

**Hoda Vasi  
Chowdhury & Co**

M. Mahfuzul Karim  
Manager - Accounts  
Manusher Jonno Foundation

To  
The members of Governing Body  
Manusher Jonno Foundation  
House # 10, Road # 1, Block - F  
Banani Model Town  
Dhaka - 1213

**Audited Financial Statements  
of  
Manusher Jonno Foundation (MJF)  
For the year ended 31 December 2009**

Independent Correspondent Firm to **Deloitte Touche Tohmatsu**

M. Mahfuzul Karim  
Manager - Accounts  
Manusher Jonno Foundation

# Hoda Vasi Chowdhury & Co

## Chartered Accountants

Independent Correspondent Firm to **Deloitte Touche Tohmatsu**

### Independent Auditors' Report

To

### The Members of Governing Body – Manusher Jonno Foundation

We have audited the accompanying balance sheet of Manusher Jonno Foundation (registered in Bangladesh with The Registrar of Joint Stock Companies and Firms as company limited by guarantee and registered with NGO Affairs Bureau bearing registration no. 2175) as of 31 December 2009 and the related statement of income & expenditure and statement of receipts & payments for the year then ended.

#### Management Responsibilities for the Financial Statements

Management is responsible for preparation and fair presentation of these financial statements in accordance with Bangladesh Accounting Standards (BAS) and Bangladesh Financial Reporting Standard (BFRS) and other applicable laws and regulations. This responsibility includes designing, implementing and maintaining internal control relevant to preparation and fair presentation of financial statements of Manusher Jonno foundation (MJF).

#### Auditors' Responsibilities

Our responsibility is to express an independent opinion on these financial statements based on our audit.

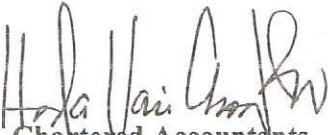
#### Basis of Audit Opinion

We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

#### Opinion

In our opinion these financial statements have been prepared in accordance with Bangladesh Financial Reporting Standard (BFRS), give a true and fair view of the state of the Manusher Jonno Foundation (MJF) affairs as of 31 December 2009 and of the results of its operations and its Statement of Receipts & Payments for the year then ended and comply with applicable laws and regulations.

Dhaka, 20 APR 2010

  
Chartered Accountants

**MANUSHER JONNO FOUNDATION (MJF)**

**Balance sheet**

As at 31 December 2009

	<u>Notes/ Reference</u>	<u>2009 Taka</u>	<u>2008 Taka</u>
<b>Assets</b>			
<b>Non Current Assets</b>			
Property, Plant & Equipments	Annex- A	13,616,187	15,586,911
<b>Current Assets</b>			
Cash and Bank balances	4	85,745,715	33,907,691
Advances, Deposit & Prepayments	5	268,900,107	299,217,241
Gratuity Savings Account		387,476	1,113,213
Gratuity FDR Account		6,500,000	4,500,000
		<b>361,533,298</b>	<b>338,738,145</b>
<b>Current liabilities</b>			
Payable to donor-Bank interest	6	9,812,669	3,425,828
South Asian for Human Rights		31,688	36,926
Accrued Expenses	7	726,166	527,437
		<b>10,570,523</b>	<b>3,990,191</b>
<b>Net Current asset</b>		<b>350,962,775</b>	<b>334,747,954</b>
<b>Total Net Assets</b>		<b>364,578,962</b>	<b>350,334,865</b>

Represented By

**Fund and Liabilities**

General Fund	8	272,761	-
Fixed Assets Fund	9	13,616,187	15,586,911
Gratuity Fund	10	8,734,112	5,613,213
Donor grants in advance-Foreign	11	341,955,902	329,134,741
		<b>364,578,962</b>	<b>350,334,865</b>

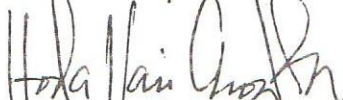
These Financial statements should be read in conjunction with the annexed notes

