

**Hoda Vasi  
Chowdhury & Co**

**Independent Auditor's Report and  
Audited Financial Statements  
Of the Project**

**“Advancing news media reform in Bangladesh”**

**Implemented by: Media Resources Development  
Initiative (MRDI)**

**In partnership with: The Asia Foundation (TAF)**

**As at and for the period from  
11 January 2025 to 10 March 2025**

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Audited Financial Statements  
Of the Project  
“Advancing news media reform in Bangladesh”  
Implemented by: Media Resources Development  
Initiative (MRDI)  
In partnership with: The Asia Foundation (TAF)  
  
As at and for the period from  
11 January 2025 to 10 March 2025**



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# Hoda Vasi Chowdhury & Co

## Chartered Accountants

### INDEPENDENT AUDITOR'S REPORT To the Board of Directors of Media Resources Development Initiative (MRDI) Report on the Audit of the Financial Statements of Advancing news media reform in Bangladesh

#### Opinion

We have audited the financial statements of the Project "Advancing news media reform in Bangladesh" (the "Project"), implemented by Media Resources Development Initiative (MRDI) (the "Entity") and funded by The Asia Foundation (TAP), which comprise the Balance Sheet as at 10 March 2025 and the statement of Income and Expenditure and Statement of Receipts and Payments for the period from 11 January 2025 to 10 March 2025, 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 Balance Sheet of the Project as at 10 March 2025, and its Income and Expenditure and its Receipts and Payments of the Project for two months period then ended 10 March 2025 in accordance International Financial Reporting Standards (IFRSs) and other applicable laws and regulations.

#### 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 *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Project in accordance with the ethical requirements that are relevant to our audit of the financial statements in Bangladesh, and we have fulfilled our other responsibilities in accordance with these requirements. 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 the 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 Entity'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 Project or to cease operations, or has no realistic alternative but to do so as disclosed in the financial statements.

Those charged with governance are responsible for overseeing the Entity'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.



**Sk Md Tarikul Islam, FCA**  
Partner  
Membership no:1238  
Firm's Registration # CAF-001-057  
Hoda Vasi Chowdhury & Co  
Chartered Accountants  
DVC: 2504291238AS722041


Dhaka, 29 April 2025




**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Statement of Financial Position**  
**As at 10 March 2025**

	Notes	Amount in BDT 10 March 2025
<b>Assets</b>		
Cash and cash equivalents	3	50,000
		<u>50,000</u>
<b>Fund and liabilities</b>		
Unutilized donor fund	4	-
Provision for expenses	9	50,000
		<u>50,000</u>

*The accompanying notes (1-9) form an integral part of these financial statements.*

  
**Md. Mominul Islam**  
 Manager, Accounts

  
**Hasibur Rahman**  
 Executive Director

  
**Sk Md Tarikul Islam, FCA**  
 Partner  
 Membership no.: 1238  
 Firm's Registration # CAF-001-057  
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Dhaka, 29 April 2025



**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Statement of Income and Expenditure**  
**For the period from 11 January 2025 to 10 March 2025**

	Notes	Amount in BDT 10 March 2025
<b>Income</b>		
Grant income	5	1,793,376
		<u>1,793,376</u>
<b>Expenditure</b>		
Project team	6	375,000
Consultation meeting with editors outside Dhaka	7.1	157,109
Consultation meeting with gender working group	7.2	46,780
Consultation meeting with academia	7.3	105,256
Consultation meeting with newsroom managers	7.4	71,388
Consultation meeting with correspondents of national news outlets	7.5	103,801
Consultation meeting with civil society group	7.6	49,873
Consultation meeting with youth group	7.7	79,539
Finding sharing and handover meeting	8	45,968
Project Operational Cost	9	758,662
		<u>1,793,376</u>

*The accompanying notes (1-9) form an integral part of these financial statements.*



**Md. Mominul Islam**  
Manager, Accounts



**Hasibur Rahman**  
Executive Director



**Sk Md Tarikul Islam, FCA**

Partner

Membership no.: 1238

Firm's Registration # CAF-001-057

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Dhaka, 29 April 2025







**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Statement of Receipts and Payments**  
**For the period from 11 January 2025 to 10 March 2025**

	Notes	Amount in BDT 10 March 2025
<b>Opening balance</b>		
Cash at bank		-
		-
<b>Receipts</b>		
Fund from Donor	4.1	1,793,376
<b>Total receipts</b>		<b>1,793,376</b>
<b>Payments</b>		
Project team	6	375,000
Consultation meeting with editors outside Dhaka	7.1	157,109
Consultation meeting with gender working group	7.2	46,780
Consultation meeting with academia	7.3	105,256
Consultation meeting with newsroom managers	7.4	71,388
Consultation meeting with correspondents of national news outlets	7.5	103,801
Consultation meeting with civil society group	7.6	49,873
Consultation meeting with youth group	7.7	79,539
Finding sharing and handover meeting	8	45,968
Project Operational Cost	9	708,662
<b>Total payments</b>		<b>1,743,376</b>
<b>Closing balances</b>	3.1	<b>50,000</b>
Cash at bank		50,000
		<b>1,793,376</b>

*The accompanying notes (1-9) form an integral part of these financial statements.*

  
**Md. Mominul Islam**  
Manager, Accounts

  
**Hasibur Rahman**  
Executive Director

  
**Sk Md Tarikul Islam, FCA**  
Partner  
Membership no.: 1238  
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Dhaka, 29 April 2025



**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Notes to the Financial Statements**  
**As at and for the period from 11 January 2025 to 10 March 2025**

**1.0 About the organization and Project**

**1.1 About the organization**

Media Resources Development Initiative (MRDI) (the “Entity”) 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.

