



Report No.: FIN-2014-07(E)

15 June 2014

Employment Tribunal

Audit Report for the year 2013



Contents

	Page
Auditor General's Report.....	1
Financial Statements	
Statement of Receipts and Payments.....	7
Statement of Comparison of Budget and Actuals.....	8
Statement of Assets	9
Statement of Liabilities	9
Notes to the financial statements.....	10

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



AUDITOR GENERAL'S OFFICE

Malé, Republic of Maldives

AUDITOR GENERAL'S REPORT ON THE FINANCIAL STATEMENTS OF THE EMPLOYMENT TRIBUNAL FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2013

**To the President of the Republic of Maldives, the People's Majlis and the Accountable
Officer of the Employment Tribunal**

Introduction

The purpose of this report is to express an opinion on the financial statements of the Employment Tribunal for the financial year ended 31 December 2013, pursuant to the Audit Act (No. 4/2007), and to express an opinion whether the Tribunal has spent funds in accordance with the budget approved by the parliament for the achievement of its objectives and for the purposes intended in the budget and within the limits set therein, and it has complied with Public Finance Legislation in conducting financial operations of the Tribunal, and to present to the Accountable Officer of the Tribunal the issues that have been observed in the audit and the recommendations thereon pursuant to section 36(A) of the Public Finance Act (No.3/2006), and to submit these issues and recommendations to the President and the Parliament in accordance with the article 213 of the Constitution. This report will also be placed on the AGO website www.audit.gov.mv

The report is made up of two sections. Section one contains our opinion on the financial statements. And section two contains our opinion on Tribunal's compliance with Public Finance Legislation and the parliamentary authorities in spending out of the budget it has approved for the Tribunal.

We have audited the financial statements of the Employment Tribunal set out on pages 7 to 21, including the Statement of Receipts and Payments, Statement of Comparison of Budget



and Actuals for the year ended 31 December 2013, Statement of Assets and Statement of Liabilities as at 31 December 2013, and accompanying notes to these financial statements.

The issues observed in this report have been discussed with the senior management of the Employment Tribunal. We place on record our appreciation to all those who have extended their cooperation to this audit.

Report on the Financial Statements

Accountable Officer's Responsibility for the Preparation of Financial Statements

It is the responsibility of the Accountable Officer of the Employment Tribunal designated under Section 46(A) of the Public Finance Act (No. 3/2006): to conduct financial operations of the Employment Tribunal in accordance with the provisions in the Public Finance Act and Public Finance Regulations, maintain proper and complete books of accounts, and prepare and present annual financial statements in accordance with the Financial Reporting Framework prescribed for the public institutions by the Ministry of Finance and Treasury (Financial Circular 4/2012). The Financial Reporting Framework requires the Statement of Receipts and Payments, and the Statements of Comparison of Budget and Actuals to comply with International Public Sector Accounting Standard (IPSAS): *Financial Reporting under the Cash-Basis of Accounting*. The framework also requires the preparation of Statements of Assets and Statement of Liabilities.

This responsibility also includes: designing, implementing and maintaining internal controls relevant to the preparation and presentation of financial statements that are free from material misstatements, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor General's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (ISA). 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.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the 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 presentation of the Financial Statements. An audit also includes evaluating the appropriateness of accounting policies used



and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

An audit involves examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. It cannot be relied upon therefore to identify all errors and weaknesses that may exist.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Basis for Qualified Opinion

The basis for preparation and presentation of financial statements, as laid down in the Ministry of Finance and Treasury's circular (No. 4/2012), is the International Public Sector Accounting Standard (IPSAS): *Financial Reporting under the Cash-Basis of Accounting*. This basis recognises payments when they are made and receipts when they are received. However, as stated in the Tribunal's Accounting Policy Note 2.1, the expenditure figures taken into the financial statements reflect payments on the date that they are posted to the Public Accounting System, rather than at the date that payments are actually made. As such the financial statements do not comply with the IPSAS Cash-Basis of accounting and have not therefore been prepared in accordance with the required financial reporting framework for public institutions promulgated by the Ministry of Finance and Treasury.

