



# FIDUCONSULT

Société fiduciaire d'expertises et de révision – Conseils juridiques et fiscaux

Report of the statutory auditor  
to the general meeting of

Association Humanitarian Quality Assurance Initiative, Vernier

## Report on the Audit of the Financial Statements

### *Opinion*

We have audited the financial statements of Association Humanitarian Quality Assurance Initiative (the Association), which comprise the statement of financial position as at December 31, 2023, the statement of income, the statement of cash flows, the statements of changes in equity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements for the year ended December 31, 2023 give a true and fair view of the financial position, the results of operations and the cash flows in accordance with Swiss GAAP FER, in particular with FER 21, and comply with Swiss law and the Association's articles of association.

### *Basis for Opinion*

We conducted our audit in accordance with Swiss law and Swiss Standards on Auditing (SA-CH). Our responsibilities under those provisions and standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our report. We are independent of the Company in accordance with the provisions of Swiss law and the requirements of the Swiss audit profession, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

### *Other Information*

The Committee is responsible for the other information. The other information comprises the information included in the annual report but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

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If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### *Committee' Responsibilities for the Financial Statements*

The Committee is responsible for the preparation of the financial statements in accordance with the provisions of Swiss GAAP FER, Swiss law and the Association's articles of association, and for such internal control as the Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern, and using the going concern basis of accounting unless the Committee either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

#### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Swiss law and SA-CH will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Swiss law and SA-CH, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify risks and the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made.



- Conclude on the appropriateness of the Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

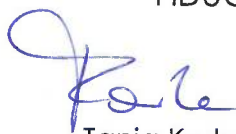
### **Report on Other Legal and Regulatory Requirements**

In accordance with Art. 728a para. 1 item 3 CO and PS-CH 890, we confirm that an internal control system exists, which has been designed for the preparation of the financial statements according to the instructions of the Committee.

We recommend that the financial statements submitted to you be approved.

Lausanne, April 17, 2024

FIDUCONSULT LAUSANNE SA



Tania Karle  
Licensed audit expert  
(Auditor in charge)



René Du  
Licensed audit expert

### Enclosures:

- 2023 financial statements comprising:
  - o the statement of financial position,
  - o the income statement,
  - o the statement of cash flow,
  - o the statement of changes in equity, and
  - o notes



# Financial Statements: 31.12.2023

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## MANAGEMENT REPORT

HQAI has operated since December 2015 with the decisive initial and continued support of the Governments of Denmark, Germany, Luxembourg, Switzerland and the United Kingdom.

HQAI continues to improve and develop new technical solutions that confront some of the sector's most pressing issues. At its core, comprehensive auditing practices help enhance the quality, accountability, efficiency and equitability of aid. In addition, HQAI's services offer solutions for funders and organisations to collaborate more efficiently, advance the localisation agenda and build trust.

The total number of organisations audited by HQAI has grown to 69 by the end of 2023, among which about 30% are local and national organisations. While the number of initial audits exceeds the initial plan, the total number of audits has progressed slower than expected.

Fundraising activities for core funding and the Facilitation Fund did not yield expected results which forced HQAI to revise its initial 2023 budget downward in June. Despite this situation, and thanks to mitigation measures taken by HQAI for cost reduction, all core activities including coverage of running expenses, could be maintained.

Continued progress is being made on HQAI's work on due diligence (DD) efficiencies. HQAI collaborates with funders to scale up its established proof of concept that HQAI CHS audits can efficiently inform DD processes and effectively reduce DD burdens without losing on the rigour expected from funders. One of the approaches is by recognising HQAI CHS audits entirely or partially as proxy in existing DD processes (passporting). Acknowledging a successful pilot in the matter, Danish DANIDA, German GFFO, Luxembourg MoFA, and UK's FCDO continue discussions with HQAI for streamlining their own DD and furthering the recognition of HQAI CHS audits.

HQAI's audits foster the recognition of local and national organisations with back donors, including by putting them on the same level playing field as INGOs (same audit, same standard, same criteria), building trust with partners. To ensure uptake, HQAI works across local, regional and international levels of the delivery chain.

HQAI and the CHS Alliance continue their collaboration on the impact research and published an intermediate report including longitudinal, comparative and correlated analyses. This research confirms the positive role of CHS audits to enhance sector accountability.

In June the Board of Directors nominated Ms Désirée Walter as the new Executive Director of HQAI.

