



THE INSTITUTE OF
CHARTERED ACCOUNTANTS
(GHANA)

2016 **ANNUAL REPORT**

& Financial Statement



Our Mission

To produce professional accountants of the highest quality, ready to provide cutting edge services to their clients at all times and upholding the ethical values of the accountancy profession.

Our Vision

To be the premier Institute of Chartered Accountants in Africa by:

- » Having a technically competent and appropriate membership;
- » Providing services of the highest professional standards to industry, commerce and government;
- » Being recognised for the highest professional standards of competencies, integrity and excellence;
- » Providing the best services to members and students; and
- » Being accepted as an authoritative body in accountancy and financial matters.

Our Core values

- » Competence: to display the highest professional competency in the technical services rendered to the public, matching worldwide standards and measurable through benchmarking with first class institutes.
- » Integrity: to serve as trustworthy, dependable and honest professionals and be respected in the conduct of our duties, services and pronouncements relating to the profession.
- » Excellence: to strive at all times to achieve excellence through continuous improvements, benchmarking, research, technology, knowledge and expertise in various fields and services provision to clients, members and students.
- » Versatility: to proactively respond to the changing times and challenges that are faced by the profession, clients members and students by maintaining a forward looking posture that learns from the past and strives to anticipate and plan for future developments.

Our motto is “INTEGRITY”

MEMBERS OF COUNCIL 2016 – 2018



Mr. Christian Sottie
President



Mr. Kwasi Asante
Vice-President



Dr. Williams Atuilik
Member



Ms. Rebecca Lomo
Member



Prof. Kwame Adom-Frimpong
Member



Mr. Kwasi Gyimah-Asante
Member



Ms. Sena Dake
Member



Mr. K. Hemeng-Ntiamaoh
Member



Mr. Seidu Kotomah
Member



Mr. Daniel Yaw Domelevo
Member



Mr. Michael Asiedu-Antwi
Member



THE INSTITUTE OF CHARTERED
ACCOUNTANTS (GHANA)

FIFTY-THIRD
AGM
2016

2016 ANNUAL REPORT
& FINANCIAL STATEMENTS

CORPORATE MANAGEMENT TEAM



Mr. Augustine Addo
Ag. Chief Executive



Mr. Osei Adjaye-Gyamfi
Dir., Technical & Research



Mr. Patrick K. Mensah
Dir., Students Services



Mr. Philip K. Sarfo
Internal Auditor



Ms. Abigail Armah
HR & Communication
Manager



Mr. Emmanuel Arthur
Manager, Strategy &
Performance



Mr. Ofori F. Henneh
Manager, Technical &
Research



Ms. Belinda Odonkor
Manager, Quality
Assurance Monitoring



Mr. Peterson T. A. Tsawe
Manager, ICAG School



Ms. Cecilia Karikari
Manager, Quality
Assurance Monitoring



Mr. Ernest Yaw Denkyira
Manager, ICT

CORPORATE MANAGEMENT TEAM



Mrs. Olivia Quartey
Manager, Examination



Mrs. Pat Mankatah
Manager, Student Services



Mr. John Hansen
Asst. Manager, Events



Mr. Franklin B. Zumah
Asst. Manager, Business
Development Unit



Ms. Akua A. Frimpong
Asst. Manager, Technical
& Research



Mr. Ransford Armah
Asst. Manager, Quality
Assurance Monitoring



Mrs. Joana Marfo
Ag. Head of Finance



Mr. Frank Danso
Asst. Manager, Technical

Regional Management Team



Mr. Obeng Ampah
Asst. Manager, Quality
Assurance Monitoring



Mr. Edward Siame
Asst. Manager, Quality
Assurance Monitoring



Mr. Nicholas Ocloo
Asst. Manager, Ashanti/
BA/ Northern Regions



Mr. Trawule A. Yusif
Asst. Manager,
Central/ Western Regions

NOTICE OF MEETING

Notice is hereby given that the 53rd Annual General Meeting of the Members of the Institute of Chartered Accountants (Ghana) will be held at the Auditorium of Ho Technical University – Ho, on 2nd June 2017 at 9.00am.

Agenda

1. To receive and consider the Annual Report of Council and the Financial Statements for the year ended 31 December, 2016 and the Auditor's Report
2. To consider the appointment of Auditor for the Institute
3. To authorise Council to fix the remuneration of the Auditor
4. To consider building levy for the development of the third phase of the Accountancy village Project.

By Order of the Council



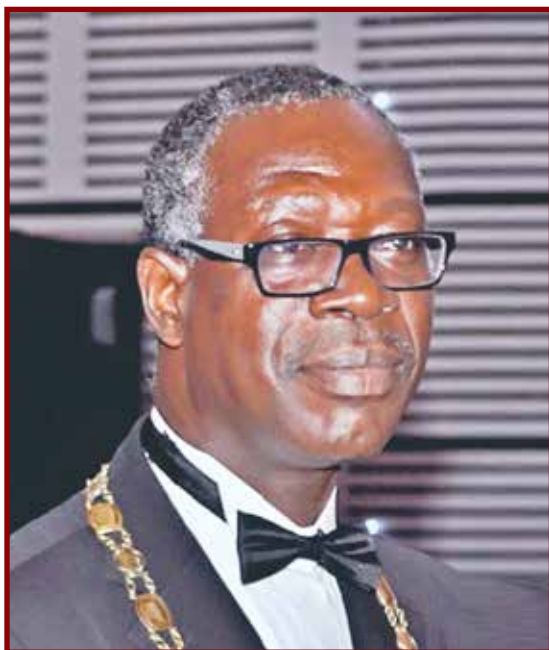
Secretary

Dated this 8th May, 2017

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PRESIDENT'S STATEMENT



Mr. Christian Sottie

PRESIDENT

Introduction

I warmly welcome you to the 53rd Annual General Meeting (AGM) of the Institute of Chartered Accountants (Ghana).

Our greatest assets are you, the members of the Institute who continue to lend your unflinching support whenever the need arises. We cherish your presence here for without you all these successes we have chalked could not have been possible.

I. International collaborations

The Institute has in the year 2016 continued to strengthen partnership with the International

Federation of Accountants (IFAC), Pan-Africa Federation of Accountants (PAFA) and the Association of Accountancy Bodies in West Africa (ABWA).

The 2016 International Federation of Woman Accountants (IFWA) Conference took place in Accra. It was organised with the support of the Association of Women Accountants – Ghana (AWAG) under the theme: “Building Stronger Institutions to Mitigate Corruption: Development from the Bottom Up: Role of the Professional Woman”. The IFWA conference was the second major international conference after the ACOA Conference in 2013 in Ghana. The conference was organised from 30th March to 2nd April 2016 at the Labadi Beach Hotel. 216 Female Accountants across the globe participated in what was described as a successful conference.

The Institute of Chartered Accountants in England and Wales (ICAEW) has contracted with the International Federation of Accountants (IFAC) and the Institute of Chartered Accountants Ghana (ICAG) to provide capacity building consultancy services to ICAG.

The Phase 1 contract between IFAC, ICAG and ICAEW was signed in October 2015 and completed in late March 2016. The Phase 2 contract was signed on 26 August 2016 and was completed on 31 March 2017. The work has been made possible through the financial support of the Department for International Development (DFID).

The aim of this project was to strengthen our accountancy education, professional qualification, tuition and practical work experience. As input to the first phase of the

project, a number of areas related to the ICAG professional qualification were identified by IFAC and ICAG as:

- a. Establishing a registration and grading scheme for tuition providers.
- b. ICAG College improvement arrangements.
- c. Strengthening the training of accountants through an Authorised Training Employer (ATE) scheme and
- d. Enhancing continuous professional development.
- e. In Phase 1, ICAEW undertook an in-depth diagnostic review of these areas in consultation with ICAG Council, ICAG Chief Executive Officer (CEO) and key stakeholders, and as output, prepared a roadmap for strengthening each area.

II. Influence and Advocacy

On Wednesday, 3rd August 2016, the Parliament of the Republic of Ghana passed the Public Financial Management Bill, 2016, which is designed to address persistent weaknesses in the management of public funds, promote fiscal discipline, transparency and accountability, and consolidate existing laws in the management of public funds. The Institute of Chartered Accountants Ghana (ICAG), a major stakeholder in issues of Public Financial Management (PFM), commented on the bill. The Institute in collaboration with other stakeholders identified 36 areas of professional and editorial concern and therefore recommended review and remedial actions. These concerns were forwarded to the Minister of Finance and it was well received.

The Institute in collaboration with some audit firms met to consider the proposed Practice Notes on the Income Tax Act 2015, Act 896 forwarded to the Institute by the Commissioner General of the Ghana Revenue Authority (GRA). The Institute issued a paper on the Practice Notes to the GRA for its consideration.

III. Technical Matters

The Institute with the assistance of KPMG, PWC, EY, and Deloitte Chartered Accountants, commented on five (5) exposure drafts and discussion papers issued by IFAC, IPSASB, IAESB, and IESBA. In keeping with our commitment to encourage public discourse on issues of interest to the general public, the Institute also organised two (2) public lectures on the topics; “The Income Tax Act 2015, Act 896: What has changed?” and “The Impact of Volatilities of Crude Oil Prices on the Ghanaian Economy”. Four editions of Student’s Journals and four editions of Professional Journals for students and members were produced during the year 2016.

IV. Examination

The year 2016 saw Five Hundred and Two (502) examination candidates passing the final level of the Professional Examination. Two Hundred and Fifty-Five (255) passed during the May 2016 examination diet while Two Hundred and Forty-Seven (247) passed during the November 2016 examination diet.

The Accounting Technicians Scheme, West Africa (ATSWA) also produced Forty-Six (46) graduands for the year 2016. Twenty-Four (24) passed during the March 2016 examination diet while Twenty-Two (22) passed during the September 2016 examination diet.

V. Membership Issues

The membership strength of the institute continues to increase and in 2016, Six hundred and Forty-Six (646) new members were admitted into the Institute as a result of the two Graduation and Admission ceremonies held in the year.

In the year under review, Thirty-Nine (39) new Practising Certificates were issued to members. Out of the 39 approved, Twelve (12) were issued to applicants who went through a five-day Orientation Programme organised by the Institute from 13th to 17th January, 2016 at the Secretariat and Twenty Seven (27) were approved through the normal application process.

The Institute registered a total of Three Thousand Seven Hundred and Fourty Six (3,746) students over the period. 185 out of this number were granted scholarship to pursue the ICAG professional course. The total registration for 2016 represents an increase of 357 over the 2015 registration figure.

The ICAG School registered a total of one thousand, three hundred and seventy-four (1,374) students to be prepared for the May 2016 examinations. For the November 2016 session, a total of one thousand, three hundred and ten (1,310) students were registered. Effective this year, 2017, every qualified applicant for practise certificate will have to attend the five-day orientation programme.

VI. Events and activities

The events of the Institute organised in the year under review, included two Induction Courses, two Graduation and Admission Ceremonies, the

annual Accountants' Week that ended with the election of the current 2016 – 2018 Council of the Institute. The 2016 Presidential Luncheon with the theme **“Effective Governance in Organisations: The role of the Professional Accountant”** was successfully organised and well attended.

VII. Quality Assurance Monitoring Department

The unit has contributed immensely to enhance the professional competence of our members in practice through the carrying out of initial assessments and full monitoring reviews and other practical one on one coaching of SMPs including training on specific areas of challenges. These have been acknowledged by external bodies like ICAEW, International Federation of Accountants (IFAC), and most practitioners.

As at 31 December 2016, there were 267 lincensed Accountancy/Auditing Firms operating in Ghana.

VIII. Financials

Revenue grew from GH¢16,995,417 in 2015 to GH¢19,620,944 in 2016 representing 15.4% increase. The main contributors of the revenue growth are examination income, growth in membership and investment income. The breakdown of the income for the period is as follows:

	2016	2015	% Change
General Income	7,635,132	6,387,703	19.5
Examination/Other Students' Activities	8,571,526	7,880,625	8.7
Continuing Professional Development	725,205	571,640	26.9
Professional Body Activities	570,646	546,540	4.4
Other Operational Activities	125,594	186,984	(32.8)
Investment Income	1,992,841	1,421,925	40.1
	19,620,944	16,995,417	15.4

Revenue Expenditure

Gross Revenue Expenditure increased from GH¢15,778,165 in 2015 to GH¢16,654,676 in 2016, resulting in a 5.5% increase. The increase in Revenue Expenditure was due, largely, to Employment cost which grew from GH¢5,216,119 in 2015 to GH¢5,972,214 in 2016, representing a general increase in the salaries of staff to reflect cost of living in the country.

Cash Flows

Cash and Cash Equivalents increased from GH¢5,799,609 in 2015 to GH¢10,295,768 in 2016, a 77.5% increase over previous year.

Assets

The year 2016 continues to show a strong Statement of Financial Position with an increase of 29.4% of total assets from GH¢12,233,578 in 2015 to GH¢15,832,474 in 2016. The full report and financial statements were approved by the Council on 8th May 2017 and audited by the appointed auditor, Emmanuel Kwaku Ofosu Offei (ICAG/P/1102).

ix. Court Cases

The Institute is now involved in four civil cases at the law courts. These are;

- I. Fred Moore vrs. ICAG
- II. CITAG vrs. ICAG/NAB
- III. SEC vrs. ICAG
- IV. Dr. Adu Anane-Antwi vrs. ICAG

Hearings of these cases are still in progress.

