

Subsidized Schools

Provident Fund

Annual Report

2013

OTHER INFORMATION

Funds Section Education Bureau

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Education Officer
School Administration and Support Division
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Mr Kenneth SIU
Assistant Director of Accounting Services
The Treasury
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Hong Kong

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FOREWORD

The Fund

The Subsidized Schools Provident Fund (The Fund) is governed by the Subsidized Schools Provident Fund Rules under Section 85 of the Education Ordinance (Cap. 279). The Fund is a defined contribution retirement scheme established to provide for payments upon retirement, resignation, dismissal, termination of contract or death of contributors. Contributors refer to teachers in subsidized schools and also, with effect from 19 May 2000, teachers in Direct Subsidy Scheme (DSS) schools who contribute to the Fund.

Board of Control

The complete administration and control of the Fund, subject to the Fund rules, is vested in the Board of Control, the composition of which is as follows :

Chairman : elected from among the 18 other members

Vice-chairman : elected from among the 18 other members

Permanent Secretary for Education or his representative

Director of Accounting Services or his representative

Eighteen other members :

- (a) 4 appointed by the Subsidized Primary Schools Council,
- (b) 4 appointed by the Hong Kong Subsidized Secondary Schools Council,
- (c) 1 appointed by the Hong Kong Special Schools Council,
- (d) 4 elected from the representatives of teachers of the subsidized primary schools,
- (e) 4 elected from the representatives of teachers of the subsidized secondary schools, and
- (f) 1 elected from the representatives of teachers of the special schools.

Meetings of the Board of Control

The Board holds an annual general meeting to receive and consider the annual financial statements of the Fund and to declare the annual dividend for contributors. It also holds other meetings during the year as and when required. Fourteen members form a quorum. All matters arising before any meeting of the Board are determined by a majority of the members present and voting thereon.

Contributions and donations

Contributors' contributions and the matching donations from the Government and DSS schools are made monthly to the Fund according to the following scale as a percentage of a contributor's basic salary, including any approved allowance :

<u>No. of years of continuous contributory service</u>	<u>Teacher's contribution</u> %	<u>Donations from the Government and DSS schools</u> %
Less than 10	5	5
10 to less than 15	5	10
15 or more	5	15

Benefits

Contributors are entitled to a lump sum payment when they cease to be contributors to the Fund. Subject to certain exceptions laid down in the Fund rules, the amount of payment is determined as follows :

<u>Length of contributory service</u>	<u>Benefits</u>
10 years or more	All accumulated contributions and donations from the Government and DSS schools and dividends thereon.
5 years to less than 10 years	All accumulated contributions and dividends thereon and 10% of the donations from the Government and DSS schools and dividends thereon for each complete year of contributory service.
Less than 5 years	All accumulated contributions and dividends thereon.

Statement of provident fund account balance

Each contributor is provided by the Treasurer of the Fund with a statement of provident fund account in September and March each year. These statements show the balance standing to the credit of each contributor's account at the previous 31 August and 28 February (or 29 February as appropriate) respectively. The March statement incorporates the latest annual dividend declared by the Board for the year ended the previous 31 August. The supervisor of each school also maintains a provident fund account for each contributor in his school and these accounts are available for inspection by contributors.

Payments to outgoing contributors

Except for the peak months of August and September, payments of benefits to the outgoing contributors are made by the Fund within 23 working days from the date of receipt of the outgoing contributor's application by the Permanent Secretary for Education or the effective date of ceasing to be a teacher, whichever is later. Payments are made by the Fund within 28 working days for the two peak months. Both pledges are subject to the condition that the withdrawal application is correctly completed by the outgoing contributor.

Investment Management

The day-to-day management of the Fund is the responsibility of the Treasurer who is appointed by the Director of Accounting Services under rule 5(4) of the Subsidized Schools Provident Fund Rules. The investment functions are the responsibility of the Board of Control who formulates the investment strategies of the Fund within the investment framework approved by the Financial Secretary. All sum considered by the Board to be surplus to the normal cash requirements of the Fund may at the direction of the Board be invested by the Treasurer as well as external investment managers who are appointed by the Board with the approval of the Financial Secretary.

An Investment Sub-committee is formed by the Board and meets every quarter to :

- (a) review the investments made and to verify that they were made within the approved framework and strategy of the Fund,
- (b) interview investment managers regarding their performance and obtain their views on various financial markets, and
- (c) discuss and formulate investment strategies for recommendations to the Board of Control.

Accounts and audit

Apart from his other duties described in the Fund Rules, the Treasurer maintains proper accounts and records of all transactions of the Fund and prepares the annual financial statements for audit by the Director of Audit. The audited financial statements together with the auditor's report are placed before the Board at the annual general meeting.

**SUBSIDIZED SCHOOLS PROVIDENT FUND
BOARD OF CONTROL**



Back Row

(From Left to Right)

1. Ms LO Wing-yin, Shirley
2. Ms FUNG Pik-yee
3. Ms DUNG Yi-ping
4. Mr KWOK Man-leung
5. Ms WAI Ching-han
6. Ms CHUNG Lai-kam, Kathy
7. Mr CHOI Yu-lung, Henry
8. Ms FUNG Yun-yee
9. Mr KING Chi-yu

Front Row

(From Left to Right)

1. Mr FUNG Suk-kai
2. Ms TSANG Bik-har
3. Mr CHEUNG Fu-wing
4. Mr TAM Kim-hung
5. Mr AU YEUNG Ka-keung
6. Mrs WONG CHUI Yue-chue, Lesley, JP
7. Mr SIU Kwok-wah, Kenneth
8. Ms HO Kit-ying
9. Mr TAM Wai-kuen

Not in the picture

1. Mr CHAN Chi-yuen, Stanley
2. Mr HO Wing-chung
3. Mr LEUNG Tak-yin
4. Mr LIU Ah-chuen

**SUBSIDIZED SCHOOLS PROVIDENT FUND
BOARD OF CONTROL**

1.9.2012 – 31.8.2013

Chairman

Mr KWOK Man-leung Buddhist Yip Kei Nam Memorial College SC

Vice-Chairman

Mr LEUNG Tsz-wing, Dennis SKH Lam Woo Memorial Secondary School ES

Members

Mr AU YEUNG Ka-keung CCC Rotary Secondary School SC

Mr CHAN Wai-fat LST Young Ko Hsiao Lin Secondary School ES

Mr CHEUNG Fu-wing GCEPSA Whampoa Primary School EP

Mr CHOW Kim-ho T.W.G.Hs. Tang Shiu Kin Primary School EP

Ms CHUNG Lai-kam, Kathy
(From 29.10.2012) Po Kok Primary School PC

Mr FONG King-lok Po Leung Kuk Lee Shing Pik College ES

Mr FUNG Suk-kai Catholic Mission School EP

Mr KING Chi-yu Lutheran School for the Deaf ESP

Mr LEE Wai-kai Our Lady of the Rosary College ES

Ms LEUNG Shuk-yeek Aberdeen St. Peter's Catholic Primary School PC

Mr LIU Ah-chuen Christian Alliance S W Chan Memorial College SC

Mrs LO NG Wai-fun, Connie Hong Chi Winifred Mary Cheung Morninghope
School SP

Mr TAM Kim-hung
(From 18.2.2013) True Light Girls' College SC

Ms TSANG Bik-har PLK Wong Wing Shu Primary School PC

Ms WAI Ching-han Hong Kong and Macau Lutheran Church Primary
School PC

Mr WONG Yuen-ho Man Kiu Association Primary School EP

Mr YUEN Tze-lam
(Up to 17.2.2013) Cheung Chuk Shan College SC

Ms LI So-man Representative of Permanent Secretary for Education
and Secretary to the Board

Mrs WONG CHUI Yue-chue, Lesley, JP Director of Accounting Services

Note

- PC Appointed by Subsidized Primary Schools Council
- SC Appointed by Hong Kong Subsidized Secondary Schools Council
- SP Appointed by Hong Kong Special Schools Council
- EP Elected teacher representatives of subsidized primary schools
- ES Elected teacher representatives of subsidized secondary schools
- ESP Elected teacher representative of special schools

**SUBSIDIZED SCHOOLS PROVIDENT FUND
BOARD OF CONTROL**

From 1.9.2013

Chairman

Mr AU YEUNG Ka-keung	CCC Rotary Secondary School	SC
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Vice-Chairman

Mr CHEUNG Fu-wing	GCEPSA Whampoa Primary School	EP
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Members

