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**REPUBLIC OF TRINIDAD AND TOBAGO
AUDITOR GENERAL'S DEPARTMENT**

**REPORT
OF THE
AUDITOR GENERAL**

**ON THE FINANCIAL STATEMENTS OF THE
GLOBAL SERVICES PROMOTION PROGRAMME
FOR THE YEAR ENDED SEPTEMBER 30, 2017
AS REQUIRED BY LOAN CONTRACT NO. 3112/OC-TT
BETWEEN THE
REPUBLIC OF TRINIDAD AND TOBAGO AND THE
INTER-AMERICAN DEVELOPMENT BANK**



REPORT OF THE AUDITOR GENERAL OF THE REPUBLIC OF TRINIDAD AND TOBAGO ON THE FINANCIAL STATEMENTS OF THE GLOBAL SERVICES PROMOTION PROGRAMME FOR THE YEAR ENDED SEPTEMBER 30, 2017 AS REQUIRED BY LOAN CONTRACT 3112/OC-TT BETWEEN THE REPUBLIC OF TRINIDAD AND TOBAGO AND THE INTER-AMERICAN DEVELOPMENT BANK

AUDIT OPINION

I have audited the financial statements of the Global Services Promotion Programme executed by the Ministry of Planning and Development and financed with funds from the Inter-American Development Bank (IDB) under Loan Contract No. 3112/OC-TT, and with contributions of the Government of the Republic of Trinidad and Tobago, which include a Statement of Cumulative Investments as at September 30, 2017, a Statement of Cash Flows for the year ended September 30, 2017 and notes to the financial statements which include a summary of the relevant accounting policies.

2. In my opinion, the accompanying financial statements of the Global Services Promotion Programme under Loan Contract No. 3112/OC-TT for the year ended September 30 2017 have been prepared in all material respects, in accordance with the financial reporting requirements of Chapter VIII of Loan Contract No. 3112/OC-TT and the *Audited Financial Reports and External Audit Management Handbook* for projects financed by the IDB.

BASIS OF AUDIT OPINION

3. The audit was conducted in accordance with accepted auditing standards. The Auditor General is independent of the Ministry of Planning and Development in accordance with the ethical requirements that are relevant to the audit of the financial statements in the Republic of Trinidad and Tobago. It is my view that the audit evidence obtained is sufficient and appropriate to provide a basis for the opinion expressed.

EMPHASIS OF MATTER

BASIS OF ACCOUNTING AND RESTRICTION ON DISTRIBUTION AND USE

4. Without modifying my opinion, attention is drawn to Note 4.1 to the financial statements, which describes the basis of accounting. The financial statements have been prepared to assist the Global Services Promotion Programme under Loan Contract No. 3112/OC-TT in accordance with the *Audited Financial Reports and External Audit Management Handbook* for projects financed by the IDB. As a result, the financial statements may not be suitable for another purpose. This Report is intended only for the Ministry of Planning and Development, the Project Execution Unit of the Ministry of Planning and Development, the Ministry of Finance and the IDB, and should not be distributed to other parties. However, this Report may become a public document, in

which case its distribution would not be limited. The opinion has not been modified in relation to this issue.

EXECUTING AGENCY'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS


5. The Executing Agency is responsible for the preparation and fair presentation of these financial statements in accordance with Cash Basis International Public Sector Accounting Standards (IPSAS) as outlined in the *Audited Financial Reports and External Audit Management Handbook* for projects financed by the IDB, and for such internal control as management determines is necessary for the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

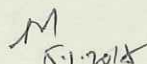
AUDITOR'S RESPONSIBILITY

6. My objective is to obtain reasonable assurance that the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an audit report that includes my opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered to be material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

15TH JANUARY, 2018
PORT OF SPAIN




MAJEED ALI
AUDITOR GENERAL



**The Ministry of Planning and Development
Global Services Promotion Programme
IDB Loan 3112 OC-TT**

Financial Statements

September 30, 2017

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Financial Statements
30 September 2017

Statement of Cash Flows

| | Period ended September 30, 2016 | | Period ended September 30, 2017 | | Cumulative for the year ending September 30, 2017 | |
|---|------------------------------------|------------------|------------------------------------|------------------|--|------------------|
| | IDB | | | | | |
| | US\$ | TT\$ | US\$ | TT\$ | US\$ | TT\$ |
| Cash received | | | | | | |
| Accumulated cash receipts at beginning of period | - | - | 572,057 | 3,708,631 | | |
| | | | | | | |
| Activities during the period: | | | | | | |
| IDB Advance of Funds | 1,250,000 | 8,181,400 | 500,000 | 3,394,000 | 1,750,000 | 11,575,400 |
| IDB Direct Payments | - | - | - | - | - | - |
| GORTT Advances | 34,118 | 180,026 | 124,495 | 843,267 | 158,613 | 1,023,292 |
| Accumulated cash receipts at end of period | 1,284,118 | 8,361,426 | 1,196,552 | 7,945,898 | 1,908,613 | 12,598,692 |
| | | | | | | |
| | | | | | | |
| Payments for Good and Services | | | | | | |
| Activities during the year/period: | | | | | | |
| Payments from IDB Resources | 677,943 | 4,472,769 | 698,075 | 4,727,402 | 1,376,018 | 9,200,171 |
| Payments from GORTT Resources | 34,118 | 180,026 | 124,495 | 843,267 | 158,613 | 1,023,292 |
| | | | | | | |
| Total cash disbursements | 712,061 | 4,652,795 | 822,570 | 5,570,669 | 1,534,631 | 10,223,463 |
| | | | | | | |
| Available cash as at end of year | <u>572,057</u> | <u>3,708,631</u> | <u>373,982</u> (note 5) | <u>2,375,229</u> | <u>373,982</u> | <u>2,375,229</u> |

The financial statements were approved by the Ministry of Planning and Development on October 24th, 2017.
The accompanying notes on pages 6 to 18 form an integral part of these Financial Statements:


Tracy Hackshaw
Programme Manager
Global Services Promotion Programme


Joanne Deoraj
Permanent Secretary
Ministry of Planning and Development

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Financial Statements
30 September 2017

