



CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

# ANNUAL REPORT 2013



*MS ISO 9001 : 2008 certified*

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## **VISION & MISSION STATEMENTS**

### ***OUR VISION:***

“TO BE AMONG THE BEST PERFORMING  
CUSTOMER ORIENTED ORGANISATIONS  
IN THE FINANCIAL SECTOR ”

### ***OUR MISSION:***

WE MANAGE A PROTECTION SCHEME  
THAT ENHANCES THE QUALITY OF LIFE  
OF OUR CUSTOMERS.

THROUGH OUR SHARED COMMITMENT TO THOSE WE SERVE  
WE SHALL DELIVER THE HIGHEST QUALITY SERVICE  
AND PERFORMANCE

WE RECOGNISE THE DEDICATION OF OUR PEOPLE  
WHO ARE PROUD AND EAGER TO WORK HERE.

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

23 September 2014

The Honourable Vice Prime Minister, Minister of Finance

and Economic Development

Ministry of Finance and Economic Development

Government Centre

Port Louis

Dear Sir,

In accordance with Section 9 (1) of the Statutory Bodies (Accounts and Audit) Act 1972, I have the honour to submit the Annual Report of the Civil Service Family Protection Scheme Board for the Financial Year ended 31 December 2013.

Yours Faithfully



C. Meetun

General Manager

## **CORPORATE INFORMATION**

### **Registered Office:**

Civil Service Family Protection Scheme Board

2<sup>nd</sup> Floor, Mutual Aid Building

5, Guy Rozemont Square

Port Louis

Tel: (230) 212 1781/210 1032 /210 3503

Fax: (230) 212 5984

Website:<http://csfpsb.gov.mu>

E-mail:[csfpsmru@orange.mu](mailto:csfpsmru@orange.mu)

### **Outstation:**

Rodrigues Sub Office

GSEA Building

Camp Du Roi

Rodrigues

Tel:(230) 831 0912

### **Auditors:**

National Audit Office

Level 14

Air Mauritius Centre

Port Louis

### **Legal Adviser:**

The Solicitor General

Attorney General's Office

Port Louis

## **CORPORATE INFORMATION**

### ***Historical background***

Protection Schemes in favour of public officers have been in legal existence since as far back as in 1886. The Mauritius Civil Service Widows' and Orphans' Fund Association was, in fact, formed by a group of civil servants on 1st April 1882 but was given legal recognition by Ordinance No. 2 of 1886 and it became known as the Widows' & Orphans' Pension Fund.

On 1st July 1969 the Widows' and Children's Pension Scheme came into operation under Act No. 16 of 1969 which superseded the Widows' and Orphans' Pension Fund.

On 1st July 1993, with the enactment of the Widow's and Children's Pension Scheme (Amendment) Act No. 28 of 1993, the Scheme was renamed the Civil Service Family Protection Scheme. This enactment was a landmark in the history of protection scheme to civil servants in that it allowed, for the first time, the participation of female officers. The Act made it mandatory for female officers to contribute to the Scheme. Following the amendment to the CSFPS Act by the Finance (Miscellaneous Provisions) Act 2012, only public officers appointed before 1 January 2013 contribute to the Civil Service Family Protection Scheme.

As at 31 December 2013, the Scheme reckoned some 51,406 contributors.

The number of beneficiaries receiving a pension under the Scheme and Fund as at 31 December 2013 was 17,147

### ***Organisational Set-up***

The activities of the CSFPSB are organized under three sections, viz. Finance, Control, and IT. together with a few supporting staff. The number of posts on the Establishment of the Board and the organization chart are as follows:

## POSTS ON ESTABLISHMENT ( 34 )

GENERAL MANAGER (1)

ASSISTANT GENERAL MANAGER (1)

PRINCIPAL FINANCIAL OPERATIONS OFFICER (2)

SENIOR FINANCIAL OPERATIONS OFFICER (3)

SYSTEMS ADMINISTRATOR (1)

CONFIDENTIAL SECRETARY (1)

SYSTEMS SUPERVISOR (2)

FINANCIAL OPERATIONS OFFICER (3)

ACCOUNTS CLERK/SENIOR ACCOUNTS CLERK (12)

ACCOUNTS CLERK/SENIOR ACCOUNTS CLERK (Rodrigues) (1)

EXECUTIVE OFFICER (1)

CLERICAL OFFICER/HIGHER CLERICAL OFFICER (1)

CLERK (Rodrigues) (1)

RECEPTIONIST/TELEPHONE OPERATOR (1)

SENIOR/HEAD OFFICE ATTENDANT (1)

OFFICE ATTENDANT (2)



## **Finance**

The total revenue collected ( i.e. FPS Contributions from public officers and employees who have opted to continue to contribute to the Scheme) are credited directly to the Consolidated Fund. On the other hand, all expenses (pensions, refund of contribution and administrative expenses incurred by the Board) are paid out of the Consolidated Fund.

## **Administration**

### **Chief Executive**

Mr Chandrasen Meetun, the General Manager is the Chief Executive of the Civil Service Family Protection Scheme Board. He is a Fellow of the Association of Chartered Certified Accountants (FCCA) and holder of an MBA. He joined the National Audit Office as Trainee Examiner of Accounts in 1994 and was appointed as auditor in 1998 .He joined the Civil Service Family Protection Scheme Board as Assistant General Manager in 2002. He was appointed as Acting General Manager since 2004 before assuming his current post in 2008.

### **Senior Management Team**

1. **P.Kistomohun:** Fellow of the Association of Chartered Certified Accountants and holder of an MBA, he is currently the Assistant General Manager of the Civil Service Family Protection Scheme Board. He started as a secondary school teacher at the Thanacody College in 1978 before joining the National Audit Office in 1987 as Trainee Examiner of Accounts. He then joined the Mahatma Gandhi Institute as Senior Accounts Officer in 1992 and was appointed as internal auditor in 2003. He left MGI in 2009 before assuming his current post.

2. **T. Sewock:** Joined the Civil Service Family Protection Scheme Board in 1973 as Clerk. He has since served the Office in various capacities. Over the years he progressed to appointment as Principal Financial Operations Officer (Finance Section) in 2004.

3. **L.G.Antoine:** Joined the Civil Service Family Protection Scheme Board as Accounts Clerks in 1977. He has since served the Office in various capacities. Over the years he progressed to appointment as Principal Financial Operations Officer (Control Section) in 2012.

4. **S.Cowlessur:** Holder of a Degree in Computer Science, he completed his ACCA in 2009. He is currently the Systems Administrator of the Civil Service Family Protection Scheme Board. Joined the Civil Service Family Protection Scheme Board in 1995 as Clerical Officer. He was appointed to his current post in 2004.

