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কাজী জহির খান এন্ড কোং
KAZI ZAHIR KHAN & CO.
Chartered Accountants
Since 1980

Associated Firm of

EHK Consulting
Always adding value

Alo Bhubon Trust

House: B-66, Road: E/4, Eastern Housing, Pallabi, Mirpur-11 ½, Dhaka-1216

Independent Auditors' Report & FD-4

on

Financial Statements

of

***Capacity Building of Cancer Care Professionals by Training Program: A
Comprehensive Approach for Cancer Management***

Implemented by: Alo Bhubon Trust

Funded by: Global Access to Cancer Care Foundation, USA

for the year ended 31 March, 2023

Head Office:

Home Town Apartments (Flat-C, Level-15),
87, New Eskaton Road, Dhaka-1000.
Tel: 02-48319757, Mobile: 01713-013955
E-mail: kzkc48@gmail.com
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Branch Office:

Sultana Tower (Level-12), 2 No. Kalabagan,
Mirpur Road, Dhanmondi, Dhaka-1205.
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Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation, USA

for the year ended 31 March, 2023

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First Phase

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INDEPENDENT AUDITORS' REPORT TO THE MANAGEMENT OF ALO BHUBON TRUST

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of "Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management", a project of Alo Bhubon Trust financed by Global Access to Cancer Care Foundation which comprise the Statement of Financial Position as at 31 March, 2023 and the Statement of Comprehensive Income, Statement of Receipts & Payments, Notes to the Financial Statements for the year from 01 April, 2022 to 31 March, 2023 including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of "Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management", a project of Alo Bhubon Trust as at 31 March, 2023 and of its financial performance for the year then ended in accordance with International Financial Reporting Standards (IFRSs) and other applicable laws and regulations.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the financial statements section of our report. We are independent of the Organisation in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) and we have fulfilled our other ethical responsibilities in accordance with the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements that give a true and fair view in accordance with IFRSs as explained in note 1.00 to 2.00 and for such internal control as management determines in necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error. The applicable laws and regulations require the management to ensure effective internal audit, internal controls and risk management functions of the entity.

In preparing the financial statements, management is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organisation or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Statements

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



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Mobile: 01726-339892,
e-mail: mahmudkzkebd@gmail.com
mdettekharali@gmail.com



Independent Auditors' Report (Continued)

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

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

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

Report on Other Regulatory Requirements

In accordance with relevant circulars issued by NGO Affairs Bureau under Prime Minister's Office and other 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 and made due verification thereof;
- b) In our opinion, proper books of account as required by law have been kept by the organization so far as it appeared from our examination of those books;
- c) the Statement of Financial Position and the Statement of Comprehensive Income dealt with by the report are in agreement with books of accounts; and
- d) that its budget was duly approved by the NGO Affairs Bureau, Government of the People's Republic of Bangladesh, vide its Memo No. 03.07.0000.657.68.636.2021-141 dated 17 February, 2022 and 03.07.0000.657.68.636.2021-488 dated 29 June, 2022 budgeted amount was for Tk. 2,114,440 and foreign donation received in Bangladeshi Currency amounting to Tk. 2,199,307.

Dated: Dhaka
11 June, 2023


KAZI ZAHIR KHAN & CO.
Chartered Accountants.
DVC: 2306110915AO542926
Abdulla-Al-Mahmud FCA, FCMA, FCS, LL.B, CISA
Engagement Partner (Enrolment No. 0915)

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**Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach
for Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation, USA**

**Statement of Financial Position
as at 31 March, 2023**


<u>Particulars</u>	<u>Notes</u>	<u>as at 31 March 2023 Taka</u>
<u>Current assets</u>		
Cash and cash equivalents	3.00	76,212
Total assets		76,212
<u>Fund and liabilities</u>		
Unutilized donor fund	4.00	76,212
Current Liabilities		
Provision for expenses	5.00	-
Total fund and liabilities		76,212

The accounting policies and other notes form an integral part of the financial statements.


Accountant

Prof. Dr. Hasin Anupama Azhari
General Secretary
Alo Bhubon Trust (ABT)

Dated: Dhaka
11 June, 2023


General Secretary
Prof. Dr. Hasin Anupama Azhari
General Secretary
Alo Bhubon Trust (ABT)

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


KAZI ZAHIR KHAN & CO.
Chartered Accountants
DVC: 2306110915AO542926
Abdulla-Al-Mahmud FCA, FCMA, FCS, LL.B, CISA
Engagement Partner (Enrolment No. 0915)



Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for
Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation, USA

Statement of Comprehensive Income
for the year ended 31 March, 2023

<u>Particulars</u>	<u>Notes</u>	for the year from 01 April, 2022 to 31 March, 2023 <u>Taka</u>
Income		
Grant realized as income		2,123,095
Total		2,123,095
Expenditure		
Staff related expenditure	7.00	1,200,000
Hands on workshop for skilled manpower in cancer treatment	8.00	238,648
In-service training for skilled personnel in cancer treatment	9.00	532,441
E-learning program	10.00	107,123
Others	11.00	44,883
Total		2,123,095

The accounting policies and other notes form an integral part of the financial statements.


