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To the Governing committee of

## **International Catholic Migration Commission**

Geneva

### **Report of the Statutory Auditor on the Consolidated Financial Statements for the year 2018 in accordance with Swiss GAAP FER**

(for the year ended 31.12.2018)

June 11, 2019  
13281/21511402/1-1

## REPORT OF THE STATUTORY AUDITOR

To the Governing committee of International Catholic Migration Commission, Geneva

### Report of the Statutory Auditor on the Consolidated Financial Statements

As statutory auditor, we have audited the accompanying consolidated financial statements of International Catholic Migration Commission ("ICMC"), which comprise the consolidated statement of financial position as at December 31, 2018, and the consolidated statement of activities, the consolidated cash flow statement and notes to the consolidated financial statements for the year then ended.

#### Management's Responsibility

The management is responsible for the preparation of these consolidated financial statements in accordance with Swiss GAAP FER and the requirements of Swiss law. This responsibility includes designing, implementing and maintaining an internal control system relevant to the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error. Management is further responsible for selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Swiss law and Swiss Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control system relevant to the entity's preparation of the consolidated 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 system. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made, as well as evaluating the overall presentation of the consolidated 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 consolidated financial statements for the year ended December 31, 2018 give a true and fair view of the financial position, the results of operations and the cash flows in accordance with Swiss GAAP FER and comply with Swiss law and ICMC statutes.



#### **Other Matter**

The consolidated financial statements of ICMC for the year ended December 31, 2017, were audited by another auditor who expressed an unmodified opinion on those statements on May 24, 2018.

#### **Report on Other Legal Requirements**

We confirm that we meet the legal requirements on licensing according to the Auditor Oversight Act (AOA) and independence (article 728 Code of Obligations (CO)) and that there are no circumstances incompatible with our independence.

In accordance with article 728a para. 1 item 3 CO and Swiss Auditing Standard 890, we confirm that an internal control system exists, which has been designed for the preparation of consolidated financial statements according to the instructions of the management.

We recommend that the consolidated financial statements submitted to you be approved.

Geneva, June 11, 2019

BDO Ltd

Nigel Le Masurier  
Auditor in Charge  
Licensed Audit Expert

pp Olivier Griot  
  
Licensed Audit Expert

Enclosures  
Consolidated financial statements

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

As at December 31

(US\$ 000's )

	Note	2018	2017
<b><u>ASSETS</u></b>			
<b>Current assets</b>			
Cash and cash equivalents	2	8 562	12 961
Accounts receivable and prepayments	4	660	859
Due from US donors (finished projects)	5	17	31
Due from US donors (ongoing projects)	5	583	358
Due from other donors (finished projects)	5	1 002	1 092
Due from other donors (ongoing projects)	5	305	54
<b>Total Current assets</b>		<b>11 129</b>	<b>15 355</b>
<b>Non Current assets</b>			
Tangible fixed assets	6	133	145
<b>Total Non Current assets</b>		<b>133</b>	<b>145</b>
<b>TOTAL ASSETS</b>		<b>11 262</b>	<b>15 500</b>
<b><u>LIABILITIES AND NET ASSETS</u></b>			
<b>Current liabilities</b>			
Accounts payable and accruals	7	1 855	2 583
Provisions	8	2 633	2 458
Unexpended funds on-going programs	9	2 640	5 308
Due to other donors (finished projects)	9	371	260
Due to US Government (finished projects)	9	0	424
<b>Total Current liabilities</b>		<b>7 499</b>	<b>11 033</b>
<b>Long term liabilities</b>			
Long term liabilities	10	0	4
Subsidies - Fixed assets		2	10
<b>Total Long term liabilities</b>		<b>2</b>	<b>14</b>
<b>TOTAL LIABILITIES</b>		<b>7 501</b>	<b>11 047</b>
<b>Fund capital</b>			
Unallocated-designated (after proposed appropriations)			
Administration Reserve	11	1 349	1 349
General Reserve	11	1 909	2 511
Council Meeting funds	11	135	315
Restricted Reserve	11	837	181
Surplus/(Deficit) to be allocated	11	-470	97
<b>TOTAL NET ASSETS</b>		<b>3 760</b>	<b>4 453</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>		<b>11 262</b>	<b>15 500</b>

The accompanying notes are an integral part of these financial statements.

