



ក្រុមប្រឹក្សាសុខុមាលភាពខ្មែរ-អូស្ត្រាលីនៃរដ្ឋញូវសៅវែល សាធិវកម្ម
CAMBODIAN-AUSTRALIAN WELFARE COUNCIL OF NSW INC.

2016

ANNUAL REPORT

Presented at the
20th Annual General Meeting
21 Dec 2016



ក្រុមប្រឹក្សាសុខុមាលភាពខ្មែរ-អូស្ត្រាលីនៃរដ្ឋញូវសៅវែល សាធិវកម្ម
CAMBODIAN-AUSTRALIAN WELFARE COUNCIL OF NSW INC.

Registered: Y 2464910

ABN: 324 053 098 79

Seizing our future



www.cambodianwelfare.org.au

211 Humphries Road
BONNYRIGG NSW 2177

PO Box 137, Canley Heights NSW 2166
Phone: 8786 2581, Email: cawcnsw@cambodianwelfare.org.au

CONTENTS

	Page
ORGANISATIONAL OBJECTIVES AND STRATEGIES FOR MOVING FORWARD	1
BOARD OF DIRECTORS AND STAFF MEMBERS	2
19TH ANNUAL GENERAL MEETING MINUTES	3-4
MESSAGE FROM THE PRESIDENT	5-8
REPORT FOR DIRECTOR OF HUMAN RESOURCES	9
REPORT FOR DIRECTOR OF FINANCE	10
OFFICE COORDINATOR REPORT	11-14
CAMBODIAN OLDER PEOPLE SUPPORT PROGRAM	15-16
MARS REPORT	17-18
ELDERLY DAY CARE PROJECT	19-20
FUTURE ABILITY (NDIS)	21-22
BOARD OF DIRECTORS STATEMENT	24
AUDIT REPORT	25-34
ACKNOWLEDGEMENTS	35
FUNDING BODIES, SPONSOR AND PARTNER	36

Our purpose:

For people from the Cambodian community living in NSW to be connected to each other and be part of the broader community

Our Focus:

To provide information and support services to people from the Cambodian community.

Our Values:

Respect: We listen to people and respect differences and similarities

People centred: We put people at the centre of everything we do

Trust: We are honest and we maintain confidentiality

Learning: We continue to learn and grow

Our Vision:

People from the Cambodian community living in NSW are part of and welcomed to a harmonious, diverse Australian society.

Our Objectives:

1. To promote the benefit of Khmer residents in Australia without discrimination by gender or political, social, religious or other opinions.
2. Provide services and supports to improve the quality of life of people from the Cambodian community living in NSW.
3. Create opportunities for people from the Cambodian community living in NSW to connect with and better understand people from other communities living in NSW.
4. Promote harmony and respect for our similarities and differences within our own community and the wider Australian community.
5. Be a point of connection for workers from the Cambodian community and those working with people from the Cambodian Community to share experiences, information and exchange ideas and knowledge on issues affecting people from the Cambodian community.
6. Represent the interests and views of the members.
7. Preserve and promote Cambodian culture.

We aim to:

1. Provide people from the Cambodian community with relevant and accurate information.
2. Assist people from the Cambodian community to access services in the wider community that are culturally, linguistically and religiously competent to their needs.
3. Work with government and non-government agencies to improve the provision of culturally, linguistically and religiously competent services
4. Provide efficient, culturally, linguistically and religiously sensitive services to people from the Cambodian community
5. Support leaders within our community
6. Seek opportunities to grow our organization and make it stronger

Board of Directors

2014/2015

Ravy Heng
President

Nola Randall-Mohk
Director of Human Resources
and Public Officer

Lachlan Erskine
Director of Finance

Vacancy
Director of Public Relations

Tek Heang Ya
Assistant Director of Public Relations

Vacancy
Deputy Director of Community Relations

Vacancy
Assistant Director of Finance

Sorathy Michell
General Member

Sarithya Tuy
General Member

2015/2016

Ravy Heng
President

Nola Randall-Mohk
Director of Human Resources
and Public Officer

Lachlan Erskine
Director of Finance

Vacancy
Director of Public Relations

Tek Heang Ya
Assistant Director of Public Relations

Vacancy
Deputy Director of Community Relations

Vacancy
Assistant Director of Finance

Sorathy Michell
General Member

Sarithya Tuy
General Member

Staff Members

Name

Position

Thin Em

Officer and Office Coordinator and Dementia Project Office , iPad Class for Carer and Parenting Sup Play Group

Omethip Phommachanh

SWS MARS Link Worker

Soratana Ang

Happy Healthy Cambodian Families Project Officer

Y Huong Kov

Project Officer, Elderly Day Care Program

Ny Seng

Project Officer, Elderly Day Care Program and Cambodian Senior Support Program Officer

Sok Chin Chhai

Child Minder

Sondary Hy

Child Minder

Sok Im Chhai

Child Minder

Lay Seng

SWS MARS Link Worker

**MINUTES OF AGM
CAMBODIAN AUSTRALIAN WELFARE COUNCIL
16 December 2015**

Present and apologies: please find attached name list at the back of the book

Welcome speech MC and introduction

Tek Heang Ya began the meeting by calling for renewal and registrations of memberships. There was general discussion about the reason we hold an AGM and the process of annual meetings and presenting of financial reports.

Introduction of CAWC project workers and their project

Tek Heang also introduced members to each other and also introduced the staff and management. If we don't follow the process, we are not able to ask for funds and be able to help the people in the community.

Acceptance of last AGM's minutes

Acceptance of the previous minutes was moved by Ravy and seconded by Thin.

Presentation of this year's annual report by Ravy Heng

Ravy talked about the funding for last year which included funding for the Monday and Wednesday aged care groups, the elderly, the tutoring and helping children

The funding we have usually received has not been extended for some of our projects. Virack has not been funded further and he is now not working for CAWC.

We continue to look for ways to find funding to help the Khmer in Sydney. We have to pay for many things to run groups. We have to pay for insurance so that we can have groups and this is critical to having groups.

