

**Independent Auditor's Report and
Audited Financial Statements
of the Project
“Climate Communications Fellowship”**

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

**In partnership with: International Research &
Exchanges Board (IREX)**

**As at and for the period from
01 February 2025 to 30 November 2025**

Independent Auditor's Report and Audited Financial Statements of

Project Name: Climate Communications Fellowship

Implemented by: Media Resources Development Initiative (MRDI)

In partnership with: International Research & Exchanges Board (IREX)

As at and for the period from 01 February 2025 to 30 November 2025

Submitted by:

Hoda Vasi Chowdhury & Co

27 January 2026



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Hoda Vasi Chowdhury & Co

Chartered Accountants

**Independent Auditor's Report on the Financial Statements
To the Board of Directors of
Media Resources Development Initiative (MRDI)
Reports on the Audit of the Financial Statements of
Climate Communications Fellowship**

Opinion

We have audited the financial statements of "Climate Communications Fellowship" (the "Project") implemented by **Media Resources Development Initiative (MRDI)**; (the "Entity") in partnership with **International Research & Exchanges Board (IREX)**, which comprise the Statement of Financial Position as at 30 November 2025 and the statement of Income and Expenditure and Statement of Receipts and Payments for the period from 01 February 2025 to 30 November 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 "Climate Communications Fellowship" as at 30 November 2025, and its income and expenditure and its receipts & payments of the project for ten months period then ended in accordance with International Financial Reporting Standards (IFRS) 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 Auditors' 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 ethical 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 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: 2601271238AS622280

Dhaka, 27 January 2026



**Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
Statement of Financial Position
As at 30 November 2025**

	Notes	Amount in BDT 30 November 2025
Assets		
Cash and cash equivalents	3	369,530
		<u>369,530</u>
Fund and liabilities		
Unutilized donor fund	4	319,530
Provision for expenses	6	50,000
		<u>369,530</u>

The accompanying notes (1-6) 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
Hoda Vasi Chowdhury & Co
Chartered Accountants
DVC: 2601271238AS622280

Dhaka, 27 January 2026



**Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
Statement of Income and Expenditure
For the period from 01 February 2025 to 30 November 2025**

	Notes	Amount in BDT 30 November 2025
Income		
Grant income	5	1,361,250
		<u>1,361,250</u>
Expenditure		
Programme cost	6	1,361,250
		<u>1,361,250</u>

The accompanying notes (1-6) form an integral part of these financial statements.


Md. Mominul Islam
Manager, Accounts


Hasibur Rahman
Executive Director

Dhaka, 27 January 2026


Sk Md Tarikul Islam, FCA
Partner
Membership no.: 1238
Firm's Registration # CAF-001-057
Hoda Vasi Chowdhury & Co
Chartered Accountants
DVC: 2601271238AS622280



**Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
Statement of Receipts and Payments
For the period from 01 February 2025 to 30 November 2025**

	Notes	Amount in BDT 30 November 2025
Opening balance		
Cash at bank		-
		-
Receipts		
Fund from Donor	4.1	1,680,780
Total receipts		<u>1,680,780</u>
Payments		
Programme cost	6	1,311,250
Total payments		<u>1,311,250</u>
Closing balances	3.1	369,530
Cash at bank		<u>369,530</u>
		<u>1,680,780</u>

The accompanying notes (1-6) 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
Hoda Vasi Chowdhury & Co
Chartered Accountants
DVC: 2601271238AS622280

Dhaka, 27 January 2026



**Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
Notes to the Financial Statements
As at and for the period from 01 February 2025 to 30 November 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

Climate Communication Fellowship is a 10 months project starting from 01 February 2025 to 30 November 2025. The project is funded by International Research & Exchanges Board (IREX). The project aims to integrate subjects related to climate change and energy transition into policy discussions and contribute to MRDI's engagement with civil society organizations having operations on the themes.

1.3 Objectives of the project

A. Overall objective

To integrate subjects related to climate change and energy transition into policy discussions and contribute to MRDI's engagement with civil society organizations having operations on the themes.

B. Program activities

10-months fellowship activity.

1.4 Project period

Total duration of the project is for Ten (10) months covering from 01 February 2025 to 30 November 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 Ten (10) months starting from 01 February 2025 to 30 November 2025.

2.6 Reporting currency

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

2.7 General

Amount rounded off in nearest BDT.



