



Grant Thornton

Howladar Yunus & Co.

Independent Auditor's Report on the Financial Sta
bject Name: Improved Governance Through Open Flo
emented by: Management and Resources Developme
Funded by: The Asia Foundation (TAF)
For the year ended 31 December 2021

Chartered Accountants

Member firm of Grant Thornton International Ltd.

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Independent Auditor's Report on the Financial Statements of
Project Name: Improved Governance Through Open Flow of Information
Implemented by: Management and Resources Development Initiative (MRDI)
Funded by: The Asia Foundation (TAF)
For the year ended 31 December 2021

Submitted by:
Howladar Yunus & Co.
Chartered Accountants

26 February 2022

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FIRST PART

**Auditor's Report and
Audited Financial Statements**

Independent Auditor's Report to the Board of Directors of
Management and Resources Development Initiative (MRDI)
on the Audit of the Financial Statements

Howladar Yunus & Co.

House-14 (Level 4 & 5)

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Opinion

We have audited the Financial statements of **Improved Governance Through Open Flow of Information (IGTOFI)** project implemented by Management and Resources Development Initiative (MRDI), funded by The Asia Foundation (TAF) which comprise the balance sheet as at 31 December 2021, the Statement of Income and Expenditure and 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 of the financial position of the project as at 31 December 2021, and its financial performance and its Receipts & Payments for the year then ended in accordance with International Financial Reporting Standards (IFRSs).

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). 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 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

Management is responsible for the preparation of the financial statements that give a true and fair view in accordance with International Financial Reporting Standards (IFRSs) and other applicable laws 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.

Chartered Accountants

Member firm of Grant Thornton International Ltd

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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 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.

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 the audit in accordance with ISAs, we exercise professional judgement 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.

A handwritten signature in blue ink, appearing to be "J. W. Smith", located at the bottom center of the page.



- 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.

A handwritten signature in blue ink that reads "Muhammad Farooq".

Muhammad Farooq FCA
Managing Partner, Enrolment No. 0521
Howladar Yunus & Co., Chartered Accountants
Firm Registration No.: N/A

Dated, Dhaka: 26 February 2022
DVC No.: 2202260521AS891712

Project Name: Improved Governance Through Open Flow of Information
Implemented by: Management and Resources Development Initiative (MRDI)
In partnership with: The Asia Foundation (TAF)

Balance Sheet
As at 31 December 2021

	Notes	As at 31 Dec 2021 BDT	As at 31 Dec 2020 BDT
Assets			
Fixed Assets	3	538,700	538,700
Cash and cash equivalents	4	3,729	597,319
Receivable from donor	5	407,331	-
		<u>949,760</u>	<u>1,136,019</u>
Fund and Liabilities			
Unutilized donor fund	5	-	489,347
Reserve fund-bank interest	9	12,924	7,972
Provision for expenses	7	398,136	100,000
Fixed Assets fund	3	538,700	538,700
		<u>949,760</u>	<u>1,136,019</u>

The accompanying notes (1-26) form an integral part of these financial statements.


Md. Mominul Islam
Deputy Manager, Finance


Hasibur Rahman
Executive Director

As per our annexed report of same date



Muhammad Farooq FCA
Managing Partner, Enrolment No. 0521
Howladar Yunus & Co., Chartered Accountants
Firm Registration No.: N/A

Dated, Dhaka: 26 February 2022
DVC No.: 2202260521AS891712

Project Name: Improved Governance Through Open Flow of Information
 Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with: The Asia Foundation (TAF)
 Income and Expenditure Statement
 For the year ended 31 December 2021

	Notes	For the year ended	For the year ended
		31 Dec 2021	31 Dec 2020
		BDT	BDT
Income			
Grant income	8	7,055,148	5,873,333
		<u>7,055,148</u>	<u>5,873,333</u>
Expenditure			
Content Development Meeting	10	-	78,255
Online course for youth on basics of fact checking	11	-	948,187
Social media & online media advertisement for campaign	12	-	102,554
Youth engagement on COVID-19 and RTI	13	-	284,944
Online session on safety of journalist	14	-	431,920
Sharing with gatekeepers	15	-	65,000
Conduct a survey on people's trust in media and external engagement in media	16	225,000	-
Finalize study tools	17	1,074,425	-
Focus group discussion (FGDs)	18	29,500	-
Media gatekeeper engagement programme on public interest issue	19	-	62,259
Two-day training programme	20	75,000	-
3 months mentorship programme	21	755,850	-
Orientation programme for university students on fact checking and verification	22	40,000	-
Orientation for journalists on digital security	23	342,362	-
Programme Team	24	3,313,252	2,721,529
Office & online training Equipments & setup	25	-	96,940
Programme Operations and management	26	1,199,759	1,081,745
		<u>7,055,148</u>	<u>5,873,333</u>

The accompanying notes (1-26) form an integral part of these financial statements.



Md. Mominul Islam
Deputy Manager, Finance



Hasibur Rahman
Executive Director

As per our annexed report of same date



Muhammad Farooq FCA
Managing Partner, Enrolment No. 0521
Howladar Yunus & Co., Chartered Accountants
Firm Registration No.: N/A

Dated, Dhaka: 26 February 2022
DVC No.: 2202260521AS891712

Project Name: Improved Governance Through Open Flow of Information
 Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with: The Asia Foundation (TAF)
Receipts and Payments Statement
 For the year ended 31 December 2021

	Notes	For the year ended 31 Dec 2021 BDT	For the year ended 31 Dec 2020 BDT
Opening balance		597,319	-
Cash at bank		597,319	-
Receipts			
Fund from Donor	5.1	6,158,470	6,901,380
Interest on bank deposit	6	4,952	7,972
Loan from MRDI		-	5,000
Total receipts		6,760,741	6,914,352
Payments			
Content Development Meeting	10	-	78,255
Online course for youth on basics of fact checking	11	-	948,187
Social media & online media advertisement for campaign	12	-	102,554
Youth engagement on COVID-19 and RTI	13	-	284,944
Online session on safety of journalist	14	-	431,920
Sharing with gatekeepers	15	-	65,000
Conduct a survey on people's trust in media and external engagement in media	16	225,000	-
Finalize study tools	17	1,074,425	-
Focus group discussion (FGDs)	18	29,500	-
Media gatekeeper engagement programme on public interest issue	"	-	62,259
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3 months mentorship programme	21	755,850	-
Orientation programme for university students on fact checking and verification	22	40,000	-
Orientation for journalists on digital security	23	342,362	-
Programme Team	24	3,035,816	2,721,529
Office & online training Equipments & setup	25	-	635,640
Programme Operations and management	26	1,179,059	981,745
Loan repaid to MRDI		-	5,000
Total Payments		6,757,012	6,317,033
Closing balances	4.1	3,729	597,319
Cash at bank		3,729	597,319
		6,760,741	6,914,352

The accompanying notes (1-26) form an integral part of these financial statements.


 Md. Mominul Islam
 Deputy Manager, Finance


 Hasibur Rahman
 Executive Director

As per our annexed report of same date


 Muhammad Farooq FCA
 Managing Partner, Enrolment No. 0521
 Howladar Yunus & Co., Chartered Accountants
 Firm Registration No.: N/A

Dated, Dhaka: 26 February 2022
 DVC No.: 2202260521AS891712

Project Name: Improved Governance through Open Flow of Information
Implemented by: Management and Resources Development Initiative (MRDI)
In partnership with: The Asia Foundation (TAF)
Notes to the Financial Statements
For the year ended 31 December 2021

1.0 About the organization and project

1.1 About the organization

Management and Resources Development Initiative (MRDI) is a multi-disciplinary, not-for-profit, non-government organization as well as a company limited by guarantee, is engaged in a wide spectrum of social development activities and seeks to render services to national and international organizations, both in the public and the private domains.

Management and Resources Development Initiative (MRDI) is registered with the Registrar of Joint Stock Companies and Firms, Government of the People's Republic of Bangladesh under the Section 28 of the Company Act 1994 having Incorporation Number is C-544(57)/2003 dated 13 May 2003 as a company limited by guarantee and also registered with the NGO Affairs Bureau having registration number 1962 dated 21 September 2004 under the Foreign Donations Regulation Ordinance 1978 which was renewed on 24 July 2019 for a period of ten years up to 20 September 2029.

The mission of the organization is to support the development of a strong and independent media that exercises excellence in journalism, and to empower all people including the marginalised to freely enjoy their right to information, working with partners in Bangladesh and beyond.

1.2 About the project

Improved Governance through Open Flow of Information is a twenty five months project starting from 01 January 2020 to 28 February 2022. The project is funded by The Asia Foundation (TAF). The project began with the aim of enhancing the capacity of media and skills of journalists on producing objective and authentic in-depth stories on issues of public interest using RTI as a tool. Later, a trust survey was added to the objectives to assess the credibility of the media and enhance media's engagement with the audience. It also focuses on the capacity building of youth on fact checking.

