

AMEND ROAD SAFETY GHANA
TABLE OF CONTENTS

<u>CONTENT</u>	<u>PAGES</u>
CORPORATE INFORMATION	2
DIRECTOR'S REPORT	3
STATEMENT OF DIRECTORS' RESPONSIBILITIES	4
INDEPENDENT AUDITOR'S REPORT	5-6.
STATEMENT OF FINANCIAL POSITION	7
INCOME AND EXPENDITURE	8
ACCUMULATED FUND	9
STATEMENT OF CASHFLOW	10
NOTES & SCHEDULES TO THE FINANCIAL STATEMENT	11-17.

AMEND ROAD SAFETY GHANA CORPORATE INFORMATION

DIRECTORS	MITCHELL KONO DARKO JEFEREY DRYDEN WITTE JERRY KWEKU QUAINOO
SECRETARY	JERRY KWEKU QUAINOO
REGISTERED OFFICE:	GHANA HIGHWAY AUTHORITY MATERIALS COMPOUND GIFFARD ROAD P. O. BOX GP 21373 TEL: 024-6509955
AUDITORS:	EDDIE NIKOI ACCOUNTING CONSULTANCY CHARTERED ACCOUNTANTS AND MANAGEMENT CONSULTANTS P. O. BOX OS 51 OSU - ACCRA TEL: 0302-774041/ 778784 & 0302-783403 (DZORWULU ANNEX) FAX: 0302-760 396 MOBILE.024-434-4041 E-MAIL: info@enacgh.com / infodz@enacgh.com
BANKERS	CAL BANK LIMITED
REGISTRATION NUMBER:	CG065552016
TIN NUMBER:	C0007236670

AMEND ROAD SAFETY GHANA DIRECTORS' REPORT

The Directors present herewith, the audited accounts of the Organisation for the year ended 31st December 2020, and report thereon as follows:

1. The Statement of Financial Position has been signed by two Directors indicating their approval of such Statement of Financial Position and the attached Accounts on pages 7 to 17.
2. The nature of the Organisation's activities are road safety education, infrastructure improvement, distribution of reflective materials, advocacy and awareness rising and data collection, analysis and evaluation.

	2020 USD	2019 USD	2020 GH¢	2019 GH¢
3. Balance at Start (1/1/2020)	9,825	20,356	47,841	91,167
Surplus (Deficit) Transferred from Income & Expenditure	15,921	(10,531)	91,426	(43,326)
Accumulated Fund for the Period	25,746	9,825	139,267	47,841

4. In accordance with section 134(5) of the Companies Act 2019, (Act 992) the Auditors, Eddie Nikoi Accounting Consultancy, continues in office as Auditors of the Organisation.

Signature.....
Date.....

19-04-2021

Director's Name.....

Signature.....

19/04/2021

Director's Name.....



AMEND ROAD SAFETY GHANA STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing financial statements for each financial year which gives a true and fair view of the state of affairs of the company at the end of the financial year. In preparing those financial statements, the directors are required to:


- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent.
- State whether the applicable accounting standards have been followed.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that they will continue in business

The directors are responsible for ensuring that the company keeps accounting records which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statement comply with IFRS for SMEs. They are responsible for taking such steps as are reasonably open to them to safeguard the assets of the company, and to prevent and detect fraud and other irregularities

The financial statements do not contain untrue statements, misleading facts or limits or omit material facts to the best of our knowledge

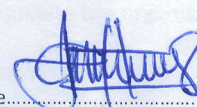
Approval of the financial statements

The financial statements, as indicated, were approved by the Board of Directors and were signed on their behalf by:

Signature.....

Director's name.....MITCHELL KONO D/PAKO

Date.....19-04-2021

Signature.....

Director's name.....JERRY K. OUMUROO

Date.....19/04/2021

AMEND ROAD SAFETY GHANA INDEPENDENT AUDITOR'S REPORT

To the Directors of **AMEND ROAD SAFETY GHANA**

Opinion

In our opinion, the accompanying financial statements present fairly, in all material respects, *a true and fair view of* the financial position of **AMEND ROAD SAFETY GHANA** as at December 31, 2020, and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRSs).

