

**AUDIT REPORT
AND
FINANCIAL STATEMENTS
OF**

**PROCHESTA
KULaura, MOULVIBAZAR**

(CONSOLIDATED)

FOR THE YEAR ENDED 30TH JUNE, 2018

A B SAHA & CO

Chartered Accountants

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PROCHESTA
KULaura, MOULVIBAZAR

FOR THE YEAR ENDED 30TH JUNE, 2018

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AUDITORS' REPORT

We have audited the annexed Consolidated Financial Statements of "PROCHESTA" Prithimpasha, Kulaura, Moulvibazar for the year ended 30th June, 2018 with books, vouchers, registers and other relevant papers and documents as maintained and produced to us at the time of our audit.

The Preparation of these Financial Statements is the responsibility of the Organization Management. Our responsibility is to express an independent opinion on the Financial Statements based on our audit.

We conducted our audit of the Financial Statements in accordance with Bangladesh Standard on Auditing (BSA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free of material misstatement. Our audit includes examining, on test basis, evidence supporting the amounts and disclosures in the Financial Statements. Our audit also includes assessing the accounting principles used and significant estimates made by the management as well as evaluating the overall Financial Statements presentation. We believe that our audit provides a reasonable basis for our opinion.

We report as under:

- i) We have obtained all the information and explanations which we required for the purpose of our audit and to the best of our knowledge and belief these are adequate and satisfactory;
- ii) In our opinion, the annexed Financial Statements have been drawn up in accordance with the Generally Accepted Accounting Principles;
- iii) The Financial Statements which are in agreement with the books of account exhibit a true and fair view of the State of Affairs of the Organization as at 30th June, 2018 and the result of its activities for the year ended on that date according to the best of our information and explanations given to us and as shown by the books of account of the Organization; and
- iv) In our opinion, books of account of the organization have been maintained properly.

Dated, Dhaka
05 SEP 2018


A B SAHA & CO.
Chartered Accountants

**PROCHESTA
PRITHIMPASHA, KULAURA
MOULVIBAZAR**

**STATEMENT OF FINANCIAL POSITION (Consolidated)
AS ON 30TH JUNE, 2018**

<u>PARTICULARS</u>	<u>NOTE</u>	<u>AMOUNT 30.06.2018</u>	<u>AMOUNT 30.06.2017</u>
A. <u>FIXED ASSETS:</u>	4	4,590,988.22	4,656,765.22
B. <u>CURRENT ASSETS:</u>		1,558,261.34	1,581,986.00
Loan to Beneficiary/Staff	5	698,106.00	705,106.00
Advance	6	(2,510.00)	(2,510.00)
Cash in hand		3,842.00	455.00
Cash at Bank	7	30,887.34	50,999.00
Loan to Project	8	811,436.00	811,436.00
Loan Paid to GF	9	14,500.00	14,500.00
Receivable		2,000.00	2,000.00
C. <u>CURRENT LIABILITIES:</u>		3,878,137.00	3,587,892.00
Loan form ED	10	2,000,342.00	1,633,817.00
Loan received from H/O	11	1,826,575.00	1,826,575.00
Loan From SGF		4,000.00	4,000.00
Loan from PCCH		6,360.00	-
Loan from VGD	12	-	89,000.00
Loan Received from PTC	13	40,860.00	34,500.00
D. NET CURRENT ASSETS (B-C)		(2,319,875.66)	(2,005,906.00)
E. TOTAL ASSETS (A+D)		Tk. 2,271,112.56	2,650,859.22
F. <u>REPRESENTED BY:</u>			
Fund Account	14	2,271,112.56	2,650,859.22
		Tk. 2,271,112.56	2,650,859.22

