



# APPORTION

RELIEF FOUNDATION

## ANNUAL REPORT 2022-2023

(Approved by Board of Directors)

### HEAD OFFICE

**“A Company Set Under Section 42 Of The Companies Act 2017”**  
House No. 66 Block 4, Sector D1 Township, Lahore, Punjab  
🌐 Website: <https://arf.org.pk> ☎ Phone: +92 333-4662834  
Email: [apportionrfoundation@gmail.com](mailto:apportionrfoundation@gmail.com)



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## **BACKGROUND**

Pakistan is a developing nation with a sizable population, and poverty is a significant problem. With an estimated 24.3% of the population living below the national poverty line in 2021–2022, Pakistan's poverty rate has been declining recently, but it is still high. The economic crisis has resulted in job losses, rising inflation, and a decline in household purchasing power. In Pakistan, poverty has increased as a result, and many people are now having trouble meeting their essential needs.

Founded with a vision of compassion and a mission to transform lives, ARF is a non-governmental humanitarian relief organization that has been tirelessly committed to making a positive impact in the lives of the underprivileged in Pakistan. Our journey began with a burning desire to eliminate hunger, alleviate poverty, and provide educational opportunities to the marginalized and impoverished communities across the nation.

Established in 2022, ARF a limited by guarantee charitable NPO, has consistently striven to address the pressing social issues that afflict the people of Pakistan. We believe that access to basic necessities such as food, shelter, and education is a fundamental right for every individual, and it is our unwavering commitment to ensure that this right is realized for all.

A relief foundation aiming to support all during a recessionary phase with the highest inflation of all times would have a mission to provide essential support to individuals and communities who are struggling to make ends meet due to the economic downturn. The foundation's primary aim would be to provide immediate relief to those most affected by the current economic crisis, including the unemployed, low-income families, and individuals who have been disproportionately impacted by the pandemic.

In a nation marked by stark economic disparities and social inequalities, ARF emerged as a beacon of hope for those who have been left behind by progress. Poverty, often intergenerational, has cast its long shadow over countless families, denying them opportunities for growth and development. Hunger, an unfortunate companion of poverty, haunts the lives of many, robbing them of their dignity and potential.

As we look to the future, our resolve remains unshaken. We are determined to continue our mission to eliminate hunger, reduce poverty, and provide educational opportunities to the most vulnerable members of Pakistani society. With the support of compassionate individuals and organizations, we believe that we can turn the dream of a better Pakistan into a reality.

Join us in our journey as we work towards a Pakistan where compassion, dignity, and opportunity are available to all. Together, we can make a difference, one life at a time.





## ABOUT US

### MISSION STATEMENT

**“TO CREATE A WORLD WHERE THE IMPOVERISHED AND UNDERPRIVILEGED CAN EASILY AVAIL THEIR BASIC HUMAN RIGHTS”**

i.e., *education, nutritious food, clean water, shelter and immediate medical attention.*

A mission statement typically serves as a concise and clear declaration of its core purpose and objectives. It outlines the organization's reason for existence and the impact it aims to make.

### VISION STATEMENT

**“EMPOWERING SOCIETY, REDUCING DEPENDENCY AND IMPROVING LIVE”**

To help uplift the underprivileged society, minimize their dependency on basic necessities and to introduce opportunities to make their lives better.

A vision statement is a concise and aspirational statement that outlines the organization's long-term goals and the positive change it aims to achieve in the future. It typically describes the ultimate impact or outcomes that ARF seeks to create through its work.

### VALUES

- **Compassion:**

ARF place a high value on compassion, as their primary goal is to help others in need. This includes empathy and understanding for the individuals or communities they serve.

- **Empowerment:**

ARF seeks to empower individuals and communities by providing them with the tools, knowledge, and support they need to improve their own lives.

- **Resilience:**

- Adaptability: ARF would be able to adapt to changing circumstances and challenges.
- Sustainability: It focuses on long-term sustainability, ensuring that the organization can continue its charitable work.
- Innovation: ARF would involve innovative approaches to problem-solving and resource management.
- Commitment: ARF is committed to its mission and won't be deterred by obstacles.



- **Transparency:**

- Open Communication: ARF values open and honest communication with stakeholders, including donors, volunteers, and the public.
- Accountability: It's accountable for its actions and financial management, with clear reporting on how funds are used.
- Ethical Conduct: Transparency includes ethical conduct in all aspects of the organization's operations.
- Information Sharing: ARF will share information about its activities and impact with the public.

## OBJECTIVES

We are a non-governmental Humanitarian Organization dedicated to eliminate hunger, reduce poverty and provide educational opportunities in the impoverished societies and people of Pakistan. Since our establishment, we have passionately worked to fight this harsh battle against poverty, and to create a world where no person stays homeless, no one has to sleep empty stomach; and every underprivileged can feel the dream of the better future in their grip.

Every year we are relieving more and more people struck with brutal hardships, all with your help. We act as a reliable helping hand in difficult times for the people who need it the most.