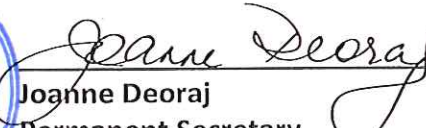
Statement of Cumulative Investments

| | Cumulative Through September 30, 2016 | | Movement for the period 1/10/2016 to 30/9/2017 | | Cumulative Through September 30, 2017 | |
|---|--|-----------|---|-----------|--|------------|
| | IDB | | IDB | | IDB | |
| | US\$ | TT\$ | US\$ | TT\$ | US\$ | TT\$ |
| Investment Category | | | | | | |
| COMPONENT 1 | | | | | | |
| Internationalization Training & Support | 1,797 | 11,449 | 136,132 | 922,353 | 137,929 | 933,803 |
| Finishing Schools | - | - | 23,908 | 162,162 | 23,908 | 162,162 |
| Collaborative Physical & Technological Infrastructure | 526,027 | 3,435,354 | 457,136 | 3,096,168 | 983,163 | 6,531,522 |
| | | | | | | |
| COMPONENT 2 | | | | | | |
| Sector Data Collection & Analysis | - | - | 5,825 | 39,498 | 5,825 | 39,498 |
| Sector Branding Campaign | 14,337 | 96,354 | 3,802 | 25,728 | 18,139 | 122,081 |
| Global Services Promotions Forums | - | - | - | - | - | - |
| Diaspora Engagement for Internationalization | - | - | - | - | - | - |
| | | | | | | |
| COMPONENT 3 | | | | | | |
| Regulatory analysis and strategy | - | - | - | - | - | - |
| Analysis of policy and agency roles to support | - | - | - | - | - | - |
| Capacity-building programs for agencies | - | - | - | - | - | - |
| Technical exchanges | - | - | - | - | - | - |
| | | | | | | |
| Administration, Monitoring & Evaluation | | | | | | |
| Program Management | 169,900 | 1,109,638 | 180,868 | 1,223,943 | 350,768 | 2,333,581 |
| Monitoring & Evaluation | - | - | 12,272 | 83,067 | 12,272 | 83,067 |
| Auditing | - | - | 2,626 | 17,751 | 2,626 | 17,751 |
| | 712,061 | 4,652,795 | 822,570 | 5,570,669 | 1,534,631 | 10,223,463 |

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The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Financial Statements
30 September 2017

Reconciliation of Cash flow to Cumulative Investments

| | Period Ended 30 September 2017 | Period Ended 30 September 2016 |
|---|-----------------------------------|-----------------------------------|
| | US\$ | US\$ |
| Disbursements Per Statement of Cash Flows | 822,570 | 712,061 |
| Reconciling item: | | |
| IDB Funds unused | - | - |
| GORTT Funds unused | - | - |
| Disbursements per Statement of Cumulative Investments | 822,570 | 712,061 |



The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Financial Statements
30 September 2017

Reconciliation of Programme Financial records to IDB LMS

| | Budget | MPD Accumulated expenditure | IDB Accumulated expenditure | Variance | NOTE |
|---|-------------------|-----------------------------------|-----------------------------------|----------------|--------|
| | US\$ | US\$ | US\$ | US\$ | US\$ |
| Investment Category | | | | | |
| COMPONENT 1 | | | | | |
| Global Services Internationalization Hub | 10,395,000 | 1,145,000 | 1,011,797 | 133,203 | Note 1 |
| | | | | | |
| COMPONENT 2 | | | | | |
| Sector Promotion and Branding | 5,161,000 | 23,964 | 18,139 | 5,825 | Note 2 |
| | | | | | |
| COMPONENT 3 | | | | | |
| Policy and Regulatory framework Update | 1,076,000 | - | - | - | |
| | | | | | |
| Programme Management | 958,000 | 350,768 | 233,472 | 117,297 | Note 3 |
| | | | | | |
| Monitoring and Evaluation | 215,000 | 12,272 | - | 12,272 | Note 4 |
| | | | | | |
| Auditing | 195,000 | 2,626 | 2,626 | - | |
| | | | | | |
| Total | 18,000,000 | 1,534,631 | 1,266,034 | 268,597 | |

Note 1: Payments for expenses paid in the months of August and September 2017, not yet presented to the IDB for Justification of Advances.

Note 2: payment for advertisement under component 2, paid in the months of August and September 2017 not yet presented to IDB for Justification of Advances

Note 3: The amount of US\$117,297 includes the following:

Salaries for the PEU (without contracts) for the period July 2016 to September 2017 not yet presented to IDB for Justification, paid from the Ministry's PSIP Vote. Awaiting approved contracts. (US\$95,132)

Administrative expenses paid in the months of August and September 2017 not yet presented to the IDB for Justification of Advances, and salaries for two contract officers (with contracts) not yet presented to IDB for justification (US\$22,165).

Note 4: Payments to the Monitoring and Evaluation Specialist. Awaiting approved contract

1 General Information

The Global Services Promotion Programme (3112 OC-TT), was approved by the IDB Board on December 3, 2013 in the amount of USD18, 000,000 which is fully financed from the Bank. The loan operation was signed on January 27, 2014. The general objective of the Programme is to support the advancement of Trinidad and Tobago's positioning as a renowned location for global provision of Information Technology enabled services (ITeS).

The expected impacts are increased exports and employment in the sector. This will be accomplished through sector-specific training and support services, investment promotion and branding, and capacity building to improve the business climate and regulatory framework.

The direct beneficiaries of the Programme are students, the unemployed and underemployed who will receive training in the Global Services Internationalization Hub; exporting ITeS companies who require additional qualified labour to scale their exports; and Small and Medium Enterprises (SME) who wish to increase their export capacity, based on the Program components described below.

- **Component 1-Global Services Internationalization Hub (GSI Hub):-**
The objective of this component will be to finance the lease of a building to establish the GSI Hub, with an option to purchase same building before the end of the third year from the date of the Contract.
- **Component 1 1 - Investment Promotion and Sector Branding:-**
The objective of this component is to support the implementation of innovative methods of promotion for the ITeS industry.
- **Component 1 1 1 - Capacity Building to Update Policy and Regulatory Framework.**

1.2 Executing Agency

The Project Executing Unit (PEU) was created by Cabinet Minute 1067-2015/05/07 of 2015 to manage the loan programme as a contract unit within the Ministry of Planning and Development

1.3 Monitoring and Evaluation.

The monitoring and the evaluation of the Global Services Promotion Programme, encompasses, the validation of results achieved and analysis of the programmes operating environment for contributions and impediments to programme success.

The monitoring of the programme is undertaken by submission of monthly reports from the Project Execution Unit to senior management in the Ministry of Planning and Development. These monthly reports, track progress of activities as outlined by the programme's annual operating plan. Further monitoring of the programme is carried out in the form of semi-annual progress reports that are submitted to senior management of the Ministry of Planning and Development, for approval and then to Inter-American Development Bank for approval and formal acceptance in the form of a Non Objection letter. The semi-annual progress report tracks physical and financial progress against the annual operating plan proposed for that reporting semester. The semi-annual progress report as a monitoring tool gives a holistic view of the programme, captured in the reporting period.

The evaluation assesses progress towards outcomes. It highlights programme success as well as programme challenges. This report is intended to further validate the results captured in the monitoring reports through verification of the means by which the results were achieved. It is intended to facilitate knowledge sharing and provide information to ensure programme sustainability and success.

1.4 Conditions Precedents

The following Conditions Precedents were met and the loan became eligible on February 20, 2015:

- i. Appoint PEU:
 - a. Program Manager, Procurement Specialist and Financial Specialists engaged.
- ii. MOUs:
 - a. MOU signed with MTIIC on January 27, 2015.
 - b. MOU signed with exporTT on February 10, 2015.
 - c. MOU signed with and invesTT on February 12, 2015.
- iii. Agreement signed with TTCSI on January 27, 2015.
- iv. The Program Operations Manual was approved by the IDB on January 13, 2015.
- v. Initial report which includes the Project's Implementation Plan and Procurement Plan was approved by the IDB on January 23, 2015.
- vi. Accounting and reporting system installed and the Financial Operating Manual approved.

1.5 Reporting Period

The reporting period is October 1, 2016 to September 30, 2017.

