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**Practical
Tools
Initiative**

A Practical Way of Taking Action



ANNUAL REPORT AND FINANCIAL STATEMENTS 2017-2018

Practical Tools Initiative Charity number:1152292. Company Number: 8249953

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TABLE OF CONTENTS

A Welcome from Our Chair:	4-6
Our Mission, Vision and Values:	7
2017/18 Overview:	8
2018/19 Strategy, Plans & Objectives:	9
Programme Director's Report & Review of Activities:	10-45
Governance:	46-48
Finance:	49

A WELCOME FROM OUR CHAIR

I welcome you all to our 5th annual report. This year is very special – we have just completed five years of operation as a registered charity! When we registered Practical Tools Initiative in England & Wales in 2013 to operate as a charity in international development, the challenges were so obvious and intimidating that we did not delude ourselves that the work would be easy. This has very much been the case, especially when our focus has been on post-conflict and post-Ebola epidemic communities in West Africa. Moreover, these challenges occurred at a time when the credit crunch was hitting the global economy. We have survived for five years, and we have done so with tremendous courage and dedication from our supporters, volunteers and staff.

Today, we are Sierra Leone's leading independent national NGO, reaching out to communities across the country. This annual report highlights our activities over the year and reflects on what we have achieved over five years of operations as a UK registered charity working internationally.

2017/2018 operating highlights

For the first time, we received a direct shipment from the USA of leading new medical textbooks worth £300,000.00!

Looking ahead

Practical Tools Initiative's trustees, management and staff have forged a brave and ambitious new strategy focused on making the biggest difference to communities' and lives: by breaking the cycle of multiple disadvantage and tackling the adverse conditions which prevent communities and institutions from flourishing.

Our strategic objectives are:

- ii** To focus our work on supporting communities experiencing multiple disadvantage in their lives.
- ii** To transform our ability to innovate and to disrupt the conditions that perpetuate multiple disadvantage.
- ii** To achieve greater reach and impact for communities facing multiple challenges through collaboration and partnership.
- ii** To maximise our impact on people through a fully supportive, high-performing and agile organisation.

Our approach in addressing these challenges during the 2017–2018 operational year included implementing our new Partner Engagement Plan, which places our partners at the very heart of our drive for change for communities. The approach is built upon the proven trust that exists between us and our partners and supporters, and seeks to integrate new engagement through combining our strengths in community relationships, staff and volunteers. We have also become more efficient through a targeted approach to support services, which involves a ‘Lean’ programme of work – for example, engaging our trained artisans, who we have supported with high-quality tools, to undertake delivery programmes. This does not only reduce costs, it also gives us monitoring control over resources and the quality of work done. Through these and other efficiencies, we are laying the foundations for financial sustainability in response to the challenging environment, while maintaining our capacity to increase the scale and impact of our work. We are building on our strengths and reaffirming our commitment to ensuring institutions’ and communities’ voices are heard.

This year also saw us begin more innovative work to tackle crucial issues affecting individuals, communities and institutions, three examples of which are outlined below.



i/ The introduction of **business-support interventions for women** showed how effective pin-pointing of programmes can change the lives of individuals and their families. In Freetown, for example, we are always on the look-out for women who spend the whole day selling meagre items such as sweets in dinner plates just to make ends meet.

We seek them out and give them business support through

retail items such as bales of clothing, so that they can sell and develop a business for themselves and their families. It is incredible to see the joy on their faces when they suddenly realise the transformation the support could bring to their lives.

i/ The launch of our high-impact **seed funding to develop sustainable income-generating food-growing for disabled people**. This is one of the areas where we exhibited the concept of trust between us and our partners (for example, **United Polio Brothers & Sisters in Freetown, locally known as Shell Polio Group**). For this group, we delivered a tailored project that will benefit the disabled community. Informed by the experiences of the disabled people we work with, this programme will engender financial independence and self-reliance.

i/ In our targeted approach to organisational enablement, we transformed underperforming institutions from the bottom of the ladder to claim their rightful place at the top. This year, **Nixon Memorial Hospital Nursing Training School in Segbwema** was assessed by the Sierra Leone Nursing and Midwifery Board and declared to be the most equipped nursing training

school in the country! Two-and-a-half years ago, the government threatened to close down the school because of lack of academic resources, including up-to-date medical textbooks and computers. We provided these and brought in volunteer UK nurses and an IT expert to support training and establish an IT suite for staff and students. The Nixon Memorial Hospital Nursing Training School's library is of such quality and reach that we now have medical students and practitioners from other parts of the country coming to use it!

Our reputation for transforming underperforming institutions has led to the formation of new partnerships. By the middle of the year, we received a direct shipment of leading new medical textbooks from the USA worth £300,000.00! With this, we will reach out to all medical training institutions in Sierra Leone!

In the following chapters, the Programme Director will explain in detail what we have done this year in areas of skills training, education, healthcare, water and sanitation, disability support, and sports.

I take this opportunity to thank our partners both in the UK and overseas for their support and collaborative work. The total amount of funding and resources we received for our projects was **£647,306.00**. Our committee members and volunteers also contributed significantly.

The total charitable expenditure for the year was **£628,851.00**.

I thank you all for your commitment.

Bockarie Ephraim Musa

Chair

Practical Tools Initiative

OUR MISSION, VISION AND VALUES

Our Mission: Our charitable objects are: The prevention or relief of poverty or financial hardship anywhere in the world. We do this by providing or assisting in the provision of education, training, healthcare projects and all the necessary support designed to enable individuals, communities and institutions with a charitable need to achieve their goals.

Our Vision: Stable communities and institutions that are self-reliant through sustainable interventions.

Our Values: We promote equality of opportunity, tolerance and respect for others in our delivery programmes.



2017/18 OVERVIEW

Our 2017/2018 operational year was particularly testing – we saw profound economic, political and social challenges, in particular the recent elections held in Sierra Leone. Never before has the country been polarised on such different fronts during elections, with communities confronting each other and a significant rise in ritual killings – especially of children. All of these have directly and detrimentally affected the most vulnerable children, disabled people, and single mothers – especially those who are working on the streets and those who are used as labourers in various trades. But as we navigated this challenging landscape, we remained focused on meeting the needs of some of the most vulnerable people in Sierra Leone today.

This report describes our work in the past year to improve outcomes for the individuals, communities and institutions we work with. Together, we have achieved some vital breakthroughs: from establishing seed funding for food-growing for disabled people, to developing business-support interventions for single mothers, to reaching out to underperforming schools and institutions across the country. In the past five years, we have worked diligently to deliver sustainable projects. Today, we are Sierra Leone's largest indigenous non-governmental organisation in areas including education, skills training, mobility aids for the disabled, and healthcare support services. These activities have continued to raise awareness of the need to respond to the demands of changing socio-economic conditions in the country. It is only by working together with our supporters, campaigners, volunteers, partners and funders that we have been able to achieve and make a real and positive difference through our work.