Mr CHAN Chi-yuen, Stanley (From 18.12.2013)	Po Leung Kuk Viewood K.T. Chong No.2 Primary School	PC
Mr CHOI Yu-lung, Henry	Cheung Sha Wan Catholic Secondary School	ES
Ms CHUNG Lai-kam, Kathy (Up to 17.12.2013)	Po Kok Primary School	PC
Ms DUNG Yi-ping	CCC Chuen Yuen First Primary School	EP
Ms FUNG Pik-yee	Aplichau Kaifong Primary School	EP
Mr FUNG Suk-kai	Catholic Mission School	EP
Ms FUNG Yun-yee	NG Yuk Secondary School	ES
Ms HO Kit-ying	PLK Lee Shing Pik College	ES
Mr HO Wing-chung (From 18.12.2013)	Laichikok Catholic Primary School	PC
Mr KING Chi-yu	Lutheran School for the Deaf	ESP
Mr KWOK Man-leung	Buddhist Yip Kei Nam Memorial College	SC
Mr LEUNG Tak-yin	QES Old Students' Association Secondary School	ES
Mr LIU Ah-chuen	Christian Alliance S W Chan Memorial College	SC
Mr TAM Kim-hung	True Light Girls' College	SC
Mr TAM Wai-kuen	Tung Wan Mok Law Shui Wah School	SP
Ms TSANG Bik-har	PLK Wong Wing Shu Primary School	PC
Ms WAI Ching-han	Hong Kong and Macau Lutheran Church Primary School	PC
Ms LI So-man (Up to 24.10.2013)	Representative of Permanent Secretary for Education and Secretary to the Board	
Ms LO Wing-yin, Shirley (From 25.10.2013 to 24.11.2013)	Representative of Permanent Secretary for Education and Secretary to the Board	
Mr CHENG Ming-keung (From 25.11.2013)	Representative of Permanent Secretary for Education and Secretary to the Board	
Mrs WONG CHUI Yue-chue, Lesley, JP (Up to 20.1.2014)	Director of Accounting Services	
Mr SIU Man-tat, Martin (From 21.1.2014)	Director of Accounting Services	

Note

PC	Appointed by Subsidized Primary Schools Council
SC	Appointed by Hong Kong Subsidized Secondary Schools Council
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EP	Elected teacher representatives of subsidized primary schools
ES	Elected teacher representatives of subsidized secondary schools
ESP	Elected teacher representative of special schools

**SUBSIDIZED SCHOOLS PROVIDENT FUND
INVESTMENT SUB-COMMITTEE**

From 1.9.2013

Chairman

Mr TAM Kim-hung True Light Girls' College

Members

Mr AU YEUNG Ka-keung CCC Rotary Secondary School
 Mr CHEUNG Fu-wing GCEPSA Whampoa Primary School
 Mr CHOI Yu-lung, Henry Cheung Sha Wan Catholic Secondary School
 Ms CHUNG Lai-kam, Kathy
 (Up to 17.12.2013) Po Kok Primary School
 Mr FUNG Suk-kai Catholic Mission School
 Ms HO Kit-ying PLK Lee Shing Pik College
 Mr KING Chi-yu Lutheran School for the Deaf
 Mr KWOK Man-leung Buddhist Yip Kei Nam Memorial College
 Mr LIU Ah-chuen Christian Alliance S W Chan Memorial College
 Mr TAM Wai-kuen Tung Wan Mok Law Shui Wah School
 Ms TSANG Bik-har PLK Wong Wing Shu Primary School
 Ms WAI Ching-han Hong Kong and Macau Lutheran Church Primary School
 Mrs WONG CHUI Yue-chue, Lesley, JP
 (Up to 20.1.2014) Director of Accounting Services
 Mr SIU Man-tat, Martin
 (From 21.1.2014) Director of Accounting Services

Treasurer

Mr Kenneth SIU Assistant Director of Accounting Services

Secretary

Mr Wesley PAN Treasury Accountant

CHAIRMAN'S REPORT

(Amounts expressed in millions of Hong Kong dollars, unless otherwise stated.)

Dividend

I am pleased to report that at the annual general meeting held on 21 February 2014, the Board of Control (BoC) declared a guaranteed dividend of 5% for contributors for the year ended 31 August 2013.

Contributors' Account

During the year, 1,478 new contributors joined the Fund and 1,655 withdrew from it. These figures include 21 transfers in from and 24 transfers out to the Grant Schools Provident Fund. The total number of contributors decreased by 177 or 0.48% to 36,424. The balance of the contributors' account increased by HK\$1,948.1 million or 3.63% to HK\$55,641.3 million. The service profile of contributors who withdrew from the Fund during the year was as follows:

	<u>2013</u>	<u>2012</u>
Below 10 years	31%	30%
10 to 15 years	13%	18%
Above 15 years	56%	52%

Net Assets and Management Cost

As at 31 August 2013, the net assets of the Fund amounted to HK\$64,674.6 million. The cost of managing the Fund by way of supervision fee paid to Government, fees of investment managers, fees of custodians and investment transaction costs was HK\$99.2 million — equivalent to 0.15% of the Fund's net assets.

Activities of the Board of Control

At the annual general meeting held on 1 February 2013, the BoC adopted the annual statement of accounts of the Fund and declared a dividend of 5% for the year ended 31 August 2012.

The BoC also approved the following matters during the year ended 31 August 2013:

- (a) the Fund's investment plan for the year;
- (b) the Fund's supervision fee budget for the year;
- (c) appointment of an investment consultant to conduct the investment strategies review; and

- (d) appointment of Schroder Investment Management (Hong Kong) Limited and HSBC Global Asset Management (Hong Kong) Limited as active Hong Kong equity managers, and Baillie Gifford Overseas Limited and MFS International (U.K.) Limited as active overseas equity managers.

Vote to Thanks

During the year, Mr LEUNG Tsz-wing, Dennis, Mr CHAN Wai-fat, Mr CHOW Kim-ho, Mr FONG King-lok, Mr LEE Wai-kai, Ms LEUNG Shuk-ye, Mrs LO NG Wai-fun, Connie, Mr WONG Yuen-ho and Mr YUEN Tze-lam ceased to be members of the BoC. On behalf of the BoC, I thank them for their invaluable contributions to the work of the BoC in the past year.

Financial Highlights for the year ended 31 August 2013

		<u>2013</u>	<u>2012</u>	<u>Changes</u>
Contributors' Account	(a)	55,641.3	53,693.2	+3.63%
Net Assets	(b)	64,674.6	61,439.5	+5.27%
Management Cost (as a percentage of net assets)		99.2 (0.15%)	90.9 (0.15%)	
Reserve Level at year end (%)				
— before the year's dividend [(b)-(a)]/(a) above		16.23	14.43	
— after the year's dividend		10.71	8.98	
Investment Return for the year (%)		6.64	2.26	
Total Dividend Declared (%)		5.00	5.00	
Number of Contributors		36,424	36,601	-0.48%

Performance Indicator

	<u>2013</u>	<u>2012</u>
Proportion of cases of withdrawal paid within 23 working days for October to July, or 28 working days for peak months of August and September	99.61%	99.06%

AU YEUNG Ka-keung
Chairman
Board of Control
Subsidized Schools Provident Fund

21 February 2014

SUBSIDIZED SCHOOLS PROVIDENT FUND

TREASURER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2013

(Amounts expressed in millions of Hong Kong dollars, unless otherwise stated.)

1. FINANCIAL STATEMENTS

The financial statements of the Fund have been drawn up in accordance with accounting treatments stipulated in the Fund rules and accounting principles generally accepted in Hong Kong. The investments of the Fund are stated at closing market value at the last business day of the year.

2. FINANCIAL RESULTS

(i) Overall Surplus

The Fund recorded an overall surplus of HK\$3,952.2 million for the year as follows:

Operating surplus	1,453.7
Net realised and revaluation gains	2,498.5
Overall surplus	<u>3,952.2</u>

(ii) Investment Return

The overall surplus represented an investment return of 6.64% (2012: 2.26%) of the Fund for the year.

(iii) Asset Cover/Reserve Level - Before the year's dividend

The financial strength of a defined-contribution scheme is measured in terms of its asset cover (or reserve level), i.e. the adequacy of its assets to meet the benefits payable to scheme members.

The Fund's net assets covered its liability (represented by the year-end balance of the contributors' account before provision for the year's dividend) by 1.16 times, providing a reserve level of 16.23% as follows:

Net Assets	(a)	64,674.6	
Less : Contributors' Account (before the year's dividend)	(b)	55,641.3	
		<hr/>	
Reserve	(c)	9,033.3	
		<hr/>	
Asset Cover	(a)/(b)	1.16 times	(2012: 1.14 times)
Reserve Level	(c)/(b)	16.23%	(2012: 14.43%)

3. DIVIDEND CALCULATION FOR THE YEAR

The Board has agreed to determine each year's annual dividend on the basis of the level of reserve held by the Fund at year end and the investment return actually achieved on the Fund's assets during the year by way of a dividend formula.

The dividend formula comprises two components:

$$\langle \text{----- (a) -----} \rangle \quad \langle \text{----- (b) -----} \rangle$$

$$(\text{Reserve Level} - 40\%) \div (1 + 40\%) + (\text{Fund Return} \times \text{Adjusted Reserve Level})$$

where Reserve Level refers to Pre-dividend Reserve Level and the total dividend is subject to a minimum of 5%.

- (a) - provides for releasing the excess over the target Pre-dividend Reserve Level of 40%. This component will be zero if the Reserve Level is 40% or less.
- (b) - provides for releasing a portion of investment return based on the Reserve Level. If the Reserve Level is 40% or less, then the Adjusted Reserve Level is simply the Reserve Level. If the Reserve Level is above 40%, then the Adjusted Reserve Level is 40%.