### **ACTIVITIES**

The core business of the Civil Service Family Protection Scheme Board is payment of pension and refund of contribution and its principal activities are as follows:-

- Reconciling contributors' returns with Treasury Figures.
- Updating contributors' records.
- Receiving applications for payment of pensions and or refund of contributions.
- Recording civil status documents, affidavits and other relevant documents.
- Processing of Pension, Accrued Pension and Refund of Contribution.
- Payment of Pension and Refund of contribution.

### **Major Achievements for 2013**

The primary aim of the Civil Service Family Protection Scheme Board is to provide a quality service to its 51,406 contributors and 17,147 pensioners. The CSFPS Board is the first public sector organization to be certified against ISO 9001:2000 by the Mauritius Standard Bureau. The certification was obtained in July 2002 and in its attempt to continuously improve its service delivery, the Board has been successful in having its certificate renewed and updated to ISO 9001:2008 without a break up to now. During the year 2013:

- 762 applications for new pension and 553 applications for refund of contributions were processed and paid.
- The current computerized system which was more than 14 years old has been upgraded, thus allowing the Board:
  - ✓ to continue the timely processing and payment of surviving spouse's pension and refund of contribution;
  - ✓ to follow up cases of unclaimed pension; and
  - ✓ the monitoring of contribution receivable in a more effective manner

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

- The CSO list of Deceased persons which was previously processed manually has now been computerized, thus ensuring timely cessation of payment of surviving spouse's pension in case of death of a pensioner or remarriage of a widow or widower.
- A greater number of current and past contributors have been sensitized about the benefits of the Civil Service Family Protection Scheme. A Brief on the Scheme was prepared and same was posted by CISD to all public officers having a "mail.gov.mu" address. Besides, in collaboration with the Accountant General's Division, the Brief was sent to some 25,000 past contributors who were drawing a monthly retiring pension. This has resulted in previously unclaimed new pension and refund of contribution to be made in 2013.
- The Website of the CSFPSB has been updated.
- More and more customers, both local and overseas are now interacting with the Board through email facilities.

### 3. Statement of Compliance

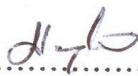
We, the Board members of Civil Service Family Protection Scheme Board(CSFPSB), confirm that to the best of our knowledge that CSFPSB has not complied with the hereunder sections of the Code of Corporate Governance for Mauritius ("Code"), and reasons for the non-compliance are given hereunder:

Section 2.2.6 – The proposal that Directors of State –owned enterprises should be appointed for a two to three year term. The Board members are appointed as per section 5 of the CSFPS Act 1969. We have been informed by the Parent Ministry that pending the reconstitution of a new Board, the current Chairman and members of the Board can legally continue to hold office as is provided by Section 31(3) of the Interpretation & General Clauses Act.

Section 2.3.2- The preparation of a "Corporate Objectives Statement(COS)". Presently the Board has not prepared a COS given the small size of the organisation and among which, some elements such as vision, mission, core business etc are already included in the Annual Report.

Section 2.10 - Board's and Directors' Appraisal - Presently the CSFPSB does not carry out a formal Board and Directors' appraisal. No such appraisal took place for the period under review because of lack of in house expertise in the process.

Section 3. - The Audit and Corporate Governance Committee - Given the small size of the organization, the Board does not comply with this recommendation of the Code. At the moment, the CFFPSB does not find the need to have a separate audit committee and a Corporate Governance Committee.

  
.....

J.Valaythen ( Chairperson)

## **4. The Corporate Governance Report**

The Board

Composition of the Board

Sub Committees

Board Attendance &

Remuneration of Committee Members

Auditor's Remuneration

Code of Ethics

Financial Report & Internal Control

Directors' Profile

Statement of Director's Responsibilities

## 4. The Corporate Governance Report

### 4.1. The Board

The Scheme is administered and controlled by a Board known as the Civil Service Family Protection Scheme Board.

The General Manager acts as Secretary to the Board. All policy decisions are taken by the Board and implemented by the General Manager.

### 4.2. Composition of the Board

The Board is constituted of the following members as per section 5 of the CSFPS Act 1969:

Chairperson	... Mr J. VALAYTHEN	- Accountant General
Vice Chairperson	... Mr N.O.JANKEE	- Director, Financial Operations M/Finance & Economic Development
Members	*Mrs P.BEEHARRY	-Director, HRM, Ministry of Civil Service and Administrative Reforms
	... Mrs A.D.POREEMA	- Assistant Secretary, Ministry of Gender Equality, Child Development & Family Welfare
	... Mr P. KUTHY	- Representative, Federation of Civil Service Unions
	Mr M.I.AMIRAN	- Representative, State Employees Federation
	Mr H. HOSANEE	- Ex- Secretary, Ombudsman office, now pensioner
	... Mr N. MANTOUR	- Ex- Head Purchasing & Supply Cadre, now pensioner
	... Mr M.A.ZEADALLY	- Ex- PAS, now pensioner

### 4.3. Subcommittees

To enable the Board to give closer attention to important issues facing the organisation, two subcommittees have been set up. As required by the Code of Good Governance, the chairperson is not a member of the said committees. The 2 subcommittees of the Board are the Finance and Staff Committees. They are constituted as follows:

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**(i) Finance Committee**

Mr. N.O.Janke (Chairperson)

Mr. P. Kuthy

Mr. N.R. Mantour

Mr. H. Hosanee

**(ii) Staff Committee**

Mr. M.A. Zeadally(Chairperson)

Mrs. A.D. Poreema

Mr. M.I. Amiran

\* Mrs P Beeharry (retired from service as from 30 January 2013)

**4.4. Board Attendance & Remuneration of Committee Members**

The fees paid to the Chairperson and other members of the Board and Sub Committees are as per the recommendation of the 2013 PRB Report. For the year ended 31 December 2013, the number of times the Board and the Sub Committees met and the total fees paid to the Chairperson and other members are as follows:

SN	Name	Board	Fees(Rs)	Finance Ctee	Fees(Rs)	Staff Ctee	Fees(Rs)
1.	Mr J. VALAYTHEN	12/12	338,400	*N/A	*N/A	N/A	N/A
2.	Mr N.O.JANKEE	9/12	10,455	1/1	1,360	N/A	N/A
3.	Mr P. KUTHY	10/12	9,765	1/1	835	N/A	N/A
4.	Mr N. MANTOUR	12/12	12,595	1/1	995	2/3	1,990
5.	Mr H. HOSANEE	11/12	11,525	1/1	995	N/A	N/A
6.	MRS P. BEEHARRY	1/12	1,895	N/A	N/A	N/A	
7.	Mrs A.D.POREEMA	11/12	11,525	N/A	N/A	2/3	1,990
8.	Mr M.I.AMIRAN	12/12	12,595	N/A	N/A	3/3	2,985
9.	Mr M.A.ZEADALLY	12/12	12,595	N/A	N/A	3/3	4,080

\*N/A means Not Applicable

#### **4.5. Auditor's Remuneration**

As per Section 11 of the Civil Service Family Protection Scheme Act, the annual reports of the Board are audited by the Director of Audit. The annual audit fees payable to the National Audit Office for the year ended 31 December 2013 is Rs 40,000.