2018/19 STRATEGY, PLANS & OBJECTIVES

In our 2018/2019 operational year, we will start a new five-year strategic cycle which will be spearheaded by our community schools project, support for single mothers, water and sanitation, and skills training for disabled people and for those in prison. This strategy will focus on where we can make the biggest difference to community schools, single mothers, and disabled people in cities and rural areas. In the past five years, we have done extensive research and field work where we have partnered with selected schools, institutions, and groups to assess how best we could deliver meaningful, far-reaching life-changing projects. Our strategic ambition now is to expand on the results of our work and help more people break the cycles of multiple disadvantage that prevent socio-economic and educational development in Sierra Leone.

Strategic objectives:

1

We will support single mothers experiencing multiple disadvantage.

- ii Our target outcomes include working with single mothers through direct work and skills development engagement (for example, for those living in slum areas).
- ii We will create positive policy changes through our policy and campaigning work that will deliver effective outcomes for single mothers facing multiple challenge.

2

We will have an explicit focus on partnership and collaboration.

- ii We will embed our new relational approach with supporters, volunteers and other organisations and sectors, and will unlock the potential to build a wider movement of change for communities. We will build a strong movement of supporters and partners who share our ambition for campaigning to improve schools, for elevating the socio-economic status of disabled people, for providing access to safe drinking water and sanitation, and for campaigning to change government policy on child labour, etc.

3

We will enhance our ability to innovate and be a disruptive force in breaking cycles of disadvantage experienced by individuals, communities and institutions.

- ii We will demonstrate a deliberate focus on innovation across the organisation.

4

We will continue to cement our operational centres in Sierra Leone to help implement and monitor activities and to create a coordinating point for future West Africa operations as we start new projects in Liberia.

- ii We now have three operating centres – Freetown, Bo and Kenema, allowing us to operate nationally without restraint.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES

Introduction

Hello, and welcome to the Practical Tools Initiative 2017/2018 Programme Director's Report & Review of Activities.



Regional Coordinators (Mamson & Osman) posing with Western Area resources in Freetown.

This year marks the 5th anniversary of our registration as a charitable organisation in England & Wales, working mainly in Sierra Leone. It is very encouraging that our activities over the past five years have stood out, thanks to our partners, volunteers and staff. In the first year of

operations (2013/2014), our resources and finance pool stood at £7,000. This year (2017/2018), it stands at nearly three quarters of a million pounds (covering all projects). Our projects have increased from a few community groups and schools in the Eastern region to cover most of the country! In our first shipment of this year, we sent over 30,000 new textbooks as well as a large amount of sanitation items and medical equipment. These were delivered to Freetown in a 40ft container. Our second shipment of the year, which also used a 40ft container, contained a large quantity of skills training tools for carpentry, mechanics, tailoring and plumbing. The shipment also contained a huge amount of mobility equipment, including manual and powered wheelchairs, rollators and crutches. The third shipment was a 20ft container sent directly from the USA. This shipment contained thousands of new cutting-edge medical textbooks, valued at £300,000. This is an incredible step forward, as we are now able to reach out to all medical training institutions in the country! This delivery was the result of building a fierce reputation as an organisation with the ability to show tenacity and unmatched persistence in transforming underperforming skills training institutions – such as the Nixon Memorial Hospital Nursing Training School to become the most equipped nursing training school in the country.



This year, we also introduced new projects. For example, we established seed funding for food-growing for disabled people in Freetown, which we will use as a model for other disability groups in the country. For this group, we constructed goat and sheep pens, as well as a chicken run with mobility access. These will be used as an income-generating and self-reliance enterprise. Another example is our development and delivery of business-support interventions for single mothers. This is where we seek out, train and equip single mothers with business support to undertake business activities for sustainable income generation. Furthermore, we introduced new projects where we also seek out and assist school girls involved in transactional relationships as a way of funding their education.

These achievements are in accordance with our policy of total commitment and persistence, and the general ability and capacity to work hard to deliver in a country where corruption and ineptitude in public institutions is rife.

There was a change in government at the start of the year, and we are hoping that we will be able to influence policy in certain pressing areas. For example, the use of children as labourers

and as street beggars by visually impaired people is endemic in Sierra Leone. This has to change! We hope to convince the new government – it is unacceptable.



Our work is continuing with the Sierra Leone Approved School (a young offenders' institute) and the women's prison in Freetown and Kenema, where we provide skills training tools and support. We have also just signed a Memorandum of Understanding with the Ministry of Justice and the prisons services in Liberia to provide similar skills training support that we deliver at the Sierra Leone Approved School.

In the following chapters, I will highlight in detail what has been achieved in each of the projects we have worked on over the year.

In this report, you will also find case studies on key projects.

Many thanks to Practical Tools Initiative's teams and partners in the UK and overseas, our field officers and volunteers in Sierra Leone, and those supporting us in prayers.

James Fallah-Williams

Programme Director

Practical Tools Initiative

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **EDUCATION**



Action for Education in
Sierra Leone

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



One of the major challenges in post-war Sierra Leone is reviving the decrepit education system and helping to improve literacy and numeracy. The effect of the ten-year civil war is vividly apparent in the country's education standards; public signboards, advertisements and graffiti are key indicators. Before the war, it was impossible to see poorly written adverts like these in the city. Today, they are very common.

This is the fourth year of work with our partners in helping to revive education in Sierra Leone. We have taken this challenge very seriously and have worked very hard to reach out to community schools with key educational resources in three of the four regions of the country. Since we started working with schools in Sierra Leone, we have become a leading independent provider of educational support services in the country by shipping and distributing large educational resources to schools.

We have also intervened in critical cases over the past three years, especially where educational institutions have been threatened with closure by the government due to lack of resources. Today, one of those institutions, Nixon Memorial Hospital Nursing School, which was so desperate and in the throes of death, is now the most equipped nursing school in the country! They now have a library with modern medical textbooks and a new computer lab, whereas two-and-a-half years ago, none of the staff and the students knew how to use a computer. On the 16th of November 2017, we had a meeting with the school. The principal, in the presence of all attendees, gleefully revealed that they had a 100% pass rate this year. This has not happened since 1990.

At the end of 2017, as a continuation of our work, we sent a large consignment of new textbooks (30,000 textbooks) from UK to deliver to educational institutions in Sierra Leone. The container was sent to Freetown and was located at The Prince of Wales Secondary School. This shipment was for Freetown (Western Area) schools where our target was twenty new schools. The shipped books were categorised and stamped.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

We invited the principals and headteachers of some of the selected schools to a meeting at our depot in Freetown. It was at this meeting that we highlighted our aim of reaching out to underperforming community schools. We also highlighted our expectations, particularly in relation to the use of the resources – access must be given to all. We started to distribute the books the day after the meeting.



Principals from five secondary schools pose with the books after the meeting.

1) Vine Memorial Secondary School for Girls, Freetown



Vine Memorial students, together with their principal, in receipt of textbooks at their school.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

2) Methodist Girls' High School, Freetown



Methodist Girls' High School, one of the oldest girls' schools in Africa, has been in existence for 139 years! It was started in 1879, to be precise. It was one of the first purpose-built girls' high schools in Sierra Leone, and it was created to help provide high-quality education for girls and promote the participation of women in the administration of the country.

