

# **PART II**

**Periodic Audited Financial Statement**

**1<sup>st</sup> Sarwan 2075 -30<sup>th</sup> Push 2075**

**Fiscal Year 2075-76**

# G. S. Gairhe & Associates

## Chartered Accountants

G. S. Gairhe & Associates  
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Govinda Acharya  
President  
The Federation of Nepali Journalists (FNJ)  
(Nepal Patrakar Mahasnggh)  
Media Village, Tilganga, Kathmandu

Dear Sir,

### Introduction

We have audited the accompanying financial statement named Annual Financial Statements of The Federation of Nepali Journalists (FNJ), which comprise of the Statement of Financial Position as on 30 Poush 2075, Statement of Financial Activities for the period covering form 1 Shrawan 2075 to 30 Poush 2075 including Schedules thereto and Notes to Accounts, which summarizes significant accounting policies and other explanatory notes.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Generally Accepted Accounting Practices. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Nepal Standards on Auditing. Those standards require that we comply with ethical requirements and plan perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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



### Report on Other Legal and Regulatory Requirements

We have obtained all the information and explanation, which to the best of our knowledge and belief were necessary for the purpose of our audit. The annual report dealt with by this report is in agreement with the books of account.

### Opinion

In our opinion, the said financial statements, give true and fair view of the financial position of The Federation of Nepali Journalists (FNJ) as of 30 Poush 2075 (14<sup>th</sup> January 2019), and results for its operations for the period then ended in accordance with the terms of agreement and in conformity with Generally Accepted Accounting Practices relevant to the circumstances.

  
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CA. Gobinda Sharma Gairhe

**Principal**

G.S.Gairhe & Associates

Chartered Accountants

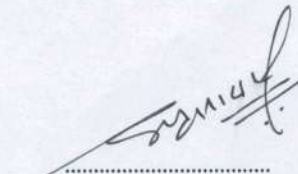
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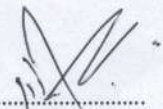
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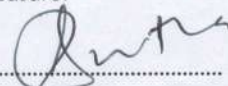
FEDERATION OF NEPALI JOURNALISTS (FNJ)  
(NEPAL PATRAKAR MAHASANGH)  
for the Period ended 30 Poush 2075 (14 Jan 2018)  
Statement of Financial Activities

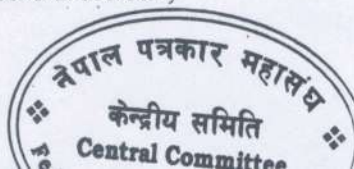
<u>Particulars</u>	<u>Sch</u>	<u>Current Year</u>
<b>Incoming Resources</b>		
FNJ Core Income	1	1,702,960.68
Project Income	2	7,310,767.97
Interest Income	3	786,927.56
<b>Total Incoming Resources</b>		<b>9,800,656.21</b>
<b>Expenditures</b>		
Rastriya Suchana Aayog Expenses	4	720,000.00
IMS Programme Expenses	5	51,800.00
IFJ Programme Expenses (Women Training)	6	1,443,850.00
UNESCO May 3rd Programme Expenses	7	50,962.00
Central Committee Meeting Expenses	8	257,255.00
Financial Aid	9	753,658.00
Awards Expenses	10	265,058.22
FNJ Pradesh Election	11	68,000.00
Office Administration Expenses	12	2,620,425.97
FHI Project Exp	13	3,386,374.35
<b>Total Expenses</b>		<b>9,617,383.54</b>
<b>Net Movement in Funds</b>		<b>183,272.67</b>
<b>Total Funds Brought Forward</b>		
Cash		14,359.00
Bank	15	26,804,621.51
Receivables	16	1,064,268.37
Payables	17	(38,160.90)
<b>Total Funds Carried Forward</b>		<b>28,028,360.65</b>
<b>Closing Fund Balance Represented By:</b>		
Cash		280.00
Bank	18	27,185,840.89
Receivables	19	1,130,944.53
Payable	20	(288,704.77)
		<b>28,028,360.65</b>

  
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Rajesh Mishra  
Treasurer

  
.....  
Ramesh Bista  
General Secretary

  
.....  
Gobinda Acharya  
President

  
.....  
Prakash Kumar Shreshta  
Finance Officer



  
.....  
CA. Gobinda Sharma Gairhe  
G.S Gairhe & Associates

FEDERATION OF NEPALI JOURNALISTS (FNJ)  
(NEPAL PATRAKAR MAHASANGH)  
for the Period ended 30 Poush 2075 (14 Jan 2018)  
Schedules to the Financial Activities

