## AUDIT REPORT

# TO THE READERS OF THE SOUTH PACIFIC BUSINESS DEVELOPMENT MICROFINANCE LIMITED FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2011 

Report of the independent auditor to the shareholders of South Pacific Business Development Microfinance Limited (the Company).

## Opinion

In our opinion proper books of account have been kept by the Company, so far as it appears from our examination of those books, and the accompanying financial statements, which have been prepared in accordance with generally accepted accounting practises, give a true and fair view of the state of affairs of the company's financial position as at 31 December 2011 and the Company's results of its operations and cash flows for the year then ended.
We conclude that the financial statements together with the notes thereon have been drawn up in conformity with the Disclosure Guidelines for Financial Reporting by Microfinance Institutions.
The audit was completed on 19 April 2012, and is the date at which our opinion is expressed.

## Basis of Opinion

We have audited the accompanying financial statements of the Company which comprise the balance sheet as of 31 December 2011 and the income statement, and cash flow statement for the year then ended.
The directors of the Company are responsible for the preparation and presentation of the financial statements and the information they contain. Our responsibility is to express an opinion on these financial statements based on our audit. We are also required in our letter of engagement for this audit to express a conclusion as to whether the financial statements of the Company comply with the Disclosure Guidelines for Financial Reporting by Microfinance Institutions. This report is made solely to the Company's shareholders, as a body, in accordance with Section 220 of the Tonga Companies Act 1995.

We conducted our audit in accordance with International Standards on Auditing. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement. Our audit included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements. An audit also includes an evaluation of accounting policies and significant accounting estimates made by management, as well as the overall financial statement presentation.
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Jennifer Tupou, CA<br>JK Chartered Accountant<br>Tonga

# South Pacific Business Development Microfinance Ltd. 

## Financial Statements

## For the Period Ending 31 December 2011

## SOUTH PACIFIC BUSINESS DEVELOPMENT MICROFINANCE LTD. <br> BALANCE SHEET <br> As of 31 December 2011

## ASSETS

## Current Assets <br> Receivables <br> Fixed Assets

Cash on Hand and in Bank
Loan Portfolio Outstanding
Short-Term Investments

| Note | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :---: | ---: | ---: |
| 5 | 20,403 | 252,993 |
| 6 | $2,764,085$ | $1,449,951$ |
| 7 | 15,026 | 15,385 |
| 8 | 383,344 | 248,703 |
|  | $\mathbf{3 , 1 8 2 , 8 5 8}$ | $\mathbf{1 , 9 6 7 , 0 3 2}$ |

Fixed Assets
9

| 208,832 | 184,265 |
| ---: | ---: |
| 97,336 | 53,766 |
| $\mathbf{1 1 1 , 4 9 6}$ | $\mathbf{1 3 0 , 4 9 9}$ |

Other Assets

| 1,185 | 2,809 |
| :--- | :--- |

TOTAL ASSETS
3,295,539
2,100,339

## LIABILITIES

Current Liabilities
Clients' Savings deposits
Accounts Payable
11
12
Taxes Payable
Accrued Interest Payable
Commercial Loans
Life Insurance Reserve
Total Current Liabilities
17
15
13
334,760
223,117
11,697 6,413
86,664
31,878
4,618
52,102
830,515
200,413

| 20,366 | 0 |
| ---: | ---: |
| $\mathbf{1 , 2 8 8 , 6 2 0}$ | $\mathbf{5 1 3 , 9 2 2}$ |

Long-term Liabilities
Soft Loans
Total Long term Liabilities

TOTAL LIABILITIES
2,697,867
1,907,669

## EQUITY

Owner's equity 16

354,624
182,882
Retained Earnings
Excess of Income and Expenditure, current period TOTAL EQUITY

| 93,259 | 218,686 |
| ---: | ---: |
| $\mathbf{5 9 7 , 6 7 1}$ | $\mathbf{1 9 2 , 6 7 0}$ |

TOTAL LIABILITIES AND EQUITY
3,295,539
2,100,339

These financial statements are to be read in conjunction with the accompanying notes to accounts.


