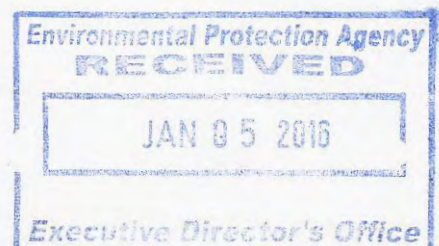


**AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS OF
THE ENVIRONMENTAL PROTECTION AGENCY/WILDLIFE DIVISION**

Dir., Adm / FO
PYA
R 2016-05

**FOR THE YEAR ENDED
31 DECEMBER 2014**

**AUDITORS: THE AUDIT OFFICE OF GUYANA
63 HIGH STREET
KINGSTON
GEORGETOWN
GUYANA**



AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS OF
THE ENVIRONMENTAL PROTECTION AGENCY/WILDLIFE DIVISION
FOR THE YEAR ENDED 31 DECEMBER 2014

TABLE OF CONTENTS

	<u>PAGE</u>
1. TRANSMITTAL LETTER	1
2. AUDITOR'S OPINION ON THE FINANCIAL STATEMENTS	2 - 3
3. FINANCIAL STATEMENTS	4 - 18
Statement of Financial Position	
Statement of Comprehensive Income	
Statement of Changes in Equity	
Statement of Cash Flow	
Notes to the Financial Statement	
4. MANAGEMENT LETTER	19 - 35



Audit Office of Guyana

P.O. Box 1002, 63 High Street, Kingston, Georgetown, Guyana

Tel: 592-225-7592, Fax: 592-226-7257, <http://www.audit.org.gy>

359/SL: 46/2/2015

31 December 2015

Dr. Indarjit Ramdass
Executive Director
Environmental Protection Agency,
Ministry of Public Works and Communication Building
Eastern Highway
Sophia
Georgetown.

Dear Dr. Ramdass,

RE: AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS
OF THE ENVIRONMENTAL PROTECTION AGENCY/WILDLIFE DIVISION
FOR THE YEAR ENDED 31 DECEMBER 2014

We wish to inform you that the audit of the above-mentioned Agency, has been completed. Accordingly, we are pleased to forward three copies of the audited financial statements together with the report of the Auditor General and the Management Letter thereon.

Should you need any clarification or explanation, please do not hesitate to let us know.

With kind regards.

Yours sincerely,





Audit Office of Guyana

P.O. Box 1002, 63 High Street, Kingston, Georgetown, Guyana

Tel: 592-225-7592, Fax: 592-226-7257, <http://www.audit.org.gy>

AG: 126/2015

31 December 2015

REPORT OF THE AUDITOR GENERAL
TO THE MEMBERS OF THE BOARD OF DIRECTORS
ON THE CONSOLIDATED FINANCIAL STATEMENTS OF
THE ENVIRONMENTAL PROTECTION AGENCY/WILDLIFE DIVISION
FOR THE YEAR ENDED 31 DECEMBER 2014

I have audited the accompanying consolidated financial statements of Environmental Protection Agency/Wildlife Division (EPA/WD), which comprise the consolidated statement of financial position as at 31 December 2014, the consolidated statement of income, consolidated statement of changes in equity and consolidated statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information. The audit was conducted in accordance with the Audit Act 2004.

Management's responsibility for the consolidated financial statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with International Financial Reporting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

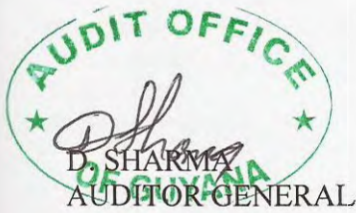
My responsibility is to express an opinion on these consolidated financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing issued by International Federation of Accountants (IFAC), and those of the International Organisation of Supreme Audit Institutions (INTOSAI). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated 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 the accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the consolidated financial statements give a true and fair view, in all material respects, of the financial position of Environmental Protection Agency/ Wildlife Division as at 31 December 2014, and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards and the requirements of the Environmental Protection Agency Act Chapter 20:05 of the Laws of Guyana.



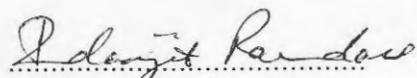
AUDIT OFFICE
OF GUYANA
AUDITOR GENERAL

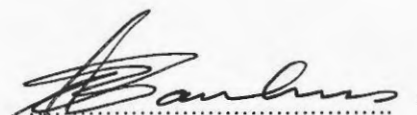
AUDIT OFFICE
63 HIGH STREET
KINGSTON
GEORGETOWN
GUYANA

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2014**

	Note	G \$	2014 G \$	2013 G \$
Non Current Asset				
Tangible Fixed Assets	11		42,306,792	24,874,422
Current Assets				
Receivables	12	11,751,424		15,115,786
Cash at Bank	10	727,931,682		210,820,318
Cash in Hand		155,193		1,421,213
Suspense Account		-		-
			<u>739,838,299</u>	<u>227,357,317</u>
Total Assets			<u><u>782,145,091</u></u>	<u><u>252,231,739</u></u>
Equity				
Government Contribution		31,666,325		18,761,221
Donations		4,717,833		4,717,833
Accumulated Surplus		<u>165,378,953</u>		<u>161,640,224</u>
			201,763,111	185,119,278
Non Current Liability				
Deferred Income	2f		2,510,875	3,766,313
Current Liability				
Suspense			-	1,003,614
Payables	13		<u>577,871,105</u>	<u>62,342,534</u>
Total Equity and Liability			<u><u>782,145,091</u></u>	<u><u>252,231,739</u></u>

The Financial Statements were approved by the Board of Directors on 20th November, 15 and signed on its behalf by:


Executive Director


Chairman

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED STATEMENT OF INCOME
FOR THE YEAR ENDED DECEMBER 31, 2014**

	Note	2014 G \$	2013 G \$
Income:			
Government Subvention	2c	206,250,000	196,718,681
Revenue from Operations	3	98,239,861	87,128,656
Miscellaneous Receipts	3	504,000	2,132,000
Deferred Income	2f	1,255,438	6,821,753
Other Income	3	54,590,485	6,361,483
Total Income		<u>360,839,784</u>	<u>299,162,573</u>
Less Expenses:			
Employment Costs	4	214,452,644	171,900,686
Materials, Equipment & Supplies	5	17,662,042	12,659,752
Maintenance of Building	6	11,083,366	15,304,014
Transport, Travel & Postage	7	19,531,226	16,142,548
Other Goods & Services	8	8,660,627	10,859,412
Other Operating Expenses	9	42,816,662	25,510,455
Training & Scholarships		4,084,994	4,010,038
Expenses Specific to Agency/Wildlife		11,385,184	10,701,136
Fuel & Lubricants		6,733,494	4,962,062
Utility Charges		5,438,660	4,035,703
Loss on writing off of Fixed Asset		825,538	-
Security		6,417,701	5,201,008
Depreciation		7,905,305	6,161,340
Total Expenses		<u>356,997,443</u>	<u>287,448,154</u>
Surplus		3,842,341	11,714,419
Withholding Tax		118,312	122,161
Net Surplus for the Year		<u><u>3,724,029</u></u>	<u><u>11,592,258</u></u>