Accountant


General Secretary
Prof. Dr. Hasin Anupama Azhari
General Secretary
Alo Bhubon Trust (ABT)

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

Dated: Dhaka
11 June, 2023


KAZI ZAHIR KHAN & CO.
Chartered Accountants
DVC: 2306110915AO542926
Abdulla-Al-Mahmud FCA, FCMA, FCS, LL.B, CISA
Engagement Partner (Enrolment No. 0915)



Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for
Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation, USA


Statement of Receipts & Payments
for the year from 01 April, 2022 to 31 March, 2023

<u>Particulars</u>	<u>Notes</u>	for the year from 01 April, 2022 to 31 March, 2023 <u>Taka</u>
<u>Receipts</u>		
Opening balance		-
Cash at bank		-
Cash in hand		-
Grant received from Global Access to Cancer Care Foundation, USA	6.00	2,199,307
Total		2,199,307
<u>Payments</u>		
Staff related expenditure	7.00	1,200,000
Hands on workshop for skilled manpower in cancer treatment	8.00	238,648
In-service training for skilled personnel in cancer treatment	9.00	532,441
E-learning program	10.00	107,123
Others	11.00	44,883
Total payments		2,123,095
Closing balance:		76,212
Cash in hand	3.00	76,212
Cash at bank	3.00	-
Total		2,199,307

The accounting policies and other notes form an integral part of the financial statements.



Accountant

 Prof. Dr. Hasin Anupama Azman
General Secretary
Alo Bhubon Trust (ABT)

This is the Statement of Receipts & Payments
referred to in our report of even date.

Dated: Dhaka
11 June, 2023


KAZI ZAHIR KHAN & CO.
Chartered Accountants
DVC: 2306110915AO542926
Abdulla-Al-Mahmud FCA, FCMA, FCS, LL.B, CISA
Engagement Partner (Enrolment No. 0915)



**Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for
Cancer Management**

Implemented by: Alo Bhubon Trust

Funded by: Global Access to Cancer Care Foundation, USA

**Notes to the Financial Statements
for the year ended 31 March, 2023**

1.00 Background:

1.01 Legal Status:

Alo Bhubon Trust is a voluntary organisation established in 2019 and registered under the Societies Registration Act, 1860 bearing Registration No. S-13071/2019, dated 27-01-2019. The Organisation is also Registered under Foreign Donations (Voluntary Activities) Regulation Ordinance Act, 2016 with Registration No. 3259 dated 07-01-2021 with the registration dated 07-01-2021 under NGO Affairs Bureau, GOB and valid till 06-01-2031.

1.02 About the project:

"Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management" is implemented by Alo Bhubon Trust with due approval from NGO Affairs Bureau of Bangladesh (NGOAB) vide letter no. 03.07.0000.657.68.636.2021-141 dated 17.02.2022. The project is implementing at Mirpur and Pallabi of Dhaka district. The project will implement various training programs to create skilled manpower for cancer treatment. Which is Bangladesh Government's National Cancer Control Strategy and Action Plan 2009-2015, SDG goal 3 (Good Health & Well-being) and will play a special role in fulfilling SDG-goal 4 (Quality Education). This is a 01 (one) years project started from 01 April, 2022 and ended on 31 March, 2023. The project is financed by Global Access to Cancer Care Foundation-USA.

1.03 Objective of the project:

The main activities as approved by the NGOAB for the project through FD-6 are as follows:

Alo Bhubon Trust, the Organization will establish a children's home with the aim of providing training to the next generation of healthcare professionals and a variety of training opportunities for all individuals involved in cancer care (oncologists, medical physicists, nurses and other providers).

Organizing regular seminars, conferences and training programs in collaboration with national and international organizations.

Working with the National Cancer Control Strategy and Planning Plan 2009-2001 to reduce the incidence of cancer.

Improving the quality of life of cancer patients.

Training of healthcare professionals by foreign experts to ensure safe and effective use of medical equipment.

1.04 Management:

The affairs of "Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management", a project of Alo Bhubon Trust has been managed by the Programme Manager.

1.05 Scope of audit:

We confirm that our examination on the books of account and other records of the project have been carried out in conformity with the generally accepted auditing standards and accordingly included such tests and examination as we considered necessary and found feasible under the circumstances. The scope of our examination includes checking of the cash transactions and verification of cash and bank balances.

2.00 Summary of significant accounting policies:

2.01 Basis of accounting:

The financial statements have been prepared under the historical cost convention. Cash basis of accounting has been followed in recording and reporting the transactions. However accrual basis of accounting is adopted in case of audit fees.

2.02 Basis of presentation of financial statements:

Financial statements presentation follows the recommendations and formats provided by Alo Bhubon Trust at Mirpur, Pallabi and also conforms with respective International Accounting Standards, both in face and disclosures.

2.03 Recognition of grant income:

International Accounting Standard (IAS) 20 "Accounting for Government Grants and Disclosure of Government Assistance" has been followed for recognition of foreign donation.

Foreign donation has been recognized using the income approach whereby grant income is matched against the related costs, which they are intended to compensate.

