



Caribbean Public Health Agency

Audited Financial Statements

For the year ended December 31, 2018



Caribbean Public Health Agency

Audited Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

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Independent Auditors' Report

To the Board of Directors
Caribbean Public Health Agency

Opinion

We have audited the accompanying financial statements of the Caribbean Public Health Agency (the "Agency"), which comprise the statement of financial position as at December 31, 2018, and the related statements of comprehensive income and accumulated funds and cash flows for the year then ended and the accompanying notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Caribbean Public Health Agency as of December 31, 2018, and of its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards for Small and Medium-Sized Entities ("IFRS for SMEs").

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing ("ISAs"). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Agency in accordance with the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants* ("IESBA Code") and we have fulfilled our ethical responsibilities in accordance with the IESBA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and the fair presentation of these financial statements in accordance with IFRS for SMEs and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Agency's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Agency or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Agency's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



Independent Auditors' Report (continued)

Auditor's Responsibilities for the Audit of the Financial Statements (continued)

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management'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 doubt on the Agency's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Agency 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.

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



September 13, 2019

Port of Spain,
Trinidad, West Indies

Caribbean Public Health Agency

Statement of Financial Position

As at December 31, 2018

(Expressed in United States Dollars)

	Notes	2018	2017
Assets			
Non-current assets			
Property, plant and equipment	5	735,006	803,215
Total non-current assets		735,006	803,215
Current assets			
Receivables from member countries	6	1,566,219	2,221,308
Due from projects	15	452,853	214,745
Accounts receivable	7	554,011	352,435
Cash and cash equivalents	8	5,610,479	5,752,284
Total current assets		8,183,562	8,540,772
Total assets		\$8,918,568	\$9,343,987
Equity and liabilities			
Equity			
Accumulated fund		4,655,685	5,111,794
Total equity		4,655,685	5,111,794
Non-current liabilities			
Provident fund	9	1,349,603	1,135,877
Deferred capital grants	10	396,105	461,812
Total non-current liabilities		1,745,708	1,597,689
Current liabilities			
Due to projects	15	2,019,499	1,661,152
Advance quota contributions	6	235,244	235,244
Accounts payable	11	262,432	738,108
Total current liabilities		2,517,175	2,634,504
Total liabilities		4,262,883	4,232,193
Total equity and liabilities		\$8,918,568	\$9,343,987

The accompanying notes form an integral part of these financial statements.

On September 13, 2019, the directors of Caribbean Public Health Agency authorised these financial statements for issue.



Director



Executive Director

Caribbean Public Health Agency

Statement of Comprehensive Income and Accumulated Funds

For the year ended December 31, 2018

(Expressed in United States Dollars)

	Notes	2018	2017
Income			
Quota contributions from member countries	6	4,424,355	4,424,355
Income from services		493,631	380,330
Amortisation of deferred capital grants	10	197,185	185,000
Interest income		2,274	1,031
Foreign exchange translation gain		133,656	263,382
Project revenue from donor resources	15	3,550,526	4,635,592
		8,801,627	9,889,690
Expenditure			
Provision for doubtful receivables	6	(980,823)	(8,464,314)
Depreciation	5	(229,992)	(226,780)
Staff costs	12	(3,201,519)	(3,181,795)
Operating and administrative expenses	13	(1,294,876)	(859,271)
Project expenses from donor resources	15	(3,550,526)	(4,635,592)
		(9,257,736)	(17,367,752)
Excess of expenditure over income, being the total comprehensive loss for the year		(456,109)	(7,478,062)
Accumulated fund as at the beginning of the year		5,111,794	12,589,856
Accumulated fund as at the end of the year		\$4,655,685	\$5,111,794

The accompanying notes form an integral part of these financial statements.

