ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019



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ABBREVIATIONS AND ACRONIMS

AGM Annual General Meeting

Cap Chapter

CBA Canadian Bar Association
CLE Continuing Legal Education
DATF Deceased Advocates Trust Fund

EALS East Africa Law Society

ElA Environment Impact Assessment

GTZ Government of Tanzania

IAASB International Auditing and Assurance Standards Board

IFRS International Financial Reporting Standards
IPPF International Professional Practice Framework
IPSA International Public Sector Accounting Standards

ISA International Standards on Auditing LAAC Legal Aid and Advocacy Centre

LSF Legal Service Facility

NBAA National Board of Accountants and Auditors
NEMC National Environment Management Council

R.E Revised Edition
USD United States Dollars
TLS Tanganyika Law Society

TFRS Tanzania Financial Reporting Standards

TZS Tanzanian Shillings

GOVERNING COUNCIL'S ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

GENERAL INFORMATION

Registered Office:

Tanganyika Law Society Limited, Plot No. 391, Chato Street, Regent Estate, P. O. Box 2148, Dar es Salaam. Tanzania.

Main Bankers:

NMB Bank, Bank House Branch, P. O. Box 9031, Dar es Salaam. Tanzania.

CRDB Bank, Tower Branch, PPF Building, Dar es Salaam. Tanzania.

Auditors:

Claritas International, Certified Public Accountants, 395 Ursino Building, Morocco Junction, MwaiKibaki Road, P. O. Box 76062, Dar es Salaam. Tanzania.

GOVERNING COUNCIL'S ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2019

1. INTRODUCTION

The Governing Council present their report and the audited financial statements for the year ended 31st December 2019, which disclose the financial position of the Society and its performance. The financial statements have been prepared in accordance with International Public Sector Accounting Standards (IPSAS). The Directors' report has been prepared in accordance with the requirements of Tanzania Financial Reporting Standard (TFRS) No. 1 issued by the National Board of Accountants and Auditors.

2. INCORPORATION

Tanganyika Law Society (TLS) is the Bar association of Tanzania Mainland, founded in 1954 by an Act of Parliament – The Tanganyika Law Society Ordinance 1954. The Tanganyika Law Society is currently governed by the Tanganyika Law Society Act, Cap 307 as amended, which repealed the earlier legislation.

3. PRINCIPAL ACTIVITIES

Principal activity of the Society is promotion of the legal profession in Tanzania Mainland.

4. VISION

To become an independent bar association for a just society.

5. MISSION

To create a conducive environment for the legal fraternity, facilitate the acqisition of legal knowledge, represent, promote and protect Members; to support the State Organs in legislation and administration of rule of law; and assist the Public to access justice in sustainable professional standards.

6. OBJECTIVES OF THE SOCIETY

- a) To maintain and improve the standards of conduct and learning of the legal profession in Tanzania:
- b) To facilitate the acquisition of legal knowledge by members of the legal profession and others;
- c) To assist the Government and the Courts in all matters affecting legislation, and the administration and practice of the law in Tanzania;
- d) To represent, protect and assist members of the legal profession in Tanzania as regards conditions of practice and otherwise;
- e) To protect and assist the public in Tanzania in all matters touching, ancillary or incidental to the law;
- f) To acquire, hold, develop or dispose of properties of all kinds, whether movable or immovable, and to derive capital or income from them, for all or any of the foregoing objects;
- g) To raise or borrow money for all or any of the foregoing objects in any manner and upon any security which may from time to time be determined by the Society;
- h) To invest and deal with moneys of the Society not immediately required in any manner which may from time to time be determined by the Society; and
- i) To do all other things which are incidental or conducive to the attainment of the foregoing objects or any of them.

7. RESULTS FOR THE YEAR

Operations results for the Society for year ended on 31st December 2019 are set out on page 14.

GOVERNING COUNCIL'S ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

8. COMPOSITION OF THE GOVERNING COUNCIL

The Governing Council members who resigned on 07th April 2019 immediately after election of new Governing Council members are as shown below;

| S/N | Name | | | Discipline / | | Appointment |
|-----|-----------------|-------------|-----|------------------------|-------------|------------------------|
| | | Designation | Age | Qualifications | Nationality | date |
| l | Fatma A Karume | President | 49 | LLB, LLM | Tanzanian | 14 th April |
| | | | | | | 2018 |
| 2 | Dr. Rugemeleza | Vice | 53 | LLB, LLM, MEM, S.J.D | Tanzanian | 14 th April |
| | Nshalla | President | | | | 2018 |
| 3 | CPA Advocate | Honorary | 64 | LLB, CPA(T), DTA, | Tanzanian | 14 th April |
| | Nicholaus Duhia | Treasurer | | PGDFM | | 2018 |
| 4 | Aisha Sinda | Member | 35 | LLM,LLB | Tanzanian | 14 th April |
| | | | | | | 2018 |
| 5 | Stephen Axwesso | Member | 36 | LLB, Post Graduate | Tanzanian | 14th April 2018 |
| | | | | (Legal Practice) | | |
| 6 | Jeremiah | Member | 36 | LLB, Post Graduate | Tanzanian | 14th April 2018 |
| | Mtobesya | | | (Legal Practice) | | |
| 7 | Godluck Walter | Member | 35 | LLB, Post Graduate | Tanzanian | 14th April 2018 |
| | | | | (Legal Practice), Post | | |
| | | | | graduate in Law, | | |
| | | | | Mediation and | | |
| | | | | Arbitration | | |
| 8 | Lambaji Madai | Member | 40 | LLB, Post Graduate | Tanzanian | 14 th April |
| | | | | (Legal Practice) | | 2018 |
| 9 | Magdalena | Member | 36 | LLB,LLM | Tanzanian | 14th April 2018 |
| | Sylister | | | | | |
| 10 | JebraKambole | Member | 32 | LLB, Post Graduate | Tanzanian | 14 th April |
| | | | | (Legal Practice) | | 2018 |

Starting from 07th April 2019 the Governing Council members who served the Society up to the date of this report are as follows;

| SN | Name | Designation | Age | Profession | Nationality | Appointment date |
|----|---------------------------------|-----------------------|-----|--|-------------|---------------------|
| 1 | Dr. Rugemeleza Nshalla | President | | LLB, LLM, MEM, S.J.D | Tanzanian | 07/04/2019 |
| 2 | Mpale Kaba Mpoki | Vice President | 58 | LLB, LLM | Tanzanian | 07/04/2019 |
| 3 | CPA Advocate Nicholaus Duhia | Honorary Treasurer | | LLB, CPA(T), DTA, PGDFM | Tanzanian | 07/04/2019 |
| 4 | Jebra Kambole | Member | | LLB, Post Graduate (Legal Practice) | Tanzanian | 07/04/2019 |

GOVERNING COUNCIL'S ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

| 5 | Harold Giliard Sungusia | Member | | LLB, Post Graduate (Legal Practice), LLM | Tanzanian | 07/04/2019 |
|----|-----------------------------|--------|----|---|-----------|------------|
| 6 | Stephen AllyMwakibolwa | Member | 35 | LLB, Post Graduate (Legal Practice),MBA- IB | Tanzanian | 07/04/2019 |
| 7 | Paul Revocatus Kaunda | Member | | LLB, Post Graduate (Legal Practice), | Tanzanian | 07/04/2019 |
| 8 | Angelista Daudi – Nashon | Member | | LLB, Post Graduate (Legal Practice) | Tanzanian | 07/04/2019 |
| 9 | Tike Mwambipile | Member | | LLB,PGDED, MBA | Tanzanian | 07/04/2019 |
| 10 | Baraka Mbwiro | Member | | LLB, Post Graduate (Legal Practice) | Tanzanian | 07/04/2019 |

All members of the Governing Council are non-executives.

Secretary to the Governing Council during the year was Mariam Othman.

9. MEETINGS OF THE GOVERNING COUNCIL

The Governing Council is required to meet at minimum four times yearly whereby the meetings are held on every quarter. However, the Governing Council may convene extra ordinary meeting to discuss non-routine matters or whenever there is an urgent matter which needs consideration by the Governing Council. Accordingly, during the year ended 31 December 2019, the Council which served between January and April 2019 held 4 ordinary and 3 extraordinary meetings.

