



COCOA RESEARCH
COOPERATIVE CREDIT UNION LTD

2023 REPORTS & FINANCIAL STATEMENTS





REPORTS & FINANCIAL STATEMENTS 2023

Bankers:

GCB Bank PLC, New Tafo Akim
Consolidated Bank Ghana, Koforidua
Absa Bank Ghana, Koforidua
Cal Bank PLC, Koforidua
Republic Bank PLC, Koforidua

Auditors:

Department of Co-operatives
Ghana Co-operatives Credit Union Association
(CUA) Ltd



CRCCU

MISSION

To become the preferred Financial institution of choice in the Eastern Region

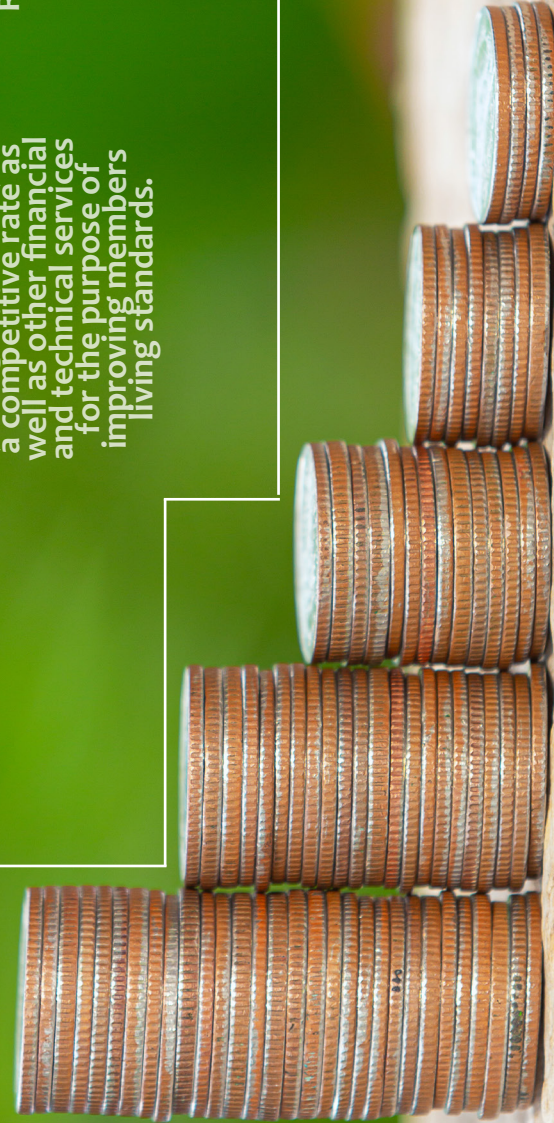
VISION

CRCCU exists to help its members to attain a lifetime financial freedom through the provision of unique blend of products (savings and loans) at a competitive rate as well as other financial and technical services for the purpose of improving members living standards.

VALUES

The success of the Credit Union is hinged on the understated core values:

- CREDIBILITY
- RESOURCEFUL
- CREATIVITY
- CARE FOR MEMBERS
- UNITY



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NOTICE OF ANNUAL GENERAL MEETING (AGM)

COCOA RESEARCH CO-OP. CREDIT UNION LTD.

2023 AGM

THEME

**WEALTH CREATION
THROUGH CO-OPERATIVE FINANCE**

FRIDAY
29TH NOV., 2024

2PM

TENNIS COURT OF CRIG
CLUBHOUSE, NEW TAFO-AKIM

For Enquiries, Call
0342292400 / 0342292402 / 0342292404

www.crccugh.org | info@crccugh.org | crccu2018@yahoo.com

PROGRAMME OUTLINE FOR ANNUAL GENERAL MEETING

1. Arrival and Registration
2. Opening Prayer
3. Credit Union Song
4. Introduction of Dignitaries
5. Welcome Address by Chairman
6. Presentation by Livewell Herbal Clinic
7. Financial Literacy Education – Mr. Richard Owusu-Opoku (CEO Linklaters)
8. Consideration and Adoption of previous minutes (2022 AGM)
9. Reports
 - Loans Committee
 - Supervisory Committee
 - Management
10. Presentation of Audit Report – (Auditors)
11. Acceptance & Discussion of Audit Report
12. Presentation and Adoption of Resolutions
13. Presentation and Approval of 2025 Budget Statement
14. Any Other Business
15. Closing Remarks
16. Vote of Thanks
17. Closing Prayer
18. Refreshment

BOARD OF DIRECTORS



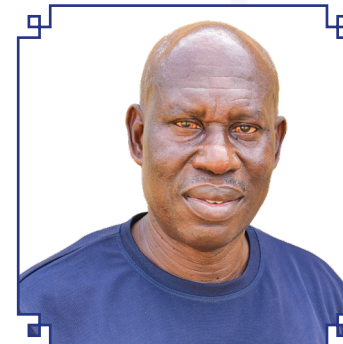
DR. GEORGE AKUMFI AMEYAW
Chairman



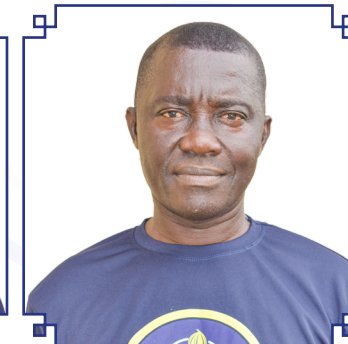
MS. WINIFRED OFORIWAA KUMI
Vice Chairperson



MR. LLOYD BROBBEY ADASI
Secretary



MR. OPOKU BRENYA
Treasurer



MR. OFORI NTIAMOAH
Assistant Treasurer



MR. SAMUEL MAWUDEKU
BoD Member

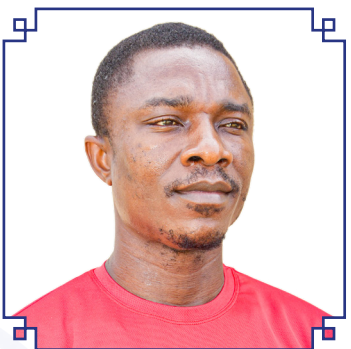
SUPERVISORY COMMITTEE



MS. ERICA SAKYIBEA
Chairperson



MR. JOSEPH BOATEY
Secretary



MR. STEPHEN ANNOR TETTEH
Member

LOANS COMMITTEE



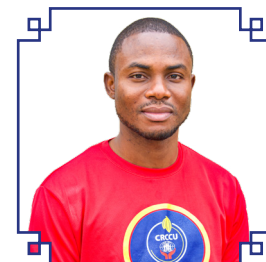
MR. PETER BOAMAH-DANKYI
Chairman



MR. OSAFO BOATENG
Secretary



MR. ANTHONY AGYAPONG
Member



MR. ERIC B. KORANTENG
General Manager



MR. GODSWAY GAVOE,
CA, MIOd, Dep. General
Manager,(Internal Audit)



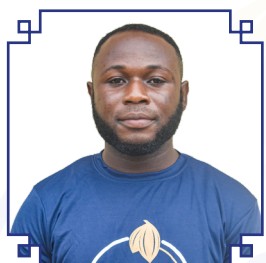
MR. JACOB ATTRAMAH
Dep. General Manager,
(Accounts)



MAD. ADELAIDE TETTEH
Branch Manager



MR. BLESS R. AGYEI
Ag. Branch Manager



MR. EUGENE ABANKWA
Administrative Officer



MS. RUTH FAAH
Accounts Officer



GLORIA AMA K. KWAMI
Branch Officer

OFFICE STAFF



MS. LYDIA AMOFO
Account Officer



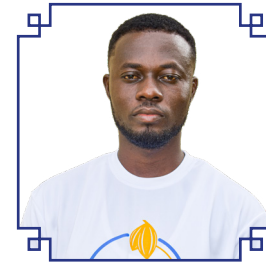
ANTIONETTE JOHNSON
Credit Recovery Officer



