

**PRIVATE & CONFIDENTIAL**

***Auditors' Report***

**&**

***Consolidated Financial Statements***

**of**

**Manab Unnayan Kendra**

**For the Year ended June 30, 2017**



**অমল এন্ড লীনা**

**Amal & Leena**

***Chartered Accountants***

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## **Independent Auditors' Report To the Member of General Body of Manab Unnayan Kendra**

We have audited the accompanying Consolidated Financial Statements of Manab Unnayan Kendra which comprise the Consolidated Statement of Financial Position as at June 30, 2017, and the Consolidated Statement of Comprehensive Income, the Consolidated Receipts & Payments Statement for the year ended June 30, 2017 and a summary of significant accounting policies and others explanatory notes.

Management responsibilities for the Financial Statements:

Manab Unnayan Kendra management is responsible for the preparation and fair presentation of these financial statements in accordance with Bangladesh Financial Reporting Standards (BFRS), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement.

Auditor' Responsibility:

Our responsibility is to express an independent opinion on these financial statements based on our audit. We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA), as adopted by the Institute of Chartered Accountants of Bangladesh (ICAB). Those standards require that we plan and perform the audit to obtain reasonable assurance about where the financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

Opinion:

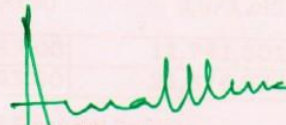
In our opinion, the Financial Statements present fairly, in all material respects, the Consolidated Statement of Financial Position as at June 30, 2017, the Consolidated Statement of Comprehensive Income and the Consolidated Receipts & Payments Statement for the period from 01 July, 2016 to 30 June, 2017 in accordance with Bangladesh Financial Reporting Standards (BFRS) and other applicable laws and regulations.

We also report that:

- a) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof.
- b) In our opinion, proper books of accounts as required by law have been kept by Manab Unnayan Kendra so far as it appeared from our examination of those books.
- c) In our opinion, the Statement of Financial Position and the Statement of Comprehensive Income, dealt with by the report are in agreement with the books of accounts.

Dated, Dhaka  
26 August, 2017



  
**Amal & Leena**  
Chartered Accountants



**Manab Unnayan Kendra**  
Amjupli, Meherpur  
**Consolidated Statement of Comprehensive Income**  
For the year ended June 30, 2017

<u>Particulars</u>	<u>FY 2016-2017</u>
<b><u>Income</u></b>	
Millennium Enterprise	227,104.00
Academy PF Fund	307.00
MUK PF Fund	472.00
Human Rights & Legal Assistance Rehabilitation Project	662,386.00
Welfare Fund	112,935.00
MUK Academy	1,795,771.00
Security & Mediation Program	3,281.00
Proyojon Project	1,133,151.00
General Account ✓	2,036,104.00
Shiri Program	959,311.00
VGD & Mother Welfare Project	577,200.00
Networking Project	591,620.00
WATSAN & Arsenic Metigation Project	3,850,000.00
Environment Unit	602,771.00
Prottasha Project	3,927,456.00
Quality Education Program	268,400.00
Microfinance	2,907,607.00
ICS Project	660,886.00
<b>Total Income</b>	<b><u>20,316,762.00</u></b>
<b><u>Expenditure</u></b>	
Millennium Enterprise	266,063.00
Academy PF Fund	200.00
MUK PF Fund	300.00
Human Rights & Legal Assistance Rehabilitation Project	686,500.00
Welfare Fund	97,591.00
MUK Academy	1,910,906.00
Security & Mediation Program	2,666.00
Proyojon Project	1,164,360.00
General Account	1,996,204.00
Shiri Program	858,663.00
VGD & Mother Welfare Project	528,082.00
Networking Project	585,619.00
WATSAN & Arsenic Metigation Project	3,845,905.00
Environment Unit	572,412.00
Prottasha Project	3,851,010.00
Quality Education Program	268,514.00
Microfinance	1,943,299.00
ICS Project	652,854.00
<b>Total Expenditure</b>	<b><u>19,231,148.00</u></b>
Excess of Income over Expenditure / (Expenditure over Income )	<u>1,085,614.00</u> ✓
<b>Total</b>	<b><u>20,316,762.00</u></b>


The annexed notes form an integral part of the Consolidated Statement of Comprehensive Income.

**Executive Director**  
Manab Unnayan Kendra

This is the Consolidated Statement of Comprehensive Income referred to in our separate report of even date.

Dated, Dhaka  
26 August, 2017



  
**Amal & Leena**  
Chartered Accountants



**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Consolidated Statement of Financial Position**

As at June 30, 2017

Properties and Assets	Notes	FY 2016-2017	FY 2015-2016
<b>Non-Current Assets</b>			
Property, Plant and Equipment	6.00	5,724,107.00	5,631,032.00
<b>Total Non-Current Assets</b>		<b>5,724,107.00</b>	<b>5,631,032.00</b>
<b>Current Assets:</b>			
Loan to Members	7.00	16,605,878.00	14,112,355.00
Short Term Investment -FDR	8.00	116,055.00	116,055.00
Other Loan-Short Term	9.00	1,042,362.00	816,362.00
Advance, Deposits & Prepayments	10.00	109,000.00	9,000.00
Lease of Land	11.00	30,000.00	30,000.00
Cash in hand	12.00	258,220.00	554,198.00
Cash at bank	13.00	726,771.00	607,972.00
<b>Total Current Assets</b>		<b>18,888,286.00</b>	<b>16,245,942.00</b>
<b>Total</b>		<b>24,612,393.00</b>	<b>21,876,974.00</b>
<b>Capital Fund and Liabilities</b>			
<b>Capital Fund</b>			
Cumulative Surplus	14.00	10,852,007.00	9,443,875.00
Capital Reserve Fund	15.00	787,729.00	691,298.00
<b>Total Capital Fund</b>		<b>11,639,736.00</b>	<b>10,135,173.00</b>
<b>Total Non Current Liabilities</b>		<b>-</b>	<b>-</b>
<b>Current Liabilities</b>			
Other loans-short term	16.00	3,739,893.00	3,389,893.00
Advance Account	17.00	39,450.00	39,450.00
Member Savings Deposits	18.00	4,311,548.00	3,651,373.00
Account Payables	19.00	156,412.00	-
Loan Loss Provision	20.00	447,964.00	987,840.00
Other Fund	21.00	4,277,390.00	3,673,245.00
<b>Total Current Liabilities</b>		<b>12,972,657.00</b>	<b>11,741,801.00</b>
<b>Total Capital Fund and Liabilities</b>		<b>24,612,393.00</b>	<b>21,876,974.00</b>

The annexed notes form an integral part of the Consolidated Statement of Financial Position.

**Executive Director**  
Manab Unnayan Kendra

This is the Consolidated Statement of Financial Position referred to in our separate report of even date.