INTERNATIONAL CATHOLIC MIGRATION COMMISSION

CONSOLIDATED STATEMENT OF ACTIVITIES

Year ended December 31  
(US\$ 000's )

		2018			
		Unallocated	Allocated		TOTAL
			US Federal	Other	All
			Funds	Funds	Funds
<b><u>PUBLIC SUPPORT AND REVENUE</u></b>		Note			
<b>Public support :</b>					
US Government grants	13/15a	1 183	10 206		11 389
Other grants and contributions	12/15b	965		20 031	20 996
<b>Self funded projects :</b>					
Development working group				86	86
<b>Revenue :</b>					
National contributions	14	132			132
Private donations		1 735			1 735
Investment income	16	1			1
Foreign exchange gains					0
Miscellaneous	17	779			779
<b>Total public support and revenue</b>		<u>4 795</u>	<u>10 206</u>	<u>20 117</u>	<u>35 118</u>
<b><u>EXPENSES</u></b>					
<b>Management general</b>					
Personnel costs		3 089			3 089
Office expenses		423			423
Travel		108			108
Equipment and maintenance		140			140
Project/program development		66			66
External relations		66			66
Fund raising		1 130			1 130
Meetings (Governing Committee, General Assembly)		113			113
Training		20			20
Miscellaneous	18	38			38
Foreign exchange losses		72			72
<b>Programs</b>					
Funded by US Government	13		10 206		10 206
Funded by Europe	12			6 048	6 048
Funded by UN	12			10 509	10 509
Funded by Other donors	12			3 474	3 474
Self funded project				86	86
<b>Total expenses</b>		<u>5 265</u>	<u>10 206</u>	<u>20 117</u>	<u>35 587</u>
<b>Operating surplus for the year before</b>					
<b>Allocation from/to restricted funds</b>		<u>-470</u>	<u>0</u>	<u>0</u>	<u>-470</u>
<b>Allocation from/to Council meeting funds</b>					0
<b>Allocation from/to restricted funds</b>					0
<b>Surplus/(Deficit) after allocation from/to restricted funds</b>		<u>-470</u>	<u>0</u>	<u>0</u>	<u>-470</u>

The accompanying notes are an integral part of these financial statements.

2017			
Unallocated	Allocated US Federal Funds	Other Funds	TOTAL All Funds
1 424	12 124		13 548
919		20 851	21 770
		245	245
139			139
1 763			1 763
1			1
283			283
445			445
4 973	12 124	21 096	38 193
2 655			2 655
472			472
70			70
154			154
235			235
76			76
988			988
40			40
22			22
32			32
			0
	12 124		12 124
		4 757	4 757
		13 112	13 112
		2 982	2 982
		375	375
4 744	12 124	21 226	38 094
229	0	-130	99
-132			-132
		130	130
97	0	0	97

#### **PUBLIC SUPPORT AND REVENUE**

##### **Public support :**

US Government grants

Other grants and contributions

##### **Self funded projects :**

Development working group

##### **Revenue :**

National contributions

Private donations

Investment income

Foreign exchange gains

Miscellaneous

##### **Total public support and revenue**

#### **EXPENSES**

##### **Management general**

Personnel costs

Office expenses

Travel

Equipment and maintenance

Project/Program development

External relations

Fund raising

Meetings (Governing Committee, General Assembly)

Training

Miscellaneous

Foreign exchange losses

##### **Programs**

Funded by US

Funded by Europe

Funded by UN

Funded by Other donors

Self funded project

##### **Total expenses**

##### **Operating surplus for the year before**

##### **Allocation from/to restricted funds**

##### **Allocation from/to Council meeting funds**

##### **Allocation from/to restricted funds**

##### **Surplus/(Deficit) after allocation from/to restricted funds**

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## CONSOLIDATED STATEMENT OF CASH FLOW (total of all funds)

Year ended December 31

(US\$ 000's )