Attendance of the Governing Council members who resigned on the 07th April 2019 to pave way for the current Governing Council members are as shown below;

| S/N | Name of Governing Council Member | Position | Number of Meetings Attended |
|-----|-------------------------------------|--------------------|--------------------------------|
| I | Fatma Karume | President | 6 |
| 2 | Dr. Rugemeleza Nshala | Vice President | 7 |
| 3 | CPA Nicholaus Duhia | Honorary Treasurer | 5 |
| 4 | Aisha Sinda | Member | 5 |
| 5 | Jeremiah Mtobesya | Member | 7 |
| 6 | Stephen Axwesso | Member | 7 |
| 7 | Magdalena Sylister | Member | 5 |
| 8 | Godluck Walter | Member | 6 |
| 9 | Lambaji Madai | Member | 2 |
| 10 | JebraKambole | Member | 5 |

Whereas Council members who served from 07th April 2019 to the date of this report held three ordinary meetings and six extraordinary Council meetings.

GOVERNING COUNCIL'S ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

9. COUNCIL MEETINGS(CONTINUED)

The attendance to the Governing Council members who served from April 2019 to the date of this report was as follows:

| S/N | Name of Governing Council Member | Position | Number of Meetings Attended |
|-----|-------------------------------------|--------------------|--------------------------------|
| 1 | Dr. Rugemeleza Nshalla | President | 10 |
| 2 | Mpale Mpoki | Vice President | 8 |
| 3 | CPA Nicholaus Duhia | Honorary Treasurer | 7 |
| 4 | Baraka Mbwilo | Member | 10 |
| 5 | Stephen Ally Mwakibolwa | Member | 10 |
| 6 | Jebra Kambole | Member | 8 |
| 7 | Tike Mwambipile | Member | 6 |
| 8 | Paul Kaunda | Member | 9 |
| 9 | Harold Sungusia | Member | 2 |
| 10 | Angelista Nashon | Member | 2 |

COUNCIL COMMITTEES

The Governing Council has two committees responsible for financial affairs of the Society namely, the Executive Committee and Audit Committee.

10.1.Executive Committee

The Executive Committee is one of the committees of the Governing Council consist of the President, Vice President and the Honorary Treasurer. The Committee plays an important role in assisting the Governing Council in carrying out the works of the Society. In addition, the Executive Committee takes on work assigned or delegated to it by the Governing Council.

The composition of the Executive Committee as at 31 December 2019 was as follows:-

| SN | Name of Governing Council Member | Position | Number of Meetings Attended |
|----|-------------------------------------|--------------------|--------------------------------|
| 1 | Dr. Rugemeleza Nshalla | President | 10 |
| 2 | Mpale Mpoki | Vice President | 8 |
| 3 | CPA Nicholaus Duhia | Honorary Treasurer | 7 |

GOVERNING COUNCIL'S ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

9. COUNCIL MEETINGS(CONTINUED)

10.2. Audit Committee

The Committee is composed of eight members. The main responsibility of the Committee is to advise the Council on all audit, risk and compliance matters which need consideration of the Council. The Committee held three (3) meetings during the year ended 31 December 2019.

The composition of the Audit Committee as at 31 December 2019 was as follows: -

| S/N | Name of Governing Council Member | Position | No of meetings attended |
|-----|----------------------------------|-------------|-------------------------|
| 1 | CPA Nicholaus Duhia | Chairperson | 3 |
| 2 | CPA Frederick Msumali | Member | 3 |
| | Casmir Nkuba | Member | 3 |
| 1 | CPA Rwekamwa Rweikiza | Member | 3 |
| 5 | Xavery Makwi | Member | 2 |
| 5 | Emmanuel Kalibashubao | Member | 3 |
| | Adamson Kariwa | Member | 3 |
| 3 | Stella Rweikiza | Member | 2 |

10. MANAGEMENT

Management of the Society is under the Chief Executive Officer and is organized in departments as follows:

- a) Programs
- b) Finance;
- c) Human Resource and Administration:
- d) Business Development and
- e) Corporate Secretary.

11. HUMAN RESOURCES

During the year, the Society had 35 employees (2018:36). The human capital comprised of competent staff in various operational areas. This provides assurance to the Society for attainment of its key strategic goals.

12. EMPLOYEES' WELFARE

(a) Management/employee relationship

The relationship between employees and management during the year was good. There were no unresolved complaints received by management from individual employees or groups thereof.

(b) Employee benefits

Tanganyika Law Society has a defined contribution plan for its employees with various Pension Funds, under which the employees contribute 10% of their monthly salary and 10% is contributed by the Society.

13. FIDUCIARY RESPONSIBILITIES

The Society's Governing Council members as stewards of Tanganyika Law Society always acted for the good of the organization, rather than for the benefit of themselves throughout the year ended 31 December 2019. Reasonable care was exercised in all decisions taken by the Society, without placing the organization under unnecessary risk.

GOVERNING COUNCIL'S ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

14. GOING CONCERN

The Governing Council confirms that applicable accounting standards have been followed and that the financial statements have been prepared on a going concern basis. The financial statements have been prepared on an ongoing concern basis despite the fact that the Society made a deficit of TZS 312,244,624 (2018: TZS 393,665,331) and had net cash deficit from operations amounting TZS 1,152,831,019 (2018: 1,017,530,115). The Governing Council Members have reasonable expectation that Tanganyika Law Society has adequate resources to continue in operational existence for the foreseeable future based on explanations provided on Note 2 to the Financial Statements.

15. RISK ASSESSMENT AND INTERNAL CONTROL

The Governing Council accepts final responsibility for the risk management and internal control systems of Tanganyika Law Society. It is the task of management to ensure that adequate internal financial and operational control systems are developed and maintained on an ongoing basis in order to provide reasonable assurance regarding:

- a) The effectiveness and efficiency of operations;
- b) The safeguarding of Tanganyika Law Society's assets;
- c) Compliance with applicable laws and regulations;
- d) The reliability of accounting records;
- e) Business sustainability under normal as well as adverse conditions; and
- f) Responsible behaviors towards all stakeholders.

Management is also responsible for maintaining an effective system of internal control over financial reporting designed to provide reasonable assurance that financial information is reliable, that assets are safeguarded and that transactions are properly authorized and recorded in accordance with the International Public Sector Accounting Standard (IPSAS)) and as required by Tanganyika Law Society Act CAP 307 Re.2002

16. GENDER PARITY

Tanganyika Law Society attempts to abide to the national gender balance policy and has been very keen in gender balance appointments in various employment levels at the Society. The gender parity at 31 December 2019 was as follows:

| Description | 2019 | 2018 |
|------------------|------|------|
| Male employees | 17 | 17 |
| Female employees | 18 | 19 |
| Total employees | 35 | 36 |

17. RELATED PARTY TRANSACTIONS AND BALANCES

Transactions and balances with related parties are as disclosed under Note 22 to the financial statements.

18. ENVIRONMENTAL CONTROL PROGRAM

The Society monitors the impact of its operations on the environment, which is mainly through the use of power, water and the generation of waste. The Society minimizes its impact through the better use of its premises and inbuilt facilities to ensure that there is proper waste management.

19. CORPORATE SOCIAL RESPONSIBILITY

During the year the Society continued to provide direct support to the community in which it operates in form of social and financial support. Through its Legal Aid Unit the Society managed to provide free legal services to 403 members of the public at its Headquarters in Dar es Salaam, TLS offices in fourteen (14) regions of Tanzania and advocates on dock brief and pro bono legal aid services. And as such, advocates had the opportunity to mediate, reconcile, advise and hear problems facing people for court cases. Expenditure incurred in respect of corporate social responsibility during the year was TZS 5,700,000 (2018: 4,500,000).

20. CHARITABLE AND POLITICAL DONATIONS

The Society made donation to Tanzania Women Lawyers Association (TAWLA) totaling to TZS 4,829,465/-during the year (2018: 3,000,000). There were no donations made by the Society for political activities during the year (2018: Nil).

21. EVENTS AFTER REPORTING PERIOD

There were no material events, adjusting or non-adjusting, which have occurred between the reporting date and the date when financial statements are authorized for issue.

22. ACCOUNTING POLICIES

A summary of key accounting policies is in Note 3 to the financial statements and were consistently applied during the year under review.

23. FUTURE DEVELOPMENT

Major focus of the Society is to ensure growth, sustainability and successful implementation of its mandates; TLS intends to expand its projects/programs across the country, increase number of implemented programmes and start income generating initiatives. Also, with increased number of members, TLS intends to increase the number of and improve capacities of its human resources.

24. AUDITORS

Claritas International (Tanzania) were the auditors of the Society during the year ended 31 December 2019 are their willing to continue and are eligible for re-appointment.

10/9/2020 -

BY ORDER OF THE GOVERNING COUNCIL

Dr. Rugemeleza Nshalla

President

Date

STATEMENT OF GOVERNING COUNCIL'S RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2019

The Governing Council is required to prepare financial reports for each financial year that give a true and fair view of the state of affairs of the Society, its operations and sources and applications of the funds obtained during the year. The Governing Council is also responsible for safeguarding of the assets of the Society.