- To eliminate hunger and poverty, we offer the facility of dastarkhawn and mobile food on daily basis along with providing monthly ration for underprivileged families.
- We believe in "Education for all" and support it by heart as it will not only bring awareness but also help eliminate poverty. For this purpose, we gather funds for Fees, Uniform, books, stationary and electronic gadgets.
- To reduce the proportion of orphans and elderly homeless population, we provide comfortable accommodations; also, for those who suffer from physical and mental limitations or illnesses.
- As the women are left alone to fend for themselves after being divorced or widowed, we strive to financially support them along with providing skill-based business opportunities.
- To shoulder the burden of the needy suffering with different ailments/ diseases, we conduct medical camps to provide first-aid and professional help.





## DIRECTOR'S REPORT

### REPORT OF DIRECTORS, FOR THE YEAR ENDED JUNE, 2023

THE DIRECTORS HAVE ADOPTED THE ACCOUNTING AND REPORTING STANDARDS OF PAKISTAN:

- INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRSs) ISSUED BY THE INTERNATIONAL ACCOUNTING STANDARDS BOARD (IASB) AS NOTIFIED UNDER THE COMPANIES ACT, 2017;
- ACCOUNTING STANDARD FOR NOT FOR PROFIT ORGANIZATIONS (NPOs) ISSUED BY THE INSTITUTE OF CHARTERED ACCOUNTANTS OF PAKISTAN AS NOTIFIED UNDER THE COMPANIES ACT, 2017; AND
- PROVISION OF AND DIRECTIVES ISSUED UNDER THE COMPANIES ACT, 2017.

(WHERE PROVISIONS OF AND DIRECTIVES ISSUED UNDER THE COMPANIES ACT, 2017 DIFFER FROM THE IFRSs OR THE ACCOUNTING STANDARD FOR NPOs, THE PROVISIONS OF AND DIRECTIVES ISSUED UNDER THE COMPANIES ACT, 2017 HAVE BEEN FOLLOWED.)

### STATE OF THE COMPANY'S AFFAIRS AND BUSINESS REVIEW

APPORTION RELIEF FOUNDATION IS A NOT FOR PROFIT ORGANIZATION REGISTERED IN PAKISTAN ON NOVEMBER 24, 2022. AS A COMPANY LIMITED BY GUARANTEE, NOT HAVING SHARE CAPITAL, UNDER SECTION 42 OF THE REPEALED COMPANIES ORDINANCE, 1984 WHICH HAS NOW BEEN REPLACED WITH COMPANIES ACT, 2017. THE REGISTERED OFFICE IS SITUATED AT HOUSE# 66, BLOCK 4 SECTOR D1, TOWNSHIP, LAHORE, PAKISTAN.

DURING THE YEAR UNDER REVIEW, APPORTION RELIEF FOUNDATION HAS BEEN ACTIVELY INVOLVED IN VARIOUS RELIEF INITIATIVES AND SOCIAL PROGRAMS AIMED AT MITIGATING HUMAN SUFFERING IN AREAS AFFECTED BY NATURAL DISASTERS AND SOCIAL CONFLICT. THE FOUNDATION HAS STRATEGICALLY MANAGED ITS RESOURCES, ENSURING MAXIMUM IMPACT PER RUPEE SPENT, DIRECTLY BENEFITTING OUR TARGET COMMUNITIES.

NO DIVIDEND IS BEING RECOMMENDED FOR THIS PERIOD. AS A NON-PROFIT ORGANIZATION, FUNDS ARE TYPICALLY RE-INVESTED INTO OUR HUMANITARIAN PROGRAMS AND OPERATIONAL COSTS, CONTRIBUTING TO OUR RESERVE FUND FOR SUSTAINABILITY AND FUTURE INITIATIVES.

THE FOLLOWING PERSONS WERE DIRECTORS OF APPORTION RELIEF FOUNDATION DURING THE FINANCIAL YEAR:

1. RIZWAN RAUF (CEO)
2. MUHAMMED QASIM KHAN
3. AMJID ALI

IN OUR INAUGURAL YEAR AT APPORTION RELIEF FOUNDATION, WE CONFRONTED NUMEROUS CHALLENGES. DESPITE BEING THE FIRST YEAR SINCE OUR ESTABLISHMENT, OUR TEAM DEMONSTRATED UNWAVERING COMMITMENT TO OUR MISSION. EACH OBSTACLE WAS MET WITH RESILIENCE, DRIVING US TO FIND INNOVATIVE SOLUTIONS. WE VIEW THESE CHALLENGES NOT AS SETBACKS BUT AS OPPORTUNITIES FOR GROWTH. AS WE REFLECT ON THE PAST YEAR, WE ARE PROUD OF OUR TEAM'S STEADFAST DEDICATION TO ALLEVIATING SUFFERING, FIGHTING HUNGER, AND PROVIDING EDUCATIONAL OPPORTUNITIES. WE MOVE FORWARD WITH A STRENGTHENED RESOLVE, READY TO MAKE AN EVEN GREATER IMPACT IN THE YEARS TO COME.