HQAI successfully maintained accreditation against ISO/IEC17065:2012.

HQAI has joined the International Council of Voluntary Agencies (ICVA) network as a member.

## REVIEW OF FINANCIAL OUTCOME

The financial performance during 2023 is slightly lower than anticipated at the time of the initial budget. This is due to some audits starting late during the year, or postponed, mostly linked to new approaches of groups.

Compared to the previous year, the financial results for 2023 are similar, especially on the following aspects:

- HQAI already received enough funds from donors to cover all priority expenses for 2023, while already having confirmed funding commitments for part of 2023 budget;
- The number of initial audits exceeds the plan (13 instead of planned 10), demonstrating trust in HQAI.
- Facilitation Fund activities could run smoothly, even though at a lower level than expected, due to funding challenges.
- One existing national organisation and two new national organisations benefited from a grant from the Facilitation Fund, for a total of CHF 139 460.

## GOVERNANCE

HQAI is an association established in 2015 under the Swiss Civil Code art. 60 ff. At the end of 2023 the corporate bodies of the association were composed as follows:

**General Assembly:** 20 members coming from 14 countries.

**Board of Directors:** 7 members coming from 6 countries:

- Kathryn Halff. President. France
- Daniel Hitzig. Vice-President. Switzerland
- Gerrit Marais. Treasurer. South Africa
- Maria Emilia Correa. Director. Colombia
- Philippe Besson. Director. Switzerland
- Sawako Matsuo. Director. Japan
- Gareth Price Jones. Director. UK

**Executive Committee of the Board of Directors:** composed of the President, Vice-President and Treasurer

**Advisory and Complaints Board:** 6 members coming from 5 countries.

**Facilitation Fund Management Committee:** 6 members from 6 countries.

**Secretariat:** Ten employees representing 8.2 full time equivalent positions (FTE).

All members of the General Assembly and Board of Directors are volunteers and do not benefit from any remuneration.

# FINANCIAL STATEMENTS

For the period 01 January - 31 Dec. 2023

## I. Statement of Financial Position

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>	N
<b>ASSETS</b>			
Cash and cash equivalents	404'964.11	631'226.33	1
Receivables: clients	118'564.23	129'681.74	2
Receivables: other third parties	846.44	5'541.88	3
Other current assets	578'849.80	523'859.27	4
<b>Total current assets</b>	<b>1'103'224.58</b>	<b>1'290'309.22</b>	
Financial assets	1'368.90	1'374.95	5
Tangible assets	6'372.21	10'356.39	6
Intangible assets	31'592.73	12'641.74	6
<b>Total non current assets</b>	<b>39'333.84</b>	<b>24'373.08</b>	
<b>TOTAL ASSETS</b>	<b>1'142'558.42</b>	<b>1'314'682.30</b>	
<b>LIABILITIES</b>			
Payables: Suppliers / Auditors	6'262.36	56'794.61	7
Payables: other third parties	310'180.22	258'355.36	7
Accrued liabilities	263'736.52	202'707.98	8
Other short term liabilities	379'935.79	448'343.52	9
<b>Total short term liabilities</b>	<b>960'114.89</b>	<b>966'201.47</b>	
Equity			
- Initial	165'401.80	176'467.34	
- Tied	5'976.19	163'951.46	10
- Untied	11'065.54	8'062.03	
<b>Total Equity for the Organisation</b>	<b>182'443.53</b>	<b>348'480.83</b>	
<b>TOTAL LIABILITIES</b>	<b>1'142'558.42</b>	<b>1'314'682.30</b>	

## II. Income Statement

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>	N
Grants from the public sector			
- including tied grants	597'208.92	401'030.00	
- including untied grants	1'011'985.94	910'945.13	11
Revenues from services	804'224.88	1'038'073.54	12
Revenues from subsidised organisations	214'428.16	83'919.36	13
<b>TOTAL REVENUES</b>	<b>2'627'847.90</b>	<b>2'433'968.03</b>	
Staff cost	(998'921.30)	(932'397.09)	14
General & Administrative expenditures			
- Cost of sales: auditor - fees	(673'306.69)	(692'794.60)	
- Office running expenses	(385'636.85)	(510'768.67)	15
Depreciation and amortisation	(37'403.91)	(24'442.40)	
<b>TOTAL OPERATING COST</b>	<b>(2'095'268.75)</b>	<b>(2'160'402.76)</b>	
Operating result	532'579.15	273'565.27	
Financing Profit / (Loss)	(27'856.23)	124.92	16
Exceptional result	(19'915.41)	21'600.00	
Result before variation of restricted funds	484'807.51	295'290.19	
Attribution to Restricted funds	(473'741.97)	(287'228.16)	
<b>PROFIT / (LOSS)</b>	<b>11'065.54</b>	<b>8'062.03</b>	

