

PRIVATE & CONFIDENTIAL

**AUDIT REPORT AND ACCOUNTS
OF**

**LIBRARY ASSOCIATION OF BANGLADESH
AUDITOR'S REPORT
For the year ended 31 December, 2005**

RAZZAQUE & CO.
CHARTERED ACCOUNTANTS
(AUDIT DIVISION)

AUDITOR'S REPORT
On the Financial Statements of
LIBRARY ASSOCIATION OF BANGLADESH
For the year ended 31st December 2005

In pursuance of our appointment, we have audited the accompanying financial statements, namely, Balance Sheet of Library Association of Bangladesh as of 31st December 2005 and related statement of income and expenditures and statement of Receipts and payments and notes there on for the year from 1st January 2005 to 31st December 2005, the preparation of these financial statements is the responsibility of LAB management. Our responsibility is to express an opinion on these financial statements based on our audit.

• **Vital Information:**

- (a) During the year the organization has made an investment in FDD for the amount of Tk. 650,000.00.
- (b) The organization enabled to make excess income over expenditure for an amount of Tk. 799,710.00 during the period under review.
- (c) The organization has closing bank balance of Tk. 283,933.00 in Shahbag branch of Pubali Bank.

• **Base of Opinion:**

We conducted our audit in accordance with international standards on Auditing those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the financial values of transactions and their disclosures in the financial statements. An audit also includes assessing the accounting principle used and significant estimates made by management, as well as evaluating the over all financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.



• **Opinion:**

In our opinion, the financial statements, as referred to above, in accordance with Bangladesh Accounting Standards (BAS), which are consistent in all material respects with International Accounting Standards (IAS), give a true and fair view of the state of the Organization's affairs as of 31st December 2005 and of the results of its operations for the period then ended and comply with the applicable laws and regulations.

We also report that:-

- * We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit, and made due verification thereof.
- * The Balance sheet, Income and Expenditure Account and Receipts and Payments Account exhibit a true and fair view of the organization's affairs as at 31st December 2005.
- * Proper books of account as required by law were maintained by the organization so far as appeared from our examination.
- * The Balance sheet, Income and Expenditure Account and Receipts and Payments Account are in agreement with the books of accounts maintained by the organization and examined by us.
- * The Balance sheet, Income and Expenditure Account and Receipts and Payments Account have been drawn up in conformity with the required provisions of law.

Dated the Dhaka
The 20 March 2006




Razzaque & Co.
Chartered Accountants

LIBRARY ASSOCIATION OF BANGLADESH
Balance Sheet
As on 31st December 2005

Details	Schedule	(Amount in Taka)
Properly & Assets		
A. Investment		
FDD	2.00	650,000.00
B. Current Assets:		
Cash & Bank Balances	3.00	288,267.00
Total (A+B)		938,267.00
C. Fund & Liabilities:		
Fund account excess of income over expenditure	4.00	138,557.00
Total		938,267.00

Notes: The accompanying notes are an integral part of the financial statements .

Sign in terms of our reports of even date annexed.

Dated the Dhaka
The 20th March, 2006




RAZZAQUE & CO.
Chartered Accountants

LIBRARY ASSOCIATION OF BANGLADESH
Income & Expenditure Accounts
For the year ended 31st December 2005

Detail	Amount (Taka)
A. Income:	
Life membership fees	47,600.00
Provisional certificate fees	24,150.00
Examination fees	107,760.00
Admission fees	193,840.00
Tution fees	50,370.00
Marksheet issued fees	2,790.00
Original certificate issued fees	11,710.00
Sundry received	1,044,485.00
Donation	5,200.00
Directory sale	300.00
Registration fees	5,960.00
Director fees	133,160.00
Advertisement fees	71,750.00
Testimonial issued fees	940.00
Total	<u>1,700,015.00</u>
B. Expenditure :	
Photocopy	4,798.00
Entertainment	215,454.00
Conveyance	6,495.00
Honorarium	110,775.00
Stationary	31,919.00
Postage	3,753.00
Telephone	20,513.00
sundry expenses	165,000.00
Printing & Advertisement	105,675.00
Salary	59,900.00
Donation	5,000.00
Seminar expenses	171,023.00
Total	<u>900,305.00</u>
C. Excess of income over expenditure (A-B)	799,710.00

Notes: The accompanying notes are an integral part of the financial statements .

