



**Grant Thornton**

Neuhaus

**INSTITUTE FOR PUBLIC POLICY RESEARCH**

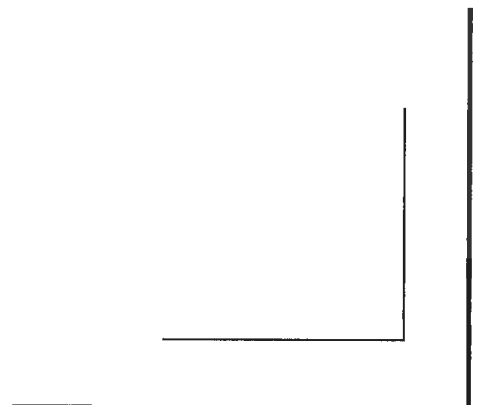
**(Non-Profit Association Incorporated**

**Under Section 21)**

**REGISTRATION NUMBER 21/2000/468**

**ANNUAL FINANCIAL STATEMENTS**

**28 FEBRUARY 2017**



**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**ANNUAL FINANCIAL STATEMENTS**

**28 FEBRUARY 2017**

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**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**GENERAL INFORMATION**

**28 FEBRUARY 2017**

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COUNTRY OF INCORPORATION	Namibia
COMPANY REGISTRATION NUMBER	21/2000/468
BOARD OF DIRECTORS	M M C Koep D Motinga G Hopwood N H Nghipondoka Robiati J Ellis M N Humavindu
REGISTERED ADDRESS	12 <sup>th</sup> Floor, Sanlam Centre 145-157 Independence Avenue P O Box 2558 Windhoek Namibia 11001
BUSINESS AND POSTAL ADDRESS	70-72 Dr Frans Indongo Street P O Box 6566 Ausspannplatz Windhoek Namibia 12001
BANKERS	Standard Bank Namibia Limited
AUDITOR	Grant Thornton Neuhaus

**STATEMENT OF RESPONSIBILITIES AND APPROVAL**

**28 FEBRUARY 2017**

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The Board of Directors is required by the Companies Act of Namibia to maintain adequate accounting records and is responsible for the content and integrity of the financial statements and related financial information included in this report. It is the responsibility of the Board of Directors to ensure that the financial statements fairly present the state of affairs of the association as at 28 February 2017 and the results of its operations and cash flows for the year then ended, in conformity with IFRS for SMEs. The external auditors are engaged to express an independent opinion on the financial statements.

The financial statements are prepared in accordance with IFRS for SMEs and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The Board of Directors acknowledges that it is ultimately responsible for the system of internal financial control established by the association and place considerable importance on maintaining a strong control environment. To enable the Board of Directors to meet these responsibilities, it sets standards for internal control aimed at reducing the risk of error or loss in a cost-effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the association and all employees are required to maintain the highest ethical standards in ensuring the association's business is conducted in a manner that in all reasonable circumstances is above reproach.


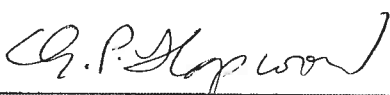
The focus of risk management in the association is on identifying, assessing, managing and monitoring all known forms of risk across the association. While operating risk cannot be fully eliminated, the association endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The Board of Directors is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The Board of Directors has reviewed the association's cash-flow forecast for the year to 28 February 2018 and, in the light of this review and the current financial position, the board is satisfied that the association has or had access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently reviewing and reporting on the association's financial statements. The financial statements have been examined by the association's external auditors and their report is presented on pages 4 to 5.

The financial statements, set out on pages 6 to 15, which have been prepared on the going-concern basis, were approved by the Board of Directors on 30 November 2018 and are signed on its behalf by:

  
\_\_\_\_\_  
DIRECTOR  
\_\_\_\_\_  
DIRECTOR

WINDHOEK



# Grant Thornton

Neuhaus

## INDEPENDENT AUDITOR'S REPORT

### TO THE BOARD OF DIRECTORS OF THE

### INSTITUTE FOR PUBLIC POLICY RESEARCH (Non-Profit Association Incorporated Under Section 21)

12<sup>th</sup> Floor  
Sanlam Centre  
Independence Avenue  
P O Box 2558  
Windhoek  
Namibia  
11001

