

**UNEP-SEA START RC PCA**  
**on the implementation of the 3rd Phase of**  
**IW:LEARN project**

**AUDITOR'S REPORT**  
**FINANCIAL STATEMENTS AND**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE PERIOD FROM**  
**1 NOVEMBER 2014 TO 30 APRIL 2015**

## **Independent Auditor's Report**

To the project manager and partners of UNEP-SEA START RC PCA on the implementation of the 3rd Phase of IW:LEARN project

I have audited the accompanying financial statements of UNEP-SEA START RC PCA on the implementation of the 3rd Phase of IW:LEARN project, which comprise the statement of financial position as at 30 April 2015 (date of project completion), and the related statements of incomes and expenditure for the period from 1 November 2014 to 30 April 2015 (date of project completion), and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Thai Financial Reporting Standards for Non-Publicly Accountable Entities, and for such internal 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.

### **Auditor's Responsibility**

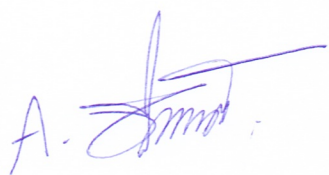
My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Thai Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of UNEP-SEA START RC PCA on the implementation of the 3rd Phase of IW:LEARN project as at 30 April 2015 (date of project completion), and the financial performance for the period from 1 November 2014 to 30 April 2015 (date of project completion), in accordance with Thai Financial Reporting Standards for Non-Publicly Accountable Entities.



Aree Chuencheewaphati

Certified Public Accountant (Thailand) 7118

B.G.Management Co.,Ltd.  
80/10 Rama4 Road, Bangrak  
Bangkok, Thailand.

May 12, 2015

**UNEP-SEA START RC PCA**  
**on the implementation of the 3rd Phase of IW:LEARN project**

**STATEMENT OF FINANCIAL POSITION**

**AS AT 30 APRIL 2015**

**(DATE OF PROJECT COMPLETION)**

		<b>BAHT</b>
	<b>Notes</b>	
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	<b>3</b>	-
Total Current Assets		-
<b>TOTAL ASSETS</b>		-
<b>LIABILITIES AND HEAD OFFICE 'S EQUITY</b>		
<b>CURRENT LIABILITIES</b>		
Accrued Expenses		-
Total Current Liabilities		-
<b>TOTAL LIABILITIES</b>		-
<b>HEAD OFFICE 'S EQUITY</b>		
Accumulated balance brought forward		809,153.04
Income Surplus / (Deficit) for this period		(809,153.04)
<b>TOTAL HEAD OFFICE 'S EQUITY</b>		-
<b>TOTAL LIABILITIES AND HEAD OFFICE 'S EQUITY</b>		-

Notes to the financial statements form an integral part of these statements

(STATEMENT OF FINANCIAL POSITION in US\$ Currency : Appendix A)

  
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 Mrs. Kristine Custodio Gudczinski

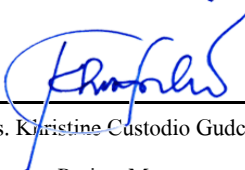
Project Manager

**UNEP-SEA START RC PCA**  
**on the implementation of the 3rd Phase of IW:LEARN project**  
**STATEMENTS OF INCOME AND EXPENDITURE**  
**FOR THE PERIOD FROM 1 NOVEMBER 2014**  
**TO 30 APRIL 2015 (DATE OF PROJECT COMPLETION)**

		<b>BAHT</b>
	<b>Notes</b>	
<b>INCOME</b>		
UNEP-SSFA Funding	<b>4</b>	1,147,030.50
<b>TOTAL INCOME</b>		<b>1,147,030.50</b>
<b>EXPENDITURE</b>		
Staff and other Personnel Costs		1,543,994.79
Travel		163,459.80
Contractual Services		26,063.75
Transfer and Grants to counterparts		65,120.00
Others		140,889.93
<b>TOTAL EXPENDITURE</b>	<b>5</b>	<b>1,939,528.27</b>
<b>INCOME SURPLUS / (DEFICIT) BEFORE ADJUSTMENT</b>		<b>(792,497.77)</b>
Bank interest income for this period		573.08
Gain (loss) on foreign exchange rate		(17,228.35)
<b>INCOME SURPLUS / (DEFICIT) AFTER ADJUSTMENT</b>		<b>(809,153.04)</b>

