

PRIVATE & CONFIDENTIAL

AUDITORS' REPORT

AND

FINANCIAL STATEMENT

OF

**PROJECT # 2:
EDUCATION AND TRAINING PROJECT
OF
SOCIETY FOR INTERNATIONAL MINISTRIES (SIM)
BANGLADESH**

FOR THE YEAR ENDED 30 JUNE 2021

SUBMITTED BY

ATA KHAN & CO.

CHARTERED ACCOUNTANTS

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INDEPENDENT AUDITORS' REPORT
TO
THE COUNTRY DIRECTOR OF SOCIETY FOR INTERNATIONAL MINISTRIES (SIM)
BANGLADESH

Report on the Financial Statements

We have audited the financial statements of "Education and Training Project" of Society for International Ministries (SIM) Bangladesh, which comprise Balance sheet as at 30 June 2021, statement of Income & Expenditure, Statement of Receipts and Payments for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements give a true and fair view, in all material respects, of the Balance sheet of the "Education and Training Project" of Society for International Ministries (SIM) Bangladesh as at 30 June 2021, and of its financial performance and its Receipts & Payments for the year then ended in accordance with international financial reporting standards and other applicable rules and regulation.

Basis for opinion

We conducted our audit in accordance with international Standards on Auditing. 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) together with ethical requirements that are relevant to our audit of the financial statements in Bangladesh, and we have fulfilled our other ethical responsibilities in accordance with the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for audit opinion.

Other Information:

Management of SIM Bangladesh is responsible for the other information. The other information comprises all of the information in the Annual report other than the financial statements and our auditors' report thereon. The management are responsible for the other information.

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

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact. We have nothing to report in this regard.

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

Management of SIM Bangladesh is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards and other applicable rules and regulations 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 the 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, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process

Auditors' 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 ISAs, 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 Organization'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 Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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.



From the matters communicated with those charged with governance, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

Report on other Legal and Regulatory Requirements:

- (a) we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof;
- (b) 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; and
- (c) the organization's financial statements dealt with by the report are in agreement with the books of account.

Dated: Dhaka,
16 September 2021



ATA KHAN & CO.
Chartered Accountants



Society for International Ministries (SIM) Bangladesh
Education and Training Project # 2
Balance Sheet
As of 30-06-2021

Particulars	Notes	Amount in Taka	
		30-06-2021	30-06-2020
Assets			
Fixed assets	03	8,116,527	8,264,204
Cash & Bank Balance	04	20,587,692	9,846,969
Foreigner Tax, HRDP Loan, Conferences, Sec Dep	05	30,000	127,092
TCW Relief Advance		-	230,000
Loan To Project-1		-	1,328,723
		28,734,219	19,796,987
Fund and liabilities			
Fund Account	06	25,488,841	16,392,775
Med Ins, Grat, Staff TDS Payable	07	3,245,378	3,404,212
		28,734,219	19,796,987

The accompanying notes form an integral part of these financial statements.



Director (Finance & Accounts)
SIM Bangladesh



Director
SIM Bangladesh

SIGNED AS PER OUR ANNEXED REPORT OF EVEN DATE.

Dated: Dhaka,
16 September 2021



ATA KHAN & CO.
Chartered Accountants





Society for International Ministries (SIM) Bangladesh

Education and Training Project # 2

Statement of Income & Expenditure

For the year ended 30.06.2021

Particulars	Notes	Amount in Taka	
		2020-2021	2019-2020
Income			
Foreign Donation Admin		4,152,075	1,507,420
Foreign Donation Projects		25,960,790	20,274,580
Local Income Admin		2,593,244	600,422
Local Income Projects	8.00	1,725,710	2,150,703
		34,431,819	24,533,125
Expenditure			
Furniture & fixture (repair & maintenance)		103,750	204,864
Vehicle (repair & maintenance)		24,225	15,976
Supplies	10.00	180,536	248,770
Curriculum		3,373,518	2,941,264
Arsenic & Sanitation		1,972,375	1,495,210
Salary and honorarium	11.00	11,202,628	12,441,922
Training		50,408	239,495
Seminar/Conferences		7,858	249,340
Travelling Cost		291,112	353,034
Contingency	12.00	16,806	14,105
Accommodation (Office Institution)	13.00	2,544,420	2,361,492
Head Office overhead		1,977,405	1,727,284
Communication		150,500	179,654
Other Expense	14.00	770,395	849,512
Audit & Registration Fees		38,800	35,737
Office Instrument		36,280	31,989
Entertainment		137,526	186,440
Bank & Other Charge		25,257	23,598
Health Care & Medicine		493,247	462,672
Hostel		865,949	1,038,309
Depreciation		284,361	308,096
Loss on disposal of fixed assets	15.00	42,308	262,629
VAT	16.00	746,090	556,735
Total Expenses		25,335,754	26,228,127
Surplus / (Deficit)		9,096,066	(1,695,002)
		34,431,819	24,533,125

The accompanying notes form an integral part of these financial statements.


Director (Finance & Accounts)
SIM Bangladesh


Director
SIM Bangladesh
SIGNED AS PER OUR ANNEXED REPORT OF EVEN DATE.

Dated: Dhaka,
16 September 2021





ATA KHAN & CO.
Chartered Accountants

Society for International Ministries (SIM) Bangladesh
Education and Training Project # 2
Statement of Receipts & Payments
For the year ended 30.06.2021

Particulars	Notes	Amount in Taka	
		2020-2021	2019-2020
Opening Balance:			
Cash in Hand		69,196	119,677
Cash at Bank		9,777,773	12,282,209
		9,846,969	12,401,886
Receipts			
Foreign Donation Admin		4,152,075	1,507,420
Foreign Donation Projects		25,960,790	20,274,580
HO Asset Disposal Cash Received		14,060	-
Local Income Admin		2,593,244	600,422
Local Income Projects	8.00	1,725,710	2,150,703
Sec Dep, Med ins and various receipt	9.00	(61,742)	328,940
Loan Refunded From Project-1 & TCW Reliefe		1,558,723	-
Sub Total		35,942,860	24,862,065
Total		45,789,828	37,263,951
Payments			
Furniture & fixture (repair & maintenance)	HO	103,750	204,864
Equipment		193,052	200,856
Vehicle (repair & maintenance)		24,225	15,976
Supplies	10.00	180,536	248,770
Curriculum		3,373,518	2,941,264
Arsenic & Sanitation		1,972,375	1,495,210
Salary and honorarium	11.00	11,202,628	12,441,922
Training		50,408	239,495
Seminar/Conferences		7,858	249,340
Travelling Cost		291,112	353,034
Contingency	12.00	16,806	14,105
Accommodation (Office Institution)	13.00	2,544,420	2,361,492
Head Office overhead		1,977,405	1,727,284
Communication		150,500	179,654
Audit & Registration Fees		38,800	35,737
Office instrument		36,280	31,989
Entertainment		137,526	186,440
Bank and other charges		25,257	23,598
Health care and Medicine		493,247	462,672
Hostel		865,949	1,038,309
Loan To Project-1		-	1,328,723
Other Expense	14.00	770,395	849,513
VAT	16.00	746,090	556,735
TCW Relief Advance		-	230,000
Sub Total		25,202,137	27,416,982
Closing Balance:			
Cash in Hand		106,193	69,196
Cash at Bank		20,481,499	9,777,773
Sub Total		20,587,692	9,846,969
Total		45,789,828	37,263,951

The accompanying notes form an integral part of these financial statements.


Director (Finance & Accounts)
SIM Bangladesh


Director
SIM Bangladesh

SIGNED AS PER OUR ANNEXED REPORT OF EVEN DATE.

Dated: Dhaka,
16 September 2021




ATA KHAN & CO.
Chartered Accountants

**Society for International Ministries (SIM) Bangladesh
Education and Training Project (Project # 2)**

Notes to the Financial Statements

As at and for the year ended 30 June 2021

01.00

a) Legal Status

Society for International Ministries (SIM), Bangladesh a Non-Government voluntary organization is registered under the Foreign Donations (Voluntary Activities) Regulation ordinance 1978 vide registration No. DSW/FDO/R-105 dated 3 September 1981 with NGO affairs Bureau, Bangladesh.

b) Background

SIM Bangladesh began their work in Bangladesh in 1958. They came with desire to assist in the overall uplift of the country through development works with people of any race or creed in the context of the community where they live. It seeks to build people's capacity to improve their quality of life physically, socially and morally, with the goal of helping people to become all that they were created to be.

c) Project Background and its activities

SIM, "Society for International Ministries", has been working in the Indian Subcontinent since 1893. SIM began work in Bangladesh in 1958 with the desire to assist in the overall uplift of the country through various development activities. SIM Bangladesh works with people of any race or creed in the context of the community where they live. SIM seeks to build the capacity of people to improve their quality of life physically, socially and morally, with the goal of helping people to become all that they were created to be. In Bangladesh, SIM has worked for the alleviation of human suffering during times of national crisis and natural disasters. Examples include the 1971 war of independence, cyclone of 1991, and floods of 1988 and 1998.

Yet such assistance in times of crisis is not the primary goal of SIM. We assign greater importance to the tasks of community and human resource development, including education, vocational training and income generation. These activities equip people to provide for their own needs and produce lasting development for Bangladesh. While physical needs are often overwhelming, we recognize that true lasting development requires an ethical foundation and local participation.

The majority of the programs outlined within this project proposal reflect the development and expansion of three programs that currently lie within the scope of SIM's Education & Training Project pro-forma (July 2001- June 2006).

The Fifth Five-Year Plan 1997-2002 states that Bangladesh's "vast manpower constitutes a potential resource for development; so human resource



development is one of the main objectives of the Fifth Plan alongside generating productive employment opportunities.”. The overall objective of this Project is education and training through which SIM as an NGO intends to assist the government in meeting its national plan objectives. The Project particularly relates to the Government's sectoral objectives in terms of Education, Women Affairs & Youth Development, Science & Technology, and Labor & Manpower.

