



annual accounts 2020

International NGO Safety Organisation
at the Hague

date	18 June 2021
reference	21-482/SR

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To: members of the Board of Stichting International Ngo Safety Organisation
in The Hague, the Netherlands.

We have reviewed the accompanying financial statements of
Stichting International Ngo Safety Organisation in The Hague, that comprise the
balance sheet as at 31 December 2020, the statement of income and
expenditure for the year then ended and the notes, comprising a summary of the
accounting policies and other explanatory information.

Board's responsibility

The Board is responsible for the preparation and fair presentation of these
financial statements in accordance with the Guidelines for annual reporting 640
"Not-for-profit organisations" of the Dutch Accounting Standards Board.

Furthermore the Board is responsible for such internal control as it determines is
necessary to enable the preparation of the financial statements that are free from
material misstatement, whether due to fraud or error.

Accountant's responsibility

Our responsibility is to express a conclusion on the financial statements. We
conducted our review in accordance with Dutch law, including the Dutch
Standard 2400 'Engagements to Review Financial Statements'. This requires that
we comply with ethical requirements and that we plan and perform the review to
be able to conclude whether anything has come to our attention that causes us to
believe that the financial statements are not prepared in all material respects in
accordance with the applicable financial reporting framework.

A review of financial statements in accordance with the Dutch Standard 2400 is a
limited assurance engagement. The performed procedures consisted primarily of
making inquiries of board and others within the foundation, as appropriate,
applying analytical procedures and evaluating the evidence obtained.

The procedures performed in a review are substantially less than those
performed in an audit conducted in accordance with the Dutch Standards on
Auditing. Accordingly, we do not express an audit opinion.

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Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not give a true and fair view of the financial position of Stichting International Ngo Safety Organisation as at 31 December 2020 and of its result for the year then ended in accordance with the Guidelines for annual reporting 640 "Not-for-profit organisations" of the Dutch Accounting Standards Board.

Amsterdam, 18 June 2021

Dubois & Co. Registeraccountants

Valid Signed door G. Visser RA
op 18-06-2021

G. Visser RA



A. Board report

Legal and administrative information

Trustees	Mr Nicolas Lee Ms Sonia Di Mezza Ms Foluke Mogaji
Chief Executive	Mr Nicolas Lee
Registered office	Grote Marktstraat 43-C The Hague 2511 BH
Company registration number	73728489
Auditor	Dubois + Co Oranje Nassaulaan 1 Amsterdam 1075 AH
Principal Banker	ING BANK N.V. Amsterdam 1102 BW
Solicitors	Buren Johan de Wittlaan 15 The Hague 2517 RJ
Advisor	Jac's den Boer & Vink bv Provincialeweg 1A Haastrecht 2851 EA

Board's report

The Board of Stichting International NGO Safety Organisation (hereinafter "**INSO**") presents their annual report together with the financial statements for the year ended 31 December 2020.

INSO was incorporated on the 17 January 2019 and became the direct universal successor to a prior UK charity, International NGO Safety Organisation (hereinafter "**INSO UK**"), at midnight on 09 April 2019. The transfer was in accordance with a legal deed of transfer, and a resolution of the Board.

The financial statements have been prepared in accordance with the accounting policies of the organisation set out in page 16 and in compliance with the articles of incorporation, applicable law, and best practices.

Structure, governance, and management

INSO is a non-profit foundation (Stichting) duly registered with the Dutch Chamber of Commerce (KvK) under registration number 73728489 and headquartered in The Hague.

The Board members are the directors of the foundation and are appointed by the unanimous decision of the existing Board members. The articles of incorporation require not fewer than three (3) Board members at all times while there is no maximum specified.

Board members are required to declare and register their (conflicting) interests if any, and to read guidance on the role and responsibility as Board members.

Board members serve for three (3) years terms renewable once for a maximum of six (6) years. Board membership is individual and is not transferable on death or resignation.

The following persons served as Board members during the report period:

Board member	Appointed/Retired
Foluke Mogaji (Mrs)	17/01/2019
Sonia Di Mezza (Mrs)	17/01/2019
Mario Stephan (Mr)	17/01/2019 to 12/01/2020 (Retired)
Nicolas Lee (Mr)	17/01/2019

The Board meets at least two (2) times per year, which can occur in person or remotely via telephone, conference, or video conference. Members are expected to remain 'hands-on' and responsive to informal day-to-day communications outside of formal schedules.

Each Board member has taken responsibility for monitoring the activity of the charity and attention is paid to maintaining an appropriate mix of skills and experience within the Board.

Decision making within the Board is by majority vote of the eligible members and may be made orally in person or over VOIP or in writing including by email.

Throughout the year, Nicolas Lee who is a Board member, also served as the salaried Executive Director of the organisation, however neither he nor any other members received any remuneration in respect of their duties as Board members other than reimbursement of out-of-pocket travel expenses detailed in page 23 below.

No Board member had any beneficial interest in any contract with the organisation throughout the year.

Key management personnel

The key management personnel in charge of directing and controlling, running and operating the foundation on a day to day basis are the Executive Director, Director of Finance, Director of Human Resources, Director of Programmes, and the Director of Operations.

The remuneration of the Executive Director is set by the Board, and in setting the remuneration, the Executive Director himself is not involved. The remuneration of other key management personnel is established by the Compensation Committee and in accordance with the established HQ compensation policy.

None of the key personnel have any involvement in setting their own remuneration.

Objectives and activities

INSO is an international NGO dedicated to humanitarian safety.

The objectives, as stated in the articles of incorporation (Art 2.1), are:

- a) *the relief and development of people in need anywhere in the world who are the victims of conflict, natural disaster, insecurity or crisis;*
- b) *the welfare and safety of people involved in the provision of humanitarian and development aid anywhere in the world.*

In simpler terms, this means it is INSO's mission to help those who help others.

INSO accomplishes this by providing NGOs with a range of free products and services that support their ability to operate and deliver aid safely in high-risk environments.

