

NATIONAL COMMISSION FOR SOCIAL ACTION (NCSA)

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

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National Commission for Social Action
Financial Statement for the period ended 31st December 2020

GENERAL INFORMATION

Address:

14-16 Charlotte Street,
 Freetown.

Board Members

1. PC Foday Musa
2. PC Sadiq Kapuwa
3. PC Mdm. Sallay Gendemeh
4. Mdm. Alberta Demby
5. Mr Baba Fortune
6. PC Mdm. Wokie Massaquoi
7. PC Alimany Lahai
8. Mr Christian Leigh
9. Rev. Joseph Khanda
10. Mr Mohamed S. Jalloh
11. Mrs Grace Fullah
12. Mdm. Gladys Hastings-Spaine
13. Mr Aiah Thomas
14. Mr John Caulker

Members of the Commission

1. Abu Bockarie Kokofele
2. Dr Sao Kpato Isata H. Max-Kyne
3. Frederick Kofi Addai
4. Mohamed Rashid Bah
5. Sheku Kutubu Konneh
6. Kweku Djang
- Commissioner
- Deputy Commissioner
- Senior Director Support Services
- Senior Director Programmes
- Director of Finance
- Director Admin Human Resources
- April 2018 – to date
- June 2018 – to date
- January 2019 – to date
- January 2019- to date
- January 2019 to date
- 2017 – to date

Bankers

Bank of Sierra Leone,
 Sika Stevens Street,
 Freetown.

Auditors

ARVS Partners,
 Chartered Accountants,
 18B Gooding Drive,
 Off Regent Road, Lumley,
 Freetown.

BACKGROUND

To promote community-based, demand-driven and sustainable development activities; mobilize funds to implement Programmes for the social protection of extremely poor and vulnerable households; social and economic opportunities, humanitarian assistance and building capacity of local governments leading to the alleviation of poverty and improvement in the speed, quality and impact of development initiatives, in cooperation with non-governmental organizations, relevant MDAs, private sector partners and other interested parties

Vision and Mission Statements

Vision: A country with reduced poverty and vulnerability; sustainable and improved livelihood for all persons, especially women, youths, girls and boys and persons living with disability.
Mission: To promote the efficient and effective delivery of social and economic services, capacity building and humanitarian assistance programmes including social protection leading to the alleviation of poverty, reduction in the risk of renewed conflict and improvements in the wellbeing of Sierra Leoneans.

Core Values: The core values on which NaCSA operates are:

Integrity: As a national agency of Government working across diverse sectors and with multiple stakeholders, NaCSA places premium on integrity which is considered very critical for the survival and image of the agency. In this regard, NaCSA ensures that its staff and contractors maintain the highest degree of probity and observe ethical standards in all its activities within the agency and also in all its external as well as field operations.

Accountability: In order to give meaning to the accountability standards, NaCSA ensures that its activities and operations are open to the public and its numerous partners; it also ensures that compliance is non-negotiable in all its operations.

Transparency: As a trusted national agency of the Government and People of Sierra Leone, NaCSA does not only believe in but strives at all times to uphold all the tenets of transparency, enhancing its visibility and sharing pertinent information on its operations. In fulfilment of its belief in transparency, NaCSA ensures that there is always full disclosure to all parties and this is mostly done through consultations, joint planning and execution as well as preparing and sharing programme information and outreach through radio and TV programmes.

Trust: building trust and working in partnerships with people and communities is critical to NaCSA's continued existence. In this regard, the agency places emphasis on openness as a way to develop and maintain trust of the Government and People of Sierra Leone, its numerous partners and funding agencies. In addition to institutionalising public disclosures, the agency holds itself and partners accountable and is available to make clarifications and share information on all aspects of its operations at all times.

Equity: NaCSA upholds fairness and equality and this value informs all its planning and partnership arrangements. The agency ensures that all parties are always treated on fair and equal basis and this is also a parameter that helps guide resource and benefit allocation to ensure that each receives according to their needs and wants. The segments of the population – men, women, young people and persons with special needs are treated equally at all times.

Ethics: The Commission believes that upholding high ethical standards is non-negotiable and to that end, NaCSA ensures that all its activities and the conduct of its Staff and contractors conform to

acceptable behaviour at all times and any observed or reported breach is promptly investigated and appropriate remedial actions taken.

Team Work: The nature of the Commission's work dictates that it initiates and maintains various types and levels of relationships. In order to ensure that the mandate of the agency is fully and effectively realised, NaCSA works with different categories of people at all times and this requires the agency to emphasise working in a team and therefore efforts at team building and promoting good team dynamics is highly valued by all who work for and with NaCSA.