	2018	2017
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Operating surplus for the year	-470	97
Adjustments for		
- Depreciation	88	85
- Subsidies - Depreciation	-7	
- Provisions	175	577
- Provision to Council meeting fund	-180	150
- Restricted funds allocation	-43	
Operating surplus before changes in working capital	-437	909
(Increase)/Decrease in accounts receivable and prepayments	199	-103
(Increase)/Decrease in amounts due from US Donors (finished projects)	14	258
(Increase)/Decrease in amounts due from US Donors (on-going projects)	-225	-73
(Increase)/Decrease in amounts due from other Donors (finished projects)	90	-935
(Increase)/Decrease in amounts due from other Donors (on going projects)	-251	500
Increase/(Decrease) in accounts payable and accruals	-728	69
Increase/(Decrease) in amounts unexpended funds on-going programs	-2 668	502
Increase net in amounts due to other Donors (finished projects)	111	-978
Increase/(Decrease) in amounts due to US Government (finished projects)	-424	424
Allocation from/to restricted fund		-130
Allocation from/to council meeting fund		132
<b>Net cash provided by operating activities</b>	<b>-4 319</b>	<b>575</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Payments to acquire tangible fixed assets	-76	-62
<b>Net cash used in investing activities</b>	<b>-76</b>	<b>-62</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>New loan for tangible assets</b>	<b>-4</b>	<b>0</b>
Repayment of long term liabilities	0	-10
<b>Net cash used in financing activities</b>	<b>-4</b>	<b>-10</b>
<b>Net increase in cash and cash equivalents</b>	<b>-4 399</b>	<b>503</b>
Cash and cash equivalents at January 1	12 961	12 458
<b>Cash and cash equivalents at December 31</b>	<b>8 562</b>	<b>12 961</b>

The accompanying notes are an integral part of these financial statements.

## INTERNATIONAL CATHOLIC MIGRATION COMMISSION

### Notes to the Consolidated Financial Statements for the year ended December 31, 2018

#### **Note 1 : General Information**

International Catholic Migration Commission (ICMC) is a Swiss based organisation, and its consolidated financial statements are prepared applying the accounting principles of the Swiss GAAP FER and the presentation requirements of Swiss GAAP FER 21 “Accounting for charitable non-profit organisations” and Swiss law (see note 2.1). To enhance comparability for its Donors, ICMC presents its consolidated financial statements in US Dollars (“US\$”).

#### **Note 2 : Activity and summary of significant accounting policies**

##### **2.1 Activity and basis of presentation**

###### **Activity**

ICMC is a non-profit association based in Geneva, Switzerland and registered under section 60 ff of the Swiss Civil Code. ICMC’s main mission is the protection and assistance to refugees, migrants and displaced persons. Translating these principles into concrete actions, ICMC provides a wide range of resettlement, integration and repatriation assistance programs. The number of people employed by ICMC at December 31, 2018 approximates 41 International and 571 National Staff.

###### **Basis of presentation**

The consolidated financial statements have been prepared in accordance with the provisions of the Swiss GAAP FER 21 Accounting for Charitable non-profit organisations (“FER 21”). The consolidated financial statements include the accounts of ICMC Geneva, its branch offices and subsidiaries, ICMC Inc. and ICMC Europe. All inter-organizational balances and transactions have been eliminated in consolidation.

###### **Use of estimates in preparation of the financial statements**

The preparation of financial statements in conformity with the Swiss GAAP FER and FER 21 (re-enacted on 1 January 2017) requires the use of 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 amount of revenues and expenses during the reporting period. Although these estimates are based on management’s best knowledge of current events and actions, actual results ultimately may differ from those estimates.

###### **Statement of financial position**

The consolidated statement of financial position distinguishes between restricted and Unrestricted funds. Restricted net funds are those net assets received from third parties to implement projects. Unrestricted funds are those which are freely available and used for internally designated purposes.

###### **Statement of activities**

The consolidated statement of activities also distinguishes between Restricted and Unrestricted public support and revenue. Restricted use public support includes funds granted by the US Federal funds granted by US Government, and Other Grants and Projects. In addition, restricted use Funds include donations received the use of which is allocated to specific projects and/or time periods.