JUST AFTER THE APPROVAL OF OUR CHARITY NPO FROM SECP, THERE WERE NUMEROUS REQUIREMENTS NEEDED TO FULFILL THE LEGAL RESPONSIBILITIES AND ESTABLISH A COMPLETE FRAMEWORK THAT COULD ENSURE A SMOOTH RUNNING OF THE ORGANIZATION IN FUTURE YEARS. THE OPERATIONS WERE CARRIED OUT AT THE REGISTERED VICINITY PROVIDED BY ONE OF OUR DIRECTORS TO BEGIN THROUGH. INITIALLY WE HAVE A STRATEGY TO WORK ON TWO DISTINCT AREAS. WE HAD TO DEVELOP A COMPLETE SET OF POLICIES AND COMPLIANCES THAT COULD ENSURE THAT EACH AND EVERY STEP TAKEN BY THE ORGANIZATION WOULD BE ACCORDING TO ITS DESIRED MISSION AND SHOULD NOT CONTRADICT WITH THE PROVIDED LEGAL BOUNDARIES. AN ORGANIZATIONAL STRUCTURE THAT WOULD HELP US RUN THE ENTIRE OPERATIONS IN A WAY THAT ALL THE



CORPORATE, ETHICAL AND SOCIAL RESPONSIBILITIES COULD BE FULFILLED AND THE BODs COULD ENSURE A STRICT GOVERNANCE OVER THE MOVEMENTS. WE STARTED WORKING ON THIS BOOKLET CARRYING ALL RELATED TOOLS AND GUIDELINES FOR THE ORGANIZATION AS FOLLOWS:

- A BRIEF INTRODUCTION AND BACKGROUND OF THE FORMATION OF THE ORGANIZATION, ITS MISSION AND VISION, ITS FUTURE PROSPECTS AND OBJECTIVES.
- A DETAILED GUIDELINE COVERING THE RULES, REGULATION AND LEGAL COMPLIANCES UPON THE ORGANIZATION UNDER THE COMPANIES ACT, 2017 AND SECP (SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN).
- AN ORGANIZATIONAL STRUCTURE ENSURING AN EFFECTIVE CONNECTION BETWEEN THE TOP MANAGEMENT AND OPERATIONAL COMMITTEES
- CODE OF CONDUCT AND ETHICS ENSURING INTEGRITY, TRANSPARENCY, AND SOCIAL IMPACT IN ALL ENDEAVORS.
- DONOR AND BENEFICIARY MANAGEMENT TO ENSURE SMOOTH, SAFE AND RIGHTEOUS TRANSACTIONS.
- POLICIES AND PROCEDURES FOR MULTIPLE RELATED FILLINGS AND DOCUMENTATIONS.
- FINANCIAL ACCOUNTING AND REPORTING POLICIES TO ENSURE STANDARDS FOR BUDGETING AND AUDITS.
- TAX COMPLIANCES RELATED TO THE ORGANIZATION.
- POLICIES RELATED TO PRIVACY, DATA PROTECTION, DOCUMENT RETENTION AND DESTRUCTION.
- COMPLAINTS AND GRIEVANCE HANDLING POLICIES TO ENSURE GOOD RELATIONS AND EFFECTIVE WORKING.
- HUMAN RESOURCE AND VOLUNTEER MANAGEMENT POLICIES.

THE UNDER-DEVELOPMENT GUIDE WILL BE USED TO GOVERN AND FULFILL THE ORGANIZATIONAL OBJECTIVES WHICH UPON COMPLETION WOULD BE SENT FOR APPROVALS FROM A QCR RATED ICAP FIRM.

ALONG WITH THIS THE ORGANIZATION STARTED ITS OPERATIONS KEEPING IN MIND OUR AIMS WE STARTED MULTIPLE PROJECTS OVER THE VIEW THAT THE HOLY MONTH OF RAMADAN WAS NEAR TO ITS ARRIVAL. THIS MONTH WHERE BRINGS A LOT OF HAPPINESS TO THE UMMAH ALSO BRINGS IN CERTAIN CHALLENGES, TO WHICH WE HAD AN EYE ON.

#### **RATION DISTRIBUTION PROGRAM**

THE MAIN OBJECTIVE OF THE PROJECT IS TO DISTRIBUTE FOOD PACKAGES TO IMPOVERISHED AND DESERVING FAMILIES IN VULNERABLE COMMUNITIES OF PAKISTAN, WITH A FOCUS ON ADDRESSING THE URGENT ISSUE OF HUNGER AND FOOD INSECURITY. THIS INITIATIVE TAKES PLACE DURING THE HOLY MONTH OF RAMADAN WHEN MUSLIMS WORLDWIDE ENGAGE IN PRACTICES OF REFLECTION, SPIRITUALITY, AND ACTS OF GENEROSITY. BY PROVIDING ESSENTIAL NUTRITION THROUGH THESE FOOD PACKAGES, THE PROJECT AIMS TO ALLEVIATE HUNGER AND PROMOTE WELL-BEING AMONG THOSE IN NEED DURING THIS SACRED TIME. THIS REPORT OFFERS AN OVERVIEW OF THE DISTRIBUTION PROCESS AND SHEDS LIGHT ON THE KEY FEATURES OF ARF's FEED DISTRIBUTION PROGRAM. THE PROJECT'S CORE GOAL IS TO ENSURE THAT DESERVING FAMILIES HAVE ACCESS TO NUTRITIOUS MEALS, EASING THEIR BURDEN OF FOOD INSECURITY DURING RAMADAN. THROUGH THE DISTRIBUTION OF FOOD PACKAGES, THE INITIATIVE SEEKS TO MAKE A MEANINGFUL IMPACT AND CONTRIBUTE TO A MORE COMPASSIONATE AND CARING SOCIETY. BY FOSTERING UNITY AND EMPATHY WITHIN THE COMMUNITY, THE PROJECT EMBODIES THE TRUE SPIRIT OF RAMADAN, WHEREIN INDIVIDUALS COME TOGETHER TO SUPPORT ONE ANOTHER AND EXTEND A HELPING HAND TO THOSE FACING HARSHIPS.