Qualified Opinion

In our opinion, except for any differences that may arise due to the departures from cash accounting as described under the *Basis of Qualified Opinion*, the Statement of Receipts and Payments of the Employment Tribunal, the Statement of Comparison of Budget and Actuals for the year ended 31 December 2013, the Statement of Assets and Statement of Liabilities as at 31 December 2013 present fairly, in all material respects, the receipts and payments, the approved budget and the withdrawals from it for the year ended 31 December 2013, and the assets and liabilities of the Employment Tribunal as at 31 December 2013. However, due to the significance of the matters described under *Basis of Qualified Opinion* above, we believe that the financial statements have not been prepared in accordance with the financial reporting framework for the public institutions promulgated by the Ministry of Finance and Treasury.



Report on the Compliance with the Public Finance Legislation

Accountable Officer's Responsibility for Compliance with Public Finance Legislation

In addition to the aforesaid responsibility to prepare and present the financial statements, it is the responsibility of the Accountable Officer to spend funds in accordance with the budget approved by the parliament to achieve the objectives of the Tribunal and for the purposes intended in the budget and within the limits set therein, and to comply with Public Finance Act and Public Finance Regulations in conducting financial operations of the Tribunal.

Auditor General's Responsibility

In addition to the responsibility to express an opinion on the financial statements described above, it is our responsibility to express an opinion on whether the Tribunal has spent funds, in all material respects, in accordance with the budget approved by the parliament for the achievement of its objectives and for the purposes intended in the budget and within the limits set therein, and it has complied with Public Finance Act and Public Finance Regulation in conducting financial operations of the Tribunal.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Basis for Opinion on Compliance with Public Finance Legislation

Section 87 (M I) of the Employment Act (No.2/2008) stipulates that funds required to carry out the responsibilities of the Tribunal shall be provided by the Treasury in accordance with the budget approved by the parliament every year. As such MVR 5,702,149 has been approved by the parliament for the Tribunal for its financial year that ended on 31 December 2013. However, during the financial year the Tribunal has spent MVR 1,245,533 in excess of the parliament-approved budget. The overspent amount was facilitated by a budget extension of MVR 1,251,429 made to the Tribunal by the Ministry of Finance and Treasury. However, it was observed that the parliamentary approval for this budget extension was not obtained as per clause 32(e) of the Public Finance Act.

Opinion on Compliance with Public Finance Legislation

Due to the significance of matter described under the *Basis for Opinion on compliance with Public Finance Legislation*, we do not believe that the Employment Tribunal has made disbursements for its financial year 2013 out of its annual budget approved by the parliament in all material respects, for the achievement of its objectives and for the purposes intended in the budget and within the limits set therein, in accordance with Public Finance Act and Public Finance Regulations.



Matters Arising from the Audit and Recommendations for Improvements

1. Departures from Cash-Basis of Accounting

The basis for preparation and presentation of the financial statements of the public institutions, as laid down in the Ministry of Finance and Treasury's circular (No. 4/2012), is the International Public Sector Accounting Standard (IPSAS): *Financial Reporting under the cash-basis of accounting*. This basis recognises payments when outflow of cash occurs, and receipts when cash is received to the entity. The Tribunal however, as stated in Accounting Policy Note 2.1, includes expenditure in the financial statements, when it is posted to the Public Accounting System, rather than when it is actually paid. The Tribunal does not identify and make necessary adjustments to the financial statements in relation those transactions that have been posted, but not have been paid for during the financial year.

Also, the Public Finance Act (No. 3/2006) allows a 30-day period in the following financial year during which transactions can be posted to the previous year, as long as the goods or services were received in the earlier year; and that there is still available budget for that expenditure in the earlier year. This practice may vary year-on-year depending on specific instructions issued by the Ministry of Finance and Treasury. This practice also represents a departure from Cash-Basis of accounting.