X. Bereavements

In the year under review, nine of our cherished members were called to glory. They are:

- 102169 Charity Adubea Acquah
- 100026 Ernest Toah Akonor Snr.
- 100060 Samuel Anson Asare
- 100031 Samuel Wilberforce Awuku Darko
(A founding Member and second President of the Institute)
- 105053 Mansuru Mustapha Baba
- 104969 Prosper Dzakah
- 100277 Samuel Yaw Bogor
- 100423 Agyei Asamoah-Agyepong
- 102128 Emmanuel Kiston Kwaku Adaleté

Conclusion

Distinguished Members of this noble Institute, we have come a long way from 1963, the year the Institute was established by an Act of Parliament. I honour all our members for your support and it is our desire that high quality service continues to be our hallmark. My respect and appreciation go first to my fellow Council Members for their tenacity of purpose. The road has been rough but we have done our best to contain the situation. The management and staff of the Secretariat deserve our commendation for their unflinching support to the Council.

Our dear members and students, you have been wonderful. Finally, the greatest appreciation goes to the Almighty God for his blessings on us.

Thank you and may God bless us all.

2.0 COUNCIL OF THE INSTITUTE

The Institute is governed by an eleven member Council for a two – year period. In accordance with Section 7 (2) of the Institute of Chartered Accountants Act, 1963 (Act 170), seven members are elected by the members at AGM while four are nominees of the Minister of Education.

2.1 The First Council (1963)

Dr. R. S. Amegashie	President
Mr. D. A. W. Hewson	Vice President
Mr. P. F. Wollen	Secretary
Mr. Harry Dodoo	Member
Mr. D. W. Simmonds	Member
Mr. F. W. Wilson	Member
Mr. J. D. Barnes	Member
Mr. S. W. Awuku-Darko	Member
Mr. J. Adabie	Member

2.2 Past Presidents (1963 – 2016)

1963 – 1967	Dr. R. S. Amegashie*
1967 – 1969	Mr. S. W. Awuku-Darko*
1969 – 1974	Nana Aninkora Ababio (Mr. S.I.K. Boakye-Agyeman)*
1974 – 1976	Mr. H. A. Dodoo*
1976 – 1978	Mr. J. K. Dadson*
1978 – 1980	Mr. D. H. Simpson*
1980 – 1982	Prof. B.C.F. Lokko
1982 – 1984	Mr. J. K. Forson*
1984 – 1986	Mr. E. M. Boye
1986 – 1988	Mr. S. O. Annan
1988 – 1990	Mr. K. N. Owusu*
1990 – 1992	Nii Quaye Mensah*
1992 – 1994	Mr. P. A. Abotsie*
1994 – 1996	Mr. John Sey
1996 – 1996	Hon. Albert Kan-Dapaah
1996 – 1998	Mr. J.N.A. Hyde
1998 – 2000	Mr. F. D. Tweneboa
2000 – 2002	Ms. Aurore Lokko
2002 – 2004	Mr. J.A.Y. Klinogo
2004 – 2006	Mr. D. T. Acquaye
2006 – 2008	Nana Prof J.B. Ato Ghartey

2008 – 2010

2010 – 2012

2012 – 2014

2014 – 2016

* Deceased

Mrs. Cecilia Nyann*

Mr. J.F.O. Blankson

Mrs. Angela Peasah

Prof K. B. Omane-Antwi

2.3 Members of Council (2016 – 2018)

Members	Title	Council Meeting	
		2016 – 2017	
		Maximum	Attended
Mr. Christian T. Sottie	President	10	9
Mr. Kwasi Asante	Vice-President	10	10
Dr Williams A. Atuilik	Member	10	9
Prof K. Adom-Frimpong	Member	10	10
Ms. Rebecca A. Lomo	Member	10	10
Mr. Kwabena Hemeng – Ntiamoah	Member	10	9
Ms. Sena Dake	Member	10	9
Mr. Kwasi Gyimah – Asante	Member	10	8
Mr. Richard Q. Quartey**	Member	9	1
Mr. Seidu Kotoma	Member	10	4
Mr. Michael Asiedu-Antwi**	Member	1	0
Mr. Daniel Yaw Domelevo**	Member	1	1

** The Minister of Education nominated Mr. Daniel Demlevo to replace Mr. Richard Quartey in April, 2017. On the same date, Mr. Michael Asiedu-Antwi was named as the fourth Government nominee.

2.4 Members of Council Sub-committees

2.4.1 Members' Services Committee

- | | | |
|----|--------------------------------|---------------|
| 1. | Mr. Kwabena Ntiamoah | Chairman |
| 2. | Mr. Richard Owusu-Afriyie | Vice Chairman |
| 3. | Mr. Kwame Antwi-Boasiako | Member |
| 4. | Mr. Richard Stanley Quarshie | Member |
| 5. | Mr. Andrews Anim-Boateng | Member |
| 6. | Mr. Muntari Mahama | Member |
| 7. | Mr. Richard Kwagbenu | Member |
| 8. | Mr. Daniel Kwesi Bentum Bentil | Member |

9.	Ms. Dinah Oteng	Member
10.	Mr. Emmanuel Paul Owusu	Member
11.	Mr. Ken Appiah Kyeremeh	Member
12.	Mr. Evans Kelvin Gyau	Member
13.	Mr. Clement Nii Boi Otoo	Member
14.	Mr. Augustine Addo	Ag CEO
15.	Ms. Abigail Armah	Manager, MPR

2.4.2 Admissions Committee

1.	Ms. Rebecca A. Lomo	Chairperson
2.	Dr. Williams A. Atuilik	Vice Chairman
3.	Mr. James E.K.A. Parry	Member
4.	Mr. Fiiƒi Kwakye	Member
5.	Dr. Samuel Odartey Lamptey	Member
6.	Mr. Emmanuel K. D. Abbey	Member
7.	Emmanuel Kafui Yao Buo	Member
8.	Ms. Mary Ayitchoe Larmie	Member
9.	Mr. Augustine Addo	Ag CEO
10.	Ms Belinda Odonkor	Quality Assurance Monitoring

2.4.3 Professional Standards and Ethics Committee

1.	Mr. Michael Asiedu-Antwi	Chairman
2.	Ms. Rebecca A. Lomo	Vice Chairperson
3.	Mr. Nana Sackey	Member
4.	Mr. John Klinogo	Member
5.	Mrs. Joyce Opoku-Duodu	Member
6.	Mr. Kwadwo Mpeani Brantuo	Member
7.	Mr. Francis Koranteng	Member
8.	Mr. Anthony Sarpong	Member
9.	Mr. John Atua Okraku	Member
10.	Mr. Willie Orhin	Member
11.	Mr. Augustine Addo	Ag CEO
12.	Mr. Charles Egan	Quality Assurance Monitoring
13.	Mr. Osei Adjaye-Gyamfi	Director Technical & Research

2.4.4 Education and Training Committee

1.	Mr. Kwasi Asante	Chairman
2.	Dr Williams Abayaawien Atuilik	Vice – Chairman
3.	Mr. George Tackie	Member
4.	Mr. John Okwesie Arthur	Member
5.	Mr. Ken Appiah-Kyeremeh	Member
6.	Mr. Samuel Nii Attoh Abbey	Member

7.	Mr. William Sasu	Member
8.	Mr. Elsie Bunyan (Mrs)	Member
9.	Dr Adom Adu-Amoah	Member
10.	Mr. Richard Owusu-Afriyie	Member
11.	Mr. Joseph K. Addo	Member
12.	Mr. Augustine Addo	Ag CEO
13.	Mr. Patrick Mensah	Director Students' Services
14.	Mr. P.T.A. Tsawe	Manager, ICAG School

2.4.5 Technical & Research Committee

1.	Dr Williams A. Atuilik	Chairman
2.	Mr. Kwabena Ntiamoah	Vice Chairman
3.	Mr. Abeku Gyan-Quansah	Member
4.	Mr. Redeemer Dornudo Yao Krah	Member
5.	Dr Ibrahim Bedi	Member
6.	Mr. Dornic Naab	Member
7.	Mr. James Ebo Sey	Member
8.	Mr. Ebenezer Duncan	Member
9.	Ms. Cynthia Sallah	Member
10.	Mr. Kwame Ampim Darko	Member
11.	Mr. Emmanuel Adekahlor	Member
12.	Mr. Augustine Addo	Ag CEO
13.	Mr. Osei Kwaku Adjaye-Gyamfi	Director Technical & Research
14.	Mr. Ofori Frimpong Henneh	Manager, Technical

2.4.6 Examination Committee

1.	Prof Kwame Adom-Frimpong	Chairman
2.	Ms. Sena Dake	Vice Chairperson
3.	Dr Felix Kwame Aveh	Member
4.	Mr. Cornelius Yao Azumah	Member
5.	Mr. Joseph Kwaku Asamoah	Member
6.	Dr Samuel Maxwell Amuzu	Member
7.	Mr. Abdallah Ali-Nakyea	Member
8.	Mr. Patrick K. Sam	Member
9.	Prof Edward Marfo-Yiadom	Member
10.	Mr. Augustine Addo	Ag. CEO
11.	Mr. Osei Adjaye-Gyamfi	Director – Technical & Research
12.	Mrs. Olivia Quartey	Manager – Examinations

2.4.7 Communication and Publication Committee

1.	Ms. Sena Dake	Chairperson
2.	Mr. Kwasi Gyimah-Asante	Vice Chairman

3.	Mr. Samuel Petterson Larbi	Member
4.	Dr. Eric Oduro Osae	Member
5.	Dr Kwame Antwi-Boasiako	Member
6.	Mr. Ibrahim Osmanu	Member
7.	Mr. George N. Q. Quarshie	Member
8.	Ms. Peggy Aryeetey	Member
9.	Mr. Divine Matey	Member
10.	Mr. Augustine Addo	Ag. CEO
11.	Ms. Abigail Armah	Manager, HR & Communications

2.4.8 ICT Committee

1.	Mr. Kwasi Gyimah – Asante	Chairman
2.	Ms. Sena Dake	Vice Chairperson
3.	Mr. Andy Akoto-Osei	Member
4.	Mr. Maxwell Selby	Member
5.	Mr. Tony Essel-Anderson	Member
6.	Ms. Joyce Heman Ackah	Member
7.	Ms. Elsie Ankuma	Member
8.	Mr. Shadrach Nkatiah	Member
9.	Mr. Augustine Addo	Ag. CEO
10.	Mr. Ernest Denkyira	Manager – IT

2.4.9 Audit Committee

1.	Mr. Daniel Yaw Domelevo	Chairman
2.	Mr. Kwabena Hemeng-Ntiamoah	Vice Chairman
3.	Mr. Charles Egan	Member
4.	Mr. Augustine Addo	Ag CEO
5.	Mr. Philip Sarfo	Internal Auditor

2.4.10 Finance and Administration Committee

1.	Mr. Kwasi Asante	Chairman
2.	Prof Kwame Adom-Frimpong	Vice -Chairman
3.	Ms. Rebecca A. Lomo	Member

3.0 REPORTS OF COUNCIL SUB – COMMITTEES

3.1 COMMUNICATION AND PUBLICATIONS

3.1.1 2016 IFWA Conference

With the support of the Association of Women Accountants – Ghana (AWAG), the Secretariat organised the 2016 International Federation of Women Accountants Conference (IFWA). It was under the theme: “Building Stronger Institutions to Mitigate Corruption: Development from the Bottom Up: Role of the Professional Woman”. The IFWA conference is the second major international conference after the ACOA Conference in 2013. The conference was organised from 30th March to 2nd April 2016 at the Labadi Beach Hotel. About 216 Female Chartered Accountants across Africa participated in what was described as one of the most organised events.

3.1.2 Induction Ceremony

The 1st induction course for 2016 was held from 17th to 18th March, 2016 at Labadi Beach Hotel. Over 365 inductees participated in the 2-day programme.

The opening of the 1st induction programme was chaired by Prof Kwame Boasiako Omane-Antwi. The Chief Justice, Her Ladyship Mrs. Georgina T. Wood was represented by Justice Afia Serwah Asare Botwei as Guest Speaker. The programme also had Hon. Seth Terkper, Minister of Finance as Guest of Honour who was represented by Mr. Patrick Nomo, Head of Budget at the Ministry of Finance.

The 2nd induction course was organised from 6th to 7th October, 2016 at La Palm Royal Beach Hotel. Over 282 inductees participated in the 2-day programme. The 2nd induction programme was chaired by Mr. Christian Sottie. His Lordship, Justice V.C.R.A.C Crabbe, Former Justice of the Supreme Court of Ghana was the guest speaker with Hon. Seth Terkper, Minister of Finance as Guest of Honour. Some of the speakers who facilitated the programme included, Prof Kwame Adom Frimpong – Council Member, Mrs. Comfort Ocran – CEO of Legacy & Legacy, Mr. Kwadwo Mpeani Brantuo - Partner, Ernst & Young, Mr. Patrick Nomo, Chief Director of Budget, Ministry of Finance, Dr. Bettina Boohene-Andah, Brainwave Consult Ltd., Ms. Rebecca Lomo, Council Member, and Mr. Augustine Addo, Ag. Chief Executive/Director, Members Services. Other Council members who chaired other sessions of the induction were, Mr. Kwasi Asante, Dr Williams A. Atuilik, Mr. K.B. Andah, and Mr. Kwabena Hemeng-Ntiamoah.

3.1.3 Graduation Ceremonies

The Institute organised two graduations in 2016. The first was held on 23rd April, 2016 at the Accra International Conference (AICC). Mrs. Wilhelmina Asamoah, Director, Tertiary Education, represented the Minister for Education. The guest speaker for the occasion was Prof. Yindenaba Abor, Dean of Business School, University of Ghana; Prof Kwame Boasiako Omane-Antwi, chaired the programme. 394 CA and 31 ATWSA graduands were awarded with certificates. 364

newly-qualified accountants were admitted into membership.