Caribbean Public Health Agency

Statement of Cash Flows

For the year ended December 31, 2018

(Expressed in United States Dollars)

	2018	2017
Cash flows from operating activities		
Excess of expenditure over income for the year	(456,109)	(7,478,062)
Adjustments to reconcile excess of expenditure over income for the year to net cash from operating activities:		
Depreciation	229,992	226,780
Provision for bad debt	980,823	8,464,314
Loss on disposal	-	25,224
Amortisation of deferred capital grants	(197,185)	(185,000)
Increase in receivables from member countries	(325,734)	(331,186)
(Increase)/decrease in due from projects	(238,108)	364,562
Increase in accounts receivable	(201,576)	(182,501)
Increase in provident fund	213,726	199,419
Increase in due to projects	358,347	955,417
Increase/ in advance quota contributions	-	235,244
(Decrease)/increase in accounts payable	(475,676)	478,377
Net cash (used in)/generated by operating activities	(111,500)	2,772,588
Cash flows from investing activities		
Acquisition of property, plant and equipment	(161,783)	(338,325)
Proceeds from deferred capital grants	131,478	306,061
Net cash used in investing activities	(30,305)	(32,264)
Net (decrease)/increase in cash and cash equivalents	(141,805)	2,740,324
Cash and cash equivalents		
As at beginning of year	5,752,284	3,011,960
As at end of year	\$5,610,479	\$5,752,284

The accompanying notes form an integral part of these financial statements.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

1. Reporting entity

The Caribbean Public Health Agency (the “Agency”) was legally established on July 2, 2011, by the signing of an Intergovernmental Agreement between the Member States of the Caribbean Community (CARICOM).

The Agency is an amalgamation of the five previous CARICOM Regional Health Institutions (the “Predecessor Agencies”), namely:

- The Caribbean Epidemiology Center (CAREC);
- The Caribbean Food and Nutrition Institute (CFNI);
- The Caribbean Health Research Council (CHRC);
- The Caribbean Environmental Health Institute (CEHI);
- The Caribbean Regional Drug Testing Laboratory (CRDTL).

The Agency’s headquarters is located on 16-18 Jamaica Boulevard, Federation Park, Port of Spain, Trinidad and Tobago.

The principal activities of the Agency are:

- To promote the physical and mental health and wellness of the people of the Caribbean;
- To provide strategic direction in analysing, defining and responding to public health priorities of the Caribbean Community;
- To promote and develop measures for the prevention of disease in the Caribbean;
- To support the Caribbean Community in preparing for and responding to public health emergencies.

2. Basis for preparation

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

The Agency’s financial statements have been prepared in accordance with International Financial Reporting Standards for Small and Medium-Sized Entities (“IFRS for SMEs”). They have been prepared under the historical cost convention as modified by the revaluation of financial assets and financial liabilities.

Foreign currency

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the date of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation of monetary assets and liabilities denominated in foreign currencies are recognised in the statement of comprehensive income and accumulated funds. Such balances are translated at year-end exchange rates.

The financial statements are presented in United States dollars, which is the Agency’s functional currency.

Use of estimates and judgements

The preparation of these financial statements in conformity with IFRS for SMEs requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. Actual results could differ from these estimates.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

2. Basis for preparation (continued)

Use of estimates and judgements (continued)

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

3. Significant accounting policies

(a) Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, the costs of dismantling and removing the items and restoring the site on which they are located and capitalized borrowing costs. Purchased software that is integral to the functionality of the related equipment is capitalized as part of the equipment.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment.

The cost of replacing a component of an item of property, plant and equipment is recognized in the carrying amount of the item if it is probable that the future economic benefits embodied within the component will flow to the Agency, and its cost can be measured reliably. The carrying amount of the replaced component is derecognized. The costs of the day-to-day servicing of property, plant and equipment are recognized in income and expenditure as incurred.

Depreciation is based on the cost of an asset less its residual value. Significant components of individual assets are assessed and if a component has a useful life that is different from the remainder of that asset, that component is depreciated separately.

