

**AUDITOR'S REPORT  
AND  
AUDITED FINANCIAL STATEMENTS  
NATIONAL DEVELOPMENT PROGRAMME (NDP)  
Consolidated Financial Statements  
FOR THE YEAR ENDED 30 JUNE 2021**

**National Development Programme (NDP)**  
**Consolidated Financial Statements**  
**For the year from 01 July 2020 to 30 June 2021**

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**INDEPENDENT AUDITOR'S REPORT  
To the Executive Body  
of  
National Development Programme (NDP)**

**Opinion**

We have audited the accompanying consolidated financial statements of **National Development Programme (NDP)** which comprises the Statement of consolidated Financial Position as at 30 June 2021 and related the Statement of consolidated Income & Expenditure, Statement of consolidated Receipts and Payments for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the **National Development Programme (NDP)** as at 30 June 2021 and of its financial performance and its Statement of consolidated Receipts and Payments 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 Standard on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditors Responsibilities for the Audit of the Financial Statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Independence and Other Ethical Responsibilities**

We are independent of the company 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 and ICAB by laws.

**Key Audit Matters**

Key audit matters are those matters that, in our professional judgment, were of most significance in our audit of the financial statements for the year ended as on 30 June 2021. These matters were addressed in the context of our audit of the financial statements as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on this matter.

We have fulfilled the responsibilities described in the Auditor's responsibilities for the audit of the financial statements section of our report, including in relation to these matters.

We have determined that there are no key audit matters to communicate in our opinion.

**Appropriateness of revenue recognition and disclosures**

Revenue is recognized to the extent that it is probable that the economic benefits will flow to NDP and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable, considering contractually defined terms of payment.







#### Other information

Management is responsible for the other information. The other information comprises all of the information other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

#### Responsibilities of management and those charged with governance for the financial statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards (IFRSs), and other applicable laws and regulations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

#### Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.







- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

September 12, 2021  
Dhaka

DVC: 2110270910AS431487



*K. Zahir Khan & Co.*

KAZI ZAHIR KHAN & Co  
Chartered Accountants  
Signed by:  
Md. Eftekhari Ali FCA  
Partner


National Development Programme (NDP)  
Statement of Consolidated Financial Position  
As at 30 June 2021

KAZI ZAHIR KHAN CO.  
Chartered Accountants.

Particulars	Notes	Figures in Tk.	
		30 June 2021 Amount	30 June 2020 Amount
<b>Non-Current Assets</b>		<b>94,658,096</b>	<b>112,769,132</b>
Fixed Assets	6.00	94,658,096	112,769,132
<b>Current Assets</b>		<b>3,700,138,896</b>	<b>3,131,087,674</b>
Investment FDR	7.00	273,458,474	271,952,478
Members Loan Outstanding-MFP, Housing Proj., CDD)	8.00	3,064,335,521	2,596,247,750
Staff Loan Outstanding (Bi-cycle, Motor cycle, Housing, General staff)	9.00	13,422,502	12,859,316
Advance & Prepayments with Security	10.00	8,819,401	8,950,535
Receivable (Training Bill, FDR Interest, Reimburse General Fund & Oth.)	11.00	14,690,046	12,894,671
Stock in Printing Materials	12.00	-	-
Loan to General Fund (Intertransaction)	13.00	-	24,272,989
Cash & Bank Balance	14.00	325,412,952	203,909,935
<b>Total Properties and Assets</b>		<b>3,794,796,991</b>	<b>3,243,856,805</b>
<b>Capital Fund &amp; Liabilities:</b>			
<b>Capital Fund</b>		<b>1,393,358,132</b>	<b>1,200,642,605</b>
Cumulative Surplus	15.00	1,254,022,317	1,083,659,923
10% Reserve fund on Capital fund	16.00	139,335,815	116,982,682
<b>Current Liabilities</b>		<b>1,083,069,273</b>	<b>1,012,868,528</b>
Members Saving Deposits	17.00	955,282,318	913,535,205
Security fund/Risk Mitigate/Micro Insurance Account	18.00	98,486,299	72,647,737
Provision for Expenses	19.00	7,231,075	4,958,301
Staff Securities Deposits	20.00	8,525,437	7,345,504
Service Staff Contribution Fund (SSCF)-GF & TC	21.00	-	746,251
Loan From General Fund (Intertransaction)	22.00	-	9,100,000
Bills Payable & Others Liabilities	23.00	13,544,144	4,535,530
<b>Non Current Liabilities</b>		<b>1,318,369,586</b>	<b>1,030,345,673</b>
Loan from PKSf and Others	24.00	1,163,784,225	898,076,889
Loan Loss Provision Fund	25.00	66,305,075	38,989,886
Provision for Interest -NSSP	26.00	32,289,203	13,876,012
Disaster Management Fund-General Fund/Reserve fund & Other fund	27.00	-	1,680,621
Accumulated Depreciation Fund	28.00	55,991,083	74,553,462
General Committee Members Contribution	29.00	-	122,832
Staff Contribution Fund	30.00	-	3,045,971
<b>Total Capital fund &amp; Liabilities</b>		<b>3,794,796,991</b>	<b>3,243,856,806</b>

Attached notes form an integral part of these Statement of Consolidated Financial Position

  
Director (Finance & Accounts)  
NDP  
Signed in terms of our separate report of even date annexed.

  
Executive Director  
NDP

September 12, 2021  
Dhaka

DVC: 2110270910 AS431487



  
KAZI ZAHIR KHAN & Co.  
Chartered Accountants  
Signed by:  
Md. Eftekhari Ali FCA  
Partner



**National Development Programme (NDP)**  
**Statement of Consolidated Income & Expenditure**  
**For the year from 01 July 2020 to 30 June 2021**

Particulars	Notes	Figures in Tk.	
		01 July 2020 to 30 June 2021	01 July 2019 to 30 June 2020
		Amount	Amount
<b>Income :</b>			
Service Charge on Micro Finance and all Component		652,151,712	566,519,453
Loans and Others Donor Activity			
Donor Grants and Donation	31.00	128,278,380	124,890,086
Interest on Bank Accounts and FDR		23,412,413	19,352,094
<b>Total Income</b>		<b>803,842,505</b>	<b>710,761,633</b>
<b>Expenditure :</b>			
Service Charge Paid to Others		66,107,154	65,938,314
Interest on Members Savings		73,459,958	60,613,947
Interest on Staff Securities		391,836	358,727
Salary and benefits		216,809,258	266,567,569
Training, Meeting, Orientation & Workshops		145,637	30,061,494
Travelling & Conveyance		4,323,288	9,405,960
Fuel		4,567,402	4,385,667
Office & Warehouse Rent		7,561,554	6,613,800
Electricity Bill		1,704,419	1,826,585
Postage and Telegram -Communication		885,136	1,961,654
Bank Charge and Commission		-	1,101,168
Office Maintenance, Repair		2,844,252	3,245,715
Entertainment		773,394	884,979
Legal Charge and Commission		371,946	562,112
Paper and Periodicals		44,809	187,196
Printing and Stationary & Supplies		3,512,520	4,967,138
Audit fees & Credit Rating Fees		243,000	200,000
Advertisement with publicity		255,875	262,134
Tax and VAT (Org. tax return own)	33.00	6,789,255	5,731,351
Subscription and Donation		300,000	265,000
Expenses for Group Development		26,579	166,073
Automation Implementation, Training, Licence and Service Fee		944,800	949,000
Other Expenditure		92,392	231,802
Service Chage Rebate		10,181,950	14,565,828
Development Activities Expenses	33.00	141,456,337	51,809,376
Registration Fees MRA		921,793	897,276
Micro Finance Fair and NDP Day		73,831	201,573
LLP Expensese	25.00	27,315,189	3,002,285
Depreciation Expenses	28.00	8,207,616	9,113,823
<b>Total Expenditure</b>		<b>580,311,180</b>	<b>546,077,546</b>
Surplus/(deficit) of Income over Expenditure		223,531,325	164,684,087
<b>Total</b>		<b>803,842,505</b>	<b>710,761,633</b>

Attached notes form an integral part of these statements of consolidated income & expenditure

Director (Finance & Accounts)  
NDP

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

Executive Director  
NDP

September 12, 2021  
Dhaka

DVC:2110270910AS401487



KAZI ZAHIR KHAN & Co.  
Chartered Accountants

Signed by:  
Md. Eftekhari Ali FCA  
Partner

**National Development Programme (NDP)**  
**Statement of Consolidated Receipts and Payments**  
**For the year from 01 July 2020 to 30 June 2021**


Particulars	Notes	Figures in Tk.	
		01 July 2020 to 30 June 2021	01 July 2019 to 30 June 2020
		Amount	Amount
<b>Receipts:</b>			
<b>Opening Balance:</b>		<b>203,909,935</b>	<b>91,362,752</b>
Cash in hand		1,943,104	522,842
Cash at Bank		201,966,831	90,839,910
<b>Revenue Income:</b>			
Service Charge on Micro Finance Loans and All		612,870,496	530,961,589
Donor Grants and Donation	31.00	115,973,749	114,133,086
Interest on Bank Accounts and FDR		10,908,745	4,922,755
<b>Sub-Total of Revenue Income</b>		<b>739,752,990</b>	<b>650,017,430</b>
Fixed Assets Cost (Land, Vehicle, Office Equipment, Furniture, Building) for Core Project		-	20,000
Investment FDR		-	6,627,787
Loan Realization from Members		4,276,481,368	3,741,849,566
Staff Loan Outstanding (Bi-cycle, Motor cycle, Housing, General staff)		492,421	331,820
Advance & Prepayments		9,819,410	9,284,558
Receivable (Training Bill, Reimbursement & Oth.)		4,328,433	9,313,419
Members Saving Deposits		561,582,833	500,733,215
Staff Security/Risk Mitigate		49,114,584	39,501,231
Staff Securities Deposits		1,695,000	988,000
Service Staff Contribution Fund (SSCF)-GF & TC		-	61,450
Loan From General Fund (Intertransaction)		-	9,764,997
Bills Payable and Others Liabilities		30,528,427	24,722,664
COVID-19 Fund		-	624,526
Loan from PKSF and Others		893,318,600	721,180,000
General Committee Members Contribution		-	5,520
Staff Contribution Fund		-	77,600
Reserve Fund (10% Reserve, LLP, DMF, DF, KGF, Housing loan)		-	-
<b>Sub-Total of Capital Income and Others</b>		<b>5,827,361,076</b>	<b>5,065,086,353</b>
<b>Total</b>		<b>6,771,024,001</b>	<b>5,806,466,535</b>
<b>Payments:</b>			
<b>Revenue Expenditure:</b>			
Service Charge Paid to Others		66,107,054	65,524,264
Interest on Members Savings		(95,764)	-
Interest on Staff Securities		-	-
Salary and benefits		182,722,353	229,996,962
Training, Meeting, Orientation & Workshops		132,427	30,034,364
Travelling & Conveyance		4,323,288	9,377,680
Fuel		4,394,697	4,195,765
Office & Warehouse Rent		6,024,920	5,135,000
Electricity Bill		1,702,128	1,823,979
Postage and Telegram -Communication		866,636	1,938,234
Bank Charge and Commission		-	986,618
Office Maintenance, Repair and Cleaning Materials		2,834,637	3,168,185
Entertainment		766,562	868,246
Legal Charge and Commission		371,946	562,112
Paper and yearicals		44,809	187,196
Printing and Stationary & Supplies		3,344,133	4,270,900
Insurance Premium Vehicles		-	-
Audit fees & Credit Rating Fees		40,000	-
Advertisement		207,055	252,057
Tax and VAT (Org. tax return own)	33.00	-	10,000
Subscription and Donation		1,224,526	265,000
Expenses for Group Development		26,579	160,323
Registration Fees MRA		921,793	897,276
Software Implementation, Training, Licence and Service Fee		828,764	880,000
Other Expenditure		86,387	201,752
Service Charge Rebate		-	-
Sector wise Expenditure Expenditure for Development		127,788,880	-
Development Activities Expenses		-	44,779,464
Micro Finance Fair and NDP Day		7,256	80,880
<b>Sub-Total of Revenue Expenditure</b>		<b>404,671,066</b>	<b>405,596,257</b>
Fixed Assets Cost (Land, Vehicle, Office Equipment, Furniture, Building) for Core Project		4,473,816	5,398,378



Particulars	Notes	01 July 2020 to 30 June 2021	01 July 2019 to 30 June 2020
		Amount	Amount
Investment FDR		8,112,537	74,427,771
Members Loan Outstanding-MFP, Housing Proj., CDD)		4,939,227,714	3,962,260,000
Staff Loan Outstanding (Bi-cycle, Motor cycle, Housing, General staff)		4,583,123	4,254,000
Advance & Prepayments		31,450,412	13,576,316
Loan from Project (Intertransaction)		-	-
Members Saving Deposits		373,051,085	340,230,475
Security Fund/Risk Mitigate		2,284,000	2,525,126
Provision for Expenses		2,981,702	2,347,764
Staff Securities Deposits		805,270	565,568
Pety Cash		-	10,000
BillsPayable & Others Liabilities		46,359,061	55,935,986
Disaster Management Fund-General Fund		-	529,324
Transfer to HQ -Intertransaction		-	12,433,956
Service Staff Contribution Fund (SSCF)-GF & TC		-	48,725
Loan from PKSF and Others		627,611,264	722,416,954
<b>Sub-Total of Capital Expenditure and Others</b>		<b>6,040,939,984</b>	<b>5,196,960,343</b>
<b>Closing Balance:</b>		<b>325,412,950</b>	<b>203,909,935</b>
Cash in hand		1,259,467	1,943,104
Cash at Bank		324,153,483	201,966,831
<b>Total</b>		<b>6,771,024,001</b>	<b>5,806,466,535</b>

Attached notes form an integral part of these statements of consolidated Receipts and Payments

  
Director (Finance & Accounts)  
NDP

  
Executive Director  
NDP

Signed as per our annexed report of even date

September 12, 2021  
Dhaka

DVC: 2110270910AS431487





KAZI ZAHIR KHAN & Co.  
Chartered Accountants  
Signed by:  
Md. Eftekhari Ali FCA  
Partner

National Development Programme (NDP)  
Statement of Consolidated Cash Flow  
For the year from 01 July 2020 to 30 June 2021