As per our annexed report of even date

Dated, Dhaka
05 SEP 2018

A B SAHA & CO.
A B SAHA & CO.
Chartered Accountants



**PROCHESTA
PRITHIMPASHA, KULaura
MOULVIBAZAR**

**STATEMENT OF COMPREHENSIVE INCOME (Consolidated)
FOR THE PERIOD FROM 01ST JULY, 2017 TO 30TH JUNE, 2018**

<u>PARTICULARS</u>	<u>NOTE</u>	<u>AMOUNT 2017-2018</u>	<u>AMOUNT 2016-2017</u>
A. <u>INCOME:</u>			
Fund received form Donor	15	6,946,618	9,162,863.00
Accomodation		-	18,974
Bank Interest		16,003	15,256
Donation		14,000	32,371
Food Bill		14,250	50,646
Office Rent Income		60,065	102,823
Projector Rent		925	5,739
Sale of tree plant		198,214	104,842
Sale of others		-	11,000
Venue Rent		2,850	2,739
		<u>Tk. 7,252,924.62</u>	<u>9,507,253.00</u>
B. <u>EXPENDITURE:</u>			
Advertisement		-	3,700.00
Administrative Cost		-	124,612.00
Bazar Expenses		-	22,735.00
Bank charge		9,634.00	15,281.00
Computer Maintenance		-	4,700.00
Subscription		2,500.00	9,800.00
Donation		14,000.00	-
Depreciation		306,559.00	340,831.37
Electricity Bill		18,848.00	29,139.00
Entertainment		3,169.00	3,132.00
Motor Fuel & Maintenance		-	6,066.00
Day observation		3,718.00	-
Other Expenses		10,080.00	1,134.00
Office Maintenance Cost		54,165.00	32,831.00
Office Rent		74,600.00	196,282.00
Printing, Photocopy & Stationery		56,396.00	123,836.00
Program cost		351,011.00	2,528,648.00
Salary /Honorarium & Bonus		2,995,739.50	3,584,718.00
Telephone & Postage		32,495.00	4,571.00
Training Expenditure		983,602.00	639,966.00
Travel & Conveyance		102,685.00	159,472.00
Utilities Expenses		-	83,445.00
		<u>5,019,201.50</u>	<u>7,914,899.37</u>
C. Excess of Income over Expenditure (A-B)		<u>2,233,723.12</u>	<u>1,592,353.63</u>
		<u>Tk. 7,252,924.62</u>	<u>9,507,253.00</u>

As per our annexed report of even date

A B SAHA & CO
A B SAHA & CO

Chartered Accountants



**PROCHESTA
PRITHIMPASHA, KULaura
MOULVIBAZAR**

**STATEMENT OF RECEIPTS AND PAYMENTS (Consolidated)
FOR THE PERIOD FROM 1ST JULY, 2017 TO 30TH JUNE, 2018**

<u>PARTICULARS</u>	<u>AMOUNT</u> <u>2017-2018</u>	<u>AMOUNT</u> <u>2016-2017</u>
A. <u>OPENING BALANCE:</u>	51,430.22	461,836.00
Cash in Hand	455.00	18,067.00
Cash at Bank	50,975.22	443,769.00
B. <u>RECEIPTS:</u>	8,004,889.62	10,301,559.00
Advance	-	6,830.00
Accomodation	-	18,974.00
Bank Interest	16,002.62	15,256.00
Donation	14,000.00	32,371.00
Fund received from donor	6,946,618.00	9,162,863.00
Loan Received from PTC	-	32,000.00
Loan refund from PTC	26,080.00	-
Loan Received from PCCH	6,360.00	-
Loan Received from Prochesta GF	25,000.00	22,576.00
Loan refund from G F	-	120,500.00
Loan refund from CLC	-	69,500.00
Loan Received from VGD	8,500.00	104,900.00
Loan refund from Ferdous Alam	-	5,000.00
Food Bill	14,250.00	50,646.00
Loan Refund from PHRPBD	25,000.00	-
Loan Received from ED	654,025.00	433,000.00
Loan Refund from Staff	7,000.00	-
Office Rent Income	60,065.00	102,823.00
Projector Rent	925.00	5,739.00
Sale of tree plant	198,214.00	104,842.00
Sale of others	-	11,000.00
Venue Rent	2,850.00	2,739.00
Total (A+B)	8,056,319.84	10,763,395.00