Like many schools in the country, bad governance and corruption at state and church levels have reduced Methodist Girls' High School to a state of perpetual underperformance, lacking everything from good textbooks to a functioning library. In its heyday, the school attracted students from across Africa and delivered British standard education.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

3) The Prince of Wales Secondary School, Freetown



In addition to textbooks, the school received two sets of football kits for its junior and senior teams. Some students who live a long way away from their school were given bicycles.

The Prince of Wales School in Kingtown, Freetown is a secondary school for boys. Though it is a boys' school, it accommodates girls in its sixth form programme. The school was established in April 1925 to specialise in science education and modern languages. It was opened by Prince Edward, Prince of Wales, on 6th April 1925. This was the first state school in Freetown that was not controlled by the missionaries.

Again, like many schools in the country, state neglect has had a very damaging effect on the performance of the school. In fact, the streets within the school grounds have not been touched since 1925!

In addition to the key science textbooks that the school received, we gave two sets of new football kits from Brighton & Hove (the newly promoted English Premiere League club) to the junior and senior teams. Furthermore, we gave bicycles to pupils who live miles away from the school – especially those in slum areas.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

4) Akibo Betts Municipal School

Akibo Betts Municipal school was established in the early 1960s, for both boys and girls in central Freetown, to prepare them for their secondary school education. Before the civil war, the school was one of the leading community schools in the city, delivering good quality teaching and producing results to match.

Nonetheless, the school fell into disrepair after the war, and has been abandoned by the state, even though it is in the middle of Freetown. It now caters for some of the most impoverished sections of the city's population.



Students at Akibo Betts showing off their new textbooks.

The textbooks we shipped out are mainly for core sciences, as these are the most neglected areas of study in Sierra Leone. We are encouraging pupils to lean towards the sciences, as the country needs more medical practitioners, engineers, etc. Sierra Leone has fewer than 250 medical doctors in the entire country, which has a population of 7 million people! That number was further depleted by the Ebola crisis.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



In addition to the textbooks, students at Akibo Betts also received football kits from us.

Our target in the Western Area – Freetown is to support thirty schools in the next operational year. We now have access to educational resources that will enable us to achieve this. The programme is extended to accommodate individual pupils, from junior and senior secondary schools, who are engaged in transactional relationships in cities as a means of funding their education. Our dedicated team seeks them out in public areas and provide a comprehensive support package that includes the payment of school fees, a set of academic textbooks, uniforms and other support to enable them to move away from such activities and focus entirely on their education.

This is a very common phenomenon in Sierra Leone, which is a post-war post-Ebola epidemic community. Many children who lost their parents are now living with their relatives or older siblings, who do not have the means to look after them. The only way to get by is to engage in such activities.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

Targeting individual pupils – case studies



We came across one outstanding case of a young person from one of the secondary schools in Freetown. A victim of the Ebola epidemic, in which she had lost her parents, the only way she could fund her education was to go on the streets. Our team approached her and took her details. We later got in touch and provided her with all the academic resources (textbooks, exercise books, pens, and uniform) that she needed to complete her senior secondary school studies. We also paid her exams fees. She is seen here, on the left, in her uniform and holding some of the new textbooks that we provided for her.

She is very intelligent, and she is hoping to become a lawyer.

Loitering is a criminal offence in Sierra Leone, and young people are sent to jail if caught.



We have also targeted young people in the only young offenders' institute in Freetown. This is the only youth prison in the country, and we have worked with them for four years. We have not only supported skills training for the young people, we have also provided educational support within the prison, where prisoners are allowed to continue their education. This sixteen-year-old is serving a long prison sentence at the institute – we are providing educational support for her.

In Sierra Leone, young people can spend many years on remand in prison.

She is seen here receiving her educational resources in prison, and she will be allowed to take her exams.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



This year, we continued to rehabilitate former young offenders from the Sierra Leone Approved School (young offenders' institute) into mainstream schools. These two former child offenders are now in full-time education and are doing exceedingly well – they are both senior head boys in their respective schools. We covered school fees, textbooks and bicycles to support them.

Many of the young people are those who were born during the civil war – they have had no regular families to look after them.



Elsy lives in Freetown. As with many of our partners, we came across her along the road near her school. It was raining, and the rickety wheelchair she was using could not be pushed quickly enough in the rain. The girl who was pushing her left her in the rain and ran to take cover herself so as not to get wet going to school. Elsy was left stranded in the rain and got thoroughly drenched. Our Chair, who was driving by at the time, stopped and pushed Elsy to her school, where he took her name and address.

We shipped one manual (self-propelled) and one power wheelchair to enable Elsy to travel to school independently.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



Assembling Elsy's power wheelchair: our Western Area Coordinator, Mamson Musa, is seen here assembling and testing Elsy's new chair.



Elsy trying her power chair.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **HEALTHCARE**



**Action for Healthcare
in Sierra Leone**

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

We have excelled in providing educational support services not only to schools but also to health care training institutions in the country. This year, we extended our support services to include the School of Community Health Sciences, Njala University, Bo. Here, we delivered leading medical textbooks that are of the highest quality. This is one of the support mechanisms that we are gradually extending across the country.

We have worked with Nixon Memorial Hospital for two-and-a-half years, providing key support services including the establishment of a computer lab and transforming their library with up-to-date medical books. This year, the school was assessed by the Sierra Leone Nursing Board as the most equipped nursing training school in the country. It also had a 100 per cent pass rate for the first time since 1990. The key to a successful programme of supporting institutions is the effectiveness of our monitoring mechanisms. Our experience in the east of the country shows that targeted deliveries of resources, followed by a comprehensive monitoring system, leads to improved performance.



Of course, we do have breakdowns from time to time, but the result is always uplifting. On this occasion, one of our field vehicles was there to provide support, and the maintenance was done in time for the event in Bo.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

School of Community Health Sciences, Njala University, Bo



Yes, we got to Bo! This is one of the most important medical schools in the country, formerly known as Para-Medical. It is now part of Njala University, providing training for nurses and delivering degree courses in medicine and the medical sciences. But they have never seen anything quite like this: they were very pleased to receive quality and up-to-date medical textbooks, which have been so lacking at the school. The school received 557 new medical textbooks.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

Nixon Memorial Hospital Nursing School, Segbwema

Having delivered to the School of Community Health Sciences in Bo, we moved east to our Eastern Regional base at Nixon Memorial Hospital in Segbwema. This is our model project for supporting medical schools and hospitals across the country, for we now know how well we can manage deliveries and monitoring to effect good performance.



Just over two years ago, this school was going to be closed down due to lack of resources. Today, it is a key performer in the provision of education for nurses and community healthcare workers in Sierra Leone!

Nixon received additional medical textbooks this year to complement the existing resources we provided the previous year. Their computer library was also established, enabling both students and tutors to access the services.