Implication

The inclusion in the financial statements of transactions posted to the Public Accounting System rather than transactions actually paid, and the posting of transactions to the previous reporting period during the 30-day period allowed under the Public Finance Act are departures from Cash-Basis of accounting. This means that the financial statements prepared on this basis do not comply with the current Financial Reporting Framework.

Recommendation

For the 2014 financial statements, the Tribunal should discuss with the Ministry of Finance and Treasury an Accounts Direction that recognises that the accounts are prepared on a partial accruals basis. Over an appropriate period of time the Tribunal should move to full accruals accounts, and at key stages in the process, the Accounts Direction issued should be amended to reflect the progress made.



2. Extending the Budget without the Approval of the Parliament

Section 87 (M I) of the Employment Act (No.2/2008) stipulates that funds required to carry out the responsibilities of the Tribunal shall be provided by the Treasury in accordance with the budget approved by the parliament every year. As such MVR 5,702,149 has been approved by the parliament for the Tribunal for its financial year that ended on 31 December 2013. However, during the financial year the Tribunal has spent MVR 1,245,533 in excess of the parliament-approved budget. The overspent amount was facilitated by a budget extension of MVR 1,251,429 made to the Tribunal by the Ministry of Finance and Treasury. However, it was observed that the parliamentary approval for this budget extension was not obtained as per clause 32(e) of the Public Finance Act.


Implication

Extending the budget of the Tribunal by the Ministry of Finance and Treasury without the approval of the parliament negates the objective of approving the budget of the public institutions by the parliament as set out in enabling laws of the former. It also creates the risk of spending over and above the budget set for the public institutions that could consequently increase the budget deficit.

Recommendation

We recommend the Tribunal to get the budget extensions/deductions approved by the parliament, in the similar manner as the initial budget.

17th Shaubaan 1435
15th June 2014



Niyaz Ibrahim
Auditor General





Employment Tribunal

Financial Statements

2013

Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

Statement of Receipts and Payments for the year ended 31st December 2013

	Notes	Public Bank Account 2013	Public Bank Account 2012
Receipts			
Opening Balance	13	1,601	19,533
Amount Drawn from the Budget Approved by Parliament	3	6,947,682	6,770,071
Sale of Books, News Papers, Magazines	4	25,452	19,954
Petty Cash Balance held at year end	14	925	529
Total Receipts		6,975,660	6,810,087
Payments			
Salaries and Wages	5	4,520,051	4,128,497
Pensions	6	195,261	191,090
Travelling Expenses	7	1,918	2,818
Administrative Supplies	8	112,646	140,452
Administrative Services	9	1,523,562	1,506,587
Training Expenses	10	464,972	633,088
Repairs and Maintenance	11	13,091	24,381
Furniture, Machinery and Equipment	12	116,710	143,158
Total Expenditure	3	6,948,211	6,770,071
Deposits to Public Bank Account (PBA)	13	26,463	38,415
Total Payments (including the amount deposited to PBA)		6,974,674	6,808,486
Balance		986	1,601

We testify that these financial statements have been prepared and presented truly and fairly, without any concealment of facts.



Idrees Ismail
Idrees Ismail
President

Abdulla Ali
Abdulla Ali
Vice President



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

Statement of Comparison of Budget and Actual Amounts for the year ended 31st December 2013

	Notes	Approved Budget	Transfers within budget codes	Budget deductions/ additions	Final Budget 2013	Income/ Expenses 2013	Balance
Budget/Receipts							
Approved Budget	3	5,702,149	-	1,251,429	6,953,578	6,948,211	5,367
Income Received	4	-	-	-	-	25,452	-
Total Receipts		5,702,149	-	1,251,429	6,953,578	6,973,663	5,367
Recurrent Expenditure							
Salaries and Wages	5	4,585,103	(234,000)	174,314	4,525,417	4,520,051	5,367
Pensions	6	209,881	(112,000)	97,380	195,261	195,261	-
Travelling Expenses	7	-	2,150	(233)	1,918	1,918	-
Administrative Supplies	8	70,045	40,200	2,401	112,646	112,646	-
Administrative Services	9	800,360	(110,350)	833,552	1,523,562	1,523,562	-
Training Expenses	10	-	298,734	166,238	464,972	464,972	-
Repairs and Maintenance	11	7,500	14,000	(8,409)	13,091	13,091	-
Total Recurrent Expenditure		5,672,889	(101,266)	1,265,245	6,836,868	6,831,501	5,367
Balance before Capital Expenditure		29,260	-	-	116,710	142,162	-
Capital Expenditure							
Furniture, Machinery & Equipment	12	29,260	101,266	(13,816)	116,710	116,710	-
Total Capital Expenditure		29,260	101,266	(13,816)	116,710	116,710	-
Total Expenditure		5,702,149	-	1,251,429	6,953,578	6,948,211	5,367
Budget Balance							5,367



