

AUDITORS' REPORT
OF
INTEGRATED DEVELOPMENT PROJECT (IDP)
Project of
Poverty Eradication Program (PEP)
FOR THE YEAR ENDED 31 DECEMBER 2021

INTEGRATED DEVELOPMENT PROJECT (IDP)

A project of

Poverty Eradication program (PEP)

Mohammadpur, Dhaka, Bangladesh

Funded by: "Partners in Sustainable Development (PSDI) of USA, Donation from LACIM, France, Donation from MISEREOR, Germany and kind donation from FMSC through Partners in Sustainable Development (PSDI) of USA"

For the period of: January 01, 2021 to December 31, 2021

TABLE OF CONTENTS

SL.NO	PARTICULARS	PAGE NO.
1	Independent Auditors' Report	1-3
2	Statement of Financial Position	4 - 4
3	Statement of Comprehensive Income	5 - 5
4	Statement of Receipts and Payments	6 - 6
5	Statement of Changes in Equity	7 - 7
6	Statement of Cash Flows	8 - 8
7	Notes to the Financial Statements	9 - 18
8	Fixed Assets Schedule	19-19
9	Schedule of donation in kind (Medicine)	20-20
10	FORM FD-4 Certificate	21-21
11	Notes to the FD-4	22-22
12	Report as per TOR of NGOAB	23-38
13	BUDGET VARIANCE (Annexure A/1)	39- 40
14	Schedule of VAT and Tax	41- 43



INDEPENDENT AUDITORS' REPORT

To
**The Governing Body of
Poverty Eradication Program (PEP)**

Report on the Audited financial statements

Opinion

We have audited the consolidated financial statements of **INTEGRATED DEVELOPMENT PROJECT (IDP)** implemented by **Poverty Eradication Program (PEP)** which comprise the statement of financial position as at 31 December 2021, and the Statement of Comprehensive Income, the Statement Receipts and Payments Statement, Statement of Changes in Equity for the year then ended and notes to the financial statements, including a summary of significant accounting policies and other explanatory notes.

In our opinion, accompanying Financial Statements present fairly, in all material respects of the financial position of **INTEGRATED DEVELOPMENT PROJECT (IDP)** implemented by **"Poverty Eradication Program (PEP)"** as at 31st December, 2021 and its financial performance for the year then ended in accordance with Generally Accepted Accounting Principles (GAAP).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs-IFAC and INTOSAI). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) and we have fulfilled our other ethical responsibilities in accordance with the IESBA Code and the Institute of Chartered Accountants of Bangladesh (ICAB) Bye Laws. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements and Internal Controls

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRSs and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with International Standard on Auditing (ISAs-IFAC and INTOSAI), we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the project's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the project's or activities within the institute to express an opinion on the financial statements. We are responsible for audit opinion.



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

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence and where applicable, related safeguards

Report on other Legal and Regulatory Requirements

Poverty Eradication Program (PEP) has obtained approval on 27th January 1988, renewed up to 26th January 2028 from the NGO affairs Bureau.

- (i) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
- (ii) in our opinion, proper books of account as required by law have been kept by the organization so far as it appeared from our examination of those books;
- (iii) the statement of financial position and statement of comprehensive income dealt with the by the report are in agreement with the books of account; and
- (iv) The expenditures incurred were for the purpose of the organization's project activities.

Place: Dhaka

Date : 17 August 2022



S M Rafique & Co.
Chartered Accountants
S. M. Rafiqul Islam FCA, CISA
Membership # 867
DVC # 2208170867AS722584



INTEGRATED DEVELOPMENT PROJECT (IDP)

A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA
Statement of Financial Position
 As at December 31, 2021

	Notes	Amount in Taka	
		31.12.2021	31.12.2020
ASSETS:			
Non-current Assets:			
Property Plant and Equipment	3.00	3,650,652	3,861,435
		19,452,436	16,550,240
Current Assets:			
Inventory	4.00	-	3,000,000
Advance Prepayment	5.00	1,617,397	1,252,510
Cash & Cash Equivalents	6.00	17,835,039	12,297,730
Total Assets		23,103,088	20,411,675
Funds & Liabilities:			
Funds			
Capital fund	7.00	1,845,264	1,609,859
Unspent donor fund	8.00	17,538,209	14,897,242
Fixed assets acquisition fund	9.00	3,650,651	3,861,434
		68,964	43,140
Liabilities			
Accounts payable	10.00	68,964	43,140
Total Fund and Liabilities		23,103,088	20,411,675

The annexed notes form an integral part of this Statement of Financial Position.

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


 Dipo Rani Mondal
 Senior Accounts Officer
 Senior Accounts Officer (PEP)
 POVERTY ERADICATION PROGRAM (PEP)


 S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)
 Executive Director
 POVERTY ERADICATION PROGRAM (PEP)

Dated: Dhaka
 August 17, 2022




 S M Rafique & Co.
 Chartered Accountants
 S. M. Rafiqul Islam FCA, CISA
 Membership # 867
 DVC #2208170867AS722584

INTEGRATED DEVELOPMENT PROJECT (IDP)

A Project of

POVERTY ERADICATION PROGRAM (PEP)

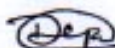
MOHAMMADPUR, DHAKA

Statement of Income & Expenditure

for the year ended December 31, 2021

	Notes	Amount in Taka	
		31.12.2021	31.12.2020
Income			
Foreign Donation (Utilization)	13.00	26,243,275	28,957,086
Local Donation	14.00	1,641,522	1,366,060
Interest Income	15.00	63,538	101,183
Fees collection from patient		171,867	119,312
Total Income		28,120,202	30,543,641
Expenditure			
Economic Activities	16.00	9,409,317	6,374,066
Social Activities	17.00	16,450,363	20,222,637
Administrative Expenses	18.00	2,025,117	3,726,443
Total Expenditure		27,884,797	30,323,146
Excess of Income over Expenditure:		235,405	220,495
Total		28,120,202	30,543,641

The annexed notes form an integral part of this Statement of Income & Expenditure.



Dipo Rani Mondal
 Senior Accounts Officer
 Poverty Eradication Program (PEP)
 Senior Accounts Officer
 POVERTY ERADICATION PROGRAM (PEP)



S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)
 Executive Director
 POVERTY ERADICATION PROGRAM (PEP)

Dated: Dhaka
 August 17, 2022





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INTEGRATED DEVELOPMENT PROJECT (IDP)

A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA

Statement of Receipts & Payments
 for the year ended December 31, 2021

	Notes	Amount in Taka	
		31.12.2021	31.12.2020
RECEIPTS:			
Opening Balance:		12,297,730	10,702,130
Cash in Hand		229,199	187,382
Cash at Bank		12,068,531	10,514,748
Foreign Donation	12.00	28,884,242	24,210,370
Local Donation	14.00	1,641,522	1,366,060
Fees collection from patient		171,867	119,312
Interest Income		63,538	101,183
Advance Realize/ Adjustment		8,802,937	4,181,846
Total Receipts		51,861,836	40,680,901
PAYMENTS			
Economic Activities		9,409,317	6,374,066
Social Activities		13,450,363	12,963,537
Salary & Allowances		1,344,063	2,592,435
Other Administrative Expenses		279,410	600,159
Project Input Cost		87,983	48,732
Contingency		251,387	448,667
Advance paid		9,167,824	5,339,343
Temporary loan refund		-	-
Accounts Payable paid		36,450	16,232
Total Payments		34,026,797	28,383,171
Closing Balance		17,835,039	12,297,730
Cash in Hand		125,323	229,199
Cash at Bank		17,709,716	12,068,531
Total		51,861,836	40,680,901

The annexed notes form an integral part of this Statement of Receipts and Payments.


