

AUDITOR'S REPORT

On The

FINANCIAL STATEMENTS

OF

Barguna Nari Jagaran Karmosuchi (JAGO NARI)
Barguna, Bangladesh.

Consolidated Statement of Financial Position

FOR THE YEAR ENDED 30TH JUNE, 2018

HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS
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Barguna Nari Jagaran Karmosuchi (JAGO NARI)
Barguna, Bangladesh.

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AUDITORS' REPORT

We have audited the annexed Financial Statements of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)** for the period from 1st July 2017 to 30th June, 2018 with books, vouchers, registers and other relevant papers and documents as maintained and produced to us at the time of our audit.

The Preparation of these Financial Statements is the responsibility of the organization Management. On the other hand, our responsibility is to express an independent opinion on the Financial Statements based on our audit.

We conducted our audit of the Financial Statements in accordance with Bangladesh Standard on Auditing (BSA) and Terms of the appointment. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free of material misstatement. Our audit includes examining on test basis, evidence supporting the amounts and disclosures in the Financial Statements. Our audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall Financial Statements presentation. We believe that our audit provides a reasonable basis for our opinion.


Except the effect of our report to the Chief Executive of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)**

we report as under:

- i) We have obtained all the information and explanations which we required for the purpose of our audit and to the best of our knowledge and belief these are adequate and satisfactory;
- ii) In our opinion, the annexed Financial Statements have been drawn up in accordance with the Generally Accepted Accounting Principles;
- iii) The Financial Statements which are in agreement with the books of account exhibit a true and fair view of the State of Affairs of the organization as at 30th June, 2018 and the result of its activities for the period ended on that date according to the best of our information and explanations given to us and as shown by the books of account of the organization; and
- iv) In our opinion, books of account of the organization have been maintained properly.

Dated: Dhaka
24th September, 2018




Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS

Barguna Nari Jagaran Karmosuchi (JAGO NARI)
Barguna, Bangladesh.

Statement of Financial Position
AS AT 30TH JUNE, 2018

Property & Assets	Note	Current Year 30-06-2018	Previous Year 30-06-2017
Closing Balance as on 30-06-2018			
Fixed Assets (at cost less depreciation)	7.00	22,32,804.00	12,39,067.40
Education Materials	8.00	20,19,496.00	20,19,496.00
Revolving Loan Fund	9.00	14,30,729.00	1,60,000.00
Advance	10.00	(66,020.00)	(66,020.00)
Cash and Bank Balances	11.00	2,47,054.00	1,26,242.78
Total Property and Assets		58,64,063.00	34,78,786.18
Fund & Liabilities			
Fund Account	12.00	33,72,957.01	24,94,458.19
Loan Received from the Chief Executive	13.00	9,73,270.99	7,53,082.99
Group Savings	14.00	14,94,935.00	2,31,245.00
Loan Received from the Power House	-----	22,900.00	Nil
Total Liabilities & Capital Fund		58,64,063.00	34,78,786.18




Accountant
Jago Nari



Chief Executive
Jago Nari

Signed in terms of our separate report of even date annexed.






Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS

Barguna Nari Jagaran Karmosuchi (JAGO NARI)
Barguna, Bangladesh.

Statement of Comprehensive Income
FOR THE YEAR ENDED 30TH JUNE, 2018


Particulars	Current Year 30-06-2018	Previous Year 30-06-2017
Income		
Fund Received	1,85,92,366.00	75,03,075.00
Sell for Food, Hall Room, Accommodation	28,75,690.00	33,04,623.00
Sell for Furniture, Equipment, Papers & Others	2,000.00	Nil
Service charge from Beneficiaries	2,45,893.00	50,572.00
Local Income (Partial Office Rent, Service Charge)	34,844.43	66,110.00
Admission Fee	41,600.00	32,500.00
Bank Interest	2,828.00	3,212.69
Other Income (Loan format)	24,328.00	170.00
Partial Salaries	1,38,025.00	Nil
Partial Office Rent	24,780.00	Nil
Loan Interest Realized	Nil	396.00
Coordination Cost	1,000.00	Nil
Donation	5,45,357.00	Nil
	2,25,28,711.43	1,09,60,658.69
Expenditure		
Staff Salary and Benefits	50,19,014.00	38,55,435.00
Office Operational Expenses	30,36,886.00	27,08,445.42
Travel	2,95,696.00	2,09,319.00
Programme Cost	42,13,000.00	44,57,815.00
Refund Unspent Fund	2,98,662.00	1,04,269.00
Contribution	Nil	2,23,272.00
Fund transferred to Mother Account	1,64,300.00	Nil
Loan Interest Paid	44,000.00	Nil
Donation to Others	17,500.00	Nil
Grant transferred to project	84,20,886.00	24,28,509.68
Depreciation	1,40,078.00	4,29,527.80
Excess of Income over Expenditure	8,78,689.43	(34,55,934.21)
	2,25,28,711.43	1,09,60,658.69


Accountant
Jago Nari


Chief Executive
Jago Nari

Signed in terms of our separate report of even date annexed.




Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS

Barguna Nari Jagaran Karmosuchi (JAGO NARI)

Barguna, Bangladesh.