DISTRIBUTION OF 300 FOOD PACKAGES DURING THE MONTH OF RAMADAN" PROJECT IS A NOBLE ENDEAVOR THAT SEEKS TO MAKE A POSITIVE IMPACT BY PROVIDING ESSENTIAL NUTRITION TO UNDERPRIVILEGED AND DESERVING FAMILIES DURING THE SACRED MONTH OF RAMADAN. THIS COMPASSIONATE INITIATIVE IS FUELED BY A STRONG COMMITMENT TO COMBAT HUNGER AND FOSTER A CULTURE OF CHARITY AND GIVING WITHIN THE COMMUNITY. BY DISTRIBUTING THESE FOOD PACKAGES. WE AIM TO BRING HOPE AND SUPPORT TO THOSE IN NEED, ENSURING THAT THEY CAN OBSERVE RAMADAN WITH DIGNITY AND JOY. TOGETHER, LET US JOIN HANDS TO MAKE A MEANINGFUL DIFFERENCE AND SPREAD THE SPIRIT OF COMPASSION AND GENEROSITY THROUGHOUT OUR COMMUNITY.



DIFFERENT STORES WERE REACHED AND A STANDARDIZED PACKAGE WAS DEVELOPED WHICH DONERS WILLING TO DONATE PURCHASED AND DEPOSITED TO US WHICH WAS ENSURED TO BE DELIVERED TO THE DESERVING BENEFICIARY. THESE IN-KIND DONATIONS WERE DISTRIBUTED LATER ON DURING THE HOLY MONTH OF RAMADAN. IN LAHORE CITY, A TOTAL OF 300 LOW-INCOME DESERVING FAMILIES WERE IDENTIFIED AS RECIPIENTS OF THE FOOD DISTRIBUTION INITIATIVE. TO ENSURE A SYSTEMATIC PROCESS, DETAILED BENEFICIARY LISTS WERE PREPARED, CONTAINING THE NAMES, CNIC (COMPUTERIZED NATIONAL IDENTITY CARD) NUMBERS, AND MOBILE NUMBERS OF THE ELIGIBLE FAMILIES. COUPONS WERE THEN ISSUED TO THE MOST DESERVING 300 FAMILIES, ALLOWING THEM TO RECEIVE THE FOOD PACKAGES IN AN ORGANIZED AND EFFICIENT MANNER. BY METICULOUSLY GATHERING THE NECESSARY INFORMATION AND CREATING BENEFICIARY LISTS, THE PROJECT ENSURES THAT ASSISTANCE REACHES THOSE WHO TRULY NEED IT. THE ISSUANCE OF COUPONS STREAMLINES THE DISTRIBUTION PROCESS, ENABLING THE IDENTIFIED FAMILIES TO RECEIVE THEIR FOOD PACKAGES WITH EASE AND DIGNITY. THROUGH THIS ORGANIZED APPROACH, THE INITIATIVE SEEKS TO MAKE A MEANINGFUL IMPACT IN ALLEVIATING HUNGER AND SUPPORTING THE WELL-BEING OF DESERVING FAMILIES DURING THIS CRUCIAL TIME. THE FOOD PACKAGES WERE THOUGHTFULLY CURATED TO PROVIDE A BALANCED AND NUTRITIOUS DIET FOR THE FAMILIES IN NEED, COMPRISING A VARIETY OF ESSENTIAL FOOD ITEMS. EACH PACKAGE INCLUDED THE FOLLOWING NON-PERISHABLE ITEMS WITH THEIR RESPECTIVE WEIGHT.

Sr. No.	ITEM	QUANTITY
1	WHEAT ATTA	5KG
2	BANASPATI GHEE	2KG
3	SUGAR	2KG
4	SUPREME RICE	2KG
5	SHARBAT (RUH AFZAH)	500ML
6	DAAL CHANA	1KG
7	BASEN	1KG
8	DAAL MASUR	1KG
9	TEA	250GRAMS
10	SALT	1KG
11	RED CHILLI POWDER	250GRAMS
12	HALDI POWDER	250GRAMS
13	DATES	500GRAMS
14	SAVAIYAN	500GRAMS
15	DAAL MASH	1KG

#### **SEHR AND IFTAR PROGRAM**

DURING THE MONTH OF RAMADAN FASTING IS ONE OF THE MAIN RITUAL OF ISLAM. ARF'S ONE OF THE MAIN AIM WAS TO END HUNGER, AND RAMADAN WAS THE BEST TIME TO INITIATE A DASTARKHAWN. WITH AN OVERWHELMING RESPONSE OF OUR DONORS ARF WAS ABLE TO PROVIDE SEHR AND IFTAR MEALS TO MORE THAN 300 PEOPLE DAILY THROUGHOUT THIS HOLY MONTH. DAILY A NUTRITIOUS AND DELICIOUS MEALS WAS SERVED TO WHICH PEOPLE HAD A GREAT RESPONSE. IT WAS ENSURED THAT THE QUALITY OF THE FOOD SERVED WAS ALL ACCORDING TO THE STANDARDS PROVIDED BY THE FOOD AUTHORITY. IN SEHR THE MEAL COMPRISED OF YOGURT, PARATHA, CURRY OF THE DAY, TEA OR LUSSI WHILE THE IFTAR MENU HAD RUH AFZAH, SAMOSA, CHICKEN OR VEGETABLE ROLL, DATES, ROTI OR RICE, CURRY OF THE DAY, RAITA AND SALAD.



