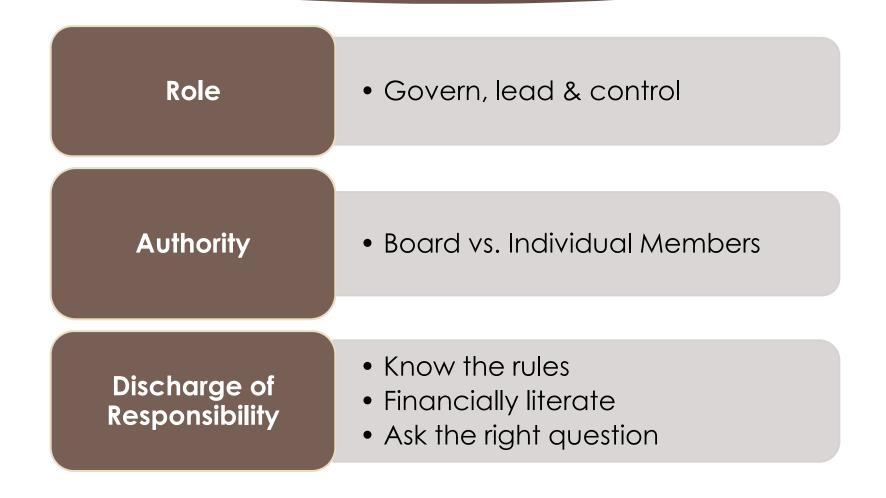
10 Financial-related Questions NGO Director Should Ask



PETER WAN 9 NOVEMBER 2018

Board of Directors of an NGO



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Financial Related Responsibility

Ensure NGO's Sustainability

Perform Financial Oversight

Accountable to stakeholders

NGO Sustainability

| Financial Planning | Do we have financial planning? Is financial plan consistent with the NGO's strategic goal? |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sufficient Available Cash | Is cash flow forecast projected to be adequate? Are cash flow projections reasonable, objective and not overly optimistic? |
| Budget & Review | Are we continuously monitoring our financial activities against budget? Are appropriate actions taken to address variance? |

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NGO Sustainability

Reserve

Do we have sufficient reserve?Do we have a reserve policy?

Assessing & Managing Risk

- •Do we regularly assess the risks that our organization and board members are exposed to?
- •Do we take appropriate action to manage these risks either by reducing, transferring or avoiding them?

Financial Oversight



- •Are proper financial policies and procedures established?
- Are they being followed without exception?

Internal Control

- Are appropriate check and balance built in the system to prevent errors, fraud and abuse?
- •Segregation of duties
- Signatures & authorization

Financial Oversight

| Internal Audit | Is our internal audit function working satisfactorily? Are their findings taken seriously? |
|----------------|-----------------------------------------------------------------------------------------------------------------------------|
| External Audit | Do we have an external audit? Does our auditor issue an unqualified report? If not, why not? |

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Accountable to Stakeholders

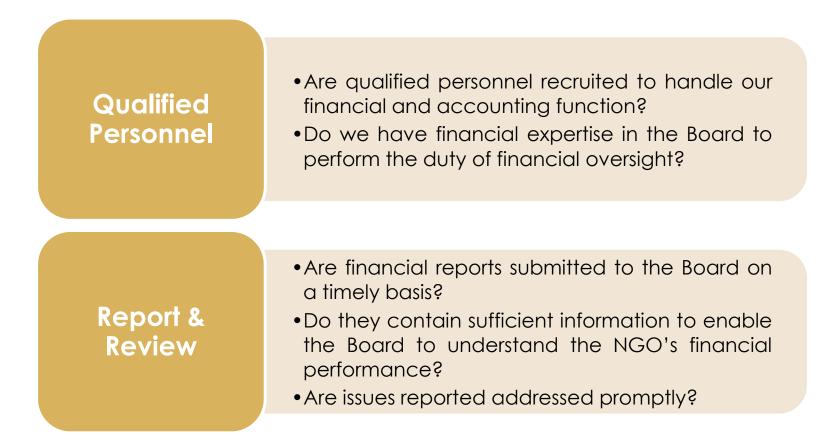
Regulatory Compliance

• Are we complying with the reporting requirements set by SWD, IRD, donors, etc.?

Good Governance Policies

- •Do we have good governance policies to promote accountability?
 - Conflict of interest
 - Document retention
 - •Code of ethics
 - Whistleblower policy

Accountable to Stakeholders





Questions?