The Governing Council is responsible for preparation of the financial statements in accordance with International Public Sector Accounting Standards (IPSAS) and the requirements of the Tanganyika Law Society Act, Cap 307 as amended, which repealed the earlier legislation and such internal controls as the Council determines are necessary to enable the preparation of the financial statements that are free from material misstatement whether due to fraud or error.

The Governing Council accept responsibility for the annual financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgments and estimates in conformity with International Public Sector Accounting Standards (IPSAS) and in the manner required by applicable laws. The Governing Council is of the opinion that the financial statements give a true and fair view of the state of the financial affairs of the Council and of its operating results. The Governing Council further accept responsibility for the maintenance of the accounting records, which may be relied upon in the preparation of financial statements, as well as adequate systems of internal financial controls.

The Governing Council certifies that to the best of the knowledge and belief, the information furnished to auditors for the purpose of the audit was correct and complete in every respect. Nothing has come to the attention of the Governing Council to indicate that the Tanganyika Law Society will not remain a going concern for a foreseeable future from the date of this statement. Details about the Governing Council's assessment of going concern is included in Note 2 to the financial statements.

BY ORDER OF THE GOVERNING COUNCIL

Dr. Rugemeleza Nshala

President

Date

The National Board of Accountants and Auditor (NBAA) according to the power conferred under the Auditors and Accountants (Registration) Act. No. 33 of 1972, as amended by Act No. 2 of 1995, requires financial statements to be accompanied with a declaration issued by the Head of Finance unit responsible for the preparation of financial statements of the entity concerned.

It is the duty of a Professional Accountant to assist the Governing Council to discharge the responsibility of preparing financial statements of an entity showing true and fair view of the entity position and performance in accordance with applicable International Public Sector Accounting Standards and statutory financial reporting requirements. Full legal responsibility for the preparation of the financial statements' rests with the Governing Council under the Statement of Governing Council's responsibility on an earlier page.

I, John Mwang'ombola, being the Head of Finance unit of Tanganyika Law Society hereby acknowledge my responsibility of ensuring that financial statements for the year ended 31 December 2018 have been prepared in compliance with the International Public Sector Accounting Standards and Tanganyika Law Society Act, Cap 307 R.E. 2002.

I thus confirm that the financial statements give a true and fair view position of Tanganyika Law Society as on that date and they have been prepared based on properly maintained financial records.

Signed b

CPA John Mwang'ombola Registration number: GA 1125

For and on behalf of Tanganyika Law Society

Dar es Salaam.

Date 10 9 2020



REPORT OF THE INDEPENDENT AUDITOR TO THE MEMBERS OF TANGANYIKA LAW SOCIETY

The Governing Council Tanganyika Law Society Plot No. 391, Chato Street Regent Estate P.O. Box 2148 Dar es Salaam, Tanzania

Unqualified opinion

In our opinion, the financial statements present fairly, in all material respects the financial position of the Tanganyika Law Society, as at 31 December 2019, its financial performance and its cash flows for the year then ended in accordance with the International Public Sector Accounting Standards and TLS Act CAP 307.

Basis for Opinion

We conducted our audit in accordance with the International Standards on Auditing. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the financial statements section of our report. We are independent of the Tanganyika Law Society in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code) together with the National Board of Accountants and Auditors (NBAA) Code of Ethics, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Emphasis of Matters

Without qualifying our opinion, we draw the attention of the users of this report on the following matters to the financial statements:

a) The Society has recorded a deficit of TZS 312,244,624 (2018: TZS 393,665,331) and has a net cash deficit used in operating activities of TZS 1,152,831,019 (2018: TZS 1,017,530,115).

These conditions indicate the existence of a material uncertainty, which casts significant doubt on the Society's ability to continue as a going concern. Refer Note 2 to the financial statements for details

Management responsibility to the financial statements

As described in the Statement of Management's Responsibilities, the Governing Council of Tanganyika Law Society is responsible for the preparation of financial statements of the Tanganyika Law Society for the year ended 31 December 2019 in all material respects in accordance with TFRS1.

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

REPORT OF THE INDEPENDENT AUDITOR (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Auditor's responsibility

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit.

We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- a) Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Tanganyika Law Society's internal control.
- b) Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- c) Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Tanganyika Law Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Tanganyika Law Society to cease to continue as a going concern.
- d) Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- e) Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Tanganyika Law Society to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the Tanganyika Law Society audit. We remain solely responsible for our audit opinion.

REPORT OF THE INDEPENDENT AUDITOR (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

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

We also provide the directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

From the matters communicated with the Governing Council members, we determine those matters that were of most significance in the audit of the financial statements of the current period and are therefore the key audit matters. We describe these matters in our auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, we determine that a matter should not be communicated in our report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.

Other information

The Governing Council members are responsible for the other information. The other information comprises Governing Councils' report but does not include the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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

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

Basis of Accounting and Restriction on Distribution and Use

Without modifying our opinion, we draw attention to Note 3 to the financial statements, which describes the basis of accounting. The financial statements are prepared to provide information to intended users. As a result, the financial statements may not be suitable for another purpose. The purpose of the audit report is therefore restricted for the intended users and should not be distributed to or used by parties other than aforementioned.

The engagement partner on the audit resulting in this independent auditor's report is Chrisant Christopher

ACPA Chrisant Christopher
For and on behalf of Claritas Internationa

Certified Public Accountants

Dar es Salaam

0505/1/01

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF FINANCIAL POSITION

| ASSETS | Notes | 2019 | 2018 |
|----------------------------------|-------|---------------|---------------|
| Non-current assets | | TZS | TZS |
| Property and equipment | 13 | 4,590,156,293 | 3,096,496,073 |
| Intangible assets | 14 | 9,188,148 | 28,580,093 |
| | | 4,599,344,441 | 3,125,076,166 |
| Current assets | | | |
| Trade and other receivables | 15 | 120,252,011 | 65,678,747 |
| Stocks – Law report books | | 51,244,548 | 78,365,001 |
| Cash and bank balances | 16 | 362,875,316 | 412,641,304 |
| Total current assets | | 534,371,875 | 556,685,052 |
| Total Assets | | 5,133,716,316 | 3,681,761,218 |
| EQUITY AND LIABILITIES | | | |
| Current Liabilities | | | |
| Trade and other payables | 18 | 713,169,549 | 209,502,052 |
| Members subscription received in | | 493,923,832 | 316,093,960 |
| advance | | 493,923,032 | |
| LAAC Project retention | | 123,300,000 | 695,439,225 |
| Deferred contributions - LAAC | 19 | 71,487,021 | 71,340,696 |
| Project | 17 | 71,407,021 | |
| Deferred grants for donor funded | 21 | 260,692,033 | 245,432,501 |
| projects | | | |
| | | 1,662,572,436 | 1,537,808,434 |
| Non-Current Liabilities | | | |
| DATF Loan | 20 | 524,100,658 | 400,100,413 |
| Total Liabilities | | 2,231,199,561 | 1,937,908,847 |
| Equity | | | |
| Capital fund | | 1,910,000 | 1,910,000 |
| Capital grant – LAAC Project | 16 | 3,001,615,911 | 1,486,180,435 |
| General accumulated reserves | | (585,904,181) | (273,659,557) |
| Revaluation reserves | 26 | 529,421,493 | 529,421,493 |
| Total equity | | 2,947,043,224 | 1,743,852,371 |
| Total equity and liabilities | | 5,133,716,317 | 3,681,761,218 |
| | | | |

Dr. Rugemeleza Nshala

President

CPA Nicholaus Duhia

Treasurer

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF FINANCIAL PERFORMANCE

| | Notes | 2019 | 2018 |
|--------------------------------|-------|-----------------|-----------------|
| | | <u>TZS</u> | TZS |
| INCOME | | | |
| Revenue from no exchange; | | | |
| Membership subscription fees | 6 | 1,346,363,920 | 1,100,575,735 |
| Project Income | 9 | 872,053,089 | 704,650,724 |
| Exchange gain | | | 10,122,047 |
| | :- | 2,218,417,009 | 1,815,348,506 |
| | 9 | | |
| Revenue from exchange; | | | |
| Continued Legal Education fees | 7 | 1,054,601,878 | 937,115,824 |
| Other Income | 8 | 76,067,000 | 164,557,062 |
| | N | 1,130,668,878 | 1,101,672,886 |
| | | 3,353,071,533 | 2,917,021,392 |
| | 8 | | |
| EXPENSES | | | |
| Administration expenses | 10 | (1,817,908,223) | (1,772,813,858) |
| Project expenses | 11 | (851,036,689) | (752,530,581) |
| Personnel expenses | 12 | (976,443,701) | (785,342,284) |
| | | (3,645,388,613) | (3,310,686,723) |
| | 7 | | |
| Deficit for the year | | (312,244,624) | (393,665,331) |
| | | | |