KAZI ZAHIR KHAN CO.  
Chartered Accountants

Particulars	Figures in Tk.	
	01 July 2020 to 30 June 2021 Amount	01 July 2019 to 30 June 2020 Amount
<b>A. Cash Flow from Operating Activities:</b>		
Surplus for the year	223,531,325	164,684,087
Add/Less: Amount considered as non cash items:	-	-
Provision for expenses	2,272,774	2,298,281
Provision for interest-NSSP	18,413,191	10,984,906
10% Reserve fund	-	-
Adjustment with Capital Fund	(30,815,798)	-
Loan Loss Provision Fund	27,315,189	3,002,285
Disaster Management Fund-MFP	(9,100,000)	-
Accumulated Depreciation Fund	(18,562,379)	9,056,904
Decrease- Members Loan Outstandings	(468,087,771)	(128,121,025)
Decrease- Staff Loan Outstanding (Bi-cycle, Motor Cycle)	(563,186)	(746,453)
Increase- Advance & Prepayments	131,134	199,561
Decrease- Receivable (Training Bill, General Fund)	(1,795,374)	-
Increase- of Stock of Printing Materials	-	470,251
Decrease- Receivable on FDR, accounts receivable and others	-	1,860,599
Increase- Intertransaction	24,272,989	(2,655,854)
Decrease-Donor fund received in advance/unutilized fund	-	-
Decrease of Creditors & Payables	9,008,614	(6,342,077)
Decreases of Disaster Management Fund	(1,680,621)	1,151,297
Decrease of Gratuity Fund and others	-	-
<b>Net Cash used in Operating Activities</b>	<b>(225,659,913)</b>	<b>55,842,762</b>
<b>B. Cash Flow from Investing Activities:</b>		
Fixed assets increase during the year	18,111,036	(6,225,911)
Investment Decrease during the year ( FDR)	(1,505,996)	(79,960,741)
<b>Net Cash used in Investing Activities</b>	<b>16,605,040</b>	<b>(86,186,652)</b>
<b>C. Cash Flow from Financing Activities:</b>		
Loan outstanding PKSF and Others	265,707,336	(1,236,954)
Loan outstanding Bangladesh Bank & Others	-	-
Members Savings	41,747,113	124,939,561
Security fund/Risk Mitigate/Micro Insurance	25,838,562	18,292,064
Service Staff Contribution Fund -SSCF (GF and TC)	(746,251)	48,121
Staff Contribution Fund	(3,045,971)	77,600
Staff Securities Deposits Fund	1,179,933	765,159
Housing Loan Fund	-	-
General Committee Members Contribution	(122,832)	5,520
<b>Net Cash used in Financing Activities</b>	<b>330,557,890</b>	<b>142,891,071</b>
<b>D. Net increase /decrease (A+B+C)</b>	<b>121,503,018</b>	<b>112,547,182</b>
Add: Cash & Bank balance at the beginning of the year	203,909,935	91,362,753
<b>Cash &amp; Bank balance at the end of the year</b>	<b>325,412,953</b>	<b>203,909,935</b>

Attached notes form an integral part of this statements of consolidated cash flows

Director (Finance & Accounts)  
NDP

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

Executive Director  
NDP

September 12, 2021

Dhaka

DVC:2110270910AS431487



KAZI ZAHIR KHAN & Co.  
Chartered Accountants

Signed by:  
Md. Eftekar Ali FCA  
Partner



**National Development Programme (NDP)**  
NDP Bhaban, Bagbari, Sahidnagar, Kamarkhanda, Sirajgonj  
**Consolidated Notes to the Financial Statements**  
For the year ended 30 June 2021

**1.00: GENERAL INFORMATION, BACKGROUND, LEGAL STATUS, VISSION, MISSION, GOAL, OBJECTIVES, EXECUTIVE COMMITTEE & OTHESRS:**

**1.01: GENERAL INFORMATION:**

**Name of NGO :** NATIONAL DEVELOPMENT PROGRAMME(NDP)

**Head Office Address :** NDP Bhaban  
Bagbari, Shahid Nagar, Kamarkhanda, Sirajganj-6703  
Tel: 88+0751-63870-71; Fax: 88+0751-63877  
Mobile: 01713-383100; E-mail: [akhan\\_ndp@yahoo.com](mailto:akhan_ndp@yahoo.com)  
Website: [www.ndpbd.org](http://www.ndpbd.org)

**Mailing Address :** NDP Office  
Kazi Motiar Rahman Road, Masumpur (south)  
Post Box- 02, Sirajganj-6700, Bangladesh

**Dhaka Office Address :** Vertex Prominent  
Flat- B6 (6th Floor), House- GA 16/1  
Mohakhali, Dhaka-1212  
Rulia Parveen, Manager (AC&FR)  
Cell: 01705-434100  
E-mail: [ruliaparveen@gmail.com](mailto:ruliaparveen@gmail.com)

**Name of the CEO:** Md. Alauddin Khan, Executive Director

**1.02: BACKGROUND:**

The devastating flood at the end of 1988 engulfed large landscape of the country causing huge damage of lives and properties, which also badly affected to the lives of the peoples in Sirajganj district that situated on the bank of the most treacherous river Jamuna. The national and international NGOs came forward to provide succor to the victims of this deluge. A group of local youth including Md. Alauddin Khan, the chief executive of NDP now has voluntarily dedicated themselves in emergency response and rehabilitation works under the guidance of these NGOs. The experience they gained through it inspired them to take any sustainable development initiatives for the poor people. With this end in view, under the leadership of Md. Alauddin Khan, the "National Development Programme (NDP)" has established on 1<sup>st</sup> January 1992. It is a non-governmental organization, called as "NGO". By virtue of the constitution, it is a non-political and non-profit organization. The key objective of NDP is to strengthen capacity of the targeted project participants (beneficiaries) and create scope for bringing them in the main stream of development. Since its establishment, NDP has been paying efforts in view to changing livelihoods of the poor people it serves and committed to continue its work for their development as long as needed.

**1.03: LEGAL STATUS:**

Sl. No.	Name of Registration Authority	Registration Number	Date of Registration	Remarks
1	Department of Social Welfare	Siraj-225/92	28.03.1992	-
2	NGO Affairs Bureau	880	02.01.1995	Renewed up to 01.01.2030
3	Directorate of Family Planning	226	01.01.2008	Renewal on process
4	Micro-Credit Regulatory Authority	01229-00332-00222	29.04.2008	Updated on 03.11.2019



5	European Commission (PADOR) on line	BD-2009-EQE-3006507916	2009	Updated on 28.10.2013
6	Data Universal Numbering System (DUNS)	731575614	2013	Updated on 30.07.2013
7	System for Award Management (SAM)	731575614/SVG06	2014	Updated on 31.01.2015

**1.04 VISION:** Build a nation free of exploitation and poverty; ensure governance, equality, rights and a friendly environment for all.

**1.05 MISSION:** NDP work towards promoting poor people's access to services for better life & livelihoods through economic development and participation utilizing their potentials.

**1.06 GOAL:** Improve livelihoods and establish rights of the poor people thus contribute towards achieving National Developmental Goals.

**1.07 OBJECTIVE:** The major objectives of NDP are to;

- Raise community awareness, capacity building and develop skill human resources
- Enhance poor people's participation and access to development opportunities
- Create employment opportunities and increase income of the poor peoples
- Empower and improve livelihoods and dignity of the poor peoples
- Reduce food insecurity and improve nutritional status of the extreme/ultra poor peoples
- Increase poor people's access to basic primary health care (PHC) and FP services
- Increase poor people's access to education and promote quality education
- Link people with special ability (PWD) with the main stream of development
- Develop poor people's resilience capacity to cope with disasters
- Promote bio-diversity conservation and renewable energy making the earth good for living
- Increase poor people's access to basic rights, entitlements, information and services
- Reduce violence against women and advocacy & legal supports to the distressed women
- Promote human rights, good governance and gender equality
- Strengthen capacity of civil societies, CBO and UP in local level planning and management
- Ensure standard and extent quality services thus earns organizational sustainability

**1.08 CORPORATE INFORMATION:**

Name of Organization	National Development Programme (NDP)
Year of establishment	1992
Statutory Audit conducted upto	30 June 2021
Name of the statutory auditor for last year	KAZI ZAHIR KHAN & Co. Chartered Accountants
Name of the statutory auditor for current year	KAZI ZAHIR KHAN & Co. Chartered Accountants
No. Executive Committee meeting held FY 2010-2021	07 times
Date of Last AGM held	31 July 2021





**1.09 LIST OF EXECUTIVE COMMITTEE MEMBERS:**  
(For the Year from July 01, 2020 to June 30, 2023)

Name	Qualification	Profession	Present Address
Aleya Akhtar Banu (Chair Person)	BA (Hons.) M.A	Teaching, Retired (School and College)	M A MatinSarak, Kacharipara, Sirajganj.
Md. Abdus Samad (Vice- Chairman)	B.A (Hon's) MA	Social Worker	Chandaikona Bazar, Chandaikona , Raygonj, Sirajganj.
Md. Alauddin Khan (General Secretary)	M. Com (Management)	Executive Director, NDP	Arsi Nagar, MujibSarak (Bi- Lane), Sirajganj.
Most. Moriom Khatun Moushumi (Treasurer)	B.A	Social Worker (Ex. Deve. Worker)	S.S Road, Foriaportti, Sirajganj.
Md. Asir Uddin (Executive Member)	B.A	Govt. Fisheries Officer, Retired	Sayadangara, North Para, Sirajganj.
Tasmeri Hossain Mukti (Executive Member)	L.L.B (Hons.), LLM	Teaching ( College)	Soyadhangora, ( Forn of CMB office), Sirajganj.
Md. Nasim Sarker (Executive Member)	M.A, LLB	Lawyer	Masumpur (New Para), Sirajganj.

**1.10 NDP's TARGET GROUP:** The organization works with different categories of beneficiaries, mostly the poor and extreme/ ultra-poor people, the women, children, PWD and minorities; different professionals like- marginal farmers, business-men, small shop keepers, weavers, crafts-men, rickshaw-van pullers etc. The target beneficiaries (project participants) in the micro-finance programme, (*core programme*) are mostly **the women of poor and ultra-poor households, having age limit between 15-55 years, and the permanent resident of the locality**. Presently NDP has been serving about a total of more than 7,00,000 project participants (Female 86%).

**1.11 GEOGRAPHICAL COVERAGE:** Presently, the organization has been working in 56 Upazilas under 18 districts of 4 divisions. The following table shows the geographical coverage of NDP.

Division	District	Upazila		# of Union/PS	# of Village
		Name	Number		
Dhaka	Tangail	Bhuapur	01	03	16
Mymensingh	Jamalpur	Sharishabari, Melandah, Islampur, Dewanganj Boksiganj	05	26	204
Rajshahi	Sirajganj	*Sirajganj sadar, Kazipur, *Raigonj, Tarash, *Shahajadpur, *Ullahpara, Kamarkhanda, *Belkuchi and Chowhali	09	88	1,435
	Bogra	Bogra sadar, Gabtoli, Shahajahanpur, Dhunat and Sherpur	05	23	177
	Pabna	Pabna Sadar, *Bera, *Bhangura, Santhia, *Faridpur, Chatmohar,	08	60	552



		Ishwardi and Atghoria			
	Natore	*Natore sadar, Singra, *Boraigram, *Gurudaspur, Lalpur, Bagatipara and Naldanga	07	38	359
	Rajshahi	Godagari, Charchat	02	11	87
	Naogaon	Porsha	01	06	47
	Chapai Nawabganj	Nawabganj Sadar	01	14	153
	Jaipurhat	Panchbibi	01	08	77
Rangpur	Kurigram	Ulipur, Rajarhat, Chilmari, Raumari & Char Rajibpur	05	26	234
	Rangpur	Rangpur Sadar, Gangachara, Kaunia	03	15	117
	Lalmonirhat	Hatibandha, Lalmonirhat	02	13	98
	Nilphamari	Nilphamari Sadar	01	15	136
	Gaibandha	Saghata, Shadullahpur	02	12	88
	Dinajpur	Ghoraghat	01	04	39
	Thakurgaon	Thakurgaon Sadar	01	19	176
	Panchagarh	Panchagarh Sadar	01	10	75
Total: 04		18	--	56	391
					4,070

**1.12 OFFICE ESTABLISHMENT:** The organization has its head office 'NDP Bhaban' located by the side (north) of the Jumana Multipurpose Bridge Approach Road (west) at Bagbari under Kamarkhanda upazila of Sirajganj district. It is about 135 km towards north-west from Dhaka, the capital city of Bangladesh. Beside, NDP has its office at Dhaka for any emergency communication/linkage with development partners/donors..

A brief list of offices of NDP is given below.

Districts	# of Offices	Remarks
Dhaka	01	Dhaka Office- 01
Sirajganj	97	Head Office-01, Training Center-02, Zonal Office (MFP)- 02, Area Office (MFP)-07, Branch Office (MFP)- 35, HSP Office- 14 & Project Office- 36
Bogra	07	Area Office (MFP)- 01, Branch Office (MFP)-06
Natore	13	Zonal Office-01 Area Office (MFP)-02, Branch Office (MFP)-09 and Project Office-01
Pabna	18	Area office (MFP)-01, Branch Office (MFP)-15 and Project Office-02
Jamalpur	01	Project Office-01
Tangail	01	Project Office-01
Rangpur	05	Branch Office (MFP)-04, Project Office-01
Lalmonirhat	01	Branch Office (MFP)-01
Gaibandha	01	Branch Office (MFP)-01
Kurigram	09	Area Office (MFP)- 01, Branch Office (MFP)-04 Project Office-04
Rajshahi	02	Project Office-02
Total: 12	156	



\* All project offices based at NDP head office are counted as separate project offices located at NDP Bhaban, NDP Head Office.

\* Besides, the Project Offices of Disaster management, Sports and culture, CGBV, PRBV, VCD, Agriculture and livestock, Gender & Rights, Probeen Kallyan, ICVGD, Mother & Child Benefit, Disability & Development, SEP-Loom & Dairy, Adolescent, VGD, Enargy and Environment, NDP-Feed, NDP Agro are located at NDP's Head Office.

**1.13 NUMBER OF EMPLOYEE:** A total of 938 (Nine Hundred and Thirty Eight) employees (Female-310, Male-628) of different categories now working in NDP. Of them, 48 staffs based at NDP's head office. Besides, there are 96 (Male-09 & Female-87) paid volunteers (Teachers ENRICH Education Centers-60; Health Volunteers in Enrich Health Programme-26; and EES-I Project-10 enrolled in NDP).

