



Gérard Delvaux
Réviseur d'Entreprises Honoraire

Pierre Lerusse
Vincent Misselyn
Cheryl Delforge
Réviseurs d'Entreprises
Associés

FINANCIAL REPORT

C F F A

January – December 2020

Delvaux Associés, Réviseurs d'Entreprises srl
Société à Responsabilité Limitée

Siège social : 428 Bte 1, Chaussée de Louvain • 1380 Lasne (Ohain) • Tél. : +32 (0)2 385 08 28
IBAN CBC Banque BE43 7320 3155 8801 • T.V.A. : 0548.694.950 • IRE n°B00864
info@delvauxassociés.be

1 Description of the organisation

CFFA is an NPA (non-profit association) or in French an *asbl* (association sans but lucratif) registered in accordance with the Belgian Law.

CFFA was established in Brussels in 1992, after 'The Battle for Fish' Conference, and has had a permanent secretariat there since 1994. One meeting of the CFFA Steering Committee is organised per year, as well as ad hoc meetings with CFFA partners. These meetings decide on CFFA activities and strategies. An Administration Council, composed of Belgian residents, administers the *asbl*.

CFFA main objectives are:

- (1) to inform ACP and EU civil society about issues arising from ACP-EU fisheries relations;
- (2) to support ACP fishing communities participation in ACP-EU decision making processes;
- (3) to monitor and influence ACP-EU fisheries relations to promote ACP small scale fishing communities views.

For the period 2017-2020, CFFA *work priorities* are:

- (1) Broadening the scope of CFFA Advocacy at the EU level
- (2) Expanding and formalizing CFFA relations with partners in Africa
- (3) Emphasizing political rights in fisheries reform – Transparency and access to information
- (4) Informing on emerging policy issues and agendas
- (5) Enhancing coverage of African fisheries by European journalists.

CFFA *main activity* is to provide information on ACP-EU fisheries relations to ACP artisanal fishing sector organisations, ACP and EU NGOs, and to help them participate and influence the decision making processes governing ACP-EU fisheries relations (fisheries (partnership) agreements, EU-ACP fish trade relations and EU development programmes).

More information on CFFA activities can be found on <https://www.cffacape.org/>

Since 2007, CFFA participates to the EU Regional Advisory Committee on Long Distance Fisheries and Vice chair of its Executive Committee.

2 Audit

Audit objectives

The period under audit is from 1st January 2020 until 31 December 2020.

The audit was carried out with a view:

- To express an opinion on whether CFFA Statement of Income and Expenditure presents fairly monies received and costs incurred for the period under audit in accordance with the terms of the funding agreement and generally accepted accounting principles.
- To obtain a sufficient understanding of CFFA internal control structure, evaluate the control environment and the adequacy of the accounting system;
- To determine whether CFFA complied with the terms of the grant agreement and applicable laws and regulations.
- To verify that proper books of accounts exist, are reliable, comply with the financing agreement and have been properly organized and maintained throughout the period under audit.
- To verify that expenditure was in accordance with the agreed budget items and amounts.
- To verify that the received amounts in the report are presented in EURO.
- To verify that the grant received from SSNC, 121.395,65 euros, is specified in the organisational audit report
- To verify that the grant of 45.000 EURO from Brot für die Welt was well spent in 2020.
- To present a management letter

Procedures performed

The following audit procedures were performed during the course of the audit:

- Obtaining an understanding of CFFA establishment, functions, activities and financial reporting system;
- Obtaining an understanding of CFFA internal control structure and tested the controls in terms of their adequacy and actual operation;
- Reviewing CFFA books to determine whether expenditures incurred were properly recorded and incurred in accordance with the funding agreement with Swedish Society for Nature Conservation and Pain pour le Monde/ Brot für die welt;
- Reviewing the procedures used to control the funds and the bank account;
- Reviewing procurement procedures to determine whether reasonable prices were obtained, and adequate controls were in place over the qualities and quantities received;
- Preparation of a draft report discussed with CFFA Coordinator.

100 % of the expenditures were examined.

3 Report of auditors

AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS OF CFFA NPA FOR THE YEAR ENDED 31 DECEMBER 2020

In accordance with the legal and statutory requirements, we report to you on the performance of the mandate of statutory auditor which has been entrusted to us.

This audit was performed in accordance with international standards (ISA 800/805).

We have audited the financial statements as of and for the year ended 31 December 2020, prepared in accordance with the financial reporting framework applicable in Belgium, which show a balance sheet total of € 70.303,72 and a positive result for the year of € 24.347,22.

Unmodified audit opinion on the financial statements

Management is responsible for the preparation and the fair presentation of these financial statements. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the legal requirements and the Auditing Standards applicable in Belgium, as issued by the Institute of Registered Auditors (*Institut des Reviseurs d'Entreprises*). Those standards require that we plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free from material misstatement, as to whether due to fraud or error.

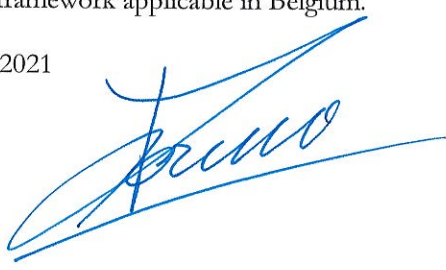
In accordance with the above-mentioned auditing standards, we considered the company's accounting system, as well as its internal control procedures. We have obtained from management and the company's officials, the explanations and information necessary for executing our audit procedures. We have examined, on a test basis, the evidence supporting the amounts included in the financial statements. We have assessed the appropriateness of accounting policies and the reasonableness of the significant accounting estimates made by the company as well as the overall financial statement presentation. We believe that these procedures provide a reasonable basis for our opinion.