## Gregory F. Casagrande

Date: 17 May, 2012

## SOUTH PACIFIC BUSINESS DEVELOPMENT MICROFINANCE LTD. <br> INCOME STATEMENT <br> For the period 1 January to 31 December 2011

| Financial Income Note | 2011 | 2010 |
| :---: | :---: | :---: |
| Interest on Loans | 1,019,156 | 486,313 |
| Development Fee | 107,664 | 57,241 |
| Loan Insurance Fee | 59,134 | 71,876 |
| Life Insurance Fee | 87,795 | 23,180 |
| Interest earned on Bank Accounts \& Term Deposits | 7,077 | 5,467 |
| Other operating revenues | 32,501 | 15,125 |
| Total Financial Income | 1,313,327 | 659,202 |
| Financial Expenses |  |  |
| Interest and fees on borrowed funds | 166,879 | 89,888 |
| Foreign Exchange Loss/(Gain) | $(27,702)$ | $(12,815)$ |
| Interest on Client Saving | 4,891 | 2,463 |
| Loan Insurance Loss | 6,302 | 1,904 |
| Life Insurance Loss | 29,366 | 0 |
| Total Financial Expenses | 179,736 | 81,440 |
| NET FINANCIAL INCOME | 1,133,591 | 577,762 |
| Loan Loss Provision 6 | 13,129 | 14,566 |
| NET FINANCIAL MARGIN | 1,120,462 | 563,196 |
| Operating Expenses |  |  |
| Computer Support System | 4,390 | 4,205 |
| Conference \& Meetings | 3,780 | 1,124 |
| Depreciation 9 | 43,570 | 41,312 |
| Electricity and Water | 7,803 | 5,567 |
| Fees and Bank Charges | 6,043 | 3,239 |
| Insurance | 7,919 | 5,227 |
| Management Fees | 176,660 | 143,730 |
| Membership Fees and Subscription | 235 | 256 |
| Office Expenses | 15,997 | 14,803 |
| Postage, Telephone and Communications | 18,418 | 9,168 |
| Printing and Office Stationeries | 30,807 | 16,766 |
| Professional Services | 4,946 | 8,094 |
| Public Relations and Advertisements | 13,007 | 3,127 |
| Rentals | 32,400 | 24,000 |
| Repairs and Maintenance | 7,577 | 6,583 |
| Salaries and Benefits | 305,967 | 154,970 |
| Staff Training and Development | 17,589 | 7,303 |
| Transportation, Fuel, Oil | 31,297 | 13,438 |
| Travel | 60,910 | 42,280 |
| Board of Directors Fees | 3,000 | 0 |
| SPBD Award day | 18,026 | 0 |
| Total Operating Expenses | 810,341 | 505,190 |


| NET OPERATING INCOME BEFORE TAXES \& | 310,121 | 58,006 |
| :---: | :---: | :---: |
| DONATIONS |  |  |
| Income Tax 17 | $(77,362)$ | $(21,367)$ |
| NET INCOME AFTER TAX AND BEFORE DONATIONS | 232,759 | 36,640 |
| Non-Operating Income/Expenses: |  |  |
| Grants \& Donations | 500 | 184,054 |
| Non operating income/(expense)- Loss on write-off of Fixed Assets | 0 | $(2,008)$ |
| NET INCOME | 233,259 | 218,686 |