The category wise staff strength is shown in the table below;

Staff Category	Male	Percentage	Female	Percentage	Total
Senior level	24	86%	04	14%	28
Mid level	149	76%	47	24%	196
Junior level	436	71%	174	29%	610
Others	19	18%	85	82%	104
<b>Total:</b>	<b>628</b>	<b>67%</b>	<b>310</b>	<b>33%</b>	<b>938</b>

**BUDGET:** The organization forecast budget in the beginning of each fiscal year (July-June). The budget of the running fiscal year 2021-2022 along with past three years is given below:

Fiscal Year	Budget	Foreign Currency	Annual Growth
2021 - 2022	BDT= 9,058,252,475	US\$ 106,957,757	19%
2020 - 2021	BDT= 7,633,483,663	US\$ 90,064,865	-0.19%
2019 - 2020	BDT= 7,648,043,251	US\$ 90,361,813	20.01%
2018 - 2019	BDT= 6,373,073,027	US\$ 75,243,781	15.85%

(USD 1 = 84.69 BDT on 27.07.2021)

1.15 The sector-wise programme information is shown in the table below;

SI	Sector Name	Sub-sectors
1	Social	1.1 Social Development 1.2 Education 1.3 Health and Family Planning 1.4 Water, Hygiene & Sanitation 1.5 Disability 1.6 Adolescent Girls & Boys
2	Economic	2.1 Micro-Finance and 2.2 Savings
3	Livelihoods	3.1 Food Security 3.2 Livelihoods and 3.3 Nutrition
4	Agricultural	4.1 Agriculture and 4.2 Fisheries
5	Energy & Environment	5.1 Social Forestry 5.2 Renewable Energy and 5.3 Environment Protection and preservation
6	Disaster Risk Reduction and Climate Change Adaptation-DRRCC	6.1 Disaster Management; 5.2 Emergency Response; and 6.3 Climate Change Adaptation
7	Rights & Governance	7.1 Human rights 7.2 Legal Aid Services and 7.3 Gender Mainstreaming
8	Institutional Development	8.1 Training; 8.2 Capacity building of CBO and 8.3 Strengthening of Local Government



**2.00: ORGANIZATION TAX RETURN, TDS, VDS, STAFF CONTRIBUTORY FUND, ASF, PSF, GRATUITY AND OTHER:**

Organization TIN	473-300-0196	Tax Assessment year 2020-2021 has completed and certificate has collected from authority.
Organization E-TIN	455411511762	Tax Assessment year 2020-2021 has completed and certificate has collected from authority.
Organization VAT Registration No.	BIN:000896677 Old:6211047208	Area Code: 60504
Consolidated bank interest on FDR and Bank accounts	Tk. 2,34,12,413/-	Total bank interest is Tk. 2,13,75,309/- from FDR and bank account, here TDS- Tk.20,3,104 /-
Tax Deduction At Sources-TDS and Advance Tax Paid (Only from bank interest)	Tk.24,49,471/-	Advance Payment of Tax from Bank Interest: Micro Finance Tk.24,49,471/-.
Tax Deduction At Sources-TDS (Excluding bank interest)	Tk.26,68,611/-	We have deducted at sources for FY-2020-2021 from existing project/programme.
VAT Deduction At Sources-VDS	Tk.36,92,206/-	We have deducted at sources for FY-2020-2021 from existing project/programme.
Balance of Provident Fund	Tk 10,65,70,315/-	Recognized by NBR but not involved in consolidated financial report.
Balance of Gratuity Fund	Tk.12,51,80,378/-	Recognized by NBR but not involved in consolidated financial report.
Accident Support Fund-ASF (Balance as on 30/06/2021)	Tk. 60,80,799/-	If any staffs are accidental at working time, organization will contribute as per policy.
Project Security Fund-PSF (Balance as on 30/06/2021)	Tk.61,58,930/-	Only for project staff, the purpose is future benefits of project staff. It will be refund as per policy.
Service Staff Contributory Fund-SSCF (Balance as on 30/06/2021)	Tk.8,88,081/-	The motto of this fund future benefits of service staff who are working at office.

**BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

**3.00 Basis of preparation of financial statements**

**3.01 Basis of accounting**

NDP prepares its financial statements on a going concern basis, under the historical cost convention in accordance with International Financial Reporting Standards (IFRS). NDP follows the accrual basis of accounting (except for donation on cash basis and service charge on MF loan). NDP processes its accounting data in a systematic way ensuring required control. Transactions are recorded in the systems on daily basis and produces vouchers, ledgers, trial balance and financial statements on periodical basis.

**3.02 Preparation of financial statements**

Financial statements are prepared in accordance with International Financial Reporting Standard (IFRS). The financial statements are expressed in Bangladeshi Taka (BDT).



### 3.03 Use of estimates and judgments:

The preparation of financial statements in conformity with IFRS requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

### 3.04 Reporting period:

The financial period of the NDP Foundation covers one-year period from 01 July 2020 to 30 June 2021.

### 3.05 Comparative information and rearrangement thereof:

Comparative information has been disclosed in respect of the one-year period from 01 July 2019 to 30 June 2020 for all numeric information in the financial statements and also the narrative and descriptive information where it is relevant for understanding of the current year's financial statements. Figures for the period ended on 30 June 2021 have been rearranged wherever considered necessary to ensure comparability with the current period.

### 3.06 Going concern:

Management has assessed NDP's ability to continue as a going concern and is satisfied that NDP has access to resources to continue in business for the foreseeable future. Furthermore, management is not aware of any material uncertainties that may cast significant doubt upon the NDP's ability to continue as a going concern. Therefore, the financial statements continue to be prepared on the going concern basis.

## 4.0 SIGNIFICANT ACCOUNTING AND ORGANIZATIONAL POLICIES:

### 4.01 Currencies:

The financial statements are presented in Bangladeshi Taka (BDT) which is NDP's functional currency. All financial information presented in Bangladesh Taka (BDT) has been rounded off to the nearest Taka.

### 4.02 Revenue Recognition:

Revenue is recognized to the extent that it is probable that the economic benefits will flow to NDP and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable, considering contractually defined terms of payment. NDP has concluded that it is principal in all its revenue arrangements.

The following specific recognition criteria must also be met before revenue is recognized:

### Service Charge on Loan:

NDP is collecting Service Charges from beneficiaries at declining balance method, here the rate has mentioned in the below table:

SLNo.	Component	Method	Rate	Remarks
01	JAGORN	Declining	24%	Yearly
02	AGROSOR	Declining	24%	Yearly
03	BUNIAD	Declining	20%	Yearly

04	SUFALON	Declining	02%	Monthly
05	AGROSOR (SEP)	Declining	24%	Yearly
06	SUFALON-KGF	Declining	02%	Monthly
07	IGA-Program	Declining	24%	Yearly
08	Livelihood Improvement	Declining	08%	Yearly
09	Assets Creation	Declining	08%	Yearly
10	LICHSP	Declining	12%	Yearly
11	Housing Loan (GoB)	Declining	5.5%	Yearly
12	AGROSOR(MDP)	Declining	24%	Yearly
13	SANITATION DEVELOPMENT (SDL)	Declining	15%	Yearly
14	Livelihood Restoration Loan(LRL)	Declining	18%	Yearly
15	ECCCP Flood	Declining	20%	Yearly
16	Loan for Elderly Peoples Income Generation - LEPIG	Declining		Yearly
17	Agrosor (MDP-AF)	Declining	24%	Yearly

The amounts of service charges actually collected from the beneficiaries are recognized as income. The service charges due but not collected are not recognized as income.

#### Interest on Fixed Deposit:

Interests on saving accounts and fixed deposits are recognized as the interest is accrued unless collectability is in doubt. Income from Investment Income from investment is recognized when NDP's right to receive the payment is established. NDP made investment in fixed deposits against the various funds (Savings and Reserve Capital Fund). This income from investment is shown separately in the note of the financial statements.

#### Other income:

All other incomes are recognized when NDP's right to receive such income has been reasonably determined and all conditions precedent is satisfied.

### 4.03 Expenses:

#### Borrowing costs:

Borrowing costs are interest and other costs that NDP incurs in connection with the borrowing of funds. Borrowing costs are recognized as an expense in the period in which they are incurred in accordance with IAS 23.

#### Interest paid on savings of beneficiaries:

Interest paid on savings is accounted for on accrual basis and shown as expenses in the related period. Interest rate on savings is 6%.

#### Program expenses:

Program related expenses arise from goods and services being distributed to beneficiaries in accordance with the program objectives and activities. No recurrent expenditure has been charged to the fund account.

#### Provision for liabilities:

Provisions for liabilities are recognized in accordance with IAS when NDP has a present obligation as a result of a past event and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation, and a reliable estimate of the amount can be made. Provisions are reviewed at each balance sheet date and adjusted to reflect the best current estimate. Where the effect of the time value of money is material, the amount of a provision is the present value of the expenditure expected to be required to settle the obligation.



#### Cost allocation policy between Microfinance and Development Program

NDP uses an allocation methodology and ensures each project or program is charged with its fair share of shared costs, and to provide compliance with rules and regulations. Expenses of the management employees are booked based on involvement of the individual in respective project or program. Direct expenses of the support departments are booked based on their activities in respective projects or programs. Utility bills and other expenses are charged to the projects or programs based on the actual space utilization or relevant head count by respective projects or programs or as per management guidance

#### 4.04 Property, plant and equipment:

##### Recognition:

- All items of property, plant and equipment are initially recorded at cost in accordance with IAS 16. The cost of an item of property, plant and equipment is recognized as an asset if, and only if all the following conditions are met:
- It is probable that future economic benefits will flow to NDP.
- The cost of the item can be measured reliably and exceeds Tk. 3,000.
- It is expected to be used for more than one year.

##### Depreciation:

Property, plant and equipment are stated at cost less accumulated depreciation. Depreciation is charged on Property, plant and equipment except land on a straight-line basis over the estimated useful lives at the following annual rates. Provided that when the depreciated value of an item becomes nil, NDP's policy is to assign Tk.1 value for recognition of the asset.

The annual rates of depreciation charged are as follows:

Name of assets	Rate (%)
Office Building	10
Furniture and fixtures	10
Office Equipment	20
Vehicle	20

#### Sale of property, plant and equipment:

Sale price of property, plant and equipment are determined based on fair value of the assets. Gain or losses on sale of property, plant and equipment are recognized in the statement of income and expenditure incurred as per provision of "IAS-16, property, plant and equipment."

#### 5.0 SIGNIFICANT ORGANIZATIONAL POLICIES:

##### 5.01 Loan Loss Provision:

NDP is following MRA guidelines for loan classification, loan loss provisioning and write off policy. NDP records a provision for credit loss based on a percentage of outstanding loans with percentages increasing as loans are outstanding for a longer period. At the end of every month, NDP calculates required provision for loan loss based on the loan classification and provisioning methodology which is shown below and any adjustment, if required, are made and accounted for in the financial statements:

Loan Classification	Days in arrear	Provision required (%)
Regular	Current	1
Watchful	1-30	5
Sub-standard	31-180	25
Doubtful	181-365	75
Bad	Over 365	100

In addition NDP has followed MRA circular number 59 & 62 regarding loan loss provision.

(i) Classification of Loan Loss Provision

Sl	Particulars	NO. of days Outstanding	Outstanding Loan	Required Provision	
			Taka	Rate	Taka
1	Total Loan Outstanding as on June 30, 2021		3,064,335,519		
2	Total Loan Outstanding as on December 31, 2020		2,842,403,703		
	Increasing Loan Outstanding(1-2)		221,931,816		
A.	Loan loss Provision (LLP) as per circulated of MRA Letter NO.62			1%	2,219,318
	Total Loan Outstanding as on December 31, 2020		2,842,403,703		
	Less: Loan Classification Improve than June 30, 2020		332,816,700		
	Net Loan Outstanding for calculation of Loan loss Provision (LLP) as on December 31, 2020		2,509,587,003		
B	Loan loss Provision (LLP) as per circulated of MRA Letter NO.59			1%	25,095,870
C	Loan loss Provision (LLP) as per letter of MRA for the during the year(A+B)				27,315,188
3	Add. Loan loss provision(LLP) as on June 30, 2020				38,989,886
	Total				66,305,074

ii) Loan loss Provision (LLP) and written of loan Status of the PO.

Particulars	Amount (TK)
Required reserve fund as per MRA policy shown above in	66,305,074
Actual reserve made by MFI	66,305,074
Excess/(Shortfall) of Provision	-





**5.02 Write-off policy:**

Loan loss is written off in the financial statements with due approval from competent authority if it becomes established that the loan will never be recovered. Organization is following the instruction of MRA while writing off loans policy.

**5.03 Policy on Loan to Beneficiaries:**

Micro-credit program is conducted according to Microfinance operational policy and rules and regulation of Microcredit regulatory authority.

**Major Loan Components of Microfinance**

**5.03.01 Rural and Urban Microcredit/ Jagoron:**

Jagoron initiates household based enterprise development in Bangladesh. Previously it was known as Rural Microcredit (RMC) and Urban Microcredit (UMC). NDP extended its microfinance services for the rural poor through Jagoron (Rural Microcredit and Urban Microcredit) program, under this program the rural microcredit borrowers are encouraged to undertake family-based income generating activities. The service charge of the component is 24% reducing balance rate that has contributed to achieve the goal. Repayment rate is more than 99%.

**5.03.02 Microenterprise Loan/Agrosor:**

Banking sector and financial institutions requires collateral but most of the poor entrepreneurs do not have that much capacity to meet the requirements of Banks or Financial Institution. NDP launched its (Micro Enterprise) program to extend its financial services to the progressive members of other microcredit program for undertaking economic activities that require bigger amount for any business activity that has investment up to BDT 10 Lacs is considered as Micro Enterprise. The program is now renamed as Agrosor. An individual micro-entrepreneur can take loan of Taka 30 Thousand to 10 Lac for his enterprise under the Agrosor Program. Repayment rate is more than 99%.

**5.03.03 Ultra Pool Loan/Buniad:**

It is Credit instruments for marginal poor who cannot get the credit facility and they face tremendous sufferings to maintain the daily lives. NDP provide the loan facility to the ultra-poor in a very affordable interest rate and simple loan procedure. At present NDP providing the product in the name of Buniad previously known as Ultra poor program. These loan have a declining service charge of 20% on loan balance. An ultra-poor client can take loan from 1 to 25 thousand taka from this loan component.

**5.03.04 Agriculture Loan/Sufolon:**

The extension of financial services to the poor community is increasingly becoming very important as a means of poverty reduction interventions. Some areas of the country have lack access to financial support. The Agricultural sector is one such area where financial service providers are not inclined to support. NDP started the Agriculture for Marginal and Small Farmer to provide loan in this area. Sufolon has been introduced from the year 2014 which is previously known as Agriculture and Seasonal Loan. The Loan ceiling amount is BDT 5,000 to 50,000 and repayment in four installments/ Single Installment with the interest rate of 2% monthly in declining method. Repayment rebate is more than 99%.

**5.03.05 Income Generating Activities Loan (IGA) program:**

This loan component was introduced for the ENRICH households, The main objectives of the loan is to assist the poor people in creating opportunities by purchasing/ leasing/ mortgaging



land, leading to the economic development of the family and creating assets through the establishment of ownership of the land. The service charge of this component is 24% on reducing balance that would contribute achieving stated the goal.

