

**BHUTAN TRANSPARENCY INITIATIVE
RECEIPTS AND PAYMENTS STATEMENT**

FOR THE PERIOD FROM 1 JANUARY 2023 TO 31 DECEMBER 2023

RECEIPTS	SCHEDULE	AMOUNT (Nu.)	PAYMENTS	SCHEDULE	AMOUNT (Nu.)
Opening Balances:			Expenditures:		
Cash in Hand		-	Project/Program Expenses		
Cash at Bank					
BNB A/C	1	760,895.34	National Corruption Barometer Survey 2023		1,434,601.00
BOBL A/C		680,123.94	Vibrant Civil Society for a Vibrant		3,163,379.00
			HELNETAS Project 2023 Expenses	4	1,621,083.00
			CFLI Project Expenses		1,216,868.00
Fund Receipts:			Project HELNETAS		48,000.00
Project/Program Funds					
National Corruption Barometer Survey 2023 (ACC Project)		2,547,500.00			
HELNETAS Project Swiss Int. Bhutan		1,617,110.09	Other Expenses		
A Vibrant Civil Society for a Vibrant Democracy (TAF) phase I & II	2	4,505,077.02	Administrative Expenses	5	3,564,209.24
CFLI Project 2023		2,446,374.91	Office Supplies & Ent. Exp	6	61,731.00
Helvetas 2022-2023		558,947.80	Program Expenses	7	366,299.00
ACC Project		225,000.00			
Other Funds					
Society Switzerland Bhutan/Donation from Jakob		447,400.00			
Membership Contribution		48,209.50			
Professional/Consultancy Fee	3	150,000.00	Closing Balances:		
Commission From EDs Books Sale		9,560.40	Cash in Hand		-
BCSN Reserved Fund		578,888.74	Cash at Bank		
Annual CSO Contribution Refund		12,000.00	BNB A/C	8	921,225.36
			BOBL A/C		2,189,692.14
Total		14,587,087.74	Total		14,587,087.74

Operation Manager/ Admin/ Finance Officer

(Dr. Rinzin
Executive Director



(Rosy Chettri)
Partner

SCHEDULE FORMING PART OF THE RECEIPTS AND PAYMENTS

SCHEDULE 1 : OPENING BALANCES

Date	Particulars	Amount (Nu.)	Remarks
01.01.2023	Cash-in-Hand	-	
01.01.2023	Cash at Bank	1,441,019.28	
i	BNB/TAF Account	760,895.34	
ii	BOB Account	680,123.94	
Total		2,882,038.56	

SCHEDULE : 2 PROJECT/PROGRAM FUNDS

Sl. No.	Particulars	Amount (Nu.)	Remarks
1	National Corruption Barometer Survey 2023 (ACC Project)	2,547,500.00	
2	HELVETAS Project Swiss Int. Bhutan	1,617,110.09	
3	A Vibrant Civil Society for a Vibrant Democracy (TAF) phase i & ii	4,505,077.02	
4	CFLI Project 2023	2,446,374.91	
5	Helvetas 2022-2023	558,947.80	
6	ACC Project	225,000.00	
Total		11,900,009.82	

SCHEDULE : 3 OTHERS FUNDS

Sl. No.	Particulars	Amount (Nu.)	Remarks
1	Society Switzeland Bhutan/Donation from Jakob Stark	447,400.00	
2	Membership Contribution	48,209.50	
3	Professional/Consultancy Fee	150,000.00	
4	Commission From EDs Books Sale	9,560.40	
5	BCSN Reserved Fund	578,888.74	
6	Annual CSO Contribution Refund	12,000.00	
Total		1,246,058.64	

SCHEDULE : 4 PROJECT EXPENSES

Sl. No.	Particulars	Amount (Nu.)	Remarks
National Corruption Barometer Survey 2023 (ACC Project) expenses			
1	Consultant Fees NCBS 23	280,000.00	
2	DSA for Enumerators (NCBS 2023)	572,800.00	
3	Entertainment Exp (NCBS)	1,200.00	
4	Internet & Communication Exp (NCBS)	18,000.00	
5	Kuensel (Quotation for NCBS)	3,520.00	
6	Lunch Exp (NCBS)	31,152.00	
7	Monitoring Expenses (NCBS)	37,798.00	
8	NCBS Report Launching Exp	5,940.00	
9	NCBS Report Printing	41,700.00	
10	Refreshment for Enumerator Training (NCBS)	6,600.00	
11	Training Hall Charges (NCBS)	6,000.00	
12	Training Materials Exp (NCBS)	14,695.00	
13	Vehicle Hiring (NCBS 2023)	415,196.00	
Sub-total		1,434,601.00	



