

Shape Attitude Ghana Organisation
(A Company Limited by Guarantee)

Reports
&
Financial Statements
December 31, 2019

B. OMANE-ANTWI CONSULT
CHARTERED ACCOUNTANTS
#10 OTSWE STREET
Osu Ako-Adjei
P. O. Box Os. 1336
Osu - ACCRA
E-MAIL: boantwi7@yahoo.com

Shape Attitude Ghana Organisation
(A Company Limited by Guarantee)

Reports
&
Financial Statements
December 31, 2019

B. OMANE-ANTWI CONSULT
CHARTERED ACCOUNTANTS
10 OTSWE STREET
Osu Ako-Adjie
P. O. Box Os. 1336
Osu - ACCRA
E-mail : boaniwi7@yahoo.com

Shape Attitude Ghana Organisation
(A Company Limited by Guarantee)

Reports and financial statements
For the year ended December 31, 2019

Contents	Page
General information	2
Report of the directors	3 - 4
Report of the auditors	5 - 6
Statement of operations	7
Accumulated fund	7
Statement of financial position	8
Statement of cashflows	9
Accounting policies and explanatory notes	10 - 11

Shape Attitude Ghana Organisation
(A Company Limited by Guarantee)

Reports and financial statements
For the year ended December 31, 2019

General information

Executive council members

Wonderful Baisie Ghartey
David Essaw
Albert Buabeng

Secretary

Amos Amamoo
University of Education
Winneba

Registered office

#. E3/2,
Near Trauma Hospital
Ntakorfam
Winneba

Auditors

B. Omame – Antwi Consult
Chartered Accountants
P. O. Box OS 1336
Osu - Accra

Bankers

GCB Bank Limited

Shape Attitude Ghana Organisation

(A Company Limited by Guarantee)

Reports and financial statements

For the year ended December 31, 2019

Report of the directors

The Executive Council of Shape Attitude Ghana has the pleasure of presenting its report and financial statements for the period ended 31st December 2019, which disclose the organisation's statement of operations and accumulated fund, the statement of financial position statement of cashflows and accounting policies and explanatory notes to the financial statements.

Shape Attitude Ghana a not-for-profit organisation which was established in June 2014, is committed to enabling communities develop a culture of keeping their surroundings clean. The Organisation has been working mainly in schools to address negative attitude in the hope that the school children will grow up with positive attitude towards sanitation and the environment in general.

Shape Attitude Ghana celebrated its fifth anniversary in June 2019 with the event marked by a durbar at the Jophus Anamoah-Mensah Conference Centre at the University of Education, Winneba. On the occasion of the fifth anniversary, prizes were awarded to schools that came on top at the 2018/2019 Stay Clean Competition in Winneba schools which twenty-nine schools participated. The sensitisation and awareness campaign as well as the competition have contributed immensely to cleanliness on compounds of most schools in Winneba.

Nine schools in Apam and one in its suburb were visited and sensitisation and awareness messages given to them.

Through SHAPE Attitude Ghana, Mr Asamoah, Executive Chairman of A&C Development Company and President of GAFICS donated ten computers to Winneba schools, two to SHAPE Attitude Ghana and one to Radio Peace, Winneba.

In the area of personnel, the National Service Scheme assigned a service personnel to SHAPE Attitude Ghana in September 2019 to replace the one whose assignment ended in August 2019.

Radio Peace FM in Winneba and Radio Windy Bay of the University of Education, Winneba continued to be advocates of educational and sensitisation messages on sanitation to the public and this has contributed immensely to the gains achieved so far.

In order to maximise the limited resources available to SHAPE Attitude Ghana, the Organisation restricted its activities to schools in 2019. Nonetheless, discussions were held with heads of the fishing communities in Winneba and Apam with a view to initiating sensitisation and awareness campaign in their communities. SHAPE Attitude Ghana joined hands with the Department of Theatre Arts, GRASAG and WAPS all of University of Education, Winneba to undertake sensitisation and clean-up campaigns at Woarababa and Yepemso suburbs of Winneba. A similar activity was undertaken at Apam with SACOST-UEW.

As a usual practice of the Organisation, the accounts for 2018 were audited and annual returns submitted to the Registrar General's Department before the deadline of end April 2019. Similarly, the NGO certificate issued by the Department of Social Welfare was also renewed in the first quarter of 2019.

