

**Shape Attitude Ghana Organisation**  
(A Company Limited by Guarantee)

Reports

&

Financial Statements  
December 31, 2018

B. OMANE-ANTWI CONSULT  
CHARTERED ACCOUNTANTS  
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**Shape Attitude Ghana Organisation**  
*(A Company Limited by Guarantee)*

**Reports and financial statements**  
For the year ended December 31, 2018

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# **Shape Attitude Ghana Organisation**

*(A Company Limited by Guarantee)*

## **Reports and financial statements** For the year ended December 31, 2018

### **General information**

#### **Executive council members**

Wonderful Baisie Gharthey  
David Essaw

#### **Secretary**

Amos Amamoo  
University of Education  
Winneba

#### **Registered office**

#. E3/2,  
Near Trauma Hospital  
Ntakorfam  
Winneba

#### **Auditors**

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

#### **Bankers**

GCB Bank Limited

## Reports and financial statements For the year ended December 31, 2018

### 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 31<sup>st</sup> December 2018, which discloses 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 established in 2014, is committed to enabling communities develop a culture of keeping their surroundings clean all the time. The Organisation has been working mainly in schools to address negative attitude in the hope that children in the basic schools will grow up with positive attitude towards sanitation and the environment in general.

A competition dubbed "Stay clean 2018" was launched in June 2018 on the celebration of the World Environment Day and the fourth anniversary of SHAPE Attitude Ghana. Monitoring of the competition revealed that the sensitisation and awareness campaign was going down well in the schools. More than fifty one percent of the schools in the competition scored sixty percent of the overall score. A significant success story was recorded from one school where the compound was litter free by all standards. In fact, the school had put all necessary measures in place to ensure there was no littering.

Radio Peace FM Station in Winneba continues to be a strong advocate of educational and sensitisation messages on sanitation to the public and this contributed immensely to the gains achieved so far.

The bill boards that were mounted in the last quarter of 2017 led to increased visibility of the Organisation and its awareness campaign on littering, open defecation and environmental protection.

Shape Attitude Ghana restricted its activities to schools without much direct engagement at the community level owing to limited resources. Nonetheless, discussions were held with heads of the fishing communities in Winneba and Apam with a view to undertaking activities in those communities with resources pledged by the Apam District Council and the Coast for Christ Ministries in Winneba.

Shape Attitude Ghana continues to engage various sanitation awareness groups in Winneba; particularly those in the University of Education, Winneba to undertake clean-up and sensitisation activities in various communities in Winneba and Apam.

SHAPE Attitude Ghana had an international exposure by sharing its experience on Q-TV, a Zambian Television Station based in Lusaka. Their challenges with plastic pollution in particular and attitudes of people and how to address them were among the issues discussed.

Collaboration with the National Service Secretariat continued where SHAPE Attitude Ghana was invited by the Secretariat to join them on their orientation of in-coming national service personnel. In the spirit of collaboration, the Secretariat granted the request of SHAPE Attitude Ghana and assigned one national service personnel to the office in October 2018 at no cost to SHAPE Attitude Ghana.

### 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 134 (5) of the Ghana Companies Act, 1963 (Act 179).

**By Order Of The Executive Council**

  
.....  
(Director)

Dated.....5-03-2019.....

  
.....  
(Director)

Dated.....5/03/2019.....

TIN: P0000479543

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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, 2018

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, 2018 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 risks 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 31<sup>st</sup> December 2018 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, 2018 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/2018/153)  
CHARTERED ACCOUNTANTS  
#.10, OTSWE STREET  
OSU AKO-ADJEI  
ACCRA

DATED.....29/03/2019.....

# Shape Attitude Ghana Organisation

(A Company Limited by Guarantee)

## Statement of operations for the year ended December 31, 2018

	Note	2018	2017
Revenue		GH¢	GH¢
Donations received		11,414	16,378
<b>Total revenue</b>		<b>11,414</b>	<b>16,378</b>
<b>Expenditure</b>			
Bank charges		200	635
Communication		-	690
Donations paid		-	654
Depreciation		413	413
Office rent		600	750
Office repairs		-	310
Publicity		-	530
Refreshment		341	-
Registration, permit & licence		1,749	730
Sensitization public bill boards		-	4,057
Stationery, printing and consumables		2,709	3,116
Transportation		3,780	3,367
Utilities		50	122
Auditors' remuneration		1,200	1,000
<b>Total expenditure</b>		<b>11,041</b>	<b>16,374</b>
<b>Excess/(Deficit) of revenue over expenditure transferred to accumulated fund</b>		<b>373</b>	<b>4</b>

## Accumulated fund account For the year ended December 31, 2018

	2018	2017
	GH¢	GH¢
Balance at January 01.	1,609	1,605
Excess/(Deficit) of revenue over expenditure transferred from statement of operations	373	4
<b>Balance at December 31.</b>	<b>1,982</b>	<b>1,609</b>




# Shape Attitude Ghana Organisation

(A Company Limited by Guarantee)

## Statement of financial position at December 31, 2018

Assets	Note	2018	2017
Non-current assets		GH¢	GH¢
Property, plant and equipment		<u>1,925</u>	<u>2,338</u>
<b>Current assets</b>			
Bank and cash balances	3	1,257	272
<b>Total assets</b>		<u><u>3,182</u></u>	<u><u>272</u></u>
<b>Liabilities and accumulated fund</b>			
<b>Current liabilities</b>			
Payables	4	1,200	1,000
<b>Total liabilities</b>		<u><u>1,200</u></u>	<u><u>1,000</u></u>
<b>Accumulated fund</b>			
Balance at December 31.		<u>1,982</u>	<u>1,609</u>
<b>Total liabilities and accumulated fund</b>		<u><u>3,182</u></u>	<u><u>2,609</u></u>

  
.....  
Director

  
.....  
Director

# Shape Attitude Ghana Organisation

(A Company Limited by Guarantee)

## Statement of cashflows for the ended December 31, 2018

	Note	2018	2017
		GH¢	GH¢
<b>Cashflow from operating activities</b>			
Excess of revenue over expenditure		373	4
Depreciation		413	413
Increase in accounts payables		200	[800]
<b>Net cash from operating activities</b>		<b>986</b>	<b>[384]</b>
<b>Cashflow from investing activities</b>			
Purchase of equipment		-	[2,750]
<b>Net increase in cash and cash equivalents</b>		<b>986</b>	<b>[3,134]</b>
<b>Cash and cash equivalents</b> at January 01.		272	3,405
at December 31.	5	<u>1,257</u>	<u>272</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, 2018

### 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 Ntakorfam 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%
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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, 2017. 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 : 18 GH¢	Additions GH¢	Disposals GH¢	Balance at 31 : 12 : 18 GH¢
Office furniture and equipment	2,750			2,750
Depreciation	Balance at 1 : 1 : 18 GH¢	Disposals GH¢	Charge GH¢	Balance at 31 : 12 : 18 GH¢
Office furniture and equipment	413		413	825
Carrying amount	Balance at 31 : 12 : 18 GH¢			Balance at 31 : 12 : 17 GH¢
Office furniture and equipment	1,925			2,338
		2018		2017
4 Bank and cash balances	GH¢	GH¢	GH¢	GH¢
Bank balances	1,060		272	
Cash balances	197	1,257	-	272
5 Accounts payable				
Expense creditors		1,200		1,000
6 Cash and cash equivalents			GH¢	GH¢
Cash on hand	197		-	
Cash at bank	1,060	1,257	272	272