Innovation: In order to stay agile and relevant, NaCSA ensures that it is continually reviewing its mandate, programmes, processes and systems to ensure that there are new ways of thinking, facilitating reorientation and adopting improved and effective ways of conducting business in the execution of its mandate.

Drive: NaCSA's drive is to remain responsive in continuing to serve as Sierra Leone's premier national institution that leads on community and national development through the provision of infrastructural, livelihood, humanitarian and capacity development support to vulnerable groups of people in the country with a view of addressing their welfare, improving their living conditions and ensuring poverty eradication with emphasis on flexibility and timeliness.

National Commission for Social Action
Financial Statement for the period ended 31st December 2020

REPORT OF THE COMMISSION

The Commission agreed on accounting practice requires by the Finance Unit of the Commission to prepare Financial Statements for each financial year, which gives a true and fair view of the state of affairs of the Commission and of the resources and expenditure for that period. In preparing these Financial Statements the Finance Unit is required to:-

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State the applicable accounting standards which have been followed,
- Maintain accounting books, records, documents and other evidence relating to agreement with Act of Parliament adequate to show, without limitation, all costs incurred by the Commission and the overall progress of programs undertaken by the Commission.
- Safeguard the assets of the Commission.

The Finance Unit is responsible for keeping proper accounting records, which disclose with accuracy at any time the financial position of the Commission and to enable them to ensure that the Financial Statements comply with Generally Accepted Accounting Principles (GAAP). They are also responsible for safeguarding the assets of the Commission and hence for taking reasonable steps for the prevention and detection of fraud, errors and other irregularities.

Funding:

The financial activities carried out by the National Commission for Social Action (NaCSA), for the year 31st December 2020, were made possible by Government Subvention.

Financial Statements

The annexed financial statement discloses the financial activities of the National Commission for Social Action (NaCSA) for the year ended 31st December, 2020.

By order of the Chairman, Board of Directors


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09/08/21



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Freetown, Sierra Leone
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF NATIONAL COMMISSION FOR SOCIAL ACTION

We have audited the financial statements of National Commission for Social Action (NaCSA) which comprise the balance sheet as at 31st December, 2020, Income Statement, Cash Flow Statement and the notes to the Financial Statements which include a summary of significant accounting policies and other explanatory notes.

The Commissioners Responsibility for the Financial Statements
As described on page 4, members of the Commission are responsible for the preparation and fair presentation of these Financial Statements in accordance with Generally Accepted Accounting Principles (GAAP) and in the manner required by the Public Financial Management Act 2016 and the National Commission for Social Action Act. This responsibility includes; designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud, error or other irregularities.

Our report had been prepared pursuant to the requirements of the Public Financial Management Act 2016, the National Commission for Social Action Act.

Basis of Opinion

We conducted our audit in accordance with Generally Accepted Accounting Principles (GAAP). An audit includes examination, on a test basis of evidence relevant to the amounts and disclosures in the Financial Statements.

It also includes assessment of significant estimates and judgments made by members of the Board with regards the preparation of the Financial Statements and of whether the accounting policies are appropriate to the organization's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the Financial Statement are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the Financial Statements.

National Commission for Social Action
Financial Statement for the period ended 31st December 2020

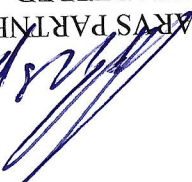
In common with many organizations of this nature, the system of control of National Commission for Social Action (NaCSA) is dependent on the close involvement of management. We have accepted assurance from Management and the Board that all the financial transactions for the year ended 31st December 2020 has been reflected in the accounting records of the organization.

Opinion

In our opinion the Financial Statement referred to above present fairly, in all material respect, the financial position of the Commission as at 31st December 2020 and the results of its activities and its Cash Flow for the year then ended in conformity with generally accepted accounting principles.

Freetown

Date: 09/08/2021


ARVS Partners
Chartered Accountants &
Business Consultants
CHARTERED ACCOUNTANTS

National Commission for Social Action
Financial Statement for the period ended 31st December 2020

Income Statement for the year ended 31st December 2020

In thousands of Leones

	Notes	2020	2019
		LE'000	LE'000
Income	3	3,139,122	13,117,827
Counterpart Funds	3	23,624,281	26,763,403
Expenditure	4a	(2,970,827)	(13,186,120)
Counterpart Funds	4b	(23,624,281)	(26,595,108)
(Deficit)/Surplus for the year		168,295	(68,293)

National Commission for Social Action
 Financial Statement for the period ended 31st December 2020

Statement of Financial Position
 As at 31 December 2020

	Notes	2020 LE'000	2019 LE'000	2019 LE'000
Current Assets				
Cash & Cash Equivalent		205,656		
Furniture and		7,088		
Equipment		(709)		
		<u>6,379</u>		<u>55,651</u>
Total Assets		212,035		
Current Liabilities				
Payables & Accruals	7	<u>(58,088)</u>		<u>(70,000)</u>
Current asset less current Liability			<u>153,947</u>	<u>(14,349)</u>
Net Assets			<u>153,947</u>	<u>(14,349)</u>
Represented by:				
Accumulated Fund	6		<u>153,947</u>	<u>(14,349)</u>

The Financial Statements were approved on 27th August 2021.