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F (+264-61) 227879  
E angela.pretorius@na.gt.com

#### Opinion

We have audited the financial statements of the Institute for Public Policy Research (Non-Profit Association Incorporated Under Section 21), set out on pages 7 to 15, which comprise the statement of financial position as at 28 February 2017, and the statements of profit or loss and cash flows for the year then ended, and the notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the association as at 28 February 2017, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SMEs) and the requirements of the Companies Act of Namibia.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (ISA). Our responsibilities under these standards are further described in the "Auditor's responsibilities for the audit of the financial statements" section of our report. We are independent of the association in accordance with the independence requirements applicable to performing audits of financial statements in Namibia which is consistent with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (Parts A and B). We have fulfilled our other ethical responsibilities in accordance with the ethical requirements applicable to performing audits in Namibia. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Other information

The Board of Directors is responsible for the other information, which comprises the "Report of the Board of Directors" as set out on page 6.

Our opinion on the financial statements does not cover the other information and we do not express an audit opinion or any form of assurance or conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information that we obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### Responsibilities of the Board of Directors for the financial statements

The Board of Directors is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards for Small and Medium-sized Entities and the requirements of the Companies Act of Namibia, and for such internal control as the Board of Directors determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Directors is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to the going concern and using the going-concern basis of accounting unless the Board of Directors either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Contd/. . .

#### Partners:

Thomas Newton (Managing)  
André N Welzig  
Reho A Maartens  
Erwin C Scriba

Heimo A Koch  
Uwe E Selck  
Ndapandula J Tshitayi  
Coreen Crous

Chartered Accountants – Practice no. 9401  
Member firm of Grant Thornton International Ltd

**INDEPENDENT AUDITOR'S REPORT (Contd)**

**28 FEBRUARY 2017**

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**Auditor's responsibilities for the audit of the financial statements**

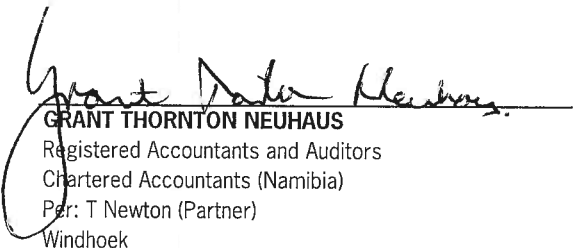
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with International Standards on Auditing, we exercise professional judgement and maintain professional scepticism throughout the audit. We also -

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.
- Conclude on the appropriateness of the use of the going-concern basis of accounting by the Board of Directors and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the association or business activities of the association to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion.

We communicate with the Board of Directors regarding, amongst other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the Board of Directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with the board all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.



**GRANT THORNTON NEUHAUS**  
Registered Accountants and Auditors  
Chartered Accountants (Namibia)  
Per: T Newton (Partner)  
Windhoek

30 November 2018

**REPORT OF THE BOARD OF DIRECTORS**

**28 FEBRUARY 2017**

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The Board of Directors herewith present its annual report, which forms part of the audited financial statements of the association for the year ended 28 February 2017.

**GENERAL**

The company is a not-for-profit organisation with a mission to deliver independent, analytical, critical yet constructive research on social, political and economic issues, which affect development in Namibia. The IPPR has been established in the belief that development is best promoted through free and critical debate informed by quality research.

The company is independent of Government, political parties, business, trade unions and other interest groups and is governed by a board of seven directors from different areas of Namibian society. The company is mainly grant funded, but also undertakes paid research on public policy issues provided independent conclusions can be reached and made available to the public.

The work of the IPPR is divided into three core **programmes** so that issues can be examined on an ongoing basis:

- Democracy and Governance Research Programme
- Public Opinion Programme
- Public Policy Analysis Programme

**STATE OF AFFAIRS AND RESULTS**

All matters material to the appreciation of the state of the association's affairs and results are disclosed in the financial statements and do not require further comment or explanation.

The results are attributable to the main activity of the association.

**BOARD OF DIRECTORS**

The Board of Directors at the end of the financial year and at the date of this report is as stated under General Information on page 2.