The dividend formula comes up with a dividend rate of 1.08%. Since the calculated annual dividend is below 5%, the dividend for this year shall be the guaranteed 5%. The dividend calculation has been audited by the Director of Audit.

4. **DECLARATION OF THE GUARANTEED DIVIDEND AND TRANSFER FROM THE RESERVE FUND**

I recommend that the Board:

- (a) transfer a sum of HK\$1,323.3 million from the Reserve Fund to the Income and Expenditure Account in accordance with rule 11(3) of the Subsidized Schools Provident Fund Rules.
- (b) declare a guaranteed dividend of HK\$2,777.0 million out of the Income and Expenditure Account which will be distributed as follows: -
 - (i) a credit of 5% in respect of each contributor's account which is open for the entire financial year commencing 1 September 2012 as the guaranteed dividend in accordance with rule 12(1), and
 - (ii) a credit of pro rata dividend in respect of each contributor's account which is not open for the entire financial year commencing 1 September 2012 in accordance with rule 14.

The above appropriations have been incorporated in the financial statements.

5. **DIVIDEND YIELD**

Based on the average size of the contributors' accounts during the year, the total dividend of 5% represents a dividend yield to contributors of 5.08% (2012: 5.13%).

6. ASSET COVER/RESERVE LEVEL - After the year's dividend

After provision for the total dividend of 5% for the year, the asset cover of the Fund stood at 1.11 times and the level of reserve at 10.71% as follows:

Net Assets	(a)	64,674.6	
Less:			
Contributors' Account (after the year's dividend):			
Contributors' Account		55,641.3	
Provision for the year's dividend		2,777.0	
	(b)	58,418.3	
Reserve	(c)	6,256.3	
Asset Cover	(a)/(b)	1.11 times	(2012: 1.09 times)
Reserve Level	(c)/(b)	10.71%	(2012: 8.98%)

7. INVESTMENT OBJECTIVE AND CRITERIA

The Fund's investment objective is to maximise the recurrent and capital returns on the Fund assets and at the same time observe the principle of prudence.

The Fund is governed by an investment framework approved by the Financial Secretary. The framework sets down broad limits for various classes of investment and defines the quality or credit rating of individual types of securities permitted for investment. All investment decisions of the Fund are made within this framework.

8. INVESTMENT RESPONSIBILITIES

Each year the Board of Control approves an annual investment plan consistent with the Fund's investment objective. The investment performance of the Fund is then monitored through the Investment Sub-committee which meets on a quarterly basis to review investment reports prepared by the Treasurer and to interview the Fund's external investment managers.

Investment of funds is the responsibilities of the Treasurer and the Fund's external investment managers. The Treasurer has the additional responsibility of providing investment guidelines to the investment managers and, with the assistance of the custodians, ensuring that their activities are in compliance with these guidelines.

9. INVESTMENTS

As at 31 August 2013, the Fund's investment portfolios amounted to HK\$64,378.5 million of which HK\$50,150.5 million or 77.90% was placed under the management of external investment managers. The distribution of the investments in proportion terms was as follows:

<u>Investments</u>	<u>Managed by Treasurer</u>	<u>Managed by Investment Managers</u>	<u>Overall</u>
	%	%	%
Equity securities listed in Hong Kong	—	17.01	17.01
Debt securities denominated in Hong Kong dollar	—	15.69	15.69
Hong Kong dollar fixed deposits	4.48	0.35	4.83
Equity securities listed outside Hong Kong	—	26.09	26.09
Debt securities denominated in currencies other than Hong Kong dollar	0.24	18.04	18.28
Foreign currency fixed deposits	17.38	—	17.38
Foreign currency call deposits and balances with custodians	—	0.67	0.67
Trading financial instruments			
- assets	—	0.07	0.07
- liabilities	—	(0.02)	(0.02)
	<u>22.10</u>	<u>77.90</u>	<u>100.00</u>

The sums under the management of the Fund's external investment managers were distributed as follows:

	2013	2012
Baillie Gifford Overseas Limited	4,111.6	—
BlackRock Financial Management, Inc	4,523.7	5,309.8
First State Investments (Hong Kong) Limited	7,559.5	7,714.4
HSBC Global Asset Management (Hong Kong) Limited	6,350.1	3,744.0
MFS International (U.K.) Limited	4,210.4	—
Northern Trust Global Investments Limited	7,150.8	12,027.8
Schroder Investment Management (Hong Kong) Limited	2,690.1	—
State Street Global Advisors Asia Limited	7,025.5	11,917.0
Wellington Management Company, LLP	6,528.8	7,732.0
	<u>50,150.5</u>	<u>48,445.0</u>

The ten single largest securities holdings in the Fund's investment portfolios were:

Equities

HSBC Holdings plc			1,162.1
AIA Group Limited			546.4
China Mobile Limited			509.0
Industrial and Commercial Bank of China Limited			491.9
China Construction Bank			485.5
Tencent Holdings Limited			406.2
Bank of China Limited			340.4
CNOOC Limited			337.7

Debt Securities

Bundesrepub. Deutschland	3.25%	04/07/2015	372.9
US Treasury	0.25%	15/05/2015	333.6

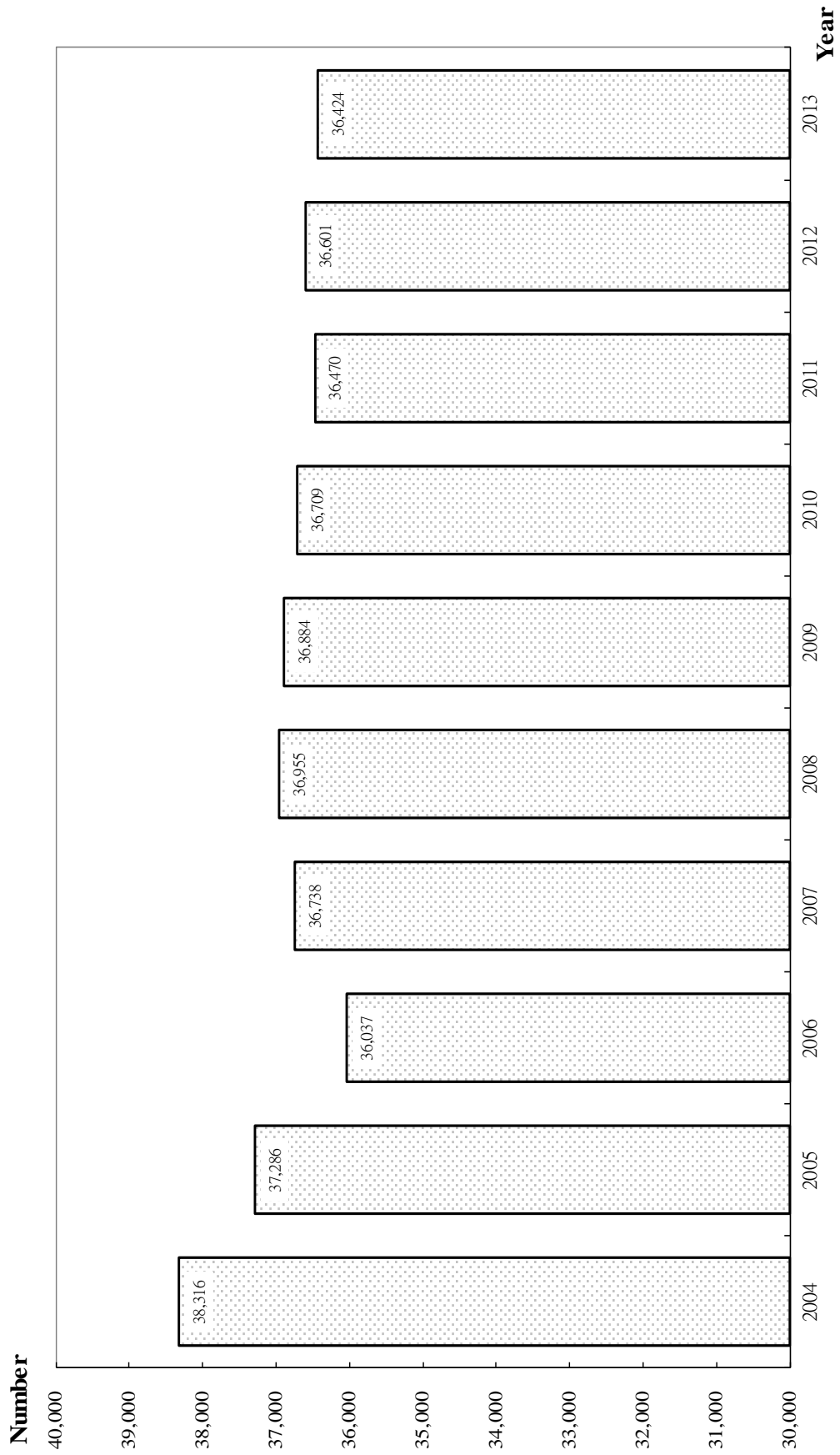
10. AUDITED FINANCIAL STATEMENTS

The financial statements of the Fund for the year ended 31 August 2013 have been audited by the Director of Audit. The audited financial statements together with the auditor's report will be placed before the Board at the annual general meeting to be held on 21 February 2014.