The second Graduation and Admission Ceremony was organised on 22nd October, also at the Accra International Conference Centre. The programme was chaired by Mr. Christian Sottie, President of the Institute. The guest speaker for the occasion was Prof Joshua Alabi., Vice-Chancellor of the University of Professional Studies, but was represented by Prof Goski Alabi, Dean - Centre for International Education and Collaboration. The ceremony saw the graduation of 259 students who have completed the CA professional programme and the formal admission of 282 qualified chartered accountants as members of ICAG. The ceremony also awarded Diploma Certificates to 79 professionals

3.1.4 Accountants' Conference

Another major activity organised by the Secretariat was the 2016 Accountants Week held from 21st to 26th May, 2016 under the theme, "Emerging Developments in the Financial Services Industry in Ghana". The activities that occurred as part of the week-long celebration include the following:

3.1.4.1 Health Walk, Saturday 21st May, 2016

Accountants' Week started with a Health Walk at the Aviation Social Centre. Members, students and staff of the Institute numbering about 126 participated in the walk. It was aimed at encouraging participants to exercise often in order to stay fit and healthy, and improve their well-being because of their heavy work schedules. The President, Vice President, Immediate Past Presidents and some Council Members were present.

3.1.4.2 Thanksgiving Service 22nd May, 2016

Members, students and staff of the Institute were hosted by ICAG President, Prof K. B. Omane-Antwi at a Thanksgiving Service held at his church, Sakumono Pentecost International Worship Centre (PIWC). 140 people attended.

3.1.4.3 Press Conference and Photo Exhibition, Monday, 23rd May 2016.

A press conference was organised at the Institute's premises on 23rd May, 2016. In attendance were the President and other Council members, Ag. CEO and some members of staff. This was followed by a photo exhibition. Fifty (50) people attended.

3.1.4.4 Conference, 26th May, 2016.

The opening ceremony of the 2016 Accountants' Conference was held at Moevenpick Ambassador Hotel. Hon. Seth Terkper was represented by Mr. Wisdom Komla Messan, Deputy Controller & Accountant General, as Guest of Honour and the Guest Speaker, Mr Millison Narh, Deputy Governor of the Bank of Ghana, was also represented by Dr Joe France, Banking Supervision, Bank of Ghana.

3.1.5 Annual General Meeting (AGM).

The Annual General Meeting (AGM) was held on 29th July 2016 at the Labadi Beach. As part of the AGM, a smooth free, fair and transparent election was conducted to elect Council members.

Out of a total of 4,005 members in good standing, 613 members voted at the AGM representing a turnout of 15.31%.

3.1.6 Investiture/Dinner Dance

The Annual General Meeting was climaxed in the evening with a dinner dance where the elected Council members were sworn into office.

3.1.7 Corporate Social Responsibility

The Institute as part of its social responsibility made a donation of assorted items worth GH¢5,000.00 and cheque of GH¢5,000.00 to the Weija Leprosarium on 8th June, 2016.

3.1.8 Presidential Luncheon

Presidential Luncheon was held on 9th September 2016 at the Moevenpick Ambassador hotel. The Guest Speaker was Mr. Nii Apai Adumansa-Baddoo, Immediate Past Board Chairman, Internal Audit Agency and Former Senior Consulting Lecturer in Governance, University of Professional Studies – Accra (UPSA).

The theme for the occasion was, “Effective Governance in Organisations: The role of the Professional Accountant”.

The Presidential Luncheon, which provides opportunity of a platform for ICAG members and key stakeholders to interact with notable personalities in industry and commerce saw about five hundred and eighty (580) members participating in the 2016 edition. Other dignitaries who graced the occasion were: Her Ladyship Mrs. Georgina T. Wood - Chief Justice of the Republic of Ghana, Mr. Sam Okudzeto - Past President, Ghana Bar Association, Dr. Nii Kotei Dzani - President, Ideal Finance.

The 2016 Presidential Luncheon attracted eleven (11) sponsors namely; GN Bank, Access Bank, GRA, Deloitte, Leasafric, KPMG, uniBank, ECG, Deloitte,

SSNIT and Toyota Ghana Ltd. It was successful and a well organised event and as an icing on the cake, ICAG branded pens and key holders were distributed.

3.2 TECHNICAL AND RESEARCH

Technical and Research Directorate is responsible for the coordination and conduct of research into Accounting, Finance, Economics, and other related fields with the view to identifying emerging trends in these areas and facilitate the Institute’s contribution to expansion of frontier of knowledge in the profession as well as provide advice to Government. Specific activities that engaged the attention of the Department include the following:

3.2.1 Standards and Exposure Drafts

The Institute with the assistance of KPMG, PWC, EY, and Deloitte Chartered Accountants, commented on exposure drafts and discussion papers issued by IFAC, IPSASB, IAESB, IESBA, etc. Commentaries on the following drafts were issued;

- a. **IPSASB:** Impairment of Revalued Assets
- b. **IAESB:** Meeting future expectations of professional competence: A consultation of the IAESB’s Future strategies and priorities
- c. **IESBA:** Improving the structure of the Code of Ethics for Professional Accountants – Phase 1
- d. **IESBA:** Proposed revisions pertaining to safeguards in the Code
- e. **IAASB:** Exploring the Demand for Agreed-Upon Procedures Engagements and Other Services and the Implications for the IAASB’s International Standards (response yet to be submitted).

3.2.2 Public Forum

The Department organised two lectures on the following topics:

- a. The Income Tax Act 2015, Act 896: What has changed?
- b. The Impact of Volatilities of Crude Oil Prices on the Ghanaian Economy.

3.2.3 Journals

The Department produced four editions of Students' Journals and four editions of Professional Journals for students and members during the year.

3.2.4 Survey on Small and Medium Practices (SMPs).

This study is being conducted by the Technical and Research Directorate of the Institute. It is intended to identify the services provided, challenges faced and identify the institutional characteristics of Small and Medium Practices (SMPs). The report will be ready by the middle of 2017.

3.2.5 Other Related Activities

i. Practice Notes

The Department organized a meeting with some audit firms to consider the proposed Practice Notes on the Income Tax Act 2015, Act 896 forwarded to the Institute by the Commissioner General of the Ghana Revenue Authority (GRA). The Institute issued a paper on the Practice Notes to the GRA on behalf of the Institute and all the firms.

ii. Meeting with Swiss Embassy

The Department held a meeting with the Swiss Embassy of Ghana on Public Financial Management Act, 2016 (Act 921). The Swiss Embassy of Ghana wants to support the Government of Ghana to implement IPSAS in Ghana. As part of this effort, the Embassy held a meeting with the ICAG to discuss the way forward and know the extent to which ICAG can help in achieving this objective. ICAG expressed its willingness to assist the Embassy in its effort to help the Government of Ghana implement IPSAS as soon as possible.

3.3 PROFESSIONAL STANDARDS AND ETHICS COMMITTEE (PSEC)

3.3.1 Introduction

The Quality Assurance Monitoring unit has helped to bring some level of sanity in the accountancy practice through the carrying out of initial assessments and full monitoring reviews and other practical one on one coaching of SMPs including training on specific areas of challenges. These have been acknowledged by external bodies like ICAE&W, International Federation of Accountants (IFAC) and most practitioners. The department aims at ensuring that high standards are maintained within the accountancy profession and to gain public and investors' confidence in services rendered by practitioners and firms.

3.3.2 Directory of Member Firms

As at 31 December 2016, there were 293 firms listed on the QAM Directory for member firms. Out of the 293 firms on the directory, 267 firms were licensed while 26 firms were not licensed.

a. Unregistered Firms Not on QAM Directory

- » QAM is also maintaining a record of non-registered firms on its directory. As at 31 December 2016, the number of firms in this category was 59.
- » Efforts have been made to get the contact addresses and follow up with them to regularize the position but to no avail.
- » Since the list was published on the website, 5 firms have contacted QAM to regularise the status of their firms

Times (B&FT) on Monday 18 April 2016.

- » The 2016 licensed list was also published in the Daily Graphic on 20th April, 2016.
- » An updated list of 257 licensed firms for 2016 was circulated to 4 regulators and other 13 institutions (including banks) on 18 May 2016.
- » As at 31 December 2016, 267 firms had been registered and licensed.

The breakdown in categories are as follows:

b. Registration and Licensing of Practising Firms

- » A list of 247 licensed firms for 2016 was published in the Business & Financial

	No of	% of	No of	% of	No of	% of	No of	% of
	firms	Total	firms	Total	firms	Total	firms	Total
Category	(2016)	(2016)	(2015)	(2015)	(2014)	(2014)	(2013)	(2013)
A1	4	1.5%	4	2%	4	2%	4	2%
A	14	5.24%	8	4%	5	2%	2	1%
B1	19	7.12%	17	7%	9	4%	-	-
B	39	14.61%	41	18%	33	16%	31	17%
C	33	12.36%	19	8%	23	11%	30	16%
D	158	59.18%	139	61%	135	65%	116	63%
Total	267	100%	228	100%	209	100%	183	100%

c. Practising Firms Licence Fees

- » Out of the 270 firms expected to be licensed in 2016, 267 firms were licensed.

d. Licensed Practitioners

- » As at 31st December 2016, 408 individual practitioners had been licensed for 2016.

3.3.3 Initial Assessment Visits

- » As at 31st December 2016, 243 Initial Assessment Visits to licensed firms

had been completed since the visits commenced in May 2012.

- » Initial assessment visits to 27 newly licensed firms in 2016 commenced in October 2016.

3.3.4 Full Quality Assurance Monitoring Reviews

- » 37 licensed firms were reviewed in 2016 (137 visits conducted since commencement of the visits in October 2013).

The breakdown in classifications are as follows:

Classification	No. of Firms (2013 & 2014)	No of Firms (2015)	No of Firms (2016)	Total to Date	Expected Action	Action Taken
B			1	1	Normal 3 year cycle	No further action
C	10	4	8	22	Normal 3 year cycle	No further action
D	37	31	22	90	To revisit in 6 months	Not yet revisited
E	12	2	4	18	To revisit in 6 months	Not yet revisited
Not yet classified **	1	2	2	5	To revisit in 6 months	Not yet revisited
Not classified ***	1			1	To revisit in 1 year	Not yet revisited
Total	61	39	37	137		

** Yet to complete engagement level reviews. *** Practice Assurance only

3.3.5 Audit Practice Manual (Private Company Auditing System (PCAS))

- » The process of renewing firms PCAS subscriptions for 2016-2017 commenced in October 2016.
- » 33 individual users from 24 firms have registered and paid for the 2016-2017 renewal as at the end of December 2016.

3.3.6 Bye-Laws And Audit Regulations

Final draft of the Bye-Laws (Principal and Disciplinary)

- » These are ready and have been presented to Professional Standards and Ethics Committee for consideration.
- » The draft Bye-Laws have been given to a legal person for review before submission to Council for final approval.

3.3.7 Audit Regulations

- » Initial draft of the audit regulation is also under review.
- » Currently awaiting finalisation of the Principal and Disciplinary Byelaws which have provisions that feed into the Audit Regulations.
- » Workshop which was expected to have been held with practitioners on the Audit Regulations in March/April 2016 was put on hold until the finalization of the draft.

3.3.8 Orientation For Practising Certificate

QAM team facilitated the Orientation for Practising Certificate for 2016. This was held from 3rd to 6th May 2016. Twelve (12) members participated in the orientation.

3.3.9 IFRS for SMES

- » Full adoption of IFRS for SMEs for financial periods ending on or after 31st December 2015 was published in the Daily Graphic on 17th November 2015.
- » QAMD facilitated the ordering of 490 bound copies of the IFRS for SMEs on behalf of some practitioners and their clients.

3.3.10 IFRS

- » QAMD also facilitated the ordering of 85 copies of IFRS (Red Book) on behalf of practitioners.

3.4 EXAMINATIONS COMMITTEE

3.4.1 Professional Examinations

i. Registration

Registration of students for May and November 2016 professional examinations started on 1st March and 1st August respectively. At the end of the registration period, candidates who registered for the various levels were as follows:

Level	Students' Number November 2016	Students' Number May 2016
1	1,269	1,285
2	5,247	5,050
3	1,566	1,327
Total	8,082	7,662

ii. Conduct of Examinations

The examinations were organised in all the ten regional capitals in addition to Liberia, New York and London. The May 2016 Professional examination was held from 9th to 13th May 2016, and the November 2016 Professional examinations was held from 7th to 11th November 2016. The examinations went on well in all the centres.

iii. Summary of The Professional Examinations Results

Level One	November 2016		May 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	188	14.81	256	19.92
Partially Passed	1,081	85.19	1,029	80.08
Total	1,269	100	1,285	100
Level Two	November 2016		May 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	370	7.05	470	9.31
Partially Passed	4,877	92.95	4,580	90.69
Total	5,247	100	5,050	100

Level Three	November 2016		May 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	247	15.77	255	31.55
One Paper Referral	243	15.52	146	29.46
Two Papers Referral	347	22.16	334	18.49
Three & Four Papers Referral	729	46.55	592	20.50
Total	1,566	100	1,327	100

3.4.2 Accounting Technicians Scheme, West Africa (ATSWA)

i. Registration

The registration of students for March and September exams started on 1st February and 1st August respectively. At the end of the registration period, candidates who registered for the various levels were as follows:

Part	Students' Numbers – Sept. 2016	Students' Numbers – March 2016
1	19	33
2	42	37
3	58	45
Total	119	115

ii. Conduct of Examination

The exams were held in Accra, Kumasi, Cape Coast and Sunyani on the scheduled dates. The candidature for each centre is given below:

March 2016

Part	Accra	Kumasi	Cape	Sunyani	Total
I	30	0	3	0	33
II	33	2	1	1	37
III	41	1	0	3	45
Total	104	3	4	4	115

September 2016

Part	Accra	Kumasi	Cape	Sunyani	Total
I	18	0	1	0	19
II	37	3	1	1	42
III	54	1	0	3	58
Total	109	4	2	4	119

iii. Summary of ATSWA Results

Level One	September 2016		March 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	8	42.11	11	33.33
Partially Passed	11	57.89	22	66.67
Total	19	100	33	100
Level Two	September 2016		March 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	5	11.90	4	10.81
Partially Passed	37	88.10	33	89.19
Total	42	100	37	100
Level Three	September 2016		March 2016	
	No. of candidates	%	No. of candidates	%
Fully Passed	22	37.93	24	53.33
Partially Passed	36	62.07	21	46.67
Total	58	100	45	100

3.4.3 Review of Syllabus

ATSWA Syllabus have been revised and the new syllabus will take effect from September 2017 diet examination.

