

REPORT on the **Preparation** of
THE ANNUAL STATEMENT
for the period
from 1 January to 31 December
2023

European AIDS Treatment Group e.V.

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GENERAL PART

1. Assignment

The order for the preparation of the annual accounts for 2023 was carried out by the chairman of the association "European AIDS Treatment Group e.V. (EATG), Mr. Ricardo Fernandes.

The Executive Board instructed me to develop the annual financial statements for the period from January 1, 2023 to December 31, 2023 from the documents made available to me and the information provided to me in accordance with legal requirements and according to the instructions of the client for the exercise of existing options within this framework, and, in doing so, to assess the plausibility of the documents, books and inventories submitted to me by means of surveys and analytical assessments in order to rule out with a certain degree of certainty that they are not proper.

I carried out this assignment for preparation with plausibility assessments in March and April 2024 at the company's registered office, Lindemannstr. 66, Düsseldorf.

Object of my order was neither the uncovering and clearing up of criminal facts of the matter, order adversities done such as acts of perfidy or embezzlements and offences made outside the accounting, nor the judgement of the effectiveness and efficiency of the organisation's leadership. I have laid out planning and execution, however, so that those irregularities which are essential for the accounting are uncovered with an adequate safety. The responsibility for the avoidance and the uncovering of irregularities lies with the legal representatives of the organization.

The professional general representation letter was handed over to me without any limitation or supplement and was taken to the records.

The leadership of the organisation confirms that the bookkeeping and the statement 2023 contains each assets, liabilities and delimitation such as all expenditure and profits and necessary informations have been given.

2. Execution of Assignment

The finance accounting, led by the organization by means of personal computer with the help of the program "Kanzlei-Rechnungswesen" of the DATEV e.G., was starting point of the work. For the construction the organization presented the bookkeeping 2023 with pieces of evidence and supplementary documents from which I have derived the annual invoice (according to annex 1).

The preparation of the annual invoice was carried out considering the accounting regulations applying to it including the supplementary principles of order-like bookkeeping.

All information, asked for clearings up and proofs have been furnished by the organisation leadership and the employees named for the information willingly. As informers the organisation leadership named Mrs Marie McLeod (Finance and HR Manager) and Mrs Eleonora Tillich (Finance and Membership Officer).

Type, size and result of the construction actions carried out and are held tight in our working papers as far as not documented in this construction report.

All effort and revenue accounts got a critical examination, subjected to piece of evidence-like samples connectedly.

The transfers posting required by the preparations works were included in a list and submitted to the organization for the own booking.

3. Lawful Standards

– Generals

Association:	European AIDS Treatment Group e.V.
Legal Form:	Registered association
Association Register:	The association is registered in the association register at the official court Düsseldorf under the no. 8542. The first entry was August, 9 th 1993.
Association Constitution:	The constitution was adopted February, 23 rd 1992, changed on June 13 th , 14 th 1998 and last changed on September, 20 th 2020.
Office:	Düsseldorf
Chair:	Ricardo Regalado Fernandes, Lisbon/Portugal
Tax Office:	Düsseldorf-Mitte Tax. no. 133/5906/3920 In April 2020 the fiscal authorities started a tax examination for the years 2016 until 2018. It was concluded in February 2021 with no statement nor modifications. The last tax-free assessment is of May 18 th 2022.

