

# Land Surveyors Board Singapore

Annual Report 2011

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### 1 INTRODUCTION

- 1.1 The Land Surveyors Board ("the Board"), constituted under the Land Surveyors Act ("the Act") to provide for the registration of surveyors who provide survey services in Singapore, is the statutory body responsible for:
  - (a) setting and maintaining standards for registered surveyors,
  - (b) regulating and advancing the practice of land surveying in Singapore.

### 2 MEMBERS OF THE BOARD

2.1 The Board consists of the following Members:

President

Mr Soh Kheng Peng

[Appointed by the Minister under Section 4(2)(a)

with effect from 1 Jun 2011]

Members

Mr See Seng Guan

[Nominee of the Singapore Institute of Surveyors & Valuers ("SISV") and appointed by the Minister

under Section 4(2)(b) upto 31 May 2011]

Mr Lee Li Chuan

[Nominee of the SISV and appointed by the Minister under Section 4(2)(b) with effect from 1

Jun 2011]

Mr Loi Hwee Yong

[Nominee of the SISV and appointed by the Minister under Section 4(2)(b) with effect from 1

Jun 2011]

Mr Mak Weng Tat

[Nominee of the SISV and appointed by the

Minister under Section 4(2)(b) with effect from 1

Jun 2011]

- Dr Tor Yam Khoon
  [Appointed by the Minister under Section 4(2)(c)
  with effect from 1 Jun 2011]
- Mr Tan Choo Haw
   [Appointed by the Minister under Section 4(2)(c)
   upto 31 May 2011]
- Mr Tang Tuck Kim
   [Appointed by the Minister under Section 4(2)(c)
   with effect from 1 Jun 2011]
- Mr Lee Eng Soon
   [Appointed by the Minister under Section 4(2)(c)
   with effect from 1 Jun 2011]

## 3 FUNCTIONS OF THE BOARD

- 3.1 The principal functions of the Board as prescribed in the Act are:
  - (a) to register individuals as surveyors and administer a register of surveyors, practitioners, and licensees;
  - to hold examinations for the purpose of enabling persons to qualify for registration as registered surveyors;
  - (c) to oversee the professional learning, standards and conduct of all registered surveyors through the Act;
  - (d) to encourage practising surveyors to undertake appropriate education and relevant continuing professional development to maintain competency and professional knowledge and skills;
  - (e) to license corporations and partnerships which supply survey services in Singapore; and



(f) to investigate complaints against registered surveyors and take disciplinary action which may arise as a result of the investigation.

### 4 SECRETARIAT

4.1 The Board appointed Mr George Chuah as the Registrar, and Ms Janet Koh as the Assistant Registrar on a part-time basis.

# 5 MEETINGS

5.1 The Board held 10 meetings in 2011.

# 6 REGISTRATION

6.1 Registered Surveyors

As on 31 Dec 2011, there were 101 registered surveyors. Among them, 72 have practising certificates or are authorised to engage in survey work with 17 in Statutory Boards and institutions of higher learning and 55 practising in the private sector. The list of registered surveyors is at Appendix A.

# 7 PRACTISING CERTIFICATES

7.1 During the year, the Board issued 72 practising certificates to registered surveyors as listed in Appendix A. There were 2 less practitioners as compared with 2010.

# 8 LICENCE FOR MULTI-DISCIPLINE AND CORPORATE PRACTICE

8.1 During the year, the Board issued ten licences to corporations under Section 17 of the Act.

## 9 COMMITTEES

9.1 Examinations Committee



9.1.1 The 18<sup>th</sup> Examinations Committee that was appointed with effect from 3 Mar 2010 for a period of 2 years comprised the following members :

Chairman

Mr Loi Hwee Yong

Members

Mr Ong Wan Lye

[Nominee of the SISV]

Mr Lee Eng Soon

[Nominee of the SISV]