Consolidated Receipts & Payments Account

FOR THE YEAR ENDED 30TH JUNE, 2018

<u>Particulars</u>	<u>Current Year</u> <u>30-06-2018</u>	<u>Previous Year</u> <u>30-06-2017</u>
Receipts		
Opening Balance 01-07-2017		
Cash in hand	50,003.00	807.00
Cash at Bank	76,238.43	1,70,937.82
Fund Received	1,85,92,366.00	75,03,075.00
Sell for Food, Hall Room, Accommodation	28,75,690.00	33,04,623.00
Sell for Furniture, Equipment, Papers & Others	2,000.00	Nil
Loan Recover from Beneficiaries	14,23,271.00	28,35,556.00
Savings Collection from Beneficiaries	13,39,085.00	2,31,245.00
Service charge from Beneficiaries	2,45,893.00	50,572.00
Local Income (Partial Office Rent, Service Charge)	34,844.43	66,110.00
Admission Fee	41,600.00	32,500.00
Bank Interest	2,828.00	3,212.69
Other Income (Loan format)	24,328.00	170.00
Partial Salaries	1,38,025.00	Nil
Partial Office Rent	24,780.00	Nil
Loan Received from the Chief Executive & General Fund	7,37,540.00	10,70,726.99
Loan Received from the Power House	22,900.00	Nil
Loan Interest Realized	Nil	396.00
Advance Recovery/Adjustment	Nil	1,93,900.00
Coordination Cost	1,000.00	Nil
Donation	5,45,357.00	Nil
	2,61,77,560.00	1,54,63,831.50
Payments		
Staff Salary and Benefits	50,19,014.00	38,55,435.00
Capital Expenses	11,33,815.00	26,000.00
Office Operational Expenses	30,36,886.00	27,08,445.42
Travel	2,95,696.00	2,09,319.00
Programme Cost	42,13,000.00	44,57,815.00
Loan Disbursement	26,94,000.00	1,60,000.00
Savings Refunded	75,395.00	2,96,222.00
Refund Unspent Fund	2,98,662.00	1,04,269.00
Loan Refunded Chief Executive & General Fund	5,17,352.00	7,50,303.00
Advance	Nil	1,18,000.00
Contribution	Nil	2,23,272.00
Fund transferred to Mother Account	1,64,300.00	Nil
Loan Interest Paid	44,000.00	Nil
Donation to Others	17,500.00	Nil
Grant transferred to project	84,20,886.00	24,28,509.68
	2,61,77,560.00	1,54,63,831.53
Closing Balance 30-06-2018		
Cash in Hand	99,459.00	50,003.00
Cash at Bank	1,47,595.00	76,238.43
	2,61,77,560.00	1,54,63,831.53

Accountant
Jago Nari

Chief Executive
Jago Nari

Signed in terms of our separate report of even date annexed.



Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS

Barguna Nari Jagaran Karmosuchi (JAGO NARI)

Barguna, Bangladesh.

Notes to the Financial Statements FOR THE YEAR ENDED 30TH JUNE, 2018

1.00 Background of JAGO NARI:

Jago Nari is a Non-Governmental Organization based in Barguna and is registered with the NGO Affairs Bureau under the Foreign Donations (Voluntary Activities) Regulation Ordinance, 1978. It has started its activities in 1998 with its own resource with a view to help the poor people in Barguna.

Present Programs of the Organizations:

01. Consolidated Account

2.00 Corporate Information of the PO

Name of the Organization	JAGO NARI
Year of Establishment	1998
Legal Entity	The organization is duly registered under Women Affairs Department-Registration No. MBA/BAR/16/98; dated: 06.12.1998 and also has the Registration from NGO Affairs Bureau NAB/2332 dated: 07.04.2008 and renewed April 2018.
No. Of Executive Committee meeting held on 2018	04
Date of last AGM held	30/06/2018
Name of the Statuary Auditor for Last Year	Hafiz Ahmed & Co.
Name of the Statuary Auditor for Current Year	Hafiz Ahmed & Co.

3.00 Mission and Vision of the Organization

a) Mission of the Organization:

To support the poor and most vulnerable people especially women and children who are socially and economically disadvantaged, living in the urban and rural settings of Bangladesh to eradicate poverty and injustice through providing a range of rights- based services designed to improve their quality of life. These services are principally, protection, education, healthcare, skills training, socio-economic development and participation. They are provided in ways that reinforce the culture, faith, and value of them and are also offered fairly, relevantly and without discrimination.

b) Vision of the Organization:

Setting up an equitable, capable, democratic and peaceful society without poverty and injustice in the country in which every person enjoys their rights to a life with dignity.

c) Objectives of Organization:

JAGO NARI employs all the endeavors with an aim to improve the socio-economic condition of the poor people. To achieve the same JAGO NARI launches its programs with the following objectives:



- To enhance the socio-economic condition of the poor people through under taking strategic programs and projects,
- To ensure women rights in the field of decision making in the family and in the society and to increase their participation in developing financial activities and build leadership.
- To establish and protect human rights of the distressed and deprived people of the society.
- To help in rehabilitating the peoples, affected by cyclone, Tidal search, river erosion and provide awareness on Health & Hygiene, Safe Water and nutrition to the destitute community especially to women and children.
- To undertake programs for environment promotion and environment friend agriculture and to make the community resilient in terms of climate change adaptation

4.00 List or Executive Committee Members

The affairs of the Organization have been entrusted to an Executive Committee consisting of 07 (Seven) members elected in the Annual General Meeting (AGM). The following persons were in the Committee during the Period of our Audit.

<u>Sl. No.</u>	<u>Name</u>	<u>Designation</u>
1.	Hamida Begum	President
2.	Nigha Sultana Azad	Vice-president
3.	Hosne Ara Hasi	General Secretary
4.	Kazi Selina Akther	Joint Secretary
5.	Sayra Khatun Rubi	Treasurer
6.	Adv Ronju Ara Shipu	Executive Member
7.	Shahana Ismin	Executive Member

5.00 Basis of preparation of Financial Statements

a) Basis of Accounting:

The Accounts have been prepared in Accordance with the Generally Accepted Accounting Principles (GAAP) which is Consistent in all Material Respects with Bangladesh Accounting Standard (BAS) as Adopted by the Institute of Chartered Accountants of Bangladesh (ICAB). Proper Books of Accounts Including Cash Book and Ledger have been maintained.

- b) Accounts have been maintained on Accrual Basis.
- c) Fixed assets are reflected at written down value, at cost less accumulated depreciation.
- d) Depreciation on Fixed assets has been charged on straight line method during the year at rates varying from 10% to 30% based on the estimated effective lives of the assets.
- e) Figures are rounded off to the nearest Taka.

Previous year's figures are rearranged where even considered necessary to confirm to the current year's presentation.

6.00 General

- a) Auditors; Hafiz Ahmed & Co., Chartered Accountants have checked approximately ninety percent (90%) vouchers of JAGO NARI Consolidated Account.
- B) Salaries of the employees were disbursed through bank account.



