



財務報表 FINANCIAL STATEMENTS



問責及透明度

私隱公署以問責及具透明度的原則理財。我們保持高水平的企業管治，善用資源，以符合效率及效益。

ACCOUNTABILITY AND TRANSPARENCY

Accountability and transparency are the foundation of PCPD's financial management. We maintain high standards of corporate governance and maximise the utilisation of resources to achieve efficiency and effectiveness.



獨立核數師報告 INDEPENDENT AUDITOR'S REPORT

致：個人資料私隱專員

(依據《個人資料(私隱)條例》在香港成立的單一法團)

意見

本核數師(以下簡稱「我們」)已審核列載於第157至179頁個人資料私隱專員的財務報表，此財務報表包括於2020年3月31日的財務狀況表與截至該日止年度的全面收益表、資金變動表及現金流量表，以及財務報表附註(包括重要會計政策概要)。

我們認為，該等財務報表已根據香港會計師公會發出的《香港財務報告準則》真實而公平地反映個人資料私隱專員於2020年3月31日的財務狀況及截至該日止年度的財務表現及現金流量。

意見基準

我們已根據香港會計師公會頒佈的《香港核數準則》進行審核。我們於該等準則下的責任已於本報告的「核數師就審核財務報表須承擔的責任」一節進一步闡述。我們根據香港會計師公會制定的《專業會計師職業道德守則》(「守則」)獨立於個人資料私隱專員，我們亦已根據守則達致我們的其他道德責任。我們認為我們所獲得的審核憑證屬充足及適當以為我們的意見提供基準。

財務報表及其核數師報告以外的資料

個人資料私隱專員負責編製其他資料。其他資料包括年報所載的資料，但不包括財務報表及我們就此的核數師報告。

我們有關財務報表的意見並不涵蓋其他資料，我們並不會就此發表任何形式的核證結論。

就我們對財務報表的審核而言，我們的責任是閱讀其他資料，從而考慮其他資料是否與財務報表或我們在審核過程中獲悉的資料存在重大不符，或存在重大錯誤陳述。如我們基於已完成的工作認為其他資料出現重大錯誤陳述，我們須報告此一事實。我們就此並無報告事項。

THE PRIVACY COMMISSIONER FOR PERSONAL DATA

(A CORPORATION SOLE IN HONG KONG ESTABLISHED UNDER THE PERSONAL DATA (PRIVACY) ORDINANCE)

OPINION

We have audited the financial statements of The Privacy Commissioner for Personal Data (PCPD) set out on pages 157 to 179, which comprise the statement of financial position as at 31 March 2020, the statement of comprehensive income, statement of changes in funds and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements give a true and fair view of the financial position of PCPD as at 31 March 2020, and of its financial performance and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards ("HKFRSs") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA").

BASIS FOR OPINION

We conducted our audit in accordance with Hong Kong Standards on Auditing ("HKSA") issued by the HKICPA. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of PCPD in accordance with the HKICPA's Code of Ethics for Professional Accountants ("the Code"), and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

INFORMATION OTHER THAN THE FINANCIAL STATEMENTS AND AUDITOR'S REPORT THEREON

The Privacy Commissioner is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

獨立核數師報告 INDEPENDENT AUDITOR'S REPORT

個人資料私隱專員及管治層就財務報表須承擔的責任

個人資料私隱專員須負責根據香港會計師公會頒佈的《香港財務報告準則》編製真實而公平的財務報表，及落實其認為編製財務報表所必要的內部控制，以使財務報表不存在由於欺詐或錯誤而導致的重大錯誤陳述。

在編製財務報表時，個人資料私隱專員須負責評估其持續經營的能力，並披露與持續經營有關的事項（如適用）。除非個人資料私隱專員有意清盤，或停止營運，或除此之外並無其他實際可行的辦法，否則個人資料私隱專員須採用以持續經營為基礎的會計法。

管治層須負責監督個人資料私隱專員的財務報告流程。

核數師就審核財務報表須承擔的責任

我們的目標，是對整體財務報表是否不存在由於欺詐或錯誤而導致的重大錯誤陳述取得合理保證，並作出包括我們意見的核數師報告。本報告是根據協定的委聘條款僅向個人資料私隱專員作出，除此之外別無其他目的。我們不會就本報告的內容向任何其他人士負上或承擔任何責任。合理保證是高水平的保證，但不能保證按照《香港核數準則》進行的審核在某一重大錯誤陳述存在時總能發現。錯誤陳述可以由欺詐或錯誤引起，如合理預期它們個別或匯總起來可能影響財務報表的使用者所作出的經濟決定，則有關的錯誤陳述可被視作重大。

我們根據《香港核數準則》進行審核的工作之一，是運用專業判斷，在整個審核過程中保持專業懷疑態度。我們亦：

- 識別和評估由於欺詐或錯誤而導致財務報表存在重大錯誤陳述的風險，設計及執行審核程序以應對該等風險，以及取得充足和適當的審核憑證，作為我們意見的基礎。由於欺詐可能涉及串謀、偽造、蓄意遺漏、虛假陳述，或凌駕於內部控制之上，因此未能發現因欺詐而導致的重大錯誤陳述的風險高於因錯誤而導致的重大錯誤陳述的風險。

RESPONSIBILITIES OF THE PRIVACY COMMISSIONER AND THOSE CHARGED WITH GOVERNANCE FOR THE FINANCIAL STATEMENTS

The Privacy Commissioner is responsible for the preparation of the financial statements that give a true and fair view in accordance with HKFRSs issued by the HKICPA, and for such internal control as the Privacy Commissioner determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing PCPD's financial reporting process.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. This report is made solely to you, as a body, in accordance with the agreed terms of engagement, and for no other purposes. We do not assume responsibility towards or accept liability to any other person for the contents of this report. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with HKSAAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with HKSAAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



獨立核數師報告 INDEPENDENT AUDITOR'S REPORT

- 了解與審核相關的內部控制，以設計適當的審核程序，但目的並非對個人資料私隱專員內部控制的效能發表意見。
- 評價個人資料私隱專員所採用會計政策的恰當性及所作出會計估計和相關披露資料的合理性。
- 對個人資料私隱專員採用持續經營會計基礎的恰當性作出結論。根據所得的審核憑證，決定是否存在與事件或情況有關的重大不確定性，而可能對個人資料私隱專員持續經營的能力構成重大疑慮。如我們認為存在重大不確定性，則有必要在核數師報告中提請使用者對財務報表中的相關披露資料的關注。如有關的披露資料不足，則修訂我們的意見。我們的結論是基於截至核數師報告日期所取得的審核憑證。然而，未來事件或情況可能導致個人資料私隱專員不能繼續持續經營。
- 評價財務報表(包括披露資料)的整體列報方式、結構及內容，以及財務報表是否公允反映有關交易和事項。
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of PCPD's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Privacy Commissioner.
- Conclude on the appropriateness of the Privacy Commissioner's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on PCPD's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause PCPD to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

我們與管治層就不同事項進行溝通，當中包括計劃的審核範圍、時間安排、重大審核發現，包括我們在審核期間識別出內部控制的任何重大缺陷。

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

黃龍德會計師事務所有限公司

執業會計師

曾卓鋒
FCPA (Practising), MSCA
香港執業資深會計師

執業證書號碼: P06369

香港，2020年7月17日

PATRICK WONG C.P.A. LIMITED

Certified Public Accountants

TSANG CHEUK FUNG ANDY
FCPA (Practising), MSCA
Certified Public Accountant (Practising), Hong Kong

Practising Certificate Number: P06369

Hong Kong, 17 July 2020

全面收益表 STATEMENT OF COMPREHENSIVE INCOME

截至2020年3月31日止年度 Year ended 31 March 2020

	附註 Notes	2020 \$	2019 \$
收入	Income		
政府補助金	Government subventions 6	83,976,872	78,325,974
顧問費收入	Consultancy fee income	–	2,016,000
有關電子健康紀錄 互通系統執法工作的 政府資助金	Government funding for enforcement work related to the Electronic Health Record Sharing System	–	2,305,625
銀行利息	Bank interest	655,231	531,873
講座收費	Seminar fees	1,558,530	1,458,310
會員費	Membership fees	125,400	118,700
刊物銷售	Sales of publications	2,500	2,500
處置物業、機器及 設備的收益	Gain on disposal of property, plant and equipment	–	1,000
雜項收入	Miscellaneous income	24,893	30,352
		86,343,426	84,790,334
支出	Expenditure		
核數師酬金	Auditor's remuneration	55,000	58,000
行政費用	Administrative expenses	1,672,443	1,417,517
顧問服務	Consultancy services	1,050,000	2,507,163
物業、機器及 設備的折舊	Depreciation of property, plant and equipment		
– 由資本補助金支付	– financed by capital subvention fund 10	282,198	160,400
– 由其他資金來源支付	– financed by other sources of funds 10	10,703,873	1,625,330
僱員薪俸	Staff emoluments 7	64,668,500	60,714,445
辦公室的營運 租賃租金	Operating lease rentals in respect of office premises 4	194,080	7,878,877
海外訪問/會議支出	Overseas visit/conference	491,543	528,994
宣傳推廣及教育支出	Promotion and education expenses	2,002,028	1,965,617
法律協助計劃	Legal assistance scheme	39,973	32,430
處置物業、機器及 設備的損失	Loss on disposal of property, plant and equipment	6,473	4,705
其他營運費用	Other operating expenses	3,477,154	4,570,997
租賃負債利息	Interest on lease liabilities 19	269,889	–
		84,913,154	81,464,475
年內盈餘及 全面收益總額	Surplus and total comprehensive income for the year	1,430,272	3,325,859

第161至179頁的附註屬本財務報表的組成部分。

The notes on pages 161 to 179 are an integral part of these financial statements.



