

AUDITOR'S REPORT
And
AUDITED FINANCIAL STATEMENTS
Of
PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN
A Project of
Fair Finance Asia – Phase 2-Bangladesh Program
For The Period
01st August 2024 to 31th December 2024



Corporate Office:
Sonargaon Terrace (2nd Floor), House-52, Road-13/C, Block-E, Banani, Dhaka-1213, Bangladesh
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PINDEPENDENT AUDITOR'S REPORT

PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN

Opinion

We have audited the accompanying financial statements of "PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN - A Project of Fair Finance Asia – Phase 2-Bangladesh Program as at 31th December 2024, and related Statement of Financial Position, Statement of Income and Expenditure, Receipts and Payments Account and notes to the financial statements for the period from 1st August 2024 to 31th December 2024, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of the Project as at 31th December 2024, in all material respects of the financial position and its financial performance for the period then ended in accordance with **International Financial Reporting Standards (IFRSs)**.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRSs, 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 project'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 or to cease operations, or has no realistic alternative but to do so.

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

Auditor's responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is 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. This 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, but not for the purpose of expressing an opinion on the effectiveness of the project's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosure made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the project's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors report to the related disclosure in the financial statements or, if such disclosure 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 project's 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.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

We believe that the audit evidence we have obtained and provided by "PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN" - A Project of Fair Finance Asia – Phase 2-Bangladesh Program is sufficient and appropriate to provide a basis for our audit opinion.

Other information

Management is responsible for the other information. The other information comprises all of the information included in the Annual Report other than the financial statements and our auditor's report thereon. The Annual Report is expected to be made available to us after the date of this auditors' report.

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 identified above when it becomes available 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.

When we read the report, if we conclude that there is a material misstatement therein, it is required to communicate the matter to those charged with governance.

Limitations of our procedures

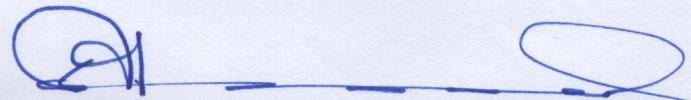
Our tests were limited to document reviews and interviews with office employees and staff. Within the scope of work covered by this report, we have participated in Limited activities with external stakeholders and have only conducted limited testing aimed at verifying the validity of information provided by the entity.

Report on other legal and regulatory requirements

We also report that:

- (a) We have obtained all the information and explanation which to best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof.
- (b) In our opinion, proper books of account as required by law have been kept by "PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN" - A Project of Fair Finance Asia – Phase 2-Bangladesh Program so far as it appeared from our examination of those books.
- (c) The Statement of Financial Position and the Statement of Income and Expenditure dealt with by the report are in agreement with the books of accounts.

Dated: 08 April 2025
Place: Dhaka



Dr. ASM Hossain Tayiab FCA, FIPA, FFA, CISA

Founder Partner
Enrl No. 977

ARTISAN

Chartered Accountants
DVC No.- 2504080977AS786224



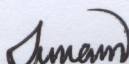
PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN

Project: Fair Finance Asia – Phase 2-Bangladesh Program

Statement of Financial Position

AS AT 31st DECEMBER, 2024

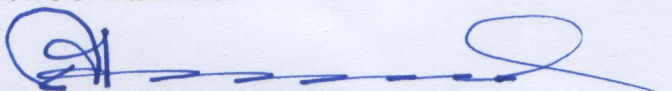
Particulars	Notes	Amount in BDT 31-Dec-24
ASSETS		
Non Current Assets:		-
Property, Plant and Equipment (Less: Accumulated Depreciation)	4	-
Current Assets		160,712
Cash & Cash Equivalents	5	160,712
TOTAL ASSETS		160,712
FUND & LIABILITIES		
Current Liabilities		100,000
Accounts Payable		-
Provision for Expenses	6	100,000
FUND		60,712
Fund Account	7	60,712
TOTAL FUND & LIABILITIES		160,712


Head of Accounts
PRAAN


Chief Executive
PRAAN

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

Dated:08 April 2025
Place: Dhaka


Dr. ASM Hossain Tayiab, FCA, FIPA, FFA, CISA
Partner
Enrol No. 0977
ARTISAN
Chartered Accountants



PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN**Project: Fair Finance Asia – Phase 2-Bangladesh Program****Statement of Comprehensive Income & Expenditure****FOR THE PERIOD FROM 1st AUGUST to 31st DECEMBER 2024**

Particulars	Notes	Amount in BDT 31-Dec-24
-------------	-------	----------------------------

A. INCOME:

Grant Income/Donation
Bank Interest

8

2,154,500

1,626

2,156,126**B. EXPENDITURE:****Programme Cost:**

Activity 2.1: PRAAN will lead the development of three policy
Activity 3.2 PRAAN will co-facilitate joint actions undertaken
by FFA ET, regional partners and/or national coalitions

Short-term Senior Researcher

300,000

Short-term Research Associate

120,000

Activity 4.1 PRAAN facilitate and participate in CSO capacity
building training between 2024 August to 2024 December

Activity 5.1 PRAAN will lead a campaign to mainstream
sustainable finance agenda and or raising awareness of the
general populace about the country coalition's work between
2024 August to 2024 December

166,187

Activity 5.4 PRAAN will lead the development of 4

communications products highlighting sustainable finance

398,218

HR cost at PRAAN**592,677**

Chief Executive

342,677

Project Coordinator (Technical)