#### **4.6. Code of Ethics**

The CSFPSB has adopted the Code of Ethics issued by the Ministry of Civil Service And Administrative Reforms. Staff and members of the Board are required to adhere to the Code of Ethics to promote ethical behavior such as objectivity, fairness, professionalism and confidentiality.

#### **4.7 Financial Report and Internal Controls**

##### ***(i) Annual Reporting***

The Board has consistently discharged its statutory obligation to prepare and submit its financial statements every year both to the National Audit Office and to the National Assembly.

##### ***(ii) Internal Controls, Audit Committee and Corporate Governance Committee***

In the absence of its own Accounting Manual, the Board complies with the requirements of the Financial Management Manual. The Control Section ensures that the provisions of the Civil Service Family Protection Scheme Act and other financial procedures are adhered to.

Given the small size of the organization, the internal control procedure is built into the operating system. At the moment, the CFFPSB does not find the need to have a separate audit committee and a Corporate Governance Committee. The Chief Executive Officer oversees all the day-to-day activities of the Board.

The Board considers the auditor's management letter and addresses any queries contained therein.

**(iii) Risk Management**

The following strategic risks have been identified:

- Physical: Risk of Fire;
- Operational:(i)Payment of a pension to a non eligible person;  
(ii)Refund of contribution made to a non eligible person;
- Human Resources: Risk that our staff lack the technical and other skills required for the processing of a claim for pension or refund and risk of injury while on duty;
- Technology: Risk of loss of data;
- Business Continuity: Risk of not obtaining Grant;
- Compliance: Failure to prepare and submit the Annual Report within the statutory deadline;
- Reputational: Risk of damage to the reputation of the Board.

Strategic risk mitigation actions

The key mitigation actions are:

- Safety Precautions including insurance cover and regular maintenance of Fire Extinguishers;
- Ensuring that staff are conversant with the Civil Service Family Protection Scheme Act and having collaborative working arrangement with the Civil Status Division;
- Ongoing training and development of our staff;
- Having annual Preventive & Maintenance Agreements with Hardware and Software Supplier and ensuring regular proper back up;
- Meeting deadline for submission of Estimates;
- Compliance with the legal and other regulatory framework;
- Compliance with the ISO Quality Manual;
- Reliance on the Internal control in place;
- Carrying annual customer surveys.

#### 4.8 Directors' Profile

1. Mr J. VALAYTHEN Aged 62. Fellow of the Association of Chartered Certified Accountants (FCCA).Joined the Civil Service as Clerical officer in 1972.Moved to National Audit Office as Trainee Examiner of Accounts in 1975 and left as Senior Auditor in 1994 to join the Treasury, Ministry of Finance & Economic Development. From 1994 to 1999,he has successively been Assistant Accountant General, Deputy Accountant General and Accountant General.
2. Mr N.O.JANKEE Aged 62.Holder of a Certificate in Public Financial Management (with Distinction).Has been in Finance for 42 years. Currently holds the post of Director, Financial Operations at the Ministry of Finance & Economic Development
3. Mrs P.BEEHARRY Aged 63. Holder of a Diploma in Management with specialization in Human Resource Management. Joined the Civil Service as Clerical officer in 1971. Currently Director, HRM, at the Ministry of Civil Service and Administrative Reforms. Also Director at the Board of the Labour Advisory Council and Training & Employment of Disabled Persons Board.
4. Mrs A.D.POREEMA Aged 48. Holder of a MSC in Public Sector Management. Currently holds the post of Assistant Permanent Secretary at the Ministry of Gender, Equality, Child Development & Family Welfare
5. Mr P. KUTHY Aged 60.Holder of a Certificate in General Nursing and a Certificate in Hospital Nursing Administration Course. Currently holds the post of Nursing Supervisor. Is a Representative of the Federation of Civil Service Unions.
- 6 Mr M.I.AMIRAN Aged 53. Holder of a Degree in Procurement & Supply Management. Currently holds the post of Senior Procurement & Supply Officer. Is a Representative of State & other Employees Federation.
7. Mr H. HOSANEE Aged 71. Holder of a Diploma in Public Administration & Management. Was Secretary at Ombudsman's office. Is now a pensioner. Was a Director of the Board of the Mauritius Civil Service Mutual Aid Association Ltd. from 1980 to 1989.
8. Mr N. MANTOUR Aged 68.Holder of a Certificate in Procurement & Supply Management . Former Head of Purchasing & Supply Cadre. Is now a pensioner
9. Mr M.A.ZEADALLY Aged 70. Holder of a Diploma in Public Administration & Management. Has occupied various posts in the Civil Service from 1974 to 1980.Appointed as Assistant Secretary in 1981.Was Principal Assistant Secretary from 1996 to 2003. Is now a pensioner

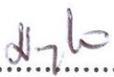
#### 4.9 Statement of Director's Responsibilities

The Statutory Bodies (Accounts and Audit) Act requires the Directors to prepare financial statements for each financial year, which present fairly the financial position, financial performance and cash flow of the Board. In preparing those financial statements, the Directors are required to:

- ✓ Keep proper accounting records for the purpose of recording all the transactions relating to its undertakings, funds, activities and property;
- ✓ Submit to the Minister, not later than 30 September in every year, in respect of the next financial year an estimate of the income and expenditure;
- ✓ Submit to the Board for approval the annual report, including the financial statements in respect of that year not later than 3 months after the end of every financial year;
- ✓ select suitable accounting policies and apply them consistently;
- ✓ Make judgments and estimates that are reasonable and prudent;
- ✓ Ensure that the financial statements comply with the Financial Reporting Framework and Standards;
- ✓ Submit the annual report, including the financial statements, to the auditor, not later than 30 April after the end of every financial year
- ✓ Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Board will continue in business.
- ✓ To safeguard the assets of the Board by maintaining adequate internal control system and procedures and by adhering to the Code of Corporate Governance to the extent that it is feasible.

The Directors confirm that they have complied with the above requirements in preparing the financial statements.

Approved by the Board and signed on its behalf

  
.....  
J. Valaythen  
Chairperson

  
.....  
N.O. Jankee  
Board Member

## 5. THE AUDITOR'S REPORT



# NATIONAL AUDIT OFFICE

XCD/1/

18 September 2014

**The Chairman**  
**Civil Service Family Protection Scheme Board**  
**2<sup>nd</sup> Floor, Mutual Aid Building**  
**Guy Rozemont Square**  
**Port Louis**

Dear Sir,

### **Audit Report**

Please find enclosed the Report of the Director of Audit in respect of the audit of the financial statement of the Civil Service Family Protection Scheme Board for the year ended 31 December 2013.

