



財務政策 Finance Policy

工作匯報及分享

財務委員會經董事會同意通過下誕生於2007年10月，委員會的成員包括張瑞霖、陳健勤、梁建華、趙森如及陳小慧。委員會的主要職責範圍包括：（一）向苗圃行動董事局就財務事宜提供意見及負責。（二）制訂及定期檢討苗圃行動的財務監管制度。（三）制訂苗圃行動週年預算案。（四）進行定期內部審查及提出改善方案。（五）監察及改進苗圃行動的財務運作。（六）建議苗圃行動各基金之管理。

當訂定職責大綱後，委員會就現時財務管理到的問題，作出分工的安排。項目包括（一）減低因人民幣升值的風險及增加存款利息率。（二）提升苗圃會計軟件及相關系統，目標於四個月內完成揀選及擬定計劃詳情。（三）加強監控並增加苗圃運作的效率。

就減低因人民幣升值的風險及增加存款利息率方面，由於現時仍未有方法可以苗圃行動名義購買人民幣，因此現時只好將每次董事局審批後之等值人民幣匯款到國內銀行。同時密切關注財務市場動向，並作出適時的跟進。

Report of the Finance Committee

The Finance Committee was established in October 2007 with the approval of Sowers Action (the "Organization")'s Board of Directors. Members of the Committee include Patrick, KK Chan, Johnny, Billy and Ivy. Main duties of the Committee include: (1) responsible for and advising Sowers Action's Board of Directors on matters of finance; (2) formulating Sowers Action's financial supervision policies and auditing such policies on a regular basis; (3) fixing Sowers Action's annual budget; (4) conducting internal audit on a regular basis and putting forward betterment plans; (5) monitoring and improving Sowers Action's financial operation and (6) providing advice on the management of Sowers Action's various trust funds.

After drawing up an outline, the Committee would arrange for current issues on financial management to be tackled separately. This aimed to (1) lower the risks generated by the appreciation of the Renminbi (RMB) and increase the rate of return on monetary deposits; (2) upgrade Sowers Action's accounting software and all relevant systems with a view to finalize within 4 months all details on software selection and procedure formulation and (3) strengthen the regulation and enhance the efficiency of Sowers Action's operation.

On lowering the risks generated by the appreciation of the Renminbi (RMB) and increasing the rate of return on monetary deposits: since there is no way for Sowers Action to purchase RMB in its own name, all can be done at this point is to remit to banks in China the equivalence in RMB of Hong-Kong-dollar sums approved by the Organization's Board of Directors. Also, the Committee would monitor market trends closely to ensure the making of timely decisions.



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有關提升苗圃會計軟件及相關系統的工作過程中，財務委員首先要對苗圃現行的會計軟件、工作流程及人力資源等作出了解及評估，然後再從會計系統、收據系統及會員系統中，清晰各人的職責及如何發揮監控功能並減省重覆的工序，增加工作效率。從開始產品的搜集、篩選、示範，再進行報價、議價，每一步都要多方面考量，務求操作簡便、功能完備，具提升空間。最後順利提交董事會審批。

與此同時，對加強監控並增加苗圃運作的效率方面，委員會於過去一年致力於流程的重審及優化，先後在財務的支出程序、撥款程序、預算監控及合同的處理範疇上加以修改。從而促使會務有更流暢的發展。

財務委員會的工作如同一幅拼圖，我們全體的委員在過去一年只是將四邊架上，還有很多內容要加上去才能完成。而拼砌這張拼圖的目的只得一個，就是能讓苗圃有一個更大、更廣的發展空間，能夠做得更好。

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To upgrade Sowers Action's accounting software and the corresponding systems, the Committee must first understand the software, workflow and human resources currently adopted by the Organization and make an assessment on their functioning. Then, each person's duties would be clarified pursuant to the functioning of the accounting system, receipt system and membership system; with a view to bring regulatory functions out to best play, minimize procedural overlap and enhance operation efficiency. Serious deliberation would be given to every single step in the purchasing process, beginning from product sourcing, selection, illustration, price quoting, bargaining, with the goal of obtaining a product that is easy to operate, complete with functions and capacitated for future upgrade. Thereafter, the chosen product will be submitted to the Organization's Board of Directors for examination and adoption approval.

On strengthening the regulation and enhancing the efficiency of Sowers Action's operation, the Committee had devoted the entire past year to reviewing and streamlining the Organization's workflow process. Accordingly, it had amended the financial payment procedure, fund allocation procedure, budget control system and contract handling procedure to facilitate the development of Sowers Action.

The Committee's work is likened to assembling a jigsaw puzzle: Committee members had in the past year assembled the four edges of the puzzle, but there were still many pieces within the frame that needed to be put together to form the full picture. The only reason for the Committee to tackle this puzzle is to provide Sowers Action with more development opportunities such that the Organization could excel in its work.

Finance Policy Committee