 Revenue from contracts with customers	1 January 2018
FRS 116 Leases	1 January 2019

Management believes that the adoption of the revised standards and interpretations will have no material impact on the financial statements in the period of initial application.

Below are the mandatory standards, amendments and interpretations to existing standards that have been published, and are relevant for the Company's accounting periods beginning on or after 1 January 2017 and which the Company has not early adopted:

FRS 115 *Revenue from contracts with customers* (effective for annual periods beginning on or after 1 January 2018)

This is the converged standard on revenue recognition. It replaces FRS11 Construction contracts, FRS 18 Revenue, and related interpretations. Revenue is recognised when a customer obtains control of a good or service. A customer obtains control when it has the ability to direct the use of and obtain the benefits from the good or service.

The core principle of FRS 115 is that an entity recognises revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services.

An entity recognises revenue in accordance with that core principle by applying the following steps

- Step 1: Identify the contract(s) with a customer
- Step 2: Identify the performance obligations in the contract
- Step 3: Determine the transaction price
- Step 4: Allocate the transaction price to the performance obligations in the contract
- Step 5: Recognise revenue when (or as) the entity satisfies a performance obligation

FRS 115 also includes a cohesive set of disclosure requirements that will result in an entity providing users of financial statements with comprehensive information about the nature, amount, timing and uncertainty of revenue and cash flows arising from the entity's contracts with customers.

Management is currently assessing the effects of applying the new standard on the Company's financial statements.

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

### **2.2 Income recognition**

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

#### **2.2.1 Donations**

Donations are taken up and accrued as and when they are committed. Those uncommitted donations, income from charity events and all income except as listed below, are recognised on receipt basis. Donations-in-kind are recognised when the fair value of the assets received can be reasonably ascertained.

#### **2.2.2 Rental income**

Rental income arising from operating leases on investment properties is accounted for on a straight-line basis over the lease term. The aggregate costs of incentives provided to lessees are recognised as a reduction of rental income over the lease term on a straight-line basis.

#### **2.2.3 Interest income**

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

#### **2.2.4 Membership fees**

Membership subscriptions are recognised on receipt basis, as they are not refundable.

#### **2.2.5 Library fees**

Library fee are recognised on receipt basis.

#### **2.2.6 Car park fees**

Car park fees from tenants are recognised on accrual basis. Car park fees from non-tenants are recognised on receipt basis.

#### **2.2.7 Government grants**

Government grants are recognised as income in the financial statements over the periods necessary to match them with the related costs, which they are intended to compensate on a systematic basis.

#### **2.2.8 Other income**

Other income is recognised when received.

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

### **2.3 Expenditure recognition**

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

#### **2.3.1 Cost of generating funds**

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

#### **2.3.2 Cost of charitable activities**

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

#### **2.3.3 Governance and administrative costs**

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

### **2.4 Property, plant and equipment**

#### *Measurement*

All property, plant and equipment are initially recognised at cost and subsequently carried at cost less accumulated depreciation and accumulated impairment losses. The cost of an item of property, plant and equipment initially recognised includes its purchase price and any costs that are directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by Management.

#### *Depreciation*

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

	Useful lives
Leasehold building and properties	50 years
Furniture and fittings	20 years
Motor vehicles	5 years
Office and other equipment	5-10 years
Renovation	10 years
Freehold land is not depreciated	

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



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

### **2.4 Property, plant and equipment (Cont'd)**

#### *Subsequent expenditure*

Subsequent expenditure relating to property, plant and equipment that has already been recognised is added to the carrying amount of the asset only when it is probable that future economic benefits associated with the item will flow to the Company and the cost of the item can be measured reliably. Other subsequent expenditure is recognised as repair and maintenance expenses in the statement of financial activities during the financial year in which it is incurred.

#### *Disposal*

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

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

### **2.5 Investment properties**

Investment properties include those portions of office buildings that are held for long-term rental yields and/ or for capital appreciation and land under operating leases that is held for a long-term capital appreciation or for a currently indeterminate use. Investment properties include properties that are being constructed or developed for future use as investment properties.