Notes to the financial statements form an integral part of these statements

(STATEMENTS OF INCOME AND EXPENDITURE in US\$ Currency : Appendix B)

  
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 Mrs. Kristine Custodio Gudczinski  
 Project Manager

**UNEP-SEA START RC PCA**  
**on the implementation of the 3rd Phase of IW:LEARN project**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 APRIL 2015**  
**(DATE OF PROJECT COMPLETION)**

US\$

	Notes	
<b>ASSETS</b>		
CURRENT ASSETS		
Cash and Cash Equivalents	3	-
Total Current Assets		-
<b>TOTAL ASSETS</b>		-
<b>LIABILITIES AND HEAD OFFICE 'S EQUITY</b>		
CURRENT LIABILITIES		
Accrued Expenses		-
Total Current Liabilities		-
<b>TOTAL LIABILITIES</b>		-
HEAD OFFICE 'S EQUITY		
Accumulated balance brought forward		24,881.71
Income Surplus / (Deficit) for this period		(24,881.71)
<b>TOTAL HEAD OFFICE 'S EQUITY</b>		-
<b>TOTAL LIABILITIES AND HEAD OFFICE 'S EQUITY</b>		-

(Please see Notes to the financial statements No. 2)




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Mrs. Kristine Custodio Gudczinski

Project Manager

**APPENDIX B****UNEP-SEA START RC PCA****on the implementation of the 3rd Phase of IW:LEARN project****STATEMENTS OF INCOME AND EXPENDITURE****FOR THE PERIOD FROM 1 NOVEMBER 2014****TO 30 APRIL 2015 (DATE OF PROJECT COMPLETION)**

US\$

	Notes	
<b>INCOME</b>		
UNEP-SSFA Funding	4	35,000.00
TOTAL INCOME		35,000.00
<b>EXPENDITURE</b>		
Staff and other Personnel Costs		47,374.55
Travel		5,000.00
Contractual Services		800.00
Transfer and Grants to counterparts		2,000.00
Others		4,309.85
TOTAL EXPENDITURE	5	59,484.40
<b>INCOME SURPLUS / (DEFICIT) BEFORE ADJUSTMENT</b>		<b>(24,484.40)</b>
Bank interest income for this period		17.39
Gain (loss) on foreign exchange rate		(414.70)
<b>INCOME SURPLUS / (DEFICIT) AFTER ADJUSTMENT</b>		<b>(24,881.71)</b>

(Please see Notes to the financial statements No. 2)




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 Mrs. Kristine Custodio Gudczinski

Project Manager



**UNEP-SEA START RC**  
**Project Cooperation Agreement (PCA)**  
**on the implementation of the 3rd Phase of IW:LEARN Project**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD FROM 1 NOVEMBER 2014**  
**TO 30 APRIL 2015 (DATE OF PROJECT COMPLETION)**

**1. PROJECT OPERATIONS**

**UNEP-SEA START RC SSFA on the implementation of the 3rd Phase of IW:LEARN Project**, duration is from 1 May 2011 to 30 April 2014 and **UNEP-SEA START RC PCA**, duration from 1 May 2014 to 31 October 2014, with extension until 30 April 2015.

Project objectives for this small-scale funding contribute to the continuation to the deliverables set out in the IW:LEARN project for Component 4 (i.e. Information Management and Communications Platform to support GEF IW Projects Learning and Dialogue).

The project management office is located at the Southeast Asia START Regional Centre of Chulalongkorn University: 5<sup>th</sup> Floor, Chulawich 1 Building, Chulalongkorn University, Henri Dunant Road, Bangkok 10330, Thailand.

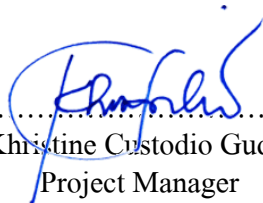
**2. BASIS FOR PREPARATION OF FINANCIAL STATEMENTS**

The **UNEP-SEA START RC PCA** maintains its accounting records in Thai Baht and prepares its statutory financial statements in conformity with accounting standards and practices generally accepted in Thailand.