Dipo Rani Mondal
 Senior Accounts Officer
 Poverty Eradication Program (PEP)
 Senior Accounts Officer
 POVERTY ERADICATION PROGRAM (PEP)


S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)
 POVERTY ERADICATION PROGRAM (PEP)

Dated: Dhaka
August 17, 2022




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INTEGRATED DEVELOPMENT PROJECT (IDP)
 A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA
 Statement of Changes in Equity
 as at 31 December 2021

Particulars	Amount in BDT	
	31-Dec-21	31-Dec-20
Opening Balance	1,609,859	1,389,364
Excess of Income over Expenditure Transferred during the year	235,405	220,495
Closing Balance	1,845,264	1,609,859


 Dipo Rani Mondal
 Senior Accounts Officer
 Poverty Eradication Program (PEP)
 Senior Accounts Officer
 POVERTY ERADICATION PROGRAM (PEP)


 S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)
 Executive Director
 POVERTY ERADICATION PROGRAM (PEP)

Dated: Dhaka
 August 17, 2022


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INTEGRATED DEVELOPMENT PROJECT (IDP)

A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA

Statement of Cash Flows
 as at 31 December 2021


Particulars	Amount in BDT	Amount in BDT
	31-Dec-21	31-Dec-20
Cash Flow from Operating Activities:		
Net profit / (loss) for the year	235,405	220,495
Add : Non-cash expenses		
Depreciation	210,783	225,166
(Increase)/Decrease in Stock & Store	3,000,000	7,259,100
(Increase)/Decrease Advance & Prepayments	(364,887)	(1,157,497)
Increase/(Decrease) in Advance	-	-
Increase/(Decrease) in Accounts Payable	25,824	20,218
A: Net cash generated From Operating Activities	3,107,125	6,567,482
Cash flow from Investing Activities:		
Purchase of Fixed Asset	-	-
Fixed assets acquisition fund	(210,783)	(225,166)
B: Net cash generated From Investing Activities	(210,783)	(225,166)
Cash flow from Financing Activities:		
Unspent donor fund	2,640,967	(4,746,716)
C: Net cash generated From Financing Activities	2,640,967	(4,746,716)
Net Cash flow /Out flow (A+B+C)	5,537,309	1,595,600
Cash in Hand & Bank at the Beginning of the year	12,297,730	10,702,130
Cash in Hand & Bank at the end of the year	17,835,039	12,297,730


 Dipo Rani Mondal
 Senior Accounts Officer
 Poverty Eradication Program (PEP)
 Senior Accounts Officer
 POVERTY ERADICATION PROGRAM (PEP)


 S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)
 Executive Director
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Dated: Dhaka
 August 17, 2022




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INTEGRATED DEVELOPMENT PROJECT (IDP)
A Project of
POVERTY ERADICATION PROGRAM (PEP)
MOHAMMADPUR, DHAKA
Notes to the Financial Statements
for the year ended 31 December 2021

1.00 BACKGROUND OF THE ORGANIZATION

1.01 Legal Formation

POVERTY ERADICATION PROGRAM (PEP) is a wholly non-political, voluntary, community development and non-government organization. The organization is committed to motivate, aware, assist in economic and financial development of the poor and uplift of neglected, distressed and vulnerable people of the society. Poverty Eradication Program (PEP) is registered with the NGO Affairs Bureau, Government of The Peoples Republic of Bangladesh bearing registration no. 257, dated 27 January 1988 and renewal date is April 22, 2018.

1.02 Registered Address & Duration of the project

Registered office of Poverty Eradication Program (PEP) which is its current name. The address is House # 1/9, Block-E, Kazi Nazrul Islam Road, Mohammadpur, Dhaka-1207. The previous name of this organization was Institute of Integrated Rural Development (IIRD) and the address was House # 27/C, Block-E, Asad Avenue, Mohammadpur, Dhaka-1207. Current project period is 5 (five) years from 01 January 2019 to 31 December 2023.

1.03 Title of the Project:

The title of the project is "Integrated Development Project (IDP)". The locations of the project are (01) Dhunot Integrated Development Project (DIDP) under Bogra district (02) Sherpur Integrated Development Project (SIDP) under Bogra district (03) Netrokona Integrated Development Project (NIDP) under Netrokona district (04) Kachua Integrated Development Project (KIDP) Chandpur district and (05) Nikli Integrated Development Project (Nikli IDP) under Kishoregonj district. In total located in 9 (nine) upazilas under 4 Districts.

1.04 Nature of the Activities

- i) To improve the financial position of poor people and develop them as producer and investor so as to improve the village economy.
- ii) To make a model of Poverty Eradication based on upazila.
- iii) To make a model for eradication of poverty taking into consideration of the government policy as per five-year development program.
- iv) To work for 57,437 poor families of 83 unions, 9 (nine) upazilas under 4 Districts to eradicate poverty.
- v) Socio Economic Development Activities.



2.00 SIGNIFICANT ACCOUNTING POLICIES

2.01 Basis of preparation of the Financial Statements

The Financial Statements have been drawn up on accrual basis accounting.

2.02 Fixed Assets

Fixed assets stated in the financial position have been calculated as per cost less accumulated depreciation basis.

2.03 Depreciation

Depreciation on fixed assets is charged on yearly basis (01 January 2021 to 31 December 2021). Depreciation is charged on fixed assets using "Reducing Balance Method". The rate of depreciation varies from 10% to 20% based on their usefulness and nature of the assets. Depreciation on addition to fixed assets is charged for the full year.

2.04 Accounting for Funds

Funds are recognized as income in accordance with Bangladesh Accounting Standards. (BAS)

2.05 Accounting Period

Accounting period of the project for 01 January 2021 to 31 December 2021.

2.06 General

Figures have been rounded off to the nearest Taka.

2.07 Capital Fund

The Capital Fund has been made by accumulated excess of income over expenditure other than foreign donation and local donation.

2.08 Inventory

The inventory has been valued at cost or net realizable value (NRV) whichever is lower.

2.09 Executive committee:

List of Executive committee are given below:

SL.No.	Name	Address	Designation
1	Dr. M. G. Neogi	House# 4/C (2nd Floor), Road# 78, Sector# 9, Uttara Model Town, Dhaka-1230.	Chairman
2	Md. Abdus Samad	Vil: Soyar Gati, PO# Thakurkona, PS & District# Netrokona.	Treasurer
3	Dulal Chandra Sarkar	Vil: Meghdhair, PO# Palakhal, PS# Kochua, District# Chandpur.	Member
4	Dr. Md. Rezaul Korim	H# 06, Rd# 03, Mirpur-10, Dhaka.	Member
5	Zeba Afroza	Vil: Fakirpara, PO# Thakurgaon, PS# Thakurgaon Sadar, District# Thakurgaon.	Member
6	Dr. Sharmin Hoque	H# 81, Rd# 03, Mohammadia Housing Ltd. Mohammadpur, Dhaka - 1207.	Member
7	Advocate Md. Shahjahan Ali	Vil: Shoilmani, PO# Dhunot, PS# Dhunot, District# Bogura.	Member
8	Afrin mortaza	H# 1/14/B, R Shikder Realstate, Zigatala, Hajariabag, Dhaka.	Member
9	S. M. Mujibur Rahman	Vil: Arangabad, PO# Kailati, PS# Netrokona, District# Netrokona.	Member Secretary

Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
3.00	Property Plant and Equipment		
	Cost:		
	Opening Balance as on January 01, 2021	5,477,318	5,477,318
	Add : Addition during the year	-	-
		<u>5,477,318</u>	<u>5,477,318</u>
	Less: Disposal during the year	-	-
	Closing Balance as on December 31, 2021.	<u>5,477,318</u>	<u>5,477,318</u>
	Accumulated Depreciation		
	Opening Balance as on January 01, 2021.	1,615,884	1,390,718
	Add: Charged during the year	210,783	225,166
		<u>1,826,667</u>	<u>1,615,884</u>
		-	-
	Closing Balance as on December 31, 2021.	<u>1,826,667</u>	<u>1,615,884</u>
	Written Down Value	<u>3,650,652</u>	<u>3,861,435</u>
	Details in <i>Annexure-A: Fixed Assets Schedule</i>		
4.00	Inventory:		
	Opening Balance as on January 01, 2021.	3,000,000	10,259,100
	Add: Addition during the year	-	0
	Less: Utilization during the year	<u>(3,000,000)</u>	<u>(7,259,100)</u>
	Closing Balance as on December 31, 2021.	<u>-</u>	<u>3,000,000</u>
5.00	Advance and Prepayments :		
	Opening Balance as on January 01, 2021.	1,252,510	95,013
	Add: Paid during the year	9,167,824	5,339,343
	Less: Adjustment during the year	<u>(8,802,937)</u>	<u>(4,181,846)</u>
	Closing Balance as on December 31, 2021.	<u>1,617,397</u>	<u>1,252,510</u>
	The advance paid to staffs against expenses.		



