

Voice & Views
Project : Promoting Inclusion of Burn related Women with
disabilities in WASH and Climate Justice Programs
Baghata, Narsindi Sadar, Narsindi

Auditor's Report & Financial Statements
For the year ended 15 January, 2024

SHIRAZ KHAN BASAK & CO.
CHARTERED ACCOUNTANTS
R.K Tower

86, Bir Uttam C.R Datta Road (312 Sonargaon Road), Level-10, Hatirpool, Dhaka-1205.



SHIRAZ KHAN BASAK & CO.
CHARTERED ACCOUNTANTS
(An associate firm of D. N. Gupta & Associates)

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Independent Auditors' Report
To
Voice & Views

Project: Promoting Inclusion of Burn related Women with disabilities in WASH and Climate Justice Programs

Report on the Audit of the Financial Statements Opinion

We have audited the financial statements of “**Voice & Views (Project: Promoting Inclusion of Burn related Women with disabilities in WASH and Climate Justice Programs)**” which comprise the Statement of Financial Position as at January 15, 2024 and the Statement of Comprehensive Income and Expenditure, Statement of Receipts & Payments for the year then ended, and General information, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of “**Voice & Views (Project: Promoting Inclusion of Burn related Women with disabilities in WASH and Climate Justice Programs)**” as at January 15, 2024, and of its financial performance and its cash flows for the year then ended in accordance with 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 Organization in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) together with ethical requirement 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 financial statements that give a true and fair view in accordance with 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 Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.





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As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.

Place: Dhaka

Date: 06 03 2024




Chaity Basak, FCA (Enrol. 1772)

Partner

Shiraz Khan Basak & Co.

Chartered Accountants

DVC: 2403071772A0919148

Voice & Views

Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs

Statement of Financial Position

AS On 15 January 2024

Particulars	NOTES	Amount (Tk) 15.01.2024
PROPERTY AND ASSETS:		
Cash and cash equivalents	4.00	139,115
Total		139,115
FUND AND LIABILITIES:		
Fund Account	5.00	121,865
Other Liabilities	6.00	17,250
Total		139,115

Signed in terms of our separate report of even date annexed.

Jannatul Ferdous
Executive Director,

Place: Dhaka

Dated: 06 03 2024



Chaity Basak
Chaity Basak, FCA (Enr # 1772)
Partner
Shiraz Khan Basak & Co.
Chartered Accountants
DVC : 2403071772A09191

Voice & Views

Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs

Statement of Comprehensive Income and Expenditure
For the period from January 15, 2023 to January 15, 2024

Particulars	Notes	Amount (Tk) 15.01.2024
Income :		
Women's Fund Asia(WFA)		1,986,996
Foreign Exchange Gain		-
Total		<u>1,986,996</u>
Expenditure :		
Personnel Expenses		468,000
Program Cost		1,069,869
Office Rent		233,705
Stationery, internet bill, etc		73,307
Audit Fee		17,250
Bank Charge		3,000
Total Expenditure		<u>1,865,131</u>
Excess of Income over Expenditure		121,865
Total		<u>1,986,996</u>

Signed in terms of our separate report of even date annexed.

Inmatul Ferdous
Executive Director



Chaity Basak

Chaity Basak, FCA (Enrl # 1772)
Partner
Shiraz Khan Basak & Co.
Chartered Accountants
DVC : 2403071772A0919148

Place: Dhaka
Dated: 06 03 2024

Voice & Views

Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs

Statement of Receipts & Payments

For the period from January 15, 2023 to January 15, 2024

Particulars	Notes	Amount (Tk) 15.01.2024
Opening Balance:		
Cash in Hand		-
Cash at Bank		-
Receipts:		
Women's Fund Asia(WFA)	7.00	1,986,996
Bank Interest		-
Loan Account		300,000
Total		2,286,996
Payments:		
Personnel Expenses		468,000
Program Cost		1,069,869
Office Rent		233,705
Stationery, Internet & phone bill and others communication		73,307
Loan Account		300,000
Bank Charge		3,000
Total Payment		2,147,881
Closing Balance:		139,115
Cash in Hand		120,119
Cash at Bank	4.00	18,996
Total		2,286,996

Signed in terms of our separate report of even date annexed.