This Education & Training Project consists of several programs:

I. Dialogue English Language Program

Aims to improve the spoken English skills of Bangladeshis in order to increase their employment & study opportunities. Two sub-program named as EE (English Exchange) and ELIP (English Language Instruction program) are running under this.

II. Arsenic Poison & Prevention Program (APP)

Aims to increase awareness of arsenic situation and assist in the implementation of remedial solutions, primarily in rural areas.

III. Children's Uplift Program

The Children's Uplift Program (CUP) began in March 2008 to meet the needs of children who live and work on the streets of Dhaka, Bangladesh.

IV. Dhaka Administrative Office

Provides central administrative services for all of SIM Bangladesh, liaises with government, and links with SIM International administration.

V. Mechanical Training Center

Mechanical training Projects by Local name SALAM Training Center (STC) to train disadvantaged young man to become productive members of their families, fellowships, and communities and Country. Bangladesh governments have a plan for unskilled people to make skilled. Their result becomes beneficial for both people and for the country. This is accomplished through vocational training that results in marketable skills for all graduates, and through moral training that results in transformed lives of integrity, service to the communities. A new batch of 20-24 students are admitted every year and course start with a four trade's together beginning of the year.





02.00 Significant accounting policies

- a) The financial statements have been prepared on generally accepted accounting principles under historical cost convention.
- b) Donor grants received are initially recorded as Income.
- c) SIM Bangladesh only records fixed assets if they have a value when purchased or obtained of Ten Thousand taka or more. Depreciation on Fixed assets are charged on Reducing Balance Method.
- d) Figures have been rounded off to nearest taka and previous year's figures have been rearranged whenever became necessary in conformity with current year presentation.



Notes	Particular	Amount in Taka	
		30-06-2021	30-06-2020
3.00	Fixed assets		
	Opening balance (Cost)	10,408,289	11,230,353
	Add: Addition during the year	193,052	200,856
	Adjust During the year	(226,340)	(1,022,920)
	Closing Balance	10,375,001	10,408,289
	Opening Balance (Accumulated Dep)	2,144,085	2,596,282
	Less: Depreciation charged for the year	284,361	308,096
	Adjust During the year	(169,973)	(760,293)
	Closing balance	2,258,473	2,144,085
	Written Down Value	8,116,527	8,264,204
4.00	Cash & Bank Balance		
	Cash in hand	106,193	69,196
	Cash at bank	20,481,499	9,777,773
		20,587,692	9,846,969
4.01	Cash in Hand		
	Dialouge	303	7,721
	Arsenic	2,569	8,457
	Eng Exchange	38,594	6,816
	STC	4,177	15,296
	CUP	23,526	1,159
	Admin	37,024	29,747
		106,193	69,196
4.02	Cash at Bank		

Location	Name of the Bank & A/C No.	Cash in Bank	Cash in Bank
		Taka	Taka
Dhanmondi Branch	Asper AB Bank-4021-639699-000 including Proj#1 & Proj#3. So Proj 2 fund (6157206.99-906,490-2,965,522)	2,285,195	4,482,567
Faridpur Branch	SIM Arsenic Programme-1891100002512	1,020,833	148,827
Mirpur Branch	AB Bank-4015-762604	3,324,972	441,466
Mohammadpur Branch	SIM Dialog- 11100000238	31,428	7,373
Gazipur Branch	Salam Training Center Trust 138-110-8002	709,071	75,040
Dhanmondi Branch	AB Bank FDR Grat 3472083	900,000	900,000
Dhanmondi Branch	AB Bank FDR Med 3472084	450,000	450,000
Dhanmondi Branch	AB Bank FDR Grat-2, 3555844	1,100,000	1,100,000
Dhanmondi Branch	AB Bank Med FDR-2, 3609590	450,000	450,000
Dhanmondi Branch	AB Bank FDR Grat-3, 3609589	350,000	350,000
Dhanmondi Branch	AB Bank FDR SIM BD, 3578313	1,300,000	1,300,000
Dhanmondi Branch	AB Bank Med FDR-3, 43712546	500,000	-
Dhanmondi Branch	AB Bank HO FDR, 43712547	8,000,000	-
Mirpur	Security deposit to Land Lord for EngE office	60,000	50,000
Head Office	STC Student Fees Reserve at STC Office for Purchasing Instrument	-	72,500
	Total	20,481,499	9,777,773

Notes	Particular	Amount in Taka	
		30-06-2021	30-06-2020
5.00	Foreigner Tax, HRDP Loan, Conferences, Sec Dep		
	Opening balance	127,092	20,000
	Add : Tax paid during the year	320,212	587,929
		447,304	607,930
	Less : Adjustment/received during the year	417,304	480,837
	Closing Balance	30,000	127,092
5.01	Tax Paid On Behalf of Foreigner		
	Opening balance	30,000	20,000
	Add : Tax paid during the year	320,212	473,866
		350,212	493,866
	Less : received during the year	320,212	463,866
	Closing Balance	30,000	30,000
5.02	HRDP Short term Loan		
	Opening balance	-	-
	Add : Paid during the year	-	14,063
		-	14,063
	Less : Received during the year	-	14,063
	Closing Balance	-	14,063
5.03	Anup Motorcycle Loan		
	Opening balance	97,092	-
	Add : Paid during the year	-	100,000
		97,092	100,000
	Less : Received during the year	97,092	2,908
	Closing Balance	-	97,092
	Grand total	30,000	127,092



Notes	Particular	Amount in Taka	
		30-06-2021	30-06-2020
6.00 Fund Account			
	Opening balance	16,392,775	18,087,777
	Surplus / (Deficit) During the year	9,096,066	(1,695,002)
		<u>25,488,841</u>	<u>16,392,775</u>
7.00 Med Ins, Grat, Staff TDS Payable			
	Opening Balance	3,404,211	2,968,179
	Tax Deducted at source During the year	1,730,057	1,591,138
		<u>5,134,268</u>	<u>4,559,317</u>
	Paid to Treasury During the Year	1,888,891	1,155,106
	Closing balance	<u>3,245,377</u>	<u>3,404,211</u>
7.01 Adv Rent STC			
	Opening balance	100,000	95,000
	Add : Provision for the year	80,000	100,000
		<u>180,000</u>	<u>195,000</u>
	Less : Claim during the year	-	95,000
	Closing Balance	<u>180,000</u>	<u>100,000</u>
7.02 Medical Insurance			
	Opening balance	1,182,463	942,350
	Add : Provision for the year	454,475	306,465
		<u>1,636,938</u>	<u>1,248,815</u>
	Less : Claim during the year	248,455	66,352
	Closing Balance	<u>1,388,484</u>	<u>1,182,463</u>
7.03 Gratuity			
	Opening balance	1,990,881	1,926,511
	Add : Provision during the year	357,463	374,961
		<u>2,348,344</u>	<u>2,301,472</u>
	Less : Claim during the year	379,303	310,591
	Closing Balance	<u>1,969,041</u>	<u>1,990,881</u>
7.04 Staff TDS Payable			
	Opening Balance	205,521	144,318
	Tax Deducted at source During the year	208,996	223,251
		<u>414,517</u>	<u>367,569</u>
	Paid to Treasury During the Year	201,092	162,048
	Closing balance	<u>213,425</u>	<u>205,521</u>
7.05 Arsenic Motorcycle			
	Opening Balance	(73,000)	(140,000)
	Add : Provision during the year	73,000	67,000
		-	<u>(73,000)</u>
	Less : Claim during the year	-	-
	Closing balance	-	<u>(73,000)</u>
7.06 SIM Expatriate Staff Conference			
	Opening balance	(1,654)	-
	Add : Provision during the year	556,123	519,461
		<u>554,469</u>	<u>519,461</u>
	Less : Claim during the year	1,060,041	521,115
	Closing Balance	<u>(505,572)</u>	<u>(1,654)</u>
Grand Total		<u>3,245,378</u>	<u>3,404,211</u>

Notes	Particular	Amount in Taka	
		30-06-2021	30-06-2020
8.00	Local Income		
	Dialouge	53,000	334,268
	Arsenic	1,157,272	1,043,264
	English Exchange	82,450	87,375
	VMA	-	132,000
	CUP	115,663	38,944
	STC	317,325	514,852
		1,725,710	2,150,703
9.00	Sec Dep, Med ins and various income		
	Received during the year		
	Security Deposit	-	-
	Income Tax withheld	208,996	223,251
	Motor cycle	73,000	67,000
	Income Tax Advance	320,212	463,866
	HRDP Short Loan	-	14,063
	SIM Expatriate Staff Conference	556,123	519,461
	STC Rent Advance	80,000	100,000
	Medical Insurance	454,475	306,465
	Gratuity	357,463	374,961
	Anup Motorcycle Loan	97,092	2,908
		2,147,361	2,071,975
	Payment during the year		
	Security Deposit	-	95,000
	Income Tax withheld	201,092	162,048
	Motor Cycle	-	-
	Income Tax Advance	320,212	473,866
	HRDP Short Loan	-	14,063
	SIM Expatriate Staff Conference	1,060,041	521,115
	Medical Insurance	248,455	66,352
	Gratuity	379,303	310,591
	Anup Motorcycle Loan	-	100,000
		2,209,103	1,743,035
	Net Receipt during the year	(61,742)	328,940
10.00	Supplies		
	Dialouge	-	5,267
	Arsenic	66,455	65,438
	Eng Exchange	500	1,717
	STC	9,395	6,899
	VMA	-	425
	CUP	28,687	30,490
	Admin	75,499	138,534
		180,536	248,770
11.00	Salary and honorarium		
	Dialouge	3,500	50,000
	Arsenic	2,044,833	2,102,827
	English Ex	98,000	130,773
	VMA	-	43,920
	CUP	4,693,194	5,153,947
	STC	1,622,560	2,039,751
	Admin	2,740,541	2,920,704
		11,202,628	12,441,922



