

ALPHABETICAL ORDER OF LEBANON

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, present their report with the accounts of the Charity, for the year ended 31 December 2023.

Objectives and activities

a. Objectives and activities

Alphabetical Order's purpose is to provide individuals in Lebanon, especially young people, from lower-income backgrounds with the education and the means to better their lives and improve the prospects of their families and communities. The charity grants tuition subsidies to school children, administers school development aid and manages education and poverty relief projects.

b. Public benefit statement

The Trustees of Alphabetical Order of Lebanon confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity.

c. Achievements and performance

In 2023 the charity has raised funds from corporate, associative and individual donors, and has subsidised the 2022-2023 academic year tuition fees of over 262 schoolchildren from lower-income families at four Lebanese schools located in Beirut, Mount Lebanon, Koura and Kesserwan.

d. Financial review (including reserves policy)

The results for the year are shown in the Statement of Financial Activities on page 5. There was a surplus of \$4527 in the year (31 December 2022: deficit of \$ 23,688). The Statement of Financial Activities shows income for the year of \$36,448 (2022: \$46,899) and expenditure of \$31,921 (2021: \$70,587).

The Trustees confirm that they have identified and reviewed the major risk to which the charity is exposed and have established systems to mitigate those risks, such as regular meetings of the Board of Trustees and the use of professional advisors where necessary. These include ensuring that the Board is appropriately fulfilling its responsibilities under the Companies Act 2006 and Charities Act 2011.

At 31 December 2023 the Charity held total funds of \$4,499 (2022: \$9,972) comprising the free reserves of the charity. Given that the Charity has few committed costs and that the majority of the expenditure is in relation to grants and donations which are made having considered the funds available to the Trustees, the Trustees are satisfied that the level of reserves is appropriate.

e. Structure, governance and management

The Charity is registered with the Charity Commission and is also a company limited by guarantee. The Memorandum and Articles of Association of the Company constitute the governing document. The governing body of the Charity is the Board of Trustees.

The Trustees are responsible for setting strategies and policies for the charity and for ensuring that these are implemented. During the year of these financial statements and the previous year the Charity did not employ any staff and the day to day management of the Charity was carried out by the Trustees. The Trustees are appointed by the trustees, per the Governing Document.

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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023**

(continued)

Reference and administrative details of the Charity, its trustees and advisers

Trustees	Michael Chidiac Dr Joseph Bahout Dr Marie-Anne Chidiac Dr Serge Yazigi Dr Fady Haddad Arz Murr
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Charity registered number	1194128
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Principal office	32 The Woodlands Esher Surrey KT10 8DB
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Independent examiner	Steven Harper HaysMac LLP 10 Queen Street Place London EC4R 1AG
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Company number	12373898
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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Statement of Trustees' responsibilities

The Trustees, who are also directors of the Charity for the purpose of the company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charity and of its income and application of resources, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees, who are also directors of the Charity for the purpose of the company law, are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Companies Act 2006 and the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees, who are also directors of the Charity for the purpose of the company law, on 21 December 2024 and signed on their behalf by:

Michael Chidiac

Michael Chidiac
Trustee

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INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2023

Independent Examiner's Report to the Trustees of Alphabetical Order of Lebanon ('the Charity')

I report to the charity Trustees (and its directors for the purposes of company law) on my examination of the accounts of the Charity for the year ended 31 December 2023.

Responsibilities and Basis of Report

As the Trustees (and its directors for the purposes of company law) of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act') and Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act, and section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the financial statements do not comply with the section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Steven Harper



