

## 2 Project Description (Part 11 of 11)

### List of Appendices

Appendix 2-34 Financial statements of key installation contractors

[REDACTED]

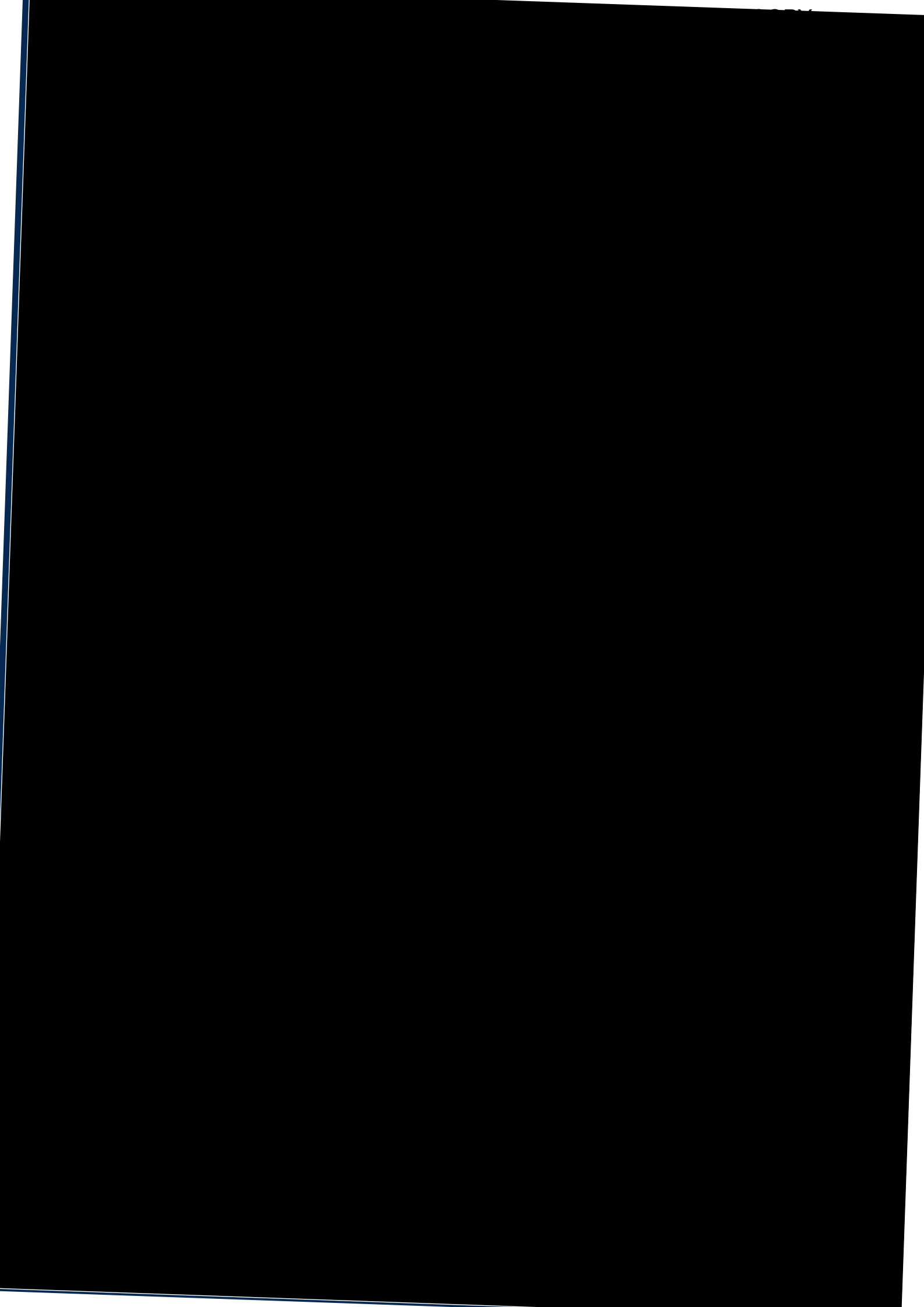
Appendix 2-35: [REDACTED]

Appendix 2-36: Disclosure of known existing or pending litigations for suppliers or contractors

[REDACTED]