Executive councils' responsibilities

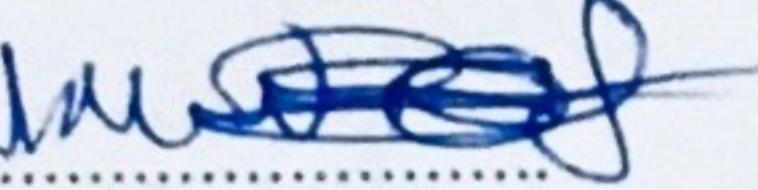
The executive council is responsible for the preparation of the financial statements for each financial year, which give a true and fair view of the state of affairs of the organisation and of its excess or deficit of operations and the cash flows for the period and the financial position. In preparing these financial statements, the executive council has selected suitable accounting policies and applied them consistently, made judgments and estimates that are reasonable and prudent and followed Ghana Accounting Standards.

Also, the executive council is responsible for ensuring that proper accounting records that disclose with reasonable accuracy at any time the financial position of the organisation, safeguards its assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

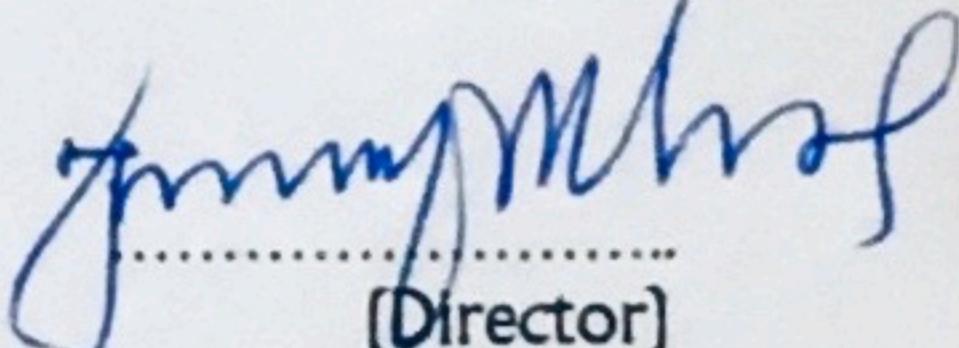
Auditors

B. Omane-Antwi Consult, a firm of Chartered Accountants will continue in office as Auditors in accordance with Section 139 (5) of the Ghana Companies Act, 1963 (Act 179).

By Order Of The Executive Council


(Director)

Dated. 27-02-2020


(Director)

Dated. 27/2/2020

Report of the independent auditors to the subscribers of

Shape Attitude Ghana Organisation (A Company Limited by Guarantee)

On the financial statements of the company

For the year ended December 31, 2019

We have audited the financial statements set out on pages 7 – 11 which have been prepared under the historical cost convention and the accounting policies set out on page 10. These financial statements comprise the statement of operations and accumulated fund, statement of financial position at December 31, 2019 and statement of cash flows for the year then ended and a summary of significant accounting policies and other explanatory notes.

Executive council's responsibilities for the financial statements

As described on page 4, the organisation's executive council is responsible for the preparation and fair presentation of these financial statements in accordance with Ghana Accounting Standards and with the requirements of the Ghana Companies Act, 1963 (Act 179). This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, 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 independent opinion, based on our audit, on those financial statements and to report our opinion to the subscribers.

We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform our audit to obtain reasonable assurance that the financial statements are free from material misstatements.

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 risk 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 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.

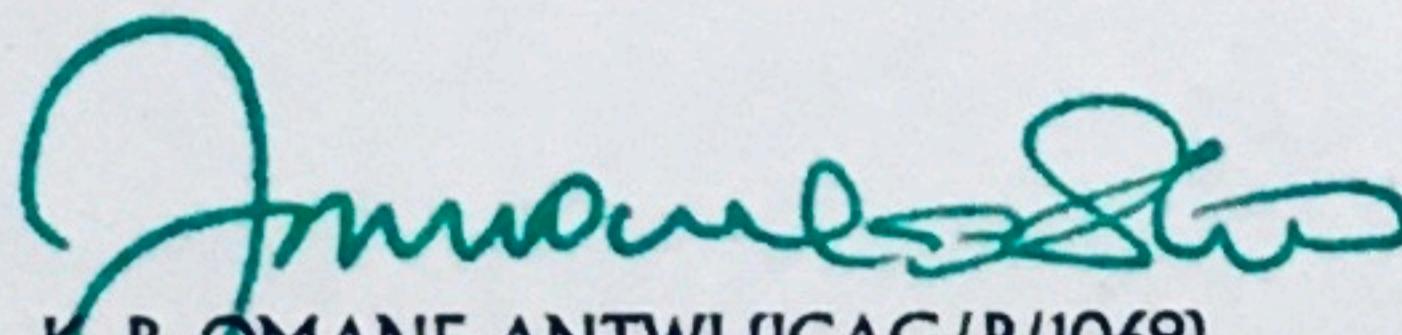
Opinion

In our opinion the accompanying financial statements give a true and fair view of the state of the financial position of the organisation at 31st December 2019 and of its excess of expenditure over revenue, accumulated fund and cash flows for the year then ended in accordance with International Auditing Standards, and Ghana Accounting Standards and comply with the Ghana Companies Act 1963 (Act 179).