75,000

Head of finance

-

Finance & Admin Officer

175,000

Admin and Operating cost at PRAAN**21,250**

Office Rent at PRAAN

21,250

Transportation and perdiem for PRAAN**93,396**

Non-flight transportation

32,801

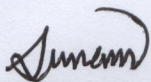
Local conveyance and perdiem

60,595

Bank Charge**637****Audit Fee****50,000**

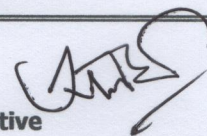
Balance of Income & Expenditures (A-B)

60,712

2,156,126


Head of Accounts
PRAAN

Chief Executive
PRAAN



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

Dated: 08 April 2025
Place: Dhaka

Dr. ASM Hossain Tayiab, FCA, FIPA, FFA, CISA

Partner

Enrol No. 0977

ARTISAN

Chartered Accountants



PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN**Project: Fair Finance Asia – Phase 2-Bangladesh Program**

Statement of Receipts & Payments

FOR THE PERIOD FROM 1st AUGUST to 31st DECEMBER 2024

Particulars		Note	Ammount in BDT 31-Dec-24
A.	<u>OPENING BALANCE:</u>		-
	Cash in hand		-
	Cash at Bank		-
B.	<u>RECEIPTS:</u>		2,158,126
	Grant form Oxfam		2,154,500
	Loan Received		2,000
	Bank Interest		1,626
	TOTAL (A+B)		2,158,126
C. Code#	<u>PAYMENTS:</u>		1,997,414
	Programme Cost		1,287,454
C2201	Activity 2.1: PRAAN will lead the development of three policy briefings (considering in mind about alternative better policy) targeting Financial sector regulators/ FIs/ MDBs and communicate with them throughout the development of these documents- between 2024 August and December 2024		353,049
	Activity 3.2 PRAAN will co-facilitate joint actions undertaken by FFA ET, regional partners and/or national coalitions engaging other actors (on a national level and/or regional level) and/or supporting a joint multi-stakeholder agenda for example learning- sharing, or Just Energy Transition advocacy on a national/regional level learning-sharing and coalition between August 2024 to December 2024 (PBA/ Public Hearing)		
C3202	Short-term Senior Researcher		300,000
C3202	Short-term Research Associate		120,000
C4115	Activity 4.1 PRAAN facilitate and participate in CSO capacity building training (research, monitoring and influencing the financial sector) between 2024 August to 2024 December		-
	Activity 5.1 PRAAN will lead a campaign to mainstream sustainable finance agenda and or raising awareness of the general populace about the country coalition's work between 2024 August to 2024 December (Campaign launch event)		166,187
	Activity 5.4 PRAAN will lead the development of 4 communications products highlighting sustainable finance issues (Print IEC materials)		348,218



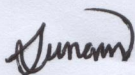
PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN

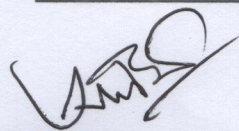
Project: Fair Finance Asia – Phase 2-Bangladesh Program

Statement of Receipts & Payments

FOR THE PERIOD FROM 1st AUGUST to 31st DECEMBER 2024

Particulars	Note	Ammount in BDT 31-Dec-24
HR cost at PRAAN		592,677
C6101 Chief Executive		342,677
C6101 Project Coordinator (Technical)		75,000
C7104 Head of finance		-
C7104 Finance & Admin Officer		175,000
Admin and Operating cost at PRAAN		23,250
C8301 Office Rent at PRAAN		21,250
Loan refund to PRAAN Mother A/C		2,000
Transportation and perdiem for PRAAN		93,396
C3202 Non-flight transportation		32,801
C3202 Local conveyance and perdiem		60,595
Bank Charge		637
D. CLOSING BALANCE:		160,712
Cash in hand		11
Cash at Bank		160,701
TOTAL (C+D)		2,158,126


**Head of Accounts
PRAAN**


**Chief Executive
PRAAN**



PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN

Project: Fair Finance Asia – Phase 2-Bangladesh Program

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31,2024

1.00 About the Organization

1.01 Evolution:

Participatory Research & Action Network- PRAAN is a non profit and non-political organization that has been working for strengthening people's initiative to promote and ensure human rights, economic rights. gender equality, promotion of a culture of peace and non violence, climate resilience, governance, trade justice. rural livelihood global citizenship. and appreciation of cultural diversity for sustainable development in the local level.

1.02 Legal Entity:

PRAAN registered under the Registrar of Joint Stock Companies and Firms (RJSC), vide Registration No. CH-S-261/2004 dated 08.11.2004 and Ministry of Social Welfare of the Government of Bangladesh, vide Registration No. Noakhali – 706/2008 dated 10.06.2008 & NGO Affairs Bureau under Prime Minister's Office of the Government of Bangladesh, vide Registration No. 3387 dated 01.11.2023, for ten years accordingly which will be expired in 31 October 2023.

2.00 Principal of the Entity

2.01 Beneficiaries:

The organization works intensively with youth, women. poor and marginal community, marginal, and underprivileged biodiversity dependent people i. e. forest people, indigenous communities, marginal farmers, fisher communities, and climate-vulnerable

2.02 Vision:

PRAAN envisions a poverty-free pluralist society based on knowledge and technology where everyone's basic needs, rights, and information are ensured.

2.03 Mission :

Work to fight poverty through participatory action research activities followed by social actions to eradicate poverty, lack of knowledge, and Injustice.

2.04 Project Objectives :

1) Financial institutions (FIs) operating across the region increasingly adopt or improve sustainable finance policies, practices and public disclosure.

(2) Regulators and governments increase independent monitoring of FI policy, practice and accountability and transparency, and improve the regulation of FIs, including through mandatory regulation.

(3) Regional financial sector actors take increasing actions to require and enforce improved standards for FIs' policies, practices, accountability and transparency.