1.3 Objectives of the project

A. Overall objective:

- i. Improved Governance through Open Flow of Information aims to enhance capacity of youth on fact checking to fight disinformation during Covid 19 and how they can keep safe and get authentic information during and post Corona situation. The project facilitates implementation of Management and Resources Development Initiative (MRDI) in Dhaka.
- ii. Engage newsroom managers and reporters in keeping safe while gathering news.
- iii. Enhance the level of people's trust in media and assess level of external stakeholders' engagement to strengthen democracy and political participation with an additional focus on the pandemic period
- iv. Facilitate media houses develop their audience engagement plan.
- v. Enhance capacity of media and skills of journalists on producing objective and authentic in-depth stories on issues of public interest.

B. Program Activities:

- i. Training content development
- ii. Online course for youth on basics of fact checking
- iii. Social media & online media advertisement for campaign
- iv. Youth engagement on COVID-19 and RTI
- v. Online session on safety of journalist
- vi. Sharing findings with gatekeepers
- vii. Conduct a survey on people's trust in media and external engagement in media
- viii. Media capacity building for in-depth reporting on public interest issue
- ix. Orientation programme for university students on fact checking and verification
- x. Orientation for journalists on digital security

1.4 Project period

Total duration of the project is for twenty six (26) months covering from 01 January 2020 to 28 February 2022.

2 Summary of significant accounting policies

2.1 Basis of accounting

The financial statements have been prepared using accrual basis of accounting as going concern except statement of receipts and payments. Most of the IFRS are not applicable for the NGO in the preparation of financial statements. ISA 20 have been followed fully while IAS 1 and 16 have been partly followed.

2.2 Accounting for grants

International Accounting Standard (IAS) 20 "Accounting for Government Grants and Disclosure of Government Assistance" has been followed during the year under audit for recognition of grant income. Grant amount used to acquire Fixed Asset has been shown as "Fixed Asset Fund".

As per IAS 20, grants received are initially recorded as liability. Grant amount used for project expenses has been recognized as income to the extent of expenses incurred.

2.3 Allocation of common staff salary

As per decision of the board & practice of the organization, staff salaries and common cost like utilities, printing and stationeries are allocated based on number of exiting projects implemented by the organization.

2.4 Cash and Cash Equivalents

Cash and Cash Equivalents for the purpose of the receipts and payments comprises of cash and bank balance. Cash and bank balance includes donations received through donor grants which are available for the use of organization without restrictions.

2.5 Fixed Assets and Fixed Assets Fund

Office Equipments purchahsed under the project are shown under Fixed Assets with coresponding amount under Fixed Assets Fund.

As the fixed assets utilizing project fund, no depreciation is charged against the fixed assets.

2.6 Reporting period

The financial statements of the project cover 12 months starting from 01 January 2021 to 31 December 2021.

2.7 Reporting currency

The financial Statements are presented in Bangladesh currency, which has been rounded off to the nearest Taka.

2.8 General

Amount rounded off in nearest BDT. Previous year figure and account titles in the financial statements have been rearranged and reclassified, wherever necessary for the purpose of comparison




	For the period ended 31 Dec 2021 <u>BDT</u>	For the period ended 31 Dec 2020 <u>BDT</u>
8 Grant income		
Grant income	7,055,148	5,873,333
	<u>7,055,148</u>	<u>5,873,333</u>
Amount equivalent to total expenditure incurred for the period has been recognized as grant income for the period according to International Accounting Standard (IAS)-20.		
9 Interest on bank deposit		
Opening Balance	7,972	-
Interest received during the period	5,826	9,379
Less: TDS on bank interest	(873)	(1,407)
Total	<u>12,924</u>	<u>7,972</u>
10 Content Development Meeting		
Honorarium for lead expert	-	37,500
Venue & equipment (MRDI Conference Room)	-	10,000
Honorarium for experts	-	25,000
Food & refreshment	-	4,745
Information kit	-	1,010
Total	<u>-</u>	<u>78,255</u>
11 Online course for youth on basics of fact checking		
Expert honorarium	-	150,000
Developing online education material , LMS Platform subscription and pre-social media campaign	-	798,187
Total	<u>-</u>	<u>948,187</u>
12 Social media & online media advertisement for campaign		
Social media & online media advertisement for campaign	-	102,554
Total	<u>-</u>	<u>102,554</u>
13 Youth engagement on COVID-19 and RTI		
Honorarium for resource person	-	20,000
Connectivity cost for participants	-	208,884
Certificate design	-	35,000
Communication and coordination costs for coordinators	-	21,060
Total	<u>-</u>	<u>284,944</u>

	For the period ended 31 Dec 2021 <u>BDT</u>	For the period ended 31 Dec 2020 <u>BDT</u>
14 Online session on safety of journalist		
Honorarium for resource person	-	35,000
Connectivity Cost for participants	-	283,920
Certificate design	-	35,000
Honorarium for local coordinators	-	60,000
Communication costs for local coordinators	-	18,000
Total	<u>-</u>	<u>431,920</u>
15 Sharing with gatekeepers		
Honorarium for Moderator	-	10,000
Time cost for media gatekeepers	-	55,000
Total	<u>-</u>	<u>65,000</u>
16 Conduct a survey on people's trust in media and external engagement in media		
Research Team	225,000	-
Lead Researcher/s (Local & International)	-	-
Total	<u>225,000</u>	<u>-</u>
17 Finalize study tools		
Draft & finalizing methodology, guiding question of KII, talking points of FGD, Interviewing respondents, field testing, data collection, compilation, analyze, & reporting	1,074,425	-
Total	<u>1,074,425</u>	<u>-</u>
18 Focus group discussion (FGDs)		
Connectivity Cost for participants	29,500	-
Total	<u>29,500</u>	<u>-</u>
19 Media gatekeeper engagement programme on public interest issue		
Information kit (Folder, writing pad, pen & information material)	-	5,380
Food for participants (Tea & lunch)	-	6,879
Time cost for media gatekeepers	-	50,000
Total	<u>-</u>	<u>62,259</u>

	For the period ended 31 Dec 2021 <u>BDT</u>	For the period ended 31 Dec 2020 <u>BDT</u>
20 Two-day training programme		
Honorarium for resource person	35,000	-
Connectivity Cost for participants	40,000	-
Certificate design and printing	-	-
Total	<u><u>75,000</u></u>	<u><u>-</u></u>
21 3 months mentorship programme		
Stipend for mentees	300,000	-
Honorarium for mentors	450,000	-
Certificate design and printing	5,850	-
Total	<u><u>755,850</u></u>	<u><u>-</u></u>
22 Orientation programme for university students on fact checking and verification		
Honorarium for course facilitator	40,000	-
Total	<u><u>40,000</u></u>	<u><u>-</u></u>
23 Orientation for journalists on digital security		
Honorarium for resource person	70,000	-
Connectivity Cost for participants	240,000	-
Certificate design and printing	32,362	-
Total	<u><u>342,362</u></u>	<u><u>-</u></u>
24 Programme Team		
Team leader, ED MRDI (Partial)	945,469	816,818
Project coordinator (Partial)	748,672	617,063
Training coordinator (Full time)	843,700	598,258
Finance personnel (Partial)	498,481	532,180
Coordinator-IT (Partial)	-	95,650
Logistic Coordinator (Partial)	276,930	61,560
As per Statement of Income and Expenditure	<u><u>3,313,252</u></u>	<u><u>2,721,529</u></u>
Less: Provision made during the year	(277,436)	-
As per Statement of Receipts and Payments	<u><u>3,035,816</u></u>	<u><u>2,721,529</u></u>

	For the period ended 31 Dec 2021 <u>BDT</u>	For the period ended 31 Dec 2020 <u>BDT</u>
25 Office & online training Equipments & setup		
Desktop as control panel	-	71,839
Laptop for resource persons	-	67,218
Equipment & charge	-	5,243
Printer	-	40,800
Office Setup (Furniture & equipment)	-	450,540
As per Statement of Receipts and Payments	<u>-</u>	<u>635,640</u>
Less: Transferred to Fixed Assets (Annexure A)	<u>-</u>	<u>(538,700)</u>
As per Income and Expenditure Statement	<u>-</u>	<u>96,940</u>
26 Programme Operations and management		
Office rent (Partial)	828,000	736,920
Communication Expenses (Phone, Internet, postage etc.)	60,000	71,087
Local Travel (Partial)	60,000	69,812
Stationery & supplies (Partial)	36,000	25,431
Utilities (Gas, water, electricity, office maintenance & assistance)(Partial)	92,400	73,025
Audit Fee of Accounts	100,000	100,000
Financial service	8,030	1,267
Monthly zoom connectivity cost	15,329	4,203
As per Statement of Income and Expenditure Account	<u>1,199,759</u>	<u>1,081,745</u>
Less: Provision made during the year	(120,700)	(100,000)
Add. Adjustment/payment during the year	100,000	-
As per Statement of Receipts and Payments	<u>1,179,059</u>	<u>981,745</u>


