

PACIFIC ISLANDS FORUM SECRETARIAT
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2001



PACIFIC ISLANDS FORUM SECRETARIAT

Pacific Islands Forum Secretariat

Secretary General's Statement

In my opinion, these financial statements have been properly prepared so as to show a true and fair view of the Secretariat's activities for the year ended 31 December 2001, and the financial state of affairs as at that date.

Dated at Suva this 01 day of August 2002.



Noel Levi, CBE

Secretary General



Chartered Accountants

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Independent auditors' report to the members of Pacific Islands Forum Secretariat

Scope

We have audited the financial statements of Pacific Islands Forum Secretariat for the year ended 31 December 2001, consisting of the income and expenditure statements, balance sheet, statement of cash flows and accompanying notes, set out on pages 8 to 20. The Secretariat is responsible for the preparation and presentation of the financial statements and the information they contain. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Secretariat.

Our audit has been conducted in accordance with Fiji Standards on Auditing to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Fiji Accounting Standards and the Secretariat's regulations so as to present a view which is consistent with our understanding of the Secretariat's financial position and the result of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion:

- (a) proper books of account have been kept by the Secretariat, so far as appears from our examination of those books; and
- (b) the accompanying financial statements of the Secretariat, which have been prepared under the historical cost convention stated in note 1 to the financial statements:
 - i. are in agreement with the books of account; and
 - ii. to the best of our information and according to the explanations given to us:
 - (a) give a true and fair view of the state of affairs of the Secretariat as at 31 December 2001 and of the results and cashflows of the Secretariat for the year ended on that date;
 - (b) give the information required by the Secretariat's regulations in the manner so required.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.

Suva, Fiji

1 August, 2002

KPMG

KPMG
Chartered Accountants



KPMG, KPMG, a partnership established under Fiji law, is a member of KPMG International, a Swiss association

Pacific Islands Forum Secretariat
 Balance Sheet
 As at 31 December 2001

	Note	2001 \$	2000 \$
Current Assets			
Cash and Bank	2	8,692,304	7,757,263
Stock - Consumables	5	11,437	8,004
Debtors - Member Countries	3	595,788	468,737
Sundry Debtors & Prepayments	4	126,464	245,764
		<u>9,425,993</u>	<u>8,479,768</u>
Non-Current Assets			
Fixed assets	6	<u>9,301,580</u>	<u>9,852,387</u>
Total Assets		<u>18,727,573</u>	<u>18,332,155</u>
Current Liabilities			
Trade Creditors and Accruals	7	1,634,016	888,271
Other Current Liabilities	8	65,358	220,434
Contribution received in advance - General fund	9	1,296,029	1,354,883
Contribution received in advance - Trust fund	9	1,822,565	1,188,744
Total Current Liabilities		<u>4,817,968</u>	<u>3,652,332</u>
Net Assets		<u>13,909,605</u>	<u>14,679,823</u>
Accumulated and Reserve Funds			
General Fund		1,412,839	1,283,137
Trust Fund		3,818,780	3,866,655
Reserve Fund		231,984	231,984
Capital Reserve	13	<u>8,446,001</u>	<u>9,298,046</u>
Total Accumulated and Reserve Funds		<u>13,909,605</u>	<u>14,679,823</u>

This statement and other statements on pages 3 to 7 are to be read in conjunction with the relevant notes on pages 8 to 20.

**Pacific Islands Forum Secretariat
Income and Expenditure Statement
For the year ended 31 December 2001**

	Note	2001 Budget \$	2001 Actual \$	2000 Actual \$
General Fund				
Income for the year was derived from				
Balance of funds brought forward			1,283,137	681,476
Contributions from Member Governments	10	3,472,000	3,471,977	3,471,977
Rent Received		150,000	157,591	137,101
Other Income		25,000	19,240	27,367
Gain on sale of acquired assets		-	6,175	-
Net Interest and Exchange Gains		100,000	290,984	325,245
Total Income		3,747,000	5,222,929	4,643,166
Expenditure for the year was incurred on				
Executive	11.1	718,000	837,736	709,134
Political & International Affairs	11.2	421,000	505,396	376,465
Corporate Services	11.3	2,258,000	1,969,749	1,648,338
Development & Economic Cooperation	11.4	199,000	206,638	197,145
Trade & Investment	11.5	253,000	350,067	279,370
Depreciation			176,684	158,020
Total Expenditure		3,849,000	4,046,270	3,368,472
Surplus of income over expenditure before abnormal item			1,182,815	1,274,694
Abnormal Item:				
Proceeds from sale of donated assets			230,025	200
Bad debts recovered			-	7,166
Reversal of damaged stock provision			-	1,077
Balance of Funds as at 31 December 2001			1,412,839	1,283,137