3.4.4 Training of Examiners

The Institute with the support of the Institute of Chartered Accountants in England and Wales (ICAEW) organised a workshop for Examiners funded by the UK Department for International Development (DFID). The workshop was to enhance examiners skills in setting, moderating and marking professional examinations.

The objective of the workshop was to provide question setters and moderators with relevant skills to enhance their capacity in setting, moderating and marking professional examinations. The course gave the examiners opportunity to review and discuss their own questions and how it can be improved.

There were two day courses for each of the three levels of the Professional Qualifying Examinations. The workshop covered:

- » The New Syllabus
- » Knowledge level

- » Application Level
- » Advanced Level Skills
- » Developing a competency framework
- » The new ICAG learning materials
- » Planning a question and paper strategy
- » Developing a question paper
- » Testing and justifying questions
- » Assessment and marking

Participants were made to review and comment on the November 2015 diet examinations questions, as well as improving questions and marking schemes using ICAG exams questions. The workshop dates were as follows:



Levels	Dates	Attendance
Level one	18th to 19th January, 2016	19 Examiners
Level two	22nd to 23rd January, 2016	23 Examiners
Level three	27th to 28th January, 2016	24 Examiners

The workshop was very successful and it reflected in an improved May 2016 questions as compared to November 2015 questions.

3.5 EDUCATION AND TRAINING COMMITTEE

3.5.1 Registration of Students

The department registered a total of three thousand seven hundred and forty -six (3,746) students over the period. One hundred and eighty-five (185) out of this number were granted scholarship to pursue the ICAG professional course. The total registration for 2016 represents an increase of three hundred and fifty-seven (357) over the 2015 registration.

3.5.2 ICAG School

The ICAG School registered a total of one thousand, three hundred and seventy four students (1,374) to be prepared for the May 2016 examinations. For the November 2016 session, a total of one thousand, three hundred and ten students (1,310) were registered. Comparative student intake figures for the May 2016 and November 2016 school sessions are tabulated below.

LEVEL	May 2016	November 2016	Difference
One	399	350	-49
Two	801	791	-10
Three	174	169	-5
Total	1374	1310	-64

3.5.3 Business Development Unit

The unit engaged in a number of activities geared towards achieving its core mandate of creating awareness about the Institute's activities among the general public. Key among these activities are the following;

a. Participation in Educational Fairs and Seminars

The unit participated in the I-Texon Educational fair in the Eastern, Volta and Upper East regions. This afforded the unit opportunity to introduce the ICAG brand to about two thousand (2,000) students.

BDU also honoured invitations by SRCs, Departments and Halls of Residence of various tertiary institutions to create awareness during their special programs.

b. Outreach Programmes

The unit also visited a total of about 80 institutions throughout the country for outreach programs.

c. Student Database

In collaboration with the IT and Examination Departments the unit has developed a more reliable student database.

d. Sponsorships

BDU also arranged sponsorship for various worth-while student activities on various campuses to enhance the visibility of the ICAG brand.

3.5.4 ICAG Regional Offices

During the year staff of the Kumasi and Cape Coast Regional Offices engaged in outreach activities in their catchment areas similar to what BDU did in Accra and other places. The performance at the regional offices provided significant increase to students' enrolment for 2016. Opening of the Tamale Regional Office is in progress.

3.5.5 ICAG Library

The library continues to function basically as a reading area due mainly to the absence of current reference books, periodicals etc.

3.5.6 Chartered Diploma Programme

The ICAG Chartered Diploma programme is a professional diploma with specialization in various fields of study in business. Two modules, in Treasury and Risk Management and Forensic Audit were organised in the 3rd quarter (13th August – 15th October 2016). A total of 79 professionals participated in the 10-week programme organised in Accra and Kumasi.

3.6 ADMISSIONS COMMITTEE

3.6.1 Introduction

The year 2016 saw an increase in number of members admitted as compared to 2015. In 2016, a total of six hundred and forty - six (646) members were admitted as compared to five hundred and eighty-eight (588) in 2015. This represents an increase of 8.98%. At the close of 2016, total membership of the Institute stands at five thousand, one hundred and fifty-three (5153).

3.6.2 Admission Ceremonies

The 1st Induction Programme for the year 2016 was successfully organised by the Institute for students who were successful in the November 2015 examination diet and also members of other accounting bodies who wanted membership of ICAG. The programme took place at Labadi Beach Hotel, La from Thursday 17th to Friday 18th March, 2016. Of the three hundred and seventy - eight (378) applications received, three hundred and forty - one (341) were ICAs and thirty - seven (37) were from other professional bodies. After processing, three hundred and seventy - two (372) were approved and invited for the Induction programme. Out of 372 approved, 364 persons responded and paid the required fees to be able to attend the two day induction course. There were 309 male inductees representing 85% of the total Induction participants and 55 Female inductees also representing 15% of the total participants. These 364 inductees were admitted at a graduation ceremony held at the Accra International Conference Centre on 23rd April, 2016.

Out of the 394 students that passed the November 2015 exams, 336 applied for membership, 255

qualified to be inducted, the remaining 77 were associates. Therefore our associate data has been increased by 139 graduands.

The oldest inductee, 61 year old Mr. Stephen Magsia Kabange works with Mennonite Economic Development Associates (MEDA) as a Grant Coordinator. The youngest inductee was Mr. Stephen Tetteh Olesu, 25 years, also works with ACCU-Computers Ltd as an Expeditor. The two - day Induction programme ended successfully with Mr. Frederick Angmor Boateng who is an Accounts Officer at the Hope Children's Village being chosen as the President of the 1st batch of inductees for the year 2016.

The 2nd Induction Programme for the year 2016 was organised at La Palm Royal Beach Hotel, La from Thursday 6th to Friday 7th October, 2016. 313 applications were received and 287 were approved. Out of 287 approved list, 282 responded and paid the required fees to be able to attend the two day induction course. There were 238 male inductees representing 84% of the total Induction participants and 44 female inductees also representing 16% of the total participants. These 282 inductees were admitted at a graduation ceremony which was held at the Accra International Conference Centre on 22nd October, 2016.

Out of the 259 students that passed the May 2016 exams, 148 applied for membership and were inducted. Therefore our associate data was increased by 111 graduands. The oldest inductee and graduand at age 65 was Mr. George Tetteh Adamah who works with The HR People Ltd as a partner, while Mr. Bright Mensah Nuworsah, 22 years, works with Oddy Co. Ltd, became the youngest graduand and inductee.

3.6.3 Practising Certificate

By the end of November 2016, ninety-four (94) members had applied for the issuance of practicing certificates. Thirty-nine (39) of the applications were approved and 55 are still being processed. Out of the 39 approved, 12 were issued to applicants who went through a five-day Orientation Programme organised by the Institute from 13th to 17th January, 2015 at the Secretariat and 27 were approved through the normal application process. As at 30th November, 2016; 385 Practitioners had paid their Practising Certificate fee for the year 2016.

3.7 MEMBERS' SERVICES COMMITTEE

3.7.1 Ga North District Society (GANDS)

General Meetings

The society held twelve general meetings during the year 2016. The highest attendance recorded at general meetings was 58 in the month of October whilst the lowest was 30 in the month of January. The average attendance at meetings was 40 for the year.

Programmes

The following CPDs were held during the year:

- » New Income Tax Law; presented by Mr. Abdallah Ali-Nakyea a member of ICAG and Tax Consultant and Advisor.
- » Mergers and Acquisition; by Dr. Adu Anane-Antwi of GANDS and DG of SEC.
- » Brief presentation on Public Financial Management Bill by Mr. Kwabena Hemeng Ntiamoah, a Council Member and member of GANDS.
- » Cloud Computing; by Dr. Tobbin of GIMPA.
- » New Pensions Act; by Mrs. Victoria Armah, CEO of Pen Trust.
- » GANDS Week Lecture on Cyber Security-Safeguarding Your IT Environment; Facilitated by Mr. Albert Antwi-Boasiako and Mr. Eric Yankah.

Social Activity

- i. Trip to Atuabo and Aboadze Power Plants
- ii. Trip to South Africa
- iii. Visit to Ashongman Basic School to make a Computer donation.

Other activities of the society were:

- » A trip to Ada River Resorts.
- » Atuabo Power Plant and Nzulezu.
- » Industrial visit to Tigo.

3.7.2 Accra East District Society

Meetings

The society used the SSNIT Guest House as the venue for all its CPD programmes and general meetings. There was only one (1) general meeting and CPD Programme held throughout the year on 25th February, 2016 and 14th July, 2016 respectively due to circumstances beyond control. Attendance on each occasion were eighteen (18) and sixteen (16) respectively which were not encouraging compared to the society's recognized membership of fifty-seven (57).

Activities Undertaken During the Year

- » **CPD: E-MONEY** - This programme was held on the 14th July, 2016. The presentation was made by a Senior Management personnel of HFC bank.

Objective of the Presentation

The objective of the presentation was to bring to the attention of members:

- » The extent to which E-Money has evolved over the years.
- » The volume of E-Money Transactions compared with Traditional Banking

Lessons Learnt

- » E-Money transactions are convenient and avoid risk of theft and armed robbery.
- » E-Money is a product of the telecommunication companies (Telcos) and implemented in collaboration with the traditional banks.
- » The banks, private individuals and companies mediate as agents for the Telcos to execute transactions with clients.
- » E-Money has achieved high patronage and its current volume of transaction is a threat to the traditional banking activities.
- » Plans are far advanced to develop an interface between one's bank account and mobile money account through which money can be transferred from the bank account into the mobile money account and vice-versa.

Challenges

- i. Attendance at the general meeting and CPD programme recorded some improvement compared to the previous years. However, the numbers were still low in view of the society's membership of fifty-seven (57) in the Register.
- ii. The majority of the programmes earmarked for the period could not come

off due to difficulties in getting resource persons on scheduled dates and time.

Recommendations

- i. Member Services Committee of the ICAG Council should task members to attend district society meetings and to get more involved in its programmes by allocating credit hours for meetings and programmes.
- ii. Members should also encourage each other to attend society meetings and programmes.

We hope 2017 presents a better outlook and opportunity for members to attend meetings because of the expected motivation from the ICAG Secretariat

3.7.3 Tamale District Society (TADS)

Introduction

The Tamale District Society (TADS) has been in existence since 2009. The society undertook a number of activities in 2016 with quite an impressive participation by its members. This report presents and appraises the activities and events of the society in 2016.

Membership

The total number of members of the Institute who have attended meetings and participated in the activities of the society stands at 80. After the induction of new members into the Institute, the society witnessed the entry of 12 new members.

Activities Undertaken During 2016

- » **Meetings** - The society holds its monthly meetings on the last Saturday of every calendar month at 4.00 pm. The meetings are held at the Conference Room of the Tamale Teaching Hospital (TTH). Average attendance at meetings of the society stood at twenty (20).
- » **Continuous Professional Development Programmes (CPDs)** - The society organised two (2) CPDs in 2016. These were CPD on the 2016 Budget – Economic Outlook and Tax Updates and CPD on IFRS Updates.
 1. **CPD on the 2016 Budget** – Economic Outlook and Tax Updates by Mr. Abdallah Ali-Nakyea,
 2. **CPD on IFRS Updates** - Mr. Augustine Addo, the Acting CEO of the Institute. The CPD covered the following standards:
 - » Leases – IAS 17 and IFRS 6
 - » Financial Instruments – IAS 32, IAS 39, IFRS 7 and IFRS 9
 - » Regulatory Deferral Account – IFRS 14
 - » Revenue from Contracts with Customers – IFRS 15
 - » Employee benefits – IAS 19
 - » Accounting for Government Grants & Disclosure of Government Assistance – IAS 20
- » **Corporate Social Responsibility**

As part of its corporate social responsibilities, the society planned to undertake outreach programmes in two

Senior High Schools and made donation to an orphanage.

» **Outreach Programmes**

In February, 2016, the society had outreach programmes in two Senior High Schools in Tamale. The schools were Tamale Girls Senior High School and Northern Business Senior High School. The programmes received massive attendance by students and teachers in the schools. Participants were educated on the Institute, its management and governing board, structure of the examinations, how to enroll as a student, how to become a Chartered Accountant and the prospects associated with the profession.

» **Health Walk and Fun Games**

Tamale District Society commenced the 2016 Accountancy week on 21st May, 2016 by embarking on health walk, which witnessed an impressive turn out of Members. Members marched through the principal streets of Tamale accompanied with brass band music for a period of two hours. Later in the evening on the same day, the Society had a football match with Tamale Teaching Hospital Branch of Health Accounting Staff Association of Ghana (HASAG).

