



Annual Report 2016

CONTENTS

Foreword.	2
Annual Report	
I Central Committee	3
II Executive Committee.	3
III Supporting Group on the Execution of Central Council's Policies	4
IV Formation Committee.	5
V Financial Report	5
VI Evangelization	6
VII Laity Formation.	14
VIII Social Concern Activities	21
IX Liaison Work	21
X Participation in Diocesan Events.	23
XI Concern for the Church in China.	25
XII Activity Room of the Central Council.	25
XIII Duties of the Secretariat	26
Word of Thanks	27
Appendix	
1 Attendance Record of AGM & Central Committee Meeting 2016	29
2 Membership List of the Executive Committee 2016.	35
3 Auditor's Report to the Members of HK Central Council of Catholic Laity	36
4 Income & Expenditure Account for the Year ended 31 Dec 2016.	38
5 Balance Sheet as at 31 December 2016	40
6 List of Evangelization Fund Grants 2016.	44
7 The 2017 Operating Plan.	45
8 The 2017 Budget	47

❖ FOREWORD ❖

Rev Francis Lau

2016 was a busy year for the Central Council. In addition to its own formation and evangelization projects, it responded to and took part in various Diocesan activities. Central Council’s Executive Committee Councillors were invited to join the Ad Hoc Committee for Jubilee of Mercy, and the Study Team on the Encyclical letter – *Laudato Si’* assisting the Diocese in carrying relevant tasks. With the collaboration among the Executive Committee, parish pastoral councils and volunteers, all projects were accomplished, and everyone involved had contributed their talent to build this “family”, the Church.

The Hong Kong Diocese takes “family” as the priority for the pastoral work in 2017 and encourages laity to study and live out “*Amoris Laetitia: Post-Synodal Apostolic Exhortation on love in the family*”. I believe every parish has already followed this directive to formulate their own annual plans. The Central Council has given its immediate response as well by studying the Apostolic Exhortation in each Formation Committee Meeting. Apart from self-formation, this may help to facilitate sharing insights with laity.

The Central Council is like a “family” with its members being the representatives from all parish pastoral councils. The bimonthly Central Committee Meetings serve as reunion occasions for these family members to share, communicate, and gain support from each other to solve problems. In order to lead more people to come and acquaint with this “family”, every family member should make their charismatic contributions to shape this “family” to become a vibrant and lively one filled with Lord’s love.

Within the Central Council “family”, let us be the witnesses of the “family” as mentioned in the Apostolic Exhortation. This “family” is a gift from the Lord, as it perseveres in a love strengthened by the virtues of generosity, commitment, fidelity and patience. [Cf. *Amoris Laetitia* 5].

ANNUAL REPORT

I. Central Committee

The 57th Annual General Meeting was held on March 3, 2016 at the Central Council's Activity Room ("Activity Room"), 5th Floor, Holy Cross Centre. His Eminence Cardinal John Tong Hon officiated at the meeting. Attendees included Rev Dominic Chan, Rev Lawrence Lee, Rev Peter Leung, religious and laity, former Executive Committee Councillors and Central Committee Councillors making up a total of 133 persons.

Five Central Committee Meetings were held during the year. Apart from reporting on the Central Council's activities, Central Committee Councillors shared their latest news, activities and experiences during the "Members' Sharing Session". Guest speakers and Central Committee Councillors were invited to share their insights and responses respectively to the following topics:

- April Activities of Parishes & Lay Associations in response to Jubilee of Mercy - review & the way forward.
- June Appeal from the Encyclical Letter – Laudato Si' to save the Ecosystem Crisis and Introducing the Micro-actions of Angels on Earth
- August Multi-facets of Evangelization
- October Experiences on Mission Sunday Celebration 2016
- December How to respond to the priority for the pastoral work of the Diocese in 2017 – Care for marriage, family and life; Study and live out 'The Joy of Love'

The overall average attendance rate in 2016 was 61.1% (last year 60.5%). The attendance rate of parish councils was 66.4% (last year 67.3%) and the attendance rate of lay associations was 51.7% (last year 48.3%). Please refer to Appendix 1 for details.

II. Executive Committee

The Executive Committee consists of 13 Councillors (please refer to Appendix 2), who meet with the Spiritual Director and the Executive

Secretary on a monthly basis. A core team comprising the Spiritual Director, President, Vice Presidents, Treasurer, Ex-Officio Councillor and the Executive Secretary also meet monthly to discuss and monitor the development of various projects.

A 1-day retreat was held on July 1 at the St Paul's House of Prayer, Sheung Shui N.T., Executive Committee Councillors, members of Formation Committee, and members of 101 Gathering Organising Committee attended. The theme of the retreat was "Pilgrimage in the Daily Life". Participants reflected on how to extend the spirit of pilgrimage to their busy daily life and make their choice to follow God's way.

On August 28, the Executive Committee Councillors and all Secretariat staff attended the annual review and planning workshop.

The Executive Committee and the Secretariat gave their full support in diocesan activities relating to the Year of Consecrated Life, Extraordinary Jubilee of Mercy, Study on the Encyclical Letter - *Laudato Si'*, and Mission Sunday 2017.

III. Supporting Group on the Execution of Central Council's Policies

This Supporting Group was formed in 2010, which offers a good opportunity to work together among the Central Council, the parishes and the lay associations. Apart from the Spiritual Director, Executive Secretary and 4 Executive Committee Councillors, other members are representatives from 8 deaneries and 2 lay associations, making up a total of 15 persons. In the meetings, members shared their viewpoints and made suggestions on execution of annual operating plan. It helped to better understand the needs and difficulties faced by the parishes and lay associations when organising various activities. Three meetings were held during the year.

Members' Sharing Session has become a regular agenda item of the Central Committee Meeting since 2014. Central Committee Councillors thus had the opportunity to proactively share their latest news. Moreover, they gave out their views and shared experiences

freely during the reporting session and the specific sharing session. Since the Members' Sharing Session served similar function of the Supporting Group, the resolution to dissolve it was endorsed in the Executive Committee Meeting in September. In the 21st Meeting of the Supporting Group held on September 27, members also reached the same consensus. Therefore, upon the completion of their historic mission, this Supporting Group was announced to be dissolved with immediate effect.

IV. Formation Committee

The Formation Committee has 14 members comprising 3 Executive Committee Councillors, the Formation Officer, the Executive Secretary, 1 religious Sister and 8 lay persons. Monthly meetings are held to plan formation activities and programmes, and offer support for parishes. In addition, there are ad hoc committees catering for the lay formation programmes (elementary and intermediate levels), and the production of formation materials.

In every meeting, a 30-minute session was designated for in-house formation. The study of Apostolic Exhortation "Evangelii Gaudium" was completed during the year.

In the meeting of July, members discussed and defined the direction for the coming year. Please refer to pages 13-19 for details of formation activities held.

V. Financial Report

Total income for the year ended December 31, 2016 was \$3,464,922.00 (last year \$3,370,461.00) expenditure was \$3,948,860.00 (last year \$3,531,491.00). A year-end deficit of \$483,938.00 (last year \$171,530.00) was recorded. As at December 31, 2016, the reserve was \$8,401,690.00 (last year \$8,885,628.00). Please refer to Appendices 3, 4 and 5 for details.

The Central Council would like to thank all parishes, religious institutes, lay associations and the laity for their generous donations, and look forward to their continuous support in the years ahead.

VI. Evangelization

1. Evangelization Committee

This committee is led by the President, and its membership includes Vice Presidents and the leaders of all evangelization working groups and the Executive Secretary. Three meetings were held during the year for monitoring the progress of all evangelization projects; designing and producing evangelization media; and developing new evangelization horizons. The committee also paid close attention to all the evangelization needs of the parishes, lay associations and schools thereby cultivating a closer co-operation among them.

2. 101 Gathering

101 Gathering is a simple but effective means of evangelization, and its objective is to let a non-Catholic get to know the Catholic faith and explore deeply queries in their life in a casual environment. The laity could make use of this opportunity to carry out the mission of evangelization by accompanying at least one non-Catholic friend to attend this gathering.