Investment property are initially recognised at cost and subsequently carried at fair value, determined annually by independent professional valuers on the highest-and-best-use basis. Changes in fair values are recognised in statement of financial activities.

Investment properties are subject to renovations or improvements at regular intervals. The cost of major renovations and improvements is capitalised and the carrying amounts of the replaced components are recognised in profit and loss. The cost of maintenance, repairs and minor improvements is recognised in profit or loss when incurred.

On disposal of an investment property, the difference between the disposal proceeds and the carrying amount is recognised in the statement of financial activities.

### **2.6 Impairment of non-financial assets**

Non-financial assets are reviewed for impairment whenever there is any indication that these assets may be impaired. If any such indication exists, the recoverable amount (i.e. the higher of the fair value less cost to sell and value in use) of the assets is estimated to determine the amount of impairment loss.

For the purpose of impairment testing of the assets, recoverable amount is determined on an individual asset basis unless the asset does not generate cash flows that are largely independent of those from other assets. If this is the case, recoverable amount is determined for the cash-generating unit (CGU) to which the asset belongs.

If the recoverable amount of the asset (or CGU) is estimated to be less than its carrying amount, the carrying amount of the asset (or CGU) is reduced to its recoverable amount. The impairment loss is recognised in the statement of financial activities.

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

### **2.6 Impairment of non-financial assets (Cont'd)**

An impairment loss for an asset is reversed if, there has been a change in the estimates used to determine the assets' recoverable amount since the last impairment loss was recognised. The carrying amount of an asset is increased to its revised recoverable amount, provided that this amount does not exceed the carrying amount that would have been determined (net of depreciation) had no impairment loss been recognised for the asset in prior years. A reversal of impairment loss for an asset is recognised in the statement of financial activities.

### **2.7 Financial assets**

#### **2.7.1 Classification**

The Company classifies its financial assets as loans and receivables. The classification depends on the purpose for which the assets were acquired. Management determines the classification of its financial assets at initial recognition and re-evaluates this designation at every reporting date.

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 those maturing later than 12 months after the statement of financial position date, which are classified as non-current assets. Loans and receivables are classified within "Cash and cash equivalents" and "Other receivables" on the statement of financial position.

#### **2.7.2 Recognition and derecognition**

Usual purchases and sales of financial assets are recognised on trade-date – the date on which the Company commits to purchase or sell the asset.

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

#### **2.7.3 Initial measurement**

Financial assets are initially recognised at fair value plus transaction costs.

#### **2.7.4 Subsequent measurement**

Loans and receivables are subsequently carried at amortised cost using the effective interest method.

#### **2.7.5 Impairment**

The Company assesses at each reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired and recognises an allowance for impairment when such evidence exists.

Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments is considered indicators that the receivable is impaired.

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

### **2.7 Financial assets (Cont'd)**

#### **2.7.5 Impairment (Cont'd)**

An allowance for impairment of loans and receivables including other receivables, is recognised when there is objective evidence that the Company will not be able to collect all amounts due according to the original terms of the receivables.

The amount of the allowance is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate. When the amount becomes uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are recognised against the same line item in profit or loss.

The allowance for impairment loss account is reduced through profit or loss in a subsequent period when the amount of impairment losses decreases and the related decrease can be objectively measured. The carrying amount of the asset previously impaired is increased to the extent that the new carrying amount does not exceed the amortised cost had no impairment been recognised in prior periods.

### **2.8 Cash and cash equivalents**

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

### **2.9 Other receivables**

Other receivables are initially recognised at fair value, and subsequently carried at amortised cost, using the effective interest method.

### **2.10 Inventories**

Inventories are stated at the lower of cost and net realisable value. Cost is calculated using the weighted average method.

