

### FINANCIAL STATEMENTS FOR THE YEAR ENEDED

**DECEMBER 31, 2018** 

# JOINT AUDITORS TO THE AGENCY

OAK PROFESIONALS (CHARTERED ACCOUNTANTS)

AGBO & ASSOCIATES
(CERTIFIED NATIONAL ACCOUNTANTS)

SIKIRU OLARIBIGBE & ASSOCIATES (CERTIFIED NATIONAL ACCOUNTANTS)

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### **GOVERNING BOARD, MANAGEMENT AND FINANCIAL ADVISERS**

YEAR ENDED DECEMBER 31, 2018

**Governing Board** 

Alhaji B. S Gambo

Dr. Garba Abari

Chairman

**Director General** 

**Management Team** 

Dr. Garba Abari

Alhaji. B. S.Gambo

Mr. Ogunkuade Martins Kehinde

Mrs. Mette Edekobi

Mr. Davidson Aminu Mrs. Remi Afolabi

Ngozi E. Ekeoba

Mr. Comusal 7. Court

Mr. Samuel Z. Soughul Mr. Chantu Musa

Mrs. Ruth Ogun

Hajia Ahmed Mope

Mr. Jibril Salihu

Haj. Amina Elelu-Ahmed

**Director General** 

Director, Finance and Accounts

Director, Admin and Human Resources

Director, Special Duties/State Operations

Director, Documentation, Translation and Publications

Director, Procurement

Director, Political, Civil, Ethics and Values

Director, Planning, Research and Strategy

Director, Mass Mobilization

Director, Orientation and Behavioral Modification

Director, General Services

Director, Reform Cordination and Service Improvement

Director, Legal

Block B, Federal Secretariat

Area 1, Garki, Abuja

**Joint Auditor:** 

Address:

OAK PROFESSIONAL SERVICES

(Chartered Accountants)

No. 9, Yahaya Gusau Road, Television GRA, Kaduna

AGBO & Associates

(Certified National Accountants)

Nº 43 Anthony Enahoro Street, Utako, Abuja

SIKIRU OLARIBIGBE & Associate

(Certified National Accountants)

Bratim Training Centre, National Library Office

Central Business District, Abuja

Bankers:

Central Bank of Nigeria

### **FINANCIAL HIGHLIGHTS**

AS AT DECEMBER 31, 2018

	2018 <del>N</del> ' 000	2017 ₦' 000	% Change
RECURRENT GRANTS RECEIVED	184,584	185,179	-0.32%
PERSONNEL GRANTS RECEIVED	5,280,511	4,511,395	17%
OTHERS	-	-	0%
OPERATING EXPENSES	5,510,166	4,707,302	17%
DEPRECIATION	9,833	1,565	528%
SURPLUS/(DEFICIT) FOR THE YEAR	(45,071)	(10,728)	320%
CAPITAL GRANTS RECEIVED	583,101	155,208	276%
CAPITAL EXPENDITURE	(408,787)	(103,741)	294%
ACCUMULATED CAPITAL FUNDS	50,744	95,815	-47%
TOTAL ASSETS	419,878	289,112	45%
NET CURRENT ASSET	419,878	289,112	45%

### REPORT OF THE MANAGEMENT TEAM

### 1 Accounts

The Management Team has the pleasure in submitting its Report together with Audited Financial Statements for the year ended December 31, 2018.

### 2 Legal Form

The National Orientation Agency was established by the Federal Government of Nigeria by the National Orientation Agency Act No. 100 of Law of the Federation 2004

### 3 Principal Activities and Operational Review

The Agency perform the following functions:

- (a) Enlightenment of the general public on Government policies, programmes and activities.
- (b) Mobilization of favorable public opinion and support for Government policies, programmes and activities
- (c) Collection, Collation, Analysis and Provision of feedback from the public to the government on its policies, programmes and activities.
- (d) Establish social institution and framework for deliberate exposure of Nigerians to democratic norms and values for a virile, peaceful, united, progressive and disciplined society.
- (e) Arouse the consciousness of all categories of Nigerians to their rights and privileges, responsibilities and obligations as citizens of Nigeria.
- (f) Propagate and promote the spirit of dignity of Labor, honesty and commitment to qualitative production, promotion and consumption of home produced commodities and services.
- (g) Re-orientate the populace about power, its use and proper role of Government in serving the collective interest of Nigerians.
- (h) Propagate the need to eschew all vices in public life including corruption, dishonesty, electoral and census malpractices, ethnic parochial and religious bigotry.
- (i) Mobilize Nigerians for positive patriotic participation in and identification with National affairs and issues
- (j) Sensitize, induct and equip all Nigerians to fight against all forms of internal and external domination of resources by few individuals or groups.

### 4 Management Team

The management team as presented on the page of this account are responsible for the preparation of the financial statement which give a true and fair view of the Agency's affairs at the end of each financial year, and of the income and expenditure for that period and comply with the provisions of the National Orientation Agency Act No. 100 LFN 2004 and other relevant Laws and Accounting standards. In doing so they ensure that:

- internal control procedure are in place which, as far as it s reasonably possible, safeguard the assets, prevent and detect fraud and other irregularities;
- proper accounting records are followed;
- applicable accounting standards are followed;
- suitable accounting policies are adopted and consistently applied;
- the going concern basis is used in preparing the accounts unless it is inappropriate to presume that the agency will continue to exist
- suitable accounting policies are adopted and consistently applied;

### REPORT OF THE MANAGEMENT TEAM

5	Results for the Year	<b>2018</b> <del>N</del> ' 000	<b>2017</b> ₩' 000
	Income	5,465,095	4,696,574
	Surplus/(Deficit) for the Year	(45,071)	(10,728)
	Accumulated Fund	50,744	95,815

### 6 Property, Plant and Equipment

Movement in Property, Plant and Equipment during the year is as shown in Note 1 on page 12. In the opinion of the Management Team, the market value of the Agency's property is not less than the value shown in the Financial Statements in line with the International Financial Public Sector Accounting Standard (IPSAS 17).

### 7 Post Balance Sheet Events

There are no Post Balance Sheet Events which could have had material effect on the state of affairs of the Agency as at December 31, 2018 and the Surplus/(Deficit) for the year ended on that date which have not been provided for or disclosed in these Financial Statements.

### 8 Employment and Employee

- Employment of Physically Challenged Persons

It is the policy of the Agency that there is no unfair discrimination in considering application for employment including those from physically challenged persons.

All employees whether or not physically challenged are given equal opportunities to develop their experience and knowledge and to qualify for promotion in furtherance of their careers.

### - Health, Safety and Welfare of Employees

Health, welfare and safety regulations are in force within the Agency's premises and employees are aware of existing regulations. The Agency provides subsidies to all level of employees for medical, transportation etc. costs. In this regards, employees are advised to chose a clinic of their choice for easy medical care administration in accordance with the National Health Insurance Act. There is also group life insurance scheme for all categories of staff.

Incentive scheme are designed to meet the circumstance of each individual and implemented wherever appropriate and some of these schemes include payment of housing allowance.

The Agency maintained a non-contributory pension and gratuity scheme. However, in compliance with the Pension Reform Act 2014, the employer and employee respectively contribute 10% and 8% of pensionable emoluments. The Agency's contributions are deducted and remitted at source.

### - Employment involvement and training

The Agency is committed to keeping employees fully informed as much as possible regarding the Agency's performance and progress and seeking their views whenever practicable on matters, which particularly affect them as employee.

### REPORT OF THE MANAGEMENT TEAM

### - Employment involvement and training

Management, professional and technical expertise are the Agency's major assets and investment in their further development continues.

 The Agency's skill base has been expanded by range of training provided to enhance the opportunities for career development of its employees. Training is carried out at various levels through in-house and external courses.

### 9 Auditors

The Auditors, as listed on page 2 have indicated their willingness to continue in office.