2.04 Method of bookkeeping:

Alo Bhubon Trust is maintaining books for this project through manual system using Excel.

2.05 Fixed assets and depreciation:

There are no fixed assets under the ownership of the project.

2.06 Cash and cash equivalents:

Cash and cash equivalents comprises of cash in hand and cash at bank that are readily convertible to a known amount of cash and subject to insignificant risk to change in value.

2.07 Income:

The main source of income during the period was grant received from Global Access to Cancer Care Foundation, USA.

2.08 Expenditure:

The main head of expenditure was Running Costs of the Project. Details are shown in Statement of Comprehensive Income.

2.09 Reporting currencies and level of precision:

The figures in the financial statements represent Bangladeshi Taka currency and rounded off to the nearest Taka except where indicates otherwise.

2.10 Reporting period:

The financial statements cover the year from 01 April, 2022 to 31 March, 2023.

<u>Notes</u>	<u>Particulars</u>	<u>as at 31 March,</u> <u>2023</u> <u>Taka</u>
3.00	Cash and cash equivalents:	
	Cash in hand	76,212
	Cash at bank	
	Dutch Bangla Bank Limited, Satmosjid Road Br., A/C No. 1711100015108	-
	Dutch Bangla Bank Limited, Satmosjid Road Br., A/C No. 1711100016194	-
	Total	<u><u>76,212</u></u>

The Bank balances have been confirmed and reconciled with respective Bank statements.

4.00	Unutilized donor fund:	
	Opening balance	-
	Add: Fund received during the year	<u>2,199,307</u>
		2,199,307
	Less: Transferred to realization of income	<u>2,123,095</u>
	Closing balance	<u><u>76,212</u></u>

5.00	Provision for expenses:	
	Opening Balance	-
	Add: Received during the year	<u>-</u>
		-
	Less: Refunded during the year	<u>-</u>
	Closing Balance	<u><u>-</u></u>

Notes Particulars

**for the year from
01 April, 2022 to
31 March, 2023
Taka**

6.00 Grant received from Global Access to Cancer Care Foundation, USA:

The project has obtained approval of the NGO Affairs Bureau on 17 February and 29 June, 2022 for the release of fund amounting to Tk. 2,114,440. The Project received foreign donation through Current Account No. Dutch Bangla Bank Limited, Satmosjid Road Branch, A/C No. 1711100015108, Dhaka is as follows:

<u>Date</u>	
04-05-2022	1,705,000
10-11-2022	494,307
Total	<u>2,199,307</u>

Amount equivalent to total expenditure incurred for the period has been recognized as grant income for the year according to International Accounting Standard (IAS)-20.

7.00 Staff related expenditure:

Programme manager	360,000
Administrative officer	360,000
Junior officer	240,000
Accountant	144,000
Junior accountant	96,000
Total	<u>1,200,000</u>

8.00 Hands on workshop for skilled manpower in cancer treatment:

Conveyance of trainees	35,961
Hotel of trainees	50,869
Lunch of trainees	22,198
Dinner of trainees	8,979
Tea-Brake of trainees	7,432
Kits of trainees	1,996
Certificate/crest	1,222
Vanue	90,000
Banner	3,991
Accreditation	16,000
Total	<u>238,648</u>

9.00 In-service training for skilled personnel in cancer treatment:

Foreign trainer round trip	168,787
Local conveyance for foreign trainer	124,858
Residence of foreign trainer	214,200
Lunch for foreign trainer	17,743
Dinner of foreign trainer	1,743
Tea-brake of trainees	4,110
Crest for foreign trainer	1,000
Total	<u>532,441</u>

Notes Particulars

for the year from
01 April, 2022 to
31 March, 2023
Taka

10.00 E-Learning Program:

Accreditation	8,181
E-learning platform creating and maintaining	42,575
Speaker honorarium	40,000
Moderator honorarium	14,400
Mobile bill and conveyance	1,967
Total	107,123

11.00 Others:

Bank charges	4,883
Audit fees	40,000
Total	44,883

12.00 Unutilized Grant:

Opening balance	-
Add: Received during the year	2,199,307
	<u>2,199,307</u>
Less: Spent during the year	2,123,095
Closing Balance	76,212

13.00 Others:

FD-4 along with **Annexure A-1** showing utilization of fund and notes there on for the reasons of budget variation during the year is attached to this report.

**Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive
Approach for Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation**

for the year ended 31 March, 2023

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Second Phase**

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FD-4 Form
Certificate issued by CA Firm

I undersigned is certifying that our CA Firm, Kazi Zahir Khan & Co., Chartered Accountants has completed the audit of Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management of below mentioned organization's project for the Year from 01 April, 2022 to 31 March, 2023. During the Audit, required books of accounts, bill, voucher and necessary evidence have been verified. According to the audited financial statements, relevant information are as follows:

1. Name of the NGO : **Alo Bhubon Trust**
2. Registration Number : 3259
3. Address (with telephone number, website & email) : Alo Bhubon Trust
House: B-66, Road: E/4, Eastern Housing,
Pallabi, Mirpur-11.5, Dhaka-1216
Phone: 8801711841063
Website: www.alobhubon.org
E-mail: alobhubon@gmail.com
4. Name and duration of the project : **Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management** for the year from 01 April, 2022 to 31 March, 2023. (01 year)
5. Audit period of the project : 01 April, 2022 to 31 March, 2023.
6. Opening balance of the period : Taka Nil
7. Foreign donation received during the audit period : Taka **2,199,307.00**
8. Foreign donation utilized during audit period : Taka **2,123,095.00**
9. Balance of unutilized foreign donation at the end of audit period : Taka **76,212.00**

FD-4(1) statement has been prepared appropriately as per line items of approved budget of the NGO Affairs Bureau.