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF CHANGES IN NET ASSETS

| | | General | | | |
|---|-----------------|----------------------|----------------------|------------------------|---------------|
| | Capital Fund | Accumulated Reserves | Capital <u>grant</u> | Revaluation Reserve | Total |
| For the year ended 31 December 2019 | TZS | TZS | TZS | TZS | LIZS |
| As at 1 January 2019 | 1,910,000 | (273,659,557) | 1,486,180,435 | 529,421,493 | 1,743,852,371 |
| LAAC Project expenditure capitalized during | | | 1,515,435,476 | | 1,515,435,476 |
| the year | | | | | |
| General accumulated fund | () | ř | to | ¥. | *** |
| Revaluation surplus | (9 | Ĩ | | | |
| Deficit for the year | î | (312,244,624) | | ï | (312,244,624) |
| | | | | | |
| As at 31 December 2019 | 1,910,000 | (585,904,181) | 3,001,615,911 | 529,421,493 | 2,947,043,223 |
| For the year ended 31 December 2018 | | | | | |
| As at 1 January 2018 | 1,910,000 | 120,005,774 | 893,532,423 - | 395,253,242 | 1,410,701,439 |
| LAAC Project expenditure capitalized during | 9 | 80 | 592,648,012 | | 592,648,012 |
| the year | | | | | |
| Revaluation surplus | ĭ | ř | 1 | 134,168,251 | 134,168,251 |
| Deficit for the year | 1 | (393,665,331) | • | r | (393,665,331) |
| As at 31 December 2018 | 1,910,000 | (273,659,557) | 1,486,180,435 | 529,421,493 | 1,743,852,371 |

STATEMENT OF CASH FLOWS

| STATEMENT OF CASH FLOWS | Notes | 2,019 TZS | 2,018 TZS |
|---|--------|--|---|
| CASH FLOWS FROM OPERATING ACTIVITIES | | 120 | 125 |
| RECEIPTS Members annual subscriptions Seminar fees Subscriptions in advance Receipts from sale of publications and sponsorship Sale of TLS Law reports Other receipts | 6 7 | 1,346,363,920 1,054,601,878 493,923,832 49,568,000 18,970,000 4,129,000 | 1,100,575,735 937,115,824 316,093,960 114,526,260 48,794,802 1,236,000 |
| PAYMENTS Payments to suppliers Payments to employees | 2 | (2,925,584,677) (1,194,802,972) | (2,843,657,590) (692,215,106) |
| Net cash used in operating activities | 9 | (1,152,831,019) (1,152,831,019) | (1,017,530,115) |
| CASH FLOWS FROM INVESTING ACTIVITIES Members' contributions received for LAAC project Acquisition of property and equipment Retention Retention Net cash used in investing activities | 18 | 1,515,435,477 (1,546,983,313) 123,300,000 (695,439,225) (603,687,061) | 663,988,708 (1,486,527,257) 695,439,225 (127,099,324) |
| CASH FLOWS FROM FINANCING ACTIVITIES Receipts from development partners Refund to development partners | 19 | 895,823,922 (8,511,300) | 748,902,807 |
| Net degrees in each and each against lents | 18 | 124,000,245 1,011,312,866 | 400,100,658 |
| Net decrease in cash and cash equivalents Cash and cash equivalents at the beginning of the year Cash and cash equivalents at the end of the year | 16 | (49,492,263) 412,641,304 362,875,317 | 4,374,026 408,267,278 412,641,304 |

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

STATEMENT OF COMPARISON BETWEEN BUDGET AND ACTUAL AMOUNTS

| D C 1 Commission | OI. BEI WEEL B | | CALAMOUN | | |
|--|----------------|-----------------|-----------------|-------|--|
| Performance for the year on the basis of the approved budget for the year was as follows:- | | | | | |
| Revenues | Actual | Approved Budget | Variance | % | |
| Membership Subscription fees | 1,346,363,920 | 1,368,436,000 | (22,492,080) | (2%) | |
| CLE Seminar Fees | 1,054,601,878 | 1,074,150,000 | (19,548,122) | (2%) | |
| Other Income | 76,067,000 | 560,570,016 | (484,503,016) | (86%) | |
| Projects Income | 872,053,089 | 1,382,698,893 | (518,471,539) | (37%) | |
| Total Revenue | 3,353,071,533 | 4,385,854,909 | (1,045,014,757) | (24%) | |
| Expenditures | | | | | |
| Program Expenses | 1,284,972,840 | 1,415,291,500 | 152,596,268 | 11% | |
| Chapter Expenses | 122,795,119 | 266,030,004 | 143,834,885 | 59% | |
| Project Costs | 851,036,689 | 889,453,238 | 46,242,284 | 5% | |
| Staff Costs | 976,443,701 | 1,091,793,581 | 150,559,945 | 11% | |
| Operating Expenses | 430,067,808 | 466,640,000 | 56,662,279 | 12% | |
| Total Expenditures | 3,665,316,157 | 4,129,208,323 | 514,523,053 | 12% | |
| (Deficit)/Surplus | (312,244,624) | 256,646,587 | | | |

Revenue

Revenue was from four areas, namely, members' subscription fees, CLE fees, other income and projects income.

| Descriptions | Actual | Budget | Variance | % |
|-----------------------|---------------|---------------|-----------------|-------|
| Members' Contribution | 1,346,363,920 | 1,368,436,000 | (22,492,080) | (2%) |
| CLE Fees | 1,054,601,878 | 1,074,150,000 | (19,548,122) | (2%) |
| Other Income | 76,067,000 | 560,570,016 | (484,503,016) | (86%) |
| Project Income | 872,053,089 | 1,382,698,893 | (518,471,539) | (37%) |
| Total | 3,353,071,533 | 4,385,854,909 | (1,045,014,757) | (24%) |

The differences between budget and actual collections is mainly caused by inadequate performance in two areas;

Other Income;

Negative response on various reasons including; business slowdown, lack of budget for such marketing activity, etc., from sponsors who are the main contributors in this area lead to very poor collections from this area. Sale of Law Reports was also one of the sources of revenue in this area, however, lack of marketing strategies lead to low sales of the books. Only sixteen percent (16%) was realized from other income as source of revenue.

Project Income;

Contrary to the planned number of potential development partners, there was poor response from development partners during the year. Even those whom we had already signed contracts with did not release their funds as per budget.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

TATEMENT OF COMPARISON BETWEEN BUDGET AND ACTUAL (CONTINUED)

Expenditure

| Expenditures: | Actual | Budget | Variance | Var.% |
|--------------------|---------------|---------------|-------------|-------|
| Programme Expenses | 1,284,972,840 | 1,415,291,500 | 152,596,268 | 11% |
| Chapter Expenses | 122,795,119 | 266,030,004 | 143,834,885 | 59% |
| Project Costs | 851,036,689 | 889,453,238 | 46,242,284 | 5% |
| Staff Costs | 976,443,701 | 1,091,793,581 | 150,559,945 | 11% |
| Operating Expenses | 430,067,808 | 466,640,000 | 56,662,279 | 12% |
| Total Expenditures | 3,665,316,157 | 4,129,208,323 | 514,523,053 | 12% |

Generally total expenditures were eighty eight percent (88%) of the total budget. With exception of the chapter expenditures, the rest of the expenditure lines were equal or below the overall average expenditure of 88%. Chapter expenditures were below fifty percent due to delay in imprest retirement from chapter leaders. Funds are sent to the chapters after receiving imprest retirement of the previous sent funds.

NOTES TO THE FINANCIAL STATEMENTS

1. GENERAL INFORMATION

Tanganyika Law Society was established in 1954 under Tanganyika Law Society Ordinance CAP 307. The Tanganyika Law Society is currently governed by the Tanganyika Law Society Act, Cap 307 R.E. 2002 that repealed the earlier legislation. Its registered address is:

Plot No. 391, House No. 21, Chato Street, Regent Estate, P.O. Box 2148, Dar es Salaam, Tanzania.

