

Financial Statements

Updated on 28 Aug 2020

Financial Statements

- HKBU Income and Expenditure Statement for All Balances (Dept)
- HKBU Income and Expenditure Statement (CCtr Summary)
- HKBU Income and Expenditure Statement (DEPT w. U-wide)

HKBU Income and Expenditure Statement

General Features

Parameters

HKBU IE Statement: Parameter Options

- Calendar Period
 - As at month end of previous month; or
 - Current month with data posted up to Current date

HKBU IE Statement: Parameter Options (Cont'd)

- Entity

- 11 = HKBU

- Fund

- E.g. 11 = RG (NR)

- CCtr

- E.g. 2531 = FO

- Project

- E.g. 000000 = General

HKBU IE Statement: Parameter Options (Cont'd)

■ Period Type

- PJTD = Project to Date
- PTD = Period to Date
- YTD = Year to Date

■ Master Level

- Yes = Combined Level
- No = Individual Level

Report Layout

HKBU IE Statement: Report Layout

06-JUN-2018 10:55:32 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entity.Fd.CCtr.Prj Range: 11.11.9999.000000
Master Level: N
Individual Level
Cost Center: 11.11.9999.000000

Entity.Fd.CCtr.AC.Prj:	11.11.9999.000000	Entity.Fd.CCtr.Prj Description:	HKBU.R.G(NR).Eg.General				Project Start Date:	Total amount Pledge:			
Budget Controller:	FIS	Project Status:					Project End Date:				
	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance HK\$
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

Expenditure

214110 FT Sub Salary
214130 FT Sub Gratuity
Sub-total for Staff Costs and Benefits excluding Leave Accrual
375110 General Equip't Non-FA
375130 Equip't Maintenance
Sub-total for Equipment
362110 Hospitality
Sub-total for Hospitality
363110 Std Helper or Std RA or PA
381110 General Exp
Sub-total for Other General Expenses
Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

Part 1

Part 2

Part 3

HKBU IE Statement: Report Layout – Part 1

06-JUN-2018 10:55:32 USER 1

Entity.Fd.CCtr.Prj Range:

Master Level:



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Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entity.Fd.CCtr.Prj Range:
Master Level:
Individual Level
Cost Center: 11.11.9999.000000

11.11.9999.000000
N

Entity.Fd.CCtr.AC.Prj: 11.11.9999.000000

Entry.Fd.CCtr.Prj Description: HKBU.R.G.(NR).Eg.General

Project Start Date:

Total amount Pledge:

Budget Controller: FIS

Project Status:

Project End Date:

Budget C/F

Current-Year Budget

Total Budget

Reference Budget (w/o Fund Checkings)

Current Month Actual *

Year-to-date Actual *

Project-to-date Actual *

Commitment *

Obligation and Others *

Total for Actual and Encumbrance

Free Balance / (Overrun) after Encumbrance

HK\$

HK\$

HK\$

HK\$

HK\$

HK\$

HK\$

HK\$

HK\$

HK\$

For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)

A1

A2

A=A1-A2

A'

B

C

C2

D1

D2

E=C+D1+D2

F=A-E

For Period Type = PTTD (Project-to-Date)

A'

B

C1

C2

D1

D2

E=C2+D1+D2

F=A-E

Expenditure

214110

FT Sub Salary

214130

FT Sub Gratuity

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110

General Equip't Non-FA

375130

Equip't Maintenance

Sub-total for Equipment

362110

Hospitality

Sub-total for Hospitality

363110

Std Helper or Std RA or PA

381110

General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

- Report Run
 - Date, Time, By
- Parameters Selected
 - Entity
 - Fund
 - CCtr
 - Project
 - Master Level

HKBU IE Statement: Report Layout – Part 1 (Cont'd)

Hong Kong Baptist University Income and Expenditure Statement for All Balance - DEPT As at month ended JUN-18

■ Report Name

■ Period Type

■ YTD = “As at month ended”

■ PJTD = “From Project start to”

■ PTD = “For the Month”

■ Calendar Period

06-JUN-2018 10:55:32 USER:1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry Fd.CCn.Pj Range: 11.11.9999.000000
Master Level: N
Individual Level:
Cost Center: 11.11.9999.000000

Entry Fd.CCn.AC Pj: 11.11.9999.000000
Entry Fd.CCn.Pj Description: HKBU R/G(NR) Eg General
Project Start Date:
Total amount Pledge:

Budget Controller: FIS
Project Status:
Project End Date:

	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checkings)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

Expenditure	
214110	FT Sub Salary
214130	FT Sub Gratuity
Sub-total for Staff Costs and Benefits excluding Leave Accrual	
375110	General Equip't Non-FA
375130	Equip't Maintenance
Sub-total for Equipment	
362110	Hospitality
Sub-total for Hospitality	
363110	Std Helper or Std RA or PA
381110	General Exp
Sub-total for Other General Expenses	
Total Expenditure and Transfer-out	
Net Surplus / (Deficit)	
Accumulated Surplus / (Deficit) B/F	
Accumulated Surplus / (Deficit) C/F	

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement: Report Layout – Part 2

Entity.Fd.CCtr.AC.Prj:	11.11.9999.000000	Entity.Fd.CCtr.Prj Description:	HKBU.RG(NR).Eg.General	Project Start Date:	Total amount Pledge:
Budget Controller:	FIS	Project Status:		Project End Date:	



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Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entity.Fd.CCtr.Prj Range:	11.11.9999.000000	Entity.Fd.CCtr.Prj Description:		HKBU.RG(NR).Eg.General	Project Start Date:	Total amount Pledge:	0
Master Level:	N						
Cost Center:	11.11.9999.000000						
Entity.Fd.CCtr.AC.Prj:	11.11.9999.000000	Entity.Fd.CCtr.Prj Description:		HKBU.RG(NR).Eg.General	Project Start Date:	Total amount Pledge:	0
Budget Controller:	FIS	Project Status:			Project End Date:		