  
Director  
Finance & Administration

  
Executive Director

  
Chairperson  
Governing Board

Auditors' Report  
See annexed report of date

  
Chartered Accountants

Dhaka, 20 APR 2010

**MANUSHER JONNO FOUNDATION (MJF)**

**Income and Expenditure Statement**

For the year ended 31 December 2009

	<u>Notes/ Reference</u>	<u>2009 Taka</u>	<u>2008 Taka</u>
<b>Income</b>			
<b>Donor Grants</b>			
Foreign	3.6		
Local :		865,735,388	692,653,215
British High Commission			
World Bank		743,495	-
Other income		2,507,537	-
<b>Total income</b>	12	<u>531,578</u>	<u>-</u>
		<u><b>869,517,998</b></u>	<u><b>692,653,215</b></u>
<b>Expenditures</b>			
Personnel cost	13	51,108,932	44,350,057
Programme monitoring cost	14	3,700,916	3,639,058
Programme operating cost	15	11,741,496	7,192,838
Training ,workshop, seminars	16	8,864,507	3,746,643
International conference		2,888,988	-
Cross visit of GOB officials		814,475	-
Technical support consultancy		3,442,581	2,369,863
Advocacy, publication & campaign	17	10,798,024	3,129,471
Partners capacity building		4,396,009	7,315,400
Activity Fund - Networking, alliance building		14,316,417	7,151,646
Audit fees	18	3,365,338	2,055,132
Depreciation	Annex. A	5,481,057	3,941,987
Programme expenses-PNGOs		120,918,740	84,892,095
<b>Total programme expenditure</b>	3.2	<u>748,067,680</u>	<u>607,761,120</u>
Other expenditure	19	<u>868,986,420</u>	<u>692,653,215</u>
<b>Total expenditure</b>		<u>258,817</u>	<u>-</u>
<b>Net surplus for the year transferred to General Fund</b>		<u><b>869,245,237</b></u>	<u><b>692,653,215</b></u>
		<u><b>272,761</b></u>	<u><b>-</b></u>

These Financial statements should be read in conjunction with the annexed notes

*Hoda Vasi*  
Director  
Finance & Administration

*Shahreen Hossain*  
Executive Director

*Hoda Vasi*  
Chairperson  
Governing Board

Auditors' Report  
See annexed report of date

*Hoda Vasi Chowdhury*  
Chartered Accountants

Dhaka, 24<sup>th</sup> April 2010

**MANUSHER JONNO FOUNDATION (MJF)**  
**Statement of Receipts and Payments**  
For the year ended 31 December 2009

	<u>Notes/ Reference</u>	<u>2009 Taka</u>	<u>2008 Taka</u>
<b>Opening Balance</b>			
Cash in Hand		10,000	10,000
Cash at Bank		33,897,691	25,959,120
		<b>33,907,691</b>	<b>25,969,120</b>
<b>Receipts</b>			
Foreign Donor Grants (DFID & Norwegian)	11.1	876,585,825	774,908,086
Local Donor Grants:			
Reimbursement from South Asian for Human Rights (SAHR)		755,789	-
From World Bank for International Conference on RTI		2,507,537	-
From British High Commission for Cross visit of GOB Officials on RTI		743,495	-
		4,006,821	
Other receipts			
From ALOK - MJF Training Centre		357,994	-
From Norwegian Embassy for Conference on Civil Society		173,584	471,572
Bank interest earned		3,515,939	1,589,570
		4,047,517	
<b>Total Receipts</b>		<b>918,547,854</b>	<b>802,938,348</b>
<b>Payments</b>			
<b>From foreign donation</b>			
Personnel Cost		49,258,296	44,377,237
Programme Monitoring cost		3,567,052	3,719,439
Programme Operating cost		10,325,167	6,580,471
Fixed assets purchase	Annex -A	3,510,333	6,367,868
Training ,workshop and seminars		9,316,939	3,746,643
Technical support consultancy		2,721,821	1,259,782
Advocacy, publication and campaign		10,798,024	3,129,471
Partners capacity building		4,396,009	7,315,400
Activity Fund - Networking, alliance building		11,212,584	6,651,646
Audit Fees		3,171,938	1,829,132
Advance to Partners		709,850,118	675,922,209
		<b>818,128,281</b>	<b>760,899,298</b>
<b>From local donation</b>			
Advance to South Asian for Human Rights		761,026	-
Conference on civil Society Cooperation, BD- Norway		144,653	-
International Conference on RTI		2,507,537	-
Cross visit of GOB Officials on RTI		743,495	-
Food and allied for ALOK		114,164	-
		4,270,875	-
		<b>822,399,156</b>	<b>760,899,298</b>
<b>Sub total (A)</b>			
<b>Advance &amp; Prepayments</b>			
Payment to CARE		-	2,140,371
Advance to Vendors		8,326,014	4,525,074
Advance to Consultants		1,886,347	1,003,428
Advance to South Asian for Human Rights		-	380,821
Advance to Employees		190,623	81,665
<b>Sub total (B)</b>		<b>10,402,984</b>	<b>8,131,359</b>
<b>Grand total (A+B)</b>		<b>832,802,140</b>	<b>769,030,657</b>
<b>Closing balance</b>			
Cash in hand	4	10,000	10,000
Cash at Bank	4	85,735,715	33,897,691
		85,745,715	33,907,691
<b>Total</b>		<b>918,547,854</b>	<b>802,938,348</b>

