Alafia x Co

# CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT (NIGERIA)

## **AUNNUAL REPORT**

&

**FINANCIAL STATEMENTS** 

FOR THE PERIOD ENDED 31<sup>ST</sup> DECEMBER, 2015

ALAFIA & CO. (CHARTERED ACCOUNTANTS)

## ANNUAL REPORT AND FINANCIAL STATEMENTS

Year ended 31st December, 2015

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#### CORPORATE INFORMATION

#### **COUNCIL MEMBERS**

Major General Umar T. Usman (Rtd) FCILT

**National President** 

Prof. Kayode Oyesiku (FCILT)

National Deputy President

Mallam Jibril Ibrahim Abubakar (FCILT)

International Vice President, Nigeria

Mr. Bob Ekwuribe (FCILT)

Vice President East

Alhaji Dr. Aminu. M. Yusuf (FCILT)

Vice President North

Mr. Alban Igwe (FCILT)

Vice President West

Mrs. Aisha Ali-Ibrahim (FCILT) Dr. Desmond Amiegbobhor (FCILT)

Dr. Usman Gidado (FCILT)

Mr. Ogbonna Ogochukwu (CMILT)

Mr. John Dottie (CMILT) Engr. M.G. Ibikunle (FCILT) Prof. Princewill Owuala (FCILT) Mrs. Mary Hamman (CMILT) Prof. Adesoji Adesanya (FCILT) Oputa Mberekpe (FCILT)

Mrs. Fatima Diko-Kuton (FCILT) Dr. Somuyiwa Adebambo (FCILT)

Mr Farah Saleh (FCILT)

Prof. Callistus Ibeh (CMILT) Mr. Jack Pam (CMILT) Dr. Innocent Ezeala (CMILT)

Mrs.Affiong Ibanga(CMILT) Dr Obed Ndikom (FCILT) Mr. Paul Ndibe (FCILT)

Global Convener. & Chairp. WILAT Road Mode Representative Maritime Mode Representative Logistics Mode Representative Rail Mode Representative Air Mode Representative Pipe Line Mode Representative

Female Rep.

Chairperson Ibadan Branch Chairperson Portharcourt Branch

Chairperson Lagos Branch

Chairperson PDC

Chairperson Zaria Branch Chairperson Owerri Branch Chairperson Abuja Branch

Chairp. Akwa Ibom & Cross Rivers Branch Chairman P R & Bus. Strategy Committee. Chairman Audit & Finance Committee Deputy Director Admin. and Finance/

Secretary to Council

NATIONAL SECRETARIAT: 4th Floor, 15B Awolowo Road

South West, Ikoyi Lagos. Nigeria

P.O. Box 152, Ebute Metta

Lagos. Nigeria

Alafia & Co. (Chartered Accountants) **AUDITORS:** 

17th Floor (Right Wing) 8-10 Broad Street Lagos. Nigeria

BANKERS:

Union Bank of Nigeria Plc

Sterling Bank Plc

Zenith International Bank Plc

#### REPORT OF THE COUNCIL

Year ended 31st December, 2015

The council submits their report together with the accounts for the year ended 31st December, 2015

#### 1. LEGAL STATUS

The Institute is an affiliate of Chartered Institute of Logistics & Transport International

2.	REVENUE ACCOUNT	2015	2014
		N	N
	INCOME	65,351,340	56,362,171
	The surplus/(deficit) for the year was	7,017,964	2,176,256
	Prior Year Net Income	(203,250)	368,449
	Accumulated fund brought forward	(964,234)	(3,508,939)
	Profit carried forward	5,850,479	(964,234)

#### 3. EMPLOYMENT AND EMPLOYEES

#### i) Employment of Disabled persons

It is the policy of the Institute that there should be no discrimination in considering applications for employment including those for disable persons. As at 31<sup>st</sup> December, 2015, there was no disabled person in the employment of the Institute.

#### Health, safety and welfare

Health and safety regulations are in force within the Institute's premises and employee are aware of existing regulations. The Institute provides subsidy to all levels of employees for medical, transportation, housing, etc.

#### ii) Training and Development

The institute is committed to keeping employees fully informed as much as possible regarding the Institute's performance and progress through regular briefings and meetings. Their views are sought where ever practicable on matters which particularly affect them as employees. The Institute believes that the professional and technical expertise of its managers and staff constitute a major asset and investment in developing such skills continues to receive attention.