### STATEMENT OF MANAGEMENT TEAM'S RESPONSIBILITIES

The following statement which should be read in conjunction with the statement of Auditors' responsibilities on page 7 (paragraph 2) is made to distinguish the responsibilities of the Management Team for the Financial Statements from those of the Auditors.

The Management Team is required by the enabling Act to prepare the Financial Statements, which give a true and fair view of the state of affairs of the Agency as at the end of the financial year.

The Financial Statements must be prepared on a going concern basis unless it is inappropriate to presume that the National Orientation Agency will continue in existence.

The Management Team has responsibility for ensuring that accounting records are kept which disclose, with reasonable accuracy, the financial position of the Agency.

The Management Team also has a general responsibility for taking such steps as reasonably open to them to safeguard its assets, prevent and detect fraud and other irregularities.

The Management Team considers that in preparing the Financial Statements on pages 9 to 18, they have used appropriate accounting policies, consistently applied and supported by reasonable and prudent judgment and estimates and that all applicable accounting standards have been followed.

# rofessional Services

(Chartered Accountants)

Audit & Assurance \*Tax Management \* Business Advisory No. 9 Yahaya Gusau Road, NITEL Quarters, Television GRA, Kaduna. Tel: 08035958677, e-mail: oakprofessionals@gmail.com

# AGBO & ASSOCIATES

(Certified National Accountants)

Kaita Mafayas Complex, Gwagwalada, Abuja Tel:0805 945 9828

# Sikiru Olaribigbe & Associates

(Certified National Accountants) Suite 28, Mazfallah Plaza, Karu Site, Abuja

Tel: 0803 260 8155

### REPORT OF THE JOINT AUDITORS TO THE MANAGEMENT OF NATIONAL ORIENTATION AGENCY

We have examined the Financial Statements and Notes set out on pages 13 to 16 and have obtained all the information and explanations, which we consider necessary.

### Responsibilities of Governing Council and Auditors

The Governing Council is responsible for the preparation and fair presentation of these Financial Statements in accordance with Statements of Accounting Standards issued by Financial Reporting Council and with the requirements of the Companies and Allied Matters Act, CAP C20 LFN, 2004. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the 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. Our responsibility is to express an independent opinion on these Financial Statements based on our audit.

### Basis of Opinion

We conducted our audit in accordance with International Auditing Standard and Nigerian Standards on Auditing (NSAs) issued by Institute of Chartered Accountants of Nigerian (ICAN). An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the Financial Statements. It also includes an assessment of significant estimates and judgments made by the Council in the preparation of the Financial Statements, and of whether the Accounting Policies are appropriately applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanation we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the Financial Statements are free from material misstatement(s), whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the Financial Statements.

The Financial Statements drawn up in conformity with the NSAs and Nigeria Accounting Standards issued to date by the Financial Reporting Council are in agreement with the Books of Accounts, and comply with the provisions of Section 5 (4) of Act (Decree) No. 85 of 28th September, 1979, as amended.

### Opinion

In our opinion, the Agency's Financial Statements give a true and fair view of the state of affairs of the Agency as at 31st December, 2018 and of its deficit and cashflow statement for the year ended on that date.



Kenneth Osondu Onyeanula, CITN, FCA FRC/2014/ICAN/00000008650

(Chartered Accountants).

Emmanuel Agbo, Bsc, Msc, FCNA FRC/2016/ANAN/00000014075 For: AGBO & ASSOCIATES

(Certified National Accountants).



Batula Ola Sikiru, MBA, Msc, CITN, FCNA FRC/2014/ANAN/000000007025 For: SIKIRU OLARIBIGBE & ASSOCIATES (Certified National Accountants).