Tk. **8,056,319.84** **10,763,395.00**



C <u>PAYMENTS:</u>	8,021,590.50	10,711,941.00
Advance	-	4,320.00
Administrative Cost	-	124,612.00
Advertisement	-	3,700.00
Bazar Expenses	-	22,735.00
Bank charge	9,634.00	15,281.00
Computer Maintenance	-	4,700.00
Subscription	2,500.00	9,800.00
Electricity Bill	18,848.00	29,139.00
Entertainment	3,169.00	3,132.00
Land & Building	240,782.00	-
Fund Transfer	2,710,946.00	2,713,853.00
Furniture & Fixture	-	21,400.00
Loan Paid to Staff	-	15,000.00
Loan paid to GF	-	82,000.00
Loan Refund to ED	287,500.00	63,500.00
Loan paid to Pro CLC	-	69,500.00
Loan paid to Pro VGD	-	15,900.00
Loan paid to PPHRPBD	25,000.00	-
Loan Refund to Prochesta GF	25,000.00	142,400.00
Loan refund to PTC	19,720.00	10,000.00
Loan refund to SGF	-	-
Donation	14,000.00	-
Motor Fuel & Maintenance	-	6,066.00
Office Maintenance Cost	54,165.00	32,831.00
Office Rent	74,600.00	196,282.00
Day observation	3,718.00	-
Other expenses	10,080.00	1,134.00
Printing, Photocopy & Stationery	56,396.00	123,836.00
Program cost	351,011.00	2,528,648.00
Salary /Honorarium & Bonus	2,995,739.50	3,584,718.00
Telephone & Postage	32,495.00	4,571.00
Training Expenditure	983,602.00	639,966.00
Travel & Conveyance	102,685.00	159,472.00
Utilities Expenses	-	83,445.00
D. CLOSING BALANCE	34,729.34	51,454.00
Cash in Hand	3,842.00	455.00
Cash at Bank	30,887.34	50,999.00
Total (C+D)	Tk. 8,056,319.84	10,763,395.00

As per our annexed report of even date


A B SAHA & CO
 Chartered Accountants

Note: Since VGD Project has been closed, the remaining balance of Tk. 23.78 has been adjusted in the accounts.



PROCHESTA
KULaura, MOULVIBAZAR

NOTES TO THE ACCOUNTS
FOR THE PERIOD FROM 01ST JULY, 2017 TO 30TH JUNE, 2018

01. Background of Organization:

PROCHESTA is a non-political and non-profit making voluntary organization. It was established in June, 1996 at Prithimpasha, Kulaura, Moulvibazar. The organization owns a legal authority to operate its activities in the country through necessary registration under relevant government agencies like Department of social service, Directorate of Youth Development and NGO Affairs Bureau. The organization was established to achieve a mandate of establishment of a society of economically self-reliant, socially peaceful and empowered. The organization is implementing its development activities through rural people who are so stressed, landless and socially destitute.

02. OBJECTIVES:

The overall objectives of the organization are as under:

- a. To organize economically vulnerable rural people around village based groups towards activating self-reliance through implementing sustainable development.
- b. To provide non formal adult and child education.
- c. To aware people on sanitation and ensuring safe drinking water and hygienic latrines.
- d. To provide agricultural support in rural areas.
- e. To provide technical and credit support to the farmers.
- f. To assist the poor people in building up their village and union based generation institute.

03. ACCOUNTING SYSTEM AND POLICIES:

The Financial Statements have been prepared in accordance with Bangladesh Accounting Standard (BAS) on cash basis under historical cost convention. Provisions and accruals are not taken into the accounts except otherwise noted in this report. Fixed assets are stated at cost less accumulated depreciation.



4. **FIXED ASSETS: Tk. 4,590,988.22**

The above balance has been arrived at as under:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	8,945,495.60	8,924,095.60
Adjustments	-	-
Addition during the Year	240,782.00	21,400.00
	<u>9,186,277.60</u>	<u>8,945,495.60</u>
Less: Accumulated Depreciation	4,595,289.38	4,288,730.38
Balance as on 30.06.2018	Tk. <u><u>4,590,988.22</u></u>	<u><u>4,656,765.22</u></u>

Details have been shown in "Annexure-"A"