**EVENTS SUBSEQUENT TO THE YEAR-END**

The Board of Directors is not aware of any matter or circumstance arising since the end of the financial year, not otherwise dealt with in the financial statements, which significantly affects the financial position of the association or the results of its operations.

WINDHOEK  
30 November 2018

**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**STATEMENT OF FINANCIAL POSITION**

**AS AT 28 FEBRUARY 2017**

	<b>Notes</b>	<b>2017 N\$</b>	<b>2016 N\$</b>
<b>ASSETS</b>			
<b>Non-current assets</b>			
Plant and equipment	2	17 901	-
<b>Current assets</b>			
Trade and other receivables	3	81 322	89 516
Cash and cash equivalents	4	2 761 236	885 084
<b>TOTAL ASSETS</b>		<u>2 860 459</u>	<u>974 600</u>
<b>EQUITY AND LIABILITIES</b>			
<b>Accumulated funds</b>			
Balance at 1 March		920 074	1 731 069
Surplus/(Deficit) for the year		1 865 903	(810 995)
<b>Current liabilities</b>			
Trade and other payables	5	<u>74 482</u>	<u>54 526</u>
<b>TOTAL EQUITY AND LIABILITIES</b>		<u>2 860 459</u>	<u>974 600</u>



**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**STATEMENT OF PROFIT OR LOSS**

**FOR THE YEAR ENDED 28 FEBRUARY 2017**

	Notes	2017 N\$	2016 N\$
<b>INCOME</b>		4 559 904	2 048 230
Funding received	7	4 498 274	2 044 480
Book sales		-	3 750
Sundry income		61 630	-
<b>EXPENDITURE</b>		(2 694 001)	(2 859 225)
Administrative and project expenses:			
- Core account	8.1	554 003	346 760
- Finland	8.2	1 165 221	680 580
- Project One	8.3	546 829	280 421
- Governance	8.4	403 931	403 255
- European Union	8.5	24 017	1 148 209
<b>SURPLUS/(DEFICIT) for the year</b>		1 865 903	(810 995)
OPENING ACCUMULATED FUNDS		920 074	1 731 069
CLOSING ACCUMULATED FUNDS		2 785 977	920 074

**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 28 FEBRUARY 2017**

	<b>Note</b>	<b>2017 N\$</b>	<b>2016 N\$</b>
<b>Operating activities</b>			
Cash receipts from donors and others		4 568 098	2 018 663
Cash paid to suppliers and employees		(2 673 103)	(2 857 285)
Cash generated from/(utilised by) operations	A	1 894 995	(838 622)
<b>Investing activities</b>			
Plant and equipment acquired		(18 843)	-
<b>Net movement in cash and cash equivalents</b>		<b>1 876 152</b>	<b>(838 622)</b>
<b>Change in cash and cash equivalents</b>			
Balance at beginning of the year		885 084	1 723 706
Net movement		1 876 152	(838 622)
Balance at end of the year		2 761 236	885 084
<b>The balance comprises:</b>			
Cash at bank		2 761 236	878 727
Petty cash		-	6 357
		2 761 236	885 084

**NOTE A**

**Reconciliation of surplus/(deficit) for the year to cash generated from/(utilised by) operations**

Surplus/(Deficit) for the year	1 865 903	(810 995)
Adjusted for:		
• Depreciation	942	-
Operating surplus/(deficit) before working capital changes	1 866 845	(810 995)
Working capital changes:		
• Decrease/(Increase) in receivables	8 194	(29 567)
• Increase in payables	19 956	1 940
Cash generated from/(utilised by) operations	1 894 995	(838 622)

**NOTES TO THE FINANCIAL STATEMENTS**

**28 FEBRUARY 2017**

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**1. BASIS OF PREPARATION AND ACCOUNTING POLICIES**

The financial statements of the association for the year ended 28 February 2017 have been prepared in accordance with International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SMEs) issued by the International Accounting Standards Board (IASB) and in the manner required by the Companies Act of Namibia. These financial statements are presented in Namibia Dollar.

The principal accounting policies that have been used in the preparation of these financial statements are summarised below.

**1.1 Significant accounting judgements, estimates and assumptions**

When preparing the financial statements, management makes a number of judgments, estimates and assumptions about recognition and measurement of assets, liabilities, income and expenses. The actual outcomes may differ.