**5.04 Policy on savings collection:**

NDP has adopted its own savings collection policy embodied in its Credit Operation Manual. The collected savings will be deposited to the bank on the same day. 6% interest will be paid to the members on year basis of their savings.

**5.05** As per NBR requirement Staff Gratuity fund financial Statement is required to prepare separately during this year. As a result, all the balances of Staff Gratuity Fund is off setted from the MF Account and transferred to new Accounts of Staff Gratuity Fund.

**5.06 General:**

Salary of the employees was disbursed through bank account for head office and branch office salaries.

**5.07 Grant/Donation accounting:**

Grant/donation accounting Grants are recognized as income in accordance with International Accounting standard (IAS 20), Income from donor grants is recognized when conditions on which they depend have been met. Grants and donation is recognized in financial statement s and cash basis.

**5.08 Statement of Budget and Variance Statement:**

We were taken approval for annual budget at Annual General Meeting-AGM by Executive Committee supported by General Committee. AGM held on 31 July 2021 at NDP-Head Office with General Committee Members and All Head of Department of NDP. Budget approval was Tk.763, 34, 83,663/- for 42 Project/Program/Fund (for Donors, own and PKSf). Here expended Tk. 698, 55, 60,628/- (as per budget and variance statement), that is called Turnover, burn rate is 91.51%. Details has mentioned in Report as Annexure-01.

**5.09 Prevention of Money Laundering and Terrorist Financing**

During the period under audit we did not find any transaction related with non-compliance of the guidelines of Prevention of Money Laundering and Terrorist Financing.

**5.10 Employees' provident fund**

NDP maintains recognized contributory provident fund for its eligible permanent employees. The fund is operated by the Board of Trustee. All confirmed employees are contributing 10% of their basic salary as subscription of the fund. NDP also contributes equal amount of the employees' contribution to the fund each month. Interest earned from the investment is credited to the employees' accounts on a yearly basis and this fund is audited every year by a Chartered Accountants Firm.

**5.11 Employees' gratuity fund**

NDP makes provision for an Employee Gratuity fund, on the basis of two months basic salary for each completed year in employment (based on basic salary of the last month). Gratuity is disbursed upon retirement or resignation of employees provided the employee has completed five years' service at the rate of one month's basic salary last drawn for each completed year of service. After the employee has completed Ten years uninterrupted service the gratuity is disbursed at the rate of two months basic salary for each completed year, based on the final salary drawn. After the employee has completed 15 years uninterrupted service the gratuity is



disbursed at the rate of two and half-month basic salary for each completed year. After the employee has completed 20 years uninterrupted service the gratuity is disbursed at the rate of three months basic salary for each completed year based on the final salary drawn.

#### **5.12 Insurance**

We have no individual insurance policy. But we have made Accident Support Fund (ASF) under office and we are giving medicine and financial support from ASF as the activity of insurance. We have made another fund which is Staff Welfare Fund for giving support to staff.

#### **5.13 General Fund**

General Fund is own fund. This fund has been operating since from the starting of organization. Central management cost and others cost of different activity are implementing from this fund on behalf of NDP.

#### **5.14 Training Program**

We are providing service as skill to staff and others members from this sister concern of NDP. This program has been operating from 15 years ago. Different training, workshop, seminars are occurring from this centre for staff, project members.

#### **5.15 Accident Support Fund**

The Accident Support Fund has introduce is used to compensate the accident cost of a staff during his on job service, where the cost has been met up from the interest earn from the staff savings and organization's allotted amount and the principal savings are returned to his or her. Tk. 200 is deducted from the payment of staff salaries and deposited to the individual account. Principal amount of this fund will 100% refundable to staff from this ASF account. We are investing to Bank as Fixed Deposit and earned profit and it accounted as per regularly. We are giving support to staff as medicine cost and financial support for the duration of accident when it will occur at the working time from making profit.

#### **5.16 Project security fund**

The project security fund is absolutely a savings fund, initiated by the project staff, who are not entitled to other the regular staff of the Organization. PSF amount is deducted on the payment of salaries and it is basis on 5% of basic salary. 100% amount is refundable to staff by proper banking channel at the end of service or resign from project against application.

#### **5.17 Taxation and VAT**

Under the Income Tax Ordinance (ITO), 1984 as amended, NDP is subject to taxation for some of its incomes and dividend incomes. As per 6th Schedule, Part-A, para-1A of ITO 1984, Income from Microfinance activities is tax exempted. NDP submits its return for tax for the organization NDP as a whole and TIN Number is number-455411511762. NDP the submit Income Tax return for the Assessment year 2019-20 within due course. Under the Value Added Tax Act, 1991, VAT Registration Number is- BIN: 000896677.

#### **5.18 Annual fee to the Microcredit Regulatory Authority (MRA)**

NDP has deposited annual fee (on the service charge for the year 2020-2021) of taka 10, 99,773/= with VAT 143,449/- in favor of the Microcredit Regulatory Authority on 31 July 2021.



Sl. No.	Particulars	Figures in Tk.	
		30 June 2021	30 June 2020
		Amount	Amount
<b>6.00</b>	<b>Fixed Assets Cost (Land, Vehicle, Office Equipment, Furniture, Building):</b>		
	Opening balance	112,769,132	106,543,221
	Add : Addition during the year	12,928,381	6,320,660
		125,697,513	112,863,881
	Less: Adjustment during the year	(31,039,417)	(94,749)
	<b>Closing balance</b>	<b>94,658,096</b>	<b>112,769,132</b>
	(Details are shown in Fixed Asset Schedule)		
	Up to previous accounting period, Training center and General Fund was included in consolidate accounts. During the year, Training Center and General Fund has separated from consolidate accounts as per management decision. The above adjustments were made for this reason.		
<b>7.00</b>	<b>Investment:</b>		
	Opening balance	271,952,478	191,991,737
	Add: Investment during the year	8,112,537	74,427,771
	Add: Adjustment during the year	9,835,994	12,160,757
		289,901,009	278,580,265
	Less: Encashment during the year	-	6,627,787
	Less: Adjustment during the year-Training Center	5,679,313	-
	Less: Adjustment during the year-General fund	10,763,222	-
	<b>Closing balance</b>	<b>273,458,474</b>	<b>271,952,478</b>
<b>8.00</b>	<b>Members Loan Outstandings (MFP and Others):</b>		
	Opening balance	2,596,247,750	2,468,126,725
	Add: Disbursed during the year	4,939,227,714	3,962,260,000
	Add: Adjustment during the year	20,259	14,005
		7,535,495,723	6,430,400,730
	Less: Realized during the year	4,276,481,368	3,741,849,566
	Less: Adjustment during the year	194,678,834	92,303,414
	<b>Closing balance</b>	<b>3,064,335,521</b>	<b>2,596,247,750</b>
<b>9.00</b>	<b>Staff Loan Outstanding (Bi-cycle, Motor Cycle, Housing and General Staff):</b>		
	Opening balance	12,859,316	12,112,863
	Add : Disbursement during the year	4,583,123	4,254,000
	Add: Adjustment during the year	85,754	54,491
		17,528,193	16,421,354
	Less: Realize during the year	492,421	331,820
	Less: Adjustment during the year-MFP	3,568,103	-
	Less: Adjustment during the year-Training Center	32,287	-
	Less: Adjustment during the year-General Fund	12,880	3,230,218
	<b>Closing balance</b>	<b>13,422,502</b>	<b>12,859,316</b>
<b>10.00</b>	<b>Advance &amp; Prepayments:</b>		
	Opening balance	8,950,535	9,150,096
	Add: Paid during the year	31,450,412	13,576,316
	Add: Adjustment during the year	2,121,426	1,443,295
		42,522,373	24,169,707
	Less: Realized during the year	9,819,410	9,284,558
	Less: Adjustment during the year-MFP	23,373,762	-
	Less: Adjustment during the year-Training Center	47,322	-
	Less: Adjustment during the year-General fund	462,478	5,934,614
	<b>Closing balance</b>	<b>8,819,401</b>	<b>8,950,535</b>
<b>11.00</b>	<b>Receivable (Training Bill, FDR Interest, Reimburse General Fund &amp; Oth.):</b>		
	Opening balance	12,894,671	14,755,270
	Add: Adjustment during the year	15,795,987	20,191,854
		28,690,658	34,947,124
	Less: Realize during the year	4,328,433	9,313,419
	Less: Adjustment during the year-MFP	9,583,543	-
	Less: Adjustment during the year-TC	88,636	12,739,034
	<b>Closing balance</b>	<b>14,690,046</b>	<b>12,894,671</b>



Sl. No.	Particulars	30 June 2021 Amount	30 June 2020 Amount
<b>12.00</b>	<b>Stock In Printing Materials:</b>		
	Opening balance	-	470,251
	Add : Adjustment during the year	-	-
		-	470,251
	Less: Adjustment during the year	-	470,251
	<b>Closing balance</b>	<b>-</b>	<b>-</b>
<b>13.00</b>	<b>Intertransaction Loan:</b>		
	Opening balance	24,272,989	21,617,136
	Add : Addition during the year	-	12,433,956
		24,272,989	34,051,092
	Less: Realize during the year	-	9,764,997
	Less: Adjustment during the year	24,272,989	13,106
	<b>Closing balance</b>	<b>-</b>	<b>24,272,989</b>
<b>14.00</b>	<b>Cash and Bank Balance:</b>		
	Cash in Hand	1,259,467	1,943,104
	Cash at Bank	324,153,485	201,966,831
	<b>Closing balance</b>	<b>325,412,952</b>	<b>203,909,935</b>
<b>15.00</b>	<b>Retain Surplus:</b>		
	Opening balance	1,083,659,923	935,484,776
	Add: Surplus for the year	223,531,325	164,684,087
	Add: Prior Adjustment	-	-
	Add: KGF Reserve Adjustment	-	-
	Less: Adjustment during the year-Training Center	744,344	-
	Less: Adjustment during the year-Closing Project	52,569	-
	Less: Adjustment during the year- General fund	30,018,885	-
	Add/(Less) Transfer to 10% reserve fund	(22,353,133)	(16,508,940)
	<b>Closing balance</b>	<b>1,254,022,317</b>	<b>1,083,659,923</b>
Up to previous accounting period, Training center and General Fund was included in consolidate accounts. During the year, Training Center and General Fund has separated from consolidate accounts as per management decision. The above adjustments were made for this reason.			
<b>16.00</b>	<b>10% Reserve Fund on Capital Fund:</b>		
	Opening balance	116,982,682	100,473,742
	Add: Transfer from Surplus of Micro Finance Programme	22,353,133	16,508,940
	<b>Closing balance</b>	<b>139,335,815</b>	<b>116,982,682</b>
<b>17.00</b>	<b>Members Savings Deposits:</b>		
	Opening balance	913,535,205	788,595,644
	Add: Collection during the year	561,582,833	500,733,215
	Add: Adjustment during the year	79,194,991	75,166,504
		1,554,313,029	1,364,495,363
	Less: Refund during the year	373,051,085	340,230,475
	Less: Adjustment during the year	225,979,626	110,729,683
	<b>Closing balance</b>	<b>955,282,318</b>	<b>913,535,205</b>
<b>18.00</b>	<b>Security Fund/Risk Mitigate/Micro Insurance Account:</b>		
	Opening balance	72,647,737	54,355,672
	Add: Collection during the year	49,114,584	39,501,231
	Add: Adjustment during the year	11,123,739	66,227,978
		132,886,060	160,084,881
	Less: Refund During the year	2,284,000	2,525,126
	Less: Adjustment during the year	32,115,761	84,912,018
	<b>Closing balance</b>	<b>98,486,299</b>	<b>72,647,737</b>

Sl. No.	Particulars	30 June 2021 Amount	30 June 2020 Amount
<b>19.00</b>	<b>Provision for Expenses(Audit fees &amp; Tax):</b>		
	Opening balance	4,958,301	2,660,020
	Add: Adjustment provision during the year	5,844,041	4,671,664
		10,802,342	7,331,684
	Less: Payment During the year	2,981,702	2,347,764
	Less: Adjustment during the year-MFP	19,565	-
	Less: Adjustment during the year-TC	260,000	-
	Less: Adjustment during the year-GF	310,000	25,619
	<b>Closing balance</b>	<b>7,231,075</b>	<b>4,958,301</b>
<b>20.00</b>	<b>Staff security deposit:</b>		
	Opening balance	7,345,504	6,580,345
	Add: Additon during the year	1,695,000	988,000
	Add: Adjustment during the year	391,836	358,727
		9,432,340	7,927,072
	Less: Refund during the year	805,270	565,568
	Less: Adjustment during the year	101,633	16,000
	<b>Closing balance</b>	<b>8,525,437</b>	<b>7,345,504</b>
<b>21.00</b>	<b>Service Staff Contribution Fund -SSCF (GF and TC):</b>		
	Opening balance	746,251	698,130
	Add: Received during the year	-	61,450
	Add: Adjustment during the year	-	72,890
		746,251	832,470
	Less: Payment during the year	-	48,725
	Less: Adjustment during the year-TC	463,570	37,494
	Less: Adjustment during the year	282,681	-
	<b>Closing balance</b>	<b>-</b>	<b>746,251</b>
<b>22.00</b>	<b>Intertransaction Loan:</b>		
	Opening balance	9,100,000	9,100,000
	Add : Received during the year	-	-
		9,100,000	9,100,000
	Less: Adjustment during the year	9,100,000	-
	<b>Closing balance</b>	<b>-</b>	<b>9,100,000</b>
<b>23.00</b>	<b>Bills Payable &amp; Others laibilites:</b>		
	Opening balance	4,535,530	10,877,607
	Add: Received during the year	30,528,427	24,722,664
	Add: Adjustment during the year	38,100,654	41,153,223
		73,164,611	76,753,494
	Less: Payment during the year	46,359,061	55,935,986
	Less: Adjustment during the year-MFP	12,834,720	16,281,979
	Less: Adjustment during the year-TC	436,686	-
	Less: Adjustment during the year-GF	(10,000)	-
	<b>Closing balance</b>	<b>13,544,144</b>	<b>4,535,530</b>
<b>24.00</b>	<b>Loan From PKSf and Others including Banks:</b>		
	Opening balance	898,076,889	899,313,843
	Add: Received during the year	893,318,600	721,180,000
		1,791,395,489	1,620,493,843
	Less: Refund during the year	627,611,264	722,416,954
	<b>Closing balance</b>	<b>1,163,784,225</b>	<b>898,076,889</b>