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

2. Achievements of project for the period October 1, 2016 to September 30, 2017

- i. Filling of the vacant positions within the PEU
Appointment of two Project Assistants and a Monitoring and Evaluation Specialist

Engagement of Individual Technical Consultants: The Consultants with responsibilities for executing the responsibilities of invesTT and TTCSI under the Programme assumed duties on October 3rd, 2016.

- ii. "Initiation of the Global Services Promotion Programme" event in collaboration with the Manpower TC on January 17, 2017 at Arthur Lok Jack Graduate School of Business. This event included a sensitization session on the "Skills for Global Services" initiative (an initiative being implemented within the Global Services Promotion Programme). Through the "Skills for Global Services" initiative, the Global Services Promotion Programme invited businesses throughout the ITeS Sector to partner with academic institutions and training providers, local or international, to present proposals to finance a skills development programme, which is tailored to the sector's needs. The launch of the initiative's Call for Proposals was meant to develop skills, create jobs, and ensure the pipeline of talent that our country needs to transform the economy. Letters were issued to the (8) eight finalists on September 28, 2017 requesting additional information.
- iii. Award of the ICT Consultancy for the outfitting and retrofitting of the GSI Hub according to technological specifications.
- iv. Award of contract to technical consultant to oversee the retrofitting and outfitting of the GSI hub according to physical specifications.
- v. The GSPP, in collaboration with its stakeholder partners, held nine (9) training sessions, training over four hundred (400) participants in the ITeS Sector as summarized below:

| Training Activity | Date | Participants | Summary of Training Activities |
|-----------------------------|-------------------------|--------------|---|
| Google "Launchpad" Training | 24th/25th November 2016 | 51 | <ul style="list-style-type: none">• Introduction to Google Development• Chrome OS and Andromeda• Firebase: What is firebase and how to use some |

| | | | |
|---|------------------|----|---|
| | | | <p>features (realtime database, social login, storage, hosting)</p> <ul style="list-style-type: none"> • Google Cloud & Machine Learning • Google Cloud Endpoints & Machine Learning: Build a scalable API using the power and services of Google App Engine and some advanced Google Machine Learning services • Skills for the Future • Entrepreneurship in ICT |
| Computer Refurbishment | 19th May 2017 | 88 | Developing practical skills in computer repairs. |
| Social Media Marketing | 22nd May 2017 | 36 | Optimizing use of social media for digital marketing. |
| Animation/ Game Development Sensitization | 21st June 2017 | 33 | A session on awareness and sensitization of the animation industry. |
| E-Gaming/ Game Development Awareness | 29th June 2017 | 30 | Training session on animation and an e-gaming activity at the Global Services Internalization Hub. This event was also held with our member organization the Trinidad and Tobago Animation Network. |
| Digital Immersion Technology Workshop | 10th July 2017 | 45 | The event was held with the aim of creating digital immersion for participants. The workshops centered on computer repair and refurbishment, robotics and game design, computer skills for the visually impaired and digital media train –the- trainer training provided to participants to teach their peers. |
| IBM Watson IOT Workshop (UWI) | 17th August 2017 | 23 | Participants were able to explore IBM's OpenPOWER Application features and Systems as well as develop Starter Applications using Watson IoT software. |
| IBM Watson IOT Workshop (GSI Hub) | 18th August 2017 | 31 | The aim of this workshop was to arm participants with the skills to use big data, data science and analytics to solve everyday problems and develop business as well as help entrepreneurs to expand their markets. |
| Cyber Security Workshop | 29th August 2017 | 48 | The session involved introducing the participants to the basics of cyber security hardware and software, while explaining the importance of this arm of ITC in the financial, business and education sectors. |

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

3. The Budget

This programme is structured as a specific investment loan. The estimated total cost of the project is US\$18,000,000 fully financed by the Bank's ordinary capital, as per the budget below.

| Categories | Approved Budget | Expenditure to date | % Expenditure to date | Available balance |
|---|---------------------|---------------------|-----------------------|-------------------|
| Component 1: Global Services Internationalization Hub | 10,395,000 | 1,145,000 | | 9,250,000 |
| Component 2: Sector Promotion and Branding | 5,161,000 | 23,964 | | 5,137,036 |
| Component 3: Policy and Regulatory Framework Update | 1,076,000 | - | | 1,076,000 |
| Project Management | 958,000 | 350,768 | | 607,232 |
| Monitoring and Evaluation | 215,000 | 12,272 | | 202,728 |
| Auditing | 195,000 | 2,626 | | 192,374 |
| TOTAL | \$18,000,000 | 1,534,631 | 8.5% | 16,465,369 |

4. Summary of Significant Accounting Policies

4.1 Cash Basis of Accounting

These Financial Statements have been prepared using the cash basis of accounting recognizing revenue when cash is received and recognizing expenses when the cash has been disbursed. This accounting policy differs from the International Public Sector Accounting Standards (IPSAS) under which transactions should be recorded when they occur and not when payments are made. However, the IPSAS have been applied to circumstances such as those discussed in Chapter "Cash Basis IPSAS: Financial Reporting under the Cash Basis of Accounting."

4.2 Foreign Currency Translation

The Program's accounting records are maintained in local currency and currency of the United States of America. Transactions in local currency are translated at the rate utilized by the Central Bank of Trinidad and Tobago at the prevailing exchange rate in force on the effective date of the payment, by the Executing Agency, of the expenditure.

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

4.3 Depreciation of Equipment

Equipment acquired with the Project resources are recorded at their acquisition costs at date of payment. No depreciation is charged on these assets and as such no depreciation charge is reflected in these financial statements.

5. Available Cash Balance

The available cash balance at the end of the year in the Project's bank account No. 01-20720-071-00-00-00 was:

| | 2017 US\$ | 2016 US\$ |
|---|----------------|--------------|
| Balance at beginning of the year 1/10 | 572,057 | 324,196 |
| Add: Receipt of disbursement Request No. 4 - 19/05/2016 | | 750,000 |
| Receipt of disbursement Request No. 9 - 31/5/2017 | 500,000 | |
| Less: Expenses paid as at 30/09/2016 | | 502,139 |
| Expenses paid for the period 1/10/2016 to 30/09/2017 | 698,075 | |
| This figure is reflected on the cash flow statement | 373,982 | |
| Less: Cheque number E199207 dated 29/9/2017 which was deposited to CBTT in October 2017 | 820.00 | |
| Bank Balance at 30/09/2017 as per CBTT statement | 373,162 | 572,057 |

6. Advances pending justification

At September 30, 2017, the amount pending justification to the IDB amounted to **US\$268,597** which represented the following disbursements request awaiting processing, or expenditure incurred but not included in these request:

| | Component 1 | Component 2 | Component 4 | Component 5 | Total |
|------------------------------|-------------|-------------|-------------|-------------|---------|
| Justifiable expenses | 133,203 | 5,825 | 22,165 | | 161,193 |
| Salaries (awaiting contract) | | | 95,132 | 12,272 | 107,404 |
| Total | 133,203 | 5,825 | 117,297 | 12,272 | 268,597 |

