



The Kachin Relief Fund  
Annual Report for Year Ending 31st August 2016

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## **OBJECTIVES**

1. To relieve hardship, sickness and distress, and advance education among internally displaced Kachin people.
2. To advance public education in difficulties experienced by refugees as well as deprived and disadvantaged Kachin people.
3. To promote fundamental human right education based on the United Nation's Universal Declaration of Human Rights and the documentation of human rights abuses.

## **ACTIVITIES**

1. To provide short term relief aid to Kachin internally displaced people (IDPs) dwelling in the shelters along the Kachin State and China border, and those who are displaced within Kachin State.
2. To work closely with local Kachin relief workers in providing such aid.
3. To provide financial grants to buy basic medical equipment for IDP clinics and hospitals.
4. To provide emergency medical referral and hospitalization cost for the internally displaced people (IDPs) in Chinese hospitals.
5. To provide grants for construction of schools and purchasing study materials.
6. To fund short term medical and education projects
7. To support legal cost for victims of civil and human rights violations and support a human rights awareness program.
8. To provide the information resources for issues relating to relief assistance and human rights abuses.
9. To work closely with the organizations with which we share a common goal for our mutual objectives
10. To evaluate annual works and re-assess the best working strategy for future projects.

## **AREA OF BENEFIT**

The border of Burma and China, and the Kachin State in Northern Burma.

## **CHARITY COMMISSION CLASSIFICATION**

### What

- General charitable purposes
- Provision of Education / Training
- Alleviation of poverty, uplifting of mental wellbeing
- Human Rights protection/ Religious or racial harmony/ Equality or diversity

### Who

- Kachin, other ethnic nationalities of Burma and its borderland. People of a particular ethnic or racial origin

### How

- Making grants to individuals
- Making grants to organizations (local relief organizations and institutions etc.)
- Advocating to communities, organisations and governments
- Sharing information with interested individuals and groups

## **GRANT MAKING POLICY**

We mainly focus on four main categories when responding in accordance with the objects of charity.

1. Emergency relief response
2. Health for the IDPs and disadvantaged locals
3. Education for children
4. Advocacy, activities & awareness to promote human rights.

## **2015-2016 Trustee Activities Report**

The charity continues to engage its activities in line with the objectives of the charity. The trustees held annual general meeting (AGM) and layout a year-long plan for its charity works in accordance with the balancing between the budget and grant funding to alleviate the plight of the local people and IDPs.

During 2015-2016, the recipients of our funds can be classified into three main categories:

1. The internally displaced people (IDPs) in the Kachin State and China border.
2. The schools in very poor and least developed area (Sumpra Bum, N-Gum La and Putao etc.) of North-Eastern Kachin State, the territories within non-government controlled areas and conflict affected areas.
3. The organizations working inside Kachin State to promote the human rights education and capacity building for local civil societies.

### **EMERGENCY RELIEF RESPONSES**

During the 2015 – 2016, despite the political negotiation process moving forward between the Burmese Government and Ethnic Armed Groups, a series of battles have taken place in Kachin state and Norther Shan State. The fighting in those areas was the most fierce and vicious in the country, especially, in the Kachin Independent Army's (KIA) 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, Bridges controlled territories (eastern part of Kachin state and Northern Shan state) as well KIA's 6<sup>th</sup> Battalion in Hpakant region and 8<sup>th</sup> Brigade in Monyin township.

Those battles not only generate thousands of new IDPs, but also exacerbate the situation of already being IDPs by hindering the access of humanitarian assistance to IDPs by Burmese Army. We, KRF managed to reach out to some of those IDPs who are in urgent need of financial and material assistance by issuing grants directly for the purchase of emergency items or through our local partners such as KBC relief team, Metta Foundation, Karuna Relief team who are working on the ground. We also made a donation for Christmas meal program that caters 1164 IDPs organized by Kachin Peace Network.

### **GRANT FOR HEALTHCARE**

Our work is to reach out to IDPs in remote areas to save lives by the means of issuing cash grant and sending medical instruments and equipment. The Kachin Relief Fund issued a grant to buy a microscope, blood suction and a blood dryer machine for an hospital in remote northern Kachin State.