Association Bodies:	Association bodies are according to § 3 of the association constitution the assembly of members and the directors.
a) Assembly of Members:	<p>The last ordinary General Assembly was held in May, 26th – May, 27th 2023.</p> <p>The assembly's protocol was inspected. The size of the association membership remained at 147 members.</p>
b) Board of Directors:	Referring to § 7 association constitution, the directors have to be association members.
Chair:	<p>Ricardo Regalado Fernandes, Chair Lisbon / Portugal</p> <p>Nyambe Mukelabai, Vice Chair Lisbon / UK</p> <p>Benjamin Collins, Treasurer London / UK</p>
Director:	<p>Marine Gogia, Director Tiflis / Georgia</p>
Secretary:	<p>Ian James Hodgson, Secretary Sheffield / UK</p>
Internal-Auditor:	<p>For the position of internal auditors in 2029 were elected at the general assembly September 2021 + May 2023</p> <p>Brian West, Edinburgh / UK – from 25.09.2021 until now</p> <p>Tomislav Vurusic, Pula / Kroatien – from 25.09.2021 until now</p>

4. Economical Basics

The European AIDS Treatment Group is a network of nationally-based volunteer activists from different countries in Europe. This non-profit association is only carrying out charity work, regarding the prevention and combatting of the communicable disease aids.

There is confirmation given to the association by the tax office Düsseldorf-Mitte, dated October 15th 2019, to be free of corporate tax and trade tax and to take donations for charity work and to certify it to the donors. The "reservation of later review" for the years 2016 – 2018 concerning § 164 (1) Tax Code was cancelled with notification of Dec 3th 2020. The notice of exemption for the years 2019 – 2021 was received on 18th Mai 2022..

5. Bookkeeping and Records System

As already reported, the books of the association are kept internally by means of a PC-based accounting software "Kanzlei-Rechnungswesen" as well as the cost accounting program of DATEV e.G.. The documentation system was evaluated in various random samples for its formal and material regularity for plausibility. Accounting and receipts, insofar as they have been inspected, meet the commercial requirements.

6. Explanations to positions of the inventory of property and the account for 2023

The schemes are sufficiently jointed so that further-reaching explanations can be renounced. Only the positions with whom it is in combination with different positions or an explanation is required are explained in the following.

The **member stock** of the organization remained at 147 to members. The contribution was € 4.420,00.

The **demands** are expelled to nominal values concerning membership subscriptions as well as advances on travelling expenses, salary payments and designed costs on projects.

The **bank-deposits at credit institutions** proved by bank statements are judged to the nominal value.

Costs for event rooms as well as travelling expenses invoices from the year 2023 are essentially the **liabilities** of the organization in the amount of €562.970,65 (PY: € 745.659,45). Furthermore there are tied donations as received deposit in the amount of € 461.507,01 (PY: € 606.431,98) expelled here. Running time of the projects is up to 5 years.

The capital contribution amounts to € 243.868,15 (PY: € 233.424,67).

The cash of the surplus over the expenses is € + 10.443,48 (Previous Year: € + 15.380,04).

The sum of all donations received in 2023 amounted to € 1.301.360,88 (PY 1.316.012,16).

The **accounting** is made by the organization itself since the year 2006. The costs being allocated to it of one's own are contained in the areas of personnel expenses and office costs.

The Profit 2023 increases the reserve. At the Annual General Meeting, the accounts for the past fiscal year are approved and, on a proposal from the Board of Directors, the earmarked use of the funds in accordance with the Tax Code for the current and subsequent year is submitted and approved.

7. Auditor's certificate of preparation with plausibility assessments

To the European AIDS Treatment Group e.V.

As instructed, I have prepared the following annual statement - of European AIDS Treatment e.V. for the financial year from 1 January 2023 to 31 December 2023 in compliance with German commercial law regulations and the supplementary provisions of the Articles of Association. The basis for the preparation was the documents, books and inventory records submitted to us, which we did not check in accordance with the order, but assessed for plausibility, as well as the information provided to us.

The bookkeeping as well as the preparation of the inventory and the annual financial statements in accordance with the German commercial law regulations and the supplementary provisions of the articles of association are the responsibility of the legal representatives of the company.

We carried out our assignment in compliance with the IDW Standard: Principles for the Preparation of Annual Financial Statements (IDW S 7 (03.2021)). This includes the development of the annual financial statements on the basis of accounting and inventory as well as the requirements for the applicable accounting and valuation policies.