Media 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. It is also registered with the NGO Affairs Bureau having registration number 1962 dated 21 September 2004 under the Foreign Donations Regulation Ordinance 1978, registration renewed on 24 July 2019 for a period of ten years up to 20 September 2029.

Name of the organisation is amended from Management and Resources Development Initiative (MRDI) to Media Resources Development Initiative (MRDI) with effect from 16 August 2023 for RJSC registration with new incorporation number T544 and for NGOAB with effect from 23 November 2023 with the same registration number 1962.

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 rights to information, working with partners in Bangladesh and beyond".

**1.2 About the Project**

"Advancing news media reform in Bangladesh" (The Project) is a two months project starting from 11 January 2025 to 10 March 2025. The Project is funded by The Asia Foundation (TAF). The Project aims to foster inclusive reforms with a sustained impact to enhance press freedom and improve the journalism standards engaging diverse stakeholders by articulating their expectations and recommendations for the Media Reform Commission.

**1.3 Objectives of the Project**

**A. Overall objective**

To foster inclusive reforms with a sustained impact to enhance press freedom and improve the journalism standards engaging diverse stakeholders by articulating their expectations and recommendations for the Media Reform Commission.

**B. Program Activities**

- i. Inception meeting with the Media Reform Commission;
- ii. Consultation meetings and KIIs; and
- iii. Findings sharing meeting and report handover.

**1.4 Project period**

Total duration of the Project is for two months covering from 11 January 2025 to 10 March 2025.



## **2 Summary of significant accounting policies**

### **2.1 Basis of accounting**

The financial statements have been prepared using accrual basis of accounting 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 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 period under audit for recognition of grant income.

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 and 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 Reporting period**

The financial statements of the Project cover two months (2) starting from 11 January 2025 to 10 March 2025.

### **2.6 Reporting currency**

The financial Statements are presented in Bangladesh currency.

### **2.7 General**

Amount rounded off in nearest BDT.





Notes	Amount in BDT 10 March 2025
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### 3 Cash and cash equivalents

Cash at bank	3.1	50,000
		<u>50,000</u>

#### 3.1 Cash at bank

Prime Bank PLC Asad Gate Branch, Dhaka, A/C # 2138315008259		50,000
<b>Total</b>		<u>50,000</u>

The Project does not maintain separate bank account for itself. The Project has maintained its cash at bank balance amounting to BDT 50,000 in MRDI Operational Account No. 2138315008259. The Project period is only 02 (Two) months from 11 January 2025 to 10 March 2025. Therefore due to short period of the Project, a separate bank account in the name of the Project is not maintained.

Particulars	Amount in BDT
	Balance as on 10 March 2025
Core bank account	2,988,319.84
Under this Project	50,000.00

Notes	Amount in BDT 10 March 2025
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### 4 Unutilized donor fund

Opening balance		-
Add: Donor fund received during the period	4.1	1,793,376
Less: Grant income recognised	5	(1,793,376)
<b>Total</b>		<u>-</u>

#### 4.1 Fund from Donor (Mother account - Southeast Bank PLC, Dhanmondi Branch)

Date of receipts	Installment	Amount in BDT
15-Jan-25	1st Installment	1,614,038
2-Mar-25	2nd Installment	179,338
<b>Total</b>		<u>1,793,376</u>



Amount in BDT
10 March 2025

## 5 Grant income

Grant income	1,793,376
	<b>1,793,376</b>

*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.*

## 6 Project team

Honorarium for lead expert	200,000
Honorarium for associate to the lead expert	175,000
<b>Total</b>	<b>375,000</b>

## 7 Consultation Meetings

### 7.1 Consultation meeting with editors outside Dhaka

Venue and sound (MRDI conference room)	10,000
Food for participants (Tea and lunch)	6,422
Information kit (File, writing pad, pen and information material)	8,127
Time cost for participants	50,060
Daily subsistence allowance for outside Dhaka participants	52,500
Travel cost for outside Dhaka participants	30,000
<b>Total</b>	<b>157,109</b>

### 7.2 Consultation meeting with gender working group

Venue and sound (MRDI conference room)	10,000
Food for participants (Tea and lunch)	6,478
Information kit (File, writing pad, pen and information material)	5,302
Time cost for participants	25,000
<b>Total</b>	<b>46,780</b>

### 7.3 Consultation meeting with academia

Venue and sound (MRDI conference room)	10,000
Food for participants (Tea and lunch)	3,680
Information kit (File, writing pad, pen and information material)	6,703
Time cost for participants	45,123
Daily subsistence allowance for outside Dhaka participants	15,750
Travel cost for outside Dhaka participants	24,000
<b>Total</b>	<b>105,256</b>

### 7.4 Consultation meeting with newsroom managers


Venue and sound (MRDI conference room)	10,000
Food for participants (Tea and lunch)	6,671
Information kit (File, writing pad, pen and information material)	4,717
Time cost for participants	50,000
<b>Total</b>	<b>71,388</b>

### 7.5 Consultation meeting with correspondents of national news outlets

Venue and sound (MRDI conference room)	10,000
Food for participants (Tea and lunch)	3,250
Information kit (File, writing pad, pen and information material)	8,051