(4) Strong and resilient civil society across the region effectively influences the sustainable finance agenda across the region, integrating a gender lens and community voice

(5) Other actors (intermediary stakeholders) have increased awareness and take increased action to influence the sustainable finance agenda



3.00 Significant Accounting Policies

3.01 Basis of preparation of Financial Statements:

The financial statements of the project have been prepared in accordance with Generally Accepted Accounting Principles consistently applied as well as International Accounting Standards as adopted by the Institute of Chartered Accountants of Bangladesh, under historical cost convention following the cash method of accounting

3.02 Components of the Financial Statements:

According to the International Accounting Standard IAS-1 "Presentation of Financial Statements" the complete set of Financial Statements include the following components:

- (a) Statement of Financial position as at 31st December, 2024.
- (b) Statement of Income and Expenditure for the year ended 31st December, 2024.
- (c) Statement of Receipts and payments for the year ended 31st December, 2024.
- (d) Notes to the Financial Statements for the year ended 31st December, 2024.

3.03 Reporting period and currency

These financial statements have been prepared for the period from 1st August, 2024 to 31st December, 2024. The reporting currency is Bangladeshi Taka.

3.04 Basis of consolidation

Consolidation has been done by adding together the line items of the financial statements of different projects and core account. Any inter-project transactions have been properly eliminated during consolidation.

3.05 Use of Estimates:

The presentation of financial statement in conformity with Generally Accepted Accounting Principles require management to make estimates and assumption that affect certain reported amounts and disclosures. No significant estimates have however been made in presentation of the financial statement under audit.

3.06 Property, plant & equipment and Intangible Assets

Property, Plant, and Equipment (PPE) The company's PPE is stated at cost less accumulated depreciation and impairment losses. Depreciation is provided on a straight-line basis over the estimated useful lives of assets. During the reporting period, there were no procurment to PPE, and as of the reporting date, the NGO does not hold any PPE on its balance sheet.

3.07 General

Figures in the financial statements and notes have been rounded off to the nearest Taka. Previous year's figures have been rearranged wherever considered necessary for the purpose of comparison.



PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN**Project: Fair Finance Asia – Phase 2-Bangladesh Program****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31,2024**

Note No.	Particular's:	Amount in BDT 31-Dec-24
4.00	Property, Plant and Equipment	
	Particulars	
	Opening Balance	-
	Add: Procured during the year	-
	Less: Disposal/ Adj during the Year	-
		-
	Less: Accumulated depreciation	-
	Balance as on 31.12.2024	-
5.00	Cash & Cash Equivalents	
	Particulars	
	Cash in hand	11
	Cash at Bank	160,701
	Balance as on 31.12.2024	160,712
5.01	Cash at bank	
	A/C. No. Name of Bank & Branch	
	PRAAN-04 0200022170264 Agrani Bank PLC. Maijdee court	160,701
	Balance as on 31.12.2024	160,701
6.00	Accounts Payable	
	VAT Payable	-
	Closing balance	-
7.00	Provision for Expenses	
	Audit Fee	50,000
	Poster/ Pamphlet	50,000
	Closing balance	100,000
8.00	FUND ACCOUNT:	
	Opening balance	-
	Add: Addition During Period	60,712
	Less: Adjustment During Period	-
		60,712
9.00	Grants	
	Name of the project/programme:	Name of Donor
	Fair Finance Asia (FFA) – Phase 2-Bangladesh Program	OXAM Bangladesh
		2,154,500
		2,154,500



Schedule of VAT & IT (As per Condition 25)

Sl. No.	Budget Code	Details of Expenditure as per Annex A/1	Amount of Expenditure	Deductible Amount (in BDT)		Deducted Amount (in BDT)		Deposited to Govt. Treasury (in BDT)		Outstanding Amount		Treasury/Musak Chalan No. & Date	
				VAT	IT	VAT	IT	VAT	IT	VAT	IT	VAT	IT
1		Activity 2.1: PRAAN will lead the development of three policy briefings (considering in mind about alternative better policy) targeting Financial sector regulators/ FIS/ MDBs and communicate with them throughout the development of these documents- between 2024 August and December 2024	100,000	13,044	13,043	13,044	13,043	13,044	13,043	-	-	2425-0021868785 05.01.25	2425-0021891092 05.01.25
2		Translation cost											
3	C2201	Stationeries/ Material Photocopy/ Book-Reports Purchase	14,911	263	1,022	263	1,022	263	1,022	-	-	2425-0021870474 05.01.25	2425-0021891436 2425-0021891635 2425-0021891885 05.01.25
4		Policy Dialogue/ Meeting with Regulators/ FIS/ MDB	149,450	3,450	2,190	3,450	2,190	3,450	2,190	-	-	2425-0021871155 05.01.25	2425-0021892674 05.01.25
5		Briefing Paper- Printing Cost	88,688	6,188	3,929	6,188	3,929	6,188	3,929	-	-	2425-0021871155 05.01.25	2425-0021892674 05.01.25
6		Sub- Total Amount	353,049										
7		Activity 3.2 PRAAN will co-facilitate joint actions undertaken by FFA ET, regional partners and/or national coalitions engaging other actors (on a national level and/or regional level) and/or supporting a joint multi-stakeholder agenda for example learning- sharing, or Just Energy Transition advocacy on a national/regional level learning-sharing and coalition between Aug 2024 to December 2024 (PBA/ Public Hearing)											
8	C3202	Short-term Senior Researcher	300,000	39,130	26,087	39,130	26,087	39,130	26,087	-	-	2425-0021878318 05.01.24	2425-0021892996 05.01.24
9	C3202	Short-term Research Associate	120,000							-	-		
10		Sub- Total Amount	420,000										
11		Activity 4.1 PRAAN facilitate and participate in CSO capacity building training (research, monitoring and influencing the financial sector) between 2024 August to 2024 December											
12		Venue hire, sound and multi-media	-							-	-		
13		Food/ catering cost	-							-	-		
14		Training materials cost (folder/ bag, pad, pen, vipp card, flip chart, marker, reference materials, photocopy, banner etc.)	-							-	-		
15		Travel allowance for participants and facilitators	-							-	-		
16		Local travel and communication cost	-							-	-		
17		Accommodation for participants	-							-	-		
18	C4115	Volunteer/ rapporteur cost	-							-	-		
19		Preparatory Meeting Cost	-							-	-		
20		Resource Persons Travel Allowance	-							-	-		
21		Sub- Total Amount											
22		Activity 5.1 PRAAN will lead a campaign to mainstream sustainable finance agenda and or raising awareness of the general populace about the country coalition's work between 2024 August to 2024 December (Campaign launch event)											