### III. Statement of Cashflow

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>
Result before variation of Equity	11'065.54	8'062.03
Sourced by grants		
Variation of Equity sourced by grants	(136'480.64)	157'975.27
Depreciation and Amortisation	37'403.91	24'442.40
Decrease/(Increase) of Receivables	(3'169.16)	(15'812.95)
Decrease/(Increase) of Other Current Assets	(231'248.81)	54'990.53
(Decrease) / Increase of Payables	30'543.80	(1'292.61)
(Decrease) / Increase of Other Current Liabilities	338'931.42	7'379.19
Net cash from Operating activities	47'046.06	235'743.86
(Investment)/Divestment		
- Tangible Assets	(5'563.50)	(9'475.59)
- Intangible Assets	(13'200.00)	-
- Financial Assets	(0.15)	(6.05)
Net cash from Investing activities	(18'763.65)	(9'481.64)
<b>CASH VARIATION</b>	<b>28'282.41</b>	<b>226'262.22</b>
<b>Cash Opening Balance:</b>	<b>376'681.70</b>	<b>404'964.11</b>
<b>Cash Closing Balance:</b>	<b>404'964.11</b>	<b>631'226.33</b>

### IV. Statement of Changes in Equity

(in Swiss francs)	01/01/2023	Variation	31/12/2023
Equity of the organisation			
- Tied Equity			
* Reserves			
* Financing of new projects	5'976.19	157'975.27	163'951.46
- Untied Equity	176'467.34	8'062.03	184'529.37
<b>Total Equity of the organisation</b>	<b>182'443.53</b>	<b>166'037.30</b>	<b>348'480.83</b>

### V. Gross Margin analysis

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>
Audit Services		
Revenues	1'001'237.04	1'120'748.90
Cost of Sales	(664'818.44)	(692'794.60)
Total Audit Services	336'418.60	427'954.30
Other services (Trainings)		
Revenues	17'416.00	1'244.00
Cost of Sales	(8'488.25)	-
Total Other Services	8'927.75	1'244.00
<b>GROSS MARGIN</b>	<b>345'346.35</b>	<b>429'198.30</b>
<b>GROSS MARGIN in % of Revenues</b>	<b>34.49%</b>	<b>38.30%</b>

## NOTES TO THE FINANCIAL STATEMENTS

For the period 01 January 2023 – 31 December 2023

### I. Incorporation and principal activities

#### Country of registration

The Association was founded on 23 June 2015 further to the Constituting General Assembly meeting held same date. It is a Swiss association under Swiss law and its Article 60 and sq. It has been registered with the Geneva Commercial register since 12 May 2016.

The registered address of the Association is Chemin de Balexert 7-9, Maison Internationale de l'environnement 2, 1219 Châtelaine, Switzerland.

#### Principal activities

The main activities of the Association are:

- A. To provide third-party quality assurance of aid providers against recognised humanitarian principles and standards, so as to promote quality and accountable assistance and protection to vulnerable communities affected by or at risk of crisis.
- B. To develop and administer quality and accountability third-party quality assurance methodologies applicable to different aid providers in different contexts;
- C. To monitor and report on the impact of third-party quality assurance against the Core Humanitarian Standard (CHS) and other relevant standards on the quality of assistance and protection provided to populations affected by or at risk of crisis;
- D. To promote third-party quality assurance against the CHS and other humanitarian standards to encourage demand and support for the services of the Humanitarian Quality Assurance Initiative.

### II. Accounting principles

The principal accounting policies adopted in the preparation of these financial statements are set out below.

#### Basis of preparation

The financial statements have been prepared in accordance with Swiss GAAP FER (Fachempfehlungen zur Rechnungslegung) and in particular in accordance with FER 21: Accounting for non profit organisations applicable since 01.01.2016.

The financial statements have been prepared under the historical cost convention.

