**Financial narrative report:**

**Name of the project: Education Support to Child Laborers in Nepal (Project # 27536)**

According to the BASE financial policy**,** Finance Coordinator is responsible to compile the financial report in close coordination of Program Manager/Executive Director, and report to the donor through Executive Director. Executive Director has the overall responsibilities to ensure for the timely implementation and reporting both narrative as well as financial management reporting. After the support all the receipt and documents are kept by finance section for project audit process. There is internal financial controlling mechanism at the organization and internal auditors periodically conduct the audit. At the end of the Nepali fiscal year financial auditing is taking place by Chartered Accountant (CA) and report to Government and funding agencies as per requirement. BASE hires professional Chartered Accountant (CA) as per BASE policy for every year for the financial audit purposes of the organization which is also submitted to concern donors and government authority. The audit has been taking place from July 15 to nest July 14 of next year (or Nepal government fiscal calendar- first day of Shrawan to last day of Ashar month). For the project called-Education Support to Child Laborers in Nepal (Project # 27536) audit is completed and mentioned on the expenses status in organizational audit report.

**Thanks.**