

FINANCIAL REPORT

C F F A

January – December 2018

2 Audit

Audit objectives

The period under audit is from 1st January 2018 until 31 December 2018.

The audit was carried out with a view:

- To express an opinion on whether CFFA Statement of Income and Expenditure presents fairly monies received and costs incurred for the period under audit in accordance with the terms of the funding agreement and generally accepted accounting principles.
- To obtain a sufficient understanding of CFFA internal control structure, evaluate the control environment and the adequacy of the accounting system;
- To determine whether CFFA complied with the terms of the grant agreement and applicable laws and regulations.
- To verify that proper books of accounts exist, are reliable, comply with the financing agreement and have been properly organized and maintained throughout the period under audit.
- To verify that expenditure was in accordance with the agreed budget items and amounts.
- To verify that the disbursed grant by SSNC, SEK 1.450.000 corresponds to the received amount
- To verify that the received amount in the report is presented in 140.837,19 EURO.
- To verify that the grant from SSNC is specified in the organisational audit report
- To verify that the grant of 15.000 EURO from Brot für die Welt was well spent in 2018.

- To present a management letter

Procedures performed

The following audit procedures were performed during the course of the audit:

- Obtaining an understanding of CFFA establishment, functions, activities and financial reporting system;
- Obtaining an understanding of CFFA internal control structure and tested the controls in terms of their adequacy and actual operation;
- Reviewing CFFA books to determine whether expenditures incurred were properly recorded and incurred in accordance with the funding agreement with Swedish Society for Nature Conservation and Pain pour le Monde/ Brot für die welt;
- Reviewing the procedures used to control the funds and the bank account;
- Reviewing procurement procedures to determine whether reasonable prices were obtained, and adequate controls were in place over the qualities and quantities received;
- Preparation of a draft report discussed with CFFA Coordinator.

100 % of the expenditures were examined.

3 Report of auditors

AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS OF CFFA NPA FOR THE YEAR ENDED 31 DECEMBER 2018

In accordance with the legal and statutory requirements, we report to you on the performance of the mandate of statutory auditor which has been entrusted to us.

This audit was performed in accordance with international standards (ISA 800/805).

We have audited the financial statements as of and for the year ended 31 December 2018, prepared in accordance with the financial reporting framework applicable in Belgium, which show a balance sheet total of € 24.064,75 and a negative result for the year of €7.587,84.

Unmodified audit opinion on the financial statements

Management is responsible for the preparation and the fair presentation of these financial statements. 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.

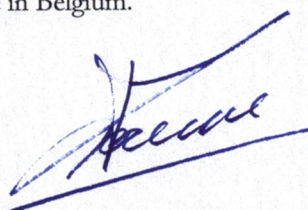
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the legal requirements and the Auditing Standards applicable in Belgium, as issued by the Institute of Registered Auditors (*Institut des Reviseurs d'Entreprises*). Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free from material misstatement, as to whether due to fraud or error.

In accordance with the above-mentioned auditing standards, we considered the company's accounting system, as well as its internal control procedures. We have obtained from management and the company's officials, the explanations and information necessary for executing our audit procedures. We have examined, on a test basis, the evidence supporting the amounts included in the financial statements. We have assessed the appropriateness of accounting policies and the reasonableness of the significant accounting estimates made by the company as well as the overall financial statement presentation. We believe that these procedures provide a reasonable basis for our opinion.

The € 15,000 subsidy received on 26 April 2018 by CAPE-CFFA from Bread for the World made it possible to pay the wages of the association for 2018 (the wages amounted 25.624,48 € in 2018), the balance being covered by the subsidy of SSNC.

In our opinion, the financial statements for the year ended 31 December 2018 give a true and fair view of the company's assets and liabilities, its financial position and the results of its operations in accordance with the financial reporting framework applicable in Belgium.

Brussels, 31 march 2019
CDP LERUSSE & C° S.P.R.L.
represented by
Pierre LERUSSE, Registered auditor



4 Additional

The accounting follows cash basis principle except for :

- the expenses of December paid in January 2019
- the holiday pay payable in June 2019 but already in the accounts at the end of December 2018 as the Belgian law has it foreseen.
- a travel paid in 2018 but still to be made in 2019 for 1.160€
- a reimbursement to be received at the end of 2018
-

The grant is well kept in a bank account and continuously reconciled during the agreement period.

The financial report includes a comparison between the actual costs and the budgeted costs in the co-operation agreement (see after)

The financial report contains explanations for any deviations of budget line headings.

The outgoing balance for previous period is the same as incoming balance for the current period.

The organisation has adhered to its internal regulations for procurements

Interests and exchange rate gains from the projects funds are accounted for the supported project.

Staff time charged to the project has been recorded the duration of the year in a systemized way and the salary costs can be verified by sufficient supporting documentation. Only staff costs belonging to activities funded under the supporting project are accounted for and are not cross-funded.

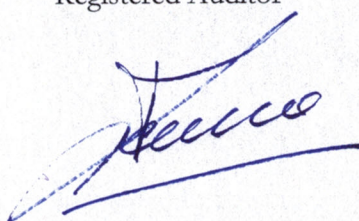
There is no relationship between employees of the organization and its board of directors.

The organisation "C.F.F.A." has followed national laws regarding taxes, social security payment and labour laws.