MR. G. KATSEPOR
Asst. Admin. Officer



MR. RICHARD DONKOR
Cashier



MR. SETH DORGU
Mobile Teller



MR. DANIEL A. BOAKYE
Mobile Teller



SHELTER S. AMETEFE
Mobile Teller



RABIATU MUSAH
Mobile Teller

MINUTES FROM THE 4TH ANNUAL GENERAL MEETING HELD ON FRIDAY 28TH JULY 2023 AT THE CRIG PARK, NEW TAFO - AKIM

AGENDA

1. ARRIVAL AND REGISTRATION
2. OPENING PRAYER
3. CREDIT UNION SONG
4. INTRODUCTION OF DIGNITARIES
5. WELCOME ADDRESS BY CHAIRMAN
6. PRESENTATION OF AUDITORS REPORT
7. PRESENTATION AND ADOPTION OF RESOLUTION
8. PRESENTATION AND APPROVAL OF THE 2023 BUDGET
9. ANY OTHER BUSINESS
10. VOTE OF THANKS
11. CLOSING PRAYER
12. REFRESHMENT

WELCOME ADDRESS BY BOARD CHAIRMAN

The Board Chairman welcomed cherished members and stakeholders (CRIG Management, Regional Manager CUA Ltd, and Regional Co-operative Director) of the Cocoa Research Co-operative Credit Union Ltd to the 4th Annual General Meeting (AGM) for the past year (i.e, January to December 2022).

The board Chairman stated that our total memberships are mainly staff of COCOABOD Subsidiaries (i.e, CRIG, SPD, CHED.BCC, QCC, CMC and CSIR/PGRRI) together with the inhabitants of New -Tafo, Bunso, Koforidua and its environs. He went ahead to state that all our operations are regulated by Bank of Ghana (BoG) through CUA Ltd and Department of Co-operatives.

Additionally, he said (3) three auditors from CUA – LTD came to audit the account of the Union, of which relevant documents were audited by the mandatory auditors (i.e, the CUA Ltd and Department of Co-operatives) and their report was submitted to the Board of Directors.

THE BoD CHAIRMAN SPOKE ABOUT SOME ACHIEVEMENTS OF THE CREDIT UNION.

1. He said there was a growth of the total assets value of the Credit Union from GHS13,994,173.42 at the time of the merger to GHS26,485,408.26 as of December 2022.
2. Branch Expansion to Koforidua
3. Implementation of Mobile Banking Services

4. Acquisition of Controller and Accountants General's Deduction Code for operations
5. Staff Recruitment
6. Software Acquisition
7. Review and Implemented the staff condition of service for the next two years

The Previous Minutes of the 3rd Annual General Meeting was read by the BoD Secretary to the members for its acceptance. Mr. Stephen Richard Bentil a member seconded the motion.

PRESENTATION FROM SOS'S CHILDREN'S VILLAGE

A representative from the SOS Children's Orphanage home came to solicit for support to help the orphanage home through a program arranged by their management called "EMPLOYEES DRIVEN THROUGH PAYROLL DEDUCTION" to support the SOS with their little contribution. She suggested that we should all come on board to help the Orphanage home to reduce the pressure that SOS management goes through to cater for these children.

PRESENTATION ON DIGITAL FINANCIAL INCLUSION FROM THE CEO OF GLYDETEK GROUP LTD

Mr. Adade the CEO emphasized the need for everyone to become a member of the Credit Union fraternity for its best financial security and regulatory instruments set by CUA and GoG. He stated that the Credit Unions were not affected during the financial crisis that hit most Banks and some financial institutions. Due to that, he stated that it would be very difficult for the Credit Union to collapse.

Additionally, he encouraged all Members of the Cocoa Research Co-operative Credit Union Ltd to patronize the Products and Services that we offer, and adopt the habit of making deposits into their respective accounts electronically. This he said will help members make their contributions at their own convenience.

AUDITORS REPORT

Miss Catherine Owiafe delivered the audit report of the Cocoa Research Co-operative Credit Union Ltd statement of financial position from January to December 2022. In the opinion of the Auditors, the financial statement of the Cocoa Research Co-operative Credit Union was presented fairly in all material respects. According to the Auditor, they conducted the audit per the generally accepted International Standards on Auditing. To them, those standards require that they comply with ethical requirements and plan, and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

NAME OF THE AUDITORS AND THEIR INSTITUTION

- | | | |
|----|----------------|-----------------------------|
| 1. | Tony Sarfo Adu | Department of Co-Operatives |
| 2. | Sheila Abrokwa | Department of Co-Operatives |
| 3. | Samuel Anyigba | CUA LTD |

ADOPTION OF RESOLUTION

The Board Chairman invited the General Manager to propose new resolutions for the Cocoa Research Co-operative Credit Union for the next years.

1. The General Manager informed the members that the Board has decided to transfer the difference in amount from members' Savings to their Shares to secure the minimum share capital of GHS500.00 as required by the Cocoa Research Co-operative Credit Union.
2. The General Manager stated that GHS1.00 will be deducted from members' savings every month as an SMS alert charge.
3. Additionally, he stated that, the interest rate for all Loans exceeding (3) three ratios as stated in our Policy document will attract an interest of 3% per month equivalent to 19.5 per year. Whilst Loans within Savings will attract an interest rate of 2% per month.

The BoD Chairman moved a motion to accept these changes, which the majority of the members accepted in good faith without any objection.

Lastly, the Chairman led the Board of Directors and Management of the Cocoa Research Co-operative Credit Union to propose a dividend rate of 15% on member Shares balance for the January to December 2022 financial year.

SUGGESTIONS & QUESTIONS FROM THE MEMBERS

1. Mr. Lawrence Tenkorang a member, suggested to the Board of Directors to make copies of account statements available before the start of the Annual General Meeting.
2. Mr. Abraham Korli asked why 2% of Savings interest was shared on member savings instead of the 3% declared at the beginning of the first quarter.
3. Mr. Robert Nubedzor also asked about the reason members do not receive an alert on their loan balance

ANY OTHER BUSINESS

1. Mr. Narh Emmanuel a member asked the BoD about the Pre-Conditions agreement with members on loans before it is disbursed that will warrant a decision to take members to court when they default.
2. Mr. Clement Terkperter a member also asked why members do not receive SMS alerts showing their loan balance.
3. Mr. Alex Oboubi a member questioned the Credit Union's Management about the different loan balances showing on their pay slips (COCOBOD staff) and the one on their loan statement at the Credit Union.

Ms. Winifred O. Kumi (BoD Vice Chairperson) gave the closing remarks. A closing prayer was giving by Rev. Vincent L. Marji

CHAIRMAN'S ADDRESS

INTRODUCTION

CREDIT UNION, HAPPY FAMILY

Deputy Executive Director (CRIG Management Representative), Regional Manager of CUA, Regional Director of Department of Co-operatives, Invited Guests, Valued Credit Union Members, Ladies and Gentlemen. You are warmly welcome to the 2023 Annual General Meeting (AGM) of the Credit Union. The purpose of this meeting is for the Board to account to our cherished members the operational performance of the Union for the past year. This meeting will also allow the Board to get your support on some policy decisions for the efficient and sustainable performance of the Union in the years ahead. I am indeed grateful to our members for your understanding in transacting business with the Union over the years. I also applaud the Board, committee members, and staff for their commitment to the affairs of the union that has brought us this far.

The theme for this year's AGM is "Wealth Creation Through Cooperative Finance" This is to emphasize the importance of the cooperative movement as a vehicle for wealth creation within the principles of members helping members in their quest for financial freedom. In the light of this, the Board carried out its mandate of oversight responsibility by taking some key decisions for sustainable growth of the union.