	Budget Ctr	Current Yr Budget	Year Budget	Actual Budget (w/o Fund Checkings)	Current Actual *	YTD to Date Actual *	Project to Date Actual *	Commitment	Overrun to Date Others *	YTD to Date Encumbrance	YTD Project (Overrun) after Encumbrance
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1-A2	A'	B	C	C2	D1	D2	E=C-D1-D2	F=A-E
For Period Type = PTTD (Project-to-Date)				A'	B	C	C2	D1	D2	E=C2-D1-D2	F=A-E
Expenditure											
214110 FT Sub Salary											
214130 FT Sub Gratuity											
Sub-total for Staff Costs and Benefits excluding Leave Accrual											
375110 General Equip't Non-FA											
375130 Equip't Maintenance											
Sub-total for Equipment											
362110 Hospitality											
Sub-total for Hospitality											
363110 Std Helper or Std RA or PA											
381110 General Exp											
Sub-total for Other General Expenses											
Total Expenditure and Transfer-out											
Net Surplus / (Deficit)											
Accumulated Surplus / (Deficit) B/F											
Accumulated Surplus / (Deficit) C/F											

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

- Entity.Fd.CCtr.Ac.Prj
- No.
- Description
- Budget Controller
- Project Status
- Project Start Date
- Project End Date
- Total amount Pledge

HKBU IE Statement: Report Layout – Part 2 (Cont'd)

Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)
HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1+A2	A'
		A	A'

■ Budget C/F <A1>

■ Budget carried forward from last year

■ Current-Year Budget <A2>

■ Budget for the current year

■ Total Budget <A=A1+A2>

■ CF Budget + CY Budget

■ Reference Budget <A'>

■ For reference ONLY

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Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry Fd.CCn.Pj Range: 11.11.9999.000000
Master Level: N
Individual Level
Cost Center: 11.11.9999.000000

Entry Fd.CCn.AC.Pj: 11.11.9999.000000 Entry Fd.CC Description: HKBU R/G(NR) Eg General Project Start Date: Total amount Pledge: 0

Budget Controller: FIS

Project Status: Project End Date:

Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance HK\$
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1+A2	A'	B	C	C1	D1	D2	E=C+D1+D2	F=A-E
		A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)
For Period Type = PTTD (Project-to-Date)

Expenditure

214110 FT Sub Salary

214130 FT Sub Gratuity

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip't Non-FA

375130 Equip't Maintenance

Sub-total for Equipment

362110 Hospitality

Sub-total for Hospitality

363110 Std Helper or Std RA or PA

381110 General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement: Report Layout – Part 2 (Cont'd)

Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *
HK\$	HK\$	HK\$
B	C	
B	C1	C2

■ Current Month Actual

■ Actual balance for the current month (“PTD”)

■ Year-to-date Actual <C or C1>

■ Actual balance from July to the calendar period selected

■ Project-to-date Actual <C2>

■ Actual balance from the Project Start Date to the calendar period selected (“PJTD”)

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Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry Fd.CCn.Pj Range: 11.11.9999.000000
Master Level: N
Individual Level
Cost Center: 11.11.9999.000000

Entry Fd.CCn.AC.Pj: 11.11.9999.000000 Entry Fd.CCn.Pj Description: HKBU R.G(NR) Eg General Project Start Date: Total amount Pledge: 0

Budget Controller: FIS

Project Status:				Project End Date:							
Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Check)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance	
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	
A1	A2	A=A1-A2	A	B	C		D1	D2	E=C+D1+D2	F=A-E	
				B	C1	C2	D1	D2	E=C2-D1+D2	F=A-E	

For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)
For Period Type = PJTD (Project-to-Date)

Expenditure

214110 FT Sub Salary

214130 FT Sub Gratuity

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip't Non-FA

375130 Equip't Maintenance

Sub-total for Equipment

362110 Hospitality

Sub-total for Hospitality

363110 Std Helper or Std RA or PA

381110 General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement: Report Layout – Part 2 (Cont'd)

Commitment *	Obligation and Others *
HK\$	HK\$
D1	D2
D1	D2

■ Encumbrance

■ Commitment <D1>

■ Committed balance as at the calendar period selected

■ e.g. PR, SR

■ Obligation and Others <D2>

■ Obligated balance as at the calendar period selected

■ e.g. PO

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Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry Fd.CCn.Pj Range: 11.11.9999.000000
Master Level: N
Individual Level
Cost Center: 11.11.9999.000000

Entry Fd.CCn.AC Pj: 11.11.9999.000000 Entry Fd.CCn.Pj Description: HKBU R/G(NR) Eg General Project Start Date: Total amount Pledge: 0
Budget Controller: FIS Project Status: Project End Date:

Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checkings)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1-A2	A'	B	C	C1	D1	D2	E=C+D1+D2	F=A-E
							D1	D2	E=C+D1+D2	F=A-E

For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)
For Period Type = PTTD (Project-to-Date)

Expenditure

214110 FT Sub Salary

214130 FT Sub Gratuity

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip't Non-FA

375130 Equip't Maintenance

Sub-total for Equipment

362110 Hospitality

Sub-total for Hospitality

363110 Std Helper or Std RA or PA

381110 General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement: Report Layout – Part 2 (Cont'd)

Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
HK\$	HK\$
$E=C+D1+D2$	$F=A-E$
$E=C2+D1+D2$	$F=A-E$

■ Total for Actual and Encumbrance <E>

■ Actual Balance <C or C2> + Commitment <D1> + Other Obligation <D2>

■ Free Balance / (Overrun) after Encumbrance <F>

■ Mainly for those with Budget

■ Budget <A> – (Actual Balance + Commitment + Other Obligation) <E>

06-JUN-2018 10:55:32 USER: 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry Fd Ctr Prj Range: 11.11.9999.000000
Master Level: N
Individual Level
Cost Center: 11.11.9999.000000

Entry Fd Ctr AC Prj: 11.11.9999.000000 Entry Fd Ctr Prj Description: HKBU R/G(NR) Eg General Project Start Date: Total amount: 0

Budget Controller: FIS Project Status: Project End Date:

Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checkings)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1-A2	A'	B	C	D1	D2	E=C+D1+D2	F=A-E
For Period Type = PTTD (Project-to-Date)				A'	B	C1	D1	D2	E=C2+D1+D2	F=A-E

Expenditure

214110 FT Sub Salary

214130 FT Sub Gratuity

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip't Non-FA

375130 Equip't Maintenance

Sub-total for Equipment

362110 Hospitality

Sub-total for Hospitality

363110 Std Helper or Std RA or PA

381110 General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

* "N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement: Report Layout – Part 3