We have audited the financial statements of the organisation which comprise the statement of financial position as at December 31, 2020, and the income statement, statement of changes in equity and statement of cash flows for the year then ended, thus from pages 7 to 10, and notes to the financial statements, including a summary of significant accounting policies from pages 11 to 17.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organisation within the meaning of the Companies Act 2019 (Act 992) and have fulfilled our other responsibilities under those ethical requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Going Concern

The Organisation's financial statements have been prepared using the going concern basis of accounting. The use of this basis of accounting is appropriate unless management either intends to liquidate the organisation or to cease operations, or has no realistic alternative but to do so.

As part of our audit of the financial statements, we have concluded that management's use of the going concern basis of accounting in the preparation of the organisation's financial statements is appropriate.

Management has not identified a material uncertainty that may cast significant doubt on the entity's ability to continue as a going concern, and accordingly none is disclosed in the financial statements. Based on our audit of the financial statements, we also have not identified such a material uncertainty. However, neither management nor the auditor can guarantee the Organisation's ability to continue as a going concern.

AMEND ROAD SAFETY GHANA INDEPENDENT AUDITOR'S REPORT

(Continued)

Responsibilities of Directors for the Financial Statements

The directors are responsible for the preparation and fair presentation of these 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. The directors are responsible for overseeing the Organisation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

The objectives of our audit 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.

Report on Other Legal Requirements

The Companies Act, 2019 (Act 992) requires that in carrying out our audit work we consider and report on the following matters:

We confirm that:

- We have obtained all the information and explanations which to the best of our knowledge and believe were necessary for the purpose of the audit.
- In our opinion proper books of account have been kept by the company in so far as appears from our examination of those books; and
- The company's statement of financial position and income statement are in agreement with the books of account.

SIGNED BY EDDIE NIKOI (ICAG/P/1040)
FOR AND ON BEHALF OF:
EDDIE NIKOI ACCOUNTING CONSULTANCY: (ICAG/F/2021/110)
CHARTERED ACCOUNTANTS
NEAR OSU RE KFC RESTAURANT
P. O. BOX OS 51
OSU - ACCRA



DATE: 2/4/2021, 2021

AMEND ROAD SAFETY GHANA
STATEMENT OF FINANCIAL POSITION
AS AT 31ST DECEMBER, 2020

		2020 USD	2019 USD	2020 GH¢	2019 GH¢
NON-CURRENT ASSETS	NOTES				
Property, Plant and Equipment	1	2,391	1,593	12,421	7,217
		<u>2,391</u>	<u>1,593</u>	<u>12,421</u>	<u>7,217</u>
CURRENT ASSETS					
Inventory	6	327	476	1,322	2,117
Prepayment	9	18,900	6,035	101,406	28,326
Staff Advances	10	-	700	-	3,738
Cash at Bank and on hand	2	9,042	3,596	52,084	20,462
TOTAL CURRENT ASSETS		<u>28,269</u>	<u>10,808</u>	<u>154,812</u>	<u>54,643</u>
TOTAL ASSETS		<u>30,660</u>	<u>12,400</u>	<u>167,233</u>	<u>61,861</u>
FUNDS & LIABILITIES					
Accumulated Fund	Page 9	25,746	9,825	139,267	47,841
		<u>25,746</u>	<u>9,825</u>	<u>139,267</u>	<u>47,841</u>
CURRENT LIABILITIES					
Accrual	3	4,914	2,575	27,966	14,020
		<u>4,914</u>	<u>2,575</u>	<u>27,966</u>	<u>14,020</u>
TOTAL FUND AND LIABILITIES		<u>30,660</u>	<u>12,400</u>	<u>167,233</u>	<u>61,861</u>

Signature:.....

Director's name: MITCHELL KONO DITRISO

Date: 19-04-2021

Signature:.....

Director's name: JERRY K. QUAKOO

Date: 19/04/2021

The notes and Schedules attached form part of these Accounts. Auditors' Report is on pages 5 and 6.