## SOUTH PACIFIC BUSINESS DEVELOPMENT MICROFINANCE LTD. <br> STATEMENT OF CASH FLOW

For the year ending 31 December 2011

| CASH FLOWS FROM OPERATING ACTIVITIES | 2011 | 2010 |
| :---: | :---: | :---: |
| Net Income after Tax | 232,759 | 36,640 |
| Adjustment for Non-Cash Items: |  |  |
| Depreciation | 43,570 | 39,557 |
| Loan Loss Provision | 13,129 | 14,566 |
| (Increase)/Decrease in Operating Assets: |  |  |
| Gross Loan Portfolio | (1,327,262) | $(932,003)$ |
| Receivables | 359 | $(9,335)$ |
| Other Assets | 1,624 | 1,578 |
| Increase/(Decrease) in Operating Liabilities: |  |  |
| Accounts Payable | 5,284 | 4,318 |
| Taxes Payable | 54,786 | 16,276 |
| Accrued Interest Payable | $(47,484)$ | 45,661 |
| Life Insurance Reserve | 20,366 | 0 |
| Net Cash Flow from Operating Activities | $(1,002,869)$ | (782,741) |
| CASH FLOW FROM INVESTING ACTIVITIES |  |  |
| Purchase of Fixed Assets | $(24,567)$ | $(77,330)$ |
| Short-term Investments | $(134,641)$ | 1,297 |
| Loss on Write-off of Fixed Assets | 0 | (2008) |
| Net Cash Flow from Investing Activities | $(159,208)$ | $(78,040)$ |
| CASH FLOW FROM FINANCING ACTIVITIES |  |  |
| Client Savings Deposits | 111,643 | 156,280 |
| Equity | 171,742 | 0 |
| Soft Loans | 15,500 | 488,401 |
| Commercial Loan | 630,102 | 200,413 |
| Grants and Donations | 500 | 184,054 |
| Net Cash Flow from Financing Activities | 929,487 | 1,029,148 |
| NET INCREASE/(DECREASE) IN CASH | $(232,590)$ | 168,367 |
| OPENING CASH BALANCE | 252,993 | 84,625 |
| CLOSING CASH BALANCE | 20,403 | 252,993 |

## SOUTH PACIFIC BUSINESS DEVELOPMENT MICROFINANCE LTD.

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2011

## 1. GENERAL INFORMATION

South Pacific Business Development Microfinance Ltd. (or SPBD) is a privately owned microenterprise development organization with a mission to provide financial services to economically disadvantaged people particularly women who cannot access savings and loan products from traditional banks. SPBD provides unemployed and low income women entrepreneurs with financial services, training, ongoing guidance and motivation to help them start or grow micro-businesses so that they can improve their lives and that of their families. It was incorporated under the Companies Act 1995 on July 7, 2009 and licensed by the Ministry of Labour, Commerce and Industries to provide financial services. Its offices are located in Taufa'ahau Road, Kolofo'ou District in the capital Nuku'alofa, Tongatapu and in Neiafu Vava'u The Kingdom of Tonga.

## 2. MEASUREMENT BASE

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical cost basis are followed.

These financial statements have been prepared in accordance with generally accepted accounting practices represented by International Financial Reporting Standards.

## 3. STATEMENT OF COMPLIANCE

The financial statements comply with the Disclosure Guidelines for financial reporting of Microfinance Institutions which guidelines are voluntary norms recommended by a group of international donors under the Consultative Group to Assist the Poor (CGAP) and by the members of the Social Enterprise Education and Promotion Network (SEEP).

## 4. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

## a. Reporting Currency

All amounts are expressed in Tongan Pa'anga (TOP) currency.

## b. Cash and Cash Equivalents

Cash and cash equivalents comprise cash in hand and balances held with banks but exclude short term deposits.

## c. Investments

Investments are classified as held to maturity. These investments are with fixed or determinable payments and fixed maturity in which SPBD has the positive intent and ability to hold the investment till maturity.

## d. Depreciation

Fixed assets are depreciated on a straight-line basis using the following useful life of the assets:

| Office Equipment | $12.5 \%$ |
| :--- | ---: |
| Computers and Peripherals | $25.0 \%$ |
| Software and Electronics System | $25.0 \%$ |
| Furniture and Fittings | $12.5 \%$ |
| Leasehold Improvements | $5.0 \%$ |
| Used Motor Vehicles | $25.0 \%$ |

## e. Revenue

Revenues are presented as Financial Income in the income statement which is comprised of income generated from providing financial services to its target clientele. The main sources of financial income are:
i. Interest Income - Interest income from loan portfolio and term deposits is recognized using a cash-based method where they are recognised at the time they are received. Hence, if the loan (with the interest) is paid before it is due, then the interest income is recognized at the time of collection; whereas if the loan (with the interest) is in arrears, then no interest income is recognized.
ii. Development Fee - SPBD charges a fee of 2\% of principal loan amount to be used to cover the cost of training the clients, loan evaluation and monitoring. This fee is deducted from the loan proceeds.
iii. Loan Insurance - This fee is $1 \%$ of the loan principal to cover the risk in the event of death of the client. A member's loan obligations to SPBD will be eliminated upon the death of that member. The loan insurance fee is deducted from the loan proceeds. In 2010 this fee was $2 \%$ of the total obligations of the client which is the loan principal plus loan interest
iv. Life Insurance - SPBD offers a Life Micro-insurance Product to help the families of SPBD members to reduce the burden of bereavement and funeral expenses when the member dies. When an SPBD member dies during the period of the loan, her beneficiaries will receive a fixed payment of between 1,000 to 5,000 Pa'anga. The life insurance fee is deducted from the loan proceeds.