A handwritten signature in black ink, appearing to read 'A. Abdool Gaffoor'.

**(A.ABDOOL GAFFOOR)**  
for Director of Audit



# NATIONAL AUDIT OFFICE

## **REPORT OF THE DIRECTOR OF AUDIT TO THE BOARD OF THE CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD**

### **Report on the Financial Statements**

I have audited the accompanying financial statements of the Civil Service Family Protection Scheme Board, which comprise the statement of financial position as at December 31, 2013, and the statement of financial performance, statement of changes in equity and statement of cash flows for the period then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the Financial Reporting Framework and Standards for Statutory Bodies issued by the Financial Reporting Council. This responsibility includes the design, implementation of internal control relevant to the preparation and presentation of financial statements that are free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

### *Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards of Supreme Audit Institutions. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

## CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### **Opinion**

In my opinion, the financial statements give a true and fair view of the financial position of the Civil Service Family Protection Scheme Board as at December 31, 2013, and of its financial performance and its cash flows for the year then ended in accordance with Financial Reporting Framework and Standards for Statutory Bodies.

### **Report on Other Legal and Regulatory Requirements**

#### *Civil Service Family Protection Scheme Act 1969*

In my opinion, the Civil Service Family Protection Scheme Board has complied with the Civil Service Family Protection Scheme Act 1969, in so far as they relate to the accounts.



**K.C.TSE YUET CHEONG (Mrs)**  
Director of Audit

National Audit Office  
Level 14  
Air Mauritius Centre  
PORT-LOUIS

17 September 2014

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## **6. The Financial Statements**

Statement of Financial Position

Statements of Financial Performance and other

Comprehensive Income

Statement of Cash Flows

Statement of Changes in Equity

Notes to the Accounts

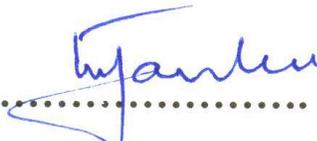
**Statement of Financial Position As At 31 December:**

	Notes	2013	2012
		RS	RS(Restated)
<b>ASSETS</b>			
<b>Non Current Assets</b>			
Property, Plant and Equipment	6	1,226,393	447,511
Intangibles	7	1,729,397	-
Long Term Receivables	13	25,018,683	13,128,653
		<b>27,974,473</b>	<b>13,576,164</b>
<b>Current Assets</b>			
Trade and Other Receivables	14	146,226	146,029
Recurrent Grant Receivable	16	4,076,726	3,149,736
		<b>4,222,952</b>	<b>3,295,765</b>
<b>Total Assets</b>		<b>32,197,425</b>	<b>16,871,929</b>
<b>FINANCED BY</b>			
<b>Accumulated Fund</b>	4	<b>2,955,790</b>	<b>447,511</b>
<b>Non Current Liabilities</b>			
Sick Leave Obligations	17	3,552,742	3,120,801
Passage Benefit Obligations	18	1,000,000	1,000,000
<i>Pension Liability</i>	22	20,465,941	9,007,852
		<b>25,018,683</b>	<b>13,128,653</b>
<b>Current Liabilities</b>			
Passage Benefit Obligations	18	272,076	206,700
Accounts Payable	19	3,804,650	2,943,036
Recurrent Grant Payable	15	146,226	146,029
		<b>4,222,952</b>	<b>3,295,765</b>
<b>Total Equity &amp; liabilities</b>		<b>32,197,425</b>	<b>16,871,929</b>

The Notes to the Accounts on pages 24 to 41 form part of the Financial Statements.

Approved by the Board on 19 March 2014

  
 .....  
 J.Valaythen  
 Chairperson

  
 .....  
 N.O.Jankee  
 Board Member

  
 .....  
 P.Kistomohun  
 AGM

## Statements of Financial Performance and other Comprehensive Income

For the year ended 31 December

	Notes	2013 RS	2012 RS (Restated)
<b>Revenue</b>			
Revenue Grant	3	1,016,563,106	921,457,937
Deferred Income	4	881,413	300,258
Other Income	5	122,348	
<b>Total Revenue</b>		<b>1,017,566,867</b>	<b>921,758,195</b>
<b>Expenses</b>			
Depreciation	8	881,413	300,258
Administrative Cost	9	20,472,573	16,900,754
Refund of Contributions	10	34,430,555	24,355,250
Pension	11	961,782,326	880,201,933
<b>Total Expenses</b>		<b>1,017,566,867</b>	<b>921,758,195</b>
<b>Surplus / (Deficit) for the year</b>		<b>0</b>	<b>0</b>
<b>Other Comprehensive Income</b>			
Items to be reclassified to profit or loss in subsequent periods		0	0
Items not to be reclassified to profit or loss in subsequent periods:			
Remeasurement of Retirement Benefit Obligations	22	-11,185,134	-865,757
Long Term Grant Receivable-Remeasurement	3	11,185,134	865,757
Net other Comprehensive Income not to be reclassified to profit or loss in subsequent periods		0	0
<b>Total Other Comprehensive Income for the year</b>		<b>0</b>	<b>0</b>

The Notes to the Accounts on pages 24 to 41 form part of the Financial Statements.

## Statement of Cash Flows

For the year ended 31 December

	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs(Restated)</b>
<b>OPERATING ACTIVITIES</b>		
Surplus/Deficit for the year	<b>0</b>	<b>0</b>
<b>Adjustments for:</b>		
Depreciation	881,413	300,258
Deferred Income	(881,413)	(300,258)
Change in Long Term Receivables	(11,890,030)	(1,444,206)
Change in Non Current Liabilities	11,890,030	1,444,206
Change in Current Assets	(927,187)	(567,289)
Change in Current Liabilities	927,187	567,289
<b>Net cash flow generated from Operations</b>	<b>0</b>	<b>0</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of PPE & Intangibles	(3,389,692)	(74,517)
<b>Net cash flow from Investing Activities</b>	<b>(3,389,692)</b>	<b>(74,517)</b>
<b>FINANCING ACTIVITIES</b>		
Capital Grant	3,389,692	74,517
<b>Net cash inflow from financing activities</b>	<b>3,389,692</b>	<b>74,517</b>
<b>Increase in Cash and Cash Equivalents</b>	<b>0</b>	<b>0</b>
<b>Cash and Cash Equivalents at the beginning</b>	<b>0</b>	<b>0</b>
<b>Cash and Cash Equivalents at end of period</b>	<b>0</b>	<b>0</b>

**Statement of Changes in Equity***For the year ended 31 December*

	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs</b>
Opening Balance	447,511	673,252
Capital Grant	3,389,692	74,517
Long Term Grant Receivable - Remeasurement	11,185,134	865,757
	15,022,337	1,613,526
Deferred Income	(881,413)	(300,258)
Remeasurement on Retirement Benefit Obligations	(11,185,134)	(865,757)
<b>Closing Balance</b>	<b>2,955,790</b>	<b>447,511</b>

**Notes to the Accounts**

Notes to and forming part of the financial statements for the year ended 31 December 2013.