MEMBERSHIP DRIVE

There was an aggressive membership drive across the COCOBOD subsidiaries with new members joining from the other COCOBOD subsidiaries (i.e., SPD, CHED, HEAD OFFICE, CMC, QCC, BUNSO COCOA COLLEGE). New members also joined from other institutions such as PGRRI, Police Service, the Municipal Assembly and others to benefit from our financial services by subscribing to our Savings, Shares, and Loan products. The total membership of the Union as of December 2023 was 3984, a 32% increase over the 2022 figure of 3014.

We commend everyone for this achievement, and we will continue to initiate policies to increase membership of the Credit Union in the years ahead.

MOBILE BANKING OPERATIONS

Mobile banking activities have increased steadily and facilitated membership services resulting

in improvement in savings and loan transactions. Members are visited by our dedicated mobile bankers for daily transactions at the comfort of their homes, offices and shops in Tafo, Bunso, Osino, Asiakwa, Kukurantumi, and Koforidua. We commend our team of mobile bankers for their hard work.

REPORTS ON COMMITTEES / STAFF

a. BOARD OF DIRECTORS

The Board of Directors held thirteen (13) management meetings to discuss and take some policy decisions for the Union.

b. SUPERVISORY COMMITTEE

The Supervisory Committee held several meetings and produced reports which helped the BOD to take certain critical decisions for the Union.

c. LOANS COMMITTEE

The Loans Committee held 42 meetings to assess and recommend loan applications for approval and disbursement. Net loans to members as of 31st December 2023 were GHS22,123, 462.35 representing 72.22 % of the Union's total assets of GHS31,244,149.19. The loan requests were approved and disbursed to finance building projects, children's education, pay medical bills, expand businesses and funeral activities of members. We are grateful to the Loans Committee with the assistance of the office staff in their efforts to retrieve delinquent loans.

AUDIT REPORT

The appointed Auditors of DOC and CUA have examined the relevant documents of the Union, and their report was submitted to the Board of Directors. Key areas of the audit report covering the income statement, and the financial position of the Union, could be found in this brochure.

HIGHLIGHT OF ACHIEVEMENTS FOR THE PAST YEAR

Key highlights of key achievements within the reporting period among many others are indicated as follows:

1. Growth of the Total Assets of the Union from Gh¢13,994,173.42 at the time of the merger in 2018 to the current value of GHS31,244,149.19 as of December 2023. The 2024 financial year projects our total assets to over 42 million Ghana cedis. This makes our Union transit into the Large Credit Union category as assessed by CUA.
2. Membership growth of 32% over the prior year's membership
3. Growth of the Koforidua branch to GHS1,705,719.23 total assets
4. Timely payment of interest on member saving.
5. USSD code for digital inclusion
6. Bonding staff to safeguard the Union from loss of funds.

CONCLUSION

Once again, I wish to thank you all for taking time out of your busy schedules to attend this AGM. Please feel free to contribute to all discussions so that together, we can help with the sustainable growth of the Credit Union in the long term. We wish to thank CRIG Management for their continued support for the sustenance of the Union.

Credit Union, Happy Family.

SUPERVISORY COMMITTEE REPORT

INTRODUCTION

This report provides an overview of the Quality Assurance activities conducted by Supervisory Committee at the Cocoa Research Co-operative Credit Union (CRCCU) Limited for the year 2023 financial year. The Union is subject to regulatory oversight and audit to ensure compliance with statutory requirements, industry standards, internal regulations, and best practices.

COMMITTEE MEMBERS

The members of the committee are: Erica Sakyibea Agyebeng, Stephen Annor Tettey and Joseph Boatey.

SCOPE OF WORK

1. Ascertain the rationale or needs assessment performed prior to the expense/ expenditure execution by the Officers responsible and assess how the arrangement aligns with due process.
2. Petty Cash and Cash Count
3. Bank Reconciliations
4. Authorization and Payments
5. Review of Loans and Loans Policy
6. Review of Liquid Investment
7. Review of Final Accounts
8. Review of Fixed Asset (CRCCU Apartment)
9. Financial Performance

OBSERVATION

Expenses Review

The primary objective of the supervisory activities was to ensure expenses complied with regulatory requirements including but not limited to the bye-laws of the union, Co-operative laws, decision of the Management Board. During this reporting period, the Supervisory Committee conducted comprehensive expenses review of the union. There were no significant issues identified during the review of expenses process.

Petty Cash and Cash Count

CRCCU petty cash disbursed voucher and cash count records made available for the period under review were accurate and provided reasonable assurance.

Bank Reconciliation

Bank reconciliation for the period under review had been reviewed appropriately.

Authorization and Payments

Our activities revealed that financial transactions were duly approved and authorized by the responsible officers mandated by the Unions Regulations.

Review of Loans and Loans Policy

Loans procedures and processes were complied with, all loan beneficiaries had fulfilled eligibility criteria, and recoveries were done by payroll deduction, standing order, cash payments and cheque. Loans granted were duly guaranteed.

Review of liquid Investment

In the reporting period, the Board of Directors (BOD) had taken decision to make full provision in the 2023 Financial Report to set aside the locked-up investments with the SIC Financial Services Limited and the Man Capital Investment against any impairment losses and treated appropriately per the financial reporting standards.

Review of Final Account

We observed that the final accounts had been subject to the key CUA performance indicators, which meet the financial reporting standards.

Review of Fixed Asset (CRCCU Apartment)

We observed that the building needed renovation works and painting as well. Documentation on the building was however, yet to meet full completion.

Financial Performance

The union witnessed growth in performance indicators for the reporting period ending 31st December 2023. The Total Income grew from GH¢4,531,032.42 in 2022 to GH¢4,571,215.43 in 2023 and the Net Surplus grew from GH¢689,957.73 in 2022 to GH¢804,494.37 in 2023. The Union's Total Assets grew from GH¢26,485,408.26 in 2022 to GH¢31,244,149.19 in 2023. Total Operating expenses saw a reduction from GH¢3,841,074.69 in 2022 to GH¢3,766,721.06 in 2023. With strong internal control measures and expected economic improvement, we anticipate that the union would continue to grow its finances.

CONCLUSION

We are satisfied with the level of work done by the Management of the Credit Union in all aspects of the operations of the union. We are certain the union will achieve its vision to be model of excellence for credit union in Africa in the years ahead.

LOANS COMMITTEE REPORT

INTRODUCTION

This report is an overview of the activities of the Loans Committee of the Cocoa Research Co-operative Credit Union for the financial year ending 31st December, 2023.

The main responsibilities of the Committee include appraising, recommending and approving member loan applications, monitoring loan repayment, identifying delinquent loans and reporting such cases to the Board. Additionally, the Committee meets regularly to perform its duties and offers recommendations to the Board for service facilitation and enhancement, where necessary.

PERFORMANCE

During the year under review (January, 2023 – December, 2023), there was an increase in loan disbursements to members. A total of one thousand, five hundred and ten (1,510), constituting 314 females and 1,196 males were granted loans, which constitutes 37.90% of total membership of three thousand, nine hundred and eighty-four (3,984), with 2,563 as males 1,388 as females and 33 group members.

A sum total of seventeen million and sixty-three thousand, three hundred and ninety-seven Ghana cedis, twenty-eight pesewas (GH¢ 17,063,397.28) was given out as loans, representing 93.21% of eighteen thousand, three hundred and five Ghana cedis, thirty-one Ghana pesewas (18,305,905.31) of total loan requested within the reporting period.

The Loans Committee in close collaboration with the office staff has continued to reduce loan delinquency.

The loans committee promises to offer the services that will continually provide a better financial life for our cherished members.

CHALLENGES

Notwithstanding the gains attained in the year under review, the Loans Committee also had some difficulties and among these are;

- **Dumping**

It was observed evidently that some members deliberately save colossal amount and come back in a short while to apply for loans.

- Some of the loan requests from members far exceeded the stipulated savings contribution as indicated in the policy documents and the by-laws of the Union.

