

SOHAY

A catalyst to change human life

2013

ANNUAL REPORT



SOHAY

280, Khash Villa, Dhakkinkhan, Uttara, Dhaka

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Executive Director's Note

I am very pleased to present the 2013 annual report of SOHAY, an NGO based in Dhakkin Khan, Uttura, Dhaka, Bangladesh. Last year was a time of review and reflection for us. We have adopted change and action to make us stronger in responding to the challenges of the new millennium.



There have been some significant efforts made by us to develop the people who live in the slums in SOHAY working areas. Consultations were held in order to refocus on education and rights by the staff of SOHAY, all SOHAY programmes are carefully designed, well-articulated and planned and offer benefit to the target group. Furthermore, the executive committee members have been constant guides in our search for more feasible future strategies for development, empowerment and capacity and confidence building of the project's beneficiaries. I believe that it is our moral responsibility and social obligation to assist the poor people of Bangladesh who are working hard and desperately looking for support to change their economic conditions. In addition to that, I also believe education, skill development and job creation are the way forward for Bangladesh to overcome poverty and move to a middle-income country. Humans are the only resource in the world that, unless nurtured properly will actually turn into a liability because they eat. If nurtured properly however, they can become the best resource in the world.

On behalf of the executive committee and staff, SOHAY would like to express sincere thanks and heartfelt appreciation to all of our beneficiaries, donors, well-wishers and friends. We welcome and seek feedback, both positive and negative on our activities and especially for future interventions.

Zamila Sultana
Executive Director

Background of the SOHAY:

SOHAY is a non-profit and non-political voluntary organization was established in 2002 to improve slum people live and livelihood through ensuring education, skill training and protection their rights. SOHAY registry as welfare organization on 8th January 2002 with Ministry of Social Welfare then SOHAY became legalized on the 26th August 2004 through the registration with Joint Stock Company and firms and on the 4th March 2007 with the NGO Affairs Bureau, Government of Bangladesh. Then it formally started its journey towards its mission by gradually achieving the objectives of the organization.

Mission:

Provide education, knowledge and skills to the poor to assist in their efforts to achieve sustainable human, social, economic, physical and environmental well-being.

Vision:

Poor people to create disciplined self-confident, educated and skilled human resources in Bangladesh to eradicate poverty to meet with the Millennium Development Goals.

Organization's Philosophy and Beliefs:

- ✓ SOHAY strongly believes that education is imperative to develop one's life and as a basic international human right, thinks everyone should complete at least primary education.
- ✓ SOHAY focuses on enhancing the knowledge, confidence and capacity of slum dwelling families and disadvantage people of by established children's groups, parents' groups and women's groups.
- ✓ SOHAY think without any specific skills do not ensure sustainable development. Skill programme helps the hazardous working, school dropout children, youth and teenage to learn practical skills to help them participate in mainstream economic activities. The technical education programme intends to expand the range of trades offered.

Activities Overview & Highlights of the Year-2013:

SOHAY performed different types of activities through under the five programme. There are as follows:

1. Education & Child rights
2. Economic Empowerment and Livelihood
3. Gender, Rights and Justice
4. Environment, Health, Water and Sanitation
5. Policy and Advocacy

In the following segment of the programs that was running in 2013 are developed by under activities.

1. Education

- i. Child education
- ii. Adult education

2. Economic Empowerment and Livelihood Development

- i. Vocational training and job access

3. Gender, Rights and Justice

- i. Promoting the women rights
- ii. Legal support
- iii. Access to government services

4. Environment, Health, Water and Sanitation

- i. Assist to access health services
- ii. Awareness on environment, water and sanitation

5. Policy and Advocacy

- i) Child labour free country
- ii) All children in education
- iii) Stop violence against women

Short Brief on Programme Activities:

1. Education

This programme is focus on change the perception of disadvantage and slum children and their families towards the education and its impact on their future development byadequate education assistance and rigorous motivation at different slums in Dhaka city. It helps to remove illiteracy from slum community as like as support to achieve Millennium Development Goal (MDG).

InitiallySOHAY collect and organized different types ofchildren such as drop out, to be hazardous and hazardous working children from different slum and working place in Dhaka City Corporation for Nor-Formal Education support session at Urban Development Center (UDC) to ensure participation in formal education system.As it isensuring disadvantage children are growing up in a suitable and children friendlyenvironmentathousehold and community level. It assists to change the children's and parent'spsychology and existing culture as most of them are no interested toward the education. In this context, this programme provides gigantic support by using different national and internationally community development tools and techniques. However, it provide assistance after admit in Government Primary School to complete at least primary education through set up an educational friendly environment at home and community, establishing a place at home where books can be kept, assisting children to complete homework in SOHAY Urban Development