These include:

- Information and analysis products to support situational awareness, operational planning, and strategic policy.
- Coordination services to improve inter-agency collaboration and response.
- Training and orientation services to build preparedness and resilience.
- Crisis management services to strengthen emergency response.

Our primary activity is to provide these services from offices located alongside NGOs in high-risk countries. We also provide more strategic analysis and data services to the policy level from our headquarters in The Hague.

Strategic report

Introduction

As noted above, INSO was formed as the successor to a previous UK charity (INSO UK), that had been operational since 2011, and assumed responsibility for its activity, finances, and personnel on 09 April 2019.

The fiscal year was changed with the transfer (from Jul/Jun to Jan/Dec) and the first FY period was extended to cover from date of incorporation to December 2020, making this the first report for INSO NL covering a 23.5-month period.

From 01 January 2021 onwards, FY reporting will revert to a normal 12-month cycle.

Achievements and performance

INSO's first fiscal year in the Netherlands proved to be a challenging one as the Covid-19 pandemic brought international and national travel to a standstill and imposed strict public health requirements in all countries of operation.

In response, throughout much of the FY our focus has been on the physical, mental, and emotional welfare of our personnel as we sought to help them navigate this unprecedented global crisis.

Despite the challenges however INSO managed to remain fully operational across all contexts providing vital services to NGOs who were themselves dealing with the challenges of delivering aid during a global pandemic.

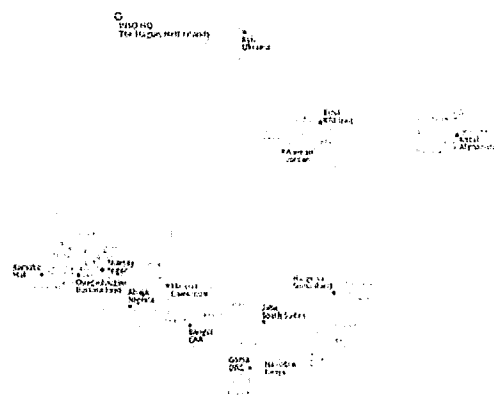
This report describes the accomplishments and performance of the organisation over this unusual period. INSO remains deeply grateful to for the extraordinary commitment and professionalism of its personnel worldwide.

1. Supporting humanitarian action in high-risk contexts

Throughout the reporting period, INSO continued to provide high-quality support to NGOs operating in 14 countries.

These include full platforms in **Afghanistan, Iraq, Syria** (including staff in Turkey, Lebanon, and Jordan), **Somalia, South Sudan, Central African Republic, Democratic Republic of Congo, Cameroon, Nigeria, Niger, Burkina Faso and Mali.**

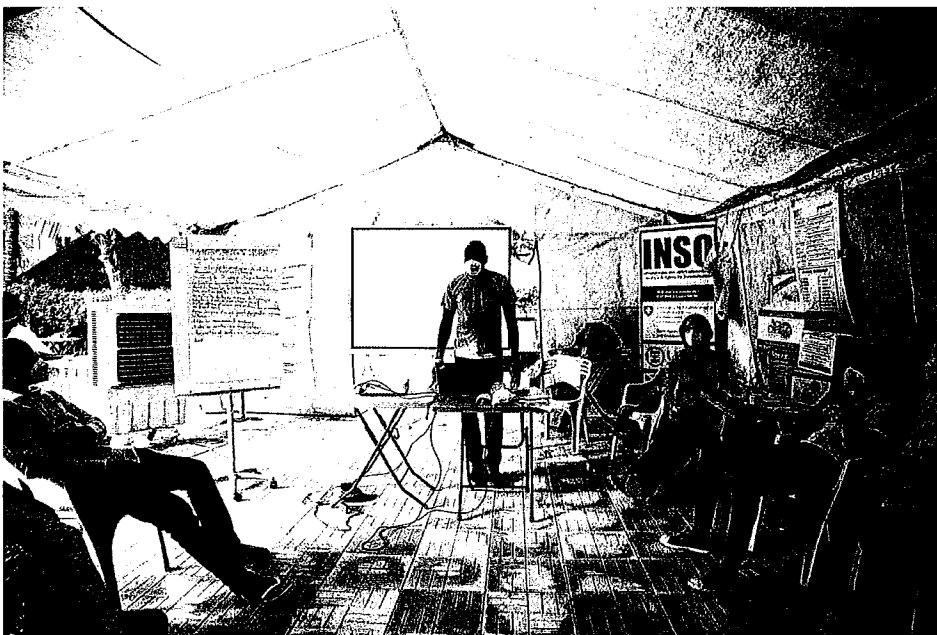
Smaller Monitoring Missions were maintained in **Ukraine and Kenya.**



Where we work, Dec 2020.

Due to the Covid-19 pandemic, no entirely new projects were opened during the fiscal year, however the period did see significant internal expansion of the projects in Burkina Faso and Niger as INSO responded to the growing complexity of the Sahel regional crisis.

The Sahel regional footprint alone now constitutes 14 field offices to meet areas of greatest humanitarian presence and needs, including seven in Mali, five in Burkina Faso and two in Niger.



INSO conducts field training for NGO staff in Mali, 2021.

Besides ongoing projects, INSO conducted several scoping missions for new projects throughout the year, at the request of NGOs operating in those countries.

These included **Haiti** (Jan 2020), **Mozambique** (Nov 2020) and **Libya** (Dec 2020) however none were able to be initiated due to the global travel restrictions.

The range of services provided to NGOs in these countries has been carefully designed and improved over a decade to support NGOs needs at the strategic, operational, and tactical levels of action.