The preparation of financial statements in conformity with Swiss GAAP requires the use of certain critical accounting estimates and requires management to exercise its judgment in applying the organisation's accounting policies. Although these estimates are based on management's best knowledge of current events and

actions, actual results may ultimately differ from those estimates.

#### Foreign currency translation

Financial statements are measured in the currency of the economic environment in which the Association predominantly operates (functional currency), i.e CHF. Transactions in foreign currencies are converted to the functional currency at the prevailing exchange rate on the transaction date. Balance sheet items in foreign currency are converted using the end of reporting period exchange rate. Any resulting gains and losses are recorded in the income statement.

#### Sales and Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable and represents amounts receivable on services actually rendered in the normal course of activities of the Association, net of discounts.

Revenue also includes grants of donors.

Revenues earned by the Association are recognised on the following basis:

- Sales of services of third-party quality assurance, audit and training ;
- Sales of said services are recognised in the period when they are carried out and when collectability of the related receivable from client is reasonably assured.
- Grants from donors are recognised in the period when they are cashed in unless the funding is for an extended period, in which case it is deferred.

#### Cash and Cash equivalents

Cash and cash equivalents in the balance sheet comprise petty cash, cash at banks and short-term deposits with an original maturity of three months or less. They are recorded at their nominal value. In the cash flow statement, cash and cash equivalents consist of cash and cash equivalents as defined above, less current account overdrafts.

The Association does not presently benefit from any overdraft facility.

#### Trade receivables

Trade receivables are recognised and carried at the original net invoice amount less an allowance for any specifically impaired receivables. Provision is made for balances overdue more than twelve months or for receivables where specific risks have been identified. Bad debts are written off when there is objective evidence that the Association will not be able to collect the receivables.

Allowances for impaired receivables as well as losses on trade receivables are recognised as other operating expenses.



## Property, Plant and Equipment

Property, plant and equipment are recorded in the balance sheet at historical cost less accumulated depreciation and any impairments. Acquisition costs comprise the purchase price as well as the costs directly attributable to the utilisation of the property, plant and equipment. When acquisition cost are inferior or equal to CHF 800.00 or its equivalent in foreign currency the acquisition cost is not capitalised and is expensed.

Investments in existing property, plant and equipment are only capitalised if their value in use is sustainably increased or their useful life is extended considerably.

Maintenance and repair costs that do not add value are charged directly to the result for the period.

### Tangible asset

Depreciation is calculated on a straight-line basis over the estimated useful life of the assets, as follows:

- Furniture, office machinery. 2,5 years
- IT equipment 2,5 years
- Furniture 4,0 years

The residual values and the remaining useful lives of property, plant and equipment are reviewed yearly and adjusted where necessary.

Intangible assets and software comprising:

- Licenses purchased granting rights to use new technologies and software. They are amortised over their useful life (max. two and a half years).
- Customised developed software. These costs are recognised as intangible assets if it is likely that they will generate future economic benefits. The capitalised costs are amortised on a straight-line basis over the estimated useful life (max. two and a half years).

When acquisition cost are inferior to CHF 800.00 or its equivalent in foreign currency, the acquisition cost is not capitalised and is expensed.

## Pension and other post employment benefits

### Pension obligations

Employees of the Association are insured as part of the "Collective de Prévoyance - Copré-", which is a separate legal entity and financed by contributions from both employers and employees. Surpluses or deficits are calculated based on the Pension Fund's financial statements, which have been drawn up in accordance with Swiss GAAP FER 26.

No provision is made in case of Copré not being able to fulfil its obligations.

### Termination benefits

Termination benefits are payable when employment is terminated (in normal employment conditions) in advance of the terms of the contract, or whenever an em-

ployee accepts voluntary redundancy in exchange for these benefits. The Association recognises such benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without the possibility of withdrawal, or providing benefits as a result of an offer made for a voluntary redundancy.

### Provisions

Provisions are recognised:

- when there is a present legal or constructive obligation as a result of past events,
- when it is probable that an outflow of resources will be required to settle the obligation, and
- when a reliable estimate of the amount of the obligation can be made.

### Financial risk management

In view of the global nature of its activities, the Association is exposed to different financial risks, including foreign currency and credit and liquidity risks.

Foreign currency risk: Financial risk management is essentially focused on identifying and analysing exchange rate risk, mainly against the Euro with the aim of minimising its impact on the Association's net income. Only natural hedging is used.