Dated: 21 December 2024

CA (ICAS) DChA

HaysMac LLP
10 Queen Street Place
London
EC4R 1AG

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Restricted funds 2023 \$	Unrestricted funds 2023 \$	Total funds 2023 \$	Total funds 2022 \$
Income from:					
Donations and legacies	4	6,167	30,281	36,448	46,899
Total income		<u>6,167</u>	<u>30,281</u>	<u>36,448</u>	<u>46,899</u>
Expenditure on:					
Charitable activities	5	26,497	5,424	31,921	70,587
Total expenditure		<u>26,497</u>	<u>5,424</u>	<u>31,921</u>	<u>70,587</u>
Net (expenditure)/income		<u>(20,330)</u>	<u>24,857</u>	<u>4,527</u>	<u>(23,688)</u>
Transfers between funds	8	18,595	(18,595)	-	-
Net movement in funds		<u>(1,735)</u>	<u>6,262</u>	<u>4,527</u>	<u>(23,688)</u>
Reconciliation of funds:					
Total funds brought forward		7,651	2,321	9,972	33,660
Net movement in funds		(1,735)	6,262	4,527	(23,688)
Total funds carried forward		<u>5,916</u>	<u>8,583</u>	<u>14,499</u>	<u>9,972</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 8 to 15 form part of these financial statements.

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BALANCE SHEET
AS AT 31 DECEMBER 2023

	Note	2023 \$	2022 \$
Current assets			
Cash at bank and in hand		28,825	19,258
		<u>28,825</u>	<u>19,258</u>
Creditors: amounts falling due within one year	7	(14,326)	(9,286)
		<u>14,499</u>	<u>9,972</u>
Net current assets			
		<u>14,499</u>	<u>9,972</u>
Total net assets		<u>14,499</u>	<u>9,972</u>
Charity funds			
Restricted funds	8	5,916	7,651
Unrestricted funds			
General funds	8	8,583	2,321
		<u>8,583</u>	<u>2,321</u>
Total unrestricted funds	8	8,583	2,321
		<u>14,499</u>	<u>9,972</u>
Total funds		<u>14,499</u>	<u>9,972</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Michael Chidiac

Michael Chidiac

Trustee

Date: 21 December 2024

The notes on pages 8 to 15 form part of these financial statements.

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**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2023**

	2023 \$	2022 \$
Cash flows from operating activities		
Net cash used in operating activities (see note 8)	9,567	(15,310)
Change in cash and cash equivalents in the year	9,567	(15,310)
Cash and cash equivalents at the beginning of the year	19,258	34,568
Cash and cash equivalents at the end of the year	<u>28,825</u>	<u>19,258</u>

The notes on pages 8 to 15 form part of these financial statements

ALPHABETICAL ORDER OF LEBANON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Alphabetical Order of Lebanon meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

1.2 Going concern

During the year ended 31 December 2023 the charity made a surplus of \$4,527 (2022: deficit \$23,688) and had retained assets of \$14,499 (2022: \$9,972) as at that date. The financial statements have been prepared on a going concern basis, and the trustees are satisfied that they have not identified any material uncertainties in relation to this. The trustees note that the charity has few ongoing committed expense and that grants made vary depending on the funds available. The trustees have reviewed the charity's liabilities over the next 12 months and consider the organisation to be a going concern.

1.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

1.5 Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into dollars at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into dollars at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Statement of Financial Activities.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. Accounting policies (continued)

1.6 Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

1.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments.

1.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.10 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.11 VAT

The charity is not registered for VAT and expenses therefore include an element of irrecoverable VAT.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

3. Volunteers

The average number of volunteers during the year was 17 (2022: 17).

4. Income from donations

	Restricted funds 2023 \$	Unrestricted funds 2023 \$	Total funds 2023 \$
Donations	6,167	30,281	36,448

	Unrestricted funds 2022 \$	Total funds 2022 \$
Donations	46,899	46,899

5. Analysis of expenditure by activities

	Direct costs 2023 \$	Support costs 2023 \$	Total funds 2023 \$
Development costs	24,408	-	24,408
Operational	-	5,289	5,289
Donations	2,224	-	2,224
	26,632	5,289	31,921

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

5. Analysis of expenditure by activities (continued)

	Direct costs 2022 \$	Support costs 2022 \$	Total funds 2022 \$
Development costs	50,169	-	50,169
Operational	-	20,418	20,418
	<u>50,169</u>	<u>20,418</u>	<u>70,587</u>

Support costs comprise of:

	2023 \$	2022 \$
Audit and accountancy fees	5,040	7,972
Website and marketing	-	6,200
Bank charges	645	1,471
(Gain)/Loss on foreign exchange	<u>(396)</u>	<u>4,775</u>
	<u>5,289</u>	<u>20,418</u>

6. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - \$NIL).