Notes No.	Particulars	Amount in Taka:	
		31.12.2021	31.12.2020
6.00	Cash & Cash Equivalent:		
	Cash in Hand	125,323	229,199
	Cash at Bank (Note # 6.01)	17,709,716	12,068,531
		17,835,039	12,297,730
6.01	Bank Details:		
	Liaison Office (SIBL, Dhanmondi Branch, Dhaka, A/c-0211330009371)	793,232	587,497
	Liaison Office (SIBL, Dhanmondi Branch, Dhaka, A/c-0211360000971)	219,808	302,996
	Liaison Office (PBL, SMR Branch, Dhaka, A/c-12731040035661)	7,981	12,014
	Liaison Office (PBL, SMR Branch, Dhaka, A/c-2127313016240)	15,498,010	10,706,264
	Sherpur Branch, Bogra (Jamuna Bank Ltd., A/c-0058-0320000317)	395,973	124,622
	Kochua Branch, Chandpur (Janata Bank Ltd. A/c-1011002857	47,128	19,247
	Dhunot Branch, Bogra (Sonali Bank Ltd., Savings A/c-0610100054106	1,816	39,114
	Nikli Branch, Kishorgonj (Sonali Bank Ltd., A/c-33000694)	69,311	154,465
	Netrokona Branch, Netrokona:		
	Agrani Bank Ltd., Saving A/c-0200001446139	632,218	108,569
	Agrani Bank Ltd., Saving A/c-0200007833358	16,439	10,931
	Sonali Bank Ltd., STD A/c-110000530	24,878	1,144
	Islami Bank Bangladesh Ltd. A/c n0 -16420	2,922	1,668
		17,709,716	12,068,531
7.00	Capital Fund:		
	Opening Balance as on January 01, 2020.	1,609,859	1,389,364
	Add: Income over Expenditure during the year	235,405	220,495
	Closing Balance as on December 31, 2020.	1,845,264	1,609,859



Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
8.00	Unspent Donor Fund:		
	Opening Balance as on January 01, 2021.		
	In cash	11,897,242	9,384,858
	In Kind	3,000,000	10,259,100
	Add: Received in cash during the year	28,884,242	24,210,370
	Add: Received in kind during the year	-	-
		43,781,484	43,854,328
	Less: Grant Utilized (In Cash)	(23,243,275)	(21,697,986)
	Less: Fixed Assets Acquisition (In cash)	-	-
	Less: Grant Utilized in Kind	(3,000,000)	(7,259,100)
		-	-
	Closing Balance as on December 31, 2021.	17,538,209	14,897,242
	Name of Unutilized Donor Fund is given below:		
	Donation in Cash PSDI, USA	15,323,187	11,316,554
	Donation in Cash NABIC, USA	-	-
	Donation in Cash LACIM, France	1,261,828	564,820
	Donation in Cash MISEREOR, Germany	953,194	15,868
	Donation in Kind PSDI, USA	-	3,000,000
		17,538,209	14,897,242
9.00	Fixed Assets Acquisition Fund:		
	Opening Balance as on January 01, 2021.	3,861,434	4,086,600
	Add: Acquisition during the year	-	-
	Less: Adjusted Depreciation	210,783	225,166
	Closing Balance as on December 31, 2021.	3,650,651	3,861,434
10.00	Accounts Payable:		
	Opening Balance as on January 01, 2021.	43,140	22,922
	Payable for audit fee (Including VAT & AIT)	57,500	34,500
	Payable for VAT	4,774	1,950
		105,414	59,372
	Less: Paid during the year	(36,450)	(16,232)
	Closing Balance as on December 31, 2021.	68,964	43,140



Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020

11.00 Foreign Donation:

During the financial period from January 01, 2021 to December 31, 2021 the organization has received a sum of Tk. 28,884,242.00 from Partners in Sustainable Development (PSDI) of USA, Donation from LACIM, France, Donation from MISEREOR, Germany, Accion Marianista, Spain, " a project of "POVERTY ERADICATION PROGRAM (PEP)" through approved Mother Account, Account No. 127-31040035-661 maintained with Prime Bank Limited, Satmosjid Road, Dhanmondi. Details are as follows:

Donation in cash:

Receiving Date	Name of the Donor	Received Amount (BDT)	Fund Released by NGO Affairs Bureau and its Memo no.	Released Amount (Taka)
08.02.2021	Donation from LACIM, France	441,173	Nothi No. 03.07.2666.661. 68.168.2018- * 1209 Dated; 02/02/2021 and 03.07.2666.664. 68.081.21-118 Dated; 28/12/2021	55,915,285
29.03.2021		479,677		
30.06.2021		461,577		
13.07.2021		34,522		
04.10.2021		384,826		
22.12.2021		446,014		
09.03.2021		Donation from MISEREOR/WUDW, Germany		
09.09.2021		1,332,641		
04.02.2021	Donation from Rahman Shama, Switzerland	121,933		
09.02.2021	Donation from PSDI, USA	3,564,862		
30.06.2021		6,717,259		
18.08.2021		1,169,728		
29.09.2021		3,919,623		
30.12.2021		6,956,003		
19.08.2021	Accion Marianista, Spain	949,791		
Total donation in cash		28,884,242		



Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
12.00	Foreign Donation Received in Cash :		
	Donation from LACIM, France	2,247,789	1,690,332
	Donation from MISEREOR, Germany	3,237,254	2,655,393
	NABIC, USA	-	-
	Accion Marianista, Spain	949,791	814,411
	Rahman Shama	121,933	-
	Donation from PSDI, USA	22,327,475	19,050,234
		<u>28,884,242</u>	<u>24,210,370</u>
13.00	Foreign Donation Utilization:		
	Foreign Donation In Cash (Note # 13.1)	23,243,275	21,697,986
	Foreign Donation In Kind (Note # 13.2)	3,000,000	7,259,100
	Foreign Donation In Fixed Assets Acquisition Fund (Note # 9.00)	-	-
		<u>26,243,275</u>	<u>28,957,086</u>
13.01	Foreign Donation Utilization In Cash:		
	Economic Activities (Note # 16.00)	9,409,317	6,374,066
	Social Activities (Note # 17.1)	13,450,363	12,963,537
	Non current assets purchase (Note 03)	-	-
	Administrative Expenses (Note # 18)	2,025,117	3,726,443
		<u>24,884,797</u>	<u>23,064,046</u>
	Less: Local Donation (Note # 14.00)	1,641,522	1,366,060
		<u>23,243,275</u>	<u>21,697,986</u>
13.02	Foreign Donation Utilization In Kind:		
	Social Activities	3,000,000	7,259,100
		<u>3,000,000</u>	<u>7,259,100</u>
14.00	Local Donation:		
	VDF	19,247	451,743
	Individuals (LO)	1,331,871	485,000
	Hospital for medicine	290,404	429,317
		<u>1,641,522</u>	<u>1,366,060</u>
15.00	Interest Income:		
	Bank Interest	63,538	101,183
		<u>63,538</u>	<u>101,183</u>



Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
16.00	Economic Activities:		
	Economic Activities in Cash (Note # 16.01)	9,409,317	6,374,066
		<u>9,409,317</u>	<u>6,374,066</u>
16.01	Economic Activities in Cash:		
	Agriculture	1,358,095	113,900
	Horticulture	95,194	-
	Tree sapling nurseries	1,500	-
	Land for the landless	573,097	155,000
	Sericulture	273,856	279,060
	Roadside plantations	100,000	377,066
	Homestead plantations	250,282	285,328
	Livestock: milk cow	400,000	106,100
	Livestock: calf	209,750	400,000
	Livestock: goats	133,800	111,300
	Chicken & ducks	46,500	400,000
	Fishery	451,823	595,331
	Disaster preparedness/relief	999,946	997,592
	Women dev. and credit	1,490,049	1,489,049
	Small Business	298,881	300,000
	Transportation	300,000	-
	Cottage industries	300,000	240,000
	Small industries	850,000	28,800
	Twin village assistance	1,276,544	495,540
		<u>9,409,317</u>	<u>6,374,066</u>
17.00	Social Activities:		
	Social Activities in Cash (Note # 17.01)	13,450,363	12,963,537
	Social Activities in Kind (Note # 17.02)	3,000,000	7,259,100
		<u>16,450,363</u>	<u>20,222,637</u>
17.01	Social Activities in Cash:		
	Training	138,975	257,953
	Sanitation distribution	396,590	-
	Tubewells instalation, General	120,000	4,510
	Tubewells instalation, Arsenic free	9,800	107,800
	Food assistance	18,000	300,000
	Health & Nutrition	670,993	719,413
	Hospital Operation	777,484	1,425,903
	New Housing and repair	619,030	228,933
	CDC with nutrition	6,575,589	5,776,086
	Other education help	309,918	174,917
	Infrastructure: Homestead raising	186,289	140,000
	Fund raising and planning	884,251	1,462,904
	Staff development	752,522	452,220
	Street childrens support	692,763	698,287
	Volunteers Fooding & lodging & others	1,298,159	1,214,611
		<u>13,450,363</u>	<u>12,963,537</u>

Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
17.02	Social Activities in Kind:		
	Health & Nutrition	3,000,000	7,259,100
		<u>3,000,000</u>	<u>7,259,100</u>
18.00	Administrative Expenses:		
	Salary & Allowances (Note # 18.01)	1,344,063	2,592,435
	Other Administrative Exp. (Note # 18.02)	279,410	600,159
	Project Input Cost (Note # 18.03)	149,313	83,918
	Contingency (Note # 18.04)	252,331	449,931
		<u>2,025,117</u>	<u>3,726,443</u>
18.01	Salary and Allowances:		
	Manager (Liaison Office)	850,437	1,298,344
	Accountant	143,451	354,512
	Senior Field Co ordinator/ DFC	68,269	97,795
	Field Co ordinator	59,075	194,297
	Union Co ordinator	45,409	197,287
	Unit & Program Social Worker	154,729	295,483
	Day Night Guard	1,000	26,200
	Cook	21,693	128,517
		<u>1,344,063</u>	<u>2,592,435</u>
18.02	Other Administrative Expenses:		
	Office Rent	232,500	451,950
	Utilities	7,273	58,955
	Travelling or Daily Conveyance	39,637	89,254
	Total shown in Statement of Receipt and Payment	<u>279,410</u>	<u>600,159</u>
	Provisional Expenses	-	-
	Total shown in Income & Expenditure	<u>279,410</u>	<u>600,159</u>
18.03	Project Input Cost:		
	Printing & Stationery	25,532	4,571
	Monitoring and evaluation	2,381	
	Legal expenses	14,350	
	Audit Fee	-	40,000
	Bank Charge	45,720	4,161
	Customs duty vat & tax	-	-
	Total shown in Statement of Receipt and Payment	<u>87,963</u>	<u>48,732</u>
	Provisional Expenses		
	Printing and stationery for VAT	3,830	686
	Audit Fee	57,500	34,500
	Total shown in Income & Expenditure	<u>149,313</u>	<u>83,918</u>

Notes No.	Particulars	Amount in Taka	
		31.12.2021	31.12.2020
18.04	Contingency:		
	Vehicles registration, Insurance and Tax	3,098	32,542
	Fuel & Lubricant	992	7,564
	Advertisement for recruitment	10,145	
	Repair & maintenance	17,880	17,713
	Postage & Stamp	330	5,577
	Telephone & Internet Bill	587	6,242
	Office Maintenance	108,953	219,584
	Logistics materials	2,680	33,253
	Entertainment	106,722	126,192
	Depreciation on Fixed Asset	-	-
	Total shown in Statement of Receipt and Payment	251,387	448,667
	Provisional Expenses		
	Fuel & Lubricant (VAT)	50	378
	Repair & maintenance (VAT)	894	886
	Total shown in Income & Expenditure	252,331	449,931



INTEGRATED DEVELOPMENT PROJECT (IDP)
 A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA
Fixed Assets Schedule
 for the year ended 31 December 2021

Category of Assets	COST				DEPRECIATION				Written Down Value as on 31.12.2021	
	Opening Balance as on 01.01.2021	Addition during the year	Adjustment during the year	Balance as on 31.12.2021	Rate	Opening Balance as on 01.01.2021	Charged during the year	Adjustment during the year		Balance as on 31.12.2021
Hospital (Building)	5,010,550	-	-	5,010,550	5%	1,327,336	184,161	-	1,511,496	3,499,054
Ice cream Processing Equipment's	430,858	-	-	430,858	15%	268,360	24,375	-	292,734	138,124
Office Equipment	-	-	-	-	20%	-	-	-	-	-
BI-Cycle	4,200	-	-	4,200	20%	3,319	176	-	3,495	705
Laptop	26,460	-	-	26,460	15%	14,720	1,761	-	16,481	9,979
Furniture	5,250	-	-	5,250	10%	2,150	310	-	2,460	2,790
Total	5,477,318	-	-	5,477,318		1,615,884	210,783	-	1,826,667	3,650,652



INTEGRATED DEVELOPMENT PROJECT (IDP)
 A Project of
Poverty Eradication Program (PEP)
 Schedule of donation in kind (medicine)
 Provided by Vitamin Angels
 For the year ended 31 December 2021

Annexure-B

SL #	Particulars	Opening balance			Receive during the year			Available for utilization			Distribution			Closing balance			
		Qty	Rate	Total TK	Qty	Rate	Total TK	Qty	Rate	Total TK	Qty	Rate	Total TK	Qty	Rate	Total TK	
1	Vitamin-A 100,000 IU capsules	0	8	-	-	8	-	-	8	0	8	-	-	-	8	-	-
2	Vitamin-A 200,000 IU capsules	0	10	-	-	10	-	-	10	0	10	-	-	-	10	-	-
3	Albendazole tablets	0	5	-	-	5	-	-	5	0	5	-	-	-	5	-	-
4	Multivitamin (for pregnant and nursing mothers)	600000	5	3,000,000	-	5	-	600,000	5	600000	3,000,000	-	-	-	5	-	-
	Total			3,000,000			-				3,000,000						-



FORM FD-4

CERTIFICATE TO BE GIVEN BY THE AUDITORS

We have audited the accounts of " **INTEGRATED DEVELOPMENT PROJECT (IDP)** " a project of " **POVERTY ERADICATION PROGRAM (PEP)** " funded by " **Partners in Sustainable Development (PSDI) of USA, Donation from LACIM, France, Donation from MISEREOR, Germany and kind donation from FMSC through Partners in Sustainable Development (PSDI) of USA** " and located at House # 1/9, Block-E, Kazi Nazrul Islam Road, Mohammadpur, Dhaka-1207, Bangladesh. Registered with NGO Affairs Bureau, Vide Registration No.257, dated 27 October 1988 and renewal date is January 27, 2018 for the period from January 01, 2021 to December 31, 2021. and examined all the relevant books and vouchers and we certify that according to the audited accounts:

1. The brought forward Foreign Donations at the beginning of the year was in cash Tk 11,897,242.00 and in kind of Tk 3,000,000.00
2. The Foreign Donations amounting to Tk. 28,884,242.00 were received by the organization for the aforesaid project during the year from January 1, 2021 to December 31, 2021.
3. The balance of unutilized foreign donations by the Organization as on 31 December 2021 was Tk 17,538,209.00
4. Foreign Donations amounting to Tk. 23,243,275.00 in cash and in kind of TK. 3,000,000.00 have been utilized for the following purposes as per (Annexure A/1).

Head of the expenditure	Amount as per approved budget	Amount actually spent		Difference if any, with reasons
		Foreign including Value of Kind	Local	
(As per Annexure A/1 of the project Proforma)	63,415,285	26,243,275	1,641,522	37,172,010

5. Certified that the organization has maintained the accounts of Foreign Donations and records relating thereto in the manner specified in section 9 and 12 of the Foreign Donation (Voluntary Activities) Regulations Act 2016.
6. This information furnished above is correct and checked by us.

Dated: Dhaka
17-Aug-22


S M Rafique & Co.
 Chartered Accountants
 S. M. Rafiqul Islam FCA, CISA
 Membership # 867
 DVC #2208170867AS722584



INTEGRATED DEVELOPMENT PROJECT (IDP)
A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MOHAMMADPUR, DHAKA
Notes to the FD-4
For the period from January 01, 2021 to December 31, 2021

Particulars	Amount in BDT		
	Donation in cash	Donation in kind	Total
The brought forward foreign donations at the beginning of the year	11,897,242	3,000,000	14,897,242
Add: Foreign donations Received during the year	28,884,242	-	28,884,242
	40,781,484	3,000,000	43,781,484
Less:			
Total expenditure (As per Annexure-A/1)	24,884,797	3,000,000	27,884,797
Add: Expenditure from local donation	(1,641,522)	-	(1,641,522)
Total Grant expenditure (As per Annexure-A/1)	23,243,275	3,000,000	26,243,275
Balance of Unutilized foreign donations	17,538,209	-	17,538,209
Less: Advance paid	(1,617,397)	-	(1,617,397)
Add: Capital Fund	1,845,264	-	1,845,264
Add: Provisional expenses	68,964	-	68,964
Less: Closing balance of donation in kind	-	-	-
Closing Cash & Bank Balance	17,835,040	-	17,835,040



**PARTICULARS REQUIRED BY NGO AFFAIRS BUREAU GOVERNMENT OF THE
PEOPLE'S REPUBLIC OF BANGLADESH**

In addition to our Auditors' Report, we also report as follows, on specific points required by NGO Affairs Bureau, vide their Circular No. Memo No. 03.07.2666.657.43.253.17-619, Dated: 31 January 2022. This report is made on the basis of our examination of the books of accounts and records of the concerned NGO.

