



A. F. FERGUSON & CO.

AUDITORS' REPORT TO THE MEMBERS

We have audited the annexed balance sheet of Akhuwat (the Organization) as at June 30, 2011, the related statement of income and expense, statement of changes in funds and statement of cash flow together with the notes forming part thereof (hereinafter referred to as the "financial statements") for the year then ended.

It is the responsibility of the Organizations management to establish and maintain a system of internal control, and prepare and present the financial statements in conformity with the approved accounting standards as applicable in Pakistan. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform our audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting policies used and significant estimates made by the management, as well as evaluating the overall presentation of the financial statements. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements present fairly in all material respects the financial position of the Organization as at June 30, 2011 and of the deficit, comprehensive loss, changes in accumulated funds and its cash flows for the year then ended in accordance with the approved accounting standards as applicable in Pakistan.

Chartered Accountants

Engagement Partner: Amer Raza Mir

Lahore, May 25, 2012

A. F. FERGUSON & CO., Chartered Accountants, a member firm of the PwC network
23-C, Aziz Avenue, Canal Bank, Gulberg V, P.O.Box 39, Lahore-54660; Pakistan.
Tel: +92 (42) 3571 5864-71; Fax: +92 (42) 3571 5872

Karachi: State Life Building No. 1-C, Lt. Chundrigar Road, P.O. Box 4716, Karachi-74000, Pakistan.
Tel: +92 (21) 3242 6682-6/3242 6711-5; Fax: +92 (21) 3242 5007/3242 7938; <www.pwc.com/pk>
Islamabad: PIA Building, 3rd Floor, 49 Blue Area, Fatah-ul-Haq Road, P.O.Box 3021, Islamabad-44000; Tel: +92 (51) 2273 457-60; Fax: +92 (51) 227 7924
Kabul: House No. 1916, Street No. 1, Behind Cinema Baniqot, Nahar-e-Darsan, Korte-4, Kabul, Afghanistan; Tel: +93 (779) 315 320

AKHUWAT

BALANCE SHEET AS AT JUNE 30, 2011

	Note	2011 Rupees	2010 Rupees
Assets			
Current assets			
Advances and other receivables	5	5,595,544	2,267,272
Micro loans portfolio	6	221,877,582	143,889,864
Investments in term deposit receipt	12.1	1,000,000	-
Cash and bank	7	31,490,462	29,725,141
		259,963,588	175,882,277
Non-current assets			
Property, plant and equipment	8	19,948,177	17,715,830
Intangibles	9	364,320	259,920
Long term advances and security deposits	10	2,945,413	3,564,317
Long term portion of micro loans portfolio	11	19,957,843	4,676,352
Investments in term deposit receipt	12	20,000,000	21,000,000
		63,215,753	47,216,419
		323,179,341	223,098,696
Liabilities			
Current liabilities			
Creditors, accrued and other liabilities	13	2,409,672	939,420
Provident fund payable		3,315,512	2,000,465
		5,725,184	2,939,885
Non-current liabilities			
Loan for credit pool		450,000	974,000
		6,175,184	3,913,885
		<u>317,004,157</u>	<u>219,184,811</u>
REPRESENTED BY			
Donated funds		361,116,965	233,443,722
General fund		(45,121,103)	(16,237,865)
Takaful fund		(588,148)	912,553
Rehabilitation fund		1,596,443	1,066,401
		317,004,157	219,184,811
Contingencies and commitments	14		
		<u>317,004,157</u>	<u>219,184,811</u>

The annexed notes 1 to 21 form an integral part of these financial statements.




Executive Director


Secretary

AKHUWAT

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED JUNE 30, 2011

	Note	2011			2010		
		Microfinance Operations	Akhuwat Health Services	Total	Microfinance Operations	Akhuwat Health Services	Total
		Rupees	Rupees	Rupees	Rupees	Rupees	Rupees
Income							
Processing fee	15	7,945,254	-	7,945,254	5,507,226	-	5,507,226
Other income	16	3,783,083	-	3,783,083	3,018,388	-	3,018,388
Member and community donation	17	14,326,810	-	14,326,810	5,994,801	-	5,994,801
Operational donations	18	3,932,944	-	3,932,944	7,084,117	-	7,084,117
Income from AHS Clinic		-	487,860	487,860	-	318,310	318,310
		29,988,091	487,860	30,475,951	21,604,532	318,310	21,922,842
Expenditure							
General and administrative expenses	19	50,837,157	2,165,591	53,002,748	23,151,632	1,233,949	24,385,581
Programme assistance		8,486,930	60,400	6,527,330	1,740,373	33,342	1,773,715
Loan loss provision	6.4	1,639,242	-	1,639,242	932,442	-	932,442
Death claims written off against Takaful		790,450	-	790,450	405,350	-	405,350
Funeral charges paid from Takaful		455,000	-	455,000	220,000	-	220,000
Advances written off		-	-	-	1,783	-	1,783
		60,168,779	2,225,991	62,414,770	26,451,560	1,267,291	27,718,851
Deficit for the year		(30,200,688)	(1,738,131)	(31,938,819)	(4,847,028)	(948,981)	(5,796,009)