 Md. Mominul Islam
 Deputy Manager, Finance


 Hasibur Rahman
 Executive Director

SECOND PART

**FD-4 Certificate and
Report as per requirement of
NGO Affairs Bureau, GOB**



এফডি-৪ ফরম
সিএ ফার্ম কর্তৃক প্রদেয় প্রত্যয়নপত্র

Howladar Yunus & Co.
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আমি নিম্নস্বাক্ষরকারী এই মর্মে প্রত্যয়ন করছি যে, আমার হাওলাদার ইউনুস এন্ড কোঃ, সিএফার্ম কর্তৃক Improved Governance Through Open Flow of Information নিম্নবর্ণিত সংস্থার বর্ণিত প্রকল্পের ০১ জানুয়ারি ২০২১ হতে ৩১ ডিসেম্বর ২০২১ মেয়াদের হিসাব নিরীক্ষা করা হয়েছে। নিরীক্ষাকালে যাবতীয় বহি, বিল-ভাউচার ও প্রয়োজনীয় প্রমাণক যাচাই করা হয়েছে। নিরীক্ষাকৃত হিসাব অনুসারে প্রাপ্ত তথ্যাদি নিম্নরূপঃ

- (১) এনজিওর নাম : ম্যানেজমেন্ট অ্যান্ড রিসোর্সেস ডেভেলপমেন্ট ইনিশিয়েটিভ (এমআরডিআই)
- (২) নিবন্ধন নম্বর : নিবন্ধন নম্বর : ১৯৬২, তারিখ : ২১-০৯-২০০৪ইং
- (৩) ঠিকানা (টেলিফোন নম্বর, ওয়েবসাইট, ইমেইল এড্রেসসহ) : ঠিকানা : ৮/১৯, স্যার সৈয়দ রোড (৪র্থ তলা), ব্লক-এ, মোহাম্মদপুর, ঢাকা-১২০৭।
টেলিফোন নম্বর : +৮৮ ০২ ৪৮১১৭৪১২, +৮৮ ০২ ৪৮১২০৮৭৯
ওয়েবসাইট : www.mrdibd.org,
ইমেইল : info@mrdibd.org
- (৪) প্রকল্পের নাম ও মেয়াদকাল : Improved Governance Through Open Flow of Information
০১ জানুয়ারি ২০২০ হতে ২৮ ফেব্রুয়ারি ২০২২
- (৫) নিরীক্ষার বিবেচ্য সময়কাল : ০১ জানুয়ারি ২০২১ হতে ৩১ ডিসেম্বর ২০২১
- (৬) বর্ষের প্রারম্ভিক জের : টাকা ৪৮৯,৩৪৭
- (৭) নিরীক্ষা বর্ষে গৃহীত বৈদেশিক অনুদান : টাকা ৬,১৫৮,৪৭০
- (৮) নিরীক্ষা বর্ষে ব্যয়িত বৈদেশিক অনুদান : টাকা ৬,৬৪৪,০৮৮
- (৯) নিরীক্ষা বর্ষে শেষে অবশিষ্ট বৈদেশিক অনুদান : টাকা ৩,৭২৯

এনজিও বিষয়ক ব্যুরোর প্রকল্পের অনুমোদিত বাজেট খাতভিত্তিক বিবরণী এফডি-৪/১ যথাযথভাবে পূরণকৃত।

ঘোষণা

আমি এই মর্মে ঘোষণা করছি যে, আমি সংশ্লিষ্ট সকল আইন-কানুন পড়েছি, অনুমোদিত খাতের আলোকে ব্যয় বিবরণী পরীক্ষান্তে উল্লিখিত সকল তথ্য সত্য ও সঠিক।

সিএ ফার্ম প্রধানের স্বাক্ষর ও সিল



নামঃ মুহাম্মদ ফারুক, এফসিএ
ম্যানেজিং পার্টনার, এনরোলমেন্ট নং ০৫২১
ঠিকানাঃ হাওলাদার ইউনুস এন্ড কোঃ, চার্টারড একাউন্টেন্টস
তারিখঃ ২৬ ফেব্রুয়ারি ২০২২

এফডি-৪(১) ফরম
সিএ ফার্ম কর্তৃক প্রদেয় প্রত্যয়নপত্র

১. প্রকল্পের নাম : Improved Governance Through Open Flow of Information
২. প্রকল্প অনুমোদনের স্মারক নং ও তারিখ : 03.07.2666.662.68.192.19-13, Date:06-01-2020
03.07.2666.662.68.192.19-592, Dated: 04-02- 2021
03.07.2666.660.68.003.21.63, Dated: 06-05- 2021
03.07.2666.662.68.192.19-120, Dated: 28-12- 2021
৩. প্রকল্প বর্ষ: 01 January 2020 to 28 February 2022
৪. (ক) ছাড়কৃত অর্থের পরিমান ও তারিখ (বাংলাদেশী মুদ্রায় খরচ): ৪,০১২,০৬৪ টাকা, তারিখ: ০৪.০২.২০২১
এবং ২,০০৬,০৩২ টাকা, তারিখ: ০৬.০৫.২০২১

(খ) গৃহীত অর্থের পরিমান ও তারিখ:

০১.০৩.২০২১	৪,০১২,০৬৪
০৩.০৬.২০২১	৮৯০,৮৮১
১৭.০৮.২০২১	১,২৫৫,৫২৫
মোট	৬,১৫৮,৪৭০

ক্র: নং	খরচের খাতসমূহ (বিস্তারিত)	অনুমোদিত বাজেট অনুযায়ী অর্থের পরিমান	প্রকৃত ব্যয়	পার্থক্য	শতকরা হার (%)	পার্থকের কারণ
২.৯	কভার্ড এ সার্ভে অন পিপলস ট্রাস্ট ইন মিডিয়া এন্ড এক্সটার্নাল এনগেজমেন্ট ইন মিডিয়া					
২.৯.১	রিসার্চ টিম					
২.৯.১.১	লিড রিসার্চারস (শেকাল এন্ড ইন্টারন্যাশনাল)	৭৫০,০০০	২২৫,০০০	৫২৫,০০০	৩০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
	প্রাক মোট	৭৫০,০০০	২২৫,০০০	৫২৫,০০০	৩০%	
২.১০	ফাইনালাইজড ট্রাডি টুলস					
২.১০.১	ড্রাফট এন্ড ফাইনালাইজিং মেথোরোলোজি, গাইডিং কন্সলিং অফ কেআইআই, টেকিং পয়েন্টস অফ এফজিডি, ইন্টারভিউং রেসপনডেন্টস, ফিল্ড টেস্টিং, ডাটা কালেকশন, কম্পিলেশন, এনালাইজড এন্ড রিপোর্টিং	১,০০০,০০০	১,০৭৪,৪২৫	(৭৪,৪২৫)	১০৭%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
	প্রাক মোট	১,০০০,০০০	১,০৭৪,৪২৫	(৭৪,৪২৫)	১০৭%	
২.১১	ফোকাস গ্রুপ ডিসকাশন (এফজিডি)					
২.১১.১	কানেক্টিভিটি কন্স্ট ফর পাটিসিপেন্টস	৩০,০০০	২৯,৫০০	৫০০	৯৮%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
	প্রাক মোট	৩০,০০০	২৯,৫০০	৫০০	৯৮%	
২.১২	রিপোর্ট পাবলিকেশন বিল্ডিং ট্রাস্ট ইন মিডিয়া					
২.১২.১	পাবলিকেশন অফ দি রিপোর্ট					
২.১২.১.১	অনারারিয়েম ফর রিভিউয়ার	৫০,০০০	-	৫০,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
২.১২.১.২	অনারারিয়েম ফর গ্রাফিক্স ডিজাইনার	৩০,০০০	-	৩০,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
২.১২.১.৩	ডিপিটি প্রিন্টিং	১২৫,০০০	-	১২৫,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
২.১২.১.৪	ডিসট্রিবিউশন অফ রিপোর্ট	১২,০০০	-	১২,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
	প্রাক মোট	২১৭,০০০	-	২১৭,০০০	০%	
২.১৩	রিপোর্ট শেয়ারিং ওয়ার্কশপ উইথ নিউজকুম ম্যানেজারস এন্ড ন্যাশনাল লেভেল					
২.১৩.১	ইনফরমেশন কিট (ফোল্ডার, রাইটিং প্যাড, পেন এন্ড ইনফরমেশন মেটেরিয়াল)	৬,৫০০	-	৬,৫০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
২.১৩.২	ফুড ফর পাটিসিপেন্টস (টি এন্ড লাঞ্চ)	৭,৫০০	-	৭,৫০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
২.১৩.৩	টাইম কন্স্ট ফর মিডিয়া গটকিপারস	৫০,০০০	-	৫০,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
	প্রাক মোট	৬৪,০০০	-	৬৪,০০০	০%	
২.১৪	ইনহাউজ মিটিং ফর শেয়ারিং ফাইনডিংস এন্ড রিপোর্ট হ্যান্ড ওভার					
২.১৪.১	এক্সপার্ট অনারারিয়েম	৫০,০০০	-	৫০,০০০	০%	পরবর্তী বছরে স্থানান্তর করা হয়েছে
	প্রাক মোট	৫০,০০০	-	৫০,০০০	০%	
২.১৬	টু ডে ট্রেনিং প্রোগ্রাম					
২.১৬.১	অনারারিয়েম ফর রিসোর্স পারসন	৪৫,০০০	৩৫,০০০	১০,০০০	৭৮%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
২.১৬.২	কানেক্টিভিটি কন্স্ট ফর পাটিসিপেন্টস	৪০,০০০	৪০,০০০	-	১০০%	
২.১৬.৩	সার্টিফিকেট ডিজাইন এন্ড প্রিন্টিং	১০,০০০	-	১০,০০০	০%	
	প্রাক মোট	৯৫,০০০	৭৫,০০০	১০,০০০	৭৯%	