## INTERNATIONAL CATHOLIC MIGRATION COMMISSION

### Notes to the Consolidated Financial Statements for the year ended December 31, 2018

#### 2.2 Fixed assets

Tangible fixed assets purchased from Unrestricted use Funds are capitalised and depreciated in equal instalments over the projected useful life of the assets.

Tangible fixed assets purchased from Restricted use Funds are normally expensed in the consolidated statement of activities in the year of purchase. It is considered improbable that such expenditures will generate future economic benefit to ICMC due to the short-term nature of program contracts and the terms of most grant contracts where rights over residual program assets are vested with the grantors.

The estimated useful life of fixed assets is as follows:

Office equipment: Computers 3 years, Telephone system 7 years, Software 3 years, Printer and Photocopy machines 4 years, Office furniture: 7 years, Motor vehicles: 3 years.

#### 2.3. Foreign currency translation

ICMC's functional currency is the US\$. The main reasons for selecting the US\$ as the functional currency are that the largest part of received funds are in US\$ and the US\$ is the foreign currency that is most widely traded in the field.

Assets and liabilities denominated in currencies other than US\$ have been translated at the December 31, 2018 and 2017 rates of exchange per the *Wall Street Journal*. Public Support, Revenue and Expenses are translated into US\$ on a monthly basis using the month end exchange rates per the Wall Street Journal.

Exchange gains/losses resulting from the application of the accounting principles outlined above are credited/charged to the Statement of Activities.

#### 2.4 Revenue and expenditure recognition

Contributions, funds and grants are normally received as a result of a specific program solicitation or with donor-imposed restrictions and are normally subject to a contract that defines the programs and services that ICMC must undertake. Public support revenue is recognised over the duration of the contract in proportion to the achievement of the conditions attached to the contributions or grants.

National contributions from members are recognised as revenue on receipt in the year they are due. Unpaid contributions are not recognised if collection is uncertain.

Contributions, without donor-imposed restrictions, if any, are reported as unrestricted support and increases in unrestricted fund capital.

Contributions with donor-imposed restrictions, if any, are reported as restricted support unless these restrictions are met in the same reporting period.

Contributions are recognized as income once the related service has been provided and collection is deemed to be certain. Contributions, as a general rule, are measured at the fair value on the date received. For contributed services, the fair value may be determined based upon the fair value of services received or fair value of asset or asset enhancement resulting from the service.

Pledged amounts not yet received are recognised in the statement of activities when expenditures are incurred in advance of the receipt of funds and a contract has been signed with the grantor. Each program is based on conditions of realisation and/or improvement; hence the revenue is recognised when the funds are effectively transferred by the donor.

Interest income is recognised on an accrual basis and is presented as a component of investment income.

#### 2.5 Income taxes

ICMC is a not-for-profit association and is exempt from Swiss corporate income and capital taxes exemption granted by the Geneva Cantonal authorities. The latest exemption was received on the 9th September 2016 for an undefined period.

## INTERNATIONAL CATHOLIC MIGRATION COMMISSION

### Notes to the Consolidated Financial Statements for the year ended December 31, 2018

#### 2.6 Employee benefits

(i) Retirement benefit obligations - Secretariat employees in Switzerland

ICMC operates a Swiss pension scheme for all of its Secretariat employees in Geneva. The plan is a collective plan administered externally and it is funded based on annual premiums calculated by the external administrator of the multi-employers collective fund, in compliance with Swiss employee benefit legislation and the fund rules. The plan is accounted for as a defined contribution scheme under Swiss GAAP FER.

ICMC costs recognised in the financial statements under the Swiss law represent the annual employer's contribution to the plan for each employee, as no additional contribution will be supported by the organisation at the time of employee's retirement. At December 31, 2018, ICMC had made all requisite contributions for the 2018 plan year and there were no unfunded obligations with respect to this plan at year-end 2018.

(ii) Retirement benefit obligations - expatriate employees

In April 2007, a specific pension scheme was launched for all expatriate employees. Contributions are based on gross salary during the term of employment in the organization and no costs will be recognized in periods after the termination of service of the employees. The contributions are transferred to an external and independent insurance company that manages the funds in accordance with the policy agreed by the employees.

(iii) Other employee benefits

Certain employees are entitled to additional benefits that accrue based on the number of years of service. Such benefits are payable in full when the employee terminates his employment with ICMC or retires.