Notes	Amount in BDT 30 November 2025
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3 Cash and cash equivalents

Cash at bank	3.1	369,530
		<u>369,530</u>

3.1 Cash at bank

Prime Bank Ltd. Asad Gate Branch, Dhaka, A/C # 2138315008259		369,530
Total		<u>369,530</u>

The Project does not maintain separate bank account for itself. The Project has maintained its cash at bank balance amounting to BDT 369,530.00 in MRDI Operational Account No. 2138315008259. The Project period is only 10 (Ten) months from 01 February 2025 to 30 November 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 30 November 2025
Core bank account	9,278,161.45
Under this Project	369,530.00

Notes	Amount in BDT 30 November 2025
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4 Unutilized donor fund

Opening balance		-
Add: Donor fund received during the period	4.1	1,680,780
Less: Grant income recognised	5	(1,361,250)
Total		<u>319,530</u>

4.1 Fund from Donor

Date of receipts	Installment	Amount in BDT
23-Feb-25	1st Installment	837,621
31-Jul-25	2nd Installment	843,159
Total		<u>1,680,780</u>



5 Grant income

Grant income

Amount in BDT	
30 November 2025	
	1,361,250
	<u>1,361,250</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.

6 Programme cost

Salary of communications coordinator (full time)

MRDI management fee (including office space, utility, service facility, equipment and management)

Audit fee

1,100,000
211,250
50,000

As per statement of comprehensive income-income and expenditure account

1,361,250

Less: Provision made during the period (audit fee)

(50,000)

As per statement of receipts and payments

1,311,250


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 "Climate Communications Fellowship" of below mentioned organization's project for the period from 01 February 2025 to 30 November 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 : Climate Communications Fellowship
For the period from 01 February 2025 to 30 November 2025
5. Audit period of the project : 01 February 2025 to 30 November 2025
6. Opening balance of the period : Nil
7. Foreign donation received during the audit period : BDT 1,680,780.00
8. Foreign donation utilized during audit period : BDT 1,361,250.00
9. Balance of unutilized foreign donation at the end of audit period : BDT 319,530.00

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: 2601271238AS622280

Date: 27 January 2026



Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
Budget Variance

For the period from 01 February 2025 to 30 November 2025

Code	Particulars	Budgeted amount	Actual expenditure	Variance	Variance in %	Amount in BDT	
						Reason for variance	
1	Programme cost						
1.1	Salary of communications coordinator (full time)	1,430,000	1,100,000	330,000	23%	Spent at actual	
1.2	MRDI management fee (including office space, utility, service facility, equipment and management)	211,250	211,250	-	0%		
1.3	Audit fee	50,000	50,000	-	0%		
	Grand Total	1,691,250	1,361,250	330,000	20%		

Total expenditure as per FD-4/1 (Annexure-A/1)	1,361,250
Less: Current year provision	(50,000)
Add: Payment for prior year provision	-
Foreign donation paid during audit period	1,311,250



Md. Mominul Islam
Manager, Accounts



Hasibur Rahman
Executive Director



**Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with: International Research & Exchanges Board (IREX)
For the period from 01 February 2025 to 30 November 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	319,530
Add: Provision of expenses	50,000
Add: Reserve fund-bank interest	-
Cash and cash equivalents	369,530



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 : *Climate Communications Fellowship*
Audit Period : *01 February 2025 to 30 November 2025*
Project Approval No. and Date : *Approval No 03.07.2666.662.69.126.2024-649,*
Dated 24 December 2024

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 FD-6 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, 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 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 "**Climate Communications Fellowship**" for the period from 01 February 2025 to 30 November 2025 with a separate approval of NGOAB - 03.07.2666.662.69.126.2024-649, Dated 24 December 2024. 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 integrate subjects related to climate change and energy transition into policy discussions and contribute to MRDI's engagement with civil society organizations having operations on the themes.

B. Program Activities:

- 10-months fellowship activity.



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	"Climate Communications Fellowship"									
3	Duration of the Project	01 February 2025 to 30 November 2025 (10 months)									
4	Memo no. and date of approval of the Project	Approval no. NGOAB -03.07.2666.662.69.126.2024-649, Dated 24 December 2024.									
5	Memo No. Date of fund release	Approval no. NGOAB -03.07.2666.662.69.126.2024-649, Dated 24 December 2024.									
6	Amount of fund (including installment) release	<p>Total amount of fund/money release of the Project by NGOAB and the fund were received from donor by the Project through following installment:</p> <table> <tr> <th>Date of receipts</th><th>Installment</th><th>Amount in BDT</th></tr> <tr> <td>23-Feb-25</td><td>1st Installment</td><td>837,621</td></tr> <tr> <td>31-July-25</td><td>2nd Installment</td><td>843,159</td></tr> </table>	Date of receipts	Installment	Amount in BDT	23-Feb-25	1st Installment	837,621	31-July-25	2nd Installment	843,159
Date of receipts	Installment	Amount in BDT									
23-Feb-25	1st Installment	837,621									
31-July-25	2nd Installment	843,159									
7	Amount of foreign donation received during the audit period.	BDT 1,680,780									
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)	01 February 2025 to 30 November 2025 (10 months)									
10	Project area (District and Upazilla)	Dhaka, (as per FC-1).									
11	Number of beneficiaries	MRDI									