Notes	Particular	Amount in Taka	
		30-06-2021	30-06-2020
12.00	Contingency		
	Arsenic	12,766	1,785
	Head office	-	-
	Eng Exchange	-	-
	VMA	-	-
	CUP	4,040	12,320
		16,806	14,105
13.00	Accommodation		
	Dialouge	182,112	173,901
	Arsenic	228,654	225,124
	Admin	538,455	487,402
	Eng Exchange	231,309	193,568
	VMA	-	46,571
	STC	204,475	87,783
	CUP	1,159,415	1,147,143
		2,544,420	2,361,492
14.00	Other Expense		
	Dialouge	-	11,466
	Arsenic	494,423	37,200
	VMA	-	300
	EngE	25,296	25,811
	Admin	136,885	543,265
	CUP	58,838	172,201
	STC	54,953	59,269
		770,395	849,512
15.00	Loss on saie		
	From assets write off	30,561	251,557
	Loss on sale	11,747	11,072
		42,308	262,629
16.00	VAT		
	Dialouge	34,138	61,074
	APP	85,181	56,230
	CUP*	212,960	209,519
	Admin	108,785	184,712
	EngE	53,852	37,200
	STC	251,174	-
	VMA**	-	8,000
		746,090	556,735



Society for International Ministries (SIM) Bangladesh

Education and Training Project # 2

Fixed Asset Schedule

As on 30 June 2021

Particulars	COST				DEPRECIATION				Written Down Value as on 30-06-2021	
	Balance as on 01-07-2020	Add. During the year	Adjust During the year	Balance as on 30-06-2021	Rate of Dep.	Balance as on 01-07-2020	Charged for the year	Adjust During the year		Balance as on 30-06-2021
Camera (CUP)	39,000	-	-	39,000	25%	29,745	2,314	-	32,059	6,941
Computer (CUP)	33,800	-	-	33,800	25%	23,106	2,674	-	25,779	8,021
IPS Battery (CUP)	43,562	-	-	43,562	25%	29,779	3,446	-	33,224	10,338
Steel Almira (CUP)	17,000	-	17,000	-	25%	11,622	-	11,622	-	-
IPS (CUP)	40,000	-	-	40,000	25%	27,344	3,164	-	30,508	9,492
LED TV (CUP)	41,584	-	-	41,584	25%	24,041	4,386	-	28,427	13,157
Water Filter (CUP)	15,360	-	15,360	-	25%	8,880	-	8,880	-	-
Computer (CUP)	25,000	-	-	25,000	25%	14,453	2,637	-	17,090	7,910
Computer Babu (CUP)	41,000	-	-	41,000	25%	17,938	5,766	-	23,703	17,297
Wardrobe (CUP)	15,000	-	-	15,000	25%	6,563	2,109	-	8,672	6,328
Chair 2 pcs(CUP)	14,754	-	-	14,754	25%	6,455	2,075	-	8,530	6,224
Computer Jesmin (CUP)	27,000	-	-	27,000	25%	11,813	3,797	-	15,609	11,391
Water Filter (CUP)	28,000	-	-	28,000	25%	7,000	5,250	-	12,250	15,750
Compter (CUP)	39,300	-	-	39,300	25%	9,825	7,369	-	17,194	22,106
Printer (CUP)	20,000	-	-	20,000	25%	5,000	3,750	-	8,750	11,250
Cot (CUP)	18,000	-	-	18,000	25%	4,500	3,375	-	7,875	10,125
Table (CUP)	-	11,609	-	11,609	25%	-	2,902	-	2,902	8,707
Swivel Chair (CUP)	-	26,854	-	26,854	25%	-	6,714	-	6,714	20,141
Fixed Chair (CUP)	-	18,609	-	18,609	25%	-	4,652	-	4,652	13,957
Motorcycle (APP)	190,590	-	-	190,590	25%	176,279	3,578	-	179,857	10,733
Computer (APP)	33,000	-	-	33,000	25%	22,559	2,610	-	25,169	7,831
Laptop (APP)	30,000	-	-	30,000	25%	17,344	3,164	-	20,508	9,492
Printer (APP)	-	72,500	-	72,500	25%	-	5,756	-	5,756	16,744
Photocopier (SIM)	79,000	-	79,000	-	25%	64,940	-	64,940	-	-
Computer (SIM)	60,800	-	-	60,800	25%	49,979	2,705	-	52,684	8,116
Netbook (SIM)	27,500	-	27,500	-	25%	20,974	-	20,974	-	-
Computer (SIM)	22,000	-	22,000	-	25%	16,779	-	16,779	-	-
IPS Battery (SIM)	138,810	-	-	138,810	25%	94,889	10,980	-	105,870	32,940
Computer Roni (SIM)	29,200	-	-	29,200	25%	17,172	3,007	-	20,179	9,021



Particulars	COST				Rate of Dep.	DEPRECIATION				Written Down Value as on 30-06-2021
	Balance as on 01-07-2020	Add. During the year	Adjust During the year	Balance as on 30-06-2021		Balance as on 01-07-2020	Charged for the year	Adjust During the year	Balance as on 30-06-2021	
Computer Anup (SIM)	23,300	-	-	23,300	25%	13,703	2,399	-	16,102	7,198
Computer Pritom (SIM)	76,800	-	-	26,800	25%	11,725	3,769	-	15,494	11,306
Sam. AC-2Tons (SIM)	78,000	-	-	78,000	25%	34,125	10,969	-	45,094	32,906
Sam. AC-1.5Tons (SIM)	67,524	-	-	67,524	25%	29,542	9,496	-	39,037	28,487
Sam. AC-1Ton (SIM)	51,333	-	-	51,333	25%	22,458	7,219	-	29,677	21,656
Chair 3 pcs (SIM)	24,696	-	-	24,696	25%	10,805	3,473	-	14,277	10,419
Chair 9 pcs (SIM)	64,956	-	-	64,956	25%	16,239	12,179	-	28,418	36,538
Computer Sujit (SIM)	30,600	-	-	30,600	25%	7,650	5,738	-	13,388	17,213
Toshiba Printer (SIM)	-	63,000	-	63,000	25%	-	15,750	-	15,750	47,250
Moniotr Xaomi Roni (SIM)	-	12,800	-	12,800	25%	-	3,200	-	3,200	9,600
Off Equipment (STC)	25,480	-	25,480	-	25%	19,434	-	19,434	-	-
Auto Bike (STC)	82,000	-	-	82,000	25%	73,791	2,052	-	75,843	6,157
Solar Panel (STC)	33,000	-	-	33,000	25%	22,559	2,610	-	25,169	7,831
CNG (STC)	128,000	-	-	128,000	25%	87,500	10,125	-	97,625	30,375
Computer (STC)	20,000	-	20,000	-	25%	13,672	-	13,672	-	-
Motorcycle (STC)	60,000	-	-	60,000	25%	34,688	6,328	-	41,016	18,984
Land (STC)	3,517,000	-	-	3,517,000	0%	-	-	-	-	3,517,000
Buildings (STC)	5,086,340	-	-	5,086,340	2%	1,013,547	81,456	-	1,095,003	3,991,337
Refrigerator (STC)	-	37,680	-	37,680	25%	-	9,470	-	9,470	28,260
IPS (EngE)	20,000	-	20,000	-	25%	13,672	-	13,672	-	-
Total	10,408,289	193,052	226,340	10,375,001		2,144,086	284,361	169,973	2,258,474	8,116,527



As on 30 June 2020

Particulars	COST				Rate of Dep.	DEPRECIATION				Written Down Value as on 30-06-2020
	Balance as on 01-07-2019	Add. During the year	Adjust During the year	Balance as on 30-06-2020		Balance as on 01-07-2019	Charged for the year	Adjust During the year	Balance as on 30-06-2020	
Camera (CUP)	39,000	-	-	39,000	25%	26,660	3,085	-	29,745	9,255
Computer (CUP)	33,800	-	-	33,800	25%	19,541	3,565	-	23,106	10,694
IPS Battery (CUP)	43,562	-	-	43,562	25%	25,184	4,595	-	29,779	13,784
Steel Almira (CUP)	17,000	-	-	17,000	25%	9,829	1,793	-	11,622	5,378
IPS (CUP)	40,000	-	-	40,000	25%	23,125	4,219	-	27,344	12,656
LED TV (CUP)	41,584	-	-	41,584	25%	18,193	5,848	-	24,041	17,543
Water Filter (CUP)	15,360	-	-	15,360	25%	6,720	2,160	-	8,880	6,480
Computer (CUP)	25,000	-	-	25,000	25%	10,938	3,516	-	14,453	10,547
Computer Babu (CUP)	41,000	-	-	41,000	25%	10,250	7,688	-	17,938	23,063
Wardrobe (CUP)	15,000	-	-	15,000	25%	3,750	2,813	-	6,563	8,438
Chair 2 pcs(CUP)	14,754	-	-	14,754	25%	3,689	2,766	-	6,455	8,299
Computer Jesmin (CUP)	27,000	-	-	27,000	25%	6,750	5,063	-	11,813	15,188
Water Filter (CUP)	-	28,000	-	28,000	25%	-	7,000	-	7,000	21,000
Computer (CUP)	-	39,300	-	39,300	25%	-	9,825	-	9,825	29,475
Printer (CUP)	-	20,000	-	20,000	25%	-	5,000	-	5,000	15,000
Cot (CUP)	-	18,000	-	18,000	25%	-	4,500	-	4,500	13,500
Motorcycle (APP)	190,590	-	-	190,590	25%	171,509	4,770	-	176,279	14,311
Computer (APP)	33,000	-	-	33,000	25%	19,079	3,480	-	22,559	10,441
Laptop (APP)	30,000	-	-	30,000	25%	13,125	4,219	-	17,344	12,656
Photocopier (SIM)	79,000	-	-	79,000	25%	60,253	4,687	-	64,940	14,060
Computer (SIM)	60,800	-	-	60,800	25%	46,372	3,607	-	49,979	10,821
Netbook (SIM)	27,500	-	-	27,500	25%	18,798	2,176	-	20,974	6,527
Computer (SIM)	22,000	-	-	22,000	25%	15,039	1,740	-	16,779	5,221
IPS Battery (SIM)	138,810	-	-	138,810	25%	80,249	14,640	-	94,889	43,921
Computer Roni (SIM)	29,200	-	-	29,200	25%	13,066	4,106	-	17,172	12,028
Computer Anup (SIM)	23,300	-	-	23,300	25%	10,426	3,277	-	13,703	9,597
Computer Pritom (SIM)	26,800	-	-	26,800	25%	6,700	5,025	-	11,725	15,075
Sam. AC-2Tons (SIM)	78,000	-	-	78,000	25%	19,500	14,625	-	34,125	43,875
Sam. AC-1.5Tons (SIM)	67,524	-	-	67,524	25%	16,881	12,661	-	29,542	37,982