1.00 TOR-1: RESPONSIBILITY AND INDEPENDENCY OF AUDITORS:

1.01 Requirements:

In course of audit of NGOs, the audit firm should perform their duties with utmost responsibility remaining fully independent.

1.02 Compliance:

We have conducted the audit in accordance with International Standards on Accounting (ISA) and disposed of our obligations with utmost responsibility remaining fully independent.

**2.00 TOR-2: COMPLIANCE OF RULES AND REGULATIONS ENACTED FOR THE
NGO'S & THE TERMS AND CONDITIONS RELATING TO PROJECT APPROVAL:**

2.01 Requirements:

The audit firm should conduct the audit of NGOs keeping in view whether the project has been implemented in compliance with the following rules and regulations enacted for the NGOs and the terms and conditions relating to project approval.

- The Foreign Donation (Voluntary Activities) Regulation Act, 2016;
- The Foreign Donation (Voluntary Activities) Regulation Rules, 2016;
- The Foreign Contributions (Regulation) Act, 2016;
- Working procedures contained in Circular (Paripatra) No. 33.43.27.00.00.01.2000-107 issued by the office of the Prime Minister dated 29 May, 2001 (if applicable);
- FD-6, FD-7 and FD-J related to project approval (where project's objectives, aim and budgets are stated in details; and
- Terms and Conditions relating to project approval. G26

2.02 Compliance:

In course of our audit we observed from our test verification that the NGO has followed the rules and regulations enacted for the NGOs as applicable and the project has been implemented and the expenditure have been incurred in accordance with the provisions of FD-6 referred in Annexure A/1 and the terms and conditions contained in the project approval.

3.00 TOR-3: AUDIT CERTIFICATION IN FORM FD-4 AND ANNEXURE – A/1:

3.01 Requirements:

The audit firm, along with their audit report, should issue audit certificate as per format FD-4 and Annexure A/1 attached thereto prescribed by NGO Affairs Bureau, relating to foreign donation received and expenditure incurred. All the information in FD-4 should be cash basis not on accrual basis. That means there should not be any negative amount or receivable against foreign donations. In case of writing the amount in FD-4 against approved budget, the actual expenditure and variance between the two, total amounts in taka should be shown. The details of this viz. head-wise budget, actual expenditure, variances and reasons of variances should be disclosed in Annexure-A/1. The heads/sub-heads in Annexure-A/1 and budget provisions there-against should be stated as per approved project.

3.02 Compliance:

Format FD-4 and Annexure- A/1 As prescribed by NGO Affairs Bureau in respect of foreign donations have been prepared and enclosed herewith and the audit certificate has been issued accordingly. From FD-4 and Annexure-A/ have been prepared on cash basis and negative balance or receivable against foreign donation has not been shown in FD-4. The heads/sub-heads in annexure-A/1 and budget provisions there-against have been stated as per approved project.

4.00 TOR-4: PROJECT –WISE AUDIT REPORT FOR EACH PROJECT YEAR:

4.01 Requirements:

Audit report should be prepared for the project covering the project year/period. If there is any local income/grant related to the project should have to be shown separately.

4.02 Compliance:

Audit report has been prepared for this project covering the project period from 1st January 2021 to 31st December 2021 and local income has been shown separately in receipts and payments.

5.00 TOR-5: SUMMARIZED GOALS, OBJECTIVES AND MAIN ACTIVITIES OF THE PROJECT:

5.01 Requirements:

The summarized goals, objectives and main activities of the project should have to be mentioned in the audit report. Name of the project, memo number and date of the project approved by the Bureau, location of the project, duration of the project, total project costs and the project year should have to be mentioned clearly.

5.02 Compliance:

Main Objective:

To Eradicate Poverty.

Specific Objective:

- i) To improve the financial position of poor people and develop them as producer and investor so as to improve the village economy.
- ii) To make a model of Poverty Eradication based on upazila.
- iii) To make a model for eradication of poverty taking into consideration of the government policy as per five-year development program.
- iv) To work for 57,407 poor families of 83 unions, 9 (nine) upazilas under 4 Districts to eradicate poverty.
- v) Socio Economic Development Activities.

Overall Objectives:

a	About the project	About the project in brief are described in note 1.02 -1.04 in the financial statements.
b	Objectives, goals & main activities of the Project	Project objectives, goals & main activities in brief are described in note 1.04 in the financial statements.
c	Name of the Project	“INTEGRATED DEVELOPMENT PROJECT (IDP)”
d	Total Project Period	1 st January 2019 to 31 st December 2023 (5 Years)
e	Project Approval Memo No, Date & Amount	03.07.2666.665.68.168.18-016, Dated: 6 th January 2019 (Project Approval) Amount: 334,968,023.00
	Fund Clearance Memo No & Date	03.07.2666.661.68.168.2018-1209 Dated; 02/02/2021 and 03.07.2666.664.68.081.21-118 Dated; 28/12/2021.
	Fund Clearance amount with Installment.	BDT. 5,59,15,285.00
	Total Fund Received during the reporting year.	Total: Tk. 2,88,84,242.00
	Whether foreign donation credited to mother account before fund clearance?	No.
	Audit year/period	(12 months) 1 st January 2021 to 31 st December 2021
	Project Area	District
		Upazila/Thana
		Netrokona
		Netrokona Sadar and Barhatta
		Bogura
		Sherpur, Dhonot and Nandigram
		Chandpur
		Kachua and Motlab South
		Kishoregonj
		Nikli and Austogram
	No of beneficiaries	Directly 57,407 people and Indirectly 287,185 people.
	Appointment Date of Audit	19/05/2022

6.00 TOR-6: FINANCIAL STATEMENTS:

6.01 Requirements:

Balance Sheet, Income & Expenditure Account and Receipts & Payments Account should be the integral part of the audit report and the NGO authority should sign all these financial statements. If, in any case Balance Sheet is not required, due explanation should have to be given. Whether, the Receipts & Payments Account is prepared in accordance with the heads of accounts maintained in the ledger book of the NGOs or not has to be ensured. Notes showing the detailed break-up of the expenditures under the consolidated heads of accounts (such as Contingency and Others) should have to be attached.

6.02 Compliance:

Balance Sheet, Statement of Income and Expenditure and statement of receipts and payments Account have been prepared and attached with the audit report and the NGO authority has duly signed the same. The Receipts and Payments Account has been prepared in accordance with heads of accounts maintained in the ledger book of the NGO. Notes showing the detailed breakup of the expenditures under the consolidated head of accounts have been attached herewith wherever found necessary.

7.00 TOR-7: AUTHENTICATION AND SEQUENCE OF THE AUDIT REPORT:

7.01 Requirements:

The competent authority of the audit firm should initial in each page (page number should have to be given) of the audit report and invariably there should be common seal. But, in the audit report at the beginning, Balance Sheet, account statements, FD-4 certificate and report as per TOR the auditor must give full signature; full name and designation of the FCA/ACA should have to be given below the full signature of the auditor.

In case of audit reports for the NGOs the following sequence should have to be maintained:

First Part:

Auditors' report containing scope, opinion, etc.; Balance Sheet; Statement of Income & Expenditure; Statement of Receipts & Payments; Notes to the Financial Statements; Schedule/Appendix/Others.

Second Part:

FD-4 Certificate; Annexure-A/1; Notes to FD-4 (if any); Report as per TOR of NGO Affairs Bureau (the Conditions of TOR should have to be followed as it is)

7.02 Compliance:

The audit report has been duly prepared, signed and the common seal of the firm has been affixed as per provisions of the Terms of Reference.

8.00 TOR-8: REPORT ABOUT EARLIER YEAR'S AUDIT:

8.01 Requirements:

Yes we have confirmed the previous year's audit report was duly submitted to NGOAB.

8.02 Compliance:

IDP is a multiple year project and the audit is 3rd year i.e. 1st January 2021 to 31st December 2021.

9.00 TOR-9: SUBMISSION OF AUDIT REPORT TO NGO AFFAIRS BUREAU:

9.01 Requirements:

The audit firm on completion of the audit, should forward one copy of the audit report in a sealed cover directly to the Deputy Director (Inspection & Audit), NGO Affairs Bureau, Dhaka. It may be mentioned here that, the audit report in particular directly submitted to Inspection & Audit Section of the Bureau shall be verified.

9.02 Compliance:

One copy of the audit report is being forwarded directly to the Deputy Director (Inspection and Audit), NGO Affairs Bureau, and Dhaka.

