

Department of Finance and Accounts

At the end of all programs, there is a planned overall budget and according to that budget, the program is conducted. Allocating the budget for all the activities of the organization and calculating the allocated money expenditure, profit and loss calculation of income activities, daily expenditure calculation, and transaction management with the bank, daily accounting and many other tasks are performed by the accounting department.

The finance and accounting department of PROSHIKA is formed of a sincere combination of skilled, efficient staffs and managers. It is a skill-rich department. A total of nine staffs and managers work in this department. They carry out the day-to-day accounting, banking transactions and of the central office. This department compiles, analyzes, amends errors, corrects accounts, daily office expenses, program expenses, salaries and allowances, employee welfare fund accounts, annual income tax accounts and certificates of employees, which come from the development area every month on program implementation, income and expenditure reports. In addition, this department implemented all the work of accounting, including the payment of money owed to the employees. Besides, the employees of this department keep the accounts in the account book, keep the vouchers and do all the important calculations through the computer. They prepare monthly income-expenditure accounts and present them at monthly program progress evaluation meetings. This department compiles monthly, quarterly, half-yearly and annual accounts. PROSHIKA Chief Financial Officer heads the department. The work of this department is managed under his guidance and advice.