There were several payments that were made from the Government funds that were deemed as ineligible expenses and were not reimbursed from the IDB funds. These expenses represent salary payments made to Kavita Bassarath amount of US\$4,997 (TT\$33,871). These payments were disallowed because there was no contract covering the payment periods. These payments will not be presented for reimbursement by the IDB and will not form part of the financial statements

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

7. Advances and justification

| | |
|--------------------------------------|-----------------------|
| Opening balance of advances | 0 |
| 1 st disbursement request | US\$ 500,000 |
| 4 th disbursement request | US\$ 750,000 |
| 9 th disbursement request | <u>US\$ 500,000</u> |
| Total advances received | <u>US\$ 1,750,000</u> |

Reconciliation by Investment Categories between the program's records and the IDB's records

| Disbursements | Component 1 US\$ | Component 2 US\$ | Programme Management US\$ | Auditing | Total US\$ |
|---------------------|---------------------|---------------------|---------------------------------|----------|---------------|
| Request No 2 | 39,116 | - | 16,694 | | 55,810 |
| Request No 3 | 340,535 | - | 94,485 | | 435,021 |
| Request No 5 | 88,378.04 | 14,337 | 31,857 | | 134,571 |
| Request No 6 | 156,420 | | 28,815 | | 185,235 |
| *Request No 7 | 193,455 | | 30,400 | | 223,856 |
| Request No 8 | 63,420 | | 7,163 | | 70,583 |
| Request No 10 | 135,391 | 3,802 | 21,764 | | 160,958 |
| Total (PEU records) | 1,016,716 | 18,139 | 231,179 | | 1,266,034 |
| LMS (IDB records) | 1,011,797 | 18,139 | 233,471 | 2,626 | 1,266,034 |
| Variance | 4,919 | 0 | (2,293) | (2,626) | 0 |

This variance is in respect to disbursement request number 7

| | Request No. 7 | IDB records | Variance | Comments |
|-------------|------------------|----------------|----------|--|
| Component 1 | 193,455 | 188,537 | 4,919 | Audit fees and payment to PQSL erroneously placed under component 1 in the statement of expenses |
| Component 4 | 30,400 | 32,693 | (2,293) | |
| Audit | | 2,626 | (2,626) | |
| Total | 223,856 | 233,856 | 0 | |

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

8. Advances due to government

| | |
|--|----------------|
| Justified in Request No. 8-Salaries for the month of April 2017 | 7,163 |
| Justified in Request No. 10-Salaries for the period May to July 2017 | 21,453 |
| Salaries for the period August to September 2017 & short fall of salary for the period April to July 2017 (justifiable expenses) | 15,262 |
| Salaries for the period July 2016-September 2017-awaiting contracts | 107,404 |
| Total | 151,283 |

9. Finance Charge

The Public Debt Unit, Treasury Division of the Ministry of Finance is responsible for the payment of the following:

Credit fee: a credit fee on the undisbursed balance of the loan, at a percentage set by the Bank periodically. Credit fees paid to date are as follows:-

| Date | US\$ | TT\$ |
|--------------|-------------------|---------------------|
| 07/15/2014 | 13,438.36 | 85,912.78 |
| 01/15/2015 | 22,684.93 | 145,031.56 |
| 07/15/2015 | 21,880.14 | 139,089.86 |
| 01/15/2016 | 45,778.49 | 295,028.63 |
| 07/15/2016 | 43,510.93 | 291,675.52 |
| 01/15/2017 | * | * |
| 07/15/2017 | 41,530.82 | 280,453.48 |
| Total | 188,823.67 | 1,237,191.83 |

*There is a Commitment Fees for 01/15/2017 in the amount of US\$41,528.58 (TT\$282,066.27) in the Comptroller of Accounts Records.

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

Interest: interest on the daily outstanding loan balances at a LIBOR- Based interest rate plus the applicable lending spread for the Bank's ordinary capital loans. Interest paid to date is as follows:

| Date | US\$ | TT\$ |
|--------------|------------------|-------------------|
| 07/15/2015 | 2,043.84 | 12,992.49 |
| 01/15/2016 | 3,857.83 | 24,862.56 |
| 07/15/2016 | 4,662.85 | 31,257.41 |
| 01/15/2017 | 15,059.14 | 102,238.18 |
| 07/15/2017 | 12,622.94 | 85,241.45 |
| Total | 38,246.60 | 256,592.09 |

10. Procurement of goods and services

Thirty project related procurement processes were executed during the period October 1, 2016 to September 30, 2017 in accordance with the approved procurement plan. Of these activities, twenty-five awards were made amounting to approximately TT\$ 3 million. During the corresponding period in 2016, thirty-six procurement activities were undertaken and awards approximating TT\$1.5 million were made. Five of the thirty processes which commenced during the period were still in process by the end of the period and two processes which commenced in the previous financial period, resulted in executed contracts in the amount of TT\$630,000.

Sixty-six percent of the processes completed during the period ended September 30, 2017 were executed using the shopping method with an estimated total value of TT\$2.587 million compared to fifty-six percent in the previous period. Twenty percent of the processes were executed using the single source selection method, two of which were in process and four were completed with awards valuing TT\$272,000 by the end of the reporting period. Two processes were executed using the comparison of consultants' qualifications process, one of which resulted in an award and the other being at an advance stage of procurement. Finally two process are being executed through the Central Tenders Board using the national competitive bidding process and international competitive bidding, neither of these processes were completed in the period.

In addition to planned project related procurement activities, twelve operational processes were executed during the period to facilitate the work of the Project Executing Unit, these activities resulted in awards of approximately TT\$104,000.

Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements

30 September 2017

11. On-Going Contracts with PRISM numbers

| CONSULTANT/ CONTRACTOR | DESCRIPTION | Prism Number | Start date | End date | Contact amount |
|---|--|------------------|--------------|-----------------|-------------------|
| Category 1.00 Internationalization Hub | | | | | |
| Vash Krish Enterprise Ltd | Rental of Hub | TTA1742 | 1-Apr-2015 | 31-Mar-2018 | 777,626 |
| Megabrite Industries Limited | Janitorial Services | TTA1871 | 1-Aug-2016 | 31-Oct-2017 | 48,621 |
| ALPHA Protective Services Ltd | 24 hours unarmed security services | TTA1872 | 1-Aug-2016 | 31-Oct-2016 | 9,910 |
| Roxanne Colthrust | Technical Consultant | TTA1875 | 3-Oct-2016 | 2-Oct-2017 | 53,731 |
| Rayan Ramoutar | Technical Consultant | TTA1877 | 1-Sept-2016 | 31-Aug-2017 | 44,776 |
| Dr. Morecia Ortega | Technical Consultant | TTA1881 | 3-Oct-2016 | 2-Oct-2017 | 44,776 |
| Columbus Communications Ltd | Cloud voice and metro Ethernet Service | TTA1885- 1886 | 28-Sept-2016 | 30-Sept-2018 | 25,799 |
| Universal Protective Services Limited | Security Services | TTA1890 | 7-Nov-2016 | 6-Nov-2017 | 111,873 |
| Anthony Peyson | ICT Consultant | TTA1974 | 24-Jul-2017 | 30-Sept-2018 | 20,429 |
| Subtotal | | | | | 1,137,541 |
| Category 4.00 Program Management | | | | | |
| Procurement specialist | Salary | TTA1767 | 1-May-2015 | 30-Apr- 2018 | 162,109 |
| Financial Specialist | Salary | TTA1766 | 12-Jan-2015 | 11-Jan-2018 | 128,545 |
| Subtotal | | | | | 290,654 |
| Total | | | | | 1,428,195 |