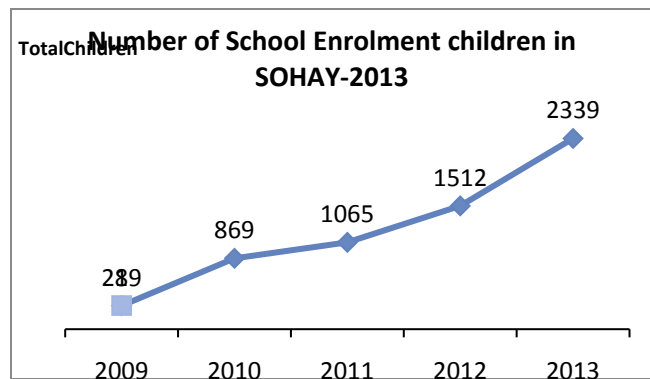


Figure 2 SOHAY's education supported children

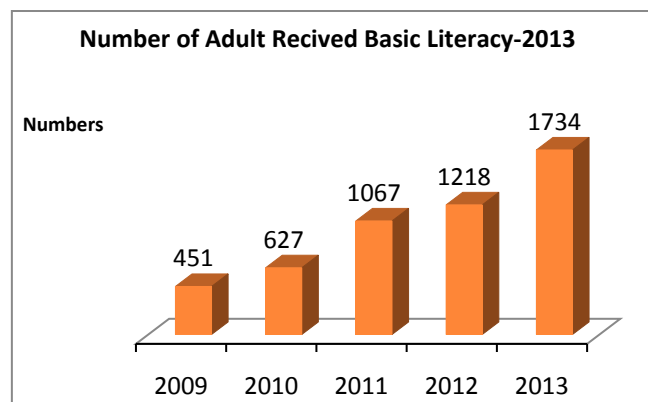


Figure 1: SOHAY's basic literacy supported adult

Center (UDC). This SOHAY's education programme is playing an important role to protect school dropout rate and create wide path to participate all children in education.

Achievements:

In 2013 year was very successful for this programme as it ensuring near about 2339 children to participate and regularly going to the Government Primary Schools and enjoying in education and a good proportion of children are on the school merit list of internal school examination and awarding for cultural and sports performance. Now parents are motivated to their children education and children and their parents both are happy in this position that education makes them honourable in society.

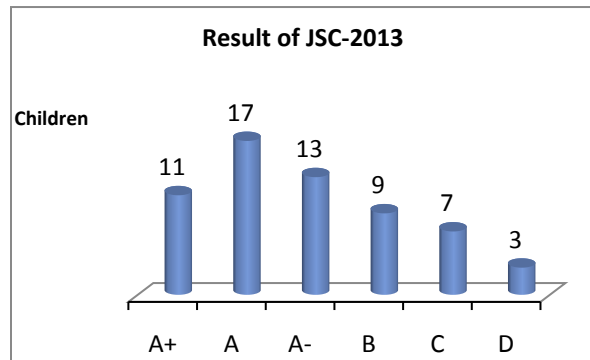


Figure 3: Number of children have passed JSC-2013

Among the children near about 257 numbers of children have complete graduate. In this year a total number of 67 children was participated in the Junior School Certificate (JSC) examination and 60 numbers of children was passed. SOHAY education programme also have withdrawn 87 numbers of working children through reenrollment in education. Beside those achievements SOHAY's education programme provide adult literacy education among the education supported children parent s or any household members whose were illiterate. In 2013 a total number of 1734 numbers of adult have graduate from this programme.

2. Economic Empowerment and Livelihood Development

SOHAY believes that it is not possible to ensure sustainable development without human skill and economic development. This programme is providing life skill and income generation non-hazardous vocational training to develop life and livelihood of unskilled and hazardous working children, teenage, youth and adult. It creates an opportunity for slum community in Dhaka city through direct intervention to create better livelihood option for their sustainable development.

Under this programme entire trainee receives different forms of market demandable vocational training for ensuring their livelihood opportunity in the competitive job market. In this year programme was organized training on beauty parlor, tailoring, plumbing and computer graphics. Initially programme formed several group whose are coming from the different hazardous working place and slum in Dhaka. Each

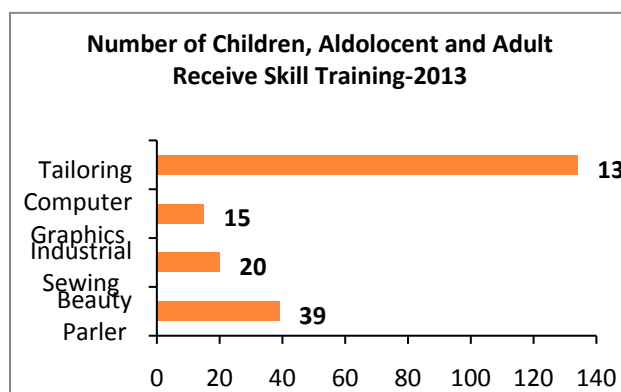


Figure 4: Total received skill training in 2013

group get training since 4 month and after completing the training programme SOHAY provide a training certificate and support them to connect with better employment opportunities in different non-hazardous working place. As SOHAY motivate the business community about the programme and it's impact on enormous opportunity of source of skill human in Dhaka slum.