Pacific Islands Forum Secretariat
Income and Expenditure Statement
For the year ended 31 December 2001

	Note	Balance Available \$	2001 Actual \$	2000 Actual \$
Trust Fund				
Income for the year was derived from				
Balance of Funds Brought Forward			3,866,655	1,562,415
Funds Received from Donors for 2001				
Australia			2,333,225	2,587,460
New Zealand			887,100	725,616
Japan			918,695	2,723,399
EU			523,771	360,161
France			20,000	-
UNDP/ESCAP			41,359	157,678
Canada			112,924	370,398
Great Britain			369,612	381,939
Taiwan			587,087	446,656
Germany			218,978	2,185,473
Korea			224,517	-
Miscellaneous			265,586	513,570
Total Fund Received from Donors for 2001			6,502,854	10,452,350
Benefit Derived from Fixed Assets			653,168	625,741
Total Income			11,022,677	12,640,506
Expenditure for the year was incurred on the following Programmes				
Economic Development	12.1	329,044	2,450,918	1,623,978
Political and International Affairs	12.2	90,446	1,408,160	1,147,282
Corporate Services	12.3	37,160	-	3,400
Trade & Investment	12.4	320,046	2,483,636	4,898,898
Standing Funds	12.5	3,042,084	208,015	474,552
		3,818,780	6,550,729	8,148,110
Depreciation			653,168	625,741
Balance Available and Total Expenditure		3,818,780	7,203,897	8,773,851
Balance of Funds as at 31 December 2001		3,818,780	3,818,780	3,866,655

**Pacific Islands Forum Secretariat
Income and Expenditure Statement
For the year ended 31 December 2001**

	2001 Actual \$	2000 Actual \$
Reserve Fund		
Income for the year was derived from		
Balance of Funds Brought Forward	231,984	231,175
Interest income	-	809
Balance of Funds as at 31 December 2001	<u>231,984</u>	<u>231,984</u>

Pacific Islands Forum Secretariat
Statement of cash flows
For the year ended 31 December 2001

	Note	2001 \$	2000 \$
Cash flows from Operating Activities			
<i>Cash was received from :</i>			
Regular Budget Contributions		1,990,043	417,170
Extra Budget Contributions		5,314,110	5,703,756
Prepaid Contributions		3,118,594	2,352,515
Interest Received		317,624	391,583
Rent and other Income		270,284	363,634
Other Receipts			
		<u>11,010,655</u>	<u>9,228,658</u>
<i>Cash was applied to :</i>			
Programme and Project costs		6,020,306	5,658,534
Personnel Costs		4,012,444	4,179,467
		<u>10,032,750</u>	<u>9,838,001</u>
Net cash flows from Operating activities		<u>977,905</u>	<u>(609,343)</u>
Cash flows from Investing Activities			
<i>Cash was received from :</i>			
Proceeds from sale of fixed assets			
Acquired assets		12,815	200
Donated assets		230,025	-
<i>Cash was applied to :</i>			
Purchase of fixed assets		(285,705)	(295,957)
Net cash outflow from Investing Activities		<u>(42,865)</u>	<u>(295,757)</u>
Net Increase (decrease) in cash held		<u>935,040</u>	<u>(905,100)</u>
Cash at beginning of the financial year		<u>7,757,264</u>	<u>8,662,364</u>
Cash at the end of the financial year	2	<u>8,692,304</u>	<u>7,757,264</u>
Represented by :			
Cash and Bank Balances		766,620	1,160,302
Term Deposits		7,925,685	6,596,962
Cash at the end of the financial year		<u>8,692,304</u>	<u>7,757,264</u>

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

1 Summary of Significant Accounting Policies

The significant policies which have been adopted in the preparation of these financial statements are:

(a) Basis of Preparation

The financial statements of the Secretariat have been drawn up in accordance with the accounting standards and disclosure requirements of the Fiji Institute of Accountants and the provisions of Financial Regulations of the Secretariat. They have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied.