財務狀況表 STATEMENT OF FINANCIAL POSITION

於2020年3月31日 At 31 March 2020

	附註 Notes	2020 \$	2019 \$
非流動資產	Non-current asset		
物業、機器及設備	Property, plant and equipment 10	14,024,287	7,564,616
流動資產	Current assets		
應收款項、按金及預付款項	Accounts receivable, deposits and prepayments	867,547	292,698
銀行結存及現金	Bank balances and cash 11	36,422,183	31,797,008
		37,289,730	32,089,706
流動負債	Current liabilities		
應付款項及應計費用	Accounts payable and accruals	1,075,776	2,014,188
職員約滿酬金撥備	Provision for staff gratuity 12	4,406,609	4,542,647
未放取年假撥備	Provision for unutilised annual leave	1,323,015	1,726,150
預收政府補助金	Government subvention received in advance 13	9,729,933	5,819,933
租賃負債	Lease liabilities 14, 19	6,662,876	–
		23,198,209	14,102,918
流動資產淨值	Net current assets	14,091,521	17,986,788
資產總額減流動負債	Total assets less current liabilities	28,115,808	25,551,404
非流動負債	Non-current liabilities		
政府的約滿酬金補助款	Government subvention for gratuity 15	3,390,921	3,386,003
職員約滿酬金撥備	Provision for staff gratuity 12	1,625,657	2,403,129
資本補助金	Capital subvention fund 16	2,315,779	409,093
		7,332,357	6,198,225
資產淨值	Net assets	20,783,451	19,353,179
資金	Funds		
一般儲備	General reserve 17	20,783,451	19,353,179

本財務報表已於2020年7月17日獲私隱專員批准及授權刊發

Approved and authorised for issue by the Privacy Commissioner on 17 July 2020

黃繼兒

香港個人資料私隱專員

Stephen Kai-yi WONG

Privacy Commissioner for Personal Data, Hong Kong

第161至179頁的附註屬本財務報表的組成部分。

The notes on pages 161 to 179 are an integral part of these financial statements.

資金變動表 STATEMENT OF CHANGES IN FUNDS

截至 2020 年 3 月 31 日止年度 Year ended 31 March 2020

		全面收益表 Statement of comprehensive income \$	一般儲備 General reserve \$	總計 Total \$
於 2018 年 4 月 1 日的結餘	Balance at 1 April 2018	–	18,647,320	18,647,320
年內盈餘及全面 收益總額	Surplus and total comprehensive income for the year	3,325,859	–	3,325,859
調撥	Transfer	(3,325,859)	3,325,859	–
政府收回上年盈餘	Previous year's surplus recovered by Government	–	(2,620,000)	(2,620,000)
於 2019 年 3 月 31 日及 2019 年 4 月 1 日的結餘	Balances at 31 March 2019 and at 1 April 2019	–	19,353,179	19,353,179
年內盈餘及全面 收益總額	Surplus and total comprehensive income for the year	1,430,272	–	1,430,272
調撥	Transfer	(1,430,272)	1,430,272	–
於 2020 年 3 月 31 日的結餘	Balance at 31 March 2020	–	20,783,451	20,783,451

第 161 至 179 頁的附註屬本財務報表的組成部分。

The notes on pages 161 to 179 are an integral part of these financial statements.



現金流量表 STATEMENT OF CASH FLOWS

截至2020年3月31日止年度 Year ended 31 March 2020

	附註 Notes	2020 \$	2019 \$
營運活動	Operating activities		
年內盈餘	Surplus for the year	1,430,272	3,325,859
調整：	Adjustments for:-		
- 折舊支出	- Depreciation expense	10,986,071	1,785,730
- 處置物業、機器及設備的損失	- Loss on disposal of property, plant and equipment	6,473	4,705
- 利息收入	- Interest income	(655,231)	(531,873)
- 租賃負債利息	- Interest on lease liabilities	269,889	-
- 政府收回上年盈餘	- Previous year's surplus recovered by Government	-	(2,620,000)
營運資本變動前的營運盈餘	Operating surplus before working capital changes	12,037,474	1,964,421
應收款項、按金及預付款項(增加)/減少	(Increase)/decrease in accounts receivable, deposits and prepayments	(545,869)	254,422
應付款項及應計費用(減少)/增加	(Decrease)/increase in accounts payable and accruals	(938,412)	1,613,029
職員約滿酬金撥備(減少)/增加	(Decrease)/increase in provision for staff gratuity	(913,510)	1,443,715
未放取年假撥備(減少)/增加	(Decrease)/increase in provision for unutilised annual leave	(403,135)	157,367
預收政府補助金增加	Increase in government subvention received in advance	3,910,000	1,419,933
預收政府費用減少	Decrease in government fee received in advance	-	(2,016,000)
政府的約滿酬金補助款增加	Increase in government subvention for gratuity	4,918	33,493
資本補助金增加/(減少)	Increase/(decrease) in capital subvention fund	1,906,686	(160,400)
營運活動所得現金淨額	Net cash generated from operating activities	15,058,152	4,709,980
投資活動	Investing activities		
收取利息	Interest received	626,251	511,609
三個月以上之短期銀行存款增加	Increase in short-term bank deposits with maturity more than three months	(214,994)	(163,907)
購置物業、機器及設備的付款	Payments for property, plant and equipment	(3,052,950)	(6,597,889)
投資活動所用現金淨額	Net cash used in investing activities	(2,641,693)	(6,250,187)
融資活動	Financing activities		
已付租賃負債本金	Capital element of lease rentals paid	(7,736,389)	-
已付租賃負債利息	Interest element of lease rentals paid	(269,889)	-
融資活動所用現金淨額	Net cash used in financing activities	(8,006,278)	-
現金及現金等值的增加/(減少)	Net increase/(decrease) in cash and cash equivalents	4,410,181	(1,540,207)
年初的現金及現金等值	Cash and cash equivalents at the beginning of year	22,186,926	23,727,133
年底的現金及現金等值	Cash and cash equivalents at the end of year	26,597,107	22,186,926
現金及現金等值結存分析	Analysis of balances of cash and cash equivalents		
銀行結存及現金	Bank balances and cash	36,422,183	31,797,008
三個月以上之短期銀行存款	Short-term bank deposits with maturity more than three months	(9,825,076)	(9,610,082)
年底的現金及現金等值	Cash and cash equivalents at the end of the year	26,597,107	22,186,926

第161至179頁的附註屬本財務報表的組成部分。

The notes on pages 161 to 179 are an integral part of these financial statements.