With our aged care groups, we have 80 people registered and have 60 people on the waiting list. Who is accepted depends on the interview by the funder.

Thin gave a report for his project which has now been defunded.

Ny talked about her role in the aged care group and the work that she does. She is responsible on Mondays for the group.

Y Hourng talked about her work with the aged care group and she is responsible on Wednesdays.

Thanks and acknowledgement was given to the volunteers, especially

Sok Chin and Sok Im. Please thank everyone by clapping.

Today is the last day for the group to meet here. Next week is an outing and we come back on 22 January 2016.

Motion to accept the financial report

Lachlan sent apologies because he's working in school and couldn't leave work. Ravy talk about the general financial situation. She talked about the books being audited and how we have to follow the rules. They wouldn't sign it off to send to the government if it was not correct. The auditor signed that our finances are correct.

We are always in the process of asking for more funds.

Por Heang gave a report on behalf of Lachlan. We have to present our finances every year. We have a statement we need to provide to the government about our finances. We have to do this every year. Once we have prepared our books, we have to send them to an auditor and he signs off that we have managed our finances according to the law. Our auditor is Narin Pech. He has looked at our books and he has written that we have done everything according to the law and he has signed it off accordingly.

Motion to accept the financial report moved by Chan Vann and seconded by Sambath.

Motion to adopt the annual report

Motion to accept the annual report moved by Por Heang and seconded by Nola

Motion to lodge the financial reports with the Office of Fair Trading

Motion to accept the financial report to fair trading Tek Heang and seconded by Ravy

Vote of thanks

Ravy thanked everyone for joining our meeting and wished everyone a healthy time in the future.

AGM closed at 12 noon

AGM 2015



Message from the President

I am very pleased to present to members of the Cambodian Australian Welfare Council of New South Wales Inc. the Annual Report for 2016.

It has been another busy year for CAWC. Our existing long and short term projects, which include Partners Program HACC Project, Alzheimer Australia on Dementia program, new partnership with Multicultural Access and Referral Service (MAP) for disabilities and Frilled Ages program for Khmer and Lao communities to deliver expected outcomes for both communities and their respective funding bodies.

CAWC has also taken a decisive and well-considered step to employ a worker to review CAWC Policy and Procedure this year, feasibility study with the objective to find a new avenue to sustain its service provision to the Cambodian community in NSW.

In addition, CAWC has received grants from different agencies to run new projects for the community, marking yet another productive and successful year for CAWC.

These new projects are:

- Parenting Support Play Group funded by Triglav-Mounties Group for \$14,210 through ClubGRANTS
- iPad Class Training for Cambodian Carers Project funded by Cabra-Vale Diggers for \$13,804.

These projects are already currently running at full capacity. We are also working with National Disability Insurance Scheme (NDIS) to attract their funding for 2017.

In 2015-16 CAWC conducted some activities that produced an outstanding result for the community. These starting from Dementia program that assisted many numbers of clients and their families, multicultural access referral program for Khmer and Lao worker that attracted many clients, water exercise classed 4 term per year for aged group, weekly gentle exercise classes for elderly group at Day Care Centre.

Since 2015, CAWC is managing two Elderly Day Care program which accommodating more than 80 participants in both Centre, Cabramatta and Bonnyrigg Heights, and as yet we still have a long waiting list to be accommodated. This credit is to our two skilful staffs, Yyoung and NY Seng and her volunteer team which they deserved for their excellence performance.

Finally, on behalf of CAWC's management I would like to thank our partners and community members for their ongoing support and cooperation, I like to thank our staff for their hard work, I also thank to Thin Em for doing such an excellent job both as a Project Worker and as Centre Coordinator. I also thank to our bookkeeper/accountant, Max Morgan for his dedication in keeping CAWC's budget in a good shape.

My last and very special thanks go to my current absolutely professional and dedicated management team. It has been an honour to be given an opportunity to lead this team for 4 years. I look forward to continuing working with them in a different capacity in the coming year.

Ravy Heng, President



Mouties Group are proud to be supporting

Cambodian Australian Welfare Council of NSW INC

for

Cambodian Parenting Support Play Group

to the value of

\$14,210.00


Greg Pickering

CEO – Mouties Group



Kevin Ingram

President - Mouties Group

This year CAWC is proudly Supported and accepted Students Work Placement from Western Sydney University for their student to again community work experiences and office skills and it was supervised successfully by Office Coordinator Mr. Thin Em

WESTERN SYDNEY
UNIVERSITY




Certificate of Appreciation

This certificate is awarded to

Thin Em

**In Recognition of the Valuable Contribution made to the
Western Sydney University
2016 Community Welfare
Field Education Program**



Vicky Ganas
Social Work Field Education Coordinator
School of Social Sciences and Psychology
Western Sydney University



Cambodian Australian Welfare Council of NSW Inc

Best Practice Certification Pty Ltd has assessed the above company as complying with the following verification requirements at the address shown.

Standard: NSW Disability Services Standards - Third Party Verification

Scope of Certification: The provision of social support, Household tasks, Personal Care, welfare and social community projects, cultural and educational forums, planning and coordination of supports and advocacy for people with a disability.

Address: 211 Humphries Road
Bonnyrigg NSW 2177
Australia

Issue Date: 22/11/2016

Client Number: 3171

CERTIFICATION APPROVED:

Kobi Simmat
Managing Director
Best Practice Certification Pty Ltd

a» Suite 211, Lifestyle Working Centre
117 Old Pittwater Road
Brookvale NSW 2100
p» 1300 402 602
w» bestpracticecertification.com.au

* Subject to regular surveillance audits



Report for Directorate of Human Resources

Every year is a busy year for CAWC and again this has been true. The main funding we have received for many years was discontinued by the Federal Government, along with many other organisations. We lost our two main full-time positions and have had to put in submissions for smaller grants which have been approved and funding has continued to the organisation! But at a much lesser rate! Much of our funding relates to health and staff have been busy working with different groups especially the aged groups to keep them informed and involved. All staff have been busy and our groups of clients have continued in the community.