(b) Fixed Assets and Depreciation

Fixed assets acquired from General Fund

Fixed Assets purchased from the General Fund are capitalised at cost. When assets are retired or otherwise disposed of, the related cost and accumulated depreciation is removed from the accounts and any resultant profit or loss is taken to the General Fund Income and Expenditure Statement.

Fixed assets acquired from Trust Fund

Fixed Assets purchased from the Trust Fund are expensed at the time of purchase. These assets, together with donated assets, are then capitalised with the corresponding credit reflected in the capital reserve. When assets are retired or otherwise disposed off, the related values are removed from the accounts and any proceeds of sale are taken to the General Fund Income and Expenditure Statement.

Transfer and disposals of fixed assets

To ensure neutrality in the Trust Fund Income and Expenditure Statement of donations and assets previously expensed a transfer is made from the capital reserve - benefit realised from donated/ trust funded assets'- that exactly offsets the depreciation of those assets. A transfer is also made from the capital reserve which exactly matches the net cost of donated/ trust funded assets disposed of during the period (2000: \$6,800, 2001: \$231,023). Proceeds from the sale of donated/ trust funded assets credited as income in the General Fund Income and Expenditure Statement was \$230,025 (2000: \$200).

Depreciation

Depreciation is provided on a straight line basis on all tangible fixed assets, at rates calculated to allocate the assets' cost or valuation less estimated residual value, over their estimated useful lives.

Major depreciation periods are:

Land	99 years
Buildings	20 years
Equipment	3 - 5 years
Furniture and fittings	3 - 5 years
Motor vehicles	4 years

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

1 Summary of Significant Accounting Policies (cont'd)

(b) Fixed Assets and Depreciation

During 1997 a full fixed asset review was carried out and all Secretariat assets not previously included were incorporated into the Financial Statements at Directors valuation (estimated written down values) as at 31 December, 1997, with the exception of land and buildings which were valued (current market values) by independent professional valuers at current market value.

(c) Stock - Consumables

Quantities of inventories on hand are determined by physical count. Stock is stated at the lower of cost, determined on a first-in first out basis, and net realisable value. Cost includes expenditure incurred in acquiring the inventories and bringing them to their present to their present condition and location.

(d) Foreign Currencies

Transactions in foreign currencies are converted at the rate of exchange ruling at the date of transaction. At balance date foreign monetary assets are translated at closing rate, and exchange variations arising from these translations are included in the Income and Expenditure Statement.

(e) Provisions

Doubtful Debts

The collectability of debts is assessed at year end and provisions made for any specific doubtful accounts. The assessed provision for each year is expensed and accumulated balance taken to balance sheet.

Employee Entitlements

The provisions for employee entitlements represents the amount which the company has a present obligation to pay resulting from employees' services provided up to the balance date. Current rates of pay are used in the calculation of the provisions.

(f) Accounts payable

Financial Regulation 6 (b) states:

Commitments at the close of the fiscal year shall include commitments for goods supplied and services rendered during the year, for goods and services ordered but not supplied or rendered at the close of the fiscal year, and any other commitments entered into or liability incurred but not discharged, at the close of the fiscal year.

(g) Receivable

Receivables are carried at the amounts due. The collectibility of debts is assessed at the balance date and provision is made for any doubtful accounts.

(h) Revenue recognition

Member contributions are recognised in the income statement on an accrual basis. Funds for programmes are recognised on cash basis. Other income are recognised on an accrual basis.

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

1 Summary of Significant Accounting Policies (cont'd)

(g) Income Tax

The Secretariat is exempt from Income Tax.

(h) Changes in Accounting Policies

There have been no changes in accounting policy. All policies have been applied on bases consistent with those used in the prior year.

(g) Comparative information

Previous years figures have been regrouped, where necessary, for comparison purposes and to reflect the transfer of funds available for relocation.