Depreciation is calculated using the reducing balance basis over the estimated useful lives of each item of property, plant and equipment at the following rates:

Leasehold improvements	-	10%
Laboratory equipment	-	20%
Office furniture and equipment	-	20% - 33 1/3%
Motor vehicles	-	25%
Books and manuals	-	20%

Depreciation methods, useful lives and residual values are reviewed at each reporting date and adjusted if appropriate.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

3. Significant accounting policies (continued)

(b) Accounts receivables and receivables from member countries

Accounts receivables and receivables from member countries are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are carried at amortised cost using the effective interest rate method, less impairment losses if any. They are reviewed at each statement of financial position date to determine whether there is objective evidence of impairment. If any such indication exists, an impairment loss is recognised in the statement of comprehensive income and accumulated funds as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the original effective interest rate. If in a subsequent period the amount of an impairment loss recognised on carried amortised cost decreases and the decrease can be linked objectively to an event occurring after the write-down, the write-down is reversed through the statement of comprehensive income and accumulated funds.

(c) Due to/(from) projects

Funds are received from various donors to be used for specific projects carried out by the Agency. All income and expenditure incurred are recognised in the statement of comprehensive income and accumulated funds. Funds still to be utilised or funds that are collectable from the donors are recognised in the statement of financial position as due to/(from) projects respectively.

(d) Cash and cash equivalents

Cash and cash equivalents are carried in the statement of financial position at cost and comprise cash in hand and cash at bank. For the purposes of the cash flow statement, cash and cash equivalents also include bank overdrafts.

(e) Impairment

The carrying amounts of the Agency's assets are reviewed at each reporting date to determine whether there is any indication of impairment. If such an indication exists, the asset's recoverable amount is estimated.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the statement of comprehensive income and accumulated funds.

The recoverable amount of other assets is the greater of their net selling price and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. For an asset that does not generate largely independent cash inflows, the recoverable amount is determined for the cash-generating unit to which the asset belongs.

An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation if no impairment loss had been recognised.

(f) Provident fund

Both the employees and the Agency contribute towards a fund which becomes payable on the departure of the employee from the Agency. The benefit to staff is accrued monthly.

(g) Deferred capital grants

Deferred capital grants are recognised at the fair value of the asset received. Grants received where the Agency has yet to comply with all the specified conditions are recognised as a liability and released to income when those conditions are met.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

3. Significant accounting policies (continued)

(h) Accounts payables and advance quota contributions

Accounts payables and advance quota contributions are stated at amortised cost.

(i) Provisions

A provision is recognised when the Agency has a present legal or constructive obligation as a result of a past event that can be estimated reliably, and it is probable that an outflow of resources will be required to settle the obligation.

(j) Revenue recognition

Unconditional grants related to the ongoing operations of the Agency are recognised in the statement of comprehensive income and accumulated fund as revenue when the grant becomes receivable.

Subventions that compensate the Agency for expenses incurred are recognised as revenue in the statement of comprehensive income and accumulated fund on a systematic basis in the same periods in which the expenses are incurred.

Deferred capital grants that compensate the Agency for the cost of an asset are recognised in the statement of comprehensive income and accumulated fund as revenue on a systematic basis over the life of the asset.

Income from services as well as all other income is recorded on an accruals basis.

(k) Expense recognition

Expenses arising from the purchase of goods and services are recognised at the point when the supplier has performed its contractual obligations, that is when goods and services have been delivered and accepted by the Agency. For some service contracts, this process may occur in stages.

4. Taxation

Under Article 25 of the terms of the Agreement establishing the Agency, provision is made for the exemption of the Agency from all forms of direct taxation.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

