

To the Network Committee of

# International Federation of the Blue Cross

Gesellschaftsstrasse 78 CH-3012 Berne

Report of the statutory auditor on the limited statutory examination of the financial statements for the year 2014

(for the year ended 31 December 2014)

20 May 2015 170-22-933 / kho



Report of the statutory auditor on the limited statutory examination to the Network Committee of

International Federation of the Blue Cross, Berne

As statutory auditor, we have examined the financial statements (balance sheet, income statement, cash flow statement, statements of changes in funds and organisation capital and notes) of the International Federation of the Blue Cross for the year ended 31 December 2014. In accordance with Swiss GAAP FER 21 the performance report has not been audited.

These financial statements in accordance with Swiss GAAP FER 21 and the requirements of Swiss law and the association's articles of incorporation are the responsibility of the Network Committee. Our responsibility is to perform a limited statutory examination on these financial statements. We confirm that we meet the licensing and independence requirements as stipulated by Swiss law.

We conducted our examination in accordance with the Swiss Standard on the Limited Statutory Examination. This standard requires that we plan and perform a limited statutory examination to identify material misstatements in the financial statements. A limited statutory examination consists primarily of inquiries of company personnel and analytical procedures as well as detailed tests of company documents as considered necessary in the circumstances. However, the testing of operational processes and the internal control system, as well as inquiries and further testing procedures to detect fraud or other legal violations, are not within the scope of this examination.

Based on our limited statutory examination, nothing has come to our attention that causes us to believe that the accompanying financial statements do not give a true and fair view of the financial position, the results of operations and the cash flows in accordance with Swiss GAAP FER 21 or not comply with Swiss law and the association's articles of incorporation.

We further confirm that the requirements of the ZEWO foundation, which have to be tested according to the implementing regulations concerning Article 12 of the Regulation on the ZEWO quality seal, are met.

Berne, 20 May 2015

Karel Hojac

**BDO Ltd** 

Licensed Audit Expert Auditor in Charge Thomas Stutz

Licensed Audit Expert

**Enclosures** 

Financial statements

# BALANCE SHEET AS AT 31 DECEMBER 2014

	Notes	31.12.2014 CHF	31.12.2013 CHF
ASSETS			
Current assets			
Cash and cash equivalents Short term receivables Accrued assets Total Current assets	1 2 3	1'529'633.80 33'235.35 27'835.21 1'590'704.36	2'022'751.22 51'666.82 15'210.10 2'089'628.14
		1000704.00	2 000 020.14
Fixed assets			
Financial assets Furniture and equipment	4	0.00 2'094.65	2'100.00 2'720.65
Total Fixed assets		2'094.65	4'820.65
TOTAL ASSETS		1'592'799.01	2'094'448.79

# **BALANCE SHEET AS AT 31 DECEMBER 2014**

	Notes	31.12.2014 CHF	31.12.2013 CHF
LIABILITIES AND EQUITY			
Current liabilities			
Trade accounts payable Other liabilities Accrued liabilities	5 6	41'854.99 55'000.00 110'880.28	24'967.92 618'093.11 142'930.11
Total Current liabilities		207'735.27	785'991.14
Funds			
Chad Congo Brazzaville Brasil Namibia Eastern Europe General Assembly		34'882.49 60'949.80 23.99 9'225.28 1'850.00 1'190.00	0.00 0.00 0.00 0.00 0.00 0.00
Total Funds		108'121.56	0.00
Equity			
Paid in capital General reserve Organisation reserve Solidarité Organisational Development		433.25 10'000.00 315'249.67 331'300.66 616'873.71	433.25 10'000.00 315'249.67 331'129.61 616'873.71
Retained earnings Balance brought forward from prior year Result for the year		34'771.41 -31'686.52 3'084.89	29'112.40 5'659.01 34'771.41
Total Equity		1'276'942.18	1'308'457.65
TOTAL LIABILITIES AND EQUITY		1'592'799.01	2'094'448.79

