

# SERVICES TO NGOs



**Nexia  
Tanzania**

**Pre-Audit of expenditure prior to fund release  
Monthly expenditure verification  
Accounting Software and Training  
Monthly Accounting Review  
Independent Review  
Internal Control Checks  
Fund Management Services  
Fixed Asset Register  
Fraud Resilience  
Procurement Audit  
Payroll Services  
Forensic Audit Services**

**Easing the burden for you and your operations**



## Pre-audit and Monthly Verification of Expenditure

For a long time, Donor agencies expect monitoring and review to be done mainly by external experts as they are expected to be independent and objective and NGOs, have for many years appreciated the value of M&R done by the external experts. It is more immediate and facilitates learning processes and brings in "a different perspective".

Many Donor agencies request Pre-audit of expenditure verification **prior** to release of additional funds to ensure that the funds are used for intended purposes. This enables monitoring of Projects as well as promotes accountability of the funds disbursed on the part of the NGO.

We also perform Monthly Verification of Expenditure for funds that have already been disbursed to provide continuance assurance that these funds are used appropriately.

Independent review of the financial reports performed by Nexia Tanzania will add credibility to reports provided by NGO and provide confidence to the Donor.

We perform Internal Control Checks and report on whether the sound internal controls are in place and are operating as they should.

### Accounting Software and Training

We can ensure that your organization is using the most appropriate accounting software. If you are frustrated with your existing system, or wish to implement a new or enhanced system, Nexia Tanzania can give you objective advice on the best choices. Often, we find that existing software is perfectly adequate with just a few improvements required.

We also provide **Monthly review of the Accounting records** to ensure that all transactions are correctly posted in the right account code and that only valid transactions are posted.

## COUNTER FRAUD SERVICES

NEXIA offers a comprehensive range of professional forensic services including detection, investigation and sanctioning of fraud, we also offer specialist Counter Fraud Services which focus on fraud as a business cost.

We help clients to accurately measure the scale of their losses, to reduce them and thereby to deliver significant financial benefits.

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## PROCUREMENT AUDIT

Procurement is responsible for securing the resources needed by the company and spending the company's capital with integrity. An audit reviews the procurement process to reduce fraud and offer suggestions for improvement.





1. Pre-Audit of expenditure prior to fund release
2. Monthly expenditure verification
3. Accounting Software and Training
4. Monthly Accounting Review
5. Independent Review
6. Internal Control Checks
7. Fund Management Services
8. Fixed Asset Register
9. Fraud Resilience
10. Procurement Audit
11. Payroll Services
12. Forensic Audit



### **Fund Management and Administration**

We support a range of structures, asset classes and fund sizes. We deliver high quality reporting that can be created to suit your needs and requirements, adopting International, UK or US accounting standards as necessary. Our audit background provides in-depth experience and understanding of both administration and accounting issues enabling us to provide our services with a focus on problem solving.

Our team is comprised of a high standard of fully qualified professionals with extensive administration, accounting and regulatory compliance experience across varied asset classes, in addition to an in-house legal advisor. As part of our wider accountancy network we also have access to tax, audit and risk and recovery specialists.

We prepare and maintain **Electronic Fixed Asset Register** which provides all necessary details required to control and manage assets and their safe custody.

Our **Payroll** Consultants will help you negotiate a highly complex area of law that has strict penalties for failure to comply. We take care of all the forms and paperwork, organising our schedule to meet your timescales and ensuring that deadlines are met.

### **Tax Solutions for not-for-profit organisations**

We work with over 100 NGOs and most International donor agencies so we understand the unique issues from your perspective. Minimising your tax costs, particularly VAT and employee taxes, and ensuring that your fund-raising and operational arrangements are robust and efficient will help enhance the impact that your organisation can make. We offer all the services you need to support your compliance routines and can help you create tax-efficient structures for specific events such as property transactions.

Nexia Tanzania also provides a wide range of tax consultancy services to national governments, public sector organisations, international institutions, local authorities, health and educational public bodies.



**Nexia Tanzania is a Member firm of Nexia International, which is a worldwide network of independent accounting and consulting firms with more than 667 offices in over 120+ countries. The network is now the 9th largest global accounting network, as measured by fee income.**

**Wherever you do business, we can offer you local expertise backed up by the resources of an International firm.**

Nexia is one of the leading firms of accountants and business advisers and specialises in advising the management of developing private and public businesses.

We pride ourselves on creating and sustaining supportive relationships where objective and timely advice enables our clients to thrive and develop.

Our clients benefit from an integrated approach based on understanding the key issues facing small and medium-sized businesses. This enables us to meet their needs at each stage of development and allows them to focus on building the value of their businesses.

The principal services we provide include Audit and Assurance; Tax Compliance and Tax Audits and Investigations; Transfer pricing; Fraud investigations; IT Audit and IS Audit; Financial and Tax Due diligence; Risk and Cyber Security Management Systems Awareness and Training; and Business Continuity and Disaster Recovery Planning.

We have particular expertise in the following sectors:

1. NGO and Donor funded projects
2. Mining & resources
3. Banks and Financial Institutions
4. Manufacturing and Construction

## We are on the Approved List of Auditors of:

- NBAA – National Board of Accountants and Auditors in Tanzania (Reg No.: PF266)
- BOT - Bank of Tanzania
- TIRA – Tanzania Insurance Regulatory Authority
- National Audit Office of Tanzania (CAG)
- USAID – U.S Agency for International Development – REGULAR STATUS
- EU – European Union
- SIDA – Swedish International Development Cooperation
- World Bank
- DFID
- African Development Bank (AfDB)
- Norwegian Aid
- BFDW/BROT /Bread for the World



## Totally approachable and always focused

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