Current Year **Previous Year**
30-06-2018 **30-06-2017**

Note # 7.00 Calculation of Fixed Assets:

Balance as on 01-07-2017	12,39,067.00	16,42,595.00
Add: Purchased during the year	11,33,815.00	26,000.00
	23,72,882.00	16,68,595.00
Less: Depreciation Charged during the year	1,40,078.00	4,29,528.00
Balance as on 30-06-2018	22,32,804.00	12,39,067.00

Note # 8.00 Calculation of Education Materials:

Balance as on 01-07-2017	20,19,496.00	20,19,496.00
Add: Purchased during the year	Nil	Nil
Balance as on 30-06-2018	20,19,496.00	20,19,496.00

Note # 9.00 Calculation of Revolving Loan Fund:

Balance as on 01-07-2017	1,60,000.00	28,32,952.00
Add: Disbursed during the year	26,94,000.00	1,60,000.00
	28,54,000.00	29,92,952.00
Less: Realized during the year	14,23,271.00	28,32,952.00
Balance as on 30-06-2018	14,30,729.00	1,60,000.00

Note # 10.00 Calculation of Advance/Security Money:

Balance as on 01-07-2017	(66,020.00)	9,880.00
Add: Paid during the year	Nil	1,18,000.00
	(66,020.00)	1,27,880.00
Less: Adjusted during the year	Nil	1,93,900.00
Balance as on 30-06-2018	(66,020.00)	(66,020.00)

Note # 11.00 Calculation of Cash in Hand & Bank:

Cash in Hand:

1.	General Fund Account	59,439.00
2.	Micro credit Project	40,020.00
	Total	99,459.00



Cash at Bank:

Name of Bank	Bank Account No.	Project Name	Amount as on 30-06-2018	Amount as on 30-06-2017
Pubali Bank Ltd, Barguna Branch, Barguna	SB-1873101090297	Mother	Nil	97.82
Pubali Bank Ltd, Barguna Branch, Barguna	SB-1873101090297	General Fund	31,471.00	316.00
Pubali Bank Ltd, Barguna Branch, Barguna	SB-1873101090297	FK-Feasibility Study	Nil	1,206.00
Pubali Bank Ltd, Barguna Branch, Barguna	SB-1873101090297	WSP-Project	Nil	36,509.00
Pubali Bank Ltd, Barguna Branch, Barguna	SB- 1873101053334	Micro credit	14,512.00	30,193.00
Sonali Bank Ltd, Barguna Branch, Barguna	A/C- 200023437	WHRAP Project	Nil	1,895.00
Pubali Bank Ltd, Barguna Branch, Barguna	STD- 18/3102000537	OHCB Project	Nil	964.00
Pubali Bank Ltd, Barguna Branch, Barguna	STD- 18/3102000479	REE-Call	672.00	3,022.00
Sonali Bank Ltd, Barguna Branch, Barguna	A/C- 100412079	VGD Project	940.00	2,035.00
		ICDRM Project	1,00,000.00	Nil
	Total		1,47,595.00	76,237.92
Cash in Hand & Bank	Sub-Total		2,47,054.00	1,26,242.78

Note # 12.00 Calculation of Fund Account:

Balance as on 01-07-2017	24,94,458.19	59,50,392.40
Add: Excess of Income Over Expenditure during the year	8,78,689.43	(34,55,934.21)
Less: Adjusted Last year Balancing Figure	190.61	Nil
Balance as on 30-06-2018	33,72,957.01	24,94,458.19

Note # 13.00 Calculation of Loan Received Chief Executive/Executive Director:

Balance as on 01-07-2017	7,53,082.99	4,30,055.00
Add: Loan Received during the year	7,37,540.00	10,73,330.99
	14,90,622.99	15,03,385.99
Less: Loan Refunded during the year	5,17,352.00	4,23,900.00
Less: Loan Refunded during the year-FK Feasibility Study	Nil	50,000.00
Less: Loan Refunded during the year-MCPSH Project	Nil	2,76,403.00
Balance as on 30-06-2018	9,73,270.99	7,53,082.99

Note # 14.00 Calculation of Savings of Group Members:

Balance as on 01-07-2017	2,31,245.00	2,96,222.00
Add: Savings Collection during the year	13,39,085.00	2,31,245.00
	15,70,330.00	5,27,467.00
Less: Savings Refunded during the year	75,395.00	2,96,222.00
Balance as on 30-06-2018	14,94,935.00	2,31,245.00



Note # 15.00 Calculation of Fund Received:

CLEAN (Khulna)	7,49,264.00	21,183.00
Women Affairs Department	3,33,246.00	5,43,825.00
FK- Norway	6,20,041.00	1,95,216.00
Practical Action-Bangladesh	93,700.00	8,90,961.00
Sangkalpo Trust	Nil	1,41,500.00
ASD & Contribution	Nil	13,702.00
CFLI-Canada & Local Contribution	1,03,93,891.00	38,17,474.00
Oxfam	64,02,224.00	18,72,214.00
PRAN	Nil	7,000.00
	1,85,92,366.00	75,03,075.00

Note # 16.00 Calculation of Office Operational Expenses:

Recruitment	23,950.00	Nil
Office Rent	10,61,516.00	10,03,070.00
Utilities/Maintenance	1,74,780.00	55,710.00
Mobile Phone Bill /Communication	54,530.00	43,789.00
E-mail/Webside/courier/postage	8,440.00	8,596.00
Equipment	Nil	8,262.00
Printing and Stationery	79,802.00	54,959.00
News Paper Bill	2,070.00	1,520.00
Bank charge	15,292.00	10,589.42
Computer Maintenance cost	20,000.00	25,739.00
Fuel and Maintenance cost of Generator	17,272.00	27,830.00
Fuel, repair and maintenance (Micro, Motorcycle & Bicycle)	22,723.00	1,36,346.00
Office operation cost (Kitchen supplies/refreshment)	13,47,390.00	10,36,769.00
Electricity Bill	1,40,501.00	1,47,298.00
Water/Gas bill/Dish bill	43,980.00	37,668.00
VAT & Tax	Nil	300.00
Audit Fee	25,000.00	15,000.00
Video Documentary	Nil	95,000.00
	30,36,886.00	27,08,445.42

Note # 17.00 Calculation of Travel:

Transportation	2,31,563.00	1,81,284.00
Perdiem	64,133.00	28,035.00
	2,95,696.00	2,09,319.00



Note # 18.00 Calculation of Programing Cost:

Day Observation	11,500.00	18,401.00
Project Inception Cost	24,892.00	Nil
Learning Shareing Meeting	20,000.00	Nil
Campaign Program	Nil	70,133.00
Partner Meeting-1 (Nepal)	Nil	1,37,617.00
Partner Meeting-11 (Bangladesh)	Nil	32,310.00
Meeting	Nil	2,529.00
International Day Observation	Nil	39,651.00
Other expenses Partner Meeting	Nil	90,770.00
Emergency Response (ROANU)	Nil	19,95,595.00
Linkage Meeting of UP	Nil	3,000.00
Regional Coordination Meeting	Nil	13,775.00
Organize Seminer at district Level	Nil	33,124.00
Selection of Volunteer and Orientation	Nil	4,60,017.00
Awareness Session	Nil	3,25,000.00
Dialouge & Consultation Meeting	Nil	1,52,350.00
Lobby Meeting with BTRC and Telecommunication	Nil	27,030.00
Live Talk show and Broadcast on National TV.	Nil	4,70,005.00
Meeting with Media Actors	Nil	3,86,556.00
Conducting Workshop	14,894.00	Nil
Conducting KAP Workshop	11,877.00	Nil
Awareness Campaign	11,995.00	Nil
Awarness/Semineer	17,000.00	Nil
Central Office Monitoring Cost	2,100.00	Nil
Training, Seminar and Workshop	Nil	5,762.00
Monthly Coordinationmeeting at Partners Level	15,017.00	5,889.00
Organize and Further Scaling up of dairy, maize, crab	1,48,680.00	Nil
Organize value chain actors/entrepreneurs around sunflower, beef, ground nut, pond fish & duck	75,000.00	Nil
(Food bank) Establishment of food bank to enhance community based food security system	28,001.00	Nil
Develop fooder enterprise to establish community based fooder market platform	39,738.00	Nil
Business plan and market extension plan development training to operate business efficiently	3,320.00	Nil
(Integrated farming) Capacity buidling on integrated faming (livestock rearing, agriculture production and marketing) for sustainable and viable agri. Business	89,359.00	Nil
Start up support for demonstrating integrated farming	2,00,000.00	Nil
Linkage meeting with inputs and output market actors to access to services and competetive price	9,594.00	Nil
Demand survey to identify need of young people	2,500.00	Nil



Training institute mapping and influencing for marketable skills for youth	5,985.00	Nil
Provide certified vocational /entrepreneurship training to transfer marketable skills to community youths by signing formal MOU with potential technical training institutes	2,85,800.00	Nil
Campaign for women economic empowerment	5,063.00	Nil
Advocacy with the employers to ensure job opportunities and decent work environment	26,395.00	Nil
Job fair at local level	29,247.00	Nil
Develop linkage with financial institutions	10,496.00	Nil
Pilot mentorship, internship and apprenticeship models	47,434.00	Nil
Sharing on current and potential entrepreneurship idea with financial actors and potential entrepreneurs	8,453.00	Nil
Awareness training (couple meeting) on reducing care work burden to redistribute, reduction and recognition of care work	28,800.00	Nil
Union level advocacy workshop to raise awareness about care work burden	10,850.00	Nil
16 day activism at Union, Upazila and National level	24,940.00	Nil
Households survey	24,600.00	Nil
Community capacity building on CCA and CSCA to aware them about climate vulnerabilities, adaptation and mitigation	49,674.00	Nil
Demonstration of eco-friendly and climate adaptive agriculture technology	2,96,710.00	Nil
Capacity building of UDMC, CBOs and youth network to localize early warning system	26,159.00	Nil
Orientation on partners on NRM inclusion/PCVA	9,554.00	Nil
Training on "Community Managed WASH Infrastructure Operation and Management" (2 days) for WWP and CBO members to enhance capacity for operating and managing WASH infrastructure	15,065.00	Nil
Bathing Cubical construction	3,57,150.00	Nil
Installation of Resilient and inclusive Deep Tubewell	8,36,040.00	Nil
Community WASH Situation Analysis (CWSA) for assessing, Planning for improving WASH situation	4,340.00	Nil
Exposure visit on sanitation marketing to aware and motivate different actors and gather practical knowledge on sanitation Marketing	9,800.00	Nil
Installation of Improve Latrine	4,71,714.00	Nil
Training on operation and management on Menstrual Hygiene Material Production (5 days)	29,796.00	Nil
Training on Community Based WASH enterprise in coastal area (3 days)	28,470.00	Nil
Develop local resource person on agriculture and non-agriculture activities to ensure technical services at local level (LSPs will share cost)	15,306.00	Nil



Strengthen CBO alliance/platforms at union level	15,072.00	Nil
Quarterly CBO alliances meeting to strengthen network, community actions	3,952.00	Nil
Facilitate to form multi-stakeholder forum at District/Upazila level to get support from wider range of stakeholders which includes Govt. Officials, Financial and research institutions, traders of different level, academia, representatives from chamber of commerce	24,259.00	Nil
Upazila level dialouge on "reducing barriers to women mobility"	10,345.00	Nil
Formation and facilitation of youth network	19,096.00	Nil
Capacity building of UDC	5,065.00	Nil
Developing community based knowledge hub using ICT	42,600.00	Nil
ICDRM Project:		
Project lunching workshop with stackholder	1,08,433.00	Nil
Foundation training on inclusive community disaster risk management	1,97,927.00	Nil
Support committee formation/re-formation to meet inclusivity targets	16,259.00	Nil
Support committees to observenational and International DRR days	44,300.00	Nil
Monthly Program reflection meeting	9,134.00	Nil
WSP Project :		
Project inception workshop with the working Upazillas	Nil	21,862.00
Conducting workshop/Consultative meeting	10,800.00	53,550.00
Conducting post intervention survey	15,000.00	Nil
Regular operation & maintenance at Ro System	54,000.00	Nil
Meeting with water enterpatership	46,711.00	Nil
Conducting KAP Baseline survey through conducting 78 FGD & 36 KII	Nil	97,310.00
Orientation for Caretakers, Plumbers and Tube well Machines	Nil	15,579.00
	42,13,000.00	44,57,815.00



Note # 7.00

Barguna Nari Jagaran Karmosuchi (JAGO NARI)

Barguna, Bangladesh.

