

G.M. OKA & CO.
CHARTERED ACCOUNTANTS
32, Swapna Nagari, Karve Road, Pune 411 004, India
Phone: +91-20-2543 4752 / 2543 4753 Fax: +91-20-2544 0143
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INDEPENDENT AUDITORS' REPORT

Name of the Society: **ADVENTIST DEVELOPMENT AND RELIEF AGENCY**

Opinion

We have audited the accompanying financial statements of **ADVENTIST DEVELOPMENT AND RELIEF AGENCY** which comprise the balance sheet as at March 31, 2019, and the Income and Expenditure Account for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements of the entity are prepared, in all material respects, in accordance with The Societies Registration Act, 1860 Laws.

Basis for Opinion

We conducted our audit in accordance with Standards on Auditing (SAs). 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 entity in accordance with the ethical requirements that are relevant to our audit of the financial statements, and we have fulfilled our other responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with The Societies Registration Act, 1860 Law 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 entity'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 the entity or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the entity's 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 SAs 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 AND REGULATORY REQUIREMENTS

We further report that:

- a) We have obtained all the information and explanations which, to the best of our knowledge and belief were necessary for the purpose of our audit.
- b) In our opinion proper books of accounts as required by the law have been kept by the Society so far as appears from our examination of those books.
- c) In our opinion, the Balance Sheet and the Income and Expenditure Account dealt with by this report comply with the Accounting Standards issued by the Institute of Chartered Accountants of India to the extent they are applicable to societies registered under The Societies Registration Act, 1860.
- d) In our opinion and to the best of our information and according to the explanations given to us, the said accounts give the information required by the Societies Registration Act, 1860 in the manner so required read together with other notes thereon *subject to annexure to audit report attached* give true and fair view in conformity with the accounting principles generally accepted in India.

FOR G. M. OKA & CO.
CHARTERED ACCOUNTANTS
Firm Regn. No.107185 S



(A. S. ALVA)
PARTNER

MEMBERSHIP NO. 17386

UDIN: 19017386AAAAED1065

PLACE: PUNE

DATE: 16 SEP 2019



ADVENTISTS DEVELOPMENT AND RELIEF AGENCY

ANNEXURES ATTACHED TO AND FORMING PART OF THE AUDIT REPORT:-

1] EARMARKED FUNDS:-

The Earmarked Funds Includes Following Funds

Sr. No.	Particulars	(Rs)
1	Building Fund	51,17,000.00
2	Vehicle Reserve	29,27,797.68
3	Capacity Building Fund	36,851.74
4	Project Shortfall Fund	39,915.74
5	Gratuity Fund	44,34,934.38
6	Office Upgradation Fund	10,083.66
7	IDE Rent Fund	4,731.00

We have observed that the funds appearing in the books as above remain unutilized during the year and carried forward in the books.

2] DESIGNATED FUNDS:-

List of Designated funds which have remained unused during the year. It is necessary to review those balances on regular basis and use them on relief projects by obtaining regular feedback from the donors.

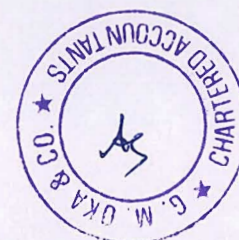
Gubal Project Rs. 1,06,569.00

3] OTHER RECEICVABLES:-

(A) We find that not much movement is noticed in respect of following receivable balances which are brought forward from last year in the books and are carried down as at the close of the year.

Sr. No.	Particulars	Amount (')
(i)	Northern India Union	14,075.00

In the absence of any statement of accounts and confirmation from this party, we are unable to confirm the recoverability of this due. In case some of the balance as above is found to be not recoverable, the same may be written off. It may be noted that the above balance is carried forward for the last over 3 years without any change of movement in it.



(B) MISCELLANEOUS RECEIVABLE :- Rs 3,87,876.00

A party wise list of receivables with ageing is not available for verification. In the absence of a detailed list of receivables explaining the nature of these receivables and lack of confirmation from concerned parties, we are unable to agree about the recoverability of the dues. A Detailed review of individual balances is needed to be done to decide the correct recoverability of each of the dues and to write off the balances which are found to be no longer recoverable.