In order to assess the plausibility of the documents, books and inventory records submitted to us, we have carried out interviews and analytical assessments in order to rule out with a certain degree of certainty that they are not correct. We have not become aware of any circumstances that speak against the correctness of the documents submitted to us and the annual financial statements prepared by us on this basis.

Düsseldorf, March, 27th 2024

Philip Nendza

Chartered Accountant | Tax advisor

Bergers Partner Tax Advisor

Wirtschaftsprüfer PartG mbB

Account
for the Fiscal Year 2023

		2023	2022
Income			
1. Donations, different	€	1.301.360,88	€ 1.316.012,16
2. Membership fees	€	4.420,00	€ 4.355,00
3. Interest, exchange rate difference	€	1.501,62	€ 122,31
4. Recoverable costs	€	300,00	€ 1.628,42
5. Other income	€	41.138,31	€ 11.096,43
	€	<u>1.348.720,81</u>	<u>€ 1.333.214,32</u>
Expenses			
1. Depreciation and amortisation of tangible and intangible assets	– €	1.109,00	€ 3.346,00
2. Outside services	– €	374.752,23	€ 243.398,05
3. Rent and associated costs	– €	30.392,51	€ 27.204,63
4. Personnel expenses	– €	542.264,78	€ 608.184,90
5. Event expenses	– €	83.297,00	€ 69.505,63
6. Insurances	– €	3.517,16	€ 7.837,22
7. Postage / courier service	– €	90,78	€ 116,87
8. Telephone / Internet / IT	– €	47.476,11	€ 62.012,39
9. Legal and professional fees	– €	93.605,48	€ 110.121,70
10. Audit fee	– €	10.890,88	€ 10.629,83
11. Additional costs for money transactions	– €	4.111,36	€ 3.165,17
12. Office expenses	– €	10.376,45	€ 9.738,17
13. Travelling expenses	– €	123.074,39	€ 151.698,51
14. Contributions	– €	6.091,73	€ 6.413,82
15. Other expenses	– €	3.764,49	€ 3.731,03
16. Difference in the exchange rates	– €	3.459,98	€ 730,36
17. Asset disposals	– €	3,00	
	€	<u>1.338.277,33</u>	<u>€ 1.317.834,28</u>
Surplus of the cash over the expenses	+ €	<u>10.443,48</u>	<u>€ 15.380,04</u>

Transition Statement 2023
from the profit and loss statement to the receipts and expenditures statement
referring § 4 (3) EStG

	€		€
profit by fiscal for the account year 2023		+	10.443,84
+ receivable debts correction 2022		+	40.079,60
		+	50.523,44

– receivable debts correction 2023			
- by advance payments and other receivables	3.600,00		
- by other income	39.700,89	–	43.300,89

– subtotal		+	7.222,55

– liabilities correction 2022		-	745.659,45
+ liabilities correction 2023			
- by payable trade accounts	37.898,98		
- by member expenses	30.630,44		
- by other liabilities	32.934,22		
- by received advance payment	461.507,01	+	562.970,65

Surplus in the legal sense of § 4 Abs. 3 EStG		–	175.466,25
			=====

State and Utilisation of Funds 2023

	<u>€</u>	<u>€</u>
State January, 1st 2023		+ 937.940,58
+ Cash Receipts	+ 1.348.720,81	
– Expenses	– <u>1.338.277,33</u>	+ 10.443,48
+ depreciation 2023		+ 1.109,00
– retirement of asset additions		– 996,00
+ asset disposals		+ 3,00
+ debts as per January 1 st 2023	+ 40.079,60	
– debts as per December 31 st 2023	– <u>43.300,89</u>	– 3.221,29
– liabilities as per January 1 st 2023	– 745.659,45	
+ liabilities as per December 31 st 2023	+ <u>562.970,65</u>	+ 182.688,80
Utilisation of Funds December, 31st 2023		<u>762.589,97</u>
Balance other deposit, December, 31st 2023		
ING Bank deposit		+ 761.080,05
APO Bank e.G. deposit		+ 1.509,92
petty cash		<u>0,00</u>
		<u>762.589,97</u>