**1. General Information**

The Civil Service Family Protection Scheme Board is a body corporate established under the Civil Service Family Protection Scheme Act 1969. It operates under the aegis of the Ministry of Finance and Economic Development.

The core activity of the Civil Service Family Protection Scheme Board is to provide protection to dependants of deceased contributors by way of a monthly surviving spouse's pension and children's pension. A refund of contribution is made to a contributor at the time he/she ceases to be a public officer or employee and where no pension is payable in respect of that contribution.

## **2. Accounting Policies**

The principal accounting policies adopted by the Board are as follows:

### **2.1 Basis of Preparation**

The financial statements have been prepared in accordance with the Financial Reporting Framework and Standards for Statutory Bodies issued by the Financial Reporting Council pursuant to Section 72 of the Financial Reporting Act.

The financial statements have been prepared under the historical cost convention.

The going concern basis has been adopted.

The Statement of Financial Performance shows a no gain /no loss situation as the revenue expenditure of the Board equals the Recurrent Grant. Capital Grant received to finance acquisition of property, plant and equipment is recognized as deferred income and is released to the Statement of Financial Performance. The Accumulated Fund represents capital grant received and not yet released to the Statement of Financial Performance.

### **2.2 Functional and Presentation currency**

The functional and presentation currency of the financial statements is Mauritian Rupee, rounded to the nearest rupee.

### **2.3 Revenue Recognition**

The Board's activities are financed out of Government Grant and this income is recognized in the financial statements as follows:

Grants receivable to finance recurrent expenditure are credited to the Statement of Financial Performance and are recognized in the same period as that of expenditure.

Government Grant devoted to the acquisition of non-current assets are recorded as Capital Grant in the Statement of Financial Position and is released to the Statement of Performance as deferred income over the life of the assets on a basis consistent with its depreciation policy.

## 2.4 Expenses

Expenses are charged to the accounts on an accrual basis.

## 2.5 Property, Plant and Equipment

Property Plant and Equipment are stated at historical cost less accumulated depreciation. Depreciation is calculated on the straight line basis so as to write off the depreciable amount of the assets over their expected useful economic lives. Depreciation methods, useful lives and residual values are reviewed at each reporting date. Additions during the year bear a full depreciation charge and no depreciation is provided in the year of disposal.

The annual rates of depreciation used for the purpose are as follows:

Assets	Expected useful Economic life (Years)	Rate of Depreciation per annum %
Furniture & Fittings	10	10
Office Equipment	5	20
Computer and Other Equipment	5	20

Cost of software for operating system and office tools when acquired with computers are included in the hardware costs and depreciated as for any computer equipment.

## 2.6 Intangible Assets

The customized computerized system which was more than 12 years old was upgraded by replacing the existing Sun Ultra 5 Server, the UPS, the old Oracle 7 version and the operating systems consisting of Form 5.0 and Report 3.0 by new hardware and latest available software versions. Intangible assets, consisting mainly of computer software licenses, are recorded at cost less cost amortized. Costs incurred for maintaining computer software are expensed to the Statement of Financial Performance.

### ***Amortization***

Amortization is calculated on a straight-line basis to recognize the consumption of economic benefits of an asset over its useful life. The estimated useful live of Software licenses is 5 years.

## CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

Licenses paid annually for the software as anti-viruses are charged to the Statement of Financial performance in the year they are incurred.

### **2.7 Accounts Receivables and Prepayments**

Debtors and prepayments are stated at their nominal value.

### **2.8 Accounts Payables and Accrued Expenses**

Creditors and payables are stated at cost except for retirement benefit obligations which are stated as per the actuarial report.

### **2.9 Statement of Cash Flows**

The Statement of Cash Flows is prepared using the indirect method.

### **2.10 Events after the Statement of Financial Performance date**

There were no major events after the Statement of Financial Performance date which require disclosure.

### **2.11 Related Party Transactions**

There were no significant transactions during the year involving the Board and the staff at top management level or their related parties outside the ordinary course of business.

### **2.12 Comparative Figures**

Comparative figures have been regrouped or restated, where necessary, to conform to the current year's presentation.

### **2.13 Scheme Contributions**

	<b>2013 Rs</b>	<b>2012 Rs</b>
From public officers	293,170,924	246,742,309
From approved services	36,629,428	31,240,455
<b>Total Contributions</b>	<b>329,800,352</b>	<b>277,982,764</b>

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

The above amounts were received in respect of contributions from public officers and those from approved services. These contributions were credited directly to the Consolidated Fund.

**3. Grants-Recurrent**

	<b>2013 Rs</b>	<b>2012 Rs (Restated)</b>
Amount received during the year	1,018,321,109	920,401,009
Add: Closing Recurrent Grant Receivable	4,076,726	3,149,736
Add: Closing Long Term Receivable	25,018,683	13,128,653
Add: Opening Recurrent Grant Payable	146,029	131,736
	<b>1,047,562,547</b>	<b>936,811,134</b>
Less Grant devoted to Capital Expenditure	3,389,692	74,517
Less: Opening Recurrent Grant Receivable	3,149,736	2,582,447
Less: Opening Long Term Receivable	13,128,653	11,684,447
Less: Closing Recurrent Grant Payable	146,226	146,029
Less: Transfer to Other Comprehensive Income	11,185,134	865,757
<b>To the Statement of Financial Performance</b>	<b>1,016,563,106</b>	<b>921,457,937</b>

**4.Grants-Capital/Deferred Income**

	<b>2013 Rs</b>	<b>2012 Rs</b>
At 01 January	447,511	673,252
Transfer from Recurrent Grant(Note 3 above)	3,389,692	74,517
	<b>3,837,203</b>	<b>747,769</b>
To the Statement of Financial Performance	(881,413)	(300,258)
<b>At 31 December (SOFP)</b>	<b>2,955,790</b>	<b>447,511</b>

**5. Other Income**

	<b>2013 Rs</b>	<b>2012 Rs</b>
Accumulated Sick Leave written off	115,350	-
Adjustment for 10% Discounted Rate	6,998	-
<b>To the Statement of Financial Performance</b>	<b>122,348</b>	<b>-</b>