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED DECEMBER 31, 2014**

	Government Contribution GS	Donations GS	Accumulated Surplus GS	Total GS
Balance at January 01, 2013	14,000,000	4,717,833	150,154,838	168,872,671
Prior Year Adjustment	-	-	(106,872)	(106,872)
Surplus for the year	<u>4,761,221</u>	<u>-</u>	<u>11,591,958</u>	<u>16,353,479</u>
Balance at December 31, 2013	<u>18,761,221</u>	<u>4,717,833</u>	<u>161,639,924</u>	<u>185,119,278</u>
Balance at January 01, 2014	18,761,221	4,717,833	161,639,924	185,118,978
Prior Year Adjustment	-	-	15,000	15,000
Surplus for the year	<u>12,905,104</u>	<u>-</u>	<u>3,724,029</u>	<u>16,629,133</u>
Balance at December 31, 2014	<u>31,666,325</u>	<u>4,717,833</u>	<u>165,378,953</u>	<u>201,763,111</u>

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2014**

	2014	2013
	G \$	G \$
Operating Surplus before Tax	3,842,341	11,714,419
Adjustments for:		
Depreciation	7,905,305	6,161,340
Loss on writing off of fixed asset	825,538	-
Writing off of suspense account	(1,003,914)	-
Prior Year Adjustment	15,000	(106,872)
Deferred Income	(1,255,438)	(6,821,753)
Receivables	3,364,362	(12,367,568)
Payables	515,528,571	(5,427,707)
Cash Generated from Operations	<u>529,221,766</u>	<u>(6,848,141)</u>
Taxation		
Withholding Tax Paid	(118,312)	(122,161)
Cash Flow From Investing Activity		
Purchase of Tangible Fixed Asset	(26,163,214)	(10,149,189)
Cash Flow From Financing Activity		
Receipt of capital contributions	<u>12,905,104</u>	<u>4,761,221</u>
Net Increase in Cash & Cash Equivalents	515,845,344	(12,358,271)
Cash and Cash Equivalents - January 01	<u>212,241,531</u>	<u>224,599,802</u>
Cash and Cash Equivalents - December 31	<u><u>728,086,875</u></u>	<u><u>212,241,531</u></u>
Analysis of Cash and Cash Equivalents - December 31		
Cash at Bank	727,931,682	210,820,318
Cash in Hand	155,193	1,421,213
	<u><u>728,086,875</u></u>	<u><u>212,241,531</u></u>

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

1 a) The Office of the President advised the EPA that Cabinet ruled:

- The Wildlife Unit be relocated.
- The Accounting function of the Wildlife Management Authority be done via the EPA's Accounting Mechanism/procedure and its Unit.
- Severance of all the Accounting Staff employed by the Wildlife Management Authority.

In keeping with this request, the Agency considered the options available accounts and have the Wildlife Management Authority transferred all funds available in its existing accounts to the EPA.

In this regard, two bank accounts were opened at the Bank of Nova Scotia (AC # 0111834 & 10021402).

The Wildlife Management Authority also handed over the statement for Bank of Baroda account # 95410300000241 which had a balance of \$14,047,151 as at June 23, 2009.

The Environmental Protection Agency became responsible for the Accounting Functions of the Wildlife Management Authority on July 14, 2009.

The Wildlife Division has responsibility for and is accountable for all transactions prior to this date.

Separate cashbooks are maintained for each bank account and requests for payment approved by the Head, Wildlife Division are submitted to the Agency for processing.

b) The Agency performs the following main activities:

- i. To effectively manage the natural environment so as to ensure conservation, protection and sustainable use of natural resources.
- ii. To prevent and control pollution.
- iii. To establish, monitor and enforce environmental regulations.
- iv. To promote public participation in the process of protecting the environment.
- v. To co-ordinate a national environmental education and public awareness programme.
- vi. To co-ordinate the activities of environmental management activities off all persons, organizations and agencies and to play a co-ordinating role in the preparation and implementation of cross sectoral programmes of environmental contents.

2 a) Summary of significant accounting policies

These Financial Statements have been prepared under the historical cost conventions as modified by the revaluation of fixed assets and in compliance with International Financial Reporting Standards (IFRS).

b) Tangible Fixed Assets

Depreciation is computed on a straight line basis at the following rates:

	EPA	Wild Life
Furniture and Fixtures	12.5%	10%
Office Equipment	20%	10%
Motor Vehicles	12.5%	10%

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

Note 2 cont'd

c) Government Subvention

The Agency received subventions from the Government of Guyana for the year ended December 31, 2014, totalling G\$ 219,250,000 (Capital, Subvention & Miscellaneous).

d) Application and Permit Fees

For the year ended December 31, 2014, EPA revenue received from environmental authorisations and permits issued to Developers amounted to G\$ 37,176,581
WildLife received an amount of G\$51,605,742.

e) Currency

Application and Permit Fees that are collected in US\$ and deposited into Bank of Nova Scotia G\$ Account #578-10. The Bank of Nova Scotia uses its daily buying rate to convert currency from US\$ to G\$ and the Agency uses the converted amount to record transactions in the receipt cash book.

f) Tangible Fixed Assets From Projects

Fixed Assets that the Agency's Benefited from under NCSA, IDB, Biosafety, CREP and FFI Projects were taken up into the accounting records based on the Net Book Value of G\$37,875,078 as at December 31, 2007. IAS 20 "Government Grants" was then applied.

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

3. Schedule of Income	EPA G \$	Wild Life G \$	Consolidation G \$	2013 G \$
<u>Revenue from Operations</u>				
Application Fees	6,290,733	18,300	6,309,033	5,063,288
Permit Fees	37,176,581	-	37,176,581	28,572,716
Registration of EIA Consultants	60,105	-	60,105	36,880
Fees & Royalties (Fish)	-	850,382	850,382	1,275,437
Fees & Royalties (Other)	-	49,804,760	49,804,760	49,622,335
Export Licence	-	950,000	950,000	1,050,000
Holding Station	-	950,000	950,000	950,000
Recovery Payments on Tags	-	2,139,000	2,139,000	558,000
	<u>43,527,419</u>	<u>54,712,442</u>	<u>98,239,861</u>	<u>87,128,656</u>
<u>Miscellaneous Receipts</u>				
Wildlife Management Authority	360,000	-	360,000	2,085,000
Sale of Tender Documents	144,000	-	144,000	47,000
	<u>504,000</u>	<u>-</u>	<u>504,000</u>	<u>2,132,000</u>
<u>Other Income</u>				
Feather Sample	-	-	-	1,000
Interest Received	170,640	423,019	593,659	610,983
Cancelled Permits	-	214,974	214,974	258,000
Blood Samples	-	158,000	158,000	53,000
Other Income	52,623,852	1,000,000	53,623,852	5,438,500
	<u>52,794,492</u>	<u>1,795,993</u>	<u>54,590,485</u>	<u>6,361,483</u>
4. Employment Costs				
Contracted Employees	185,580,922	28,871,722	214,452,644	160,386,107
Other Direct Labour Cost	-	-	-	3,979,661
National Insurance	-	-	-	7,534,918
	<u>185,580,922</u>	<u>28,871,722</u>	<u>214,452,644</u>	<u>171,900,686</u>
5. Materials, Equipment and Supplies				
Drugs & Medical Supplies	513,406	1,535	514,941	159,698
Field Materials & Supplies	4,252,094	-	4,252,094	3,814,328
Office Materials & Supplies	4,531,522	801,062	5,332,584	5,864,250
Print & Non Print Materials	6,950,454	611,969	7,562,423	2,821,476
	<u>16,247,476</u>	<u>1,414,566</u>	<u>17,662,042</u>	<u>12,659,752</u>
6. Maintenance of Building				
Maintenance of Building	4,343,457	788,476	5,131,933	2,089,869
Maintenance of Compound	5,482,427	-	5,482,427	12,402,749
Janitorial & Cleaning Supplies	379,131	89,875	469,006	811,396
	<u>10,205,015</u>	<u>878,351</u>	<u>11,083,366</u>	<u>15,304,014</u>

