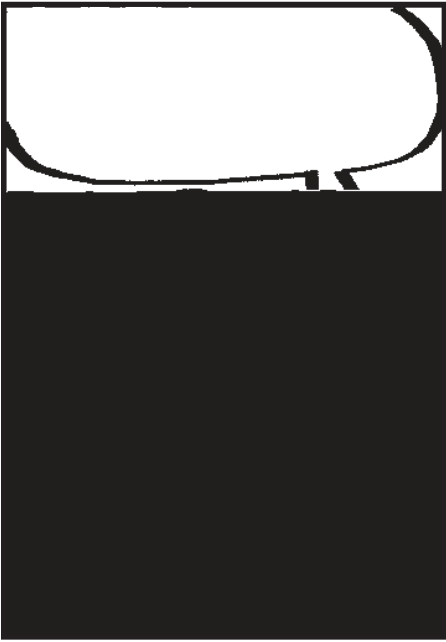
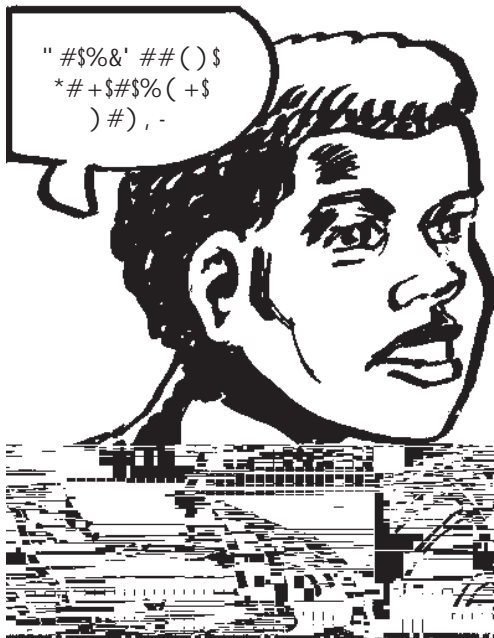
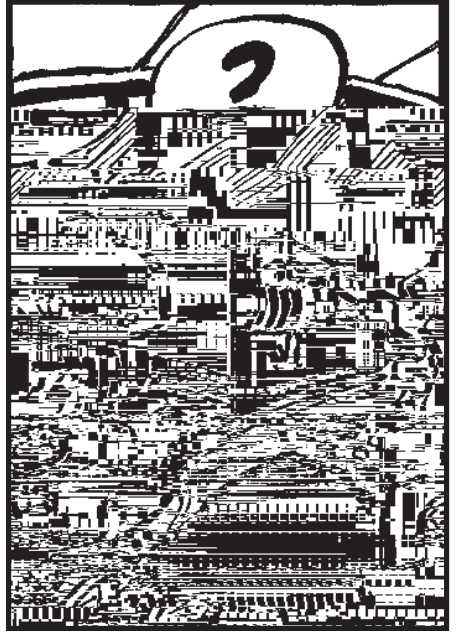


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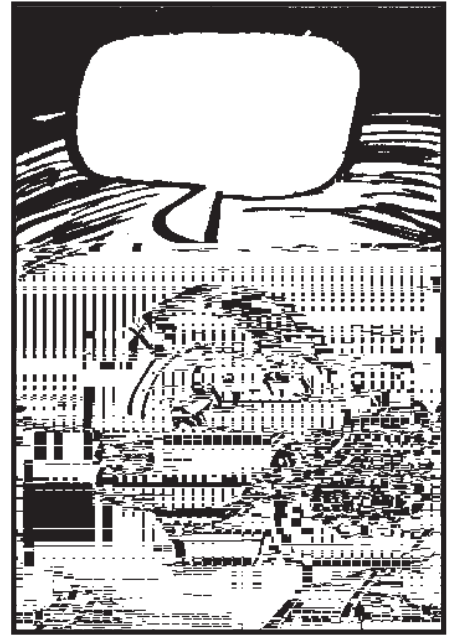