**Schedule of Fixed Assets
AS AT 30TH JUNE, 2018**

Particulars	Opening Balance (01-07-2017)	Addition during the year	Total Value	Rate of Dep. (%)	Dep. Charges during the year	W.D.V. as at (30-06-2018)
General						
Furniture & Fixture	8,05,064.00	-----	8,05,064.00	10%	80,506.00	7,24,558.00
Cookeries	2,313.00	-----	2,313.00	15%	347.00	1,966.00
Air Condition	8,870.00	22,000.00	30,870.00	20%	1,774.00	29,096.00
OHC B						
Furniture & Fixture	18,573.00	-----	18,573.00	10%	1,857.00	16,716.00
REE-CALL						
Furniture & Fixture	56.00	-----	56.00	10%	6.00	50.00
Camera	-----	34,000.00	34,000.00	20%	-----	34,000.00
Computer & Modem	-----	1,32,700.00	1,32,700.00	20%	-----	1,32,700.00
Mahasen DFID						
Furniture & Fixture	46,949.00	-----	46,949.00	10%	4,695.00	42,254.00
Camera	2,840.00	-----	2,840.00	20%	568.00	2,272.00
Computer & Modem	19,140.00	-----	19,140.00	20%	3,828.00	15,312.00
Mahasen ECHO						
Furniture & Fixture	84,366.00	-----	84,366.00	10%	8,437.00	75,929.00
Camera	6,280.00	-----	6,280.00	20%	1,256.00	5,024.00
Computer & Modem	28,240.00	-----	28,240.00	20%	5,648.00	22,592.00
VGD Program						
Furniture & Fixture	7,350.00	-----	7,350.00	10%	735.00	6,615.00



HAFIZ AHMED & CO. CHARTERED ACCOUNTANTS. ROSE MERY, HOUSE # 06, ROAD # 01, BLOCK # B, SECTION # 6, MIRPUR, DHAKA-1216, BANGLADESH. MOBILE: 01711-988264, E-MAIL: marufaudit@gmail.com

Barguna Nari Jagaran Karmosuchi (JAGO NARI)

Barguna, Bangladesh.

Schedule of Fixed Assets

AS AT 30TH JUNE, 2018

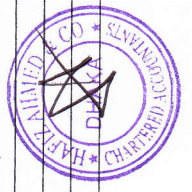
Babu Barta Project						
Furniture & Fixture	67,354.00	-----	67,354.00	10%	6,735.00	60,619.00
Motorbike	32,012.00	-----	32,012.00	20%	6,402.00	25,610.00
Computer & Printer	33,240.00	-----	33,240.00	20%	6,648.00	26,592.00
ICDRM Project						
Furniture & Fixture	-----	1,24,082.00	1,24,082.00	10%	-----	1,24,082.00
Motorbike	-----	5,19,792.00	5,19,792.00	20%	-----	5,19,792.00
Camera	-----	32,800.00	32,800.00	20%	-----	32,800.00
Computer & Printer	-----	2,68,441.00	2,68,441.00	20%	-----	2,68,441.00
MCPSH Project						
Furniture & Fixture	46,480.00	-----	46,480.00	10%	4,648.00	41,832.00
Computer & Printer	29,940.00	-----	29,940.00	20%	5,988.00	23,952.00
Total	12,39,067.00	11,33,815.00	23,72,882.00	-----	1,40,078.00	22,32,804.00



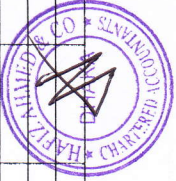
MEMORANDUM FOR THE GOVERNMENT OF BANGLADESH (PART I)
Project wise Receipts and Payments Account

For the year ended June 30, 2018

Particulars	Mother	General	Microcredit	WHRAP Project	HCB Project	RE-CALL 2021	VGD Program	FK-Feasibility Study	WSP-Project	ICDRM Project	TOTAL
RECEIPTS:											
Opening Balance	97.82	316.00	80,133	1,895	964	2,988	2,035	1,209	36,509	-	126,147
Cash in hand	-	-	50,000	-	-	-	-	3	-	-	50,003
Cash at bank	97.82	316.00	30,133	1,895	964	2,988	2,035	1,206	36,509	-	76,144
Fund Receipts											
CLEAN (Khulna)	-	-	-	-	-	-	-	-	-	-	-
Women Affairs Department	15,000.00	-	-	-	-	-	736,264	-	-	-	749,264
FK- Norway	166,623.00	-	-	-	-	-	-	166,623	-	-	333,246
Practical Action-Bangladesh	-	-	-	-	-	-	-	-	-	-	620,641
Sangkalpo Trust/ Narri Pakko	-	-	-	93,700	-	-	-	-	620,941	-	93,700
ASD & Contribution	-	-	-	-	-	-	-	-	-	-	-
CFLI-Canada & Local Contribution	-	-	-	-	-	-	-	-	-	-	-
Oxfam /	5,038,151.00	-	-	-	-	5,038,151	-	-	-	-	10,393,891
PLAN International Bangladesh	3,201,112.00	-	-	-	-	-	-	-	-	3,201,112	6,402,224
Income											
Loan from Chief Executive/ General A/C	-	736,540	-	-	-	-	-	-	-	1,000	737,540
Sell for Furniture, Equipment, Papers & Others	-	2,000	-	-	-	-	-	-	-	-	2,000
Sell for Food, Hall Room, Accommodation	-	2,875,690	-	-	-	-	-	-	-	-	2,875,690
Service charge from Customers/ Beneficiaries.	-	31,415	2,14,478	-	-	-	-	-	-	-	245,893
Savings collection/ Realized from Beneficiaries	-	-	1,339,085	-	-	-	-	-	-	-	1,339,085
Admission fee	-	-	41,600	-	-	-	-	-	-	-	41,600
Principle Loan Realized	-	-	-	-	-	-	-	-	-	-	-
Loan Interest Realized	-	-	-	-	-	-	-	-	-	-	-
Loan Recover from Beneficiaries	-	-	1,423,271	-	-	-	-	-	-	-	-
Others income (Loan format)	-	-	24,328	-	-	-	-	-	-	-	24,328
Principal Loan outstanding amount	-	-	-	-	-	-	-	-	-	-	-
Local interest receivable outstanding amount.	-	-	-	-	-	-	-	-	-	-	-
Local Income (Partial Office Rent, Salaries, Coordination: cost & Pass book sells)	-	-	34,750	-	-	-	-	-	-	-	34,750
Partial Salaries	-	138,025	-	-	-	-	-	-	-	-	138,025
Partial Office Rent	-	24,780	-	-	-	-	-	-	-	-	24,780
Bank Interest	-	-	161	-	139	32	-	58	2,438	-	2,828
Loan received from Power House	-	22,909	-	-	-	-	-	-	-	-	22,909
Coordination cost	-	1,000	-	-	-	-	-	-	-	-	1,000
Donation	-	530,635	14,722	-	-	-	-	-	-	-	545,357
TOTAL	8,420,983.82	4,363,301	3,172,528	95,595	318,692	5,041,171	736,299	167,890	658,988	3,202,112	26,177,560
PAYMENTS:											
Staff Salary & Benefits:											