The estimates considered most significant are discussed below.

- Provision for impairment of trade receivables

This provision is calculated by identifying specific debtors to be impaired and by providing for certain customers exceeding a specific age, due to disputes with the customers or due to the inability of customers to pay.

- Provision for trade payables - Provision for credit requests not allowed.

This provision is calculated by identifying specific requests for credit which might not be granted by the suppliers.

Sources of estimation uncertainty:

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the year-end date that management has assessed as having a significant risk of causing material adjustment to the carrying amounts of the assets and liabilities within the next financial year.

**1.2 Plant and equipment**

Items of plant and equipment 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 plant and equipment:

- Computer equipment                      5 years
- Furniture and fittings                      5 years

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of an asset, the depreciation of that asset is revised prospectively to reflect the new expectations.

**NOTES TO THE FINANCIAL STATEMENTS (Contd)**

**28 FEBRUARY 2017**

**1.3 Financial instruments**

Financial assets

- Trade and other receivables and cash and cash equivalents

These financial assets are recognised initially at the transaction price. Subsequently, they are measured at amortised cost using the effective interest method, less provision for impairment. Sales are made on normal credit terms and trade receivables do not bear interest.

Where there is objective evidence that the carrying amounts of receivables are not recoverable, an impairment loss is recognised in profit or loss.

Financial liabilities

- Trade and other payables

These financial liabilities are recognised initially at the transaction price. After initial recognition, they are measured at amortised cost using the effective interest method. Trade payables are on normal credit terms and do not bear interest.

**1.4 Revenue**

Revenue comprises funding, sales, rent received and donations received and excludes investment income and other non-operating income and value-added tax.

**1.5 Value-added tax**

Revenues, expenses and assets are recognised net of the amount of value-added tax except:

- where the value-added tax incurred on a purchase of assets or services is not recoverable from the taxation authority, in which case the value-added tax is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- receivables and payables that are stated with the amount of value-added tax included.

The net amount of value-added tax recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the statement of financial position.

**2. PLANT AND EQUIPMENT**

	Computer equipment N\$	Furniture and fittings N\$	Total N\$
<b>Carrying amount at 29 February 2016</b>	-	-	-
At cost	-	-	-
Accumulated depreciation	-	-	-
Additions	14 697	4 146	18 843
Depreciation	(735)	(207)	(942)
<b>Carrying amount at 28 February 2017</b>	13 962	3 939	17 901
At cost	14 697	4 146	18 843
Accumulated depreciation	(735)	(207)	(942)

**NOTES TO THE FINANCIAL STATEMENTS (Contd)**

**28 FEBRUARY 2017**

	<b>2017</b>	<b>2016</b>
	<b>N\$</b>	<b>N\$</b>
<b>3. TRADE AND OTHER RECEIVABLES</b>		
Sundry debtors	36 527	46 799
VAT control account	44 795	42 717
<b>Total receivables</b>	<b>81 322</b>	<b>89 516</b>
<b>4. CASH AND CASH EQUIVALENTS</b>		
Cash and cash equivalents include the following components:		
Cash at bank		
• Core account	116 774	301 933
• Governance account	1 925 934	152 758
• Finland account	495 686	259 722
• Project One account	179 531	96 985
• European Union	43 311	67 329
Petty cash		
• Governance account	-	6 357
<b>Total</b>	<b>2 761 236</b>	<b>885 084</b>
<b>5. TRADE AND OTHER PAYABLES</b>		
Trade creditors	74 482	54 526
<b>6. FINANCIAL ASSETS AND LIABILITIES</b>		
<b>Financial assets measured at cost less impairment</b>		
Trade and other receivables	81 322	89 516
Cash and cash equivalents	2 761 236	885 084
<b>Total financial assets</b>	<b>2 842 558</b>	<b>974 600</b>
<b>Financial liabilities measured at amortised cost</b>		
Trade and other payables	74 482	54 526