Despite various cuts, the elderly program continued growing and we have various mental health assistance support part-time as well, funded by the health department.

This year we were again funded for a tutorial program and primary students from 3 - 6 come each Saturday to our offices. However, we lost this funding in August and so have had to close this assistance program which was very sad. Students living in homes where parents don't speak English well need the support, so this was a loss to the community.

I thank **Thin** for his continued coordination of the CAWC office during this year again. This arrangement continues to work well and saves a lot of additional time and communication which is better handled locally. It is also great to have Thin's computer skills to save many days when things go wrong!!

I thank **all the staff** for their hard work running groups, on submissions and the various links to the community which they work so hard to maintain. The profile of the organisation is better known as we have put the logo out there on as many things as possible so that they can associate us with the various projects we do.

There is not funding for some of the things that we do and we have been filling a lot of forms for centrelink, and other government forms that need to be filled for people who cannot do so. This all takes time and has been done in a steady stream of requests. We also offer information to many people who call or drop in to find out how to do things and where to go to do so.

This year we took on a project to become accredited for disability and I would particularly like to thank Sarithya and Setha for their hard work on making it happen. We are not accredited!

Membership

With the memberships extending to include the client groups we service, it was good to see the memberships increase to about 80 people. This year, we have had a hard-working team and once again, I would like to thank all staff for the superb job they have done to keep operations going through some difficult times this year!

This year, we have had a hard-working team and once again, I would like to thank all staff for the superb job they have done to keep operations going through some difficult times this year!

Report for Director of Finance

This has been another successful year for CAWC which continues to provide effective programs and support for the community.

This year CAWC has engaged with the NDIS which will provide opportunities in the future years.

The finances are in order. Many thanks to the continued work of Max Morgan with CAWC's finances. His expertise and professionalism have been invaluable for many years. Also, thanks to Thin Em for his continued assistance with financial tasks.

Promote the Dementia Awareness for Wednesday Cambodian Elderly Day Care Group at Anglicare Cabramatta



Office Coordinator and Project Officer Report

It has been more than 10 years now that I have worked for Cambodian-Australian Welfare Council of NSW INC. All those years there were mixed experiences of higher and low moments. We all are depending on the funding from different sources of government and non government agencies, some funding were recurring year after year for a number of years and other just for 12 months, we had accepted brokerage program from different agencies including Cabramatta Anglicare to run iPad Class in 2015 and 2016 for about 40 weeks and I thanks them for that and especially **Kek Tai** Senior Program Manager and **Dung Vu** Respite Project Coordinator for fund us the money to help Cambodian carers.

CAWC is still strong and resilient, even though we are facing uncertain future of the funding cut, CAWC's management committee members have had put strategic plan in place in order to keep the organisation staying afloat for as long as we possibly can.

CAWC even tried to established Social Enterprise for Community Transport Service, but we were facing some challenges, so we put it on hold for a while.

My roll as a Office Coordinator is to look after CAWC's Centre on a regular basis including petty cash, convene the meetings, computer and printing network management, updating our website, correspondents, funding submission, assisting all staff when needed, organise AGM and other events etc. This year I have managed to put 5 funding applications including:

1. **iPad Class for Cambodian Carers, successful and thanks for Cambodian Buddhist Society and Cambodian Culture Association for providing me a support letter. Special thanks to Cabra-Vale Diggers for funding us.**
2. **Cambodian Parenting Support Play Group, successful and thanks Uniting Care Burnside for their support and working in partnership and also special thanks to Mounties Group for giving us the money the run this wonderful project as well.**
3. **Basic Computer Class for Cambodian Volunteers Project, unsuccessful, I will reapply next year**
4. **Healthy Body Healthy Mind for Cambodian Senior Support Project , unsuccessful, I will reapply next year.**
5. **Cambodian Children at Risk Support Project, and also unsuccessful, but will reapply next year**

My additional rolls are also including teaching iPad Class, Parenting Support Play Group and Dementia Link Worker Project Officer. I was starting this work from beginning of 2016. It has been funded by Alzheimer's Australia for one day a week to provide direct support and information about dementia for Cambodian community, its aims are to increasing the awareness about the disease. In 2013, dementia became Australia's second leading cause of death, overtaking cerebrovascular diseases (strokes) for the first time. We are focusing on 3 different type of activities including Direct Service, where we support to registered clients, Dementia Awareness where we provide information about dementia and Service promotion where we promote our services to individual or Service Providers with the aim of increasing referral to our services and gaining more clients.

Project officer have been delivered four promotional activities including Dementia Awareness for Cambodian community, there were approximately 200 people participated in those events We have been identify about 30 potential clients who getting early sign of dementia who of which including behaviour changed, forgetfulness and problem with balancing when they walk.

Staying Connected, Presented by Michelle Basic, Alzheimer's Australia



iPad Class 2015 at Cabramatta Anglicare, funded by Cabramatta Anglicare



iPad Class 2016 at CAWC Bonnyrigg, funded by Cabra-Vale Diggers



Parenting Support Play Group in Partnership with Uniting Care Burnside Funded by Mounties Group.



Cambodian Children Support Program was ended in July 2016, it had been running for 5 consecutive years with different funding bodies through ClubGrants





Cambodian Senior Support Project

Cambodian Senior Support Project has been ended in July 2016, after a few years successful program which was funded by Mekong/Mounties Group.

The project also provided with two terms of aquatic exercise one at Fairfield Leisure Centre and one at Cabravale Leisure Centre. Participants were doing exercise in the water with the proper instructor. With the Aquatic participants gain the benefit of strengthening their body muscle, body flexibility, maintaining their weight and lowering their stress thus lowering their blood pressure.

The project has organised educational outing activities with the latest one to Woy Woy with 50 people attended. Participants have opportunity to explore and enjoy the beautiful fresh air and did Thai chi under the big shaded tree as well as had picnic lunch together.

