

NILO M. BACLAYO

CERTIFIED PUBLIC ACCOUNTANT

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INDEPENDENT AUDITOR'S REPORT ON FACTUAL FINDINGS

MICHELLE FRANCES UY

Executive Director

Women's Action Against Climate Change Association

Canibungan, Villahermosa, Polanco, Zamboanga del Norte

"We hereby certify, that we have audited the statement of accounts of the Women's Action Against Climate Change Association (WACCA) with initiatives implemented in January 1, 2021 to December 2021 on the basis of the terms of use made available to us (project agreements; financing plan; project proposal). To this end, we have inspected the books and vouchers and report that:

1. Procurement procedures are properly done and implemented. Canvass of items to be purchased are properly documented.
2. Accounting and Bookkeeping and Funds Management procedures are properly implemented.
3. a. Documentary proof of receipts and payments has been properly documented in the form of vouchers.
3. The payments and or disbursements for which evidence has been supplied are in keeping with the appointed purpose as set out in the Yearly Plan and Budget.
4. The terms set by the donor have been properly observed.

A. Activities of the Project

The following are the accomplishments of the Association;

- a. A total of 300 women received vegetable seed packets and organic fertilizer and were able to start their own home-gardens. Average number of square meters of the gardens are 300 square meters.
- b. A total of 23 trainings were conducted for the local associations. Most of the trainings were done in the areas where the target beneficiaries are residing. The training is on organization building, vegetable gardening and the growing of fruit and timber trees.
- c. A total of 813 beneficiaries affected by Super Typhoon Rai were provided with hygiene packs comprising soap, toothbrush and toothpaste.

B. Lists of Equipment

<u>Equipment</u>	<u>Remarks</u>
Desktop	Good working condition
Motorcycle	Operational, well maintained
Laptop	Operational, well maintained

C. Comments on the Project Financial Aspects:

The following Statements of Cash Receipts and Disbursements marked as Exhibit-A and Schedule -I respectively are prepared and are the responsibility of management. My responsibility is to validate these statements as to the accuracy of record keeping and Cash Handling (Disbursements) and whether such transactions are in accordance with the procedures and guidelines as set-out in the Annual Budget of the Association.

Our validation and verification process did not indicate any deviation with standards and internal controls.

D. Final Note:

It is confirmed that no funds were available for the implementation of their activities other than the receipts detailed above. It is also confirmed that all expenditure was necessary, that funds were utilised efficiently and economically and that the information given conforms with the books and vouchers.

NILO M. BACLAYO
 CPA Cert. No. 47330
 PTR No.: 4054886
 January 29, 2022
 Cagayan de Oro City

May 30, 2022

Women's Action Against Climate Change Association
Financial Report
January 1, 2021 to December 30, 2021

Schedule 1: Field Operations

	ITEMS	Amount
1.1	Vegetable seeds and organic fertilizer	230,000.00
1.2	Hygiene kits	75,000.00
1.3	Fruit and timber tree seedlings	200,000.00
	Total	505,000.00

Schedule 2: Trainings and capacity building

	ITEMS	
2.1	Conduct of various trainings	210,000.00
	Total	210,000.00

Schedule 6: Administration

	ITEMS	
6.1	Office supplies	28,000.00
6.2	Communication expense	16,000.00
6.3	Fuel and Oil	78,000.00
	Total	122,000.00

Schedule 7: Salaries

	ITEMS	
7.1	Executive Director	100,000.00
7.2	Community Facilitator	60,000.00
	Total	160,000.00

Overall Total: 997,000

May 30, 2022

Management Letter

Michelle Frances Uy
Executive Director
Women's Action Against Climate Change Association

Further to our audit of the statements of accounts of the Women's Action Against Climate Change Association for the period January 1, 2021 to December 30, 2021, we are pleased to furnish you with our management letter for your attention.

We conducted our audit in accordance with Philippine Standards of Auditing. Those standards require that we comply with ethical requirement and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessments, whether due to fraud or error.

Our examination of the statements of accounts was performed on a sample basis and should not be relied upon to identify all irregularities and internal control weaknesses that may exist. The Management must rely on a comprehensive system of internal controls within its organization as the principal safeguard against such irregularities.

Yours sincerely,



NILO M. BACLAYO
CPA Cert. No. 47330
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Observations and Recommendations

1. Constitution of petty cash.

As per recommendation last audit, there should be petty cash instituted in order to cover small day to day expenses. This has not been regularly followed resulting to slight delays in project implementation. A regular petty cash system must be put in place and the amount agreed upon by all. Proper liquidation also of the petty cash must be done.

2. Timely liquidation of training and field expenses.

We observed that some expenses related to training are not liquidated on time and some documentation such as list of attendees are lacking. There should be cut-off on liquidation of training expense. Also proper listing of attendees should be done.

Management Response to the Management Letter Related to the Audit of the Financial Statement of the Women's Action Against Climate Change Association

1. Constitution of petty cash.

Our observation: Agree. From henceforth, a Petty Cash of Pesos 5,000 will be regularly installed. However subject release will depend on the timely and proper liquidation of expenses.

2. Timely liquidation of training and field expenses.

Our observation: Agree. Staff reasons of late liquidation being busy in the field will not be tolerated.