### **2.11 Financial liabilities**

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

Financial liabilities which are due to be settled within 12 months after the reporting date are presented as current liabilities in the statement of financial position even though the original term was for a period longer than 12 months and an agreement to refinance, or to reschedule payments, on a long-term basis is completed after the reporting date and before the financial statements are authorised for issue. Other financial liabilities due to be settled more than 12 months after the reporting date are presented as non-current liabilities in the statement of financial position.

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

### **2.11 Financial liabilities (Cont'd)**

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

### **2.12 Other payables**

Other payables represent liabilities for goods and services provided to the Company prior to the end of financial year, which are unpaid. They are classified as current liabilities if payment is due within one year or less (or in the normal operating cycle of the business if longer). Otherwise, they are presented as non-current liabilities.

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

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

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

### **2.14 Operating leases as lessee**

Finance leases which transfer to the Company substantially all the risks and rewards incidental to ownership of the leased item, are capitalised at the inception of the lease at the fair value of the leased asset or, if lower, at the present value of the minimum lease payments. Any initial direct costs are also added to the amount capitalised. Lease payments are apportioned between the finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are charged to profit or loss. Contingent rents, if any, are charged as expenses in the periods in which they are incurred.

Capitalised leased assets are depreciated over the shorter of the estimated useful life of the asset and the lease term, if there is no reasonable certainty that the Company will obtain ownership by the end of the lease term.

Operating lease payments are recognised as an expense in profit or loss on a straight-line basis over the lease term. The aggregate benefit of incentives provided by the lessor is recognised as a reduction of rental expense over the lease term on a straight-line basis.

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

### **2.15 Employee compensation**

#### **2.15.1 Defined contribution plans**

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

#### **2.15.2 Employee leave entitlement**

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

### **2.16 Foreign currencies**

Transactions in foreign currencies are measured in Singapore dollars and recorded at exchange rates approximating those ruling at the transaction dates. Foreign currency monetary assets and liabilities are measured using the exchange rates ruling at the reporting date. All exchange differences are recognised in the statement of financial activities.

### **2.17 Funds**

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

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

### **2.18 Contingencies**

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

### **2.19 Events after the reporting date**

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

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

### **2.20 Related party**

A related party is defined as follows:

- (a) A person or a close member of that person's family is related to the Company if that person:
  - (i) Has control or joint control over the Company;
  - (ii) Has significant influence over the Company; or
  - (iii) Is a member of the key management personnel of the Company or of a parent of the Company;
- (b) An entity is related to the Company if any of the following conditions applies:
  - (i) The entity and the Company are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others;
  - (ii) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member);
  - (iii) Both entities are joint ventures of the same third party;
  - (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity;
  - (v) The entity is a post-employment benefit plan for the benefit of employees of either the Company or an entity related to the Company. If the Company is itself such a plan, the sponsoring employers are also related to the Company;
  - (vi) The entity is controlled or jointly controlled by a person identified in (a);
  - (vii) A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity)
  - (viii) The entity, or any member of a group of which it is a part, provides key management personnel services to the reporting entity or to the parent of the reporting entity.

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

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

### **3.1 Judgements made in applying accounting policies**

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

### **3. Significant accounting judgements and estimates (Cont'd)**

#### **3.2 Key sources of estimation uncertainty**

The key assumptions concerning the future and other key sources of estimation uncertainty at the end of the reporting period are discussed below. The Company based its assumptions and estimates on parameters available when the financial statements were prepared. Existing circumstances and assumptions about future developments, however, may change due to market changes or circumstances arising beyond the control of the Company. Such changes are reflected in the assumptions when they occur.

##### *Useful lives of property, plant and equipment*

Management determines the estimated useful lives and the related depreciation for its property, plant and equipment based on the period over which the property, plant and equipment are expected to provide economic benefits. Management's estimation of the useful lives of property, plant and equipment is based on collective assessment of industry practice, internal technical evaluation and experience with similar assets.

