

## Financial Accountability

*How do you make your Audited Financial Statements accessible to other role-players?*

Through our AGM, which is advertised in the press. It is our belief that anybody can ask for a copy of the audited financial statements, as we are accountable to the public.

*What measures do you use for financial control?*

Two signatories on cheques, petty cash is counted and written up every time a handover occurs which is every day, cheque requisitions are done by persons separate to the person who authorises expenditure, authorisation is according to budget, Board get financial statements every month, accounting is done by bookkeeper and books are audited every year.

*How will you ensure that your organisation will be financially sustainable over the medium and long term?*

We have ensured financial sustainability since 1988 by controlling expenditure, fund raising in good time, reporting back regularly and being accountable and transparent to donors, maintaining good professional standards and ethics which show donors that their money will be spent effectively.

### *In addition*

We take steps to ensure that we comply with Section 38(1)(j) of the Public Finance Management Act, 1999 (Act 1 of 1999 as amended by Act 29 of 1999).

The following declaration is signed annually by all persons, management or staff members involved in:

approving or buying equipment, food, or any other items

signing cheques

accessing Internet banking

drawing cash for daily expenditure (petty cash)

receiving donations, equipment, food or other items

handing out food or other items

DECLARATION OF INTEREST

I, the undersigned, hereby make the following declaration:

I will not use my

- discretion
- official or non-official powers
- position within or outside the organisation

to benefit

- myself, or
- any other person known to me or the organisation, or
- any legal person,

to obtain an unlawful or unauthorized advantage during the

- requisitioning,
- consideration,
- acceptance, or
- allocation of tenders, quotations or any other

or an advantage that serves to unlawfully prejudice the interest of the organisation or any other person or legal person.

*How does management involve the staff members, community and beneficiaries in planning activities and the budget?*

**Activities:** Children participate in planning menus, shopping lists according to budgets, some activities and rules of project.

**Budget:** Staff members responsible for their sections of the work draw up their own budgets and submit for discussion to supervisor.

All budgets are always available for staff members to see, financial expenditure is reported to staff members if it goes over budget and staff member problem-solving engaged.