

## FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST DECEMBER, 2011



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER, 2011

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## GRENADA DEVELOPMENT BANK INDEPENDENT AUDITORS' REPORT

TO THE HONOURABLE MINISTER OF FINANCE

We have audited the accompanying financial statements of the Bank which comprise the statement of financial

whe have audited the accompanying financial statements of the Bank which comprise the statement of financial position at 31<sup>st</sup> December, 2011 and the related statements of comprehensive income, changes in Governments' equity and cash flows for the year then ended and a summary of significant accounting policies and other explanatory notes.

#### Responsibility for the Financial Statements

Those charged with governance are responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards. This responsibility includes: designing, implementing and maintaining internal controls 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.

#### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free of 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Opinion**

In our opinion, the accompanying consolidated financial statements present fairly in all material respects, the financial position of the Bank as of 31<sup>st</sup> December, 2011 and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards.

**GRENADA:** 

March 16<sup>th</sup>, 2012

Accountants & business advisers:





## STATEMENT OF FINANCIAL POSITION AT 31ST DECEMBER, 2011

ASSETS	Notes	2011	2010
Non-Current Assets Property, plant and equipment Available-for-sale financial assets Loans and receivable financial assets	4 5 5	4,218,098 25,002 918,540	4,283,263 1,713,500 874,800
		<u>5,161,640</u>	<u>6,871,563</u>
Loans receivable - Principal	6	26,532,760	27,458,748
TOTAL NON-CURRENT ASSETS		31,694,400	34,330,311
Current Assets Loans receivable – Interest Other assets Cash and cash equivalents  TOTAL ASSETS	6 7 8	223,539 71,612 999,465 1,294,616 \$32,989,016	162,287 267,552 2,016,388 2,446,227 \$36,776,538
EQUITY AND LIABILITIES		Ψ <u>32,707,010</u>	Ψ <u>30,770,330</u>
Government's Equity Capital grants Capital contribution Reserve fund Revaluation reserve Accumulated deficit	9 10 11 12	1,040,000 30,415,426 466,209 2,309,097 (19,856,111) 14,374,621	1,040,000 30,315,426 466,209 2,309,097 ( <u>18,469,148</u> ) 15,661,584
Non-Current Liabilities Long-term borrowings Deferred exchange loss	14 13	15,281,957 ( <u>101,532</u> ) <u>15,180,425</u>	17,628,980 ( <u>160,205</u> ) 17,468,775
Current Liabilities Other liabilities Short-term borrowings Amount due to projects	16 14 17	191,204 2,684,281 558,485 3,433,970	214,905 2,664,050 767,224 3,646,179
TOTAL LIABILITIES		18,614,395	21,114,954
TOTAL EQUITY AND LIABILITIES		\$ <u>32,989,016</u>	\$ <u>36,776,538</u>

The notes on pages 7 to 34 form an integral part of these financial statements

: Director : Director



## STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31ST DECEMBER, 2011

	Notes	2011	2010
INTEREST INCOME			
Interest on loans Interest on investments	20	2,229,756 <u>78,331</u>	2,376,396 26,743
		2,308,087	2,403,139
Interest expense	21	(705,564)	(860,345)
Net interest income Other income	22	1,605,523 699,545	1,542,794 351,042
		2,302,068	<u>1,893,836</u>
EXPENDITURE			
Directors fees and expenses General expenses Pension and gratuities Depreciation Bad debts		(48,761) (1,478,023) (28,491) (110,743) (145,750) (1,811,768)	(47,619) (1,348,206) (25,063) (138,781) (173,314) (1,732,983)
Operating surplus for the year before im	pairment loss	490,300	160,853
Less: Impairment loss	23	1,877,263	896,282
Net loss for the year		\$( <u>1,386,963</u> )	\$( <u>735,429</u> )

The notes on pages 7 to 34 form an integral part of these financial statements



## STATEMENT OF CHANGES IN GOVERNMENT'S EQUITY FOR THE YEAR ENDED 31ST DECEMBER, 2011

	Reserve Fund	Capital Grant	Revaluation Reserve	Capital Contribution	Accumulated Deficit	Total
Balance at 1 <sup>st</sup> January, 2010 Net movements in capital contribution Net loss for the year	466,209	1,040,000	2,309,097	30,215,426 100,000	(17,733,719) - ( <u>735,429</u> )	16,297,013 100,000 ( <u>735,429</u> )
Balance at 31 <sup>st</sup> December, 2010 Net movement in capital contribution Net loss for the year	466,209	1,040,000	2,309,097	30,315,426 100,000	(18,469,148) - ( <u>1,387,963</u> )	15,661,584 100,000 ( <u>1,386,963</u> )
Balance at 31 <sup>st</sup> December, 2011	\$ <u>466,209</u>	\$ <u>1,040,000</u>	\$ <u>2,309,097</u>	\$ <u>30,415,426</u>	\$( <u>19,856,111</u> )	\$ <u>14,374,621</u>



## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31ST DECEMBER, 2011

OPERATING ACTIVITIES  Note	2011	2010
Net loss for the year Adjustment for:	(1,386,963)	(735,429)
Depreciation	<u>110,743</u>	138,781
Change in non-cash items Decrease in loans receivable Decrease in accounts receivable and prepayments Decrease in deferred loss on exchange Decrease in accounts payable and accruals (Decrease)/increase in amounts due to project	(1,276,220) 864,736 195,940 58,673 (23,701) ( <u>208,740</u> )	(596,648) 1,532,064 868,052 137,947 (25,942) 28,799
Net cash (used in)/provided by operating activities	(389,312)	<u>1,944,272</u>
INVESTING ACTIVITIES		
Decrease in available-for-sale financial assets Increase in loans and receivable financial assets Purchase of property, plant and equipment	1,688,499 (43,740) ( <u>45,578</u> )	(874,800) ( <u>34,129</u> )
Net cash provided by/(used in) investing activities	<u>1,599,181</u>	( <u>908,929</u> )
FINANCING ACTIVITIES		
Increase in Government Capital Contribution Decrease in long-term borrowings	100,000 ( <u>2,326,792</u> )	100,000 ( <u>1,873,963</u> )
Net cash used in financing activities	(2,226,792)	(1,773,963)
Net decrease in cash and cash equivalents Cash and cash equivalents – at beginning of the year	(1,016,923) 2,016,388	(738,620) 2,755,008
- at end of the year 8	\$ <u>999,465</u>	\$ <u>2,016,388</u>

The notes on pages 7 to 34 form an integral part of these financial statements



#### NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

#### 1. CORPORATE INFORMATION

The Bank was established by the Grenada Agricultural and Industrial Development Act, 1976 for the purpose of granting loans and providing other forms of financial assistance for industrial and tourism development, housing, higher education, agricultural development and other development projects.

The corporate name Grenada Agricultural and Industrial Development Corporation was changed to the Grenada Development Bank by proclamation of People's Law No. 33 of 1980 which became effective on 18th July, 1980.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied at all the years presented, unless otherwise stated.

#### (a) Basis of Preparation

These financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS) and are expressed in Eastern Caribbean Currency Dollars. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of land and building.

The preparation of financial statements in conformity with IFRS's requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the bank's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in Note 3.

#### (b) New Accounting Standards, Amendments and Interpretations

- (i) There are no new standards, amendments or interpretations that are effective for the first time for the financial year beginning on or after 1st January, 2011 that would be expected to have a material impact on the Bank.
- (ii) New standards, amendments and interpretations issued but not effective for the financial year beginning 1<sup>st</sup> January, 2011 and not early adopted. These either do not apply to the activities of the Bank or have no material impact on its financial statements.
  - IAS 1 Presentation of items of other comprehensive income Effective for annual periods beginning on or after 1<sup>st</sup> July, 2012.
  - IAS 12 Income taxes on deferred tax Effective for annual periods beginning on or after 1<sup>st</sup> January, 2012.
  - IAS 19 Employee benefits Effective for annual periods beginning on or after 1<sup>st</sup> January, 2013



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

## 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

## (b) New Accounting Standards, Amendments and Interpretations (continued)

IAS 27	Separate financial statements – Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IAS 28	Investments in associates and joint ventures – Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IFRS 1	First-time adoption for International Financial Reporting Standards – Severe hyperinflation and removal of fixed dates for first-time adopters – Effective for annual periods beginning on or after 1 <sup>st</sup> July, 2011.
IFRS 7	Financial instruments: Disclosures – Effective for annual periods beginning on or after 1 <sup>st</sup> July, 2011.
IFRS 9	Financial instruments – Classification and measurement – Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IFRS 10	Consolidated financial statements- Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IFRS 11	Joint arrangements- Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IFRS 12	Disclosure of interest in other entities- Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.
IFRS 13	Fair value measurement - Effective for annual periods beginning on or after 1 <sup>st</sup> January, 2013.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (b) Foreign Currency Transactions

Transactions in foreign currencies are converted at the rates ruling on the dates of the transactions. Liabilities outstanding at the statement of financial position date are trans lated to Eastern Caribbean Currency Dollars at the rate of exchange ruling at that date. Differences on exchange on current liabilities are reflected in the comprehensive income statement in arriving at net income for the year, while differences on long term loans are deferred until realised.

#### (d) Provision for Doubtful Loans (Classified debts)

Provision is made based on the specific identification of doubtful receivables. As loans become uncollectible, they are written off against the provision. The total provision at 31st December, 2011 amounted to \$1,764,300 (2010: \$1,993,114).

#### (e) Property, Plant and Equipment

Land and building are stated at 2008 valuation less subsequent depreciation on building. However, additions to building thereafter are stated at cost. Depreciation is provided on the straight-line basis at varying rates sufficient to write off the cost or valuation of the assets over the period of their estimated useful lives. No depreciation is charged on land. The rates used are as follows:

Building	2.5%
Furniture, fixtures and equipment	10% to 20%
Motor vehicles	25%
Computers	33 1/3%

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Bank and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the statement of comprehensive income during the financial period in which they are incurred.

Increases in the carrying amount arising on revaluation of land and buildings are credited to revaluation surplus in equity. Decreases that offset previous increases of the same assets are charged against the surplus directly in equity; all other decreases are charged to the statement of income.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at statement of financial position date.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (e) Property, Plant and Equipment (continued)

The cost of property, plant and equipment replaced, retired or otherwise disposed of and the accumulated depreciation thereon are eliminated from the accounts and the resulting gain or loss reflected in current operations.

#### (f) Cash and Cash Equivalents

For the purpose of the cash flow statement, cash and cash equivalents comprises cash on hand and at bank.

#### (g) Interest

Accrued interest on loans is recorded in the statement of financial position in the related asset category. No credit is taken for interest due but uncollected after three months.

#### (h) Financial Assets

The Bank classifies its financial assets into the following categories: loans and receivables and available-for-sale. Management determines the appropriate classification of its financial assets at the time of purchase and re-evaluates this designation at every reporting date.

