

Financial Statements

For the year ended 30 September 2016

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21st December, 2016

#### Management is responsible for the following:

- Preparing and fairly presenting the accompanying financial statements of Government Human Resources Services Company Limited (GHRS) which comprise the statement of financial position as at 30 September 2016, the statements of comprehensive income, changes in equity and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information;
- Ensuring that the company keeps proper accounting records;
- Selecting appropriate accounting policies and applying them in a consistent manner;
- Implementing, monitoring and evaluating the system of internal control that assures security of the company's assets, detection/prevention of fraud, and the achievement of the company's operational efficiencies;
- Ensuring that the system of internal controls operated effectively during the reporting period;
- Producing reliable financial reporting that complies with laws and regulations, including the Companies Act; and
- Using reasonable and prudent judgement in the determination of estimates.

In preparing these audited financial statements, management utilized the International Financial Reporting Standards. Where International Financial Reporting Standards presented alternative accounting treatments, management chose those considered most appropriate in the circumstances.

Nothing has come to the attention of management to indicate that the company will not remain a going concern for the next twelve months from the reporting date; or up to the date the accompanying financial statements have been authorized for issue, if later.

Management affirms that it has carried out its responsibilities as outlined above.

Signed

Title: (HAIRMAN Date: 2016/12/21

Signed

Title: DIRECTOR

Date: 2015/15/15



#### **Auditors' Report**

To the shareholders of Government Human Resource Services Company Limited

We have audited the statement of financial position of Government Human Resource Services Company Limited as at 30 September 2016 and the statement of comprehensive income, statement of cash flows and related notes for the year then ended.

#### Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the International Financial Reporting Standards. This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

#### Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal controls relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion** 

In our opinion the accompanying financial statements present fairly, in all material respects the financial position of Government Human Resource Services Company Limited as at 30 September 2016, its financial performance and its cash flows for the year then ended in accordance with the International Financial Reporting Standards.

Chartered Accountants

Port of Spain

Trinidad, West Indies 21<sup>st</sup> December, 2016

Statement of financial position

			30 Sept	
		Notes	2016	2015
			\$	\$
ASSETS				
Non-current assets		2	1 121 271	1.501.400
Property, plant and equipment		2	1,131,371	1,521,490
Deferred tax asset			32,107	
			1,163,478	_1,521,490
			1,105,470	1,521,150
Current assets				
Inventories .		3	12,464	42,790
Goods in transit			134,630	-
Trade and other receivables		4	881,997	2,118,416
Tax recoverable			140,890	201,481
Cash and cash equivalents		5	11,159,332	16,660,569
1				
			12,329,313	19,023,256
Total assets			13,492,791	20,544,746
DOLLERS AND LUADE PRINC				
EQUITY AND LIABILITIES				
Capital Share capital		6	. 10	10
Retained earnings		U	7,081,574	6,301,499
Retained earnings				0,501,477
			7,081,584	6,301,509
Non-current liabilities				
Deferred tax liability		7		9,691
	4			
Current liabilities		8	4,470,976	8,365,477
Deferred government subvention		9	1,929,333	1,491,052
Trade and other payables		7	1,929,333	3,479
Tax payable Deferred income		10	10,090	4,373,538
Deterred income	2 3	10		
		140	6,411,207	14,233,546
Total liabilities	100		6,411,207	14,243,237
Total equity and liabilities		2.	13,492,791	20,544,746

The accounting policies on pages 7 to 13 and the notes set out on pages 14 to 20 form an integral part of these financial statements.

On 21st December, 2016 the Board of Directors of Government Human Resource Services Company Limited authorised these financial statements for issue.

Director

Director

### Statement of comprehensive income

		Year Ended 30 September 2016 2015	
	Notes	\$	\$
Revenue	11	2,314,297	2,247,171
Cost of sales		(1,515,844)	(653,868)
Profit from operations		798,453	1,593,303
Government subventions utilized		11,451,250	12,761,953
Amortized of capital grant		-	-
Other income		13,757	9,521
Interest income		74,680	66,711
Staff costs	12	(7,979,698)	(8,649,880)
Administrative expenses		(3,382,843)	(4,022,141)
Distribution costs	13	(76,958)	(89,928)
Loss on disposal of property, plant and equipment		(11,751)	<u>-</u>
Total other income		88,437	76,236
Profit before taxation		886,890	1,669,539
Taxation	14	(106,815)	_(279,364)
Profit after taxation		780,075	_1,390,175

The accounting policies on pages 7 to 13 and the notes set out on pages 14 to 20 form an integral part of these financial statements.