Of courses, medical students can also play football!



PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



Their computer lab and fully functioning library is now a hub for students and researchers from other parts of the country.



In addition to the provision of medical resources, we had UK medical volunteers and an IT specialist to help support the nursing school at Nixon Memorial Hospital and establish the computer lab. The UK medical volunteers also visited our partner satellite clinics in rural areas to help deliver medicines and organise life-saving seminars on hygiene and sanitation in communities where maternal and child mortality rates are among the highest in the country.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **DISABILITY SUPPORT**



**Action for Disabled People
in Sierra Leone**

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

In Sierra Leone, we are leaders in providing not only mobility aids, but also skills training tools to disability groups in three regions. This year has been the busiest in combining projects in skills training, seed funding to develop sustainable food-growing, the distribution of mobility aids, and sports.



Our January 2018 shipment contained mobility aids that took almost half the 40ft container. These included manual and electric powered wheelchairs, crutches, rollators, Zimmer frames, and other mobility items for disabled people. We are leading the way in targeting physically challenged people, especially those who are in full-time education or undertaking skills training, or those in employment, by providing them with appropriate mobility aids that allow them to participate fully in social and educational activities and help them become independent. Our previous annual reports highlighted how Sierra Leone has a large number of disabled people as a legacy of the civil war and the accompanying polio epidemic.

In Freetown, we introduced a new project that involves seed funding to develop sustainable income-generating food-growing for the United Polio Brothers & Sisters. The project is the first to combine skills training, food-growing, and the delivery of mobility aids. The key aim here is to fully equip the group to develop a sustainable food-growing programme for self-reliance and to generate income. The group has a large piece of land outside of Freetown that they acquired after the civil war, and some of its members live on site to work on the land. The food-growing project combines goat, sheep, chicken and vegetable farming. This meant the construction of goat and sheep pens and a chicken run that incorporated mobility access for wheelchair users.

The first key stage of the work was to clear the land and remove tree stumps. This was the most difficult and time-consuming task for the group, as it was in the middle of the rainy season, and the communities are more used to slash and burn practices. This process was suspended until the start of the dry season in December.

At the start of December 2017, the group cleared the land and removed tree stumps from the plot where the pens and the chicken run were to be built. Part of the land was also reserved for vegetable growing. The clearing and removing of tree stumps finished in January 2018, and the lay-out of the plot was undertaken by a team we have previously equipped with carpentry and bricklaying tools.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

Once this was done, construction areas were demarcated, measurements were taken, foundations were dug, and concrete pillars were erected for the goat pen.



Work progressed in constructing the pen on concrete pillars, leaving ample space under the structure to allow the group to collect goat droppings to be used as fertiliser for the vegetable plots that will be located at the foot of the land by the little spring.

Two large and sturdy sections were built to accommodate the goats. The sections are spacious, which provide plenty of space for the goats. The sturdy structure is also aimed at protecting the goats from thieves.

What was also added to the structure was a double ramp. This is to allow wheelchair users to enter the pens and clean them. This is a unique project that will transform the lives of disabled people who used to rely on street-begging to feed themselves and their families.

Once the work on the goat pens was finished, the group started laying the foundation for the chicken run.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



Finished goat pen with ramps for mobility access.

Work on the chicken run started with the laying-out of the plan and the digging of the foundation. This is one of the jobs that the disabled people could not do, so we brought in a support team to help with the construction work.



PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



Construction of the chicken run.



PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



The building has six separate large runs, each capable of holding over 100 chickens, with plenty of space to allow the chickens to move about freely. The chickens will also be able to



roam freely outdoors. One key design feature of the building is accessibility for wheelchair users. The structure has a wide corridor to allow wheelchair users access to the runs (as above).

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **SKILLS TRAINING & BUSINESS SUPPORT FOR WOMEN**



**Skills Training & Business
Support for Women**

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

Again, we are leading the way in providing skills training and business support to single mothers and poorer women in cities. In addition to the skills training tools for women, we sent 23 bales of used clothing and pallets of overstock merchandise donated to us by a leading UK clothing retailer. The donation was very timely; it provided us with further quality resources to help us set up small businesses for several of those women, who were undergoing business training to help them start out on their own.

Before the container arrived in February, we decided to arrange workshops for all participants in the project (those from the Western, Central and Eastern areas of the city) as final activities to help develop successful business entrepreneurship for individuals and for women's community groups working together.

The key aim was to provide basic business entrepreneurial skills training as part of the project fabric for the participants, assisting them to develop business, money management and planning skills, and helping them with networking, start-ups and how to access further business-support services for the purpose of income generation, job creation and community integration for sustainable growth. Furthermore, the programme was for individual and organisational enablement; to promote forward movement especially in gaining knowledge and awareness in undertaking self-employment as a viable career choice.

We selected some women who had already acquired business skills to test the market with the new retail products we shipped out. They went out and sold each item for £1.00. The items were sold by the end of the business day.

The women gave us a very positive market report, which led us to give them two boxes (each box containing several items of clothing) each for trial. All the items were sold within two weeks, as they were new to the local market. For women who had been living on a pound a day, this was significant, and they could hardly contain their excitement. The clothing items would have ended up in landfill sites in the UK, but they are now being used to lift destitute women out of poverty.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



The business model behind the retail items is that those who have undertaken training in small business management will be given four boxes each as start-ups. Each box contains up to 25 individual clothing items, with the total number being about 100 per person. When the items are sold, the income will be enough to upgrade significantly to a 55kg bale of used clothes they can buy from larger local retailers, which the women will then be able to sell to develop their businesses further. They will also be able to open savings accounts with their local banks and maintain a steady income through business activities.



Those single mothers who once had to beg or engage in transactional relationships to feed their children are now moving forward and becoming independent and self-reliant.

In early March this year, we cancelled workshops and training activities, as parliamentary and presidential election campaigns were becoming challenging for the women. This was mainly for their safety, and also to prevent damage and loss to their small businesses when street campaigners targeted petty traders.

Disabled women

The January shipment also contained a good number of mobility aids to support disabled women who are participating in the skills training project. This is a wholistic approach that combines the provision of tools and business set-ups with the delivery of mobility aids to those in need, so as to improve inclusion and participation. The shipment, as stated earlier, was geared towards supporting the women by providing the tools and equipment that they need.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

A Case Study



Hopanda Women's Group

We have been working with Hopanda Women's Group in Western Freetown for three years. The group has twenty members, who brought themselves together to set up a support group. Some of the group members used to be stone-breakers doing hard labour in quarries to sell aggregate and gravel to the building industry. Some were selling illicit Chinese medicines on the streets just to help provide for their families. Some are single mothers taking care of their children alone.



We have worked with the group to help them develop key income-generating skills in soapmaking, clothmaking (*gara* (tie & dye)), tailoring and business support. They have done very well. This year we are delivering the final support programme of business management training and giving the group funding to undertake business ventures using the skills they have learnt. The funds will enable the women to take control of their activities by producing soap and *gara*, which they will sell directly to local retailers and to the public. Some are now trained tailors, while others are skilled in producing good quality *gara*!