Particulars	COST				Rate of Dep.	DEPRECIATION				Written Down Value as on 30-06-2020
	Balance as on 01-07-2019	Add. During the year	Adjust During the year	Balance as on 30-06-2020		Balance as on 01-07-2019	Charged for the year	Adjust During the year	Balance as on 30-06-2020	
Sam. AC-1Ton (SIM)	51,333	-	-	51,333	25%	12,833	9,625	-	22,458	28,875
Chair 3 pcs (SIM)	24,696	-	-	24,696	25%	6,174	4,631	-	10,805	13,892
Chair 9 pcs (SIM)	-	64,956	-	64,956	25%	-	16,239	-	16,239	48,717
Computer Sujit (SIM)	-	30,600	-	30,600	25%	-	7,650	-	7,650	22,950
Off Equipment (STC)	25,480	-	-	25,480	25%	17,418	2,015	-	19,434	6,046
Auto Bike (STC)	82,000	-	-	82,000	25%	71,055	2,736	-	73,791	8,209
Solar Panel (STC)	33,000	-	-	33,000	25%	19,079	3,480	-	22,559	10,441
CNG (STC)	128,000	-	-	128,000	25%	74,000	13,500	-	87,500	40,500
Computer (STC)	20,000	-	-	20,000	25%	11,563	2,109	-	13,672	6,328
Motorcycle (STC)	60,000	-	-	60,000	25%	26,250	8,438	-	34,688	25,313
Land (STC)	3,517,000	-	-	3,517,000	0%	-	-	-	-	3,517,000
Buildings (STC)	5,086,340	-	-	5,086,340	2%	930,429	83,118	-	1,013,547	4,072,793
IPS (EngE)	20,000	-	-	20,000	25%	11,563	2,109	-	13,672	6,328
Computer (CUP)	29,100	-	29,100	-	25%	23,920	-	23,920	-	-
Laptop (CUP)	45,500	-	45,500	-	25%	39,427	-	39,427	-	-
Steel Almira (CUP)	12,000	-	12,000	-	25%	6,938	-	6,938	-	-
Computer (SIM)	25,000	-	25,000	-	25%	19,068	-	19,068	-	-
Computer Remon (SIM)	38,500	-	38,500	-	25%	33,361	-	33,361	-	-
Motorcycle (STC)	153,425	-	153,425	-	25%	146,945	-	146,945	-	-
Aircooler (VMA)	80,495	-	80,495	-	25%	61,393	-	61,393	-	-
Guitar (VMA)	30,160	-	30,160	-	25%	20,617	-	20,617	-	-
Piano (VMA)	549,120	-	549,120	-	25%	375,375	-	375,375	-	-
Guitar (VMA)	29,120	-	29,120	-	25%	19,906	-	19,906	-	-
Projector (VMA)	30,500	-	30,500	-	25%	13,344	-	13,344	-	-
Total	11,230,353	200,856	1,022,920	10,408,289		2,596,282	308,096	760,293	2,144,086	8,264,203



Form FD - 4

Auditors Certificate

We have audited the Accounts of the Education Training Program of Society for International Ministries (SIM)-Bangladesh for the year ended 30 June 2021 Registered under Foreign Donation (Voluntary Activities) Regulation Ordinance 1978 vide Registration No. DSW/FDO/R – 105 Dated 3 September 1981 and examined all relevant books and vouchers on test basis and certify that according to the audited accounts.

1. The brought forward Foreign Donation at the beginning of the year was Tk 11,405,692
2. The Foreign Donation amounting to Tk. 30,112,865 was received by the project during the year.
3. The Balance of unutilized Foreign Donation of the Project was Tk. 20,587,692
4. Foreign Donation amounting to Tk. 20,930,865 have been utilized for the following

Head of expenditure	Amount as per approved budget	Amount Actually Spent	Difference if any
As per Approved Budget of the program (Annexure A/1)	48,113,346	20,930,865	27,182,481
Total	48,113,346	20,930,865	27,182,481

5. Certified that SIM has maintained the accounts of Foreign Donation and records relating thereto in the manner specified as in section 5 of the Foreign Donation (voluntary Activities) Regulations Ordinance, 1978 read with rule 6 and 7 to the said ordinance.

6. The information furnished above is correct and checked by us.

Dated: Dhaka
16 September 2021



Maqbul Ahmed

Signature of the Chartered Accountant
Name: Maqbul Ahmed
Address: 67, Motijheel C/A,
Enlistment Number-19
Date: 16.01.2020

Society for International Ministries (SIM) Bangladesh
Details of Estimated Cost of the Project
Cost in Bangladesh Taka
Financial Year-5

Head of Expenditure		Total	
(i) Civil Construction, if any	:	Nil	
(ii) Other material inputs including Furniture and Fixtures	:	Nil	
(iii) Personnel	:	Number Man Month	
		53	636
			11,202,628
(a) Chief Executive (Please Specify Whether Foreign Or Local)	:		
(b) Other Managerial	:		
(i) Foreign	:	03	36
(ii) Local	:	13	156
(c) Skilled	:		
(i) Foreign	:	03	36
(ii) Local	:	14	168
(d) Unskilled	:	20	240
		Total (a+b+c):	53 636
(iv) Consultants	:		
(a) Foreign	:	Nil	
(b) Local	:	Nil	
		Total (a+b):	Nil
(v) Revolving loan fund	:		Nil
(vi) Training	:		50,408
Field duration			
Number of Trainees			
(vii) Seminar/Workshop/Conferences	:		7,858
(viii) Office Accommodation	:		2,544,420
(ix) Office equipment	:		193,052
(x) Vehicles (Details of office equipment and vehicles are to be given in the format at Annexure-B)	:		Nil
(xi) Travelling allowances and daily allowances (TA & DA) for Consultant and project personnel)	:		291,112
(xii) Custom duty/VAT and Sales Tax (CDST)	:		746,090
(xiii) Head Office and Branch Office's expenses charged, if any on this project (Please specify item-wise)	:		
(xiv) Contingency	:		16,806
(xv) Others	:		770,395

N.B Others figures are as per annexure A/1 other than the figure mentioning above)



Society For International Ministries
Education & Training Project # 2

Date of Govt. Approval of Memo No. 03.09.0000.666.68.087.16-343
Date of Govt. Approval of Memo No. 03.09.0000.666.68.087.16-496
Accounts for the Year ended 30-06-2021

Dated: 14-07-2020
Dated: 17-05-2021

Head of Accounts	Code	Dialouge	EngE	APP	CUP	STC	Admin	Amount Actually Spent	Amount As Per Budget	Variance in amount	Variance in percentage	Reason for variance
Pay & Allowances	01											
Pay of Project Personnel (Local)	1	3,500	98,000	2,044,833	4,693,194	1,622,560	2,740,541	11,202,628	21,693,987	10,491,359	48%	Mid Variance
All Allowances of Project Personnel	6		7,000	701,939	794,171	264,557	209,738	1,977,405	3,012,883	1,035,478	34%	Mid Variance
Supplies and Services	02											
Travel	1		7,470	164,255	96,792	38,620	43,975	291,112	773,123	482,011	62%	Mid Variance
Rent Office	3	181,500	221,000	213,272	769,812	-	468,000	1,853,584	3,086,416	1,232,832	40%	Mid Variance
Rent - Residential	4				246,840			246,840	363,000	116,160	32%	Mid Variance
Water	6		9,100		43,200		10,755	63,055	134,020	70,965	53%	Mid Variance
Electricity	7	612	1,709	13,512	64,463	189,798	48,000	317,594	681,252	363,658	53%	Mid Variance
Gas, cooking fuel	8			1,870	35,100	14,677	11,700	63,347	130,035	67,288	52%	Mid Variance
Research/Survey Expenses	10								42,322	42,322	100%	Not Used
Books and Periodicals	11		700		2,211	16,761		19,672	64,092	44,420	69%	Mid Variance
Audio Video/Film Production	12								5,000	5,000	100%	Not Used
Advertising and publicity	13		1,045					1,045	47,156	46,111	98%	Less Required
Other Educational materials (Hostel)	14				1,259,535			1,259,535	1,710,000	(49,535)	-4%	Minor Variance
Stationery, Seals and Stamps	15		500	55,118	27,319	6,035	55,083	144,055	264,452	120,397	46%	Mid Variance
Printing and Binding	16				7,775	10,152		12,427	67,045	54,618	81%	Less Required
Entertainment Expenses	17			10,173	23,194		64,016	97,383	232,510	135,127	58%	Mid Variance
Award and Rewards	18								20,000	20,000	100%	Not Used
Labour Wages	19				4,040			4,040	10,000	5,960	60%	Mid Variance
Copying Charges	22			11,337	1,368	3,360	20,416	36,481	89,791	52,810	59%	Mid Variance
Computer Consumables	23			1,830	20,430	4,140	6,400	32,800	241,715	208,915	86%	Less Required
Functions/Ceremonies	24				27,213	17,930		40,143	785,997	245,854	86%	Less Required
Consumable Stores	26					3,480		3,480	156,452	152,972	98%	Less Required
Insurance/Bank Charges	28		1,445	6,553	10,708	3,592	7,959	25,257	78,869	53,612	68%	Mid Variance
Postage/Courier/Parcel	29			1,040	9,000		1,290	11,330	29,034	17,704	61%	Mid Variance
Telephone/Telegram/Telex/Printer	30			28,050	27,300	9,840	18,500	83,690	163,021	79,331	49%	Mid Variance
Telex/Fax/Internet	31			8,800	15,480	16,800	14,400	55,480	119,659	64,179	54%	Mid Variance
Custom Duty/VAT	34	34,138	53,852	85,181	212,960	251,174	108,785	746,090	1,231,213	485,124	39%	Mid Variance
Land Tax	36								92,575	92,575	100%	Not Used
Freight and Transport Charges	39								6,050	6,050	100%	Not Used
Audit	40						38,800	38,800	160,985	122,185	76%	Less Required
Education Materials	41				23,360	157,054		180,423	305,340	124,917	41%	Mid Variance
Scholarship/Stipend	42				1,517,057	307,625		1,824,696	2,637,460	867,764	37%	Mid Variance