Services include:

- 24/7 incident alerts to warn NGOs about current or emerging threats. This helps improve the safety of day-to-day movements.
- Detailed analytical reports of the wider conflict trends. These help NGOs with project strategy and design as well as throughout the implementation stage.
- Coordination meetings and safety roundtables that facilitate the inter-agency collaboration and information sharing that is so vital to collective safety.
- Data, graphs, and mapping products to identify and report on trends with simple but powerful visualizations.
- Orientations for newly arrived staff help them understand their new environment and access information and assistance sources.
- A wide variety of context specific training modules¹. Training helps NGOs build the capacity of their staff and improves the preparedness of the organisation.
- Crisis assistance to support NGOs through their tactical response to a serious incident like a kidnapping, attack, or medical emergency².
- Site Security Reviews and Security Policy Reviews to help NGOs with preparedness and response.
- Road & Area threat/risk assessments to facilitate humanitarian access and projects planning.

Besides the service outputs, INSO continued to work hard to **build and maintain the trusted relationships and networks** - with NGO partners, local communities, and other stakeholders - that are vital to our credibility and ensure NGOs receive only the most accurate and reliable information.



INSO staff discuss safety with local community leaders, DRC, 2021.

Throughout the year, INSO was also involved in directly **supporting several NGOs through serious incidents** including abductions and executions. While details must remain confidential, these were some of the most important and impactful actions of the year.

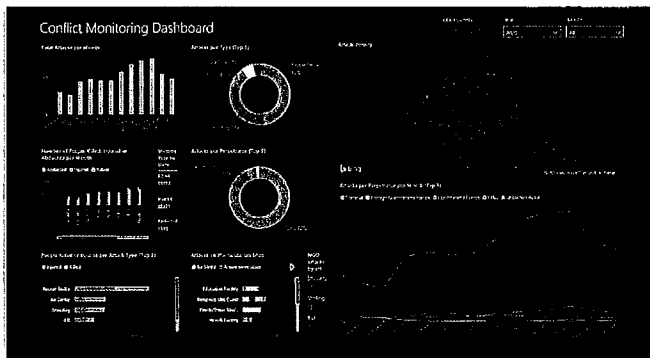
¹ Including NGO Security Management (Basic & Advanced), Hostile Environment Awareness (HEAT), Access Negotiations and First Aid Training.

² INSO's role is limited to advice and referral (access) towards the NGOs own response team. We try to avoid direct case management but sometimes it becomes necessary.

2. Supporting humanitarian strategy & policy

“The immense potential of INSO at the global level lies both in its people and the granular knowledge it holds by virtue of its sustained field presence in insecure locations.”

Greg Hansen, INSO Strategic Review, p.44 2019



Screenshot of **CHDC conflict dashboard**, 2020.

INSO aims to support humanitarian policy and strategy by improving the evidence base on which it relies and providing advanced analysis capacity.

Central to this, is the effort to create a globally standardised incident database which can help to track trends both within and between contexts.

INSO has created the **Conflict & Humanitarian Data Centre (CHDC)** for this purpose and,

after several years in development, this FY INSO completed its installation in to 12 of the 14 country offices. The final two are expected by mid-2021 after which the application will be opened for use to partners.

The CHDC solves one of the last remaining problems in humanitarian safety, being that of access to timely, reliable, and consistent data on violence against NGOs and on the contexts in which it occurs.

At a recent high-level UN discussion series, several States noted the value of CHDC in this regard, while France and Germany launched the [IHL Call for Action](#) that calls on states to support the systemic “collection, analysis and documentation” of instances of harm to aid workers in armed conflicts.

After consolidating in the Hague, this FY also saw the **first expansion of the new global analysis team**. This team -which includes analysts, GIS, and data visualization specialists- provides a range of products and services intended to support policy and strategy development at NGOs headquarters.

Throughout the FY these included:

- *World Alert* - a daily digest of all Threat Alerts sent across all countries that day. World Alert allows busy global security staff to review all alerts in one email format.
- *Key Data Dashboard* - an online and interactive dashboard of key NGO safety data (incidents, deaths, injuries etc) for each country INSO covers. The dashboard provides reliable global data for advocacy, research and policy planning.
- *Quarterly Safety & Access Review (SAR)* - A high level data and analysis report, summarizing key trends and conclusions from the country level quarterly reports. The SAR combines advanced mapping and data analysis with field-led narrative to provide a compelling evidentiary base for humanitarian action.
- *Monthly NGO Incident Review* - A complement to the Key Data Dashboard, the report summarizes and analyses the NGO incidents over the period and highlights trends and priority recommended practices.
- *Thematic and Topical Reports* - Specialized reports on topics of collective concern to help inform community debate and response. FY reports have included the use of BBIEDs in Nigeria, an assessment of the impact of Islamic State online statements regarding humanitarians as targets and a special 6 edition report in 2020 on the impact of Covid-19 on the underlying conflict across the 14 countries INSO operates.

While still in the early stages, the team also started some outreach to academic institutions to support research and discourse on the topic of humanitarian safety as well as engaging with several UN and state level entities on related initiatives.

3. Growing our global membership and mitigating the risks of localisation

INSO remained the largest NGO safety body globally, with 1,053 unique³ partners registered, up from 939 at the end of INSO UK in 2019.

Self-reported figures suggest they collectively employ more than **252,000 individual aid workers** who can be taken as the direct beneficiaries of INSO services.



NGO partners at an INSO briefing, Kenya, 2020.

Approximately 90% of partners are NGOs, with the balance being UN agencies, Red Cross entities including the ICRC, IFRC and National Societies, and humanitarian donor representatives including ECHO and SDC.

³ An NGO is only counted once in this figure even if they are registered with INSO in 14 separate countries.

INSO's partners span the relief to development spectrum and work across all clusters of response including in health, education, livelihoods, nutrition, food security, WASH, shelter, and protection.

While there is no authoritative count of how many NGOs exist globally, INSO believes it supports more than 90% of the main operational NGOs in any of the contexts INSO operates.

Importantly, INSO remains **the only support available to local NGOs** ("LNGOs") with close to 40% of its partners falling in this category.

While the 'localisation' agenda adopted at the UN led World Humanitarian Summit in 2016 is focussed on increasing the role of LNGOs in the planning and delivery of aid, the reality is they often lack the resources and support necessary to do so safely.