Dated, Dhaka  
26 August, 2017



**Amal & Leena**  
Chartered Accountants



**Manab Unnayan Kendra**  
Amjuji, Meherpur  
**Consolidated Receipts and Payments Statement**  
For the year July 01, 2016 to June 30, 2017

<u>Particulars</u>	<b>FY 2016-2017</b> <b>Amount</b>
<b>Receipts</b>	
Opening Balance:	
Cash in hand	554,059.00
Cash at bank	511,606.00
<b>Sub-Total</b>	<b>1,065,665.00</b>
<b>Millennium Enterprise:</b>	
Loan Recovery	1,489,876.00
Savings Collection	60,525.00
Loan from ED	300,000.00
<b>Academy PF Fund:</b>	
Academy PF	28,520.00
<b>MUK PF Fund:</b>	
MUK PF Fund	205,283.00
<b>MUK Academy</b>	
Security Money Refund	40,000.00
<b>Security &amp; Mediation Program</b>	
Security Collection	207,000.00
Mediation Money Received	4,566,750.00
<b>Proyojon Project</b>	
Loan Recovery (Principal)	216,691.00
Loan Account (Naseda Akter Urmi)	50,000.00
Savings	86,920.00
Loan Risk Fund	3,100.00
<b>Shiri Program</b>	
Loan to ED	200,000.00
Micro Insurance	47,695.00
Savings Recovery	724,820.00
Shiri Loan Account Realization	9,383,199.00
<b>Microfinance</b>	
Loan Recovery	23,761,762.00
Savings Collection	2,223,984.00
Member Welfare Fund	252,260.00
<b>Sub-Total</b>	<b>43,848,385.00</b>
<b>Income:</b>	
Millennium Enterprise	227,104.00
Academy PF Fund	307.00
MUK PF Fund	472.00
Human Rights & Legal Assistance Rehabilitation Project	662,386.00
Welfare Fund	112,935.00
MUK Academy	1,795,771.00
Security & Mediation Program	3,281.00
Proyojon Project	1,133,151.00
General Account	2,036,104.00
Shiri Program	959,311.00
VGd & Mother Welfare Project	577,200.00
Networking Project	591,620.00
WATSAN & Arsenic Metigation Project	3,850,000.00
Environment Unit	602,771.00
Prottasha Project	3,927,456.00
Quality Education Program	268,400.00



**Particulars**

**FY 2016-2017  
Amount**

Microfinance	2,907,607.00
ICS Project	660,886.00
PVHT Project	466,400.00
<b>Sub-Total</b>	<b>20,783,162.00</b>
<b>Grand Total</b>	<b>65,697,212.00</b>

**Payments:**

**Millennium Enterprise:**

Loan Disbursement (Agriculture)	1,813,000.00
Savings Refund	21,025.00

**Academy PF Fund:**

Academy PF Refund	6,900.00
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**MUK PF Fund:**

Security Deposit to Women Affairs Department	100,000.00
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**Security & Mediation Program**

Mediation Money Refund	4,374,400.00
Security Money Refund	242,000.00

**Proyojon Project**

Loan Disbursement	791,473.00
Savings Refund	18,210.00

**Shiri Program**

Shiri Loan Disbursement	9,539,000.00
Loan to Local Fund	66,000.00
Loan to ED	200,000.00
Shiri Savings Refund	639,890.00

**Microfinance**

Loan Disbursement	25,226,000.00
Savings Refund	1,756,949.00
Loan to Local Fund	200,000.00
Welfare e Fund Refund	101,090.00

**Sub-Total**

**45,095,937.00**

**Expenditure:**

Millennium Enterprise	266,063.00
Academy PF Fund	200.00
MUK PF Fund	300.00
Human Rights & Legal Assistance Rehabilitation Project	686,500.00
Welfare Fund	97,591.00
MUK Academy	1,910,906.00
Security & Mediation Program	2,666.00
Proyojon Project	1,164,360.00
General Account	1,996,204.00
Shiri Program	858,663.00
VGD & Mother Welfare Project	528,082.00
Networking Project	585,619.00
WATSAN & Arsenic Metigation Project	3,845,905.00
Environment Unit	572,412.00
Prottasha Project	3,851,010.00
Quality Education Program	268,514.00
Microfinance	1,768,960.00
ICS Project	652,854.00
PVHT Project	464,426.00
<b>Sub-Total</b>	<b>19,521,235.00</b>





**Particulars**

**FY 2016-2017  
Amount**

**Proyojon Project**

Tubewell Installation

47,350.00

**VGD & Mother Welfare Project**

Furniture

45,725.00

**Sub-Total**

**93,075.00**

**Closing Balance:**

Cash in hand

258,220.00

Cash at bank

728,745.00

**Total**

**65,697,212.00**


The annexed notes form an integral part of the Consolidated Receipts and Payments Statement.

**Executive Director**

Manab Unnayan Kendra

This is the Consolidated Receipts and Payments Statement referred to in our separate report of even date.

Dated, Dhaka  
26 August, 2017

  
**Amal & Leena**  
Chartered Accountants



1	Department	Ministry of Social Welfare, Govt. of Bangladesh	Reg. No. & Date	27/08/17
2	Department	Ministry of Social Welfare, Govt. of Bangladesh	Reg. No. & Date	27/08/17
3	Department	Ministry of Social Welfare, Govt. of Bangladesh	Reg. No. & Date	27/08/17

## Manab Unnayan Kendra

### Notes to the Financial Statements For the Year Ended 30 June, 2017

#### a) Background of MUK:

It was 1995, the Government of Bangladesh and lot of giant and small scaled NGOs were launching various types of development projects in the country to combat all forms of poverty for human lives as well as the country by using million dollars and other resources. Remarkable positive changes were visible specially in the field of education, health, agriculture, communication and transportation, trade and commerce, per-capita income raised beyond expectation. Number of Millionaire increased dreadfully. Life expentory started increasing also. A fancy number of Politicians, think tankers, business magnets felt proud for this advancement. Within this golden moments, some rural, educated, young man evaluated this situation very critically and they found that the blessings of the country advancement failed to touch the lives of the majority people of rural poor, ethnic minority people and the women in general violation of human rights were normal and routine work by the power structure and the richest class. Due to partial and unbalanced development mechanism the poor become more poor, exploitation appeared vigorously in our country economy. To combat this injustice, exploitations and inhumanity for establishing a model democratic poverty free society in June, 01 1995 those young people of Hijuli village under the leadership of Asaduzzaman Selim formed a non-profitable, Non-Government organization named MUK, by honoring bill of human rights. All neglected children, women, youth ethnic and dalit community, socially vulnerable people will get development services from this organization and to work legally in this country MUK got registration from the Department of social welfare, Meherpur on 27.08.1997.