Declaration

I hereby declaring that I have read all the related rules and regulations and all the information in the Statement of Expenditure found true and accurate.

Date: 11 June, 2023
Place: Dhaka

KAZI ZAHIR KHAN & CO.
Chartered Accountants

DVC: 2306110915AO542926
Abdulla-Al-Mahmud FCA, FCMA, FCS, LL.B, CISA
Engagement Partner (Enrolment No. 0915)
Sultana Tower (Level-12), 2 No. Kalabagan,
Mirpur Road, Dhanmondi, Dhaka-1205.

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Annexure-A-1

1. Name of the organization: Alo Bhubon Trust
 2. Project name: Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management
 3. Funded by: Global Access to Cancer Care Foundation, USA
 4. Project approval no. & date: 03.07.0000.657.68.636.2021-141 dated 17 February, 2022
 5. Fund clearance no. & date: 03.07.0000.657.68.636.2021-488 dated 29 June, 2022
 6. Project Period: for the year from 01 April, 2022 to 31 March, 2023
 7. Reporting Period: for the year from 01 April, 2022 to 31 March, 2023
 8. Total Project Amount: Tk. 2,114,440.00
 9. Total Fund Clearance Amount: Tk. 2,114,440.00
 10. Project Area: Mirpur, Pallabi under Dhaka District

Sl. no.	Head of expenditure	Amount as per approved budget	Amount actually spent	Balance	Variance in percentage	Reason for variation
		Taka	Taka	Taka	%	
1	Staff Related expenditure					
	Salary of Program Manager	360,000	360,000	-	0%	
	Salary of Admin. Officer	360,000	360,000	-	0%	
	Salary of Junior Officer	240,000	240,000	-	0%	
	Salary of Accountant	144,000	144,000	-	0%	
	Salary of Junior Accountant	96,000	96,000	-	0%	
	Sub-Total	1,200,000	1,200,000	-	0%	
2	Hands on Workshop for Skilled Manpower in Cancer Treatment					
	Conveyance of Trainees	36,000	35,961	39	0%	
	Hotel of Trainees	51,000	50,869	131	0%	
	Lunch of Trainees	22,500	22,198	302	1%	
	Dinner of Trainees	9,000	8,979	21	0%	
	Tea-Brake of Trainees	7,500	7,432	68	1%	
	Kits of Trainees	2,000	1,996	4	0%	
	Certificate / Creest	1,250	1,222	28	2%	
	Vanue	90,000	90,000	-	0%	
	Banner	4,000	3,991	9	0%	
	Accreditation	16,000	16,000	-	0%	
	Sub-Total	239,250	238,648	602	0%	
3	In-Service Training for Skilled Personnel in Cancer Treatment					
	Foreign Trainer Round Trip	152,240	168,787	(16,547)	-11%	a
	Local Conveyance for Foreign Trainer	124,950	124,858	92	0%	
	Residence of Foreign Trainer	214,200	214,200	-	0%	
	Lunch for Foreign Trainer	17,850	17,743	107	1%	
	Dinner of Foreign Trainer	17,850	1,743	16,107	90%	
	Tea-Brake of Trainees	4,200	4,110	90	2%	
	Creest for foreign Trainer	1,000	1,000	-	0%	
	Sub-Total	532,290	532,441	(151)	0%	
4	E-Learning Program					
	Accreditation	10,000	8,181	1,819	18%	
	E-Learning Platform Creating and Manitaining	32,000	42,575	(10,575)	-33%	a
	Speaker Honoraium	40,000	40,000	-	0%	
	Moderator Honoraium	14,400	14,400	-	0%	
	Mobile Bill and Conveyance	4,000	1,967	2,033	51%	
	Sub-Total	100,400	107,123	(6,723)	-7%	
5	Others	42,500	44,883	(2,383)	-6%	a
	Expenditure incurred from foreign donations	2,114,440	2,123,095	152	0%	

**Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach
for Cancer Management
Implemented by: Alo Bhubon Trust
Funded by: Global Access to Cancer Care Foundation**

**Notes to FD-4
for the year ended 31 March, 2023**

1. Reconciliation of unutilized fund with closing balance of FD-4:

Particulars	for the year from 01 April, 2022 to 31 March, 2023
	Taka
Opening balance	-
Grant received during the year	2,199,307
Foreign fund available	2,199,307
Less: Expenses during the year	2,123,095
Grant unutilized as at 31 March, 2023	76,212