AMEND ROAD SAFETY GHANA
INCOME AND EXPENDITURE ACCOUNTS
FOR THE YEAR ENDED
31ST DECEMBER, 2020

	NOTES	2020 USD	2019 USD	2020 GH¢	2019 GH¢
INCOME					
DONATIONS & GRANTS	4	165,341	84,290	939,251	462,817
TOTAL INCOME		165,341	84,290	939,251	462,817
EXPENDITURE					
ADMINISTRATIVE EXPENSES	8	51,183	43,558	289,775	232,369
PROGRAMME ACTIVITIES	7	98,236	51,263	558,049	273,774
INFRASTRUCTURE PROJECT	5	-	-	-	-
		149,419	94,821	847,825	506,143
SURPLUS/(DEFICIT)		15,921	(10,531)	91,426	(43,326)

AMEND ROAD SAFETY GHANA
ACCUMULATED FUND FOR THE YEAR ENDED
31ST DECEMBER, 2020

	2020 USD	2019 USD	2020 GH¢	2019 GH¢
Balance at Start (1/1/2020)	9,825	20,356	47,841	91,167
Surplus (Deficit) Transferred from Income & Expenditure	15,921	(10,531)	91,426	(43,326)
Accumulated Fund for the Period ended 31/12/2020	25,746	9,825	139,267	47,841

AMEND ROAD SAFETY GHANA
STATEMENT OF CASHFLOW
FOR THE YEAR ENDED
31ST DECEMBER, 2020

	2020 USD	2019 USD	2020 GH¢	2019 GH¢
OPERATING ACTIVITIES				
(Deficit)/Surplus from Income and Expenditure	15,921	(10,531)	91,426	(43,326)
Add Back: Depreciation	525	304	2,311	1,371
(Increase)/Decrease in Inventory	149	442	795	1,934
Increase/(Decrease) in Accruals	2,338	109	13,946	2,638
(Increase)/Decrease in Prepayment	(12,865)	(35)	(73,080)	(186)
(Increase)/Decrease in Staff Advances	700	(700)	3,738	(3,738)
NET CASH OUTFLOW FROM OPERATING ACTIVITIES BEFORE TAX	6,769	(10,411)	39,136	(41,308)
NET CASH OUTFLOW BEFORE INVESTING ACTIVITIES BEFORE TAX				
	-	-	-	-
NET CASH OUTFLOW FROM OPERATING ACTIVITIES AFTER TAX	6,769	(10,411)	39,136	(41,308)
PURCHASE OF NON- CURRENT ASSET	(1,323)	-	(7,514)	-
NET CHANGE IN CASH & CASH EQUIVALENT	5,446	(10,411)	31,622	(41,308)
Add Cash & Cash Equivalent at Start	3,595	14,006	20,461	61,769
CASH & CASH EQUIVALENT AT CLOSE	9,041	3,595	52,083	20,461

AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

1. General information

AMEND ROAD SAFETY GHANA is an organisation incorporated in Ghana, with registration number CG065552016. The address of its registered office and principal place of operation is Ghana Highway Authority, Materials Compound Giffard Road; P. O. Box GP 21373, Accra. **AMEND ROAD SAFETY GHANA's** principal activities are road safety education, infrastructure improvement, distribution of reflective materials, advocacy and awareness rising and data collection, analysis and evaluation.

2. Significant accounting policies

This financial statement prepared by **AMEND ROAD SAFETY GHANA** is in accordance with the IFRS for Small and Medium-size Entities' issued by the International Accounting Standards Board (IASB). The financial statements are presented in Ghana Cedi which is the Organisation's functional currency.

2.1 Going Concern

The organisation's management has made assessment of its ability to continue as a going concern and is satisfied that it has the 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 company's ability to continue as a going concern. Therefore, the financial statements continue to be prepared on the going concern basis.