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

We are also working with the Freetown Women's Prison, where conditions for women are dire. Here, we have combined skills training and legal advocacy for women in the prison. In order to achieve this, we are partnering with a local advocacy NGO called AdvocAid, which provides legal representation for women in prison. Over seventy per cent of women in prison in Sierra Leone are there for loitering, and many are held in remand for years without access to justice. Twenty per cent of women are in prison for debt.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **SPORTS**



**Action for Sports in
Sierra Leone**

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



In our 2016/2017 annual report, we updated our partners about the actions we are taking to support sports in Sierra Leone. Last year alone, we delivered 200 sets of football kits and about 1000 footballs to community football teams, schools, and amateur groups across the country. This year we have continued with the work and have now included athletics in addition to supporting community and school football teams. Again, in this area of intervention, we are leading the way. This year we worked with the Eastern athletics team, where we provided new running shoes and vests to the team and helped to part-fund the January event at the national Stadium in Freetown.

This sixteen-year-old (seen here in her new green trainers) is the fastest 400-metres runner in Eastern Sierra Leone. We supported her team with new trainers and vests.

The key problem that athletics groups face in the country is the usual neglect from the state. Foreign aid funding that goes through the state for sports does not reach the very groups and people that it is meant to assist.

This year, we continued supporting professional, community and schools football clubs in the country. The resources we send out are from the English Premiere League, Championship, and lower leagues football clubs, and are given to us when the season ends. Most of the items are new, and come from clubs including Brighton & Hove, Arsenal, Manchester United, Liverpool, etc. Brighton & Hove have been very generous with new kits, which we have distributed to many teams in Sierra Leone.

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



Community and school football teams receiving new football kits.



Left: Two professional football players modelling the new kits for their football club – Allen Town Football Club, Freetown.

In Freetown alone, we have worked with twenty football clubs, excluding school football teams.

Below: Sorting sports items in our Kenema facility.



PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES: **WATER & SANITATION**



**Action for Water & Sanitation
in Sierra Leone**

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.



This year, we carried out preliminary assessments of a site where the proposed gravity water project for Manowa will be located. The site (Gbo-gbo-Joe) is located three-and-a-half miles up the hill from the town of Manowa, which has a population of about 6000 people. The site is protected by a reserved forest, and downstream by old cocoa and palm tree plantations.

In February this year, we had two UK engineers visiting the site and meeting with community leaders to discuss the project and to highlight expectations and challenges. The first step forward was to do a community baseline survey (which was undertaken by our staff in March this year) and to start community hygiene and sanitation awareness seminars with the people.

Manowa has a terrible record of child and maternal mortality. It also has one of the highest infection rates of waterborne diseases in the country. For example, our survey showed that between December 2017 and February 2018, 59 babies (0-5 years old) contracted diarrhoea. During the same period, 62 adults were affected by typhoid!



Left: UK volunteer nurses conducting a seminar on hygiene and sanitation.

Typhoid is caused by the bacterium *Salmonella* Typhi, also known as *Salmonella enterica* serotype Typhi, which grows in the intestines and blood. Typhoid is spread by eating or drinking food or water contaminated with the faeces of an infected person. This is very typical of the current water source of Manowa, where people

PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

collect water from a shallow spring at the base of the town. This is surrounded by forests where people go to relieve themselves. This is why a seminar was necessary as a prerequisite to educate the people about hygiene and sanitation.

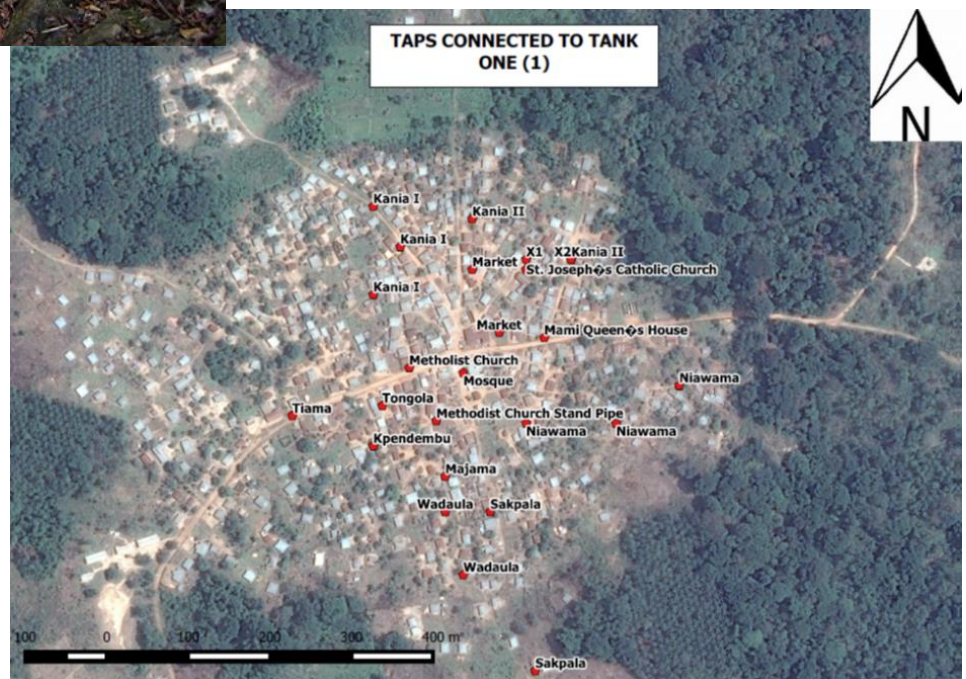
The project has three stages – 1) hygiene & sanitation seminars, 2) construction of ventilation-improved (VIP) latrines in all sections of the town, and 3) the damming and piping of the stream to provide safe drinking water to the community.

As part of stage 1 of the water project, a hygiene and sanitation seminar was conducted by UK medical volunteers (see photo above), using teaching methods and demonstrations to educate the community about waterborne diseases and hand washing. The seminar also included expectant and new mothers, who were taught how to care for newborns and young children in relation to water and food hygiene. The seminar was held at the town's small clinic.



As another part of the first stage of the project, preliminary surveys of water quality and the planned route of pipe-work were conducted by a Sierra Leone-based engineering NGO called EWB (Engineers Without Borders), with support from a UK team of engineers (seen on the left) who went to see the site.

The proposed project will have two water tanks, which will support the whole town. For example, Tank 1, which is shown here (photo on the right), will supply one section of the town, while Tank 2 will support the other. The town currently collects water from a small open spring at the foot of a forest.



PROGRAMME DIRECTOR'S REPORT & REVIEW OF ACTIVITIES CONT.