- Income
 - Various Income
 - Transfer-in
- Expenditure
 - Staff Costs and Benefits
 - Equipment
 - Hospitality
 - Other General Expenses
 - Transfer-out
- Net Surplus / (Deficit)
- Accumulated Surplus / (Deficit)
 - B/F
 - C/F

Income	
163110	Misc Inc
Sub-total for Income	
410110	Transfer-in
Sub-total for Transfer-in	
Total Income and Transfer-in	
Expenditure	
214110	FT Sub Salary
Sub-total for Staff Costs and Benefits excluding Leave Accrual	
375110	General Equip't Non-FA
Sub-total for Equipment	
362110	Hospitality
Sub-total for Hospitality	
381110	General Exp
Sub-total for Other General Expenses	
420110	Transfer-out
Sub-total for Transfer-out	
Total Expenditure and Transfer-out	
Net Surplus / (Deficit)	
Accumulated Surplus / (Deficit) B/F	
Accumulated Surplus / (Deficit) C/F	

08-JUN-2018 11:30:35 USER 1	
Entry Fd Ctr Pj Range:	11.31.000000
Master Level:	Y
Master Level:	
Entry Fd Ctr AC Pj:	11.31.000000
Budget Controller:	
Entry Fd Ctr Pj Description:	
Project Status:	
Budget C/F	Current-Year Budget
FD3 A1	FD3 A2
FD3 A1+A2	FD3 A
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	
Revised Time as 0000 (General Date)	
Income	
163110	Misc Inc
Sub-total for Income	
410110	Transfer-in
Sub-total for Transfer-in	
Total Income and Transfer-in	
Expenditure	
214110	FT Sub Salary
Sub-total for Staff Costs and Benefits excluding Leave Accrual	
375110	General Equip't Non-FA
Sub-total for Equipment	
362110	Hospitality
Sub-total for Hospitality	
381110	General Exp
Sub-total for Other General Expenses	
420110	Transfer-out
Sub-total for Transfer-out	
Total Expenditure and Transfer-out	
Net Surplus / (Deficit)	
Accumulated Surplus / (Deficit) B/F	
Accumulated Surplus / (Deficit) C/F	



HKBU Income and Expenditure Statement for All Balances (Dept)

HKBU IE Statement – All Balances (Dept)

08-JUN-2018 11:09:21 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entry.Fd.CCtr.Pj Range:	11.11.2531.000000
Master Level:	Y

Master Level

Entity Fd.CCtr.AC.Pj:	11.11.2531.000000	Entity Fd.CCtr.Pj Description:					HKBU.RG(NR).FO General		Project Start Date:		1-Jul-98		Total amount Pledge:		0
Budget Controller:	Project Status:							Project End Date:							
	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance				
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$				
For Period Type = PTID (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E				
For Period Type = P/ID (Project-to-Date)		A	A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E				

Expenditure

214110 FT Sub Salary

214120 FT Sub Superannuation

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375410 Office Equip't Non-FA

375411	Office Equip't FA
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Sub-total for Equipment

362110	Hospitality
--------	-------------

Sub-total for Hospitality

381110	General Exp
--------	-------------

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – All Balances (Cont'd)

Entity.Fd.CCtr.Prj Range: 11.11.2531.000000

Master Level: Y

[illegible]

- CCtr
 - Can be left Blank
- Period Type
 - Fund 11: PJTD / PTD / YTD
 - Other Fund: By Default
- Master Level
 - Yes – Combined Level
 - No – Individual Level

HKBU IE Statement – All Balances (Cont'd)

Budget C/F	Current- Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to- date Actual *	Project- to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E
		A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

	CF Budget <A1>	CY Budget <A2>	Ttl Budget <A>= <A1+A2>	Ref Budget <A'>	CM Act 	YTD Act <C> / <C1>	PJTD Act <C2>	Commit -ment <D1>	Other Obliga -tion <D2>	Ttl Act & Ecum <E>	Free Bal / Overrun after Enc <F>=<A-E>
YTD w Budget	✓	✓	✓	✗	✓	✓	✗	✓	✓	✓	✓ (Exp only)
PJTD w Budget#	✗	✗	✓	✗	✓	✓	✓	✓	✓	✓	✓ (Exp only)
PJTD on Balance#	✗	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓

Report with Accumulated Surplus / (Deficit) B/F and C/F under column YTD Actual

HKBU IE Statement – All Balances (Cont'd)

■ Year-to-Date with Budget

■ E.g.11 RG(NR), 34 UE, 35 ME, 44 UE-R, 45 ME-R

08-JUN-2018 11:30:27 USER:1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entity.Fd.CCtr.Prj Range: 11.11..000000
Master Level: Y
Master Level

Entity.Fd.CCtr.AC.Prj: 11.11..000000
Budget Controller:

Entity.Fd.CCtr.Prj Description: HKBU.RG(NR)..General
Project Status:

Project Start Date: Total amount Pledge: 0
Project End Date:

Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1+A2	A'	B	C	C2	D1	D2	E=C+D1+D2	F=A-E
									E=C2+D1+D2	F=A-E
Expenditure										
214110	FT Sub Salary					N/A				
214130	FT Sub Gratuity					N/A				
Sub-total for Staff Costs and Benefits excluding Leave Accrual						N/A				
375110	General Equipmt Non-FA					N/A				
375111	General Equipmt FA					N/A				
Sub-total for Equipment						N/A				
362110	Hospitality					N/A				
Sub-total for Hospitality						N/A				
381110	General Exp					N/A				
Sub-total for Other General Expenses						N/A				
Total Expenditure and Transfer-out						N/A				
Net Surplus / (Deficit)						N/A				
Accumulated Surplus / (Deficit) B/F						N/A				
Accumulated Surplus / (Deficit) C/F						N/A				

"N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

YTD Free Balance / (Overrun)
after Encumbrance
referring to Total Expenditure &
Transfer-out

HKBU IE Statement – All Balances (Year-to-Date with Budget)

08-JUN-2018 11:30:27 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
As at month ended JUN-18

Entity.Fd.CCctr.Prj Range: 11.11..000000
Master Level: Y
Master Level

Entity.Fd.CCtr.AC.Prj: 11.11..000000	Entity.Fd.CCtr.Prj Description: HKBU.RG(NR)..General			Project Start Date:			Total amount			0	
Budget Controller:	Project Status:			Project End Date:							
	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