This Gathering was held every even month on the 4th Wednesday night at the Activity Room. During the year, 6 gatherings were organized with the following themes: “The Angel Principal”, “You are the Letter, I am the Postman”, “Pass It On – Change, Change, Change”, “Happy Worried Person”, “Desire Beauty, Appreciate Beauty”, “Embracing Christmas”. Programme included movie show, sharing, short talk from the Spiritual Director, questions and answers, dinner, hymns and prayers, etc.

Same as last year, the gathering in June was co-organised with the Holy Cross Parish. Newly baptised Catholics were invited to share their experience in conversion progress, and change in perspective of values after conversion. The gathering ended with the guest speakers igniting the candles of the participants with the light from the Easter Candle, which symbolised the passing on of the light of Christ to their hearts; and the blessing from the priest.

On average, 27 persons (excluding helpers) attended each event with 60% of them being non-Catholics. As a result of 6 gatherings, 6 persons expressed their wishes to join catechumenate class and one enrolled in the Catechetical Correspondence Course.

2016 calendar cards showing scheduled dates of 101 Gatherings were printed and distributed to parishes for the promotion of the Gathering. They are intended to be used for facilitating laity to invite their friends and relatives to join the gathering.

Currently there are 21 organising committee members of whom 7 are core members. In their monthly meetings, members discuss the content of the gathering and train up their junior members as well. The core team also meets every two months to evaluate and plan for the operation.

The summary of 101 Gatherings has been uploaded to the Central Council's website for easy reference. Parishes and Catholic schools are welcome to borrow the resources for organizing similar evangelization gatherings.

URL: http://www.hkcccl.org.hk/page/101/101_program_summary.pdf

3. Street Missionary

The Central Council organised 6 street missionary activities - to reach out pedestrians at Sai Kung Waterfront Park, Chinese New Year Fair in Victoria Park, the neighbourhood of Holy Cross Church and Quarry Bay Park, Hong Kong Book Fair, Sun Yat Sen Memorial Park and Caritas Bazaar at Victoria Park.

For the two major events at Chinese New Year Fair and Hong Kong Book Fair, pledging ceremonies were held beforehand to help volunteers to know each other, comprehend the work scope and skills, and share experience so as to better equip themselves for street missionary. Rev Francis Lau, the Spiritual Director, presided at the rite of sending to elevate the morale of participants. Volunteers mainly came from the Legion of Mary and parishes.

In 2016, 341 volunteers (last year 332) took part in street missionary, and approached 6,292 persons (last year 6,297) of whom 4,816 were non-Catholics (76.5%).

The Central Council provided all evangelization media.

4. Street Missionary Variety Show

The Central Council organised an evangelization event on Saturday, January 9 at the Sai Kung Park from 3:00 p.m. to 5:00 p.m. with the theme "God is Love, Peace and Joy at Sai Kung". Through the performances by various groups on stage, pedestrians were attracted. Programme included band show, clown performance, magic, Cantonese opera with evangelization message, priest's sharing and blessing. Under the joyful and relaxed atmosphere, the event aimed to share among people on site with God's love, peace and joy. The Parish Pastoral Council of Sai Kung Sacred Heart Church gave support to the function. Clergy present included Rev Carlo Tei, Rev Francis Lau and Rev Deacon Pio Ng.

Before the show, volunteers were sent out to the vicinity to carry out street missionary and to invite people to the show as well. 39 volunteers took part in the street missionary, and approached 649 persons of whom 85% were non-Catholics.

5. Chinese New Year Evangelization Stall

During the Chinese New Year Fair (from February 2 to 8), the Central Council set up a stall at the Victoria Park for the purpose of evangelization. A bid of \$34,300 was successfully placed for stall number "7" which served as the base for street missionary. The theme of the stall was "God is Love". Three pledging ceremonies were held beforehand and a total of 222 volunteers attended.

On February 2, Rev Francis Lau was invited to officiate the opening ceremony to bless the stall and helpers. Equipped with red-packets, fai-chuns, contact cards and pamphlets as media of evangelization, volunteers introduced catholicism on site. Before the event, a group of volunteers prepared 30,000 pieces of "evangelization fish" for free distribution to pedestrians and a few hundreds of hand-made display

items were made for sale. The Holy Cross Parish Cantonese Opera Group and the youth band “晨聲樂隊” took part in the fair to evangelize through their singing and enhance the on-site ambience. The pretty lanterns and display items attracted many local and foreign visitors to the stall.

109 volunteers from legionaries and parishioners took part in the street missionary. They had made contact with 2,074 persons, of whom 76% were non-Catholics. Total donation of \$109,098.00 was received and expenses of \$76,038.83 was recorded (including stall rental fee, material cost, etc.).

6. Hong Kong Book Fair

The Central Council joined the Hong Kong Book Fair held at the Hong Kong Convention & Exhibition Centre from July 20 to 26. The booth was located within the Catholic Zone, and “Love God, Love Mankind and Love the Earth, Co-create a New Heaven and a New World” was the main theme of the booth. Pledging ceremonies were held beforehand.

His Eminence Cardinal John Tong officiated the blessing ceremony of the Catholic Zone and the Most Rev Michael Yeung was in attendance to bless the workers in the sending ceremony.

In accordance with the theme, the Central Council designed an Octopus card case for free distribution to fair-goers. Street missionaries made use of this item to start a conversation with them and spread the gospel message. They also invited fair-goers to write prayers on an animal-shaped wish card and posted it on the huge stall backdrop. Children were also invited to colour a themed sheet to create a new heaven and a new world. Over 1,000 wish cards and 100 colouring sheets were collected. During the Sunday Mass on July 31 at the Holy Cross Church, these items were presented as offering and parishioners were invited to pray for these intentions.

Books promoted at the stall included 5 books of Amazing Series by Sr Maria Ko, Children's Bible, Light and Salt Kindergarten Story Series, books published by Sign Editorial Board, other spiritual publications and evangelization items. “Evangelization VISA Card” was promoted

on site. 152 volunteers from legionaries and parishes took part in helping in the stall, and street missionaries. The latter has made contact with 3,180 persons of whom 74% were non-Catholics.

7. Evangelization Media Production

i. Chinese New Year's Fai-Chun, Red-Packet and Blessing Card

The Central Council printed 150,000 sets of fai-chun and 160,000 blessing cards, distributed to the laity before Chinese New Year for season's greetings. Words displayed on the fai-chun were "Spring breeze brings warmth and harmony, God grants peace and blesses people". Based on the quantities as requested by parishes, Catholic schools and lay associations, the Central Council printed 6 million red-packets in 4-colour and 400 thousand small blessing cards. The red-packets adopted an environmental-friendly design for repeated use, and the cover showed "Grace passing on to families, Homes brimming with God's Love". The small blessing card is specially designed as an insert for the red-packets to pass on God's Blessing to friends and relatives through the packets. All above items were distributed to parishioners through parishes, Catholic schools and lay associations for evangelization during Chinese New Year.

The printing cost of 6 million red-packets was \$493,000, of which \$295,800 was sponsored by the Evangelization Fund.

ii. Chinese New Year Display Items

The Central Council invited tens of volunteers to make 30,000 "evangelization fish" with printed evangelization verse, a variety of lanterns and display items with red-packets of past years, and 3D decorations with the words "Peace, Luck, Love God, Love Mankind". These items were given out or sold to visitors at the Chinese New Year Evangelization stall.

iii. Design and Production of New Evangelization Materials

Octopus card case: This item was specially made for the

evangelization in Book Fair. 40,000 pieces with an artwork theme of “Love God, Love Mankind and Love the Earth, Co-create a New Heaven and a New World” were made and given away to the fair-goers. Parishes, Catholic schools and lay associations may place request for the provision of this item for their evangelization activities.

iv. Other Evangelization Items Available for Collection on Request

- evangelization ball pen
- mobile phone screen-cleaner
- mobile phone holder
- evangelization card
- eco-bag
- “What Do You Lack?” contact card
- Catholics’ Perspective on Life and Faith” Evangelization booklet
- “To Know the Catholic Faith” booklet
- Thank-you cards with envelopes for use at funerals
- English versions of “The History of Evangelization in Hong Kong”
- Easter card with envelopes, etc

8. Production of Evangelization Visual Media

i. Evangelization Website (www.evanlife.org.hk)

The Central Council posted various kinds of evangelization materials in the website such as introduction of evangelization, evangelization resources, garden of faith, evangelization sharings, etc. Some of them such as photos of evangelization materials, Gospel songs and "The History of Evangelization in Hong Kong" booklets can be downloaded for use. Moreover, the recent church documents and news of the Hong Kong Catholic Diocese were also being posted on the website.

ii. Central Council’s Website (www.hkcccl.org.hk)

Apart from introducing the mission of the Central Council, the Executive Committee and the membership of the Central

Council, the website also posted the activity information of evangelization, lay formation and social concern events, and the resource materials of past formation events such as PowerPoint and notes. To promote the diocesan priority for the pastoral work, latest news of the Year of Consecrated Life, Extraordinary Jubilee of Mercy, and Study Team on the Encyclical Letter - Laudato Si' was uploaded.

iii. Evangelization Digital Resources

A total of 56 short videos were uploaded to the YouTube Channel of Hong Kong Central Council of Catholic Laity. The new productions of this year included: The Church is Our Home 2016; Pilgrimage Series (3 episodes); Jubilee for Catechists (6 episodes) and The 28th Plenary Assembly of the Pontifical Council for Catholic Laity (2 episodes).