5. Property, plant and equipment

	Leasehold improvements	Laboratory equipment	Office furniture and equipment	Motor vehicles	Books and manuals	Total
Year ended December 31, 2018						
Cost						
Balance as at January 1, 2018	65,665	2,684,024	1,109,423	91,543	2,662	3,953,317
Additions	-	132,624	19,437	-	9,722	161,783
As at December 31, 2018	65,665	2,816,648	1,128,860	91,543	12,384	4,115,100
Accumulated depreciation						
Balance as at January 1, 2018	(26,891)	(2,092,448)	(942,957)	(85,557)	(2,249)	(3,150,102)
Charge for the year	(7,755)	(151,835)	(66,570)	(1,496)	(2,336)	(229,992)
As at December 31, 2018	(34,646)	(2,244,283)	(1,009,527)	(87,053)	(4,585)	(3,380,094)
Net Book Value as at December 31, 2018	\$31,019	\$572,365	\$119,333	\$4,490	\$7,799	\$735,006
Year ended December 31, 2017						
Cost						
Balance as at January 1, 2017	65,665	2,477,086	1,003,260	91,543	2,662	3,640,216
Additions	-	232,162	106,163	-	-	338,325
Disposals	-	(25,224)	-	-	-	(25,224)
As at December 31, 2017	65,665	2,684,024	1,109,423	91,543	2,662	3,953,317
Accumulated depreciation						
Balance as at January 1, 2017	(22,583)	(1,938,247)	(876,784)	(83,562)	(2,146)	(2,923,322)
Charge for the year	(4,308)	(154,201)	(66,173)	(1,995)	(103)	(226,780)
As at December 31, 2017	(26,891)	(2,092,448)	(942,957)	(85,557)	(2,249)	(3,150,102)
Net Book Value as at December 31, 2017	\$38,774	\$591,576	\$166,466	\$5,986	\$413	\$803,215

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

6. Contributions and receivables from member countries

December 31, 2018	Opening balance	Quota contributions	Contributions received	Advance contributions	Current year provision	Closing balance	Provision as at year-end
Anguilla	18,476	18,476	-	-	(36,952)	-	(55,428)
Antigua & Barbuda	-	41,722	41,722	-	-	-	-
Aruba	34,726	35,026	35,026	-	-	34,726	-
Bahamas	-	235,244	470,488	(235,244)	-	-	-
Barbados	49,982	316,927	-	-	-	366,909	-
Belize	-	54,649	55,000	-	-	(351)	(125,849)
Bermuda	-	43,695	43,695	-	-	-	-
British Virgin Islands	-	20,568	20,568	-	-	-	-
Bonaire	15,953	7,378	-	-	(23,331)	-	(45,465)
Cayman Islands	-	20,994	20,994	-	-	-	-
Commonwealth of Dominica	41,722	41,722	41,722	-	-	41,722	(285,148)
Curacao	9,632	59,022	-	-	-	68,654	-
Grenada	6,788	41,722	41,722	-	-	6,788	(244,586)
Guyana	91,875	265,200	346,206	-	-	10,869	-
Haiti	529,431	250,435	-	-	(779,866)	-	(1,030,321)
Jamaica	1,062,236	798,803	1,229,811	-	-	631,228	(7,020,696)
Montserrat	-	21,326	21,326	-	-	-	-
Netherland Antilles	-	-	-	-	-	-	(80,197)
Saba	-	1,230	-	-	-	1,230	-
St Eustatius	5,115	2,459	-	-	-	7,574	-
St Maarten	17,215	17,215	17,215	-	-	17,215	(17,215)
St Kitts & Nevis	-	41,722	41,722	-	-	-	-
St Lucia	-	41,722	41,946	-	-	(224)	-
St Vincent & the Grenadines	50	41,722	-	-	-	41,772	(118,210)
Suriname	-	140,674	-	-	(140,674)	-	(422,022)
Trinidad & Tobago	338,107	1,846,381	1,846,381	-	-	338,107	-
Turks & Caicos Islands	-	18,321	18,321	-	-	-	-
Total	\$2,221,308	\$4,424,355	\$4,333,865	\$(235,244)	\$(980,823)	\$1,566,219	\$(9,445,137)