| Size of Benefit <br> Pa'anga | Insurance Fee in <br> Pa'anga |  |
| :---: | :---: | :---: |
| Minimum 1,000 | 15 | Compulsory for all <br> members |
| 2,000 | 35 | Voluntary |
| 3,000 | 55 | Voluntary |
| 4,000 | 75 | Voluntary |
| 5,000 | 95 | Voluntary |

## f. Grants

SPBD records all grants and donations in the income statement in the period they are received. It is recorded after the net operating income. Grants and Donations for the period:

$$
\begin{array}{rc}
2011 & \mathbf{2 0 1 0} \\
500 & 184,054
\end{array}
$$

## g. Expenses

Expenses are recorded on an accrual basis.
h. Leases

SPBD leases the premises from which it conducts its business under an operating lease.

Operating lease payments, where the lessors effectively retain substantially all of the risks and benefits of ownership of the leased items, are recognized in the determination of the net income of the company as rentals paid.
i. Borrowing Costs

All borrowing costs are expensed.

## j. Financial Instruments

Financial instruments are recognized in the balance sheet when SPBD becomes a party to a financial contract. These include cash balances, borrowings, related-party advances, receivables and payables. All financial instruments are initially recorded at cost and subsequently carried at the balance outstanding at the balance date.

## k. Income Tax

Income tax is accounted for using the taxes payable method. The corporate income tax rate is $25 \%$.

## 1. Tonga Consumption Tax

Provision of financial services is exempted from Consumption Tax by the order of the Commissioner of the Revenue Services Department with the consent of the Privy Council.

## m. Foreign Currencies

Transactions in foreign currency have been converted into TOP amount at rates ruling at the particular balance sheet date. The source for exchange rates are the published rates of either Westpac Bank (Tonga) Ltd or ANZ Bank (Tonga) Ltd using the average of the buying and selling rates. Exchange differences should be taken to the income statement as foreign exchange gain or loss.

## n. Comparative Figures

The financial statements are prepared for the twelve months period ending December 31, 2011 with comparative figures for twelve months operating period in 2010.
o. Change in Accounting Estimate

In 2011 SPBD revised its estimated values for Fixed Assets and changed its depreciation rates with effect from 1 January 2011.

The revisions were accounted for prospectively as a change in accounting estimates and as a result the depreciation charges of SPBD for the current financial year end have decreased by $\$ 16,584.37$.

## 5. CASH ON HAND AND IN BANK

| Cash on Hand | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Undeposited Collections | 2,338 | 1,770 |
| Petty Cash Imprest | 800 | 500 |
| Savings Reserve Imprest | 14,114 | 4,863 |
| SUB-TOTAL | $\mathbf{1 7 , 2 5 1}$ | $\mathbf{7 , 1 3 3}$ |
|  |  |  |
|  |  |  |
| Cash in Bank | $(103,395)$ | 143,493 |
| ANZ Bank Account 165-3787 | 8,712 | 87,452 |
| ANZ Dollar Account 165-3890 | 97,835 | 14,914 |
| Westpac Bank Account 2000732848 | $\mathbf{3 , 1 5 2}$ | $\mathbf{2 4 5 , 8 6 0}$ |
| SUB-TOTAL |  |  |
|  | $\mathbf{2 0 , 4 0 3}$ | $\mathbf{2 5 2 , 9 9 3}$ |

## 6. LOAN PORTFOLIO

## LOANS RECEIVABLES

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Total Loan Disbursements | $5,392,950$ | $2,899,328$ |
| Less: Total Principal Loan Repayments | $4,065,687$ | $1,967,326$ |
| Gross Loan Portfolio | $\mathbf{2 , 7 9 1 , 7 7 9}$ | $\mathbf{1 , 4 6 4 , 5 1 7}$ |
| Less: Loan Loss Reserve | 27,694 | $\mathbf{1 4 , 5 6 6}$ |
| Net Loan Portfolio | $\mathbf{2 , 7 6 4 , 0 8 5}$ | $\mathbf{1 , 4 4 9 , 9 5 1}$ |