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	2001	2000
	\$	\$
2 Cash & Bank		
Operating Accounts		
Trust Account	271,348	1,048,548
Reserve Account	231,982	31,984
TA Support Account	143,602	72,416
Expo 2000 Imprest Account	-	6,353
Economic Partnership Proj. Account	107,481	-
AUD Operating Account	480	
USD Operating Account	10,727	
Total for Operating Accounts	<u>765,620</u>	<u>1,159,301</u>
Petty Cash and Cash on Hand	<u>1,000</u>	<u>1,000</u>
Fijian Dollar Holdings	<u>1,500,000</u>	<u>-</u>
Foreign Currency Holdings		
Australian Dollars	4,023,462	4,186,528
United States Dollars	2,402,222	2,410,434
Total for Foreign Currency Holdings	<u>6,425,684</u>	<u>6,596,962</u>
	<u>8,692,304</u>	<u>7,757,263</u>
3 Debtors - Member Countries		
Cook Islands	-	35,058
Federated States of Micronesia	16,353	-
Fiji	86,160	77,755
Palau	45,587	44,946
Nauru	104,149	69,091
Niue	35,058	37,323
Solomon Islands	137,718	68,859
Tuvalu	35,058	-
Vanuatu	135,705	135,705
	<u>595,788</u>	<u>468,737</u>
4 Sundry Debtors & Prepayments		
Prepayments - Salaries	6,745	32,146
Prepayments - Other Expenses	1,998	20,628
Prepaid - Franking Machine	1,335	
Sundry Debtors	95,938	187,626
Interest Receivable	20,448	5,363
	<u>126,464</u>	<u>245,764</u>
5 Consumable Stock		
Stock	<u>11,437</u>	<u>8,004</u>

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	2001 \$	2000 \$
6 Fixed assets		
Land (at valuation)	1,900,000	1,900,000
Amortisation	<u>(163,131)</u>	<u>-</u>
	1,736,869	1,900,000
Buildings (at valuation)	8,600,000	8,617,788
Accumulated Depreciation	<u>(1,716,576)</u>	<u>(1,286,375)</u>
	6,883,424	7,331,413
Building (at cost)	66,631	36,319
Accumulated Depreciation	<u>(5,463)</u>	<u>(2,705)</u>
	61,168	33,614
Equipment (at cost)	917,471	680,018
Accumulated Depreciation	<u>(412,551)</u>	<u>(267,122)</u>
	504,920	412,896
Equipment (at valuation)	374,476	583,233
Accumulated Depreciation	<u>(335,080)</u>	<u>(502,744)</u>
	39,396	80,488
Furniture and Fittings (at cost)	116,205	96,667
Accumulated Depreciation	<u>(56,474)</u>	<u>(39,416)</u>
	59,731	57,251
Furniture and Fittings (at valuation)	256,368	274,477
Accumulated Depreciation	<u>(256,186)</u>	<u>(274,076)</u>
	182	401
Motor Vehicles (at cost)	115,623	115,623
Accumulated Depreciation	<u>(108,814)</u>	<u>(95,196)</u>
	6,809	20,427
Motor Vehicles (at valuation)	27,250	27,250
Accumulated Depreciation	<u>(18,167)</u>	<u>(11,354)</u>
	9,083	15,896
Total fixed assets at net book value	<u>9,301,580</u>	<u>9,852,387</u>
7 Creditors and accruals		
Creditors	1,216,636	587,428
Provision for Leave	326,421	270,730
Accruals	<u>90,959</u>	<u>30,113</u>
	1,634,016	888,271
8 Other Current Liabilities		
Payroll Deductions	59,144	389
Sundry	<u>6,214</u>	<u>220,045</u>
	65,358	220,434