Credit risks in respect of clients arise when they may not be able to settle their obligations as agreed. The credit standing of commercial partners is reviewed before any contract is executed with any of them.

As a matter of principle clients settle fifty percent (50%) of the estimated value of the services they will be invoiced before such services are rendered. Accordingly, the default risks to which the Association is exposed are estimated to be limited.

Liquidity risk is defined as the risk that the Association could not be able to meet its financial obligations on time. The close monitoring of liquidity allow for timely triggering of outstanding grant payments as a number of grants are disbursed in more than one instalment and parts remain available.

### III. Detailed notes

#### 1. Cash & cash equivalents

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>
Paypal account	2'153.69	1'010.04
Bank accounts in CHF	152'309.29	449'716.18
Bank account in EUR	134'941.88	11'440.33
Bank account in GBP	107'989.25	2'992.54
Tied funds	7'570.00	163'951.46
Bank account in CHF	-	2'115.78
<b>Total Cash &amp; cash equivalents</b>	<b>404'964.11</b>	<b>631'226.33</b>

#### 2. Receivables from clients

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
ActionAid International	(866.26)	2'399.44
Age	3'261.27	-
Christian aid	-	3'178.83
Care	8'859.40	1'537.88
CAF	-	3'276.64
Coast	5'036.10	-
Church of Sweden	(360.00)	-
Diakonia	11'051.21	-
Danish Refugee Council	(373.06)	-
DMI	-	2'888.77
Hand in Hand	2'862.72	-
Friendship Bangladesh	11'142.23	-
IRC	1'646.76	-
Islamic Relief	485.36	-
LMI	-	368.15
Medair	3'089.90	-
MSE	-	3'977.69
Norwegian Refugee Council	5'616.65	44'368.46
Nabaa	-	377.50
Oxfam	3'464.20	-
Plan International	51'805.40	-
Takaful	1'460.00	1'460.00
Tearfund UK	(476.53)	10'452.61
TPO	4'388.63	310.00
Tearfund Netherland	1'908.99	-
Terre des hommes Netherlands	-	17'523.12
Sos Childrens Village	458.89	-
Stichting Cordaid	1'500.00	6'464.72
Sudan Self Help	900.00	-
WEE	1'702.37	-
WCH	-	25'880.81
Zoa	-	5'217.12
<b>Total Receivables from clients</b>	<b>118'564.23</b>	<b>129'681.74</b>

#### 3. Receivables from other third parties

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
VAT due by Swiss Federal Authorities	846.44	5'541.88
<b>Total Receivables from other third parties</b>	<b>846.44</b>	<b>5'541.88</b>

#### 4. Other current assets

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Prepaid expenses	64'475.12	63'737.27
Accrued Revenues	363'013.45	329'089.00
Advances granted to auditors	151'361.23	131'033.00
<b>Total Other current assets</b>	<b>578'849.80</b>	<b>523'859.27</b>

#### 5. Financial Assets

Financial assets consist of a rental deposit for the Head Office in Geneva for CHF 1 374.95

#### 6. Tangible & Intangible Assets

(in Swiss francs)			
Fixed Assets	Intangible	Tangible	
Gross value, as at 31.12.22	133'176.54	39'777.50	
Acquisitions 2023	-	9'475.59	
Gross value, as at 31.12.23	133'176.54	49'253.09	
Accumulated depreciation as at 31.12.22	(101'583.81)	(33'405.29)	
Depreciation 2023	(18'950.99)	(5'491.41)	
Accumulated depreciation as at 31.12.23	(120'534.80)	(38'896.70)	
<b>Net value as at 31.12.22</b>	<b>31'592.73</b>	<b>6'372.21</b>	
<b>Net value as at 31.12.23</b>	<b>12'641.74</b>	<b>10'356.39</b>	

#### 7. Accounts payable

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Payables to Suppliers	7'181.13	16'954.61
Payables to Auditors	(918.77)	39'840.00
	<b>6'262.36</b>	<b>56'794.61</b>
	<u>31.12.2022</u>	<u>31.12.2023</u>
Payables to Visa Corporation	608.04	145.66
Advances received from clients	309'572.18	258'209.70
	<b>310'180.22</b>	<b>258'355.36</b>