#### 2.00: Corporate Information of the Organization

Name of the PO - MFI		Manab Unnayan Kendra	
Year of Establishment		1997	
Legal Entity			
1.	Department	Directorate of Social Welfare of Govt. of Bangladesh.	
	Reg. No. & Date	Kushtia-223/97	Dated : 27/08/97
2			
2	Department	Micro credit Regulatory Authority (MRA)	
	Reg. No. & Date	Reg. 04615-00668-00686	Dated: 11/02/2013
3			
3	Department	Directorate of NGO Affairs Bureau of Govt. of Bangladesh.	
	Reg. No. & Date	Reg, No: 985	Dated: 25/11/2004





Statutory of Audit conducted up to	30 June, 2016
Name statutory auditor for last year	Amal & Leena
Name statutory auditor for current year	Amal & Leena
No. Executive Committee meeting held FY 2016-2017	7
Date of Last AGM held	31/06/17

**List or Executive Committee Members**

Sl. No.	Name	Qualification	Designation	Profession
1	Sharif Mostafa Helal	B.S.S (Hons) M.S.S (Dhaka University), PHD (Fellow)	President	Social Worker
2	Rasidul Islam	B.A (B.ed)	Vice-President	Teacher
3	Asaduzzaman Selim	B.S.S	Chief Executive	Development Worker
4	Md. Siful Islam	M.A	Joint Secretary	Social Worker
5	Bodoroduzzaman	M.A	Treasurer	Business
6	Fahima Khatun	Eight	Member	Housewife
7	Lotifon Nesa	H.S.C	Member	Social Worker

**Basis of preparation of Financial Statements****3. Basis of Accounting:**

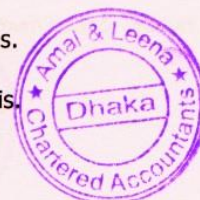
The Financial statements have been prepared on going concern assumption under historical cost convention on accrual basis except Service Charge, which accounted for on Cash basis under prudence concept.

**4.0 Summary of Significant Accounting Policies:****4.01: Currencies:**

The accounts are maintained and financial statements are prepared in Bangladesh Currency (Taka).

**4.02: Revenue Recognition:****(i) Interest Income:**

- Ø Service charges on loan are accounted for on cash basis.
- Ø Interest expenses has been recognized on cash basis.
- Ø Other expenses has been accounted for on accrual basis.





**(ii) Interest paid on Savings:**

Interest paid on savings @ 6% on cash basis at the end of the year on their savings and accounted for accordingly. TK.124995/-

**4.3 Fixed Assets and Depreciation:**

Fixed assets have been stated in the financial statements at written down value under historical cost convention.

**4.4 General:**

Figures are rounded off to the nearest Taka.

Previous year's figures are rearranged where even considered necessary to confirm to the current year's presentation.

**5.0 Significant Organizational Policies:**

**5.1 Loan loss provision:**

**Loan classification:**

- i) **Good loan (Standard):** Where the loan repayment period has not been expired and the installments are being paid as per repayment schedule the loan is treated as "Good Loan (Standard)".
- ii) **Watchful Loan:**  
Where the loan repayment period has not been expired but more than one installment has not been paid up to 30 days as per repayment schedule the loan is treated as "Watchful Loan".
- iii) **Sub-Standard Loan:** Where the loan repayment period has not been expired but more than one installment has not been paid up to 180 days as per repayment schedule the loan is treated as "Substandard loan".
- iv) **Doubtful loan:** If any loan is outstanding from 181 days after the expiry of the repayment date the loan is treated as "Doubtful loan".
- v) **Bad Loan:** If any loan is outstanding more than 365 days after the expiry of the repayment date, the loan is treated as "Bad Loan".

**Loan loss provisioning and written off Policy:**

Manab Unnayan Kendra makes a provision on loan loss half yearly. They create the provision on 1% on the Good loan (Standard), 5% on Watchful Loan, 25% on sub-Standard loan, 75% on doubtful loan and 100% on bad outstanding loan.

**5.2 Policy on Loan to Beneficiaries:**

Manab Unnayan Kendra's Microcredit program is operated by the rules and regulations provided by MRA. The Organization has collected service charges from beneficiaries at a flat of 14.00% per annum. The loan amount collected weekly and monthly basis.

**5.3 Policy on savings collection:**

- i) Savings are collected at Tk. 20 and above on weekly basis.
- ii) 6% interest will be paid to the member on yearly basis on their saving of minimum balance product method.





**Notes to the Financial Statements ( As on June 30 , 2017 )**

Notes	FY (2016-2017) (Taka)
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**6.00 Property, Plant and Equipment**

**Cost**

Opening Balance as on 01 July, 2016	5,631,032.00
Add: Purchase during this year	93,075.00
Less: Prior Year Adjustment (Adjusted with Vehicle Loan)	
Closing Balance as on 30 June, 2017	<u><u>5,724,107.00</u></u>

**Depreciation**

Opening Balance as on 01 July, 2016	1,990,941.00
Add: Depreciation Charged during the year	17,927.00
Less: Prior Year Adjustment (Adjusted with Capital Fund)	
Closing Balance as on 30 June, 2017	<u><u>2,008,868.00</u></u>

**Written down Value (As at June 30, 2017)**

3,715,239.00

**Detail in Fixed Assets Schedule (Annexure-01)**

**7.00 Loan to Members**

Opening Balance as on 01 July, 2016	14,112,355.00
Add: Transfer from UP	-
Add: Disbursement during the year	37,369,473.00
	51,481,828.00
Less: Transferred to (ME-GOB)	-
Less: Realized during the year	34,851,528.00
Less: Transferred to Service Charge	
Less: Loan written off	24,422.00
Closing Balance as on 30 June, 2017	<u><u>16,605,878.00</u></u>

**8.00 Short Term Investment -FDR**

Opening Balance as on 01 July, 2016	116,055.00
Add: Invested during the year	
	116,055.00
Less: Encashment during the year	-
Closing Balance as on 30 June, 2017	<u><u>116,055.00</u></u>

**9.00 Other Loan -Short Term**

Loan to Staff (Security Fund)	776,362.00
Loan to Local Fund	266,000.00
Closing Balance as on 30 June, 2017	<u><u>1,042,362.00</u></u>

**9.01 Loan to Staff (Security Fund)**

Opening Balance as on 01 July, 2016	816,362.00
Add: Addition during the year	-
Add: Prior Year Adjustment (Motor Vehicle Adjusted with Vehicle Loan)	-
	816,362.00
Less: Refunded during the year	40,000.00
Closing Balance as on 30 June, 2017	<u><u>776,362.00</u></u>





Notes	FY (2016-2017) (Taka)
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**9.02 Loan to Local Fund**

Opening Balance as on 01 July, 2016	-
Add: Addition during the year	266,000.00
Add: Prior Year Adjustment (Motor Vehicle Adjusted with Vehicle Loan)	-
	<b>266,000.00</b>
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<b>266,000.00</b>