» **End of Year Party**

This programme was held on Saturday, 23rd January, 2016 at the Radach Memorial Centre. It started at approximately 4:00 pm after a CPD on the 2016 Budget – Economic Outlook and Tax Updates. It

comprised of a dinner and entertainment. It was well attended by members of the society and some non-members who participated in the CPD earlier in the day.

» **Annual General Meeting**

In accordance with Article 28 of the society's Constitution, the Tamale District Society had its maiden Annual General Meeting (AGM) on 30th April, 2016. It was held at the Conference Room of the Tamale Teaching Hospital (TTH). The Institute was represented by Mr. Patrick Mensah, the Director of Students Services of the Institute.

» **Office Accommodation for Tamale Office of the Institute**

The society has successfully secured an office accommodation for the Tamale Office of the Institute of Chartered Accountants (Ghana). The office is in a two-storey building located at Gubihini, a suburb of Tamale. The office has been inspected by the Institute. Repair works have been done on it and it is currently ready for use.

» **Challenges**

The society was faced with a number of challenges in the year under review. They include:

- i. Poor contributions towards programmes.
- ii. Late registration and payment for CPDs.
- iii. Lack of office equipment for the society

Recommendations

In the light of the challenges faced by the society, the following recommendations are made.

1. To improve member participation in the activities of the Institute and the Societies, the Institute should enforce the mandatory 35 credit hour requirement.
2. The Institute should consider organising some CPDs in Tamale for members residing and working in the Northern, Upper East and Upper West Regions.
3. It is recommended that the Professional Accountant Newsletter of the Institute should be regularly published and made available to members either in print or electronic.
4. The annual grant from the Institute should be significantly increased.

3.7.4 Ho District Society (HODIS)

Introduction

The year 2016 marked the sixth anniversary of the inauguration of the Society. And we are pleased to report that the Society has seen a steady growth in membership, and increase in CPD activities over the years. HODIS was inaugurated on 1st December, 2010.

Membership

The Society had forty-eight (48) active members on its register, at the end of December, 2016, as against thirteen (13) registered members in 2010.

Election of New Executives

The term of office of the previous executive members ended in March, 2016. In line with the

Constitution of the Society, an election was held during the Annual General Meeting of the Society on 30th March, 2016. The new officers have since taken office.

Meetings

The Society organized monthly meetings between 5:00 pm and 7:00 pm. The highest attendance of eighteen (18) members was recorded on 20th April, 2016 and the lowest attendance of nine (9) members was recorded on 23rd November, 2016.

Continuous Professional Development (CPD)
The Executives continue to place premium on the professional development of members. Accordingly, three CPD programmes were organized during the year as follows:

- a. Talk on Stress Management; delivered by Miss Lydia Nyametsey, from the Mental Health Unit of Volta Regional Hospital, Ho
- b. Updates on IFRS was facilitated by Mr. Augustine Addo, the Director of Members Services
- c. Updates on IPSAS: Dr. Williams A. Atuilik, a member of Council was the Resource Person

Funerals

During the year under review, the following members were bereaved:

- i. Ms Patience Amuzu lost her father; and
- ii. Mr Moses Akagla lost his daughter.

Members commiserated and supported them accordingly.

Challenges

Low attendance at general meetings and non-payment of dues by members had been the major challenges for the Society during the past year. But we are hopeful to see some improvements in the year 2017.

3.7.5 Association Of Women Accountants – Ghana (AWAG)

International Federation of Women Accountants (IFWA) Conference

In April 2016, AWAG held its debut 3-day international conference dubbed IFWA 2016 under the theme: “Building Stronger Institutions to Mitigate Corruption: Development from the Bottom Up; Role of the Professional Woman”.

IFWA 2016 was attended by 267 women accountants from Ghana and 10 other African countries. It attracted the participation of the Chief Executive Officer, Chief Operating Officer, as well as the President of the International Federation of Accountants (IFAC). AWAG appreciates the immense support of ICAG (both financial and human resource support) towards the success of the conference. AWAG handed over the presidency of IFWA to Kenya at the IFWA Conference. The new IFWA president (Kenya) together with Ghana and Nigeria were tasked with reviewing IFWA’s constitution and developing a 5 year strategic plan for IFWA.

AWAG Nite

AWAG Nite was organised closely after the IFWA Conference where the new face of AWAG was launched under the theme ‘AWAG IS RISING’.

AWAG also recognised its past Presidents who had laid the 'eggs', the foundations of AWAG which have now been hatched into full grown chicks. Citations were presented to: Madam Aurore Lokko, Patron and the First AWAG President, Late Mrs. Cecilia Nyann, Second AWAG President (posthumously), and Mrs. Angela Peasah, the Third AWAG President. Also, a citation was posthumously presented to Late Helen Boafo, a non-accountant former Director of ICAG who gave much support to AWAG while she was alive.

Award for Best Female ICAG Student

AWAG sponsored awards for two best female candidates of ICAG Graduation Ceremonies for the May and November Examinations respectively.

Annual Dinner Party

As part of AWAG's annual program, the eve of the Farmer's day was set aside for the 2016 AWAG End of Year party. The Dinner Party was aimed at providing rich grounds for reviving, bonding and networking opportunities for its members and also to take stock of all activities carried out during the year. The End of Year Party was held at Golden Tulip Hotel, Accra and it was attended by 64 Chartered Accountants including, other professionals from other fields.

3.7.6 Cape Coast District Society

Introduction

The year 2016 was an exhilarating, momentous and successful year for the Society by all standards. This report gives account of the membership structure, programmes and activities for the year 2016 as well as key goals that have been stipulated for the year 2017.

Membership

In the year under review, the Society saw an increase in membership from sixty (60) to sixty-five (65) registered members. This represents approximately 8.33% increase in membership. Membership has grown from thirty-one (31) as of the time of inauguration of the Society in 2013 to its current membership of sixty-five (65) which represents 109.68% increase.

Programmes and Activities

1. General meetings

The Society successfully organized all of its quarterly meetings for the year 2016 on 11th February, 2nd June, 1st September, and 1st December, 2016 with an average attendance of about twenty-seven (27) members.

2. Continuous Professional Development Programmes

Four Continuous Professional Development (CPD) Programmes were organized with details as follows:

i. IFRS 13 Update

This was held at the Elmina Beach Resort, Elmina on 10th of March, 2016 and was facilitated by Rev. George Nii Tackie (CA), a lecturer at the Business School of University of Cape Coast. Members present were 37.

ii. The New Income Tax Act, 2015 (Act 896); What The Accountant Needs To Know

This was facilitated by Mr. Abdallah Ali-Nakyeya, CA (Gh), the Managing Partner of

Ali-Nakyea & Associates at the Senior Staff Club House, University of Cape Coast on 9th June, 2016. Members present were 54 with external participants of 93 from Cape Coast.

iii. **Understanding the Full Implications of the Pensions Act 2008 (Act 766)**

This was held at the Bedrock Hotel, Anomabo on the 11th of August, 2016 and was facilitated by two Senior Officers from the National Pensions Regulatory Authority. Members present were 18.

iv. **Writing A Winning Business Plan**

This was facilitated by Prof. Edward Marfo-Yiadom, CA and Associate Professor, UCC School of Business at the UCC Senior Staff Club House on the 17th of November, 2016. Members present were 34.

3. End of Year Dinner

The Society rounded the year 2016 up with a get-together Dinner-Dance held for members and their spouses/partners at the Pempamsie Hotel on the 15th December, 2016. This event was very well attended by 78 people, an improvement over that of 2015.

3.7.7 Kas City District Society

Introduction

The Executive Committee of KAS City District Society is pleased in presenting the Report of Activities for the Year ended 31 December, 2016.

Meetings

The District Society organised monthly meeting every third Sunday of the month between 4:30 pm and 7:30 pm. The highest attendance was recorded in February with twenty five (25) members and the least was recorded in April, June and September with fifteen (15) members. During the year under review the District Society organized fourteen general meetings, four of which were Continuous Professional Development (CPD).

Continuous Professional Development

Four Continuous Professional Development programmes were organised as follows:

- i. Competitive Proposal Writing by Mr Edem Semanu
- ii. Stress Management by Nii Nortey Duah
- iii. Changes in Act 896 delivered by Mr. Dominic Naab
- iv. Preparing for Tax Audit delivered by Mr. Dominic Naab

Attendance at ICAG Public Programmes

- i. The District Society was represented by five (5) of her members at Post Budget Review and the effect of the new Income Tax Act, 2015 (Act 896) on businesses in Ghana
- ii. Three (3) members of Kascity District Society of ICAG who hold membership of the Institute of Internal Auditors (IIA) attended the 2016 Internal Auditors Conference held on 9th and 10th September 2016 at the International Conference Centre, Accra.

- iii. A delegation of three (3) were present at each of the two (2) Graduation and Admission Ceremony held by the Institute to introduce the District Society to newly qualified members residing in Kasoa and its environs.
- iv. The District Society was present at the Annual General Meetings (AGM) and fully participated in the General Election conducted to elect new Council Members.

- » Nsanyya Senior High Commercial School
- » Christian Methodist Senior High School

End of Year Get Together

On the 17th December 2016, an End of Year Get Together was organised at Samaritan Hotel near the Toll Booth on the Kasoa-Mallam highway.

Invitation was extended to the staff of ICAG Secretariat and other sister societies. In attendance were KAS City Business School students from Gambia and Nigeria and lecturers of KAS City Business School.

Membership Drive

Our resolve to reach out to qualified accountants within Kasoa, Weija, Winneba and beyond was on course. Though Three (3) of our members relocated to other District Societies due to change of jobs and workplace we had equal replacement from members residing in Winneba and Agona Swedru. The KAS City District Society is coordinating the establishment of an autonomous District Society for the University of Education, Winneba.

Conclusion

We solemnly pledge to continue organising members in and around Kasoa for the growth and development of our noble profession.

Outreach Programmes

The year under review witnessed outreach programmes aimed at promoting ICAG Professional Courses to undergraduates in Tertiary and Second Cycle Institutions within KAS City catchment area. Mention could be made of the following Institutions:

- » Kaaf University
- » University of Cape Coast - College Distant Education at Ngleshie Amanfro
- » Jayee University College
- » Reagent University College
- » Kings University College
- » University College of Management Studies
- » West End University College

3.7.8 Accra West District Society – AWDS

Introduction

The Executive Committee of Accra West District Society – AWDS, with pleasure presents its Report of Activities for the year ended 31 December, 2016.

Meetings

AWDS held ten (10) General Meetings out of the expected twelve (12) and three (3) Executive Meetings.

Continuous Professional Development (CPDs)

We organized self-advancement and professional knowledge updates which were facilitated by seasoned resource persons, as listed below;

- i. New Income Tax Act and its Impact of Businesses – facilitated Mr. Gyamerah – Deputy Commissioner GRA and Mr. Ali Nakyea, Managing Consultant-WTS.
- ii. 2016 Budget and How to Increase Public Sector Productivity- Hon Kan Dapaah, Former President ICAG.
- iii. Risk Based Approach to AML/CFT Compliance for Professional Accountants” facilitated by Mr. Kofi Amua-Awuah, Bank of Ghana.
- iv. Maximising Tax and Non Tax Revenue to meet the 2016 Budget Public Expenditure” facilitated by Mr. Ali Nakyea, Managing Consultant-WTS.
- v. Enterprise Risk Management – The Way forward to business sustainability- Mr. Emil Elikem Amenuvor - SSNIT.
- vi. Discussion of the Institute’s Annual Report and Financial Statements and the Accountants Conference.
- vii. How Do We Maintain The Value Of Our Pension Investment”? - By Mr. Andrew Agblobi

Social Activities

- i. The District Society also undertook an outreach and Book donation program at Ebenezer Senior High School where over 300 books was donated to the School.
- ii. A Family Day Out session was organised at Tesano Club House. Members and their families were taken through aerobics and other exercises.

Challenges

- i. AWDS has a challenge of members attending meetings regularly and also effectively participating in programs.

- Majority of the membership, however, were active on our social media platforms.
- ii. It is our observation that the introduction and encouragement of the formation of year groups is undermining the ideals of the District Society concept as a program of harmonizing accountants’ interest and professional development.

3.7.9 Kumasi District Society

Membership

As at the end of December 2016, membership of the society stood at 136 as against 102 recorded in the previous year. Twelve (12) new members; made up of ten (10) males and two (2) females joined the district society during the year. They were all newly qualified members who responded to the call to join district societies during the induction and admission ceremonies of the Institute.

Meetings

The Kumasi District Society continues to meet at the Kumasi Metropolitan Assembly on every second Tuesday of the month. Average attendance at meetings was fifty-six (56) as compared to fifty (50) in the previous year.

Activities Undertaken for the Year 2016 CPDs Organized

The following CPDs were organized at our meeting days to equip our members:

- » Government Borrowing and its effect on Development
- » Issuing of Bonds / Taxes and National Development

- » The Role of Banks in Developing an Economy
- » Corporate Governance
- » Taxation – Avoidance and Evasion
- » IFRS Updates
- » IPSAS Updates
- » Code of Ethics

Speakers at these CPDs were seasoned members of the profession and other professionals like tax consultants and bankers

Apart from CPDs at our meetings, the Society organized one day seminar/workshop at the Golden Bean Hotel in Kumasi which was opened to the public to thoroughly discuss the practical ways to go about first time adoption of IFRS. The programme was very successful with an attendance of 70 people.

Outreach Programme

Our members who are lecturing in the various tertiary institutions were tasked to sensitize students and promote the ICAG programmes to them. Feedback from these lecturers indicate that more students are now registering as ICAG students. We appreciate their efforts and respectfully ask them to sustain it.