		Amount in BDT
		10 March 2025
Daily subsistence allowance for district correspondents		52,500
Travel cost for district correspondents		30,000
<b>Total</b>		<b>103,801</b>
<b>7.6 Consultation meeting with civil society group</b>		
Venue and sound (MRDI conference room)		10,000
Food for participants (Tea and lunch)		7,031
Information kit (File, writing pad, pen and information material)		5,842
Conveyance for participants		27,000
<b>Total</b>		<b>49,873</b>
<b>7.7 Consultation meeting with youth group</b>		
Venue and sound (MRDI conference room)		10,000
Food for participants (Tea and lunch)		3,586
Information kit (File, writing pad, pen and information material)		6,703
Daily subsistence allowance for outside Dhaka participants		26,250
Travel cost for outside Dhaka participants		15,000
Conveyance for participants		18,000
<b>Total</b>		<b>79,539</b>
<b>8 Finding sharing and handover meeting</b>		
Meeting cost with media reform commission		45,968
<b>Total</b>		<b>45,968</b>
<b>9 Project Operational Cost</b>		
Salary for coordinator (50% working time)		165,374
Project management cost		543,288
Audit fee		50,000
<b>As per Statement of Comprehensive Income-Income and Expenditure Account</b>		<b>758,662</b>
Less: Provision made during the period (Audit Fee)		(50,000)
<b>As per Statement of Receipts and Payments</b>		<b>708,662</b>

  
**Md. Mominul Islam**  
 Manager, Accounts

  
**Hasibur Rahman**  
 Executive Director





# Hoda Vasi Chowdhury & Co

## Chartered Accountants

### FD-4 Form Certificate issued by CA Firm

I undersigned to certify that our CA Firm, Hoda Vasi Chowdhury & Co., Chartered Accountants has completed the audit of the Project "Advancing news media reform in Bangladesh" of below mentioned organization's Project for the period from 11 January 2025 to 10 March 2025. During the audit, required books of accounts, bills, voucher and necessary evidence have been verified. According to the financial statement audited, relevant information is as follows:

1. Name of the NGO : **Media Resources Development Initiative (MRDI)**
2. Registration Number : 1962
3. Address (with telephone number, website & email) : 8/19 Sir Syed Road, Block-A, Mohammadpur, Dhaka-1207. Phone: 02-41022772-4  
Website: www.mrdibd.org, E-mail: info@mrdibd.org
4. Name and duration of the Project : **Advancing news media reform in Bangladesh**  
For the period from 11 January 2025 to 10 March 2025
5. Audit period of the Project : 11 January 2025 to 10 March 2025
6. Opening balance of the period : Taka Nil
7. Foreign donation received during the audit period : Taka 1,793,376
8. Foreign donation utilized during audit period : Taka 1,793,376
9. Balance of unutilized foreign donation at the end of audit period : Taka Nil

FD-4/1 statement has been prepared appropriately as per line items of approved budget of the NGO Affairs Bureau.

### Declaration

I hereby declare that I have read all the related rules and regulations and all the information in the Statement of Expenditure found true and accurate.



**Sk Md Tarikul Islam, FCA**  
Partner

Membership no: 1238  
Firm's Registration # CAF-001-057  
Hoda Vasi Chowdhury & Co  
Chartered Accountants  
DVC: 2504291238AS722041

Date: 29 April 2025



## Annexure-A

**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Budget Variance**  
**For the period from 11 January 2025 to 10 March 2025**

Amount in BDT

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Reason for variance
<b>1</b>	<b>Project team</b>					
1.1	Honorarium for lead expert	300,000	200,000	100,000	33%	Spent as per actual requirement
1.2	Honorarium for associate to the lead expert	75,000	175,000	(100,000)	-133%	Spent as per actual requirement
	<b>Sub-total of 1</b>	<b>375,000</b>	<b>375,000</b>	<b>-</b>	<b>0%</b>	
<b>2</b>	<b>Inception meeting with the Media Reform Commission</b>					
2.1	Honorarium for experts	25,000		25,000	100%	
2.1	Venue & Sound (MRDI conference room)	10,000		10,000	100%	
2.1	Food for participants (Tea & lunch)	6,000		6,000	100%	
2.1	Information kit (File, writing pad, pen & information material)	5,000		5,000	100%	
	<b>Sub total of 2</b>	<b>46,000</b>	<b>-</b>	<b>46,000</b>	<b>100%</b>	
<b>3</b>	<b>7 Consultation Meetings</b>					
<b>3.1</b>	<b>Consultation meeting with editors outside Dhaka</b>					
3.1.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.1.2	Food for participants (Tea & lunch)	9,000	6,422	2,578	29%	Spent as per actual requirement
3.1.3	Information kit (File, writing pad, pen & information material)	6,000	8,127	(2,127)	-35%	Spent as per actual requirement
3.1.4	Time cost for participants	50,000	50,060	(60)	0%	
3.1.5	Daily subsistence allowance for outside Dhaka participants	52,500	52,500	-	0%	
3.1.6	Travel cost for outside Dhaka participants	30,000	30,000	-	0%	
	<b>Sub total of 3.1</b>	<b>157,500</b>	<b>157,109</b>	<b>391</b>	<b>0%</b>	
<b>3.2</b>	<b>Consultation meeting with gender working group</b>					
3.2.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.2.2	Food for participants (Tea & lunch)	9,000	6,478	2,522	28%	Spent as per actual requirement
3.2.3	Information kit (File, writing pad, pen & information material)	6,000	5,302	698	12%	Spent as per actual requirement





## Annexure-A

**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Budget Variance**  
**For the period from 11 January 2025 to 10 March 2025**

