

AUDITORS' REPORT

We have audited the accompanying Consolidated Statement of Financial Position of **Manab Unnayan Kendra (MUK)** as at June 30, 2014 and the related Consolidated Statement of Comprehensive Income and Consolidated Statement of Receipts & Payments for the year then ended together with notes thereto as prepared and produced to us by the management of the organization for our verification. The preparation of these financial statements is the responsibility of the organization management. Our responsibility is to express an independent opinion of these financial statements based on our audit.

Basis of Opinion:

We conducted our audit in accordance with Bangladesh Standards 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 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 principles used and significant estimates made by the management as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Opinion:


In our opinion, the financial statements, referred to above prepared in accordance with Bangladesh Accounting Standards (BAS) give a true and fair view of the state of the organization's operations as at June 30, 2014 and comply with the applicable laws and regulations.

We also report that:

- a) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit & made due verification thereof.
- b) In our opinion, the organization as required by law has kept proper books of accounts so far as it appeared from our examination of those books & records.
- c) The Consolidated Financial Statements dealt with by the report are in agreement with the books of accounts.

Date: September 16, 2014




Habib Sarwar Bhuiyan & Co.
Chartered Accountants

Habib Sarwar Bhuiyan & Co.

Chartered Accountants

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Manab Unnayan Kendra (MUK)
 Amjhupi Bazar, Meherpur.
Consolidated Statement of Financial Position
 As At June 30, 2014

Property & Assets	Note	30-Jun-14	30-Jun-13
Non Current Assets			
Fixed Assets at Cost	1	4,890,065	4,825,595
Loan to Members (MCP)	2	8,147,202	7,058,096
Loan to Members (Siri)	3	916,126	196,050
Loan to Members (Proyojon Program)	4	159,975	-
Total Non Current Assets		14,113,368	12,079,741
Current Assets			
Loan to Staff (Security Fund)	5	849,462	882,262
Loan to Staff	6	145,390	145,390
Advance to School Rent	7	9,000	9,000
Lease of Land	8	20,000	10,000
Cash & Bank Balance	9	2,678,141	2,538,450
Total Current Assets		3,701,993	3,585,102
Total Properties & Assets		17,815,361	15,664,843

Capital Fund & Liabilities	Note	30-Jun-14	30-Jun-13
Capital Fund			
Cumulative Surplus	10	7,535,325	6,861,681
Statutory Reserve Fund	11	137,964	60,596
Total Capital Fund		7,673,289	6,922,277
Current Liabilities			
Loan from Executive Director	12	305,000	155,000
Loan from Staff	13	5,000	5,000
Loan from Executive Committee	14	175,000	175,000
Loan from BRCT	15	2,856,993	2,856,993
Advance from Arbitration Program	16	734,300	445,900
Members Savings Deposit (RMC)	17	2,003,763	1,611,554
Members Savings Deposit (Siri)	18	282,445	95,045
Member Savings (Security Fund)	19	152,385	152,385
Welfare Fund	20	357,804	229,110
Staff Security Fund	21	692,000	660,000
Loan Loss Provision (LLP)	22	987,840	987,840
Depreciation Reserved Fund	23	1,589,542	1,368,739
Total Current Liabilities		10,142,072	8,742,566
Total Capital Fund & Liabilities		17,815,361	15,664,843

The accompanying notes form integral part of these financial statements

Signed as per our report of even date

Date: September 16, 2014



H. S. B.
 Habib Sarwar Bhuiyan & Co.
 Chartered Accountants

Manab Unnayan Kendra (MUK)
Amjhupi Bazar, Meherpur.
Consolidated Statement of Comprehensive Income
For the year ended June 30, 2014