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

Statement of Assets as at 31st December 2013

ASSETS	Notes	2013	2012
Non-Current Assets			
Furniture, Machinery & Equipment	12	1,521,399	1,404,689
Total of Non-Current Assets		1,521,399	1,404,689
Current Assets			
Cash in Hand	14	986	1,601
Amount Receivable from following year's Budget	15	38,059	-
Total of Current Assets		39,045	1,601
Total Assets		1,560,444	1,406,290

Statement of Liabilities as at 31st December 2013

Liabilities	Notes	2013	2012
Unpaid Bills	15	38,059	-
Funds Payable to Ministry of Finance and Treasury	14	986	1,601
Capital Reserve Represented by Non-Current Assets	12	1,521,399	1,404,689
Total Liabilities		1,560,444	1,406,290

The financial statements are to be read in conjunction with the related notes which form an integral part of the financial statements of the Tribunal set out on pages 10 to 21.



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

Notes to the Financial Statements

1. General Information

Employment Tribunal was formed by the president of the Republic of Maldives on 29th December 2008 under section 10 of the Employment Act (No. 2/2008) pursuant to the article 25 and 37 of the constitution ratified on 7th August 2007, which stipulates the rights and obligations of the employees who are working in the Maldives. The Tribunal is financed through funds made available from the Treasury in accordance with the budget approved by the parliament.

2. Summary of Significant Accounting Policies

The principal accounting policies applied in these financial statements are set out below. These policies have been applied consistently over the financial years, unless or otherwise stated.

2.1 Basis of Preparation

International Public Sector Accounting Standard (IPSAS): *Financial Reporting under the Cash Basis of Accounting* has been taken as the basis for preparing and presenting the financial statements of the Employment Tribunal. However, expenditures are recognised when transactions are posted to the Public Accounting System (SAP). Usually, these expenditures would be paid for during the financial year. In addition, pursuant to Public Finance Act (No 3/2006), a 30 day period is allowed in the succeeding financial year to post the transactions to the preceding financial year, subject to availability of funds in the budget and provided that the good/service and the bill for it have been received on or before 31 December of the preceding financial year. As such, these transactions have also been recognised as expenditures of the financial year 2013.

Amounts withdrawn from the 2013 approved budget of Tribunal and other forms of state income received is reported as cash received in the Statement of Receipts and Payments. All revenue or cash received by Tribunal other than the amounts withdrawn from the approved



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

budget are deposited in the Public Bank Account (PBA). The amount not deposited as such is shown in the financial statements as payables to the Ministry of Finance and Treasury.

Receivables are shown in the Statement of Receipts and Payments only when the amount is realised in cash and any amount receivable at the end of the financial year in respect of the work (service) of the Tribunal, are reported in the notes to the financial statements.

The financial statements are prepared under the 'historical cost convention'. Henceforth transactions are stated at the cost incurred at the time of the transactions. Accordingly, non-current assets, other assets and liabilities and capital are shown at their historical values. No depreciation is charged for any fixed assets.