#### Available-for-sale

Investments are classified as available-for-sale as they are intended to be held for an indefinite period of time. These investments may be sold in response to needs for liquidity or changes in interest rates, exchange rates or equity prices. These investments are stated at cost as fair market values are not available.

#### Loans and receivables

Loans and receivables are non-derivative financial instruments with fixed or determinable payments that are not quoted in active markets. They are included in financial investments and are classified as assets in the statement of financial position.

#### Fair value

Fair value amounts represent the approximate value at which financial instruments could be exchanged in current transactions between willing parties. However, the bank's financial instruments lack an available trading market and therefore it is not possible to determine independently the estimated fair values. The fair values of the financial instruments are therefore considered to approximate their book value.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (i) Borrowings

Borrowings are recognised at fair value net of transaction cost incurred. Borrowings are subsequently stated at amortized cost: any difference between the proceeds, net of transaction cost, and the redemption value is recognised in the statement of comprehensive income over the period of borrowings. Borrowings are classified as current liabilities unless the Bank has an unconditional right to defer settlement of the liability for at least twelve (12) months after the statement of financial position date.

#### (j) Financial Instruments

Financial instruments are contracts that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets and financial liabilities are recognised on the Bank's statement of financial position when the bank becomes a party to the contractual provision of the instrument.

#### Recognition and measurement

All regular way purchases and sales of financial assets are recognised or derecognised on the trade date that is the date on which the Bank commits itself to purchase or sell an asset. A regular way purchase and sale of financial assets is a purchase or sale of an asset under a contract whose terms require delivery of the asset within the time frame established generally by regulation or convention in the market place concerned.

When financial assets are recognised initially, they are measured at fair value of the consideration given plus transaction costs directly attributable to the acquisition of the asset. Financial assets are derecognised when the contractual rights to receive the cash flows expire or where the risks and rewards of ownership of the assets have been transferred.

#### Impairment of financial assets

The Bank assesses at each statement of financial position date whether there is objective evidence that a financial asset or group of financial assets is impaired.

A financial asset or group of financial assets is impaired and impairment losses are incurred if and only if, there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a "loss event") and that event (or events) has an impact on the estimated future cash flows of the financial asset or group or financial assets that can be reliably estimated.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (j) Financial Instruments (continued)

Objective evidence that a financial asset or group of financial assets is impaired includes observable data that comes to the attention of the Bank about the following loss events:

- (i) Significant financial difficulty of the issuer or obligor.
- (ii) A breach of contract, such as default or delinquency in interest or principal payments.
- (iii) It is becoming probable that the borrower will enter in bankruptcy or other financial organization.
- (iv) The disappearance of an active market for that financial asset because of financial difficulties.
- (v) Observable data indicating that there is a measurable decrease in the estimated cash flows from a group of financial assets since the initial recognition of those assets, although the decrease cannot yet be identified with individual financial assets in the group, including adverse changes in the payment status of borrowers in the Bank or national or economic conditions that correlate with defaults on assets in the Bank.

The Bank first assesses whether objective evidence of impairment exists individually for financial assets that are individually significant. If the Bank determines that no objective evidence of impairment exists for an individually assessed financial asset, it includes the asset in a group of financial assets with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognised are not included in a collective assessment of impairment.

Impairment losses are recorded in an allowance account and are measured and reognised as follows:

(i) Financial assets measured at amortised cost

The difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial asset's original effective interest rate is recognised in the statement of comprehensive income.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised (such as improvement in the debtor's credit rating), the previously recognised loss is reversed to the extent that the carrying amount of the financial asset does not exceed what the amortised cost would have been had the impairment not been recognised at the date that the impairment is reversed. The amount of the reversal is recognised in the statement of comprehensive income.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### (j) Financial Instruments (continued)

#### (ii) Financial assets measured at cost

The difference between the asset's carrying amount and the present value of the estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the current market's rate of return for similar financial assets is recognised in the statement of comprehensive income. These losses are not reversed.

#### Financial liabilities

When financial liabilities are recognised initially, they are measured at fair value of the consideration given plus transaction costs directly attributable to the acquisition of the liability. Financial liabilities are re-measured at amortised cost using the effective interest method.

Financial liabilities are derecognised when they are extinguished that is when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability extinguished and the consideration paid is recognised in the statement of comprehensive income.

#### 3. CRITICAL ACCOUNTING ESTIMATES AND JUDGMENTS

The development of estimates and the exercise of judgement in applying accounting policies may have a material impact on the Bank's reported assets, liabilities, revenues and expenses. The items which may have the most effect on these financial statements, are set out below.

#### Valuation of property

The Bank utilises professional valuators to determine the fair value of its properties. Valuations are determined through the application of a variety of different valuation methods which are all sensitive to the underlying assumptions chosen.

## Property, plant and equipment

Management exercises judgment in determining whether future economic benefits can be derived from expenditures to be capitalized and in estimating the useful lives and residual values of these assets

#### Impairment of loans receivable

Provision is made for doubtful debts based on specific identification of doubtful balances. As debts become uncollectible they are written off against the provision.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