ADVENTIST DEVELOPMENT AND RELIEF AGENCY

45 KUSUM MARG, H-BLOCK, DLF PHASE-1
GURGAON - 122001, HARYANA

BALANCE SHEET AS AT 31ST MARCH 2019

Liabilities	Sch.	Amount (₹)	Amount (₹)	Assets	Sch.	Amount (₹)
Capital Reserve :				Cash & Bank Balances	IV	2,58,03,233.59
Balance as per last year		1,84,527.91		Amount Due from Sponsoring Agencies Towards Projects	II	42,17,482.10
Balance Sheet				Other Receivables	V	34,94,458.66
Add : Prior Period Adjustment			1,84,527.91	Fixed Assets	VI	8,61,849.14
Less : Transferred to Income & Expenditure Account						
Current Liabilities & Provisions	I		5,92,342.00			
Designated Projects	II		1,02,87,488.05			
Earmarked Funds	III		1,25,71,314.20			
Income & Expenditure ACCOUNT						
Balance as per last year		1,10,45,993.81				
Balance Sheet		-3,04,642.48				
Add : Income for the year			1,07,41,351.33			
TOTAL (₹)			3,43,77,023.49	TOTAL (₹)		3,43,77,023.49

Accounting Policies IX

AUDITOR'S REPORT
As per our report of even date attached.

FOR G.M. OKA & CO.
CHARTERED ACCOUNTANTS
FIRM REGN. NO. : 107185 S

(Signature)

(A.S. ALVA)
PARTNER
MEMBERSHIP NO. 17386

PLACE : PUNE
DATE : 16 SEP 2019



(Signature)

(Signature)

ADVENTIST DEVELOPMENT AND RELIEF AGENCY

45 KUSUM MARG, H-BLOCK, DLF PHASE-1
GURGAON - 122001, HARYANA

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2019

Expenditure	Sch.	Amount (₹)	Income	Sch.	Amount (₹)
To Workers Sal. & Allowances		1,04,34,647.00	By Recovery from Projects		90,88,649.68
To Depreciation	VI	2,36,063.36	By Other Income	VIII	8,88,357.24
To Administrative Expenses	VII	49,25,396.00	By ADRA HQ & SUD Appropriation		35,56,055.00
			By Bank Interest		17,58,401.96
			By Excess of Expenditure over Income		3,04,642.48
TOTAL (₹)		1,55,96,106.36	TOTAL (₹)		1,55,96,106.36

Accounting Policies IX

AUDITORS' REPORT :
As per our report of even date attached.

FOR G.M. OKA & CO.
CHARTERED ACCOUNTANTS
FIRM REGN. NO. : 107185 S



A.S. Alva
(A.S. ALVA)
PARTNER
Membership No.: 17386

DIRECTORS

PLACE : PUNE
DATE : 16 SEP 2019

Wilton Dam
Subhash Chandra

ADVENTIST DEVELOPMENT AND RELIEF AGENCY
45 KUSUM MARG, H-BLOCK, DLF PHASE-1
GURGAON - 122001, HARYANA

**SCHEDULES ATTACHED TO AND FORMING PART OF THE BALANCE SHEET
AS AT 31ST MARCH, 2019**

SCHEDULE : I : CURRENT LIABILITIES

Particulars	AS ON 31.3.2019 Amount (₹)	AS ON 31.3.2018 Amount (₹)
ADRA Asia Regional Office	-	9,78,416.72
HQ Payables	-	94,320.87
P.F.Payable	1,79,314.00	33,186.00
M Power Jobs Services Pvt. Ltd.	-	4,130.00
V C THOMAS	11,077.00	-
Allowance for Uncollectable Account	4,01,951.00	-
TOTAL (₹)	5,92,342.00	11,10,053.59



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(Amount in Rs.)

Name of the Project	Opening Balances as on 01/04/2018		Project Income during the year (Net activity)	Utilisation of Funds during the year (Net activity)	Transfer / Adjustments		Balance as on 31/03/2019	Closing Balances As On 31/03/2019	
	Balance to be spent	Receivable from Sponsor			Debit	Credit		Balance to be spent	Receivable from Sponsor
FCRA PROJECTS									
Assam Jump Start	-	-		79,316.00			-79,316.00	-	79,316.00
TMI	-	-	94,855.21				94,855.21	94,855.21	-
HIP Kerala Response 2018	-	-		7,55,982.00			-7,55,982.00	-	7,55,982.00
Kerala Flood Response 2018	-	-		57,853.40			-57,853.40	-	57,853.40
Banega Swachh India (BSI) Phase I	-	1,40,948.00		26,73,566.05			-28,14,514.05	-	28,14,514.05
Banega Swachh India (BSI) Phase I	-	-	2,19,788.05				2,19,788.05	2,19,788.05	-
LDSC KERALA 2018	-	-	75,935.00				75,935.00	75,935.00	-
CGPP OCT2017 - SEPT2018	-	12,49,279.57	12,49,279.57				-	-	-
CGPP OCT2018 - SEPT2019	-	-		91,715.53			-91,715.53	-	91,715.53
GLOBAL FUND NEW FUNDING M	-	4,54,358.00	4,54,358.00				-	-	-
GUBAL PROJECT	1,06,569.00	-					1,06,569.00	1,06,569.00	-
Mobile Low Cost School	-	-		2,92,298.00			-2,92,298.00	-	2,92,298.00
Lebara 2	-	3,41,227.54	2,95,094.42				-46,133.12	-	46,133.12
CGPP OCT2018 - SEPT2019	-	-	15,49,126.50				15,49,126.50	15,49,126.50	-
LESS 2	-	5,99,134.55	5,20,164.55				-78,970.00	-	78,970.00
Gaja Cyclone 2018	-	-	78,198.06				78,198.06	78,198.06	-
Kerala Flood Response 2018	-	-	4,31,182.72				4,31,182.72	4,31,182.72	-
LDSC KERALA 2018	-	-	26,80,223.88				26,80,223.88	26,80,223.88	-
LESS 2	-	-	44,74,505.40				44,74,505.40	44,74,505.40	-
Mobile Low Cost School	-	-	5,67,982.00				5,67,982.00	5,67,982.00	-
ASSAM WASH & HYGIENE STREET PLAY	-	-		700.00			-700.00	-	700.00
Titli Cyclone 2018	-	-	9,122.23				9,122.23	9,122.23	-
	-	-					-	-	-
	-	-					-	-	-
TOTAL PROJECTS	1,06,569.00	27,84,947.66	1,26,99,815.59	39,51,430.98	-	-	60,70,005.95	1,02,87,488.05	42,17,482.10