The estimation of the useful lives of the property, plant and equipment could change significantly due to physical wear and tear, technical or commercial obsolescence and legal or other limits on the use of property, plant and equipment. The depreciation charge is increased where useful lives are less than previously estimated lives.

The carrying value of property, plant and equipment as of 31 December 2016 and 2015 is S\$4,761,199 and S\$5,510,216 respectively.

Based on Management's assessment, no change in the estimated useful lives of property, plant and equipment is required as of 31 December 2016 and 2015.

### **4. Income tax**

The Company is a charity registered under the Charities Act since 25 November 1983. Consequently, the income of the Company is exempted from tax under the provisions of Section 13 of the Income Tax Act Cap. 134.

### **5. Donations**

	2016 S\$	2015 S\$
Tax exempt donations	4,863,298	4,494,128
Non-tax exempt donations	3,271,171	3,102,348
	<u>8,134,469</u>	<u>7,596,476</u>

The donations were allocated as follows:

• Donations	4,963,270	3,819,305
• Charity box collection	2,403,175	2,392,000
• Miscellaneous donations	53,226	65,167
• Golf Cycle Chairman Cup	0	259,500
• Anniversary income	293,700	0
• Golf tournament income	421,098	0
• SG50 Charity Walkathon income	0	1,060,504
	<u>8,134,469</u>	<u>7,596,476</u>

**6. Fixed deposits and interest income**

	Note	Principals S\$	Interest S\$
<b>2016</b>			
Bank of China Limited		4,910,688	38,209
CIMB Bank Berhad		4,864,256	95,897
Hong Leong Finance Limited		9,326,620	108,420
RHB Bank Berhad		101,589	760
Singapura Finance Limited		7,853,279	105,052
Sing Investments & Finance Limited		13,581,108	224,171
United Overseas Bank Limited		772,605	1,642
	10	<u>41,410,145</u>	<u>574,151</u>
<b>2015</b>			
Bank of China Limited		4,872,592	37,931
CIMB Bank Berhad		5,803,960	87,930
Hong Leong Finance Limited		8,767,901	123,716
RHB Bank Berhad		604,264	4,420
Singapura Finance Limited		7,785,938	80,856
Sing Investments & Finance Limited		6,249,233	80,170
United Overseas Bank Limited		770,666	1,580
	10	<u>34,854,554</u>	<u>416,603</u>

**7. Rental income**

	Gross income S\$	Direct expenses S\$	Net income S\$
<b>2016</b>			
Thong Chai Building – Office	769,009	393,542	375,467
67, 69, 71, 73, 75 & 77 South Bridge Road	876,918	110,560	766,358
33 Mosque Street	133,633	13,920	119,713
51 Farleigh Avenue	46,200	1,920	44,280
5B Hoe Chiang Road	27,600	1,920	25,680
	<u>1,853,360</u>	<u>521,862</u>	<u>1,331,498</u>
<b>2015</b>			
Thong Chai Building – Office	764,539	456,029	308,510
67, 69, 71, 73, 75 & 77 South Bridge Road	789,825	110,709	679,116
33 Mosque Street	137,428	13,606	123,822
51 Farleigh Avenue	46,200	2,040	44,160
5B Hoe Chiang Road	27,600	1,920	25,680
	<u>1,765,592</u>	<u>584,304</u>	<u>1,181,288</u>

Direct expenses include property tax and repair and maintenance attributable to manage the properties.