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

12. Commitments from on-going contracts as at September 30, 2017

| Contracts | Value of contract | | Payment to date | | Balance on contract | |
|---------------------------------------|-------------------|------------------|------------------|------------------|---------------------|----------------|
| | TTD | USD | TTD | USD | TTD | USD |
| Vash Krish Enterprises Limited | 5,133,600 | 777,626 | 4,216,000 | 635,906 | 917,600 | 141,720 |
| Sheryl Ann Ramlal | 848,400 | 128,545 | 768,574 | 116,315 | 79,826 | 12,230 |
| Melissa Ramkumarsingh | 1,069,920 | 162,109 | 719,723 | 108,401 | 350,197 | 53,708 |
| Roxanne Colthrust | 360,000 | 53,731 | 330,000 | 48,710 | 30,000 | 5,021 |
| Dr. Moreica Ortega | 300,000 | 44,776 | 275,000 | 40,575 | 25,000 | 4,201 |
| Columbus Communications Ltd | 172,850 | 25,799 | 92,770 | 13,694 | 80,080 | 12,105 |
| Megabrite Industries Limited | 328,298 | 48,621 | 284,438 | 42,060 | 43,860 | 6,561 |
| Universal Protective Services Limited | 783,108 | 111,873 | 591,157 | 87,335 | 191,951 | 24,538 |
| Anthony Peyson | 143,000 | 20,429 | 0 | 0 | 143,000 | 20,429 |
| Total | 9,139,176 | 1,373,509 | 7,277,662 | 1,092,996 | 1,861,514 | 280,513 |

The Ministry of Planning and Development
Global Services Promotion Programme - IDB Loan 3112 OC-TT

Notes to the Financial Statements
30 September 2017

13. Fixed assets

A copy of the detailed fixed asset schedule is attached at Appendix 1

Fixed assets are tagged using a QR bar code which includes a description and ID number for each asset. The QR format is as follows:

MPD Ministry of Planning and Development
 GSPP Global Services Promotion Programme
 4FL 4th floor (the level where the asset is located)
 A1 Area
 LP001 Item and item number e.g. laptop
 CE Type of asset

| Description | Date of payment | Cost (TTD) | Cost (USD) | Location |
|------------------------------------|-----------------|------------------------------------|---------------|-----------------------|
| Computer Equipment (CE) | | | | |
| 6 Laptops and laptop bags | 30/07/2015 | 73,470 | 11,529 | Assigned to PEU |
| 5 Dell Latitude | 29/06/2017 | 63,692 | 9,414 | Assigned to PEU |
| 5 Docking Stations | 29/06/2017 | 8,719 | 1,289 | 4 th floor |
| 6 CPU | 29/06/2017 | 53,865 | 7,962 | 4 th floor |
| 6 Monitors | | | | |
| 6 Keyboard | | | | |
| 5 DVD Drive | | | | |
| 2 Speaker | 29/06/2017 | 2,812 | 416 | 4 th floor |
| Television Screen | | Cost included in security contract | n/a | 4 th floor |
| Subtotal | | 202,558 | 30,610 | |
| Furniture and Fixtures (FF) | | | | |
| Workstation | 1/07/2016 | 13,225 | 2,075 | 4 th floor |
| Filing Cabinet | 1/07/2016 | 2,875 | 451 | 4 th floor |
| Fire Resistant Cabinet | 17/07/2016 | 9,142 | 1,436 | 4 th floor |
| 4 Executive Chairs | 17/07/2016 | 4,393 | 690 | 4 th floor |

| | | | | |
|------------------------------|------------|----------------|---------------|-------------------------------|
| 2 Door Metal Steel Cabinet | 29/03/2017 | 2,810 | 416 | 4 th floor |
| 12 High back chairs | 14/06/2017 | 27,644 | 4,079 | 4 th floor |
| Subtotal | | 60,089 | 9,147 | 4 th floor |
| Office Equipment (OE) | | | | |
| Printer | 8/04/2016 | 47,045 | 7,382 | 4 th floor |
| Shredder | 30/06/2016 | 24,296 | 3,626 | 4 th floor |
| Label writer | 30/06/2016 | 1,205 | 178 | 4 th floor |
| Machine Binder Combo | 29/03/2017 | 1,907 | 282 | 4 th floor |
| 3 Desktop Printers | 29/06/2017 | 17,752 | 2,624 | 4 th floor |
| Subtotal | | 92,205 | 14,092 | |
| Other Assets (OA) | | | | |
| Microwave | 26/07/2016 | 1,005 | 149 | 4 th floor-GSI HUB |
| Refrigerator | 26/08/2016 | 9,142 | 1,352 | 4 th floor-GSI HUB |
| Cell phones | 05/08/2016 | 11,470 | 1,707 | Assigned to PEU |
| Water Dispensers | 5/12/2016 | 18,000 | 2,656 | 4 th floor-GSI HUB |
| Power Protection Strip | 17/02/2017 | 10,912 | 1,612 | Store Room |
| Oneida Coffee Urn | 19/09/2017 | 5,748 | 847 | 4 th floor-GSI HUB |
| Rubbermaid Cart | 19/09/2017 | 4,909 | 723 | 4 th floor-GSI HUB |
| Subtotal | | 61,186 | 9,046 | |
| TOTAL | | 416,038 | 62,895 | |

Note: 100 Stackable black folding chairs were delivered in the month of September 2017, however payment was not made in the accounting period.

Items costing less than TT\$1,000.00 are not included in the Fixed Assets.