- 9.1.2 The Examinations Committee reviewed and moderated the Board examination papers for the August 2011 Examinations. The Committee also reviewed and revised the Instructions to Candidate and the Guidelines to Examiner for Practical Subjects.
- 9.2 <u>Committee for Review of LSB Directives on Engineering & Hydrographic Survey Practices</u>
- 9.2.1 The LSB Directives Review Committee comprised the following members:

Chairman

Mr Tan Choo Haw

Members

Mr See Seng Guan

Ms Chua Limin Clara

Dr Tor Yam Khoon

[Nominee of the SISV]

9.2.2 The Review Committee is expected to submit its recommendations to the Board by Dec 2012.

### 10 EXAMINATIONS

- 10.1 The Board conducted the written examination and practical examination in August 2011.
- 10.2 The results of the examinations were as follows:

Subject	Number of Candidates	Passed	Withdrawn / Absent	Failed
Written: Cadastral Law	3	1	1	1
Practical: (a) Land Lot Survey	2	1	1	0
(b) Strata Survey	1	1	0	0

10.3 During the year, 1 candidate fully completed the examinations prescribed by the Board.

# 11 REVIEW OF LAND SURVEYORS ACT

- 11.1 The Act and the following subsidiary Rules are under continuous review by the Board:
  - (a) Land Surveyors Rules
  - (b) Land Surveyors Board Rules
  - (c) Land Surveyors (Code of Professional Conduct and Ethics) Rules
  - (d) Land Surveyors (Investigation Committees) Rules
- The Act can be found at Singapore Statutes Online at <a href="http://statutes.agc.gov.sg/">http://statutes.agc.gov.sg/</a> and the entire set of statutes and subsidiary legislation of Singapore can be found at the LawNet web page at <a href="http://www.lawnet.com.sg">http://www.lawnet.com.sg</a>.

# 12 MEETING WITH OTHER SURVEYORS BOARDS

- The Board attended the 27<sup>th</sup> Joint Meeting of Land Surveyors Boards from 28 to 31 Jul 2011 in Miri, Sarawak. Delegates from the Land Surveyors Boards of Brunei, Malaysia, Sarawak, and Sabah attended the meeting.
- The gathering shared experiences and exchanged ideas in land surveying amongst the respective countries.



### 13 ASEAN FLAG

- 13.1 The Board's representative to the ASEAN FLAG Council for 2011 2013, Dr Tor Yam Khoon, attended the following meetings:
  - (a) Meeting of the Competent Authorities of the Framework Arrangement for the Mutual Recognition of Surveying Qualifications held on 23 May 2011 in Bandung, Indonesia.
  - (b) 44<sup>th</sup> Council Meeting held from 20-21 Oct 2011 in Bangkok, Thailand.

### 14 CONTINUING PROFESSIONAL DEVELOPMENT

- 14.1 The Board signed a new Memorandum of Understanding with SISV as its managing agent to administer and implement the Continuing Professional Development ("CPD") programme. A new CPD Accreditation Panel was also formed on a 3-year term with effect from 1 Apr 2011.
- 14.2 CPD Accreditation Panel:

Chairman - Mr Lee Li Chuan Members - Mr Tan Huck Jin

- Mr Lee Eng Soon

[Nominee of the SISV]

### 15 EDUCATION & PROFESSIONAL TRAINING

- One of the Board's primary functions is to promote learning and education in connection with the profession of cadastral surveying. To pursue this objective, the Board lends its support to the collaboration between SISV and the Building and Construction Authority ("BCA") Academy in launching the part-time Diploma in Geo-Spatial Information and Technology ["DGIT"] course.
- 15.2 The DGIT creates an excellent opportunity for graduates to venture into different aspects of the surveying services and begin or further advance their career in the surveying and geospatial profession.



# 16 PUBLIC AWARENESS

The Board undertakes public awareness activities to promote its existence and responsibilities to the public. The main vehicle for the Board's public awareness of its existence and activities is its website at www.minlaw.gov.sg/lsb.