5. **LOAN TO BENEFICIARY/STAFF: Tk. 689,106.00**

This is made up as follows:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	705,106.00	690,106.00
Add: Disbursed during the Year:	-	-
Beneficiaries	-	15,000.00
Staff	-	-
	<u>705,106.00</u>	<u>705,106.00</u>
Less: Realized during the Year:	-	-
Beneficiaries	7,000.00	-
Staff	-	-
Balance as on 30.06.2018	Tk. <u><u>698,106.00</u></u>	<u><u>705,106.00</u></u>

6. **ADVANCE ACCOUNT: Tk. (2,510.00)**

Break up of the above amount is given below:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	(2,510.00)	-
Addition during the Year	-	4,320.00
	<u>(2,510.00)</u>	<u>4,320.00</u>
Less: Recovery during the Year	-	6,830.00
Adjustments	-	-
Balance as on 30.06.2018	Tk. <u><u>(2,510.00)</u></u>	<u><u>(2,510.00)</u></u>



7. CASH AT BANK: Tk. 30,887.34

Break up of the above amount is given below:

<u>Sl No</u>	<u>Project Name</u>	<u>Amount</u> <u>2017-2018</u>	<u>Amount</u> <u>2016-2017</u>
1	Mother A/C	14,011.81	14,579.00
2	General Fund	2,804.27	9,287.00
3	PTC	338.61	487.00
4	PHRPBD	5,785.59	21,760.00
5	Pro CLC	355.68	910.00
6	Plan IE	732.88	3,883.00
7	IGA-Prochesta	6,858.50	70.00
8	VGD		23.00
Balance as on 30.06.2018		30,887.34	50,999.00

8. LOAN TO PROJECT: Tk. 811,436.00

Break up of the above amount is given below:

<u>Particulars</u>	<u>Amount</u> <u>2017-2018</u>	<u>Amount</u> <u>2016-2017</u>
Balance as on 01.07.2017	811,436.00	811,436.00
Add: Paid during the Year	25,000.00	-
	836,436.00	811,436.00
Less: Realised during the Year	25,000.00	-
Balance as on 30.06.2018	811,436.00	811,436.00

9. LOAN PAID TO GF: Tk. 14,500.00

Break up of the above amount is given below:

<u>Particulars</u>	<u>Amount</u> <u>2017-2018</u>	<u>Amount</u> <u>2016-2017</u>
Balance as on 01.07.2017	14,500.00	53,000.00
Addition during the Year	-	82,000.00
	14,500.00	135,000.00
Less: Adjustment during the Year	-	120,500.00
Balance as on 30.06.2018	14,500.00	14,500.00



10. LOAN FROM ED: Tk. 2,000,342.00

Break up of the above amount is given below:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	1,633,817.00	1,264,317.00
Add: Received during the Year	654,025.00	433,000.00
	<u>2,287,842.00</u>	<u>1,697,317.00</u>
Less: Refund during the Year	287,500.00	63,500.00
Balance as on 30.06.2018	<u>Tk. 2,000,342.00</u>	<u>1,633,817.00</u>

11. LOAN FROM H/O: Tk. 1,826,575.00

Break up of the above amount is given below:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	1,826,575.00	1,946,399.00
Add: Received during the Year	-	22,576.00
	<u>1,826,575.00</u>	<u>1,968,975.00</u>
Less: Refund during the Year	-	142,400.00
Balance as on 30.06.2018	<u>Tk. 1,826,575.00</u>	<u>1,826,575.00</u>

12. LOAN FROM VGD: Tk. 00

Break up of the above amount is given below:

<u>Particulars</u>	Amount	Amount
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	89,000.00	-
Add: Received during the Year	8,500.00	104,900.00
	<u>97,500.00</u>	<u>104,900.00</u>
Less: Adjustment during the Year	97,500.00	15,900.00
Balance as on 30.06.2018	<u>Tk. -</u>	<u>89,000.00</u>



13 LOAN FROM PTC: Tk. 40,860.00

Break up of the above amount is given below:

<u>Particulars</u>	<u>Amount</u>	
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	34,500.00	12,500.00
Add: Received during the Year	26,080.00	32,000.00
	<u>60,580.00</u>	<u>44,500.00</u>
Less: Refund during the Year	19,720.00	10,000.00
Balance as on 30.06.2018	Tk. <u>40,860.00</u>	<u>34,500.00</u>