**6. Property, Plant and Equipment**

	<b>Furniture and Fittings Rs</b>	<b>Office Equipment Rs</b>	<b>Computer Equipment Rs</b>	<b>Total Rs</b>
<b>Cost</b>				
At 01.01.2013	259,953	110,045	1,320,323	1,690,321
Additions	-	8,990	1,218,956	1,227,946
<b>At 31.12.2013</b>	<b>259,953</b>	<b>119,035</b>	<b>2,539,279</b>	<b>2,918,267</b>
<b>Depreciation</b>				
At 01.01.2013	128,086	66,700	1,048,024	1,242,810
Charge for the year	21,870	18,589	408,605	449,064
<b>At 31.12.2013</b>	<b>149,956</b>	<b>85,289</b>	<b>1,456,629</b>	<b>1,691,874</b>
<b>Net book values</b>				
At 31.12.2013	<b>109,997</b>	<b>33,746</b>	<b>1,082,650</b>	<b>1,226,393</b>
At 31.12.2012	131,867	43,345	272,299	447,511

**7.Intangibles**

	<b>2013 Rs.</b>	<b>2012 Rs.</b>
Opening NBV	-	-
Addition	2,161,746	-
Amortization	(432,349)	-
<b>Closing NBV</b>	<b>1,729,397</b>	-

	<b>2013 Rs.</b>	<b>2012 Rs.</b>
Cost	2,161,746	-
Accumulated Amortization	432,349	-
<b>Net Book Value</b>	<b>1,729,397</b>	-

**8. Breakdown of Depreciation Figure In Income Statement**

	<b>2013 Rs.</b>	<b>2012 Rs.</b>
On PPE (As per Note 6 above)	449,064	300,258
On Intangibles (As per Note 7 above)	432,349	-
<b>Total Depreciation Charge for the year</b>	<b>881,413</b>	<b>300,258</b>

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**9. Administrative Expenses**

ITEMS	Notes	2013 Rs	2012 Rs (Restated)
<b>(a) Staff Cost</b>			
Salaries		10,611,879	8,721,069
Year End Bonus		868,727	723,155
Travelling Expenses		1,278,994	1,166,115
Premium - Staff Pension- Sicom Ltd.	22	1,597,522	1,407,857
Allowances		59,871	31,041
Overtime		49,880	836
Passage Benefits Earned	18	391,660	330,964
Refund of Sick Leave		473,254	405,566
Uniforms		8,620	-
National Savings Fund		127,496	117,787
Training of Staff		6,000	49,000
Staff Welfare		25,000	-
Accumulated Sick Leave earned		730,022	195,580
Sub Total		16,228,925	13,148,970
<b>(b) Other Operating Costs</b>			
Fees To Board Members		442,541	317,390
Rent		2,077,523	2,013,831
Electrical Charges		571,032	492,214
Printing & Stat.& Postage		402,676	240,617
Telecommunications Bills		116,357	100,769
Professional Fees		129,983	162,400
Office Expenses & Incidentals		145,162	136,930
Maintenance of Equip. & Comp.		358,374	287,633
Sub Total		4,243,648	3,751,784
<b>To the Statement of Financial Performance</b>		<b>20,472,573</b>	<b>16,900,754</b>

**10. Refund of Contributions**

	<b>2013 Rs.</b>	<b>2012 Rs.</b>
Balance as at 31 December	2,519,509	1,876,374
Add: Amount paid during the year	33,787,420	23,767,146
	36,306,929	25,643,520
Less: Balance as at 1 January	(1,876,374)	(1,288,270)
<b>To the Statement of Financial performance</b>	<b>34,430,555</b>	<b>24,355,250</b>

**11. Pension**

	<b>2013 Rs</b>	<b>2012 Rs</b>
Balance as at 31. December	775,394	621,096
Pension paid during the year	961,628,028	880,329,498
	962,403,422	880,950,594
Balance as at 1 January	(621,096)	(748,661)
<b>To the Statement of Financial Performance</b>	<b>961,782,326</b>	<b>880,201,933</b>

**11.1 Overseas Payment of Pensions**

Payment of overseas pensions through Mauritius High Commissions Canberra, New Delhi & Uk, Mauritius Embassy in Paris and Crown Agents Bank totaled Rs14,365,441 and Rs13,366,450 for the financial years 2013 and 2012 respectively. These payments were effected directly out of Consolidated Fund.

**11.2 Pension Range Analysis**

At the end of the fiscal year 2013, 16,712 beneficiaries were receiving a pension under the Scheme while the number of beneficiaries receiving a pension under the Fund was 435. The pension paid under both the Scheme and Fund has been analyzed and details of the Pension Range Analysis Report are as follows:

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**Pension Range Analysis Report as at 31 December 2013**

<b>Pension type : FUND PENSION</b>						
<b>Rs.</b>		<b>Rs.</b>		<b>Year 2013</b>		<b>Year 2012</b>
up to	-	2500		-		-
2501	-	3000		-		-
3001	-	4000		19		189
4001	-	5000		259		145
5001	-	6000		79		64
6001	-	7000		48		42
7001	-	8000		22		14
8001 & above				8		5
<b>TOTAL NUMBER OF BENEFICIARIES</b>				<b>435</b>		<b>459</b>

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**Pension Range Analysis Report as at 31 December 2013**

<b>Pension type : SCHEME PENSION</b>					
<b>Rs.</b>		<b>Rs.</b>		<b>Year 2013</b>	<b>Year 2012</b>
up to	-	2500		38	38
2501	-	3000		19	24
3001	-	4000		205	12,872
4001	-	5000		13,835	1,327
5001	-	6000		1,034	867
6001	-	7000		794	696
7001	-	8000		424	321
8001	-	9000		185	134
9001	-	10000		83	58
10001	-	11000		41	33
11001	-	12000		23	15
12001	-	13000		12	9
13001	-	14000		7	8
14001	-	15000		3	3
15001	-	16000		5	3
16001	-	17000		1	2
17001	-	31750		2	1
31751 & above				1	2
<b>TOTAL NUMBER OF BENEFICIARIES</b>				<b>16,712</b>	<b>16,413</b>

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**12. Analysis of staff costs**

	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs (Restated)</b>
Wages and salaries and Pension Costs and other staff Expenses	16,228,925	13,148,970
The number of employees as at 31 December	33	33

**13. Long Term Receivables**

	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs(Restated)</b>
Bank Sick leave Obligations	3,552,742	3,120,801
Passage Benefits	1,000,000	1,000,000
Pension Liability as per IAS 19 Report	20,465,941	9,007,852
<b>Total</b>	<b>25,018,683</b>	<b>13,128,653</b>

**14. Trade & other Receivables**

	<b>2013</b>	<b>2012</b>
	<b>Rs.</b>	<b>Rs.</b>
Rent	139,804	139,504
Maintenance of Equipment & computer	1,017	1,347
Office Expenses & Incidentals	5,405	5,178
<b>Total</b>	<b>146,226</b>	<b>146,029</b>