9. Evangelization VISA Card (“EVC”)

The EVC was jointly launched by the Central Council and the Wing Lung Bank in March 1999, which includes classic, gold and platinum cards. For each spending made through EVC, Wing Lung Bank contributes to the Evangelization Fund a rebate equivalent to 0.45% of the spending amount in support of evangelization activities. When using EVC, laity can introduce the Catholic faith to their non-Catholic friends and relatives. This card is considered to be an effective medium with broader spectrum and diversity.

Through their EVC accounts or any VISA card accounts, the laity may make donations to designated parishes, diocesan organisations, and lay communities. Wing Lung Bank charges the beneficiary parishes/organisations 2% of the donation amount as handling fee.

As at end-December 2016, there were 6,039 EVC cardholders (last year 6,322). During the year, EVC promotion was arranged at the Orientation Day for the newly baptised and the Hong Kong Book Fair. Moreover, Executive Committee Councillor and Wing Lung Bank staff conducted a roadshow in the Mission Sunday activity of South-West Kowloon Deanery.

10. Evangelization Fund

Funding comes from the rebate (0.45%) of each spending made through the EVC, from which to sponsor the evangelization activities of various catholic communities. The Evangelization Fund Ad Hoc Committee is responsible for the governance and approval of all grant applications.

The 9th Evangelization Fund Ad Hoc Committee (2015-2017) consists of 17 members. Apart from 2 independent advisors and 4 representatives from the Executive Committee of the Central Council, namely the Spiritual Director, the President, the Treasurer, and the Executive Secretary, the other 11 members are representatives from 8 deaneries and 3 diocesan lay associations.

Rebate received during the year amounted to \$384,248.00 (last year \$401,240.00). 22 entities (last year 18) including 6 parishes, 7 schools and 9 church communities received total grant of \$539,184.00 (last year \$445,959.00). Please see Appendix 6 for detailed information.

Applications for Evangelization Fund are assessed quarterly. Deadlines for application submissions are end of October, January, April and July.

During EVC promotion, the Central Council also gave a brief account of the current profile of the Evangelization Fund to let the laity understand the operation and the scope of subsidised activities so as to motivate them to apply for and keep on using EVC.

11. Catechetical Course (Correspondence & Online)

This course is designed for non-Catholics who are searching for faith, and conducted via correspondence or online. Students are required to study the course materials and then submit their homework which would be reviewed by the tutors and returned to them afterwards, and may send queries and/or sharing to their tutors. The Secretariat is responsible for the co-ordination. During the year, three meetings were held with the voluntary tutors to review their problems encountered and seek solutions.

Currently there were 6 tutors and 48 students enrolled in the correspondence course, and 4 of them were new recruits.

The online course was manned by 10 tutors and the total number of active students was 15. The URL of the online course is <http://course.hkcccl.org.hk>.

Some parish catechists also distributed these course materials to catechumens for their reference. The course contents are available for browsing at the Central Council's website.

VII. Laity Formation

1. Formation Programmes for the Parish

At the request of the parishes listed below, the Central Council conducted the following formation activities:

	Parish	Theme	Date	No. of attendees
1	St Patrick's Parish	Sharing of evangelization experiences gained from the Chinese New Year Fair	January 24, after Holy Communion of three masses	~400
2	SS Cosmas and Damian Parish	Formation of Parish Pastoral Councillors and Laity Leaders	July 31 (pm) & August 7 (pm)	28
3	St Stephen's Parish	Formation of Parish Pastoral Councillors and Laity Leaders	October 1 (full day)	32
4	St Paul's Parish	How to strengthen the communal spirituality of parish lay associations	October 30 (pm)	27

2. The Retreat for the Laity

The Central Council organised 7 retreats at the Diocesan Retreat House and the details were as follows:

Date	Theme	Spiritual director	No of attendees
February 27-28	God, have mercy on us	Rev Bedu Liu	46
March 16-17 (Lent)	Be merciful like the Father	Rev Lam Minh Pierre	27

Date	Theme	Spiritual director	No of attendees
April 16-17	With mercy and love, one is chosen	Most Rev Joseph Ha	45
June 25-26	Looking for the merciful face of the Father – Art & Spirituality	Rev Matthew Chan	41
August 20-21	Happy are the poor in spirit - Manifestation of God's Mercy	Rev Peter Choy	38
October 1-2 (For newly baptised)	Encountering God, Experiencing His Mercy	Most Rev Joseph Ha	40
December 17-18 (Advent)	Climbing the Peak	Rev Simon Wong	44
		Total	281

3. Orientation Day for the Newly Baptised

The event was held on May 1, from 1:00 p.m. to 5:00 p.m. at Southern Stadium in Wan Chai. The theme was “Our Church is my family, Let us jointly build the Church - Be Merciful Like Our Father, Upholding Charity and Love in a New Life”. Over 815 newly baptised and catechumenate tutors attended.

His Eminence Cardinal John Tong attended the function to welcome all newly baptised and delivered an encouragement message and greetings. Auxiliary Bishops, the Most Rev Michael Yeung and Most Rev Joseph Ha, and Chancellor, Rev Lawrence Lee were also present and had a heart-to-heart sharing session with the newly baptised. Rev Dominic Chan, Vicar General was not available but greeting the audience through a short video.

Programme included: the youth band “晨聲樂隊” and the Catholic Rosary Evangelical Dance Group leading the audience some action songs, the drama "Who is the laity?" performed by Augustine Drama Group, and the presentation of "The Church is my family" video. Finally Cardinal John Tong presented to each tutor of catechumenate class a souvenir (8G USB flash drive) as a token of thanks and the newly baptised sang the song “You Raise Me Up” to express their most

sincere thanks to their instructors.

In addition to the orientation gathering, exhibition of church history and sale of religious books were arranged. Six suppliers took part to promote books on biblical reading, spirituality /lay formation and religious items.

4. "Love God More Day by Day" Lay Formation Programme (Elementary Level)

The Central Council organised this course in collaboration with the Diocesan Catechetical Centre to provide on-going formation to the laity (baptised within three years) or those who have not received any formation after baby-baptism or the Sacraments of Initiation. The course provided a systematic post-baptismal formation on Christian's life and spirituality, Sacred Scriptures, Liturgy, Christian values, Social Ethics and Evangelization. In addition to classroom lectures, there were a retreat and three life camps, each for orientation, sodality and conclusion. Formation Committee members, experienced catechists and mentors formed the teaching team, and priests, religious sisters and lay persons were invited as guest speakers.

The sixth class was held every Wednesday night at the Activity Room from October 3, 2015 and to May 15, 2016 with 15 students completed the course.

The seventh class commenced on September 17 and would end on April 30, 2017. The class was held at the 17th floor of Catholic Centre. 23 students enrolled.

5. "Rabbi, where do you live?" Lay Formation Programme (Intermediate Level)

The course targeted at lay persons baptised for at least 3 years or those who had finished the Lay Formation Programme (Elementary Level). The full course consisted of 5 units, which were: Christian Spirituality and Mission, Sacred Scriptures, Liturgy, Doctrine, and Moral Studies. In addition to lectures, participants were required to take part in camps and retreats to deepen their relationship with God.