14. FUND ACCOUNT: Tk. 2,271,112.56

Break up of the above amount is given below:

<u>Particulars</u>	<u>Amount</u>	
	<u>2017-2018</u>	<u>2016-2017</u>
Balance as on 01.07.2017	2,650,859.22	4,169,506.67
Add: Adjustments of Fixed Assets	-	-
Add: Advance	-	-
Add: Adjustments for VGD	97,500.00	-
Add: Excess of expenditure over income	2,233,723.12	1,592,353.63
	<u>4,982,082.34</u>	<u>5,761,860.30</u>
Less: Fund refund/Transfer	2,710,946.00	2,713,853.00
Less: Adjustment of Closing projects balances	23.78	397,148.08
Less: Adjustments of Depreciation	-	-
Balance as on 30.06.2018	Tk. <u>2,271,112.56</u>	<u>2,650,859.22</u>

15. FUND RECEIVED FORM DONOR: Tk. 6,946,618.00

Break up of the above amount is given below:

<u>SI No Project Name</u>	<u>Amount</u>
	<u>2017-2018</u>
1 General Fund	2,934,311.00
2 PHRPBD	961,273.00
3 Pro CLC	340,088.00
4 Plan IE	2,710,946.00
	<u>Tk. <u>6,946,618.00</u></u>



PROCHESTA
PRITHIMPASHA, KULAURA
MOULVI BAZAR

PROJECT WISE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE , 2018

Particulars	Plan IE	Pro CLC	G.F	IGA-Prochesta	Mother A/c	PHRPBD	P.T.C	Total
Opening Balance:								
Cash in Hand:	-			364.00		91.00	-	455.00
Cash at Bank:	3,883.73	909.83	9,287.36	69.50	14,578.38	21,759.52	486.90	50,975.22
Fund :								
Fund Received From Donor:	2,710,946.00	340,088.00	2,934,311.00	-	-	961,273.00	-	6,946,618.00
Loan received from Prochesta G.F				-				-
Office Rent			60,065.00	-				60,065.00
Bank Interest	9,331.15	542.85	1,209.91	79.00	583.43	4,213.57	42.71	16,002.62
Project Overhead Received				-				-
Donation Received			14,000.00	-				14,000.00
Advance :				-				-
Loan refund by Staff-				-				-
Loan account-				-				-
Loan received from ED		22,500.00	596,485.00	4,000.00			31,040.00	654,025.00
Loan received from PTC				-				-
Loan received from GF				-		25,000.00		25,000.00
Loan received from PCCH				-			6,360.00	6,360.00
Loan Refund from-								
Loan refund from PHRPBD			25,000.00	-				25,000.00
Loan refund from GF			8,500.00	-			26,080.00	34,580.00
Staff Loan								
Monaym Khan			7,000.00	-				7,000.00
Prochesta GF				-				-
Sale of Tree plant				198,214.00				198,214.00
Sale of Sweeing Machin				-				-
Sale of Dress				-				-
Sale off Bosta				-				-
Accommodation				-			1,000.00	1,000.00
Projector Rent				-			925.00	925.00
Food				-			14,250.00	14,250.00
Venue				-			1,850.00	1,850.00
Total	2,724,160.88	364,040.68	3,655,858.27	202,726.50	15,161.81	1,012,337.09	82,034.61	8,056,319.84