## 8. Medicines and herbs used

	Note	2016 S\$	2015 S\$
<u>Medicines</u>			
At beginning of financial year		22,752	24,288
Purchases during the year		519,990	367,951
At end of financial year	12	(43,580)	(22,752)
		<u>499,162</u>	<u>369,487</u>
<u>Herbs</u>			
At beginning of financial year		41,250	54,555
Purchases during the year		291,763	300,956
At end of financial year	12	(49,134)	(41,250)
		<u>283,879</u>	<u>314,261</u>
Total medicines and herbs used		<u>783,041</u>	<u>683,748</u>

## 9. Staff costs

Included in the expenses expended are the following staff costs:

	2016 S\$	2015 S\$
Salaries and bonuses	2,903,720	2,807,758
Employer's contribution to CPF	375,564	341,184
SDL, CDAC & FWL	9,826	7,203
	<u>3,289,110</u>	<u>3,156,145</u>
The staff costs were allocated as follows:		
• Costs of charitable activities	2,758,881	2,602,492
• Governance and administrative cost	530,229	553,653
	<u>3,289,110</u>	<u>3,156,145</u>

## 10. Cash and cash equivalents

	Note	2016 S\$	2015 S\$
Cash on hand		198	729
Cash at banks		<u>2,467,642</u>	<u>3,217,946</u>
		2,467,840	3,218,675
Fixed deposits	6	<u>41,410,145</u>	<u>34,854,554</u>
		<u>43,877,985</u>	<u>38,073,229</u>

The fixed deposits mature within 11 months (2015: 11 months) from the financial year end and earn interest at rate of 0.10% to 1.95% (2015: 0.25% to 1.85%) per annum.

At the reporting date, the carrying amounts of cash and cash equivalents approximate their fair values.

**11. Other receivables**

	2016 S\$	2015 S\$
Interest receivables on fixed deposits	285,342	266,783
Rental receivables	7,386	0
Deposits	53,301	57,651
Prepayments	130,032	27,444
	<u>476,061</u>	<u>351,878</u>

At the reporting date, the carrying amounts of other receivables approximate their fair value.

**12. Inventories**

	Note	2016 S\$	2015 S\$
Medicines	8	43,580	22,752
Herbs	8	<u>49,134</u>	<u>41,250</u>
		<u>92,714</u>	<u>64,002</u>

As disclosed in Note 8, the cost of inventories recognised as an expense in the statement of financial activities amounted to S\$783,041 (2015: S\$683,748).

**13. Property, plant and equipment**

	Leasehold land	Leasehold building	Furniture and fittings	Motor vehicle	Office and other equipment	Renovations	Total
	S\$	S\$	S\$	S\$	S\$	S\$	S\$
<b>Cost</b>							
At 1 January 2015	708,765	3,490,166	197,863	68,600	819,176	8,326,827	13,611,397
Additions	0	0	9,352	0	132,878	316,952	459,182
At 31 December 2015	708,765	3,490,166	207,215	68,600	952,054	8,643,779	14,070,579
Additions	0	0	3,547	0	53,840	105,314	162,701
At 31 December 2016	708,765	3,490,166	210,762	68,600	1,005,894	8,749,093	14,233,280
<b>Accumulated depreciation</b>							
At 1 January 2015	0	3,088,796	120,552	68,600	557,739	3,886,620	7,722,307
Depreciation charge	0	69,803	6,376	0	61,305	700,572	838,056
At 31 December 2015	0	3,158,599	126,928	68,600	619,044	4,587,192	8,560,363
Depreciation charge	0	69,803	5,169	0	86,386	750,360	911,718
At 31 December 2016	0	3,228,402	132,097	68,600	705,430	5,337,552	9,472,081
<b>Carrying amount</b>							
31 December 2015	708,765	331,567	80,287	0	333,010	4,056,587	5,510,216
31 December 2016	708,765	261,764	78,665	0	300,464	3,411,541	4,761,199

**13. Property, plant and equipment (Cont'd)**

Location and cost of leasehold land and building is as follows:

	2015 S\$	2014 S\$
*50 Chin Swee Road – Thong Chai Building	<u>4,198,931</u>	<u>4,198,931</u>

\* Major portion of the leasehold building is held for use in the supply of services and for administration purposes. An insignificant portion of the property is held to earn rental. Thus the building is classified under FRS 16 Property, plant and equipment.