**10.00 Advance, Deposits & Prepayments**

Advance School Rent	9,000.00
Security Deposit to Women Affairs Department	100,000.00
Closing Balance as on 30 June, 2017	<b>109,000.00</b>

**10.01 Advance School Rent**

Opening Balance as on 01 July, 2016	9,000.00
Add: Addition during the year	-
Add: Prior Year Adjustment (Motor Vehicle Adjusted with Vehicle Loan)	-
	<b>9,000.00</b>
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<b>9,000.00</b>

**10.02 Security Deposit to Women Affairs Department**

Opening Balance as on 01 July, 2016	-
Add: Addition during the year	100,000.00
Add: Prior Year Adjustment (Motor Vehicle Adjusted with Vehicle Loan)	-
	<b>100,000.00</b>
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<b>100,000.00</b>

**11.00 Land Lease**

Opening Balance as on 01 July, 2016	30,000.00
Add: Addition during the year	-
Add: Prior Year Adjustment (Motor Vehicle Adjusted with Vehicle Loan)	-
	<b>30,000.00</b>
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<b>30,000.00</b>

**12.00 Cash in hand**

**258,220.00**

**13.00 Cash at bank**

**726,771.00**

**14.00 Capital Fund (Cumulative Surplus)**

Opening Balance as on 01 July, 2016	9,443,875.00
Add: Excess of income over expenditure	1,085,614.00
Add: Excess LLP Adjusted with Fund Account	515,454.00
	11,044,943.00
Less: Transferred to Capital Reserve Fund	96,431.00
Less: Phase out Project Separated (Closing Cash & Bank)	96,505.00
Closing Balance as on 30 June, 2017	<b>10,852,007.00</b>





Notes	FY (2016-2017) (Taka)
<b>15.00 Statutory Reserve Fund</b>	
Opening Balance as on 01 July, 2016	691,298.00
Add: Reserve Created during the year	-
Add: Transferred from Surplus	96,431.00
Closing Balance as on 30 June, 2017	<u>787,729.00</u>
<b>16.00 Other loans-short term</b>	
Loan from ED	605,000.00
Loan from Staff	52,900.00
Loan from EC	175,000.00
Loan from BRCT	2,856,993.00
Loan from Naseda Akter Urmi	50,000.00
Closing Balance as on 30 June, 2017	<u>3,739,893.00</u>
<b>16.01 Loan from ED</b>	
Opening Balance as on 01 July, 2016	305,000.00
Add: Received during the year	500,000.00
	805,000.00
Less: Refunded during the year	200,000.00
Closing Balance as on 30 June, 2017	<u>605,000.00</u>
<b>16.02 Loan from Staff</b>	
Opening Balance as on 01 July, 2016	52,900.00
Add: Received during the year	-
	52,900.00
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<u>52,900.00</u>
<b>16.03 Loan from EC</b>	
Opening Balance as on 01 July, 2016	175,000.00
Add: Received during the year	-
	175,000.00
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<u>175,000.00</u>
<b>16.04 Loan from BRCT</b>	
Opening Balance as on 01 July, 2016	2,856,993.00
Add: Received during the year	-
	2,856,993.00
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<u>2,856,993.00</u>
<b>16.05 Loan from Naseda Akter Urmi</b>	
Opening Balance as on 01 July, 2016	-
Add: Received during the year	50,000.00
	50,000.00
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<u>50,000.00</u>





Notes	FY (2016-2017) (Taka)
<b>17.00 Advance Account</b>	
Opening Balance as on 01 July, 2016	39,450.00
Add: Received during the year	-
	39,450.00
Less: Refunded during the year	-
Closing Balance as on 30 June, 2017	<u><b>39,450.00</b></u>
<b>18.00 Group Member Savings Deposit</b>	
Opening Balance as on 01 July, 2016	3,651,373.00
Add: Received during the year	3,096,249.00
Add: Interest Adjusted with Savings	-
	6,747,622.00
Less: Refunded during the year	2,436,074.00
Less: Adjustment	-
Closing Balance as on 30 June, 2017	<u><b>4,311,548.00</b></u>
<b>19.00 Accounts Payable</b>	
<b>Provision for Interest on Savings</b>	
Opening Balance as on 01 July, 2016	-
Add: Addition during the year	156,412.00
Less: Adjusted with Capital Fund	-
Closing Balance as on 30 June, 2017	<u><b>156,412.00</b></u>
<b>20.00 Loan Loss Provision Fund</b>	
Opening Balance as on 01 July, 2016	987,840.00
Add: Provision during the year	-
Less: Provision Adjusted during the year	515,454.00
Less: Provision Adjusted for write off loan	24,422.00
Closing Balance as on 30 June, 2017	<u><b>447,964.00</b></u>
<b>21.00 Other Fund</b>	
Depreciation Reserve Fund	2,008,868.00
Member Welfare Fund	1,008,769.00
Staff Security Fund	678,400.00
Provident Fund	389,003.00
Mediation Money	192,350.00
Closing Balance as on 30 June, 2017	<u><b>4,277,390.00</b></u>
<b>21.01 Depreciation Reserve Fund</b>	
Opening Balance as on 01 July, 2016	1,990,941.00
Add: Addition during the year	17,927.00
Less: Adjusted with Capital Fund	-
Closing Balance as on 30 June, 2017	<u><b>2,008,868.00</b></u>
<b>21.02 Member Welfare Fund</b>	
Opening Balance as on 01 July, 2016	806,804.00
Add: Received during the year	303,055.00
Less: Refunded during the year	101,090.00
Closing Balance as on 30 June, 2017	<u><b>1,008,769.00</b></u>





Notes	FY (2016-2017) (Taka)
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### 21.03 Staff Security Fund

Opening Balance as on 01 July, 2016	713,400.00
Add: Received during the year	207,000.00
Less: Refunded during the year	242,000.00
Closing Balance as on 30 June, 2017	<u>678,400.00</u>

### 21.04 Provident Fund

Opening Balance as on 01 July, 2016	162,100.00
Add: Received during the year	233,803.00
Less: Refunded during the year	6,900.00
Closing Balance as on 30 June, 2017	<u>389,003.00</u>

### 21.05 Mediation Money

Opening Balance as on 01 July, 2016	-
Add: Received during the year	4,566,750.00
Less: Refunded during the year	4,374,400.00
Closing Balance as on 30 June, 2017	<u>192,350.00</u>