The € 45,000 grant received on 9 July 2020 by CAPE-CFFA from Bread for the World made it possible to pay the wages of the association for 2020 (the wages amounted 70.543,98 € in 2020), the balance being covered by the grant of SSNC.

In our opinion, the financial statements for the year ended 31 December 2020 give a true and fair view of the company's assets and liabilities, its financial position and the results of its operations in accordance with the financial reporting framework applicable in Belgium.

Brussels, 22 march 2021

Pierre LERUSSE,
Registered auditor



4 Additional

The accounting follows cash basis principle except for:

- the expenses of December paid in January 2021
- the holiday pay payable in June 2021 but already in the accounts at the end of December 2020 as the Belgian law has it foreseen.

The starting balance was 50.056,67 € and the outgoing balance was 70.303,72 €.

The grant is well kept in a bank account and continuously reconciled during the agreement period.

The financial report includes a comparison between the actual costs and the budgeted costs in the co-operation agreement (see after)

The financial report contains explanations for any deviations of budget line headings.

The outgoing balance for previous period is the same as incoming balance for the current period.

The organisation has adhered to its internal regulations for procurements

Interests and exchange rate gains from the projects funds are accounted for the supported project.

Staff time charged to the project has been recorded the duration of the year in a systemized way and the salary costs can be verified by sufficient supporting documentation. Only staff costs belonging to activities funded under the supporting project are accounted for and are not cross-funded.

There is no relationship between employees of the organization and its board of directors.

The organisation "C.F.F.A." has followed national laws regarding taxes, social security payment and labour laws.

There is no sub-granting funds to third parties.

Brussels, the 22 march of 2021



Pierre LERUSSE
Registered Auditor



Table - Statement of Income and Expenditure (in euros)

Amount of funding received from SSNC in euros	121.692,65
<i>Amount of funding received from SSNC in SEK</i>	<i>1.275.000</i>
Amount received from Bread for the World in euros	45.000,00
Reimbursement and per diem from LDAC EXCOM	472,81
Total Income	167.165,46
Total Expenditures	142.818,24
RESULT 2020 (Positive)	24.347,22



STATEMENT OF EXPENDITURES (details)	Costs (in euros)	Reviewed Budget (in euros)
1. Salaries/fees		
<i>Remunerations One part-time coordinator/part time communication officer</i>	53.009,19	
<i>Social security and social security management costs</i>	19.006,42	
Total salaries	72.015,61	60.600
Fees Researchers	9.050,00	20.000
2. Translation	2.525,00	3.000
3. CFFA Annual Steering Committee	0	15.000
4. Interactions EU Institutions	19.075,38	20.000
5. Support participation partners to international initiatives	4.222,32	10.000
6. Training REJOPRAO		20.000
7. Support to REPROJAO	21.466,70	27.000
8. Insurances	692,45	396
9. Communication, bank office costs	5997,84	5.000
10. Office space (rent, computer)	4033,81	7.000
11 Accounting and Auditing	3.739,13	2.500
TOTAL	142.818,24	190.496



Comments on the deviations observed in the expenses for the various activities, compared to the budget

Because of the Covid 19 pandemic, several activities could not take place at all (CFFA in person steering committee, training REJOPRA). Several other activities were also affected like the participation of partners to international initiatives, because of restrictions on travel.)

1. Salaries and fees

CFFA employs a part-time coordinator/spokesperson Béatrice Gorez, on the basis of 2.5 days a week and a communication officer, Joelle Philippe, on the basis of 3.5 days a week. CFFA pays social security and social security management costs as per Belgian law requirements for these two employees. For 2020, the deviation comes from the social security costs for Beatrice Gorez which were not properly reflected in the budget.

For 2020, Dr Andre Standing only worked very occasionally for CFFA on research topics, as well as Dr Anaid Panossian. Some ad hoc research was also done in African countries, mainly to document the local situation of the Covid 19 impacts on fishing communities.

2. Translation

CFFA is now using online translations services (DeepL) for the majority of the translations. CFFA has been using interpretation services on a regular basis, as a number of virtual steering committees meetings, a webinar, etc were organised with French/English interpretation, and sometimes with Portuguese interpretation as well.

3. Organising CFFA annual programming meeting (Steering committee)

This could not take place because of Covid 19 travel restrictions. A virtual zoom meeting was organised in its stead.

4. Interactions EU Institutions

There was a single visit by a partner in Brussels for a week in February, just before the Covid lockdown. Otherwise, some exchanges were organised in various African countries, between CFFA local partners and EU delegations there, on fishing agreement issues (Ivory Coast, Senegal, Mauritania).

6. Training of journalists

The training didn't take place due to Covid 19 travel restrictions.

9. Communication

CFFA had to invest in several communication tools, some of which were costly (Zoom professional), and upgraded its website functionalities to enable a good level of communication with the partners despite the Covid situation.

10. Office space

CFFA budget planned for both the use of the shared office space (260,15 per month) as well as extra costs, like organising meetings with NGOs in the office building, photocopies, etc). there was no use of these extras, as the office was seldom used in 2020 (teleworking from home was compulsory for some time).

11. Auditing/accounting

Because of the funds available for 2020 activities, the costs of the 2020 audit (done beginning of 2021) are included in the 2020 account. (so the total covers audit costs for 2019, paid in 2020, and audit costs for 2020).