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	2001 \$	2000 \$
9 Contributions received in advance		
General fund		
New Zealand	1,290,126	1,290,126
Australia	-	-
Republic of Marshall Islands	5,723	6,851
Samoa	-	-
Federated States of Micronesia	-	57,906
PNG	180	-
	<u>1,296,029</u>	<u>1,354,883</u>
Trust Fund		
New Zealand	1,180,062	616,628
Australia	47,731	29,366
Japan	2,296	327,621
Canada	-	10,421
Miscellaneous	592,476	204,708
	<u>1,822,565</u>	<u>1,188,744</u>
10 Contributions from Member Countries		
Australia	1,290,126	1,290,126
Cook Islands	35,058	35,058
Federated States of Micronesia	68,859	68,859
Fiji	77,755	77,755
Kiribati	35,058	35,058
Republic of Marshall Islands	35,058	35,058
Nauru	35,058	35,058
New Zealand	1,290,126	1,290,126
Niue	35,058	35,058
Papua New Guinea	190,468	190,468
Palau	68,859	68,859
Samoa	68,859	68,859
Solomon Islands	68,859	68,859
Tonga	68,859	68,859
Tuvalu	35,058	35,058
Vanuatu	68,859	68,859
	<u>3,471,977</u>	<u>3,471,977</u>

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	2001 Budget \$	2001 Actual \$	2000 Actual \$
11 General Fund : Expenditure Statement			
11.1 Executive			
Salary & Ancillary Costs	494,000	523,684	438,867
Operational Costs	35,000	27,174	29,036
Duty Travel	58,000	138,961	93,044
Meetings	131,000	147,917	148,187
	<u>718,000</u>	<u>837,736</u>	<u>709,134</u>
11.2 Political & International Affairs			
Salary & Ancillary Costs	345,000	359,354	299,793
Operational Costs	46,000	96,871	55,801
Duty Travel	30,000	49,171	20,871
	<u>421,000</u>	<u>505,396</u>	<u>376,465</u>
11.3 Corporate Services			
Salary & Ancillary Costs	1,196,000	1,062,823	956,994
Operational Costs	683,000	674,184	675,867
Duty Travel	24,000	159	9,025
Special Projects	130,000	54,797	6,452
Capital Replacement	225,000	177,785	
	<u>2,258,000</u>	<u>1,969,749</u>	<u>1,648,338</u>
11.4 Development & Economic Policy			
Salary & Ancillary Costs	165,000	158,393	149,683
Operational Costs	19,000	9,592	12,567
Duty Travel	15,000	38,653	34,895
	<u>199,000</u>	<u>206,638</u>	<u>197,145</u>
11.5 Trade & Investment			
Salary & Ancillary Costs	213,000	262,633	216,793
Operational Costs	17,000	24,885	18,099
Duty Travel	23,000	62,549	44,478
	<u>253,000</u>	<u>350,067</u>	<u>279,370</u>

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	Balance Available \$	2001 Actual \$	2000 Actual \$
12 Trust Fund : Detailed Income and Expenditure			
12.1 Economic Development			
Income			
Balance Brought Forward		502,927	325,379
Reallocation to other divisions		(39,077)	-
		<u>463,850</u>	<u>325,379</u>
Contribution income			
Australia		723,322	645,899
New Zealand		221,837	211,234
Japan		229,674	162,000
EU		406,271	122,300
Canada		95,404	140,655
Great Britain		369,612	381,939
Taiwan		269,991	-
Miscellaneous		-	137,498
Total contribution income		<u>2,779,961</u>	<u>2,126,904</u>
Expenditure			
Salary & Ancillary Costs	(44,167)	844,289	665,362
Operational Costs	(54,495)	104,988	34,909
Duty Travel	(51,235)	151,530	114,481
Finance Economic Ministers Meeting	95,511	215,747	146,187
Financial Sector Reform	-	(2,498)	47,498
Capacity Bldg Development Plan	116,199	80,971	24,974
Economic Analysis & Dissemination	-	-	7,176
PIC/Development Partners Meeting	22,509	18,965	28,526
Short Term Advisory Services	(52,667)	160,327	56,667
Fellowship Scheme	63,958	54,445	56,041
CSPOD Programme Coordination	8,244	10,439	14,517
PMC Meeting - LGL	(3,107)	3,107	-
CSPOD Adviser Evaluation	74,491	12,265	-
Post Lome Studies	6,660	-	-
Technical Support RAO/EDF	79,348	364,675	99,648
Small Canadian Projects	(180)	6,401	17,641
Gender Issues Advice & Analysis	(33,799)	23,310	189,433
Gender & Econ. Reform	13,021	-	-
Sector Policy Coordination	4,280	79,359	25,295
Forum Aviation Policy	(6,433)	72,770	13,663
Forum Communication Policy	16,408	8,555	37
Forum Education Ministers Meeting	10,139	134,960	25,504
Education Policy Coordination	63,304	5,614	-
Scholarship Taiwan	(47,044)	59,912	-
Social policy Research	47,432	35,711	56,418
Trends & Development News	(580)	579	-
FIC Profiles	(4,498)	4,496	-
Donor Policy Analysis	5,744	-	-
Balance Available and Total Expenditure	<u>329,044</u>	<u>2,450,917</u>	<u>1,623,977</u>
Balance of Funds as at 31 December 2001	<u>329,044</u>	<u>329,045</u>	<u>502,928</u>