Sl. No.	Particulars	30 June 2021 Amount	30 June 2020 Amount
<b>25.00</b>	<b>LLP Reserve Fund:</b>		
	Opening balance	38,989,886	35,987,601
	Add: Provision during the year	27,580,733	3,002,285
		66,570,619	38,989,886
	Less: Adjustment during the year	265,544	-
	<b>Closing balance</b>	<b>66,305,075</b>	<b>38,989,886</b>
<b>26.00</b>	<b>Provision for Interest -NSSP:</b>		
	Opening balance	13,876,012	2,891,106
	Add: Provision during the year	54,918,294	46,439,586
		68,794,306	49,330,692
	Less: Adjustment during the year	36,505,103	35,454,680
	<b>Closing balance</b>	<b>32,289,203</b>	<b>13,876,012</b>
<b>27.00</b>	<b>Disaster Management Fund-Federal Fund &amp; Other Fund:</b>		
27.01	NDP-Disaster Management Fund-GF:	-	-
27.02	NDP-COVID-19 Fund	-	1,080,621
27.03	Disaster Management Fund/Reserve Fund	-	600,000
		-	1,680,621
<b>27.01</b>	<b>NDP-Disaster Management Fund-GF:</b>		
	Opening balance	-	529,324
	Add: Addition during the year	-	-
		-	529,324
	Less: Refund during the year	-	529,324
	<b>Closing balance</b>	-	-
<b>27.02</b>	<b>NDP-COVID-19 fund</b>		
	Opening balance	1,080,621	-
	Add: Addition during the year	-	624,526
	Add: Adjustment during the year	-	456,095
		1,080,621	1,080,621
	Less: Adjustment during the year-GF	1,080,621	-
	<b>Closing balance</b>	-	1,080,621
<b>27.03</b>	<b>NDP-Disaster Management /Fund/Reserve Fund:</b>		
	Opening balance	600,000	-
	Add: Addition during the year	-	-
	Add: Adjustment during the year	-	600,000
		600,000	600,000
	Less: Adjustment during the year-GF	600,000	-
	<b>Closing balance</b>	-	600,000
<b>28.00</b>	<b>Accumulated Depreciation Fund:</b>		
	Opening balance	74,553,462	65,496,558
	Add: Depreciation during the year	8,207,616	9,113,823
		82,761,078	74,610,381
	Less: Adjustment during the year	26,769,995	56,919
	<b>Closing balance</b>	<b>55,991,083</b>	<b>74,553,462</b>
	(Details are shown in Fixed Asset Schedule)		



Sl. No.	Particulars	30 June 2021 Amount	30 June 2020 Amount
<b>29.00</b>	<b>General Committee Members Contribution:</b>		
	Opening balance	122,832	117,312
	Add: Addition during the year	-	5,520
		<u>122,832</u>	<u>122,832</u>
	Less: Adjustment during the year-GF	122,832	-
	<b>Closing balance</b>	<u>-</u>	<u>122,832</u>
<b>30.00</b>	<b>Staff Contribution Fund:</b>		
	Opening balance	3,045,971	2,968,371
	Add: Addition during the year	-	77,600
		<u>3,045,971</u>	<u>3,045,971</u>
	Less: Adjustment during the year-GF	3,045,971	-
	<b>Closing balance</b>	<u>-</u>	<u>3,045,971</u>
<b>31.00</b>	<b>Donor Grants and Overhead :</b>		
	Balance As per Receipts and Payments	115,973,749	114,133,086
	Add: Adjustment during the year	126,668,233	11,178,899
	Less: Adjustment during the year	(114,363,602)	(421,899)
	<b>Balance As per Income Statement</b>	<u>128,278,380</u>	<u>124,890,086</u>
	(Details are shown in Schedule in Donor Grants and Donation sheet)		
<b>32.00</b>	<b>Tax and VAT (Org. tax return own) :</b>		
	Balance As per Receipts and Payments	-	10,000
	Add: Adjustment with Provision for expenses	6,789,255	5,721,351
	<b>Balance As per Income Statement</b>	<u>6,789,255</u>	<u>5,731,351</u>
	(Details are shown in Project/Program base Income sheet)		
<b>33.00</b>	<b>Development Activities Expenses :</b>		
	Balance As per Receipts and Payments	127,788,880	44,779,464
	Add: Adjustment during the year	14,049,471	13,802,377
		<u>141,838,351</u>	<u>58,581,841</u>
	Less: Adjustment during the year	382,014	6,772,465
	<b>Balance As per Income Statement</b>	<u>141,456,337</u>	<u>51,809,376</u>
	(Details are shown in Project/Program base Income sheet)		





**National Development Programme (NDP)**  
**Consolidated Fixed Assets Schedule**  
For the year from 01 July 2020 to 30 June 2021

Sl. No.	Particulars	Cost				Dep. rate	Depreciation				Written down Value 30.06.2021
		Balance as at 01.07.2020	Addition during the year	Adjustment Add/(Less)during the year	Balance as at 30.06.2021		Balance as at 01.07.2020	Charge during the year	Adjustment Add/(Less)during the year	Balance as at 30.06.2021	
<b>A</b>	<b>Micro-Finance:</b>										
1	Land	7,766,041	-	-	7,766,041	0%	-	-	-	-	7,766,041
2	Office Building	33,274,856	9,100,000	-	42,374,856	10%	19,546,354	3,551,528	-	23,097,882	19,276,974
3	Furniture & Fixture	8,577,334	1,444,903	(15,415)	10,006,822	10%	4,728,493	754,668	-	5,483,161	4,523,661
4	Office Equipment	14,429,636	2,383,478	(29,500)	16,783,614	20%	10,007,373	2,158,420	-	12,165,793	4,617,821
5	Vehicle	17,726,763	-	-	17,726,763	20%	13,501,247	1,743,000	-	15,244,247	2,482,516
	<b>Sub-Total</b>	<b>81,774,630</b>	<b>12,928,381</b>	<b>(44,915)</b>	<b>94,658,096</b>		<b>47,783,467</b>	<b>8,207,616</b>	<b>-</b>	<b>55,991,083</b>	<b>38,667,013</b>
<b>B</b>	<b>Training Program:</b>										
1	Land	1,170,500	-	1,170,500	-	0%	-	-	-	-	-
2	Training Centre-Building	20,786,965	-	20,786,965	-	10%	20,786,965	-	20,786,965	-	-
3	Furniture & Fixture	1,293,892	-	1,293,892	-	10%	1,227,561	-	1,227,561	-	-
4	Office Equipment	2,669,837	-	2,669,837	-	20%	2,266,532	-	2,266,532	-	-
5	Vehicle	759,500	-	759,500	-	20%	759,500	-	759,500	-	-
	<b>Sub-Total</b>	<b>26,680,694</b>	<b>-</b>	<b>26,680,694</b>	<b>-</b>		<b>25,040,558</b>	<b>-</b>	<b>25,040,558</b>	<b>-</b>	<b>-</b>
<b>C</b>	<b>General Fund:</b>										
1	Land	2,118,500	-	2,118,500	-	0%	-	-	-	-	-
2	Office Building	-	-	-	-	10%	-	-	-	-	-
3	Furniture & Fixture	886,801	-	886,801	-	10%	539,125	-	539,125	-	-
4	Office Equipment	1,138,507	-	1,138,507	-	20%	1,020,312	-	1,020,312	-	-
5	Vehicle	170,000	-	170,000	-	20%	170,000	-	170,000	-	-
	<b>Sub-Total</b>	<b>4,313,808</b>	<b>-</b>	<b>4,313,808</b>	<b>-</b>		<b>1,729,437</b>	<b>-</b>	<b>1,729,437</b>	<b>-</b>	<b>-</b>
<b>D</b>	<b>Consolidated: (A+B+C)</b>										
1	Land	11,055,041	-	(3,289,000)	7,766,041	0%	-	-	-	-	7,766,041
2	Office Building	54,061,821	9,100,000	(20,786,965)	42,374,856	10%	40,333,319	3,551,528	20,786,965	23,097,882	19,276,974
3	Furniture & Fixture	10,758,027	1,444,903	(2,196,108)	10,006,822	10%	6,495,179	754,668	1,766,686	5,483,161	4,523,661
4	Office Equipment	18,237,980	2,383,478	(3,837,844)	16,783,614	20%	13,294,217	2,158,420	3,286,844	12,165,793	4,617,821
5	Vehicle	18,656,263	-	(929,500)	17,726,763	20%	14,430,747	1,743,000	929,500	15,244,247	2,482,516
	<b>Grands-Total</b>	<b>112,769,132</b>	<b>12,928,381</b>	<b>(31,039,417)</b>	<b>94,658,096</b>		<b>74,553,462</b>	<b>8,207,616</b>	<b>26,769,995</b>	<b>55,991,083</b>	<b>38,667,013</b>
	<b>FY-2019-2020</b>	<b>106,543,221</b>	<b>6,320,660</b>	<b>(94,749)</b>	<b>112,769,132</b>		<b>65,496,558</b>	<b>9,113,823</b>	<b>56,919</b>	<b>74,553,462</b>	<b>38,215,670</b>



**National Development Programm(NDP)**  
**NDP Bhaban, Bagbari, Shahid Nagar, Kamarkhanda, Sirajganj**  
**Consolidated Donor Grants and Donation Statement for FY 2020-2021**

Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Donor Grants FY-20-21	Donor Grants FY-19-20	Remarks
	<b>Development Project Under:Micro - Finance Programme :</b>					
1	Elderly Peoples Livelihoods and Social Dignity Development Project	Social Development, Livelihoods	PKSF & Own Fund	969,546	6,491,402	Under Micro Finance Program
2	ENRICH (Samridhi) Project	Social Development, Agriculture, Training, Livelihoods	PKSF & Own Fund	5,276,768	1,643,810	Under Micro Finance Program
3	Agriculture Unit and Livestock Unit Project	Agriculture	PKSF & Own Fund	835,888	876,218	Under Micro Finance Program ( ECCCCP- Natore-9300)
4	Low Income Community Housing Sector Project (LICHSP)	Social Development, Micro Finance	PKSF & Own Fund	471,159	1,015,053	Under Micro Finance Program
5	Cultural and Sports Programme	Social Development	PKSF & Own Fund	-	446,825	Under Micro Finance Program
6	Adolecent Programme(Koishore)	Social Development	PKSF & Own Fund	1,217,551	773,430	Under Micro Finance Program
7	Sustainable Enterprise Project (SEP)	Social Development, Environment, Livelihoods	PKSF & Own Fund	3,204,339	-	Under Micro Finance Program
8	Sustainable Enterprise Project (SEP-Dairy )	Social Development, Environment, Livelihoods	PKSF & Own Fund	778,470	-	Under Micro Finance Program
9	<b>Sub-Total Donor Grants Under Micro Finance Program-A</b>			<b>12,753,721</b>	<b>11,246,738</b>	-
10	<b>Individual Development Project/Programme :</b>					-
11	Dairy Cluster Development and Expansion Project (under Value Chain Project)	Market Value Chain	PKSF & Own Fund	4,267,978	12,321,316	Direct Project expenditure Tk 1,23,21,316/- and Tk 6,50,000/- expenditure under under Micro finance Programme.(F.Y-2019-2020)
12	SHOUHARDO III Programme	Social Development, Agriculture, Training, Livelihoods	USAID Through CARE	33,352,264	44,773,754	-





Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Donor Grants FY-20-21	Donor Grants FY-19-20	Remarks
13	Access Improved WASH Services For Flood Affected People In Sirajgonj District (WASH) Project	Water, Hygiene & Sanitation	UNICEF	12,112,950	4,192,802	-
14	Strengthen civil society and public Institutions to address Combating Gender Based Violence (CGVB) at Rajshahi	Right and Governance Sector	MJF	2,789,794	-	
15	Disaster Management Programme (DMP): Supported Anticipatory Humanitarian Monsoon Flood in Bangladesh Programme-World Food Program (WFP)	Disaster Management	CARE-BD, UNDP, UNICEF, WFP, IR-B and Own Fund	2,821,338	12,021,557	
16	Improve Maternity Allowance and Lactating Mother Allowance (IMLMA)	Climate Change Adaptation	World Food Program (WFP)	9,689,400	12,650,627	-
17	Extended Community Climate Change Project-Flood (ECCP-Flood)	Social Development, DRR, Economic Sector	PKSF & Own Fund	7,356,799	-	
18	Vulnerable Group Development (VGD) Project	Training, Social Development	DWA	313,198	457,429	-
19	Environment and Energy Program	Climate Change Adaptation	IDCOL and Own Fund	611,573	1,107,003	
20	Strengthen civil society and public Institutions to address gender based violence	Strengthening of Local Government	MJF	4,164,547	4,028,500	-
21	Right to Information for Good Governance Project	Right and Governance Sector	The Asis Foundation	1,960,400	-	
22	Making Markets Works for the Jamuna, Padma and Teesta Chars(M4C)	Agriculture, Value Chain of Market	Swisscontact	4,173,183	555,513	-
23	Combating Early Marriage in Bangladesh Project (CEMBP)	Right and Governance Sector	Plan International Bangladesh	1,663,744		
24	Economic Enhancement Through Strengthening Beef and Goat Market System (EES-RAIGONJ)	Livelihoods and Nutrition, Savings	HEIFER International	8,100,660	10,503,284	-
25	Investment Component for Vulnerable Group Development (ICVGD) Project	Climate Change Adaptation	World Food Program (WFP)	5,331,003	3,163,642	
26	Empowering Local Actors in Promoting Rights of Excluded People (ELAPREP)	Human Right	UNDP	-	717,849	-



Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Donor Grants FY-20-21	Donor Grants FY-19-20	Remarks
27	Emergency Response to the Flood Affected People	DRR and Climate	EDUCO	3,844,620	-	-
28	The Project for Construction of the Loom Training Centre in Sirajgonj District	Institutional Sector	Embassy of Japan in Bangladesh and Own fund	7,075,577	-	-
29	Climate Risk Insurance (CRI) Project	DRR and Climate	OXFAM in Bangladesh through SKS	614,258	-	-
30	Resilience through Economic Empowerment Climate Adaption Leadership and Learning Project (Re Call)	DRR and Climate	OxFAM in Bangladesh	976,403	-	-
31	Urban Management of Internal Migration due to Climate change (UMIMCC) Project	Climate Change Adaptation	GIZ	184,654	2,684,341	-
33	Prevention Respond and Resilience to address burn Violence (PRRVP)	Human Right	MJF through Acid Survivors Foundation (ASF)	364,508	2,623,207	-
33	Economic Enhancement Through Strengthening Beef and Goat Market System (EES-PHASE-2-ULLAPAR)	Livelihoods and Nutrition, Savings	HEIFER International	-	587,720	-
34	Localization Model Establishment in Sirajgonj	Disaster Management	NAHAB	-	248,398	-
35	International Food Policy & Research Institute (IFRI) Project	Social Development Training, Livelihoods	World Food Program (WFP)	185,388	388,012	-
36	Supported Building Resilience to Achieve Zero Hunger (BRAZH) Project-	Social Development, Training, Livelihoods	World Food Program (WFP)	3,570,420	582,094	-
	<b>Sub-Total Individual Development Project/Programme-B</b>			<b>115,524,659</b>	<b>113,607,048</b>	-
37	<b>Grants Received from Different Donor for Disaster</b>			-	36,300	-
	<b>Sub-sub-Total General Fund-C</b>			-	<b>36,300</b>	-
	<b>Grand's Total of Donor Grants and Donor(A+B+C)</b>			<b>128,278,380</b>	<b>124,890,086</b>	-