Particulars									Total
Project Expenses									
Plan IE-1									
ED Salary		158,109.00							2,723,428.00
TPC Salary		568,698.00							158,109.00
Acct Salary		182,805.00							568,698.00
O S Salary		31,382.00							182,805.00
Field S. Salary		97,786.00							31,382.00
Field Co. Salary		141,934.00							97,786.00
Mobile Bill TPC		6,000.00							141,934.00
Internet Bill TPC		5,124.00							6,000.00
Domestic Travel		14,167.00							5,124.00
Local Travel		25,015.00							14,167.00
Office rent		48,000.00							25,015.00
Stationery		15,235.00							48,000.00
Electricity Bill		6,000.00							15,235.00
Telephone		3,600.00							6,000.00
Procurement AD for CWD		59,385.00							3,600.00
Basic training for all teachers (6days)		224,251.00							59,385.00
Follow up training on Basic Training		115,426.00							224,251.00
Special training for resource teachers (need basis)		74,628.00							115,426.00
Ongoing supervision and monitoring support (by HT, AUEO, URC)		27,090.00							74,628.00
Half yearly reflection session on monitoring and supervision (before each follow up training by HT, AUEO, URC, PTI)		9,467.00							27,090.00
Orientation of SMC/PTA/SLIPC/UP/Com leader and Community Resource Team (CRT) (1day and School Based)		25,800.00							9,467.00
Community Resource Team (CRT), Parents Group and Children Circle									25,800.00
Orientation to Student Council and Children Circle (School based- one day orientation)		27,779.00							
SBK Caregiver Honorarium		636,192.00							27,779.00
Training for Parent's group facilitator		83,109.00							636,192.00
Mass gathering (Rally, TFD, Video show)		10,200.00							83,109.00
Co Curricular Activities(Sports,Cultural events Day Observation)		50,160.00							10,200.00
Material Development Workshop		31,724.00							50,160.00
QuarterlyRefreshers training		44,362.00							31,724.00
Prochesta-CLC									44,362.00
Honorarium Supervisor & Facilitator									363,685.00
									30,000.00



Stationery and Photocopy, computer compose, Register Khata, Paper, Chalk, Courier/postage/e-mail etc.	8,085.00	-	-	-	8,085.00	8,085.00
CLC Committee Meeting	800.00	-	-	-	800.00	800.00
CLC Building	240,782.00	-	-	-	240,782.00	240,782.00
Loan Refund ED	63,500.00	-	-	-	63,500.00	63,500.00
Rent & Utility	4,600.00	-	-	-	4,600.00	4,600.00
Contribution	14,000.00	-	-	-	14,000.00	14,000.00
Bank Charge	1,918.00	-	-	-	1,918.00	1,918.00
Prochesta-G F-2						
Advance paid to Staff :						
Mukta Deb						
Loan Paid to Staff -						
Loan Paid to -						
PHRPBD			25,000.00			25,000.00
IGA Prochesta			224,000.00			224,000.00
Loan refund to ED			19,720.00			19,720.00
Loan refund to PTC -						
Fund Transfer -						
Plan IE			2,710,946.00			2,710,946.00
Bank Charge			1,937.00			1,937.00
Day observation			3,718.00			3,718.00
Entertainment			3,169.00			3,169.00
Electricity Bill			10,448.00			10,448.00
Monthly Staff Meeting			280.00			280.00
Maintenance Cost			4,755.00			4,755.00
Office Rent			10,000.00			10,000.00
Printing, Photocopy & Stationaries			4,148.00			4,148.00
Staff Salary & Benefit:			262,004.00			262,004.00
Subscription			2,500.00			2,500.00
Travel & Conveyance			16,047.00			16,047.00
Telephone & Postage			3,371.00			3,371.00
Project expenses BLP			122,115.00			122,115.00
Project Expenses (CAMPE)			228,896.00			228,896.00
IGA Prochesta-3						
Donation						
Printing photocopy & Stationery				143,450.00		143,450.00
Part time labour Cost				31,250.00		31,250.00
Maintenance Cost						
Travel & Conveyance						
Purchases of Polybaga						
Entertainment						
Purchase of Pona fish						
Purchase of Soil				1,800.00		1,800.00



