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SOUTH AFRICAN EXTENSION UNIT
DAR EA SALAAM

CONIMITTEE PAPER NO. 2
SAEU (SA) FINANCIAL REPORT FOR NINE MONTHS ENDING
30 JUNE 1994

1.0 The following documents have been attached to report the state of the SAEUls expenses for the past nine months ending 30 June 1994.

- Trail Balance for October 1993 - June 1994.
- Comparison Statement between the approved budget and the actual expenditure for the nine months ending 30 June 1994.

2.0 It will be noted from the comparison statement that the overall total variance is This should not however, be considered to be a saving since the favourable.

year will be covered in the last quarter i.e. July remaining activities of the project 1994 to September 1994.

3.0 The Committee is requested to approve accordingly.

I submit.

N.E. LIGATE
DIRECTOR

SOUTH AFRICAN EXTENSION UNIT
 TRIAL BALANCE AS AT 30 JUNE, 1994
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 585.00 _
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 Interest Paid
 Students Exams and Allowances
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 Office Fumiturc 2lnd Eui ment 50610.00
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SOUTH AFRICAN EXTENSION UNIT

JOHANNESBURG

COMPARISON STATEMENT BETWEEN APPROVED

BUDGET AND ACTUAL EXPENSES AS AT 30 JUNE 1994

APPROVED ACTUAL

DESCRIPTION BUDGET EXPENSES VARIANCE

(A) - Adverse

(F) - Favourable

R R R

Subscription from Donors 964633-00 769770-00 194863-00 A

Salaries 81363-00 73502-00 7860-00 (F)

Administration Expenses:

Office Rent 10548-00

Casual Wages 585-00

Office General Expenses 14420-00

Pension Contribution 1606-00

Repair & Maintenance - '

Furniture and Equipment 618-00

Printing Stationery and

Advertisement 3 1272-00

Postages 1812-00

Bank Charges 740-00

Legal Fees 3677-00

Telephone and Fax 12006-00

Vat Inputs 14593-00

Office Furniture and equipment 50610-00

Honorariums 20000-00

Commission Paid 18423-00

136560-00 180910-00 44350-00 (A)

Accounting & Audit Fees 37900-00 10550-00 27350-00 (F)

Students' Exams & Allowances 26910-00 17857-00 9053-00 (F)

Purchase/Acquisition of Non

SAEU Courses 218178-30 231198-00

13019-00 (A)

Monitoring and Evaluation 234611-25 108185-00 1226426-25 (F)

Training Workshops and

Allowances 24297-37 48551-00 24253-63 (A)

Part-time Tutors and Transport 73479-60 40153-00 33326-60 (F)

Students' Stationery & Equipment 36723-60 48238-00 11514-40 (A)

1: 870023-12 759144-00 110879-12 (F) I

SOUTH AFRICAN EXTENSION UNIT

JOHANNESBURG

EXPLANATORY NOTES ON OVER/UNDER EXPENDITURE

ON VARIOUS ACTIVITIES

. Under subscription from Donors, there is an adverse variance because Kagiso Tmst has not

paid their second and third instalments.

. Under salaries expense, we have a favourable variance because between October and March 1994 there was only one employee i.e the National Co-ordinator. The Education Secretary/Administrative Officer was employed on full time terms,

. An over expenditure variance is shown against the Administration expenses, because some of the activities had to be added (eg. VAT inputs, Commission paid and legal fees).

. Monitoring and Evaluation has a favourable variance because another monitoring/evaluation

visit is scheduled for September 1994.

. There is an adverse variance for Course materials (purchase of Non SAEU Courses) because

of the sharp rise in the costs of the materials and freight.