Amount in BDT

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Reason for variance
3.2.4	Time cost for participants	50,000	25,000	25,000	50%	Spent as per actual requirement
	<b>Sub total of 3.2</b>	<b>75,000</b>	<b>46,780</b>	<b>28,220</b>	<b>38%</b>	
<b>3.3</b>	<b>Consultation meeting with academia</b>					
3.3.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.3.2	Food for participants (Tea & lunch)	9,000	3,680	5,320	59%	Spent as per actual requirement
3.3.3	Information kit (File, writing pad, pen & information material)	6,000	6,703	(703)	-12%	Spent as per actual requirement
3.3.4	Time cost for participants	50,000	45,123	4,877	10%	Spent as per actual requirement
3.3.5	Daily subsistence allowance for outside Dhaka participants	31,500	15,750	15,750	50%	Spent as per actual requirement
3.3.6	Travel cost for outside Dhaka participants	56,000	24,000	32,000	57%	Spent as per actual requirement
	<b>Sub total of 3.3</b>	<b>162,500</b>	<b>105,256</b>	<b>57,244</b>	<b>35%</b>	
<b>3.4</b>	<b>Consultation meeting with newsroom managers</b>					
3.4.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.4.2	Food for participants (Tea & lunch)	9,000	6,671	2,329	26%	Spent as per actual requirement
3.4.3	Information kit (File, writing pad, pen & information material)	6,000	4,717	1,283	21%	Spent as per actual requirement
3.4.4	Time cost for participants	50,000	50,000	-	0%	
	<b>Sub total of 3.4</b>	<b>75,000</b>	<b>71,388</b>	<b>3,612</b>	<b>5%</b>	
<b>3.5</b>	<b>Consultation meeting with correspondents of national news outlets</b>					
3.5.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.5.2	Food for participants (Tea & lunch)	9,000	3,250	5,750	64%	Spent as per actual requirement
3.5.3	Information kit (File, writing pad, pen & information material)	6,000	8,051	(2,051)	-34%	Spent as per actual requirement
3.5.4	Daily subsistence allowance for district correspondents	70,000	52,500	17,500	25%	Spent as per actual requirement





## Annexure-A

**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Budget Variance**  
**For the period from 11 January 2025 to 10 March 2025**

Amount in BDT

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Reason for variance
3.5.5	Travel cost for district correspondents	30,000	30,000	-	0%	
	<b>Sub total of 3.5</b>	<b>125,000</b>	<b>103,801</b>	<b>21,199</b>	<b>17%</b>	
<b>3.6</b>	<b>Consultation meeting with civil society group</b>					
3.6.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.6.2	Food for participants (Tea & lunch)	9,000	7,031	1,969	22%	Spent as per actual requirement
3.6.3	Information kit (File, writing pad, pen & information material)	6,000	5,842	158	3%	Spent as per actual requirement
3.6.4	Conveyance for participants	20,000	27,000	(7,000)	-35%	Spent as per actual requirement
	<b>Sub total of 3.6</b>	<b>45,000</b>	<b>49,873</b>	<b>(4,873)</b>	<b>-11%</b>	
<b>3.7</b>	<b>Consultation meeting with youth group</b>					
3.7.1	Venue & Sound (MRDI conference room)	10,000	10,000	-	0%	
3.7.2	Food for participants (Tea & lunch)	12,000	3,586	8,414	70%	Spent as per actual requirement
3.7.3	Information kit (File, writing pad, pen & information material)	7,500	6,703	797	11%	Spent as per actual requirement
3.7.4	Daily subsistence allowance for outside Dhaka participants	52,500	26,250	26,250	50%	Spent as per actual requirement
3.7.5	Travel cost for outside Dhaka participants	30,000	15,000	15,000	50%	Spent as per actual requirement
3.7.6	Conveyance for participants	5,000	18,000	(13,000)	-260%	Spent as per actual requirement
	<b>Sub total of 3.7</b>	<b>117,000</b>	<b>79,539</b>	<b>37,461</b>	<b>32%</b>	
	<b>Sub total of 3</b>	<b>757,000</b>	<b>613,746</b>	<b>143,254</b>	<b>19%</b>	
<b>4</b>	<b>Finding sharing &amp; handover meeting</b>					
4.1	Meeting cost with media reform commission	100,000	45,968	54,032	54%	Spent as per actual requirement
	<b>Sub total of 4</b>	<b>100,000</b>	<b>45,968</b>	<b>54,032</b>	<b>54%</b>	
	<b>Sub-total activity (1 to 4)</b>	<b>1,278,000</b>	<b>1,034,714</b>	<b>243,286</b>	<b>19%</b>	



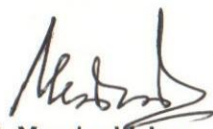
## Annexure-A

**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**Budget Variance**  
**For the period from 11 January 2025 to 10 March 2025**

Amount in BDT

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Reason for variance
<b>5</b>	<b>Project Operational Cost</b>					
5.1	Salary for coordinator (50% working time)	165,376	165,374	2	0%	
5.2	Project management cost	300,000	543,288	(243,288)	-81%	Spent as per actual requirement
5.3	Audit Fee	50,000	50,000	-	0%	
	<b>Sub-total of 5</b>	<b>515,376</b>	<b>758,662</b>	<b>(243,286)</b>	<b>-47%</b>	
	<b>Grand Total</b>	<b>1,793,376</b>	<b>1,793,376</b>	<b>-</b>	<b>0%</b>	

Total Expenditure as per FD-4/1 (Annexure-A/1)		<b>1,793,376</b>
Less: Current year provision		(50,000)
Add: Payment for prior year provision		-
Foreign donation paid during audit period		<b>1,743,376</b>

  
**Md. Mominul Islam**  
 Manager, Accounts

  
**Hasibur Rahman**  
 Executive Director



**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with: The Asia Foundation (TAF)**  
**For the period from 11 January 2025 to 10 March 2025**