By ensuring that LNGOs have the same access to our services as their international counterparts, INSO helps to level the risk management playing field and helps mitigate some of the risks inherent in the localisation agenda.



Local NGO worker at an INSO training, Mali, 2021.

4. Developing INSO as a reliable global resource

With many organisations relying on INSO for timely support in some of the world's most dangerous places, maintaining a robust organisational core has remained at the forefront of the efforts.

This FY saw several important and significant developments in that area, including:

- INSO completed the complex legal and operational transition from the UK to the Netherlands. This included the transition of all ongoing grants and importantly the transfer of the ECHO Framework Partnership Agreement (FPA) between the two entities, keeping INSO eligible for EC funding.
- INSO identified and equipped our new global Headquarters in The Hague, but unfortunately the ongoing lockdown measures in that city have prevented us from occupying it so far.
- INSO convened a second annual donor conference (Hague 2019) which resulted in Canada, Norway and Switzerland joining the UK, Germany, and the Netherlands in INSO's core funding consortium. This brings diversity and stability to INSO's core funding requirements while minimizing the burden on any individual donor.
- INSO undertook several organisational restructuring initiatives and recruited new personnel to further strengthen our governance and risk management capacity. This included, (re)establishing an independent Human Resources Department to meet our ever-growing needs in this field.
- INSO invested in adapting policies and practices to accommodate the new realities of working during the pandemic, primarily focussing on staff welfare but also on operational continuity.
- INSO improved our organisational communications with new personnel and initiatives to capture and communicate our impact, including getting started on a major new website relaunch.



INSO's new offices in the Hague.

Despite the usual complexity of the period then, INSO has succeeded in both stabilising after the transition from UK to NL and in developing new capacities that will help INSO continue to deliver on its mission in the years to come.

Risk Management

The Board members have assessed the major risks to which the organisation is exposed, particularly those related to the specific activities in high-risk countries.

These have been documented, along with the relevant mitigation measures in the organisational risk register which is periodically reviewed by the Board and senior management personnel.

The highest risks identified by the Board remain the same as in previous years and include:

- The risk of death or injury, including mental and emotional harm, to employees based in high-risk locations.
- Damage to operations and reputation through inability to recruit and deploy sufficiently qualified staff.
- Breach of compliance, and damage to operations and reputation through lack of sufficient core funding to maintain good governance and effective risk management.
- Breach of compliance, financial and reputational damage through inadequate internal controls, fraud, and corruption.
- Reputational, operational, funding and compliance damage resulting from unethical behaviour, breaches of the code of conduct and safeguarding policies.
- Disruption to operations, damage to reputation, winding up of programming through an inability to attract or retain sufficient donor funding for our activities.

The Board members believe that by regularly reviewing risk and maintaining effective risk management measures, the risk faced by INSO can be significantly reduced.

Investment policy

INSO has no active investments by the end of the FY.

Financial review

The statement of the financial activities shows a total of income of € 37,159,985 and expenditure of € 36,388,461 and € 80,441 on financial activities, amounting a surplus of funds € 691,083 for the year.

The restricted funds on 31 December 2020 are nil.

As a result of funds transfer from INSO UK on the 9th of April 2019, the reserves of the charity at the year-end were in surplus by € 2,562,198.

Reserves policy and going concern

Reserves are an important part of careful financial management as they build the organisation's resilience to both known and unexpected shortfalls of funds. Setting the reserves level too low can signal financial instability or create concern that the trustees are not responsibly planning for unforeseen expenses. Setting the reserves level too high ties up funds that could be used to advance the charity's objectives. The level of reserves is based on specifically identifiable needs relevant to the charity. In light of the developments during this financial year, the trustees have examined the need for reserves and determined that the level of reserves should be maintained to € 2,500,000 for the coming fiscal year to allow the organisation to cover:

- temporary shortfalls in income resulting from donor pre-financing restrictions;
- disallowable/ineligible cost including loss on foreign exchange; and
- winding up costs, and amounts reserved for ongoing legal procedures
- organizational changes, expansions and performances costs

The trustees are satisfied that the level of reserves is appropriate to meet the identified needs.

At the year end, the reserves were in total € 2,562,198. The target was set at € 2,500,000 and thus was exceeded by € 32,650 after deducting € 29,548 for tangible assets. The trustees are satisfied that the level of reserve (€ 2,500,000) remains appropriate to meet the identified needs and so the excess will be allocated towards performance plans for future periods, including for development of new field projects.

Plan for future periods

Having successfully reestablished itself in Europe, INSO moves in to 2021 in a strong position with some clear priorities already defined:

- Continue to prioritize staff and partner welfare as the Covid-19 pandemic endures.
- Continue to operate INSO's existing field projects while keeping their quality and relevance under constant review.
- Get started on the new field projects that have already been approved while remaining responsive to NGO requests for INSO presence in new areas.
- Open access to INSO's Conflict & Humanitarian Data Centre to its NGO partners and donors.
- Launch an expanded range of services from the global analysis unit and widen its network with relevant policy, research, and academic bodies.
- Continue to engage donors in a strategic dialogue on INSO and maintain a dedicated consortium of core funders.
- Recruit additional Board members and personnel to support ongoing organisational growth and development.
- Fully open our new Hague office and continue efforts to make it a centre of excellence for humanitarian safety.