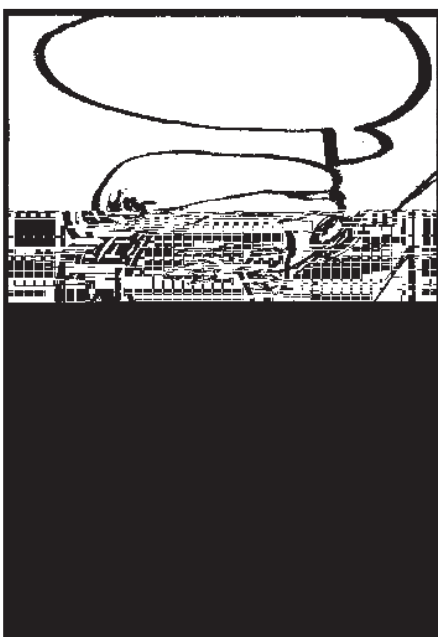
THE CITY OF THE FUTURE

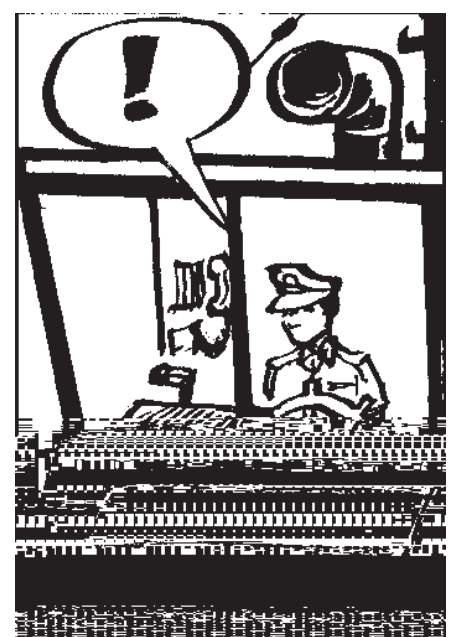
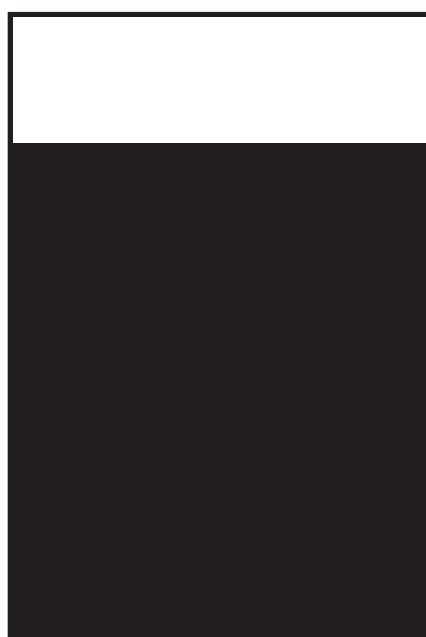
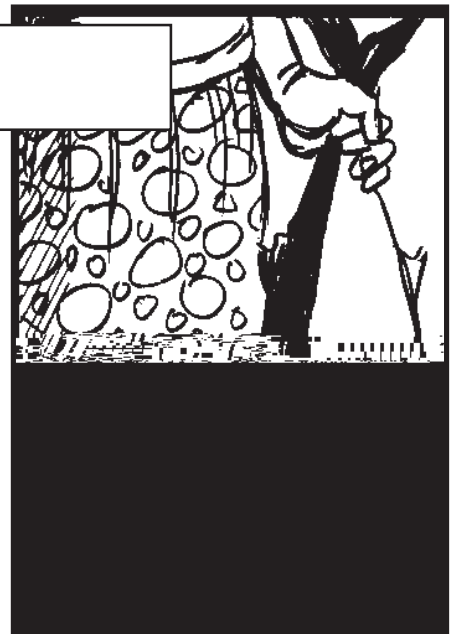
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, customer orders, and supplier invoices. It also outlines the procedures for recording these transactions, including the use of specific forms and the assignment of responsibilities to different staff members.