## Appendix 2-34 Financial statements of key installation contractors

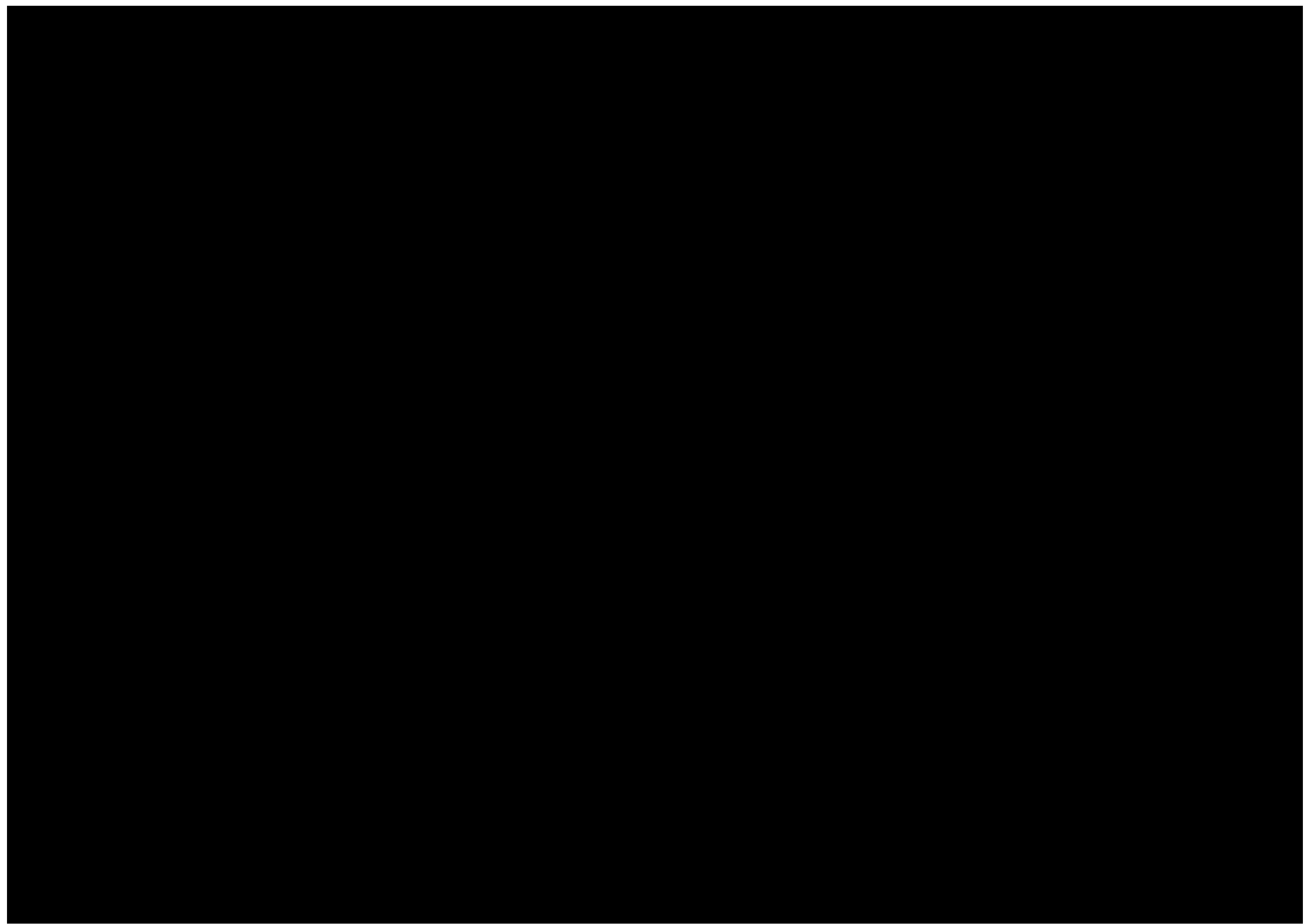






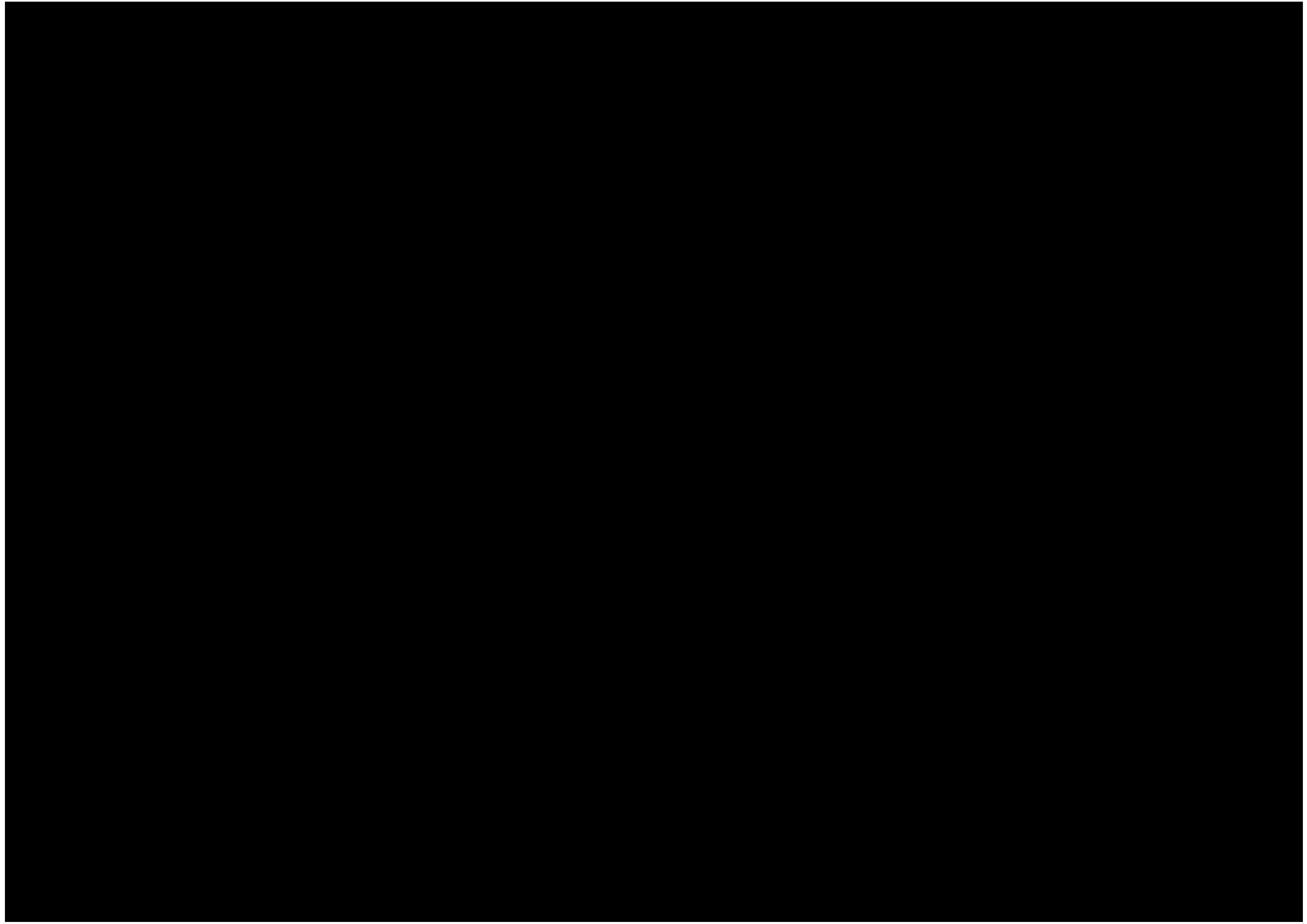






















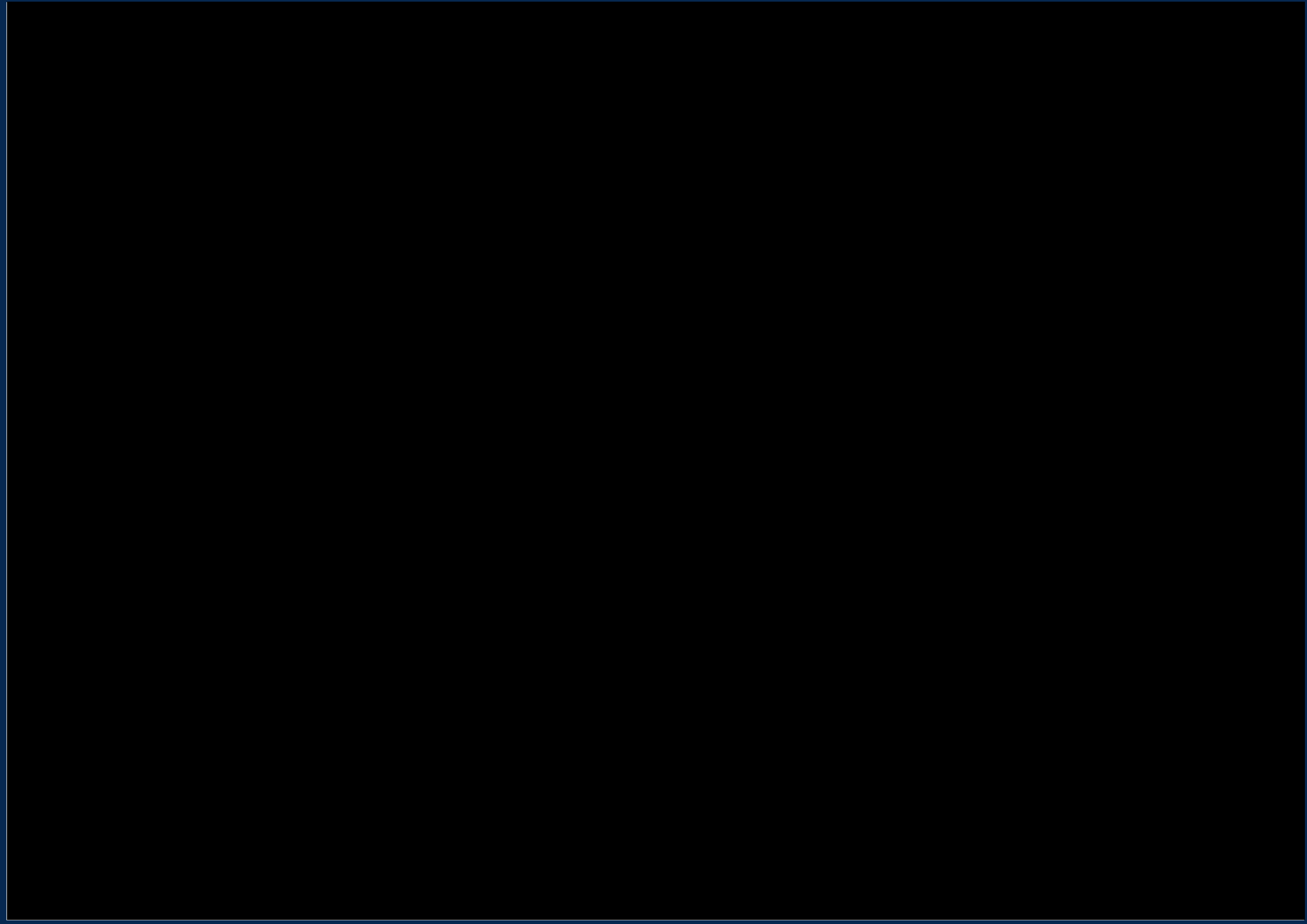
















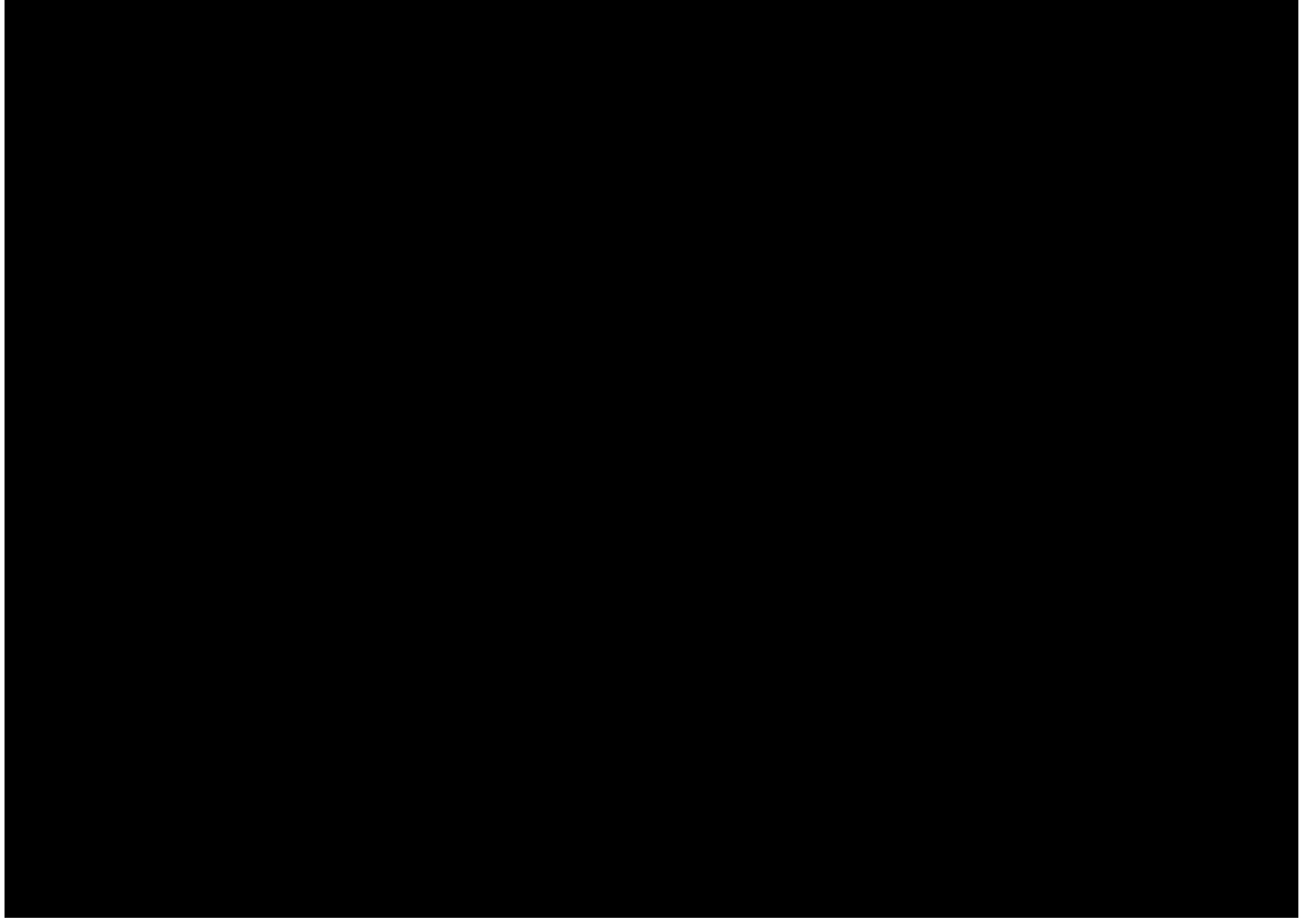




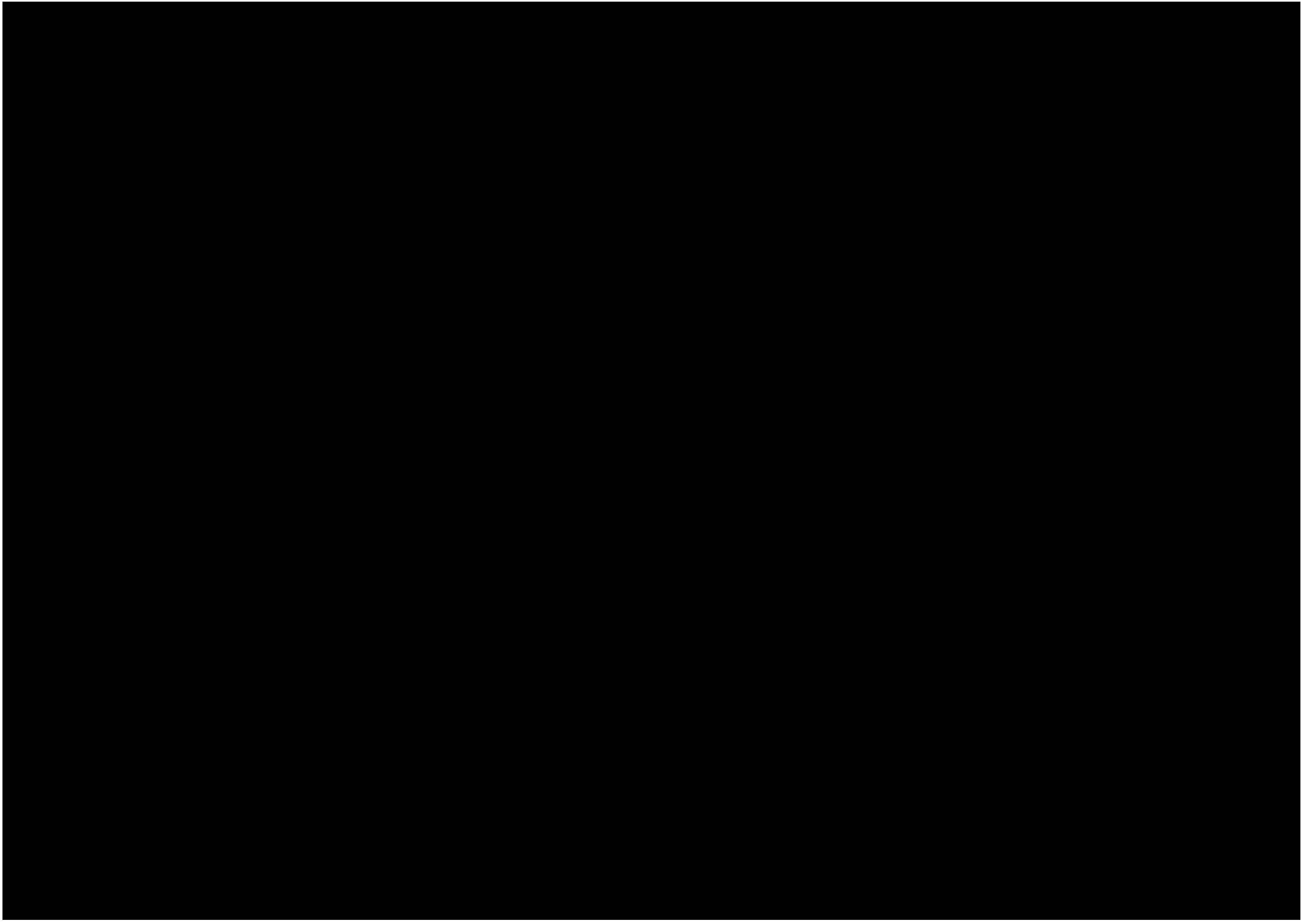


















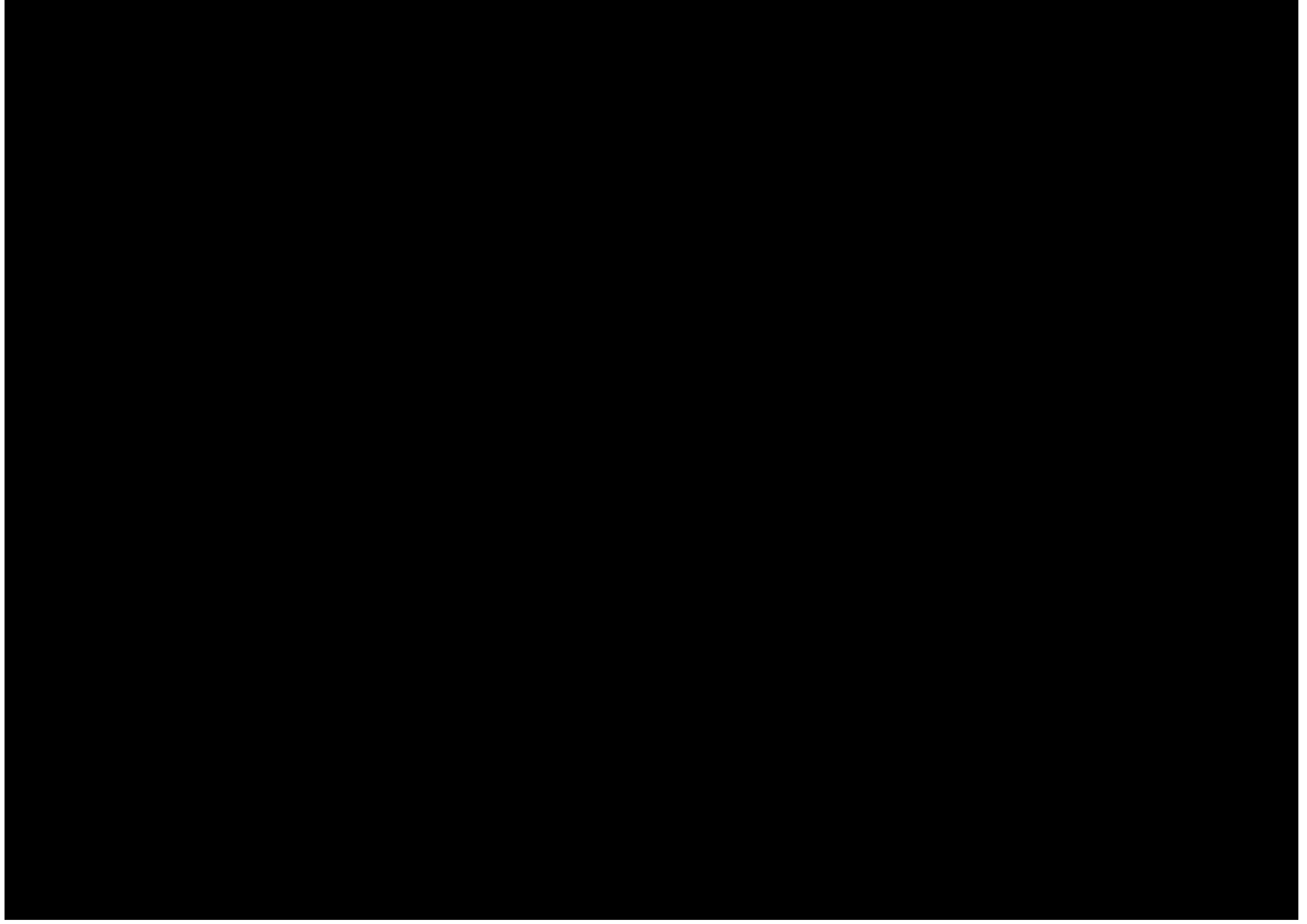


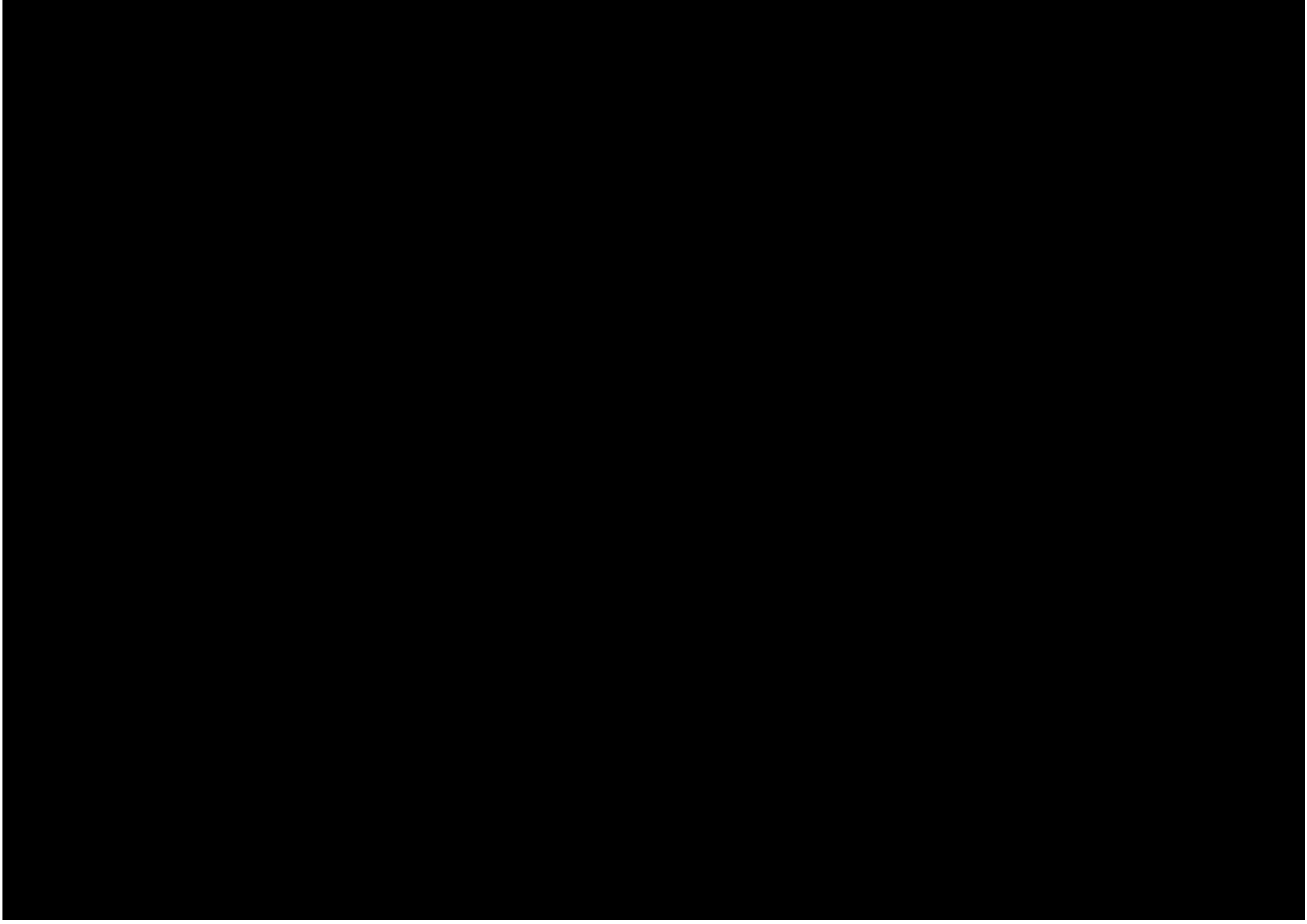




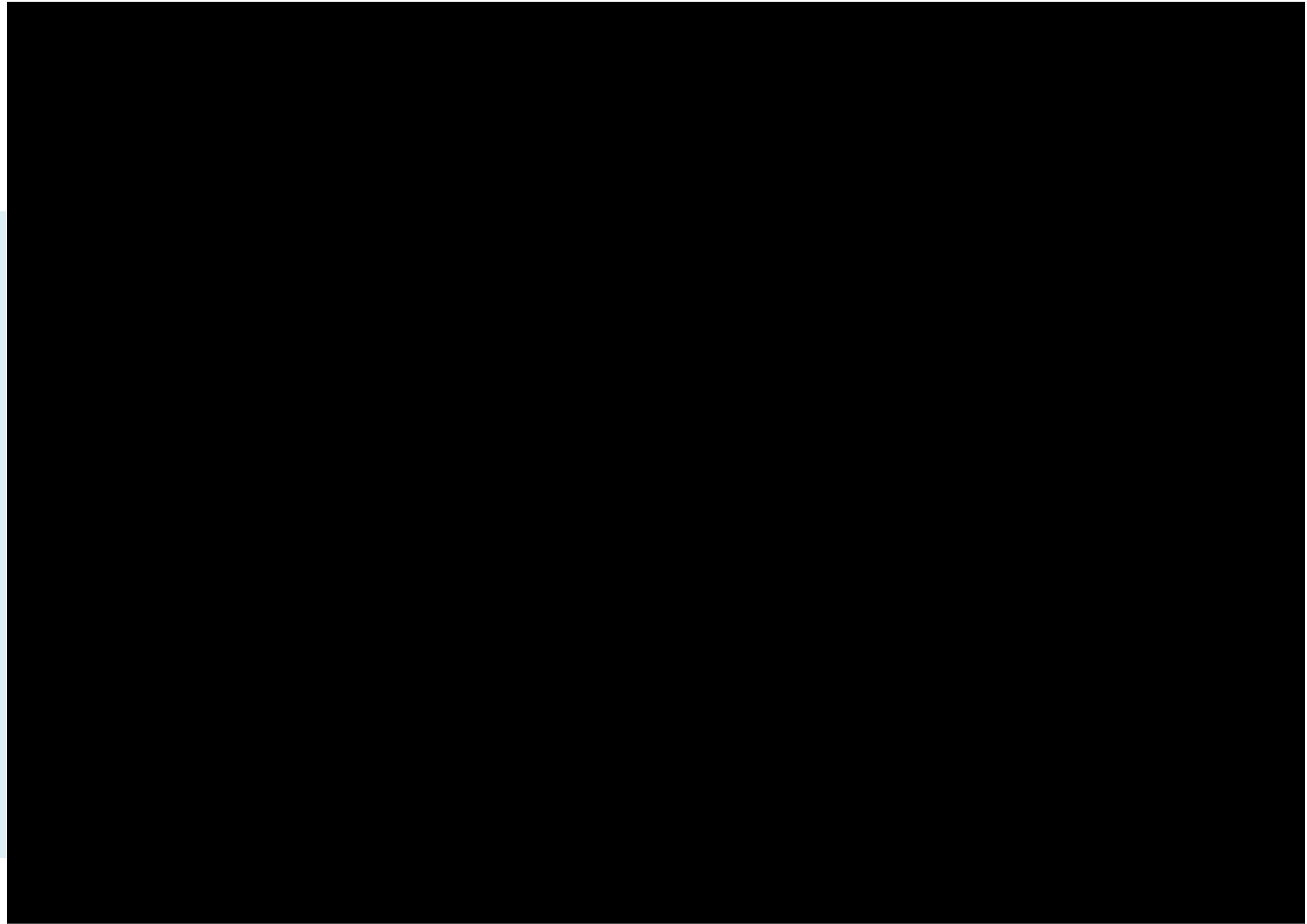




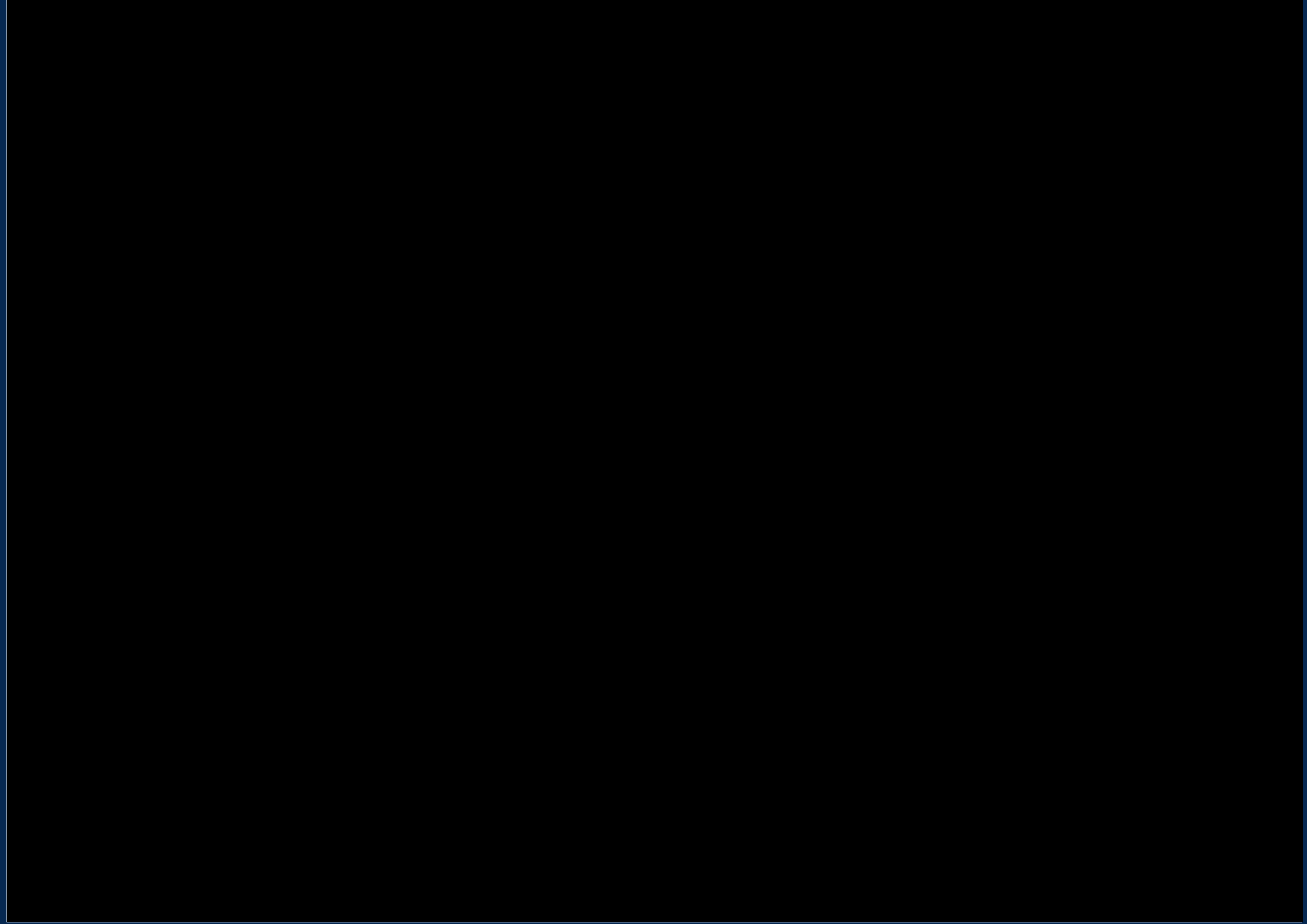


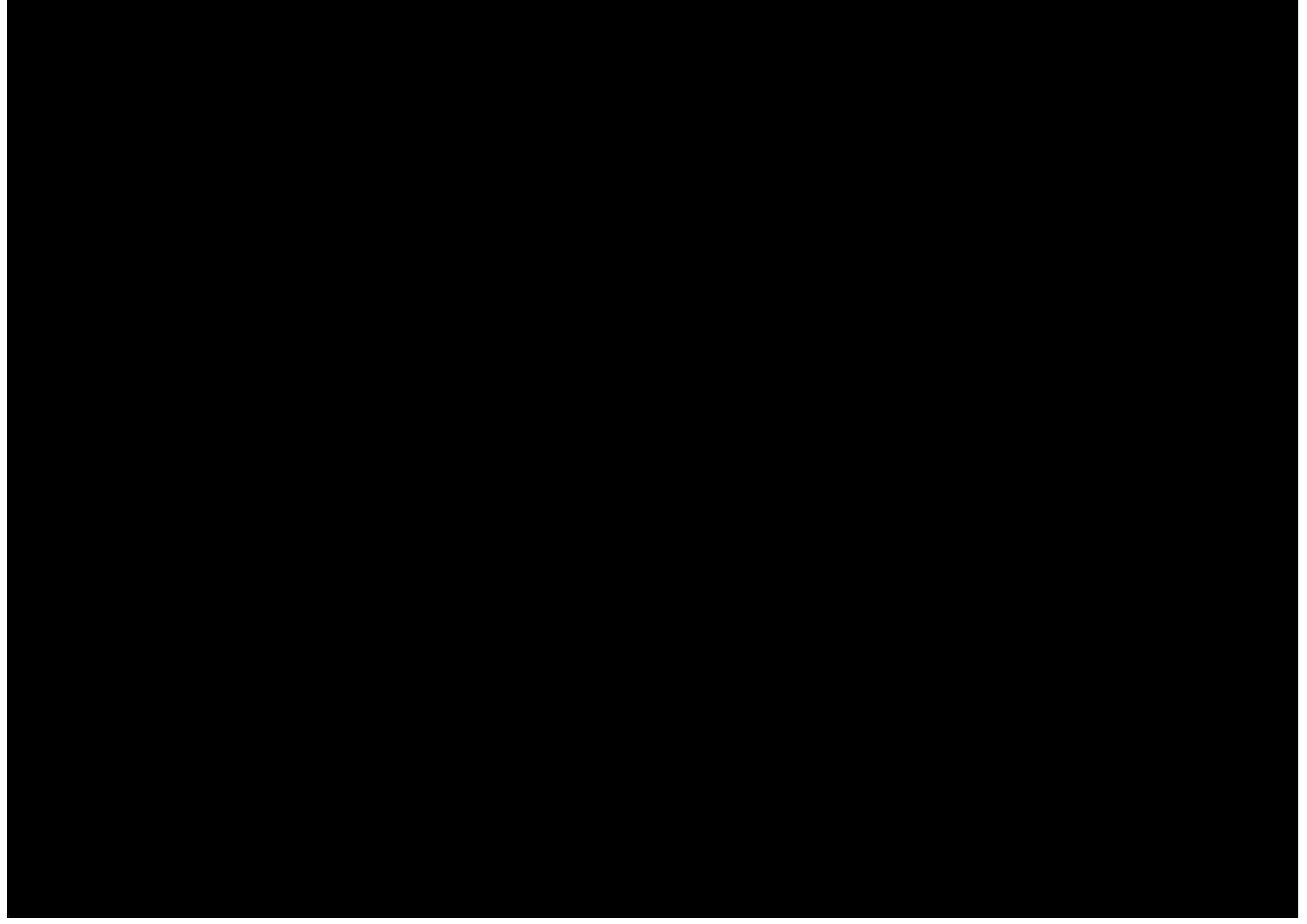


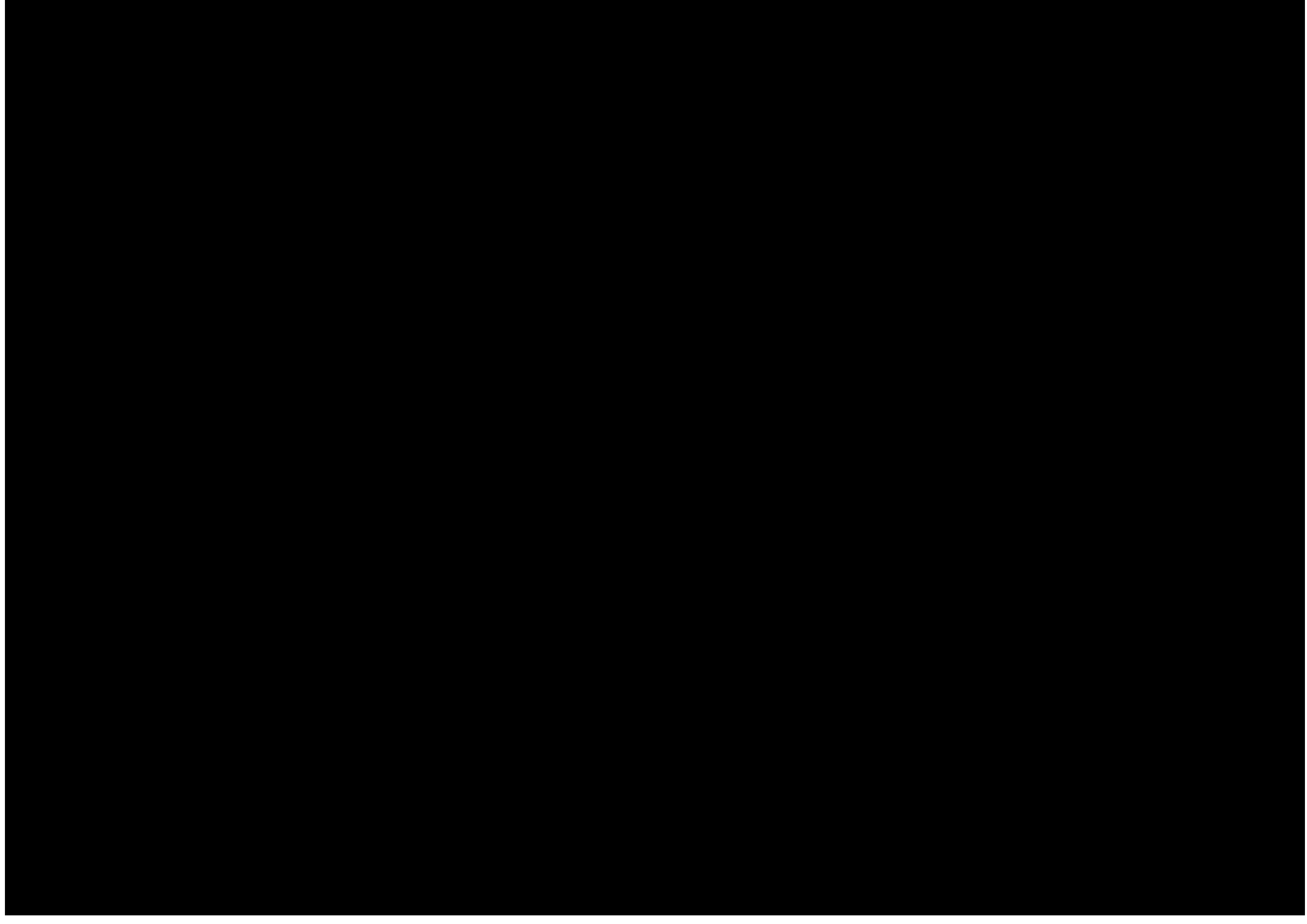
























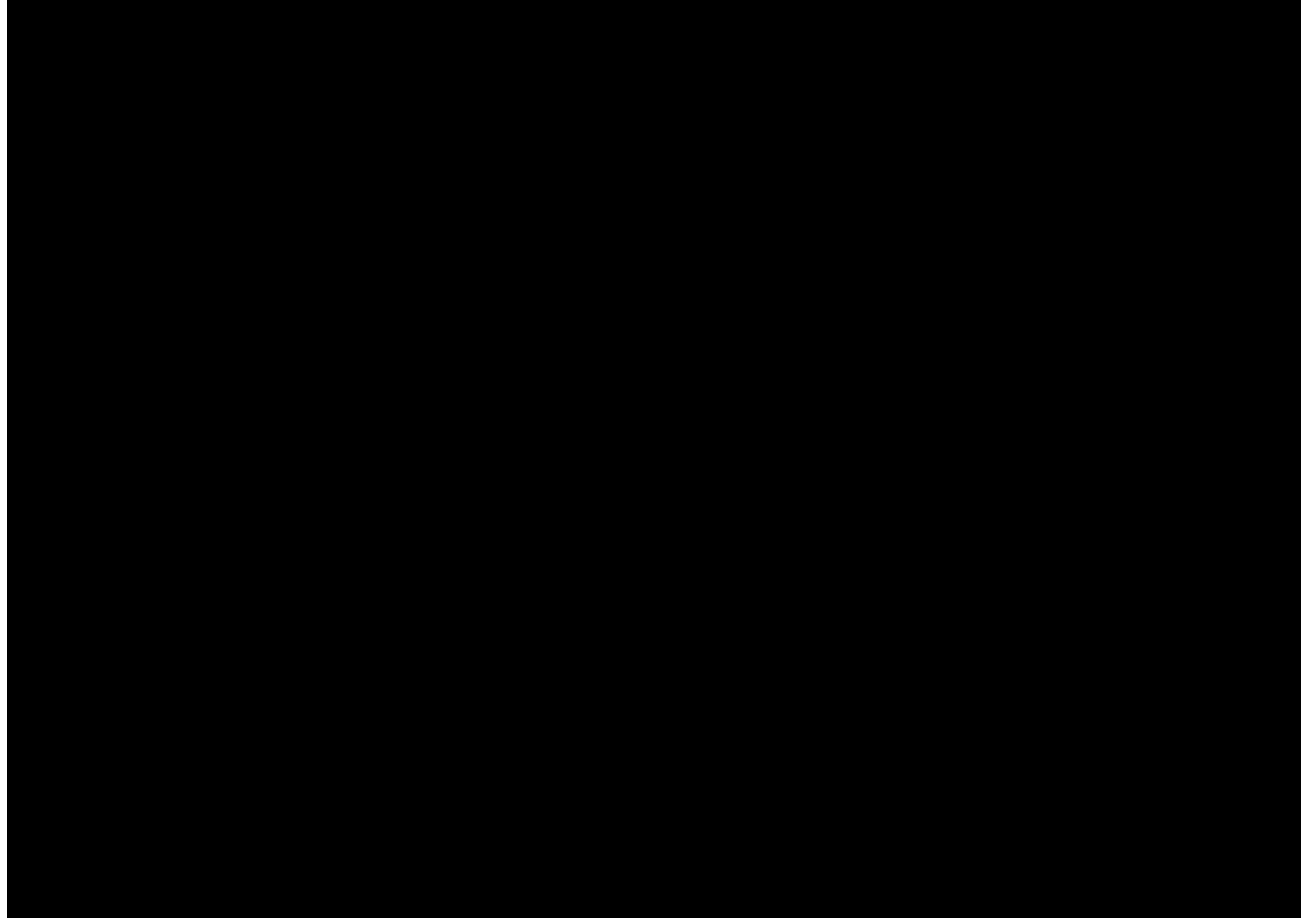














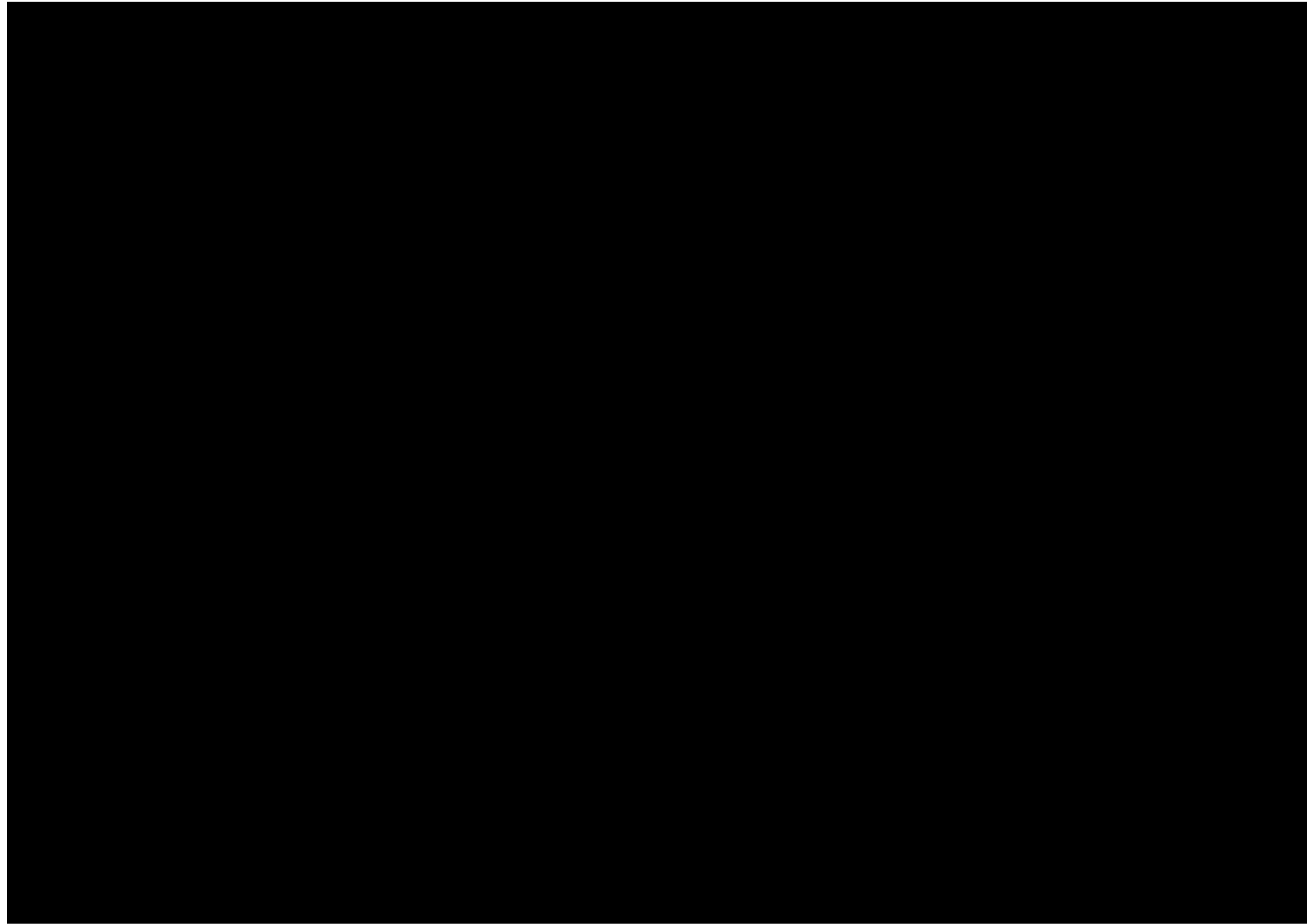












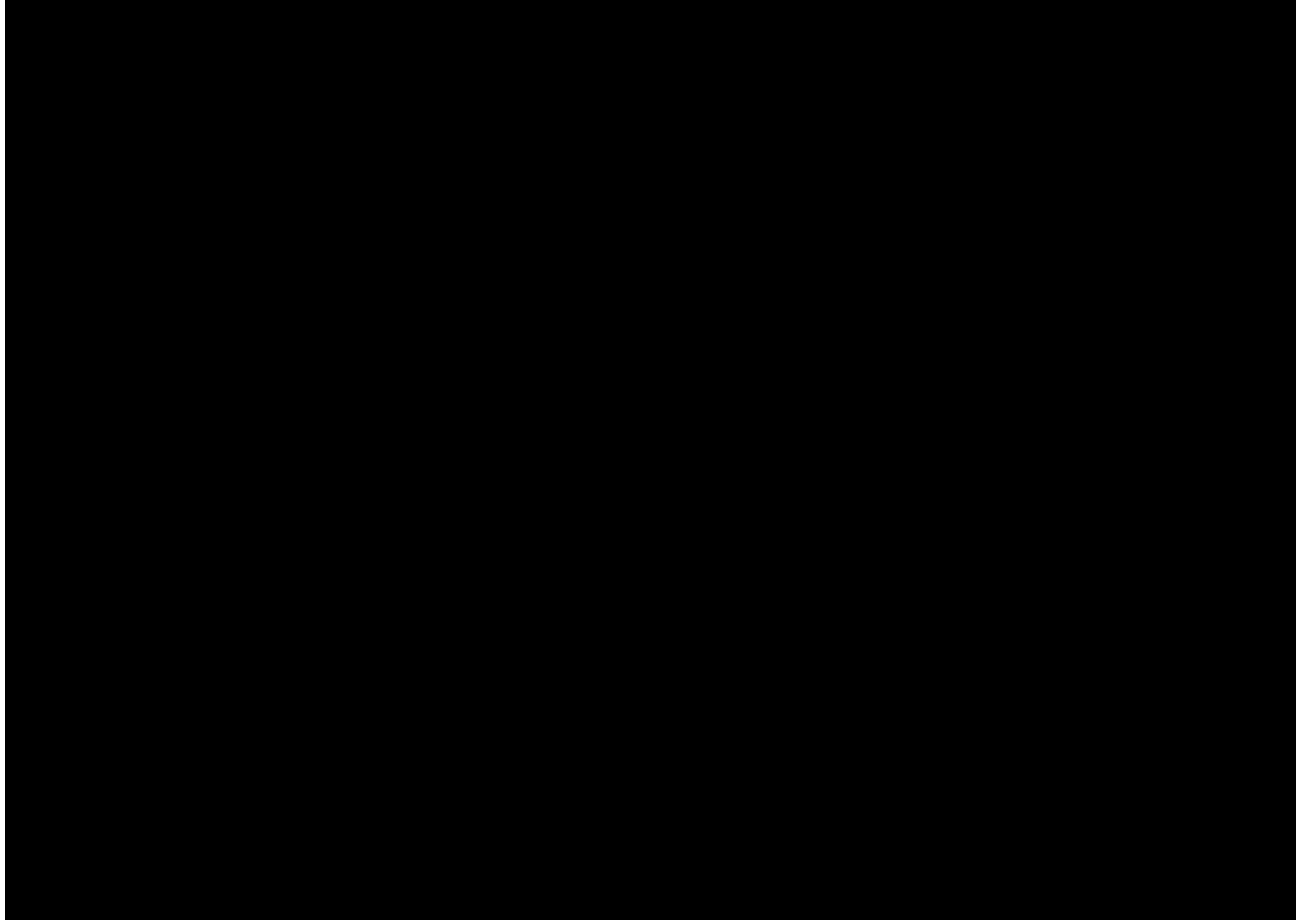


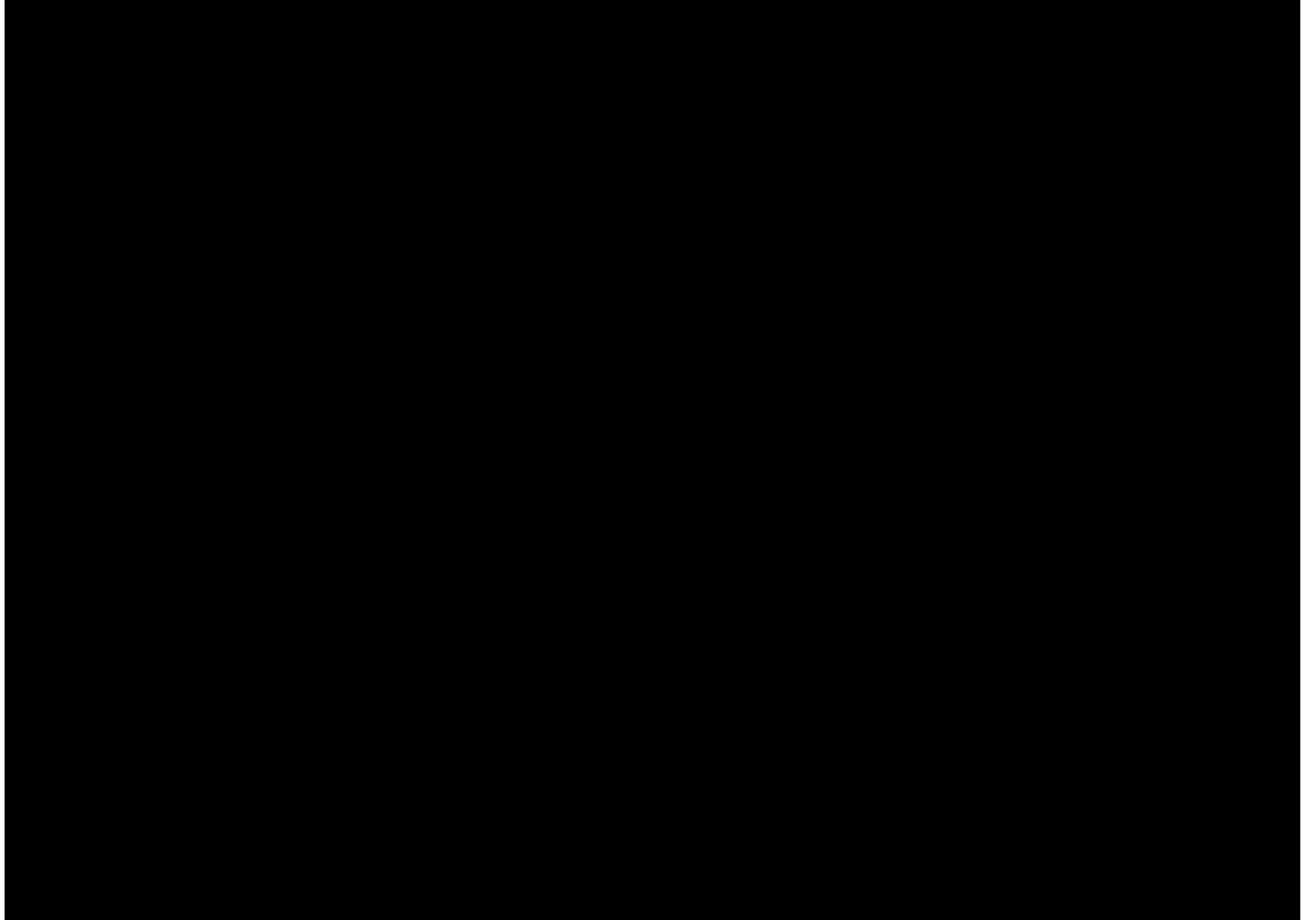


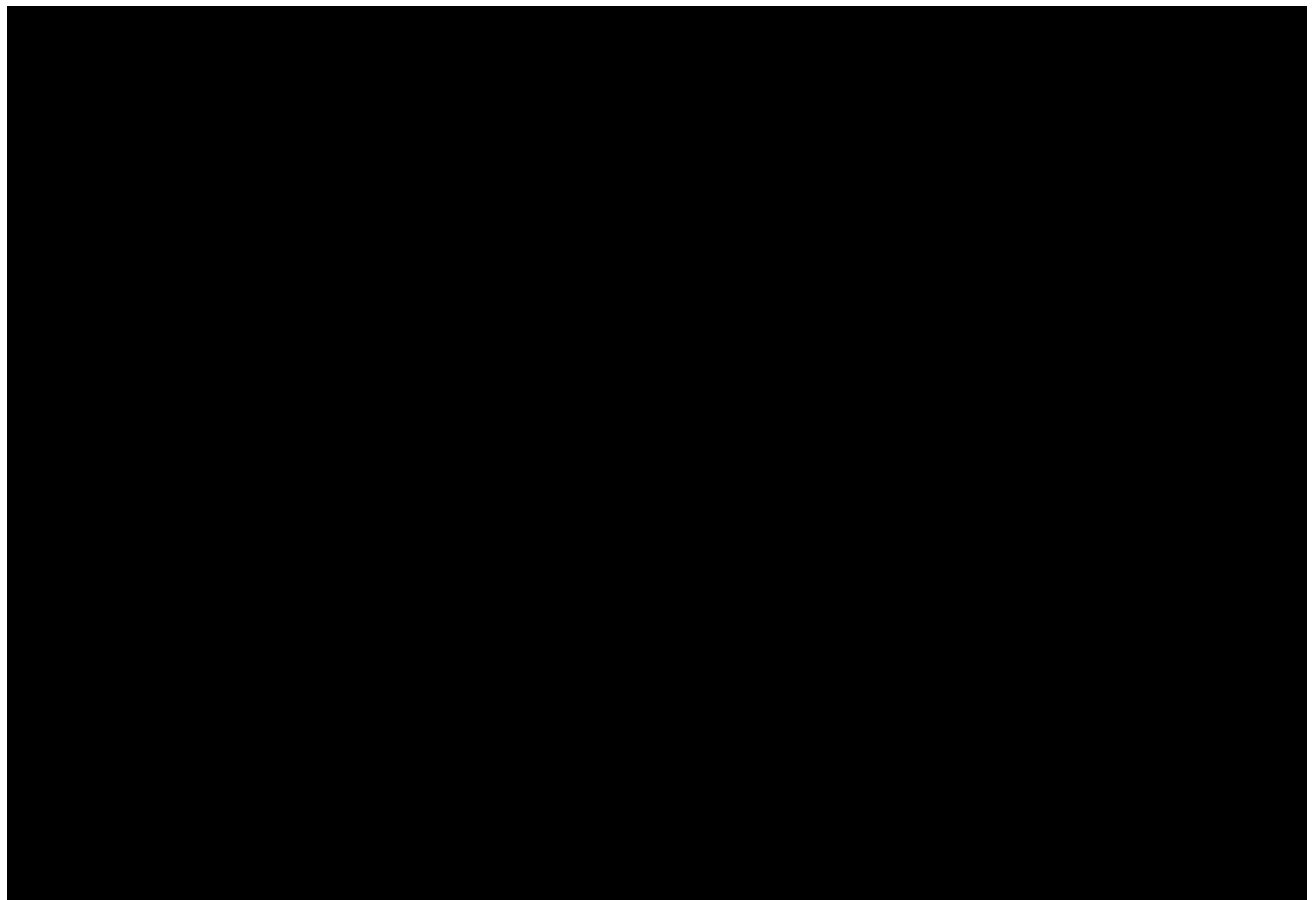


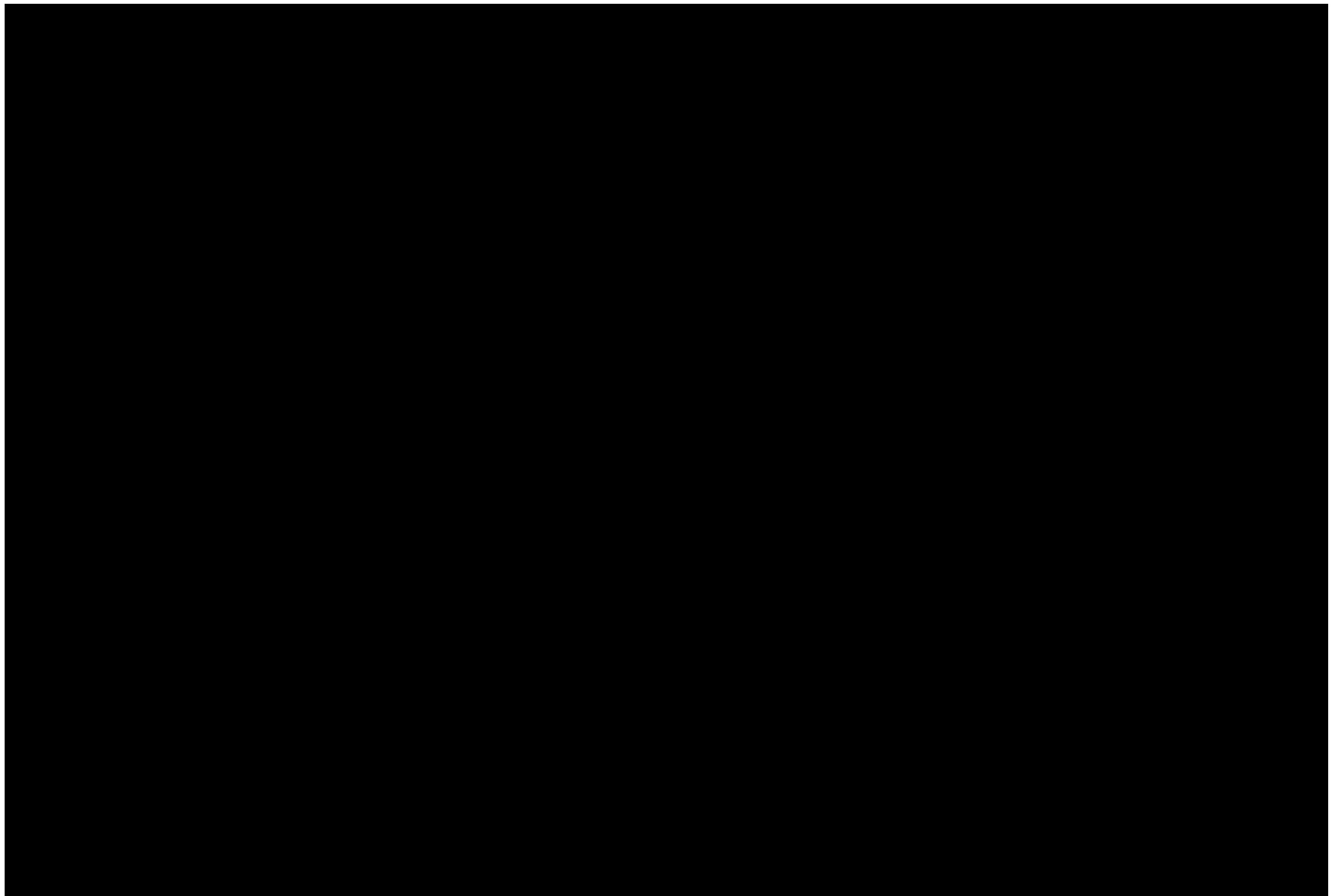


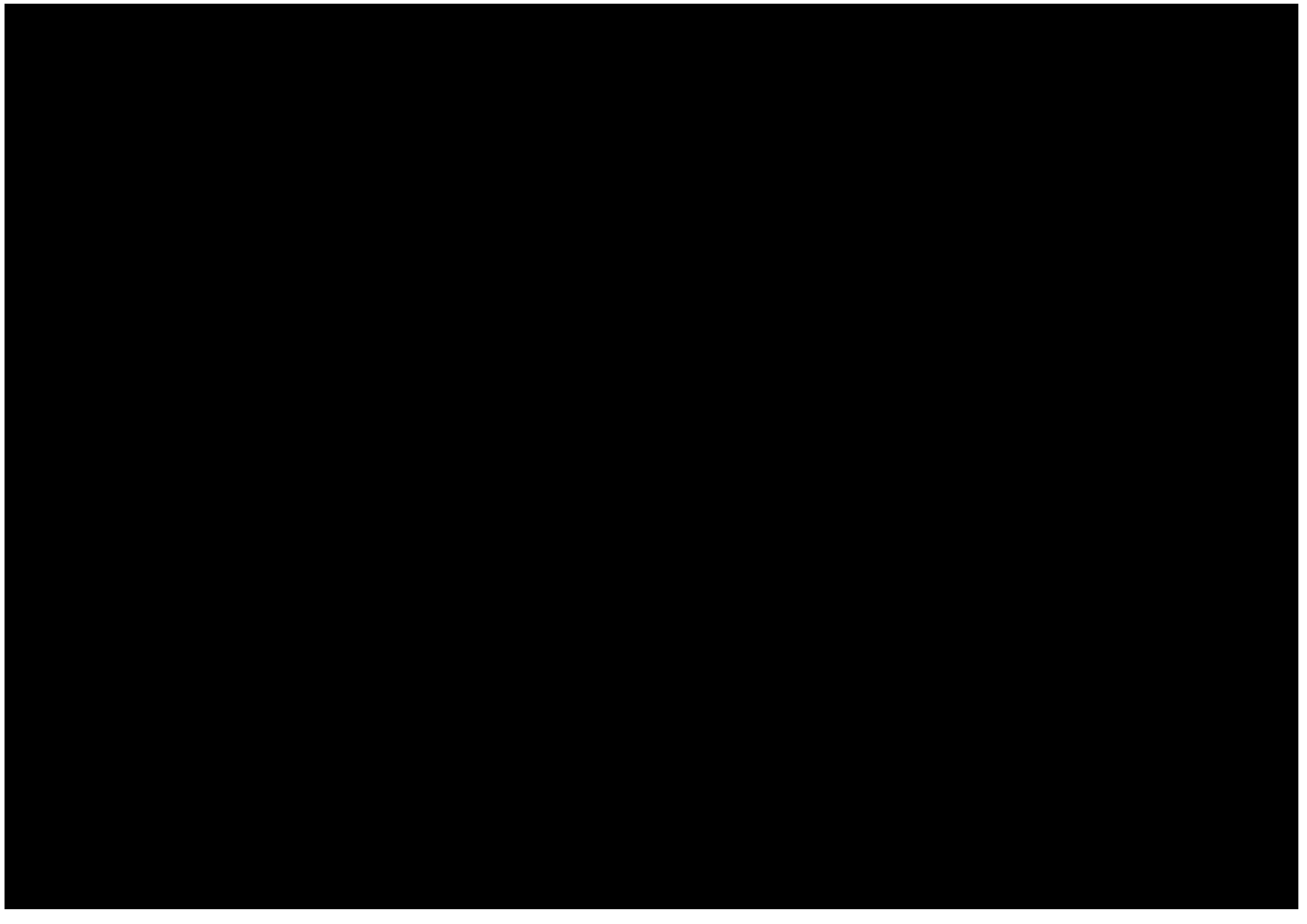














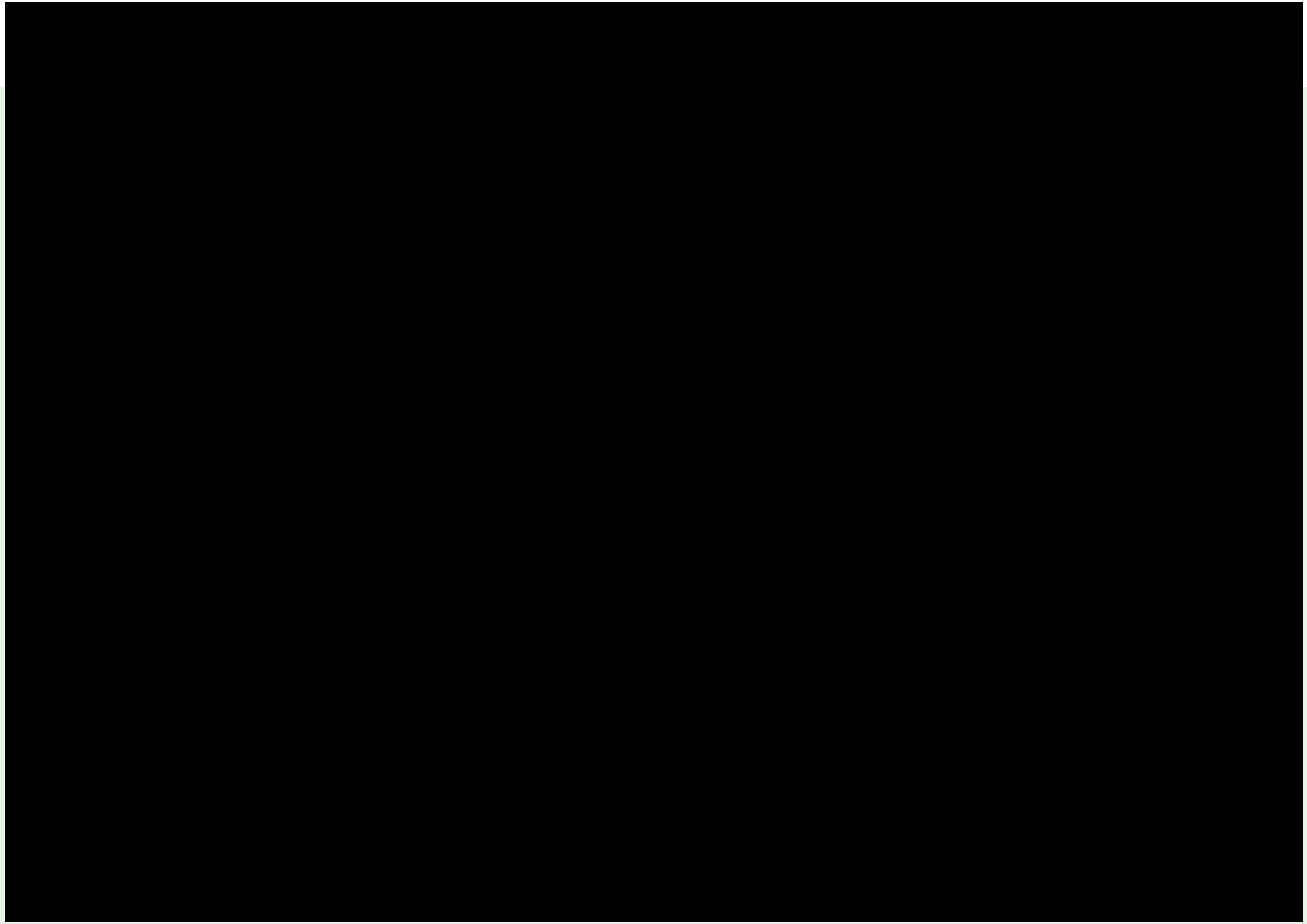








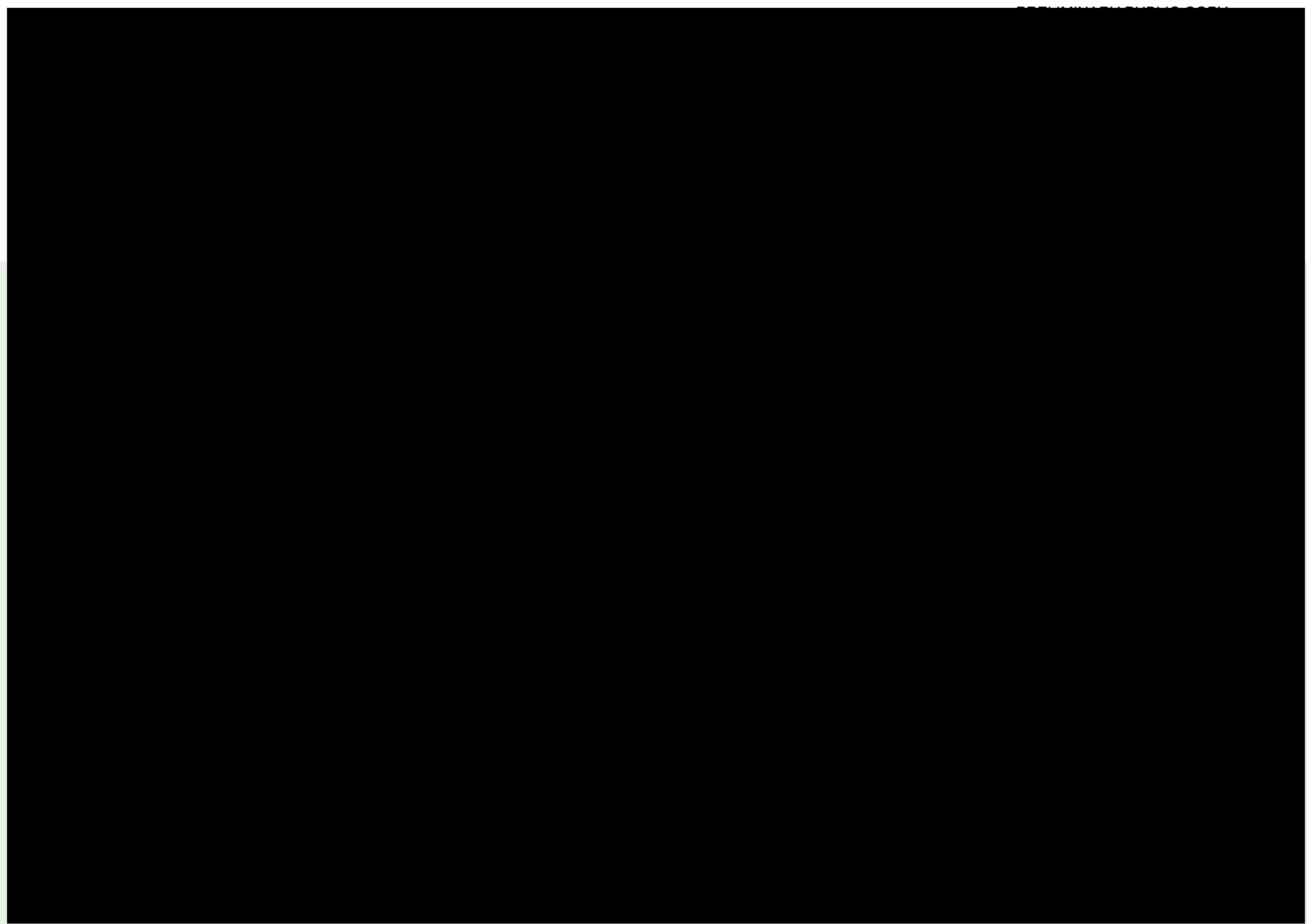








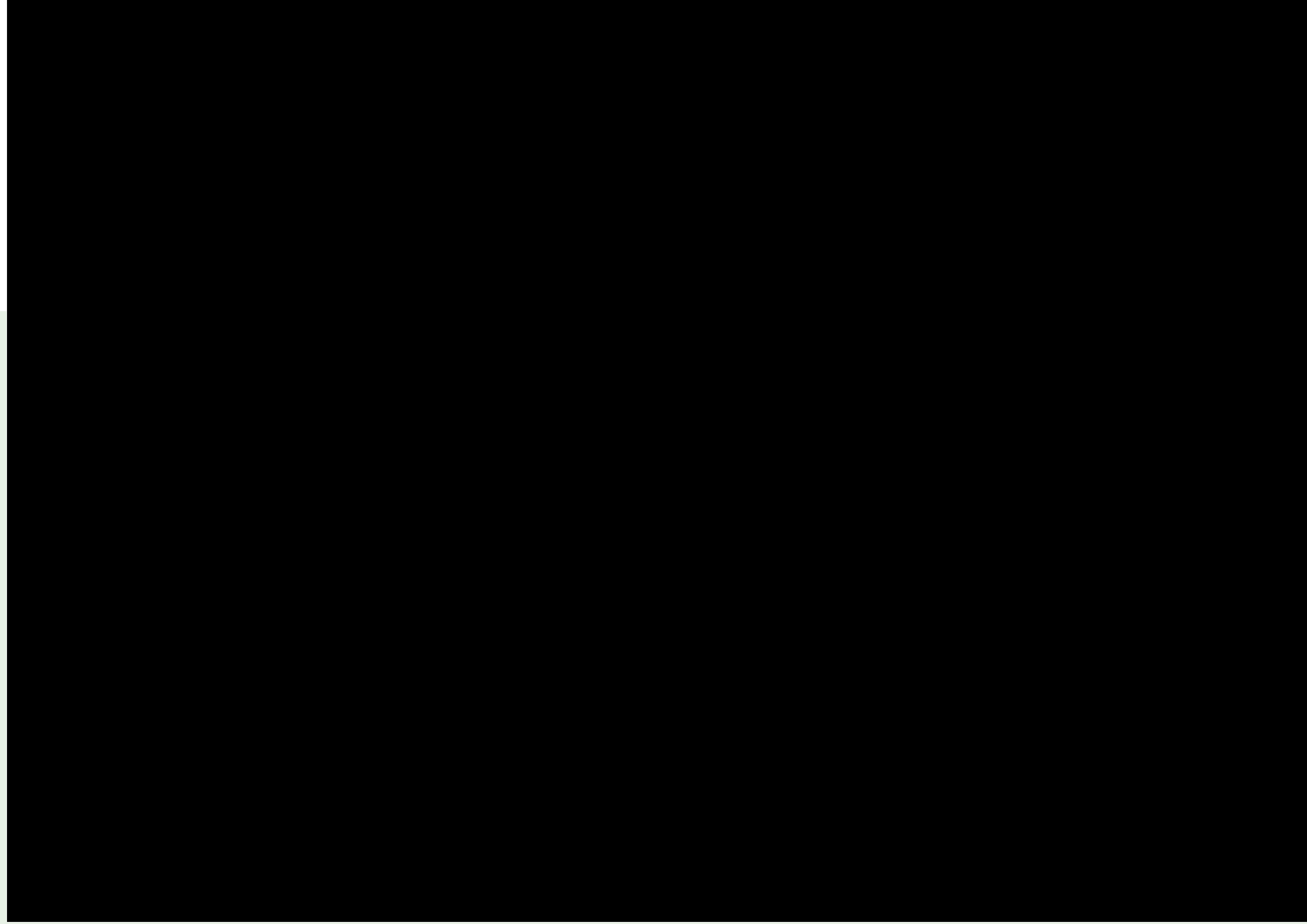


















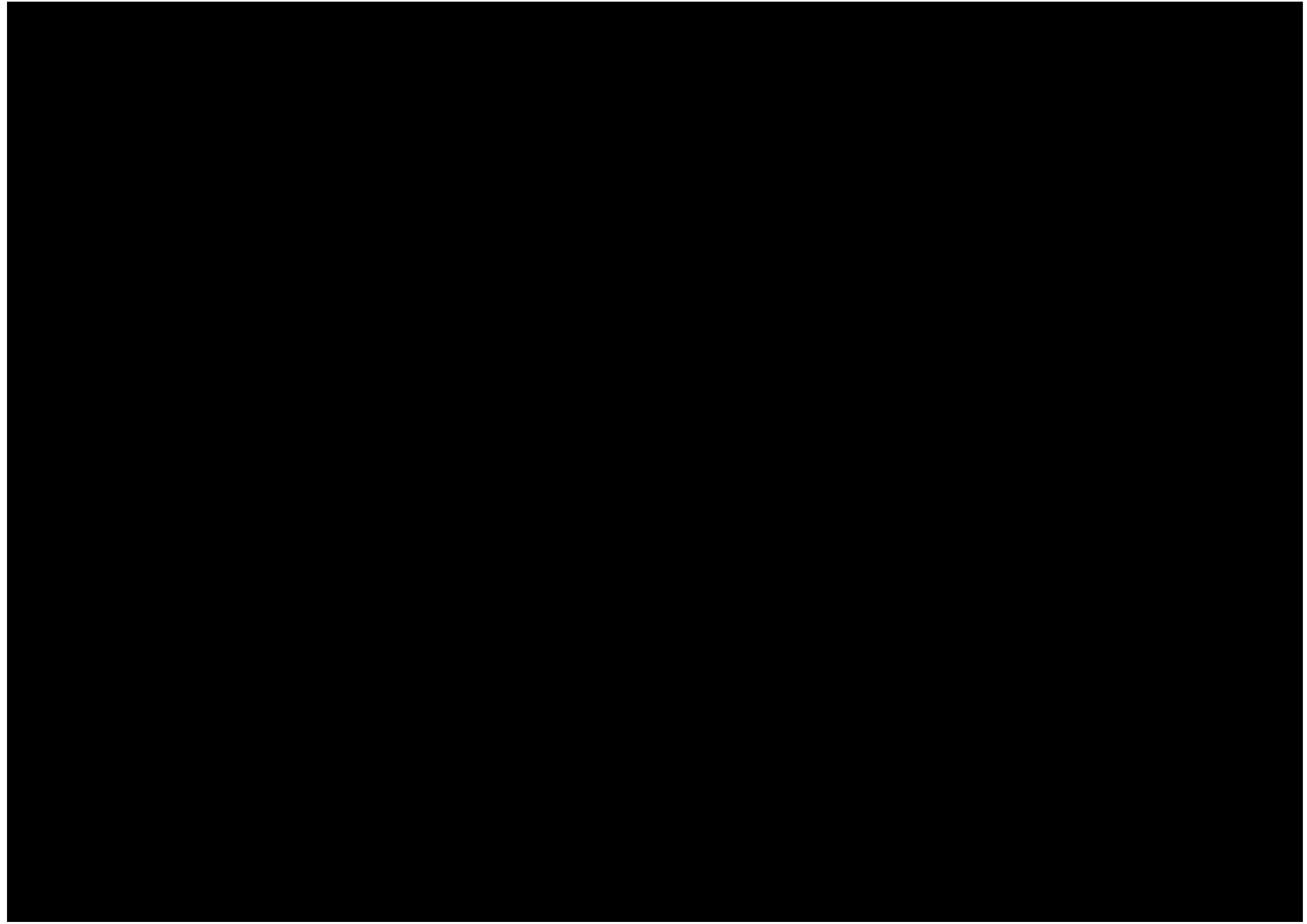






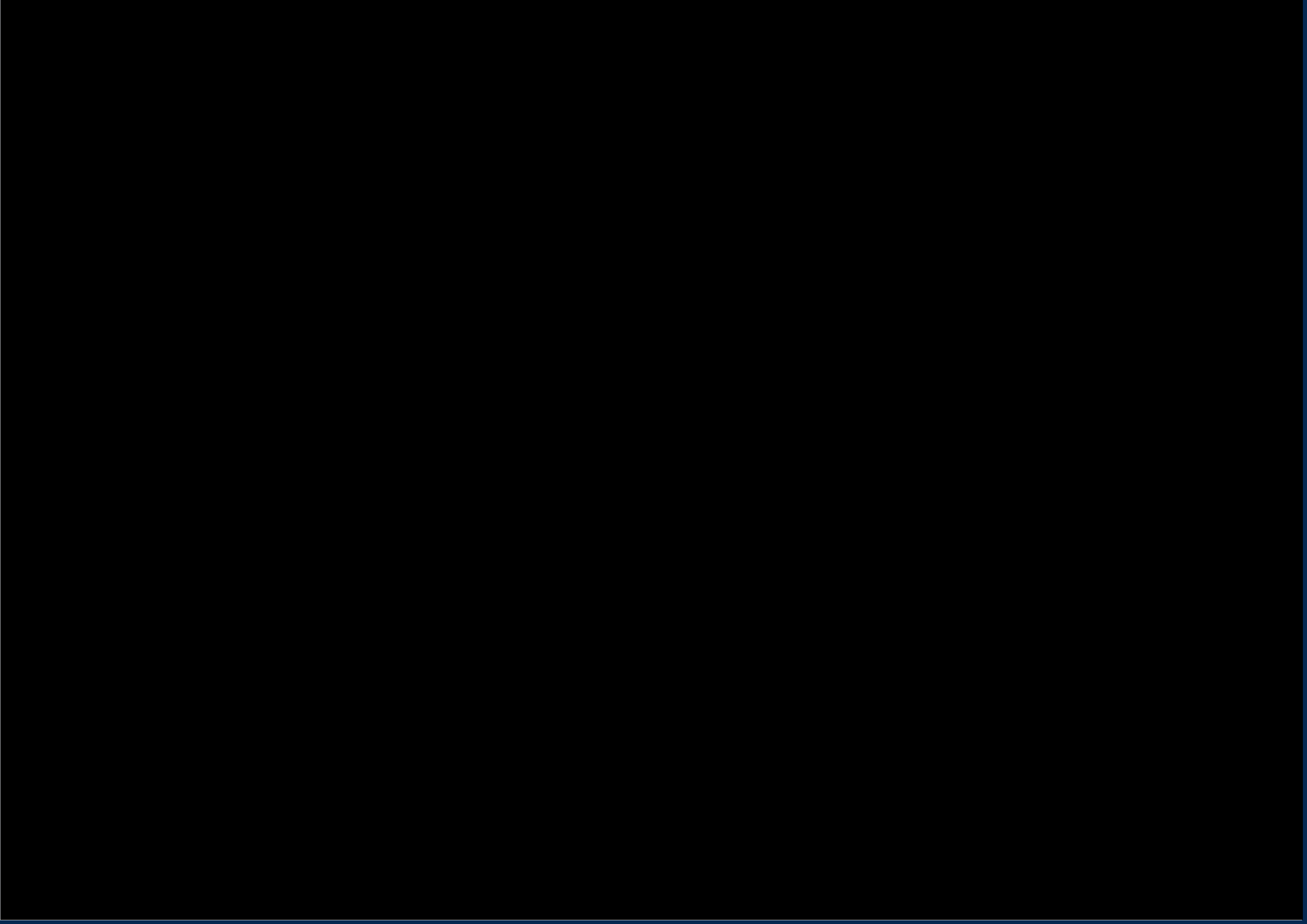




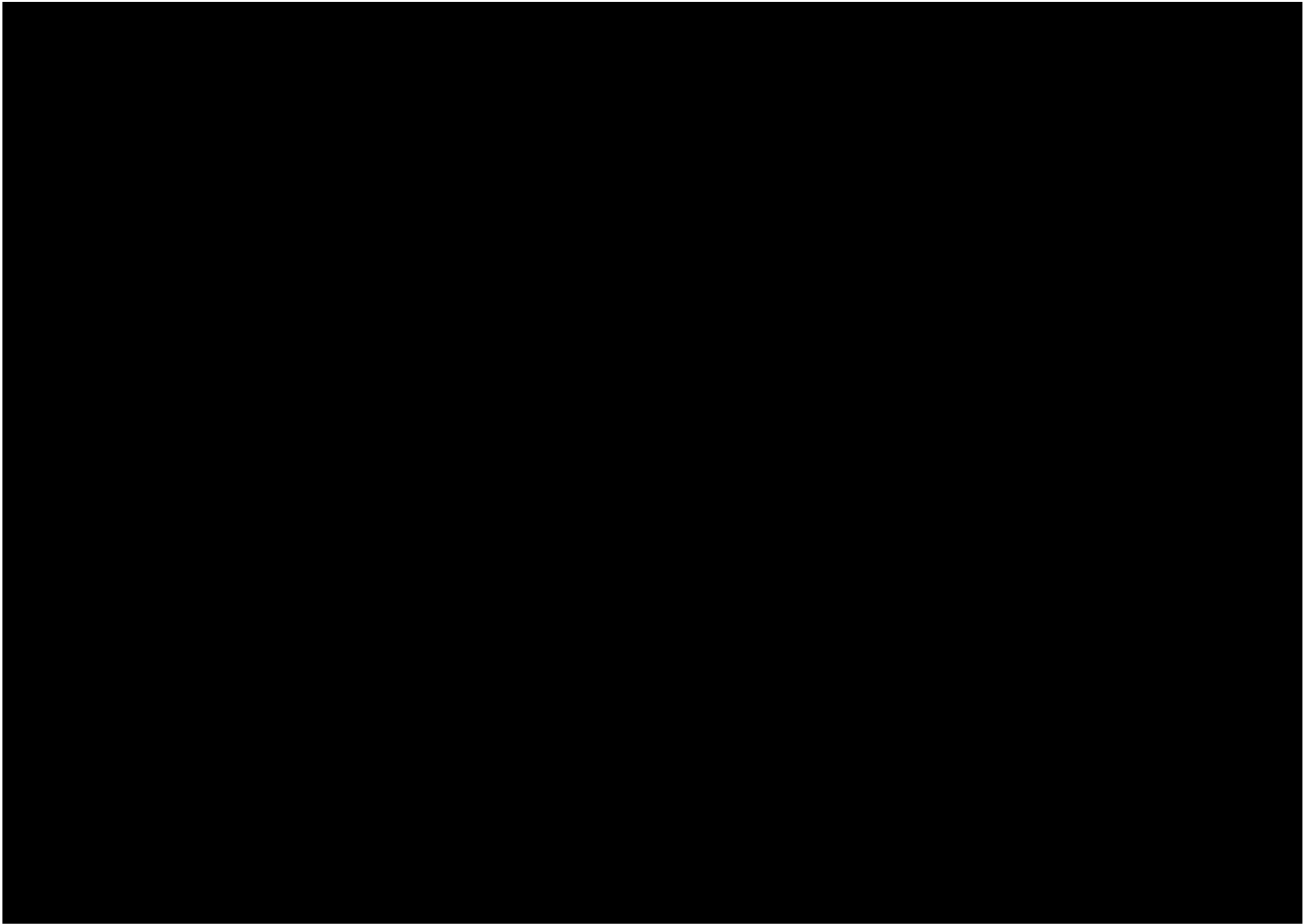


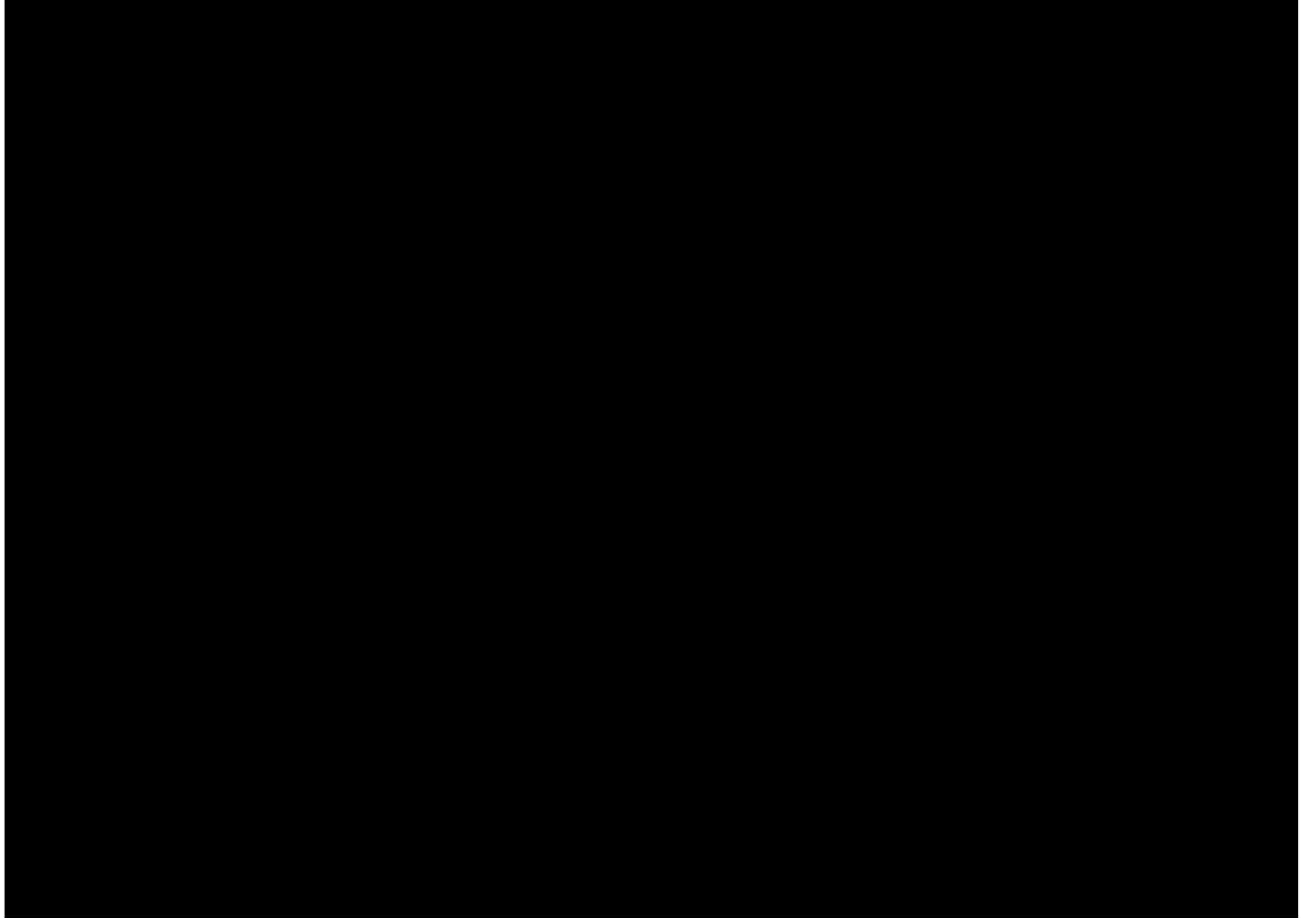








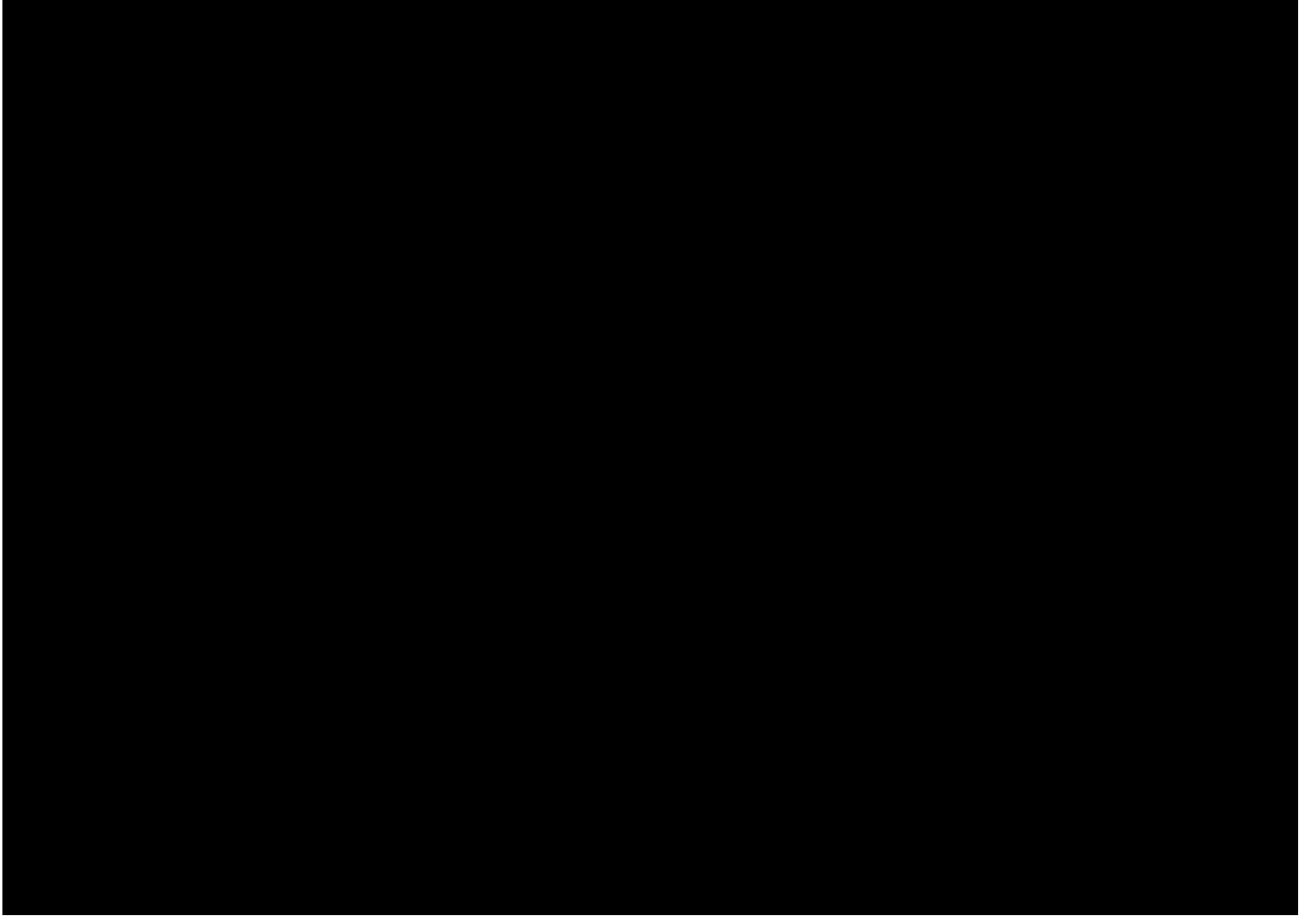






















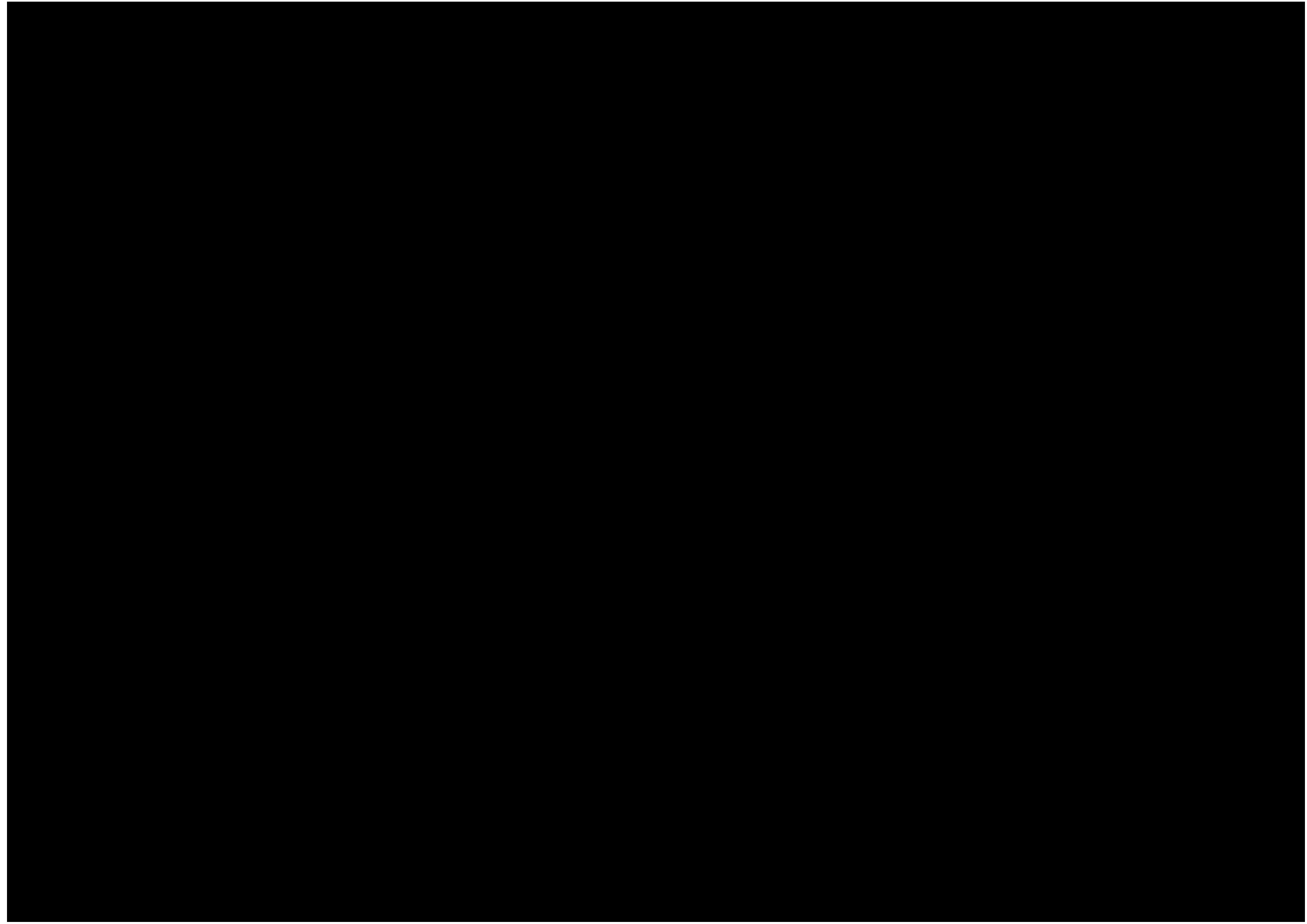










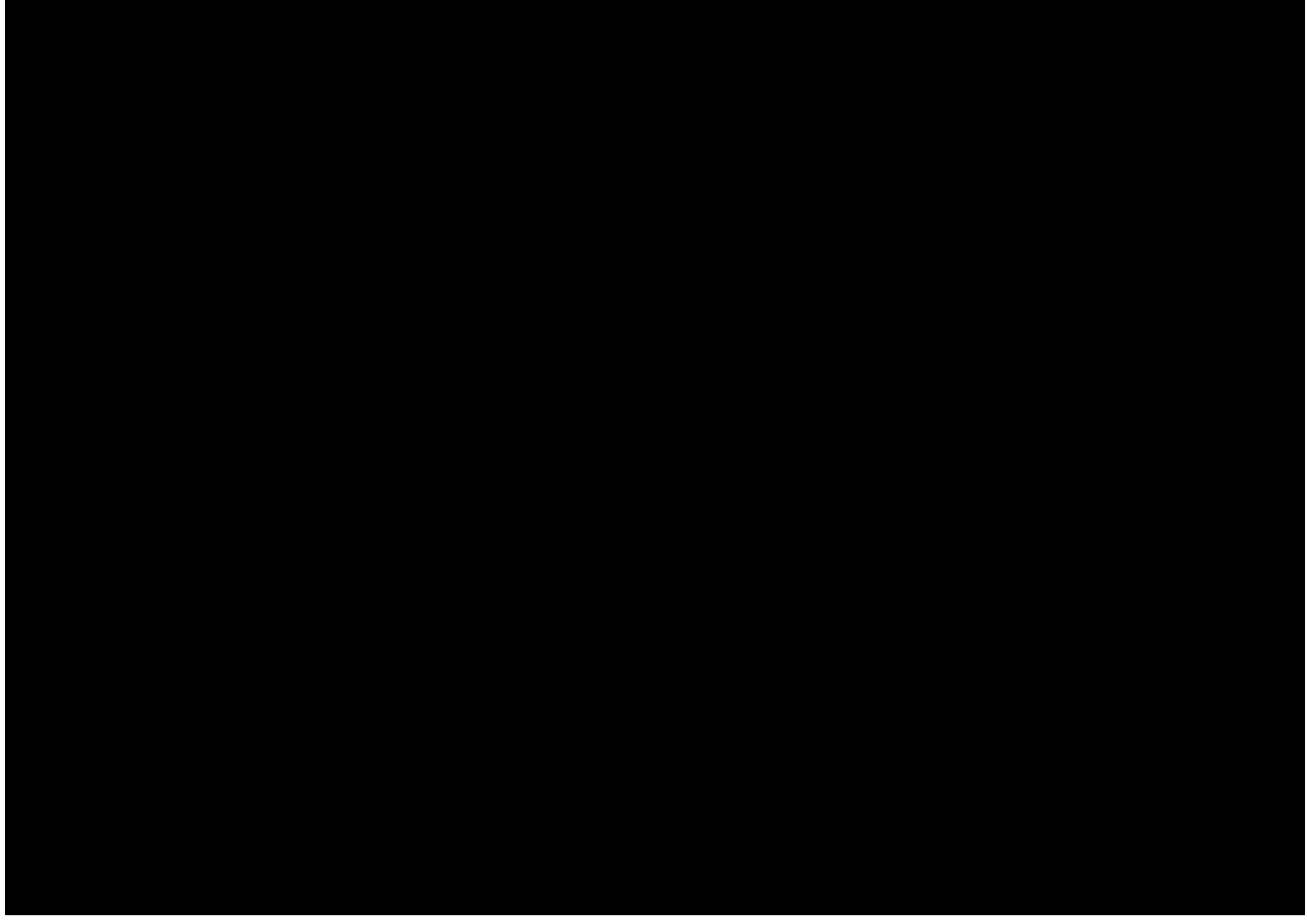


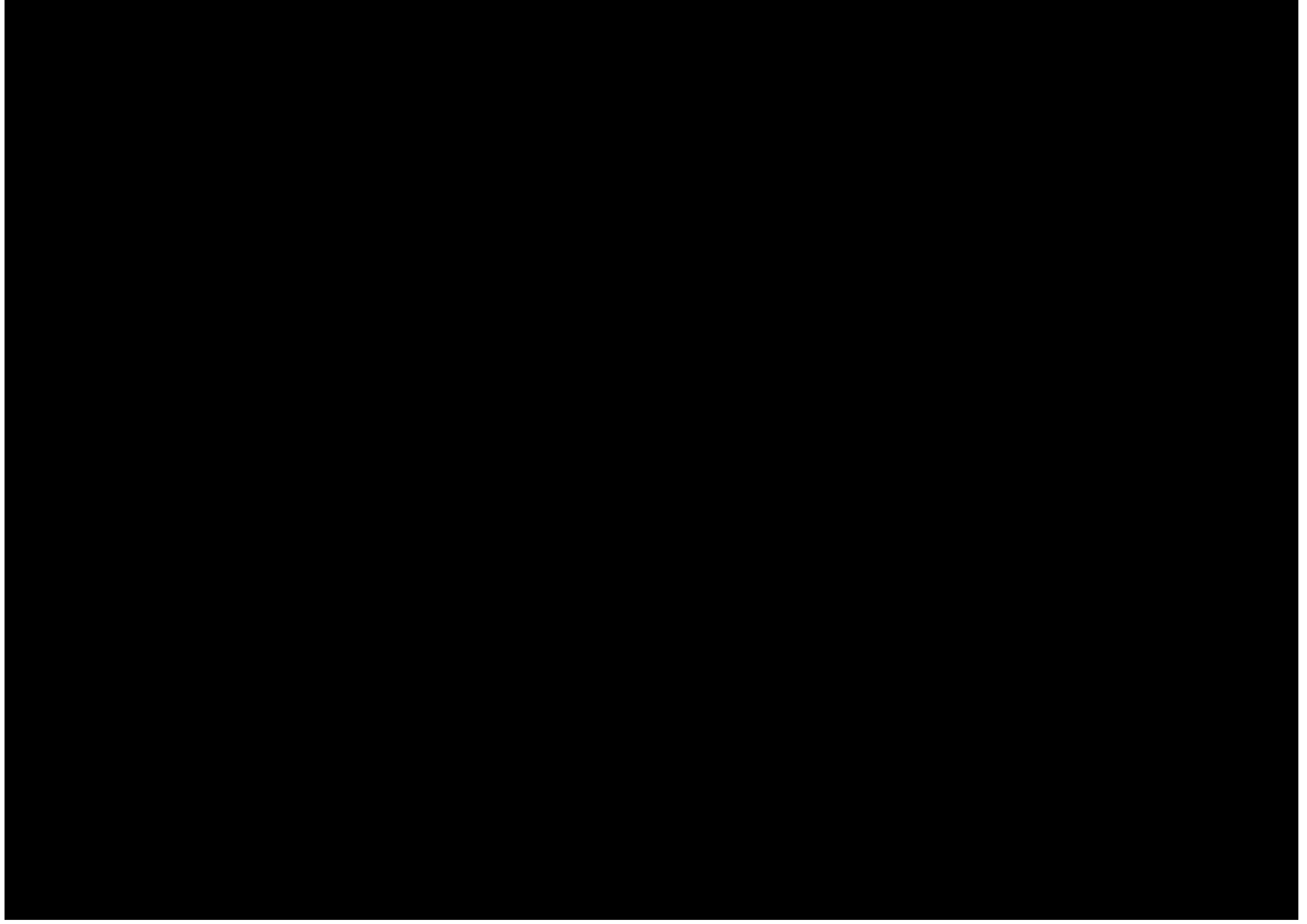
















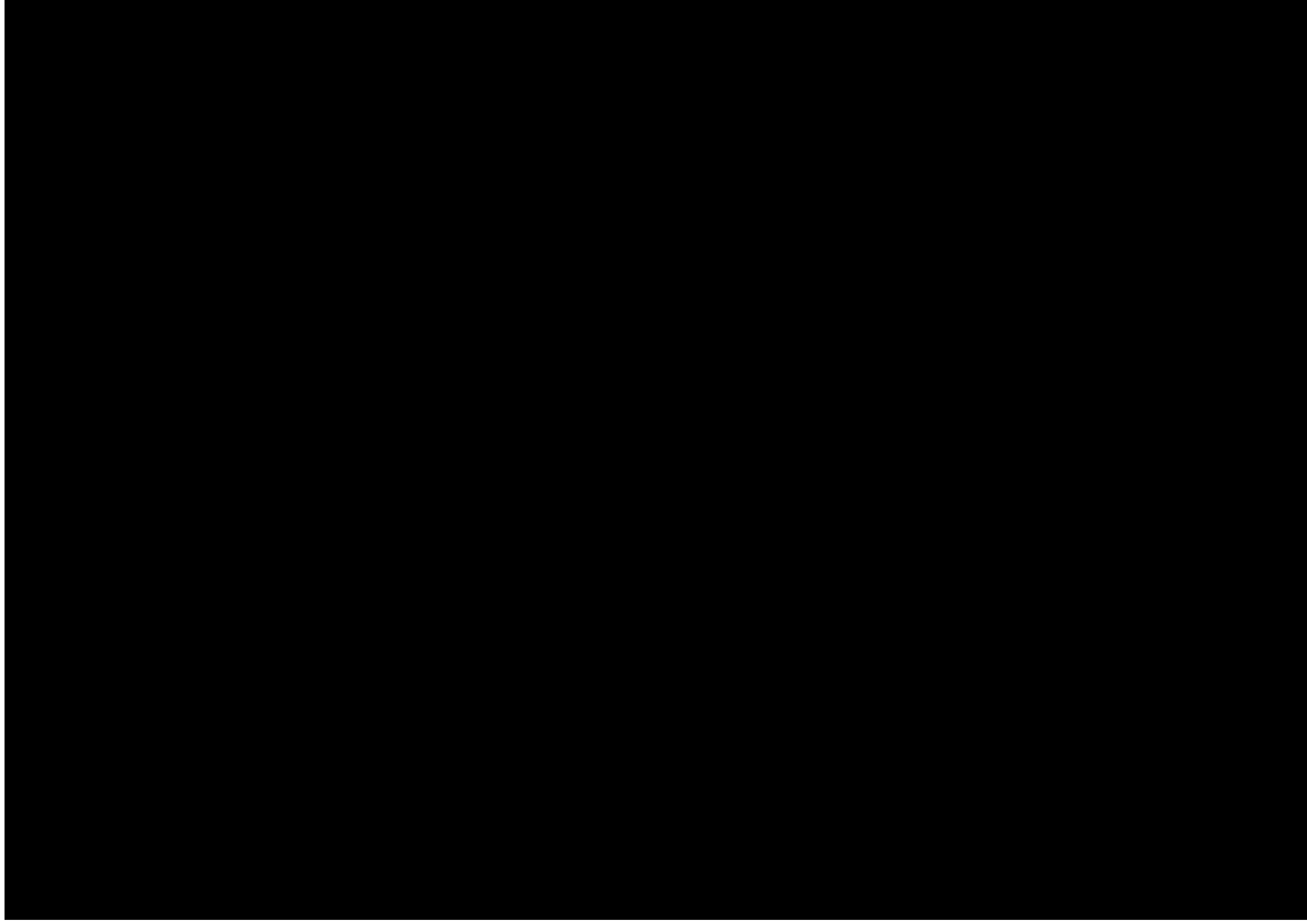


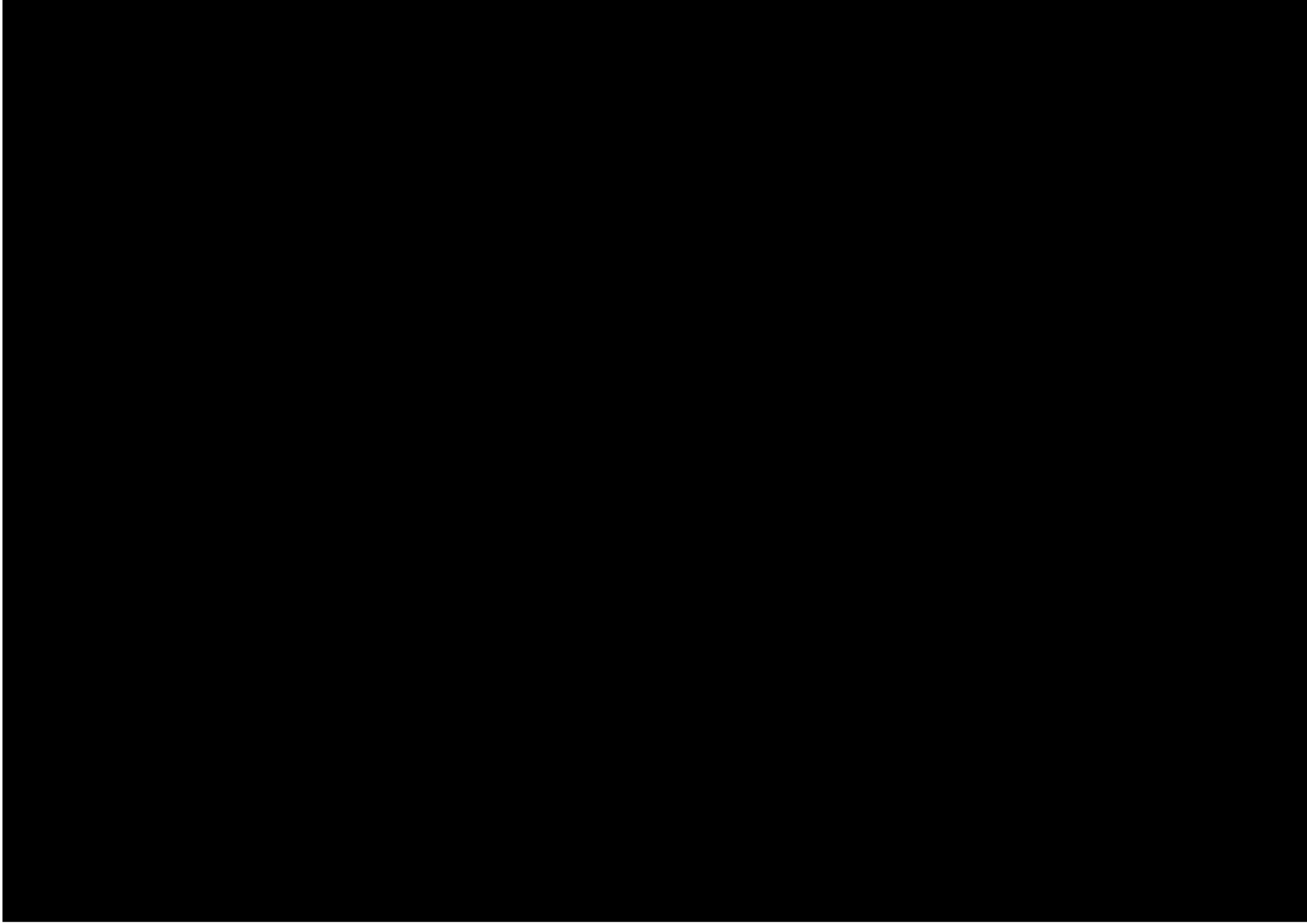






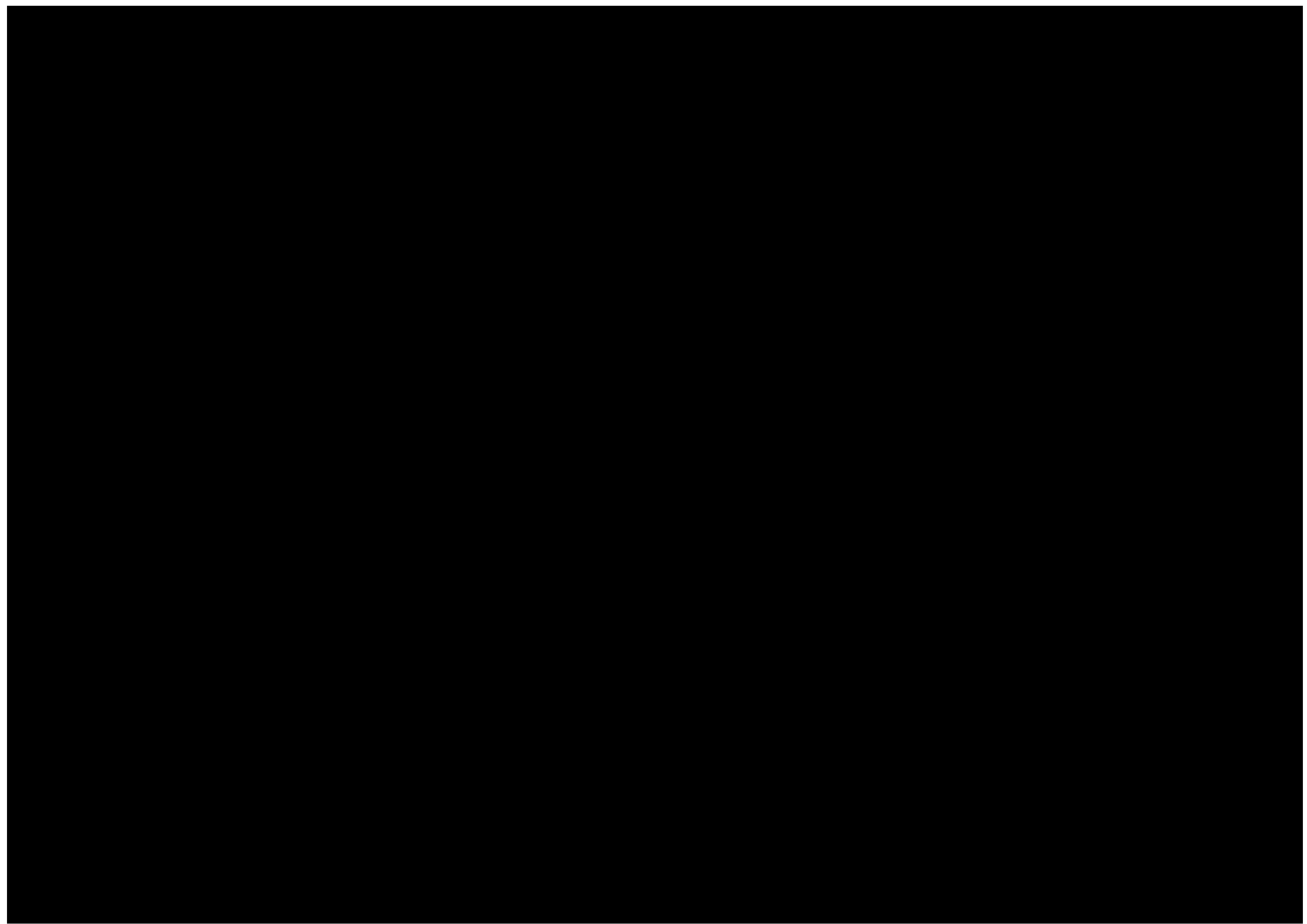












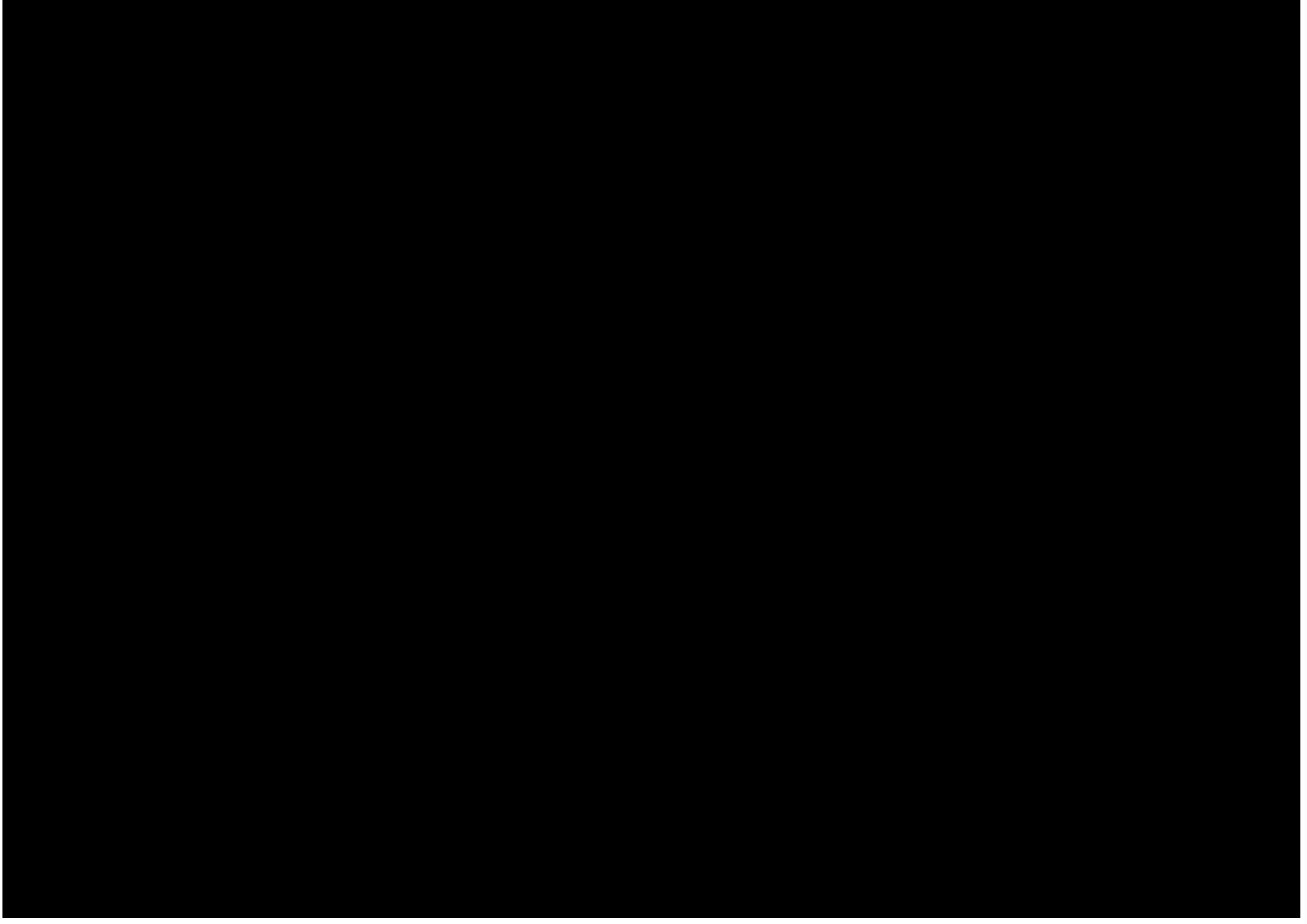


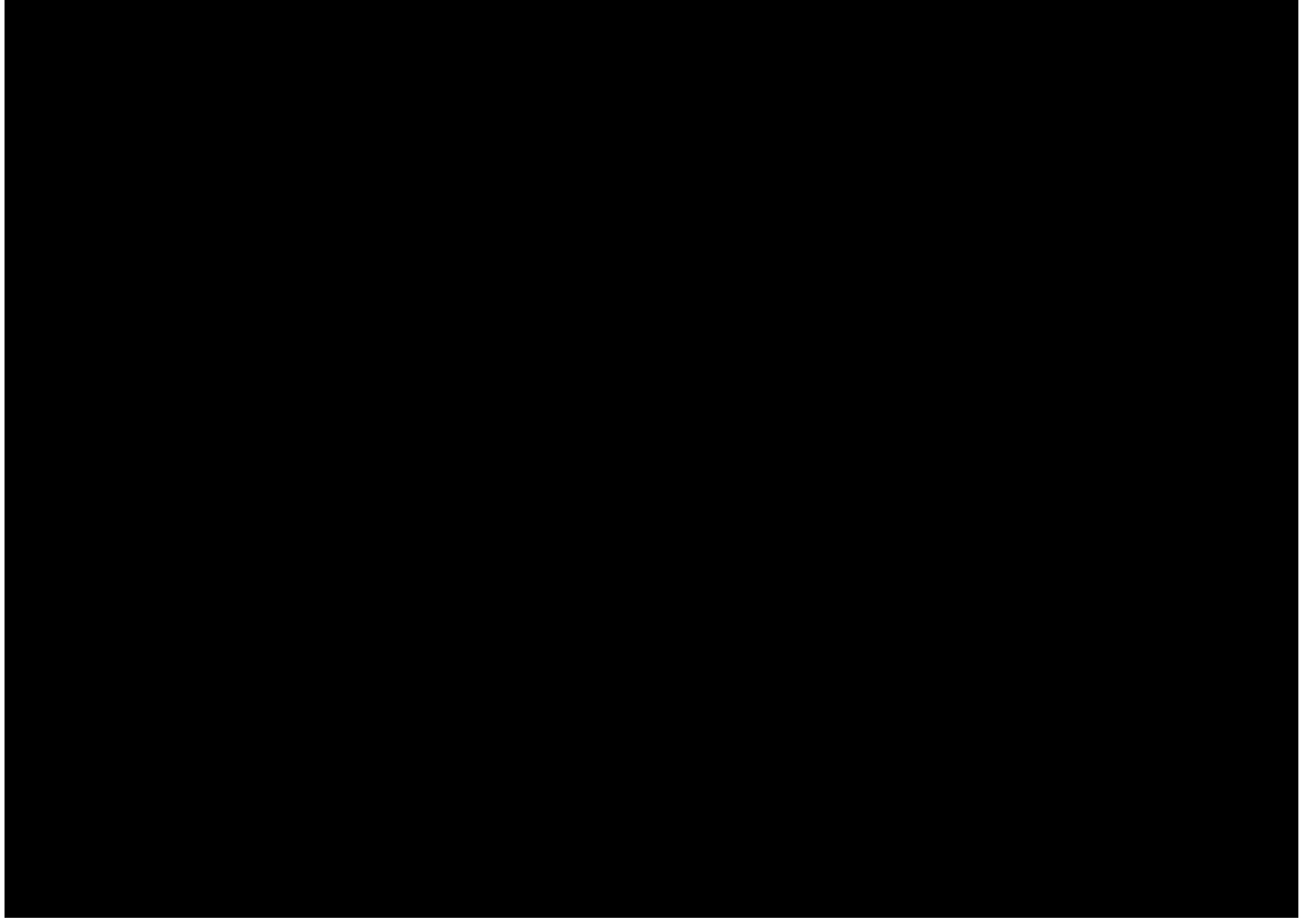




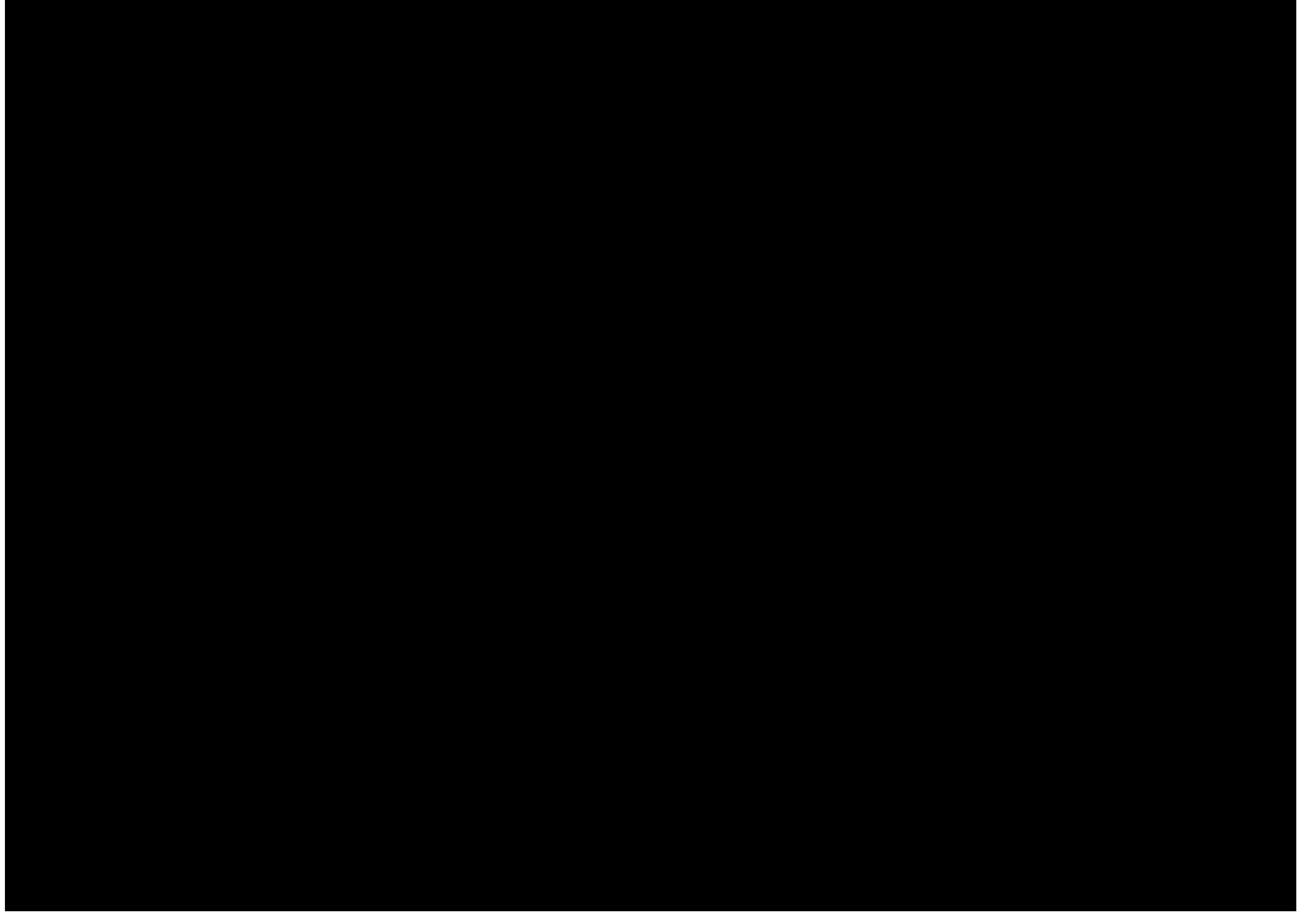






























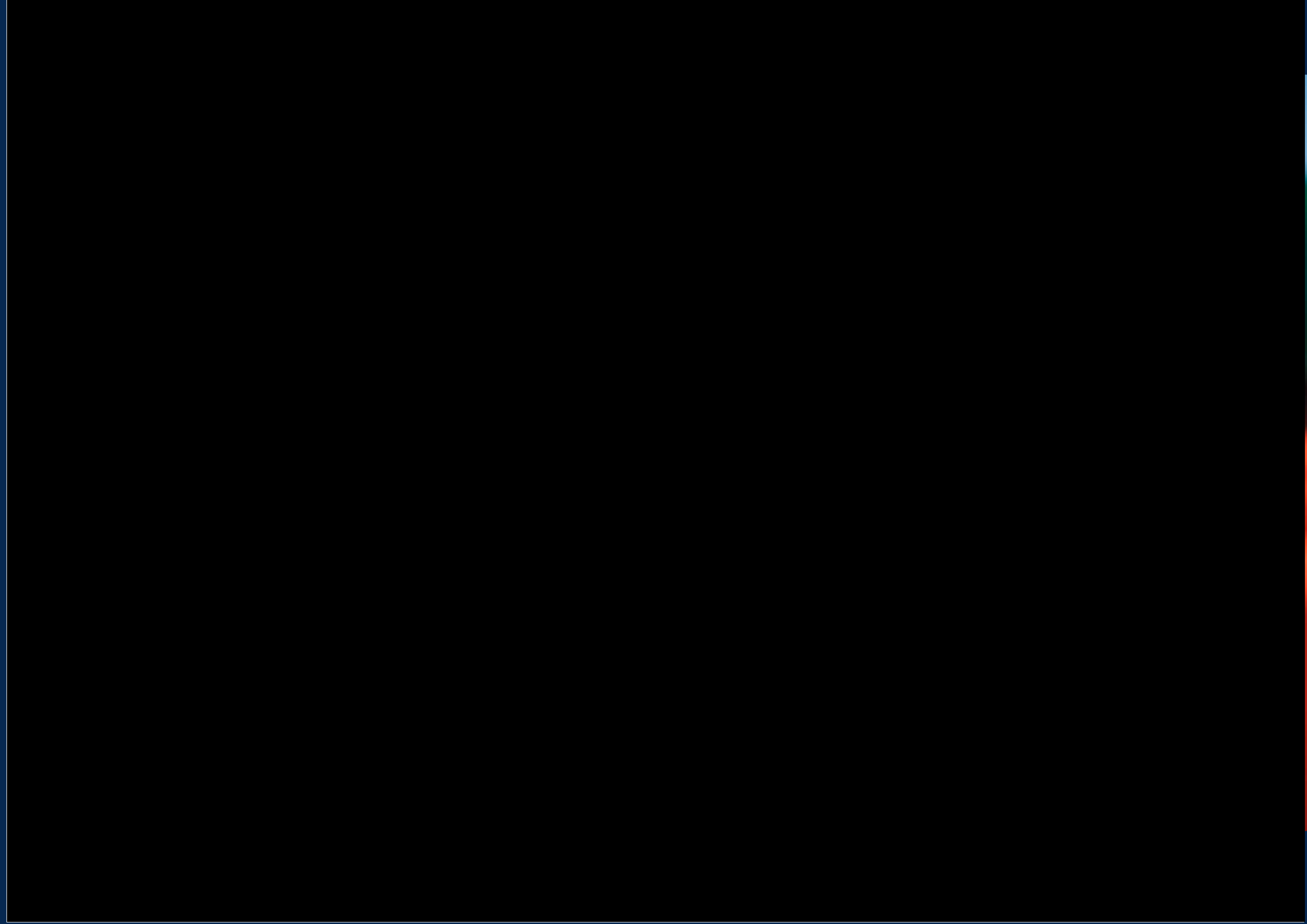


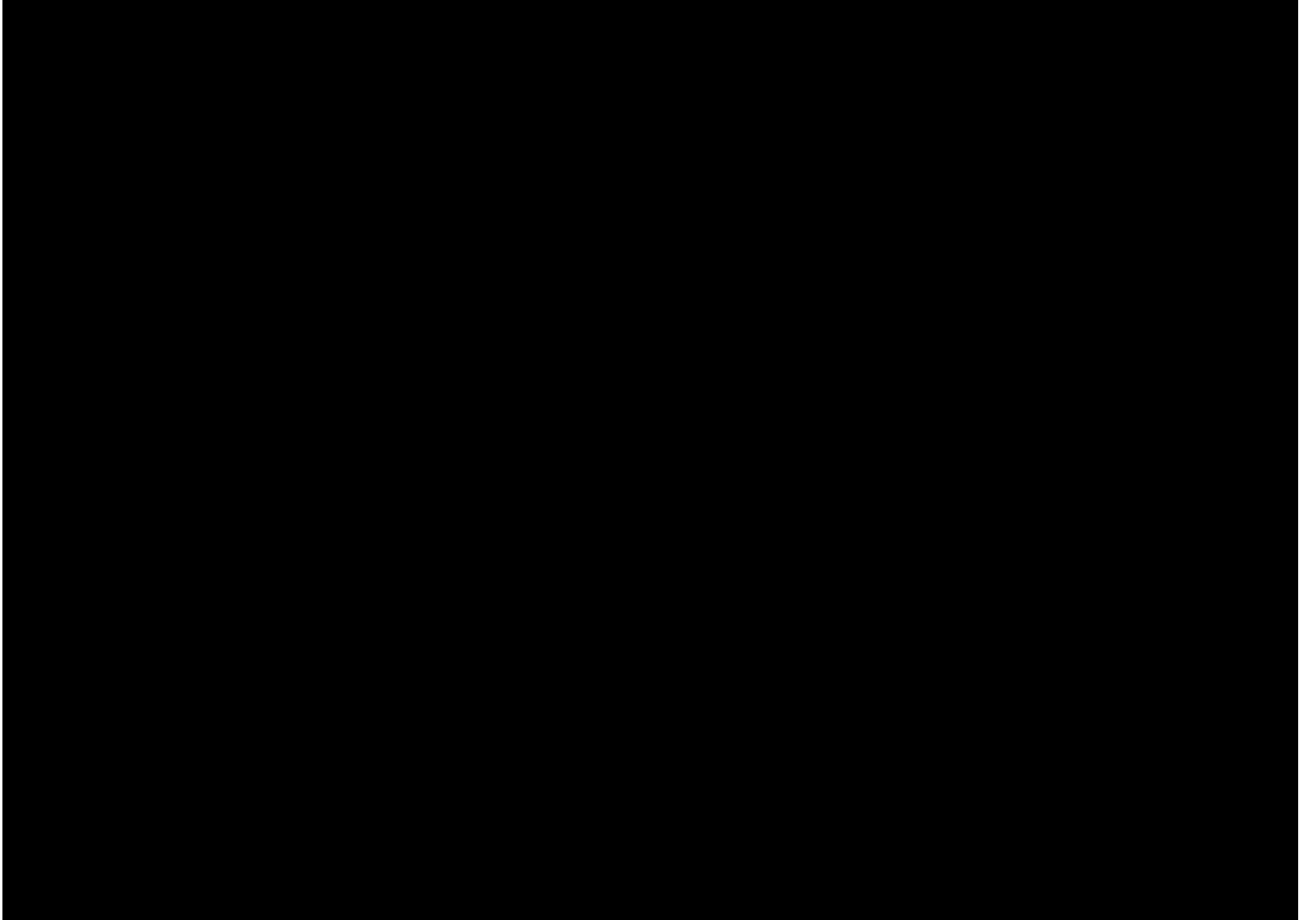


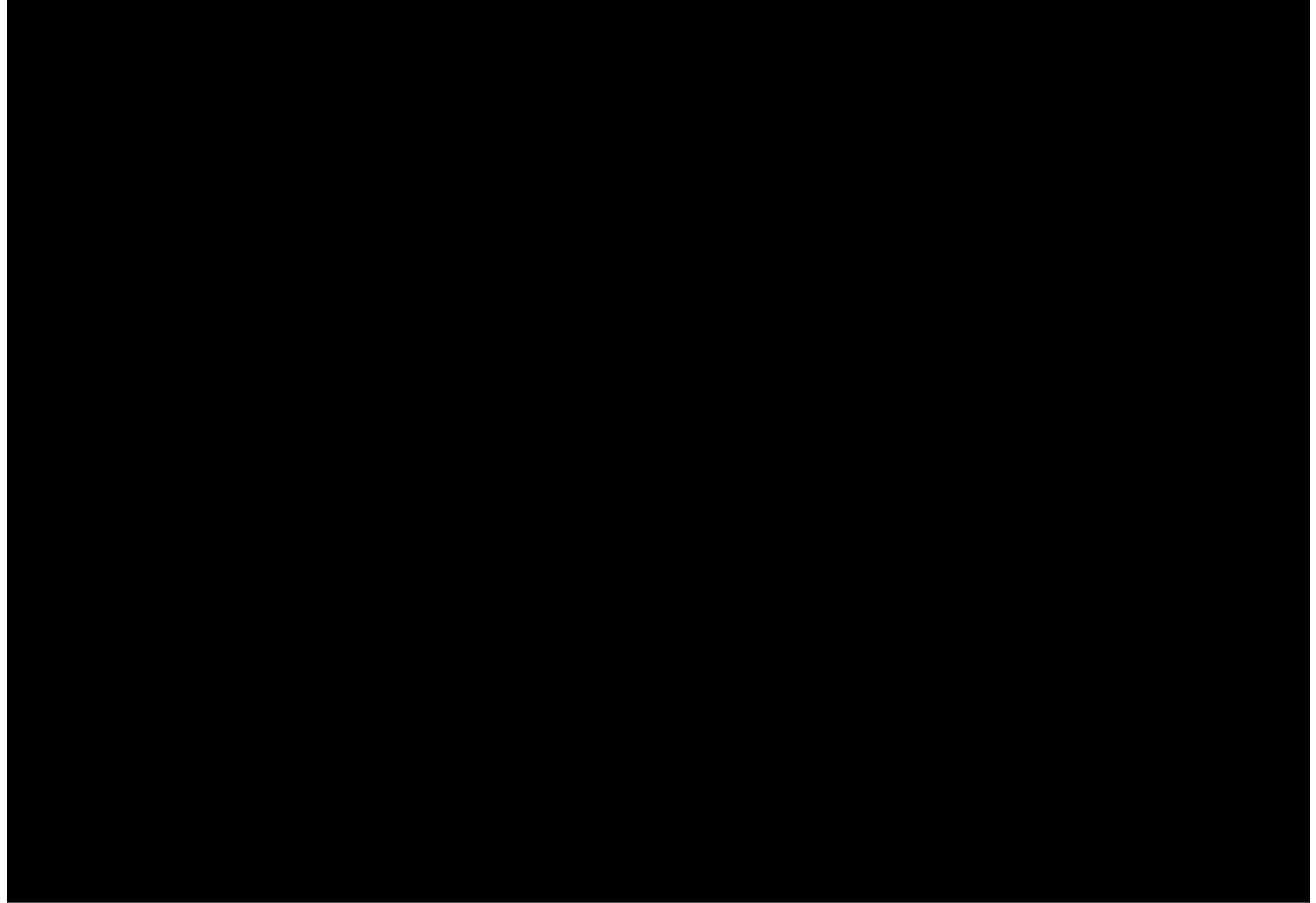




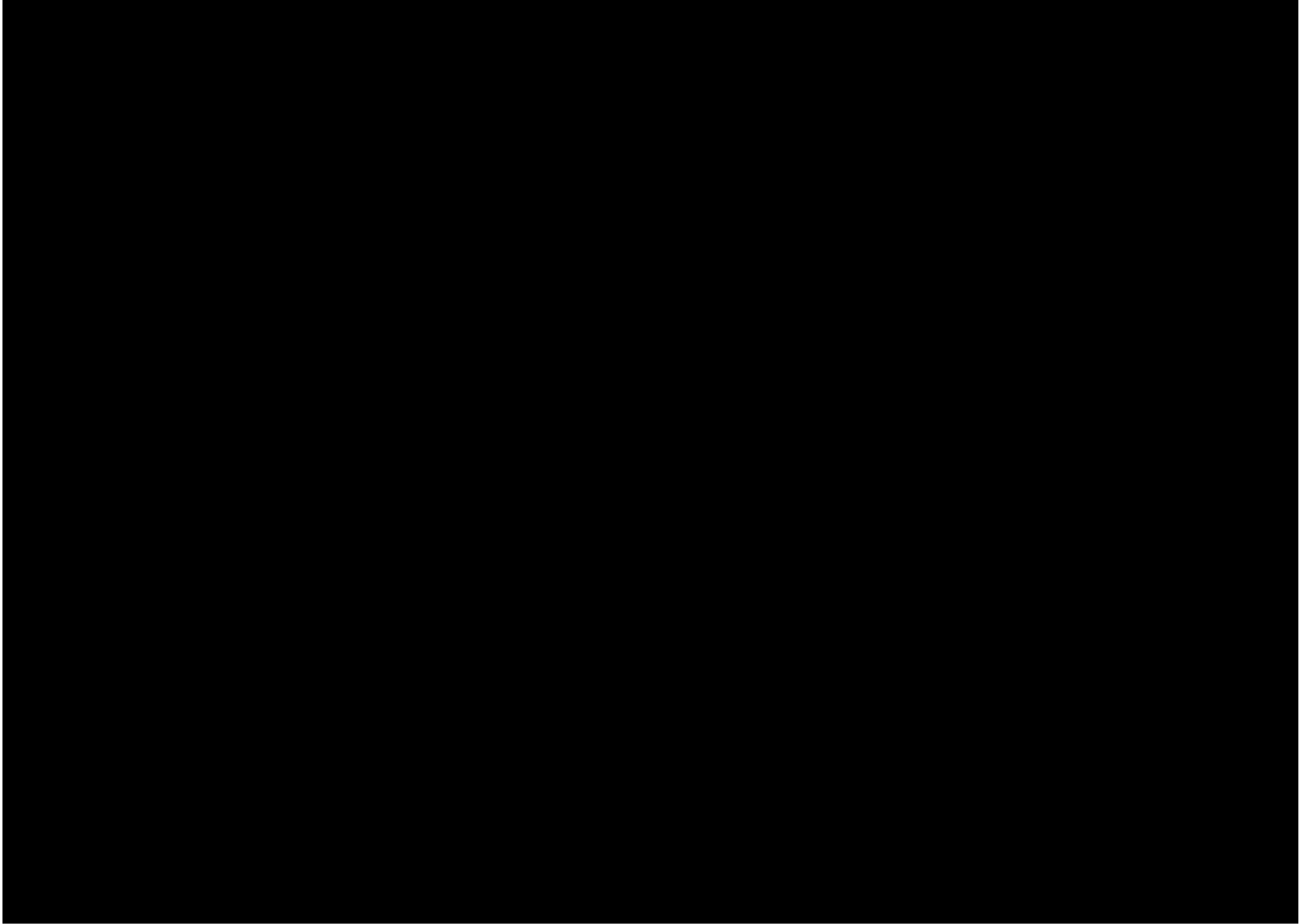








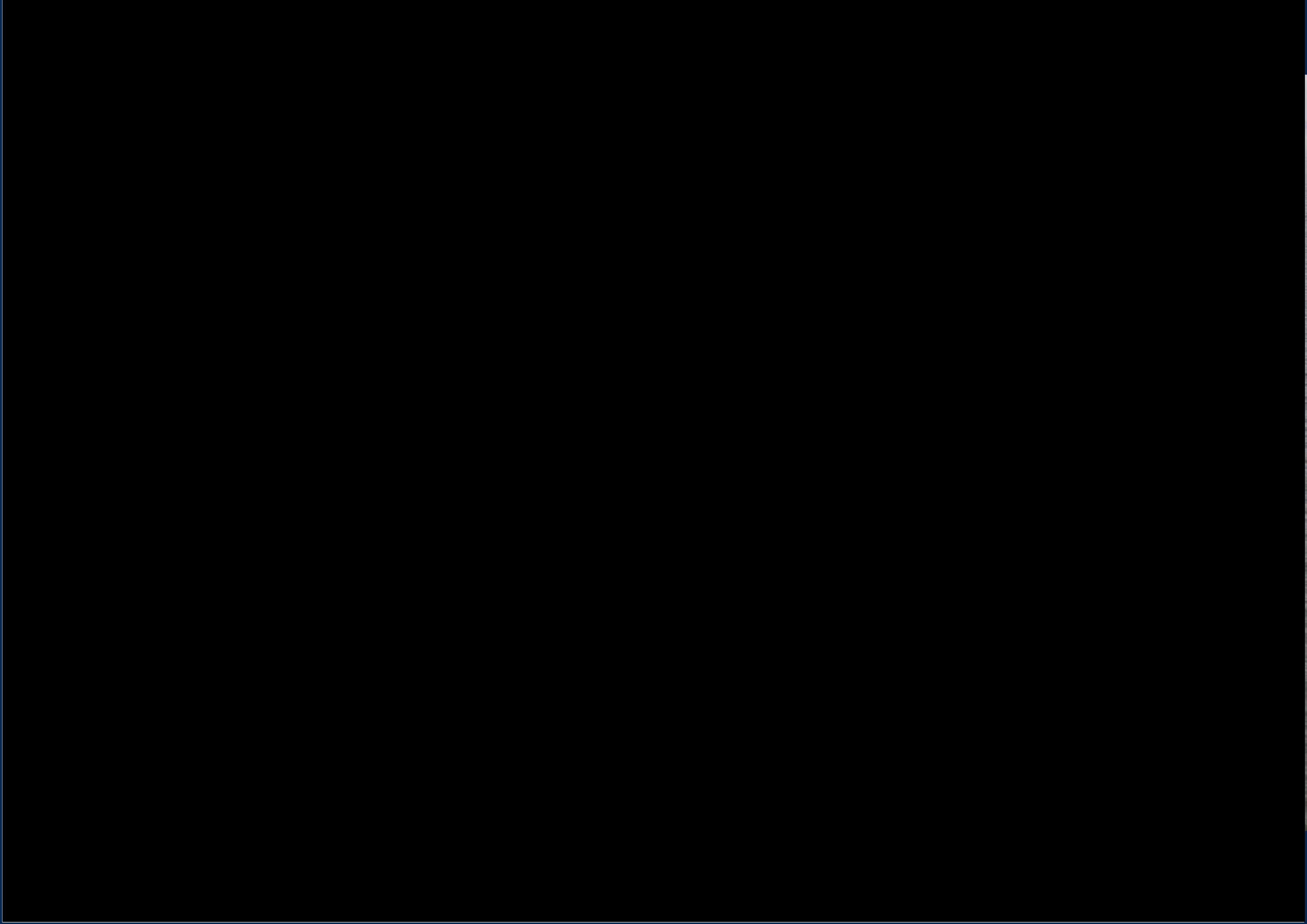


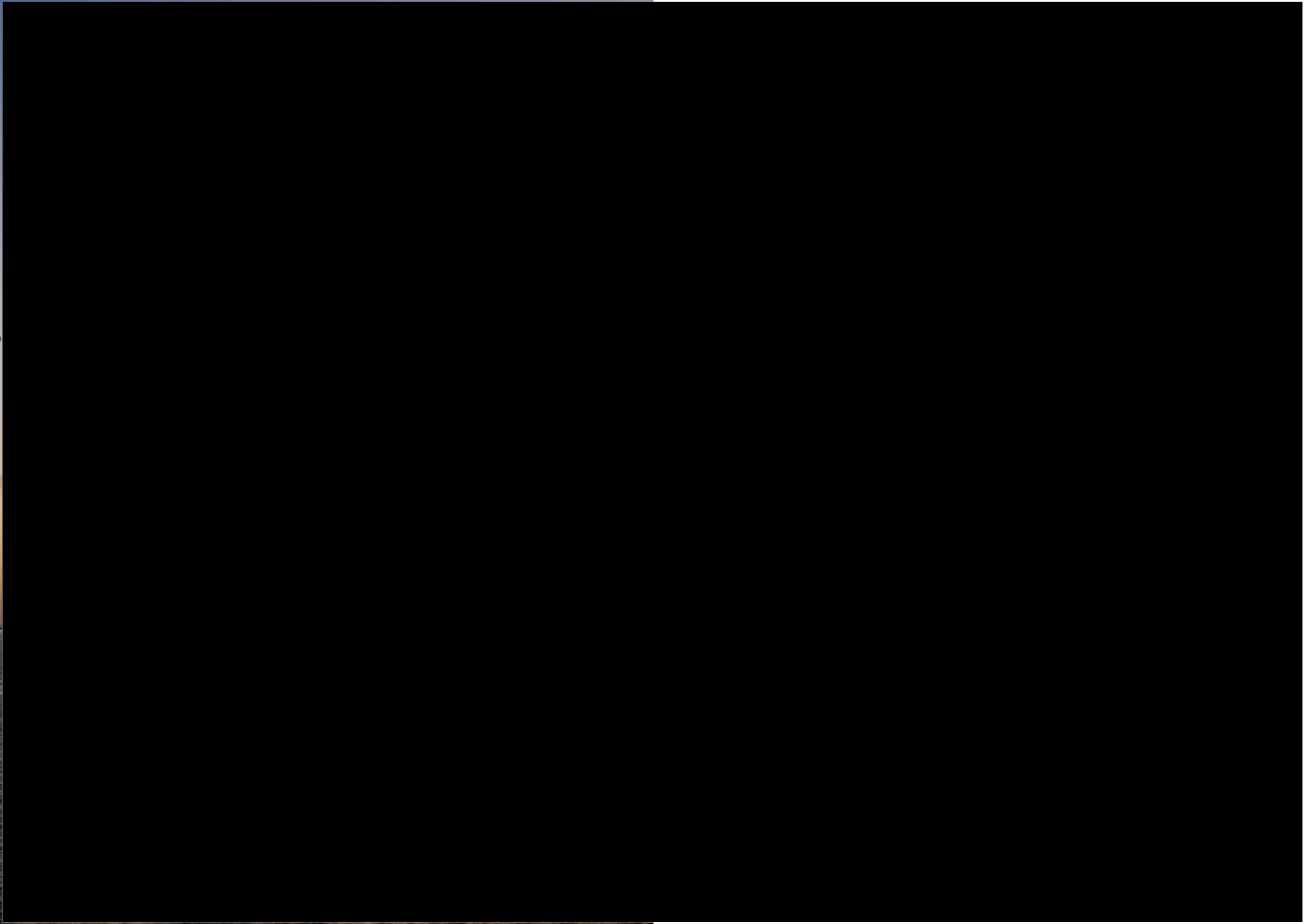




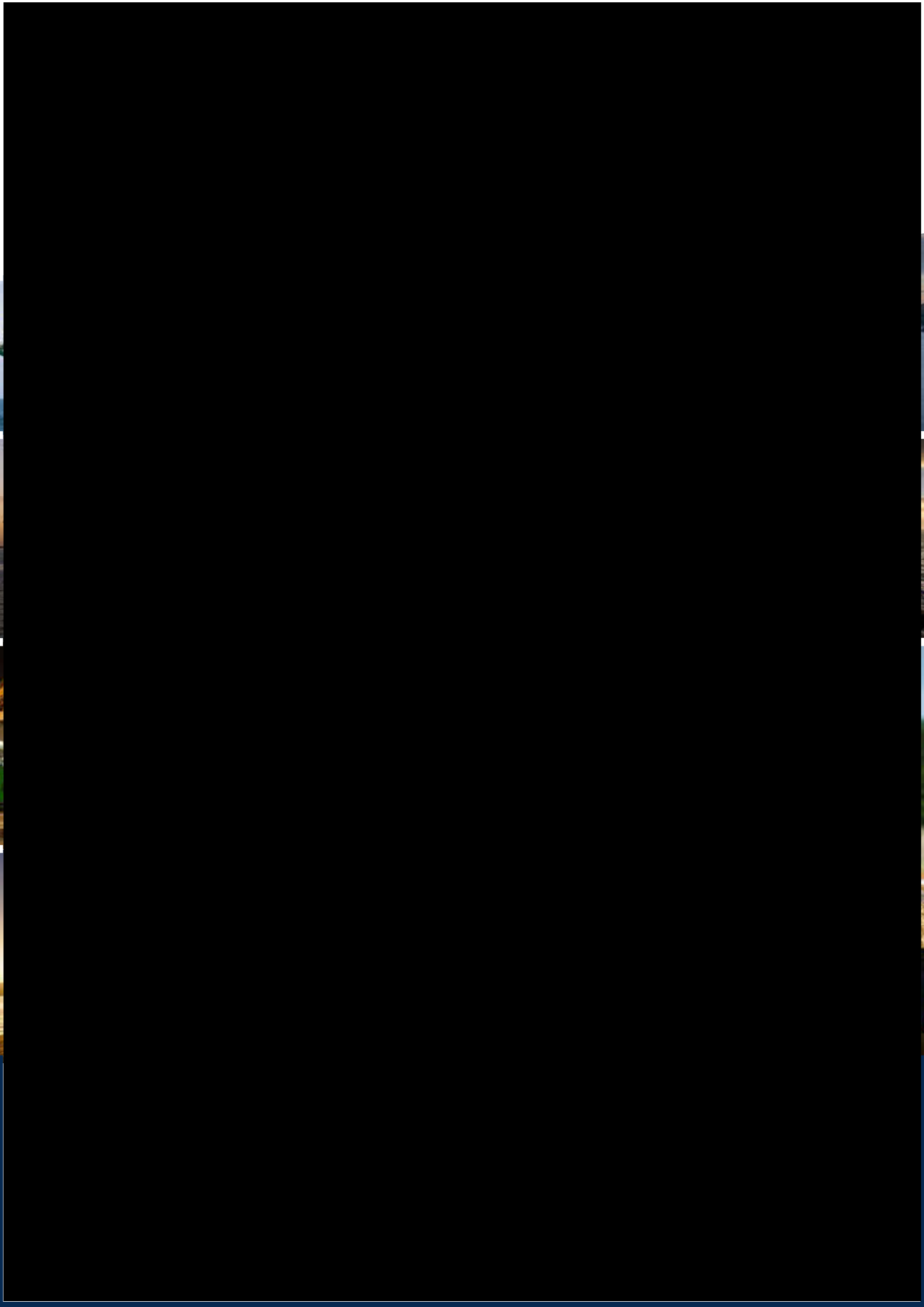






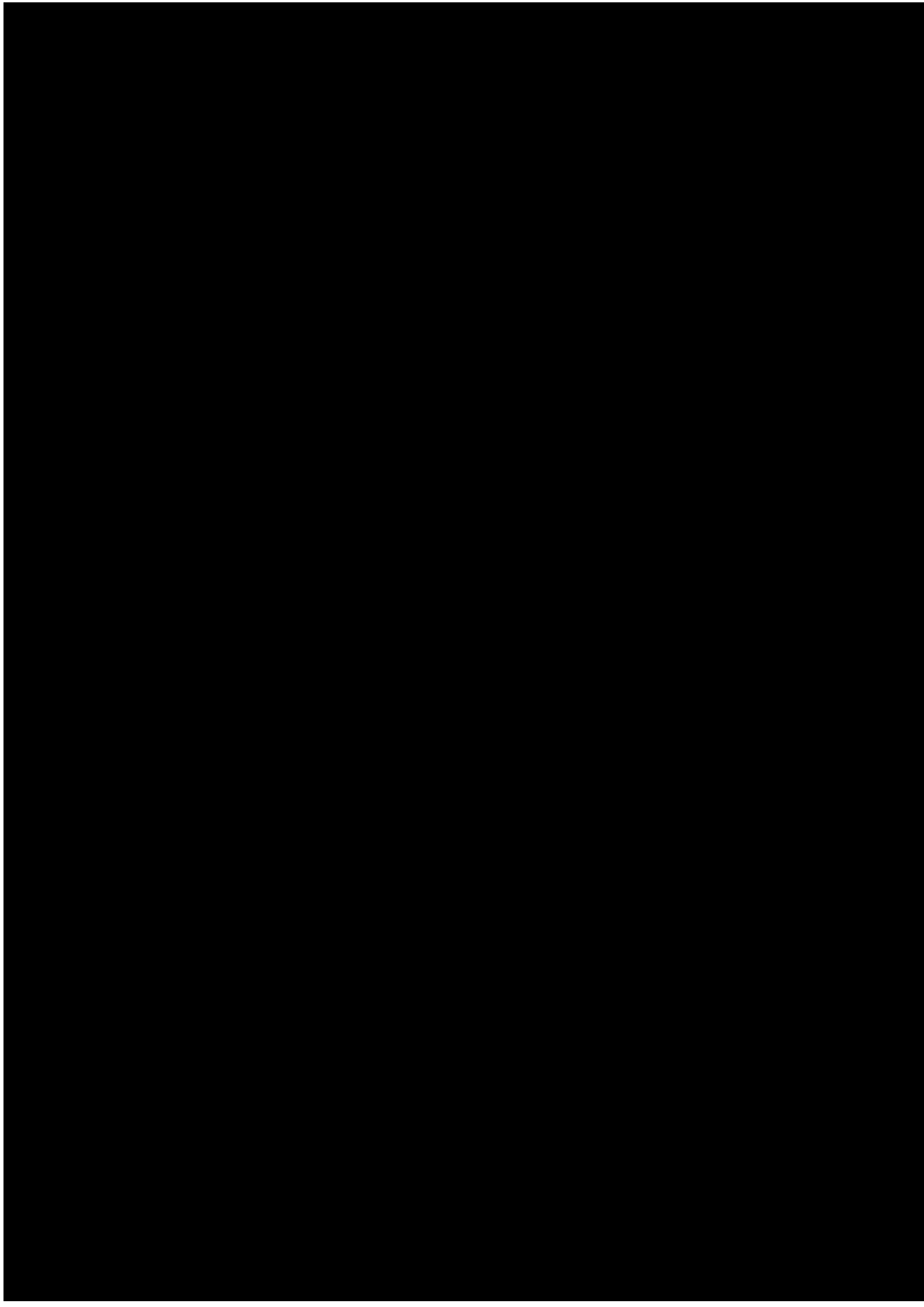


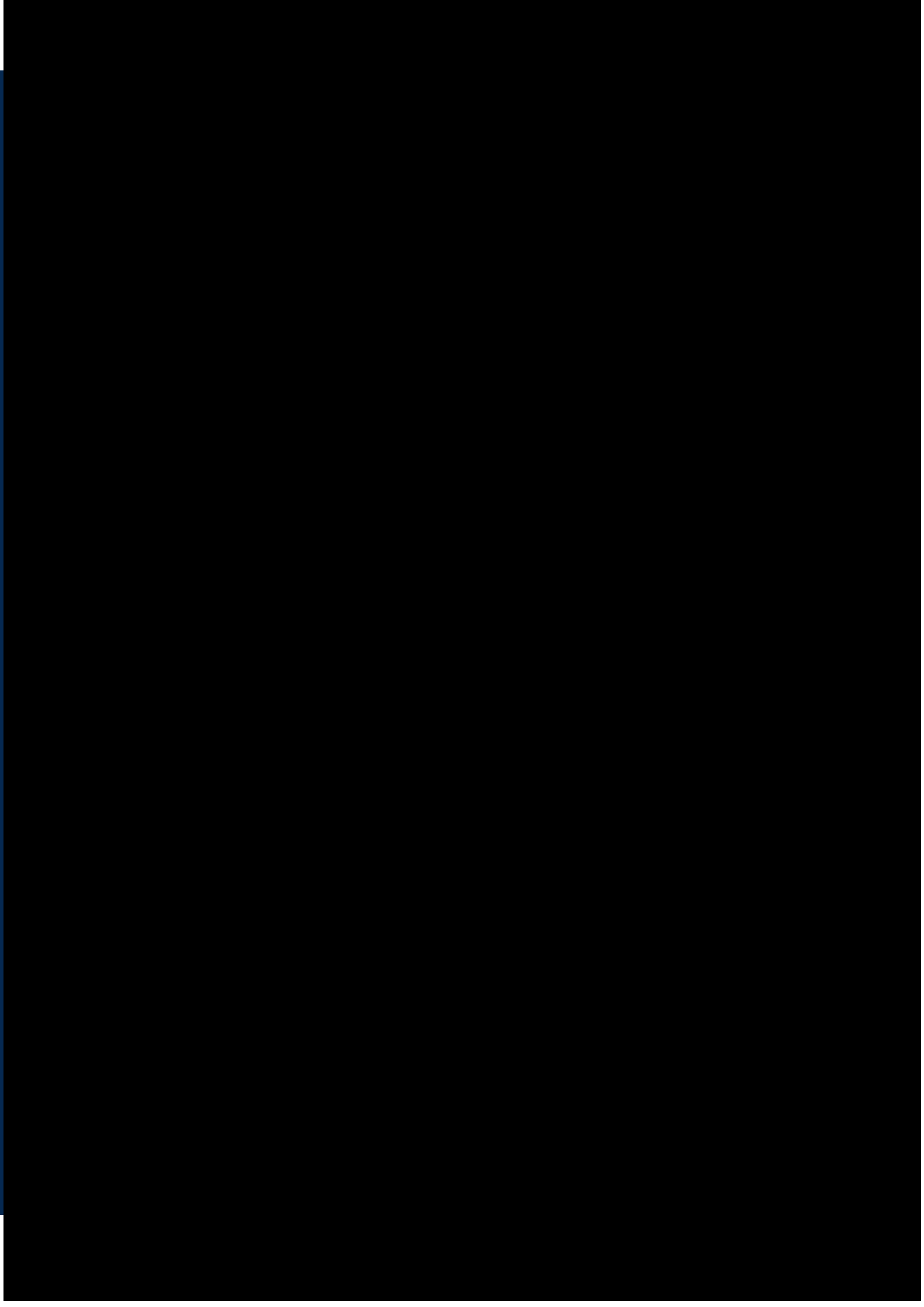




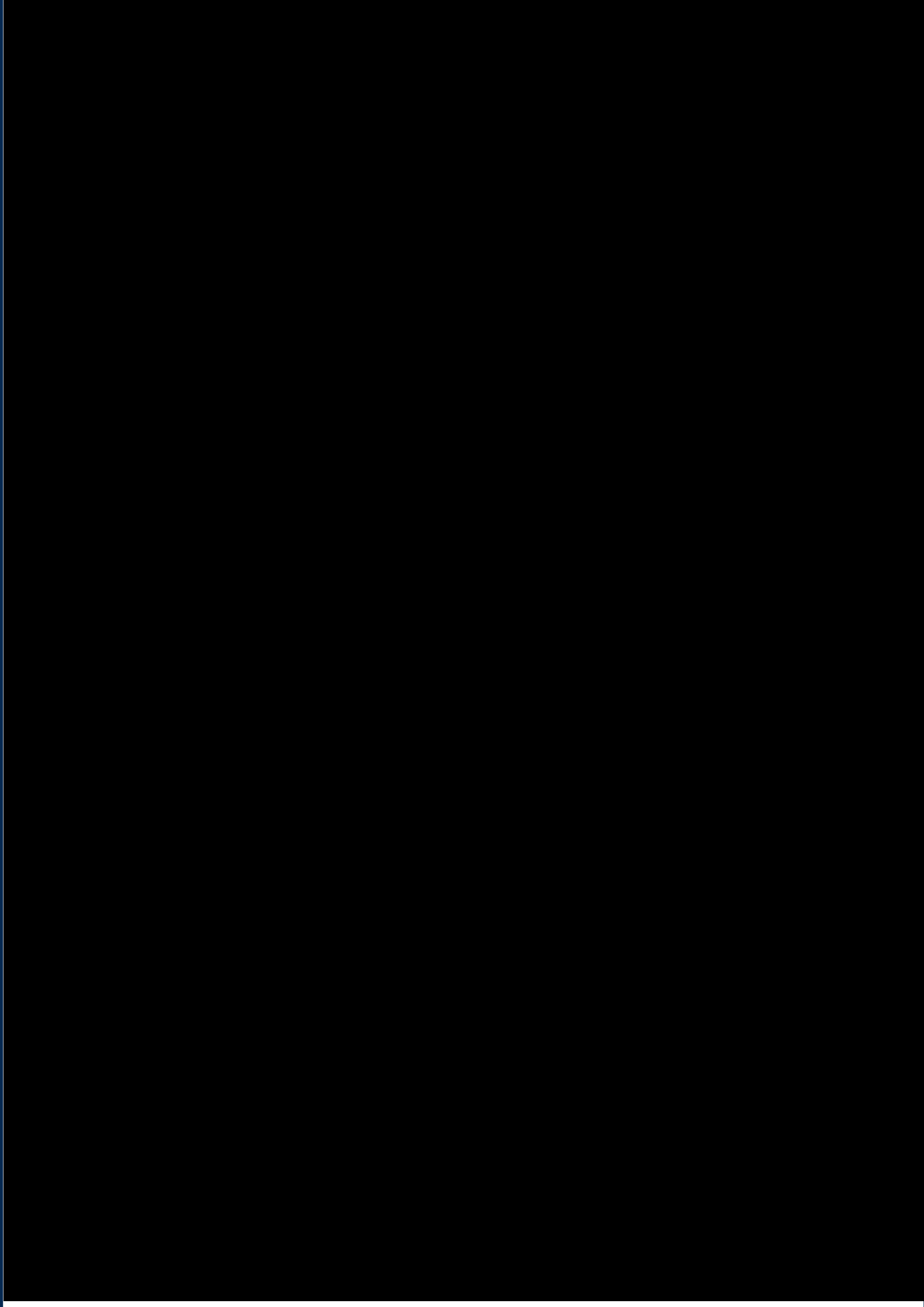


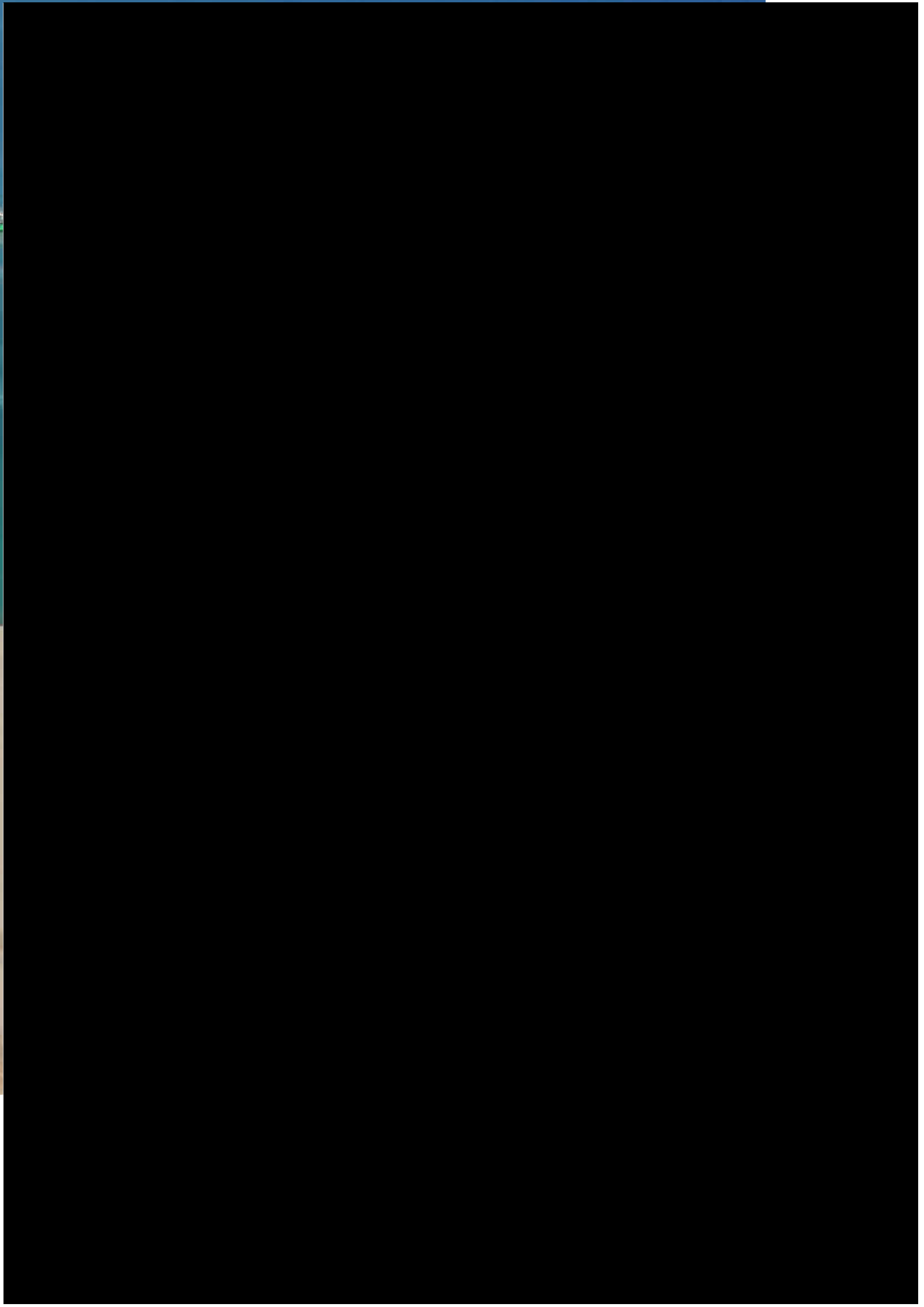


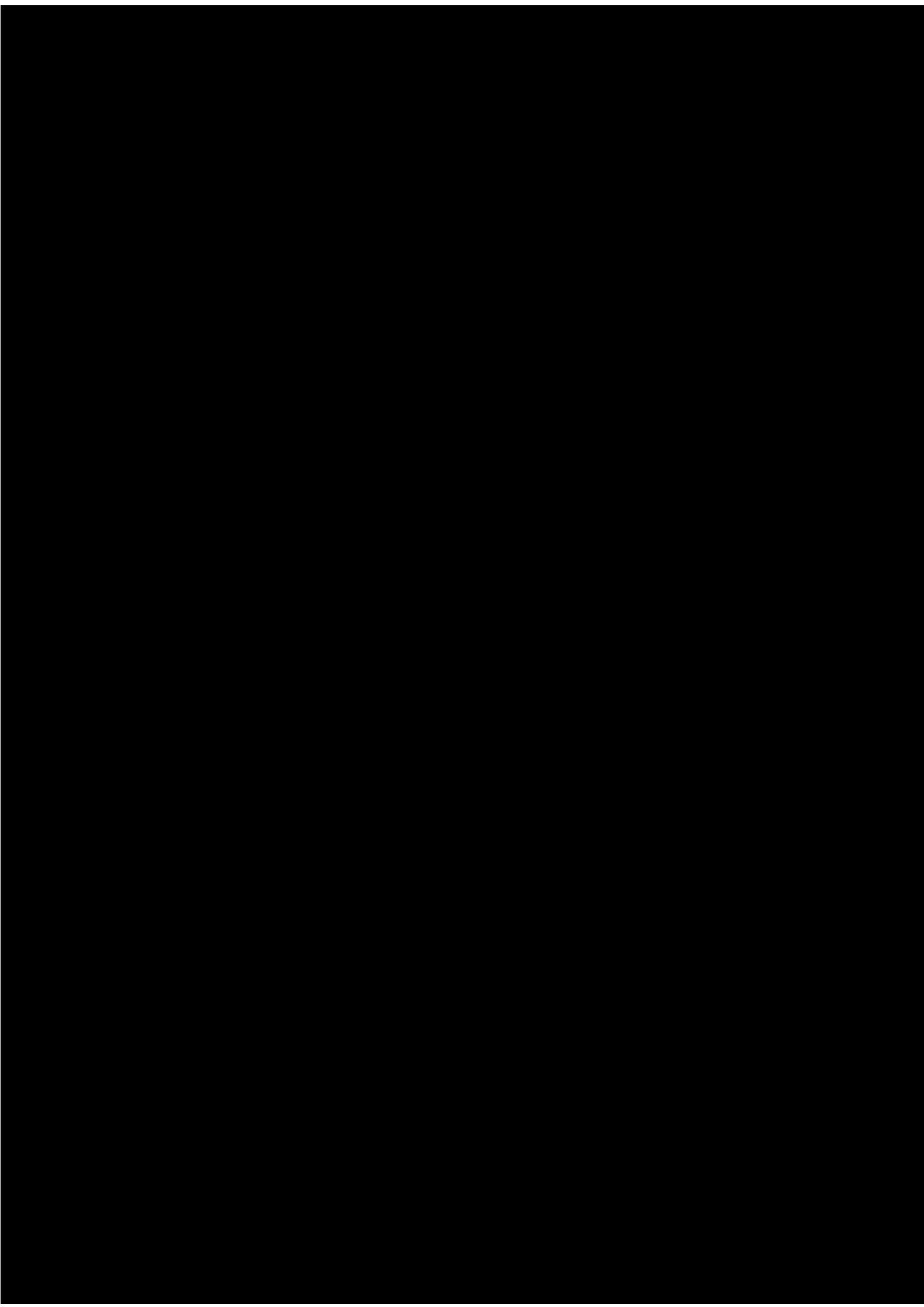


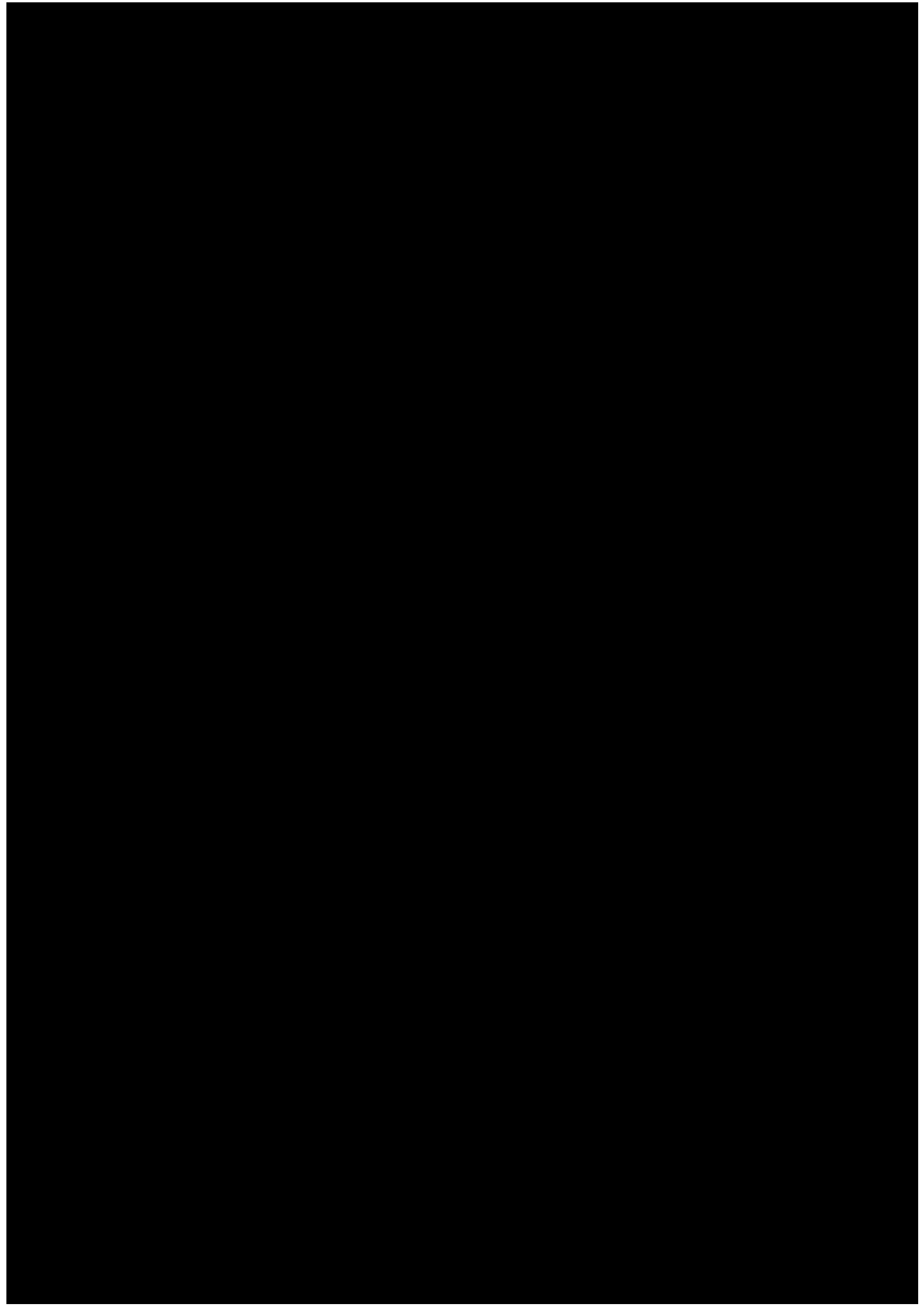


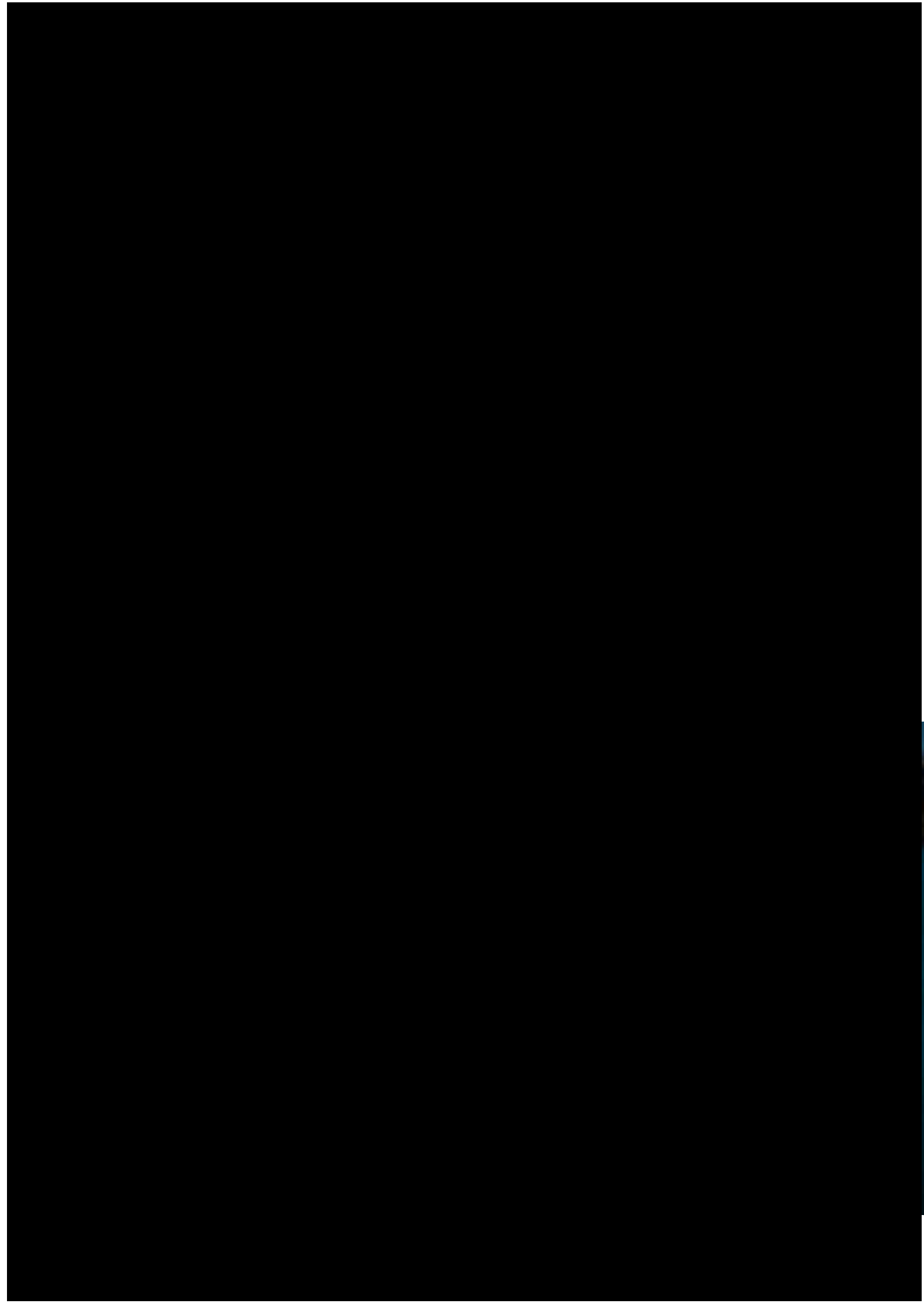


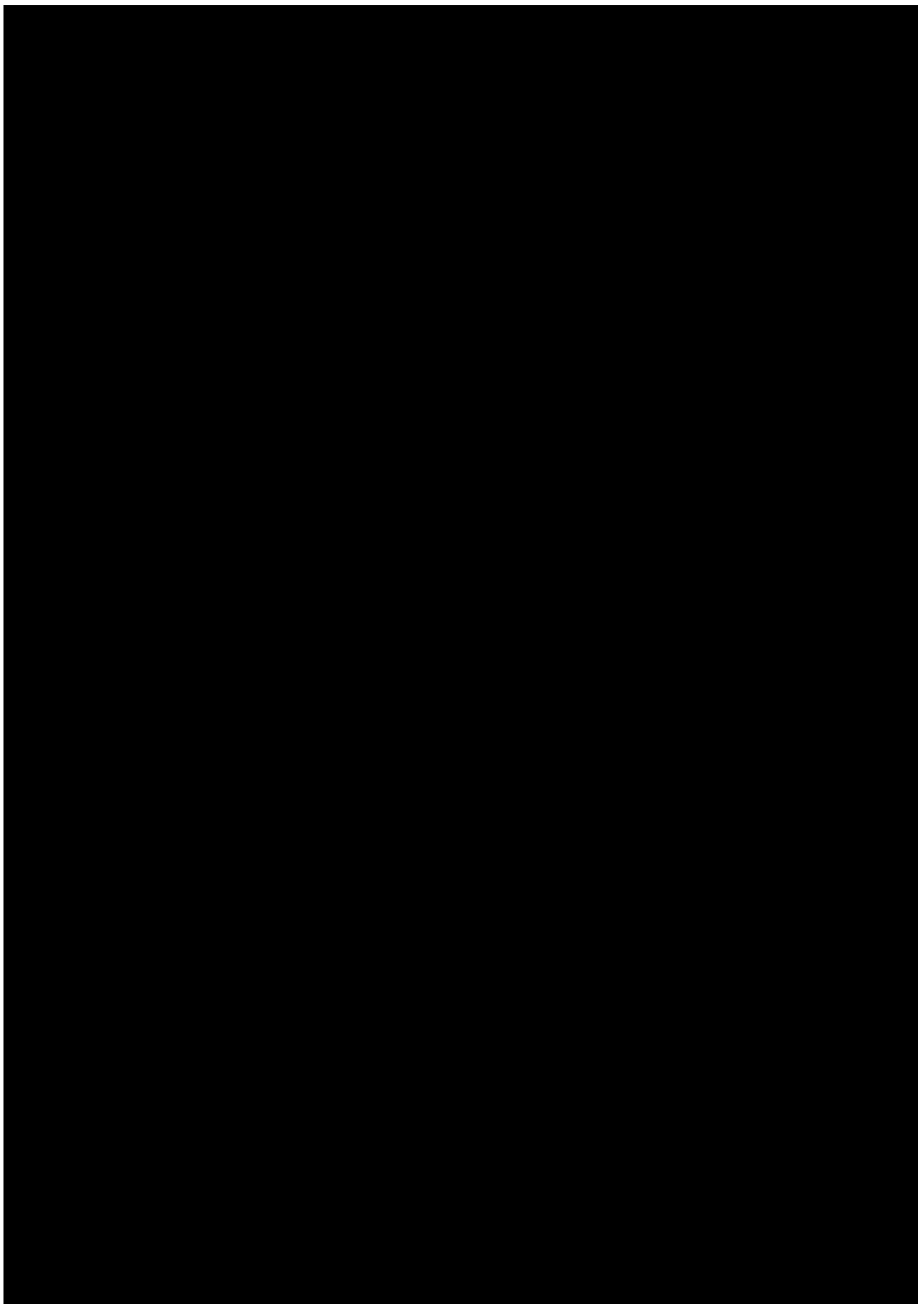


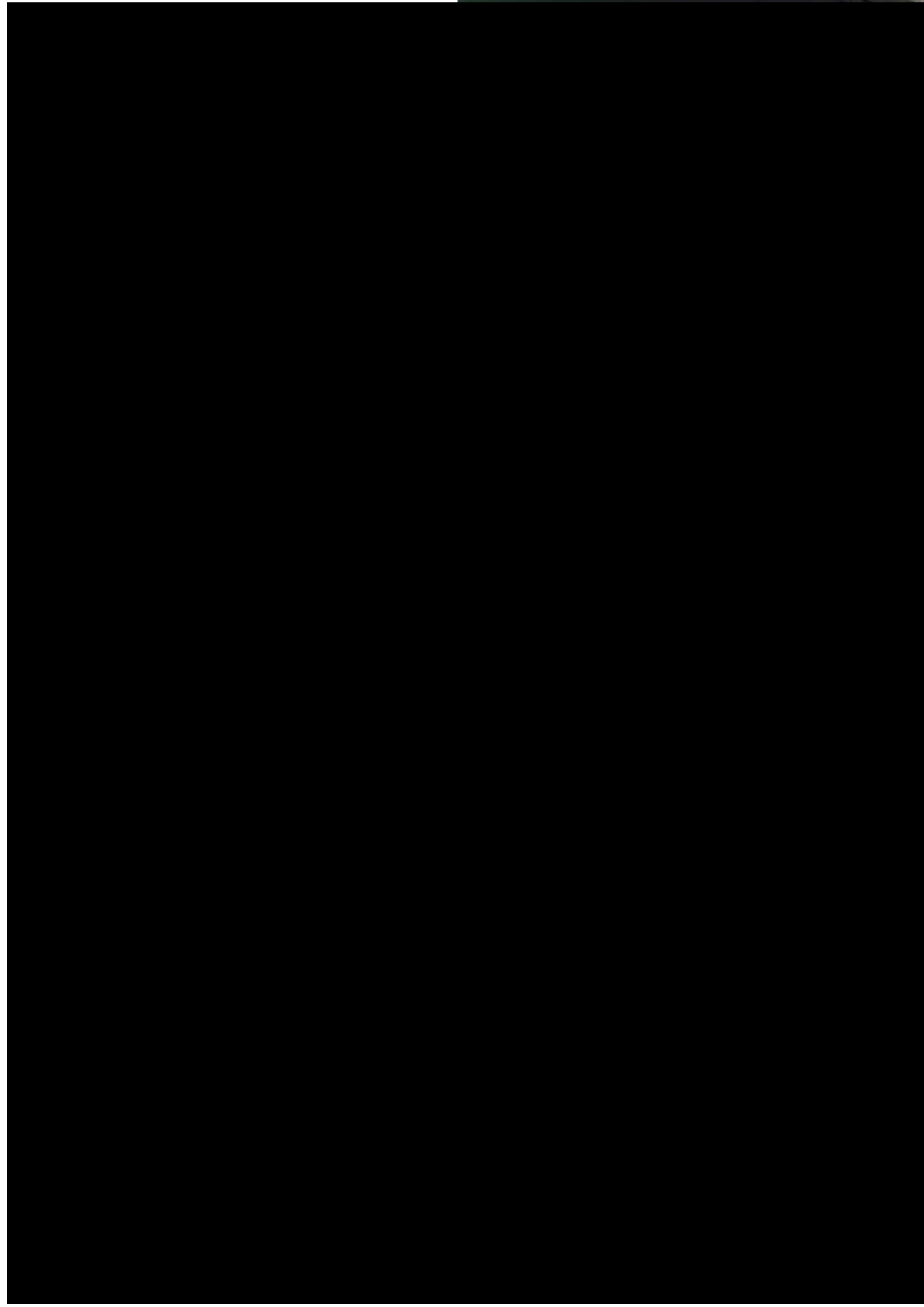


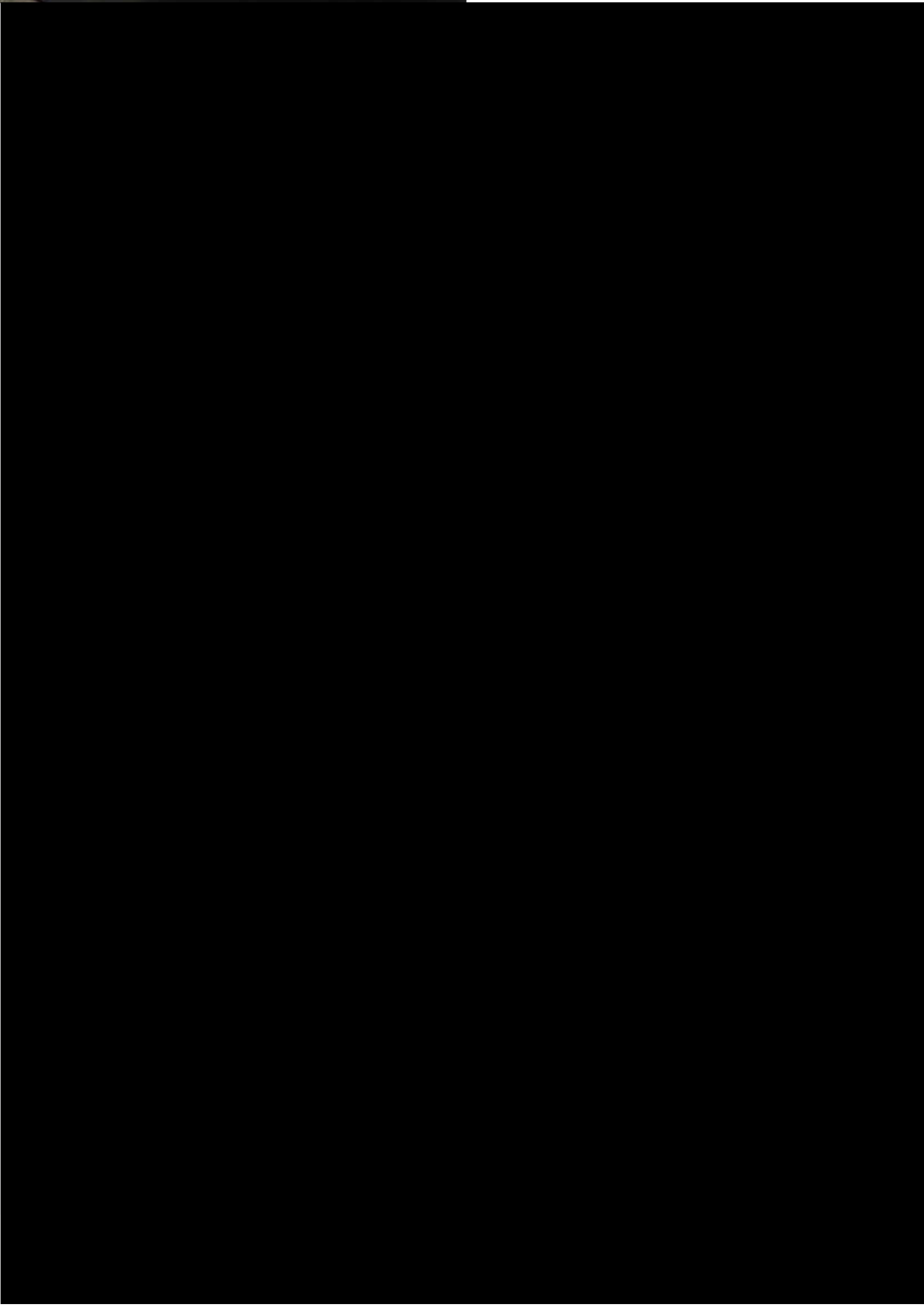




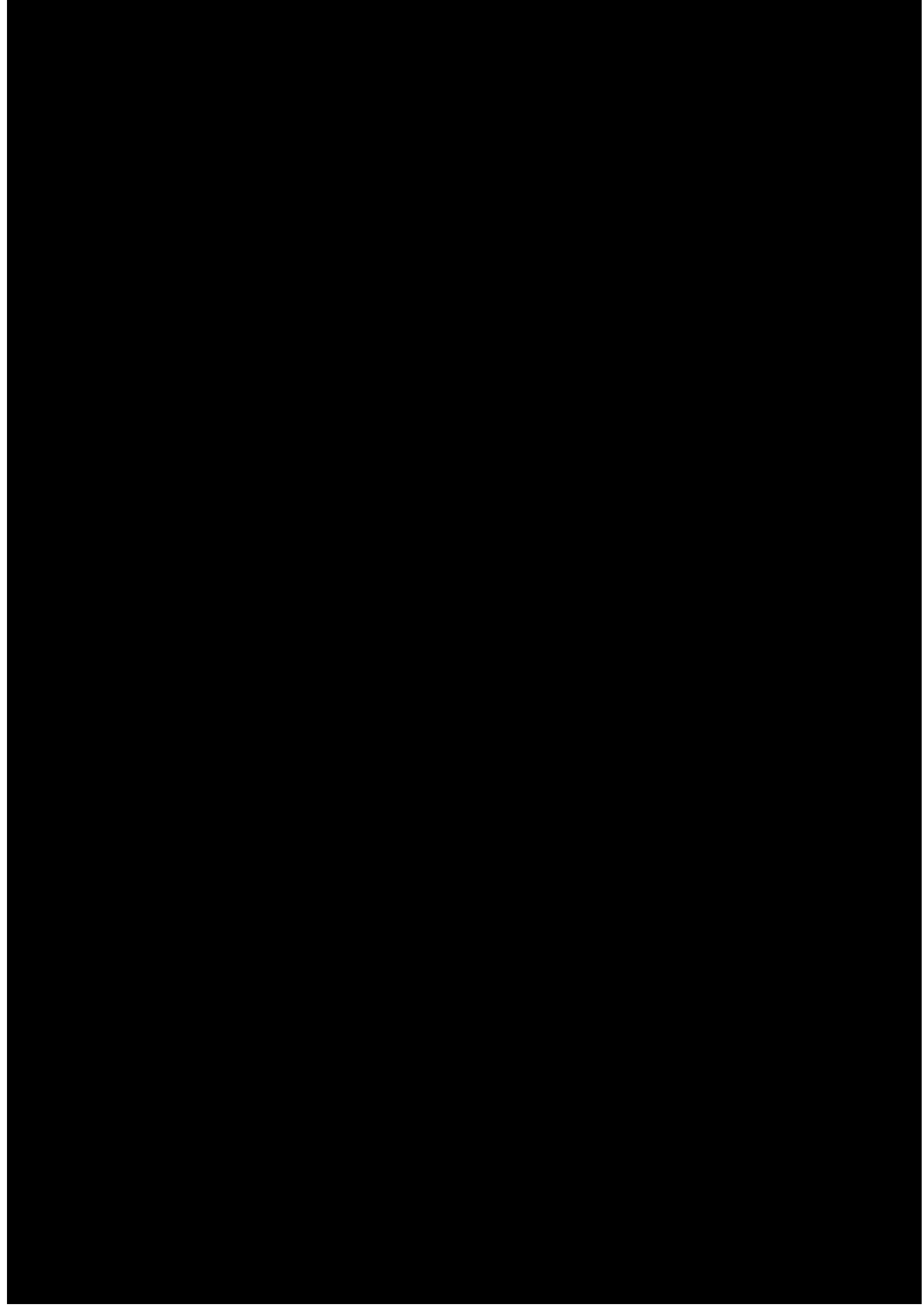


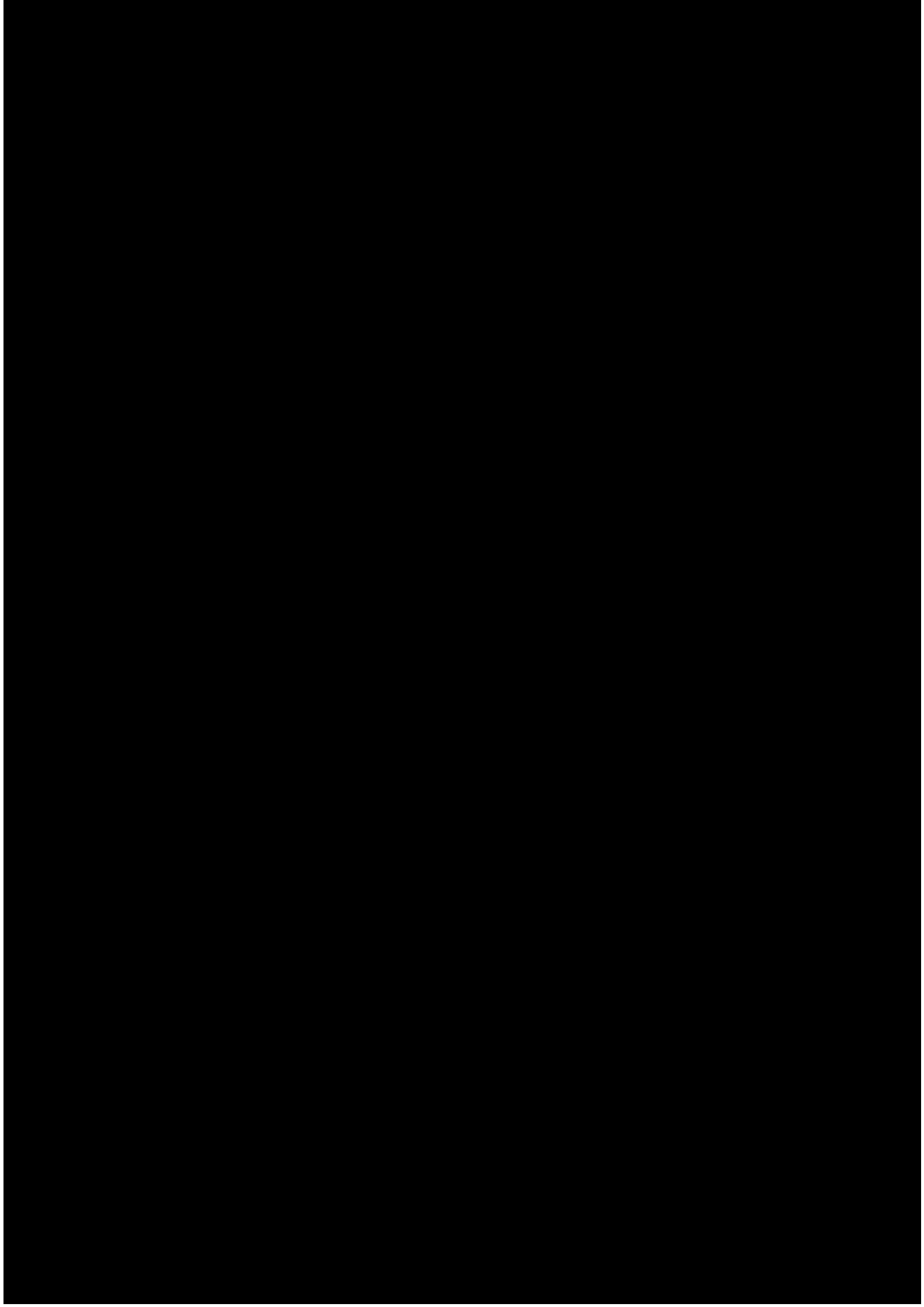


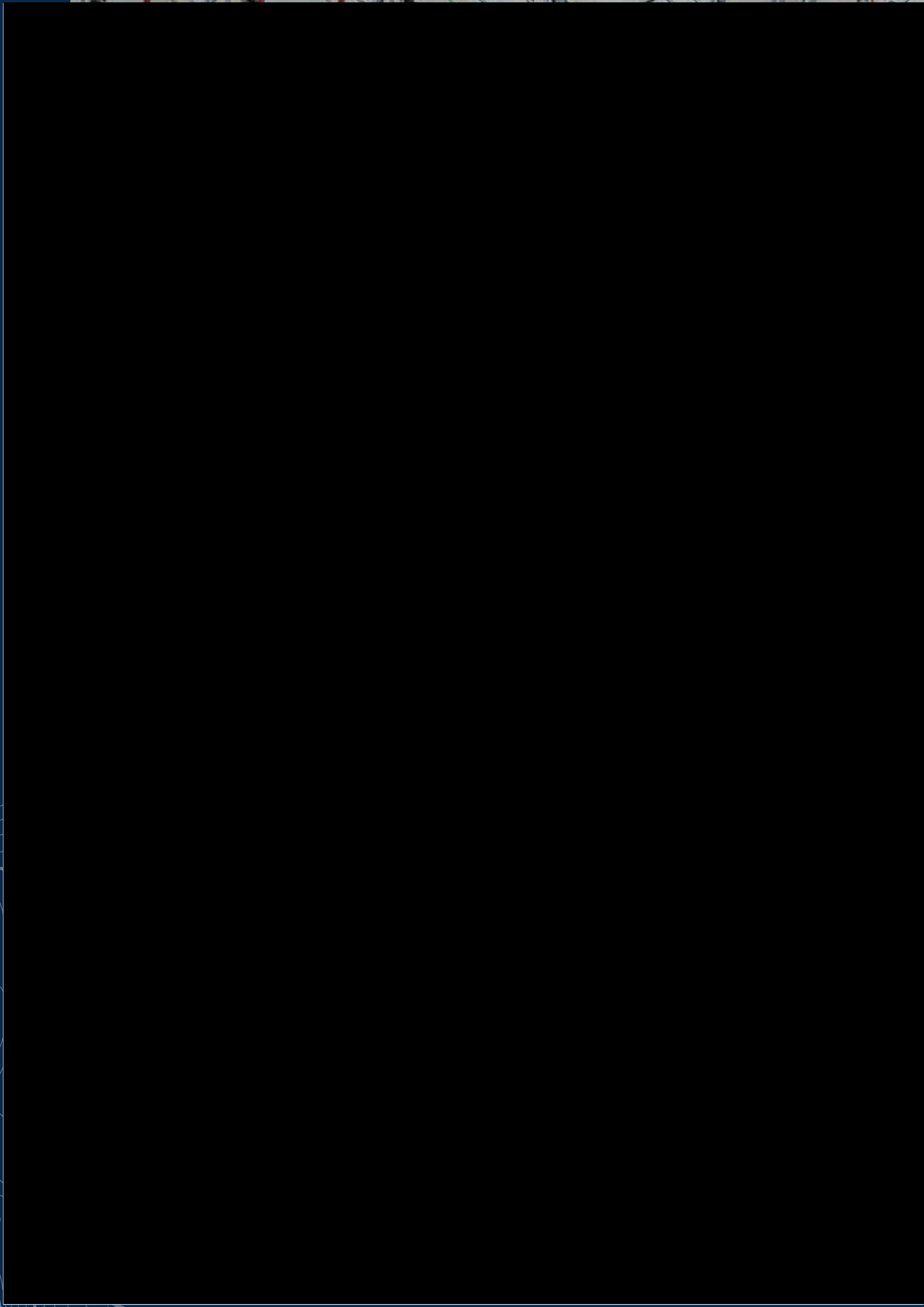




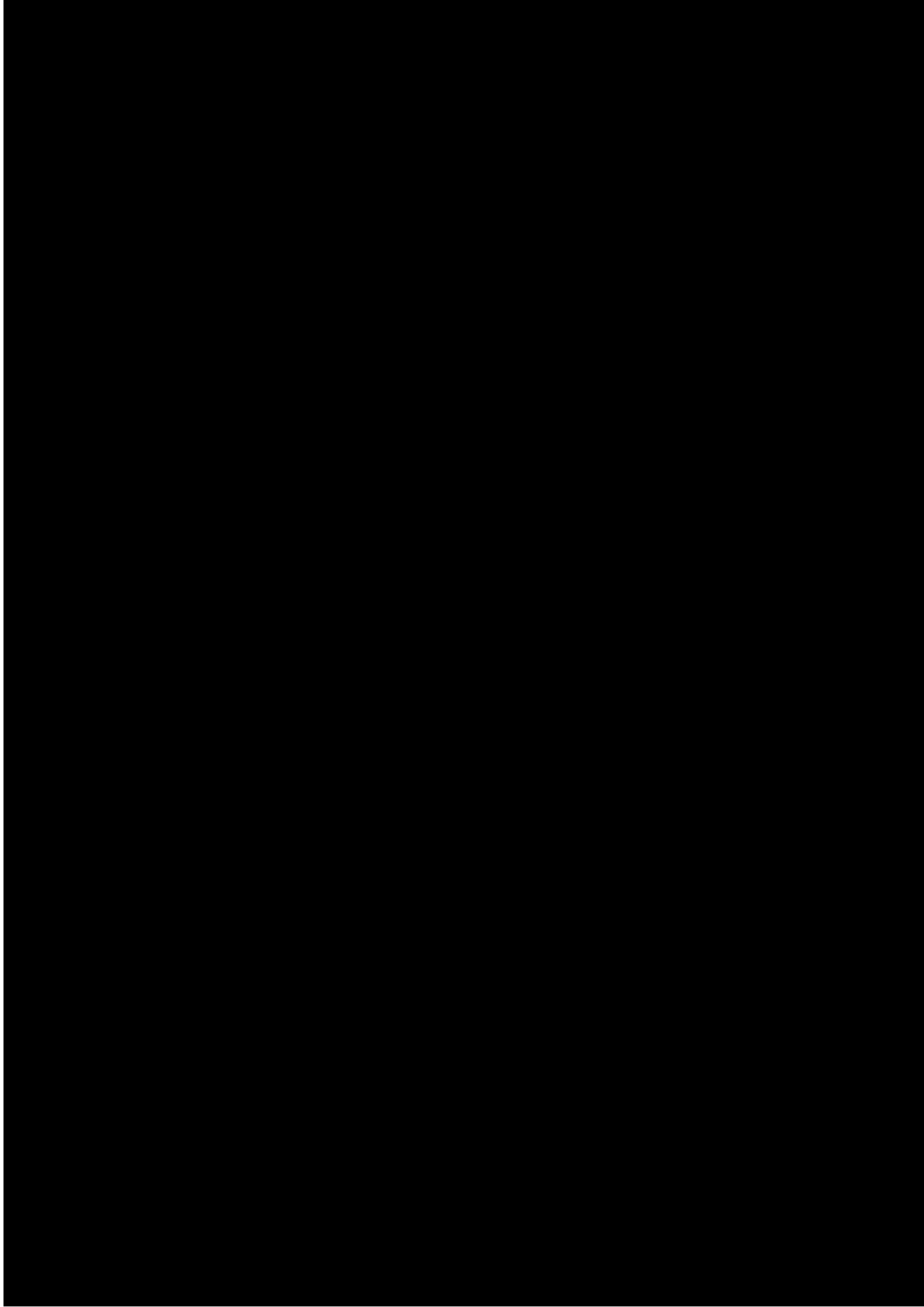


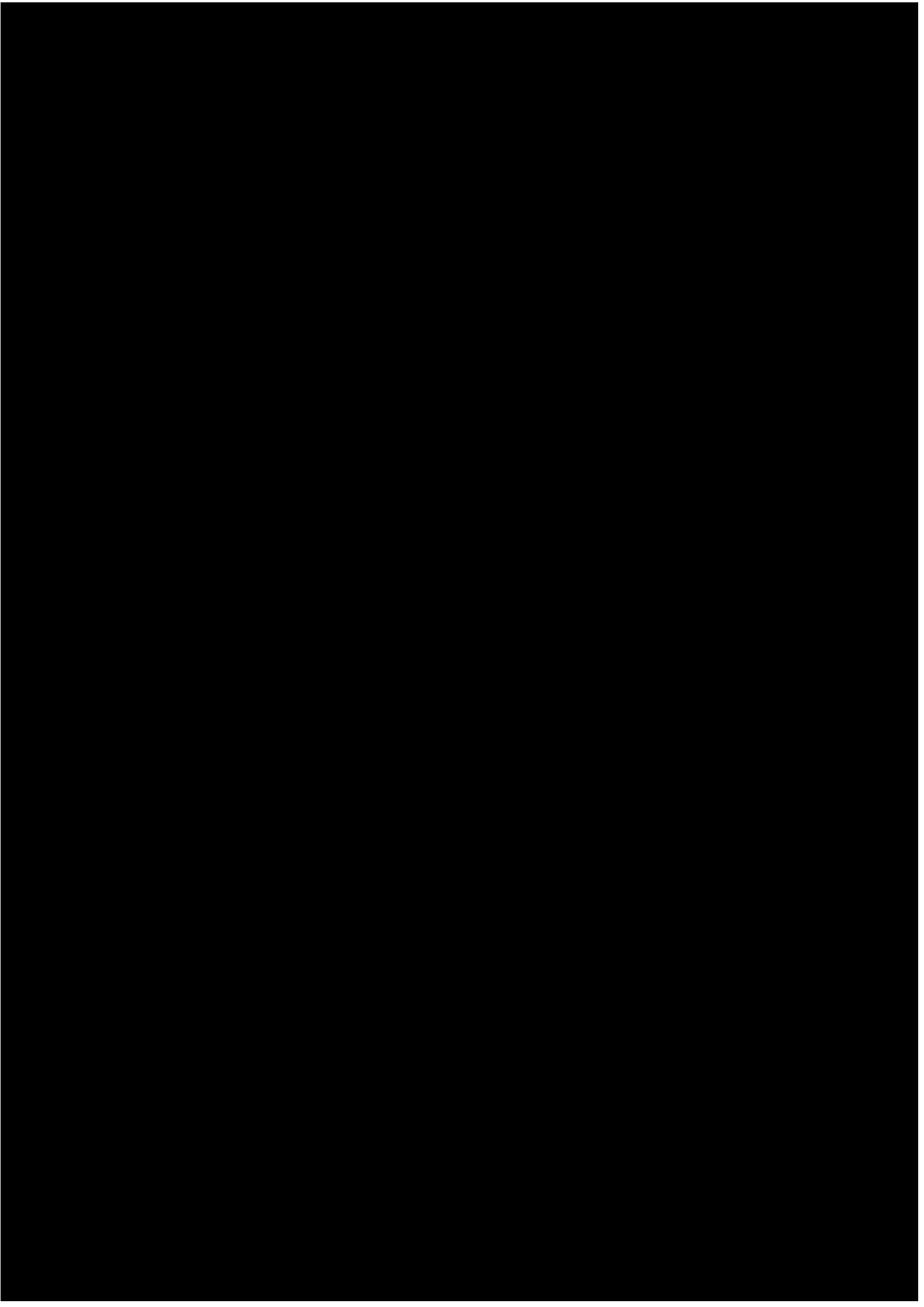


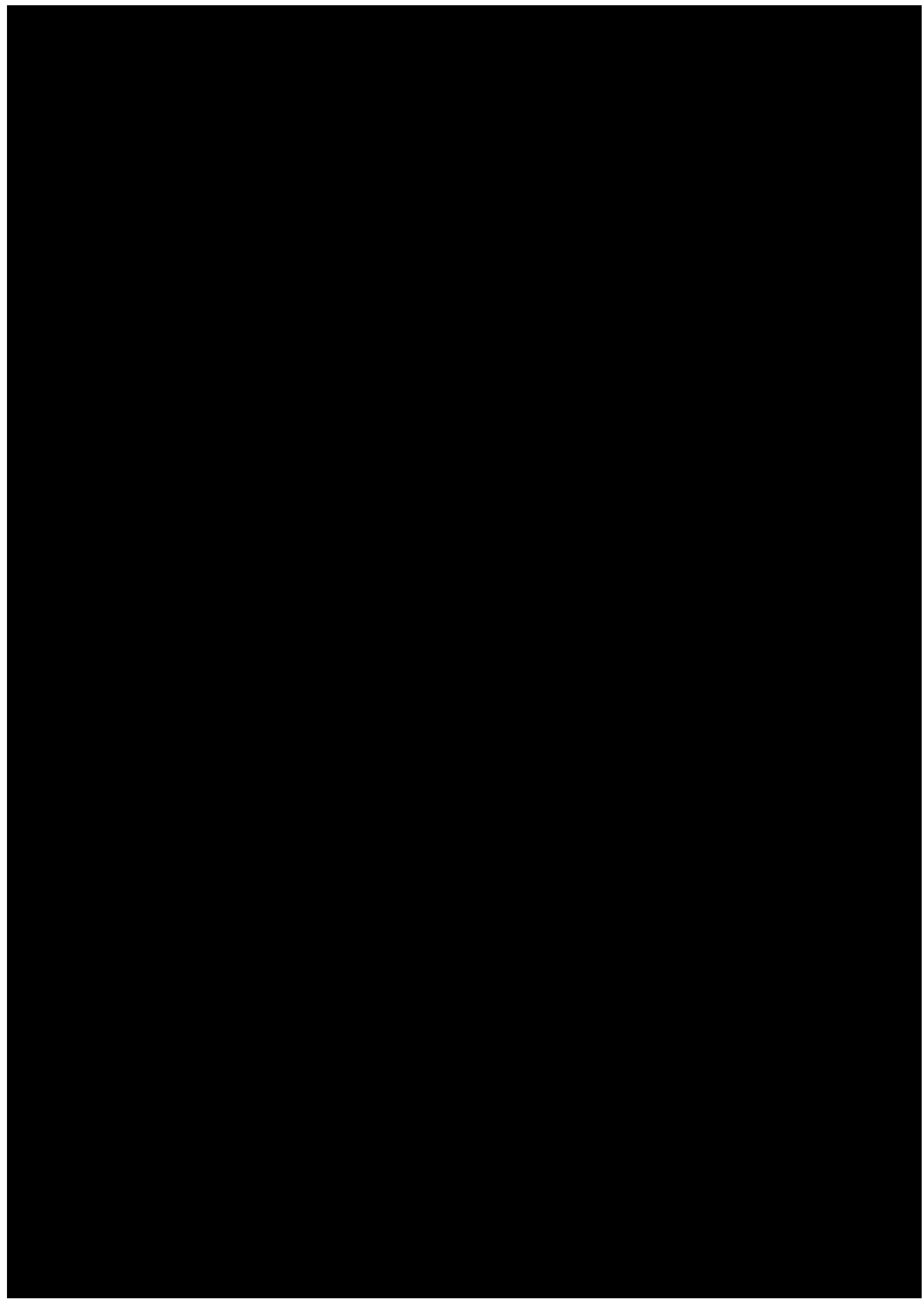


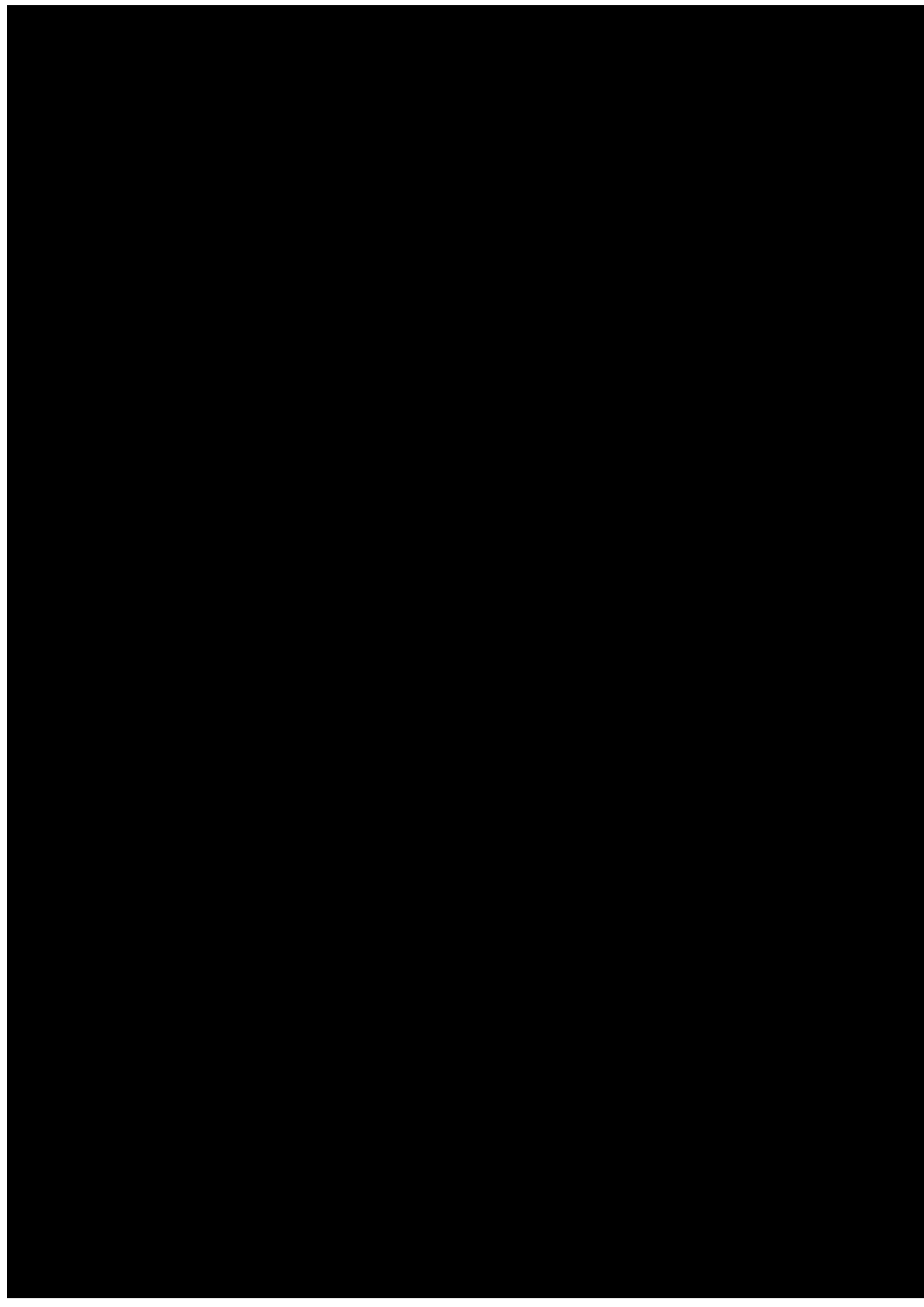




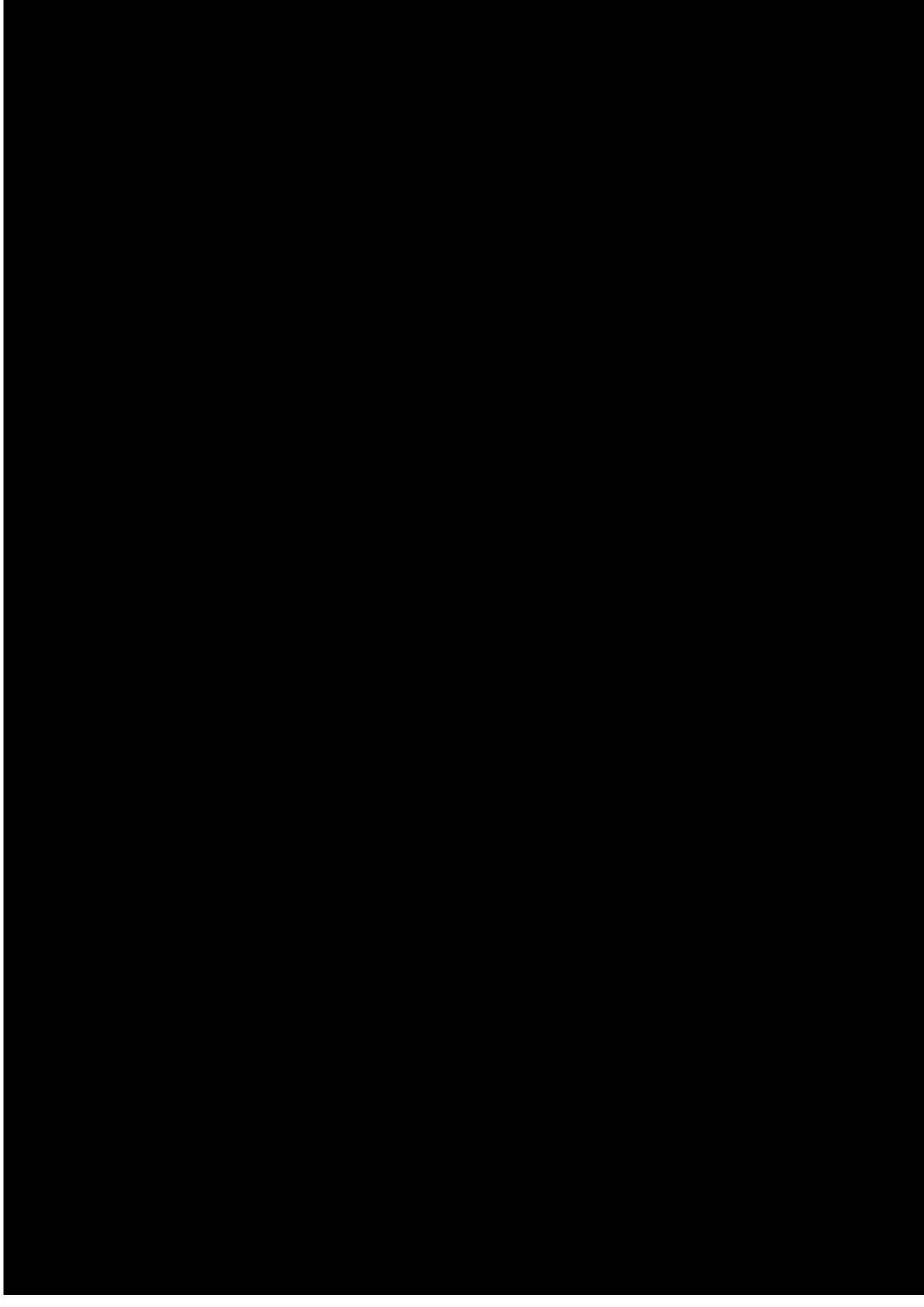


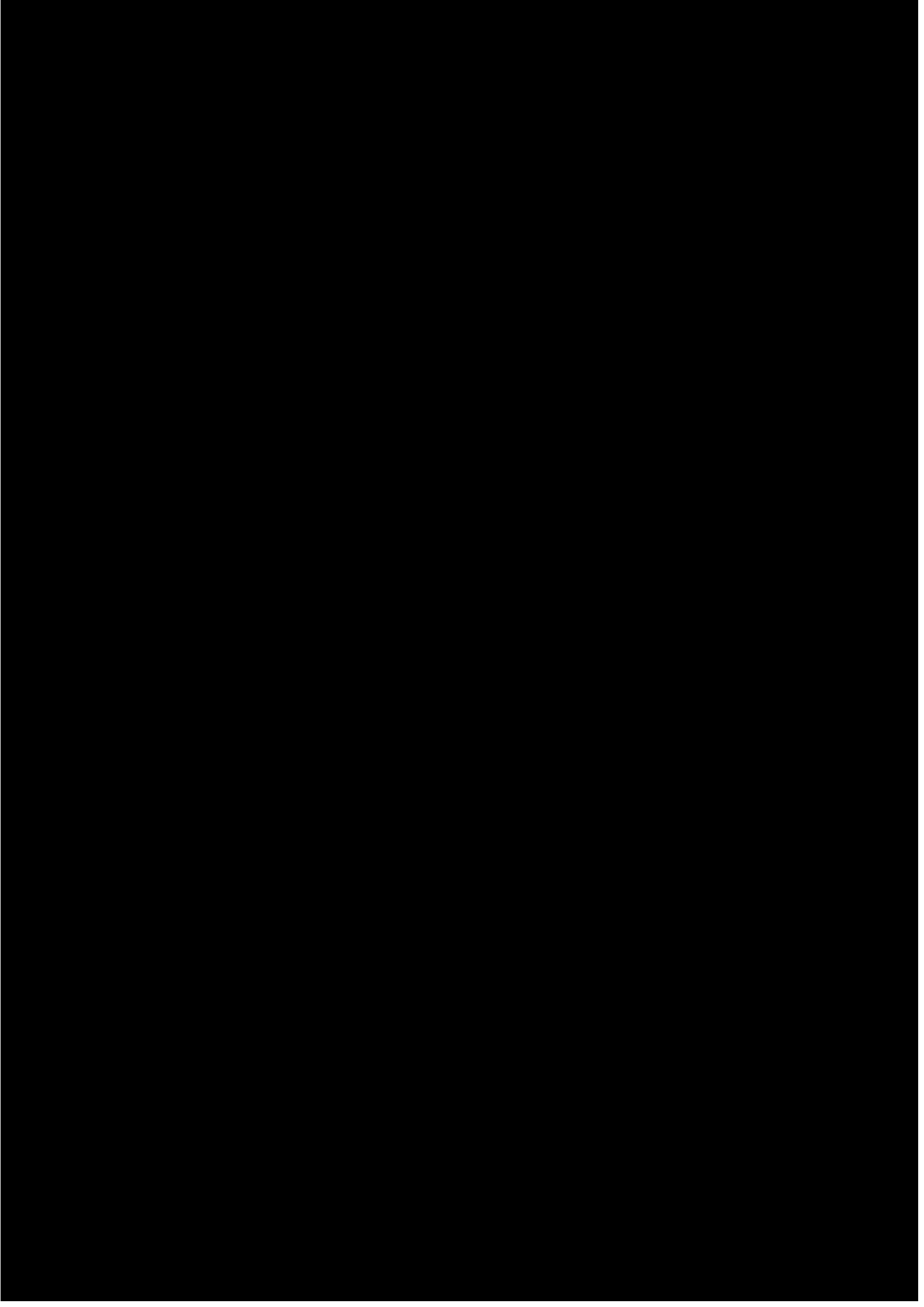


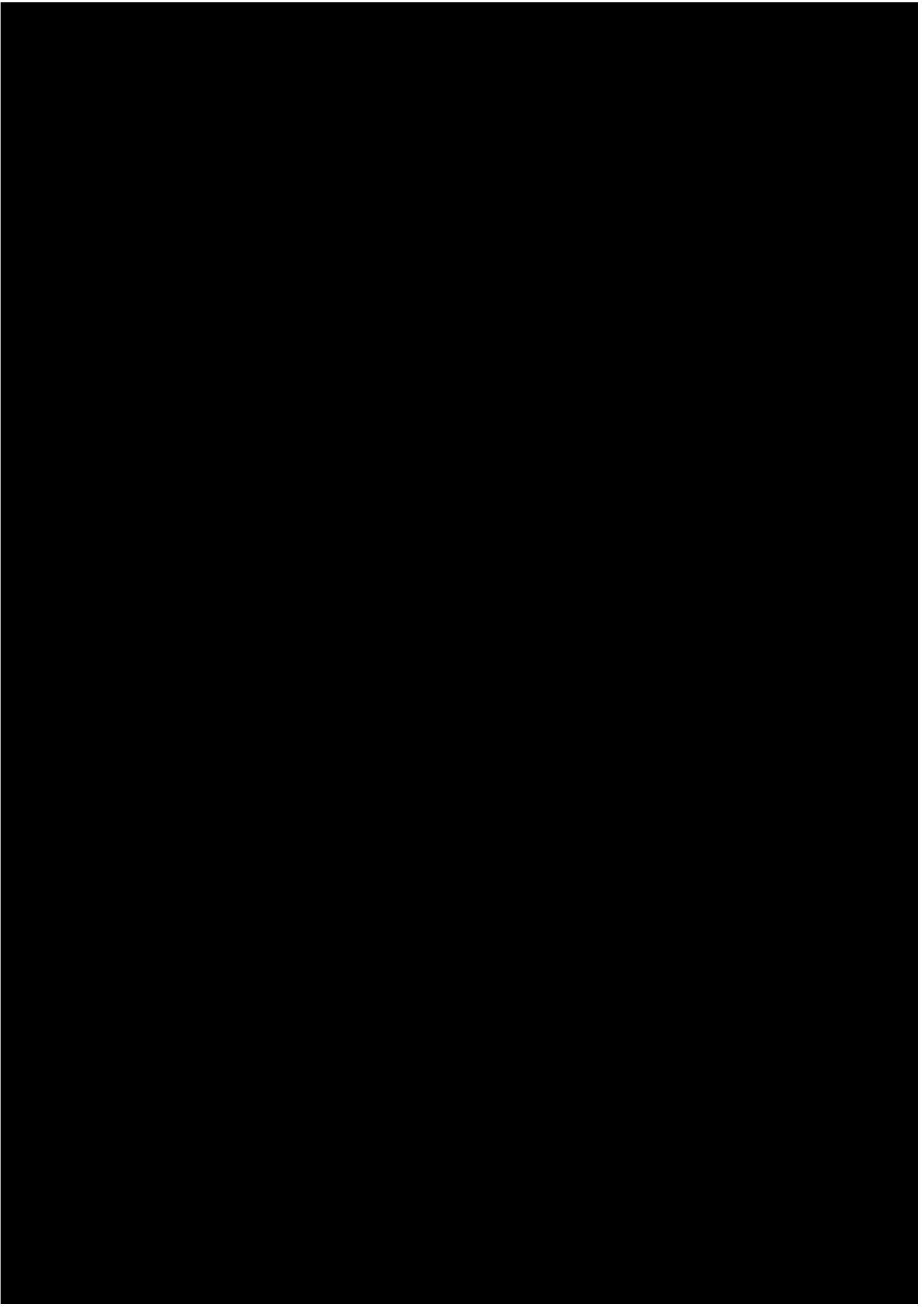