<u>FNJ Core Income</u>		Schedule 1
Particulars		Amount
ID Card Income		99,950.00
Kalyan Kosh Income		646,625.00
Income-Support to Ujir Magar (Yatayat Samiti Baglung)		300,000.00
Membership Fee Income		343,000.00
Patrakar Insurance Income		18,184.00
Other Income		278,801.68
Avas Girha		16,400.00
<b>Total</b>		<b>1,702,960.68</b>

<u>Project Income</u>		Schedule 2
Particulars		Amount
Income-IMS		52,326.00
Income-IFJ		88,057.68
IFJ-Gender Safety And Equity Training		1,710,540.00
Income-Female Journalsit Football		60,000.00
Income-UNESCO (May 3rd Program)		102,600.00
Income-NEJA		306,341.25
Income-FHI		4,990,903.04
<b>Total</b>		<b>7,310,767.97</b>

<u>Interest Income</u>		Schedule 3
Particulars		Amount
Interest Income-ADBI		514,227.71
Interest Income-BOK 2287524		16,111.14
Interest Income-BOK 8524		6,033.88
Interest Income-NB 070031		50,871.50
Interest Income-NMB Bank		2,904.87
Interest Income-Prabhu Bank		7,440.96
Interest Income-1159-1067		135,575.00
Interest Income 1159-1066		46,750.00
Interest Income 1159-1065		7,012.50
<b>Total</b>		<b>786,927.56</b>

<u>Rastriya Suchana Aayog Expenses</u>		Schedule 4
Particulars		Amount
RSA-Suchan Hak Chalfal 2075 (36 Distict)		720,000.00
<b>Total</b>		<b>720,000.00</b>

<u>IMS Programme Expenses</u>		Schedule 5
Particulars		Amount
Workshop Cost		10,000.00
Coordinator Fee		35,000.00
Local Travel		6,800.00
<b>Total</b>		<b>51,800.00</b>

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<u>IFJ Programme Expenses</u>		Schedule 6
Particulars		Amount
IFJ: Gender Training & Equity Taining (Province 1)		222,000.00
IFJ: Gender Training & Equity Taining (Province 2)		215,000.00
IFJ: Gender Training & Equity Taining (Province 3)		168,400.00
IFJ: Gender Training & Equity Taining (Province 4)		216,500.00
IFJ: Gender Training & Equity Taining (Province 5)		211,400.00
IFJ: Gender Training & Equity Taining (Province 6)		205,250.00
IFJ: Gender Training & Equity Taining (Province 7)		205,300.00
<b>Total</b>		<b>1,443,850.00</b>

<u>UNESCO May 3rd Programme Expenses</u>		Schedule 7
Particulars		Amount
UNESCO Expenses: World Press Day		50,962.00
<b>Total</b>		<b>50,962.00</b>

<u>Central Committee Meeting Expenses</u>		Schedule 8
Particulars		Amount
CCM Meeting -Lumbini (Vehicles, DSA & Others)		107,305.00
CCM Meeting-Dhankuta / Biratnagar ( Vehicles, DSA & Others)		149,950.00
<b>Total</b>		<b>257,255.00</b>

<u>Financial Aid</u>		Schedule 9
Particulars		Amount
Financial Aid		20,000.00
Bijaya Rana		8,000.00
Ujir Magar (Kuruwa)		385,658.00
Ujir Magar (300,000.00 support form Yatayat Samiti Baglung)		10,000.00
Tirtha Raj Bohara		15,000.00
Puja Sharma		15,000.00
Hari Sharan Adhikari		10,000.00
Gobinda Bahadur Thapa		10,000.00
Janak Aryal		8,000.00
Dharmendra Bhattarai		10,000.00
Suresh Kumar Adhikari		8,000.00
Ganesh BK		10,000.00
Bijaya Pokhrel		15,000.00
Ranju Danuwar		15,000.00
Arjun Prasad Subedi		6,000.00
Chandr Kala Chhetri		8,000.00
Badri Naya Ghare		10,000.00
Jhalak Pali		10,000.00
Raish Ahmad Siddiki		10,000.00
OM Prasad Paudel		10,000.00
Kamal Sapkota		12,000.00
Bimal Bahdaru Bista		10,000.00
Tilak Adhikari		10,000.00
Rishi Ram Paudel		8,000.00
Kiran Thapa		10,000.00
Nabaraj Neupane		10,000.00
Prakahs Khatiwada		15,000.00
Late Ram Chandra Humagai		10,000.00
Krishna Binodh Lamsal		10,000.00



