

CENTRE FOR COMMUNITY REGENERATION AND DEVELOPMENT

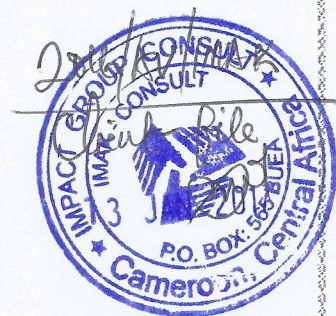
(CCREAD-Cameroon)

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AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR 01-01-2016 – 31-12-2016

Summary version

IMAK CONSULT, CMR-CENTRAL AFRICA,

A registered and Certified Consultancy firm with an Audit

Email: consultimpactgroup@yahoo.com Tel: +237678983779

Reference No: 2017/0067/AV/ce

Date 13 JAN 2017

The Executive Board

Centre for Community Regeneration and Development (CCREAD-Cameroon)

P.O Box 183 Buea, Cameroon –Central Africa

Dear Sir/Madam,

Management letter for the year ended 31 December 2016

We have recently completed our audit of CCREAD-Cameroon which we conducted in accordance with standard accounting procedures. Those standards require that we plan and perform the audit to obtain reasonable assurance that the annual financial statements are free of material misstatements but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit is conducted to enable us to form and express an opinion on the financial statements that have been prepared by management with the oversight of the Executive Board. The audit of the financial statements does not relieve management or the Executive Board of their responsibilities.

However, in accordance with our normal practice, we write to draw your attention to certain matters which we identified during our audit of the financial statements of CCREAD-Cameroon for the year ended 31 December 2016. Those issues are set out in the attached report.

Management responses have been provided through the coordination of the Finance Department.

We would like to thank the management and staff of Centre for Community Regeneration and Development for their assistance and co-operation during the audit.

We would be pleased to provide any clarification that you may require on the issues raised in this report.

Yours faithfully



Dr. Njie Jeanmarie Lyonga
Managing Director

Certified Chartered Accountant and Auditor

BSc,(Acc),MBA (FinAuditin),Ph.D(Business consultancies)

Summary performance ratings on areas reviewed

The table below presents a summary of the audit findings. In the table, we have provided summaries of each finding and a visual indicator of the significance of each, as assessed by IMAK Consult

Key to Summary

Critical	CCREAD-Cameroon should be aware that though its current performance is very satisfactory, it is imperative that for larger operations, account and finance control department should be enforced with additional staff.
Important	Before the end of 2017, it will be good for CCREAD-Cameroon to start separating individual project bank accounts as on their plan. This will facilitate the work of the accounts department.
Good Practice	We noted with satisfaction again that daily checks and records of income and expenditures are very comprehensive and this should continue for even greater performance

2. Bank and Cash Flows

2.1 Dormant Bank Account

IMAK consult noticed during the audit that CCREAD-Cameroon keeps a bank account with CAMCUL number 52391 which was opened in January 2011 as mandated by a donor for use for a specific project. It is very important for this account to be closed since it has not been used since 2014 when the said project was officially closed and the donor provided an end of account satisfactory note.

2.1 Management Response: CCREAD-Cameroon has kept this account open because in the event that another donor insists on using a separate Bank account for its funded project, the account will be activated without having to open another cash flow accounts.

2.2 Uniformity in daily record books for the different program offices

IMAK for the first time in three years noticed that there was a difference in the structure of periodic daily accounts recording style in the records of its three different Country offices in Cameroon. Though the difference was minimal, it is very important that the headings on the recording books be the same for all offices and internal management evaluations be conducted within the same period on all transactions

2.2 Management Response: We have never had such an experience and this difference occurred when the head of the administrative and financial department was on leave and one of her assistants during procurement and mission to the field office in Kumba put a different label on the cash book, different from the ones authorised. We have resolved this for the current period and will never happen again.

3. Compilation of justification forms on income and expenditures for CCREAD-Cameroon

Though we were presented with more than 99.87% of justification documents for all income and expenditures, with all records verified, we noticed that account codes needs to be unified under specific themes such as personnel, Human resources, etc. This will facilitate both internal and external controls at any time

3.1 Management Response: We have done this because more than 90% of the support received was only for direct activity costs and human resources and other indirect costs remained minimal. We have already resumed this categorisation of accounting files and the current period already takes into account this recommendation

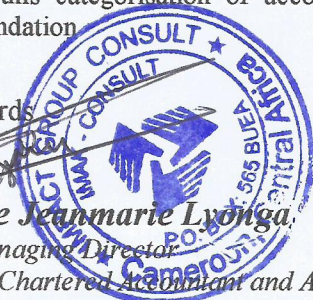
Our regards

Dr. Njie Jeanmarie Lyonga

Managing Director

Certified Chartered Accountant and Auditor

BSc,(Acc),MBA (FinAuditin),Ph.D(Business consultancies)



**STATEMENT OF INCOME AND EXPENDITURE OF CCREAD Cameroon AS FROM JANUARY
1st to DECEMBER 31st 2016**

**A: INCOME
DESCRIPTION**

	Amount (FCFA)
Balance brought forward (Continuing projects)	9,461,175
Annual Membership Contribution	100,000
Consultancy services and support from international volunteers	400,000
Charity farm Production Units	950,000
External Sources (Project grants)	41,000,000
TOTAL INCOME FOR 2016	<u>51,911,175 XAF</u>

B: Verified Expenditure descriptions

Office Rents	500,000
Stationeries and supplies	6,600,000
Fuel	100,000
Utilities (water & Electricity)	90,200
Annual General Meetings	100,000
Telecommunication (phone)	200,000
Internet	100,000
External services & subcontracting	1,000,000
Repairs of motor bikes and equipments	80,000
Emergency food response and health needs for Refugees	1,550,000
Extension services for orphans and widows	1,000,000
Volunteering support	700,000
Bank charges	30,000
Subsidized Auditing fees	280,000
Sustainable agricultural promotion program	7,800,000
ICT Education through school program 3.3	5,800,000
Leadership training program for women	1,100,000
Environmental education and conservation	4,010,500
Governance outreach and advocacy program 4.1	3,500,000
Malaria and cholera campaigns 1	2,320,000
Basic education for orphans program	4,230,500
Human rights for widows and women project	2,017,000
Total expenditure	<u>43,108,200 FCFA</u>

Balance taken forward to 2017 (continuing projects) **8,802,975 FCFA**

Done in Buea, on the

13 JAN 2017

By:

Dr. Njie Jeanmarie Lyonga

Managing Director

Certified Chartered Accountant and Auditor

BSc, (Acc), MBA (Fin.Auditin), Ph.D (Business consultancy)