### 17 COMPLAINT & DISCIPLINE

17.1 The Act enables the Board to investigate into written complaints on the professional conduct of registered surveyors. In dealing with complaints, the Board seeks to protect the public interest. During the year, the Board did not receive any complaint.

### 18 FINANCIAL REPORT

18.1 The Financial Statements of Accounts for the year ended 31 Dec 2011 is at Appendix B.

# 19 CONTACTING THE BOARD

19.1 You can contact us at:

Registrar c/o Singapore Land Authority 55 Newton Road #12-01 Revenue House Singapore 307987

Telephone : (65) 6478 3593 Facsimile : (65) 6323 9937

Email : mlaw\_lsb\_enquiry@mlaw.gov.sg Website : http://www.minlaw.gov.sg/lsb

ERED SURVEYOR	<u>S/N</u>	REGISTERED SURVEYOR
ee	*52	Loh Suat Yen
Teng	*53	Loi Hwee Yong
Cheng	54	Loi Poh Mun
Bin	*55	Low Lee Luang
Vui Christopher	56	Low Oon Song
Jeow Francis	*57	Maik Seck Hoe
k Onn	*58	Mak Weng Tat
i Teik	59	N Rameswaram
Ison	*60	Ng Kwok Khuan
(ok	*61	Ng See Yong
ng Eam	*62	Ong Ban Soon
g Guan	*63	Ong Kah Chai lan
n .	*64	Ong Lok Ping
Heng Kenny	*65	Ong Wan Lye
Kan	*66	
)	*67	Pang Choon Chew
Cheng		Paul James O'Connor
	*68	Peh Cheng Kiat
Chai	*69	Quah Kee Soo
lang	70	Quah Yong Lok
Cheh	*71	See Seng Guan
Lih	72	Soh Kheng Peng
Juan	*73	Suey Hueh King
hen Richard	*74	Tan Boon Teck
vee	*75	Tan Boong Ping
<mark>igzhi</mark>	*76	Tan Choo Haw
ut Eng	*77	Tan Chwee Hock Jimmy
ng Teik	*78	Tan Eng Fei
Soon Victor	*79	Tan Eng Liang
Sia	*80	Tan Gregory Verne
ng Swee	*81	Tan Huck Jin
ng Keong	*82	Tan Sek Leng
eng	83	Tan Siew Siong
Haw	84	Tan Teck Khiam
oon	85	Tan Tee Guan Derick
an	*86	Tang Tuck Kim
Kim Christopher	87	Teo Chong Chai Patrick
Soon	*88	Teo Hui Ying
Onn	*89	Teo Oon Hock
Weng	*90	Thiang Thian Kee
Weng		
	*91	Tiong Yong Kui
nong	*92	Toh Keng Yew
art .	*93	Toh Say Leong
ny	*94	Tor Yam Khoon
ian	95	Wee Kee Hock
vee	96	Wong Keng Chew
in	*97	Yap Chee Ming Andrew
n	98	Yeoh Joo Pheng
n l	99	Yip Wan Kee
eng	100	Yong Ser Joo
Hock	101	Yuen See Wah
	n eng	n 99 eng 100 Hock 101

<sup>\*</sup> with practising certificate

# Land Surveyors Board Singapore

**Financial Report** 

For the Year Ended 31 Dec 2011

FINANCIAL STATEMENTS

31ST DECEMBER 2011

TAN WEE TIN & CO. Certified Public Accountants

### STATEMENT OF THE BOARD

In the opinion of the Board,

- a) the accompanying financial statements set out on pages 3 to 10 are drawn up so as to give a true and fair view of the state of affairs of the Land Surveyors Board Singapore ("the Board") as at 31st December 2011 and of the results, changes in accumulated fund and cash flows of the Board for the financial year then ended.
- b) at the date of this statement, there are reasonable grounds to believe that the Board will be able to pay its debts as and when they fall due.