Gita Khana;	Chetwan	12,000.00
Rajesh Sapkota	Kathmandu	12,000.00
Ghnaishyam Adhikari	Kathmandu	8,000.00
Satya Prasad Shreshta	Bara	10,000.00
Aasha Kaji Maharjan	Kathmandu	5,000.00
Dipak Bhatta	Bitadi	10,000.00
Gopal Prasad Baral	Mahotari	8,000.00
Prem BK		10,000.00
<b>Total</b>		<b>753,658.00</b>

<u>Awards Expenses</u>	Schedule 10
Particulars	Amount
NEJA Gramin Patrakarita Puraskar (Khumbha Raj Rai)	222,222.22
Selection Committee Travel	15,000.00
Award Advertisement	17,086.00
Programme Expenses	5,250.00
Phoolmala/Bouqe/Kkhada	4,300.00
Dosalla	1,200.00
<b>Total</b>	<b>265,058.22</b>

<u>FNJ Pradesh Election</u>	Schedule 11
Particulars	Amount
FNJ Election (Different District-Old Payment)	68,000.00
<b>Total</b>	<b>68,000.00</b>

<u>Office Adminisration Expenses</u>	Schedule 12
Particulars	Amount
Staff Salary	972,600.00
Festival Allowance	202,400.00
Office Fooding	29,814.00
Bibad Samadhan Expensess (Rauthat)	6,000.00
Mahila Patrakar Football (Programme Khaja-Bagmati Sweets)	41,640.00
Cartridge Refilling Exp	7,000.00
CIT Expenses	65,160.00
IFJ Membership fee	399,912.38
Office Cleaning	7,449.00
Office Expenses	47,000.00
Office Kitchen	8,331.00
Patrakar Insurance Expenses	11,188.00
Postage & Courier	2,470.00
Printing,Banner, Photocopy & Stationary (Letter Head,Envelope/FNJ ID Card-Suchana Chautari Sanchar)	81,646.00
Repairing & Maintainence-Laptop	1,800.00
Repairs & Maintainence	1,230.00
Tally Service Charge	1,500.00
Travelling	
Travelling for office Program	6,645.00
International Travel (VISA Charges)	6,500.00
Local Travel	3,000.00
Bank Charges	17,379.36
Electricity Expenses	37,296.97
Fuel Expenses	6,762.00
TDS Expenses	21,256.54
Telephone & Communication	21,632.43



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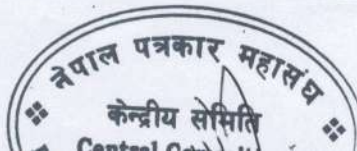
Water Expenses	8,119.06
Legal Fees (Lawyer Rajendra Bogati)	16,500.00
Avash Girha Expensess	3,305.00
Tej Program 2075	8,840.00
Motorcycle Insurance expensess	5,132.46
Football Program (Khana/Khaja/Miscellaneous)	13,268.00
Motorcycle Servicing & Repair	675.00
Meeting Fooding	6,530.00
Guest Welcome Expensess (Chinese Journalsist-Airport Hotel and others exp)	113,658.48
Motorcycle (Glomour SV)	194,500.00
Digital Camara	146,674.00
Furniture	
Tea Tble	15,000.00
Mike	2,300.00
Podium	5,000.00
TV stand (tool)	3,000.00
Kitchen Items	4,625.00
Tek Bahadur Khadka Serching Mission	30,492.57
Coodination Meeting with Government	9,850.00
One on One Consultation With Policy	12,960.00
FHI/Local Travel	12,510.00
<b>Total</b>	<b>2,620,426.47</b>