The annexed notes 1 to 21 form an integral part of these financial statements.




Executive Director


Secretary

AKHUWAT

STATEMENT OF COMPREHENSIVE LOSS FOR THE YEAR ENDED JUNE 30, 2011

	Note	2011 Rupees	2010 Rupees
Deficit for the year		(31,938,819)	(5,796,009)
Other comprehensive income/loss		-	-
Income tax relating to components of other comprehensive income		-	-
Other comprehensive income/loss for the year, net of tax		-	-
Total comprehensive loss for the year		<u>(31,938,819)</u>	<u>(5,796,009)</u>

The annexed notes 1 to 20 form an integral part of these financial statements.



Executive Director



Secretary

AKHUWAT

STATEMENT OF CHANGES IN FUNDS FOR THE YEAR ENDED JUNE 30, 2011

	Donated funds Rupees	General fund Rupees	Takaful fund Rupees	Rehabilitation fund Rupees	Total Rupees
Balance as at June 30, 2009	125,375,255	(12,082,187)	878,784	1,027,007	115,198,859
Deficit for the year	-	(4,847,028)	(948,981)	-	(5,796,009)
Donations received during the year	108,068,467	-	1,808,100	-	109,676,567
Income from Rehabilitation fund	-	-	-	105,394	105,394
Stipends paid out of Rehabilitation fund	-	66,000	-	(66,000)	-
Death claims realized during the year transferred from Takaful fund to general fund	-	625,350	(625,350)	-	-
Balance as at June 30, 2010	233,443,722	(16,237,865)	912,553	1,066,401	219,184,811
Deficit for the year	-	(30,200,688)	(1,738,131)	-	(31,938,819)
Donations received during the year	127,673,243	-	1,482,880	500,000	129,656,123
Income from Rehabilitation fund	-	-	-	102,042	102,042
Stipends paid out of Rehabilitation fund	-	72,000	-	(72,000)	-
Death claims realized during the year transferred from Takaful fund to general fund	-	1,245,450	(1,245,450)	-	-
Balance as at June 30, 2011	361,116,965	(45,121,103)	(588,148)	1,596,443	317,004,157

The annexed notes 1 to 21 form an integral part of these financial statements.




Executive Director


Secretary

AKHUWAT

CASH FLOW STATEMENT FOR THE YEAR ENDED JUNE 30, 2011

Note	2011 Rupees	2010 Rupees
Cash flow from operating activities		
Deficit for the year	(31,938,819)	(5,796,009)
Adjustments for non cash items:		
Depreciation on property, plant and equipment	466,269	363,333
Impairment loss on property, plant and equipment	-	90,000
Profit on bank deposits	(2,819,317)	(2,006,510)
Provision for loan loss	1,639,242	932,442
Advances written off	-	1,763
Loan for credit pool	(524,000)	-
	<u>(1,237,806)</u>	<u>(618,972)</u>
	(33,176,625)	(6,414,981)
Effect on cash flow due to working capital changes		
(Increase)/decrease in loan portfolio	(94,908,451)	(53,547,396)
(Increase)/decrease in advances	(2,477,307)	(799,083)
Increase/(decrease) in creditors, accrued and other liabilities	1,470,252	597,881
Increase in provident fund payable	1,315,047	814,704
	<u>(94,600,459)</u>	<u>(52,933,894)</u>
Net cash used in operating activities	(127,777,084)	(59,348,875)
Cash flow from investing activities		
Purchase of property, plant and equipment	(2,698,616)	(14,165,811)
Purchase of intangible assets	(104,400)	(60,000)
Purchase of investments	-	(20,000,000)
Profit on bank deposits	2,689,298	1,908,978
Net cash used in investing activities	(113,718)	(32,316,833)
Cash flow from financing activities		
Donations received	129,656,123	109,676,567
Loan for credit pool	-	474,000
Net cash from financing activities	129,656,123	110,150,567
Net increase/(decrease) in cash and cash equivalents	1,765,321	18,484,859
Cash and cash equivalent at the beginning of the year	29,725,141	11,240,282
Cash and cash equivalents at the end of the year	<u>31,490,462</u>	<u>29,725,141</u>

The annexed notes 1 to 21 form an integral part of these financial statements.