2.2 Property, plant and equipment

Property, plant and equipment is stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes direct expenditure that are attributable to bringing the asset to the location and the condition necessary for it to be capable of operating in the manner intended by management. The organisation adds to the carrying amount of an item of property, plant and equipment the cost of replacing parts item when that cost is incurred if the replacement part is expected to provide an incremental of such a future benefit to the organisation. The carrying amount of the replaced part is derecognized the period in which they are incurred. All other repairs and maintenance are charged to profit or loss during the period in which they are incurred. Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is charged so as to allocate the cost of asset over their estimated useful lives, using the straight-line method. The following annual rates are used for the depreciation of property, plant and equipment.

Furniture, Fittings and Fixtures	12.50%
Computer & Accessories	33.33%

The assets' useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, if there is any indication of significant change since the last reporting date. Gains and losses on disposals are determined by comparing proceeds with the carrying amount and are recognised within other gains/ (losses) - net' in the profit or loss.

AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

3. Impairment of Assets

At each reporting date, Property Plant and Equipment, intangible assets and investments in associates are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected assets (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount and an impairment loss is recognized immediately in Profit or Loss. Similarly, at each reporting date, inventories are assessed for impairment by comparing the carrying amount of each item of inventory (or group of similar items) with the selling price less cost to complete and sell. If an item of inventory (or group of similar items) is impaired, its carrying amount is reduced to selling price less cost to complete and sell and an impairment loss is recognized immediately in profit or loss

3.1 Foreign Currency Translations

The organisation's financial statements are presented in Ghana Cedi (GHS) which is also the organisation's functional currency. Items included in the financial statements of the organisation are measured using that functional currency.

Transactions and Balances

Transactions in foreign currencies are initially recorded at the functional currency rate prevailing at the date of the transaction. Monetary Assets and Liabilities demonstrated in foreign currencies are translated at the functional currency rate of exchange ruling at the reporting date. All differences are taken to the income statement.

Non-monetary items that are measured in terms of historical cost in the foreign currency are translated using the exchange rate at the date of the initial transaction and are not subsequently restated. Non-monetary items measured at fair value in a foreign currency are translated using the exchange rate at the date when the fair value was determined. Any gains or losses on conversion and translation are dealt with through the statement of comprehensive income.

3.2 Cash and Cash Equivalents

For the purposes of the Cash Flow Statement, Cash and Cash Equivalents comprise cash at banks and in hand, short term fixed deposits with an original maturity of three months or less. Bank overdraft which are repayable on demand. All of the components of the cash and cash equivalent form an integral part of the company's cash management. Cash and cash equivalents are measured subsequently at amortised cost.

3.3 Receivables

Trade receivables are carried at original invoice amount less an estimate made for doubtful debts based on a review of all outstanding amounts at the year end. Bad debts are written off when identified.

AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

3.4 Payables

Payables are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

3.5 Provisions

Provisions are recognised when the organisation has a present obligation (legal or constructive) as a result of past event, it is probable that the organisation will be required to settle the obligation and a reliable estimate can be made of the amount of obligation. The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the end of the reporting period. Taking into account the risks and uncertainties surrounding the obligation. When provision is measured using the cash flows to estimate to settle the present obligation, its carrying amount is the present value of those cash flows (when the effect of the time value of money is material)

When some or all of the economic benefits required to settle a provision are expected to be recovered from the third party, a receivable is recognized as an asset if it is virtually certain that reimbursement will be received and the amount receivable can be measured reliably.

3.6 Employee benefits

The organisation operates a defined contribution plan. Payments to defined contribution retirement benefit plans are recognised as an expense when employees have rendered service entitling them to the contributions. Under the national pension scheme, the company contributes 13% of employees' basic salary to the Social Security and National Insurance Trust (SSNIT) for employee pension. The organisation's obligation therefore rest with SSNIT. A defined benefit plan is a pension plan that is not a defined contribution plan. Typically defined benefit plan defines an amount of pension benefit that an employee will on retirement, usually dependent on one or more factors such as age, years of service and compensation. The organisation does not operate a defined benefit plan.

4. Critical accounting judgments and key sources of estimating uncertainty

In the application of the organisation's accounting policies, which are described in note 2, the directors are required to make judgments, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the review affects only that period, or in the period of the revision affects both current and future periods.

**AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020**

4.1 Key sources of estimating uncertainty

The following are the Key assumptions concerning the future, and other key sources of estimating uncertainty at the end of the reporting period, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

4.2 Useful lives of property, plant and equipment

As described at 2.3 above, the organisation reviews the estimating useful lives of property, plant and equipment at the end of each reporting period. During the current year, directors determined that the useful lives of certain items of equipment should be shortened, due to developments in technology.

5. Liquidity Risk

Liquidity Risk is the risk that the organisation will encounter difficulty in meeting obligations from its financial liabilities.

5.1 Management of Liquidity Risk

The Organisation's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Organisation's reputation.

**AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020**

5.2 Operational Risks

Operational Risk is the risk of direct or indirect loss arising from a wide variety of causes associated with the organisation's processes, personnel, technology and infrastructure, and from external factors other than credit, market and liquidity risks such as those arising from legal and regulatory requirements and generally accepted standards of corporate behavior. Operational risks arise from all of the organisation's operations and are faced by all business entities

5.3 Management of Operational Risks

The organisation's objective is to manage operational risk so as to balance the avoidance of financial losses and damage to the Company's reputation with overall cost effectiveness and to avoid control procedures that restrict initiative and creativity. The primary responsibility for the development and implementation of controls to address operational risk is assigned to senior management within each business unit. This responsibility is supported by the development of overall organisation standards for the management of operational risk in the following areas:

- Requirements for appropriate segregation of duties, including the independent authorisation of transactions
- Requirements for the reconciliation and monitoring of transactions
- Compliance with regulatory and other legal requirements
- Documentation of controls and procedures
- Requirements for the reporting of operational losses and proposed remedial action
- Development of contingency plans
- Training and professional development
- Ethical and business standards
- Risk mitigation, including insurance where this is effective.

Compliance with the organisation's standards is supported by a programme of periodic reviews undertaken by Internal Audit division. The results of Internal Audit Reviews are discussed with the management of the business unit to which they relate, with summaries submitted to the Audit Committee and senior management of the organisation.

AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

1. PROPERTY, PLANT & EQUIPMENTS

COST

Balance as at 1/1/2020

Additions

Deletions

Balance at 31/12/2020

ACCUMULATED DEPRECIATION

Balance at 1/1/2020

Charge for the year

Balance at 31/12/2020

NET BOOK VALUE

Balance at 31/12/2020

Balance at 31/12/2019

2. CASH AT BANK AND ON HAND

This represents cash at bank and on hand as at 31st December, 2020.

Cash at Bank (CAL BANK GHS)

Cash at Bank (CAL BANK CFC DOLLAR)

Cash at Bank (CAL BANK FX)

Petty Cash

3. ACCRUALS

Balance B/F

Payments

Audit Fee

Withholding Tax on Professional fee

Net Salary

Employee Voluntary Contribution Payable

Ghana Water Company

Miscellaneous

SSNIT Tier 1 & 2

PAYE

4. INCOME

This represents inflows from the following Donors

Donation from mother company

Foundation Grants

Exchange gain

Other Income

Interest Income

5. INFRASTRUCTURE PROJECT

6. INVENTORY

Balance B/F

Quantity Issued out

Reflector Bags

Others

COMPUTER & ACCESSORIES	FURNITURE & FITTINGS	TOTAL	TOTAL
33.3% USD	12.5% USD	USD	GHS
-	2,434	2,434	10,970
1,323	-	1,323	7,514
-	-	-	-
1,323	2,434	3,756	18,484
-	841	841	3,752
220	304	525	2,311
220	1,145	1,365	6,063
1,102	1,289	2,391	12,421
-	1,593	1,593	7,217
2020	2019	2020	2019
USD	USD	GH¢	GH¢
2,550	118	14,686	670
6,348	3,209	36,566	18,260
67	227	387	1,293
77	42	445	239
9,042	3,596	52,084	20,462
2020	2019	2020	2019
USD	USD	GH¢	GH¢
2,575	2,467	14,020	11,382
(2,576)	(2,467)	(14,020)	(11,382)
1,000	1,100	5,680.70	5,875
13	7	75	38
1,200	-	6,817	-
189	-	1,079	-
30	-	168.32	-
150	-	852.10	-
1,136	728	6,476	4,016
1,196	741	6,818	4,092
4,914	2,575	27,966	14,020
2020	2019	2020	2019
USD	USD	GH¢	GH¢
165,299	83,000	939,014	443,266
-	1,290	-	6,889
-	-	-	12,660
39	-	219	-
3	0.35	18	2
165,341	84,290	939,251	462,817
2020	2019	2020	2019
USD	USD	GH¢	GH¢
-	-	-	-
-	-	-	-
2020	2019	2020	2019
USD	USD	GH¢	GH¢
476	918	2,117	4,051
(149)	(918)	(795)	(4,051)
-	20	-	104
-	457	-	2,013
327	476	1,322	2,117