**A. Reconciliation of unutilized fund as per Financial Statements and Cash and bank balance**

Particulars	Amount in BDT
Unutilized Fund as per Financial Statements	-
Add: Provision of expenses	50,000
Add: Reserve fund-bank interest	-
Cash and cash equivalents	<u>50,000</u>



**Md. Mominul Islam**  
Manager, Accounts



**Hasibur Rahman**  
Executive Director





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

*Name of the Project* : “ Advancing news media reform in Bangladesh ”  
*Audit Period* : 11 January 2025 to 10 March 2025  
*Project Approval No. and Date* : Approval No 03.07.2666.662.69.126.2024-14,  
Dated 07 January 2025

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Our observations in compliance with the conditions laid down in the Circular # 03.07.2666.657.43.253.17-2458, dated- 24 December 2023 issued from the NGO Affairs Bureau, Prime Minister's Office, and Government of the People's Republic of Bangladesh is listed below:

Condition- 1

The CA firm has to play the most responsible and impartial role in the audit of NGOs. Reports should be prepared using 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

Every firm, while auditing the accounts of NGOs, must make sure that the Project has been implemented in accordance with the terms of the “Foreign Grants (Voluntary Activities) Regulation Act 2016” and the FC-1 regarding Project approval, issued for NGOs, and give an opinion after completing the audit.

Observations and Comments

During our audit of the financial statements, 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, FC-1 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 must furnish the audit report on receipt and expenditure of foreign grants in Form FD-4 and Annexure A/1 as prescribed by the Bureau along with the audit report. All information in FD-4 regarding foreign grant should be presented on cash basis, not accrual basis. That is, no amount related to foreign grants should be shown as negative or receivables. The difference between the approved budget and the actual expenditure in FD-4, the total amount should be mentioned as total. Annexure A/1 should describe



these in detail, i.e. Khatwari sanctioned budget, actual expenditure, variance as percentage and reason for variance. The sector/sub-sector mentioned in Annexure A/1 and the budget against it, shall be as per 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. The actual amount spent and the reasons for any variances are detailed in Annexure-A/1 of the FD-4.

Condition- 4

A separate audit report should be prepared for each Project and the report should be based on the Project year (maximum 12 months). If there is any local income/donation in the Project, it should be shown separately in a separate column and the source of the local grant should be mentioned as per the provisions of the "Foreign Grants (Voluntary Activities) Regulation Act 2016". Incomplete feedback will be considered a breach of terms.

Observations and Comments

The audit report has been prepared separately for the Project "Advancing news media reform in Bangladesh" for the period from 11 January 2025 to 10 March 2025 with a separate approval of NGOAB -03.07.2666.662.69.126.2024-14. Dated- 07 January 2025. 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. and date of approval of the Project;
5. Memo no. and 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 donations have been received in the mother account;
9. Audit year (Project year);
10. Project area (District, Upazila); and
11. Number of beneficiaries.





### Observations and Comments

The brief Project description is as follows:

#### A. Overall objectives:

To foster inclusive reforms with a sustained impact to enhance press freedom and improve the journalism standards engaging diverse stakeholders by articulating their expectations and recommendations for the Media Reform Commission.

#### B. Program Activities:

- Inception meeting with the Media Reform Commission;
- Consultation meetings and KIIs; and
- Findings sharing meeting and report handover.

Specific information pertaining to the Project is given below:

Sl. No.	Name of the Implementation Agency	Media Resources Development Initiative (MRDI)									
1	Date of enlistment of CA firm for conducting of the audit	Circular # 03.07.2666,657.43.253.17-2458 Date-24 December 2023									
2	Name of the Project	Advancing news media reform in Bangladesh.									
3	Duration of the Project	11 January 2025 to 10 March 2025.									
4	Memo no. and date of approval of the Project	Approval no. NGOAB -03.07.2666.662.69.126.2024-14, Date: 07 January 2025.									
5	Memo No. Date of fund release	Approval no. NGOAB -03.07.2666.662.69.126.2024-14, Date: 07 January 2025.									
6	Amount of fund (including installment) release	<div>Total amount of fund/money release of the Project by NGOAB and the fund were received to Core account (Prime Bank PLC.) from donor by the Project through following installment:<table><tr><th>Date of receipts</th><th>Installment</th><th>Amount in BDT</th></tr><tr><td>16-Jan-25</td><td>1st Installment</td><td>1,614,038</td></tr><tr><td>5-Mar-25</td><td>2<sup>nd</sup> Installment</td><td>179,338</td></tr></table></div>	Date of receipts	Installment	Amount in BDT	16-Jan-25	1st Installment	1,614,038	5-Mar-25	2 <sup>nd</sup> Installment	179,338
Date of receipts	Installment	Amount in BDT									
16-Jan-25	1st Installment	1,614,038									
5-Mar-25	2 <sup>nd</sup> Installment	179,338									
7	Amount of foreign donation received to Core account (Prime Bank PLC.) during the audit period.	BDT 1,793,376									
8	Whether any withdrawal was made from the mother account before the fund clearance from Bureau release. Whether local donation has been received in the mother account.	No fund was received before NGOAB approval.									





9	Audit year (Project period)	11 January 2025 to 10 March 2025.
10	Project area (District and Upazilla)	Dhaka (as per FC-1).
11	Number of beneficiaries	Media Reform Commission, MRDI and the Funding Partner (as per FC-1).

#### 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. Below the signature of the auditor, full name, designation and enrollment number should be mentioned. The following consistency should be maintained in the audit report of NGOs:

#### First part

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

#### Second part

- FD-4 certificate;
- Annexure-A/1;



- Notes of FD-4 (if any); and
- 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. Below the signature of the auditor, full name, designation and enrollment number is also mentioned. Audit Report has been prepared serially as follows:

#### First Part

- Independent Auditor's Report on the Financial Statements;
- Balance Sheet;
- Statement of Income and Expenditure;
- Statement of Receipts and Payments; and
- Notes to the Financial Statement.