# **INCOME STATEMENT 2014**

	Notes	2014	2013
INCOME		CHF	CHF
Contributions Blue Cross Norway Donations and contributions Other income	7	1'177'086.51 172'469.00 0.00	2'084'761.20 113'759.69 12'413.12
Income TV Campaign		1'349'555.51	2'210'934.01
Membership contributions Donations and contributions Services Other income		158'002.87 141'884.88 0.00 12'565.60	196'590.76 51'553.13 61'662.15 0.00
Income IFBC		312'453.35	309'806.04
TOTAL INCOME		1'662'008.86	2'520'740.05
EXPENSES			
TV Campaign Other projects	8 9	1'381'450.92 18'496.98	2'206'329.06 0.00
Direct project expenses		1'399'947.90	2'206'329.06
Personnel expenses Travel and representation Rental expenses Maintenance IT Administrative expenses Fundraising expenses Depreciation	10	64'657.33 2'056.02 8'338.22 6'232.43 5'036.55 57'192.13 368.40	129'639.54 2'386.66 9'712.92 8'094.49 4'744.49 16'197.79 3'173.72
General secretariat		143'881.08	173'949.61
Travel and representation Administrative expenses Provision for General Assembly 2016 Adjustment of value membership fees Federation		11'753.50 516.30 25'000.00 -1'000.00	7'791.10 3'482.87 30'000.00 24'753.15 66'027.12
TOTAL EXPENSES		1'580'098.78	2'446'305.79
OPERATING RESULT (amount to be carried or	ver)	81'910.08	74'434.26

# **INCOME STATEMENT 2014**

Notes	2014	2013
	CHF	CHF
OPERATING RESULT (amount carried over)	81'910.08	74'434.26
Financial income incl. foreign exchange profit Financial cost incl. foreign exchange loss	422.74 -5'726.73	1'017.10 -187.40
Financial result	-5'303.99	829.70
Net result of sale of share Adjustment of value receivables projects	0.00 0.00	0.00 -4'604.95
Other result	0.00	-4'604.95
OPERATING RESULT BEFORE CHANGES IN FUNDS	76'606.09	70'659.01
Allocation to project funds Transfer from funds	-289'710.56 181'589.00	0.00 0.00
Funds result	-108'121.56	0.00
RESULT BEFORE ALLOCATION	-31'515.47	70'659.01
Allocation to Solidarité	-171.05	0.00
Allocation to organisational development	0.00	-65'000.00
RESULT FOR THE YEAR	-31'686.52	5'659.01

# **CASH FLOW STATEMENT 2014**

- + Cash flow in
- Cash flow out

- Cash now out	2014	2013
	CHF	CHF
RESULT FOR THE YEAR	-31'686.52	5'659.01
Depreciation of fixed assets	2'305.00	2'912.00
Adjustments of value projects	0.00	4'604.95
Allocation to funds	289'881.61	65'000.00
Changes		
Short term receivables	18'431.47	98'545.07
Accrued income	-12'625.11	12'043.25
Trade accounts payable	16'887.07	20'708.92
Liability due to BC Norway	-563'093.11	-568'019.35
Accrued liabilities	-32'049.83	74'492.71
CASH FLOW FROM OPERATIONS	-311'949.42	-284'053.44
Acquisition of fixed assets	-1'679.00	-1'685.70
Disposal of financial assets	2'100.00	-2'100.00
CASH FLOW FROM INVESTING ACTIVITIES	421.00	-3'785.70
Expenses in funds		
Brasil	-19'000.00	0.00
Chad	-67'694.50	0.00
Congo	-83'394.50	0.00
Namibia	0.00	0.00
Eastern Europe	-11'500.00	0.00
General Assembly	0.00	0.00
CASH FLOW FROM PROJECT ACTIVITIES	-181'589.00	0.00
CHANGES OF CASH	-493'117.42	-287'839.14
CHARGES OF CASH	<del>-433       .42</del>	-207 039.14
EVIDENCE OF CHANGES		
Opening balance of cash and cash equivalents as of 1 January	2'022'751.22	2'310'590.36
Closing balance of cash and cash equivalents as of 31 December	1'529'633.80	2'022'751.22
CHANGES OF CASH	-493'117.42	-287'839.14

