

Aragati Seba Sangstha (ASS)
Micro Credit Program
Auditor's Report
And
Financial Statements
As at and for the year ended 30 June 2025

SHUBHANKAR & CO.
CHARTERED ACCOUNTANTS
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**Independent Auditor's Report
to the Members of General Body of
Agragati Seba Sangstha (ASS)**

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of "Micro Credit Program" A program of "**Agragati Seba Sangstha (ASS)**", which comprise the Statement of Financial Position as at June 30, 2025 and along with the Statement of Profit or Loss and Other Comprehensive Income, Statement of Receipts and Payments, Statement of Cash Flows and Statement of Changes of Equity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements give a true and fair view, in all material respects of the "Micro Credit program" statement of financial position of **Agragati Seba Sangstha (ASS)** as at 30 June 2025, and its financial performance and it's cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRSs) and other applicable laws and regulations.

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 organization in accordance with the international ethics standards board for accountant's code of ethics for professional accountants (IESBA Code) together with the ethical requirements that are relevant to our audit of the financial statements in jurisdictions, and we have fulfilled our other ethical responsibilities in accordance these requirements and with the IESBA Code. 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 and fair presentation of the financial statements in accordance with International Financial Reporting Standards (IFRSs) and comply with the Microcredit Regulatory Authority Act-2006" & Microcredit Regulatory Authority Ordinance-2010" and other applicable laws and regulations and for such internal



Shubhankar & Co. **Chartered Accountants**

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 project'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 project or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the project'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 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.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management but not for the purpose of expressing an opinion on the effectiveness of the project's internal control.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the project's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the project to cease to continue as a going concern.



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Chartered Accountants

- Evaluate the overall presentation, structure and content of the project's financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Report on other Legal and Regulatory Requirements

In accordance with International Financial Reporting Standards (IFRSs) and comply with the "Microcredit Regulatory Authority Act-2006" & "Microcredit Regulatory Authority Ordinance-2010" and other applicable laws and regulations, we also report the following:

- a) we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit and made due verification thereof;
- b) in our opinion, proper books of accounts as required by law have been kept by the project so far as it appeared from our examination of these books; and
- c) the entity's statement of financial position and the statement of comprehensive Income dealt with by the report are in agreement with the books of account.

Place: Dhaka

Date: 03-09-2025

Khokan Chandra Das, FCA

ICAB Enrollment No. 1005

For and on behalf of,

Shubhankar & Co.

Chartered Accountants

DVC: 2509031005AS812916

Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Statement of Financial Position
As on June 30, 2025

Particulars	Notes	Amount in Taka	
		30-Jun-25	30-Jun-24
Non-Current Assets		5,984,854	4,186,253
Property, Plant and Equipment	6.00	4,327,734	4,186,253
Investment on Fixed Deposit Receipts	7.00	1,657,120	-
		264,457,552	230,655,572
Current Assets			
Loan to Members	8.00	246,645,061	210,284,353
Accounts Receivable	9.00	461,750	540,750
Head office Loan Receivable from Branch	10.00	6,958,475	6,958,475
Investment on Short-term FDR	11.00	8,457,017	9,552,763
Cash & Cash Equivalent	12.00	1,935,249	3,319,231
Total Assets		270,442,406	234,841,825
Capital Fund		22,284,705	20,691,448
Cumulative Surplus	13.00	20,056,234	18,622,303
Statutory Reserve Fund	14.00	2,228,471	2,069,145
Non Current Liabilities		21,170,731	29,024,584
Long Term Loan	15.00	14,986,285	24,115,528
Staff Fund	16.00	6,184,446	4,909,056
Accounts Payable to others	17.00	-	-
Current Liabilities		226,986,970	185,125,793
Members Savings Fund Mandatory	18.00	41,626,645	42,568,721
Members Savings Fund Voluntary	19.00	4,939,635	4,949,191
Members Savings Fund (SS)	20.00	8,419,762	6,196,561
Loan From Member	21.00	149,016,000	113,463,000
Member Welfare Fund	22.00	12,932,888	10,343,724
Loan Loss Provision	23.00	9,985,957	7,538,513
Accumulated Depreciation	24.00	66,083	66,083
Total Capital Fund and Liabilities		270,442,406	234,841,825

The annexed notes form an integral part of the Statement of Financial Position.



Finance Director
ASS


Executive Director
ASS


Chairperson
ASS

This is the Statement of Financial Position referred to in our separate report of same date.




Khokan Chandra Das, FCA
ICAB Enrollment No. 1005
For and on behalf of
Shubhankar & Co.
Chartered Accountants

Place: Dhaka

Date: 03-03-2025

DVC: 250 30 31005 AS812916

Aragati Seba Sangstha(ASS)

Balabo, Norsingdi

Statement of Profit or Loss and Other Comprehensive Income


For the year ended June 30, 2025

Particulars	Notes	Amount in Taka	
		FY 2024-2025	FY 2023-2024
Income			
Service Charges on Loan	25.00	60,604,441	49,971,707
Bank Interest		7,617	17,872
Bank Interest on FDR- Reserve Fund	26.00	749,984	281,664
Membership Admission Fees		75,150	79,900
Sale of Pass Books		78,600	81,470
Loan Application Form		37,030	38,865
Income from project (VGD)	27.00	-	225,183
Miscellaneous Income		161,554	41,308
Total Income		61,714,376	50,737,969
Expenditure			
Interest Paid to Bank loan		2,837,078	19,358
Bank and TT/DO Charges		120,049	143,492
FDR source Tax againt Bank Loan		14,155	-
FDR source Tax (Savings)		97,733	25,771
FDR source Tax (Capital Reserve)		57,072	35,427
FDR Excise Duty againt Bank Loan		3,500	-
FDR Excise Duty (Savings)		10,150	10,650
FDR Excise Duty (Capital Reserve)		6,000	6,000
Excise Duty		22,500	-
Salary & Benefits	28.00	27,542,351	22,592,086
Interest on Members Savings	29.00	20,342,829	16,484,985
Residence Facilities for Staff		1,725,940	288,790
Conveyance		-	751,775
EC/GB Honorarium		-	5,500
Oil & Fuel		1,442,078	1,077,957
Office Expenses		71,065	116,248
Gas, Wasa & Electricity Bill		227,096	211,161
postage & Currier		22,351	159,804
Intarnet Bill		148,375	-
Printing Expenses		369,408	359,562
Legal Fees		360,000	175,000
Training And Workshop Seminar		23,465	26,410
Registration And Renewal Fee		86,202	68,322
Office Rent		804,000	2,032,730
Entertainment/Refreshment		368,940	351,050
Audit And Professional Fee		106,250	85,000
Software service Fee		505,500	587,500
Miscellaneous Expenses		51,239	17,085
Repair And Maintenance		108,595	208,737
Traveling		66,235	86,883
Depreciatilon		133,519	130,723
Loan Loss Provision expenses (LLPE)		3,024,449	2,505,931
Total Expenditure		60,698,124	48,563,937



Particulars	Notes	Amount in Taka	
		FY 2024-2025	FY 2023-2024
Excess of Income over Exp.before charging capital reserve		1,016,252	2,174,032
Capital Reserve (10% on surplus of this year)		101,625	217,403
Retained Surplus after charging capital reserve		914,627	1,956,629
Total		61,714,376	50,737,969

The annexed notes form an integral part of the Statement of Comprehensive Income.



Finance Director
ASS



Executive Director
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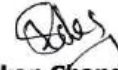


Chairperson
ASS

This is the Statement of Comprehensive Income referred to in our separate report of same date.

Place: Dhaka

Date: 03-09-2025



Khokan Chandra Das, FCA

ICAB Enrollment No. 1005

For and on behalf of

Shubhankar & Co.

Chartered Accountants

DVC: 2509031005A5812916



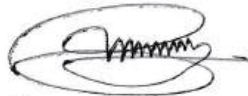
Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Receipts and Payments Statement
For the year ended June 30, 2025

Particulars	Amount in Taka	
	FY 2024-2025	FY 2023-2024
Opening Balance	3,319,231	1,175,336
Cash in Hand	345,135	742,059
Cash at Bank	2,974,096	433,277
Receipt	679,421,183	661,757,025
Loan Realization from Beneficiaries General Microfinance Sector	319,851,901	306,886,586
Loan Realization from Beneficiaries Housing loan BD Bank	4,136,465	3,143,889
Office Rent Adv. Realized	113,500	36,000
Inter Branch Fund Received	-	-
Loan Received From Basic Bank	-	10,000,000
Loan Received From Bangladesh Bank	-	4,250,000
Loan Received From EC GB Member	68,293,478	82,778,903
Received From FDR	-	2,000,000
Staff provident Fund	4,226,357	1,023,746
Staff Welfare Fund	516,450	100,550
Staff APS Fund	743,600	191,800
Staff Security Fund	1,447,500	853,000
Loan Received From others	-	-
Members Savings Fund Mandatory	44,999,235	51,554,467
Members Savings Fund Voluntary	42,521,464	26,541,552
Members Savings Fund SS	7,815,481	5,252,886
Member welfare Fund	3,582,060	3,497,007
Loan Received From Member	120,994,000	113,463,000
Service Charges on Loan	59,820,103	49,819,224
Bank Interest	7,255	17,872
Bank Interest on FDR- Savings	-	-
Bank Interest on FDR- Reserve Fund	-	-
Membership Admission Fees	75,150	79,900
Sale of Pass Books	78,600	81,470
Loan Application Form	37,030	38,865
Income from project (VGD)	-	105,000
Miscellaneous Income	161,554	41,308
Total Receipts	682,740,414	662,932,361
Payments	680,805,165	659,613,130
Investment on FDR Savings	-	2,500,000
Investment on FDR Reserve Fund	-	1,000,000
Office Rent Adv.Payment	94,500	303,500
Inter Branch Fund Payment	-	-
Loan Disbursement to General Microfinance Sector	358,231,000	349,768,700
Loan Disbursement to Bangladash Bank Housing loan	4,250,000	1,040,000
Loan Refund to Southeast Bank	456,856	16,998,149
Loan Refund to Bangladesh Bank	3,438,417	6,660,459
Loan Refund to Basic Bank	6,342,840	-
Loan Refund to EC GB	67,184,608	76,086,040
Refund to Staff Provident Fund	3,275,247	139,565
Refund to Staff Welfare Fund	323,650	66,000
Refund to Staff APS Fund	567,600	33,400
Refund to Staff Security Fund	1,133,000	339,500
Loan Refund to Others Project VGD	-	-
Members Savings Fund Mandatory	45,389,099	131,846,260