#### Second Part

- FD-4 certificate;
- Budget Variance-Annexure A/1;
- Reconciliation of unutilized fund-(Annexure A/2);
- Report as per requirement of NGOAB;
- Statement of Tax and VAT deduction and deposit (Annexure B); and
- Schedule of Property, plant and equipment (Annexure C).

#### Condition- 8

In the 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 the 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

The Project "Advancing news media reform in Bangladesh." is a two (2) months Project starting from 11 January 2025 to 10 March 2025.





#### 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, renewed on 30 November 2023, 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 PLC., Dhanmondi Branch, Navana Newbury Place (1st Floor), 4/1/A Sobanbag, Mirpur Road, Dhaka-1207, 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 the 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.

The date of foreign donation transferred from the mother account to the Project account should be mentioned. Bank reconciliation between mother account and Project account should be checked and to be mentioned whether it is correct.

#### Observations and Comment

The organization has received foreign donations of an amount of Taka 1,793,376 through the mother account with Southeast Bank PLC., Dhanmondi Branch, Account No-001211100006616. The name of the donor, date and amount received are given below:





Information of Mother Account			Information of Core Account			Donor Name
Bank name and address	Amount of fund receipt (BDT)	Date of receipt	Bank name and address	Amount of fund receipt (BDT)	Date of receipt	
Southeast Bank PLC., Dhanmondi Branch	1,614,038	15 January 2025	Prime Bank PLC. Asad Gate Branch	1,614,038	16 January 2025	THE ASIA FOUNDATION (TAF)
	179,338	02 March 2025		179,338	05 March 2025	

### Condition- 13

Donations received in kind/ Commodities 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 Comment

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

### Condition- 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 audit period of the Project (11 January 2025 to 10 March 2025), no bank interest was earned and not shown in the accounts. It is also mentioned that, no bank interest was refunded to the donor.

### Condition- 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, stock register, asset register and others are maintained properly. The organization kept its financial records of the Project with Tally Software.



#### Condition- 16

It should be reported whether a 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 the audited program, then it should be ensured that the service charge is recorded as receipts.

#### Observations and Comment

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

#### Observations and Comments

During our audit of the Project we found that, expenditure of Seven-line item has been incurred beyond budget. As the overall budget is not being exceeded, no approval has been taken for these expenses. For instances:

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Reason for variance
1.2	Honorarium for associate to the lead expert	75,000	175,000	(100,000)	-133%	Spent as per actual requirement
3.1.3	Information kit (File, writing pad, pen & information material)	6,000	8,127	(2,127)	-35%	Spent as per actual requirement
3.3.3	Information kit		6,703		-12%	Spent as per actual





	(File, writing pad, pen & information material)	6,000		(703)		requirement
3.5.3	Information kit (File, writing pad, pen & information material)	6,000	8,051	(2,051)	-34%	Spent as per actual requirement
3.6.4	Conveyance for participants	20,000	27,000	(7,000)	-35%	Spent as per actual requirement
3.7.6	Conveyance for participants	5,000	18,000	(13,000)	-260%	Spent as per actual requirement
5.2	Project management cost	300,000	543,288	(243,288)	-81%	Spent as per actual requirement

#### Condition- 20

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

#### Observations and Comments

During the audit period, we observed that no salary and benefits was paid to the staff and other expenses in all cases were 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 the Project.



#### 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 period.

#### 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 transitions 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 and branch
1	2	3	4	5	6	7	8	9	10	11	12
Total											

#### 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 into the Treasury. Revenue stamps have also been affixed in applicable cases. Details for VAT and TAX are referred to 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 Act 2023. 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 must disclose the complete information.

Observations and Comments

Media Resources Development Initiative (MRDI) has obtained Tax Identification Number (TIN) 5735-7494-4393. Media Resources Development Initiative (MRDI) as a legal entity submits Income Tax Return as per Income Tax Act 2023 for each year. The organization has also submitted Income Tax Return for the assessment year 2024 - 2025 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) is included with the concerned Project. 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 Media 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

No fixed assets purchased under the Project for the period ended 10 March 2025. Moreover, the total fixed assets schedule of the NGO as of 30 June 2024 is provided in Annexure-C.

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.

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 and Audit). It should be mentioned if such report is not required.

Observations and Comments

No significant issue was identified during our audit period and no management letter has been issued.

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.

Observations and Comments

We conducted the audit of the “Advancing news media reform in Bangladesh.” Project for the period from 11 January 2025 to 10 March 2025 for two months.

Condition-33

A list of the members of the organization’s Executive Committee/ Governing Body/Management Communities should be provided.

Observations and Comments

Details of the members of the organization have been shown in the following table:

Sl. No.	Name of the Member	Designation
1.	Farid Hossain	Chair
2.	Hasibur Rahman	Executive Director
3.	Md. Nazrul Islam	Director
4.	Syed Ishtiaque Reza	Director
5.	Sakiul Millat Morshed	Director
6.	Dr. Azizunnahar Islam	Director
7.	Mainul Alam	Director
8.	Dr. Shamim Imam	Director
9.	M.B.M. Lutful Hadee FCA	Director
10.	Shahana Huda Ranjana	Director
11.	Miraj Ahmed Chowdhury	Director





Condition- 34

It should be mentioned whether all the expenditures relevant to the audit of the Project are bore 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 the date of the firm's enlistment and renewal.