**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Schedule of Fixed Assets**  
**As on 30 June, 2017**

Sl. No		Particulars	Cost			Depreciation					Net Book Value 30.06.2017	
			As at 01 July, 2016	Addition during the year	Disposal	As at 30 June, 2017	Rate	As at 01 July, 2016	Charged during the year	Disposal		As at 30 June, 2017
1		Furniture	593,557.00	45,725.00		639,282.00	10%	248,202.00	5906.00		254,108.00	385,174.00
2		Building	2,531,552.00			2,531,552.00	5%	761,915.00			761,915.00	1,769,637.00
3		Vehicle	551,200.00			551,200.00	15%	422,181.00			422,181.00	129,019.00
4		Television	8,000.00			8,000.00	10%	5,117.00			5,117.00	2,883.00
5		Generator	49,310.00			49,310.00	15%	33,362.00			33,362.00	15,948.00
6		Equipments	54,200.00			54,200.00	10%	41,902.00			41,902.00	12,298.00
7		Motor Cycle	477,025.00			477,025.00	15%	316,476.00	5016.00		321,492.00	155,533.00
8		Computer	192,812.00			192,812.00	10%	123,323.00	5932.00		129,255.00	63,557.00
9		Bi-Cycle	22,440.00			22,440.00	10%	13,602.00	1073.00		14,675.00	7,765.00
10		Camera	9,300.00			9,300.00	10%	2,520.00			2,520.00	6,780.00
11		Fan	15,336.00			15,336.00	10%	3,665.00			3,665.00	11,671.00
12		Multimedia	67,300.00			67,300.00	15%	18,676.00			18,676.00	48,624.00
13		Land	1,059,000.00			1,059,000.00	0%	-			-	1,059,000.00
14		Tubewell	-	47,350.00		47,350.00	15%	-			-	47,350.00
		<b>Total</b>	<b>5,631,032</b>	<b>93,075</b>	<b>-</b>	<b>5,724,107</b>	<b>10.10%</b>	<b>1,990,941</b>	<b>17,927</b>	<b>-</b>	<b>2,008,868</b>	<b>3,715,239</b>





**Manab Unnayan Kendra**

Amjupi, Meherpur

**Project Name: Millennium Enterprise**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:	
Cash in hand	41,300.00
Cash at bank	788.00
Loan Recovery	1,489,876.00
Savings Collection	60,525.00
Loan from Credit Program	30,000.00
Loan from Security & Mediation Project	135,000.00
Loan from MUK PF Fund	105,000.00
Loan from Academy PF Fund	15,000.00
Loan from ED	300,000.00
Service Charge Collection	222,654.00
Member Admission Fee	460.00
Loan Application Form Fee	3,990.00

**Total Receipts**

**2,404,593.00**

**Payments**

**FY 2016-2017  
Amount**

Loan Disbursement (Agriculture)	1,813,000.00
Savings Refund	21,025.00
Loan to Shiri Project	200,000.00
Loan to General Fund	100,000.00
Interest on Bank Loan	129,072.00
Overhead Cost	65,000.00
Entertainment	1,339.00
Consultancy Fees	4,000.00
Photocopy	2,396.00
Repairing & Maintenance	16,367.00
Rice Seed Purchase	3,190.00
Miscellaneous Expense	38,699.00
Paddy & Wheat Planting Machine Purchase	3,000.00
Rice husking Machine Purchase	3,000.00

**Closing Balance:**

Cash in hand	1,340.00
Cash at bank	3,165.00

**Total**

**2,404,593.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: Academy PF Fund**  
**Receipts and Payments Statement**  
For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

Academy PF

Bank Interest

-  
10,206.00

28,520.00

307.00

**Total Receipts**

**39,033.00**

**Payments**

**FY 2016-2017  
Amount**

Loan to Millennium Enterprise Program

Academy PF Refund

Bank Charge

**Closing Balance:**

Cash in hand

Cash at bank

**Total**

15,000.00

6,900.00

200.00

1,900.00

15,033.00

**39,033.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: MUK PF Fund**  
**Receipts and Payments Statement**  
For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017**  
**Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

MUK PF Fund

Bank Interest

22,491.00

205,283.00

472.00

**Total Receipts**

**228,246.00**

**Payments**

**FY 2016-2017**  
**Amount**

Loan to Millennium Enterprise Project

105,000.00

Security Deposit to Women Affairs Department

100,000.00

Bank Charge

300.00

**Closing Balance:**

Cash in hand

7,407.00

Cash at bank

15,539.00

**Total**

**228,246.00**





**Manab Unnayan Kendra**

Amjupi, Meherpur

**Project Name: Human Rights & Legal Assistance Rehabilitation Project**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:	
Cash in hand	27,549.00
Cash at bank	885.00
Seperation Registry Fees	104,350.00
Negotiation Account (Family)	66,390.00
Application (Female)	22,350.00
Application (Children)	950.00
Application (Male)	15,480.00
Date Change Fees	3,200.00
DBBL Commission	13,900.00
Certificate Charge	17,100.00
General Mutual Fees	2,000.00
Case Rejection Fees	2,700.00
Child Living Expense	3,700.00
Other Fees	2,515.00
Donation (MLAA)	210,140.00
Donation (GNNPF)	45,211.00
Donation (BRCT)	123,000.00
Donation (General)	26,000.00
Miscellaneous	3,400.00

**Total Receipts**

**690,820.00**

**Payments**

**FY 2016-2017  
Amount**

Salary & Allowances	331,348.00
Stamp (Non-Judicial)	23,250.00
Seperation Registry Fees	22,200.00
Printing & Stationery	1,643.00
Postage & Telephone	240.00
Travelling & Transportation	2,500.00
Bank Charge & Commission	380.00
National Women Violence Protection Forum	8,797.00
Service Charge	187.00
GNNPF Program	13,896.00
Education Equity Establishment	79,749.00
Medical Treatment & Rehabilitation of Victims	90,735.00
Legal Aid	68,940.00
Mutual Expense	40,325.00
Miscellaneous	2,310.00

**Closing Balance:**

Cash in hand	-
Cash at bank	4,320.00

**Total**

**690,820.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: Welfare Fund**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:	
Cash in hand	2,446.00
Cash at bank	1,857.00
Welfare Fund	6,630.00
Donation	32,094.00
Staff Training Fees	1,300.00
Administrative Fine	1,340.00
Cycle Stand	15,240.00
Certificate Charge	500.00
Training Fee	1,400.00
Absent Deduction	34,400.00
Bag Sale	3,120.00
Scholarship Exam Fee (Amjupi Academy)	6,500.00
Scholarship Exam Fee (Baradi Academi)	4,350.00
Scholarship Exam Fee (Pirojpur Academy)	4,850.00
Scholarship Exam Fee (Mille..... Academy )	150.00
Bank Interest	261.00
Miscellaneous	800.00

**Total Receipts**

**117,238.00**

**Payments**

**FY 2016-2017  
Amount**

Salary & Allowances	1,000.00
Photocopy	1,184.00
Repairing & Maintenance	3,486.00
Donation	28,772.00
Entertainment	3,624.00
Scholarship Exam Fee	27,103.00
Bank Charge & Commission	300.00
Salary (Transportation)	2,000.00
Honorarium	1,200.00
Miscellaneous	28,922.00

**Closing Balance:**

Cash in hand	-
Cash at bank	1,170.00
	18,477.00
<b>Total</b>	<b>117,238.00</b>



**Manab Unnayan Kendra**  
Amjupi, Meherpur

Project Name: MUK Academy

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017**  
**Amount**

**Receipts**

Opening Balance:

Cash in hand

100,444.00

Cash at bank

3,976.00

**Amjupi Academy:**

Loan from Baradi Academy

886.00

Tution Fee (Student)

1,033,910.00

Admission Fee (Student)

600.00

Bank Interest

385.00

Session Charge (Student)

40,700.00

Donation

40,640.00

Exam Fees (Student)

33,610.00

Syllabus Purchase

3,860.00

**Sub-Total**

**1,154,591.00**

**Baradi Academy:**

Tution Fee (Student)

337,700.00

Admission Fee (Student)

6,140.00

Session Charge (Student)

24,950.00

Donation

9,147.00

Exam Fees (Student)

22,355.00

**Sub-Total**

**400,292.00**

**Pirojpur Academy:**

Loan from .....