Annex 4

European AIDS Treatment Group e.v. (EATG), Düsseldorf

ANALYSIS OF ASSETS FOR THE FISCAL YEAR 2023

			historical year	historical costs	asset disposals	asset additions	end of 2023	end of 2022	depreciation fiscal year
I		Immaterial assets							
	1	03.12.2012	Windows 2007 incl. Server	Dez. 12	1.167,52 €		1,00 €	1,00 €	0,00 €
	2	21.11.2019	Windows 10 für BU	Nov. 19	259,00 €		1,00 €	1,00 €	0,00 €
			sobtotal		1.426,52 €	0,00 €	0,00 €	2,00 €	2,00 €
			Fixtures furniture and office equipment						
II	1	07.07.2015	DELL InspironLaptop 7000 S 2 in 1	Jul 15	1.049,01 €	1,00 €	0,00 €	1,00 €	0,00 €
	2	26.08.2015	Samsung S 22C 22Zoll	Aug 15	406,58 €		1,00 €	1,00 €	0,00 €
	3	26.08.2015	lenovo think centre E 73 PC	Aug 15	1.109,44 €	1,00 €	0,00 €	1,00 €	0,00 €
	4	26.08.2015	lenovo think pad E550 Laptop	Aug 15	1.127,07 €	1,00 €	0,00 €	1,00 €	0,00 €
	5	07.12.2015	Macbook air 11,6 Zoll	Dez 15	999,00 €		1,00 €	1,00 €	0,00 €
	6	24.08.2016	DELL inspiron 13"	Aug 16	923,23 €		1,00 €	1,00 €	0,00 €
	7	07.07.2018	MGGMicrosoft Surface pro	Jul 18	976,66 €		1,00 €	1,00 €	0,00 €
	8	16.12.2018	ABO DELL XPS13	Dez 18	1.114,20 €		1,00 €	1,00 €	0,00 €
	9	07.02.2019	surface PRO 5th gen tablet	Feb. 19	1.256,64 €		1,00 €	1,00 €	0,00 €
	10	07.02.2019	DELL 7000 series laptop	Feb. 19	1.440,54 €		1,00 €	1,00 €	0,00 €
	11	07.03.2019	DELL7380 laptop	Mrz. 19	1.523,83 €		1,00 €	1,00 €	0,00 €
	12	07.03.2019	DELL7380 laptop	Mrz. 19	1.593,59 €		1,00 €	1,00 €	0,00 €
	13	07.11.2019	DELL7380 laptop	Nov. 19	1.066,61 €		1,00 €	1,00 €	0,00 €
	14	31.12.2019	MACBOOK Air 13.3	Dez. 19	1.749,00 €		1,00 €	1,00 €	0,00 €
	15	22.12.2019	DELL7380 laptop	Dez. 19	1.254,83 €		1,00 €	1,00 €	0,00 €
	16	22.12.2019	DELL7380 laptop	Dez. 19	1.254,83 €		1,00 €	1,00 €	0,00 €
	17	04.03.2020	DELL Inspiron 14" Series 5490 laptop	Mrz. 20	1.268,08 €		1,00 €	69,00 €	-68,00 €
	18	16.12.2020	DELL Inspiron 14" Series 7400 laptop	Dez. 20	1.305,28 €		1,00 €	417,00 €	-416,00 €
	19	16.02.2021	DELL Inspiron 14" Series 7000 laptop	Feb. 21	1.438,41 €		78,94 €	558,94 €	-480,00 €
	20	07.06.2023	Philips 27 screens 4	Mai. 23	996,00 €	996,00 €	851,00 €	0,00 €	-145,00 €
			sobtotal		23.852,83 €	3,00 €	996,00 €	944,94 €	1.060,94 €
III	1	GWG	Low value assts		1,00 €	0,00 €	0,00 €	1,00 €	0,00 €
			Total: II + III		23.853,83 €	3,00 €	996,00 €	945,94 €	1.061,94 €
IV			Total amount		25.280,35 €	3,00 €	996,00 €	947,94 €	1.063,94 €