Senior F.

Commissioner

Senior Director Support Services

Director of Finance

Cash Flow Statement

	2020	2019
	LE'000	LE'000
Deficit/Surplus	<u>168,295</u>	<u>(68,293)</u>
Net cashflow from operating activities	221,383	(68,293)
Net cash flow from investing activities	(6,378)	-
Net cash flow from financing activities	(65,000)	-
Changes in Cash and Cash Equivalent		
Increase/decrease in cash and cash equivalent for the year	150,004	(50,793)
Cash and cash equivalent at the start of the year	55,651	106,444
Cash and cash equivalent at the end of the year	<u>205,655</u>	<u>55,651</u>

Notes forming part of the Financial Statement for the year ended 31st December, 2020.

1. **Reporting Entity**
 The National Commission for Social Action (NaCSA) was established with the key aim to promote the efficient and effective delivery of social and economic services, capacity building and humanitarian assistance programmes including social protection leading to the alleviation of poverty, reduction in the risk of renewed conflict and improvements in the wellbeing of Sierra Leoneans.
2. **Significant accounting policies:**
 The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Commission's financial statements.

(a) Basis of Preparation
 The Financial Statement have been prepared under the historical cost convention. The cash flow statement is prepared using the indirect method. The financial statements are prepared on an accrual basis.

(b) Statement of compliance
 The financial statement are prepare in accordance with Generally Accepted Accounting Principles (GAAP) and the Laws of Sierra Leone including National Commission for Social Action (NaCSA) Act.

(c) Depreciation
 Depreciation of tangible fixed assets has been provided on a straight line basis at the following annual rates, which have been calculated to write off the cost of each asset over its expected useful lives as follows:

Equipment	20%
Furniture and Fittings	20%
Computer and Accessories	20%

(d) Income
 Government grant and other grants are accounted for as and when they are received and no provision is made for grants due but not received by the Commission as at the balance sheet date.

(e) Expenditure
 All expenses are accounted for on an accrual basis.

Notes to the Financial Statements (Continue)

3. Income

	2020	2019
Subvention (GoSL) Recurrent	3,122,022	-
Counterpart Funds (GoSL)	23,624,281	13,046,900
Sales of Bid	11,550	39,329
Interest and other income	4,650	31,598
	26,763,403	13,117,827

4. Expenditure

	2020	2019
Electricity	259,700	103,001
Water Rate	14,401	9,749
Training and Retreat	286,631	169,262
Telephone & Internet Connection	95,774	84,148
Office Cleaning and Fumigation	255,543	126,992
Other Operating cost	405,796	991,104
Local Travel	239,416	277,021
Air ticket – Int Travel	-	162,537
Stationery	244,868	450
Publication	158,146	30,864
Overseas Travel	-	168,539
Printing	-	23,380
Rent	256,866	234,314
Insurance & Licenses	3,423	1,977
Fuel	216,035	190,778
Repair and maintenance of vehicle	97,287	86,833
Repair and maintenance – Building	34,048	-
Repairs and maintenance – Electricals	94,836	-
Repairs and maintenance – Furniture & Fittings	41,638	-
Repairs and maintenance – Generators	23,503	-
Depreciation	709	-
Audit fees	40,000	17,500
Security Services	113,400	-
National Revenue Authority-WHT & GST	88,807	-
Other project expenditure	-	10,507,671
	2,970,827	13,186,120

National Commission for Social Action
Financial Statement for the period ended 31st December 2020

Notes to the Financial Statements (Continue)

	4b	Counterpart Funds	2020	2019
		Funds to various projects	LE?000 23,624,281	LE,000 10,507,671
			2020	2019
		Bank of Sierra Leone	LE?000 205,656	LE,000 55,651
			2020	2019
		Cash and Cash equivalent	2020	2019
			LE?000 205,656	LE,000 55,651
			2020	2019
		Accumulated Fund	2020	2019
		Accumulated fund at start	LE?000 (14,349)	LE?000 53,944
		Surplus/(Deficit)	168,295	(68,293)
		Prior year adjustment	-	-
			2020	2019
		Payables & Accruals	2020	2019
		Accrued Audit fees	LE?000 40,000	LE?000 70,000
		Provision for Withholding Tax	18,088	-
			2020	2019
			58,088	70,000