In addition to the sustainable clean drinking water and good sanitation facilities the project will



provide for the town, it will also contribute significantly to the preservation of the forests surrounding the stream. We

have asked the town's people to preserve the forests and all the plants they contain. In our



survey along the stream, we found rare plants that are of ecological importance – samples and photographs

were taken and sent to Kew Gardens in London, where experts helped to identify them. The red fruit shown in the photos above is *Ptychopetalum anceps*, and the red flower is *Heisteria parvifolia*. A variety of the *Ptychopetalum anceps* is also found in the Amazon. Without the water project, the people will definitely cut down the forests for timber and farming, which will destroy the plants. The preservation of the forests will make it an eco-tourism point that will bring in much-needed revenue to the community. It is a beautiful place to visit.

GOVERNANCE

Status and objects

Practical Tools Initiative is a charity and a company limited by guarantee. It is governed by its Memorandum & Articles of Association, which date from 2012. Practical Tools Initiative's formal objects are set out in 'Our Mission, Vision and Values' on page 7.

Governing body and structure

Practical Tools Initiative is managed by a committee. The committee members are the trustees of the charity. As of June 2018, there are four committee members. In addition, the charity has strategic operational advisers who have specialist knowledge in all the major areas that it covers in its work.

Practical Tools Initiative is rapidly evolving its structure to accommodate the increasing demands of its activities and the steady challenges that come with working at cross-national level. Emerging issues are dealt with at the organisation's regular monthly meetings, and it is in constant contact with its implementation and supporting partners. The committee regularly undertakes ad hoc working groups, for example on risk management.

Decision-making

The committee formally set out how it saw its role before it completed its registration as a charity, and it has subsequently periodically reviewed its position. The committee regularly monitors its performance and duties, and during the year it carries out a full review of its effectiveness as a charity, drawing on best practice in the voluntary and corporate sectors.

Practical Tools Initiative continues to see its prime function as ensuring the good governance of the charity, and to this end it focuses on matters of policy and general strategy, the approval of plans, the monitoring of progress with charitable projects, and financial control.

Operational responsibility is delegated to the Programme Director. The committee is assisted by the Chair, who advises on governance generally and also acts as Treasurer in monitoring financial activities on the charity's behalf.

GOVERNANCE CONT.

Trustees

Practical Tools Initiative has recently recruited a new trustee (committee member) to bring the number to four. This process to recruit a new trustee followed a well-established practice; carrying out a skills audit to identify the qualities sought in potential candidates. The trustees' working group manages the appointment process. It is the organisation's policy to provide the new trustee with structured induction that includes comprehensive documentation, individual briefings and the opportunity to meet supporters and volunteers.

Risk management

Practical Tools Initiative's approach to risk management is well-established and has been steadily refined. A Risks Register is maintained. The assessment of risks on the register is documented and rated in terms of the likelihood of occurrence and the potential impact. The whole situation is reviewed annually. The committee can confirm that the major risks to which the charity is exposed have been reviewed and systems have been established to mitigate those risks (for example, field officers working in challenging environments).

Reserves

The funding the organisation receives every year is project-based, and funds are expended according to project requirements.

Investments

We are not currently undertaking any investment activities.

Income & fundraising

Thanks to our partners and individual supporters, our total income and resources for the year was **£647,306.00**.

Charitable expenditure

The charity managed its expenditure thanks to its rigid set-up in support of projects. The committee, volunteers and private supporters also contributed considerably. It would have

GOVERNANCE CONT.

been impossible to deliver the projects without the individual support the charity received. The total charitable expenditure for the year was **£628,851.00**.

The breakdown of spending is set out below, and details of projects themselves are in the Programme Director's report.

Our policy continues to be to give priority to maintaining support for core projects and, where we can, to achieve a continuing, steady increase in spending our income and resources to uphold project aims, subject to available funding.

FINANCIAL REVIEW

WE THANK ALL OUR SUPPORTERS & PARTNERS

The Peter Stebbings Memorial Charity
 The SMB Charitable Trust
 The Persula Foundation
 The Souter Charitable Trust
 The HDH Wills 1965 Charitable Trust
 Education & General Charitable Trust
 Hythe Cornerstone United Reformed Church
 The Fulmer Charitable Trust
 Evan Cornish Foundation
 CED
 The Rozelle Trust
 The Grace Trust
 W F Southall Trust
 The Allan & Nesta Ferguson Charitable Settlement
 Hythe Cornerstone United Reformed church
 The Bower Trust
 The Pat Newman Trust
 The Ian Askew Charitable Trust
 Eleanor Rathbone Charitable Trust
 St Julian Charitable Trust
 The Fulmer Charitable Trust
 Mr & Mrs Anderson
 PUBLISHIP LOGISTICS INC, USA
 Book Aid International
 Tools With a Mission
 PhysioNet
 Anonymous donors

Please see attached Accounts & Financial Statements

REGISTERED COMPANY NUMBER: 08249953 (England and Wales)
REGISTERED CHARITY NUMBER: 1152292

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2018
for

Practical Tools Initiative Limited

Harvine Consultants Ltd
Square Root Business Centre
102 - 116 Windmill Road
Croydon
Surrey
CR0 2XQ

Practical Tools Initiative Limited

Contents of the Financial Statements
for the Year Ended 31 July 2018

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Cash Flow Statement	5
Notes to the Cash Flow Statement	6
Notes to the Financial Statements	7 to 10
Detailed Statement of Financial Activities	11

Report of the Trustees
for the Year Ended 31 July 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

STRATEGIC REPORT
STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08249953 (England and Wales)

Registered Charity number

1152292

Registered office

18 Russell Place
Fareham
Hampshire
PO16 7FH

Trustees

J Fallah-william

Ms W C Moigboi

M B Ephraim

Mrs F Alpha

International

Development

Medical Researcher - resigned 2.6.18

Chair

Registered General - appointed 2.6.18

Nurse

Company Secretary

Mrs A N Brimah

Independent examiner

Harold Adjei

FCCA

Harvine Consultants Ltd

Square Root Business Centre

102 - 116 Windmill Road

Croydon

Surrey

CR0 2XQ

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ^{Sep 22, 2018}..... and signed on the board's behalf by:

Richard E. Ngwa

.....
M B Ephraim - Trustee

Independent examiner's report to the trustees of Practical Tools Initiative Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Harvine Consultants Ltd
Harvine Consultants Ltd (Sep 22, 2018)

Harold Adjei
FCCA
Harvine Consultants Ltd
Square Root Business Centre
102 - 116 Windmill Road
Croydon
Surrey
CR0 2XQ

Sep 22, 2018
Date:

Practical Tools Initiative Limited

Statement of Financial Activities
for the Year Ended 31 July 2018

	Notes	Unrestricted fund £	Restricted funds £	31.7.18 Total funds £	31.7.17 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	17,300	630,000	647,300	241,113
Investment income	3	6	-	6	4
Total		17,306	630,000	647,306	241,117
EXPENDITURE ON					
Raising funds	4	21,851	607,000	628,851	239,256
NET INCOME/(EXPENDITURE)		(4,545)	23,000	18,455	1,861
Other recognised gains/(losses)					
Gains/(losses) on revaluation of fixed assets		-	-	-	1,799
Net movement in funds		(4,545)	23,000	18,455	3,660
RECONCILIATION OF FUNDS					
Total funds brought forward		9,006	-	9,006	5,346
TOTAL FUNDS CARRIED FORWARD		4,461	23,000	27,461	9,006