These financial statements should be read in conjunction with the annexed notes

*M. Hossain*  
Director  
Finance & Administration

*Shahreen Araun*  
Executive Director  
Chairperson  
Governing Board



**Manusher Jonno Foundation  
Notes to the Financial Statements  
For the year ended 31 December 2009**

**01. Background**

The Manusher Jonno Foundation was established in 25 January 2006. Human Rights and Governance (HUGO) project; later renamed as Manusher Jonno (for the people) (MJ) was designed by DFID as an innovative local funding mechanism to support work in the area of human rights and governance in Bangladesh. It started implementation in July 2002 as a project of CARE Bangladesh funded by DFID. From the outset, it was intended that MJ would become an independent organization by December 2005. As a result of which a separate organization under the name and style of the Manusher Jonno Foundation (MJF) was established. MJF got its registration from the Registrar of Joint Stock Companies & Firms and from the NGO Affairs Bureau under the Foreign Donations Act (Voluntary Activities) Regulations Ordinance 1978 bearing registration # C-643 (31)/06 on 25 January 2006 and 2175 in December 2006 respectively. These registrations made MJF to start working as a separate entity in 2007, when it assumed the assets and liabilities of the former project of CARE Bangladesh namely Manusher Jonno.

Since its inception as an independent NGO, MJF engages itself to achieve the social and development objectives by the way of implementing human rights and governance support programs as inherited from the former project 'Manusher Jonno' through funding the PNGOs' and self operated activities. In 2008 MJF has undergone a separate agreement with DFID for channeling necessary resources for the project.

**02. Objectives**

The core objective of the project is to enhance the capacity of and opportunities for poor women, men and children to demand improved governance and recognition of their rights.

**03. Significant Accounting Policies & other material information**

**3.1 Basis of preparation of financial statements**

MJF maintains its books of account and records on activity basis. As MJF works mainly through Partner NGOs, the quarterly/monthly returns submitted by the PNGOs are combined together and incorporated in the financial statements of the organization as a whole. MJF's accounting records and financial statements are prepared and presented in accordance with the Generally Accepted Accounting Principles,(GAAP).

MJF has introduced IAS 20 – Accounting for Government Grants and Disclosure of Government Assistance in maintaining its donor fund accounts from 2008. As required by this accounting standard, a retrospective effect in the prior period's financial statements should be made, but due to impracticability in quantification, previous year's figures could not be reinstated to that extent.

**3.2 Programme Expenses of PNGOs**

Programme expenses of PNGOs comprise of expenses relating to personnel cost, travel, fuel, training and maintenance cost etc required for implementation of the project. These expenses are incurred against the funds provided to PNGOs in advance for accomplishing the program activities and charged to the Income and Expenditure Statement on the basis of returns submitted by the individual PNGO.



### **3.3 Bank interest**

Bank interest received by the way of depositing the Donors grants into the savings bank account is treated as liability of the Foundation as this is payable to the Donors, as per grant agreement.

### **3.4 Fixed Assets:**

Fixed Assets have been stated at cost less accumulated depreciation, i.e. at written down value.

### **3.5 Depreciation of fixed assets:**

#### **3.5.1**

Depreciation on fixed assets has been charged on straight line method. Additions during any year to property, plant and equipment are depreciated for the full year at the applicable rates irrespective of the dates of acquisition while no depreciation is charged on any items in the year of their deletion. Depreciation is calculated on cost value instead of written down value.

Method of calculation of depreciation during the year has been changed to yearly basis irrespective of date of purchases.

**3.5.2** Depreciation has been calculated at the following rates:

<b>Types of Assets</b>	<b>Rate of Depreciation</b>
Office equipments	15%
Computer, printer and allied equipments	25%
Furniture and fixture	15%
Vehicles	20%
Electrical and other Equipments	20%

### **3.6 Donors Grants**

All donor grants received during the year 2009 by MJF for implementing programs are initially recorded as liability under the head 'Donor Grants Received in Advance' accounts. For utilization of donor grants for fixed assets, donor grants is transferred to a separate head of account namely 'Fixed Assets Fund' which is adjusted with the depreciation of fixed assets charged for a particular period and the corresponding amount of depreciation is recognized as Income for that period in which it is so applied. For utilization of donor grants for accomplishing program activities, income is recognized only when it equates to the expenditure incurred for the program in a particular period.