Particulars	Mother	General	Microcredit	Project	Project	CALL 2021	Program	Feasibility Study	Project	ICDM Project	TOTAL
Salary & Benefits	-	1,576,415	310,097	81,000	-	1,021,847	410,400	-	330,000	1,289,255	5,019,014
Coordination cost	-	-	-	-	-	-	-	-	-	-	-
Capital expenses:											
Furniture & Fixture	-	-	-	-	-	-	-	-	-	124,082	124,082
Motorbike & Bi-Cycle	-	-	-	-	-	-	-	-	-	519,792	519,792
Air Condition	-	22,000	-	-	-	-	-	-	-	-	22,000
Camera	-	-	-	-	-	34,000	-	-	-	32,800	66,800
Computer & Printer	-	-	-	-	-	132,700	-	-	-	268,441	401,141
Office operational expenses:											
Recruitment	-	-	-	-	-	8,500	-	-	-	15,000	23,500
Office Rent	-	736,950	16,000	-	174,366	54,000	19,200	-	10,000	51,000	1,061,516
Utilities/ Maintenance	-	-	14,413	-	139,384	9,227	-	-	-	11,756	174,780
Mobile Phone Bill /Communication	-	9,490	-	-	-	18,662	-	-	15,000	11,378	54,530
E-mail/Website/ courier/ postage, Internet	-	975	-	-	-	-	-	-	-	7,465	8,440
Equipment	-	-	-	-	-	-	-	-	-	-	-
Printing and stationery	-	9,136	2,585	-	-	32,404	5,527	-	10,940	9,210	79,862
News Paper bill	-	2,070	-	-	-	-	-	-	-	-	2,070
Bank charge	97.82	1,498	721	1,160	1,473	7,260	-	6	2,302	835	15,292
Computer maintenance cost	-	-	-	-	-	20,000	-	-	-	-	20,000
Fuel and maintenance cost of Generator	-	17,272	-	-	-	-	-	-	-	-	17,272
Fuel, repair and maintenance (Motorcycle and Bicycle)	-	-	870	-	-	21,593	-	-	-	260	22,723
Office operation cost (Kitchen supplies/ refreshment)	-	1,347,390	-	-	-	-	-	-	-	-	1,347,390
Electricity bill/Equipment	-	136,586	3,915	-	-	-	-	-	-	-	140,501
Water/Gas bill/Dish bill/E-mail	-	42,900	-	-	-	-	1,080	-	-	-	43,980
VAT & Tax	-	-	-	-	-	-	-	-	-	-	-
Audit Fee	-	25,000	-	-	-	-	-	-	-	-	25,000
Video Documentary	-	-	-	-	-	-	-	-	-	-	-
Travel:											
Transportation	-	33,609	-	-	-	102,450	14,400	1,703	41,275	38,126	231,563
Accommodation	-	-	-	-	-	-	-	-	-	-	-
Per diem	-	-	-	-	-	-	-	-	26,135	37,998	64,133
Programming costs:											
District Committee meeting	-	-	-	-	-	-	-	-	-	-	-
Day observation	-	-	-	11,500	-	-	-	-	-	-	11,500
Project inception cost	-	-	-	-	-	-	-	-	24,892	-	24,892
Learning sharing meeting	-	-	-	-	-	-	-	-	20,000	-	20,000
Fair for Women farmers	-	-	-	-	-	-	-	-	-	-	-
Meeting	-	-	-	-	-	-	-	-	-	-	-
Conducting workshop	-	-	-	-	-	-	-	-	14,894	-	14,894
Conducting KAP Workshop	-	-	-	-	-	-	-	-	11,877	-	11,877
Awareness Campaign	-	-	-	-	-	-	-	-	11,995	-	11,995
Awareness/Semineer	-	17,000	-	-	-	-	-	-	-	-	17,000
Central Office Monitoring cost	-	-	-	-	-	2,100	-	-	-	-	2,100
Training, Seminar and Workshop	-	-	-	-	-	-	-	-	-	-	-
Monthly Coordination meeting at partners level	-	-	-	-	-	15,017	-	-	-	-	15,017
Organize and further scaling up of dairy, maize, crab	-	-	-	-	-	148,680	-	-	-	-	148,680