Head of Accounts	Code	Dialouge	EngE	APP	CUP	STC	Admin	Amount Actually Spent	Amount As Per Budget	Variance in amount	Variance in percentage	Reason for variance
Gift/Durbani/Subsistence	43		-	12,000	34,264	7,650		53,914	75,019	21,105	28%	Minor Variance
Uniforms/ Cloth	45		-	-	650	-		650	15,000	14,350	96%	Less Required
Awareness/Motivational/Sensitization Advocacy/Oriental Seminar/Conference Expenses	47		-	12,766	-	-		12,766	100,225	87,459	87%	Less Required
Training/TOI/Refreshments Expenses	48	2,668	-	-	-	5,190		7,858	542,495	534,637	99%	Less Required
Raw Materials and Spares	49		-	12,976	14,708	2,668	20,056	50,408	557,307	506,899	91%	Less Required
Seeds and Plants	50		-	-	75,070	-		75,070	80,000	4,930	6%	Minor Variance
Fertilizer	51		-	-	-	450		450	6,162	5,162	93%	Less Required
Insecticide	53		-	-	-	690		690	3,306	2,616	79%	Less Required
Birth Control Materials	54		-	-	-	-		-	1,825	1,825	100%	Not Used
Vaccine and medicine	58		-	-	-	-		-	-	-	-	-
Medical and Surgical Requests	59		-	407,499	14,457	1,943		423,899	480,000	56,101	12%	Minor Variance
Medical Expenses	60		-	-	-	-		-	20,000	20,000	100%	Not Used
Bedding	61		-	-	69,348	-		69,348	120,000	50,652	42%	Mid Variance
Consultance (Doctor, Physiotherapy etc.)	62		-	-	-	-		-	20,000	20,000	100%	Not Used
Provisions and Foodstuff procurement	65		-	-	-	-		-	4,562	4,562	100%	Not Used
Other supplies and services	67		-	-	817,702	-		817,702	1,305,500	487,798	37%	Mid Variance
Repairs, Maintenance & Rehabilitation	68		25,296	482,423	24,574	46,163	136,885	715,341	2,690,350	1,975,009	73%	Less Required
Motor Vehicles	'03		-	-	-	-		-	-	-	-	-
Furniture and Fixture repairs	1		-	-	-	-		-	6,000	6,000	100%	Not Used
Residential Building	4		-	13,500	6,070	-		19,570	255,490	235,920	92%	Less Required
Homes/Hostels/Orphanages repairs	5		-	-	-	-		-	-	-	-	-
School Building repairs	6		-	-	-	48,247		48,247	50,000	1,753	4%	Minor Variance
Computer and Office Equipment repairs	7		-	-	-	-		-	80,500	80,500	100%	Not Used
Machinery and Equipment	11		-	10,550	1,930	2,150	31,615	46,245	185,686	139,441	75%	Less Required
Other	12		-	-	15,225	-		15,225	15,000	(225)	-2%	Minor Variance
Capital Expenditure	18		-	-	11,160	26,775		37,935	243,558	205,623	84%	Less Required
Other Building	'04		-	-	-	-		-	-	-	-	-
Motor Vehicles	6		-	-	-	-		-	-	-	-	-
Camera and Accessories	8		-	9,000	-	-		9,000	30,000	21,000	70%	Less Required
Machinery and other equipment (Medical)	11		-	-	-	-		-	115,000	115,000	100%	Not Used
Computer Softwares	12		-	-	-	-		-	-	-	-	-
Office equipment	14		-	-	-	-		-	39,562	39,562	100%	Not Used
Sanitation (Filter, Kitbox, Truck, Labor)	15		-	22,500	57,072	37,680	75,800	193,052	457,100	264,048	58%	Mid Variance
Deep/Shallow tubewell and equipment	20		-	1,972,375	-	-		1,972,375	2,215,000	242,625	11%	Minor Variance
Electrical Installation	21		-	-	-	-		-	50,000	50,000	100%	Not Used
Others	35		-	-	-	-		-	300,000	300,000	100%	Not Used
Total	36	222,418	426,617	6,303,352	11,009,261	3,112,775	4,127,714	25,202,137	48,113,346	22,911,210	48%	Mid Variance
Less: Local Income		53,000	82,450	1,157,272	115,663	317,325	2,593,244	4,318,954	-	(4,318,954)		
HO Asset Disposal Cash Received		-	-	-	-	-	14,060	14,060	-	-		
Less: Sec. Dep, Med ins & Various Income Received during this Year		-	-	-	-	-	-	(61,742)	-	61,742		
Actual Expenses of Foreign Donations		169,418	344,167	5,146,080	10,893,598	2,795,450	1,520,410	20,930,865	48,113,346	27,182,481		

Society for International Ministries (SIM) Bangladesh
Education and Training Project # 2
Utilization of Foreign Donation and Local Receipts
As of 30-06-2021

Particulars	Foreign Donation	Local Receipt	Total (Taka)
Balance brought forward from 01 July 2020	11,405,692	-	11,405,692
Add: Received during the year	30,112,865	4,271,272	34,384,137
	41,518,557	4,271,272	45,789,828
Less: Payments for the year	20,930,865	4,271,272	25,202,137
Unutilized Balance as on 30 June 2021	20,587,692	-	20,587,692





Auditor's Comments as per the Terms of Reference (TOR) issued by the NGO Affairs Bureau, Government of the People's Republic of Bangladesh

Name of Organization : Society for International Ministries (SIM) – Bangladesh
Name of the Project : Education and Training Project (Project # 2)

Condition -1: Requirement-

CA firm should maintain highest responsibility and impartial role in case of audit of NGOs.

Observation and Comments:

We have conducted the audit with due responsibility and kept ourselves fully independent while conducting the audit. We have also complied with the terms and conditions of the audit.

Condition-2: Requirement-

At the time of audit of accounts of NGOs each Firm will see if the following rules have been followed while implementing projects and the auditors will report accordingly:

- ❖ The Foreign Donations (Voluntary Activities) Regulation Ordinance, 1978;
- ❖ The Foreign Donations (Voluntary Activities) Regulation Rules 1978;
- ❖ The Foreign Contributions (Regulation) Ordinance 1982; and
- ❖ The Rules as per Circular No. 07.070.022.03.00.013.2010-90(500) dated 12-04-2012 issued by the Prime Minister's Office; and
- ❖ Project approval related FD-6, FD-7, FD-8 or FC-1 (where purpose and vision of the Project and detailed Head of Budget is mentioned); and
- ❖ Whether the Project has been implemented as per terms of the Project Approval Letter.

Observation and Comments:

From our verification, we observed that the SIM Bangladesh has complied with rules and regulations and procedures mentioned as above. SIM Bangladesh has also implemented the project and incurred expenses properly as per terms of approval of the FD-6, FD-7 or FC-1.

Condition-3: Requirement-

The CA Firm will have to submit along with audit report, the Audit Certificate as per the Bureau approved Form FD-4 and Annexure A-1 annexed thereto regarding foreign donation receipts and expenditure. In FD-4 all information regarding foreign donation will be on cash basis, not on accrual basis. That means, no amount relating to foreign donation can be shown as negative or receivable. While writing the difference between approved budget as per FD-4, and actual expenditure total amount will have to be mentioned. In Annexure A/1 details of all these, i.e. head wise approved budget, actual expenditure, variance in terms of percentage and reason for variance will have to be described. Head/Sub-Head described in Annexure A/1 and budget against it shall be as per approved project (Annexure-C).

Observation and Comments:

Format FD-4 & Annexure-A/1 as prescribed by Bureau in respect of foreign donations are enclosed herewith Expenditure was incurred for the purpose of the project as mentioned in FD-6.



Condition-4: Requirement-

Separate audit report will have to be prepared for each project and the report shall be on the basis of project year (maximum for a period of 12 months). If there is any local income/donation in the project that has to be shown separately in separate column.

Observation and Comments:

Separate audit report is prepared for each project and the report is based on project year. The project accounts cover a period of 12 months from 1 July 2020 to 30 June 2021. Local income earned/donations received during the year have been shown separately.