**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**NOTES TO THE FINANCIAL STATEMENTS (Contd)**

**28 FEBRUARY 2017**

	<b>2017</b>	<b>2016</b>
	<b>N\$</b>	<b>N\$</b>
<b>7. FUNDING RECEIVED</b>		
African Policy Circle	7 803	-
Afrobarometer	-	113 676
Australian High Commission - Access to Information Project	296 770	-
Core Fund Overhead Income	276 701	542 240
Engine room: oil and gas research	28 495	-
European Union	-	1 073 532
FES Media	-	99 525
Finland donor funding - Democracy Report	2 628 553	-
Hanns Seidel Foundation - various	374 505	15 000
HSF Institutional Support	25 000	-
IJG Business Climate Monitor	60 000	-
NID	-	40 000
International Budget Partnership - Open Budget Index	69 759	23 651
OSISA Minerals - Anti Corruption	561 926	56 350
RMB Namibia funding - Guide to economy	120 000	-
World Economic Forum - Global Competitions Survey	48 762	80 506
<b>Total funding received</b>	<b>4 498 274</b>	<b>2 044 480</b>
<b>8. ADMINISTRATIVE AND PROJECT EXPENSES</b>		
<b>8.1 Core account</b>		
Accounting fees	28 875	24 000
Advertising and promotions	760	4 629
Audit fees	22 600	3 250
Bank charges	10 886	12 129
Consulting fees	35 000	4 000
Courier and postage	5 549	264
Depreciation	942	-
Donation	1 080	-
Guide to Namibia Economy	1 500	-
Insurance	8 663	15 460
IT expenses	21 392	12 675
Legal fees	-	830
Office expenses	372	16 692
Printing and stationery	6 193	3 659
Rent paid	107 289	104 735
Salaries and wages - IPPR	274 861	127 218
Staff refreshments	4 269	-
Subscriptions	3 840	4 012
Telephone and fax	18 242	6 448
Travelling and accommodation	1 690	6 759
<b>Core account expenses</b>	<b>554 003</b>	<b>346 760</b>

**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**NOTES TO THE FINANCIAL STATEMENTS (Contd)**

**28 FEBRUARY 2017**

	<b>2017</b>	<b>2016</b>
	<b>N\$</b>	<b>N\$</b>
<b>8. ADMINISTRATIVE AND PROJECT EXPENSES (contd)</b>		
<b>8.2 Finland</b>		
Bank charges	-	1 863
Contingencies	20 175	
Courier and postage	3 000	1 493
Design, Monitoring and Printing	297 688	176 349
Guide to Economy	271 089	19 000
IPPR overheads	79 100	39 550
Launches and presentations	35 669	23 702
Research and coordination - Coordinator	192 000	177 154
Research and coordination - Junior researcher	110 500	98 469
Research and coordination - Lead researcher	156 000	143 000
<b>Total project expenses</b>	<b>1 165 221</b>	<b>680 580</b>
<b>8.3 Project One</b>		
Hanns Seidel Foundation - Economy Watch	93 284	9 000
Hanns Seidel Foundation - IPPR Overheads	39 000	
Hanns Seidel Foundation - Website	48 000	-
Hanns Seidel Foundation - Anti Corruption	184 096	-
Hanns Seidel Foundation - Institutional support	25 000	-
Hanns Seidel Foundation - Miscellaneous	11 211	-
IJG Business Climate Monitor	87 924	13 200
World Economic Forum (WEF)	52 342	38 221
Other expenses	5 972	220 000
<b>Total project expenses</b>	<b>546 829</b>	<b>280 421</b>
<b>8.4 Governance</b>		
Afrobarometer	-	149 911
Australian High Commission - Access to Information Project	33 000	-
Engine room: oil and gas research	28 495	-
Friedrich Ebert Stiftung	-	73 343
NID - Research expenses	-	30 000
OBI Research expenses	-	23 651
OSISA Anti Corruption Project	324 712	-
OSISA Minerals - Index expenses	-	56 350
Other expenses	17 724	70 000
<b>Total project expenses</b>	<b>403 931</b>	<b>403 255</b>