### EID GIFT PROGRAM

WHEN THE MONTH OF RAMADAN ENDS, IT BRINGS AN ENORMOUS PRESENT TO US IN FORM OF THE EID UL FITR. THIS EID ARF CELEBRATED THE WONDERS OF JOY WITH MANY OF THE DESERVING AND NEEDY BY GIFTING THEM EID GIFTS. AN EID GIFT WHICH COMPRISED OF A DRESS OF MALE AND FEMALE, SAVAYYAN, MEHENDI AND CHURIAN. MORE THAN 100 BOXES OF GIFTS WERE DISTRIBUTED AMONG THE NEEDY AND POOR TO MAKE THEIR OCCASION A SPECIAL ONE.

OUR PERFORMANCE HAS BEEN BENCHMARKED BY THE NUMBER OF INDIVIDUALS ASSISTED, SUCCESSFUL PROJECT COMPLETIONS, AND THE EFFICIENT UTILIZATION OF RESOURCES, REFLECTING A POSITIVE TRAJECTORY IN THE FOUNDATION'S DEVELOPMENT OBJECTIVES.

WE ARE ALSO UNDER THE PROCESS OF BEING APPROVED BY CHARITY COMMISSIONS OF PAKISTAN SO THAT WE COULD LAUNCH OUR OTHER PROJECTS TO SERVE OUR OBJECTIVES.

ALONG WITH THESE PROGRAMS OUR SOCIAL MEDIA TEAM IS ALSO WORKING UPON OUR WEBSITE AND MOBILE APPLICATION. THIS APPLICATION WOULD BE A USER-FRIENDLY INTERFACE SHOWCASING ALL OUR PROJECTS AND THEIR DETAILS. ALONG WITH THE PICTURES AND REPORTS THIS INTERFACE WOULD BE A TOOL TO GET CONNECTED WITH THE DONOR AND WOULD BE ABLE TO TRACE THE IMPACT HIS SHARE CREATED. THIS WEBSITE AND APPLICATION WOULD BE CONTAINING GATEWAYS TO ALL OUR DONATION WAYS AND ACCOUNTS AND WOULD BE AVAILABLE IN BOTH ENGLISH AND URDU LANGUAGE FOR USERS EASE.

THERE WERE NO SIGNIFICANT CHANGES IN THE NATURE OF THE FOUNDATION'S BUSINESS DURING THE YEAR. ALL ACTIVITIES UNDERTAKEN WERE CONSISTENT WITH THE ORGANIZATION'S MISSION AND CHARITABLE OBJECTIVES.

THE BOARD CONFIRMS THAT THE FOUNDATION HAS IMPLEMENTED ADEQUATE INTERNAL FINANCIAL CONTROLS WITH REFERENCE TO THE FINANCIAL STATEMENTS. THESE CONTROLS UNDERGO REGULAR REVIEW FOR EFFECTIVENESS AND EFFICIENCY IN MANAGING THE ORGANIZATION'S RESOURCES AND SAFEGUARDING ITS ASSETS.

THERE HAVE BEEN NO MATERIAL CHANGES AND COMMITMENTS AFFECTING THE FINANCIAL POSITION OF THE COMPANY BETWEEN THE END OF THE FINANCIAL YEAR AND THE DATE OF THIS REPORT.

AS A NON-PROFIT ORGANIZATION, THE APPORTION RELIEF FOUNDATION ENSURES THAT REMUNERATION PACKAGES FOR EMPLOYEES ARE MODEST AND IN LINE WITH THE INDUSTRY STANDARDS FOR NGOs. DETAILED DISCLOSURES ARE PROVIDED IN THE FINANCIAL STATEMENTS.

WE, THE UNDERSIGNED, ACKNOWLEDGE OUR RESPONSIBILITY FOR ENSURING THE ADEQUACY OF INTERNAL FINANCIAL CONTROLS AND CONFIRM THAT THE FINANCIAL STATEMENTS, PREPARED IN CONFORMITY WITH THE APPLICABLE ACCOUNTING STANDARDS, GIVE A TRUE AND FAIR VIEW OF THE STATE OF AFFAIRS OF THE FOUNDATION.

THIS REPORT HAS BEEN PREPARED FOLLOWING A COMPREHENSIVE REVIEW OF THE FOUNDATION'S OPERATIONS, AND WE AFFIRM THAT IT ACCURATELY REFLECTS THE ORGANIZATION'S ACTIVITIES DURING THE FINANCIAL YEAR ENDED JUNE 30, 2023.

APPROVED BY THE BOARD AND SIGNED ON ITS BEHALF BY:

  
RIZWAN RAUF  
CEO  
DATED: 17/07/23

  
AMJAD ALI  
DIRECTOR  
DATED: 17/07/23





## INDEPENDENT AUDITORS' REPORT

To the members APPORTION RELIEF FOUNDATION

### Report on the Audit of the Financial Statements

#### Opinion

We have audited the annexed financial statements **APPORTION RELIEF FOUNDATION (The Company)**, which comprise the statement of financial position as at 30 June 2023, and the statement of income and expenditure, the statement of comprehensive income, the statement of changes in funds, the statement of cash flows for the period from January 03, 2023 to June 30, 2023, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information, and we state that we have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of the audit.