- **Partial Withdrawals of Savings**

It was also observed that some members who applied for loans, frequently came for savings withdrawals and vice versa, forgetting that, savings were used as security.

- **Loan Indebtedness**

The Loans Committee was very much concerned about the fact that some loan applicants were unable to service their loans on timely basis especially, those that are not from the pay roll system.

SUGGESTION/RECOMMENDATION

The Education Committee should intensify their educational campaigns to sensitize members and bring them up to speed with the Union's operations, sensitize them on the need to minimize partial withdrawals and instead, increase their savings portfolios.

CONCLUSION

Let us note that our savings and repayment history are key to make us qualify for loans. We should be mindful that our Credit Union is as strong, resilient and sustainable as we make it; therefore, as we borrow, we must make conscious efforts to pay and save continuously and consistently.

I would like to thank my hardworking Loans Committee members, Mr. Stephen Osafo Boateng and Mr. Anthony Agyapong for sacrificing so much of their busy schedules to serve our members.

We also want to thank the office staff, the General Manager and the Board for assisting us in our job as Loans Committee officers. It was indeed a pleasurable feeling to serve you all during the year under review.

OFFICE REPORT

INTRODUCTION

Mr. Chairman, with your permission I stand on existing protocols as I deliver report of the office for the 2023 reporting period on behalf of Management and supporting staff of our noble Credit Union. I say a very big thank you to all members for your relentless commitment to the Cocoa Research Co-operative Credit Union Ltd. To the Board of Directors, Members of the Committees and entire staff, Kudos for your yeoman's job.

REVIEW OF OPERATIONS

During the year under review, the Credit Union continued to work diligently in living up to ensuring efficient execution the Union's mission statement while steadily moving towards the Vision for the Credit Union.

MEMBER SERVICE

During the period, the Credit Union increased remote service provision by increased patronage of members on the use of website portals to initiate and access services.

The site is under assessment to ensure a major upgrade geared towards making it very user-friendly and a one-stop-shop for as much education and information required by members and the public at large.

Communication and information sharing to and from members have improved after the initiation of an official WhatsApp number. Improved transaction notification system via SMS has also enhanced prompt update of members on activities in the respective accounts.

We continued to assist members to contribute to their Savings by making available as many means for making deposits as possible. This included payroll deductions (i.e., COCOBOD Subsidiaries Payroll and the GOG Payroll), Mobile Money, Cheque Deposits and Cash Deposits.

MEMBERSHIP EXPANSION

The Credit Union continued to leveraged on good relationship with COCOBOD divisions to extend increased membership and services to all COCOBOD divisions within the Volta, Oti Western and Central Regions during the period.

COMPLIANCE

The Credit Union continued to submit monthly prudential reports to the Bank of Ghana through

our Apex Body (i.e., the Ghana Co-operative Credit Unions Association (CUA) Ltd) for regulatory and supervision purposes.

PERFORMANCE

The Union maintained Capital Adequacy of 24% against industrial standard of 20% of Total Assets. This Capitalization position guarantees continuous business operations. Additionally, the Union maintained a Liquidity rate of 21% of Total Assets to ensure that we met our obligations as and when they fell due. Profitability of the Credit Union grew by 16.6% and Total Assets by 18% for the period.

CHALLENGES

Challenges faced during the period included:

1. Challenge in mobility for operational and membership impact activities due to lack of an official vehicle for the Credit Union
2. Unwillingness of some members to increase their shareholding to meet at least the required minimum of GHS500.00.
3. Rampant savings withdrawals.
4. Application for huge loans with less savings balances and, sometimes shortly after making significant withdrawals.
5. Short interval requests for Loan Top-Ups.
6. Request for credit assistance towards emergency or dire needs by staff of the Institute who hitherto were not members of the Credit Union.
7. Occasional verbal abuse on staff by some members.

CONCLUSION

I would like to use this opportunity to encourage members to increase savings contributions in order to maintain high personal savings for individuals' benefits. Additionally, members who lack the required minimum shares should top-up and are encouraged to increase their shareholdings as well.

The Cocoa Research Co-operative Credit Union is committed to offering best services to members, and we shall not relent on investing in efforts to ensure quality service delivery and security of members' funds.

Thank you all for Coming. Merry Christmas in advance and stay safe as we go to the polls. Credit Union! Happy Family

AUDITOR'S REPORT

DEPARTMENT OF CO-OPERATIVES



REPUBLIC OF GHANA

Head Office

P.O. Box M 150

Accra – Ghana

16th October 2024

AUDITORS REPORT TO THE MEMBERS OF COCOA RESEARCH CO-OPERATIVE CREDIT UNION LIMITED.

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the Cocoa Research Co-operative Credit Union Limited, which comprises Statement of Financial Position as at 31st December, 2023, the Income Statement, Statement of Changes in Equity and Cash flows Statement for the period then ended, and a summary of significant accounting policies and other explanatory notes.

DIRECTORS' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS:

As stated in the credit union's bye law the Board of Directors is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards, Co-operative Societies Act, 1968 (NLCD 252) and other Regulations. These responsibilities include: designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free of material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

AUDITORS' RESPONSIBILITY:

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with generally accepted International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the Financial Statements are free

of material misstatement. An audit involves performing procedures to obtain evidence about the amounts and disclosures in the Financial Statements. The procedures selected depend on the auditors' judgment, including the assessment of the risk 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OPINION


In our opinion, the financial statements give a true and fair view of the financial position of Cocoa Research Co-operative Credit Union Limited as at 31st December, 2023 and of its financial performance and its cash flows for the period then ended in accordance with the Co-operative Societies Act, 1968 (NLCD 252) and Industry Standard.

REPORT ON OTHER LEGAL REGULATORY REQUIREMENTS

The Co-operative Societies Act, 1968 (NLCD 252) requires that in carrying out our audit we consider and report on the following matters:

We confirm that,

- i) We have obtained all the information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit.
- ii) In our opinion, proper books of account have been kept by the Co-operative Society as appears from our examination of those books and,
- iii) The statement of financial position and Income statement are in agreement with the books of account.



 Department of Co-operatives



 CUA Ltd

FINANCIAL STATEMENT

COCOA RESEARCH CO-OPERATIVE CREDIT UNION LTD
STATEMENT OF FINANCIAL POSITION AS OF 31ST DECEMBER 2023
STATEMENT OF FINANCIAL POSITION

	NOTES	2023 GH ₵	2022 GH ₵
ASSETS			
Liquid Funds	13	1,008,715.05	608,464.63
Liquid Investments	14	5,653,533.73	4,791,938.87
Other Investments	15	319,149.70	1,753,582.85
Net Loans To Members	16 / 23	22,123,462.35	17,806,889.85
Other Current Assets	17	1,081,818.38	392,725.48
/ Non Current Assets	21	1,057,469.98	1,131,806.58
TOTAL ASSETS		31,244,149.19	26,485,408.26
Current Liabilities			
Other Current Liabilities	18	195,936.12	233,368.89
Members Savings	19	23,623,435.49	18,926,409.72
		23,819,371.61	19,159,778.61
EQUITY			
Members Shares	20	2,435,381.94	1,642,237.26
Reserves (incl. Net Surplus)	22	4,989,395.64	5,683,392.39
		7,424,777.58	7,325,629.65
TOTAL LIABILITIES AND EQUITY		31,244,149.19	26,485,408.26

Approved by Management Board on 30/10/2024
 The Notes 1-24 form an intergral part of these financial statements

Dr. George Ameyaw Akumfi
 Chairman

Opoku Brenya
 Treasurer

Approved by Department of Co-operatives:

Date:

BOARD CHAIRMAN
 COCOA RESEARCH CO - OP.
 CREDIT UNION LTD.
 DATE: 30/10/2024

APPROVED
 DEPT. OF CO - OPERATIVES
 05/11/2024
 REGIONAL DIRECTOR
 EASTERN REGION

2023 REPORTS & FINANCIAL STATEMENTS
COCOA RESEARCH CO-OPERATIVE CREDIT UNION LTD
FINANCIAL STATEMENT FOR THE PERIOD ENDED 31ST DECEMBER 2023
INCOME STATEMENT