Also, we bought and dispatched the medical equipment. In addition, KRF donated operation bed/table and 5 bulbs operation lamp.

### **EDUCATIONAL GRANT**

Educational assistance is one of the main grants KRF made since we believe only Education can brighten the future of young generation in such remote and conflict-affected areas.

We have successfully completed the building of N-Gum La School library in the northern region in Kachin Independent Organisation (KIO) controlled area and handed it to the school authority. This library is now serving as the first kind of resource centre for students in the region.

Also, we have delivered the customized furniture for the library and provided financial aid for building fencing round the library compound. In addition, we managed to ship boxes of books including various types of reference and teaching books for basic education from London for N-Gum La library. We also delivered study materials and provided fund for monthly news purchase and subscription to the Kachin Times Journal. We also extended the Kachin Times journal subscription to other location such as Danai and Northern Shan state.

Our local partner, Metta Development Foundation in Myitkyina has been providing an assistance for the project's quality control check and transfer of financial aid for this library project. A Branch Programme Coordinator and engineer from Metta has made the inspection of the library and we have received the report from him in which he approved the successful completion of the library.

### **PHYSICAL EDUCATION PROJECTS**

The main objectives of these projects are to spawn talented world class athletes from those who have potential, to re-motivate young people who have been suffering from the plight of conflict and to keep them away from the temptation of becoming drug abusers in the region where drug abuse is widespread.

The KRF initiated our first physical education (sport activities) project in 2014 in Mai Ja Yang by the help of local partner, BRIDGE. Since then, it has become a very successful project and we have subsequently offshot to other locations, such as Laiza and Myitkyina. We have been receiving very good feedback from parents and children and authorities for running this project.

In those areas, especially Mai Ja Yang and Laiza, the academic curriculum is the only activity that school children can pursue. Thus, this project has been the main after-school extra-curricular activity for local and IDPs children making them stronger and healthier in their physical and mental wellbeing.

We have acquired Land for the "Mai Ja Yang Public Sport & Recreation Centre" which is now being built in Mai Ja Yang and we will continue to provide financial assistance and ideas until the building is completed.

In all locations, we sponsor instructors of Karate (in Laiza and Myitkyina) and traditional martial arts (in Mai Ja Yang), issuing grant for the sport facilities and provide free training to children from the IDP camps and locals.

We also supported funding for competition in martial arts and football in those locations.

## **GRANT FOR HUMAN RIGHTS PROMOTING ACTIVITIES**

We continued to provide assistance to help raise human rights awareness within the Kachin public by supporting local human rights group.

## **ADVOCACY AND NETWORKING**

Our trustee member, HKANHPA TU SADAN took the lead to organise the Kachin community in Europe and Japan to raise funds for IDPs and assisted in the set up of KRF-like charity organisations in the respective countries.

Hkanhpa Tu visited to Mai Ja Yang and Laiza to appraise the effectiveness of our works and built stronger relationship between KRF and location partners such as BRIDGE and other stake holders like chief karate instructors, authorities and community leaders.

KRF conducted events within and outside the Kachin community for both fund and awareness raising.

## **ADMINISTRATIVE EXPENSES**

All of the member of KRF staff are contributing on a voluntary basis. All public relations, secretarial and financial accounting work is carried out by volunteers.

Hkun Htoi Layang, secretary of the charity, maintains the KRF's website/facebook on a voluntary basis.

<b>Expenditures</b>	<b>Unrestricted Funds</b>	<b>Total 2016</b>	<b>Total 2015</b>
Promotion and public relation	1,055	1,055	2,238
Refreshments	0	0	200
Internet & Phone	0	0	123
Software & Computer	138	138	0
Printing & Stationery	146	146	44
Independent Examiner Fee	150	150	150
	<b>1,489</b>	<b>1,489</b>	<b>2,755</b>

The trustees are striving to keep the operating costs of the charity to a minimum.