This report is approved by the Board members and signed on their behalf by:


 Sonia Di Mezza
 Trustee & Chair
 Approved by the trustees on: 18 June 2021

A. Balance sheet

<u>Ref.</u>		<u>31-12-2020</u>
		€
	ASSETS	
	Fixed assets	
1.	- Tangible fixed assets	<u>29,548</u>
	Total fixed assets	<u>29,548</u>
	Current assets	
2.	- Receivables	1,925,629
3.	- Cash and cash equivalents	<u>6,016,501</u>
	Total current assets	<u>7,942,130</u>
	Total assets	<u><u>7,971,678</u></u>
	LIABILITIES	
	Reserves and funds	
4.	- Reserves	<u>2,562,198</u>
	Total reserves and funds	<u>2,562,198</u>
5.	Short-term liabilities	<u>5,409,480</u>
	Total liabilities	<u><u>7,971,678</u></u>

B. Statement of income and expenditure

<u>Ref.</u>	Realisation 17-01-2019 up to 31-12-2020
	€
<u>Income</u>	
6.	Grant income 37,120,895
	Income from sale of donated assets 1,323
	Other income <u>37,767</u>
	Total income <u>37,159,985</u>
<u>Expenditure</u>	
7.	Restricted expenditure on charitable activities 34,649,149
8.	Unrestricted expenditure on charitable activities <u>1,739,312</u>
	Total expenditure <u>36,388,461</u>
	Balance of income and expenditure before financial income and expenditure 771,524
9.	Financial income and expenditure <u>-80,441</u>
	Balance income and expenditure <u><u>691,083</u></u>

C. Cash flow statement

	17-01-2019 up to 31-12-2020	
	€	€
<u>Cash flow from operating activities</u>		
Result	691,083	
Depreciations	<u>501</u>	
		691,584
Mutations in work capital:		
- Receivables	-1,925,629	
- Funds received from INSO UK	1,871,115	
- Short-term liabilities	<u>5,409,480</u>	
Total mutations in work capital		<u>5,354,966</u>
Total cash flow from operating activities		6,046,550
<u>Cash flows used in investing activities</u>		
Purchases	-30,049	
Desinvestments	<u>0</u>	
Total cash flows used in investing activities		-30,049
<u>Cash flows used in financing activities</u>		
Decrease in debt	0	
Other long term liabilities	<u>0</u>	
Total cash flows used in financing activities		<u>0</u>
Net increase in cash and cash equivalents		<u>6,016,501</u>
Cash and cash equivalents at year end		6,016,501
Cash and cash equivalents at beginning of period		<u>0</u>
Changes in cash and cash equivalents		<u>6,016,501</u>

D. Accounting principles

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

General information

The reporting entity, Stichting International NGO Safety Organisation (INSO), was founded on 18 January 2019. It has its registered office in The Hague, and is registered at the Dutch chamber of commerce under registration number 73728489.

The objectives of the foundation are: *"the relief and development of people in need anywhere in the world who are victims of conflict, natural disaster, insecurity or crisis and the welfare"* and *"safety of people involved in the provision of humanitarian and development aid anywhere in the world."*

Going concern

The accounting policies within the financial statements are based on the assumption that INSO will be able to continue as a going concern.

Basis of preparation

The accounts have been prepared under the historical costs convention with items recognised at costs or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

This presentation of the financial statements is in accordance with Dutch Accounting Standard Board's Guideline for Annual Reporting RJ640 for not-for-profit organisations.

Currency

The accounts are presented in euros. Transactions denominated in foreign currencies conducted during the reporting period are recognised in the annual accounts at the rate of exchange on the transaction date. Any resulting exchange differences are recognised through income and expenditure.

Assets and liabilities in foreign currencies are translated into Euro at the rates of exchange ruling at the balance sheet date.

Comparative figures

The reporting period is the first financial period of the foundation. Therefore there are no comparative figures to present.

Fixed assets

These are shown at historical cost. Assets purchased from unrestricted funding costing more than € 500 and with an expected useful life exceeding one year are capitalised. If assets are purchased from restricted funding, then the costs are presented as restricted expenditure for the full amount and directly charged to the donor. Depreciation and amortisation are calculated based upon these assets according to the straight line method on the expected useful economic life of the class of asset concerned. For vehicles, the economic life is set at 5 years, resulting in a 20% depreciation rate. If there is deemed to be a permanent diminution in the value of an asset, the appropriate value adjustment is made.

Receivables

Receivables are stated at face value with a net of provisions for doubtful debts where necessary.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of 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. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured and the income is probable.

Grant income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be expended in the future accounting period. Where funding is provided to deliver the INSO programme for a time period that continues beyond the year end, this amounts to a condition before becoming entitled to the funds and unspent funds are deferred into the following financial period.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment 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 includes any attributable VAT which cannot be recovered.

All expenditure are accounted for on an accruals basis.

OTHER INFORMATION

Allocation of results

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's charitable projects.

The result has been allocated to the reserves in advance of discussion of the meeting of the Supervisory Board.

Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged on a straight-line basis over the lease term.

Taxation

The International NGO Safety Organisation is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

The charity is unable to reclaim any VAT suffered on expenditure incurred.

E. Notes to the balance sheet

ASSETS

1. Tangible fixed assets

	<u>Vehicles</u>	<u>Total</u>
	€	€
Opening balance	0	0
Investments	30,049	30,049
Minus: depreciation	-501	-501
Minus: desinvestments	<u>0</u>	<u>0</u>
Net book value per 31 December 2020	<u>29,548</u>	<u>29,548</u>
Accumulated investments	30,049	30,049
Minus: accumulated depreciations per 31 December 2020	<u>-501</u>	<u>-501</u>
Net book value per 31 December 2020	<u>29,548</u>	<u>29,548</u>
		<u>31-12-2020</u>
		€

2. Receivables

Grants	1,202,251
Prepayments & stocks	478,386
Supplier Advances	109,972
Deposits	102,452
Employee advances	11,685
Other receivables	<u>20,883</u>
Total receivables	<u>1,925,629</u>

31-12-2020

€

- Grants

European Community Humanitarian Aid office	941,210
Foreign, Commonwealth & Development Office	120,925
Swiss Agency for Development and Cooperation	75,942
USAID's Bureau for Humanitarian Assistance	<u>64,174</u>
Total grants & restricted funds	<u><u>1,202,251</u></u>

3. Cash and cash equivalents

Bank accounts of head office	5,520,109
Bank accounts in foreign countries	431,756
Petty cash	58,860
Credit card	<u>5,776</u>
Total cash and cash equivalents	<u><u>6,016,501</u></u>

The cash and cash equivalents can be withdrawn upon demand and are deposited in 5 current accounts in the Netherlands and 51 current accounts abroad in various currencies.