**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
**(Non-Profit Association Incorporated Under Section 21)**

**NOTES TO THE FINANCIAL STATEMENTS (Contd)**

**28 FEBRUARY 2017**

	<b>2017</b>	<b>2016</b>
	<b>N\$</b>	<b>N\$</b>
8. ADMINISTRATIVE AND PROJECT EXPENSES (contd)		
8.5 <b>European Union</b>		
Accounting fees	4 489	74 599
Administrator	-	100 011
Conference	-	1 965
Indirect costs	-	85 751
Layout Bulletin and Briefing Paper	-	18 515
Office expenses	-	27 658
Printing Bulletin and Briefing Paper	-	375 372
Project coordinator	6 957	227 220
Rent paid	-	60 669
Researcher	11 020	159 739
Telephone and fax	1 551	16 710
<b>Total project expenses</b>	<b>24 017</b>	<b>1 148 209</b>

9. TAXATION

The association is by virtue of its incorporation, exempt from the payment of taxation and, accordingly, no provision for taxation has been made.

10. EXECUTIVE DIRECTOR'S REMUNERATION

**For services rendered**

G Hopwood	636 000	584 333
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**INSTITUTE FOR PUBLIC POLICY RESEARCH**  
(Non-Profit Association Incorporated Under Section 21)

**ADDITIONAL INFORMATION**

**28 FEBRUARY 2017**

	Core account N\$	Finland N\$	Project One N\$	Governance N\$	European Union N\$	Freedom House N\$	Capital Reserve Fund N\$	Total N\$
<b>Income</b>	284 504	1 405 073	628 267	2 242 060	-	-	-	4 559 904
Australian High Commission	-	-	-	296 770	-	-	-	296 770
African Policy Circle	7 803	-	-	-	-	-	-	7 803
Core fund overheads	276 701	-	-	-	-	-	-	276 701
Engine room: oil and gas research	-	-	-	28 495	-	-	-	28 495
Finland donor funding	-	1 405 073	-	1 223 480	-	-	-	2 628 553
Hanns Seidel Foundation - various	-	-	374 505	-	-	-	-	374 505
HSF Institutional Support	-	-	25 000	-	-	-	-	25 000
IJG Business Climate Monitor	-	-	60 000	-	-	-	-	60 000
International Budget Partnership	-	-	-	69 759	-	-	-	69 759
OSISA Mineral Anti Corruption	-	-	-	561 926	-	-	-	561 926
RMB Namibia funding	-	-	120 000	-	-	-	-	120 000
Book sales	-	-	-	61 630	-	-	-	61 630
World Economic Forum	-	-	48 762	-	-	-	-	48 762
<b>Expenditure incurred</b>	(554 003)	(1 165 221)	(546 829)	(403 931)	(24 017)	-	-	(2 694 001)
<b>(Deficit)/Surplus for the year</b>	(269 499)	239 852	81 438	1 838 129	(24 017)	-	-	1 865 903
Opening accumulated funds	(392 815)	255 834	(122 470)	48 639	54 010	(3)	1 076 879	920 074
Closing accumulated funds	(662 314)	495 686	(41 032)	1 886 768	29 993	(3)	1 076 879	2 785 977

# Institute for Public Policy Research

(Non-Profit Association Incorporated Under Section 21)

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P O Box 6566 • Ausspannplatz • Windhoek • Namibia • 12001

30 November 2018

Grant Thornton Neuhaus

P O Box 2558

Windhoek

Namibia

11001

## **FINANCIAL STATEMENTS OF INSTITUTE FOR PUBLIC POLICY RESEARCH (Non-Profit Association Incorporated Under Section 21) FOR THE YEAR ENDED 28 FEBRUARY 2017**

This representation letter is provided in connection with your audit of the financial statements of Institute for Public Policy Research (Non-Profit Association Incorporated Under Section 21) for the year ended 28 February 2017 for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position of Institute for Public Policy Research (Non-Profit Association Incorporated Under Section 21) at 28 February 2017 and the results of its operations and cash flows for the year then ended in accordance with IFRS for SMEs and the Companies Act of Namibia.

We acknowledge our responsibility for fair presentation in the financial statements in accordance with the Companies Act of Namibia and IFRS for SMEs applied on a basis consistent with the previous year and acknowledge that the financial statements are the representations of the Board of Directors.