Purchase of Cowdung						4,300.00		4,300.00
Lon refund to GF						-		-
Purchase of Tree Seed						10,250.00		10,250.00
Purchase of Tree Plant						1,760.00		1,760.00
Bank Charge						1,150.00		1,150.00
Mother A/C-4						1,150.00		1,005,773.50
Bank Charge						9,329.00		9,329.00
PHRPBD-5						805.00		805.00
Regular meeting of SHGs								
Regular meeting of Apex body								
Implementation of SHG action plan and Support to build new SHGs in working areas						5,250.00		5,250.00
Implementation of Apex body strategic plan						865.00		865.00
Need base activity planned by Apexbody						3,200.00		3,200.00
Day observed (Disability, Ear care, Mental health, Women's, Autism, Poverty Eradication, DRR, Human rights, Yearly education week, Children, etc)						8,846.00		8,846.00
Advocacy and sensitization activity (Inclusion of person with disabilities, sensitize people on inclusion of PSD)						8,127.00		8,127.00
Present & Future Activities For Sharing With Board, Management and senior Staff on DM and Internal workshop....						8,020.00		8,020.00
Medicin Support for Psychosocial disability						4,696.00		4,696.00
Meeting With Caregivers of Psychosocial disability						6,149.00		6,149.00
Referral services & follow up (PSD, Ensure referral services, AD follow up, etc)						2,170.00		2,170.00
Multi-Stakholder meeting at Upazilla and District on protection rights of Children and women.....						6,529.00		6,529.00
Inclusive education environment (class room adaptation, signage, accessibility, education materials, etc) for schools						75,000.00		75,000.00
Meeting/orientation workshop with SMCs & Teachers, gurdians, student council & sub district education office.						20,256.00		20,256.00
Regular meeting of Apex body						2,930.00		2,930.00
Implementation of SHG action plan and Support to build new SHGs in working areas						6,063.00		6,063.00
Implementation of Apex body strategic plan						2,400.00		2,400.00



Day observed (Disability, Ear care, Mental health, Women's, Autism, Poverty Eradication, DRR, Human rights, Yearly education week, Children, etc)									8,261.00		8,261.00
Advocacy and sensitization activity (Inclusion of person with disabilities, sensitize people on inclusion of PSD)									8,000.00		8,000.00
Medicin Support for Pyschosocial disability Meeting/orientation workshop with SMCs & Teachers, guardians, student council & sub district education office.									5,003.00		5,003.00
Project Contact / Management (Partial)									4,892.00		4,892.00
Accountant (Partial)									132,132.00		132,132.00
Community Mobiliser									99,099.00		99,099.00
Community Disability Resource Person									189,936.50		189,936.50
Supplies / stationaries / photocopy /Printer ink/ maintenance including Computer									252,252.00		252,252.00
Communications including Internet & Mobile									28,428.00		28,428.00
Transport/ Conveyance for local field									14,400.00		14,400.00
Office space									47,456.00		47,456.00
Utility									12,000.00		12,000.00
Newspaper									2,400.00		2,400.00
Meeting cost for CDD & its partners									1,810.00		1,810.00
Bank Charge									2,350.00		2,350.00
Loan Refund GF									1,719.00		1,719.00
Prochesta Training Center-6									25,000.00		25,000.00
Bazar Exp (Fish, Met, Vegetable)									10,080.00	10,080.00	10,080.00
Staff Salary -									69,960.00	69,960.00	69,960.00
Printing & Stationary									500.00	500.00	500.00
Bank Charge									1,150.00	1,150.00	1,150.00
Sub Total	2,723,428.00	363,685.00	3,653,054.00	192,810.00	1,150.00	1,005,773.50	81,690.00				8,021,590.50
Closing Balance:											
Cash in Hand				3,058.00					778.00	6.00	3,842.00
Cash at Bank	732.88	355.68	2,804.27	6,858.50	14,011.81	5,785.59	338.61				30,887.34
Total	2,724,160.88	364,040.68	3,655,858.27	202,726.50	15,161.81	1,012,337.09	82,034.61				8,056,319.84

PROCHESTA
PRITHIMPASHA, KULAURA
MAULVIBAZER

Annexure-"A"