Pacific Islands Forum Secretariat
Notes to and forming part of the financial statements
For the year ended 31 December 2001

	Balance Available \$	2001 Actual \$	2000 Actual \$
Trust Fund : Detailed Income and Expenditure (Note 12 Cont.)			
12.2 Political and International Affairs			
Income			
Balance Brought Forward		172,177	108,192
Reallocation from Economic Development funds		8,065	-
		<u>180,242</u>	<u>108,192</u>
Contribution income			
Australia		675,403	780,688
New Zealand		157,663	196,986
Japan		401,929	222,000
Canada		16,055	-
Miscellaneous		67,314	11,593
Total contribution income		<u>1,498,606</u>	<u>1,319,459</u>
Expenditure			
Salary & Ancillary Cost	33,066	518,053	462,547
Operational Costs	(32,053)	33,053	22,263
Duty Travel	24,890	135,400	113,408
International Issues Monitoring	29,455	13,990	23,650
Coordination of Forum Meeting	58,939	22,010	24,051
Law Enforcement Assistance	44,418	110,806	84,332
Money Laundering Training	8,774	(8,774)	-
Honiara Declaration Legal Drafting	(24,322)	184,418	114,904
Post Training Evaluation	17,461	-	404
Preventive Diplomacy	(12,320)	12,320	-
Enforcement Coordination	(32,353)	32,353	19,400
Regional Security Meeting	9,636	25,359	10,005
Legal Drafting Assistance	18,794	100,963	169,975
UNCLOS Conference of the Sea	35,941	-	-
FIC Training & Travel	3,241	34,462	17,005
UN Active Involvement	35,611	2,881	23,444
IGPO Workshop	(24,963)	-	(99)
COP Prep Workshop	2,953	30	(233)
Nuclear Liability & Compensation	(40,644)	27,248	39,468
Forum Island Country Foreign Services	2,717	50,382	(2,831)
Regional Security Studies	(4,706)	49,117	25,589
Supply/Upgrade Computer	(2,500)	2,500	-
Forum Observer Solomon Islands	(61,589)	61,589	-
Balance Available and Total Expenditure	<u>90,446</u>	<u>1,408,160</u>	<u>1,147,282</u>
Balance of Funds as at 31 December 2001	<u>90,446</u>	<u>90,446</u>	<u>172,177</u>

Pacific Islands Forum Secretariat
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	Balance Available \$	2001 Actual \$	2000 Actual \$
Trust Fund : Detailed Income and Expenditure (Note 12 Cont.)			
12.3 Corporate Services			
Income			
Balance Brought Forward		37,160	-
Contribution income			
Australia		-	-
Taiwan		-	40,560
Total contribution income		<u>37,160</u>	<u>40,560</u>
Expenditure			
Computer Upgrade	37,160	-	3,400
Balance Available and Total Expenditure	<u>37,160</u>	<u>-</u>	<u>3,400</u>
Balance of Funds as at 31 December 2001	<u>37,160</u>	<u>37,160</u>	<u>37,160</u>