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;
- Statement of Financial Position;
- Statement of Income and Expenditure;
- Statement of Receipts and Payments; and
- Notes to the Financial Statement.
- Annexure A: Schedule of Fixed Assets

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

Climate Communications Fellow is a ten months project starting from 01 February 2025 to 30 November 2025. The audit period was first year of the project for ten months from 01 February 2025 to 30 November 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 22 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 BDT 1,680,780.00 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	837,621	20-Feb-25	Prime Bank PLC. Asad Gate Branch	837,621	23-Feb-24	International Research & Exchanges Board (IREX)
	843,159	30-July-25		843,159	31-July-25	
Total	1,680,780		Total	1,680,780		

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 (01 February 2025 to 30 November 2025), no bank interest was earned and 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

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 the 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 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 BDT 00.00 and TAX BDT 2,700.00 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 was purchased under the project for the period ended 01 February 2025 to 30 November 2025. Moreover, the total fixed assets schedule of the organization as of 30 June 2025 is provided in Annexure-C (unaudited). 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.

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 "Climate Communications Fellow" Project for the period from 01 February 2025 to 30 November 2025. This is the first year of the project.

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 project activities must be implemented with the involvement of local administration.	Complied
2	After the implementation of the activities, a report of 06 (six) weeks and an audit report and a final report must be submitted to the Bureau within 02 (two) months.	The project completion report has already been submitted. The audit report will be submitted upon completion of the audit.
3	Income Tax/VAT has to be deducted as per the National Board of Revenue Circular.	Complied.
4	Duplication of other government and private activities with the project must be avoided.	Complied.
5	The project must be implemented by properly following government policies.	Complied.
6	Project budget information must be uploaded to the organization's website.	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 2601271238AS622280, dated – 27 January 2026.



Sk Md Tarikul Islam, FCA

Partner

Membership no:1238

Firm's Registration # CAF-001-057

Hoda Vasi Chowdhury & Co

Chartered Accountants

DVC: 2601271238AS622280

Dhaka, 27 January 2026



Project Name: Climate Communications Fellowship
Implemented by: Media Resources Development Initiative (MRDI)
In partnership with International Research & Exchanges Board (IREX)
Statement of Tax & VAT deposited for the period ended 30 November 2025

Sl. No.	Head of expenditures	Actual expenses	Deductible						Deposited		Outstanding		VAT		TAX	
			VAT		IT				VAT		VAT		Challan No./ Tracking No.		Challan No./ Tracking No.	
			IT		VAT				IT		IT		IT		Date	
1	Programme Cost		-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.1	Salary of Communications Coordinator (Full time)	1,100,000	-	2,700	-	2,700	-	-	2,700	-	-	-	-	-	2425-0027417054, 2425-0029243940, 2425-0032153248, 2425-0033643135, 2425-0035705407	10.03.2025, 09.04.2025, 19.05.2025, 02.06.2025, 29.06.2025
1.2	MRDI management fee (including office space, utility, service facility, equipment and management)	211,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.3	Audit Fee	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Project Cost	1,361,250	-	2,700	-	2,700	-	-	2,700	-	-	-	-	-	-	-



Md. Mominul Islam
Manager, Accounts

Hoda Vasi Chowdhury & Co


Hasibur Rahman
Executive Director





Annexure- C

Media Resources Development Initiative (MRDI)
Schedule of Property, Plant and equipment
As at 30 June 2025