## 4. PROPERTY, PLANT AND EQUIPMENT

Balance at 1 <sup>st</sup> January, 2010	Land	Building	Furniture, Fixtures and Equipment	Computers	Motor Vehicles	Total
Cost	-	224,653	401,165	1,161,045	75,000	1,861,863
Valuation Accumulated depreciation	900,000	3,360,000 ( <u>173,616</u> )	( <u>383,207</u> )	( <u>1,102,125</u> )	( <u>75,000</u> )	4,260,000 ( <u>1,733,948</u> )
NET BOOK VALUE	900,000	3,411,037	<u>17,958</u>	58,920		4,387,915
For year ended 31 <sup>st</sup> December, 2010						
Opening book value Cost	-	219,037	17,958	58,920	-	295,915
Valuation	900,000	3,192,000			<del>_</del>	4,092,000
	900,000	<u>3,411,037</u>	<u>17,958</u>	<u>58,920</u>	<del>_</del>	<u>4,387,915</u>
Additions for the year - Cost Depreciation charge for year	<del>_</del>	21,488	<u>6,901</u>	<u>5,740</u>		<u>34,129</u>
-Cost	-	(6,154)	(6,291)	(42,336)	-	(54,781)
-Valuation		( <u>84,000</u> )	<del>_</del>	<del>-</del>	<del>-</del>	( <u>84,000</u> )
		(90,154)	( <u>6,291</u> )	( <u>42,336</u> )		( <u>138,781</u> )
NET BOOK VALUE	\$ <u>900,000</u>	\$ <u>3,342,371</u>	\$ <u>18,568</u>	\$ <u>22,324</u>	\$ <u> </u>	\$ <u>4,283,263</u>
Balance at 1st January, 2010						
Cost Valuation	900,000	246,141 3,360,000	408,066	1,116,785	75,000	1,895,992 4,260,000
Accumulated depreciation		$(\underline{263,770})$	(389,498)	( <u>1,144,461</u> )	( <u>75,000</u> )	( <u>1,872,729</u> )
NET BOOK VALUE	\$ <u>900,000</u>	\$ <u>3,342,371</u>	\$ <u>18,568</u>	\$ <u>22,324</u>	\$ <u> </u>	\$ <u>4,283,263</u>



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

## 4. PROPERTY, PLANT AND EQUIPMENT (continued)

	Land	Building	Furniture, Fixtures and Equipment	Computers	Motor Vehicles	Total
<b>Balance at 31<sup>st</sup> December, 2011</b> Cost Valuation	900,000	234,371 3,108,000	18,568	22,324		275,263 4,008,000
	900,000	3,342,371	<u>18,568</u>	58,920		4,283,263
Additions for the year - Cost	-	-	3,529	42,049	-	45,578
Depreciation charge for year -Cost -Valuation		(6,154) ( <u>84,000</u> )	(4,886) 	(15,703)	<u>-</u>	(26,743) ( <u>84,000</u> )
		( <u>90,154</u> )	( <u>4,886</u> )	( <u>15,703</u> )		( <u>110,743</u> )
NET BOOK VALUE	\$ <u>900,000</u>	\$ <u>3,252,217</u>	\$ <u>17,211</u>	\$ <u>48,670</u>	\$ <u> </u>	\$ <u>4,218,098</u>
Balance at 31 <sup>st</sup> December, 2011 Cost Valuation Accumulated depreciation	900,000	246,141 3,360,000 ( <u>353,924</u> )	411,595 ( <u>394,384</u> )	1,208,834 ( <u>1,160,164</u> )	75,000 ( <u>75,000</u> )	1,941,570 4,260,000 ( <u>1,983,472</u> )
NET BOOK VALUE	\$ <u>900,000</u>	\$ <u>3,252,217</u>	\$ <u>17,211</u>	\$ <u>48,670</u>	\$ <u> </u>	\$ <u>4,218,098</u>





## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 5. FINANCIAL ASSETS

AVAILABLE-FOR-SALE	2011	2010
Liberty Club Limited 1,688,499 ordinary shares of \$1.00 each - cost	1,688,499	1,688,499
Eastern Caribbean Securities Exchange 2,500 class c shares at \$10.00 each - cost	25,000	25,000
Financial Data Systems Limited 60,000 shares of common stock at \$1.00 each - cost	60,000	60,000
Less: Provision for diminution in value of shares	1,773,499 1,748,497	1,773,499 59,999
	\$ <u>25,002</u>	\$ <u>1,713,500</u>
LOANS AND RECEIVABLES		
RBTT Bank Grenada Limited – fixed deposits	\$ <u>918,540</u>	\$ <u>874,800</u>

#### 6. LOANS RECEIVABLE - INTEREST

Loans receivable – principal	28,297,060	29,451,862
Less: Provision for doubtful debts	1,764,300	1,993,114
	\$ <u>26,532,760</u>	\$ <u>27,458,748</u>
Accrued interest (3 months)	\$ <u>223,539</u>	\$ <u>162,287</u>

# PKF

## GRENADA DEVELOPMENT BANK

## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 6. LOANS RECEIVABLE (continued)

7.

Movements in provision for loan losses are as follows:

	2011	2010
Balance at the beginning of the year Bad debts recovered Increase in provision	1,993,114 (373,926) 	1,933,324 (113,345) 
Balance at end of the year	\$ <u>1,764,300</u>	\$ <u>1,993,114</u>
Allowance for impairment losses by sector		
Agriculture Agro processing Education Fishing Housing Industry Micro sector Tourism	284,836 376,584 315,546 147,267 44,954 228,543 88,983 277,587 \$1,764,300	316,436 383,364 241,486 177,011 52,751 447,624 91,867 282,575 \$1,993,114
OTHER ASSETS		
Matured investment – CLICO investments Interest receivable Accounts receivable Prepayments  Less: Impairment provision	810,000 109,214 188,765 48,680 1,156,659 1,085,047 \$71,612	810,000 105,988 188,765 59,081 1,163,834 896,282 \$267,552



2010

#### GRENADA DEVELOPMENT BANK

## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 8. CASH AND CASH EQUIVALENTS

	2011	2010
Cash on hand Cash at bank	1,200 <u>998,265</u>	1,200 2,015,188
	\$ <u>999,465</u>	\$ <u>2,016,388</u>

2011

#### 9. GOVERNMENT CAPITAL GRANTS

#### (a) \$40,000

This amount represents Government's counterpart contribution under the terms of the Small Industry Credit Loan Agreement dated 30th September, 1974 with the Caribbean Development Bank.