## 8. Accrued liabilities

(in Swiss francs)	<u>31/12/2022</u>	<u>31/12/2023</u>
Provision for corporate audit	9'127.40	9'627.40
Provision for paid holidays	25'230.67	8'597.85
Provision for Internet usage	161.61	161.61
Stakeholder analyses SER3112	-	8'500.00
Provision payroll software	192.02	401.90
Provision print of brochures	600.00	69.84
Provision AVS	888.75	-
Donors audit & tax declaration	6'600.00	4'000.00
LAA	(14.20)	-
PIC SER2216	2'500.00	-
Provision ICC Capital tax	2'203.65	750
Provision refund Danida	36'520.71	-
Ffer SER 2215	-	950.00
Nik Rilkof SER 2204	4'800.00	-
Provision for auditors fees	168'146.00	150'625.00
IRC partner overpaid	-	8'076.75
Provision for REDIP VAT	6'779.91	10'947.63
<b>TOTAL</b>	<b>263'736.52</b>	<b>202'707.98</b>

Invoices for services rendered were not received when the financial statements were issued. Management made informed decision on expenses to be accrued.

## 10. Tied Equity

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
<b>Grants received from</b>		
Danida (Denmark)	230'113.52	230'113.52
German MFA	226'391.24	226'391.24
FCDO (UK)	485'091.73	648'936.73
HQAI contribution	34'824.90	34'824.90
Luxembourg	-	237'185.00
<b>Grants given</b>		
- ADA	(906.00)	(906.00)
- ALS	-	(42'234.29)
- BFD	(46'889.20)	(46'889.20)
- Coast Trust	(68'123.63)	(67'684.03)
- EFICOR	(47'334.25)	(91'446.50)
-Friendship bangladesh	(75'927.20)	(73'966.54)
-ICVA-group project	(21'600.00)	(21'600.00)
- International Blue Crescent	(44'073.41)	(44'073.41)
-Hand in Hand	(48'483.84)	(48'483.84)
- KUMEA	(13'812.98)	(13'812.98)
- NABA A	(66'168.19)	(66'168.19)
- ORDA	(24'906.03)	(24'906.03)
- PNGO	(84'647.70)	(84'647.70)
- Project 23	-	(35'700.00)
- Running Costs 23	-	(72'570.00)
-SDF 23	-	(42'438.45)
- Running Costs	(143'991.00)	(143'991.00)
-Training south auditors	(9'471.00)	(9'471.00)
- TAKAFUL	(81'919.96)	(81'919.96)
-Taraminet	(84'647.70)	(84'647.70)
-Training south auditors 23	-	(8'400.00)
- T P O Uganda	(76'377.72)	(76'377.72)
- Women Support Association	(31'165.39)	(31'165.39)
<b>Total Tied Equity</b>	<b>5'976.19</b>	<b>163'951.46</b>

## 9. Other short term liabilities

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
<b>Grants from Subsidy Fund</b>		
- BFD	43'485.75	43'485.75
- Coast Trust	62'582.11	62'142.51
- EFICOR	43'681.45	84'907.85
- International Blue Crescent	40'352.73	40'352.73
- KUMEA	11'764.58	11'764.58
- NABA A	61'542.08	61'542.08
- ORDA	22'884.91	22'884.91
- TAKAFUL	76'012.44	76'012.44
- T P O Uganda	70'335.80	70'335.80
- Women Support Association	28'253.82	28'253.82
-PNGO	79'110.00	79'110.00
-Taraminet	79'110.00	79'110.00
-Hand in Hand	45'312.00	45'312.00
-Friendship	70'960.00	68'999.34
-ICVA-group project	21'600.00	21'600.00
-Training south project	9'471.00	17'871.00
-Irrunning costs	143'991.00	216'561.00
- Projects 2023	-	35'700.00
- SDF Yemen	-	39'662.10
- ALS	-	39'471.30
<b>Grants from Subsidy Fund spent</b>		
- Coast Trust	(62'142.50)	(62'142.51)
- EFICOR	(43'225.45)	(75'143.77)
- International Blue Crescent	(40'352.73)	(40'352.73)
- KUMEA	(11'764.58)	(11'764.58)
- NABA A	(46'068.60)	(49'466.10)
- ORDA	(22'884.91)	(22'884.91)
- TAKAFUL	(52'894.23)	(52'894.23)
- T P O Uganda	(61'256.80)	(64'317.35)
- Women Support Association	(29'140.46)	(28'253.82)
-BFD	(19'719.00)	(40'547.54)
-Hand in Hand	(12'157.20)	(40'120.21)
-Friendship	(55'000.00)	(68'999.34)
-ICVA-group project	-	(21'600.00)
-Training south project	(4'348.95)	(11'124.79)
-Irrunning costs	(143'991.00)	(216'561.00)
-Projects 2023	-	(35'700.00)
<b>Total net due to Subsidy Fund</b>	<b>305'503.25</b>	<b>303'206.33</b>
Deferred Revenues: FCDO UK	74'432.53	-
Deferred Revenues: Denmark	-	145'137.19
<b>Total Other Short Term Liabilities</b>	<b>379'935.79</b>	<b>448'343.52</b>