**National Development Programme(NDP)**  
**NDP Bhaban, Bagbari, Shahid Nagar, Kamarkhanda, Sirajganj**  
**Consolidated Summary Budget Variance Statement for FY 2020-2021**

Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Estimated Budget	Expended in FY 2020-2021	Percentage of Expenditure	Remarks
1	Micro - Finance Programme	Economic Sector	PKSF & Own Fund	7,267,018,704	6,774,113,816	93.22%	
2	Health Services Programme	Social Development Sector	Own Fund	9,805,200	8,927,945	91.05%	
3	Education Supports Programme	Social Development Sector	Own Fund	1,023,630	580,970	56.76%	All activity was not done as per due to COVID-19
4	Elderly Peoples Livelihoods and Social Dignity Development Project (CSR Fund)	Social Development Sector	Own Fund	1,164,400	10,000	0.86%	Project activity whole off for COVID-19
5	Elderly Peoples Livelihoods and Social Dignity Development Project (PKSF & NDP Fund)	Social Development Sector	PKSF & Own Fund	3,297,240	1,648,045	49.98%	Few activities were not done in proper time for COVID-19
5	Alokito Gram -BAGBARI Project	Social Development, Livelihoods Sector	PKSF & Own Fund	519,920	209,188	40.23%	Few activities were not done in proper time for COVID-19
6	ENRICH (Samridhi) Project		PKSF & Own Fund	6,188,220	5,077,241	82.05%	
7	Strengthening Resilience of Livestock Farmers Through Risk Reducing Services	Livelihoods Sector	PKSF & Own Fund	1,468,600	1,045,471	71.19%	A few activity cutted from project as per donor instruction.
8	Adolescent Programme(Koishor)	Social Development Sector	PKSF & Own Fund	3,500,000	2,055,005	58.71%	A few activity cutted from project as per donor instruction.
9	Sustainable Enterprise Project (SEP)	Social Development, Environment, Livelihoods	PKSF & Own Fund	17,194,825	4,382,882	25.49%	Development fund was received from PKSF as lately
10	Low Income Community Housing Sector Project (LICHSP)	Social Development, Economic Sector	PKSF & Own Fund	472,500	456,542	96.62%	
14	Disability People with child Livelihoods and Development Project	Social Development Sector	PKSF and Own Fund	1,171,400	103,000	8.79%	Project was off for COVID-19
15	Gender and Right Unit	Right and Governance Sector	Own fund	439,900	226,387	51.46%	Project activity statrted from March-2021 due to COVI-19
12	Agriculture Project	Agriculture Sector	PKSF & Own Fund	-	1,209,002	0.00%	
10	Extended Community Climate Change Project-Flood (ECCP-Flood)	Social Development, DRR, Economic Sector	PKSF & Own Fund	20,000,000	7,356,799	36.78%	
11	Training Programmme (From MFP and GF)	Institutional Sector	Own Fund	1,670,000	-	0.00%	Most of the training time were mention in the plan March to June -2020. For COVID-19 plan was not performed.
13	Dairy Cluster Development and Expansion Project (under Value Chain Project)	Economic Sector	PKSF & Own Fund	-	4,267,978	0.00%	Budget received after AGM
16	SHOUHARDO III Programme	Social Development, Agriculture, Institutional, Livelihoods	USAID Through CARE Bangladesh	64,438,051	33,352,264	51.76%	Few activities were not done in proper time.



Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Estimated Budget	Expended in FY 2020-2021	Percentage of Expenditure	Remarks
17	Making Markets Works for the Jamuna, Padma and Teesta Chars(M4C)	Agriculture, Economic	Swisscontact	5,000,000	4,173,183	83.46%	
18	Strengthen civil society and public Institutions to address Combating Gender Based Violence (CGVB)	Right and Governance Sector	MJF	4,884,012	4,164,547	85.27%	
18	Strengthen civil society and public Institutions to address Combating Gender Based Violence (CGVB) at Rajsahi	Right and Governance Sector	MJF	-	2,789,794		Agreement was done after AGM
19	Provision of WASH, Child Protection and Nutrition to the flood affected people of Sirajgonj District in 2020	DRR and Climate	UNICEF	-	12,112,950	0.00%	Agreement was done after AGM
20	Right to Information for Good Governance Project	Right and Governance Sector	The Asis Foundation	-	1,960,400	0.00%	Agreement was done after AGM
21	Combating Early Marriage in Bangladesh Project (CEMBP)	Right and Governance Sector	Plan International Bangladesh	-	1,663,744	0.00%	Agreement was done after AGM
22	Water and Sanitation Project	Water, Hygiene & Sanitation	NGO Forum and Own	473,000	-	0.00%	Ring, Pillar were not make
22	Resilience through Economic Empowerment Climate Adaption Leadership and Learning Project (Re Call)	DRR and Climate	OxFAM in Bangladesh	-	976,403		Agreement was done after AGM
23	Urban Management of Internal Migration due to Climate change (UMIMCC) Project	Social Development, DRR, Economic Sector	GIZ	125,475	184,654	147.16%	
24	Improve Maternity Allowance and Lactating Mother Allowance (IMLMA)	Social Development, Right and Governance	World Food Program (WFP)	8,260,788	9,689,400	117.29%	
25	Investment Component Vulnerable Group Development-ICVGD	Social Development, Right and Governance	World Food Program (WFP)	28,813,228	5,331,003	18.50%	Activity time changed as per Donor instruction.
26	International Food Policy & Research Institute (IFPRI) Project	Social Development, Right and Governance	World Food Program (WFP)	1,220,200	185,388	15.19%	Agreement was done after AGM
27	Building Resilience to Achieve Zero Hunger (BRAZH) Project-	DRR and Climate	World Food Program (WFP)	6,705,952	3,570,420	53.24%	
27	Anticipatory Humanitarian Monsoon Flood in Bangladesh Programme	DRR and Climate	World Food Program (WFP)	6,920,900	2,821,338	40.77%	Agreement was done after AGM
28	Prevention Respond and Resilience to address burn Violence (PRRVP)	Right and Governance Sector	MJF through Acid Survivors Foundation	3,695,217	364,508	9.86%	New activities were added after AGM as per Donor requirement
29	Economic Enhancement Through Strengthening Beef and Goat Market System (EES-RAIGONJ)	Economic, Livelihood	HEIFER International	7,304,675	8,100,660	110.90%	
31	Vulnerable Group Development (VGD) Project	Right and Governance Sector	DWA	675,730	313,198	46.35%	Budget was mentioned for full year that one year
32	Environment and Energy Program	Energy and Environment	IDCOL and Own Fund	3,428,600	611,573	17.84%	Here only revenue expenditure has taken, Loan disbursement amount against Biogas not count.
33	Climate Risk Insurance (CRI) Project	DRR and Climate	OXFAM in Bangladesh through SKS	879,000	614,258	69.88%	Recived more activity from Donor and implemented in the field as per plan.





Sl. No.	Name of Project	Name of Sector/Type	Source of Fund	Estimated Budget	Expended in FY 2020-2021	Percentage of Expenditure	Remarks
34	Disaster Management Programme (DMP): Supported Anticipatory Humanitarian Monsoon Flood in Bangladesh Programme-World Food Program (WFP)	DRR and Climate	CARE-BD, UNDP, UNICEF, WFP, IR-B and Own Fund	26,794,000	-	0.00%	Basically disaster expenditure is needed on disaster and grant received from donor
35	AGRO Programme (Dairy, Beef Fattening, Poultry etc)	Agriculture, Social Business	Own fund	21,816,550	26,610,893	121.98%	
36	Emergency Response to the Flood Affected People	DRR and Climate	EDUCO	7,500,000	3,844,620	51.26%	
37	Improve Livelihoods of the Farmers through Promotion of quality agro-inputs (ILQA)	Agriculture	Petrochem Limited & Own fund	-	-	#DIV/0!	Project activity were cut off from plan as per decision of PETROCHEM.
38	Feed Programme for Cattle and Fish	Agriculture, Social Business	Own and Bank Loan Fund	55,560,000	29,655,924	53.38%	New social busines started, here sales target was not fill up as per plan. Hope that it will overcome in next.
39	The Project for Construction of the Loom Training Centre in Sirajgonj District	Institutional Sector	Embassy of Japan in Bangladesh and Own fund	7,075,577	12,194,274	172.34%	Embassy of Japan contributed Tk. NDP Contributed Tk.51,18,697 upto June 2021
40	Training and Resource Centre	Institutional Sector	Own fund	18,818,102	5,254,728	27.92%	Gathering/Training of client were low than plan.
41	SHISTRI Show Room	Social Business	Own fund	477,484	372,725	78.06%	
42	Administration & Management (under General Fund)	Social Development-All	Own fund	17,682,583	2,977,508	16.84%	FDR has not invested for lack of fund. Few activity were not done as per plan which will be carry in next year
<b>Grand's Total</b>				<b>7,633,483,663</b>	<b>6,985,560,628</b>	<b>91.51%</b>	-

Name of Project	Estimated Budget	Expended in FY 2019-20	Percentage of Expenditure	Remarks
<b>Note: FY-2020-2021</b>				
Reveune Budget	819,614,914	580,311,180	70.80%	From Comprehesive Income
Capital Budget	6,813,868,749	6,405,249,448	94.00%	From Budget and Variance statement
<b>Total Budget for FY 2020-2021</b>	<b>7,633,483,663</b>	<b>6,985,560,628</b>	<b>91.51%</b>	
<b>Note: FY-2019-2020</b>				
Reveune Budget	755,584,099	546,077,546	72.27%	From Comprehesive Income
Capital Budget	6,892,459,152	5,344,914,316	77.55%	From Cash and Non Cash R/P
<b>Total Budget for FY 2019-2020</b>	<b>7,648,043,251</b>	<b>5,890,991,862</b>	<b>77.03%</b>	



National Development Programme (NDP)  
Project Wise Statement of Consolidated Financial Position  
As at 30 June 2021

Particulars	Account Code	Micro Finance Programme	Training Program	Grameen Sanit. Project	Closing Project (Mother Account)	General Fund	Shouhardo III Program	W/SM	Value Chain	CCG BV-At Rajshahi	Monsoon Flood in Bangladesh	IMU Flood M/A	ECCOP-Flood	VGD	Energy & Environment	CCGBV Governance	Right to Information Good Governance	MAC Plus e Bill	EES CEM BP	ICESV D	IFPRI	Resilience	Loan Trailing Cent	EDU CO	CRI	Res Call	UMI MCC	Total FY-2020-2021	Total FY-2010-2020	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24							
ASSETS																														
Fixed Assets:	1000																													
Land	1000	7,766,041	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,766,041	11,055,041	
Office Building	1000	42,374,856	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,374,856	54,061,821	
Furniture & Fixture	1000	10,006,822	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,006,822	10,798,027	
Office Equipment	1000	16,783,614	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16,783,614	18,237,890	
Vehicle	1000.01	17,726,763	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,726,763	18,656,263	
General Investment	1010	273,458,474	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	273,458,474	271,959,478	
Loan to Members	1050	3,064,335,521	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,064,335,521	2,596,247,750	
Staff Loan Outstanding	1090	13,422,502	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,422,502	12,859,316	
Advance	1100	8,119,401	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,119,401	8,950,335	
Receivable	1120	14,000,045	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14,000,045	12,894,671	
Stock in printing Materials	1130	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,272,989
Transfer to HO - Intertransaction	1150	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Pay Cash	1175	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash at Bank	1998	324,153,483	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	324,153,483	201,968,631	
Cash in Hand	1999	1,259,467	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,259,467	1,943,104	
TOTAL ASSETS		3,794,796,989																										3,794,796,989	3,243,856,806	
LIABILITY																														
Fund Account	2000	1,254,022,318	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,254,022,318	1,083,659,624	
Reserve:	2020	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DMF Reserve	2020.01	66,305,075	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	66,305,075	38,069,686	
10% Reserve Fund on Capital Fund	2020.01	139,335,815	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	139,335,815	116,492,662	
KGF Reserve	2020.01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Housing Loan Fund	2020.01	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan From (PKSF, Bank and Others)	2030	1,163,784,225	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,163,784,225	898,078,668	
Loan From Others Source	2070	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Staff Security	2090	8,525,437	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,525,437	7,345,504	
Members Saving Account	2090	965,282,315	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	965,282,315	913,535,204	
Risk Migration/Micro Insurance Account	2100	98,486,269	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	98,486,269	72,647,737	
Provision for expenses	2110	7,231,075	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,231,075	4,958,301	
Provision for Interest	2120	32,289,203	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,289,203	13,878,012	
Accumulated Depreciation	2130	55,991,062	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55,991,062	74,553,462	
Others Liabilities:																														
Bills Payable and Others	2150.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan From Project	2150.21	13,544,147	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,544,147	4,535,533	
Staff Contribution Fund	2150.22	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General Committee	2150.23	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Members Contribution	2150.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DMF General Fund	2150.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
COVID-19 Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disaster Management Fund/Reserve Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service Staff Contribution Fund-SSCF	2150.25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL		3,794,796,989																										3,794,796,989	3,243,856,806	





**National Development Programme (NDP)  
Project Wise Statement of consolidated Income & Expenditure  
For the year from 01 July 2020 to 30 June 2021**