#### 4. FIXED ASSETS ACQUISITION

Movements in fixed assets during the year are shown in note 1 on page 9.

#### 5. POST BALANCE SHEET EVENTS

There are no post balance sheet events which could have any significant effects on affairs of the Institute as at 31<sup>st</sup> December 2015 and for the year ended on that date which have not been adequately provided for, in these financial statements

BY ORDER OF COUNCIL SECRETARY LAGOS, NIGERIA.

## REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT (NIGERIA)

We have audited the financial statements of **The Chartered Institute of Logistics & Transport Nigeria** set out on pages 6 to 10 which have been prepared on the basis of the accounting policies set out on page 5.

#### Respective Responsibilities of Council and Independent Auditors'

The Council is responsible for the preparation and fair presentation of the financial statements in accordance with the Nigerian Accounting Standard Board. It is our responsibility to express an independent opinion, based on our audit on those financial statements and to report our opinion to the members.

#### **Basis of opinion**

We conducted our audit in accordance with Nigerian Standards on Auditing. The audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the management in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Institute's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which are considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity, or error. In forming our opinion, we also evaluated the overall adequacy of the internal control system and the presentation of information in the financial statements.

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

#### Opinion

In our opinion, the financial statements give a true and fair view of the state of affairs of **The Chartered Institute** of **Logistics & Transport Nigeria** as at 31st December 2015 and the Statement of Cash Flows for the period ended on that date, and have been properly prepared in accordance with the Statement of Accounting Standards issued by the Nigerian Accounting Standards Board.

ALAFIA & CO.

Alafa & Co.

(CHARTERED ACCOUNTANTS)

Lagos. Nigeria 6<sup>th</sup> June 2016

Hassan.O.Alafia FRC/2014/ICAN/0000007961



Partners/Associates: Hassan Alafia ACA ACITN ANIM, Thomas Okogwu FCA ACITN ACAMS, Kola Kalejaiye FCA,

Harris Alade ACA, Folorunso Olaleye FCA (England & Wales and Nigeria)

Consultants:

Sibatu Ibikunle FCA, Rasaq Mustapha ACA

Office address:

17<sup>th</sup> Floor (Right Wing), Western House 8-10 Broad Street Lagos Nigeria.

Tel: +2348023071077/+2347040000224/+2348033308519

#### STATEMENT OF ACCOUNTING POLICIES

Year ended 31st December, 2015

The following are the significant accounting policies adopted by the Institute in the preparation of these accounts.

#### 1. ACCOUNTING CONVENTION:

The accounts have been prepared under the historical cost convention.

#### 2. CONSULTANCY FEES

Where a consultant uses the auspices of the CILT to run a workshop or a seminar, 15% of the total receipts from such is chargeable to the Institute.

#### 3. STOCK:

Stock is valued at the lower of cost and net realizable value.

#### 4. SUBSCRIPTION

Members and students' subscription are accounted for strictly on cash received basis

#### 5. **DEPRECIATION:**

Depreciation of fixed assets is calculated on cost on a straight line basis at the following rate

- Furnitures & fittings

15% per annum.

Motor vehicles

33 1/3% per annum

Office equipment

25% per annum

#### 6. FIXED ASSETS:

Fixed assets are stated at cost less accumulated depreciation.

## BALANCE SHEET AS AT 31 DECEMBER 2015

	NOTES	2015	2014
		N	4
FIXED ASSETS	1	804,520	938,735
CURRENT ASSETS			
- Debtors and Prepayment	2	11,436,284	12,441,093
- Bank and Cash	3	9,461,808	3,460,650
		20,898,092	15,901,743
TOTAL ASSETS		21,702,611	16,840,478
CURRENT LIABILITIES			
(Amount falling due within one year)			
- Creditors and accruals	4	15,852,132	17,804,713
		15,852,132	17,804,713
NET CURRENT ASSETS/(LIABILITIES)		5,045,960	(1,902,970)
NET ASSETS/(LIABILITIES)		5,850,479	(964,234)
FINANCED BY:			
Accumulated Fund	5	5,850,479	(964,234)
Accumulated Fund	,	3,030,473	(504,254)
The financial statements and notes on pages 5 to	o 10 were approved		
By the council on and si	gned on their behalf by	:	
	mar T. Usman, (Rtd) FC ESIDENT	LT	
Paul No	dibe CMILT		
	TOR ADMIN AND FINAN	ICE	22

The statement of principal accounting policies on page 5 and notes on pages 9 to 10 form part of these accounts