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

	EPA	Wild Life	Consolidation	2013
	G \$	G \$	G \$	G \$
7. Transport, Travel and Postage				
Local Travel & Subsistence	8,486,375	307,453	8,793,828	6,040,245
Overseas Conference & Official Visits	174,000	128,362	302,362	444,537
Postage, Telex & Cablegrams	386,846	8,300	395,146	378,000
Vehicle Spares & Services	9,196,438	843,452	10,039,890	9,279,766
	<u>18,243,659</u>	<u>1,287,567</u>	<u>19,531,226</u>	<u>16,142,548</u>
8. Other Goods and Services Purchased				
Equipment Maintenance	5,826,989	1,567,132	7,394,121	8,463,120
Cleaning & Exterminating Services	464,608	182,438	647,046	406,357
Other	619,460	-	619,460	1,989,935
	<u>6,911,057</u>	<u>1,749,570</u>	<u>8,660,627</u>	<u>10,859,412</u>
9. Other Operating Expenses				
National & Other events	10,320,012	697,678	11,017,690	8,510,264
Dietary	1,698,582	126,476	1,825,058	1,732,259
Refreshment & Meals	2,571,889	416,532	2,988,421	1,772,105
Other	21,232,700	5,752,793	26,985,493	13,495,827
	<u>35,823,183</u>	<u>6,993,479</u>	<u>42,816,662</u>	<u>25,510,455</u>
10. Bank Balances				
Bank of Nova Scotia Account #395-14	583,321,809		583,321,809	58,753,020
Bank of Nova Scotia Account #578-10	46,642,809		46,642,809	53,686,433
Republic Bank Account #483-187-1	9,380,658		9,380,658	9,337,114
Republic Bank Account #1231237	11,544,270		11,544,270	11,452,652
Cash at Bank 01118-34		4,995,057	4,995,057	3,793,641
Cash at Bank 10021402		56,738,377	56,738,377	58,580,659
Bank of Baroda 95410300000591		15,308,702	15,308,702	15,216,799
	<u>650,889,546</u>	<u>77,042,136</u>	<u>727,931,682</u>	<u>210,820,318</u>

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

11. Tangible Fixed Assets

	Furniture & Fixtures	Office Equipment	Motor Vehicles	Total
	G\$	G\$	G\$	G\$
Cost				
January 01	10,496,447	65,067,180	18,707,620	94,271,248
Additions	3,070,678	8,141,268	14,951,268	26,163,214
Disposal	(24,377)	(3,924,935)	(27,000)	(3,976,312)
Adjustments	-	-	-	-
December 31	13,542,748	69,283,513	33,631,888	116,458,150
Depreciation				
January 01	5,769,491	47,588,464	16,038,870	69,396,826
Disposal	(20,330)	(3,116,944)	(13,500)	(3,150,773)
Charged for the Year	1,298,006	5,496,569	1,110,730	7,905,305
Adjustments	-	-	-	-
December 31	7,047,168	49,968,090	17,136,100	74,151,358
Net Book Values				
December 31, 2013	4,726,956	17,478,716	2,668,750	24,874,422
December 31, 2014	6,495,581	19,315,424	16,495,788	42,306,792

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

12. Receivables	EPA	Wild Life	Consolidation	2013
	G\$	G\$	G\$	G\$
Wildlife Management Authority (Licence Fees)	1,409,391	-	1,409,391	3,219,245
Projects	8,440,113	341,504	8,781,617	11,712,980
Other Receivables	1,545,416	15,000	1,560,416	183,561
	<u>11,394,920</u>	<u>356,504</u>	<u>11,751,424</u>	<u>15,115,786</u>
13.				
Payables				
Unpresented Cheques	3,156,841	633,489	3,790,330	4,170,048
Projects	548,599,602	-	548,599,602	41,952,871
Other Payables	20,625,140	4,856,033	25,481,173	16,219,615
	<u>572,381,583</u>	<u>5,489,522</u>	<u>577,871,105</u>	<u>62,342,534</u>

**ENVIRONMENTAL PROTECTION AGENCY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2014**

14. Key Management Personnel

Name of Personnels	Designation	Total Remuneration G\$
<u>Environmental Protection Agency</u>		
Dr. Indarjit Ramdass	Executive Director	11,127,292
Mr. Dhanraj Persaud	Administrative Director	4,961,969
Ms. Sharifah Razack	Education, Information and Training Director	5,574,765
Mrs. Geeta Singh Espinosa Ubaldo	Environmental Management Permitting Director	4,961,969
Mr. Kemraj Parsram	Environmental Management Compliance Director	4,725,689
<u>Wildlife Management Division</u>		
Ms. Alona Sankar	Head of Wildlife	5,366,208

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED INCOME
FOR YEAR ENDED DECEMBER 31, 2014**

Particulars	EPA G\$	Wildlife G\$	Consolidation G\$	2013 G\$
Application Fee	6,290,733	18,300	6,309,033	5,063,288
Permit fees	37,176,581	-	37,176,581	28,572,716
Others	52,623,852	1,000,000	53,623,852	5,438,500
Registration of Eia Consultants	60,105	-	60,105	36,880
Government Subvention	206,250,000	-	206,250,000	196,718,681
Deferred Income	1,255,438	-	1,255,438	6,821,753
Sale of Tender Documents	144,000	-	144,000	47,000
Wildlife Management Authority	360,000	-	360,000	2,085,000
Interest Received	170,640	423,019	593,659	610,983
Fees & Royalties (Fish)	-	850,382	850,382	1,275,437
Fees & Royalties (Other)	-	49,804,760	49,804,760	49,622,335
Export Licence	-	950,000	950,000	1,050,000
Holding Station	-	950,000	950,000	950,000
Cancelled Permits	-	214,974	214,974	258,000
Recovery Payments on Tags	-	2,139,000	2,139,000	558,000
Blood Samples	-	158,000	158,000	53,000
Feather Samples	-	-	-	1,000
TOTAL	304,331,349	56,508,435	360,839,784	299,162,573

**ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2014**

Expenses	EPA GS	Wildlife GS	Consolidation GS	2013 GS
Security	5,134,161	1,283,540	6,417,701	5,201,008
Account # 106 (Contracted Employees)	185,580,922	28,871,722	214,452,644	160,386,107
Other Direct Labour Cost	-	-	-	3,979,661
Account # 204 National Insurance Employer	-	-	-	7,534,918
Account # 124 (Print & Non Print Materials)	6,950,454	611,969	7,562,423	2,821,476
Account # 131 (Fuel & Lubricants)	5,354,910	1,378,584	6,733,494	4,962,062
Account # 142 (Maintenance of Building)	4,343,457	788,476	5,131,933	2,089,869
Account # 143 (Janitorial & Cleaning Supplies)	379,131	89,875	469,006	811,396
Account # 191 (National & Other Events)	10,320,012	697,678	11,017,690	8,510,264
Account # 192 (Dietary)	1,698,582	126,476	1,825,058	1,732,259
Account #162 (Overseas Conference & Official Visit)	174,000	128,362	302,362	444,537
Account # 163 (postage Telex & Cablegrams)	386,846	8,300	395,146	378,000
Account # 111 (Expenses Specific to the Agency)Elect	9,108,148	2,277,036	11,385,184	10,701,136
Account # 121 (Drugs & Medical Supplies)	513,406	1,535	514,941	159,698
Account # 122 (Field Materials)	4,252,094	-	4,252,094	3,814,328
Account # 212 (Training & Scholarship)	2,662,136	1,422,858	4,084,994	4,010,038
Account # 123 (Office Materials & Supplies)	4,531,522	801,062	5,332,584	5,864,250
Account # 164 Vehicle Spares & Services)	9,196,438	843,452	10,039,890	9,279,766
Account # 194 (Others)	21,232,700	5,752,793	26,985,493	15,453,362
Account # 193 (Refreshment & Meals)	2,571,889	416,532	2,988,421	1,772,105
Account # 182 (Equipment Maintenance)	5,826,989	1,567,132	7,394,121	8,463,120
Account # 183 (Cleaning & Exterminating Services)	464,608	182,438	647,046	406,357
Account # 161 Local Travel & Subsistence)	8,486,375	307,453	8,793,828	6,040,245
Account # 171 Telephone Charges	4,372,294	627,574	4,999,868	3,995,703
Bank charges	-	-	-	32,400
Maintaninance of Compound	5,482,427	-	5,482,427	12,402,749
Withholding Tax	34,128	84,184	118,312	122,161
Depreciation	6,907,189	998,116	7,905,305	6,161,340
Water rates	351,034	87,758	438,792	40,000
Account # 165 (Other Goods and Services)	619,460	-	619,460	-
	306,935,312	49,354,905	356,290,217	287,570,315

ENVIRONMENTAL PROTECTION AGENCY
CONSOLIDATED TRIAL BALANCE FOR EPA AND WILDLIFE DIVISION
AS AT 31st DECEMBER 2014

Particulars	EPA		Wildlife		Consolidation	
	Debit	Credit	Debit	Credit	Debit	Credit
Bank A/c # 395-14(GOG Subvention)	583,321,809				583,321,809	-
Bank A/c # 578-10 (Trust Fund)	46,642,809				46,642,809	-
Republic Bank/EPA BCM a/c	9,380,658				9,380,658	-
Republic Bank Ac #1231237	11,544,270				11,544,270	-
Cash in Hand	120,784		34,409		155,193	-
Cash at Bank 01118-34			4,995,057		4,995,057	-
Cash at Bank 10020402			56,738,377		56,738,377	-
Bank of Baroda 95410300000241			15,308,702		15,308,702	-
Fixed Asset (Office Furniture & Fixtures)	11,326,298		2,216,450		13,542,748	-
Fixed Asset (Office Equipment)	64,192,583		5,090,930		69,283,513	-
Fixed Asset (Motor Vehicles)	16,881,788		16,750,100		33,631,888	-
Accumulated Depreciation (Office Furniture & Fixtures)		5,796,553		1,250,615	-	7,047,168
Accumulated Depreciation (Office Equipment)		46,923,874		3,044,215	-	49,968,089
Accumulated Depreciation (Motor Vehicles)		9,253,580		7,882,520	-	17,136,100
Depreciation (Office Furniture & Fixtures)	1,177,004		121,002		1,298,006	-
Depreciation (Office Equipment)	5,053,245		443,324		5,496,569	-
Depreciation (Motor Vehicles)	676,940		433,790		1,110,730	-
Accumulated Surplus		84,159,259		77,480,665	-	161,639,924
Prior Year Adjustment				15,000	-	15,000
Suspense					-	-
Payables(ACCRUALS)		571,013,282		5,489,522	-	576,502,804
Payable: GEF Project		1,257,055			-	1,257,055
Payable: Post Darwin Project		111,246			-	111,246
Receivable: Wildlife Management Authority	1,409,391				1,409,391	-
Receivable: (Other)	9,985,529		356,504		10,342,033	-
Security	5,134,161		1,283,540		6,417,701	-
Withholding Tax	34,128		84,184		118,312	-
Contracted Employees)	185,580,922		28,871,722		214,452,644	-
Other Direct Labour Cost	-				-	-
National Insurance Employer	-				-	-
Print & Non Print Materials)	6,950,454		611,969		7,562,423	-
Fuel & Lubricants)	5,354,910		1,378,584		6,733,494	-
Maintenance of Building)	4,343,457		788,476		5,131,933	-
Janitorial & Cleaning Supplies)	379,131		89,875		469,006	-
National & Other Events)	10,320,012		697,678		11,017,690	-
Dietary)	1,698,582		126,476		1,825,058	-
Overseas Conference & Official Visit)	174,000		128,362		302,362	-
Postage Telex & Cablegrams)	386,846		8,300		395,146	-
Expenses Specific to the Agency)	9,108,148		2,277,036		11,385,184	-
Drugs & Medical Supplies)	513,406		1,535		514,941	-
Training & Scholarship	2,662,136		1,422,858		4,084,994	-
Field Materials)	4,252,094		-		4,252,094	-
Office Materials & Supplies)	4,531,522		801,062		5,332,584	-
Vehicle Spares & Services)	9,196,438		843,452		10,039,890	-
Others)	21,232,700		5,615,656		26,848,356	-