**14. Investment properties**

	2016 S\$	2015 S\$
At beginning of financial year	23,980,000	23,980,000
Fair value changes recognised in statement of financial activities	<u>6,370,000</u>	<u>0</u>
At end of financial year	<u>30,350,000</u>	<u>23,980,000</u>

Details of the valuation of investment-donated properties are as follows:

(a) The investment properties were donated to the Company in 1971. The investment properties were valued by Vantage Valuers & Property Consultant Pte. Ltd. based on the "open market value" basis as at 31 December 2016 on 2 January 2017.

<u>Locations</u>	<u>Usage</u>	<u>S\$</u>
5B Hoe Chiang Road Singapore 089312	Leased out to third parties	950,000
51 Farleigh Avenue Singapore 557825	Leased out to third parties	<u>2,900,000</u>
		<u>3,850,000</u>

(b) The investment properties were purchased by the Company. The investment properties were valued by Vantage Valuers & Property Consultant Pte. Ltd. based on the "open market value" basis as at 31 December 2016 on 3 January 2017.

<u>Locations</u>	<u>Usage</u>	<u>S\$</u>
33 Mosque Street Singapore 059511	Leased out to third parties	5,600,000
67 South Bridge Road Singapore 058697	Leased out to third parties	4,800,000
69 & 71 South Bridge Road Singapore 058699	Leased out to third parties	8,300,000
73 & 75 South Bridge Road Singapore 058703	Leased out to third parties	4,300,000
77 South Bridge Road Singapore 058707	Leased out to third parties	<u>3,500,000</u>
		<u>26,500,000</u>

**14. Investment properties (Cont'd)**

The following amounts are recognised in the statement of financial activities:

	2016 S\$	2015 S\$
<u>Statement of financial activities</u>		
Rental income (Note 7)	1,084,351	1,001,053
Direct expenses arising from rental generating properties (Note 7)	<u>128,320</u>	<u>128,275</u>

**15. Other payables**

	2016 S\$	2015 S\$
Advanced rental and car park fee	8,043	14,169
Other payables	68,538	46,273
GST payables	35,172	20,952
Tenants' deposits	288,491	266,162
Library membership deposit	150	150
Accruals	<u>56,153</u>	<u>108,261</u>
	<u>456,547</u>	<u>455,967</u>

Other payables are non-interest bearing and are normally settled in 30 days' terms.

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

	2016 S\$	2015 S\$
Singapore Dollar	456,547	450,505
Hong Kong Dollar	<u>0</u>	<u>5,462</u>
	<u>456,547</u>	<u>455,967</u>

At the reporting date, the carrying amounts of other payables approximate their fair values.

**16. General Fund**

The General Fund is for the purpose of meeting operating expenses incurred by the Company.

**17. Building Fund**

The Building Fund was established pursuant to a resolution passed at the 9<sup>th</sup> meeting of No.113 Board of Directors held on 19 August 2010 and it was established to remodel Singapore Thong Chai Building at 50 Chin Swee Road.

**18. Staff Welfare Fund**

The Staff Welfare Fund was established to monitoring the utilization fund received from the government, which was proposed by the Management to be set-aside for staffs' training purpose.

**19. Sinking Fund**

The Sinking Fund was established pursuant to a resolution passed at the 3<sup>rd</sup> meeting of No. 112 Board of Directors held on 18 November 2007.

On 31 December 2016, the amount of S\$133,150 (2015: S\$118,129) which represents 10% (2015: 10%) of net annual rental income of S\$1,331,498 (2015: S\$1,181,288) was transferred from General Fund to the Sinking Fund, as disclosed in Note 7.

**20. Care & Share Fund**

The Care & Share Fund is a matching grant of one dollar for every donation raised by the Company provided by the Government in celebration of SGD50 to build capabilities and capabilities of the social service sector.

**21. Number of employees**

The number of employees in the Company at the end of the reporting date was 94 (2015: 71). As disclosed in Note 9, total staff costs as at year-end amounted to S\$3,289,110 (2015: S\$3,156,145).

