

ENFANT JESUS SCHOOL

AUDIT REPORT

Financial year ended on June 30th 2009

REPORT OF THE INDEPENDANT AUDITOR

I have audited the origins and use of Enfant Jesus School Funds from august 1st 2008 to June 30th 2009.

The responsibility of this statement lies upon Enfant Jesus School Manager. My own responsibility is to express an opinion about the origin and use of the funds, based upon my audit.

The audit was performed according to international standards to express a reasonable level of certainty concerning the absence of important inaccuracies in the financial statements. The audit enclosed a random probing of documentary evidence as well as other elements among concerning the origins and use of the funds. It also included an assessment of the accounting rules and of the global layout of the origin and use of the funds.

In my opinion, the above mentioned elements reflect accurately, in every important aspects, the financial situation of Enfant Jesus School on June 30th 2009, according to the international standards of financial data presentation.

My audit was performed to express an opinion about the origin and use of the income of whole Enfant Jesus School. Every additional information provided was screened according to the checking processes applied to sources and use of income and are, in my opinion, accurate in every important meaning, compared to those financial statements as a whole.

Delmas July 17th 2009

Vignol CLERVILLE
CPAH

EXTEND OF THE AUDIT

Our mission was to examine the origin and use of income of Enfant Jesus School during the financial year closed on June 30th 2009. The checking was performed according to the international audit standards and enclosed random probing and every other procedures recommended by such standards.

We met no restriction from the Management of Enfant Jésus during our mission. We received every information and explanation requested to carry out our mission.

1. The bank accounts were analysed and their balance on June 30th 2009 were confirmed by the banks
2. Staff files were analysed
3. Salaries were matched with paying lists sent to the bank
4. Sampled Expenses were randomly probed and matched to documentary evidence, vouchers and account books.
5. Funds received from the donors were checked from mails and bank accounts of Enfant Jesus School.

Enfant Jésus School

Origin and use of Funds
Financial year ended June 30th 2009
(Amounts in US Dollars)

Income

Funds from international donors	38.626,56	
Individuals (Haiti or local)	171,66	
Pupils contributions	<u>3.416,86</u>	
		42.215,08

Expenses

Salaries	30.242,30	
Supplies and other expenses	10.700,70	
Bank service charges		<u>332,02</u>
		41.275,02
Balance of income and expense		940,06
Cash at the beginning of the year		0
Cash June 30th 2009		<u>940,03</u>

Enfant Jésus School
Results
Financial year ended June 30th 2009
(Amounts in US Dollars)

Income

Funds from donors and school fees	42.215,08
In kind donations	3.375,85
Total	<u>45.590,93</u>

Expenses

Salaries	30.242,30
School supplies	874,70
Office Supplies	815,06
Food	5.049,17
Administration, audit, maintenance, phone cost	5.049,17
Bank service charge	332,02
Fuel	<u>1.337,62</u>
Total	<u>44.650,87</u>
Income – expenses	<u>940,06</u>

Enfant Jésus School

Notices about the financial statements

(amounts in US Dollars)

Notice 01

Enfant Jesus School belongs to Fondation Enfant Jésus whose mission is to help the youth from Lamardelle area to get high quality school education.

Notice 02

Enfant Jesus School enters its income following a cashbook procedure

Notice 03

Funds collected from the donors

AEM	13.375,44
Help A Child	6.452,50
Soleil des Nations	9.205,00
Village of Vision for Haiti Foundation	8.000,00
Individuals (international or local)	1.765,28
Pupils contribution	3.416,86

Total **42.416,86**

Notice 04

In kind donations

Food received from :

PAM 3.375,85

Total in kind and money donations **45.375,93**

Notice 05

Enfant Jesus School has closed the year with a benefit of 940,06 USD

Port-au-Prince, July 17th 2009

Mrs Lucienne Duncan
President of the Board of Directors
Enfant Jesus School
In her offices

Madam,

Please find enclosed the result of the financial audit of Enfant Jesus School concerning the financial year ending on June 30th 2009. We would also like to underline some important aspects of our work.

The school has no assets of countable value apart from the building. Equipment and furniture are totally depreciated : consequently no balance sheet could be drawn up.

Taxes (IRI) are not deducted from school staff salaries.

These weak points are developed in the attached recommendations.

Vignol CLERVILLE
CPAH

WEAK POINTS

Internal Income of Enfant Jésus School

Our study of Enfant Jésus School incomes shows that School fees have been used to feed the children. However, we also note that Enfant Jesus School administration gives no monthly report of such incomes and expenses to the accountancy.

Risk

Subsequently, the accountancy has no monthly book of food expenses for the children, which delays the establishment of financial reports. The accountant must write the figures of a whole year at one time in order to update the report.

Recommandations

To address those risks, we suggest that Enfant Jesus School give a monthly report of its incomes and expenses to the accountancy.

We advise the School administration to prepare a sheet to write down the monthly incomes and expenses and to send a copy to the accountancy once a month.

Payroll

The study of the payroll of Enfant Jesus School showed the following outstanding fact :
The staff is not subjected to income tax (IRI)

Risks :

Subsequently : there is an obvious risk of litigation with the Income Tax General Department (DGI)

Recommandations :

We advise Enfant Jésus School to submit to September 29th 2005 decree about income tax.

Food products

Controls performed on food stock showed that no document came from the administration to the accountancy to assess the received goods and value them at real market cost.

1/ No sheet to record the received items

2/ No defect sheet is available to consign possible damaged items

Risks

1/ No follow-up of damaged items

2/ Accurate food stock doesn't appear in financial statements

3/ Enfant Jesus School income is underestimated

Recommandations

We advise the person in charge of the stock in Enfant Jesus School :

1/ to send a copy of the delivery slip or a receipt statement of the goods to the accountancy to allow the necessary accounting processing to take place.

2/ to edit a form (receipt voucher) to record the receipt of items