10.00 TOR-10: REGISTRATION AND LAST RENEWAL OF THE NGO:

10.01 Requirements:

The number of first registration of the concerned organization (NGO) with NGO Affairs Bureau along with the date of registration and the date of last renewal should have to be mentioned.

10.02 Compliance:

The particulars of registration of the concerned organization (NGO) with NGO Affairs Bureau, Government of the People's Republic of Bangladesh is given below:

Registration Number:	257
Date of Registration:	27.01.1988
Last renewal date:	21.01.2018
Renewal up to	26.01.2028

11.00 TOR-11: RECEIPT OF FOREIGN DONATIONS IN A SINGLE BANK ACCOUNT:

11.01 Requirements:

As per provision of Rule-9 of The Foreign Donation (Voluntary Activities) Act, 2016 the NGO is supposed to deposit all foreign donations received in a single bank account. As per provisions of that Rule whether the NGO has received all the foreign donations through a single bank account or not ; or, if the NGO received the foreign donations in different bank accounts deviating the provision of the that Rule the name of bank, account number and amount received should have to be mentioned in the audit report.

11.02 Compliance:

The NGO as per provisions of Section 9 of the Foreign Donations (Voluntary Activities) Regulation Act, 2016 has received all the foreign donations through a single bank account.

12.00 TOR-12: PARTICULARS OF BANK ACCOUNTS:

12.01 Requirements:

Bank account number approved by NGO Affairs Bureau to receive foreign donations (Mother bank account), name of the bank and branch, amount of donation received during the project year with date, and name of donor should have to be mentioned in the audit report. Related project bank account number, name of the bank and branch, bank balances should have to be mentioned. Reconciliation of mother account and project bank account should have to be done and whether the same is in order should have to be mentioned.

12.02 Compliance:

Detailed description of both mother account and project bank accounts along with name of the bank and branch, amount of donation received and name of the donor is given below:

Mother Account: POVERTY ERADICATION PROGRAM (PEP)	
1. Name of the bank:	Prime Bank Ltd.
2. Name of branch:	Satmasjid Road, Dhanmondi,
3. Account number:	127-31040035-661
4. Name of the donor:	(i) Partners in Sustainable Development (PSDI) of USA, (ii) Donation from LACIM, France, (iii) Donation from MISEREOR, Germany (iv) kind donation from FMSC through Partners in Sustainable Development (PSDI) of USA"

Details of Bank book balance are given in notes to the financial statements (**Note. 6.01, Page-12**)

13.00 TOR-13: DONATION RECEIVED IN KIND:

13.01 Requirements:

In case if donations are received in kinds, making proper valuation thereof should have to be included with grants receipts shown in FD-4. Statement in respect of its use and description of closing balance should have to be given in prescribed form FD-5.

13.02 Compliance:

As reported by the management no donation in kind was received during the period under audit.

14.00 TOR-14: BANK INTEREST AND EXCHANGE GAIN:

14.01 Requirements:

Interest earned/exchange gain derived on foreign donations should have to be stated separately in the statement of accounts and whether permission/approval for its utilization has been obtained from NGO Affairs Bureau or not should have to be mentioned in the audit report.

14.02 Compliance:

During the year under audit, the project earned bank interest of Tk. 63,538.00 and no exchange gain was received by "INTEGRATED DEVELOPMENT PROJECT (IDP)" Project.

15.00 TOR-15: MAINTENANCE OF BOOKS OF ACCOUNT AND RECORDS:

15.01 Requirements:

Whether the NGO has maintained Cash/Bank Book, Ledger Book, Stock Register, Assets Register and Other Registers under double entry system of accounting as per requirement of Rule-6 of The Foreign Donation (Voluntary Activities) Regulation Rules, 2016 should have to be mentioned in the report.

15.02 Compliance:

The NGO has maintained Cash/Bank Book, Stock Register, Assets Register and Other Registers under double entry system of accounting as per requirements Foreign Donation (Voluntary Activities) Act, 2016.



TOR-16: MAINTENANCE OF ACCOUNTS FOR REVOLVING LOAN FUND:

16.01 Requirements:

In case, where there is Revolving Loan Fund (RLF) against previously and currently implemented projects of the organization, whether separate project/donor-wise accounts are maintained or a consolidated accounts is maintained and whether it is audited separately in each and every year or not should have to be mentioned. If separate consolidated accounts are not maintained for Revolving Loan Fund (RLF) the amount of service charges received from the loan disbursed out of project fund under audit, it should have to be ensured that the service charge income has been as receipt.

16.02 Compliance:

There has no Revolving Loan Fund (RLF) in this Project.

17.00 TOR-17: REGISTRATION OF MICRO CREDIT REGULARITY AUTHORITY:

17.01 Requirements:

In order to implement micro credit program with the fund form foreign donations, whether the concerned NGO possesses certificate from the Micro Credit Regulatory Authority should have to be mentioned.

17.02 Compliance:

The organization (NGO) does not implement micro credit program.

18.00 TOR-18: UNTILIZATION OF FUND IN FOREIGN CURRENCY:

18.01 Requirements:

Whether any amount of donation has been spent in foreign currency and if yes, details of which should have to be mentioned in the audit report.

18.02 Compliance:

As reported by the management; appears from the financial statements and revealed from our test verification that, the NGO did not utilize any part of donation in foreign currency.



19.00 TOR-19: BUDGETARY CONTROL AND BUDGET VARIANCE:

19.01 Requirements:

Whether excess expenditure over the budget has been incurred against particular head of expenditure or adjusted the expenditure of one head with another head or adjusted the expenditure of an unapproved head with another head or adjusted the expenditure of an unapproved head with an approved head, and if done, detail description of the purposes of such excess expenditure along with the reasons should have to be mentioned in the audit report.

19.02 Compliance:

Excess expenditure over the budget has not been incurred.

Budget wise actual expenditure is shown in Annexure- A/1 attached to the FD-6. As per international standards on auditing (IAS) as adopted in Bangladesh the audit of NGO's are conducted on test basis. As a result it is not possible to confirm each and every transaction of the project. We observed negative variance. To the best of our knowledge, no such instance came to our attention showing excess expenditure of one head adjusted with another head and unbudgeted expenditure adjusted with budgeted expenditure.

20.00 TOR-20: PAYMENT OF SALARY THROUGH BANK ACCOUNT:

20.01 Requirements:

In the Paripatra necessary instruction has been given to pay any amount of salary-allowances of officers/staffs and other payments if exceeds taka 10,000 through bank account. Deviating the instruction if payments are made in cash should have to be mentioned in the audit report.

20.02 Compliance:

From our test verification, we observed that, the salary-allowances of officers/staffs in any amount of payments and other payments exceeding Tk. 10,000 are paid by bank transfer/account payee cheque.

21.00 TOR-21: RECEIPT OF LOAN TO IMPLEMENT THE PROJECT:

21.01 Requirements:

If the project implemented by receiving loan, necessary date relating to the source of loan and approval of the Executive Committee should have to be given in the audit report.

21.02 Compliance:

No Loan wasn't taken for implementing the project activities before receiving project grant.

22.00 TOR-22: PAYMENT OF SALARY-ALLOWANCES MEMBER OF GB AND EC OR CHIEF EXECUTIVE:

22.01 Requirements:

Whether any member of the General Body and Executive Committee receives salary-allowance or any sorts of honorarium and if yes, details of which including approval of Executive Committee should have to be provided. Moreover, if the chief executive of the NGO receives full/part salary-allowances/honorarium out of project fund under audit or other project's fund details of such payment should have to be given.

22.02 Compliance:

From our test verification, we observed that no member of the General Council and Executive Council member received salary-allowance or any sorts of honorarium out of the project fund under audit or other project's fund. The Executive Director of the organization received salary from different project which are given bellow:

Name	Project Name	Amount
S M. Mujibur Rahman, Member Secretary	IDP	2,00,000.00

23.00 TOR-23: INTERNAL CONTROL SYATEM OF THE NGO:

23.01 Requirements:

Whether the Internal Control System of the organization is satisfactory or not should have to be mentioned.

23.02 Compliance:

We have verified the Internal Control System of the organization and observed that the overall Internal Control System of the organization is found to be satisfactory.

24.00 TOR-24: REFUND OF FUND TO THE DONOR:

24.01 Requirements:

Whether any amount has been refunded to the donor agency without prior approval of the NGO Affairs Bureau, and if refunded, details should have to be given in the audit report.

24.02 Compliance:

From our verification, we observed that the organization did not refund any amount to the donor agency during the year under audit without prior approval from NGO Affairs Bureau.