2. Reconciliation of Statement of Comprehensive Income with Statement of Receipts & Payments:

Particulars	for the year from 01 April, 2022 to 31 March, 2023
	Taka
Total Expenses as per Statement of Comprehensive Income	2,123,095
Less: Provision made during the year	-
Total grant payments as per Statement of Receipts & Payments	2,123,095



Date 11 June, 2023

Report as per condition prescribed by NGO Affairs Bureau

We have audited the financial statements of "Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management", a project of Alo Bhubon Trust the year ended 31 March, 2023 and has issued our report thereon dated 11 June, 2023. Our observation in compliance with the conditions laid down in the Circular No. 03.07.2666.657.43.253.17-619 dated 31-01-2022 issued from the NGO Affairs Bureau, Prime Minister's Office, Government of the People's Republic of Bangladesh are listed below:

Condition-1

Requirement:

During the audit of NGOs, the audit firms should perform their duties with maximum responsibility and independently. Report should be prepared using the Format of Excel/Access Software.

Observations and comments:

We have conducted in accordance with International Standards of Auditing (ISA) and maintain strictly the "IFAC Code of Ethics" according to which reasonable steps have been taken to identify circumstances that could pose a conflict of interest. We have also complied with the terms and conditions of the audit procedure and using the Format of Excel/Access Software.

Condition-2

Requirement:

During the audit of NGOs, the audit firm will check whether the NGOs complied with the procedures prescribed for NGOs in The Foreign Donations (Voluntary Activities) Regulation Act, 2016 and whether the project has been implemented and expenses incurred properly as per the terms of approval of the Form FD-6/Form FD-7.

Observations and Comments:

Our audit revealed that Alo Bhubon Trust had complied with all applicable rules, regulations and procedures. Alo Bhubon Trust also implemented the project and incurred expenses properly as per terms of approval of the Form FD-6.



Branch Office:

Sultana Tower (Level-12), 2 No. Kalabagan
Mirpur Road, Dhamondi, Dhaka-1205.
Mobile: 01726-339892.
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mddefekharah@gmail.com

Condition-3

Requirement:

The audit firm, along-with their audit report, must have to issue a certificate on foreign donation receipts and expenses related matter in separate form FD-4 and Annexure-A-1 as prescribed by the Bureau. All information regarding foreign donation must be based on cash basis not accrual basis. That's mean no amount will be shown as negative or receivable regarding the foreign donation. Total amount will be disclosed when difference will be made between the FD-4 and actual expenses. Details item wise break-up and reason of difference will be disclosed at annexure-A/1 between approved budget and actual expenses. Annexure-A/1 must reflect the approved project's budget and its details items must be followed by Annexure-C.

Observations and Comments:

Format FD-4 and Annexure-A-1 as prescribed by the Bureau in respect of foreign donations are duly enclosed. Details of the receipts and expenses from these are shown in the Statement of Receipts & Payments of the Report.

Condition-4

Requirement:

Separate audit report will be made for every project and report should correspond relevant project year basis (highest 12 months). Local income/donation earned by the project if any should be shown separately and opinion should be given on the source of local donation as per stated in The Foreign Donations (Voluntary Activities) Regulation Act, 2016.

Observation and Comments:

Separate audit report was made for each project. During the year, the project didn't earn any contribution from other projects.

Condition-5

Requirement:

The project background and its activities in short must be stated in the audit report. The audit report also mention the name of the project, total project year, memo no. and date of project approval letter, amount released by NGO Affairs Bureau, amount released (mentioning instalment), foreign donation received, whether the foreign donation received in mother account before clearance, year of audit, area of the project, number of beneficiaries and date of the appointment letter of audit firm.

Observation and Comments:

Project briefing & main activities are described under note no 1 & 2 of the accounts. Other information is given below:

SI. No.	Particulars	Details
1)	Date of the appointment letter for conducting the audit by CA firm	07/05/2023
2)	Name of the project	Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management
3)	Total project period	01 year from 01 April, 2022 to 31 March, 2023
4)	Memo no. and date of project approval letter	03.07.0000.657.68.636.2021-141 dated 17 February, 2022

Sl. No.	Particulars	Details
5)	Fund clearance memo no. and date	03.07.0000.657.68.636.2021-141 dated 17 February, 2022 and 03.07.0000.657.68.636.2021-488 dated 29 June 2022.
6)	Amount released (mentioning instalment)	Tk. 2,114,440.00 (two instalment)
7)	Foreign donation received	Tk. 2,199,307.00 (two instalment)
8)	Whether the foreign donation received in mother account before clearance	No
9)	Year of audit	from 01 April, 2022 to 31 March, 2023
10)	Area of the project	Mirpur, Pallabi under Dhaka District.
11)	Number of beneficiaries	100 medical Physicst.

A Statement of Receipts & Payments Account has been prepared in conformity with the receipts and payments line items of ledger maintained by Alo Bhupon Trust There is no difference between line items of ledger and that of the FD-4 and related Annexure-A-1.

Condition-6

Requirement:

Balance Sheet, Income & Expenditure Account and Receipts & Payments Account to be part of the audit report and those must be signed by the authority of the NGO. If no balance sheet is needed for a particular project then reason should be disclosed. Receipts & Payments Account should be prepared in conformity with the Receipts & Payments line items of ledger maintained by NGOs. If there is any contingencies or others line items then details allocation of expenses must be stated.