Inventory of Property 2023

	End of year 31.12.2023	End of year 31.12.2022
	€	€
A. Property		
1. Intangible assets	2,00	2,00
2. Fixed assets	945,94	1.161,94
3. Security deposit for office rooms	3.600,00	3.600,00
4. Liquidity	762.589,97	937.940,58
5. Other Claim	39.700,89	36.479,60
December 31st 2023	806.838,80	979.084,12
B. Liabilities		
1. Amounts due to suppliers	37.898,98	74.076,24
2. Liabilities of expense accounts	30.630,44	5.263,00
3. Other liabilities	32.934,22	59.888,23
4. Prepaid donations	461.507,01	606.431,98
December 31st 2023	562.970,65	745.659,45
C. One's own funds (A – B)		
1. Association's assets	18.766,10	18.766,10
2. Reserves before use	214.658,57	199.278,53
3. Surplus	10.443,48	15.380,04
	243.868,15	233.424,67
Total amount of capital assets	806.838,80	979.084,12
Development of Reserves		
Surplus	+ 10.443,48	+ 15.380,04
Initial reserves	+ 214.658,57	+ 199.278,53
Remaining reserves	+ 225.102,05	+ 214.658,57

BASIC - Budget 2024

The profit of the year 2023 increases the reserve. Ensuing the budget 2024 created and submitted by the Association GA is presented.

Income	€
- core funding by expected donations (estimated)	1.212.865,00
Total:	1.212.865,00

SCIENTIFIC RESEARCH

ECAB (HIV & Hepatitis) & consultations	84.443,00	
STEPS	3.180,00	
Tuberculosis	6.450,00	
		94.073,00

POLICY AND ADVOCACY

Transversal Policy work	29.416,00	
		29.416,00

PROJECTS

RBDCOV-Project	242.623,00	
PROMise	27.218,00	
Patient Academy on Therapeutic Innovation "EUPATI"	4.680,00	
CORE project	78.810,00	
		353.331,00

Participation & Representation

Members' External Representation	7.000,00	7.000,00
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INSTITUTIONAL MEMBERSHIPS

Partner Organisation Membership fees	6.300,00	6.300,00
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MEMBERSHIP

Membership Development	12.195,00	12.195,00
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COMMUNICATIONS

Website content management (external news)	6.367,00	
Content production	7.000,00	
Website – social media – hosting	7.000,00	
Support at conferences	1.050,00	
IT Support	11.200,00	
		32.617,00

ORGANISATIONAL DEVELOPMENT

Quality of Life Programme – General Budget	38.085,00	
Combination – Prevention Programme – General Budget	38.085,00	
Partners in Science Programme – General Budget	39.558,00	
Staff Training	6.300,00	
		122.028,00

AUDITS

Internal	5.600,00	
External	22.680,00	
		28.280,00

SUPPORT & ADVICE

Legal Advice an support	700,00	
Development and Membership Advisory Group	7.000,00	
Planning, M & E, Learning	7.000,00	
		14.700,00

DATA PROTECTION

General	700,00	700,00
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EVENTS

Green Events	700,00	700,00
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GOVERNANCE

General Assembly	98.000,00	
Board of Directors	7.000,00	
		105.000,00

FUNDRAISING

Fundraising and Finance Committee	20.420,00	20.420,00
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ADMINISTRATION

Office team and overheads	363.405,00	
Recruitment and HR	22.700,00	
		386.105,00

TOTAL		1.212.865,00
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Result 2024 (provisionally)	<u>0,00</u>
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