In our opinion and to the best of our information and according to the explanations given to us, the statement of financial position, statement of income and expenditure, the statement of comprehensive income, the statement of changes in funds and the statement of cash flows together with the notes forming part thereof conform with the accounting and reporting standards as applicable in Pakistan and give the information required by the Companies Act, 2017 (XIX of 2017), in the manner so required and respectively give a true and fair view of the state of the Company's affairs as at 30 June 2023 and of the surplus, total comprehensive income, the changes in funds and its cash flows for the period from January 03, 2023 to June 30, 2023.

#### Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs) as applicable in Pakistan. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Company in accordance with the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants* as adopted by the Institute of Chartered Accountants of Pakistan and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Information Other than the Financial Statements and Auditors' Report Thereon

Management is responsible for the other information. The other information comprises the information included in the Annual Report, but does not include the financial statements and our auditors' report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.



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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### **Responsibilities of Management and Board of Directors for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the accounting and reporting standards as applicable in Pakistan and the requirements of Companies Act, 2017(XIX of 2017) and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Board of directors are responsible for overseeing the Company's financial reporting process.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs as applicable in Pakistan will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs as applicable in Pakistan, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit 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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



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- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the board of directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the board of directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

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

Based on our audit, we further report that in our opinion:

- proper books of account have been kept by the Company as required by the Companies Act, 2017 (XIX of 2017);
- the statement of financial position, the statement of income and expenditure, the statement of comprehensive income, the statement of changes in fund and the statement of cash flows together with the notes thereon have been drawn up in conformity with the Companies Act, 2017 (XIX of 2017) and are in agreement with the books of account and returns;
- investments made, expenditure incurred and guarantees extended during the period were for the purpose of the Company's business; and
- no zakat was deductible at source under the Zakat and Ushr Ordinance, 1980 (XVIII of 1980).

The engagement partner on the audit resulting in this independent auditor's report is Sharafat Ali.

**Fazal Mahmood & Company**  
**Chartered Accountants**  
**Lahore:**  
**Date: 08/11/2024**  
**UDIN: AR20231033858V0VzJL1**



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**APPORTION RELIEF FOUNDATION**  
**A Company Setup under Section 42 of Companies Act, 2017**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2023**

Rupees	Note	2023
<b><u>ASSETS</u></b>		
<b>CURRENT ASSETS</b>		
Cash and Bank Balances	5.	738,720
<b>TOTAL ASSETS</b>		<b>738,720</b>
<b><u>FUND AND LIABILITIES</u></b>		
<b>FUND</b>		
Fund		688,720
<b>TOTAL FUNDS</b>		<b>688,720</b>
<b>CURRENT LIABILITIES</b>		
Payables	6.	50,000
<b>TOTAL LIABILITIES</b>		<b>50,000</b>
<b>CONTINGENCIES AND COMMITMENTS</b>		
<b>TOTAL FUND AND LIABILITIES</b>		<b>738,720</b>

Contingencies and Commitments 7.

The annexed notes form an integral part of these financial statements.



Rizwan Rauf  
MEMBER



Md. Aminul Islam  
MEMBER



Lee  
MEMBER

**APPORTION RELIEF FOUNDATION**

**A Company Setup under Section 42 of Companies Act, 2017**

**STATEMENT OF INCOME AND EXPENDITURE**

**FOR THE PERIOD ENDED FROM JANUARY 03, 2023 TO 30 JUNE 2023**

Rupees	Note	2023
<b>INCOME</b>		
Donation In Cash	8.	121,600
Donation In Bank (FINJA)		898,950
Donation In Kind	12.	5,374,200
<b>Total Income</b>		<b>6,394,750</b>
<b>EXPENDITURE</b>		
Admin Expenses	9.	95,280
Project Expenses	10.	5,545,750
Audit Fee		50,000
Bank Charges	11.	15,000
<b>Total Expenses</b>		<b>5,706,030</b>
<b>Surplus before tax</b>		<b>688,720</b>
<b>Taxation</b>	<b>4.4</b>	-
<b>Surplus after tax</b>		<b>688,720</b>

The annexed notes form an integral part of these Financial statements.

MEMBER

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MEMBER

**APPORTION RELIEF FOUNDATION**

**A Company Setup under Section 42 of Companies Act, 2017**

**STATEMENT OF COMPREHENSIVE INCOME**

**FOR THE PERIOD ENDED FROM JANUARY 03, 2023 TO 30 JUNE 2023**

Rupees	Note	2023
Surplus for the period		688,720
Net other comprehensive income not being reclassified to profit or loss in subsequent periods		
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>688,720</b>

The annexed notes form an integral part of these financial statements.



Rizwan Patel

MEMBER



Md. Iqbal

MEMBER



Member

MEMBER

**APPORTION RELIEF FOUNDATION**

**A Company Setup under Section 42 of Companies Act, 2017**

**STATEMENT OF CHANGES IN FUNDS**

**FOR THE PERIOD ENDED FROM JANUARY 03, 2023 TO 30 JUNE 2023**

<b>Rupees</b>	<b>Note</b>	<b>2023</b>
Total Comprehensive Income For the period		
Surplus for the period		688,720
Other comprehensive incomes		-
<b>Balance as at 30 June 2023</b>		<b>688,720</b>

The annexed notes form an integral part of these financial statements.