Observations & Comments:

Statement of Financial Position, Statement of Comprehensive Income and Statement of Receipts & Payments are enclosed with report.

Condition-7

Requirement:

Each page of the audit report of the NGO should contain page number, name, designation and signature of proper authority and common seal of the audit firm. But in case of Audit Report, Balance Sheet, Accounts Statement, FD-4 Certificate and Report as per TOR must contain full signature of the Auditor. At the below of the full signature of the Auditor, the full name of the signatory, designation and enrolment number should be mentioned. Audit report of NGOs contains the following items:

First phase:

- Audit Report with scope, opinion etc.;
- Balance Sheet;
- Income & Expenditure Account/Statement;
- Receipts & Payments Account/Statement;
- Notes to the Financial Statements;
- Schedule/Annexure/Other Statement.

Second Phase:

- FD-4 Certificate;
- Annexure A/1;
- Notes to FD-4 (if any);
- Report as per TOR of NGO Affairs Bureau maintaining the serial number of conditions.

Observations & Comments:

The audit report has been duly prepared following the prescribed conditions of the TOR.

Condition-8

Requirement:

For multi-year project, whether audit of last year was made and sent to the NGO Affairs Bureau that should be mentioned in the report. The auditors should also mention whether audit was made in case of ongoing that means same project name in the last year or same project and sent to the NGO Affairs Bureau.

Observations & Comments:

This is an 01 year project and we Kazi Zahir Khan & Co., Chartered Accountants are the first term Auditor.

Condition-9

Requirement:

After completion of audit, one copy of audit report (original) is sealed and envelope should be sent directly to the Director General (Grade-1), NGO Affairs Bureau, Dhaka.

Observations & Comments:

One copy of audit report in sealed envelope is sent directly to the Director General (Grade-1), NGO Affairs Bureau.

Condition-10

Requirement:

The Organization has to mention first Registration Number with date and last Renewal date from NGO Affairs Bureau.

Observations & Comments:

Alo Bhubon Trust is a voluntary organisation established in 2019 and registered under the Societies Registration Act, 1860 bearing Registration No. S-13071/2019, dated 27-01-2019. The Organisation is also Registered under Foreign Donations (Voluntary Activities) Regulation Ordinance Act, 2016 with Registration No. 3259 dated 07-01-2021 with the registration dated 07-01-2021 under NGO Affairs Bureau, GOB and valid till 06-01-2031.

Condition-11

Requirement:

According to Rule-9 of the Foreign Donation (Voluntary Activities) Regulation Act, 2016 all foreign donation should be received through only one bank account. whether NGO dealt all kinds of foreign donations in only one bank account or not? If it is dealt with more than one bank then the name of such banks along with account no. and amount to be specified.

Observations & Comments:

Alo Bhupon Trust received foreign donations for the Project "Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management" through Dutch-Bangla Bank Limited, Satmasjid Road Branch, Plot # 47, Road # 9/A, Dhanmondi R/A Dhaka-1209, Bangladesh. A/C No. 17111000015108.

Condition-12

Requirement:

Donation received by approved bank, its account (mother account) no., bank name, branch, how much donation received along with detail particulars of donor to be furnished to NGO Affairs Bureau. Relevant project bank account no, bank name, branch and balance of account should be stated. Auditor should give opinion whether the bank reconciliation of both mother account and project accounts are correct or wrong.

Observations & Comments:

We have observed the foreign donation has been received in one bank account, which details are as follows:

<u>Sl. No.</u>	<u>Particulars</u>	<u>Observations</u>
1	NGO Approved Bank Account Number	A/c No. 17111000015108
2	Bank name	Dutch-Bangla Bank Limited
3	Branch	Satmasjid Road Branch, Plot # 47, Road # 9/A, Dhanmondi R/A Dhaka-1209
4	Donation received	Tk. 2,199,307.00
5	Date of donation received	04-05-2022 and 10-11-2022
6	Name of Donor	Global Access to Cancer Care Foundation-USA

After received the foreign donation in the mother account, fund has been transferred to project bank account according to actual need. The details of project bank account are as follows:

<u>Sl. No.</u>	<u>Particulars</u>	<u>Observations</u>
1	Project Bank Account Number	A/C No. 1711100016194
2	Bank name	Dutch-Bangla Bank Limited
3	Branch	Satmasjid Road Branch, Plot # 47, Road # 9/A, Dhanmondi R/A Dhaka-1209
4	Date of donation received	05-05-2022 & 11-11-2022
5	Closing balance	Tk. Nil.

Bank reconciliation of both mother account and project accounts have been done properly.

Condition-13

Requirement:

If any donation is received in kinds then its proper valuation to be made and the said amount to be included in the receipt of donation as per FD-4 (either separate or combined) and to furnish its use and details of balances as per FD-5.

Observations & Comments:

No donation was received in the form of goods.