### **3.7 Other income:**

All other income is recognized when MJF's right to receive such income has been reasonably determined and all conditions precedent is satisfied.

### **3.8 Taxation**

In accordance with the provisions of ITO 1984, all NGOs working in Bangladesh are assessable entities and submission of Income Tax return is mandatory. Whether the income of any NGO for any year is taxable or not is decided only after regular assessment to be made by the assessing authority. As MJF is a NGO incorporated under the Companies Act, 1994, the applicable tax rate for MJF is currently 37.5% on the income as to be decided after assessment by the tax authority.



### **3.9 Employees Benefit Plans**

Manusher Jonno Foundation operates funded Gratuity and recognized Provident Fund for its employees. MJF makes provision for Gratuity fund for the employees who have completed minimum one year of service with MJF at the rate 1.25 times of last month's basic salary for each completed year. Gratuity so calculated are transferred to the Gratuity Fund and charges to expenses of the company.

### **3.10 Provisions and accrued expenses**

Provisions and accrued expenses are recognized in the financial statement when Foundation has a present obligation resulting from past events and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation, and a reliable estimate of the amount can be made.

### **3.11 Foreign currency transactions**

Manusher Jonno Foundation (MJF) maintains its books of account in Bangladeshi Taka. Transactions in foreign currencies are accounted for in Bangladeshi Taka (Taka) at the rate of exchange ruling on the date of transactions.

### **3.12 Cash and cash equivalent**

Cash and cash equivalent for the purpose of the statement of receipts and payments comprise cash and bank balance. Cash and bank balance includes donation received thorough donor grants which are available for use by the organization without any restrictions.

### **3.13 Reporting period**

The financial statements of MJF cover one calendar year from 1 January to 31 December, which is followed consistently.

### **3.14 General**

- i) All the figures are presented at actual value rounded off to the nearest Taka, and represent figures of the current period 2009.
- ii) Previous year's figures have been rearranged, wherever necessary, to conform to current year's presentation.

268,900,000	335,000
<u>268,900,107</u>	<u>299,217,241</u>

6 Payable to Donor- Bank interest  
 Opening balance  
 Add: Interest received from own account during the year  
 Add: Interest received from PNGOs during the year

3,425,828	-
3,515,939	1,589,570
2,870,902	1,836,258
<u>9,812,669</u>	<u>3,425,828</u>

7 Accrued Expenses

Newspaper Bill		
Telephone Maintenance	3,850	2,870
IT Support Services	2,080	2,080
Security Services Bill	-	16,374
Internet service bill	40,000	36,000
Fuel for Vehicles	34,500	34,500
CNG for Vehicles	-	56,022
WASA Bill	4,654	1,908
Mineral Water	46,253	23,783
Audit Fee	7,540	2,726
Courier service Bill	534,400	341,000
Electricity bill	16,437	10,174
Telephone bill	26,584	-
	9,868	-
	<u>726,166</u>	<u>527,437</u>

8 General Fund

Opening Balance	-	-
Add: Surplus during the year	272,761	-
	<u>272,761</u>	<u>-</u>

9 Fixed Assets Fund

Opening Balance		
Add: Transferred from Donors' grants in Advance	15,586,911	9,355,437
	3,510,333	6,367,868
	<u>19,097,244</u>	<u>15,723,305</u>
Less: Transferred to Income and Expenditure Account	5,481,057	136,394
	<u>13,616,187</u>	<u>15,586,911</u>