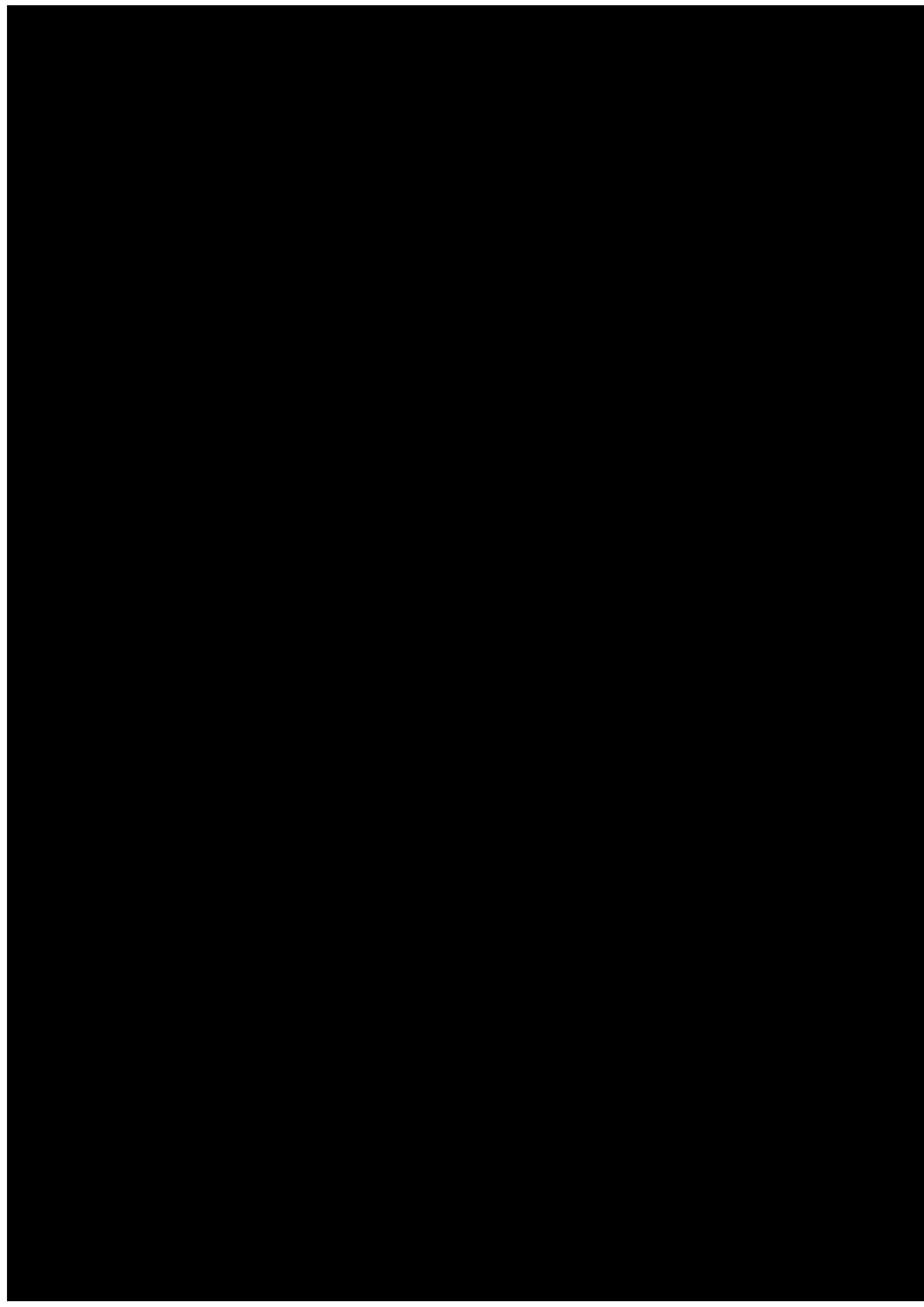


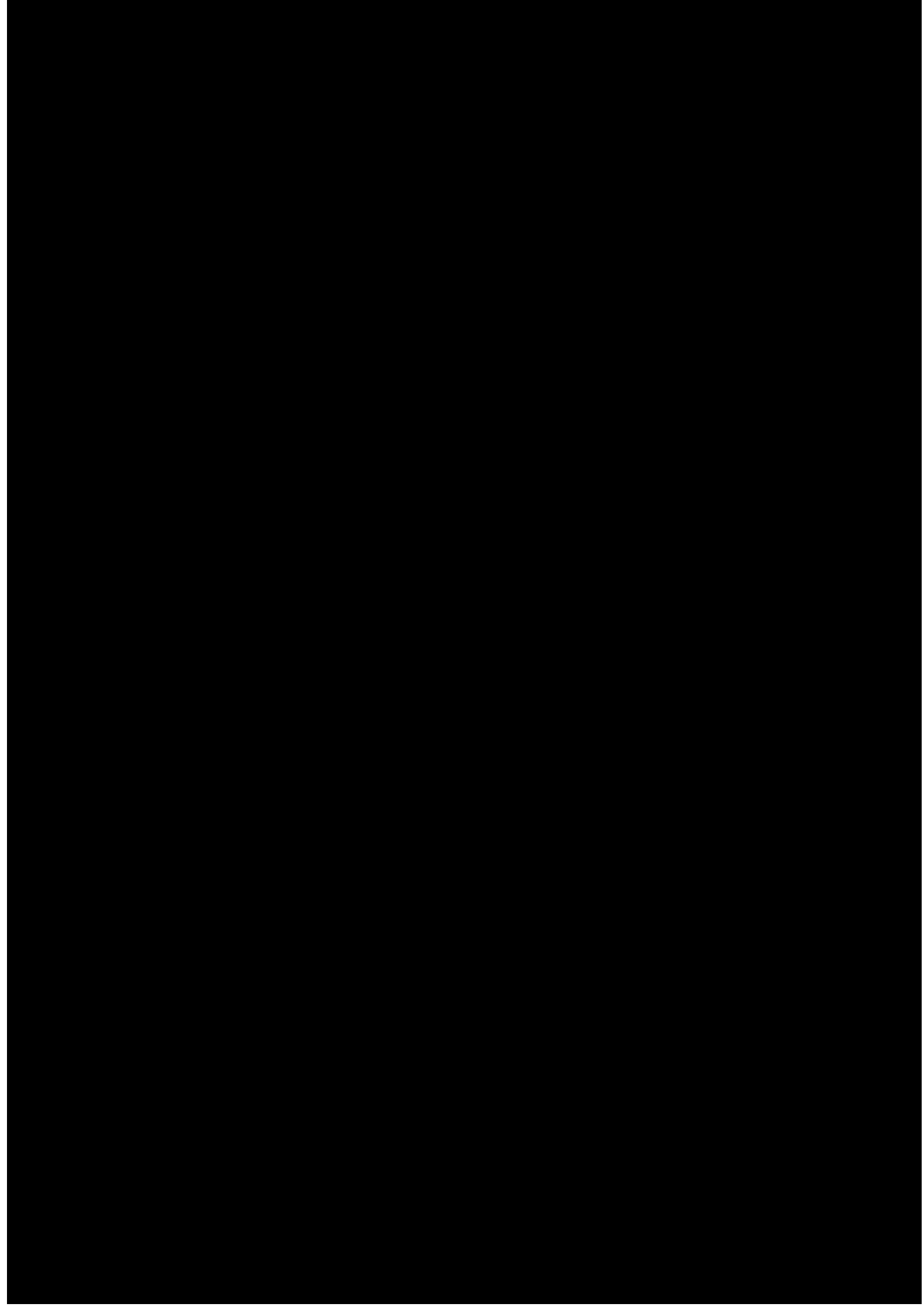


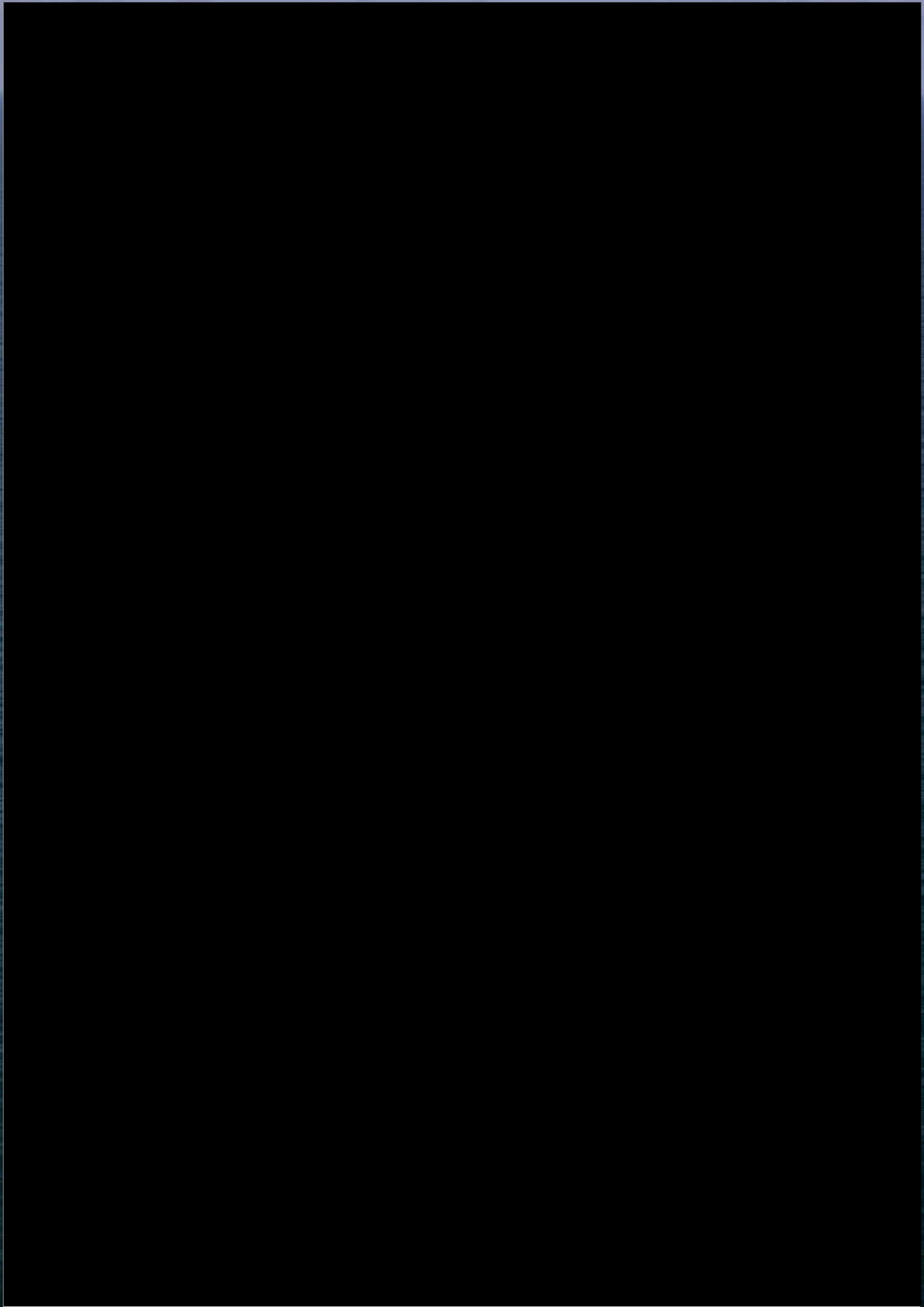


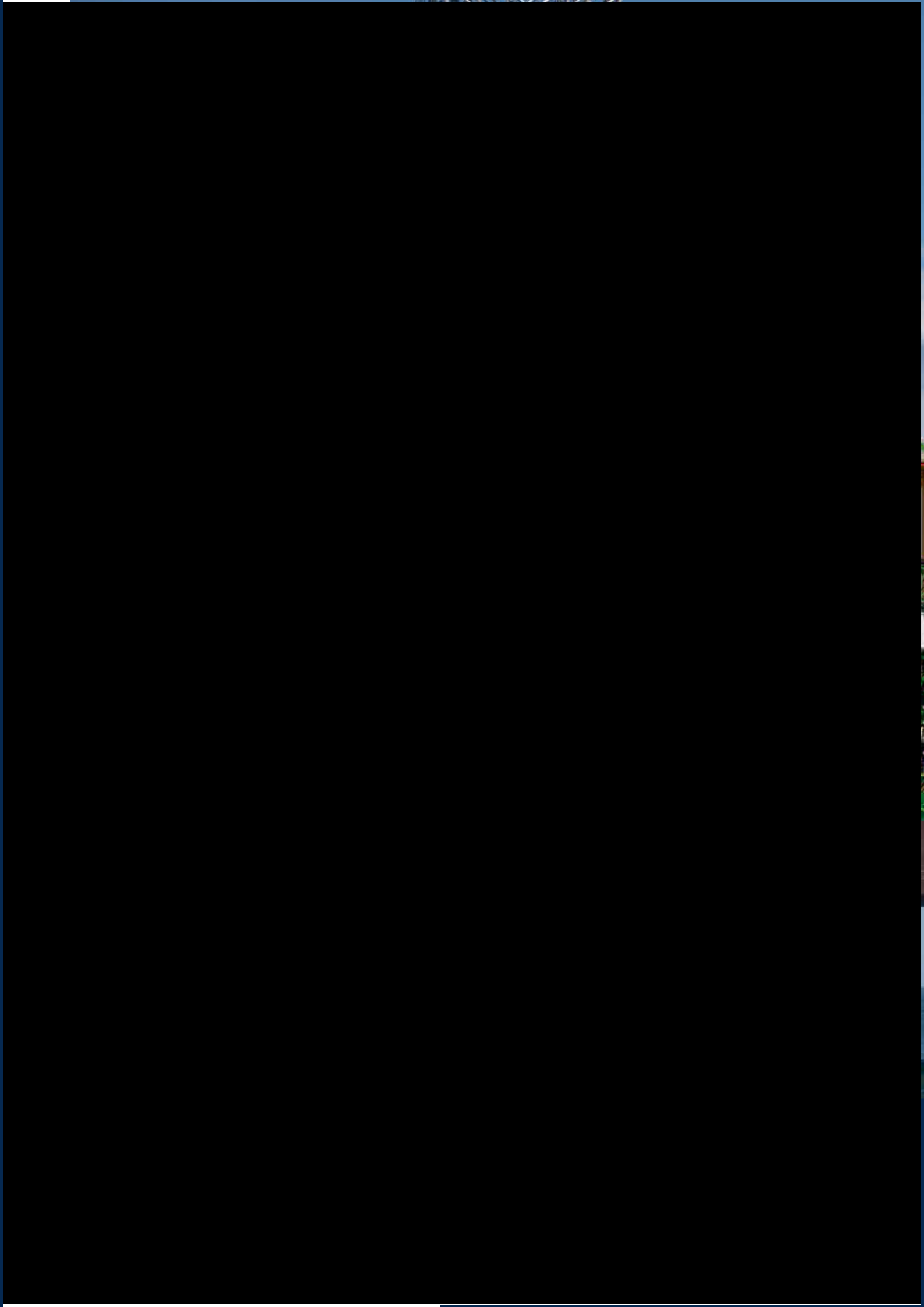


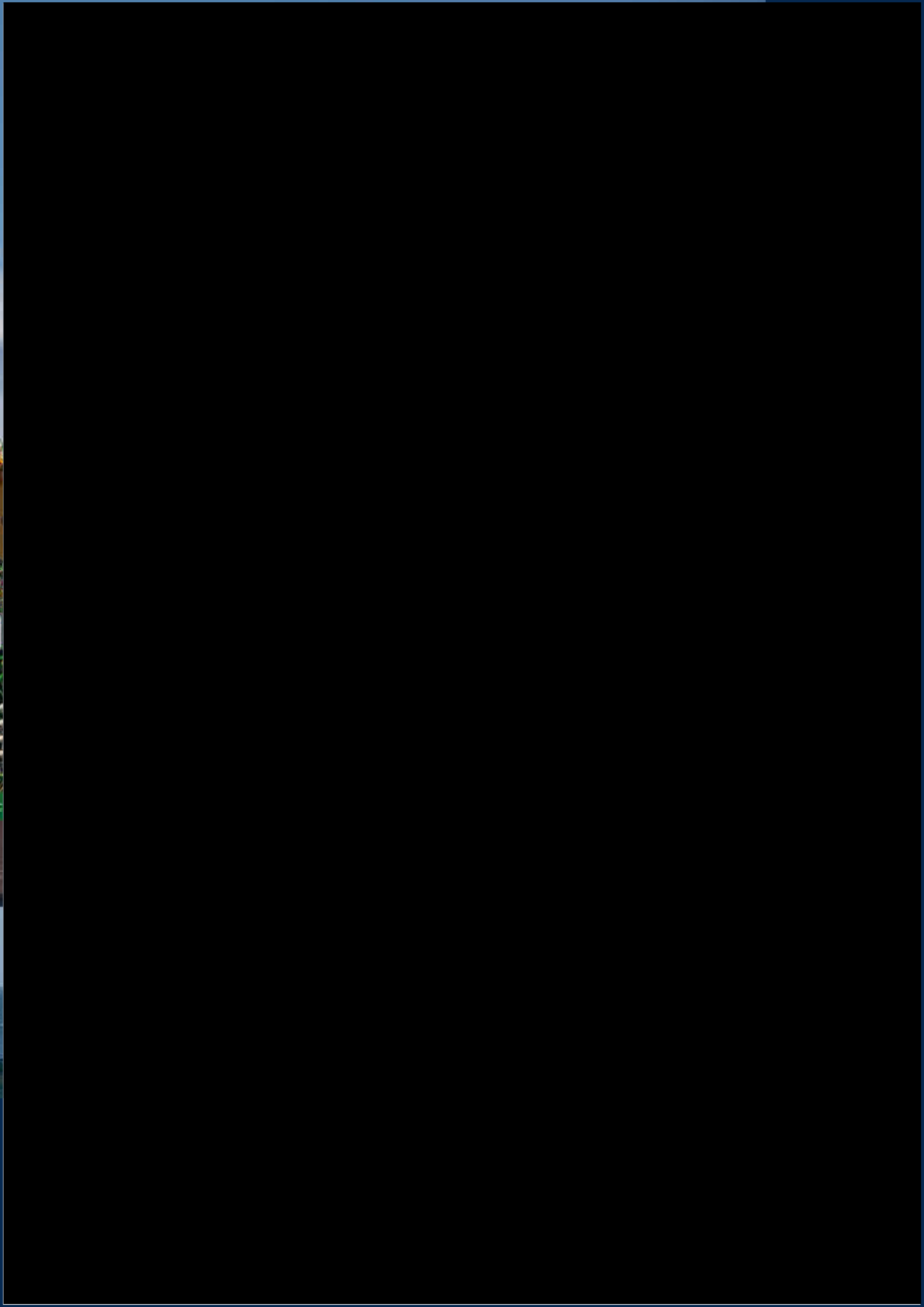




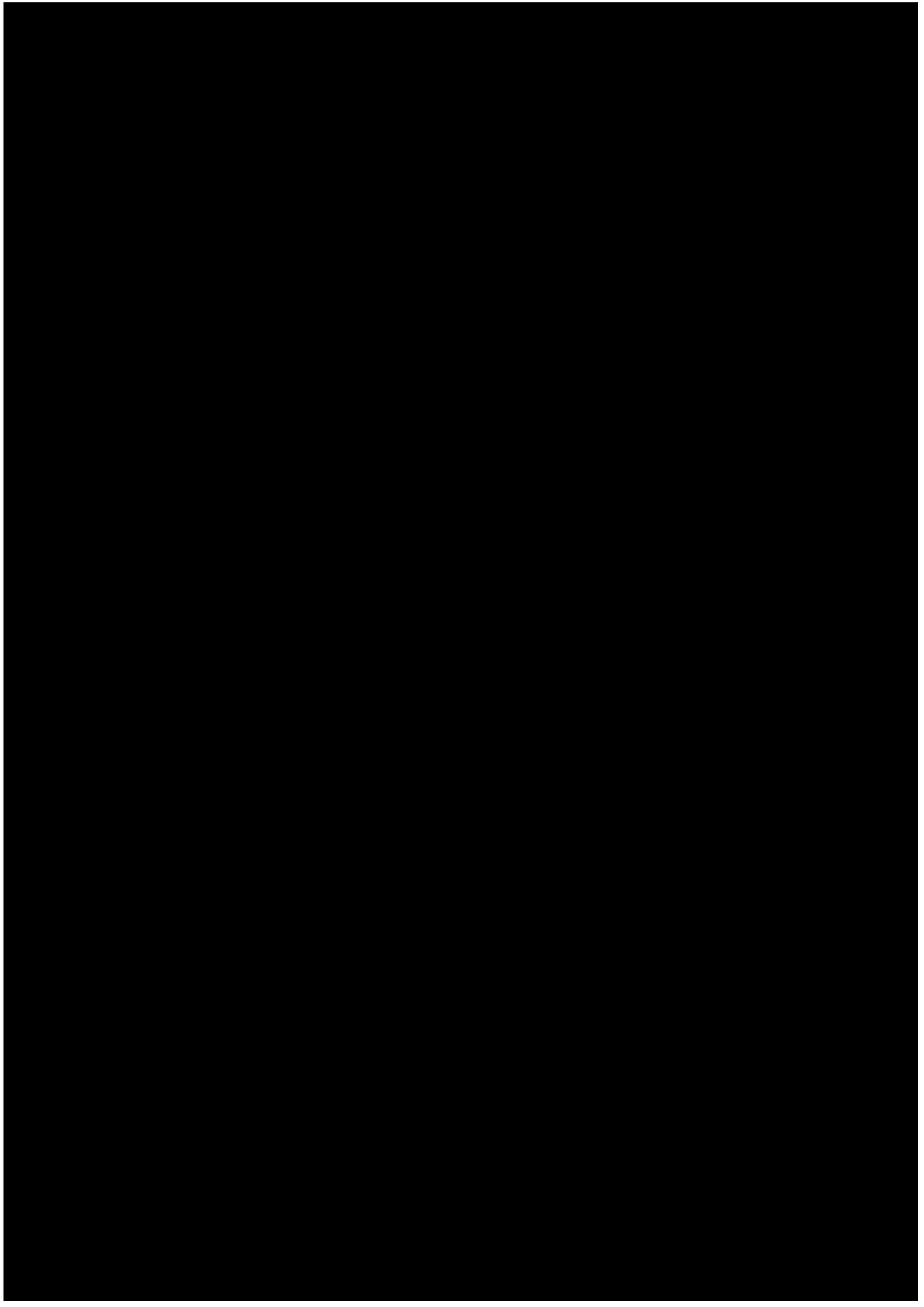


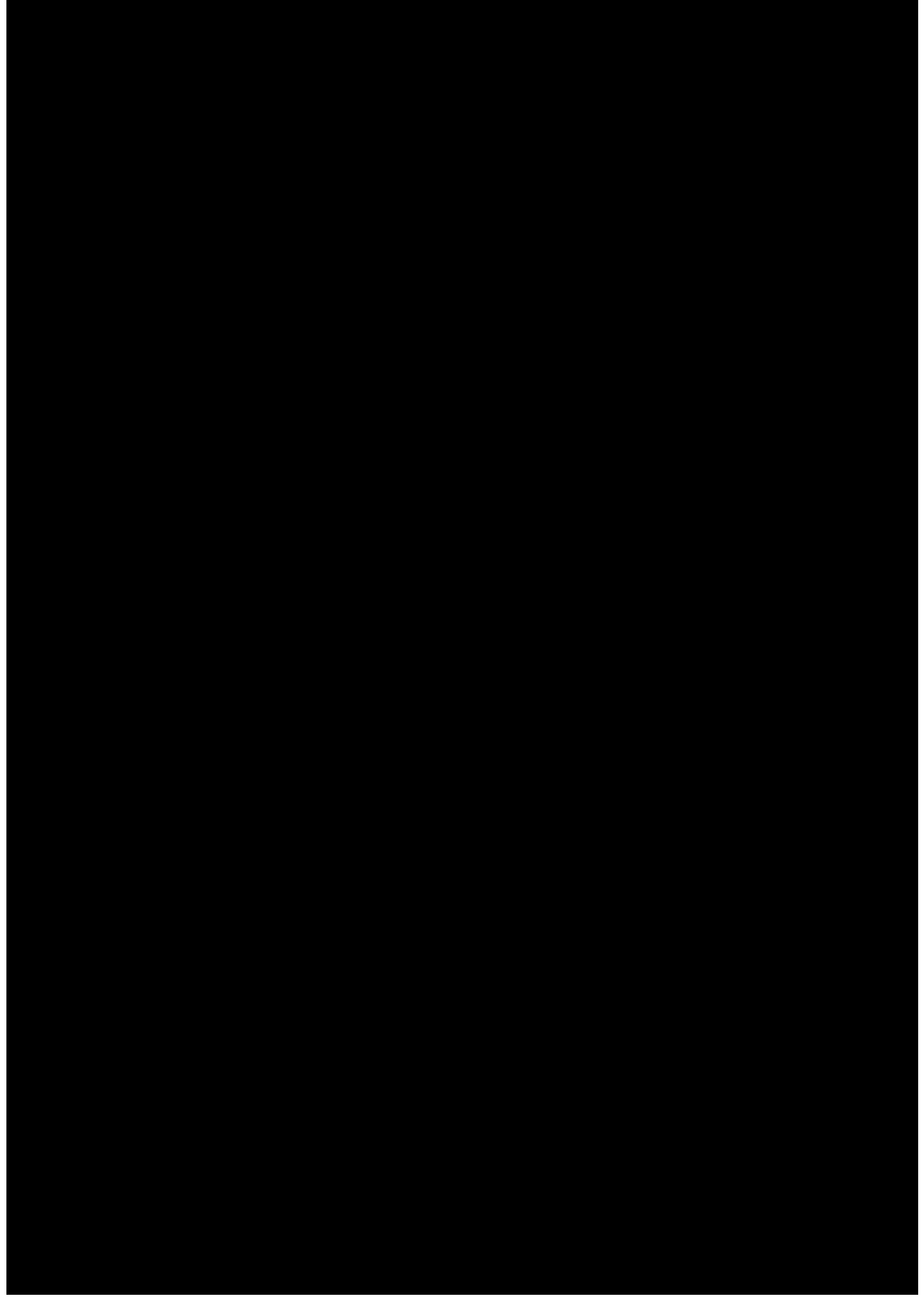


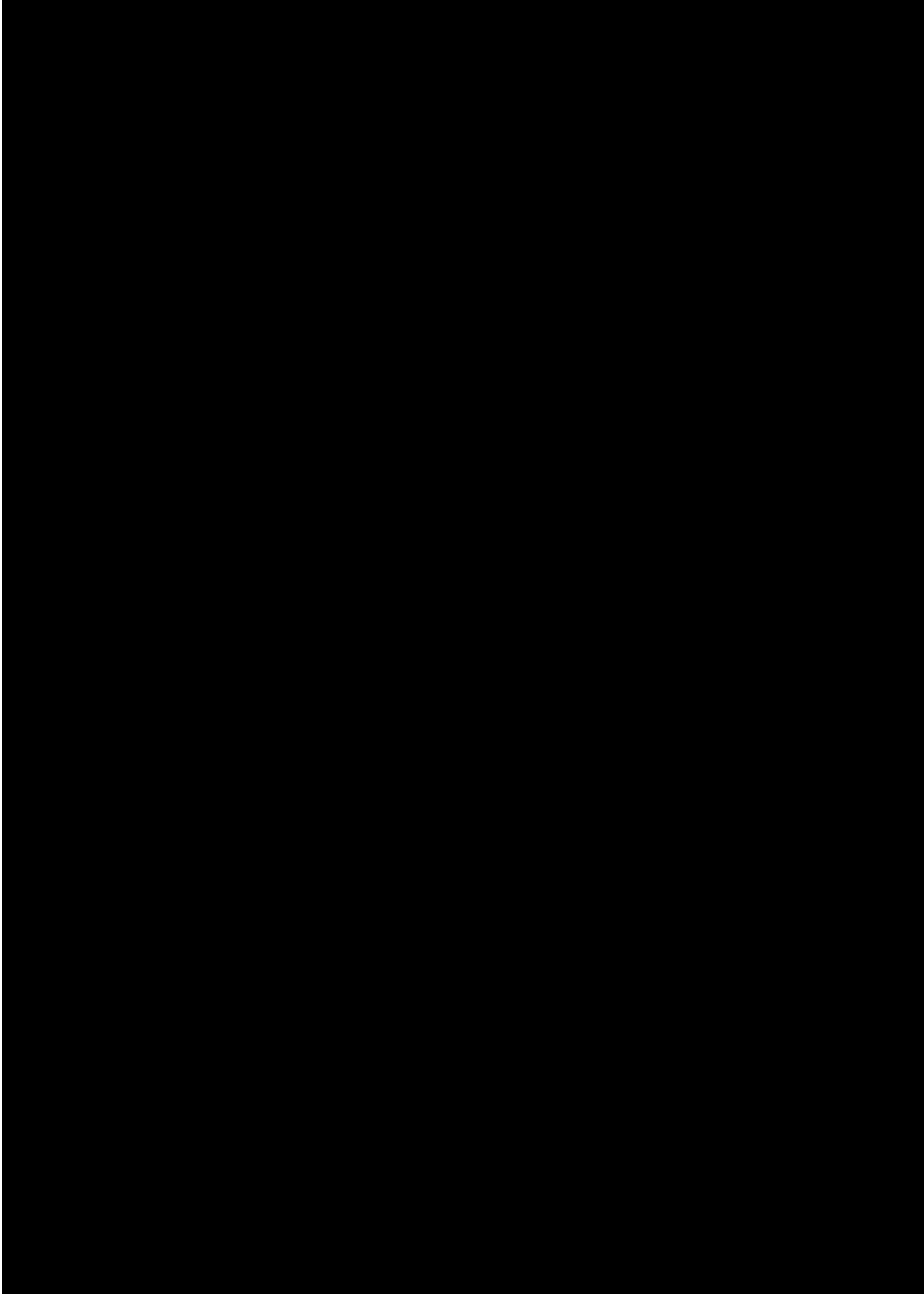


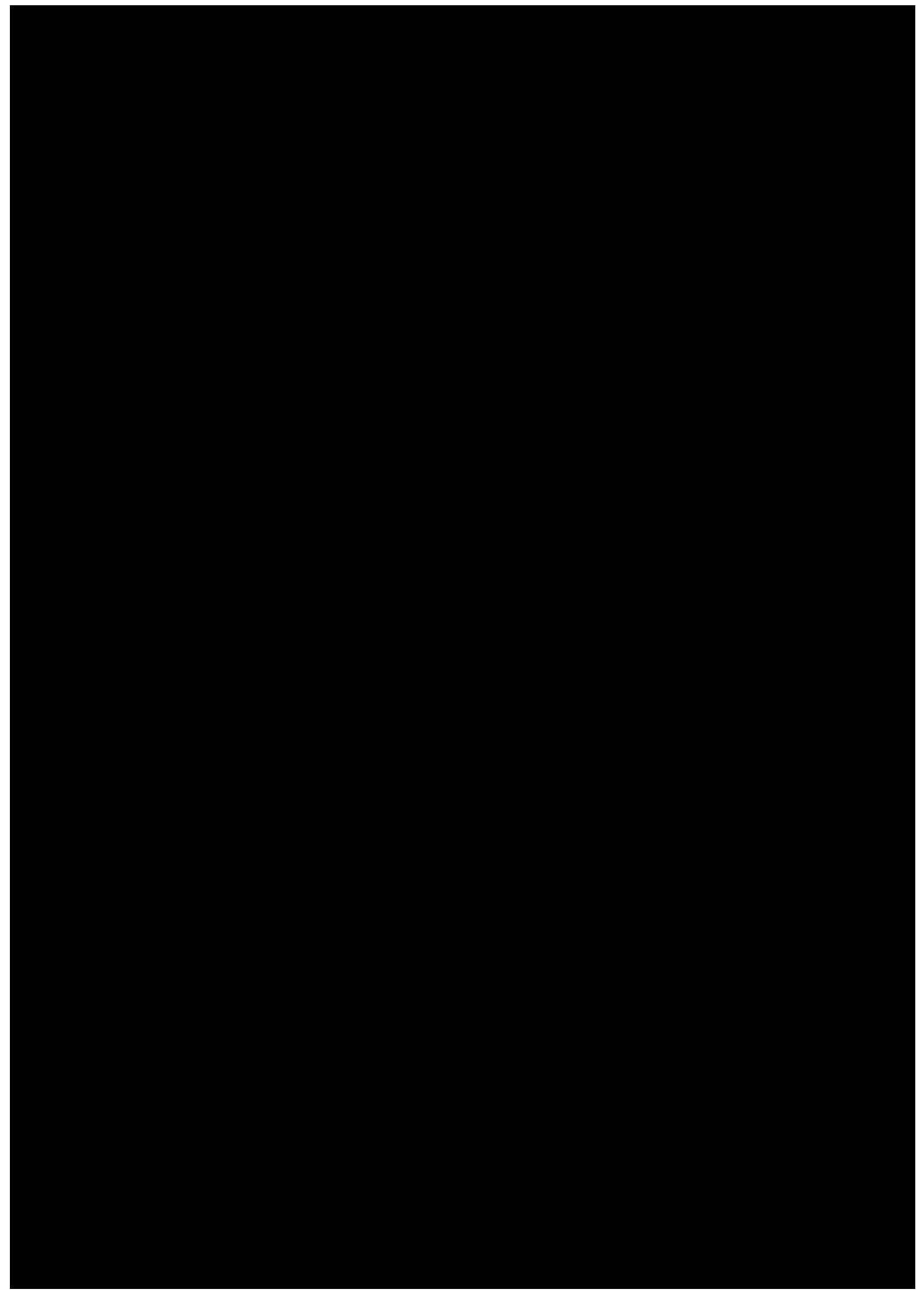


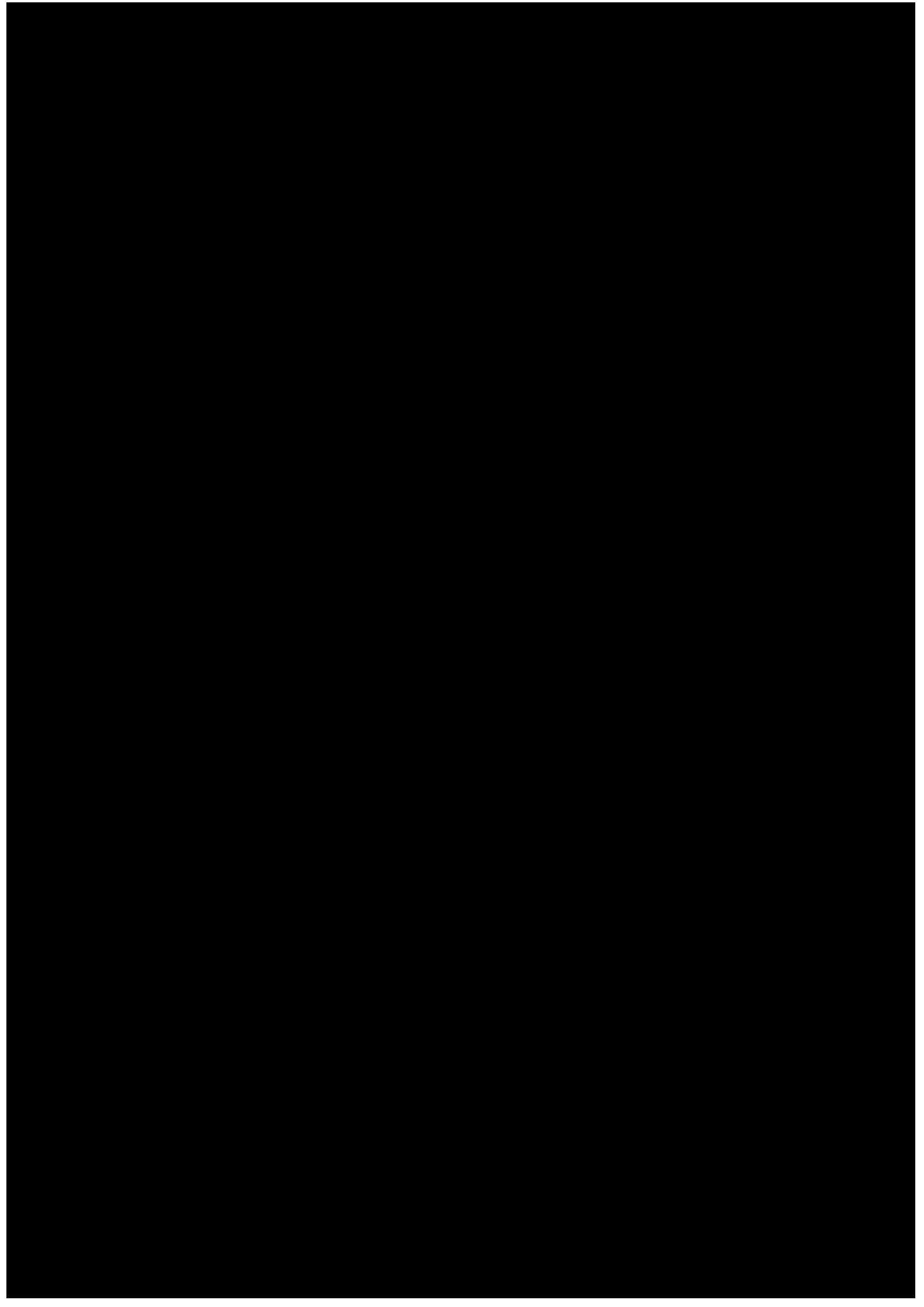


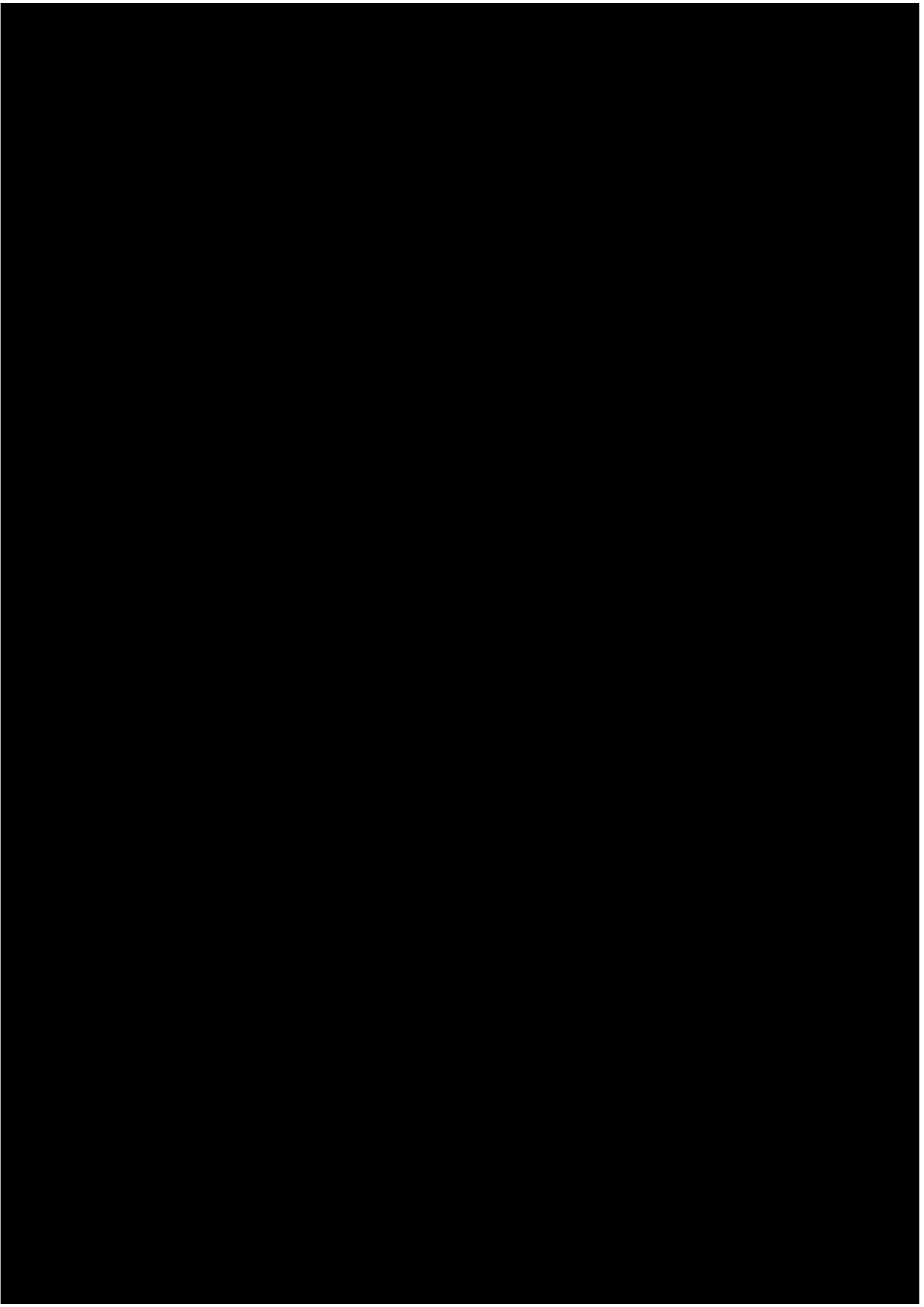


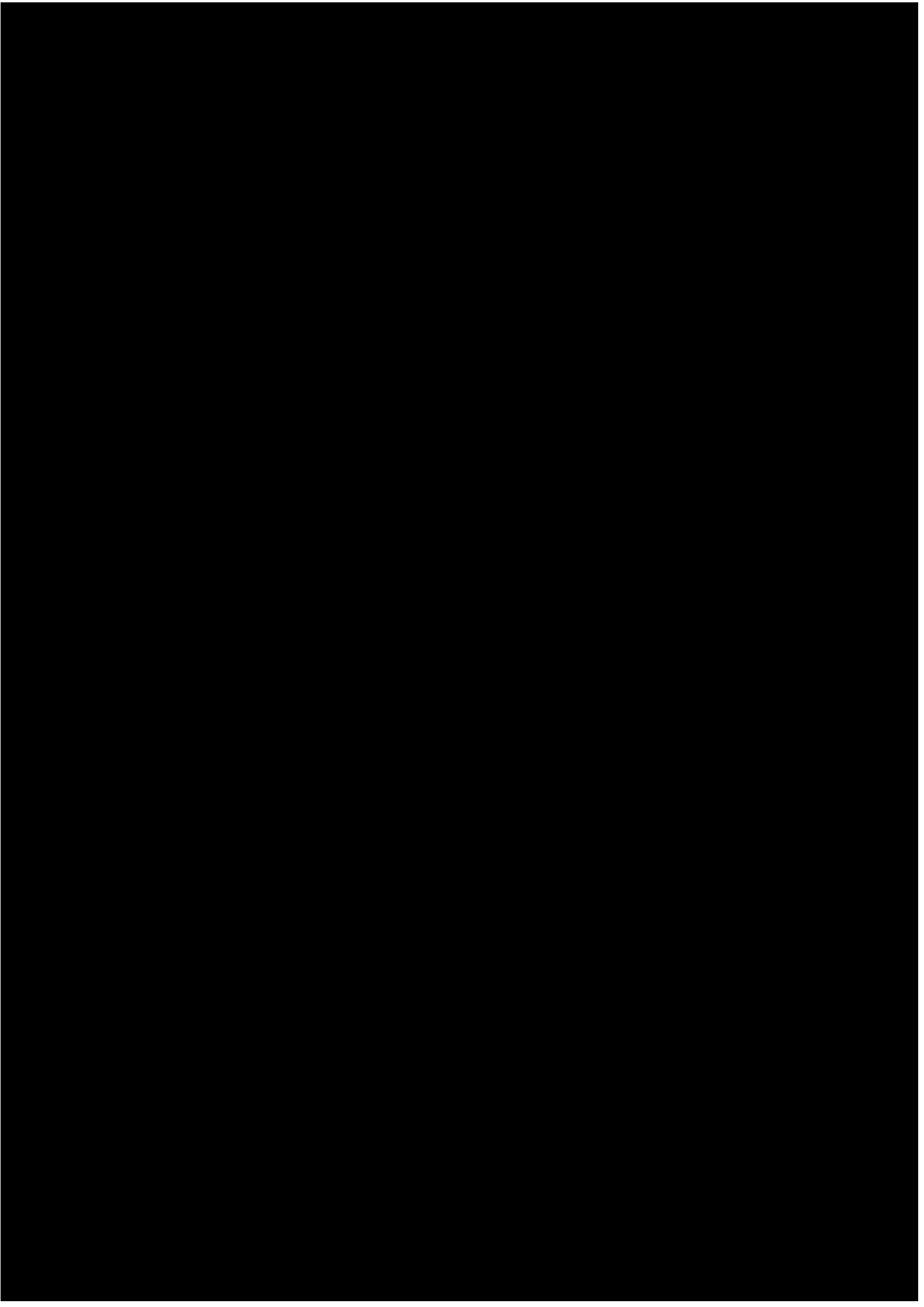


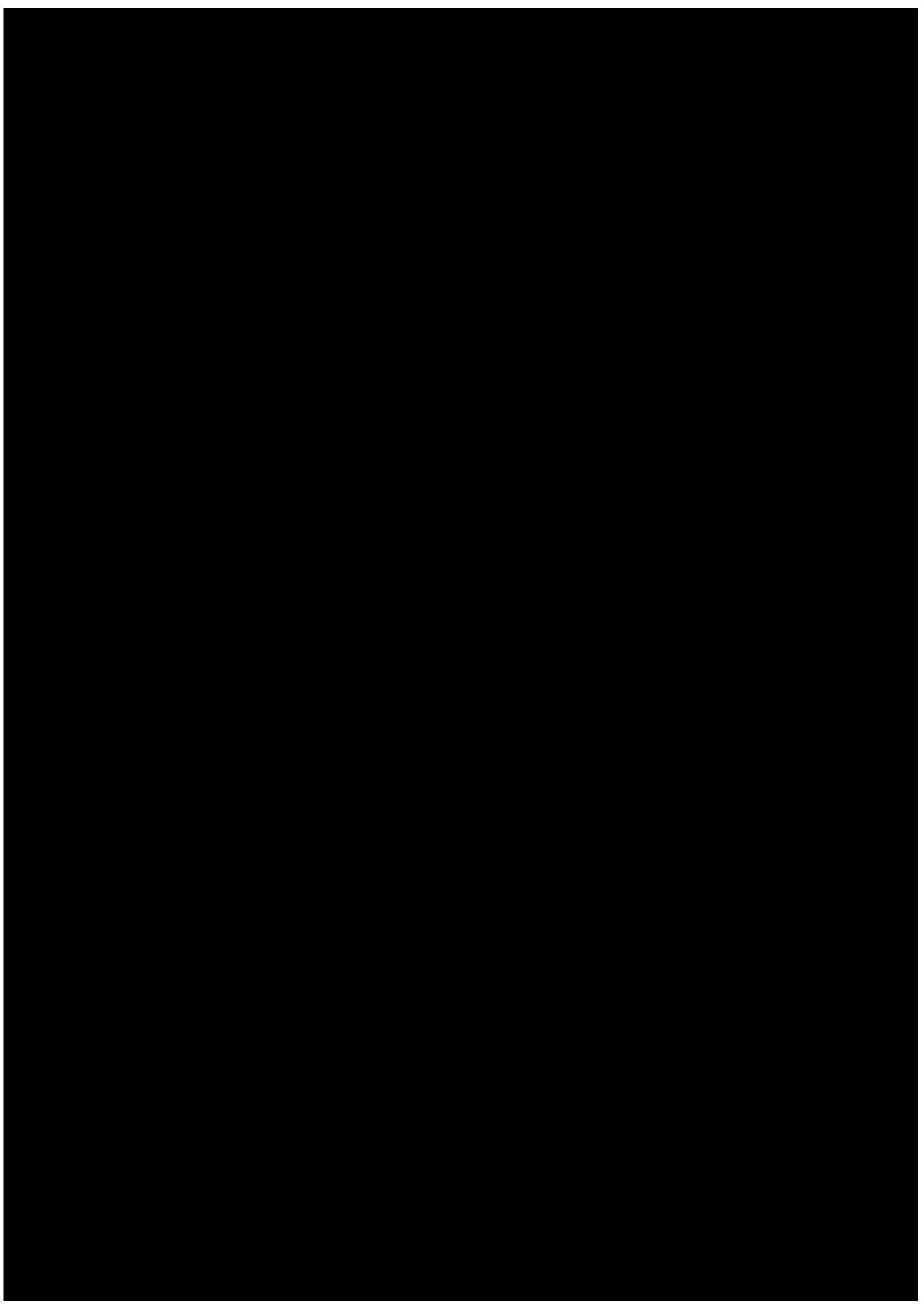




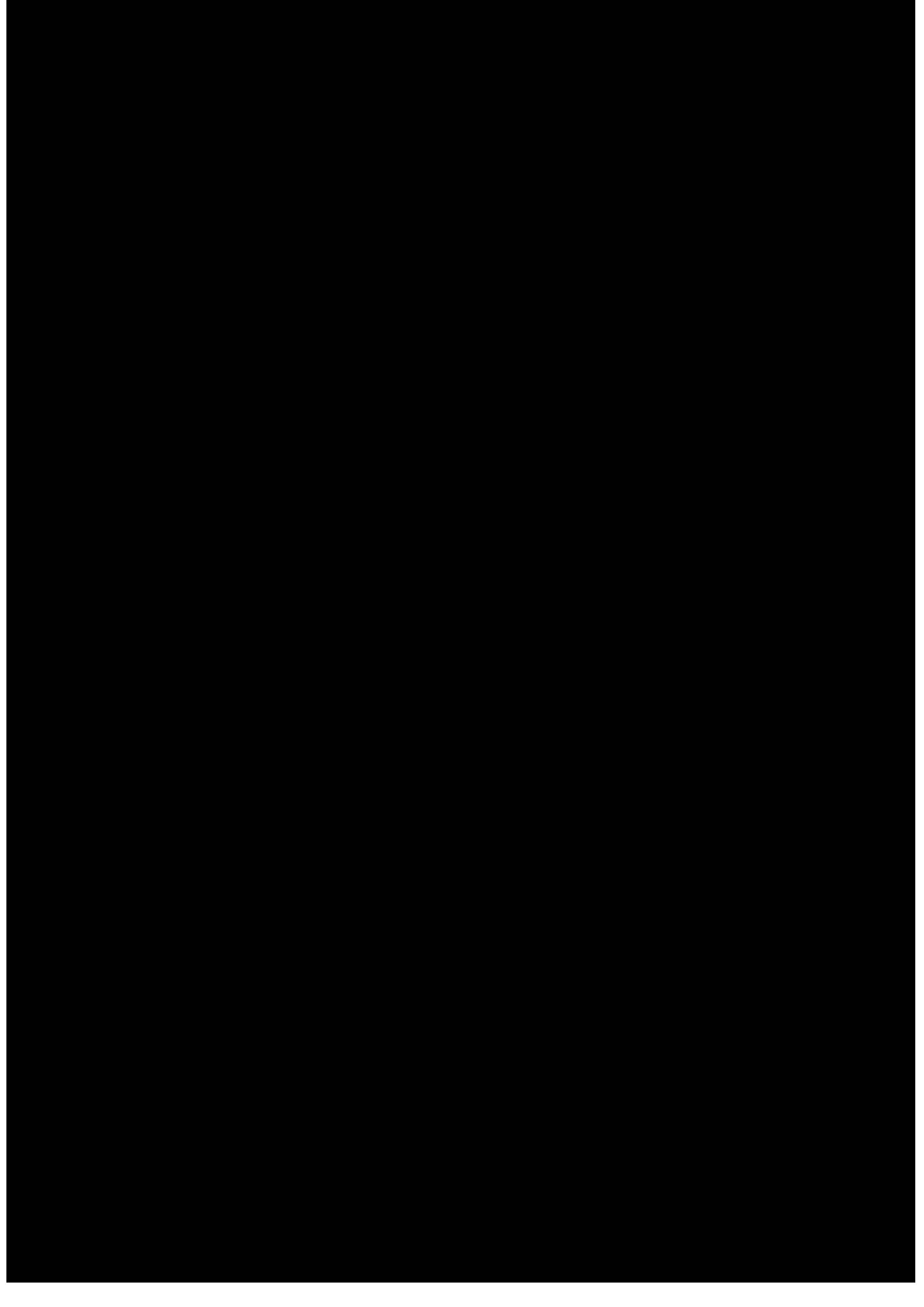


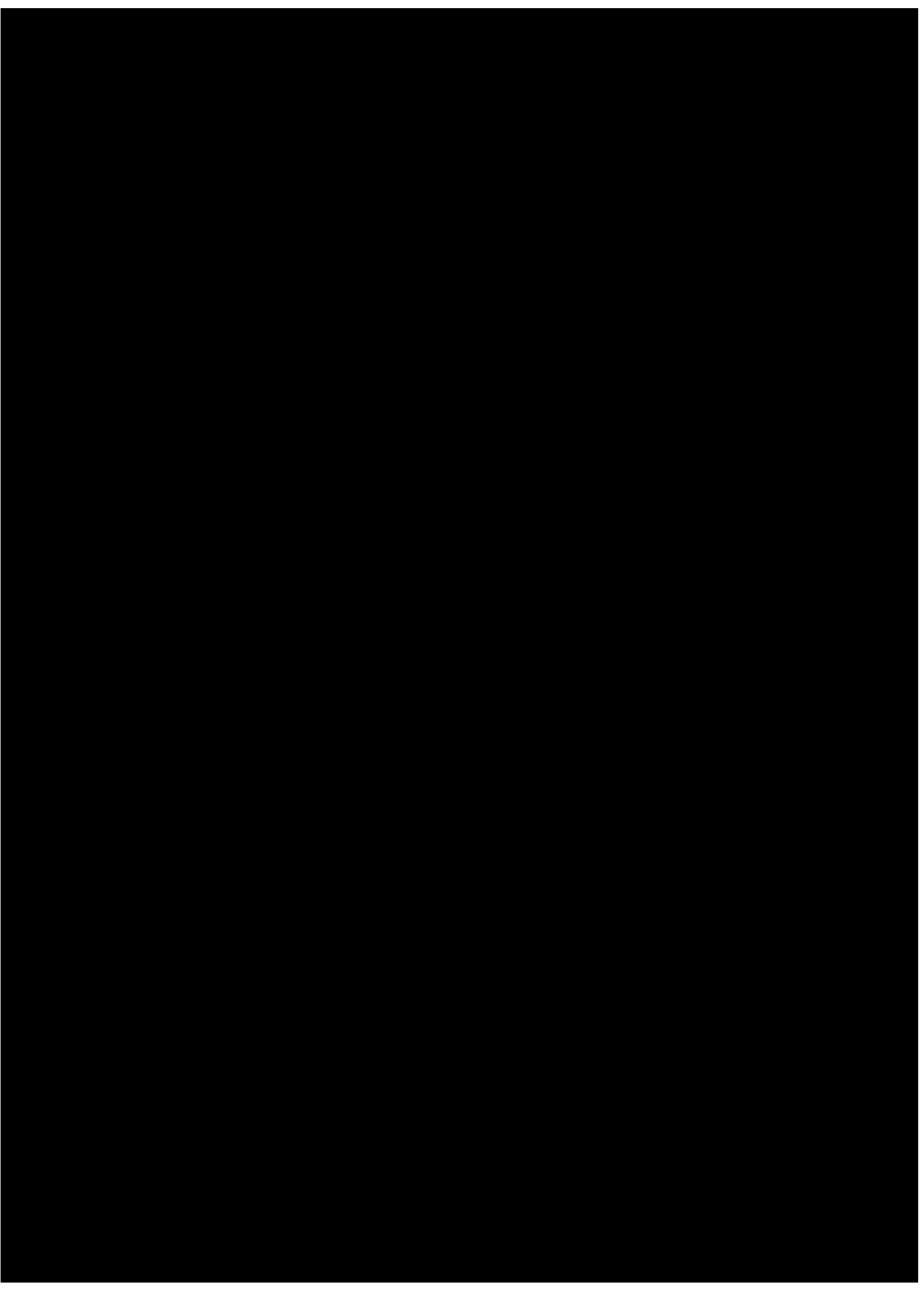












The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, employee salaries, and utility bills. It also outlines the proper procedures for recording these transactions, including the use of double-entry bookkeeping and the importance of regular reconciliations.

The second part of the document focuses on the analysis of the recorded data. It explains how to calculate key financial ratios and metrics, such as the gross profit margin and the current ratio. These calculations are essential for understanding the company's financial health and identifying areas for improvement. The document also discusses the importance of comparing the company's performance against industry benchmarks and providing a clear explanation of the reasons for any variances.

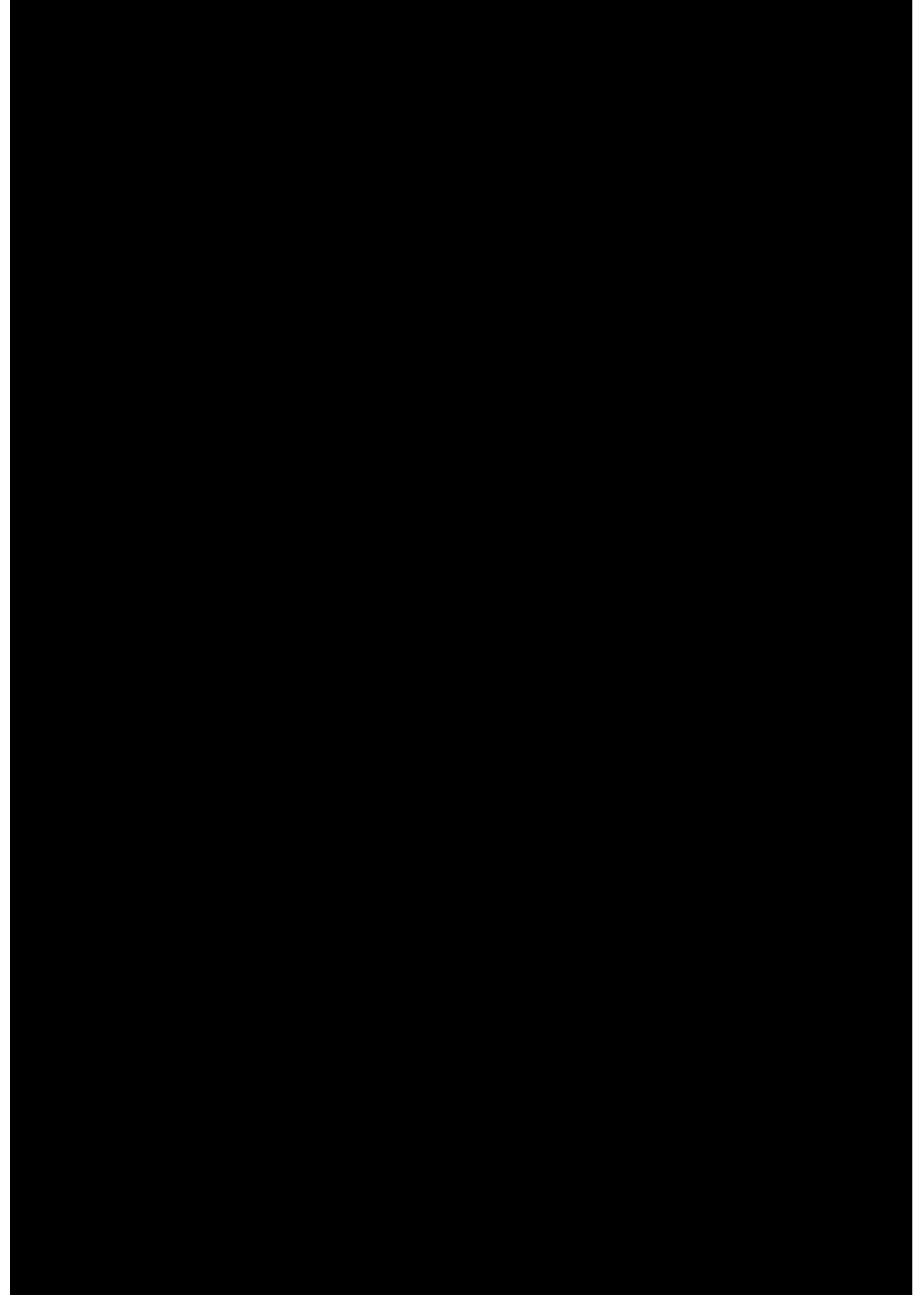
The final part of the document provides a summary of the findings and offers recommendations for future actions. It stresses the need for ongoing monitoring and reporting to ensure that the company remains on track with its financial goals. The document concludes by reiterating the importance of transparency and accuracy in financial reporting and encourages the management to take proactive steps to address any identified issues.

The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can help in decision-making, legal compliance, and financial management. The text emphasizes that records should be organized, up-to-date, and easily accessible.

Next, the document addresses the challenges of data management in the digital age. It notes that while digital storage offers convenience, it also introduces risks such as data loss, security breaches, and information overload. Solutions like cloud storage, encryption, and regular backups are suggested to mitigate these risks.

The third section focuses on the role of technology in streamlining business processes. It describes how automation and software solutions can reduce manual errors, save time, and improve overall efficiency. Examples of tools used for project management, customer relationship management, and accounting are provided.

Finally, the document concludes by stressing the importance of employee training and awareness. It suggests that regular training sessions can help employees stay updated on the latest technologies and best practices, ensuring the organization remains competitive and secure.