ক্রঃ নং	খরচের খাতসমূহ (বিস্তারিত)	অনুমোদিত বাজেট অনুযায়ী আর্থের পরিমাণ	প্রকৃত ব্যয়	পার্থক্য	শতকরা হার (%)	পার্থকের কারণ
২.১৭	শ্রী মানথ মেটরশিপ প্রোগ্রাম					
২.১৭.১	স্টাইপেন্ড ফর মেনটরস	৩০০,০০০	৩০০,০০০	-	১০০%	
২.১৭.২	অনারারিয়েম ফর মেটরস	৪৫০,০০০	৪৫০,০০০	-	১০০%	
২.১৭.৩	সার্টিফিকেট ডিজাইন এন্ড প্রিন্টিং	১০,০০০	৫,৮৫০	৪,১৫০	৫৯%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
	প্রাক মোট	৭৬০,০০০	৭৫৫,৮৫০	৪,১৫০	৯৯%	
২.১৮	ওরিয়েন্টেশন প্রোগ্রাম ফর ইউনিভার্সিটি স্টুডেন্টস অন ফ্যাক্টি চেকিং অ্যান্ড ভেরিফিকেশন					
২.১৮.১	অনারারিয়েম ফর কোর্স ফ্যাসিলিটিটর	৪০,০০০	৪০,০০০	-	১০০%	
	প্রাক মোট	৪০,০০০	৪০,০০০	-	১০০%	
২.১৯	ওরিয়েন্টেশন ফর জার্নালিস্টস অন ডিজিটাল সিকিউরিটি					
২.১৯.১	অনারারিয়েম ফর রিসোর্স পারসন	৮০,০০০	৭০,০০০	১০,০০০	৮৮%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
২.১৯.২	কানেক্টিভিটি কস্ট ফর পার্টিসিপেন্টস	৩২০,০০০	২৪০,০০০	৮০,০০০	৭৫%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
২.১৯.৩	সার্টিফিকেট ডিজাইন এন্ড প্রিন্টিং	৪০,০০০	৩২,৩৬২	৭,৬৩৮	৮১%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
	প্রাক মোট	৪৪০,০০০	৩৪২,৩৬২	৯৭,৬৩৮	৭৮%	
৩	প্রোগ্রাম টীম					
৩.১	টিম লিডার (এমআরডিআই ইউ, পার্সিয়াল)	৯৪৮,৩৫০	৯৪৫,৪৬৯	২,৮৮১	১০০%	
৩.২	প্রজেক্ট কো-অর্ডিনেটর (পার্সিয়াল ওয়াকিং টাইম)	৭৪৮,৬৭২	৭৪৮,৬৭২	-	১০০%	
৩.৩	ট্রেনিং কো-অর্ডিনেটর (১ জন পূর্ণকালীন)	৮৪৩,৭০০	৮৪৩,৭০০	-	১০০%	
৩.৪	ফিন্যান্স পারসোনাল (পার্সিয়াল অফ পজিশনস সেলারি)	৫৬১,৪২২	৪৯৮,৪৮১	৬২,৯৪১	৮৯%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
৩.৬	লজিস্টিক কো-অর্ডিনেটর (পার্সিয়াল ওয়াকিং টাইম)	২৭৭,০০৫	২৭৬,৯৩০	৭৫	১০০%	
	প্রাক মোট	৩,৩৭৯,১৪৯	৩,৩১২,২৫২	৬৬,৮৯৭	৯৮%	
৪	প্রোগ্রাম অপারেশনস এন্ড ম্যানেজমেন্ট					
৪.২	অফিস রেন্ট (পার্সিয়াল)	৮২৮,০০০	৮২৮,০০০	-	১০০%	
৪.৩	কমিউনিকেশনস এক্সপেন্সেসেস (ফোন, ইন্টারনেট, পোস্টেজ)	৬০,০০০	৬০,০০০	-	১০০%	
৪.৪	লোকাল ট্রাভেল	৬০,০০০	৬০,০০০	-	১০০%	
৪.৫	স্টেশনারি এন্ড সাপ্লাইস	৩৬,০০০	৩৬,০০০	-	১০০%	
৪.৬	ইউটিলিটিস (গ্যাস, পানি, বিদ্যু, অফিস রক্ষণাবেক্ষন, সহায়তা)	৯২,৪০০	৯২,৪০০	-	১০০%	
৪.৭	অডিট ফি	১০০,০০০	১০০,০০০	-	১০০%	
৪.৮	ব্যাংক হিসাব ব্যবস্থাপনা খরচ	৫,০০০	৮,০৩০	(৩,০৩০)	১৬১%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
৪.৯	মানখালি জুম কানেক্টিভিটি কস্ট	১৭,৫৮০	১৫,৩২৯	২,২৫১	৮৭%	প্রকৃত প্রয়োজন অনুযায়ী ব্যয় করা হয়েছে
	প্রাক মোট	১,১৯৮,৯৮০	১,১৯৯,৭৫৯	(৭৭৯)	১০০%	
	টোটাল প্রজেক্ট কস্ট	৮,০২৪,১২৯	৭,০৫৫,১৪৮	৯৬৯,৯৮১	৮৮%	

পরিশিষ্ট এ/১ অনুযায়ী মোট ব্যয়	৭,০৫৫,১৪৮
বাদঃ বর্তমান বছরের প্রতিশন	(৩৯৮,১৩৬)
বাদঃ রিজার্ভ ফান্ড-ব্যাংক সুদ	(১২,৯২৪)
নিরীক্ষা বর্ষে ব্যয়িত বৈদেশিক অনুদান	৬,৬৪৪,০৮৮

সিএ ফার্ম প্রধানের স্বাক্ষর ও সিল

Muhammad Farooq

নামঃ মুহাম্মদ ফারুক, এফসিএ
ম্যানেজিং পার্টনার, এনরোলমেন্ট নং ০৫২১
ঠিকানাঃ হাওলাদার ইউনুস এন্ড কোঃ, চার্টারড একাউন্টেন্টস
তারিখঃ ২৬ ফেব্রুয়ারি ২০২২

Project: "Improved Governance Through Open Flow of Information"
Funded by: The Asia Foundation (TAF)
Implemented by: Management and Resources Development Initiative (MRDI)
For the period ended 31 December 2021

Notes to FD-4

A. Reconciliat of cash and cash equivalents as per Financial Statements and Receivable from donor

Particulars	Taka
Cash and Cash equivalents as per Financial Statements	3,729
Less: Provision of Expenses	(398,136)
Less: Reserve fund-Bank Interest	(12,924)
Receivable from donor	<u>(407,331)</u>



**Management and Resources Development Initiative (MRDI)
Compliance with Instructions of NGO Affairs Bureau**

Name of the Project : "Improved Governance Through Open Flow of Information"
Audit Period : 01 January 2021 to 31 December 2021
Project Approval No. and Date : 1st approval no. 03.07.2666.665.68.192.19-13
Date: 06-01-2020
Latest revised approval no.
5th revised approval no. : 03.07.2666.662.68.192.19-120 dated: 28-12-2021

Our observations in compliance with the conditions laid down in the Circular # 03.07.2666.657.43.253.17-619 dated: 31 January 2022 issued from the NGO Affairs Bureau, Prime Minister's Office and Government of the People's Republic of Bangladesh is listed below:

Condition-1

CA firm should perform their role with utmost responsibility and independence in case of audit of NGOs. Report has to be issued using MS Excel/Access Software.

Observations and Comments

We have conducted the audit in accordance with International Standards on Auditing (ISAs) and performed our role with utmost responsibility and independence in case during our audit. Report has also been issued using MS Excel/Access Software.

Condition-2

During the audit of the accounts of NGOs, the audit firm must provide their opinion on whether the project has been implemented in compliance with the Foreign Donations (Voluntary Activities) Regulation Act 2016, FD-6 related to the approval of the project and the terms & conditions of project approval after completion of the audit.

Observations and Comments

During our audit of the accounts, we have checked whether the NGO has implemented the project in the compliance of the requirements of the Foreign Donations (Voluntary Activities) Regulation Act, 2016, FD-6 related to the approval of the project and the terms & conditions of project approval and did not observe any non-compliance.

Condition-3

The CA firm, along with the audit report, must issue a certificate regarding receipts and expenditures of foreign Donation in form of FD-4 and Annexure A/1 prescribed by the Bureau. All information in FD-4 regarding foreign donation should be presented on cash basis not accrual basis. It means no foreign donation should be shown as negative balance or receivables. In FD-4, total variance between approved budget and actual expenditure should be shown in total Taka. Item-wise approved budget, actual expenditure, variance with percentage and reasons for variance should be shown in Annexure A/1. Heads, sub-heads



and budget against those mentioned in Annexure A/1 should be in line with approved project (Annexure-C).

Observations and Comments

The Form of FD-4 along with Annexure-A/1 has been issued in the prescribed format of the Bureau. All the information of Foreign donations in the FD-4 has been provided on cash basis (not accrual basis) and no receivables pertaining to foreign donations have been taken into account. Item wise approved budget as per FD-6, actual amount spent and variance with reasons thereof have been described in Annexure-A/1 of the FD-4.