2. GOING CONCERN

The Society has recorded a deficit of TZS 312,244,624 (2019: TZS 393,665,331) and has a net cash deficit used in operating activities of TZS 1.15 billion (2018: TZS 1.02 billion). In addition, its current ratio of 0.36:1 (2018: 0.36:1). These conditions indicate the existence of a material uncertainty, which casts significant doubt on the Society's ability to continue as a going concern. However, the Governing Council members believe that the Society will continue as a going concern on the following grounds:

- a) Applicable accounting standards have been followed and that the financial statements have been prepared on a going concern basis;
- b) The Governing Council has reasonable expectation that the Society has adequate resources to continue in operational existence for the foreseeable future. The current ratio at year end was 0.36:1 (2018: 0.36:1); however, included in current liabilities is a total of TZS 260,692,033 (2018: TZS 245,432,501) relating to deferred grants for project funded by the development partners. These funds are held in the bank accounts waiting for the implementation of intended activities and not for payment to third parties.
- c) Members have a legal obligation to pay their annual membership fees as a requirement for them to continue practicing. As a result, no doubt that the funding of the Society for its operating activities shall continue in a foreseeable future.

NOTES (CONTINUED)

3. SIGNIFICANT ACCOUNTING POLICIES

3.1. BASIS OF PREPARATION

The principal accounting policies adopted in the preparation of these financial statements are set out below. These policies will be consistently applied to all years presented, unless otherwise stated.

During the year the Society migrated from International Financial Reporting Standards (IFRS) to International Public Sector Standards (IPSAS).

These financial statements have been prepared in compliance with the IPSAS and under the historical cost convention, except for revenue recognition from members which is on cash basis. The preparation of financial statements in conformity with IPSAS which require on the use of estimates and assumptions. The financial statements are presented in Tanzania Shillings, which is the functional and reporting currency of the Society. The financial statements are prepared on accrual basis unless stated otherwise. The cash flow statement is prepared using the direct method.

It also requires management to exercise its judgement in the process of applying the Tanganyika Law Society's accounting policies. The areas involving a higher degree of judgement or complexity, or where assumptions and estimates are significant to the financial statements, are disclosed in Note 5.

3.2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in accordance and comply with International Public Sector Accounting (IPSAS), as issued by the International Accounting Standards Board, except for revenue recognition from members as explained above, and comply with the provisions of the Tanganyika Law Society Act, CAP 307 R.E. 2002.

3.3. ADOPTION INTERNATIONAL PUBLIC SECTOR ACCOUNTING STANDARDS (IPSAS) The Society applied for the first-time certain standards and amendments relevant to it, which are effective for the first time on annual periods beginning on or after 1 January 2019:

(a) Changes in Accounting policies and disclosures

- (a) Effective from financial year 2019 the Society migrated from International Financial Reporting Standards (IFRS) to International Public Sector Accounting Standards (IPSAS). The Standards which were considered relevant to TLS and effective at are as follows:
 - IPSAS 1 Presentation of Financial statement
 - IPSAS 2 Cash Flow Statement
 - IPSAS 3 Accounting Policies changes in Accounting estimates and errors.
 - IPSAS 17 Property Plant and Equipment
 - IPSAS 31 Intangible Assets
 - IPSAS 21 Impairment of non-cash generating Assets
 - IPSAS 26 Impairment of cash Generating Assets

NOTES (CONTINUED)

IPSAS 9 Revenue from exchange transactions

IPSAS 12 Inventory

IPSAS 19 Provision, Contingent liabilities and Contingent Asset

IPSAS 4 Effect of changes in foreign Exchange rates

IPSAS 20 Related party disclosures

IPSAS 23 Revenue from Non-Exchange transactions

IPSAS 24 Presentation of Budget Information in the Financial Statements

IPSA 18 Segment Reporting

IPSA 39 Employees Benefits

The effects of applying IPSAS have resulted in some of the comparative information amounts to be reclassified, amended or disclosed to make them comparable with the current year's financial figures and/or disclosure requirements.

(ii) The following standards are approved by International Accounting Standards Board (IPSAB) as the date of this report but were not effective:

IPSAS 41 Financial Instruments

IPSAS 42 Social Benefits

These standards are effective for annual periods beginning 1 January 2022.

3.4. RECOGNITION OF REVENUE

Revenue from Exchange Transactions

Revenue is recognized to the extent that it is probable that the economic benefits will flow to the Society and the revenue can be reliably measured. The following specific recognition criteria must also be met before revenue is recognized:

Membership subscription fees

Members' subscription income is accounted for on cash basis. Members subscriptions paid in advance are matched and recognized in the accounting period to which they relate.

CLE Seminar Fees

The CLE fees are received from by the members who pay to attend refresher trainings conducted as part of Continuing Legal Education (CLE). Members are required to attain a minimum of ten (10) CLE points per annum. These are accounted for as per actual collections.

Revenue from Non- exchange transactions

Project income (Grants and donations)

Grants and donations are recognized where there is reasonable assurance that they will be received and all attaching conditions will be complied with.

NOTES (CONTINUED)

When the grant or donation relates to an expense item, it is recognized as income over the period necessary to match the grant on a systematic basis to the costs that it is intended to compensate.

Where the grant or donation relates to an asset, the fair value is credited to a deferred income account and is released to the statement of income and expenditure over the expected useful life of the relevant asset by equal annual instalments.

Net trading income and other income

Results arising from trading activities include all gains and losses from changes in fair value and related interest income or expense and dividends for financial assets and financial liabilities held for trading. Other income is recognized in the period in which it is earned.

3.5. RECOGNITION OF EXPENSES

The effects of expenses are recognized when they occur (and not as cash or its equivalent is paid) and they are recorded in the accounting records and reported in the financial statements of the periods to which they relate.

3.6. EMPLOYEES' BENEFITS INCLUDING POST-EMPLOYMENT BENEFITS

Short-term employment benefits such as salaries and social security contributions are recognized in the statement of income and expenditure when they fall due.

Post-retirement benefits

The Society operates a defined contribution plan whereby each of its employees and the Society contribute 10% of employee basic salary in respect of National Social Security Fund (NSSF), Parastatal Pensions Fund (PPF) and Public Service Pensions Fund (PSPF). Apart from these monthly contributions, the Society has no further commitments or obligations to the Funds and it has no other post-retirement benefit scheme. The contributions are charged to the statement of profit or loss and other comprehensive income in the year to which they relate.

Other employee benefits

The Society provides free medical treatment to staffs and their dependents through a medical scheme at designated hospitals. The cost is charged to the statement of profit or loss and other comprehensive income.

3.7. PROVISION

Provisions are recognized when the Society has a present legal or constructive obligation as a result of past events, for which it is probable that an outflow of economic benefits will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation.

Where the Society expects some or all of a provision to be reimbursed, for example under an insurance contract, the reimbursement is recognized as a separate asset but only when the reimbursement is virtually certain. The expense relating to any provision is presented in the statement of profit or loss and other comprehensive income net of any reimbursement. If the effect

NOTES (CONTINUED)

of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects, where appropriate, the risks specific to the liability. Where discounting is used, the increase in the provision due to the passage of time is recognized as a finance cost.

3.8. TRADE AND OTHER RECEIVABLES

Trade and other receivables are measured at fair value, less provision for impairment. A provision for impairment of trade receivables is established when there is objective evidence that the Society will not be able to collect all amounts due according to the original terms of the receivables. The amount of the provision is the difference between the carrying amount and the present value of estimated future cash flows discounted at the effective interest rate. The amount of the provision is recognised in the statement of comprehensive income and expenditure. Society has transferred substantially all risks and rewards of ownership.

3.9. PROVISIONS

Provisions are recognised when the Society has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be used on the obligations, and a reliable estimate of the amount can be made.

3.10. DEFERRED GRANTS AND CONTRIBUTIONS

Grant received in monetary form to meet project expenses is treated as income and expensed to the statement of financial performance in the respective financial year. Where intended project activities in respect of the grant received are not implemented at year end the respective income is treated as deferred grant and contributions.

3.11. TRADE AND OTHER PAYABLES

Trade payables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method.

3.12. CASH AND CASH EQUIVALENTS

Cash and cash equivalents as referred to in the cash flow statement comprises cash on hand, deposits held at call with banks and investments with maturity periods of three months or less in money market instruments.

3.13. IMPAIRMENT OF FINANCIAL ASSETS

The Society assesses at each balance sheet date whether there is objective evidence that a financial asset or group financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred if, and only if, there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a "loss event") and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

The Society first assesses whether objective evidence of impairment exists individually for financial assets that are individually significant, and individually or collectively for financial assets that are

NOTES (CONTINUED)

not individually significant. If the Society determines that no objective evidence of impairment exists for an individually assessed financial asset, whether significant or not, it includes the asset in a group of financial assets with similar credit risk characteristics and collectively assesses them for impairment.

Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognized are not included in a collective assessment of impairment.

The carrying amount of the asset is reduced through the use of an allowance account and the amount of the loss is recognized in the statement of comprehensive income. If a loan or held-to-maturity investment has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract. If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognized, the previously recognized impairment loss is reversed by adjusting the allowance account. The amount of the reversal is recognized in the statement of comprehensive income.

3.14. DERECOGNITION OF FINANCIAL ASSETS AND LIABILITIES ABILITIES

Financial assets

A financial asset (or, where applicable a part of a financial asset or part of a group of similar financial assets) is derecognized when:

- The rights to receive cash flows from the asset have expired;
- The Society retains the right to receive cash flows from the asset, but has assumed an obligation to pay them in full without material delay to a third party under a 'pass-through' arrangement; or
- The Society has transferred its rights to receive cash flows from the asset and either;
- (a) Has transferred substantially all the risks and rewards of the asset, or
- (b) Has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

When the Society has transferred its rights to receive cash flows from an asset and has neither transferred nor retained substantially all the risks and rewards of the asset nor transferred control of the asset, the asset is recognised to the extent of the Society's continuing involvement in the asset.

Financial liabilities

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires.

Where an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognized in the statement of income and expenditure.

NOTES (CONTINUED)

3.15. FOREIGN CURRENCY TRANSLATION

Functional and presentation currency

Items included in the financial statements of the Society are measured using the currency of the primary economic environment in which the Society operates ("the functional currency"). The financial statements are presented in Tanzanian Shilling (TZS), which is the Society's functional and presentation currency.

Transactions and balances

Foreign currency transactions are translated into Tanzanian Shilling (TZS) using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets (bid price) and liabilities (offer price) denominated in foreign currencies are recognized in the statement of income and expenditure.

3.16. VALUE ADDED TAX

Expenses and assets are recognized inclusive of the amount of value added tax.

3.17. INCOME TAX

Tanganyika Law Society is established as a Society by an Act of Parliament. By virtue of being a members' association and a non-profit making organization, the Society is exempted from paying corporation tax.

3.18. PROPERTY AND EQUIPMENT

Property and equipment are stated at historical cost amount less accumulated depreciation and accumulated impairment losses. Cost includes expenditure that is directly attributable to acquisition of the items. When significant of property, plant and equipment are required to be replaced at intervals; the Society recognizes such parts as individual assets with specific useful lives and depreciates them accordingly. All repair and maintenance costs are recognized in surplus or deficit as incurred.

Depreciation is calculated on a straight-line basis over the useful life of the assets. The annual rates of depreciation which have been consistently applied are:

| Description | Useful life (Years) | Depreciation rate |
|----------------------------------|---------------------|-------------------|
| Land | - | 0% |
| Building | 40 | 2.5% |
| Office furniture and fittings | 8 | 12.5% |
| Computers, printers and scanners | 3 | 33.3% |
| Machinery and Equipment | 8 | 12.5% |
| Library Books | 8 | 12.5% |
| Accounting Package | 3 | 33.3% |
| Motor Vehicles | 4 | 25% |

NOTES (CONTINUED)

The carrying values of property and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable.

An item of property and equipment is derecognized upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognizing of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the statement of profit or loss and other comprehensive income in the year the asset is derecognized.

The residual values, useful lives and methods of depreciating property and equipment are reviewed, and adjusted if appropriate, at each financial year end.

A previously recognized impairment loss is reversed only if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognized. If that is the case the carrying amount of the asset is increased to its recoverable amount.

That increased amount cannot exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss been recognized for the asset in prior years. Such reversal is recognized in the statement of income and expenditure. After such a reversal the depreciation charge is adjusted in future periods to allocate the asset's revised carrying amount, less any residual value, on a systematic basis over its remaining useful life.

3.19. LEASES

Leases entered into by the Society are operating leases. The total payments made under operating leases are charged to the profit and loss account on a straight-line basis over the period of the lease. When an operating lease is terminated before the lease period has expired, any payment required to be made to the lessor by way of penalty is recognized as an expense in the period in which termination takes place.

NOTES (CONTINUED)

4. FINANCIAL RISK MANAGEMENT

a) Financial risk factors

The Society's activities expose it to a variety of financial risks, including market risk and credit risk. The Society's overall risk management Program focuses on the unpredictability of financial markets and seeks to minimize potential adverse effects on its financial performance, but the Society does not hedge any risks.

a) Market risk

(i) Foreign exchange risk

The Society's activities expose it to foreign exchange risk arising from various currency exposures, primarily with respect to the US dollars. Foreign exchange risk arises from future commercial transactions, and recognized assets and liabilities.

If at 31 December 2018 the exchange rate were to change by $\pm 10\%$ at year end, then the net results of the Society would change by TZS 4,539,708 (2018: TZS 5,463,664). Currency exposure arising from liabilities denominated in foreign currencies is managed primarily through the holding of bank balances in the relevant foreign currencies.

(i) Interest rate risk

The Society had no borrowings at year end. Thus, the Society had no interest rate risk at year end.

b) Credit risk

Ćredit risk arises from deposits with banks, as well as trade and other receivables. The Society does not have any significant concentrations of credit risk.

The amount that best represents the Society's maximum exposure to credit risk at 31 December 2019 and 2018 is made up as follows:

| | Fully performing |
|---|------------------|
| As at 31 December 2019 | TZS |
| Receivables (excluding prepayments) (Note 15) | 92,679,868 |
| Cash at bank (Note 16) | 362,875,316 |
| Gross financial assets | 455,555,184 |
| As at 31 December 2018 | |
| Receivables (excluding prepayments) (Note 15) | 20,316,219 |
| Cash at bank (Note 16) | 412,641,304 |
| Gross financial assets | 432,957,523 |
| | |

No collateral is held for any of the above assets. The Society has banking relationships with reputable banks which rank in the top ten in size of total assets.

NOTES (CONTINUED)

c) Liquidity risk

Prudent liquidity risk management includes maintaining sufficient cash balances, and the availability of funding from an adequate amount of committed credit facilities. Due to the dynamic nature of the underlying businesses, the finance department maintains flexibility in funding by maintaining availability under committed credit lines

The table below analyses the Society's financial liabilities that will be settled on a net basis into relevant maturity groupings based on the remaining period at the balance sheet date to the contractual maturity date. The amounts disclosed in the table below are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

| | Between 1 and 2 |
|-----------------------------|-----------------|
| | <u>vears</u> |
| | TZS |
| Year ended 31 December 2019 | |
| Payable (Note 17) | 713,169,549, |
| Year ended 31 December 2018 | |
| Payable (Note 17) | 525,596,012 |

5. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including experience of future events that are believed to be reasonable under the circumstances;

(i) Property and Equipment

Critical estimates are made by the Governing Council in determining depreciation rates for equipment and their residual values. The rates used are set out in Note 3 above.

(ii) Impairment of trade receivables

Critical estimates and judgements are made by the Governing Council in determining impairment provision for bad and doubtful trade receivables.

6. MEMBERSHIP SUBSCRIPTION FEES

| | 2019 | 2018 |
|--|---------------|---------------|
| | <u>TZS</u> | TZS |
| Membership subscription fee – practicing | 1,339,338,920 | 1,092,145,135 |
| Membership subscription fee - non practicing | 7,025,000 | 8,430,600 |
| | 1,346,363,920 | 1,100,575,735 |
| 7. CONTINUED LEGAL EDUCATION FEES | | |
| Other CLE | 531,409,614 | 460,074,824 |
| HAGM CLE fees | 205,613,580 | 219,159,000 |
| AGM CLE fee | 317,578,684 | 257,882,000 |
| | 1,054,601,878 | 937,115,824 |

NOTES (CONTINUED)

8. OTHER INCOME

9.

| | 2019 | 2018 |
|---|-------------|------------------|
| | TZS | TZS |
| Sale of publications | 22,370,000 | 48,794,802 |
| Sponsorships | 33,000,000 | 102,406,260 |
| Advertisements (Various TLS media) | 8,838,000 | 12,120,000 |
| Legal Aid Registration Fee | 1,729,000 | 1,236,000 |
| Sale of Merchandise | 7,730,000 | |
| WAKILI House Rental Income | 400,000 | * |
| Consultancy | 2,000,000 | 120 |
| | 76,067,000 | 164,557,062 |
| PROJECT INCOME | | |
| LSF | 191,665761 | 191,221,711 |
| UNICEF | 12,278,690 | 165,994,827 |
| Global Road Safety Project income | 68,438,550 | 69,226,149 |
| CBA – SIRD | 359,408,639 | 177,170,716 |
| The Foundation for Civil Society | 27,032,843 | 61,088,650 |
| Open Society Initiatives for Eastern Africa (OSIEA) | 130,332,091 | i = : |
| Freedom House-Counter Violent | 595,978 | 21,281,970 |
| Railway Children Africa (RCA) | 30,486,838 | 18,666,701 |
| UNDP | 23,645,500 | - |
| PACT | 28,168,199_ | <u> </u> |
| | 872,053,089 | 704,650,724 |