Sl. No.	Budget Code	Details of Expenditure as per Annex A/1	Amount of Expenditure	Deductible Amount (in BDT)		Deducted Amount (in BDT)		Deposited to Govt. Treasury (in BDT)		Outstanding Amount		Treasury/Musak Chailan No. & Date	
				VAT	IT	VAT	IT	VAT	IT	VAT	IT	VAT	IT
23	C5211	Venue hire, sound and multi-media	118,950	20,080	6,693	20,080	6,693	20,080	6,693	-	-	2425-0014335901 07.11.25	2425-0014336504 07.11.25
24	C5211	Catering cost	35,000										
25	C5211	Branding cost (Backdrop, X-banner etc.)	10,225	700	525	700	525	700	525	-	-	2425-0021882331 05.01.25	2425-0021893160 05.01.25
26	C5211	Material support costs-other	2,012	131	131	131	131	131	131	-	-	2425-0021887281 05.01.25	2425-0021893351 05.01.25
27		Sub- Total Amount	166,187										
28		Activity 5.4 PRAAN will lead the development of 4 communications products highlighting sustainable finance issues (Print IEC materials)											
29	C5112	Poster/ Pamphlet (at least 4 topics)	50,000										
30	C5211	Development a primer on Sustainable Financing/ Just Transition (dev. and print)	198,900	6,900	4,381	6,900	4,381	6,900	4,381	-	-	2425-0021871155 05.01.25	2425-0021892674 05.01.25
31	C5211	Wearable campaign materials/ others	149,318	10,418	6,616	10,418	6,616	10,418	6,616	-	-	2425-0021871155 05.01.25	2425-0021892674 2425-0021893559 05.01.25
32		Sub- Total Amount	398,218										
33		HR cost at PRAAN											
34	C6101	Chief Executive	342,677		1,250		1,250		1,250	-	-		2425-0021895378 05.01.25
35	C6101	Project Coordinator (Technical)	75,000							-	-		
36	C7104	Finance & Admin Officer	175,000		1,250		1,250		1,250	-	-		2425-0021894584 05.01.25
37		Sub- Total Amount	592,677										
38		Admin and Operating cost at PRAAN											
39	C8301	Office Rent at PRAAN	21,250	2,250	750	2,250	750	2,250	750	-	-	2425-0020160279 10.12.25	2425-0020162836 10.12.25
40	C8501	Audit	50,000							-	-		
41		Sub- Total Amount	71,250										
42		Transportation and perdiem for PRAAN											
43	C3202	Non-flight transportation	32,801	2,838	1,420	2,838	1,420	2,838	1,420	-	-	2425-0021890477 05.01.25	2425-0021894080 05.01.25
44	C3202	Local conveyance and perdiem	60,595	3,969	1,986	3,969	1,986	3,969	1,986	-	-	2425-0021889919 2425-0021889537 2425-0021894228 05.01.25	2425-0021893988 2425-0021893842 2425-0021894228 05.01.25
45		Sub- Total Amount	93,396										
46		Total (Country Office Costs)	2,094,777										
47		Bank Charge	637										
48		Grand Total Amount	2,095,414										

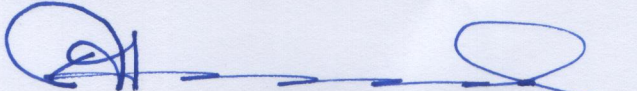


FD-4 Form
Certificate Issued by CA Firm

I undersigned to certify that our CA Firm, ARTISAN, Chartered Accountants has completed the audit of PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN of below mentioned organization's project for the period form 1 August 2024 to 31 December 2024. During the audit, required books of accounts, bill, voucher & necessary evidence have been verified. According to the audited financial statement, relevant information are as follows:

1. Name of the NGO : PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN
2. Registration Number : 3387, Dated 01.11.2023
3. Address [With telephone No. : House 187, Road 10, New Housing Estate, Maijdee Court, Noakhali-3800.
web: www.praan.org.bd;
Email: praanbd.org@gmail.com
4. Name & duration of the project : Fair Finance Asia – Phase 2-Bangladesh Program
Duration : 5 (Five) Months
5. Audit period of the project : 1 August 2024 to 31 December 2024
6. Opening Balance of the period : Nil
7. Foreign donation received : 2,154,500.00
during the audit period
8. Foreign donation utilized : 2,095,414.00
during audit period
9. Balance of unutilized foreign : 59,086.00
donation at the end of audit period

FD-4(1) [Budget Variance-Annexure A/1] statement has been prepared appropriately as per line items of approved budget of the NGO Affairs Bureau.