Condition-5: Requirement-

Mission, vision, objects of the project and main program and correct information about following matters will have to be mentioned in explained column:

01	Name of the project:	Education and Training Project
02	Total period of the project:	5 years (01 July 2016 to 30 June 2021)
03	Number and date of the project approval memo:	03.09.0000.666.68.087.16-665 Date: 18/12/2016
04 & 05	Number, date and amount of the fund releasing memo: (giving details of installments):	I) Memo No. 03.09.0000.666.68.087.16-343 Date: 14.07.2020 Taka 2,21,44,173 II) Memo No. 03.09.0000.666.68.087.16-496 Date: 17.05.2021 Taka 2,21,44,173

06	Amount of foreign donation received:	Taka 30,112,865		
07	Whether the foreign donation amount was received in mother account before release of fund:	No.		
08	Audit year (project year):	Year ended 30 June 2021.		
09	Project area (District, Upa-Zilla):	Sl. No.	Name of Districts	Name of Upazilla
		i	Dhaka	Mirpur, Badda
		ii	Rajshahi	Sadar
		iii	Faridpur	Sadar, Nagarkanda, Saltha
		iv	Gajipur	Sadar
10	Number of beneficiaries:	3,954		
11	Date of appointment of audit firm for conducting audit:	10 June 2021		



Observation and Comments:

Goal, object and main Programs:

(i) Children's Uplift Program

CUP's primary objective is to meet the needs of children in street or other high risk situations through working with them and their mothers. CUP recognizes that they are not passive victims but actors in their own life situations and their abilities should be encouraged and utilized. However, CUP also recognizes that they have limited life opportunities and the vast majority will have had traumatic life experiences. CUP aims to work in partnership with women and children to empower them and offer them opportunities to improve their own lives.

Specific objectives for these children and mothers;

- Provide and assist obtaining access for safe shelter for children in situations where parents are unable to protect them;
- Provide mothers and infants with shelter when they are in emergency situations such as sickness;
- Enable and support mothers to meet their children's development needs through health, values and parenting teaching and support;
- Give mothers vocational skills and employment to enable them to financially support themselves and their children;
- Enable children to access mainstream schools successfully;
- Assist children and mothers in dealing with life experiences that affect them negatively;
- Enable homeless mothers and children in the area to access local services, particularly health services;
- Meet the immediate needs of homeless mothers and children through providing first aid and advice;
- Empower children and mothers to live successfully in mainstream society.

(ii) Dialogue Spoken English Program

Specific objectives include:

- Utilize native English speaking instructors to provide training to target groups that will enable Bangladeshi individuals to acquire proficiency in English. The target groups for those to receive instruction include:
 1. University and college level students
 2. Specialized professional groups such as businessmen, their wives and families, teachers, medical workers, engineers, accountants, secretaries; etc.
 3. Other appropriate groups.
- Promote the development of staff and students in technical, personal & moral areas. We desire to equip them with the necessary skills to become leaders in their homes and community.
- Interact with other TEFL organizations providing similar training in Bangladesh to both learn from them and to provide them with assistance as appropriate.

(iii) Arsenic Poisoning Prevention Program

The overall objective for the Arsenic Poisoning Prevention Program is to assist the Government of Bangladesh in meeting one of their highest goals: to provide safe and

arsenic-free drinking water to all of the citizens of Bangladesh. In various documents, the Government of Bangladesh has invited NGOs to work with them in reaching this goal.

The specific goals of the Arsenic Poisoning and Prevention Program include:

- Identification of those highly contaminated arsenic areas within our project working areas. Highly contaminated areas are defined as drinking water with arsenic concentrations of the order of 300-500 ppb.
- Identification of those individuals in our working areas who have been highly affected by drinking arsenic contaminated water. Highly affected individuals are defined as those who have developed visible medical symptoms of arsenic poisoning. We will refer to these people as arsenic patients in this document.
- Providing an arsenic free drinking water source to those highly contaminated areas and those highly affected individuals mentioned above. Our plan for the provision of an arsenic free drinking water source is the utilization of arsenic removal filters.
- Provide medical assistance to those highly affected individuals. Our plan for medical assistance is the provision of anti-oxidant therapy for rapid arsenic removal for those highly affected individuals.

(iv) Mechanical Training Centre

Mechanical training Projects by local name SALAM Training Center (STC) to train disadvantaged young man to become productive members of their families, fellowships, and communities and country. Bangladesh government have a plan for unskilled people to make skilled. Their result becomes beneficial for both people and for they country. This is accomplished through vocational I training that results in marketable skills for all graduates, and through moral training that results in transformed lives of integrity, service to the communities.

A new batch of 20-24 students are admitted every year and course start with a four trade's together beginning of the year.

Specific objectives for these Youths:

- ⇒ Motorcycle & CNG, Auto rickshaw mechanics A 12 month course, including a 3 month internship out of STC.
- ⇒ Electric house wiring, Fan and motor repair: A 9 month course, including a 3 month internship outside of STC.
- ⇒ Mobile phone servicing and Basic computing: A 9 month course, all time at STC .
- ⇒ Welding: A 6 month course in side of STC no additional time for internship.

(v) SIM Bangladesh Head Office

SIM Bangladesh Head Office is an administrative office for all projects. Head office ensures internal control of its projects by conducting internal audit, frequently visit projects, meeting with projects managers, coordinators and directors and channelize funds to the projects. Head office provides various training to projects, consultant for various issues and liaise with government and also does everything for the Government audit. Head office coordinating with SIM International Administration.



Condition-6: Requirement-

Balance Sheet, Income & Expenditure Account and Receipts & Payments Account will be part of audit report and these will bear signature of the authority of the NGO. If at any particular case balance sheet is not required, reason for such non Requirements will have to be explained. Whether Receipts and Payments Account has been prepared as per head of accounts maintained in the ledger book of the NGO is to be ensured. In the head of accounts (i.e. contingencies and others) where total expenditure has been shown, break up is to be attached in the notes.

Observation and Comments:

Balance sheet, Income & Expenditure Account and Receipts and Payments Account have been incorporated in audit report. Receipts and Payments Account has been prepared in conformity with the head of accounts maintained in the ledger book of the NGO. Break up of the gross expenditure is given below:

Contingencies:

Sl. No.	Particulars	Amount (Taka)
(1)	Arsenic	12,766
(2)	CUP	4,040
	Total	16,806

Other expenses:

Sl. No.	Particulars	Amount (Taka)
(1)	Arsenic	494,423
(2)	EngE	25,296
(3)	Admin	136,885
(4)	CUP	58,838
(5)	STC	54,953
	Total	770,395



Condition-7: Requirement-

In each page of NGO's audit report page number should be given. Initial of competent authority of the CA Firm and common seal should be given on each page. However full signature of the auditor should be given on Auditors' Report, Balance Sheet, Account Statement, FD-4 Certificate and on report as per TOR. Below the full signature full name of the FCA/ACA with designation should be written. In the audit reports of NGOs following sequence should be maintained:

First Part:

- Certificate of the auditor mentioning scope, opinion etc.
- Balance Sheet
- Income & Expenditure Account/Statement
- Receipts & Payments Account/Statement
- Notes to Financial Statements
- Schedule/Appendix/Other Statements

Second Part:

- FD-4 Certificate
- Annexure A/1
- Notes to FD-4 (if any)
- TOR of NGO Bureau. Report is to be submitted as per Requirements of TOR (Conditions of TOR are to be followed exactly).

Observation and Comments:

Each page of the NGO audit report contains page number, initial of authorized person of CA firm and common seal and Auditor's certificate, balance sheet, accounts statements, FD-4 certificate and report as per TOR contain full signature of the Auditor. Moreover, NGO audit reports have the above-mentioned sequence.

Condition-8: Requirement-

In case of multi-years project, if audit was conducted in previous year, if so, if audit report was sent to NGO Bureau is to be mentioned in the audit report. If audit was done in previous year and if report was sent to the Bureau is to be mentioned, in case of continuous project, i.e. if the project was continuing in previous year in same name/in same nature

Observation and Comments:

We confirm that we have not carried-out the audit continuously for more than 5 years of this project.

Condition-9: Requirement-

After completion of audit one copy (original copy) of audit report in sealed envelope should be sent directly to Deputy Director (Inspection & Audit) NGO Affairs Bureau Dhaka.

Observation and Comments:

One copy of audit report in sealed envelope sent directly to Deputy Director (Inspection & Audit) NGO Affairs Bureau Dhaka.



Condition-10: Requirement-

Mention the first registration date, registration number and renewal date of the NGO with NGO Affairs Bureau.

Observation and Comments:

The registration number of SIM Bangladesh with NGO Affairs Bureau is 105. The first registration was on 03.09.1981 and renewed on 16.01.2020.

Condition-11: Requirement-

Whether NGO has complied clause 7 of Foreign Donation (voluntary Activities) Regulation Rules, 1978 in regard to foreign donation received through a single Bank Account. If foreign money has been received in more than one Bank Account, mention related Bank name, and Account Number & donation amount.

Observation and Comments:

The NGO has received all foreign donations through a single Bank Account.

Name of the bank : AB Bank Ltd
Bank Branch : Dhanmondi, Branch.
Bank Account No. : 4021-639699-000

Condition-12: Requirement-

Mention the NGO Bureau approved bank account (mother account) number, bank name, branch name, amount of donation with date & donor name for the related project year. Mention project bank account number, bank name, branch name, amount of bank balance. Mention whether bank reconciliation of mother bank account & project bank account has been done and found correct.