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

6. Contributions and receivables from member countries (continued)

December 31, 2017	Opening balance	Quota contributions	Contributions received	Advance contributions	Current year provision	Closing balance	Provision as at year-end
Anguilla	18,476	18,476	-	-	(18,476)	18,476	(18,476)
Antigua & Barbuda	-	41,722	41,722	-	-	-	-
Aruba	5,357	35,026	5,657	-	-	34,726	-
Bahamas	-	235,244	470,488	(235,244)	-	-	-
Barbados	49,999	316,927	316,944	-	-	49,982	-
Belize	194,170	54,649	122,970	-	(125,849)	-	(125,849)
Bermuda	-	43,695	43,695	-	-	-	-
British Virgin Islands	-	20,568	20,568	-	-	-	-
Bonaire	30,709	7,378	-	-	(22,134)	15,953	(22,134)
Cayman Islands	-	20,994	20,994	-	-	-	-
Commonwealth of Dominica	285,148	41,722	-	-	(285,148)	41,722	(285,148)
Curacao	9,632	59,022	59,022	-	-	9,632	-
Grenada	251,374	41,722	41,722	-	(244,586)	6,788	(244,586)
Guyana	83,783	265,200	257,108	-	-	91,875	-
Haiti	529,451	250,435	-	-	(250,455)	529,431	(250,455)
Jamaica	7,865,018	798,803	580,889	-	(7,020,696)	1,062,236	(7,020,696)
Montserrat	-	21,326	21,326	-	-	-	-
Netherland Antilles	80,197	-	-	-	(80,197)	-	(80,197)
Saba	1,270	1,230	2,500	-	-	-	-
St Eustatius	2,656	2,459	-	-	-	5,115	-
St Maarten	37,210	17,215	19,995	-	(17,215)	17,215	(17,215)
St Kitts & Nevis	(311)	41,722	41,411	-	-	-	-
St Lucia	100	41,722	41,822	-	-	-	-
St Vincent & the Grenadines	125,048	41,722	48,510	-	(118,210)	50	(118,210)
Suriname	447,030	140,674	306,356	-	(281,348)	-	(281,348)
Trinidad & Tobago	338,109	1,846,381	1,846,383	-	-	338,107	-
Turks & Caicos Islands	10	18,321	18,331	-	-	-	-
Total	\$10,354,436	\$4,424,355	\$4,328,413	\$(235,244)	\$(8,464,314)	\$2,221,308	\$(8,464,314)

A provision has been made in respect of unpaid contributions from Member States which have been outstanding for more than two (2) years at December 31, 2018, which has not been paid subsequent to the year-end to the date of the approval of the financial statements.

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

6. Contributions and receivables from member countries (continued)

The movement in the provision for uncollectible contributions is as follows:

	2018	2017
Balance as at beginning of year	8,464,314	-
Current year provision for uncollectible contributions	980,823	8,464,314
	\$9,445,137	\$8,464,314

7. Accounts receivable

	2018	2017
Trade receivables	197,960	165,748
Provision for bad debts	(67,685)	(67,685)
	130,275	98,063
Prepayments	-	415
VAT recoverable	268,880	156,460
Other receivables	154,856	97,497
	\$554,011	\$352,435

During the year, bad debts expense of \$49,731 (2017: \$nil) was charged to the statement of comprehensive income and accumulated funds with respect to accounts receivable.

8. Cash and cash equivalents

	2018	2017
Cash at bank	2,224,458	2,936,602
Cash in hand	16,919	18,653
Restricted for Provident Fund	1,349,603	1,135,877
Restricted for Project use	2,019,499	1,661,152
	\$5,610,479	\$5,752,284

9. Provident fund

The Agency contributes 7% of basic salary while the employee contributes 4% and more of basic salary towards a fund that becomes payable on the departure of the employee from the Agency. The benefit to staff is accrued monthly. The funds are currently deposited in an interest-earning savings account whilst investment options for the fund are being explored.

	2018	2017
Balance as at January 1	1,135,877	936,458
Contributions	316,056	334,348
Disbursements	(103,949)	(137,097)
Interest income	1,619	2,168
	\$1,349,603	\$1,135,877

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

(Expressed in United States Dollars)

10. Deferred capital grants

	2018	2017
Balance as at January 1	461,812	340,751
Deferred capital grants received for the year (note 15)	131,478	306,061
Amortisation of deferred capital grants	(197,185)	(185,000)
Balance as at December 31	\$396,105	\$461,812