#### FHI Project Expenses

Particulars	Schedule 13
	Amount
Staff Salary	955,300.00
CIT Expensess	95,530.00
Festival Allowance	152,716.67
Central Level Advocacy & Dialogue Training (Hotel Asiatique-BRT,Air Fare-Eco Adventures,Travel,Stationery, Rumuneration)	382,500.00
Central Level Roll Out of Self Assessment Toolkit (Resource Person Research Fee)	48,000.00
Coordination Meeting with Government Agencies/Stakeholders	15,675.00
Electricity Expenses	27,015.81
File Rack Expensess	12,000.00
Local Travel	25,710.00
Office Supplies	18,000.00
One on One Consultation Meeting with Policy Maker	33,260.00
Perdiem for Monitoring Form Centre Level Visit	75,000.00
Perdiem for Monitoring Vist District Level Vist	4,000.00
Publication & Distribution Quarterly News-Letters (1st Issue)	149,000.00
Public Hearings (Dhading, Palpa, Rasuwa, Gorkha,Bhaktapur,Doti,Accham, Baitadi, Makwanpur, Salyan,Jajorkot, Lalitpur, Dailekh)	420,577.00
Quarterly Mainstream Editors Meeting (Hotel View Bhrikuti/Eco Adventures)	124,610.00
Strategic Collaborative Dialogues With Policy Maker (Morang, Kathmandu,Pokhara, Rolpa)	227,090.00
Telephone & Communication	13,852.66
Travel Cost-Airfare (Eco Adventures for Different Programme)	264,950.00
Water Expenses	4,587.21
Workshop for Design of Self Assiment Tolkit (Dabit Tours and Travels,Stationery & Fooding-Lumbini Programme)	110,000.00
Workshop for Development of Common Policy (Bagmati Sweets & Anupam Foodland)	87,750.00
Workshop for Review of FNJ Strategic Vision (Dhankuta Programme)	139,250.00
<b>Total</b>	<b>3,386,374.35</b>

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<b>Opening Bank Balance</b>		Schedule 14
Particulars		Amount
ADBL A/C-13380011		2,143,436.34
Bank of Kathmandu A/C-2287524		1,757,695.96
Bank of Kathmandu A/c-8524		
BOK Lumbini A/C-13100132		18,305.93
Kumari Bank A/C-01015240404010616		14,250.72
Kumari Bank A/C-31825024		45,774.00
Nepal Bangladesh A/C-001036352		207,229.00
Nepal Bangladesh A/C-070031		1,600,845.12
Nepal Bank A/C-0217710005024		188,907.04
NIBL A/C-20252645		44,926.83
NMB A/C-40862000001		782,706.18
Prabhu Bank A/C-05100100296499000001		1,058,286.67
Standard Chartered A/C-8559601		5,285.60
FD-ADBL-Patrarak Kalyan Kosh		14,500,000.00
FD-1159-1067 (Emergency Relief Kosh)		2,900,000.00
FD-1159-1065 (Motherland USA)		1,000,000.00
FD-1159-1066 (Gauri Kathayat Puraskar)		150,000.00
KIST Fixed Deposit, Umasingh Puraskar		103,600.00
FHI Bank Account		283,372.12
<b>Total</b>		<b>26,804,621.51</b>

<b>Opening Receivables</b>		Schedule 15
Particulars		Amount
Staff Advance (BhojRaj Ghimire)		10,125.00
Membership fee receivable		754,250.00
Other Receivable		134,866.00
Project Receivable		57,993.70
Advance Deposit Sky Cable TV P.Ltd		5,000.00
FHI360 Receivables (VAT Receivables from FHI360)		102,033.67
<b>Total</b>		<b>1,064,268.37</b>

<b>Opening Payables</b>		Schedule 16
Particulars		Amount
Herald Media Pvt Ltd		27,100.99
Siddhartha Concern		3,000.00
FHI360 Payables-FNJ Core		7,627.91
FHI360 TDS Payable		432.00
<b>Total</b>		<b>38,160.90</b>

<b>Closing Bank Balance</b>		Schedule 17
Particulars		Amount
ADBL A/C-13380011		712,841.05
Bank of Kathmandu A/C-2287524		94,057.84
BOK Lumbini A/C-13100132		43,917.30
Kumari Bank A/C-01015240404010616		14,250.72
Kumari Bank A/C-31825024		44,064.00
Nepal Bangladesh A/C-001036352		377,976.68
Nepal Bangladesh A/C-070031		444,173.51
Nepal Bank A/C-0217710005024		711,862.04
NIBL A/C-20252645		32,146.83
NMB A/C-		61,795.32



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Prabhu Bank A/C-05100100296499000001	1,017,211.30
Standard Chartered A/C-8559601	5,285.60
<b>Fixed Deposit Account</b>	
ADBL-Patrarakar Kalyan Kosh	17,500,000.00
FD 1159-1067 (Emergency Relief Kosh)	2,900,000.00
FD-1159-1065 (Motherland USA)	1,000,000.00
FD 1159-1066 (Gauri Kathayat Puraskar)	150,000.00
KIST Fixed Deposit, Umasingh Puraskar	103,600.00
FHI Bank Account	1,972,658.70
<b>Total</b>	<b>27,185,840.89</b>