Achievements:

In this year near about 208 number of children have receive skill training and now more than 167 number of children are working as a skilled labour in different working place with better compensation. And they are contributing in their total family expenditure especially on households members education and development.

3. Gender, Rights and Justice

Empowering women and girls are central concerns in SOHAY program. The entire programme is focusing on ensuring women participation in all steps of decision-making process, gender mainstreaming, economic empowerment through participation in economic activities, reproductive health development, gender discrimination, and combat violence against women and girl and women rights in all development aspect. SOHAY believe, without women participation in all development activities it will be not possible to ensure ultimate and sustainable development. Therefore, supporting each other is the basic principle of SOHAY's activity. In this regard, SOHAY always follow the principal for gender development.

This programme activity focuses on change the slums community's knowledge and attitude and it is supporting to achieve gender equality and equity. SOHAY's has designed carefully this programme so that they will be valued in their family and their voice will properly hear. It has ensured that they started to get their position in the family and community SOHAY aware them their rights as per constitution and laws. SOHAY shows women are equal member in the society and have equal rights to speak and work. It helps to develop the women and men's logical thinking and capacity to engage with local government and public representatives on policy and government services.

This activity also recognizes that slum people particularly marginalized and exploited women and children for their legal support. Women and children are so much vulnerable in the context of many forms of violence in domestic and outside. This programme is working for women and children protection and development through motivate legal service providers and builds linkage among the victim and service provider. SOHAY is working with the slum people that nobody will exclude from legal access from existing legal system, as that is their constitutional rights as a human being. Under this programme activities SOHAY raise awareness in the community about basic knowledge of legal procedure and system, counseling for man-women relationship and provide information and direction to appropriate way of access legal service. SOHAY is working in these issues through its Facts Findings committee in the slum.

SOHAY is working with this issue since 2007. Under this programme SOHAY raise awareness among the slum people and build a link with government and local government that is providing a sort of service. The Government of the People's Republic of Bangladesh declared that all of her citizens should receive birth registration certificates and it is very important

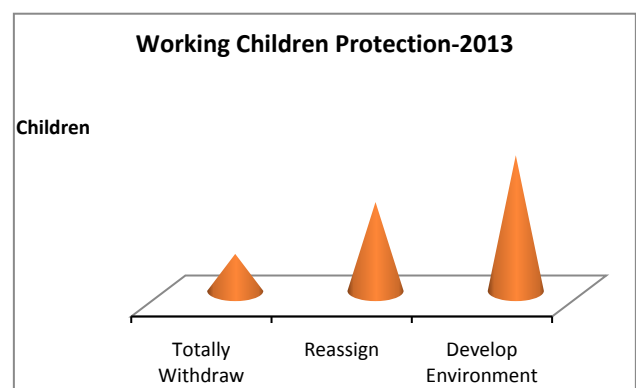


Figure 5: Types and number of working children have protected

documents for them. In this context, most of the slum dwellers are illiterate and unaware of the advantage of holding it. This is where SOHAY stepped in, made them aware of the importance

of these certificates, and help them to hold it correctly. Beside those activity this programme is paying an important role to protect working children rights through withdrawn, reassigned and working environment development in children working place.

Achievements:

In this year, 789 numbers of adults get receive training on Gender Awareness training and counseling support, 23 numbers of families receive in-depth counseling support in the context of gender vulnerability, 3 number victims get legal linkage support and 597 numbers of children receive birth registration support. Beside those achievements in this year SOHAY programme protect 615 numbers of working children rights through withdrawn, reassigned and working place environment development.

5. Environment, Health, Water and Sanitation

The programme mainly focused on creating awareness on create healthy environment in household, formal medical treatment from health care center, use pure water and safe sanitation as most of the poor people do not have any opportunity and have no access to receive formal medical treatment. This programme is targeting towards the poor and disadvantaged men, women and children in Dhaka city. Major activities cover of this programme is organize health awareness session with children, male and female group in SOHAY working area. Under this programme SOHAY distributes their own health card to assess their health receive status and create opportunity for them to ensure health facilities with low or free of cost. As after distributing health card SOHAY mobilize a meeting with different local health service providers for understanding and motivation about poor people health situation in slum people and provide health service with free or low of cost. It is admirable that SOHAY assemble a low cost health receiving system between the health provider and health receiver in his working area. This system is working through presentation SOHAY health card to the hospitals, clinics, and pharmacies for giving the affected people with diagnosis, medical test and treatment services with comparatively low cost of money.

This programme is playing an important role to raising awareness on environment protection and sustainability and basic knowledge on water consume and maintenance sanitation system properly in the slum. Under the programme activities SOHAY organize different types of sessions in the community on these issues and influence community for initiative to protect environment pollution and ensure water and sanitation management.

Achievements:

In this year, 1234 numbers of children get receive health facilities with free and low of cost. A number of slum communities get proper water and sanitation facilities from local government service and 7 number of private slum owners organize improve water and sanitation facilities for the slum people by advocacy and network. Beside those work there are 347 numbers of health, water and sanitation sessions organize in different slums and 1567 number of slum people participant in this sessions.