Report on other legal requirements

The Ghana Companies Act, 1963 (Act 179) requires that in carrying out our audit we consider and report on the following matters. We confirm that:

- i. we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.;
- ii. in our opinion proper books of accounts have been kept by the company, so far as appears from our examination of the books; and
- iii. the organisation's statement of operations and accumulated fund, statement of financial position at December 31, 2019 and statement of cash flows are in agreement with the books of account.


K. B. OMANE-ANTWI (ICAG/P/1069)
B. OMANE-ANTWI CONSULT (ICAG/F/2019/153)
CHARTERED ACCOUNTANTS
#10, OTSWE STREET
OSU AKO-ADJEI
ACCRA

DATED 28/02/2020

Shape Attitude Ghana Organisation
(a company limited by guarantee)

Statement of operations
for the year ended December 31, 2019

	Note	2019	2018
		GH¢	GH¢
Revenue			
Donations received		36,819	11,414
<i>Total revenue</i>		<u>36,819</u>	<u>11,414</u>
Expenditure			
Anniversary and competition awards		2,230	-
Bank charges		252	200
Communication		277	-
Donations paid		4,901	-
Depreciation		593	413
Electricity		170	50
National service personnel allowance		200	-
Office rent		-	600
Refreshment		-	341
Registration, permit & licence		783	1,749
Stationery, printing and consumables		4,074	2,709
Transportation		5,285	3,780
Auditors' remuneration		<u>1,500</u>	<u>1,200</u>
<i>Total expenditure</i>		<u>20,265</u>	<u>11,041</u>
Excess / (Deficit) of revenue over expenditure transferred to accumulated fund		<u>16,554</u>	<u>373</u>

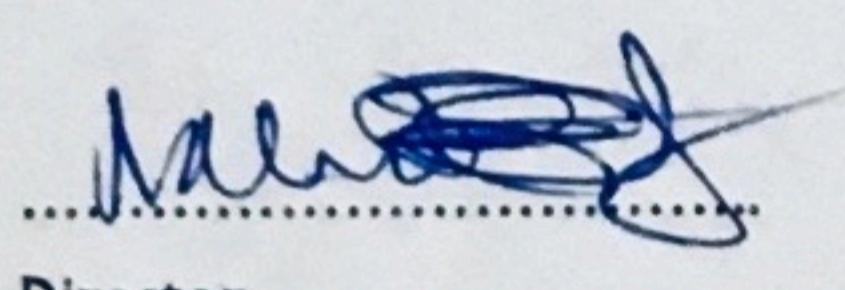
Accumulated fund account
For the year ended December 31, 2018

		2019	2018
		GH¢	GH¢
Balance at January 01.		1,982	1,609
Excess / (Deficit) of revenue over expenditure transferred from statement of operations		<u>16,554</u>	<u>373</u>
Balance at December 31.		<u>18,536</u>	<u>1,982</u>

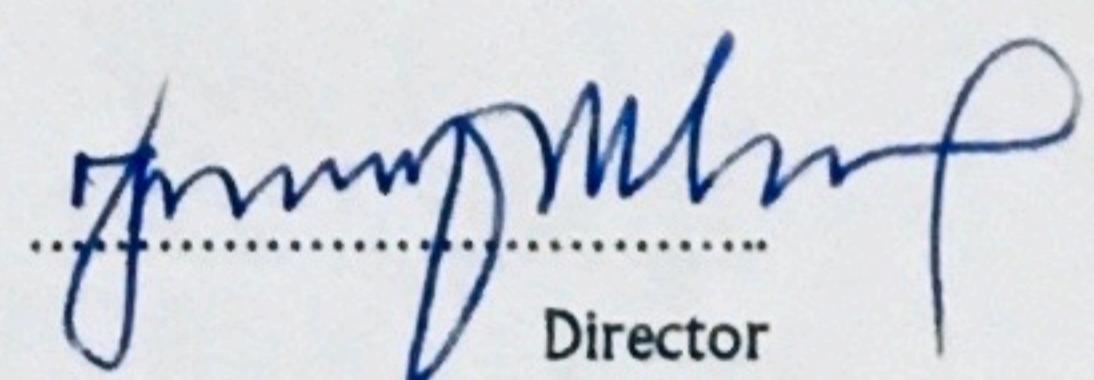
Shape Attitude Ghana Organisation
(a company limited by guarantee)