Observations and Comments

Hoda Vasi Chowdhury & Co., Chartered Accountants is enlisted with NGO Affairs Bureau by Enlistment/Renewal Memo No: # 03.07.2666.657.43.253.17-2458, dated - 24 December 2023, (Sl. No. 59).

Condition- 36

The auditor should include opinions 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 involve the concerned District Commissioner and concerned UNO on the Project. For this purpose, a copy of FC-1 has to be submitted to District Commissioner and within the following 15 days evidence of agreement of receipt shall be submitted to NGO Affairs Bureau.	Complied
2	The NGO has to submit an annual progress report after the end of the Project year to NGO Affairs Bureau, related District Office.	Submitted
3	Legal action will be taken against the NGO if the NGO/any Project employee/officer is involved in any kind of anti-	Complied



	state/anti-government activity.	
3	The Project audit report has to be submitted to the NGO Affairs Bureau and Statistics Department of Bangladesh Bank within 2 (two) months after the Project's year-end.	Will be submitted after completion of audit.
4	Income Tax/VAT has to be deducted as per the National Board of Revenue Circular.	Complied
5	List of beneficiary should be submitted to NGAOB.	Complied
6	The details of the budget of the Project must be uploaded on the website of the organization.	Complied

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

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

Observations and comments

Document Verification Code (DVC) for this Project is 2504291238AS722041, dated – 29 April 2025.



**Sk Md Tarikul Islam, FCA**  
Partner

Membership no:1238

Firm's Registration # CAF-001-057

Hoda Vasi Chowdhury & Co

Chartered Accountants

DVC: 2504291238AS722041

Dhaka, 29 April 2025



**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with The Asia Foundation (TAF)**  
**Statement of Tax & VAT deposited for the year ended March 10, 2025**

Amount in BDT

Sl. No.	Head of expenditures	Actual expenses	Voucher Ref	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAX	
				VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No./ Tracking No.	Date	Challan No./ Tracking No.	Date
<b>1</b>	<b>Project team</b>														
1.1	Honorarium for lead expert	200,000	BDV # 227	-	20,000	-	20,000	-	20,000					2425-0024746954	09.02.2025
1.2	Honorarium for associate to the lead expert	175,000	BDV # 227	-	17,500	-	17,500	-	17,500					2425-0024746954	09.02.2025
	<b>Sub-total of 1</b>	<b>375,000</b>		-	<b>37,500</b>	-	<b>37,500</b>	-	<b>37,500</b>	-	-	-	-	-	-
<b>2</b>	<b>Inception meeting with the Media Reform Commission</b>														
2.1	Honorarium for experts			-	-	-	-	-	-						
2.1	Venue & Sound (MRDI conference room)			-	-	-	-	-	-						
2.1	Food for participants (Tea & lunch)			-	-	-	-	-	-						
2.1	Information kit (File, writing pad, pen & information material)			-	-	-	-	-	-						
	<b>Sub total of 2</b>	<b>-</b>		-	-	-	-	-	-	-	-	-	-	-	-
<b>3</b>	<b>7 Consultation Meetings</b>														
<b>3.1</b>	<b>Consultation meeting with editors outside Dhaka</b>			-	-	-	-	-	-						
3.1.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.1.2	Food for participants (Tea & lunch)	6,422		117	90	117	90	117	90			2425-0024129022	29.01.2025	2425-0024129988	29.01.2025
3.1.3	Information kit (File, writing pad, pen & information material)	8,127		86	364	86	364	86	364			2425-0024129022	29.01.2025	2425-0024129988	29.01.2025
3.1.4	Time cost for participants	50,060		-	6,000	-	6,000	-	6,000					2425-0024129988, 2425-0024130222	29.01.2025, 29.01.2025
3.1.5	Daily subsistence allowance for outside Dhaka participants	52,500		-	-	-	-	-	-						
3.1.6	Travel cost for outside Dhaka participants	30,000		-	-	-	-	-	-						
	<b>Sub total of 3.1</b>	<b>157,109</b>		-	<b>203</b>	<b>6,454</b>	<b>203</b>	<b>6,454</b>	<b>203</b>	<b>6,454</b>	-	-	-	-	-
<b>3.2</b>	<b>Consultation meeting with gender working group</b>			-	-	-	-	-	-						
3.2.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.2.2	Food for participants (Tea & lunch)	6,478		106	72	106	72	106	72			2425-0024129022	29.01.2025	2425-0024130521	29.01.2025
3.2.3	Information kit (File, writing pad, pen & information material)	5,302		23	236	23	236	23	236			2425-0024129022	29.01.2025	2425-0024130521, 2425-0024130859	29.01.2025, 29.01.2025
3.2.4	Time cost for participants	25,000		-	2,500	-	2,500	-	2,500					2425-0024130222	29.01.2025
	<b>Sub total of 3.2</b>	<b>46,780</b>		<b>129</b>	<b>2,808</b>	<b>129</b>	<b>2,808</b>	<b>129</b>	<b>2,808</b>	-	-	-	-	-	-
<b>3.3</b>	<b>Consultation meeting with academia</b>			-	-	-	-	-	-						
3.3.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.3.2	Food for participants (Tea & lunch)	3,680		-	170	-	170	-	170					2425-0024130521	29.01.2025
3.3.3	Information kit (File, writing pad, pen & information material)	6,703		23	292	23	292	23	292			2425-0024129022	29.01.2025	2425-0024130859	29.01.2025
3.3.4	Time cost for participants	45,123		-	4,750	-	4,750	-	4,750					2425-0024130859	29.01.2025
3.3.5	Daily subsistence allowance for outside Dhaka participants	15,750		-	-	-	-	-	-						
3.3.6	Travel cost for outside Dhaka participants	24,000		-	-	-	-	-	-						
	<b>Sub total of 3.3</b>	<b>105,256</b>		<b>23</b>	<b>5,212</b>	<b>23</b>	<b>5,212</b>	<b>23</b>	<b>5,212</b>	-	-	-	-	-	-
<b>3.4</b>	<b>Consultation meeting with newsroom managers</b>			-	-	-	-	-	-						
3.4.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.4.2	Food for participants (Tea & lunch)	6,671		106	90	106	90	106	90			2425-0024129022	29.01.2025	2425-0024130521	29.01.2025