LIABILITIES

4. Reserves

Balance 1 January	0
Balance received from INSO UK	1,871,115
Allocation net income and expenditure	<u>691,083</u>
Net mutation	<u>2,562,198</u>
Balance 31 December	<u><u>2,562,198</u></u>

The reserves are at free disposal to the Board of Trustees. The reserve is € 2,562,198 at year end. The reserve policy is reviewed and updated annually after approval of the annual accounts. The current reserve policy is to maintain a level of reserves of € 2,500,000.

	<u>31-12-2020</u>
	€
5. <u>Short-term liabilities</u>	
Grants (received in advance)	3,887,018
Taxes & social contributions	551,904
Provision accrued leave employees	547,259
Other employee obligations	195,520
Suppliers	151,225
Employee net salaries	61,777
Other short-term liabilities	<u>14,777</u>
Total short-term liabilities	<u><u>5,409,480</u></u>
- Grants (received in advance)	
Swiss Agency for Development and Cooperation	1,374,149
European Community Humanitarian Aid office	694,593
Swedish International Development Cooperation Agency	576,835
Royal Ministry of Foreign Affairs the Netherlands	305,844
Canadian Department of Foreign Affairs, Trade and Development	300,313
Royal Ministry of Foreign Affairs of Norway	282,478
USAID's Bureau for Humanitarian Assistance	232,057
Foreign, Commonwealth & Development Office	<u>120,749</u>
Total grants (received in advance)	<u><u>3,887,018</u></u>

RIGHTS AND OBLIGATIONS NOT INCLUDED IN THE BALANCE SHEET

Contingent liabilities

INSO has multiple annual lease commitments on land and buildings (HQ and local offices). The total commitments are € 883,383 expiring within one year and € 594,775 expiring within two and five years. An overview of the lease contracts per region is indicated in appendix "4. Overview of lease commitments". All lease contracts are operational lease contracts with a termination notice period between 1 to 12 months.

Post balance sheet events

There have been no significant events post balance date which would materially affect the annual accounts.

F. Notes to the statement of income and expenditure

	Realisation 17-01-2019 up to 31-12-2020
	€
INCOME	
6. <u>Grant income</u>	
European Community Humanitarian Aid office	12,418,049
USAID's Bureau for Humanitarian Assistance	10,043,863
Swiss Agency for Development and Cooperation	5,185,524
Foreign, Commonwealth & Development Office	3,547,190
German Ministry of Foreign Affairs	2,660,767
Ministry of Foreign Affairs of Netherlands	971,383
Canadian Department of Foreign Affairs, Trade and Development	885,895
Royal Ministry of Foreign Affairs of Norway	590,586
United Nations Offices for the Coordination of Humanitarian Affairs	409,697
Le Gouvernement du Grand-Duché du Luxembourg	400,000
Swedish International Development Cooperation Agency	7,941
Total grant income *	<u>37,120,895 **</u>
<p>* All grant income are from structural funding contracts with a contract term of 1 to 3 years.</p> <p>** Grant settlement with the funder is done after the grant contract has ended through final reporting. The presented grant income has therefore only been partially accepted by the donor as a proportion of the grant income will be submitted for approval to the donor after the reporting period.</p>	
EXPENDITURE	
7. <u>Restricted expenditure on charitable activities</u>	
Personnel costs	25,145,725
Premises costs	4,832,178
Travel & Transport	2,241,312
Communication	1,399,482
Training (beneficiaries)	286,073
Consultants & external services	275,169
Governance	85,585
Conference & staff training	66,459
Other	317,166
Total restricted expenditure on charitable activities	<u>34,649,149</u>

Realisation
17-01-2019
up to
31-12-2020

€

8. Unrestricted expenditure on charitable activities

Staff costs and employee benefits	1,275,607
Premises costs	132,716
Consultants & external services	111,902
Communication	61,299
Travel & Transport	56,294
Governance	34,104
Conference & staff training	16,249
Training (beneficiaries)	1,872
Depreciation costs	501
Other	48,768
	<u>1,739,312</u>
Total unrestricted expenditure on charitable activities	<u>1,739,312</u>

All support costs relate to the sole charitable activity, developing, operating and managing safety platforms, and are allocated against this.

- Staff costs and employee benefits

Wages and salaries	22,817,168
Taxation and social security	1,386,597
Other staff related costs	<u>2,217,567</u>
Subtotal personnel costs	26,421,332
Minus: staff costs charged to restricted funds	<u>-25,145,725</u>
Total unrestricted staff costs and employee benefits	<u>1,275,607</u>

Average number of employees during the year:

<i>Headquarters (NL)</i>	15.98
<i>International staff (abroad)</i>	71.30
<i>Local staff (abroad)</i>	<u>721.34</u>