### Statement of changes in equity

	Stated Capital	Retained Earnings	Total
	\$	\$	\$
Year ended 30 September 2016			
Balance at 1 October 2015	10	6,301,499	6,301,509
Profit for year ended 30 September 2016		780,075	780,075
Balance at 30 September 2016	10	7,081,574	7,081,584
	Stated Capital	Retained Earnings	Total
	\$	\$	\$
Year ended 30 September 2015	\$	\$	\$
Year ended 30 September 2015  Balance at 1 October 2014	\$	\$ 4,911,324	<b>\$</b> 4,911,334

The accounting policies on pages 7 to 13 and the notes set out on pages 14 to 20 form an integral part of these financial statements.

### Statement of cash flows

		30 Ser	Ended otember
	DAT 1	2016	2015
	Note	\$	\$
Cash flows from operating activities Profit before taxation		886,890	1,669,539
Adjustments for items not requiring an outlay of funds:		000,000	-,,
Depreciation		541,650	548,914
Interest income		(74,680)	(66,711)
Loss on disposal of plant and equipment		11,751	
Operating profit before changes in working capital		1,365,611	2,151,742
Decrease in inventories		30,326	
Decrease / (increase) in receivables and prepayments		1,244,302	(156,324)
Increase / (decrease) in trade and other payables		438,281	(819,652)
Increase / (decrease) in goods in transit		(134,630)	101,068
Decrease in deferred subventions		(3,894,501)	(4,529,037)
Decrease in deferred income		(4,373,538)	(488,220)
Cash used in operating activities		(5,324,149)	(3,740,423)
Taxation received		181,011	31,069
Taxation paid		(261,614)	(314,660)
Net cash used in operating activities		( <u>5,404,752</u> )	(4,024,014)
Cash flows used in investing activities			
Purchase of property, plant and equipment		(176,753)	(206,834)
Proceeds from sale of property, plant and equipment		13,472	
Interest income received		66,796	60,262
Net cash used in investing activities		(96,485)	(146,572)
Decrease in cash and cash equivalents		(5,501,237)	(4,170,586)
Cash and cash equivalents at the beginning of year		16,660,569	20,831,155
Cash and cash equivalents at the end of year	5	11,159,332	16,660,569

The accounting policies on pages 7 to 13 and the notes set out on pages 14 to 20 form an integral part of these financial statements.

## Accounting policies 30 September 2016

#### a Basis of preparation

These financial statements have been prepared under the historical cost convention and are presented in Trinidad and Tobago dollars, which is the functional currency, rounded to the nearest dollar, unless otherwise stated.

#### Statement of compliance

The financial statements of Government Human Resource Services Limited (the Company) have been prepared in accordance with International Financial Reporting Standards ("IFRS") issued by the International Accounting Standards Board. The Company had previously prepared the financial statements in accordance with IFRS for SME's until instructed by the Ministry of Finance and the Economy on August 29, 2014 to adopt full IFRS.

## Standards, amendments and interpretations which are effective and have been adopted by the Company:

There are no standards, interpretations or amendments to existing standards that are effective for the first time for the financial year beginning October 1, 2014 that would be expected to have a material impact on the Company.

#### Standards effective after October 1, 2014 that have been early adopted by the Company.

The company has not early adopted any new standards, interpretations or amendments.

## Standards, amendments and interpretations issued but not yet effective and not early adopted by the Company (effective 1 January 2015)

IAS 19 – Employee benefits, regarding defined benefit plans – Amendment (effective for annual periods beginning on or after July 1 2014). These narrow scope amendments apply to contribution from employees or third parties to defined benefit plans. The objective of the amendments is to simplify the counting for contribution that are independent of the number of years of employee service, for example employee contributions that are calculated according to a fixed percentage of salary. This amendment is not relevant to the company since it does not have a defined benefit plan with contributions from employees or third parties.