The fourth class began on October 10, 2015 and finished on April 24, 2016. Lectures were held every Tuesday at Talentum Bookshop. 19 students finished the course.

The fifth class started on September 24, 2016 and would finish on April 23, 2017. Lectures were held every Tuesday at the Activity Room or Talentum Bookshop. 20 students enrolled in the full programme and 6 enrolled in selected modules.

6. Parish Pastoral Council (PPC) Formation Series

The source of course materials came from the reference book 《Revisioning the Parish Pastoral Council – A Workbook》 which was used as a blueprint. The course design took into account the real situation of Hong Kong parishes. Based on the Sacred Scriptures and Church Documents, and through activities, lectures and reflection, participants could learn the “pastoral” attributes of PPC. Moreover, through exploring the “7 Essential Elements of Parish Life”, the course could help the Executive Committee Councillors of PPC and lay leaders with parish ministries fulfil their mission more effectively and assist the parish to plan and draw up the pastoral direction.

The second class was originally scheduled for April 9 to June 18. Due to insufficient enrollment, the class was cancelled.

7. Local Study Pilgrimage

The Central Council organised a pilgrimage on April, 23 to visit the Missionary Oblates of Mary Immaculate (OMI) and the Notre Dame Parish. There were 24 participants. Programme included introduction of the spirit and services of OMI, joining the mass of OMI Family, veneration of relics of the late Pope Saint John Paul II, Saint Eugene de Mazenod (the founder of OMI) and St Faustina Kowalska. Representative of the Parish Pastoral Council of the Notre Dame Parish gave introduction to the history of the three saints and a guided tour. Recruitment of helpers for the OMI voluntary work at Yau Ma Tei, To Kwa Wan and was made on site.

8. Gathering of Catechists

The gathering for the catechists was held on January 25, at the Parish Hall of Rosary Church (Tsim Sha Tsui) and the theme was “I write from my heart, my heart belongs to God - How to promote the spiritual life of the newly baptised” . Programme included a lecture by the Most Rev Joseph Ha and the promotion of "Spiritual Journal" by the Formation Committee of the Central Council. Participants were invited to share their experiences and difficulties encountered when writing the "Spiritual Journal". A total of 99 catechemunate tutors participated.

9. Post-baptismal Catechetical Course (Correspondence & Online)

This course offers the laity a chance to renew their faith. There are 17 units for selection. Students are required to study the course materials and then submit their homework which would be reviewed by the tutors and returned to them afterwards, and may send queries and/or sharing to their tutors.

During the year, there were 165 students with 7 new students enrolled in the correspondence course, and 10 tutors.

For the online course, there were 466 online learners and 10 tutors.

URL: <http://course.hkcccl.org.hk>

10. Light and Salt Kindergarten Story Series

This series provides a set of lively and dynamic supplementary teaching materials for Catholic kindergarten teachers to use in Religious Studies lessons. It is a joint publication of the Central Council and the Diocesan Catechetical Commission (Editorial Group for Kindergarten Material). The series has been well received and adopted by the Catholic kindergarten teachers and principals. The series consists of 42 volumes, 15 each for senior and junior classes, and 12 for nursery. In this year, 43,127 copies were subscribed and 195 complimentary copies of Teachers Books were provided to schools.

11. Laity Resources Centre

To further nurture the faith and spirituality of laity, the Central Council established this Centre in 2013 with an aim of enhancing their knowledge of spirituality, Sacred Scriptures, catechism, lay ministry, and learning their respective parishes through the provision of books, publications, information pamphlets and DVD, etc. Parishes may also provide the Centre with their published bulletins and publications for display, to facilitate the Centre as a platform for information sharing among parishes. There was a collection of approximately 3,799 books including 174 new books bought for the year. Within the year, the Centre received 407 visitors, and loaned out 109 books. Since its establishment, a total of 94 library cards were issued.

Since there were few visitors during evening hours, the operating hours were rescheduled as follows: Monday-Saturday 10am-12 noon; 2-5pm; Sunday 10am-1pm.

There were 9 regular volunteers on duty as library assistants.

12. Formation Materials

i. Spiritual Journal

The Central Council published a book “Spiritual Journal – Lord, Abide with us!” (hard cover printing), a spiritual diary for laity, with an objective of nourishing the newly baptised a daily spirituality habit of reading the Sacred Scriptures, praying, reflection and integrating faith and life. The core section consisted of 366 diary pages with biblical verses or saints’ quotes for reflection. In addition, useful information was provided for browsing, for example, different ways of reading the Sacred Scriptures, spiritual practice and praying methods; liturgical calendar, lay ministry and mission, life of lay faithful and lay formation resources, etc.

During the year 2016, copies of Journals were given to the catechumenate tutors and those newly baptised who received the Sacraments of Initiation and Confirmation in Easter. Remaining copies (at low stock) were sold at concessionary price.

In April, a questionnaire was sent out to the catechumenate tutors and the newly baptised soliciting their feedback on the Journal. After consolidating their feedback and suggestions, the book was being enhanced. In addition to the original contents, 3 new sections were added, including introductions from Most Rev Joseph Ha, "What is a Spiritual Journal?" , "How to write a Spiritual Journal?", and the works of the HKCCCL. The book was also trimmed down to 96 pages in paper pack printing for easy carry and writing. The enhanced edition would be freely distributed to the newly baptised and those receiving Sacrament of Confirmation in Easter 2017.

ii. " Dear God" Children Prayer Book (New Edition)

Feedback received from the newly baptised indicating that they had difficulties in teaching their children how to pray. For this reason, this book was re-edited to help the parents nourish their children a good praying habit. The target groups were the students of the Catholic kindergartens and junior primary schools. Through a series of daily situations, the book illustrated to the children that they could pray at any time, any place, for any matters and intentions. The book will be ready by mid-2017 with a promotion to parishes and Catholic schools.

iii. Materials given out free of charge

Items included "Living Faith", "Nature of Catholics", "Lay Ministry" cards; "I am a Catholic" bookmarks and display items, "The Road of Mysteries" rosary pamphlets; and "Evangelize and I will be blessed", etc.

iv. Various Spiritual and Formation Books

Items included "The Amazing Series", 5 books written by Sr. Maria Ko, "Rosary: My Favourite Prayer", "Seize the Day", "Dare to Journey", "Questions & Answers on Catholic Faith", "Children's Bible", etc.

VIII. Social Concern Activities

1. Supporting Team for Parish Social Concern Groups

The Central Council continued to participate in meetings of the Supporting Team. Four meetings were held in the year. On February 27, a sharing session was organized at St Francis of Assisi Parish and the Central Council manned the reception.

2. The Caritas Bazaar

On November 6, the Central Council joined force with Advent Catholic Service Centre in the Caritas Bazaar held on Hong Kong Island. To bring up the theme of the bazaar, “Give them a Ray of Hope”, the Central Council designed two games, namely “Love God, Love Mankind and Love the Earth” and “Co-create a New Heaven and a New World”. Moreover, there were sales of goods. The Advent Catholic Service Centre mainly sold evangelization items. Street missionary was arranged on site and 175 persons were contacted, of whom 82% were non-Catholics.

IX. Liaison Work

1. Liaison with Member Organizations

Central Council has 81 member organisations including 52 Parish Councils/Parish Pastoral Councils and 29 Diocesan Lay Associations. To keep in close contact with member organizations, the Executive Committee Councillors, prior to each Central Committee Meeting and the Annual General Meeting, contacted the representatives by phone and/or email, inviting them to attend the Central Committee Meeting and Annual General Meeting.

The Executive Committee Councillors also attended the Deanery Leaders’ meetings and participated in their activities. In the meetings, the former highlighted the latest news of the Central Council and exchanged views with the parish leaders. This served the purpose to strengthen the communication between the Central Council and deaneries/parishes.

The Executive Committee Councillors attended the annual meetings, gatherings, feasts/activities held by the following communities :

Parishes

Mother of Christ Parish, Immaculate Heart of Mary Parish, St Peter's Parish, St Lawrence's Parish, St Mary's Parish, Holy Cross Parish, St Teresa's Parish, St Francis of Assisi Parish, St Francis Parish (Ma On Shan) and the Cathedral Parish.