Jannatul Ferdous

Executive Director



Chaity Basak

Chaity Basak, FCA (Enrl # 1772)
Partner

Shiraz Khan Basak & Co.
Chartered Accountants

DVC : 2403071772A0919

Place: Dhaka

Dated: 06 03 2024

Voice & Views

Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs
Notes to the Financial Statement
For the period from January 15, 2023 to January 15, 2024

1. LEGAL STATUS & ACCOUNTING POLICY

1.1 SCOPE OF AUDIT:

We have carried out our examinations in accordance with generally accepted auditing standards and accordingly it included test of such accounting records and such other auditing procedures as were considered necessary and found feasible under the circumstances. The audit was conducted at the Head Office of the Organization Vill. & Post – Baghata, Upzila – Narsindi Sadar, District- Narsindi, Bangladesh Where necessary books of Accounts, Vouchers etc. were produced by the management of the organization.

1.2 LEGAL STATUS OF THE ORGANIZATION:

Voice and Views started its activities since January 2014 as a non profit, non government & voluntary social welfare organization. It is registered with Social Welfare Registration No.N-0538 dated 03.02.2015 and also registered with NGO Affairs Bureau of Bangladesh vide Registration No. 3046, dated 25.10.2016 under the Foreign Donation (Voluntary Activities) Ordinance.

1.3 VISION:

A society where the women with disabilities will enjoy equal rights and dignity with non-disabled and disabled men and women.

1.4 MISSION:

To build up a resource based organization and raise voices of women with disability to establish their potentialities among the society.

2. OBJECTIVE OF THE ORGANIZATION:

1. To empower the women with disabilities through capacity development and increase awareness on rights issues of women with disabilities on rights based approach.
2. To raise awareness on "Rights Issues of Burn Survivor Women with Disability" for establishing social justice in the society of women with burn related disabilities.
3. To increase awareness for inclusive climate adaptation and environmental justice for women with disabilities.
4. To increase awareness for environmental friendly plantation for promoting green for mitigating global warming.

2.1 OBJECTIVE OF THE PROJECT:

- a) To collect data on and respond of cases of violence against women and girls with disabilities during the COVID-19 pandemic in Bangladesh
To Support physical and mental health as well as economic survivability of marginalized communities, especially women with disabilities; and .
- b) women with disabilities; and .
- c) To strengthen the capacity of women and girls with disabilities to organize in response to times of crisis.



2.2 MANAGEMENT OF THE ORGANIZATION:

The Affairs of the Organization have been entrusted to an Governing Body consisting of 7(Seven) members elected in the Annual General Meeting (AGM) .The following persons were in the committee during the period of our audit.

SL No.	Name	Designation
1	Nazrana Yeasmin	Chairperson
2	Tamjida Jannati	Vice- Chairperson
3	Janntul Ferdous	General Secretary
4	Julie Rozario	Vice General Secretary
5	Rafiqul Islam	Treasurer
6	Billal Hossain	Law Secretary
7	Fayequa Shams	Women's & Child Secretary

SIGNIFICANT ACCOUNTING POLICIES:

The financial statements have been prepared under historical cost convention and on cash basis.
Grant recognized as income when it is received.

3.1 ACCOUNTING RECORDS:

The organization maintains a double column cash book, ledger book, salary register, Chaque register Resolution Book and separate books of accounts were maintains by the organization for each Program.

3.2 REPORTING:

This report covers ten month from January 15 , 2023 to January 15, 2024.

3.3 FINANCIAL STATEMENT:

The following financial statement are prepared and presented for management information purpose:

Statement of Financial Position as at January 15, 2024.

Statement of Comprehensive Income and Expenditure for the period from January15, 2023 to 15 January, 2024

Statement of Receipts and Payments for the period from January 15, 2023 to January 15, 2024

Annexure- A.