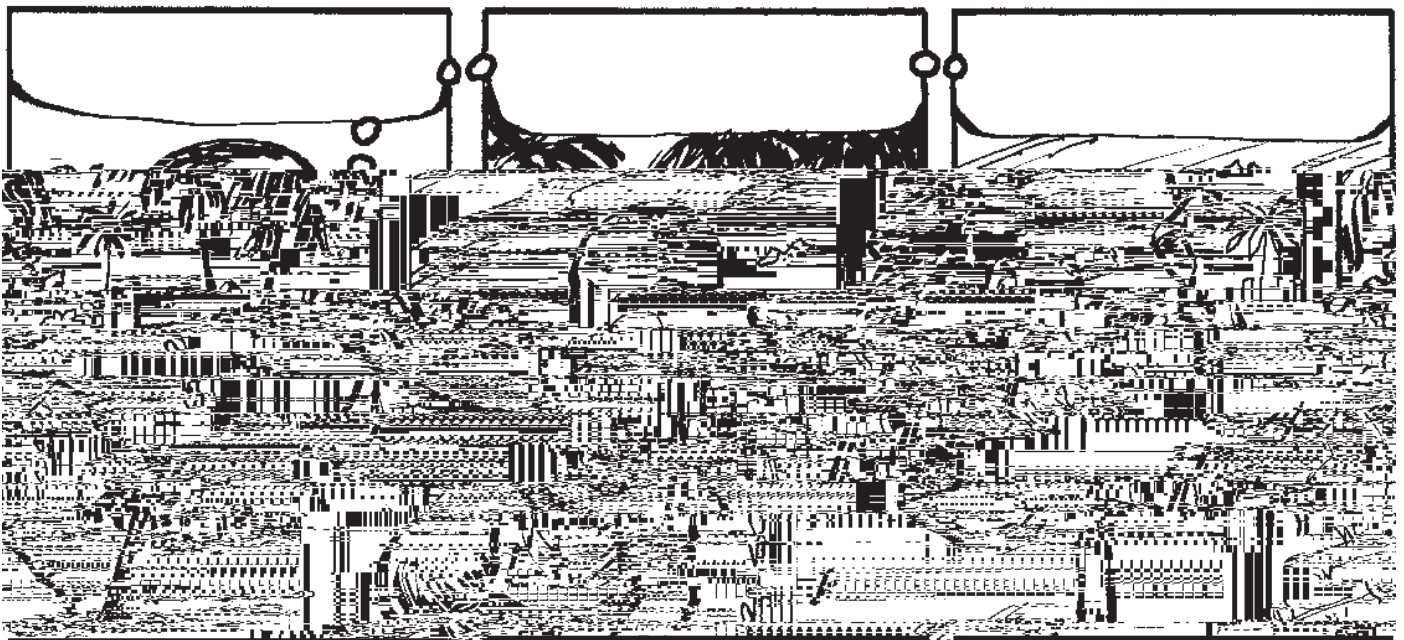
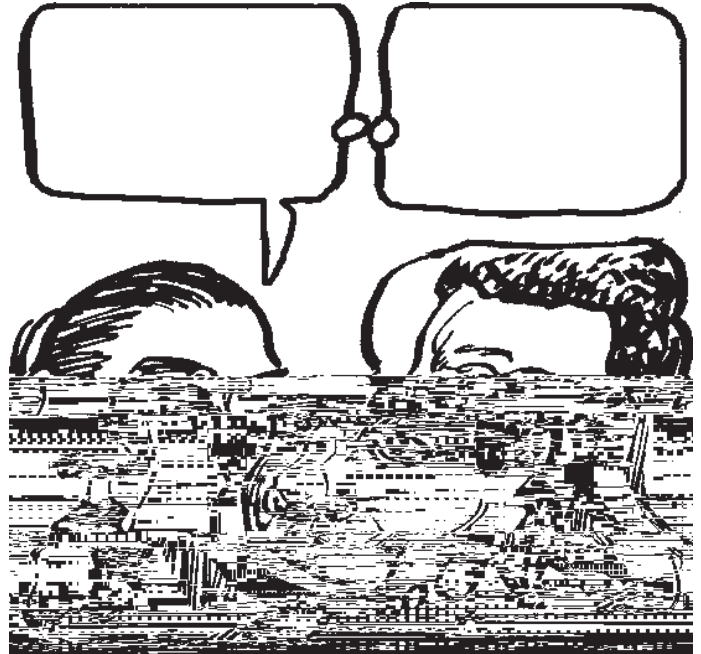
The second part of the document focuses on the analysis of the recorded data. It describes various methods for identifying trends and anomalies in the financial performance. This includes comparing current data with historical trends, analyzing seasonal fluctuations, and identifying areas where costs are higher than expected. The document also discusses the importance of regular reviews and reports to management, providing a clear framework for how these reports should be structured and presented. It includes examples of key performance indicators (KPIs) and how they can be used to measure the success of different departments or projects.

The final part of the document addresses the overall financial health of the organization. It discusses the importance of maintaining a strong balance sheet and ensuring that all financial obligations are met on time. It also touches on the importance of transparency and accountability in financial reporting, highlighting the need for clear communication and collaboration between all levels of the organization. The document concludes with a summary of the key points and a call to action for all staff members to adhere to the established financial procedures and maintain the highest standards of accuracy and integrity.









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