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	2009 <u>Taka</u>	2008 <u>Taka</u>
<b>4 Cash and Bank balance</b>		
Cash in hand	10,000	10,000
Cash at Bank with Standard Chartered Bank		
-Savings A/C No.01 2885913 01	84,148,005	33,897,691
- Current A/C No.02 2885913 01	1,587,710	-
	85,735,715	33,897,691
	85,745,715	33,907,691
<b>5 Advances and Prepayments</b>		
PNGOs	257,866,260	293,219,874
Vendors	4,354,210	4,525,074
Consultants	2,169,015	1,003,428
Employees	190,622	133,865
Prepaid Office Rent	4,320,000	335,000
	268,900,107	299,217,241
<b>6 Payable to Donor- Bank interest</b>		
Opening balance	3,425,828	-
Add: Interest received from own account during the year	3,515,939	1,589,570
Add: Interest received from PNGOs during the year	2,870,902	1,836,258
	9,812,669	3,425,828
<b>7 Accrued Expenses</b>		
Newspaper Bill	3,850	2,870
Telephone Maintenance	2,080	2,080
IT Support Services	-	16,374
Security Services Bill	40,000	36,000
Internet service bill	34,500	34,500
Fuel for Vehicles	-	56,022
CNG for Vehicles	4,654	1,908
WASA Bill	46,253	23,783
Mineral Water	7,540	2,726
Audit Fee	534,400	341,000
Courier service Bill	16,437	10,174
Electricity bill	26,584	-
Telephone bill	9,868	-
	726,166	527,437
<b>8 General Fund</b>		
Opening Balance	-	-
Add: Surplus during the year	272,761	-
	272,761	-
<b>9 Fixed Assets Fund</b>		
Opening Balance	15,586,911	9,355,437
Add: Transferred from Donors' grants in Advance	3,510,333	6,367,868
	19,097,244	15,723,305
Less: Transferred to Income and Expenditure Account	5,481,057	136,394
	13,616,187	15,586,911



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	2009 <u>Taka</u>	2008 <u>Taka</u>
<b>10 Gratuity Fund</b>		
Opening Balance	5,613,213	3,257,166
Add: Provision during the year	3,134,989	2,487,373
Bank interest	359,240	4,587
	9,107,442	5,749,126
Less: Final payment to employees	371,985	134,215
Bank charge and tax	1,345	1,698
	373,330	135,913
Closing Balance	8,734,112	5,613,213
<b>11 Donor grants in advance - Foreign</b>		
Opening Balance	329,134,741	-
Add: Fund Received during the year (Note # 11.1)	876,585,825	774,908,086
	1,205,720,566	774,908,086
Less: Transferred to Income and Expenditure Account less depreciation	860,254,331	439,513,852
Less: Transferred to Fixed Assets Fund	3,510,333	6,367,868
	863,764,664	445,881,720
Unclaimed Liabilities to Care-Written back	-	108,375
	341,955,902	329,134,741

### 11.1 Fund Received during the year

During the year MJF received foreign donor grants from DFID and Norwegin Embassy through banking channel into current account no 01288591301 maintained with Standard Chartered Bank, 67 Gulshan Avenue, Gulshan, Dhaka-1212.

	<u>Date of receipts</u>	
From DFID	11.02.2009	262,568,934
	31.03.2009	163,376,776
	17.08.2009	180,588,299
	21.10.2009	162,164,166
		768,698,175
From Norwegian Embassy	21.04.2009	51,388,889
	03.09.2009	56,498,761
		107,887,650
		876,585,825

<b>12 Other income</b>		
ALOK - MJF Training Centre	357,994	-
Event management ( Norwegian Embassy)	173,584	-
	531,578	-



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	2009 <u>Taka</u>	2008 <u>Taka</u>
<b>13 Personnel Cost</b>		
Basic Salary	24,879,531	22,198,593
House Rent	12,349,393	11,017,823
Overtime	447,616	265,778
Transportation Allowance	1,867,796	1,659,776
Employee Gratuity	3,134,989	2,637,516
Hospitalization/ Maternity Benefit	335,710	43,083
Medical Allowance	1,031,421	683,094
Leave Encashment	60,586	73,116
Employers' Contribution to PF	2,378,650	2,126,134
Recruitment Cost	77,656	52,620
Staff Uniforms & Others	30,339	16,120
Festival Bonus	3,202,584	2,798,254
Casual/ Temporary Staff Individual	200,600	147,820
Casual/ Temporary Staff Agency	775,937	605,330
Compensation	11,095	-
Telephone Allowance	48,000	25,000
Performance Bonus	277,029	-
	<u>51,108,932</u>	<u>44,350,057</u>
<b>14 Programme Monitoring Cost</b>		
Travel In country	925,588	829,613
Perdiem	927,555	788,759
Lodging	877,083	940,556
Vehicle Rent	970,690	1,080,130
	<u>3,700,916</u>	<u>3,639,058</u>
<b>15 Programme Operating Cost</b>		
Office rent	3,573,500	1,200,000
Utilities	645,317	711,549
Telephone, Mobile & Fax	280,138	367,166
Postage & Courier	129,771	132,105
Office Stationery	638,135	356,578
Office Supplies	665,614	316,034
Fuel for Vehicle	1,510,597	1,494,497
Office Maintenance	820,686	341,535
Repair & maintenance of Information Technology	107,302	-
Books & Periodicals	44,261	58,300
Local Conveyance	30,054	63,381
Internet & Website, Cable TV	462,102	463,067
Printing	324,608	359,100
Vehicle Maintenance	541,640	376,288
Office Equipments Maintenance	295,892	274,014
Furniture Maintenance	31,951	4,870
Kitchen Supply	3,010	-
Building repairing & renovation	432,366	59,045
Office Relocation	872,509	-
Insurance for property	135,246	182,227
Computer Software	-	201,675
Refreshment	78,335	35,106
Mileage/ Tolls/ Other Transportation	79,394	71,854
Legal Fees	23,445	98,199
Other Costs	1,500	8,369
Bank Services Charge	14,123	17,879
	<u>11,741,496</u>	<u>7,192,838</u>