#### (b) \$<u>1,000,000</u>

This amount represents Government's counterpart contribution under the terms of the "Second Consolidated Line of Credit - AIC/MF/SLS Loan Agreement dated 2nd September, 1988 with the Caribbean Development Bank.

#### 10. GOVERNMENT CAPITAL CONTRIBUTION

During the year \$100,000 was received from the Government of Grenada.

#### 11. RESERVE FUND

Pursuant to the Grenada Development Bank Act, the Bank is required to transfer a minimum of 25% of its net surplus to a reserve fund to meet contingencies and for such other purposes as the Bank deems fit.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 12. REVALUATION RESERVE

**2011** 2010 \$2,309,097 \$2,309,097

Revaluation surplus

In August 2008, the Bank's property was re-valued by Joseph John and Associates Limited. The excess of the revaluation over the carrying value totalled \$296,300.

#### 13. DEFERRED EXCHANGE LOSS

Loss arising on the translation of the European Investment Bank loan.

The loan due to the European Investment Bank and repayable in Euros has been translated at the rate of exchange ruling at the end of the financial year. The translation of the amount repayable resulted in a difference of \$101,532 which is reflected in the statement of financial position as a deferred loss in foreign exchange. This amount would be written off to revenue on repayment of the loan.

#### 14. **BORROWINGS**

<ul><li>(a) Caribbean Development Bank (note 15)</li><li>(b) National Insurance Board</li><li>(c) European Investment Bank</li></ul>	12,179,390 3,996,817 <u>1,790,031</u>	14,022,571 4,421,755 1,848,704
Less: Short-term portion	17,966,238 2,684,281	20,293,030 
Long-term portion	\$ <u>15,281,957</u>	\$ <u>17,628,980</u>

These loans are secured by guarantees from the Government of Grenada except for National Insurance Board which is secured by a mortgage on the Bank's property at Melville Street.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 14. BORROWINGS (Continued)

- (b) There are two (2) National Insurance Board loans as follows:
  - (i) <u>Loan 4 Renovation loan</u>

The sum of \$1,000,000 was authorised and withdrawn. It is repayable over twenty-five (25) years by equal monthly instalments of \$7,067.79 inclusive of interest, beginning December 31st, 1999. Interest is charged at the rate of 7% per annum.

(ii) Loan 2

The sum of \$4,273,556.00 was authorised and \$4,232,506.69 withdrawn. It is repayable over ten (10) years at rates of interest of 6% for the first five (5) years and 8% for the next five (5) years. The monthly repayment is \$47,445.22 inclusive of interest. Repayment began in May 2009.

(c) The sum of 500,000 Ecu's was authorised and withdrawn on the EIB loan. The loan was used for purchasing shares in Liberty Club Limited. It is repayable in five (5) equal annual instalments originally from October 2007 to 2011. The commencement date for repayment of this loan has however been extended. The date at which repayment is to commence has not yet been established. The loan is interest free.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 15. CARIBBEAN DEVELOPMENT BANK - LOANS

			Foreign	2011	2010
			Currency	EC\$	EC\$
(a) 3/SFR-OR-GR	Second consolidated line of credit –				
	Agricultural and industrial credit/ student	US\$	409,179	1,108,222	1,662,333
(b) OCR-SFR-GR	Loan/mortgage/micro sector	US\$	1,523,970	4,127,520	4,922,314
(c) 11/SFR - GR	Sixth student loan (see note below)	US\$	2,563,745	6,943,648	7,437,924
				\$12,179,390	\$14,022,571

Note: This Loan is in the name of the Government of Grenada with the Bank as the executing Agency.



#### NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

## 15. CARIBBEAN DEVELOPMENT BANK LOANS (continued)

	Principal	Interes	st
(a)	80 consecutive quarterly instalments as of 31st December, 1993.	2% per annuquarterly, as December, 1	m payable of 31st 988.
(b)	SFR portion – 60 equal quarterly instalments. OCR portion – 44 equal quarterly instalments. Repayments commenced January 2005 for the SFR portion and July 2009 for the OCR portion	2.5%/3.66% Payable quar	per annum. terly as of
(c)	SFR portion – 40 equal quarterly instalments. OCR portion – 40 equal quarterly instalments. Repayments started December 2008. SF	2.5%/3.66% Payable quar	
ОТН	ER LIABILITIES		
		2011	2010
	rued interest ounts payable	101,701 89,503	133,960 80,945
		\$ <u>191,204</u>	\$ <u>214,905</u>
AMO	OUNT DUE TO PROJECTS		
Pou	ltry project	330,987	330,987

These funds are disbursed for on-lending to the respective micro-businesses.

#### 18. COMMITMENTS

Youth enterprise initiative

Agricultural diversification

16.

**17.** 

At the statement of financial position date un-disbursed loans committed amounted to \$1,436,612 (2010: \$618,874).

187,824

39,674

\$<u>558,485</u>

402,830

33,407

\$767,224

## PKF

#### GRENADA DEVELOPMENT BANK

## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 19. FINANCIAL RISK MANAGEMENT

The Bank's activities expose it to the following risks from the use of financial instruments:

- Credit risk
- Liquidity risk
- Currency risk
- Interest rate risk
- Operational risk

Risk is inherent to the Bank's activities but it is managed through a process of ongoing identification, measurement and monitoring, subject to risk limits and other controls. This process of risk management is critical to the Bank's continuing profitability and each individual within the Bank is accountable for risk exposures relating to their responsibilities.