Social Activities

The Society was able to organize one Health Talk on diabetes at a meeting. As usual, the society honoured lots of invitations from our members regarding weddings and bereavements.

Our annual get-together also came off very successfully as scheduled. It was graced by the Ag Chief Executive of ICAG. Our dedicated assistant secretary who had been transferred at his work place from Kumasi to Accra was honoured at that function.

Social Responsibility

Members made themselves ready to assist in the monitoring of the 2016 Presidential and Parliamentary Elections which was to be organized by CODEO but were disappointed as the programme did not come on. Since the organized one did not take place, some of the members volunteered and became pooling station agents/observers in Kumasi and its environs. Two of the members went outside Kumasi to be pooling station agents/observers in Koforidua and the Northern region respectively.

Challenges

Although attendance at meetings has improved as compared to the previous year, the numbers are still low. Participation of members at social functions and gatherings like funerals and our end of year get-together is also very poor and needs to be improved tremendously.

Conclusion

The Executive Committee believes that the year 2016 was successful and hopes 2017 shall present better outlook and opportunities for members to attend meetings and programmes; to develop and improve our skills and competencies as well as our social lives.

3.7.10 Tema District Society

Introduction

The Executive Committee submitted the Annual Report of the Tema District Society for the year ended 31st December 2016.

Meetings of the Executive Committee

The Executive Committee held three (3) meetings to plan and ensure the implementation of the District Society 2016 Program. The society holds meetings on the third Wednesday of each month. The venue for the meetings is Hotel Joecarl in Community 6 Tema.

Activities Undertaken For the Year 2016		
i.	Update on Tax Laws Act 896 and the various amendments	Mr. Abdallah Ali- Nakyea.
ii.	Ghana Road Traffic Act	Mr. Kwesi Yirenkyi
iii.	IFRS for SMEs: the Practical Way by	Mr. Kwabena Situ
iv.	Due diligence on International Contract	Mr. K K Eyiah
v.	IFRS on Public Sector Accounting	Mr. Augustine Addo
vi.	Internal Audit in Practice	Mr. Ben Kodua
vii.	Annual General Meeting	

Social Activities

The society held its end of year party with our spouses.

- a. Attendance at General Meetings and Programmes.
- b. Participation in programs and activities.
- c. Payment of membership dues
- d. Resource Persons

Membership

Current membership on which dues have been accrued for the 2016 Financial Year is 40. Our total membership stands at 69. The Executive Committee, once again, urges all members to scout for ICA [Ghana] members within the Tema District to enhance the growth of our District Society.

The Executive Committee therefore takes this opportunity to urge members to be pro-active in addressing these challenges to ensure the sustenance of the District Society.

Challenges

The following continue to be the key challenges facing the Tema District Society:-

Conclusion

The Executive Committee extends its warmest appreciation to all members who have supported the Society in diverse ways during the year under review. In this regard, special mention has to be made of Messrs Opoku, Andoh & Co. for their continued and immense support in the provision of logistics to the Executive Committee and Members.

3.7.11 Sunyani District Society (SUDIS)

Introduction

The Sunyani District Society (SUDIS) has been going through difficult times due to transfers and poor attendance to meetings by members. Despite these challenges, the Society was able to organise some programmes within the year.

Activities

1. Meetings

The Society was able to organise seven general meetings and 5 Executive Committee meetings throughout the year.

2. Outreach programmes

In March 2016, the District Society invited over sixty (60) selected students from the various senior high schools as well as tertiary institutions in Sunyani to an outreach programme on the processes involved when one wants to pursue the professional accountancy programme. The programme was held at the Sunyani Polytechnic Auditorium.

In July, another outreach programme was organised at Notre Dame Girls SHS. Two (2) members talked to about 220 students to develop their interest in ICA programme.

3. Lunch Meetings

The District Society met with over 30 ICA students in and around Sunyani prior to November 2016 exams. The aim was to motivate the students prior to the exams in November.

4. Planned activities for 2017

For the year 2017, SUDIS has planned series of topics for Continuous Professional Development programmes. They include Deferred Tax, Updates for IFRS and public lectures on GIFMIS. Our normal outreach programmes, general meetings and lunch meetings with ICA students shall not be left out.

3.7.12 SPINCITY DISTRICT SOCIETY

1. Elections of Executive Committee

The Executive Committee Members below were elected for a two-year term on 22nd April, 2016.

Dr Kwame A. Boasiako	Chairman
Love-Lily Adusei	Vice Chairperson
Gamele Anaglate	Secretary
Doris Akutey	Treasurer
Dr Kwame Aveh	Executive Member
George Mensshan	Executive Member
Robert Annan	Executive Member

2. Continuous Professional Development (CPD)

During the year under review, seven (7) Continuous Professional Development (CPD) seminars were organized by the District Society, whereby highly qualified professionals in the areas of cyber-crime, financial management, medicine and the judiciary served as the resource persons. The topics are as follows:

- i. Healthy diet for the Accounting Professional
- ii. Tomorrow's CFO – The key success factors
- iii. Cyber-crimes and its effects on individuals and companies

- iv. The new Pensions Act and its significance
- v. The budgetary system of Ghana
- vi. Heart diseases and its effects of our health status in general
- vii. The workings of the Ghana Judicial System and the Judiciary

3. Special Visit

During the year the District Society had the privilege of hosting the Chief Executive Officer, Mr. Moore for interaction.

4. E-Voting Trial

The Society on trial basis became the first district to use the online voting that was later put on hold for the 2016 Council elections.

5. New Members

During the year under review nine (9) new members registered to join the District Society.

6. Membership Strength

The District Society has about forty (40) active members and about one hundred (100) non active members. Average number of meeting attendance stands at about twenty five (25).

7. The Way Forward For 2017

2017 marks 10 years since the formation of the District Society in September 2017 by seven founding members, namely:

- a. Dr. Kwame Antwi-Boasiako
 - b. Mr. Kobina Nkum Akwa
 - c. Mr. Victor Annan
 - d. Mr. Samuel Quarm
 - e. Mr. Ben Abrakwa
 - f. Mr. Maxwell Asare-Brewu
 - g. Mr. Stephen Enchil
- » In view of that a 10 years anniversary planning committee has been put in place to plan the celebration of the anniversary in a grand style. We hope to ask the Head Office to support us both in logistics and financially to ensure fitting and successful celebrations.
 - » We plan to continue with our regular CPDs in varied areas of all human endeavours and the accountancy profession to help members to attain the required credit points to sustain their membership.
 - » We also plan to do outreach programmes to increase our membership as well as raise the interest of non-active members.
 - » We also wish to appeal to the Head Office to increase the subsidy of GH¢1,500.00 to District Societies, which has seen no upward adjustment for a couple of years now.

3.7.13 Sekondi-Takoradi District Society

Introduction

The Sekondi-Takoradi District Society is the only district body in the region and for now controls the membership of the entire Western Region.

Membership

The year started with a membership of thirty-four (34). We were joined by new ones though some left on transfers. We also lost one member to death, at whose funeral the Institute sent a representative and donation. We ended the year with forty-eight (48) members.

Attendance at Meetings

Meetings of the Society continue to be held once a month on the last Thursday of every month at Ghana Ports and Harbours Authority Senior Club House in Takoradi.

In all, twelve meetings were held; ten regular meetings and two emergency ones.

Our meetings during the year were well attended since the numbers were always more than fifty percent.

CPDs

The Institute organized three (3) CPD's during the year:

- i. 2016 Budget – Economic Outlook and Tax Updates 10th-11th Feb, 2016
- ii. Management 5.0 July 27-28, 2016
- iii. Advanced Financial Modelling November 22-24, 2016

The District Society invited Mr Abdallah Ali-Nakyea to give a Presentation on Income Tax 2015 and Base Erosion and Profit Shifting (BEPS)

Annual Accountants Week Celebration

The District Society fully participated in the Accountants Week Celebration. We invited six (6) clubs from Takoradi to support members on a six kilometre walk through the principal streets of Takoradi. Fifteen of our members and Eighty-five members of various keep-fit clubs participated. Members' participation was quite poor.

We also attended a church service at Central Assemblies of God Church in Takoradi on the Sunday. The Chairman was hosted by a Radio/ TV Station – SKYY POWER FM and later, on Goodnews FM. On these programmes, the Chairman explained how one can qualify to be an Accountant, the Accountant's role, employment opportunities and how students are registered. Responses afterward have been encouraging.

Accountants Conference

The District also made a good representation at the Accountants Conference and the Annual General Meeting held in Accra.

Annual Get-Together

The Society scheduled its annual get-together to be held at Best Western Plus Atlantic Hotel on 10th February, 2017. It was well attended with representatives from Banks and other Financial Institutions officials as well as Ghana Air Force Base, The Ghana Police Command and Ghana Revenue Authority.

Social Gatherings

The chairman hosted members at his residence on September 2016.

Conclusion

The year was very eventful and successful.

It is our hope that we would be able to expand our coast next year to cover more grounds.

FINANCIAL STATEMENTS, 31 DECEMBER, 2016

CORPORATE INFORMATION

MEMBERS OF COUNCIL

Mr. Christian T. Sottie	President
Mr. Kwasi Asante	Vice-President
Dr Williams A. Atuilik	Member
Prof K. Adom-Frimpong	Member
Ms. Rebecca A. Lomo	Member
Mr. Kwabena Hemeng – Ntiamoah	Member
Ms. Sena Dake	Member
Mr. Kwasi Gyimah – Asante	Member
Mr. Daniel Yaw Domelevo	Member
Mr. Seidu Kotoma	Member
Mr. Michael Aseidu-Antwi	Member

Principal Place of Business

Accountancy Village
Okponglo, East Legon
P. O. Box GP 4268, Accra

Telephone

0544336701/ 2; 0277801422 – 5

Email: info@icagh.com

Website: www.icagh.com

Auditor

Mr. Emmanuel Ofosu Offei
9 Bissau Avenue, East Legon
Accra – Ghana

Bankers

Standard Chartered Bank – Ghana Ltd
GCB Bank Ltd
Barclays Bank Ghana Ltd
HFC Bank Ltd
Ecobank Ghana Ltd.

REPORT OF COUNCIL

The Council is pleased in submitting its annual report together with the audited financial statements of the Institute for the year ended 31st December, 2016 showing an Accumulated Fund of GH¢12,592,846 made up as follows:

	2016 GHs	2015 GHs
Balance as at 1st January	9,626,578	8,409,325
Add Surplus for the year	2,966,268	1,217,253
Balance as at 31st December	<u>12,592,846</u>	<u>9,626,578</u>

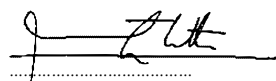
Results

The Statement of Profit or Loss and other Comprehensive Income for the year ended 31st December 2016 is set out on page 49.

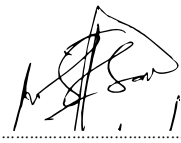
Activities of the Institute

The Institute carried out its main functions as enshrined in the Chartered Accountants, Act 1963, (Act 170.)

By Order of the Council



President



Vice-President

Date: 8th May, 2017.

INDEPENDENT AUDITOR'S REPORT

Opinion

I have audited the financial statements of The Institute of Chartered Accountants, Ghana, which comprise the Statement of Financial Position as at 31 December, 2016, and the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, together with notes to the financial statements, including a summary of significant accounting policies and other explanatory notes as set out on pages 49 to 67.

In my opinion, the accompanying financial statements give a true and fair view of the financial position of the Institute as at 31 December, 2016 and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRS) and in compliance with the Chartered Accountants Act 1963 (Act 170).

Basis for Opinion

I conducted the audit in accordance with International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report.

I am independent of Council, as per the requirements of the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code), and I have fulfilled my ethical responsibilities in accordance with the IESBA Code. I believe the

audit evidence I have obtained is sufficient and appropriate to provide basis for my opinion.

Responsibilities of the Members of Council for the Financial Statements

The Members of Council are responsible for the preparation of the financial statements in accordance with IFRS and in the manner required by the Chartered Accountants Act 1963 (Act 170), and for setting such internal controls as they determine necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, Council is responsible for assessing the Institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting. Council is responsible for overseeing the Institute's financial reporting process.

Auditors' responsibility

My 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 my opinion.

Reasonable assurance is a high level of assurance, but 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 an aggregate, they

could reasonably be expected to influence the economic decision of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, professional judgement and maintaining professional skepticism throughout the audit are essential.

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.

- » I also identify and assess the risks of material misstatements in the financial statements, whether due to fraud or error, and designed and performed audit procedures responsive to those risks, while obtaining audit evidence sufficient and appropriate to provide enough basis for my 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.

- » Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for purposes of expressing an opinion on the effectiveness of the Institute's internal controls.

- » Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Council.

- » Conclude on the appropriateness of Council's 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 doubts on the Institute's ability to continue as a going concern. If it is concluded that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of the report. However, future events or conditions may cause the Institute to cease to continue as a going concern.

- » 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.