On behalf of the Board

SOH KHENG PENG PRESIDENT CHUAH KIAN SENG REGISTRAR

Dated: 12th March 2012

# TAN WEE TIN & CO.

Certified Public Accountants



1 Goldhill Plaza #03-39

Podium Block Singapore 308899

Email: twtco@singnet.com.sg

Telephone: (65) 63551366

Telefax: (65) 63551306

UEN: S90PF0432D

### LAND SURVEYORS BOARD SINGAPORE

# INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LAND SURVEYORS BOARD SINGAPORE

We have audited the accompanying financial statements of Land Surveyors Board Singapore which comprise the statement of financial position as at 31st December 2011, and the income and expenditure statement, statement of changes in accumulated fund and statement of cash flows for the financial year then ended, and a summary of significant accounting policies and other explanatory notes.

# Management Committee's Responsibility for the Financial Statements

The Management Committee is responsible for the preparation and fair presentation of these financial statements in accordance with the provisions of the Constitution of the Board and Singapore Financial Reporting Standards. This responsibility includes:-

- a) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- b) selecting and applying appropriate accounting policies; and
- c) making accounting estimates that are reasonable in the circumstances.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Singapore 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks 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 Committee, 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 of the Board are properly drawn up in accordance with the provisions of the Constitution of the Board and Singapore Financial Reporting Standards so as to give a true and fair view of the state of affairs of the Land Surveyors Board Singapore as at 31st December 2011 and of the results, changes in accumulated fund and cash flows of the Board for the financial year then ended on that date.

Singapore, 12th March 2012 L-002/fm TAN WEE TIN & CO. Certified Public Accountants



# STATEMENT OF FINANCIAL POSITION AS AT 31ST DECEMBER 2011

	Note	2011 S\$	2010 S\$
ASSETS		υψ	υψ
Current assets			
Other receivables Fixed deposits Cash and cash equivalents	3 4 4	3,339 250,225 23,510	3,114 204,120 56,683
TOTAL ASSETS		277,074	263,917
FUND AND LIABILITIES  Current liabilities			
Other payables and accruals Payable to Consolidated Fund	5 6	22,850 2,196	22,300 3,148
TOTAL LIABILITIES		25,046	25,448
Net assets		252,028	238,469
FUND			
Accumulated fund		252,028	238,469
TOTAL FUND		252,028	238,469
TOTAL FUND AND LIABILITIES		277,074	263,917

On behalf of the Board

SOH KHENG PENG PRESIDENT CHUAH KIAN SEÑG REGISTRAR

The accompanying notes form an integral part of the financial statements.

# STATEMENT OF CHANGES IN ACCUMULATED FUND

# FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2011

	Note	Accumulated Fund S\$	Total S\$
8			
Balance at 1st January 2011		238,469	238,469
Contribution to Consolidated Fund - Prior year contribution reversed - Current year	6	412 (2,196)	412 (2,196)
Total comprehensive income		15,343	15,343
Balance at 31st December 2011		252,028	252,028
Balance at 1st January 2010		227,400	227,400
Contribution to Consolidated Fund	6	(2,736)	(2,736)
Total comprehensive income		13,805	13,805
Balance at 31st December 2010		238,469	238,469

The accompanying notes form an integral part of the financial statements.

# INCOME AND EXPENDITURE STATEMENT

# FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2011

	2011 S\$	2010 S\$
INCOME		
Application and renewal fees for practising certificate Application for registration and certificate of registration fees	21,900 400	20,450
Examination fees	900	600
Fees for licensing of corporations	5,500	5,500
Fixed deposits interest	1,143	912
Joint projects with SISV	1,365	
LSB - DCSE Scholarship Corporate sponsorship	· · · · · · · · · · · · · · · · · · ·	20,000
Total income	31,208	47,862
Less: - EXPENDITURE		
Asean Flag Council Meeting	673	_
Auditors' remuneration	1,000	1,000
Conference expenses with other surveyors board	2,538	2,098
Examiners' fee	270	500
Expenses for board meetings	146	138
Expenses for other meetings	614	-
Honorarium	7,200	7,200
Insurance	2,675	2,675
LSB - DCSE Scholarship	-	20,000
Miscellaneous expenses	595	268
Postage and stamps	3	7 171
Printing and stationery	26 106	1/1
Subscription Transport	19	=
Total expenditure	15,865	34,057
Surplus for the year	15,343	13,805