#### Risk management structure

The Board of Directors is responsible for the overall risk management approach and for approving the risk strategies, principles, policies and procedures. Day to day adherence to risk principles is carried out by the management of the Bank in compliance with the policies approved by the Board of Directors.

The Bank's risk management policies are established to identify and analyse the risks faced by the Bank, to set appropriate risk limits and controls, and to monitor risks and adherence to limits. Risk management policies and systems are reviewed regularly to reflect changes in market conditions, products and services offered. The Bank through its training and management standards and procedures, aims to develop a disciplined and constructive control environment, in which all employees understand their roles and obligations.

The Board has established two (2) committees, the Audit Committee and the Internal Loan Committee, which are responsible for developing and monitoring the Bank's risk management policies in their specified areas. These committees report to the Board of Directors.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 19. FINANCIAL RISK MANAGEMENT (continued)

#### Audit Committee

The Audit Committee has oversight for the integrity of the financial statements and reviews the adequacy and effectiveness of internal controls and risk management procedures.

#### Internal Loan Committee

This committee reviews application for loans over \$50,000 and approves loans up to \$100,000. The Board of Directors approves loans over \$100,000 based on recommendation from the Internal Loan Committee. Loans under \$50,000 are approved by the Manager of the Bank.

#### Credit Risk

Credit risk is the risk of financial loss to the Bank if a borrower or counter party to a financial instrument fails to meet its contractual obligations in accordance with agreed terms. The objective of the Bank's credit risk management function is to maintain credit risk exposure within acceptable parameters as the effective management of credit risk is a key comprehensive approach to risk management and is considered essential to the long-term success of the Bank. The Bank's exposure to credit risk arises primarily from the Bank's loans receivable which are given for national developmental purposes in all areas of industrial development. The priority areas for industrial development are identified by the Government of Grenada each year.

Significant changes in the economy or in the state of a particular industry segment that represents a concentration in the Bank's portfolio could result in losses that are different from those provided at the statement of financial position date.

Concentration of credit risk exists if a number of customers are engaged in similar activities or are located in the same industry sector or have similar economic characteristics such that their ability to meet contractual obligations would be similarly affected by changes in economic, political or other conditions. Concentration of credit risk indicates the relative sensitivity of the bank's performance to developments affecting a particular industry or geographical location.

#### Management of credit risk

#### Loans

The management and oversight of credit risk of loans is executed by the management of the Bank, the Internal Loan Committee and the Board of Directors. There is a documented credit policy in place, which guides the bank's credit processes.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

#### Management of credit risk (continued)

#### Loans (continued)

The Bank structures the level of credit risk it undertakes by placing limits on the amount of risk accepted in relation to one borrower, or group of borrowers and to industry segments. Such risk is monitored on a revolving basis and is subject to an annual or more frequent review. The level of risk is set against economic factors and government priority areas.

Exposure to credit risk is managed through regular analysis of the ability of the borrower to meet interest and capital repayment obligations, obtaining collateral and corporate and personal guarantees, and by changing lending limits and adjusting interest rates within approved ranges where appropriate.

#### Other financial assets

With respect to credit risk arising from the other financial assets of the bank, which comprise accounts receivable and prepayments, cash and cash equivalents and investments, the Bank's exposure to credit risk arises from default of the counter-party with regards to cash and cash equivalents and investments. The Bank seeks to hold its funds with financial institutions which management regards as sound and the market for investments are monitored regularly to ensure that returns are realized.

#### Exposure to credit risk

The following table shows the maximum exposure to credit risk for the components of the statement of financial position, without taking account of any collateral held or other credit enhancements.

Available-for-sale financial assets
Loans and receivable financial assets
Loans receivable – Principal
Loans receivable - Interest
Accounts receivable and prepayments
Cash and cash equivalents

Maxin	num exposure
2011	2010
25,002 918,540 26,532,760 223,539 71,612 999,465	1,713,500 874,800 27,458,748 162,287 267,552 2,016,388
\$ <u>28,770,918</u>	\$32,493,275



# NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

Concentration of credit risk at 31<sup>st</sup> December, 2011

	Available-for-sale	Loans and Receivable	Loans Receivable	Loans Receivable	Accounts Receivable and	Cash and Cash	
	Financial assets	Financial Assets	Principal	Interest	Prepayments	Equivalents	Total
Education	-	-	11,916,343	181,079	-	-	12,097,420
Agriculture	-	-	1,365,774	3,763	-	-	1,369,537
Fishing	-	-	158,555	498	-	-	159,053
Tourism	-	-	4,337,959	4,089	-	-	4,342,048
Housing	-	-	3,466,646	14,716	-	-	3,481,362
Micro-processing	-	-	138,146	1,156	-	-	139,302
Agro-processing	-	-	18,266	-	-	-	18,266
Industry	-	-	4,868,751	16,483	-	-	4,885,234
Personal	-	-	262,320	1,757	-	-	264,077
Other	<u>25,002</u>	<u>918,540</u>			<u>71,612</u>	<u>999,465</u>	2,014,619
Balance at 31st December, 2011	\$ <u>25,002</u>	\$ <u>918,540</u>	\$ <u>26,532,760</u>	\$ <u>223,539</u>	\$ <u>71,612</u>	\$ <u>999,465</u>	\$ <u>28,770,918</u>