Income	FY 2013-2014
Fund from CAMPE	2,684,731
Fund from BNF	550,000
Fund from WAVE Foundation	221,000
Fund from Dept. of Women Affairs	694,877
MUK Contribution	25,711
Income from Fishing Program	261,020
Income from Beef Fattening Program	743,934
Income from Forestry Program	375,560
Income from Friendly Stove	220,450
Income from Survey	557,096
Income from Food for All Campaign	25,000
Income from Drama Program	192,000
Income from BNF	1,292
Income from Photo print	11,141
Income from DNet Program	24,972
Income from Sound System	3,300
Income from Multimedia	11,500
Income from Scholarship Examination	26,300
Income from Amjhumi Academy	383,820
Income from Baradi Academy	394,300
Income from Pirojpur Academy	137,445
Income from Staff Training	16,750
Income from Micro Bus	75,365
Income from Package	103,280
Income from Tailoring Training Program	900
Income from House Rent	63,150
Income from Photocopy	85,900
Sales of Net Bag	8,860
Sales of Homeopathic Medicine	4,919
Sale of Allopathic Medicine	236
Sales of Sweet Packet	62,124
Sales of Cap	13,050
Sales of Shoes	16,800
Sales of Stocking	2,340
Sales of Training Pad & File	12,342
Sales of Garments	104,189
Sales of Diary	16,702
Sale of Exercise Book	75,354
Sales of Food	396,126
Sale of Books	333,789
Students Admission Fees	39,560
Students Monthly Fees	1,556,455
Students Session Charge	116,780
Students Examination fees	112,330
Coaching Fees	3,700
Sale of Pass Book	3,910



Sale of Loan Form	17,750
Health Card Fees	8,630
Physiotherapy registration Fees	5,150
Complaint Fees	23,400
Divorce Fee	105,775
Decision Making by Non Judicial Stamp	48,900
Date Transfer Fees	1,050
Documentation Fees	2,350
Absent Fine	19,770
Cycle Stand Charge	16,076
Seat Rent	73,200
Advertisement	18,800
Admission Fees	22,270
Overhead Income	264,000
Service Charge	2,178,699
Donation from ED	186,575
Local Donation	411,530
Bank Interest	3,310
Other Income	79,125
Total	14,256,720

Expenditure	FY 2013-2014
Salary & Honorarium	6,300,545
Office Rent	116,000
School Rent	33,800
Venue Rent	12,000
Stationary Cost	58,861
Printing Cost	396,705
Traveling & Cell Phone Bill	248,485
Photocopy	28,918
Repair & Maintenance	565,837
Electricity Bill	110,394
Fuel & Oil Cost	37,208
Newspaper Bill	6,960
Postage & Courier	3,074
Telephone, Fax & E-mail	19,457
Entertainment	45,382
Local Donation	83,792
Transport Cost	60,008
Training & Workshop	50,440
Day Observation	52,476
Revenue Stamp	9,600
Office Cleaning	2,000
Bank Charge	7,619
Dish Bill	1,800
Consultancy Fees	8,000
Audit Fees	8,000
PP Cost	12,000
Overhead Cost	204,000
Aponjon Program Cost	8,451
Utilities	31,325
Donation	19,400



MRA Certificate fees	5,750
VAT	5,000
Interest on Members Savings	51,792
Friendly Stove Cost	91,301
Drama Program	39,667
Cookeries	1,330
Printer Purchase	3,000
Survey	1,065,316
Communication	26,198
Meeting	668,820
Banner	2,000
MUK Contribution	12,100
Examination Cost	106,261
Academy Construction Cost	40,422
Cap Cost	14,000
Education Materials Cost	84,557
Food Supply	211,570
Sweet Packet	44,654
Allopathic Medicine Purchase	1,025
Homeopathic Medicine Purchase	68
Garments Making	30,014
Non Judicial Stamp Purchase	31,370
Divorce Registration Cost	26,250
Advertisement	10,410
Seminar & Workshop	590,564
Orientation	206,493
Student Admission Fee	55,295
Guardian Gathering	70,631
Follow up	11,401
Reporting & Documentation	5,948
Implementation by loak morcha at (union level)	19,769
Vocational Training & Child Education Development Program	354,443
Regular social Auditing of SSN program	30,413
Awareness events with the community people	5,990
Public hearing at upzilla level	9,982
Lobbying with local authorities	6,369
Lobbying (Transportation at upzilla level)	6,578
Developing of charter of leman on safely net program	9,980
Volunteer Remuneration	88,920
Space, logistics and communication for PNGOS	43,362
Drama Program	11,505
Local Government Empowerment Program Cost	4,002
Food For All Program Cost	128,360
Unisef Bangladesh Cost	92,999
Other Cost	252,135
Depreciation	220,803
Total Expenditure	13,341,354
Statutory reserve 10%	77,368
Excess of Income over Expenditure	837,998
Total	14,256,720



Manab Unnayan Kendra (MUK)

Amjhipi Bazar, Meherpur.