## GROSS LOAN PORTFOLIO

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Opening Balance (Nuku'alofa) | $1,464,517$ | 532,514 |
| Plus: 2011 Loan Disbursement | $4,743,867$ | $2,899,328$ |
| Less: 2011 Loan Repayments | $3,739,130$ | $1,967,326$ |
| Gross Loan Portfolio (Nuku'alofa) | $\mathbf{2 , 4 6 9 , 2 5 3}$ | $\mathbf{1 , 4 6 4 , 5 1 7}$ |

Opening Balance (Vava’u)
Plus: 2011 Loan Disbursement
Less: 2011 Loan Repayment
Gross Loan Portfolio (Vava'u)

| 649,083 | $\mathbf{0}$ |
| ---: | :--- |
| 326,557 | 0 |
| $\mathbf{3 2 2 , 5 2 6}$ | 0 |

SPBD Gross Loan Portfolio
\$2,791,779
\$1,464,517

## No. of Loans Outstanding

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | :--- | :--- |
| SPBD Group Loan Product | 4,090 | 2,555 |

## Portfolio Quality Measurement

SPBD's main measure of loan delinquency is an aged portfolio-at-risk (PAR) ratio. Loans are separated into classes depending on the number of days they are in arrears. For each class of loans, the outstanding principal balance of such loans is divided by the outstanding principal balance of the gross loan portfolio. Loans are considered in arrears if any payment has fallen due and remained unpaid. Loan payments are applied first to any interest due, then to any instalment of principal that is due but unpaid, beginning with the earliest such instalment. The number of days of lateness is based on the due date of the earliest loan instalment that has not been fully paid.

## Loan Loss Provisioning and Loan Loss Reserve

Some loans in the portfolio will be uncollectible due to failure of individual members and/or the group/centre guarantee despite SPBD's best efforts. The purpose of loan loss provisioning is to set aside adequate funds or loan loss reserve to cover for potential losses. The loan loss reserve is to be reviewed quarterly and determined by applying predicted loss percentages to aged loans grouped by weeks in arrears.

The following schedule is to be used from the loan portfolio aging report to set the reserve:

Number of weeks in arrears

1 week to 4 weeks in arrears principal required to be charged as loan loss provision
5\%5 weeks to 8 weeks in arrears
10\%9 weeks to 12 weeks in arrears
25\%13 weeks to 16 weeks in arrears
50\%17 weeks to 20 weeks in arrears
75\%
$21+$ weeks in arrears ..... 100\%

Percentage of outstanding

## Loan Write-off

The purpose of loan write-offs is to remove loans in arrears from SPBD's balance sheet, where there is significant doubt of any material loan payment recovery.

Any loan in arrears exceeding 26 weeks will be short-listed for potential write-off. Write-off decision will be made on a case-by-case basis by the Chairman/President upon review of the recommendations of the General Manager.

## Renegotiated Loans

Under exceptional circumstances, management may renegotiate loans-either refinancing the entire loan (issuing a new loan to pay off an existing one) or rescheduling repayment terms for clients who have suffered catastrophic events and who appear willing and able to repay their loans under longer-term agreements. Every renegotiation of a loan must be approved by the Chairman/President. Renegotiated loans are tracked separately because they have a higher risk profile than loans that have not been renegotiated.

| Portfolio Quality | Outstanding <br> Loan Balance | Portfolio at <br> Risk | Loan Loss <br> Reserve <br> Rate | Loan Loss <br> Reserve <br> Amount |
| :--- | ---: | :---: | ---: | ---: |
| Current | $2,769,425$ | $0 \%$ | $1 \%$ | 27,694 |
| 1 to 4 weeks in arrears | 0 | $0 \%$ | $5 \%$ | 0 |
| 5 to 8 weeks in arrears | 0 | $0 \%$ | $10 \%$ | 0 |
| 9 to 12 weeks in arrears | 0 | $0 \%$ | $25 \%$ | 0 |
| 13 to 16 weeks in arrears | 0 | $0 \%$ | $50 \%$ | 0 |
| 17 to 20 weeks in arrears | 0 | $0 \%$ | $75 \%$ | 0 |
| 21 + weeks in arrears | 0 | $0 \%$ | $100 \%$ | 0 |
| Total | $\mathbf{2 , 7 6 9 , 4 2 5}$ | $\mathbf{0 \%}$ |  | $\mathbf{2 7 , 6 9 4}$ |