5. Policy and Advocacy

SOHAY always trying to ensure the protect human rights through different types of influencing policy and advocacy works in local and national level. Under the programme SOHAY have observed different types of day in local and national level through rally, human chain, meeting and seminar. In this regard, SOHAY maintain networks with National Women against Violence Forum, Child Rights Forum and different development forum in Bangladesh.

Beside those activities SOHAY mobilize the local duty bearers to sensitized and motivated on the awful forms of child labor in order to activate their support. Partially SOHAY meet with the different types of stakeholders such as local government member, civil society member and employers association for get their assistance with this issue.

Achievements:

Most of the slum women are now participating in family decision making and they are now essential, their opinions are valued. They ensured all their children (including girls) are

attending school regularly. Give special attention to their daughter education, stop early marriage, dowry and polygamy. They are now the inspiring force husbands and elders value their opinion. SOHAY's women awareness programmes focuses women rights, gender equality, constitutional rights, human rights, raise voice and fighting against all forms of discrimination.

Plan for the Next Year Activities:

Children education and development is the focused part of all SOHAY's programme. Now SOHAY implementing some project to develop slum children and communities life and livelihood by ensuring their social and human capital. Under the education programme SOHAY is implementing non-formal education, skill, health and social awareness issues and child rights issues to improve education environment in slum, child and child labor rights, women rights etc.

In the next year SOHAY is planning to work with disaster prone area of Bangladesh as a lot of children are living with vulnerabilities due to lack of education, skill, and hazardous living condition. Beside those SOHAY is planning to work with street, drug addicted children through safe home by providing education, skill development training for alternative income generating activities in the Dhaka city and other city corporation in Bangladesh.

SOHAY also want to work on the good governance issues in the urban context to ensure to protect all of disadvantage people rights and development. In This context SOHAY will arranged some seminars and workshops under presently implementing Education and Right based project funded by Manusher Jonno Foundation. New strategy of education development, child labor right issues, social justice, and women right and equity at family level will be integrated programmes by the next year.

SOHAY has planned to expand its present skill training programme for sustainable livelihood development activities. Therefore, disadvantage and poor people can develop their capacity for enhancing their economic activities. While targeting livelihood development of the people

of the organization's working area, SOHAY has aimed to provide the slum people with more appropriate technical assistance. It has also targeted to increase the number of primary beneficiaries within the existing working area as well as extended working area. It is expected that the new beneficiaries will start implementing the activities to uplift their livelihood as well as economic situation.

Protect poor people rights and ensure their justice is more related to poor people life and livelihood development. As a large number of people live in slum and they have not fully filled their basic rights and most of the time, they cannot get legal justice from our existing legal system due to lack of their awareness about legal procedure and proper assistance. Though SOHAY provides some assistance service to ensure their rights and legal justice but the organization will enrich to develop more area next year by direct legal support.

Though SOHAY are providing awareness on environment protection and development, ensuring formal health facilities from different health service provider with low cost or free of cost, and assist community initiative to develop slum water and sanitation facilities for slum people in its working area. However, the organization will enrich to carry out with large area with some supplementary activities on raising awareness to improve environment, public health, maternal health, health hygiene, water and sanitation development and any new critical issues. SOHAY has a specific target to work with the urban slum as like as street and drug addicted children to health awareness and protection in the Dhaka city corporation area.

SOHAY as a human development organization, always aware about develop poor people life and livelihood through different level of policy and advocacy work. With proper policy and advocacy activities, any development works will not be poor people friendly and sustainable. Therefore, policy and advocacy work is a routine work of this organization. In the next year SOHAY will enrich with more concentration on the develop women and children development through local, national level advocacy.

Visit of External Guests

SOHAY child education and development programme is unique and effective to ensure slum children enrollment in school and very effective to reduce dropout rate and protection their rights, so different time in the year SOHAY was invited some high qualified guest to observe this programme strategy and performance. On the other hand, SOHAY built a good link with many highly qualified national and international consultants and the organization keeps regular contact with them for organizational development. SOHAY kept prerequisite for visiting of external guest in order to improve its ongoing activities. These were very effective for development of SOHAY.

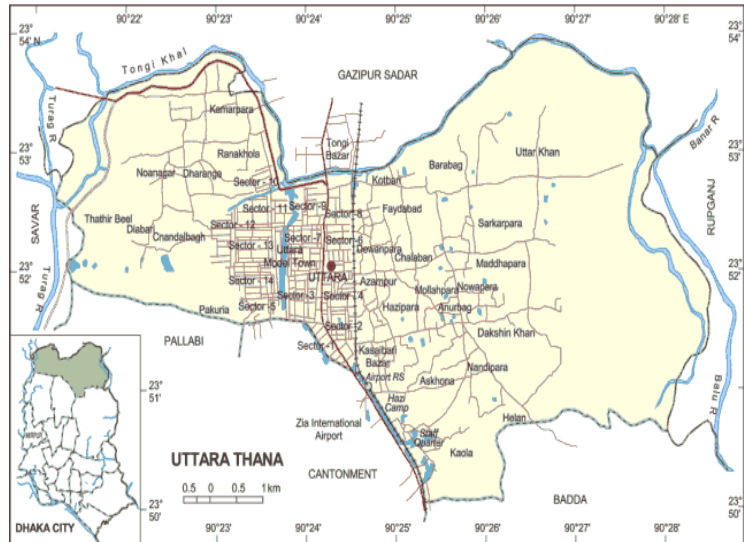
Training Unit

SOHAY has a training unit for building capacity to operate any types of development work. The organization provides training on various issues to the all level of SOHAY staff for understanding development and programme. The training unit provides some training activities for development of SOHAY staff capacity and skills. These are following:-