Condition-14

Requirement:

Interest/exchange gain earned on donation to be specified separately in the statement of accounts and for its use whether the NGO obtained approval from NGO Affairs Bureau or not, it is to be mentioned in the report. The above bank interest is not refundable to Donour Agencies. In case of need, it will be expensed in another project by NGO.

Observations & Comments:

Donations from the donor have been received in local currency as such no exchange gain on foreign donations has been earned.

Condition-15

Requirement:

As per Rule-12 of the Foreign Donations (Voluntary Activities) Regulation Act, 2016 whether books of account, cash book, bank book, ledger, stock register, asset register and other register of NGO are maintained properly under double entry system of book keeping or not.

Observations & Comments:

It is observed that NGO Accounts that is Cash Book, Bank Book, Ledger, Stock Register, Asset Register and other Register are maintained under the double entry Accounting System as mentioned under Rule-12 of the Foreign Donations (Voluntary Activities) Regulations Act, 2016.

Condition-16

Requirement:

Whether the foreign aid projects (previous projects) implemented by NGOs have revolving credit funds (RLF) are being kept as individual /project-based donor funds, or an account is being maintained at all and the accounts are being audited separately every year, It must be mentioned. If the aggregate account of the Foreign Grants (RLF) is not kept separately and the loan is disbursed from the audited project, the service charges received should be mentioned as receipt.

Observations & Comments:

As reported by the management of the Organization, the Organization did not involve in Revolving Loan Fund (RLF) during the year of our audit.

Condition-17

Requirement:

For implementation of Micro Credit Program, is there any certificate from Micro Credit Regulatory Authority of concerned NGO to be mentioned.

Observations & Comments:

Alo Bhubon Trus does not conduct any Micro Credit Program and therefore license from Micro Credit Authority is not required.

Condition-18

Requirement:

If donations are spent in foreign currency then detail particulars to be mentioned.

Observations & Comments:

No amount was paid in foreign currency against foreign donations in this project.

Condition-19

Requirement:

If expenses in any head exceeded the budget or adjustment has been made to other head or whether expenses in unapproved head is adjusted with approved head or not and if so the such excess expenses has been approved by the NGO Affairs Bureau or not.

Observations & Comments:

Favourable and unfavourable variances both took place. Objective and for variance have been explained in Annexure-A/1. There were no instance of excess expenditure of one head adjusted with other head and unbudgeted expenditure adjusted with budgeted expenditure.

Condition-20

Requirement:

Whether the salary of the employees/staff and other expenses over Tk. 10,000 are paid through bank cheque or cash to be mentioned.

Observations & Comments:

Salary over Tk. 10,000 of the employees/staff and other expenses were paid through bank cheque. But in some cases, program expenses over Tk. 10,000 transactions were made through cash where necessary.

Condition-21

Requirement:

If project has been implemented by taking loan then the information about the source of loan, prior approval of NGO Affairs Bureau and approval of Executive Committee to be disclosed.

Observations & Comments:

No loan was taken for implementation of the project.

Condition-22

Requirement:

Whether any member of the general body and/or executive committee of the organization take any salary or honorarium. If takes, then details to be specified with information of Executive Committee approval. In other case if, Chief Executive of the NGO takes salary/remuneration from the project under audit or other project then details to be specified.

Observations & Comments:

No salary or honorarium taken by any member of general body and/or executive committee.

Condition-23

Requirement:

The auditors should mention whether Internal control system of the organization is satisfactory or not.

Observations & Comments:

It is observed that the overall internal control system of the organization is quite satisfactory.

Condition-24

Requirement:

If any money remitted and/or transferred to the donor agency then whether approval has been taken from NGO Affairs Bureau, details of that to be mentioned.

Observations & Comments:

No money remitted and/or transferred to the donor agency.

Condition-25

Requirement:

Whether necessary Revenue Stamp fixations, VAT/Advance Income Tax are deducted from bill/voucher in the name of the project as per National Board of Revenue (NBR) that is Government Rules and deducted VAT/IT is properly deposited to the national exchequer-Auditor should give opinion on that issue. How much money was deposited as VAT & IT that should be disclosed.

Observations & Comments:

Necessary Revenue Stamp has been affixed and VAT & Advance Income Tax has been deducted and deposited to the national exchequer as per Government Rules by the management of the organization. Details are given in **Annexure-B** with the report.

Condition-26

Requirement:

As per Income Tax Ordinance, 1984 whether the organization submitted income tax return to National Board of Revenue as Legal Entity in every fiscal year or not? At the same time if any foreigner engaged in the Organization whether they paid regular Income Tax or not and whether their income tax return have been completed for the last income year that should be disclosed. As VAT and IT is the most important issue, for this full information must be given by the respective Firm and NGO.

Observations & Comments:

Yes, Alo Bhubon Trus submitted income tax return to National Board of Revenue every fiscal year as Legal Entity. Organization has foreign employees and foreign employees have paid income tax regularly and last year's income tax file has been settled.

Condition-27

Requirement:

Whether any Income Generating Activities-IGA under the Organization's Project or not? If any, then mention the name of IGA and whether the imposed income tax are paid or not? Or, income tax exemption certificate is collected from the NBR authority or not. Audit firm has to give opinion in this matter.