The Board of Directors approved in a special resolution to have a general provision of $1 \%$ of the loan portfolio.

| Movement in Loan Loss Reserve | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Loan Loss Reserve, January 1 | 14,566 | 0 |
| Loan Loss Provision for the year | 13,129 | 14,566 |
| Less: Loans Written-off during the year | 0 | 0 |
| Loan Loss Reserve, December $\mathbf{3 1}$ | $\mathbf{2 7 , 6 9 4}$ | $\mathbf{1 4 , 5 6 6}$ |

## 7. RECEIVABLES

$\begin{array}{ll}\text { Advances to Officers and Staff } & 1,251\end{array}$
Other Receivables $\quad$ 4,483
Prepaid Expenses $\quad 4,902$
Total Receivables
$\mathbf{1 5 , 0 2 6} 15,385$
8. SHORT-TERM INVESTMENTS

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Term Deposits - Westpac Bank | 208,690 | 203,331 |
| Term Deposits - ANZ | 174,654 | 45,372 |
| Total | $\mathbf{3 8 3 , 3 4 4}$ | $\mathbf{2 4 8 , 7 0 3}$ |

## 9. FIXED ASSETS

| Type | Cost | Accumulated <br> Depreciation | Depreciation for <br> the year | Net Book <br> Value |
| :--- | ---: | ---: | ---: | ---: |
| Furniture and Fixtures | 36,424 | 9,115 | 3,936 | 27,309 |
| Computer Equipment and | 24,769 | 11,499 | 5,988 | 13,270 |
| Peripherals |  |  |  |  |
| Motor Vehicle | 112,007 | 61,993 | 27,921 | 50,014 |
| Office Equipment | 18,784 | 4,735 | 2,600 | 14,049 |
| Software and Electronics System | 12,613 | 5,758 | 3,125 | 6,855 |
| Leasehold Improvements | 4,236 | 4,236 | 0 | 0 |
| $\mathbf{2 0 1 1} \quad$ TOTAL | $\mathbf{2 0 8 , 8 3 2}$ | $\mathbf{9 7 , 3 3 6}$ | $\mathbf{4 3 , 5 7 0}$ | $\mathbf{1 1 1 , 4 9 6}$ |
| $\mathbf{2 0 1 0} \quad$ TOTAL | $\mathbf{1 8 4 , 2 6 5}$ | $\mathbf{5 3 , 7 6 6}$ | $\mathbf{4 1 , 3 1 2}$ | $\mathbf{1 3 0 , 4 9 9}$ |

## 10. OTHER ASSETS

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Stocks of Passbooks | 267 | 1,361 |
| Stocks of Receipt Books | 918 | 1,447 |
| Total | $\mathbf{1 , 1 8 5}$ | $\mathbf{2 , 8 0 9}$ |

## 11. CLIENTS SAVINGS DEPOSITS

SPBD promotes good management of household finances by members and a household with a sufficient savings is assured of having cash when an unforeseen event occurs. SPBD actively encourages its members to develop a regular habit of savings. All members are required to open a savings account and deposit an initial amount of TOP 10. This must be performed prior to any $1^{\text {st }}$ Cycle loan disbursement occurs.

All members also face a compulsory savings requirement. The compulsory savings requirement is $2.5 \%$ of the loan amount and deducted from the loan proceeds. The compulsory savings amount cannot be withdrawn while the loan is outstanding. Only when a loan is fully repaid can a member withdraw the compulsory savings.

Members are also encouraged to make voluntary deposits during centre meetings or at the SPBD office. These voluntary deposits can be withdrawn at any time when needed by the member.