11. Accounts payable

	2018	2017
Payroll liabilities	129,436	106,349
Trade accounts payable	122,019	592,187
VAT payable	5,945	6,108
Staledated cheques	5,032	3,399
Other payables	-	30,065
	\$262,432	\$738,108

12. Staff costs

	2018	2017
Salaries and wages	2,527,067	2,649,270
Housing and other allowances	220,670	114,575
Provident fund contributions	161,239	167,203
National insurance	119,079	119,155
Payroll taxes	51,445	57,956
Other staff benefits	49,968	17,112
Recruitment and repatriation costs	36,002	18,406
Group medical	22,949	24,514
Group life premiums	13,100	13,604
	\$3,201,519	\$3,181,795

13. Operating and administrative expenses

	2018	2017
Laboratory expenses	266,920	23,911
Workshop and meetings expenses	193,849	124,356
Professional services	172,973	108,047
Office equipment rental, maintenance and supplies	162,798	133,806
Utilities	129,555	111,807
Communications	84,740	79,906
Other administrative costs	69,896	82,364
Premises rental and security	61,519	89,296
Postage, courier and shipping	53,473	69,677
Public awareness and education	49,731	8
Bad debts written off	29,611	-
Finance charges	19,811	17,980
Research	-	18,113
	\$1,294,876	\$859,271

Caribbean Public Health Agency

Notes to the Financial Statements

For the year ended December 31, 2018

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14. Key management personnel

Key management personnel receive compensation in the form of short-term, employee benefits and post-employment benefits. Compensation amounted to \$349,017 (2017: \$274,623) and is included in staff costs.

15. Due to/(from) projects

	2018	2017
Total due from projects	(452,853)	(214,745)
Total due to projects	2,019,499	1,661,152
Net balance	<u>\$1,566,646</u>	<u>\$1,446,407</u>

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(Expressed in United States Dollars)

15. Due to/(from) projects (continued)

Donor	Project title	Balance as at January 1, 2018	Funds received in 2018	Operating expenditure	Capital expenditure	Total expenditure	Balance as at December 31, 2018
US Centers for Disease Control and Prevention (CDC)	Establishment of an Expanding HIV/AIDS Monitoring and Evaluation Unit	90,276	185,959	211,425	-	211,425	64,810
US Centers for Disease Control and Prevention (CDC)	Protecting and Improving Health Globally	3,550	775,334	571,369	127,985	699,354	79,530
US Centers for Disease Control and Prevention (CDC)	Support for Capacity Building in Water Safety Planning	24,569	(24,569)	-	-	-	-
US Centers for Disease Control and Prevention (CDC)	Strengthening for Public Health systems by Supporting CARPHA	(37,315)	251,555	311,133	-	311,133	(96,893)
US Centers for Disease Control and Prevention (CDC)	Strengthening Guyana's Regional Support Network through Partnership with the CARPHA	(2,170)	37,394	34,166	-	34,166	1,058
Turks and Caicos Islands Pan American Health Organization (PAHO)	Biennial Workplan 2016-2017	23,726	-	3,770	-	3,770	19,956
Pan American Health Organization (PAHO)	Biennial Workplan 2018-2019	(70)	-	-	-	-	(70)
Pan American Health Organization (PAHO)	Establishing a Caribbean regulatory system for CARICOM	-	817,560	372,442	-	372,442	445,118
Pan American Health Organization (PAHO)	Support to H-NAPS Meeting	18,610	60,000	59,113	-	59,113	19,497
Pan American Health Organization (PAHO)	Validating HIV and Syphilis Rapid Testing	9,082	(8,607)	475	-	475	-
Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH	St Lucia Building Extension Grant	31,619	-	30,732	-	30,732	887
CARPHA Foundation		(5,312)	5,312	-	-	-	-
		(479)	-	1,250	-	1,250	(1,729)
Carried forward		156,086	2,099,938	1,595,875	127,985	1,723,860	532,164

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For the year ended December 31, 2018

(Expressed in United States Dollars)