#### REVENUE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER, 2015

	NOTES	2015	2014
		N	H
INCOME			
Members Subscription	6	3,658,000	4,081,100
Corporate membership subscription	6	1,250,000	250,000
Membership Registration		5,330,400	3,591,999
Students Exemption/Upgrading fees		3,817,000	3,215,800
C.I.LT Education & Exam		10,060,500	10,258,750
Professional Exam fees & Induction fees		6,505,793	2,857,400
Election/certification		1,752,300	1,445,100
Accreditation of Training providers		1,711,500	-
Income from National Conference		5,692,000	14,203,272
Workshop		10,603,300	5,664,300
Sales proceeds from Newsletter and Customised gift items		191,600	279,200
Development fee		3,090,100	3,989,000
Other Income		524,542	1,735,000
Income from International Conference		7,164,306	4,791,250
CHARGES		61,351,341	56,362,171
Staff Cost		12,167,450	14,193,123
Project Officer cost & Commission		491,000	542,900
Computer typing & Photocopying		419,390	506,732
Rent & Rate		600,000	100,000
Printing & Stationery		2,244,440	1,480,900
Transport and passages		2,120,769	1,931,778
Telephone		219,200	181,450
Newspapers and periodicals		73,700	70,800
Postages & Fax		763,162	435,516
Council Transport expenses		1,709,600	2,181,940
Committee Meetings		1,268,910	958,150
National Conference expenses		3,008,710	7,762,674
Fuel		494,950	778,823
Water & Cleaning expenses		138,340	,525
Office expenses		541,360	770,720
Repairs & Maintenance		209,250	764,100
Donation/Welfare		300,000	-
Induction expenses		6,643,782	5,677,940
Advertisement & Publicity		329,143	
Invigilation/Exam Registration		3,589,500	3,515,500
Bank charges & commission		215,606	277,771
Entertainment		34,820	
Expenses on workshop & fellowship forum		3,401,075	2,896,900
Cost of Producing Newsletter, customised gift items		695,500	589,250
Membership Dues to Intl		621,750	770,750
Staff Welfare/Medical expenses		13,640	9,980
IT & Intenet expenses		34,200	
Internatonal meeting expenses		9,362,914	6,863,069
Utilities		200,000	
Bad Debt written off		50,000	. 2
Professional fees		20,000	370,000
Audit Fee		400,000	300,000
Accreditation Expenses		1,645,000	
		54,027,162	53,930,766
Add: Depreciation		306,215	255,149
TOTAL EXPENDITURE		54,333,377	54,185,915
Surplus/(Deficit) for the Period		7,017,964	2,176,256
		61,351,341	56,362,171

The statement of principal accounting policies on pages 5 and notes on pages 9 to 10 form part of these accounts

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31ST DECEMBER, 2015

	2015 N	2014 N
Cash Flow from Operating Activities		
Surplus/(Deficit) for the year	7,017,964	2,176,256
Adjustment:		
- Prior Year Net Inflow	(203,250)	368,449
- Depreciation	306,216	255,149
Operating Profit Before Working Capital changes	7,120,930	2,799,854
<ul> <li>(Increase)/decrease in debtors and prepayment</li> </ul>	1,004,809	(6,164,443)
<ul> <li>Increase/(decrease) in creditors and accruals</li> </ul>	(1,952,581)	4,159,895
Cash Generated from Operations	6,173,158	795,306
Cash flow from Investing Activities		
- Purchase of fixed assets	(172,000)	(259,400)
Net Increase in cash and cash equivalent	6,001,158	535,906
Cash and cash equivalent as at 01/01/2015	3,460,650	2,924,744
Cash and cash equivalent as at 31/12/2015	9,461,808	3,460,650
Represented by:		
Cash at bank	9,461,808	3,460,650

The statement of principal accounting policies on pages 5 and notes on pages 9 to 10 form part of these accounts

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER, 2015

#### 1 FIXED ASSETS SCHEDULE

FIXED ASSETS	01/01/2015 N	ADDITIONS N	31/12/2015 N	
Furniture & Fittings	3,908,000	-	3,908,000	
Motor Vehicle	1,848,300	_	1,848,300	
Office Equipment	1,252,606	172,000	1,424,606	
	7,008,906	172,000	7,180,906	
DEPRECIATION CHARGE	BALANCE B/F	CHARGE FOR THE YEAR	BALANCE C/F	
Furniture & Fittings	3,337,629	137,175	3,474,804	
Motor Vehicle				
Motor venicle	1,848,290	-	1,848,290	
Office Equipment	1,848,290 884,252	169,040	1,848,290	
	•	169,040 306,215		