**15. Recurrent Grant Payable**

**146,226**                      **146,029**

**16. Recurrent Grant Receivable**

	<b>2013 Rs</b>	<b>2012 Rs</b>
Pension	775,394	621,096
Refund of Contribution	2,519,509	1,876,374
Sick leave	469,747	405,566
Passage Benefits Obligations	272,076	206,700
Professional Fees( Audit Fees)	40,000	40,000
	<b><u>4,076,726</u></b>	<b><u>3,149,736</u></b>

**17. Provision for Accumulated Bank Sick leave**

Employees are allowed to accumulate sick leaves not taken at the end of each calendar year up to a maximum of 110 days, in a sick leave bank as at 31 December 2013. The balance of bank sick leave is computed at the rate of 1/22 (no. of days x salary) at the end of the financial year as per the recommendation of the PRB Report and is recognized as long term payables. Beyond this ceiling of 110 days, officers are refunded part of the annual entitlement of sick leaves not taken at the end of every calendar year as per the recommendation of the PRB Report and is expensed to the Statement of Financial Performance

	<b>2013 RS</b>	<b>2012 Rs</b>
<b>Balance of bank sick leave as at 31December</b>	<b><u>3,552,742</u></b>	<b><u>3,120,801</u></b>

**18. Provision for Passage Benefits**

A provision is made for the estimated liability for passage benefits. The passage benefits for each staff member, are valued at the year end and is included as long term payables. The amount payable within one year are estimated and transferred from long term to short term liabilities. For the fiscal year 2013, based on past experience we transferred an amount of Rs 272,576 from long term to short term liabilities to provide for any forthcoming payments of passage benefits in the next fiscal year. The annual increase in passage benefits is expensed to the Statement of Financial Performance.

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**Passage Benefits**

	<b>2013 Rs</b>	<b>2012 Rs</b>
Balance as at 1 January	1,206,700	1,012,771
Passage Benefits earned during the year	391,660	330,964
Passage benefits paid during the year	(319,286)	(137,035)
Adjustment for 10 % Discounted Rate	(6,998)	
<b>Balance as at 31 December</b>	<b>1,272,076</b>	<b>1,206,700</b>
<i>Passage Benefits payable in less than one year</i>	<i>272,076</i>	<i>206,700</i>
<i>Passage Benefits payable in more than one year</i>	<i>1,000,000</i>	<i>1,000,000</i>

**19. Accounts Payable**

	<b>2013 RS</b>	<b>2012 Rs</b>
Pension due at 31 December	775,394	621,096
Refund of contribution due at 31 December	2,519,509	1,876,374
Sick leave due at 31 December	469,747	405,566
Professional Fees( Audit Fees)	40,000	40,000
<b>Total</b>	<b>3,804,650</b>	<b>2,943,036</b>

**20. Provision for accrued Vacation Leaves**

No provision is made for the estimated liability for vacation leave as employee benefits for accumulated vacation leave can only be cashed in extremely rare cases.

**21. Contingent Liabilities**

The Civil Service Family Protection Scheme Act provides for a payment of a pension on the death of a contributor and for a refund of contribution where no pension is payable. A liability arises when a claim is made by an eligible applicant together with the submission of all relevant documents.

In the absence of non submission of proper claims and the lack of relevant information at year end, it was not possible to make a reliable estimate regarding unclaimed new pension or refund of contribution. These have not been accounted for in the financial statements.

## 22. Retirement Benefits Obligations

### CSFPSB Staff Pension Fund (Defined Benefits Scheme)

Provision for retirement benefits for the Staff of the Civil Service Family Protection Scheme Board are made under the Statutory Bodies Pension Act of 1978 as amended. The Pension Fund provides retirement benefits for its employees through a plan called "The Civil Service Family Protection Scheme Staff Pension Fund". The Civil Service Family Protection Scheme Staff Pension Fund is a defined benefit plan and its assets are managed by the State Insurance Company of Mauritius Ltd. (SICOM Ltd.). The cost of providing the benefit is determined in accordance with an actuarial review. The net liability at balance sheet date is determined as the present value of funded obligations after adjusting for the fair value of plan assets, any unrecognized actuarial gains and losses and any recognized transition amount. The current service cost and any recognized past service cost are included as an expense together with the interest cost, net of expected return on plan asset. The pension plan is a final salary defined benefit plan for staff.

The actuarial valuations of plan assets and the present value of the defined benefit obligations were carried out at 31 December 2013 by SICOM Ltd and are as follows:

	<b>Year Ending 31 December</b>	
	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs(Restated)</b>
<b>Amounts recognized in Balance Sheet at end of year:</b>		
Defined benefit obligation	60,408,439	45,783,775
Fair value of plan assets	(39,942,498)	(36,775,923)
<b>Liability recognized in Balance sheet at end of year</b>	<b>20,465,941</b>	<b>9,007,852</b>
<b>Amount recognized in Income statement:</b>		
Service cost:		
Current service cost	1,452,755	1,021,804
Past service cost	0	0
(Employee Contributions)	(635,792)	(499,987)
Fund expenses	39,207	30,832
Net Interest Expense/(Income)	741,352	855,208
P & L Charge	<b>1,597,522</b>	<b>1,407,857</b>
<b>Remeasurement:</b>		
Liability(gain)/Loss	11,948,456	685,823
Assets(gain)/Loss	(763,322)	179,934
<b>Total, other comprehensive Income(OCI) recognized</b>	<b>11,185,134</b>	<b>865,757</b>
Total	12,782,656	2,273,614

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**Movements in liability recognized in balance sheet:**

At start of year	9,007,852	7,775,877
Amount recognized in P&L (contributions paid by employer)	1,597,522 (1,324,567)	1,407,857 (1,041,639)
Amount recognized in OCI	11,185,134	865,757
At end of year	<b>20,465,941</b>	<b>9,007,852</b>

Actual return on plan assets: 3,684,672 3,250,254  
 The plan is a defined benefit arrangement for the employees and it is wholly funded. The assets of the funded plan are held independently and administered by State Insurance Company of Mauritius Ltd.