- ✓ Workshop Training on '*Hazardous Children Problem and Prospect in Bangladesh*'
- ✓ Workshop Training on '*National Child Labour Elimination Policy*'
- ✓ Training on '*Early Childhood Development*'
- ✓ Training on '*Implementation Policy and Advocacy Work Strategy*'
- ✓ Training on '*Project monitoring and management*'
- ✓ Training on '*Right to information*'

Geographical Location of SOHAY's Working Areas:

Bangladesh is one of the most densely populated countries in the world; its population is a staggering 142 million and is rising dramatically by the day. Approximately 38 percent of Bangladesh's population live below the poverty line, meaning a large proportion of the people struggles to meet their nutritional needs. A large proportion of these people live in Dhaka, the capital of Bangladesh. It is full of urban slums, the amount of people living in these slums has more than doubled in the past decade and reached a shocking 3.4 million in 2006. Most of the inhabitants living in these slums are illiterate and unskilled and are forced to work long hours in exhausting, menial jobs just to provide one, sometimes two meals of rice and potatoes a day. Almost 90 percent of the slum population lives below the poverty line surviving on less than \$1 a day resulting in a high malnutrition rate.



SOHAY works in 23 urban slums and surrounding areas in Dhaka City Corporation and one Thana of Stahkhira District of Bangladesh to enhance their capacity to engage in different types of employment.

SOHAY's Programme Management Team:

S L.	Name	Designation	Educational Qualification	Date of Joining	Year of experience
1	Zamila Sultana	Executive Director	M.A	01 January'2002	12 years
2	Md. Anwarul Islam	Finance & Admin Manager	M.B.A	01 February' 2014	4 years
3	Shakila Sultana	Monitoring Manager	M.S	1 March'2004	15 Years 2 Months
4	Md. Abdullah-Al-Mamun	Programme Manager	M.S	15 December'10	8 years 6 months
5	Md. Yousuf-ur- Rahman	Training Manager	M.S.S	1September'08	12 years 9 months
6	NarunNahar	Programme Officer	M.A	12 August'06	13 years 3 months

Members of Governing Body of SOHAY:

Name	Address	Profession
AleyaFerdousi,President	3/J Jigatala, Dhopa Para, Dhaka-1209	Private Service
SyedaMeheranazneen, Vice President	35/C West Tejturi Bazar, Tejgaon, Dhaka-1215	Private Service
NazmaIslam,Treasurer	285/1 Bangla Sarak,(2nd floor) Rayer bazar, Dhaka	Self Service
Zamila Sultana, General Secretary	280 Dhakkin khan, Dhakkin Khan Bazar, Uttra ,Dhaka 1230	Private Service
TasnimSiddiq, Member	71/1 Main Road, Kallyanpur,	Private Service
Md. Majharul Islam, Member	Nagaria Bari road,Dhakkin khan, Uttra ,Dhaka-1230	Self Service
Md.MohiburRahman, Member	39/2 Central Basabo, Dhaka-1214	Self Service

Financial statement of 2013:

Professional Certified Account Firm already audited in this year but not provide report yet.
In this context SOHAY attached 2013 report.

A. WAHAB & CO.
Chartered Accountants

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1 Dilkusha C/A, Dhaka-1000,
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Dhaka-Bangladesh
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E-mail : wahab_co@agni.com
nwahab@awahabco.com
Web : www.awahabco.com

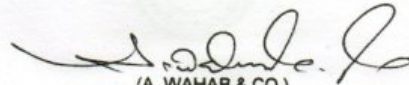
INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying Balance Sheet of "Improve the Lives of the Children Living in Slums Areas Through Education & Capacity Building" & "Hazardous Child Labor Elimination Project" funded by Manusher Jonno Foundation, Global Fund for Children(USA), Global Giving(UK) and "People Empowerment and Rights for Livelihood" (Known as PERL) funded by Several Individual Donors and Implemented by SOHAY as of December 31, 2013 and the related Income & Expenditure and Receipts and Payments Account for the period then ended. The preparation of these financial statements is the responsibility of project's management. Our responsibility is to express an independent opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards as adopted in Bangladesh as Bangladesh Standards on Auditing (BSA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements, prepared in accordance with Bangladesh Accounting Standards (BAS) give a true and fair view of the state of the project's affairs as of December 31, 2013 and the results of its operations for the period then ended.