The accompanying notes form an integral part of the financial statements.

# STATEMENT OF CASH FLOWS

# FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2011

	2011 S\$	2010 S\$
Cash flows from operating activities	a	
Surplus for the year	15,343	13,805
Adjustment for:-		
Fixed deposits interest	(1,143)	(912)
Operating cash flows before working capital changes	14,200	12,893
Changes in operating assets and liabilities		
Other receivables Other payables	(225) 550	500 1,400
Net cash generated from operating activities Consolidated fund paid	14,525 (2,736)	14,793
Net cash inflows from operating activities	11,789	14,793
Cash flows from investing activities		
Fixed deposits interest received	1,143	912
Net cash inflows from investing activities	1,143	912
Net increase in cash and cash equivalents	12,932	15,705
Cash and cash equivalents at beginning of the year	260,803	245,098
Cash and cash equivalents at end of the year (Note 4)	273,735	260,803

### NOTES TO THE FINANCIAL STATEMENTS - 31ST DECEMBER 2011

### GENERAL INFORMATION

a) The Board carries out its activities at:-

c/o Singapore Land Authority 55 Newton Road #12-01 Revenue House Singapore 307987

b) The principal activities of the Board as constituted under the Land Surveyors Act are to register and control land surveyors, conduct surveys and for matters connected therewith.

### 2. SIGNIFICANT ACCOUNTING POLICIES

### a) Basis of preparation

The financial statements are prepared in accordance with Singapore Financial Reporting Standards ("FRS").

The financial statements have been prepared on the historical cost basis except otherwise disclosed below.

The financial statements are presented in Singapore dollar (S\$) and all values are rounded to the nearest dollar.

The preparation of financial statements in conformity with FRS requires committee to exercise its judgement in the process of applying the Board's accounting policies. It also requires the use of accounting estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the financial year. Although these estimates are based on committee's best knowledge of current events and actions, actual results may ultimately differ from those estimates.

# Interpretations and amendments to published standards effective in 2011

On 1st January 2011, the Board adopted the new or amended FRS and Interpretations to FRS ("INT FRS") that are mandatory for application from that date. Changes to the Board's accounting policies have been made as required, in accordance with the relevant transitional provisions in the respective FRS and INT FRS.

The adoption of these new or amended FRS and INT FRS did not result in substantial changes to the Board's accounting policies and had no material effect on the amounts reported for the current or prior financial years.

### b) Recognition of income

Income from training programmes, annual subscription and interest on fixed deposits is recognised on an accrual basis. Entrance fees are recognised in full in the year in which the members are admitted.

### 2. SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

## c) Cash and cash equivalents

Cash and cash equivalents comprise of cash on hand, bank and demand deposits and other short-term highly liquid investments which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

### d) Funds

Fund balances restricted by outside sources are so indicated and are distinguished from unrestricted funds allocated to specific purposes if any by action of the Board. Externally restricted funds may only be utilised in accordance with the purpose established by the source of such funds and are in contrast with the unrestricted funds over which the Board retains full control of use in achieving any of its institutional purposes. There were no restricted funds at the end of the year.

# e) Foreign currency transactions and translation

The financial statements of the entity are presented in the currency of the primary economic environment in which the entity operates (its functional currency).