NOTES (CONTINUED)

10. ADMINISTRATIVE EXPENSES

| ADMINISTRATIVE EATENSES | | |
|--|-------------|-------------|
| | 2019 | 2018 |
| | TZS | TZS |
| Members Welfare | 20,007,940 | 58,074,630 |
| TLS Institutional Membership | 12,753,874 | 6,654,150 |
| Committee Expenses | 36,635,319 | 51,447,000 |
| Strategic Plan Expenses | 24,337,862 | - 1, , |
| Programme Consultancy Fees | 7,275,000 | - |
| Programmes Advertisement Charges | 2,265,600 | 3,976,600 |
| Continuing Legal Education (CLE) Seminar | 248,190,360 | 429,580,360 |
| Publication and Publicity Expense | 45,086,409 | 14,061,250 |
| Annual General Meeting (AGM) Expenses | 323,069,920 | 279,191,158 |
| Half Annual General Meeting (HAGM) | 175,200,185 | 142,228,090 |
| Staff fuel expenses | 2,045,554 | |
| Election Expenses | 29,327,677 | 24,151,029 |
| Programmes Travel and Accommodation | 20,093,547 | 63,110,062 |
| Capacity Building Expenses` | 30,377,000 | 4,532,280 |
| Governing Council Expenses | 36,593,700 | 47,038,454 |
| Executive Committee (EXCOM) Expenses | 20,270,100 | 538,900 |
| Production Costs-TLS Law Reports | 10,784,000 | 44,609,362 |
| Chapters Expenses | 122,795,119 | 172,941,802 |
| Exhibition Expenses | 7,102,680 | 9,210,440 |
| Planning Meeting Expenses | 54,833,800 | 27,373,000 |
| Probono Expenses | 4,500,000 | 4,500,000 |
| DIMAC | 4,000,000 | 198 |
| LAAC Project expenses | 44,748,764 | 6,666,115 |
| Merchandise Expenses | 17,314,000 | |
| Stakeholders Engagement Expenses | 10,634,989 | ::=: |
| Law Firm Management Training | 30,077,000 | 3 = |
| Media Engagement Training | 2,724,000 | |
| Business Development Expenses | 40,697,940 | - |
| Monitoring and Evaluation Expenses | 1,686,000 | := |
| Rent and Rates | 30,274,766 | 34,907,724 |
| Electricity Expenses | 20,050,610 | 10,840,369 |
| Motor Vehicle Fuel Expenses | 20 | 3,197,641 |
| Generator Fuel | 45,000 | 1,088,580 |
| Kitchen Supplies | 10,705,600 | 9,687,200 |
| Waste Disposal Expenses | 2,290,000 | 910,000 |
| Motor Vehicle Repairs | 4,048,144 | 4,461,016 |
| Repair and Maintenance | 15,005,662 | 7,180,899 |
| Water charges | 2,275,578 | 1,974,159 |
| Printing and Stationary | 16,116,260 | 5,953,800 |

NOTES (CONTINUED)

| Security Expenses Communication Expenses Travel and Accommodation Expenses Advertising Expenses Transport Expenses-e.g. Taxi, Consultancy fees Bank Charges Insurance Premium Expenses Internet Charges Newly Admitted Advocates Staff Membership fees Depreciation Expenses Donations Other Expenses External audit fee Internal Audit fee Office Newspaper Staff Welfare | 20,246,950 19,409,300 30,482,131 1,939,099 7,742,900 15,832,911 28,218,161 35,127,591 18,407,184 18,251,131 72,715,217 4,829,465 12,863,522 19,234,000 14,560,000 1,121,900 20,095,628 1,817,908223 | 25,188,770 21,266,404 43,892,561 4,554,600 7,242,150 5,521,800 20,627,479 1,708,954 16,005,368 10,013,727 88,156,436 3,000,000 10,902,753 11,000,000 37,562,000 |
|--|--|---|
| 11. PROJECT EXPENSES UNICEF-Children In Conflict With the Law LSF - CFP04 manual production and legal aid | 12,278,690 166,631,292 | 165,994,827 199,430,908 |
| OISEA - Project Cost SIRD – CBA RSGP - Project Cost | 130,332,091 359,408,639 68,065,280 | 216,841,376 69,226,149 |
| The Foundation for Civil Society Freedom House- Counter Violent Extremism | 16,051,400 500,000 | 61,088,650 21,281,970 |
| Railway Children Africa (RCA) UNDP | 32,452,298 23,645,500 | 18,666,701 |
| PACT | 41,671,499 851,036,689 | 752,530,581 |

NOTES (CONTINUED)

12. PERSONNEL EXPENSES

| | 2019 | 2018 |
|------------------------------------|-------------|-------------|
| | <u>TZS</u> | TZS |
| Salaries and wages | 767,315,042 | 606,737,831 |
| Medical expenses | 37,223,292 | 59,770,621 |
| Interns and volunteers' expenses | 7,000,000 | 11,432,667 |
| Skills and development levy | 38,017,119 | 39,242,892 |
| Fuel expenses | ₩. | 510,845 |
| Social security contributions | 73,129,435 | 58,666,784 |
| Workers Compensation Fund expenses | 8,474,246 | 8,980,644 |
| Staff Terminal Costs | 41,766,667 | <u>=</u> |
| Staff Relocation Costs | 3,517,900 | |
| | 976,443,701 | 785,342,284 |
| | | |

NOTES (CONTINUED)

13. PROPERTY AND EQUIPMENT

| Description | Land | Furniture and Fittings | Motor Vehicles | Library Books | Machinery and Equipment | Computers | Work in Progress- Wakili House | Total |
|--|-------------|---------------------------|-------------------|------------------|-------------------------------|---------------------------|--------------------------------------|---------------------------|
| | ZZL | TZS | ZZZ | ZZZ | TZS | TZS | ZZL | TZS |
| Cost At 1 January 2019 Additions W 1 D Addition | 476,600,000 | 111,266,064 17,026,753 | 84,646,857 | 21,897,200 | 104,106,687 3,895,995 | 156,998,192 22,613,000 | 2,517,461,987 | 3,472,976,988 43,535,748 |
| At 31 December | 476,600,000 | 128,292,817 | 84,646,857 | 21,897,200 | 108,002,682 | 179,611,192 | 4,020,909,553 | 5,019,960,301 |
| Accumulated depreciation At I January 2019 Charge for the year | tion | 77,606,075 | 70,550,761 | 21,897,200 | 77,346,552 | 129,080,327 18,944,913 | . 1 | 376,480,915 53,323,093 |
| At 31 Dec. 2019 | ī | 92,058,586 | 77,300,761 | 21,897,200 | 90,522,220 | 148,025,240 | 1 | 429,804,008 |
| Net book value At 31 Dec. 2019 | 476,600,000 | 36,234,231 | 7,346,096 | | 17,480,462 | 31,585,952 | 4,020,909,553 | 4,590,156,293 |
| At 31 Dec. 2018 | 476,600,000 | 33,659,989 | 14,096,096 | 1 | 26,760,135 | 27,917,865 | 2,517,461,988 | 3,096,496,073 |

NOTES (CONTINUED)

PROPERTY AND EQUIPMENT (PRIOR YEAR)

| Description | Land | Furniture and Fittings | Motor Vehicles TZS | Library Books TZS | Machinery and Equipment | Computers TZS | Work in Progress- Wakili House | Total TZS |
|---|----------------------------|---------------------------|--------------------------|-------------------------|-------------------------------|---|---|------------------------|
| Cost At 1 January 2018 476,600,000 Additions | 476,600,000 | 61,683,566 | 57,646,857 | 21,897,200 | 58,736,649 | 111,037,479 | 893,532,423 1,623,929,565 | 1,681,134,174 |
| Revaluation Gains At 31 December | 476,600,000 | 32,067,500 | 27,000,000 84,646,857 | 21,897,200 | 45,370,038 104,106,687 | 29,730,713 | 2,517,461,988 | 3,472,976,988 |
| Accumulated depreciation At 1 January 2018 - Charge for the - | ciation - | 60,143,934 | 57,646,857 12,903,904 | 21,897,200 | 56,991,135 | 56,991,135 111,037,479 | 1 3 | 307,716,605 68,764,311 |
| year At 31 Dec. 2018 | , I | 77,606,075 | 70,550,761 | 21,897,200 | 20,355,417 77,346,552 | 20,355,417 18,042,848 77,346,552 129,080,327 | (0 | 376,480,915 |
| Net book value At 31 Dec. 2018 At 31 Dec. 2017 | 476,600,000 476,600,000 | 33,659,989 1,539,632 | 14,096,096 | 1 | 1,745,514 | 26,760,136 | 26,760,136 2,517,461,988 3,096,496,073 - 893,532,424 1,373,417,570 | 3,096,496,073 |