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### STATEMENT OF FINANCIAL POSITION

#REF

	Notes	<b>2018</b> <del>N</del> ' 000	<b>2017</b> ₩' 000
NON CURRENT ASSETS PROPERTY, PLANT AND EQUIPMENT CAPITAL WORK-IN-PROGRESS	1 2	192,605 121,773 <b>314,378</b>	140,961 121,773 <b>262,734</b>
CURRENT ASSETS ADMINISTRATIVE AND OTHER RECEIVABLES INVENTORIES CASH AND CASH EQUIVALENT	3 4 5	11,478 688 93,334 105,500	19,016 2,193 5,170 <b>26,379</b>
TOTAL ASSETS		419,878	289,112
FUNDS ANDLIABILITIES			
ACCUMULATED FUNDS CAPITAL RESERVES	6 7	50,744 284,882	95,815 110,568
FUNDS		335,626	206,383
CURRENT LIABILITIES	8	84,252	82,730
TOTAL FUNDS AND LIABILITIES		419,878	289,112

Dr. Garba Abari

Director General

Mr. Jibril Salihu
Director, Finance and Accounts

The Statement of Accounting Policies on page 8 and Notes and Schedules on pages 11 to 18 form part of these Financial Statements.

### STATEMENT OF PERFORMANCE

FOR THE YEAR ENDED DECEMBER 31, 2018

	NOTES	<b>2018</b> <del>N</del> ' 000	<b>2017</b> ₦' 000
OVERHEAD AND PERSONNEL GRANTS	10	5,465,095	4,696,574
GENERAL OFFICE EXPENSES	11	130,552,	117,474
PERSONNEL COST	12	5,293,785	4,520,485
MAINTENANCE & RUNNING COSTS	13	52,167	37,000
UTILITY AND COMMUNIACATION	14	7,580	10,144
PROFESSIONAL FEES	15	16,249	20,633
DEPRECIATION	16	9,833 <b>5,510,166</b>	1,565 <b>4,707,302</b>
SURPLUS/(DEFICIT) CARRIED FORWARD	9	(45,071)	(10,728)

The Statement of Accounting Policies on page 8 and Notes and Schedules on pages 11 to 18 form part of these Financial Statements.

### **CASH FLOW STATEMENT**

FOR THE YEAR ENDED DECEMBER 31, 2018

	<b>2018</b> ₦' 000	<b>2017</b> ₦' 000
CASH FLOW FROM OPERATING ACTIVITIES Surplus on Income and Expenditure Accounts Depreciation charged	(45,071) 9,833 (35,238)	(10,728) 1,565 <b>(9,163)</b>
Working Capital Changes Changes in Debtors and Prepayments Changes in Inventories Changes in Work-In-Progress Changes in Creditors and Accruals	7,538 1,505 - 1,523 10,566	5,087 3,210 (25,603) 2,429 (14,878)
Net Cash Generated from Operations	(24,672)	(24,040)
CASH FLOW FROM FINANCING ACTIVITIES Capital Grants Received Capital Grants Expended Returned to Sub-treasury	583,101 (408,787) ———————————————————————————————————	155,208 (103,741) 51,467
CASH FLOW FROM INVESTING ACTIVITIES Purchase of Non Current Assets	(61,477)	(24,168)
NET CASH GENERATED  Cash and Cash Equivalent at January 1,  Cash and Cash Equivalent at December 31,	88,165 5,170 <b>93,334</b>	3,258 1,911 <b>5,170</b>

The Statement of Accounting Policies on page 8 and Notes and Schedules on pages 11 to 18 form part of these Financial Statements.

### STATEMENT OF ACCOUNTING POLICIES

The followings are the significant accounting policies adopted and consistently applied by the Management Team of the National Orientation Agency in the preparation of its Financial Statements.

### 1 Basis of Accounting

The Financial Statements are prepared under the historical cost convention.

These Financial Statements have been prepared in accordance with the provisions of the Statute establishing the Agency.

### 2 Property, Plant and Equipment

Property Plant and Equipment are stated in the Statement of Financial Position at Cost/Valuation less accumulated depreciation.

Depreciation is provided on a straight-line basis and calculated to write off the costs of the Property Plant and Equipment over their estimated useful lives at the following annual rates:

Land		Nil		
Buildings		5%	Per A	nnum
Furniture and Fittings		10%	"	"
Motor Vehicles		20%	"	11
Library Books		50%	"	"
Computer & Office Equipments	/	33.3%	"	***
Plant & Machinery		10%	11	11

### 3 Inventory

Stocks are valued at the lower of cost and net realizable value.