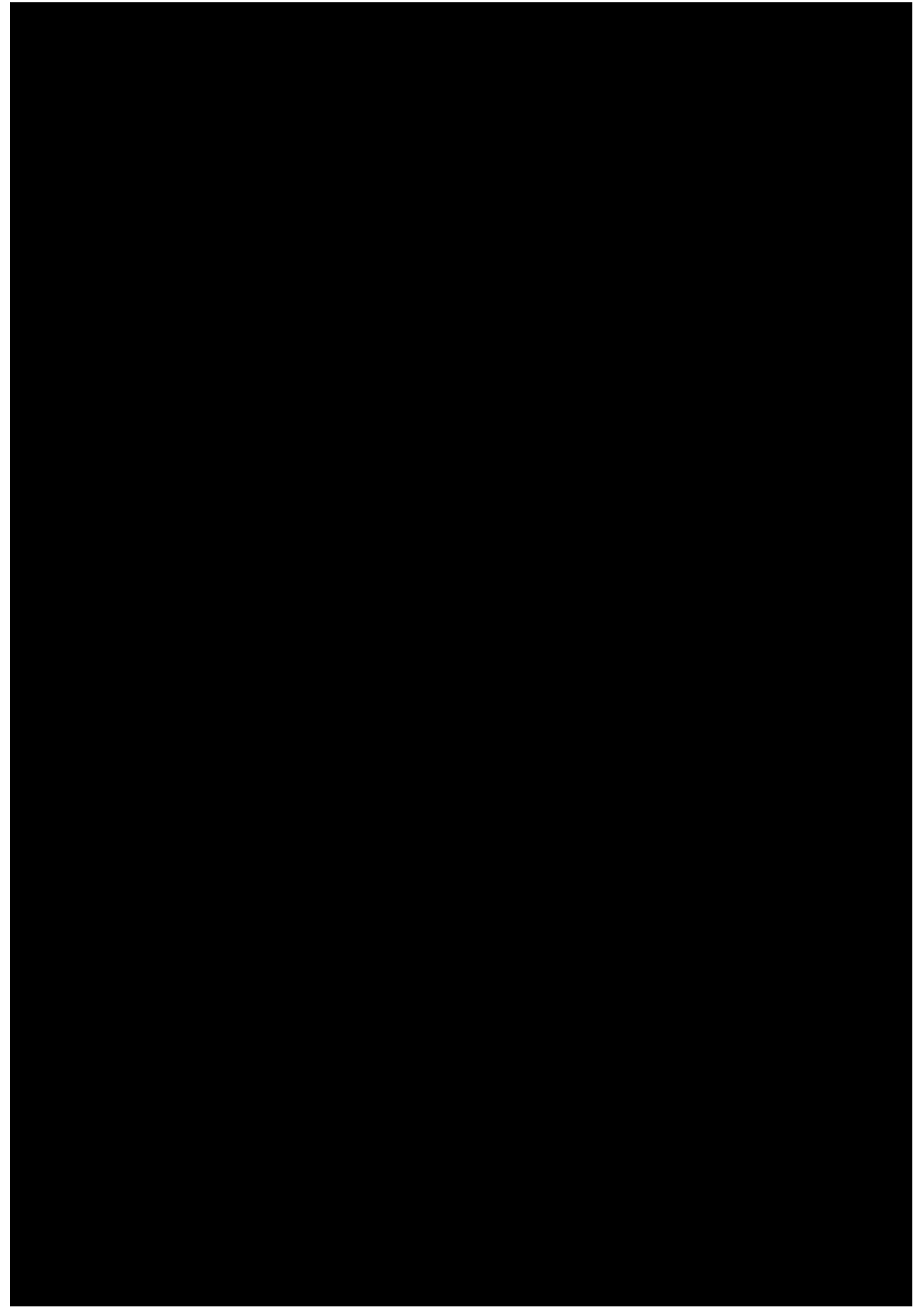


The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every receipt and invoice should be properly filed and indexed for easy retrieval. This is particularly crucial for businesses that deal with a large volume of transactions, as it helps in identifying discrepancies and ensuring compliance with tax regulations.

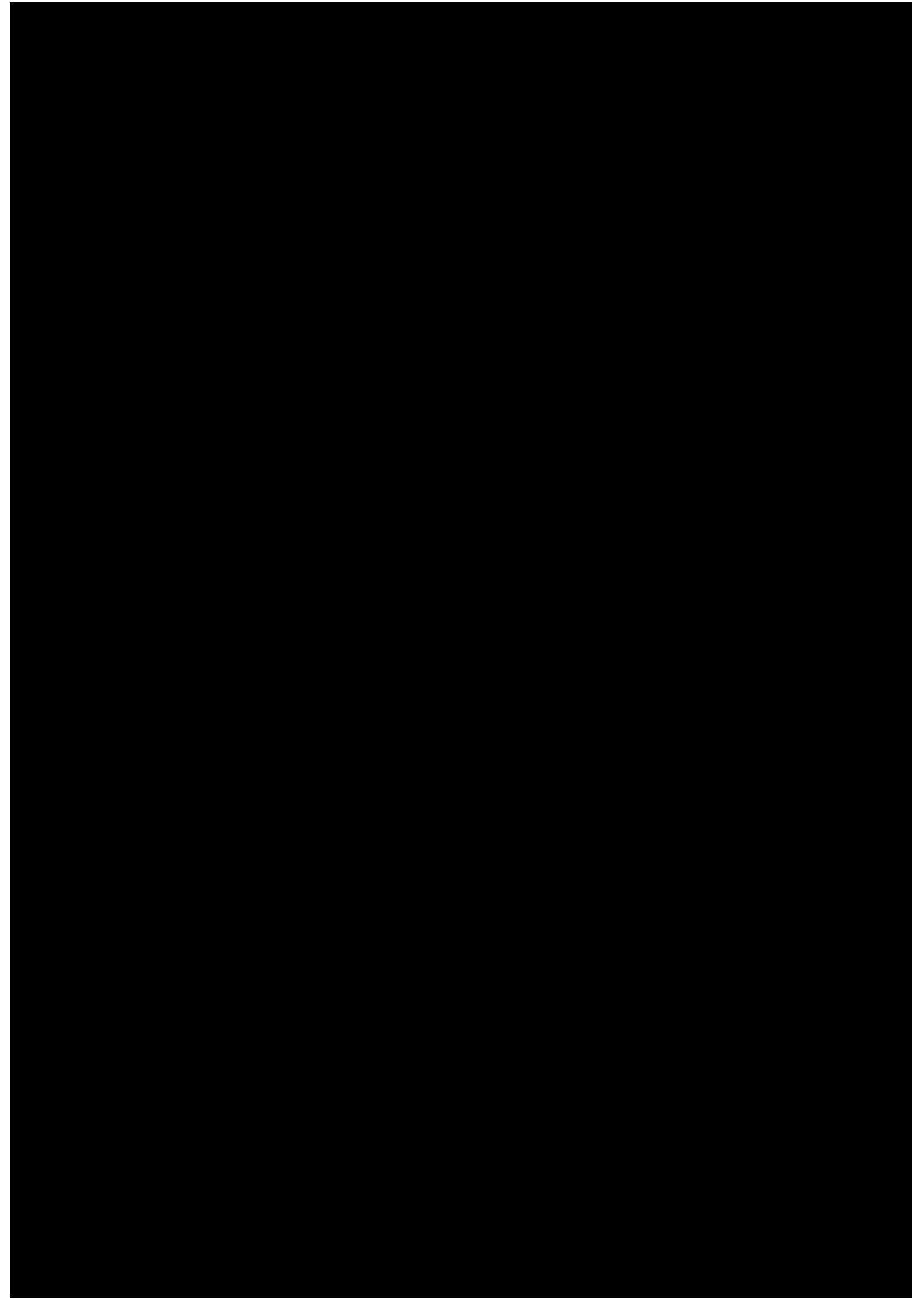
Next, the document addresses the issue of budgeting and financial forecasting. It suggests that businesses should regularly review their financial statements to assess their current financial health and make necessary adjustments to their budget. This involves comparing actual performance against the budgeted figures and identifying areas where costs are exceeding expectations.

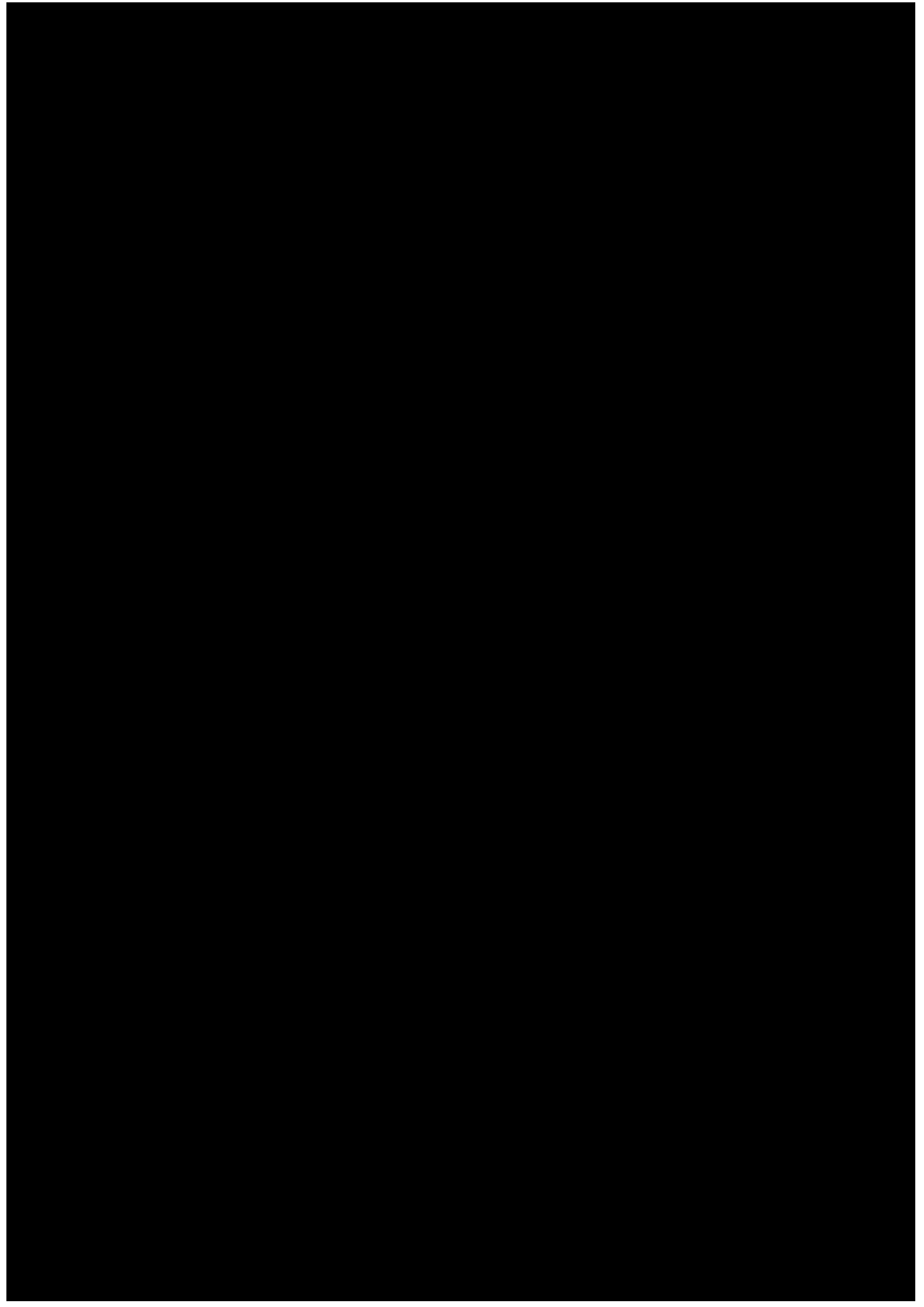
The document also highlights the significance of maintaining a strong relationship with creditors and suppliers. It advises businesses to communicate openly and honestly about their financial situation, especially if they are facing difficulties. This can help in negotiating more favorable terms and avoiding legal complications.

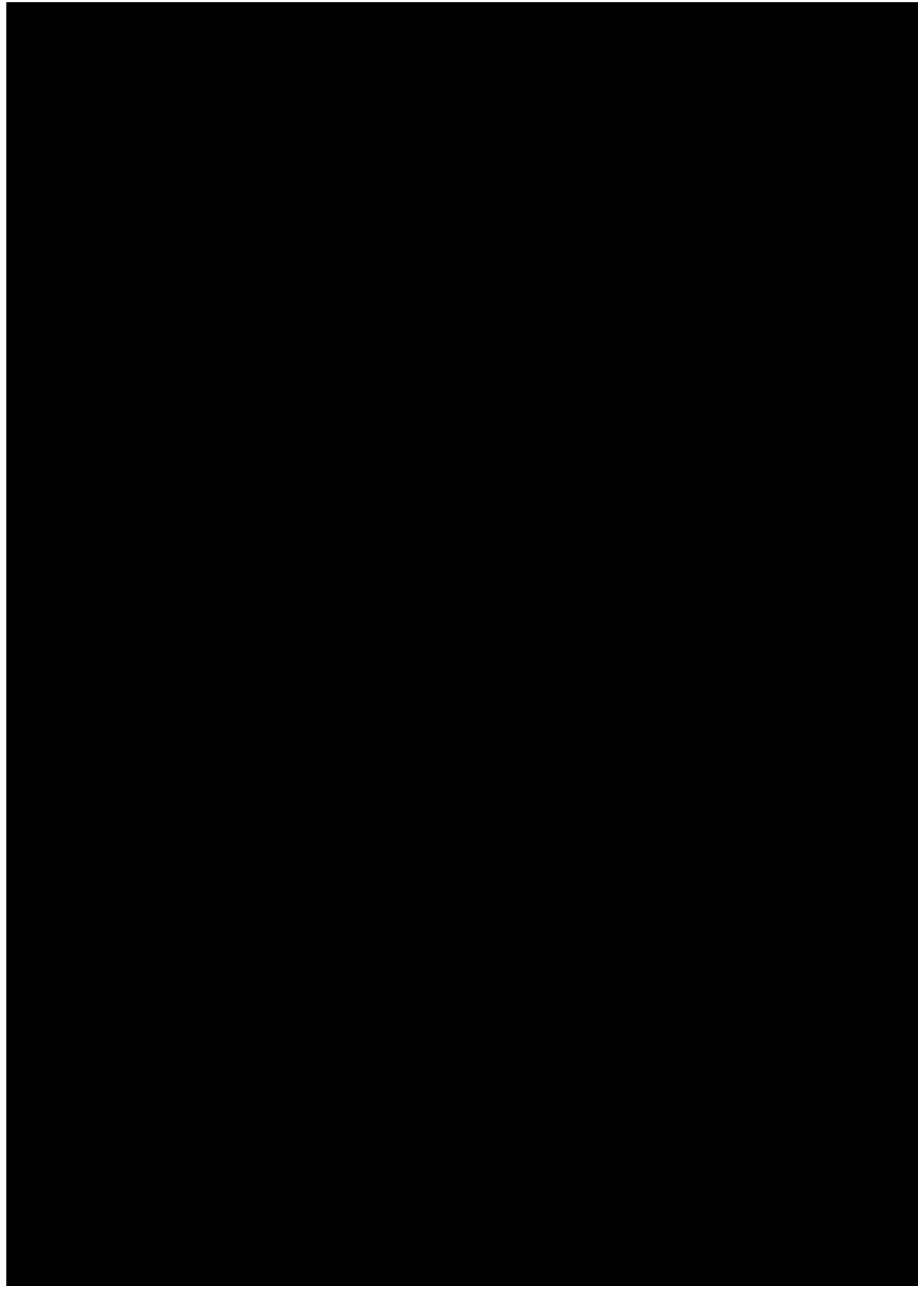
Finally, the document concludes by emphasizing the need for transparency and accountability in financial management. It encourages businesses to provide clear and concise reports to their stakeholders, including investors and board members. This not only builds trust but also ensures that everyone is on the same page regarding the company's financial performance.









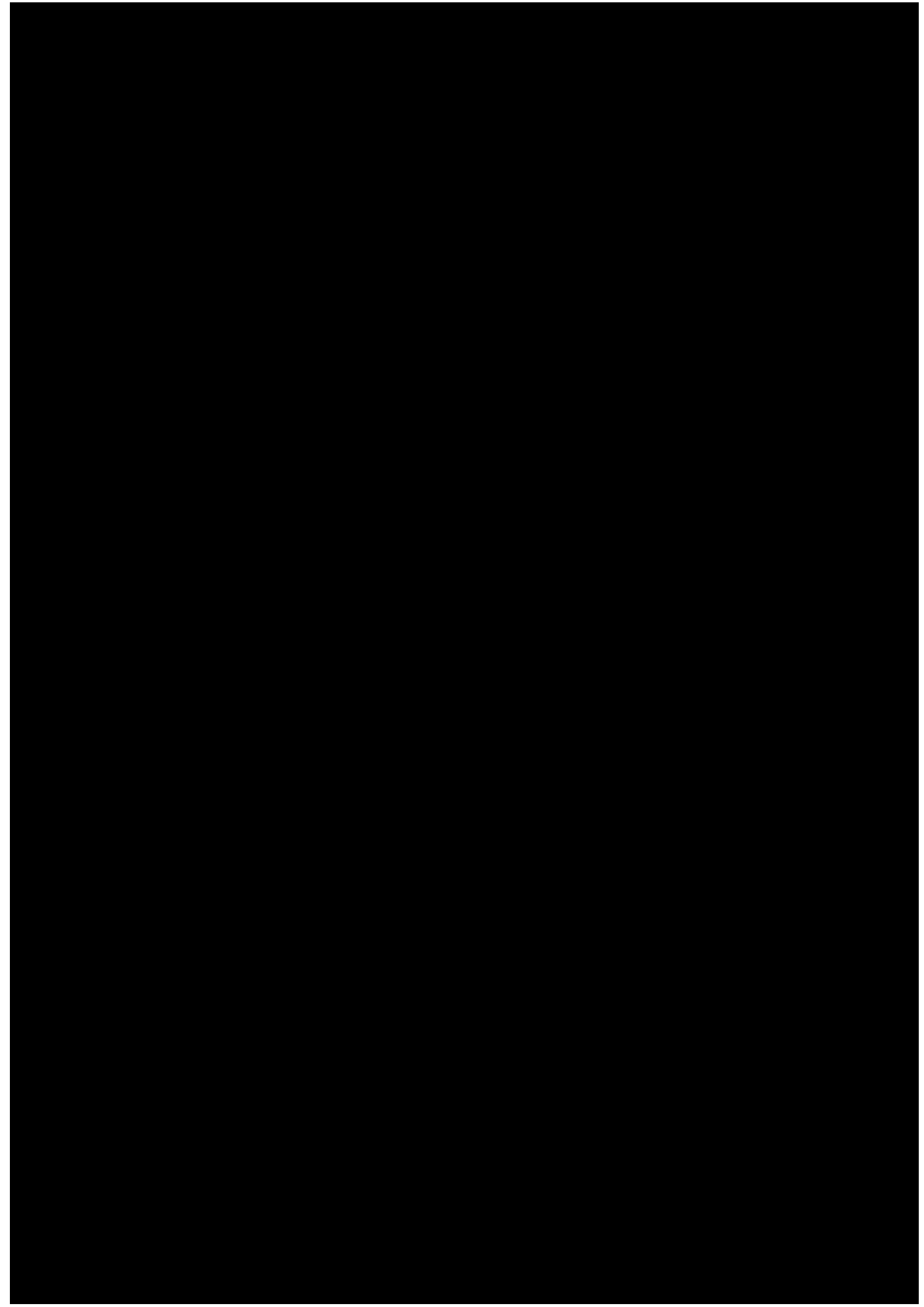


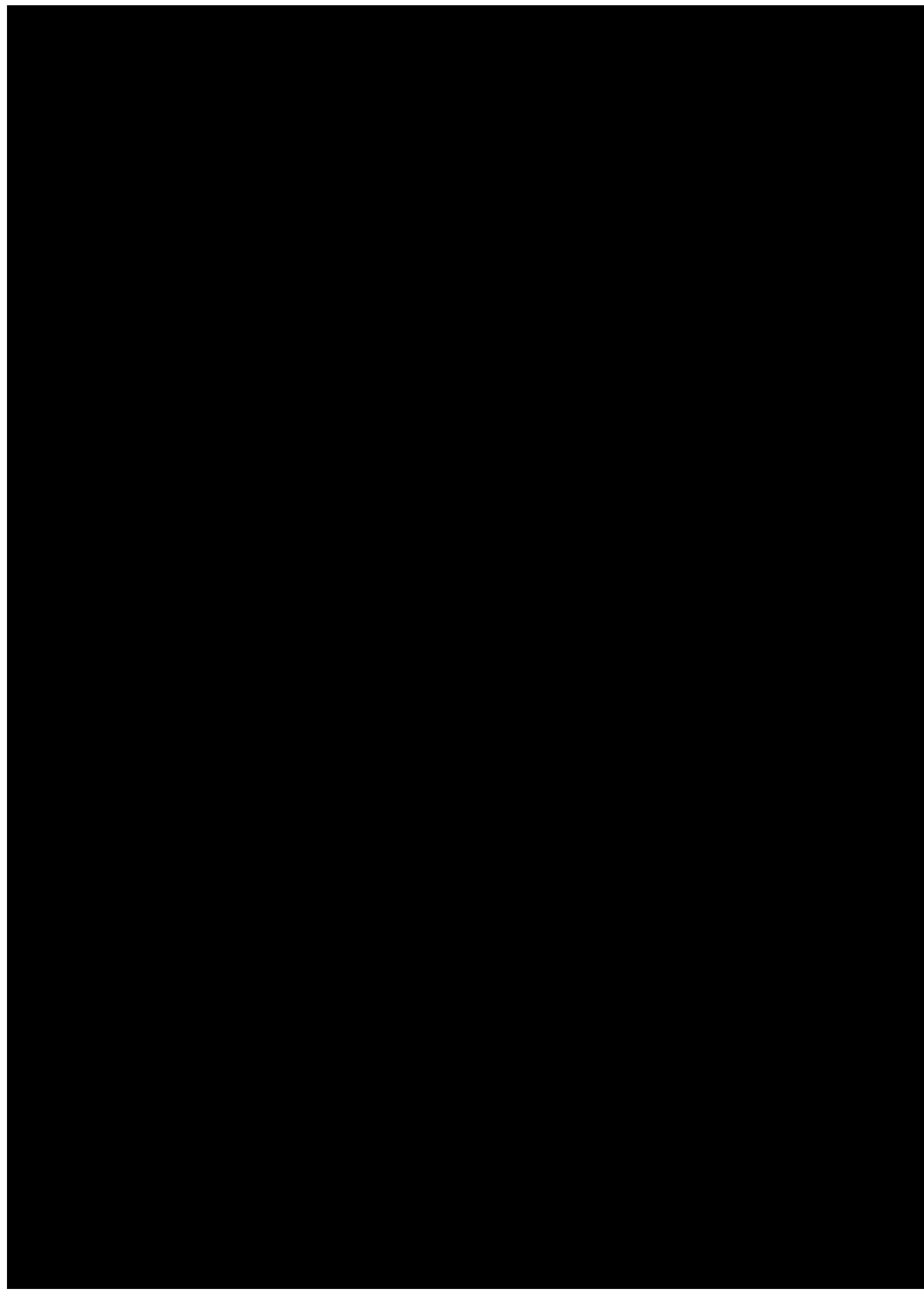
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every receipt, invoice, and bill should be properly filed and indexed for easy retrieval. This not only helps in tracking expenses but also ensures compliance with tax regulations. The document further outlines the steps for conducting a regular audit of the accounts, highlighting the need for transparency and accountability in financial management.

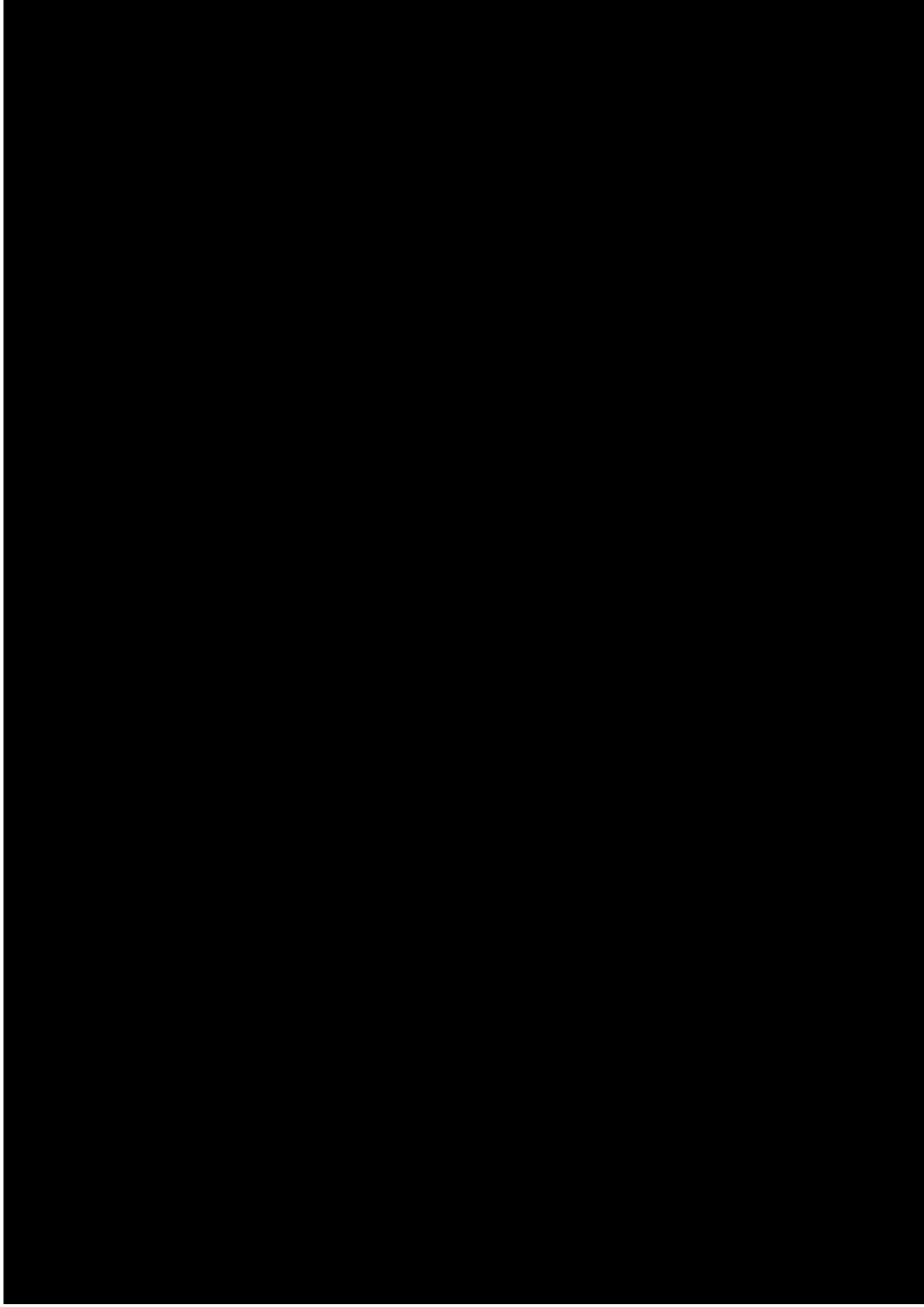
In the second section, the author provides a detailed breakdown of the company's revenue streams. It identifies the primary sources of income and analyzes their contribution to the overall financial performance. This analysis is supported by data from the previous fiscal year, showing a steady increase in sales volume and a diversification of product offerings. The document also discusses the challenges faced in maintaining consistent revenue levels and offers strategies to mitigate these risks.

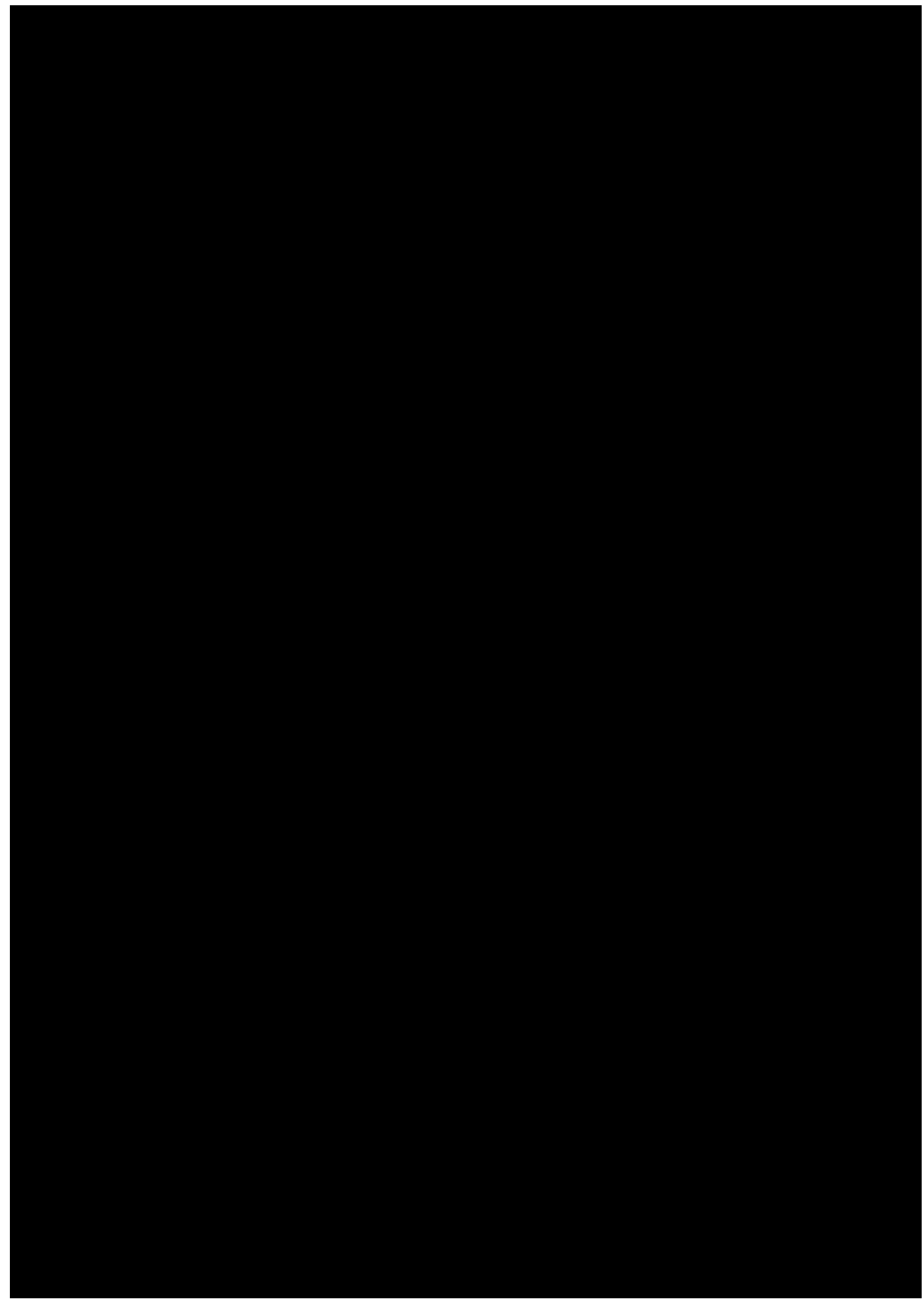
The third part of the document focuses on the management of operational costs. It identifies areas where expenses can be reduced without compromising the quality of services or products. This includes optimizing the supply chain, negotiating better terms with vendors, and improving internal efficiency. The author also discusses the importance of investing in technology and training to enhance productivity and reduce long-term costs.

Finally, the document concludes with a summary of the key findings and recommendations. It reiterates the importance of maintaining accurate records, conducting regular audits, and managing costs effectively. The author expresses confidence in the company's financial health and its ability to meet its long-term goals. The document is signed off by the Chief Financial Officer, who has reviewed and approved the content.

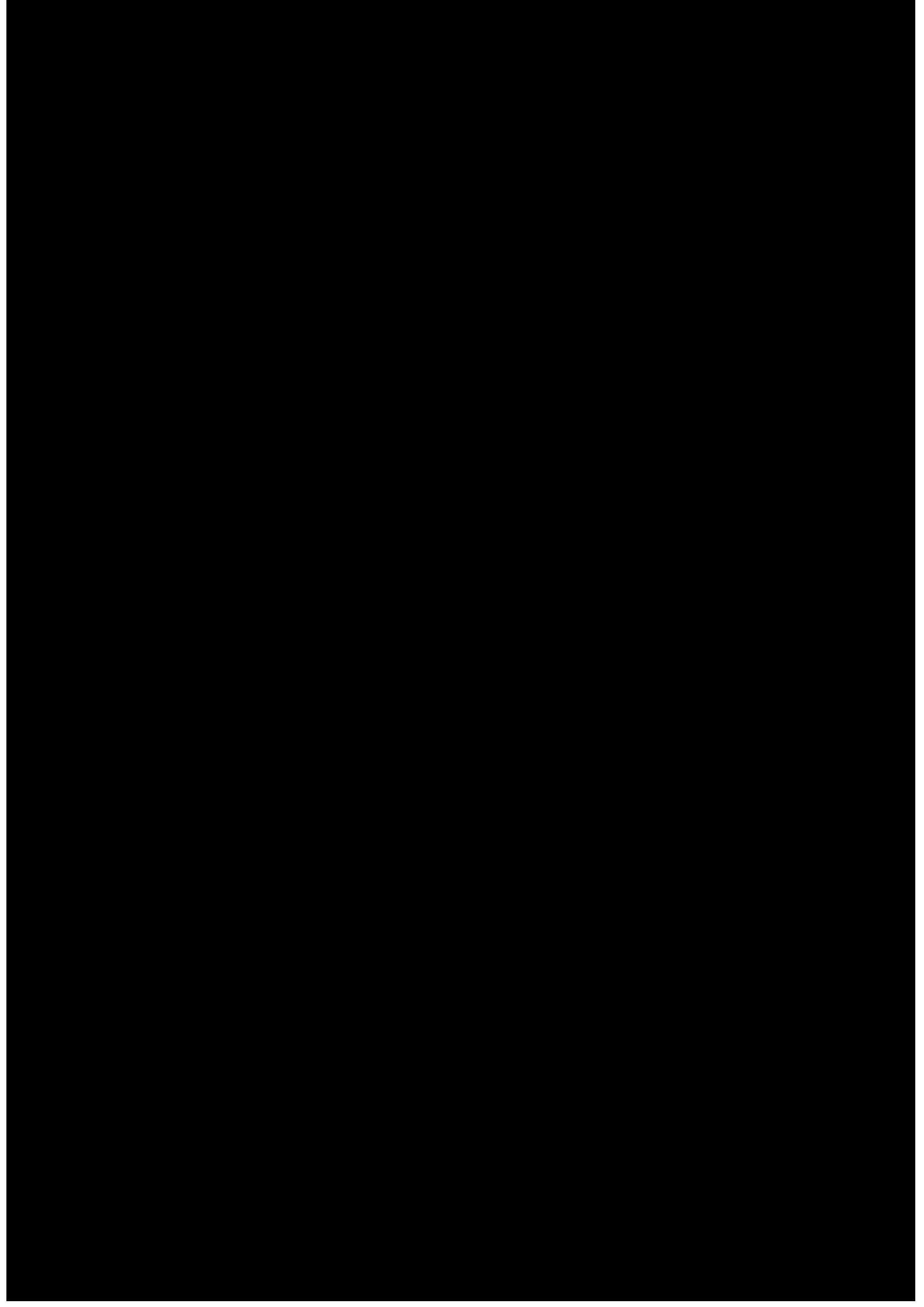


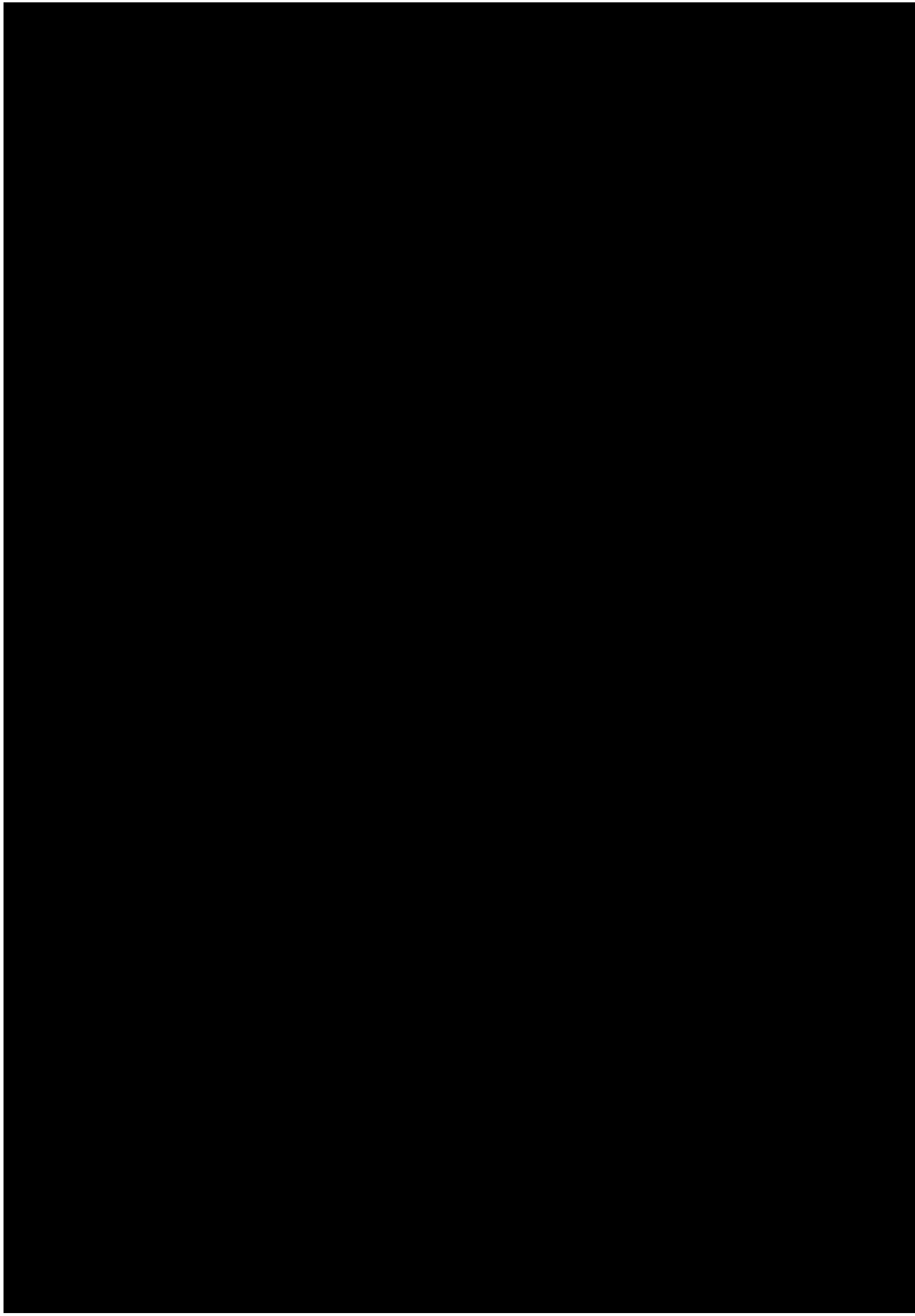










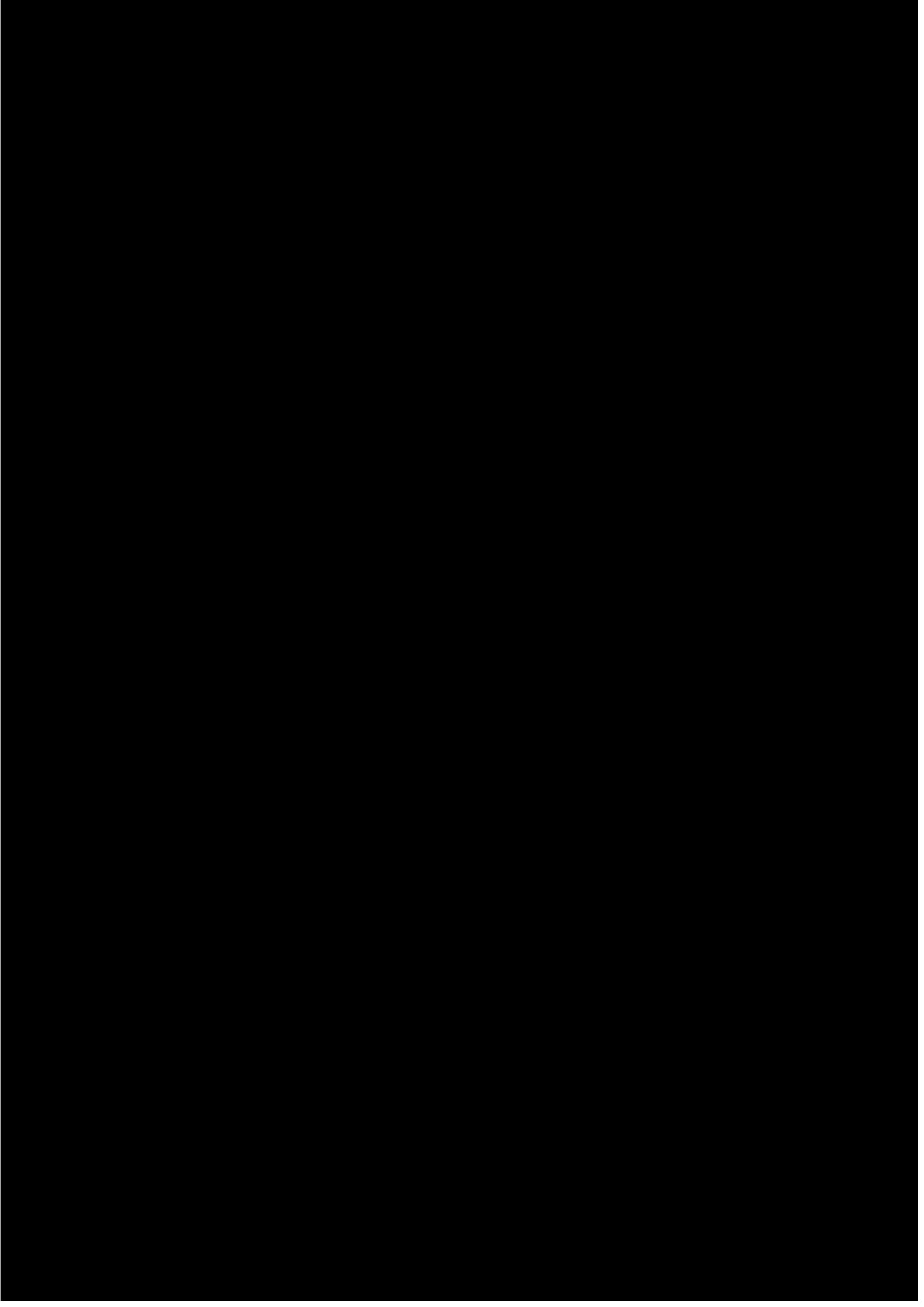


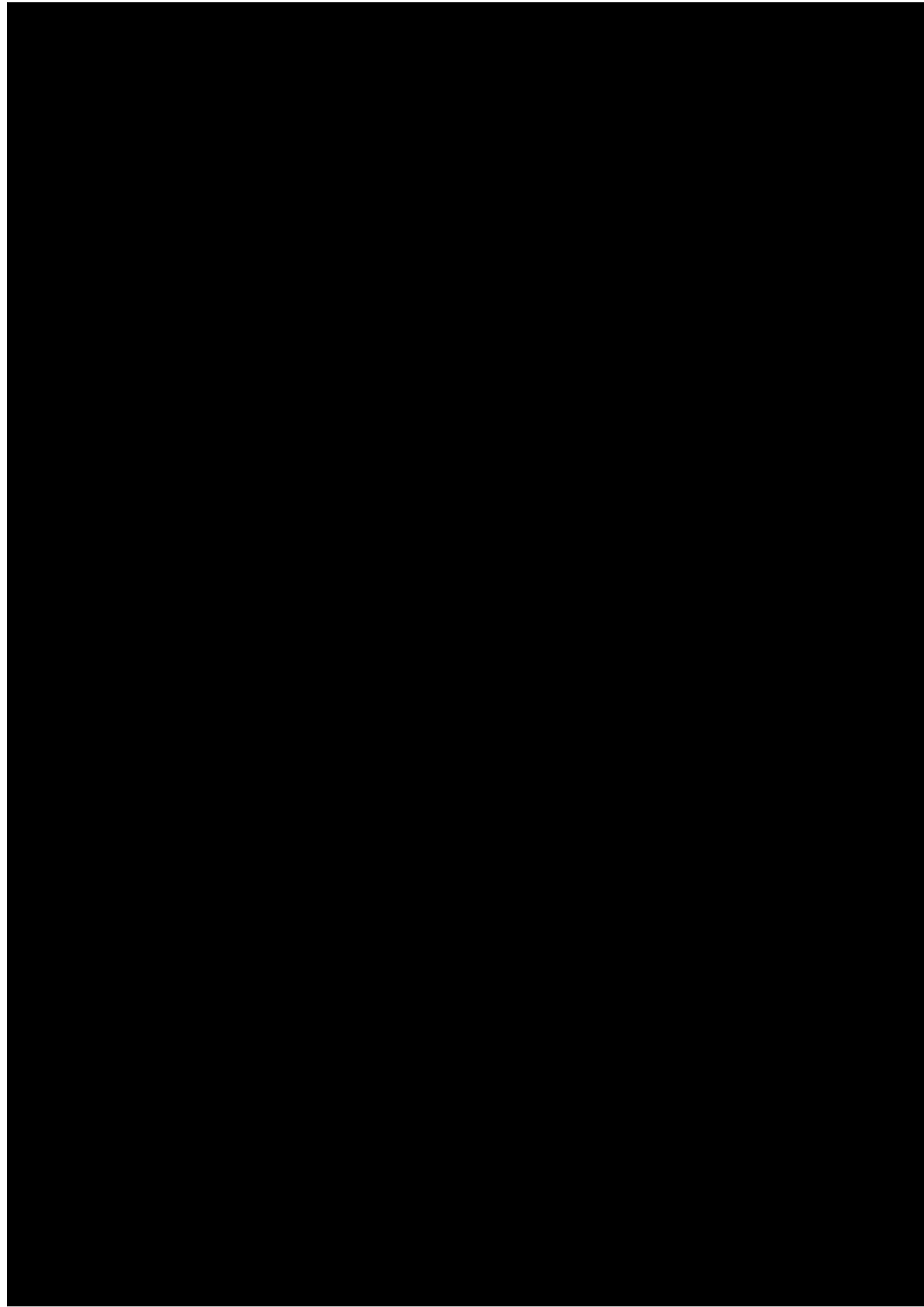
The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can lead to better decision-making and financial stability. The text emphasizes the need for consistency and thoroughness in all entries.

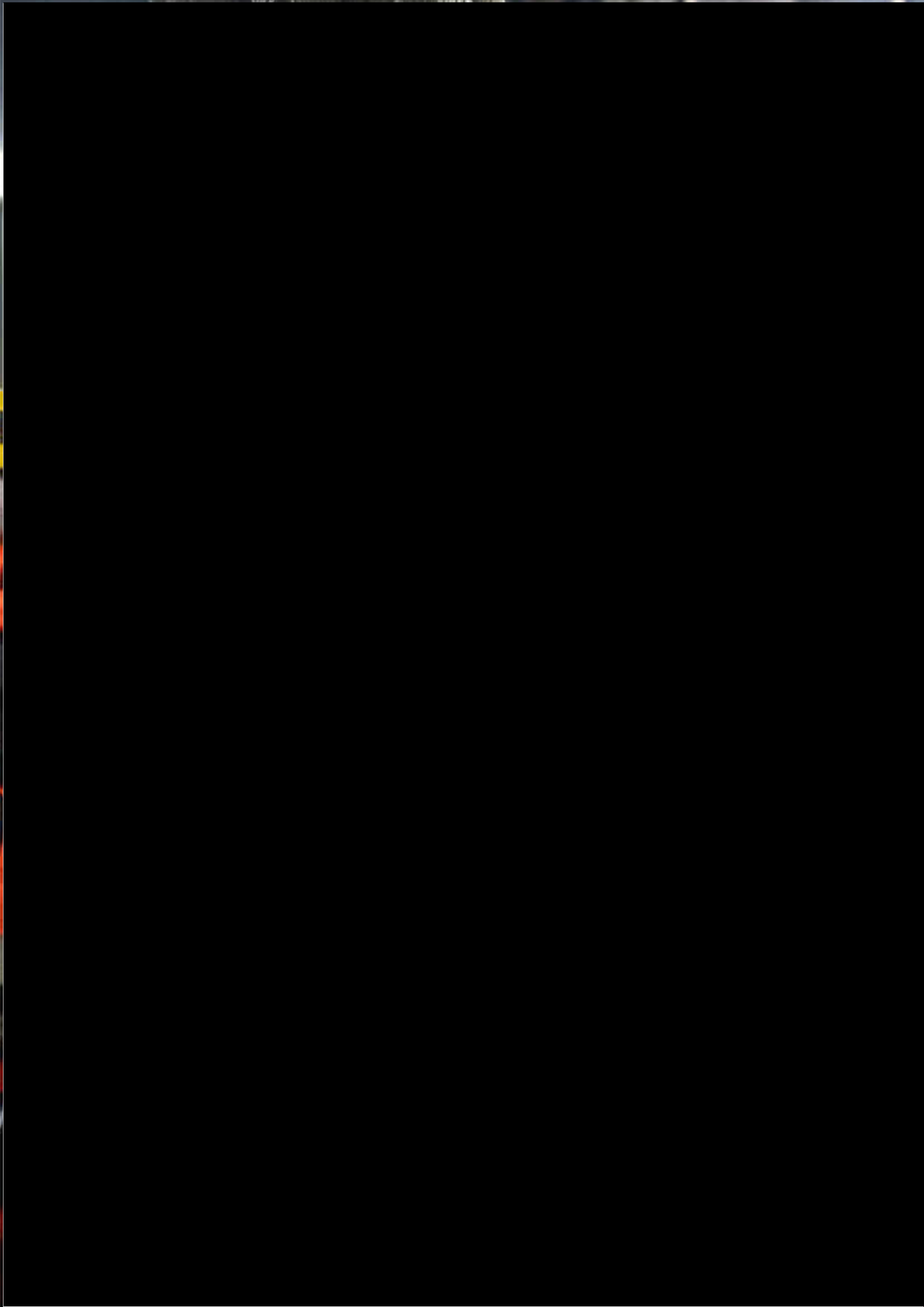
Next, the document addresses the challenges of data management in a rapidly changing environment. It suggests that businesses should invest in reliable software solutions to streamline their operations and reduce the risk of human error. The importance of regular backups and secure storage is also mentioned.

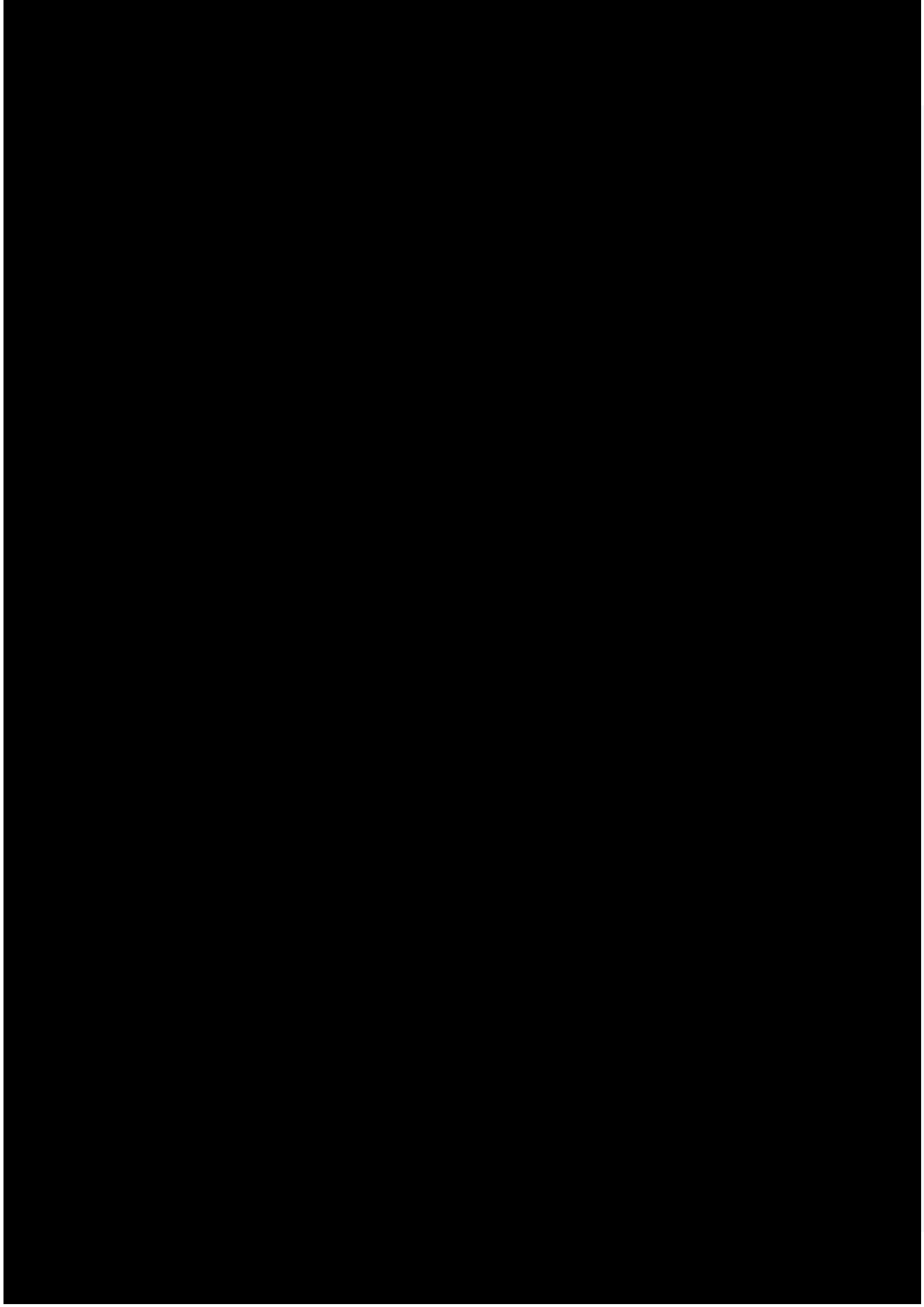
The third section focuses on the role of technology in modern business. It explores how digital tools can enhance productivity and communication within an organization. The text notes that while technology offers many benefits, it also requires ongoing training and support for employees.

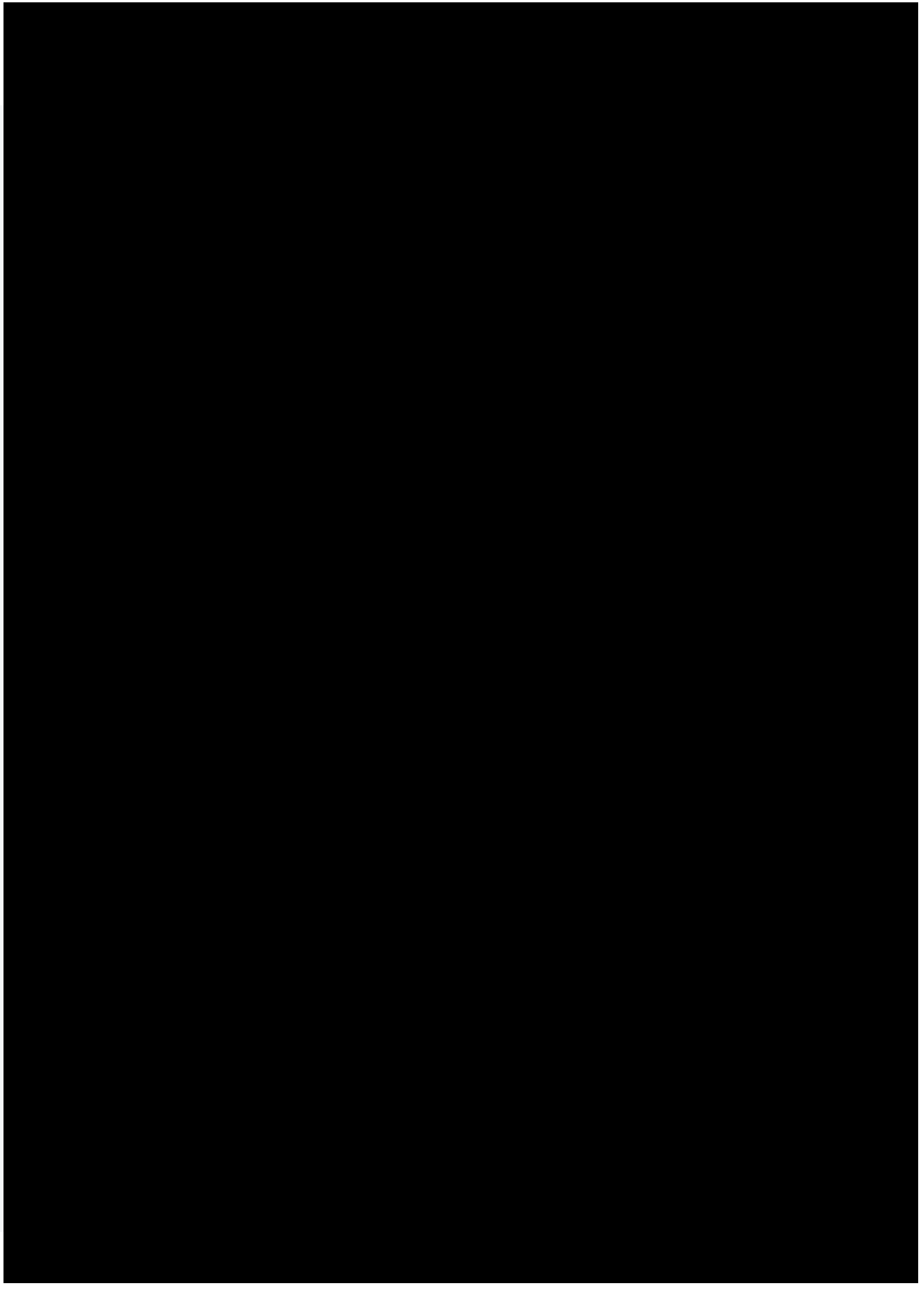
Finally, the document concludes by discussing the future of business operations. It predicts that automation and artificial intelligence will continue to play a significant role in the years ahead. Businesses are encouraged to stay informed about the latest trends and adapt their strategies accordingly.



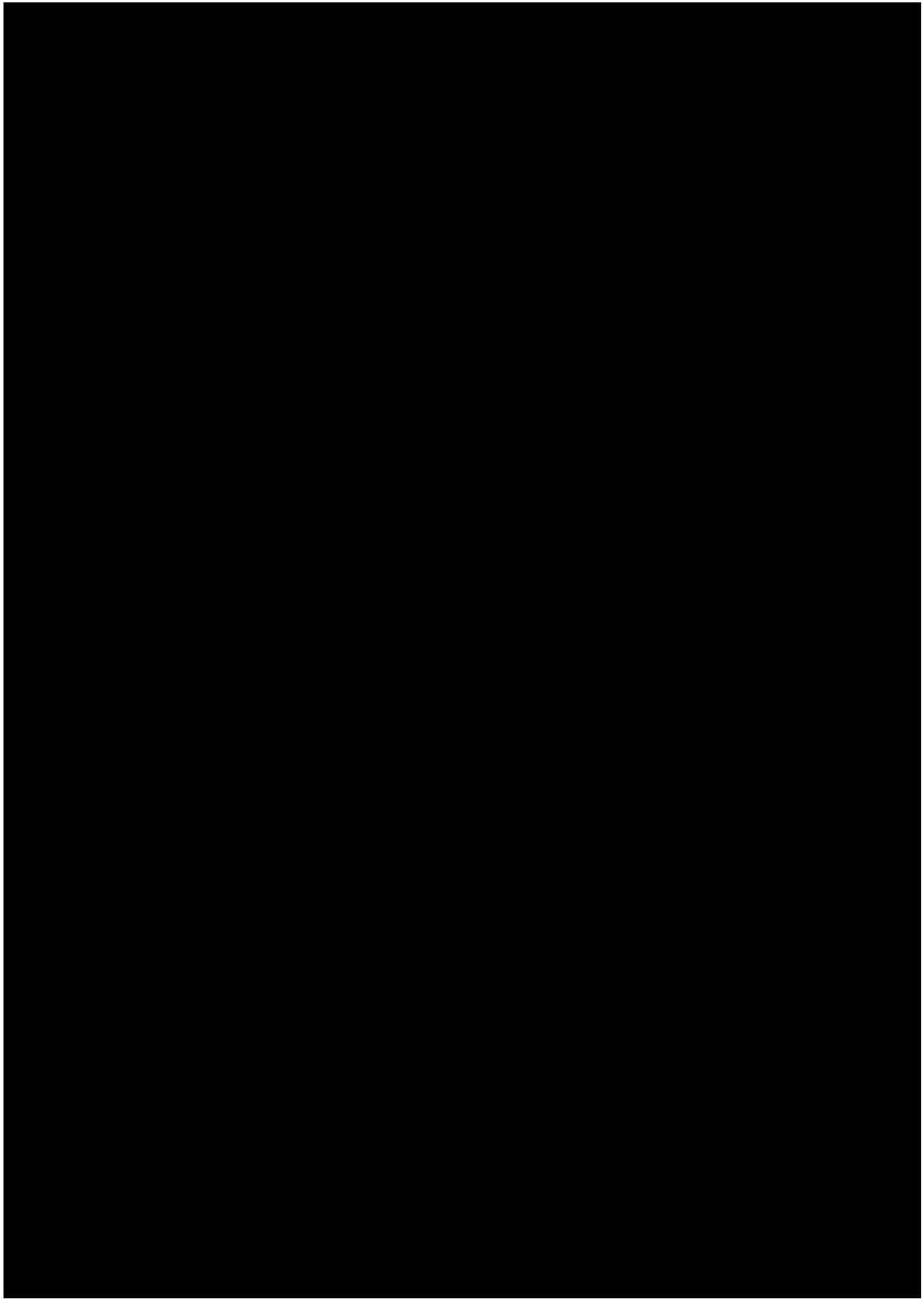


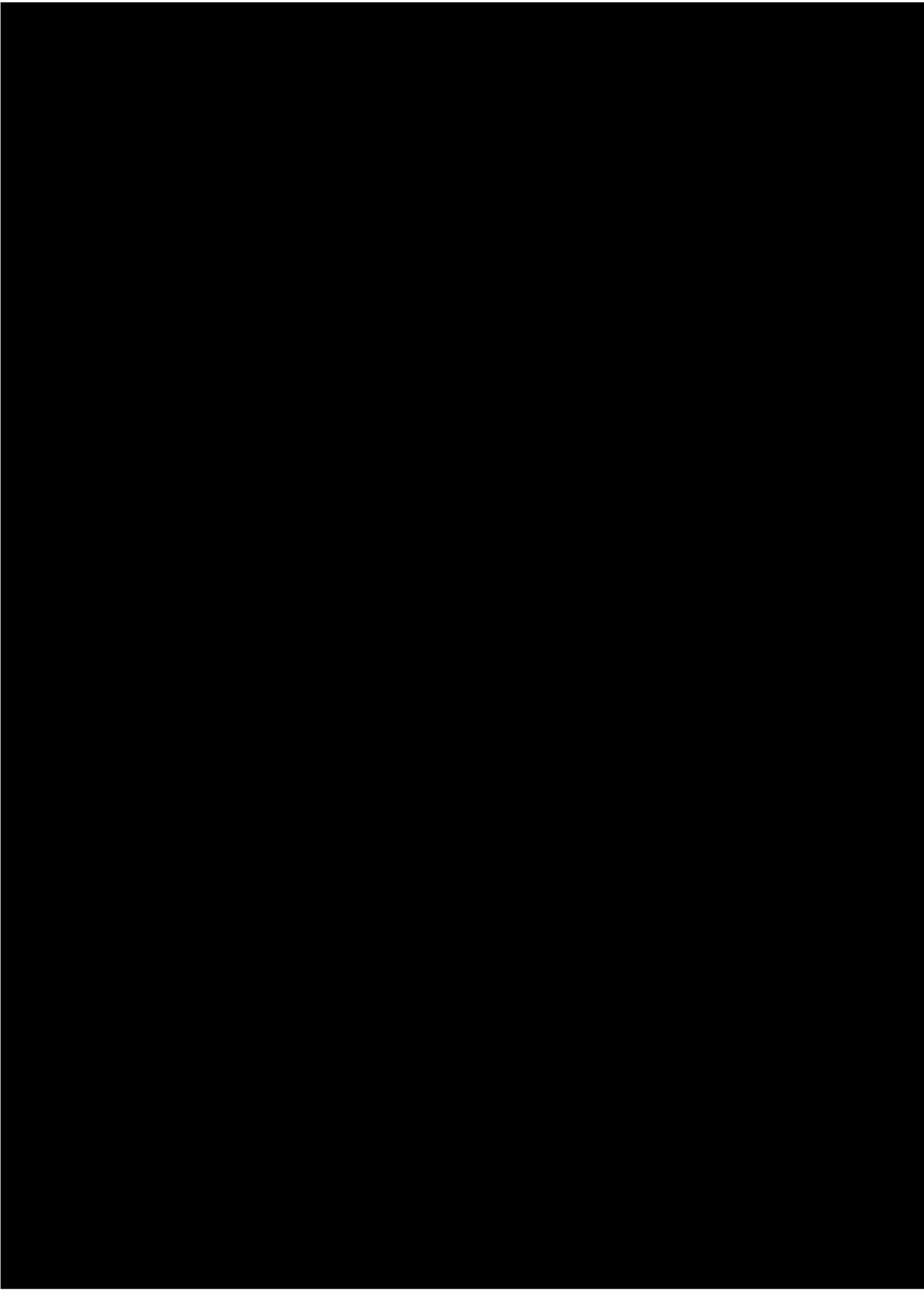


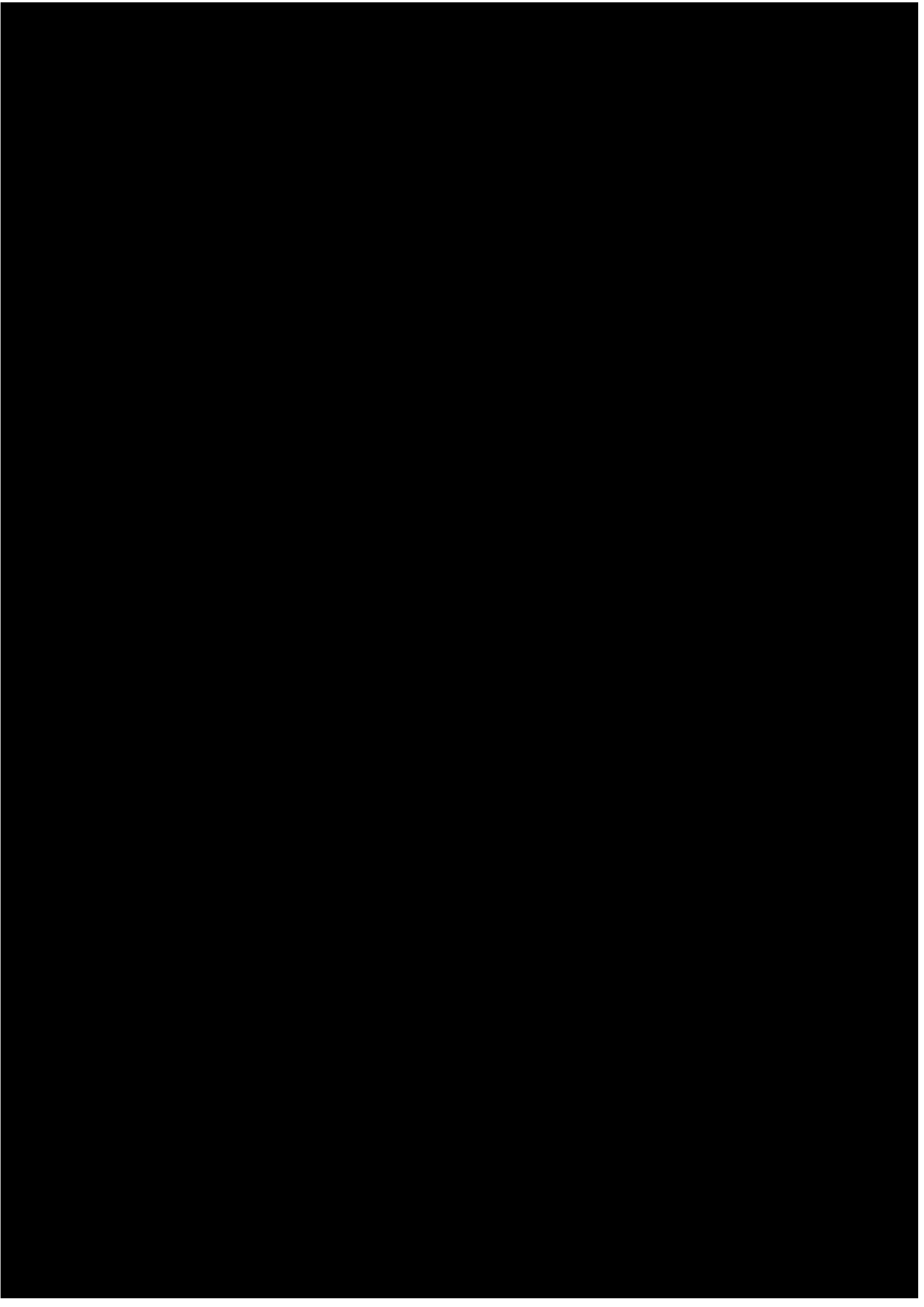


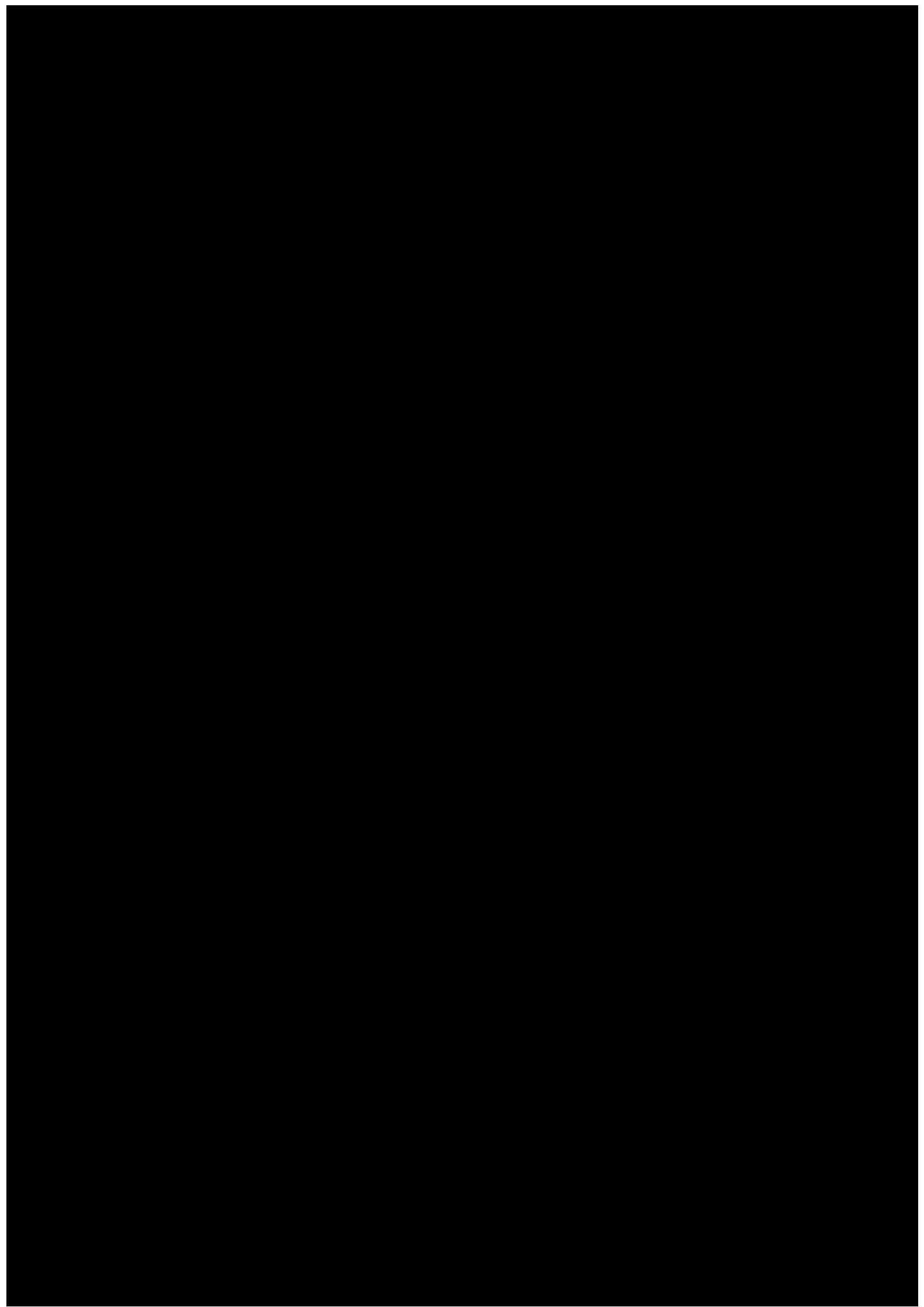


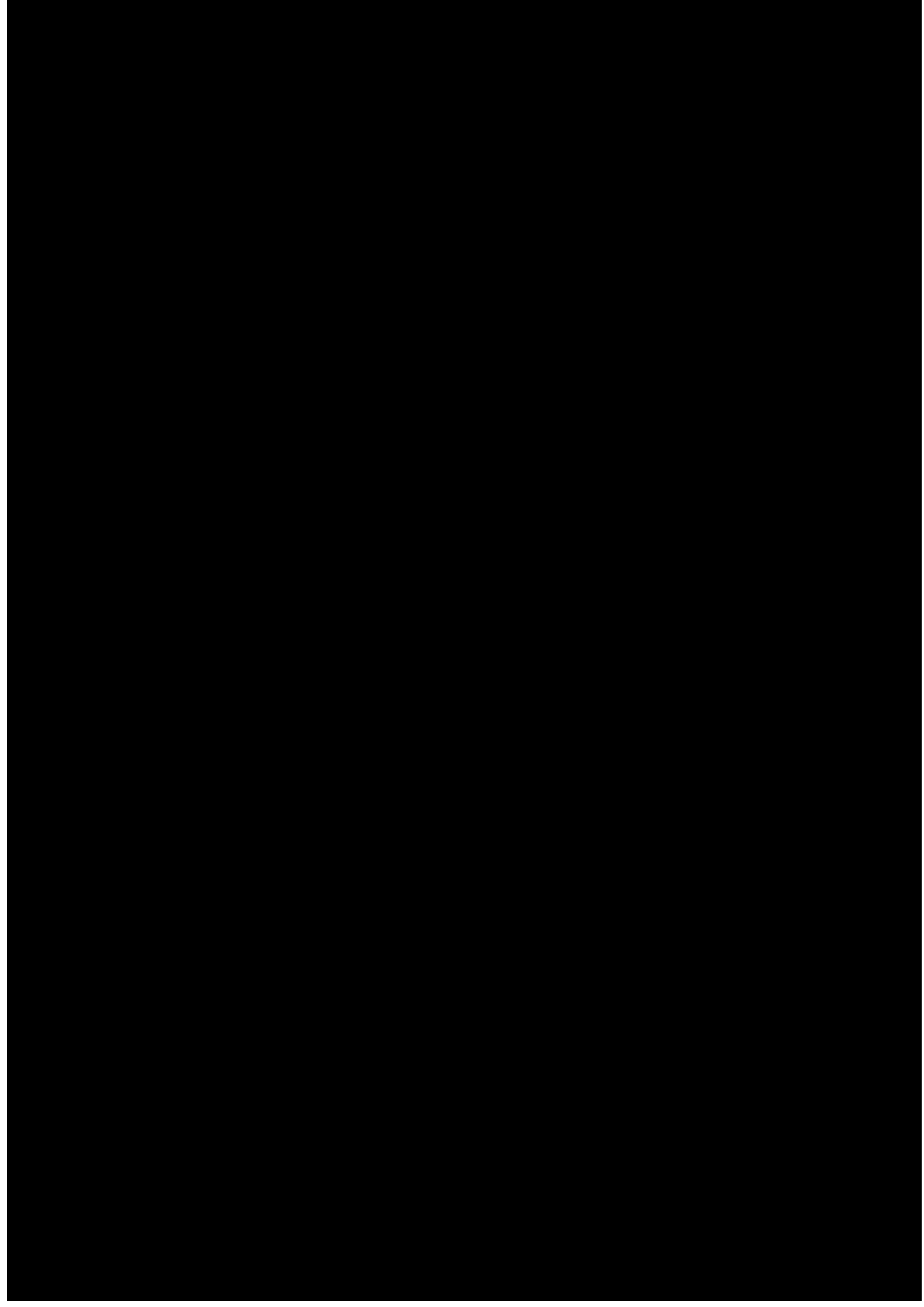


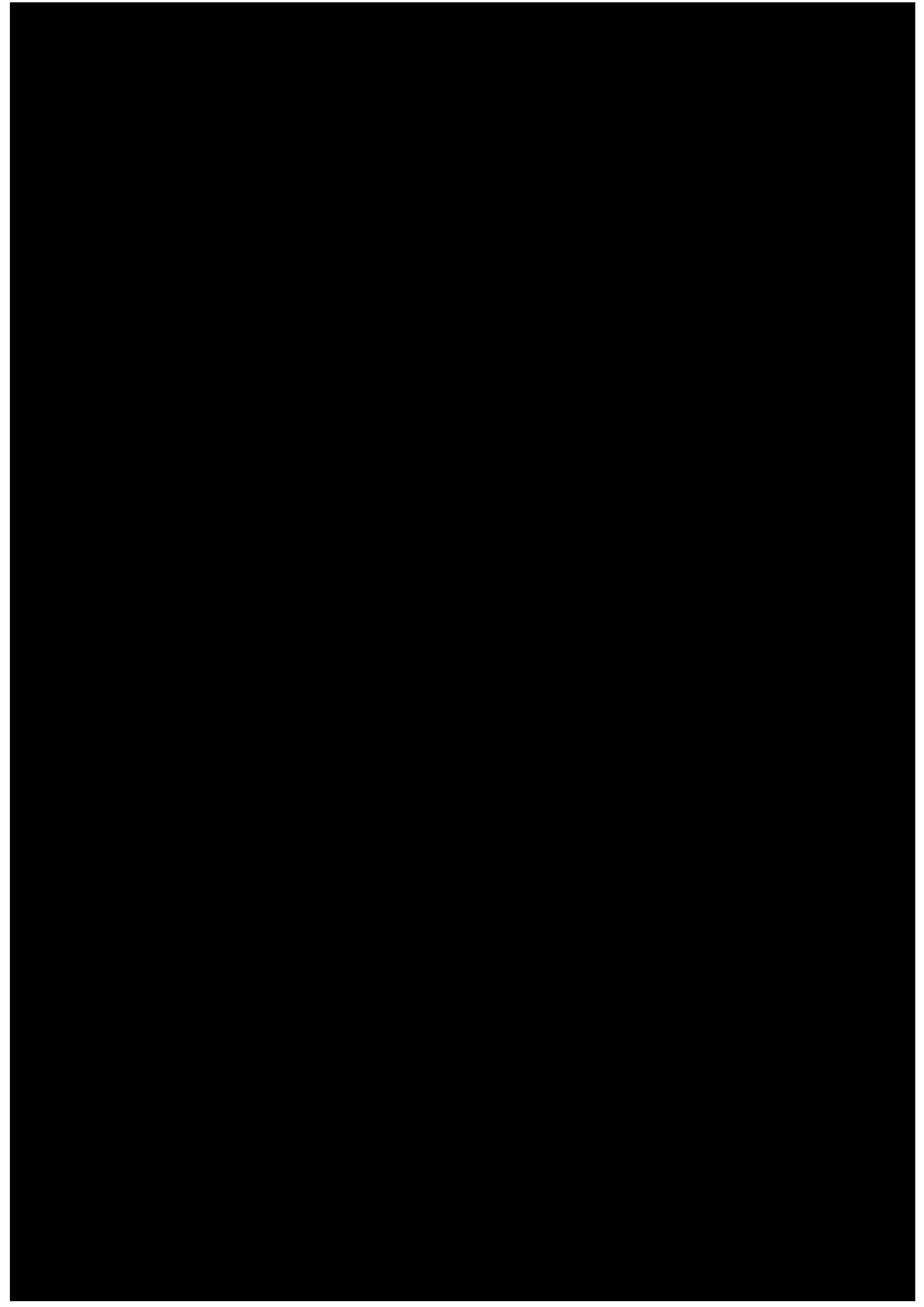


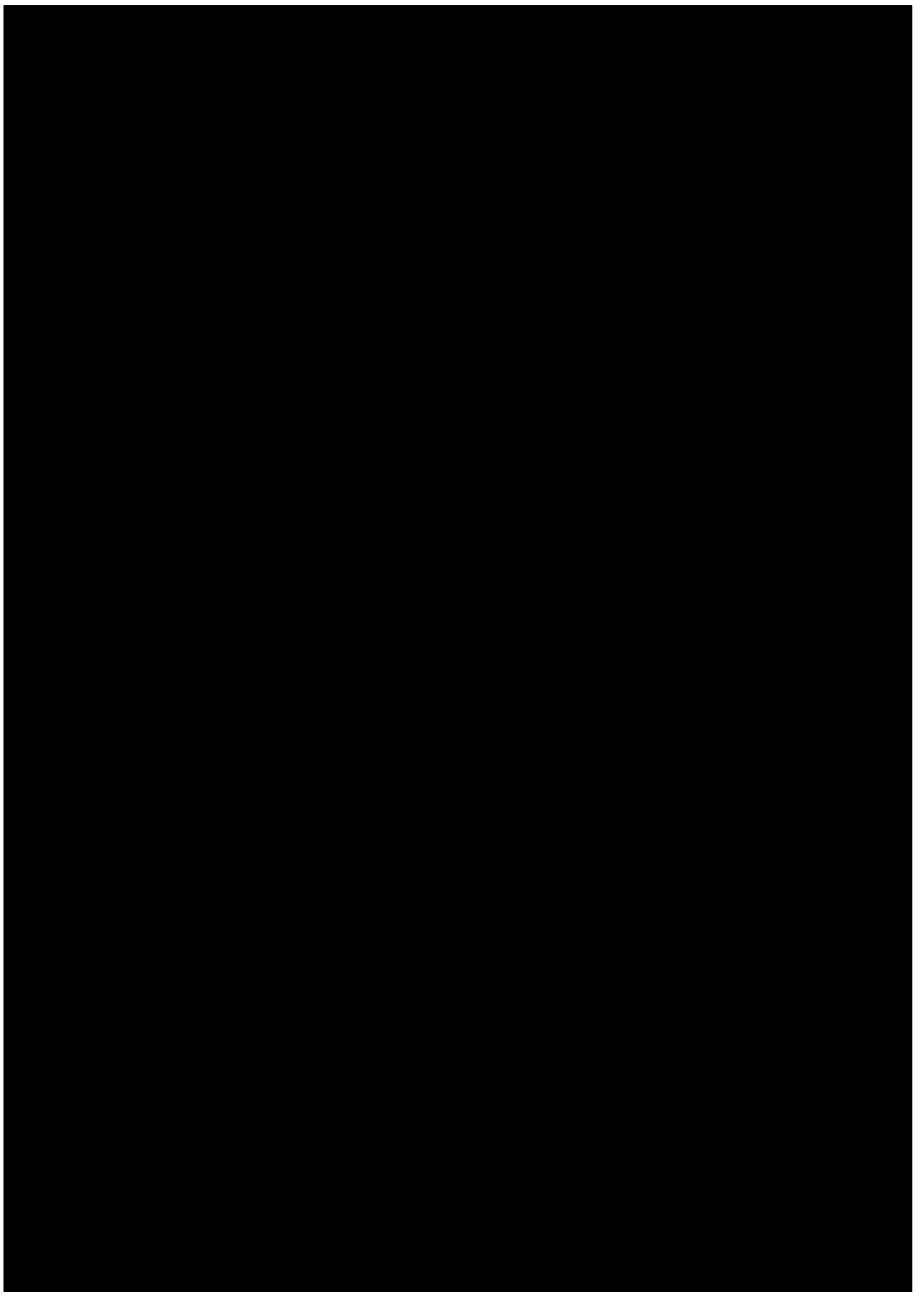


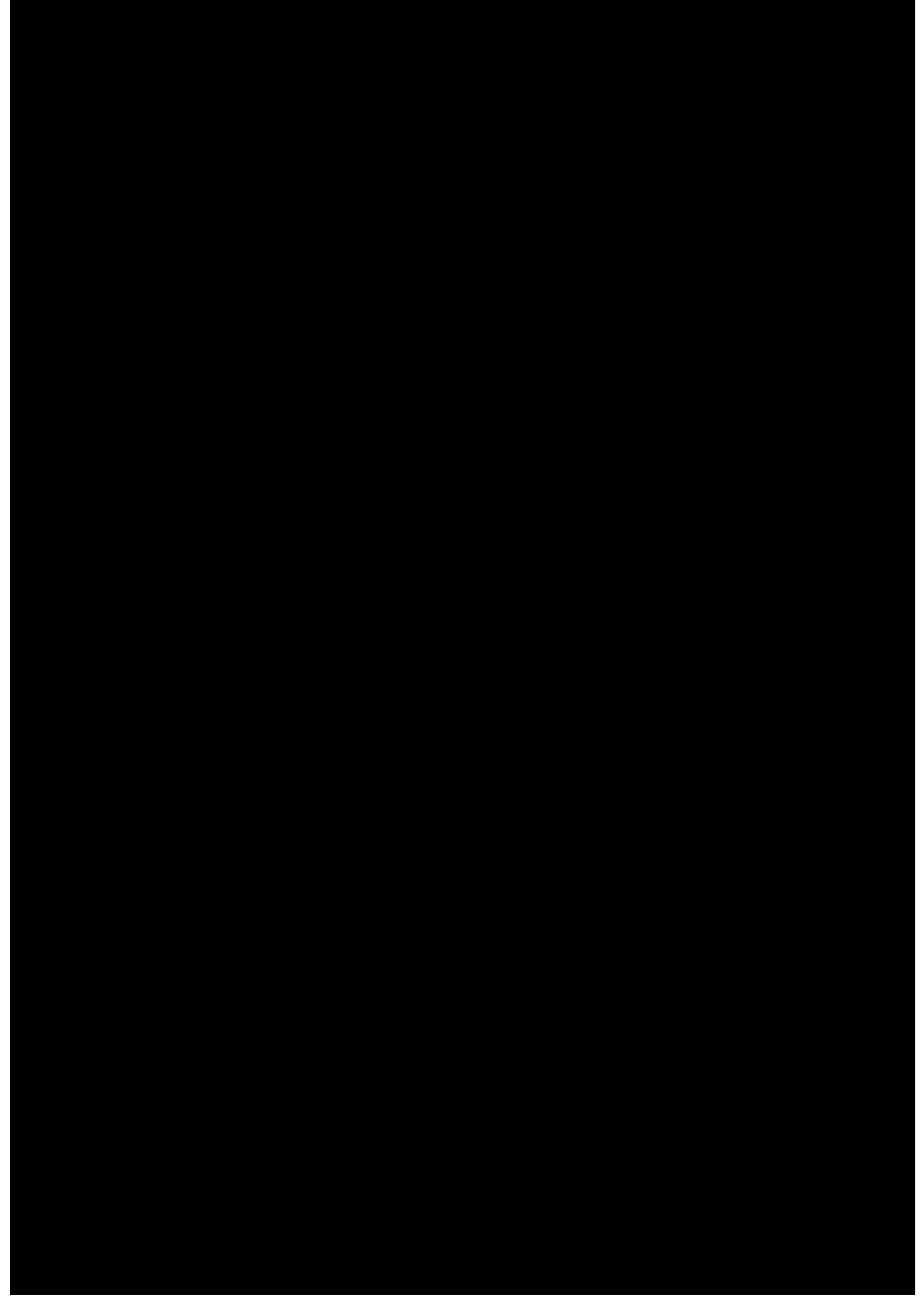




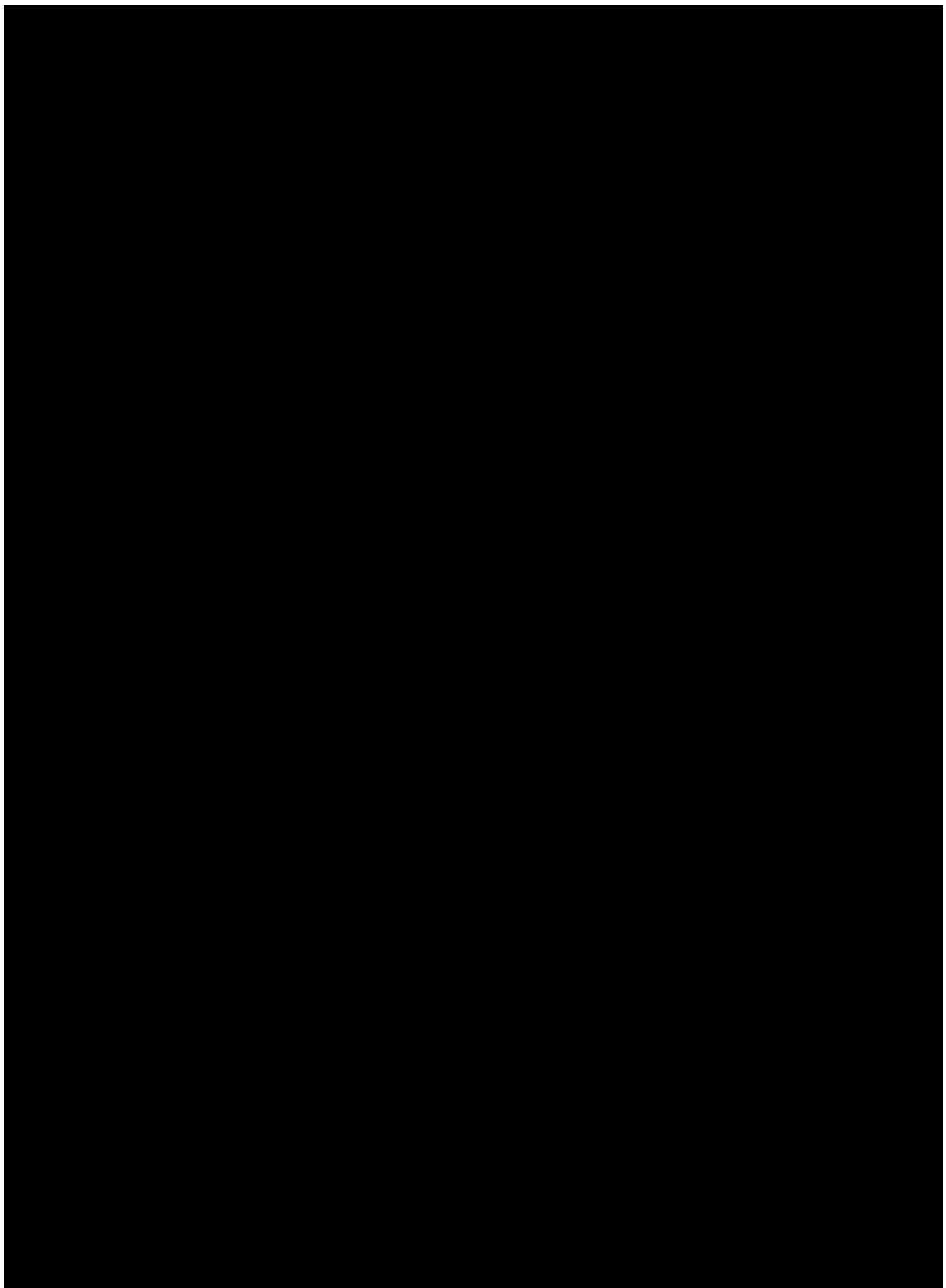


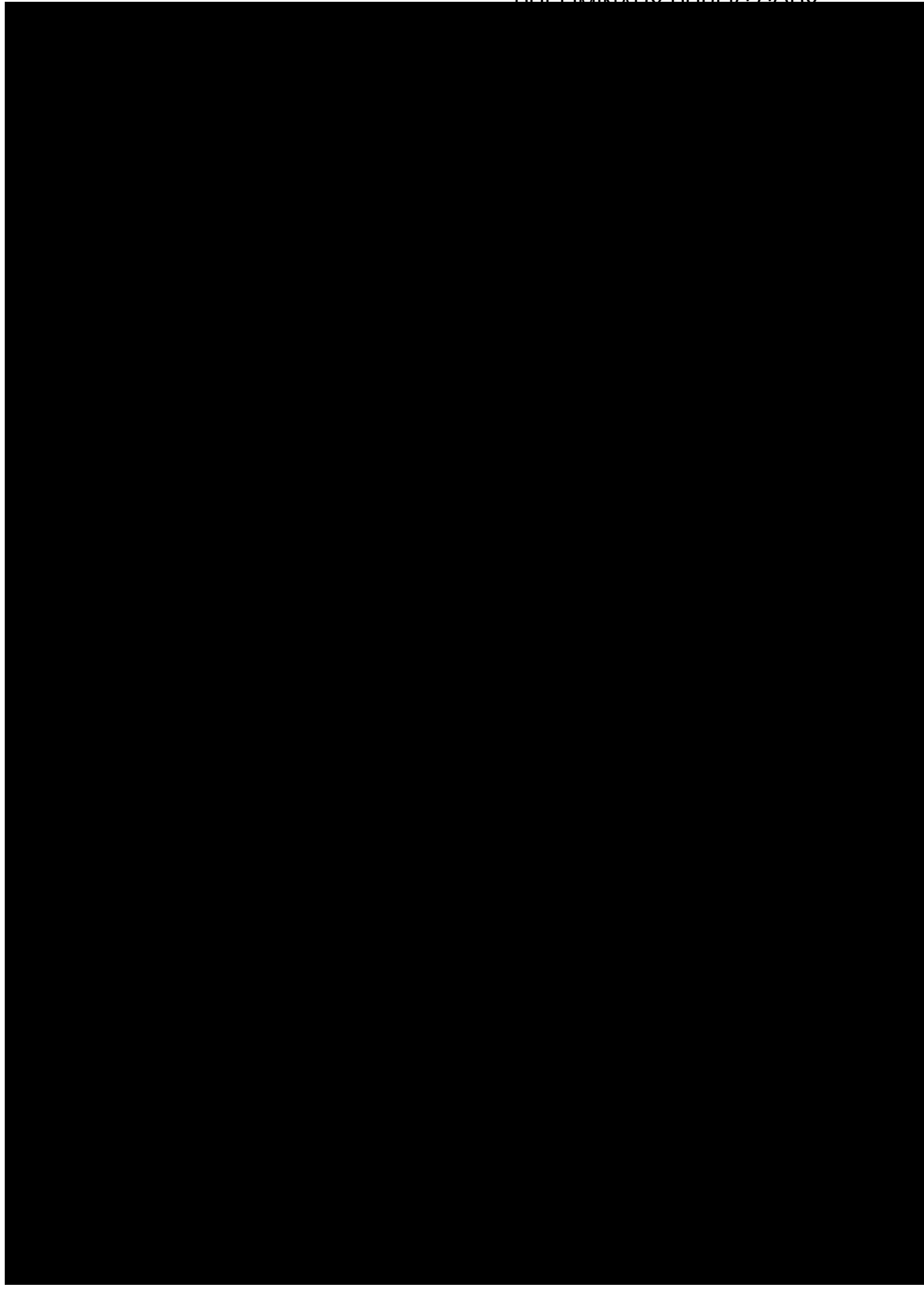


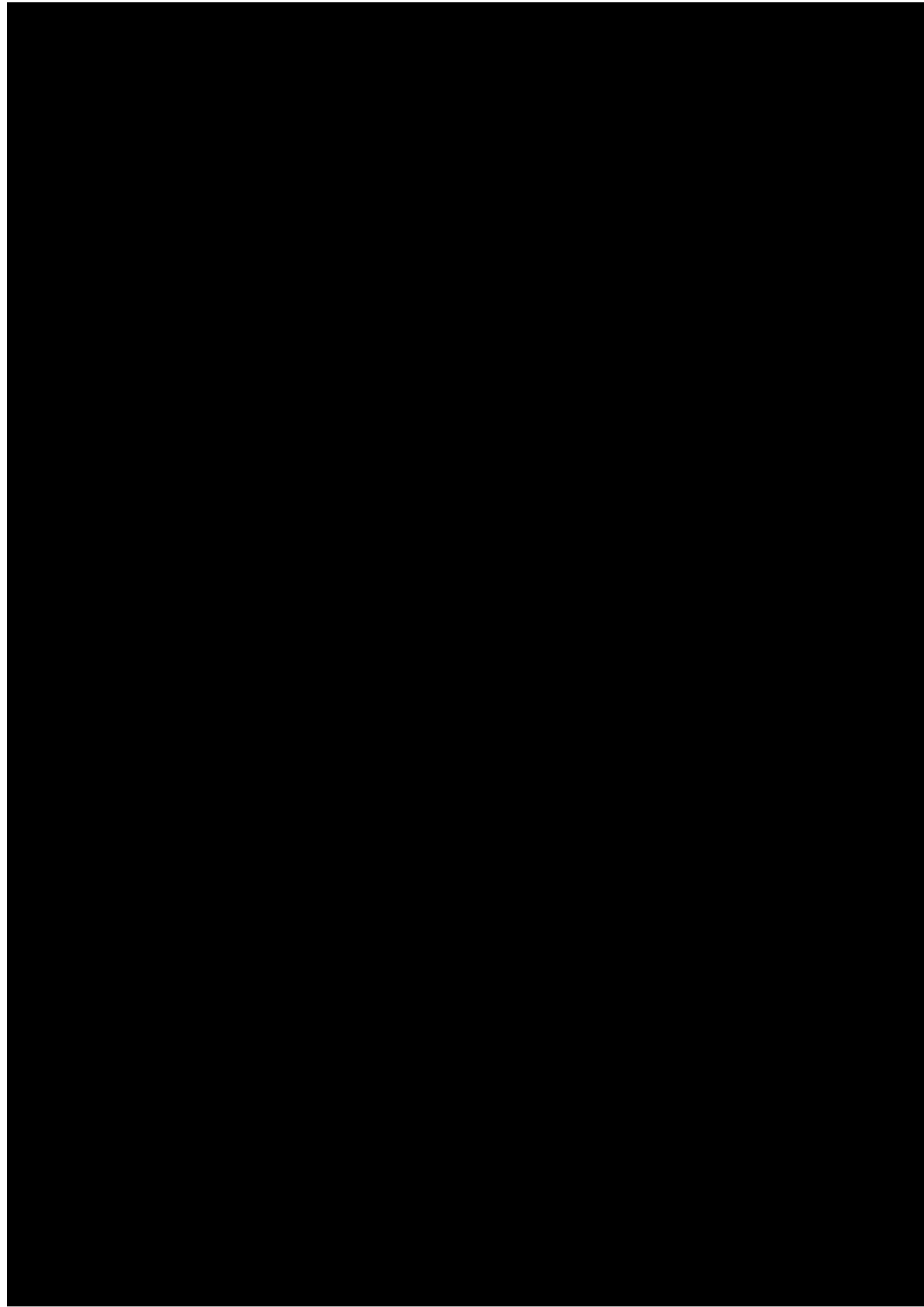


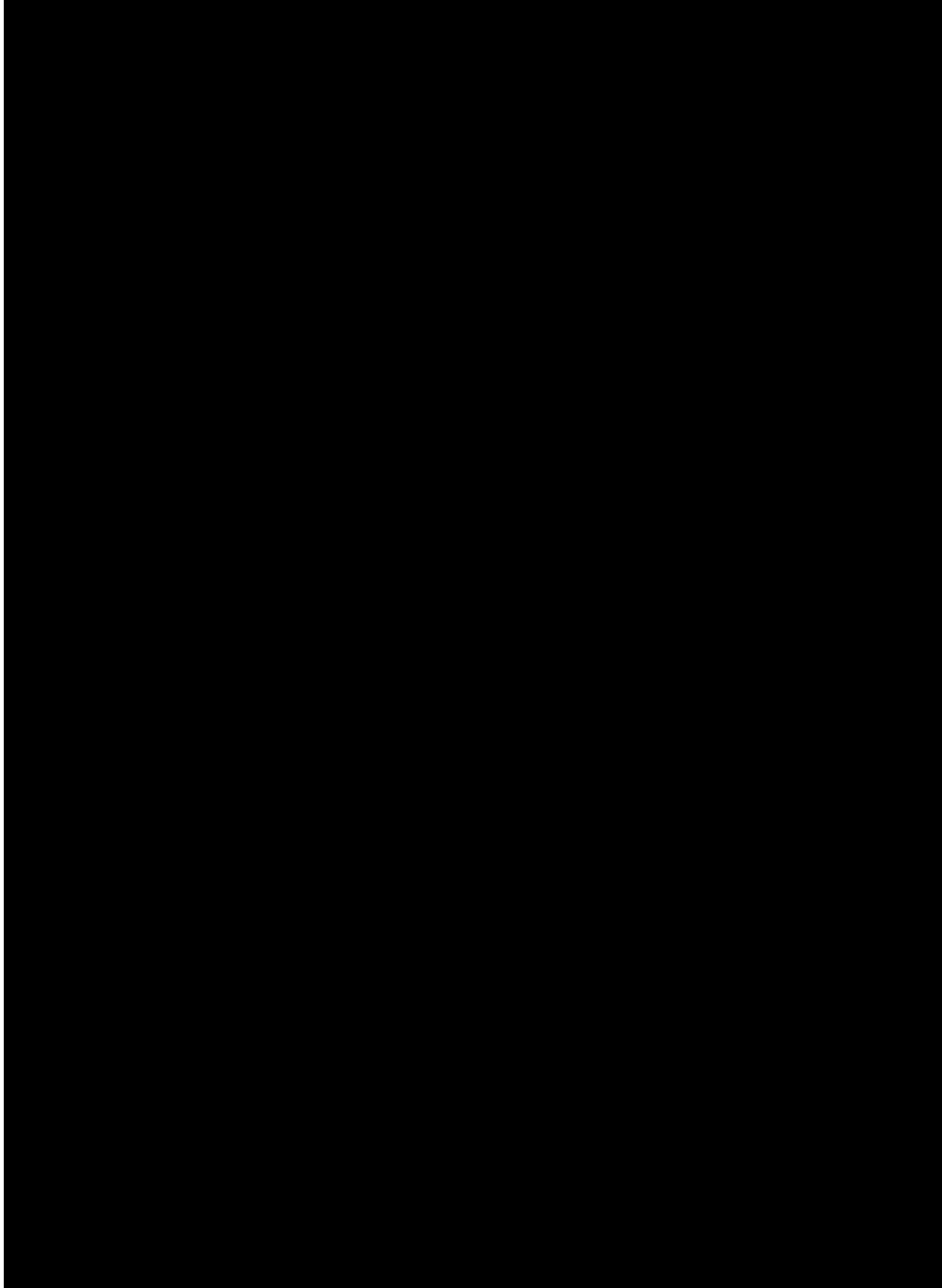


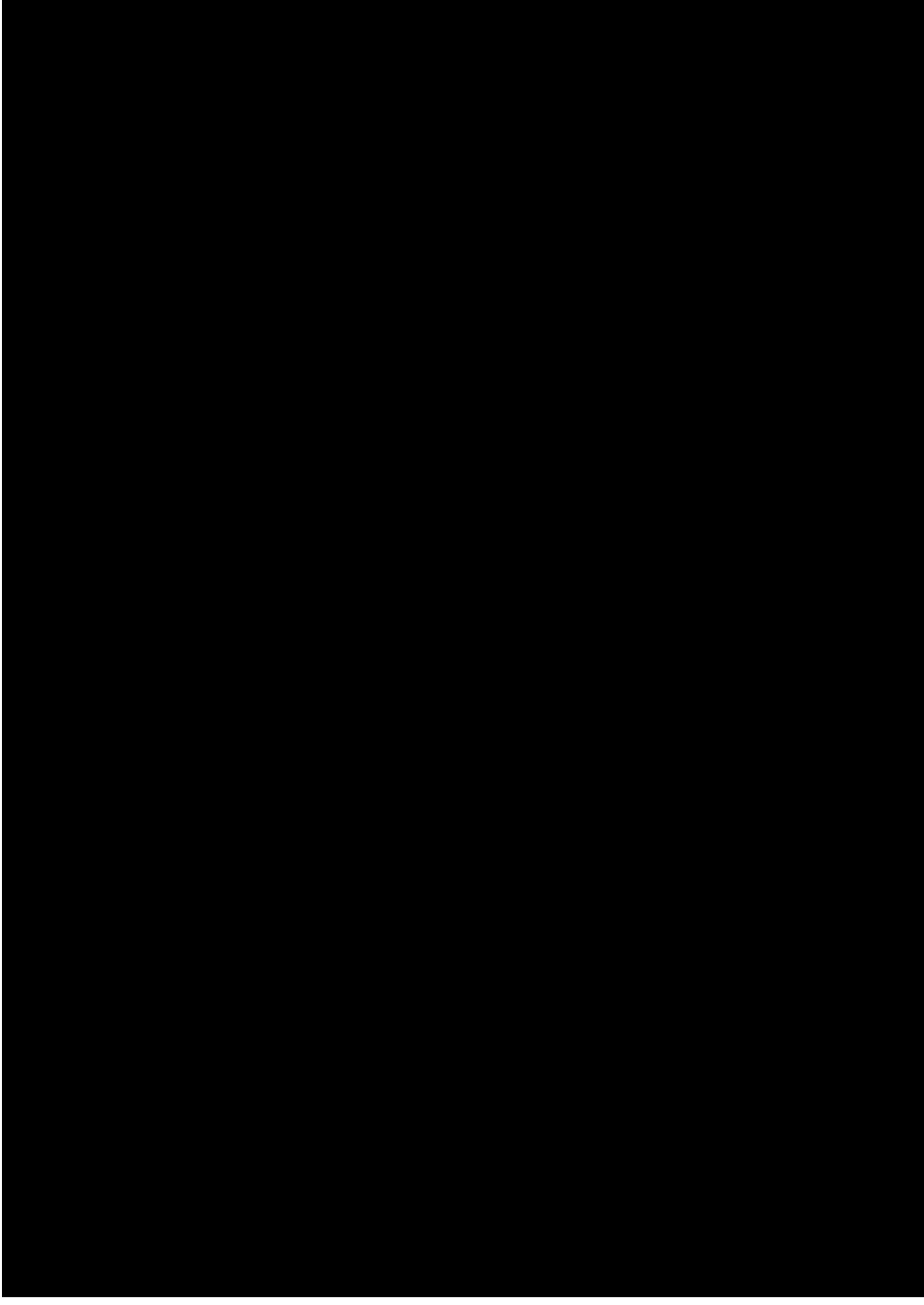


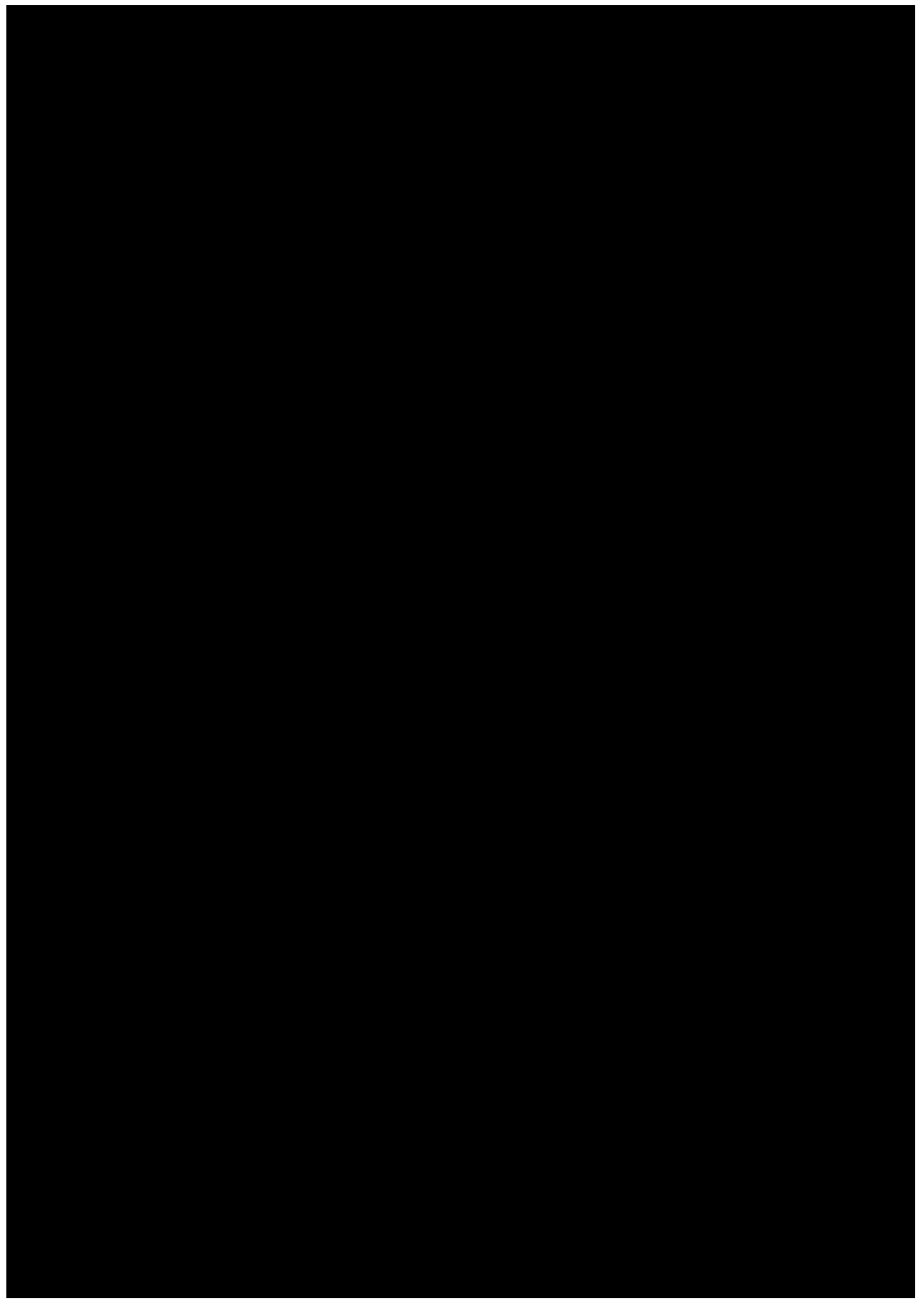












...the first of these is the fact that the ...  
 ...the second is the fact that the ...  
 ...the third is the fact that the ...

...the fourth is the fact that the ...  
 ...the fifth is the fact that the ...  
 ...the sixth is the fact that the ...

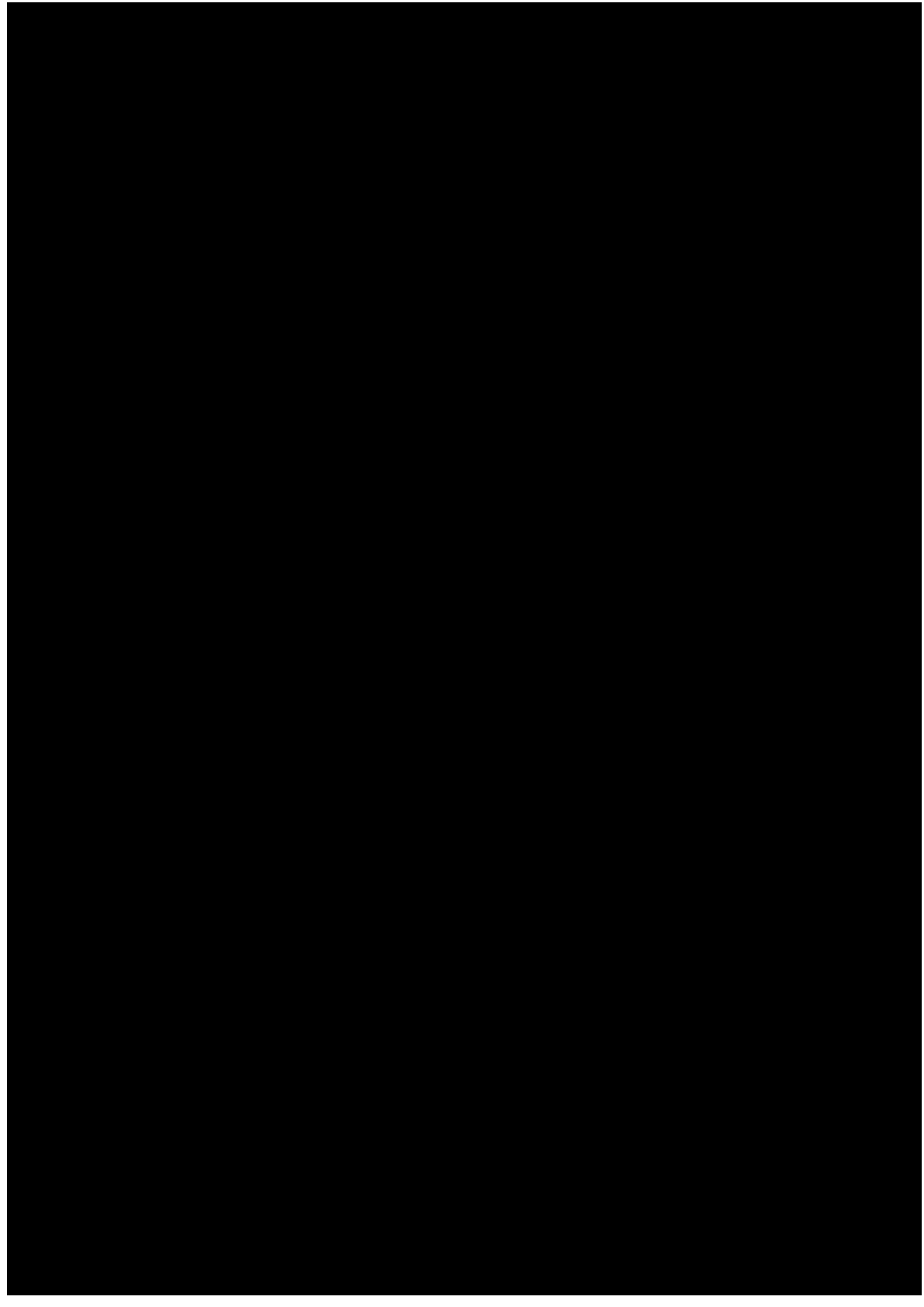
...the seventh is the fact that the ...  
 ...the eighth is the fact that the ...  
 ...the ninth is the fact that the ...

...the tenth is the fact that the ...  
 ...the eleventh is the fact that the ...  
 ...the twelfth is the fact that the ...

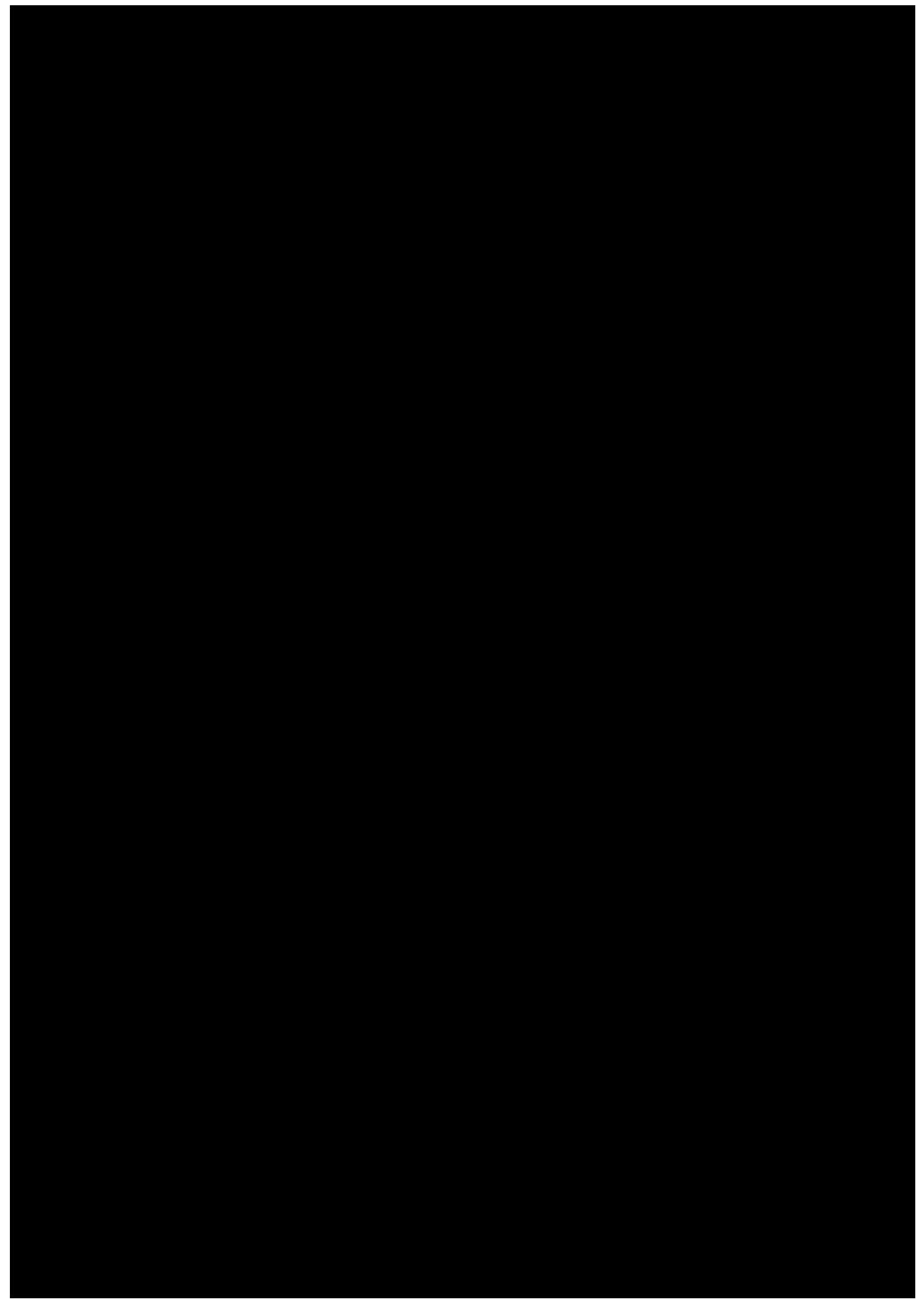
...the thirteenth is the fact that the ...  
 ...the fourteenth is the fact that the ...  
 ...the fifteenth is the fact that the ...

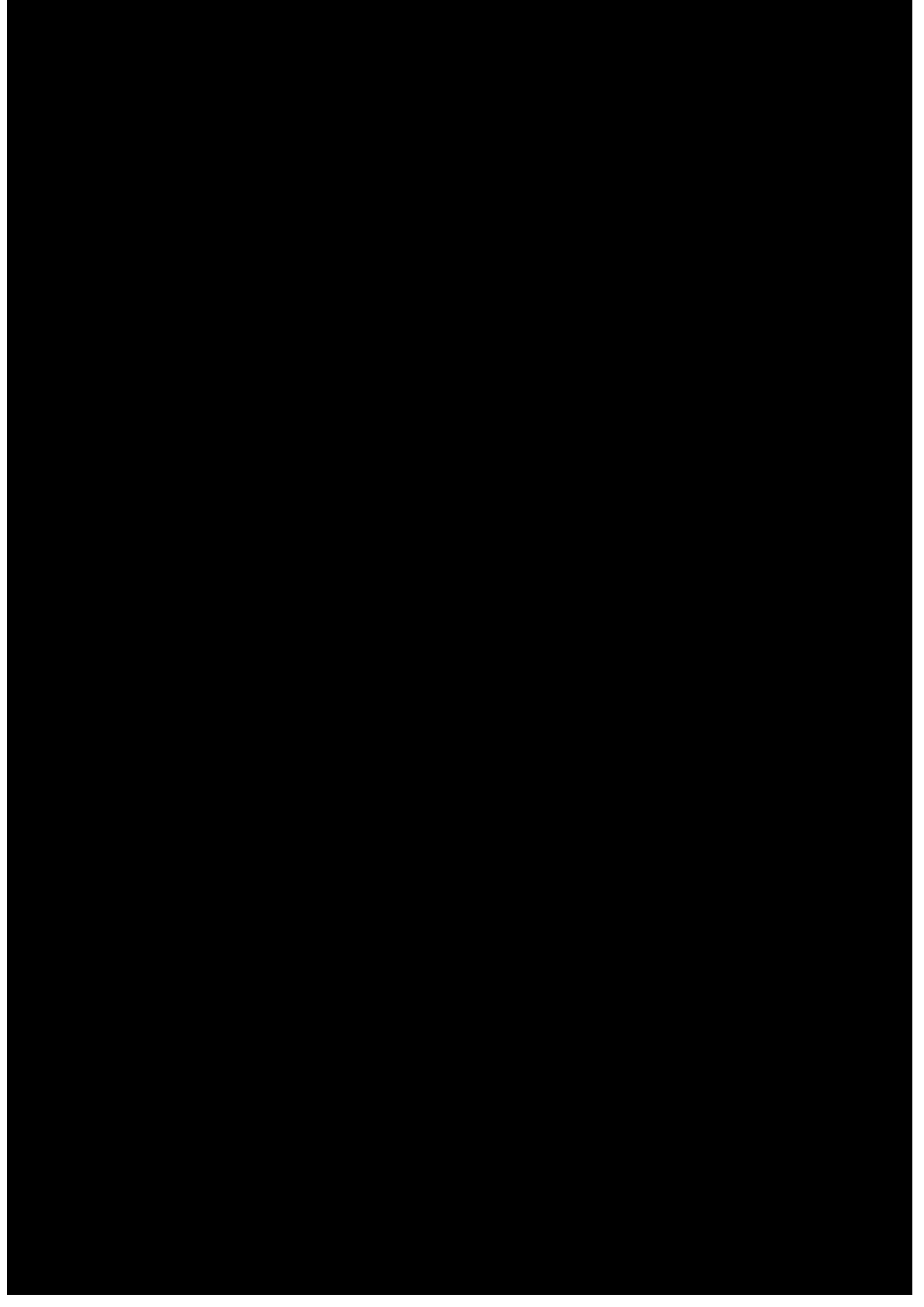
...the sixteenth is the fact that the ...  
 ...the seventeenth is the fact that the ...  
 ...the eighteenth is the fact that the ...

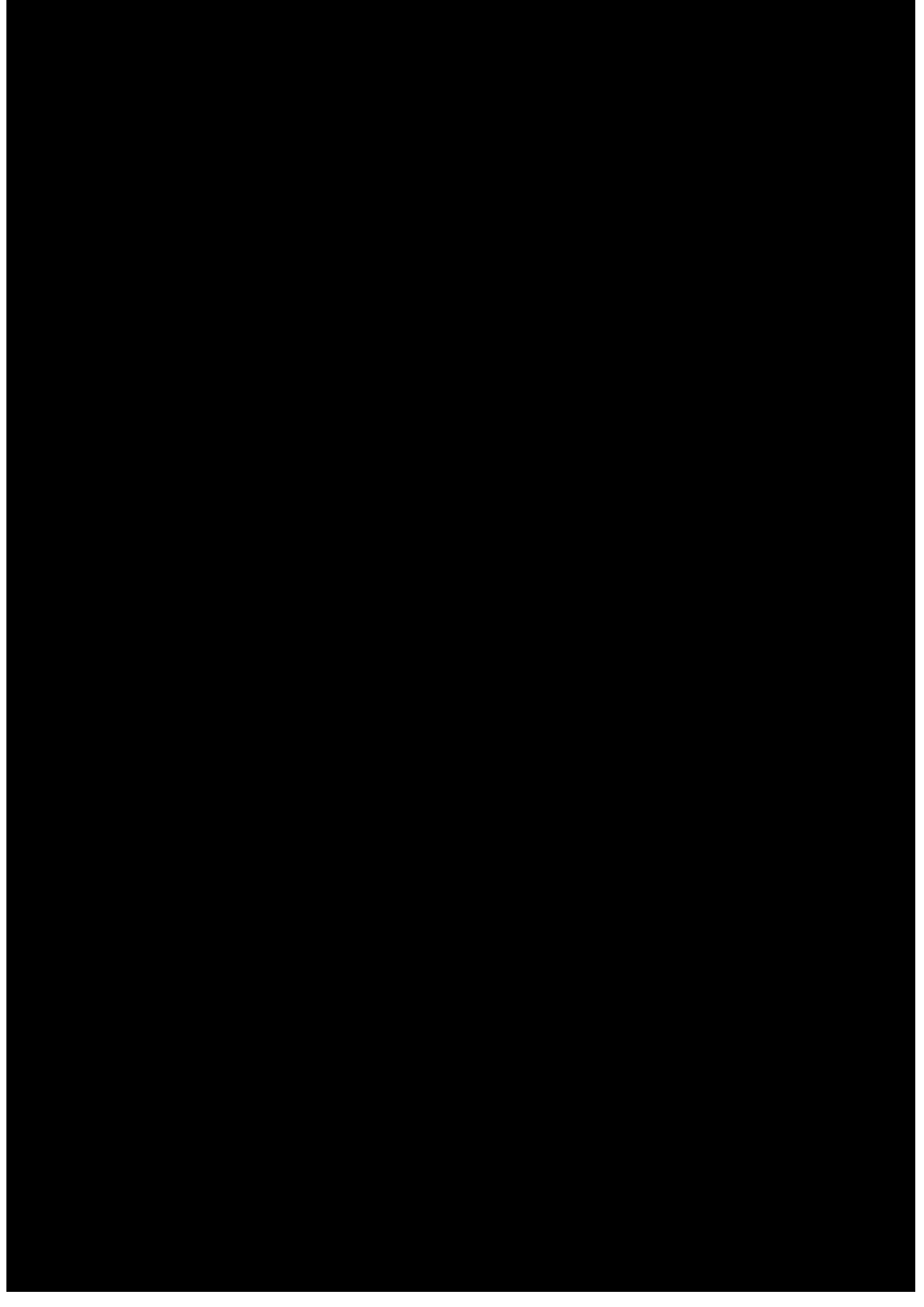
...the nineteenth is the fact that the ...  
 ...the twentieth is the fact that the ...