(Refreshment & Meals)	2,571,889		416,532		2,988,421	
Equipment Maintenance)	5,826,989		1,567,132		7,394,121	-
(Cleaning & Exterminating Services)	464,608		182,438		647,046	-
Local Travel & Subsistence)	8,486,375		307,453		8,793,828	-
Telephone Charges	4,372,294		627,574		4,999,868	-
Bank Charges	-		137,137		137,137	-
Maintanance of Compound	5,482,427		-		5,482,427	-
Water rates	351,034		87,758		438,792	-
Loss on writing off of Fixed Asset	-		825,538		825,538	-
Other Goods and Services	619,460				619,460	-
Donation		4,717,833			-	4,717,833
Government contribution		18,761,221			-	18,761,221
Application Fee		6,290,733			-	6,290,733
Permit fees		37,176,581			-	37,176,581
Deferred Income (Project Assets) (Balance Sheet)		2,510,875			-	2,510,875
Deferred Income (Project Assets) (Income Statement)		1,255,438			-	1,255,438
Others		52,623,852		1,000,000	-	53,623,852
Registration of Eia Consultants		60,105			-	60,105
Government Subvention		206,250,000			-	206,250,000
Capital Revenue		12,905,104			-	12,905,104
Interest Recived from BCM & FD Account		170,640			-	170,640
Sale of Tender Documents		144,000			-	144,000
Wildlife Management Authority		360,000			-	360,000
Sale of Fixed Assets		-			-	-
Fees & Royalties (Fish)				850,382	-	850,382
Fees & Royalties (Other)				49,804,760	-	49,804,760
Export Licence				950,000	-	950,000
Holding Station				950,000	-	950,000
Cancelled Permits				214,974	-	214,974
Application Fees				18,300	-	18,300
Recovery Payments on Tags				2,139,000	-	2,139,000
Blood Samples				158,000	-	158,000
Bank Interest				423,019	-	423,019
Feather Samples					-	-
	1,061,741,231	1,061,741,231	151,670,972	151,670,972	1,213,412,203	1,213,412,203



Audit Office of Guyana

*P.O. Box 1002, 63 High Street, Kingston, Georgetown, Guyana
Tel: 592-225-7592, Fax: 592-226-7257, <http://www.audit.org.gy>*

358/SL: 46/2/2015

31 December 2015

Dr. Indarjit Ramdass
Executive Director
Environmental Protection Agency
Ministry of Public Works and Public Infrastructure Building
Eastern Highway
Sophia
Georgetown.

Dear Dr. Ramdass,

RE: AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS
OF THE ENVIRONMENTAL PROTECTION AGENCY/WILDLIFE DIVISION
FOR THE YEAR ENDED 31 DECEMBER 2014

Following the audit of the Consolidated Financial Statements of the Environmental Protection Agency/Wildlife Division (EPA/WD) for the year ended 31 December 2014. The findings hereunder were discussed with your Administrative Director and are now forwarded to you for appropriate action.

2. The audit was conducted in accordance with Generally Accepted Auditing Standards, including those of the International Organisation of Supreme Audit Institutions (INTOSAI) and the International Standards on Auditing, issued by the International Federation of Accountants (IFAC). These standards require that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free of material misstatements.

3. The main purpose of the audit was to express an opinion on the Consolidated Financial Statements and to evaluate the operations of the Environmental Protection Agency to ascertain whether:

- (i) The Consolidated Financial Statements have been properly prepared, in accordance with applicable law, and properly present the operations and affairs of the Environmental Protection Agency;
- (ii) The accounts have been faithfully and properly kept;

- (iii) The rules, procedures and internal management controls are sufficient to secure effective control on the assessment, collection, and proper allocation of revenue;
- (iv) All monies expended and charged to the accounts have been applied to the purpose or purposes for which they were intended; and
- (v) Essential records are maintained, and the internal management controls, rules and procedures established and applied are sufficient to safeguard the control of stores and other property.

FINDINGS AND RECOMMENDATIONS

A. Evaluation of Internal Controls

4. The evaluation of the system of accounting and internal controls of the Environmental Protection Agency was made a part of our examination of the financial statements of the Agency for the period under review. This was carried out under the following headings:-

- Organisation Structure
- Accuracy and reliability of accounting records; and
- Safeguarding of assets.

Organisation Structure

5. The Environmental Protection Agency is headed by a Board of Directors and managed by an Executive Director, who is assisted by an Inter-Agency Technical Committee and an Environmental Assessment Board and other support divisions. The Agency is funded by Government subventions from the Ministry of Natural Resources. For the year under review, total subvention of \$206.250M was received by the Agency.

The Wildlife Management Authority has a Head who has been in that position since her appointment in November 2004. She is assisted by an Administrative Officer and other support staff. The Wildlife Division is funded by the collection of revenue from fees and royalties, export licences and Holding Station. All the financial activities of the Division are managed by the Environmental Protection Agency.

Accuracy and Reliability of Accounting Records

6. During the year under review, EPA maintained all the necessary books of account. Further, the Agency prepared its financial records using the QuickBooks Accounting Software. The records of the Wildlife Division was kept and maintained by EPA. It was observed that the Division did not maintain a general ledger for the year under review.

Safeguarding of Assets

7. During the period under review assets were acquired by EPA for its operational use. The Fixed Assets Register are maintained and updated regularly. In summary, our evaluation of the system of internal controls revealed that there was proper segregation of duties and adequate supervisory checks, and as such, reliance were placed on the system of internal controls as a basis for preparing the financial statements.

B. Consolidated Statement of Financial Position

Non-Current Assets: \$42,306,792

8. The amount of \$42.306M was shown as tangible fixed assets for the year under review. This figure comprised of amounts totalling \$30.426M and \$11.880M for EPA and Wildlife Division respectively.

EPA \$30,426,662

- i. It was observed that there were numerous assets which were kept in a store room and other locations in the compound of the Agency; however, these assets were not in use and have been in the same position even though Management indicated in the last reporting period that "the Agency is taking the necessary steps to dispose of these assets."

Recommendation: The Audit Office again recommends that the Management of the Agency ensures that the necessary actions are taken as it relates to the obsolete assets.

Management's Response: This was not given priority in the past due to other important Agency plans. Management will initiate the process of disposing these assets.

- ii. As previously reported, physical verification of additions of fixed assets in 2011 revealed that one (1) GPS unit was missing. This matter was brought to your attention in my 2011 and 2012 reports.

Recommendation: The Audit Office recommends that the Management of the Agency take this matter to the Guyana Police Force so that the assets can be written off when investigations are completed. Other items were missing along with the GPS but were subsequently found and it is highly probable that the above GPS unit may also be retrieved.

Management's Response: The Guyana Police Force is already investigating the matter. Further steps will be taken when the investigation is complete. The Agency is also making the necessary efforts to locate the GPS.

- iii. It was observed that vehicle no. PHH 7648 was fully depreciated since 2012 but no revaluation was done, although the Agency still benefits from this vehicle. This matter was brought to your attention in my previous years' reports.

Recommendation: The Audit Office again recommends that the Management of the Agency ensures that the necessary action is taken as it relates to this motor vehicle.

Management's Response: IAS 16 states that if an asset was revalued, all the assets in that class be subject to revaluation. Management has not seen any material reason to revalue the entire class of vehicles and will make a decision on whether to revalue the class in 2015 if vehicle no. PHH 7648 is not disposed of.

Wildlife \$11,880,130

- iv. There were thirty nine assets totalling \$3.976M which was accounted for in the financial statement as disposals, however from observation it was evident that these items were still in various locations within the compound of the Division. In addition, two assets with acquisition value at \$4.672M were stated at zero net book value in the fixed asset schedule but were still in use by the Division. (see Appendix 1).

Recommendation: The Audit Office recommends that the Management of the Division take immediate steps to have these items valued by a certified valuator and the register updated accordingly.

Management's Response: These assets were just written off. The Wildlife Management Authority will commence the process of disposal.