I have no doubt that the project has improved the participants' self-confident and their mental and physical health. It also encourages them to access local facilities and engage with other projects. It also increases their knowledge about services available in the community for their aged group as well as their access to services. The project provides ample opportunities for participants to build up their social network and reduce their social isolation and be active as the word always said move it or lose it.

Aqua Class at Fairfield Leisure Centre





Soratana Ung, Cambodian Senior Support Project Officer.

SWS MARS Link Worker Laos

This position is contracted by The Multicultural Network for the SWS Multicultural Access & Referral Service, and funded by Commonwealth Home Support Program (CHSP) and NSW Community Care Support Program (CCSP), Ageing, Disability & Home Care, Family & Community Services.

I started this job in May 2016, at CAWC (211 Humphries Rd, Bonnyrigg NSW 2177).

My main tasks are to:

- Provide information about My Aged Care (MAC), CHSP/CCSP and related services to frail aged (people who are 65 years old and over), and NDIS (National Disability Insurance Scheme) to younger people with a disability and their carers from **Lao community** living in the Bankstown, Fairfield and Liverpool LGAs.
- Assist clients to find the Ageing and Disability Services that are suitable to their needs, and to ensure that the clients have the right to services which meet their cultural and language needs as well.
- Follow up with clients and support them to settle in to services.
- The first MAC information session was presented to Lao community, in August 2016, at Lao Community Advancement NSW Co-op Ltd (LCAC). The presentation was well received by the group. Below show some photos of the MAC Presentation.



SWS MARS Link Worker Khmer

It has been my pride to work for CAWC in the Multicultural Access and Referral Service (MARS) Project for about 9 months. This project is funded by the Multicultural Network.

I have worked in partnership with the Elderly Day Care Project and Dementia Link project. I have used the SBS radio to promote an awareness of NDIS service, and organized information sessions on My Aged Care and NDIS programs for clients and carers. In addition, we have held follow-up sessions of the programs in order for further increase a better understanding of local service providers that can provide support and assistance for them. I have gathered 30 people with disabilities and carers to attend the NDIS workshop at RSL Fairfield, and 46 aged people to attend the My Aged Care workshop at Cabramatta Anglicare.

To support and assist clients, I normally ring clients and carers for follow-up and also home visits. I successfully resolved an issue for a frail aged client who was homeless, and now she lives in a public housing. Moreover, I have contacted with MAC and NDIS centre to help clients with application and registration. Moreover, I have linked to Department of Public Housing, Women's Housing Company, Catholic Care, Anglicare, CORES and Community Transport.

The aim of the MARS Project is to inform people in Cambodian community who are over 65 years of age to access to My Aged Care Program, and who are under 65 of age with disabilities to access to NDIS program. I have served the target groups who live in the LGAs: Bankstown, Liverpool & Fairfield.

The following some activities that undertaken and some achievements:

- worked in partnership with our CAWC Coordinator, Thin Em – Dementia Project Officer
- Ny Seng and Y Hourng for the Elderly Day Care Project Officers
- Omethip- Loa MARS Link Officer.
- have worked closely to organize MAC and NDIS workshops to promote awareness of aged and disability services.

support frail aged and people with disabilities with homelessness, home modification, home change, respite care, form filling and home visits.

I wish will continue to work this project to provide more supports and assistances to meet our clients' needs.



Annual Elderly Day Care Project Report 2016

It has been our pleasure to work with CAWC in the Elderly Day Care Project for many years. We have 59 elderly persons in our Wednesday Group and 43 in Monday weekly lists. In addition, there are about 40 people on our waiting list. We meet every Monday and Wednesday on a regular basis. We have two staff (Hourng Kov & Ny Seng) who run the weekly program, and we also have two extra helpers (Sok Chin & Sok Im) and three volunteers, Nara Cheen, Siv Teang and Ly Heang.

The aim of the Day Care Program is to bring our community together, and also for the wellbeing of our senior people for they are at home by themselves when their children go to work. And some of the elderly people may not have their family with them in Australia. For instance, we have some elderly persons who may have some health issues which they find it very hard to go out and socialise with other people within the community. Now that they are coming to our Day Care Group on a weekly basis, they can socialise with their peers as well as going outing once a month. Therefore, they are now much happier than before joining the group ; because they have extra supports within the group, in addition to the family supports. Moreover, it is very important that they come together as a group not only to receive information about different services but also to break down isolation and make themselves feel connected to the community, and building consolidation among the group such as helping each other in serving food, toileting and transporting and so on.

For this reason, we would like to take this opportunity to thank the Multicultural Respite Network from Australia Unity Home Care Service of NSW for providing funding for this Day Care Project and our Supervisor Nola, CAWC Management Board Staff Ravy Heng & others, volunteers and our elderly people for their contributions and supports.

The following are some activities undertaken and our achievements:

We worked in partnership with our CAWC staff,

- Dementia Project Officer, Thin Em
- Multicultural Access Regional services Project Officer, Lay Seng
- Exercise Program Officer, Soratana Ung who has worked closely with the instructor Mr Lam Volunteers including Joshi Nagatsuka helping with general tasks such as taking photos and teaching the elderly how to do gentle exercise, So Lida helping with craft activities, Nara, Ly Heang and Tieng helping with general tasks such as cooking and washing up.

We are also worked closely with other service providers such as Health Care Professional, Health Promotion for older people, Catholic Respite Care, Anglicare Respite Service, Dementia Advisory Service, Australia Unity Home Care Service; Fairfield Multicultural Health Service & Fairfield Hospital Rehabilitation Centre doing the Step on Program with our Monday Group, Liverpool Hospital, and other stakeholders to run information sessions and Program Activities.

We had a combined Carer Week Party and New Year Celebration which organised by the Dementia Project Officer & Day Care Staff and Volunteers. And in October, we had Khmer Singers from Cambodia to entertain us with music and dancing. We also had an information session about Preparing for the Future by Mr Phung Yip, Memorial Consultant.