	NOTES	2023 GH ₵	2022 GH ₵
INCOME			
Interest on Loans	2.	3,419,924.67	4,152,364.91
Interest on Liquid Investments	3.	942,327.17	305,633.72
Other Financial Income	4.	25,446.19	8,956.43
SUB-TOTAL		4,387,698.03	4,466,955.06
Non- Operating Income	5.	183,517.40	64,077.36
TOTAL INCOME		4,571,215.43	4,531,032.42
LESS EXPENDITURE:			
Cost of Funds	6.	1,462,282.78	2,289,562.73
Personnel Cost	7.	841,304.00	616,696.89
Occupancy	8.	57,270.00	21,172.00
Organizational	9.	783,310.00	511,726.65
Security	10	20,100.00	63,816.02
Administration	11	518,638.53	338,100.40
Provision for Loan Losses	12 / 23	83,815.75	-
TOTAL OPERATING EXPENSES		3,766,721.06	3,841,074.69
Net Surplus		804,494.37	689,957.73
SURPLUS APPROPRIATION			
Net Surplus c/f		804,494.37	689,957.73
Statutory Reserve	25%	201,123.59	172,489.43
Operating Reserve	75%	603,370.78	517,468.30
		804,494.37	689,957.73

The Notes 1-24 form an intergral part of these financial statements

**COCOA RESEARCH CO-OPERATIVE CREDIT UNION LTD
CASH FLOW STATEMENT AS OF 31ST DECEMBER 2023**

	2023	2022
	GH¢	GH¢
1. Cash flows from OPERATING ACTIVITIES (before changes in operating assets & liabilities)		
Net Surplus	804,494.37	689,957.73
Adjustment:		
Depreciation on Non Current Assets	213,244.83	83,410.95
Increase in Allowance	83,815.75	-
Loss (+)/Gain (-) on Disposal of Non Current Assets	8,832.77	-
Other adjustment (Reserve)	(1,380,924.61)	(87,681.59)
“Cash flows from OPERATING ACTIVITIES”	(270,536.89)	685,687.09
Changes in OPERATING ASSETS and LIABILITIES		
Increase (-) /Decrease (+) in Total Loan Balance	(4,400,388.25)	(4,450,847.57)
Increase (-) /Decrease (+) in Other Current Assets	(689,092.90)	534,195.03
Increase (+) /Decrease (-) in Members Savings	4,697,025.77	4,225,406.61
Increase (+) /Decrease (-) in Other Current Liabilities	(37,432.77)	(799,170.83)
“Net Cash generated from OPERATING ACTIVITIES”	(700,425.04)	195,270.33
2. INVESTING ACTIVITIES		
Purchase of Non Current Assets (-)	(147,741.00)	(222,722.54)
Increase (+) /Decrease (-) in Other Investments	1,434,433.15	(35,712.62)
“Net Cash used in INVESTING ACTIVITIES”	1,286,692.15	(258,435.16)
3. FINANCING ACTIVITIES		
Proceeds from Shares Issued	793,144.68	557,407.35
Dividend Paid		(117,566.51)
“Net Cash used in FINANCING ACTIVITIES”	675,578.17	557,407.35
4. Cash and cash equivalent at the end of period		
Net Increase (+)/Decrease (-) in Cash and Cash Equivalent	1,261,845.28	494,242.52
Opening Cash and Cash Equivalent at the beginning of year	5,400,403.50	4,906,160.98
Closing Cash and cash equivalent	6,662,248.78	5,400,403.50

**COCOA RESEARCH CO-OPERATIVE CREDIT UNION LTD
STATEMENT OF CHANGES IN EQUITY**

	Members Share Capital	Operating Reserve	Statutory Reserve	Other Reserves	Total Equity
Balance b/f	1,642,237.26	3,445,929.03	,546,397.86	691,065.50	7,325,629.65
Adjustments		-1,435,723.08	-	54,798.47	-1,380,924.61
Net Shares Subscribed	793,144.68				793,144.68
Surplus for the year (Appropriation)		603,370.78	201,123.59	-	804,494.37
Dividend paid		(117,566.51)			-117,566.51
Total	2,435,381.94	2,496,010.22	1,747,521.45	745,863.97	7,424,777.58

NOTES TO THE FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS	2023 GH ₵	2022 GH ₵
1. BASIS OF PREPARATION		
1.1. Statement of Compliance		
The financial statements of COCOA RESEARCH CO-OPERATIVE CREDIT UNION LIMITED has been prepared in accordance with Acceptable International Financial Reporting Standards (IFRS). Additional information required under the Co-operative Decree 1968(NLCD 252) except as disclosed in the accounting policies below.		
1.2. Basis of Measurement		
The financial statements have been prepared under the historical cost convention.		
1.3. Use of Estimates and Judgements		
The preparation of financial statements is in conformity with Acceptable IFRS which requires the Union’s Board and Management to make Judgments, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses.		
1.4. Functional and Presentational Currency		
The Financial statements are presented in Ghana Cedis (GH₵), which is the Credit Union’s functional and Presentational Currency.		
1.5.0 Significant Accounting Policies		
The significant accounting policies adopted by the Credit Union which have been used in preparing these financial statements are as follows:		
1.5.1. Revenue Recognition		
i.) Interest on Loans		
Interests on members’ loans are recognized in the statement of comprehensive income and when payment is received (on cash basis).		
ii.) Investment Income		
Investment income is recognized in the statement of Comprehensive income on accrual basis or when investments are rolled over instead of receiving it as cash		

iii.) Other Financial Income

Other Financial Income comprises interest earned on the Union’s bank accounts, other investments and dividend received on shares owned. They are measured at amortized cost and recognized in the statement of comprehensive income

iv.) Non - Operating Income

Revenue from the provision of services to members is recognized when earned’, specifically when amounts are fixed or can be determined and the ability to collect is reasonably assured.

1.6. Expenses

Expenses are recognised when incurred, without regard to receipt or payment of cash.

1.7. Interest on Members’ Savings

Interest on Members’ Savings is paid on quarterly minimum balance

1.8. Provision of Loan Loss

The Credit Union has determined the likely impairment loss on loans, which have not maintained the loan repayments in accordance with the loan contract. An estimate of the collective provision is based on the age of the loans. Any adjustments made in loan loss provision are recognized in the statement of comprehensive income. However, any reduction in provision for loan losses is not recognised as income

1.9. Bad Debts Written Off / Loans Set aside.

Bad Debt are written off from time to time as determined by management and approved by Board of Directors when it is reasonable to expect that the recovery of the debt is unlikely. Bad debts are written off against the accumulated provisions for loan losses, if a provision for loan loss had previously been recognized. If no provision had been recognized, the write offs are recognized as expense in the statement of comprehensive income.

1.10. Propose Dividend

The Board of Directors wish to propose a dividend 20% on shares amounting to GH₵487,076.39 at the forth coming Annual General Meeting.” Dividends on ordinary shares are recognized in the period in which they are approved by the members. Dividend proposed which is yet to be approved by members, is disclosed by way of notes.

1.11. Members Shares

Members’ shares subscribed by members are classified as equity only to the extent that they do not meet the definition of a financial liability or financial asset.

1.12. Members Loans

All members’ loans are non – derivative financial assets with fixed or determinable payments

that are not quoted in an active market and have been classified as loans and receivables. Members' loans are reported at their recoverable amount representing the aggregate amount of principal, less any provision for impaired loans.

1.13. Members Savings

Members' savings are measured at amortized cost.