財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

2020年3月31日 31 March 2020

1. 一般資料

個人資料私隱專員是根據1995年8月3日制定的《個人資料(私隱)條例》而於香港設立的單一法團，目的是要在個人資料方面保障個人的私隱，並就附帶及相關事宜訂定條文。註冊辦事處地址為香港灣仔皇后大道東248號陽光中心12樓。

2. 遵從《香港財務報告準則》的聲明

個人資料私隱專員的財務報表是按照香港會計師公會頒佈的所有適用的《香港財務報告準則》(包含所有適用的個別《香港財務報告準則》、《香港會計準則》和詮釋)以及香港公認會計原則的規定編製。重要會計政策概要載列於附註3。

3. 重要會計政策概要

- (a) 財務報表的編製基準
編製本財務報表時是以歷史成本作為計量基礎。
- (b) 物業、機器及設備
物業、機器及設備於財務狀況表按成本扣除累積折舊和其後的減值虧損(如有)列帳。

折舊是以直線法在以下估計可使用年期內沖銷其成本(已扣除剩餘價值)而予以確認：

擁有資產

汽車	3年
電腦及軟件	3年
辦公室設備	5年
家具及固定裝置	5年
租賃物業裝修工程	3年

使用權資產

租賃土地及樓宇	按租賃期
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估計可使用年期、剩餘價值及折舊方法會於各報告期末檢討，而任何估計變動的影響以預期基準列帳。

1. GENERAL INFORMATION

The Privacy Commissioner for Personal Data (PCPD) is a corporation sole established in Hong Kong under the Personal Data (Privacy) Ordinance 1995 enacted on 3 August 1995 for the purpose of protecting the privacy of individuals in relation to personal data and to provide for matters incidental thereto or connected therewith. The address of its registered office is 12/F, Sunlight Tower, 248 Queen's Road East, Wanchai, Hong Kong.

2. STATEMENT OF COMPLIANCE WITH HONG KONG FINANCIAL REPORTING STANDARDS

PCPD's financial statements have been prepared in accordance with all applicable Hong Kong Financial Reporting Standards ("HKFRSs"), which includes all applicable individual Hong Kong Financial Reporting Standards, Hong Kong Accounting Standards ("HKASs") and Interpretations issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and accounting principles generally accepted in Hong Kong. A summary of significant accounting policies is set out in note 3.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- (a) Basis of preparation of the financial statements
The measurement basis used in preparing the financial statement is historical cost.
- (b) Property, plant and equipment
Property, plant and equipment are stated in the statement of financial position at cost less accumulated depreciation and subsequent impairment losses, if any.

Depreciation is recognised so as to write off the cost of assets less their residual values over their estimated useful lives, using the straight-line method, as follows:-

Owned assets

Motor vehicle	3 years
Computers and software	3 years
Office equipment	5 years
Furniture and fixtures	5 years
Leasehold improvements	3 years

Right-of-use asset

Leasehold land and building	Over the lease term
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The estimated useful lives, residual values and depreciation method are reviewed at the end of each reporting period, with the effect of any changes in estimate accounted for on a prospective basis.



財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

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3. 重要會計政策概要(續)

(b) 物業、機器及設備(續)

物業、機器及設備項目於出售或當預期持續使用該資產不再帶來未來經濟利益時終止確認。出售或廢棄物業、機器及設備項目產生之任何收益或虧損按出售所得款項與資產帳面值間之差額計算，並於全面收益表內確認。

(c) 確認及終止確認金融工具

金融資產及金融負債於個人資料私隱專員成為工具合約條文的訂約方時，於財務狀況表確認。

當從資產收取現金流量的合約權利屆滿；個人資料私隱專員實質上轉移資產擁有權的所有風險及回報；或個人資料私隱專員沒有實質上轉移或保留資產擁有權的所有風險及回報但亦無保留資產的控制權時，金融資產會被終止確認。在終止確認金融資產時，資產帳面值與已收代價之差額於損益確認。

當有關合約的特定責任獲解除、取消或屆滿時，金融負債會被終止確認。終止確認的金融負債帳面值與已付代價之差額於損益確認。

(d) 金融資產

金融資產按交易日基準確認及終止確認(其中金融資產的買賣所根據的合約條款規定須於有關市場設定的時限內交付金融資產)，並初步按公平值加直接應佔交易成本計量，惟按公平值計入損益的投資則除外。收購按公平值計入損益的投資之直接應佔交易成本即時於損益確認。

按攤銷成本計量的金融資產

撥歸此類的金融資產(包括貿易及其他應收款項)須同時符合下列兩項條件：

- 持有資產的業務模式是以收取合約現金流量為目標；及
- 資產的合約條款於特定日期產生僅為支付本金及未償還本金利息的現金流量。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(b) Property, plant and equipment (continued)

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected to arise from the continued use of the asset. Any gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the statement of comprehensive income.

(c) Recognition and derecognition of financial instruments

Financial assets and financial liabilities are recognised in the statement of financial position when PCPD becomes a party to the contractual provisions of the instruments.

Financial assets are derecognised when the contractual rights to receive cash flows from the assets expire; PCPD transfers substantially all the risks and rewards of ownership of the assets; or PCPD neither transfers nor retains substantially all the risks and rewards of ownership of the assets but has not retained control on the assets. On derecognition of a financial asset, the difference between the assets' carrying amount and the sum of the consideration received is recognised in profit or loss.

Financial liabilities are derecognised when the obligation specified in the relevant contract is discharged, cancelled or expired. The difference between the carrying amount of the financial liability derecognised and the consideration paid is recognised in profit or loss.

(d) Financial assets

Financial assets are recognised and derecognised on a trade date basis where the purchase or sale of an asset is under a contract whose terms require delivery of the asset within the timeframe established by the market concerned, and are initially measured at fair value, plus directly attributable transaction costs except in the case of investments at fair value through profit or loss. Transaction costs directly attributable to the acquisition of investments at fair value through profit or loss are recognised immediately in profit or loss.

Financial assets at amortised cost

Financial assets (including trade and other receivables) are classified under this category if they satisfy both of the following conditions:

- the assets are held within a business model whose objective is to hold assets in order to collect contractual cash flows; and
- the contractual terms of the assets give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

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3. 重要會計政策概要 (續)

- (d) 金融資產 (續)
按攤銷成本計量的金融資產其後以實際利率方式按攤銷成本減預期信貸虧損的虧損撥備計算。
- (e) 預期信貸虧損的虧損撥備
個人資料私隱專員就按攤銷成本計量的金融資產的預期信貸虧損確認虧損撥備。預期信貸虧損為加權平均信貸虧損，以發生違約風險的金額作為加權數值。

在各報告期末，如金融工具的信貸風險自初始確認以來大幅增加，個人資料私隱專員會就貿易應收款項按金融工具的預計有效期內，所有可能違約事件產生的預期信貸虧損（「全期預期信貸虧損」），計算該金融工具的虧損撥備。

如在報告期末，金融工具（貿易應收款項除外）的信貸風險自初始確認以來並無大幅增加，則個人資料私隱專員會按全期預期信貸虧損的部分，即報告期後12個月內，因可能發生的違約事件而預期產生的虧損，計算該金融工具的虧損撥備。

預期信貸虧損金額或為調整報告期末虧損撥備至所需金額所作撥回金額是於損益確認為減值收益或虧損。

- (f) 合約資產及合約負債
合約資產於個人資料私隱專員根據合約所載付款條款，於無條件享有該代價前確認收入時確認。合約資產根據附註3(e)所載政策評估預計信貸虧損，並於收取代價權利成為無條件時重新分類至應收款項。合約負債於客戶支付代價或在對代價具有無條件的權利（在此情況下，相應應收款項已確認）時，而在個人資料私隱專員確認相關收入前予以確認。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- (d) Financial assets (continued)
Financial assets at amortised cost are subsequently measured at amortised cost using the effective interest method less loss allowances for expected credit losses.
- (e) Loss allowances for expected credit losses
PCPD recognises loss allowances for expected credit losses on financial assets at amortised cost. Expected credit losses are the weighted average of credit losses with the respective risks of a default occurring as the weights.

At the end of each reporting period, PCPD measures the loss allowance for a financial instrument at an amount equal to the expected credit losses that result from all possible default events over the expected life of that financial instrument (“lifetime expected credit losses”) for trade receivables, or if the credit risk on that financial instrument has increased significantly since initial recognition.

If, at the end of the reporting period, the credit risk on a financial instrument (other than trade receivables) has not increased significantly since initial recognition, PCPD measures the loss allowance for that financial instrument at an amount equal to the portion of lifetime expected credit losses that represents the expected credit losses that result from default events on that financial instrument that are possible within 12 months after the reporting period.

The amount of expected credit losses or reversal to adjust the loss allowance at the end of the reporting period to the required amount is recognised in profit or loss as an impairment gain or loss.

- (f) Contract assets and contract liabilities
A contract asset is recognised when PCPD recognises revenue before being unconditionally entitled to the consideration under the payment terms set out in the contract. Contract assets are assessed for expected credit losses in accordance with the policy set out in note 3(e) and are reclassified to receivables when the right to the consideration has become unconditional. A contract liability is recognised when the customer pays consideration, or has an unconditional right to consideration (in such case, a corresponding receivable is recognised), before PCPD recognises the related revenue.