Particulars	Amount in Taka	
	FY 2024-2025	FY 2023-2024
Members Savings Fund Voluntary	42,509,184	24,099,309
Members Savings Fund SS	5,572,280	3,419,245
Member Welfare Fund	-	-
Member Loan Refund	85,441,000	-
Interest Paid to Bank loan	2,837,078	19,358
Bank and TT/DO Charges	119,687	143,492
Excise Duty	22,500	-
Interest on Members Savings	19,499,688	15,553,345
Salary & Benefits	27,415,192	22,562,584
Residence Facilities for Staff	1,725,940	288,790
Conveyance	-	751,775
EC/GB Honorarium	-	5,500
Oil & Fuel	1,442,078	1,077,957
Office Expenses	71,065	116,248
Gas, Wasa & Electricity Bill	227,096	211,161
postage & Currier	22,351	159,804
Intarnet Bill	148,375	-
Printing Expenses	369,408	359,562
Legal Fees	360,000	175,000
Training And Workshop Seminar	23,465	26,410
Registration And Renewal Fee	86,202	68,322
Office Rent	744,000	2,032,730
Entertainment/Refreshment	368,940	351,050
Audit And Professional Fee	106,250	85,000
Software service Fee	505,500	587,500
Miscellaneous Expenses	51,239	17,085
Repair And Maintenance	108,595	208,737
Traveling	66,235	86,883
Depreciation	-	-
LLP Provision Paid	-	-
Furniture and Fixture	99,900	262,040
Office equipment	-	-
Electronic Goods	175,100	162,670
Closing Balance	1,935,249	3,319,231
Cash in Hand	627,673	345,135
Cash at Bank	1,307,576	2,974,096
Total Payment	682,740,414	662,932,361

The annexed notes form an integral part of the Receipts and Payments Statement.



Finance Director
ASS



Executive Director
ASS



Chairperson
ASS



Khokan Chandra Das, FCA

ICAB Enrollment No. 1005

For and on behalf of

Shubhankar & Co.

Chartered Accountants

DVC: 2509031005AS812916

Place: Dhaka

Date: 03-09-2025

Agragati Seba Sangstha(ASS)

Balabo, Norsingdi

Statement of Cash Flows

For the year ended June 30, 2025

Particulars	Amount in Taka	
	FY 2024-2025	FY 2023-2024
A. Cash Flow from Operating Activities:		
Excess of Income over Expenditure (Surplus)	914,627	1,956,629
Add: Amount Considered as non cash items:		
Depreciation	133,519	130,723
Savings Interest Paid	843,141	931,640
Capital Reserve	101,625	217,403
Service Charges on Loan	(784,338)	(152,483)
Bank Interest	(362)	-
Bank Interest on FDR- Savings	(387,410)	(145,824)
Bank Interest on FDR- Reserve Fund	(221,049)	(135,840)
Bank Interest on FDR- Bank Loan	(141,525)	-
Income from project (VGD)	-	(120,183)
Bank and TT/DO Charges	362	-
FDR source Tax	168,960	61,198
FDR Excise Duty	19,650	16,650
Salary & Benefits	127,159	29,502
Loan Loss Provision	3,024,449	2,505,931
Office Rent	60,000	-
Loan to Beneficiaries	(38,492,634)	(40,778,225)
Increase/Decrease in Current Assets	-	-
Increase/Decrease in Current Liabilities	-	-
Net Cash used in Operating Activities	(34,633,826)	(35,482,879)
B. Cash Flow from Investing Activities:		
Acquisition of Property, plant and equipment	(275,000)	(424,710)
Advance, Deposits & Prepayments	19,000	(267,500)
Fixed Deposit Reserve (FDR)	-	(1,500,000)
Net Cash Used in Investing Activities	(256,000)	(2,192,210)
C. Cash Flow from Financing Activities:		
Increase/Decrease Short term loan	26,423,757	110,747,255
Member Savings	1,865,617	(76,015,909)
Other Fund	5,216,470	5,087,638
Member Welfare Fund	-	-
Net Cash used in Financing Activities	33,505,844	39,818,984
D. Net Increase/Decrease (A+B+C)	(1,383,982)	2,143,895
Add: Cash & Bank Balance at the beginning of the year	3,319,231	1,175,336
E. Cash & Bank Balance at the end of the year	1,935,249	3,319,231

The annexed notes form an integral part of the Statement of Cash Flows.


Finance Director
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Executive Director
ASS


Chairperson
ASS

**Khokan Chandra Das, FCA**

ICAB Enrollment No. 1005

For and on behalf of

Shubhankar & Co.

Chartered Accountants

DVC: 2509031005AS812916


Place: Dhaka

Date: 03-09-2025

Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Statements of Changes in equity
For the year ended June 30, 2025

Particulars	Amount in taka		
	Surplus	Reserve Fund	Total
Balance As at July 01, 2024	18,622,303	2,069,145	20,691,448
Add: Excess of income over expenditure	1,016,252	-	1,016,252
Add : Loan Loss Provision Reversal during the year	577,005	-	577,005
Balance As at June 30, 2025	20,215,560	2,069,145	22,284,705
Transferred to Capital Reserve Fund for prior year (LLP Reveral)	(57,701)	57,701	-
Transferred to Capital Reserve Fund during the year	(101,625)	101,625	-
Balance As at June 30, 2025	20,056,234	2,228,471	22,284,705

The annexed notes form an integral part of the Statement of Changes in Equity.



Finance Director
ASS



Executive Director
ASS



Chairperson
ASS

Place: Dhaka

Date: 03-09-2025


Khokan Chandra Das, FCA

ICAB Enrollment No. 1005

For and on behalf of

Shubhankar & Co.

Chartered Accountants

DVC: 2509031005A5812916



Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Notes to the Financial Statements
As at and for the year ended 30 June, 2025

1.00 Background of Aragati Seba Sangstha:

Aragati Seba Sangstha (ASS) is a non-government, non-profitable, non-political and voluntary development organization was established in 2003. It was then registered with Department of Social Service under Ministry of Social welfare. A group of social activist found that underprivileged section of the people like hardcore poor and poor people, women, girls, marginal farmer and business people are living under poverty line due to lack awareness, knowledge, skill and financial capital. They had daily food crisis, poor health and sanitation, substandard housing, inadequate education and medical treatment. They were also less social dignity. They were not organized and lack of leadership. Government services were very less and sometimes it was not reached at all to the real people. In this context ASS was established. Later on, the organization was registered with Department of social service under Ministry of Social welfare, Bangladesh. It also registered with NGO Affairs Bureau of Bangladesh and Microcredit Regulatory Authority (MRA), Bangladesh.

2.00 Corporate Information of the Organization

Name of the PO - MFI		Aragati Seba Sangstha(ASS)	
Year of Establishment		2003	
Legal Entity			
1.	Department	NGO Affairs Bureau	
	Reg. No. & Date	2592	29.08.2010
2	Department	Micro credit Regulatory Authority (MRA)	
	Reg. No. & Date	00648-01479-00672	12.12.2012
3	Department	National Board of Revenue (NBR)	
	TIN Reg. No & Date	230386811991,	18.08.2024
4	Department	Department of Social Services	
	Reg. No. & Date	na-0316	05.06.2003



Name of the Programs

1. Micro-Credit Program.

A. Rural Microcredit (RMC)

Statutory of Audit conducted up to	30 June, 2024
Name statutory auditor for last year	Shubhankar & Co., Chartered Accountants
Name statutory auditor for current	Shubhankar & Co., Chartered Accountants
No. Executive Committee meeting held FY 2024-2025	4
Date of Last AGM held	29-May-25

List of Executive Committee Members

Sl. No.	Name	Designation	Present Address
1	Ruhi Das	Chairman	House # 66, Road # 3, Mohammadia Housing Society, P.O: Mohammadpur, Adabor, Dhaka
2	Md Motiur Rahman Bhyan	Vice- Chairman	Vill: Goridiya, P.O: Shibpur P.S: shibpur, Dist: Narsingdi
3	Jamal Hossain	Executive Director	Vill: Jangua, P.O: Bhatar Char, P.S: Belabo, Dist: Narsingdi
4	Swapan Chandra Debnath	Treasurer	Vill: Jangua, P.O: Bhatar Char, P.S: Belabo, Dist: Narsingdi
5	Shah Asiful Abed	Member	Vill: Digoldiya, Post: Awoliyakanda, Upazila: Belabo, Dist: Narsingdi
6	Najmon Nahar Amina	Member	Vill+Post: Bhatar Char, P.S: Belabo, Dist: Narsingdi
7	Farjana Yesmin	Member	Vill+Post: Hossain Nagar, P.S: Belabo, Dist: Narsingdi

3.00 Basis of preparation of Financial Statements

Basis of Accounting:

The Financial statements have been prepared on going concern assumption under historical cost convention on accrual basis except Service Charge, which accounted for on Cash basis under prudence concept.