SEHEDULE OF FIXED ASSETS
AS AT 30TH JUNE, 2018

SI No	Name of Assets	Cost		Rate of Dep %	Balance as on 30.06.2018	Depreciation		Written down value as on 30.06.2018
		Balance as on 01.07.2017	Addition during the year			Balance as on 01.07.2017	Addition during the year	
	Head Office							
1	Land	550,000.00	240,782.00	0	790,782.00	-	-	790,782.00
2	Building	3,011,785.00	-	5	3,011,785.00	780,783.34	111,550.08	2,119,451.58
3	Table	69,838.20	-	10	69,838.20	35,623.64	3,421.46	30,793.11
4	Chair	83,687.00	-	10	83,687.00	30,018.83	5,366.82	48,301.35
5	Almirah	90,422.50	-	10	90,422.50	22,060.53	6,836.20	61,525.78
6	Rack	21,983.10	-	10	21,983.10	18,561.58	342.15	3,079.37
7	Computer with Printer	393,688.75	-	20	393,688.75	331,078.95	12,521.96	50,087.84
8	Fan	28,177.60	-	20	28,177.60	25,006.02	634.32	2,537.27
9	Crocareries	6,625.60	-	20	6,625.60	6,625.60	-	-
10	Bi-cycle	45,555.70	-	15	45,555.70	37,764.06	1,168.75	6,622.90
11	Motor Cycle	1,276,788.75	-	20	1,276,788.75	1,207,734.95	13,810.76	55,243.04
12	Black Board	6,344.00	-	20	6,344.00	6,344.00	-	-
13	white Board	11,885.60	-	20	11,885.60	9,787.30	419.66	1,678.64
14	File Cabinet	21,944.80	-	10	21,944.80	14,919.83	702.50	6,322.47
15	Type writer	21,880.70	-	15	21,880.70	21,880.70	-	-
16	Furniture	217,114.30	-	10	217,114.30	176,776.71	4,033.76	36,303.83
17	Bench	6,300.00	-	10	6,300.00	5,862.24	43.78	393.98
18	Secretariate Table	5,400.00	-	10	5,400.00	5,024.78	37.52	337.70
19	Steel Chair	5,400.00	-	10	5,400.00	5,024.78	37.52	337.70
20	Tubewell	17,340.00	-	20	17,340.00	13,714.40	725.12	2,900.48



21 Tally Software (ERP 9)	46,800.00	10	16,894.80	2,990.52	19,885.32	26,914.68
22 Camera	8,000.00	10	1,520.00	648.00	2,168.00	5,832.00
22 Disply Board	7,000.00	10	1,330.00	567.00	1,897.00	5,103.00
ECDSP-B						
22 Motor Cycle	230,338.00	20	230,337.19	0.16	230,337.35	0.65
23 Computer with Printer	103,767.00	20	103,766.20	0.16	103,766.36	0.64
24 Furniture	132,986.00	10	86,583.08	4,640.29	91,223.37	41,762.63
Prochesta Training Center (PTC)						
25 Building	687,700.00	5	225,277.04	23,121.15	248,398.19	439,301.81
26 Furniture	524,705.00	10	243,900.16	28,080.48	271,980.64	252,724.36
27 Freeze	40,870.00	15	24,746.54	2,418.52	27,165.06	13,704.94
28 Projector	54,500.00	15	32,999.41	3,225.09	36,224.50	18,275.50
29 Electric Equipment	105,880.00	15	53,041.20	7,925.82	60,967.02	44,912.98
VGD-MB						
30 Furniture	45,500.00	10	17,620.79	2,787.92	20,408.71	25,091.29
31 Motor Cycle	101,210.00	20	82,166.32	3,808.74	85,975.06	15,234.94
CWRA						
32 Fan	3,900.00	20	2,926.56	194.69	3,121.25	778.75
Furniture	22,500.00	10	9,762.75	1,273.73	11,036.48	11,463.53
ALP-MB						
34 Computer	54,750.00	20	35,478.00	3,854.40	39,332.40	15,417.60
35 Furniture & Fixture	51,650.00	10	18,645.65	3,300.44	21,946.09	29,703.92



HLDP									
36	Furniture & Fixture	135,450.00	10	48,897.45	8,655.26	57,552.71	77,897.30		
37	Motor-Cycle	217,500.00	20	140,940.00	15,312.00	156,252.00	61,248.00		
38	Office Equipment	139,162.00	10	50,237.48	8,892.45	59,129.93	80,032.07		
Plan IE									
39	Office Equipment	260,538.00	10	94,054.22	16,648.38	110,702.60	149,835.40		
Pro CLC									
	Furniture & Fixture	78,628.00	10	13,013.32	6,561.47	19,574.79			
		-							
		8,945,495.60	240,782.00	9,186,277.60	4,288,730.38	306,559.00	4,595,289.38	4,590,988.22	