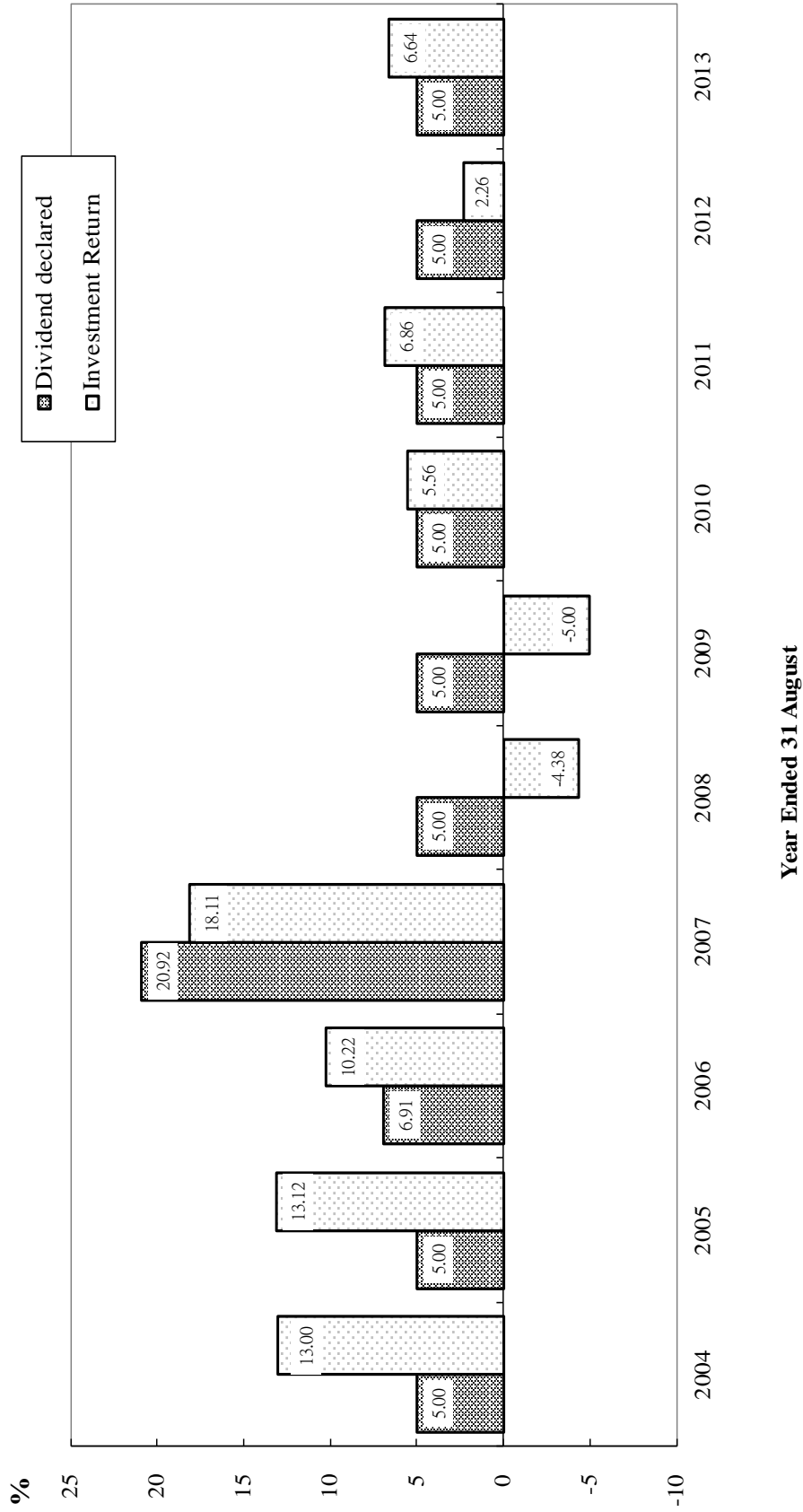
Kenneth SIU
Treasurer
Subsidized Schools Provident Fund

28 January 2014

Number of Contributors as at 31 August 2004 to 2013



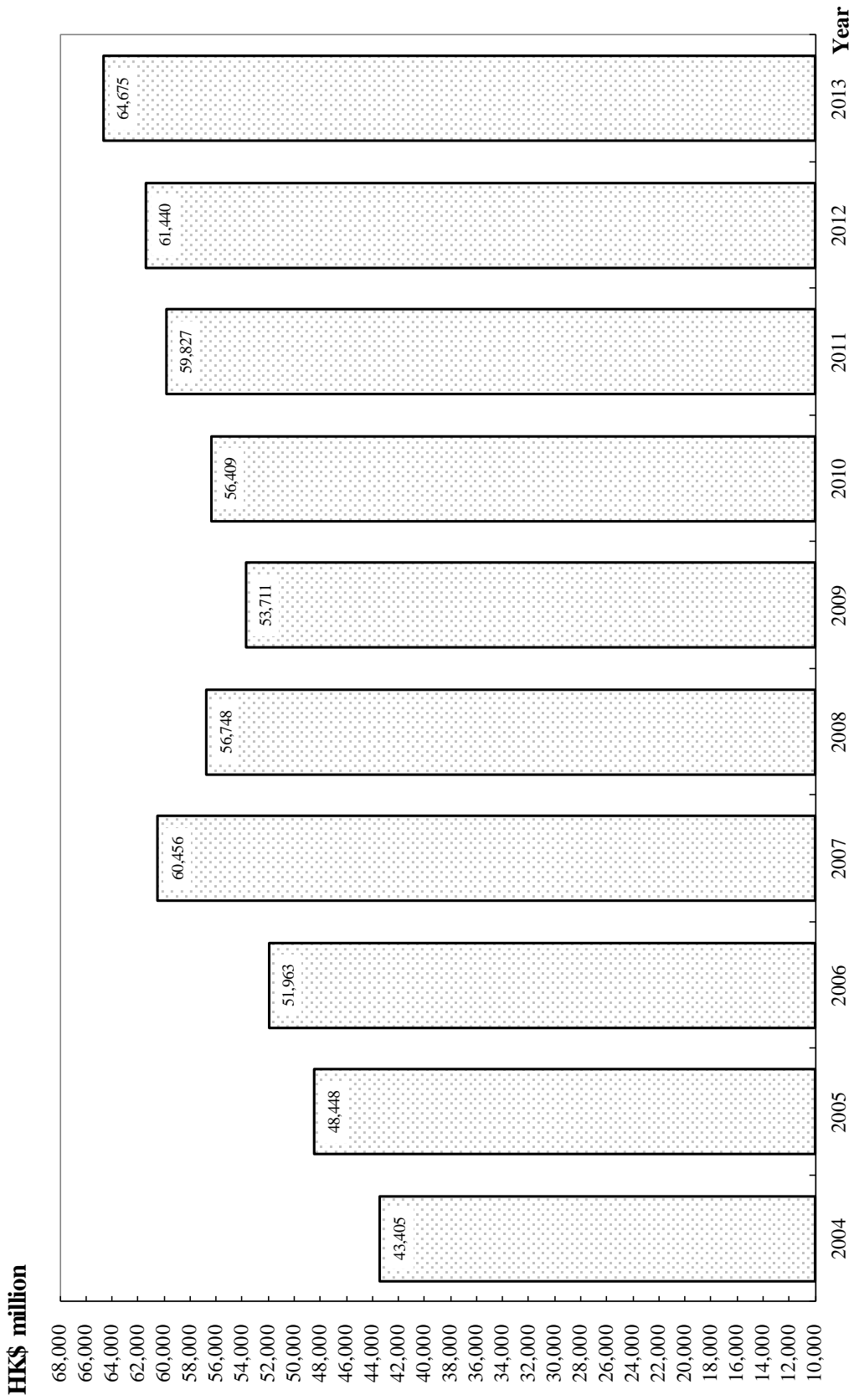
Dividend Declared and Investment Return



NOTE: Dividend declared is the dividend by way of a percentage of the account of each contributor as at 31 August of the relevant year as declared by the Board of Control. (With effect from 1998, pro rata dividend will be credited to each contributor's account which is not open for the entire financial year.)