財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

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3. 重要會計政策概要(續)

(g) 租賃

- (i) 租賃的定義(根據附註4所述之過渡安排而應用《香港財務報告準則》第16號後)
倘合約為換取代價而給予在一段時間內控制可識別資產使用的權利，則該合約屬於或包含租賃。

就於首次應用日期或之後訂立或修改而簽訂的合約而言，個人資料私隱專員根據《香港財務報告準則》第16號的定義於開始或修訂日期(視何者合適而定)評估該合約是否屬於或包含租賃。除非合約的條款及條件其後出現變動，否則有關合約將不予重新評估。

- (ii) 個人資料私隱專員作為承租人(根據附註4所述之過渡安排而應用《香港財務報告準則》第16號後)
短期租賃及低價值資產租賃
個人資料私隱專員將短期租賃確認豁免應用於租期自開始日期起計為期12個月或以下並且不包括購買選擇權的租賃。個人資料私隱專員亦對低價值資產租賃應用確認豁免。短期租賃及低價值資產租賃的租賃付款按直線法於租賃期內確認為開支。

使用權資產

使用權資產的成本包括：

- (a) 初始計量租賃負債的金額；
(b) 於開始日期或之前支付的任何租賃付款減去任何已收的租賃優惠；及
(c) 個人資料私隱專員產生的任何初始直接成本。

使用權資產按成本減任何累計折舊及減值虧損計量，並就租賃負債的任何重新計量作出調整。

如個人資料私隱專員合理確定會於租賃期限屆滿時取得相關租賃資產擁有權的使用權資產，該資產自開始日期至可使用年期結束計算折舊，否則使用權資產於估計可使用年期與租賃期限兩者的較短者以直線法折舊。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(g) Leases

- (i) Definition of a lease (upon application of HKFRS 16 in accordance with transitions in note 4)

A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

For contracts entered into or modified on or after the date of initial application, PCPD assesses whether a contract is or contains a lease based on the definition under HKFRS 16 at inception or modification date as appropriate. Such contract will not be reassessed unless the terms and conditions of the contract are subsequently changed.

- (ii) PCPD as a lessee (upon application of HKFRS 16 in accordance with transitions in note 4)

Short-term leases and leases of low-value assets

PCPD applies the short-term lease recognition exemption to leases that have a lease term of 12 months or less from the commencement date and do not contain a purchase option. It also applies the recognition exemption for lease of low-value assets. Lease payments on short-term leases and leases of low-value assets are recognised as expense on a straight-line basis over the lease term.

Right-of-use assets

The cost of right-of-use asset includes:

- (a) the amount of the initial measurement of the lease liability;
(b) any lease payments made at or before the commencement date, less any lease incentives received; and
(c) any initial direct costs incurred by PCPD.

Right-of-use assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any remeasurement of lease liabilities.

Right-of-use assets in which PCPD is reasonably certain to obtain ownership of the underlying leased assets at the end of the lease term is depreciated from commencement date to the end of the useful life. Otherwise, right-of-use assets are depreciated on a straight-line basis over the shorter of its estimated useful life and the lease term.

財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

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3. 重要會計政策概要 (續)

(g) 租賃 (續)

- (ii) 個人資料私隱專員作為承租人 (根據附註4所述之過渡安排而應用《香港財務報告準則》第16號後) (續)

租賃負債

於租賃開始日期，個人資料私隱專員按該日未支付的租賃付款現值確認及計量租賃負債。計算租賃付款現值時，倘租賃內含的利率難以釐定，則個人資料私隱專員會使用租賃開始日期的遞增借貸利率計算。

租賃付款包括固定付款 (包括實質固定付款) 減任何應收租賃優惠。

開始日期後，租賃負債是透過利息增長及租賃付款調整。

當出現以下情況，個人資料私隱專員會重新計量租賃負債 (並對相關使用權資產作出相應調整)：

- (a) 租賃期已更改或對行使購買選擇權的評估有變，在該情況下，相關租賃負債於重新評估日期透過使用經修訂折現率折現經修訂租賃付款而重新計量。
- (b) 租賃付款因檢討市場租金後市場租金有變而出現變動，在該情況下，相關租賃負債透過使用初始折現率折現經修訂租賃付款而重新計量。

個人資料私隱專員於財務狀況表內將租賃負債呈列為單獨項目。

- (iii) 個人資料私隱專員作為承租人 (於2019年4月1日前)

當租賃條款將擁有權的絕大部分風險及回報轉移至承租人時，租賃即分類為融資租賃。所有其他租賃則分類為經營租賃。

經營租賃付款按租賃期以直線法確認為支出。經營租賃所產生之或然租金會於產生期間確認為支出。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(g) Leases (continued)

- (ii) PCPD as a lessee (upon application of HKFRS 16 in accordance with transitions in note 4) (continued)

Lease liabilities

At the commencement date of a lease, PCPD recognises and measures the lease liability at the present value of lease payments that are unpaid at that date. In calculating the present value of lease payments, PCPD uses the incremental borrowing rate at the lease commencement date if the interest rate implicit in the lease is not readily determinable.

The lease payments include fixed payments (including in-substance fixed payments) less any lease incentives receivable.

After the commencement date, lease liabilities are adjusted by interest accretion and lease payments.

PCPD remeasures lease liabilities (and makes a corresponding adjustment to the related right-of-use assets) whenever:

- (a) the lease term has changed or there is a change in the assessment of exercise of a purchase option, in which case the related lease liability is remeasured by discounting the revised lease payments using a revised discount rate at the date of reassessment.
- (b) the lease payments change due to changes in market rental rates following a market rent review, in which cases the related lease liability is remeasured by discounting the revised lease payments using the initial discount rate.

PCPD presents lease liabilities as a separate line item on the statement of financial position.

- (iii) PCPD as a lessee (prior to 1 April 2019)

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. Contingent rentals arising under operating leases are recognised as an expense in the period in which they are incurred.

財務報表附註 NOTES TO THE FINANCIAL STATEMENTS

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3. 重要會計政策概要(續)

- (h) 現金及現金等值
現金包括銀行及手頭現金。現金等值是短期及高流動性的投資，這些投資可以隨時轉換為已知數額的現金，價值變動的風險不大。
- (i) 應付款項
應付款項於初期按公平值確認，其後按攤銷成本列帳，但若短期應付款的折現影響並不重大，則按成本列帳。

- (j) 撥備及或然負債
如果個人資料私隱專員須就已發生的事件承擔法律或推定責任，因而預期很可能會導致經濟利益流出，在有關金額能夠可靠地估計時，個人資料私隱專員便會對該時間或金額不確定的負債計提撥備。如果貨幣時間價值重大，則按預計履行責任所需費用的現值計提撥備。

如果經濟利益流出的可能性較低，或是無法對有關金額作出可靠的估計，便會將該責任披露為或然負債，但經濟利益流出的可能性極低則除外。如果個人資料私隱專員的責任須視乎某項或多項未來事件是否發生才能確定是否存在，除非經濟利益流出的可能性極低，該責任亦會被披露為或然負債。

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

與指定計劃方案有關的政府補助金包括在資本補助金內，並且延遲至須與擬補償的成本產生時，才在全面收益表內確認。

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

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- (h) Cash and cash equivalents
Cash comprises cash on hand and at bank. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
- (i) Accounts and other payables
Accounts and other payables are initially measured at fair value and, after initial recognition, at amortised cost, except for short-term payables with no stated interest rate and the effect of discounting being immaterial, that are measured at their original invoice amount.

- (j) Provisions and contingent liabilities
Provisions are recognised for liabilities of uncertain timing or amount when PCPD has a legal or constructive obligation arising as a result of a past event, it is probable that an outflow of economic benefits will be required to settle the obligation and a reliable estimate can be made. Where the time value of money is material, provisions are stated at the present value of the expenditure expected to settle the obligation.

Where it is not probable that an outflow of economic benefits will be required, or the amount cannot be estimated reliably, the obligation is disclosed as a contingent liability, unless the probability of outflow of economic benefits is remote. Possible obligations, whose existence will only be confirmed by the occurrence or non-occurrence of one or more future events are also disclosed as contingent liabilities unless the probability of outflow of economic benefits is remote.

- (k) Income recognition
- (i) Government subventions and funding
Government subventions are recognised at their fair value where there is a reasonable assurance that the grant will be received and PCPD will comply with all attached conditions.