#### 2.7 Cash and cash equivalents

Cash and cash equivalents include petty cash and bank accounts.

#### 2.8 Accounting Standards

The Organisation follows the principles of the Swiss GAAP FER (and specifically Swiss GAAP FER 21), and the new Swiss financial reporting law which enters into force on the 1st January 2013 and was adopted by ICMC on January 1, 2015.

#### **Note 3 : Subsequent events and perspectives**

There were no subsequent events that would have a material impact on the financial statements. The Association anticipates that the level of activity for the coming year will decrease slightly due to the global environment.

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 4 : Accounts receivable and prepayments

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Receivables from partners	135	195
Receivables from third parties	185	185
Prepaid expenses	276	466
Advance to employees	14	13
	<b>660</b>	<b>859</b>

### Note 5 : Due from donors

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
- US Donors (finished projects)		
BPRM	<b>18</b>	<b>31</b>
- US Donors (ongoing projects)		
USAID	<b>583</b>	<b>358</b>
- Other Donors (finished projects)		
GFMD	153	46
Intersos/ECHO	0	611
DRC/ECHO	755	0
ECHO	0	287
IOM	0	26
Australia	0	106
OSF	0	7
SMA	41	9
COA Netherlands	46	0
EC	7	0
	<b>1,002</b>	<b>1,092</b>
- Other Donors (ongoing projects)		
ECHO	49	0
CIC	241	54
Others	15	0
	<b>305</b>	<b>54</b>

**INTERNATIONAL CATHOLIC MIGRATION COMMISSION**

**Notes to the Consolidated Financial Statements for the year ended December 31, 2018**

**Note 6 : Tangible fixed assets**

**Cost**

	<b>Office Equipment US\$ (000's)</b>	<b>Motor Vehicles US\$ (000's)</b>	<b>Total US\$ (000's)</b>
<b>At January 31, 2017</b>	<b>411</b>	<b>189</b>	<b>600</b>
Additions	62	0	62
Disposals	-38	0	-38
<b>At December 31, 2017</b>	<b>435</b>	<b>189</b>	<b>624</b>
Additions	15	61	76
Disposals	-37	0	-37
<b>At December 31, 2018</b>	<b>413</b>	<b>250</b>	<b>663</b>

**Accumulated depreciation**

<b>At January 1, 2017</b>	<b>313</b>	<b>119</b>	<b>432</b>
Charge for the year	50	35	85
Accumulated depreciation on disposals	-38	0	-38
<b>At December 31, 2017</b>	<b>325</b>	<b>154</b>	<b>479</b>
Charge for the year	49	39	88
Accumulated depreciation on disposals	-37	0	-37
<b>At December 31, 2018</b>	<b>337</b>	<b>193</b>	<b>530</b>
<b>Net Book value At December 31, 2018</b>	<b>76</b>	<b>57</b>	<b>133</b>
<b>Net Book value At December 31, 2017</b>	<b>110</b>	<b>35</b>	<b>145</b>

**Note 7 : Accounts payable and accruals**

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Social costs	1,140	1,103
Withholding tax	67	91
Payable to third parties	11	80
Accruals for project audit fees	99	29
Accruals for statutory audit fees	171	356
Accruals others	367	924
<b>Total Accounts payable and accruals</b>	<b>1,855</b>	<b>2,583</b>

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 8 : Provisions

	<u>2018</u>	<u>2017</u>
	US\$	US\$
	(000's)	(000's)
<b>Provision for other employee benefits</b>		
At January 1	2,238	1,611
Increase in liability (charged to Personnel costs)	896	1,092
Less paid out in year	-704	-465
	<u><b>2,430</b></u>	<u><b>2,238</b></u>

As the other employee benefits concern mainly severance and vacation accruals for the employees who worked on the programs in which the term is less than one year, this debt is considered as short-term debt.