TOR-25: USE OF REVENUE STAMP AND DEDUCTION OF VAT AND INCOME TAX AT SOURCE:

25.01 Requirements:

In the compliance with the rules and regulations of the Government whether revenue stamp has been affixed, whether VAT/Income Tax has been deducted at source from bill/voucher or not where applicable and whether deducted VAT/Income Tax has been duly deposited with Government Exchequer or not – auditors’ comments in this regard should have to be given. The amount of deductible, deducted and arrear VAT/income tax is shown in **Annexure V/T-1 (Page: 41-43)**

Sl. No.	Annexure A/I (Including Sub Head of Expenditure)	Amount of Expenditure	Deductible Amount		Deducted Amount		Deposited with the government exchequer		Outstanding amount		Date & Chalan
			4	5	6	7	8	9	10	11	
1	2	3	VA	IT	VA	IT	VAT	IT	VAT	IT	12
			T		T						
I.											
	Total										

25.02 Compliance:

Revenue stamps were affixed on the bill/vouchers where applicable. On the basis of voucher prepared and checked by us, the desired information is given in the annexed schedule above.

26.00 TOR-26: SUBMISSION OF INCOME TAX RETURN:

26.01 Requirements:

Whether the concerned NGO as a separate personal entity files income tax return to the concerned authority of National Board of Revenue (NBR) in accordance with the provisions of The Income Tax Ordinance 1984 should have to be mentioned. Along with any foreign employee serve in the organization, who have paid income tax regularly and who have completed income tax return in earlier year assessment, should have to be mention.

26.02 Compliance:

The Organization (NGO) submitted the Income Tax Return for assessment year up to 2020-2021 under Tax Identification Number (TIN) 379328121404, Taxes Zone- 05, Company Circle-090, Dhaka.

The organization (NGO) does not have any foreign employee.

27.00 TOR-27: INCOME GENERATING ACTIVITIES – IGA:

27.01 Requirements:

Whether there is any Income Generating Activities-IGA under the project implemented by the concerned organization (NGO), if yes, whether income tax is paid on the income earned by the IGA should have to be stated mentioning the name of IGA or, whether income tax exemption certificate has been obtained from the National Board of Revenue (NBR) authority, information in this regard should have to be given.

27.02 Compliance:

The organization (NGO) has an Income Generating Activities-IGA under this project. But no tax exemption certificate obtained from NBR.

28.00 TOR-28: TOURS IN ABROAD WITH FINANCING OF FOREIGN DONATED FUND:

28.01 Requirements:

Whether any officer/staff/member of the Executive Committee or General Body has availed tour in abroad with the fund received from foreign sources in the form of air ticket/other facilities, if availed description of such tour, and in case of foreign tour whether due permission from NGO Affairs Bureau has been obtained or not – details of which should have to be stated in the report.

28.02 Compliance:

As we are informed by the management and observed from our verification that none of the officer/staff/member of the Executive Committee or General Body has availed foreign tour with the fund/air ticket/other facilities received from foreign sources.

29.00 TOR-29 DESCRIPTION OF FIXED ASSETS ALONG WITH VALUE:

29.01 Requirements:

The description of fixed assets along with value held by the organization during the year of audit should have to be attached with the report; and whether the related fixed assets/deeds/house rent agreement/donated land/vehicles and other assets are in the name of the organization should have to be mentioned in the audit report.

29.02 Compliance:

Schedule of fixed Assets (Annexure- A) attached with the Report.

30.00 TOR-30: SALES/TRANSFER OF FIXED/CURRENT ASSETS:

30.01 Requirements:

If purchase any fixed/current assets with the project fund and, if it is sales/transfer, if it done approval of NGO Affairs Bureau should have to be obtained or not mentioned in the audit report.

30.02 Compliance:

The organization did not purchase any fixed/current assets with the project fund and did not sales/transfer of any asset during the year under audit.

TOR-31.00: MANAGEMENT LETTER/REPORT:

31.01 Requirements:

At the end of the audit of accounts of the concerned project the audit firm should produce a management letter/report and submit to the management of the organization, if the auditors observe any irregularity/illegal expenditure/unapproved expenditure/expenditure without budget approval, one copy of which should have to be forwarded to the Deputy Director (Pa O Ni) along with the audit report. If, this type of letter/report is not required that should also be mentioned.

31.02 Compliance:

Since in course our audit, we have not observed any such irregularity/illegal expenditure/unapproved expenditure/expenditure without budget approval no management letter/report has been prepared for this particular project.

32.00 TOR-32: AUDIT OF PROJECTS OF NGO FOR MORE THAN FIVE YEARS:

32.01 Requirements:

An audit firm should not conduct audit of project on an NGO continuously for more than 5(five) years. For this reason, the CA firm should certify that the NGO under audit has not been audited continuously for more than five years.

32.02 Compliance:

We do hereby certify that the project of the NGO under audit have not been audited by us continuously for more than 5 (five) years.



33.00 TOR-33: LIST OF MEMBERS OF EXECUTIVE COMMITTEE/GOVERNING BODY/MANAGEMENT COMMITTEE OF THE NGO:

33.01 Requirements:

A list containing the name of the members of the Executive Committee/Governing Body/ Management Committee should have to be given in the audit report.

33.02 Compliance:

List of the members of Executive Committee/Governing Body/ Management Committee is given below:

Sl. No.	Name of the members	Designation
01	Dr. M. G. Neogi	Chairman
02	Md. Abdus Samad	Treasurer
03	Dulal Chandra Sarkar	Member
04	Dr. Md. Rezaul Karim	Member
05	Zaba Afroza	Member
06	Dr. Sharmin Hoque	Member
07	Advocate Md Shahjahan Ali	Member
08	Afrin Mortaza	Member
09	S. M. Mujibur Rahman	Member Secretary

34.00 TOR-34: AUDIT RELATED EXPENSES:

34.01 Requirements:

Whether, all the expenses relating to audit has been met out of fund of the concerned Project or not, should have to be mentioned.

34.02 Compliance:

The expenses relating to audit has been met and the audit fee reportedly to be paid out of the project fund.

35.00 TOR-35: MEMO NUMBER ALONG WITH DATE OF ENLISTMENT:

35.01 Requirements:

Memo Number along with date of enlistment of the audit firm should have to be mentioned in the audit report.

35.02 Compliance:

Enrollment # 103

Circular # Memo No. 03.07.2666.657.43.253.17-619, Dated: 31 January 2022.

36.00 TOR-35: PREVENTION OF MONEY LAUNDERING AND TERRORIST FINANCING:

36.01 Requirements:

All the financial activities of the organization are free and fair or not from Money Laundering and Terrorist Financing should be examine and give an opinion.

36.02 Compliance:

In course of our test verification we did not observe any such act of Money Laundering and Terrorist Financing by the organization. Moreover, we have obtained a management representation letter about Money Laundering and Terrorist Financing and management has confirmed that, the organization is not involved in any such act of Money Laundering and Terrorist Financing.

37.00 TOR-37: Communication to the Local administrator

37.01 Requirements

Whether the terms and condition for the approval of the project has been duly complied; and the activities of the project complied with the communication to the local administrator of the Govt. to be mentioned in the audit report.

37.02 Compliance

During the course of our audit we observed that the management of the project was communicated and informed to the district administrator regarding the activities and performance of the project. We have seen the related paper with documents in support of communication with UNO of Sadar Upazila, Netrokona; Barhatta under Netrokona District, Sherpur; Dhonat, Nandigram under Bogura District, Kachua, Matlab South under Chandpur District, Nikli and Austogram under Kishoregonj District and the activities are in compliance with the communication.

38.00 TOR-38 : Competitions of audit work within the stipulated time.

38.01 Requirements

Whether the audit work was completed within the stipulated time or not.

38.02 Compliance :

The audit work was started in time and completed within the stipulated time or period.

39.00 Requirements:

To be shown DVC (Data Verification Code) in the Audit Report.

Compliance :

DVC (Data Verification Code) has shown in the Audit Report.

**Dated: Dhaka
17 August 2022**



S M Rafique & Co.
Chartered Accountants
S. M. Rafiqul Islam FCA, CISA
Membership # 867



Name of the Organization
Name of the Project

POVERTY ERADICATION PROGRAM (PEP)
INTEGRATED DEVELOPMENT PROJECT (IDP)
Memo No. 03.07.2666.665.68.168.18-16, Dated: January 06, 2019.
Memo No. 03.07.2666.665.68.168.18-75, Dated: January 19, 2020 (In cash)
Nothi No.- 03.09.0000.665.69.160.14-995, Dated: 08.09.2019 (in kind)

Project Period and Budget
Reporting Period

From January 01, 2021 to December 31, 2021.