SUBSIDIZED SCHOOLS PROVIDENT FUND

Net Assets as at 31 August 2004 to 2013



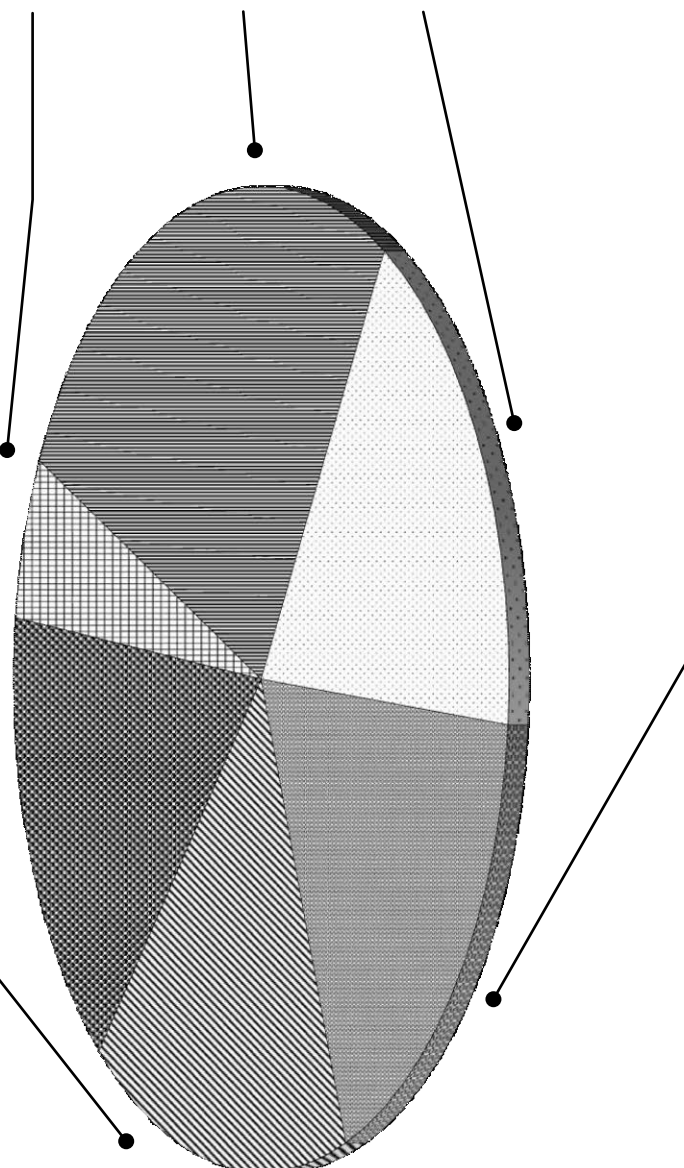
NOTE: Net assets calculated on full market value basis

SUBSIDIZED SCHOOLS PROVIDENT FUND

Spread of Net Assets as at 31 August 2013

TOTAL: HK\$64,675million
(2012: HK\$61,440million)

<p>Equity securities listed in Hong Kong HK\$10,950 million (16.93%) (2012: 15.50%)</p>
<p>Debt securities denominated in Hong Kong dollar HK\$10,102 million (15.62%) (2012: 17.08%)</p>
<p>Hong Kong dollar deposits, net trading financial instruments and net accounts payable HK\$3,440 million (5.32%) (2012: 8.32%)</p>
<p>Equity securities listed outside Hong Kong HK\$16,797 million (25.97%) (2012: 23.38%)</p>
<p>Debt securities denominated in currencies other than Hong Kong dollar HK\$11,765 million (18.19%) (2012: 22.46%)</p>
<p>Foreign currency deposits HK\$11,621 million (17.97%) (2012: 13.26%)</p>



Report of the Director of Audit



Audit Commission

The Government of the Hong Kong Special Administrative Region

Independent Audit Report

To the Board of Control, Subsidized Schools Provident Fund

I certify that I have audited the financial statements of the Subsidized Schools Provident Fund set out on pages 24 to 47, which comprise the balance sheet as at 31 August 2013, and the income and expenditure account, reserve fund, statement of changes in net assets available for benefits and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Treasurer, Subsidized Schools Provident Fund's Responsibility for the Financial Statements

The Treasurer, Subsidized Schools Provident Fund is responsible for the preparation of these financial statements in accordance with rule 16(1) of the Subsidized Schools Provident Fund Rules made under section 85 of the Education Ordinance (Cap. 279) and the accounting policies set out in note 2 to the financial statements, and for such internal control as the Treasurer, Subsidized Schools Provident Fund determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with rule 16(2) of the Subsidized Schools Provident Fund Rules and the Audit Commission auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Treasurer, Subsidized Schools Provident Fund, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements of the Subsidized Schools Provident Fund for the year ended 31 August 2013 are prepared, in all material respects, in accordance with rule 16(1) of the Subsidized Schools Provident Fund Rules and the accounting policies set out in note 2 to the financial statements.

David Sun
Director of Audit

28 January 2014

Audit Commission
26th Floor
Immigration Tower
7 Gloucester Road
Wanchai, Hong Kong

SUBSIDIZED SCHOOLS PROVIDENT FUND

BALANCE SHEET AS AT 31 AUGUST 2013

(Expressed in millions of Hong Kong dollars)

	Note	2013	2012
ASSETS			
Cash at banks		349.6	154.9
Investments:			
Deposits with banks and other financial institutions	4	14,730.9	13,026.6
Securities	5	49,613.4	48,178.6
Trading financial instruments	6	43.9	7.3
Receivables and other assets	7	455.3	429.2
LIABILITIES			
Trading financial instruments	6	(9.7)	(54.5)
Payables and other liabilities	8	(508.8)	(302.6)
NET ASSETS AVAILABLE FOR BENEFITS		64,674.6	61,439.5
Representing:			
Contributors' account	9	55,641.3	53,693.2
Reserve fund	10	6,256.3	5,064.6
Provision for guaranteed dividend	11	2,777.0	2,681.7
		64,674.6	61,439.5

The notes on pages 29 to 47 form part of these financial statements.

Kenneth SIU
Treasurer

AU YEUNG Ka-keung
Chairman
Board of Control

Subsidized Schools Provident Fund
28 January 2014

SUBSIDIZED SCHOOLS PROVIDENT FUND

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2013

(Expressed in millions of Hong Kong dollars)

	Note	2013	2012
INCOME			
Interest income	12	839.3	831.5
Dividend income	13	711.1	614.8
Other income	14	2.5	2.1
		1,552.9	1,448.4
EXPENDITURE			
Supervision fee	15	(16.7)	(15.4)
Fees for investment managers		(52.0)	(50.4)
Fees for custodians		(11.8)	(10.8)
Investment transaction costs		(15.8)	(14.3)
Other operating expenses		(2.9)	—
		(99.2)	(90.9)
OPERATING SURPLUS FOR THE YEAR		1,453.7	1,357.5
PROPOSED APPROPRIATION FROM RESERVE FUND	19	1,323.3	1,324.2
PROVISION FOR GUARANTEED DIVIDEND	11	(2,777.0)	(2,681.7)
BALANCE AT THE END OF THE YEAR		—	—

The notes on pages 29 to 47 form part of these financial statements.

SUBSIDIZED SCHOOLS PROVIDENT FUND

RESERVE FUND FOR THE YEAR ENDED 31 AUGUST 2013

(Expressed in millions of Hong Kong dollars)

	Note	2013	2012
Unclaimed contributors' account balance	16	3.1	—
Payment from reserve fund	17	(0.3)	—
Donations and dividends transferred from contributors' account	18	15.7	17.9
Net realised and revaluation gains/(losses) on:			
- securities		2,167.1	(388.9)
- trading financial instruments		129.5	378.7
- cash and deposits with banks and other financial institutions		201.9	(9.2)
		2,498.5	(19.4)
Proposed appropriation to income and expenditure account	19	(1,323.3)	(1,324.2)
Dividends under-provided in previous year		(2.0)	(1.6)
		1,191.7	(1,327.3)
Balance brought forward from previous year		5,064.6	6,391.9
BALANCE CARRIED FORWARD		6,256.3	5,064.6

The notes on pages 29 to 47 form part of these financial statements.

SUBSIDIZED SCHOOLS PROVIDENT FUND

STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS FOR THE YEAR ENDED 31 AUGUST 2013

(Expressed in millions of Hong Kong dollars)

	Note	2013	2012
OPERATING SURPLUS FOR THE YEAR		1,453.7	1,357.5
Net realised and revaluation gains/(losses)		2,498.5	(19.4)
Contributions from contributors	9	966.8	928.4
Donations from the Government and Direct Subsidy Scheme schools	9	2,251.0	2,149.6
Net transfers from Grant Schools Provident Fund	9	0.6	4.5
Withdrawals by ex-contributors	9	(3,938.3)	(2,807.9)
Unclaimed contributors' account balance	16	3.1	—
Payment from reserve fund	17	(0.3)	—
CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS		3,235.1	1,612.7
NET ASSETS AVAILABLE FOR BENEFITS AT THE BEGINNING OF THE YEAR		61,439.5	59,826.8
NET ASSETS AVAILABLE FOR BENEFITS AT THE END OF THE YEAR		64,674.6	61,439.5

The notes on pages 29 to 47 form part of these financial statements.