AMEND ROAD SAFETY GHANA
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER, 2020

7. PROGRAMME ACTIVITIES

	2020	2019	2020	2019
	USD	USD	GH¢	GH¢
Venue Expenses	-	6,276	-	33,517
Telephone & Internet	69	69	393	370
Professional Services	558	3,180	3,172	16,981
Staff Cost	52,561	29,080	298,581	155,304
RSI Allowances	238	3,401	1,352	18,165
Research/Program Assistant Allowances	243	-	1,379	-
Safety & Teaching Materials	6	70	37	373
Travels	2,477	2,710	14,070	14,474
Stationery, Printing, Scan & Photocopies	210	388	1,196	2,072
Bank Charges	-	30	-	160
Other Program Expenses	431	866	2,447	4,626
Per diem	-	150	-	801
Exchange loss/gain	916	575	5,206	3,072
Meals & Entertainment	34	169	191	904
Infrastructure	37,685	3,192	214,074	17,046
Event Expenses:Meals & Refreshments	829	29	4,709	156
Event Expenses:Decorations & Logistics	352	2	1,997	10
Event Expenses:Media Coverage	1,550	375	8,808	2,001
Other Event Expenses	23	-	130	-
Event Expenses: Gov Officials/Teachers Allowances	54	701	307	3,742
	98,236	51,263	558,049	273,774

8. ADMINISTRATIVE EXPENSES

	2020	2019	2020	2019
	USD	USD	GH¢	GH¢
Staff Cost	28,068	23,022	159,447	122,952
Visas & Permits	359	431	2,040	2,302
Safety & Teaching Materials	-	29	-	155
Rent	12,300	12,000	69,873	64,087
Research/Program Assistant Allowances	728	-	4,134	-
Telephone & Internet	720	561	4,087	2,997
Professional Services	346	88	1,965	469
Travels	2,140	835	12,156	4,459
Meals & Entertainment	381	249	2,163	1,328
Stationery, Printing, Scan & Photocopies	40	734	229	3,922
Licenses & Registration	143	368	814	1,965
Bank Fees	1,061	921	6,027	4,920
Utilities & Waste	-	564	-	3,010
Office Expenses	2,677	1,859	15,205	9,927
Per diem	-	150	-	801
Dues & Periodicals	511	347	2,904	1,854
Audit Fee	1,000	1,100	5,681	5,875
Insurance	34	-	193	-
Exchange loss	1	(5)	(305)	(25)
Miscellaneous	150	-	852	-
Depreciation	525	304	2,311	1,371
	51,183	43,558	289,775	232,369

9. PREPAYMENT

	2020	2019	2020	2019
	USD	USD	GH¢	GH¢
Balance B/F	6,035.47	6,001	28,326	28,140
Additions	18,900	12,536	107,365	66,950
Payments	(6,035)	(12,501)	(34,286)	(66,764)
Balance C/F	18,900	6,035	101,406	28,326

10. STAFF ADVANCES

	2020	2019	2020	2019
	USD	USD	GH¢	GH¢
Balance B/F	700	-	3,738	-
Additions	-	3,005	-	16,050
Payments	(700)	(2,305)	(3,738)	(12,311)
Balance C/F	-	700	-	3,738