### 4 Foreign Exchange Transactions

All transactions involving foreign currencies are converted to Naira at the rate of exchange ruling at the time of such transaction.

Balances in foreign currencies are translated into Naira at the foreign exchange market ruling rate at the Balance Sheet date.

### 5 Provisions

Provision is recognized when the Agency has a present obligation, whether legal or constructive, as a result of past event for which it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the obligation.

### 7 Repairs and Maintenance

Repairs and maintenance costs are written off within the period incurred, while major improvements to assets are capitalized.

### 8 Retirement Benefits

The Agency operates contributory pension scheme in line with the provision of the Pension Act 2014.

# NOTES TO THE FINANCIAL STATEMENTS ###

ry TOTAL (s° ₩'000	4 2,166,059 7 61,477	1 2,227,536	7 2,025,098 6 9,833	2,034,931	192,605
Library Rooks ₩'000	32,194 307	32,501	31,797 396 -	32,194	307
Plant & Machinerv ₩ 000	14,816 32,295	47,111	10,656	13,886	33,225
Office Fauinmen ₩'000	151,416 9,232	160,648	151,316 3,074	154,390	6,258
Motor Furniture Vehicles & Fittings ₩'000	529,416 19,643	549,059	529,316	531,281	17,779
	1,243,496	1,243,496	1,243,396	1,243,396	100
NT Land & Ruildings ₩'000	194,721	194,721	58,616	59,785	134,936
1 PROPERTY, PLANT AND EQUIPMENT	Cost/Valuation At December 31, 2017 Additions	At December 31, 2018	DEPRECIATION At December 31, 2017 Charge in the Year	Disposals At December 31, 2018	NET BOOK VALUE At December 31, 2018 At December 31, 2017

# NOTES TO THE FINANCIAL STATEMENTS ####

2	CONSTRUCTION WORK-IN-PROGRESSS	<b>2018</b> ₦' 000	<b>2017</b> <b>№</b> ' 000
_	Nasarawa Building Project	27,890	27,890
	Kogi Building Project	59,360	59,360
	Osun Building Project	34,523	34,523
		121,773	121,773
3	ADMINISTRATIVE AND OTHER RECEIVABLES		
	Transfers to Outstations Accounts	5,962	7,873
	Programme Capital Expenditure Advance	2,748	7,091
	Imprest Advance	2,768	4,053
		11,478	19,016
	INVENTORIES		
4	INVENTORIES Stationeries and other consumables	688	2,193
	Others	-	2,193
		688	2,193
			2,100
5	BANK BALANCES		
	Central Bank of Nigeria	93,334	5,170
	Cash Account	-	-
		93,334	5,170
		The second secon	9
6	ACCUMULATED FUND	,	
	Balance as at January 01	95,815	106,543
	Deficit for the year	(45,071)	(10,728)
	Balance as at December 31,	50,744	95,815
7	CAPITAL FUND		
	Balance as at January 01	110,568	59,101
	Transferred to Accumulated Funds	-	-
	Capital Allocation received in the year	583,101	155,208
	Capital expenditure in the year	(408,787)	(103,741)
	Balance as at December 31,	284,882	110,568

Capital Fund represents the amount received by the Agency for infrastructural and Orientation Programmes.

Critical of programmes funded in the year were the 'Preservation of Public Assets'; 'Election Orientation'; 'Freedom of Information Act Awardness' and 'Citizen Change' which №26,724,000, №31,509, 728, №10,000,000 and №32,356,000 were spent respectively.