Sl. no.	Particulars	Cost				Rate (%)	Depreciation				Closing balance	Written down value
		During the year		Adjustment /disposal	Closing balance		During the year		Adjustment/ disposal			
		Opening balance	Adjustment				Addition	Adjustment		Charged	Adjustment/ disposal	
		BDT	BDT	BDT	BDT		BDT	BDT	BDT	BDT		
1.0	Furniture and fixture											
1.1	Table	412,398	-	-	-	412,398	20%	-	31,944	-	412,352	46
1.2	Chair, sofa etc.	341,573	-	-	-	341,573	20%	-	22,193	-	320,865	20,708
1.3	Shelf, paper stand, notice board etc.	373,020	-	-	-	373,020	20%	-	9,645	-	372,965	55
1.4	Interior decoration	344,951	-	-	-	344,951	20%	-	344,937	-	344,937	14
	Sub-total (A)	1,471,942	-	-	-	1,471,942		-	63,782	-	1,451,119	20,823
2.0	Office equipment											
2.1	Monitoring set up	70,927	-	-	-	70,927	30%	-	-	-	70,924	3
2.2	Photocopier, Fax machine, scanner, TV, recorder, Speaker, Cassette player, Spiral Binder, Blower Machin	56,580	-	-	550	56,030	30%	-	-	549	56,026	4
2.3	Power generator (Honda)	102,250	-	-	-	102,250	30%	-	-	-	102,249	1
2.4	Electric fans	65,138	-	-	-	65,138	30%	-	-	-	65,110	28
2.5	Air cooler, Dehumidifier, Refrigerator	584,193	-	-	209,000	375,193	30%	-	-	208,996	375,187	6
2.6	Telephone and internet connectivity	90,850	-	-	-	90,850	30%	-	-	-	90,840	10
2.7	Camera	24,377	-	-	-	24,377	30%	-	-	-	24,376	1
2.8	Mobile and telephone set	330,176	-	209,999	202,513	337,662	30%	-	7,056	64,726	125,305	212,357
2.9	Access and Attendance Control Device	55,000	-	-	-	55,000	30%	-	-	-	54,998	2
	Sub-total (B)	1,379,491	-	209,999	412,063	1,777,427		-	7,056	274,271	965,015	212,412
3.0	Computer, printer and multimedia											
3.1	Tower server	180,360	-	-	-	180,360	33%	-	-	-	180,359	1
3.2	Desktop computer	576,096	-	-	-	576,096	33%	-	-	-	576,076	20
3.3	Laptop computer	638,029	-	-	134,850	503,179	33%	-	-	134,847	503,169	10
3.4	Laser printer	128,995	-	-	9,135	119,860	33%	-	-	9,134	119,855	5
3.5	UPS, IPS and stabilizer	193,858	-	-	-	193,858	33%	-	52,800	-	139,457	54,401
3.6	Multimedia projector	191,225	-	-	-	191,225	33%	-	-	-	191,221	4
3.7	Computer networking	78,680	-	-	-	78,680	33%	-	-	-	78,678	2
	Sub-total (C)	1,987,243	-	-	143,985	1,843,258		-	52,800	143,981	1,788,815	54,443
4.0	Other assets											
4.1	Books	25,930	-	-	-	25,930	20%	-	-	-	25,913	17
4.2	Paintings	40,000	-	-	-	40,000	20%	-	-	-	39,999	1
4.3	Tally ERP 9 Gold	124,800	-	-	-	124,800	20%	-	-	1	124,799	1
	Sub-total (D)	190,730	-	-	-	190,730		-	-	1	190,711	19
5.0	Project assets											
5.1	FOJO IQJB Phase II Project	5,878,543	-	99,035	5,746	5,971,832		-	1,068,499	5,688	5,269,338	702,494
5.2	TAF JSMA Project	601,898	-	-	-	601,898		-	65,030	-	558,073	43,825
5.3	TAF MIMA Project	148,419	-	-	-	148,419		-	3,313	-	145,430	2,989
5.4	EU-MSD Project	431,212	-	-	-	431,212		-	142,301	-	284,602	146,610
5.5	MRDI-TARA-CEM	240,690	-	110,450	-	351,140		-	86,781	-	86,781	264,359

Annexure- C

Media Resources Development Initiative (MRDI)
Schedule of Property, Plant and equipment
As at 30 June 2025

Sl. no.	Particulars	Cost				Rate (%)	Depreciation				Written down value
		Opening balance	During the year		Closing balance		Opening balance	During the year		Closing balance	
			Adjustment	Addition				Adjustment /disposal	Charged		
5.6	MRDI-TAF-JFD	BDT 139,230	-	-	-	BDT 139,230	-	45,946	-	BDT 45,946	93,284
5.7	FOJO IQJB Phase III Project	-	-	160,300	-	160,300	-	-	-	-	160,300
5.8	GFA-STID	-	-	657,068	-	657,068	-	-	-	-	657,068
	Sub-total (E)	7,439,992	-	1,026,853	5,746	8,461,099	-	1,411,870	5,688	6,390,170	2,070,929
	Balance as at 30 June 2025	12,469,398	-	1,236,852	561,794	13,144,456	-	1,535,508	423,941	10,785,830	2,358,626
	Balance as at 30 June 2024	12,409,977	(411,178)	1,048,085	(577,486)	12,469,398	-	5,338,085	(391,041)	577,473	2,795,135
Right-of-use asset											
	Balance as at 30 June 2025	4,245,198	-	-	-	4,245,198	-	-	-	4,245,198	-
	Balance as at 30 June 2024	4,245,198	-	-	-	4,245,198	-	849,039	-	4,245,198	-


Md. Mominul Islam
Manager, Accounts


Hasibur Rahman
Executive Director