Condition-4

Separate audit report should be prepared for each project and the reports should be based on project year (maximum 12 months). If there is any local income/donation in the project, it should be shown in separate column and there has to be comment on the source of those local income/donation in compliance with the guideline of Foreign Donations (Voluntary Activities) Regulation Act 2016. Incomplete comment will be considered as non-compliance.

Observations and Comments

The audit report has been prepared separately for the project "Improved Governance through Open Flow of Information" Project for the period 01 January 2021 to 31 December 31 2021 with a separate approval of NGOAB vide-03.07.2666.662.68.192.19-120, dated: 28 December 2021. The project does not have any local income/donation.

Condition-5

In the audit report, the goals, objectives, and main activities of the project shall be mentioned briefly and the following information should be mentioned in the prescribed form:

1. Date of enlistment of CA firm for conducting of the Audit
2. Name of the project
3. Duration of the project
4. Memo No. & Date of approval of the project
5. Memo No. & Date of fund release
6. Amount of fund release (including installment)
7. Amount of foreign donation received
8. Whether any withdrawal was made from the mother account before the fund release clearance from Bureau;
Whether foreign donation has been received in the mother account.
9. Audit Year (Project year)
10. Project Area (District, Upazilla)
11. Number of beneficiaries



Observations and Comments

The brief project description is as follows:

A. Goal:

Improved Governance through Open Flow of Information aims to enhance capacity of youth on fact checking to fight disinformation during COVID-19 and how they can keep safe and get authentic information during and post Corona situation. The project facilitates implementation of Management and Resources Development Initiative (MRDI) in Dhaka.

B. Overall objectives:

The objectives of the project are-

- i. Engage newsroom managers and reporters in keeping safe while gathering news.
- ii. Enhance the level of people's trust in media and assess level of external stakeholders' engagement to strengthen democracy and political participation with an additional focus on the pandemic period through conducting a survey.
- iii. Facilitate media houses develop their audience engagement plan.
- iv. Enhance capacity of media and skills of journalists on producing objective and authentic in-depth stories on issues of public interest.

C. Program Activities:

- i. Training content development
- ii. Online course for youth on basics of fact checking.
- iii. Social media & online media advertisement for campaign
- iv. Youth engagement on COVID-19 and RTI
- v. Online session on safety of journalist
- vi. Sharing findings with gatekeepers
- vii. Conduct a survey on people's trust in media and external engagement in media.
- viii. Media capacity building for in-depth reporting on public interest issue
- ix. Orientation programme for university students on fact checking and verification.
- x. Orientation for journalists on digital security

Specific information pertaining to the project is given below:

Sl. #	Name of the Implementation Agency	Management and Resources Development Initiative (MRDI)
1	Date of enlistment of CA firm for conducting of the Audit	Circular # 03.07.2666.657.43.253.17-619 Date: 31 January 2022 Serial No. 48
2	Name of the Project	"Improved Governance through Open Flow of Information"
3	Duration of the project	01 January 2020 to 28 February 2022.
4	Memo No. & Date of approval of the project	1st approval no. 03.07.2666.665.68.192.19-13 Dated: 06-01-2020 1st Revised approval letter no.03.07.2666.665.68.192.19-474,



Sl. #	Name of the Implementation Agency	Management and Resources Development Initiative (MRDI)															
		Dated: 31-05- 2020 2nd Revised approval letter no.03.07.2666.662.68.192.2019-167, Dated: 05-10- 2020 3rd Revised approval letter no.03.07.2666.662.68.192.19-592, Dated: 04-02- 2021 4th Revised approval letter no.03.07.2666.660.68.003.21.63, Dated: 06-05- 2021 5th Revised approval letter no.03.07.2666.662.68.192.19-120, Dated: 28-12- 2021															
5	Memo No. & Date of fund release	Revised Approval no. 03.07.2666.662.68.192.19-592, Dated: 04-02- 2021 Revised Approval no. 03.07.2666.660.68.003.21.63, Dated: 06-05- 2021															
6	Amount of fund release (including installment)	Total amount of fund/money release in 2 nd year of the project by NGOAB and the fund was received from donor by the project through following installments: <table border="1" data-bbox="750 1129 1464 1392"> <thead> <tr> <th>Date</th> <th>Mode of Receipt</th> <th>Amount in Taka</th> </tr> </thead> <tbody> <tr> <td>01-03-2021</td> <td>Bank transfer</td> <td>4,012,064</td> </tr> <tr> <td>03-06-2021</td> <td>Bank transfer</td> <td>890,881</td> </tr> <tr> <td>17-08-2021</td> <td>Bank transfer</td> <td>1,255,525</td> </tr> <tr> <td colspan="2">Fund Received during the audit period:</td> <td>6,158,470</td> </tr> </tbody> </table>	Date	Mode of Receipt	Amount in Taka	01-03-2021	Bank transfer	4,012,064	03-06-2021	Bank transfer	890,881	17-08-2021	Bank transfer	1,255,525	Fund Received during the audit period:		6,158,470
Date	Mode of Receipt	Amount in Taka															
01-03-2021	Bank transfer	4,012,064															
03-06-2021	Bank transfer	890,881															
17-08-2021	Bank transfer	1,255,525															
Fund Received during the audit period:		6,158,470															
7	Amount of foreign donation received	Taka 6,158,470															
8	Whether any withdrawal was made from the mother account before the fund release clearance from Bureau	Amount transferred from Mother Account to Project Account exceeded the amount approved by NGOAB with an amount of Taka 629,721.															
	Whether local donation has been received in the mother account.	No local contribution/ donation has been received in mother account.															
9	Audit year (Project period)	01 January 2021 to 31 December 2021															
10	Project area (District & Upazilla)	Dhaka, Dhaka City corporation (as per FD-6)															
11	Number of beneficiaries	129 peoples															



Condition-6

Balance Sheet, Income & Expenditure Account, and Receipts & Payments Account should be the part of the audit report and these statements should be signed by the authorized person of the NGO and the Name of the authorized person needs to be mentioned. If in any case the presentation of the Balance Sheet is not required, then an explanation should be included. The auditor should confirm whether the Receipts and Payments Account was prepared based on the ledger items maintained by NGO. In the items where the accumulated amount has been shown, (such as contingency and others), a detailed breakdown should be shown in notes.

Observations and Comments

Balance Sheet, Income & Expenditure Account, and Receipts & Payments Account are part of the audit report and these statements are signed by the authorized person of the NGO and the Name of the authorized person are mentioned. The Receipts & Payments Statement has been prepared in accordance with the ledgers maintained by the NGO. In the notes to the financial statements, breakups for each accumulated amount are provided for the items of the balance sheet, income & expenditure statements, and receipt payment statements.

Condition-7

Every page of the NGO's audit report should contain page number. Initial of the authorized person of CA firm along with common seal should be provided in every page of the audit report. However, at the beginning of the report auditor's certificate, Balance Sheet, accounts statements, FD-4 certificate, and report as per TOR should contain the full signature of the auditor. At the below of the signature of the auditor, full name, designation and Enrollment Number should be mentioned. NGO's audit reports should have the following sequence:

First part

- Auditor's certificate including scope, opinion, etc.
- Balance Sheet
- Income & Expenditure Accounts/ Statements
- Receipts & Payments Accounts/Statements
- Notes to Financial Statement
- Schedule/Appendix/ Other Statement

Second part

- FD-4 certificate
- Annexure-A/1
- Notes of FD-4 (if any)
- Report should be prepared in line with TOR of NGOAB (sequence of conditions of the TOR should be followed as it is).



Observations and Comments

Page number has been inserted on every page of the report. Each page of the report is also initialed by us with common seal. Auditor's full signature has been given in Auditor's Report, Balance Sheet, Income and Expenditure Statement, Receipts and Payments Statement, FD-4 and the report prepared as per ToR. At the below of the signature of the auditor, full name, designation and Enrollment Number is also mentioned. Audit Report has been prepared serially as follows:

First Part

- Auditor's certificate including scope, opinion, etc.
- Balance Sheet
- Income and Expenditure Statement
- Receipts and Payments Statement
- Notes to Financial Statement
- Schedule/Appendix/Other Statement

Second Part

- FD-4 certificate
- Annexure-A/1
- Notes of FD-4
- Report based on ToR of NGOAB (conditions of ToR should be exactly followed).

Condition-8

In case of multiple years of project audits, the audit report should contain whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB. In the case of continuous project i.e. the project continued in the same name/same type in the earlier year, whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB.

Observations and Comments

This is the 2nd year audit of this project ("Improved Governance through Open Flow of Information") and prior year report has been submitted to the NGO Affairs Bureau.

Condition-9

After completion of the audit, one copy [original copy] of the audit report in a sealed envelope should be sent directly to the Director General (Grade-1), NGO Affairs Bureau, Dhaka.

Observations and Comments

After completion of the audit, one copy [original copy] of the audit report in a sealed envelope will be sent directly to the Director General (Grade-1) of the NGO Affairs Bureau, Dhaka.

Condition-10

The number and date of the first registration of the NGO with NGOAB should be mentioned along with the latest date of renewal of registration.