Executive Director



Secretary

AKHUWAT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2011

1. Legal status and nature of business

Akhuwat (the Organization) was registered in Pakistan on May 13, 2003 as a society, under the Societies Registration Act, 1860. It has a total of 52 (2010: 34) branches in the province of Punjab.

The Organization was established to provide interest-free micro-credit and to launch ancillary programmes of various short and long term nature. The Organization is principally engaged to carry on the following objectives:

-Organizing women in particular and men in general into socially viable community groups called Self Help Groups.

-Providing interest free micro credit finance services to the poor women through Self Help Groups and the individuals.

-Capacity building through interest free credit enhancement to the poor in urban areas with a view to make them self-reliant.

-Creating avenues for self-employment and broadening scope of opportunities available to the poor.

-Identifying people / organizations desirous of planning and executing such programmes elsewhere and providing them with necessary support and resources.

-From November 1, 2008 the Organization has also opened a clinic, under the umbrella of Akhuwat Health Services (AHS), aimed at providing subsidized health services to the poor.

The Organization is managing four funds, out of these donated and general fund are used for providing microfinance as well as operational expenses of the Organization, at the discretion of Board of Directors, whereas Takaful Fund is only used for writing off loans of deceased borrowers, providing them funeral charges and for Akhuwat Health Services expenses, whereas Rehabilitation fund is used only for stipends to heirs of victims of suicide bomb attack.

Following assets were purchased under the terms of a micro finance scheme approved on September 18, 2009 supported by Pakistani Italian Debt for Development Swap Agreement (PIDSA) signed in Islamabad on November 04, 2006 between the Government of the Italian Republic and the Government of the Islamic Republic of Pakistan to provide Rs. 46 million. These assets are in use of the Organization but are property of PIDSA.

Assets	2011 Rupees	2010 Rupees
Computers	159,529	134,207
Furniture and fixture	91,898	17,500
Office equipment	347,626	118,680
Vehicles	722,600	459,000
	<u>1,321,653</u>	<u>729,387</u>

Following assets were purchased under the agreement made on November 29, 2010 between Plan International, Inc (Plan), a non-profit international humanitarian child focused development organization and Akhuwat. Plan has approved the budget amounting to Rs. 4.15 million for the period November 1, 2010 to October 30, 2011. These assets are in use of the Organization but are property of Plan.

Assets	2011 Rupees
Laptops	<u>360,000</u>

2. Basis of Preparation

These financial statements have been prepared in accordance with approved accounting standards, as applicable in Pakistan. Approved accounting standards comprise of the Accounting and Financial Reporting Standard for Medium-Sized Entities (MSEs) issued by the Institute of Chartered Accountants of Pakistan.

3. Basis of measurement

These financial statements have been prepared under the historical cost convention.

The preparation of financial statements in conformity with the Approved Accounting and Reporting Standards for Medium Sized Entities (MSEs) issued by the Institute of Chartered Accountants of Pakistan that requires the use of certain critical accounting estimates. It also requires management to exercise its judgment in the process of applying its accounting policies. Estimates and judgments are continually evaluated and are based on historical experience including expectations of future events that are believed to be reasonable under the circumstances.

4. Significant accounting policies

The significant accounting policies adopted in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

4.1 Property, plant and equipment

Operating fixed assets are stated at cost less accumulated depreciation and any identified impairment loss. Freehold land is carried at cost less any identified impairment loss. Depreciation on all operating fixed assets is charged to profit on reducing balance method so as to write off the historical cost of an asset over its estimated life at the rates referred to in note 8 to the financial statements.

The asset's residual values and useful lives are reviewed, at each financial year end, and adjusted if impact on depreciation is significant.

Depreciation on addition to operating fixed assets is charged from the month in which the assets is acquired or capitalised while no depreciation is charged for the month in which the asset is disposed off.

Subsequent costs are included in the asset's carrying amount or recognized as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Organization and the cost of the item can be measured reliably. All other repair and maintenance costs are charged to income during the period in which they are incurred.