SUBSIDIZED SCHOOLS PROVIDENT FUND

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 AUGUST 2013

(Expressed in millions of Hong Kong dollars)

	Note	2013	2012
Cash flows from operating activities			
Operating surplus for the year		1,453.7	1,357.5
Interest income	12	(839.3)	(831.5)
Dividend income	13	(711.1)	(614.8)
Net realised and revaluation gains/(losses)		2,498.5	(19.4)
(Increase)/Decrease in investments in securities		(1,434.8)	409.5
Increase in investments in fixed deposits with original maturity beyond three months		(681.1)	(2,427.4)
Change in trading financial instruments		(81.4)	(5.8)
(Increase)/Decrease in receivables and other assets		(37.7)	2,646.5
Increase/(Decrease) in payables and other liabilities		199.1	(2,709.7)
Elimination of foreign exchange differences in revaluation of cash and cash equivalents		(3.6)	18.3
Interest received		855.8	847.9
Dividends received		706.2	617.3
Net cash from/(used in) operating activities		1,924.3	(711.6)
Cash flows from financing activities			
Contributions from contributors		966.8	928.4
Donations from the Government and Direct Subsidy Scheme schools		2,251.0	2,149.6
Net transfers from Grant Schools Provident Fund		0.6	4.5
Withdrawals by ex-contributors		(3,928.1)	(2,812.6)
Payment from the reserve fund in accordance with Fund Rule 11(1)(b)(ii)		(0.3)	—
Net cash (used in)/from financing activities		(710.0)	269.9
Net increase/(decrease) in cash and cash equivalents		1,214.3	(441.7)
Cash and cash equivalents at the beginning of the year		7,560.6	8,020.6
Effects of exchange rate changes on cash and cash equivalents		3.6	(18.3)
Cash and cash equivalents at the end of the year	20	8,778.5	7,560.6

The notes on pages 29 to 47 form part of these financial statements.

SUBSIDIZED SCHOOLS PROVIDENT FUND

NOTES TO THE FINANCIAL STATEMENTS

(Amounts expressed in millions of Hong Kong dollars, unless otherwise stated.)

1. LEGISLATION

The Subsidized Schools Provident Fund (the Fund) is a retirement scheme governed by the Subsidized Schools Provident Fund Rules (Fund Rules) made under section 85 of the Education Ordinance (Cap. 279).

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Financial reporting framework

The Fund has adopted a financial reporting framework incorporating the requirements of the Fund Rules and applicable requirements of Hong Kong Financial Reporting Standards (HKFRSs), which is a collective term that includes all applicable individual HKFRSs, Hong Kong Accounting Standards (HKASs) and Interpretations issued by the Hong Kong Institute of Certified Public Accountants (HKICPA). A summary of the significant accounting policies adopted by the Fund is set out below.

(b) Basis of preparation of the financial statements

The measurement basis used in the preparation of the financial statements is historical cost except that investments in securities and trading financial instruments are stated at their fair value as explained in the accounting policies set out below (see note 2(c)).

The preparation of financial statements in conformity with the financial reporting framework (note 2(a)) requires management to make judgements, estimates and assumptions that affect the application of policies and the reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis for making judgements about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no critical accounting judgements involved in the application of the Fund's accounting policies. There are also no key assumptions

concerning the future, and other key sources of estimation uncertainty at the balance sheet date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities in the next year.

(c) **Financial assets and financial liabilities**

(i) **Initial recognition**

The Fund classifies its financial assets and financial liabilities into different categories at inception, depending on the purpose for which the assets were acquired or the liabilities were incurred. The categories are: trading financial instruments, securities, loans and receivables, and other financial liabilities.

Financial assets and financial liabilities are measured initially at fair value, which normally equals to the transaction price, plus transaction costs for loans and receivables and other financial liabilities that are directly attributable to the acquisition of the financial asset or the issue of the financial liability. Transaction costs on trading financial instruments and securities are expensed immediately.

The Fund recognises financial assets and financial liabilities on the date it becomes a party to the contractual provisions of the instruments. Regular way purchases and sales of financial assets are accounted for at trade date.

(ii) **Basis of recognition of gains or losses**

The Fund has adopted the requirements of Fund Rule 11 to recognise revaluation gains or losses arising from changes in fair value and realised gains or losses on derecognition of financial instruments in the reserve fund (see note 2(c)(iii) and (v)). This is different from the accounting treatment required under HKAS 39 *Financial instruments: Recognition and measurement* where such gains or losses are recognised in the income and expenditure account.

(iii) **Categorisation**

Trading financial instruments

These comprise forward currency contracts used by the Fund to manage its risks associated with foreign currency fluctuations. Such derivative financial instruments do not qualify for hedge accounting and are categorised as “trading” under HKAS 39.

Trading financial instruments are carried at fair value, and presented as assets when the fair value is positive and as liabilities when the fair value is negative. In accordance with Fund Rules 11(1)(a)(iv) and 11(1)(b)(iii), changes in the fair value are recognised as revaluation gains or losses in the reserve fund in the period in which they arise.

Securities

Securities consist of equity and debt securities. These investments are designated upon initial recognition at fair value.

Securities are carried at fair value under HKAS 39. In accordance with Fund Rules 11(1)(a)(iv) and 11(1)(b)(iii), changes in the fair value are recognised in the reserve fund as revaluation gains or losses in the period in which they arise.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and which the Fund has no intention of trading, other than those that the Fund, upon initial recognition, designates at fair value. This category includes cash at banks, deposits with banks and other financial institutions, and receivables and other assets.

Loans and receivables are carried at amortised cost using the effective interest method less impairment losses, if any (note 2(c)(vii)).

The effective interest method is a method of calculating the amortised cost of a financial asset or a financial liability and of allocating the interest income or interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts or payments through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability. When calculating the effective interest rate, the Fund estimates cash flows considering all contractual terms of the financial instrument but does not consider future credit losses. The calculation includes all fees received or paid between parties to the contract that are an integral part of the effective interest rate, transaction costs and all other premiums or discounts.

Other financial liabilities

These are financial liabilities other than trading financial instruments. They are carried at amortised cost using the effective interest method.

(iv) Fair value measurement principles

The fair value of financial instruments is based on their quoted market prices at the balance sheet date without any deduction for estimated future selling costs. Financial assets are priced at current bid prices, while financial liabilities are priced at current asking prices.

If there is no publicly available latest traded price nor a quoted market price on a recognised stock exchange or a price from a

broker/dealer for non-exchange-traded financial instruments, or if the market for it is not active, the fair value of the financial asset or financial liability is estimated using valuation techniques that provide a reliable estimate of prices which could be obtained in actual market transactions.

Where discounted cash flow techniques are used, estimated future cash flows are based on management's best estimates and the discount rate used is a market rate at the balance sheet date applicable for an instrument with similar terms and conditions. Where other pricing models are used, inputs are based on market data at the balance sheet date.

(v) Derecognition

A financial asset is derecognised when the contractual rights to receive the cash flows from the financial asset expire, or where the financial asset together with substantially all the risks and rewards of ownership have been transferred.

The Fund uses the weighted average method to determine realised gains and losses to be recognised in the reserve fund on derecognition in accordance with Fund Rules 11(1)(a)(i) and 11(1)(b)(i).

A financial liability is derecognised when the obligation specified in the contract is discharged, cancelled or when it expires.

(vi) Offsetting

Financial assets and financial liabilities are offset and the net amount is reported in the balance sheet where there is a legally enforceable right to offset the recognised amounts and there is an intention to settle on a net basis, or realise the assets and settle the liabilities simultaneously.

(vii) Impairment of financial assets

The carrying amounts of loans and receivables are reviewed at each balance sheet date to determine whether there is objective evidence of impairment. If any such evidence exists, an impairment loss is recognised in the reserve fund as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate. If in a subsequent period the amount of such impairment loss decreases and the decrease can be linked objectively to an event occurring after the impairment loss was recognised, the impairment loss is reversed through the reserve fund.

(d) Cash and cash equivalents

For the purpose of the statement of cash flows, cash and cash equivalents include cash at banks, deposits with banks and other financial institutions

and short-term highly liquid investments that are readily convertible to known amounts of cash and subject to an insignificant risk of changes in value, having been within three months of maturity when placed or acquired.

(e) **Contributions and donations**

Contributions are received from contributors and donations are received from the Government and Direct Subsidy Scheme (DSS) schools. Contributions and donations are recognised on an accrual basis.

(f) **Revenue recognition**

(i) Interest income

Interest income is recognised in the income and expenditure account on an accrual basis, using the effective interest method.

(ii) Dividend income

Dividend income from equity securities is recognised in the income and expenditure account when the share price is quoted ex-dividend.

(iii) Other income

Other income is recognised in the income and expenditure account on an accrual basis.

(g) **Foreign currency translation**

Foreign currency transactions during the year are translated into Hong Kong dollars using the spot exchange rates at the transaction dates. Monetary assets and liabilities denominated in currencies other than Hong Kong dollars are translated into Hong Kong dollars at the closing exchange rates at the balance sheet date. In accordance with Fund Rules 11(1)(a)(iv) and 11(1)(b)(iii), all foreign currency translation differences are recognised as revaluation gains or losses in the reserve fund in the period in which they arise.

3. **CHANGES IN ACCOUNTING POLICIES**

The HKICPA has issued certain new and revised HKFRSs that are effective for the current accounting period. There have been no significant changes to the accounting policies applied in these financial statements for the years presented as a result of these developments.

The Fund has not applied any new standard that is not yet effective for the current accounting period (note 24).