Dr. ASM Hossain Tayiab FCA, FIPA, FFA, CISA
ACA & BFP (ICAEW)
Partner
Enrl. No. 0977
ARTISAN
Chartered Accountants



PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN

Project: Fair Finance Asia – Phase 2-Bangladesh Program

Statement of Budget Variance

FOR THE PERIOD FROM 1st AUGUST to 31st DECEMBER 2024

Annexure-A/2

Budget Code	Description	Total Revised Budget	Total Expenditure	Variance Amount	Variance %
	Activity 2.1: PRAAN will lead the development of three policy briefings (considering in mind about alternative better policy) targeting Financial sector regulators/ FIs/ MDBs and communicate with them throughout the development of these documents- between 2024 August and December 2024				
C2201	Translation cost	100,000.00	100,000.00	-	100
	Stationeries/ Material Photocopy/ Book-Reports Purchase	15,000.00	14,911.00	89.00	99
	Policy Dialogue/ Meeting with Regulators/ FIs/ MDB	150,000.00	149,450.00	550.00	100
	Briefing Paper- Printing Cost	90,000.00	88,688.00	1,312.00	99
	Sub- Total Amount	355,000.00	353,049.00	1,951.00	99
	Activity 3.2 PRAAN will co-facilitate joint actions undertaken by FFA ET, regional partners and/or national coalitions engaging other actors (on a national level and/or regional level) and/or supporting a joint multi-stakeholder agenda for example learning- sharing, or Just Energy Transition advocacy on a national/regional level learning-sharing and coalition between Aug 2024 to December 2024 (PBA/ Public Hearing)				
C3202	Short-term Senior Researcher	300,000.00	300,000.00	-	100
C3202	Short-term Research Associate	120,000.00	120,000.00	-	100
	Sub- Total Amount	420,000.00	420,000.00	-	100
	Activity 4.1 PRAAN facilitate and participate in CSO capacity building training (research, monitoring and influencing the financial sector) between 2024 August to 2024 December				
C4115	Venue hire, sound and multi-media	60,000.00	-	60,000.00	-
	Food/ catering cost	120,000.00	-	120,000.00	-
	Training materials cost (folder/ bag, pad, pen, vipp card, flip chart, marker, reference materials, photocopy , banner etc.)	60,000.00	-	60,000.00	-
	Travel allowance for participants and facilitators	80,000.00	-	80,000.00	-
	Local travel and communication cost	10,000.00	-	10,000.00	-
	Accommodation for participants	200,000.00	-	200,000.00	-
	Volunteer/ rapportuer cost	8,448.00	-	8,448.00	-
	Preparatory Meeting Cost	5,000.00	-	5,000.00	-
	Resrouce Persons Travel Allowance	20,000.00	-	20,000.00	-
	Sub- Total Amount	563,448.00	-	563,448.00	-
	Activity 5.1 PRAAN will lead a campaign to mainstream sustainable finance agenda and or raising awareness of the general populace about the country coalition's work between 2024 August to 2024 December (Campaign launch event)				
C5211	Venue hire, sound and multi-media	75,000.00	118,950.00	(43,950.00)	159
C5211	Catering cost	35,000.00	35,000.00	-	100
C5211	Branding cost (Backdrop, X-banner etc.)	10,000.00	10,225.00	(225.00)	102
C5211	Material support costs-other	35,000.00	2,012.00	32,988.00	6
	Sub- Total Amount	155,000.00	166,187.00	(11,187.00)	107
	Activity 5.4 PRAAN will lead the development of 4 communications products highlighting sustainable finance issues (Print IEC mateirals)				
C5112	Poster/ Pamphlet (at least 4 topics)	50,000.00	50,000.00	-	100
C5211	Development a primer on Sustainable Financing/ Just Transition (dev. and print)	200,000.00	198,900.00	1,100.00	99
C5211	Wearable campaign materials/ others	150,000.00	149,318.00	682.00	100
	Sub- Total Amount	400,000.00	398,218.00	1,782.00	100
	HR cost at PRAAN				
C6101	Chief Executive	342,677.00	342,677.00	-	100
C6101	Project Coordinator (Technical)	112,500.00	75,000.00	37,500.00	67
C7104	Finance & Admin Officer	175,000.00	175,000.00	-	100
	Sub- Total Amount	630,177.00	592,677.00	37,500.00	94
	Admin and Operating cost at PRAAN				
C8301	Office Rent at PRAAN	25,000.00	21,250.00	3,750.00	85
C8501	Audit	47,000.00	50,000.00	(3,000.00)	106



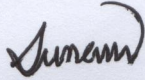
PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN**Project: Fair Finance Asia – Phase 2-Bangladesh Program**

Statement of Budget Variance

FOR THE PERIOD FROM 1st AUGUST to 31st DECEMBER 2024

Annexure-A/2

Budget Code	Description	Total Revised Budget	Total Expenditure	Variance Amount	Variance %
	Sub- Total Amount	72,000.00	71,250.00	750.00	99
	Transportation and perdiem for PRAAN				
C3202	Non-flight transportation	30,000.00	32,801.00	(2,801.00)	109
C3202	Local conveyance and perdiem	67,500.00	60,595.00	6,905.00	90
	Sub- Total Amount	97,500.00	93,396.00	4,104.00	96
	Total (Country Office Costs)	2,693,125.00	2,094,777.00	598,348.00	
	Bank Charge	-	637.00	(637.00)	-100%
	Grand Total Amount	2,693,125	2,095,414	597,711.00	78

**Head of Accounts
PRAAN****Chief Executive
PRAAN**

Auditor's Comments on the Terms of Reference (ToR) given by the NGO Affairs Bureau, Government of the People's Republic of Bangladesh

Name of Organization : PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN
Name of Project : **Fair Finance Asia – Phase 2-Bangladesh Program**

Our observations and comments in respect of the conditions for NGOs audit laid down Circular # 03.09.0000.658.74.01.12-2084 dated 31 December, 2013 issued from the NGO Affairs Bureau, Prime Minister's Office (Government of the People's Republic of Bangladesh) are listed below:

Condition-1

CA firm should maintain most responsible and independent role in case of audit of NGOs.