Annexure - A/1

Sl NO	Head of Expenditure	Amount as per Approved Budget	Amount Actually Spent	Variance in Tk.	Variance in %	Reason for Variation
A. Economic Activities						
1	Agriculture	2,000,000	1,358,095	641,905	32%	As per requirement
2	Horticulture	100,000	95,194	4,806	5%	
3	Tree sapling nurseries	100,000	1,500	98,500	99%	
4	Land for landless	1,000,000	573,097	426,903	43%	
5	Sericulture	400,000	273,856	126,144	32%	
6	Tissue culture	400,000	-	400,000	100%	
7	Roadside plantations (kms.)	1,000,000	100,000	900,000	90%	
8	Homestead plantations	300,000	250,282	49,718	17%	
9	Livestock: milk cows	700,000	400,000	300,000	43%	
10	Livestock: calf	400,000	209,750	190,250	48%	
11	Livestock: goats	400,000	133,800	266,200	67%	
12	Livestock: piggery	60,000	-	60,000	100%	
13	Chicken & ducks	400,000	46,500	353,500	88%	
14	Resettlement	200,000	-	200,000	100%	
15	Fishery	500,000	451,823	48,177	10%	
16	Disaster preparedness/relief	1,000,000	999,946	54	0%	
17	Women dev. and credit	1,500,000	1,490,049	9,951	1%	
18	Small Business	300,000	298,881	1,119	0%	
19	Transportation	400,000	300,000	100,000	25%	
20	Cottage industries	300,000	300,000	-	0%	
21	Small industries	1,000,000	850,000	150,000	15%	
22	Awareness building on climate change	700,000	-	700,000	100%	
23	Twin village assistance	1,600,000	1,276,544	323,456	20%	
Sub-total Economic Activities		14,760,000	9,409,317	5,350,683		
B. Social Activities						
1	Training	500,000	138,975	361,025	72%	
2	Sanitation distribution	400,000	396,590	3,410	1%	
3	Tubewells instalation and repair	300,000	120,000	180,000	60%	
4	Arsenic-free tubewells	200,000	9,800	190,200	95%	
5	Food assistance (4 mos.)	300,000	18,000	282,000	94%	
6	Health & Nutrition	8,000,000	3,670,993	4,329,007	54%	
7	Hospital Operations	1,500,000	777,484	722,516	48%	
8	New Housing and repair	700,000	619,030	80,970	12%	
9	CDC with nutrition	11,400,000	6,575,589	4,824,411	42%	
10	Other education help	500,000	309,918	190,082	38%	
11	Infrastructure: Homestead raising	200,000	186,289	13,711	7%	
12	Solar energy	400,000	-	400,000	100%	
13	Fund raising and planning	2,100,000	884,251	1,215,749	58%	
14	Staff development	2,500,000	752,522	1,747,478	70%	
15	Street childrens support	700,000	692,763	7,237	1%	
16	Volunteers Fooding & lodging & others	1,900,000	1,298,159	601,841	32%	
Sub-total Social Activities		31,600,000	16,450,363	15,149,637		
Grand Total		46,360,000	25,859,680	20,500,320		

B. Administrative Cost:					
(i) Staff salary:					
Manager (Liaison Office)	3,726,450	850,437	2,876,013	77%	*
Accountant	921,375	143,451	777,924	84%	*
Senior Field Co-ordinator	2,866,500	68,269	2,798,231	98%	*
Field Co-ordinator	1,433,250	59,075	1,374,175	96%	*
Union Co-ordinator	2,014,740	45,409	1,969,331	98%	*
Unit & Program Social Workers	1,719,900	154,729	1,565,171	91%	*
Day night Guard	343,980	1,000	342,980	100%	*
Cook	429,975	21,693	408,282	95%	*
Total	13,456,170	1,344,063	12,112,107		
(ii) Other Administrative Cost:					
Local Volunteers Honorarium	20,000		20,000	100%	*
Office Rent	529,200	232,500	296,700	56%	*
Utilities	264,600	7,273	257,327	97%	*
Travelling or Daily Conveyance	441,000	39,637	401,363	91%	*
Total	1,254,800	279,410	975,390		*
Project Input Cost:					
Printing & Stationery	220,500	29,362	191,138	87%	*
Survey and research	75,000	-	75,000	100%	*
Monitoring & Evaluation	33,075	2,381	30,694	93%	*
Legal Fees	22,050	14,350	7,700	35%	*
Audit Fees	80,000	57,500	22,500	28%	*
Bank Charge	55,125	45,720	9,405	17%	*
Customs duty vat & tax	27,563	-	27,563	100%	**
Total	513,313	149,313	364,000		
Contingency:					
Vehicles registration, Insurance and Tax	77,175	3,098	74,077	96%	*
Fuel and lubricants	165,375	1,042	164,333	99%	*
Advertisement	11,025	10,145	880	8%	*
Repair and maintenance	55,125	18,774	36,351	66%	*
Postage and stamp	83,790	330	83,460	100%	*
Telephone, Mobile, Fax and Internet	170,888	587	170,301	100%	*
Office maintenance	882,000	108,953	773,047	88%	*
Logistic materials	55,125	2,680	52,445	95%	*
Entertainment	220,500	106,722	113,778	52%	*
Total	1,721,002	252,331	1,468,671	85%	
Total of Other Administrative Cost	3,489,115	681,054	2,808,061		
(ii) Office Equipments					
Table	10,000		10,000	100%	
Chair	10,000		10,000	100%	
Choiki	10,000		10,000	100%	
Steel cabinet	10,000		10,000	100%	
Steel Almira	10,000		10,000	100%	
Wooden Rak	10,000		10,000	100%	
2 Printer	20,000	-	20,000	100%	
Mobile set	5,000	-	5,000	100%	
5 Internet modem	5,000	-	5,000	100%	
Total	90,000	-	90,000	100%	
(iii) Vehicles					
Bicycle	20,000		20,000	100%	
Total	20,000	-	20,000	100%	
Total of Fixed assets	110,000	-	110,000	100%	
Grand Total	63,415,285	27,864,797	35,530,488		

Less: Expenditure local donation in cash
 Expenditure in Foreign Donation in Cash & Kind

-1,641,522
26,243,275


 Senior Accounts Officer
 POVERTY ERADICATION PROGRAM (PEP)

Dipo Rani Mondal
 Senior Accounts Officer
 Poverty Eradication Program (PEP)




 Executive Director
 POVERTY ERADICATION PROGRAM (PEP)

S.M. Mujibur Rahman
 Executive Director
 Poverty Eradication Program (PEP)

INTEGRATED DEVELOPMENT PROJECT (IDP)
 A Project of
POVERTY ERADICATION PROGRAM (PEP)
 MEHAMBADPUR, DHAKA
Schedule of VAT and Tax
 For the period from 01 January, 2021 to 31 December, 2021

Annexure V/T-1

Sl NO	Head of Expenditure	Amount actually spent	Breakdowns			Deductible amount (Taka)			Deducted Amount (Taka)			Deposit to Govt. Treasury (Taka)			Outstanding (Taka)			Remarks
			Expenditure Without VAT/TAX	VAT	TAX	VAT	Tax	VAT	Tax	VAT	Tax	VAT	Tax	VAT	Tax			
A. Economic Activities																		
1	Agriculture	1,358,095	1,358,095															
2	Horticulture	93,194	93,194															
3	Tree sapling nurseries	1,500	1,500															
4	Land for landless	573,097	573,097															
5	Sericulture	273,856	273,856															
6	Tourist culture	-	-															
7	Roadside plantations (kms.)	100,000	100,000															
8	Home owned plantations	250,282	250,282															
9	Livestock: milk cows	400,000	400,000															
10	Livestock: calf	209,750	209,750															
11	Livestock: goats	137,800	137,800															
12	Livestock: piggy	-	-															
13	Chicken & ducks	46,500	46,500															
14	Resettlement	-	-															
15	Fishery	451,823	451,823															
16	Disaster preparedness chief	999,946	999,946															
17	Women dev. and credit	1,490,040	1,490,040															
18	Small Business	298,881	298,881															
19	Transportation	309,000	309,000															
20	Cottage industries	309,000	309,000															
21	Small industries	850,000	850,000															
22	Awareness building on climate change	-	-															
23	Twin village assistance	1,276,544	1,276,544															
Sub-total Economic Activities		9,409,317	9,409,317															
B. Social Activities																		
1	Training	138,975	138,975															
2	Sanitation distribution	796,590	796,590															