4. DEPOSITS WITH BANKS AND OTHER FINANCIAL INSTITUTIONS

	2013	2012
Hong Kong dollar fixed deposits	3,109.8	4,880.5
Foreign currency fixed deposits	11,192.3	7,600.3
Foreign currency call deposits and balances with custodians	428.8	545.8
	<u>14,730.9</u>	<u>13,026.6</u>

5. SECURITIES

(a) Details

	2013	2012
Equity securities listed in Hong Kong	10,950.2	9,525.0
Equity securities listed outside Hong Kong	16,796.5	14,361.8
	27,746.7	23,886.8
Debt securities denominated in:		
— Hong Kong dollar	10,102.2	10,493.8
— currencies other than Hong Kong dollar	11,764.5	13,798.0
	21,866.7	24,291.8
	<u>49,613.4</u>	<u>48,178.6</u>

(b) Securities holdings exceeding 5% of the asset class as at 31 August

Issuer	Class	2013		2012	
		Fair value	% of class	Fair value	% of class
Government of the Hong Kong Special Administrative Region	Debt securities	2,156.0	9.86%	3,108.4	12.80%
United States Treasury	Debt securities	1,626.0	7.44%	1,602.7	6.60%
Government of Japan	Debt securities	983.7	4.50%	1,703.1	7.01%

6. TRADING FINANCIAL INSTRUMENTS

	2013		2012	
	Assets	Liabilities	Assets	Liabilities
Forward currency contracts, at fair value	<u>43.9</u>	<u>9.7</u>	<u>7.3</u>	<u>54.5</u>

All these forward currency contracts would mature within one year and had a total notional amount of HK\$14,154.5 million as at 31 August 2013 (2012: HK\$17,207.6 million). The notional amounts of these contracts indicate the volume of outstanding transactions and do not represent the amounts at risk.

7. RECEIVABLES AND OTHER ASSETS

	2013	2012
Proceeds receivable from investments sold	170.4	131.5
Interest and dividends receivable	284.8	296.4
Other debtors	0.1	1.3
	<u>455.3</u>	<u>429.2</u>

8. PAYABLES AND OTHER LIABILITIES

	2013	2012
Unsettled purchases of investments	454.2	261.6
Fees for investment managers	20.0	17.7
Amount due to the Government of the Hong Kong Special Administrative Region	16.7	15.4
Amount due to ex-contributors	11.2	4.1
Fees for custodians	3.9	3.6
Other creditors and accruals	2.8	0.2
	<u>508.8</u>	<u>302.6</u>

All these liabilities are payable within one year.

9. CONTRIBUTORS' ACCOUNT

	2013			
	Contributions	Donations from the Government and DSS schools	Dividends	Total
Additions for the year	966.8	2,251.0	2,683.7	5,901.5
Net transfers from Grant Schools Provident Fund	—	0.4	0.2	0.6
Withdrawals by ex-contributors	(542.9)	(1,209.0)	(2,186.4)	(3,938.3)
Transfers to reserve fund in accordance with Fund Rule 11(1)(a)(ii)	—	(14.3)	(1.4)	(15.7)
Net additions for the year	<u>423.9</u>	<u>1,028.1</u>	<u>496.1</u>	<u>1,948.1</u>
Balance brought forward from previous year	<u>10,417.1</u>	<u>19,955.2</u>	<u>23,320.9</u>	<u>53,693.2</u>
Balance carried forward	<u><u>10,841.0</u></u>	<u><u>20,983.3</u></u>	<u><u>23,817.0</u></u>	<u><u>55,641.3</u></u>

	2012			
	Contributions	Donations from the Government and DSS schools	Dividends	Total
Additions for the year	928.4	2,149.6	2,543.2	5,621.2
Net transfers from Grant Schools Provident Fund	0.5	1.4	2.6	4.5
Withdrawals by ex-contributors	(393.3)	(849.0)	(1,565.6)	(2,807.9)
Transfers to reserve fund in accordance with Fund Rule 11(1)(a)(ii)	—	(13.4)	(4.5)	(17.9)
Net additions for the year	<u>535.6</u>	<u>1,288.6</u>	<u>975.7</u>	<u>2,799.9</u>
Balance brought forward from previous year	<u>9,881.5</u>	<u>18,666.6</u>	<u>22,345.2</u>	<u>50,893.3</u>
Balance carried forward	<u><u>10,417.1</u></u>	<u><u>19,955.2</u></u>	<u><u>23,320.9</u></u>	<u><u>53,693.2</u></u>

Donations from DSS schools for the year amounted to HK\$7.1 million (2012: HK\$7.0 million).

An analysis of the withdrawals by ex-contributors is shown below:

	2013	2012
Retirement	2,589.4	1,262.8
Resignation	1,198.8	1,394.0
Death and ill health	30.4	34.9
Others (such as contract termination and schools ceasing to be subsidized schools or DSS schools)	119.7	116.2
	<u><u>3,938.3</u></u>	<u><u>2,807.9</u></u>

Vested contributors' benefits as at 31 August 2013 amounted to HK\$55,186.3 million (2012: HK\$53,258.6 million). This amount represents the sum which would be payable to contributors had all contributors left the Fund at that date.

10. RESERVE FUND

The reserve fund is maintained in accordance with Fund Rule 11.

11. PROVISION FOR GUARANTEED DIVIDEND

The amount represents the provision under Fund Rule 12 for the guaranteed dividend of 5% of the balance of the contributors' account which was open for the entire financial year ended 31 August 2013 and Fund Rule 14 for payment of pro rata dividends in respect of contributors' account which was not open for the entire financial year.

Fund Rule 12 provides that, where in any year the guaranteed dividend of 5% cannot be met by the Fund, the Financial Secretary may direct that an interest-free Government loan be paid to the Fund out of the general revenue to cover the balance of the guaranteed dividend which cannot be met. No such Government loan had been paid to the Fund for the year ended 31 August 2013 (2012: Nil) as the shortfall between the guaranteed dividend and the operating surplus was met by a transfer from the reserve fund (see note 19).

12. INTEREST INCOME

	2013	2012
Debt securities denominated in:		
— Hong Kong dollar	279.8	295.5
— currencies other than Hong Kong dollar	322.6	365.9
	602.4	661.4
Deposits denominated in:		
— Hong Kong dollar	16.3	52.1
— currencies other than Hong Kong dollar	220.6	118.0
	236.9	170.1
	<u>839.3</u>	<u>831.5</u>

13. DIVIDEND INCOME

	2013	2012
Equity securities listed:		
— in Hong Kong	339.5	305.0
— outside Hong Kong	371.6	309.8
	<u>711.1</u>	<u>614.8</u>

14. OTHER INCOME

	2013	2012
Class action income	2.5	0.1
Securities lending income	—	2.0
	<u>2.5</u>	<u>2.1</u>

15. SUPERVISION FEE

This represents the provision for the supervision fee for the year ended 31 August 2013 payable to the Government of the Hong Kong Special Administrative Region under Fund Rule 5(5) in respect of the costs incurred in administering the Fund.

16. UNCLAIMED CONTRIBUTORS' ACCOUNT BALANCE

This represents unclaimed contributors' account balances which are transferred to the reserve fund in accordance with Fund Rule 14(2).

17. PAYMENT FROM RESERVE FUND

This represents payment from the reserve fund of the unclaimed contributor's account balance of a deceased contributor to the deceased's estate in accordance with Fund Rule 11(1)(b)(ii).

18. DONATIONS AND DIVIDENDS TRANSFERRED FROM CONTRIBUTORS' ACCOUNT

Under Fund Rule 13, whenever a contributor with less than 10 years continuous contributory service ceases to be employed as a teacher in a subsidized school or DSS school (as the case may be), his account shall be closed and the payment due to him shall include a percentage of all Government donations and DSS school donations (if any) and all dividends that have been declared on such donations. Donations and dividends not payable to him are transferred to the reserve fund in accordance with Fund Rule 11(1)(a)(ii).

19. PROPOSED APPROPRIATION FROM RESERVE FUND / TO INCOME AND EXPENDITURE ACCOUNT

In accordance with Fund Rule 11(3) and subject to the approval of the Board of Control, it is proposed to transfer a sum of HK\$1,323.3 million (2012: HK\$1,324.2 million) from the reserve fund to the income and expenditure account. The transfer is to cover the shortfall of the operating surplus in meeting the provision of the 5% guaranteed dividend of HK\$2,777.0 million (2012: HK\$2,681.7 million).

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2013	2012
Fixed deposits with original maturity within three months	8,000.1	6,859.9
Cash at banks and call deposits and balances with custodians	778.4	700.7
TOTAL	<u>8,778.5</u>	<u>7,560.6</u>

Reconciliation with the balance sheet:

	2013	2012
Amounts shown in the balance sheet		
Cash at banks	349.6	154.9
Deposits with banks and other financial institutions	14,730.9	13,026.6
	<hr/>	<hr/>
	15,080.5	13,181.5
Less: Amounts with original maturity beyond three months	(6,302.0)	(5,620.9)
	<hr/>	<hr/>
Cash and cash equivalents in the statement of cash flows	8,778.5	7,560.6
	<hr/> <hr/>	<hr/> <hr/>

21. CONTINGENT LIABILITIES

As at 31 August 2013 the Fund was a defendant in two legal claims lodged in the United States. The total amount of the claims was US\$343,120.

22. FINANCIAL RISK MANAGEMENT

(a) Investment management and control

The day-to-day management of the Fund is the responsibility of the Treasurer who is appointed by the Director of Accounting Services under Fund Rule 5(4). The investment functions are the responsibility of the Board of Control who formulates the investment strategies of the Fund within the investment framework approved by the Financial Secretary. All sums considered by the Board to be surplus to the normal cash requirements of the Fund may at the direction of the Board be invested by the Treasurer as well as external investment managers who are appointed by the Board with the approval of the Financial Secretary.