15. Due to/(from) projects (continued)

Donor	Project title	Balance as at January 1, 2018	Funds received in 2018	Operating expenditure	Capital expenditure	Total expenditure	Balance as at December 31, 2018
Brought forward		156,086	2,099,938	1,595,875	127,985	1,723,860	532,164
International Development Research Center (IDRC)	CARICOM Food Security Project	7,752	(7,752)	-	-	-	-
Strategic Approach to International Chemicals Management (SAICM)	Chemicals Management in Saint Vincent and the Grenadines	2,216	(2,216)	-	-	-	-
The National Cancer Institute	Capacity Building for Cancer Research	184,447	54,170	199,747	-	199,747	38,870
World Diabetes Foundation (WDF)	Prevention of Childhood Obesity in the Caribbean Region	56,000	84,990	52,188	3,493	55,681	85,309
European Union	Institutional Strengthening of CARPHA	86,964	-	-	-	-	86,964
European Union	Institutional Strengthening Programme Estimate No 1	(86,964)	-	-	-	-	(86,964)
European Union	Support to Effective Management Programme Estimate No 3	553,150	(9)	576,358	-	576,358	(23,217)
Inter-American Development Bank (IDB)	Ebola	67,222	(14,621)	52,601	-	52,601	-
Inter-American Development Bank (IDB)	Regional Tourism Health Information, Monitoring and Response systems and Standards to Entrance Sustainable Tourism	76,147	91,840	242,535	-	242,535	(74,548)
Inter-American Development Bank (IDB)	Strengthening Regional Health Security	(2,770)	129,462	109,657	-	109,657	17,035
Government of Trinidad & Tobago	To assess the effectiveness of school meal options	(16,698)	2,479	101	-	101	(14,320)
Government of Antigua and Barbuda	Tourism and Health	4,932	-	-	-	-	4,932
Carried forward		1,088,484	2,438,281	2,829,062	131,478	2,960,540	566,225

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(Expressed in United States Dollars)

15. Due to/(from) projects (continued)

Donor	Project title	Balance as at January 1, 2018	Funds received in 2018	Operating expenditure	Capital expenditure	Total expenditure	Balance as at December 31, 2018
Brought forward		1,088,484	2,438,281	2,829,062	131,478	2,960,540	566,225
The World Bank	Support for UWIs Health Economics Conference	5,527	-	103	-	103	5,424
United States - Department of State	Conduct of ZIKA Tech Camp	16,001	-	8,622	-	8,622	7,379
United States - Task Force for Global Health	FETP Frontline Training, Fighting ZIKA at the Household Level, and Regional Lab Strategy Development	34,145	32,473	66,618	-	66,618	-
World Bank Global Environment Fund - UNEP	Integrating Water, Land & Ecosystem Management in Caribbean	15,920	-	-	-	-	15,920
Population Services International		-	3,219	19,143	-	19,143	(15,924)
Defeat NCD Partnership Public Health of England (PHE)	Social Marketing Training	-	-	6,287	-	6,287	(6,287)
The Basel Conventional Regional Center for Training & Technology	Lab Assessment	-	13,286	13,286	-	13,286	-
	Development and implementation of a sustainable management mechanism for POPs in the Caribbean	(62,967)	142,668	212,602	-	212,602	(132,901)
Pan Caribbean Partnership against HIV & AIDS	CARICOM/PANCAP Global Fund Round 9 Grant	96,764	272,316	292,890	-	292,890	76,190
Public Health Agency of Canada (PHAC)	Enhanced Laboratory Capacity for ZIKV	224,938	-	73,971	-	73,971	150,967
UNEP-IWECO	Land and Wastewater Management	-	900,000	19,211	-	19,211	880,789
CARICOM Secretariat	Reducing salt consumption for the for the prevention and control of NCDs in the Caribbean	27,595	-	8,731	-	8,731	18,864
		\$1,446,407	\$3,802,243	\$3,550,526	\$131,478	\$3,682,004	\$1,566,646

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16. Subsequent Events

Management evaluated all events that occurred from January 1, 2019, through September 13, 2019, the date the financial statements were available to be issued. During the period, the Agency did not have any subsequent events requiring recognition or disclosure in the financial statements.