2.2 Transactions in Foreign Currencies

Financial statements are presented in the Maldivian Rufiyaa (MVR), as it is the transacting and reporting currency of the Tribunal. Transactions in foreign currencies are converted to MVR at the exchange rate between United States Dollar (USD) and Maldivian Rufiyaa (MVR) prevailing at the date of the transactions. Where receivables or payables are in foreign currencies, they are converted to USD-MVR exchange rate prevailing at the last day of the financial year. Any other valuation technique has been used only in case of forward contracts.

2.3 Consumables Stock

Consumables are valued at their purchase price. They are reported as an expense without capitalising. Since consumable items are expensed when they are purchased and not when they are used, the items not used at the end of the year are not reported in the financial statements as consumables stock.

2.4 Events after the Reporting Period

Events occurring after the date of Statement of Assets and Statement of Liabilities are assessed for their materiality, and adjustments are brought to these financial statements as appropriate.



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

2.5 Financial Obligations

Financial obligations are reported at historical values. Those amounts reported as financial obligations relate to the expenses of the prior financial years, including 2013 that were not paid within the first 30 government working days of the financial year 2014. These amounts are also reported as amounts receivable from the following year's budget on the Statement of Assets. Other obligations reported include state receipts returnable to Ministry of Finance & Treasury and the Fixed Assets Reserve that represents the state equity as at 31 December 2013.

2.6 Receipts

The receipts reported on the Statement of Receipts and Payments include the amounts withdrawn from the approved budget for this financial year and other receipts collected by the Tribunal. State receipts (other than those withdrawn from the budget) are not allowed to be used for the Tribunal's expenses. And therefore, these receipts are deposited in the Public Bank Account (PBA) of the Ministry of Finance & Treasury. Receipts that are not deposited in the PBA are reported as those that are returnable to the Ministry of Finance & Treasury in the financial statements.

2.7 Deposits made in the PBA

Deposits made to the PBA and reported as such in the Statement of Receipts and Payments, are state receipts collected and deposited in the PBA by the Tribunal.

2.8 Cash Balances

Cash balances reported in the financial statements are petty cash balance and cash withdrawn from PBA for the Tribunal's expense, which are not deposited back in the PBA at the end of the financial year. Cash balances are supposed to be deposited back into PBA of the Ministry of Finance and Treasury at the commencement of the following financial year.



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

2.9 Comparatives

Comparative information for the financial year 2012 are also included in these financial statements.

2.10 Budget Information

In the Statement of Comparison of Budget and Actuals, the Tribunal's policy is to show the original budget as approved by the Parliament, budget additions and deductions by the Ministry of Finance and Treasury, transfers within various budget codes and the effect of any circumstance which led to the non-availability of the budget. The final budget shown in the Statement of Comparison of Budget and Actuals reflects these adjustments.

3. Funds Withdrawn from the Approved Budget

Details	2013	2012
Approved Budget by Parliament	5,702,149	9,576,961
Budget Deductions/Additions	1,251,429	(1,436,544)
Final Budget	6,953,578	8,140,417
Budget Balance	(5,367)	(1,370,346)
Total Expenditure	6,948,211	6,770,071
Opening Petty Cash held	(529)	-
Amount Withdrawn from the Approved Budget	6,947,682	6,770,071

The difference between the total expenditure (MVR 6,948,211) made during this financial year and the total reported as withdrawals from the 2013's budget (MVR 6,947,682) on the Statement of Receipts and Payments is the opening petty cash balance of MVR 529 as at 1st January 2013. This opening petty cash balance was a withdrawal from last year's budget. However, it was spent during this financial year.

The Statement of Comparison of Budget and Actuals includes the budget passed by the Parliament, the supplementary budget made available to the Tribunal by the Ministry of Finance and Treasury via its letter No.13-B/200-VTR/2013/26 on 18th August 2013 and the



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

transfers (which do not alter the total budget passed) made within budget codes of the budget approved by the Parliament for the financial year 2013. In addition, subsequent to the Ministry of Finance and Treasury's circular No. 13-B/CIR/2013/11 dated 23rd Dec 2013, the balance remaining in the Tribunal's budget as at 27th Dec 2013 was deducted. For these reasons, the balances remaining in the final budget column on the Statement of Comparison of Budget and Actuals was the late fine of MVR 5,367 which was deducted from salaries and wages paid to staff during the financial year 2013. It was a saving from budgetary allocation made for the Salaries and Wages.