Civil Service Family Protection Scheme Board For Financial Year ending 31 December 2013

	<b>Year Ending 31 December</b>	
	<b>2013</b>	<b>2012</b>
	<b>Rs</b>	<b>Rs</b>
<b>Reconciliation of the present value of defined benefit obligation</b>		
Present value of obligation at start of period	45,783,775	42,853,959
Current service cost	1,452,755	1,021,804
Interest cost	3,662,702	4,285,396
(Benefits paid)	(2,439,249)	(3,063,207)
Liability (gain)/loss	11,948,456	685,823
Present value of obligation at end of period	<b>60,408,439</b>	<b>45,783,775</b>
<b>Reconciliation of fair value of plan assets</b>		
Fair value of plan assets at start of period	36,775,923	35,078,082
Expected return on plan assets	2,921,350	3,430,188
Employer contributions	1,324,567	1,041,639
Employee contributions	635,792	499,987
(Benefits paid+ other outgo)	(2,478,456)	(3,094,039)
Asset gain/(loss)	763,322	(179,934)
Fair value of plan assets at end of period	<b>39,942,498</b>	<b>36,775,923</b>

**Distribution of plan assets at end of period**

	<b>2013</b>	<b>2012</b>
<i>Percentage of assets at end of year</i>		
Government securities and cash	59.1%	58.8%
Loans	4.9%	6.6%
Local equities	21.9%	21.0%
Overseas bonds and equities	13.4%	12.8%
Property	0.7%	0.8%
Total	100%	100%

**Additional disclosure on assets issued or used by the reporting entity**

	<b>2013</b>	<b>2012</b>
<i>Percentage of assets at end of year</i>	(%)	(%)
Assets held in the entity's own financial instruments	0	0
Property occupied by the entity	0	0
Other assets used by the entity	0	0

CIVIL SERVICE FAMILY PROTECTION SCHEME BOARD

**Components of the amount recognized in OCI**

Year	2013	2012
Currency	Rs	Rs
Asset experience gain/(Loss) during the period	763,322	(179,934)
Liability experience gain/(Loss) during the period	<u>(11,948,456)</u>	<u>(685,823)</u>
Surplus/(deficit)	<u>(11,185,134)</u>	<u>(865,757)</u>

The plan is exposed to actuarial risks such as: investment risk, interest rate risk, longevity risk and salary risk. The risk relating to death in service benefits is re-insured.

The cost of providing the benefits is determined using the Projected Unit Method.

The principal assumptions used for the purpose of the actuarial valuation were as follows:

	2013	2012
Discount rate	8.00%	10.00%
Expected rate of return on plan assets	8.00%	10.00%
Future salary increases	5.50%	7.00%
Future pension increases	3.50%	5.00%

Mortality before retirement                      A1967/70 Ultimate Tables

Mortality in retirement                              PA (90) Tables

Retirement Age                                      As per Schedule II in the Statutory Bodies Pension Funds Act

The discount rate is determined by reference to market yields on bonds.

Significant actuarial assumptions for determination of the defined benefit obligation are discount rate, expected salary increase, and mortality. The sensitivity analyses below have been determined based reasonably on possible changes of the assumptions occurring at the end of the reporting period.

- If the discount rate would be 100 basis points (one percent) higher/(lower), the defined benefit obligation would decrease by Rs 6.6 M ( increase by Rs 8 M) if all other assumptions were held unchanged.
- If the expected salary growth would increase (decrease) by 1%, the defined benefit obligation would increase by Rs 2.9M (decrease by Rs 2.6 M) if all assumptions were held unchanged.
- If life expectancy would increase (decrease) by one year, the defined benefit obligation would increase by Rs 1.5M (decrease by Rs 1.5 M) if all assumptions were held unchanged.

In reality one might expect interrelationships between the assumptions, especially between discount rate and expected salary increases, given that both depends to a certain extent on expected inflation rates. The analysis above abstracts from these interdependencies between the assumptions.

## **23. Risk Management Policies**

### **Financial Risks**

The Civil Service Family Protection Scheme Board, as a corporate entity, is not much exposed to financial risks. The Board does not use derivative financial instruments to hedge risk exposures.

### **Credit Risk**

The Civil Service Family Protection Scheme Board is not exposed to any credit risk.

### **Currency Risk**

The Civil Service Family Protection Scheme Board is not exposed to any currency risk.

### **Interest Rate Risk**

The Civil Service Family Protection Scheme Board is not exposed to any Interest Rate risk.

## **24. Employee Disclosure**

As at December 31, 2013, the CSFPS Board had 34 full time employees, out of which 3 are manual staff.

## **25. Key Management Personnel**

The CSFPS Board is governed by a management with key personnel that includes a General Manager, an Assistant General Manager and three Heads of sections. The aggregate remuneration of key management personnel was Rs 3.61 million for the fiscal year 2013.

**7.Statement of Budget,Actual Cash & Accrued Based Amounts****For the Fiscal Year Ended 31 December 2013**

	<b>Original Budget Rs</b>	<b>Revised Budget Rs</b>	<b>Actual Received &amp; Paid Rs</b>	<b>Financial Statements Rs</b>
<b>Revenue</b>				
Government Grant	<b>1,000,000,000</b>	<b>1,030,821,000</b>	<b>1,018,321,109</b>	<b>1,027,748,740</b>
<b>Expenditure</b>				
Overtime	20,000	36,000	49,880	49,880
Salaries	9,150,000	10,765,000	10,611,879	10,611,879
Year End Bonus	762,000	890,000	868,727	868,727
Fees To Board Members	390,000	450,000	442,541	442,541
Allowances	35,000	45,000	59,871	59,871
Rent	2,100,000	2,115,000	2,077,823	2,077,523
Electrical Charges	660,000	660,000	571,032	571,032
Printing & Stationery & Postage	360,000	360,000	402,676	402,676
Uniforms	25,000	9,000	8,620	8,620
Maintenance Of Equipment & Comp.	5,385,000	3,900,000	358,044	358,374
Office Expenses & Incidentals	250,000	250,000	145,390	145,162
Travelling Expenses	1,386,000	1,400,000	1,278,994	1,278,994
Telecommunications Bills	120,000	120,000	116,357	116,357
Professional Fees	145,000	200,000	129,983	129,983
Passage Benefits	300,000	250,000	319,285	385,162
Premium - Staff Pension Sicom	1,130,000	1,350,000	1,324,567	12,782,656
Pension To Beneficiaries	950,802,000	973,000,000	961,628,028	961,782,326
Refund Of Contribution	26,000,000	34,000,000	33,787,420	34,430,555
National Savings Fund	125,000	135,000	127,496	127,496
Office Equipment & Furniture	150,000	150,000		
Refund Of Sick Leave	435,000	466,000	591,804	473,254
Accumulated Sick Leave Earned				614,672
Training Of Staff	250,000	250,000	6,000	6,000
Staff Welfare	20,000	20,000	25,000	25,000
Total Recurrent Expenditure	<b>1,000,000,000</b>	<b>1,030,821,000</b>	<b>1,014,931,417</b>	<b>1,027,748,740</b>
Office Equipment			8,990	
Computer Equipment			3,380,702	
Total Expenditure Capitalized			3,389,692	
<b>Total Expenditure</b>	<b>1,000,000,000</b>	<b>1,030,821,000</b>	<b>1,018,321,109</b>	
Overseas Pension Paid out of Consolidated Fund			14,365,441	
<b>Total as per Treasury Abstract</b>	<b>1,000,000,000</b>	<b>1,030,821,000</b>	<b>1,032,686,550</b>	