The notes form part of these financial statements

Practical Tools Initiative Limited

Balance Sheet

At 31 July 2018

	Notes	Unrestricted fund £	Restricted funds £	31.7.18 Total funds £	31.7.17 Total funds £
CURRENT ASSETS					
Stocks	8	-	23,000	23,000	-
Cash at bank	9	4,821	-	4,821	9,306
		<u>4,821</u>	<u>23,000</u>	<u>27,821</u>	<u>9,306</u>
CREDITORS					
Amounts falling due within one year	10	(360)	-	(360)	(300)
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
NET CURRENT ASSETS					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
NET ASSETS					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
FUNDS					
	11				
Unrestricted funds				4,461	9,006
Restricted funds				23,000	-
TOTAL FUNDS					
				<u>27,461</u>	<u>9,006</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees on Sep 22, 2018 and were signed on its behalf by:

Bockarie E. Musa
Bockarie E. Musa (Sep 22, 2018)
.....
M B Ephraim -Trustee

The notes form part of these financial statements

Practical Tools Initiative Limited

Cash Flow Statement

for the Year Ended 31 July 2018

	Notes	31.7.18 £	31.7.17 £
Cash flows from operating activities:			
Cash generated from operations	1	(4,491)	1,807
		-	1,799
		<u> </u>	<u> </u>
Net cash provided by (used in) operating activities		<u>(4,491)</u>	<u>3,606</u>
 Cash flows from investing activities:			
Interest received		6	4
		<u> </u>	<u> </u>
Net cash provided by (used in) investing activities		<u>6</u>	<u>4</u>
		<u> </u>	<u> </u>
 Change in cash and cash equivalents in the reporting period		<u>(4,485)</u>	<u>3,610</u>
Cash and cash equivalents at the beginning of the reporting period		<u>9,306</u>	<u>5,696</u>
 Cash and cash equivalents at the end of the reporting period		<u><u>4,821</u></u>	<u><u>9,306</u></u>

The notes form part of these financial statements

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.7.18	31.7.17
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	18,455	1,861
Adjustments for:		
Interest received	(6)	(4)
Increase in stocks	(23,000)	-
Increase/(decrease) in creditors	60	(50)
	<u> </u>	<u> </u>
Net cash provided by (used in) operating activities	<u><u>(4,491)</u></u>	<u><u>1,807</u></u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	31.7.18	31.7.17
	£	£
Donations	647,300	241,113
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	31.7.18	31.7.17
	£	£
Deposit account interest	6	4
	<u> </u>	<u> </u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2018

4. RAISING FUNDS

Raising donations and legacies

	31.7.18	31.7.17
	£	£
Support costs	628,851	239,256
	<u>628,851</u>	<u>239,256</u>

5. SUPPORT COSTS

	Other
	£
Raising donations and legacies	628,851
	<u>628,851</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2018 nor for the year ended 31 July 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2018 nor for the year ended 31 July 2017.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	143,043	98,070	241,113
Investment income	4	-	4
Total	<u>143,047</u>	<u>98,070</u>	<u>241,117</u>
EXPENDITURE ON			
Raising funds	141,572	97,684	239,256
Total	<u>141,572</u>	<u>97,684</u>	<u>239,256</u>
NET INCOME/(EXPENDITURE)	<u>1,475</u>	<u>386</u>	<u>1,861</u>
Other recognised gains/(losses)			
Gains/(losses) on revaluation of fixed assets	2,185	(386)	1,799
Net movement in funds	<u>3,660</u>	<u>-</u>	<u>3,660</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>5,346</u>	<u>-</u>	<u>5,346</u>
TOTAL FUNDS CARRIED FORWARD	<u>9,006</u>	<u>-</u>	<u>9,006</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2018

8. STOCKS

	31.7.18 £	31.7.17 £
Donated goods	23,000	-

9. CASH AT BANK

	General fund £	31.7.18 Total funds £	31.7.17 Total funds £
Bank account no. 1	4,821	4,821	9,306

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.7.18 £	31.7.17 £
Accrued expenses	360	300

11. MOVEMENT IN FUNDS

	At 1.8.17 £	Net movement in funds £	At 31.7.18 £
Unrestricted funds			
General fund	9,006	(4,545)	4,461
Restricted funds			
Goods	-	23,000	23,000
TOTAL FUNDS	9,006	18,455	27,461

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	17,306	(21,851)	(4,545)
Restricted funds			
Goods	630,000	(607,000)	23,000
TOTAL FUNDS	647,306	(628,851)	18,455

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.8.16 £	Net movement in funds £	At 31.7.17 £
Unrestricted Funds			
General fund	5,346	3,660	9,006
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>5,346</u>	<u>3,660</u>	<u>9,006</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	143,047	(141,572)	2,185	3,660
Restricted funds				
Restricted	98,070	(97,684)	(386)	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>241,117</u>	<u>(239,256)</u>	<u>1,799</u>	<u>3,660</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2018.

Practical Tools Initiative Limited

Detailed Statement of Financial Activities
for the Year Ended 31 July 2018

	31.7.18 £	31.7.17 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	647,300	241,113
Investment income		
Deposit account interest	6	4
Total incoming resources	647,306	241,117
EXPENDITURE		
Support costs		
Other		
Unrestricted payments	21,851	141,572
Restricted expenditure	607,000	97,684
	628,851	239,256
Total resources expended	628,851	239,256
Net income	18,455	1,861











PTOOLSIN-Charities report - 18.1-CHA-MASTER-20180921.PDF

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REGISTERED COMPANY NUMBER: 08249953 (England and Wales)
REGISTERED CHARITY NUMBER: 1152292

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2018
for

Practical Tools Initiative Limited

Harvine Consultants Ltd
Square Root Business Centre
102 - 116 Windmill Road
Croydon
Surrey
CR0 2XQ

Practical Tools Initiative Limited

Contents of the Financial Statements
for the Year Ended 31 July 2018

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Cash Flow Statement	5
Notes to the Cash Flow Statement	6
Notes to the Financial Statements	7 to 10
Detailed Statement of Financial Activities	11

Report of the Trustees
for the Year Ended 31 July 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

STRATEGIC REPORT
STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08249953 (England and Wales)

Registered Charity number

1152292

Registered office

18 Russell Place
Fareham
Hampshire
PO16 7FH

Trustees

J Fallah-william

Ms W C Moigboi

M B Ephraim

Mrs F Alpha

International

Development

Medical Researcher - resigned 2.6.18

Chair

Registered General - appointed 2.6.18

Nurse

Company Secretary

Mrs A N Brimah

Independent examiner

Harold Adjei

FCCA

Harvine Consultants Ltd

Square Root Business Centre

102 - 116 Windmill Road

Croydon

Surrey

CR0 2XQ

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ^{Sep 22, 2018}..... and signed on the board's behalf by:

Richard E. Ngwa

.....
M B Ephraim - Trustee

Independent examiner's report to the trustees of Practical Tools Initiative Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Harvine Consultants Ltd
Harvine Consultants Ltd (Sep 22, 2018)

Harold Adjei
FCCA
Harvine Consultants Ltd
Square Root Business Centre
102 - 116 Windmill Road
Croydon
Surrey
CR0 2XQ

Sep 22, 2018
Date:

Practical Tools Initiative Limited

Statement of Financial Activities
for the Year Ended 31 July 2018

	Notes	Unrestricted fund £	Restricted funds £	31.7.18 Total funds £	31.7.17 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	17,300	630,000	647,300	241,113
Investment income	3	6	-	6	4
Total		17,306	630,000	647,306	241,117
 EXPENDITURE ON					
Raising funds	4	21,851	607,000	628,851	239,256
NET INCOME/(EXPENDITURE)		(4,545)	23,000	18,455	1,861
 Other recognised gains/(losses)					
Gains/(losses) on revaluation of fixed assets		-	-	-	1,799
Net movement in funds		(4,545)	23,000	18,455	3,660
 RECONCILIATION OF FUNDS					
Total funds brought forward		9,006	-	9,006	5,346
 TOTAL FUNDS CARRIED FORWARD		4,461	23,000	27,461	9,006

The notes form part of these financial statements

Practical Tools Initiative Limited

Balance Sheet

At 31 July 2018

	Notes	Unrestricted fund £	Restricted funds £	31.7.18 Total funds £	31.7.17 Total funds £
CURRENT ASSETS					
Stocks	8	-	23,000	23,000	-
Cash at bank	9	4,821	-	4,821	9,306
		<u>4,821</u>	<u>23,000</u>	<u>27,821</u>	<u>9,306</u>
CREDITORS					
Amounts falling due within one year	10	(360)	-	(360)	(300)
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
NET CURRENT ASSETS					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
NET ASSETS					
		<u>4,461</u>	<u>23,000</u>	<u>27,461</u>	<u>9,006</u>
FUNDS					
	11				
Unrestricted funds				4,461	9,006
Restricted funds				23,000	-
TOTAL FUNDS					
				<u>27,461</u>	<u>9,006</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees on Sep 22, 2018 and were signed on its behalf by:

Bockarie E. Musa
Bockarie E. Musa (Sep 22, 2018)
.....
M B Ephraim -Trustee

The notes form part of these financial statements

Practical Tools Initiative Limited

Cash Flow Statement
for the Year Ended 31 July 2018

	Notes	31.7.18 £	31.7.17 £
Cash flows from operating activities:			
Cash generated from operations	1	(4,491)	1,807
		-	1,799
		<u> </u>	<u> </u>
Net cash provided by (used in) operating activities		<u>(4,491)</u>	<u>3,606</u>
 Cash flows from investing activities:			
Interest received		6	4
		<u> </u>	<u> </u>
Net cash provided by (used in) investing activities		<u>6</u>	<u>4</u>
		<u> </u>	<u> </u>
 Change in cash and cash equivalents in the reporting period		<u>(4,485)</u>	<u>3,610</u>
Cash and cash equivalents at the beginning of the reporting period		<u>9,306</u>	<u>5,696</u>
 Cash and cash equivalents at the end of the reporting period		<u><u>4,821</u></u>	<u><u>9,306</u></u>

The notes form part of these financial statements

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.7.18	31.7.17
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	18,455	1,861
Adjustments for:		
Interest received	(6)	(4)
Increase in stocks	(23,000)	-
Increase/(decrease) in creditors	60	(50)
	<u> </u>	<u> </u>
Net cash provided by (used in) operating activities	<u><u>(4,491)</u></u>	<u><u>1,807</u></u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	31.7.18	31.7.17
	£	£
Donations	647,300	241,113
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	31.7.18	31.7.17
	£	£
Deposit account interest	6	4
	<u> </u>	<u> </u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2018

4. RAISING FUNDS

Raising donations and legacies

	31.7.18	31.7.17
	£	£
Support costs	628,851	239,256
	<u>628,851</u>	<u>239,256</u>

5. SUPPORT COSTS

	Other
	£
Raising donations and legacies	628,851
	<u>628,851</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2018 nor for the year ended 31 July 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2018 nor for the year ended 31 July 2017.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	143,043	98,070	241,113
Investment income	4	-	4
Total	<u>143,047</u>	<u>98,070</u>	<u>241,117</u>
EXPENDITURE ON			
Raising funds	141,572	97,684	239,256
Total	<u>141,572</u>	<u>97,684</u>	<u>239,256</u>
NET INCOME/(EXPENDITURE)	<u>1,475</u>	<u>386</u>	<u>1,861</u>
Other recognised gains/(losses)			
Gains/(losses) on revaluation of fixed assets	2,185	(386)	1,799
Net movement in funds	<u>3,660</u>	<u>-</u>	<u>3,660</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>5,346</u>	<u>-</u>	<u>5,346</u>
TOTAL FUNDS CARRIED FORWARD	<u>9,006</u>	<u>-</u>	<u>9,006</u>

Notes to the Financial Statements - continued
for the Year Ended 31 July 2018

8. STOCKS

	31.7.18 £	31.7.17 £
Donated goods	23,000	-

9. CASH AT BANK

	General fund £	31.7.18 Total funds £	31.7.17 Total funds £
Bank account no. 1	4,821	4,821	9,306

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.7.18 £	31.7.17 £
Accrued expenses	360	300

11. MOVEMENT IN FUNDS

	At 1.8.17 £	Net movement in funds £	At 31.7.18 £
Unrestricted funds			
General fund	9,006	(4,545)	4,461
Restricted funds			
Goods	-	23,000	23,000
TOTAL FUNDS	9,006	18,455	27,461

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	17,306	(21,851)	(4,545)
Restricted funds			
Goods	630,000	(607,000)	23,000
TOTAL FUNDS	647,306	(628,851)	18,455

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.8.16 £	Net movement in funds £	At 31.7.17 £
Unrestricted Funds			
General fund	5,346	3,660	9,006
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>5,346</u>	<u>3,660</u>	<u>9,006</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	143,047	(141,572)	2,185	3,660
Restricted funds				
Restricted	98,070	(97,684)	(386)	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>241,117</u>	<u>(239,256)</u>	<u>1,799</u>	<u>3,660</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2018.

Practical Tools Initiative Limited

Detailed Statement of Financial Activities
for the Year Ended 31 July 2018

	31.7.18 £	31.7.17 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	647,300	241,113
Investment income		
Deposit account interest	6	4
Total incoming resources	647,306	241,117
EXPENDITURE		
Support costs		
Other		
Unrestricted payments	21,851	141,572
Restricted expenditure	607,000	97,684
	628,851	239,256
Total resources expended	628,851	239,256
Net income	18,455	1,861











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