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

This independent auditor's report is issued by **Emmanuel Ofosu Offei – ICAG/P/1102**

Emmanuel Ofosu Offei

Emmanuel Ofosu Offei - ICAG/P/1102
9 Bissau Avenue, East Legon
Accra - Ghana

9th May, 2017

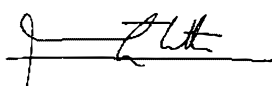
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	2016 GHs	2015 GHs
General Income			
Members Subscription and Fees	4.	3,951,438	3,302,916
Students Subscription and Fees	4.	3,683,694	3,084,787
		7,635,132	6,387,703
Operating Activities			
Examinations & Other Student Activities	5.1	3,786,826	3,882,884
Continuing Professional Development	5.2	173,230	90,210
Professional Body Activities	5.3	(1,175,810)	(1,242,061)
Other Operating Activities	5.4	125,594	186,984
Council/Committee Meetings	5.5	(322,960)	(181,225)
Capacity Building Programme	5.6	-	-
Employment Cost	6	(5,972,214)	(5,216,119)
General Administrative Expenses	7	(3,276,371)	(4,113,047)
		(6,661,705)	(6,592,375)
Net Surplus/(Deficit) before Investment Income		973,427	(204,672)
Investment Income	8	1,992,841	1,421,925
Net Surplus for the Year	15	2,966,268	1,217,253
Other Comprehensive Income		-	-
Total Comprehensive Income		2,966,268	1,217,253

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2016

	Notes	2016 GHs	2015 GHs
ASSETS			
Non-Current Assets			
Property & Equipment	9	3,919,526	4,518,983
Intangible Asset	9b	333,046	544,125
		<u>4,252,572</u>	<u>5,063,108</u>
Current Assets			
Inventories	10	341,565	336,740
Account Receivables & Prepayments	11	942,568	1,034,121
Cash & Cash Equivalent	12	10,295,768	5,799,609
		<u>11,579,901</u>	<u>7,170,470</u>
TOTAL ASSETS		<u>15,832,474</u>	<u>12,233,578</u>
MEMBERS' FUNDS AND LIABILITIES			
Members' Funds			
Accumulated Fund	15	12,592,846	9,626,578
Building Fund	14b	1,328,762	1,144,412
Prize Fund	14	553	-
Total Funds		<u>13,922,162</u>	<u>10,770,990</u>
Current Liabilities			
Subscription in Advance		254,078	182,666
Account Payables & Accruals	13	1,656,235	1,279,922
Total Liabilities		<u>1,910,313</u>	<u>1,462,588</u>
TOTAL MEMBERS' FUNDS AND LIABILITIES		<u>15,832,474</u>	<u>12,233,578</u>

The Council approved the 2016 Financial Statements set out on pages 49 to 67 on 8th May 2017



President



Vice President

STATEMENT OF CHANGES IN MEMBERS' FUND YEAR ENDED 31 DECEMBER 2016

	Accumulated Fund GHs	Building Fund GHs	Prize Fund GHs	Total GHs
Balance at 1 January	9,626,578	1,144,412	-	10,770,990
Surplus for the year	2,966,268			2,966,268
Building Fund		184,350		184,350
Decrease in Prize Fund			553	553
Balance 31 December	12,592,846	1,328,762	553	13,922,161

STATEMENT OF CHANGES IN MEMBERS' FUND YEAR ENDED 31 DECEMBER 2015

	Accumulated Fund GHs	Building Fund GHs	Prize Fund GHs	Total GHs
Balance at 1 January	8,409,325	989,662	4,499	9,403,486
Surplus for the year	1,217,253			1,217,253
Building Fund		154,750		154,750
Decrease in Prize Fund			(4,499)	(4,499)
Balance 31 December	9,626,578	1,144,412	-	10,770,990

STATEMENT OF CASH FLOWS YEAR ENDED 31 DECEMBER 2016

	Notes	2016 GHs	2015 GHs
Operating Activities			
Net Cash Inflow from Operations	16	4,459,309	2,612,322
Investing Activities			
Proceeds from Disposal	17	-	10,510
Purchase of Property and Equipment	9	(76,075)	(587,625)
Purchase of Intangible Asset	9b	(71,977)	(800,039)
		<u>(148,052)</u>	<u>(1,377,154)</u>
Financing Activities			
Movement in Prize Fund	14	553	(4,499)
Building Fund	14b	184,350	154,750
Net Cash generated from financing activities		<u>184,903</u>	<u>150,251</u>
Increase in Cash and Cash Equivalents	12	<u>4,496,159</u>	<u>1,385,419</u>
Movement in cash and cash equivalent			
At start of the year		5,799,609	4,414,190
Increase		4,496,159	1,385,419
At the end of the year	12	<u>10,295,768</u>	<u>5,799,609</u>

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2016

1. Reporting Entity

The Institute of Chartered Accountants, (Ghana) is a statutory body established under the Chartered Accountants Act 1963 (Act 170) for the regulation of the accountancy profession in Ghana. The Institute is an approved non-profit organization operating under the Ministry of Education.

The address of the Institute is Accountancy Village, Okponglo - East Legon, Accra.

2. Summary of Significant accounting policies

The principal accounting policies which have been consistently applied in the preparation of these financial statements are set out below:

2.1 Basis of preparation

The financial statements have been prepared in compliance with International Financial Reporting Standards (IFRS) issued by the International Accounting Standards Board. The financial statements have been prepared under the historical cost convention except for certain financial instruments classified as loans and receivables and carried at amortized cost.

2.1b Critical accounting estimates and judgments

The preparation of financial statements in conformity with IFRS requires the use of certain critical accounting estimates. It also requires

Council to exercise its judgment in the process of applying the Institute's accounting policies. All estimates and underlying assumptions are based on historical experience and various other factors that Council believes are reasonable under the circumstances. The results of these estimates form the basis of judgments about the carrying value of assets and liabilities that are not readily apparent from other sources.

Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and any affected future periods.

Areas involving a higher degree of judgment or complexity, or areas where assumptions and estimations are significant to the financial statements are:

- » Useful life of Property and equipment
- » Net realizable value of inventories
- » Recoverability of receivables
- » Classification of financial assets

2.1.2 Standards, amendments and interpretations of existing standards that are not yet effective and have not been earlier adopted by the Institute in preparing the Financial Statement for the year ended 31st December 2016.

Various new standards, amendments and interpretations to existing standards have been issued but are not yet effective. Below is a list of

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

new standards that are likely to be relevant to the Institute. However, Council is yet to assess their impact on the Institute's operation.

2.1.2.1 IAS 1 Disclosure Initiative

The amendment clarifies that a materiality applies to the whole set of financial statements and that the inclusion of immaterial information can inhibit the usefulness of financial disclosures. The amendment further explains that professional judgement should be used in determining where and what other information should be presented in the financial statements.

The effective date is annual periods beginning on or after January 2016, and the standards should be applied retrospectively.

2.1.2.2 IFRS 9 Financial instruments

This will replace the existing standard on the recognition and measurement of financial instruments and requires all financial assets to be classified and measured on the basis of the entity's business model for managing the financial asset and the contractual cash flow characteristics of the financial asset. The accounting for financial asset differs in various other areas to existing requirements such as embedded derivatives and the recognition of fair value adjustments in OCI.

All changes in fair value of financial liabilities that are designated at fair value through profit and loss due to changes in own credit risk will be required to be recognized in OCI.

The standard includes other provisions which will not be applicable to the Institute.

The standard will be applied retrospectively, and is effective for annual periods beginning on/after 1 January 2018.

2.1.2.3 IFRS 16 Leases

This standard which is effective for annual periods beginning on or after 1 January, 2019, will replace the existing standard IAS 17 Leases as well as the related interpretation and sets out principles for the recognition, measurement, presentation and disclosure of Leases for both parties to a contract, being the Lessee (customer) and the Lessor (supplier).

The core principle of this standard is that the lessee and the lessor should recognize all rights and obligations arising from the arrangements on the balance sheet.

The standard eliminates the classification of leases as either operating leases or finance leases as required by IAS 17 and introduces a single lessee accounting model, where a right of use (RoU) asset together with a liability for the future payments is to be recognized for all leases with a term of more than 12 months, unless the underlying asset is of low value.

The lessor accounting requirement in IAS 17 has not changed substantially in terms of this standard. It just provides enhanced disclosures for the lessor. The standard will be applied retrospectively.

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

2.1.2.4 IAS 7 (Amendments) Statement of Cash Flows

The amendment as part of the disclosure initiative requires entities to provide disclosures that enable users of financial statement to evaluate changes in liabilities arising from financing activities. The amendment requires that the following changes in liabilities arising from financing activities be disclosed and should be separate from other assets and liabilities:

- » Changes from financing cash flows;
- » Changes arising from obtaining or losing control of subsidiaries or other businesses;
- » The effect of changes in foreign exchange rates;
- » Changes in fair values; and
- » Other changes.

The standard will be applied retrospectively, and is effective for annual periods beginning on or after 1 January 2017.

2.1.2.5 IAS 16 & 38

The amendment clarified that depreciation/amortization method that is based on revenue that is generated by an activity that includes the use of the asset is not appropriate. Since this does not reflect the consumption of economic benefits of the asset, the standard is effective for annual periods beginning on or after 1 January 2016.

2.2 Foreign Currency translation

a. Functional and presentation currency

Items included in the financial statements are measured using the currency of the

primary economic environment in which the Institute operates ('the functional currency'). The financial statements are presented in Ghana cedis which is the Institute's functional and presentation currency.

b. Transactions and balances

Foreign currency transactions are translated into Ghana cedis using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlements of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognized in profit or loss.

2.3 Property and Equipment

Property and equipment is stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

The annual rates in use are as follows:

Furniture and equipment	20%
Motor Vehicles	20%
Fittings	20%
Library Books	20%

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

Leasehold land and buildings over the period of the lease

Full year's depreciation provision is made irrespective of the date of purchase. Normal repairs and maintenance expenses are charged to operating expenses during the financial period in which they are incurred.

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognized within 'other gains/(losses)-net' in the statement of comprehensive income.

2.4 Intangible Assets-Computer software

Acquired computer software licenses and intellectual property are capitalized on the basis of the cost incurred to acquire and bring to use the specific software. These costs are amortized on the straight-line basis over the estimated useful lives of the assets (three years).

Costs associated with developing or maintaining computer software programs are recognised as an expense as incurred. Costs that are directly associated with the development of identifiable and unique software program controlled by the Institute and that will probably generate economic benefits exceeding costs beyond one year, are recognised as intangible assets.

Computer software development costs recognised as assets are amortized over their estimated useful lives (three years).

2.5 Impairment of non-financial assets

The Institute assesses at each reporting date whether there is an indication that an asset may be impaired. If any such indication exists, or when annual impairment testing for an asset is required, the Institute makes an estimate of the asset's recoverable amount. The recoverable amount is the higher of the fair value less cost to sell and value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets or groups of assets. Where the carrying amount of an asset exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market conditions of the time value of money and the risk specific to the asset.

An assessment is made at each reporting date as to whether there is any indication that previously recognized impairment losses may no longer exist or may have decreased. If such indication exists, the recoverable amount is estimated. Other than for goodwill, a previously recognised impairment loss is reversed if there has been a change in the estimate used to determine the asset's recoverable amount since the last impairment loss was recognised. If that is the case, the carrying amount of the asset is increased to its recoverable amount. The increased amount cannot exceed the carrying amount that would

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

have been determined, net of depreciation, had no impairment loss been recognized for the asset in prior years. Such reversal is recognized in profit or loss. 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.

2.6 Inventories

Stock of publications held for sale is stated at lower of cost and net realizable value. Cost is determined on first-in-first-out basis. Cost incurred in producing members' journals is expensed in the year the journals are produced. Net realizable value represents estimated selling price less expenses incidental to make the sale.

2.7 Accounts Receivable

Accounts receivable are recognised initially at fair value. They are subsequently measured at amortized cost using the effective interest method, less provision for impairment. A provision for impairment of accounts receivable is established when there is objective evidence that the Institute will not be able to collect all amounts due according to the original terms of the receivables.

2.8 Cash and Cash equivalents

Cash and cash equivalents are carried in the statement of financial position at cost. Cash and cash equivalents comprise cash on hand, balances with banks and other short-term highly liquid investments with original maturities of three months or less.

2.9 Accounts Payable

Accounts payable are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are recognised initially at fair value and subsequently measured at amortized cost using the effective interest method.

2.10 Provisions

Provisions are recognised when the Institute has a present legal or constructive obligation as a result of past events; it is probable that a transfer of economic benefits will be required to settle the obligation; and the amount can be reliably estimated.

Provisions are measured at the present value of the amount expected to be required to settle the obligation using a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the obligation.

2.11 Employee benefits obligations

The Institute has a defined contribution plan for its employees in respect of which the institute pays contributions to publicly or privately administered pension insurance plans on a mandatory or contractual basis.

The contributions are recognised as employee benefit expense when they are due. Under the plan the Institute pays fixed contributions into a separate entity and has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

2.13 Taxation

The Institute is not a taxable entity. No provision is therefore made in the financial statements.

2.12 Revenue recognition

Members and Student's fees are accounted for as income when they are received. Subscription received in advance are accounted for as income in the period they relate. All other Revenues being Exemptions, Examinations, Practice licence, Sale of manuals and others are recorded as income when they are received.

2.14 Leases

Leases are divided into finance leases and operating leases.

(a) The Institute as the lessee

Operating lease

Leases in which a significant portion of the risks and rewards of ownership are retained by another party, the lessor, are classified as operating leases. Payments, including pre-payments, made under operating leases (net of any incentives received from the lessor) are charged to profit or loss on a straight-line basis over the period of the lease. The total payments made under operating leases are charged to 'general administrative expenses' 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 recognised as an expense in the period in which termination takes place.

The leases entered into by the Institute are primarily operating leases.

(b) The Institute as the lessor:

There were no lease arrangements at the reporting date in which the Institute was the lessor.

2.15 Financial assets

2.15.1 Classification, Recognition and Measurement

The Institute classifies its financial assets as loans and receivables. The classification depends on the purpose for which the financial assets were acquired. Management determines the classification of financial assets at initial recognition.

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. Loans and receivables are initially recognised at fair value including direct and incremental transaction costs. They are subsequently carried at amortized cost, using the effective interest method. Loans and receivables are derecognized when the rights to receive cash flows from the asset have expired or ceased to exist or the assets have been transferred and substantially all the risks and rewards of ownership of the assets are also transferred.