4.00 Summary of Significant Accounting Policies:

4.01: Currencies:

The accounts are maintained and financial statements are prepared in Bangladesh Currency (Taka).

4.02: Revenue Recognition:

(i) Interest Income:

- Ø Service charges on loan are accounted for on cash basis.
- Ø Interest expenses has been recognized on cash basis.
- Ø Other expenses has been accounted for on accrual basis.



(ii) Interest paid on Savings:

Interest paid on savings @ 6% on cash basis at the end of the year on their savings and accounted for accordingly.

4.3 Fixed Assets and Depreciation:

Fixed assets have been stated in the financial statements at written down value under historical cost convention.

4.4 General:

Figures are rounded off to the nearest Taka.

Previous year's figures are rearranged where even considered necessary to confirm to the current year's presentation.

5.00 Significant Organizational Policies:

5.1 Loan loss provision:

Loan classification:

i) **Good loan (Standard):** Where the loan repayment period has not been expired and the installments are being paid as per repayment schedule the loan is treated as "Good Loan (Standard)".

ii) **Watchful Loan:**

Where the loan repayment period has not been expired but more than one installment has not been paid up to 30 days as per repayment schedule the loan is treated as "Watchful Loan".

iii) **Sub-Standard Loan:** Where the loan repayment period has not been expired but more than one installment has not been paid up to 180 days as per repayment schedule the loan is treated as "Substandard loan".

iv) **Doubtful loan:** If any loan is outstanding from 181 days after the expiry of the repayment date the loan is treated as "Doubtful loan".

v) **Bad Loan:** If any loan is outstanding more than 365 days after the expiry of the repayment date, the loan is treated as "Bad Loan".

Loan loss provisioning and written off Policy:

Aragati Seba Sangstha(ASS) makes a provision on loan loss half yearly. They create the provision on 1% on the Good loan (Standard), 5% on Watchful Loan, 25% on sub-Standard loan, 75% on doubtful loan and 100% on bad outstanding loan.

5.2 Policy on Loan to Beneficiaries:

Aragati Seba Sangstha(ASS)'s Microcredit program is operated by the rules and regulations provided by MRA. The Organization has collected service charges from beneficiaries at a flat of 12.50% per annum. The loan amount collected weekly and monthly basis.

5.3 Policy on savings collection:

i) Savings are collected at Tk. 30 and above on weekly & monthly basis.

ii) 6% interest will be paid to the member on yearly basis on their saving of minimum balance product method.

5.4 Grants/Donation Accounting: N/A

5.5 Grant/Subsides/Donation (non refundable) Receive FY-2023-2024: N/A



Notes	Particular	Amount in Taka	
		June 30, 2025	June 30, 2024
6.00	Property, Plant and Equipment		
	A. Cost		
	Opening Balance	4,186,253	3,892,266
	Add: Addition during the year	275,000	424,710
	Less: Adjustment/Disposal during the year	133,519	130,723
	Balance as 30 June 2025	4,327,734	4,186,253
7.00	Investment on Fixed Deposit Receipts		
	Opening Balance	-	-
	Add: New FDR during the year	1,533,250	-
	Add: Interest on FDR	141,525	-
		1,674,775	-
	Less: Encashment during the year	-	-
	Less: FDR Source Tax	14,155	-
	Less: FDR General Charge and Source Tax	3,500	-
	Closing Balance	1,657,120	-
8.00	Loan to Members		
	Opening Balance	210,284,353	170,610,069
	Add : Disbursement during the year	362,481,000	350,808,700
		572,765,353	521,418,769
	Less : Realization during the year	323,988,366	310,030,475
	Less : Insurance Adjustment during the year	874,798	1,103,941
	Less : Savings Adjustment during the year	1,257,128	-
	Closing Balance	246,645,061	210,284,353
8.01	General Micro Finance Sector		
	Opening Balance	206,063,274	164,285,101
	Add : Disbursement during the year	358,231,000	349,768,700
		564,294,274	514,053,801
	Less : Realization during the year	319,851,901	306,886,586
	Less : Savings Adjustment during the year	1,209,460	-
	Less : Insurance Adjustment during the year	874,798	1,103,941
	Closing Balance	242,358,115	206,063,274
8.02	Bangladesh Bank Housing loan		
	Opening Balance	4,221,079	6,324,968
	Add : Disbursement during the year	4,250,000	1,040,000
		8,471,079	7,364,968
	Less : Realization during the year	4,136,465	3,143,889
	Less : Savings Adjustment during the year	47,668	-
	Closing Balance	4,286,946	4,221,079
9.00	Accounts Receivable		
	Opening Balance	540,750	273,250
	Add : Receivable during the year	94,500	303,500
		635,250	576,750
	Less : Adjustment during the year	113,500	36,000
	Less : Adjustment during the year JV	60,000	-
	Closing Balance	461,750	540,750
10.00	Head office Loan Receivable from Branch		
	Opening Balance	6,958,475	6,958,475
	Add : Addition During the year	-	-
		6,958,475	6,958,475
	Less: Adjustment during the year	-	-
	Closing Balance	6,958,475	6,958,475



Notes	Particular	Amount in Taka	
		June 30, 2025	June 30, 2024
11.00 Investment on Short-term FDR			
	Investment on Savings FDR	5,565,015	6,818,738
	Reserve Fund FDR	2,892,002	2,734,025
	Total	8,457,017	9,552,763
11.01 Investment on Savings FDR			
	Opening Balance	6,818,738	6,219,319
	Add: New FDR during the year	-	2,500,000
	Add: Interest Receipt	387,410	135,840
	Total	7,206,148	8,855,159
	Less: Encashment during the year	-	2,000,000
	Less: Balance Transferred to FDR Bank Loan	1,533,250	-
	Less: FDR Source Tax	97,733	25,771
	Less: FDR Excise Duty	10,150	10,650
	Total	5,565,015	6,818,738
11.02 Reserve Fund FDR			
	Opening Balance	2,734,025	1,629,628
	Add: New FDR during the year	-	1,000,000
	Add: Interest Receipt	221,049	145,824
	Total	2,955,074	2,775,452
	Less: FDR Source Tax	57,072	35,427
	Less: FDR Excise Duty	6,000	6,000
	Closing Balance	2,892,002	2,734,025
12.00 Cash & Cash Equivalent			
	Cash in Hand	12.01 627,673	345,135
	Cash at Bank	12.02 1,307,576	2,974,096
	Total	1,935,249	3,319,231

12.01 Cash in Hand

Break-up of the above amount is as follows:

Sl. No.	Branch Name	Address	As on	As on
			June 30, 2025	June 30, 2024
1	Headoffice	Velanogar, Narsingdi	25,050	-
2	Narayanpur-	Belabo, Narsingdi	3,012	6,423
3	Musapur	Musapur, Narsingdi	7,752	19,637
4	Tolatuly	Raipura, Narsingdi	7,220	41,105
5	Shibpur	Shibpur, Narsingdi	25,302	80,829
6	Hasimpur	Raipura, Narsingdi	1,949	573
7	Foridpur	Kuliarchar, Kishorgonj	45,522	10,354
8	Bhairab	Kuliarchar, Kishorgonj	9,461	1,142
9	Baroicha	Belabo, narsingdi	6,468	11,445
10	Shreenagor	Raipura, Narsingdi	8,445	84,284
11	Adiabad	Raipura, Narsingdi	2,094	13,027
12	Kuliarchar	Kuliarchar, Kishorgonj	10,392	25,616
13	Shimulkandi	Kuliarchar, Kishorgonj	21,620	3,556
14	Narsingdi	Narsingdi Sadar, narsingdi	67,811	1,779
15	Belabo	Belabo, Narsingdi	262,469	6,506
16	Agorpur	Kuliarchar, Kishorgonj	831	-
17	Narayanpur-2	Belabo, Narsingdi	56,057	8,956
18	Hasnabad	Narsingdi Sadar, narsingdi	10,307	15,087
19	Katiyadi	Katiyadi, Kishorgonj	11,564	-
20	Panchrukhi	Arihajar, Narayangonj	19,986	14,816
21	gachihatta	Katiyadi, Kishorgonj	15,530	-
22	Kaliyachapra	Kuliarchar, Kishorgonj	8,831	-
Closing Balance			627,673	345,135



Notes	Particular	Amount in Taka	
		June 30, 2025	June 30, 2024

12.02 Cash at Bank

Break-up of the above amount is as follows:

Sl. No.	Branch Name	Bank & Branch Name	Account No.	Balance	Balance
1	Headoffice	Southeast bank, Doina, Dhaka	11100000402	725	243,394
2	Headoffice	Dutch-Bangla bank, Velanagar, Narsingdi	2491200000628,	31,349	62,980
3	Headoffice	Basic Bank, Narsingdi	1910010005703,	522,377	506,417
4	Headoffice	Exim bank, Morjal, Narsingdi	111000800928,	4,550	4,550
5	Headoffice	Southeast bank,Doina, Dhaka	00721110000043,	48,663	56,604
6	Head office	Brac ,Narsingdi,	2070374100001,	466,400	-
7	Headoffice	Bengal Bank , Velanagar, Narsingdi	1010141000802,	46,650	1,901,490
8	Narayanpur-	Sonali Bank, Bakhamnagar, Raipura	1718200000047,	5,261	1,022
9	Musapur	Agrani Bank, Pagla Bazar, Raipura	0200016323702,	2,933	1,222
10	Tolatuly	Pubali Bank, Raipura, Narsingdi	4725901006089,	3,165	52
11	Shibpur	NRB Commercial Bank, Eatokhola, Narsingdi	503433300000956,	318	318
12	Shibpur	IFIC Bank, Shibpur, Narsingdi	0100100429041,	7,402	19,895
13	Hasimpur	Pubali Bank, Raipura, Narsingdi	4725901006599,	1,060	17,099
14	Foridpur	Pubali Bank, Belabo, Narsingdi	0630901006334,	239	114
15	Bhairab	Premier Bank, Bhairab, Kishoregonj	8011100002226,	1,538	3,340
16	Shreenagar	Sonali Bank, Bagikandi, Raipura	1715202000110,	27,601	6,488
17	Adiabab	IFIC Bank, Adiabab, Narsingdi	0190290854001,	3,909	5,126
18	Kuliarchar	Premier Bank, Kuliarchar, Kishoregonj	0011100000320,	842	9,801
19	Shimulkandi	Premier Bank, Kuliarchar, Kishoregonj	1811112334,	2,202	4,661
20	Narsingdi	Pubali Bank, Narsingdi Sadar	0722102001329,	4,148	2,225
21	Belabo	Pubali Bank, Belabo, Narsingdi	4630102000178,	74,230	367
22	Agorpur	Agrani Bank, Bazipur, Kishoregonj	0200019374395,	779	774
23	Narayanpur-2	Pubali Bank, Baroicha, Narsingdi	4630102000151,	11,122	87,479
24	Hasnabad	IFIC Bank, Raipura, Narsingdi	0100150132001,	18,797	8,649
25	Baroicha	Pubali Bank, Baroicha, Narsingdi	4630102000160,	397	7,747
26	Narayanpur-1	Pubali Bank, Baroicha, Narsingdi	4630102000197,	2,598	1,674
27	Katiyadi	Pubali Bank, Katiyadi, Kishoregonj	45509010,	13,897	905
28	Panchrukhi	Midland Bank, Banti ,Aethajar	0012109000551,	431	19,691
29	Kaliyachapra	Pubali Bank, pakundiya, kishoregonj	1640102002218,	1,993	12
30	Gochihata	Krise Bank, Gochihata, kishoregonj	48250210003687,	2,000	-
Total				1,307,576	2,974,096

13.00 Cumulative Surplus

Opening Balance	18,622,303	16,665,674
Add : Surplus during the year	1,016,252	
Add : Loan Loss Provision Reversal during the year	577,005	2,174,032
	20,215,560	18,839,706
Transferred to Capital Reserve Fund for prior year (LLP Reveral)	57,701	
Less : Transfer to Reserve Fund during this year	101,625	217,403
Closing Balance	20,056,234	18,622,303

14.00 Statutory Reserve Fund

Opening Balance	2,069,145	1,851,742
Add: Transferred to Capital Reserve Fund for prior year (LLP Reveral)	57,701	
Add : Transfer from surplus during this year	101,625	217,403
Closing Balance	2,228,471	2,069,145



Notes	Particular	Amount in Taka	
		June 30, 2025	June 30, 2024
15.00 Long Term Loan			
	Southeast Bank PLC	15.01	-
	Bangladesh Bank	15.02	456,856
	Basic Bank PLC	15.03	4,989,234
	GC/EC Members	15.04	10,000,000
	Total		8,669,438
		14,986,285	24,115,528
15.01 Loan from Southeast Bank			
	Opening Balance	456,856	17,455,005
	Add : Received during the year.	-	-
		456,856	17,455,005
	Less : Loan Refund during the year	456,856	16,998,149
	Closing Balance	-	456,856
15.02 Loan from Bangladesh Bank			
	Opening Balance	4,989,234	7,399,693
	Add : Received during the year.	-	4,250,000
		4,989,234	11,649,693
	Less : Loan Refund during the year	3,438,417	6,660,459
	Closing Balance	1,550,817	4,989,234
15.03 Loan from Basic Bank			
	Opening Balance	10,000,000	-
	Add : Received during the year	-	10,000,000
		10,000,000	10,000,000
	Less : Loan Refund during the year	6,342,840	-
	Closing Balance as per General Ledger	3,657,160	10,000,000
15.04 Loan from GC/EC Members			
	Opening Balance	8,669,438	1,976,575
	Add : Received during the year.	68,293,478	82,778,903
		76,962,916	84,755,478
	Less : Loan Refund during the year	67,184,608	76,086,040
	Closing Balance	9,778,308	8,669,438
16.00 Staff Fund			
	Opening Balance	4,909,056	3,288,923
	Add : Cash Received during the year.	6,933,907	2,169,096
	Add : Provision during the year	127,159	29,502
		11,970,122	5,487,521
	Less: Loan Refund during the year	5,785,676	578,465
	Closing Balance	6,184,446	4,909,056
16.01 Provident Fund			
	Opening Balance	2,751,606	1,842,023
	Add : Cash Received during the year.	4,226,357	1,023,746
	Add : Provision during the year	94,059	25,402.00
		7,072,022	2,891,171
	Less: Loan Refund during the year	3,586,626	139,565
	Closing Balance	3,485,396	2,751,606



Notes	Particular	Amount in Taka	
		June 30, 2025	June 30, 2024
16.02	Accounts Payable to Staff APS FUND		
	Opening Balance	466,400	306,600
	Add : Received during the year.	743,600	191,800
	Add : Provision during the year	15,400	1,400
		1,225,400	499,800
	Less: Loan Refund during the year	662,400	33,400
	Closing Balance	563,000	466,400
16.03	Accounts Payable to Staff Welfare Fund		
	Opening Balance	175,550	138,300
	Add : Received during the year.	516,450	100,550
	Add : Provision during the year	12,700	2,700
		704,700	241,550
	Less: Loan Refund during the year	323,650	66,000
	Closing Balance	381,050	175,550
16.04	Accounts Payable to Staff Security Fund		
	Opening Balance	1,515,500	1,002,000
	Add : Received during the year.	1,447,500	
	Add : Provision during the year	5,000	853,000
		2,968,000	1,855,000
	Less: Loan Refund during the year	1,213,000	339,500
	Closing Balance	1,755,000	1,515,500
17.00	Accounts Payable to others		
	Opening Balance	-	120,183
	Less: Adjustment during the year	-	120,183
	Closing Balance	-	-
18.00	Members Savings Fund Mandatory		
	Opening Balance	42,568,721	121,928,874
	Add : Received during the year	44,999,235	51,554,467
	Add: Interest on Savings	843,141	931,640
	Add: Adjustment during the year	10,870,771	8,839,806
		99,281,868	183,254,787
	Less :Refund during the year	45,389,099	131,846,260
	Less:Adjustment	12,266,124	8,839,806
	Closing Balance	41,626,645	42,568,721
19.00	Members Savings Fund Voluntary		
	Opening Balance	4,949,191	2,506,948
	Add : Received during the year	42,521,464	26,541,552
		47,470,655	29,048,500
	Less :Refund during the year	42,509,184	
	Less: Adjustment during the year	21,836	24,099,309
	Closing Balance	4,939,635	4,949,191



Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
ELIGIBILITY CRITERIA COMPLIANCE CERTIFICATION
For the year ended June 30, 2025

SL. No.	Eligibility Criteria	Standards	Audited Figures	
			FY 2024-2025	FY 2023-2024
1	Minimum Loan Recovery Rates, Computed Quarterly, Based on the followings:			
	I) Minimum Cumulative Loan collection ratio on the total dues:	Minimum 95%	98.59 %	99.08 %
	ii) Minimum Loan collection ratio on current dues (on running 12 months basis):	Minimum 92-100%	95.53 %	97.41 %
2	Minimum liquidity ratio	Minimum 10%	18.90 %	23.96 %
3	Minimum current ratio	Minimum 2:1	1.17 :1	1.25 :1
4	Minimum capital adequacy ratio	Minimum 15%	8.30 %	9.32 %
5	Minimum debt service cover ratio	Minimum 1.25:1	1.04 :1	1.12 :1
6	Debt to capital ratio	Maximum 9:1	10.68 :1	9.48 :1
7	Minimum rate of return on capital	Minimum 1%	4.10 %	9.46 %
8	Operating Self-Sufficiency Ratio (OSS)	More than 100%	99.85 %	102.90 %
9	Financial Self-Sufficiency Ratio (FSS)	Minimum 100%	101.67 %	104.48 %
10	Portfolio at Risk (PAR)	Maximum 10%	6.99 %	6.48 %



Aragati Seba Sangstha(ASS)