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

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

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3. 重要會計政策概要(續)

- (k) 收入確認(續)
- (i) 政府補助及資助金(續)
用於彌補個人資料私隱專員已產生支出的政府補助金，會在支出產生的期間有系統地在全面收益表確認為收入。
- 有關電子健康紀錄互通系統執法工作的政府資助金是在須與擬補償的成本產生時，在全面收益表確認。
- (ii) 銀行利息收入
銀行利息收入以實際利率方式計算。
- (iii) 講座收費及會員費收入
講座收費及會員費收入按應計制確認。
- (iv) 刊物銷售
刊物銷售收入在該等貨品交付予買方，而買方接受貨品，以及有關應收款項可合理地確定收到時確認。
- (v) 顧問費收入
顧問費收入是在提供服務的期間在全面收益表確認。
- (l) 僱員薪俸
- (i) 僱員可享有的假期及約滿酬金
僱員可享有的年假及約滿酬金在該等假期累計予僱員時確認。個人資料私隱專員已為僱員在計至年結日止所提供的服務而在年假及約滿酬金方面預計引致的責任作出撥備。
- 僱員可享有的病假及分娩假或待產假不作確認，直至僱員放取該等假期時才予以確認。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- (k) Income recognition (continued)
- (i) Government subventions and funding (continued)
Government subventions that compensate PCPD for expenses incurred are recognised as income in the statement of comprehensive income on a systematic basis in the same periods in which the expenses are incurred.
- Government funding for enforcement work related to the Electronic Health Record Sharing System is recognised in the statement of comprehensive income over the period necessary to match them with the costs that they are intended to compensate.
- (ii) Bank interest income
Bank interest income is recognised using the effective interest method.
- (iii) Seminar and membership fees income
Seminar and membership fees income are recognised on an accrual basis.
- (iv) Sales of publications
Income from the sales of publications is recognised when PCPD has delivered products to the customer, the customer has accepted the products and collectability of the related receivables is reasonably assured.
- (v) Consultancy fee income
Consultancy fee income is recognised in the statement of comprehensive income in the same periods in which the services are provided.
- (l) Staff emoluments
- (i) Employee leave and gratuity entitlements
Employee entitlements to annual leave and gratuities are recognised when they accrue to employees. A provision is made for the estimated liability for annual leave and gratuities as a result of services rendered by employees up to the year-end date.
- Employee entitlements to sick leave and maternity or paternity leave are not recognised until the time of leave.

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3. 重要會計政策概要(續)

(l) 僱員薪俸(續)

(ii) 退休福利成本

個人資料私隱專員已經加入《強制性公積金條例》下成立的強制性公積金計劃(「強積金計劃」)。僱主的供款額為僱員有關入息的5%至強制性供款上限。該計劃的資產與個人資料私隱專員的資產分開持有，並由信託人以基金託管。向強積金計劃支付的供款於到期日列作支出。

(m) 資產減值

在報告期末，個人資料私隱專員會檢討具有限可使用年期的資產的帳面值，以判斷該資產是否出現減值虧損。當顯示可能出現減值虧損時，該資產的可收回值會被評估以計算其虧損幅度。如該資產的可收回值並不可能被評估，個人資料私隱專員會評估該資產所屬的現金產生單位可收回值。當確定了一個合理及一致的分類基礎時，企業資產會被分類為獨立現金產生單位或現金產生單位的最小組別。

(n) 關聯方

a) 一名人士或其近親被視為個人資料私隱專員的關聯方，如果該人士：

- (i) 能控制或共同控制個人資料私隱專員；
- (ii) 能對個人資料私隱專員構成重大影響力；或
- (iii) 為個人資料私隱專員的關鍵管理人員。

b) 一個實體可視為個人資料私隱專員的關聯方，如果該實體符合以下任何情況：

- (i) 該實體是為個人資料私隱專員或個人資料私隱專員關聯方的僱員福利而設的離職後福利計劃。
- (ii) 該實體由(a)中描述的人士控制或共同控制。
- (iii) (a)(i)中描述的一名人士對該實體構成重大影響，或為該實體的關鍵管理人員。
- (iv) 該實體，或屬該實體一部分的任何集團成員公司，向個人資料私隱專員提供關鍵管理人員服務。

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(l) Staff emoluments (continued)

(ii) Retirement benefit costs

PCPD has joined the Mandatory Provident Fund Scheme (the MPF Scheme) established under the Mandatory Provident Fund Schemes Ordinance for its employees. PCPD contributes 5% of the relevant income of staff members up to the maximum mandatory contributions under the MPF Scheme. The assets of the Scheme are held separately from those of PCPD, in funds under the control of trustee. Payments to the MPF Scheme are charged as an expense as they fall due.

(m) Impairment of assets

At the end of reporting period, PCPD reviews the carrying amounts of its assets with finite useful lives to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss, if any. When it is not possible to estimate the recoverable amount of an individual asset, PCPD estimates the recoverable amount of the cash-generating unit to which the asset belongs. When a reasonable and consistent basis of allocation can be identified, corporate assets are also allocated to individual cash-generating units, or otherwise they are allocated to the smallest group of cash-generating units for which a reasonable and consistent allocation basis can be identified.

(n) Related parties

a) A person or a close member of that person's family is related to PCPD if that person:

- (i) has control or joint control over PCPD;
- (ii) has significant influence over PCPD; or
- (iii) is a member of the key management personnel of PCPD.

b) An entity is related to PCPD if any of the following conditions applies:

- (i) The entity is a post-employment benefit plan for the benefit of employees of either PCPD or an entity related to PCPD.
- (ii) The entity is controlled or jointly controlled by a person identified in (a).
- (iii) A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity.
- (iv) The entity, or any member of a group of which it is a part, provides key management personnel services to PCPD.

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4. 會計政策的變更

個人資料私隱專員已首次應用由香港會計師公會頒佈於2019年4月1日或之後開始之年度期間開始生效的新訂及修訂《香港財務報告準則》，當中包括：

《香港財務報告準則》第16號：租賃
 《香港財務報告準則》第9號（修訂本）：具有負補償的提前還款特性
 《香港會計準則》第19號（修訂本）：計劃修訂、縮減或清償
 《香港會計準則》第28號（修訂本）：於聯營企業及合營企業的長期權益
 《香港財務報告準則》（修訂本）：《香港財務報告準則》2015年至2017年周期的年度改進
 香港（國際財務報告詮釋委員會）－詮釋第23號：所得稅處理的不確定性

除《香港財務報告準則》第16號：租賃外，於本年度應用新訂《香港財務報告準則》及其修訂本對個人資料私隱專員於本年度及過往年度的財務狀況及表現及/或載於財務報表的披露並無重大影響。

香港財務報告準則第16號：租賃
 個人資料私隱專員於本年度首次應用《香港財務報告準則》第16號。《香港財務報告準則》第16號取代《香港會計準則》第17號「租賃」（「《香港會計準則》第17號」）及相關詮釋。

租賃的定義

個人資料私隱專員已選擇可行權宜的方法，就先前應用《香港會計準則》第17號及香港（國際財務報告詮釋委員會）－詮釋第4號「釐定安排是否包括租賃」識別為租賃的合約應用《香港財務報告準則》第16號，而並無對先前並未識別為包括租賃的合約應用該準則。因此，個人資料私隱專員並無重新評估於首次應用日期前已存在的合約。

對於2019年4月1日或之後訂立或修訂的合約，個人資料私隱專員根據《香港財務報告準則》第16號所載的規定應用租賃的定義評估該合約是否包含租賃。

作為承租人

個人資料私隱專員已追溯應用《香港財務報告準則》第16號，並於首次應用日期（即2019年4月1日）確認累計影響。

於2019年4月1日，個人資料私隱專員透過應用《香港財務報告準則》第16號的過渡安排確認額外租賃負債及使用權資產，金額相等於相關租賃負債。於首次應用日期之任何差額會於期初儲備結餘確認，比較資料並無重列。

4. CHANGES IN ACCOUNTING POLICIES

PCPD has initially applied the new and revised HKFRSs issued by the HKICPA that are first effective for accounting periods beginning on or after 1 April 2019, including:

HKFRS 16, *Leases*
 Amendments to HKFRS 9, *Prepayment Features with Negative Compensation*
 Amendments to HKAS 19, *Plan Amendment, Curtailment or Settlement*
 Amendments to HKAS 28, *Long-term Interests in Associates and Joint Ventures*
 Amendments to HKFRSs, *Annual Improvements to HKFRSs 2015 – 2017 Cycle*
 HK(IFRIC) – Int 23, *Uncertainty over Income Tax Treatments*

Except for HKFRS 16, *Leases*, the application of other new and amendments to HKFRSs in the current year has had no material impact on PCPD's financial positions and performance for the current and prior years and/or on the disclosures set out in these financial statements.