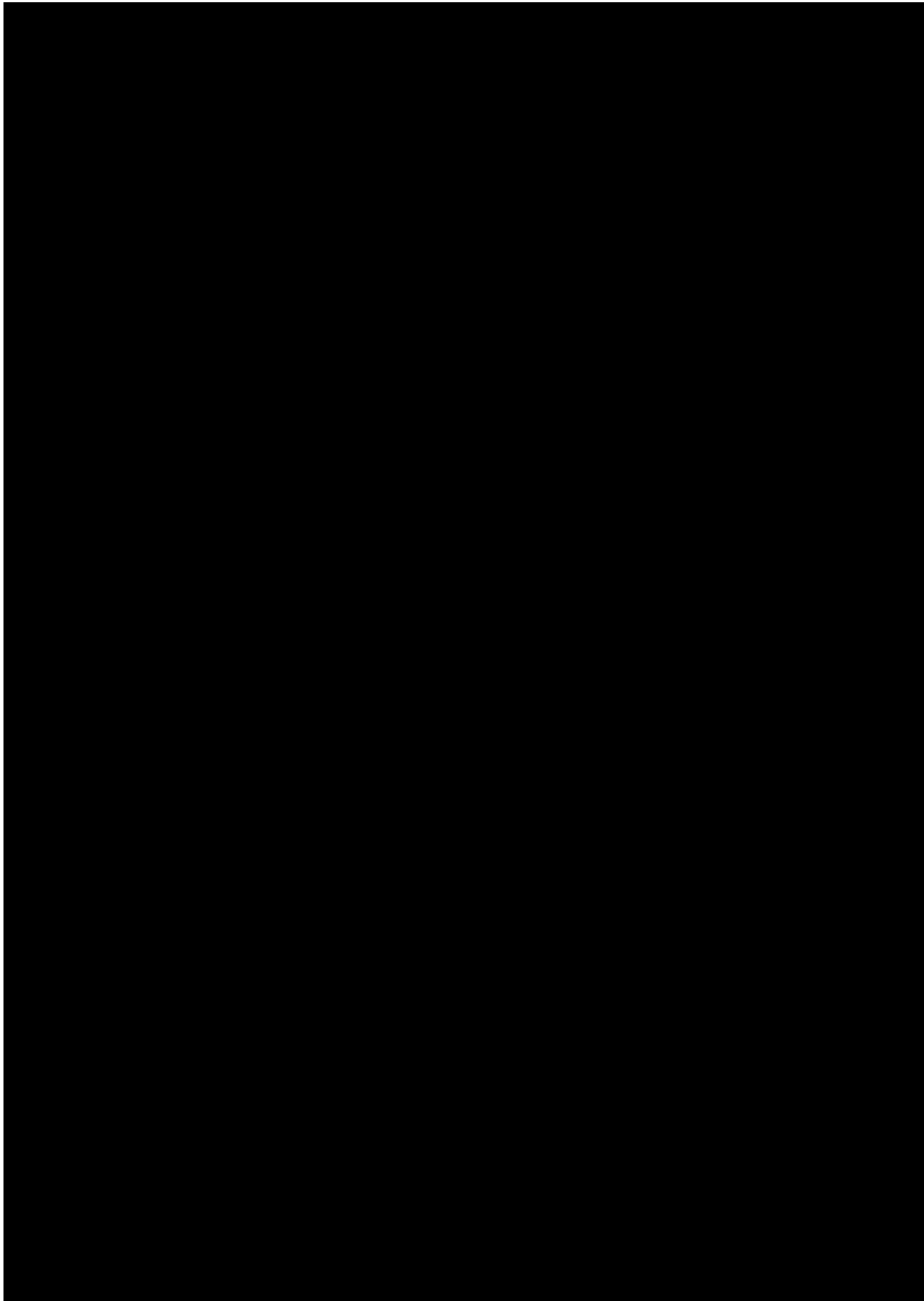


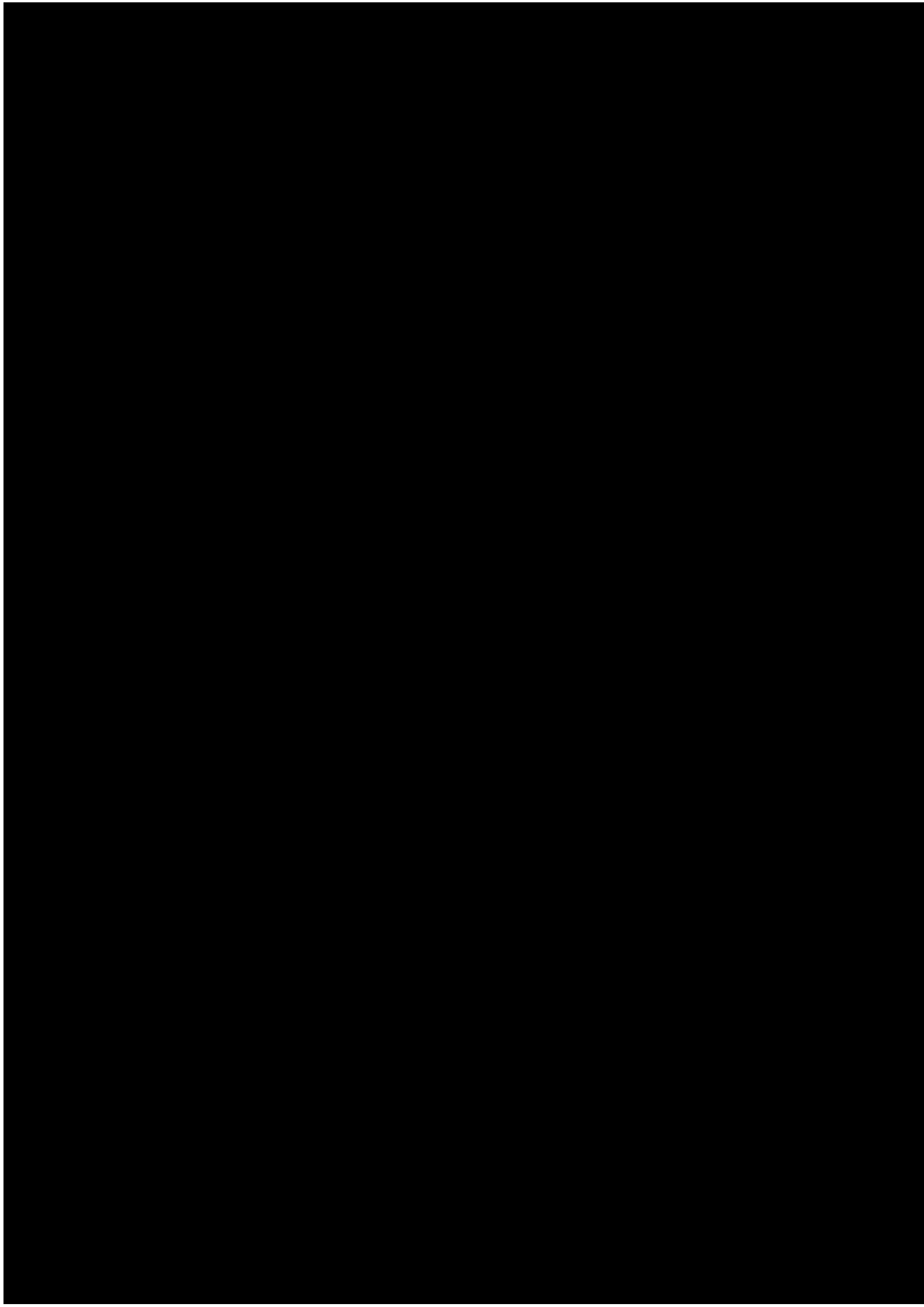


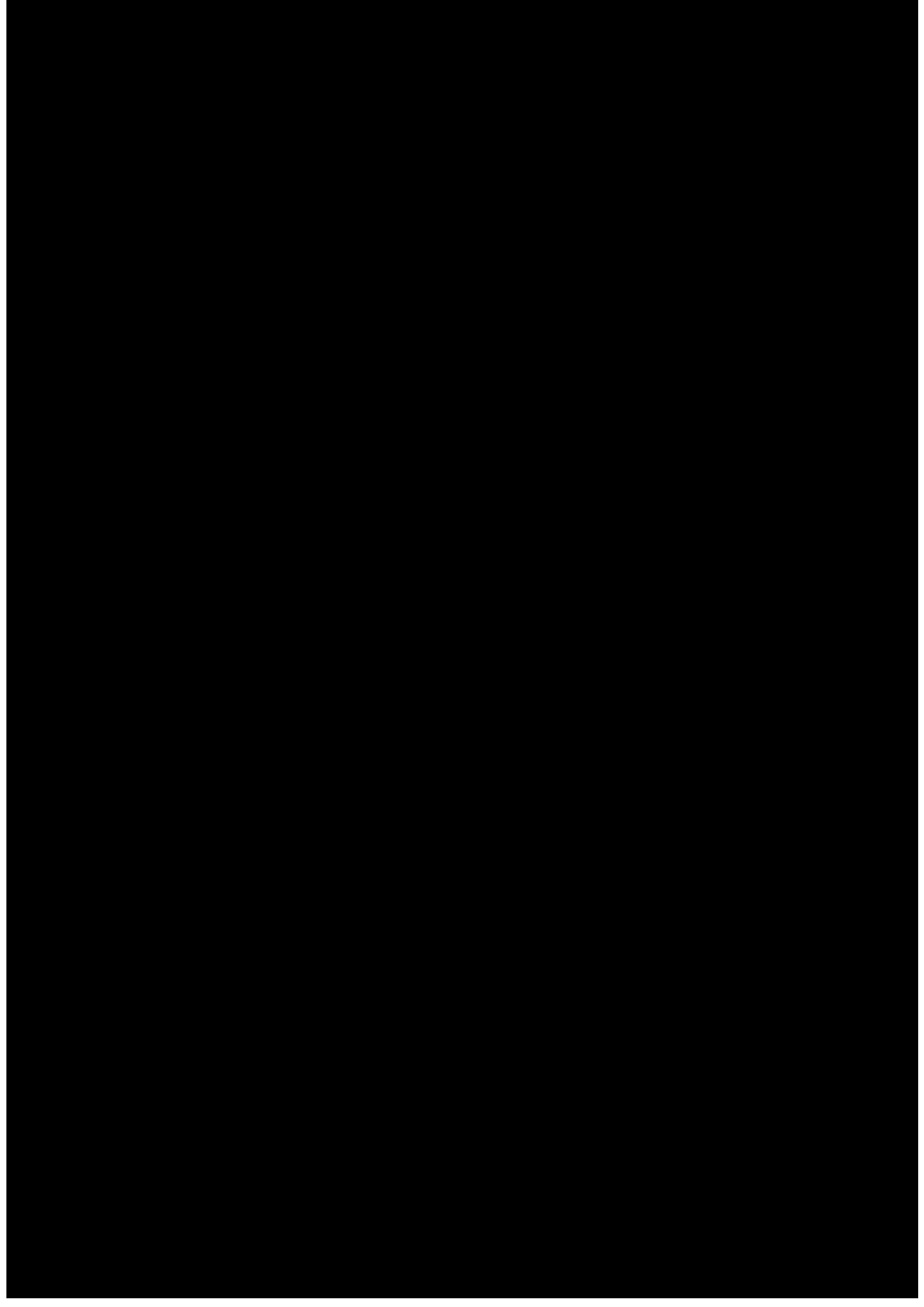


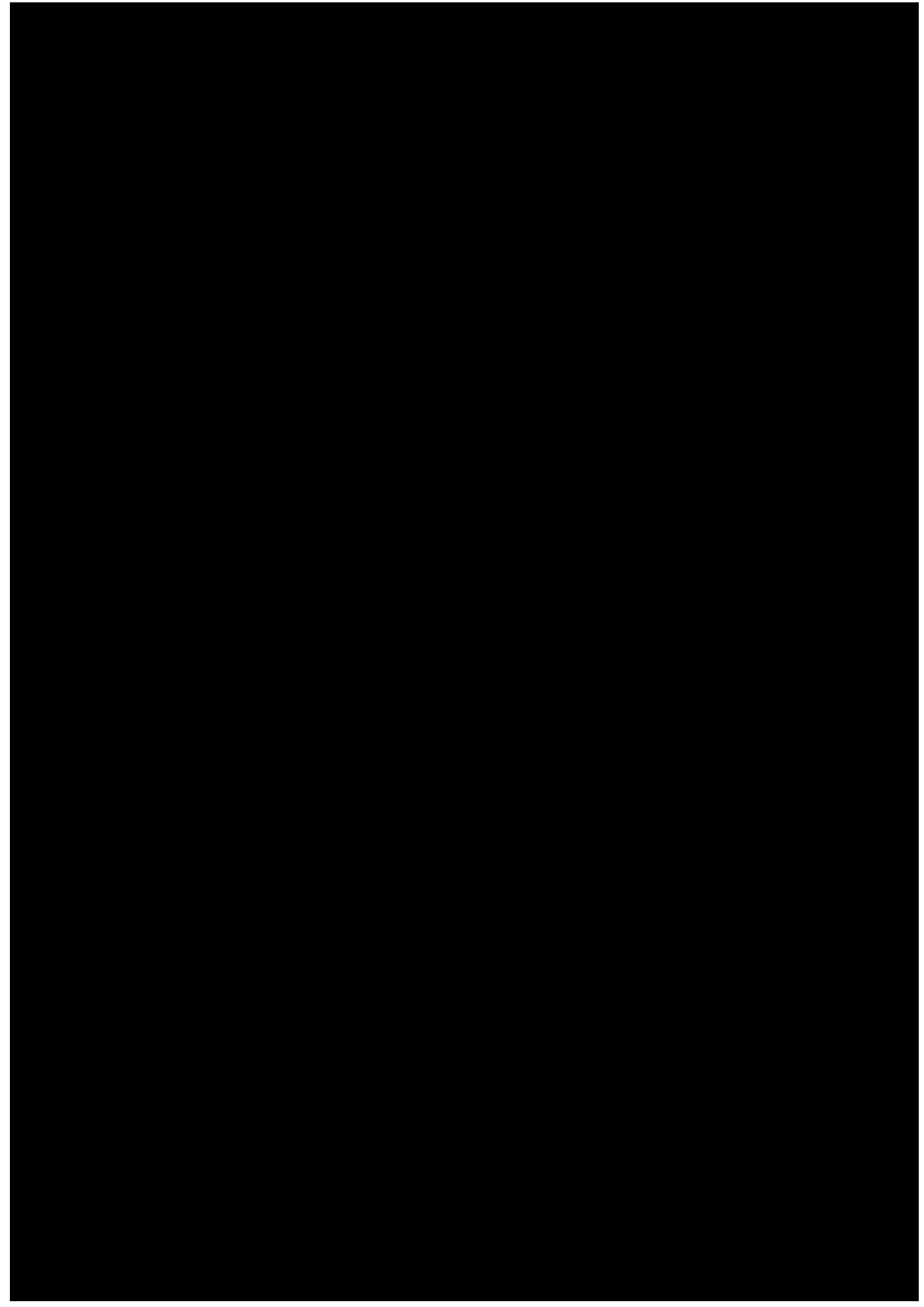


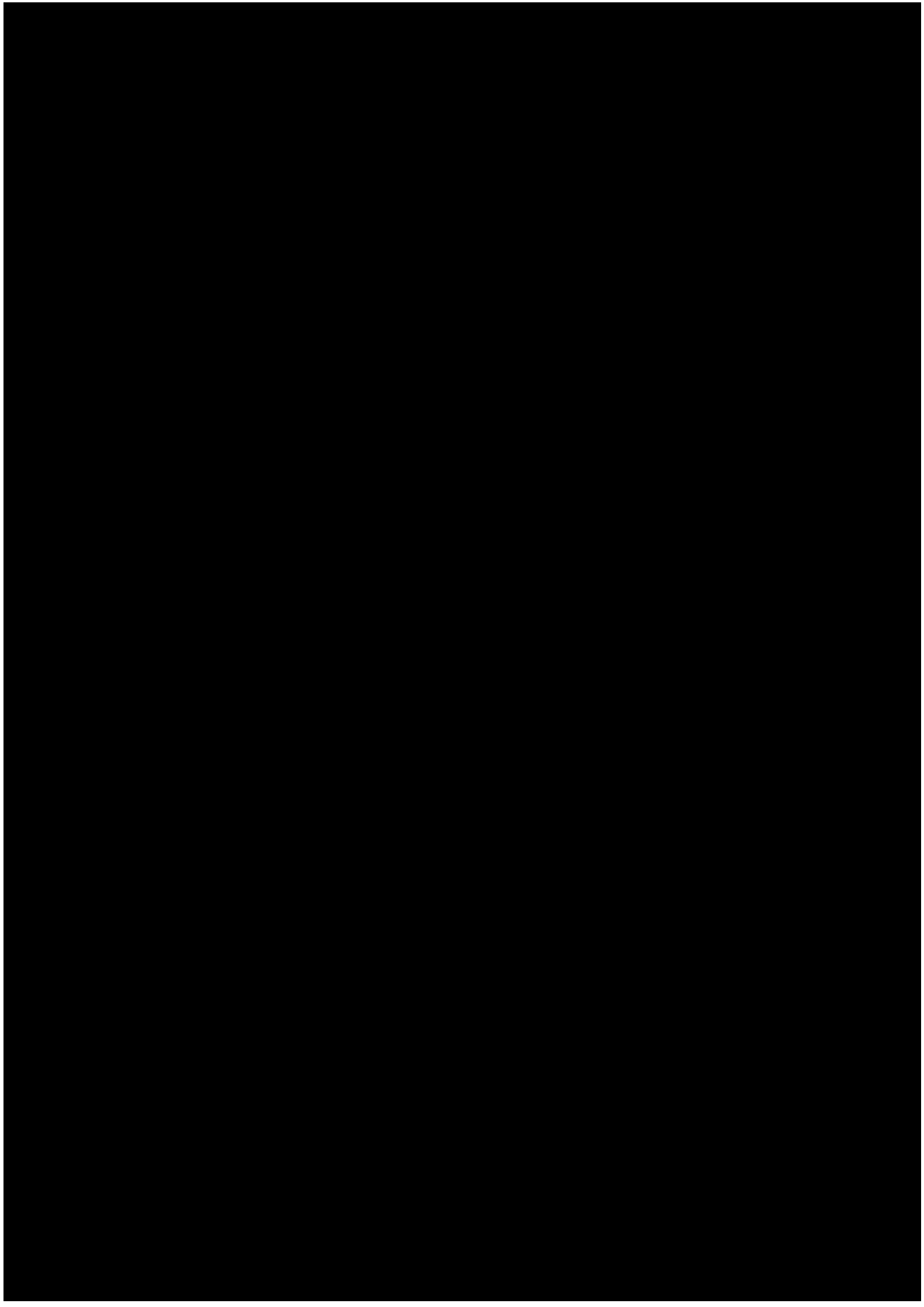




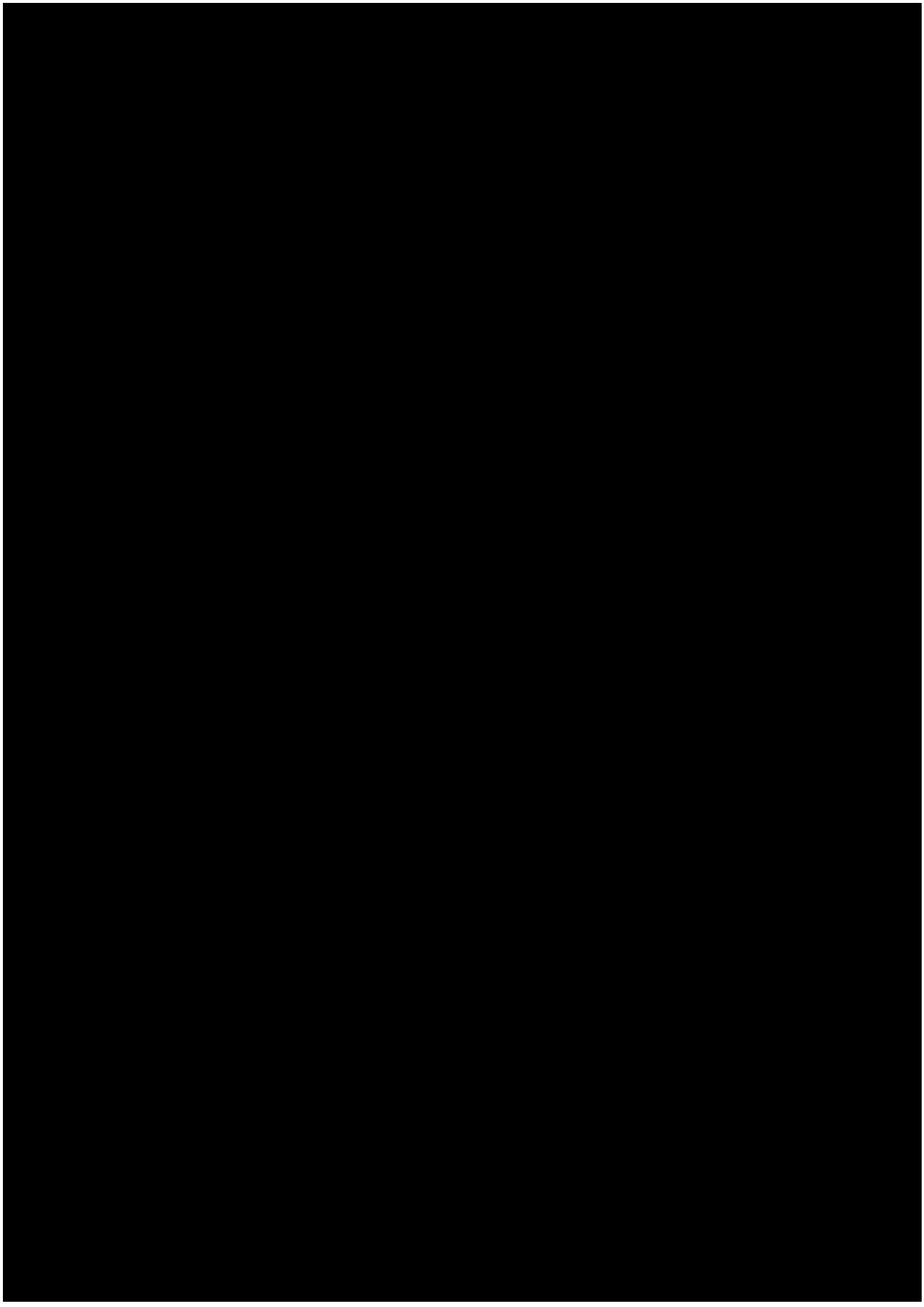


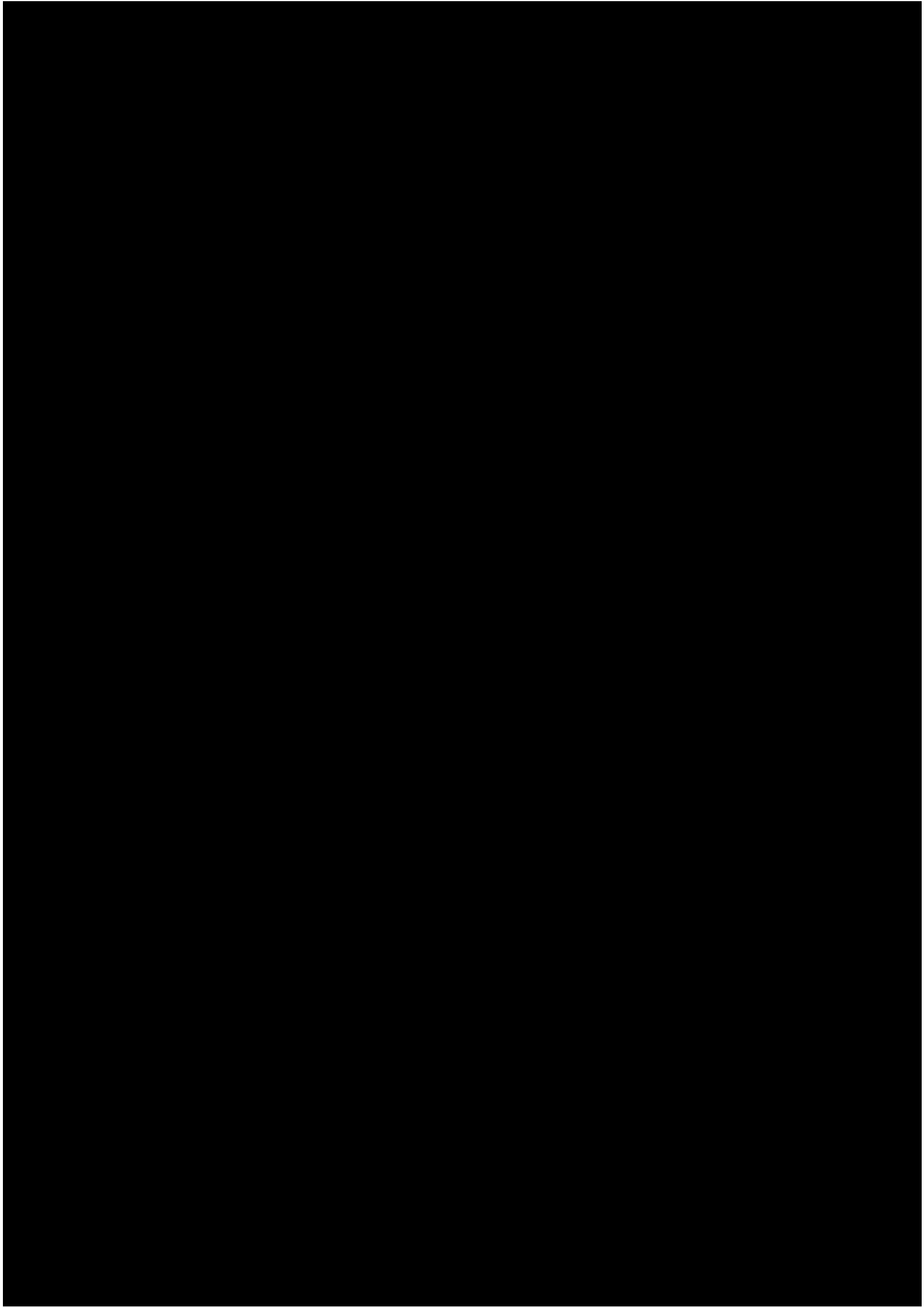


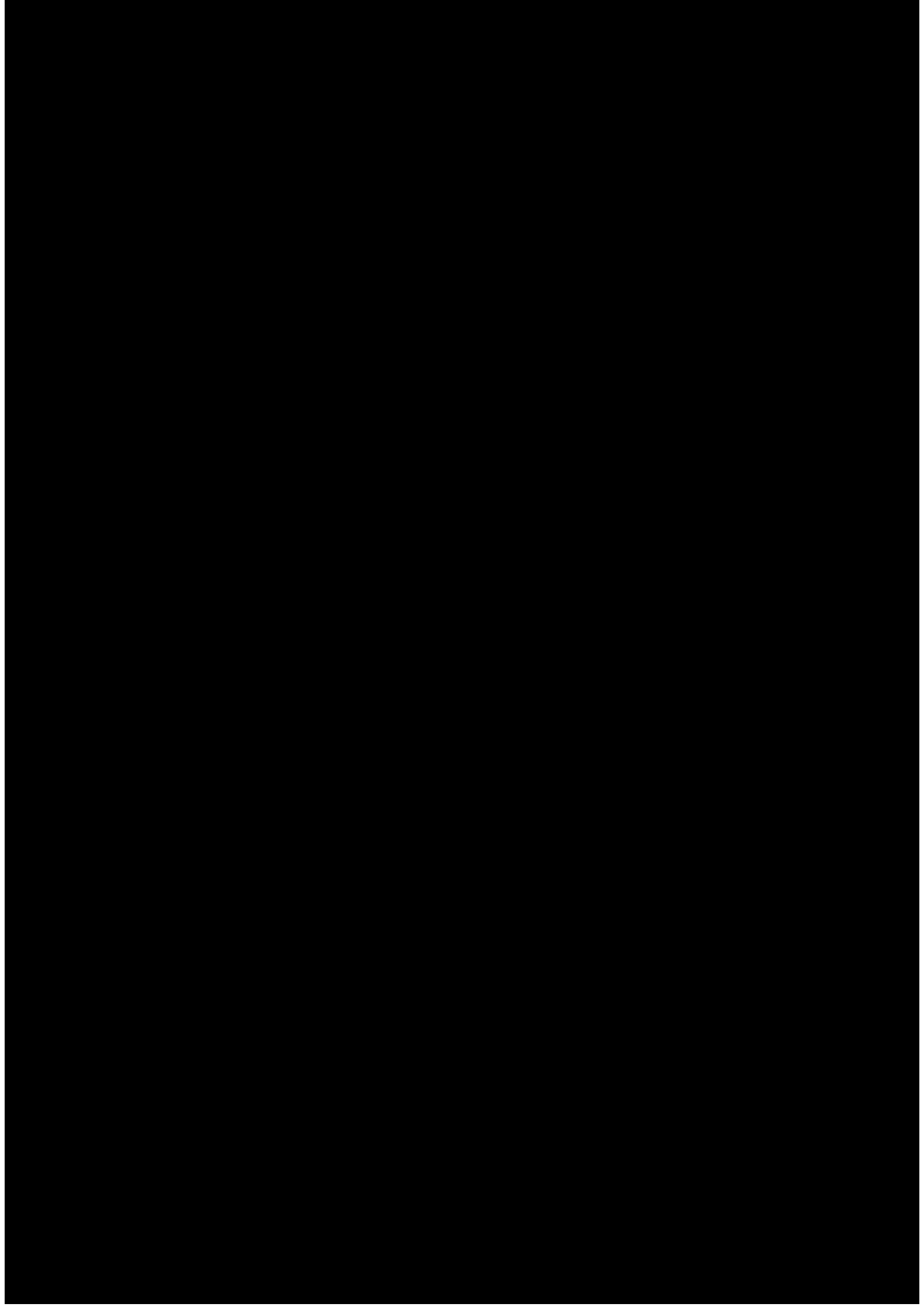


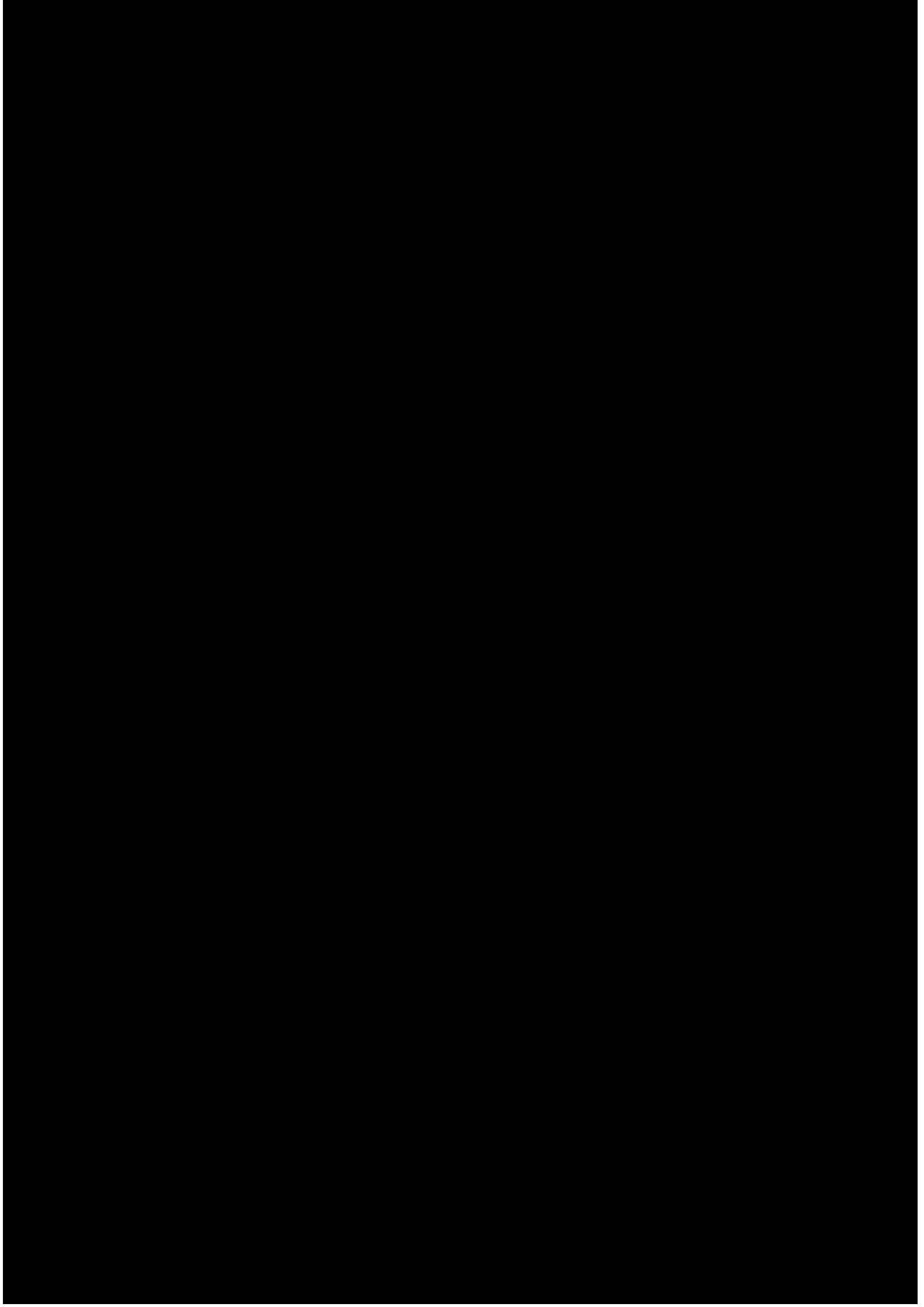


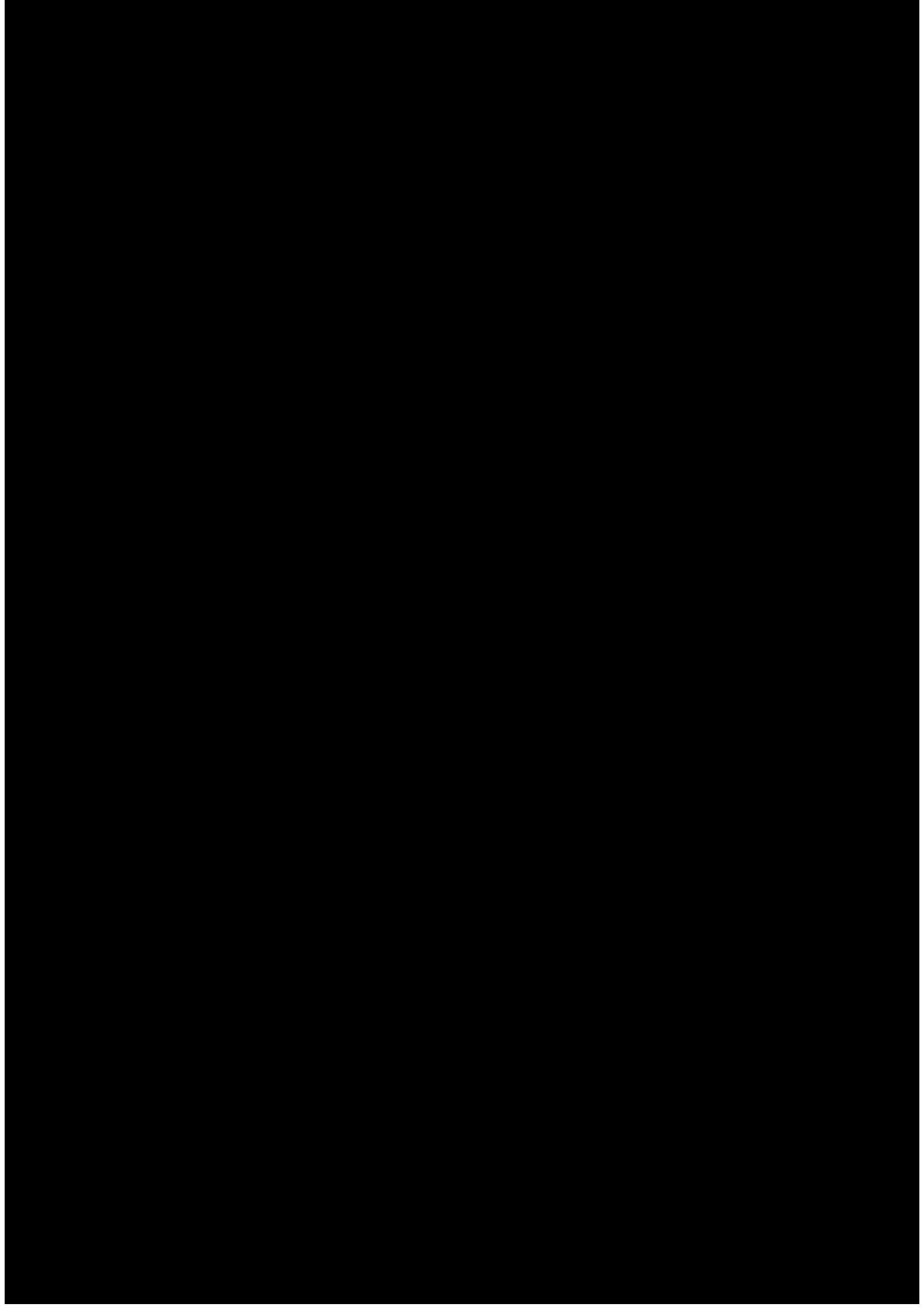


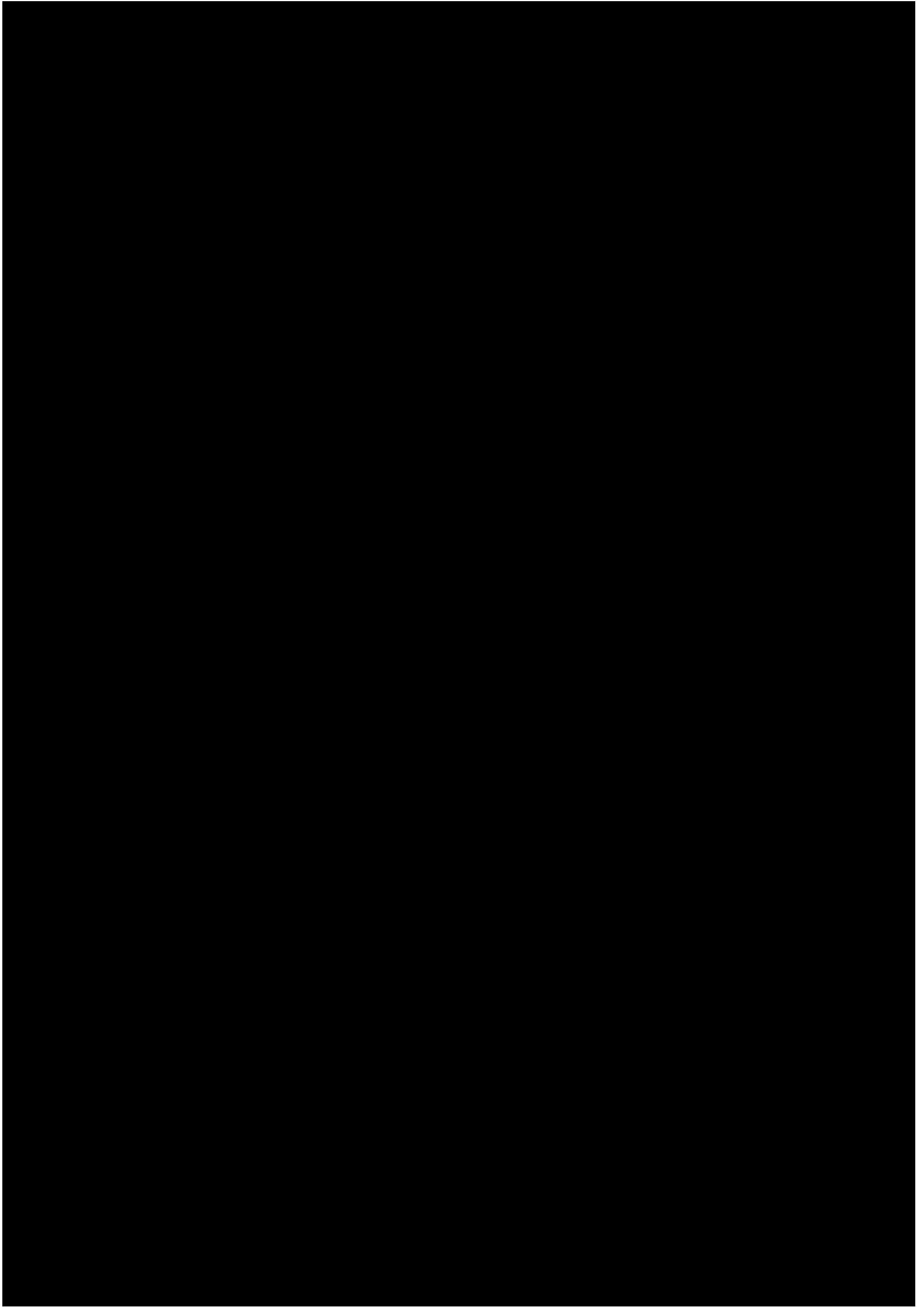


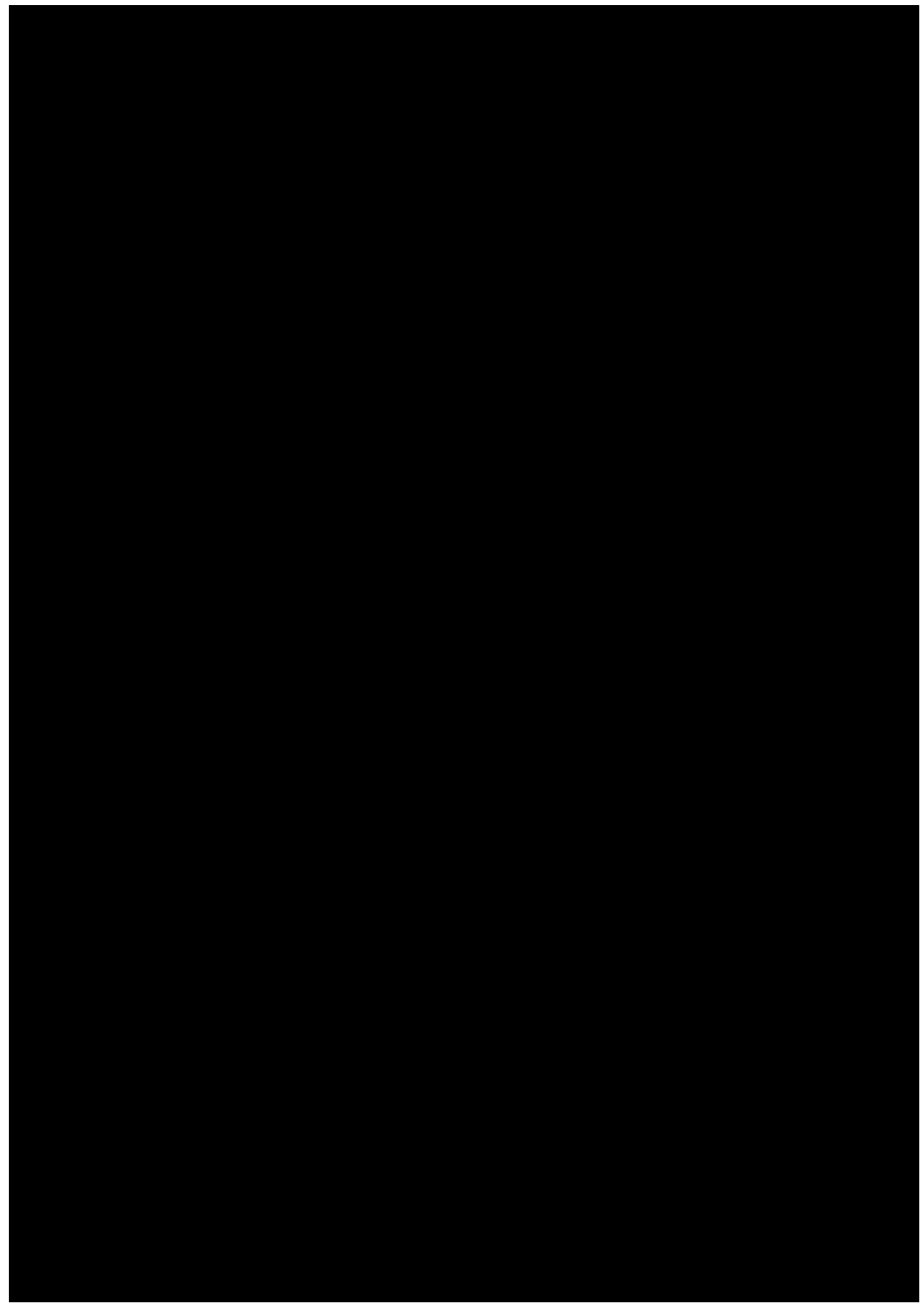


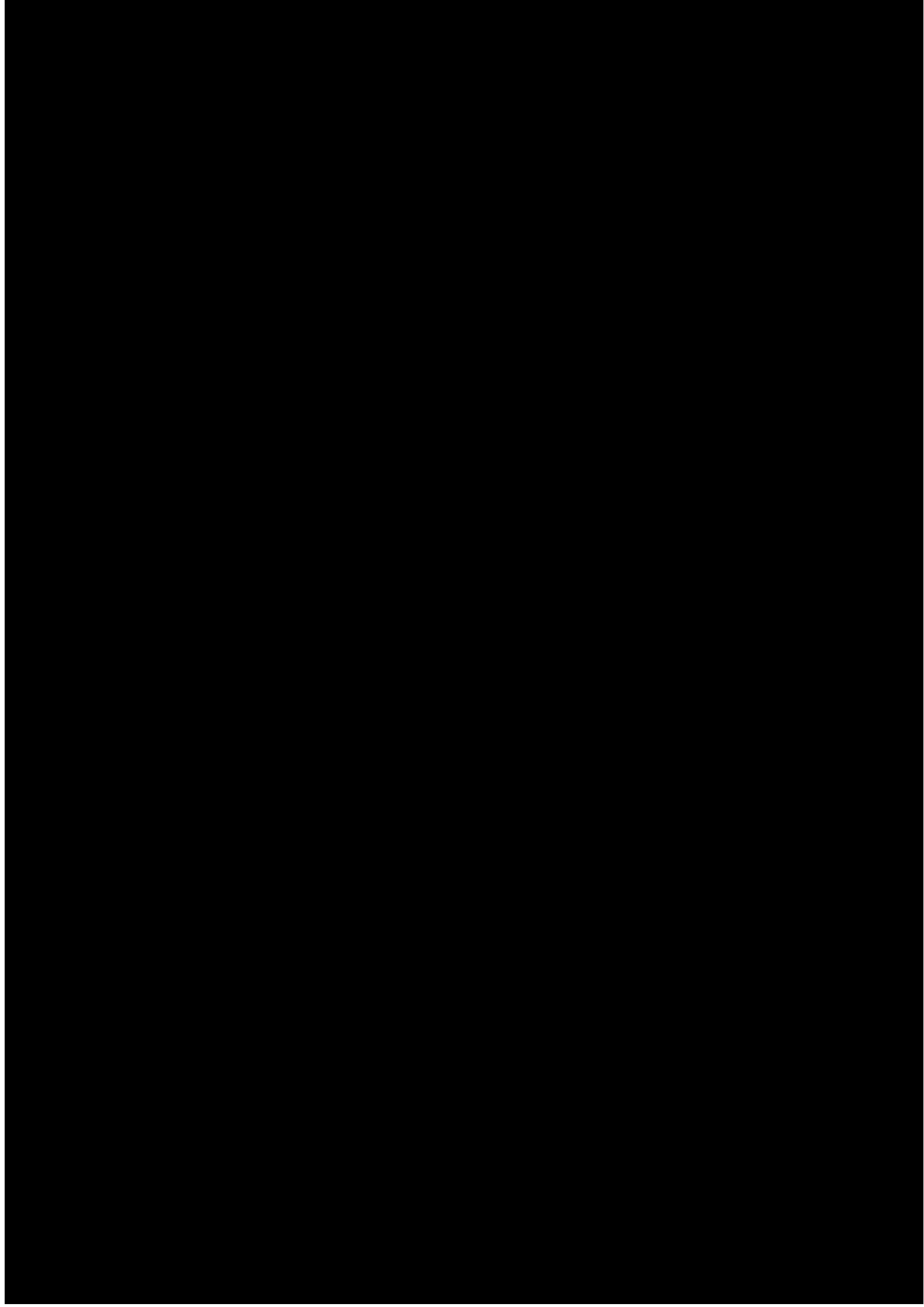




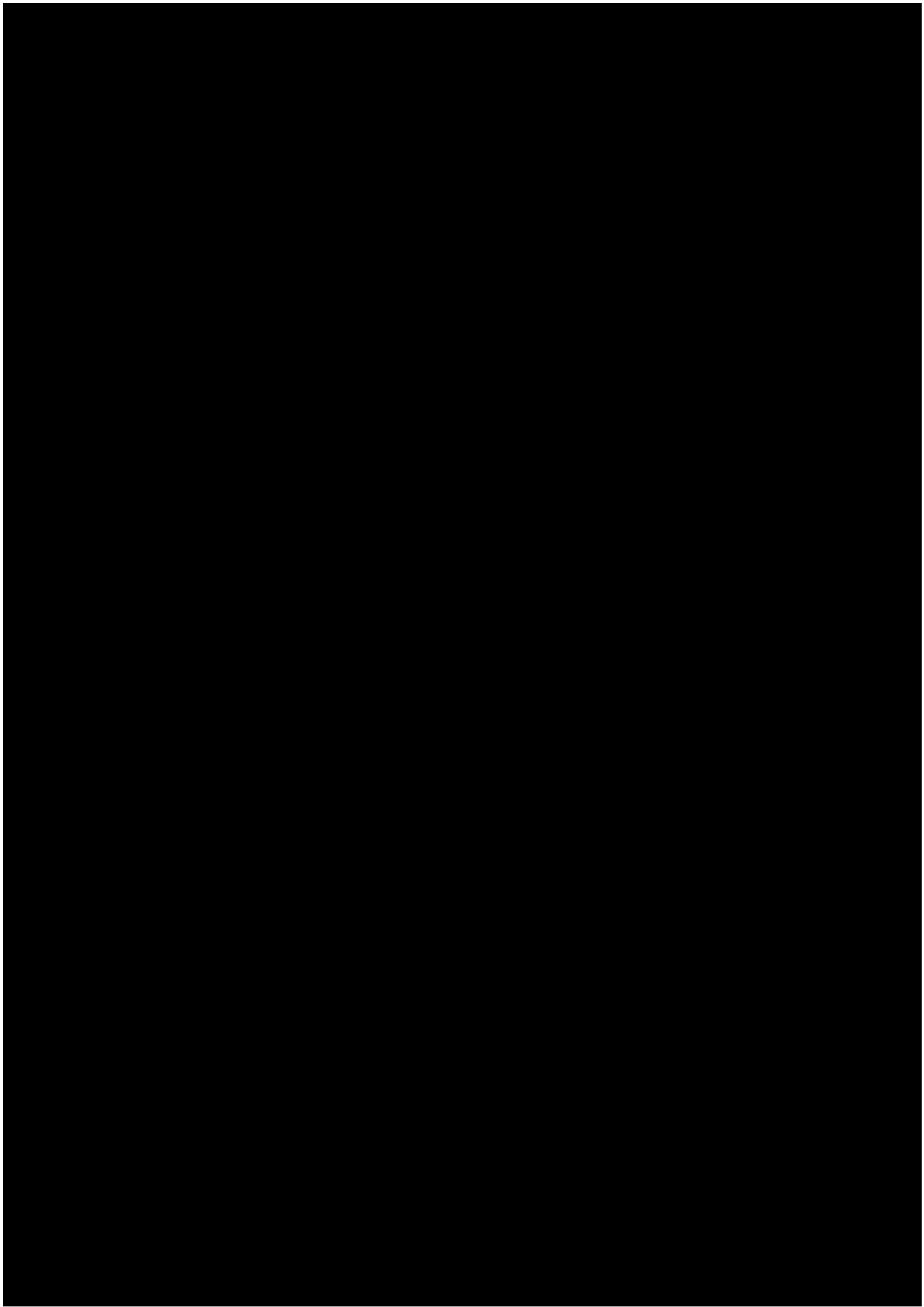


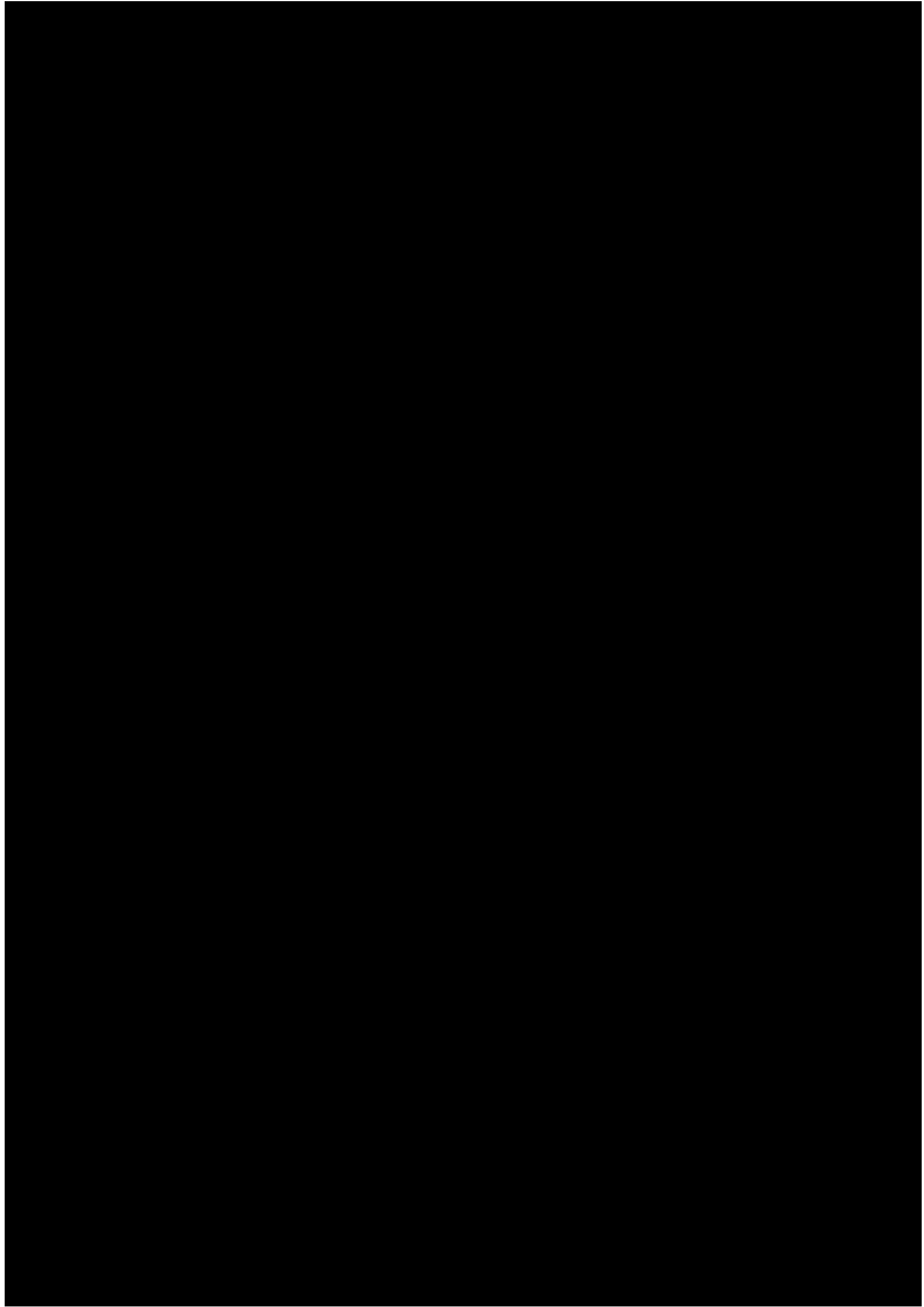


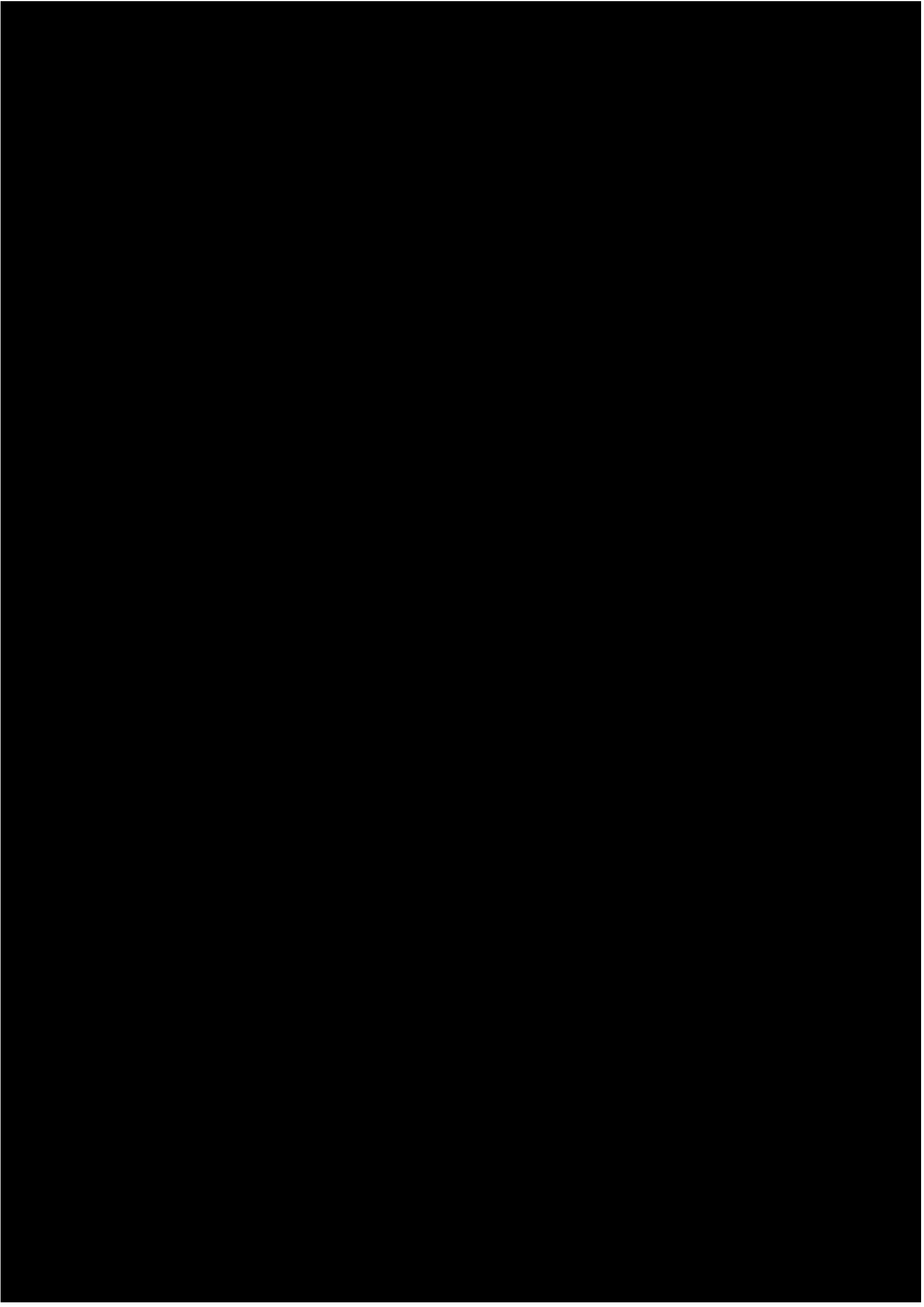


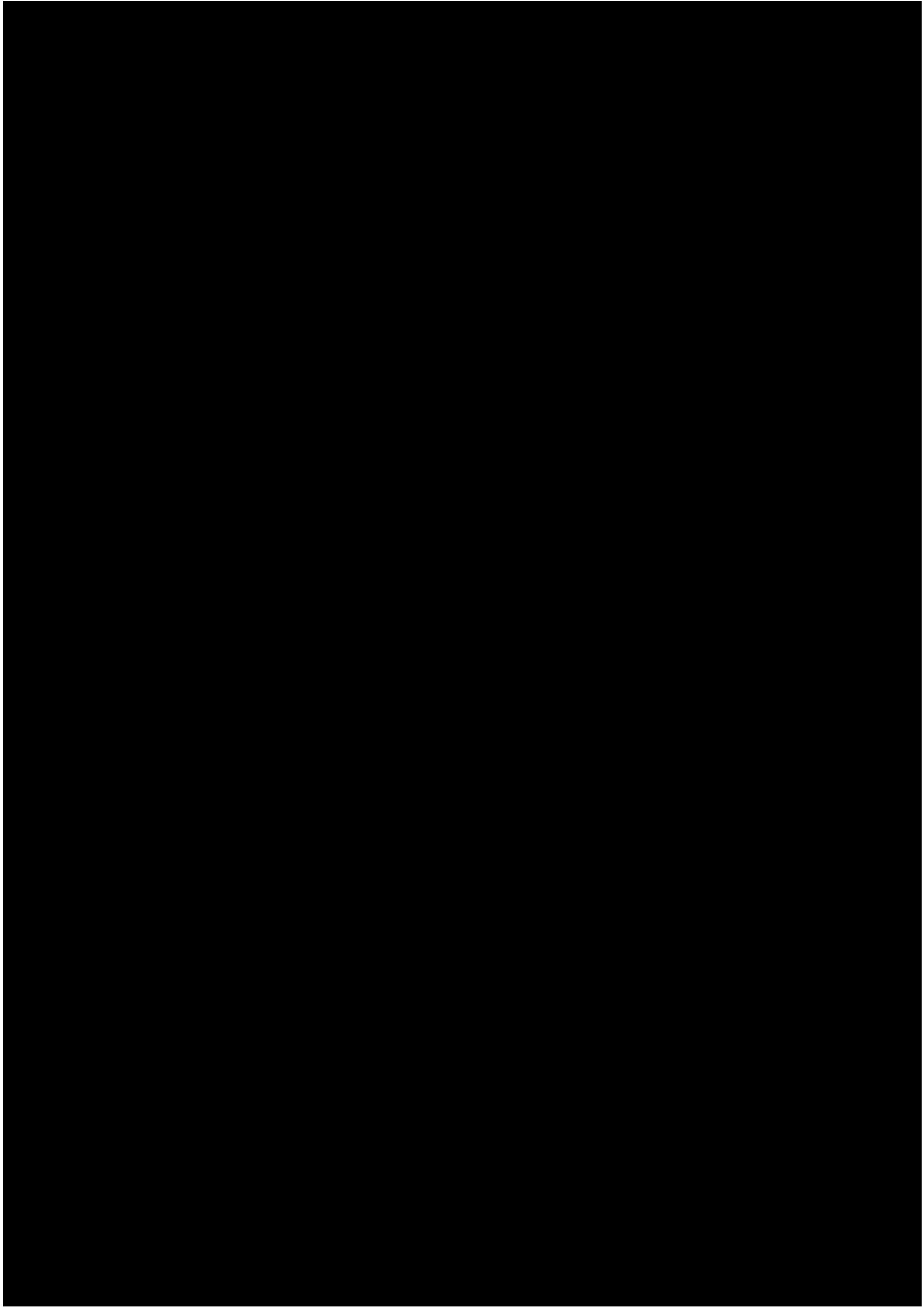


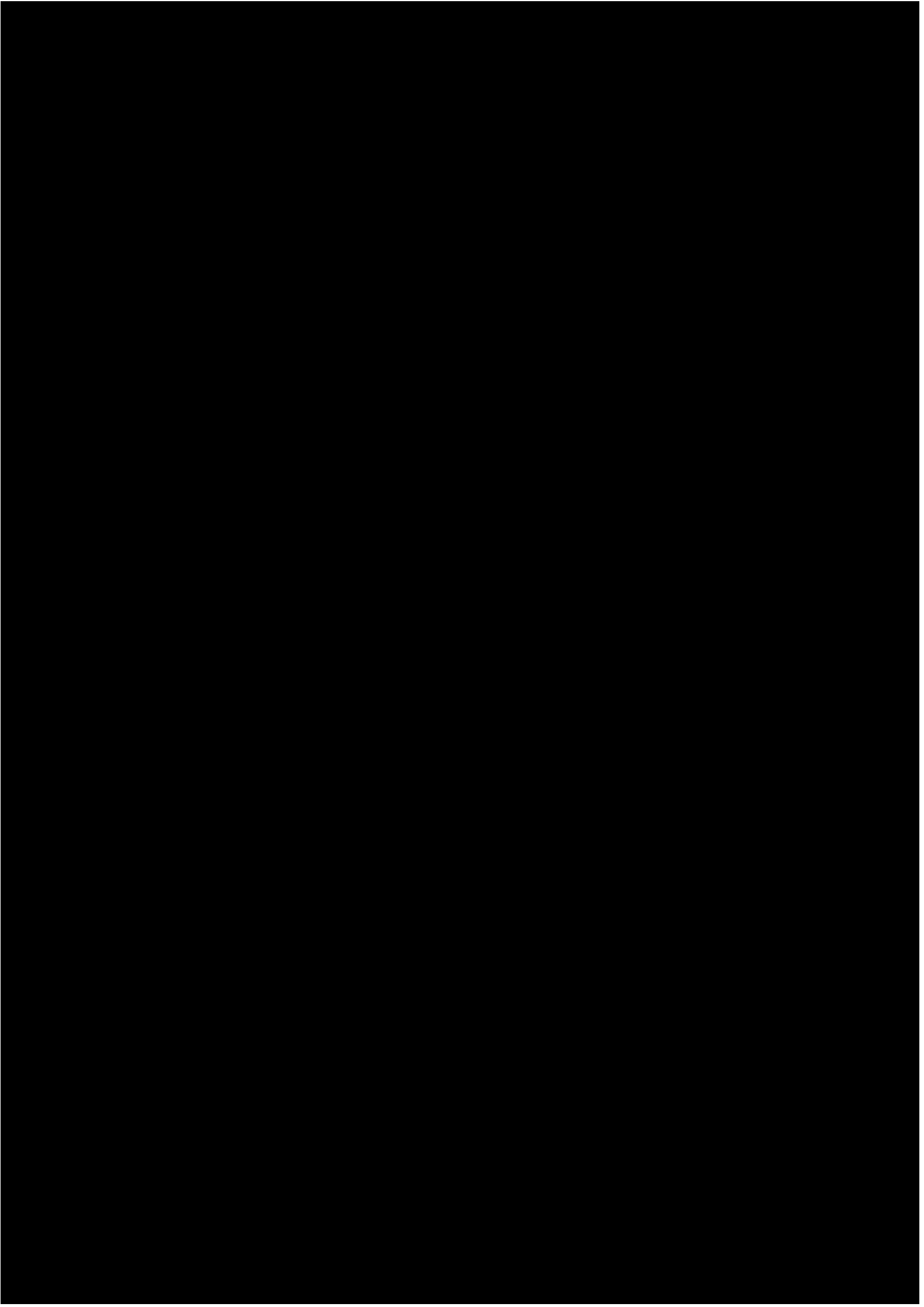


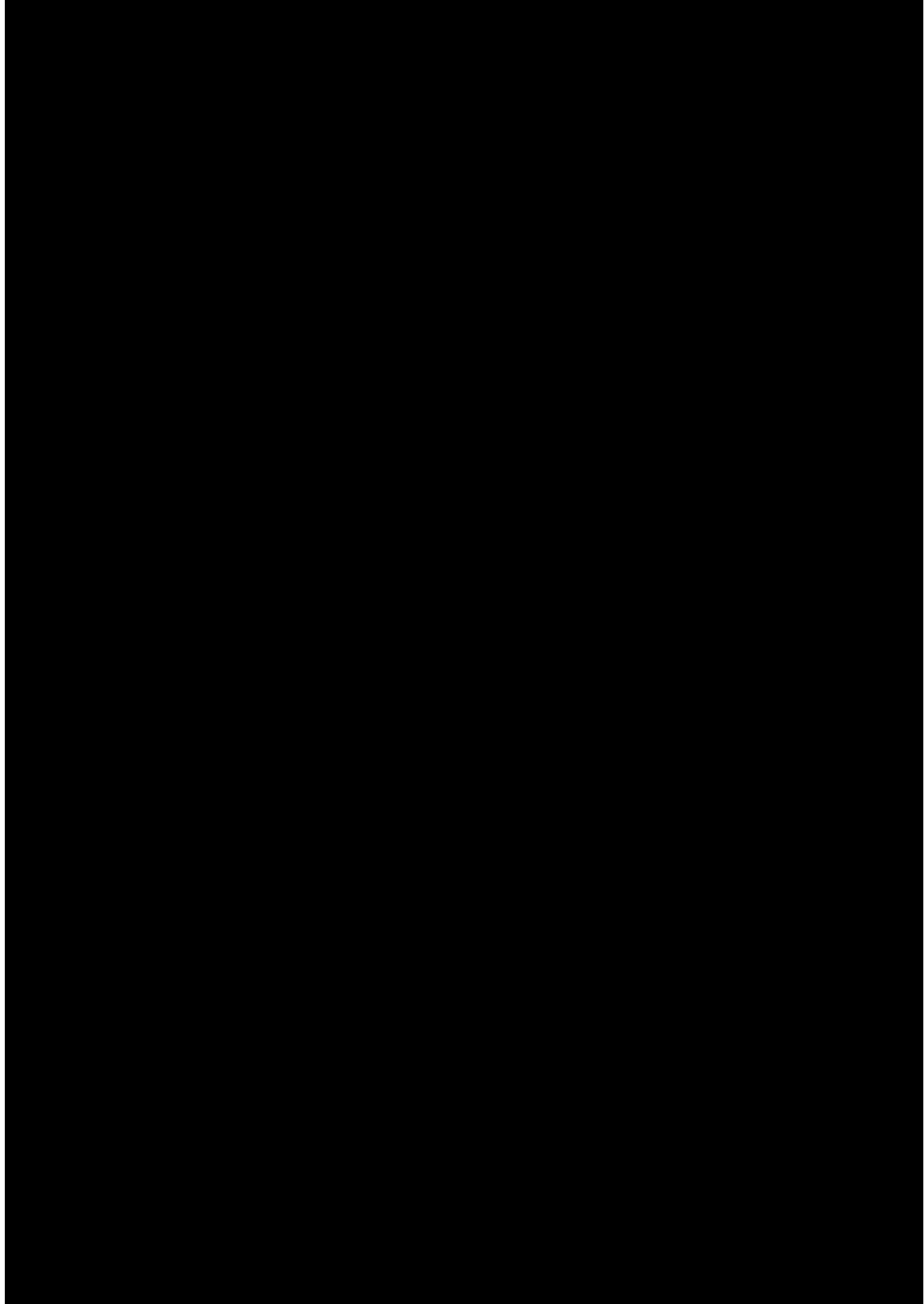


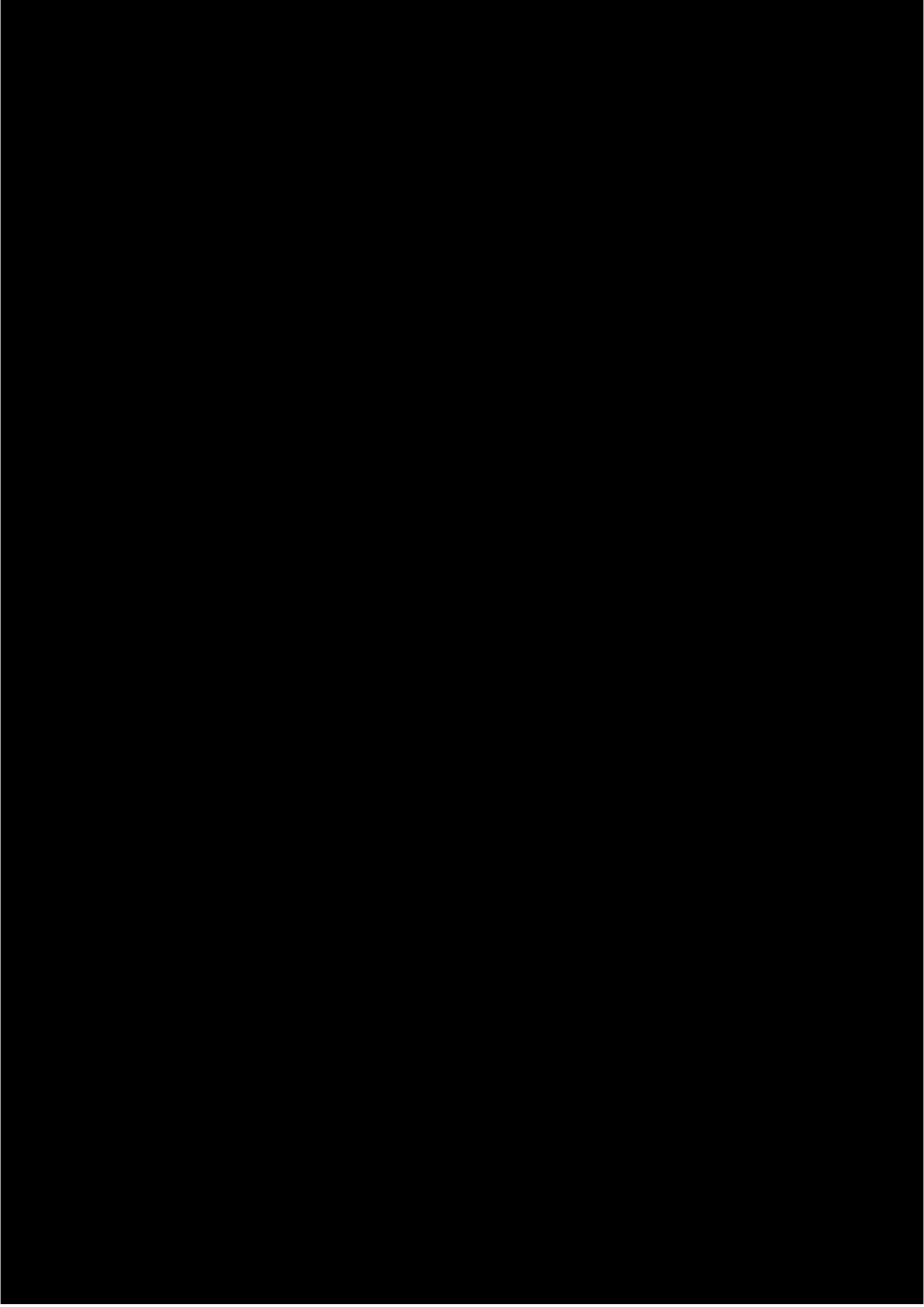


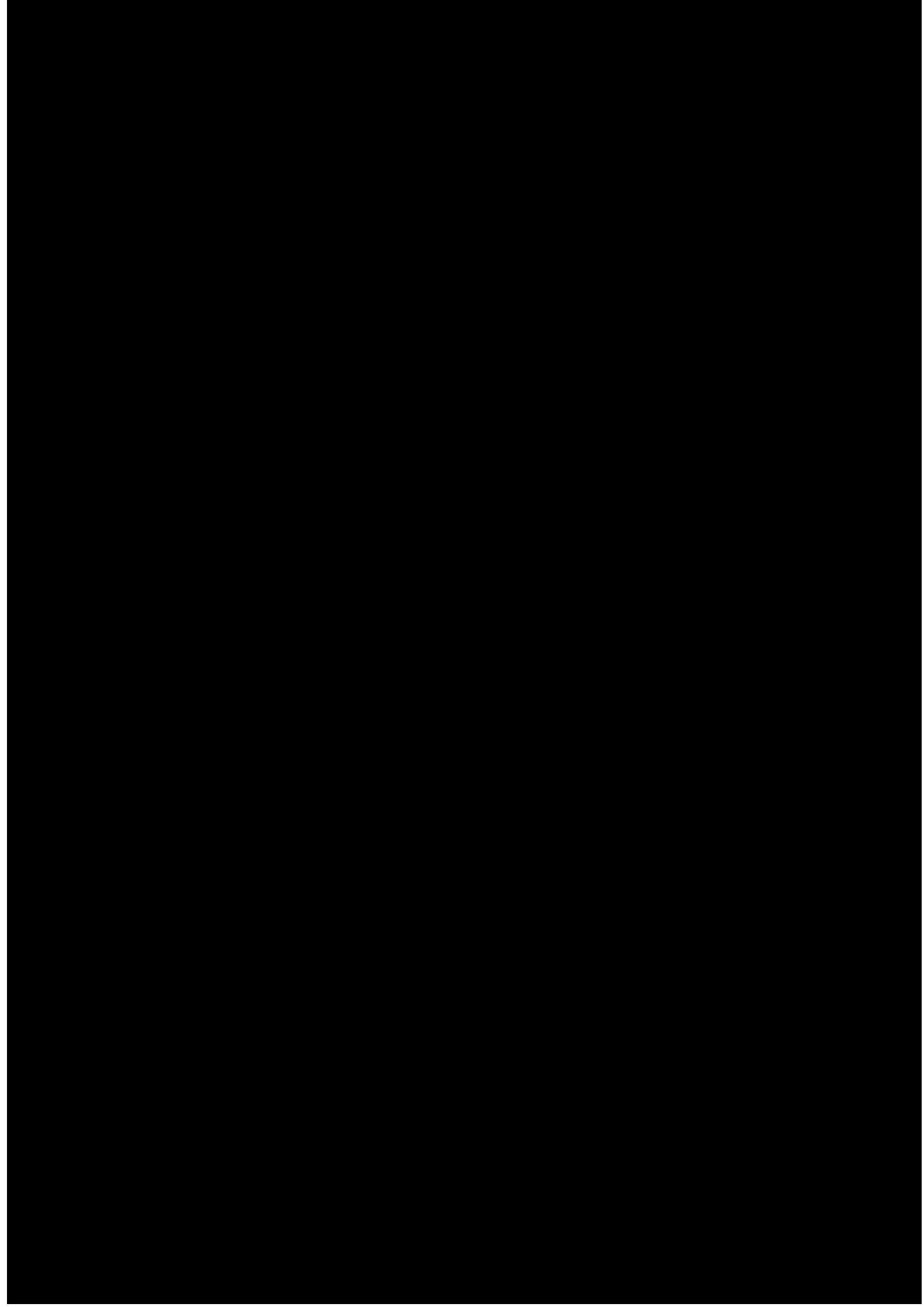




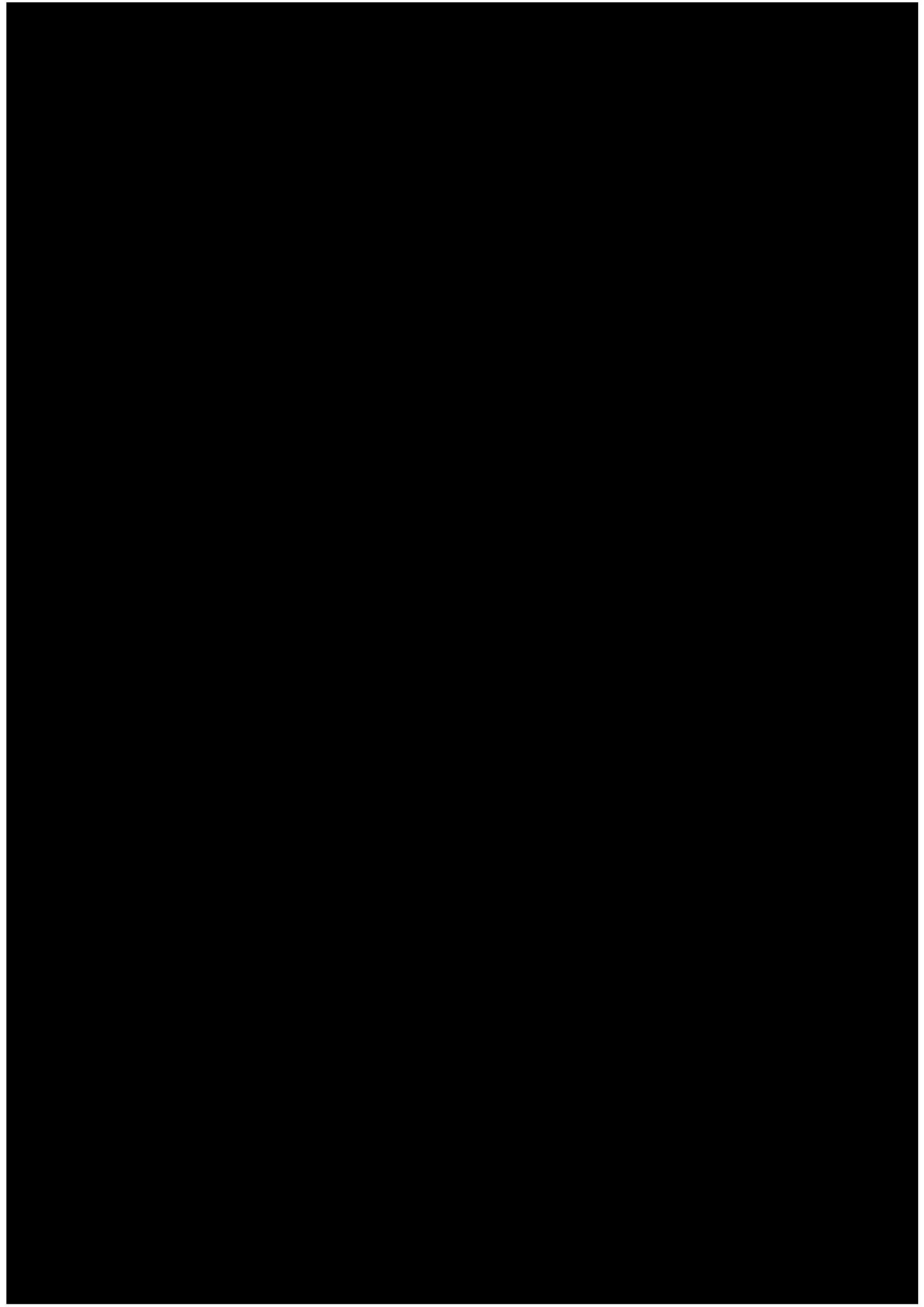


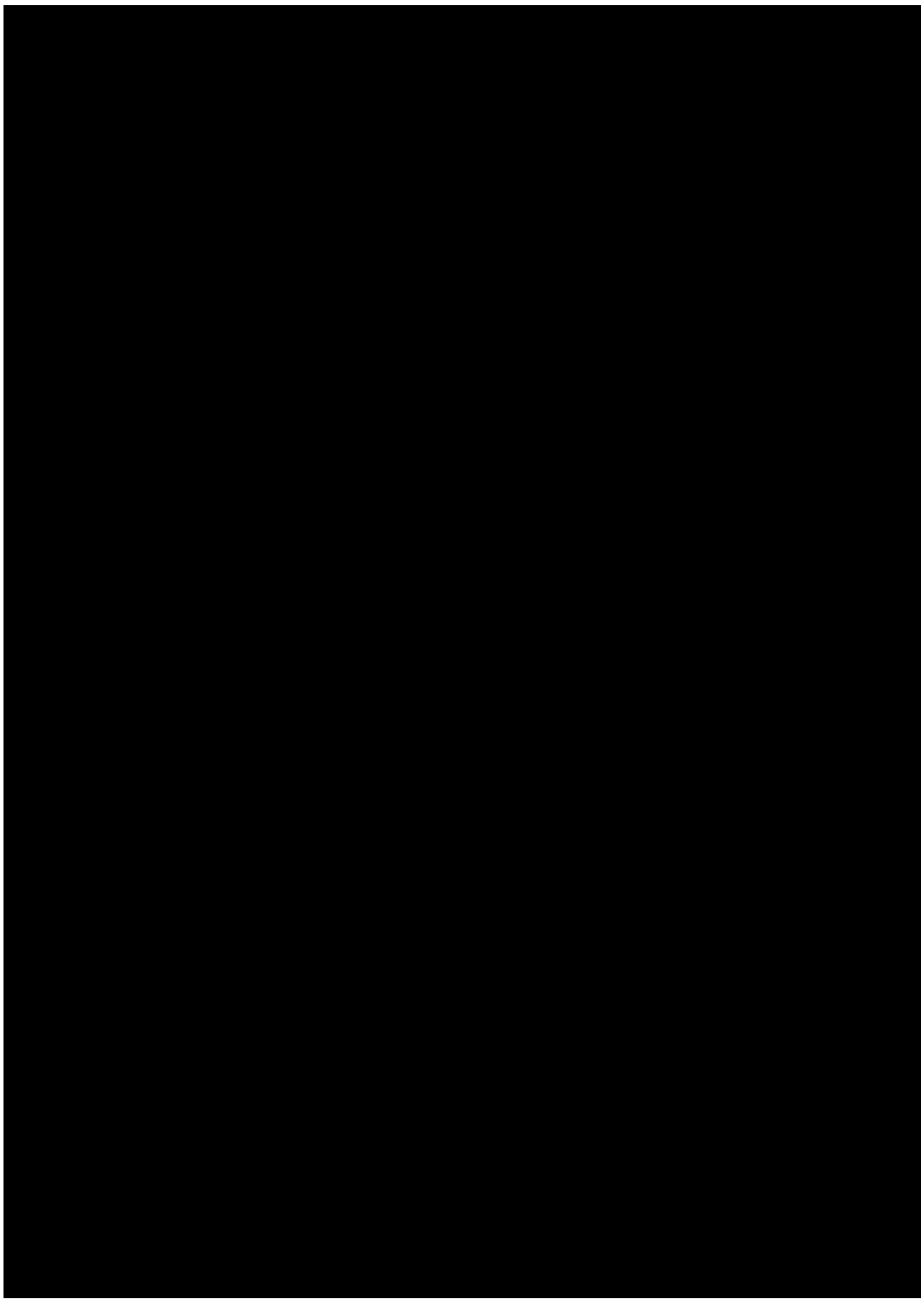


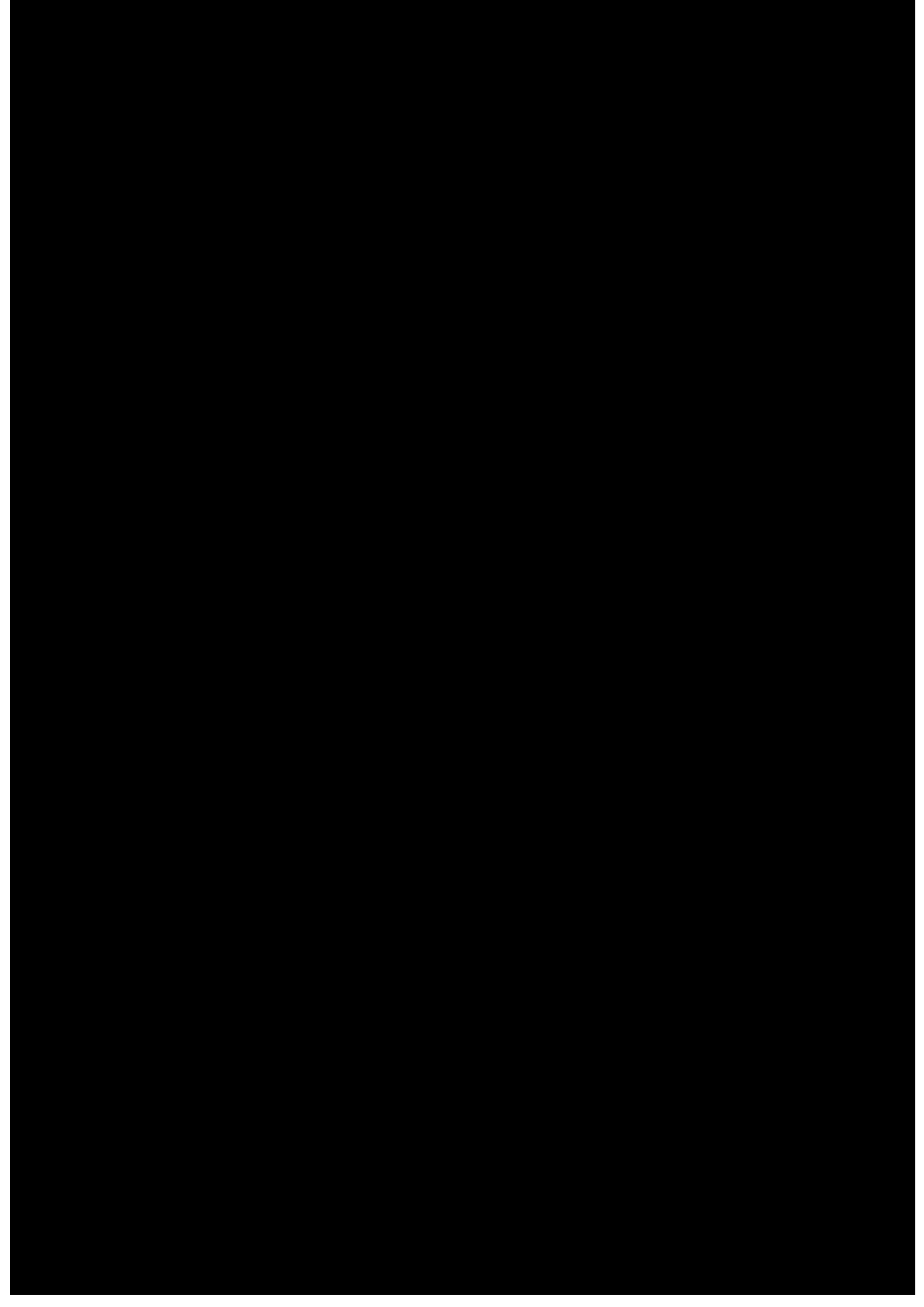


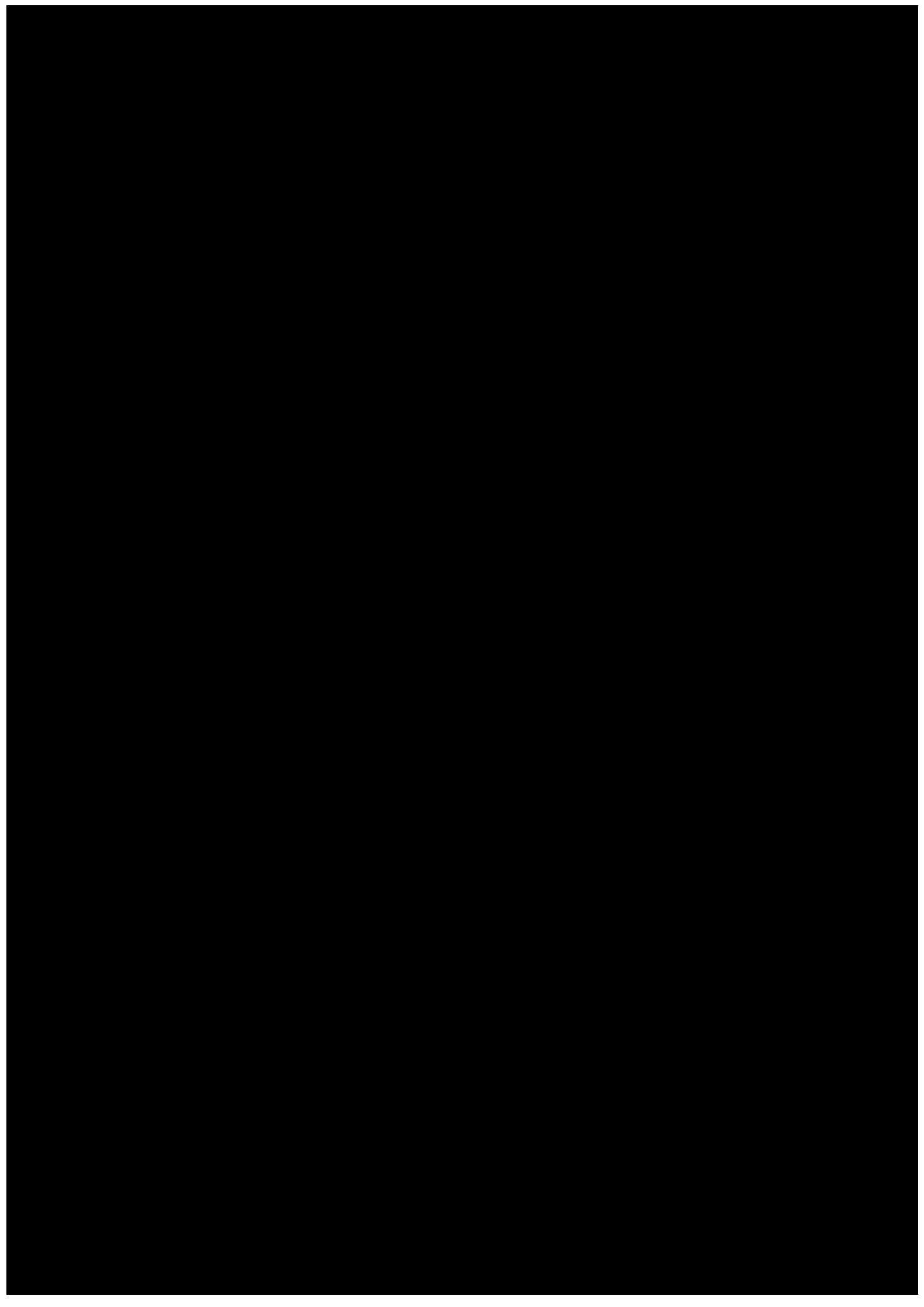


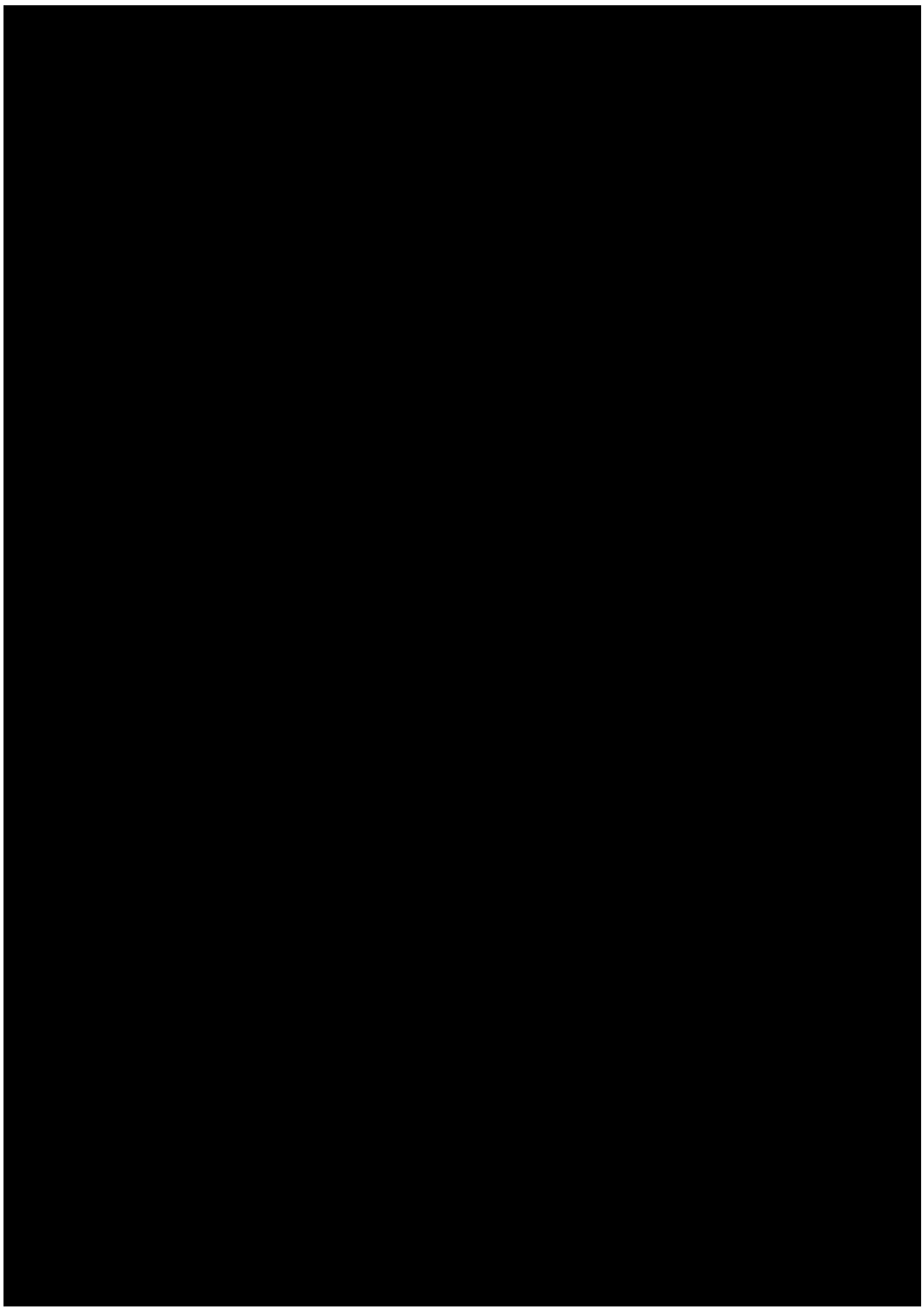


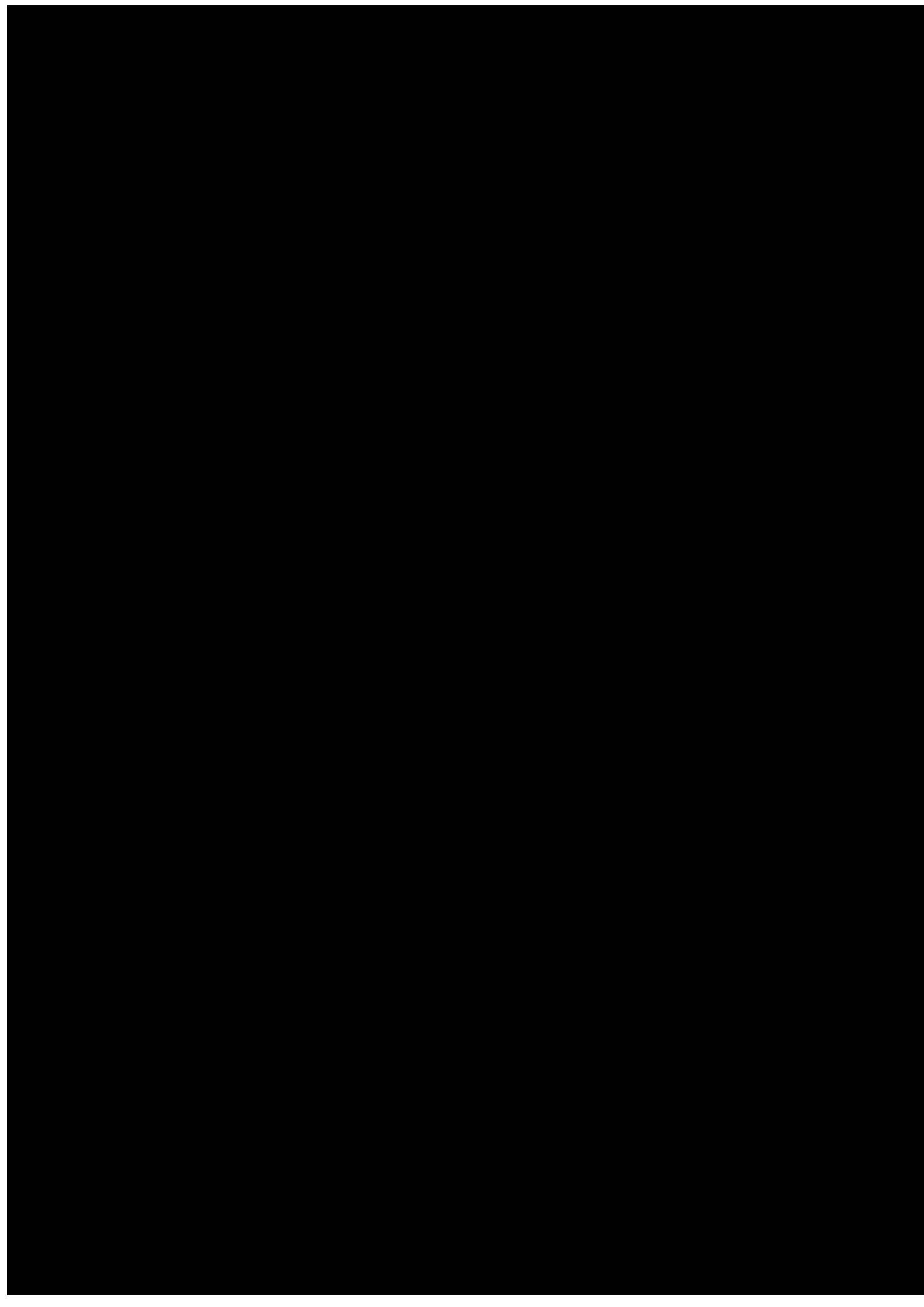


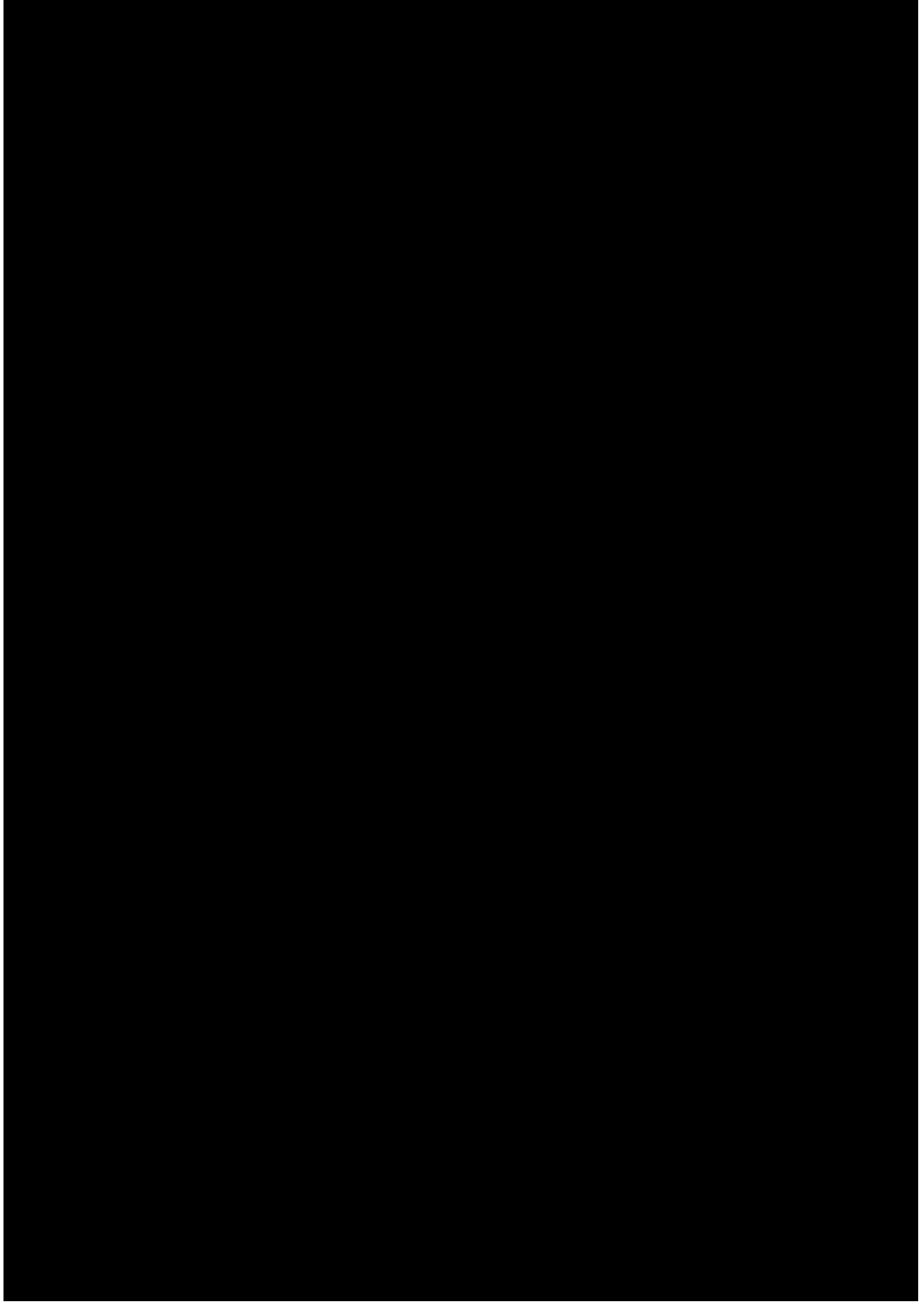


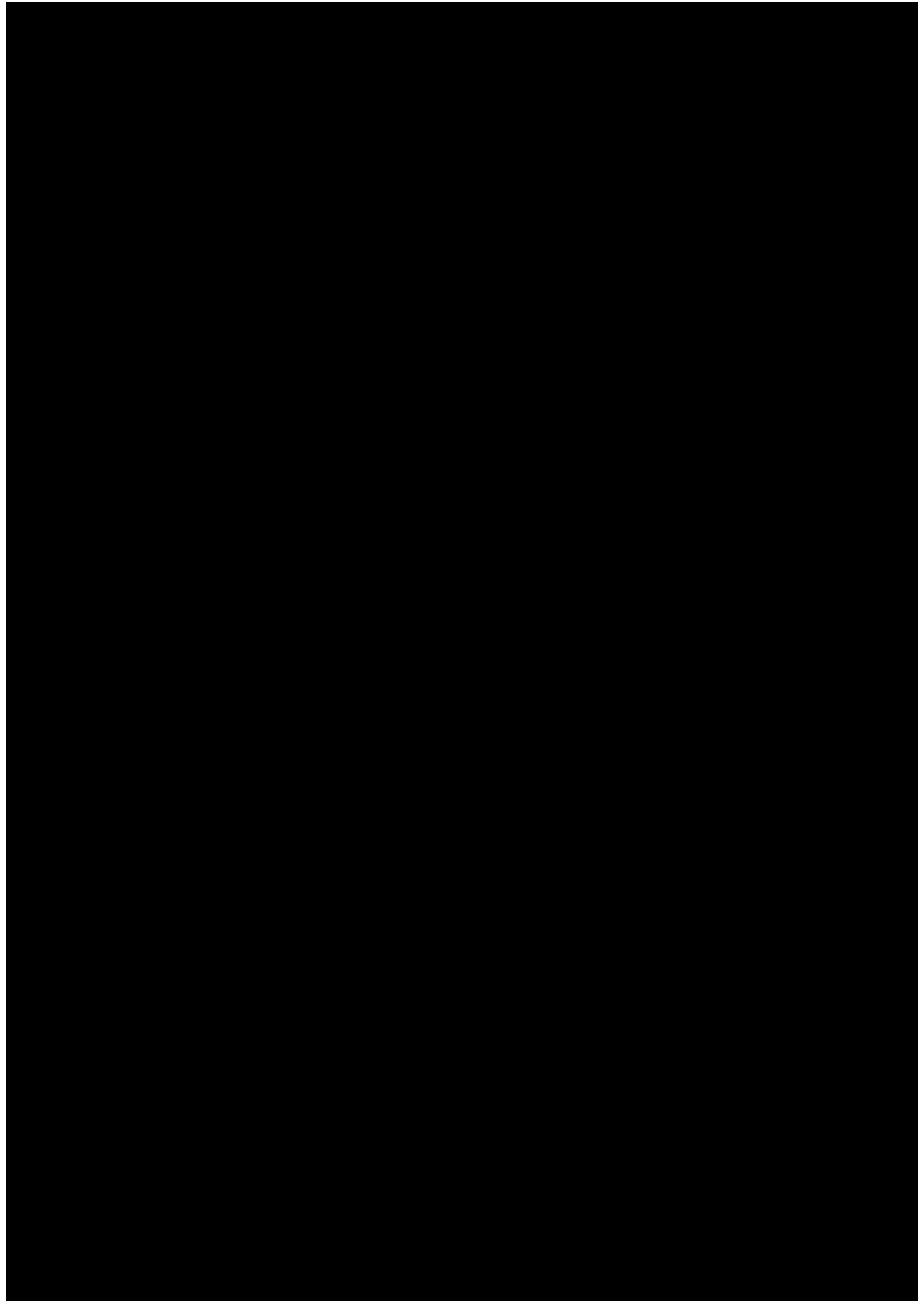




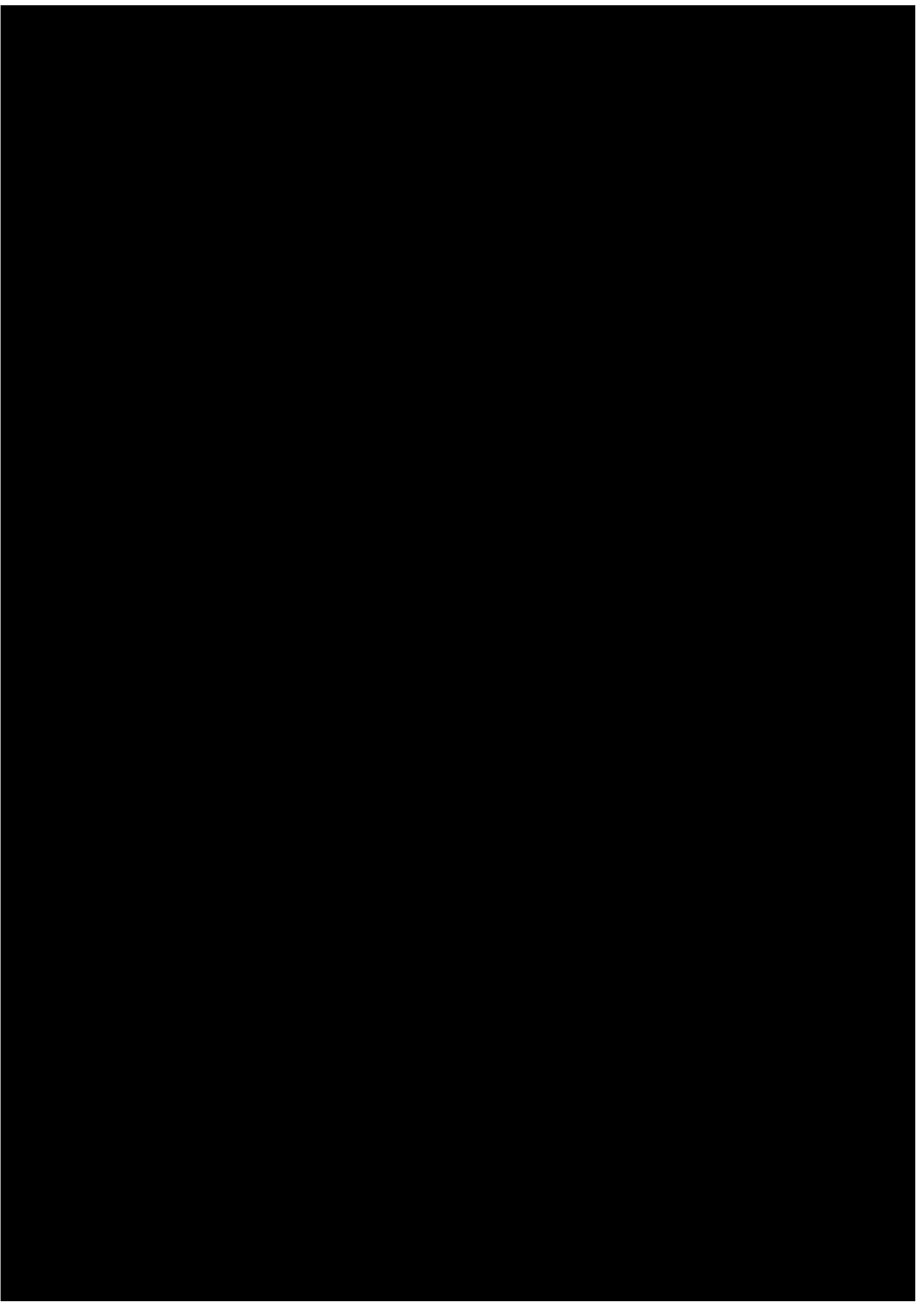


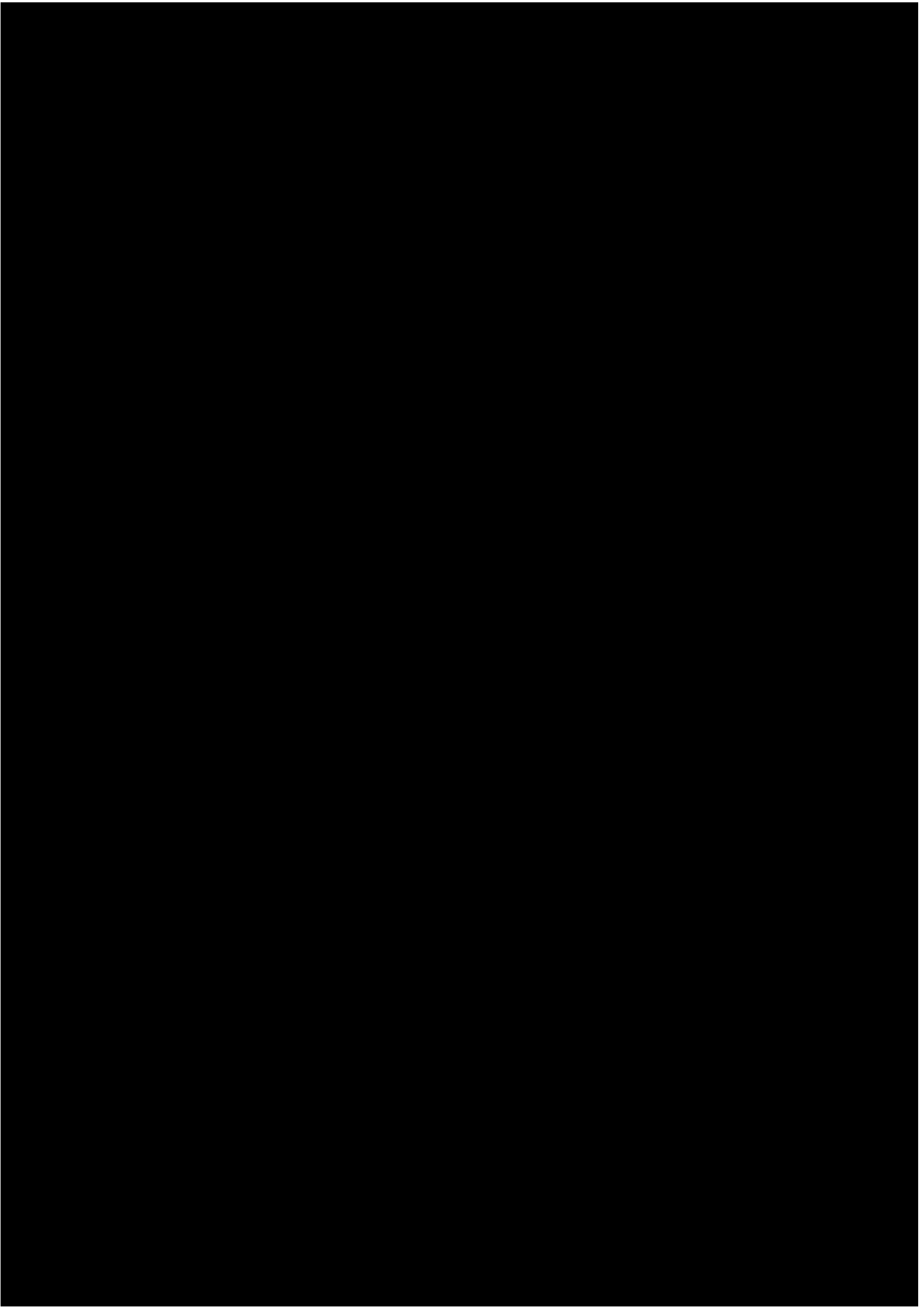


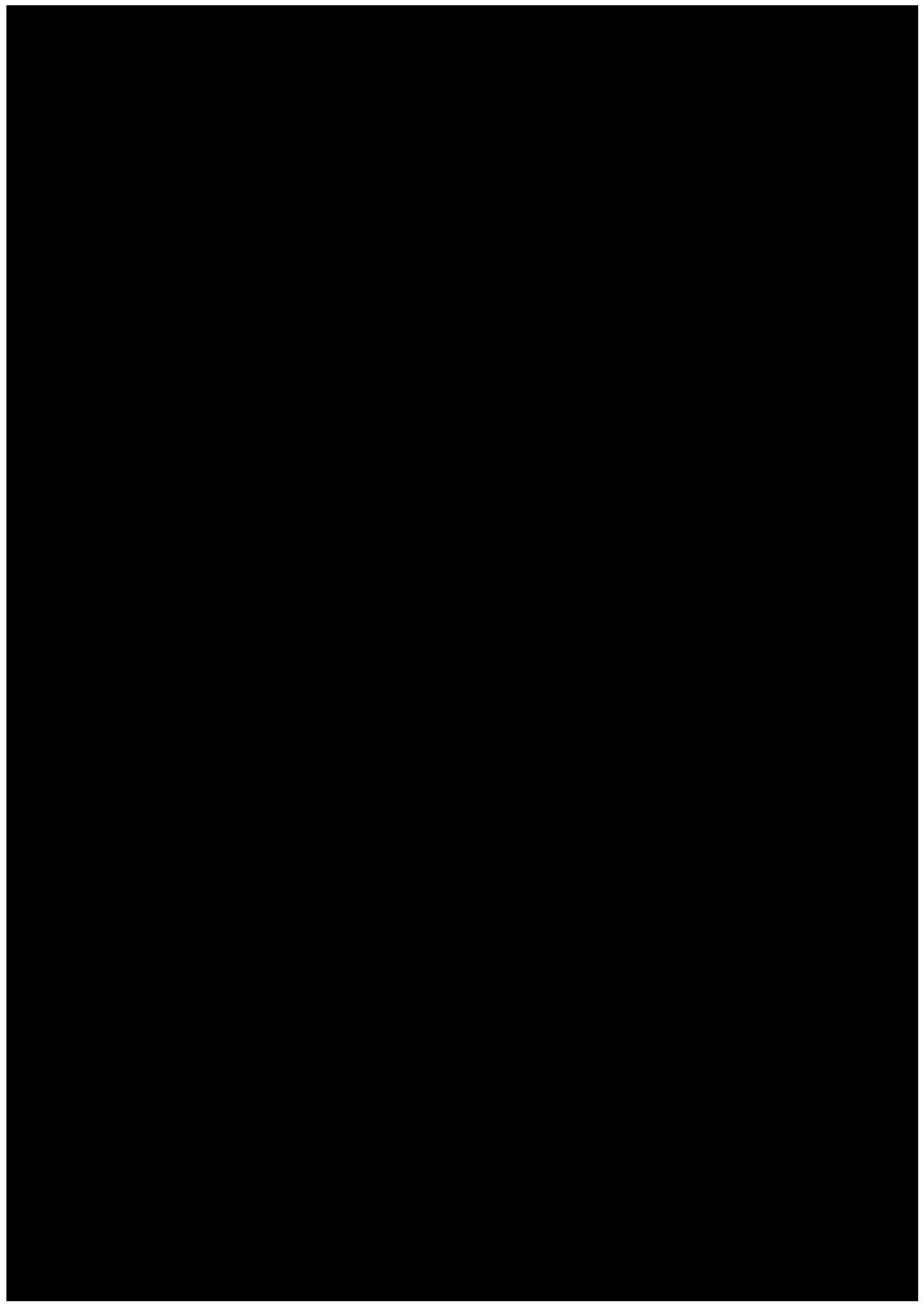


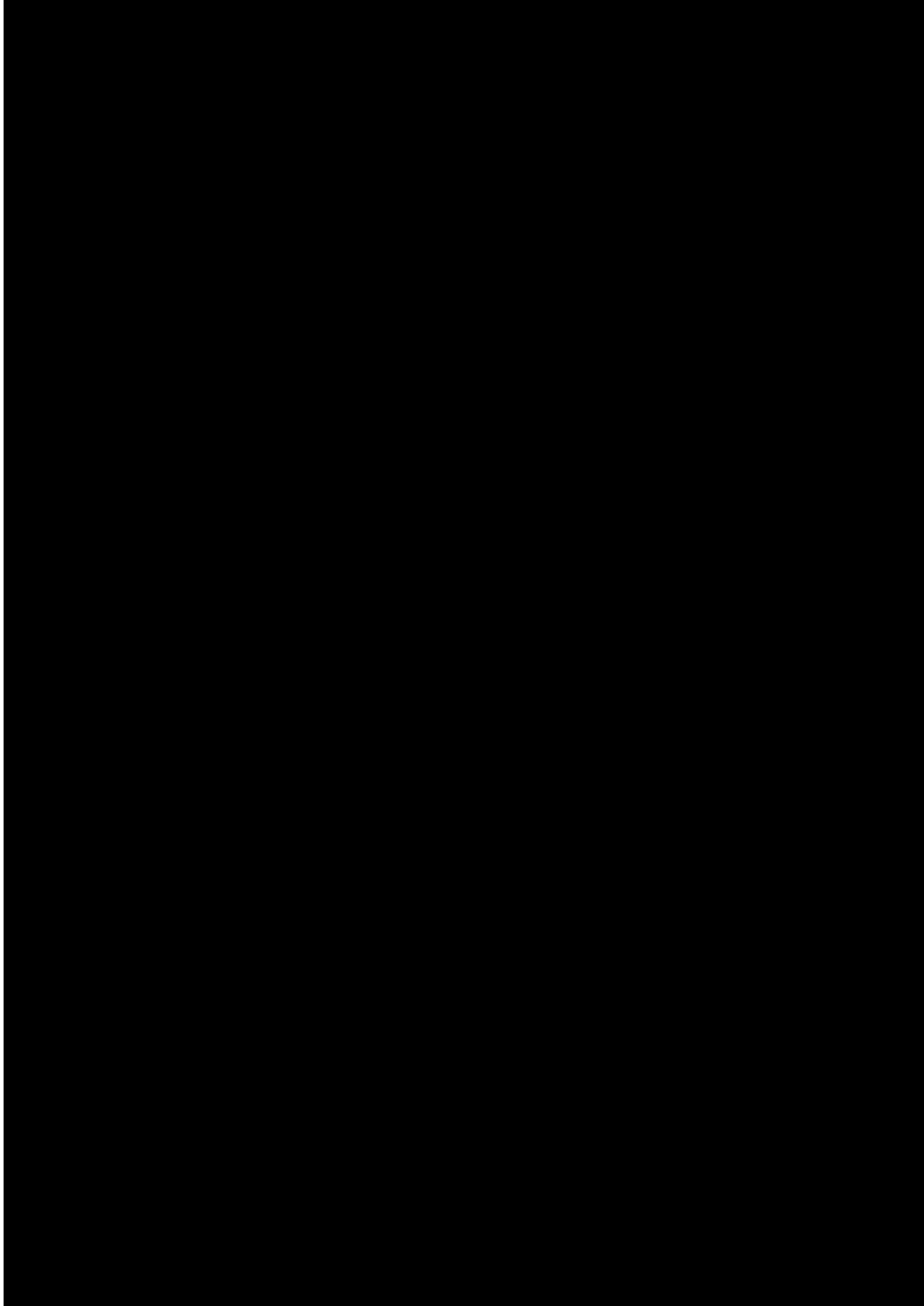




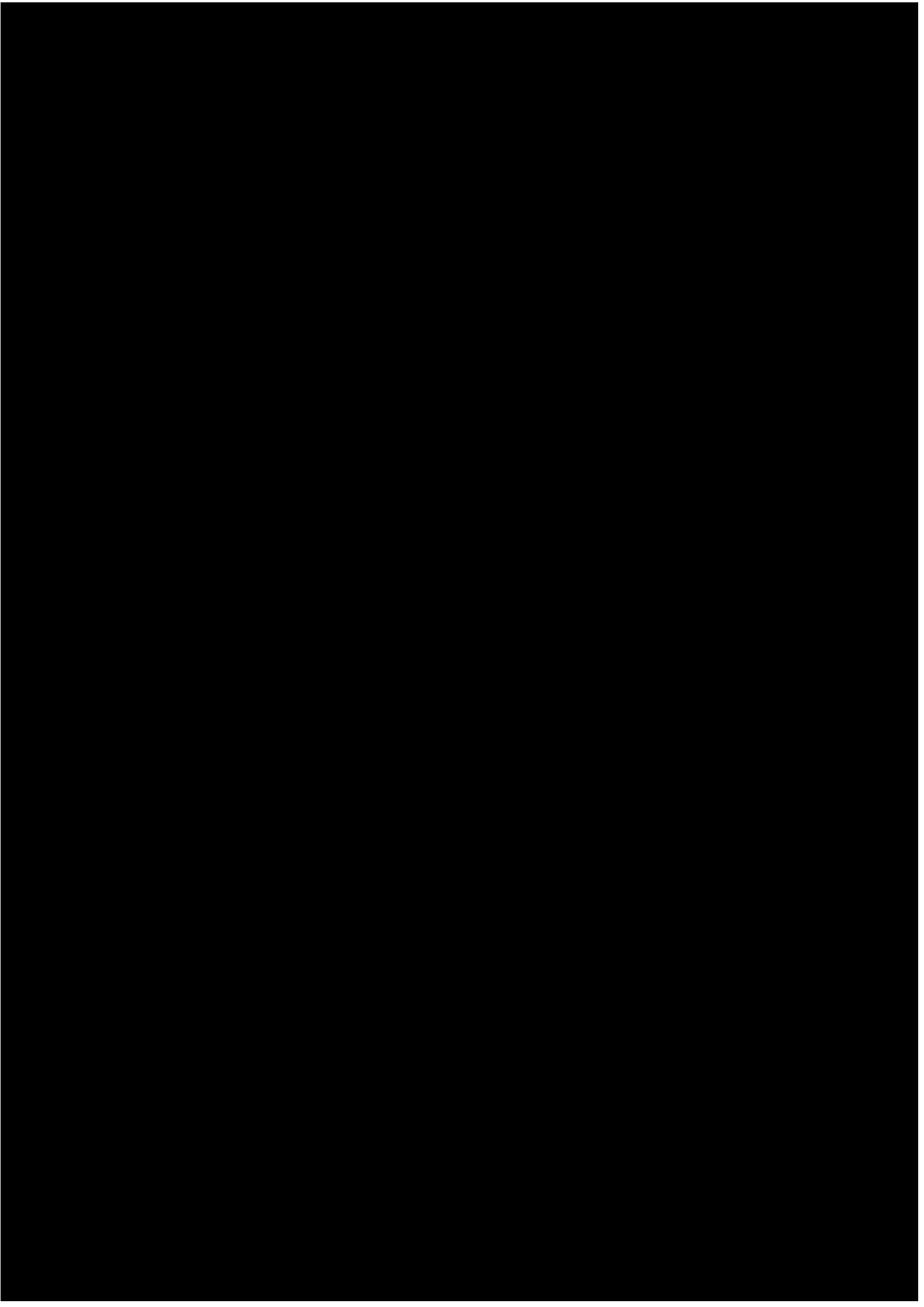


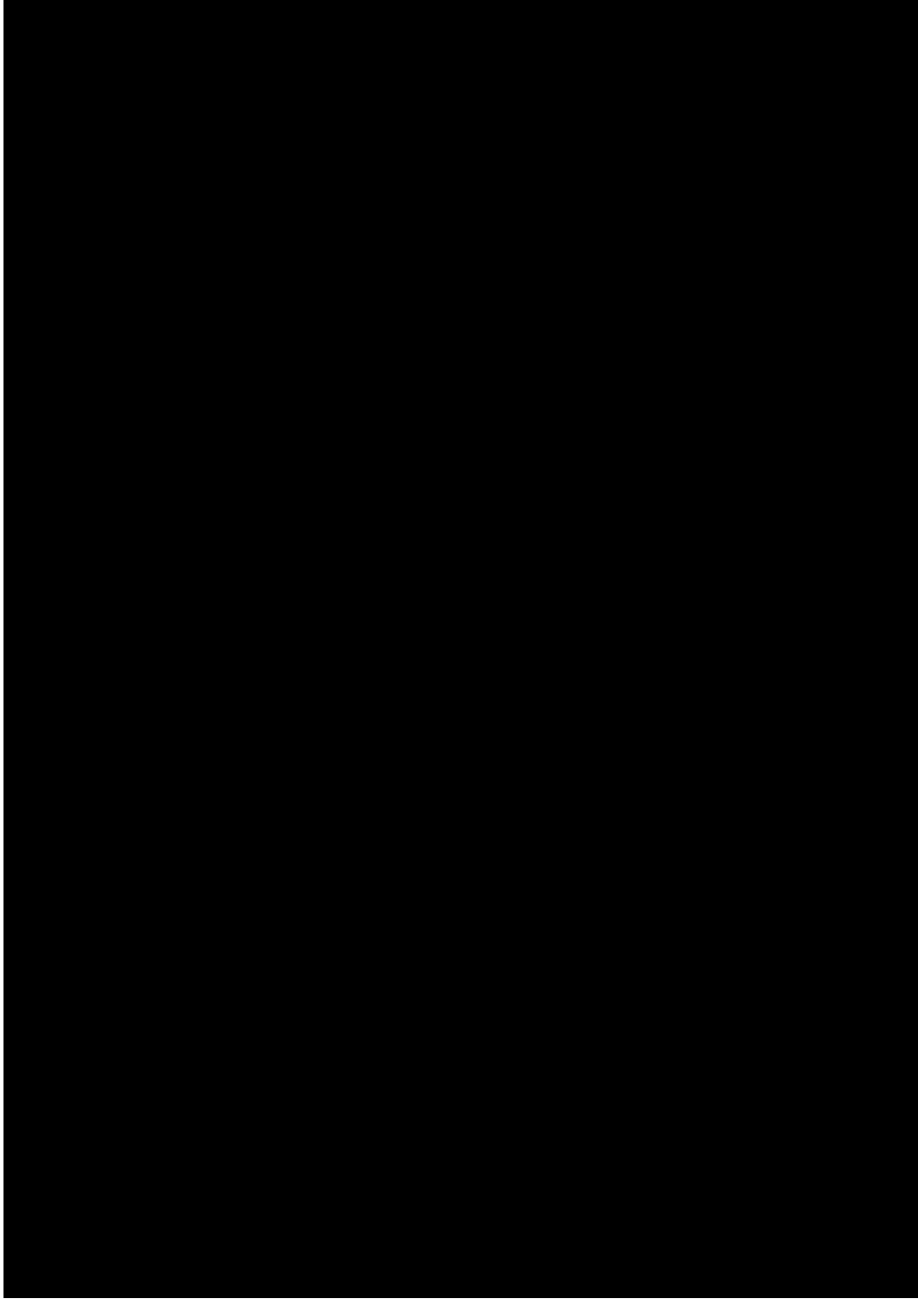


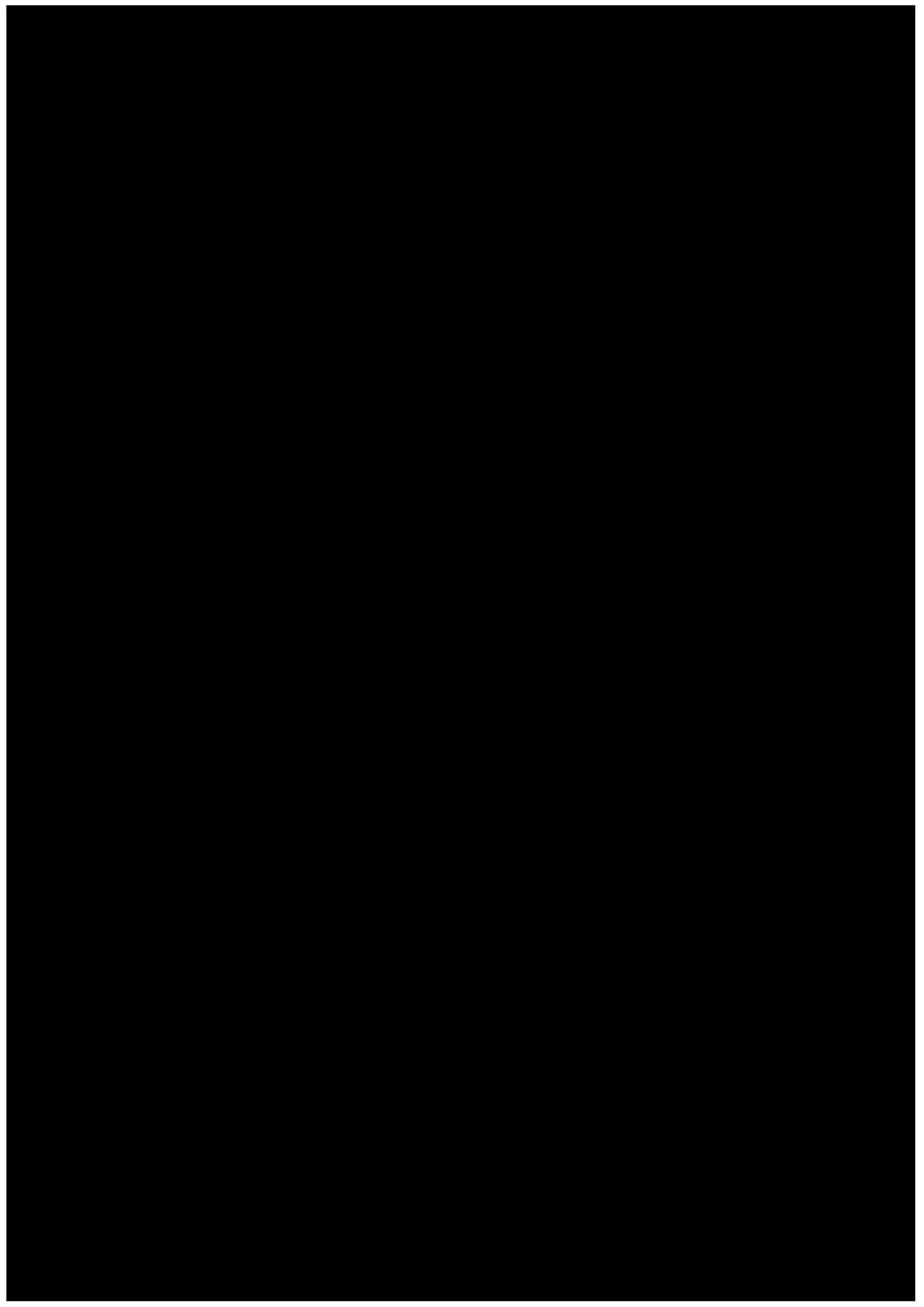




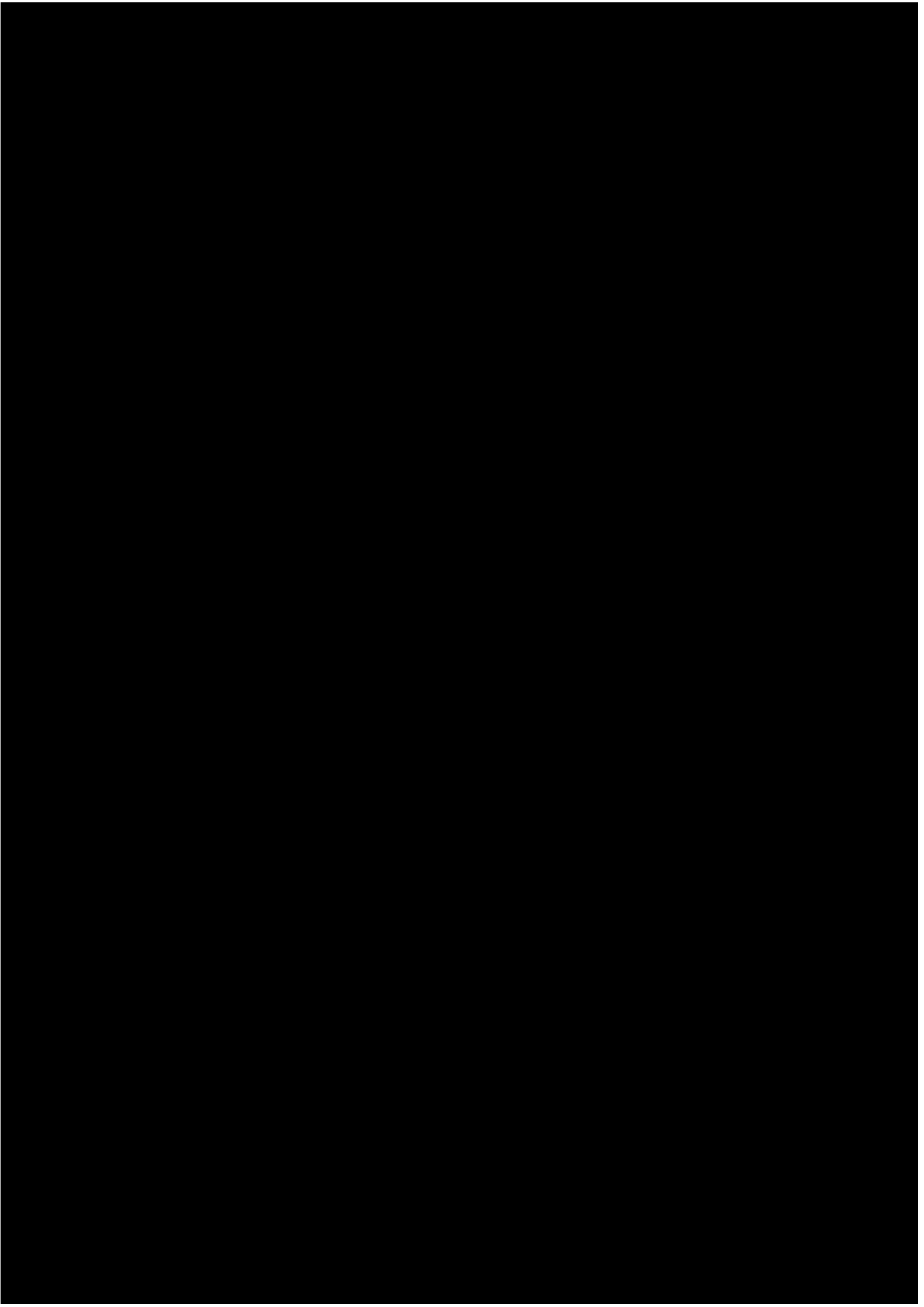


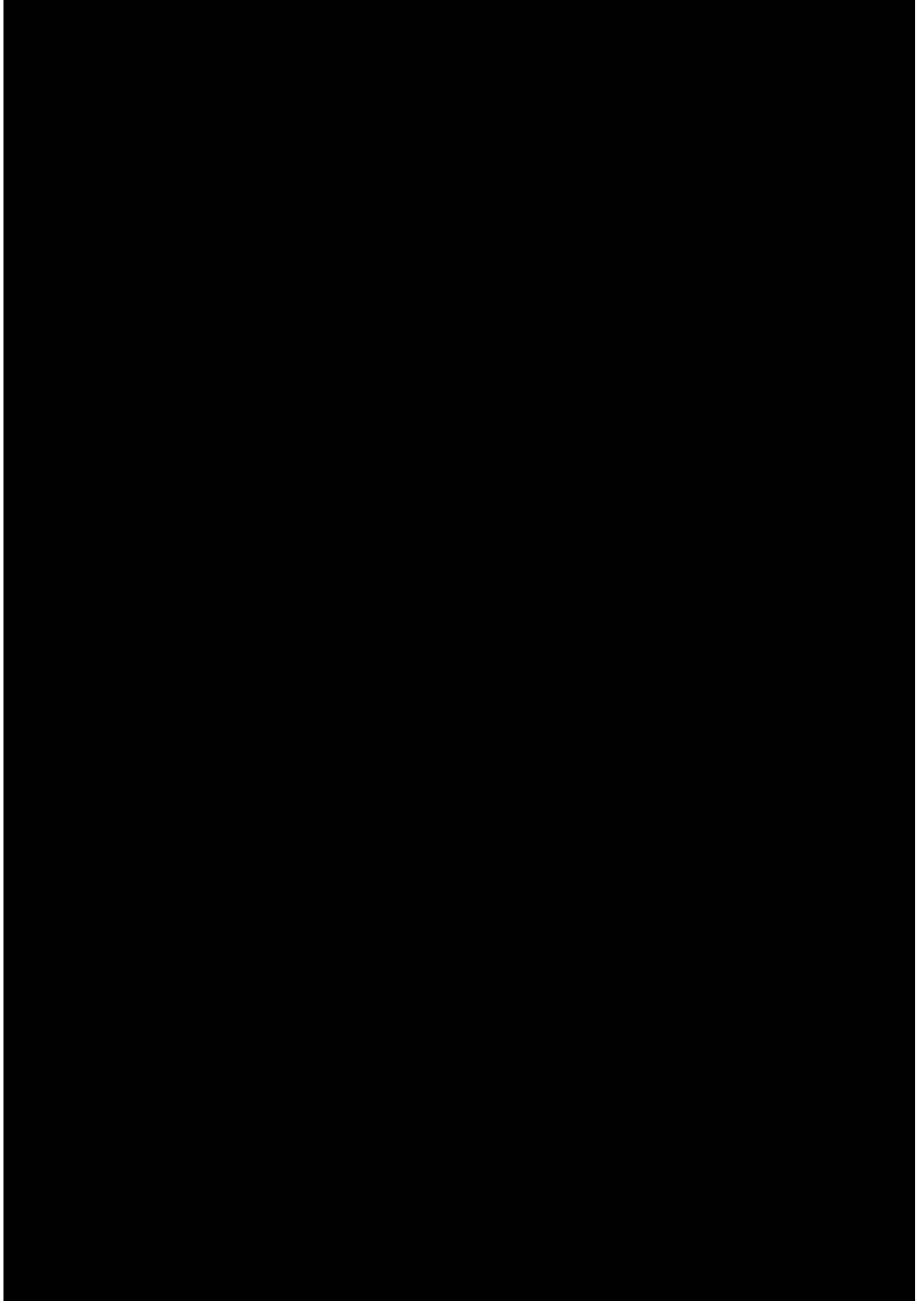








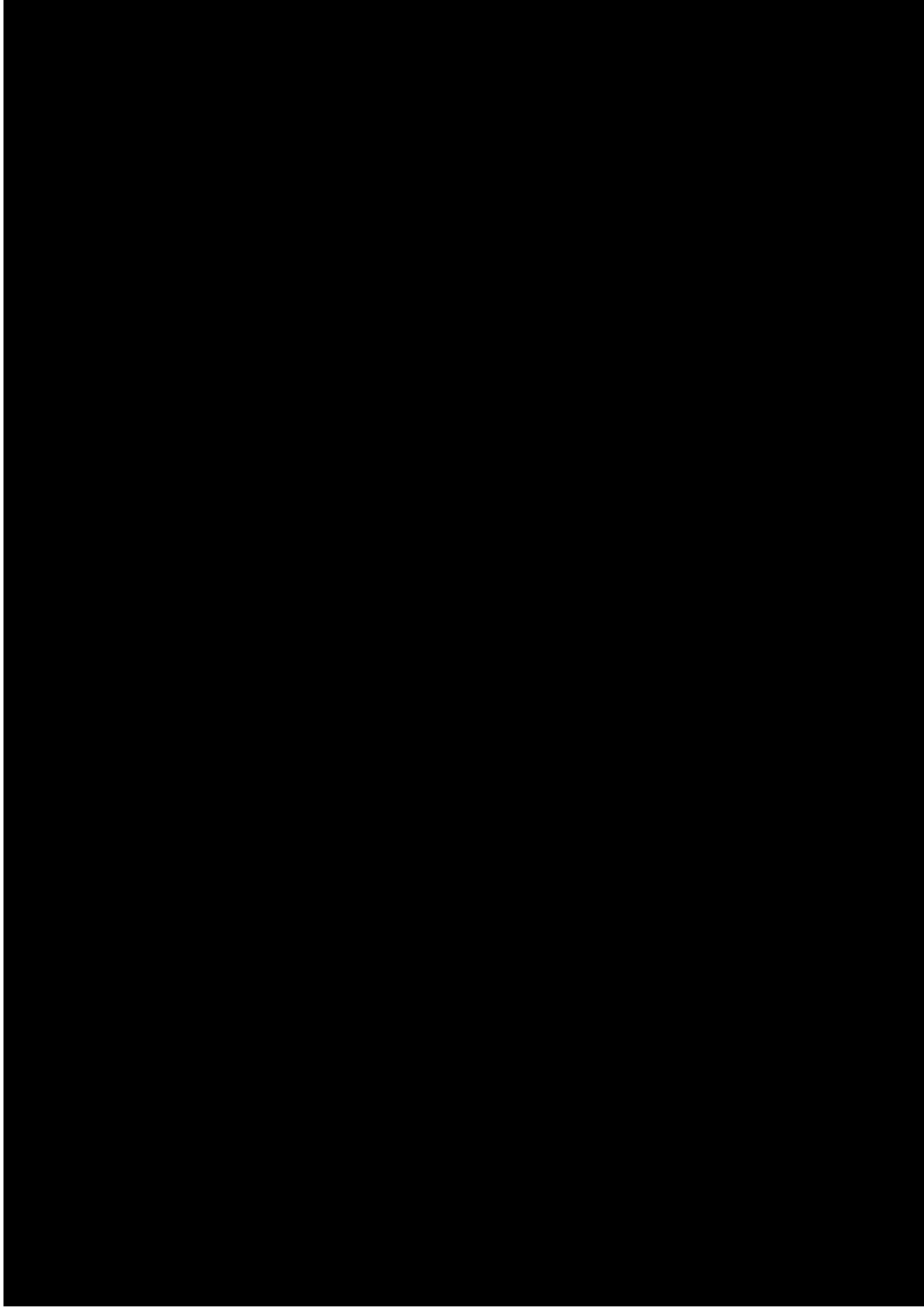


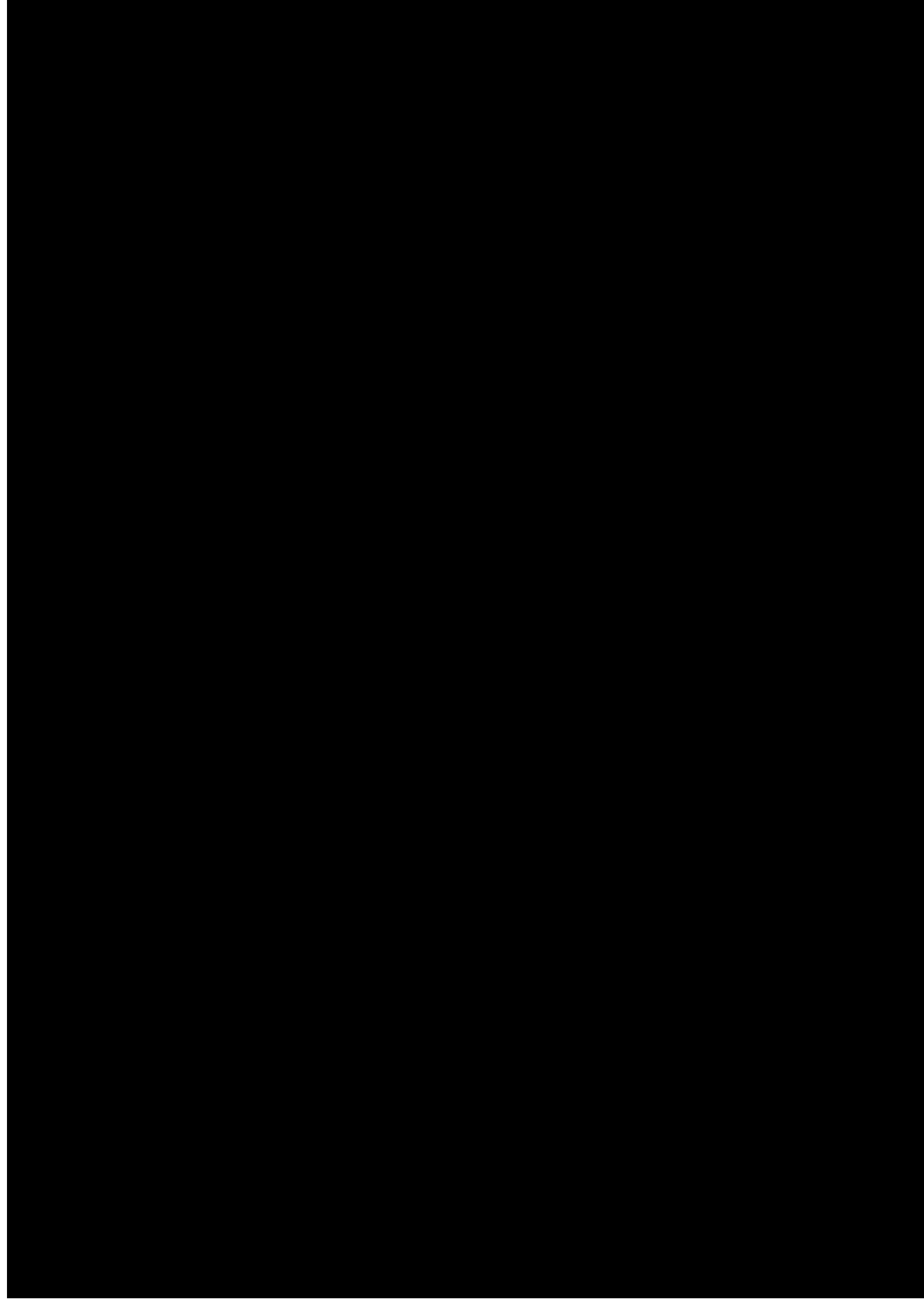










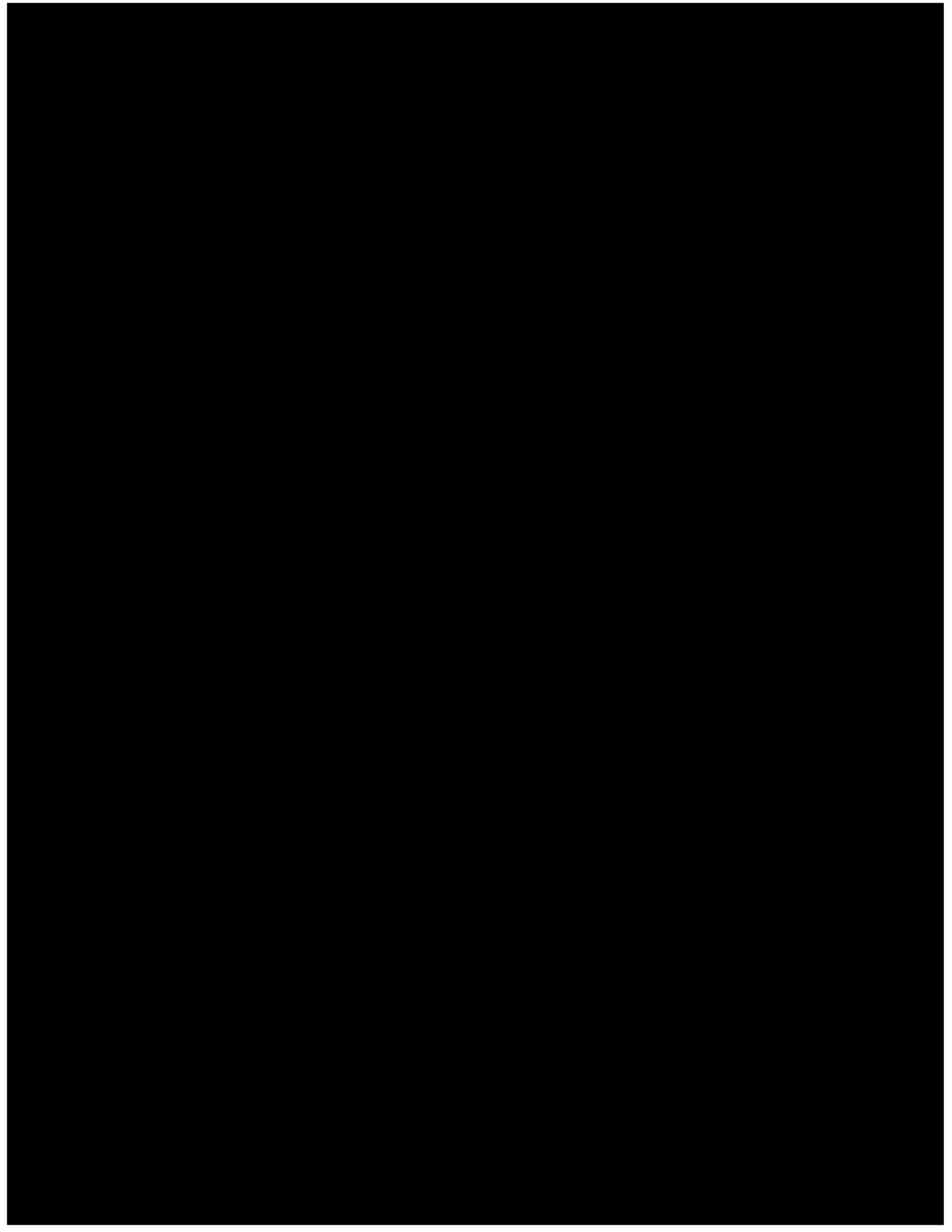


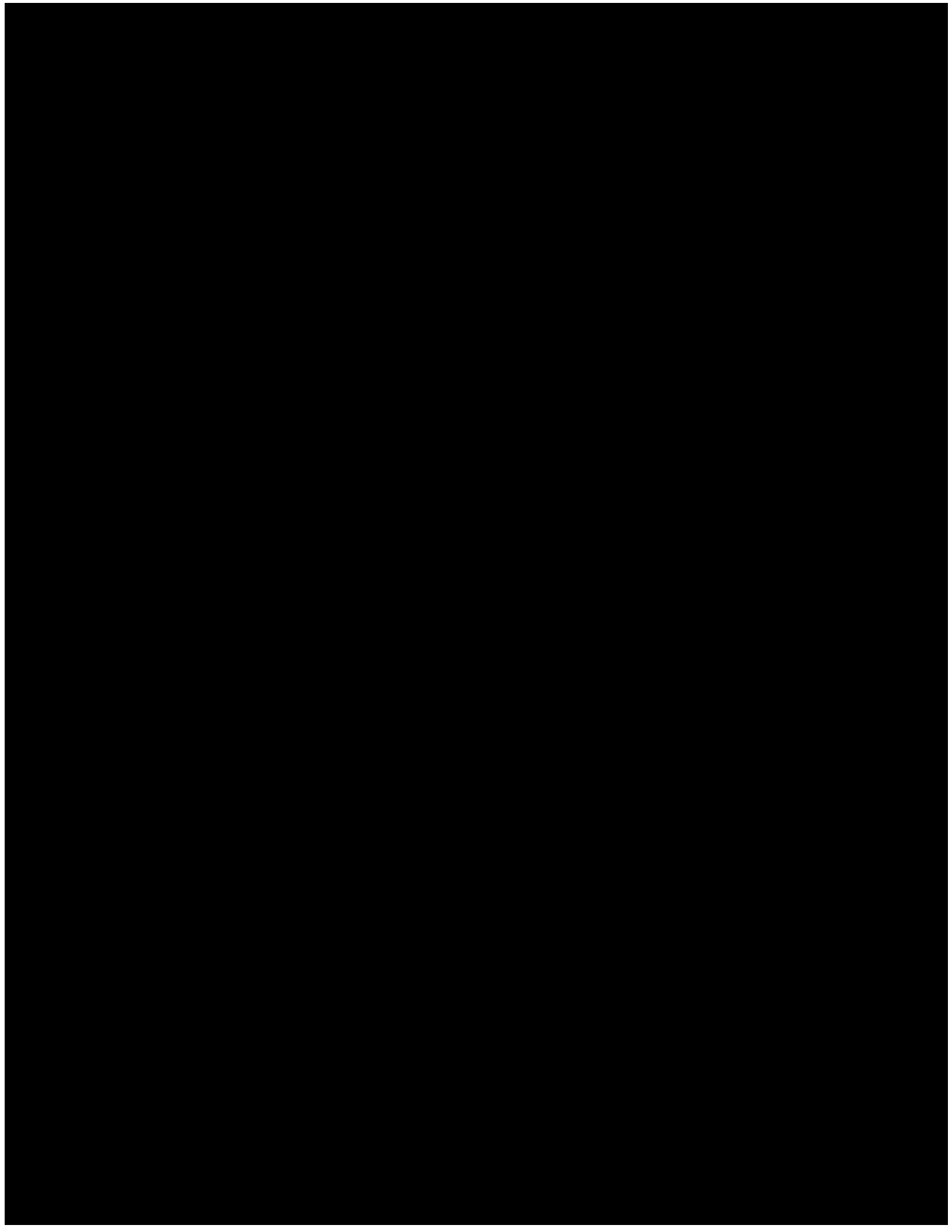
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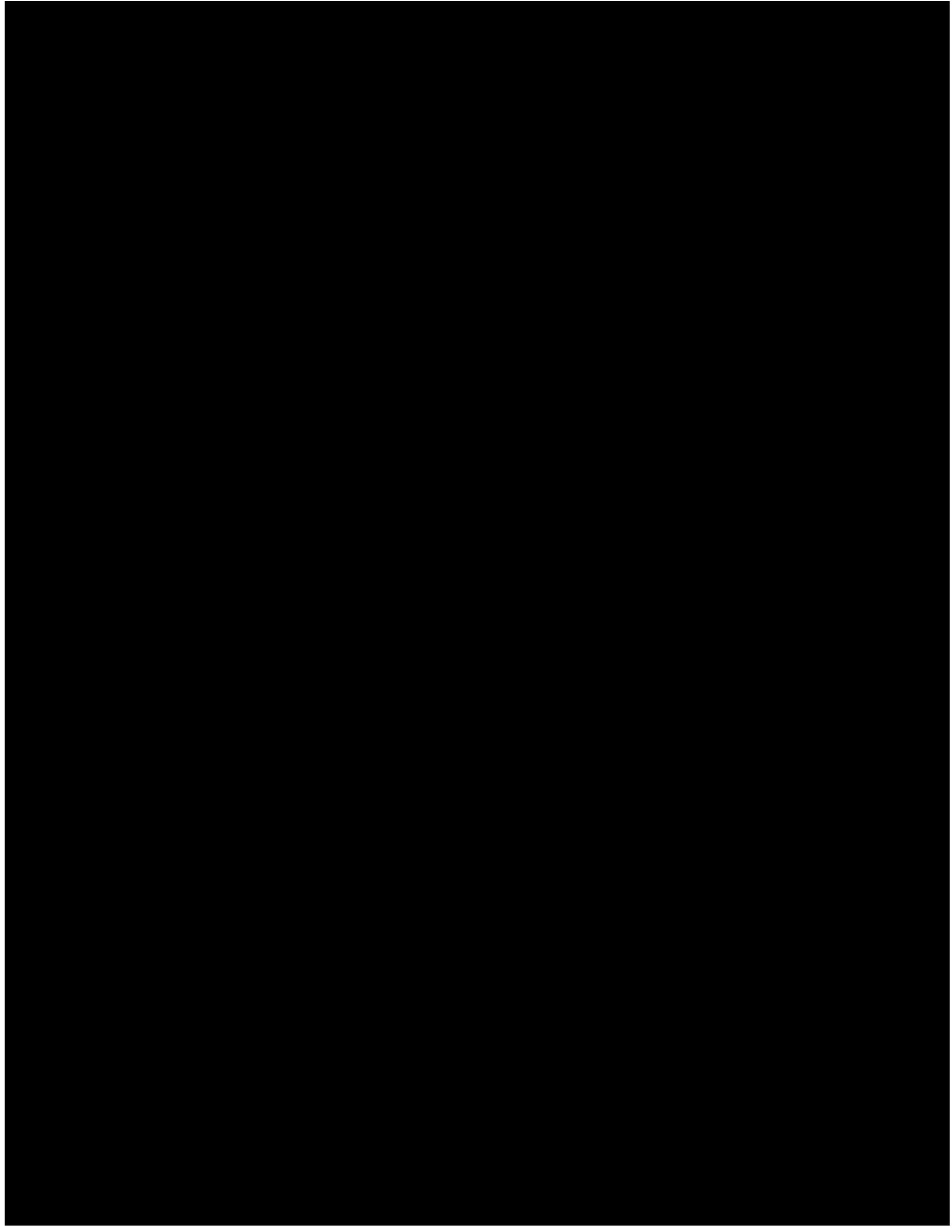