Expenditure												
214110	FT Sub Salary	700.00	80.00	780.00	N/A	0.00	710.00	N/A	0.00	60.00	770.00	10.00
Sub-total for Staff Costs and Benefits excluding Leave Accrual		700.00	80.00	780.00	N/A	0.00	710.00	N/A	0.00	60.00	770.00	10.00
375110	General Equip't Non-FA	100.00	10.00	110.00	N/A	10.00	110.00	N/A	0.00	0.00	110.00	0.00
Sub-total for Equipment		100.00	10.00	110.00	N/A	10.00	110.00	N/A	0.00	0.00	110.00	0.00
362110	Hospitality	10.00	0.00	10.00	N/A	0.00	10.00	N/A	0.00	0.00	10.00	0.00
Sub-total for Hospitality		10.00	-	10.00	N/A	0.00	10.00	N/A	0.00	0.00	10.00	0.00
381110	General Exp	190.00	10.00	200.00	N/A	10.00	70.00	N/A	20.00	20.00	110.00	90.00
Sub-total for Other General Expenses		190.00	10.00	200.00	N/A	10.00	70.00	N/A	20.00	20.00	110.00	90.00
Total Expenditure and Transfer-out		1,000.00	100.00	1,100.00	N/A	20.00	900.00	N/A	20.00	80.00	1,000.00	100.00

Net Surplus / (Deficit)						-900.00	N/A	-1,000.00			
Accumulated Surplus / (Deficit) B/F						N/A		N/A			
Accumulated Surplus / (Deficit) C/F						N/A		N/A			

"N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

HKBU IE Statement – All Balances (Cont'd)

■ Project-to-Date with Budget

■ E.g. 22 EG, 23 ERG, 24 CG, 46 OG

06-JUN-2018 11:33:27 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to JUN-18

Entity.Fd.CCtr.Prj Range: 11.22..115820
Master Level: Y
Master Level

Entity.Fd.CCtr.AC.Prj: 11.22..115820 Entity.Fd.CCtr.Prj Description: HKBU.EG..Funding Support Project Start Date: Total amount Pledge: 0

Budget Controller: Project Status: Project End Date:

	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E
Income											
110110 Government Subventions											N/A
Sub-total for Income											N/A
Total Income and Transfer-in											N/A
Expenditure											
214110 FT Sub Salary											
Sub-total for Staff Costs and Benefits excluding Leave Accrual											
375210 Computer Equip't Non-FA											
Sub-total for Equipment											
381110 General Exp											
Sub-total for Other General Expenses											
Total Expenditure and Transfer-out	N/A	N/A	N/A	N/A							
Net Surplus / (Deficit)											
Accumulated Surplus / (Deficit) B/F										N/A	
Accumulated Surplus / (Deficit) C/F										N/A	

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

PJTD Free Balance / (Overrun) after Encumbrance referring to Total Expenditure & Transfer-out

HKBU IE Statement – All Balances (Project-to-Date with Budget)

08-JUN-2018 11:33:27 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to JUN-18

Entity.Fd.CCtr.Prj Range: 11.22...115820

Master Level: Y

Master Level

Entity.Fd.CCtr.AC.Prj: 11.22...115820		Entity.Fd.CCtr.Prj Description:		HKBU.EG..Funding Support			Project Start Date:		Total amount Pledge:			0
Budget Controller:		Project Status:					Project End Date:					
	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance	
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E	
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E	
Income												
110110 Government Subventions	N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Sub-total for Income	N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Total Income and Transfer-in	N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Expenditure												
214110 FT Sub Salary	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	0.00	400.00	1,000.00	0.00	
Sub-total for Staff Costs and Benefits excluding Leave Accrual	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	0.00	400.00	1,000.00	0.00	
375210 Computer Equip't Non-FA	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	50.00	0.00	650.00	350.00	
Sub-total for Equipment	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	50.00	0.00	650.00	350.00	
381110 General Exp	N/A	N/A	1,000.00	N/A	40.00	300.00	600.00	0.00	50.00	650.00	350.00	
Sub-total for Other General Expenses	N/A	N/A	1,000.00	N/A	40.00	300.00	600.00	0.00	50.00	650.00	350.00	
Total Expenditure and Transfer-out	N/A	N/A	3,000.00	N/A	100.00	900.00	1,800.00	50.00	450.00	2,300.00	700.00	
Net Surplus / (Deficit)						100.00	200.00					
Accumulated Surplus / (Deficit) B/F						100.00						
Accumulated Surplus / (Deficit) C/F						200.00						

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – All Balances (Project-to-Date with Budget)

08-JUN-2018 11:33:27 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to May-19

Project End Date = May-19

Entity.Fd.CCtr.Prj Range: 11.22..115820
Master Level: Y
Master Level

Entity.Fd.CCtr.AC.Prj: 11.22..115820		Entity.Fd.CCtr.Prj Description:			HKBU.EG..Funding Support			Project Start Date:		Total amount Pledge:			0
Budget Controller:		Project Status:						Project End Date:					
	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance		
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$		
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A-E		
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E		
Income													
110110	Government Subventions	N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Sub-total for Income		N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Total Income and Transfer-in		N/A	N/A	0.00	N/A	-1,000.00	-1,000.00	-2,000.00	0.00	0.00	-2,000.00	N/A	
Expenditure													
214110	FT Sub Salary	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	0.00	400.00	1,000.00	0.00	
Sub-total for Staff Costs and Benefits excluding Leave Accrual		N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	0.00	400.00	1,000.00	0.00	
375210	Computer Equip't Non-FA	N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	50.00	200.00	850.00	150.00	
Sub-total for Equipment		N/A	N/A	1,000.00	N/A	30.00	300.00	600.00	50.00	200.00	850.00	150.00	
381110	General Exp	N/A	N/A	1,000.00	N/A	40.00	300.00	600.00	0.00	50.00	650.00	350.00	
Sub-total for Other General Expenses		N/A	N/A	1,000.00	N/A	40.00	300.00	600.00	0.00	50.00	650.00	350.00	
Total Expenditure and Transfer-out		N/A	N/A	3,000.00	N/A	100.00	900.00	1,800.00	50.00	650.00	2,500.00	500.00	
Net Surplus / (Deficit)						100.00	200.00			-500.00			
Accumulated Surplus / (Deficit) B/F						100.00				N/A			
Accumulated Surplus / (Deficit) C/F						200.00				N/A			