Comments:

Details of approved bank account by NGO Affairs Bureau to receive foreign donations:

Name of the bank : AB Bank Ltd
(Mother account)
Bank Branch : Plot-45, Road-16, Dhanmondi R/A, Dhaka-1209
Bank Account No : 4021-639699-000

Amount Of donation with Date
Date: 31 Aug 2020 : Taka 8,982,650.00
Date: 09 Dec 2020 : Taka 9,503,140.00
Date: 08 Mar 2021 : Taka 3,651,825.00
Date: 28 Jun 2021 : Taka 7,975,250.00

Name of the bank : **AB Bank Ltd**
(Mother account)
Bank Branch : Plot-45, Road-16, Dhanmondi R/A, Dhaka-1209
Bank Account No : 4021-639699-000
Amount of Bank Balance : **Taka. 2,285,195.00**



Name of the bank : **AB Bank Ltd**
(Project Account CUP)
 Bank Branch : 5/A, 5/B, Darus Salam Main Road (1st fl) Section 1,
 Mirpur, Dhaka.
 Bank Account No : 4015-762604-000
 Amount of Bank Balance : Taka. 3,324,972.00

Name of the bank : **Southeast Bank Ltd.**
(Project Account Eng. Ex)
 Bank Branch : Mohammadpur, Dhaka.
 Bank Account No : 111000000238
 Amount of Bank Balance : Taka. 31,428.00

Name of the bank : **Dutch Bangla Bank Ltd.**
(Project Account STC)
 Bank Branch : Reza Tower, Chowrasta, Gazipur
 Bank Account No : 138-110-8002
 Amount of Bank Balance : Taka. 709,071.00

Name of the bank : **Dutch Bangla Bank Ltd.**
(Project Account APP)
 Bank Branch : 1st and 2nd Floor, 57, Chakbazar, Faridpur
 Bank Account No : 1891100002512
 Amount of Bank Balance : Taka. 1,020,833.00

FDR AT AB Bank Tk. : Taka 9,00,000.00
 FDR No. (3472083)
 FDR AT AB Bank Tk. : Taka 4,50,000.00
 FDR No. (3472084)
 FDR AT AB Bank Tk. : Taka 11,00,000.00
 FDR No. (3555844)
 FDR AT AB Bank Tk. : Taka 4,50,000.00
 FDR No. (3609590)
 FDR AT AB Bank Tk. : Taka 3,50,000.00
 FDR No. (3609589)
 FDR AT AB Bank Tk. : Taka 13,00,000.00
 FDR No. (3578313)
 Security Deposit to Land : Taka 60,000.00
 For EngE. Office
 FDR-3 AT AB Bank Tk. Taka 500,000.00
 FDR No. (43712546)
 FDR-3 AT AB Bank Tk. Taka 8,000,000.00
 FDR No. (43712547)
 STC Student Fees reserve at : Taka 0.00
 STC Office
 Name of The Donor : SIM International USA



Condition-13: Requirement-

Details of goods in kind (if any received by NGO) shall be mentioned in FD-4 separately or cumulatively with proper valuation & submission of statement of its uses & balances as per FD-5.

Comments:

As reported by Concern SIM Bangladesh no Donation in the form of goods were received during the period under audit.

Condition-14: Requirement-

Separately mention the bank interest earned/exchange gain received on donation in accounts statement and mention NGO Affairs Bureau approval for its utilization.

Comments:

The Organization has not received interest/exchange gain on foreign donation amount.

Condition-15: Requirement-

Mention whether NGO has followed section 6 of Foreign Donations (Voluntary Activities) Regulation Rules, 1978 to maintain double entry system of accounting in regard to cashbook/bankbook, ledger book, stock register, asset register & other register.

Comments:

The accounts of SIM Bangladesh are maintained under double entry system of book keeping and ledger book and other registers have been maintained properly. And they have followed all required conditions of section 6 of the Foreign Donations (Voluntary Activities) Regulation Rules, 1978 in the above matter.

Condition-16: Requirement-

Mention whether NGO has for Foreign Aided Project (with previous project) maintains separate or consolidated accounts for Revolving Loan Fund (RLF) for on going and completed project and whether get the separate accounts audited independently. If the NGO not maintained separate set of accounts for consolidated RLF by the foreign donation money, the received service charge shall be mentioned as income from the loan disbursed from project.

Comments:

The project has no revolving loan fund.

Condition-17: Requirement-

Mention whether NGO has obtained certificate from Micro Credit Regulatory Authority for implementing micro credit program from the foreign donation money.

Comments:

Not applicable.



Condition-18: Requirement-

Mention whether NGO has incurred any expenditure in foreign currency, if yes, mention details.

Comments:

No expenditure was made in foreign currency by the organization out of the receipt of foreign donation of the project during the period under audit.

Condition-19: Requirement-

Whether excess expenditure over budget has been incurred or adjusted with other budget line items or unapproved budget line items adjustments with approved budget line. If yes, mentioned the details of the purpose of making the excess expenditure with reason.

Comments:

Budget variance with comments has been given in Annexure-A/1 enclosed with the report.

Condition-20: Requirement-

The salaries and allowances of officer/staff and any other expenses above Taka 10,000 are to be paid by bank cheque and bank transfer as per instruction in relevant circular. If the NGO has non-compliance with that and paid in cash, that should be mentioned in the report.

Comments:

The salaries and allowances of officer/staff of the organisation are made through bank transfer and expenses above Taka 10,000 are paid through bank transfer by SIM Bangladesh.

Condition-21: Requirement-

Given the detail information about the sources of the loan if, money has been borrowed to implement the project activities and concern approval of the executive committee of NGO.

Comments:

No loan has been taken by the Education and Training Project from other project to implement the project activities.

Condition-22: Requirement-

Whether any member of General Committee or Executive Committee has received salary allowances & honorarium in any form, if yes, give the details with Executive Committee approval. Mention the details of the full/part salary-allowances/honorarium received from the project/other projects by the Executive Head of the Audited Project.

Comments:

During this year no salary & allowances received by the member of executive committee.



Condition-23: Requirement-

Mention whether the Internal Control System of the NGO is satisfactory.

Comments:

During our verification we observed that including the following policies/requirements Internal Control System of SIM Bangladesh is satisfactory.

1. Accounting Policy
2. Procurement/Purchase Policy
3. Asset Management Policy

Condition-24: Requirement-

Whether any money was refunded to the Donor Agency, if refunded whether NGO Bureau approval was taken, details are to be given.

Comments:

No money was refunded to the donor during the period under audit.

Condition-25: Requirement-

Mention whether of Revenue Stamp has been used and VAT/Tax has been deducted from bill/vouchers in appropriate cases and the same has been deposited into Government Treasury as per law of the country/Government Rules & Regulations. Mention, separately the deposited figure of VAT/Tax to Government Treasury.

Comments:

Revenue Stamp has been used & tax has been deducted from bill/vouchers in appropriate cases. During the year VAT and Tax Taka **746,090.00** has been deducted and deposited into Government Treasury as per law of the country/Government's rules and regulations.



Education and Training Project

FY:2020-2021

Sl. No.	Head of expenses /1 (with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
	2	3									12
1	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-09,08 Date: 05.08.20
2	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-163,162 Date: 13.09.20
3	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-105,104 Date: 07.10.20
4	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-102,103 Date: 09.11.20
5	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-27,28 Date: 03.12.20
6	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no- 139,138 Date: 07.01.21
7	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no- 94,93 Date: 09.02.21
8	HO Audit Fees	30,000	4,500	3,000	4,500	3,000	4,500	3,000	-	-	Ch no-147,148 Date: 14.02.21
9	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-74,75 Date: 03.03.21
10	HO VAT On Monitor	12,800	960	-	960	-	960	-	-	-	Ch no-66 Date: 11.03.21
11	HO VAT On Photocopier	63,000	4,725	-	4,725	-	4,725	-	-	-	Ch no-65 Date: 11.03.21



Sl. No.	Head of expenses /1 (with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challian No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
	2	3									12
12	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no- 49,48 Date: 08.04.21
13	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no-100,101 Date: 06.05.21
14	HO VAT On AMC Rohimafrooz	20,000	2,000	-	2,000	-	2,000	-	-	-	Ch no- 47 Date: 27.05.21
15	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no- 85,84 Date: 06.06.21
16	HO House Rent	39,000	5,850	1,950	5,850	1,950	5,850	1,950	-	-	Ch no- 64,65 Date: 23.06.21
	Sub Total	593,800	82,385	26,400	82,385	26,400	82,385	26,400	-	-	
17	CUP Office Rent Jul-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no-178, 179 Date:26-07-20
18	CUP Office Rent Aug-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no-833,834 Date:25-08-2020
19	CUP Table purchase	11,609	1,741.35	-	1,741	-	1,741	-	-	-	Gnu cash no-212 Date: 20-09-2020
20	CUP Office Rent Sep-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 609,610 Date: 24-09-2020
21	CUP Office Rent Oct-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 159, 160 Date: 18-10-2020
22	CUP Office Rent Nov-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 78, 79 Date: 17-11-2020
23	CUP Office Rent Dec-20	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 201, 202 Date: 20-12-2020

Sl. No.	Head of expenses according to annexure-A /1(with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
	2	3									12
24	CUP Office Rent January-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 17,16 Date: 17-01-2021
25	CUP Office Rent February-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 34,35 Date:17-2-2021
26	CUP Office Rent March-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 31,32 Date: 18-03-2021
27	CUP Office Rent April-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 57,58 Date: 25-04-2021
28	CUP Cheque books	750	112.50	-	112.50	-	112.50	-	-	-	Ch no- Bank statement Date: 30-04-2021
29	CUP Office Rent May-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 224,225 Date: 20-05-2021
30	CUP Office Rent June-21	84,721	12,708	4,236	12,708	4,236	12,708	4,236	-	-	Ch no- 32,33 Date: 20-06-2020
31	CUP Clients certificate program	11,703	878	-	878	-	878	-	-	-	Ch no- 34 Date: 20-06-2020
32	CUP Chair Purchase	26,854	4,028	-	4,028	-	4,028	-	-	-	Gnu cash no-1170 Date: 29-06-2020
33	CUP Chair carrying charge	537	81	-	81	-	81	-	-	-	Gnu cash no-1170 Date: 29-06-2020
34	CUP Chair Purchase	18,609	2,791	-	2,791	-	2,791	-	-	-	Gnu cash no-1170 Date: 29-06-2020
	Sub Total	1,086,714	162,128	50,832	162,128	50,832	162,128	50,832	50,832	-	-



Sl. No.	Head of expenses according to annexure-A /1 (with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
35	APP House Rent	17,718	2,658	886	2,658	886	2,658	886	-	-	Ch no-5,4 Date:28 /07/20
36	APP House Rent	17,718	2,658	886	2,658	886	2,658	886	-	-	Ch no-52,53 Date:27/08/20
37	APP House Rent	17,718	2,658	886	2,658	886	2,658	886	-	-	Ch no-200,201 Date: 27/09/20
38	APP House Rent	17,718	2,658	886	2,658	886	2,658	886	-	-	Ch no-20,21 Date: 29/10/20
39	APP House Rent	17,718	2,658	886	2,658	886	2,658	886	-	-	Ch no- 318,319 Date: 26/11/20
40	APP House Rent	17,882	2,682	894	2,682	894	2,682	894	-	-	Ch no- 102, 103 Date: 30/12/20
41	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no- 83,84 Date: 25/01/21
42	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no- 311-312 Date: 28/02/21
43	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no- 52,53 Date: 28/03/21
44	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no-65,66 Date: 28/04/21
45	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no- 2,3 Date: 27/05/21
46	APP Ars. Test.kit P.	567,000	42,525	-	42,525	-	42,525	-	-	-	Ch no- 354 Date: 20/06/21