### 11. Grants from the public sector: untied

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Grant from Luxembourg	95'444.00	95'010.00
Grant from Danida (Denmark)	278'487.38	47'000.00
Grant from DfID (UK)	289'546.56	421'965.13
Grant from SFC (Switzerland)	250'000.00	250'000.00
Grant from German MFA	98'508.00	96'970.00
<b>Total Grants</b>	<b>1'011'985.94</b>	<b>910'945.13</b>

**Danida 2023-2024** grant of 1,5 Million Danish Kronna equivalent to an amount of 192 137.19 CHF was received fully in 2023. The amount of 47 000 CHF was recognised as income in 2023, while 145 137.19 CHF was booked as deferred revenues.

### 12. Revenues from non subsidised organisations

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Initial & Renewal Audits	563'159.52	919'940.88
Mid Term Audits	191'399.20	35'428.16
Maintenance Audits	18'752.16	42'550.50
Other Audits (Echo Bridge, CAR)	12'900.00	38'910.00
Other services revenues	18'014.00	1'244.00
<b>Total Revenues</b>	<b>804'224.88</b>	<b>1'038'073.54</b>

### 13. Revenues from subsidised organisations

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Coast Trust	18'605.07	-
Eficor	-	22'061.49
BFD	19'719.00	20'825.69
Friendship Bangladesh	55'000.00	2'857.11
Hand in Hand	12'157.20	25'672.83
NABAA	21'850.17	3'397.50
Takaful	23'483.70	-
T P O Uganda	34'238.00	679.55
Other related revenues	29'375.02	8'425.19
<b>Total Revenues</b>	<b>214'428.16</b>	<b>83'919.36</b>

### 14. Staff costs

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Salaries and Social Charges	998'856.30	932'397.09
Training and other staff cost	65.00	-
<b>Total Staff costs</b>	<b>998'921.30</b>	<b>932'397.09</b>

### 15. Office running expenses

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Fees	176'835.78	345'589.84
Travels	52'855.68	27'831.69
IT	12'331.00	23'983.85
Rent and office expenses	143'614.39	113'363.29
<b>Total Office running expenses</b>	<b>385'636.85</b>	<b>510'768.67</b>

### 16. Financing Profit / Loss

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
Bank Charges	(4'510.52)	(1'440.43)
Commissions from salary tax	1'286.85	5'173.83
Currency Exchange result	(24'632.56)	(3'608.48)
<b>Total Net financing result</b>	<b>(27'856.23)</b>	<b>124.92</b>

### 17. Commitments given and received

(in CHF at 31.12 FX rate)	<u>31.12.2022</u>	<u>31.12.2023</u>
Commitments given		
HQAI's auditors	132'350.82	59'911.00
Commitments received		
Donors	252'567.47	222'806.00
Clients/Partners	249'684.60	148'729.90

### 18. Leases and rental agreements

(in Swiss francs)	<u>31.12.2022</u>	<u>31.12.2023</u>
A rental agreement with FIPOI Maison de l'Environnement 2, is valid until 31.07.2026.	272'098.00	194'355.00
Leasing Printer-photocopy is valid till 31.12.2025	2'520.00	1'680.00

### 19. Post closing events

There have been no significant events impacting the 2023 annual accounts between the balance sheet date and the date of the final approval of the financial statements by the Board of Directors and by the General Assembly.

### 20. Related parties

Ms. Kathryn Half, the president, is also a staff member of the International Committee of the Red Cross (ICRC), which is an independent component of the international Red Cross Red Crescent Movement, of which several audited partners are also components (National Societies of the Red Cross Red Crescent). Mr. Gareth Price Jones, a member of the Association, is also the Executive Secretary of the Steering Committee for Humanitarian Response, several members of which are clients of HQAI.