There is no sub-granting funds to third parties

Brussels, the 31 march of 2019

Pierre LERUSSE
Registered Auditor



Statement of Income and Expenditure

Statement of income (*in euros*)

SSNC	142.450,78
Bread for the World	15.000,00
Bank interests	35,11
Income from LDAC ¹	1.218,59
	158.704,48
Total Expenditures	166.292,32
RESULT 2018 (Negative)	(7.587,84)



¹ LDAC reimburses travel costs for attending its meetings + a daily per diem to cover hotel and other expenses. The amount of the daily per diem is fixed annually by the European Commission

STATEMENT OF EXPENDITURES

	Costs	Budget
1. Salaries		
One part-time coordinator/spokesperson remuneration	20.822,90	
Social security and social security management costs	4.801,58	
One part Time Associate Researcher	21.571,40	
Sub Total	47.195,88	45.400
2. Translation/ web manager services	3.350,30	4.000
3. Organising CFFA annual Steering Committee in Banjul (The Gambia)	17.780,49	18.000
4. Interactions EU Institutions	5.139,54	13.000
5. CAOPA International Women Day	30.136,00	25.000
6. CAOPA : World Fisheries day	26.557,61	25.000
7. Support participation partners to international initiatives	22.266,30	22.000
8. Support to REPROJAO	8.794,91	15.000
Administrative and Office costs		
Insurances	364,11	300
<i>Communication, office and bank costs</i>		3.500
Communication and Office costs	1.200,72	
Bank costs	1.383,88	
Accounting and Auditing	2.122,58	2.500
TOTAL	166.292,32	173.700



Comments on the deviations observed in the expenses for the various activities, compared to the budget

1. Salaries

CFFA employs a part-time coordinator/spokesperson (4 days a week), Béatrice Gorez, and pays social security and social security management costs as per Belgian law requirements.

CFFA also employs, as part time associate researcher, André Standing. As he is based in Kenya, his contract is a long-term consultancy (as paying social security for him under the Belgian law makes no sense, in as much as he would not benefit from social security services). His fee (1800 euros/month) therefore includes all payments due to him.

In 2018, CFFA also signed a short term consultancy contract with Anaid Panossian, a lawyer specialised in fisheries, to help us present an official complaint to the EU about Italy.

2. Translation

CFFA is using the services of Mrs Hindetou Namoano, from Burkina Faso, who is a professional translator FR/ENG. Her invoices are paid according to the number of words translated (0.1 euros per word). We now often use online translations services for a draft translation of our papers. However this needs careful proofreading, which is not always possible for lack of time.

We have not used the services of a web manager – André Standing uploads documents and manages our website.

3. Organising CFFA annual programming meeting in Banjul

The meeting was organised in The Gambia, just after the World Fisheries Day, and CFFA paid for a delegation from CAOPA and REJOPRA and CFFA coordinator. Other partners that take part in CFFA activities (like BFW, ICSF, PRCM) were also invited, but CFFA didn't cover their costs. CFFA has its own interpretation material, so we have no costs for that, we only pay the costs of the professional interpreter. A decision that was taken at our steering committee meeting, to organise urgently a follow up meeting to look specifically at issues arising from the situation in Senegal and Mauritania was also covered with this budget.

4. Interactions EU Institutions

This included payment for the fees to participate to EU advisory Councils and associated preparatory meetings (meeting with NGOs, sector), as well as participating to two specific meetings in Malaga (meeting with European trade unions, to discuss the social aspects of the Common Fisheries Policy, and in Turin, to participate to Slowfish. The one week advocacy training for our colleagues from the Indian Ocean (FPAOI) couldn't be organised, as FPAOI secretariat is currently without staff, but we worked with them on raising awareness about the situation in Madagascar. This means the overall costs were much lower than planned.

5. CAOPA International Women Day

The International Women Day was organised in The Gambia(details in the narrative report). Most of the expenses were made in Dalasi, which led to a loss in change. There were some ditinal expenses due to the large number of women participants.

6. CAOPA: World Fisheries Day

The first choice for the World Fisheries day was (again) Guinea, but as deep divisions persist in the artisanal fishing sector, it was organised in The Gambia.

7. Support participation partners to international initiatives

Several events were organised under this activity, including:

- A CFFA/CAOPA/REJOPRAO delegation to COFI, where CAOPA was able to intervene in the Plenary to explain its work. A preparatory meeting was also organized, focusing on the issue of blue growth
- The organisation of a panel discussion with 3 CAOPA reps, during the Sustainable Seafood Summit in Barcelona
- The participation of CFFA to an IOTC meeting in The Seychelles
- National meetings in Senegal and Cote d'Ivoire, to elaborate a national plan of action for the implementation of the FAO guidelines on sustainable artisanal fisheries

9. Support to REJOPRAO

The main activity that was planned was to support REJOPRAO for organising its joint assembly and to organise a three days training meeting, to which CFFA would contribute. Discussions were held with CTA in particular to look for additional funding, however, it was finally not possible to mobilise enough funding, as REJOPRA has no formal legal registration, so the training activity was cancelled, which explained that we didn't spend fully the budget. This is not the first time we face this issue, and CFFA insisted with the newly elected board of REJOPRA that the legal registration has to be sorted out in 2019, so that CFFA support for training can resume. The General Assembly was organised in Banjul, back to back with CFFA steering committee (which allowed an important participation of journalists to our steering committee), so the costs were limited.

Articles have been provided regularly to the SIPA website, mainly a coverage of important events like the COFI, where CFFA invited journalists in order to enable them to cover COFI, produce a newsletter for participants and interview decision makers.