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

Concentration of credit risk at 31<sup>st</sup> December, 2010

	Available-for-sale	Loans and Receivable	Loans Receivable	Loans Receivable	Accounts Receivable as	Cash nd and Cash	
	Financial assets	Financial Assets	Principal	Interest	Prepayments	Equivalents	Total
Education	-	-	12,414,952	128,563	-	-	12,543,515
Agriculture	-	-	1,440,935	479	-	-	1,441,414
Fishing	-	-	124,170	-	-	-	124,170
Tourism	1,688,499	-	4,732,809	5,696	-	-	6,427,004
Housing	-	-	3,163,803	12,539	-	-	3,176,342
Micro- sector	-	-	61,636	279	-	-	61,915
Agro-processing	-	-	23,486	-	-	-	23,486
Industry	-	-	5,084,254	13,492	-	-	5,097,746
Personal	-	-	412,703	1,239	-	-	413,942
Other	25,001	<u>874,800</u>			<u>267,552</u>	2,016,388	3,183,741
Balance at 31 <sup>st</sup> December, 2010	\$ <u>1,713,500</u>	\$ <u>874,800</u>	\$ <u>27,458,748</u>	\$ <u>162,287</u>	\$ <u>267,552</u>	\$ <u>2,016,388</u>	\$ <u>32,493,275</u>

# PKF

#### GRENADA DEVELOPMENT BANK

## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

Analysis of loans past due but not impaired before provision for loan losses:

## Past due but not impaired

	Neither past due nor impaired \$	1-3 months	3-6 months	6-12 months	Over 12 months \$	- Total \$
2011	20,075,127	3,859,806	103,225	<u>118,436</u>	<u>4,140,466</u>	28,297,060
2010	24,998,302	1,903,372	<u>112,602</u>	1,283,228	<u>1,154,358</u>	<u>29,451,862</u>

## Individually impaired financial assets at 31<sup>st</sup> December, 2011:

	Carrying Value	Provision for Impairment	Net bo <b>2011</b>	ok value 2010
Loans	\$ <u>2,444,081</u>	\$ <u>1,764,300</u>	\$ <u>679,781</u>	\$ <u>624,131</u>
Available-for-sale financial assets	\$ <u>1,748,499</u>	\$ <u>1,748,497</u>	\$ <u>       2</u>	\$ <u> </u>
Matured financial assets	\$ <u>810,000</u>	\$ <u>810,000</u>	\$ <u>-</u>	\$ <u> </u>
Interest receivable	\$ <u>86,282</u>	\$ <u>86,282</u>	\$ <u> </u>	\$ <u> </u>
Other receivable	\$ <u>188,765</u>	\$ <u>188,765</u>	\$ <u> </u>	\$ <u> </u>

#### **Collateral**

The amount and type of collateral required depends on an assessment of the credit risk of the counterparty. The Bank has guidelines that set out the acceptability of different types of collateral and valuation parameters. The types of collateral held by the Bank are mortgage over properties, bill of sales over motor vehicles and other assets, liens over cash, bonds and shares, covenants over assets, and personal guarantees.

Estimates of fair values are based on value of collateral assessed at the time of borrowing and are generally not updated except when a loan is individually assessed as impaired.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

#### Collateral (continued)

Management monitors the market value of collateral, request additional collateral in accordance with the underlying agreement, and monitors the market value of collateral obtained during its review of the adequacy of the allowance for impairment losses.

It is the Bank's policy to dispose of repossessed properties of which the proceeds are used to repay outstanding balances on loans.

#### *Impairment*

Impaired financial assets are assets for which the Bank determines that it is probable that it will be unable to collect all principal and interest due according to the contractual terms. The main consideration for impairment assessment for loans receivable is known difficulties in the cash flows of the counterparty, or infringement of the original terms of the loan agreement.

Impairment allowances on individually assessed accounts are determined by an evaluation at the statement of financial position date on a case-by-case basis. The assessment normally encompasses collateral held and the anticipated receipts for the individual account.

#### Past due and not impaired

These are loans where the contractual interest or principal payments are past due but the Bank believes that impairment is not appropriate based on the quality and value of security available or the stage of collection of amounts owed to the Bank.

#### Write off policy

The Bank writes off a loan when it determines that the loan is uncollectible after considering information such as the occurrence of significant changes in the borrower's statement of financial position such that the borrower can no longer pay the obligation, and that proceeds from collateral will not be sufficient to recover the entire exposure.

#### Liquidity risk

Liquidity risk is the risk that the Bank will have difficulty in meeting its obligations from its financial liabilities.



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 19. FINANCIAL RISK MANAGEMENT (continued)

## Management of liquidity risk

The Bank's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Bank's reputation.

The Bank monitors its risks of a shortage of funds by considering the maturity of both its investments and the projected cash flow from operations to ensure that it is able to honour all its commitments when they fall due.