Particulars		Amount (Tk) 15.01.2024
04.00	Cash at Bank Balance:	
	Break up of above is as under:	
	Cash in hand	120,119
	Cash at Bank	18,996
	BRAC Bank Ltd. (A/C No.1512205037995001)	<u>139,115</u>
05.00	Fund Account:	
	Break up of above is as under:	
	Balance as on	121,865
	Add/Less: Surplus/(Deficit) during the year	<u>121,865</u>
06.00	Other Liabilities	
	Break up of above as under :	
	Audit fee payable	<u>17,250</u>
07.00	Grant Received Tk. 1,986,995.52.	
	Break up of above is as under:	

The above amount of Tk. 1,986,995.52 has been received by Voice & Views for Project of "Promoting Inclusion of Brun related Women with disabilities In Wash and Clemite Justice Programs". Funded by- Women's Fund Asia (WFA) through Current Account No.1512205037995001, BRAC Bank Limited, Rampura Branch , Dhaka. dated:08.05.2023 and foreign exchange gain TK.1,18,755.52

Date	Name of Donor	US Dollar	Rate	Rate
08.05.2023	Women's Found Asia(WFA)	16,984	116.99	1,986,996
	Total	16,984	116.99	1,986,996



with disabilities in WASH and Climate Justice programs" implemented by Voice & Views (registration no. 3046 dated 25.12.2016 by the NGO Affairs Bureau) for the period from January 15, 2022 to 15 January 15, 2023 and examined all relevant books and vouchers and certified that according to the audited financial statements:

The brought forward Foreign Donation at the beginning of the period 15.01.2023 was Tk. Nil

The Foreign Donations amounting to **Tk. 19,86,995.52** was received by the organization during the period from 15.01.2023 to 15.01.2024.

The balance of unutilized Foreign Donations by the organization was **Tk. 1,39,115** (see notes on 3-4).

Foreign Donations amounting to **Tk. 18,47,881** have been utilized for the following purpose:

Name of the project: Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs

Head of Expenditure	Amount as per approval budget (Taka)	Amount actually spent (Taka)	Difference (Taka)	Reason of Variance
per approved budget (Annexure-A/1)	18,68,270	18,47,881	20,389	Shown in Annexure-A/1

Certified that the organization has maintained the accounts of Foreign Donations and records relating there to in the manner specified as in section 5 of the Foreign Donations (Voluntary & Activities) Regulations Ordinance, 1978, read with rule 6 and 7 to the said ordinance.

The information furnished above is correct and checked by us.



Chaity Basak
Chaity Basak, FCA (Enrl # 1772)
Partner
Shiraz Khan Basak & Co.
Chartered Accountants
DVC : 2403071772A09191

ice: Dhaka

ed: 06 03 2024

An associate firm of D.N. Gupta & As

Notes to FD - 4

Break-up of Unutilized Donor Fund:

Particulars	Amount	Amount
Opening Balance as on 15 January 2023		
Add: Fund received during the period		1,986,996
Total Fund Available		1,986,996
Payment made during the year as per Receipt & Payment Statement	1,847,881	
Less: Foreign Donation utilized during the year		1,847,881
Balance of Unutilized Fund		139,115



Annexure-A/1

1. Name of the Organization : **Voice & Views**
2. Name of the Project : "Promoting inclusion of burn related women with disabilities in WASH and Climate Justice programs"
3. Date of Govt. Approval with Memo : Ref: 03.07.2666.665.68.223.20-41, Date-10-01-2021
4. Fund Clearance Memo No. : Ref: 03.07.2666.665.68.223.20-41, Date-10-01-2021
5. Project Period : 1 Year (15 January 2023 to 15 January 2024)
6. Current audit period : 15 January 2023 to 15 January 2024
7. Approved budget for current audit : **Tk. 18,68,270**

SI #	Head of Expenditure	Approved Budget (15 Jan 23-15Jan 24)	Actual Expenditure (15Jan 23-15 Jan 24)	Budget Variance	% of Expenditure	Reason for Variance
1	Programme Cost					
1.1	Prepare the questionnaire for conducting a situation analysis study	88,000	88,749	(749)	1	Spent as per requirement
1.2	Conduct a situation analysis study	363,000	360,500	2,500	1	Spent as per requirement
1.3	Organize Self Help Group meeting in 3 districts 15 SHGs	198,000	188,440	9,560	1	Spent as per requirement
1.4	Organize network meetings with local Government and other local org	286,000	267,230	18,770	1	Spent as per requirement
1.5	Printing of Poster/leaflet etc	88,000	64,350	23,650	1	Spent as per requirement
1.6	Update organizational website for 12 months	99,000	100,600	(1,600)	1	Spent as per requirement
	Sub Total	1,122,000	1,069,869	40,820	1	
2	Staff Salaries					
2.1	Executive Director	260,000	286,000	(26,000)	1	
2.2	Program/Project Officer	182,001	182,000	1	1	
	Sub Total	442,001	468,000	(25,999)	1	