35,725.00

Tution Fee (Student)

233,675.00

Exam Fees (Student)

4,830.00

**Sub-Total**

**274,230.00**

**Millennium Model Academy:**

Donation ED

1,069.00

Tution Fee (Student)

2,200.00

Security Money Refund

40,000.00

**Sub-Total**

**43,269.00**

**Total Receipts**

**1,976,802.00**



**5,825,986.00**



## Payments

### **Amjupi Academy:**

Loan to Pirojpur Academy	4,825.00
Loan to Baradi .....	13,500.00
Loan to Pirojpur .....	900
Samary (Academy Staff)	1,171,830.00
Overhead Cost	13,000.00
Repairing & Maintenance	23,404.00
Bank Charge & Commission	829.00
Registration Fees	14,000.00
Printing & Stationery	34,135.00
Electricity Bill	6,025.00
Syllabus Purchase	1,704.00
Miscellaneous	17,037.00
<b>Sub-Total</b>	<b>1,301,189.00</b>

### **Baradi Academy:**

Loan to Amjupi Academy	886.00
Loan to Baradi .....	7,500.00
Samary (Academy Staff)	314,600.00
House Rent	42,000.00
Honorarium (Night Gaurd)	300.00
Office Maintenance	2,170.00
Overhead Cost	10,000.00
Travelling & Transportation	2,600.00
Printing & Stationery	18,543.00
Bank Charge & Commission	115.00
Repairing & Maintenance	20,975.00
Miscellaneous	11,440.00
<b>Sub-Total</b>	<b>431,129.00</b>

### **Pirojpur Academy:**

Loan to Pirojpur Paribahan Sector	9,000.00
Samary (Academy Staff)	137,650.00
Donation (Transport Sector)	2,609.00
Printing & Stationery	2,540.00
<b>Sub-Total</b>	<b>151,799.00</b>

### **Millennium Model Academy:**

Samary (Academy Staff)	23,400.00
Office Rent	40,000.00
<b>Sub-Total</b>	<b>63,400.00</b>

### **Closing Balance:**

Cash in hand	34.00
Cash at bank	29,251.00

### **Total**

**1,976,802.00**



**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: Security & Mediation Program**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

226,005.00

Cash at bank

1,580.00

Security Collection

207,000.00

Mediation Money Received

4,566,750.00

Bank Interest

3,281.00

**Total Receipts**

**5,004,616.00**

**Payments**

**FY 2016-2017  
Amount**

Loan to General Fund

100,000.00

Loan Account (Dutch Bangla)

27,000.00

Loan Account (Millennium Enterprise)

35,000.00

Mediation Money Refund

4,374,400.00

Security Money Refund

242,000.00

Bank Charge & Commission

300.00

Donation (Welfare Fund)

2,366.00

**Closing Balance:**

Cash in hand

106,234.00

Cash at bank

117,316.00

**Total**

**5,004,616.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur

Project Name: Proyojon Project

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

<u>Particulars</u>	<u>FY 2016-2017</u> <u>Amount</u>
<b>Receipts</b>	
Opening Balance:	
Cash in hand	35,950.00
Cash at bank	742.00
Loan Recovery (Prottasha)	150,000.00
Loan Recovery (Principal)	216,691.00
Loan Account (Naseda Akter Urmi)	50,000.00
Loan Account (General Fund)	524,500.00
Loan Account (Micro Credit)	50,000.00
Savings	86,920.00
Loan Risk Fund	3,100.00
Khata Sale	57,999.00
Uniform Sale	52,640.00
Socks/Moja Sale	1,190.00
Book Sale	155,454.00
Cap Sale	895.00
Sweet Packet Sale	40,031.00
Photocopy	81,209.00
Dairy Sale	7,708.00
Shoe Sale	7,400.00
File Sale	11,645.00
Pad Sale	9,282.00
Academy Exam Fee	75,080.00
Food	268,260.00
Lose Sheet Sale	2,300.00
Trinomul Anusandhani Advertisement	36,000.00
Tayloring Trainer Fee	4,800.00
Tie & Soulder	6,385.00
Donation (SOWAB)	159,500.00
Bag Sale	3,500.00
Commission (DBBL)	25,141.00
Picture Print	8,755.00
Staff Training	7,600.00
Bank Interest	1,711.00
Miscellaneous	20,802.00
Admission Fees	205.00
Snacks	61,270.00
Service Charge	26,089.00
Pass Book	65.00
Member Renewal Fees	20.00
Sale of loan form	215.00
<b>Total Receipts</b>	<b>2,251,054.00</b>



**Manab Unnayan Kendra**  
Amjupi, Meherpur  
**Project Name: General Account**  
**Receipts and Payments Statement**  
For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017**  
**Amount**

**Receipts**

Opening Balance:	
Cash in hand	6,938.00
Cash at bank	61,916.00
Loan Account (ICS)	200,000.00
Loan Account (Security & Mediation)	169,500.00
Loan Account (Micro Credit)	50,000.00
Overhead Cost	656,000.00
Donation (ALRD-Idcol-BNF)	1,144,274.00
Absent Deduction	8,674.00
Resident Seat Rent	87,250.00
Multimedia Rent	35,300.00
Micrbus Rent	52,430.00
Hall Room Rent	24,500.00
Food	1,720.00
Cycle Stand	1,330.00
Bank Interest	388.00
Recruitment Processing Fee	300.00
Snacks	5,000.00
Miscellaneous	18,938.00

**Total Receipts**

**2,524,458.00**

**Payments**

Loan Account (Credit, Meherpur)	350,000.00
Loan Account (Mille--- Enterprise)	50,000.00
Loan Account (VGD)	12,000.00
Salary & Allowances	946,800.00
Bank Charge & Commission	3,882.00
Travelling & Transport	150.00
Stationery	32,070.00
Dish Bill	1,800.00
Entertainment	7,620.00
Electricity Bill	12,861.00
Fuel	24,848.00
Tree Plantation	100,450.00
Postage & Telephone	11,316.00
Miscellaneous	97,585.00
Consultancy Fees	23,000.00
Repairing & Maintenance	29,734.00
Office Maintenance	14,070.00
Donation (BNF Salish)	420,607.00
Snacks	1,791.00
Donation (ICS)	132572
Food	16000
ALRD--BNF Project Implementation exp	114,148.00
Honorarium	4,900.00