Laity Associations

The Catholic Scout Guild, Focolare Movement, Hong Kong Federation of Catholic CU of the Laity, Hong Kong Catholic Nurses' Guild and Hong Kong Federation of Basic Christian Communities.

Others

Hong Kong Catholic Commission for Labour Affairs, Hong Kong Catholic Marriage Advisory Council, Diocesan Catechetical Centre, Hong Kong Catholic Biblical Institute and Hong Kong Catholic Lay Missionary Association

2. Other Liaison Work

To enhance the communication between the Central Council and other communities, the Executive Committee Councillors attended the following events:

January 16	Ordination mass of 2 permanent deacons, namely Tam Wing Keung Simon and Lam Chi Man John
March 3	Chinese New Year gathering hosted by the Colloquium of Six Religious Leaders of Hong Kong
June 16-18	The 28th Plenary Assembly of the Pontifical Council for Laity
August 20	Ordination mass of 2 deacons, namely Ignatius Lo King Ip and Paul Nguyen Kim Son
September 22	Cocktail reception organized by the religious subsector in Hong Kong for celebrating the 67th National Day

October 29	Ordination mass of 2 deacons, namely Wong Kwan Jor and Wu Wan Soong
December 8	Thanksgiving mass celebrating the Ordination Anniversaries of bishops, priests and the religious

X. Participation in Diocesan Events

1. Diocesan Ad Hoc Committees

The Central Council was invited by the Diocese to assign a representative to participate in each of the following ad hoc committees assisting in the planning and execution of related activities. The Executive Committee, Formation Committee and the Secretariat gave their full support to these events.

i. The Year of Consecrated Life

Mr Vitus Tai, former President of the Central Council, was appointed a member of the Ad Hoc Committee for the Year of Consecrated Life. Term of service ended on March 31, 2016. The Central Council and the Secretariat assisted and participated in the closing celebrations held between January 31 to February 2.

ii. Extraordinary Jubilee of Mercy

An Ad Hoc Committee for Jubilee of Mercy led by the Most Rev Joseph Ha was set up by the Diocese for the coordination and planning of related liturgical activities and celebrations. Ms Rosa Lai (President) and Ms Lee Ching Kam (Executive Committee Councillor), were appointed members of this Committee. Term of service ended on December 31, 2016. During the year, the Executive Committee and the Secretariat provided full support to the following events:

Date	Event
January 24	“Secular Love, Merciful Heart” Jubilee Lecture
Early February	Jubilee of Mercy Pilgrimage Guide Book of Hong Kong (English edition)

Date	Event
April 3	Jubilee for those who are devoted to the spirituality of Divine Mercy
April 24	Jubilee Teens Carnival
May 21	“Love, Neighbours from Faraway” Sharing Session
May 27	Visits to Elderly Home
June	Radio Broadcast Series
June 12	Jubilee Celebrations for the Sick and the Disabled
September 3-4	“The Saint of Mercy – Mother Teresa of Calcutta” Exhibition
September 25	Jubilee Celebrations for Catechists
October 9	Marian Jubilee
November 13	From Meditation to Evangelization – Voluntary Workers of Jubilee of Mercy Thanksgiving Reunion
November 13	Thanksgiving Mass for the conclusion of the Jubilee of Mercy (The Cathedral)

iii. Study on the Encyclical Letter - Laudato Si’

Ms Teresa Yiu, English Secretary of the Central Council was appointed a member of this Study Team. The term of service ended on December 31, 2016. During the year, the following activities were supported by the Executive Committee and the Secretariat:

Date	Event
March & August	2 articles published on the Kung Kao Po
April 16	Launching of the Chinese version of the Encyclical Letter - Laudato Si’
October 4	Eucharistic Celebration for the Closing of Creation Season
December	Radio Broadcast Series
December 19	Study Day for Diocesan Clergy

iv. Diocesan Vocation Commission

Mr Vitus Tai, Ex-officio Councillor of the Central Council, was appointed member of the Diocesan Vocation Commission. Term of office began on October 1, 2016 and would end on September 30, 2018. On 26 December, several Executive Committee Councillors rendered assistance in "2016 Vocation Walk".

2. Others

- i. On behalf of the Central Council, the Spiritual Director attended the meetings of Selection Committee on the Catholic Diocese of Hong Kong Laity Formation Fund.
- ii. The President participated in the general meetings of the Diocesan Pastoral Council.
- iii. The Formation Officer was appointed member of the Diocesan Commission for On-going Formation of the Laity and attended the meetings.

XI. Concern for the Church in China

The Secretariat received priests, religious brothers and sisters and lay persons from the Mainland, introducing the evangelization and formation work undertaken by the Central Council.

The Central Council also produced some contact cards and pamphlets in simplified Chinese containing information on churches in Mainland for giving out to visitors from Mainland in the course of street missionary.

XII. Activity Room of the Central Council

The Diocese provides the Central Council with an activity room situated at the 5th floor, Holy Cross Centre, 72 Yiu Hing Road, Shau Kei Wan, Hong Kong. The venue can accommodate about 150 persons. The venue is equipped with sound system, projector,

air-conditioning, drinking machine, Bibles, hymn books, and a basic supply of stationery.

During the year, 7 communities rented the room for a total of 89 sessions for conducting lectures and formation programmes.

XIII. Duties of the Secretariat

Apart from the Spiritual Director who is appointed by the Bishop of Hong Kong, 5 full-time and 1 part-time staff have been employed to serve the Secretariat. Their duties are as follows:

- Executive Secretary: attending all Executive Committee Meetings and Central Committee Meetings, implementing all proposals endorsed by the Central Council and following up various programmes, coordinating works for the Secretariat.
- Formation Officer: jointly working with the Formation Committee to coordinate, plan and execute all lay formation programmes.
- Executive Assistant: editing and promoting the “Light and Salt Kindergarten Story Series”; coordinating various evangelization activities including 101 Gathering; the correspondence/online courses and daily office duties.
- Two clerks: (i) managing the Laity Resources Centre, helping in evangelization activities, distributing various evangelization materials, and handling all daily office duties; (ii) discharging all clerical and accounting duties, managing the Activity Room and the Diocesan Retreat House and their rental, and handling all daily office duties.
- Office cleaner (part-time): cleaning of the office and the Activity Room.

To cope with the heavy workload, in addition to the above paid staff members, the Secretariat has to rely on the support of the Executive Committee Councillors and volunteers to accomplish all projects.

On behalf of the Diocese, the Secretariat manages the Diocesan Retreat House at Chung Hom Kok, and regularly submits relevant financial reports to the Diocesan Procurement Office.

☞ Word of Thanks ☞

On behalf of the Executive Committee of Hong Kong Central Council of Catholic Laity, I welcome all of you to attend the Central Council's 58th Annual General Meeting. Firstly, I would like to express my sincere gratitude to His Eminence Cardinal John Tong for his kindness to spare his precious time to preside at the meeting. Thanks also to all the clergy and religious for their kind support and guidance. I also thank the representatives from parish councils/parish pastoral councils and lay associations, and all guests for your presence tonight.

Evangelization and formation have always been two major categories of the Central Council's projects. Apart from the regular evangelization events, earlier last year we organized the first evangelization variety show in Sai Kung bringing the good news of Christ to the general public. All thanks to the kind assistance of the Sacred Heart Parish and the support of participating volunteers, the activity was a success. Moreover, many thanks to those parishes who invited the Central Council to co-organise formation workshops in evangelization and parish pastoral councilors & lay leadership so that the instructors of the Formation Committee of the Central Council could share the evangelization experience and parish leadership insight with the laity.

Last year in response to the appeal of the universal church, the local church of Hong Kong organized many diocesan and parish events, to celebrate the Jubilee of Mercy and to respond to the care of our Mother Earth. The Central Council took up the bridging role to liaise and coordinate. Under the leadership of Rev Francis Lau, the Spiritual Director of the Central Council, together with the efforts of all Executive Committee colleagues, the collaboration of Secretariat colleagues and the support and encouragement of all parishes and diocesan lay associations, the Central Council had smoothly accomplished all the tasks.

I would also like to take this opportunity to thank our honorary auditors, the Walter Ma and Company, for their free-of-charge service over the years.