A Vibrant Civil Society for a Vibrant Democracy in Bhutan (TAF) expenses			
1	Honararium	37,500.00	
2	Consultancy Fees	1,114,624.00	
3	Conference Hall Charges	45,000.00	
4	Accomodation and other Exp	1,267,241.00	
5	TADA for participants	541,700.00	
6	Workshop Materials & Printing etc.	86,270.00	
7	SAGP Exchange Visit Nepal	71,044.00	
Sub-total		3,163,379.00	
HELVETAS Project 2023 Expenses			
1	10% Service Charges (Helvetas)	11,953.00	
2	Conference Hall Charges (Helvetas)	21,000.00	
3	DA for Participants (Helvetas)	105,000.00	
4	Accomodation and other exp	1,034,520.00	
5	Meals & Refreshment (Helvetas)	119,525.00	
6	TADA for Helvetas Project	314,500.00	
7	TA for Participants (Helvetas)	3,200.00	
8	Worshop Materials (Helvetas)	11,385.00	
Sub-total		1,621,083.00	
CFLI Project Expenses			
1	M&E Expenses	22,500.00	
2	TA/DA & DSA	438,000.00	
3	Meals & Accommodations	496,974.00	
4	Taxes	21,918.60	
5	Stationaries	30,975.40	
6	Consultant Fee	139,500.00	
7	Purchase of Laptop	67,000.00	
Sub-total		1,216,868.00	
Project HELVETAS			
1	ACC Project 2022-23 Expenses	48,000.00	
Sub-total		48,000.00	
Total		7,483,931.00	

SCHEDULE : 5 ADMINISTRATIVE EXPENSES

Sl. No.	Particulars	Amount (Nu.)	Remarks
1	Salaries	2,839,039.18	
3	Office Rent	208,200.00	
4	Telephone & Internet Cost	56,142.90	
5	Electricity Expenses	6,737.38	
6	Employee Deduction	167,256.88	
7	Board Meeting Expenses	20,227.00	
8	Business Bhutan News Paper	600.00	
9	Communication Allowance BTI	62,000.00	
10	Kuensel Renewal Fees	2,000.00	
11	Office Maintainance (Gelephu)	4,990.00	
12	Recruitment Expenses	4,800.00	
13	Conveyance Allowance	137,000.00	
14	Travel Allowance for Staffs	16,560.00	
15	Gelephu ALAP Center Exp.	7,945.00	
16	Purchase of Heater	5,250.00	
17	TDS	(3,729.10)	
18	Annual CSOA Fees	3,000.00	



19	Annual Report Expenses	6,160.00	
20	Bank Cheque Book Charges	300.00	
21	Statutory Audit Exp.	3,230.00	
22	Vehicle Hiring Expenses	9,000.00	
23	Website Maintenance Charges	7,500.00	
Total		3,564,209.24	

SCHEDULE 6 : OFFICE SUPPLIES & ENT. EXPENSES

Sl. No.	Particulars	Amount (Nu.)	Remarks
1	BTI Guest Exp	1,000.00	
2	Consultative Meeting with PLP	1,470.00	
3	Electric Equipments Purchase	2,550.00	
4	Laptop Charger	2,801.00	
5	Office Kitchen Expenses	16,425.00	
6	Office Stationaries	15,505.00	
7	Refreshment Exp	4,130.00	
8	Working Lunch	17,850.00	
Total		61,731.00	

SCHEDULE 7 : PROGRAM EXPENSES

Sl. No.	Particulars	Amount (Nu.)	Remarks
1	Air Ticket Expenses	23,394.00	
2	DA Mongar	181,320.00	
3	DSA for BTI Staffs	66,380.00	
4	Entertainment Exp to TAF Personal	3,595.00	
5	EU Project Entertainment Expenses	7,260.00	
6	Staff Accommodation Charges	17,200.00	
7	TA Mongar	67,150.00	
Total		366,299.00	

SCHEDULE 8 : CLOSING BALANCES

Particulars		Amount (Nu.)	Remarks
01.01.2023	Cash-in-Hand	-	
01.01.2023	Cash at Bank	3,110,917.50	
i	BNBL A/C 0100142591001	921,225.36	
ii	BOB A/C 100925772	2,189,692.14	
Total		3,110,917.50	



**BHUTAN TRANSPARENCY INITIATIVE
BANK RECONCILIATION STATEMENT
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Bank Reconciliation Statement of BOBL A/C 100925772

Date	Particulars	Amount (Nu.)	
31.12.2023	Closing Balance as per Cash Book	2,189,692.14	-
	Add: Cheque issued but not encashed		-
31.12.2023	Closing Balance as per Bank Statement	-	2,189,692.14
Total		2,189,692.14	2,189,692.14

Bank Reconciliation Statement of BNBL A/C 0100142591001

Date	Particulars	Amount (Nu.)	
31.12.2023	Closing Balance as per Cash Book	921,225.36	-
	Add: Cheque issued but not encashed		-
31.12.2023	Closing Balance as per Bank Statement	-	921,225.36
Total		921,225.36	921,225.36



(Pemba Tshering)

Operation Manager (Admin/Finance Officer)



(Dr. Rinzin Rinzin)

Executive Director