1.14. Employee Benefits

(a) Post - Employment Benefits

(i) Social Security and National Insurance Trust (SSNIT)

Under a National Deferred Benefit Pension Scheme, the Credit Union contributes 13% of employees basic Salary to SSNIT for employee pensions. The Credit Union's obligation is limited to the relevant contributions, which were settled on due date. The pension liabilities and obligations, however, rest with SSNIT.

(b) Co-Operative Credit Union Pension Plan (C-CUPP)

The Credit Union has a pension plan for all employees who have completed probation with the Credit Union. Employees contribute 10% of their basic salary to the fund whilst the Credit Union contributes the same 10%. The obligation under the plan is limited to the relevant contribution and these are settled on due dates.

1.15. Property, Plant and Equipment

An item of Property, Plant and Equipment is initially recognized at cost and subsequently measured at cost less accumulated depreciation and any accumulated impairment losses, with the exception of land which is not depreciated. Depreciation is recognized in the statement of comprehensive income and is provided for on a straight - line basis over the estimated useful life of the assets. The current annual depreciation rates for each class of property, plant and equipment are as follows:

Building	2%
Rental Apartment	2%
3D Signage	20%
Office Equipment	25%
Furniture and Fittings	20%
Computers and Accessories	33.33%
Flexi Bank Software	33.33%

Gains or losses on disposal of property, plant and equipment are recognized in the statement of comprehensive income.

1.16. Intangible assets

Computer software licenses

Intangible assets include computer software licenses.

Software acquired by the credit union is measured at cost less accumulated amortization

Subsequent expenditure on software is capitalized only when it increases future economic benefits embodied in the specific asset to which it relates. Software is amortized on a straight line basis and recognized in profit or loss over its estimated useful life, from the date that it is available for use. The estimated useful life of software for the current and comparative periods is three years.

1.17 Adjustment in Reserves

Dividend on Shares	-117,566.51
SIC Investment written off	-1,435,723.08
	-1,553,289.59

Key Performance Disclosure	Standard	2023	2022
	%	%	%
Loan Delinquency Ratio	3	2.4	0.0
Liquidity Ratio	20	21.32	20.39
Capital Adequacy Ratio	20	23.76	27.66
Earning Asset Ratio	91	89.92	
Return on Average Assets	6	2.79	

2. Interest on Loans

Interest on Normal Loans		3,218,673.49	4,143,275.28
Interest on DwaDie Nkoso		23,360.67	7,147.70
Interest on Personal Loan		94,922.34	-
Interest Income on Short-Term Loan		24,738.47	-
Interest Income on Staff Car Loan		2,552.49	-
Interest Income on ERWA Project Loan		53,177.21	-
Interest Income on Corporate Loan		2,500.00	-
Interest on staff Loans		-	1,941.93
		3,419,924.67	4,152,364.91

3. Interest on Liquid Investments

Interest on Bank Savings-GCB Bank(602)	-		86.16
Interest On Bank Savings-GCB Bank(JSA 018)	-		2.36
Interest on Fixed Deposit(CAL BANK)			86,768.33
Interest On Bank Saving-CBG	1,648.92		5,142.32
Interest On Delex Finance	49,005.34		30,108.97
Interest on GOV Securities	93,098.67		-
Interest on ABSA Account	67.87		-
Interest on Fixed Deposit-GCB Bank-Tafo	282,236.75		175,908.30
Interest on Fixed Deposit-CBG	-		76,915.69
Interest on Treasury Bill (CBG)	203,836.31		-
Interest on Treasury Bill Investment(Tafo GCB plc)	164,470.33		-
Interest on CAL Bank AC	-		23.95
Interest on Investa Capital	-		11,324.78
Interest on GCB Investment	-		1,341.05
Interest on CUA CFF Savings		61,194.65	4,780.14
		942,327.17	305,633.72

4. Other Financial Income

Interest on Statutory Reserves Deposit		24,259.56	8243.81
Dividend on CUA Shares		1,186.63	712.62
		25,446.19	8,956.43

5. Non-Operating Income

Entrance Fee	21,410.00	14,750.00
Rental	14,500.00	22,300.00
Commission on LPP	40,640.79	19,026.53
Closed Accounts	6,955.34	-
Momo Commission	4,545.52	1,607.24
Corporate Entrance Fees	200.00	-
Sms Charged	12,586.06	-
Bad Loan Recovery	76,937.45	1,331.90
Other Income	5,742.24	5,061.69
	183,517.40	64,077.36

6. Cost of Funds

Interest on Member Savings	1,455,421.01	2,289,562.73
Interest Expense on Junior Savings	6,861.77	-
	1,462,282.78	2,289,562.73

7. Personnel Cost

Staff Salaries	710,553.73	492,827.41
SSNIT contribution, part of CU	69,397.48	44,561.11
Staff Overtime	-	7,279.44
Annual Bonus	-	34,082.50
Medical Expenses	9,220.15	5,420.18
C-CUPP, part of CU	52,132.64	32,526.25
	841,304.00	616,696.89

8. Occupancy

Rent & Rates	17,400.00	1,450.00
Repairs and Maintenance of Office Premises	520.00	4,722.00
Utilities	39,350.00	15,000.00
	57,270.00	21,172.00

9. Organizational Cost

CUA Dues	21,700.00	10,305.00
Certificate Renewal fees-DoC	25.00	25.00
T&T Expenses for BoD and Committee	12,641.00	-
Donations	6,539.00	5,559.00
Operating Permits & Fees	3,260.00	2,730.00
Meeting Expenses	179,497.50	143,430.00
Hotel Accomodation&Protocol	65,605.00	40,039.30
Chapter Dues	28,000.00	8,244.00
Corporate Social Responsibility	7,346.00	12,400.00

ICU Day Expenses	7,690.00	8,268.00
Chapter Building Levy	21,700.00	6,183.00
Publicity & Promotion	24,758.00	14,313.90
Education and Training	30,613.50	24,565.60
Membership Education Exp.	56,844.00	66,126.60
Branch Innauguration	-	15,978.00
X'mas Bonus	100,100.00	70,441.25
Honorarium	151,888.00	83,118.00
Annual General Meeting	65,103.00	-
	783,310.00	511,726.65

10. Security

CUA Deposit Guarantee Premium	-	47,316.02
Renewal of Fire Certificate Exps	600.00	-
Audit Fees	19,500.00	16,500.00
	20,100.00	63,816.02

11. Administration

Travelling and Transport	97,847.70	84,889.90
Bank Charges	25,652.82	17,871.76
Maintenance of Equipment &Furnitures	17,430.00	20,023.00
IT and Networks Repairs	10,023.00	-
CUMAS Maintainace fees	5,008.50	-
Flexibank Maintainance &Service	14,700.00	-
Repairs &Maintainace (Residentail Apartment)	1,385.00	-
Software Maintainance Service	-	7,512.75
COVID 19 Prevention Expenses	-	1,075.00
Impairment-Investa Capital	20,082.72	-
Loss on Disposal	8,832.77	-
Detergents &Toileteries	1,940.00	2,846.00
Refreshment	2,879.00	4,776.00
Communication and Postage	33,554.41	16,397.35
Office Expenses	33,224.50	57,320.50
C&AGD Service Charges	4,025.98	855.59
Printing and Stationery	28,807.30	41,121.60
Depreciation on Non Current Assets	213,244.83	83,410.95
	518,638.53	338,100.40

12. Allowance for Loan Losses and Write -Offs

Please see also note 24. Loan Loss Allowance

Increase in Allowance	83,815.75	-
	83,815.75	-

13. Liquid Funds

Cash On Hand	8,723.50	4,519.00
Petty Cash	-	1,221.00
Mobile Money Wallet	39,863.46	35,405.35
Subtotal Cash Balance	48,586.96	41,145.35
Consolidated Bank Ghana	23,194.07	-
GCB Current AC 634	204,281.49	-
GCB Current AC 532	312,173.13	477,262.35
CAL Bank Current AC	227,220.05	30,502.95
Republic Bank Current AC	182,673.00	51,812.50
Absa Bank Current AC	10,586.35	7,741.48
Subtotal Bank Current Balance	960,128.09	567,319.28
	1,008,715.05	608,464.63