### **Statement of Trustee's Responsibilities**

The trustees are responsible for preparing Trustees Report and the financial statements in accordance with applicable law and regulations.

For preparing the financial statements, the trustees are required to:

- Make judgements and estimates that are reasonable and well judged;
- State whether applicable UK Accounting Standards have been followed, any outgoing items disclosed and explained in the financial statements;
- And prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue operation.

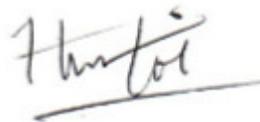
### **Independent Examiner**

CP Finance were appointed as the charities' independent examiner during the year and they have expressed their willingness to assist in that capacity. A resolution proposing their appointment for this year was approved at the AGM on 29<sup>th</sup> May 2016 and their re-appointment will be proposed at the next AGM.

Signed on behalf of the Trustees



Chair  
Mr. Goontawng Lashi  
Dated: 22/06/2017



Secretary  
Mr. Hkun Htoi Layang  
Dated: 22/06/2017

# Independent Examiner Report to the Trustees of The Kachin Relief Fund for the Year Ending 31st August 2016



**Unit 11 Worton Court, Worton Hall Industrial Estate, Worton Road, Isleworth.  
Middlesex TW7 6ER  
(P) 0208 569 8249**

## **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE KACHIN RELIEF FUND**

We have examined the financial statements of the Kachin Relief Fund, also known as KRF, for the period ended 31<sup>st</sup> August 2016 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes 1 to 9. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with s145 of the Charities Act 2011. Our work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our work, for this report or the opinions we have formed.

### **Respective responsibilities of trustee and examiner**

As more fully explained in the Trustees' Responsibility Statement, set out on p8, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. The charity's trustees consider an audit is not required for this year under s144 of the Charities Act 2011 and that an independent examination is required.

It is our responsibility to examine the accounts under s145 of the Charities Act 2011 and to follow the procedures laid down in general directions given by the Charity Commission under s145(5)(b) of the Charities Act 2011, and to state whether any particular matters have come to our attention.

### **Basis of an Independent Examiner's Statement**

An examination includes the review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement herewith.

### **Independent Examiner's Statement**

In connection with our examination no matter has come to our attention which gives us reasonable cause to believe that, in any material respects, the requirements to keep accounting records in accordance with s130 of the Charities Act 2011 and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011, have not been met. In addition there are no matters, in our opinion, to which attention needs to be drawn to enable a proper understanding of the accounts.

A handwritten signature in blue ink, appearing to be 'JA', is written over a horizontal line.

CP Finance

Dated ..... 22/6/17 .....

CP Finance is a trading name of :  
Cavendish Personnel Limited Co Number : 02614915 (England & Wales)  
Registered Office: Unit 11, Worton Court, Worton Road Industrial Estate, Worton  
Road, Isleworth. TW7 6ER  
Directors : D H Turner ACA, LIB

## Statement of Financial Activities for the Year Ending 31st August 2016

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
<b>Incoming Resources</b>					
Donation received		30810		30810	28041
Gift Aid Tax refunds					
<b>Total Incoming Resources</b>		<u>30810</u>	<u>0</u>	<u>30810</u>	<u>28041</u>
	Note				
<b>Resources Expenditure</b>					
Office Equipment - Depreciation	1	249		249	249
Direct charitable expenditure	2	25862		25862	26928
Costs of generating funds	3	640		640	100
Other expenditure	4	1489		1489	2754
<b>Total Charitable Expenditure</b>		<u>28240</u>	<u>0</u>	<u>28240</u>	<u>30031</u>
Net Incoming / (Outgoing) Resources before charges		2570		2570	(1990)
Bank charges		(72)		(72)	(72)
<b>Net Incoming / (Outgoing) Resources for the year</b>		<u>2498</u>	<u>0</u>	<u>2498</u>	<u>(2062)</u>
Funds Brought Forward at 1 September 2015		12516		12516	14578
Funds Carried Forward at 31 August 2016		<u>15013</u>	<u>0</u>	<u>15013</u>	<u>12516</u>