In addition to the above program, we have other activities such as Teaching English, Craft, Memory Games, News Reading, Story Telling and Gentle Exercises which run by Staff, Volunteers and Instructors. The reason for these activities is to promote health and wellbeing of our elderly people, carers and their family members in relation to health issues in the

community. Socialisation includes outings to different beaches and picnic areas, clubs, parks and Christmas parties and playing games at the Centre. For these social activities, the elderly enjoy meeting together in order to chat, laugh and relax.

Finally, our Day Care Program finishes on the 21st of December 2016 and opens again on the 23rd of January 2017. On this day, we will be discussing more of what the elderly people wanting to know and do for the year.

Khmer New Year Carers Luncheon 2016 was supported by Cabramatta Anglicare, held at Wednesday Elderly Day Care venue.



Pchum Ben Celebration for 2016



Elderly Day Care Project Officers, Y Hourng Kov & Ny Seng

- Project Name:** FutureAbility - Multicultural Communities Getting National Disability Insurance Scheme (NDIS) Ready Business Development Initiatives for CALD Organisations in NSW.
- Funded by:** ADHC through Settlement Services International (SSI)
- Funding Amount:** \$30,000.00 (Thirty Thousand Dollars)
- Commencement date:** 9th May 2016
- Completion date:** 30th November 2016

Project Summary

The purpose of the project is to assist CAWC, as one of CALD organisations in NSW, to be prepared to enter and transition to the *National Disability Insurance Scheme (NDIS)*.

The main activities are:

- Engaged a consultant to work with the board, staff and volunteers to develop a Strategic and Business Plan on NDIS readiness.
- Engaged a consultant to work with the board to undertake Disability Services Standards Gap Analysis.
- Engaged a recognised Third Party Verification (TPV) Agency to conduct Disability Services Standard Third Party Verification.
- Engaged a Project Coordinator to: (1) manage the project and (2) carry out the required tasks identified in the Gap Analysis Report for TPV audits.
- Subscriptions:
 - Annual Financial software (MYOB cloud) subscribed
 - 3 years of NBS NGO Management Service Online (MSO) subscribed

Deliverables:

- ✓ Disability Service Standards (DSS) Gap Analysis Report developed
- ✓ Strategic and Business Plan developed
- ✓ DSS Compliance Policy and Service Manual Developed
- ✓ Project and Financial Management tools subscribed
- ✓ CAWC is certified "***NSW Disability Services Standards***". Refer to Statement of Certification

Next Steps:

- ✦ To become a member of *National Disability Services (NDS)*
- ✦ Implement the Strategic and Business Plan in order to enter NDIS



Cambodian Australian Welfare Council of NSW Inc

Best Practice Certification Pty Ltd has assessed the above company as complying with the following verification requirements at the address shown.

Standard: NSW Disability Services Standards - Third Party Verification

Scope of Certification: The provision of social support, Household tasks, Personal Care, welfare and social community projects, cultural and educational forums, planning and coordination of supports and advocacy for people with a disability.

Address: 211 Humphries Road
Bonnyrigg NSW 2177
Australia

Issue Date: 22/11/2016

Client Number: 3171

CERTIFICATION APPROVED:

A handwritten signature in black ink, appearing to read "Kobi Simmat", with a horizontal line underneath.

Kobi Simmat
Managing Director
Best Practice Certification Pty Ltd

a» Suite 211, Lifestyle Working Centre
117 Old Pittwater Road
Brookvale NSW 2100
p» 1300 402 602
w» bestpracticecertification.com.au

* Subject to regular surveillance audits



Board of Directors Statement

In the opinion of the Board of Directors of the Cambodian Australian Welfare Council of NSW Incorporated:

- a. the accompanying Income and Expenditure statements are prepared in accordance with the constitution of the Cambodian Australian Welfare Council of NSW Incorporated so as to give a true and fair view of the organisation's performance in the year ending 30th June 2015;
- b. as of the date of this statement there are reasonable grounds to believe that the Cambodian Australian Welfare Council of NSW Incorporated will be able to pay its debts as when they fall due.

Ravy Heng
President

Lachlan Erskine
Director of Finance

Signed on 21/12/2016
at Bonnyrigg, New South Wales in accordance with a resolution of the Board of Directors

Audit Report
And
Financial Statements

Narin Pech C.P.A.
39 Clifton St
Blacktown NSW 2148
Mobile 0426 981 288

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
CAMBODIAN-AUSTRALIAN WELFARE COUNCIL OF NSW INC
FOR YEAR ENDED 30 JUNE 2016**

SCOPE

I have audited the financial statements of Cambodian-Australian Welfare Council of NSW Inc for the financial year ended 30 June, 2016 consisting of Income & Expenditure Statement, Balance Sheet and accompanying notes.

The Management Committee is responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of these financial statements in order to express an opinion on them to members and other users.

The financial statements have been prepared for distribution to the members and for the purpose of fulfilling the requirements of the Associations Incorporation Act of New South Wales and the Charitable Fundraising Act 1991 (NSW).

The audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of any material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material aspects, the financial statements are presented fairly in accordance with Australian accounting concepts and standards and statutory requirements so as to present a view which is consistent with my understanding of the financial position and results of operations.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

In my opinion, the financial statements of the above organisation are properly drawn up:

1. giving a true and fair view of the state of affairs of the organisation as at 30 June 2016 and of their results for the financial year ended on that date.
2. in accordance with Statement of Accounting Concepts and Applicable Standards and Regulations.
3. confirming that funds raised from donations and fundraising appeals conducted during the period under review or funds carried over from previous years have been correctly applied.
4. the organisation is a reporting entity under AASB 1025
5. the organisation has sufficient reserves to fund its current level of operations.



Narin Pech
Certified Practising Accountant
Registration No. 1282673

Dated: 12/12/2016

CAMBODIAN-AUSTRALIAN WELFARE COUNCIL OF NSW
NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR YEAR ENDED 30 JUNE 2016

STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Acts of New South Wales. It has been determined that the Organisation is a reporting entity under AASB 1025.