4. Income Received

Details	2013	2012
Amount Received from previous year Budget	-	-
Sale of Non-Current Assets	-	197
Other Fine or Penalty	-	2,770
Sale of Books, News Papers, Magazines etc.	25,443	16,984
Cash Received for which purpose is unknown	9	3
Total	25,452	19,954



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

5. Salaries and Wages

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
211001 Salaries and Wages	2,768,512	(38,000)	64,303	2,794,815	2,794,815	2,753,731
211002 Overtime Pay	21,216	4,000	(1,963)	23,253	23,253	65,120
212005 Ramazan Allowance	81,322	-	(1,190)	80,132	80,132	76,492
212009 Special Allowance for the Post Annual Leave Cancellation Allowance	744,240	(100,000)	41	735,965	735,965	729,977
212017 Exclusive Job Allowance	-	-	-	-	-	32,269
212023 Phone Allowance	636,471	(100,000)	41,531	578,002	578,002	168,639
212024 Service Allowance	2,400	-	-	2,400	2,400	2,400
212027 Other Allowances	312,057	-	(1,207)	310,850	310,850	308,094
212999 Late Fine	18,885	-	(18,885)	-	-	-
126004	-	-	-	-	(5,367)	(8,225)
Total	4,585,103	(234,000)	174,314	4,525,417	4,520,051	4,128,497

6. Pensions

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
213001 Pension	209,881	(112,000)	97,380	195,261	195,261	191,090
Total	209,881	(112,000)	97,380	195,261	195,261	191,090



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

7. Travelling Expenses

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
221001 Travelling Expenses - Local Sea Travel	-	1,500	(43)	1,458	1,458	-
221002 Travelling Expenses - Local Land Travel	-	650	(190)	460	460	-
221999 Other Travelling Expenses	-	-	-	-	-	2,818
Total	-	2,150	(233)	1,918	1,918	2,818

8. Administrative Supplies

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
222001 Stationery and Office Requisites	55,000	(14,500)	23,056	63,556	63,556	86,362
222002 IT Related Materials	1,500	40,000	(16,071)	25,429	25,429	33,606
222003 Fuel and Lubricants	1,375	-	(475)	900	900	1,000
222004 Meals for Employees During Office Hours	-	1,500	(888)	612	600	1,160
222005 Electrical Items	945	3,350	(1,804)	2,491	3,477	1,299
222006 Spare Parts	2,025	8,850	-	10,875	9,902	1,368
222008 Supplies for Office Cleaning	3,600	3,500	484	7,584	7,584	12,425
222009 Utensils and Accessories	3,600	(2,500)	(1,100)	-	-	547



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

222011	Curtains, Table Cloths etc.	-	-	-	-	-	2,685
222999	Other Administrative Supplies	2,000	-	(802)	1,198	1,198	-
Total		70,045	40,200	2,401	112,646	112,646	140,452

9. Administrative Services

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
223001 Telephone, Fax and Telex	17,500	-	(1,866)	15,634	15,634	18,846
223002 Electricity	100,000	(11,000)	63,049	152,049	152,049	172,294
223003 Water and Sanitation Services	7,500	-	5,101	12,601	12,601	12,173
223004 Leased Line and Internet	51,000	-	65,536	116,536	116,536	66,857
223005 Building Rent and Land Rent	600,000	(100,000)	700,000	1,200,000	1,200,000	1,200,000
223006 Hire Charges	-	-	-	-	-	636
223008 Cleaning Services and Waste Disposal	18,225	-	7,487	25,712	25,712	31,245
223009 Postage and Message	1,485	-	(782)	703	703	625
223010 Announcements, Subscriptions and Advertisements	1,350	(1,350)	-	-	-	2,315
223011 Carriage and Conveyance	-	-	-	-	-	265
223012 Meeting or Seminar Related Expenses	800	-	(474)	326	326	611
223013 National Competitions and Ceremonies	-	-	-	-	-	720