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ADVENTIST DEVELOPMENT AND RELIEF AGENCY
45 KUSUM MARG, H-BLOCK, DLF PHASE-1
GURGAON - 122001, HARYANA

Schedules attached to and forming part of the Balance Sheet as at 31/03/2019
Schedule III - Earmarked Funds

Sr No	Name of the Funds	Balance as on 01/04/2018	Additon During the Year	Utilisation During the Year	Balance as on 31/03/2019
1	Capacity Building Fund	36,851.74	-	-	36,851.74
2	Gratuity Fund	37,68,052.38	8,68,183.00	2,01,301.00	44,34,934.38
3	Office Upgradation Fund	10,083.66	-	-	10,083.66
4	Social & Spiritual Funds	1,214.00	35,003.23	36,217.23	-
5	Vehicle Reserve	29,27,797.68	-	-	29,27,797.68
6	Fund for project shortfall	39,915.74	-	-	39,915.74
7	IDE Rent Fund	4,731.00	-	-	4,731.00
8	Office Building Fund	51,17,000.00	-	-	51,17,000.00
	TOTAL ()	1,19,05,646.20	9,03,186.23	2,37,518.23	1,25,71,314.20



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SCHEDULE : IV : CASH AND BANK BALANCES.

Particulars	AS ON 31.3.2019 Amount (')	AS ON 31.3.2018 Amount (')
Petty Cash	-	-
Axis - ADRA India (Admin) # 465205	53,689.85	22,82,592.74
Axis - Help A Child Help The World # 400041	1,02,853.26	99,401.06
Kotak Bank - ADRA India Gratuity # 501398	48,88,485.93	39,87,186.93
Axis - 10+Plan Project - # 115981	13,194.34	12,778.74
Kotak Bank - Depreciation Fund - # 378867	11,64,455.00	10,98,096.00
HDFC BANK - ADRA INDIA # 7610	51,213.03	2,48,357.03
Kotak - ADRA India Admin # 9783	4,13,599.34	3,57,335.38
KOTAK BANK-FCRA # 4564	99,08,914.84	4,50,569.78
Fixed Deposit - Building Fund	52,23,969.00	49,22,347.00
Fixed Deposit - Project Short Fall Fund	13,83,731.00	13,05,107.00
Fixed Deposit - Vehicle Reserve	25,99,128.00	30,66,410.00
TOTAL (')	2,58,03,233.59	1,78,30,181.66

Walter Davis

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SCHEDULE : V : OTHER RECEIVABLES

Particulars	AS ON 31.3.2019 Amount (₹)	AS ON 31.3.2018 Amount (₹)
Southern Asia Division	1,75,000.00	-
ADRA Asia Regional Office	3,47,194.28	-
Northern India Union	14,075.00	14,075.00
Staff Advance (Exhibit 1)	2,67,880.36	384.00
Rent Deposit - Finance Director	-	46,000.00
RENT DEPOSIT - COUNTRY OFFICE	1,40,750.00	1,40,750.00
Miscellaneous Receivables (Exhibit 2)	3,87,876.00	3,87,876.00
TDS Interest Receivable	13,38,691.02	6,93,020.02
Accrued Interest Receivable	29,916.00	-
Innovative Financial Advisors Pvt. Ltd	6,34,400.00	12,74,400.00
BAREILY CGPP RENT DEPOSIT	20,000.00	20,000.00
Connecting Venues Pvt Ltd	1,38,676.00	-
TOTAL (₹)	34,94,458.66	25,76,505.02