The Fund's investment objective is to maximise the recurrent and capital returns on the Fund assets and at the same time observe the principle of prudence.

Each year the Board approves an annual investment plan consistent with the Fund's investment objective. The investment performance of the Fund is then monitored through the Investment Sub-committee which meets on a quarterly basis to review investment reports prepared by the Treasurer and to interview the Fund's external investment managers.

The investment management and control of the Fund are set out in a documented risk management and investment strategy and reviewed on a regular basis by the Board.

(b) **Market risk**

Market risk is the risk that changes in market variables such as equity prices, interest rates and currency exchange rates may affect the fair value or cash flows of a financial instrument.

(i) **Equity price risk**

Equity price risk is the risk of loss arising from changes in equity prices. The Fund's equities are subject to the equity price risk inherent in all equity securities i.e. the value of holdings may fall as well as rise. As at 31 August 2013, the equities were included in securities as shown in note 5. The risk is primarily addressed through diversification of investment portfolio in accordance with a documented risk management and investment strategy, and the Fund monitors the risk on a continuous basis.

It was estimated that, as at 31 August 2013, a 10% increase/decrease in the market bid prices of the equities, with all other variables held constant, would increase/decrease the revaluation gains recognised in the reserve fund for the year by HK\$2,774.7 million (2012: HK\$2,388.7 million).

(ii) **Interest rate risk**

Interest rate risk refers to the risk of loss arising from changes in market interest rates. This can be further classified into fair value interest rate risk and cash flow interest rate risk.

Fair value interest rate risk is the risk that the fair value of a financial instrument will fluctuate because of changes in market interest rates. Since a substantial portion of the Fund's debt securities and all of its deposits with banks and other financial institutions bear interest at fixed rates, their fair values will fall when market interest rates increase. Investments in debt securities are made in accordance with a documented risk management and investment strategy, and the Fund monitors the fair value interest rate risk on a continuous basis.

It was estimated that, as at 31 August 2013, a 100 basis points increase/decrease in interest rates, with all other variables held constant, would decrease/increase the revaluation gains on the debt securities recognised in the reserve fund for the year by HK\$1,187.9 million (2012: HK\$1,416.2 million). As regards deposits with banks and other financial institutions, since they are all stated at amortised cost, their carrying amounts will not be affected by changes in market interest rates.

Cash flow interest rate risk is the risk that future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Fund does not have a significant exposure to cash flow interest rate risk because only a small portion of its debt securities bear interest at rates determined by reference to market interest rates.

(iii) Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in currency exchange rates. The Fund's overseas investments are exposed to currency risk. The Fund only makes investments denominated in Hong Kong dollar, US dollar, Renminbi and currencies of countries whose foreign currency long-term debt has a high credit rating. The Fund's exposure to currency risk is handled in accordance with a documented risk management and investment strategy, and the Fund monitors the risk on a continuous basis.

The net exposure to each currency at the balance sheet date arising from recognised assets and liabilities after taking into account the effect of forward currency contracts is shown below:

	2013	2012
Hong Kong dollar	28,645.8	24,830.6
US dollar	18,224.2	17,350.1
Euro	4,281.5	5,944.8
Renminbi	6,159.5	4,752.0
Japanese yen	2,780.0	3,462.4
Pound sterling	1,903.7	1,986.8
Others	2,679.9	3,112.8
	<u>64,674.6</u>	<u>61,439.5</u>

It was estimated that, as at 31 August 2013, a 0.5% increase/decrease in the exchange rate of US dollar against Hong Kong dollar, with all other variables held constant, would increase/decrease the exchange gains as included in revaluation gains recognised in the reserve fund for the year by HK\$91.1 million (2012: HK\$86.8 million).

It was estimated that, as at 31 August 2013, a 5% increase/decrease in the exchange rates of other currencies against Hong Kong dollar, with all other variables held constant, would increase/decrease the exchange

gains as included in revaluation gains recognised in the reserve fund for the year by HK\$890.2 million (2012: HK\$962.9 million).

(c) **Credit risk**

Credit risk is the risk that an issuer or a counterparty will cause a financial loss to the Fund by failing to discharge an obligation. Investments in debt securities, trading financial instruments, and loans and receivables are potentially subject to credit risk. The Fund selects issuer or counterparty with good credit standing, strong financial strength and sizeable capital. The Fund also limits the individual exposure, in accordance with a documented risk management and investment strategy. Hence the Fund does not have significant exposures to or concentration of credit risk.

The Fund monitors credit risk on a continuous basis. The maximum exposure to credit risk at the balance sheet date without taking account of collateral held or other credit enhancements, if any, is shown below:

	2013	2012
Cash at banks	349.6	154.9
Deposits with banks and other financial institutions	14,730.9	13,026.6
Debt securities	21,866.7	24,291.8
Trading financial instruments	43.9	7.3
Receivables and other assets	455.3	429.2
	<u>37,446.4</u>	<u>37,909.8</u>

The credit quality of cash at banks, deposits with banks and other financial institutions and debt securities, analysed by the ratings designated by Moody's or their equivalents, at the balance sheet date is shown below:

	2013	2012
Cash at banks and deposits with banks and other financial institutions, by credit rating		
Aa3 to Aa1	9,806.0	8,964.2
A3 to A1	5,274.5	4,217.3
	<u>15,080.5</u>	<u>13,181.5</u>
Debt securities, by credit rating		
Aaa	7,736.0	8,734.5
Aa3 to Aa1	6,291.2	7,968.5
A3 to A1	7,210.3	6,916.5
Baa3 to Baa1	509.2	503.6
Ba1	120.0	168.7
	<u>21,866.7</u>	<u>24,291.8</u>

(d) **Liquidity risk**

Liquidity risk is the risk that the Fund will encounter difficulty in meeting obligations associated with financial liabilities. The Fund monitors the liquidity requirements on a continuous basis and maintains a level of short-term deposits and cash to pay withdrawals by ex-contributors as necessary. Hence the Fund does not have significant exposures to liquidity risk.

23. **FAIR VALUES OF FINANCIAL INSTRUMENTS**

(a) **Fair values**

The fair values of financial instruments quoted in active markets are their quoted prices at the balance sheet date. In the absence of such quoted market prices, fair values are estimated using present value or other valuation techniques, using inputs based on market conditions existing at the balance sheet date.

All financial instruments are stated in the balance sheet at amounts equal to or not materially different from their fair values.

(b) The carrying value of financial instruments measured at fair value at the balance sheet date according to the fair value hierarchy is shown below:

As at 31 August 2013

	Level 1	Level 2	Total
Assets			
Securities at fair value	38,758.2	10,855.2	49,613.4
Trading financial instruments	—	43.9	43.9
	<u>38,758.2</u>	<u>10,899.1</u>	<u>49,657.3</u>
Liabilities			
Trading financial instruments	—	9.7	9.7
	<u>—</u>	<u>9.7</u>	<u>9.7</u>

As at 31 August 2012

	Level 1	Level 2	Total
Assets			
Securities at fair value	34,947.6	13,231.0	48,178.6
Trading financial instruments	—	7.3	7.3
	<u>34,947.6</u>	<u>13,238.3</u>	<u>48,185.9</u>
Liabilities			
Trading financial instruments	—	54.5	54.5
	<u>—</u>	<u>54.5</u>	<u>54.5</u>

No financial assets or liabilities were classified under Level 3.

The three levels of the fair value hierarchy are:

- Level 1: fair values of financial instruments are quoted prices (unadjusted) in active markets for identical assets or liabilities;
- Level 2: fair values of financial instruments are determined involving inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices); and
- Level 3: fair values of financial instruments are determined with inputs that are not based on observable market data (unobservable inputs).

24. POSSIBLE IMPACT OF AMENDMENTS, NEW STANDARDS AND INTERPRETATIONS ISSUED BUT NOT YET EFFECTIVE FOR THE YEAR ENDED 31 AUGUST 2013

Up to the date of issue of the financial statements, the HKICPA has issued a number of amendments, new standards and interpretations which are not yet effective for the year ended 31 August 2013 and which have not been early adopted in the financial statements.

The Fund is in the process of making an assessment of what the impact of these amendments, new standards and interpretations is expected to be in the period of initial adoption. So far, it has concluded that the adoption of them is unlikely to have a significant impact on the Fund's results of operations and financial position.

The following developments may result in new or amended disclosures in future financial statements:

	Effective for accounting periods beginning on or after
Amendments to HKFRS 7, <i>Financial Instruments: Disclosures</i> – Disclosures - Offsetting Financial Assets and Financial Liabilities	1 January 2013
HKFRS 13, <i>Fair Value Measurement</i>	1 January 2013
Amendments to HKAS 32, <i>Financial Instruments: Presentation</i> – Offsetting Financial Assets and Financial Liabilities	1 January 2014
HKFRS 9, <i>Financial Instruments</i> *	—

* The mandatory effective date for HKFRS 9, *Financial Instruments*, will be determined when the outstanding phases of HKFRS 9 are finalised.