Observations and Comments

The NGO's first registration No. 1962, dated 21 September 2004, under the Foreign Donation (Voluntary Activities) Regulation Act, 2016 renewed on 24 July 2019 for 10 years which will expire on 20 September 2029.

Condition-11

As per Section-9 of the Foreign Donations (Voluntary Activities) Regulation Act 2016, all foreign donations of an NGO shall be received by a single bank account. It should be reported whether the NGO has received all the foreign donations in a single Bank Account as per the said rule. The name of the Bank, Account Number, and Amount should be mentioned if the foreign donation has been received through more than one Bank Account non-complying with this rule.

Observations and Comments

We confirm that under Section- 9 of the Foreign Donations (Voluntary Activities) Regulation Act 2016, the organization received all the foreign donations through Southeast Bank Limited, Dhanmondi Branch, Navana Newbury Place, first floor, 4/1/A Mirpur Road, Shanbaug, Dhaka, Bangladesh, Account No-001211100006616 (Mother account).

Condition-12

The bank account number approved by the NGO Affairs Bureau for receipt of foreign donation (mother account) including name of the Bank and its Branch, amount of donation received during the concerned project year along with date and name of the donor should be mentioned. Date of foreign donation transferred from mother account to project account should be mentioned. Bank reconciliation between Mother account and Project account should be checked and to be mentioned whether it is correct.

Information of Mother Account			Information of Project Account			Donor Name	Remarks
Bank Name & Address	Amount of Fund Receipt	Date of Receipt	Bank Name & Address	Amount of Fund Receipt	Date of Receipt		

Observations and Comments

The organization has received foreign donations of an amount of Taka 6,158,470 through the mother account with Southeast Bank Limited, Dhanmondi Branch, Account No-001211100006616 (Mother account). The name of the donor, date, and amount received are given below:



Information of Mother Account			Information of Project Account			Donor Name	Remarks
Bank Name & Address	Amount of Fund Receipt	Date of Receipt	Bank Name & Address	Amount of Fund Receipt	Date of Receipt		
Southeast Bank Ltd., Dhanmondi Branch	4,012,064	01-03-2021	Prime Bank Ltd.,	3,522,717	11-03-21	The Asia Foundation	
	890,881	03-06-2021	Asad Gate Branch	489,347	1-06-21		
	1,255,525	17-08-2021		890,881	20-06-21		
				1,255,525	23-08-21		
Total	6,158,470		Total	6,158,470			

Bank reconciliation between Mother account and Project account has been checked and certified as correct.

Conditon-13

Donations received in kind should be accounted for after proper valuation and should be shown with the donation received in Form FD-4. Its utilization and the unutilized balance should be shown as per Form FD-5.

Observations and Comments

During the year under audit, the NGO did not receive any donations in Kind/ Commodities, according to the information/documents provided to us.

Conditon-14

The bank interest (exchange gain) on foreign donations should be shown in the accounts separately and it should be mentioned whether permission has been obtained from the NGO Affairs Bureau for use of it. The said bank interest cannot be refunded to the donor. If necessary, it should be spent by the NGO on another project.

Observations and Comments

During the project period 1 January 2021 to 31 December 2021 Bank Interest amount of taka 4,952 was earned and shown in the accounts separately and the amount was not spent. It to be mentioned, no bank interest was refunded to the donor.

Conditon-15

It should be reported whether the accounts of NGO are maintained under double entry system of book-keeping and cash book, bank book, ledger book, stock register, fixed asset register and other registers are maintained properly in line with Section-12 of Foreign Donations (Voluntary Activities) Regulation Act 2016.

Observations and Comments

As per section 12 of The Foreign Donations (Voluntary Activities) Regulation Act 2016, the organization has maintained its accounts according to the double-entry system and books of accounts like Cash Book or Bank Book, Ledger Book, Stock Register, Assets Register and others are maintained properly. The organization kept its financial records of the project in Tally Software.



Conditon-16

It should be reported whether separate Revolving Loan Fund (RLF) for each donor (including earlier Programs) is maintained and whether RLF is audited by independent auditors each year. If RLF from Foreign Donation is not recorded separately and the loan disbursed from audited Program, then it should be ensured that the service charge is recorded as receipts.

Observations and Comments

The NGO does not have any Revolving Loan Fund (RLF).

Condition-17

It should be mentioned whether the NGO has obtained a license from Micro Credit Regulatory Authority (MRA) for implementing micro credit activities.

Observations and Comments

The NGO was not listed with micro credit regulatory authority.

Condition-18

If any expenditure is made in foreign currency out of the receipt of donation, a detailed description should be given in the report.

Observations and Comments

The Organization has not incurred any expenditure in foreign currency during the period under audit.

Condition-19

It should be mentioned whether any amount of certain head of account spent beyond budget and adjusted with other head of accounts or any unapproved amount of expenditures amount has been adjusted with regular head of expenditures. If yes, whether approval was obtained from NGOAB in support of the excess expenditures.

Observations and Comments

On the basis of the information available to us, and the results of our review of the books of accounts which was conducted on a sample basis, during the period under audit, the project expenditures have not been adjusted to avoid budget overrun in one-line item with surplus budget in another line item.

Condition-20

Whether any amount of the salaries and allowances of the officer/ staff and other expenses above Taka 10,000 were paid through bank account.

Observations and Comments

During the audit period, we observed that the salary and benefits of the staff and other expenses in all cases excess of Taka 10,000 are paid in account payee cheque or Bank transfer.



Condition-21

If the project is implemented through the taking of loan, then the reason for taking the loan with the source of loan and the information regarding prior approval of NGOAB and approval of Executive Committee of the NGO should be furnished.

Observations and Comments

The project has not taken any loan during the audit period.

Condition-22

Detailed information along with the approval of the Executive Committee of the NGO should be furnished if the members of the general body or executive committee receive salary or honorarium. Moreover, detailed information of salary/remuneration should be given if the Chief Executive of the Program received any full/part salary/ honorarium from the audited Program and other Programs.

Observations and Comments

No member of the Board of Directors of the NGO has received any pay and allowances or honorarium from project fund except for Executive Director. Executive Director has received a total amount of Taka 7,149,079 from the project of which Taka 945,469 is received as salary from this project and Taka 6,203,610 as salary from other projects of MRDI during the period under Audit.

Condition-23

It should be mentioned whether the internal control system of the organization is satisfactory or not.

Observations and Comments

Based on our assessment and review of the internal control system of the NGO, it appears to be at a satisfactory level.

Condition-24

Whether any money is refunded to the donor, if refunded, whether approval is taken from NGOAB, details are to be given.

Observations and Comments

No amount has been refunded to the Donor Agency from this project during the year under our audit.

Condition-25

Comment has to be given whether VAT and IT were properly deducted from the bill/vouchers according to the government laws and regulations and deposited to Government Treasury and whether revenue stamps were affixed on bill/vouchers in respect of the transactions of the project by the organization. The amount of deducted and arrear of VAT and IT against the project expenditure should be mentioned as per the following format:



Sl. No.	Detail of expenditure with subhead as per Annexure A/1	Amount of expenditure	Deductible Amount		Deducted amount		Deposited to Government Treasury		Arrear amount		Treasury/ Mushak Challan no. date, Bank name & Branch
			4	5	6	7	8	9	10	11	
1	2	3	VAT	AIT	VAT	AIT	VAT	AIT	VAT	AIT	12

Observations and Comments

Based on the results of our audit of transactions, carried out on a sample basis, in our opinion, Income Tax and VAT have been deducted at source from payments against bills/vouchers and have been duly deposited to the Govt. Treasury. Revenue stamps have also been affixed in applicable cases. During the year, the NGO deducted and deposited Taka 169,119 as IT and Taka 4,319 as VAT to the Government Treasury. Details for the VAT and TAX are referred to in Annexure-B.

Condition-26

It should be reported whether the NGO, as a legal entity, submits income tax return to NBR every year as per Income Tax Ordinance 1984. If any foreign employee is working in the NGO, it should also be mentioned whether the foreign employee pays tax on a regular basis and his last income year's tax assessment has been completed. Due to the significance of VAT and Income tax, the concerned Firm and NGO have to disclose the complete information.

Observations and Comments

Management and Resources Development Initiative (MRDI) has obtained Tax Identification Number (TIN) 5735-7494-4393. Management and Resources Development Initiative (MRDI) as a legal entity submits Income Tax Return as per Income Tax Ordinance, 1984 for each year. The organization has also submitted Income Tax Return for the assessment year 2021 - 2022 to the National Board of Revenue in accordance with the Income Tax Ordinance, 1984. No foreign employee is working in the NGO under this project.

Condition-27

The audit report should state whether any Income Generating Activities (IGA) are included as an ongoing Program of the organization. If so, mention whether taxes are paid properly on income from such IGA with the name of the source or whether the organization has collected any Income Tax Exemption Certificate from the NBR.

Observations and Comments

The project does not have any Income Generating Activities (IGA).



Condition-28

It should be reported whether any officer/employee/member of the Executive Committee or the General Committee went on foreign travel by availing, air ticket/any other facility by utilizing the funds received from foreign sources. If so, the details of such travel and whether permission from NGO Affairs Bureau was taken in respect of the travel should be given.