The statements have been prepared in accordance with the requirements of the Associations Incorporations Acts of New South Wales and the following Australian Accounting Standards and other mandatory professional reporting requirements:

AAS 1 Profit and Loss or Other Operating Statements

AAS 3 Accounting for Income Tax

AAS 5 Materiality

AAS 8 Events Occurring After Reporting Date

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of these financial statements.

(a) Property, Plant and Equipment

Fixed assets are brought into account at cost. The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the Organisation commencing from the time the asset is held ready for use.

(b) Employee Benefits

Provision is made for any liability for annual leave and long service leave at balance date. Long service leave is accrued in respect of all employees with more than 10 years service and on a pro-rata basis for those who have completed 5 years service and are forced to leave employment under special circumstances. There are no current employees who qualify for long service leave. Contributions are made on behalf of employees to a superannuation fund and are charged as expenses when incurred. There is no other legal obligation to provide benefits to employees on retirement. Funds are set aside in the Balance Sheet under Provisions for Staff Entitlements to cover Maternity Leave and other staff liabilities which may occur in the future.

(c) Income Tax

Cambodian-Australian Welfare Council of NSW Inc is a non-profit

Charitable institution and is therefore exempt from income tax under Sec 23(e) of the Income Tax Assessment Act

- (d) Statement of Income & Expenditure of all Fundraising Appeals
There have been no fund raising appeals conducted during the term of these financial accounts. Similarly there are no funds carried over from previous years.
- (e) Events Subsequent to Balance Sheet Date
There have been no significant events since Balance Sheet date which will effect the position recorded in these accounts

Cambodian-Australian Welfare Council

PO Box 137

CANLEY HEIGHTS NSW 2166

Balance Sheet [Last Year Analysis]

June 2016

	This Year	Last Year
Assets		
Cash on Hand		
Cheque Acct CSSS	\$88.79	\$2,272.55
Cheque Acct- GRANTS	\$26,014.92	\$33,917.56
Chq Acct- CAWC MANAGEMENT	\$43,729.29	\$45,322.60
Cheque Acc-CCP ACCOUNT	\$168.40	\$45,393.89
Petty Cash	\$910.40	\$910.40
Cheque Account - Dementia	\$308.14	\$19,914.76
Total Cash on Hand	\$71,233.94	\$147,731.76
Trade Debtors	\$52,939.26	\$33,831.08
DEPOSITS PAID	\$0.00	\$500.00
Investments		
Fixed Term Deposit- CAWC	\$211,873.50	\$204,977.33
Total Investments	\$211,783.50	\$204,977.33
Other Assets		
Property & Equipment		
Equipment/Furnishings at Cost	\$48,271.79	\$47,389.97
Equipment Accum Deprec	(\$48,060.00)	(\$46,831.00)
Low Value Pool Assets	\$279.02	\$445.02
Total Property & Equipment	\$490.81	\$1,003.99
Total Assets	\$336,433.51	\$388,044.16
Liabilities		
Trade Creditors	\$776.20	\$14,169.43
GST Liability		
GST Collected	\$11,787.68	\$9,486.99
GST Paid	(\$6,838.38)	(\$5,408.34)
Payroll Liabilities		
PAYG Tax Payable	\$2,899.35	\$6,875.35
Superannuation Payable	\$2,365.71	\$5,883.56
Long-Term Liabilities		
Provison Holiday Leave Loading	\$5,065.22	\$5,065.22
Provision for Long Service Lea	\$24,794.92	\$24,794.92
Provision-Staff Entitlements	\$75,172.96	\$75,172.96
Total Liabilities	\$116,023.66	\$136,040.09
Net Assets	\$220,409.85	\$252,004.07
Equity		
Retained Earnings	\$252,004.07	\$247,450.44
Current Earnings	(\$31,594.22)	\$4,553.63
Total Equity	\$220,409.85	\$252,004.07

Cambodian-Australian Welfare Council

PO Box 137

CANLEY HEIGHTS NSW 2166

Profit & Loss [Last Year Analysis]

July 2015 through June 2016

	This Year	Last Year
Income		
Administration Fees	\$380.00	\$27,987.00
Membership	\$93.03	\$59.09
Projects Development Fund	\$83.76	\$181.36
Bank Interest Received	\$6,809.29	\$5,583.25
Donations	\$8,030.00	\$4,628.00
Living in Harmony	\$8,920.00	\$8,965.00
Other Income	\$106,017.34	\$107,307.40
DIAC Funding G1	\$0.00	\$1,447.00
HEALTH & AGEING	\$0.00	\$70,000.00
Dept Family & Community Servic	\$0.00	\$120,630.50
CDSE CHILDRENS SUPPORT PROGRAM	\$21,990.00	\$19,490.00
OLDER PEOPLE SUPPORT Mounties	\$19,665.00	\$18,885.00
Food Handling Grant	\$3,800.00	\$0.00
SSI Funding	\$15,000.00	\$0.00
MARS Project	\$15,457.50	\$0.00
Total Income	\$206,245.92	\$385,163.60
Expenses		
CAWC MANAGEMENT		
Activity Expenses CAWC	\$987.27	\$711.57
Audit Costs CAWC	\$800.00	\$200.00
Bank Fees-CAWC	\$111.99	\$88.63
Day Care Program Expenses	\$20,940.64	\$20,436.80
CARERS PROGRAM	\$1,002.92	\$2,909.79
DEMENTIA COSTS	\$1,382.11	\$200.00
DEPRECIATION	\$1,395.00	\$863.00
ELECTRICITY	\$735.56	\$105.43
Donation	\$0.00	\$100.00
Financial costs CAWC	\$2,420.00	\$1,361.00
Friday Class	\$96.74	\$0.00
Funding & Admin Support	\$0.00	\$2,280.00
Function Costs CAWC	\$550.00	\$3,804.22
Insurances- CAWC	\$2,202.92	\$1,242.93
IPAD Class Expenses	\$2,113.64	\$1,172.76
Living in Harmony	\$8,676.10	\$9,628.10
Office & Stationery-CAWC	\$2,589.95	\$1,193.34
Other Costs- CAWC	\$156.95	\$427.89
Postage	\$30.00	\$0.00
Maintenance- CAWC	\$2,138.30	\$337.49
Rent CAWC	\$4,727.48	\$4,680.00
SWS Mars Expenses	\$7,256.42	\$0.00
Telephone Costs- CAWC	\$1,497.31	\$431.04
Travel-CAWC	\$483.60	\$46.46
WORKERS COMPENSATION-CAWC	\$2,859.10	\$968.95
Total CAWC MANAGEMENT	\$65,154.00	\$53,189.40
Grant 1 Expenses (DIAC)		
Bank Fees G1	\$84.00	\$84.08
Total Grant 1 Expenses (DIAC)	\$84.00	\$84.08
G2- Grants Account		
Activity Expenses G2	\$0.00	\$1,707.66
Advertising - G2	\$0.00	\$500.00
G2- Administration Support	\$0.00	\$2,000.00