**22. Commitments**

(a) Operating lease commitments – as lessee

The Company leases office premises from non-related parties under non-cancellable operating lease agreements. These leases have varying terms, escalation clauses and renewal rights.

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

	2016 S\$	2015 S\$
Not later than one year	33,903	24,364
Later than one year but not later than five years	57,729	0
	<u>91,632</u>	<u>24,364</u>

(b) Other commitments - services

The Company entered into service agreements with third parties for the cleaning, maintenance and professional services rendered to the Company. The contract has varying terms, escalating clauses and renewal rights. Commitments in relation to non-cancellable services contracted for, but not recognised as liabilities are as follows:

	2016 S\$	2015 S\$
Not later than one year	183,165	125,124
Later than one year but not later than five years	81,938	6,323
	<u>265,103</u>	<u>131,447</u>

## 22. Commitments (Cont'd)

### (c) Operating lease commitments – as lessor

The Company has entered into commercial property leases on its buildings and other properties to non-related parties under non-cancellable operating leases.

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

	2016 S\$	2015 S\$
Not later than one year	1,204,231	1,258,288
Later than one year but not later than five years	<u>545,243</u>	<u>388,932</u>
	<u>1,749,474</u>	<u>1,647,220</u>

## 23. Related party transactions

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

	2016 S\$	2015 S\$
Directors' remuneration:		
Salaries and other short-term employee benefits	276,977	270,131
Post-employment benefits – contribution to CPF	<u>36,241</u>	<u>30,504</u>
	<u>313,218</u>	<u>300,635</u>
	Number of key personnel	Number of key personnel
No. of directors of the Company in remuneration bands: Below S\$100,000	<u>5</u>	<u>5</u>
	2016 S\$	2015 S\$
Executive's remuneration:		
Salaries and other short-term employee benefits	75,656	70,228
Post-employment benefits – contribution to CPF	<u>12,861</u>	<u>11,735</u>
	<u>88,517</u>	<u>81,963</u>
	Number of key personnel	Number of key personnel
No. of executive of the Company in remuneration bands: Below S\$100,000	<u>1</u>	<u>1</u>

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**24. Financial instruments**

The financial assets and liabilities of the Company as at the reporting date are as follows:

	2016 S\$	2015 S\$
<b>Financial assets</b>		
Cash and cash equivalents	43,877,985	38,073,229
Other receivables (excluding prepayments)	346,029	324,434
	<u>44,224,014</u>	<u>38,397,663</u>
<b>Financial liabilities</b>		
Other payables	<u>456,547</u>	<u>455,967</u>

**25. Financial risk management**

The Company is mainly exposed to credit risk, liquidity risk and interest rate risk.

Risk management is carried out under policies approved by the Board of Directors. The Board provides written principles for overall risk management, as well as written policies covering specific areas, such as credit risk, liquidity risk and interest rate risk use of derivative financial instruments and investing excess liquidity.

Credit risk

Credit risk is the potential financial loss resulting from customer defaulting on its contractual obligations to the Company.

The Company has minimal exposure to credit risks due to the nature of its activities.

Liquidity risk

Liquidity risk is the risk that the Company will encounter difficulty in meeting its financial obligations due to shortage of funds. The Company exposure to liquidity risk primarily from mismatches of the maturities of financial assets or liabilities. The Board monitors and ensure the Company maintains a level of cash and cash equivalents deemed adequate to finance the Company's operations.