Observations and Comments

During the period under audit, no officer/employee/member of the Executive Committee or General Committee of the Management and Resources Development Initiative (MRDI) had traveled abroad by using the foreign donation received for the project.

Condition-29

The audit report should contain a description of Fixed Assets (along with value) owned by the NGO and it should be mentioned whether relevant fixed assets/ deed/ office rent agreement/ donated land/ vehicle and other assets are reported in the name of the NGO.

Observations and Comments

The list of fixed assets purchased under the project for the year ended 31 December 2021 is given in Annexure-C. Moreover, the total fixed assets schedule of the NGO is provided in Annexure-C/1. It is to be noted that the assets require registration in the name of the NGO is done properly.

Condition - 30

Whether immovable/moveable assets purchased under this project have been sold-out/transferred? If so, whether approval is taken from NGOAB to be reported.

Observations and Comments

No fixed assets/moveable properties were sold/ transferred during the audit period, which was purchased under this project.

Condition-31

The CA firm should issue a management letter mentioning the irregularities/ineligible cost/unauthorized expenditure/unapproved budgeted expenditure to the management of the organization after completion of the audit. A copy of the management letter should be submitted to Deputy Director (Inspection & Audit). It should be mentioned if such report is not required.

Observations and Comments

We have issued a management letter to the top management of the organization and a copy of the Management letter has been sent to Deputy Director (Inspection & Audit) of NGOAB with the Auditor's report.

Condition-32

A CA Firm cannot consecutively audit the same project of the NGO for more than five (5) years. For this reason, the CA Firm should certify that they did not audit the audited project of the NGO consecutively for more than five (5) years.



Observations and Comments

We conducted the audit of “Improved Governance Through Open Flow of Information” project for the first time i.e. this is our second year as auditor of the project.

Condition-33

A list of the members of the organization’s Executive Committee/ Governing Body/ Management Committee is to be enclosed in the audit report.

Observations and Comments

Details of the members of Executive committee have been shown in the following table:

Sl. No.	Name of the Member	Position
1.	Farid Hossain	Chairman
2.	Hasibur Rahman	Executive Director
3.	Rokia Afzal Rahman	Director
4.	Md. Nazrul Islam	Director
5.	M. Emamul Haque	Director
6.	Syed Ishtiaque Reza	Director
7.	Sakiul Millat Morshed	Director
8.	Kajal Kanti Sengupta	Director
9.	Dr. Azizunahar Islam	Director

Condition-34

It should be mentioned whether all the expenditures relevant to the audit of the project are boreed from the project/organization.

Observations and Comments

All the expenditure of the audit of the project has been borne from this project.

Condition-35

The audit report should contain the memorandum number with date of firm’s enlistment and renewal.

Observations and Comments

Howladar Yunus & Co., Chartered Accountants is enlisted with NGO Affairs Bureau by Enlistment/Renewal Memo No: # 03.07.2666.657.43.253.17-619, (Sl. No. 48) dated: January 31, 2022 (Sl. No. 48).

Condition-36

The auditor should include opinion on whether the entity’s all financial transactions are free from money laundering and terrorist financing activities.

Observations and Comments

Based on our verification on a sample basis, we did not find any indication that the NGO is involved in money laundering and terrorist financing activities.



Condition-37

Detail opinion along with evidence should be given on whether the conditions of approval of the project have been dully followed and the local administration has been involved in the implementation of the project.

Observations and comments

MRDI complied with all the conditions of project approval and involved the local government in the implemented project. Details are as follows:

SL No.	Conditions	Status
1.	The NGO has to inform concerned District Commissioner about implementation of the project. For this purpose, copy of FD-6 has to be submitted to District Commissioner.	Complied
2.	The NGO has to submit annual progress report to NGO Affairs Bureau, related District Office.	Complied
3.	The project audit report has to be submitted to NGO Affairs Bureau and Statistics Department of Bangladesh Bank within 2 (two) months after project's year end.	Complied
4.	The NGO has to submit annual progress report in the 8 (eight) tables mentioned in Paragraph 11 (from 'ka' to 'cha') of Paripatra within 3 (three) months after project's year end.	Complied
5.	NGO has to avoid duality in project implementation. NGO cannot choose beneficiary person/family of other organization/government conducted project as beneficiary of this project.	Complied
6.	Income Tax/VAT has to be deducted as per National Board of Revenue Circular.	Complied
7.	The NGO has to relate NGO Affairs Bureau or local government for arranging Meeting, Seminar and Workshop for the project activities.	Complied
8.	The NGO has to submit Certification from Deputy Commissioner, Dhaka	Complied
9.	If any correction or change is suggested by related ministry about any component of the project, then it must be corrected accordingly.	N/A
10.	Copy of FD-6 has to be submitted to Deputy Commissioner, Dhaka	Complied
11.	Rigid action will be taken if the NGO or any project employee/officer involve in any kind of anti-government activity.	N/A

Condition-38

It should be mentioned whether the audit has been completed within the deadline, if not, logical reason for the delay to be mentioned.

Observations and comments

As per the condition of project approval of NGOAB, the audit has been completed within 2 months from the period end.

Condition-39

DVC (Document Verification Code) Need to be disclosed in audit report.

Observations and comments

DVC (Document Verification Code) number for this project is 2202260521AS891712 dated 26 February 2022.



Muhammad Farooq FCA
Managing Partner, Enrolment No. 0521
Howladar Yunus & Co.
Chartered Accountants
Dated: 26 February 2022

NGO Affairs Bureau Enlistment/Renewal Memo No: # 03.07.2666.657.43.253.17-619, (Sl. No. 48)

Project Name: Improved Governance through Open Flow of Information
 Implemented by: Management and Resources Development Initiative (MRDI)
 In partnership with The Asia Foundation (TAF)
 Statement of Tax & VAT deposited for the year ended December 31, 2021

Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
1	Conduct a survey on people's trust in media and external engagement in media													
1.1.1	Research Team													
1.1.1.1	Lead Researcher/s (Local & International)	225,000		22,500		22,500		22,500					T-07, T-08	31.03.2021, 30.09.2021
	<i>Total Conduct a survey on people's trust in media and external engagement in media</i>	<i>225,000</i>		<i>22,500</i>		<i>22,500</i>		<i>22,500</i>						
1.2	Finalize study tools													
1.2.1	Draft & finalizing methodology, guiding question of KII, talking points of FGD, Interviewing respondents, field testing, data collection, compilation, analyze, & reporting	1,074,425	2,470	86,650	2,470	86,650	2,470	86,650			T-06	31.03.2021	T-07, T-25, T-12	31.03.2021, 09.05.2021, 19.07.2021
	<i>Total Finalize study tools</i>	<i>1,074,425</i>	<i>2,470</i>	<i>86,650</i>	<i>2,470</i>	<i>86,650</i>	<i>2,470</i>	<i>86,650</i>						
1.3	Focus group discussion (FGDs)													
1.3.1	Connectivity Cost for participants	29,500												
	<i>Total Focus group discussion (FGDs)</i>	<i>29,500</i>												
1.4	Report publication Building Trust in Media													
1.4.1	Publication of the Report													
1.4.1.1	Honorarium for Reviewer													
1.4.1.2	Honorarium Graphics Designer													
1.4.1.3	DTP printing													
1.4.1.4	Distribution of Report													
	<i>Total Report publication Building Trust in Media</i>													
1.5	Report sharing workshop with newsroom managers at national level													
1.5.1	Information kit (Folder, writing pad, pen & information material)													
1.5.2	Food for participants (Tea & lunch)													
1.5.3	Time cost for media gatekeepers													
	<i>Total Report sharing workshop with newsroom managers at national level</i>													



Project Name: Improved Governance through Open Flow of Information
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Amount in BDT

Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
1.6	In-house meeting for sharing findings and report hand over													
1.6.1	Expert honorarium	-	-	-	-	-	-	-	-	-	-	-	-	-
	<i>Total In-house meeting for sharing findings and report hand over</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
1.7	Two-day training programme													
1.7.1	Honorarium for resource person	35,000	-	10,500	-	10,500	-	10,500	-	-			T-07, T-25, T-12	22.03.2021, 09.05.2021, 17.06.2021
1.7.2	Connectivity Cost for participants	40,000	-	-	-	-	-	-	-	-				
1.7.3	Certificate design and printing	-	-	-	-	-	-	-	-	-				
	<i>Total Two-day training programme</i>	75,000	-	10,500	-	10,500	-	10,500	-	-				
1.8	3 months mentorship programme													
1.8.1	Stipend for mentees	300,000	-	67	-	67	-	67	-	-			T-25	09.05.2021
1.8.2	Honorarium for mentors	450,000	-	45,000	-	45,000	-	45,000	-	-			T-12, T-61	17.06.2021, 27.06.2021
1.8.3	Certificate design and printing	5,850	1,849	402	1,849	402	1,849	402	-	-	T-62, T-07	27.06.2021, 30.09.2021	T-61, T-08	27.06.2021, 30.09.2021
	<i>Total 3 months mentorship programme</i>	755,850	1,849	45,469	1,849	45,469	1,849	45,469	-	-				
1.9	Orientation programme for university students on fact checking and verification													
1.9.1	Honorarium for course facilitator	40,000	-	4,000	-	4,000	-	4,000	-	-			T-08	30.09.2021
	<i>Total Orientation programme for university students on fact checking and verification</i>	40,000	-	4,000	-	4,000	-	4,000	-	-				
1.10	Orientation for journalists on digital security													
1.10.1	Honorarium for resource person	70,000	-	-	-	-	-	-	-	-				
1.10.2	Connectivity Cost for participants	240,000	-	-	-	-	-	-	-	-				
1.10.3	Certificate design and printing	32,362	-	-	-	-	-	-	-	-				
	<i>Total Orientation for journalists on digital security</i>	342,362	-	-	-	-	-	-	-	-				
2	Programme Team													
2.1	Team leader, ED MRDI (Partial)	945,469	-	-	-	-	-	-	-	-				
2.2	Project coordinator (Partial)	748,672	-	-	-	-	-	-	-	-				
2.3	Training coordinator (Full time)	843,700	-	-	-	-	-	-	-	-				
2.4	Finance personnel (Partial)	498,481	-	-	-	-	-	-	-	-				
2.5	Coordinator-IT (Partial)	-	-	-	-	-	-	-	-	-				
2.6	Logistic Coordinator (Partial)	276,930	-	-	-	-	-	-	-	-				
	<i>Total Programme Team</i>	3,313,252	-	-	-	-	-	-	-	-				