FIXED ASSET REGISTER
GLOBAL SERVICES PROMOTION PROGRAMME

APPENDIX I

| | Type of Asset | Name of Asset | Cheque date | Cheque # | DESCRIPTION | SERIAL NUMBER | ID NUMBER | ORIGINAL COST (TT\$) | ORIGINAL COST (US\$) | LOCATION |
|--------------------------------|---------------|-----------------|-------------|----------|--|-------------------------------|---------------------------|-----------------------------|----------------------|--|
| COMPUTER EQUIPMENT (CE) | | | | | | | | | | |
| 6 | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | 25LRS32 | MPD/GSPP/4FL/A3/LP003-CE | \$12,245.00 | \$1,921.48 | FINANCIAL SPECIALIST (4TH FLOOR) |
| | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | JDLS32 | MPD/GSPP/4FL/A7/LP006-CE | \$12,245.00 | \$1,921.48 | Fire Proof Cabinets- not assigned |
| | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | F8RRS32 | MPD/GSPP/4FL/A7/LP007-CE | \$12,245.00 | \$1,921.48 | Fire Proof Cabinets- not assigned |
| | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | 8BLRS32 | MPD/GSPP/4FL/A3/LP004-CE | \$12,245.00 | \$1,921.48 | PROCUREMENT SPECIALIST (4TH FLOOR) |
| | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | B9LRS32 | MPD/GSPP/4FL/A3/LP005-CE | \$12,245.00 | \$1,921.48 | PROGRAMME MANAGER (4TH FLOOR) |
| | CE | Laptop | 30/07/2015 | | Black Dell Laptop XP13 (9343) | | | \$12,245.00 | \$1,921.48 | Fire Proof Cabinets- not assigned |
| | | | | | | | | \$73,470.00 | \$11,528.87 | |
| 5 | CE | Laptop | 29/06/2017 | E198310 | Black Dell Latitude E5470 - Intel Coe i7 | 95WHSF2 | MPD/GSPP/4FL/A7/LP010-CE | \$12,738.38 | \$1,882.87 | MONITORING AND EVALUATION (4TH FLOOR) |
| | CE | Laptop | 29/06/2017 | E198310 | Black Dell Latitude E5470 - Intel Coe i7 | C6ZGSF2 | MPD/GSPP/4FL/A7/LP008-CE | \$12,738.38 | \$1,882.87 | Fire Proof Cabinets- not assigned |
| | CE | Laptop | 29/06/2017 | E198310 | Black Dell Latitude E5470 - Intel Coe i7 | 7DL9SF2 | MPD/GSPP/4FL/A1/LP001-CE | \$12,738.38 | \$1,882.87 | PROJECT ASST - Finance (4TH FLOOR) |
| | CE | Laptop | 29/06/2017 | E198310 | Black Dell Latitude E5470 - Intel Coe i7 | 4G0DSF2 | MPD/GSPP/4FL/A1/LP002-CE | \$12,738.38 | \$1,882.87 | PROJECT ASST - Procurement (4TH FLOOR) |
| | CE | Laptop | 29/06/2017 | E198310 | Black Dell Latitude E5470 - Intel Coe i7 | 5J5PTF2 | MPD/GSPP/4FL/A7/LP009-CE | \$12,738.38 | \$1,882.87 | Store room- not assigned |
| | | | | | | | | \$63,691.90 | \$9,414.36 | |
| 5 | CE | Docking Station | 29/06/2017 | E198310 | Black Dell docking Station | CN-OPDXXF-75941-688-OA-C5-A00 | MPD/GSPP/4FL/A3/DS005-CE | \$1,743.75 | \$257.75 | MONITORING AND EVALUATION (4TH FLOOR) |
| | CE | Docking Station | 29/06/2017 | E198310 | Black Dell docking Station | CN-OPDXXF-75941 | MPD/GSPP/4FL/A1/DS001-CE | \$1,743.75 | \$257.75 | PROJECT ASST - Finance (4TH FLOOR) |
| | CE | Docking Station | 29/06/2017 | E198310 | Black Dell docking Station | CN-OPDXXF-75941-6AQ-0502-A00 | MPD/GSPP/4FL/A7/DS003-CE | \$1,743.75 | \$257.75 | STORE ROOM- NOT ASSIGNED |
| | CE | Docking Station | 29/06/2017 | E198310 | Black Dell docking Station | CN-OPDXXF-75941-6AP-0517-A00 | MPD/GSPP/4FL/A7/DS004-CE | \$1,743.75 | \$257.75 | STORE ROOM- NOT ASSIGNED |
| | CE | Docking Station | 29/06/2018 | E198310 | Black Dell docking Station | CN-OPDXXF-75941-6AP-0461-A00 | MPD/GSPP/4FL/A7/DS002-CE | \$1,743.75 | \$257.75 | PROJECT ASST - Procurement (4TH FLOOR) |
| | | | | | | | | \$8,718.75 | \$1,288.73 | |
| 6 | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMHCXG2 | MPD/GSPP/4FL/A2/CPU003-CE | \$8,977.50 | \$1,326.97 | CONSULTANT AREA 1 |
| | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMHDXG2 | MPD/GSPP/4FL/A1/CPU004-CE | \$8,977.50 | \$1,326.97 | OJT (4TH FLOOR) |
| | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMBQXG2 | MPD/GSPP/4FL/A1/CPU005-CE | \$8,977.50 | \$1,326.97 | OJT (4TH FLOOR) |
| | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMGRXG2 | MPD/GSPP/4FL/A2/CPU001-CE | \$8,977.50 | \$1,326.97 | RESEARCH OFFICER 1 (4TH FLOOR) |
| | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMBRXG2 | MPD/GSPP/4FL/A2/CPU002-CE | \$8,977.50 | \$1,326.97 | RESEARCH OFFICER 2 (4TH FLOOR) |
| | CE | CPU | 29/06/2017 | E198310 | Black Dell Optiplex | FMHFXG2 | MPD/GSPP/4FL/A7/CPU006-CE | \$8,977.50 | \$1,326.97 | STOCK ROOM |
| | | | | | | | | \$53,865.00 | \$7,961.84 | |
| 6 | CE | Monitor | 29/06/2017 | E198310 | Black Dell Monitor | CN-OXJ5TR-72872-6A6-DUKB-A00 | MPD/GSPP/4FL/A3/M003-CE | Amount included in CPU cost | N/A | CONSULTANT AREA 1 |
| | CE | Monitor | 29/06/2017 | E198310 | Black Dell Monitor | CN-OXJ5TR-72872-6A6-DTRB-A00 | MPD/GSPP/4FL/A3/M016-CE | Amount included in CPU cost | N/A | MONITORING AND EVALUATION (4TH FLOOR) |
| | CE | Monitor | 29/06/2017 | E198310 | Black Dell Monitor | CN-OXJ5TR-72872-6A6-DTTB-A00 | MPD/GSPP/4FL/A1/M004-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |
| | CE | Monitor | 29/06/2017 | E198310 | Black Dell Monitor | CN-OXJ5TR-72872-6AP-AHEB-A00 | MPD/GSPP/4FL/A1/M005-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |
| | CE | Monitor | 29/06/2017 | E198310 | Black Dell monitor | CN-OXJ5TR-72872-6AP-AHFB-A00 | MPD/GSPP/4FL/A2/M001-CE | Amount included in CPU cost | N/A | RESEARCH OFFICER 1 (4TH FLOOR) |
| | CE | Monitor | 29/06/2017 | E198310 | Black Dell monitor | CN-OXJ5TR-72872-6AJ-CANB-A00 | MPD/GSPP/4FL/A2/M002-CE | Amount included in CPU cost | N/A | RESEARCH OFFICER 2 (4TH FLOOR) |
| 6 | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-ON6R8G-73826-69N-040R-A02 | MPD/GSPP/4FL/A3/KB004-CE | Amount included in CPU cost | N/A | MONITORING AND EVALUATION (4TH FLOOR) |
| | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-ON6R8G-73826-69M-0AFF-A02 | MPD/GSPP/4FL/A1/KB005-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |
| | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-0644G3-71616-681-OMEB-A03 | MPD/GSPP/4FL/A1/KB006-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |
| | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-0644G3-71616-67Q-OAU8-A03 | MPD/GSPP/4FL/A1/KB001-CE | Amount included in CPU cost | N/A | PROJECT ASST - Finance (4TH FLOOR) |
| | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-ON6R8G-73826-69M-0A60-A02 | MPD/GSPP/4FL/A1/KB002-CE | Amount included in CPU cost | N/A | PROJECT ASST - Procurement (4TH FLOOR) |
| | CE | Keyboard | 29/06/2017 | E198310 | Black Dell Keyboard | CN-ON6R8G-6A5-09X7-A02 | MPD/GSPP/4FL/A2/KB003-CE | Amount included in CPU cost | N/A | RESEARCH OFFICER 2 (4TH FLOOR) |
| 5 | CE | DVD Hard drive | 29/06/2017 | E198310 | Black dvd external hard drive | CN-ORKR9T-HLCOO-6BO-0853-A01 | MPD/GSPP/4FL/A2/DVD001-CE | Amount included in CPU cost | N/A | CONSULTANT AREA 1 |
| | CE | DVD Hard drive | 29/06/2017 | E198310 | Black dvd external hard drive | | | Amount included in CPU cost | N/A | Store Room |
| | CE | DVD Hard drive | 29/06/2017 | E198310 | Black dvd external hard drive | | | Amount included in CPU cost | N/A | Store Room |
| | CE | DVD Hard drive | 29/06/2017 | E198310 | Black dvd external hard drive | | | Amount included in CPU cost | N/A | Store Room |
| | CE | DVD Hard drive | 29/06/2017 | E198310 | Black dvd external hard drive | | | Amount included in CPU cost | N/A | Store Room |
| 5 | CE | Mouse | 29/06/2017 | E198310 | Dell black mouse | CN-ODVORH-71616-6AR-OFV3 | MPD/GSPP/4FL/A3/MSE003-CE | Amount included in CPU cost | N/A | MONITORING AND EVALUATION (4TH FLOOR) |
| | CE | Mouse | 29/06/2017 | E198310 | Dell black mouse | CN-ODVORH-71616-6B4-04H9 | MPD/GSPP/4FL/A1/MSE004-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |
| | CE | Mouse | 29/06/2017 | E198310 | Dell black mouse | CN-ODVORH-71616-6AR-OBH | MPD/GSPP/4FL/A1/MSE005-CE | Amount included in CPU cost | N/A | OJT (4TH FLOOR) |