Last but not least, I give my heartfelt gratitude to several hundreds of volunteers who came from different parishes and lay associations, played different roles at various occasions, spared no effort to assist the Central Council in carrying out missionary work and lay formation.

Thank you.

May God's peace be always with you all!

Rosa Lai
President of Hong Kong Central Council of Catholic Laity
9 March 2017

**Attendance Record
of
AGM & Central Committee Meeting 2016**

Parish Councils/**Parish Pastoral Council** **AGM** **Apr** **Jun** **Aug** **Oct** **Dec*****Hong Kong East Deanery***

St Anne's Parish					✓	✓
Star of the Sea Parish	✓	✓	✓	✓		✓
Holy Cross Parish	✓	✓	✓	✓	✓	✓
St Jude's Parish	✓		✓	✓	✓	✓
St Margaret Mary Parish					✓	✓
Our Lady of Mt Carmel Parish	✓					
St Joseph's Parish						
Cathedral of the Immaculate Conception	✓		✓		✓	✓

Hong Kong South-West Deanery

St Anthony's Parish	✓		✓	✓		✓
Our Lady of the Rosary Parish						
Our Lady of Lourdes Parish	✓	✓	✓	✓	✓	✓
St Peter's Parish	✓	✓		✓	✓	✓
Our Lady of Fatima Parish	✓					
Epiphany Parish	✓		✓	✓	✓	

Parish Councils/

Parish Pastoral Council

AGM Apr Jun Aug Oct Dec

South-West Kowloon Deanery

St Lawrence's Parish	✓	✓	✓	✓	✓	✓
St Francis of Assisi Parish					✓	✓
Our Lady of China Parish	✓	✓	✓	✓	✓	✓
St Teresa's Parish	✓	✓		✓	✓	
St Paul's Parish	✓	✓	✓	✓	✓	
Mary Help of Christians Parish	✓		✓	✓	✓	✓
St Mary's Parish	✓		✓	✓	✓	✓
Rosary Parish	✓	✓	✓	✓	✓	

Central Kowloon Deanery

Notre Dame Parish	✓	✓				
Mother of Good Counsel Parish	✓					
St Patrick's Parish	✓					
St Bonaventure Parish		✓	✓		✓	
Holy Family Parish						
St Joseph's Parish (Kowloon Bay)		✓	✓		✓	✓
Christ the Worker's Parish						

Parish Councils/

Parish Pastoral Council

AGM Apr Jun Aug Oct Dec

East Kowloon Deanery

St John the Baptist Parish		✓	✓	✓	✓	✓
Our Lady Queen of Angels Parish	✓	✓	✓		✓	
Resurrection Parish	✓	✓	✓	✓		✓
St Edward's Parish		✓	✓	✓		✓
St James' Parish	✓	✓	✓		✓	✓
St Andrew's Parish	✓	✓	✓		✓	✓

North-East New Territories Deanery

St Alfred's Parish	✓		✓		✓	✓
St Benedict's Parish	✓	✓	✓	✓	✓	✓
St Francis Parish	✓	✓	✓			✓
Sacred Heart Parish	✓	✓			✓	✓
Immaculate Heart of Mary Parish	✓	✓	✓	✓	✓	✓
St Joseph's Parish (Fanling)	✓	✓	✓	✓	✓	✓
Mother of Christ Parish	✓		✓	✓	✓	✓

North-West New Territories Deanery

Ss Peter & Paul Parish	✓	✓	✓	✓	✓	✓
St Jerome's Parish	✓		✓	✓	✓	✓
Holy Redemption Parish	✓		✓	✓	✓	✓
St Matthew the Apostle Parish	✓	✓	✓	✓		✓

Parish Councils/

Parish Pastoral Council AGM Apr Jun Aug Oct Dec

South-West New Territories Deanery

St Thomas the Apostle Parish	✓	✓	✓	✓	✓	✓
St Stephen's Parish	✓	✓	✓	✓	✓	✓
St John the Apostle Parish		✓				
Ss Cosmas & Damian Parish	✓		✓	✓	✓	✓
Annunciation Parish	✓	✓	✓	✓	✓	✓
Visitation Parish	✓	✓	✓	✓	✓	

<u>Associations of the Faithful</u>	<u>AGM</u>	<u>Apr</u>	<u>Jun</u>	<u>Aug</u>	<u>Oct</u>	<u>Dec</u>
1.Hong Kong Catholic Nurses' Guild	✓	✓		✓	✓	
2.Apostleship of Prayer						
3.Hong Kong Diocese Altar Servers' Association						✓
4.Guild of St Luke, Ss Cosmas & Damian, Hong Kong						
5.Association of the Children of Mary	✓					
6. Dominican Laity-Chinese Speaking Chapter	✓		✓	✓	✓	
7.Dominican Laity-English Speaking Chapter	✓		✓	✓	✓	✓
8.Guard of Honour of the Immaculate Heart of Mary	✓				✓	✓
9.Hong Kong Catholic Biblical Association	✓	✓	✓		✓	✓
10.Legion of Mary		✓			✓	
11.Secular Franciscan Order			✓		✓	
12.Society of St Vincent de Paul					✓	
13.Serra Club of Hong Kong	✓	✓	✓			
14.The Catholic Scout Guild	✓	✓	✓	✓	✓	✓
15.Salesians Co-operators	✓	✓	✓	✓	✓	✓
16.Volunteers of Suffering		✓	✓	✓	✓	✓
17.Hong Kong Catholic Pastoral Association for the Deaf						

<u>Associations of the Faithful</u>	<u>AGM</u>	<u>Apr</u>	<u>Jun</u>	<u>Aug</u>	<u>Oct</u>	<u>Dec</u>
18.Focolare Movement	✓	✓	✓	✓		✓
19.Hong Kong Catholic Federation of Basic Christian Communities	✓	✓	✓	✓	✓	✓
20.Sodality of Mary Help of Christians						
21.Catholic Diocese of Hong Kong Lay Prison Evangelical Organization	✓			✓	✓	
22.Catholic Rosary Evangelical Dance Group	✓	✓	✓		✓	
23.Life Ascending International Hong Kong	✓	✓	✓	✓	✓	
24.Hong Kong Federation of Catholic Students						
25.Apostolate of Divine Mercy		✓	✓			✓
26.The World Community for Christian Meditation (Hong Kong)	✓		✓	✓	✓	
27.Joy of Life Limited					✓	✓
28.Family Values Concern Group	✓	✓		✓		✓
29.Hong Kong Federation of Catholic CU of the Laity	✓	✓	✓	✓	✓	✓

**MEMBERSHIP LIST OF
THE EXECUTIVE COMMITTEE FOR 2016**

Spiritual Director:	Rev Lau Tak Kwong Francis
President:	Ms Lai Yuk Fai
Vice-Presidents:	Ms Siu Yi Ting Betty Mr Chan Sing Siu
Secretary (Chinese):	Mr Ng Ka Sing Francis
Secretary (English):	Ms Yiu Shau Hing Teresa
Treasurer:	Ms Pang Chi Ting Agnes
Councillors:	Mr So Kwok Wai Ms Wei Poon Tip Yee Jennifer Mary Ms Ma Yuk Chu Ms Au Yeung Mei Yee Mr Choi Chin Ki Jimmy Ms Lee Ching Kam
Ex-Officio Councillor:	Mr Tai King Kong Vitus
Executive Secretary:	Ms Au Ping Sum

AUDITORS' REPORT TO THE MEMBERS OF HONG KONG CENTRAL COUNCIL OF CATHOLIC LAITY

We have audited the financial statements of Hong Kong Central Council of Catholic Laity (the "Council") set out on pages 38 to 43 which comprise the balance sheet as at 31 December 2016, and the income and expenditure account for the year then ended, and a summary of significant accounting policies and other explanatory information.

Governing council's responsibility for the financial statements

The governing Council are responsible for the preparation of financial statements that give a true and fair view in accordance with the Hong Kong Central Council of Catholic Laity's constitution and by-laws, and for such internal control as the governing Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' responsibility

Our responsibility is to express an opinion on these financial statements based on our audit and to report our opinion solely to you, as a body, in accordance with the agreed terms of engagement, and for no other purpose. We do not assume responsibility towards or accept liability to any other person for the contents of this report.