Closing Receivables		Schedule 18
Particulars		This Year
Staff Advance		15,125.00
Membership fee receivable		754,250.00
Other Receivable		134,866.00
Project Receivable		57,993.70
Advance Deposit Sky Cable TV P.Ltd		5,000.00
Receivable From FHI360		15,263.90
VAT Receivable (FHI 360)		148,445.93
<b>Total</b>		<b>1,130,944.53</b>

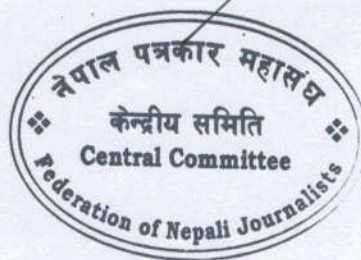
Closing Payables		Schedule 29
Particulars		Amount
Herald Media Pvt Ltd		27,100.00
Siddhartha Concern		3,000.00
FHI360 Payables-FNJ Core		7,627.91
Associate (FNJ Membership Fee Payable)		1,625.00
Pardesh No: 1 (FNJ Membership Fee)		3,375.00
Pardesh No: 2 (FNJ Membership Fee)		5,125.00
Pardesh No: 3 (FNJ Membership Fee)		55,250.00
Pardesh No: 4 (FNJ Membership Fee)		15,625.00
Pardesh No: 5 (FNJ Membership Fee)		8,000.00
Pardesh No: 6 (FNJ Membership Fee)		3,000.00
Pardesh No: 7 (FNJ Membership Fee)		8,000.00
Partisthan (FNJ Membership Fee Payable)		11,000.00
Vally (FNJ Membership Fee Payable)		8,375.00
Payables-FNJ Core		52,501.86
Upalabdhi Prakashan Sewa P.Ltd		79,100.00
<b>Total</b>		<b>288,704.77</b>

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**Federation of Nepali Journalists (FNJ)**  
**For the Period ended on 30<sup>th</sup> Poush 2075 (14 Jan 2018)**  
**Significant Accounting Policies and Explanatory Notes**

**1. Accounting Policies**

**Basis of Preparation**

The financial statements are prepared following the accrual basis of accounting except in certain cases where stated specifically. The statement follows the historical cost convention, and is in conformity with the generally accepted accounting principles to the extent applicable except otherwise stated elsewhere. Financial Statements are prepared on the historical cost basis. The preparation of financial statements is in conformity with GAAP and which requires the use of certain critical accounting estimates. It also requires management to exercise judgment in process of applying the Bank's accounting policies.

**2. Basis of accounting and accounting policies**

The transactions of the Project are accounted for on both cash and accrual (hybrid) basis.

**3. Basis of Preparation**

**a. Income Recognition**

Grant income from different donors is recognized on cash basis.

**b. Expenditure Classification**

The expenditure incurred from the funds received from the donors under project agreement is incurred as specifically mentioned in the project agreement.

**c. Tangible Fixed Assets and Depreciation**

All fixed assets acquired from donor funds are charged to expenses in the year of acquisition. The cost of acquisition includes the unit cost and all expenses incidental to bring those assets to use. Organization does not have fixed asset capitalization policy for assets received in projects. However, all costs incurred for the capital values are charged to expenses in the year in which such cost are incurred. The capital expenditure of motorcycle and digital camera has been treated as expenditure for funds accountability statement. However, this expenditure has been capitalized in statement of financial position.

**d. Fixed Assets Fund**

Fixed assets are stated at cost less accumulated depreciation.

**4. Patrakr Kalyan Kosh**

Federation of Nepali Journalists (FNJ) has increased its Kalyan Kosh by Rs 30, 00,000.00 (This Period Rs 17,500,000.00, Previous Year 14,500,000.00).

**5. General Fund Balance**

Surplus or deficit form income and expenditure account has been transferred to General Fund Balance Account and in the beginning of next accounting period.

**6. Previous Year Figure**

Previous year figures are provided to facilitate comparison with current year figures and have been taken from the audited financial statements of the previous year.

**7. Rounding Off**

Figures have been rounded off to the nearest rupee.

**8. Re Groping**

Figures are regrouped/ rearranged whenever necessary