Statement of financial position
 at December 31, 2019

Assets	Note	2019	2018
Non-current assets		GH¢	GH¢
Property, plant and equipment		<u>2,533</u>	<u>1,925</u>
Current assets			
Bank and cash balances	3	17,503	1,257
Total assets		<u><u>20,036</u></u>	<u><u>3,182</u></u>
Liabilities and accumulated fund			
Current liabilities			
Payables	4	1,500	1,200
Total liabilities		<u><u>1,500</u></u>	<u><u>1,200</u></u>
Accumulated fund			
Balance at December 31.		<u><u>18,536</u></u>	<u><u>1,982</u></u>
Total liabilities and accumulated fund		<u><u>20,036</u></u>	<u><u>3,182</u></u>



Director



Director

Shape Attitude Ghana Organisation
(a company limited by guarantee)

Statement of cashflows
 for the ended December 31, 2019

	Note	2019	2018
		GH¢	GH¢
Cashflow from operating activities			
Excess of revenue over expenditure		16,554	373
Depreciation		593	413
Increase in accounts payables		<u>300</u>	<u>200</u>
Net cash from operating activities		17,447	986
 Cashflow from investing activities			
Purchase of equipment		(1,201)	-
 Net increase in cash and cash equivalents		<u>16,246</u>	<u>986</u>
 Cash and cash equivalents			
at January 01.		1,257	272
at December 31.	5	<u><u>17,503</u></u>	<u><u>1,257</u></u>

Shape Attitude Ghana Organisation

(a company limited by guarantee)

Accounting policies and explanatory notes to the financial statements for the year ended December 31, 2019

1 General information

Shape Attitude Ghana Organisation is a private company limited by guarantee incorporated in Ghana to carry out sensitization on sanitation in the communities for clean environment. It has its registered office and principal place of business situated at #.E3/2, Winneba, near Trauma Hospital Ntakofam in Winneba.

2 Basis of preparation and accounting policies

These financial statements have been prepared in accordance with the Ghana Accounting Standards. They have been prepared under the historical cost convention and in Ghana Cedi (GH₵) currency.

(a) Revenue recognition

Revenue are generally donations received from individuals. They are not restricted in any way whatsoever. It is recognised only when donation is actually received. Pledges are noted but are not recognised as revenue until the actual receipt thereof.

(b) Income tax

The organisation is a Not-for-Profit company. It does not carry out any activity with the intention of making profit or earning an income which will be liable to Income Tax as defined by Law.

(c) Property, plant and equipments

Items of plant and equipments are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. The following annual rates are used for the depreciation of items of equipments:

Furniture and equipments	-	15%
--------------------------	---	-----

During the year under review, the organisation bought fuel for the use of the motor vehicle of one of its executive council members for its operations. This expense has been classified as transport charge.

(f) Accounts payables

Accounts payables are obligations on the basis of accrued and other operating expenses for which settlements are delayed.

(g) Cash and cash equivalents

For the purposes of the statement of cashflows, cash and cash equivalents comprise of cash on hand, deposits held at call with banks, other short-term investments and bank overdrafts.

(h) Foreign currency translation

The functional currency of the organisation is Ghana Cedis (GH₵). Other currency transactions are accounted for at the exchange rates prevailing at the dates of the transactions.

Shape Attitude Ghana Organisation
(a company limited by guarantee)

(i) Comparative figures

The comparative figures covered the twelve months period ended December 31, 2018. However, where considered necessary, comparative figures have been reclassified to achieve consistency with the presentation of current year figures.

3 Property, plant and equipment

	Cost	Balance at 1 : 1 : 19	Additions GH¢	Disposals GH¢	Balance at 31 : 12 : 19 GH¢
Office furniture and equipment		<u>2,750</u>	<u>1,201</u>	<u>-</u>	<u>3,951</u>
Depreciation		Balance at 1 : 1 : 19	Disposals GH¢	Charge GH¢	Balance at 31 : 12 : 19 GH¢
Office furniture and equipment		<u>825</u>	<u>-</u>	<u>593</u>	<u>1,418</u>
Carrying amount		Balance at 31 : 12 : 19			Balance at 31 : 12 : 18 GH¢
Office furniture and equipment		<u>2,533</u>			<u>1,925</u>
4 Bank and cash balances				2019	2018
Bank balances		<u>17,500</u>	<u>GH¢</u>	<u>GH¢</u>	<u>1,060</u>
Cash balances		<u>3</u>	<u>17,503</u>	<u>197</u>	<u>1,257</u>
5 Accounts payable					
Expense creditors				<u>1,500</u>	<u>1,200</u>
6 Cash and cash equivalents				GH¢	GH¢
Cash on hand		<u>3</u>		<u>197</u>	
Cash at bank		<u>17,500</u>	<u>17,503</u>	<u>1,060</u>	<u>1,257</u>