	<u>2018</u>	<u>2017</u>
	US\$	US\$
	(000's)	(000's)
<b>Other provisions</b>		
At January 1	220	150
Increase in liability:		
Other	75	220
Internal transfer to Council meeting fund	0	-150
Paid out in the year:		
Other	-92	0
<b>At December 31</b>	<u><b>203</b></u>	<u><b>220</b></u>
<b>Total Provisions</b>	<u><b>2,633</b></u>	<u><b>2,458</b></u>

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 9 : Due to donors

	<u>2018</u>	<u>2017</u>
	US\$	US\$
	(000's)	(000's)
- Unexpended funds for ongoing projects		
BPRM	953	1,382
ECHO	0	3,094
Other European agencies	715	0
Swiss Government	0	170
UNOCHA	400	0
ICMC – Self funded projects	10	43
Other	238	418
Aurora Prize	300	0
Co-funding MADE	24	201
	<u>2,640</u>	<u>5,308</u>
- Other Donors (finished projects)		
UN bodies	349	260
Other	22	0
	<u>371</u>	<u>260</u>
- US Donors (finished projects)		
BPRM	0	424
	<u>0</u>	<u>424</u>

### Note 10 : Long term liabilities

	<u>2018</u>	<u>2017</u>
	US\$	US\$
	(000's)	(000's)
At January 1	4	8
Repayment during the year	-4	-4
	<u>0</u>	<u>4</u>

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 11 : Movements in unrestricted use fund balances

<u>US\$ (000's)</u>	<u>Administration Reserve</u>	<u>General Reserve</u>	<u>Council Meeting Funds</u>	<u>Restricted Reserve</u>	<u>Unallocated surplus/ (deficit)</u>	<u>Total</u>
<b>2017</b>						
<b>Balance at January 1, 2017</b>	1,349	2,083	33	0	739	4,204
Allocations to the reserve/funds	0	404	132	335	-739	132
Withdrawals from the reserve/funds	0	0	0	-130	0	-130
Transfers between reserve/funds	0	24	0	-24	0	0
Internal transfer from provisions	0	0	150	0	0	150
Operating surplus for the year	0	0	0	0	97	97
<b>Balance at December 31, 2017</b>	<b>1,349</b>	<b>2,511</b>	<b>315</b>	<b>181</b>	<b>97</b>	<b>4,453</b>
<b>2018</b>						
<b>Balance at January 1, 2018</b>	1,349	2,511	315	181	97	4,453
Allocations to the reserve/funds	0	97	0	0	-97	0
Withdrawals from the reserve/funds	0	0	-180	-43	0	-224
Transfers between reserve/funds	0	-700	0	700	0	0
Operating surplus for the year	0	0	0	0	-470	-470
<b>Balance at December 31, 2018</b>	<b>1,349</b>	<b>1,908</b>	<b>135</b>	<b>838</b>	<b>-470</b>	<b>3,760</b>

The purpose of the Administration Fund is to cover the minimum basic need to secure the continuity of the Organization headquarters function when the General Fund is endowed to secure the operational activities.

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 12 : Other grants and contributions

		<b>2018</b>	<b>2017</b>
		<b>US\$</b>	<b>US\$</b>
		<b>(000's)</b>	<b>(000's)</b>
UNHCR	Pakistan	289	436
	Greece	4,720	5,684
	Staff Deployment	5,479	6,874
	Malaysia	21	0
UNOCHA	Jordan	0	119
	European Commission (ECHO) Jordan	3,210	2,473
	European Commission (ECHO) Pakistan	1,975	1,720
	Europe	457	0
	European Union	406	230
	Swiss Government	260	17
	Turkish Government	0	61
	Others	856	826
	GIZ –GFMD	113	314
	Swiss Government –GFMD	151	193
	Several donors –GFMD	429	183
	CIC	1,665	1,721
<b>Total Restricted grants and contributions</b>		<b>20,031</b>	<b>20,851</b>
<b>Indirect expense recoveries (Note 15b)</b>		<b>965</b>	<b>919</b>
<b>Total all funds</b>		<b>20,996</b>	<b>21,770</b>

As at December 31, 2018, for current other grants and contributions programs (which are generally less than one year) the pledged amount still to be received from other donors was KUS\$ 1,527 (2017: KUS\$ 7,632).