## Accounting policies (continued) 30 September 2016

#### a Basis of preparation (continued)

Standards, amendments and interpretations issued but not yet effective and not early adopted by the Company.

Annual improvements 2010-2012 – (effective for annual period beginning on or after July 1 2014 and applicable to the Company from October 1 2014). These amendments include:

- IFRS 2- Share Based Payment
- IFRS 3- Business Combinations
- IFRS 8- Operating Segments
- IAS 16- Property Plant and Equipment
- IAS 38- Intangible Assets
- IAS 24- Related Party Disclosures

The improvements are not expected to significantly impact the financial statement of the company.

Annual improvements 2011-2013 – (effective for annual period beginning on or after July 1 2014 and applicable to the Company from October 1 2014). These amendments include:

- IFRS 3- Business Combinations
- IFRS 13- Fair Value Measurement
- IAS 40- Investment Property

The improvements are not expected to significantly impact the financial statement of the company.

## Accounting policies (continued) 30 September 2016

#### Summary of significant accounting policies:

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

#### b 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 assets to a working condition for their intended use, the costs of dismantling and removing 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 gain or loss on disposal of property, plant and equipment is determined by comparing the proceeds from disposal with the carrying amount of the property, plant and equipment, and is recognized net within other income/ other expenses in profit or loss. When revalued assets are sold, any related amount included in the revaluation reserve is transferred to retained earnings.

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 Company, 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 profit or loss as incurred.

Depreciation is based on 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 straight line basis over the estimated useful lives of each item of property, plant and equipment at the following rates:

Leasehold improvement	0	10%
Computer equipment	-	33.3%
Office furniture and fixtures	1	25%
Motor vehicles	18	25%

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

## Accounting policies (continued) 30 September 2016

#### Summary of significant accounting policies (continued):

#### c Inventories

Inventories are stated at the lower of cost and net realizable value. Cost is calculated using the first-in, first-out (FIFO) method and comprises of purchase price, import duties and other taxes (other than those subsequently recoverable by the entity from the taxing authorities), transport, handling and other cost directly attributable to the acquisition of finished goods, materials and services. Trade discounts, rebates and other similar items are deducted in determining the cost of purchase.

#### d Trade receivables

Trade receivables are carried at original invoice amount less provision made for impairment of these receivables. A provision for impairment of trade receivables is established when there is objective evidence that the Company will not be able to collect all amounts due, according to the original terms of the receivables. The amount of the provision is the difference between the carrying amount and the recoverable amount.

#### e Cash and cash equivalents

Cash and cash equivalents comprises of cash in hand, cash at bank and other short term highly liquid investments with original maturities of three months or less from the date of acquisition and are readily convertible to known amounts of cash and which are subject to insignificant risk of changes in value.

#### f Trade payables

Trade payables are obligations to pay for goods and services that have been acquired in the ordinary course of business from suppliers. Trade payables are classified as current liabilities if payment is due within one year or less. Trade payables are recognised at fair value.

#### g Operating leases

Payments under operating leases are recognised in profit or loss on a straight line basis over the term of the lease. Lease incentives are recognised in the statement of comprehensive income as an integral part of the total lease expense.

#### h Revenue recognition

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

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

## Accounting policies (continued) 30 September 2016

#### Summary of significant accounting policies (continued):

#### i Revenue recognition (continued)

Subventions that compensate the Company for the cost of an asset are recognised in the statement of comprehensive income as revenue on a systematic basis over the life of the asset.

All other revenue is recorded on an accruals basis.

#### j Foreign currency translation

Transactions in foreign currencies are translated to the respective functional currency of the Company at exchange rates at the dates of transactions. Monetary assets and liabilities denominated in foreign currencies at the reporting date are retranslated to the functional currency at the exchange rate at that date. The foreign currency gain or loss on monetary items is the difference between amortised cost in the functional currency at the beginning of the period, adjusted for effective interest and payments during the period, and the amortised cost in foreign currency translated at the exchange rate at the end of the period. Non-monetary assets and liabilities denominated in foreign currencies that are measured at fair value are retranslated to the functional currency at the exchange rate at the date that the fair value was determined.