**Closing Balance:**

Cash in hand	53,706.00
Cash at bank	62,548.00

**Total**

**2,524,458.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur  
**Project Name: Shiri Program**  
**Receipts and Payments Statement**  
For the year July 01, 2016 to June 30, 2017

**Particulars**

**Receipts**

Opening Balance:	
Cash in hand	20,488.00
Cash at bank	59,968.00
Loan to MFP	150,000.00
Loan to ED	200,000.00
Loan to Millennium Enterprise	200,000.00
Loan to ICS Project	17,500.00
Loan to DDMB	40,000.00
Micro Insurance	47,695.00
Savings Recovery	724,820.00
Shiri Loan Account Realization	9,383,199.00
Service Charge	938,321.00
Sale of Loan Form	17,400.00
Admission Fees	2,260.00
Sale of Pass Book	1,130.00
Bank Interest	200.00

**Total Receipts**

**FY 2016-2017  
Amount**

**11,802,981.00**

**Payments**

Shiri Loan Disbursement	9,539,000.00
Loan to Local Fund	66,000.00
Loan to ICS Project	17,500.00
Loan to ED	200,000.00
Loan to MFP	400,000.00
Loan to DBBL	80,000.00
Shiri Savings Refund	639,890.00
Overhead Cost	75,000.00
Salary & Allowances	633,000.00
Repairing & Maintenance	29,025.00
Conveyance	16,510.00
Printing & Stationery	3,025.00
Telephone, Fax, Mobile, Postage	1,350.00
Electricity, Gas & Water Bill	10,444.00
Vehicle Fuel	2,110.00
Office Rent	50,000.00
Bank Charge & Commission	1,270.00
Social Activities	2,000.00
Honorarium	2200
Other Expense	22729
Grants	10,000.00

**Closing Balance:**

Cash in hand	43.00
Cash at bank	1,885.00

**Total**

**11,802,981.00**



**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: VGD & Mother Welfare Project**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

-

-

Donation from Women Affairs Beaurio

577,200.00

**Total Receipts**

**577,200.00**

**Payments**

**FY 2016-2017  
Amount**

Salary & Allowance

348,000.00

Conveyance

54,000.00

Office Rent

48000

Electricity

4,800.00

Printing

15,638.00

Stationery

3,835.00

Photocopy

1,734.00

Staff Orientation

4,982.00

Meeting & Workshop

35,388.00

Training

11,705.00

Furniture

45725

**Closing Balance:**

Cash in hand

-

Cash at bank

3,393.00

**Total**

**577,200.00**





# Manab Unnayan Kendra

Amjupi, Meherpur

Project Name: Networking Project

## Receipts and Payments Statement

For the year July 01, 2016 to June 30, 2017

### Particulars

**FY 2016-2017**  
**Amount**

#### Receipts

Opening Balance:

Cash in hand

Cash at bank

Donation (ALRD)

MUK Contribution

Donation (WAVE Foundation)

Donation (BSAF)

Donation (AOC)

Donation (CDD)

Donation (HIV/HIV Net)

Donation (Bandhu Social Welfare Society)

94,445.00

25,000.00

50,000.00

62,175.00

50,000.00

150,000.00

50,000.00

110,000.00

#### Total Receipts

**591,620.00**

### Payments

**FY 2016-2017**  
**Amount**

Salary & Allowance

Day Observation

Instruments (Protibondhi)

Food Rights Day Observation

Victims Medical & Rehabilities

PTA SMC Standing Committee

Bandhu Society Program Implementation

Round Table Meeting against Trafficking

55,000.00

61,145.00

149815

48,997.00

62,346.00

49,891.00

108,312.00

50,113.00

#### Closing Balance

Cash in hand

Cash at bank

6,001.00

#### Total

**591,620.00**



**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: WATSAN & Arsenic Metigation Project**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

Donation (NGOF)

Donation (Drink Well))

1,850,000.00

2,000,000.00

**Total Receipts**

**3,850,000.00**

**Payments**

**FY 2016-2017  
Amount**

Salary

Printing & Stationery

RWHS Repairing & Maintenance

Conveyance

Courtyard Meeting

Seminer

Advicacy Meeting

Street Drama

Arsenic Water Treatment Plant Installation

Arsenic Patient Treatment

Photocopy

Postage & Telephone

987,450.00

14,923.00

168,805.00

36,000.00

226,191.00

94,947.00

65,228.00

78,955.00

1,988,348.00

173,725.00

7,918.00

3,415.00

**Closing Balance:**

Cash in hand

Cash at bank

4,095.00

**Total**

**3,850,000.00**





**Manab Unnayan Kendra**  
Amjupi, Meherpur

**Project Name: Environment Unit**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:	
Cash in hand	1,526.00
Cash at bank	1,000.00
Loan Recovery (Credit)	200,000.00
Loan Account (Milon)	45,000.00
Chula Sales	163,000.00
Bank Interest	1,063.00
Donation(GIZ)	435,008.00
Trinomul Anusandhani Client Fees	2,550.00
Trinomul Anusandhani Advertisement	1,150.00

**Total Receipts**

**850,297.00**

**Payments**

**FY 2016-2017  
Amount**

Loan Account (General Fund)	200,000.00
Loan Account (Milon)	40,500.00
Salary & Allowance	317,500.00
Chula Production	175,812.00
Conveyance	3,075.00
Advocacy Forum (Bandhu Kallyan)	19,127.00
Postage & Telephone	4,035.00
Printing & Stationery	5,010.00
Miscellaneous	12,813.00
Entertainment	1,877.00
Bank Charge & Commission	400.00
Overhead Cost	32,000.00
Donation (Welfare Fund)	763.00

**Closing Balance:**

Cash in hand	35,622.00
Cash at bank	1,763.00

**Total**

**850,297.00**



**Manab Unnayan Kendra**

Amjupi, Meherpur

**Project Name: Prottasha Project**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

-  
281,737.00

Grants Received from CAMPE

3,927,456.00

**Total Receipts**

**4,209,193.00**

**Payments**

**FY 2016-2017  
Amount**

Developed baseline and coordinate ex post valuation

283,764.00

Facilitate school level annual accountability planning

161,668.00

Efficiency of the development of education

903,379.00

Facilitate Social audit initiative of community education

336,360.00

Facilitate CEWG yearly review and reflection meeting

137,729.00

Sponsor CEWG Partnership management cost

1,360,444.00

Education Fair

576,775.00

CEWG annual planning meeting

42,536.00

Sharing Meeting on Watch group activities

47,720.00

Bank Charge

635.00

**Closing Balance:**

Cash in hand

-

Cash at bank

358,183.00

**Total**

**4,209,193.00**





**Manab Unnayan Kendra**

Amjupi, Meherpur

**Project Name: Quality Education Program**

**Receipts and Payments Statement**

For the year July 01, 2016 to June 30, 2017

**Particulars**

**FY 2016-2017  
Amount**

**Receipts**

Opening Balance:

Cash in hand

Cash at bank

3,215.00

Grants from Bangladesh NGO Foundation

250,000.00

MUK Contribution

18,400.00

**Total Receipts**

**271,615.00**

**Payments**

**FY 2016-2017  
Amount**

Study Material Purchase

14,900.00

Other Materials Purchase

17,935.00

Admission Assistance in Secondary Level

**25,102.00**

Meeting & Honorarium

110,000.00

Admission Assistance in Primary Level

22,455.00

Prize Giving

9,985.00

Salary Allowance

60,000.00

Follow-up & Communication

4,800.00

Reporting & Documentation

2,137.00

1,200.00

**Closing Balance:**

Cash in hand

Cash at bank

3,101.00

**Total**

**271,615.00**



# Manab Unnayan Kendra

Amjupi, Meherpur

Name of Program: Microfinance

## Receipts and Payments Statement

For the year July 01, 2016 to June 30, 2017

### Particulars

**FY 2016-2017**  
**Amount**

### Receipts

Opening Balance:	
Cash in hand	91,413.00
Cash at bank	61,245.00
Loan Recovery	23,761,762.00
Savings Collection	2,223,984.00
Loan from General Account	906,000.00
Loan from SHIRI Program	400,000.00
Member Welfare Fund	252,260.00
Service Charge Collection	2,894,932.00
Admission Fee	2,725.00
Loan Application Form Fee	7,225.00
Pass Book Sale	2,725.00
Others Income	-

### Total Receipts

**30,604,271.00**

### Payments

Loan Disbursement	25,226,000.00
Savings Refund	1,756,949.00
Loan Refunded to General Fund	1,075,500.00
Loan Refunded to SHIRI Program	150,000.00
Loan to DBBL Program	200,000.00
Loan to Millenium Program	30,000.00
Loan to Proyojin Fund	50,000.00
Loan to Local Fund	200,000.00
Welfare e Fund Refund	101,090.00
Interest on Savings	124,995.00
Salary & Allowances	1,352,500.00
Honorarium	2,300.00
Bank Charge	4,050.00
Printing & Stationery	15,747.00
Entertainment	1,990.00
Postage & Telephone	26,700.00
Travelling & Conveyance	75,890.00
Gas, Water & Electricity	47,057.00
Fuel Cost	16,257.00
Monitoring & Audit	13,000.00





# Manab Umayan Kendra

Amal & Leena

Chartered Accountants

## Particulars

FY 2016-2017

Amount

## Payments

Repairing & Maintenance	11,250.00
MRA Registration Renewal Fee	5,000.00
Overhead Cost	45,000.00
Consultancy Fee	-
Training	2,500.00
Donation & Contribution	10,000.00
VAT & Tax	750.00
Miscellaneous	13,974.00

Fixed Deposit Reserve (FDR)-Capital Reserve

Furniture & Fixtures

## Closing Balance:

Cash in hand	34,514.00
Cash at bank	11,258.00
<b>Total</b>	<b>30,604,271.00</b>

## Receipts

Salary & Allowance	175,400.00
Gratuity & Provident	3,400.00
Interest	45,100.00
Dividend	10,000.00
Charitable Contribution	30,000.00
Gifts	2,700.00
Interest on Loans	41,100.00
Staff Contributions	2,500.00
Loan Proceeds	25,000.00
Grants & Subsidies	271,700.00
Photocopy	1,000.00
Postage & Telephone	1,100.00

## Closing Balance:

Cash in hand	8,000.00
Cash at bank	8,000.00

## Total



## Manab Unnayan Kendra

Amjupi, Meherpur

Project Name: ICS Project

### Receipts and Payments Statement

For the year July 01, 2016 to June 30, 2017

#### Particulars

**FY 2016-2017  
Amount**

#### **Receipts**

Opening Balance:

Cash in hand

Cash at bank

Donation(IDCOL)

Chula Sales

Staff Training fees

Income from Cycle Stand

Hall Room Rent

Resident Seat Fare

Miscellaneous Income

238,186.00

316,250.00

15,700.00

5,750.00

47,500.00

25,500.00

12,000.00

#### **Total Receipts**

**660,886.00**

#### Payments

**FY 2016-2017  
Amount**

Salary & Allowance

Printing & Stationery

Jari jan

Conveyance

Courtyard Meeting

Miking

School Program

Staff Orantation

Grup Meeting

Chula Production

Photocopy

Postage & Telephone

176,400.00

2,823.00

45,348.00

6,000.00

39,729.00

3,700.00

41,713.00

7,186.00

55,691.00

271,738.00

1,372.00

1,154.00

#### **Closing Balance:**

Cash in hand

Cash at bank

8,032.00

#### **Total**

**660,886.00**





## Manab Unnayan Kendra

Amjupi, Meherpur

**Project Name: Protecting Victims of Human Trafficking in Bangladesh (PVHT)**

### Receipts and Payments Statement

For the year July 01, 2016 to June 30, 2017

#### Particulars

**FY 2016-2017  
Amount**

#### **Receipts**

Opening Balance:

Cash in hand

Cash at bank

-

-

Grants Received from PVHT

466,400.00

#### **Total Receipts**

**466,400.00**

#### Payments

**FY 2016-2017  
Amount**

#### **Direct Assistance to Male Victims of Human Trafficking**

Setting up small business/entrepreneurship  
(tea stall, grocery shop, fruit stall, small roadside café etc.

298,285.00

Rescue/Legal Aid Service

25,000.00

Lives & Livelihood Skill Development Training

12,424.00

Psychosocial Counselling Service

9,880.00

Technical & Vocational Education

14,000.00

Primary Treatment Support for Victims

8,985.00

#### **Anti-Trafficking and awareness Raising Activities**

Project Inception Meeting

5,945.00

Local Newspaper Advertisement and Campaign

7,000.00

Protecting Human Trafficking Fair

14,561.00

Local Cable TV Advertisement and Campaign

6,500.00

Identification of Camping Male Victims of Human Trafficking door to door

11,940.00

#### **Administrative Cost**

Staffs Partial Salary

36,000.00

Communication (Phone, Internet & Courier)

4,800.00

Local Travel

6,120.00

Office Supplies (Pen, File, Folder etc.)

2,986.00

#### **Closing Balance:**

Cash in hand

-

Cash at bank

1,974.00

#### **Total**

**466,400.00**