During the year ended 31 December 2023, no Trustee expenses have been incurred (2022 - \$NIL).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

7. Creditors: Amounts falling due within one year

	2023	2022
	\$	\$
Trade creditors	5,040	-
Accruals	9,286	9,286
	<u>14,326</u>	<u>9,286</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

8. Statement of funds

Statement of funds - current year

	Balance at 1 January 2023 \$	Income \$	Expenditure \$	Transfers in/out \$	Balance at 31 December 2023 \$
Unrestricted funds					
General charitable funds	2,321	30,281	(5,424)	(18,595)	8,583
Restricted funds					
Lycee Emmanuel, Kfarchima	1,000	-	-	-	1,000
College del salle Kfaryachite	370	-	-	-	370
Cadmous College	1,285	-	-	-	1,285
Rosary Sister's School Maamrieh	315	272	-	-	587
Ecole Sainte Anne des Souers de Besancon	1,500	163	-	-	1,663
College Notre Dame du Mont Carmel	739	-	-	-	739
College Note dame de Nazareth	120	43	-	-	163
College des Freres Deddeh - Koura, Lebanon	-	1,168	(11,908)	10,740	-
College Notre-Dame Sahel- Alma, Sahel-Alma, Lebanon	-	4,358	(4,813)	455	-
École Saint Jean-Baptiste - Wadi Chahrour	-	-	(5,954)	5,954	-
College des Sœurs Antonines - Mar Doumit, Lebanon	-	109	-	-	109
Ecole Notre-Dame de la Paix, Dora, Beirut, Lebanon	-	54	(1,500)	1,446	-
Other restricted funds	2,322	-	(2,322)	-	-
	7,651	6,167	(26,497)	18,595	5,916
Total of funds	9,972	36,448	(31,921)	-	14,499

Restricted funds comprise of amounts raised in relation to specific educational organisations in Lebanon.

The Trustees and directors have decided to split out the restricted funds to display more meaningful information.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

8. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2022 \$	Income \$	Expenditure \$	Balance at 31 December 2022 \$
Unrestricted funds				
General charitable funds	24,829	29,282	(51,790)	2,321
Restricted funds				
Restricted funds	8,831	17,617	(18,797)	7,651
Total of funds	<u>33,660</u>	<u>46,899</u>	<u>(70,587)</u>	<u>9,972</u>

Restricted funds

The following restricted funds represent campaigns that support underprivileged children at the following educational organisations:

Lycee Emmanuel, Kfarchima

College del salle Kfaryachite

Cadmous College

Rosary Sister's School Maamrieh

Ecole Sainte Anne des Souers de Besancon

College Notre Dame du Mont Carmel

College Note dame de Nazareth

College des Freres Deddeh - Koura, Lebanon

College Notre-Dame Sahel-Alma, Sahel-Alma, Lebanon

École Saint Jean-Baptiste - Wadi Chahrour

College des Sœurs Antonines - Mar Doumit, Lebanon

Ecole Notre-Dame de la Paix, Dora, Beirut, Lebanon

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

9. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 \$	2022 \$
Net income/expenditure for the year (as per Statement of Financial Activities)	4,527	(23,688)
Adjustments for:		
Decrease in debtors	-	8,378
Increase in creditors	5,040	-
Net cash provided by/(used in) operating activities	9,567	(15,310)

10. Analysis of cash and cash equivalents

	2023 \$	2022 \$
Cash in hand	28,825	19,258

11. Analysis of changes in net debt

	At 1 January 2023 \$	Cash flows \$	At 31 December 2023 \$
Cash at bank and in hand	19,258	9,567	28,825

12. Related Party Note

During the period there were no related party transactions (2022: none), and there were no balances outstanding with any related parties, at the Balance sheet date (2022: none).