Foreign currency differences arising on retranslation are recognized in profit or loss, except for differences arising on the retranslation of available-for-sale equity instruments or a financial liability designated as a hedge of the net investment in a foreign operation.

#### k Provisions

A provision is recognised if, as a result of a past event, the Company has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the liability. The unwinding of the finance cost is recognised as a finance cost.

#### I Impairment

The carrying amounts of the Company'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.

Accounting policies (continued) 30 September 2016

#### Summary of significant accounting policies (continued):

#### I Impairment (continued)

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 pretax 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 has been changed.

#### m Taxation

Income tax expense comprises current and deferred tax. Income tax expense is recognised in the statement of comprehensive income except to the extent that it relates to items recognised directly in equity or in other comprehensive income.

Current tax is the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or subsequently enacted at the reporting date, and any adjustment to tax payable in respect of previous years. Current tax payable also includes any tax liability arising from the declaration of dividends.

Deferred tax is recognised in respect of temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes.

Deferred tax is measured at the tax rates that are expected to be applied to temporary differences when they reverse, based on the laws that have been enacted or subsequently enacted at the reporting date.

Deferred tax asset and liabilities are offset if there is a legally enforceable right to offset current tax liabilities and assets, and they relate to income taxes levied by the same authority on the same taxable entity, or on different tax entities, but they intend to settle current tax liabilities and assets on a net basis or their assets and liabilities will be realised simultaneously.

A deferred tax asset is recognised for unused tax losses, tax credits and deductible temporary differences, to the extent that it is probable that future taxable profits will be available against which the temporary difference can be utilised. Deferred tax assets are reviewed at each reporting date and are reduced to the extent that it is no longer probable that the related tax benefit will be realised.

#### n Comparatives

Where necessary, comparative figures have been adjusted to conform with changes in the presentation in the current year. These changes have no effect on the net profit of the prior year.

Accounting policies (continued) 30 September 2016

#### Summary of significant accounting estimate and judgement:

The preparation of financial statements in conformity with International Financial Reporting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

#### o Income taxes

The company is subjected to taxation and judgement is applied in the interpretation of relevant laws and the estimation of the provision for income tax. Where the final tax assessment is different from the amount that was initially recorded, such differences will impact the income tax provision and results in the period in which it was made.

Deferred tax asset are recognised for all unused tax losses to the extent that it is probable that taxable profit will be available against which the losses can be utilised. Significant management judgement is required to determine the amount of deferred tax asset to be recognized, based upon the timing and the level of future taxable profit together with future tax planning strategies.

### p Property, plant and equipment

Management exercises judgement in determining whether cost incurred can accrue sufficient future economic benefit of the company to enable the value to be treated as capital expense. Further judgement is used upon annual review of the residual values and useful lives of all capital items to determine unnecessary adjustments to carrying value.

#### q Provision of bad debts

Management reviews its trade receivables at each reporting date to establish if there is objective evidence that they will be unable to collect outstanding amounts due. Judgement is required when determining the level of allowance and is based on assumptions about a number of factors and the actual results may differ, resulting in future changes to the allowance.

## Notes to the financial statements 30 September 2016

#### Incorporation and Principal Business Activity

Government Human Resource Services Company Limited was incorporated and domiciled in the Republic of Trinidad and Tobago on October 20, 2006. The Registered office of the Company was Level 2, 6-6A Saddle Road, Maraval until November 2013, when the Company relocated to #16 Mulchan Seuchan Road, Chaguanas. Commercial operations commenced in January 2007.

The principal activity of the Company is the provision of human resource services.