Observations & Comments:

There is no Income Generating Activities-IGA under the Project.

Condition-28

Requirement:

If any officer/employee/member of executive committee or general body of the organization made foreign tour by utilizing foreign donation in air ticket/any other benefits then whether the approval of NGO Affairs Bureau regarding the such tour has been taken or not. It's description to be given.

Observations & Comments:

No foreign travel was made under this project during the year.

Condition-29

Requirement:

If there is any fixed assets/documents/deed of house rent/donated land/car or other assets in the name of organization/project in the report, then the schedule of the same to be attached.

Observations & Comments:

The project has no fixed assets during the year.

Condition-30

Requirement:

If any fixed assets/current assets purchased by the project were sold or transferred, then it should be disclosed whether those are approved by the NGO Affairs Bureau or not.

Observations & Comments:

During the year under audit there is no such incidence.

Condition- 31

Requirement:

Whether the Audit Firm has submitted Management Letter to the Management after completion of Audit of the concerned Project of the NGO mentioning the irregularity/illegal expenses/unauthorized expenses/expenses beyond the budget and one copy of such report will be sent to Deputy Director (I&A) with the audit report. If there is no needed for such type of report that should be mentioned.

Observations & Comments:

We have issued a management letter and a copy of the management letter has been forwarded to the Deputy Director (Inspection & Audit of the NGO Affairs Bureau).

Condition-37

Requirement:

Whether the terms of the project approval has been properly followed and the audit firm give detailed opinion with approval/certificate/related documents whether the local administration has been involved in the implementation of the project.

Observations & Comments:

Yes, the terms of the project approval has been properly followed by Alo Bhubon Trust and submitted FD-6 of the project to Local Administration. In case of project implementation, Alo Bhubon Trust management interact with Local Administration.

Condition-38

Requirement:

Whether the audit activities have been performed within the stipulated time; If not, the logical reason for this to be mentioned.

Observations & Comments:

The audit activities have been performed within the stipulated time.

Condition-39

Requirement:

DVC (Data Verification Code) to be mentioned in the Audit Report.

Observations & Comments:

DVC (Data Verification Code) has been mentioned in the Audit Report.



KAZI ZAHIR KHAN & CO.

Chartered Accountants.

DVC: 2306110915AO542926

Abdulla-Al-Mahmud FCA, FCMA, FCS, LL. B, CISA

Engagement Partner (Enrolment No. 0915)

Date: 11 June, 2023

Enlistment Serial No-64

Renewal Memo No. 03.07.2666.657.43.253.17-619 dated 31-01-2022



Capacity Building of Cancer Care Professionals by Training Program: A Comprehensive Approach for Cancer Management
 Implemented by: Ajo Bhudson Trust
 Funded by: Global Access to Cancer Care Foundation, USA
 Statement of Deductible, Deducted and Outstanding Amount of VAT/IT
 as at 31 March, 2023

Sl. No.	Head of A/C as per annex A/1	Total Expenses	Deductible Amount		Deducted Amount		Deposited amount to Government Exchequer		Outstanding amount		Challan No		Date	Bank Name & Date
			VAT	Tax	VAT	Tax	VAT	Tax	VAT	Tax	VAT	Tax		
A														
1	Salary of Program Manager	360,000												
2	Salary of Admin. Officer	360,000												
3	Salary of Junior Officer	240,000												
4	Salary of Accountant	144,000												
5	Salary of Junior Accountant	96,000												
	Sub-Total	1,200,000												
B														
Hands on Workshop for Skilled Manpower in Cancer Treatment														
1	Conveyance of Trainees	35,961												
2	Hotel of Trainees	50,869												
3	Lunch of Trainees	22,198												
4	Dinner of Trainees	8,979												
5	Tea/Brake of Trainees	7,432												
6	Kits of Trainees	1,996												
7	Certificate / Crest	1,222												
8	Vanue	90,000												
9	Banner	3,991												
10	Accreditation	16,000												
	Sub-Total	238,648												
C														
In-Service Training for Skilled Personnel in Cancer Treatment														
1	Foreign Trainer Round Trip	168,787	94,584	34,345	94,584	34,345	94,584	34,345	-	-	542 & 547	15-03-2023	Sonali Bank Limited Mirpur Shilpa Elaka Br. Dhaka	
2	Local Conveyance for Foreign Trainer	124,858												
3	Residence of Foreign Trainer	214,200												
4	Lunch for Foreign Trainer	17,743												
5	Dinner of Foreign Trainer	1,743												
6	Tea/Brake of Trainees	4,110												
7	Crest for foreign Trainer	1,000												
	Sub-Total	532,441												
D														
E-Learning Program														
1	Accreditation	8,181												
2	E-Learning Platform Creating and Maintaining	42,575												
3	Speaker Honorarium	40,000												
4	Moderator Honorarium	14,400												
5	Mobile Bill and Conveyance	1,967												
	Sub-Total	107,123												
E														
Others														
	Sub-Total	44,883												
	Grand Total	2,123,095	94,584	34,345	94,584	34,345	94,584	34,345	-	-				