Particulars	Mother	General	Microcredit	WVWP Project	WB Project	ICC (CALI 2011)	VEP Program	Feasibility Study	WSP Project	ICOMI Project	TOTAL
Organize value chain actors (entrepreneurs around sunflower, beef, groundnut, pond fish and duck (Food bank) Establishment of food bank to enhance community based food security system	-	-	-	-	-	76,000	-	-	-	-	76,000
Develop fooder enterprise to establish community based fooder market platform	-	-	-	-	-	28,001	-	-	-	-	28,001
Business plan and market extension plan development training to operate business efficiently	-	-	-	-	-	39,738	-	-	-	-	39,738
(integrated farming) Capacity building on integrated farming (livestock rearing, agriculture production and marketing) for sustainable and viable agri. Business	-	-	-	-	-	3,320	-	-	-	-	3,320
Start up support for demonstrating integrated farming	-	-	-	-	-	89,359	-	-	-	-	89,359
Linkage meeting with inputs and output market actors to access to services and competitive price	-	-	-	-	-	200,000	-	-	-	-	200,000
Demand survey to identify need of young people	-	-	-	-	-	9,594	-	-	-	-	9,594
Training institute mapping and influencing for marketable skills for youth	-	-	-	-	-	2,500	-	-	-	-	2,500
Provide certified vocational /entrepreneurship training to transfer marketable skills to community youths by signing formal MOU with potential technical training institutes	-	-	-	-	-	5,985	-	-	-	-	5,985
Campaign for women economic empowerment	-	-	-	-	-	285,800	-	-	-	-	285,800
Advocacy with the employers to ensure job opportunities and decent work environment	-	-	-	-	-	5,063	-	-	-	-	5,063
Job fair at local level	-	-	-	-	-	26,395	-	-	-	-	26,395
Develop linkage with financial institutions	-	-	-	-	-	29,247	-	-	-	-	29,247
Pilot mentorship, internship and apprenticeship models	-	-	-	-	-	10,496	-	-	-	-	10,496
Sharing on current and potential entrepreneurship idea with financial actors and potential entrepreneurs	-	-	-	-	-	47,434	-	-	-	-	47,434
Awareness training (couple meeting) on reducing care work burden to redistribute, reduction and recognition of care work	-	-	-	-	-	8,453	-	-	-	-	8,453
Union level advocacy workshop to raise awareness about care work burden	-	-	-	-	-	28,800	-	-	-	-	28,800
16 day activism at Union, Upazila and National level	-	-	-	-	-	10,850	-	-	-	-	10,850
Households survey	-	-	-	-	-	24,940	-	-	-	-	24,940
Community capacity building on CCA and CSCA to aware them about climate vulnerabilities, adaptation and mitigation	-	-	-	-	-	24,500	-	-	-	-	24,500
Demonstration of eco-friendly and climate adaptive agriculture technology	-	-	-	-	-	49,674	-	-	-	-	49,674
Capacity building of UDMC, CBOs and youth network to localize early warning system	-	-	-	-	-	296,710	-	-	-	-	296,710
Orientation on partners on NRM inclusion/ PCVA	-	-	-	-	-	26,159	-	-	-	-	26,159
Training on "Community Managed WASH Infrastructure Operation and Management" (2 days) for WWP and CBO members to enhance capacity for operating and managing WASH infrastructure	-	-	-	-	-	9,554	-	-	-	-	9,554
Bathing Cubical construction	-	-	-	-	-	15,065	-	-	-	-	15,065
Installation of Resilient and inclusive Deep Tubewell	-	-	-	-	-	357,150	-	-	-	-	357,150
Community WASH Situation Analysis (CWSA) for assessing, Planning for improving WASH situation	-	-	-	-	-	836,040	-	-	-	-	836,040
Exposure visit on sanitation marketing to aware and motivate different actors and gather practical knowledge on sanitation Marketing	-	-	-	-	-	4,340	-	-	-	-	4,340
Installation of Improve Latrine	-	-	-	-	-	9,800	-	-	-	-	9,800
Training on operation and management on Menstrual Hygiene Material Production (5 days)	-	-	-	-	-	471,714	-	-	-	-	471,714
	-	-	-	-	-	29,796	-	-	-	-	29,796



Activity	Project	Project	Project	Project	Project	Project	Project	Project	Project	Project	Project	Project	Project	Project
Training on Community Based WASH enterprises in coastal area (3 days)	-	-	-	-	20,470	-	-	-	-	-	-	-	-	28,470
Develop local resource person on agriculture and non agriculture activities to ensure technical services at local level (LIPs will share cost)	-	-	-	-	15,306	-	-	-	-	-	-	-	-	15,306
Strengthen CBO alliances/platforms at union level	-	-	-	-	15,072	-	-	-	-	-	-	-	-	15,072
Quarterly CBO alliances meeting to strengthen network, community actions	-	-	-	-	3,952	-	-	-	-	-	-	-	-	3,952
Facilitate to form multi-stakeholder forum at District/Upazila level to get support from wider range of stakeholders which includes Govt. Officials, Financial and research institutions, traders of different level, academia, representatives from chamber of commerce	-	-	-	-	24,259	-	-	-	-	-	-	-	-	24,259
Upazila level dialogue on "reducing barriers to women mobility"	-	-	-	-	10,345	-	-	-	-	-	-	-	-	10,345
Formation and facilitation of youth network	-	-	-	-	19,096	-	-	-	-	-	-	-	-	19,096
Capacity building of UDC	-	-	-	-	5,065	-	-	-	-	-	-	-	-	5,065
Developing community based Knowledge Hub using ICT	-	-	-	-	42,600	-	-	-	-	-	-	-	-	42,600
ICDRM Project:					-									-
Project lunching workshop with stakeholder	-	-	-	-	-	-	-	-	-	-	-	108,433	-	108,433
Foundation training on inclusive community disaster risk	-	-	-	-	-	-	-	-	-	-	-	197,927	-	197,927
Support committee formation/re-formation to meet inclusivity targets.	-	-	-	-	-	-	-	-	-	-	-	16,259	-	16,259
Support committees to observational and International DRR days.	-	-	-	-	-	-	-	-	-	-	-	44,300	-	44,300
Monthly Program reflection meeting.	-	-	-	-	-	-	-	-	-	-	-	9,134	-	9,134
WSP Project :														
Project inception workshop with the working Upazillas	-	-	-	-	-	-	-	-	-	-	-	10,800	-	10,800
Conducting workshop/ Consultative meeting	-	-	-	-	-	-	-	-	-	-	-	15,000	-	15,000
Conducting post intervention survey	-	-	-	-	-	-	-	-	-	-	-	54,000	-	54,000
Regular operation & maintenance at Ro System.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Meeting with water enterpartnership	-	-	-	-	-	-	-	-	-	-	-	46,711	-	46,711
Loan Disbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	2,694,000
Savings Refund	-	-	-	-	-	-	-	-	-	-	-	-	-	75,395
Loan / Grand Refund:														
Refund unspent fund	-	-	-	-	-	-	-	-	-	-	-	-	-	298,662
Loan Refunded to ED/ General	-	-	-	-	-	-	-	-	-	-	-	284,752	-	517,352
Fund transferred to Mother Account	-	-	-	-	-	-	-	-	-	-	-	164,300	-	164,300
Interest paid against Loan	-	-	-	-	-	-	-	-	-	-	-	-	-	44,000
Donation to Others	-	-	-	-	-	-	-	-	-	-	-	-	-	17,500
Advance :														
REE-CALL Project	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Duke Ivn Amin (Head Office)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Moniruzzaman (Patshala)	-	-	-	-	-	-	-	-	-	-	-	-	-	-



Particulars	Sub-Total	Transfer	Sub-Total	Project	Project	Call 3001	Program	Passover Study	Project	Sub-Total
Contribution :										
- Call 3001 Project										
- Babu Daria Project										
Grant transferred to Project:	8,420,886.00									8,420,886
Total Payments	8,420,983.82	4,272,391	3,117,996	93,660	315,223	4,854,212	735,359	166,009	645,821	25,723,767
C. Closing Balance (A - B)		90,910	54,532	1,935	3,469	186,959	940	1,881	13,167	453,793
Cash in hand/ Petty Cash		59,439	40,020							99,459
Cash at bank		31,471	14,512			572				147,595
TOTAL	8,420,983.82	4,363,301	3,172,528	95,595	318,692	5,041,171	736,299	167,890	658,988	26,177,560

Signed in terms of our separate report of even date annexed.



Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS

The Chief Executive
"Barguna Nari Jagaran Karmosuchi (JAGO NARI)"
Barguna, Bangladesh.

Sub: Management Report on the Financial Statements of Barguna Nari Jagaran Karmosuchi (JAGO NARI) for the Period from 1st July, 2017 to 30th June, 2018

Dear Sir,

We have audited the Financial Statements of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)** for the Period from 1st July, 2017 to 30th June, 2018 with books, Vouchers, registers and other relevant papers and documents as maintained and produced to us at the time of our audit.

Preparation of the Financial Statements is the responsibility of project management. Our responsibility is to express an independent opinion on the financial statements based on our audit.

We conducted our audit of the financial statements in accordance with the generally accepted auditing standards and Terms of Reference (TOR) of the appointment. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. Our audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. Our audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the over all financial statement's presentation. We believe that our audit provides a reasonable basis for our opinion.

Based on the findings and observations noted during the course of our audit we report as under:

1. Background:

JAGO NARI is a Non-Governmental Organization based in Barguna and is registered with the NGO Affairs Bureau under the Foreign Donations (Voluntary Activities) Regulation Ordinance, 1978. It has started its activities in 1998 with its own resource with a view to help the poor people in Barguna.

2. Accounting Policy:

The accounts of **JAGO NARI** have been prepared on accrual basis under Generally Accepted Accounting Principles. Depreciation has been charged under diminishing balance method. Interest on Bank Deposit has been accounted for as per Bank Statements.

3. Maintenance of Books Of Account:

During the course of our audit we observed that Cash book, ledger book, Cheque Issue Register, Stock Register, Salary Register, VAT Register, Advance Register and other relevant register have been maintained to record financial transactions of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)**.

4. Documentation System:

During the course of our audit we have verified the documentation system. Our observations are as follows:

- i) Payment, Journal and Receipt vouchers are maintained in separate files.
- ii) Documents relating to procurement are attached with voucher.
- iii) All others papers, Correspondence, documents, statements etc were also kept properly. These are available at any time asked for.

In view of the above we are in opinion that documentation system of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)** appears to be satisfactory.



5. **Expenditure Coverage Ratio (ECR):**

Our audit was conducted on test check basis. In selecting the expenditure head for verification purpose expenditure carrying bulk amount was taken into consideration.

After verification of expenses we are in opinion that all expenses are supported by proper evidences and properly recorded in the books.

6. **Internal Control System:**

During the course of our verification, we evaluated the internal control system in operation. Our observations on some of the areas are noted below:

a) **Authorization system:**

During the course of our audit we observed that all payments are made after proper authorization of project management.

b) **Bank Account operation:**

All Bank Accounts are operated jointly by Chief Executive and Director.

In view of the above we are in opinion that the internal control system in operation appears to be satisfactory.

7. **Financial Management System:**

During the course of our audit we evaluated the financial management system thoroughly in respect of Barguna Nari Jagaran Karmosuchi (JAGO NARI) and found the following:

a) **Cash Management:**

Management followed its own financial guideline for cash management. Cash in hand does not exceed Tk. 5,000.00. There remains a system of petty cash maintenance by the Management to meet small day to day expenses.

b) **Salary Payment:**

Payment of salary to individual employee is made by Bank Transfer.

c) **Payment to vendors:**

Payments to vendors for more than Tk 10,000.00 are made through cheque. But in some cases, Cash payment is usually made to rural vendors who have no bank account.

d) **Withdrawal from Bank:**

Withdrawal from bank was made as per requirement of Project and Cheque was signed by at least two signatories.

e) **Bank Reconciliation:**

Bank Reconciliation Statement was prepared on monthly basis.

In view of the above, we are in opinion that the financial management system of Barguna Nari Jagaran Karmosuchi (Jago-Nari) seemed to be satisfactory.



8. Vat and Tax:

TAX and VAT were properly deducted from the bill as per Govt. Rule and deducted Tax and VAT were deposit to Govt. Treasury in time

9. Procurement:

During the course of our audit we have verified the process of procurement on test basis and found mostly in order. Barguna Nari Jagaran Karmosuchi (JAGO NARI) followed its own procurement policy. Observations on procurement (based on verification) are as follows:

- a) Spot quotation is collected at least from three bidder for procurement of Tk. 10,000.00 to Tk. 8,00,000.00. Tender is floated for procurement of more than Tk. 8,00,000.00.
- b) An approved committee consisting of five members evaluated the quotation.
- c) Select the lowest bidder to procure as well as quality of items was considered
- d) Final procurement was made after approval Barguna Nari Jagaran Karmosuchi (JAGO NARI) Management.

In our opinion, the procedure of procurement appears to be satisfactory.

10. Payment of Salary:

In our verification we noted that salary was paid directly to the respective bank account of employees. For the purpose of salary payment, a Salary Register was maintained. Income tax was deducted from salary where applicable.

11. Fixed Assets:

During our audit period when we checked Fixed Assets related documents, we found that:

- i) **Barguna Nari Jagaran Karmosuchi (JAGO NARI)** has maintained Fixed Assets Register.
- ii) Depreciation was calculated under Reducing balance method.
- iii) ID mark was put on Fixed assets
- iv) We have verified physically the assets and found in order.

12. Observation on Voucher:

During the course of our audit we have verified vouchers on test basis and found them in order.

In line we would like to place on record our appreciation for the courtesy and co-operation we received from the officers and staff of **Barguna Nari Jagaran Karmosuchi (JAGO NARI)** during the course of our audit.

Dated: Dhaka
24th September, 2018




Md. Hafiz Ahmed, FCA
Principal
HAFIZ AHMED & CO.
CHARTERED ACCOUNTANTS