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – All Balances (Cont'd)

■ Project-to-Date on Balance

■ E.g. 21 RG(R), 31 SF, 32 UMD, 33 MD, 41 SF-R, 42 UMD-R, 43 MD-R

08-JUN-2018 11:30:35 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to JUN-18

Entity.Fd.CCtr.Prj Range: 11.31..000000
Master Level: Y
Master Level:

Entity.Fd.CCtr.AC.Prj: 11.31..000000
Budget Controller:

Entity.Fd.CCtr.Prj Description: HKBU.SF..General
Project Status:

Project Start Date:
Project End Date:

Total amount Pledge: 0

	Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTID (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A'-E
For Period Type = PJTD (Project-to-Date)			A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A'-E
Income											
163110 Misc Inc	N/A	N/A	N/A								
Sub-total for Income											
410110 Transfer-in											
Sub-total for Transfer-in											
Total Income and Transfer-in											
Expenditure											
214110 FT Sub Salary											
Sub-total for Staff Costs and Benefits excluding Leave Accrual											
375110 General Equip't Non-FA											
Sub-total for Equipment											
362110 Hospitality											
Sub-total for Hospitality											
381110 General Exp											
Sub-total for Other General Expenses											
420110 Transfer-out											
Sub-total for Transfer-out											
Total Expenditure and Transfer-out											
Net Surplus / (Deficit)											
Accumulated Surplus / (Deficit) B/F											N/A
Accumulated Surplus / (Deficit) C/F											N/A

"N/A" represents not applicable.
* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.
End of Report

PJTD Free Balance / (Overrun)
after Encumbrance
referring to Net Surplus /
(Deficit)

HKBU IE Statement – All Balances (Project-to-Date on Balance)

08-JUN-2018 11:30:35 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to JUN-18

Entity.Fd.CCtr.Prj Range: 11.31..000000

Master Level: Y

Master Level

Entity.Fd.CCtr.AC.Pri: 11.31..000000		Entity.Fd.CCtr.Prj Description: HKBU.SF..General					Project Start Date:		Total amount Pledge:			0
Budget Controller:		Project Status:					Project End Date:					
		Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
		HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)		A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A'-E
For Period Type = PJTD (Project-to-Date)				A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A'-E
Income												
163110	Misc Inc	N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Sub-total for Income		N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Total Income and Transfer-in		N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Expenditure												
214110	FT Sub Salary	N/A	N/A	N/A	2,000.00	0.00	600.00	1,200.00	0.00	800.00	2,000.00	0.00
Sub-total for Staff Costs and Benefits excluding Leave Accrual		N/A	N/A	N/A	2,000.00	0.00	600.00	1,200.00	0.00	800.00	2,000.00	0.00
375110	General Equip't Non-FA	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Sub-total for Equipment		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
362110	Hospitality	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Sub-total for Hospitality		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
381110	General Exp	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Sub-total for Other General Expenses		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Total Expenditure and Transfer-out		N/A	N/A	N/A	5,000.00	0.00	1,500.00	3,000.00	0.00	800.00	3,800.00	1,200.00

Net Surplus / (Deficit)

500.00 1,000.00

1,200.00

Accumulated Surplus / (Deficit) B/F

500.00

N/A

Accumulated Surplus / (Deficit) C/F

1,000.00

N/A

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – All Balances (Project-to-Date on Balance)

08-JUN-2018 11:30:35 USER 1

Hong Kong Baptist University
Income and Expenditure Statement for All Balance - DEPT
From Project start to May-19

Project End Date = May-19

Entity.Fd.CCtr.Prj Range: 11.31..000000
Master Level: Y
Master Level

Entity.Fd.CCtr.AC.Pri: 11.31..000000		Entity.Fd.CCtr.Pri Description: HKBU.SF..General					Project Start Date:		Total amount Pledge:			0
Budget Controller:		Project Status:					Project End Date:					
		Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
		HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)		A1	A2	A=A1+A2	A'	B	C		D1	D2	E=C+D1+D2	F=A'-E
For Period Type = PJTD (Project-to-Date)				A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A'-E
Income												
163110	Misc Inc	N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Sub-total for Income		N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Total Income and Transfer-in		N/A	N/A	N/A	-5,000.00	0.00	-2,000.00	-4,000.00	-1,000.00	0.00	-5,000.00	0.00
Expenditure												
214110	FT Sub Salary	N/A	N/A	N/A	2,000.00	0.00	600.00	1,200.00	0.00	800.00	2,000.00	0.00
Sub-total for Staff Costs and Benefits excluding Leave Accrual		N/A	N/A	N/A	2,000.00	0.00	600.00	1,200.00	0.00	800.00	2,000.00	0.00
375110	General Equip't Non-FA	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	200.00	800.00	200.00
Sub-total for Equipment		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	200.00	800.00	200.00
362110	Hospitality	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Sub-total for Hospitality		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
381110	General Exp	N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Sub-total for Other General Expenses		N/A	N/A	N/A	1,000.00	0.00	300.00	600.00	0.00	0.00	600.00	400.00
Total Expenditure and Transfer-out		N/A	N/A	N/A	5,000.00	0.00	1,500.00	3,000.00	0.00	1,000.00	4,000.00	1,000.00
Net Surplus / (Deficit)							500.00	1,000.00			1,000.00	
Accumulated Surplus / (Deficit) B/F							500.00				N/A	
Accumulated Surplus / (Deficit) C/F							1,000.00				N/A	

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – All Balances (Cont'd)

■ E.g. of Fund Code with Long Description

Child Fund Code	Fund Code Oracle Description		Entity Code Long Description (For Reference)
11	RG(NR)	YTD w Budget	Recurrent Grants (Non-Research) - GDRF
12	MG	PJTD on Balance	Matching Grants
21	RG(R)	PJTD on Balance	Recurrent Grants (Research) - Unspent Balance of Research
22	EG	PJTD w Budget	Earmarked Grants
23	ERG	PJTD w Budget	Earmarked Research Grants
24	CG	PJTD w Budget	Capital Grants
31	SF	PJTD on Balance	Self-financing
32	UMD	PJTD on Balance	Unmatched Donation
33	MD	PJTD on Balance	Matched Donation
34	UE	YTD w Budget	Unmatched Endowment
35	ME	YTD w Budget	Matched Endowment
41	SF-R	PJTD on Balance	Self-financing (Restricted)
42	UMD-R	PJTD on Balance	Unmatched Donation (Restricted)
43	MD-R	PJTD on Balance	Matched Donation (Restricted)
44	UE-R	YTD w Budget	Unmatched Endowment (Restricted)
45	ME-R	YTD w Budget	Matched Endowment (Restricted)
46	OG	PJTD w Budget	Other Grants from HKSAR Gov't Related Org / NGO