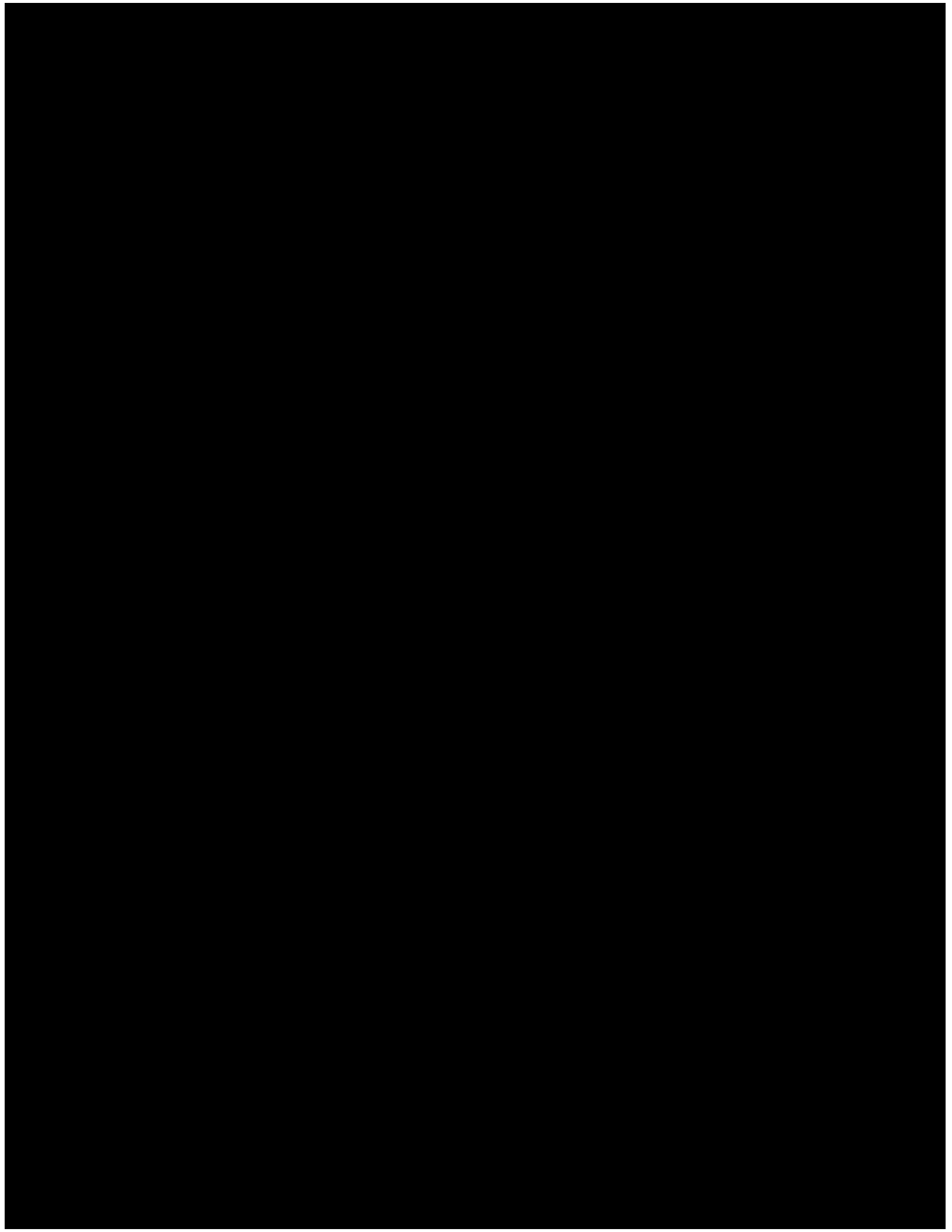


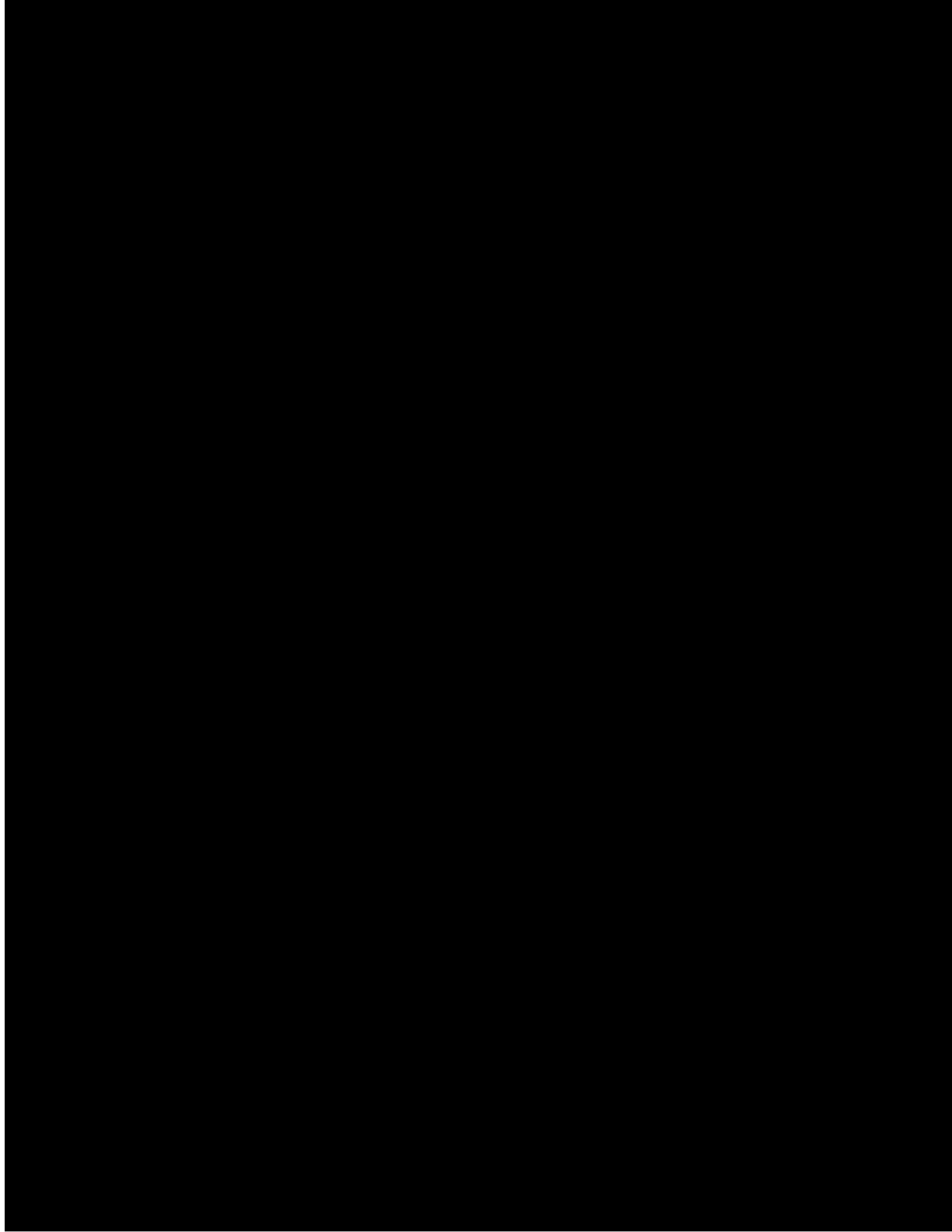


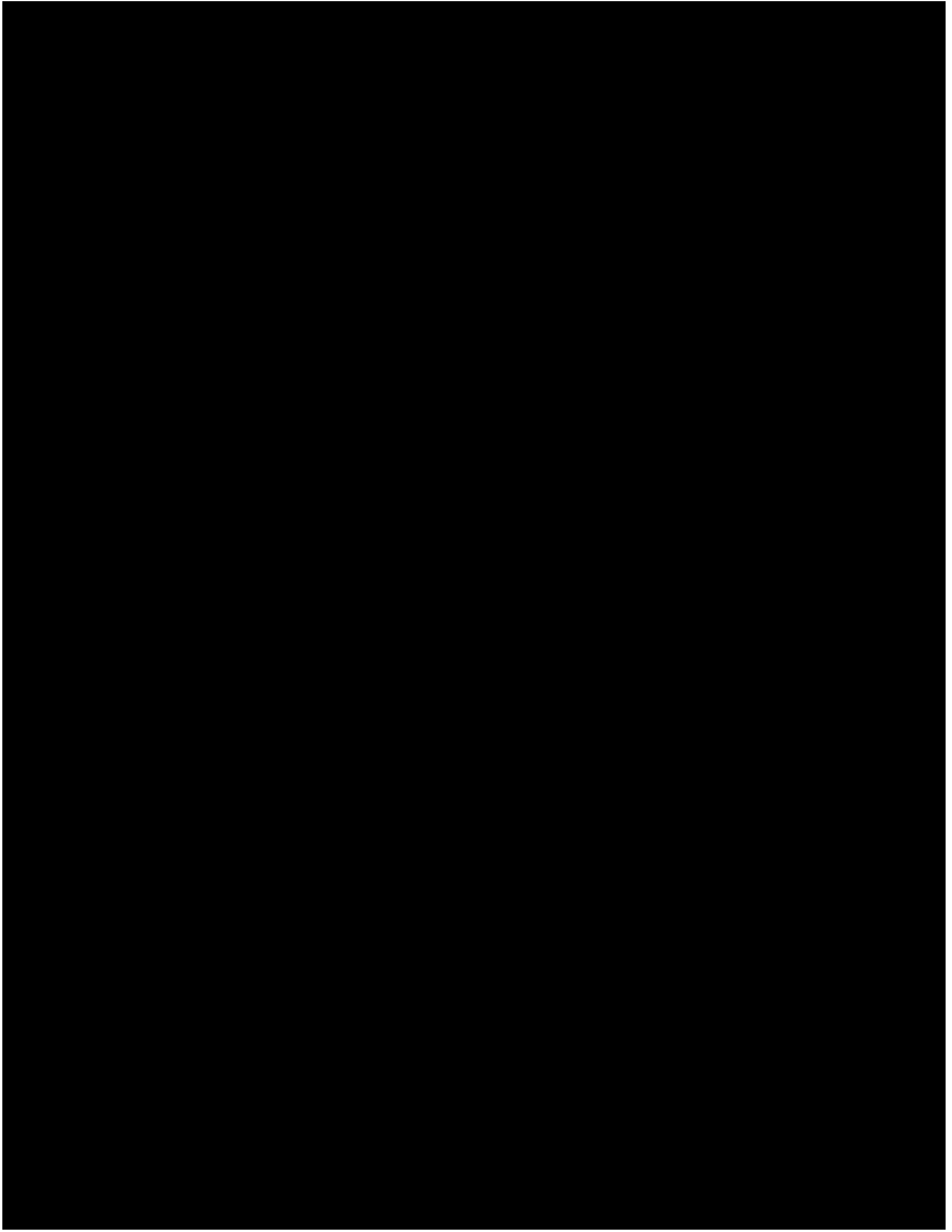




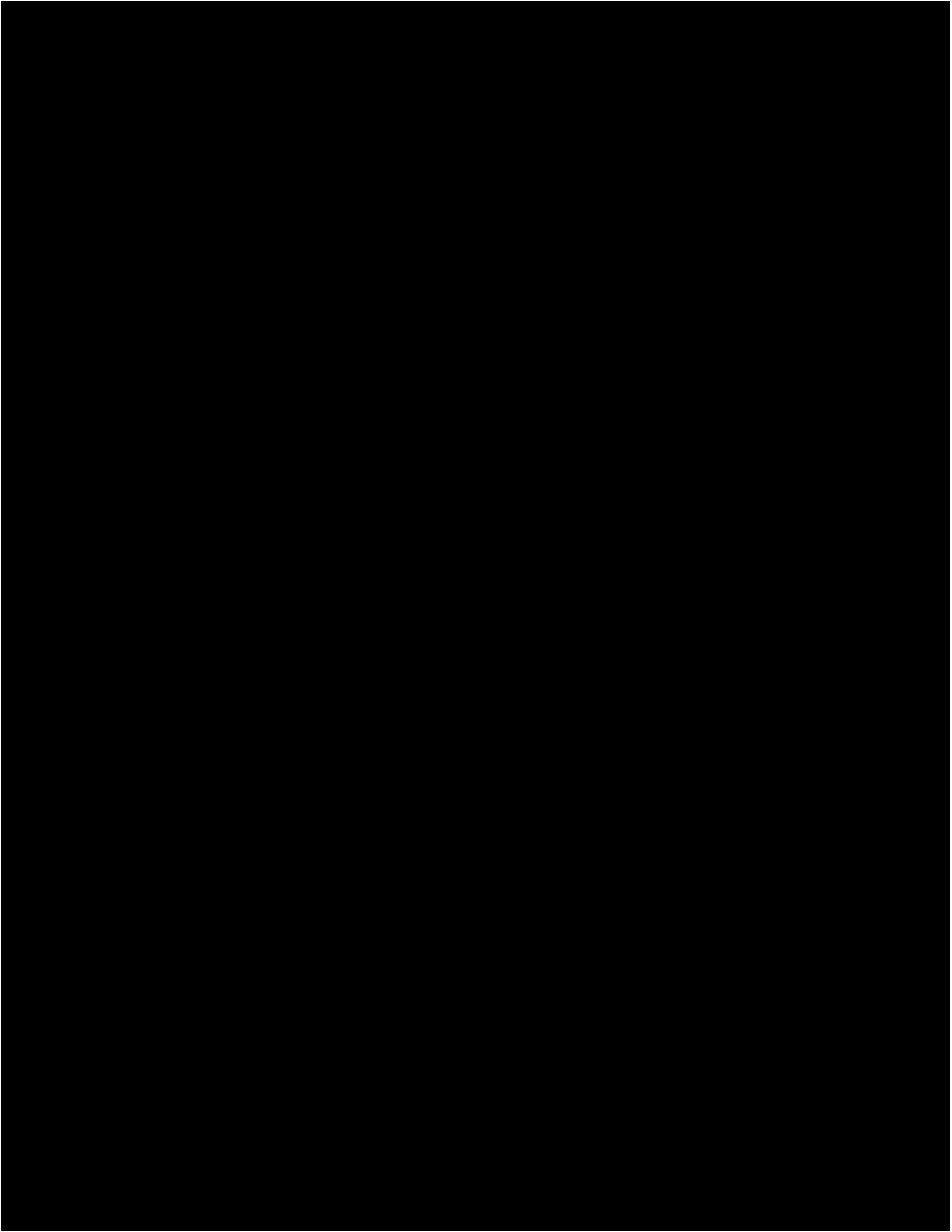


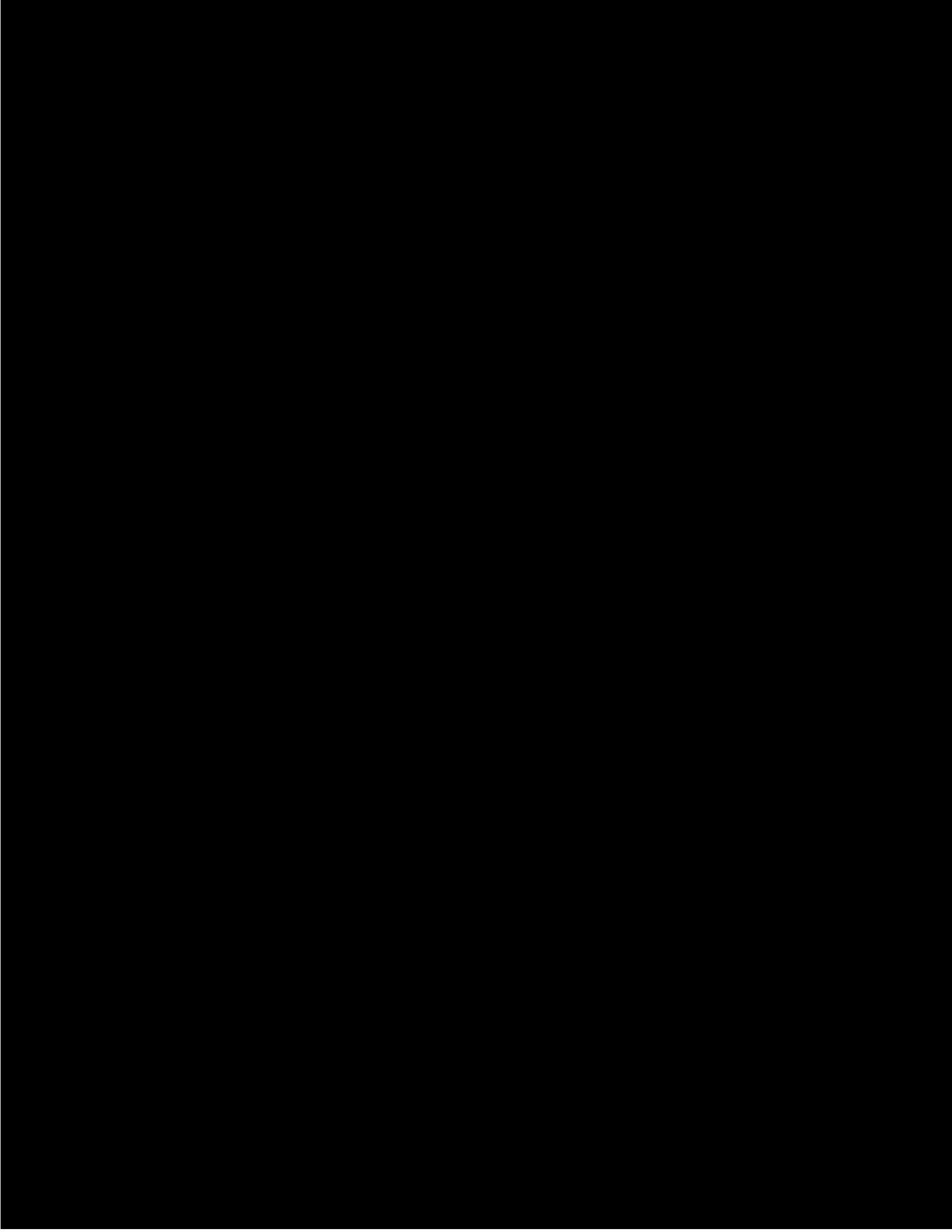


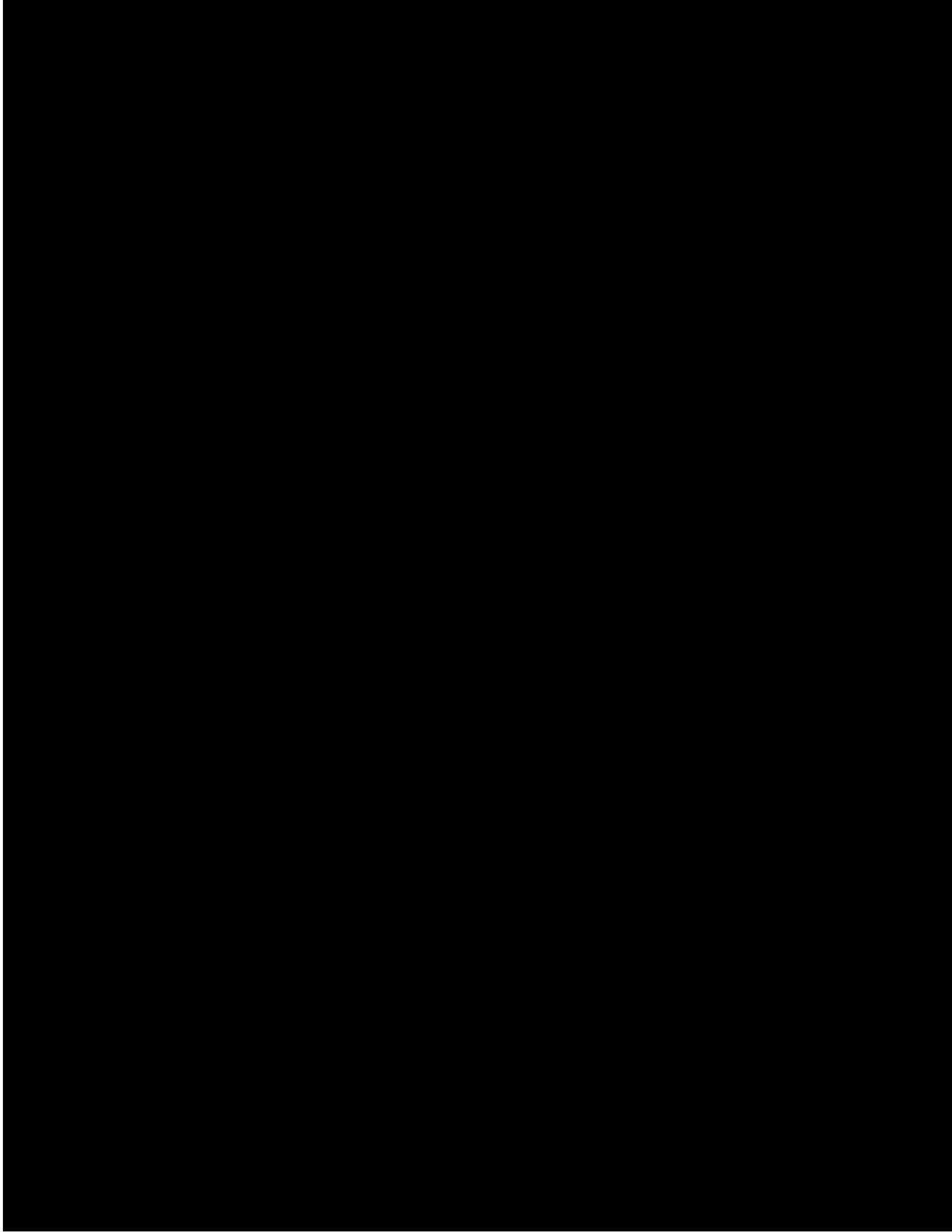


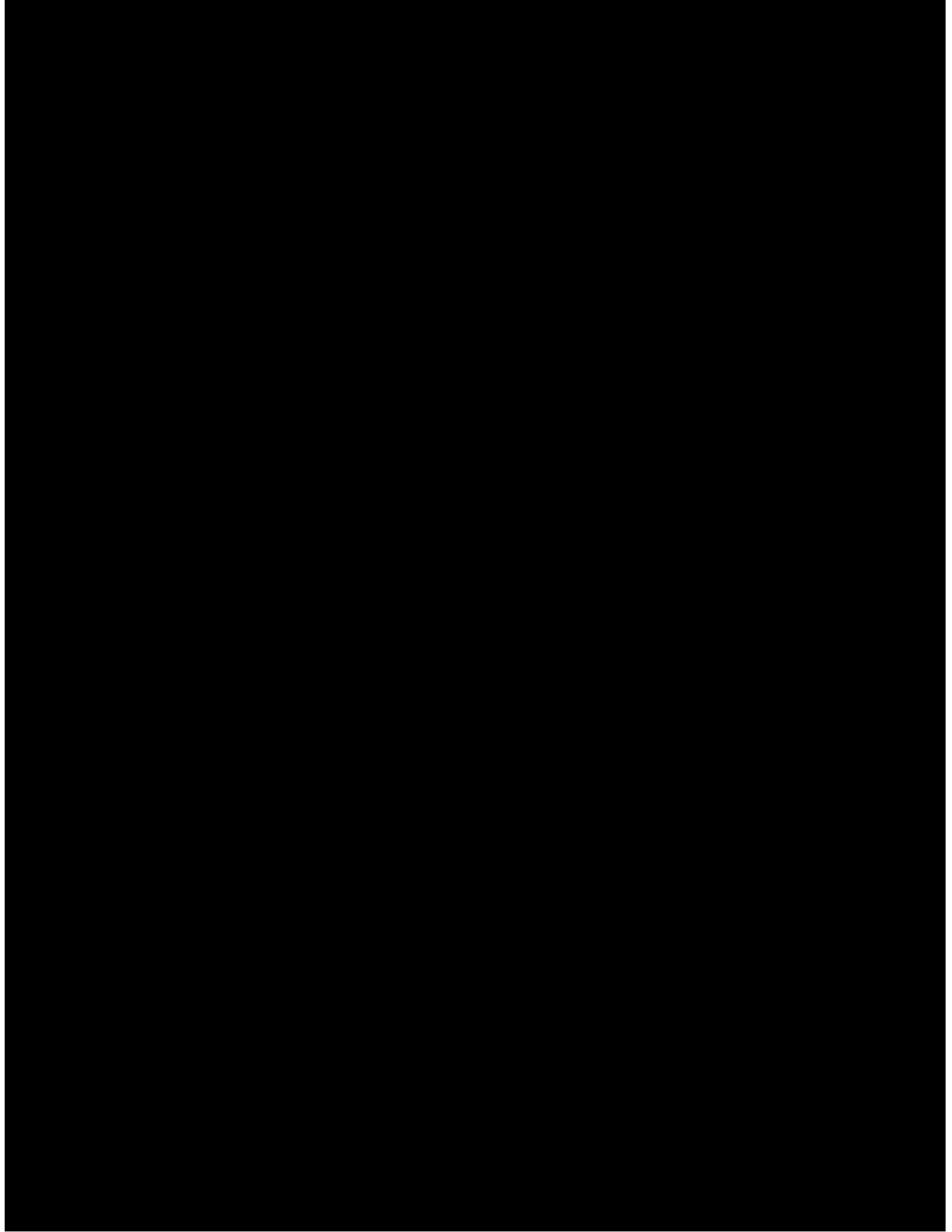


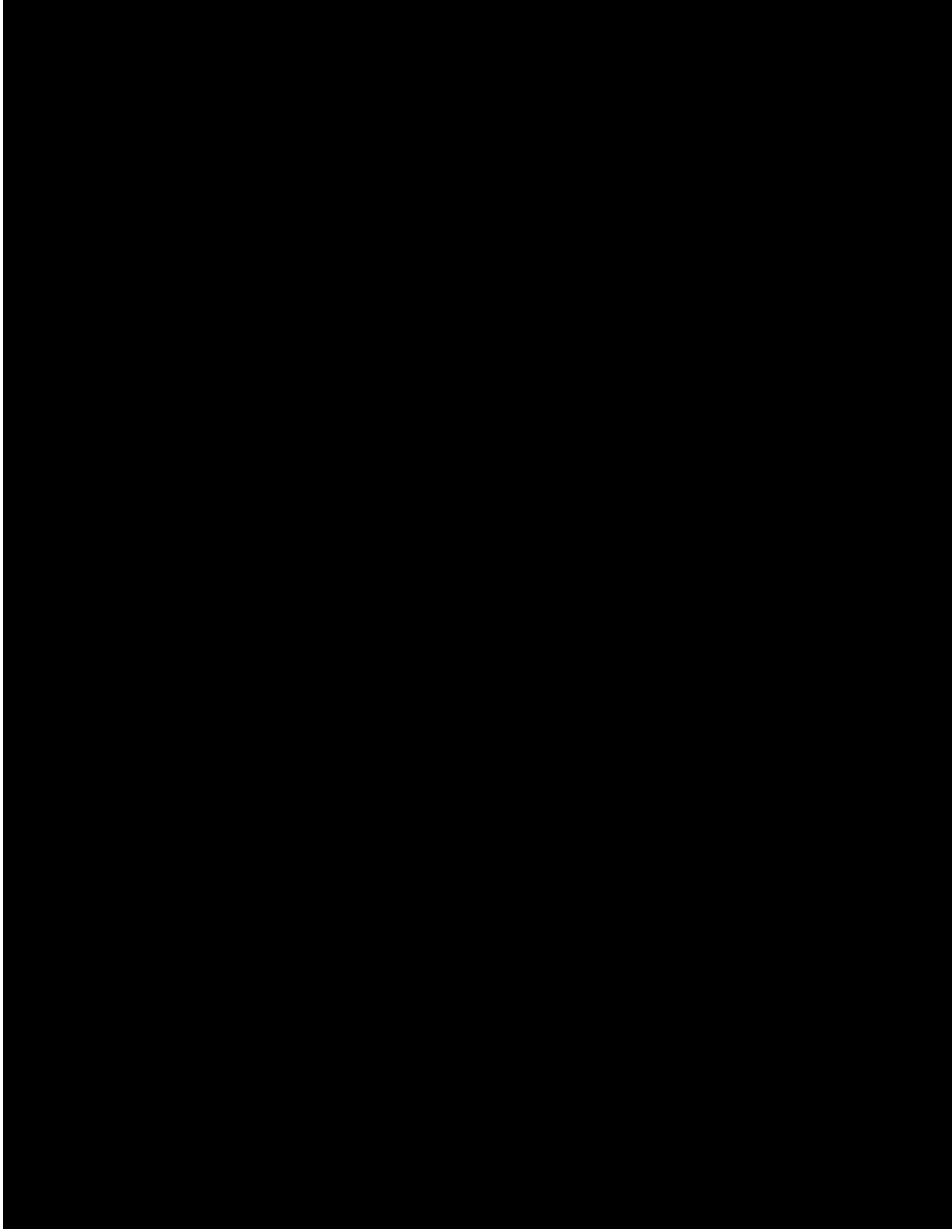


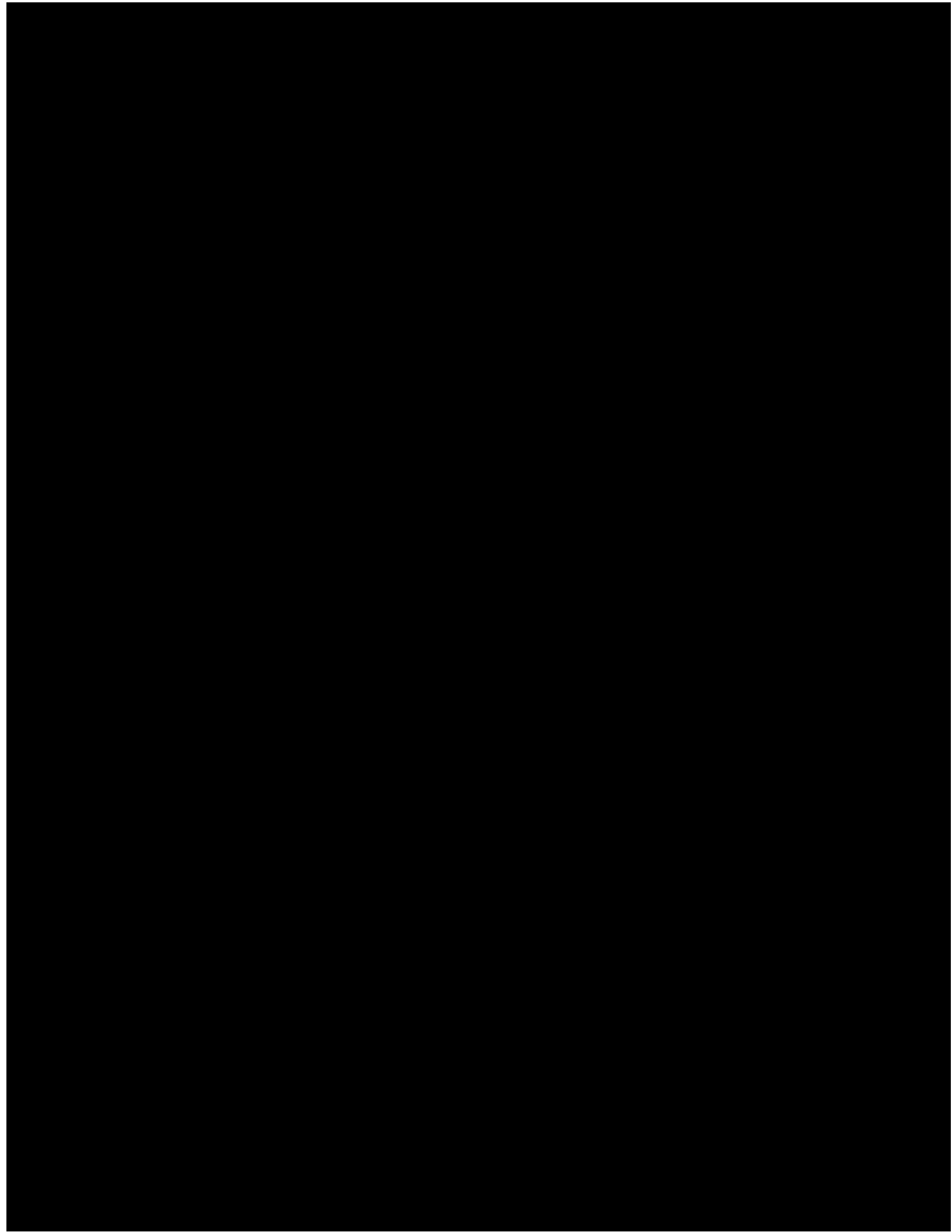


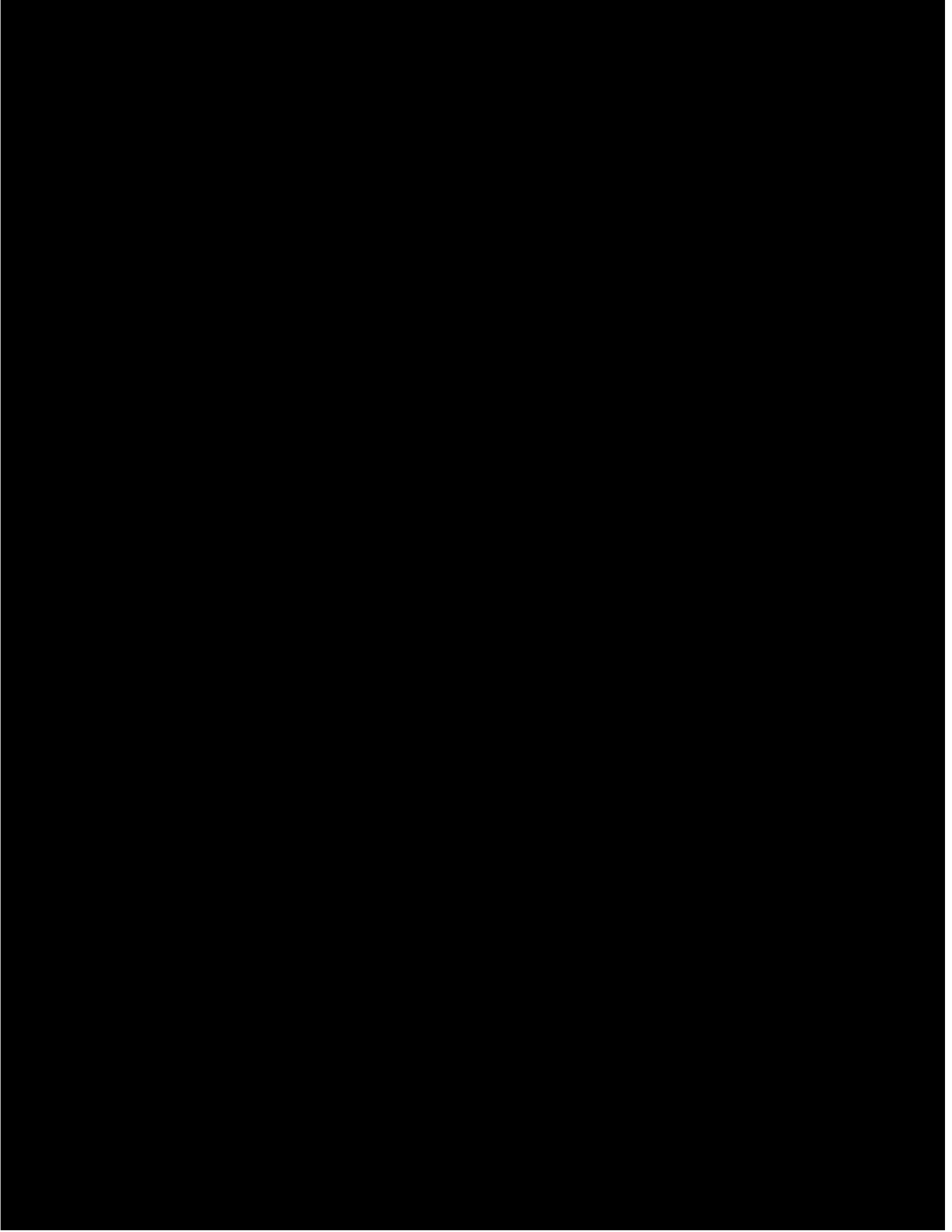


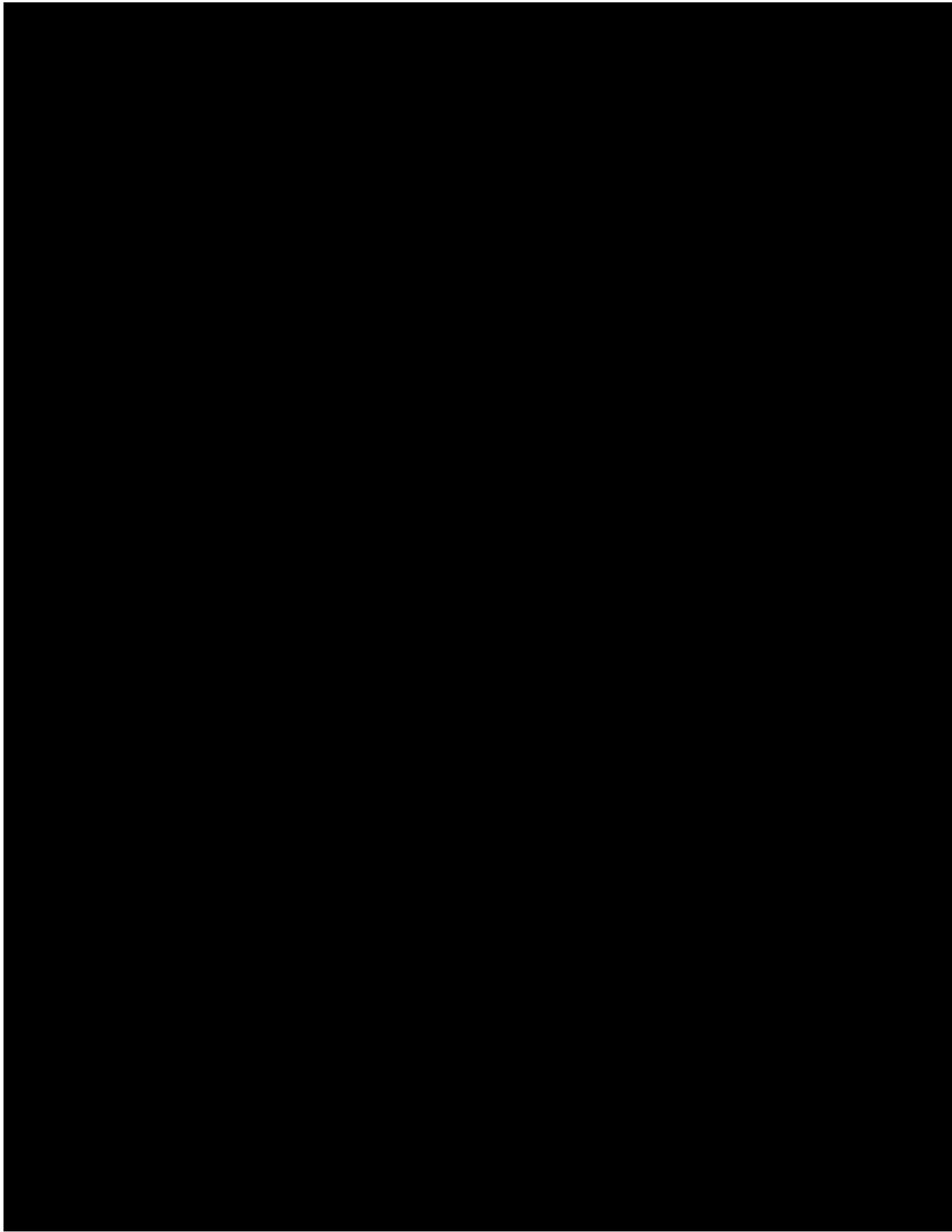




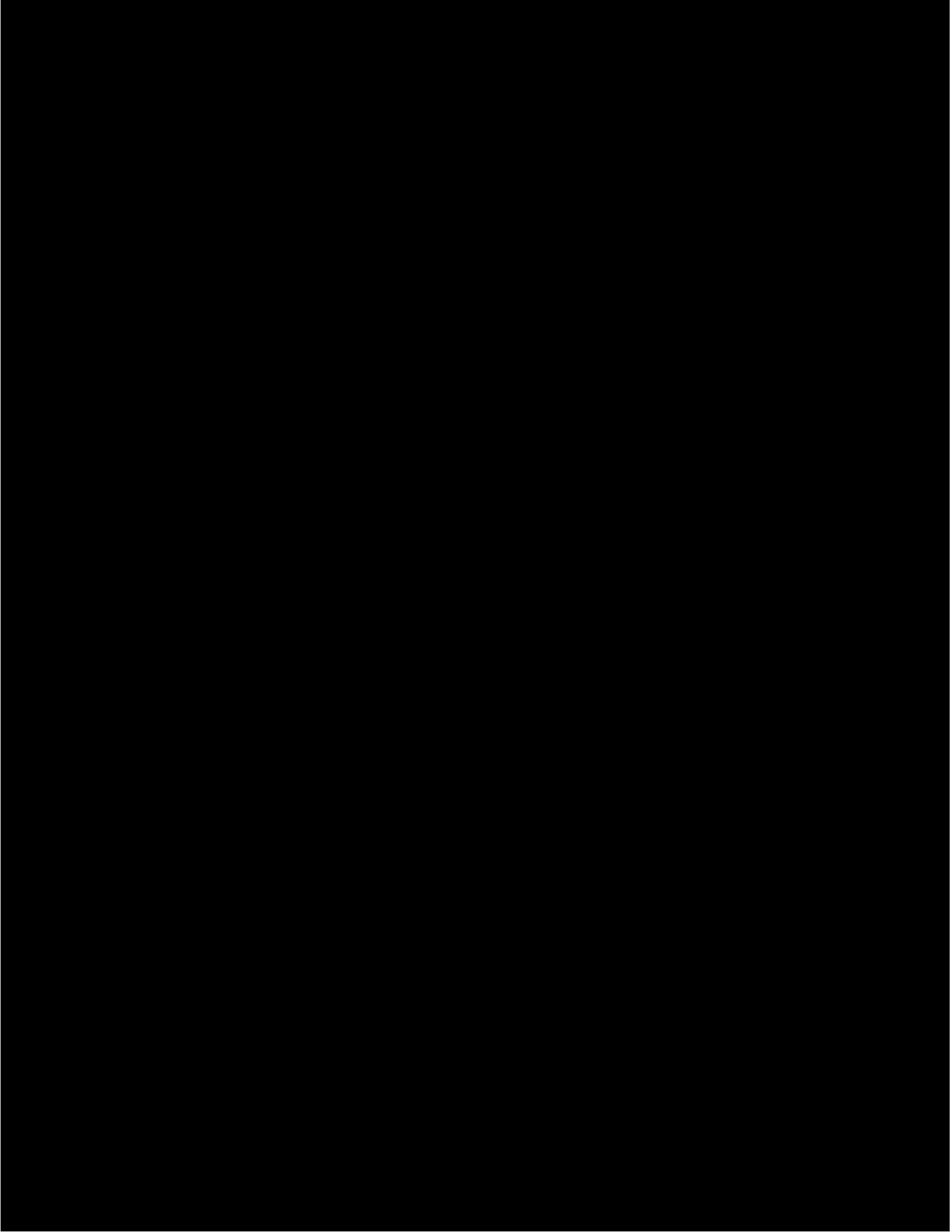


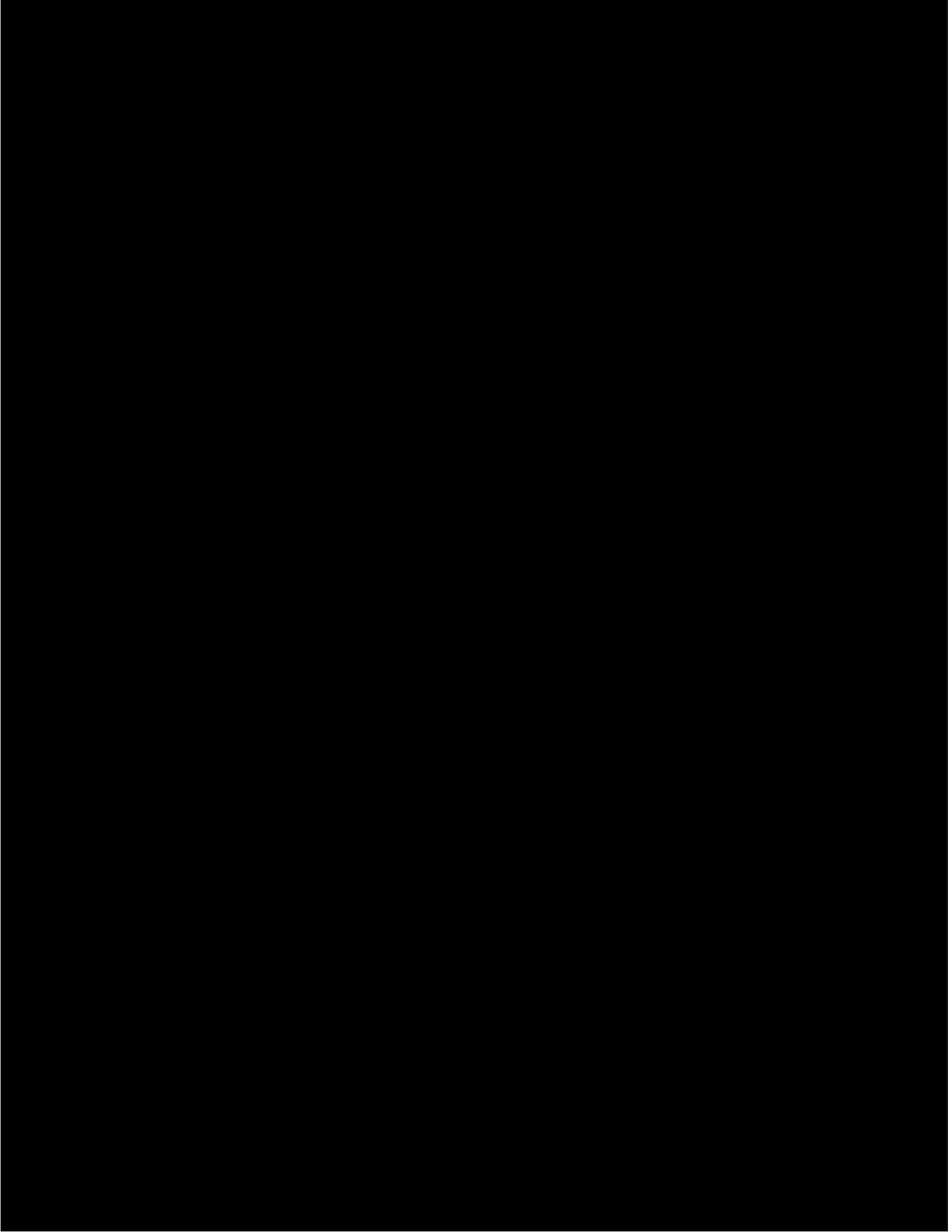


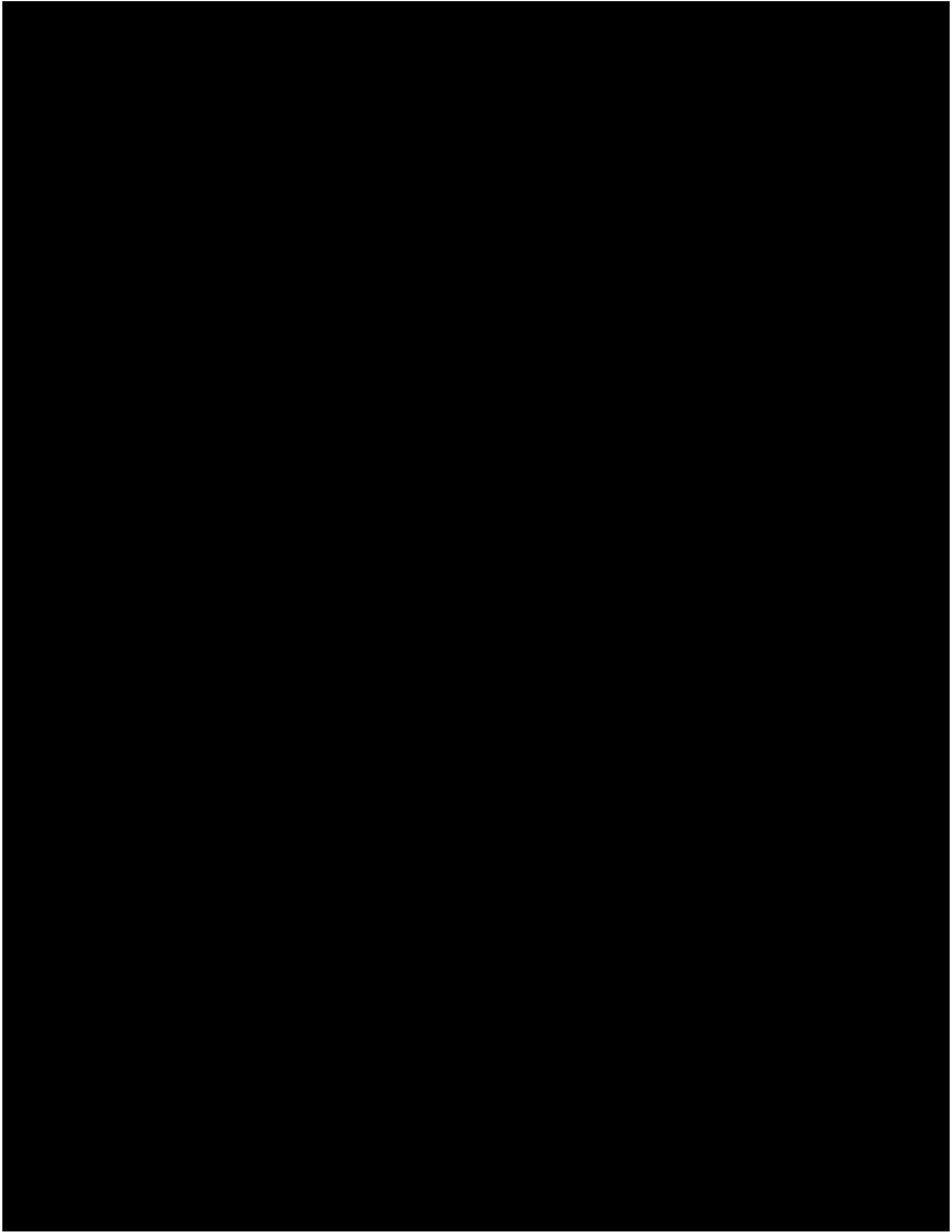


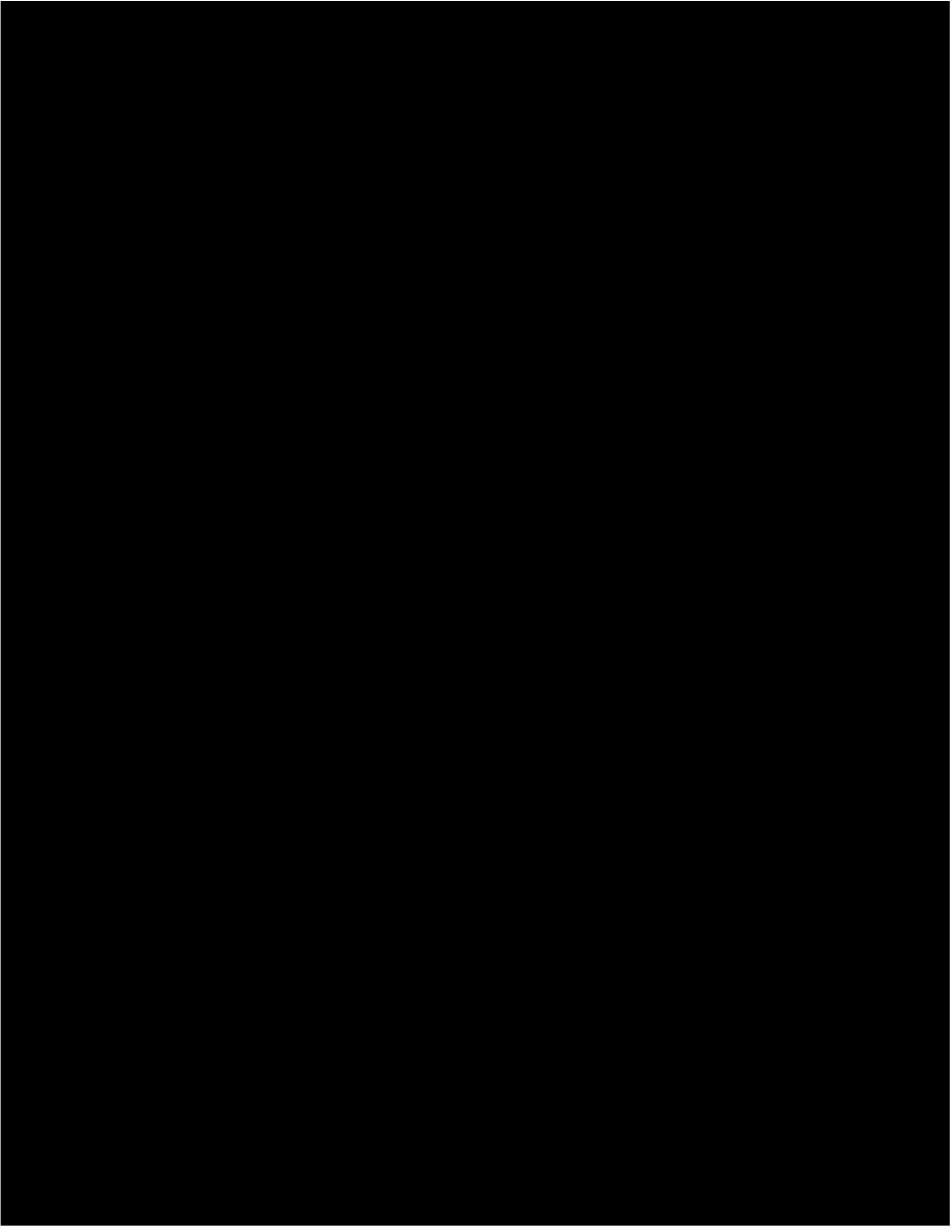


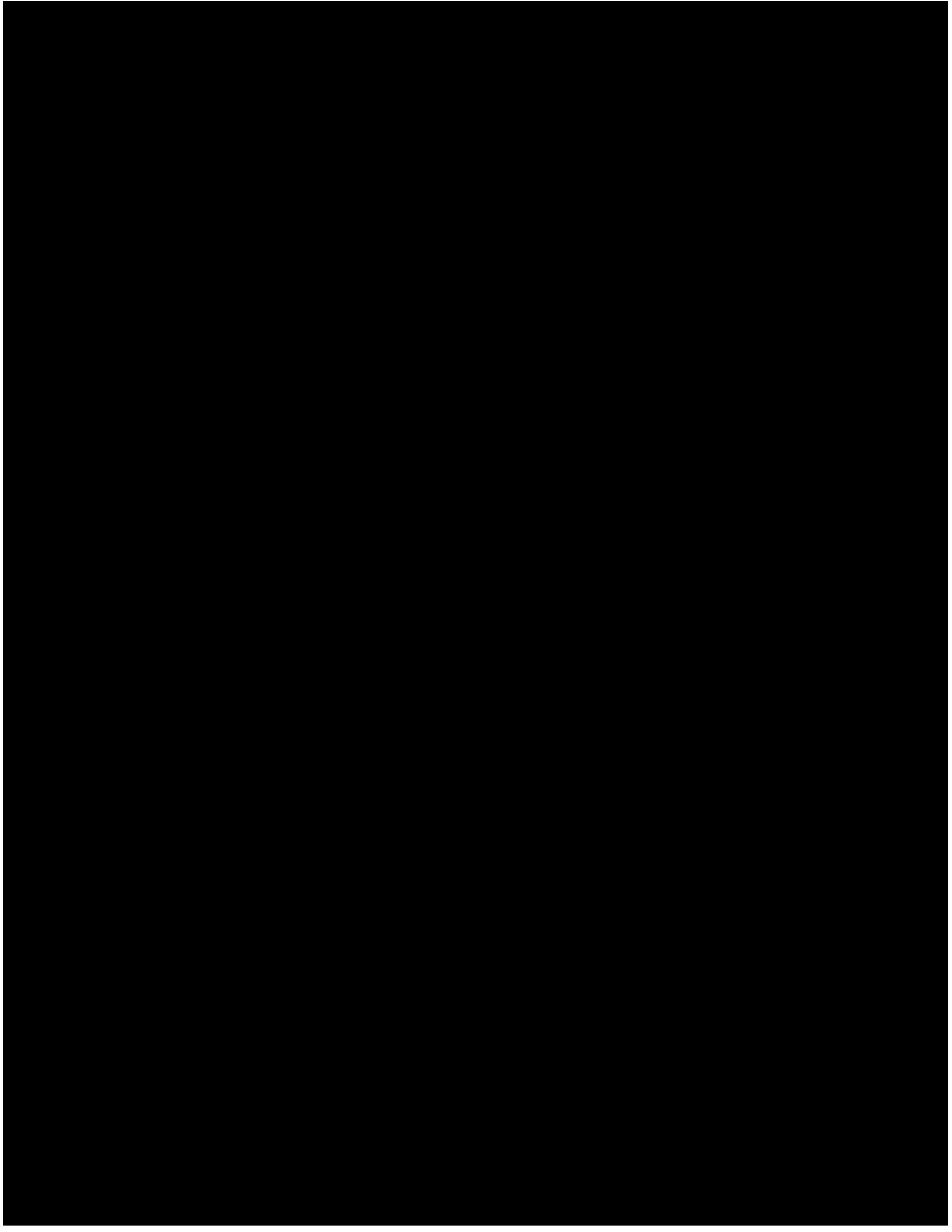


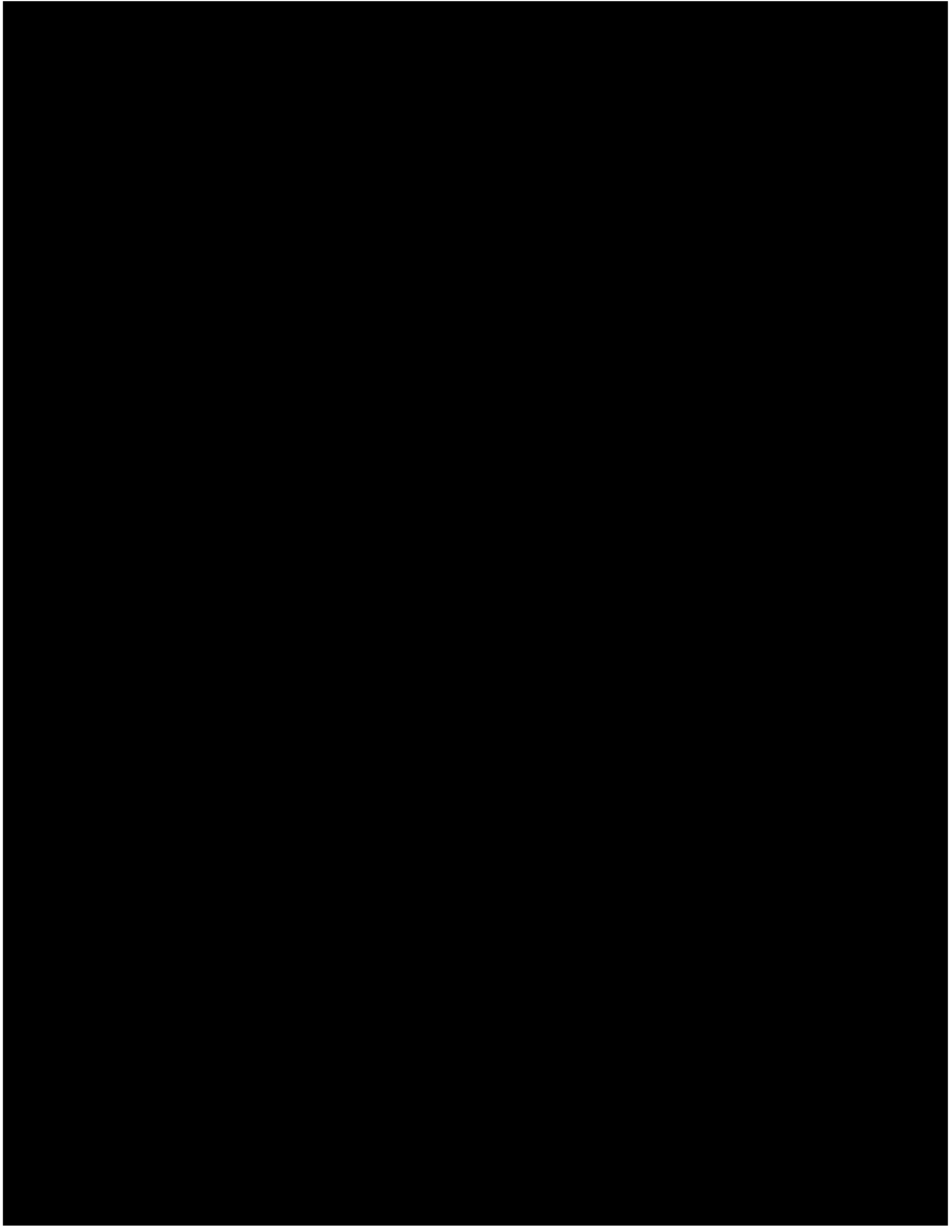


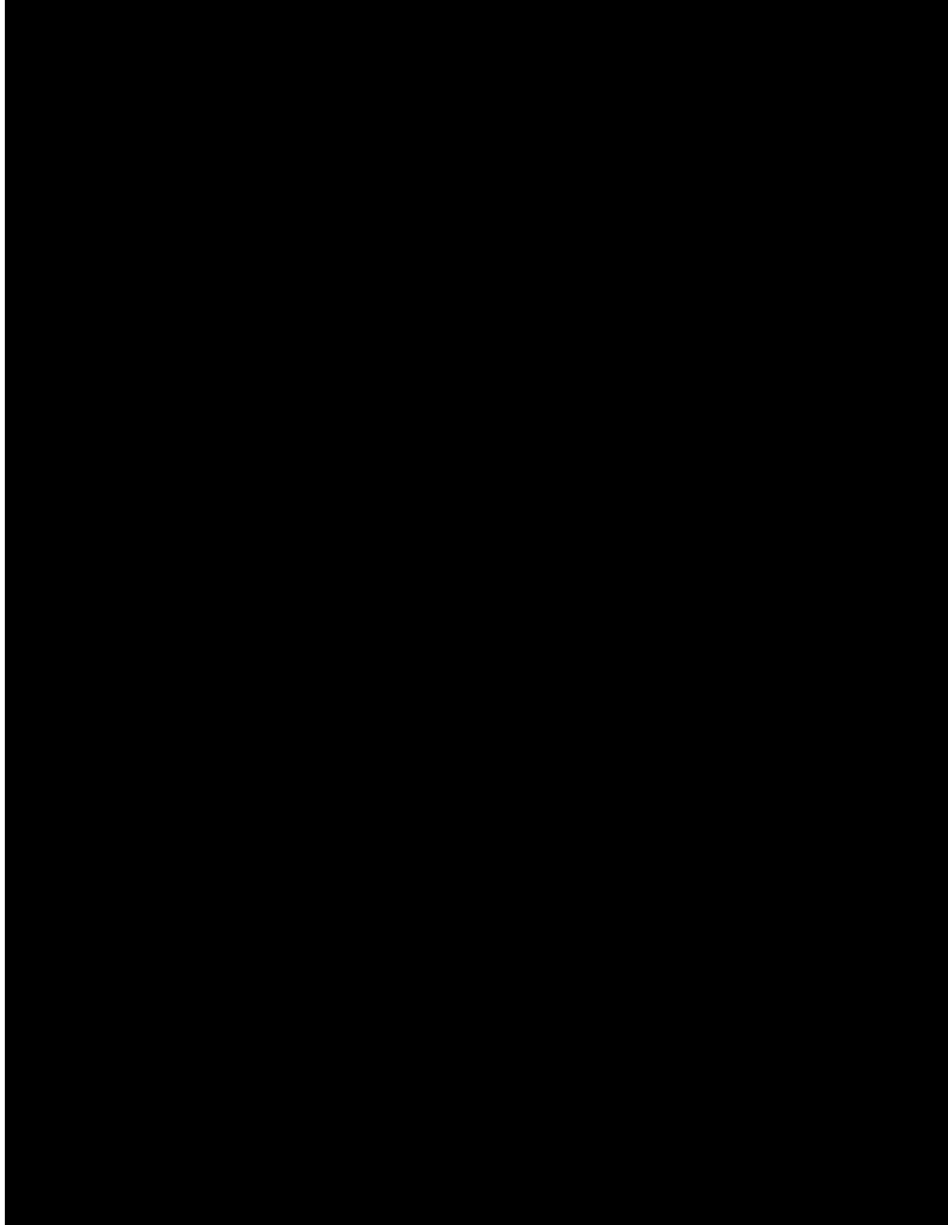


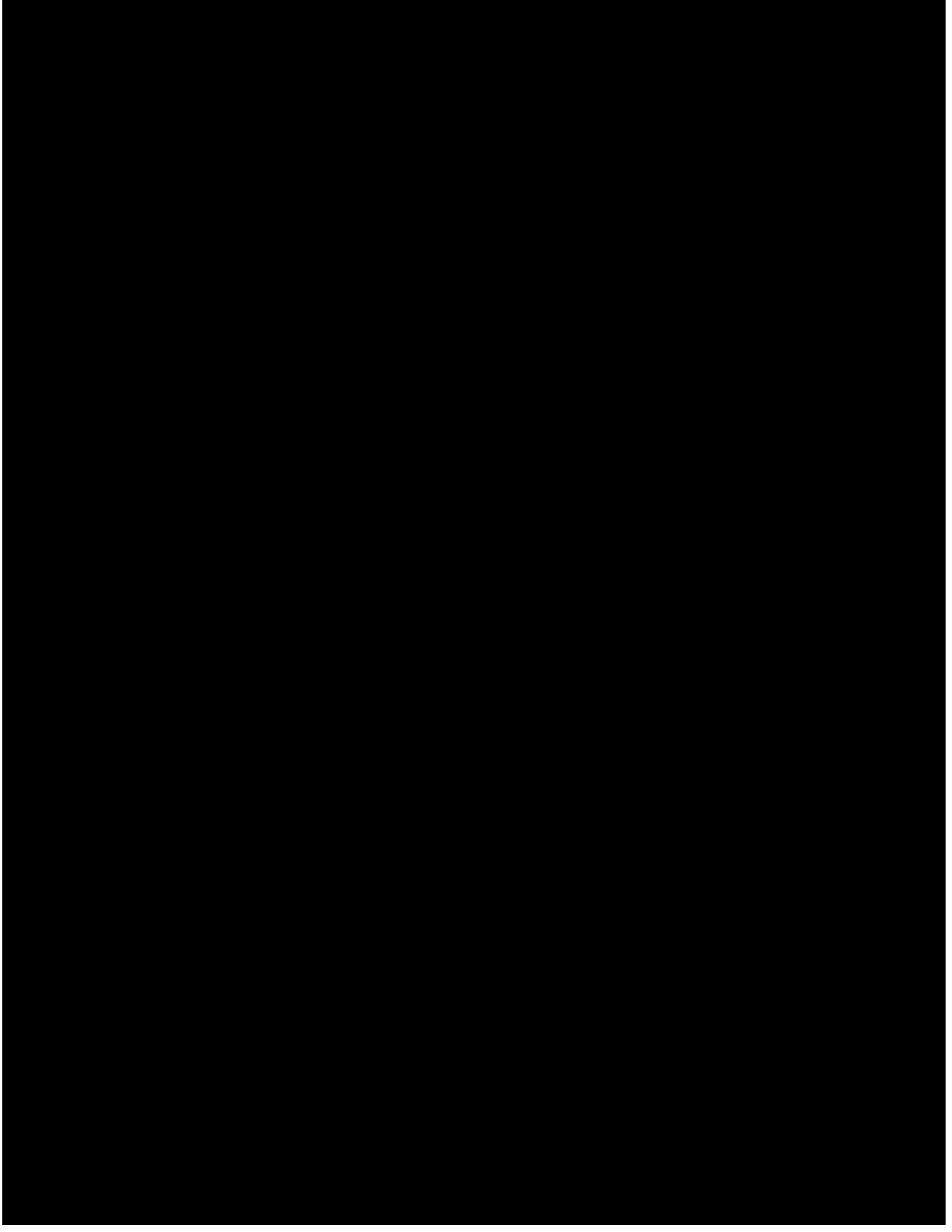




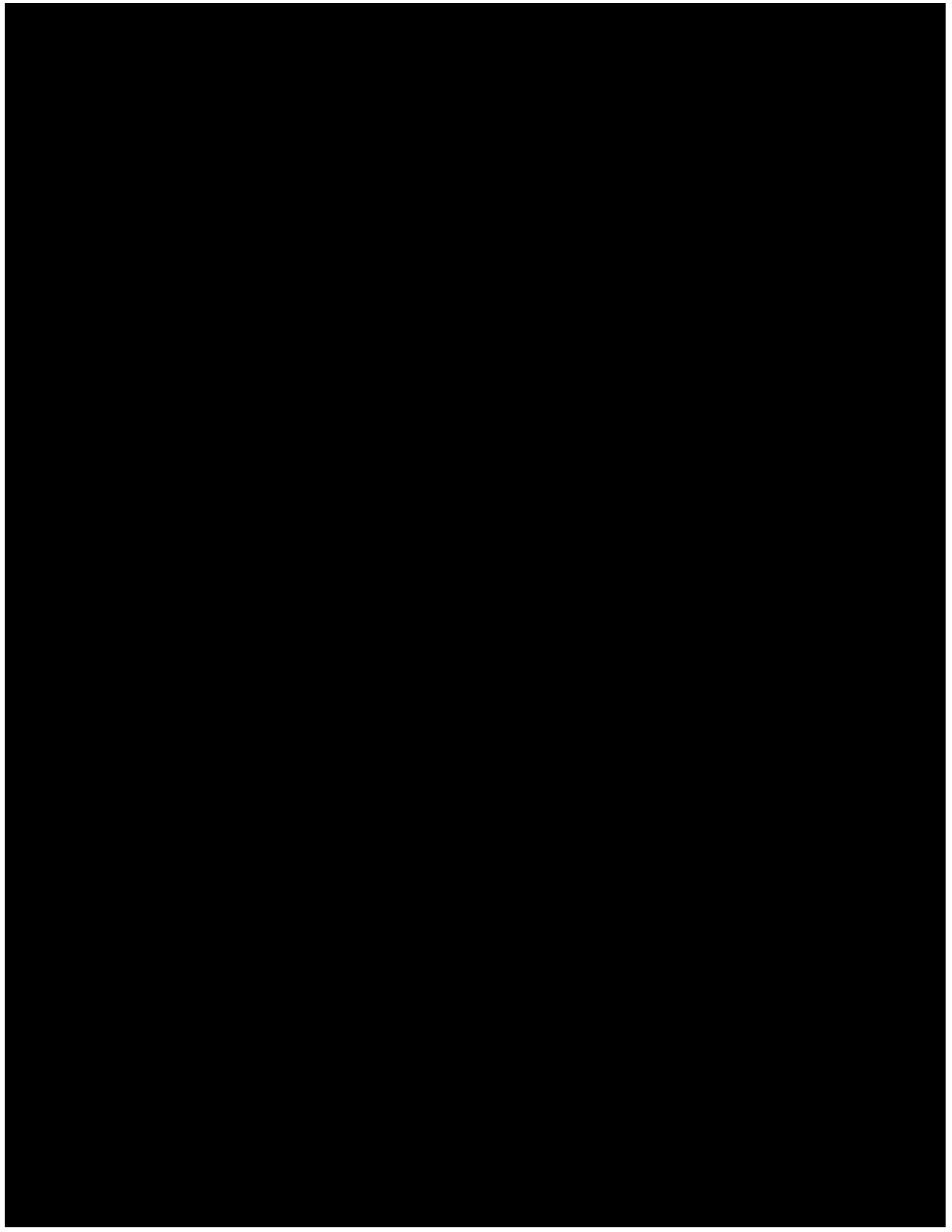


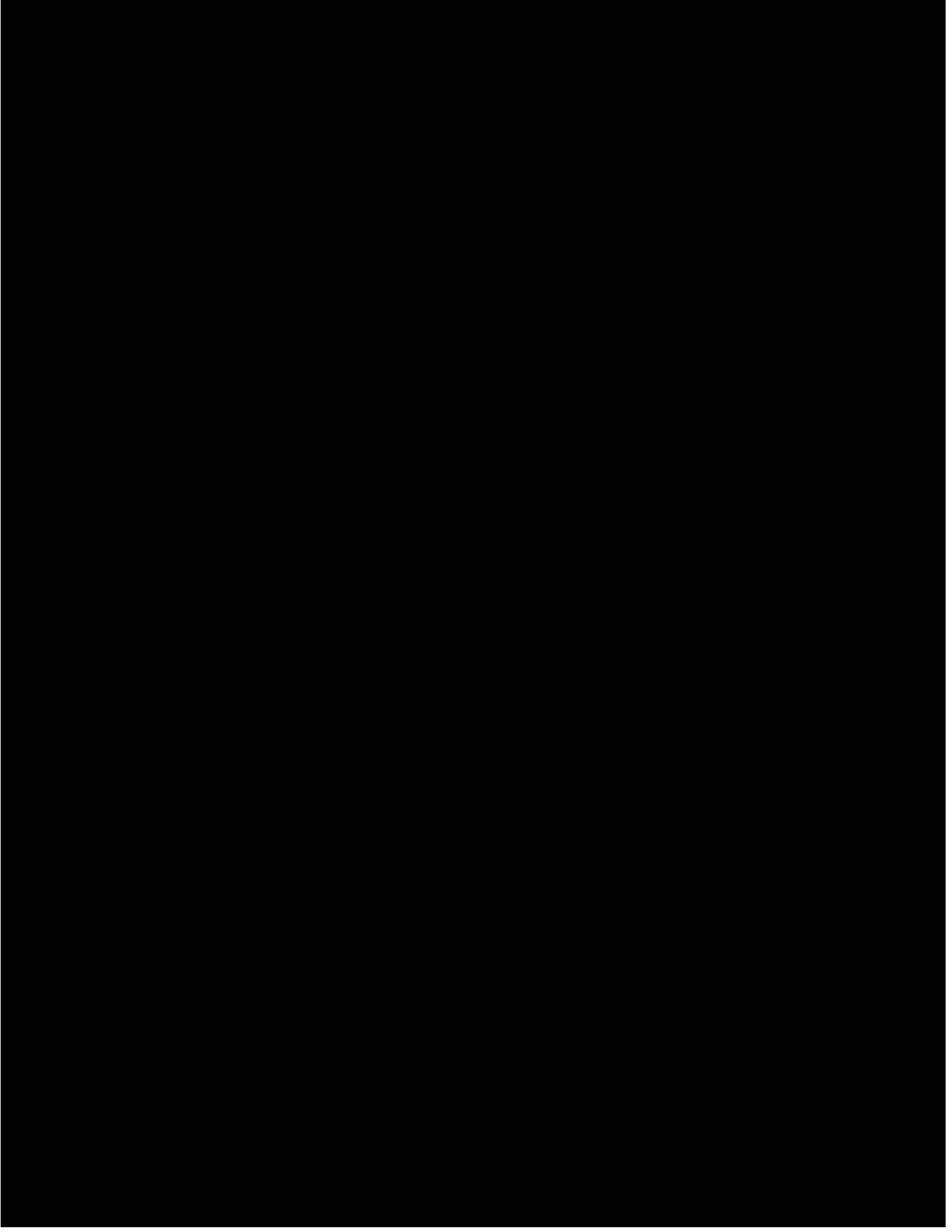




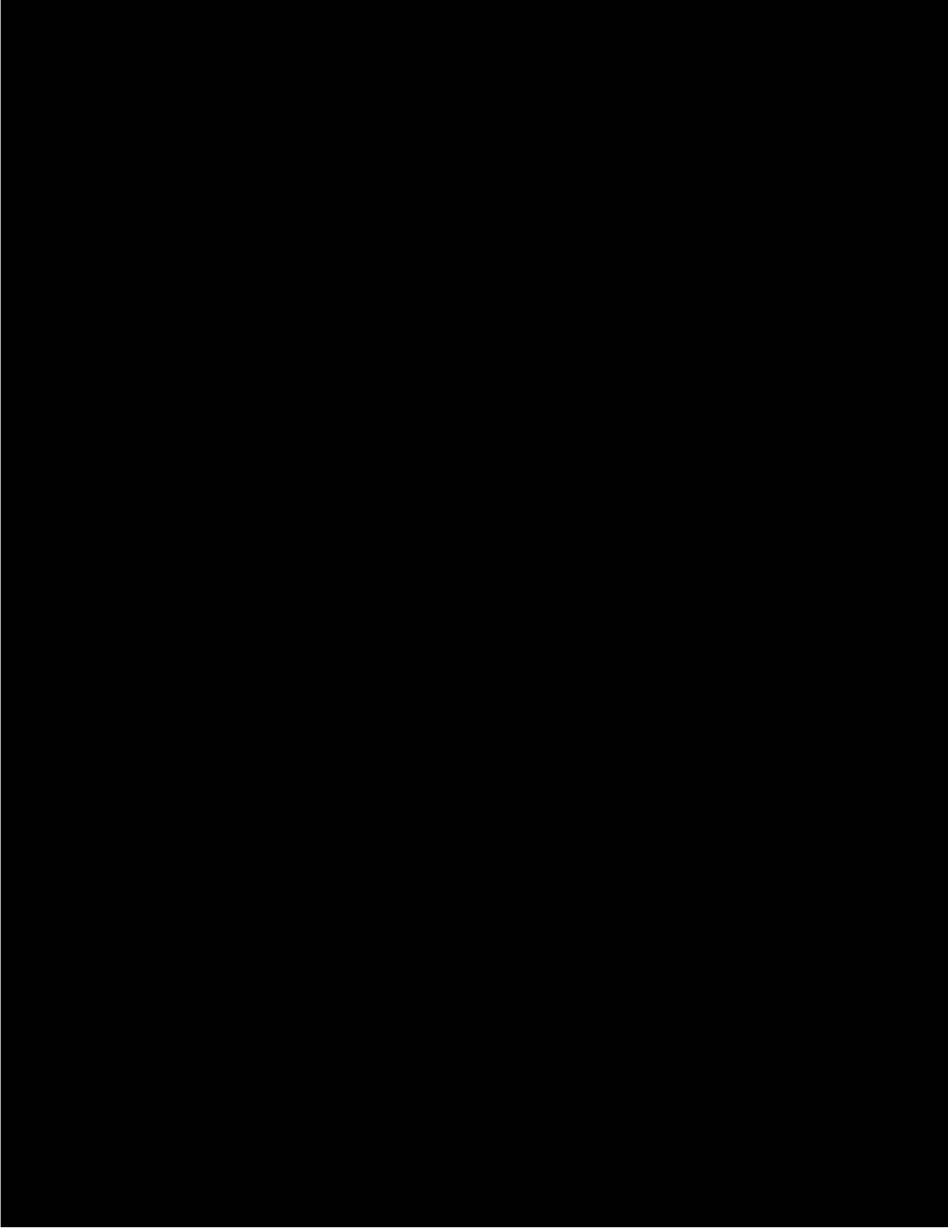


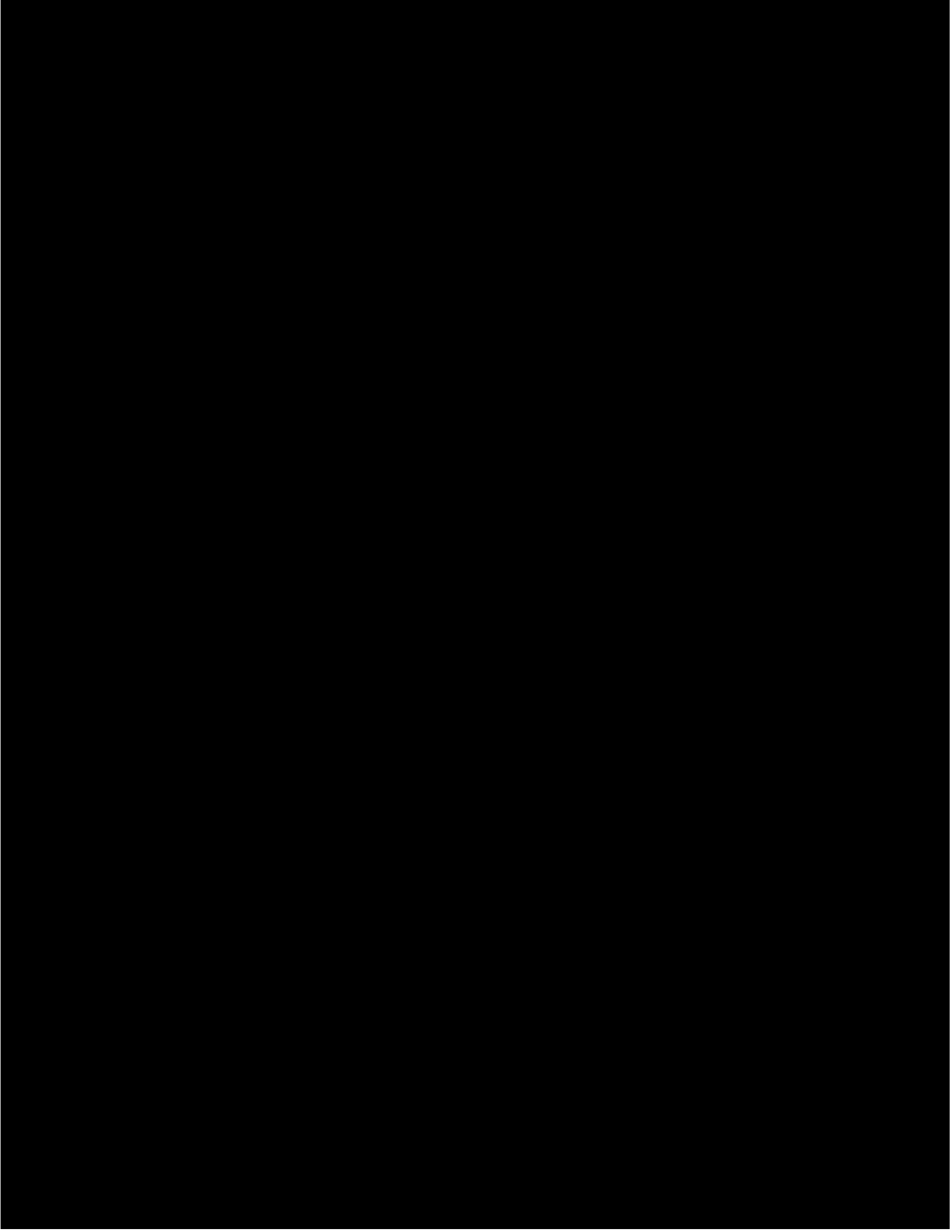


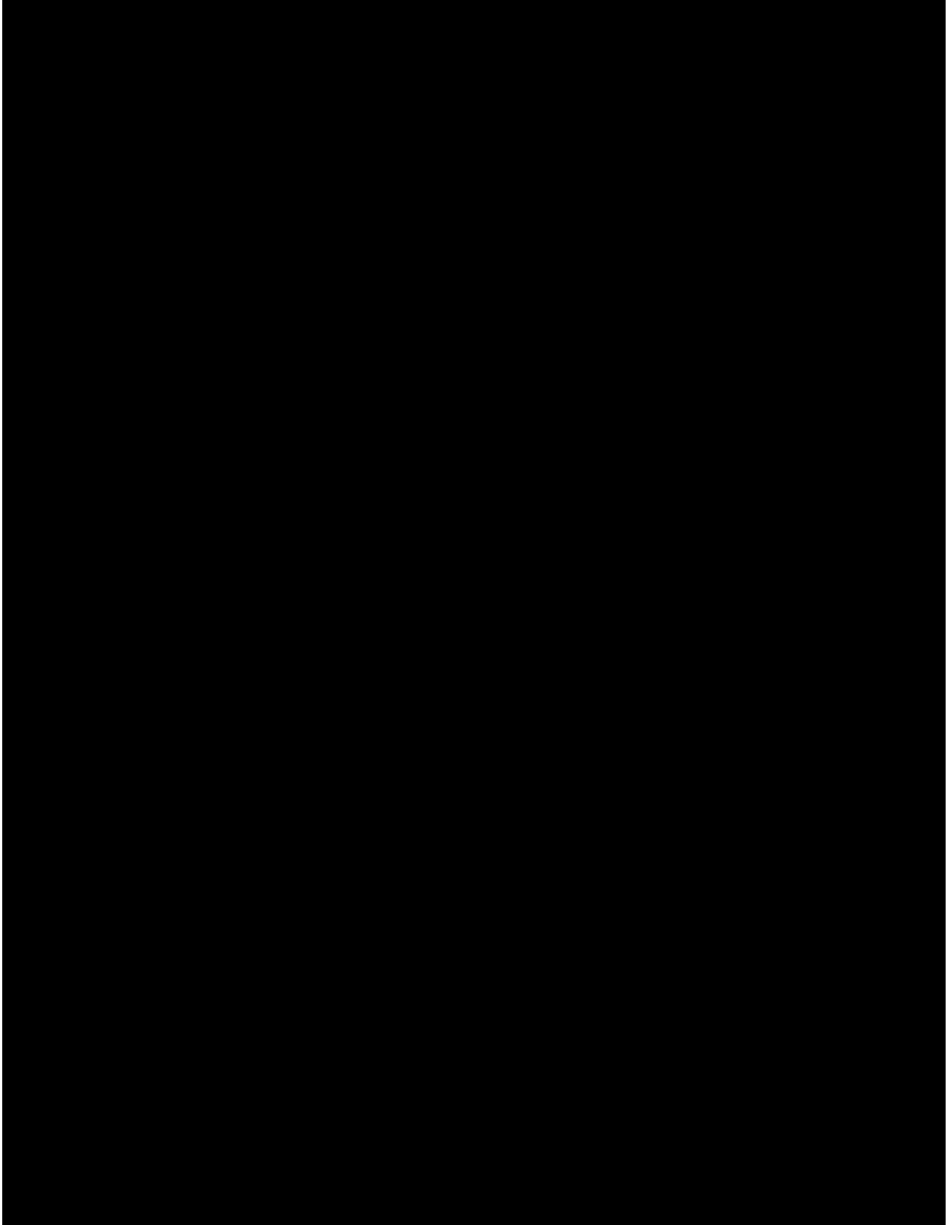


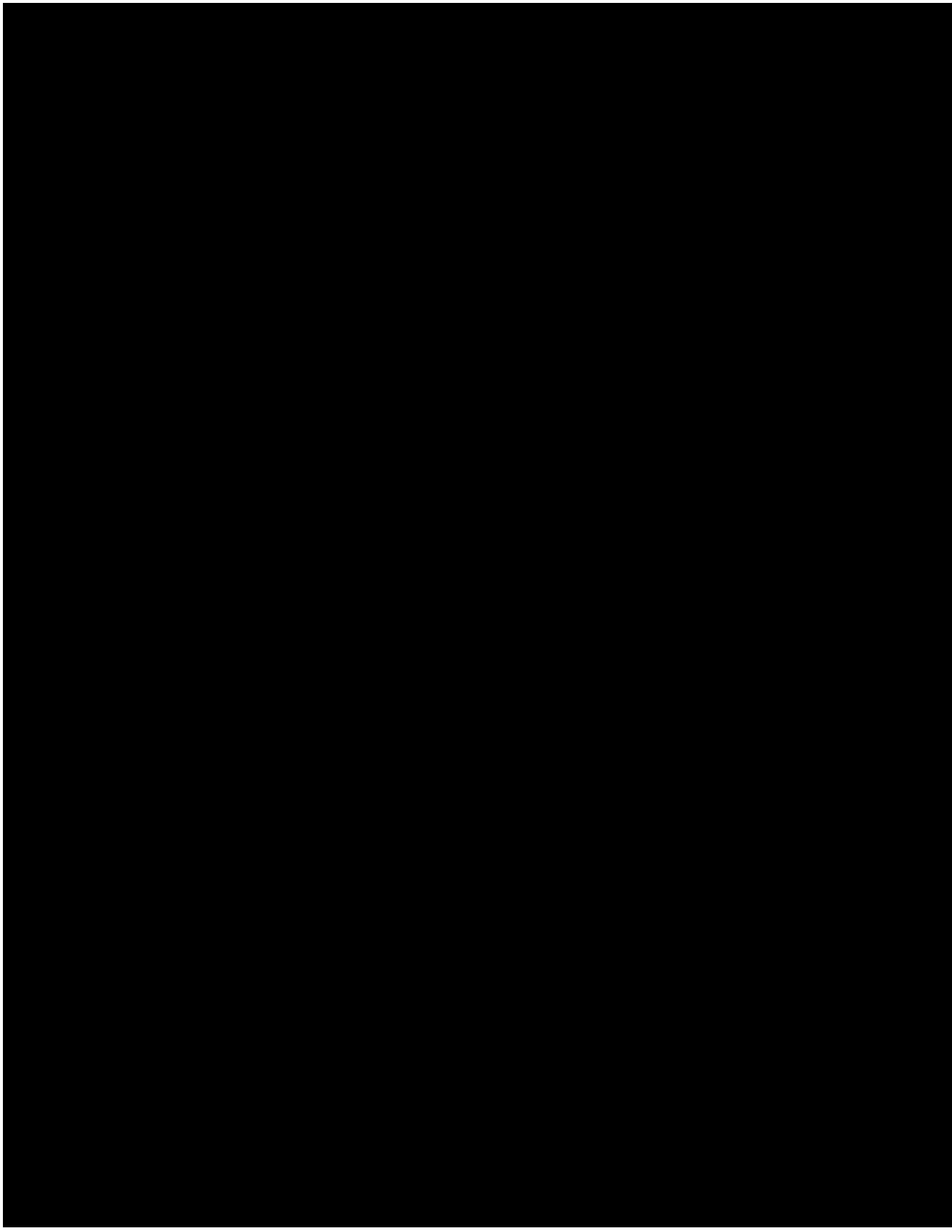


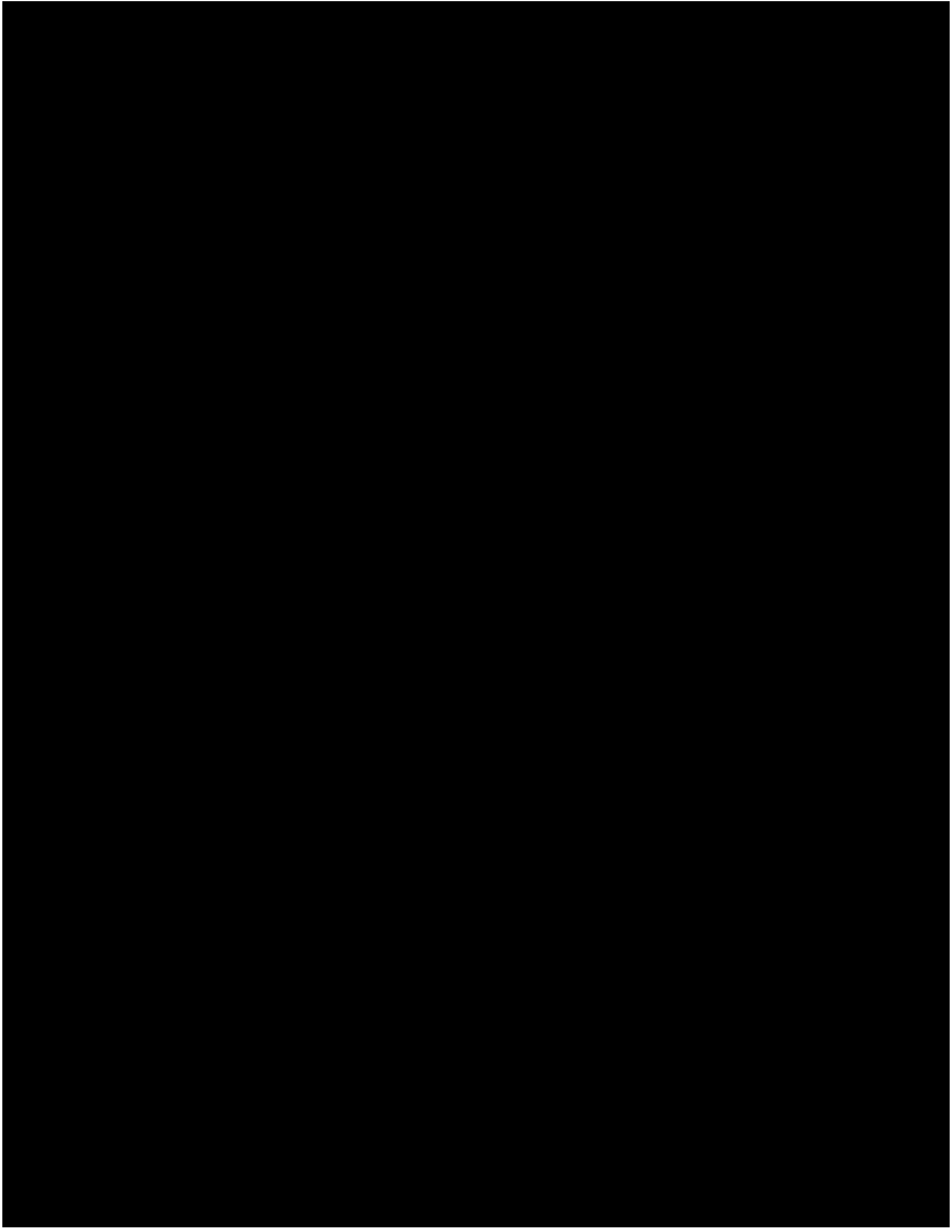




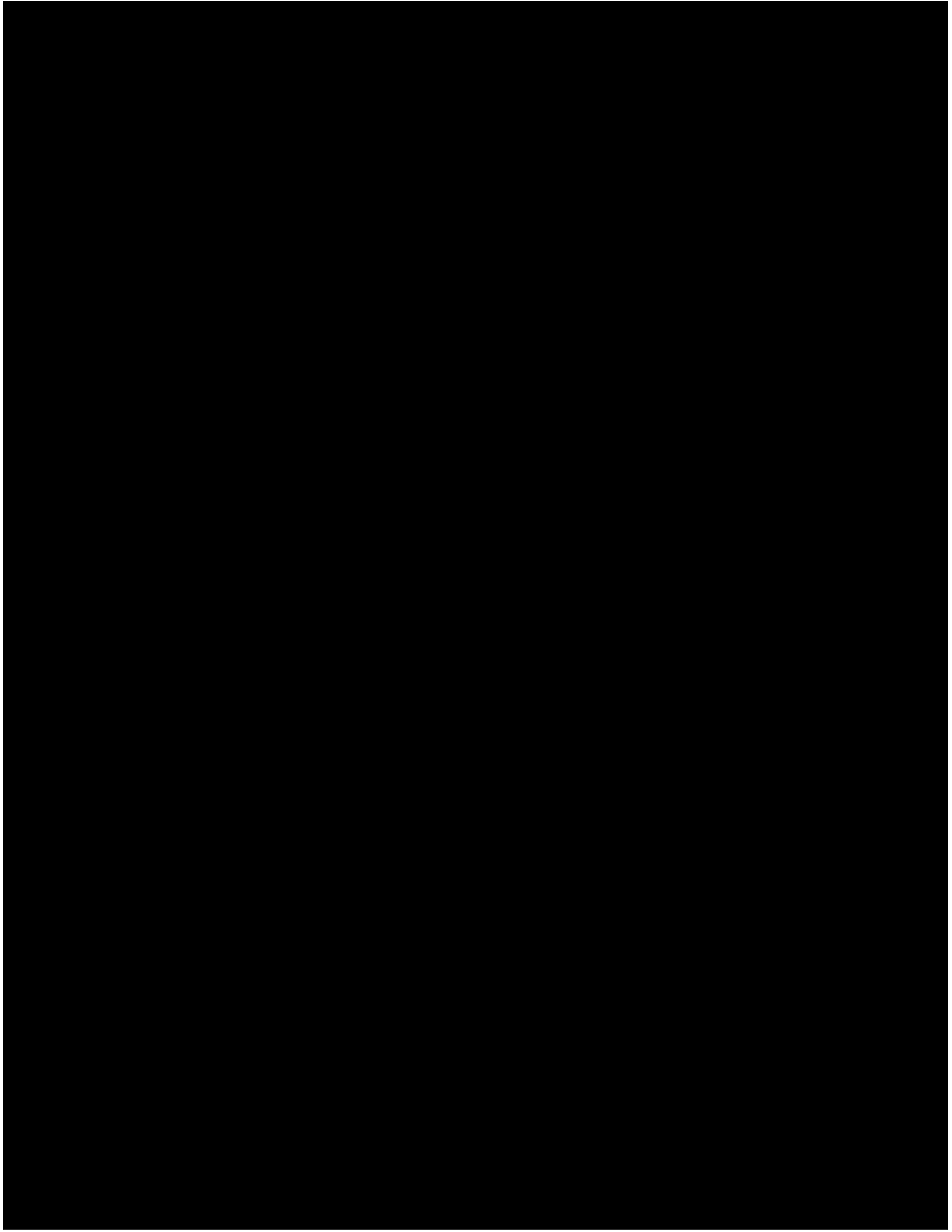


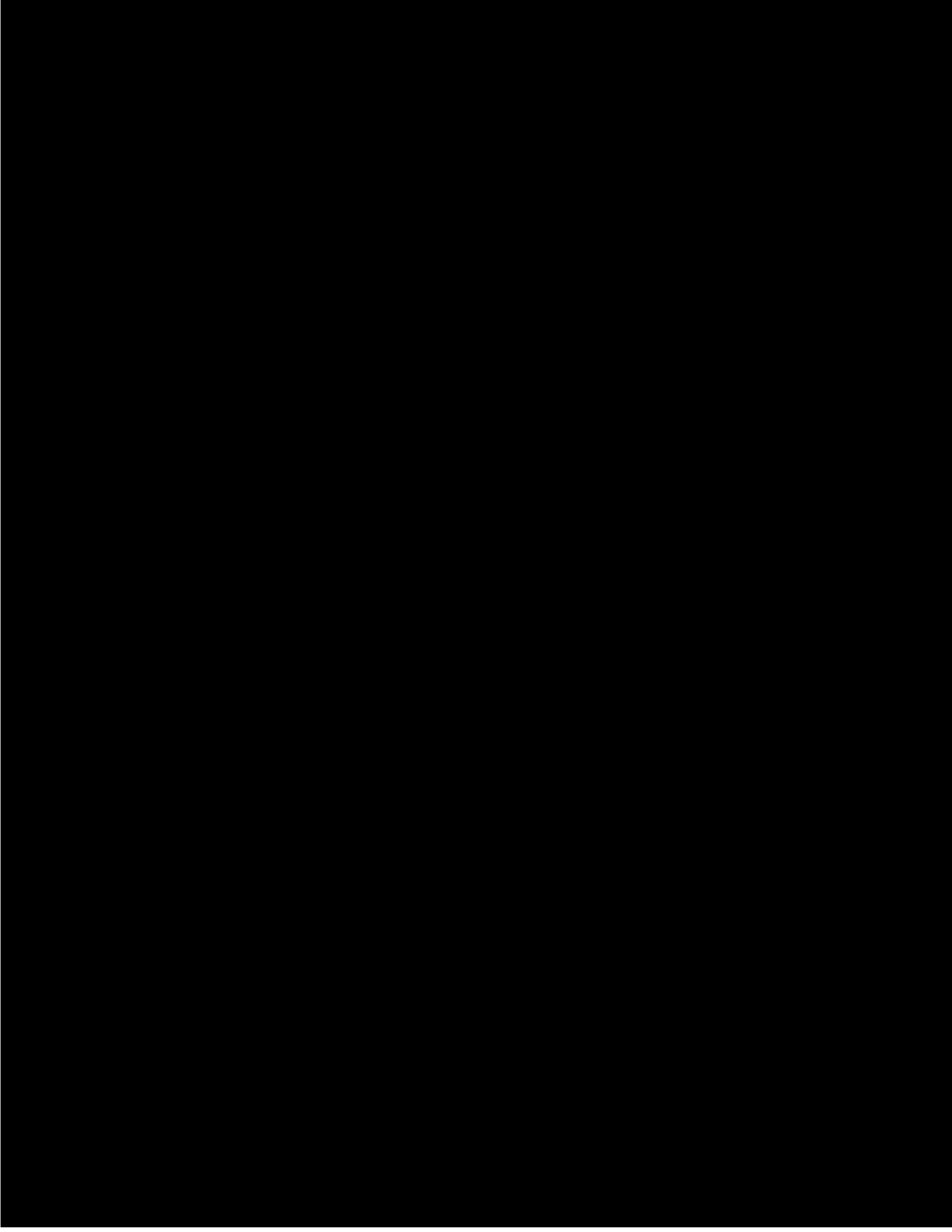


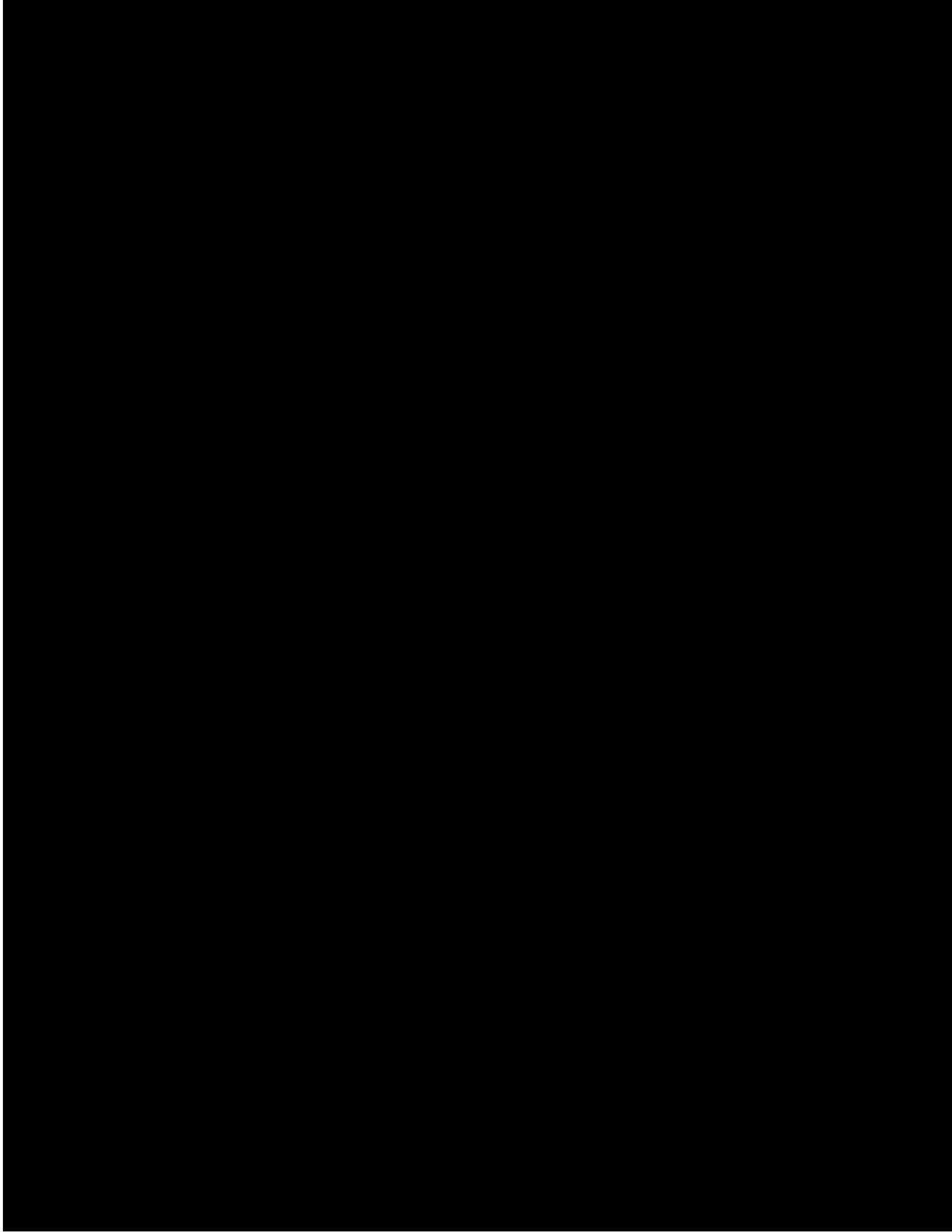


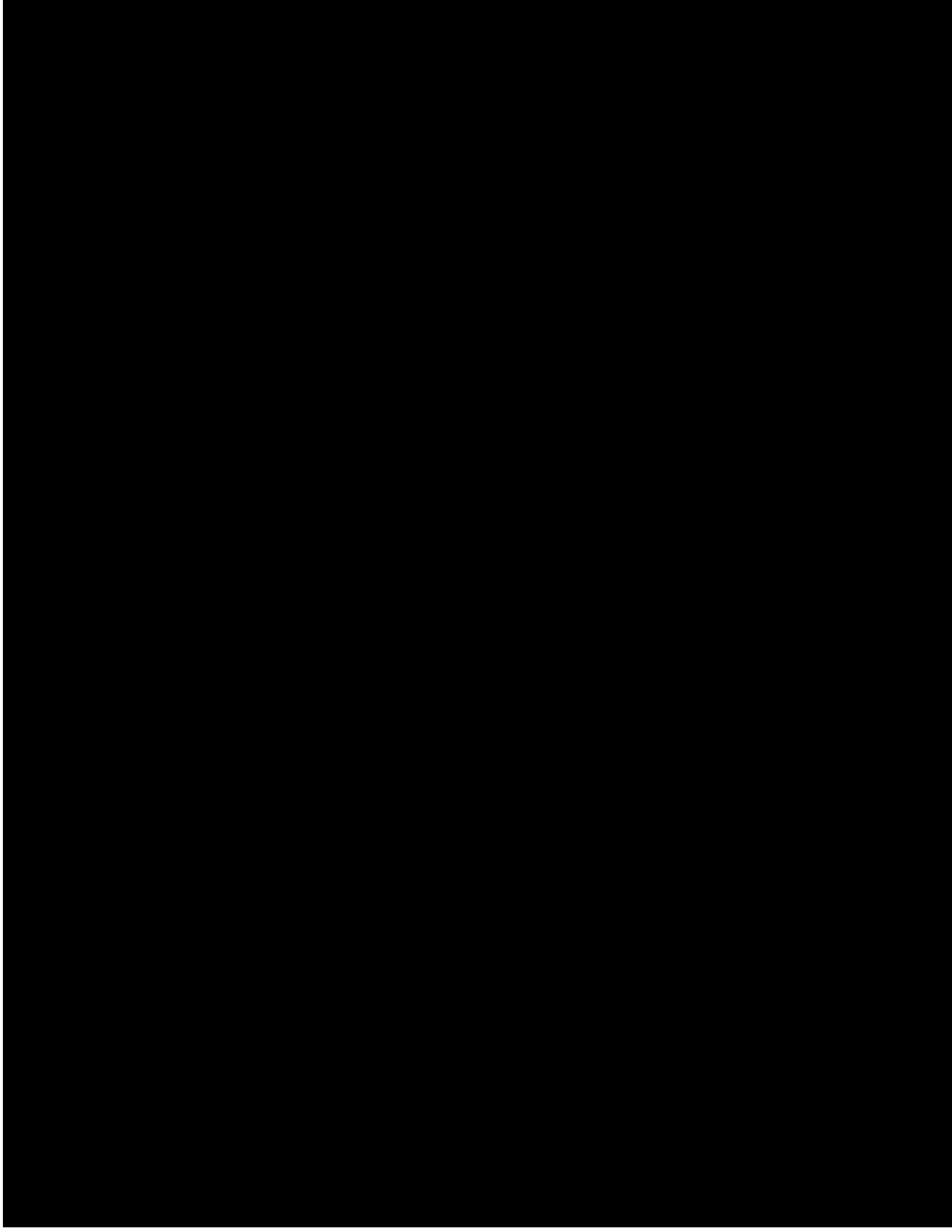


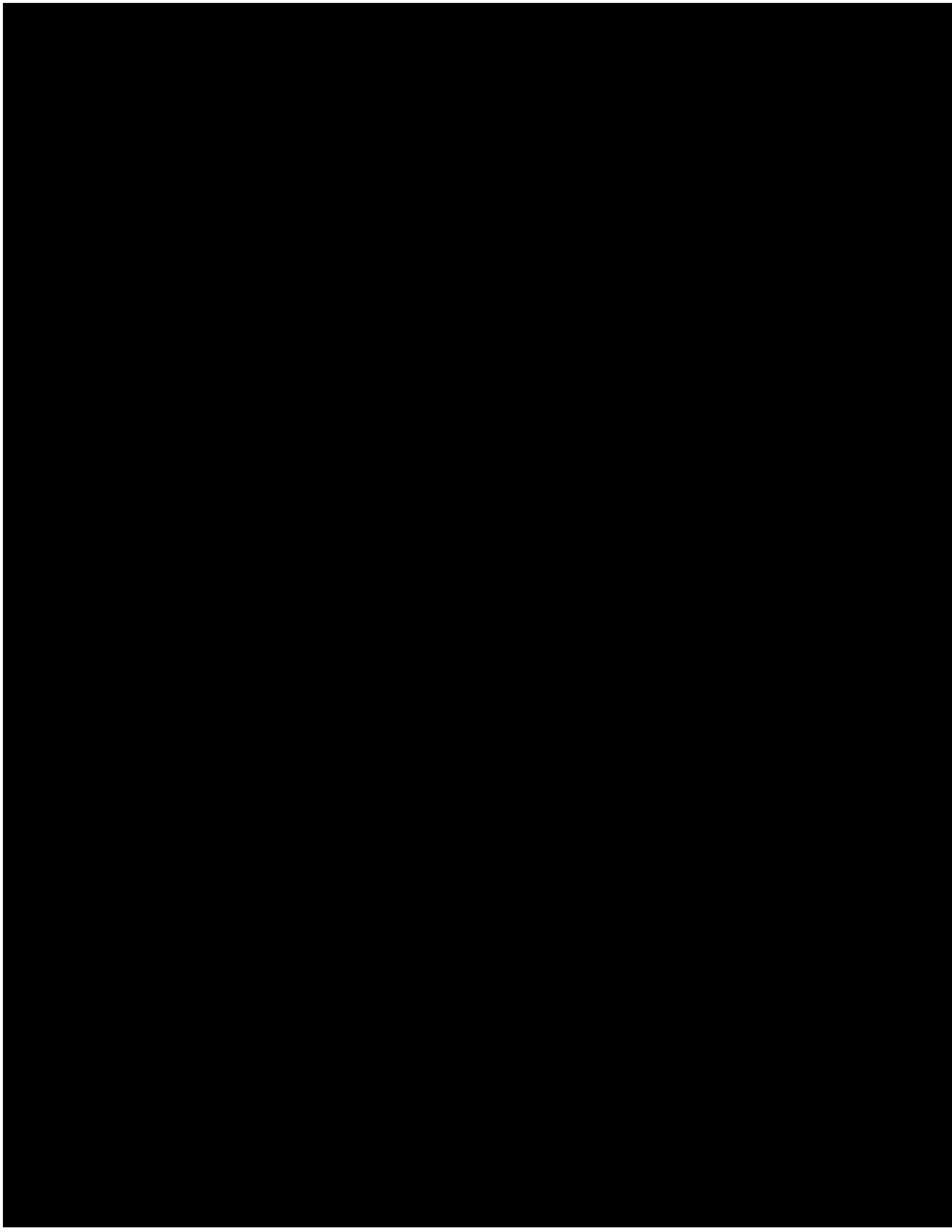


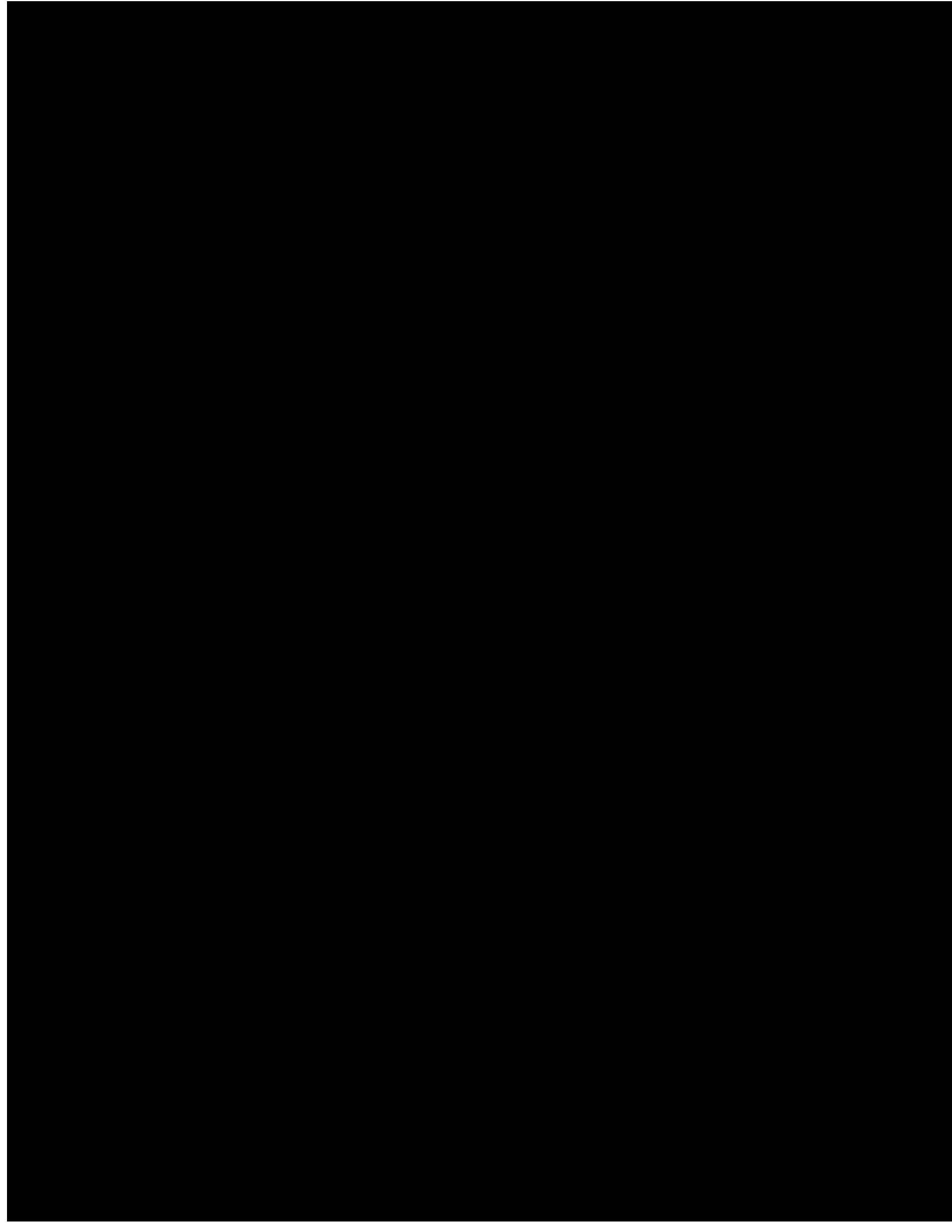


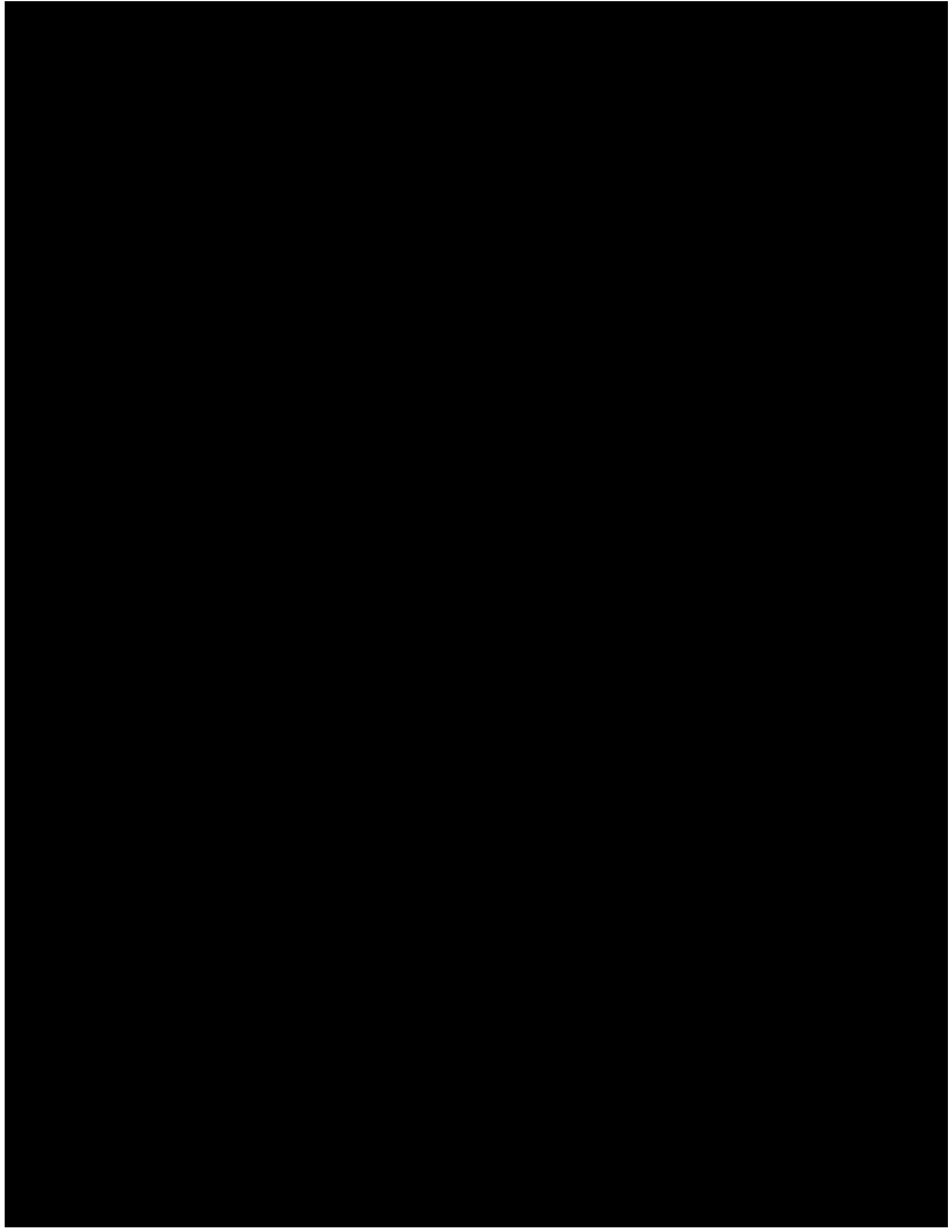


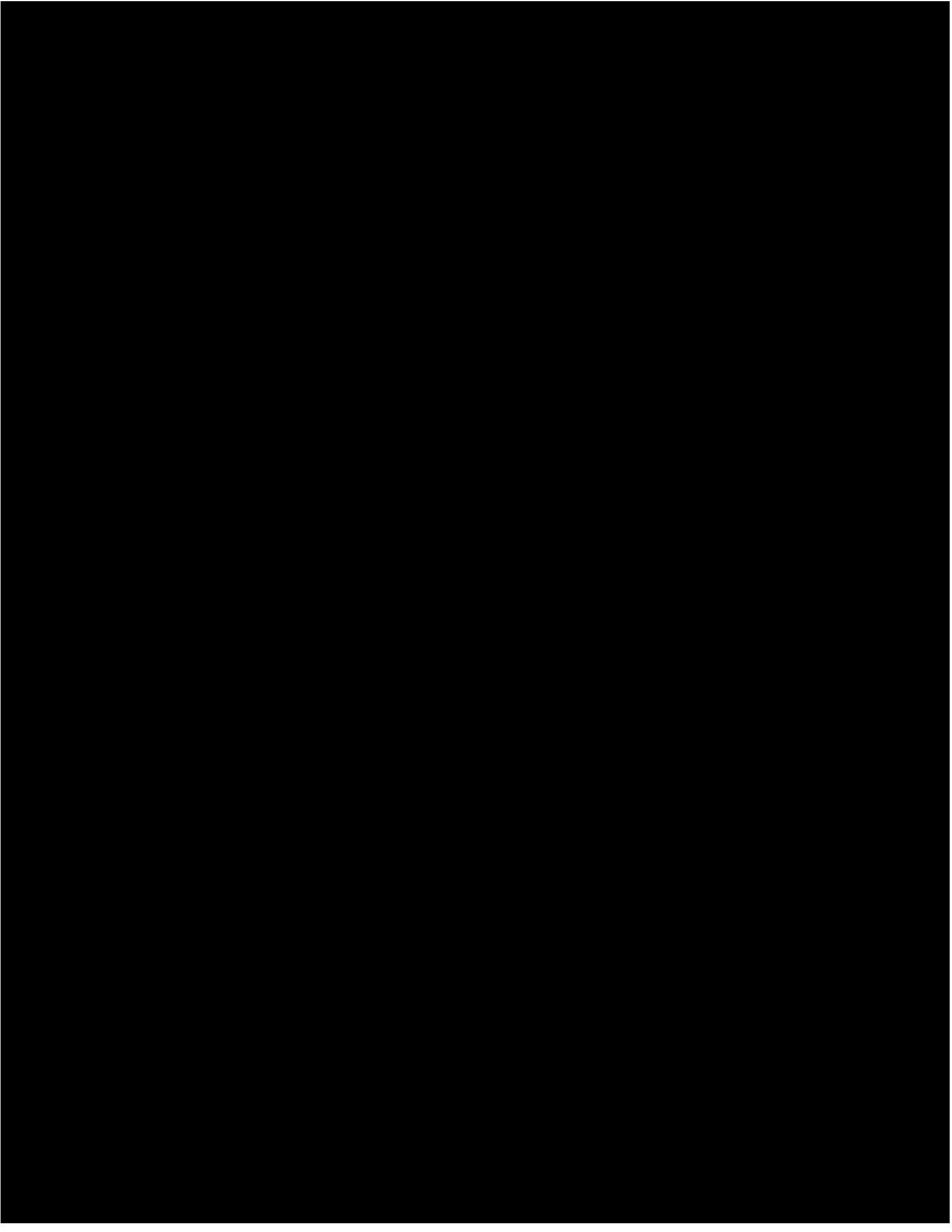




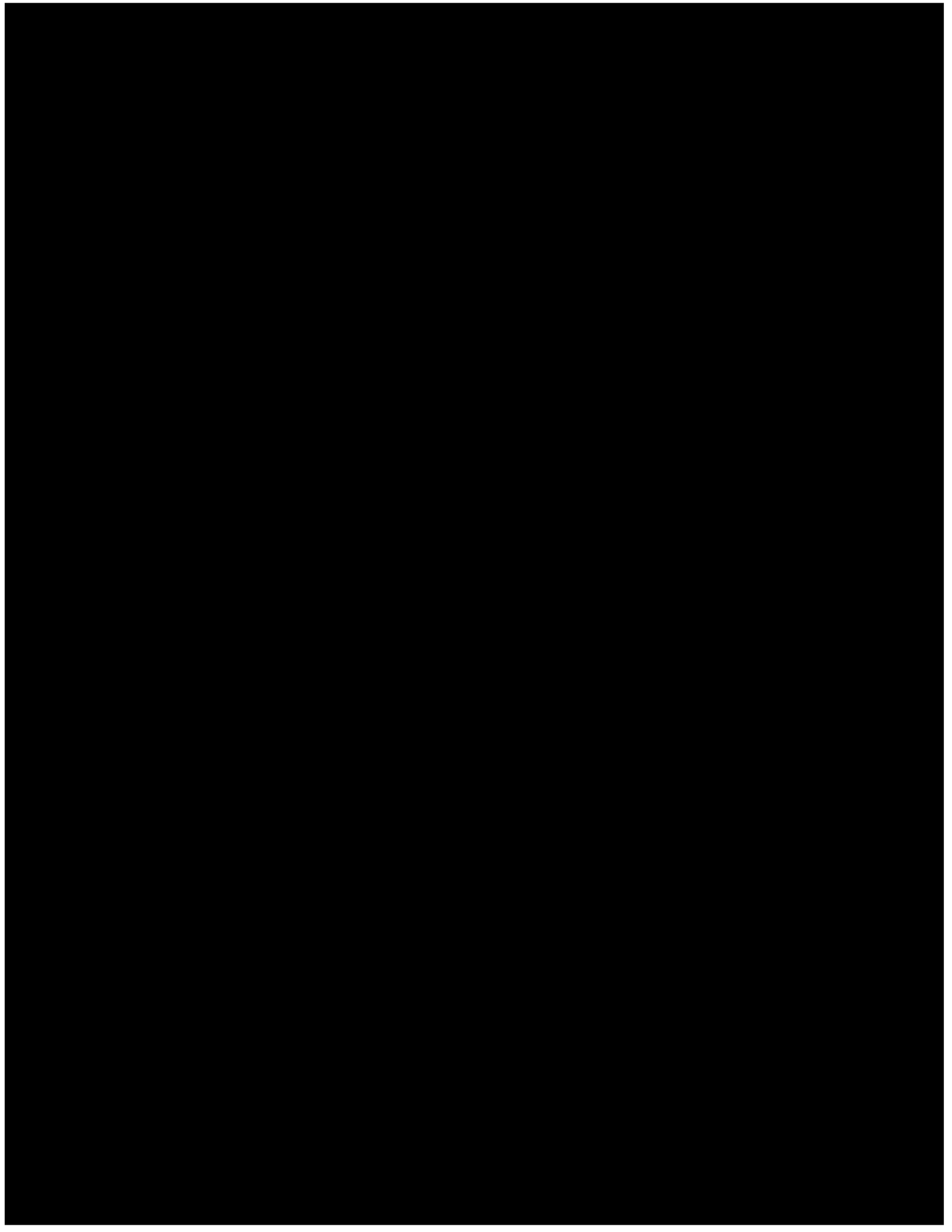


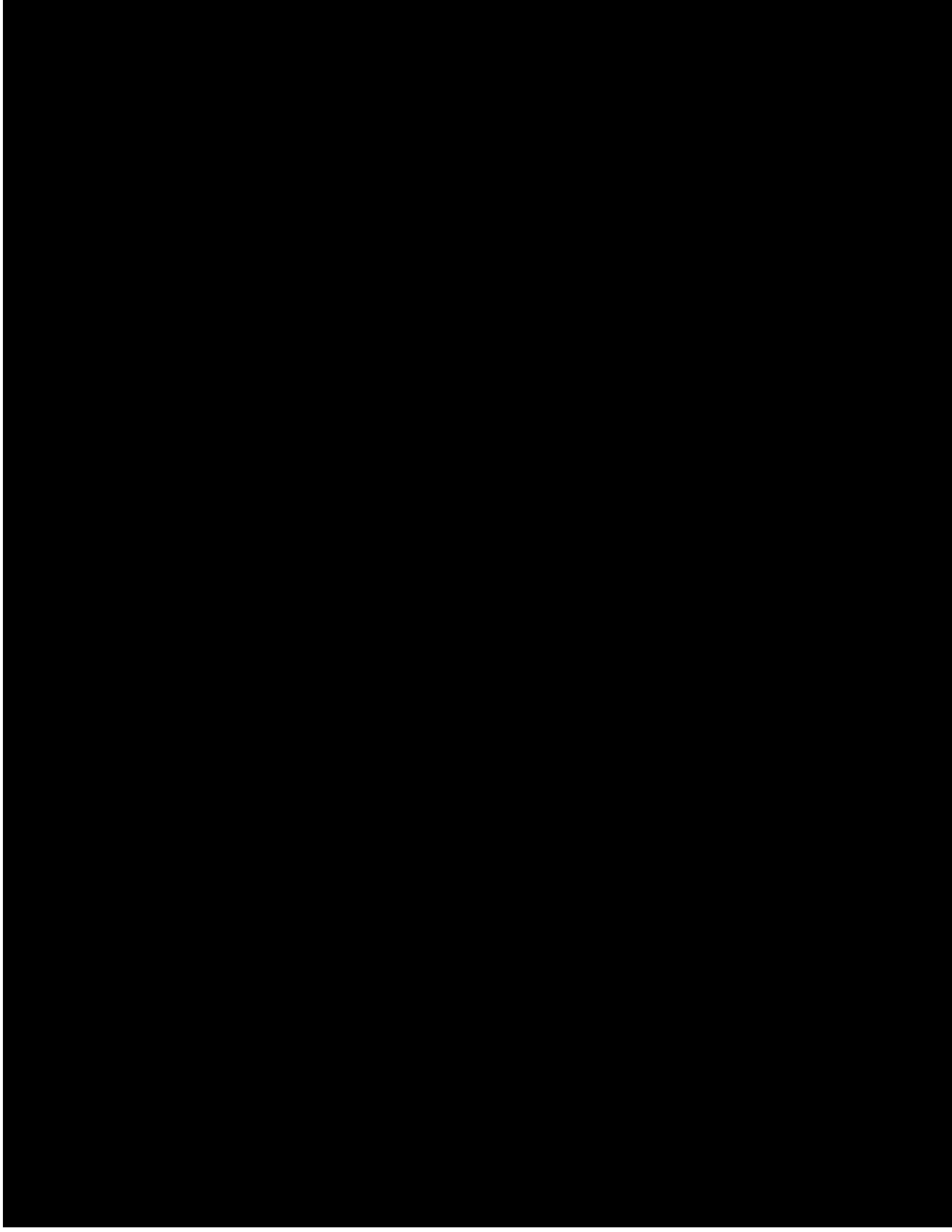


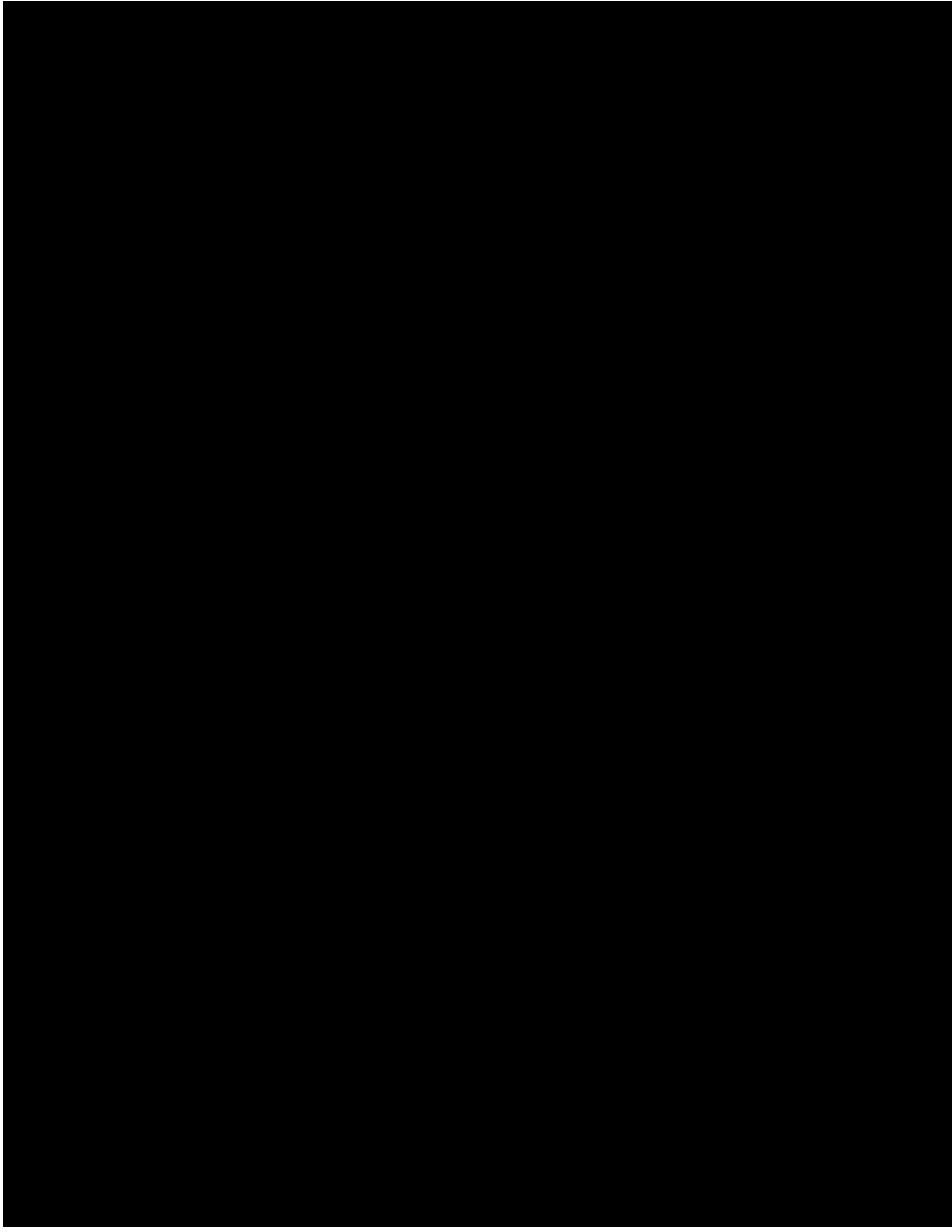


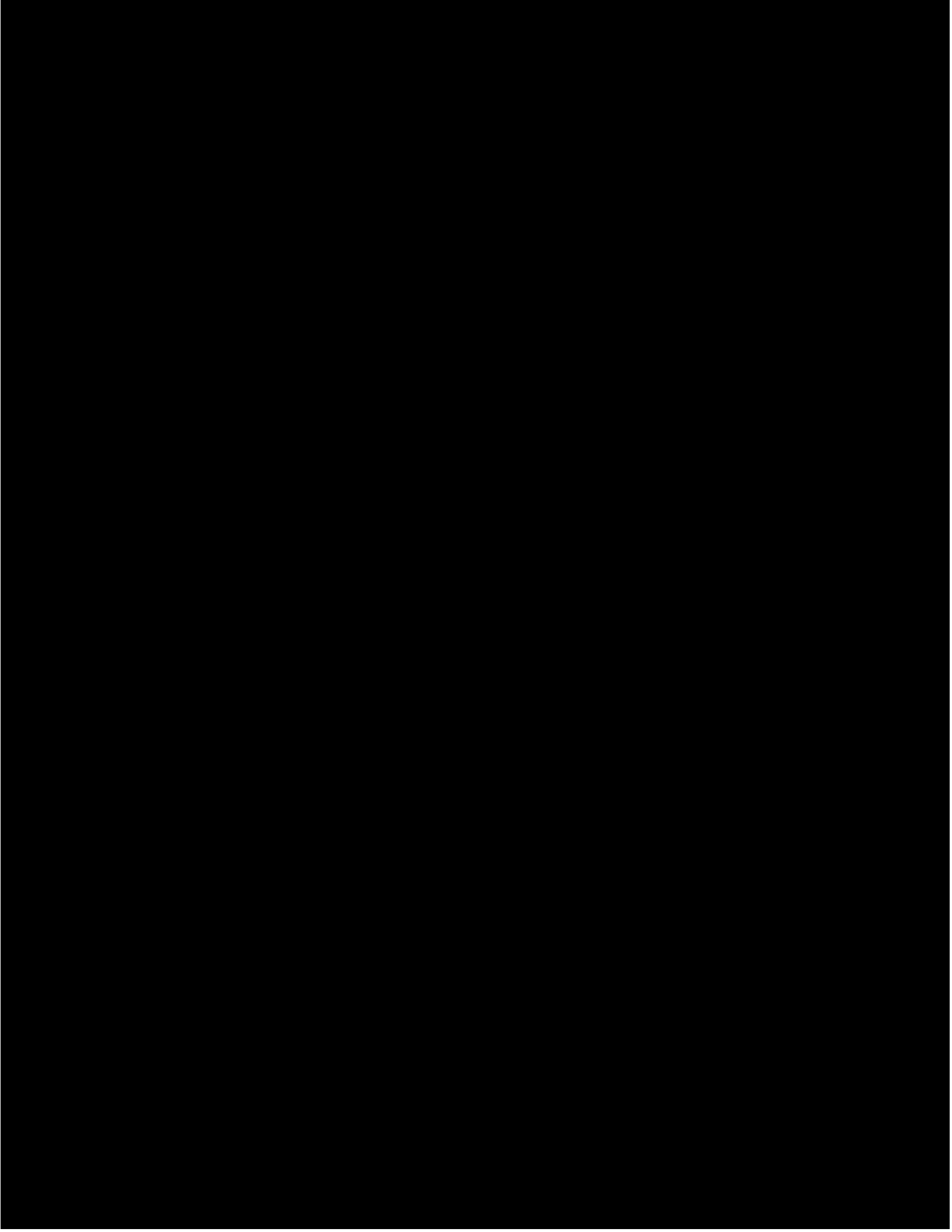


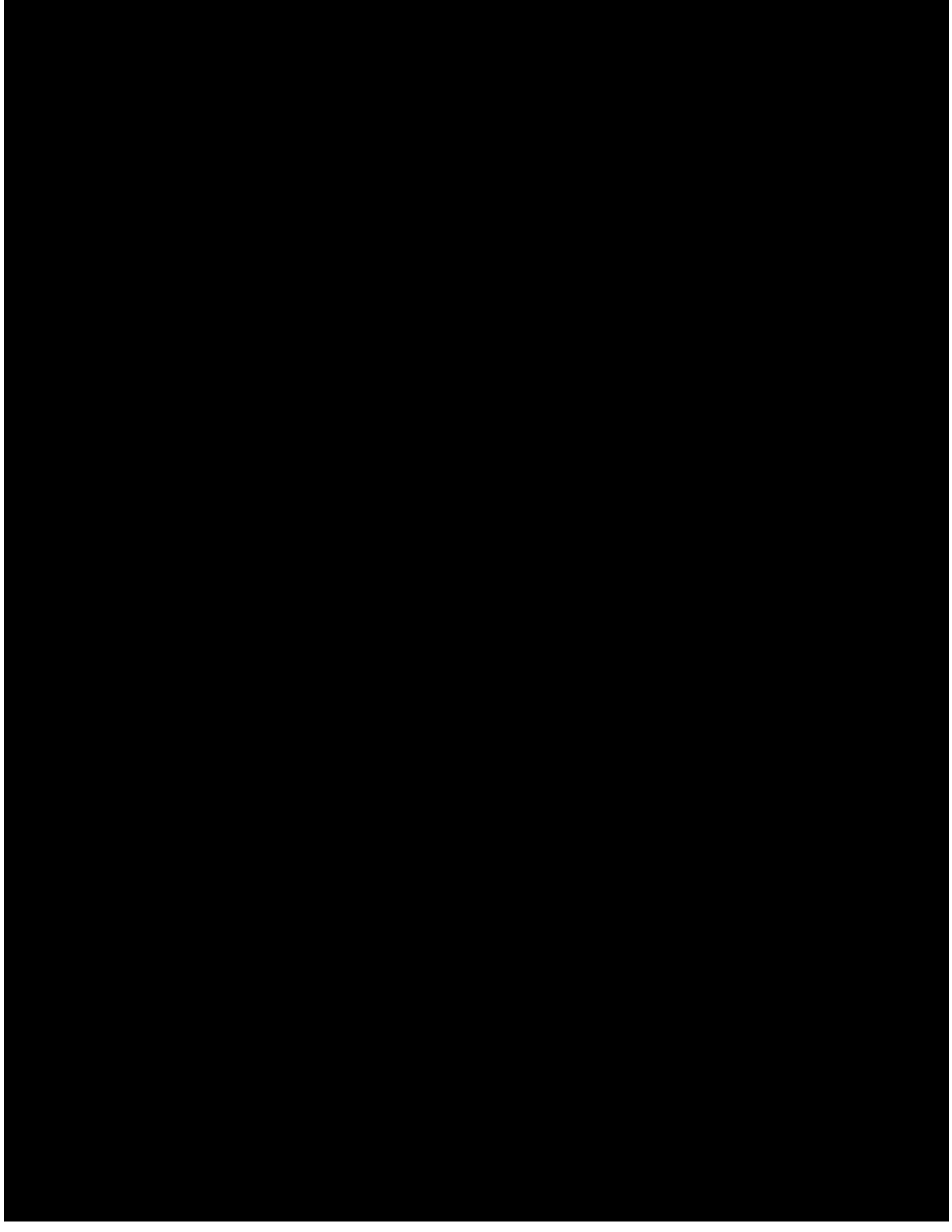


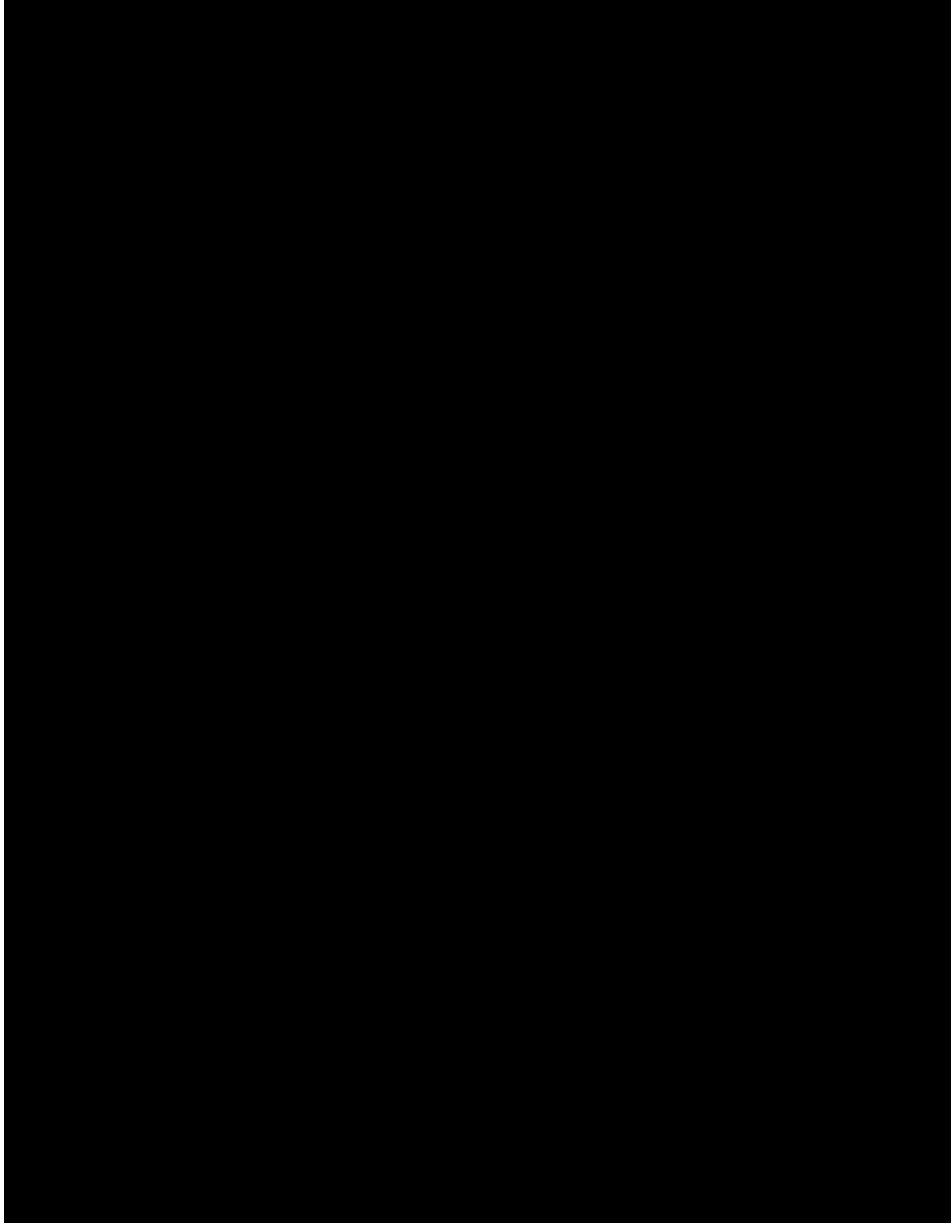


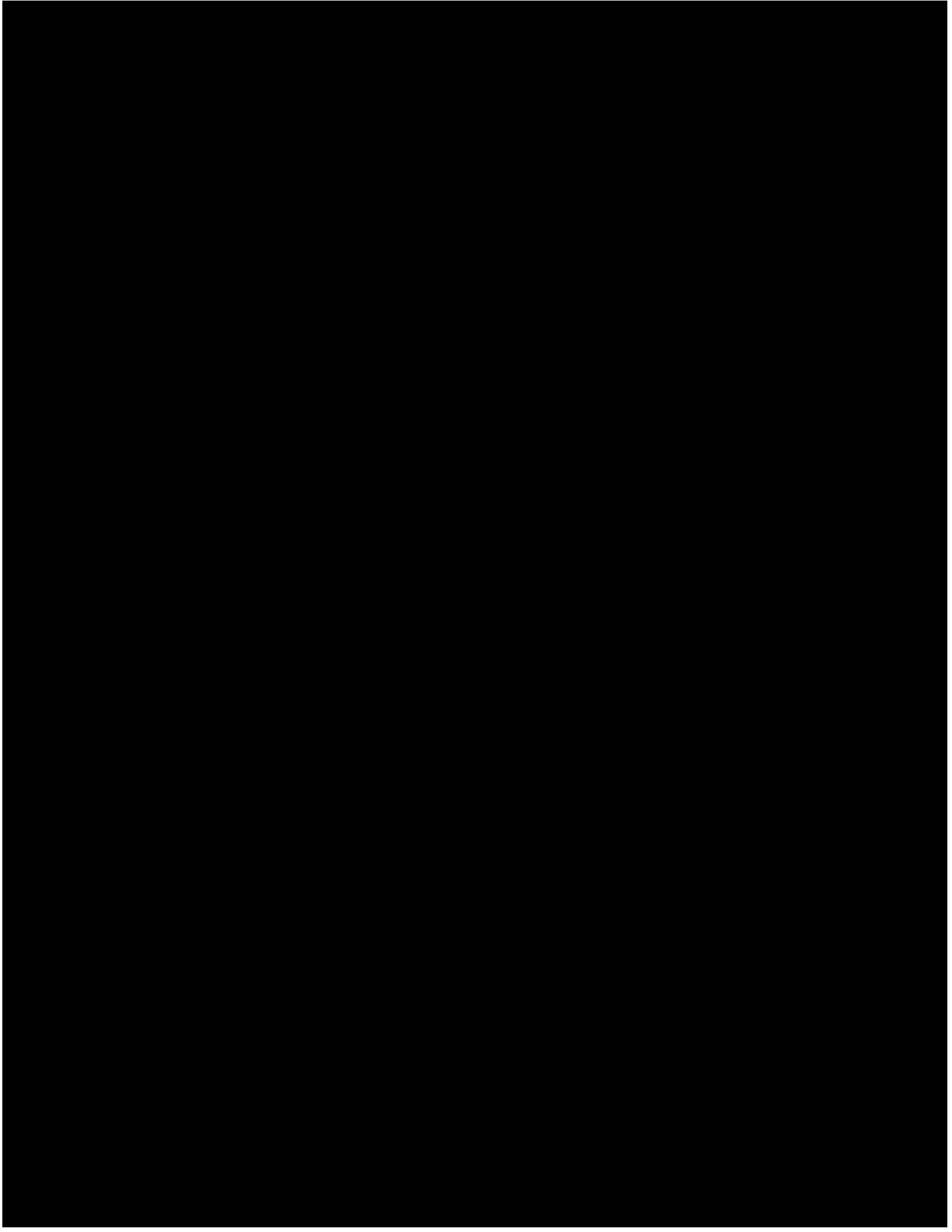






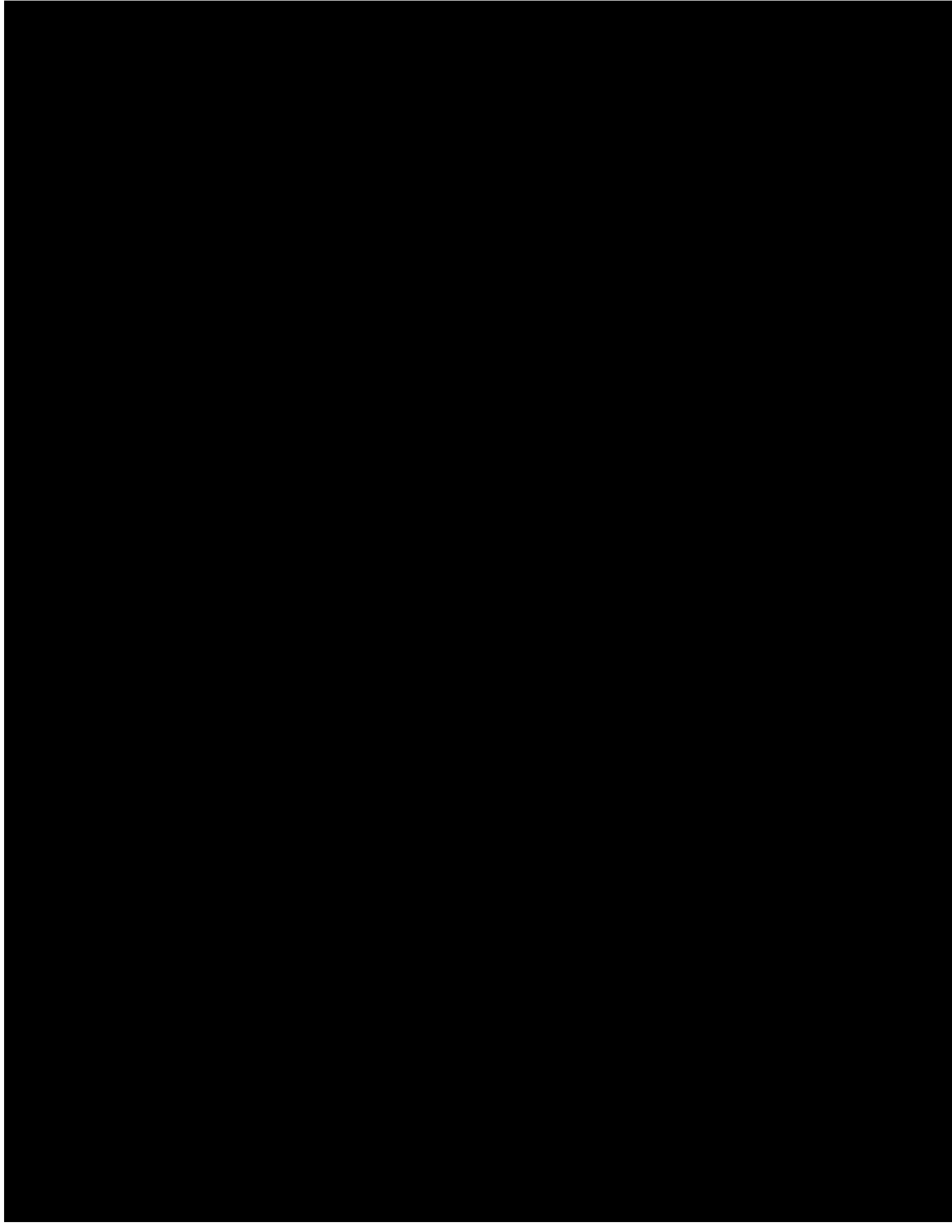


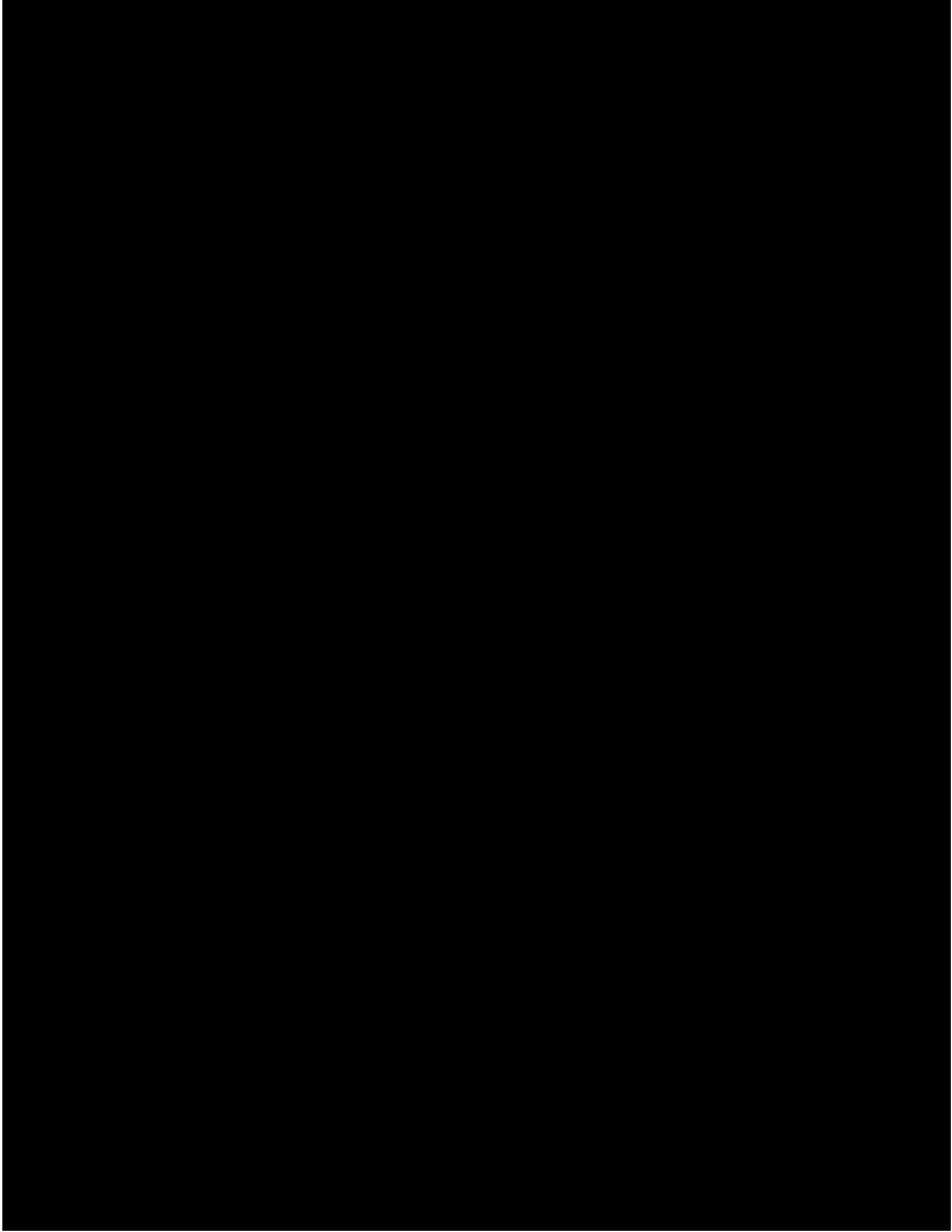


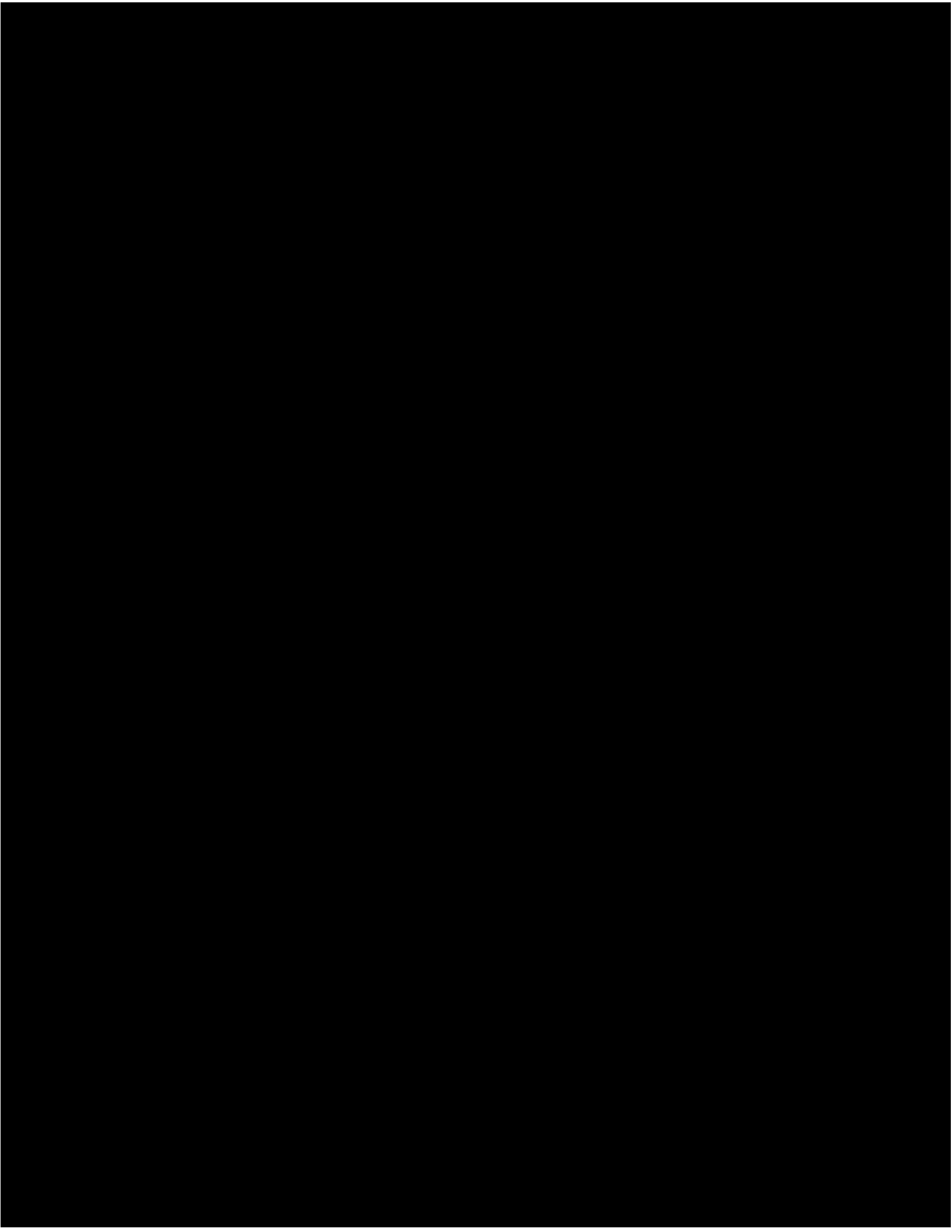


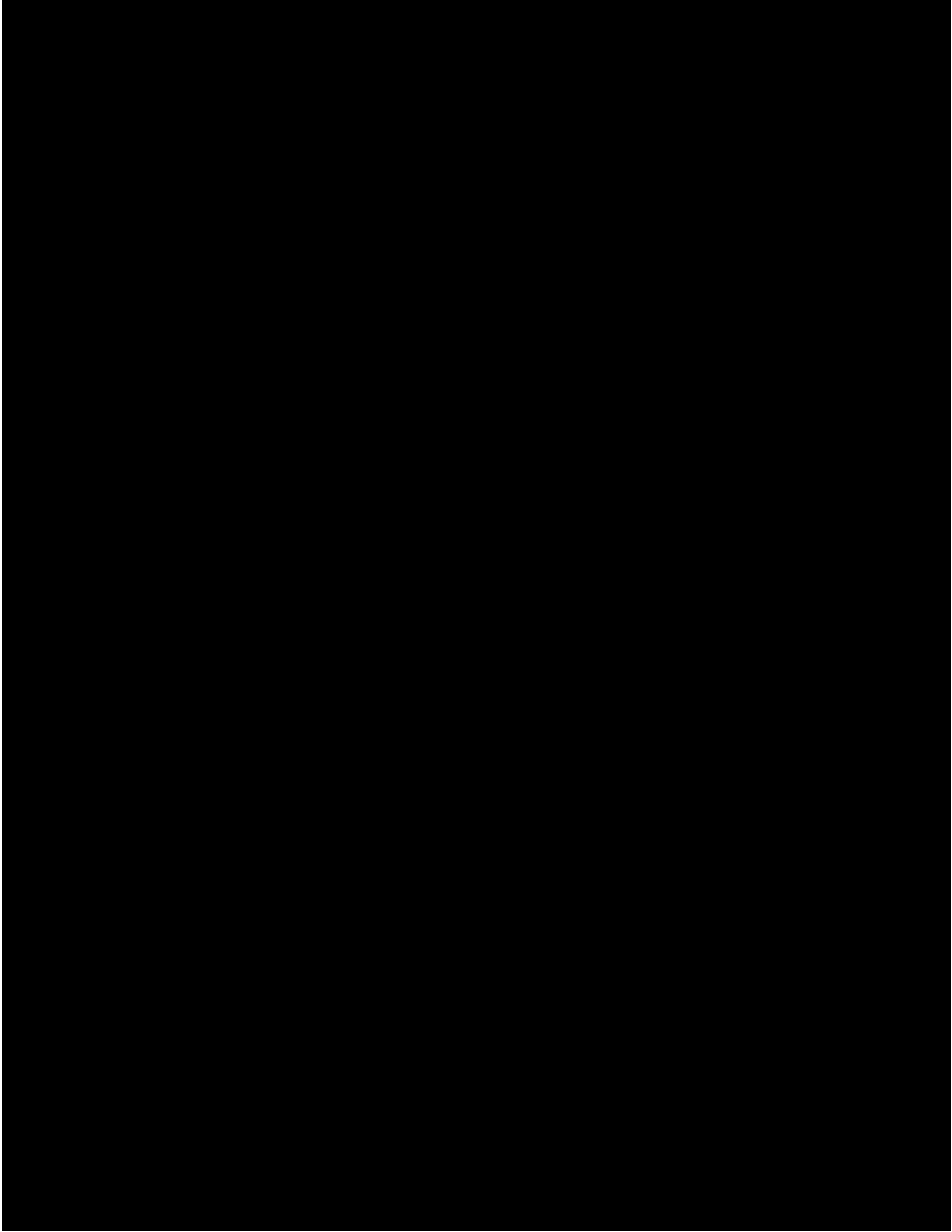




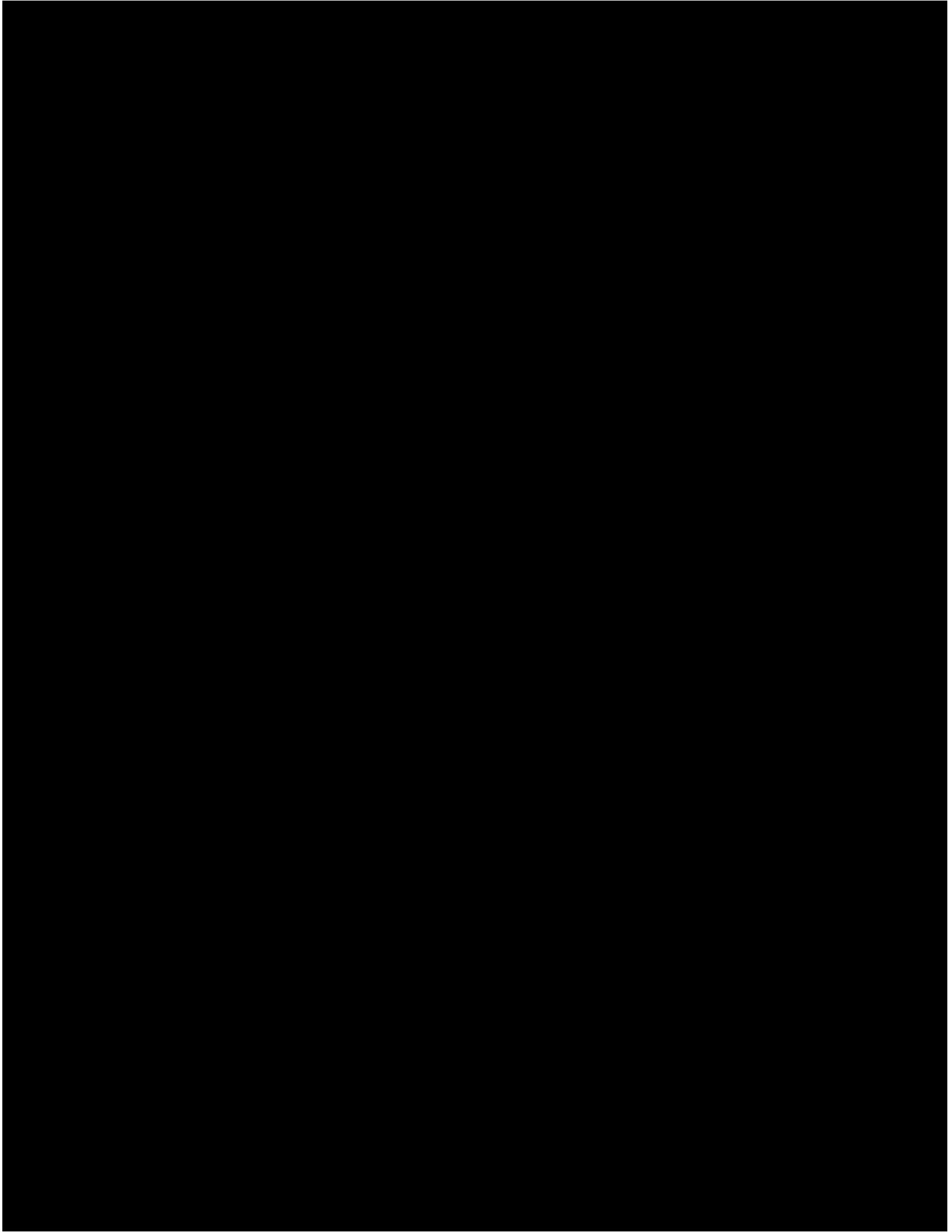


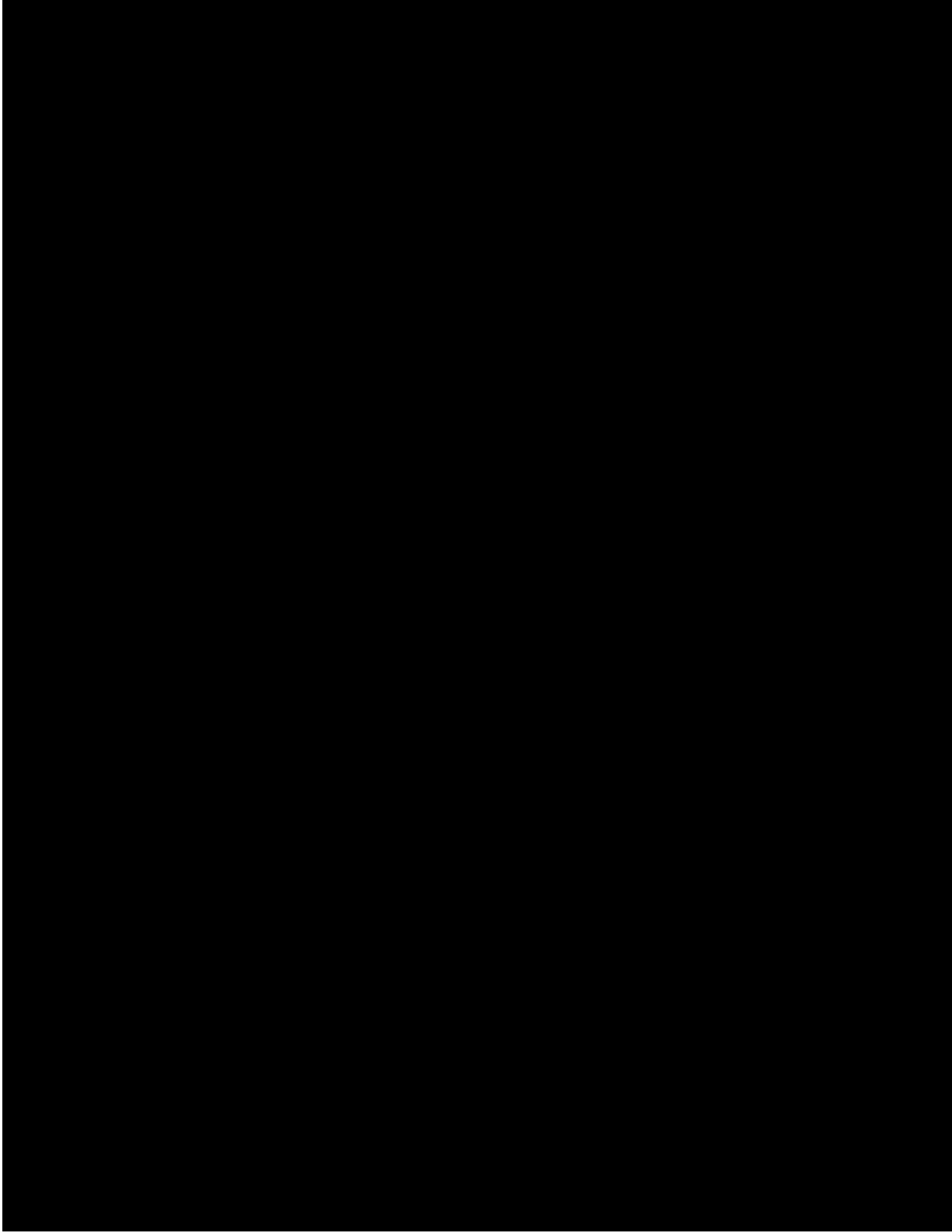


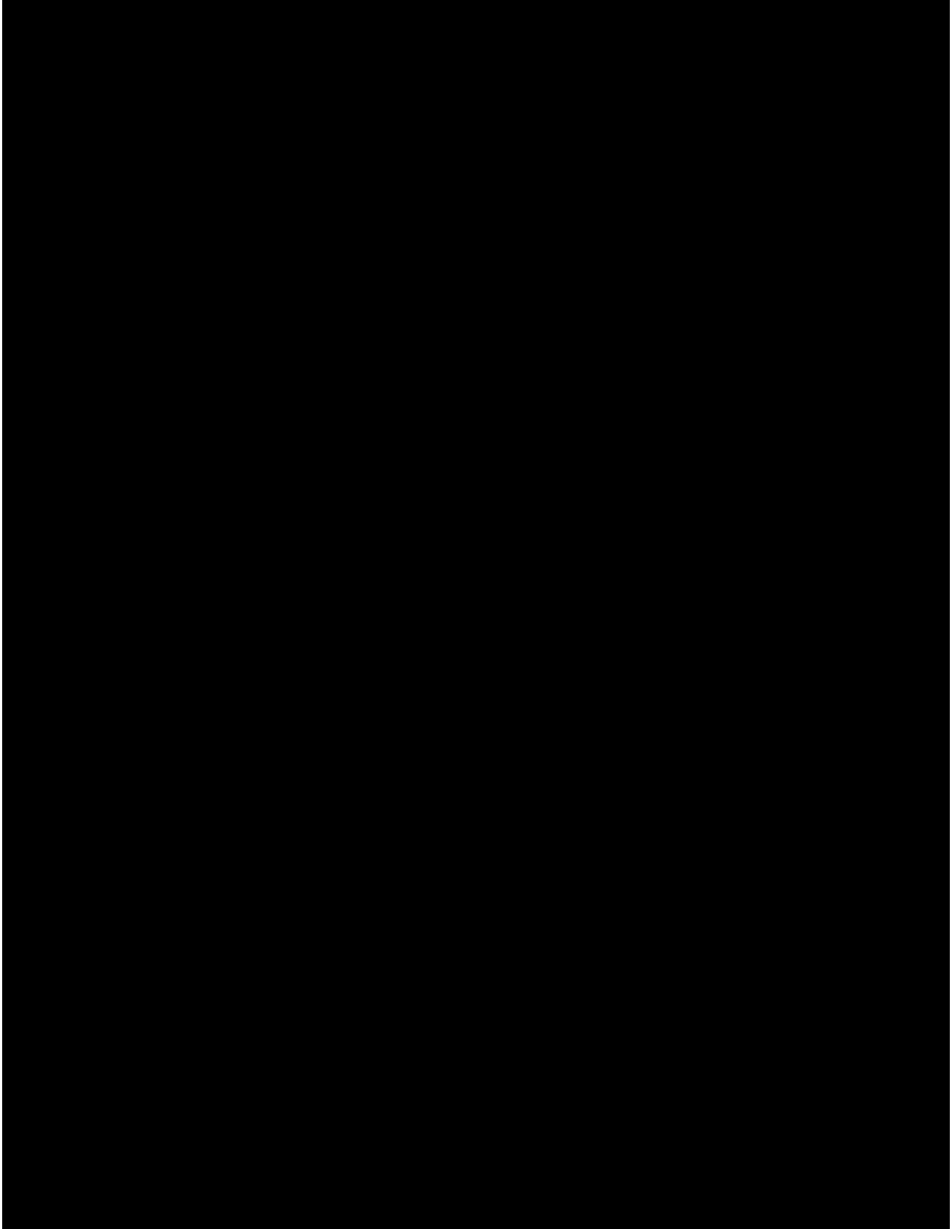




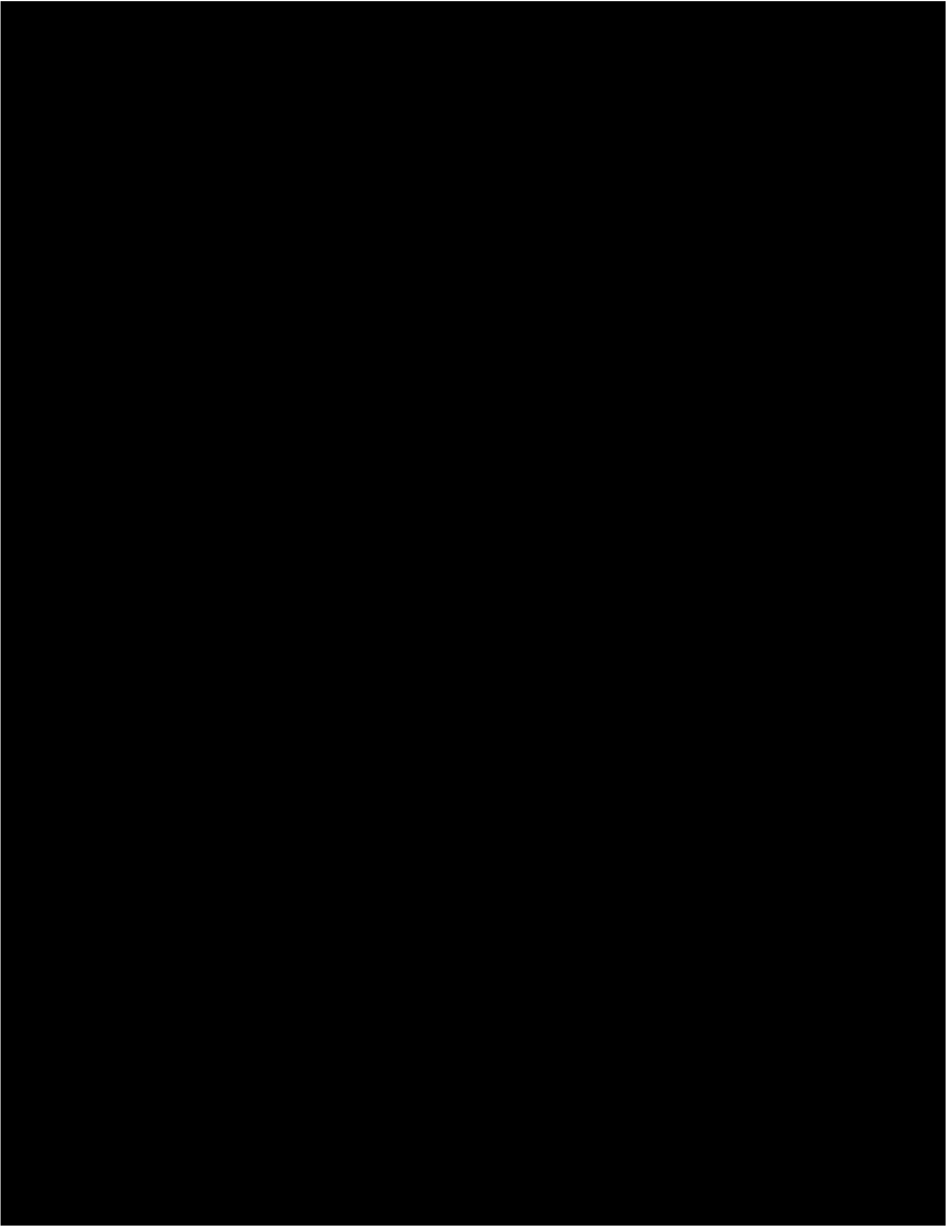


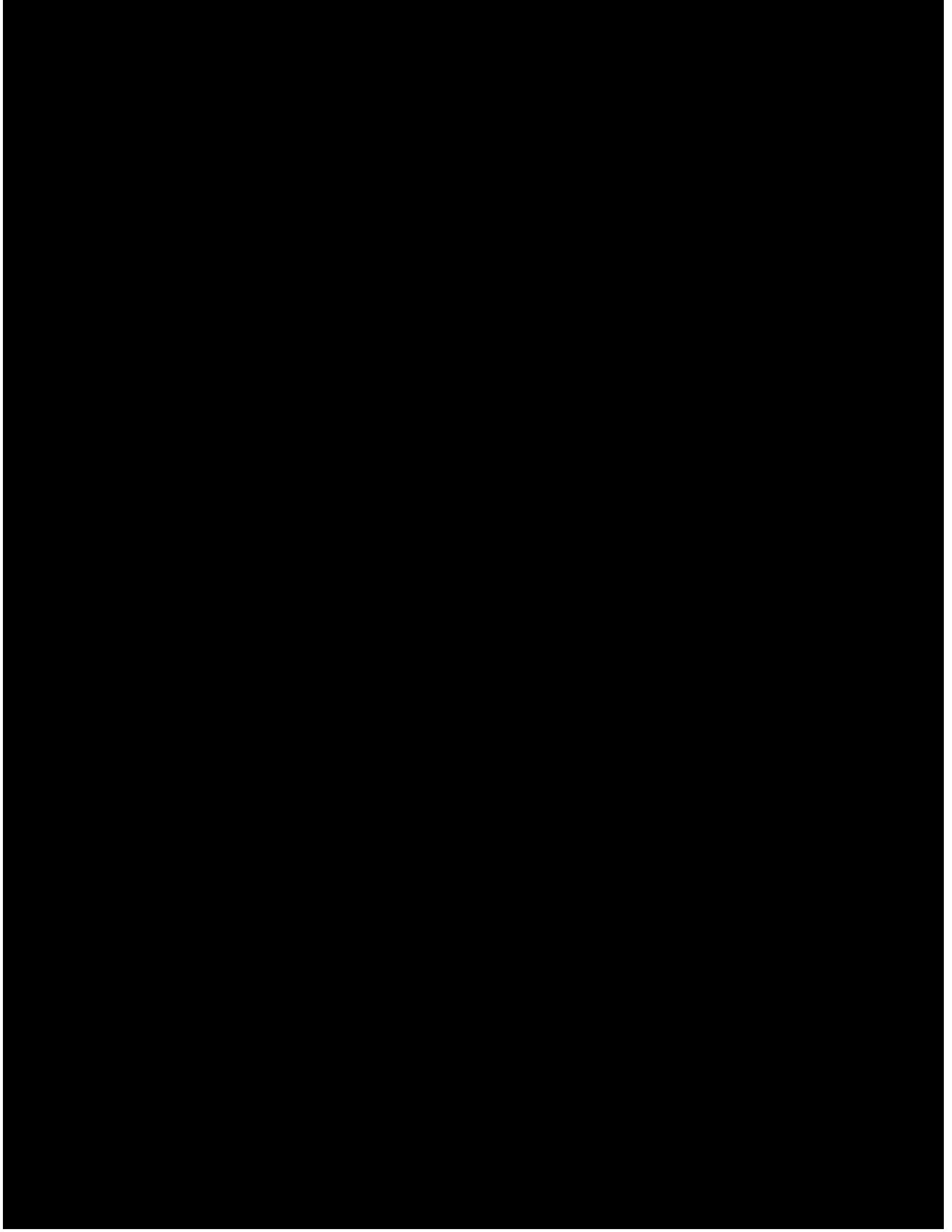


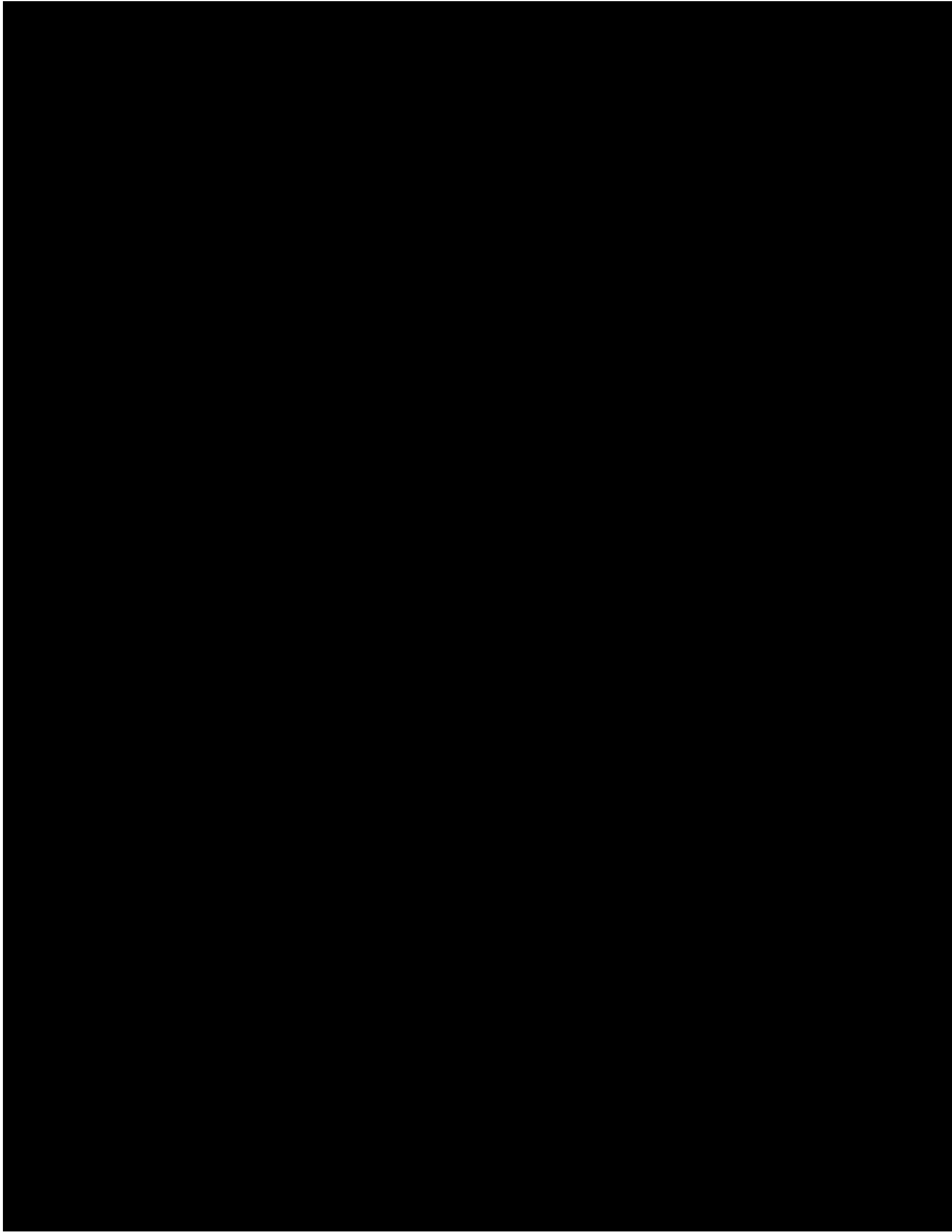


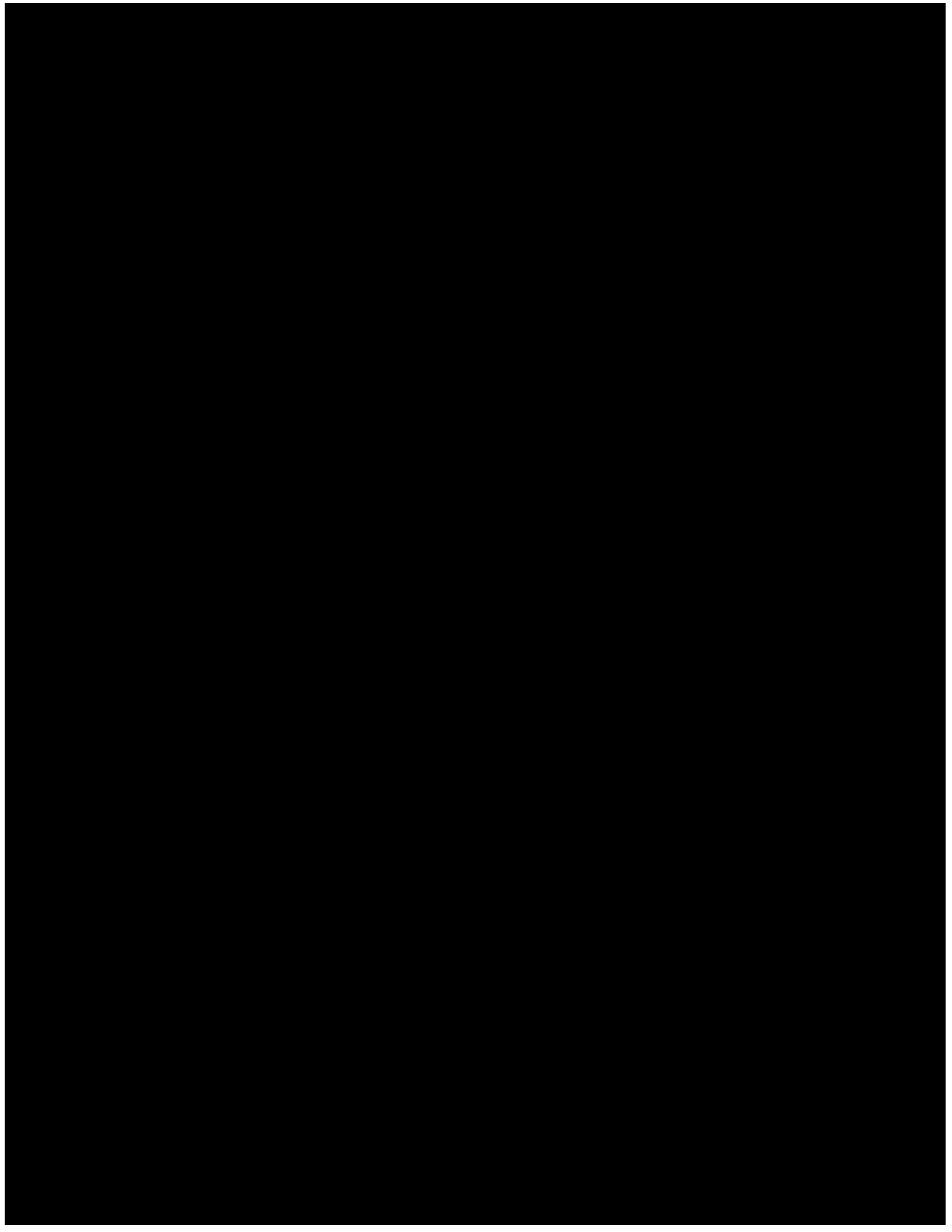


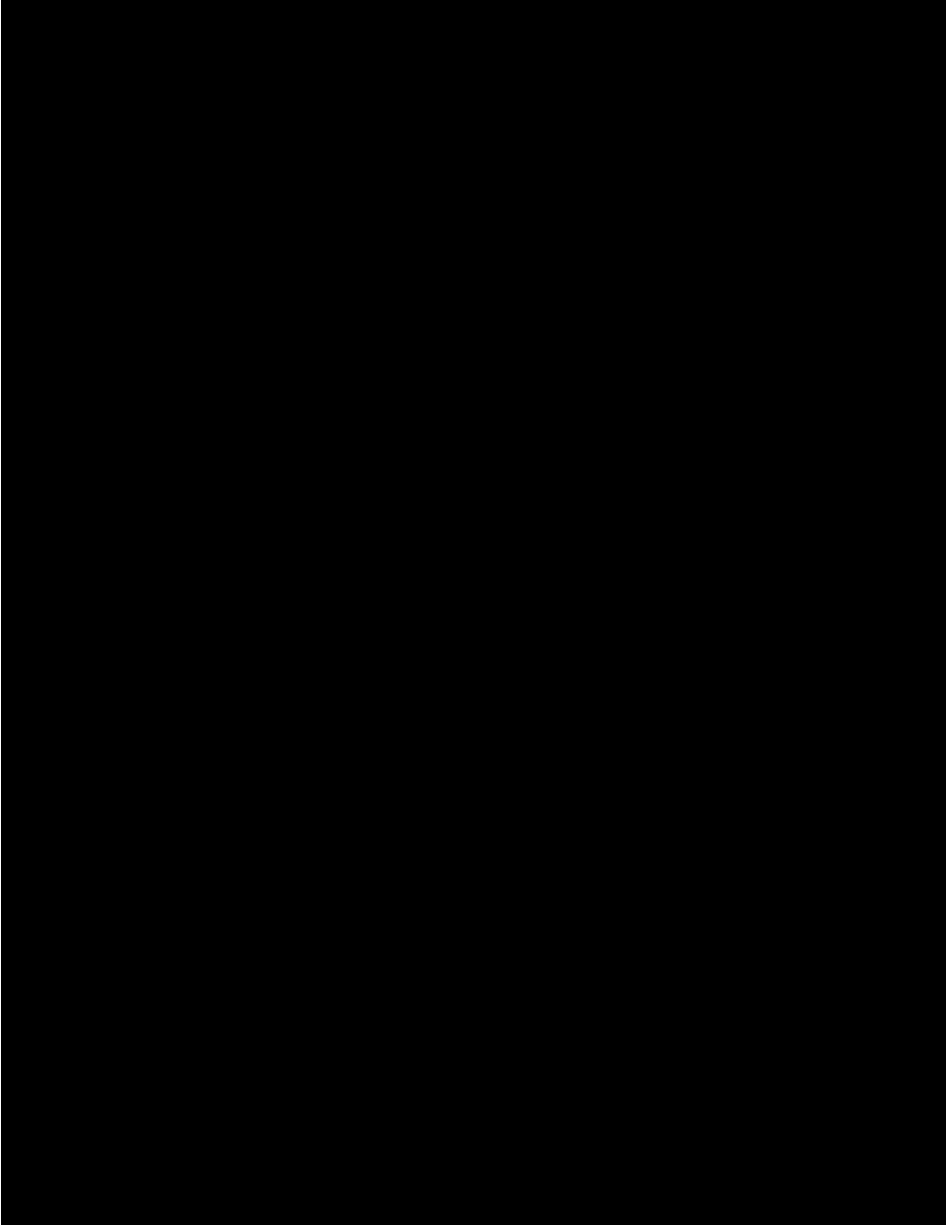


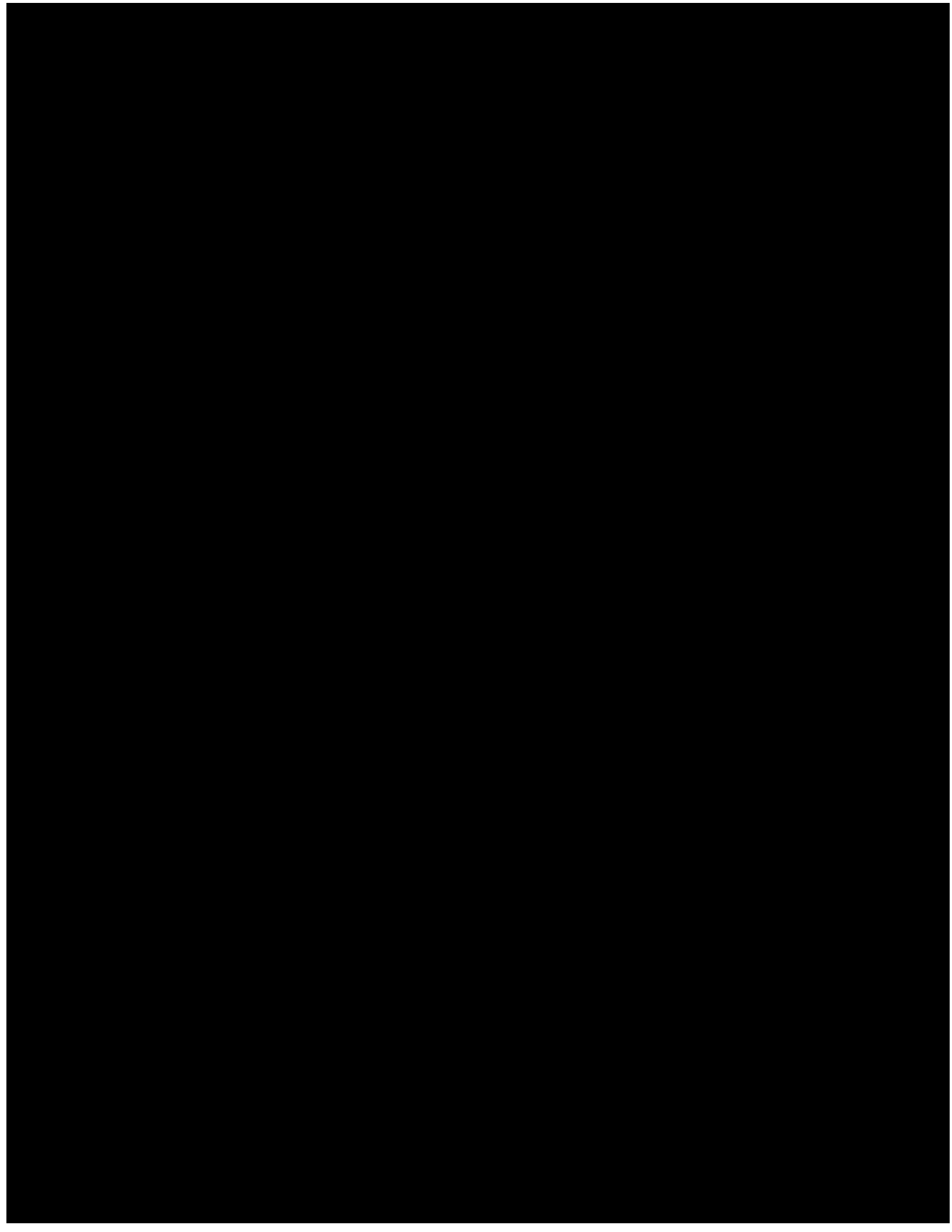


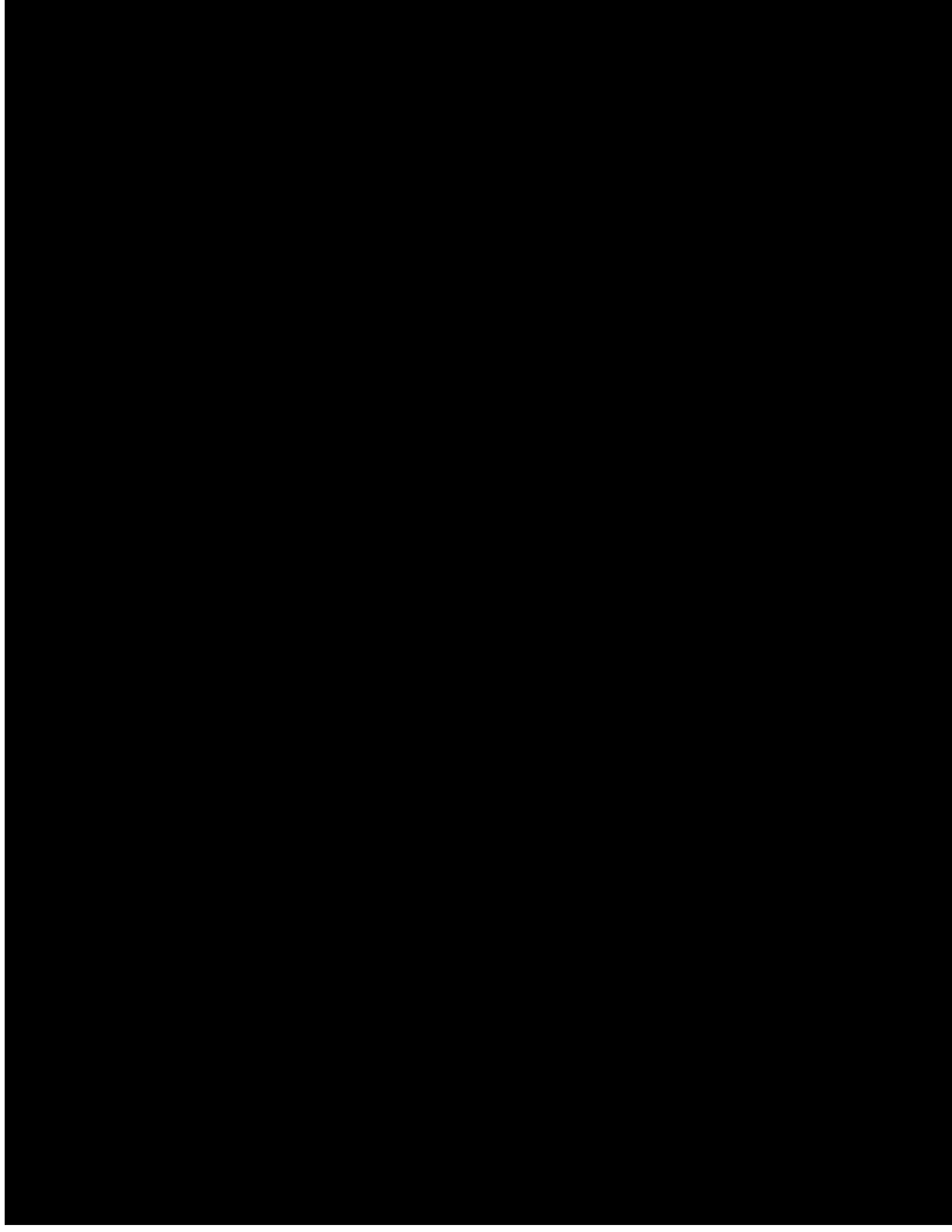


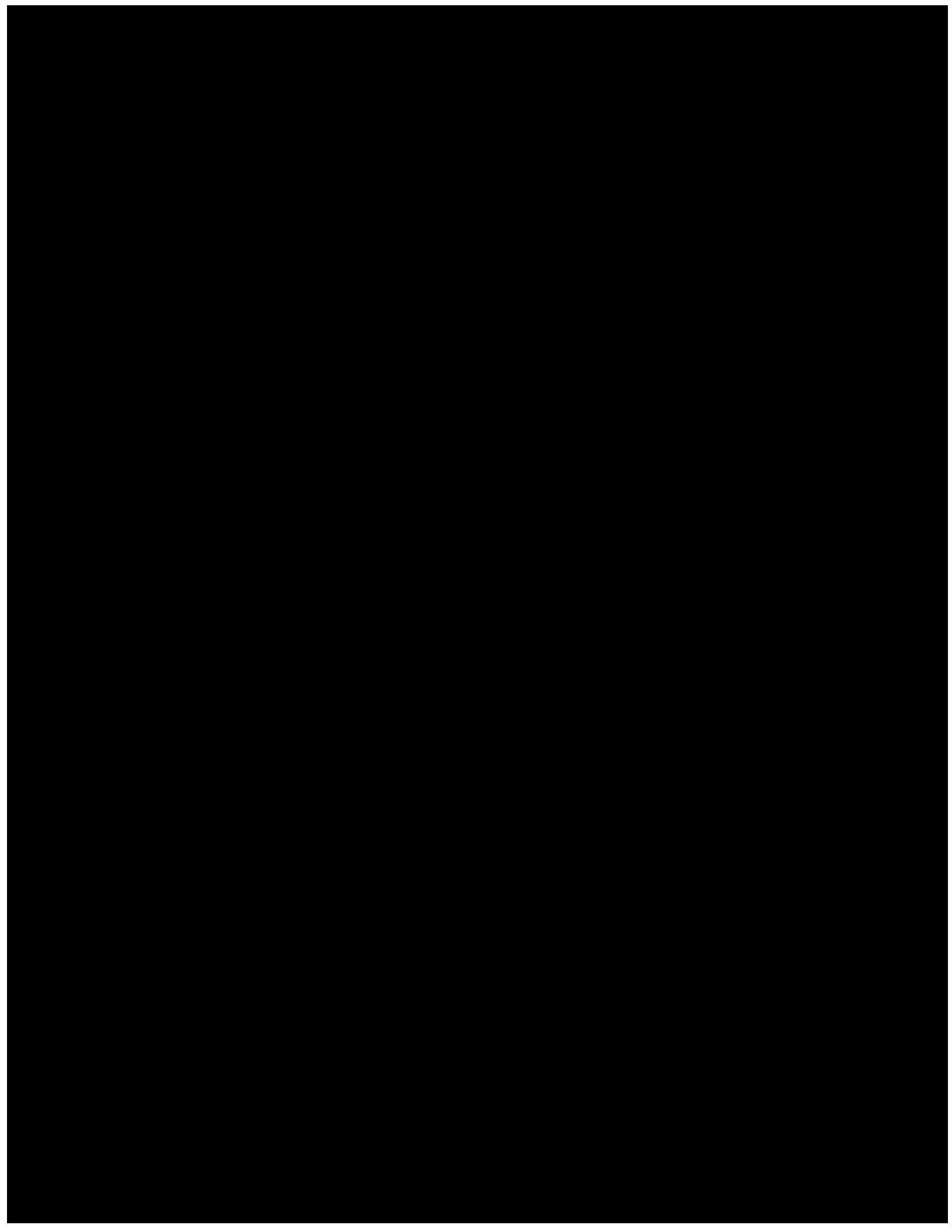




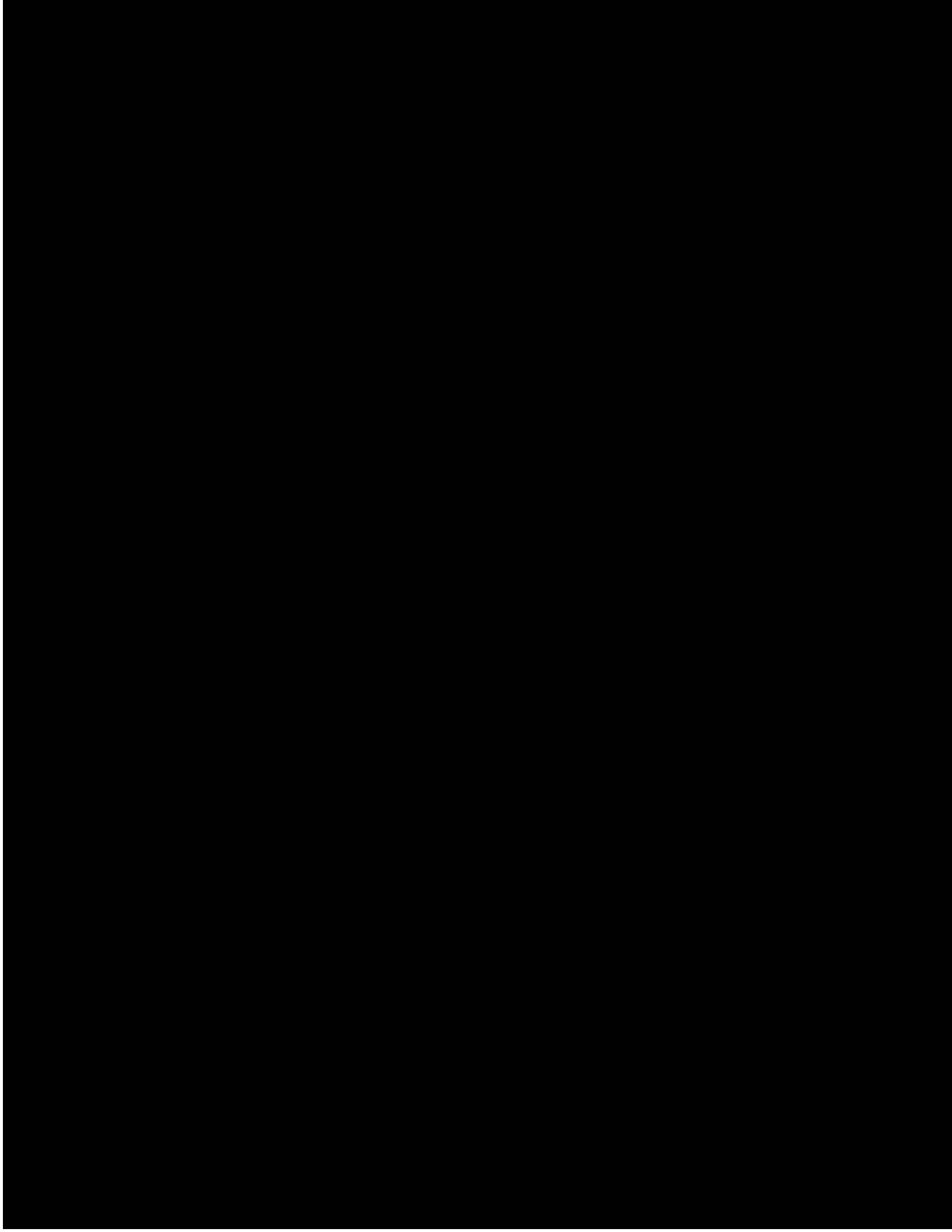


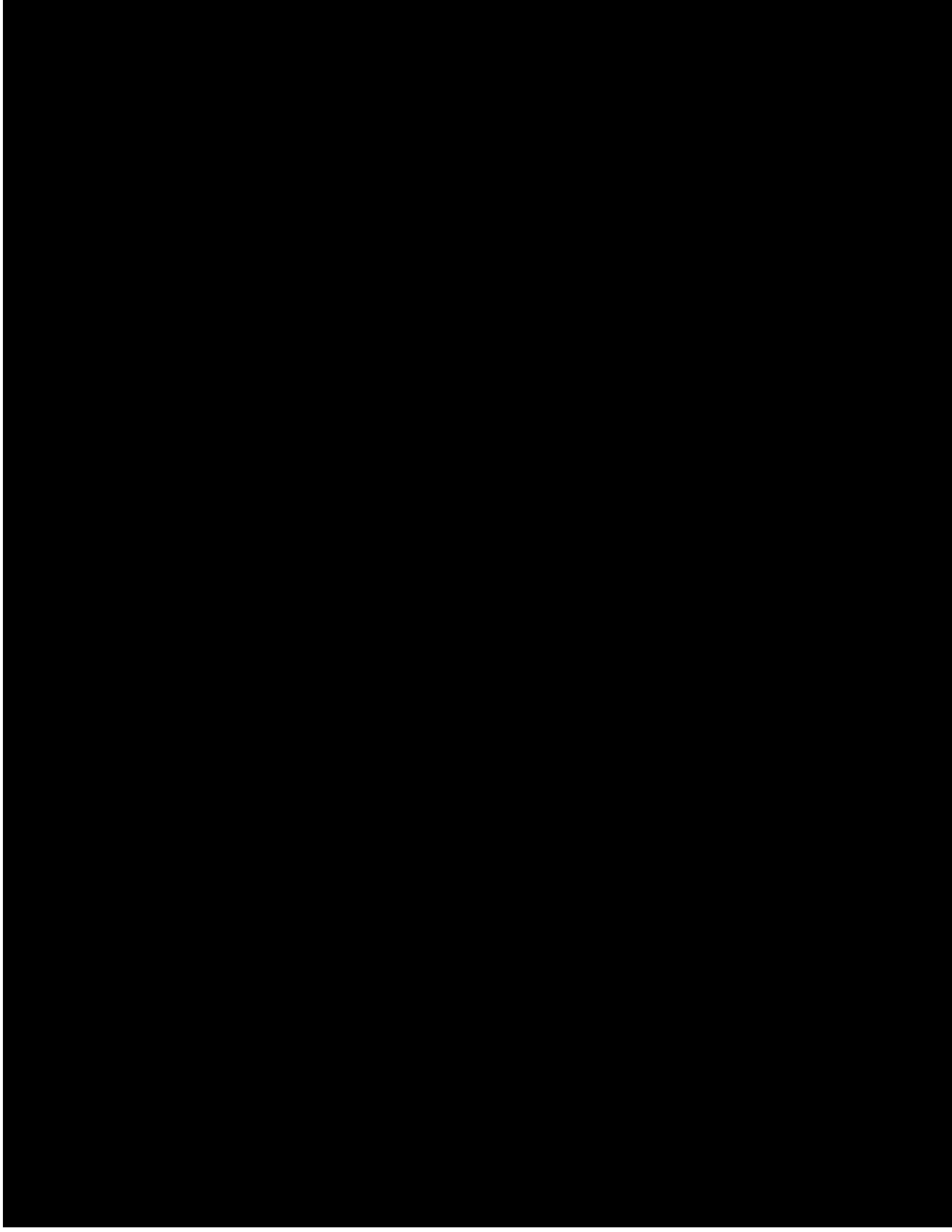


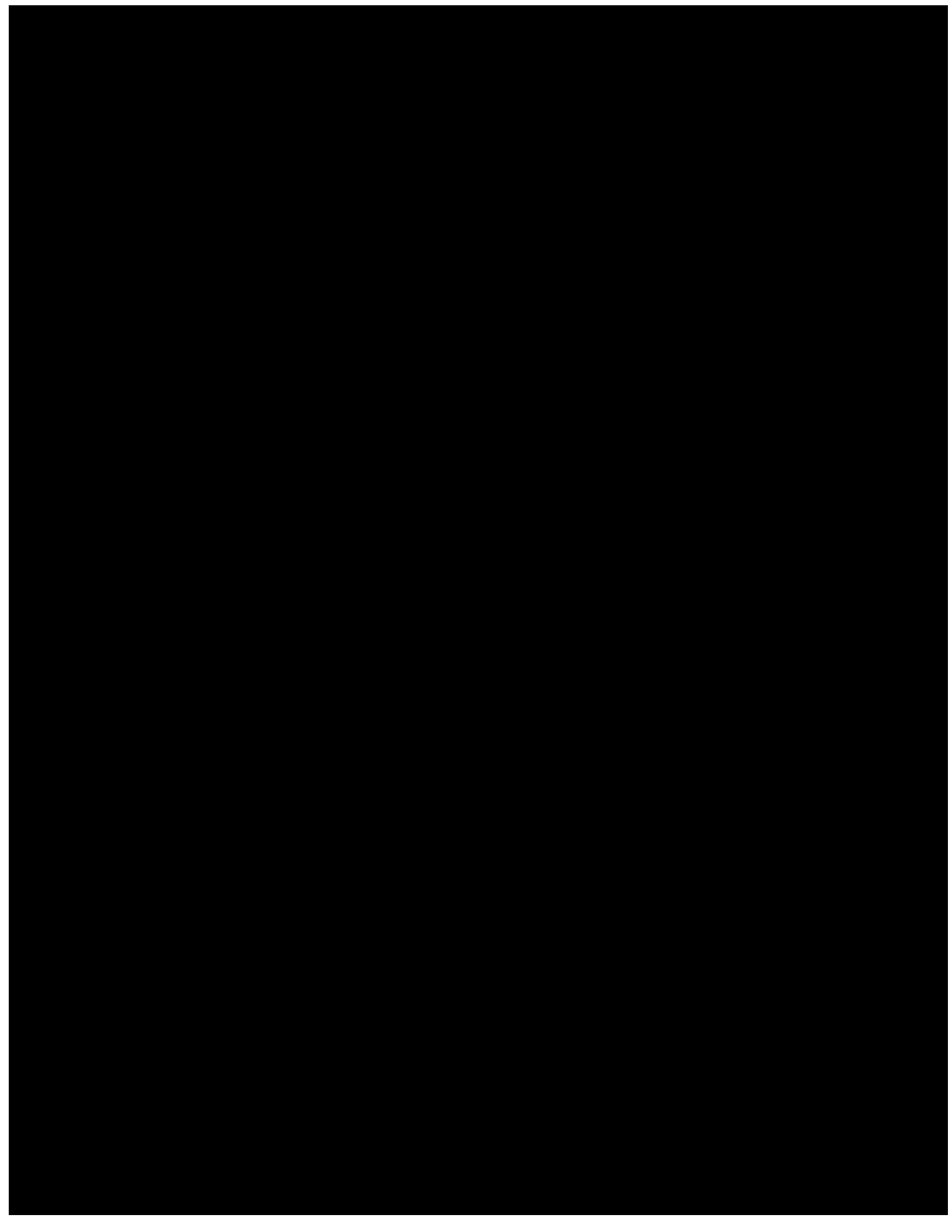


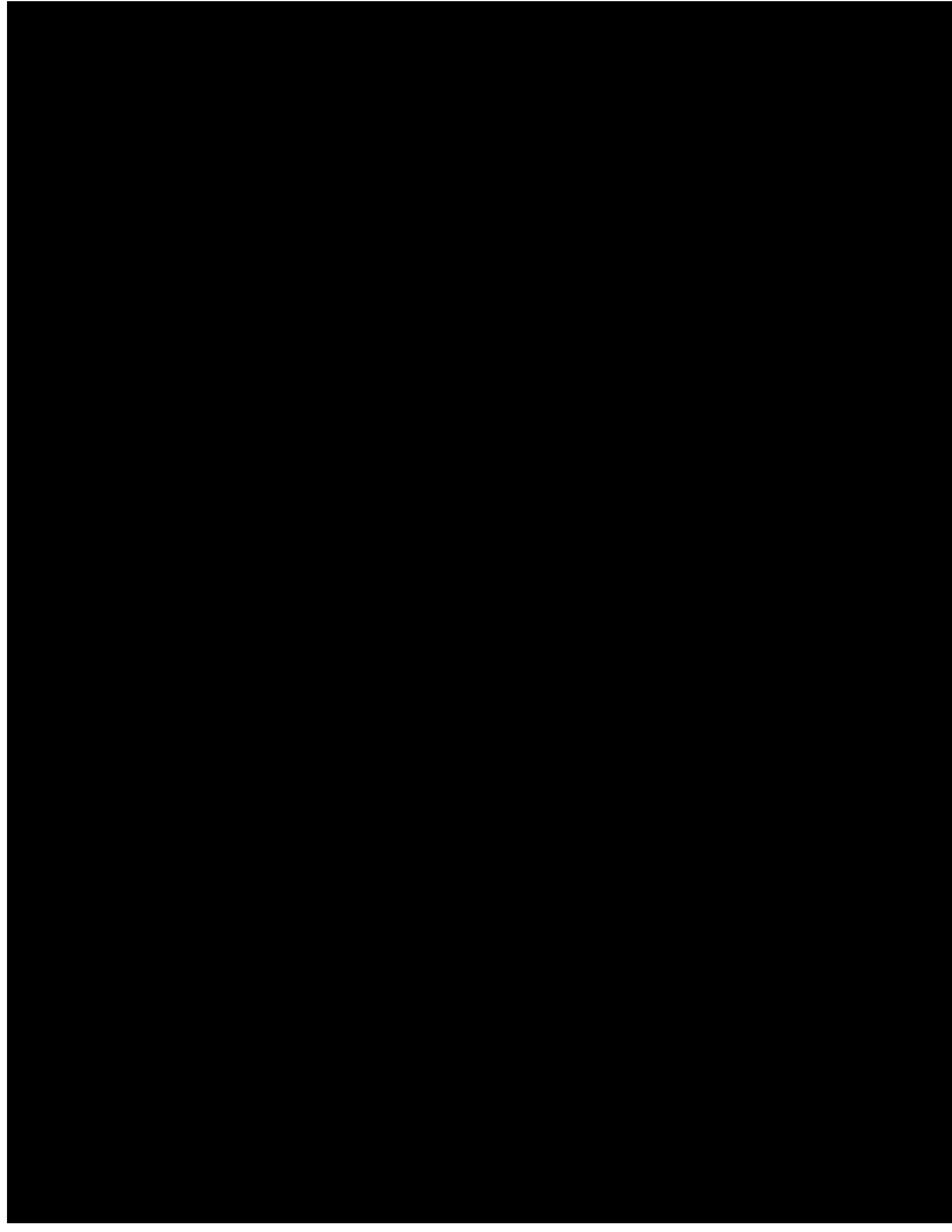


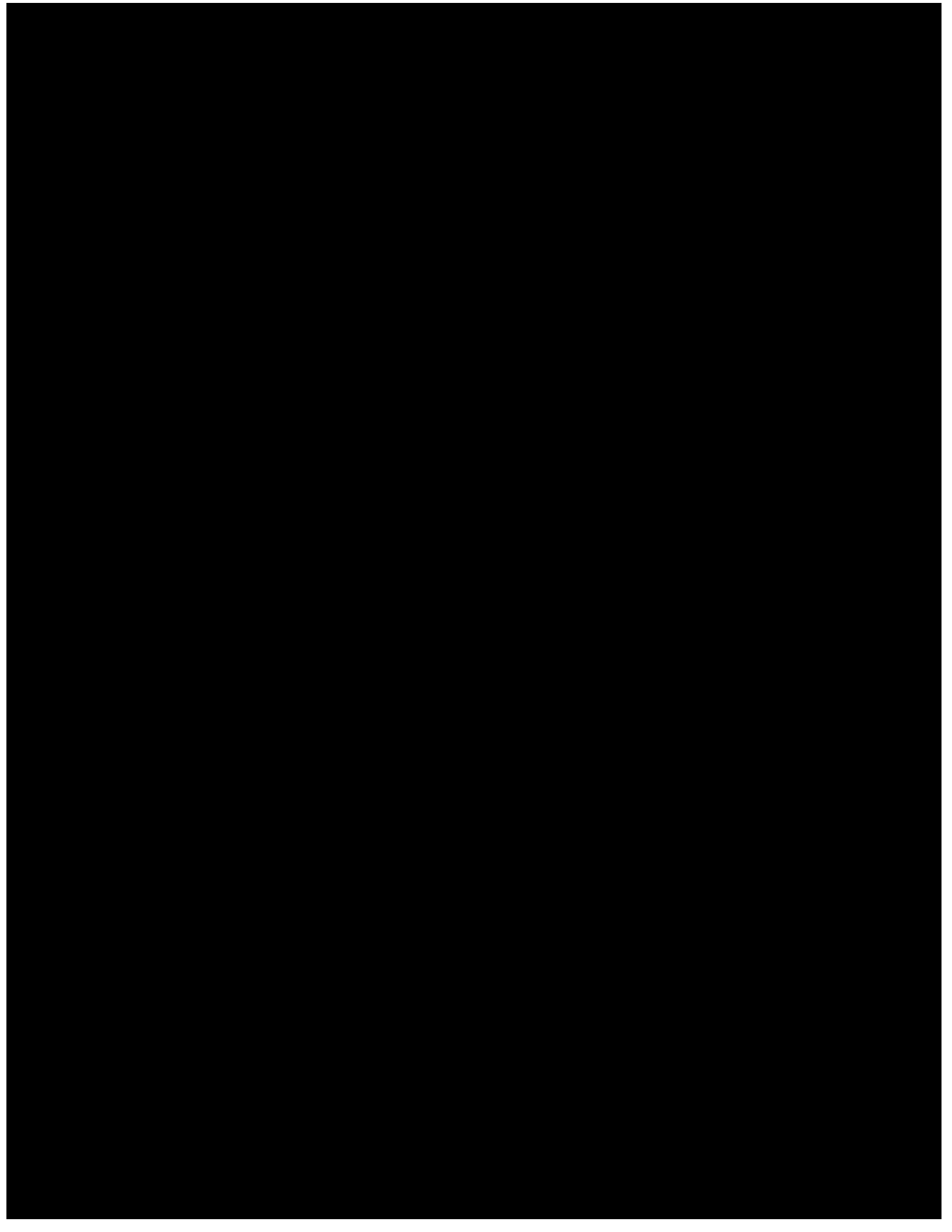


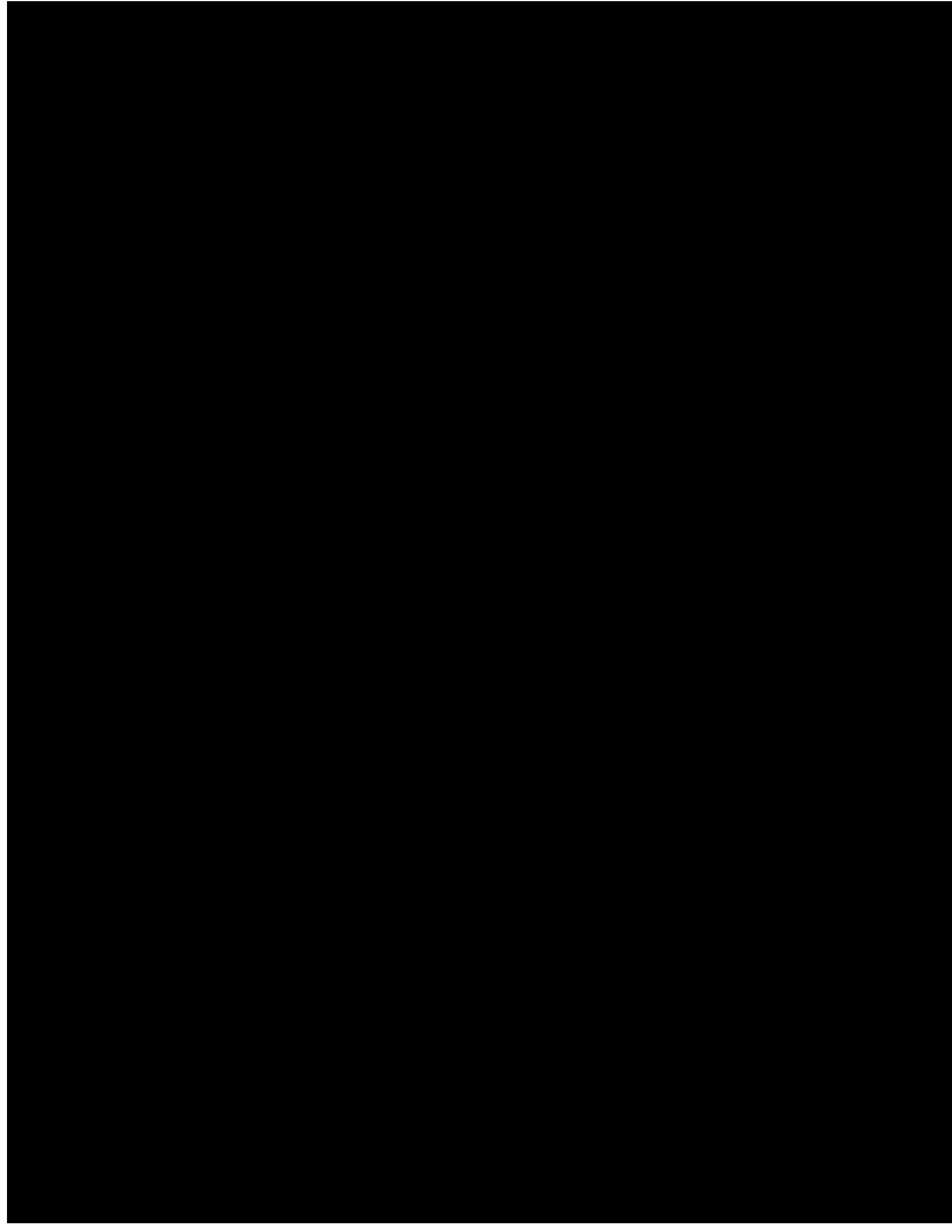


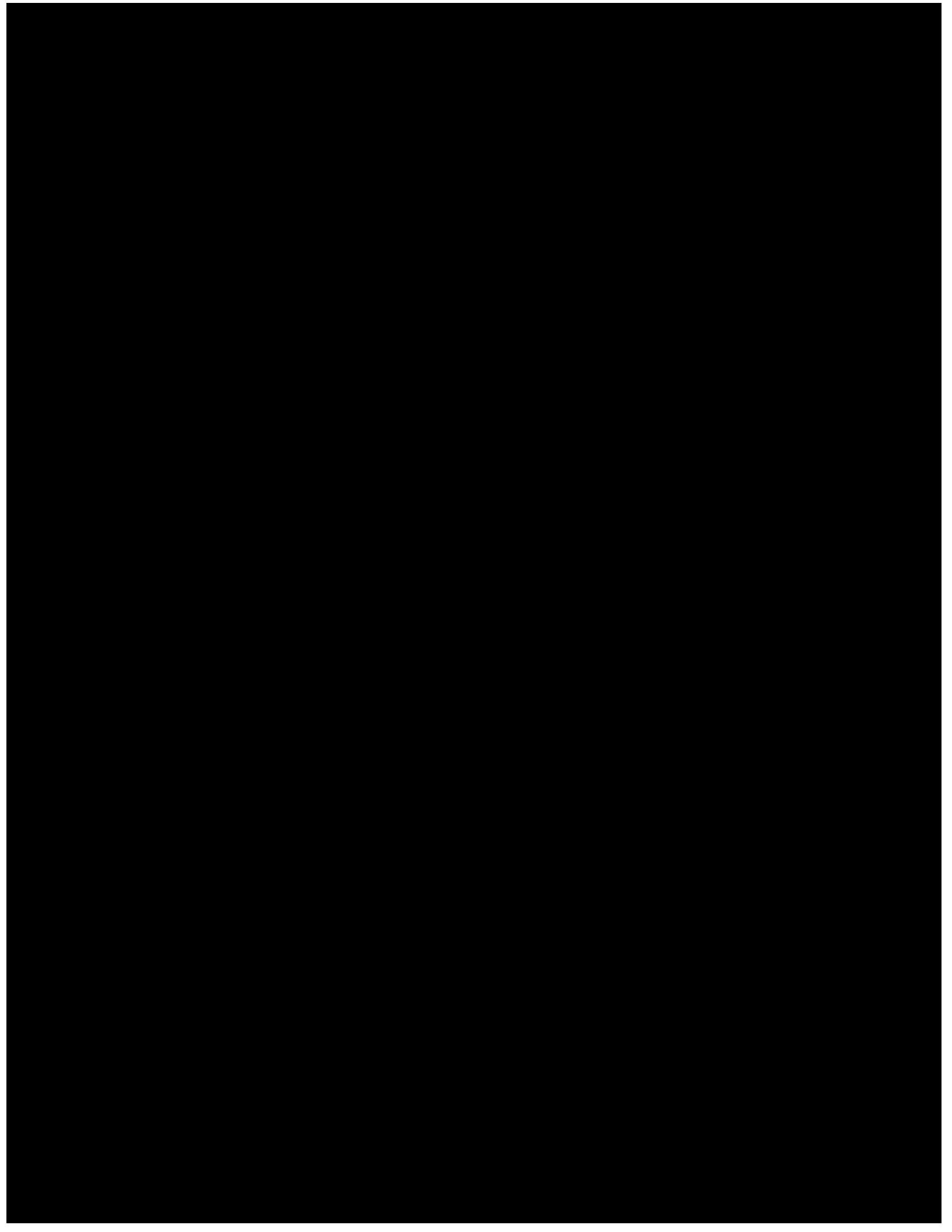


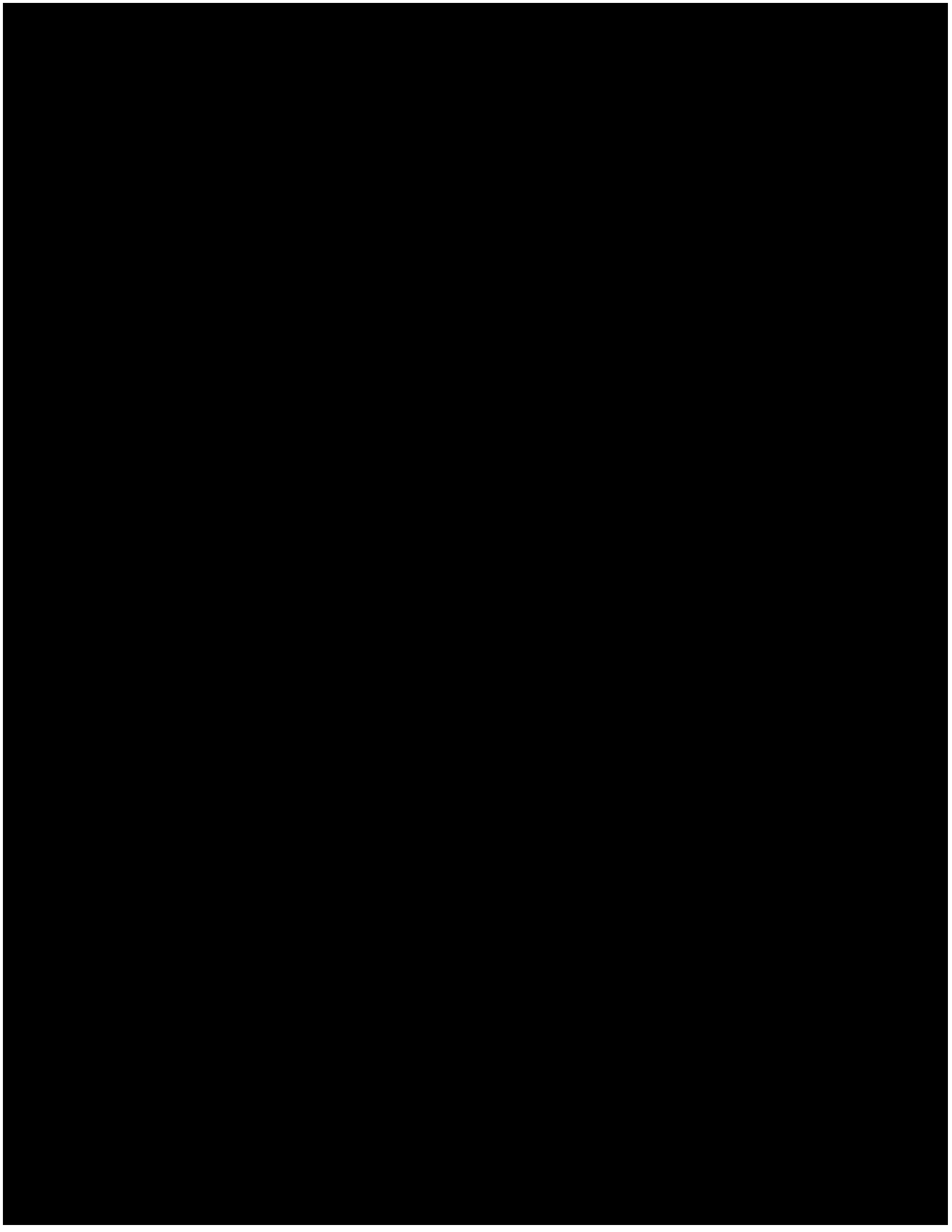




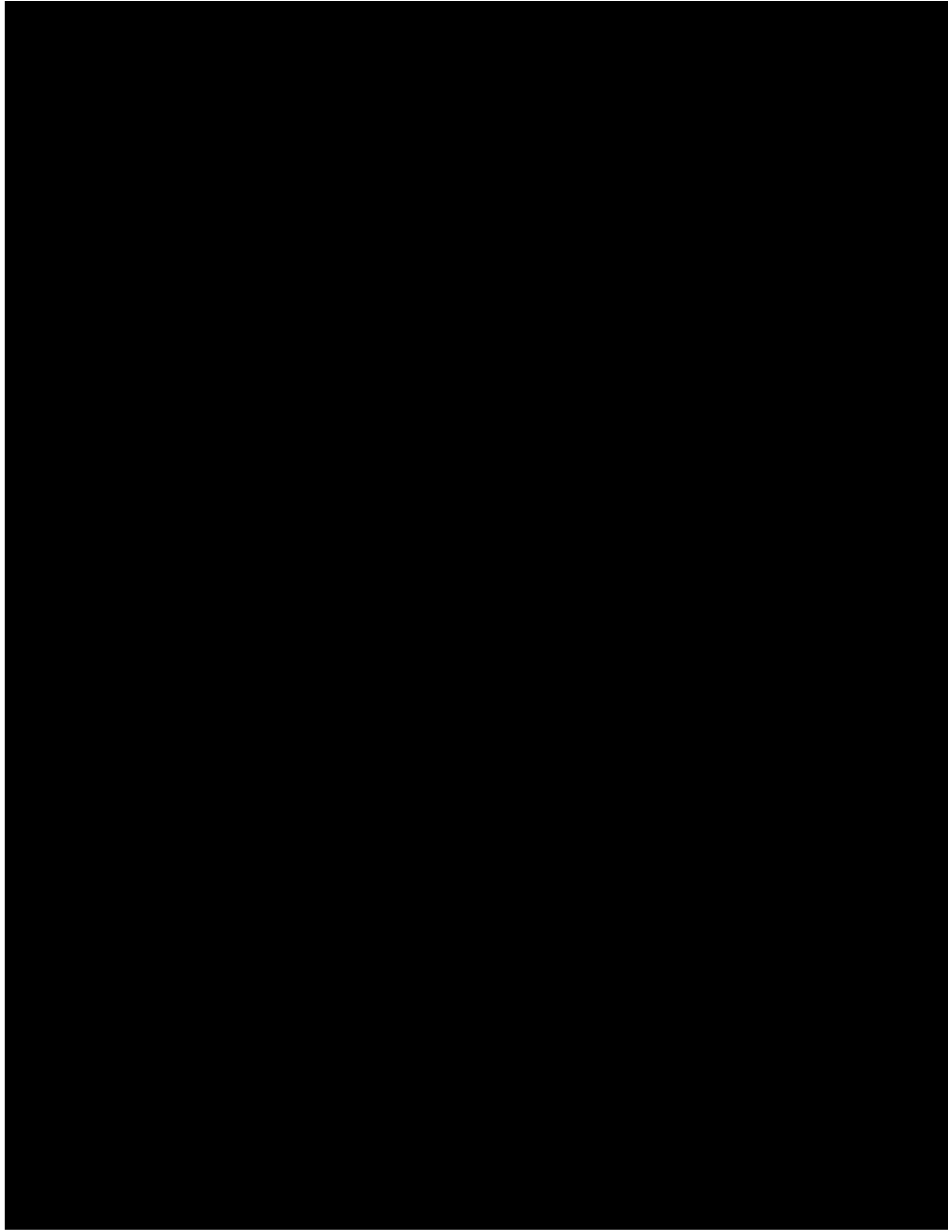


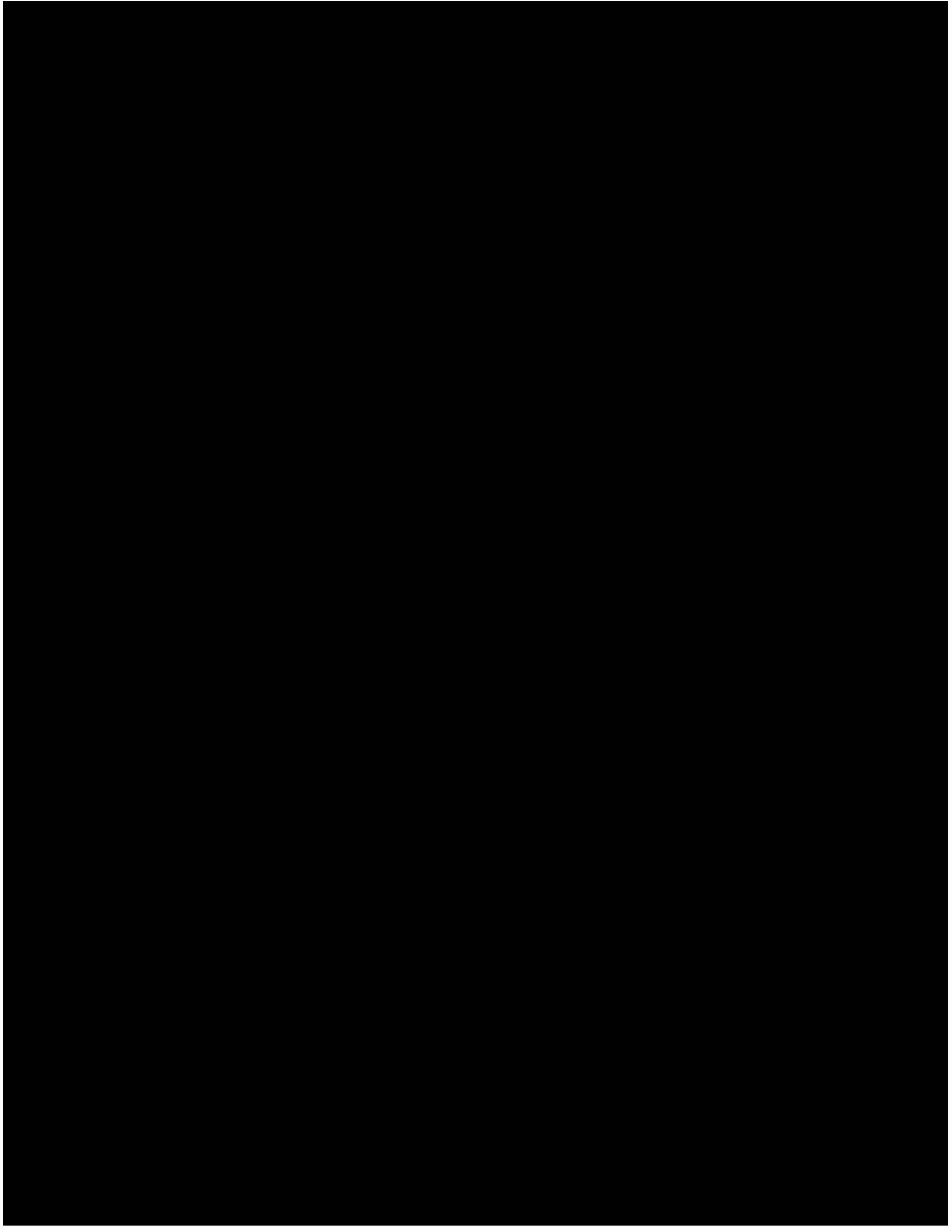










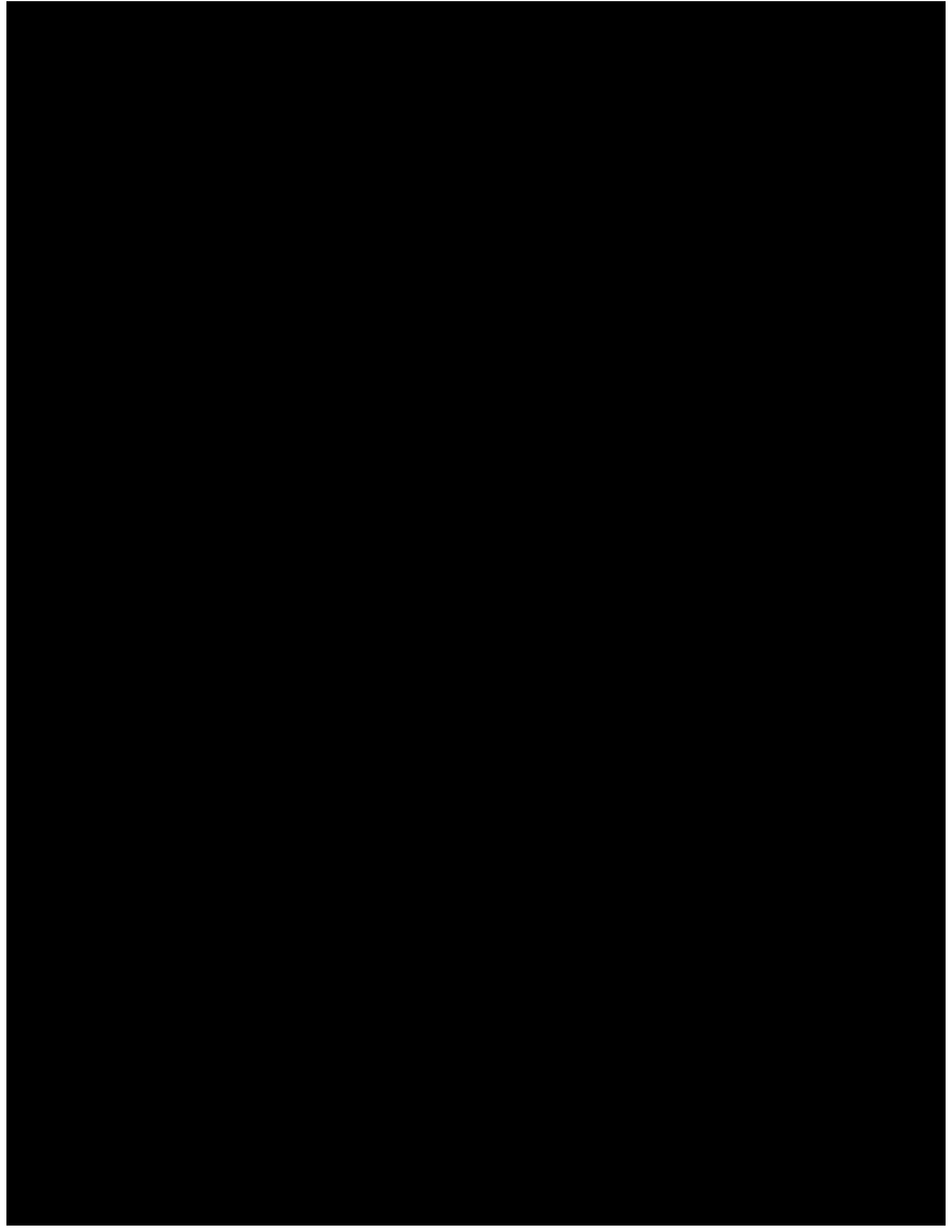


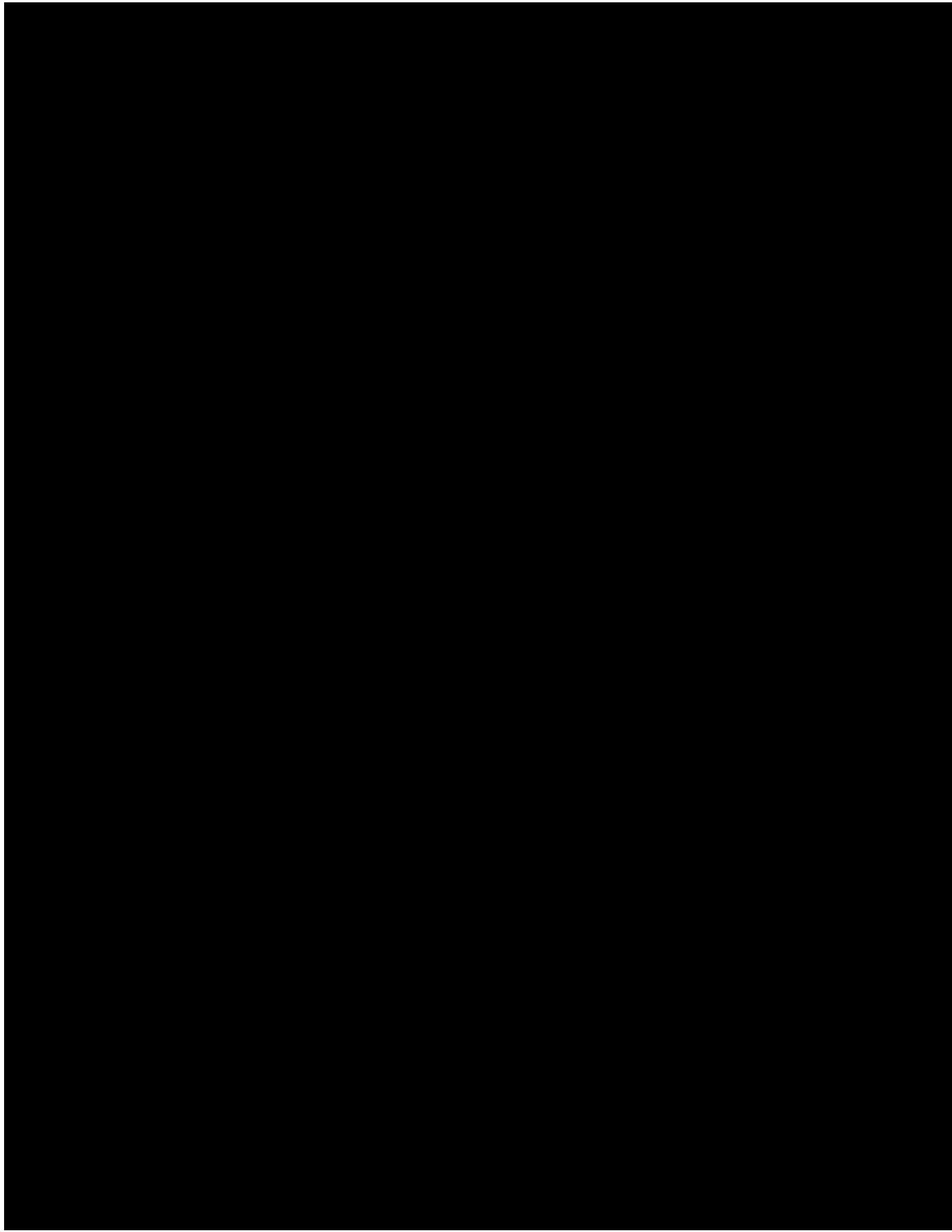
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and transfers between accounts.

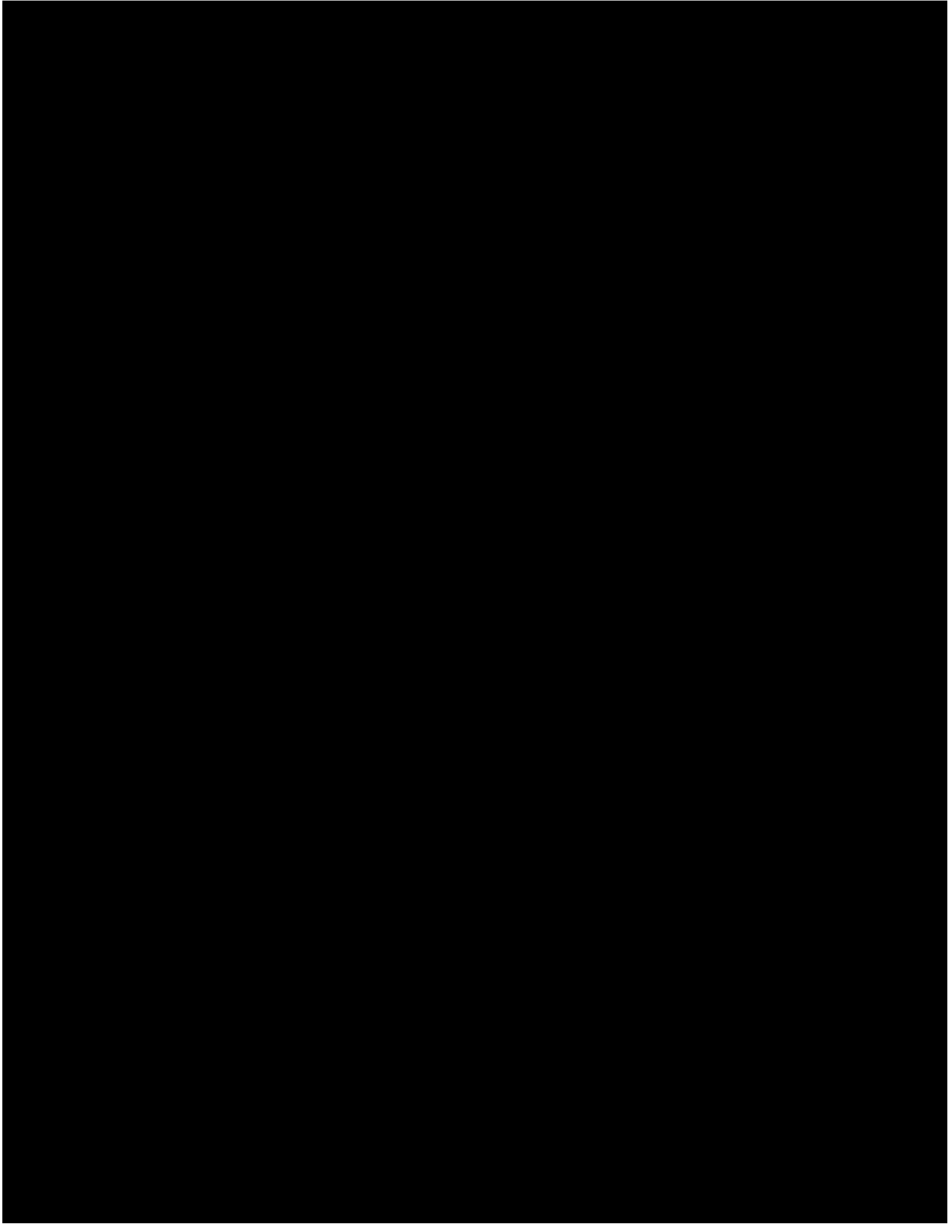
Next, the document outlines the process of reconciling bank statements with the company's records. This involves comparing the bank's record of transactions with the company's ledger to identify any discrepancies. Common reasons for differences include timing issues, such as deposits in transit or outstanding checks, and errors in recording or transcription.

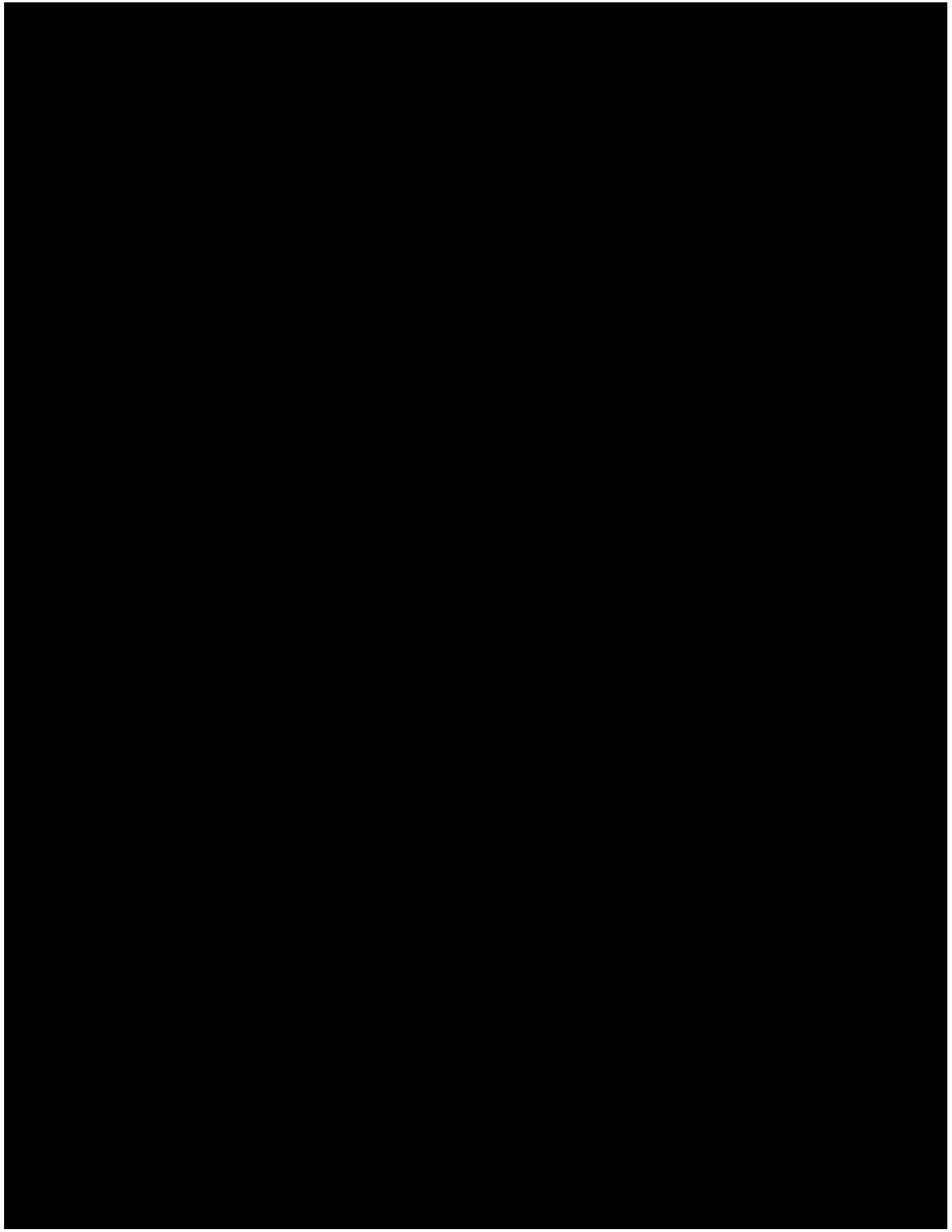
The document then addresses the preparation of the income statement. It explains how the data from the ledger is used to calculate the company's net income for a given period. Key components include revenue, cost of goods sold, operating expenses, and non-operating items. The goal is to provide a clear picture of the company's profitability.

Finally, the document discusses the importance of reviewing and auditing the financial records. Regular audits help to detect and correct errors, prevent fraud, and ensure compliance with accounting standards and regulations. It also highlights the role of management in overseeing the financial reporting process and ensuring the accuracy and reliability of the information presented.