Balabo, Norsingdi

Eligibility Criteria Compliance Certification for the year ended June 30, 2025

Sl. No	Eligibility Criteria			Standard	FY 2024-2025
1	Cumulative Recovery Rate (CRR)	$\frac{\text{Cumulative Recovery-Advance Recovery}}{\text{Cumulative Recovery-Advance Recovery} + \text{Overdue (Principal)}} \times 100$	$\frac{1,196,703,597}{1,213,870,642} \times 100$	Min: 95%	98.59
2	OTR (On-time Realization)	$\frac{\text{Summation of Recovery in the last 12 months}}{\text{Summation of Regular Recoverable in the last 12 months}} \times 100$	$\frac{256,158,469}{268,145,949} \times 100$	92%-100%	95.53
3	Liquidity to Savings Ratio	$\frac{\text{FDR+Cash+ Bank+STD+ Govt. Securities}}{\text{Total Savings Fund}}$	$\frac{10,392,266}{54,986,042} \times 100$	Min: 10%	18.90
4	Current Ratio	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	$\frac{264,457,552}{226,986,970}$	2.0:1	1.17
5	Capital Adequacy Ratio	$\frac{\text{Total Capital}}{\text{Total Assets-(Cash+ Bank+STD+ Govt. Securities)}} \times 100$	$\frac{22,284,705}{268,507,157} \times 100$	15%	8.30
6	Debt Service Cover Ratio	$\frac{\text{Surplus+ Total interest Payments+ Principal Collections on PKSF Funded loan}}{\text{Total Interest payments + Principal Payments on PKSF loan}}$	$\frac{24,094,534}{23,179,907}$	1.25:1	1.04



Sl. No	Eligibility Criteria		Standard	FY 2024-2025
7	Debt to Capital Ratio	Total Debt	$\frac{238,105,661}{22,284,705}$	Max: 9:1 10.68
		Total Capital (Networth)		
8	Ratio of Return of Capital	Net Surplus $\times 100$	$\frac{914,627}{22,284,705} \times 100$	Min: 1% 4.10
		Capital Fund		
9	Operating Self-Sufficiency Ratio (OSS)	Operating Income (Service Charge) $\times 100$	$\frac{60,604,441}{60,698,124} \times 100$	More than 100% 99.85
		Financial Cost + Operating Cost + Loan Loss Provision		
10	Financial Self-Sufficiency Ratio (FSS)	Operating Income (Service Charge)+ Non Operating Income $\times 100$	$\frac{61,714,376}{60,698,124} \times 100$	Min 100% 101.67
		Financial Cost + Operating Cost + Loan Loss Provision+Inputed Cost		
11	Portfolio at Rik (PAR)	Loan Outstanding of the overdue (OD) Loanee $\times 100$	$\frac{17,249,715}{246,645,061} \times 100$	Max 10% 6.99
		Total Loan Outstanding		



Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Portfolio Report for the year ended June 30, 2025
Review of Loan Classifications and Provisions

(i) Classification of Loan and Loan Loss Provision:

Sl. No	Particulars	No. of days Outstanding	Outstanding Loan Amount (Taka)	Required Provision	
				Rate (%)	Amount (Taka)
1	Total Loan Outstanding		246,645,061		
2	Total Overdue		17,167,045		
3	Regular	Loans with no overdue installments	222,404,908	1%	2,224,049
4	Watchful	Loan default duration between 1 and 30 days	1,000,513	5%	50,026
5	Sub-Standard	Loan default duration between 31 and 180 days	6,905,865	25%	1,726,466
6	Doubtful	Loan default duration between 181 and 365 days	4,163,772	75%	3,122,829
7	Bad Loan	Loan default duration above 365 days	5,179,565	100%	5,179,565
	Total		239,654,623		12,302,935

(ii) Loan Loss Provision (LLP) status of the MFI

Particulars	Amount
Required Provision as per MRA Policy (Circular 2025)	9,920,724
Provision made by the MFI upto 30 June, 2025	9,985,957
Excess/(Short) Provision	65,233



(iii) Loan Operational Report

SL. No	Particulars	FY 2024-2025			FY 2023-2024		
1	Financial Services Product						
	Loan Product:						
	Loan (RMC)	242,358,115			206,063,274		
	Loan (Housing)	4,286,946			4,221,079		
	Savings Product:						
	Mandatory	41,626,645			42,568,721		
	Voluntary	4,939,635			4,949,191		
	Sonali Savings	8419762			6196561		
	Loan Form member	149016000			113463000		
	Livestock						
Others							
2	Number of Branches	21			21		
		M	F	Total	M	F	Total
3	Number of Samities	20	720	740	20	692	712
4	Number of Members	672	9192	9864	541	9573	10114
5	Number of Borrowers	382	7059	7441	334	7029	7363
6	Number of Staff	69	41	110	45	55	100
7	outstanding with Samity Members	246,645,061		246,645,061	210,284,353		210,284,354
8	Member:Borrowers	1.64:1	1.35:1	1.37:1	1.62:1	1.36:1	1.37:1
9	Average Loan Size	33147		33,147	28560		



Aragati Seba Sangstha(ASS)
Balabo, Norsingdi
Schedule of Property, Plant and Equipment
As on 30 June, 2025

Sl. No.	Particulars	Cost			Rate of Dep.	Depreciation			Written down Value as on 30 June, 2025
		Balance as on 01 July, 2024	Addition during the year	Adjustment/ Disposal during the year		Balance as on 30 June, 2025	Charged during the year	Adjustment/ Disposal during the year	
1	Land	1,700,000	-	-	0%	-	-	-	1,700,000
2	Furniture & Fixture	1,755,284	99,900	(92,759)	5%	66,083	93,726	66,083	1,696,342
3	Office Equipment	79,246	-	(3,962)	5%	-	4,044	-	75,284
4	Electric Equipment	651,723	175,100	(36,798)	5%	-	32,953	-	790,025
	Balance as on 30 June, 2025	4,186,253	275,000	(133,519)		66,083	130,723	66,083	4,261,651



Agragati Seba Sangstha(ASS)

Balabo, Norsingdi

BUDGET ANALYSIS

Financial Year: 2025-2026

Name of NGO: Agragati Seba Sangstha(ASS)

MRA License No: 00016-03290-00619

Sl. No	Description	2024-2025			2025-2026 (Proposed)
		Projected	Actual	Variance (%)	
1. Area Coverage:					
	District	2	-	-	2
	Upazilla	6	2	-	5
	Union	15	10	-	20
	Village	80	60	-	60
	2. Branch Opening	4	4	-	4
	3. Group/Samity Formation	100	28	-	100
	4. Add New Member	2,000	(250)	-	2,000
	5. Add New Borrower	1,500	78	-	1,500
	6. Recruitment	-	-	-	-
	7. Deposits Collection.	125,000,000	95,336,180	(24)	125,000,000
	8. Refund Deposit	65,000,000	93,470,563	44	73,000,000
	9. Recovery	378,200,000	323,988,366	(14)	423,500,000
	10. Loan Disburesement	484,250,000	362,481,000	(25)	475,000,000
	11. Borrowing	230,000,000	120,994,000	(20)	210,000,000
	12. Loan returns	70,000,000	95,679,113	-	95,000,000
	13. Received against insurance service	4,920,000	3,582,060	(27)	4,500,000
	14. Insurance benefits given	350,000	992,896	184	1,000,000
	15. Total Income	58,030,000	61,714,376	6	71,830,000
	16. Total Expenditure	52,442,190	60,698,124	102	63,421,467

Sl. No	Description	Current Balance	
		(end of previous fiscal year)	
1. Area Coverage:			
	District		3
	Upazilla		16
	Union		113
	Village		393
	2. Number. of Branch		21
	3. Number. of Group		740
	4. Number. Member		9864
	5. Number. Borrower		7441
	6. Manpower		90
	7. Deposit Balance		54,986,042
	8. Loan Outstanding		14,986,285
	9. Loan Received		68,293,478
	10. Insurance Fund		12,932,888
	11. Cumulative Surplus		20,056,234



Sl. No	Description	2024-2025			2025-2026 (Proposed)
		Projected	Actual	Variance (%)	
1	* Loan Recovery				
	Rural Microcredit	375,000,000	319,851,901	(14.71)	420,000,000
	Urban Microcredit	-	-	-	-
	Microenterprise	-	-	-	-
	Seasonal Loan	-	-	-	-
	Livestock Loan	-	-	-	-
	Agriculture Loan	-	-	-	-
	Others Loan HL	3,200,000	4,136,465	-	3,500,000
	Total	378,200,000	323,988,366	(14.33)	423,500,000
* Specify according to loan type					
2	Fund Collection				
	1. Savings Collection:				
	Force Savings	70,000,000	44,999,235	(35.72)	65,000,000
	Voluntary Savings	35,000,000	42,521,464	21.49	40,000,000
	SIDS deposit	20,000,000	7,815,481	(60.92)	20,000,000
	Total:	125,000,000	95,336,180	(23.73)	125,000,000
	MFI Borrowing				
	2. PKSF Loan	-	-	-	-
	3. Bank Loan	50,000,000	-	-	50,000,000
	4. Loan from Financial Institution	-	-	-	-
	5. Loan from other Institution	-	-	-	-
	6. Donation (Conditional)	-	-	-	-
	7. General/EC Member Loan	-	-	-	-
8. Others Loan to Member	180,000,000	120,994,000	-	160,000,000	
3	Insurance Fund Collection	4,920,000	3,582,060	(27.19)	4,500,000
	Total:	234,920,000	124,576,060	(46.97)	214,500,000
4	Utilization of Fund				
	1. * Loan Disbursement				
	Rural Microcredit Disbursement	480,000,000	358,231,000	(25.37)	450,000,000
	Urban Microcredit Disbursement	-	-	-	-
	Microenterprise Disbursement	-	-	-	-
	Seasonal loan Disbursement	-	-	-	-
	Livestock loan Disbursement	-	-	-	-
	Agriculture loan Disbursement	-	-	-	-
	Other Disbursement HL	4,250,000	4,250,000	-	25,000,000
	Total:	484,250,000	362,481,000	(25.15)	475,000,000
	* Specify according to loan type				
	2. Savings Returns				
	Compulsory Savings	35,000,000	45,389,099	29.68	40,000,000
	Voluntary Savings	20,000,000	42,509,184	-	25,000,000
	SIDS Deposit	10,000,000	5,572,280	-	8,000,000
	Total:	65,000,000	93,470,563	43.80	73,000,000
	3. Loan Repayment				
	PKSF Loan	-	-	-	-
	Bank Loan	10,000,000	10,238,113	-	15,000,000
	Loan from financial Institution	-	-	-	-
	Loan from other Institution	-	-	-	-
General/EC Member Loan	-	-	-	-	
Others Loan From Member	60,000,000	85,441,000	-	80,000,000	
Total:	70,000,000	95,679,113	-	95,000,000	
5	Insurance Service:	350,000	992,896	183.68	1,000,000
6	Fixed asset acquisition				
	Land Purchase	-	-	-	-
	Land Development	-	-	-	-
	Building Construction	-	-	-	-
	Motor Vehicles	-	-	-	-
	Furniture & Fixtures	500,000	99,900	(80.02)	200,000
	Office Equipments	100,000	-	-	-
	Electric Equipments	400,000	175,100	(56.23)	300,000
	Computer & Accessories	-	-	-	100,000
	Crocery	-	-	-	-
	Total:	1,000,000	275,000	(72.50)	600,000