Dated: Dhaka, August 05, 2014


(A. WAHAB & CO.)
CHARTERED ACCOUNTANTS

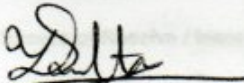
This report is not intended for NGO Affairs Bureau

A. WAHBA & CO.
Chartered Accountants

SOHAY
(A Non-Profit Organization Registered in Bangladesh)
Balance Sheet as at December 31, 2013

Particulars	Notes	31-12-2013	31-12-2012
Assets:			
Current Assets:		1,486,674	1,851,964
Cash in Hand & Cash at Bank	4.00	1,389,874	1,814,364
Advance against Expenditure	5.00	96,800	37,600
Total Assets		1,486,674	1,851,964
Fund & Liabilities:			
Fund Account	6.00	1,483,674	1,851,964
Loan	20.00	3,000	-
Total Fund & Liabilities:		1,486,674	1,851,964

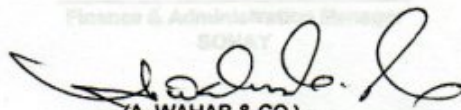
The accompanying notes form an integral part of these financial statement


Executive Director
SOHAY


Finance & Administration Manager
SOHAY

Subject to our separate report of even date.

Dated: Dhaka, August 05, 2014


(A. WAHAB & CO.)
CHARTERED ACCOUNTANTS

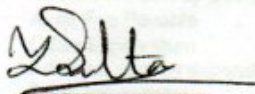



A. WAHAB & CO.
Chartered Accountants

SOHAY
(A Non- Profit Organization Registered in Bangladesh)
Income and Expenditure Account
for the year ended December 31, 2013

Particulars	Notes	31-12-2013	31-12-2012
Contribution:			
Grant Received / Income	6.00	9,355,617	7,512,706
Total Contribution:		9,355,617	7,512,706
Expenditure:			
Gross Salary	9.00	3,969,067	3,463,654
Facilities Rent	10.00	402,680	294,000
Utilities, Maintenance & Repair	11.00	186,305	86,042
Materials & Equipment	12.00	1,125,320	624,147
Training	13.00	3,025,692	1,414,008
Communication	14.00	-	17,300
Travel Cost	15.00	68,261	37,102
Furniture & Equipment	16.00	364,148	231,905
Cleaning & Miscellaneous expenditure	17.00	58,248	29,461
Evaluation, Survey & Audit	18.00	24,993	-
Other Expenditure	19.00	130,903	1,315,087
Total Expenditure		9,355,617	7,512,706
Excess of Receive / Income over Expenditure Transferred		-	-

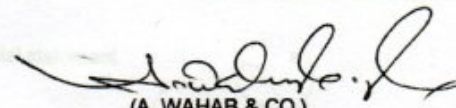
The accompanying notes form an integral part of these financial statement


Executive Director
SOHAY


Finance & Administration Manager
SOHAY

Subject to our separate report of even date.

Dated: Dhaka, August 05, 2014


(A. WAHAB & CO.)
CHARTERED ACCOUNTANTS

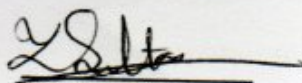


A. WAHAB & CO.
Chartered Accountants

SOHAY
(A Non-Profit Organization Registered in Bangladesh)
Receipts & Payments Account
for the year ended December 31, 2013

Particulars	31.12.2013	31.12.2012
Opening Balance:		
Cash in Hand	1,814,364	1,082,228
Cash at Bank	13,000	8,000
	1,801,364	1,074,228
Receipts:		
Foreign Donation	830,455	-
Local Donation	8,123,001	8,231,035
Interest earned	33,872	62,106
Loan from ED	3,000	
Advance Against Expenditure	37,600	9,300
Total Receipts:	9,027,928	8,302,441
Total:	10,842,292	9,384,669
Payments:		
Gross Salary	3,969,067	3,463,654
Facilities Rent	402,680	294,000
Utilities, Maintenance & Repair	186,305	86,042
Materials & Equipment	1,125,320	624,147
Training	3,025,692	1,414,008
Communication	-	17,300
Travel Cost	68,261	37,102
Furniture & Equipment	364,148	231,905
Cleaning & Miscellaneous expenditure	58,248	29,461
Evaluation, Survey & Audit	24,993	-
Audit Fee Payable	-	20,000
Other Expenditure	130,903	1,315,087
Advance against expenditure	96,800	37,600
Total Payments:	9,452,417	7,570,306
Closing Balance:		
Cash in Hand	1,389,874	1,814,364
Cash at Bank	8,000	13,000
	1,381,874	1,801,364
Total:	10,842,292	9,384,669

The accompanying notes form an integral part of these financial statement


Executive Director
SOHAY


Finance & Administration Manager
SOHAY

Subject to our separate report of even date.