Particulars	Account Code	Micro Finance Programme	Training Program	Grants (Semi-Project)	General Fund (Account)	Standards III Program	W/OP	Value Chain	CCOBY-At Rajshahi	Ministry Fund in Bangladesh	HAZARA	ECCOP- Flood	VOD	788TP	Energy & Environment	CCOBY	Right to Information Good Governance	MAC Project B	CENMP	EES	ICVOD	Refugee	EDUCO	CHI	Free Call	UMMCC	Total FY-2020-21	Total FY-2019-20
Service Charge on Micro Finance with all Account and	4000	652,151,712	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	652,151,712	598,519,453
Interest on Bank Account and	4020	23,412,413	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,412,413	19,352,084
Direct Grants	4030	12,753,271	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
101/ANALISE	4030	888,217,846	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EDUCO/USE	4030	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Salary	3000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Advances & Facilities	3000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Salary	3000.001	216,829,259	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	216,829,259	266,587,569
Interest on Bank Account	3010	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest On Member Savings	3010.005	73,459,895	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	73,459,895	68,813,847
Interest On Staff	3010.02	391,836	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	391,836	358,727
Service Charge	3010.025	86,107,154	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	86,107,154	65,338,314
Workshop & Training	3050.001	145,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	145,837	30,391,464
General Admin	3090	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Telephone & Communication	3090.001	4,323,266	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,323,266	9,425,965
Fuel	3090.002	4,597,402	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,597,402	4,355,657
Office rent	3090.003	7,951,254	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,951,254	7,951,254
Postage & Transport	3090.005	885,136	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	885,136	1,961,654
Bank Charge & Comm.	3090.007	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office	3090.008	2,844,252	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,844,252	3,245,715
Legal Charges & Commission	3090.01	773,394	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	773,394	884,975
Legal Charges & Commission	3090.011	371,946	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	371,946	562,112
Commission	3090.012	44,889	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	44,889	187,196
Printing & Stationery	3090.013	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Printing & Stationery	3090.014	2,512,230	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,512,230	4,897,138
Insurance	3090.016	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Medical	3090.017	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Auto Insurance & Credit Rating	3090.018	241,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	241,000	290,000
LLP	3090.019	27,313,199	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,313,199	3,302,285
DMT	3090.021	8,207,816	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,207,816	9,113,823
Advertisement with publicity	3090.022	258,875	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	258,875	262,134
Interest on Bank Account	3090.023	8,789,255	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,789,255	5,731,261
Depreciation	3090.024	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300,000	266,000
Expense for Group	3090.025	26,579	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,579	166,073
Registration	3090.026	921,793	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	921,793	887,278
Print MFA	3090.027	73,631	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	73,631	201,873
Software License Fee and MDP	3090.027	844,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	844,800	940,000
Software License Fee and MDP	3090.027	844,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	844,800	940,000
Other	3097.001	92,362	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	92,362	231,852





National Development Programme (NDP)  
Project Wise Statement of Consolidated Receipts and Payments  
For the year from 01 July 2020 to June 2021

[illegible]







**National Development Programme (NDP)**

**Consolidated Management Report  
For the Year Ended 30 June 2021**

**Kazi Zahir Khan & Co.**  
**Chartered Accountants**

**Date: 12 September 2021**

To The Executive Body  
National Development Programme (NDP)  
NDP Bhaban, Bagbari, Sirajganj

**Subject: Management Letter on the Audit of National Development Programme (NDP) for the year ended as of 30 June 2021.**

We set out in the following pages our management letter containing certain matters concerning the internal control, accounting practices and procedures of your company which came to our attention during the course of our audit.

It is pertinent to mention here that our audit procedures are designed and performed primarily to obtain reasonable assurance about whether the financial statements are free from material misstatements, whether caused by error or other irregularities. Accordingly, we have carried out tests and evaluations of your systems only to the extent necessary for us to decide on reliance to be placed on your procedures and controls in the process of arriving at the above opinion. Thus, such tests and evaluations may not bring to light all the weaknesses that might exist in the systems of internal control and accounting procedures, which a more exhaustive special review of the system might reveal. Please also note fraudulent collusion can override the effectiveness of most controls.

The review of the financial statements and internal controls as well as test of compliance with applicable rules and regulations disclosed certain instances of internal control weaknesses. These weakness have no material effects on the information reported in the financial statements and accordingly do not modify our opinion thereon.

Each of The findings consists of our different heads as under:

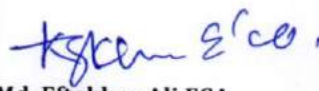
- I. Observation;
- II. Recommendation; and
- III. Management Response.

The matters are offered for consideration of the management of "National Development Programme (NDP)" for the year 30 June 2021 as per ongoing process of improving internal controls and of monitoring compliances with financial and administrative practices and procedures as laid down in applicable laws, rules, regulations, and policies.

We would like to take this opportunity to express our thanks to the management and staff of the company at all levels for the co-operation and assistance that they have extended to us during the course of our audit.

Please do not hesitate to contact us should you require further clarification regarding any of the matters discussed in this report.

Yours Faithfully

  
Md. Eftekhur Ali FCA  
Partner  
KaziZahir Khan & Co.  
Chartered Accountants





### **1.00 Background of the Organization:**

National Development Programme (NDP) is a non Profit, Non-government voluntary development organization. It has been registered with the development of social welfare, government of the people's republic of Bangladesh vide registration NO.siraj-225/92 dated 28 march 1992 and is also registered with NGO affairs Bureau, Government of the peoples of republic of Bangladesh vide registration NO.880 dated 02 January 1995, registered with Micro Credit Authority vide registration no. 01229-00332-00222 dated April 29, 2008.

### **2.00 Objective of the Organization:**

The General Objectives of NDP are as follows:

- Raise community awareness, Capacity building and develop skill human resources
- Enhance poor people's participation and access to development opportunities
- Create employment opportunities and increase income of the poor peoples
- Empower and improve livelihood and dignity of the poor peoples
- Reduce food insecurity and improve nutritional status of the extreme/ultra-poor peoples
- Increase poor people's access to basic primary health care (PHC) and FP services
- Increase poor people's access to education and promote quality education
- Link people with special ability (PWD) with the main stream of development
- Develop poor people's resilience capacity to cope with disasters
- Promote bio-diversity conservation and renewable energy making the earth good for living
- Increase poor people's access to basic rights, entitlements, information and services
- Reduce violence against women and advocacy & legal supports to the distressed women
- Promote human rights, good governance and gender equality
- Strengthen capacity of civil societies, CBO and UP in local level planning and management
- Ensure standard and extent quality services thus earns organizational sustainability

### **3.0 Purpose of the Audit**

The purpose of the audit to express an independent opinion, to the organization upon the level to which the internal control environment supports and promotes to achieve the organizations objectives. The purpose of this external audit planning process is to ensure that resources are appropriately focused in order to provide maximum audit coverage.

Internal control audit is a process designed to provide reasonable assurance regarding the objectives in the following categories-

- Reliability of financial reporting and other management information
- Adherence to local laws, policies and procedures
- Effectiveness of operations
- Supervision and Monitoring
- Strategic management

### **4.00 Basis of preparation of financial statements**

#### **4.01 Basis of accounting**

NDP prepares its financial statements on a going concern basis, under the historical cost convention in accordance with International Financial Reporting Standards (IFRS). NDP follows the accrual basis of accounting (except for donation on cash basis and service charge on MF loan). NDP processes its accounting data in a systematic way ensuring required control. Transactions are recorded in the systems on daily basis and produces vouchers, ledgers, trial balance and financial statements on periodical basis.





#### 4.02 Preparation of financial statements

Financial statements are prepared in accordance with International Financial Reporting Standard (IFRS). The financial statements are expressed in Bangladeshi Taka (BDT).

#### 4.03 Use of estimates and judgments

The preparation of financial statements in conformity with IFRS requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

#### 4.04 Reporting period

The financial period of the NDP Foundation covers one-year period from 01 July 2020 to 30 June 2021.

#### 4.05 Comparative information and rearrangement thereof

Comparative information has been disclosed in respect of the one-year period from 01 July 2019 to 30 June 2020 for all numeric information in the financial statements and also the narrative and descriptive information where it is relevant for understanding of the current year's financial statements. Figures for the period ended on 30 June 2019 have been rearranged wherever considered necessary to ensure comparability with the current period.

#### 4.06 Going concern

Management has assessed NDP's ability to continue as a going concern and is satisfied that NDP has access to resources to continue in business for the foreseeable future. Furthermore, management is not aware of any material uncertainties that may cast significant doubt upon the NDP's ability to continue as a going concern. Therefore, the financial statements continue to be prepared on the going concern basis.

### **5.0 OBSERVATIONS AND RECOMMENDATIONS**

The Management Report has been presented hereunder in compliance with Terms of Reference (ToR) for external auditor as prescribed by the Microcredit Regulatory Authority (MRA).

#### **Current Year's (2020-2021) Observations:**

##### **1. Review of internal control of Financial Management System ensuring accountability and transparency:**

We have made comprehensive review of internal control of Financial Management System of National Development Programme (NDP)-Micro Finance Program to ensure accountability and transparency within the organization. We found the NDP's Financial Management Reporting System is able to generate accurate financial reports that reflect overall financial position of the MFI. We did not notice any deviation from the conventional accounting principles as regards.

Details are stated below: -

##### **Accounting System:**

As a part of the evaluation of NDP accounting systems we have reviewed its system of control and control environment for ways to improve its financial management capacity. We found that the books of account were recorded according to double entry accounting system.



In general, the control environment policies and procedures in place and accounting system of the organization is good and enables fair representation of the state of its financial affairs in the financial statements.

NDP maintains separate books of accounts for its PKSF funded micro credit activities. Books of accounts include, cash book, Control ledger, Subsidiary ledger, salary register, fixed assets register, collection register and loan disburse register. Among the statement of accounts NDP prepares daily collection sheet and Samity wise monthly savings and collection statement etc.

From the evaluation of the control mechanism in place it can be concluded that the control environment and procedure are adequate in most respect.

#### **Books and Register:**

The organization are maintaining Cash Book, Ledger, Voucher, Members Admission Register, Subsidiary Ledger, Savings Refund Register, salary register, fixed assets register, collection register and loan disbursement register which are sufficient to maintain the accounts and records.

#### **Control Ledger:**

The overall control ledgers were cross checked with other books of accounts from which the entries are recorded in the control ledger and found correct.

## **2. Investments (FDR and Fixed assets)**

#### **Observation:**

The NDP made investment against various fund following MRA policy and procedures. The position of investment against the available fund is given below:

#### **Member savings Fund Investment:**

As per MRA Rule 2010 section 34

(1) Every Microcredit Organization must maintain 15% liquidity fund of its entire compulsory, voluntary and term deposit, or whatever name assigned to the deposit funds, in the savings account of a scheduled bank of the branch offices.

(2) Liquidity fund may be maintained in the form of minimum 5% in cash and the remaining portion as fixed deposit.

During the course of our audit we found that the NDP has followed the guidelines.

#### **• Restricted / Statutory Reserve Fund-MF:**

#### **Observation:**

As per rule 20(1) of the MRA Rules 2010, all the MFIs are required to create a Restricted fund which is equal to 10% of accumulated surplus as per rule 20(3) this fund should be invested in scheduled bank under the supervision of the head office of the relevant Microcredit Organization.

The MFI invested Tk.150, 258,865 in FDR in the name of reserved fund out of created reserve fund of Tk. 139,335,814.

**Recommendation:**

The PO should continue the practice to make investment follow the MRA /PKSF guidelines.

- **Fixed Assets:**

**Observation:**

During the financial year NDP has expended an amount of Tk.12, 928,381 for acquisition of fixed assets. Details are as follows: -

Sl No.	Particulars	Amount (Tk.)
01.	Office Building	9100,000
02	Furniture & Fixture	144,4903
03.	Office Equipment	2,383,478
<b>Total</b>		<b>12,928,381</b>

We have verified the voucher of fixed assets acquisition on a randomly selected sample basis and found all related documents in this regards.

**Recommendation:**

The PO should continue the practice to make proper documentations related with the Fixed assets.

**Management Response:**

This practice will continue in future as per recommendation.

**3. Payables and accruals**

**Observation:**

NDP prepares its financial statements on a going concern basis, under the historical cost convention in accordance with International Financial Reporting Standards (IFRS). NDP follows the accrual basis of accounting (except for donation on cash basis and service charge on MF loan). NDP processes its accounting data in a systematic way ensuring required control. Transactions are recorded in the systems on daily basis and produces vouchers, ledgers, trial balance and financial statements on periodical basis.

**Provision for liabilities**

Provisions for liabilities are recognized in accordance with IAS when NDP has a present obligation as a result of a past event and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation, and a reliable estimate of the amount can be made. Provisions are reviewed at each balance sheet date and adjusted to reflect the best current estimate. Where the effect of the time value of money is material, the amount of a provision is the present value of the expenditure expected to be required to settle the obligation.

**Recommendation:**

No recommendation required.

**Management Response:**

This apply will carry on in future as per account.





#### 4. Commercial Loan For Microfinance Programee(Contractual obligation)

##### Details of Bank Loan

Sl. No.	Bank Name	Amount of Tk.	Rate
1	Brac Bank	159,387,650	3.5 %
2	Bangladesh Bank	3950,000	1.5%
<b>Total</b>		<b>163,337,650</b>	

##### Recommendation:

NDP should continue its effort to take commercial Loan at the possible lowest rate.

##### Management Response:

We have taken loan from Bank with the lowest rate.

#### 5. Loan Operation Management.

##### Observation:

During the period 2020-2021 **NDP** has disbursed a sum of Tk 4,939,227,714 and outstanding loan balance as on June 30, 2021 is tk. 3,064,335,520 to the beneficiaries under the components of -

SL. No	Components	Amount (Tk.)
1	JAGORON	884,181,204
2	AGROSOR	1,081,866,797
3	BUNIAD	78,795,332
4	SUFALON	287,151,064
5	SUFALON-KGF	237,732,914
6	IGA PROGRAM	53,303,848
7	LIVELIHOOD IMPROVEMENT	1,364,000
8	ASSETS CREATION	1,571,912
9	LICHSP	148,054,026
10	HOUSING LOAN (GoB)	3,369,114
11	AGROSOR(SEP)	65,175,980
12	AGROSOR(MDP)	60,648,983
13	SANITATION DEVELOPMENT (SDL)	568,670
14	REVOLVING REFINACE SHHEME (RRS)	67,626,776
15	ABASON	58,955,737
16	LIVELIHOOD RESTORATION LOAN (LRL)	33,073,706
17	LOAN FOR ELDERLY PEOPLES INCOME GENERATION (LEPIG)	895,457
<b>TOTAL</b>		<b>3,064,335,520</b>

During the course of our audit we have verified the loan disbursement and recovery procedures and we have also verified the member savings collection and fund utilization. It reveals that the overall system of internal control in loan operation considered satisfactory.

##### Recommendation:

No recommendation is required

##### Management Response:

This apply will carry on in future as per programme.

## 6. Loan Loss Provision-MF

### Observation:

During the period under review we found that the PO has created Loan Loss Provision as per MRA guideline. Detail is given below:

Particulars	Figure in BDT
Required Provision as per MRA Policy	66,305,074
Actual Provision made by the PO	66,305,074
Short Provision	-

### Recommendation:

NDP should continue the practice to follow MRA guidelines to make required Loan Loss Provision.

### Management Response:

NDP will flow MRA guidelines to make required Loan Loss Provision.

## 7. Savings and Deposits

### Observation

#### • Member savings collection and Deposit:

The NDP used to collect Tk. 50 to Tk.100 from each member of the Samity as savings. While checking the member's saving collection and its utilization we found that the 6% interests are paid by the NDP to the members on their savings one in a year.

### Recommendation:

Not required.

### Management Response:

This apply will carry on in future as per programme and MRA guideline.