## Balance sheet as at 31st August 2016

	Note	2016	2015
<b>Fixed Assets</b>			
Office Equipment	1	269	517
<b>Current Assets</b>			
Debtor	5	0.00	0
Bank- Current accounts		<u>14,745</u>	<u>11,999</u>
		<u>15,013</u>	<u>12,516</u>
Current Liability		<u>0</u>	<u>0</u>
Net Assets		<u>15,013</u>	<u>12,516</u>
<b>Capital &amp; Reserves</b>			
Reserves		12,516	14,578
Net Income/Expenditure		2,498	
		<u>15,013</u>	<u>12,516</u>



Treasurer: Maureen Ja Bu Lagra

Dated: 22/06/2017

## Notes to the Financial Statement for The Year Ending 31st August 2015

### 1. Accounting Policies

#### a) Basis of Accounts

The financial statements have been prepared on the historic cost basis in accordance with relevant standards and provisions of the Statement of Recommended Practice (SORP2005) issued by the Charity Commission. The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### b) Income

Incomes are credited to the statements of financial activities as follows:

Donation	-When cash is received
Fundraising Income	-When cash is received or the date of the fund raising events
Sponsorship	-On a receivable basis
Interest	- When received
Gift Aid Tax Refund	- When received

#### c) Value Added Tax

The Charity is not registered for VAT and accordingly, where applicable, expenditure is disclosed inclusive of VAT.

#### d) Expenditure

Direct charitable expenditure comprises all expenditure relating to the objects of the charity including the costs of supporting the charity's activities.

Other expenditure comprises fund raising and publicity costs and expenditure on management and administration of the charity.

Where expenditure cannot be directly attributed to a single activity, it is allocated between activities on a basis consistent with the use of resources.

#### e) Unrestricted Funds

The Charity's unrestricted funds consist of general reserves which the charity may use for its purpose at its discretion.

#### f) Restricted Funds

Restricted Funds are those where the donor has imposed restrictions on the use of the fund which are legally binding. Income arising on restricted funds and expenditure incurred in respect of these funds are reflected through the statement of financial activities in the appropriate column with any surpluses or deficits being appropriated to/from restricted funds.

## g) Cashflow Statement

The accounts comply with Financial Reporting Standard No1 (FRS1). The charity has taken advantage of exemption available under the Standard and not produced a cashflow statement.

## 2. Fixed Assets

	Unrestricted Funds	Total 2016	Total 2015
Office Equipment	517	517	995
Less: Depreciation @25%	(249)	(249)	(478)
	<u>269</u>	<u>269</u>	<u>517</u>

## 3. Direct Charitable Expenditure

	Unrestricted Funds	Total 2016	Total 2015
Education Welfare and development	14657	14657	14978
Library Project	0	0	7110
Sport Education & Activities	10345	10345	0
Bank charges & Currency Charges	102	102	119
Travelling	758	758	721
	<u>25862</u>	<u>25862</u>	<u>22928</u>

## 4. Costs of Generating Funds

	Unrestricted Funds	Total 2016	Total 2015
Fund raising events	640	640	100

## 5. Other Expenditure

	Unrestricted Funds	Total 2016	Total 2015
Promotion and public relation	1055	1055	2238
Refreshments	0	0	200
Internet & Phone	0	0	123
Software & Computer	138	138	0
Printing & Stationery	146	146	44
Independent Examiner Fee	150	150	150
	<u>1489</u>	<u>1489</u>	<u>2754</u>

## 6. Debtor

	Unrestricted Funds	Total 2016	Total 2015
Other	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>

## **7. Employees Remuneration**

There were no employees during the year.

## **8. Trustees' Remuneration and Expenses**

No remuneration was paid during the year and no reimbursement is due at the year end.

## **9. Capital Commitments**

There were no capital commitments at 31st August 2016 .

## **10. Taxation**

The Kachin Relief Fund is a registered Charity and is exempt from taxation in respect of Income and Capital Gains under Section 505 of the Taxes Act 1988 and Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to charitable purposes.