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER, 2015

			2015 N	2014 N
2	DEBTORS AND PREPAYMENTS			
	Trade Debtors		10,957,850	11,817,000
	Other Debtors		278,434	324,093
	Prepayment		200,000	300,000
			11,436,284	12,441,093
3	CASH AND BANK BALANCES			
	Cash at Hand		75,800	39,500
	Dollar in Hand		265,500	-
	Pounds in Hand		434,250	-
	UBN Domiciliary account		27,412	27,412
	UBN Naira account		169,184	169,184
	Slerling Bank Sub account		15,000	15,000
	Sterling Bank Pound account		4,189,608	2,363,858
	Sterling Bank Dollar account		25,500	25,500
	Sterling Bank Naira account		427,411	571,529
	Zenith Bank Pound account		182,638	151,388
	Zenith Bank Dollar account		66,800	53,000
	Zenith Bank Naira account		3,582,706	44,280
			9,461,808	3,460,650
4	CREDITORS AND ACCRUALS			
	Other Creditors and accruals		5,633,391	8,111,279
	Staff Salaries Payable		2,401,883	3,100,933
	Prepaid Income		805,000	285,000
	CILT fees Payable		6,611,858	6,007,500
	Audit fee		400,000	300,000
			15,852,132	17,804,713
5	ACCUMULATED FUND			
3	Accumulated Fund B/F		(964,234)	(3 E09 030)
	Prior Year	note 7	(203,250)	(3,508,939)
	Surplus/(Deficit) for the Period	note /		368,449
	surplus/(select) for the remot		7,017,963 5,850,479	2,176,256 (964,234)
6	MEMBERSHIP SUBSCRIPTION			
	Current Year		4,908,000	4,331,100
7	PRIOR YEAR ITEMS			
	Invigilation/Exam Registration		-	(3,307,500)
	Adjustment on 2014 invoices		(203,250)	3,675,949
			(203,250)	368,449

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER, 2015

			2015	2014
			N	N
2	DEBTORS AND PREPAYMENTS			
4	Trade Debtors		10.057.050	44.047.000
	Other Debtors		10,957,850	11,817,000
			278,434	324,093
	Prepayment		200,000	300,000
			11,436,284	12,441,093
3	CASH AND BANK BALANCES			
	Cash at Hand		75,800	39,500
	Dollar in Hand		265,500	-
	Pounds in Hand		434,250	
	UBN Domiciliary account		27,412	27,412
	UBN Naira account		169,184	169,184
	Slerling Bank Sub account		15,000	15,000
	Sterling Bank Pound account		4,189,608	2,363,858
	Sterling Bank Dollar account		25,500	25,500
	Sterling Bank Naira account		427,411	571,529
	Zenith Bank Pound account		182,638	151,388
	Zenith Bank Dollar account		66,800	53,000
	Zenith Bank Naira account		3,582,706	44,280
			9,461,808	3,460,650
			***************************************	
4	CREDITORS AND ACCRUALS			
	Other Creditors and accruals		5,633,391	8,111,279
	Staff Salaries Payable		2,401,883	3,100,933
	Prepaid Income		805,000	285,000
	CILT fees Payable		6,611,858	6,007,500
	Audit fee		400,000	300,000
			15,852,132	17,804,713
1920				
5	ACCUMULATED FUND Accumulated Fund B/F		(004.224)	(2 500 020)
	Prior Year		(964,234)	(3,508,939)
	Surplus/(Deficit) for the Period	note 7	(203,250)	368,449
	surplus/(Dencit) for the Period		7,017,963	2,176,256
			5,850,479	(964,234)
6	MEMBERSHIP SUBSCRIPTION			
	Current Year		4,908,000	4,331,100
7	PRIOR YEAR ITEMS			
,	Invigilation/Exam Registration			(2 207 500)
	가 있다면 있는데 가게 되었어요? 그리고 하는데 하셨다고 있는데 그는데 가는데 하고 있는데 하다 하다고 있다.		(202 222)	(3,307,500)
	Adjustment on 2014 invoices		(203,250)	3,675,949
			(203,250)	368,449