The significant accounting policies are summarized as follows:

**2.1 Thai Baht Financial Statement Preparation.**

- 2.1.1 Outstanding Assets and Liabilities denominated in US Dollar are converted to Thai Baht using the “Weighted-average interbank Exchange Rate” announced by the Bank of Thailand as of 30 April 2015 (USD 1 = THB 32.87).
- 2.1.2 Income and Expenditure denominated in US Dollar are converted to Thai Baht using the foreign exchange rates at the transaction dates.

  
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Mrs. Christine Custodio Gudczinski  
Project Manager



## **2.2 Financial Conversion**

- 2.2.1 Assets and liabilities presented in Thai Baht Financial Statement are converted and presented in US Dollar Financial Statement using the “Weighted-average interbank Exchange Rate” announced by the Bank of Thailand as of 30 April 2015 (USD 1 = THB 32.87). Foreign exchange differences arising from the conversion are recognized in the statement of income and expenditure.
- 2.2.2 Income presented in Thai Baht Financial Statement are converted and presented in US Dollar Financial Statement using the foreign exchange rates at the date the fund was received.
- 2.2.3 Expenditure presented in Thai Baht Financial Statement are converted and presented in US Dollar Financial Statement using the foreign exchange rates at the date the fund was received.

## **3. Cash and Cash Equivalents**

As of 30 April 2015, there is no Cash and Cash Equivalents.

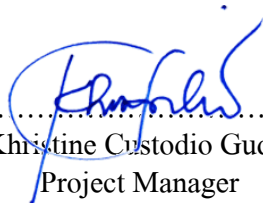
## **4. UNEP-PCA Funding**

For the six-month period, covering 1 November 2014 to 30 April 2015, UNEP shall provide SEA START RC with funds up to a maximum amount of USD 35,000. The resources provided by UNEP will only be used by SEA START RC in pursuit of the project objectives and for the activities to achieve the results in agreement. The funds, net of bank's commission and fee, amounting to USD 29,984.79 and USD 4,987.51 were deposited in Southeast Asia START Regional Centre (IW:LEARN) in December 2014 and April 2015 respectively.

## **5. Expenditure**

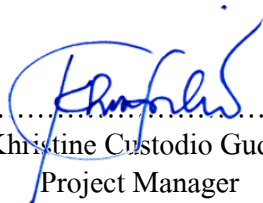
The expenses for this period comprise:

- Staff and other Personnel Costs (salary, social security by employer, service fees, bank charges and other items related to project personnel). Because some contractors are based overseas, the payments were transferred via the Siam Commercial Bank Public Company Limited. The employment contracts are as follows:
  - Mrs. Khristine Custodio Gudczinski, UNEP/IW:LEARN Project Manager for the GEF IW:LEARN project, amount of 3,500 USD per month (contract term from 1 November 2014 to 30 April 2015).
  - Mr. Jean Jordaan, IT Specialist for the UNEP/IW:LEARN project, amount of 2,880 USD per month (contract term from 1 November 2014 to 28 February 2015) and extension to April 30, 2015 with a monthly payment of 48,660 THB.

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Mrs. Khristine Custodio Gudczinski  
Project Manager

- Ms.Taya Santives, IW:LEARN Web Developer for the UNEP/IW:LEARN project, amount of 38,909 THB per month (contract term from 1 November 2014 to 28 February 2015) and extension to April 30, 2015 with a monthly payment of 29,926 THB.
  - Ms.Montakan Chimmuang, UNEP/IW:LEARN Communication/Administrative Officer for the GEF IW:LEARN project, amount of 34,000 THB per month (contract term from 1 November 2014 to 28 February 2015) and extension to April 30, 2015 with a monthly payment of 26,276 THB.
  - Ms.Viyada Karnjanajuta, an Administrative Assistant for the UNEP/IW:LEARN project, amount of 250 USD per month (contract term from 1 November 2014 to 30 April 2015).
- Cost of server hosting and other online services, cost of web development assistance to projects.
  - Meeting Expenditure for Mrs. Gudczinski to attend the Partners Meeting in Washington D.C., USA from 17 November 2014 to 19 November 2014.
  - Financial audit fee.

As of project closing period, the budget allocated for each budget line were fully utilized to meet the project's target activities and results as indicated in the PCA. Some personnel and online subscription expenses were deducted from the Travel and Contractual Services budget lines accordingly and as necessary.

  
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 Mrs. Christine Custodio Gudczinski  
 Project Manager