

## INDEPENDENT FINANCIAL EXAMINATION

INDEPENDENT EXAMINER: Mrs. Michelle Wylie  
PRODUCED FOR: Christian Associates Network SC036134  
TREASURER: Mike Kurtyka

### Introduction and Purpose

This note documents the independent financial examination produced in terms of Part 1 of the Office of the Scottish Charity Regulator's guidelines.

As independent examiner, I have undertaken an independent examination of the accounts of Christian Associates Network's financial books and note my processes and conclusions below.

The examination was not undertaken with the formal rigour of a financial audit that would be considered appropriate for a trading profit making organisation, but rather in the context of the rules for independent examination of a charity organisation with an annual gross income of less than £250,000.

I concluded that the processes for income and outgoings of Christian Associates Network were accurate and correct in terms of the random examination undertaken and that there appeared to be no unexplained entries or processes.

### Processes undertaken during the independent examination

1. I undertook a series of random inspections of various income and outgoing items of the charity in the presence of Mike Kurtyka, the Treasurer.
2. I examined a series of EXCEL spreadsheets recording expenditure items, which were split by month of entry and with relevant expenditure columns.
3. I requested to examine 2 items of expenditure by month, asked to see the receipts for these items and then the corresponding entry in the EXCEL sheet. These were all provided easily.
4. In addition, I examined a number of monthly bank statements to verify the size of turnover of the Charity – in order to verify that the annual gross income of less than £250,000. I concluded that gross income was less than this threshold by a substantial amount.
5. In addition, I verified that the banking statements tallied with the stated cash flow statements held in the EXCEL sheet.
6. I examined and was able to verify receipt for various expenditures in the banking statements, showing the corresponding withdrawal.
7. Upon sighting other receipts, I believe that it is reasonable to conclude that the approach to recording and paying expenditure is sound.
8. On the income side, Mike Kurtyka showed me a receipt for donations banked and a deposit receipt, which were likewise shown in the banking statements, and demonstrated satisfactorily that the recording of income was sound.

Mike Kurtyka indicated that there are two (2) UK bank accounts through which income and outcome was recorded, and to which I directed my examination. I have no reason to believe that there are other accounts which would cover separate payments, although Mike Kurtyka did indicate that there is a US\$ denominated account which is used to pay for overseas expenditure. This inclusion of this account would not breach the £250,000 limit.

### **Terms of Examination and Financial expertise of examiner**

The independent financial examination was undertaken in terms of Part 1 of the Office of the Scottish Charity Regulator's guidelines for a charity with a gross turnover of less than £250,000.

Qualifications: I have a degree in accounting and am a Chartered Accountant

Remuneration: I have not received any payment or made any contributions to the charity, and therefore have no pecuniary interest in its operations.

My residential address, should the Office of the Scottish Charity Regulator require details is:

40 Burlington Avenue Glasgow G12 0LH

### **Overall Conclusion**

I believe that the recording of revenue and expenditure for Christian Associates Network SC036134 is sound and reasonable, given the nature of the operations undertaken (Christian Ministry) and size of operations.

The conclusion above was made upon examination of the accounts in the presence of Mike Kurtyka, Treasurer.

*Michelle Wylie*

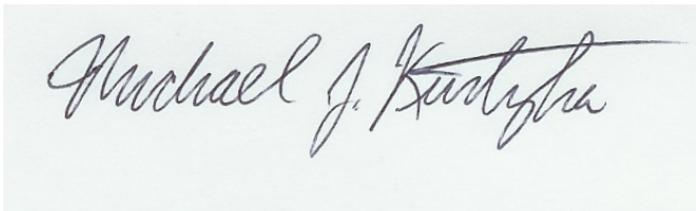
28/06/2022

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Mrs. Michelle Wylie

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Date



28/06/2022

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Mr. Michael Kurtyka

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Date