## **FIVE YEAR FINANCAL SUMMARY**

#### FOR THE YEAR ENDED 31ST DECEMBER 2015

Balance Sheet	2015	2014	2013	2012	2011
	N	N	N	N	N
Assets:	(12 months)	(12 months)	(12 months)	(12 months)	(12 months)
Fixed assets	804,519.52	938,735.00	934,484.32	684,135.00	261,596.00
Debtors and prepayments	11,436,284.00	12,441,093.00	6,276,650.00	4,416,000.00	1,920,000.00
Cash and bank balances	9,461,807.88	3,460,650.00	2,924,744.25	5,700,934.00	6,966,947.00
	21,702,611.40	16,840,478.00	10,135,878.57	10,801,069.00	9,148,543.00
Liabilities					
Other creditors	15,852,132.15	17,804,713.00	13,644,817.50	8,982,500.00	7,931,952.00
	15,852,132.15	17,804,712.00	13,644,817.50	8,982,500.00	7,931,952.00
	5,850,479.25	(964,234.00)	(3,508,938.93)	1,818,569.00	1,216,591.00
FINANCED BY:					
Accumulated fund blf	(964,234.00)	(3,508,938.93)	1,818,569.46	1,216,591.00	(628,259.00)
Prior Year Item	(203,250.00)	368,449.00	-	-,,	-
Surplus/(Deficit)	7,017,964.15	2,076,256.00	(5,327,508.39)	601,978.46	1,844,850.00
	5,850,479.25	(964,234.00)	(3,508,938.93)	1,818,569.46	1,216,591.00
INCOME					
INCOME					
Registration/Sub/Devt (Members/Corporate)	13,328,500.00	11,912,099.00	6,566,885.50	8,732,500.00	5,336,700.00
Students exemption fees	3,817,000.00	3,215,800.00	3,559,388.00	2,736,850.00	678,750.00
Proff.& NCT Exam fees	16,566,293.15	13,116,150.00	12,601,500.00	9,561,870.00	10,650,779.00
Election/Certification & Induction Forms and Admin fees	1,752,300.00	1,445,100.00	1,040,158.10	693,750.00	-
	1 711 500 00		2 544 250 00	-	200 000 00
Accredition of training provides  National conference	1,711,500.00	14 202 272 00	2,541,250.00	500,000.00	200,000.00
Workshops & fellows forum	5,692,000.00 10,603,300.00	14,203,272.00 5,664,300.00	6,142,500.00	2,480,000.00	3,187,000.00
Book Launch Income	10,003,300.00	5,004,300.00	2,254,000.00	27,865,000.00 646,000.00	16,642,111.00
Donation				350,000.00	30,000.00
Income from International Conf.	7,164,306.00	4,791,250.00	14,013,100.00	6,710,357.00	10,018,620.00
Other income	716,141.50	2,014,200.00	507,960.00	72,890.00	1,459,279.00
Salet medine	61,351,340.65	56,362,171.00	49,226,741.60	60,349,217.00	48.203.239.00
CHARGES	mario and a second seco	30,302,171.00	45,220,742.00	00,343,217.00	70,203,233,00
Staff cost	12,167,450.00	14,193,123.00	10,971,000.00	9,696,500.00	8,510,387.00
Project Officer cost	491,000.00	542,900.00	459,600.00	596,200.00	6,510,567.00
Administrative expenses	21,690,977.50	17,740,999.00	18,847,674.00	12,368,889.00	15,005,757.00
Expenses on workshop	3,401,075.00	2,896,900.00	497,500.00	23,229,525.00	5,085,866.00
Expenses on national conf.	3,008,710.00	7,762,674.00	2,581,154.00	3,116,055.00	913,390.00
Expenses on Int. workshop	9,362,914.00	6,863,069.00	15,717,307.00	7,002,675.00	10,796,239.00
Membership Dues to Intl	621,750.00	770,750.00	1,069,000.00	168,895.00	6,046,750.00
PQE, NCT & Exam local Expense	3,589,500.00	3,515,500.00	4,411,015.00	3,568,500.00	-
TOTAL CHARGES	54,333,376.50	54,285,915.00	54,554,250.00	59,747,239.00	46,358,389.00
SURPLUS/DEFICIT	7,017,964.15	2,076,256.00	(5,327,508.40)	601,978.00	1,844,850.00
	61,351,340.65	56,362,171.00	49,226,741.60	60,349,217.00	48,203,239.00
	02,031,340.03	30,302,171.00	43,620,741.00 monocontragations	00,343,217.00	40,203,233.00