Sl. No	Description	2024-2025			2025-2026
		Projected	Actual	Variance (%)	(Proposed)
7	Income				
	1. Service charge	57,000,000	60,604,441	6.32	70,000,000
	2. Interest on Investment	400,000	749,984	87.50	1,200,000
	3. Other interest	30,000	7,617		30,000
	4. Entry Fees	120,000	75,150	(37.38)	120,000
	5. Sale of passbook	120,000	78,600	(34.50)	120,000
	6. Sale of Forms	60,000	37,030	-	60,000
	7. Donation	-	-	-	-
	8. Others income	300,000	161,554	(46.15)	300,000
	9. Recovery of Written off Loan	-	-	-	-
	10. Overhead cost from others Program	-	-	-	-
	Total Income:	58,030,000	61,714,376	6.35	71,830,000
8	Expenses				
	Financial Expenses:				
	1. Savings interest	18,000,000	20,342,829	13.02	20,000,000
	2. Interest of PKSF Loan	-	-	-	-
	3. Interest on Bank Loan	500,000	2,837,078	-	4,000,000
	4. Interest on Committee Loan	-	-	-	-
	5. Interest on Others institutional Loan	-	-	-	-
	Office Supplies	150,000	71,065		100,000
	Total Financial Expenses:	18,650,000	23,250,972	24.67	24,100,000
	General and administrative Expenses:				
	7. Salary & Allowances* 1				
	Basic Pay	25,000,000	27,542,351	10.17	30,000,000
	Special Allowance	-	-	-	-
	Dearness Allowance	-	-	-	-
	House Rent Allowance	-	-	-	-
	Medical Allowance	-	-	-	-
	Festival Allowance	-	-	-	-
	Rest & Recreation Allowance	-	-	-	-
	Lunch Allowance	-	-	-	-
	Conveyance Allowance	-	-	-	-
	Telephone Allowance	-	-	-	-
	Educational Allowance	-	-	-	-
	Fixed Travel Allowance	-	-	-	-
	Overtime Allowance	-	-	-	-
	Others Allowance (PF)	-	-	-	-
	Total	25,000,000	27,542,351	10.17	30,000,000
	8. House Rent	2,640,000	2,529,940	(4.17)	2,700,000
	9. Printing and Stationeries:	400,000	369,408	-	400,000
	Printing & Binding	-	-	-	-
	Stationary, Seals & Stamps	-	-	-	-
	Total	3,040,000	2,899,348	(4.63)	3,100,000
	10. Travel Expense	200,000	66,235	-	100,000
	Domestic	-	-	-	-
	Foreign	-	-	-	-
	11. Telephone and Mail	-	-	-	-
	Telephone/Telex/Fax/Internet	200,000	170,726	(14.64)	200,000
	Postal & Courier service	-	-	-	-



Sl. No	Description	2024-2025			2025-2026
		Projected	Actual	Variance (%)	(Proposed)
8	12. Repairs & Maintenance	250,000	108,595		150,000
	Office Building	-	-	-	-
	Motor Vehicles	-	-	-	-
	Others	-	-	-	-
	Total	650,000	345,556	(46.84)	450,000
	13. Fuel Expense	1,200,000	1,442,078	-	1,600,000
	14. Gas, Electric ,Water, Internet, Soft	300,000	227,096	(24.30)	300,000
	15. Entertainment	400,000	368,940	(7.77)	400,000
	16. Advertisement	50,000	-	(100.00)	-
	17. Paper & Publication:	-	-	-	-
	Newspaper & Magazine	-	-	-	-
	Books & Publication	-	-	-	-
	Total	1,950,000	2,038,114	4.52	2,300,000
	18. Bank Charge	180,000	120,049	(33.31)	150,000
	19. Training Expense	100,000	23,465	-	50,000
	Local Training	-	-	-	-
	Foreign Training	-	-	-	-
	Total:	280,000	143,514	(48.75)	200,000
	20. Seminar, Conference & Workshop Expense	-	-	-	-
	21. Legal Expense	200,000	360,000	80.00	400,000
	22. Meeting Expense	-	-	-	-
	23. Registration Fees/Renewal Fees	90,000	86,202	(4.22)	150,000
	24. Others Operational Expense	600,000	528,000	(12.00)	600,000
	25. Audit Fees	100,000	106,250	6.25	100,000
	26. Honorarium for EC Members	20,000	-	(100.00)	20,000
	27. Other Honorarium	-	-	-	-
	28. Tax:	-	-	-	-
	Land Tax	-	-	-	-
	Income Tax	-	-	-	-
	Other Tax	80,000	188,610	-	200,000
	Customs Duty/VAT	-	-	-	-
	Total:	1,090,000	1,269,062	16.43	1,470,000
	29. Subscriptions & Donation	-	-	-	-
30. Depreciation	130,723	133,519	2.14	150,000	
miscellaneous	50,000	51,239	-	50,000	
32. Consultancy Service	-	-	-	-	
Total:	180,723	184,758	2.23	200,000	
33. Total Operational Expenses	50,840,723	57,673,675	13.44	61,820,000	
34. Loan Loss Provision	1,601,467	3,024,449	88.85	1,601,467	
35. Net Surplus	5,587,810	1,016,252	(81.81)	8,408,533	
36. Transfer to Various Fund	-	-	-	-	
Reserve Fund	-	-	-	-	
DMF	-	-	-	-	
Others	-	-	-	-	
Total:	-	-	-	-	



Agragati Seba Sangstha(ASS)
Balabo, Narsingdi
FDR Schedule
As on June 30, 2025

SL. No	Bank Name	Branch	FDR No.	Opening Balance	New FDR	Interest Earned	Income Tax deduction	Excise Duty/Bank Charge	Interest Transfer	FDR Encahment	Cloing Balance
1	Southeast Bank	Donia,Dhaka	7224300000896	566,249.00	-	41,039.00	10,851.00	500.00	-	-	595,937.00
2	Southeast Bank	Donia,Dhaka	7224300000903	566,249.00	-	41,074.00	9,422.00	500.00	-	-	597,401.00
3	Southeast Bank	Donia,Dhaka	7224300001151	1,114,213.00	-	80,651.00	21,326.00	3,000.00	-	-	1,170,538.00
4	Southeast Bank	Donia,Dhaka	7224300001219	340,199.00	-	29,786.00	7,175.00	150.00	-	-	362,660.00
5	Southeast Bank	Donia,Dhaka	72244300001272	1,673,424.00	-	121,205.00	32,048.00	3,000.00	-	-	1,759,581.00
6	Southeast Bank	Donia,Dhaka	7224400000133	1,025,154.00	-	73,655.00	16,911.00	3,000.00	-	-	1,078,898.00
Total				5,285,488.00	-	387,410.00	97,733.00	10,150.00	-	-	5,565,015.00

FDR Capital Reserve

SL. No	Bank Name	Branch	FDR No.	Opening Balance	New FDR	Interest Earned	Income Tax deduction	Excise Duty/Bank Charge	Interest Transfer	FDR Encahment	Cloing Balance
1	Padma Bank	Narsingdi	8244000024	274,488.00	-	26,076.00	7,822.00	-	-	-	292,742.00
2	Southeast Bank	Donia,Dhaka	7224300001127	1,123,347.00	-	98,228.00	23,668.00	3,000.00	-	-	1,194,907.00
3	Southeast Bank	Donia,Dhaka	7224300001271	1,336,190.00	-	96,745.00	25,582.00	3,000.00	-	-	1,404,353.00
Total				2,734,025.00	-	221,049.00	57,072.00	6,000.00	-	-	2,892,002.00

FDR against Bank Loan

SL. No	Bank Name	Branch	FDR No.	Opening Balance	New FDR	Interest Earned	Income Tax deduction	Excise Duty/Bank Charge	Interest Transfer	FDR Encahment	Cloing Balance
1	Basic Bank	Narsingdi	1918010013378	1,033,250.00	-	97,564.00	9,756.00	3,000.00	-	-	1,118,058.00
2	Basic Bank	Narsingdi	1918010013620	500,000.00	-	43,961.00	4,399.00	500.00	-	-	539,062.00
Total				1,533,250.00	-	141,525.00	14,155.00	3,500.00	-	-	1,657,120.00





Shubhankar & Co.