HKBU IE Statement – All Balances (Cont'd)

- Assuming that User 1 has access right to
 - CCtr = 2531, 2536, 2537
 - Prj = 000000

CCTR Master Level	Blank Y	Blank N	2531 Y	2531 N
No. of Report	1	3	1	1
	Aggregation of	2531.000000	2531.000000	2531.000000
	2531.000000	2536.000000		
	2536.000000	2537.000000		
	2537.000000			
Budget Controller	Not Show	Not Show	Not Show	Show

HKBU Income and Expenditure Statement (CCTR Summary)

HKBU IE Statement – CCtr Summary

08-JUN-2018 10:27:42 USER:1

Hong Kong Baptist University
Income and Expenditure Statement - DEPT (CCtr Parent)
As at month ended JUN-18

Entity Fd.CCtr.Pjt Range: 11.11.2530.000000

Master Level: Y

Master Level

Entity Fd.CCtr.AC.Pjt:	11.11.2530.000000	Entity Fd.CCtr.Pjt Description:	HKBU.RG(NR). *FO-Adm. General				Project Start Date:	Total amount Pledge:				0
Budget Controller:		Project Status:					Project End Date:					
		Budget C/F	Current-Year Budget	Total Budget	Reference Budget (w/o Fund Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligation and Others *	Total for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
		HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)		A1	A2	A=A1+A2	A'	B	C	C1	D1	D2	E=C+D1+D2	F=A-E
For Period Type = P/TD (Project-to-Date)				A	A'	B	C1	C2	D1	D2	E=C2+D1+D2	F=A-E

Expenditure

214110 FT Sub Salary

214120 FT Sub Superannuation

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip't Non-FA

375111 General Equip't FA

Sub-total for Equipment

362110 Hospitality

Sub-total for Hospitality

381110 General Exp

Sub-total for Other General Expenses

Total Expenditure and Transfer-out

Net Surplus / (Deficit)

Accumulated Surplus / (Deficit) B/F

Accumulated Surplus / (Deficit) C/F

"N/A" represents not applicable.

* For the income accounts, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

HKBU IE Statement – CCtr Summary (Cont'd)

Entity.Fd.CCtr.Prj Range: 11.11.2530.000000
Master Level: Y



08/02/2018 10:27:42 USER 1

Hong Kong Baptist University
Income and Expenditure Statement - DEPT (CCtr Parent)
As at month ended 7/20/18

Entity.Fd.CCtr.Prj Range: 11.11.2530.000000
Master Level: Y

Entity.Fd.CCtr.Prj Range: 11.11.2530.000000

Budget Controller: _____

Project Status: _____

Project Start Date: _____

Project End Date: _____

Period: _____

Budget C/F	Current Year Budget	Target Budget	Reference Budget (w/o Final Checking)	Current Month Actual *	Year-to-date Actual *	Project-to-date Actual *	Commitment *	Obligations and Others *	Target for Actual and Encumbrance	Free Balance / (Overrun) after Encumbrance
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	A1	A2	A=A1+A2	A'	B	C	D1	D2	B+C=D1+D2	E=A-E
For Period Type = PTD (Project-to-Date)			A'	A'	B	C	D1	D2	B+C=D1+D2	E=A-E
Expenditure										
214100 FT Sub Salary										
214120 FT Sub Superannuation										
Sub-total for Staff Costs and Benefits excluding Leave Accrual										
177100 General Equipm't Maint.FA										
177110 General Equipm't FA										
Sub-total for Equipment										
182100 Hospitality										
Sub-total for Hospitality										
181100 General Exp										
Sub-total for Other General Expenses										
Total Expenditure and Transfer-out										
New Supplies / (Deficit)										
Accumulated Supplies / (Deficit) B/F										
Accumulated Supplies / (Deficit) C/F										

* For the income account, additional budget is represented by positive balance whereas the additional actual or encumbrance is represented by negative balance.

End of Report

■ CCtr

- Must be at parent Level,
E.g. 2530 incl. FO + ACH + ...

■ Period Type

- Fund 11: PJTD/ PTD / **YTD**

- Other Fund: By Default

■ Master Level

- Yes – Combined Level
- No – Individual Level

HKBU IE Statement – CCtr Summary (Cont'd)

■ Assuming

■ CCtr = 2530 incl. 2531, 2536, 2537

■ Prj = 000000

CCTR	2530	2530
Master Level	Y	N
No. of Report	1	3
		2531.000000
		2536.000000
		2537.000000
Budget Controller	Not Show	Show

HKBU IE Statement – CCtr Summary (Cont'd)

■ E.g. Cost Centre Code with Parent

<u>Cost Centre Code (CCtr)</u>						
Parent	CCtr Code	Roll-up Gp for	Child Range <> Parent		Child	Cost Centre Code Oracle
CCtr Code	Oracle Description	Summary Template	From	To	Cost Centre	Description
2530	*FO-Adm		2531	2539		
253A	*FO	C-CCTR	2531	2531	2531	FO
253F	*ACH	C-CCTR	2536	2536	2536	ACH
253G	*ACHAAB	C-CCTR	2537	2537	2537	ACHAAB

■ The List will be available at FO's website for reference

HKBU Income and Expenditure Statement (DEPT w. U-wide)