Gain or loss on disposal of an asset represented by the difference between the sale proceeds and the carrying amount of the asset is recognized as an income or expense.

4.2 Intangibles

Expenditures on web site development are capitalized as intangible assets and stated at cost. Web site is an intangible asset with indefinite useful life.

Intangible assets with indefinite useful life are not amortized but are assessed at each balance sheet date for any indication that intangible assets may be impaired.

If such indication exists, the carrying amounts of such assets are reviewed to assess whether they are recorded in excess of their recoverable amount. Where carrying amounts exceed the respective recoverable amount, assets are written down to their recoverable amounts and the resulting impairment loss is recognized in income statement. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. Where an impairment loss is recognized, the amortization charge is adjusted in the future periods to allocate the asset's revised carrying amount over its estimated useful life.

Useful life of such an asset should be reviewed each reporting period to determine whether events and circumstances continue to support an indefinite useful life assessment for that asset.

The change in the useful life assessment from indefinite to finite should be accounted for as a change in an accounting estimate.

4.3 Loan loss provision

A provision is made at the rate of 1% of the total outstanding balance of individual loans portfolio on year end. Individual loan outstanding for more than 90 days after its expiry is written off.

4.4 Cash and cash equivalents

Cash and cash equivalents are carried in the balance sheet at cost. For the purpose of cash flow statement, cash and cash equivalents comprise cash in hand, demand deposits, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

4.5 Creditors, accrued and other liabilities

Liabilities for trade and other amounts payable are carried at cost which is the fair value of the consideration to be paid in future for goods and services received, whether or not billed to the Organization.

4.6 Staff retirement benefits

The Organization operates an unapproved defined contribution provident fund scheme for its permanent employees, who opt for the scheme. Monthly deductions are made from the salaries of the employees at the rate of 10% of basic salary. The Organization recognizes an equal charge in the income of the Organization. The accumulated amount has been recognized as a liability in the balance sheet.

4.7 Recognition of grants and donations

Grants received for providing loans are directly recognized in the donated fund. Other funds provided by the donor to subsidize operating and administrative expenses are recognized directly as income, in the period of receipt.



4.8 **Taxation**

The Organization has been granted exemption from tax by the Commissioner of Income Tax under clause 58 Part I of the Second Schedule of the Income Tax Ordinance, 2001.

4.9 **Revenue recognition**

Processing fee for micro credit loans collected from members is recognized on receipt basis.

Return on deposits is accrued on a time proportion basis by reference to the principal outstanding and the applicable rate of return.

4.10 **Investments**

Investments with fixed maturity that the management has the intent and ability to hold to maturity are classified as held to maturity and are measured at cost.

		2011 Rupees	2010 Rupees
5. Advances and other receivables			
Advance tax		1,621,563	850,817
Other advances		2,330,528	502,320
Advances to staff			
- Motorcycle loans - unsecured	5.1	993,750	972,100
- Housing loans - unsecured	5.2	2,169,065	2,405,065
- Personal loans - unsecured	5.3	1,426,051	983,287
		4,588,866	4,360,452
Less: Long term portion of advances to staff	10	(2,945,413)	(3,446,317)
		<u>1,643,453</u>	<u>914,135</u>
		<u>5,595,544</u>	<u>2,267,272</u>

5.1 These represent long term loans to permanent employees for purchase of motorcycles. This amount is payable over a period of 3 to 7 years by way of equal instalments ranging from Rs 750 to Rs 1,000 per month.

5.2 Housing loans are provided to permanent employees for purchase of house in a housing scheme, construction of house and repair and maintenance of an existing house.

5.3 This represents long term loans given to permanent employees of Akhuwat for personal use. This amount is payable in unequal instalments over a period of more than one year.

		2011 Rupees	2010 Rupees
6. Micro loans portfolio - unsecured considered good			
Educational loans	6.1	1,932,150	415,750
Franchisee loans	6.2	3,154,000	2,354,000
Individual loans	6.3	239,140,682	147,269,158
		244,226,832	150,038,908
Less: Loan loss provision	6.4	(2,391,407)	(1,472,692)
		241,835,425	148,566,216
Less: Long term portion	11	(19,957,843)	(4,676,352)
		<u>221,877,582</u>	<u>143,889,864</u>

6.1 These are long term interest-free micro loans given to needy students to meet their educational expenses.

6.2 This represents interest-free loans given to enterprise cum training institutes in different areas of Pakistan as part of the Organization's franchise programme developed to promote its objectives through partner organizations. Though these loans are treated as Qarz-e-Hasana with repayment terms of 1.5 years to 5 years; however, some of these loans do not have a specific repayment term. Details of franchisee loans are as follows:

	2011 Rupees	2010 Rupees
Franchisee organizations		
Farz foundation	400,000	300,000
Muslim Aid	240,000	240,000
Rural Community Development Society (RCDS)	150,000	-
Kawish Welfare Trust	1,614,000	1,614,000
The Pakistan Society for the Rehabilitation of the Disabled (PSRD)	300,000	-
Choti	250,000	-
Sojhro-Kherpur	200,000	200,000
	<u>3,154,000</u>	<u>2,354,000</u>

6.3 This represents loans given to individuals for productive / income generating activities against a personal guarantee. Up to March 31, 2009, a membership fee of 5.5% and insurance fee of 1% of the principal amount was received up front. Loans less than or equal to Rs 5,000 were exempt from processing fee. Instead, the Organization now charges Rs 100 as fee for the application form and encourages its borrowers to contribute voluntarily out of their own savings / income towards Community Donation Programme boxes provided at the time of disbursement of loans voluntarily. These loans have a repayment term ranging from 1-5 years.

Included in these loans is an amount of Rs 429,490 (2010: Rs.149,640) representing loans given to the employees of the Organization on similar terms as to other borrowers.

	2011 Rupees	2010 Rupees
6.4 Loan loss provision		
Balance as at July 1	1,472,692	949,687
Charge for the year	1,639,242	932,442
	<u>3,111,934</u>	<u>1,882,129</u>
Written off against individual loans	(720,527)	(409,437)
Balance as at June 30	<u>2,391,407</u>	<u>1,472,692</u>

7. Cash and bank

At bank		
in current accounts	16,361,794	9,721,820
in saving accounts	14,679,693	19,824,293
	<u>31,041,487</u>	<u>29,546,113</u>
In hand	448,975	179,028
	<u>31,490,462</u>	<u>29,725,141</u>





Property, plant and equipment

	Freehold land	Building on freehold land	Computers	Furniture and fixtures	Office equipment	Total
(Rupees in thousands)						
Net carrying value basis						
Year ended June 30, 2011						
Opening net book value (NBV)	16,030,035	613,454	461,488	405,546	205,307	17,715,830
Additions (at cost)	435,580	-	876,097	820,917	560,022	2,698,616
Disposals (at NBV)	-	-	-	-	-	-
Depreciation charge	-	(81,345)	(303,961)	(67,133)	(33,839)	(496,269)
Closing net book value (NBV)	16,465,615	532,109	1,033,634	1,168,330	731,490	19,948,177
Gross carrying value basis						
As at 30 June, 2011						
Cost	16,556,615	935,000	1,890,710	1,367,928	614,062	21,563,315
Accumulated depreciation	-	(382,892)	(857,076)	(202,598)	(82,572)	(1,525,138)
Accumulated impairment loss	(90,000)	-	-	-	-	(90,000)
Net Book value (NBV)	16,465,615	552,108	1,033,634	1,165,330	731,490	19,948,177
Depreciation rate % per annum						
		10%	33%	10%	10%	
Net carrying value basis						
Year ended June 30, 2010						
Opening net book value (NBV)	2,590,000	681,615	361,033	258,825	111,679	4,003,352
Additions (at cost)	13,530,035	-	327,755	191,781	116,240	14,165,811
Disposals (at NBV)	-	-	-	-	-	-
Depreciation charge	-	(68,162)	(227,299)	(45,060)	(22,612)	(363,333)
Impairment loss	(90,000)	-	-	-	-	(90,000)
Closing net book value (NBV)	16,030,035	613,453	461,488	405,546	205,307	17,715,830
Gross carrying value basis						
As at 30 June, 2010						
Cost	16,120,035	935,000	1,014,613	541,011	254,040	18,864,699
Accumulated depreciation	-	(321,547)	(553,124)	(135,465)	(48,733)	(1,058,869)
Accumulated impairment loss	(90,000)	-	-	-	-	(90,000)
Net Book value (NBV)	16,030,035	613,453	461,489	405,546	205,307	17,715,830
Depreciation rate % per annum						
		10%	33%	10%	10%	