**Project Name: Advancing news media reform in Bangladesh**  
**Implemented by: Media Resources Development Initiative (MRDI)**  
**In partnership with The Asia Foundation (TAF)**  
**Statement of Tax & VAT deposited for the year ended March 10, 2025**

Amount in BDT

Sl. No.	Head of expenditures	Actual expenses	Voucher Ref	Deductible amount		Deducted amount		Deposited amount		Outstanding		VAT		TAN	
				VAT	IT	VAT	IT	VAT	IT	VAT	IT	Challan No./ Tracking No.	Date	Challan No./ Tracking No.	Date
3.4.3	Information kit (File, writing pad, pen & information material)	4,717		19	197	19	197	19	197			2425-0024129022	29.01.2025	2425-0024130521, 2425-0024130859	29.01.2025
3.4.4	Time cost for participants	50,000		-	5,000	-	5,000	-	5,000					2425-0024130521	29.01.2025
	<b>Sub total of 3.4</b>	<b>71,388</b>		<b>125</b>	<b>5,287</b>	<b>125</b>	<b>5,287</b>	<b>125</b>	<b>5,287</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>3.5</b>	<b>Consultation meeting with correspondents of national news outlets</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
3.5.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.5.2	Food for participants (Tea & lunch)	3,250		10	150	10	150	10	150			2425-0024129022	29.01.2025	2425-0024129988	29.01.2025
3.5.3	Information kit (File, writing pad, pen & information material)	8,051		21	363	21	363	21	363			2425-0024129022	29.01.2025	2425-0024129988	29.01.2025
3.5.4	Daily subsistence allowance for district correspondents	52,500		-	-	-	-	-	-						
3.5.5	Travel cost for district correspondents	30,000		-	-	-	-	-	-						
	<b>Sub total of 3.5</b>	<b>103,801</b>		<b>31</b>	<b>513</b>	<b>31</b>	<b>513</b>	<b>31</b>	<b>513</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>3.6</b>	<b>Consultation meeting with civil society group</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
3.6.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.6.2	Food for participants (Tea & lunch)	7,031		51	103	51	103	51	103			2425-0024129022	29.01.2025	2425-0024130859	29.01.2025
3.6.3	Information kit (File, writing pad, pen & information material)	5,842		19	253	19	253	19	253			2425-0024129022	29.01.2025	2425-0024130859	29.01.2025
3.6.4	Conveyance for participants	27,000		-	-	-	-	-	-						
	<b>Sub total of 3.6</b>	<b>49,873</b>		<b>70</b>	<b>356</b>	<b>70</b>	<b>356</b>	<b>70</b>	<b>356</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>3.7</b>	<b>Consultation meeting with youth group</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
3.7.1	Venue & Sound (MRDI conference room)	10,000		-	-	-	-	-	-						
3.7.2	Food for participants (Tea & lunch)	3,586		-	166	-	166	-	166					2425-0024130521	29.01.2025
3.7.3	Information kit (File, writing pad, pen & information material)	6,703		23	292	23	292	23	292			2425-0024129022	29.01.2025	2425-0024130521, 2425-0024130859	29.01.2025
3.7.4	Daily subsistence allowance for outside Dhaka participants	26,250		-	-	-	-	-	-						
3.7.5	Travel cost for outside Dhaka participants	15,000		-	-	-	-	-	-						
3.7.6	Conveyance for participants	18,000		-	-	-	-	-	-						
	<b>Sub total of 3.7</b>	<b>79,539</b>		<b>23</b>	<b>458</b>	<b>23</b>	<b>458</b>	<b>23</b>	<b>458</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Sub total of 3</b>	<b>613,746</b>		<b>604</b>	<b>21,088</b>	<b>604</b>	<b>21,088</b>	<b>604</b>	<b>21,088</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>4</b>	<b>Finding sharing &amp; handover meeting</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
4.1	Meeting cost with media reform commission	45,968		2,596	2,085	2,596	2,085	2,596	2,085			2425-0024743684	09.02.2025	2425-0024746954	09.02.2025
	<b>Sub total of 4</b>	<b>45,968</b>		<b>2,596</b>	<b>2,085</b>	<b>2,596</b>	<b>2,085</b>	<b>2,596</b>	<b>2,085</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Sub-total activity (1 to 4)</b>	<b>1,034,714</b>		<b>3,200</b>	<b>60,673</b>	<b>3,200</b>	<b>60,673</b>	<b>3,200</b>	<b>60,673</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>5</b>	<b>Project Operational Cost</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				
5.1	Salary for coordinator (50% working time)	165,374		-	-	-	-	-	-						
5.2	Project management cost	300,000		-	-	-	-	-	-						
5.3	Audit Fee	50,000		-	-	-	-	-	-						
	<b>Sub-total of 5</b>	<b>515,374</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Project Cost</b>	<b>1,550,088</b>		<b>3,200</b>	<b>60,673</b>	<b>3,200</b>	<b>60,673</b>	<b>3,200</b>	<b>60,673</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Md. Mominul Islam  
Manager, Accounts

Hasibur Rahman  
Executive Director