# STATEMENT OF CHANGES IN FUNDS

					Eastern	General	
	Brasil	Chad	Congo	Namibia	Europe	Assembly	Total
	CHF	CHF	CHF	CHF	CHF	CHF	CHF
Opening balance 1.1.2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Closing balance 31.12.2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Allocation	19'023.99	102'576.99	144'344.30	9'225.28	13'350.00	1'190.00	289'710.56
Withdrawal	-19'000.00	-67'694.50	-83'394.50	0.00	-11'500.00	0.00	-181'589.00
Closing balance 31.12.2014	23.99	34'882.49	60'949.80	9'225.28	1'850.00	1'190.00	108'121.56

# STATEMENT OF CHANGES IN ORGANISATION CAPITAL

	Paid in	General	Organisation		Organisational	Retained	
	capital	reserve	reserve	Solidarité	Development	earnings	Total
	CHF	CHF	CHF	CHF	CHF	CHF	CHF
Opening balance 1.1.2013	433.25	10'000.00	315'249.67	331'129.61	551'873.71	29'112.40	1'237'798.64
Allocation					65'000.00		65'000.00
Result for the year						5'659.01	5'659.01
Closing balance 31.12.2013	433.25	10'000.00	315'249.67	331'129.61	616'873.71	34'771.41	1'308'457.65
Allocation				171.05			171.05
Result for the year						-31'686.52	-31'686.52
Closing balance 31.12.2014	433.25	10'000.00	315'249.67	331'300.66	616'873.71	3'084.89	1'276'942.18

#### NOTES TO THE ANNUAL FINANCIAL STATEMENT 2014

#### THE ORGANISATION

The International Federation of the Blue Cross (IFBC), founded in 1886, is a non-governmental umbrella organisation for health development supported by qualified specialists who, either as regular employees or on a voluntary basis, have dedicated themselves to the aim of helping people who suffer from alcohol or drug addiction. The IFBC assists its member organisations in acquiring expertise and has implemented projects around the world which have a sustainable impact. These have been financed since 2009 mainly by the funds of the "Norwegian TV Campaign". The TV Campaign is a national fundraising event which is conducted annually by the Norwegian Broadcast NRK. In 2008 the earnings of the TV campaign was given to the Blue Cross of Norway, which generously gave half of these funds to the IFBC to finance its projects. 2014 was the final year of TV Campaign funding. During 2014 IFBC has invested on networking, PR events and fundraising in order to create a new funding base for the organisation and change from single donor emphasis to multiple donor model. As a result of lower income there have been staff- and cost reductions in all aspects of the work.

#### **ACCOUNTING BASIS**

In the reporting year the Annual Financial Statement was prepared according to Swiss GAAP FER (Swiss accounting and reporting regulations), in particular Standard 21 "The accounting for charitable, social non-profit organizations".

#### **ACCOUNTING AND VALUATION PRINCIPLES**

The balance sheet items are valuated according to uniform rules. Nominal values and the acquisition costs generally form the basis for the valuation. The most important valuation principles are explained as follows:

#### Cash and cash equivalents

Cash and cash equivalents include cash balance, postal and bank accounts with a period of up to 3 months. The valuation is done at nominal value. Bank accounts in foreign currency are translated at the exchange rate on the balance sheet date.

#### Marketable securities

Securities listed on the stock exchange are valuated at the rate of exchange on the balance sheet date.

### Short term receivables

Receivables of the current assets are reported in the balance sheet at their nominal value minus allowance for doubtfull debts.