Current Assets: \$739,838,299

9. The amount of \$739.838M was stated as current assets for the period under review. This figure includes amounts totalling \$662.405M for the EPA and the difference of \$77.433M for the Wildlife Division.

Cash at Bank EPA \$650,889,546

- i. The Audit Office sought to independently confirm the balances on the four accounts operated by the Agency. However, at the time of reporting, only one positive response amounting to \$9.381M was received. Nevertheless, the balances as recorded on the bank statements and bank reconciliation statements were used to verify these amounts;
- ii. Also, examination of the bank reconciliation statements for chequing and savings Account Nos. 395-14 and 578-10 revealed that there were thirty one cheques totalling \$1.055M and two cheques valued at \$303,709 respectively which had become stale dated as at 31 December 2014 (see Appendix 2); and
- iii. In addition, there are two Fixed Deposits accounts totalling \$20.925M which are controlled by the Agency. However, documents presented were not adequate enough to determine the purpose of the establishment of these accounts. An examination of the records for these accounts revealed that over a period of five years the only movements were in relation to interest and withholding taxes as shown below:

Names of Bank Accounts	2010	2011	2012	2013	2014
Republic Bank Fixed Deposit A/c.No - 483-187-1	9,137,431	9,222,020	9,294,107	9,337,114	9,380,658
Republic Bank-Fixed Deposit A/c.No 123-123-7	10,977,544	11,155,397	11,325,627	11,452,652	11,544,270

10. As a result, the accuracy, validity and completeness of the sum \$650.890M stated in the financial statements as cash at bank could not be determined.

Cash at Bank Wildlife \$77,042,136

- i. An examination of the bank reconciliation statement for Account No. 01118-34 revealed that there were seven stale dated cheques totalling \$25,000 which were listed as at 31 December, 2014 (see Appendix 3); and
- ii. The Audit Office sought to independently confirm the balances on the three accounts operated by the Division. However, at the time of reporting, only one positive response amounting to \$15.309M was received. Nevertheless, the balances as recorded on the bank statements and bank reconciliation statements were used to verify these amounts;
- iii. In addition, a Fixed Deposits account is controlled by the Division. However, documents presented were not adequate to determine the establishment and purpose of this account. An examination of the records for this account revealed that over a period of five years the only movements were in relation to interest and withholding taxes as shown below:

Name of Bank Account	2010	2011	2012	2013	2014
Bank of Baroda-Fixed Deposit A/c. No 9541-0300000591	14,628,354	14,915,591	15,125,449	15,216,799	15,308,702

11. As a result, the accuracy, validity and completeness of the sum \$77.042M stated in the financial statement as cash at bank could not be determined.

Recommendation: The Audit Office recommends that the Management of the Division take the necessary action to have the stale dated cheques written back to the cash book and seek to provide documentary evidence of the establishment and purpose of the Fixed Deposit accounts.

Management's Response: The Agency's account balances are valid, accurate and complete as the bank statements are available for verification and were also verified as stated above. The stale dated cheques represent valid payments for goods and services used by the Agency but not presented to the bank yet by the payees. The Agency will make the necessary decision to write back the cheques in 2015. The Agency's BCM Account #483-187-1 was approved by the Board of Directors in Year 2003 and Fixed Deposit Account # 123-123-7 in Year 2005. The Wildlife Division Fixed Deposit Account # 9541-0300000591 was approved by its Board in Year 2004. The Fixed Deposit account for Wildlife Division was opened in Year 2005 for the sole purpose of an interest bearing account. The Agency's Fixed Deposit accounts in keeping with the EPA Act were also opened for the purpose of interest bearing accounts and for the Agency's operational expenses whenever the Agency experiences financial constraints.

Current Liability: \$577,871,105

12. The amount of \$577.871M was shown as current liability for the year under review. This figure included amounts totalling \$572.382M for the Environmental Protection Agency and the difference of \$5.489M for the Wildlife Division.

EPA: \$572,381,583

13. Cabinet approved the transfer of \$600M by letter dated 15 January 2014, from the Guyana Geology & Mines Commission to the main account of the EPA. This sum is to be utilized for the strengthening of the Pick-It-Up Campaign which would be executed in Regions 2,3,4,5,6 and 10 by the National Drainage and Irrigation Authority through implementation of Litter Prevention Regulations and building Public-Private partnership. However, examination the cash book and other related records revealed the following:

- a. EPA expended the sum \$60.821M, on operational, administrative and capital expenditures for the period under review. Included in the \$60.821M is the sum of \$26M which was expended for the payment of EPA wages and salaries. For the period January to November 2015 an amount of \$2.333M was spent on the payment of a PBX system and production and editing of messages from EPA, resulting in a total of \$63.155M being expended at the time of reporting;
- b. On the 30 December 2014, an amount of \$20.00M was transferred to Wildlife Division. During the period under review, the sum of \$1.236M was spent and for the period January to November 2015 the sum of \$16.608M was expended on administrative and operational expenses, resulting in a total of \$17.844M being expended at the time of reporting; and
- c. From the sum of \$600M received, a balance of \$519M remained as at 31 December 2014.

Recommendation: The Audit Office recommends that the Management of the Agency take the necessary actions to have the sum in question utilized for the purpose intended.

Management's Response: Management acknowledges this recommendation. This will be addressed in 2015. Moreover, this money was transferred to EPA for the implementation of Litter Regulation as part of the Pick-it-Up Programme.

C. Consolidated Statement of Comprehensive Income

Income: \$360,839,784

14. The amount of \$360.839M was shown as Income for the year under review. This figure included amounts totalling \$304.331M for the Environmental Protection Agency and the difference of \$56.508M for the Wildlife Division.

Wildlife: \$56,508,435

15. Monies received were not deposited on a timely basis. Samples of verification of deposits revealed that in forty two instances amounts received totalling \$7.276M were deposited late on an average of seventeen days (see Appendix 4). This situation created opportunities that could have led to the perpetration of irregularities without prompt detection. As a result, there is an increased risk of losses, daily bank balances will not be up-to-date and cheques with bank errors will not be identified in a timely manner.

Recommendation: The Audit Office again recommends that the Management of the Division ensure that deposits of revenue are done on a timely basis to avoid the perpetration of irregularities without early detection.

Management's Response: The Agency deposit of cash is based on the cash balance; most of the Agency's receipts are cheques. Necessary steps will be made to make deposit on a more regular basis.

Expenditure: \$356,997,443

16. The amount of \$356.997M was shown as Expenditure for the year under review. This figure included amounts totalling \$306.901M for the Environmental Protection Agency and the difference of \$50.096M for the Wildlife Division.

EPA: \$306,901,184

17. It was observed that a contract dated 2 January 2014, was entered for rendering of Legal Services, and amounts totalling \$7.2M were paid to the contractor, as at 31 December 2014. However, approval by the National Procurement & Tender Administration Board (NPTAB) was not presented for audit examination (see Appendix 5).

Recommendation: The Audit Office recommends that the Management of the Agency take immediate action to conform to the statutory and regulatory requirements as they relate to the contracting for goods and services.