14. Liquid Investments

Government Instruments		
GOG Treasury Bill-CBG Bank	1,452,832.47	1,139,996.33
Treasury Bill Investment(Tafo GCB)Plc	2,164,470.33	-
Sub-Total	3,617,302.80	1,139,996.33
Non-Government Instruments		
Fixed Deposits - GCB Bank(JSA)	-	24,193.14
Fixed Deposit-Dalex Finance	212,192.96	163,187.51
Fixed Deposit-CalBank	1,027,123.29	600,000.00
Fixed Deposit-GCB	-	2,150,426.26
Central Finance Facility (CFF) Savings	796,914.68	714,135.63
Sub-Total	2,036,230.93	3,651,942.54
	5,653,533.73	4,791,938.87

15. Other Investments

CUA House Bond	491.80	-
CUA Statutory Reserves Deposit	303,244.65	303,244.65
CUA Shares	7,449.25	6,651.12
Fixed Deposit-SIC FSL	-	1,435,723.08
CUA Kasoa Training Centre Shares	7,964.00	7,964.00
	319,149.70	1,753,582.85

16. Net Loans To Members

Loan to Members	22,563,668.47	18,163,280.22
Subtotal: Total Loan Balance	22,563,668.47	18,163,280.22
less: set aside	144,335.12	-
Subtotal: Total Loan Balance	22,419,333.35	18,163,280.22
less: Loan Loss Allowance	295,871.00	356,390.37
	22,123,462.35	17,806,889.85

17. Other Current Assets

Staff Salary Loan	-	177,195.90
Security Deposit-Koforidua Office	1,000.00	1,000.00
Controller And Accountant General Department	49,839.54	-
CRIG Managers	58,152.27	-
Cocoa Research Institute of Ghana	704,201.22	-
Staff Rent Advance	2,208.30	-
Cocoa Health Extention Division	2,400.00	-
Rent Prepaid	5,800.00	33,350.00
Car Loan	45,966.46	70,765.97
Fixed Deposit-Investa	80,330.89	110,413.61
Other Accounts Receivables	25,118.80	-
Seed Production Division	106,800.90	-
	1,081,818.38	392,725.48

18. Other Current Liabilities

Audit Fees	19,500.00	16,500.00
Deposit Guarantee Premium	81,688.02	200,727.55
Certificate Renewal Fees	25.00	25.00
Ghana Cocoa Board	18,647.44	-
Loan Protection Plan	76,075.66	16,116.34
	195,936.12	233,368.89

19. Members Savings

Members Savings	23,437,143.59	18,777,501.58
Subtotal: Total Regular Savings	23,437,143.59	18,777,501.58
Other Savings - Junior Savings	186,291.90	148,908.14
Subtotal: Total Other Savings	186,291.90	148,908.14
	23,623,435.49	18,926,409.72

20. Members Shares

Members Shares	2,435,381.94	1,642,237.26
	2,435,381.94	1,642,237.26

**COCOA RESEARCH CO-OPERATIVE CREDIT UNION LTD
NOTES TO THE FINANCIAL STATEMENTS**

Description	Cost as at 1st Jan 2022	Disposal Cost	Additions	Balance/Cost as of 31st December 2022/ 1st Jan.2023	Balance as of 31st December 2023
Property, Plant & Equipment					
Office Building(Premises)	171,190.59		18,301.00	189,491.59	189,491.59
Office Equipment	131,304.87		40,275.90	171,580.77	213,850.77
Furniture & Fittings	89,283.41		46,539.40	135,822.81	135,822.81
Equipment and Vehicles				0.00	0.00
Computer and Accessories	122,915.34		107,606.24	230,521.58	247,801.58
3D SIGNAGE			0.00	0.00	22,232.00
Residential Apartment	784,984.70		0.00	784,984.70	787,946.70
Subtotal Carrying Value of Property, Plant & Equipment	1,299,678.91	0.00	212,722.54	1,512,401.45	1,597,145.45
Intangible Assets					
CUSoft Software	6,930.00			6,930.00	0.00
CUMAS Software	15,592.50		10,000.00	25,592.50	0.00
Bank Software(Flexibank)				0.00	62,997.00
Subtotal Carrying Value of Intangible Assets	22,522.50	0.00	10,000.00	32,522.50	62,997.00
Total Carrying Value of Non Current Assets	1,322,201.41	0.00	222,722.54	1,544,923.95	1,660,142.45

Depreciation/ Amortisation	Balance b/f as at 1st Jan 2022	Disposal Depreciation	Charge for the year	Balance/ Balance b/f as of 31st December 2022/1st Jan 2023	Disposal Depreciation	Charge for the year	Balance as of 31st December 2023
Property, Plant & Equipment							
Office Building(Premises)	19,904.42		3,391.74	23,296.16		3,789.83	27,085.99
Office Equipment	117,999.42		13,395.34	131,394.76		42,770.15	174,164.91
Furniture & Fittings	39,427.28		19,279.11	58,706.39		27,164.56	85,870.95
Computer and Accessories	101,721.62		42,929.03	144,650.65		82,592.27	227,242.92
3D SIGNAGE	0.00			0.00		4,446.40	4,446.40
Residential Apartment	31,379.68			31,379.68		31,517.87	62,897.55
Subtotal Carrying Value of Property, Plant & Equipment	310,432.42	0.00	78,995.22	389,427.64	0.00	192,281.08	581,708.72
Intangible Assets							
CUSoft Software	6,930.00			6,930.00			0.00
CUMAS Software	12,344.00		4,415.73	16,759.73		0.00	0.00
Bank Software(Flexibank)				0.00		20,963.75	20,963.75
Subtotal Carrying Value of Intangible Assets	19,274.00	0.00	4,415.73	23,689.73	23,689.73	20,963.75	20,963.75
Total Depreciation of Non Current Assets	329,706.42	0.00	83,410.95	413,117.37	23,689.73	213,244.83	602,672.47
Carrying Amount	992,494.99	0.00	139,311.59	1,131,806.58	8,832.77	-65,503.83	1,057,469.98

22. Reserves

	Balance b/f	Adjustments	Appropriation	Balance
Statutory Reserve	1,546,397.86	-	201,123.59	1747521.45
Building Reserve	418,004.59	-	-	418004.59
Education Reserve	273,060.91	-	-	273060.91
General Reserve	-	54,798.47	-	54798.47
Operating Reserve	3,445,929.03	-1,553,289.59	603,370.78	2496010.22
Total Reserve	5,683,392.39	-1,498,491.12	804,494.37	4,989,395.64

23. Allowance For Loan Losses

Balance b/f	356,390.37
Less Write- offs (see below)	-144,335.12
Subtotal	212,055.25
Write -Offs	0.00
Increase In Allowance	83,815.75
Allowance For Loan Losses	295,871.00

Will be transferred to note 12. Provision for Loan Losses and Write Off

Ageing Report	No. of loans	Loan Balance	%	Required Provision
current	1345	22,012,387.84	1%	220,124.00
1-3months	52	291,789.88	10%	29,179.00
4-6months	17	96,484.99	30%	28,945.00
7-9months	7	2,619.36	60%	1,572.00
10-12months	2	16,051.28	100%	16,051.00
Allowance For Loan Losses				295,871.00
Over 12months	18	144,335.12	set aside	144,335.12