#### 2 Property, plant and equipment

2 roperty, pante and equipment			Office		
	Leasehold Improvemen	Computer nts equipment \$	furniture & fixtures	Motor vehicles \$	Total \$
Year ended 30 September 2015					503
Opening net book amount Additions Depreciation charge	441,362 16,256 (47,859)	424,391 67,369 (191,684)	450,105 123,209 (143,531)	547,712 - (165,840)	1,863,570 206,834 (548,914)
Closing net book amount	409,759	300,076	429,783	381,872	1,521,490
At 30 September 2015					
Cost	492,910	1,174,075	1,113,186	663,364	3,443,535
Accumulated depreciation	(83,151)	(873,999)	(683,403)	(281,492)	(1,922,045)
Net book amount	409,759	300,076	429,783	381,872	1,521,490
Year ended 30 September 2016					
Opening net book amount Additions Disposals Depreciation charge	409,759   (49,288)	300,076 158,216 (25,222) (171,745)	429,783 18,537  (154,777)	381,872  (165,840)	1,521,490 176,753 (25,222) (541,650)
Closing net book amount	360,471	261,325	293,543	216,032	1,131,371
At 30 September 2016					
Cost	492,910	1,291,835	1,131,722	663,364	3,579,831
Accumulated depreciation	(132,439)	(1,030,510)	(838,179)	(447,332)	(2,448,460)
Net book amount	360,471	261,325	293,543	216,032	1,131,371

# Notes to the financial statements (continued) 30 September 2016

3	Inventories	2016	2015
	Inventories held for use	\$ <u>12,464</u>	\$ 42,790
	As at 30 September, there were no impairments of inventory.		
4	Trade and other receivables	2016 \$	2015
	Trade receivables Less: allowance for doubtful debts	229,056 (1,360)	1,258,307 (385)
	Net trade receivables Prepaid expenses VAT recoverable VAT payable Other receivables	227,696 389,834 251,276  13,191	1,257,922 400,933 473,280 (21,172) 7,453
		881,997	2,118,416

Trade receivables are non-interest bearing and are due upon receipt of invoice or 30 day terms. As at 30 September, the ageing analysis of trade receivables is as follows:

		Total \$'000	Neither past due nor impaired \$'000	<30 days \$'000	Past 30-60 days \$'000	due but 1 60-90 days \$'000	not impaired >90 days \$'000
	2016 2015	229 1,258		117 633	38 105	5 236	69 284
5	Cash and cash equ	ıivalents	,		2	016 \$	2015 \$
	For the purposes of	the cash f	low statement, cas	h and cash ec	juivalents cor	nsist of:	
	Cash at bank Unit Trust Corporat Open call deposit Cash at hand	iion			7,29 2,21	0,410 2,028 5,723 1,171	7,224,189 7,219,891 2,214,615 

# Notes to the financial statements (continued) 30 September 2016

6	Stated capital	2016 \$	2015	
	Authorised: Unlimited number of ordinary shares of no par value	<u>Unlimited</u>	<u>Unlimited</u>	
	Issued and fully paid: 10 ordinary shares of no par value	<u>10</u>	<u>10</u>	

### 7 Deferred tax (asset) / liability

Deferred income taxes are calculated in full on temporary differences under the liability method using a principal tax rate of 25%.

The movement on the deferred income tax account is as follows:

	On accelerated capital allowances	<b>2016</b> \$	2015 \$
	At 1 October (Credit) to income statement	9,691 ( <u>41,798)</u>	34,225 ( <u>24,534</u> )
	At 30 September - Deferred tax (asset) / liability	(32,107)	<u>9,691</u>
8	Deferred government subventions	<b>2016</b> \$	2015 \$
	Balance at October 1 Subventions received Subventions utilised	8,365,477 7,556,749 (11,451,250)	12,894,514 8,232,916 ( <u>12,761,953</u> )
	Balance as at September 30	4,470,976	8,365,477

The deferred government subvention related to the portion of subventions received from the Ministry of Finance during the year, for which the related expenditure has not yet been incurred.

Notes to the financial statements (continued) 30 September 2016

9	Trade and other payables	<b>2016</b> \$	2015 \$
	Accrued expenses Trade payables Tender Performance Deposits-Procurement Other payables	1,847,911 57,027 20,234 4,161	1,440,633 29,291 17,084 4,044
		1,929,333	1,491,052

Trade and other payables are non – interest bearing.

#### 10 **Deferred income**

The deferred income relates to cash received in advance, for which services have not yet been performed.