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	Balance Available \$	2001 Actual \$	2000 Actual \$
Trust Fund : Detailed Income and Expenditure (Note 12 Cont.)			
12.4 Trade & Investment			
Income			
Balance Brought Forward		211,711	163,455
Reallocation from Economic Development Division funds		30,795	-
		<u>242,506</u>	<u>163,455</u>
Contribution income			
Australia		934,500	1,160,873
New Zealand		507,600	317,396
Japan		172,255	102,000
UNDP		41,359	157,678
Canada		1,465	229,743
France		-	-
EU		117,500	237,861
Taiwan		213,695	223,577
Germany		218,978	2,185,473
Korea		224,517	-
Miscellaneous		129,306	332,552
Total contribution income		<u>2,803,682</u>	<u>5,110,608</u>
Expenditure			
Salary & Ancillary Cost	274,231	601,539	758,173
Operational Costs	30,523	10,442	34,720
Duty Travel	49,929	65,254	105,313
Trade Policy Advice and Support	106,174	55,059	28,364
FIC Policy/Technical Assistance	(21,314)	29,724	115,319
Trade Database	(42,994)	40,829	2,165
APEC Active Engagement	(14,347)	41,778	32,569
World Trade Organisation Workshop	-	-	2,061
World Trade Organisation Active Engagement	(82,226)	74,975	172,251
Free Trade Option Study	(18,092)	228,109	294,114
Trade Facilitation Project	(43,386)	299,986	-
Trade Ministers Meeting	(21,212)	181,602	(390)
Tourism Policy Support	(996)	996	-
Advice/Training Import Management	(37,003)	37,946	51,543
Workshop Business Mgt for SMEs	(48)	48	-
Trade Forum News Letter	11,538	15,309	8,297
SME Advisor Support	(5,743)	22,425	51,766
Investment Promotion	21,457	-	86,899
Investment Facilitation/Promotion Project	44,553	72,745	59,251
Workshop Business Mgt SMEs	(3)	3	-
Investment Policy Support	(12,515)	110,288	48,586
Investment Publication	-	-	5,000
Trade Directory	(378)	378	(362)
Petroleum Advisory Services	44,436	53,472	22,092
Marine Ornamental	-	105,470	19,803
Sub Regional Workshop Food Processing	87,316	-	67,513
Trade Exhibition	(138,404)	98,279	2,772,374
FIC Marketing Support Fund	40,486	63,801	71,841
Niche Product Development Fund	17,226	-	3,726
ACP-EU Economic Partnership	26,373	81,127	-
Balance c/f	<u>315,581</u>	<u>2,291,584</u>	<u>4,812,988</u>

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	Balance Available \$	2001 Actual \$	2000 Actual \$
Trust Fund : Detailed Income and Expenditure (Note 12.4 Cont.)			
Balance b/f	315,581	2,291,584	4,812,988
FIC Industry Development Training	6,472	50,973	-
Quarantine Standards	(50)	50	-
Pacific Island Centre	(49,315)	33,214	85,910
Intellectual Property Rights	(46)	45	-
Product Handling Capacity	67,872	55,997	-
Support for PITR Office	(5,740)	51,287	-
Tariff Reform FICs	(487)	485	-
Expo Lisbon 1998	(14,243)	-	-
Balance Available and Total Expenditure	320,046	2,483,636	4,898,898
Balance of Funds as at 31 December 2001	320,046	320,046	211,711
 12.5 Standing Funds			
Income			
Balance Brought Forward		2,942,679	965,389
Reallocation from Economic Development Division funds		217	-
		2,942,896	965,389
 Contribution income			
Japan		114,837	2,237,399
Taiwan		103,401	182,519
Miscellaneous		88,965	31,924
Total contribution income		3,250,099	3,417,231
 SIS Development Fund			
SIS Development Fund	206,504	180,699	386,299
Kanak Fellowship Scheme	19,250	-	-
SIS Training Fund - PNG	(55,502)	7,291	68,253
Regional Disaster Relief Fund	621,307	20,025	20,000
Japan Funds	2,125,399	-	-
Aviation Trust Fund	125,125	-	-
Balance Available and Total Expenditure	3,042,084	208,015	474,552
Balance of Funds as at 31 December 2001	3,042,084	3,042,084	2,942,679

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	2001 Actual \$	2000 Actual \$
13 Capital Reserve		
Balance brought forward	9,298,046	9,917,748
Purchase of XB assets	32,146	12,839
Depreciation expense	(653,168)	(625,741)
Disposal of assets	<u>(231,023)</u>	<u>(6,800)</u>
	<u>8,446,001</u>	<u>9,298,046</u>

14 Contingent Liability

The Financial Statements do not show a contingent liability in respect of bank guarantees of \$12,000 to the Fiji Electricity Authority.

15 Capital Commitments

There was no capital commitment as at 31 December 2001.