HKFRS 16, *Leases*
 PCPD has applied HKFRS 16 for the first time in the current year. HKFRS 16 superseded HKAS 17 "Leases" ("HKAS 17"), and the related interpretations.

Definition of a lease

PCPD has elected the practical expedient to apply HKFRS 16 to contracts that were previously identified as leases applying HKAS 17 and HK(IFRIC) - Int 4 "Determining whether an Arrangement contains a Lease" and not apply this standard to contracts that were not previously identified as containing a lease. Therefore, PCPD has not reassessed contracts which already existed prior to the date of initial application.

For contracts entered into or modified on or after 1 April 2019, PCPD applies the definition of a lease in accordance with the requirements set out in HKFRS 16 in assessing whether a contract contains a lease.

As a lessee

PCPD has applied HKFRS 16 retrospectively with the cumulative effect recognised at the date of initial application, 1 April 2019.

As at 1 April 2019, PCPD recognised additional lease liabilities and right-of-use assets at amounts equal to the related lease liabilities by applying HKFRS 16 transition. Any difference at the date of initial application is recognised in the opening reserve balance and comparative information has not been restated.



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4. 會計政策的變更(續)

香港財務報告準則第16號：租賃(續)

於過渡期間根據《香港財務報告準則》第16號應用經修改追溯方法時，個人資料私隱專員已在與各別租賃合約相關的情況下，按逐項租賃基準對先前根據《香港會計準則》第17號分類為經營租賃的租賃應用下列可行權宜的方法：

- (i) 選擇不就租賃期於首次應用日期起計12個月內結束的租賃或低價值租賃確認使用權資產及租賃負債；
- (ii) 首次應用日期的使用權資產計量撇除初步直接成本；及
- (iii) 根據於首次應用日期的事實及情況釐定個人資料私隱專員帶有續租及終止選擇權的租賃的租期。

就先前分類為經營租賃的租賃確認租賃負債時，個人資料私隱專員已應用於首次應用日期相關實體的遞增借貸利率。所應用的加權平均遞增借貸利率為2.5%。

4. CHANGES IN ACCOUNTING POLICIES (CONTINUED)

HKFRS 16, *Leases* (continued)

When applying the modified retrospective approach under HKFRS 16 at transition, PCPD applied the following practical expedients to leases previously classified as operating leases under HKAS 17, on lease-by-lease basis, to the extent relevant to the respective lease contracts:

- (i) elected not to recognise right-of-use assets and lease liabilities for leases with lease term ends within 12 months of the date of initial application or leases with low value;
- (ii) excluded initial direct costs from measuring the right-of-use assets at the date of initial application; and
- (iii) used hindsight based on facts and circumstances as at date of initial application in determining the lease term for PCPD's leases with extension and termination options.

When recognising the lease liabilities for leases previously classified as operating leases, PCPD has applied incremental borrowing rates of the relevant group entities at the date of initial application. The weighted average incremental borrowing rate applied is 2.50%.

於2019年4月1日
At 01/04/2019
\$

於2019年3月31日 的經營租賃承擔	Operating lease commitments as at 31 March 2019	14,745,738
於2019年4月1日 的加權平均遞增借貸利率	Weighted average incremental borrowing rate as at 1 April 2019	2.50%
於2019年4月1日 的折現租賃負債	Lease liabilities discounted as at 1 April 2019	14,399,265

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4. 會計政策的變更(續)

香港財務報告準則第16號：租賃(續)
下表概呈列因採用《香港財務報告準則》第16號而產生的過渡影響：

4. CHANGES IN ACCOUNTING POLICIES (CONTINUED)

HKFRS 16, *Leases* (continued)
The transition effects arising from the adoption of HKFRS 16 are presented below:

		於2019年4月1日 At 01/04/2019 \$
使用權資產	Right-of-use assets	
於2019年3月31日根據 《香港會計準則》第17號的期末結餘	Closing balance under HKAS 17 at 31 March 2019	-
- 根據《香港財務報告準則》第16號 確認的使用權資產	- Recognition of right-of-use assets under HKFRS 16	14,399,265
於2019年4月1日根據 《香港財務準則》第16號的期初結餘	Opening balance under HKFRS 16 at 1 April 2019	14,399,265
租賃負債	Lease liabilities	
於2019年3月31日根據 《香港會計準則》第17號的期末結餘	Closing balance under HKAS 17 at 31 March 2019	-
- 根據《香港財務報告準則》第16號 確認的租賃負債	- Recognition of lease liabilities under HKFRS 16	14,399,265
於2019年4月1日根據 《香港財務準則》第16號的期初結餘	Opening balance under HKFRS 16 at 1 April 2019	14,399,265

在2020年3月31日年度因採用《香港財務報告準則》第16號對辦公室的營運租賃租金所產生的影響對帳呈列如下：

The reconciliation of effects on operating lease rentals in respect of office premises arising from the adoption of HKFRS 16 for the year end 31 March 2020 are presented below:

		2020 \$
未採用《香港財務報告準則》第16號前	Before adoption of HKFRS 16	
辦公室的營運租賃租金 總付款	Total payments for operating lease rentals in respect of office premises	8,200,358
採用《香港財務報告準則》第16號後	After adoption of HKFRS 16	
重列為：	Reclassified as:	
- 已付租賃負債本金	- Capital element of lease rentals paid	(7,736,389)
- 已付租賃負債利息	- Interest element of lease rentals paid	(269,889)
在全面收益表所報 辦公室的營運租賃租金	Operating lease rentals in respect of office premises reported in the statement of comprehensive income	194,080

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5. 重要會計推算及判斷

按照《香港財務報告準則》編制財務報表時，個人資料私隱專員管理層會為影響到資產、負債、收入及開支的會計政策的應用作出判斷、估計及假設。這些判斷、估計及假設是以過往經驗及多項其他於有關情況下視作合理的因素為基準。儘管管理層對這些判斷、估計及假設作出持續檢討，實際結果可能有別於此等估計。

有關財務風險管理的某些主要假設及風險因素載列於附註20。對於本財務報表所作出的估計及假設，預期不會構成重大風險，導致下一財政年度資產及負債的帳面值需作大幅修訂。

6. 政府補助金

		2020 \$	2019 \$
經常性及非經常性	Recurrent and non-recurrent	83,255,082	78,165,574
資本補助金(附註16)	Capital subvention fund (Note 16)	721,790	160,400
		83,976,872	78,325,974

7. 僱員薪俸

		2020 \$	2019 \$
薪酬	Salaries	54,474,173	50,849,025
約滿酬金及其他津貼	Gratuities and other allowances	9,347,877	8,506,438
強積金計劃供款	Contributions to MPF Scheme	1,249,585	1,201,615
未放取年假撥備	Provision for unutilised annual leave	(403,135)	157,367
		64,668,500	60,714,445

8. 主要管理人員的報酬

		2020 \$	2019 \$
短期僱員薪俸	Short-term staff emoluments	13,637,912	14,912,356
約滿酬金及強積金計劃供款	Gratuities and contributions to MPF Scheme	1,612,032	2,029,637
		15,249,944	16,941,993

9. 稅項

根據《個人資料(私隱)條例》附表2第6條的規定，個人資料私隱專員獲豁免課稅，因此個人資料私隱專員無須在本財務報表計提香港利得稅撥備。

5. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENT

PCPD's management makes assumptions, estimates and judgements in the process of applying PCPD's accounting policies that affect the assets, liabilities, income and expenses in the financial statements prepared in accordance with HKFRSs. The assumptions, estimates and judgements are based on historical experience and other factors that are believed to be reasonable under the circumstances. While the management reviews their judgements, estimates and assumptions continuously, the actual results will seldom equal to the estimates.

Certain key assumptions and risk factors in respect of the financial risk management are set out in note 20. There are no other key sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of asset and liabilities within the next financial year.

6. GOVERNMENT SUBVENTIONS

7. STAFF EMOLUMENTS

8. KEY MANAGEMENT COMPENSATION

9. TAXATION

No provision for Hong Kong Profits Tax has been made in the financial statements as PCPD is exempted from taxation in respect of the Inland Revenue Ordinance by virtue of Schedule 2 Section 6 of the Personal Data (Privacy) Ordinance.