Consolidated Receipts & Payments Statements

For the year ended June 30, 2014

Receipts	General Account	Micro Credit Program	Local Resources Support Unit	Trinomul Paribahan Sector	Baradi Model Academy	Pirojpur Model Academy	Anjhipi Model Academy	Proyojon Prokolpo	Security Money & Mediation Program	Arbitration Program	VGD Program	Trinomul Anushondhani	Siri Program	Hazi Sarajul Islam Memorial Trust Fund	Protasha	Vocational Training & Child Education Development Program	Food for All Campaign	FY 2013-2014
Opening Balance																		
Cash in Hand	97,232	13,830	14,091	6,684	10,651	16,210	3,572	15,238	-	13,904	14	2,422	8,412	1,720		24	96	204,100
Cash at Bank	573,945	207,230	171,049	188	31,712	160	577	342,122	268,135	50,705	197,900	80,967	225,251	6,943		4,212	8,900	2,169,996
Principal Loan Realized (MCP)		13,576,884																13,576,884
Savings Collection (MCP)		1,378,037																1,378,037
Principal Loan Realized (Siri)													4,762,924					4,762,924
Savings Collection (Siri)													449,820					449,820
Advance from Arbitration Program									4,394,725				150,000					4,394,725
Loan from ED	100,000																	250,000
Loan from Baradi Model Academy				37,000									70,000					43,000
Loan from Micro Credit Program				100,000									130,000					170,000
Loan from Security Money													75,000					130,000
Loan from Proyojon Program													25,000					75,000
Loan from Local Resource Support Unit																		25,000
Staff Loan Realized (Security Money)									32,800									32,800
Loan Realized from Micro Credit Program	100,000																	100,000
Loan Realized from Food for All Campaign	45,000								50,000									45,000
Loan Realized from Siri	40,000																	50,000
Loan Realized from Vocational Training & Child Education Development Program																		40,000
Loan from General Fund		150,000									300,000				250,000		45,000	745,000
Staff Security									71,000				23,325					71,000
Welfare Fund		145,170																188,495
Sale of Old Fixed Assets			16,000															36,000
Fund from CAMPE	20,000														2,684,731			2,684,731
Fund from BNF																		550,000
Fund from WAVE Foundation																		221,000
Fund from Dept. of Women Affairs											694,877							694,877
MUK Contribution																25,711		25,711
Income from Fishing Program	261,020																	261,020
Income from Beef Fattening Program	743,934																	743,934
Income from Forestry Program	375,560																	375,560
Income from Friendly Stove			220,450															220,450
Income from Survey	557,096																	557,096
Income from Food for All Campaign	25,000																	25,000
Income from Drama Program												192,000						192,000
Income from BNF	1,292																	1,292
Income from Photo print			11,141															11,141



	Total	White	Black	Hispanic	Other
Female	3,234,079	17,229,252	863,555	1,176,959	888,179
Male	3,234,349	784,603	1,763,405	4,816,660	277,834
All	6,468,428	32,058,504	16,400,010	26,606,619	11,666,013
Female	59,059	328,092	6,416,020	2,934,731	579,947
Male	274,996	43,174,511	2,934,731	579,947	274,996
All	815,125	76,233,015	9,350,750	3,514,678	854,943