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	2009 <u>Taka</u>	2008 <u>Taka</u>
<b>16 Training, Workshop &amp; Seminar</b>		
Training, WS Materials	30,294	40,804
Meeting Cost	-	51,541
Meeting with Counterpart	111,979	127,231
Employee Training - In country	361,871	17,000
Employee Training - Overseas	1,546,532	515,475
Workshop/ Seminars/ Conference - In country-Rights	3,166,833	2,120,595
Workshop/ Seminars/ Conference - Overseas - Org	1,763,365	851,588
Workshop/ Seminars/ Conference - In country-Gov	828,514	-
Workshop/ Seminars/ Conference - In country-Org	943,694	22,409
Workshop/ Seminars/ Conference - Overseas-Rights	12,691	-
Workshop/ Seminars/ Conference - Overseas-Gov	98,734	-
	<b>8,864,507</b>	<b>3,746,643</b>
<b>17 Advocacy, Publication &amp; Campaign</b>		
Publicity & Communication	10,055,070	2,676,169
Documentation & Publication	742,954	453,302
	<b>10,798,024</b>	<b>3,129,471</b>
<b>18 Audit Fees</b>		
Audit Fees - PNGOs	2,692,063	1,414,050
Audit Fees (Internal & External Audit)	673,275	641,082
	<b>3,365,338</b>	<b>2,055,132</b>
<b>19 Other expenditure</b>		
Capacity building units - ALOK	114,164	-
Norwegian Embassy	144,653	-
	<b>258,817</b>	<b>-</b>
<b>19.1 Expenditure for ALOK</b>		
Action Aid-Food Bill	83,492	-
CBSG training-Food Bill-	30,672	-
	<b>114,164</b>	<b>-</b>

*Hlaui*  
Director  
Finance & Administration

*Shakreen Kureem*  
Executive Director

*[Signature]*  
Chairperson  
Governing Board



Manusher Jonno Foundation  
Schedule of Fixed Assets  
As on 31 December 2009

Particulars	Cost				Depreciation				Written Down Value	
	Balance as on 1 January 2009	Addition During the Year	Adjustment/ Disposal During the Year	Balance as on 31 Dec 2009	Rate (%)	Balance as on 1 January 2009	Charged During the Year	Adjustment During the Year		Balance as on 31 Dec 2009
Furniture Fixture	1,475,678	863,086	50,030	2,288,734	15	538,624	343,310	50,030	831,904	1,456,830
Office Equipment	2,053,571	1,837,984	77,963	3,813,592	15	928,005	572,039	77,963	1,422,080	2,391,512
Computer Equipment	4,993,004	710,628	302,833	5,400,799	25	2,665,959	1,350,200	302,833	3,713,326	1,687,473
Vehicles	15,963,755	-	-	15,963,755	20	4,782,710	3,192,751	-	7,975,461	7,988,294
Electrical & other equipments	18,000	98,635	2,849	113,786	20	1,800	22,757	2,849	21,708	92,078
<b>For the Year ended 31 December 2009</b>	<b>24,504,008</b>	<b>3,510,333</b>	<b>433,675</b>	<b>27,580,666</b>		<b>8,917,098</b>	<b>5,481,057</b>	<b>433,675</b>	<b>13,964,479</b>	<b>13,616,187</b>
<b>For the Year ended 31 December 2008</b>	<b>18,136,140</b>	<b>6,367,868</b>	<b>-</b>	<b>24,504,008</b>		<b>-</b>	<b>3,941,987</b>	<b>-</b>	<b>8,917,098</b>	<b>15,586,911</b>