All clients' savings are deposited in a segregated bank account at Westpac Bank. SPBD is not a regulated financial institution and does not use clients' savings for onward lending. The number of savings accounts as of the end of the financial year is:

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| No. of Savings Accounts | 4,841 | 2,925 |
| Clients Saving Balances | 334,760 | 223,116 |

## 12. ACCOUNTS PAYABLE

|  | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Accounts Payable | $\mathbf{7 , 6 7 4}$ | 6,413 |
| Employees Entitlement | 4,023 | 0 |
| Total | $\mathbf{1 1 , 6 9 7}$ | $\mathbf{6 , 4 1 3}$ |

## 13. COMMERCIAL LOANS

|  | Type of <br> Facility | Facility <br> Amount | Outstanding <br> balance | Intere <br> st Rate | Start Date | Maturity <br> Date |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| Tonga Development <br> Bank | Fluctuating <br> Credit Facility <br> (FCF) | TOP600,000 | TOP400,000 | $10.5 \%$ | $6 / 9 / 2010$ | On demand |
| Cresud | Loan | USD250,000 | TOP430,515 | $9.50 \%$ | $31 / 1 / 2011$ | $31 / 1 / 2014$ |
| TOTAL OUTSTANDING <br> BALANCE |  | TOP\$830,515 |  |  |  |  |

1. The FCF with Tonga Development Bank is secured by a charge of $120 \%$ of the loan portfolio of SPBD or 720,000 to cover the 600,000 facility amount.
2. Cresud loan is secured by Guarantees from Microdreams for $40 \%$ or USD150,000 and MCC Servire for $60 \%$ or USD75,000. It is also secured by a USD25,000 term deposit at a local commercial Bank in Samoa.

## 14. SOFT LOANS

SPBD availed of long-term loans at below market interest rates with the following balances:

| Outstanding Balance of Soft Loans | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Microdreams Foundation (USA) | 251,721 | 393,747 |
| Jasmine Charitable Trust (NZ) | 800,000 | $1,000,000$ |
| Deutsche Bank | 303,808 | 0 |
| Good Return | 53,718 | 0 |
| Total | $\mathbf{1 , 4 0 9 , 2 4 7}$ | $\mathbf{1 , 3 9 3 , 7 4 7}$ |

## a. MicroDreams Foundation

Five (5) long term loans were received during the period with the following terms:

| Loan Amount and Currency | Amount in TOP | Interest Rate | Date Granted | Maturity Date | Grace Period on Principal (years) | Principal Repayment during the period | Interest <br> Payments <br> during the period | Outstanding Balance at 31/12/11 | Accrued <br> Interest <br> Payable |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| TOP 4,000 | 4,000 | 7\% | 20-7-2009 | 30-9-2012 | 3.25 | 0 | 0 | 4,000 | 280 |
| USD 75,000 | 136,116 | 5\% | 6-8-2009 | 30-9-2013 | 3.65 | 132,743 | 2,489 | 0 | 0 |
| TOP 162,888 | 162,887 | 7\% | 1-9-2009 | 30-9-2014 | 4.30 | 0 | 11,402 | 162,887 | 0 |
| USD 50,000 | 90,744 | 5\% | 2-10-2009 | 15-12-2014 | 5.00 | 88,496 | 1,659 | 0 | 0 |
| USD 50000 | 94,482 | 5\% | 21-6-2010 | 30-9-2011 | 1 month | 0 | 0 | 0 | 0 |
| NZD 70,000 | 84,854 | 7\% | 1/12/2011 | 15-12-2014 | 1.75 yrs | 0 | 0 | 84,834 | 587 |
| TOTAL OUTSTANDING BALANCE |  |  |  |  |  |  |  | 251,721 | 867 |

The loans with MicroDreams Foundation are unsecured. There are no deposits tied to these loans and no guarantee was obtained to secure them.

## b. Jasmine Charitable Trust

| Loan Amount <br> and Currency | Amount <br> in TOP* | Interest <br> Rate | Date Granted | Maturity <br> Date | Grace <br> Period on <br> Principal <br> (years) | Principal <br> Repayment <br> during the <br> period | Interest <br> Payments <br> during <br> the <br> period | Outstanding <br> Balance at <br> $31 / 12 / 11$ | Accrued <br> Interest <br> Payable |
| :---: | :---: | :---: | ---: | ---: | ---: | ---: | ---: | :---: | :---: |
| TOP <br> $1,000,000$ | $1,000,000$ | $5 \%$ | $15-10-2009$ | $31-12-2013$ | 2.0 | 200,000 | 93,392 | 800,000 | 0 |
| TOTAL OUTSTANDING BALANCE |  |  |  |  |  | $\mathbf{8 0 0 , 0 0 0}$ | $\mathbf{0}$ |  |  |

The loan with Jasmine Charitable Trust is unsecured. There are no deposits tied to this loan and no guarantee was obtained to secure it.