## 8. Management & Accounting Information Systems and Software Implementation:

### Observation:

The NDP used Micro Finance Monitor accounting software. The NDP provides us AIS report for our verification.

### Recommendation:

The MFI should continue the practice to generate accurate financial information and statements timely by efficient use of the Software.

### Management Response:

This apply will carry on in future as per account.



**9. Recommendation for Training of the NDP's personnel:**

**Observation:**

In view of our comments in the forgoing paragraph, we recommend that the accountants were capable to maintain properly the necessary books and records to generate accurate financial statement. Moreover, training has more benefit to develop human resources.

**Recommendation:**

Special training on financial management, taxation and accounting software should be provided to the accounts personnel to develop their skill and potentiality in maintaining financial discipline in all respects

**Management Response:**

We believe that training is the key for developing in this sector. We will take special training from PKSf or MRA if arrange in future.

**10. Compliance to local Laws:**

**Observation:**

As per provisions of Income Tax Ordinance 1984, NGOs NDP has obtained e-TIN certificate, number-455411511762. NDP the submit Income Tax return for the Assessment year 2020-2021 within due course. NDP has also obtained Vat Registration Certificate, which number is- BIN: 000896677.

**Recommendations:**

NDP should continue the practice to comply government rules and regulations properly.

**Management Response:**

We have obtained TIN and BIN for organization. We are submitting return to local Tax office as regularly against Tin.

**11. Insurance Policy**

We have made security fund, here two kinds of fund are ongoing one is livestock and another is general security fund. When we are giving loan to members then we will collect as per policy and deposit this amount with this fund in branch office. From this fund organization is giving support to members for any kinds of death of members. After the death of member balance of loan is free from this fund.

**12. Cash in hand balance exceeded the approved limit.**

**Observation:**

As per accounts manual of NDP the cashier/branch accountant may hold liquid cash up to the amount Tk. 20,000. During our field visit we found some branches are holding excess cash than the approved limit. Instances are given below:

**Branch Name: Shialkhol.**

Date	Cash in hand Amount	Limit amount	Over limit amount
12.04.2021	169,145/-	20,000/-	149,145/-
13.04.2021	45,728/-	20,000/-	25,728/-
22.04.2021	36,473/-	20,000/-	16,473/-
30.05.2021	48,852/-	20,000/-	28,852/-

**Branch Name: Bagbati**

Date	Cash in hand Amount	Limit amount	Over limit amount
31.10.2020	24,892/-	20,000/-	4,892/-
01.04.2021	22,224/-	20,000/-	2,224/-
31.05.2021	22,334/-	20000/-	2,334/-

**Effect:** - The branches did not comply with accounts manual of NDP regarding daily cash holding limit. Moreover, holding large cash may led the possibility to lose money by the way of theft.

**Recommendation:**

NDP management should take necessary step that all the branches comply with the accounts manual properly to ensure effective internal control.

**Management Response:**

NDP Management should take necessary step that all the branches comply with the accounts manual properly to ensure effective internal control. We are maintaining cash balance as per accounts manual but in few case it was not follow as per manual for COVID-19. We will maintain all rule & regulation in future.

**13. Slow Movement of Fund**

**Observation:**

During the course of our audit, we checked the fund movement of the Fulkucha Branch and found some significant bank balance from March 08, 2021 to March 16, 2021 and slow movement of fund to member loan. Some details are given below:

Sl. No.	Date	Bank Balance	Loan Disbursement
1.	14.03.2021	1,429,851	Loan paid only Tk. 330,000 among 3 members in these three days.
2.	15.03.2021	1,880,869	
3.	16.03.2021	2,128,369	

**Recommendation:**

Management should take necessary steps to utilize the available fund without keeping them idle.

**Management Response:**

The government declared a nationwide lockdown as the second wave of Covid-19 began in March / 2021. As a result; it was not possible to distribute loans among the members. So slow movement of fund to member loan.

**14. Members resolution book was not up to dated**

**Observation:**

During the course of our audit, we visited some shamity and found that no meeting was held and signatures regarding approval of member's loan on resolution book were not found. Also resolution book was not up to date. Details are given below:



SL. No	Shamity Name	Shamity ID Number
01.	SuchanaMohilaShamity	28
02.	PalashMohilaShamity	24
03.	Joy SagorMohilaShamity	23

**Recommendation:**

Member's resolution book should be maintained properly.

**Management Response:**

We are maintaining books as properly but it was not follow 100% for COVID-19. After the end of situation it will maintain as appropriately.

**15. Some passbook has no photograph of members**

**Observation:**

During the course of our audit, we visited some shamites of Bagbati branch. We checked member passbook and found no photograph of members. Details are given below:

Sl.No.	Samity Name	Shamity Id	Member's Name	Member's ID
01	PalashMohilaSamity	24	Mst. Mili Begum	10
02	SuchonaMohilaSamity	28	AklimaAkter	129
03	SuchonaMohilaSamity	28	NazmaKhatun	81

**Recommendation:**

Members photograph should be attached with the member's passbook.

**Management Response:**

We are attaching photo with member passbook, loan application or contract as regularly but in some cases it was mistake. Now we will be attaching photo and all lack will recover.

**16. Some savings has adjusted with member loan without member application.**

**Observation:**

During the course of our audit, we observed that some members saving has adjusted with member's loan with journal voucher but we didn't find any application or authorized signatures of the members on member savings refund register. Details are given below:

**Branch Name: Shialkhol**

Sl. No.	Samity No.	Member's Name	Members ID	Adjusted amount
01	215	AminaAkter	24	10,750/-
02	222	Mina Khatun	05	2,500/-
03	253	Fukrara Begum	11	3,700/-
04	240	Shahida Begum	08	11,400/-
05	267	ShahanaAkter	11	5,300/-
06	245	RinaAkter	23	11,400/-

**Recommendation:**

Management should take necessary steps to preserve all the required documents regarding member's savings refund.

**Management Response:**

We know about COVID-19 situation for this reason income source of member is now low or off. For this cause we took a management decision which was saving adjusted against loan outstanding. For this way application was not collected from members.

**17. Member savings withdrawn by other person without any authorization.**

**Observation:**

During the course of our audit, we checked the savings return register and we found that some member's savings were withdrawn by other persons without any authorization from members. Details are given below:

**Branch Name: Shialkhol**

Sl. No.	Samity No.	Members Name	Savings withdraw (Tk)	Remarks
01	212	Sumona Akter	7,660/-	Withdrawn by Mr. Golam.
02	243	Rasheda Begum	2,500/-	Withdrawn in cash by Field Officer for paid loan.
03	245	Arifa Begum	4,500/-	Withdrawn by Mr. Rahaman.
04	210	Abeda Begum	1,875/-	Withdrawn by Mr. Akbar.

**Recommendation:**

At the time of savings money return signature of the concern member should be ensured.

**Management Response:**

There is no rule for one person to savings withdrawn by other persons without any authorization from members and we do not do that. The members were pregnant or sickness at the time of withdrawn. Our staff has been contacted to the member's by mobile before returning the savings.

**18. MRA subscription has paid**

**Observation:**

During the course of our audit, we checked that MRA subscription has paid of Tk. 10, 99,773/- with VAT 1,43,449/- .to MRA, which PO No 2919472 & 2914474 and dated 29/07/2021

**Recommendation:** No recommendation needed.

**19. Tax returned has submitted for the year 2019-2020.**

**Observation:**

During the course of our audit, we checked that NDP has submitted tax returned for the income year 2019-2020 which acknowledgment number is: R-126/2020-2021 dated 30/11/2020



**Recommendation:** No recommendation needed.

**20. Increase of closing cash and bank balance**

Total closing cash and bank balance of NDP as of 31 June 2020 was taka 202,985,409, whether the cash and bank balance of NDP as of 31 June 2021 is taka 325,412,952. The closing cash and bank balance is increased by Taka 122,427,543, Increase rate 60%.

**Observation:**

Keeping large amount in the bank the MFI has lost the opportunity to earn more revenue from investing the money in the Microfinance program. NDP should take necessary steps to optimum use of its available money.

**Management Response:**

Loan Disbursement is very much low for COVID-19 2<sup>nd</sup> wave, as a result huge amount deposited to Bank. We hope that this situation will be overcome than loan demand will increase and bank balance utilize in main purpose.

**21. Compliance status of Guidelines on prevention of Money Laundering and terrorist financing for NGO/NPO sectors. (As per MRA circular letter No. regu-24).**

**Observation:**

The NDP had developed a anti money laundering policy name "NDP anti money laundering policy 2019" with effective from July 01, 2019. During the audit, we did not notice of any issues of non-compliance of the policy.

**Recommendation**

NDP should continue the practice.

**Compliance of MRA Rules & Regulation**

- a) The Organization has complied with the International Financial Reporting Standards (IFRS) as adopted by the Institute of Chartered Accountants of Bangladesh (ICAB) while maintaining accounting records and preparing financial statements.
- b) While checking test basis, we found that NDP has not undertaken any activity, involved in transaction or provided services that is contrary to "Microcredit Regulatory Authority Act-2006." Or "Micro credit Regulatory Authority Ordinance - 2010." There is no any transaction that goes against the interest of different donors, beneficiaries or the auditor itself.
- c) While checking the Financial Statements we observed that closing balance of last year's audited financial statement has been carried forward as opening balance in current year's accounts.
- d) While checking the books of accounts we observed that the NDP has been maintained proper books for sector-wise receipt of funds and they are properly complied with the rules and regulations as per accounting manual provided by the authority.



- e) While checking the fund management we found that NDP has kept the records separately for the collected funds under various components of micro credit activities and submit separate reports on that basis.
- f) We examined on test basis and we found that NDP has been properly recorded and accounted for the receipt and disbursement of fund from different donor organizations and utilized them as per their principles/ terms and conditions of the agreement with the donors.
- g) While checking the member's savings collection we found that savings are properly recorded and deposited to bank after collection. The organization is paying 6% interest on member's savings.
- h) While checking the loan disbursement process we found that the organization has maintained the formalities and properly complied with the provisions in the rules mentioned before disbursing loan among the beneficiaries.
- i) While checking the documents of passbook, loan / savings collection schedule, and loan application form regarding loan write off, bad loan we found that the organization's management has been preserved separately.
- j) We examined and found that the microcredit organization has been properly complied with the rules regulations relating to the constitutions particularly in respect of formation of General Body and Governing Body.
- k) While examine on test basis we found the physical existence of assets acquired out of surplus service charge and fund received from different sources for institutional development as loan or grants.
- l) While examine on test basis we found that the loans was properly utilized by the beneficiary members.
- m) While checking the cash book we found that all kinds of transactions were done through bank except collection of savings, disbursement of micro credit and some other small amount of transaction.
- n) While checking the collection money from beneficiaries we observed that recovered loan and savings amount from members were duly deposited into bank on the same date.
- o) During the course of our audit we found that collected savings are properly recorded and accounted for at member's level as well as samity level - detailed report stated in the management report.
- p) During the course of our audit we examined that the recovery of loan disbursed out of fund received from several sources are made as per Schedule.
- q) During the course of our audit we found that loan loss provision has been computed and accounted for as per Microcredit Regulatory Authority Act 2006 and Microcredit Regulatory Authority Rules 2010.



- r) We have counted closing cash balance at the time of auditing and found in order. We have checked bank balance of year end by collecting certificate of bank balance and also check Bank Reconciliation Statements and found ok.
- s) While checking the payments procedures we found that payments were made with proper approval authority of bills/ voucher. And a "Budgetary control system" exists in the organization.
- t) During the course of our audit we didn't find any balance left as unusual fund.
- u) We examined some audit report and audited financial statement presented to different donor organizations, regulatory authority and other authorities and found appropriate.
- v) While examine test basis we found that there is a proper compliance with the provision of the Income Tax and Value Added Tax (VAT) authority rules implemented by the Government. - Detailed report stated in the management report.
- w) While checking on test basis we found that the policies i.e., the procurement policy, service policy, loan and savings policy etc. are in place and are properly followed by the organization.
- x) NDP has an internal audit arrangement/ division and internal audit is conducted regularly.
- y) : Comment on Compliance of the status of the prior year (2019-2020) audit observations

Sl. No.	Observations	Implementation Status
01.	Cash in hand balance exceeded the approved limit.	Not Implemented
02.	Daily bank balance was found in excess than the approved limit	Partly Implemented
03.	Decrease of net earning	Implemented
04.	Increase of closing cash and bank balance	Not Implemented

- z) NDP share its audit cost between of micro-credit and other program.
- aa) While checking the transaction processes we examined that transactions are taken place through bank for significant amounts.
- bb) Last three years' ratio analysis and sustainability analysis:

Sl. No.	Particulars	PKSF Standard	Current Year 2020-2021	Last Year 2019-2020	F.Y. 2018-2019
01.	Debt to Capital Ratio	Max 9:1	1.60 : 1	1.89:1	1.99:1
02.	Capital Adequacy Ratio	Min 10%	44.38%	43.91%	39.55%
03.	Debt Service Cover Ratio	1.25:1	8.36 : 1	6.61:1	5.89:1
04.	Current Ratio	Min 2:1	2.31 : 1	2.16:1	1.93:1
05.	Liquidity to Savings Ratio	Min 15%	12.90%	10.56%	10.5%

06.	Rate of Return on Capital	Min 1%	19.38%	16.87%	26.58%
07.	On Time Recovery	Min 92%	93.96%	95.08%	99.54%
08.	Cumulative Recovery Rate (CRR)	Min 95%	95.43%	99.41%	99.92%

From the above ratio it is noted that the recovery rate is good. It is above the standard and consistent; it indicates that the collection efficiency in respect of cumulative amount due as well as current amount due is very high.

**National Developments Programme (NDP)**

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**Auditor's Comments/Observations on specific Areas of PO Relating to Overall Loan Program including PKSF Funded Other Programs and Projects.**

**AS on 30 June 2021**

SL. No	Specific Area	Auditor's Comments/Observations
a.	Effectiveness of Internal Control System	The internal control system of the NDP is found effective.
b.	Effectiveness of Internal Audit Functions	The internal audit team NDP is functioning in accordance with all required standards, policies and procedures.
c.	Compliance with POs Internal Policies	NDP complied with properly internal policies and procedures with some exception.
d.	Compliance with the terms and conditions of the Loan/Grant Agreements with PKSF and other directions of PKSF	The organization properly complied with the terms and conditions of the Loan/Grant agreements with PKSF's direction to perform the activities.
e.	Compliance with Rules and Regulations relating to:	
	i. Microcredit Regularity Authority (MRA)	Micro Credit Regulatory Authority (MRA) compliance with Rules and Regulations.
	ii. National Board of Revenue (NBR)	NDP complied with Rules and Regulations NBR direction to perform the activities properly.
	iii. Other	N/A
f.	Utilization of Fund received from PKSF and other sources	Funds from PKSF and other sources were used properly.