Sl. No.	Head of expenses /(with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
	2	3									12
47	APP House Rent	17,800	2,670	890	2,670	890	2,670	890	-	-	Ch no- 279,280 Date: 28/06/21
48	APP Printer Pur.	22,500	900	-	900	-	-	-	900	-	Ch no- 8 Date: 12/07/21
	Sub Total	802,772	75,417	10,664	75,417	10,664	74,517	10,664	900	-	
49	STC Land Tax 1426		-	6,222	-	6,222	-	6,222	-	-	Receipt no-523707,52 Date: 27.07.20
50	STC Land Tax 1427		-	5,850	-	5,850	-	5,850	-	-	Receipt no-872604,872 Date: 20.09.20
51	STC Holding Tax 2012-2021		-	237,218	-	237,218	-	237,218	-	-	Rec no-86658 Date: 25.03.21
52	STC VAT On Refrigerator	37,680	1,884	-	1,884	-	1,884	-	-	-	Ch no-616 Date: 27.06.21
	Sub Total	37,680	1,884	249,290	1,884	249,290	1,884	249,290	-	-	
53	Dialouge Office Rent (June 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 11 Date: 02.07.20
54	Dialouge Office Rent (July 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 05 Date: 28.07.20
55	Dialouge Office Rent (August 2020)	7,500	1,125	-	1,125	-	1,125	-	-	-	Ch no-4 Date: 09.09.20
56	Dialouge Office Rent (Sep 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 4 Date: 06.10.20
57	Dialouge Office Rent (October 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 29 Date: 10.11.20

Sl. No.	Head of expenses according to annexure-A /1(with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)		Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT	
58	Dialouge Office Rent (Nov 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 10 Date: 09.12.20
59	Dialouge Office Rent (Dec 2020)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no-12 Date: 06.01.21
60	Dialouge Student Fees (Dec 2020)	27,000	3,522	-	3,522	-	3,522	-	-	-	Ch no- 13 Date: 06.01.21
61	Dialouge Office Rent (Jan 2021)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 35 Date: 07.02.21
62	Dialouge Office Rent (Feb 2021)	15,000	2,250	-	2,250	-	2,250	-	-	-	Ch no- 06 Date: 08.03.21
63	Dialouge Office Rent (March-June 2021)	54,000	8,100	-	8,100	-	8,100	-	-	-	Ch no. 7 Date: 06.04.21
64	Dialouge Student Fees (March 2021)	10,000	1,304	-	1,304	-	1,304	-	-	-	Ch no. 8 Date: 06.04.21
65	Dialouge Student Fees (April 2021)	16,000	2,087	-	2,087	-	2,087	-	-	-	Ch no. 9 Date: 06.04.21
	Sub Total	234,500	34,138	-	34,138	-	34,138	-	-	-	
66	EngE House Rent July'20	16,000	2,400	800	2,400	800	2,400				Ch. No. 164 13/08/20
67	EngE House Rent -Aug'20	16,000	2,400	800	2,400	800	2,400				Ch. No. 88 10/9/2020
68	EngE House Rent- Sep'20	16,000	2,400	800	2,400	800	2,400	3,200			Ch. No. 27; 31 7/10/2020
69	EngE House Rent- Oct'20	16,000	2,400	800	2,400	800	2,400	800			Ch No. 39; 40 1/11/2020;

Sl. No.	Head of expenses /1(with subtitle)	Amount of expense (Taka)	Deductible amount		Deducted Amount		Deposited amount in Govt. Treasury (Taka)			Outstanding amount (Taka)		Treasury/Mushok Challan No. & Date
			4 VAT	5 IT	6 VAT	7 IT	8 VAT	9 IT	10 VAT	11 IT		
	2	3										12
70	EngE House Rent- Nov'20	16,000	2,400	800	2,400	800	2,400	2,400	800			Ch. No. 65; 67 8/12/2020
71	EngE House Rent- Dec'20	16,000	2,400	800	2,400	800	2,400	2,400				CH. No. 42 7/1/2021
72	EngE House Rent- Jan'21	16,000	2,400	800	2,400	800	2,400	2,400				Ch. No.29 21/01/21
73	EngE House Rent- Feb'21	16,000	2,400	800	2,400	800	2,400	2,400	2,400			Ch. No. 65;64 28/02/21
74	EngE House Rent- March'21	16,000	2,400	800	2,400	800	2,400	2,400				Ch. No. 232 11/4/2021
75	EngE House Rent- April'21	31,000	4,650	1,550	4,650	1,550	4,650	4,650				Ch. No. 98 11/5/2021
76	EngE House Rent- May-21	31,000	4,650	1,550	4,650	1,550	4,650	4,650				Ch. No. 67 13/06/21
77	EngE House Rent- Jun-21	31,000	2,250	750	2,250	750	2,250	2,250	4,650			Ch.No. 158; 157 27/06/21
78	EngE VAT on Student Fee							8,852				165;28;233;156 13/08/20;17/10/20; 11/04/21;27/06/21
	Sub Total	237,000	33,150	11,050	33,150	11,050	42,002	11,850				
	Total	2,992,466	389,102	348,236	389,102	348,236	397,054	349,036	900			

Total Vat Paid=	397,054
Total IT Paid=	349,036
Total VAT & IT Paid =	746,090



Condition-26: Requirement-

It should be reported whether the NGO, as a legal entity, submits income tax return to NBR as per Income Tax Ordinance 1984 for each year and whether there is any foreigner employee in the organization, if so whether he/she gives Income Tax Return of the previous year and if assessments were settled or not.

Comments:

SIM Bangladesh has submitted Income Tax Return as per Income Tax Ordinance 1984. The TIN number is **8621-2236-4562/Circle 101**. The foreign employees submitted their Income Tax Returns and their assessments were completed.

Condition-27: Requirement-

Mention whether NGO has any Income Generating Activities-IGA under the project. If yes, then give the name of IGA and if tax has been paid for the earned income or tax exemption certificate has been collected from NBR.

Comments:

There is no Income Generating Activities under the Project.

Condition-28: Requirement-

Give the details whether any officer/employee/any member of Executive Committee or General Committee of the NGO has visited foreign country with the money received from foreign sources/tickets/receiving other facilities in this case. Whether approval for such visit has been taken from NGO Bureau and given the details of it.

Comments:

There is no approved budget head for foreign travel and no officer/employee, member of executive committee or general committee availed foreign travel by using the project's fund during the year under audit.

Condition-29: Requirement-

Enclose statement of fixed assets owned by NGO during the time of audit. Whether fixed assets/deed/house rent contract/donated land/vehicle & other assets have been in the name of NGO.

Comments:

All Fixed Assets, vehicle and other Assets list has been attached to the Financial Statement and such Assets are purchased/registered/rented on behalf of SIM Bangladesh.

Condition-30: Requirement-

If fixed/current assets transferred or sold which was purchased from project fund. If done was approval from NGO Affairs Bureau obtained.



Comments:

Fixed/current assets has been sold during this year without obtain approval from NGO Affair Bureau.

Condition-31: Requirement-

Whether the audit firm submits management letter mentioning inconsistencies and irregularities to the NGO Management and one copy of the same shall be submitted to Deputy-Director (Inspection & Audit) with audit report. If this type of letter/report is not needed, it shall be mentioned.

Comments:

Not applicable.

Condition-32: Requirement-

One CA-Firm cannot audit the same project of same NGO continuously for more than 5 years. This shall be confirmed by the CA Firm that the Firm has not carried out the Audit continuously for more than 5 years.

Comments:

We confirm that we have not carried-out the audit continuously for more than 5 years of this project.

Condition-33: Requirement-

Mention the names of Members of Executive Committee/Governing Body/ Management Committee of the NGO.

Comments:

List of Executive Committee Members are as follows:

Name	Designation
Neil Miller	Director
Jake Peter Martinson	Member
Laizu Akther	Treasurer
Edna Velasco	Personnel Coordinator
Hosanna Thomas	Member



Condition-34: Requirement-

Mention whether the NGO has incurred the audit fees from the project.

Observation and Comments:

SIM Bangladesh has incurred the audit fees from the following project.

Project Name	Portion of Audit Fees
Education and Training	90%
Beeztola Education Project	10%

Condition-35: Requirement-

Audit report shall contain the memo number, serial number with date of CA Firm's enlistment and renewal.

Observation and Comments:

Our enlistment with the NGO Affairs Bureau is memo number: 03.07.2666.657.43.253.17-51
Dated: 16 January 2020, Serial No. 19.

Condition-36: Requirement-

Expression of an opinion after due examination whether all the financial transaction of the organization are free from money laundering and terrorist financing.

Observation and Comments:

After due examination, we opine that there were no indication of involvement of Society for International Ministries (SIM) Bangladesh with any money laundering and terrorist financing activities.

Condition-37: Requirement-

Conditions for project approval are followed accordingly and the audit firm should have a detailed opinion, including proof that the local administration has been involved in the implementation of the project.

Observation and Comments:

The project management has informed us that the local authority was involved, and they have applied to the local authority for obtaining certificate which is under process.



Condition-38: Requirement-

Whether audit activities have been performed within the stipulated time; if not, the justification for delay is to be mentioned.

Observation and Comments:

Audit activities have been done in delay due to pandemic of COVID-19.



Dated: Dhaka
16 September 2021

(Maqbul Ahmed, FCA)
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Ata Khan & Co.
Chartered Accountants
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