11	Revenue	<b>2016</b> \$	2015 \$
	Recruitment and selection	198,472	1,105,427
	Training design and delivery	1,739,767	1,023,429
	Assessment and development	280,684	82,035
	Customised human resource solution	95,374	36,280
		2,314,297	2,247,171

# Notes to the financial statements (continued) 30 September 2016

12	Distribution costs	2016 \$	2015 \$	
	Promotional publicity, printing	76,958	89,925	
1.2	C. ee	2016	****	
13	Staff costs	2016	2015	
		\$	\$	
	Contract employment	6,077,639	6,454,691	
	Gratuity and severance	1,072,598	1,021,705	
	Remuneration to board members	170,501	459,900	
	Employer NIS contribution	327,433	295,402	
	Training	146,580	359,374	
*	Vacation expense	77,077	(21,456)	
	Cellular allowance	66,340	61,464	
	Health insurance	41,530	18,800	
		<u>7,979,698</u>	8,649,880	

At 30 September 2016, the company had 38 employees (2015 - 40).

# Notes to the financial statements (continued) 30 September 2016

14	Taxation	2016 \$	2015 \$
	Corporation tax	106,500	288,234
	Green fund levy	43,354	16,144
	Deferred taxation (note 7)	(41,798)	(24,534)
	Prior year adjustment	_(1,241)	(480)
	Total taxation charge for the year	106,815	279,364
	The company's effective tax rate differs from the statufollowing:	utory rate of 25% as a 1	result of the
	Profit before tax	886,890	1,669,539
	Corporation tax calculated at a rate of 25%	221,723	417,385
	Effects of:		
	Allowances	(2,959,365)	(3,302,906)
	Expenses not allowable for tax	2,859,874	3,190,433
	Income not allowable for tax	(15,732)	(16,678)
	Green fund levy	43,354	16,144
	Deferred taxation	(41,798)	(24,534)
	Prior year adjustment	_(1,241)	(480)
		106,815	279,364
•			
15	Operating leases	<b>2016</b> \$	2015 \$
	Non cancellable operating lease rentals are payable as follo	ws:	
	Less than one year	1,260,000	1,260,000
	Between one and five years	5,040,000	5,040,000
		<u>6,300,000</u>	6,300,000

During the year, \$1,260,000 (2015: \$1,260,000) was recognised as an expense in the statement of comprehensive income in respect of the operating lease.

Notes to the financial statements (continued) 30 September 2016

#### 16 Related parties

Key management personnel

Key management personnel receive compensation in the form of the short-term employee benefits.

Key management personnel received compensation of \$ 1,633,846 (2015: \$1,934,300) for the year. Total remuneration which is included on contract employment and remuneration to board members expenses relates to salaries and allowances to directors and executive management of the company.

### Schedules to the financial statements For the year ended 30 September 2016

1	Cost of sales	2016 \$	2015 \$
	Training design and delivery	1,415,690	452,032
	Recruitment and selection	49,253	139,795
	Assessment and development	26,187	62,041
	Customised human resource solution	20,576	
	Inventory adjustments	4,138_	
	9 · · · · · · · · · · · · · · · · · · ·	1,515,844	653,868
2	Administrative expenses	2016	2015
		\$	\$
	Rent	1,260,000	1,260,000
	Depreciation	541,650	548,914
	Security services	273,173	266,058
	Other contracted services	268,897	666,076
	Information technology expenses	243,660	377,511
	Repairs and maintenance	112,919	103,191
	Electricity expenses	108,245	101,982
	Telephone expense	106,208	110,550
	Parking expense	104,682	75,904
	Insurances	55,912	78,763
	Office stationery and supplies	53,138	84,646
	Maintenance of vehicles	51,612	27,109
	Subsistence	39,905	100,023
	Internal recruitment	38,010	21,691
	General cleaning supplies	29,396	30,317
	Cabinet approved bodies	26,688	30,160
	Internet expenses	17,038	18,179
	Gas expense	15,970	17,307
	Books and periodicals	12,053	4,224
	Legal expenses	8,928	65,935
	Bank charges and interest	5,407	8,235
	Rental of equipment	3,262	3,252
	Membership	2,600	3,812
	Tender expense	1,800	9,626
	Staff entertainment, gifts and awards	1,615	3,254
	Provision for doubtful debts	975	=
	Project and external meetings	(900)	5,204
	Penalties and interest		218
		3,382,843	4,022,141