### Note 13 : US Government grants

Funds have been granted by the US Government in respect of the following programs:

		<b>2018</b>	<b>2017</b>
		<b>US\$</b>	<b>US\$</b>
		<b>(000's)</b>	<b>(000's)</b>
BPRM	RSC-Middle East	6,045	8,046
	Humanitarian - Jordan	2,185	1,969
	Gender violence – Indonesia and Malaysia	448	417
	Humanitarian – Pakistan	0	278
USAID	Syria	1,528	1,414
<b>Total Restricted US Grants</b>		<b>10,206</b>	<b>12,124</b>
<b>Indirect expense recoveries (note 15a)</b>		<b>1,183</b>	<b>1,424</b>
<b>Total all funds</b>		<b>11,389</b>	<b>13,548</b>

As at December 31, 2018, for current US Government programs (which are generally less than one year) the pledged amount still to be received from the US Government was KUS\$ 3,705 and (2017 KUS\$ 10,369).



# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 14: National contributions

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Bishops Conference of Belgium	4	12
Bishops Conference of Australia - Archdiocese	4	3
Bishops Conference of Canada	4	4
Bishops Conference of Germany	4	3
Bishops Conference of Italy - Migrants	0	12
Bishops Conference of Austria	3	3
Bishops Conference of Switzerland	3	3
Bishops Conference of France - Pastorale des Migrants	0	4
Bishops Conference of USA - MRS	75	75
Bishops Conference of New Zealand	3	3
Bishops Conference Poland	3	0
Bishops Conference Spain	4	4
Bishops Conference of Korea	4	3
Bishops Conference of Ireland	3	3
Bishops Conference of Denmark	3	0
Bishops Conference of Malta	3	0
Others	12	7
	<b>132</b>	<b>139</b>

### Note 15a : Contributions - US Government grant

ICMC has recovered a portion of its indirect expenses as a grant from the US Government under the following programs:

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
<b><u>At predetermined recovery rate:</u></b>		
BPRM - RSC -Middle East	725	966
- Humanitarian - Jordan	262	236
- Gender violence - Indonesia and Malaysia	54	50
- Humnitarian – Pakistan	0	33
USAID - Syria	142	139
Sub-Total	1,183	1,424
<u>Adjustments previous rates</u>	0	0
	<b>1,183</b>	<b>1,424</b>

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### **Note 15b : Contributions - Other Grants**

ICMC has recovered a portion of its indirect expenses as a grant for basic infrastructure costs from other donors. These indirect expense recoveries are based on fixed rates that represent a percentage of total allowable expenditure. These were set at various rates for 2017 and 2018.

### **Note 16 : Investment income**

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Interest received on short term deposit	1	1
	<b>1</b>	<b>1</b>

### **Note 17 : Miscellaneous income**

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Rental income	24	33
Other unrestricted funding	649	389
Other	107	23
	<b>779</b>	<b>445</b>

### **Note 18 : Miscellaneous expenses**

	<b>2018</b>	<b>2017</b>
	<b>US\$</b>	<b>US\$</b>
	<b>(000's)</b>	<b>(000's)</b>
Contributions/Subscriptions to Voluntary Agencies	20	8
Other	18	12
	<b>38</b>	<b>20</b>

### **Note 19 : Related party transactions**

All inter-organizational balances and transactions have been eliminated in the consolidated financial statements. There were no transactions with those charged with governance.

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 20 : Financial instruments

ICMC does not enter into foreign currency exchange contracts and does not hold any off-balance sheet financial instruments.

#### 20.1 Credit risk

Financial assets that potentially subject ICMC to concentrations of credit risk consist of cash and cash equivalents, investments and receivables from grantors. Cash and cash equivalents are placed with high credit quality financial institutions, investments are only made in highly rated government or state debt and grant receivables are primarily due from the US Government or other large political institutions.

#### 20.2 Fair values

As at December 31, 2018 and 2017 the fair value of cash and cash equivalents, investments and other current assets and liabilities are not materially different from their carrying amounts.