Management's Response: Management will ensure that correct procurement procedures are followed.

18. Amounts totalling \$1.536M were paid as stipend to two individuals for the period reviewed. However, EPA has not benefitted from services or other works provided by these individuals since, according to audit verification, these employees were stationed at the Ministry of Natural Resources and Environment (MNRE). In addition, no personal files were maintained for the two said individuals.

Recommendation: The Audit Office recommends that the Management of the Agency review the present situation with a view of making the necessary adjustment.

Management's Response: These staff performed duties for litter prevention while being stationed at the Ministry of Natural Resources & the Environment. Additionally, the Agency has stopped such payments effective May 2015.

Wildlife \$50,096,259

19. Amounts totalling \$1.385M were paid as salaries to two individuals for the period under review. However, Wildlife has not benefitted from services or other works provided by these individuals since it was verified as stationed at the Ministry of Natural Resources and Environment (MNRE). In addition, personal files are not maintained for the two said individuals.

Recommendation: The Audit Office again recommends that the Management of the Division review the present situation with a view of making the necessary adjustment.

Management's Response: Management acknowledges will make the necessary efforts to resolve the issue with the MNRE.

D. Other Matters

20. Other matters for the EPA and the Wildlife Division were examined for the year under review and the following observations were made:

Wildlife

- i. The required stores forms and documents (purchase requisitions, bin cards and goods received book) were not maintained for the year under review. This practice is not in compliance with Stores Regulations 1993.

Recommendation: The Audit Office recommends that the Management of the Division put systems in place to ensure compliance with Stores Regulations 1993.

Management's Response: Memo forms are used as purchase requisitions, stock ledger records purchases and issues.

- ii. A General Ledger which is a critical record for the preparation of the financial statements was not maintained by the Division for the period under review. This matter was raised in my previous reports.

Recommendation: The Audit Office again recommends that the Management of the Division put systems in place to ensure that a general ledger is introduced and maintained.

Management's Response: Management acknowledges this recommendation.

E. General

21. The Audit Office wishes to express its sincere appreciation for the cooperation given to its officers during the course of the audit. In keeping with the Audit Office's policies, a reply is expected within fifteen (15) days of the receipt of this letter.

Yours sincerely,



T. Pyle
Audit Manager
for Auditor General

APPENDIX I

Assets written off for 2014 but were not disposed of:

No.	Date of Acquisition	Equipment	Cost \$
1	23/09/2002	One Xerox Photocopier WC PRO 412	410,000
2	12/09/2003	One Stand Fan	4,500
3-4	19/08/2004	Two Stand Fans	9,000
5	04/10/2004	One Hot & Cold Water Dispenser (Water Cooler)	39,699
6	04/11/2004	One Digital Camera	39,780
7	10/05/2005	One Heavy Duty Fan	4,500
8	29/09/2005	One Fan	4,500
9-10	28/11/2005	Two Split a/c Unit (BTU 12,000)	224,000
11	28/11/2005	One Split a/c Unit (BTU 48,000)	338,000
12	12/05/2006	One Caller ID	2,000
13	24/09/2007	One HP D 2360 Desk Jet Printer	15,900
14	21/04/2008	One Digital Camera	53,286
15-16	28/04/2008	Two Fans	10,000
17	05/11/2012	48000 BTU AC Unit	458,200
18	12/12/2002	One Dell Computer with HP Desk Jet Printer 990	436,000
19		Pro Series PW 3115 - 650 VA 120V UPS	
20	20/05/2003	One Antiglare Screen	1,970
21-22	30/12/2003	Two Dell Desk Top Computers	817,800
23	30/06/2004	Computer Accessories	42,500
24	16/11/2004	One Desk Top Computer	295,800
25	03/08/2006	UPS and Inverter	486,500
26	19/08/2008	One 750 Watt UPS	32,000
27	29/10/2003	One Sentry Safe	100,000
28	03/01/2006	Tools (Spade, Shovel)	7,100
29	03/01/2006	One Combination Safe	60,000
30	28/02/2007	One Digicel Cell Phone	3,364
31	19/03/2007	One Pager	25,288
32	10/12/2007	One JWIN Land Line Phone	3,248
Total			3,924,935

No.	Date of Acquisition	Motor Vehicle	Cost \$
33	15/02/2008	One Tool Kit (25pc)	27,000
Total			27,000

No.	Date of Acquisition	Fixture & Fittings	Cost \$
34	0/03/2003	One 400 gal. Water Tank	12,500
35	07/12/2006	One Long Boots and Torchlight	2,645
36	20/12/2006	One Torchlight	2,495
37	21/12/2006	One Pair Long Boots	1,895
38-39	25/05/2007	Two Pairs Long Boots	4,842
Total			24,377
Grand Total			3,976,312

List of Fixed Assets that have not been revalued in 2014 but still in use:

No.	Date of Acquisition	Asset Description	Category	Cost \$
1	05/09/2002	One (1) Two Ton Spilt A/c Unit	Office Equipment	260,000
2	17/12/2002	1 Toyota Hilux Pick Up 4x4 Double Cab (PHH 7621)	Motor Vehicles	4,412,200
Total				4,672,200

APPENDIX 2

Bank of Nova Scotia Account # 395-14
List of Stale Dated Cheques as at 31/12/2014

#	Date	Cheque #	Payee	Amount
1	07/02/2013	17559	Arun Richard	5,000
2	07/31/2013	17689	Arun Richard	5,000
3	08/21/2013	17773	Denise Simmons	75,000
4	08/26/2013	17792	Trevor Rose	14,000
5	08/28/2013	17799	Author Luk Jack	615,825
6	09/04/2013	17815	Arun Richard	5,000
7	10/03/2013	17940	Arun Richard	5,000
8	11/13/2013	18068	Mohamed Arafat	5,000
9	11/13/2013	18064	Arun Richard	5,000
10	11/13/2013	18067	Ann Geer	5,000
11	11/28/2013	18140	Bhagwans /Shoppe	79,287
12	12/05/2013	18163	Vaughn Felix	5,000
13	12/05/2013	18164	Arun Richard	5,000
14	12/05/2013	18166	Lionel Wordsworth	5,000
15	12/05/2013	18168	Mohamed Arafat	5,000
16	12/31/2013	18387	A1	40,000
17	01/21/2014	18453	V. Benn	28,000
18	01/27/2014	18478	Mohamed Arafat	5,000
19	02/07/2014	18523	Mohamed Arafat	5,000
20	02/13/2014	18536	ABCS Inc	37,144
21	03/06/2014	18599	Mohamed Arafat	5,000
22	04/03/2014	18690	Ronald Webster	7,000
23	04/03/2014	18697	Mohamed Arafat	5,000
24	04/15/2014	18735	Just Sports Products	40,000
25	05/06/2014	18813	Lionel Wordsworth	5,000
26	05/06/2014	18814	Jagdesb Singh	5,000
27	05/06/2014	18817	Mohamed Arafat	5,000
28	06/09/2014	18953	Mohamed Arafat	5,000
29	06/09/2014	18950	Jagdesb Singh	5,000
30	06/09/2014	18944	C. Foo	3,583
31	06/23/2014	19044	Michella Abraham Ali	15,000
Total				1,054,839