ADVENTIST DEVELOPMENT AND RELIEF AGENCY
 45 KUSUM MARG, H-BLOCK, DLF PHASE-1
 GURGAON - 122001, HARYANA
 SCHEDULES ATTACHED TO AND FORMING PART OF THE BALANCE SHEET
 AS AT 31ST MARCH, 2019

SCHEDULE : VI: FIXED ASSETS

(Amount in `)

Particulars	GROSS BLOCK				DEPRECIATION				NET BLOCK	
	As on 1.04.2018 Amount (`)	Additions during the year Amount (`)	Deductions during the year Amount (`)	Adjustments made during the year Amount (`)	As on 31.03.2019 Amount (`)	For the year Amount (`)	Deductions during the year Amount (`)	Adjustments made during the year Amount (`)	As on 31.03.2019 Amount (`)	As on 31.03.2018 Amount (`)
Furniture & Equipments	26,90,706.59		88,000.00	-1,98,000.00	24,04,706.59	1,22,343.56	24,372.33	-	17,69,346.16	10,19,331.66
Computers	5,54,155.67			1,98,000.00	7,52,155.67	72,684.96		-	6,43,128.78	-16,288.15
Vehicles	8,60,396.00			-	8,60,396.00	41,034.84		-	7,42,934.18	1,58,496.66
TOTAL (`)	41,05,258.26	-	88,000.00	-	40,17,258.26	2,36,063.36	24,372.33	-	31,55,409.12	8,61,849.14



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**ADVENTIST DEVELOPMENT AND RELIEF AGENCY
SCHEDULES ATTACHED TO & FORMING PART OF THE INCOME &
EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.03.2019
SCHEDULE : VII : ADMINISTRATIVE EXPENSES**

Particulars	Amount (₹)
Travel - National	1,18,398.00
Travel - Domestic Ground	4,284.00
Travel - International	4,02,291.00
Staff Capacity Building	6,59,822.37
PR/Meetings/Entertainment	1,17,703.77
Recruitment Costs	16,520.00
Contingency Cost	50,343.00
Board Meeting Expenses	33,552.00
Audit and Legal Fees	2,06,402.00
Audit Fee	1,11,314.00
Bank Charges	18,161.19
Uncollectable A/c Expenses	4,01,951.00
Overhead expenses	50,000.00
Office Supplies	1,50,068.00
Courier Cost	3,419.00
Communication	3,32,284.00
Web Page Development	4,602.00
Proposal Development	29,652.00
Funds for NGOs subscription	7,080.00
Web Page maintenance	5,500.00
Domestic Travel - Programs	19,576.00
CSR - Networking Partnership Workshops	5,550.00
Office Rent and Utilities	15,68,013.00
House Rent _ Interim CD	2,10,000.00
Equipment Repair & Maintenance	1,81,388.00
Equipment Insurance	4,000.00
Vehicle - Fuel	46,838.00
Vehicle - Repairs and Maintenance	23,737.00
Vehicle - Insurance	5,861.00
Generator Repairs & Maintenance	73,408.00
Vehicle Running Cost	50.00
Loss On Sale Of Asset	63,627.67
TOTAL (₹)	49,25,396.00

SCHEDULE : VIII : OTHER INCOME	
Particulars	Amount (₹)
Overhead Income	7,39,443.24
Exchange Gain/(Loss)	1,32,299.00
Miscellaneous Income	16,615.00
TOTAL (₹)	8,88,357.24



ADVENTISTS DEVELOPMENT AND RELIEF AGENCY

SCHEDULES ATTACHED TO AND FORMING PART OF THE BALANCE SHEET AS AT 31ST MARCH, 2019 AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON THAT DATE

SCHEDULE: IX: NOTES TO ACCOUNTS

A: ACCOUNTING POLICIES

- i) Excess expenditure over donor's commitment not receivable, in respect of designated projects, are treated as expenses of the society and accordingly charged to Income and Expenditure Account.
- ii) Assets acquired out of specific donations received for that purpose are capitalized in the books by appropriate credit to Capital Reserve. Depreciation on such assets is charged to Income and Expenditure Account by transferring the equivalent account from Capital Reserve.
- iii) Depreciation on assets is charged according to W.D.V. method as under:
- | | |
|--------------|--------|
| Furniture | 18.10% |
| Computer | 40.00% |
| Vehicles | 25.89% |
| Other Assets | 13.91% |
- iv) Transactions in Foreign currency bank account have been recorded as per the rate of exchange prevailing at the time of credit/debit of transactions in the bank account.

B: OTHER NOTES:

- (i) Confirmation of balance/statement of accounts in respect of receivables and payables has not been received in all cases.
- (ii) Foreign Contribution funds received and are disbursed to local bank accounts for implementation of projects. Disbursements to local bank accounts have been shown as utilization in these accounts. The related closing balances in local accounts and utilization from such local bank accounts have not been incorporated in the books of accounts.

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