We conducted our audit in accordance with Hong Kong Standards on Auditing issued by the Hong Kong Institute of Certified Public Accountants. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance 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 consider internal control relevant to the entity's preparation of financial statements that give a true and fair view 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 governing Council, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements give a true and fair view of the state of the governing Council's affairs as at 31 December, 2016 and of its deficit for the year then ended and have been properly prepared in accordance with the Hong Kong Central Council of Catholic Laity's constitution and by-laws.

(Signed) Walter Ma & Company
Certified Public Accountants (Practising)
Honorary Auditor
HONG KONG

March 3, 2017

Appendix 4

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2016**

Income	Note	2016 (HK\$)	2015 (HK\$)
Donation Received		1,160,700.00	1,067,752.00
Parish Collection		1,110,396.00	1,060,023.00
Laiity Formation Programme	(2)	205,805.00	262,145.00
Evangelizatoin Programme	(3)	567,432.00	518,072.00
Sales of Books		331,808.00	375,459.00
Activity Room at Holy Cross Centre		44,660.00	25,400.00
Bank Interest Received		44,121.00	61,610.00
Evangelization Fund		<u>384,248.00</u>	<u>401,240.00</u>
<u>Total Income</u>		<u>3,849,170.00</u>	<u>3,771,701.00</u>
Less : Expenditure			
Salaries and Wages		1,923,696.00	1,707,159.00
Allowance for Spiritual Director		87,600.00	87,600.00
Staff Provident Fund		82,692.00	72,077.00
Employees Compensation Insurance Premium		12,482.00	11,868.00
Staff Medical Fee		1,970.00	320.00
Electricity and Water		33,489.00	32,199.00
Rent and Rates		26,388.00	24,988.00
Telephone		7,036.00	7,575.00
Furniture, Fixture and Equipment		5,956.00	8,621.00
Consumables		---	3,575.00
Repairs and Maintenance		13,687.00	13,006.00
Printing and Stationery		38,560.00	20,660.00
Postage		9,566.00	9,068.00
Cleaning Fee and Material		7,838.00	2,187.00
Travelling Expenses		---	270.00
Celebration and Entertainment		28,547.00	16,687.00
Bank Charges		16,223.00	15,008.00
Sundry Expenses		9,445.00	8,506.00
Laiity Formation Programme	(4)	484,199.00	578,348.00
Evangelization Programme	(5)	976,990.00	798,703.00
Sales of Books		113,241.00	39,540.00
Concern for the Church of China		---	293.00
Social Concern Acitivities		1,736.00	250.00
Diocesan Activities		2,066.00	8,346.00
Management fee for Holy Cross Centre		65,453.00	64,637.00
Evangelization Fund		<u>493,236.00</u>	<u>428,288.00</u>
<u>Total Operating Expenditure</u>		<u>4,442,096.00</u>	<u>3,959,779.00</u>
Operating Deficit		<u>(592,926.00)</u>	<u>(188,078.00)</u>

Deficit for the year transferred to Accumulated Fund	(6)	(483,938.00)	(171,530.00)
Deficit for the year transferred to Evangelization Fund	(7)	<u>(108,988.00)</u>	<u>(16,548.00)</u>
		<u>(592,926.00)</u>	<u>(188,078.00)</u>

The notes on pages 41-43 form part of these financial statements.

Appendix 5

BALANCE SHEET AS AT 31 DECEMBER 2016

	<u>Note</u>	<u>2016</u>	<u>2015</u>
Current Assets		HK\$	HK\$
Stock		65,708.00	147,606.00
Prepayment		34,025.00	---
Accounts Receivable – Catholic Diocese		---	3,050.00
Accounts Receivable – Other		2,516.00	3,376.00
Accounts Receivable – Evangelization Fund Expenses		---	37.00
Bank Fixed Deposits		8,581,628.00	7,037,676.00
Cash at Bank		228,452.00	2,360,050.00
Cash in Hand		2,500.00	2,500.00
		8,914,829.00	9,554,295.00
Current Liabilities			
Children Bible		222,145.00	215,430.00
Fund held for Diocesan Retreat House		149,684.00	206,429.00
Fund held for Catholic Institute for Religion and Society		2,768.00	1,571.00
Refundable Library Card Deposit for Laity Resources Centre		8,300.00	7,000.00
Concord Grange Pty Ltd		1,949.00	956.00
VISA International Acceptance Program		37,784.00	37,784.00
		442,630.00	469,170.00
NET ASSETS		8,492,199.00	9,085,125.00
Represented by			
Accumulated Fund	(6)	8,401,690.00	8,885,628.00
Evangelization Fund	(7)	90,509.00	199,497.00
		8,492,199.00	9,085,125.00

The Executive Committee on February 13, 2017 approved the financial statements as shown in pages 39-44, and authorized the President and the Treasurer to sign these financial statements on behalf of the Central Council.

Signed by Ms Lai Yuk Fai
President

Signed by Ms Pang Chi Ting Agnes
Treasurer

The notes on pages 41-43 form part of these financial statements.

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

1. Significant Accounting Policies

a. Basis of preparation

These financial statements comply with the Hong Kong Central Council of Catholic Laity's constitution and by-laws and have been prepared under the accrual basis of accounting and on the basis that the Council is a going concern.

The measurement base adopted is the historical cost convention. The financial statements are presented in Hong Kong dollars.

b. Foreign currencies

Foreign currency transactions are converted at the exchange rate applicable at the transaction date. Foreign currency monetary items are translated into Hong Kong dollars using exchange rates applicable at the end of the reporting date. Gains and losses on foreign exchange are recognized in the income and expenditure account.

2. Income from Laity Formation Programme

	<u>2016</u> HK\$	<u>2015</u> HK\$
Laity Formation Courses	72,330.00	76,850.00
Local Study Pilgrimage	7,050.00	5,150.00
Retreat	104,650.00	130,550.00
Formation Programmes for the Parish Council/Pastoral Council	2,000.00	9,000.00
Spiritual Journal	1,319.00	15,312.00
Provision of Formation Materials	100.00	80.00
Post-baptismal Catechetical Course (Correspondence & Online)	18,356.00	23,923.00
“Year of Learning” formation programmes	---	1,280.00
	205,805.00	262,145.00

3. Income from Evangelization Programme

	<u>2016</u> HK\$	<u>2015</u> HK\$
Catechetical Course (Correspondence & Online)	5,458.00	3,308.00
Chinese New Year Evangelization Stall	108,758.00	91,291.00
Evangelization Media Production	453,216.00	423,473.00
	<u>567,432.00</u>	<u>518,072.00</u>

4. Expenditure on Laity Formation Programme

	<u>2016</u> HK\$	<u>2015</u> HK\$
Laity Formation Courses	78,570.00	96,814.00
Retreat	103,014.00	154,503.00
Spiritual Journal	125,050.00	158,882.00
Books for Laity Resources Centre	20,454.00	21,856.00
Provision of Formation Materials	1,124.00	1,124.00
Post-baptismal Catechetical Course (Correspondence & Online)	9,736.00	10,257.00
Orientation Day for the Newly Baptised	146,251.00	130,978.00
“Year of Learning” formation programmes	---	3,934.00
	<u>484,199.00</u>	<u>578,348.00</u>

5. Expenditure on Evangelization Programme

	<u>2016</u> HK\$	<u>2015</u> HK\$
101 Gathering	24,943.00	18,460.00
Catechetical Course (Correspondence & Online)	9,732.00	7,603.00
Hong Kong Book Fair Evangelization Stall	25,662.00	20,684.00
Street Missionary	42.00	72.00
Street Missionary Variety Show	15,472.00	12,336.00
Evangelization Media Production	813,224.00	689,380.00
Chinese New Year Evangelization Stall	86,791.00	49,044.00
Diocesan Evangelization Website (Evanlife)	1,124.00	1,124.00
	<u>976,990.00</u>	<u>798,703.00</u>

6. Accumulated Fund

	<u>2016</u> HK\$	<u>2015</u> HK\$
Balance at the beginning of the year	8,885,628.00	9,057,158.00
Deficit transferred from Income and Expenditure Account	(483,938.00)	(171,530.00)
Balance at the end of the year	<u>8,401,690.00</u>	<u>8,885,628.00</u>

7. Evangelization Fund

	<u>2016</u> HK\$	<u>2015</u> HK\$
Balance at the beginning of the year	199,497.00	216,045.00
Deficit transferred from Income and Expenditure Account	(108,988.00)	(16,548.00)
Balance at the end of the year	<u>90,509.00</u>	<u>199,497.00</u>

8. Financial Risk Management

a. Financial instruments risk

Financial instruments consist of accounts receivables, payables and cash at bank and in hand. Being a central council of catholic laity, the Council carries as little risk from financial instruments as practicable.

b. Foreign exchange risk

The Council has no significant exposure to foreign currency risk as substantially all of the Council's transactions are denominated in Hong Kong dollars.

c. Cash flow interest rate risk

The Council has no significant interest-bearing assets and liabilities. Bank fixed deposits and cash at bank earn interest at bank deposits rates. The Council does not use any derivative instruments to reduce its economic exposure to changes in interest rates.