Bank of Nova Scotia Account # 578-10
List of Stale Dated Cheques as at 31/12/2014

#	Date	Cheque #	Payee	Amount
1	1/13/2014	1127	Laparkan Freight Services	11,389.00
2	28-Mar	1143	Regal Stationery	292,320.00
Total				303,709.00
Total for the 2 Accounts				1,358,548.00

APPENDIX 3

Bank of Nova Scotia Account No. 01118-34
List of Stale Dated Cheques as at 31 December 2014:

Date	Cheque #	Name	Particulars	Amount \$
12/02/2014	2097	C. Holder	WMA Board Member Fee for January, 2014	4,000
12/02/2014	2100	K. Pilgrim	WMA Board Member Fee for January, 2014	3,000
12/02/2014	2101	D. Singh	WMA Board Member Fee for January, 2014	3,000
02/04/2014	2140	D. Singh	WSA Director Fee for February, 2014	3,000
30/05/2014	2184	L. Wills	WSA Director Fee for February, 2014	4,000
30/05/2014	2186	C. Holder	WSA Director Fee for February, 2014	4,000
10/06/2014	2195	P.Clint Holder	WSA Director Fee for May, 2014	4,000
Total				25,000

APPENDIX 4

There were forty two instances where monies received were not deposited on a timely basis:

No.	Date	Receipt No.	Received From	Particulars	Amount \$	Total Deposited	Date Deposited	No. Of Days Late
1	02/01/2014	12136	Nizam Hussain	Roll Over Extra	95,660	1,345,660	08/01/2014	4
2	02/01/2014	12137	Lester Patior	Holding Station, Commercial and Exportation License	150,000			4
3	03/01/2014	12140	Rajendra Ramroop	Holding Station, Commercial and Exportation License	150,000			3
4	10/01/2014	12154	Bibi Shahida Esahack	Holding Station, Commercial and Exportation License	150,000	2,371,717	31/01/2014	19
5	16/01/2014	12162	Wildlife International Exporter	Cites and Non-Cites Permits	100,531			13
6	21/01/2014	12167	Tropical Flora & Fauna Inc	Cites and Non-Cites Permits	96,338			9
7	21/01/2014	12169	Eugene Nardin	Cites Permit - 10,000 Caiman Tags	620,000			9
8	23/01/2014	12173	Nizam Hussain	Holding Station, Commercial and Exportation License	150,000			6
9	23/01/2014	12174	Lykecia Abrams	Holding Station, Commercial and Exportation License	150,000			6
10	23/01/2014	12175	Anand Singh	Holding Station, Commercial and Exportation License	150,000			6
11	27/01/2014	12176	Mohamed Ali	Cites and Non-Cites Permits	91,575			3
12	31/01/2014	12183	Carmen Low	Cites Permit	114,593	2,342,390	10/02/2014	9
13	31/01/2014	12184	Tropical Flora & Fauna Inc	Cites Permits	100,031			9
Total					2,118,728	6,059,767		100

APPENDIX 4 (Cont'd)

There were forty two instances where monies received were not deposited on a timely basis:

No.	Date	Receipt No.	Received From	Particulars	Amount \$	Total Deposited	Date Deposited	No. Of Days Late		
14	01/06/2014	12377	Allan Fung-A-Fat	Cites and Non-Cites Permits	22,137	8,307,191	17/07/2014	44		
15	02/06/2014	12378	Ram Sukhu	Fish Permits	32,656			43		
16	03/06/2014	12381	Wildlife International Exporter	Cites Permit	39,648			42		
17	10/06/2014	12385	Shahida Esahack	Non-Cites Permit	30,975			35		
18	10/06/2014	12386	Lester Patoir	Cites Permit	202,205			35		
19	10/06/2014	12387	Animal Farm Guyana Zoo	Cites and Non-Cites Permits	37,748			35		
20	12/06/2014	12395	Lester Patoir	Cites and Non-Cites Permits	69,425			33		
21	12/06/2014	12396	Akhtar Hussain	1st 50% Payment for Application (or Extras)	59,059			33		
22	16/06/2014	12398	Animal Farm Guyana Zoo	2nd 50% Payment on Cites Permits	315,532			29		
23	19/06/2014	12399	Carmen Low	2nd 50% Payment on Cites Permits	556,683			26		
24	20/06/2014	12400	Tropical Flora & Fauna	Cites Permit	72,275			25		
25	24/06/2014	12403	Lester Patoir	2nd 50% Payment on Cites Permit	289,182			21		
26	26/06/2014	12406	Tropical Flora & Fauna	2nd 50% Payment on Cites and Non-Cites Permits	1,078,279			19		
27	27/06/2014	12407	Eugene Nardin	Non-Cites Permit	30,975			18		
28	30/06/2014	12410	Animal Farm Guyana Zoo	2nd 50% Payment on Cites Permit	318,918			15		
Total					3,155,697			8,307,191		453

APPENDIX 4 (Cont'd)

There were forty two instances where monies received were not deposited on a timely basis:

No.	Date	Receipt No.	Received From	Particulars	Amount \$	Total Deposited	Date Deposited	No. Of Days Late
29	01/12/2014	12703	A. Singh	Cites Permit	36,344	2,957,519	08/12/2014	6
30	01/12/2014	12704	Tropical Flora and Fauna	Cites Permits	299,838			6
31	01/12/2014	12705	Ram Sukhu	Fish Permits	26,477			6
32	01/12/2014	12706	Lykecia Abrams	Cites and Non-Cites Permits	31,595			6
33	02/12/2014	12707	Lester Patoir	Cites Permits	308,181			6
34	03/12/2014	12708	Animal Farm Guyana Zoo	Cites Permit	229,463			5
35	04/12/2014	12713	Carmen Low	2nd 50% Payment on Cites and Non-Cites Permits	51,171			4
36	09/12/2014	12717	Allan Fung-A-Fat	Cites Permits	79,296	1,074,183	30/12/2014	20
37	09/12/2014	12718	Tropical Flora and Fauna	2nd 50% Payment on Cites and Non-Cites Permits	90,633			20
38	09/12/2014	12720	Ram Sukhu	Fish Permit	22,064			20
39	09/12/2014	12721	Ram Sukhu	Cites Permits	264,072			20
40	10/12/2014	12725	Andrew Snyder	Cites Permits	100,000			19
41	15/12/2014	12728	Animal Farm Guyana Zoo	Cites Permit	439,597			14
42	17/12/2014	12729	Carmen Low	Cites Permit	23,169			12
Total					2,001,900	4,031,702		164

Total - 717/42 = Average 17 Days

Total Receipts - \$7,276,325

Appendix 5

Cheque #	Payee	Particulars		Amount \$
018635	Jaya Manikchand	Payment for legal representative in Court	1500 · Main Account	1,800,000
019579	Jaya Manikchand	Legal fees for Court Matters	1500 · Main Account	1,800,000
19792	Jaya Manikchand	Preparation of originating summons & application for intermin injunctions for six cases under the EPA	1500 · Main Account	3,600,000
Total				7,200,000