FIXED ASSET REGISTER
GLOBAL SERVICES PROMOTION PROGRAMME

| | Type of Asset | Name of Asset | Cheque date | Cheque # | DESCRIPTION | SERIAL NUMBER | ID NUMBER | ORIGINAL COST (TT\$) | ORIGINAL COST (US\$) | LOCATION |
|------------------------------------|---------------|---------------|-------------|----------|---|--------------------------|-------------------------------|-------------------------------|----------------------|--|
| | CE | Mouse | 29/06/2017 | E198310 | Dell black mouse | CN-ODV0RH-71616-6AR-0EY0 | MPD/GSPP/4FL/A1/MSE001-CE | Amount included in CPU cost | N/A | PROJECT ASST - Finance (4TH FLOOR) |
| | CE | Mouse | 29/06/2017 | E198310 | Dell black mouse | CN-ODV0RH-71616-6AR-03PJ | MPD/GSPP/4FL/A1/MSE002-CE | Amount included in CPU cost | N/A | PROJECT ASST - Procurement (4TH FLOOR) |
| 2 | CE | Speaker | 29/06/2017 | E198310 | Jabra Speaker | 20054762 | MPD/GSPP/4FL/A7/SP001-CE | \$1,406.25 | \$207.86 | STORE ROOM |
| | CE | Speaker | 29/06/2017 | E198310 | Jabra Speaker | 20054762 | MPD/GSPP/4FL/A7/SP002-CE | \$1,406.25 | \$207.86 | STORE ROOM |
| | | | | | | | | \$2,812.50 | \$415.72 | |
| 1 | CE | Television | | | Viewmax flatscreen TV | | MPD/GSPP/4FL/A1/TV001-CE | Included in security contract | | 4th Floor |
| | | | | | | | | \$202,558.15 | \$30,609.50 | |
| FURNITURE AND FIXTURES (FF) | | | | | | | | | | |
| 1 | FF | Desk | 23/07/2015 | E191766 | Work Station Desks | N/A | MPD/GSPP/4FL/A3/DESKSTA001-FF | \$13,225.00 | \$2,075.26 | AREA 4 - 4th Floor |
| | | | | | | | | \$13,225.00 | \$2,075.26 | |
| 1 | FF | Cabinet | 23/07/2015 | E191766 | Metal 4 Drawer Lateral File Cabinet | N/A | MPD/GSPP/4FL/A6/CAB005-FF | \$2,875.00 | \$451.14 | KITCHEN |
| | | | | | | | | \$2,875.00 | \$451.14 | |
| 1 | FF | Cabinet | 28/07/2016 | E191818 | 4 Drawer Metal Fireproof Cabinet | N/A | MPD/GSPP/4FL/A5/CAB009-FF | \$9,142.50 | \$1,435.54 | AREA 5 |
| | | | | | | | | \$9,142.50 | \$1,435.54 | |
| 4 | FF | Chair | 28/07/2016 | E191818 | Black leather executive rolling chair | N/A | MPD/GSPP/4FL/A3/CH012-FF | \$1,098.25 | \$172.44 | CONFERENCE SET 1 |
| | FF | Chair | 28/07/2016 | E191818 | Black leather executive rolling chair | N/A | MPD/GSPP/4FL/A3/CH011-FF | \$1,098.25 | \$172.44 | CONFERENCE SET 2 |
| | FF | Chair | 28/07/2016 | E191818 | Black leather executive rolling chair | N/A | MPD/GSPP/4FL/A3/CH014-FF | \$1,098.25 | \$172.44 | MONITORING AND EVALUATION (4TH FLOOR) |
| | FF | Chair | 28/07/2016 | E191818 | Black leather executive rolling chair | N/A | MPD/GSPP/4FL/A3/CH013-FF | \$1,098.25 | \$172.44 | PROGRAMME MANAGER (4TH FLOOR) |
| | | | | | | | | \$4,393.00 | \$689.78 | |
| 2 | FF | Cabinet | 29/03/2017 | E197568 | CASAT (100% Locally manufactured) Steel | N/A | MPD/GSPP/4FL/A5/CAB015-FF | \$1,405.13 | \$207.87 | Area 5 - 4th Floor |
| | FF | Cabinet | 29/03/2017 | E197568 | CASAT (100% Locally manufactured) Steel | N/A | MPD/GSPP/4FL/A5/CAB014-FF | \$1,405.13 | \$207.87 | Area 5 - 4th Floor |
| | | | | | | | | \$2,810.25 | \$415.74 | |
| 12 | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4FL/A2/CH027-FF | 2,303.64 | \$339.96 | Area 5 - 4th Floor |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4FL/A2/CH024-FF | 2,303.64 | \$339.96 | AREA 2 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4FL/A2/CH025-FF | 2,303.64 | \$339.96 | AREA 3 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4FL/A2/CH026-FF | 2,303.64 | \$339.96 | AREA 4 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4FL/A2/CH028-FF | 2,303.64 | \$339.96 | AREA 6 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A3/CH023-FF | 2,303.64 | \$339.96 | CONFERENCE SET 1 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A3/CH022-FF | 2,303.64 | \$339.96 | CONFERENCE SET 1 |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A1/CH017-FF | 2,303.64 | \$339.96 | OJT (4TH FLOOR) |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A1/CH019-FF | 2,303.64 | \$339.96 | OJT (4TH FLOOR) |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A2/CH020-FF | 2,303.64 | \$339.96 | RESEARCH OFFICER 1 (4TH FLOOR) |
| | FF | Chair | 14/06/2017 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A2/CH021-FF | 2,303.64 | \$339.96 | RESEARCH OFFICER 2 (4TH FLOOR) |
| | FF | Chair | 14/06/2018 | E198203 | Model# OTG10904 GRANBY high back | N/A | MPD/GSPP/4F/A2/CH018-FF | 2,303.64 | \$339.96 | |
| | | | | | | | | \$27,643.68 | \$4,079.48 | |
| | | | | | | | | | | |
| | | | | | | | | \$60,089.43 | \$9,146.94 | |
| OFFICE EQUIPMENT (OE) | | | | | | | | | | |
| 1 | OE | Printer | 8/13/2015 | E191968 | Konica Minolta Digital Colour | ASCFWY1496905 | MPD/GSPP/4FL/A5/PR001-OE | TT\$47,045.00 | 7,381.58 | Area 5 - 4th Floor |
| | | | | | | | | \$47,045.00 | \$7,381.58 | |
| 3 | OE | Printer | 29/06/2017 | E198310 | HP Laser Jet Pro MFP 5 M21dn | CNB7K14HON | MPD/GSPP/4FL/A5/PR003-OE | TT\$5,917.50 | TT\$874.67 | Area 5 - 4th Floor |