3	Administrative Expenses					
3.1	Office Rent	215,989	233,705	(17,716)	1	Spent as per requirement
3.2	Mobile phone bill+ internet+ Stationaries+ office cleaning +etc.	71,280	73,307	(2,027)	1	Spent as per requirement
3.3	Audit Cost	17,000		17,000	-	Spent as per requirement
3.4	Bank charge	-	3,000	(3,000)		
	Sub Total	304,269	310,012	(2,743)	1	
	Grand Total	1,868,270	1,847,881	12,078	1	
	Add: Last year provision payment					
			1,847,881			
	Less: Accounts Payable during the year					
			1,847,881			
	Foreign Donation utilized during the year	1,868,270	1,847,881	20,389		



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
এনজিও বিষয়ক ব্যুরো
প্রধানমন্ত্রীর কার্যালয়
প্লট-ই-১৩/বি, আগারগাঁও
শেরে বাংলা নগর, ঢাকা
www.ngoab.gov.bd

স্মারক নং-০৩.০৭.২৬৬৬.৬৬৫.৬৮.১০২.২৩-

তারিখঃ ১৮/০৪/২০২৩

বিষয় : ‘ভয়েজ এন্ড ভিউজ’ সংস্থার দাখিলকৃত “Promoting Inclusion of Burn related Women with disabilities in Wash and Climate Justice Programs” শীর্ষক (এফডি-৬) প্রকল্প অনুমোদনসহ ১ম বর্ষের অর্থ ছাড়।

সূত্র : সংস্থার ১৯/০২/২০২৩ তারিখের আবেদন।

উপর্যুক্ত বিষয় ও সূত্রস্বত্বে আবেদনের পরিপ্রেক্ষিতে ‘ভয়েজ এন্ড ভিউজ’ সংস্থা কর্তৃক দাখিলকৃত “১৫ জানুয়ারি/২০২৩ হতে ১৫ অক্টোবর/২০২৫” পর্যন্ত ০৩ (তিন) বর্ষী “Promoting Inclusion of Burn related Women with disabilities in Wash and Climate Justice Programs” শীর্ষক প্রকল্পটি ৫৩,৩৮,৩০০/- (তিল্লান লক্ষ আটত্রিশ হাজার তিনশত) টাকা প্রাক্কলিত ব্যয়ে নিম্নবর্ণিত শর্তে অনুমোদনসহ প্রকল্প কার্যক্রমের ১ম বর্ষের (১৫ জানু/২০২৩ হতে ১৪ জানু/২০২৪) কার্যক্রমের ব্যয় নির্বাহের জন্য বাজেট বরাদ্দ ১৮,৬৮,২৮০/- (আঠার লক্ষ আটষট্টি হাজার দুইশত আশি) টাকা দাতা সংস্থা Women’s Fund Asia (WFA) হতে গ্রহণ ও ব্যয়ের অনুমতি নির্দেশক্রমে প্রদান করা হলো :

শর্তঃ

- সংশ্লিষ্ট জেলা প্রশাসককে প্রকল্পের সাথে সম্পৃক্ত করতে হবে। এলক্ষ্যে এফডি-৬ এর অনুলিপি সংস্থা কর্তৃক সংশ্লিষ্ট জেলা প্রশাসক বরাবর দাখিল করে তার প্রমানক আগামী ১৫(পনের) দিনের মধ্যে এনজিও বিষয়ক ব্যুরোতে দাখিল করতে হবে।
- প্রকল্প বর্ষ শেষে প্রকল্প বাস্তবায়নের অগ্রগতি প্রতিবেদন (ফরম নং-৫ মোতাবেক) এনজিও বিষয়ক ব্যুরোতে এবং জেলা প্রশাসক, ঢাকা বরাবর দাখিল করতে হবে। এনজিও বিষয়ক ব্যুরোতে দাখিলকৃত প্রতিবেদনের সাথে জেলা প্রশাসকের কার্যালয়ের প্রাপ্তি স্বীকারমূলক প্রমাণ দাখিল করতে হবে।
- প্রকল্প কার্যক্রমের অডিট রিপোর্ট প্রকল্প বর্ষ সমাপ্তির ০২ মাসের মধ্যে এনজিও বিষয়ক ব্যুরো ও বাংলাদেশ ব্যাংকের পরিসংখ্যান বিভাগে দাখিল করতে হবে।
- প্রকল্প বাস্তবায়নে সকল প্রকার দ্বৈততা পরিহার করতে হবে। অন্য কোন সংস্থা/সরকার পরিচালিত অনুরূপ প্রকল্পে উপকারভোগী কোন ব্যক্তি/পরিবারকে এই প্রকল্পে উপকারভোগী নির্বাচন করা যাবে না।
- জাতীয় রাজস্ব বোর্ড এর ভাষ্য মোতাবেক আয়কর/ভ্যাট ইত্যাদি যথারীতি কর্তন করতে হবে।
- ভবিষ্যতে প্রকল্পের বিষয়ে মন্ত্রণালয় হতে কোন মতামত/মন্তব্য পাওয়া গেলে সে মোতাবেক কার্যক্রম গ্রহণ করতে হবে।