#### **Accrued assets**

The balances include prepaid expenses and deferred income of the following year and earnings that have not yet been received.

### **Financial investment**

Financial investment and financial assets without market value are presented in the balance sheet at acquisition costs. The necessary provision for impairment losses will be deducted.

### Fixed assets

The fixed assets are valuated at acquisition cost less depreciation. An acquisition value of CHF 1'000 was specified as lower threshold for capitalization. The depreciation is provided using the scheduled straight line method over the expected useful life of the assets:

IT-Systems 3 years
Office equipments 5 years

#### Liabilities

Liabilities that are to be paid within a year are reported in the balance sheet at their nominal value.

#### **Accrued liabilities**

This includes accruals and deferrals for services already rendered, for which however no invoices have yet been received in the reporting period. The accounting is done at estimated nominal values.

#### **Provisions**

Provisions are recognised, when a present obligation exists from a past event, probably a cash outflow and its amount and / or settlement date still uncertain, but is estimable.

#### Foreign currency translation

Transactions and finance items in foreign currency are translated at the monthly exchange rates at the time of the transaction. In case of annual financial statements of the projects in foreign currencies, the balance sheet and the income statement are translated at the rate of exchange on the balance sheet date.

#### **FUNDS**

Since IFBC has received the ZEWO Seal in 2014 we have changed the principles for Funds. For transparency reasons all earmarked income is transferred to the dedicated funds. The withdrawal for use of this funds is shown sepearately in the income statement. The Solidarité and Organisational development funds have been reallocated to the organisation capital.

The purposes of the new funds are as follows:

#### Brasil, Chad, Congo, Namibia, Eastern Europe

These funds were set up for income from earmarked donations and contribution for recent IFBC projects.

#### **General Assembly**

The purpose of this fund is to support the participation of small member organisations at the General Assembly and the Training during General Assembly. The income includes small earmarked donations to the MO countries.

### ORGANISATION CAPITAL

### The organisation capital comprises the following:

- free paid-in capital
- free general reserve
- free organisation reserve
- Solidarité Fonds
- Organisational Development Fonds
- free retained earnings

### Solidarité

This fund is supposed to support the introduction and development of new member organizations in countries without previous Blue Cross activities, assist national BC federations which experience difficulties due to special circumstances or a catastrophe. Besides, projects within the scope of the program "HIV / Aids and Alcohol" and the development of the pilot projects are to be supported. Nevertheless, 50% of the current projects are to be financed by other means.

### **Organisational Development**

Serves the purpose of stabilization of the work of the International Federation of the Blue Cross according to the TV Campaign and is supposed to compensate possible losses. It can be used for financing fund-raising projects, sharing of knowledge between the member organizations and for lobbying for the international health and alcohol legislation.

### ADDITIONAL INFORMATION TO THE BALANCE SHEET

1 Cash and cash equivalents	31.12.2014 CHF	31.12.2013 CHF
Divided in foreign currencies this position is as follows:		
in CHF	1'194'753.07	1'154'817.38
in EUR	63'318.70	98'974.69
in NOK	269'161.49	767'775.93
Other various currencies	2'400.54	1'183.22
Total	1'529'633.80	2'022'751.22
There of cash flow of TVC	0.00	803'080.87

These funds have been provided from funds of the TV Campaign of the Norwegian Blue Cross and are to be used exclusively for the realization of TVC Projects. On 31 December 2014 the TV Campaign funding has ended. Therefore the cash flow is 0.00 CHF.

### 2 Short term receivables

Membership fees	19'535.50	114'164.70
Allowance for outstanding fees	-3'669.25	-114'114.70
Local organisations TVC projects	16'601.35	50'485.35
Various	767.75	1'131.47
Total	33'235.35	51'666.82

The allowance for outstanding membership fees were decided by the finance commission as a result of the high outstanding amounts of the membership fees from the years 2010, 2011, 2012 and 2013. The IFBC relies on timely payment of the membership fees to run the federational activities and support the member organisations. The value adjustment does not mean that defaulting members are released from their duty to pay membership fees which are still outstanding. However, once payment level is negotiated with IFBC for any one year and MO has fullfilled this level, there is no remaining balance recorded.