Project Name: Improved Governance through Open Flow of Information
 Implemented by: Management and Resources Development Initiative (MRDI)
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 Statement of Tax & VAT deposited for the year ended December 31, 2021

Amount in BDT

Sl. No.	Head of expenditures	Actual expenses	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
			VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No.	Date	Challan No.	Date
3	Programme Operations and management													
3.1	Office rent (Partial)	828,000	-	-	-	-	-	-	-	-	-			
3.2	Communication Expenses (Phone, Internet, postage etc.)	60,000	-	-	-	-	-	-	-	-	-			
3.3	Local Travel (Partial)	60,000			-	-	-	-	-	-	-			
3.4	Stationery & supplies (Partial)	36,000			-	-	-	-	-	-	-			
3.5	Utilities (Gas, water, electricity, office maintenance & assistance) (Partial)	92,400			-	-	-	-	-	-	-			
3.6	Audit Fee of Accounts	100,000			-	-	-	-	-	-	-			
3.7	Financial service	8,030			-	-	-	-	-	-	-			
3.8	Monthly zoom connectivity cost	15,329			-	-	-	-	-	-	-			
	Total Programme Operations and management	1,199,759	-	-	-	-	-	-	-	-	-			
	Grand Total	7,055,148	4,319	169,119	4,319	169,119	4,319	169,119	-	-				



Management and Resources Development Initiative (MRDI)
 Project Name: Improved Governance through Open Flow of Information
 Schedule of Fixed Assets
 As at 31 December 2021

Amount in Taka

Sl. No.	Particulars	Cost			Closing Balance
		Opening Balance	During the year		
			Addition	Adjustment	
1	Desktop as control panel				
	Desktop computer	67,932	-	-	67,932
	Sub-total	67,932	-	-	67,932
2	Laptop for resource persons				-
	Laptop	67,218	-	-	67,218
	Sub-total	67,218	-	-	67,218
3	Printer				-
	Printer	40,800	-	-	40,800
	Printer	40,800	-	-	40,800
4	Office Setup (Furniture & equipment)				
	Air conditioner	71,153	-	-	71,153
	Table	94,384	-	-	94,384
	Book shelf	47,430	-	-	47,430
	Chair	67,576	-	-	67,576
	Drawer	61,128	-	-	61,128
	Fan	21,079	-	-	21,079
	Sub-total	362,750	-	-	362,750
	Total	538,700	-	-	538,700



Management and Resources Development Initiative (MRDI)
Schedule of property, plant and equipment
As at 30 June 2021

Sl. No.	Particulars	Cost				Rate (%)	Depreciation				Written down value
		Opening balance	During the year		Closing balance		Opening balance	During the year		Closing balance	
			Addition	Adjustment /disposal				Charged	Adjustment/ disposal		
		BDT	BDT	BDT	BDT		BDT	BDT	BDT	BDT	
1.0	Land	50,000	-	-	50,000	-	-	-	-	-	50,000
	Sub-total (A)	50,000	-	-	50,000	-	-	-	-	-	50,000
2.0	Furniture and fixture:										
2.1	Table	222,567	-	37,400	185,167	20%	173,381	15,539	37,400	151,520	33,647
2.2	Chair, sofa etc.	170,948	-	9,792	161,156	20%	164,143	2,268	9,792	156,619	4,537
2.3	Shelf, paper stand, notice board etc.	300,897	-	-	300,897	20%	266,258	9,061	-	275,319	25,578
2.4	Interior decoration	269,951	-	-	269,951	20%	240,847	7,276	-	248,123	21,828
	Sub-total (B)	964,363	-	47,192	917,171		844,629	34,144	47,192	831,581	85,590
3.0	Office equipment:										
3.01	Photocopier	195,000	-	-	195,000	30%	195,000	-	1	194,999	1
3.02	Monitoring set up	420,684	-	-	420,684	30%	390,329	20,113	-	410,442	10,242
3.03	Fax machine, scanner, TV, recorder etc.	55,230	-	-	55,230	30%	55,228	-	-	55,228	2
3.04	Power generator (Honda)	102,250	-	-	102,250	30%	102,249	-	-	102,249	1
3.05	Electric fans	52,484	-	4,650	47,834	30%	50,587	813	4,650	46,750	1,084
3.06	Air cooler	778,528	-	-	778,528	30%	778,528	-	1	778,527	1
3.07	Telephone and internet connectivity	167,911	-	40,668	127,243	30%	153,625	11,136	40,668	124,093	3,150
3.08	Camera	180,814	-	-	180,814	30%	174,320	4,159	-	178,479	2,335
3.09	Mobile and telephone set	536,592	-	153,718	382,874	30%	413,126	49,830	147,069	315,887	66,987
3.10	Access & Attendance Control Device	55,000	-	-	55,000	30%	16,500	16,500	-	33,000	22,000
	Sub-total (C)	2,544,493	-	199,036	2,345,457		2,329,492	102,551	192,389	2,239,654	105,803
4.0	Computer, printer and multimedia										
4.1	Tower server	299,360	-	-	299,360	33%	297,557	1,802	-	299,359	1
4.2	Desktop computer	806,129	-	37,015	769,114	33%	646,765	107,723	37,015	717,473	51,641
4.3	Laptop computer	747,320	-	56,350	690,970	33%	746,858	461	56,350	690,969	1
4.4	Laser printer	175,221	-	10,741	164,480	33%	162,369	12,474	10,741	164,102	378
4.5	UPS, IPS and stabilizer	276,477	-	41,592	234,885	33%	216,742	22,601	27,748	211,595	23,290
4.6	Multimedia projector	123,225	-	-	123,225	33%	123,071	153	-	123,224	1
4.7	Computer networking	78,680	-	-	78,680	33%	78,680	-	1	78,679	1
	Sub-total (D)	2,506,412	-	145,698	2,360,714		2,272,042	145,214	131,855	2,285,401	75,313

Management and Resources Development Initiative (MRDI)
Schedule of property, plant and equipment
As at 30 June 2021

Sl. No.	Particulars	Cost				Rate (%)	Depreciation				Written down value
		Opening balance	During the year		Closing balance		Opening balance	During the year		Closing balance	
			Addition	Adjustment /disposal				Charged	Adjustment/ disposal		
BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT	BDT		
5.0	Other assets										
5.1	Books	25,930	-	-	25,930	20%	25,930	-	1	25,929	1
5.2	Paintings	40,000	-	-	40,000	20%	40,000	-	1	39,999	1
	Sub-total (E)	65,930	-	-	65,930		65,930	-	2	65,928	2
6.0	Project assets (PCAI, AWRAIB & SIMB)										
6.01	MJF PCAI Project	303,472	-	-	303,472	-	-	-	-	-	303,472
6.02	MJF AWRAIB Project	60,000	-	-	60,000	-	-	-	-	-	60,000
6.03	MJF BGBS Projects	208,975	-	-	208,975	-	-	-	-	-	208,975
6.04	Internews Project	417,114	72,782	-	489,896	-	-	-	-	-	489,896
6.05	Fojo Project	1,392,016	1,046,597	-	2,438,613	-	-	-	-	-	2,438,613
6.06	TAF IGTOFI Project	110,000	428,700	-	538,700	-	-	-	-	-	538,700
6.07	TAF JSMA Project	-	601,898	-	601,898	-	-	-	-	-	601,898
6.08	TAF MIMA Project	-	148,419	-	148,419	-	-	-	-	-	148,419
	Sub-total (F)	2,491,577	2,298,396	-	4,789,973	-	-	-	-	-	4,789,973
	Balance as at 30 June 2021	8,622,775	2,298,396	391,926	10,529,245	-	5,512,093	281,909	371,438	5,422,564	5,106,681
	Balance as at 30 June 2020	6,888,461	1,734,314	-	8,622,775	-	5,096,403	421,260	5,570	5,512,093	3,110,682