G2- AUDIT COSTS	\$0.00	\$300.00
G2-Bank Fees	\$143.58	\$227.52
Electricity G2	\$0.00	\$690.90
Financial Costs - G2	\$100.00	\$3,085.00
G2- INSURANCE	\$500.00	\$2,014.27
Other Costs	\$0.00	\$80.00
G2 Stationery & Office	\$0.00	\$1,423.58
G2- Postage	\$0.00	\$113.64
Long Service Leave G2	\$0.00	\$1,000.00
Holiday Leave Loading G2	\$0.00	\$2,800.00
G2 Maintenance	\$0.00	\$1,237.90
G2 RENT	\$0.00	\$2,000.00
G2 PROJECT EVALUATION	\$0.00	\$1,650.00
G2 STAFF DEVELOPMENT	\$0.00	\$600.00
G2 STAFF ENTITLEMENTS	\$0.00	\$2,000.00
G2 Telephone & Internet	\$0.00	\$670.51
G2 Travel Expenses	\$0.00	\$1,103.62
G2 WORKERS COMPENSATION	\$0.00	\$1,999.16
Total G2- Grants Account	\$743.58	\$27,203.76
Community Kitchen Expenses	\$1,862.78	\$0.00
SSI Grant	\$7,062.00	\$0.00
SSI Project Coordinator	\$776.20	\$0.00
Grant 3 AGED CARE PROJECT		
Activity Expenses G3	\$0.00	\$549.27
Audit Costs G3	\$0.00	\$300.00
Bank Fees G 3	\$112.00	\$87.00
Electricity-G3	\$0.00	\$815.56
Financial Costs G3	\$100.00	\$2,360.00
Information Sessions/Training	\$0.00	\$348.82
Office & Stationery G3	\$0.00	\$883.50
Postage _G3	\$0.00	\$95.11
Long Serv Leave G3	\$0.00	\$1,060.00
Holiday Leave & HLL G3	\$0.00	\$1,812.00
Maintenance-G3	\$0.00	\$907.06
Rent - G3	\$0.00	\$1,000.00
G3 -RESOURCE DEVELOPMENT	\$0.00	\$1,000.00
STAFF DEVELOPMENT G3	\$0.00	\$500.00
Telephone & Internet G3	\$0.00	\$567.27
Training G3	\$0.00	\$162.73
Travel G3	\$0.00	\$503.31
Workers Compensation - G3	\$0.00	\$2,018.18
ALZHEIMERS EXPENSES	\$1,673.69	\$396.05
Total Grant 3 AGED CARE PROJECT	\$1,885.69	\$15,365.86
G4 COMPUTER TRAINING		
Office & Stationery G4	\$20.00	\$0.00
G4 Maintenance	\$20.00	\$0.00
Other Costs G4	\$53.54	\$0.00
Total G4 COMPUTER TRAINING	\$93.54	\$0.00
Grant 5 CHILDREN'S SUPPORT		
Activity Expense G5	\$854.54	\$619.35
AUDIT COSTS G5	\$50.00	\$100.00
G5 Electricity	\$75.00	\$130.19
Financial Costs G5	\$300.00	\$635.00
INSURANCE G5	\$500.00	\$530.85
Office & Stationery G5	\$607.00	\$572.23
Postage G5	\$20.00	\$57.81
G5 Printing & Photocopying	\$0.00	\$950.00
HLL G5	\$0.00	\$240.00
G5 Maintenance	\$720.00	\$600.00
RENT - G5	\$0.00	\$1,000.00
STAFF ENTITLMENTS PROV G5	\$0.00	\$240.00
G5 TELEPHONE & INTERNET	\$240.00	\$184.35

Workers Compensation- G5	\$561.82	\$570.00
Total Grant 5 CHILDREN'S SUPPORT	\$3,928.36	\$6,429.78
G6- OLDER PEOPLES SUPPORT		
Activity Expenses G6	\$1,157.26	\$777.75
AUDIT COSTS G6	\$50.00	\$50.00
ELECTRICITY-G6	\$75.00	\$25.00
EXCURSIONS	\$3,054.54	\$1,227.27
Facilitator Expenses	\$0.00	\$919.80
Financial Costs G6	\$300.00	\$555.00
INSURANCE G6	\$500.00	\$503.57
Instructor Fees	\$1,500.00	\$4,054.09
Office & Stationery- G6	\$555.03	\$401.65
Printing & Photocopying	\$0.00	\$130.00
Postage - G6	\$20.00	\$38.82
G6- Maintenance	\$380.00	\$0.00
G6- Rent	\$0.00	\$2,300.00
G6 Staff Amenities	\$0.00	\$150.00
G6-Telephone & Internet	\$240.00	\$257.80
Venue Hire	\$2,763.64	\$0.00
Workers Compensation- G6	\$240.00	\$237.66
Total G6- OLDER PEOPLES SUPPORT	\$10,835.47	\$11,628.41
Grant 8 Parenting Suppor Group		
G8 Bank Fees	\$102.00	\$87.00
Total Grant 8 Parenting Suppor Group	\$102.00	\$87.00
WAGES EXPENSES		
Wages & Salaries	\$133,520.19	\$244,070.00
Superannuation	\$11,792.33	\$22,551.68
Total WAGES EXPENSES	\$145,312.52	\$266,621.68
Total Expenses	\$237,826.14	\$380,609.97
Net Profit/(Loss)	(\$31,594.22)	\$4,553.63