A. WAHAB & CO.
Chartered Accountants

SOHAY
(A Non- Profit Organization Registered in Bangladesh)
Notes to the Accounts
for the year ended December 31, 2013

1.00 SOHAY Background

SOHAY is a non government and not for profit oriented organization located in Dakkhin Khan, Khash villa, Uttara, Dhaka. The organization is registered with joint Stock Company bearing registered no s-4047 (149)/2004 dated 26.08.2004. The overall objective of SOHAY is to reduce poverty of the common people and build a secured society where everybody will enjoy their rights being a citizen and feel secured being a part of the society .

2.00 Project Background

During the year the organization undertook six projects named "Improve the Lives of the Children Living in the Slum Areas through Education and Capacity Building" (Known as ILCLSAECB) , "Vocational Training for Vulnerable Children" (Known as VTVC) and "Hazardous Child Labour Elimination Project" (Known as HCLE) were funded by Manusher Jonno Foundation and "Children Organized for Livelihood Development"(Known as COLD) was funded by Global Fund for Children (USA), Social Mobilization for Women Empowerment (SMWE) by WAVE Foundation(JNNPF) and "Hazardous Working Children to Main Stream Education" (HWCMSSE) by Global Giving (UK).

3.00 Significant accounting policies

a) Basis of Reporting

Financial statement presentation follows the recommendations and formats provided by SOHAY management and also conform to applicable International Accounting Standards and guidelines of the NGO Affairs Bureau.

b) Use of Estimates

The presentation of financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly actual results could differ from those estimates.

c) Reporting Period

The financial statements cover the period from January 01, 2013 to December 31, 2013.

d) General

General figures have been rounded off to the nearest Taka.

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4.00 Cash in hand & Cash at Bank : Tk. 1,389,874

The above balance is made-up as follows-

Particulars	Note	31-12-2013	31-12-2012
Cash in Hand		8,000	13,000
Cash at Bank	4.01	1,381,874	1,801,364
Total:		1,389,874	1,814,364

4.01 Cash at Bank: Tk. 1,381,874

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Mercantile Bank	805	3,020
Janata Bank	4,625	5,834
Shahjalal Islami Bank	6,415	6,414
Standard Bank	64,940	37,429
Standard Bank	272	1,240,632
Dutch Bangla Bank	16	508,036
Dutch Bangla Bank	1	-
National Bank Limited	1,099,794	-
Standard Bank	205,006	-
Total:	1,381,874	1,801,364

5.00 Advance Against Expenditure: Tk. 96,800

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Opening Balance	37,600	9,300
Advance during the year	110,500	36,000
Adjust against advance	(51,300)	(7,700)
Closing Balance	96,800	37,600

6.00 Unutilized Fund: Tk. 1,483,674

The above balance is made-up as follows :

Particulars	31-12-2013	31-12-2012
Opening Balance	1,851,964	1,071,528
Fund received during the year	8,953,456	8,231,035
Bank Interest earned	33,872	62,106
Total fund available for expenditure	10,839,291	9,364,670
Less: Fund utilized during the year	9,355,617	7,512,706
	1,483,674	1,851,964

7.00 Fund Received During the Year: Tk. 8,953,456

The above balance is made-up as follows :

Particulars	Note	31-12-2013	31-12-2012
Foreign Donation	7.01	830,455	-
Manusher Jonna Foundation		7,861,274	7,936,615
WAVE Foundation (JNNPF)		25,605	-
Individual		236,123	294,420
Total:		8,953,456	8,231,035

7.01 Foreign Donation during the Year: Tk. 830,455

The above balance is made-up as follows:

Particulars	31-12-2013	31-12-2012
Global Fund for Children (USA)	622,850	-
Global Giving (HK)	207,605	-
Total:	830,455	-



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8.00 Interest Income

Interest received during the year total Tk.33,872

9.00 Salary & Allowances: Tk.3,969,067.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Admin Staff Salary	-	879,357
Project Staff Salary/Volunteer	-	2,584,297
Project-ILCLSAECB	2,115,852	-
Project-COLD	325,667	-
Project-HCLE	1,480,162	-
Project-HWCMSE	8,000	-
Contributed by SOHAY	39,386	-
Total:	3,969,067	3,463,654

10.00 Facilities Rent: Tk. 405,680.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Dhkhinkhan Bazar (Funded by MJF)	-	216,000
Rayer Bazar (Funded by SOHAY)	-	78,000
Project-ILCLSAECB	126,900	-
Project-COLD	62,000	-
Project-HCLE	147,780	-
Contributed by SOHAY	66,000	-
Total:	402,680	294,000

11.00 Utilities, Maintenance & Repair: Tk . 186,305.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	81,472
Contributed by SOHAY	91	4,570
Project-ILCLSAECB	102,671	-
Project-COLD	22,640	-
Project-HCLE	60,903	-
Total:	186,305	86,042

12.00 Materials & Equipment: Tk. 1,125,320.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	608,177
Contributed by SOHAY	21,500	15,970
Project-ILCLSAECB	1,014,966	-
Project-COLD	75,927	-
Project-HCLE	12,927	-
Total:	1,125,320	624,147