Payments	General Account	Micro Credit Program	Local Resources Support Unit	Trinomul Paribahan Sector	Baradi Model Academy	Proipur Model Academy	Anjhu Model Academy	Proyojan Prokolo	Security Money & Mediation Program	Arbitration Program	VGD Program	Trinomul Anushondhani	Siri Program	Hazi Sarajul Islam Memorial Trust Fund	Protasha	Vocational Training & Child Education Development Program	Food for All Campaign	FY 2013-2014
Salary & Honorarium	973,385	546,744	222,200	717,301	666,500	320,925	592,990	481,350		180,050	845,000	59,000	278,100		285,000	132,000		6,300,545
Office Rent	12,000				33,800						84,000				20,000			116,000
School Rent											12,000							33,800
Venue Rent	27,489		800		8,250		4,500	23,885		1,100	2,196				4,491			12,000
Stationary Cost	10,985	13,741	550				500	300,679		8,675	67,400	56,900						58,861
Printing Cost	29,000		21,360					12,895		265	2,400	9,950	21,005		77,700			396,705
Traveling & Cell Phone Bill	19,439		198		899	37		2,996				218	2,238					248,485
Photocopy	13,518		10,965	429,152	38,195	7,874	46,058	16,435			27,000	3,640		228				28,918
Repair & Maintenance	75,533						810					5,051						565,837
Electricity Bill	16,373		2,605	16,487	1,743											2,000		110,394
Fuel & Oil Cost	6,960									1,028	1,000	15						37,208
Newspaper Bill	1,031																	6,960
Postage & Courier	19,457																	3,074
Telephone, Fax & E-mail	30,391						1,000						1,560					19,457
Entertainment		2,783																45,382
Local Donation		83,792																83,792
Transport Cost	19,315	29,463		6,530	2,400	1,600	700				26,980					22,460		60,008
Training & Workshop		1,000																50,440
Day Observation	9,600		6,900															52,476
Revenue Stamp	116																	9,600
Office Cleaning	4,204	1,725			1,884								585					2,000
Bank Charge	1,800				25								1,080					7,619
Dish Bill	8,000																	1,800
Consultancy Fees		8,000																8,000
Audit Fees																		8,000
PP Cost	1,000																	1,000
Overhead Cost		84,000			24,000							11,000						12,000
Aporion Program Cost																		204,000
Utilities	19,400	19,475																8,451
Donation																		31,325
MRA Certificate fees	5,000	5,750																5,750
VAT		51,792																5,000
Interest on Members Savings			91,301															51,792
Friendly Stove Cost																		91,301
Drama Program																		39,667
Cookeries	1,330																	1,330
Printer Purchase	308,904		3,000															3,000
Survey																		1,065,316
Communication					2,590													26,198
Meeting																		668,820
Banner																		2,000
MUK Contribution					3,800													12,100
Examination Cost					26,206													106,261
Academy Construction Cost						15,710	5,500				2,000			34,106				40,422
Cap Cost							30,239											14,000
Education Materials Cost								14,000										84,557



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Manab Unnayan Kendra (MUK)

Amjhupi Bazar, Meherpur.

Notes to the Accounts for the year ended June 30, 2014

01.00 Fixed Assets	30-Jun-14
Cost	
Balance as on 01-07-2013	4,825,595
Add: Purchased During the year	100,470
Less: Adjustment During the Year	36,000
Balance as on 30-06-2014	4,890,065
Depreciation	
Balance as on 01-07-2013	1,368,739
Add: Charged During the year	220,803
Balance as on 30-06-2014	1,589,542
Net Book Value as on 30-06-2014	3,300,523

02.00 Loan to Members (MCP)	30-Jun-14
Balance as on 01-07-2013	7,058,096
Add: Disbursed During the year	14,666,000
	21,724,096
Less: Realized During the year	13,576,894
Balance as on 30-06-2014	8,147,202

03.00 Loan to Members (Siri)	30-Jun-14
Balance as on 01-07-2013	196,050
Add: Disbursed During the year	5,483,000
	5,679,050
Less: Realized During the year	4,762,924
Balance as on 30-06-2014	916,126

04.00 Loan to Members (Proyojon Program)	30-Jun-14
Balance as on 01-07-2013	-
Add: Disbursed During the year	159,975
	159,975
Less: Realized During the year	-
Balance as on 30-06-2014	159,975

05.00 Loan to Staff (Security Fund)	30-Jun-14
Balance as on 01-07-2013	882,262
Add: Disbursed During the year	-
	882,262
Less: Realized During the year	32,800
Balance as on 30-06-2014	849,462

06.00 Loan to Staff	30-Jun-14
Balance as on 01-07-2013	145,390
Add: Loan During the year	-
	145,390
Less: Realized During the year	-
Balance as on 30-06-2014	145,390

07.00 Advance to School Rent	30-Jun-14
Opening Balance as on 01-07-2013	9,000
Add: Advance During the year	-
	9,000
Less: Realized During the Year	-
Balance as on 30-06-2014	9,000



08.00 Lease of Land
Opening Balance as on 01-07-2013
Add: Advance During the year
Less: Realized During the Year
Balance as on 30-06-2014

30-Jun-14
10,000
10,000
20,000
-
20,000

09.00 Cash & Bank Balance
Cash in Hand
Cash at Bank
Balance as on 30-06-2014

30-Jun-14
124,599
2,553,542
2,678,141

10.00 Cumulative Surplus
Opening Balance as on 01-07-2013
Add: Excess of Expenditure Over Income
Less: Adjustment During the year
Balance as on 30-06-2014

30-Jun-14
6,861,681
837,998
164,354
7,535,325

11. Statutory Reserved Fund
Balance as on 01-07-2013
Add: Reserve during the year
Less: Refunded During the year
Balance as on 30-06-2014