Total Loan Balance 1441 22,563,668.47

24. Impairment of Investa Capital

Balance b/d	100413.61
Less Impairment	20,082.72
Closing Balance	80,330.89





ADOPTION OF RESOLUTION

S/N	EXISTING PROVISION	PROPOSED AMENDMENT	RATIONALE
1.	Section 6 - MINIMUM SHARES c. The minimum share can only be withdrawn on resignation or termination of membership; and after giving a minimum of thirty (30) days' notice in writing of the member's intention to withdraw.	Section 6 - MINIMUM SHARES c. The shares can only be withdrawn on resignation or termination of membership; and after giving a minimum of thirty (30) days' notice in writing of the member's intention to withdraw.	Part or whole of a member's shares shall not be subjected to withdrawal except and only in the circumstance leading to the member's cessation of membership from the Credit Union.
2.	Section 18 - LOANS TO MEMBERS b. At any given time the total of all Loans to members shall not exceed 70% of the Total Assets of the Credit Union.	Section 18 - LOANS TO MEMBERS b. At any given time, the total of all Loans to members shall not exceed 69% of the Total Assets of the Credit Union.	The total Net Loans shall not exceed 69% of the Total Assets of the Credit Union in order to conform to Industry-set Standards
3.	Section 20 - APPLICATION FOR LOANS Application for a loan must be on the prescribed forms.	Section 20 - APPLICATION FOR LOANS Application for a loan shall be on the prescribed form(s) obtained from the Credit Union.	To add specificity to the document required to initiate a loan request from the Credit Union.
4.	Section 21 - LOANS TO NEW MEMBERS Loans shall be granted to members after six (6) months of membership.	Section 21 - LOANS TO NEW MEMBERS Loans shall be granted to members after six (6) months of membership and uninterrupted savings each month.	Eligibility for loans for new members shall be subject to consistent savings for at least six months.
5.	Section 24 - SECURITY FOR LOANS (e) Where required, the security requirement of a loan may include an immovable property (landed)	Section 24 - SECURITY FOR LOANS (e) Where required, the security requirement of a loan may include an immovable property (landed)	To regularize the use of collateral security for loans. To regularize the use of collateral security for loans.



S/N	EXISTING PROVISION	PROPOSED AMENDMENT	RATIONALE
6.	Section 43 - ANNUAL GENERAL MEETING d. The Annual General Meeting shall be used for Membership Information, Dissemination, Education, Resolutions and Membership Mobilization	Section 43 - ANNUAL GENERAL MEETING d. The Annual General Meeting shall be used for Membership Information Dissemination, Education, Resolutions and Membership Mobilization	Correction of punctuation misplacement.
7.	Section 51 - ELECTION OF BOARD MEMBERS b. Elected members shall serve four year term of office, and shall be Eligible for re-election, provided the members shall not have served for a maximum of two consecutive terms of four years each.	Section 51 - ELECTION OF BOARD MEMBERS b. Elected members shall serve a maximum four-year term of office, and shall be Eligible for re-election, provided the members shall not have served for a maximum of two consecutive terms.	To provide for situations where it becomes necessary by directives of the Regulator or the Apex body, a term of office may be less than four years.
8.	Section 51 - ELECTION OF BOARD MEMBERS d. After serving for a total of eight (8) years made up of two terms of four years each, a BOD member shall not be eligible for election until after a break of one (1) term.	Section 51 - ELECTION OF BOARD MEMBERS d. After serving for two terms, a BOD member shall not be eligible for election until after a break of one (1) term of four years.	To provide for situations where it becomes necessary by the directives of the Regulator or the Apex Body, for a term of office to be less than four years.
9.		Section 51 - ELECTION OF BOARD MEMBERS e. Elections shall be organised in such a way that about fifty percent of the members face elections biennially.	To provide for staggering of Board Members such that the Union does not have an entirely new Board at any point in time in order to allow for easy orientation of new members and continuity of plans/project.
10.	Section 20 - APPLICATION FOR LOANS Application for a loan must be on the prescribed forms.	Section 20 - APPLICATION FOR LOANS Application for a loan shall be on the prescribed form(s) obtained from the Credit Union.	To add specificity to the document required to initiate a loan request from the Credit Union.
11.	PART VI LOANS COMMITTEE	PART VI SUPERVISORY COMMITTEE	To rearrange sections on Supervisory Committee and the Loans Committee
12.	PART VII SUPERVISORY COMMITTEE	PART VI LOANS COMMITTEE	To rearrange sections on Supervisory Committee and the Loans Committee

S/N	EXISTING PROVISION	PROPOSED AMENDMENT	RATIONALE
13.	Section 56 - MEMBERS OF THE LOANS COMMITTEE a. The Loans Committee shall consist of a minimum of three (3) and a maximum of five (5) members, elected by the Annual General Meeting.	Section 60 - MEMBERS OF THE LOANS COMMITTEE a. The Loans Committee shall consist of a minimum of three (3) and a maximum of five (5) members, appointed by the Board of Directors.	To conform with Section 61 of the Ghana Co-operative Credit Union (CUA) Revised Bye-Law – November 2021
14.	Section 73 – GENERAL MANAGER a. The Board of Directors shall appoint a Manager who will be in charge of the day to day administration of the Credit Union as may be delegated by the Board; and shall fix his/her remuneration for his / her services b. The services of the Manager may be terminated or suspended in line with the staff condition of service.	Section 73 – CHIEF EXECUTIVE OFFICER (CEO) a. The Board of Directors shall appoint a Chief Executive Officer (CEO) who will be in charge of the day-to-day administration of the Credit Union as may be delegated by the Board; and shall fix his/her remuneration for his / her services b. The services of the CEO may be terminated or suspended in line with the staff condition of service.	To conform with industry practice in relation to the Title of the Operational Head of a Credit Union which calls under the ‘Large Credit Union’ category (i.e. Credit Union’s which have attained Total Assets size of GH¢40 million and above.
15.	Section 74 – DUTIES OF THE GENERAL MANAGER Subsections (a) to (j)	Section 74 – DUTIES OF THE CHIEF EXECUTIVE OFFICER (CEO) Subsections (a) to (j) (All mentions of ‘General Manager’ shall be edited as CEO)	To conform with industry practice in relation to the Title of the Operational Head of a Credit Union which calls under the ‘Large Credit Union’ category (i.e. Credit Union’s which have attained Total Assets size of GH¢40 million and above.

INCOME AND EXPENDITURE BUDGET FOR THE YEAR ENDING 31ST DECEMBER, 2025

INTEREST EARNINGS	Notes	GHS
Interest on Loans	2	8,940,539.90
Interest on Liquid Investments	3	1,894,109.00
Other Financial Income	4	25,153.48
TOTAL FINANCIAL INCOME		10,859,802.38
Less: Cost of Funds		
Interest on Members Savings	6	3,622,500.00
Gross Financial Margin		7,237,302.38
Less: Increase in Provision for Loan Losses	12	100,000.00
Add: Non Operating Income	5	119,520.23
Gross Margin		7,256,822.61
LESS: OPERATING EXPENDITURE		
Personnel Cost	7	1,392,345.44
Occupancy	8	75,100.65
Organizational	9	1,489,495.04
Security	10	54,408.34
Administration	11	711,616.44
TOTAL OPERATING EXPENSES		3,722,965.91
SURPLUS		3,533,856.70
Surplus Appropriation		
Statutory Reserves	25%	883,464.18
Education Reserves	10%	353,385.67
Building Reserves	10%	353,385.67
Operating Reserves	55.0%	1,943,621.18
		3,533,856.70

FINANCIAL POSITION BUDGET AS AT 31ST DECEMBER, 2025

ASSETS		
Liquid Funds	13	1,675,600.34
Liquid Investments	14	8,548,383.79
Other Investments	15	544,303.18
Net Loans to Memmbers	16	39,804,083.28
Other Current Assets	17	1,818,030.44
Non Current Assets	21	2,381,860.44
TOTAL ASSETS		54,772,261.47
Current Liabilities		
Other Current Liabilities	18	35,800.00
Member Savings	19	37,324,259.61
		37,360,059.61
EQUITY		
Members Shares	20	4,112,679.50
Reserves (Incl. Net Surplus)	23	13,299,522.36
		17,412,201.86
TOTAL LIABILITY AND EQUITY		54,772,261.47



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