BREAK UP OF GRANTS EXPENDITURE FOR YEAR ENDING 30/6/16

EXPENDITURE ITEMS	CAWC	GRANT 1	GRANTS A/C	GRANT 3	GRANT 4	GRANT 5	GRANT 6	GRANT 8	TOTAL
SALARIES			Figures included as a total cost						\$ 133,520.19
SUPERANNUATION			Figures included as a total cost						\$ 11,792.33
ACTIVITY EXPENSES	\$ 987.27					\$ 854.54	\$ 1,157.26		\$ 2,999.07
ADMIN SUPPORT									\$ -
ADVERTISING									\$ -
AUDIT COSTS	\$ 800.00					\$ 50.00	\$ 50.00	\$ 102.00	\$ 900.00
BANK FEE	\$ 111.99	\$ 84.00	\$ 143.58	\$ 112.00					\$ 553.57
DAY CARE PROGRAM	\$ 20,940.64								\$ 20,940.64
CARER'S PROGRAM	\$ 1,002.92								\$ 1,002.92
COMMUNITY KITCHENS									\$ 1,862.78
ALZHEIMERS COSTS	\$ 1,382.11		\$ 1,862.78	\$ 1,673.69					\$ 3,055.80
DEPRECIATION	\$ 1,395.00								\$ 1,395.00
DONATIONS									\$ -
ELECTRICITY	\$ 735.56					\$ 75.00	\$ 75.00		\$ 885.56
EXCURSIONS							\$ 3,054.54		\$ 3,054.54
FACILITATOR EXPENSES									\$ -
FINANCIAL COSTS	\$ 2,420.00		\$ 100.00	\$ 100.00		\$ 300.00	\$ 300.00		\$ 3,220.00
FRIDAY CLASS	\$ 96.74								\$ 96.74
FUNDING & ADMIN COSTS	\$ 560.00								\$ -
FUNCTION COST									\$ 550.00
INFOTRAINING SESSIONS									\$ -
INSURANCE	\$ 2,202.92		\$ 500.00			\$ 500.00	\$ 500.00		\$ 3,702.92
INSTRUCTOR FEES							\$ 1,500.00		\$ 1,500.00
IPAD CLASS	\$ 2,113.64								\$ 2,113.64
LIVING IN HARMONY	\$ 8,676.10								\$ 8,676.10
MAINTENANCE	\$ 2,138.30				\$ 20.00	\$ 720.00	\$ 380.00		\$ 3,258.30
OFFICE SUPPLIES	\$ 2,589.95				\$ 20.00	\$ 607.00	\$ 555.03		\$ 3,771.98
OTHER EXPENSES	\$ 156.95			\$ 53.54					\$ 210.49
POSTAGE	\$ 30.00					\$ 20.00	\$ 20.00		\$ 70.00
PROJECT EVALUATION									\$ -
PRINTING EXPENSES									\$ -
RENT & VENUE HIRE	\$ 4,727.48						\$ 2,763.64		\$ 7,491.12
RESOURCE DEVELOPMENT									\$ -
SSI GRANT			\$ 7,838.20						\$ 7,838.20
STAFF DEVELOPMENT									\$ -
STAFF AMENITIES									\$ -
SWS MARS	\$ 7,256.42								\$ 7,256.42
TELEPHONE/INTERNET	\$ 1,497.31					\$ 240.00	\$ 240.00		\$ 1,977.31
TRAINING COSTS									\$ -
TRAVEL	\$ 483.60								\$ 483.60
WORKERS COMP	\$ 2,859.10					\$ 561.82	\$ 240.00		\$ 3,660.92
	\$ 65,154.00	\$ 84.00	\$ 10,444.56	\$ 1,885.69	\$ 93.54	\$ 3,928.36	\$ 10,835.47	\$ 102.00	\$ 237,840.14

RS

Acknowledgements

The Cambodian-Australian Welfare Council of NSW Inc. would like to express thanks to the following groups and individuals who have given us tremendous support and encouragement in the past year.

Board of Directors

Ravy Heng - President
Tek Heang Ya – Director of Community Relations
Nola Randall Mohk – Director of Human Resources
Lachlan Erskine – Director of Finance
Sarithya Tue – General Member
Sorathy Michell – General Member

Staff Members

Thin Em – Officer Coordinator, Dementia Link Worker, Ipad Class for Carers
Soratana Ung – Cambodian Older People Support Program
Y Hourng Kov – Project Officer, Elderly Day Care Project
Sondary Hy – Casual Child Minder
Sok Im Chhai – Casual Child Minder
Sok Chin Chhai – Casual Child Minder
Seng Ny – Day Care Support Worker
Lay Seng- MARS
Omethip Phommachanh-MARS

Volunteers

Chea Pech – Office Assistant
Vuthear Chet-Office Assitant
Nara Cheen – Elderly Day Care
Lisa Nagatsuka- Elderly Day Care
Siv Teang Thlang
Kent Lam

Partnerships and Collaborations

Cabramatta Anglicare
Fairfield City Council
Fairfield Multicultural Health
Sydney South West Area Health Service
Khmer Community of NSW
Fairfield MRC
Cabramatta Community Centre
Uniting Care Burnside
Cabramatta Anglicare
Family&Community Services, Ageing, Disability & Home Care

Funding Bodies, Sponsors and Partners



CABRA-VALE DIGGERS

**FIGHT ALZHEIMER'S
SAVE AUSTRALIA**



Uniting
Cabramatta