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13.00 Training: Tk. 3,025,692.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	1,414,008
Project-ILCLSAECB	591,886	-
Project-VTVC	2,168,655	-
Project-COLD	109,560	-
Project-HCLE	129,986	-
Project-SMWE	25,605	-
Total:	3,025,692	1,414,008

14.00 Communication: Tk. Nil

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	17,300
Total:	-	17,300

15.00 Travel Cost: Tk. 68,261.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	34,087
Contributed by SOHAY	5,645	3,015
Project-ILCLSAECB	19,008	-
Project-COLD	17,851	-
Project-HCLE	25,757	-
Total:	68,261	37,102

16.00 Furniture & Equipment: Tk. 364,148.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	231,905
Contributed by SOHAY	300	-
Project-ILCLSAECB	18,755	-
Project-JNNPF	345,093	-
Total:	364,148	231,905

17.00 Cleaning & Miscellaneous: Tk. 58,248.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	29,461
Contributed by SOHAY	22,274	-
Project-ILCLSAECB	25,001	-
Project-COLD	6,095	-
Project-HCLE	4,878	-
Total:	58,248	29,461

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18.00 Evaluation, Survey and Audit: Tk. 24,993.00

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Project-COLD	722	-
Project-HCLE	24,271	-
Total:	24,993	-

19.00 Other Expenditure: Tk. 130,903

The above balance is made-up as follows-

Particulars	31-12-2013	31-12-2012
Contributed by MJF	-	1,296,189
Contributed by SOHAY	-	18,898
Project-ILCLSAECB	79,345	-
Project-COLD	2,388	-
Project-HCLE	48,471	-
Project-HWCMSE	700	-
Total:	130,903	1,315,087

20.00 Loan: Tk. 3,000.00

The above balance is made-up as follows-






Particulars	31-12-2013	31-12-2012
Loan received from Executive Director to open A/C dated: 12/12/2013	1,000	-
Loan receive from ED for manage sufficient balance dated: 31/12/2013	2,000	-
Total:	3,000	-

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Chartered Accountants

SOHAY (A Non-Profit Organization Registered in Bangladesh) Bank Reconciliation Statement As at December 31, 2013			
Particulars		Taka	Taka
Balance as per Bank Statement as on 31 December 2013			1,450,976
Mercantile bank		211,510.97	
Janata Bank		4,625.00	
Shahjalal Is. Bank		6,415.02	
Standard Bank		53,738.36	
Standard Bank		272.36	
Dutch Bangla Bank		16.00	
Dutch Bangla Bank		13,280.50	
National Bank Ltd.		1,160,818.00	
Standard Bank		300.00	
Add: Deposited in Transit			
Date	Ref. No	Purpose	
31-Dec-13	D111202	Loan receive from ED for manage sufficient balance	2,000
30-Dec-13	C151202	Fund receive from Overhead	17,341
12-Dec-13	D111201	Balance transfer to Standard Bank for GG programme operate	212,706
			232,047
			1,683,023
Less: Outstanding Cheques			
Date	Ref. No	Purpose	
12-Dec-13	D111201	Balance transfer to Standard Bank for GG programme operate	212,706
22-Dec-13	AJV151203	Cheque pay to Shakila for Advance adjust	6,139
31-Dec-13	D181203	Cheque pay to Sk Samsur Rahman for office rent Dec'13	8,000
31-Dec-13	D181204	Cheque pay to Rasel Crokanes for Floor mat	5,280
28-Dec-13	D191205	Cheque pay to M.A Arif Sarkar for Office Rent Dec'13	22,000
28-Dec-13	D191206	Cheque pay to Fouzia Begum for Office Rent Dec 2013	16,000
31-Dec-13	AJV191205	Cheque pay to shakila for advance adjustment	5,683
31-Dec-13	D191209	Overhead Transfer to mother A/C	17,341





Donors of SOHAY:

Individual Donors of SOHAY Programme Activities:

-  Daniel Shimmin, London, UK.
-  Sarah White, London, UK.
-  Peter and Vidya Evans, London, UK.
-  Sarah Sanyahumbi, London, UK.
-  Kathryn English, London, UK.
-  Yolande Write, London, UK.

(Please revised Individual donors name)

Organizational Donations for SOHAY Programme Activities:

-  Global Giving – A UK based non-government organization.
-  ManusherJonno Foundation – A Bangladesh based non-government funding organization.
-  Global Fund for Children- A USA based non-government Organization.
-  DFID- A UK based non-government organization

Acknowledgment:

SOHAY would like to express sincere thanks to all of its institutional and individual donors whose have contributed to SOHAY programme activities to change the lives of so many poor people. Without their kind support, we would not have been able to achieve what we did in 2013.

Photo Gallery of SOHAY Programme Activities:



Pre-primary Session in Urban Development Center



Group Education in Urban Development Center (UDC)



Part of Children are Shows Victory after Get Result JSC



Meeting with School Authority



SOHAY Organize meeting with local violence against women committee



Children are getting training on tailoring and embroidery



Supported Children participate inter school football competition



Smiling after get toy from SOHAY



Pre-primary children are display their gift



Women display SOHAY health card

Necessary Information ofSOHAY:

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