The aggregate value of the Bank's financial assets and liabilities by currency is as follows:

	EC\$	US\$	EURO	Total
Balance at 31st December, 2011				
Assets Available-for-sale financial assets Loans and receivable financial assets Loans receivable-principal Loans receivable-interest Accounts receivable and prepayments Cash and cash equivalents	25,002 918,540 26,532,760 223,539 71,612 987,590	- - - - - 11,875	- - - - -	25,002 918,540 26,532,760 223,539 71,6122 999,465
	28,759,043	<u>11,875</u>	<del>_</del>	28,770,918
Liabilities Long-term borrowings Accounts payable and accruals Short-term borrowings Amount due to projects	3,585,502 191,204 411,315 _558,485	9,906,424 2,272,966	1,790,031	15,281,957 191,204 2,684,281 558,485
	4,746,506	12,179,390	1,790,031	18,715,927
Net currency exposure	\$ <u>24,007,724</u>	\$( <u>12,167,515</u> )	\$( <u>1,790,031</u> )	\$ <u>10,050,178</u>

## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 19. FINANCIAL RISK MANAGEMENT (continued)

## Management of liquidity risk

	EC\$	US\$	EURO	Total
Balance at 31st December, 2010				
Assets Available-for-sale financial assets Loans and receivable financial assets Loans receivable-principal Loans receivable-interest Accounts receivable and prepayments Cash and cash equivalents	1,713,500 874,800 27,458,748 162,287 267,552 2,004,537 32,481,424	- - - - 11,851 11,851	- - - - - -	1,713,500 874,800 27,458,748 162,287 267,552 2,016,388 32,493,275
Liabilities Long-term borrowings Accounts payable and accruals Short-term borrowings Amount due to projects	4,031,663 214,905 390,093 <u>767,224</u> 5,403,885	11,748,614 2,273,957 	1,848,703 - - - 1,848,703	17,628,980 214,905 2,664,050 767,224 21,275,159
Net currency exposure	\$ <u>27,077,539</u>	\$(14,010,720)	\$( <u>1,848,703</u> )	\$ <u>11,218,116</u>

#### Interest rate risk

Interest rate risk is the risk that the value of future cash flows of a financial instrument will fluctuate due to changes in market interest rates.

The Bank is exposed to interest rate risk through the effect of fluctuations in the prevailing levels of interest rates on interest bearing financial assets and liabilities, including loans.

The Bank's exposure is also managed through the matching of funding products with financial services and monitoring market conditions and yields.

#### Operational risk

Operational risk is the risk of direct or indirect loss arising from a wide variety of causes associated with the Bank's processes, personnel, technology and infrastructure, and from external factors other than credit, market and liquidity risks such as those rising from legal and regulatory requirements and generally accepted standards of good corporate behaviour. Operational risks arise from all the Bank's operations. The Bank's objective is to manage operational risk so as to balance the avoidance of financial losses and damage to the Bank's reputation with overall cost effectiveness and for development and implementation of controls to address operational risk is assigned to senior management. This responsibility is supported by the development of overall Bank standards for the management of operational risk in the following areas:



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

#### 19. FINANCIAL RISK MANAGEMENT (continued)

#### Operational risk (continued)

- Requirements for appropriate segregation of duties, including the independent authorization of transactions.
- Requirements for the reconciliation and monitoring of transactions.
- Compliance with regulatory and other legal requirements.
- Documentation of controls and procedures.
- Requirements for the periodic assessment of operational risks faced, as the adequacy of controls and procedures to address the risks identified.

- Training and professional development
- Risk mitigation, including insurance where this is effective.

#### 20. **INTEREST INCOME**

	2011	2010
Caribbean Development Bank loans Local loans Business reactivation loan National Insurance Scheme loans	875,998 903,590 430,716 19,452	980,589 906,124 464,233 25,450
	\$ <u>2,229,756</u>	\$ <u>2,376,396</u>

#### INTEREST EXPENSE 21.

Caribbean Development Bank	444,406	551,293
National Insurance Scheme	261,158	309,052
	\$ <u>705,564</u>	\$ <u>860,345</u>

#### 22. **OTHER INCOME**

Sundry income	167,297	102,930
Bad debts recoveries	532,248	248,112
	\$ <u>699,545</u>	\$ <u>351,042</u>



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011 (continued)

23.	. IMPAIRMENT LOSS				
			2011	2010	
	Imp	pairment of investments	\$ <u>1,877,263</u>	\$ <u>896,282</u>	
24.	<b>RE</b> :	LATED PARTY TRANSACTIONS  Compensation of key management personnel of the Bank.			
	1)	Compensation of key management personner of the Bank.			
		Salaries and staff benefits	\$ <u>241,880</u>	\$ <u>230,372</u>	
	ii)	Loans receivable from key management personnel and directors	\$ <u>258,256</u>	\$ <u>1,076,395</u>	
	iii)	Interest income from key management personnel and directors	\$ <u>12,953</u>	\$ <u>57,591</u>	



## NOTES TO THE FINANCIAL STATEMENTS AT 31ST DECEMBER, 2011

(continued)

## 25. GENERAL EXPENSES

	2011	2010
Salaries, wages and allowances	713,734	691,428
National Insurance contributions	30,290	26,960
Security	21,051	18,925
Computer expenses	48,499	48,084
Subscription and donations	16,385	13,130
Postage	3,725	4,824
Office expenses	25,169	18,291
Advertising	17,362	9,454
Audit and accounting	23,500	31,417
Professional services	60,589	10,534
Bank charges	1,155	5,342
Entertainment	5,577	7,720
Motor vehicle expenses	9,181	11,898
Legal fees	56,427	46,858
Stationery and printing	40,498	44,136
Telephone and cables	59,514	51,678
Miscellaneous	4,564	8,605
Commitment fees	9,082	13,386
Repairs and maintenance	20,095	2,162
Staff uniforms	17,951	10,533
Travelling and subsistence	86,275	67,550
Electricity	128,021	135,402
Water and sewerage	2,139	3,398
Staff training	13,908	7,334
Insurance	45,427	45,228
Recruitment cost	2,564	2,471
Library expenses	-	600
Corporate image and product development	<u>15,341</u>	10,858
	\$ <u>1,478,023</u>	\$ <u>1,348,206</u>