## 25. Financial risk management (Cont'd)

### Liquidity risk (Cont'd)

The table below summarises the maturity profile of the Company's financial assets and liabilities at the end of the reporting period based on the contractual undiscounted repayment obligations:

	Within one year S\$	Later than one year but not later than five years S\$	Total S\$
<b>2016</b>			
<b>Financial assets</b>			
Cash and cash equivalents	43,877,985	0	43,877,985
Other receivables (excluding prepayments)	346,029	0	346,029
	<u>44,224,014</u>	<u>0</u>	<u>44,224,014</u>
<b>Financial liabilities</b>			
Other payables (excluding advanced rental and car park fee and GST payables)	(413,332)	0	(413,332)
	<u>(413,332)</u>	<u>0</u>	<u>(413,332)</u>
Net financial assets	<u>43,810,682</u>	<u>0</u>	<u>43,810,682</u>
	Within one year S\$	Later than one year but not later than five years S\$	Total S\$
<b>2015</b>			
<b>Financial assets</b>			
Cash and cash equivalents	38,073,229	0	38,073,229
Other receivables (excluding prepayments)	324,434	0	324,434
	<u>38,397,663</u>	<u>0</u>	<u>38,397,663</u>
<b>Financial liabilities</b>			
Other payables (excluding advanced rental and car park fee and GST payables)	(420,846)	0	(420,846)
	<u>(420,846)</u>	<u>0</u>	<u>(420,846)</u>
Net financial assets	<u>37,976,817</u>	<u>0</u>	<u>37,976,817</u>

## 25. Financial risk management (Cont'd)

### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of the Company's financial instruments will influence because of changes in market interest rates. The Company's exposure to interest rate risk arises primarily from their cash and cash equivalents.

The Company does not expect any significant effect on the Company's profit or loss arising from the effects of reasonably possible changes to interest rates on interest bearing financial instruments at the end of the financial year.

### Sensitivity analysis for interest rate risk

At the reporting date, the interest rate profile of the Company's interest-bearing financial instruments was as follows:

	2016 S\$	2015 S\$
<b>Fixed rate instruments</b>		
<u>Financial assets</u>		
Fixed deposits	<u>41,410,145</u>	<u>34,854,554</u>

The sensitivity analysis is based on changes in the interest rates of variable rate financial instruments.

At the reporting date, the Company does not have variable rate interest-bearing financial instruments.

## 26. Fair value

As at 31 December 2016, the carrying amounts of financial assets and liabilities recorded in the financial statements of the Company approximate their fair value due to their short-term nature.

## 27. Reserve position and policy

The Company's reserve position (excluding non-current assets) for financial year ended 31 December 2016 is as follows:

		2016 S\$'000	2015 S\$'000	Increase/ (Decrease) %
<b>A</b>	<b>Unrestricted Funds</b>			
	General Fund	68,560	58,213	17.77
<b>B</b>	<b>Restricted or Designated Funds</b>			
	Building Fund (Designated)	6,000	6,000	0.00
	Staff Welfare Fund (Designated)	626	427	46.60
	Sinking Fund (Designated)	2,565	2,432	5.47
	Care & Share Fund	1,350	451	199.33
<b>C</b>	<b>Endowment Funds</b>	N/A	N/A	N/A
<b>D</b>	<b>Total Funds</b>	79,101	67,523	17.15
<b>E</b>	<b>Total Annual Operating Expenditure</b>	6,638	6,066	9.43
<b>F</b>	<b>Ratio of Funds to Annual Operating Expenditure (A/E)</b>	10.33	9.60	

**27. Reserve position and policy (Cont'd)**

Reference:

C. An endowment fund consists of assets, funds or properties that are held in perpetuity which produce annual income flow for a foundation to spend as grants.

D. Total Funds include unrestricted, restricted/ designated and endowment funds.

E. Total Annual Operating Expenditure includes expenses related to Cost of Charitable Activities and Governance and Other Operating and Administration expenses.

The Company's Reserve Policy is as follows:

The maximum operating reserves for Singapore Thong Chai Medical Institution shall be three (3) years of the amount of the annual operating expenditure.

**28. Event occurring after the reporting period**

On 19 January 2017, the Company has proposed to operate a free TCM clinic at Blk 614 Bedok Reservoir Road.

**29. Authorisation of financial statements**

The financial statements for the financial year ended 31 December 2016 were authorised for issue in accordance with a resolution of the Board of Directors on

**13 JUL 2017**