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

223016	Consultancy, Translation & Other Related Services	1,500	(1,500)	-	-	-	-
223999	Other Administrative Services	1,000	3,500	(4,500)	-	-	-
Total		800,360	(110,350)	833,552	1,524,562	1,523,562	1,506,587

10. Training Expenses

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions/ additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
225001 Scholarship and Fellowship Assistance	-	232,900	169,667	402,567	402,567	633,088
225002 Short Course Fees & Expenses - Overseas	-	29,000	(1,695)	27,305	27,305	-
225003 Training Workshops Related Expenses	-	1,734	(1,734)	-	-	-
225004 Course Fees & Related Expenses - Local Training	-	35,100	-	35,100	35,100	-
Total	-	298,734	166,238	464,972	464,972	633,088

A budget transfer of MVR 1,734 from the code 225003 was for an expense incurred in relation to a training on audit conducted by the Auditor General's Office (AGO). Instead of making a payment to the AGO, this amount was transferred from the Tribunal's 2013 budget to that of AGO. Henceforth, this amount was not included as an expense in the Statement of Receipts and Payments.



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

11. Repairs and Maintenance

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2013	Expenditure 2012
226002 Repairs - Non-Residential Buildings Scholarship and Fellowship Assistance	-	-	-	-	-	7,950
226009 Repairs - Furniture & Fittings	1,400	-	(414)	986	986	1,640
226010 Repairs - Machinery and Equipment	3,600	14,000	(5,495)	12,105	12,105	14,579
226013 Repairs - Computer Software	1,000	-	(1,000)	-	-	-
226014 Repairs - IT-Related Hardware	1,500	-	(1,500)	-	-	212
Total	7,500	14,000	(8,409)	13,091	13,091	24,381

12. Furniture, Machinery and Equipment

Details	Approved Budget 2013	Budget Transfers within codes	Budget deductions / additions	Final Budget 2013	Expenditure 2012	Opening Balance as at 01.01.2013	Expenditure 2013	Closing
423001 Furniture & Fittings	13,000	(10,000)	8,137	11,137	94,955	493,232	7,044	500,276
423002 Machinery & Equipment	3,000	29,000	(4,828)	27,172	-	334,633	31,265	365,898
423005 Reference books & Exhibition goods	2,400	(1,734)	(666)	-	6,948	9,248	-	9,248
423006 Communication Infrastructure	860	49,250	(1,622)	48,488	-	134,439	48,488	182,927
423007 Computer Software	-	6,883	(78)	6,805	-	248,299	6,805	255,104
423008 IT-Related Hardware	10,000	26,367	(13,259)	23,108	38,923	177,540	23,108	200,648
423999 Other Equipment	-	1,500	(1,500)	-	2,332	7,298	-	7,298
Total	29,260	101,266	(13,816)	116,710	143,158	1,404,689	116,710	1,521,399



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

13. Income Deposited to the Public Bank Account

Details	2013	2012
Cash held in Tribunal at the start of the year	1,601	19,533
Income Received	25,452	19,954
Petty Cash at the end of the year	925	529
Opening Petty Cash held	(529)	-
	27,449	40,016
Income Amount Deposited to Public Bank Account	(26,463)	(38,415)
	986	1,601

14. Cash Balances

Details	2013	2012
Petty Cash at the end of the year	925	529
Income not Deposited in PBA at the end of the year	61	1,072
Total	986	1,601

A cheque of MVR 32,176 payable to Maldives Pension Administration Office (MPAO) as state contribution to the Maldives Pension Scheme in respect of the Tribunal's employees was not collected by MPAO at the year end. Thus, it was kept in the safe of the Tribunal. This figure was not included in the closing cash balances of the Tribunal.



Employment Tribunal

Financial Statements for the year ended 31st December 2013 (in MVR)

15. Payables

Details	2013	2012
Payables at the year end	38,059	-
Total	38,059	-