HKBU IE Statement – Dept with U-wide

07-JUN-2018 17:32:14 USER:1		Hong Kong Baptist University Income and Expenditure Statement - DEPT with U-Wide As at month ended JUN-18								
Entity.Fd:	11.11									
CCtr:	2530									
Prj Range:	000000 - 100002									
Entity.Fd.CCtr.Prj:	11.11.2531.000000 - 11.11.2537.100002									
Budget Controller:										
		Budget C/F	Current-Year Budget	Total Budget	Current Month Actual	Year-to-date Actual	Commitment	Obligation and Others	Total for Actual and Encumbrance	Free Balance / (Overrun) after Actual and Encumbrances
For Period Type = PTID (Period-to-Date) or YTD (Year-to-Date)		HK\$ A1	HK\$ A2	HK\$ A=A1+A2	HK\$ B	HK\$ C	HK\$ D1	HK\$ D2	HK\$ E=C+D1+D2	HK\$ F=A-E
Departmental or U-wide Expenditure										
Entity.Fd.CCtr.Prj:	11.11.2530.000000									
214110	FT Sub Salary									
214130	FT Sub Gratuity									
Sub-total for Staff Costs and Benefits excluding Leave Accrual										
375110	General Equip't Non-FA									
375111	General Equip't FA									
Sub-total for Equipment										
362110	Hospitality									
Sub-total for Hospitality										
381110	General Exp									
Sub-total for Other General Expenses										
Total Departmental Expenditure after Transfer-out for 11.11.2530.000000 General										
Entity.Fd.CCtr.Prj:	11.11.2531.100002									
331310	Building Upkeep									
Sub-total for Other General Expenses										
Total U-wide Expenditure after Transfer-out for 11.11.2531.100002 U-wide General Activities										
Entity.Fd.CCtr.Prj:	11.11.2536.100002									
334210	Renovation									
Sub-total for Other General Expenses										
Total U-wide Expenditure after Transfer-out for 11.11.2536.100002 U-wide General Activities										
Entity.Fd.CCtr.Prj:	11.11.2537.100002									
382810	Maintenance									
Sub-total for Other General Expenses										
Total U-wide Expenditure after Transfer-out for 11.11.2537.100002 U-wide General Activities										
End of Report										

HKBU IE Statement – Dept with U-wide (Cont'd)

Entity.Fd.: 11.11
 CCtr: 2530
 Prj Range: 000000 - 100002
 Entity.Fd.CCtr.Prj: 11.11.2531.000000 - 11.11.2537.100002

07-JUN-2018 17:52:14 US

Hong Kong Baptist University
 Income and Expenditure Statement – DEPT with U-Wide
 As at month ended JUN-18

Entity.Fd.	11.11
CCtr	2530
Prj Range	000000 - 100002
Entity.Fd.CCtr.Prj	11.11.2531.000000 - 11.11.2537.100002

	Budget C/P	Current-Year Budget	Total Budget	Current Month Actual	Year-to-date Actual	Commitment	Obligations and Others	Total for Actual and Encumbrance	Free Balance / (Overrun) after Actual and Encumbrances
	HK\$ A1	HK\$ A2	HK\$ A=A1+A2	HK\$ B	HK\$ C	HK\$ D1	HK\$ D2	HK\$ E=C+D1+D2	HK\$ F=A-E
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)									
Departmental or U-wide Expenditure									
Entity.Fd.CCtr.Prj		11.11.2530.000000							
214110		FT Sub Salary							
214130		FT Sub Gentry							
Sub-total for Staff Costs and Benefits excluding Leave Accrual									
375110		General Equip't Non-FA							
375111		General Equip't FA							
Sub-total for Equipment									
342110		Hospitality							
Sub-total for Hospitality									
381110		General Exp							
Sub-total for Other General Expenses									
Total Departmental Expenditure after Transfer-out for 11.11.2530.000000 General									
Entity.Fd.CCtr.Prj		11.11.2531.000002							
331310		Building Upkeep							
Sub-total for Other General Expenses									
Total U-wide Expenditure after Transfer-out for 11.11.2531.000002 U-wide General Activities									
Entity.Fd.CCtr.Prj		11.11.2536.100002							
334210		Reservation							
Sub-total for Other General Expenses									
Total U-wide Expenditure after Transfer-out for 11.11.2536.100002 U-wide General Activities									
Entity.Fd.CCtr.Prj		11.11.2537.100002							
382810		Maintenance							
Sub-total for Other General Expenses									
Total U-wide Expenditure after Transfer-out for 11.11.2537.100002 U-wide General Activities									

End of Report

Fund

- Must = 11, i.e. RG (NR)

CCtr

- Parent Level,
E.g. 2530 = FO + ACH + ... or
- Child Level, E.g. 2531 = FO only

Project

- Range

Period Type

- PTD / YTD

Master Level

- Yes – Combined Level
- No – Individual Level

HKBU IE Statement – Dept with U-wide (Cont'd)

Budget C/F	Current-Year Budget	Total Budget	Current Month Actual	Year-to-date Actual	Commitment	Obligation and Others	Total for Actual and Encumbrance	Free Balance / (Overrun) after Actual and Encumbrances
HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$	HK\$
A1	A2	A=A1+A2	B	C	D1	D2	E=C+D1+D2	F=A-E



07-JUN-2018 17:32:14 USER:1

Entity Pd: 11.11
CC: 2130
Pj Range: 000000 - 100002
Entity Pd C/C: Pj: 11.11.2131.000000 - 11.11.2137.100002

Budget Controller:

Budget C/F	Current-Year Budget	Total Budget	Current Month Actual	Year-to-date Actual	Commitment	Obligation and Others	Total for Actual and Encumbrance	Free Balance / (Overrun) after Actual and Encumbrances
HK\$ A1	HK\$ A2	HK\$ A=A1+A2	HK\$ B	HK\$ C	HK\$ D1	HK\$ D2	HK\$ E=C+D1+D2	HK\$ F=A-E

For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)

Departmental or U-wide Expenditure

Entity Pd C/C: Pj: 11.11.2130.000000

214110 FT Sub Salary

214130 FT Sub Genistry

Sub-total for Staff Costs and Benefits excluding Leave Accrual

375110 General Equip's Non-FA

375111 General Equip's FA

Sub-total for Equipment

342110 Hospitality

Sub-total for Hospitality

341110 General Exp

Sub-total for Other General Expenses

Total Departmental Expenditure after Transfer-out for 11.11.2130.000000 General

Entity Pd C/C: Pj: 11.11.2131.100002

331310 Building Upkeep

Sub-total for Other General Expenses

Total U-wide Expenditure after Transfer-out for 11.11.2131.100002 U-wide General Activities

Entity Pd C/C: Pj: 11.11.2136.100002

334210 Reservation

Sub-total for Other General Expenses

Total U-wide Expenditure after Transfer-out for 11.11.2136.100002 U-wide General Activities