Total number of employees 808.62 *

* Pro-rated for the transfer period

Realisation
17-01-2019
up to
31-12-2020

€

- Depreciation costs

Vehicle depreciation

501

Total depreciation costs

501

9. Financial income and expenditure

Currency exchange rate differences

-80,441

Total financial income and expenditure

-80,441

1. Summary of funding contracts

Project	Contract ref.	Balance 09-04-2019	Funds * received	Restricted	Un- restricted	Total funds utilized	Currency adjustment	Balance 31-12-2020
		€	€	€	€	€	€	€
INSO Syria	MOU (People in Need)	450	0	0	0	0	0	450
INSO Syria	MOU (People in Need)	-97,871	900,804	718,924	71,892	790,816	11,374	743
INSO Nigeria	300432-108	0	-2,158	-2,163	0	-2,163	5	0
INSO Somalia	205128-1 06	-8,541	489,938	437,623	43,762	481,385	12	0
INSO Core	205255-103	-130,749	714,445	698,409	0	698,409	-6,683	-108,030
INSO Nigeria	300431-108 PO : 40118081	0	812,819	629,732	62,973	692,705	558	119,556
INSO Syria	204516	0	611,979	561,717	63,157	624,874	0	-12,895
INSO Afghanistan	301019-105	0	261,164	237,422	23,742	261,164	0	0
Total Foreign, Commonwealth & Development Office		-236,711	3,788,991	3,281,664	265,526	3,547,190	5,266	-176
INSO Syria	ECHO/SYR/BUD/2015/91065	0	0	-262	-18	-280	-1	281
INSO Syria	ECHO/SYR/BUD/2017/91014	-300,000	300,000	-531	-37	-568	0	568
INSO Cameroon	ECHO/-AF/BUD/2016/92054	-18,766	30,253	10,737	750	11,487	0	0
INSO South Sudan	ECHO/-AF/BUD/2018/91013	-120,161	120,161	-129	-9	-138	0	138
INSO CAR	ECHO/-AF/BUD/2019/92022	-73,962	374,090	280,492	19,634	300,126	0	2
INSO Nigeria	ECHO/-WF/BUD/2019/91040	-3,209	639,138	594,326	41,603	635,929	0	0
INSO DRC	ECHO/COD/BUD/2019/91007	-3,371	783,967	729,529	51,067	780,596	0	0
INSO HOA	ECHO/-HF/BUD/2019/91002	-166,052	1,280,000	1,272,463	89,072	1,361,535	0	-247,587
INSO South Sudan	ECHO/-AD/BUD/2019/91001	-83,405	1,500,000	1,674,388	117,207	1,791,595	0	-375,000
INSO Afghanistan	ECHO/-AS/BUD/2019/91012	-4,309	1,960,000	1,834,977	128,448	1,963,425	0	-7,734
INSO Syria	ECHO/SYR/BUD/2019/91007	-3,050	1,760,000	1,745,270	122,169	1,867,439	0	-110,489
INSO Burkina	ECHO/-WF/BUD/2019/31052	0	600,000	497,698	34,839	532,537	0	67,463
INSO Cameroon	ECHO/-AF/BUD/2019/92039	0	400,000	373,832	26,168	400,000	0	0
INSO Mali	ECHO/-WF/BUD/2019/91053	-1,354	801,600	935,183	65,463	1,000,646	0	-200,400
INSO CAR	ECHO/-AF/BUD/2020/92001	0	320,000	264,556	18,519	283,075	0	36,925
INSO DRC	ECHO/COD/BUD/2020/91002	0	480,000	397,879	27,852	425,731	0	54,269
INSO Nigeria - Cameroon	ECHO/-AF/BUD/2020/92018	0	880,000	638,204	44,674	682,878	1	197,121
INSO Niger	ECHO/-WF/BUD/2020/91022	0	720,000	357,043	24,993	382,036	0	337,964
Total European Community Humanitarian Aid		-1,538,712	13,710,144	11,605,655	812,394	12,418,049	0	-246,617

* Balance at 9 April 2019, is the result of the transfer from INSO UK.

Project	Contract ref.	Balance 09-04-2019		Funds * received		Restricted	Un- restricted	Total funds utilized	Currency adjustment		Balance 31-12-2020
		€	€	€	€				€	€	
INSO Syria - Iraq	7419151			0	728,039	619,799	46,485	666,284		0	61,755
INSO CORE	7420052			0	458,170	219,611	0	219,611		0	238,559
Total Canadian Department of Foreign Affairs, Trade and Development											
				0	1,186,209	839,410	46,485	885,895		0	300,314
INSO CORE	S09-08-12-321.50			-539,231	3,199,999	2,660,767	0	2,660,767		1	0
Total German Ministry of Foreign Affairs											
				-539,231	3,199,999	2,660,767	0	2,660,767		1	0
INSO Niger				0	150,000	136,364	13,636	150,000		0	0
INSO Burkina				0	250,000	227,273	22,727	250,000		0	0
Total Le Gouvernement du Grand-Duché du Luxembourg											
				0	400,000	363,637	36,363	400,000		0	0
INSO CORE	4000001650			-17,772	1,295,000	971,383	0	971,383		1	305,844
Total Ministry of Foreign Affairs of the Netherlands											
				-17,772	1,295,000	971,383	0	971,383		1	305,844
INSO Afghanistan	AFG-18/0008			3,228	-3,228	0	0	0		0	0
INSO Afghanistan	AFG-19/0006			0	310,945	290,602	20,342	310,944		1	0
INSO Afghanistan	AFG-20/0004			0	279,642	261,348	18,294	279,642		0	0
INSO Core	QZA-20/0190			0	282,478	0	0	0		0	282,478
Total Royal Ministry of Foreign Affairs of Norway											
				3,228	869,837	551,950	38,636	590,586		1	282,478
INSO Somalia	SOM18/3485/SA2/EP/INGO/11213			104,396	43,976	137,474	9,623	147,097		1,275	0
INSO Somalia	SOM-19/3485RA1/EP/INGO/14835			0	261,920	245,421	17,179	262,600		-680	0
Total United Nations Office for the Cooperation of Humanitarian Affairs											
				104,396	305,896	382,895	26,802	409,697		595	0

* Balance at 9 April 2019, is the result of the transfer from INSO UK.