		2011 Rupees	2010 Rupees
9. Intangibles			
Opening Cost		259,920	199,920
Additions		104,400	60,000
Deletions		-	-
Closing Cost		<u>364,320</u>	<u>259,920</u>
10. Long term advances and security deposits			
Long term advances to staff - considered good			
- Motor cycle loans		657,660	676,900
- Housing loans		1,885,065	2,219,257
- Personal loans		402,688	550,160
	5	<u>2,945,413</u>	<u>3,446,317</u>
Long term security deposits		-	118,000
		<u>2,945,413</u>	<u>3,564,317</u>
11. Long term portion of micro loans portfolio			
Educational loans		1,932,150	409,750
Franchisee loans		2,854,000	-
Individual loans		15,171,693	4,266,602
	6	<u>19,957,843</u>	<u>4,676,352</u>
12. Investments			
Term Deposit Receipts (TDRs)		21,000,000	21,000,000
Maturing within twelve months	12.1	(1,000,000)	-
		<u>20,000,000</u>	<u>21,000,000</u>

Investments include 3-Years maturity TDRs classified as held to maturity at profit rates ranging from 10.00% to 10.38% per annum (2010: 10.00% to 11.25% per annum)

AM

ly

	2011 Rupees	2010 Rupees
13. Creditors, accrued and other liabilities		
Accrued expenses	1,390,289	567,525
Other liabilities	1,019,383	371,895
	<u>2,409,672</u>	<u>939,420</u>

14. Contingencies and commitments

Nil (2010 : Nil)

15. Processing fee

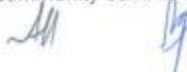
This represents loan application fee of Rs.100 and optional insurance fee of 1% of the principal amount, charged up front from the borrowers of individual loans. Loans less than or equal to Rs 5,000 are not considered for insurance option.

		2011 Rupees	2010 Rupees
16 Other income			
Profit on bank deposits	16.1	2,819,317	2,006,510
Sale of books and compact disks		46,450	14,665
Income from hide collection		417,545	174,517
Income from fine		20,670	59,120
Miscellaneous		479,101	763,576
		<u>3,783,083</u>	<u>3,018,388</u>

16.1 Effective profit rate on these deposits ranges from 5.00% to 9.91% per annum (2010: 4.98% to 9.09% per annum) and profit rate on TDRs 10.00% to 10.38% per annum (2010: 10.00% to 11.25% per annum)

17 Member and community donation

This represents donations collected from borrowers(members) and donations boxes placed at different community centres and retail stores.



18. Operational donations

These represent donations given by donors for day to day operational expenses.

	2011			2010		
	Microfinance Operations Rupees	Akhawat Health Services Rupees	Total Rupees	Microfinance Operations Rupees	Akhawat Health Services Rupees	Total Rupees
19 General and administrative expenses						
Salaries, wages and other benefits	32,990,098	1,544,207	34,534,305	16,136,173	815,330	16,951,503
Contribution to provident fund	717,442	6,842	724,284	475,889	1,548	477,437
Traveling and conveyance	3,676,363	3,030	3,679,393	1,684,190	22,748	1,706,938
Printing and photocopy	1,093,283	1,599	1,094,882	400,919	658	401,577
Stationery	475,483	27,611	503,094	154,080	4,949	159,029
Communication	423,014	-	423,014	93,861	-	93,861
Office supplies	488,549	41,840	530,389	201,628	19,844	221,472
Consultancy charges	596,668	-	596,668	103,200	-	103,200
Fee and subscription	50,000	-	50,000	85,525	-	85,525
Bank charges	210,041	-	210,041	175,171	-	175,171
Depreciation	466,269	-	466,269	363,333	-	363,333
Impairment loss	-	-	-	90,000	-	90,000
Audit	175,837	-	175,837	100,000	-	100,000
Utilities	730,850	59,980	790,830	333,867	29,539	363,406
Repair and maintenance	972,113	28,521	1,000,634	297,635	34,428	332,063
Rent	1,689,375	198,660	1,888,035	667,543	179,200	1,046,743
Staff training	1,747,472	4,650	1,752,122	137,270	-	137,270
Donations to IDPs	3,585,293	-	3,585,293	1,187,500	-	1,187,500
Rehabilitation expense	72,000	-	72,000	66,000	-	66,000
Miscellaneous	677,007	248,651	925,658	217,868	125,705	343,573
	50,837,157	2,165,591	53,002,748	23,151,632	1,233,949	24,385,581

20 **Date of authorization for issue**

These financial statements were authorized for issue on May 25, 2012 by the board of directors of the Organization.

21 **Corresponding figures**

Corresponding figures have been re-arranged, wherever necessary, for the purposes of comparison. However, no significant re-arrangements have been made during the year.



Executive Director



Secretary