Observation and comments

We have conducted the audit with due responsibility and kept ourselves fully independent while conducting the audit. We have also complied with the terms and conditions of the audit.

Condition-2

During the audit of NGOs, the audit firm will ensure their compliance with the Rules and Regulations promulgated for the NGOs i.e. the Foreign Donations (Voluntary Activities) Regulation Law 2016, the Foreign Donations (Voluntary Activities) Regulation Ordinance, 1978, the Foreign Donations (Voluntary Activities) Regulation Rules, 1978, the Foreign Contributions Regulation Ordinance, 1982 and Rules of Notification # 07.070.022.03.00.013.2010-90(500) dated 12 April 2012 circulated by the Prime Minister's Office and whether the project has been implemented in terms of approval of the FD-6, FD-7 or FC-1 properly (in which objective and target and items-wise detail budget has been mentioned) and the terms of project approval.

Observation and comments

During our audit we have checked compliance of all the applicable rules, regulations and circulars mentioned above and found that the Project has complied with them. The project has been implemented properly as per terms of approval of the FC-1 and the terms of project approval.

Condition-3

The CA firm, along with the audit report, must issue a certificate regarding receipts and expenditure of foreign Donation in form FD-4 and Annexure-A/1 prescribed by the Bureau. All information in FD-4 regarding foreign donation should be reported on cash basis not accrual. It means no foreign donation should be shown as receivables. Approved budget in FD-4, actual expenditure and variance between the two should be shown in Taka. Item-wise approved budget, actual expenditure, variance and reasons for variance should be shown in Annexure-A/1. Heads and sub-heads and budget against those in Annexure-A/1 would be as per approved project.

Observation and comments

Form FD-4 and Annexure-A/1 as prescribed by NGO Affairs Bureau in respect of foreign donation received by the project and expenditure made there from have been presented in compliance with the guidelines prescribed by the Bureau.

Condition-4

Separate audit report should be prepared for each project and the reports should be based on project year. If the project includes any local income/donation, then it should be shown separately.

Observation and comments

Separate audit report is prepared for each project and the report is based on project year. The project accounts cover from 1st August, 2024 to 31st December, 2024. There is no local income and donation has been received by the project.

Condition-5

The audit report should contain a brief description of the project and its main activities. Name of the project, approval letter no. and date, project area, project period, total project value and project year should be clearly mentioned.

Observation and comments

The brief description of the project, and its objectives and components are described in Note-1.00 to 3.00 (Background and objectives, Page no. 5-6) of the audit report. The reference number and date of the program approval letter, amount of approved budget and fund clearance memo number contained in the fund clearance letter and project period have been mentioned in **Annexure-A/2** (Page no. 11-12) in this report.

Condition-6

Statement of Financial Position (Balance Sheet), Statement of Income and Expenditure and the Receipts and Payments Account should be the part of the audit report and should contain signature of the NGO Management. If in any case the presentation of Financial Position (Balance Sheet) is not mandatory, then an explanation should be included. Auditor should confirm whether the Receipts and Payments Account was prepared based on the ledger items maintained by NGO. In the items where gross amount has been shown, (such as contingency and others), a detail breakdown should be shown in notes.

Observation and comments

The Receipts and Payments Account have been prepared in conformity with the Receipts and Payments Account line items of ledgers maintained by the organization. The details break-up of the items has been given in the Notes to the Financial Statements. There was no difference between line items of ledger and that in the FD-4 and Annexure-A/1. The Statement of Financial Position (Balance Sheet), Statement of Income and Expenditure and the Receipts and Payments Account of the project have been presented along with the audit report.



Condition-7

Every page of the NGO audit report should contain page number, initial of authorized person of CA firm and common seal. But auditor's certificate, statement of financial position, accounts statement, FD-4 certificate and report as per ToR should contain full signature of the auditor. Full name, designation and FCA should be mentioned below the full signature. NGO audit reports should have following sequence:

First part

- Auditor's certificate including scope, opinion, etc;
- Statement of Financial Position (Balance sheet);
- Statement of Income & Expenditure;
- Statement of Receipts & Payments Account;
- Notes to the Financial Statement; and
- Schedule/Appendix/Other Statement;

Second part

- FD-4 certificate;
- Annexure-A/2;
- Notes of FD-4 (if any);
- Report as per ToR of NGOAB (conditions of ToR should be exactly followed)

Observation and comments

Every page of the NGO audit report contains page number, initial of authorized person of CA firm and common seal and Auditor's certificate, statement of financial position, accounts statement, FD-4 certificate and report as per ToR contain full signature of the Auditor. Moreover, NGO audit reports have the above-mentioned sequence.

Condition-8

In case of multiple year project audits, the audit report should contain whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB, In case of continuous project i.e. the project continued in the same name/same type in the earlier year, whether it was audited in the earlier year, if yes, whether the report was submitted to the NGOAB.

Observation and comments

"Fair Finance Asia – Phase 2-Bangladesh Program" commenced from 1st August 2024 and this is our First year audit of the project (Phase-II). After Completion, the audit report will be submitted to the NGOAB.

The duration of this project is 5 (Five) Months from 1st August 2024 to 31st December 2024. We have audited the financial statements of the project for the year ended on 31st December 2024.