Sign in terms of our reports of even date annexed.

Dated the Dhaka
The 20th March, 2006



RAZZAQUE & CO.
Chartered Accountants

LIBRARY ASSOCIATION OF BANGLADESH
Receipt and Payment Accounts
For the year ended 31st December 2005

Details	Amount (Taka)
A. Receipt :	
Opening Balance	
Cash at Bank	138,557.00
Life membership fees	47,600.00
Provisional certificate fees	24,150.00
Examination fees	107,760.00
Admission fees	193,840.00
Tution fees	50,370.00
Marksheet issued fees	2,790.00
Original certificate issued fees	11,710.00
Sundry received	1,044,485.00
Donation	5,200.00
Directory sale	300.00
Registration fees	5,960.00
Director fees	133,160.00
Advertisement fees	71,750.00
Testimonial issued fees	940.00
Total	<u>1,838,572.00</u>
B. Payments:	
Photocopy	4,798.00
Entertainment	215,454.00
Conveyance	6,495.00
Honorarium	110,775.00
Stationary	31,919.00
Postage	3,753.00
Telephone	20,513.00
sundry expenses	165,000.00
Printing & Advertisement	105,675.00
Salary	59,900.00
Donation	5,000.00
Seminar expenses	171,023.00
FDD	650,000.00
	<u>1,550,305.00</u>
C. Closing Balance of Funds	
Represented by:	
Cash in Hand	4,334.00
Cash at Bank	283,933.00
	<u>288,267.00</u>
Total (B+C)	<u>1,838,572.00</u>

Notes: The accompanying notes are an integral part of the financial statements.
Sign in terms of our reports of even date annexed.

Dated the Dhaka
The 20th March, 2006



RAZZAQUE & CO.
Chartered Accountants

LIBRARY ASSOCIATION OF BANGLADESH

Notes to the Financial Statements For the year ended 31st December, 2005

1.00 Significant Accounting Policies

1.01 Basis of Accounting

The annexed financial statements have been prepared under historical cost convention basis. The organization maintains accounting on cash basis i.e. all incomes actually received are taken as income and all payments/expenditures actually paid during the year are considered as expenditures.

1.02 Maintenance of Books of Accounts

The organization maintains the books of accounts, ledger and voucher properly and keeps proper accounts of money received.

1.03 Internal Expenditure control

The organization usually follows strict expenditure control.

2.00 FDD: Tk. 650,000.00

The organization made an investment in FDD for an amount of Tk. 650,000.00. All the papers were found in order and authentic in this regard.

3.00 Cash and Bank: Tk. 288,267.00

The break up:	Amount (in Tk.)
Cash in hand	4,334.00
Cash at Bank	283,933.00
	288,267.00



3.01 Cash in hand: Tk. 4,334.00

We could not physically verify the cash in hand as on 31st December 2005 as our audit was post dated. However, we have obtained a cash custody certificate from the management confirming the above balance as at 31st December 2005. Moreover the same has been checked with the balance in cashbook.

3.02 Cash at Bank: Tk. 283,933.00

Cash at bank amounting to Tk. 283,933.00 was lying with Pubali Bank, Shahbag Branch, Dhaka, CD A/C No.-..... We have verified the cash at Bank amount shown in the Balance Sheet with the bank statement.


4.00 Fund Account: Tk. 938,267.00

	Amount (in Taka)
Opening balance	138,557.00
Add/less: Excess of income over exp.	799,710.00
Total	938,267.00

Opening bank balance of previous year has been regarded as opening balance of fund account for Tk. 938,267.00.

Dated the Dhaka
The 20 March, 2006




Razaque & Co.
Chartered Accountants