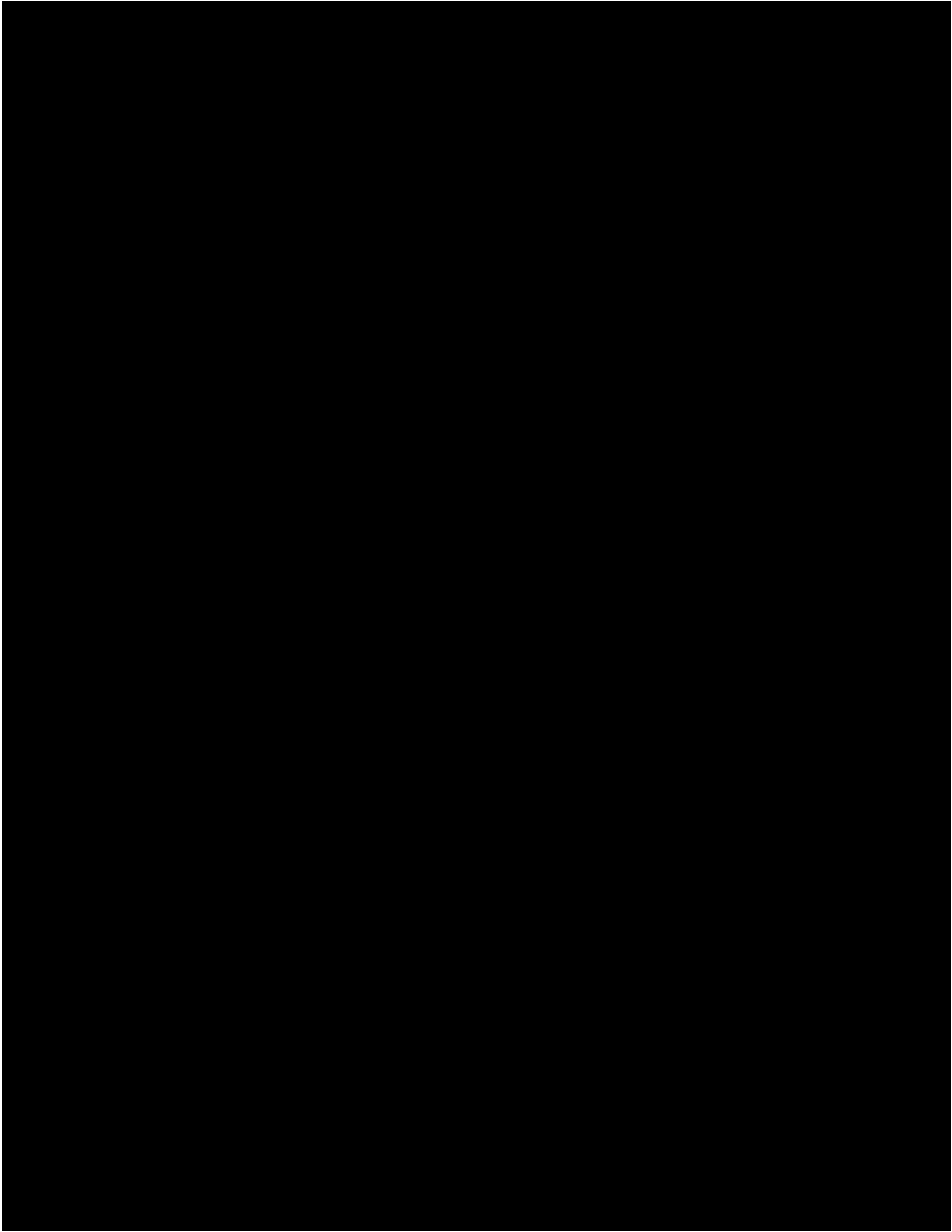


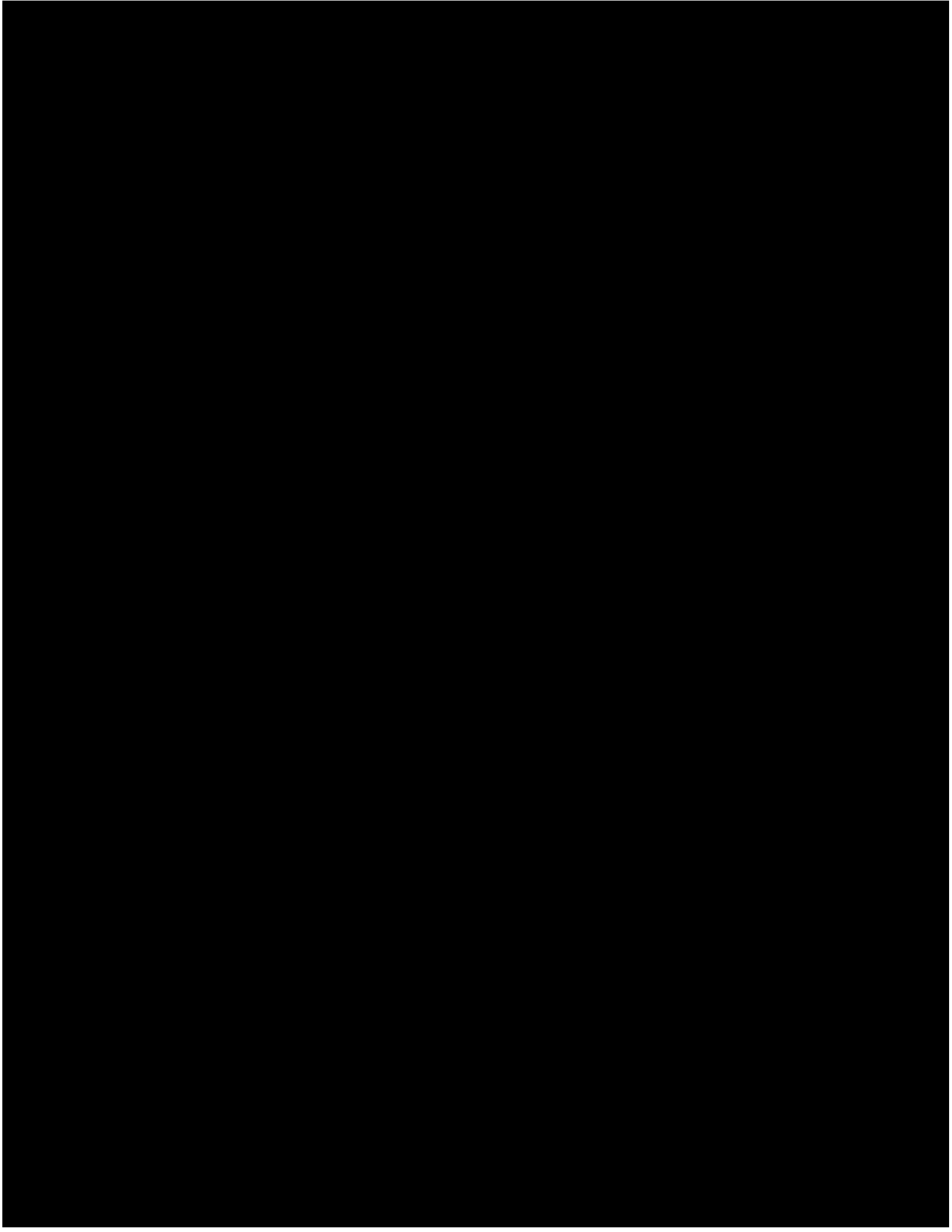


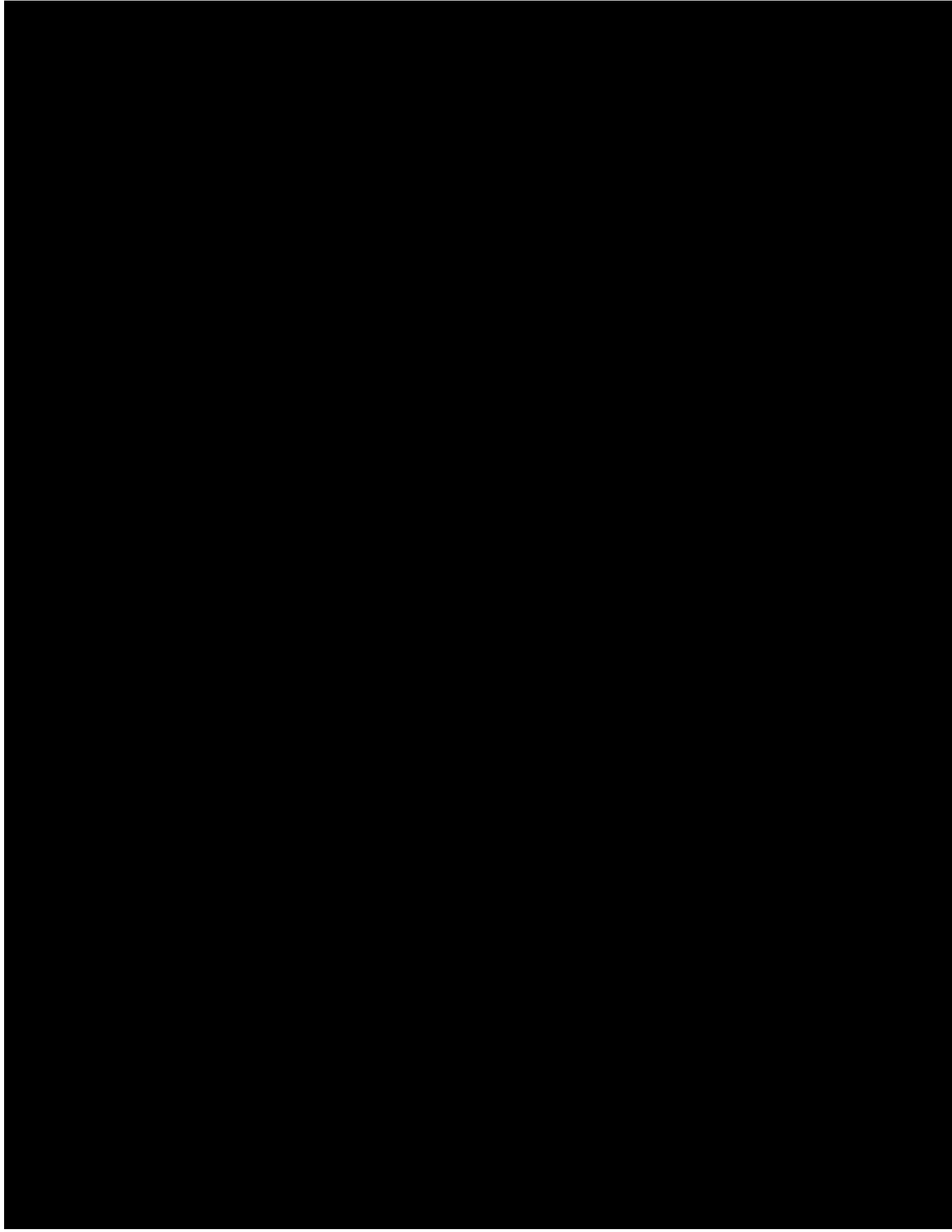


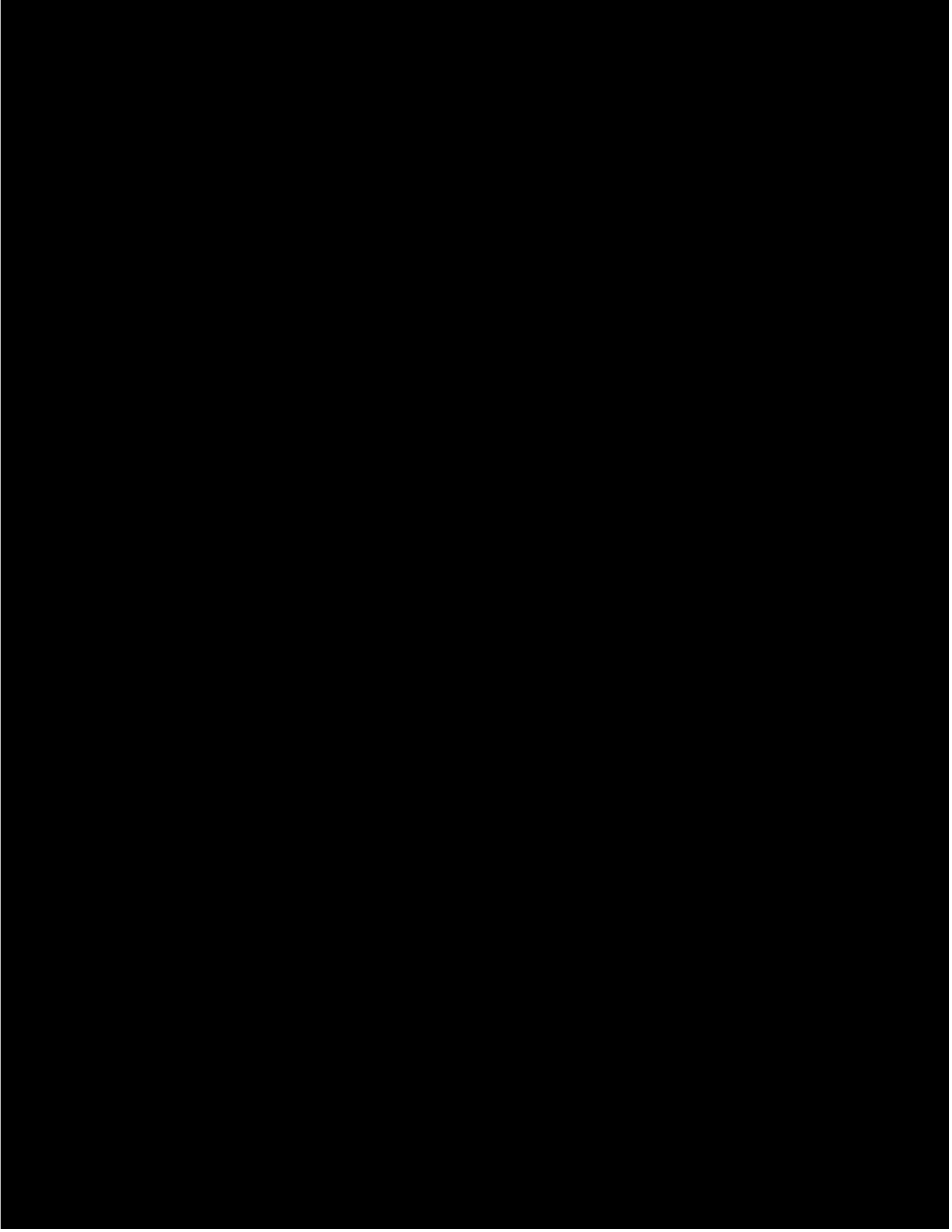


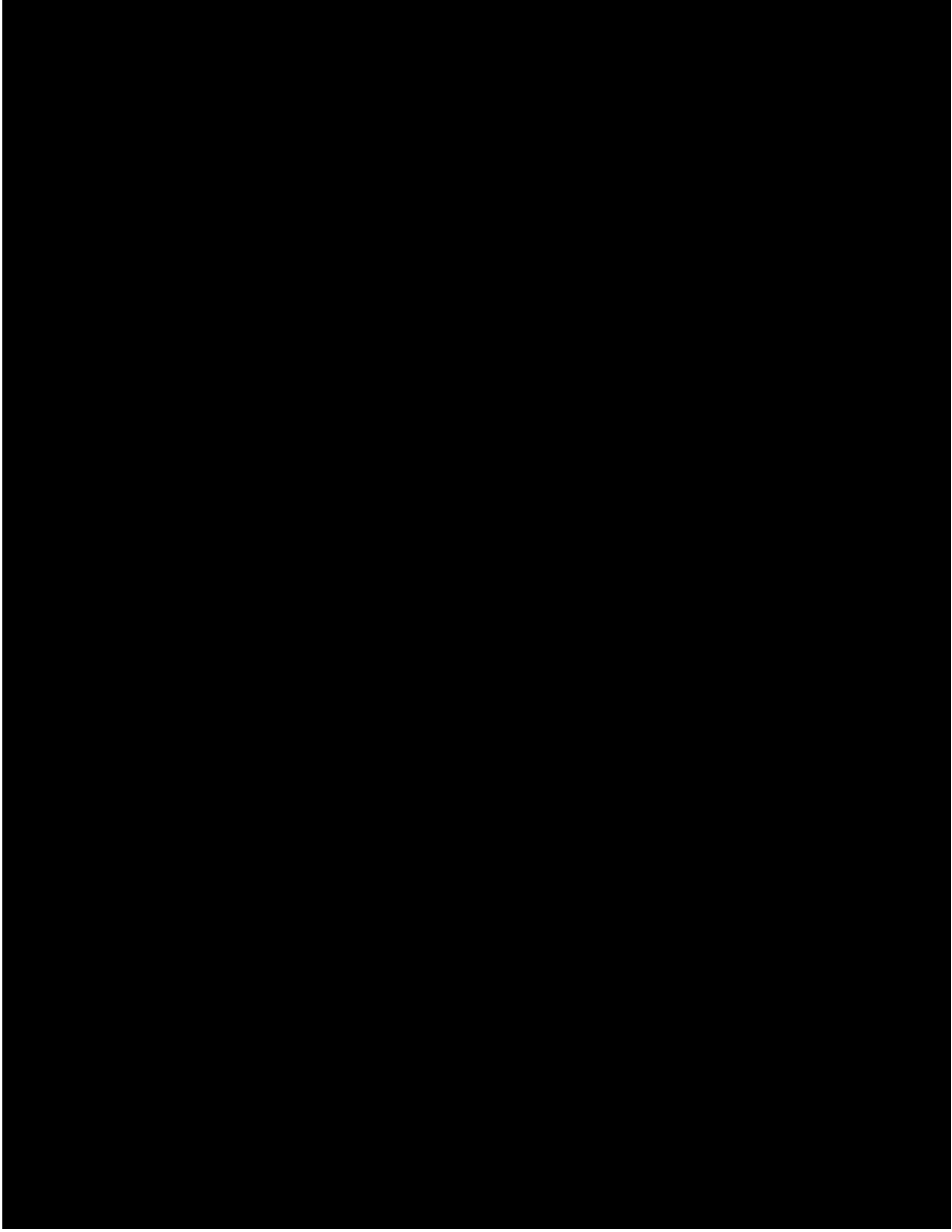


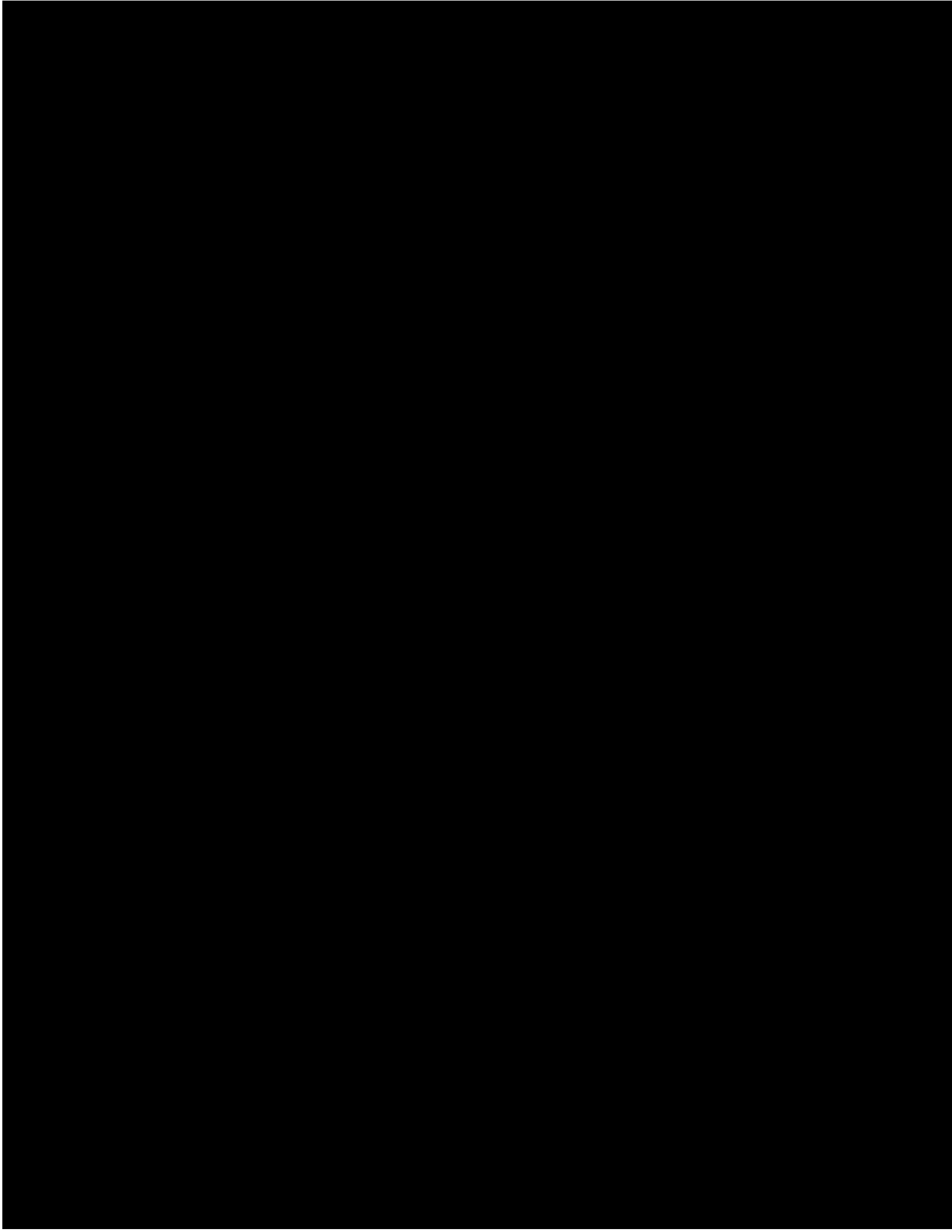


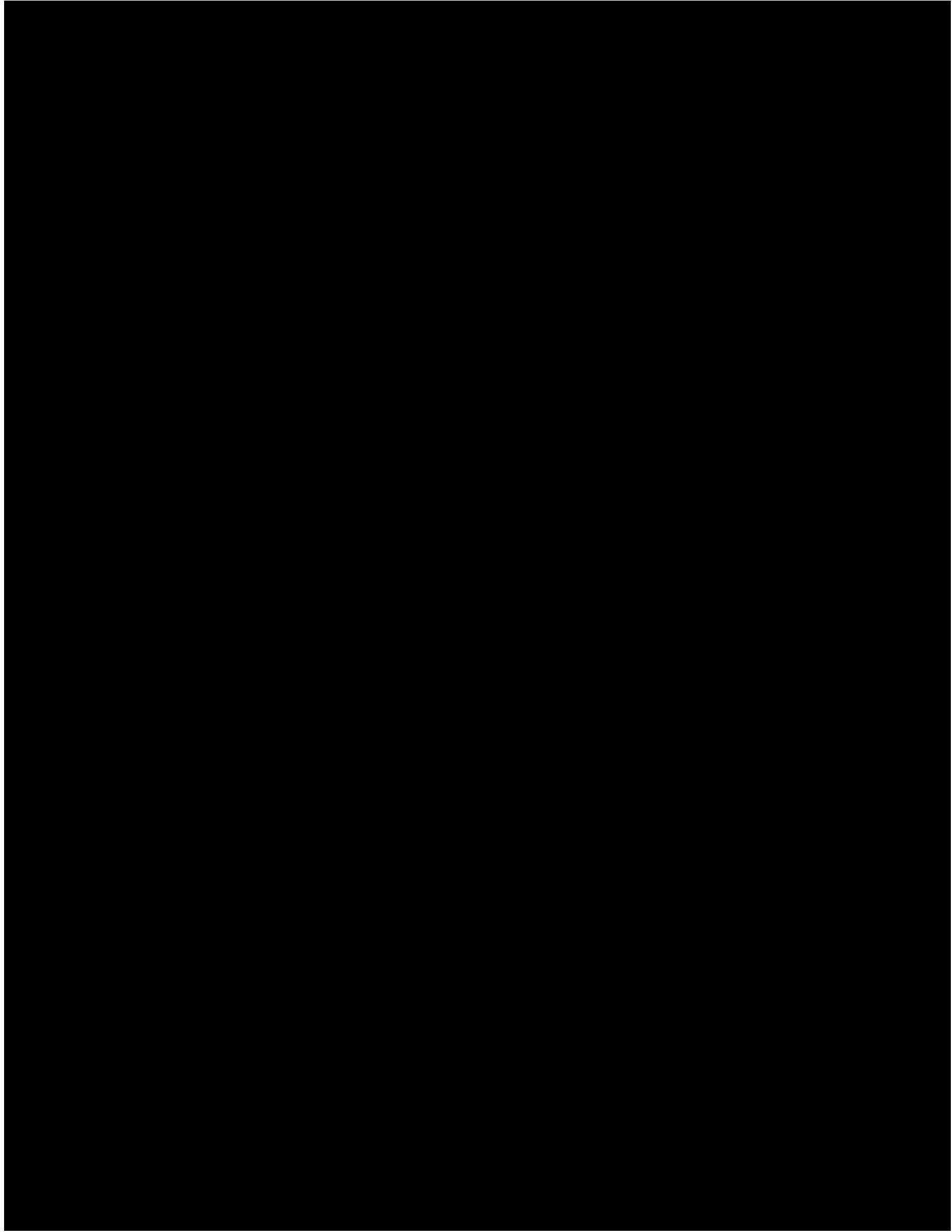


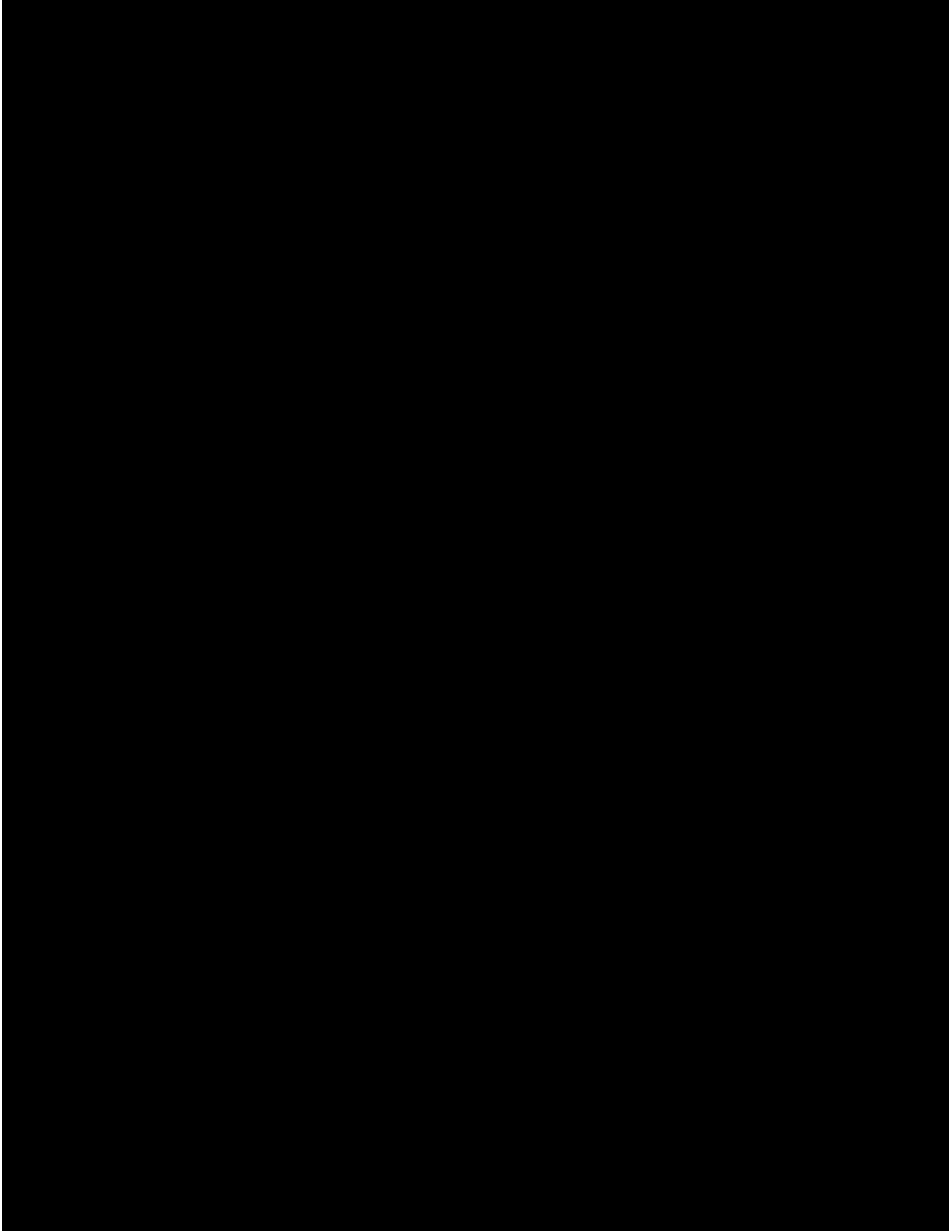




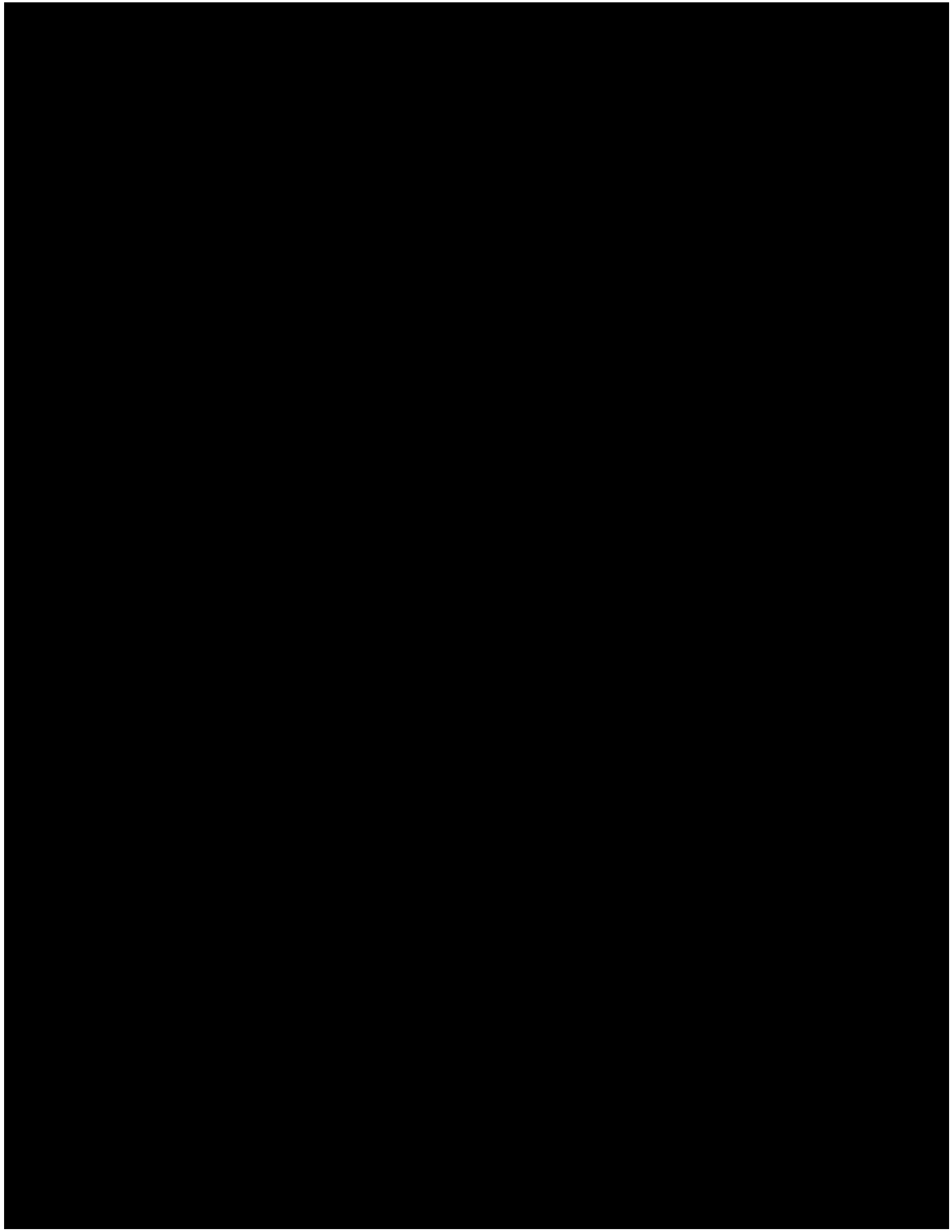


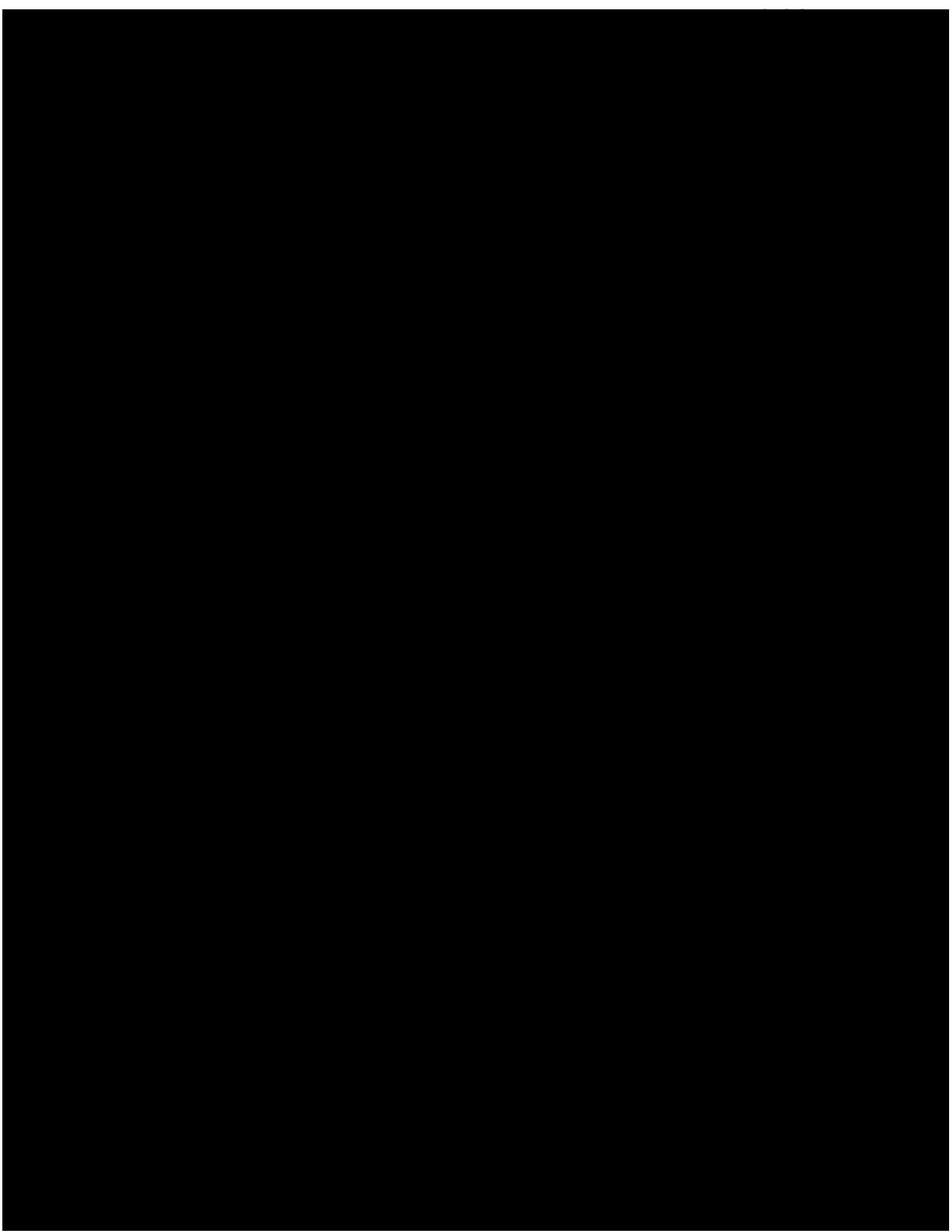


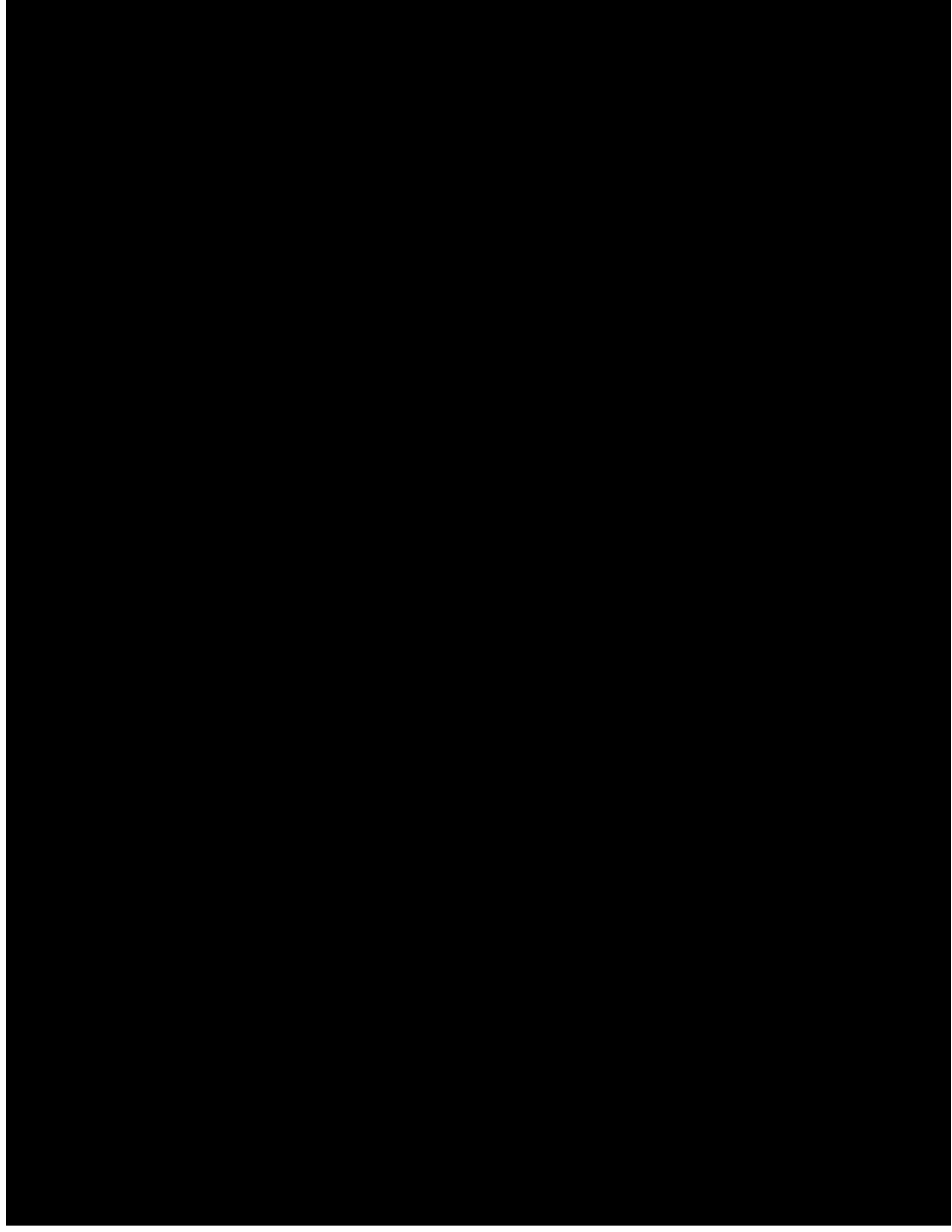


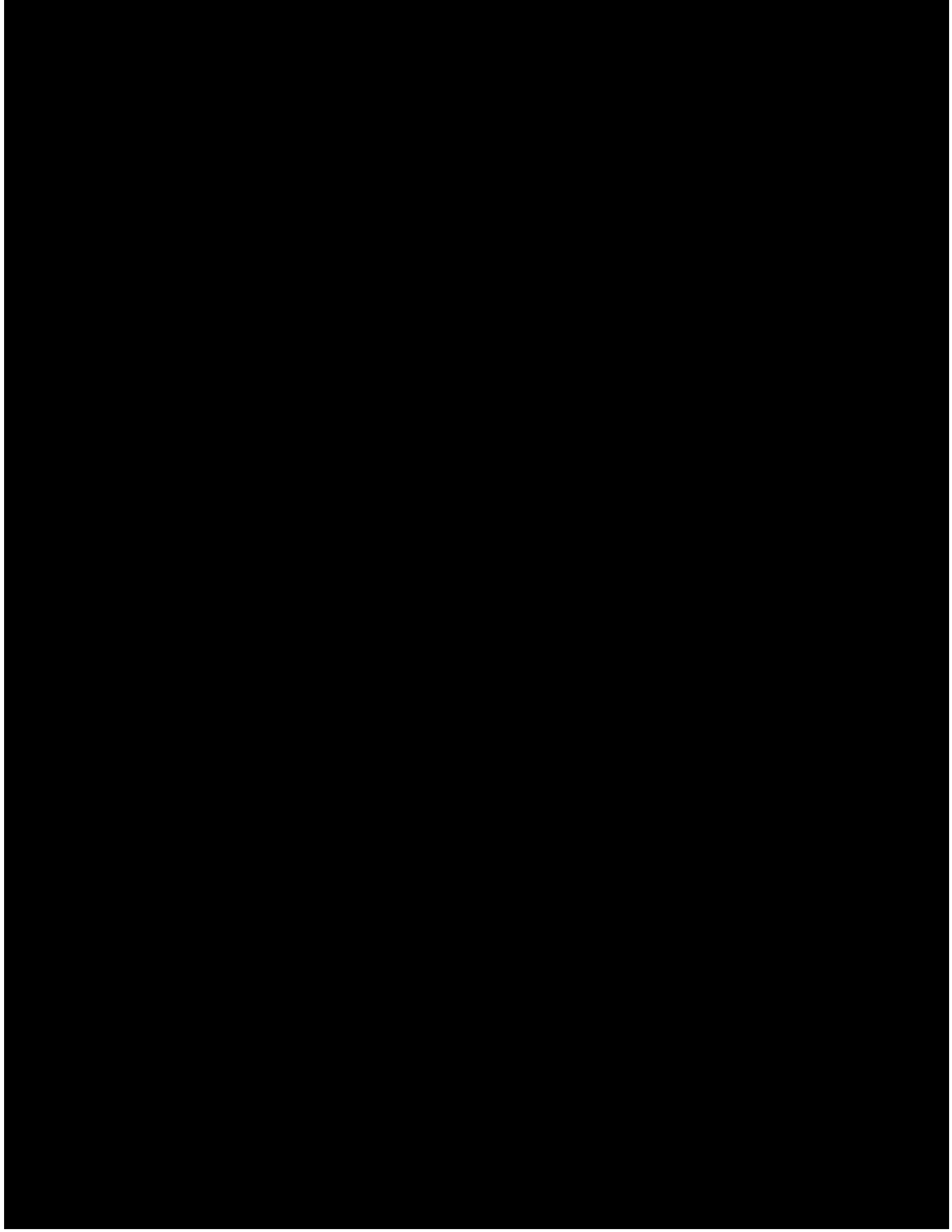


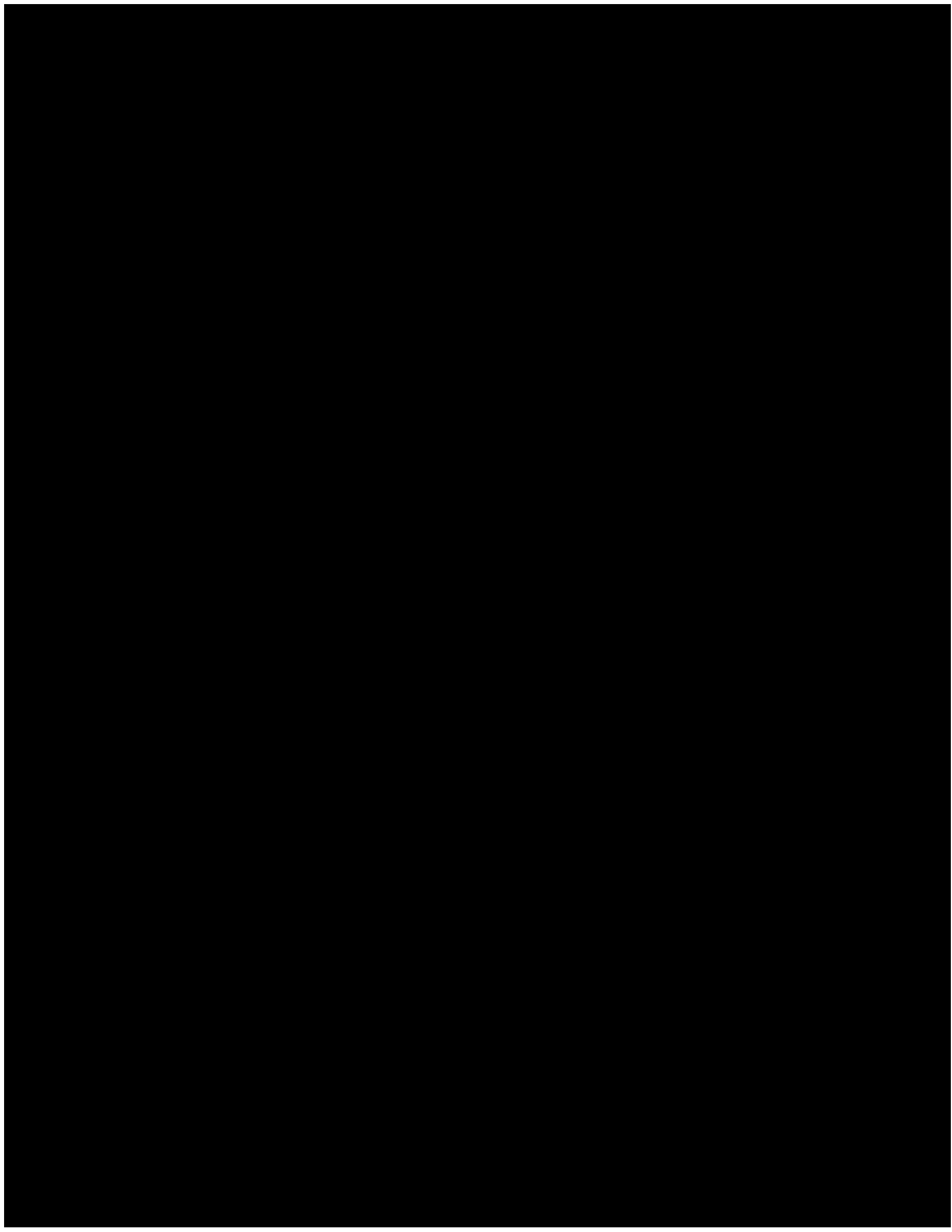


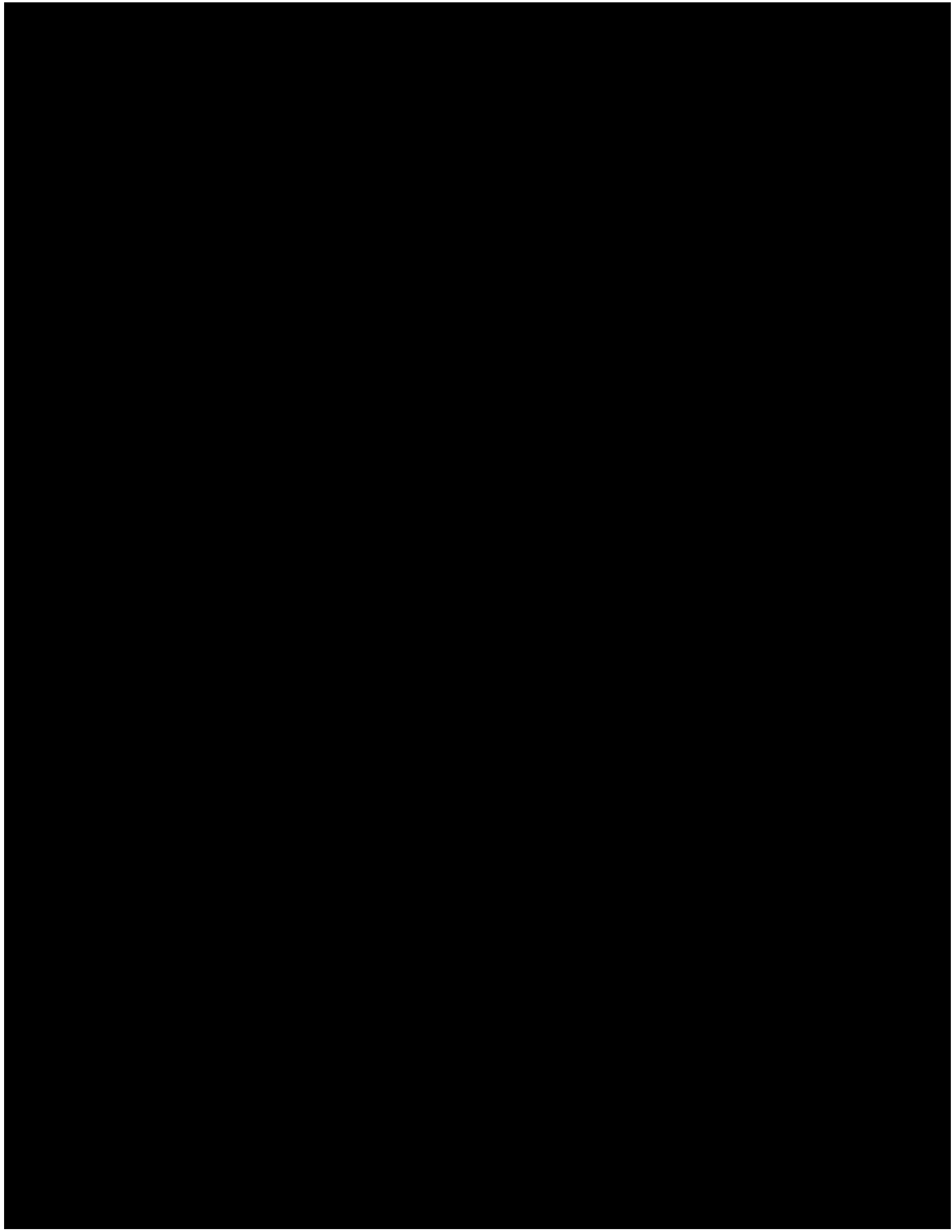


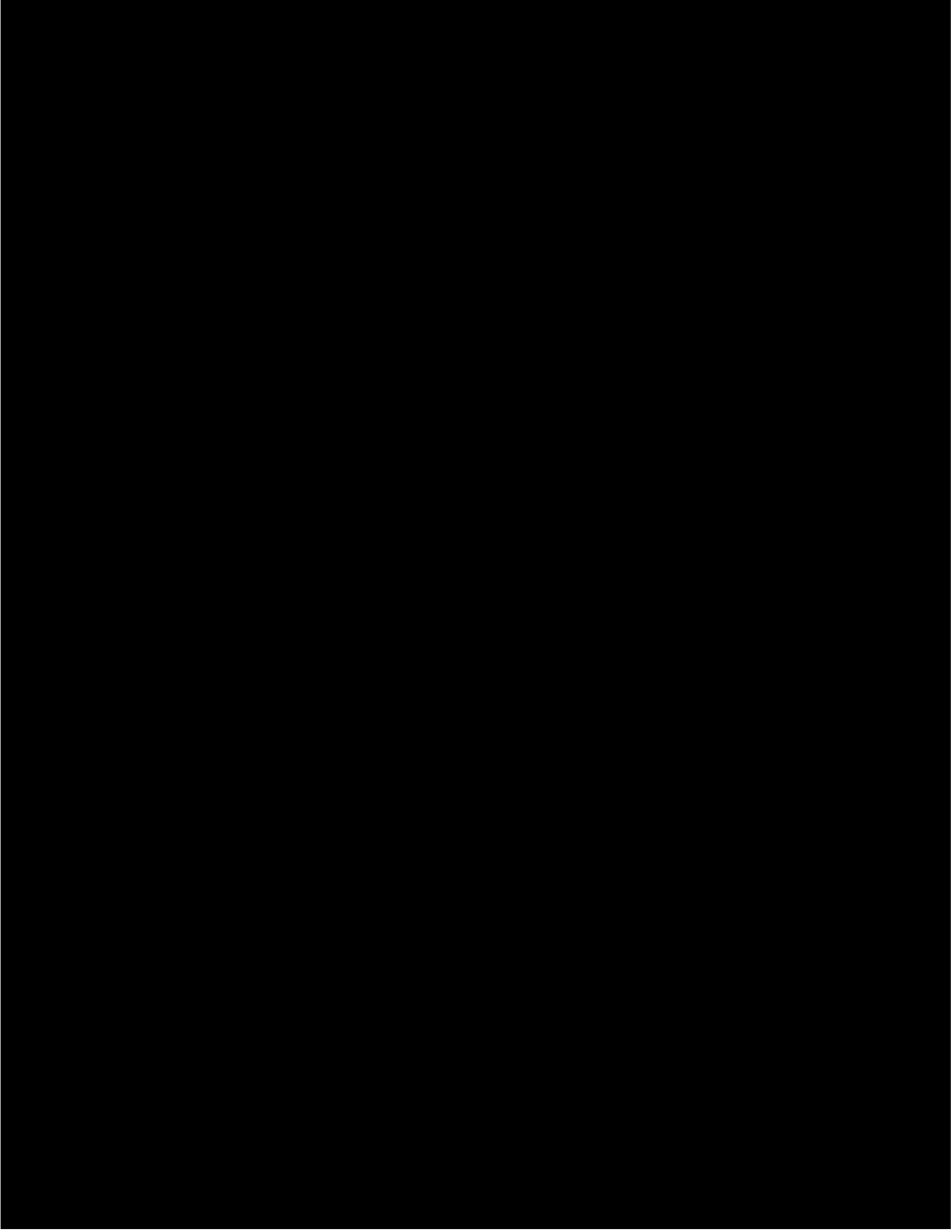


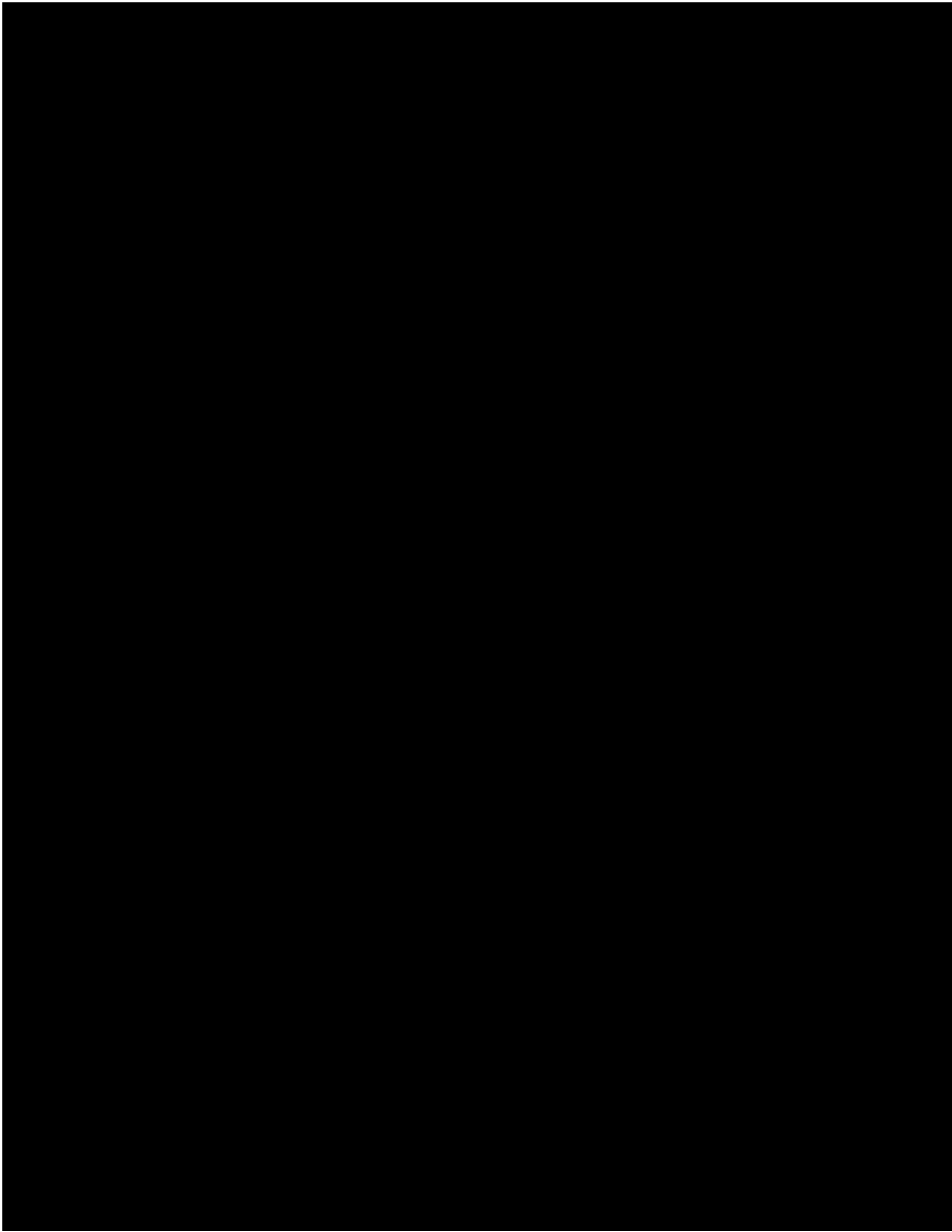






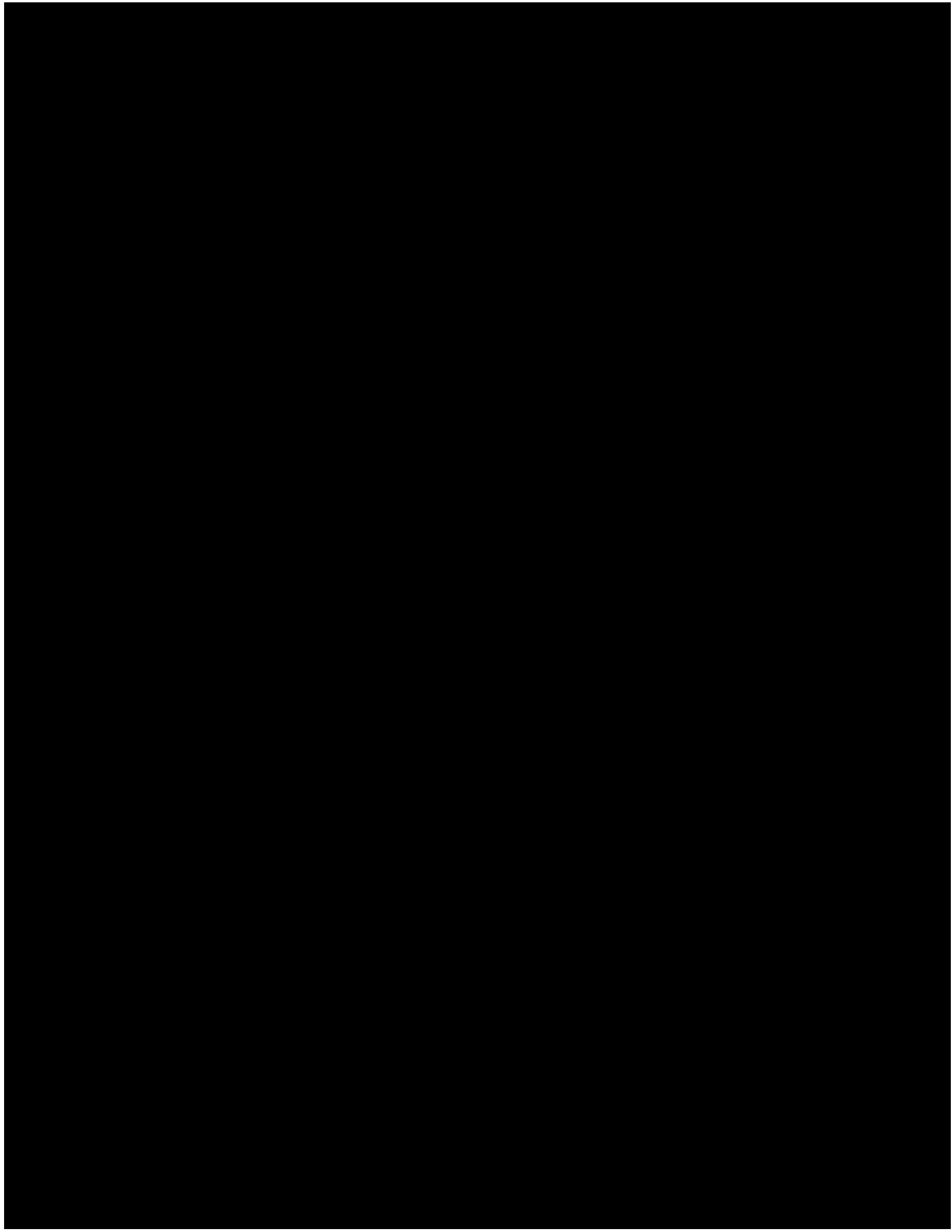


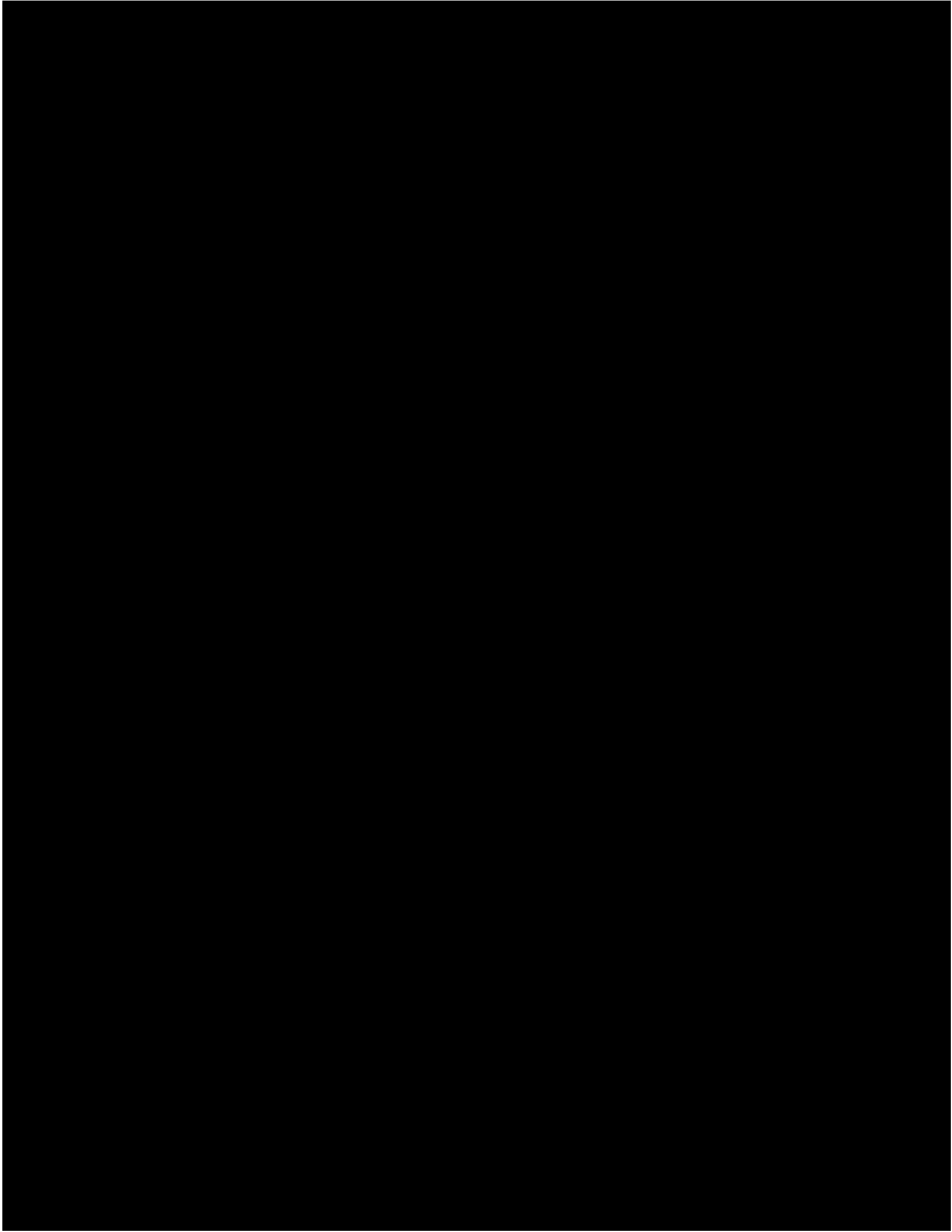


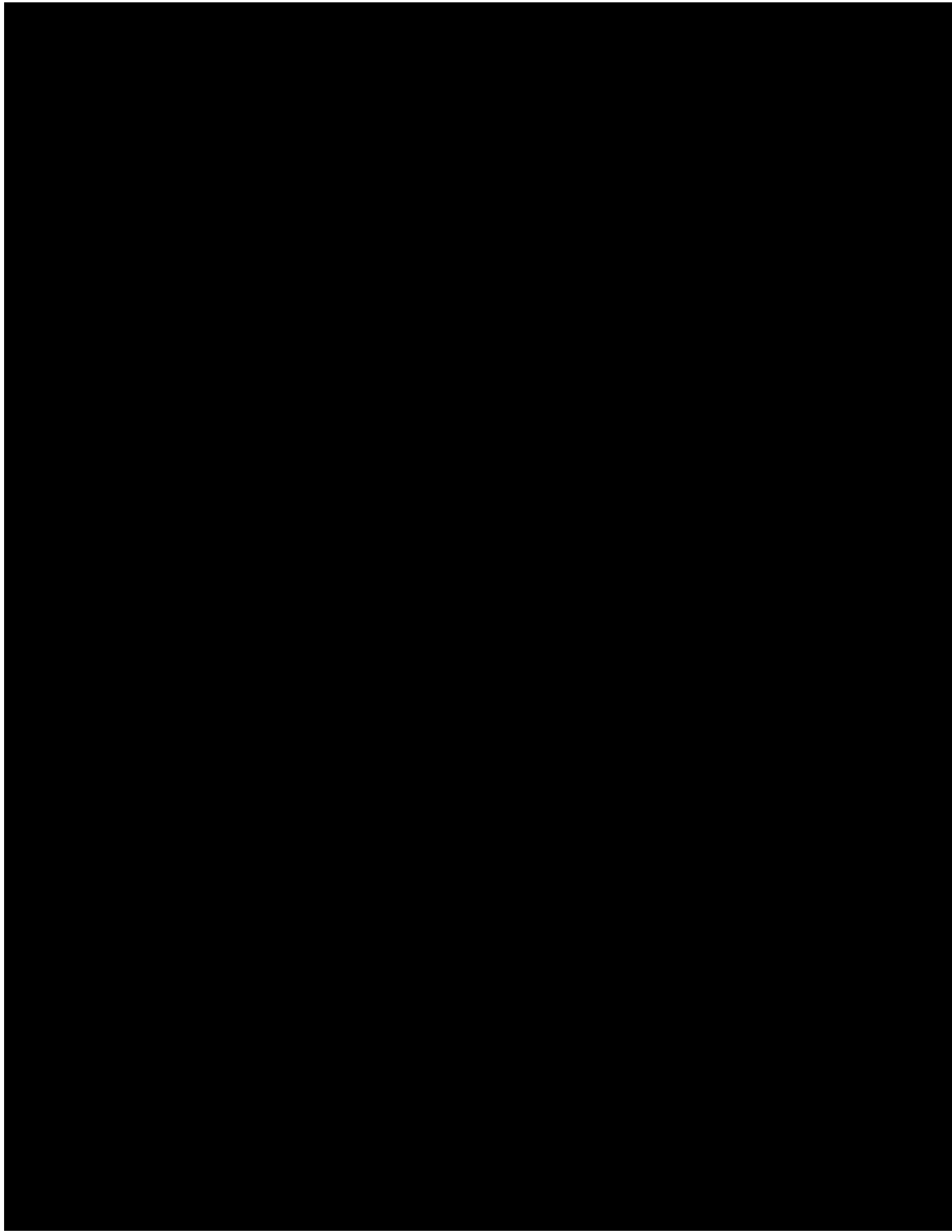




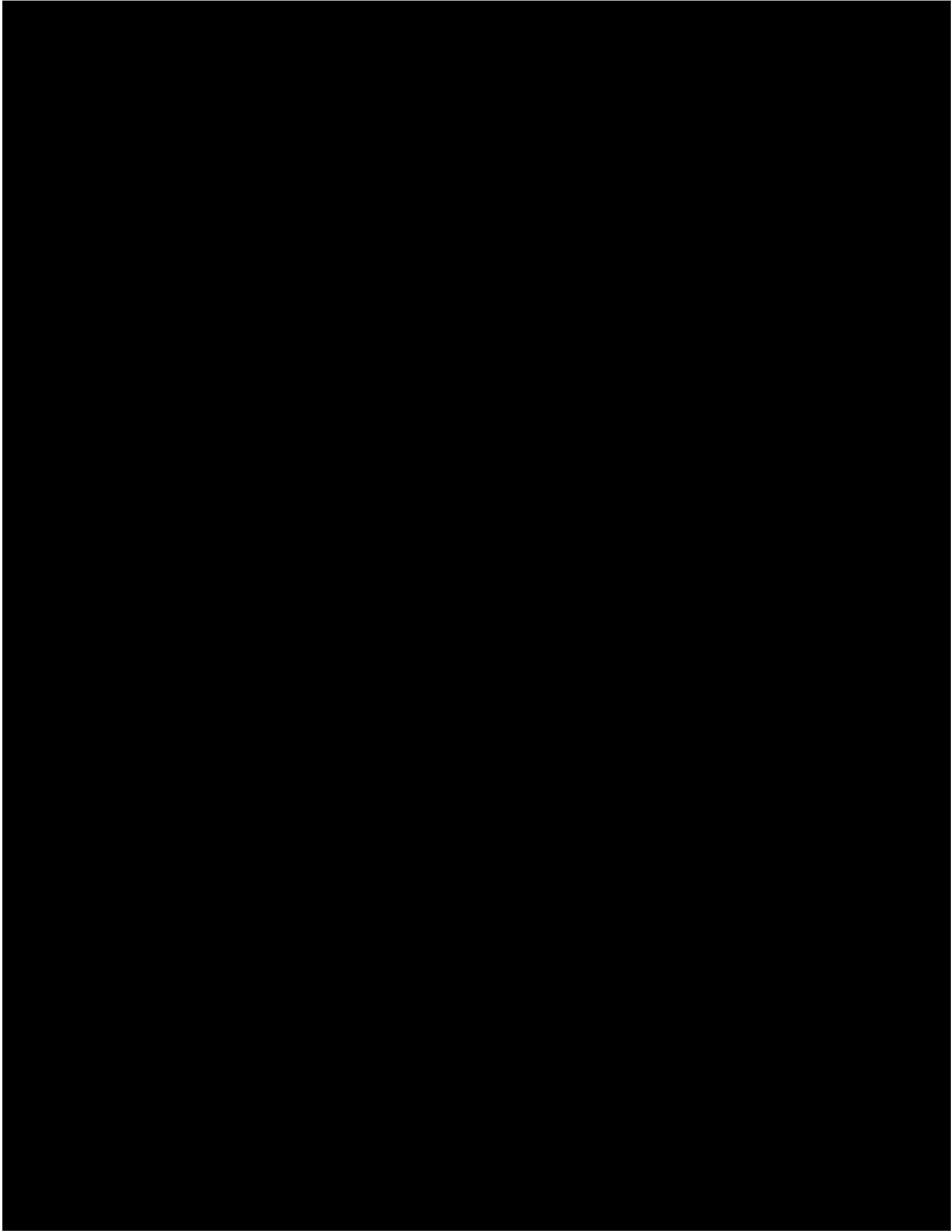


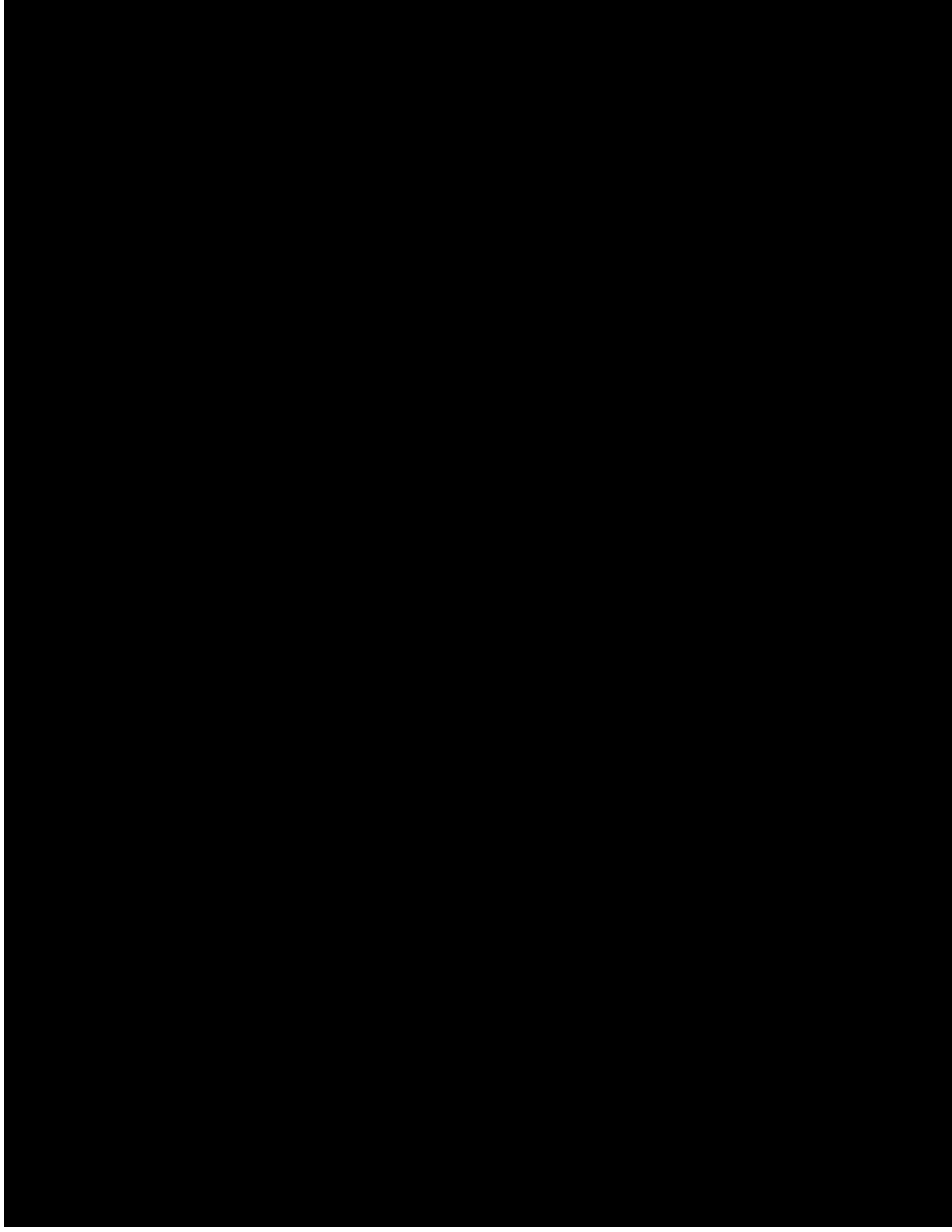


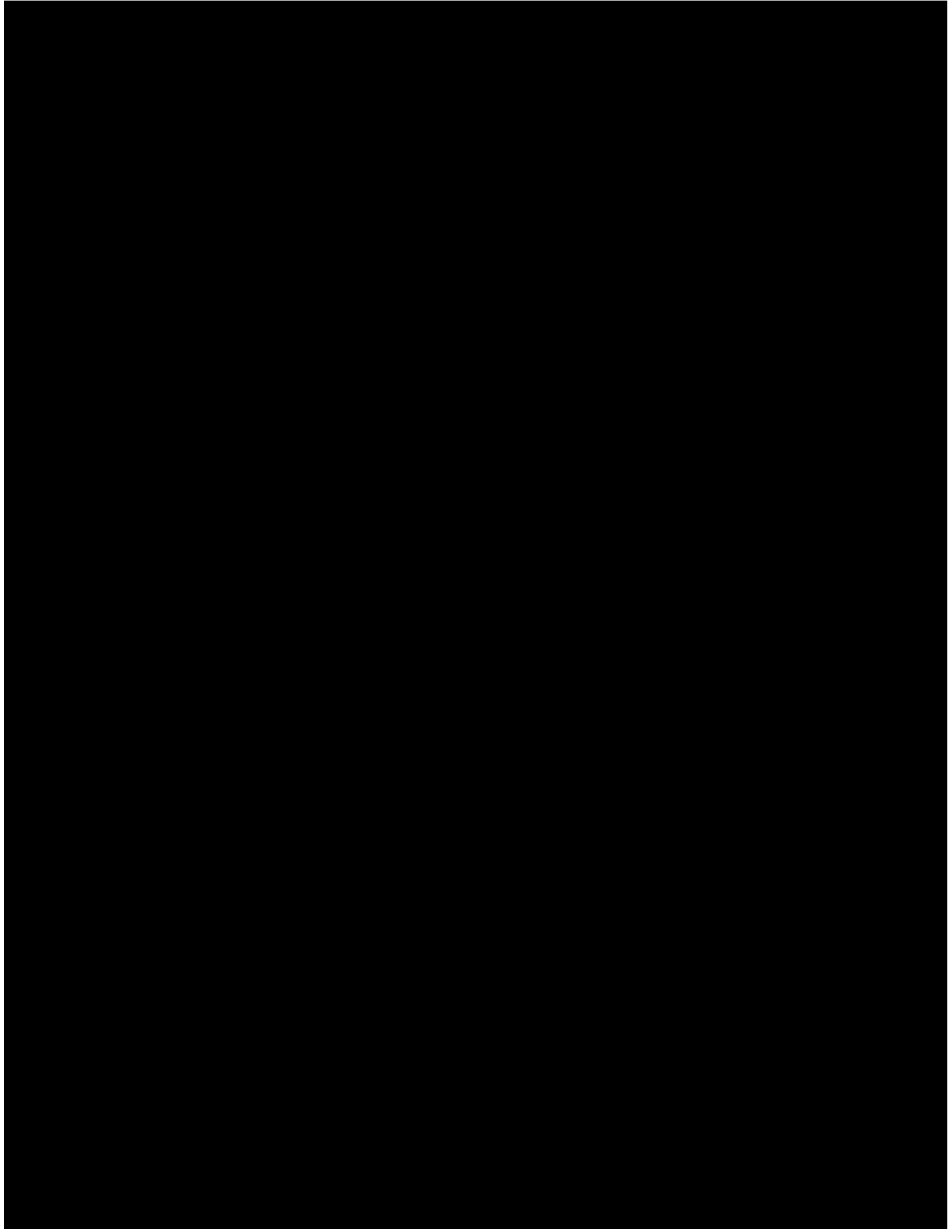




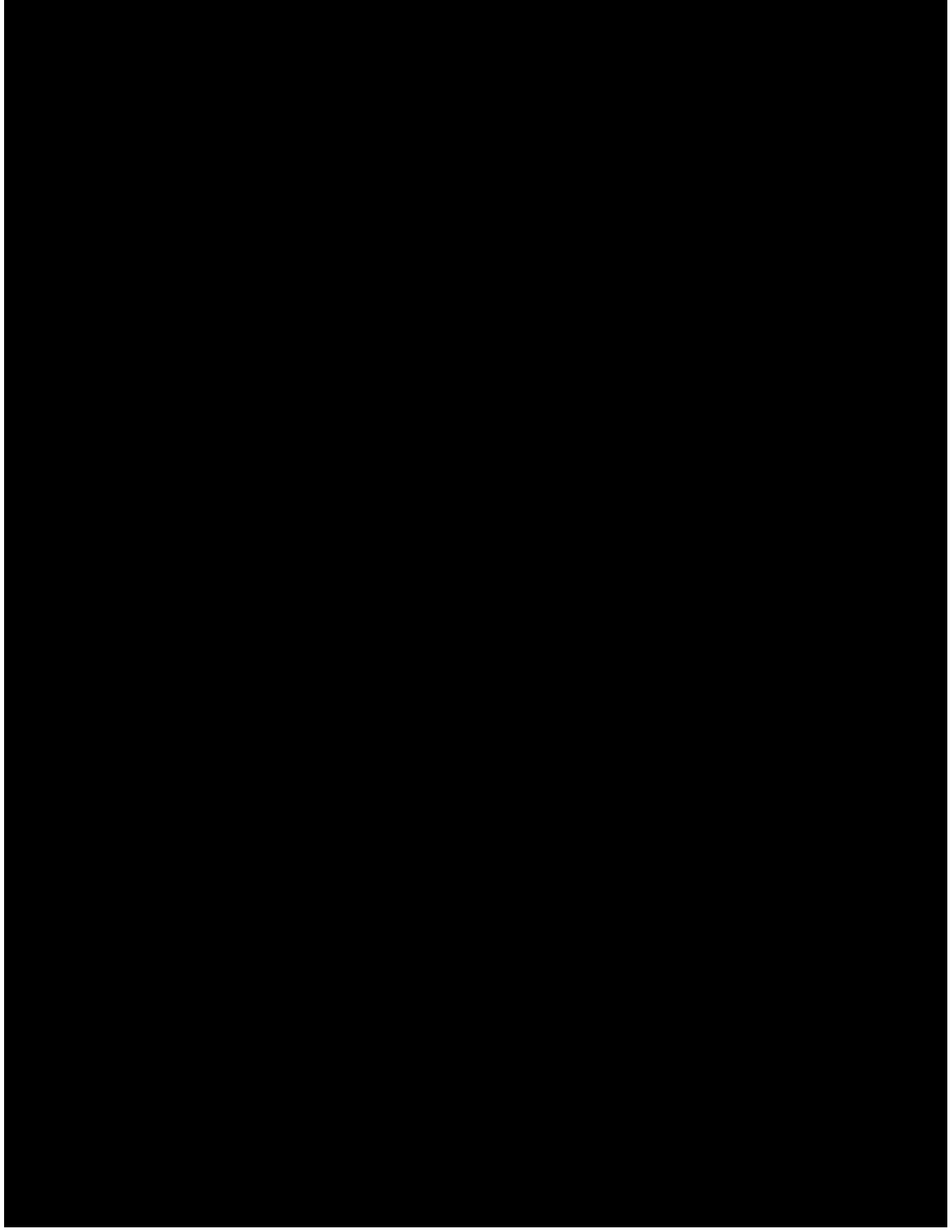


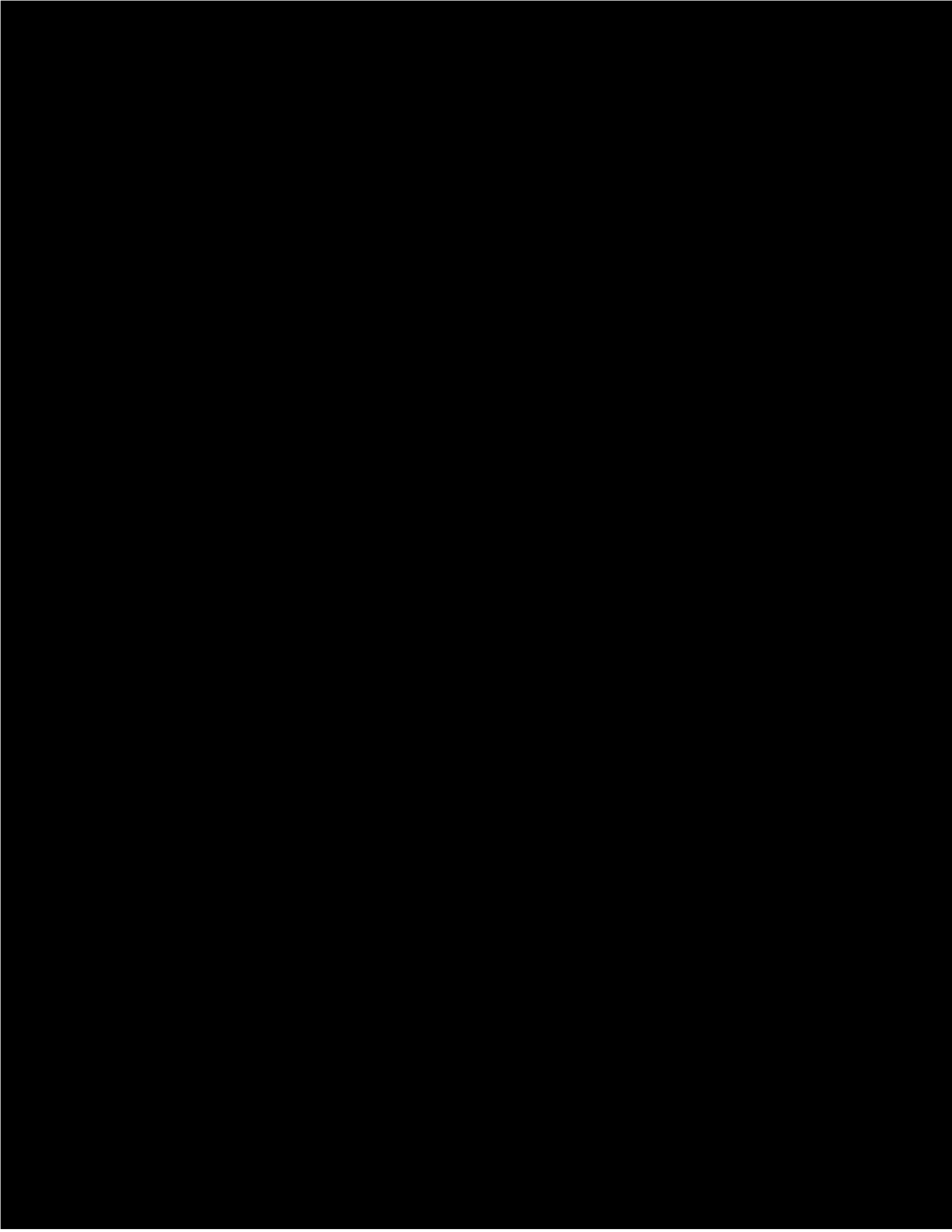


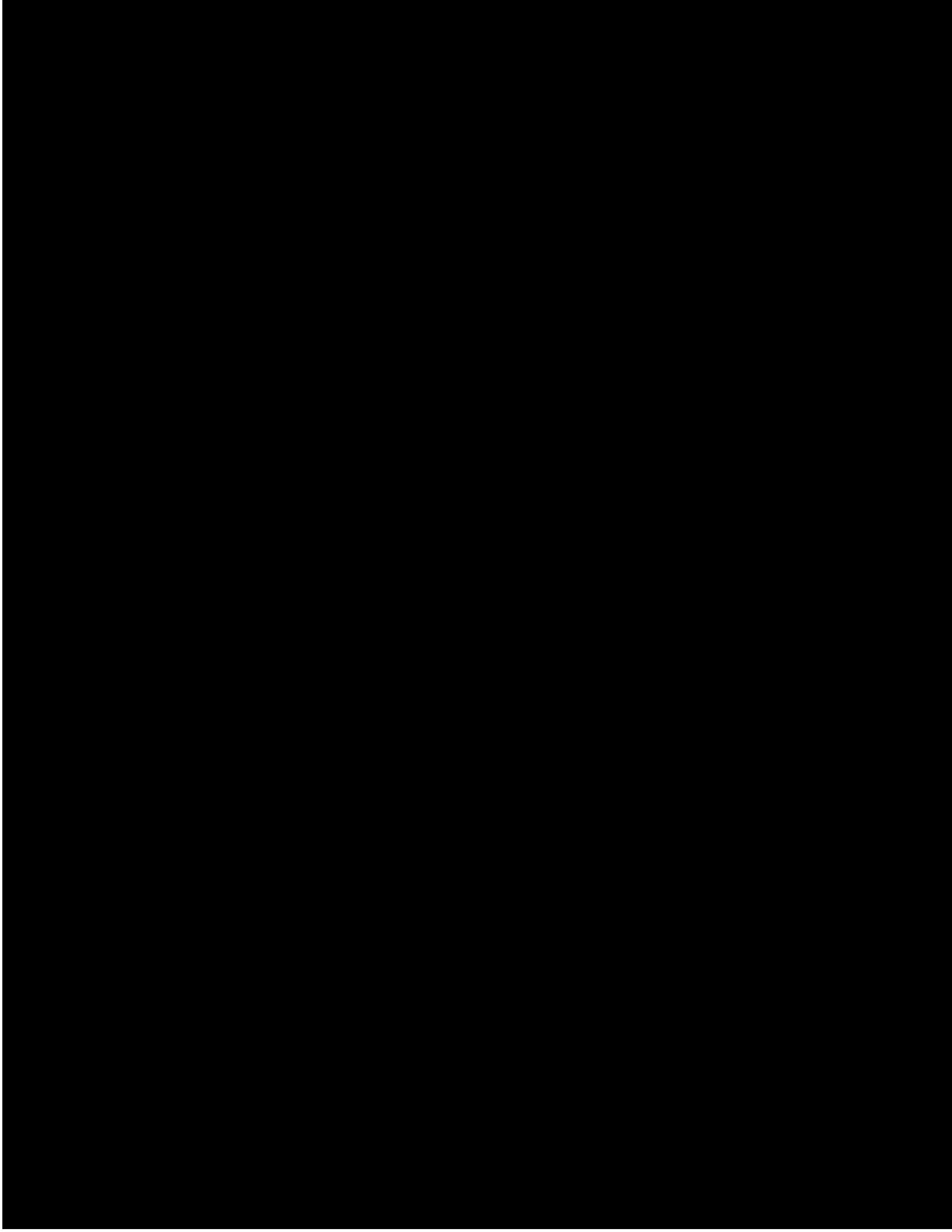


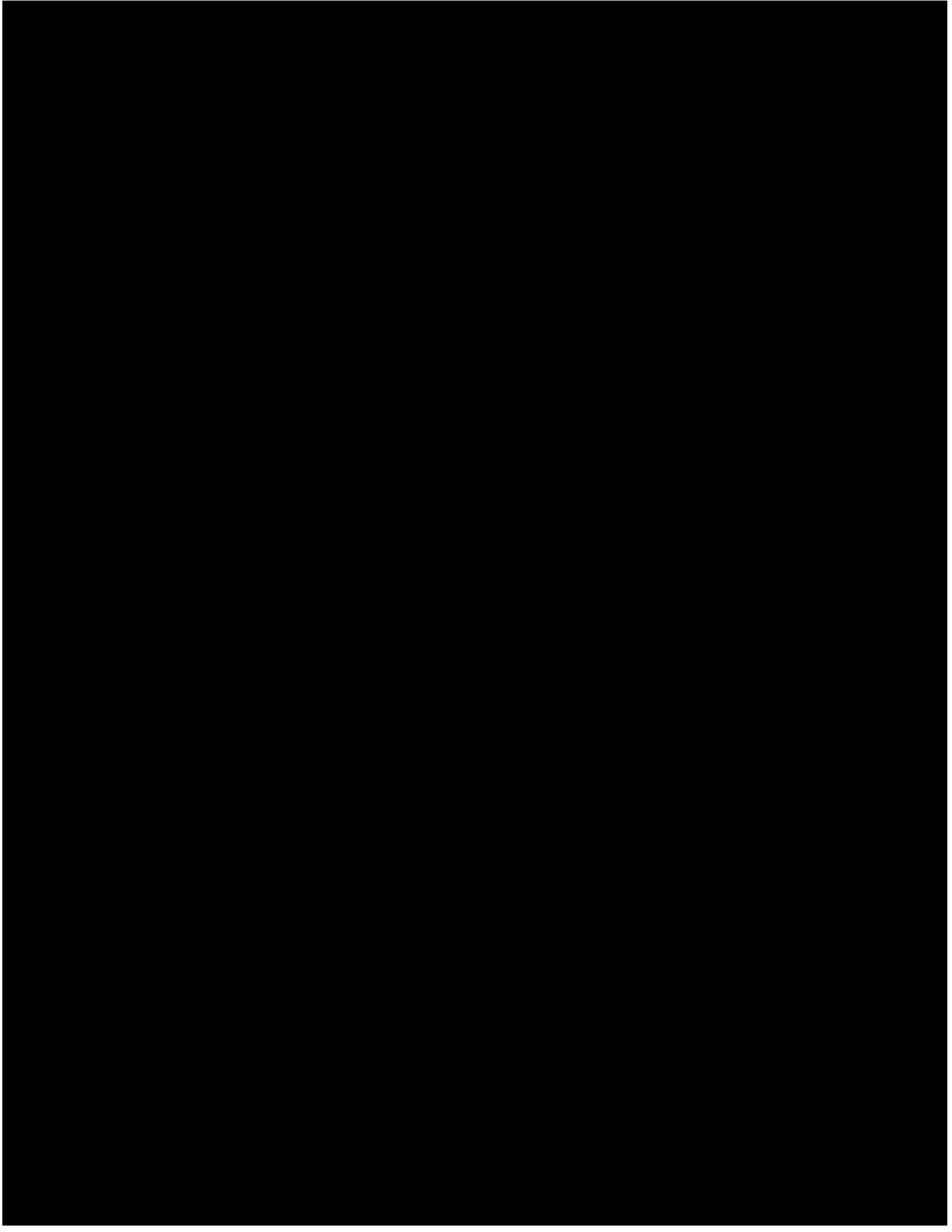


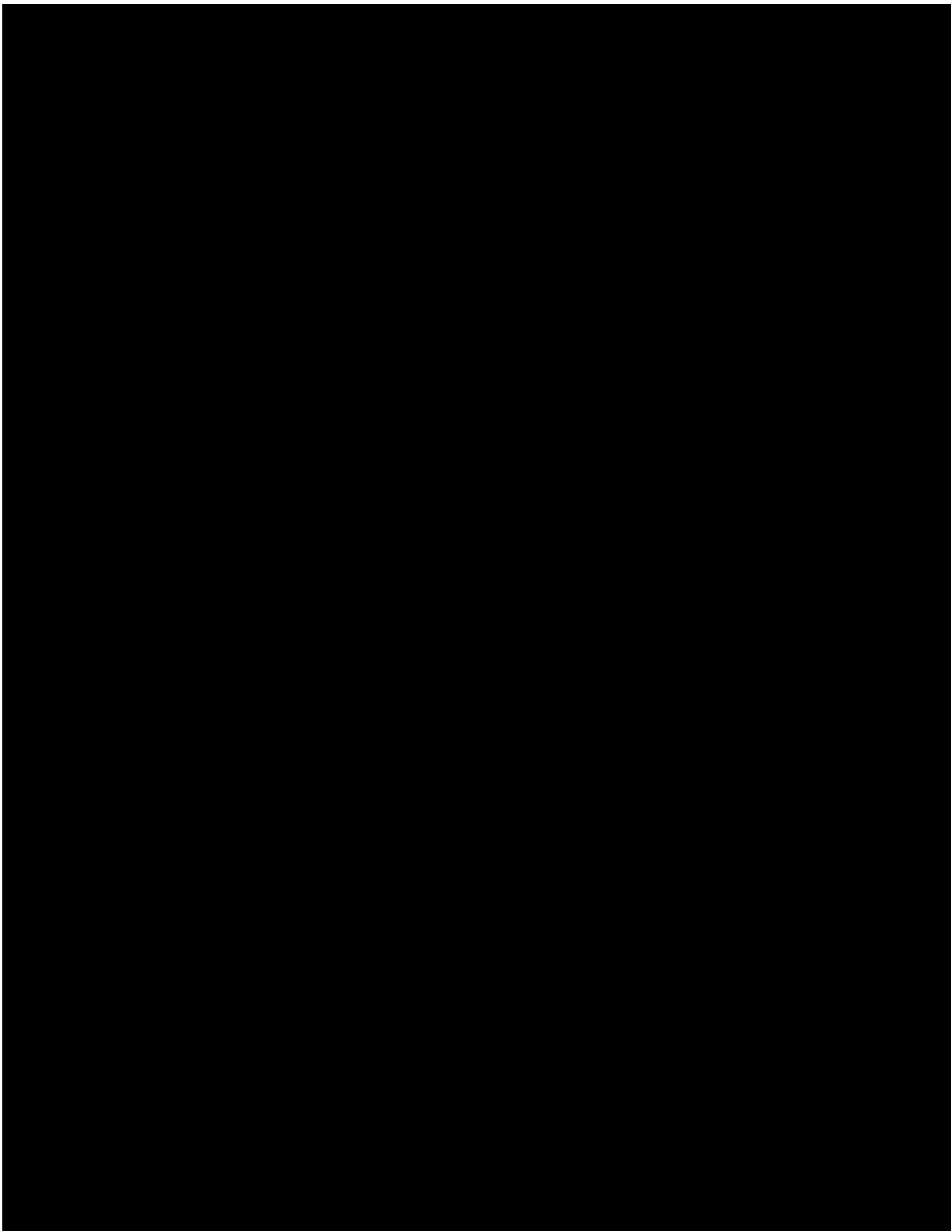


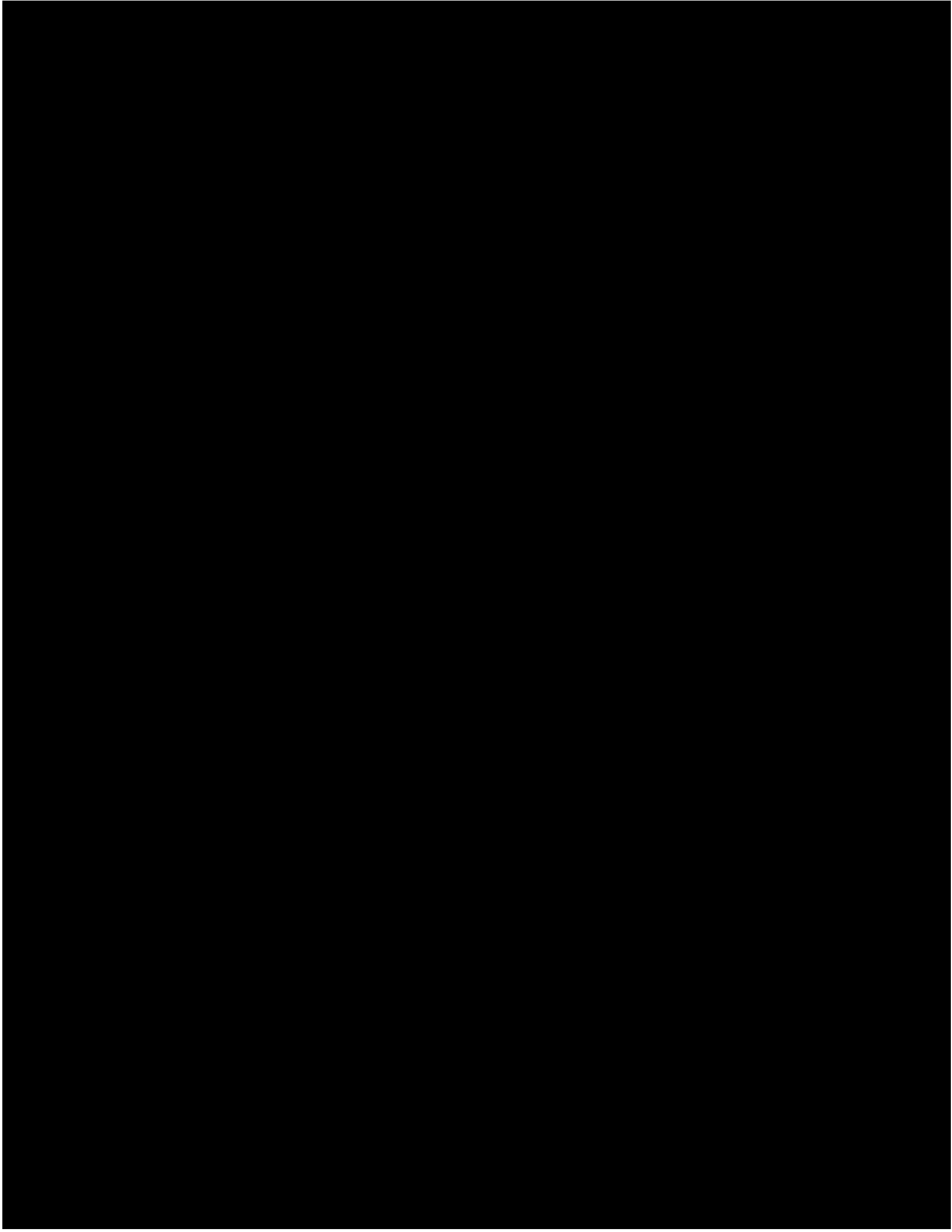


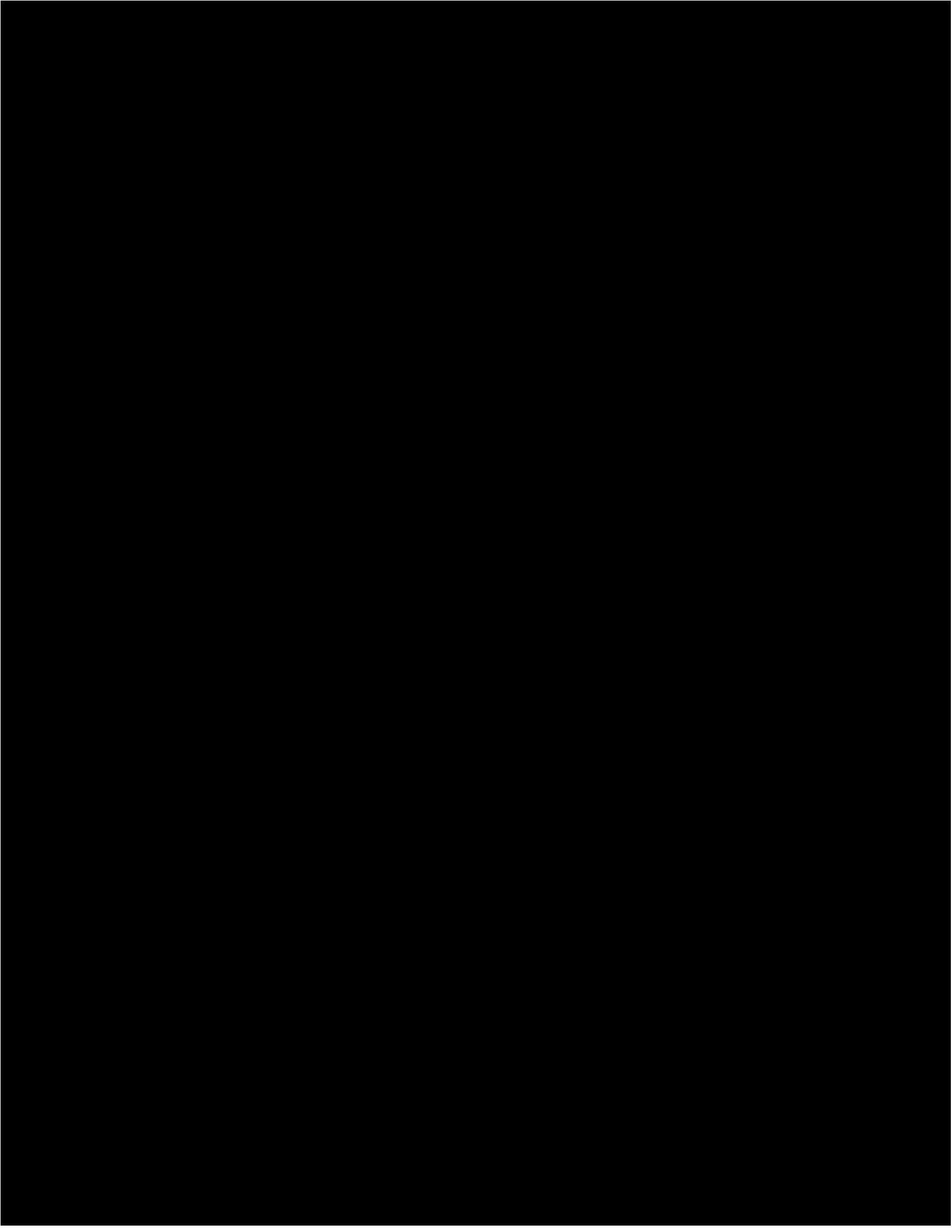


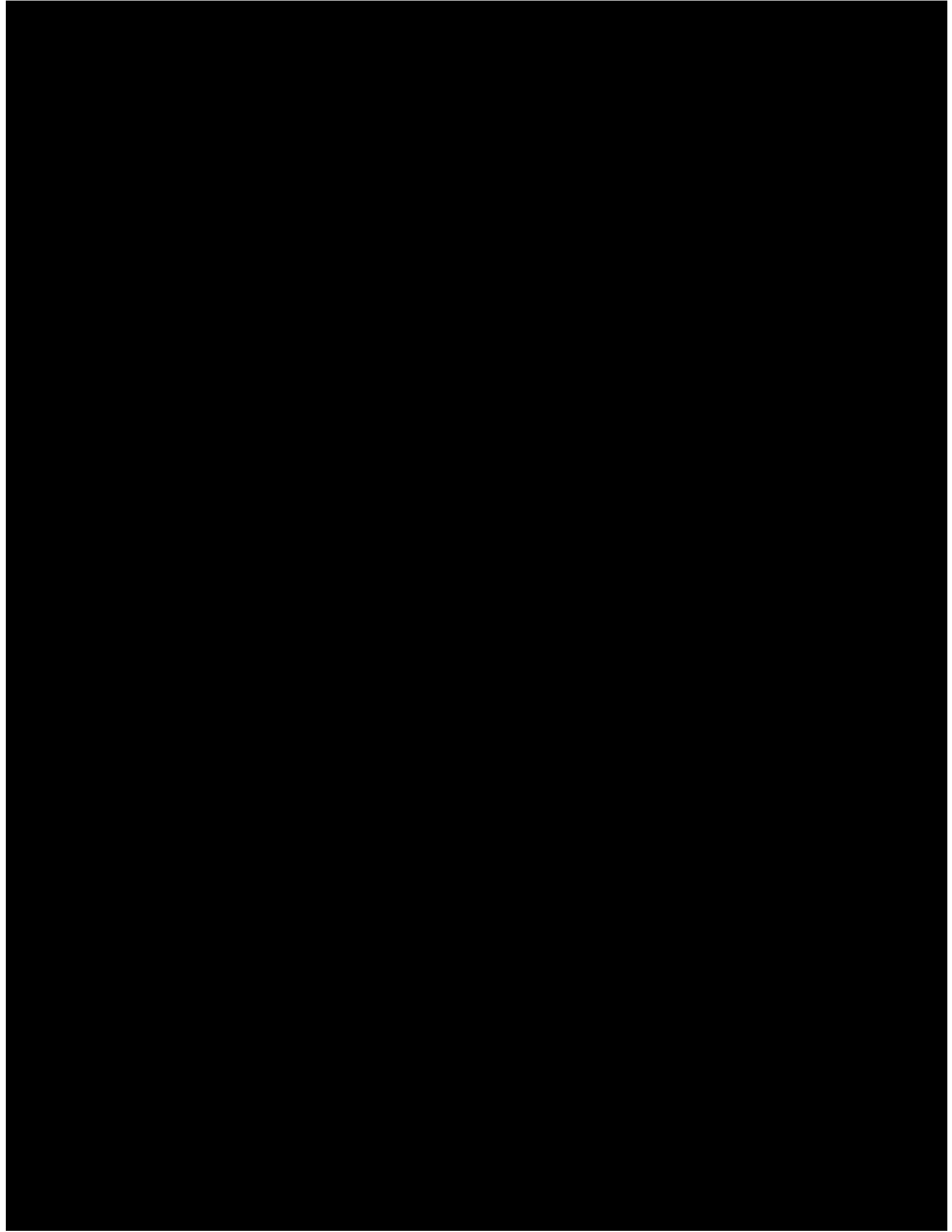




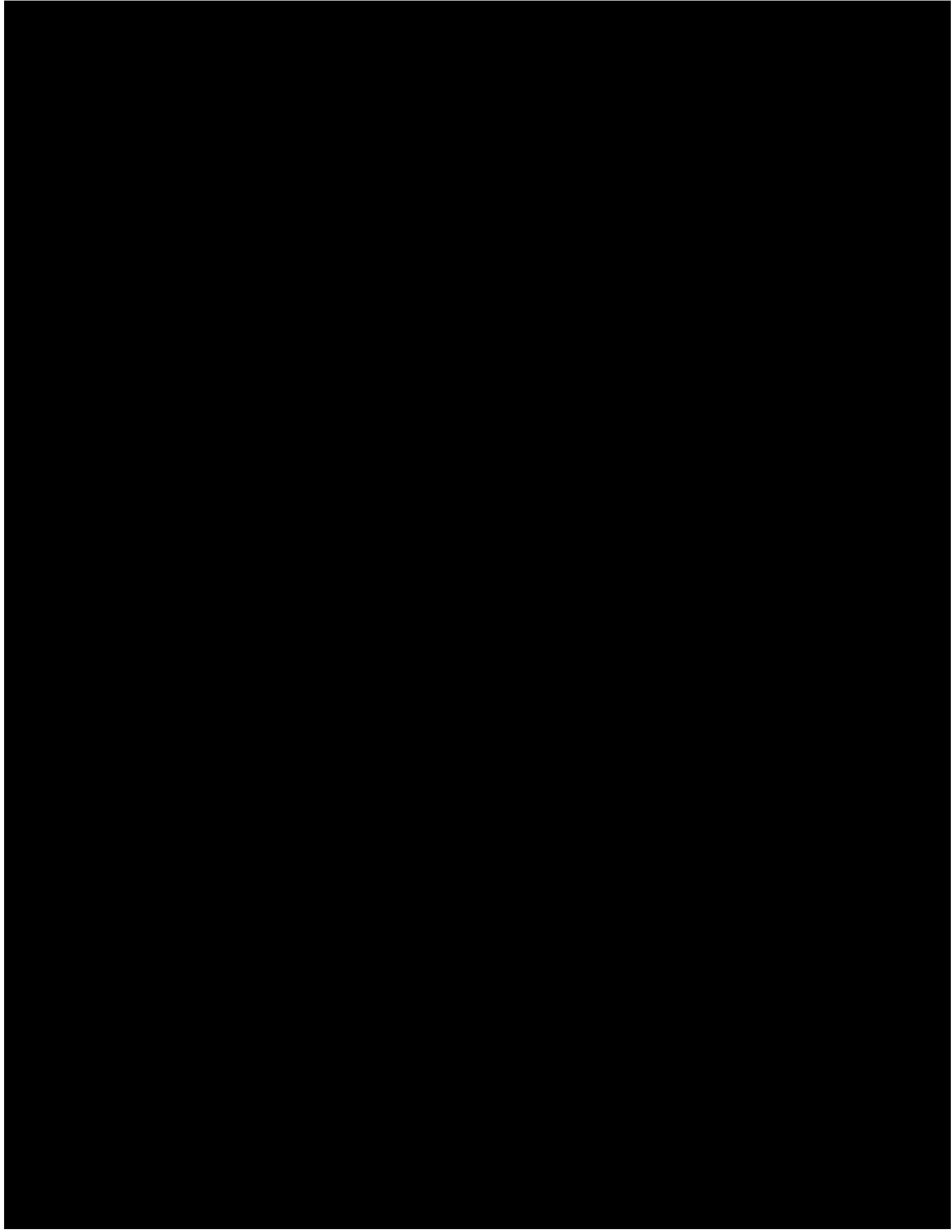


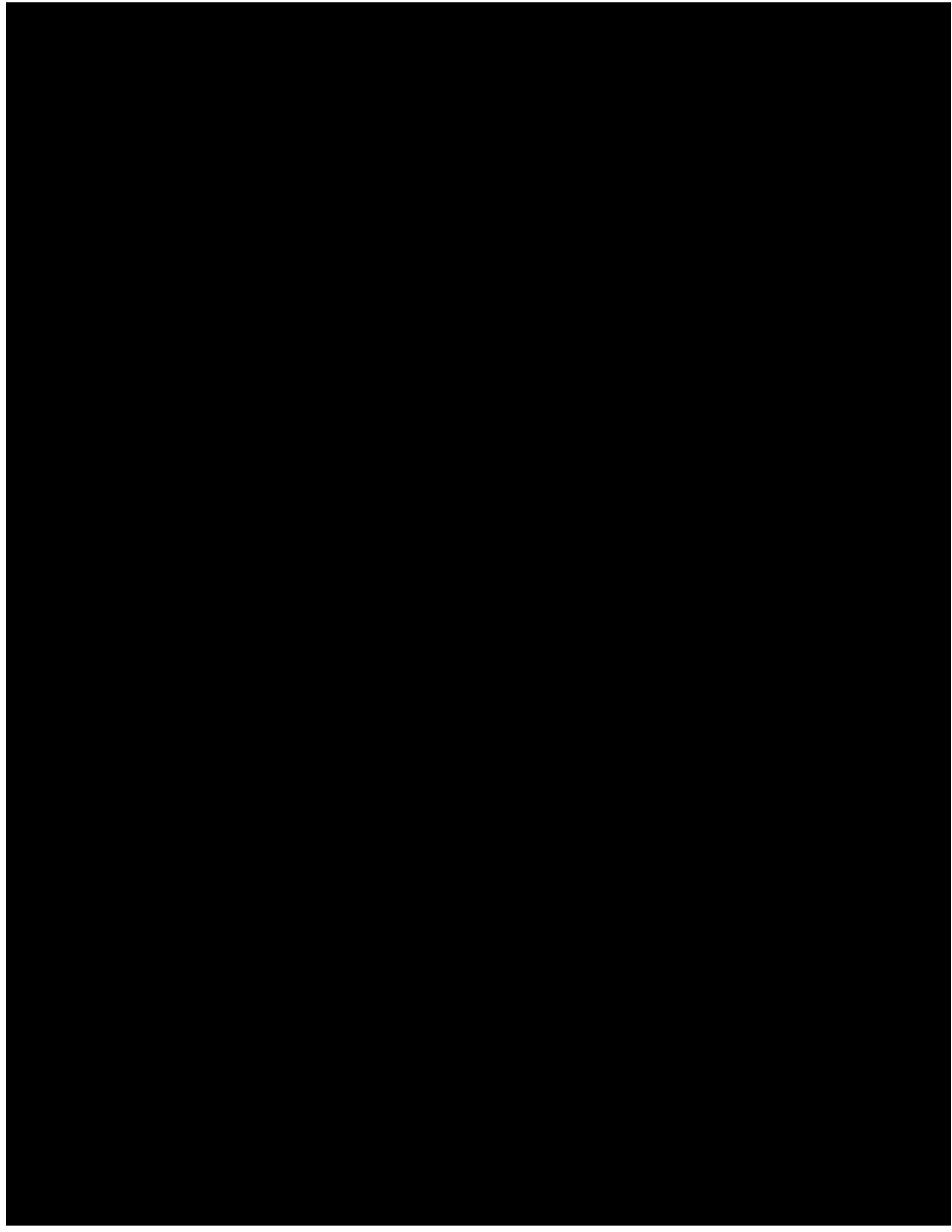


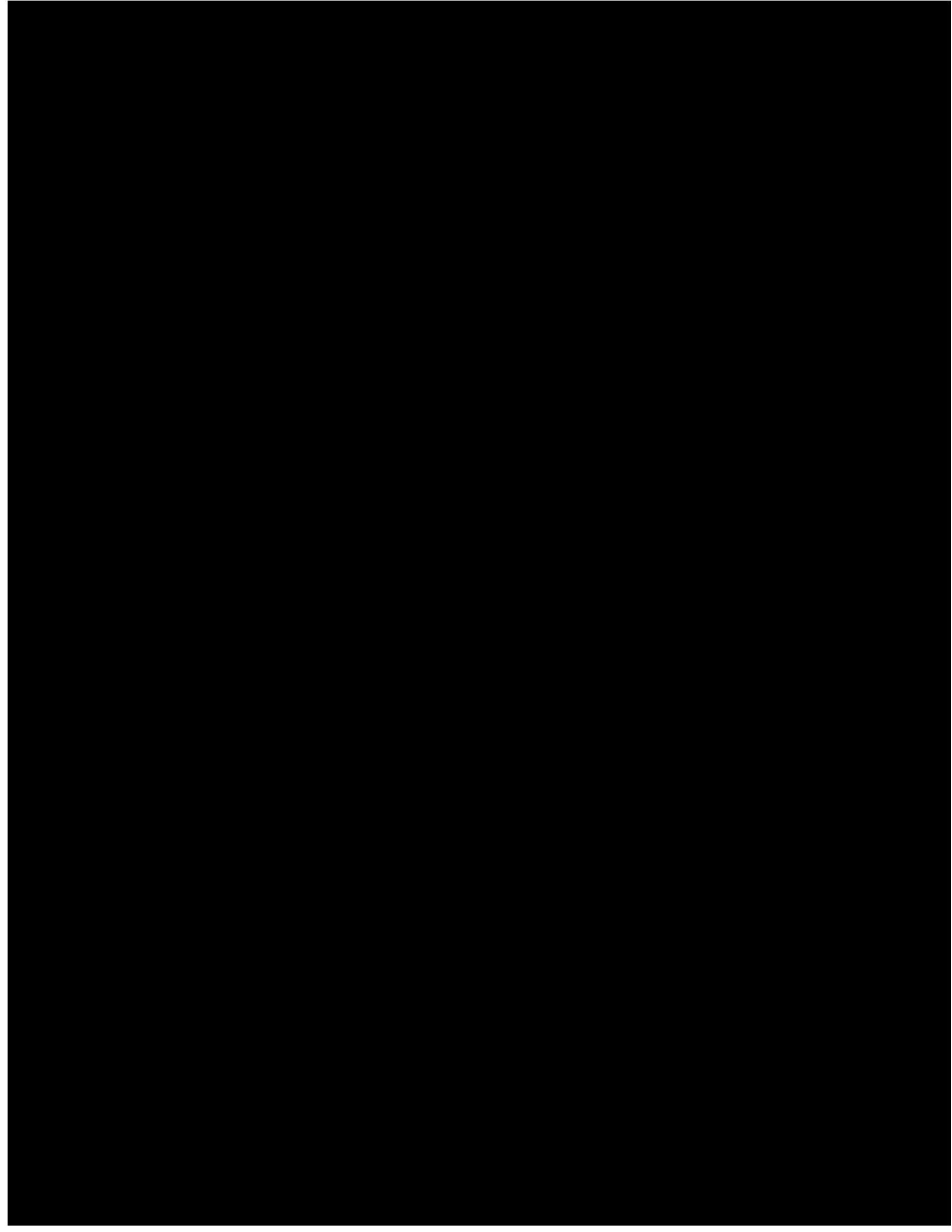


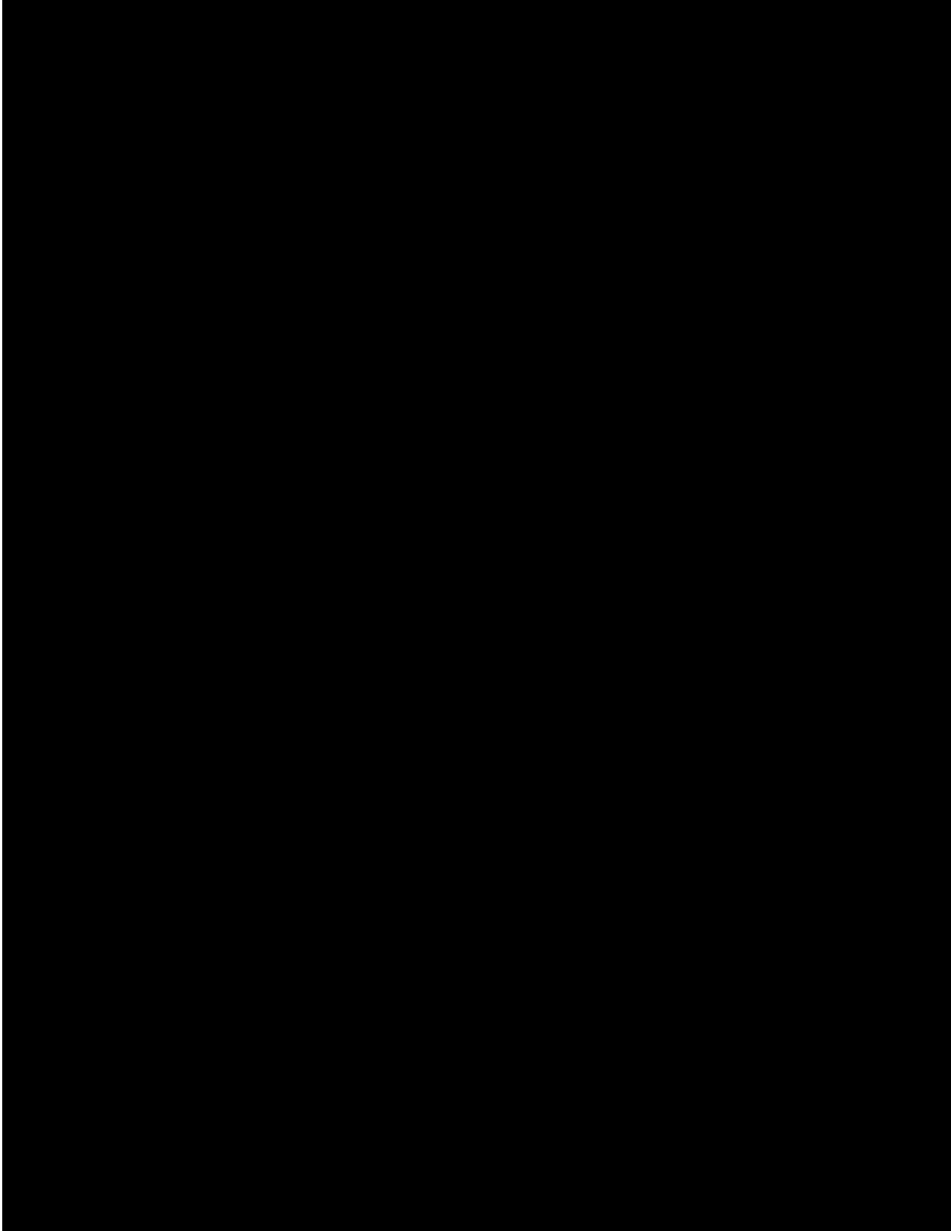


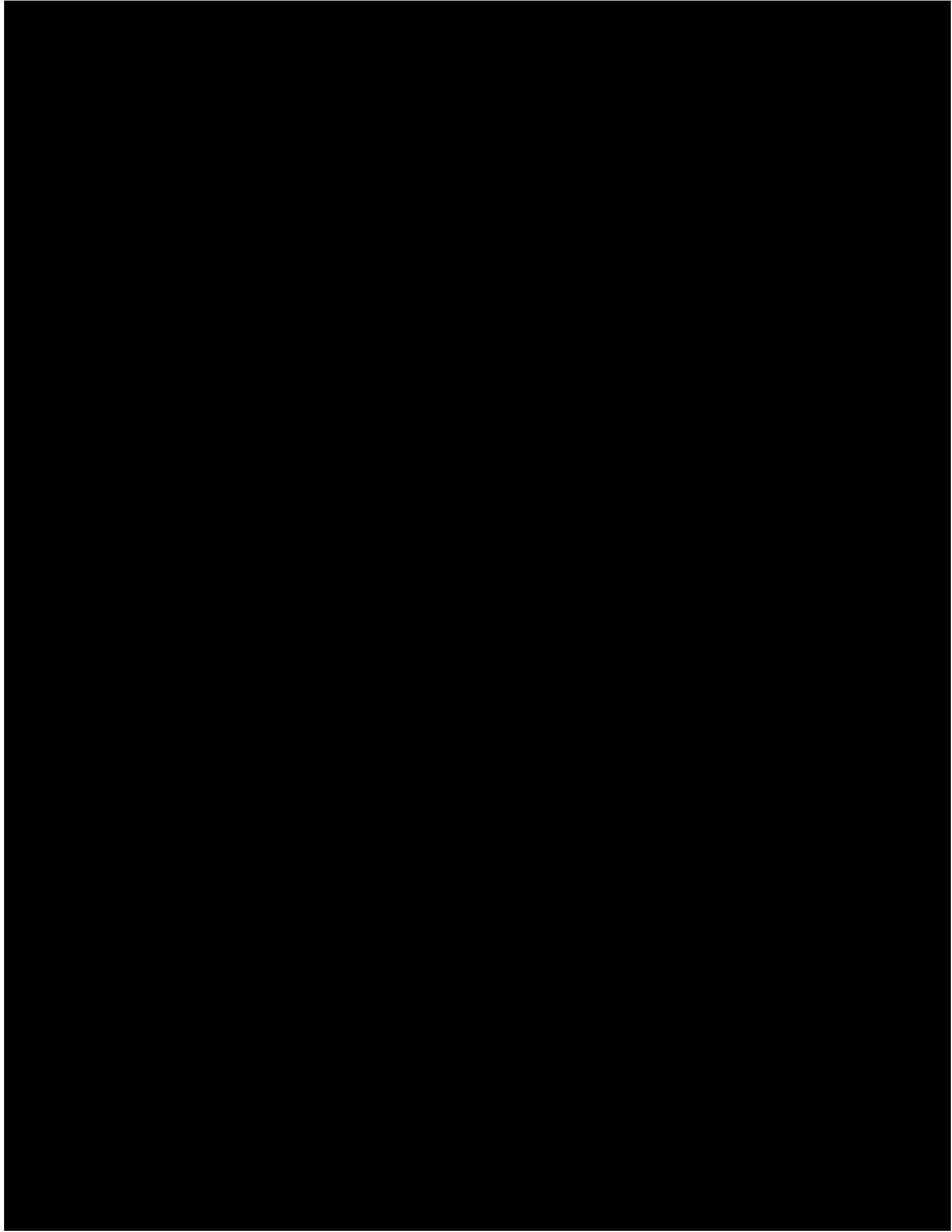


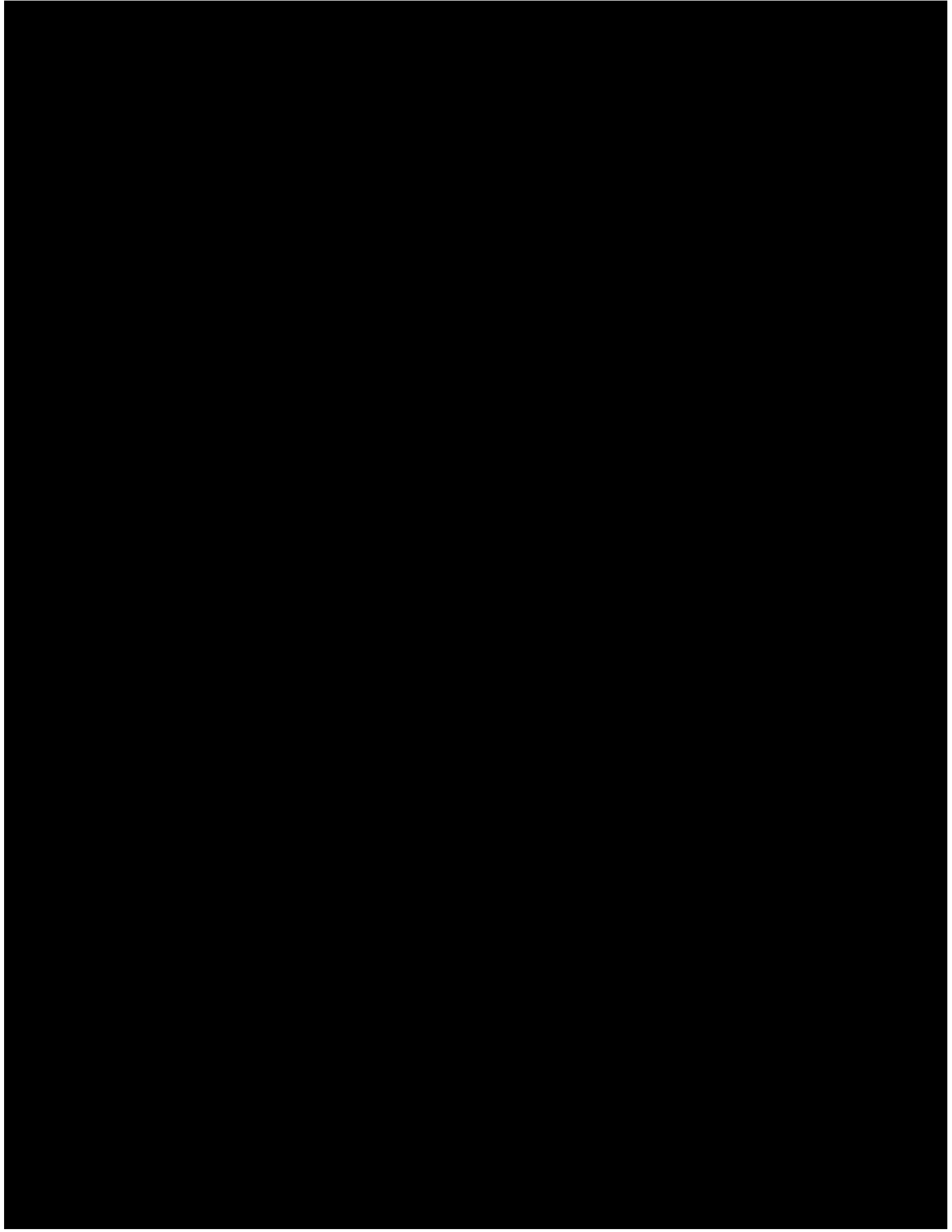


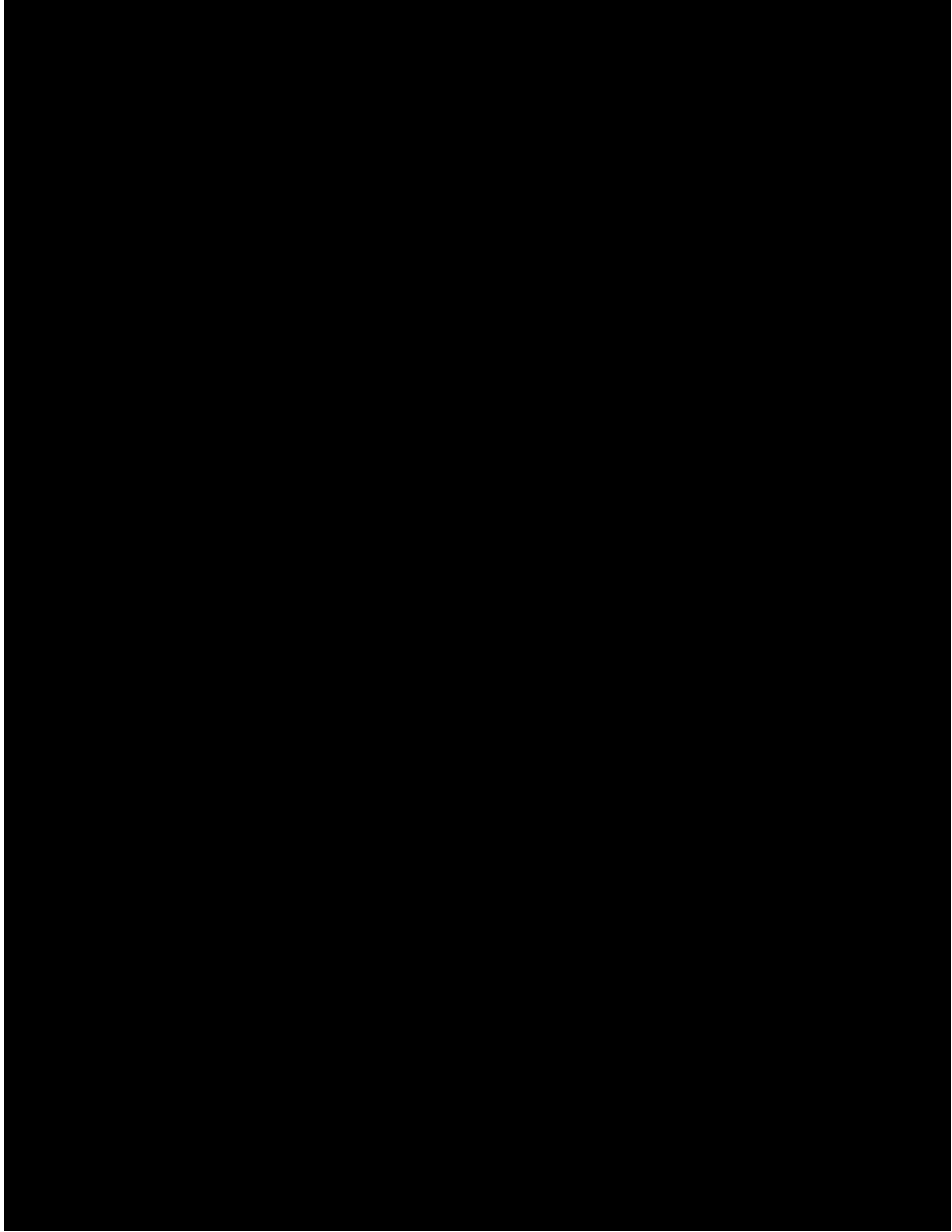


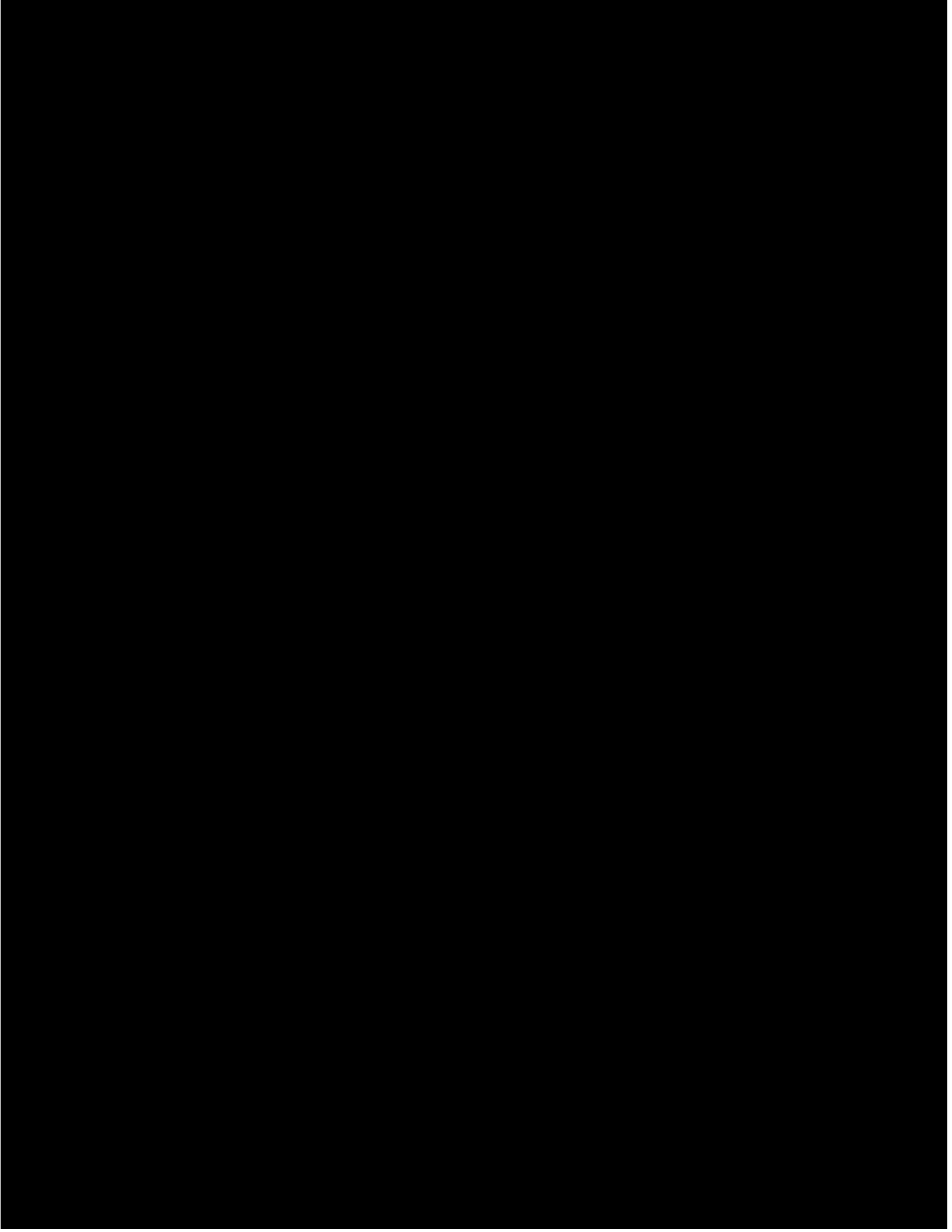




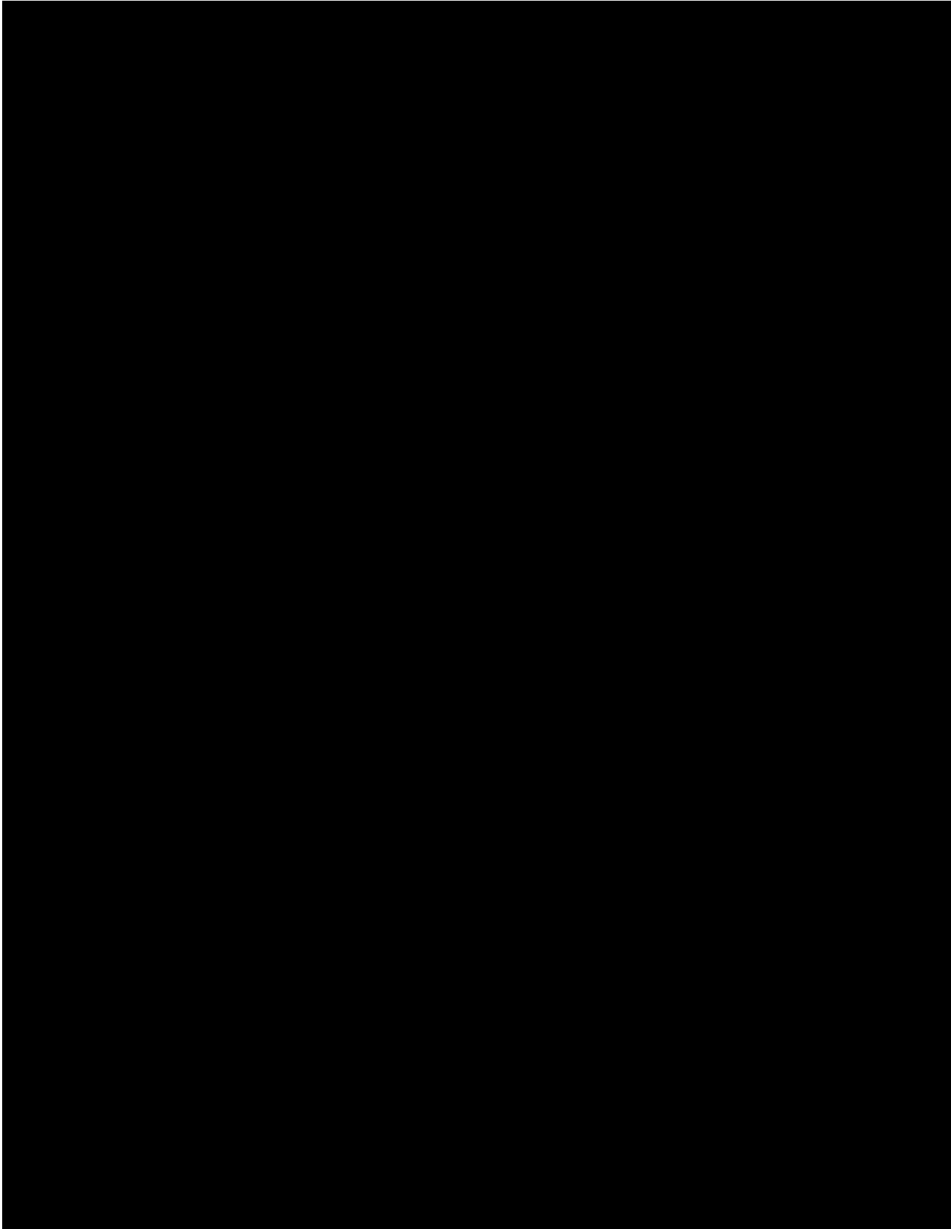


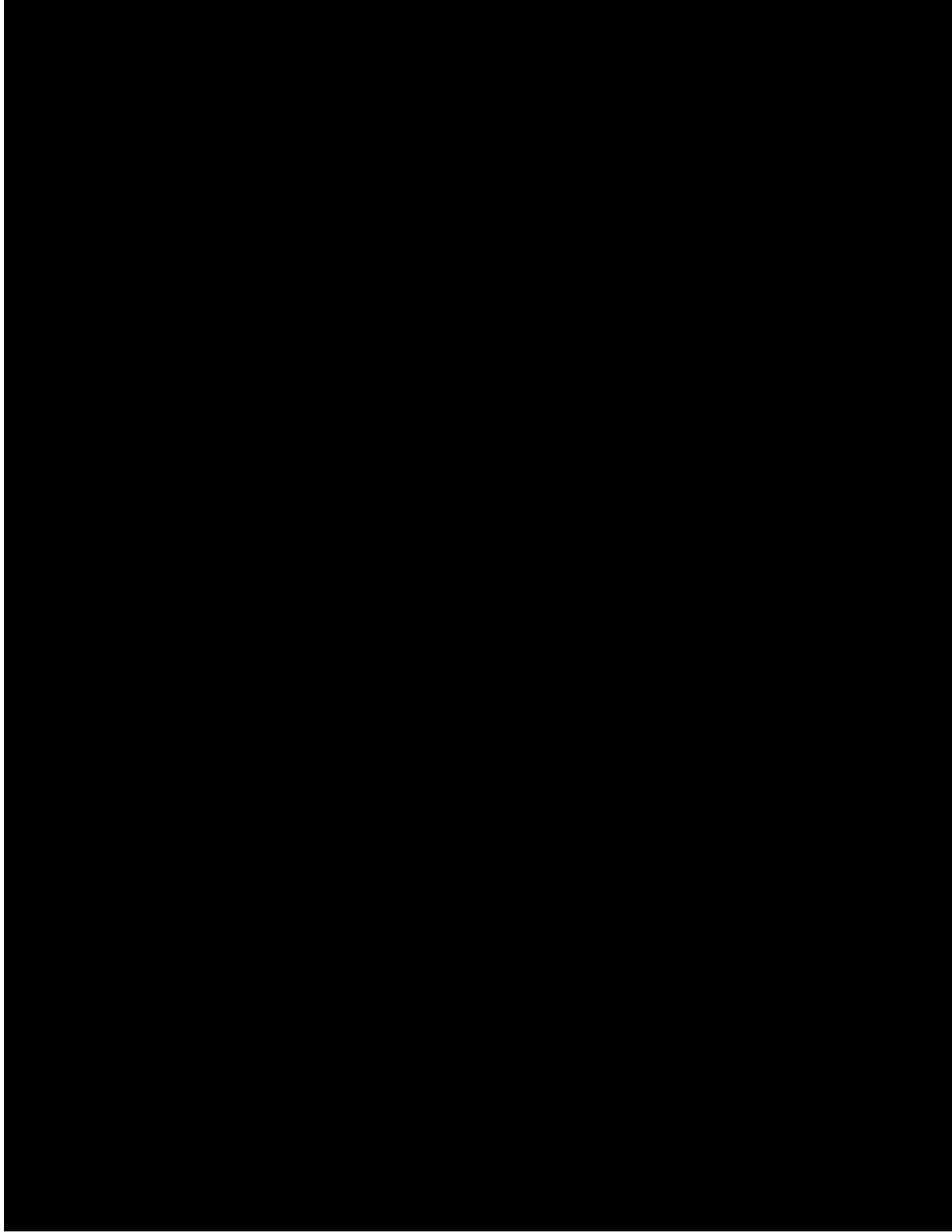


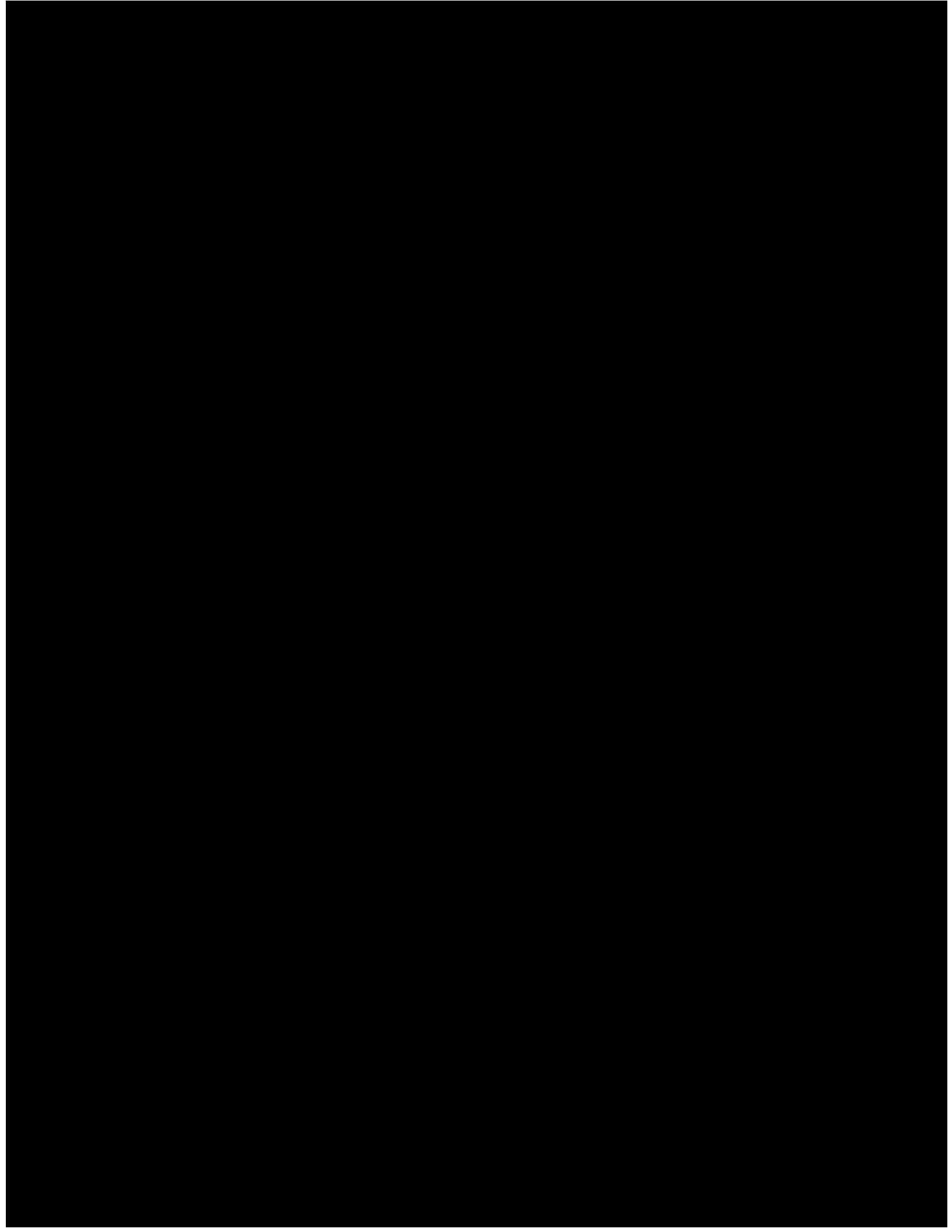


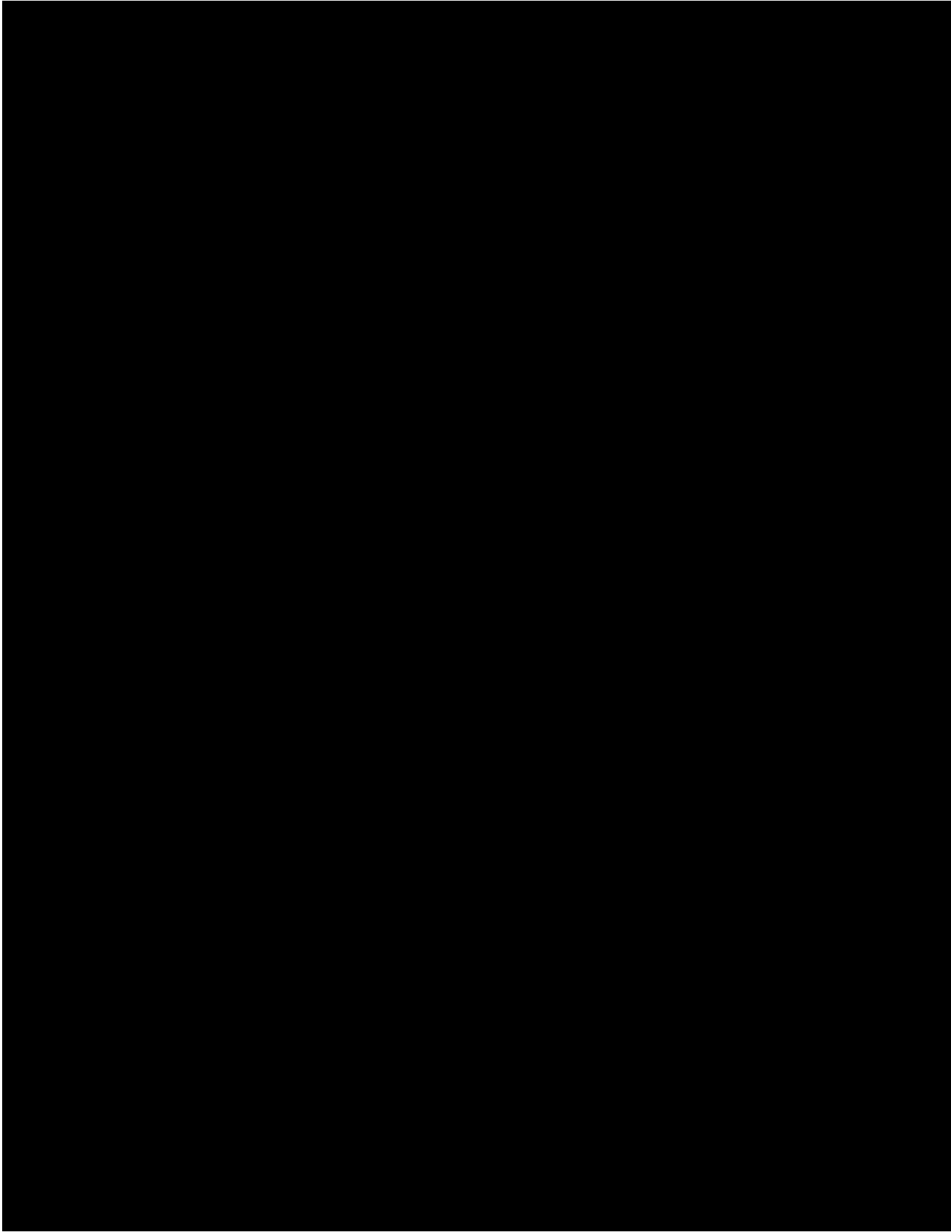


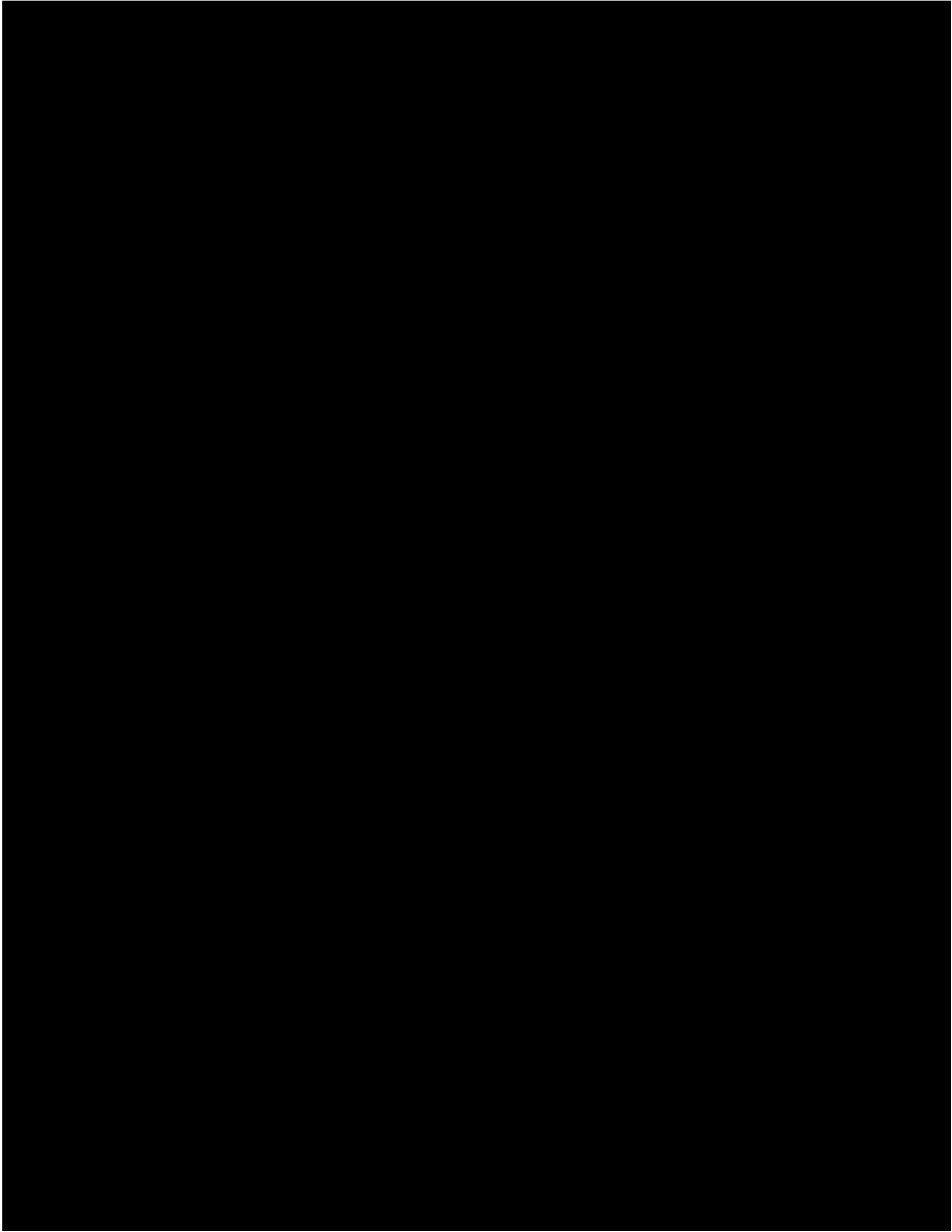




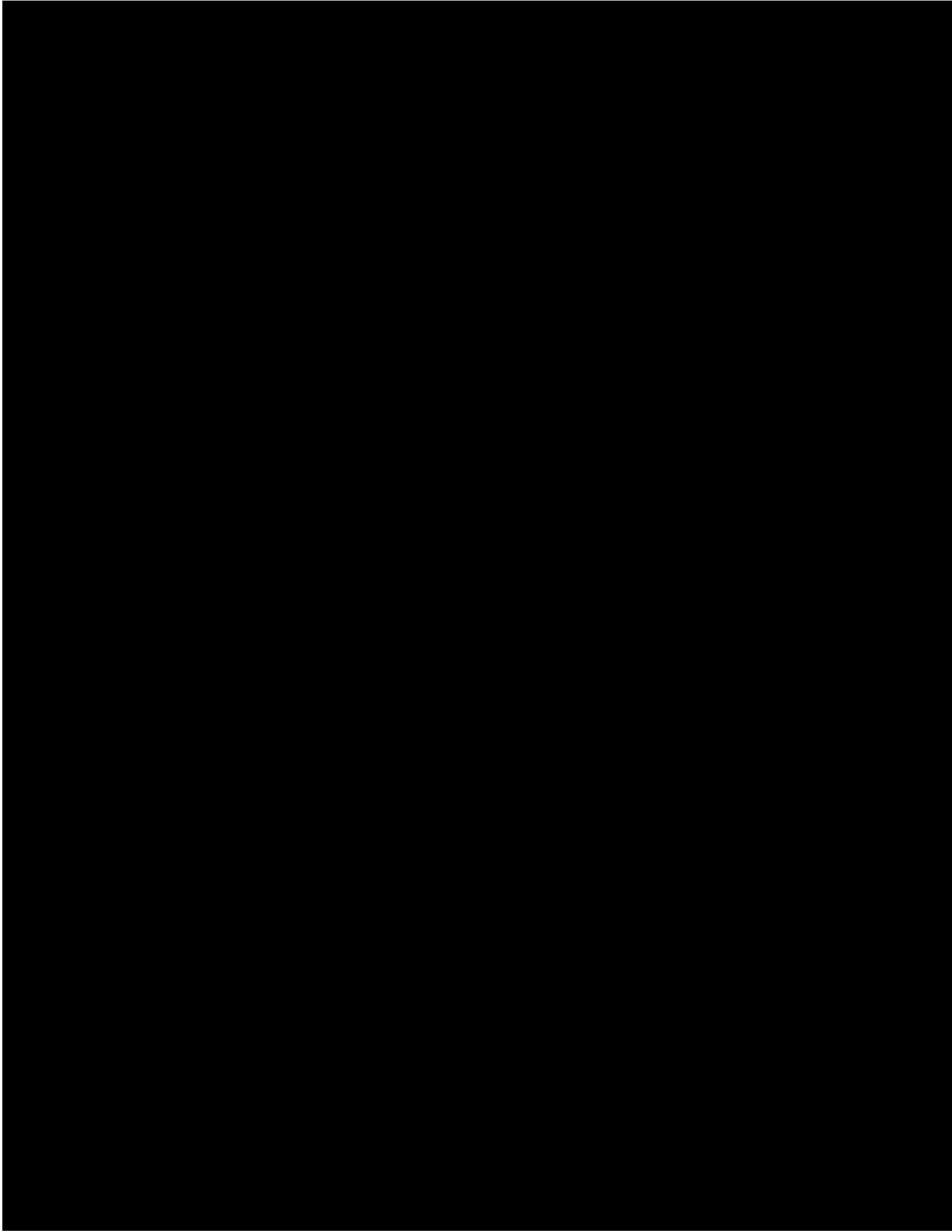


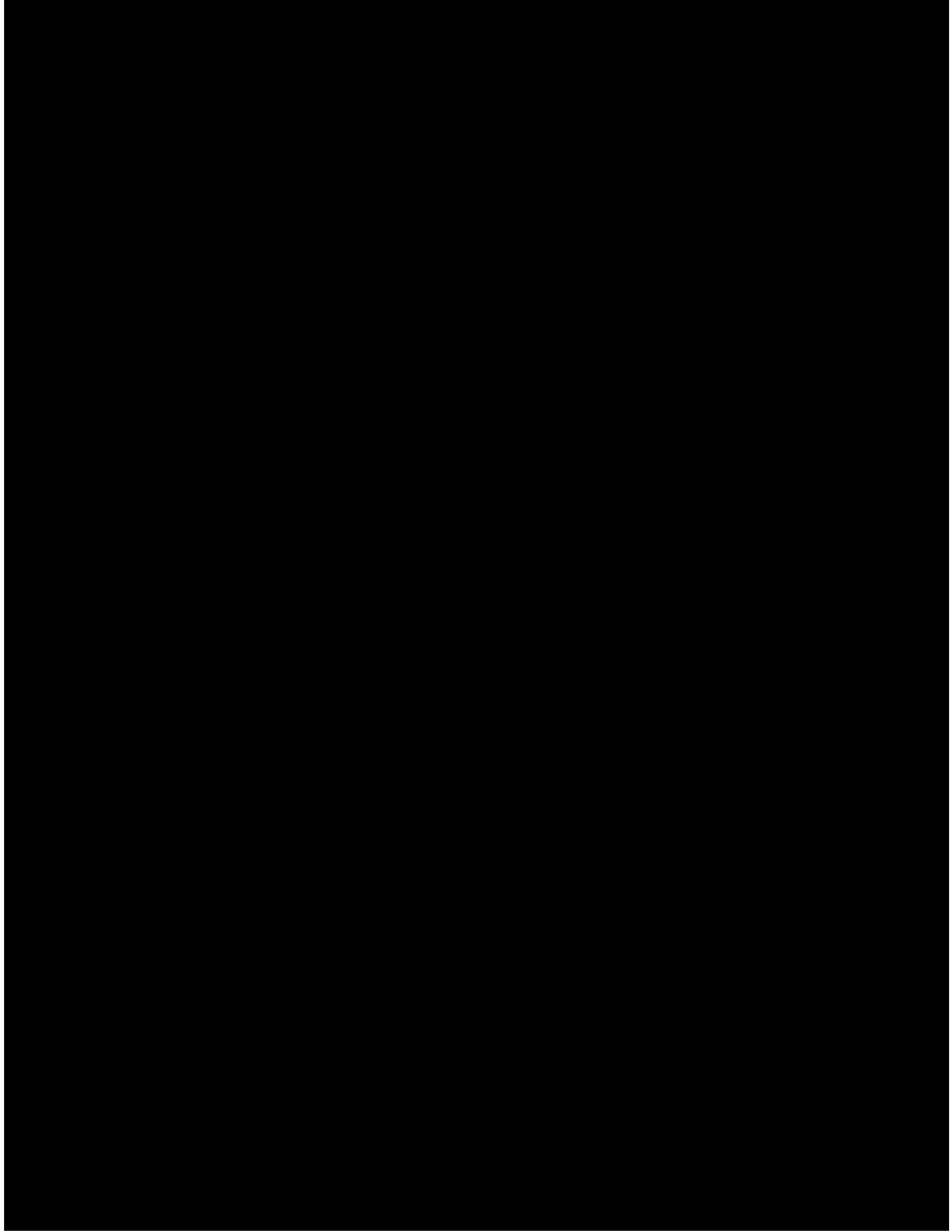




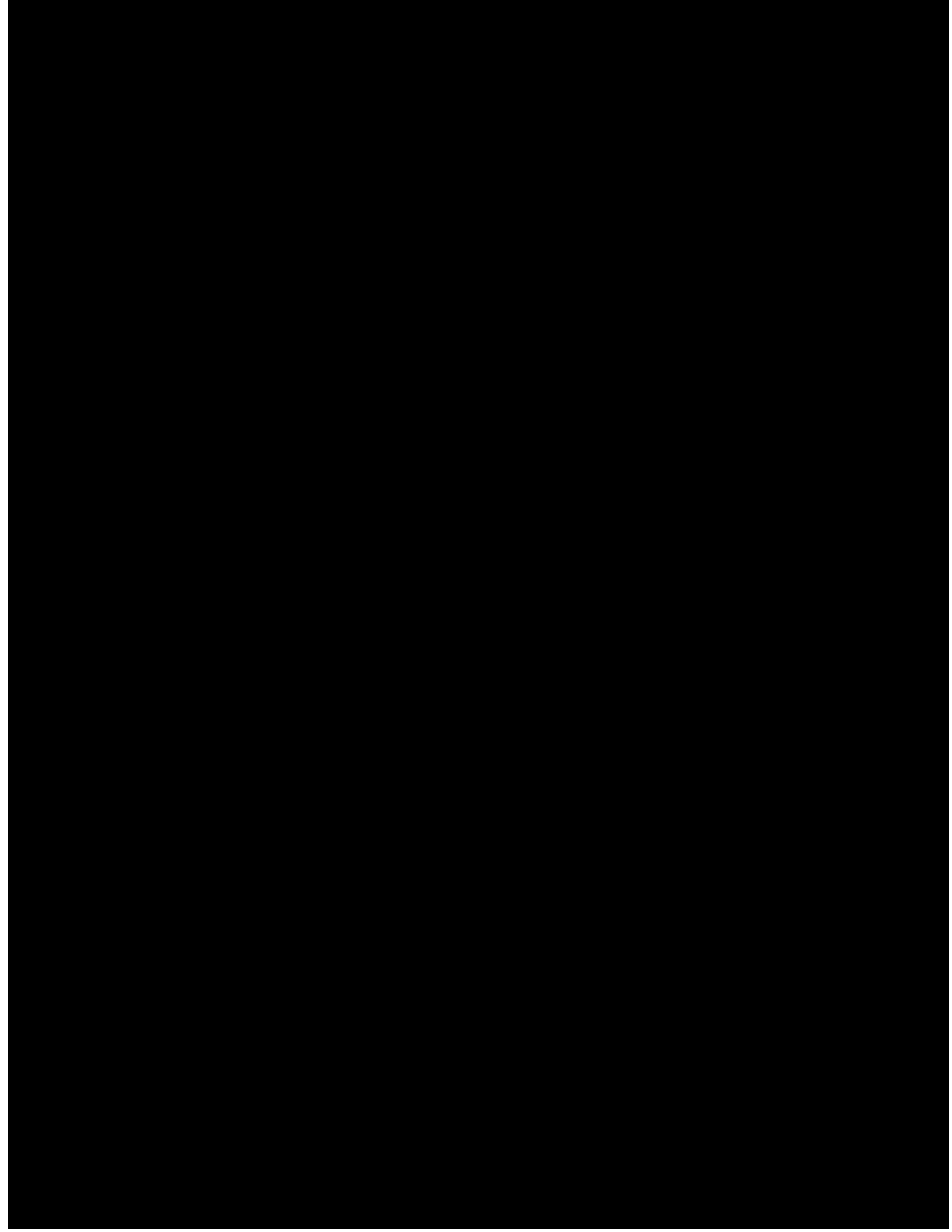


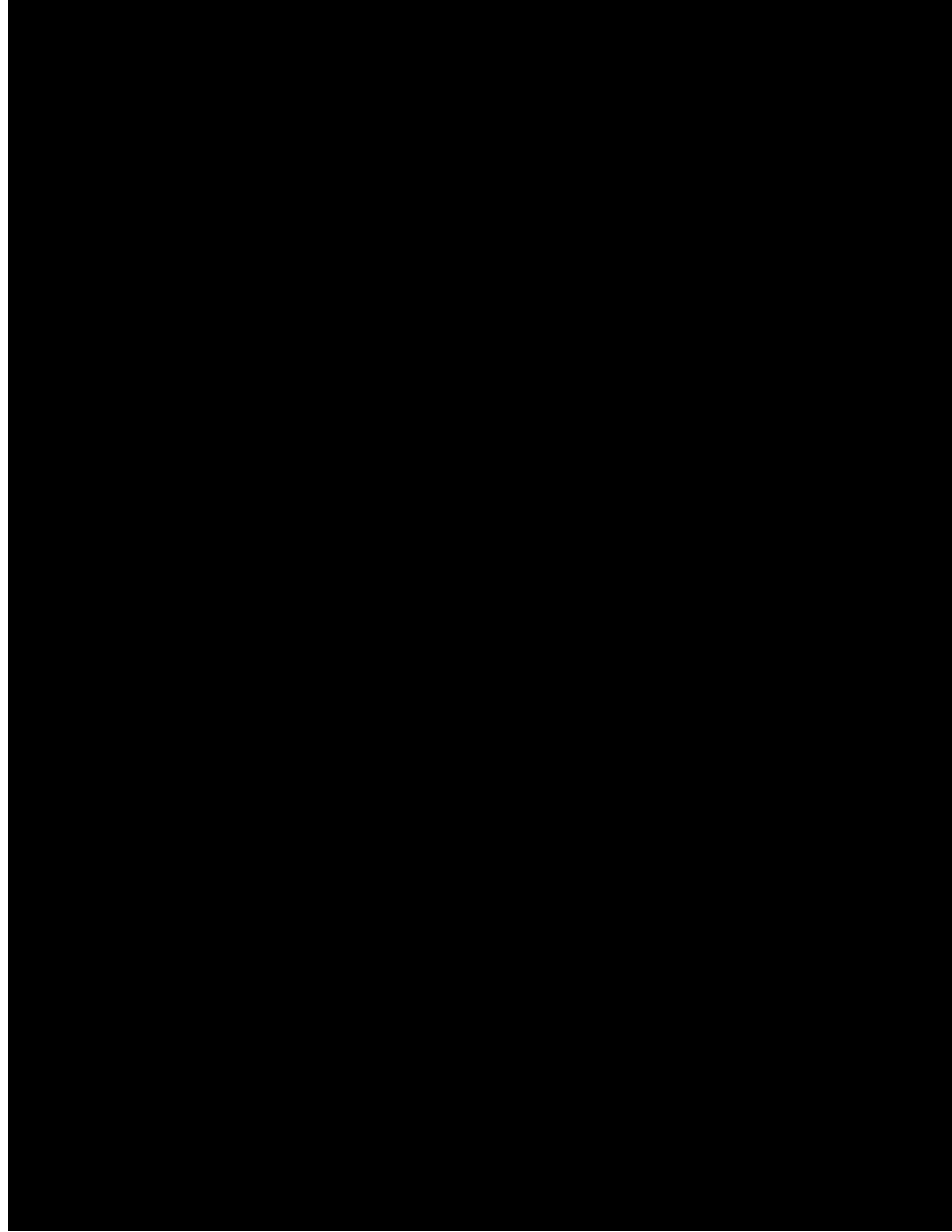


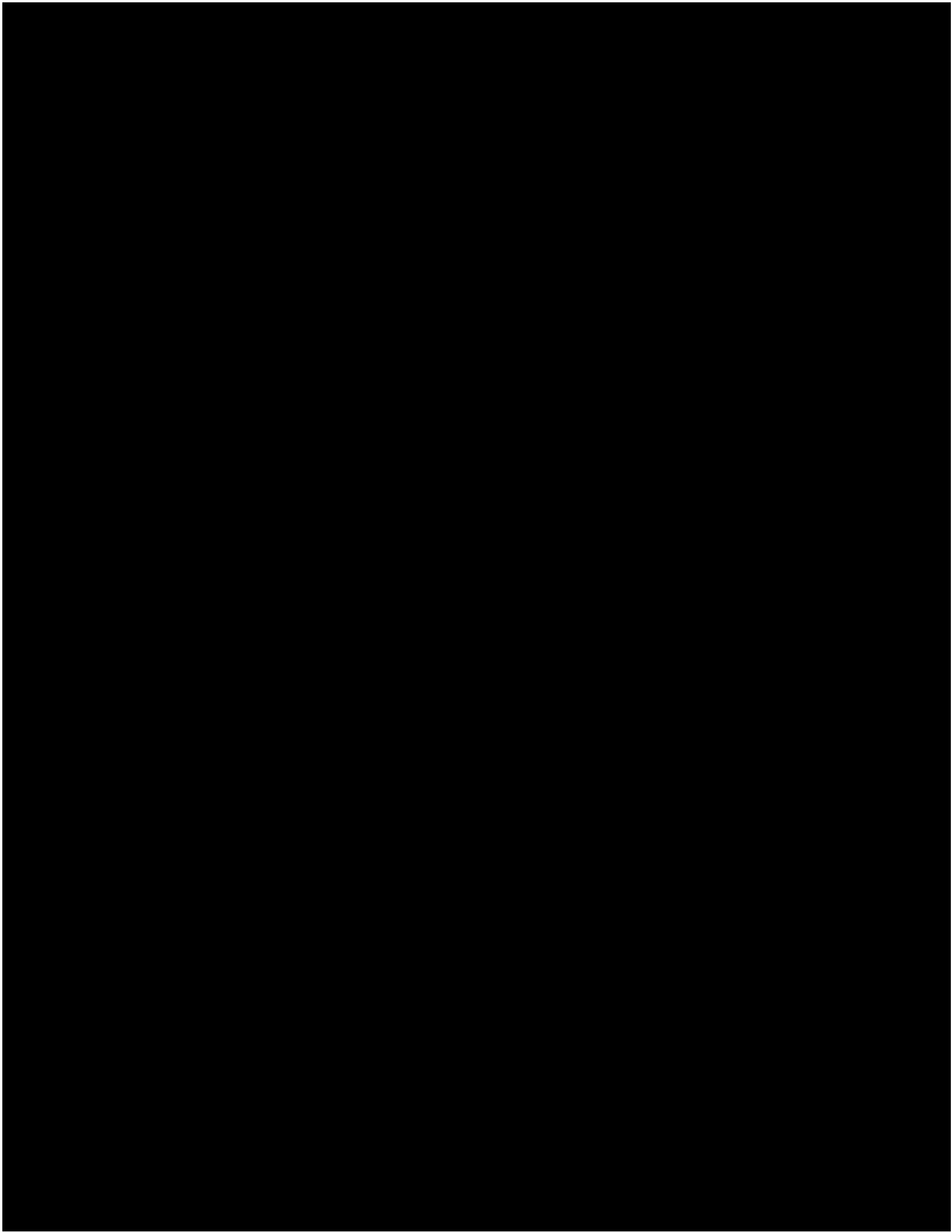


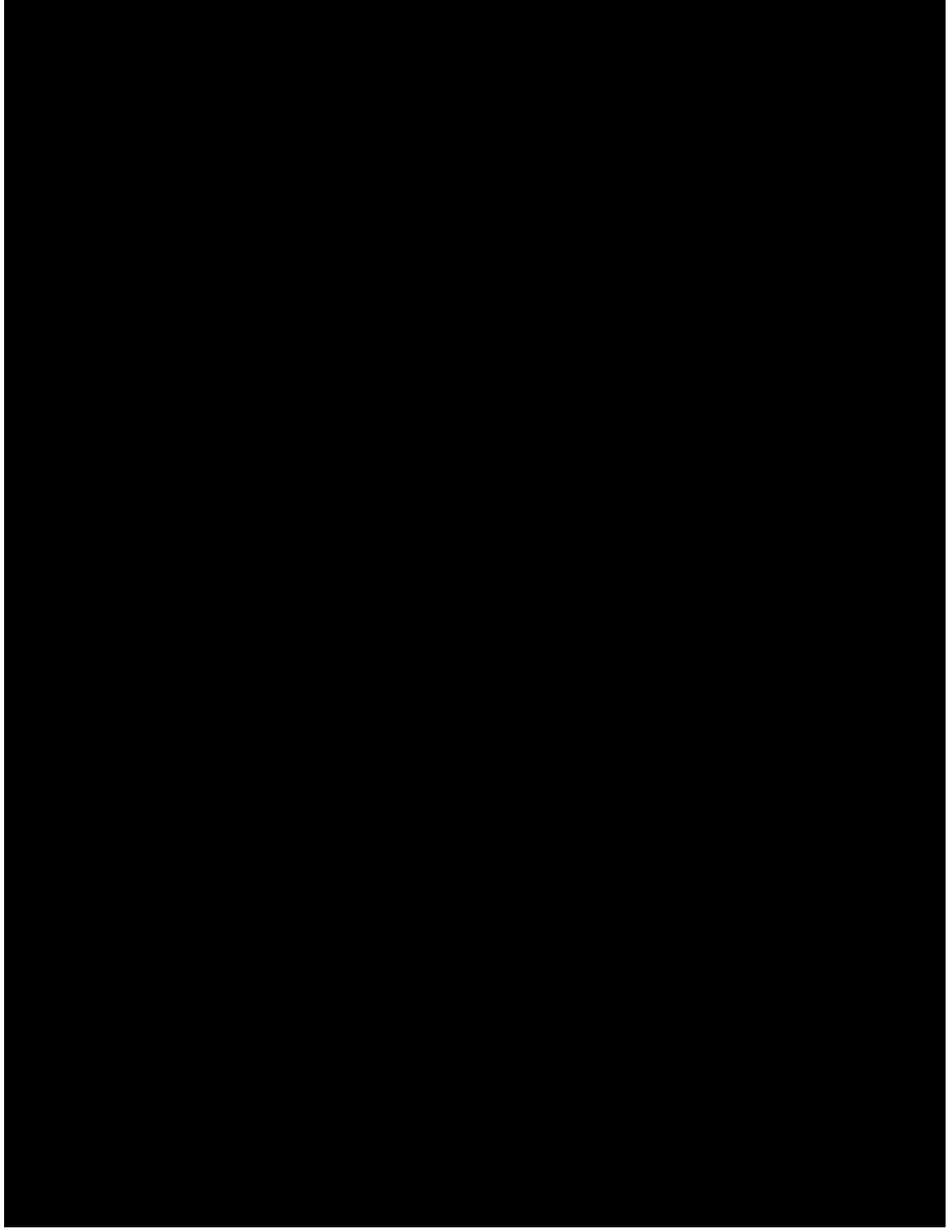


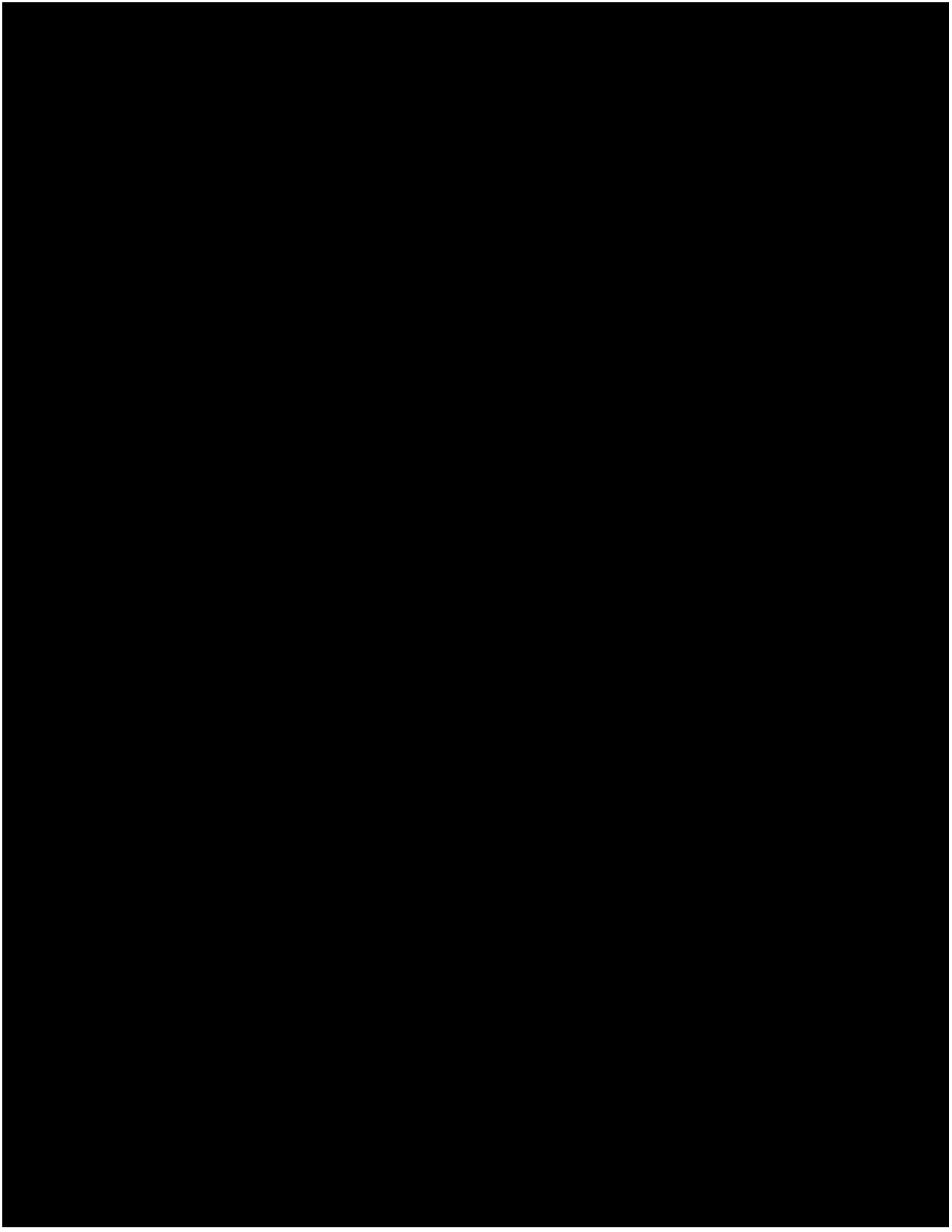


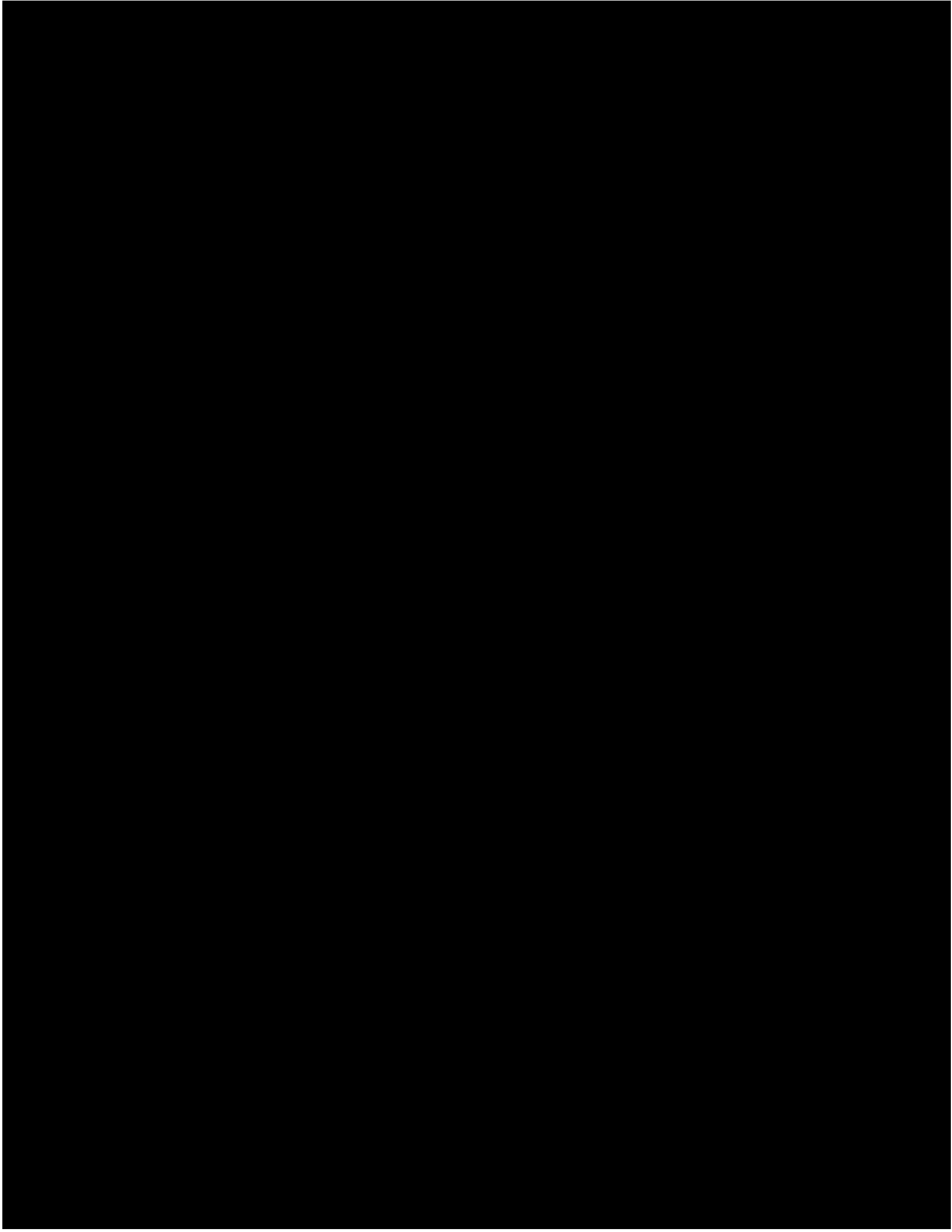


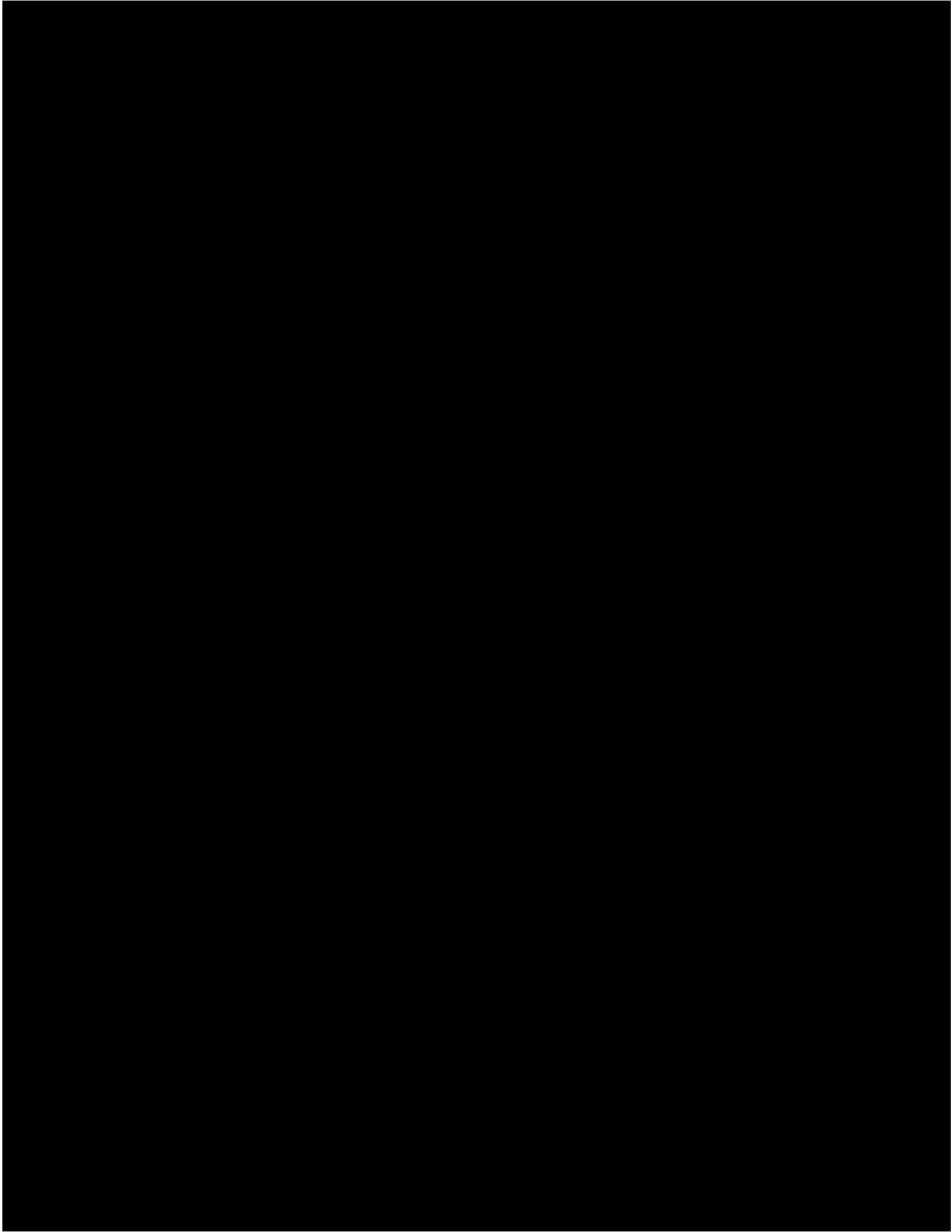


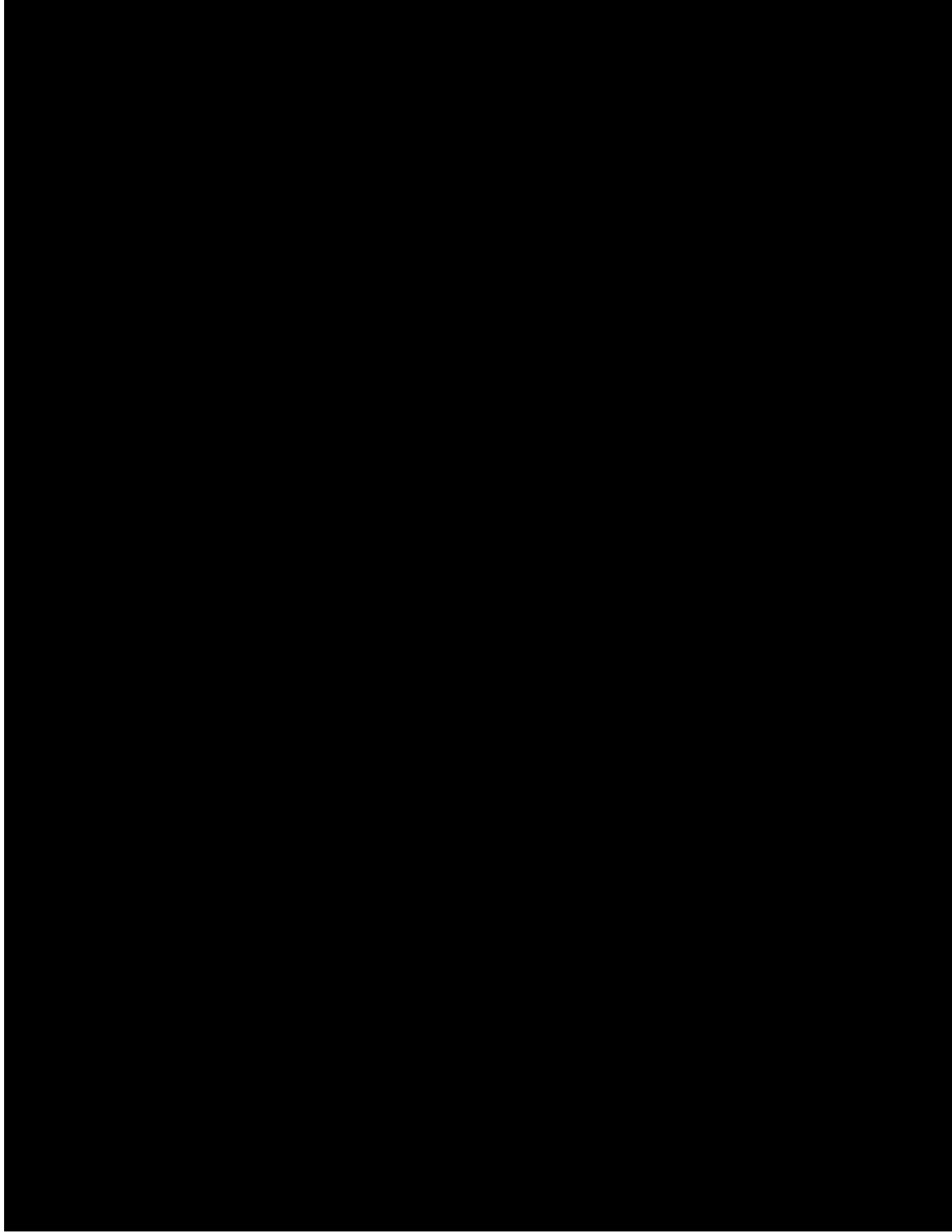




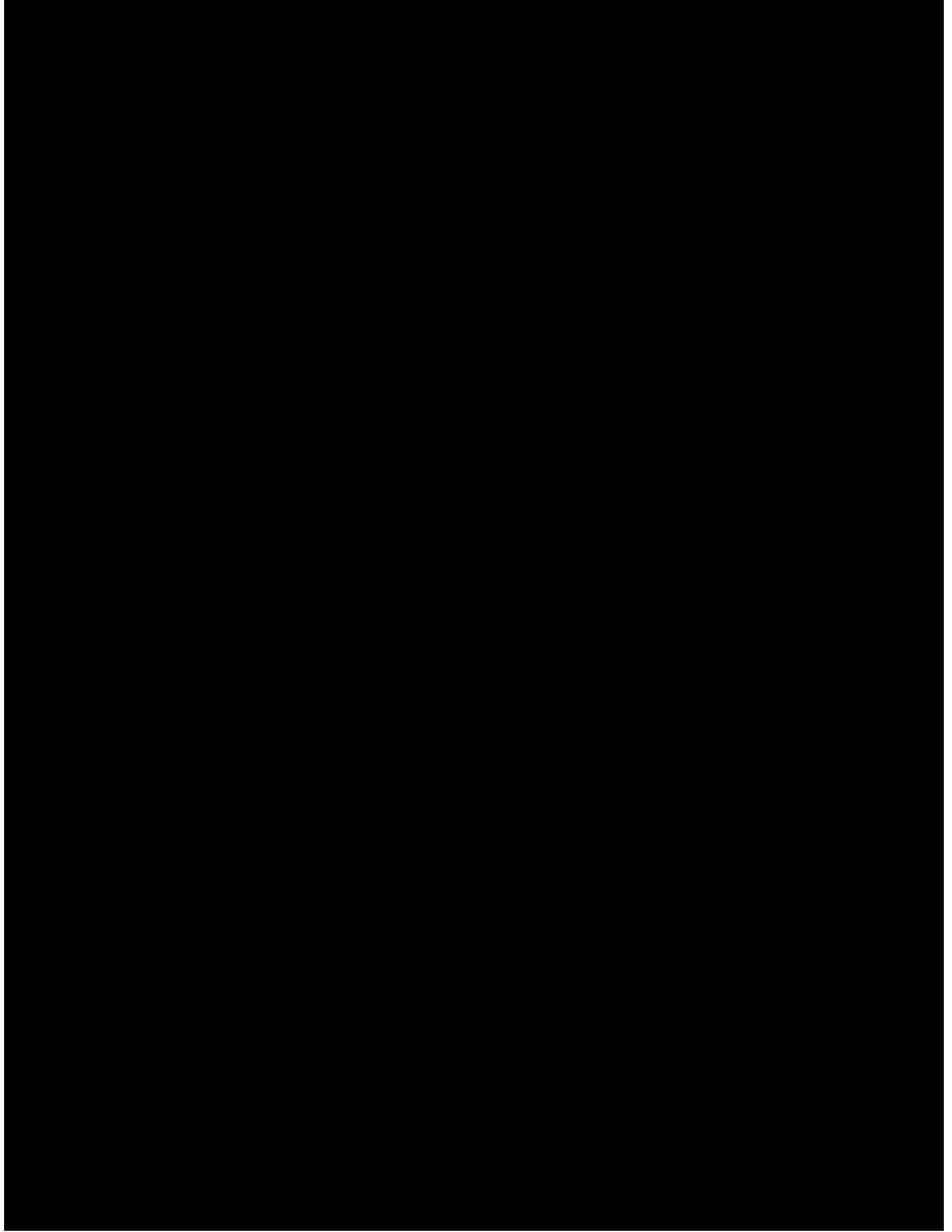


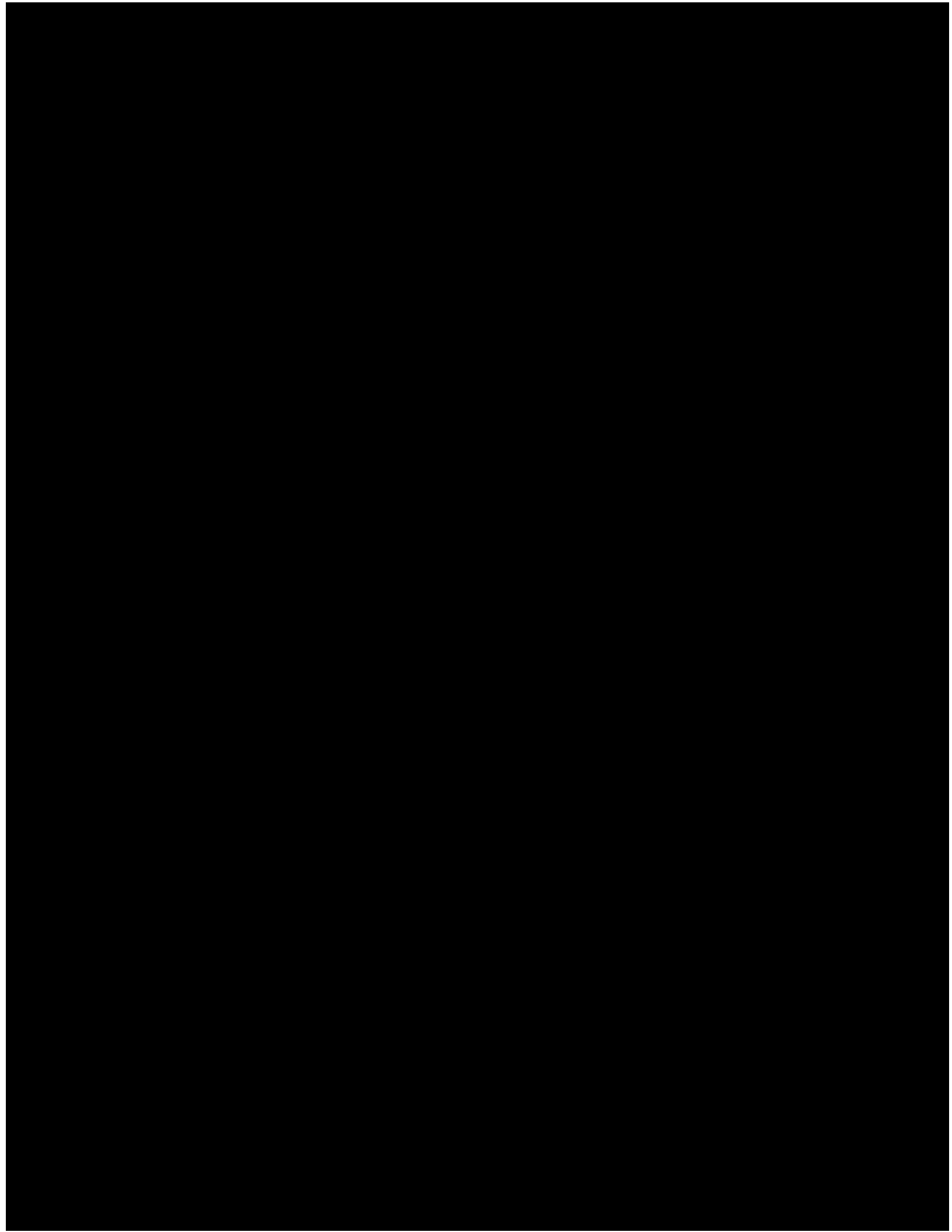


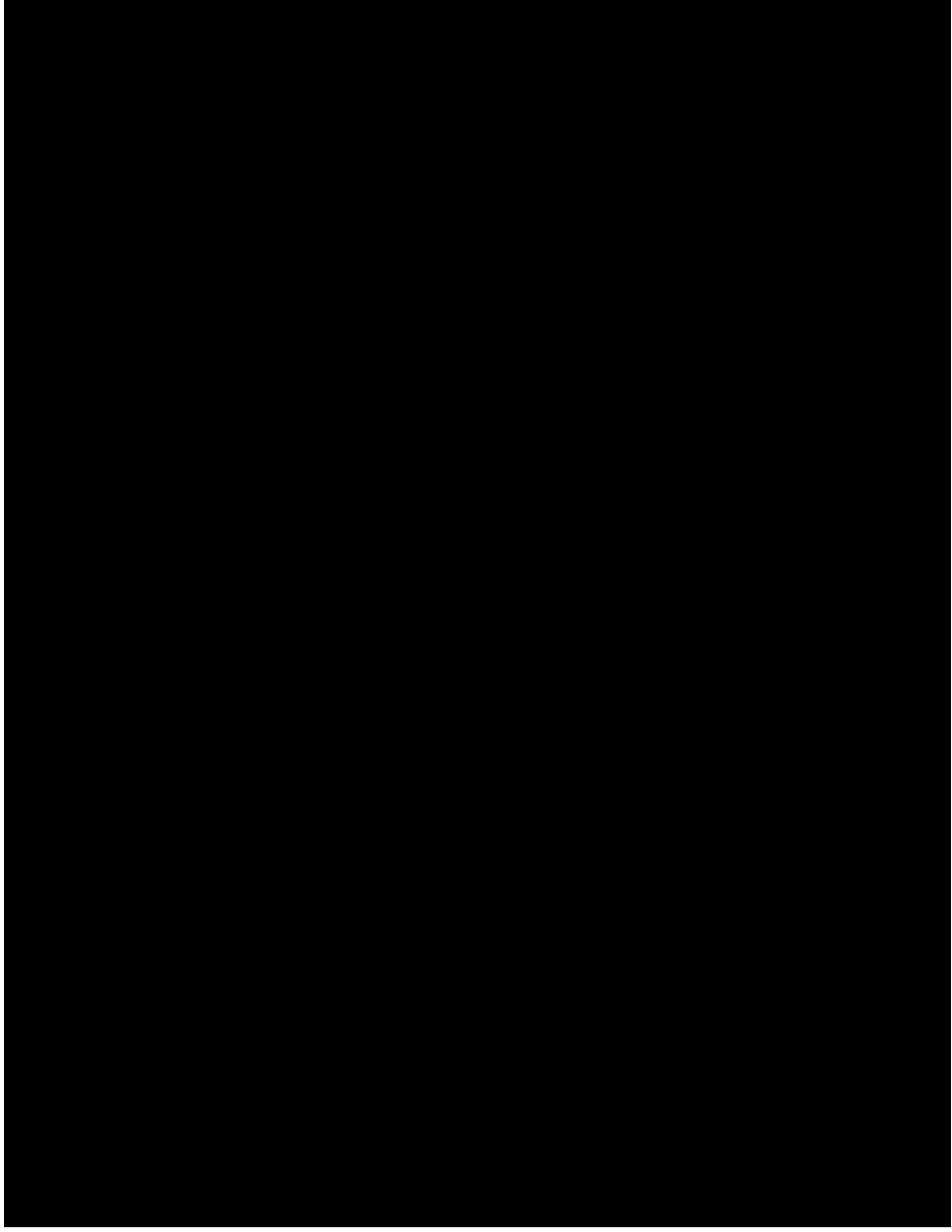


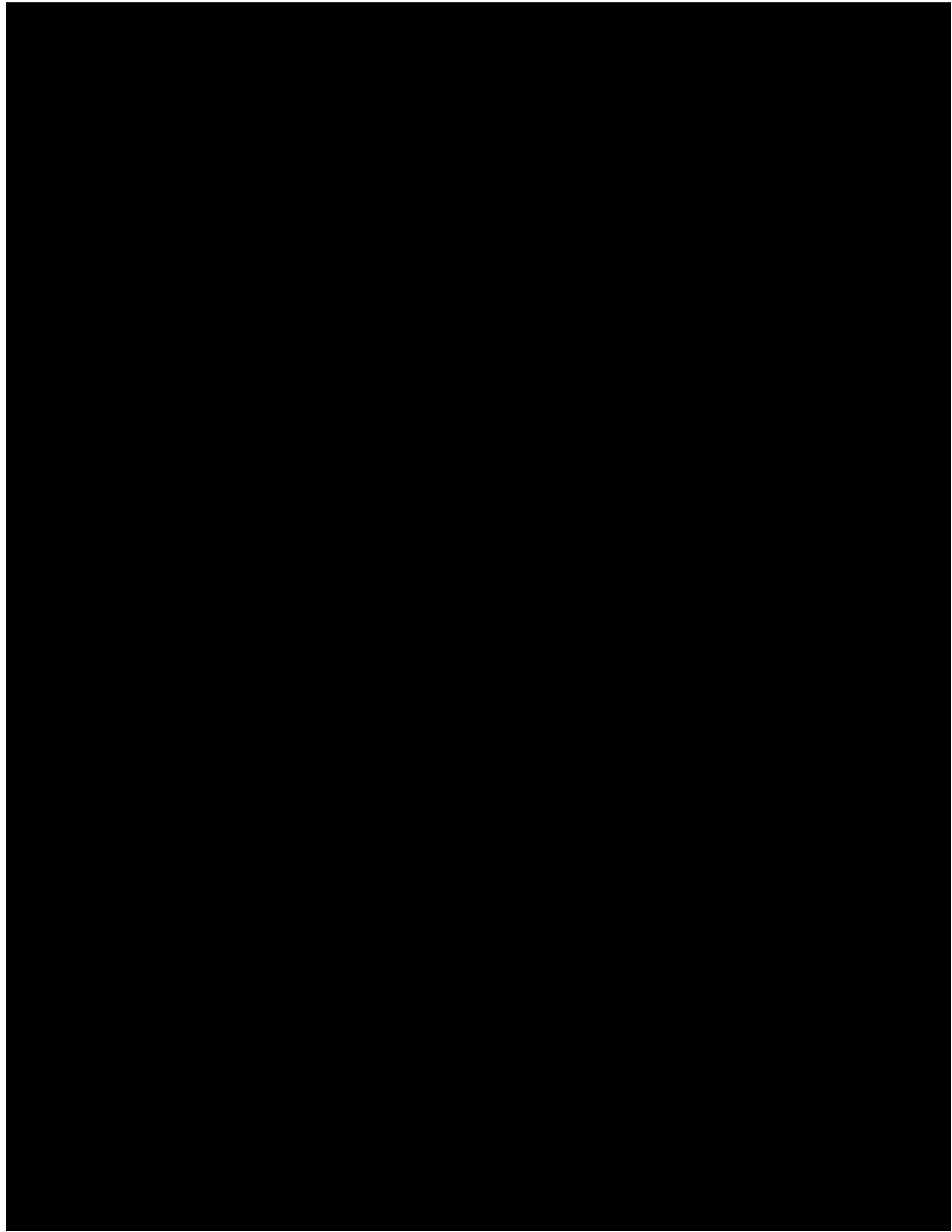


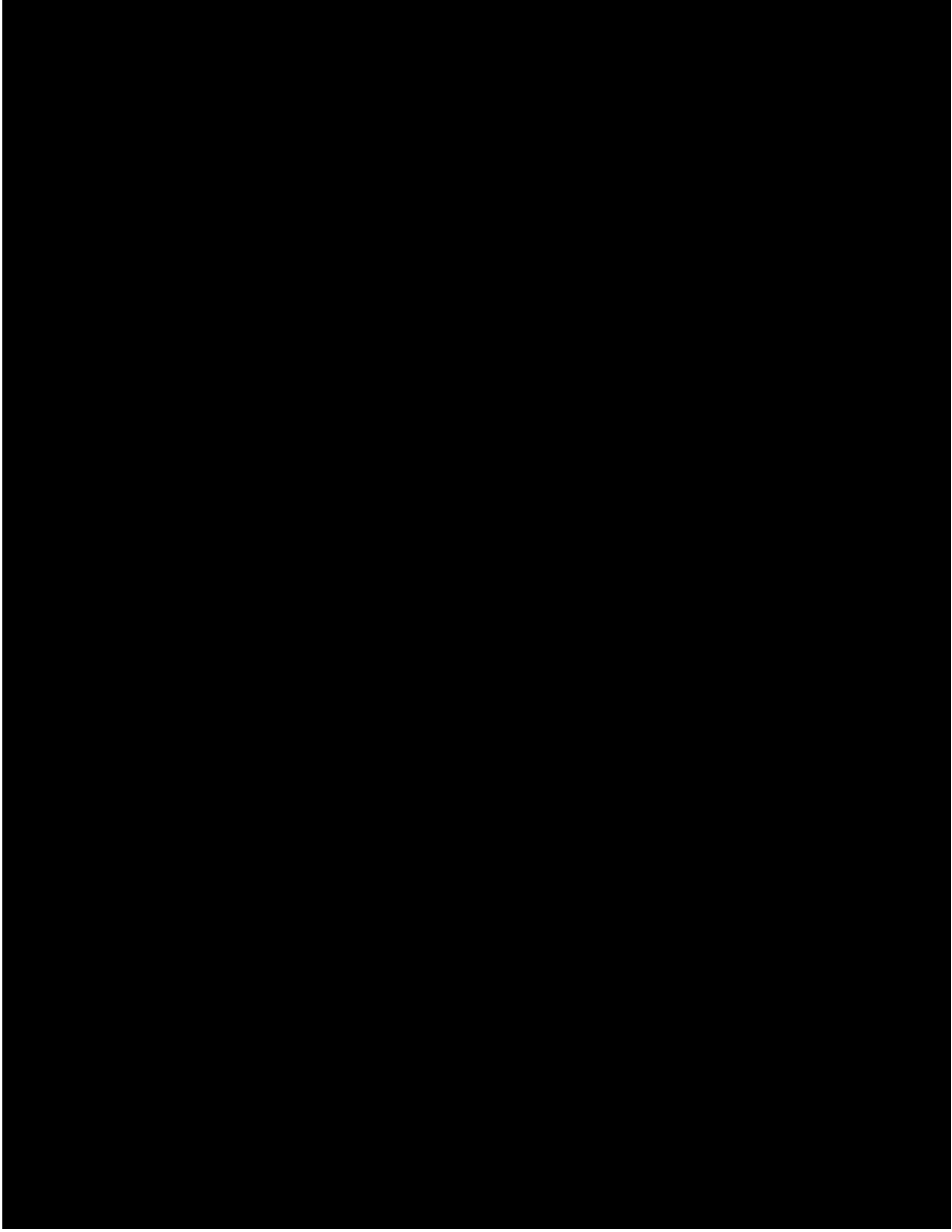


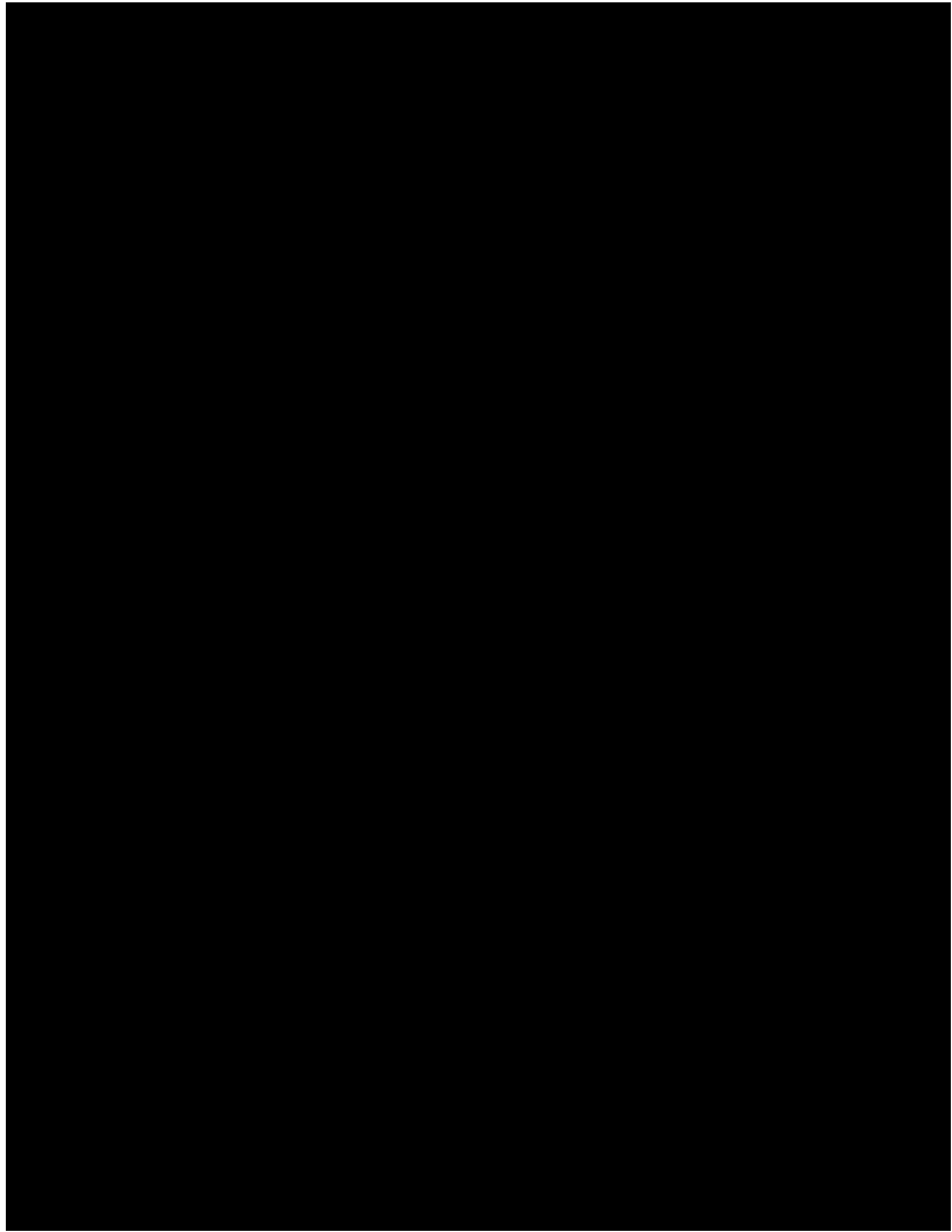


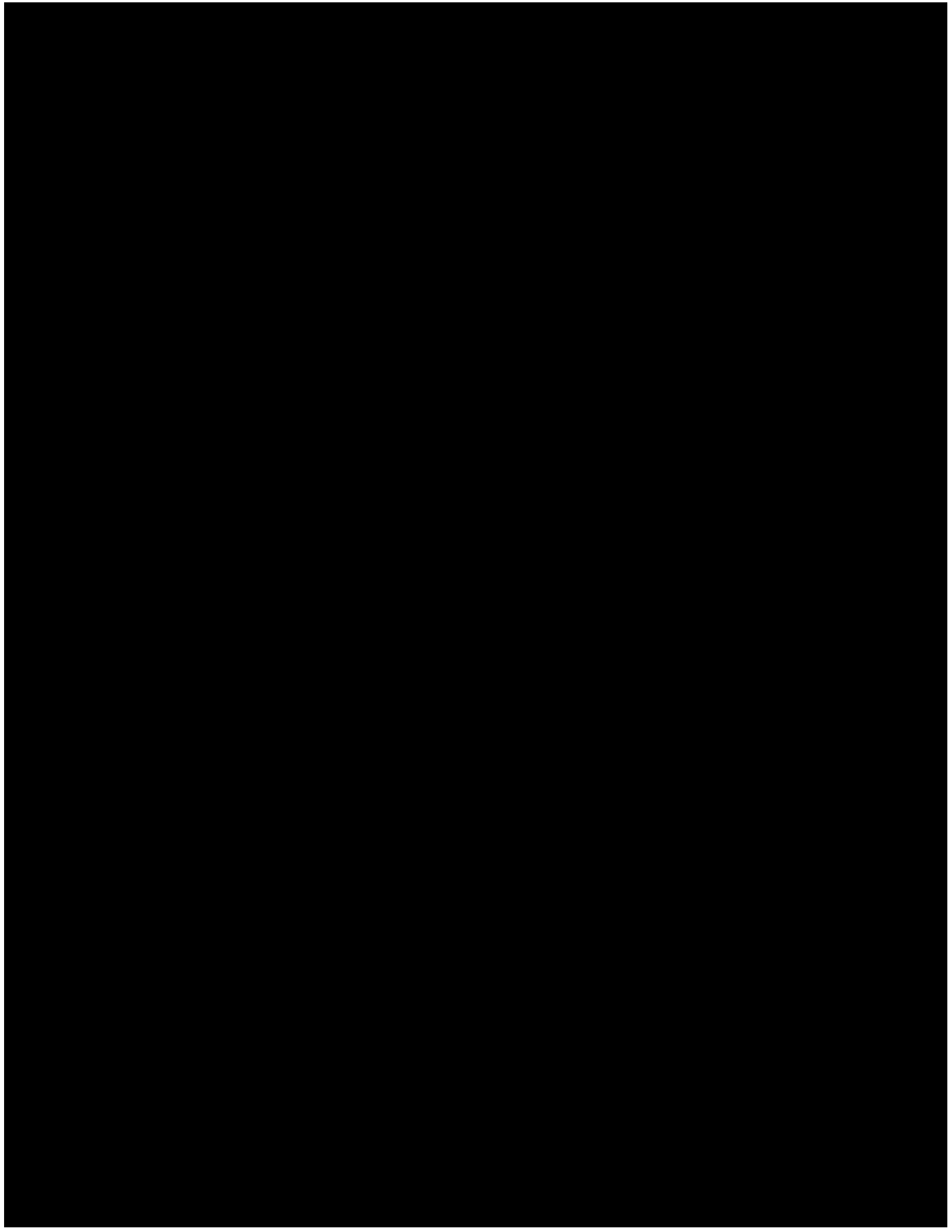


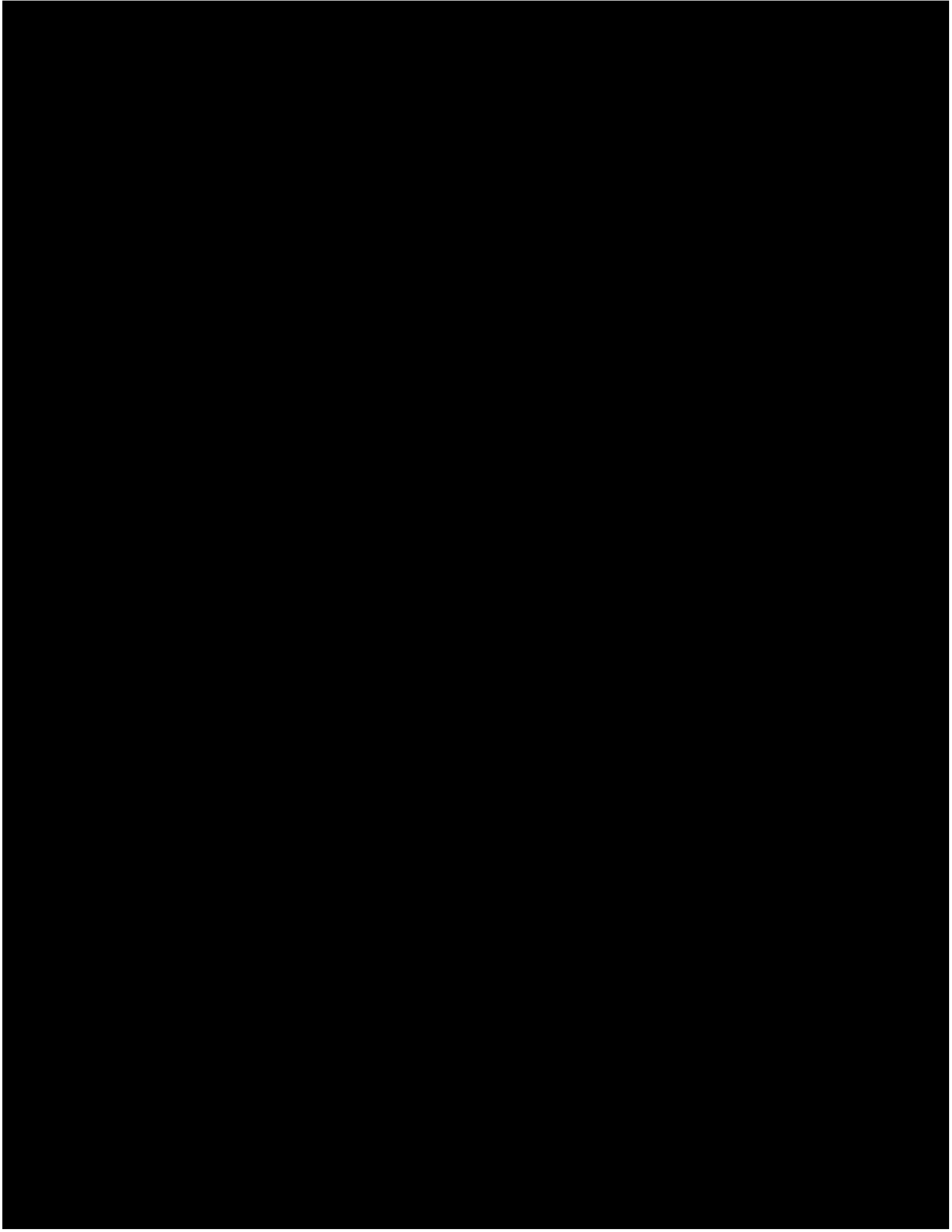




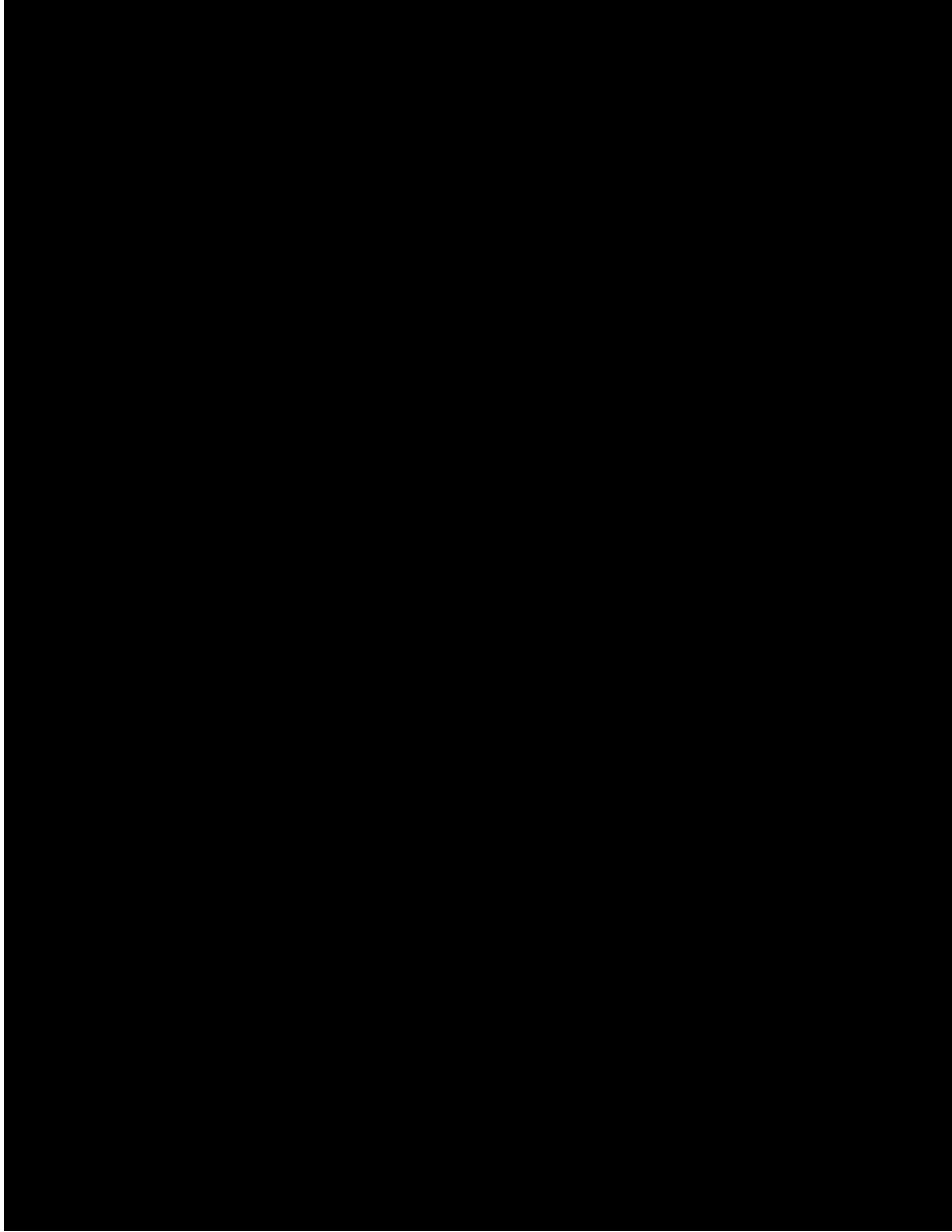


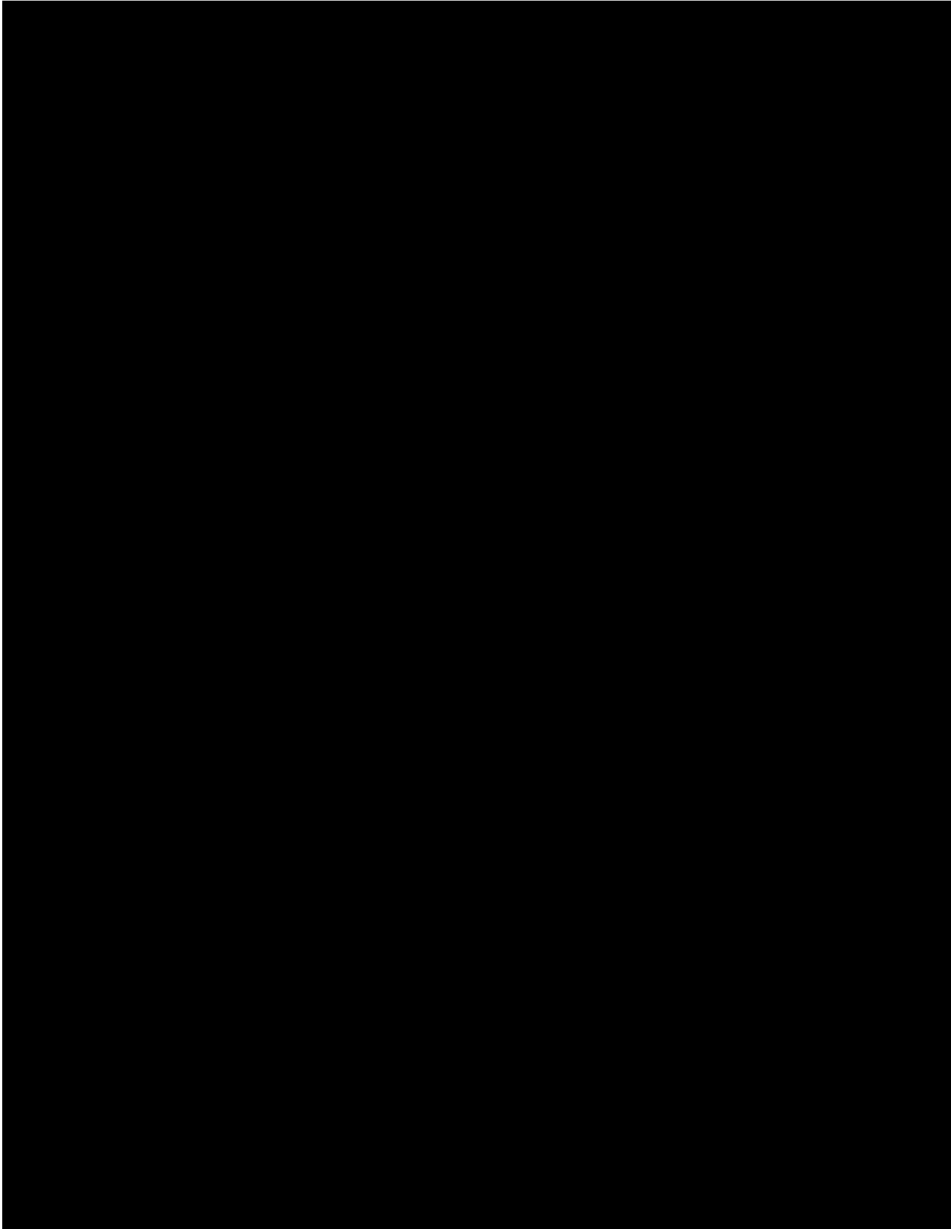