  
MEMBER

  
MEMBER

  
MEMBER

**APPORTION RELIEF FOUNDATION  
STATEMENT OF CHANGES IN FUNDS  
FOR THE PERIOD ENDED FROM JANUARY 03, 2023 TO 30 JUNE 2023**

**Total Comprehensive Income For the period**

**Surplus for the period**

**Other comprehensive incomes**

**Balance as at 30 June 2023**

**APPORTION RELIEF FOUNDATION**

A Company Setup under Section 42 of Companies Act, 2017

**STATEMENT OF CASH FLOWS**

FOR THE PERIOD ENDED FROM JANUARY 03, 2023 TO 30 JUNE 2023

Rupees	Note	2023
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Surplus for the period		88,720
<b>Adjustments for:</b>		
Non-Cash Expense		
<b>Net Cash Flow Generated From Operating Activities</b>		88,720
<b>Increase / (decrease) in current liabilities</b>		
Accrued liabilities (audit fees)		50,000
<b>Cash generated from operations</b>		138,720
Tax paid		
<b>Net cash generated from operating activities</b>		138,720
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Net increase in cash and cash equivalents		138,720
<b>Cash and cash equivalents at the beginning of the period</b>		
<b>Cash and cash equivalents at the end of the period</b>	5.	138,720

The annexed notes from an integral part of these financial statements

  
Dizua Ray  
MEMBER  
MEMBER  
MEMBER

## **1 FOUNDATION AND ITS OBJECTS**

Apportion Relief Foundation is a not for profit organization registered in Pakistan on January 03, 2023. As a company limited by guarantee, not having share capital, under section 42 of the repealed Companies Ordinance, 1984 which has now been replaced with Companies Act, 2017.

- The registered office is situated at House# 66, Block 4 Sector D1, Township, Lahore, Pakistan.
- The major objects of foundation includes eliminating hunger & poverty, promote education, provide accommodations for homeless population and to financially support and providing medical aid to the needy.

## **2 Basis of preparation**

### **2.1 Statement of compliance**

These financial statements have been prepared in accordance with the accounting and reporting standards as applicable in Pakistan. The accounting and reporting standards applicable in Pakistan comprise of:

- International Financial Reporting Standard for Small and Medium Sized Entities (IFRS for SMEs) issued by the International Accounting Standards Board (IASB) as notified under the Companies Act, 2017; and
- Accounting standards for Not for Profit Organizations (Accounting Standards for NPOs) issued by the Institute of Chartered Accountants of Pakistan as notified under the Companies Act, 2017;
- Provision of and directives issued under the Companies Act, 2017.
- Where provisions of and directives issued under the Companies Act, 2017 differ from the IFRS for SMEs, the provisions of and directives issued under the Companies Act, 2017 have been followed.

### **2.2 Basis of measurement**

These financial statements have been prepared under the historical cost convention except for measurement of certain financial assets and financial liabilities at fair value and recognition of employee benefits at present value.

### **3.1 Functional and Presentation Currency**

These financial statements are presented in Pakistan Rupees which is also the Company's functional currency. All financial information presented in Pakistan Rupees has been rounded off to the nearest rupee.

## **4 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

### **4.1 Receivables**

These are carried at fair value of the consideration to be received in future. An estimated provision is made against amounts considered doubtful of recovery whereas, amounts considered irrecoverable are written off.

### **4.2 Cash and Cash Equivalent**

Cash and cash equivalents are carried in the statement of financial position at amortized cost. Cash includes cash in hand and cash with banks. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and are subject to an insignificant change in value.

### **4.3 Accrued and Other Liabilities**

Liabilities for accrued and other liabilities are carried at cost which is the fair value of the consideration to be paid in the future for goods and services received.

### **4.4 Taxation**

The Company is newly incorporated as a "Not for Profit Organization" and is under a process of approval under Section 2 (36) of Income Tax Ordinance 2001. Therefore no provision is recognized in the books of accounts for taxation.

### **4.5 Functional and Presentation Currency**

These financial statements are presented in Pak rupee, which is the functional and presentation currency for the Company and rounded off to the nearest rupee.

### **4.6 Revenue Recognition**

- Income from grants is recognised in the period in which the related expenditure are incurred.
- Grants that are received or become receivable as compensation for expenses incurred or for the purpose of giving immediate financial support to the company, with no future related costs, are recognised as income of the period in which these are received or become receivable.
- Income from local donations is recognised when these are actually received. In kind donations are recorded on Fair value.
- Income from return on the bank deposit is recognised on accrued basis.