## c. Deutsche Bank

| Loan Amount <br> and Currency | Amount <br> in TOP* | Interest <br> Rate | Date Granted | Maturity <br> Date | Grace <br> Period on <br> Principal <br> (years) | Principal <br> Repayment <br> during the <br> period | Interest <br> Payments <br> during <br> the <br> period | Outstanding <br> Balance at <br> $31 / 12 / 11$ | Accrue <br> Interest <br> Payable |
| :---: | :---: | :---: | ---: | ---: | ---: | ---: | ---: | ---: | ---: |
| USD 100,000 | 172,206 | $5 \%$ | $15-10-2009$ | $31-12-2013$ | 2.0 | 0 | 5,557 | 172,206 | 1345 |
| USD75,000 | 131,602 | $5 \%$ | $2-12-2011$ | $28-2-2013$ | 0 | 0 | 0 | 131,602 | 396 |
| TOTAL OUTSTANDING BALANCE |  |  |  |  | $\mathbf{3 0 3 , 8 0 8}$ | $\mathbf{1 , 7 4 1}$ |  |  |  |

The loans with Deutsche Bank are unsecured. There are no deposits tied to these loans and no guarantee was obtained to secure them.

## d. Good Return

| Loan Amount and Currency | Amount in TOP* | Interest Rate | Date Granted | Maturity Date | Grace Period on Principal (years) | Principal Repayment during the period | Interest Payments during the period | Outstanding Balance at $31 / 12 / 11$ | Accrued <br> Interest <br> Payable |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| TOP 53,698 | 53,718 | 0\% | 1-4-2011 | On Going | 0 | 0 | 0 | 53,718 | 0 |
| TOTAL OUTSTANDING BALANCE |  |  |  |  |  |  |  | 53,718 | 0 |

The loan with Good Return is unsecured. There are no deposits tied to this loan and no guarantee was obtained to secure it.

## 15. ACCRUED INTEREST

| Accrued Interest Payable | $\mathbf{2 0 1 1}$ | $\mathbf{2 0 1 0}$ |
| :--- | ---: | ---: |
| Microdreams Foundation (USA) | 867 | 1,417 |
| Jasmine Charitable Trust (NZ) | 0 | 50,685 |
| Deutsche bank | 1,741 | 0 |
| CreSud | 2,010 | 0 |
| Total | $\mathbf{4 , 6 1 8}$ | $\mathbf{5 2 , 1 0 2}$ |

## 16. OWNER'S EQUITY

On 1 July 2011 Greg F. Casagrande transferred 100,000 shares in the SPBD (Tonga) to SPBD Microfinance Holdings (Singapore) Pte Limited. The transfer was recorded in the 2011 Annual Return filed with the Ministry of Labour \& Commerce on 24 October 2011.

SPBD Microfinance Holdings (Singapore) Pte Limited:

## 2011 <br> 2010

Opening Balance
182,882
182,882
Equity injection
Closing Balance 31 Dec

171,742
0
354,624

## 17. TAXATION

a. Income Tax

Income tax payable is $25 \%$ of Net Operating Income for the financial period.
Operating Income as per financials

## Add: Non deductible expenses

Unrealised Forex Loss 16,179
Life Insurance Provision 29,366
Loan Loss Provision
13,128
58,673
368,794
Less: Deductible expenses
$\begin{array}{ll}\text { Life Insurance Paid } & 9,000\end{array}$
Unrealised Forex Gain 35,567
Depreciation Adj 212
Loan Loss Provision $2010 \quad 14,566$
Taxable Income $\quad \mathbf{3 0 9 , 4 4 9}$
Income Tax Payable
\$77,362
b. Tax Payable

Income Tax Payable 77,362
Withholding Tax Payable 9,302

Total

## 18. RELATED PARTY TRANSACTIONS

| Borrower | Balance | Term | Status |
| :--- | :--- | :--- | :--- |
| Staff | $\$ 22,354$ | 12 months | Current |

The above balance of $\$ 22,354$ for Related Party Transactions is included in the balance of $\$ 2,764,085$ for Loan Receivables in note 6 above.