Project	Contract ref.	Balance 09-04-2019	Funds received	Restricted	Un- restricted	Total funds utilized	Currency adjustment	Balance 31-12-2020
		€	€	€	€	€	€	€
INSO Nigeria	720FDA18GR000024	7,520	118,906	117,931	8,584	126,515	-89	0
INSO Mali	720FDA18GR000046	-24,506	73,225	44,668	4,040	48,708	11	0
INSO CAR	720FDA18GR000043	7,741	-8,241	0	0	0	-500	0
INSO Ukraine	720FDA18GR000022	195	-63	0	0	0	132	0
INSO Niger	720FDA18GR000040	-75,885	77,433	0	0	0	1,548	0
INSO DRC	720FDAGR18000088	124,668	-3,628	118,487	9,329	127,816	-6,776	0
INSO Iraq	720FDA18GR000239	-76,133	837,293	691,660	60,234	751,894	9,266	0
INSO Burkina	720FDA18GR000204	20,282	521,525	501,518	39,645	541,163	644	0
INSO CAR	720FDA19GR000054	0	1,915,561	1,667,915	138,132	1,806,047	4,050	105,464
INSO Sahel	720FDA19GR000065	0	1,767,005	1,627,103	145,725	1,772,828	-5,823	0
INSO DRC	720FDA19GR000060	0	1,155,680	1,069,052	90,992	1,160,044	-4,364	0
INSO Ukraine	720FDA19GR000064	0	142,927	130,582	12,204	142,786	141	0
INSO Nigeria	720FDA19GR000104	0	803,297	736,393	62,820	799,213	4,084	0
INSO Iraq	720FDA19GR000092	0	1,609,153	1,482,178	130,858	1,613,036	-3,883	0
INSO Core	720FDA18GR000030	0	29,388	29,388	0	29,388	0	0
INSO Ukraine	720FDA20GR000050	0	44,444	36,012	3,411	39,423	-165	5,186
INSO Nigeria	720FDA20GR000270	0	368,839	251,290	20,567	271,857	-5,581	102,563
INSO Iraq	720FDA20GR000082	0	630,070	560,514	50,712	611,226	0	18,844
INSO HOA	720FDA20GR000275	0	134,171	126,198	11,546	137,744	-3,573	0
INSO South Sudan	720FDA20GR000323	0	0	59,165	5,010	64,175	-1	-64,174
Total USAID's Bureau for Humanitarian Assistance		-16,118	10,216,985	9,250,054	793,809	10,043,863	-10,879	167,883
INSO Afghanistan	81039434	-110,491	110,491	0	-	0	0	0
INSO Nigeria	81050812	109,690	52,059	147,320	14,482	161,802	-53	0
INSO Somalia	81051035	-42,132	579,363	572,348	40,037	612,385	788	-75,942
INSO DRC	81052733	-45,130	47,427	-	-	0	2,297	0
INSO CAR	81054213	-48,946	48,946	-	-	0	0	0
INSO Iraq	81056323	13,043	254,443	179,678	17,968	197,646	-4	69,844
INSO Afghanistan	81057837	389,294	1,471,000	1,108,058	110,070	1,218,128	0	642,166
INSO Sahel	81058076	419,157	1,550,000	1,611,378	160,778	1,772,156	0	197,001
INSO Nigeria	81060808	0	360,000	257,160	25,716	282,876	0	77,124
INSO CAR	81060557	0	416,000	354,060	35,406	389,466	0	26,534
INSO DRC	81062443	0	132,545	124,118	8,427	132,545	0	0
INSO Syria	81064381	0	780,000	380,473	38,047	418,520	0	361,480
Total Swiss Agency for Development and Cooperation		684,485	5,802,274	4,734,593	450,931	5,185,524	3,028	1,298,207

* Balance at 9 April 2019, is the result of the transfer from INSO UK.

Project	Contract ref.	Balance 09-04-2019	Funds * received	Restricted	Un- restricted	Total funds utilized	Currency adjustment	Balance 31-12-2020
		€	€	€	€	€	€	€
INSO Burkina	14129	0	388,958	7,142	799	7,941	0	381,017
INSO DRC	14528	0	195,818	0	0	0	0	195,818
Total Swedish International Development Cooperation Agency		0	584,776	7,142	799	7,941	0	576,835
Grand total		-1,556,435	41,360,111	34,649,150	2,471,745	37,120,895	-1,987	2,684,768

* Balance at 9 April 2019, is the result of the transfer from INSO UK.

2. Summary of restricted funding per region

	Restricted expenditure 2020	Unrestricted expenditure 2020	Total expenditure 2020
	€	€	€
Afghanistan	4,020,134	22,446	4,042,580
Burkina Faso	1,799,004	13,976	1,812,980
Central African Republic	2,566,894	22,372	2,589,266
Cameroon	628,450	5,366	633,816
Democratic Republic of Congo	3,038,804	6,495	3,045,299
Iraq	3,376,260	11,214	3,387,474
Mali	3,408,030	463	3,408,493
Niger	738,331	21,442	759,773
Nigeria	3,126,313	17,381	3,143,694
South Sudan	2,157,611	33,175	2,190,786
Syria	3,563,159	32,691	3,595,850
Ukraine	442,538	1,955	444,493
Horn of Africa (Kenya/Somalia)	3,496,367	25,757	3,522,124
Subtotal	32,361,895	214,733	32,576,628
Headquarter	2,287,254	1,524,580	3,811,834
Total	34,649,149	1,739,313	36,388,462

3. Overview of lease commitments

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
	€	€	€	€	€
Building lease commitments					
- Afghanistan	0	0	0	0	0
- Burkina Faso	22,361	0	0	0	0
- Central African Republic	74,517	0	0	0	0
- Cameroon	1,372	0	0	0	0
- Democratic Republic of Congo	65,040	0	0	0	0
- Iraq	59,239	0	0	0	0
- Mali	31,661	0	0	0	0
- Niger	78,797	41,832	0	0	0
- Nigeria	163,313	60,842	0	0	0
- South Sudan	46,699	0	0	0	0
- Syria	1,060	0	0	0	0
- Lebanon	17,977	0	0	0	0
- Turkey	3,426	0	0	0	0
- Jordan	42,626	0	0	0	0
- Ukraine	9,300	0	0	0	0
- Kenya	12,765	0	0	0	0
- Somalia	150,864	0	0	0	0
- The Netherlands	<u>107,366</u>	<u>136,824</u>	<u>136,824</u>	<u>107,377</u>	<u>111,075</u>
Total	<u>888,383</u>	<u>239,499</u>	<u>136,824</u>	<u>107,377</u>	<u>111,075</u>