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10. 物業、機器及設備

10. PROPERTY, PLANT AND EQUIPMENT

		擁有資產 Owned assets						使用權資產 Right-of-use assets (附註3(g)(ii) 及19) (Note 3(g)(ii) and 19)	
		汽車 Motor vehicle \$	電腦及軟件 Computer and software \$	辦公室設備 Office equipment \$	家具及 固定裝置 Furniture and fixtures \$	租賃物業 裝修工程 Leasehold improvements \$	小計 Sub-total \$	租賃土地 及樓宇 Leasehold land and buildings \$	總計 Total \$
成本	Cost								
於2019年4月1日	At 1 April 2019	468,900	6,006,651	1,788,091	752,531	9,145,021	18,161,194	-	18,161,194
採納《香港財務報告 準則》第16號	Adoption of HKFRS 16	-	-	-	-	-	-	14,399,265	14,399,265
於2019年4月1日 調整	Adjusted as at 1 April 2019	468,900	6,006,651	1,788,091	752,531	9,145,021	18,161,194	14,399,265	32,560,459
增加	Additions	-	2,273,990	196,781	18,654	563,525	3,052,950	-	3,052,950
處置	Disposals	-	(411,639)	(58,420)	(61,755)	-	(531,814)	-	(531,814)
於2020年3月31日	At 31 March 2020	468,900	7,869,002	1,926,452	709,430	9,708,546	20,682,330	14,399,265	35,081,595
累積折舊	Accumulated depreciation								
於2019年4月1日	At 1 April 2019	468,900	4,601,736	415,274	351,527	4,759,141	10,596,578	-	10,596,578
年內折舊	Charge for the year	-	721,649	341,020	106,660	1,999,188	3,168,517	7,817,554	10,986,071
處置核銷	Write back on disposals	-	(411,639)	(51,947)	(61,755)	-	(525,341)	-	(525,341)
於2020年3月31日	At 31 March 2020	468,900	4,911,746	704,347	396,432	6,758,329	13,239,754	7,817,554	21,057,308
帳面淨值	Net book value								
於2020年3月31日	At 31 March 2020	-	2,957,256	1,222,105	312,998	2,950,217	7,442,576	6,581,711	14,024,287
成本	Cost								
於2018年4月1日	At 1 April 2018	468,900	4,709,311	964,111	434,853	5,130,704	11,707,879	-	11,707,879
增加	Additions	-	1,354,414	893,928	335,230	4,014,317	6,597,889	-	6,597,889
處置	Disposals	-	(57,074)	(69,948)	(17,552)	-	(144,574)	-	(144,574)
於2019年3月31日	At 31 March 2019	468,900	6,006,651	1,788,091	752,531	9,145,021	18,161,194	-	18,161,194
累積折舊	Accumulated depreciation								
於2018年4月1日	At 1 April 2018	468,900	4,431,922	279,829	282,282	3,487,784	8,950,717	-	8,950,717
年內折舊	Charge for the year	-	226,888	205,393	82,092	1,271,357	1,785,730	-	1,785,730
處置核銷	Write back on disposals	-	(57,074)	(69,948)	(12,847)	-	(139,869)	-	(139,869)
於2019年3月31日	At 31 March 2019	468,900	4,601,736	415,274	351,527	4,759,141	10,596,578	-	10,596,578
帳面淨值	Net book value								
於2019年3月31日	At 31 March 2019	-	1,404,915	1,372,817	401,004	4,385,880	7,564,616	-	7,564,616

11. 銀行結存及現金

11. BANK BALANCES AND CASH

		2020 \$	2019 \$
銀行及手頭現金	Cash at banks and on hand	6,588,530	2,333,408
短期銀行存款	Short-term bank deposits	29,833,653	29,463,600
財務狀況表及現金流量表 的銀行結存及現金	Bank balances and cash in the statement of financial position and the statement of cash flows	36,422,183	31,797,008

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12. 職員約滿酬金撥備

12. PROVISION FOR STAFF GRATUITY

		2020 \$	2019 \$
於4月1日的結餘	Balance as at 1 April	6,945,776	5,502,061
已作出的撥備	Provision made	6,739,484	6,188,660
未動用款項撥回	Unused amounts reversed	(312,402)	(772,153)
年內支付的數額	Amount paid during the year	(7,340,592)	(3,972,792)
於3月31日的結餘	Balance as at 31 March	6,032,266	6,945,776
減：流動部分	Less: current portion	(4,406,609)	(4,542,647)
非流動部分	Non-current portion	1,625,657	2,403,129

約滿酬金撥備是為了支付由受聘日起計已完
成合約的職員的約滿酬金而設立的。

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

13. 預收政府補助金

13. GOVERNMENT SUBVENTION RECEIVED IN
ADVANCE

		2020 \$	2019 \$
於4月1日的結餘	Balance as at 1 April	5,819,933	4,400,000
已收補助金	Subvention received	5,410,000	1,500,000
年內確認為收入的數額	Recognised as income in the year	(1,500,000)	(80,067)
於3月31日的結餘	Balance as at 31 March	9,729,933	5,819,933

預收政府補助金是關於年結日後才提供的各
項服務而收取的補助金，會遞延入帳及在支
出產生的期間有系統地在全面收益表確認為
收入。

Government subvention received in advance represents
subvention received in connection with various services to be
provided after year end and is deferred and recognised as income
in the statement of comprehensive income on a systematic basis
in the same periods in which the expenses are incurred.

14. 租賃負債

14. LEASE LIABILITIES

		2020 \$	2019 \$
到期最低租賃付款額	Minimum lease payments due		
– 1年內	– Within 1 year	6,739,460	–
減：未來財務費用	Less: future finance charges	(76,584)	–
租賃負債的現值	Present value of lease liabilities	6,662,876	–
分析為：	Analysed as:		
流動部分	Current portion	6,662,876	–

未來財務費用所應用的加權平均遞增借貸利
率為2.5%。

The weighted average incremental borrowing rate applied for
future finance charges is 2.5%.

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15. 政府的約滿酬金補助款

15. GOVERNMENT SUBVENTION FOR GRATUITY

		2020 \$	2019 \$
於4月1日的結餘	Balance as at 1 April	3,386,003	3,352,510
年內確認的補助金	Subventions recognised for the year	(6,739,484)	(6,188,660)
沒收款	Forfeiture	312,402	772,153
已收政府的約滿酬金補助款	Gratuity subvention received from Government	6,432,000	5,450,000
於3月31日的結餘	Balance as at 31 March	3,390,921	3,386,003

這代表就個人資料私隱專員從政府收取的職員約滿酬金款項。

This represents funds received from the Government in respect of gratuity payments to staff of PCPD.

16. 資本補助金

16. CAPITAL SUBVENTION FUND

		更換汽車 Replacement of motor vehicle \$	資訊科技基礎 設施檢修項目 IT Infrastructure Overhaul Project \$	提升 電腦系統 Upgrading of computer system \$	更換 電話系統 Replacement of telephone system \$	總計 Total \$
於2018年4月1日	At 1 April 2018	-	-	110,276	459,217	569,493
撥入全面收益表為收入， 以配對：	Transfer to the statement of comprehensive income as income to match with:					
- 折舊支出	- Depreciation expense	-	-	(67,000)	(93,400)	(160,400)
於2019年3月31日 及2019年4月1日	At 31 March 2019 and 1 April 2019	-	-	43,276	365,817	409,093
政府資本補助金	Government capital subvention	332,400	2,296,076	-	-	2,628,476
撥入全面收益表為收入， 以配對：	Transfer to the statement of comprehensive income as income to match with:					
- 折舊支出	- Depreciation expense	-	(145,522)	(43,276)	(93,400)	(282,198)
- 其他營運費用	- Other operating expenses	-	(439,592)	-	-	(439,592)
於2020年3月31日	At 31 March 2020	332,400	1,710,962	-	272,417	2,315,779

資本補助金為就特定計劃方案已收取但未應用的非經常性政府資本補助金的餘額。有關款項撥入全面收益表為收入，以配對相關費用。

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

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17. 一般儲備

17. GENERAL RESERVE

		2020 \$	2019 \$
於4月1日	At 1 April	19,353,179	18,647,320
由全面收益表撥入	Transfer from statement of comprehensive income	1,430,272	3,325,859
政府收回上年盈餘	Previous year's surplus recovered by Government	-	(2,620,000)
於3月31日	At 31 March	20,783,451	19,353,179

設立一般儲備的目的是用來應付營運上的突發事項。一般儲備由全面收益表撥入，最高限額為個人資料私隱專員年度經常補助金的百分之二十。一般儲備是用作一般用途，個人資料私隱專員有權自行運用。盈餘如超逾儲備的協定上限，超額之數應退還政府（扣減下年度的補助金以抵銷）。

The general reserve is established to meet operational contingencies and is transferred from the statement of comprehensive income with a ceiling at 20% of PCPD's annual recurrent subvention. The general reserve is available for general use and can be spent at the discretion of PCPD. Any surplus in excess of the agreed reserve ceiling should be returned to the Government by way of offsetting from next year's subvention.