#### 3 Accrued assets

Prepaid flight tickets	1'042.60	652.50
Prepaid insurance contribution	8'263.01	11'188.00
Donation from "Sie helfen wir helfen 2014"	18'444.60	0.00
Various	85.00	3'369.60
Total	27'835.21	15'210.10

4	Furniture and equipment	Office		
		Equipment	IT Systems	Total
	Acquisition value	CHF	CHF	CHF
	Opening balance 1.1.2014	1.00	22'238.65	22'239.65
	Increase	0.00	1'679.00	1'679.00
	Decrease	0.00	0.00	0.00
	Closing Balance 31.12.2014	1.00	23'917.65	23'918.65
	Depreciation			
	Opening balance 1.1.2014	0.00	19'519.00	19'519.00
	Increase	0.00	2'305.00	2'305.00
	Closing balance 31.12.2014	0.00	21'824.00	21'824.00
	Balance Sheet Value as at 31.12.2014	1.00	2'093.65	2'094.65
	Balance Sheet Value as at 31.12.2013	1.00	2'719.65	2'720.65
5	Other liabilities		31.12.2014 CHF	31.12.2013 CHF
	This position consists of received prepayments			
	from Blue Cross Norway and		0.00	572'496.06
	Other liablilies towards projects (Chile / Prev. Manual Sub Sa	haran Africa)	0.00	15'597.05
	General assembly		55'000.00	30'000.00
	Total		55'000.00	618'093.11
6	Accrued liabilities			
	Unused holiday and overtime		7'729.78	10'368.00
	Audit fees TVC projects and IFBC		49'158.90	44'646.31
	Support costs closing TVC at IFBC during audit		40'000.00	72'459.60
	Various		13'991.60	15'456.20
	Total		110'880.28	142'930.11

# ADDITIONAL INFORMATION TO THE INCOME STATEMENT

		2014	2013
7	TV Campaign	CHF	CHF
	a) Donation and contribution		
	Bread for All	18'189.00	110'000.94
	DEZA (SDC)	112'900.00	0.00
	SDW	15'000.00	0.00
	Stichting SAB	0.00	3'758.75
	Lotteriefonds Bern	20'000.00	0.00
	Other	6'380.00	0.00
	Total	172'469.00	113'759.69
8	b) Expenses		
	Romania	-34.22 *	228'059.73
	Romania Donation	0.00	1'015.65
	Poland SAB	0.00	5'827.19
	Russia BC Nyon	0.00	2'100.09
	Czech Republic Brazil	46.69 60'682.04	253'151.98 281'533.82
	Chile	67'290.09	51'369.76
	Group A	127'984.60	823'058.22
	*Negative project costs: audit fees lower than originally budgeted.		
	Chad	177'789.87	136'188.05
	Congo	193'285.05	40'227.59
	Congo Forum Syd	0.00	483.49
	Latvia	1'196.35	103'387.84
	India	0.00	1'788.24
	Namibia	219'042.08	178'661.23
	Namibia SAB	0.00	6'779.95
	Lesotho ICDP	0.00 0.00	51.23 69'198.81
	Kenya South Africa	1'068.86	62'242.97
	Group B	592'382.21	599'009.40
	Internetbased E-Learning	0.00	16'096.06
	Multinational Training	157'769.61	253'097.49
	Alcohol Policy Training	235'296.20	253'648.18
	Portfolio of Stories	257'598.54	77'808.82
	Alcohol Prevention Ressource Sub Saharan Africa	0.00	18'518.71
	Prevention Regional Workshop Uganda	0.00	34'459.93
	Self Help	0.00	89'773.21
	Group C	650'664.35	743'402.40
	Total direct project expenses	1'371'031.16	2'165'470.02
	The direct project expenses are divided as follows:		
	Project expenses	1'099'956.22	1'428'295.11
	Personnel expenses	241'773.04	545'332.06
	Travel and representation expenses	24'437.75	191'174.53
	Maintenance expenses	4'864.15	668.32
	Total direct project expenses	1'371'031.16	2'165'470.02
	Administrative expenses	8'769.79	72'876.98
	Finance income incl. foreign exchange profit	-2'712.76	-41'090.65
	Finance expense incl. foreign exchange loss	4'362.73	9'072.71
	Total	1'381'450.92	2'206'329.06