০২। উক্ত ছাড়কৃত অর্থ ‘ব্র্যাক ব্যাংক লিঃ, রামপুরা শাখা, ভবন নং-৩৫৯, খান টাওয়ার, ডিআইটি রোড, পূর্ব রামপুরা, ঢাকা এর হিসাব নম্বর ১৫১২২০৫০৩৭৯৯৫০০১-এর মাধ্যমে গ্রহণ করে বিধি মোতাবেক ব্যয়িত অর্থের হিসাব সংরক্ষণ করতে হবে।

নির্বাহী পরিচালক

ভয়েজ এন্ড ভিউজ

আব্দুল জব্বার ভিলা, ঢাকা-সিলেট মহাসড়ক,
গ্রাম-বাগহাটা-১৬০৩, পুলিশ স্টেশন-নরসিংদী সদর
জেলা-নরসিংদী।

২৫!
(সিরাজুল ইসলাম খান)
এসাইনমেন্ট অফিসার
(সিনিয়র সহকারী সচিব)
ফোনঃ ৫৫০০৭৩৯৫
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স্মারক নং-০৩.০৭.২৬৬৬.৬৬৫.৬৮.১০২.২৩-১২৩

তারিখঃ ১৮/০৪/২০২৩

সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি :

০১. সচিব, অর্থনৈতিক সম্পর্ক বিভাগ, শেরে বাংলা নগর, ঢাকা।
০২. জেলা প্রশাসক, নরসিংদী/কুষ্টিয়া/রংপুর (তাকে প্রকল্প বছর শেষে প্রকল্প কার্যক্রমের উপর প্রত্যয়নপত্র এনজিও বিষয়ক ব্যুরো এবং অনুলিপি সংশ্লিষ্ট সংস্থাকে প্রেরণ করার জন্য অনুরোধ করা হলো)
০৩. মহাব্যবস্থাপক, বৈদেশিক মুদ্রানীতি বিভাগ, বাংলাদেশ ব্যাংক, ঢাকা।
০৪. উপ-পরিচালক (প ও নি), এনজিও বিষয়ক ব্যুরো।
০৫. প্রোগ্রামার, এনজিও বিষয়ক ব্যুরো (তাকে প্রকল্পের তথ্য ওয়েব সাইটে প্রকাশ করার জন্য অনুরোধ করা হলো)।
০৬. ম্যানেজার, ব্র্যাক ব্যাংক লিঃ, রামপুরা শাখা, ভবন নং-৩৫৯, খান টাওয়ার, ডিআইটি রোড, পূর্ব রামপুরা, ঢাকা [তাকে ছাড়কৃত ১৮,৬৮,২৮০/- (আঠার লক্ষ আটষট্টি হাজার দুইশত আশি) টাকা প্রদান করার জন্য অনুরোধ করা হলো]।
০৭. মহাপরিচালক মহোদয়ের ব্যক্তিগত সহকারী, এনজিও বিষয়ক ব্যুরো (মহাপরিচালক মহোদয়ের সদয় অবগতির জন্য)।
০৮. পরিচালক (প্রকল্প-১) মহোদয়ের ব্যক্তিগত সহকারী, এনজিও বিষয়ক ব্যুরো (পরিচালক মহোদয়ের সদয় অবগতির জন্য)।
০৯. অফিস কপি।

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