Condition-9

After completion of audit, one copy of audit report in sealed envelope should be sent directly to the Deputy Director (Inspection & Audit), NGO Affairs Bureau, Dhaka. It may be mentioned here this report as received in Inspection & Audit Section directly would be eligible.

Observation and comments

One copy of audit report in sealed envelope is being forwarded directly to the Deputy Director (Inspection & Audit), NGO Affairs Bureau, Dhaka.

Condition-10

The number and date of first registration of the NGO with NGOAB should be mentioned along with the latest date of renewal of registration.

Observation and comments

First Registration Number and Date	Reg. No. 3387 dated 01.11.2023
Renewal date of registration	Not Applicable

Condition-11

It should be reported whether the NGO has received all the foreign donations in a single Bank Account as per Section-9 of the Foreign Donations (Voluntary Activities) Regulation Act 2016. The name of the Bank, Account number and Amount should be mentioned if the foreign donation has been received through more than one Bank Account.

Observation and comments

The Entity has received all foreign donations through a single Bank Account. United Commercial Bank PLC. A/c No. # 0572101000003428, amounting Tk. 2,154,500, Maijdi Court Branch, Noakhali.

Condition-12

The account number approved by the NGO Affairs Bureau for receipt of foreign donation (mother account) including name of the Bank and its Branch, amount of donation received and name of the donor in detail should be mentioned. Bank account numbers, branch name, and bank balance of relevant project account should be mentioned. Bank reconciliation between mother account and project account should be checked and certified whether it is correct.

Observation and comments

Details of the bank account number as approved by the NGO Affairs Bureau for receiving foreign donation (mother account) are given below:

Name of bank : United Commercial Bank PLC
 Account Number : 0572101000003428
 Address : Maijdi Court Branch, Noakhali.

Name of Bank	Date of Received	Account No	Donor's Name	Amount in BDT
United Commercial Bank PLC	26.11.2024	0572101000003428	OXFAM-Bangladesh	2,154,500.00
Total				2,154,000.00

Bank reconciliation of mother account has been verified and found satisfactory.



Conditon-13

Donations received in kind should be accounted for after proper valuation and shown in Form FD-4. The portion utilized and the unutilized balance should be described as per Form FD-5.

Observation and comments

No in-kind Donation was received during the year.

Conditon-14

The bank interest/exchange gain on foreign donations should be accounted for in the accounts separately. It should be mentioned whether permission has been accorded by the NGO Affairs Bureau for use of it has approved budget.

Observation and comments

The Bank interest and exchange on foreign donations was nil. So no additional permission and record keeping was required.

Conditon-15

It should be reported as per Section-12 of the Foreign Donations (Voluntary Activities) Act 2016, whether the accounts of NGO are maintained under double entry system of book keeping and cash book/bank book, ledger book, stock register, fixed asset register and other registers were maintained properly.

Observation and comments

The accounts of PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN are maintained under double entry system of book keeping and ledger book and other registers have been maintained properly.

Condition-16

It should be reported whether separate Revolving Loan Fund (RLF) for each donor (including earlier projects) or consolidated account is maintained and whether RLF is audited separately in each year. If RLF from Foreign Donation is not recorded separately and loan disbursed from audited project, then it should be ensured that the service charge is recorded as receipts.

Observation and comments

Not applicable for this project.

Condition-17

It should be mentioned that whether the NGO has obtained license from Micro Credit Regulatory Authority (MRA) for implementation of Micro Credit activities from foreign donation.

Observation and comments

Not applicable for this project.

Condition-18

If any expenditure is made in foreign currency out of the receipt of donation, detail description should be given in the report.

Observation and comments

No expense has been incurred in foreign currency.

Condition-19

It should be mentioned whether any amount of certain head of account spent beyond budget and adjusted with other head of accounts or some unapproved budget amount has been adjusted with the regular amount. If yes, the intention and reason for such over expenditure should be mentioned.

Observation and comments

Excess expenditure has not been adjusted with any other budgeted item or no unbudgeted expenditure has been adjusted with any approved item.

Condition-20

The salaries and allowances of officer/staff and any other expenses above Taka 10,000 are to be paid by bank cheque and bank transfer as per instruction in relevant circular. If the NGO has non-complied with that and paid in cash, that should be mentioned in the report.

Observation and comments

The salaries and allowances of officer/staff of the organization are made through bank transfer and expenses above Taka 10,000 are paid through bank Cheque by PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN.

Condition-21

If the project is implemented through procurement of loan, then the source of loan and information regarding approval of Executive Committee of the NGO should be furnished.

Observation and comments

Project Expenditure has not been met out of loan.

Condition-22

Detail information should be furnished if the members of General Body or Executive Committee receive salary or honorarium. Moreover, it should be mentioned whether the Chief Executive of the Project received any full/part salary/honorarium from audit project and other projects.

Observation and comments

None of the members of the General Committee and Executive Committee has taken any remuneration or honorarium from the project.

Condition-23

It should be reported whether the internal control system of the organization is satisfactory or not.

Observation and comments

We observed that there is no deviation in the internal control system and found the system is satisfactory and adequate.

Condition-24

Whether any money was refunded to the donor, if refunded, details are to be given.

Observation and comments

No money was refunded to the donor during the period under audit.

Condition-25

Comment of the audit firm as to whether Revenue Stamp was affixed, VAT and IT were properly deducted from the bill/vouchers according to the government laws and regulations and deposited to Government Treasury by the organization. The amount of VAT and IT deposited to the Government Exchequer should be mentioned separately. The amount of VAT/IT deductible, deducted and outstanding VAT/IT should be mentioned.