Chartered Accountants

Certificate

We examine and found that Agragati Seba Sangstha (ASS) has not taken any activity, which is involved in the transaction or provided services that are contrary to " Money Laundering Prevention Act (MLAPA) 2012 and Anti Terrorism Act (ATA) 2009".

Place: Dhaka
Date: 03-04-2025

Khokan Chandra Das, FCA
ICAB Enrollment No. 1005
For and on behalf of
Shubhankar & Co.
Chartered Accountants
DVC: 250903100 5A5812916

**Management Reports of the Financial Statements
Aragati Seba Songstha (ASS)**

Balabo, Narshindi

For the year ended June 30, 2025

OBSERVATIONS AND RECOMMENDATIONS

1.00 Method of Accounting Not Followed:

Observation:

During conducting our audit, we have observed that the financial statements have been prepared as per cash basis of accounting. Consequently, the MFI has not made provision for Interest on loan from EC members of this year and for Electric bill & office rent of June, 2025 as well.

Recommendation:

As per MRA Rules-2010, The Organization should follow the law, Regulation, other government rules and regulations in maintaining the accounts of the organization. The MFI should make provision for Interest on loan from EC members of this year and for Electric bill and office rent of June, 2025 as well.

Management Response:

We shall follow the rules of accounts accordingly in future.

2.00 Maintenance of Books of Account and other Records as per MRA Act-2006 & MRA Rule 2010:

Observation:

During the course of our audit, we observed that the Organization has maintained Books of Accounts and other Records as per MRA Act-2006 & MRA Rule 2010.

Recommendation:

The Microcredit Organization should preserve all documents, deeds and records of its branch offices for a minimum of 5 (five) years and its head office for a minimum of 10 (ten) years.

Every Microcredit Organization must update and maintain the current registers of all its offices.

Multi-tier Microcredit Organizations must maintain the following registers or record books, as per MRA Rules-2010.

S.L No.	Books & Registers ought to be Maintained in Head Office.	Books & Registers ought to be Maintained in Branch Office	Remarks
01	Cash and Bank Book	Cash and Bank Book	Maintained by ASS Manually.
02	General Ledger	General Ledger	Maintained by Microfin36 Software.
03	Client based subsidiary ledger (loans, deposit and Insurance)	Client based subsidiary ledger (loans, deposit and Insurance)	Maintained by Microfin36 Software.



04	Consolidated Loan Distribution Ledger (Branch wise)	Loan Distribution Book (Master Roll)	Maintained by ASS Manually.
05	Consolidated branch level Loans Due and Realization Register	Loans Due and Realization Register	Maintained by Microfin36 Software.
06	Consolidated branch level deposit return / adjustment register	Deposit return / adjustment register	Maintained by Microfin36 Software.
07	Cheque issue register	Cheque issue register	Maintained by ASS Manually .
08	FDR register	FDR register	Maintained by ASS Manually.
09	Fixed Asset register (Head Office and branch office)	Fixed Asset register (branch wise)	Maintained by ASS Manually .
10	Dues register (branch wise)	Dues register/Ledger	Maintained by Microfin36 Software.
11	Payroll register	Payroll register	Maintained salary sheet by ASS Manually.
13	Fully depreciated asset register	Fully depreciated asset register	Maintained by ASS Manually .

Management Response:

We shall follow the above registers and ledgers accordingly in future.

3.00. Loan Operation Management:

Observation

During the financial year 2024-2025, the organization has outstanding loan total sum of Tk. **246,645,061.00** to the beneficiaries under the following components:

SL. No.	Particulars	Amount (In Taka)
1	Microcredit Loan	246,645,061.00
Total:		246,645,061.00

The overall systems of internal control in respect of loan operation, management may be considered satisfactory.

Recommendation:

Proper monitoring system should be introduced to ensure the purpose for which the loan is disbursed to the beneficiaries.

Management Response:

We shall follow-up every loan after disbursement and ensure the purpose for which the loan is disbursed to the beneficiaries.



04.00 Disbursement & Collection procedure of loan:

Observation

During the course of our audit, we observed that the organization disburses loan after signature on a contract of both parties along with 10 (Ten) Taka revenue stamp without any mortgage and the collection of loan (principle + Service charge @ 12.5%) made on disbursed amount weekly/fortnightly/monthly/at a time basis from the disbursement date but the general practice is based on weekly collection. The organization has collected service charge from beneficiaries in accordance with MRA Instruction, (Micro Credit Loan @ 12.50%).

Recommendation:

In case of group loan, a contract must be signed among the group members of the Samity.

The overall systems of disbursement & collection procedure of loan operation, Management may be considered satisfactory.

Management Response:

The MFI should develop the MIS papers and software management for better output.

05.00 Internal Control of Loan & Savings management:

Observation

The organization has developed a well-defined internal Control compliance manual for compliance with the guidelines of Microcredit Regulatory Authority regarding Loan & Saving activities.

Recommendation:

Management should properly implement the Internal Control and Compliance manual for better internal control and compliance with MRA requirements.

Management Response:

We shall follow the advice of audit recommendation.

06.00 Generation of Surplus Income:

Observation

The Organization has generated more cumulative and periodical surplus. This is the good sign for the organization.

Recommendation:

The organization should prepare proper plan and implement that plan to be profitable. Besides they have to think to minimize the unnecessary costs and over staffing costs.

Management Response:

We are trying to generate surplus gradually. We have taken some actions to avoid unnecessary costs and over staffing costs.



07.00 Suitability of the Organization:

Observation

During the course of our audit, we have analyzed different Ratio of Agragati Seba Songstha Comparatively last two years which is as follows:

Particulars	As at June 30, 2025	As at June 30, 2024
Minimum Loan recovery rates, computed quarterly, based on the following:		
i) 95% Minimum Cumulative Loan Collection Ratio on total recoverable:	98.59%	99.08%
ii) 92-100% Minimum loan collection ratio on current recoverable (on running 12-month basis)	95.53%	97.41%
iii) Minimum Liquidity ratio of 10%	18.90%	23.96%
iv) Minimum Current Ratio of 2:1	1.17:1	1.25:1
v) Minimum Capital Adequacy Ratio of 15%	8.30%	9.32%
vi) Minimum debt service cover ratio of 1.25:1	1.04:1	1.12:1
vii) Debt Capital Ratio 9:1	10.68:1	9.48:1
viii) Minimum Rate of Return on capital of 1%	4.10%	9.46%
ix) Operating Self-Sufficiency Ratio (OSS)	99.85%	102.90%
x) Financial Self-Sufficiency Ratio (FSS)	101.67%	104.48%
xi) Portfolio at Risk (PAR)	6.99%	6.48%

Recommendation:

Some ratios of the organization may be considered as unsatisfactory because the organization has newly started the MF program. There are so many scopes to operate sustainable MF program.

Management should have taken more concern about the ratios reach in satisfactory level.

Management Response:

We have taken some activity to sustain our program.

08.00 Comment on Fund management & Other Activities:

8.01 Loan Loss Provision (LLP):

Observation:

During the course of our audit, we have observed that the Organization made Loan loss provision (LLP) amounting Tk. 9,985,957.00. It has fulfilled MRA Guidelines.

Recommendation:

Loan Loss Provision should be calculated as per MRA guideline.

Management Response:



We shall try always calculate LLP as per MRA guideline.

8.02 Saving Deposits:

Observation:

Total saving deposits stood at Tk. 54,986,042.00 as on June 30, 2025. Out of total savings, 10% saving (Tk. 5,498,604.00) should be kept in FDR as well as cash and bank balance. Remaining 90% of savings can be utilized for disbursement in loan or deposit with STD or current account in commercial bank. On scrutiny, We have found an amount of TK. 7,222,135.00 amount invested kept in Savings FDR and the Balance of Tk. 1,307,576.00 cash at Bank and cash in hand was Tk. 627,673.00.

Recommendation:

We suggest to follow MRA instructions continuously.

Management Response:

We shall maintain the said amount in the next year as per MRA instructions.

8.03 Fixed Assets and Depreciation Calculation:

Observation:

The organization holds fixed assets total W.D.V. Tk. 4,261,651 during the year under audit a sum of Tk. 275,000 was added in assets. We have verified all purchase documents in respect of acquisition of assets and found some weakness on procurement process. They had not properly maintained Fixed Asset register manually. Impairment test and Revaluation on assets were not performed.

Recommendation:

- The records of fixed assets should be maintained by a software and be updated regularly. Impairment test and Revaluation on assets should be performed in every 3 or 5 years later.
- Depreciation should be calculated properly on reducing method, otherwise the fixed asset would be misstated.

Management Response:

We shall be more careful about the depreciation calculation of fixed assets as well as we will maintain the Fixed asset register properly.

09.00. Training of Personnel:

It appears to us that there is much scope to train up their existing staffs and develop their professional efficiency.

Recommendation:

Training programs should be continued in future.

Management Response:

We shall arrange a training session by an MFI expert for all of our staffs.