30-Jun-14
60,596
77,368
137,964
-
137,964

12.00 Loan from ED
Opening Balance as on 01-07-2013
Add: Received During the year
Less: Refunded During the Year
Balance as on 30-06-2014

30-Jun-14
155,000
250,000
405,000
100,000
305,000

13.00 Loan from Staff
Opening Balance as on 01-07-2013
Add: Received During the year
Less: Refunded During the Year
Balance as on 30-06-2014

30-Jun-14
5,000
-
5,000
-
5,000

14.00 Loan from EC
Opening Balance as on 01-07-2013
Add: Received During the year
Less: Refunded During the Year
Balance as on 30-06-2014

30-Jun-14
175,000
-
175,000
-
175,000

15.00 Loan from BRCT
Opening Balance as on 01-07-2013
Add: Received During the year
Less: Refunded During the Year
Balance as on 30-06-2014

30-Jun-14
2,856,993
-
2,856,993
-
2,856,993



16.00 Advance from Arbitration Program	30-Jun-14
Opening Balance as on 01-07-2013	445,900
Add: Advance Received During the year	4,394,725
	4,840,625
Less: Refunded During the Year	4,106,325
Balance as on 30-06-2014	734,300
17.00 Members Savings Deposit (RMC)	30-Jun-14
Opening Balance as on 01-07-2013	1,611,554
Add: Collected During the year	1,378,037
	2,989,591
Less : Refunded During the Year	985,828
Balance as on 30-06-2014	2,003,763
18.00 Members Savings Deposit (Siri)	30-Jun-14
Opening Balance as on 01-07-2013	95,045
Add: Collected During the year	449,820
	544,865
Less : Refunded During the Year	262,420
Balance as on 30-06-2014	282,445
19.00 Members Savings Deposit (Security Fund)	30-Jun-14
Opening Balance as on 01-07-2013	152,385
Add: Collected During the year	-
	152,385
Less : Refunded During the Year	-
Balance as on 30-06-2014	152,385
20. Welfare Fund	30-Jun-14
Balance 01-07-2013	229,110
Add: Received During the year	168,495
	397,605
Less: Refunded During the year	39,801
Balance as on 30-06-2014	357,804
21. Staff Security Fund	30-Jun-14
Balance 01-07-2013	660,000
Add: Received During the year	71,000
	731,000
Less: Refunded During the year	39,000
Balance as on 30-06-2014	692,000
22. LLP	30-Jun-14
Balance 01-07-2013	987,840
Add: Provision during the year	-
	987,840
Less: Adjustment During the year	-
Balance as on 30-06-2014	987,840
23.00 Depreciation Reserved Fund	30-Jun-14
Opening Balance as on 01-07-2013	1,368,739
Add: Received During the year	220,803
	1,589,542
Less: Refunded During the Year	-
Balance as on 30-06-2014	1,589,542



Manab Unnayan Kendra (MUK)

Amjhupi Bazar, Meherpur.

Schedule of Fixed Assets

As at June 30, 2014

Sl No.	Particulars	Cost				Rate	Depreciation			Net Book Value
		As at 01 July 2013	Addition during the year	Adjustment during the year	As at 30 June 2014		As at 01 July 2013	Charged during the year	As at 30 June 2014	
1	Furniture	452,590	-	-	452,590	10%	172,222	28,037	200,259	252,331
2	Building	2,531,552	-	-	2,531,552	5%	467,536	103,200	570,736	1,960,816
3	Vehicle	551,200	-	-	551,200	15%	341,115	31,513	372,628	178,572
4	Television	8,000	-	-	8,000	10%	4,047	395	4,442	3,558
5	Generator	38,200	27,110	16,000	49,310	15%	25,304	1,934	27,238	22,072
6	Equipments	74,200	-	20,000	54,200	10%	35,109	3,909	39,018	15,182
7	Motor Cycle	477,025	-	-	477,025	15%	215,598	39,214	254,812	222,213
8	Computer	192,812	-	-	192,812	10%	97,491	9,532	107,023	85,789
9	Bicycle	22,440	-	-	22,440	10%	10,317	1,212	11,529	10,911
10	Camera	9,300	-	-	9,300	10%	-	930	930	8,370
11	Fan	9,276	6,060	-	15,336	10%	-	927	927	14,409
12	Land	459,000	-	-	459,000	0%	-	-	-	459,000
13	Multimedia	-	67,300	-	67,300		-	-	-	67,300
	Total	4,825,595	100,470	36,000	4,890,065		1,368,739	220,803	1,589,542	3,300,523