Entity Pd C/C: Pj: 11.11.2137.100002

332810 Maintenance

Sub-total for Other General Expenses

Total U-wide Expenditure after Transfer-out for 11.11.2137.100002 U-wide General Activities

End of Report

■ Period Type

■ PTD / YTD

■ Column

■ Total Budget <A>

= CF Budget <A1> + CY Budget <A2>

■ Current Month Actual Balance

■ Year-to-date Actual Balance <C>

■ Commitment <D1>

■ Other Obligation <D2>

■ Total Actual and Encumbrance <E>

■ Free Balance / (Overrun) after Actual & Encumbrance <F>

HKBU IE Statement – Dept with U-wide (Cont'd)

Entity.Fd.: 11.11
 Cctr: 2530
 Prj Range: 000000 - 100002
 Entity.Fd.Cctr.Prj: 11.11.2531.000000 - 11.11.2537.100002

■ Cctr = 2530 & Master Level = YES

■ 1 Combined Report showing

■ Aggregated financial position of FO + ACH + ... for Department Account

■ 11.11.2530.000000

■ Separate financial position with Total for each combination of Entity.Fd.Cctr.Prj

■ 11.11.2531.100002

■ 11.11.2536.100002

■ 11.11.2537.100002

07-JUN-2018 17:32:14 USER	
Entity.Fd.	11.11
Cctr	2530
Prj Range	000000 - 100002
Entity.Fd.Cctr.Prj	11.11.2531.000000 - 11.11.2537.100002

Departmental or U-wide Expenditure	Budget C/F	Current-Year Budget
	H03	H03
	A1	A2
Departmental or U-wide Expenditure		
Entity.Fd.Cctr.Prj:	11.11.2530.000000	
214110	FT Sub Salary	
214130	FT Sub Gratuity	
Sub-total for Staff Costs and Benefits excluding Leave Accrual		
375110	General Equip't Non-FA	
375111	General Equip't FA	
Sub-total for Equipment		
362110	Hospitality	
Sub-total for Hospitality		
381110	General Exp	
Sub-total for Other General Expenses		
Total Departmental Expenditure after Transfer-out for 11.11.2530.000000 General		
Entity.Fd.Cctr.Prj:	11.11.2531.100002	
331310	Building Upkeep	
Sub-total for Other General Expenses		
Total U-wide Expenditure after Transfer-out for 11.11.2531.100002 U-wide General Activities		
Entity.Fd.Cctr.Prj:	11.11.2536.100002	
334210	Renovation	
Sub-total for Other General Expenses		
Total U-wide Expenditure after Transfer-out for 11.11.2536.100002 U-wide General Activities		
Entity.Fd.Cctr.Prj:	11.11.2537.100002	
382810	Maintenance	
Sub-total for Other General Expenses		
Total U-wide Expenditure after Transfer-out for 11.11.2537.100002 U-wide General Activities		
End of Report		

HKBU IE Statement – Dept with U-wide (Cont'd)

Entity.Fd.:	11.11
CCtr:	2530
Prj Range:	000000 - 100002
Entity.Fd.CCtr.Prj:	11.11.2531.000000 - 11.11.2537.100002
Budget Controller:	
	Budget C/F
	HK\$
	A1
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	
Departmental or U-wide Expenditure	
Entity.Fd.CCtr.Prj:	11.11.2531.000000

07-JUN-2018 17:16:04 USER 1

Hong Kong Baptist University
Income and Expenditure Statement - DEPT with U-Wide
As at month ended MAY-18

Entity.Fd.:	11.11
CCtr:	2530
Prj Range:	000000 - 100002
Entity.Fd.CCtr.Prj:	11.11.2531.000000 - 11.11.2537.100002
Budget Controller:	
	Budget C/F
	HK\$
	A1
For Period Type = PTD (Period-to-Date) or YTD (Year-to-Date)	
Departmental or U-wide Expenditure	
Entity.Fd.CCtr.Prj:	11.11.2531.000000
214120	PT Sub Grant
Subtotal for Staff Costs and Benefits excluding Leave Accrual	
375110	General Equip't Non-FA
375111	General Equip't FA
Subtotal for Equipment	
362110	Hospitality
Subtotal for Hospitality	
381110	General Exp
Subtotal for Other General Expenses	
Total Departmental Expenditure after Transfer-out for 11.11.2531.000000 General	
End of Report	

CCtr = 2530 & Master Level = NO

■ 1 Report for each combination of

■ Entity.Fd.CCtr.Prj

■ 11.11.2531.000000

■ 11.11.2531.100002

■ 11.11.2536.000000

■ 11.11.2536.100002

■ 11.11.2537.000000

■ 11.11.2537.100002

HKBU IE Statement – Dept with U-wide (Cont'd)

■ Assuming

■ CCtr = 2530 incl. 2531, 2536, 2537

■ Prj Range incl. 000000, 100002

CCtr	2530	2530	2531	2531
Master Level	Y	N	Y	N
No. of Report	1	6	1	2
		2531.000000		2531.000000
		2531.100002		2531.100002
		2536.000000		
		2536.100002		
		2537.000000		
		2537.100002		
Budget Controller	Not Show	Not Show	Not Show	Show



香港浸會大學
HONG KONG BAPTIST UNIVERSITY

Project for the New Financial Information System

攜手迎挑戰，邁步齊向前
We need your Support & Cooperation

Finance Office 財務處

Background

Project Governance Structure

Implementation

Newsletter

Activities

Training and Materials

Contact Us

FO Homepage

We welcome your kind feedbacks, comments and enquiries on the new FIS.



Hotline

3411 5587



Project Mail Box

fosys@hkbu.edu.hk

Address

DLB703, 7/F, David C.Lam Building,
Shaw Campus, Hong Kong Baptist University
34 Renfrew Road,
Kowloon Tong Hong Kong

Appendix – Limit access rights to view staff cost

*New Slide
supplemented on
28 Aug 2020*

- Budget controller can send a written request to Financial Systems Section of FO (fosys@hkbu.edu.hk) to limit the access rights for a staff or delegate to financial reports without staff costs.
- A non-staff cost access rights will be assigned for such staff or delegate under Oracle responsibility name of Financial Reports / Inquiry (exclude SC). A remark will be stated under simplified I/E report to remind users for exclusion of staff cost deduction for the financial position.