18. 承擔

18. COMMITMENTS

於2020年3月31日，根據不可取消的營運租賃在日後應付的物業最低租賃付款總額如下：

At 31 March 2020, the total future minimum lease payments under non-cancellable operating leases in respect of office premises are payable as follows:

		2020 \$	2019 \$
一年內	Within 1 year	-	8,006,278
一年後但五年內	After 1 year but within 5 years	-	6,739,460
		-	14,745,738

在採納《香港財務報告準則》第16號後，未來租賃付款的現值會被確認為使用權資產，不會再如上述般披露為承擔。比較資料並無重列。

Upon adoption of HKFRS 16, the present value of future minimum lease payment, which is no longer disclosed as commitments as shown above, is recognised as right-of-use asset. The comparative information has not been restated.

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19. 融資活動產生的負債對帳

下表詳述個人資料私隱專員來自融資活動的負債變動，包括現金及非現金變動。融資活動所產生的負債為現金流量或未來現金流量將於個人資料私隱專員的現金流量表中分類為融資活動的現金流量。租賃負債所應用的加權平均遞增借貸利率為2.5%。

19. RECONCILIATION OF LIABILITIES ARISING FROM FINANCING ACTIVITIES

The table below details changes in PCPD's liabilities from financing activities, including both cash and non-cash changes. Liabilities arising from financing activities are liabilities for which cash flows were, or future cash flows will be, classified in PCPD's statement of cash flows as cash flows from financing activities. The weighted average incremental borrowing rate applied for lease liabilities is 2.5%.

		租賃負債 Lease liabilities	
		2020 \$	2019 \$
於年初	At beginning of the year	-	-
採納《香港財務報告準則》 第16號	Adoption of HKFRS 16	14,399,265	-
於年初的調整	Adjusted as at beginning of the year	14,399,265	-
融資現金流的變動：	Changes from financing cash flows:		
已付租賃負債本金	Capital element of lease rentals paid	(7,736,389)	-
已付租賃負債利息	Interest element of lease rentals paid	(269,889)	-
融資現金流的變動總額	Total changes from financing cash flows	(8,006,278)	-
		6,392,987	-
其他變動：	Other changes:		
租賃負債利息	Interest on lease liabilities	269,889	-
於年末	At end of the year	6,662,876	-

20. 金融工具

個人資料私隱專員將其金融資產分為以下類別：

20. FINANCIAL INSTRUMENTS

PCPD has classified its financial assets in the following categories:

		2020 \$	2019 \$
按攤銷成本計量的金融資產	Financial assets at amortised cost		
應收款項及按金	Accounts receivable and deposits	802,923	220,502
銀行結存及現金	Bank balances and cash	36,422,183	31,797,008
		37,225,106	32,017,510

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20. 金融工具(續)

個人資料私隱專員將其金融負債分為以下類別：

20. FINANCIAL INSTRUMENTS (CONTINUED)

PCPD has classified its financial liabilities in the following categories:-

		2020 \$	2019 \$
按攤銷成本計量的金融負債 Financial liabilities at amortised cost			
應付款項及應計費用	Accounts payable and accruals	1,075,776	2,014,188
政府的約滿酬金補助款	Government subvention for gratuity	3,390,921	3,386,003
租賃負債	Lease liabilities	6,662,876	-
		11,129,573	5,400,191

所有金融工具的帳面值相對2019年及2020年3月31日時的公平值均沒有重大差別。

All financial instruments are carried at amounts not materially different from their fair values as at 31 March 2020 and 2019.

個人資料私隱專員透過以下政策管理信貸風險、流動資金風險及市場風險，以減低該等風險對個人資料私隱專員的財務表現及狀況的潛在不利影響。

PCPD's risk management objectives, policies and processes mainly focus on minimising the potential adverse effects of credit risk, liquidity risk and market risk on its financial performance and position by closely monitoring the individual exposure.

(a) 信貸風險

個人資料私隱專員並無信貸風險相當集中的情況，而最高信貸風險相等於金融資產所載有關帳面值。銀行存款的信貸風險是有限，因接受存款的銀行均為受香港《銀行業條例》規管的財務機構。

(a) Credit risk

PCPD has no significant concentration of credit risk. The maximum exposure to credit risk is represented by the carrying amount of the financial assets. The credit risk on bank deposits is limited because the counterparties are authorised financial institutions regulated under the Hong Kong Banking Ordinance.

(b) 流動資金風險

個人資料私隱專員的流動資金風險是金融負債。個人資料私隱專員對資金作出謹慎管理，維持充裕的現金及現金等值，以滿足持續運作的需要。除了政府的約滿酬金補助款被歸類為非流動負債外，個人資料私隱專員的所有其他金融負債須於一年內或於要求時償還的。

(b) Liquidity risk

PCPD is exposed to liquidity risk on financial liabilities. It manages its funds conservatively by maintaining a comfortable level of cash and cash equivalents in order to meet continuous operational need. PCPD ensures that it maintains sufficient cash which is available to meet its liquidity. Except for government subvention for gratuity which is classified as non-current liability, all other financial liabilities of PCPD are repayable within one year or on demand.

(c) 市場風險

利率風險

個人資料私隱專員的利率風險主要來自銀行存款。個人資料私隱專員沒有對所產生的利率風險作敏感性分析，因為管理層評估此風險對個人資料私隱專員的財務狀況不會產生重大影響。

(c) Market risk

Interest rate risk

PCPD's exposure on interest rate risk mainly arises from its cash deposits with bank. No sensitivity analysis for PCPD's exposure to interest rate risk arising from deposits with bank is prepared since based on the management's assessment the exposure is considered not significant.

(d) 以公平值計量的金融工具

在報告期末，個人資料私隱專員並沒有金融工具以公平值列帳。

(d) Financial instrument at fair value

At the end of reporting period, there were no financial instruments stated at fair value.

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21. 已頒佈但於年內尚未生效的《香港財務報告準則》

以下是已頒佈但於年內尚未生效的《香港財務報告準則》，這些準則或與個人資料私隱專員的營運及財務報表有關：

21. HONG KONG FINANCIAL REPORTING STANDARDS ISSUED BUT NOT YET EFFECTIVE FOR THE YEAR

HKFRSs that have been issued but are not yet effective for the year include the following HKFRSs which may be relevant to PCPD's operations and financial statements:

	於以下年度開始或以後生效 Effective for annual periods beginning on or after
《香港財務報告準則》第17號：保險合約 HKFRS 17, <i>Insurance Contracts</i>	2021年1月1日 1 January 2021
《香港財務報告準則》第3號(修訂本)：業務的定義 Amendments to HKFRS 3, <i>Definition of a business</i>	2020年1月1日 1 January 2020
《香港財務報告準則》第10號及《香港會計準則》第28號(修訂本)： 投資者與其聯營企業或合資企業之間的資產出售或投入 Amendments to HKFRS 10 and HKAS 28, <i>Sales or Contribution of Assets between an Investor and its Associate or Joint Venture</i>	尚未釐定 To be determined
《香港會計準則》第1號及《香港會計準則》第8號(修訂本)：重大的定義 Amendments to HKAS 1 and HKAS 8, <i>Definition of material</i>	2020年1月1日 1 January 2020
《香港財務報告準則》第9號、《香港會計準則》第39號 及《香港財務報告準則》第7號(修訂本)：利率基準改革 Amendments to HKFRS 9, HKAS 39 and HKFRS 7, <i>Interest Rate Benchmark Reform</i>	2020年1月1日 1 January 2020

個人資料私隱專員在本年內並未採納該等《香港財務報告準則》。初步評估顯示採納該等《香港財務報告準則》不會對個人資料私隱專員首次採納年度的財務報表產生重大影響。個人資料私隱專員將繼續評估該等《香港財務報告準則》及其他就此識別的重大的變動的影響。

PCPD has not early adopted these HKFRSs. Initial assessment has indicated that the adoption of these HKFRSs would not have a significant impact on PCPD's financial statements in the year of initial application. PCPD will be continuing with the assessment of the impact of these HKFRSs and other significant changes may be identified as a result.

22. 批准財務報表

本財務報表已於2020年7月17日獲個人資料私隱專員授權刊發。

22. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were authorised for issue by PCPD on 17 July 2020.