### NOTES TO THE FINANCIAL STATEMENTS

####

		<b>2018</b> ₦' 000	<b>2017</b> ₩' 000
8	Accrued Expenses Accrues Audit Fees	57,551 26,702 <b>84,252</b>	57,551 25,179 <b>82,730</b>
	Accrued Expenses Represents amount payable to vendors, Contractors and	nd Supplies over the years.	
9	SURPLUS FOR THE YEAR Excess/(Deficit) of Income over Expenditure This is arrived at after charging: Depreciation	<b>(45,071)</b> 9,833	<b>(10,728)</b> 1,565
	Auditors Remuneration Bank Charges	11,050 7,453	11,050 4,107
	DETAILED INCOME AND EXPENDITURE ACCOUNT	<b>2018</b> ₦' 000	<b>2017</b> <b>N</b> ' 000
10	RECURRENT RECEIPTS: Recurrent Grant - Overhead Recurrent Grant - Personnel	184,584 5,280,511 <b>5,465,095</b>	185,179 4,511,395 <b>4,696,574</b>
10b	Personnel grant paid at source:  Personnel grant represents staff salaries paid at source Integrated Payroll and Personnel Information System (IPF the Federal Government policy		
11	GENERAL OFFICE EXPENSES Entertainment/Hospitality Cleaning & Fumigation Printing & Stationery Transport and Traveling Information and Publicity Postages Sundry Office Expenses Rent Security Services Newspapers & Periodicals Donations and Subscriptions Sport Expenses Bank Charges Insurance	1,074 8,392 20,399 40,616 23,860 50 10,502 2,706 11,730 991 1,936 300 7,453 542	684 8,892 25,541 34,659 28,314 198 325 890 11,065 601 1,440 760 4,107

### NOTES TO THE FINANCIAL STATEMENTS

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12	PERSONNEL COST Staff Salaries & Allowances Staff Welfare Staff Training and Human Capacity Development	2018 N 000 5,280,511 11,108 2,166 5,293,785	2017 N* 000 4,511,395 8,354 736 4,520,485
13	MAINTENANCE AND RUNNING COSTS  Maintenance - Office Equipments  Maintenance - Buildings  Maintenance - Motor Vehicles  Maintenance - Plant & Machinery  Generator Running Cost  Maintenance - Others	1,286 2,012 20,273 4,329 24,268	2,478 1,256 23,063 3,231 6,973
14	UTILITIES AND COMMUNICATION Utilities - Electricity Utilities - Water Sewage Disposal Satellite Communication Charge Internet	5,474 31 85 1,880 110 <b>7,580</b>	8,389 24 220 1,481 31 10,144
15	PROFESSIONAL FEES AND EXPENSES Audit Fee Legal Fess Other Professional Services Honorarium & Meetings Expenses	11,050 750 3,239 1,210 <b>16,249</b>	11,050 58 - 9,525 <b>20,633</b>
16	DEPRECIATION Buildings Office Equipments Motor Vehicles Furniture & Fittings Library Books Plant & Machinery	1,169 3,074 - 1,964 396 3,229 <b>9,833</b>	1,169 - - - 396 - 1,565

# FIVE YEARS FINANCIAL SUMMARY #REF!

	2018 ₩	2017 ₩	2016 <del>N</del>	2015	2014 N
FUNDS EMPLOYED					
Accumulated Funds	50,744	95,815	106,543	2,445,528	1,310,288
Capital Fund	284,882	110,568	59,101	1,839	
	335,626	206,383	165,644	2,447,367	1,310,288
EMPLOYMENT OF FUNDS					
Property, Plant and Equipment	314,378	262,734	214,527	216,795	210,420
Current Assets	105,500	26,379	31,417	2,277,687	2,148,449
Current Liabilities	419,878	82,730	(80,300)	(47,115)	(1,048,581)
	839,756	371,842	165,644	2,447,367	1,310,288
REVENUE RECEIPTS	5,465,095	4,696,574	5,230,794	4,673,804	4,760,720
		,			
EXPENDITURE					
Personnel Cost	5,293,785	4,520,485	5,018,100	3,942,169	4,295,780
Other Expenditure	206,548	185,252	252,003	950,007	737,851
Depreciation	9,833	1,565	11,631	42,437	102,519
	5,510,166	4,707,302	5,281,733	4,934,613	5,136,150
SURPLUS/(DEFICIT)	(45,071)	(10,728)	(50,939)	(260,809)	(375,430)