10.00. Anti-money Laundering and Terrorist Financing:

Observation:

During the course of our audit, we found that the organization has established a policy and they follow the policy properly for Anti -money laundering & terrorist financing.



Recommendation:

After verifying all activities regarding microcredit operation, it seems that Agragati Seba Songstha is more careful regarding this issue.

Management Response:

We shall continue this in future.

11.00 Cash management

Observation:

Daily cash collection amount was not deposited the full amount to the bank that means partial amount was kept in hand. The closing cash in hand was Tk. 627,673.00 at the end of the year.

Recommendation:

Management should take necessary steps to address the above issues.

Management Response:

We shall develop the system.

Compliance of the status of the prior year (FY 2023-2024) Audit observation and mention the percent thereof.

Sl. No	Observations	Implementation Status	Comments (If Any)
1.00	There was some weakness to record accrued expense like electric bill and office rent.	Not Improved	N/A
2.00	Some ratios were not at satisfactory level.	Improved	N/A

Conclusion:

We convey our thanks to the staff and officers of **Agragati Seba Songstha** for extending their Co-operation and assistance to our audit team during the time of audit.



Aragati Seba Sangstha (ASS)

Balabo, Norsingdi

As required by the Micro-credit Regulatory Authority, we further report that:

- A) The organization has prepared its financial statements as per International Financial Reporting Standards (IFRS) as adopted by the Financial Reporting Council (FRC) Reporting.
- B) We examine and found that the organization has not taken any activity, which is involved in the transaction or provided services that is contrary to "Micro credit Regulatory Authority Act-2006." Micro credit Regulatory Authority Act-2010. We also verify and found that no transaction has been made against the interest of different donors, beneficiaries of the organization.
- C) We have examined and found that the closing balance of last year's audited financial statement was carried forward as opening balance in current year's accounts.
- D) We examined and observed that the organization has maintained proper books of accounts for sector-wise receipt of fund and whether they properly comply with the rules and regulation as per accounting manual provided by authority.
- E) We examine and observed that the organization has kept the record separately for the collected fund under various components of micro credit activities and submit separate reports on that basis.
- F) We examined and observed that the organization has properly recorded and accounted for the receipt and disbursement of fund from different donor organization and utilized them as per their principles/terms and conditions of the agreement with the donors.
- G) We examined and observed that the organization has properly recorded in account and deposited into the bank, besides, whether collection and refund of savings are paid to members and also examine rate of interest etc.
- H) We check and found that the organization has maintained the formalities and properly complied with the provision in the rules mentioned before disbursing loan among the beneficiaries.
- I) We checked whether the documents i.e. passbook/savings collection schedule and loan application form regarding loan write off, bad loan and found that have preserved separately.
- J) The organization has properly complied with the rules & regulation relating to the constitutions particularly in respect of formation and meetings of General Body and Governing Body.
- K) There were fixed assets in the Microcredit Program. So we have physically verified the existence of fixed assets in Aragati Seba Sangstha (ASS) which acquired out of surplus service charge (income surplus) and fund received from different sources for institutional development as loan or grants.
- L) We checked test basis whether the loans was properly utilized for the beneficiary member and found in order.
- M) All transaction related with collection of savings and disbursements of microcredit were made in cash.
- N) From our test check, we found that the collected loan and savings accounts are not deposited into bank on daily basis.



- O) From our test check, we found that the amount collected from Samity members are duly accounted for as per applicable policy and procedure at member and group level with very little exceptions.
- P) Agragati Seba Sangstha (ASS) which is collecting service charges from beneficiaries at a decline rate of 24.00% per annum calculated on the loan provide to them. The principal loan and proportional service charges are collected in equal weekly installments, Service Charge are accounted on cash basis and the amount of service charges from the beneficiaries is recognized as income. On the other side, the service charges receivable is not recognized as income.
- Q) Provision for loan loss has been duly calculated **and** sufficient Provision accounted for as Micro-credit Regulatory Authority Act 2006 and Micro-credit Regulatory Authority Act 2010.
- R) We have physically counted the cash in hand during course of our audit and confirmed bank balances with the bank statement on a test basis and also examined the bank reconciliation statements and found them satisfactory.
- S) We have checked the vouchers on a test basis and found that payments were made upon the approval of appropriate authority and we have examined the budgetary control system of the organization and have not found any issue to mention in the report.
- T) We have checked the papers / document in supporting of utilized of fund and found that no existence of any unused fund.
- U) We have verified the financial statements submitted to various donor organizations, regulatory agencies and other authorities by the Agragati Seba Sangstha (ASS) which with proper justification and did find any issue mention in the report.
- V) As per Sixth Schedule Part-A, Para 1A on Income Tax Ordinance, 1984 (ITO) income from microfinance activities are tax exempted. The Agragati Seba Sangstha (ASS) which not deducts tax and VAT at sources as per the provisions of ITO and VAT Act. 2012.
- W) We observed that the Organization has introduced and established policies for procurement, human resource, loan and savings and complies with the above policies for microfinance operations.
- X) The organization has Internal Audit Department for conducting internal audit and monitoring the Organization at a regular interval.
- Y) We have checked the microfinance activities funded by Own fund and Bank/NGO, loaned fund, donated fund and such activities from own sources, adequacy of MIS system, internal control system, adequacy of classification of loan, provision policy, adequacy of collection percentage of loan and found satisfactory.
- Z) We have checked cost sharing between of microcredit and other program and found in order.
- AA) We check and found that the bank transaction was not satisfactory because transaction made both cash and bank.
- BB) We observed that the audit fee has been shown under separate head in financial statement which are not fixed on the basis of loan portfolio and cost centers/branches. The organization has not agreed to pay and also unable to pay the audit fee as per ICAB audit fee schedule and charges.
- CC) We examine and found that the organization has not taken any activity, which is involved in the transaction or provided services that are contrary to "Money Laundering Prevention Act (MLAPA) 2012 and Anti Terrorism Act (ATA) 2009".



Compliance with Guidelines on Prevention of Money Laundering Terrorist Financing for Non-Government Organization/Non-Profit Organizations.

Guideline No.	Title	Compliance Status
1	<p>Whether the NGO has policy approved by the Governing Body/Executive Committee with regard to preventing funds from using money laundering and terrorist financing in order to comply with the Money Laundering Prevention Act, 2009.</p> <p>Whether the NGO has assigned a senior executive as contact person to communicate with the Bangladesh Bank In order to perform properly money laundering prevention activities.</p> <p>Whether the NGO has submitted name, designation, address, telephone no., fax and e-mail to the Money Laundering Prevention Department of Bangladesh Bank.</p>	Complied
2	Whether the NGO preserves information with regard to goal, objectives and activities of the organization.	Complied
3	Whether the NGO preserves correct and complete information with necessary documents of persons responsible for controlling and directing the NGO (Senior management personnel, members of the Board of Directors, Executive Committee, Board of Trustees and other). The information shall be available to public.	Complied
4	Whether the NGO preserves financial statements, information and explanation of each heads of financial statements and supporting documents for a minimum period of 5 (Five) years.	Complied
5	Whether selected candidate's introduction, experience and other relevant information with supporting documents are screened before recruitment.	Complied
6	Whether the NGO preserve details particulars of functions and up-to- date information of officers and employees of foreign branch (if Not applicable applicable).	Not Applicable
7	Whether the NGO collates, ensures propriety of and preserves correct and complete information with supporting documents of all beneficiaries whose loan balance is Tk. 75,000 or more or savings balance is Tk. 50,000 or more. Whether the NGO preserves beneficiaries information/documents for a minimum period of 5 (five) years after transactions with the beneficiaries are closed. In	Complied



	case of NGO receiving foreign donation/ donation/ loan, the provision in this paragraph shall be applicable for any balance of loan or savings.	
8	Whether the NGO uses banking channel for transactions Tk. 100,000 (One lakh) or more.	Complied
9	Whether management personnel, Board of Directors, Trustee of the NGO ensures utilization of funds as per NGO's goal, objectives and functions of the NGO. In this regard, annual independent audit shall be conducted.	Complied
10	Whether senior executives or Board of Directors (if applicable) conducts quarterly meeting with officers in connection with money laundering prevention activities and arranges appropriate training for all officers. Whether the NGO preserves records relating to meeting and training.	Complied
11	Has the NGO received funds from individuals/organizations listed in resolution UNSCR-1267 and UNSCR-1373 of the United Nations Security Council? Whether the NGO follows Enhanced Due Diligence (EDD) for receiving funds from individuals/organizations listed in Public Statement of Financial Action Task Force (FATF). Whether the NGO collects, ensures propriety of and preserves correct and complete information with documents of donor/donor organizations.	Not Applicable
12	Whether the NGO collects and preserves clearance from appropriate authority for foreign donations/contribution/loan receipts and refunds foreign donations/contribution/loan to the donors without permission from appropriate authority.	Complied
13	Whether the NGO has established monitoring mechanism to identify if funds disbursed to the beneficiaries have been used money laundering and terrorist activities. Whether the NGO has submitted report to the Money Laundering Department of Bangladesh Bank if any event/transaction is identified/suspected.	Not Applicable
14	Whether the NGO has submitted report to the Money Laundering Department of Bangladesh Bank if it is suspected that the donors/donor organizations has used the NGO contrary to the laws of the country or has requested the NGO to do activities contrary to the laws of the country.	Not Applicable
15	Whether the NGO has submitted information and documents as per requirements of Bangladesh Bank.	Complied