NOTES(CONTINUED)

14. INTANGIBLE ASSETS

| | 2019 | 2018 |
|------------------------------------|-------------|-------------|
| Cost | TZS | TZS |
| At start of the year | 58,234,610 | 58,234,610 |
| | 58,234,610 | 58,234,610 |
| Accumulated amortization | | |
| At start of the year | 29,654,517 | 10,262,392 |
| Amortization charge | 19,392,125 | 19,392,125 |
| At 31 December | 49,046,642 | 29,654,517 |
| Carrying value | 9,187,968 | 28,580,093 |
| 15. TRADE AND OTHER RECEIVABLES | | |
| Customer control Account | 50,794,618 | |
| Staff advances and imprest | 23,935,625 | 36,648,108 |
| Prepaid expenses | 12,005,109 | 30,125,898 |
| Chapters control account | 18,049,626 | (1,095,258) |
| | 104,784,977 | 65,678,748 |
| 16. CASH AND BANK BALANCES | | |
| Cash in hand | 106,900 | 633,630 |
| BARCLAYS A/C no 0156004928 | 1,018,000 | 1,018,000 |
| CRDB Bank – TZS Accounts | 197,811,869 | 230,182,029 |
| ECO Bank - TZS Account | 5,550,075 | 6,458,255 |
| EXIM Bank – TZS Accounts | -646,236 | 7,182,089 |
| KCB Bank – TZS Account | 44,463,291 | 1,172,751 |
| NBC –TZS Account | 5,658,407 | 1,282,397 |
| NMB –TZS Account | 33,433,159 | 21,842,903 |
| Tanzania Women Bank – TZS Account | 764,577 | 32,380,053 |
| TLS M PESA Collection Account | 632,780 | = |
| EXIM A/C no 786328286 - TLS Arusha | 1,900,000 | 20.140.555 |
| CRDB Bank - USD Accounts | 5,263,816 | 39,148,502 |
| CRDB TZS Account (LAAC Project) | 66,918,678 | 71,340,696 |
| | 362,768,416 | 412,641,304 |

NOTES(CONTINUED)

17. CAPITAL GRANTS

Capital grant comprises members' contributions toward the LAAC Project. Capital Grant during the year was TZS 1,515,435,476; this is in respect of the expenditure incurred for construction of "Wakili House". Total capital grant as at 31st December 2019 was TZS 3,001,615,911; comprised of;

| Balance 01st January 2019 | 1,486,180,435 |
|--------------------------------------|---------------|
| Expenditure incurred during the year | 1,515,435,476 |
| Total 31st December 2019 | 3,001,615,911 |

There is no grant amortized as the building is still under construction.

18. TRADE AND OTHER PAYABLES

| | 2019 | 2018 |
|--|-----------------|-----------------|
| | <u>TZS</u> | TZS |
| Trade payables | 672,619,417 | 59,420,471 |
| Accounting Accruals | - | 16,630,000 |
| DATF Contribution Payable | 2,060,000 | 2,020,000 |
| EALS Subscriptions Payable | 11,299,824 | 10,310,503 |
| Social Security Contr. Payable | 18,885,101 | 100,581,298 |
| PAYE, SDL & Other Taxes Payable | 5,138,979 | 1,782,714 |
| HESLB Staff Loans Payable | 953,646 | 805,896 |
| WCF Payable | 2,212,584 | 6,009,727 |
| Other payable | | 11,941,443 |
| Total | 713,169,549 | 209,502,052 |
| 19. DEFERRED CONTRIBUTIONS Actual contributions: | | |
| At 1 January | 71,340,696 | 73,756,407 |
| Contributions received during the year | 1,515,435,477 | 663,988,707 |
| DATF LOAN | 124,000,245 | 400,100,658 |
| Total contributions available | 1,710,776,418 | 1,137,845,772 |
| Payments to the contractor during the year | (1,639,289,397) | (1,066,505,076) |
| Total capital expenditure for the year | (1,639,289,397) | (1,066,505,076) |
| Balance as at 31 December | 71,487,021 | 71,340,696 |
| | | |

NOTES(CONTINUED)

20. DATF LOAN

This is a loan from Deceased Advocates Trust Fund (DATF) an organ within TLS, which was requested by the Governing Council to support construction works for WAKILI house. The loan was received in two instalments; first instalment of TZS 400,000,000 was received in July 2018 payable by December 2019 at a rate of 10% p.a.

Second of instalment of TZS 124, 100,000/- from the same source was received in August 2019 payable by December 2019 at the same rate of 10% p.a.

NOTES(CONTINUED)

21. DEFERRED REVENUE GRANTS - DEVELOPMENT PARTNERS

| Description | At 1 January 2019 | Funds received during the year | Transfer to Grant Income during the year | Refund to Donor | At 31 December 2019 T7S |
|---|-------------------------|--------------------------------|--|--------------------|-------------------------------|
| CBA Grant | 60,267,804 | 380,313,205 | (359,408,639) | | 81,172,370 |
| LSF | 135,342,886 | 250,000,000 | (191,665,761) | | 193,677,125 |
| The Foundation for Civil Society | 16,332,843 | 10,700,000 | (27,032,843) | | |
| UNICEF | 8,609,040 | | (12,278,690) | | |
| Global Road Safety Project- Advocacy for | 20,798,750 | 47,639,799 | (68,438,550) | | |
| Freedom House - Counter Violent Extremism | 595,979 | | (595,978) | | |
| Railway Children Africa-RCA | 3,485,199 | 27,001,639 | (30,486,838) | | |
| OISEA | | 108,489,799 | (130,332,091) | | (21,842,312) |
| PACT | | 36,679,499 | (28,168,199) | (8,511,300) | (8,511,300) |
| UNDP | | 35,000,000 | (23.645.500) | | (11,354,500) |
| | 245,432,501 | 895,823,922 | (872,053,088) | 8,511,300 | 260,692,033 |

NOTES(CONTINUED)

22. RELATED PARTY TRANSACTIONS AND BALANCES

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial or operational decisions. The volume of related party transactions for the year was as follows:

22.1. TRANSACTIONS WITH KEY MANAGEMENT PERSONNEL

Key management personnel are described as those persons having authority and responsibility for planning, directing and controlling the activities of the Society, directly or indirectly. The Society's key management is the Chief Executive Officer and the Finance Manager. Compensations of the Society's key management personnel include basic salaries, transport allowances, housing allowance, telephone allowance and post-employment benefits.

The compensation paid to key management personnel and Governing Council members is shown below:

| | 2019 TZS | 2018 TZS |
|-------------------------------------|-------------|-------------|
| 22.1.1. Key management personnel: | 125 | 125 |
| Salaries and short term benefits | 342,900,000 | 279,300,000 |
| Post-employment retirement benefits | 34,290,000 | 27,930,000 |
| | 377,190,000 | 307,230,000 |
| 22.1.2. Governing Council Members: | ·= | |
| Sitting allowance | 9,594,500 | 12,917,000 |
| Members fees | 12,000,000 | 16,800,000 |
| | 21,594,500 | 29,717,000 |

23. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

Capital commitments

There was no capital commitments entered by the Society as at year end.

Contingent liabilities

There were no contingent liabilities as at year end.

24. PENDING LEGAL CASES'CLAIM CONTINGENCIES

Case number cma/kin/373/12/237; Emilia Siwinga vs TLS which was pending in the year 2019 was settled out of the court during the year under review. The ruling was out of favor to TLS and total of TZS 41,766,667 was paid to settle the case.

NOTES(CONTINUED)

25. LEASES

The Society had a one-year lease agreement with MS Audrey Mathew Chando for the Secretariat office which expired on 30th September 2019.

26. REVALUATION SURPLUS

There was no revaluation during the year.

27. EVENTS AFTER THE REPORTING END DATE

There are no known events that have impacted on the results for the year and the statement of affairs of the Society after the reporting date.