Rupees	2023
5. Cash and Bank Balance	4,770
Cash In Hand	733,950
Finja (Bank) Balance	
	738,720
6. Payables	50,000
Audit Fee	50,000
7. Contingencies and Commitments	
No Commitments were outstanding as at June 30,2023	
8. Donations	121,600
Donations in cash	
	121,600
9. Admin Expenses:	
Wireless Mic K-9 For Recording	2,500
Sound System Charges	5,000
ARF Caps and Shirts	26,000
Postage and Mailing Expenses	960
Printing and Copying	320
Salary Expense	60,000
Travel Expense	500
	95,280
10. Project Expenses:	
Eid Box (Eid Ul Fitr Gift) Expenses	300,000
Clothing Material	12,600
Packing Box Expense	6,650
Churian and Mehendi Expense.	40,000
Program Coordinator	7,700
Saviyan Expenses	
	366,950
Ramazan Sehr O Iftar Expense	
Crockery	
Iftar And Sehr Meals	3,274,200
Disposable Glass	9,000
Disposable Crockery	1,350
Plastic Jug	3,000
Plastic Glass	7,000
Disposable Spoons	750
Disposable Roll For Dastarkhan	12,000
Disposable Boxes	25,000
	3,332,300
Dastarkhan	6,500
Ration Distribution	1,800,000
Program Coordinator	40,000
	5,178,800
	5,545,750

## 11. Bank Charges

Finja Business Monthly Subscription Charges:April,2023	5,000
Finja Business Monthly Subscription Charges:May,2023	5,000
Finja Business Monthly Subscription Charges:June,2023	5,000
	15,000

## 12. In-Kind Donation Received

DONATION RECORD		DONOR DETAILS		DONATION DETAILS		
Book No.	Receipt No.	DONOR NAME	DONOR CONTACT	PURPOSE	MALE	FEMALE
----Cloths----						
1	1			Eid Gift Suits	20	20
1	2			Eid Gift Suits	32	32
1	3			Eid Gift Suits	25	25
1	16			Eid Gift Suits	5	5
1	17			Eid Gift Suits	10	10
1	23			Eid Gift Suits	4	4
1	24			Eid Gift Suits	4	4
<b>TOTAL</b>					<b>100</b>	<b>100</b>
MEALS FV PER MEAL AMOUNT						
1	4			Iftar And Sehr Meals	600	180
1	5			Iftar And Sehr Meals	1,240	180
1	6			Iftar And Sehr Meals	8,200	180
1	7			Iftar And Sehr Meals	1,240	180
1	8			Iftar And Sehr Meals	120	180
1	9			Iftar And Sehr Meals	740	180
1	10			Iftar And Sehr Meals	240	180
1	11			Iftar And Sehr Meals	120	180
1	12			Iftar And Sehr Meals	740	180
1	13			Iftar And Sehr Meals	190	180
1	14			Iftar And Sehr Meals	240	180
1	15			Iftar And Sehr Meals	220	180
1	16			Iftar And Sehr Meals	3,700	180
1	19			Iftar And Sehr Meals	120	180
1	20			Iftar And Sehr Meals	240	180
1	21			Iftar And Sehr Meals	120	180
1	22			Iftar And Sehr Meals	120	180
<b>TOTAL</b>					<b>18,190</b>	<b>3,274,200</b>

	RATION BOX	RATE	TOTAL AMOUNT
1 25	Ration Distribution	20	6,000
1 26	Ration Distribution	30	6,000
1 27	Ration Distribution	5	6,000
1 28	Ration Distribution	5	6,000
1 29	Ration Distribution	5	6,000
1 30	Ration Distribution	15	6,000
1 31	Ration Distribution	10	6,000
1 32	Ration Distribution	3	6,000
1 33	Ration Distribution	3	6,000
1 34	Ration Distribution	2	6,000
1 35	Ration Distribution	2	6,000
1 36	Ration Distribution	5	6,000
1 37	Ration Distribution	2	6,000
1 38	Ration Distribution	5	6,000
1 39	Ration Distribution	2	6,000
1 40	Ration Distribution	10	6,000
1 41	Ration Distribution	10	6,000
1 42	Ration Distribution	5	6,000
1 43	Ration Distribution	3	6,000
1 44	Ration Distribution	3	6,000
1 45	Ration Distribution	10	6,000
1 46	Ration Distribution	20	6,000
1 47	Ration Distribution	5	6,000
1 58	Ration Distribution	5	6,000
1 48	Ration Distribution	8	6,000
1 49	Ration Distribution	15	6,000
50	Ration Distribution	15	6,000
2 51	Ration Distribution	15	6,000
2 52	Ration Distribution	15	6,000
2 53	Ration Distribution	15	6,000
2 54	Ration Distribution	3	6,000
2 55	Ration Distribution	3	6,000
2 56	Ration Distribution	15	6,000
2 57	Ration Distribution	8	6,000
<b>TOTAL</b>		<b>300</b>	<b>1,800,000</b>
<b>Grand Total</b>			<b>5,374,200</b>

Note : All in kind donation/Material have been distributed among the donee.

#### 13. Number of Employees

Average number of employees during the period  
Total number of employees as at June 30th

3

3

#### 14. FINANCIAL INSTRUMENTS

	Amortised Cost 2023	Total
Receivables		
Cash and Bank Balances	738,720	738,720
	<b>738,720</b>	<b>738,720</b>
<b>Financial liabilities</b>		
Payables	50,000	50,000
	<b>50,000</b>	<b>50,000</b>

#### 15. DATE OF APPROVAL

These financial statements were authorized for issue on 08/01/24 by the Board of Governors of the Foundation.

#### 16. GENERAL

Figures have been rounded off to the nearest rupees unless otherwise stated.

MEMBER

MEMBER

MEMBER

## PICTORIAL GALLERY