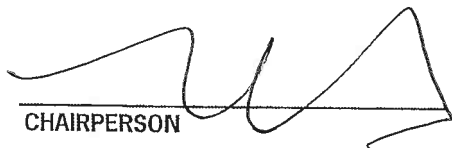
We confirm to the best of our knowledge and belief, the following representations:

1. We have made available to you all books of account and supporting documentation and all minutes of meetings of the Board of Directors.
2. Nothing has come to our notice that causes us to doubt the reliability of the financial records.
3. No material breakdown in the functioning of the association's internal controls, procedures and systems has occurred during the year.
4. The financial statements fairly present the results and cash-flow information for the year and the financial position at the year-end date.
5. The financial statements are free of material misstatements, including omissions; the effects of those uncorrected financial statement misstatements aggregated by the auditor during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
6. All income has been included in the financial statements.
7. All transactions undertaken -
  - have been included in the financial statements,
  - were in the normal course of business, or
  - were at arm's length.
8. Except as disclosed in the financial statements, the results of operations for the year were not materially affected by transactions of an extraordinary or abnormal nature, or items relating to a prior year.

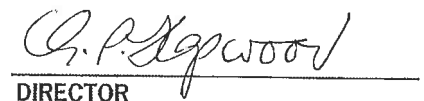
9. The following have been properly recorded and when appropriate, adequately disclosed in the financial statements:
- The identity of, and balances and transactions with, related parties.
  - Losses arising from sale and purchase commitments.
  - Agreements and options to buy back assets previously sold.
  - Assets pledged as collateral.
10. The major accounting policies adopted are as set out in the financial statements. The accounting policies remained unchanged from the previous year.
11. The accounting policies comply with all the requirements of each applicable IFRS for SMEs and each applicable approved Interpretation.
12. All final adjusting journal entries have been approved by ourselves, are appropriate and have been entered in the accounting records.
13. The association has satisfactory title to all assets and there are no liens or encumbrances on the association's assets, except for those that are disclosed in the financial statements.
14. No securities/guarantees/encumbrance/cession of assets have been given by the entity other than those disclosed in the financial statements.
15. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.
16. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and have disclosed in the financial statements all guarantees that we have given to third parties.
17. VAT has been correctly accounted for where relevant on all transactions undertaken.
18. PAYE and other payroll deductions have, where applicable, been correctly deducted and paid to the Receiver of Revenue.
19. Fair value information in the financial statements has properly been prepared from appropriate and reasonable assumptions; management has the ability and intent to carry out specific courses of action relevant to fair value measurements and disclosures.
20. We confirm the completeness and accuracy of the information provided regarding the identification of related parties as well as related party disclosures in the financial statements.
21. No claims in connection with litigation have been or are expected to be received.
22. The association has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.
23. Other than described in the financial statements, there have been no events subsequent to the year-end, which require adjustment of or disclosure in the financial statements or the notes thereto.
24. The financial statements have been prepared on the basis of accounting practices applicable to a going concern; after making enquiries we have no reason to believe that the association will not be a going concern in the year
25. We acknowledge that management is responsible for the implementation and operations of accounting and internal control systems that are designed to prevent and detect fraud and error.

26. We have assessed as minimal the risk that the financial statements may be materially misstated as a result of fraud.
27. No irregularities have come to our attention during the year under examination and to the date of approval of the financial statements. We have disclosed to you all facts relating to any fraud or suspected fraud known to management that may have affected the entity involving:
- Management.
  - Employees who have significant roles in internal control.
  - Others where the fraud could have a material effect on the financial statements.
28. We have disclosed to you any allegations known to management of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators or others.
29. All known, actual or possible, non-compliance with laws and regulations, the effects of which should be considered when preparing financial statements, has been disclosed to the auditor.
30. There were no transactions or arrangements involving the Board of Directors that should be disclosed except as disclosed in the financial statements.
31. We are satisfied that the insurance (including for political riot and fidelity cover), is both current and adequate.
32. There are no formal or informal compensating balance arrangements with any of our cash and investment accounts. Except as disclosed in the financial statements, we have no other line of credit arrangements.

We appreciate that **Grant Thornton Neuhaus** have prepared the financial statements on behalf of the Board of Directors. The financial **statements have been fully explained** to and discussed with us and we are of the opinion that they fairly present the results and **cash-flow information for the year** and the financial position at the year-end date.



CHAIRPERSON



DIRECTOR