2014	2013
CHF	CHF
496.45	0.00
500.53	0.00
6'000.00	0.00
1'500.00	0.00
10'000.00	0.00
18'496.98	0.00
10'865.65	0.00
7'631.33	0.00
0.00	0.00
0.00	0.00
18'496.98	0.00
	CHF  496.45 500.53 6'000.00 1'500.00 10'000.00  18'496.98  10'865.65 7'631.33 0.00 0.00

### 10 Personnel expenses and compensation

The members of the Network Committee do not receive any compensation for their work for the respective institutions. In the reporting year actual travel expenses of CHF 30'323.31 were reimbursed (previous year CHF 35'202.06).

Salary of General Secretary incl. social security Other salaries including social security Other personnel expenses and training	125'000.00 341'480.70 4'173.83	150'000.00 531'336.79 11'892.20
Total personnel expenses	470'654.53	693'228.99
Thereof TVC projects	381'287.75	563'589.45
Therof IFBC projects	1'209.45	0.00
Thereof Fundraising	23'500.00	0.00
Personnel expenses IFBC	64'657.33	129'639.54

The total cost of wages of the General Secretary in 2014 amounted to CHF 125'000 for a work level of 80 % (previous year: CHF 150'000 General Secretary for a work level of 100 %). The salary for the General Secretary includes the employers' contribution for social security and other insurances as well as travel and accomodation costs to/from and in Berne of the General Secretary based in Finland.

### 11 Fundraising

PR material, call for donation	15'692.13	16'197.79
External fundraiser	18'000.00	0.00
Salary incl. social security part time fundraising and networking officer	23'500.00	0.00
	57'192.13	16'197.79

The salary of the fundraising and networking officer was reallocated to fundraising in 2014 for the first time. The mandate for the external fundraiser was for 2014 only.

#### ADDITIONAL INFORMATION TO THE FINANCIAL STATEMENTS

### Gratuitous services by third party

No significant gratuitous services were provided by third parties.

### Gratuitous services to third parties

In both reporting years no gratuitous services were provided.

	2014	2013
Payments to Blue Cross Organisation	CHF	CHF
Blue Ribbon Finland - Service Fee General Secretary mandate Blaukreuz Familienferienstätte, Holzhausen Germany - NC meeting 2013,	125'000.00	150'000.00
2014 & Multinationaltraining Europe 2014	7'648.85	3'818.60
Blaues Kreuz Kantonalverband, Bern, Switzerland - Service Fee Finance		
assistant mandate	19'259.10	20'478.90
Roundabout, Kanton Aargau Luzern - PR-Event April 2014	200.00	0.00
Roundabout, Kanton Bern - PR Event April 2014	300.00	0.00
Blaukreuz Ferienzentrum, Aeschiried, Switzerland - Team retreat	857.40	1'492.40
Fire insurance value of fixed assets		
Office equipment and IT-systems	60'000.00	60'000.00

#### Risk assessment

The Network Committee has carried out risk assessments periodically. The measures resulting from it were initiated so that the identifiable risks could be avoided, lessened or passed on.

### Events after the balance sheet date

The present Annual Financial Statement was approved by the Finance Commission on 7th of May, 2015 and released for publication. Since the balance sheet date no event has occurred which will have a significant impact on the Annual Financial Statement of 2014.