2.15.2 Offsetting financial instruments

Financial assets and liabilities are offset and the net amount reported in the statement of financial

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

position when there is a legally enforceable right to offset the recognised amounts and there is an intention to settle on net basis or realize the asset and settle the liability simultaneously.

2.15.3 Impairment of financial assets

The Institute assesses at the end of each reporting period whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial asset is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the assets (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.

2.16 Financial liabilities

Financial liabilities, other than trading liabilities and financial liabilities designated at fair value, are carried at amortized cost using the effective interest method. Financial liabilities are derecognized when they are redeemed or otherwise extinguished.

2.17 Building Fund

Building fund is in respect of amounts contributed by members of the Institute to support the construction of the Accountancy Village. All newly admitted members also contribute to the fund.

2.18 Prize Fund

Prize fund relates to amounts received from individuals and organizations purposely to support the Institute's Prize awards scheme. Amounts received are placed in interest-bearing instruments and voluntary contributions used in financing the awards.

Contributions to the prize fund are recognised separately in reserves when received. Interest earned on investment of contributions to the prize fund is included in the fund in the statement of financial position. The costs of prizes awarded are charged to the prize fund in the year of the award.

2.19 Deferred Income

Grants are assistance provided by government by transfer of resources (either monetary or non-monetary) to entities. Grants are provided in return for past or future compliance with certain conditions. Thus grants should not be recognized until there is reasonable assurance that both the entity will comply with the conditions attaching to the grant and that the grant(s) will be received.

"Grants should be recognized as income, on a systematic and rational basis, over the periods necessary to match them with the related costs. Grants in recognition of specific costs are recognized as income over the same period as the relevant expense. Grants in recognition of specific costs should be taken to income over the period which matches the costs using a systematic and rational basis.

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

Grants relating to revenue expenditure is applied to reduce the related expenditure. Capital grants are applied on a systematic basis over the useful life of the related asset.

3.0 Financial Risk Management

The Institute's activities expose it to certain financial risks: market risk, credit risk and liquidity risk. The Institute's overall risk management programme focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on its financial performance. The Institute does not hedge any of its risk exposures.

Financial risk management is carried out by the Finance Committee under policies approved by the Council of the Institute.

3.1 Liquidity Risk Management

The Institute evaluates its ability to meet its obligations on an ongoing basis. Based on these evaluations, the Council of the Institute devises strategies to manage liquidity risk.

Prudent liquidity risk management implies that sufficient cash is maintained and that sufficient funding is available through an adequate amount of committed credit facilities.

Cash of the Institute is placed in interest bearing current accounts to provide sufficient funding to meet its debt financing plan. At the reporting date cash and cash equivalents amounted to GHS 10,295,768 (2015: GHS 5,799,609). This is expected to readily generate cash inflows for managing liquidity risk.

3.2 Credit Risk

Credit risk arises from cash and cash equivalents as well as credit exposures to members and students, including outstanding receivables and committed transactions. Credit risk is the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Institute.

Credit risk is managed by the Finance Committee. The Institute does not have any significant concentrations of credit risk. The Finance Committee exercises strict credit control through monitoring of cash received from counterparties and, when necessary, provision is made for specific doubtful accounts. As at December 31, 2015, the Council was unaware of any significant un-provided credit risk.

3.3 Fair value of financial instruments

Management considers that the carrying amount of all financial assets and financial liabilities in the financial statements approximate their fair values as the impact of discounting is considered not significant. Fair value, which is determined for disclosure purposes is calculated based on the present value of future principal and interest cash flows discounted at the market rate of interest at the statement of financial position date. There are no financial assets and/ or liabilities recognised at fair value through profit and loss.

3.4 Capital Risk Management

The Institute's objective when managing capital is to safeguard the Institute's ability to continue as a going concern in order to carry out

NOTES TO THE FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2016

its mandate as enshrined in the Chartered Accountant's Act 1963, (Act 170). The capital structure of the Institute consists of accumulated fund, and Prize Fund. In order to maintain or adjust the capital structure, the Institute from time to time reviews the subscription payable by members and students and may request members to pay special levies as appropriate.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER, 2016

4	General Income		2016	2015	
			GH¢	GH¢	
4.1	Members Subscription & Fees				
	Fees from Practising Firms		1,496,900	1,198,200	
	Entrance Fees		414,700	361,040	
	Subscription		1,829,338	1,568,636	
	Practice Licence		210,500	175,040	
			3,951,438	3,302,916	
4.2	Students Subscription & Fees				
	Registration		341,611	262,815	
	Subscription		1,197,793	938,655	
	Exemptions		2,144,290	1,883,317	
			3,683,694	3,084,787	
5.	Operating Activities	Income	Expenditure	Net Result	Net Result
		GH¢	GH¢	GH¢	GH¢
5.1	Exams & Other Student Activities				
	Examinations	5,077,175	2,434,371	2,642,804	2,746,873
	Student Activities	2,773,958	1,510,870	1,263,088	1,409,797
	Manuals/Souvenirs	720,393	839,459	(119,066)	(273,786)
		8,571,526	4,784,700	3,786,826	3,882,884
5.2	Continuing Professional Development				
	CPD Activities	519,655	466,535	53,120	13,976
	Chartered Diploma	205,550	85,440	120,110	76,234
		725,205	551,975	173,230	90,210
5.3	Professional Body Activities				
	Accountants' Week	246,950	119,812	127,138	(230,993)
	ABWA Expenses		125,131	(125,131)	(117,185)
	Journal Expenses		35,544	(35,544)	(190,294)
	Subscription Affiliate		189,489	(189,489)	(128,902)
	LICPA Twinning Arrangement	-	201,941	(201,941)	(10,074)

	Presidential Luncheon	200,600	200,116	484	(137,654)
	Other Prof Body Activities	123,096	874,423	(751,327)	(426,959)
		570,646	1,746,456	(1,175,810)	(1,242,061)
5.4	Other Operating Activities				
	Exchange Difference	32,389	-	32,389	101,648
	Miscellaneous Income	93,205		93,205	74,826
	Disposal of Asset	-	-	-	10,510
		125,594	-	125,594	186,984
5.5	Council and Committee Expenses		322,960	(322,960)	(181,225)
5.6	Capacity Building Programme			464,953	
	Grant approved			(464,953)	
	Amount Expensed				
	Net Grant			-	

The Institute was the beneficiary organisation under an IFAC and DFID supported professional accountancy organisation capacity building programme executed by ICAEW in 2016. The grant of £89,500 (approximately GH¢464,953.00) was disbursed directly to ICAEW. Areas covered include training of examiners, CPD enhancements, improvement in examination procedures and studentship training schemes.

6	Employment Cost				
	Employee Benefits	4,719,165	(4,719,165)		(3,950,981)
	Other Employment Cost	1,253,049	(1,253,049)		(1,265,138)
		-	5,972,214	(5,972,214)	(5,216,119)
			2016		2015
7	General Administrative Expenses		GH¢		GH¢
	Professional Fees	159,310			-
	Audit Fees	20,000			15,000
	Bank Charges	105,753			77,247
	Cleaning & Sanitation	47,607			50,555
	Computer Accessories	38,491			127,257
	Consultancy	71,371			129,152
	Depreciation - Tangibles	675,532			773,761
	Depreciation - Intangibles	283,056			320,359
	Donation	112,370			20,378
	Electricity & Water	356,648			107,334
	Expenses Under Investigation*				-
	General Expenses	62,670			704,877
					122,351

Insurance	132,968	51,041
Legal Charges/Stamp Duties	87,680	31,470
Motor Vehicles Running Expenses	46,144	43,607
Fuel - Plant & Vehicles	52,445	125,236
Newspapers & Periodical	16,151	15,411
Marketing & Advertisements	257,684	406,709
Sponsorships	180,400	169,530
Postage and Courier	26,609	23,845
Printing & Stationery	73,915	112,740
Repairs and Maintenance-Buildings	29,680	84,371
Rent and Rates	118,035	46,338
Repairs-Other Fixed Assets	56,440	65,665
Security Services	40,450	34,943
Staff Travelling & Transport	98,917	133,910
Telecommunications	126,045	319,959
	3,276,371	4,113,047

8 Investment Income

Interest on Investments	1,992,841	1,421,925
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9 Property & Equipment

Cost	Leasehold	Construction	Motor Vehicle	Equipment	Library	TOTAL
	Land and Buildings	Work in Progress		Furn/Fittings	Books	
	GH¢	GH¢	GH¢	GH¢	GH¢	GH¢
At 1 January 2016	4,136,475	15,000	1,044,889	2,520,531	21,495	7,738,390
Additions	-	-	-	76,075	-	76,075
At 31 Dec. 2016	4,136,475	15,000	1,044,889	2,596,606	21,495	7,814,465

Depreciation

At 1 January 2016	762,813	-	674,618	1,760,481	21,495	3,219,407
Charge for the year	77,729	-	227,915	369,887	-	675,532
At 31 Dec. 2016	840,542	-	902,533	2,130,368	21,495	3,894,939

Net Book Value

At 31 Dec. 2016	3,295,933	15,000	142,356	466,238	-	3,919,526
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Cost

At 1 January 2015	4,247,989	15,000	775,222	2,119,152	21,495	7,178,858
Additions	(111,514)	-	297,250	401,889	-	587,625
Disposal	-	-	(27,583)	(510)	-	(28,093)
At 31 Dec. 2015	4,136,475	15,000	1,044,889	2,520,531	21,495	7,738,390

Depreciation

At 1 January 2015	594,590	-	446,964	1,412,487	19,698	2,473,739
Charge for the year	168,223	-	255,237	348,504	1,797	773,761
Disposal	-	-	(27,583)	(510)	-	(28,093)
At 31 Dec. 2015	762,813	-	674,618	1,760,481	21,495	3,219,407

Net Book Value

At 31 Dec. 2015	3,373,662	15,000	370,271	760,050	-	4,518,983
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9b. Intangible Assets**Cost**

Balance @ 1 January

Additions

Balance @ 31 December**Amortisation**

Balance @ 1 January

Charge for the Year

At 31 December 2015**Net Book Value****Balance @ 31 December****10. Inventories**

ICAG Souvenir Items

Study Manual

11. Accounts Receivables & Prepayments

Staff Debtors

Accounts Receivables

Prepayments

12. Cash & Cash Equivalents

Cash and Bank Balances

Short Term Investments (Treasury Bills & Fixed Deposits)

	2016	2015
	GH¢	GH¢
Balance @ 1 January	1,049,298	249,259
Additions	71,977	800,039
Balance @ 31 December	1,121,275	1,049,298

Balance @ 1 January	505,173	184,814
Charge for the Year	283,056	320,359
At 31 December 2015	788,229	505,173

Balance @ 31 December	333,046	544,125
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ICAG Souvenir Items	148,442	180,955
Study Manual	193,123	155,785
	341,565	336,740

Staff Debtors	338,858	298,676
Accounts Receivables	496,895	605,633
Prepayments	106,815	129,812
	942,568	1,034,121

Cash and Bank Balances	2,027,419	1,067,212
Short Term Investments (Treasury Bills & Fixed Deposits)	8,268,349	4,732,397
	10,295,768	5,799,609

13. Accounts Payables & Accruals

Accounts Payables	986,920	501,394
Accrued Liabilities	616,432	725,645
Star Ghana (IPSAS Advocacy)	52,883	52,883
	<u>1,603,352</u>	<u>1,227,039</u>

14. Prize Fund

Prize Fund is in respect of amounts contributed by specified persons and entities which have been invested to provide yield to fund prizes for candidates who excel in various subjects. The movements during the year are shown below:

	2016	2015
	GH¢	GH¢
Balance @ 1 January	-	4,499
Additions	15,321	7,308
Awards	(16,300)	(13,400)
Interest	1,532	1,593
Balance @ 31 December	<u>553</u>	<u>-</u>

	GH¢	GH¢
14b. Building Fund		
Balance @ 1 January	1,144,412	989,662
Additions	184,350	154,750
Balance @ 31 December	<u>1,328,762</u>	<u>1,144,412</u>

15. Accumulated Fund

Balance at 1 January	9,626,578	8,409,325
Surplus for the year	2,966,268	1,217,253
Balance at 31 December	12,592,846	9,626,578

	2016	2015
	GH¢	GH¢
16. Cash Generated from Operation		
Net Surplus for the year	2,966,268	1,217,253
Depreciation - Tangibles	675,532	773,761
Depreciation - Intangibles	283,056	320,359
Profit on Disposal	-	(10,510)
Working Capital Movement	534,453	311,459
(Increase)Decrease in Inventories	(4,825)	(221,257)
Decrease/(Increase in Account Receivable & Prepayment	91,553	205,564
Increase/(Decrease) in Accounts Payables & Accruals	447,725	327,152
Net Cash Inflow from Operating Activities	<u>4,459,309</u>	<u>2,612,322</u>

	2016	2015
	GHS	GHS
17. Disposal of Asset		
Cost of Asset	-	28,093
Less Accumulated Depreciation	-	(28,093)
	-	-
Proceeds on Disposal	-	10,510
Profit on Disposal (Note 5.4)	-	(10,510)

18. Contingencies

There were contingent liabilities in respect of a pending legal suit against the Institute amounting to Ghs900,000 as at the reporting date (2015: Nil).

19. Capital Commitment

There were no capital commitments at the reporting date (2015: Nil)





**THE INSTITUTE OF
CHARTERED ACCOUNTANTS (GHANA)**

**CHARTERED ACCOUNTANTS (CA)
OPEN DOORS**

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