FIXED ASSET REGISTER
GLOBAL SERVICES PROMOTION PROGRAMME

| | Type of Asset | Name of Asset | Cheque date | Cheque # | DESCRIPTION | SERIAL NUMBER | ID NUMBER | ORIGINAL COST (TT\$) | ORIGINAL COST (US\$) | LOCATION |
|--------------------------|---------------|-----------------|-------------|----------|---|--------------------|-----------------------------|----------------------|----------------------|------------------------------------|
| | OE | Printer | 29/06/2017 | E198310 | HP Laser Jet Pro MFP 5 M21dn | CN37K14GVQ | MPD/GSPP/4FL/A5/PR004-OE | TT\$5,917.50 | TT\$874.67 | Area 5 - 4th Floor |
| | OE | Printer | 29/06/2017 | E198310 | HP Laser Jet Pro MFP 5 M21dn | | MPD/GSPP/4FL/A2/PR002-OE | TT\$5,917.50 | TT\$874.67 | Area 2 |
| | | | | | | | | \$17,752.50 | \$2,624.01 | |
| 1 | OE | Shredder | 17/02/2017 | E197238 | Heavy Duty (400C4) Shredder | N/A | MPD/GSPP/4FL/A5/SH001-OE | TT\$24,295.95 | 3626.26 | Area 5 - 4th Floor |
| | | | | | | | | \$24,295.95 | \$3,626.26 | |
| 1 | OE | Label Writer | 17/02/2017 | E197238 | Label Writer 450 | N/A | MPD/GSPP/4FL/A1/LW001-OE | \$1,205.08 | \$178.28 | OJT (4TH FLOOR) |
| | | | | | | | | \$1,205.08 | \$178.28 | |
| 1 | OE | Binder Machine | 29/03/2017 | E197570 | MACHINE BINDING COMBO | N/A | MPD/GSPP/4FL/A4/BM001-OE | \$1,906.88 | TT\$282.10 | CONSULTANT AREA 1 |
| | | | | | | | | \$1,906.88 | \$282.10 | |
| | | | | | | | | \$92,205.41 | \$14,092.23 | |
| OTHER ASSETS (OA) | | | | | | | | | | |
| 1 | OA | Microwave | 26/07/2016 | E195366 | ASBO 1.1 CUFT Whirlpool Stainless Steel | | MPD/GSPP/4FL/A6/MICRO003-OA | \$1,004.74 | 149.50 | KITCHEN |
| | | | | | | | | \$1,004.74 | \$149.50 | |
| 1 | OA | Refrigerator | 26/08/2016 | E195696 | Make | 01-FREG-FFHS2622MS | MPD/GSPP/4FL/A6/REF005-OA | \$9,141.75 | 1,352.05 | KITCHEN |
| | | | | | | | | \$9,141.75 | \$1,352.05 | |
| 3 | OA | Cell Phone | 5/8/2016 | E195497 | Samsung S7 with Sim Card | 1.23021E+13 | MPD/GSPP/4FL/A3/CPH001-OA | \$3,823.46 | \$568.87 | FINANCIAL SPECIALIST (4TH FLOOR) |
| | OA | Cell Phone | 5/8/2016 | E195497 | Samsung S7 with Sim Card | 1.21302E+14 | MPD/GSPP/4FL/A3/CPH002-OA | \$3,823.46 | \$568.87 | PROCUREMENT SPECIALIST (4TH FLOOR) |
| | OA | Cell Phone | 5/8/2016 | E195497 | Samsung S7 with Sim Card | 3.5881E+14 | MPD/GSPP/4FL/A3/CPH003-OA | \$3,823.46 | \$568.87 | PROGRAMME MANAGER (4TH FLOOR) |
| | | | | | | | | \$11,470.38 | \$1,706.60 | |
| 2 | OA | Water Dispenser | 5/12/2016 | E196688 | White Waterex water dispenser | HR77L14FLB0024 | MPD/GSPP/4FL/A5/WC002-OA | \$9,000.00 | 1,328.24 | Area 5 - 4th Floor |
| | OA | Water Dispenser | 5/12/2016 | E196688 | White Waterex water dispenser | HR77L14FLB0018 | MPD/GSPP/4FL/A5/WC001-OA | \$9,000.00 | 1,328.24 | Area 5 - 4th Floor |
| | | | | | | | | \$18,000.00 | \$2,656.47 | |
| 4 | OA | Surge Protector | 17/02/2017 | E197242 | Power Prtection strips | N/A | | \$2,728.13 | \$402.92 | |
| | OA | Surge Protector | 17/02/2017 | E197242 | Power Prtection strips | N/A | | \$2,728.13 | \$402.92 | |
| | OA | Surge Protector | 17/02/2017 | E197242 | Power Prtection strips | N/A | | \$2,728.13 | \$402.92 | |
| | OA | Surge Protector | 17/02/2017 | E197242 | Power Prtection strips | N/A | | \$2,728.13 | \$402.92 | |
| | | | | | | | | \$10,912.50 | \$1,611.68 | |
| 1 | OA | Rolling Cart | 19/09/2017 | E199066 | Balck Rubbermaid Cart | N/A | MPD/GSPP/4FL/A4/PRC/001-OA | \$4,908.97 | \$723.41 | |
| | | | | | | | | \$4,908.97 | \$723.41 | |
| 1 | OA | Coffee Urn | 19/09/2017 | E199066 | Stainless steel Oneida Coffee Urn | N/A | MPD/GSPP/4FL/A6/CM001-OA | \$5,747.51 | \$846.98 | |
| | | | | | | | | \$5,747.51 | \$846.98 | |
| | | | | | | | | \$61,185.85 | \$9,046.68 | |
| TOTAL ASSETS | | | | | | | | \$416,038.84 | \$62,895.35 | |