In preparing the financial statements of the Board, transactions in currencies other than the Board functional currency are recorded at the rates of exchange prevailing on the date of the transactions. At the end of the reporting period, monetary items denominated in foreign currencies are translated at the rates prevailing on the end of the reporting period. Non-monetary items carried at fair value that are denominated in foreign currencies are retranslated at the rates prevailing on the date when the fair value was determined. Non-monetary items that are measured in terms of historical cost in a foreign currency are not translated.

Exchange differences arising on the settlement of monetary items, and on retranslation of monetary items are included in income and expenditure statement for the year. Exchange differences arising on the retranslation of non-monetary items carried at fair value are included in income and expenditure statement for the year except for differences arising on the retranslation of non-monetary items in respect of which gains and losses are recognised directly in equity. For such non-monetary items, any exchange component of that gain or loss is also recognised directly in equity.

# f) Other receivables

Other receivables are initially measured at fair value, and subsequently measured at amortised cost, using the effective interest method, less allowance for impairment. An allowance for impairment of receivables is established when there is objective evidence that the Board will not be able to collect all amounts due according to the original term of the receivables. The amount of the allowance is the difference between the asset's carrying amount and the present value of the estimated cash flows discounted at the original effective interest rate. The amount of the allowance is recognised in the income and expenditure statement.

### g) Other payables

Other payables are initially measured at fair value, and subsequently measured at amortised cost, using the effective interest method.

# h) Functional and presentation currency

Items included in the financial statements of the Board are measured using the currency that best reflects the economic substance of the underlying events and circumstances relevant to the Board ("the functional currency"). The financial statements of the Board are presented in Singapore dollar, which is the functional and presentation currency of the Board.

260,803

# 3. OTHER RECEIVABLES

4.

	2011 S\$	2010 s\$
Interest receivables Prepaid insurance	1,110	885 2,229
	3,339	3,114
CASH AND CASH EQUIVALENTS		
	2011 8\$	2010 s\$
Cash on hand Cash at bank	50 23,460	144 56,539
Fixed deposit with financial institution	23,510 250,225	56,683 204,120

The fixed deposit is for tenure of 12 months (2010 : 12 months). Interest rate on the fixed deposit is 0.45% (2010 : 0.45%) per annum.

273,735

# 5. OTHER PAYABLES AND ACCRUALS

	2011 S\$	2010 s\$
Accruals Application for practising certificate fees	1,000	1,000
in advance	21,850	21,300
	22,850	22,300

# 6. CONSOLIDATED FUND

Under the statutory board contribution framework set out under Section 3(a) of the Statutory Corporations (Contributions to the Consolidated Fund) Act, all statutory boards generating accounting surplus are required to contribute 17% (2010: 17%) of accounting surplus to the Consolidated Fund annually.

	2011 S\$	2010 S\$
Balance at beginning of the year Reversal of prior year contribution	3,148 (412)	412
Contribution for current year	2,196	2,736
Payment during the year	(2,736)	=
Balance at end of the year	2,196	3,148

### 7. FINANCIAL RISKS MANAGEMENT

The principal risks from the Board's financial instruments are liquidity, interest rate and credit risks. The Board reviews and manages these risks as follows:-

a) Liquidity risk

The Board monitors and maintains a level of cash and cash equivalents deemed adequate by the management to finance the Board's operations and to mitigate the effects of fluctuation in cash flows.

b) Interest rate risk

The Board's exposure to changes in interest rates relates primarily to its fixed deposit. The Board reviews interest rate receivable regularly on maturity of the fixed deposits to ensure that it is not less than prevailing market rate.

c) Credit risk

The carrying amounts of bank balances represent the Board's maximum exposure to credit risk. The Board has minimal exposure to this risk. It placed its surplus fund with a licensed bank in Singapore.

d) Fair values

The carrying amounts of the financial assets and financial liabilities are approximate to their fair value.

### 8. AUTHORISATION OF FINANCIAL STATEMENTS

These financial statements were authorised for issue by the Board of Management Committee on 12th March 2012.