#### 20.3 Foreign currency risk

Financial assets that potentially subject ICMC to concentrations of currency risk consist of cash and short-term deposits, investments and receivables from grantors in another currency than US\$. The current expenses incurred for HQ in Switzerland are paid in CHF whereas few CHF are received as income. In that situation the organisation is highly sensitive to the variation of US\$ and EUR against CHF. Foreign currency movements are continuously monitored by the organisation but currently there is no use of currency exchange contracts. An analysis of cash assets by currency is provided here:

	<u>Local</u> <u>currency</u> <u>(000)</u>	<u>Conversion</u> <u>rate</u> <u>31/12/18</u>	<u>USD</u> <u>(000)</u>		<u>Local</u> <u>currency</u> <u>(000)</u>	<u>Conversion</u> <u>rate</u> <u>31/12/17</u>	<u>USD</u> <u>(000)</u>
<b>Total petty cash</b>			<b>112</b>				<b>153</b>
Bank accounts							
USD	6,631	1.0000	6,631		9,507	1.0000	9,507
EUR	1,086	1.1467	1,245		1,331	1.2002	1,597
CHF	255	1.0187	260		1,017	1.0263	1,044
YTL	274	0.1891	52		235	0.2635	62
SYP	0	0.2020	0		0	0.2278	0
PKR	9,095	0.0072	66		27,735	0.0091	252
JOD	131	1.4124	185		237	1.4124	335
Other			11				11
<b>Total bank accounts</b>			<b>8,450</b>				<b>12,808</b>
<b>Total Cash and cash equivalents</b>			<b>8,562</b>				<b>12,961</b>

### Note 21: Headquarter lease agreement

From September 2007, ICMC signed a non-cancellable lease agreement until December 31, 2012. After this date, an automatic extension has been made on an annual basis. The annual rent was agreed at CHF 143,676 (approximately US\$ 147,451). As required by Swiss law, the annual amount of the rent will be revised from time to time. The cost for 2018 is CHF 154,296 (US\$ 158,083). The cost for the coming years is expected to be stable and in line with the 2018 cost.

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### Note 22: Headquarter- management remuneration

Directors and Heads of departments (five staff members) paid in Switzerland, received KUS\$835 (KCHF819), all together in 2018, in comparison of 2017 KUS\$745 (KCHF726). Governing Committee members did not receive any remuneration in 2018 (or 2017).

### Note 23: Scope of consolidation

<u>Entity</u>	<u>Based in</u>	<u>Legal status</u>	<u>Relation</u>	<u>Consolidated Method</u>	<u>Shareholder</u>	<u>%</u>
ICMC	Switzerland Geneva	Association	Parent entity	Full consolidation		
ICMC Europe	Belgium Brussels	Association	Affiliate entity	Full consolidation		
ICMC Greece	Greece Athens	Association	Branch	Full consolidation		
ICMC HK	Hong Kong	Ltd. Company Not for profit	Branch	Full consolidation		
ICMC Inc.	USA Washington- Boston	Corporation Not for profit	Affiliate entity	Full consolidation		
ICMC Jordan	Jordan Amman	Corporation Not for profit	Subsidiary	Full consolidation	Geneva	100
ICMC Lebanon	Lebanon Beirut	Association	Branch	Full consolidation		
ICMC Malaysia	Malaysia Kuala Lumpur	Association	Branch	Full consolidation		
ICMC Pakistan	Pakistan Islamabad	Association	Branch	Full consolidation		
ICMC Syria	Syria Damascus	Association	Branch	Full consolidation		
ICMC Turkey	Turkey Istanbul	Association	Branch	Full consolidation		

# INTERNATIONAL CATHOLIC MIGRATION COMMISSION

## Notes to the Consolidated Financial Statements for the year ended December 31, 2018

### **Note 24: Audit remuneration**

Fees for audit services in relation to the consolidated financial statements amount to CHF 171,000. There were no non-audit related services provided by the group auditors during the period.

### **Note 25: Key figures in Swiss Francs**

	<u>2018</u>	<u>2017</u>
	<b>CHF</b>	<b>CHF</b>
	<b>(000's)</b>	<b>(000's)</b>
<b><u>Balance Sheet:</u></b>		
Assets	11,055	15,103
Liabilities	7,363	10,764
Capital funds	3,692	4,339
<b><u>Profit and Loss account</u></b>		
Income	34,472	37,215
Expenses	<u>34,932</u>	<u>37,119</u>
Surplus	<b>-460</b>	<b>96</b>