Observations and Comments

Our observation time we have seen, Revenue stamps were affixed on the bill/vouchers where applicable. Though performance of certain test and examination of compliance of VAT and IT laws on sample basis, we observed that tax and VAT were properly deducted and deposited timely to the government treasury. Item wise VAT and IT are given below. A detail of sub-item is also given in Annexure-A/2 (Page 10-11).

Condition-26

It should be reported whether the NGO, as a legal entity, submits income tax return to NBR as per Income Tax Ordinance 1984 for each year. Besides, if there is any expatriates employee in the organization then it should be mentioned whether he/ she is submitting his Income Tax Return regularly and Income Tax Return of prior year has been settled or not.

Observation and comments

PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN has submitted Income Tax Return as per Income Tax Ordinance 1984. The TIN number is 193886273700, Zone-Comilla, Circle-014 (NGO), Comilla. There is no expatriate employee in PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN.

Condition-27

The audit report should state whether any Income Generating Activities (IGA) are included as an ongoing project of the organization, if so, mention whether tax are paid properly on income from such IGA with the name of the source or whether the organization has collected any Income Tax Exemption Certificate from the NBR.

Observation and comments

No Income Generating Activities (IGA) is included as ongoing project of PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN.

Condition-28

It should be reported whether any officer/employee member of executive committee or general committee availed foreign travel by using fund. Air ticket/any other facility received from the foreign sources if so the details of such travel whether permission from NGO Affairs Bureau were taken in respect of the travel.

Observation and comments

There is no approved budget head for foreign travel and no officer/employee, member of executive committee or general committee availed foreign travel by using the project's fund during the year under audit.

Condition-29

The audit report should contain statement of Fixed Assets & Estimated market value of the fixed assets owned by NGO; and relevant fixed assets deed/office rent agreement or donated land or, vehicle and other asset reported in the accounts are in the name of the entity.

Observation and comments

N/A. The project has not purchased any fixed assets and does not possess any during the year under audit.

Condition-30

Whether any sale or transfer of fixed or temporary assets purchased from project fund? If yes, was approval taken from the NGOAB in this regard?

Observation and comments

There was no transfer or sale of PPE or temporary assets purchase during the year under audit.

Condition-31

The audit firm should issue management letter mentioning the irregularities/ineligible cost/unauthorized expenditure/unapproved budgeted expenditure to the management of the organization after completion of the audit. A copy of the management letter should be submitted to Deputy Director (Inspection & Audit). It should be mentioned if such report is not required.

Observation and comments

During our audit, no such reportable issues were found and that's why no management letter was issued.



Condition-32

A CA Firm cannot consecutively audit same Project of the NGO for five years. For this reason, the CA Firm should certify that they did not audit the audit NGO consecutively for five years.

Observation and comments

This is the 1st year audit by the firm.

Condition-33

List of the members of the organization's Executive Committee/Governing Body/Management Committee is to be enclosed in the audit report along with comments on the relationship between the members of the committee (if any).

Observation and comments

In terms of organization PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN has a board of Executive Committee. The names and positions of Executive Committee members are as follows:

Sl. No.	Name	Position
1	ABM Fazlul Haque	Chairperson
2	Kalpona Rani Das	Vice-Chair
3	Nurul Alam Masud	General Secretary
4	Laila Parvin	Join-Secretary
5	Md. Aminuzzaman	Treasurer
6	Abdul Awal	Executive Member
7	Raha Naba Kumar	Executive Member

Condition-34

It should be mentioned whether all the expenses for audit of the project are paid by the organization from the project fund.

Observation and comments

All the expenses for audit of the project are paid by PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN from the project fund.

Condition-35

The audit report should contain the memorandum number with date of firm's enlistment and renewal.

Observation and comments

ARTISAN Chartered Accountants enlisted vide circular no. 03.07.2666.657.43.253.17-2458 dated 24 December 2023, and our serial No. is 32.

Condition-36

The auditor should review and accordingly express their opinion whether all of the transaction of the organization are free from money laundering and terrorist financing activities or not.

Observation and comments

We have reviewed the transaction of PARTICIPATORY RESEARCH & ACTION NETWORK-PRAAN of this project and found those are free from money laundering and terrorist financing activities. Moreover management has informed us through management representation letter that all of transaction of the organization is free from money laundering and terrorist financing activities.

Condition-37

Whether the project approval terms have been followed correctly; and the audit firm should have a detailed opinion as to whether the local administration has been involved in the implementation of the project activities.

Observations and Comments

To the best of our knowledge and belief, it appears that the organization has fulfilled the conditions of project approval and has involved the local administration for implementing the project activities. The management informed us the organization participated in the co-ordination meetings organized by Local Administration and copy of certification from local government which is under process.

Condition-38

Whether the audit has been performed within the stipulated time; if not, the logical reason for this is to be mentioned.

Observations and Comments

The audit assignment has been started in time and have been performed within the stipulated time as per scope and volume of work. Also, the audit procedure related work has completed satisfactorily.

Condition-39

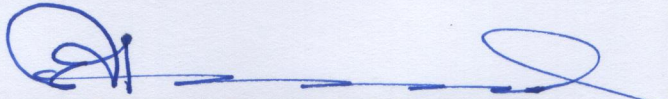
DVC (Data Verification Code) in the Audit Report should be provided.

Observations and Comments

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

DVC No.- 2504080977AS786224

Dated: 08 April 2025
Place: Dhaka



Dr. ASM Hossain Tayiab FCA, FIPA, FFA, CISA
ACA & BFP (ICAEW)
Partner
Enrl. No. 0977
ARTISAN
Chartered Accountants