LIST OF EVANGELIZATION FUND GRANTS 2016

Quarter	Name of Applicants	Amount Granted
First	Diocesan Pastoral Centre for Workers (HK Island)	\$8,000.00
	Bonaventure Integrated Children and Youth Centre, St Bonaventure Parish	\$1,968.00
	Family Movement	\$4,000.00
	St Patrick's Parish	\$7,640.00
	HK Central Council of Catholic Laity	\$295,800.00
Second	Caritas Tuen Mun Marden Foundation Secondary School	\$1,950.00.00
	St Edward's Catholic Primary School	\$500.00
	Ng Wah Catholic Primary School	\$8,100.00
Third	Young Pioneers of Christ (Kowloon District II)	\$4,100.00
	Catholic Society, CUHK	\$3,400.00
	HK Book Fair Catholic Zone Coordinating Group	\$68,800.00
Fourth	Our Lady of Fatima Parish	\$32,000.00
	St Joseph Parish (Kowloon Bay) & Christ the Worker Parish	\$45,008.00
	Salesian Co-operators	\$16,100.00
	Ma On Shan St Joseph 's Primary School	\$6,001.00
	Caritas Wu Cheng-chung Secondary School	\$3,120.00
	Choi Wan St Joseph's Primary School	\$8,680.00
	Precious Blood Primary School (South Horizons)	\$4,600.00
	Evangelization Group, St Matthew the Apostle Parish	\$4,000.00
	HK Federation of Catholic Students	\$5,497.00
	Holy Cross Parish	\$9,920.00
		\$539,184.00

THE 2017 OPERATING PLAN

Aims:

1. In the spirit of the Gospel, to encourage the laity to live their Christian life in the present world and to commit themselves to the apostolic mission in their proper environment.
2. To promote, centralize and coordinate the work of evangelization of the laity.
3. To promote the sharing of orientations and methods of work and experiences among member organizations.
4. To act as a medium of dialogue between the hierarchy and the laity, and among the laity themselves.

Objectives: To worship God and to love our neighbours in compliance with God's Will, families be filled with the joy of God's mercy and grace, to put both evangelization and formation into practice, and to stride forward in communion and unity.

Program Contents:

I. EVANGELIZATION – The Evangelization Team is responsible for co-ordinating all evangelization programmes

1. 101 Gathering
2. Street missionary (Hong Kong Book Fair, Chinese New Year Fair at Victoria Park, Caritas Bazaar (Hong Kong Island) and three other selected places)
3. Variety show for street missionary
4. Catechetical Course (correspondence and online)
5. Evangelization Visa Card and Evangelization Fund
6. Hong Kong Book Fair evangelization stall
7. Chinese New Year Fair evangelization stall at Victoria Park
8. Production of evangelization visual-media
9. Production of evangelization media such as Chinese Fai-chuns, red-packets, calendar cards, mobile phone screen-wipers, mobile phone holders, evangelization ball pens, eco-bags and octopus card cases, etc

II. LAITY FORMATION – The Formation Team is responsible for co-ordinating all formation programmes and providing support to parishes and diocesan lay associations

1. Retreats for the laity
2. “Love God More Day by Day” Lay Formation Programme (Elementary Level)

3. “Rabbi, where do you live?” Lay Formation Programme (Intermediate Level)
4. Formation workshops for Parish
5. Orientation Day for the newly baptised
6. Local study pilgrimage
7. Post-baptismal Catechetical Course (correspondence and online)
8. “Light and Salt” kindergarten story series, “Dear God” Children Prayer Book
9. Production of formation materials including to continue to publish “Spiritual Journal”

III. LIAISON WITH MEMBER ORGANIZATIONS

Attending the meetings of deanery lay leaders

IV. DIOCESAN EVENTS

1. Member of Diocesan Commission for Ongoing Formation of the Laity
2. Member of Diocesan Pastoral Council
3. Member of Selection Committee on the Catholic Diocese of Hong Kong Laity Formation Fund
4. Member of Diocesan Vocations Promotion Committee
5. Member of Diocesan Organizing Committee for the Mission Sunday Celebration
6. Instructor of Lay Apostolate Session, Course for New Missionaries, Holy Spirit Seminary College of Theology and Philosophy

V. SOCIAL CONCERN ACTIVITIES

1. Caritas Bazaar (Hong Kong Island)
2. Diocesan Committee in support of Parochial Social Concern

VI. CONCERN FOR THE CHURCH IN CHINA

VII. OTHERS

1. Management of Laity Resources Centre
2. Management of the Activity Room at Holy Cross Centre
3. Management of the Diocesan Retreat House for the Diocese

THE 2017 BUDGET

Income	Note	HK\$
Donation		1,140,000.00
Parish Collection		1,050,000.00
Laity Formation Programme	(1)	564,050.00
Evangelization Programme	(2)	439,200.00
Activity Room at Holy Cross Centre		32,000.00
Bank Interest		50,000.00
<u>Total Income</u>		<u>3,275,250.00</u>
Less : Expenditure		
Salaries and Wages		1,850,300.00
Allowance for Spiritual Director		90,000.00
Staff Provident Fund		80,100.00
Employees Compensation Insurance Premium		13,000.00
Staff Medical Fee		4,000.00
Electricity and Water		41,000.00
Rent and Rates		30,000.00
Telephone		10,000.00
Furniture, Fixture and Equipment		60,000.00
Repairs and Maintenance		15,000.00
Printing and Stationery		43,000.00
Postage		12,000.00
Cleaning Fee and Material		10,000.00
Celebration and Entertainment		38,000.00
Bank Charges		18,000.00
Sundry Expenses		10,000.00
Laity Formation Programme	(1)	512,350.00
Evangelization Programme	(2)	1,018,700.00
Concern for the Church of China		500.00
Social Concern Activities		1,500.00
Diocesan Activities		2,000.00
Management fee for Holy Cross Centre		87,700.00
<u>Total Operating Expenditure</u>		<u>3,947,150.00</u>
Operating Deficit		<u>(671,900.00)</u>

Note

1. Laity Formation Programme

	<u>Income</u> HK\$	<u>Expenditure</u> HK\$
Laity Formation Courses	72,000.00	111,800.00
Retreat	112,900.00	111,500.00
Spiritual Journal	1,900.00	52,800.00
Books for Laity Resources Centre	---	12,700.00
Provision of Formation Materials	---	4,000.00
Post-baptismal Catechetical Course (Correspondence & Online)	200.00	9,400.00
Light and Salt Kindergarten Story Series	370,000.00	70,000.00
Amazing Series	6,000.00	50.00
Orientation Day for the Newly Baptised	---	140,000.00
Course for New Missionaries - Holy Spirit Seminary College of Theology and Philosophy	1,050.00	100.00
	564,050.00	512,350.00

2. Expenditure on Evangelization Programme

	<u>Income</u> HK\$	<u>Expenditure</u> HK\$
Chinese New Year Evangelization Stall	94,000.00	84,000.00
Evangelization Media Production	343,000.00	837,000.00
Hong Kong Book Fair Evangelization Stall	---	30,000.00
101 Gathering	---	24,500.00
Street Missionary	---	300.00
Catechetical Course (Correspondence & Online)	2,200.00	1,600.00
Street Missionary Variety Show	---	40,000.00
Diocesan Evangelization Website (Evanlife)	---	1,300.00
	439,200.00	1,018,700.00