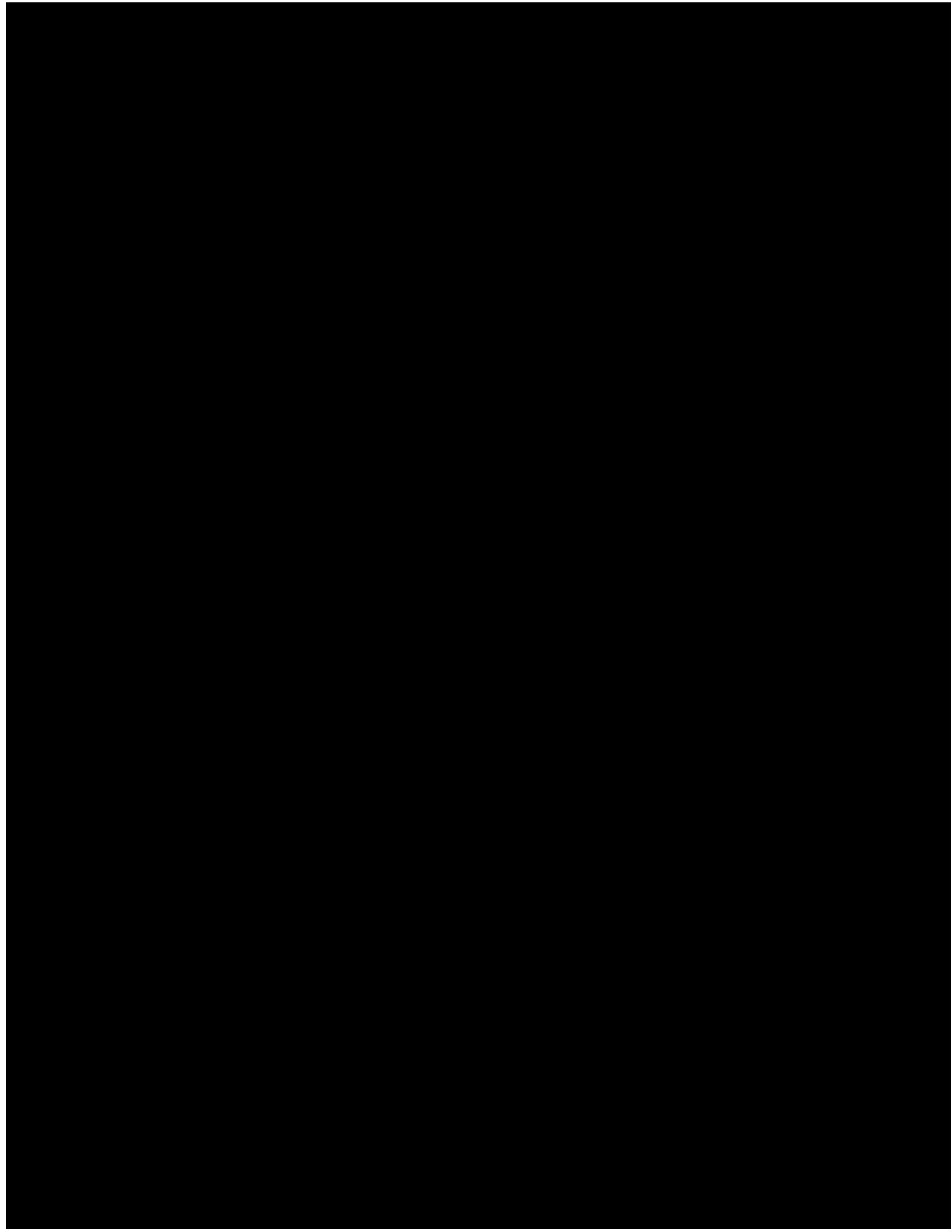


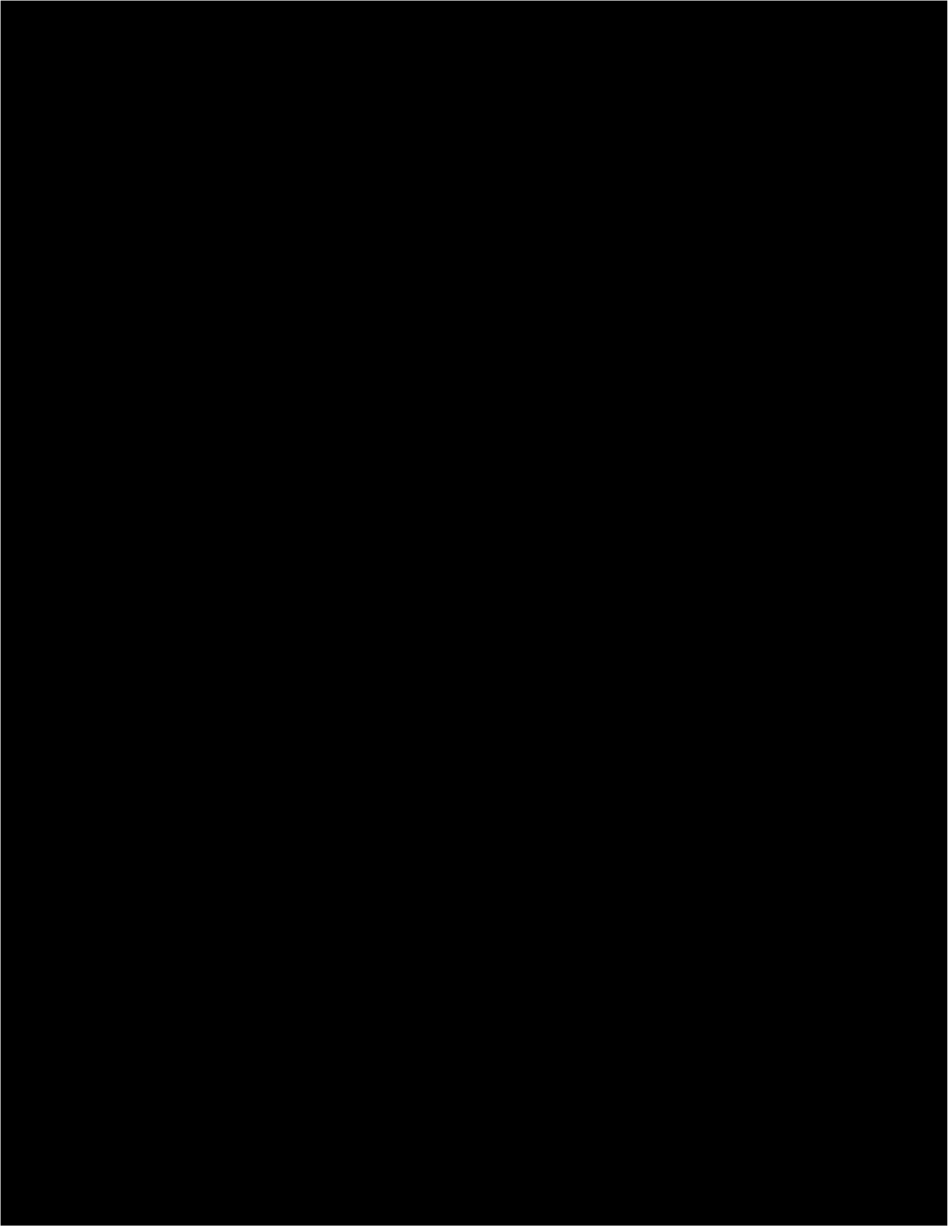




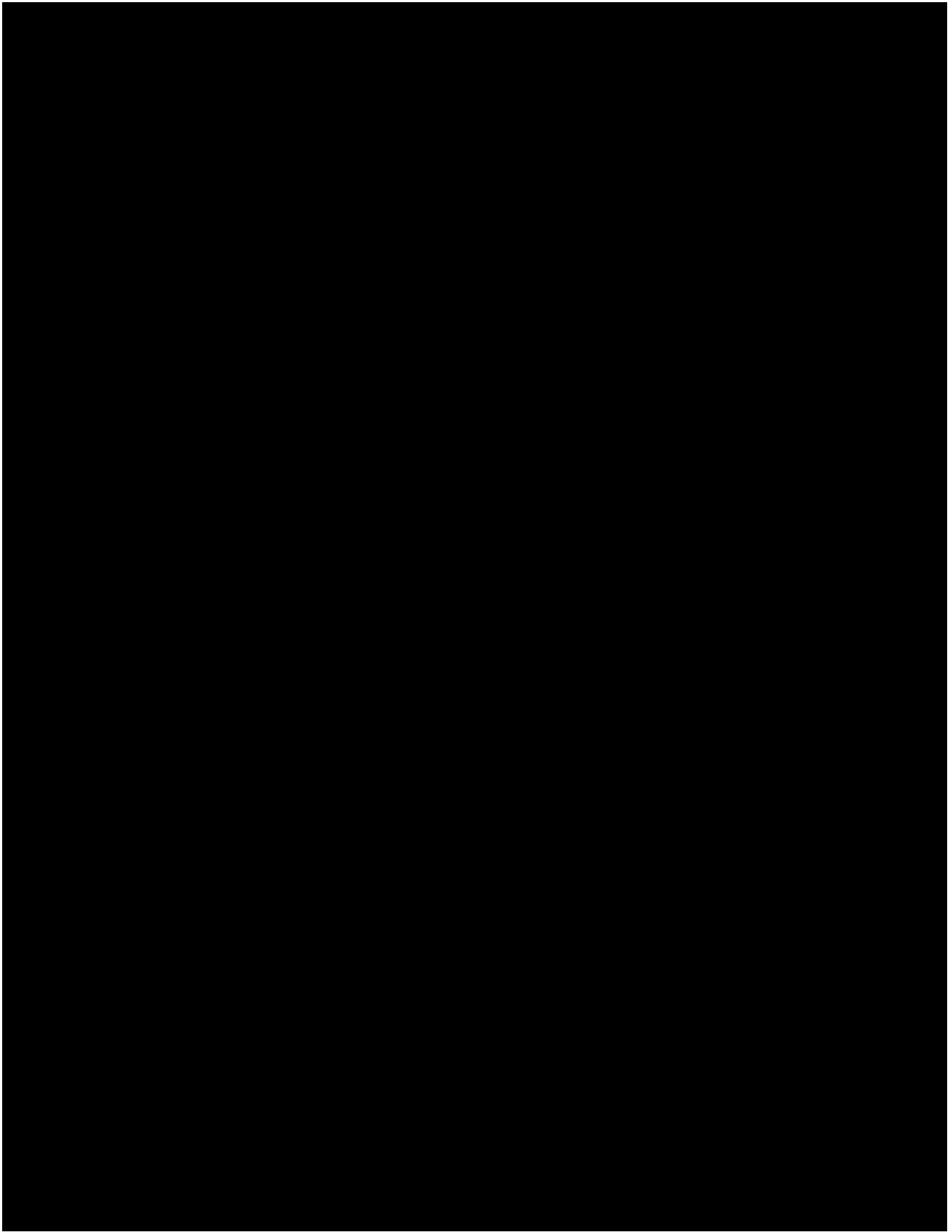


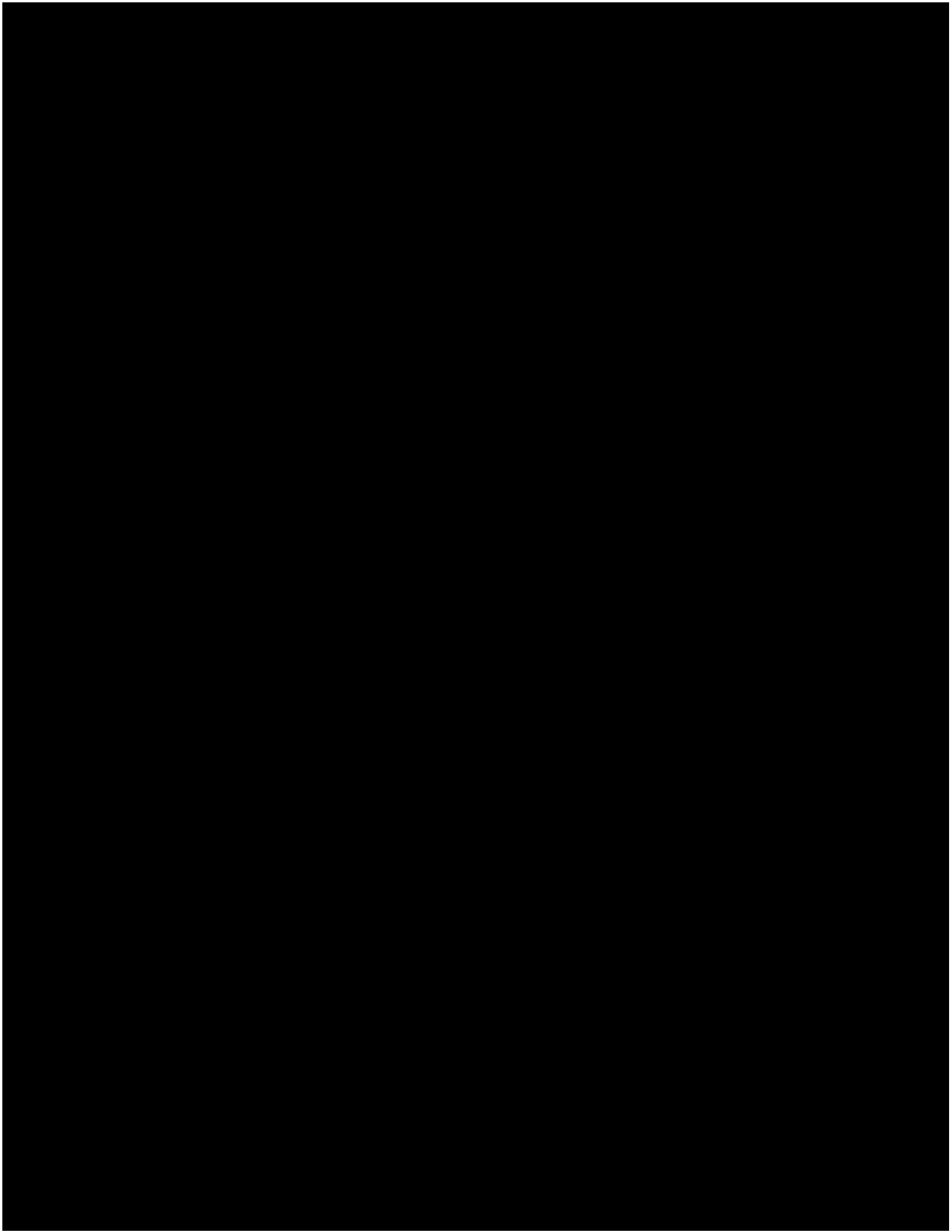








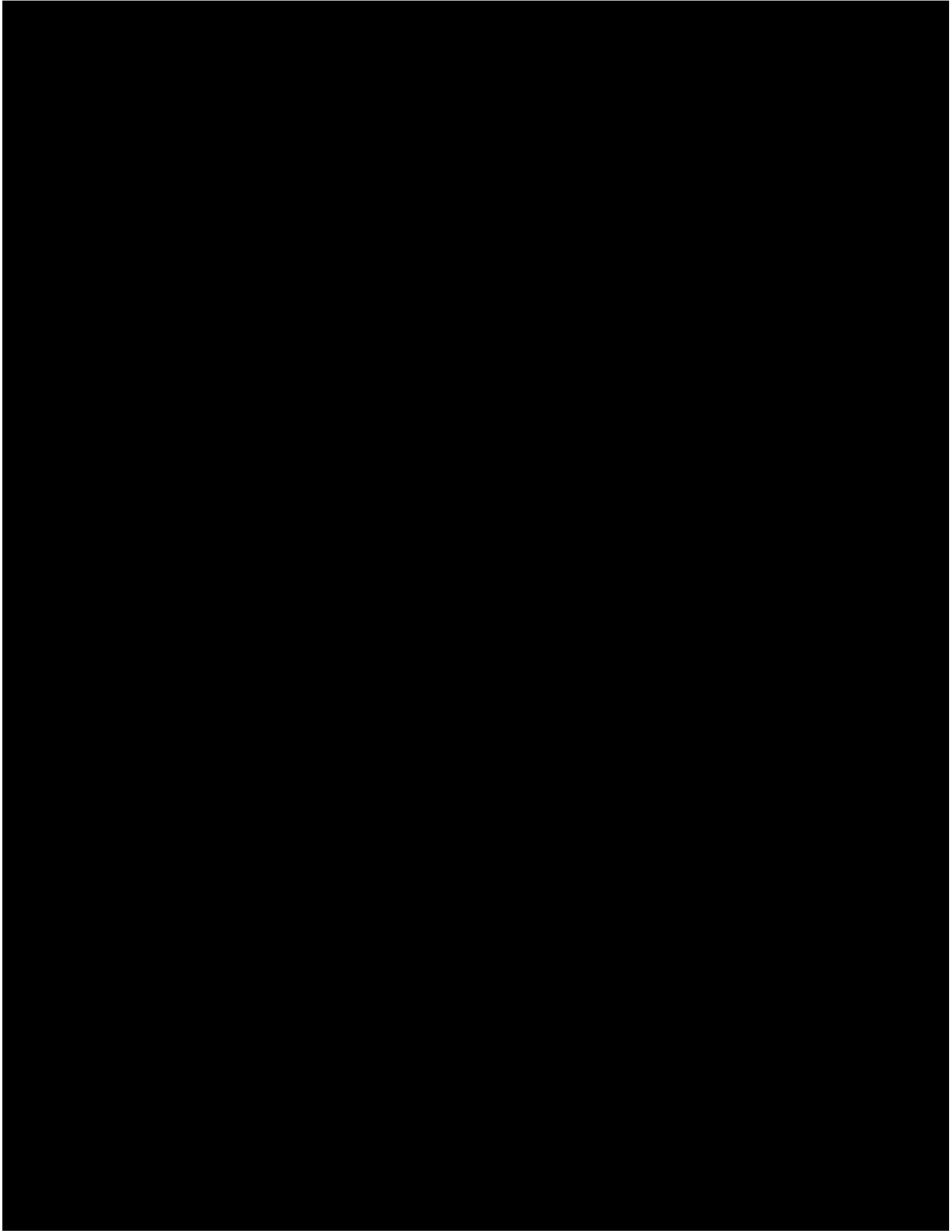




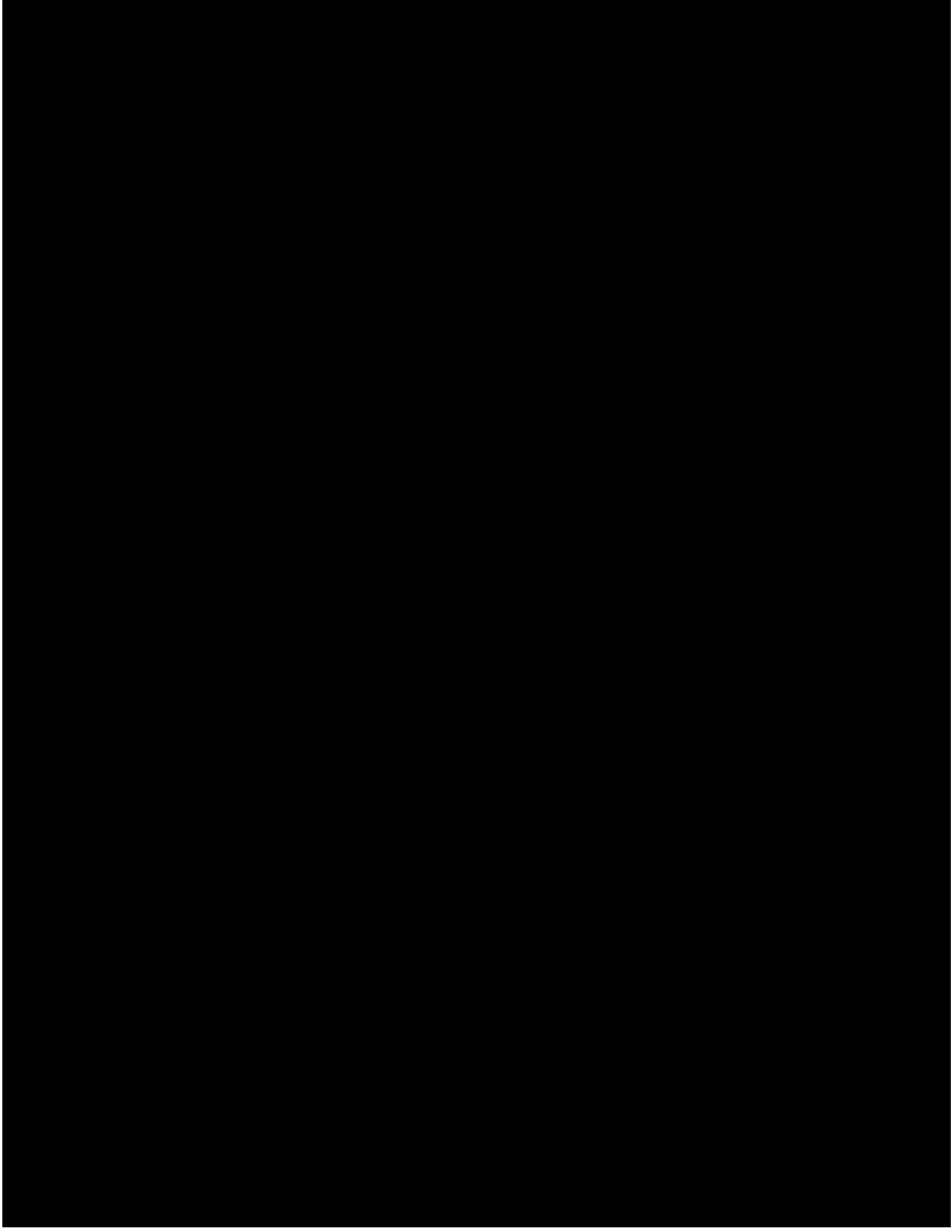


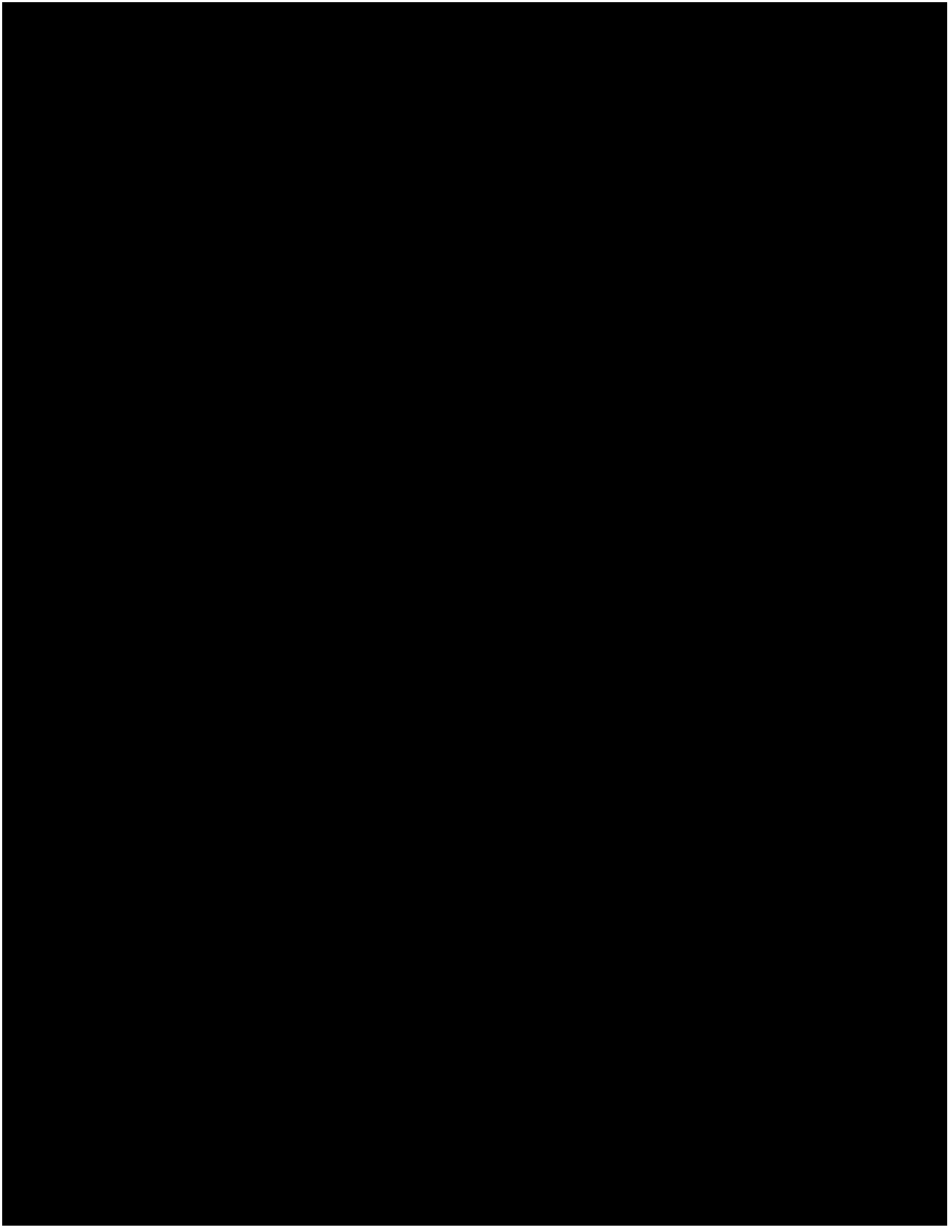


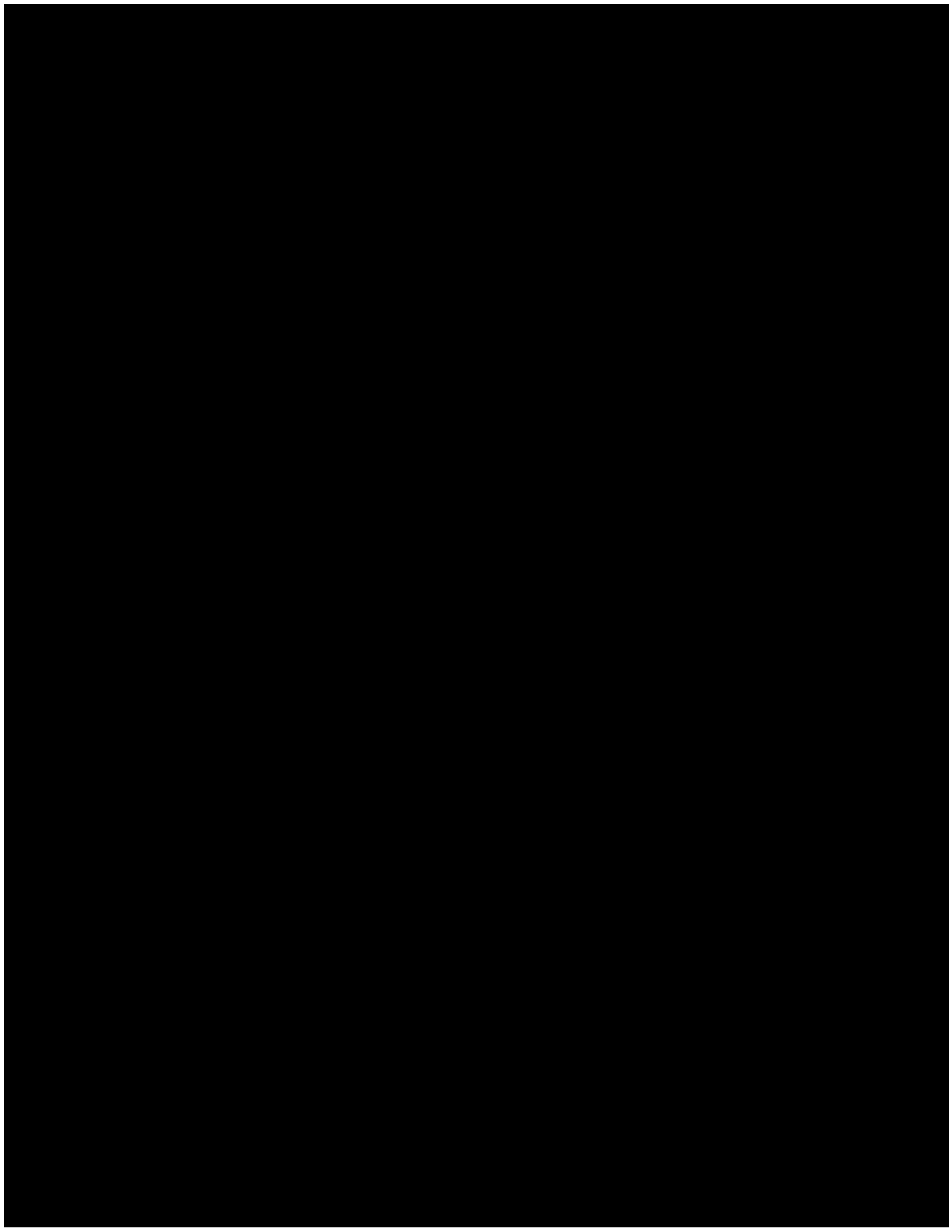








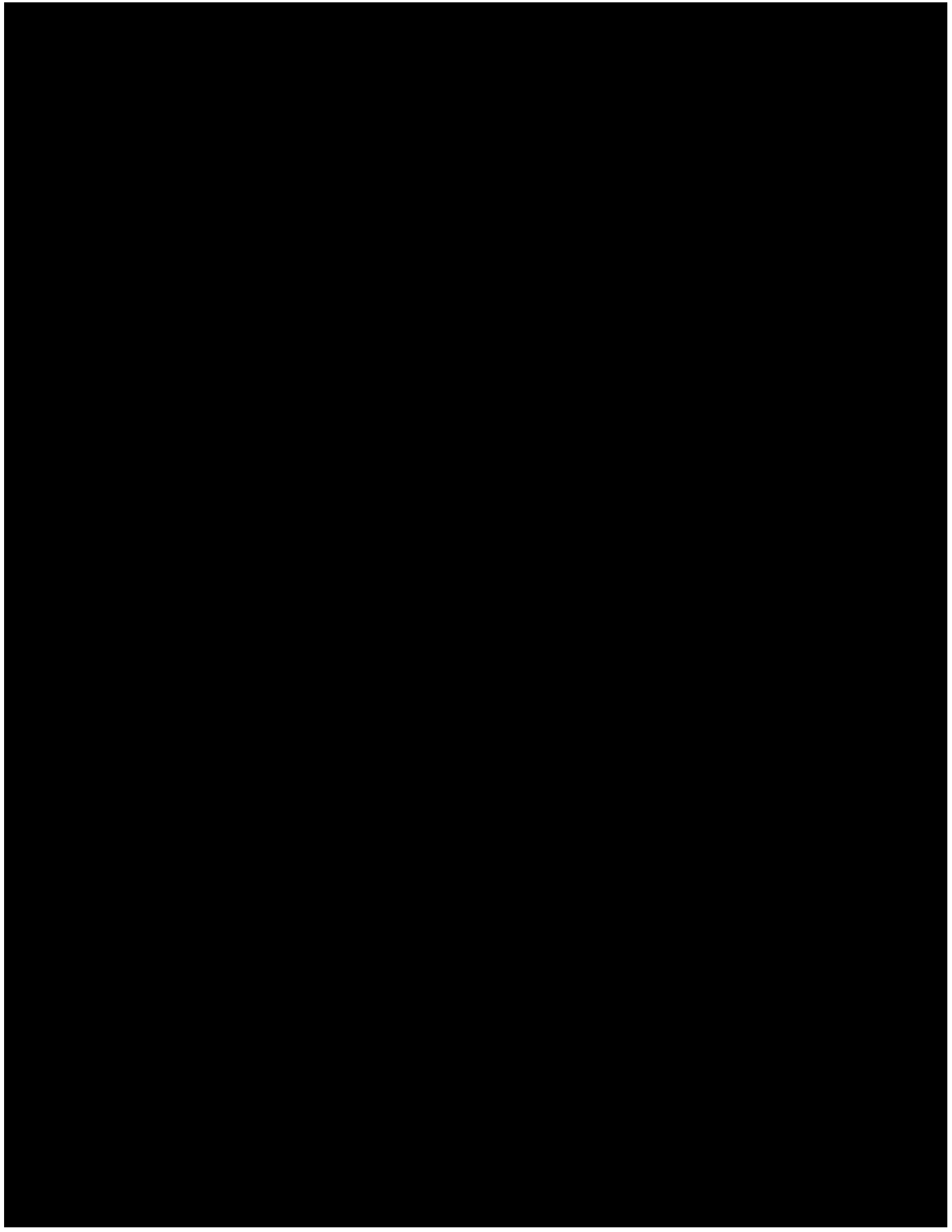


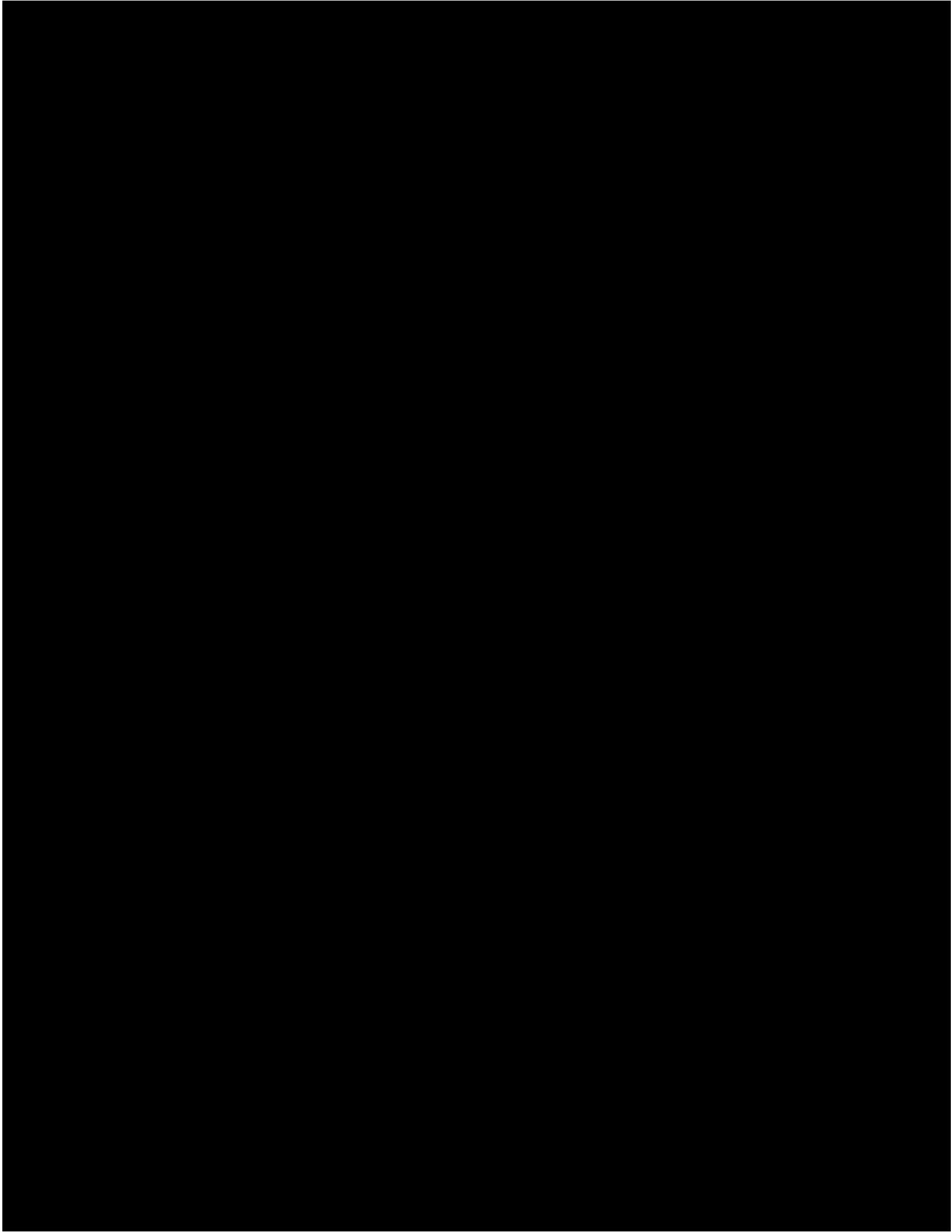




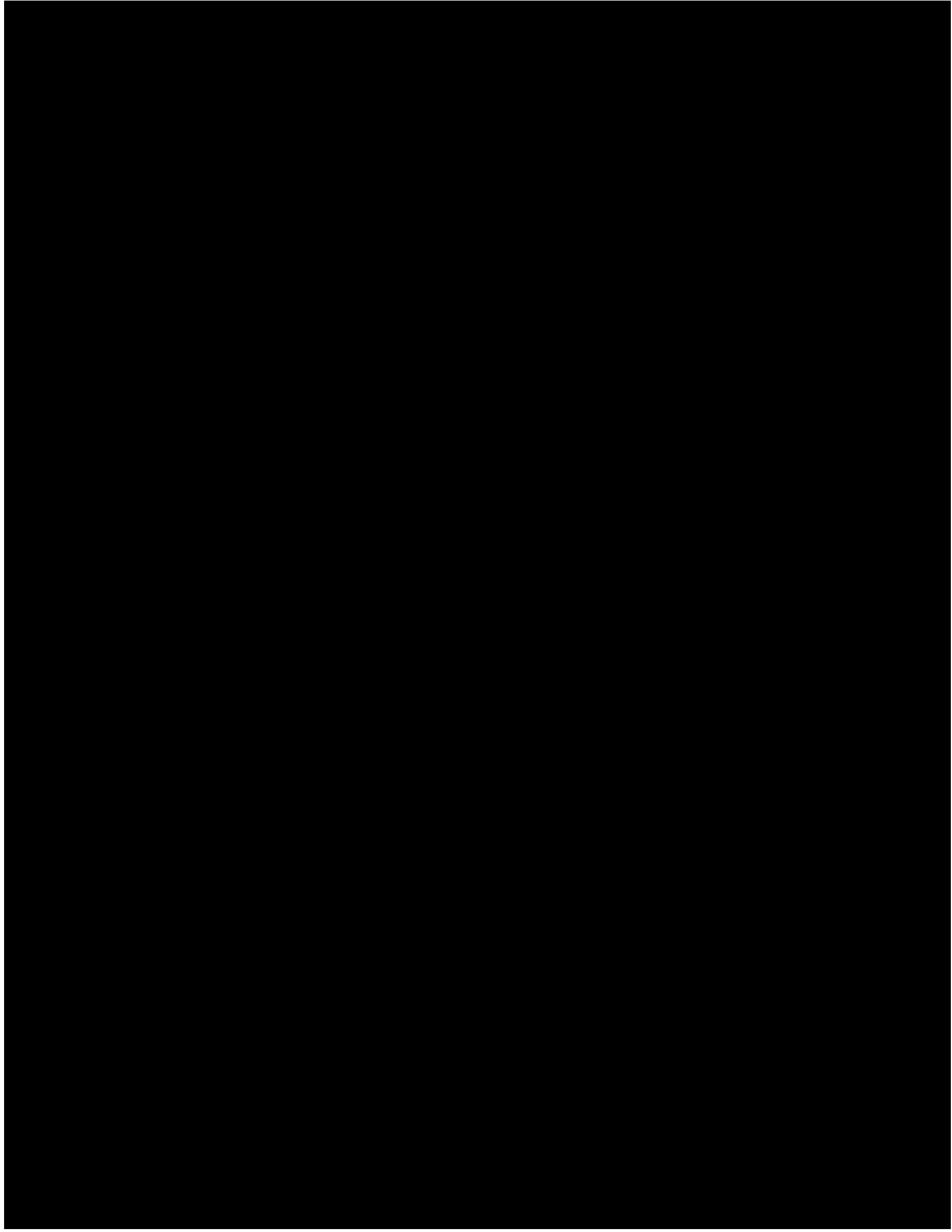


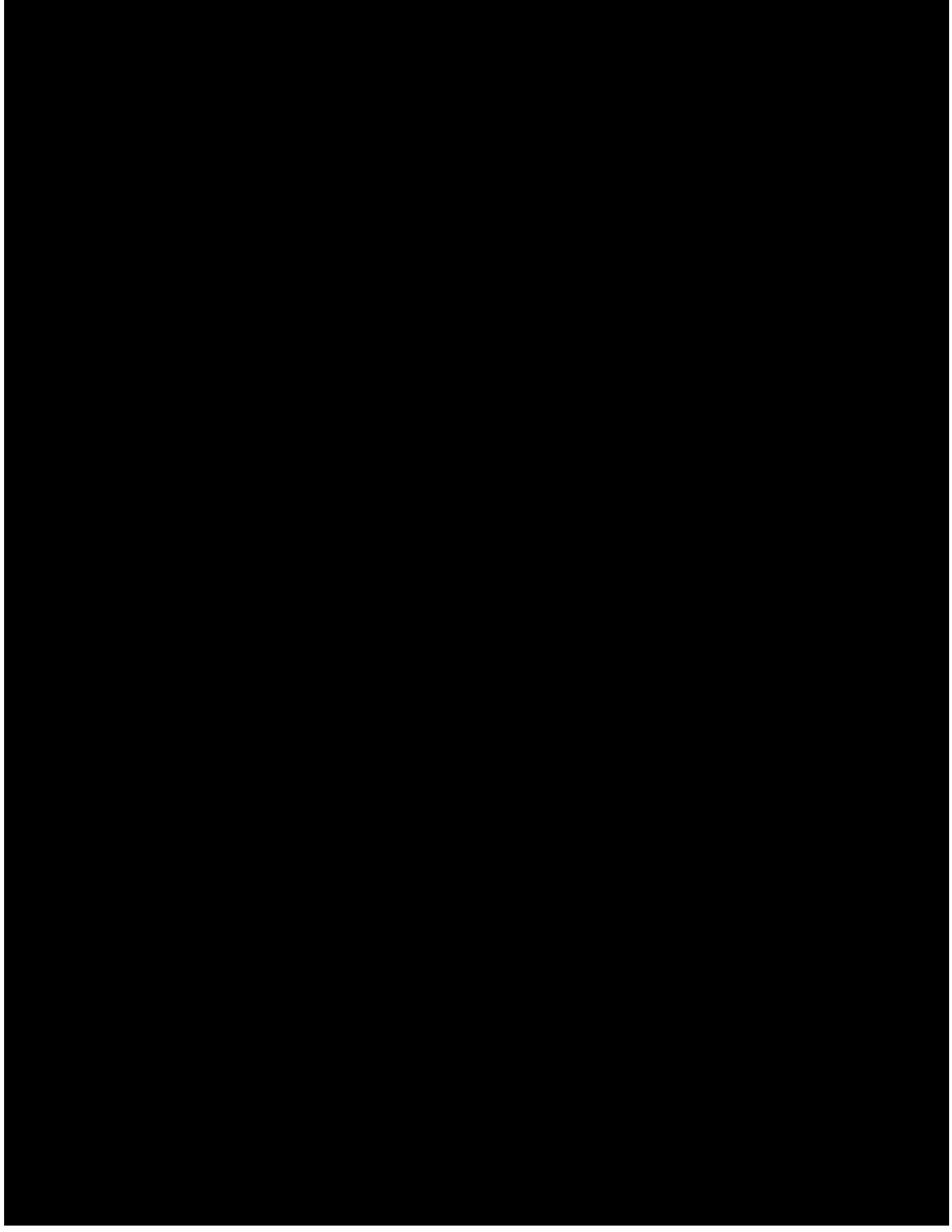


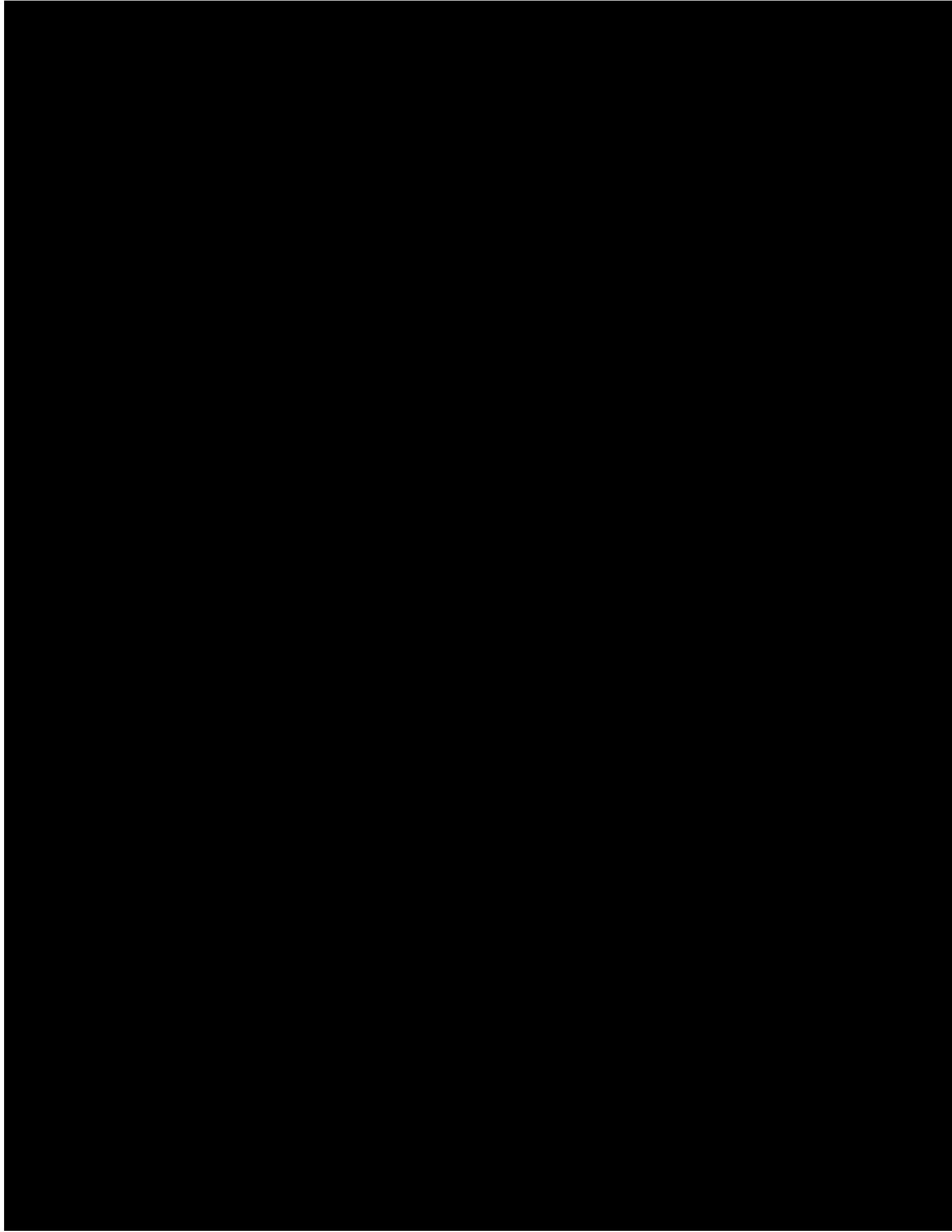


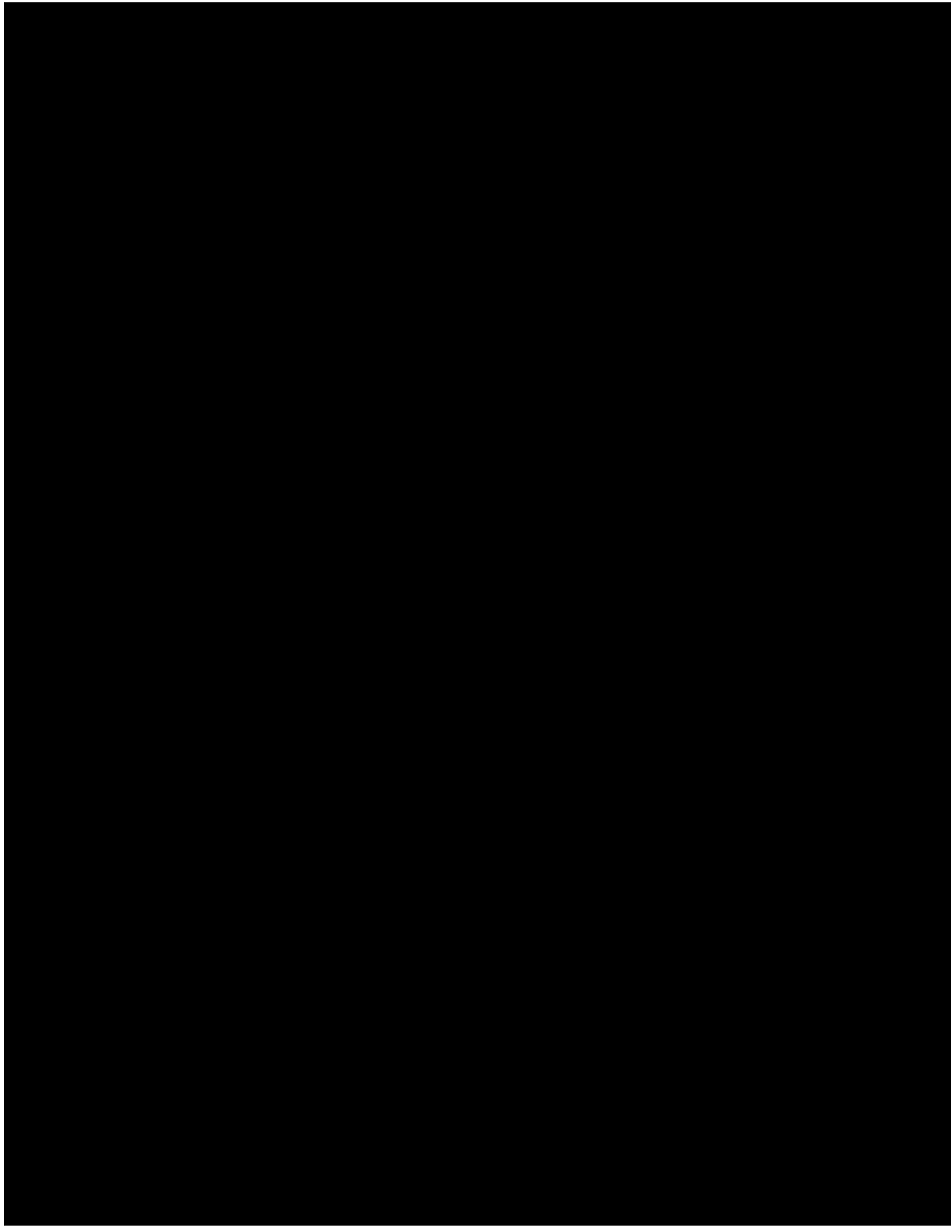


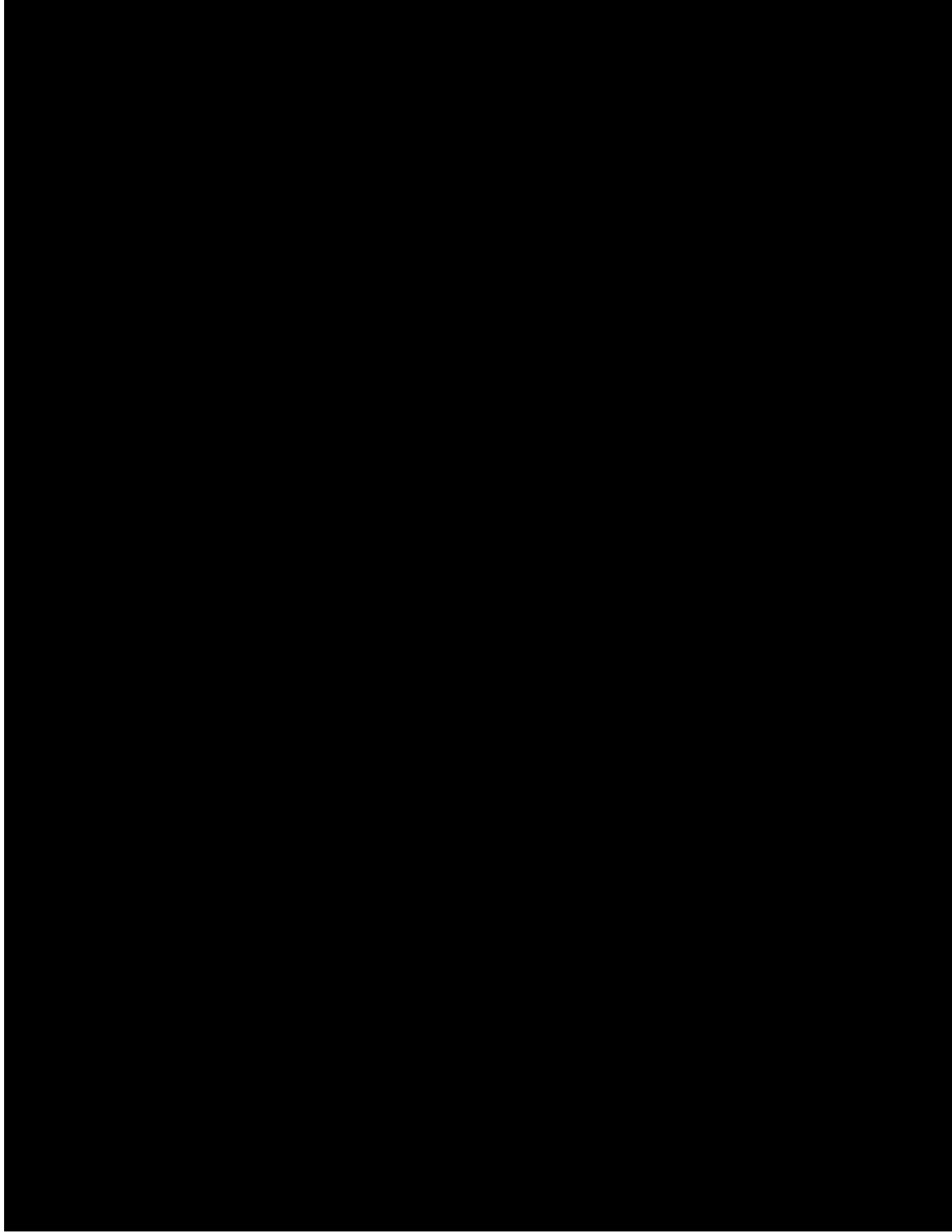




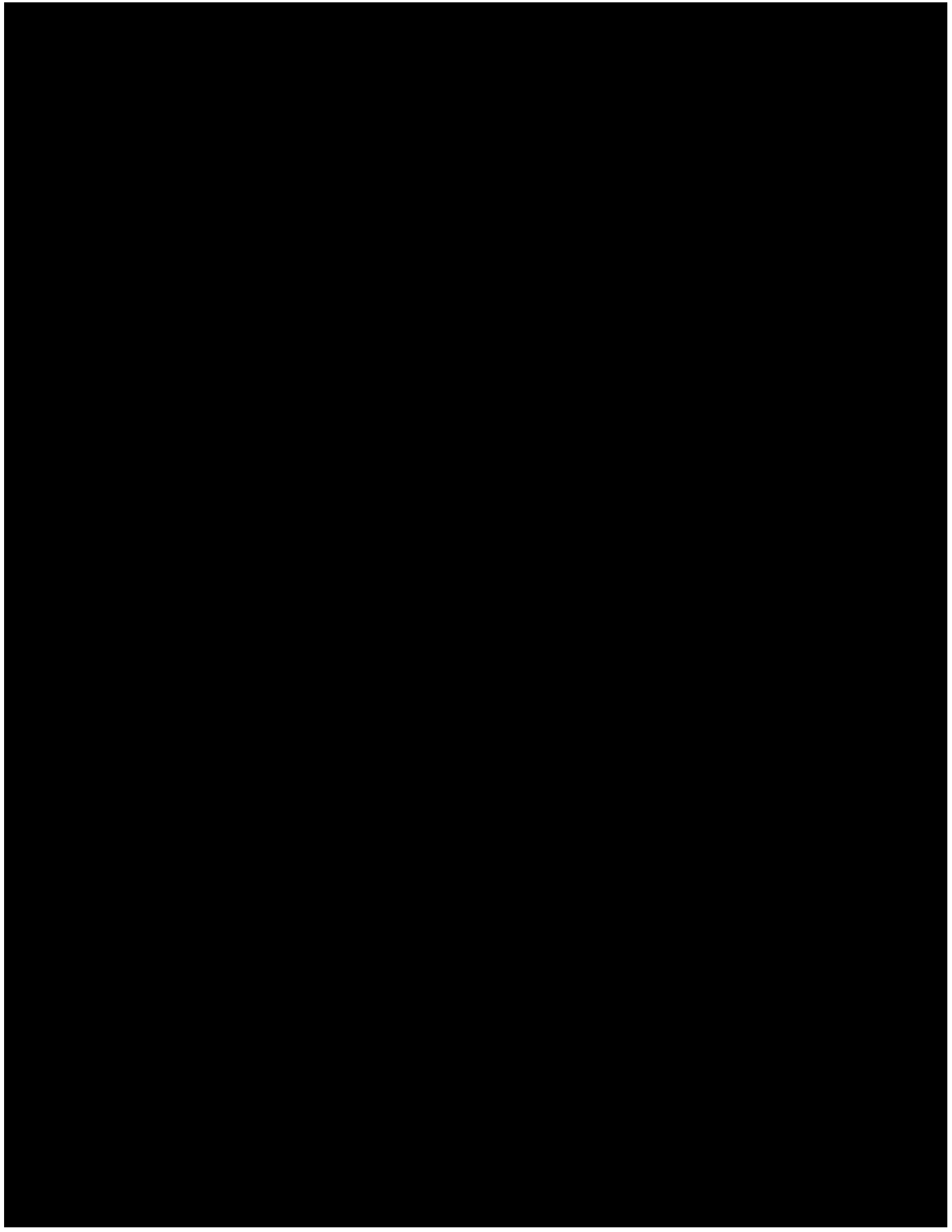


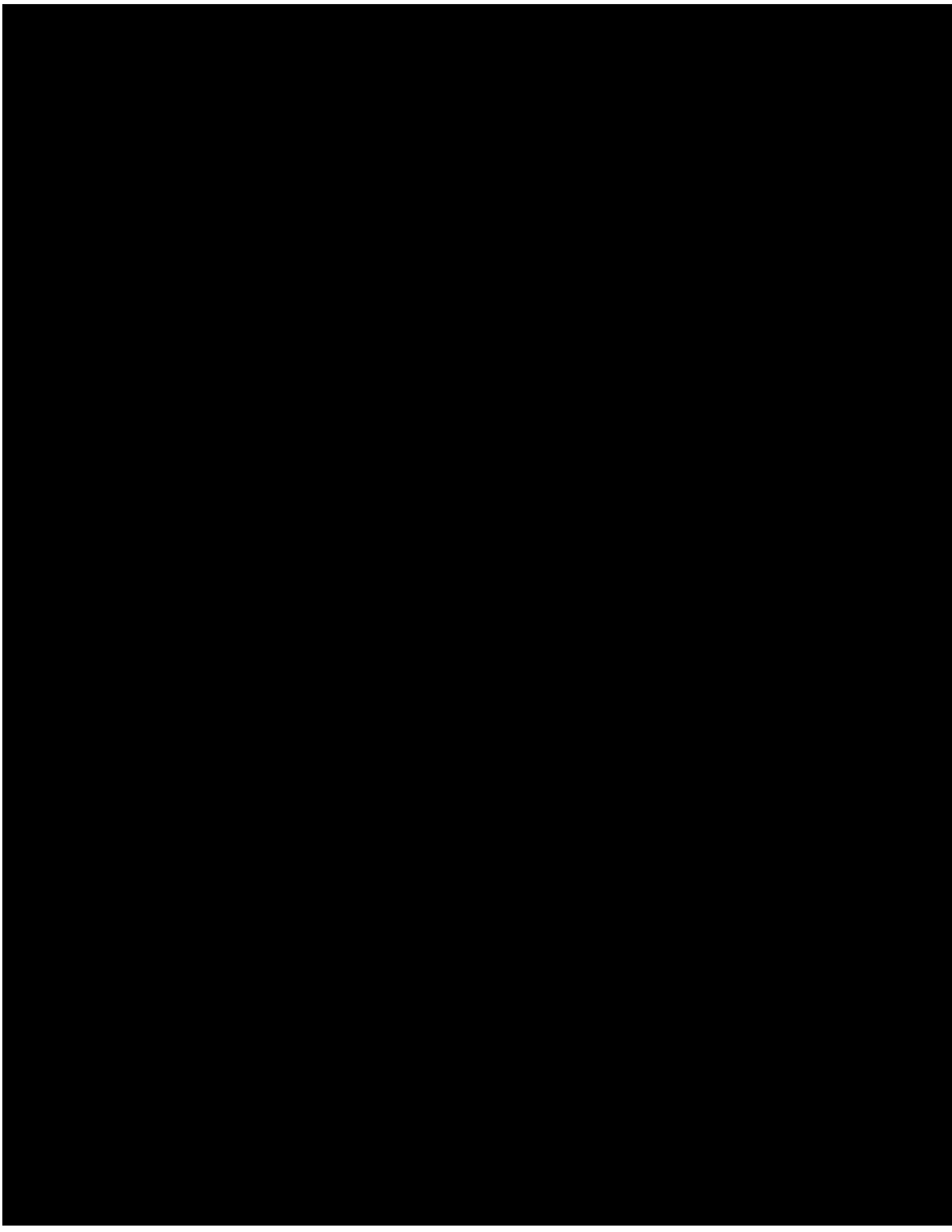


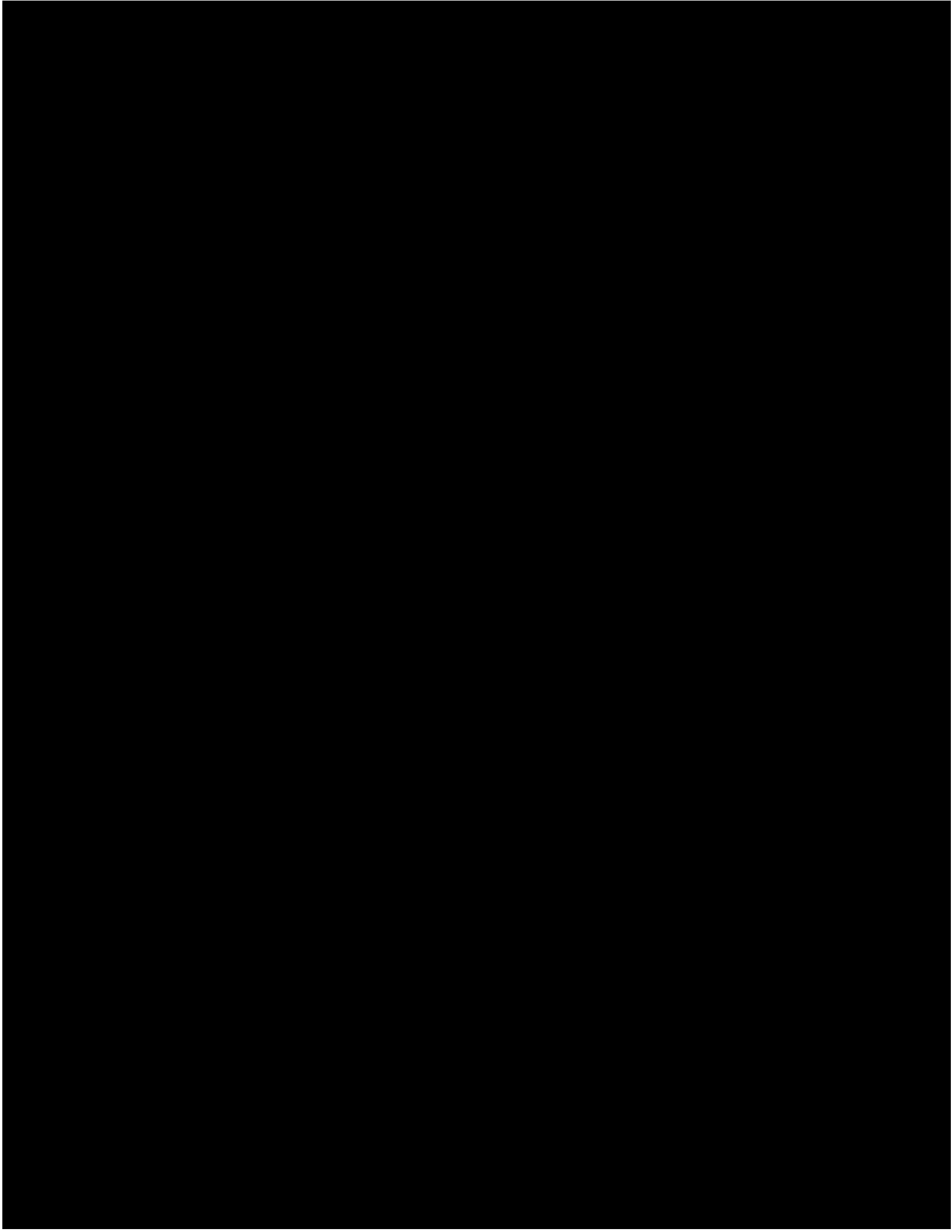


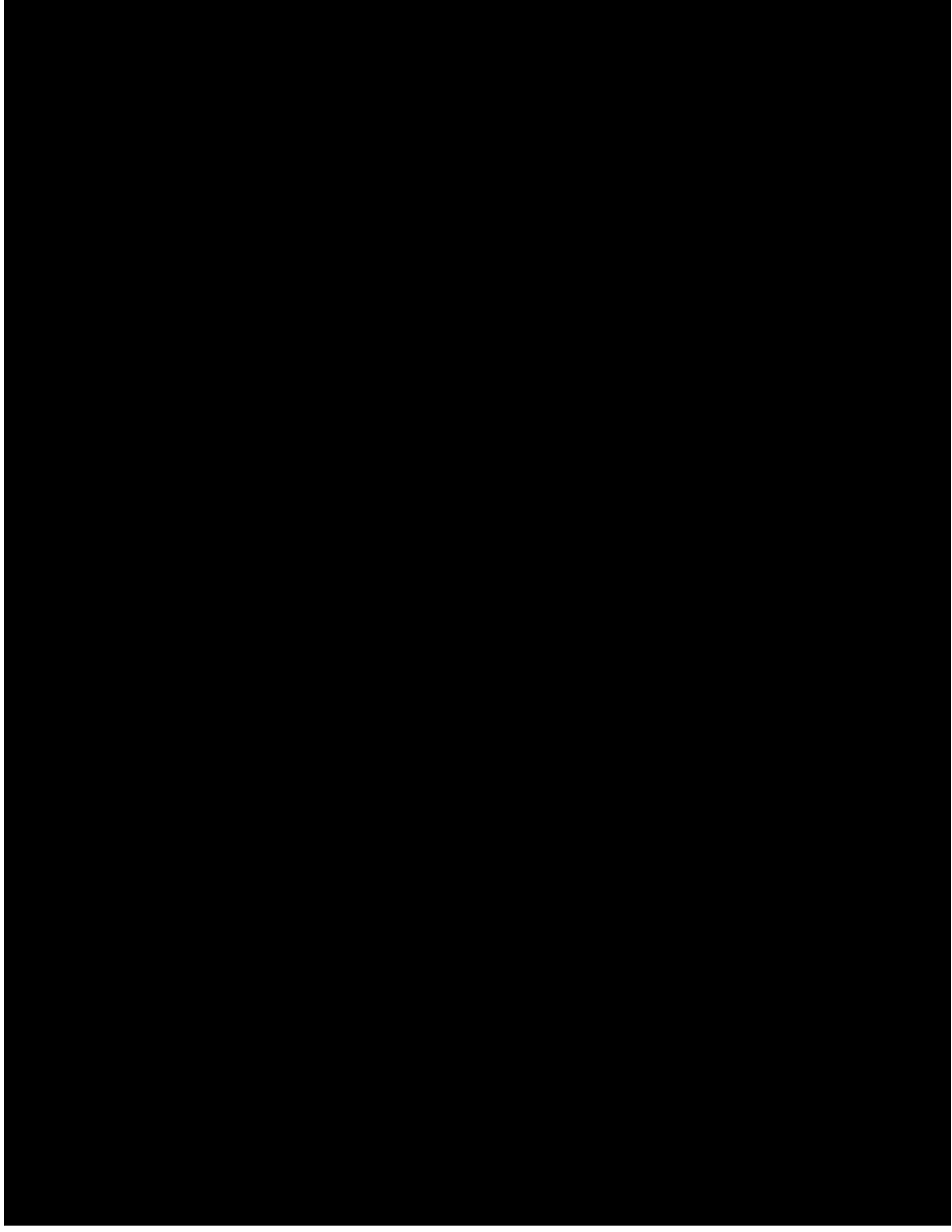


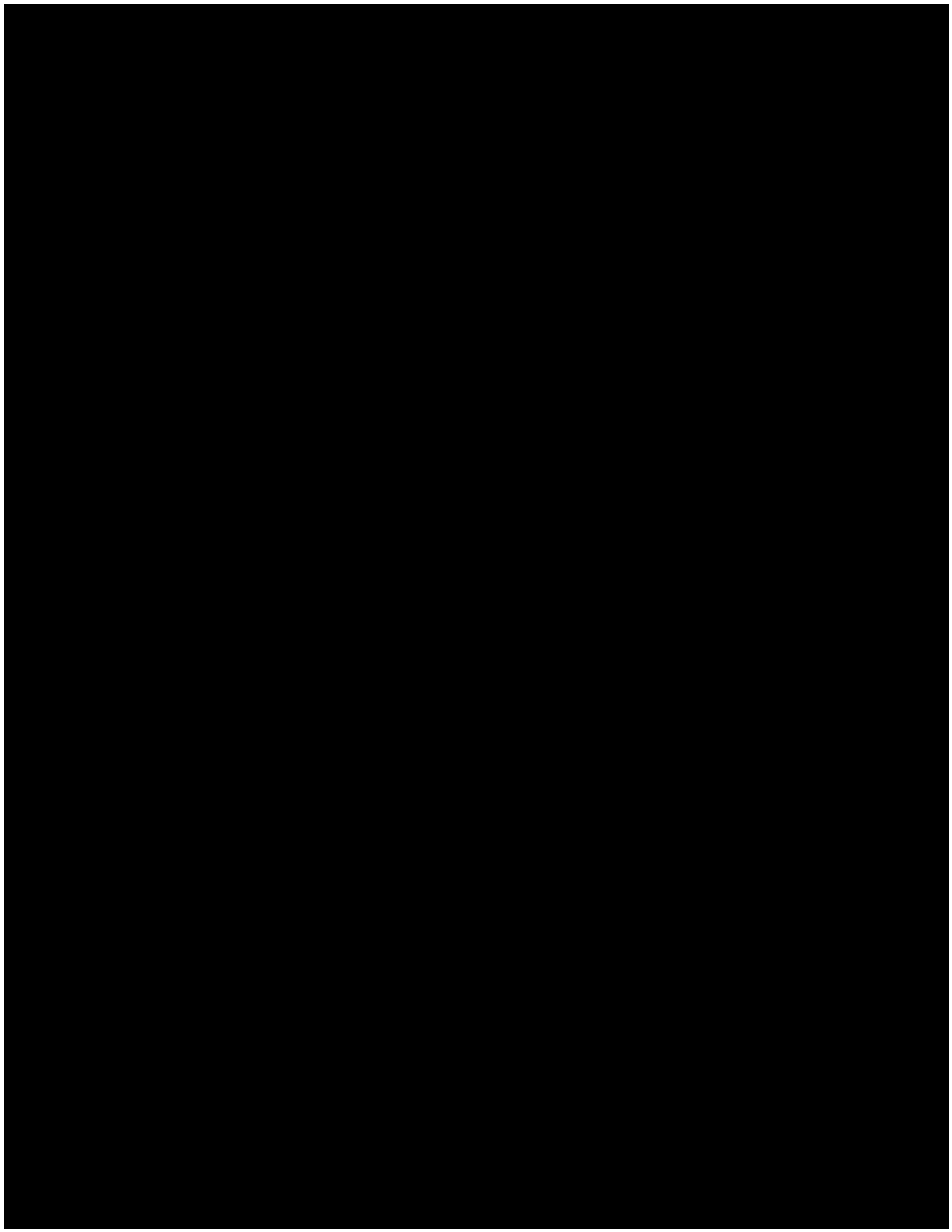


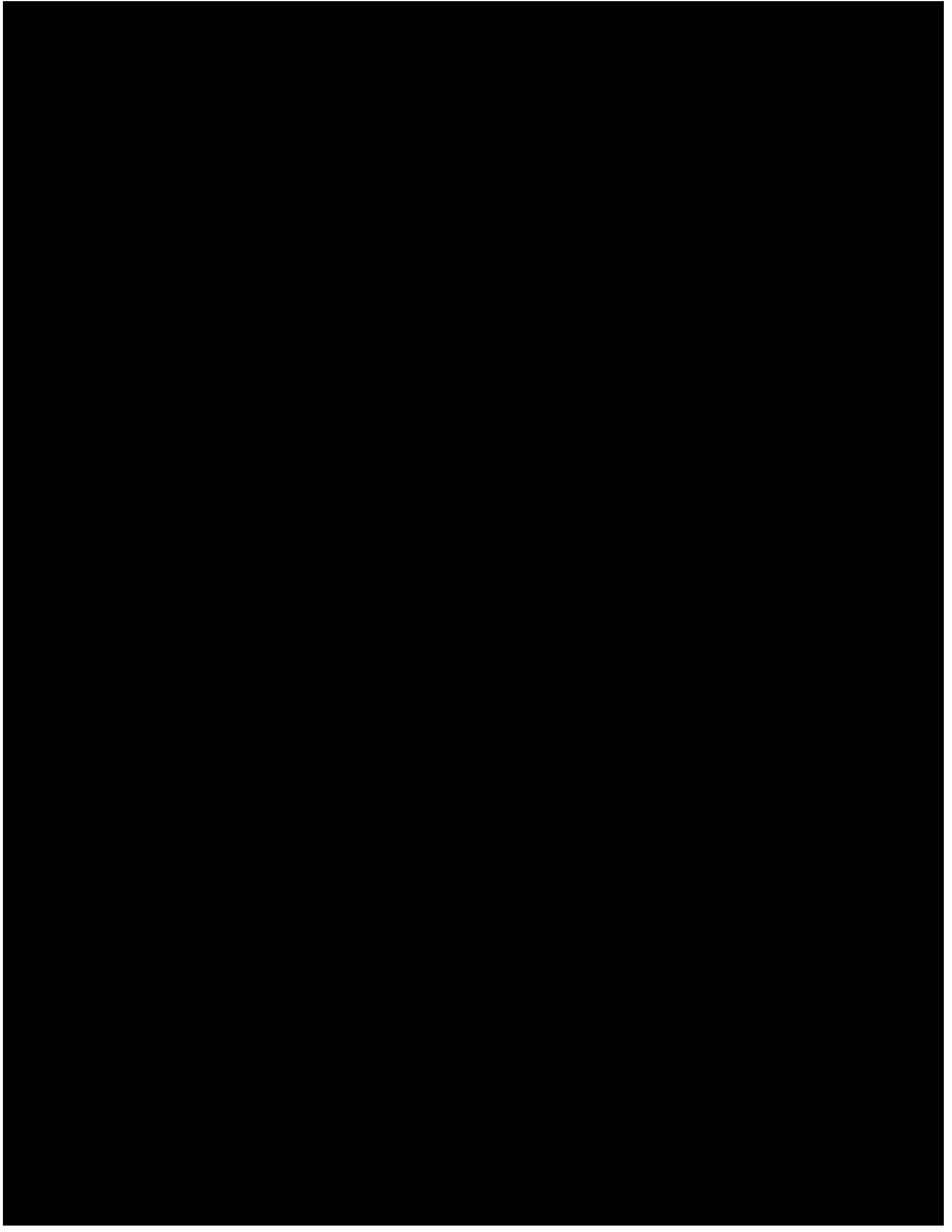


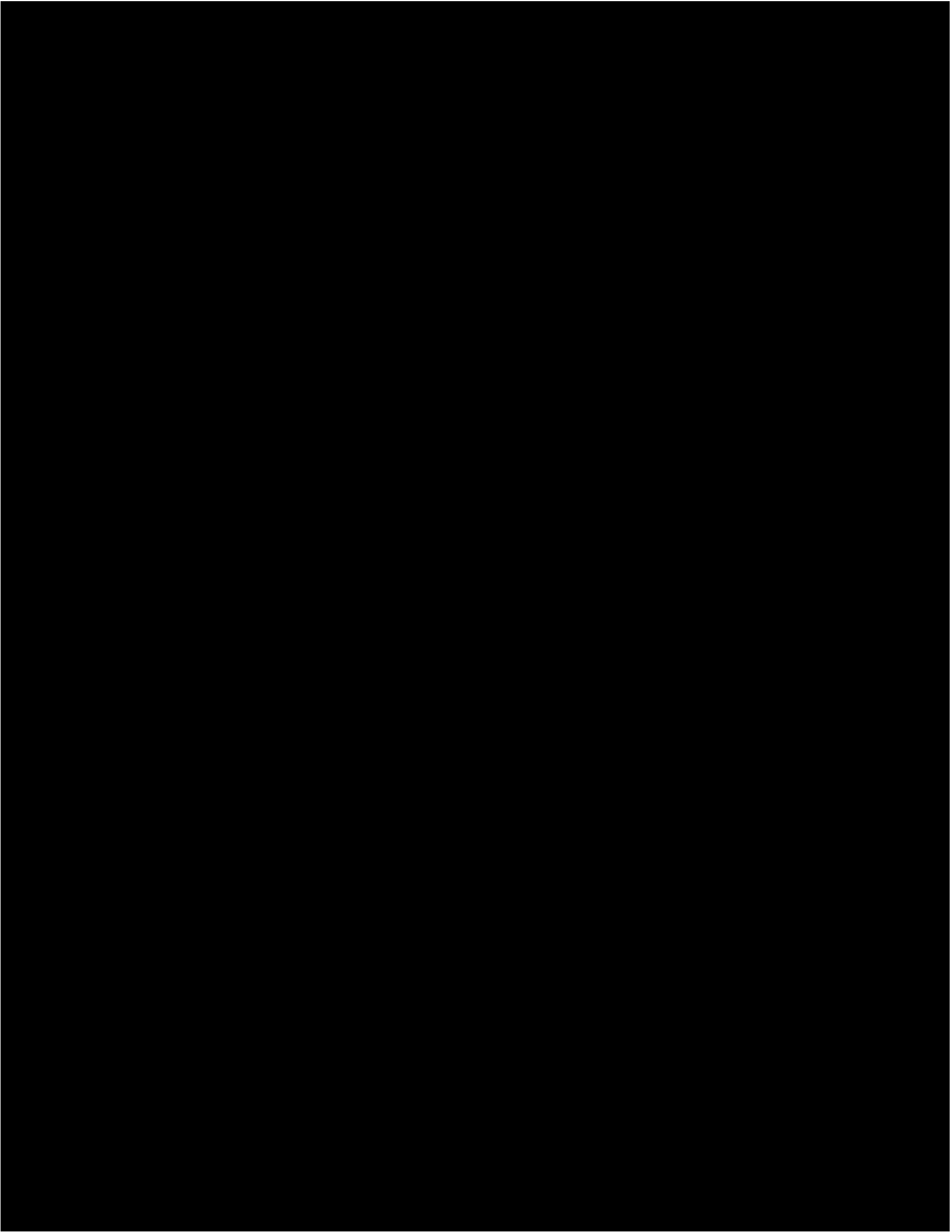


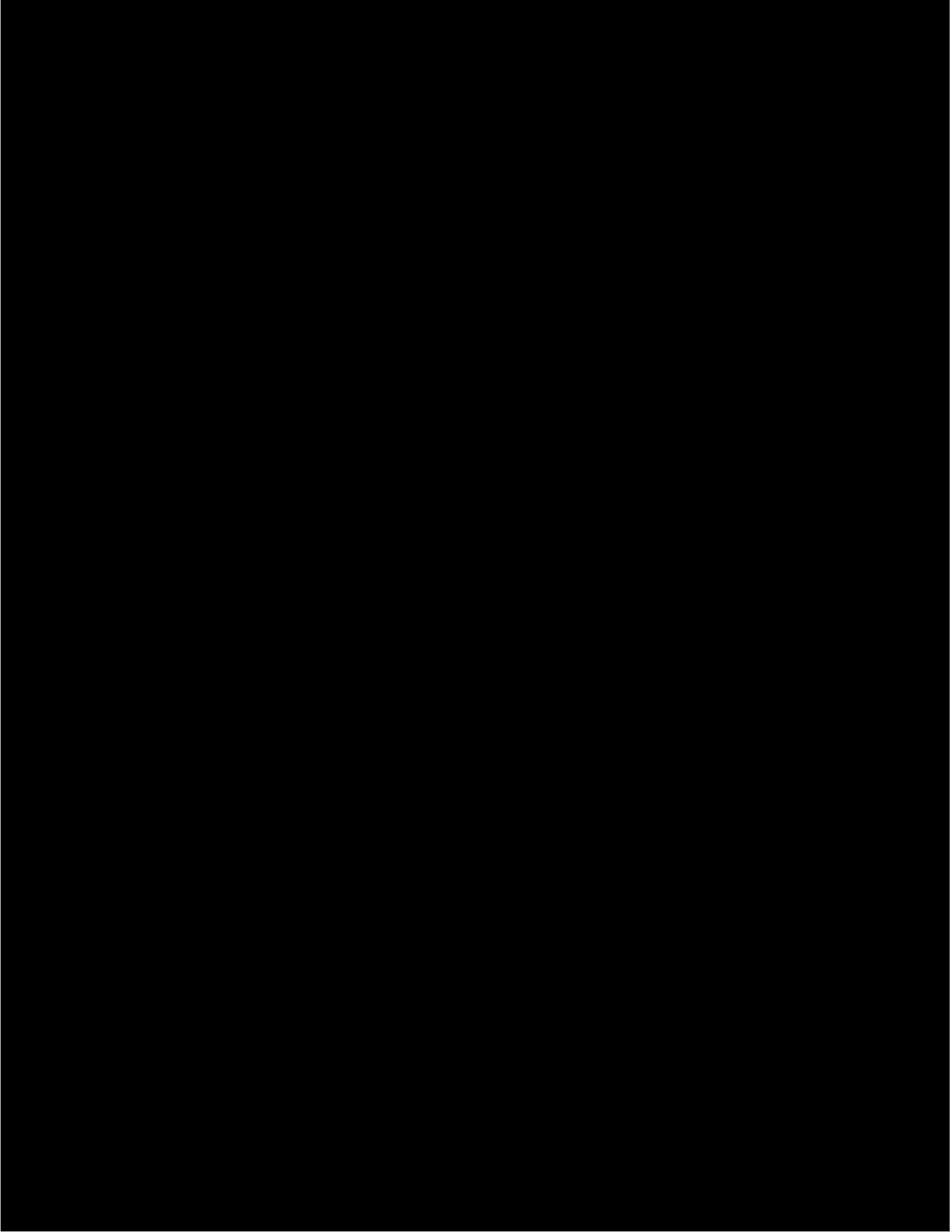




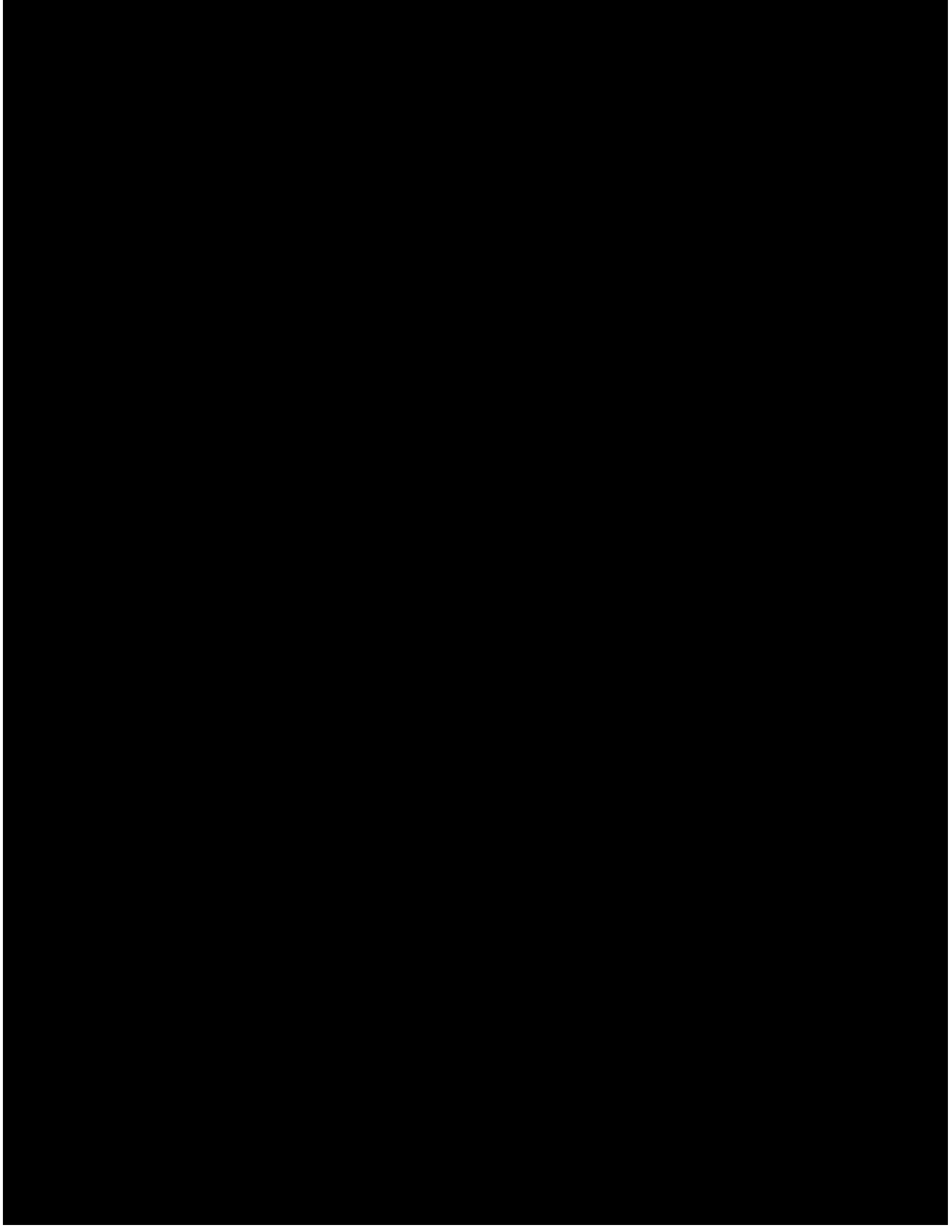


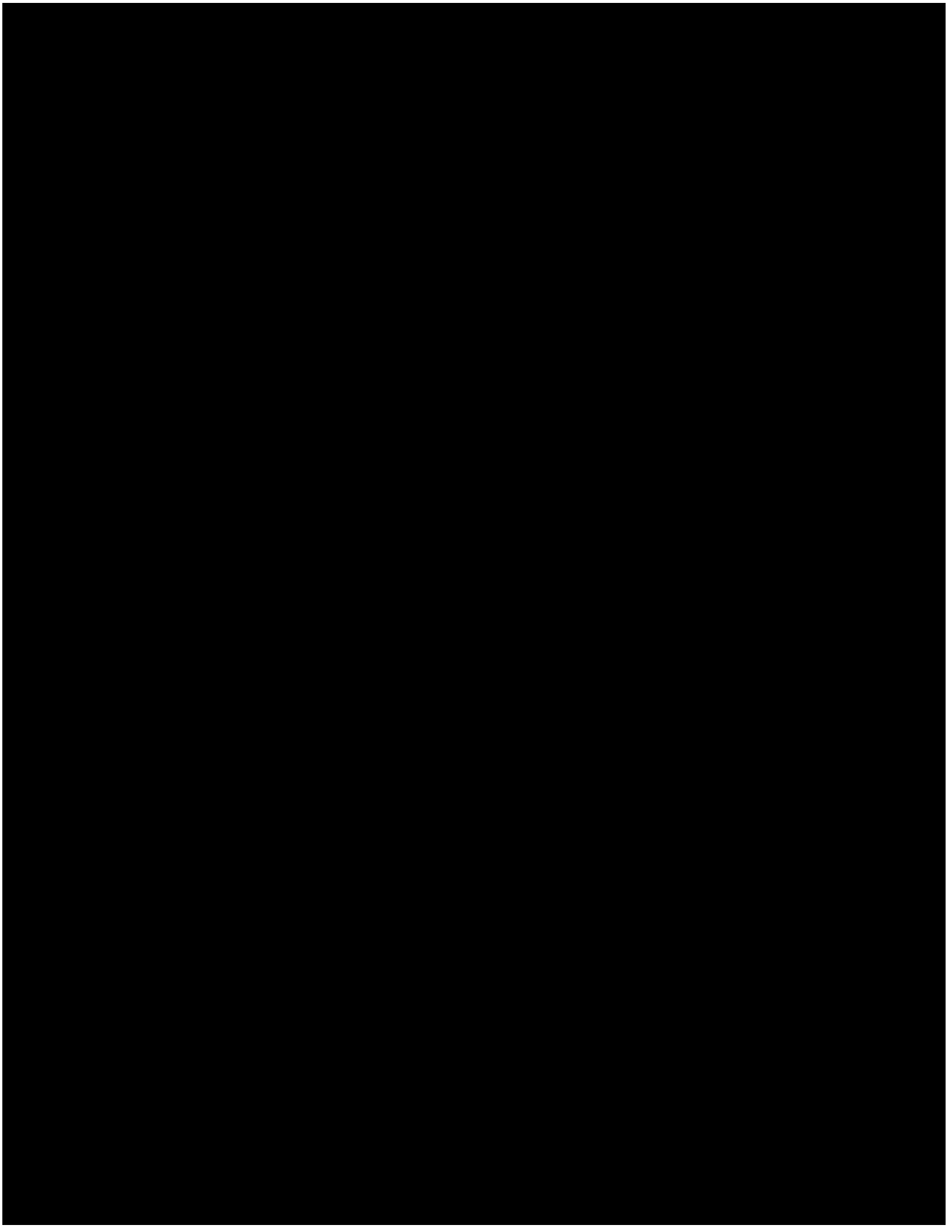


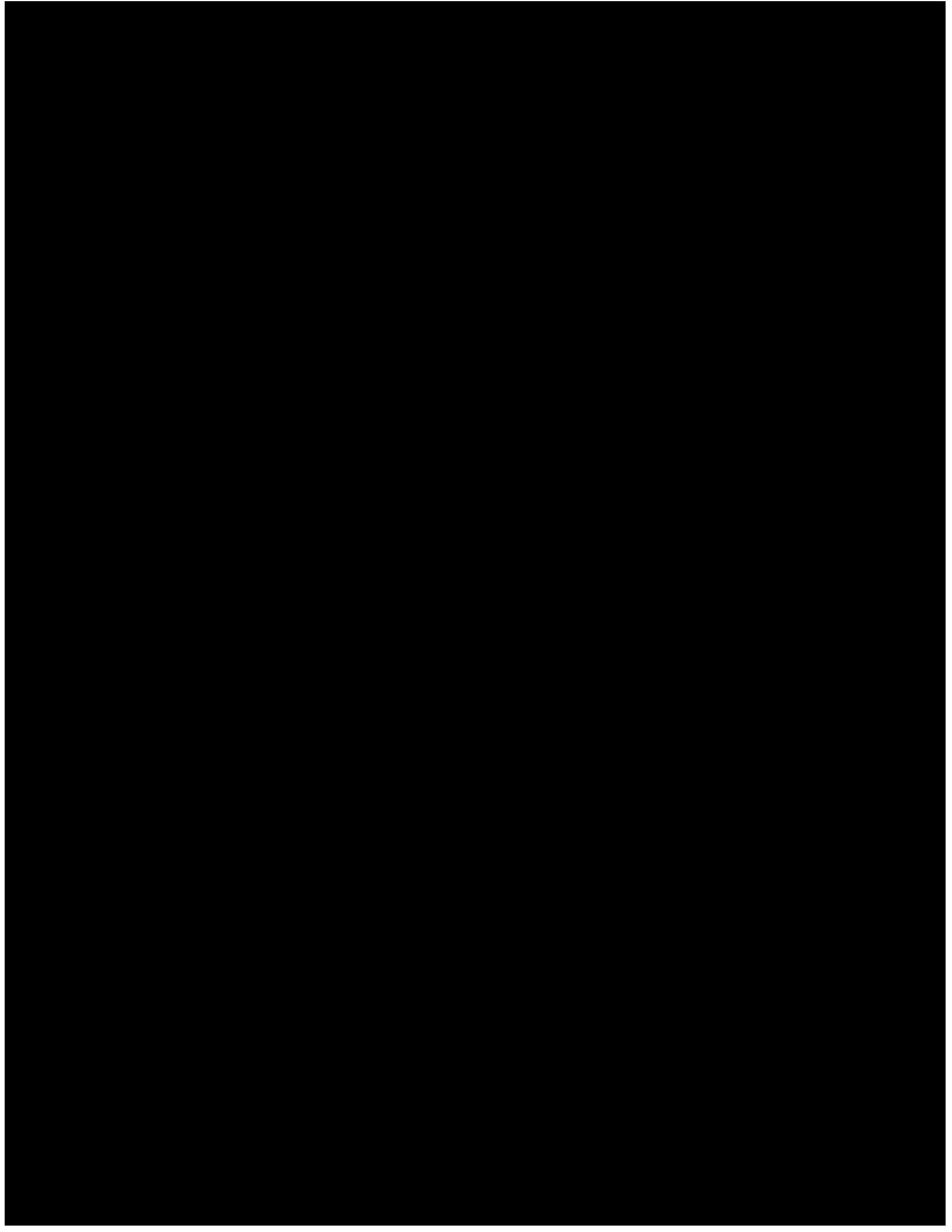


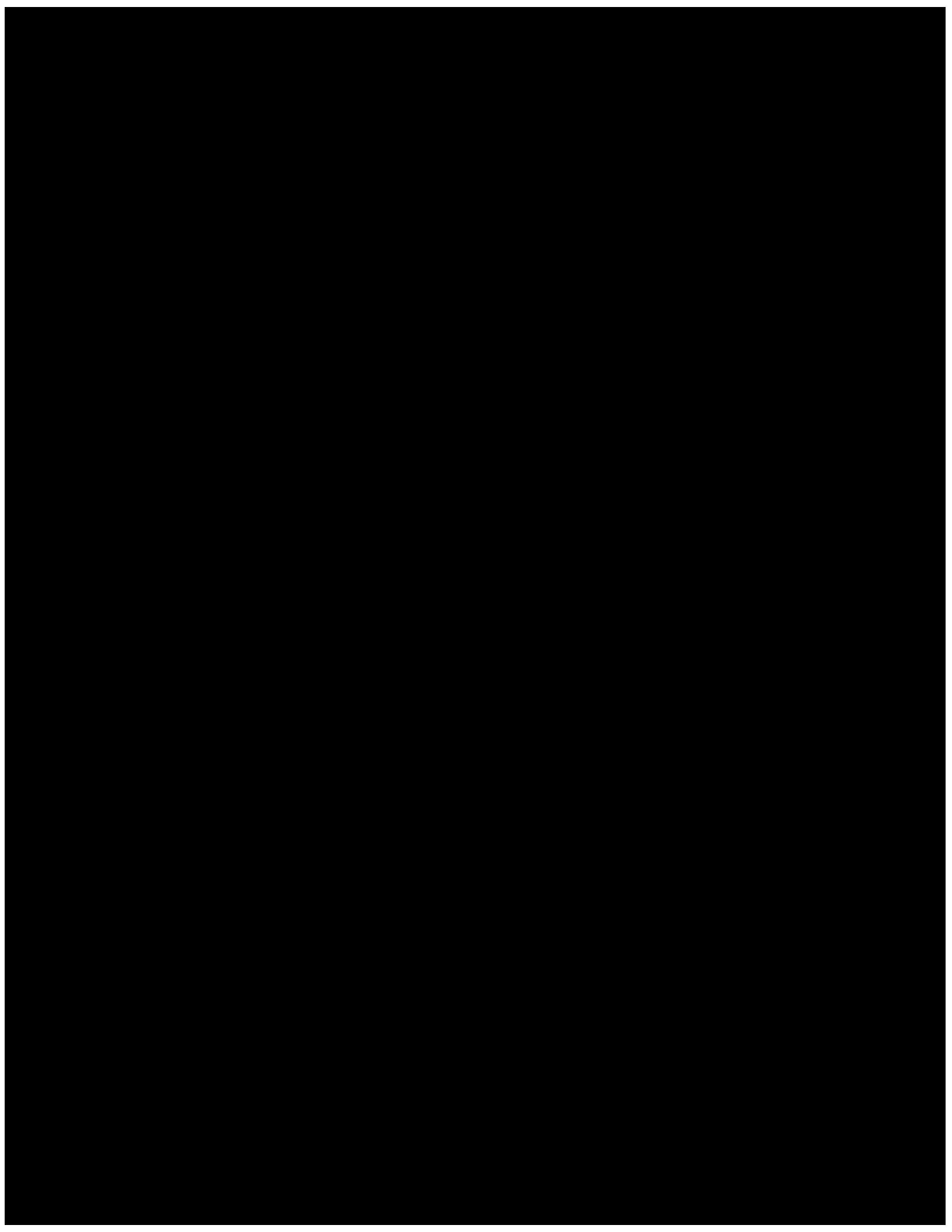


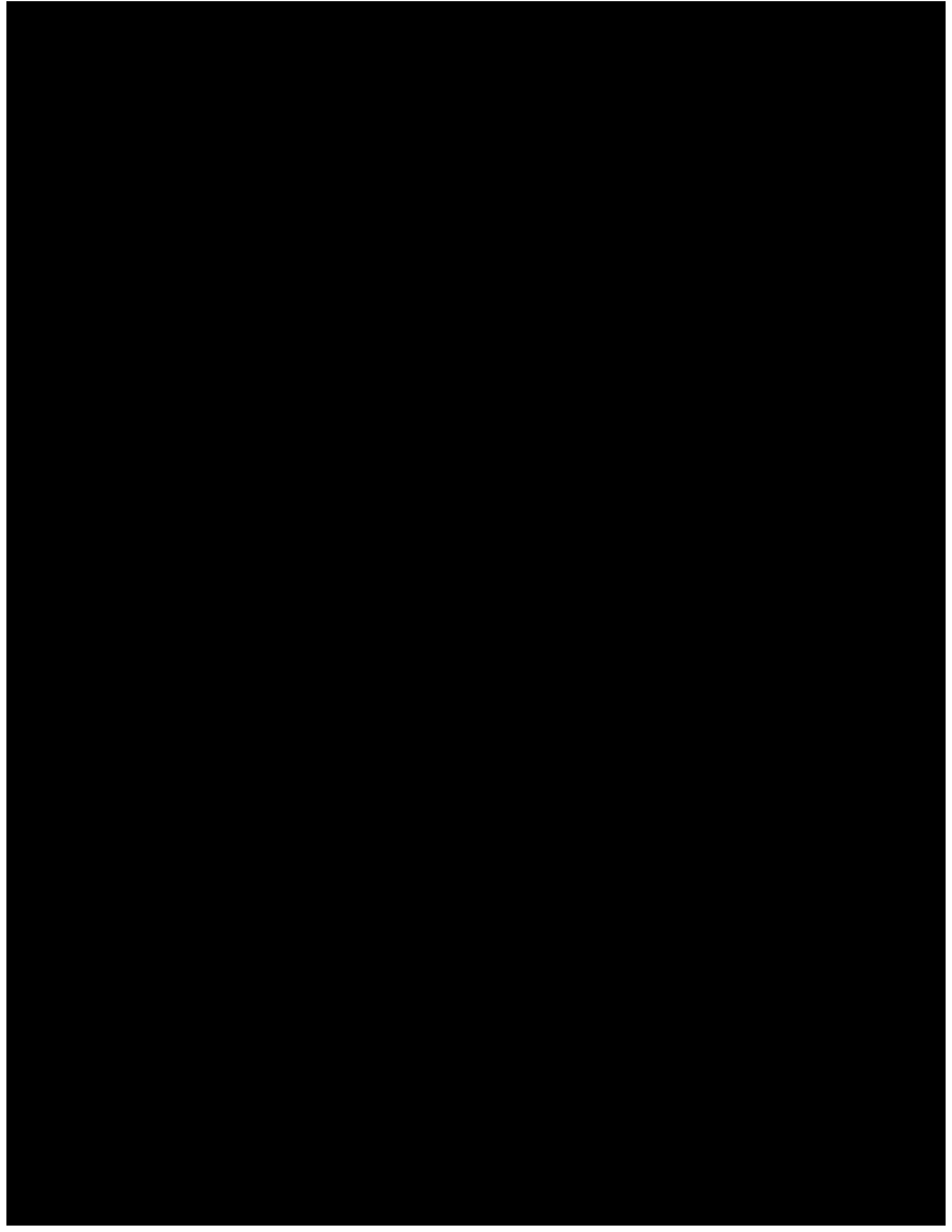










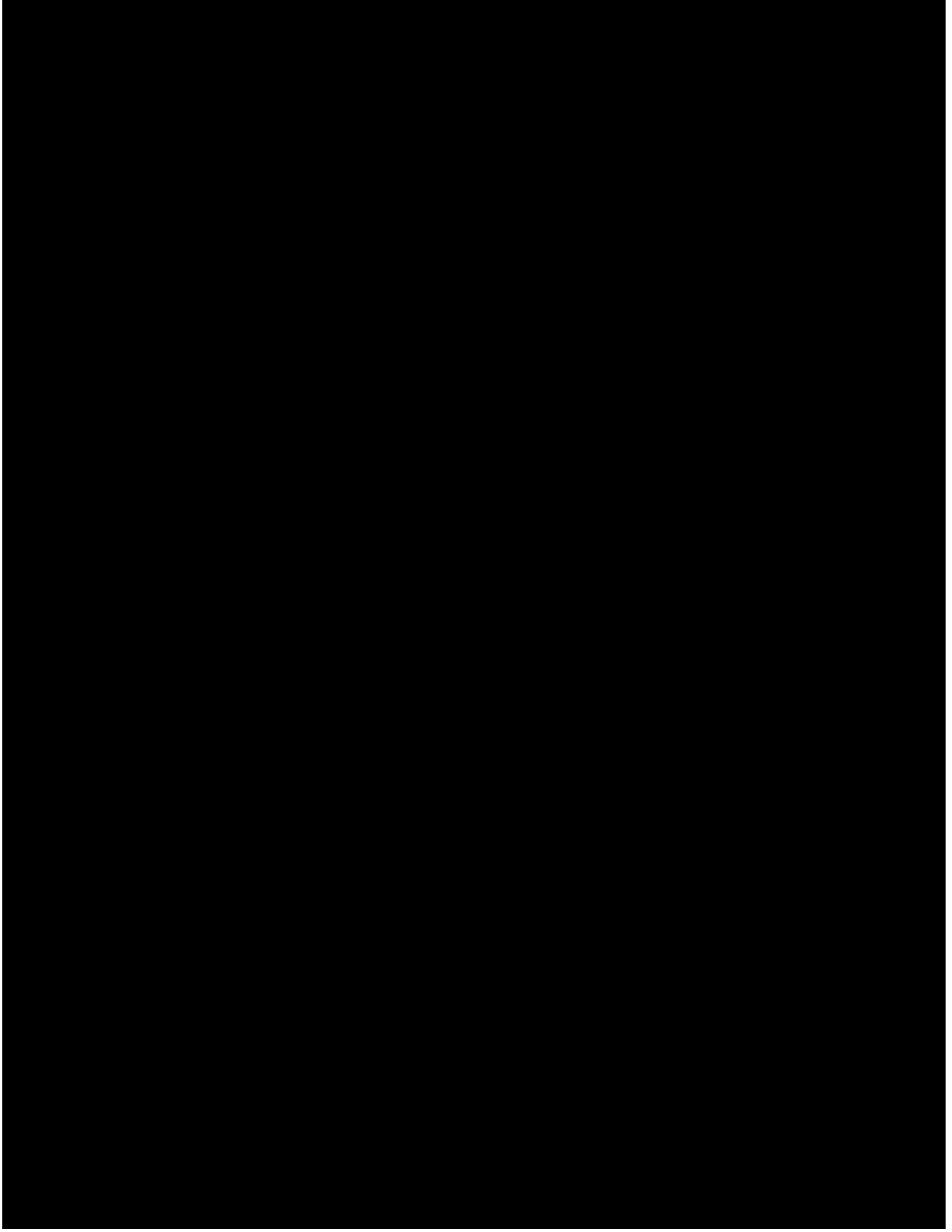


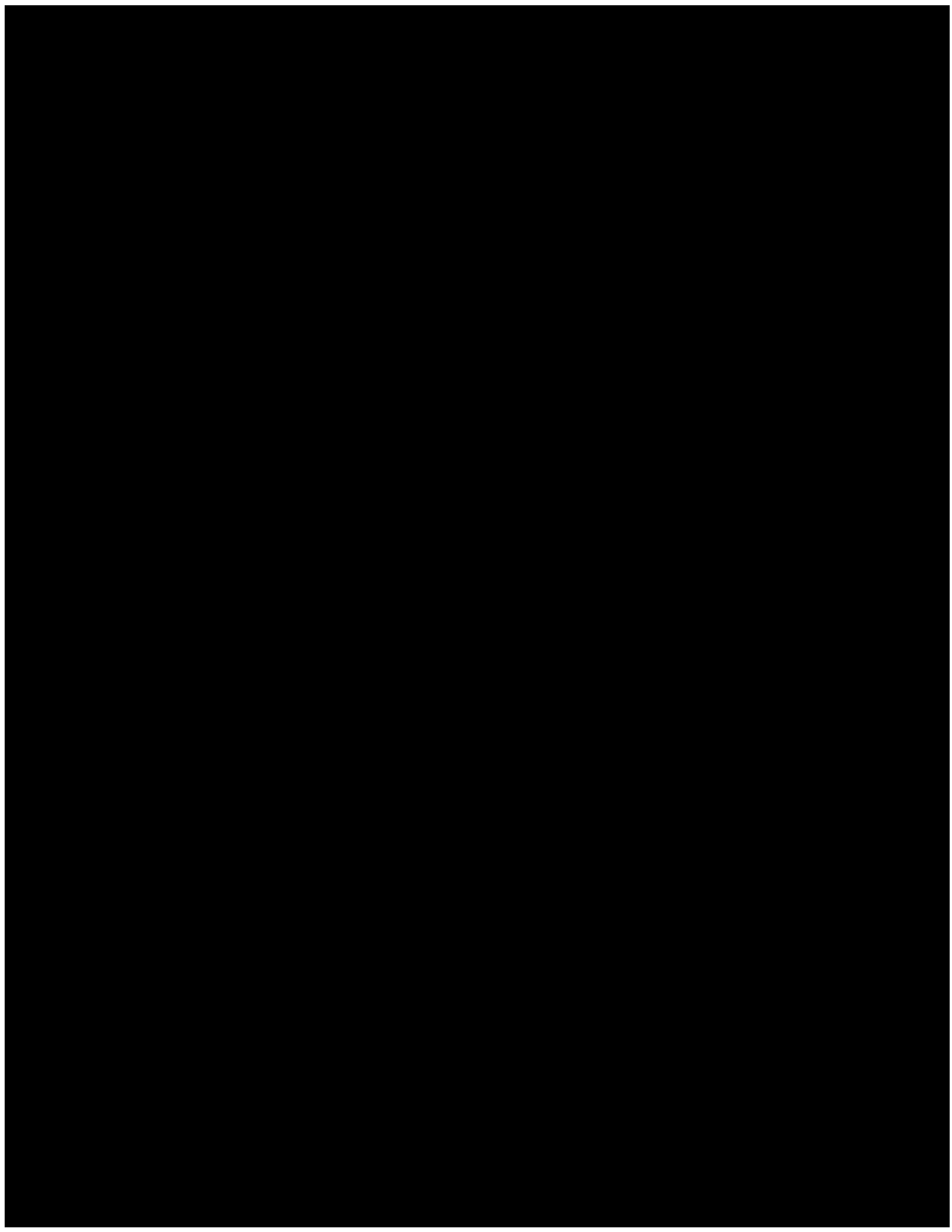
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses, income, and any other financial activities. The document provides a detailed explanation of how to categorize these transactions and how to use a double-entry accounting system to ensure that the books are balanced.

The second part of the document focuses on the process of reconciling the accounts. It explains how to compare the company's records with the bank statements and how to identify and resolve any discrepancies. This process is crucial for ensuring that the financial statements are accurate and reliable. The document provides a step-by-step guide to performing a reconciliation, including how to use a reconciliation statement and how to adjust the accounts as needed.

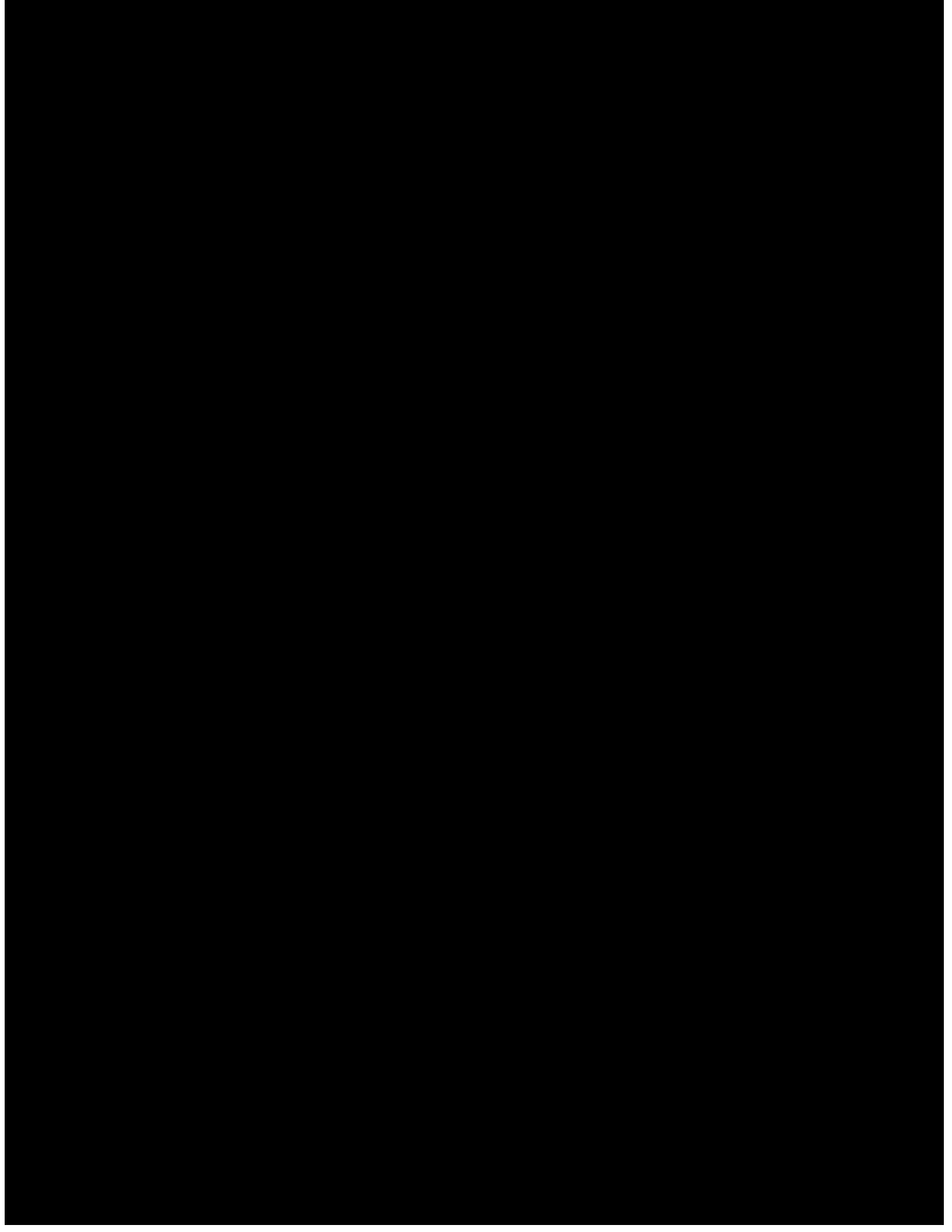
The third part of the document discusses the preparation of financial statements. It explains how to calculate the net income, the cost of goods sold, and the gross profit. It also provides a detailed explanation of how to prepare the balance sheet, the income statement, and the statement of cash flows. The document includes a sample of each of these statements and explains how to interpret the results.

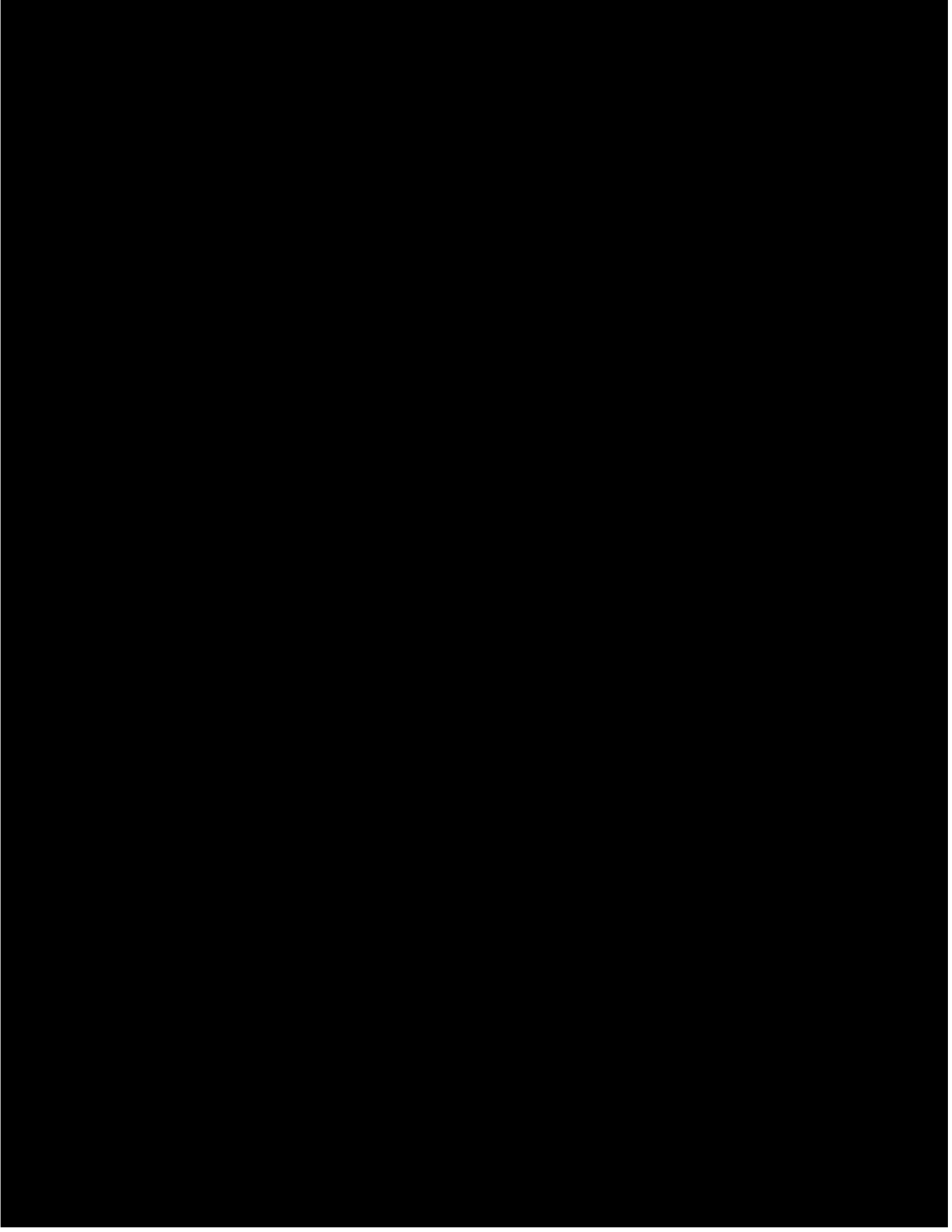
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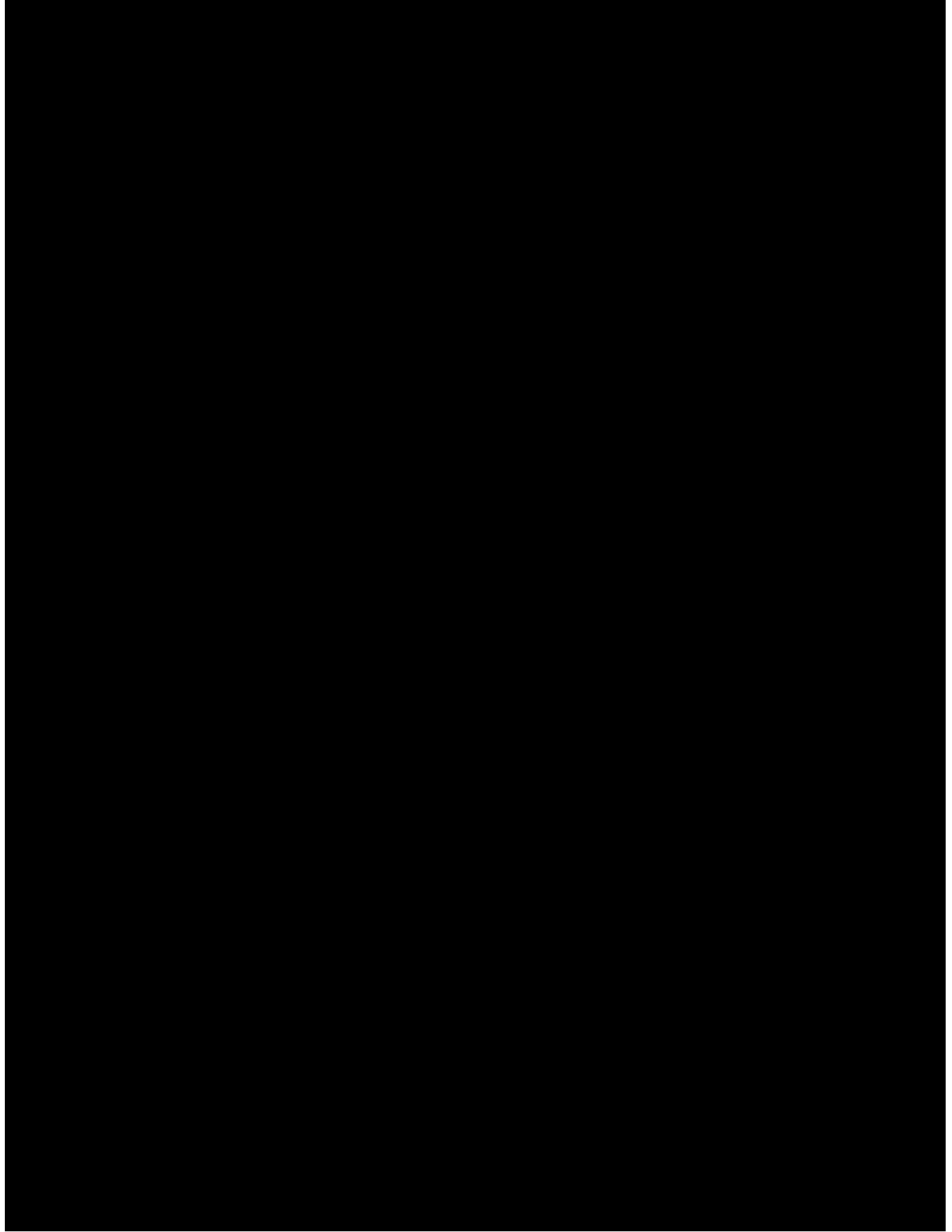


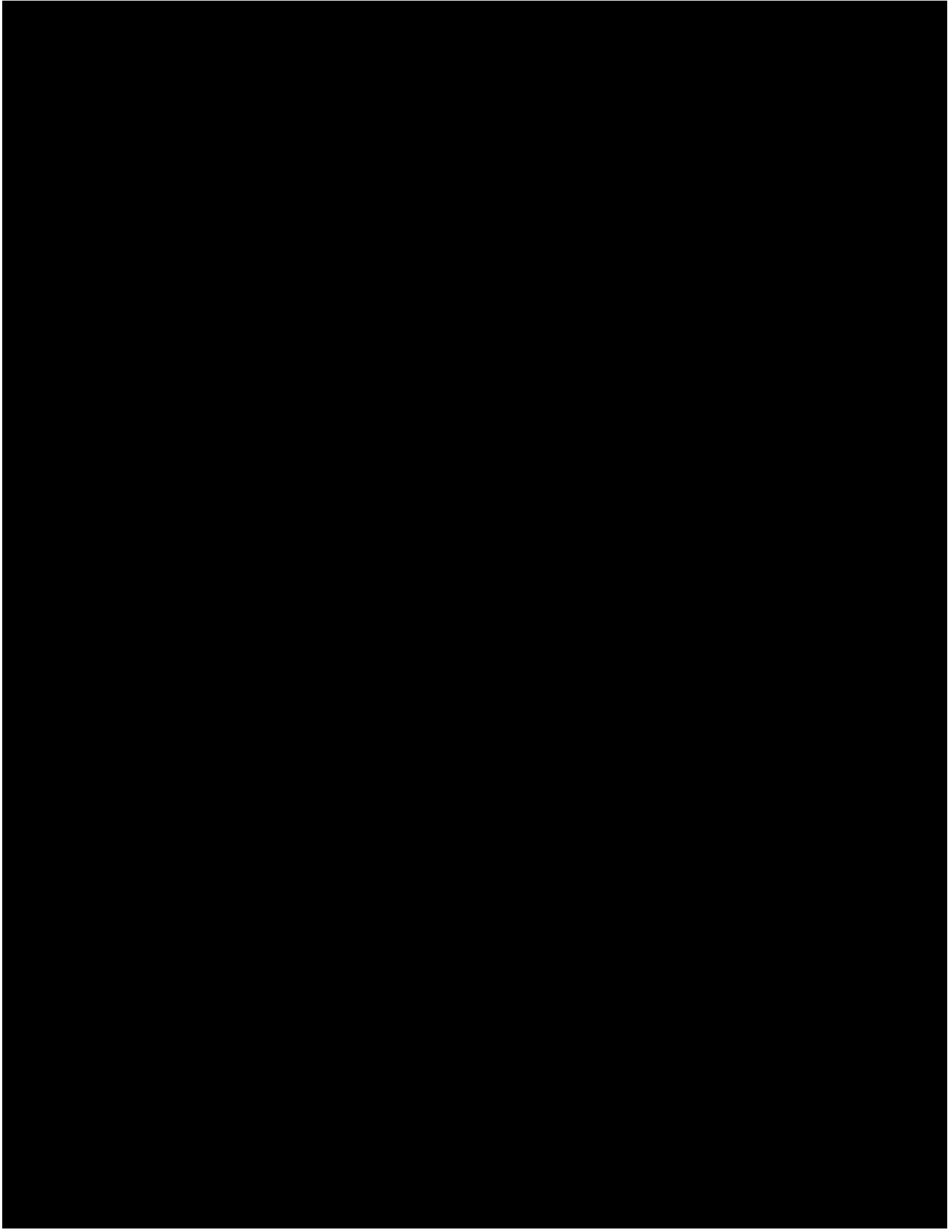


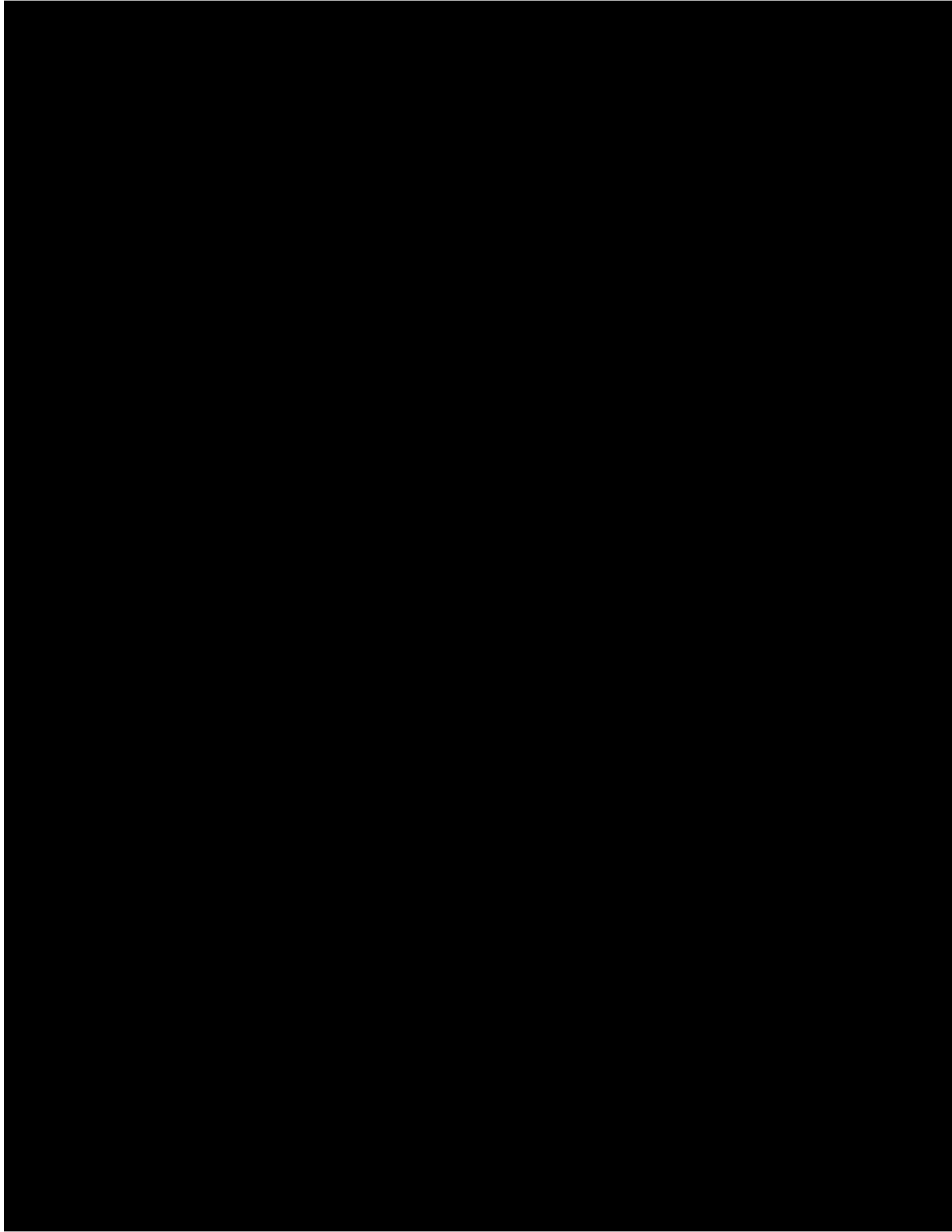


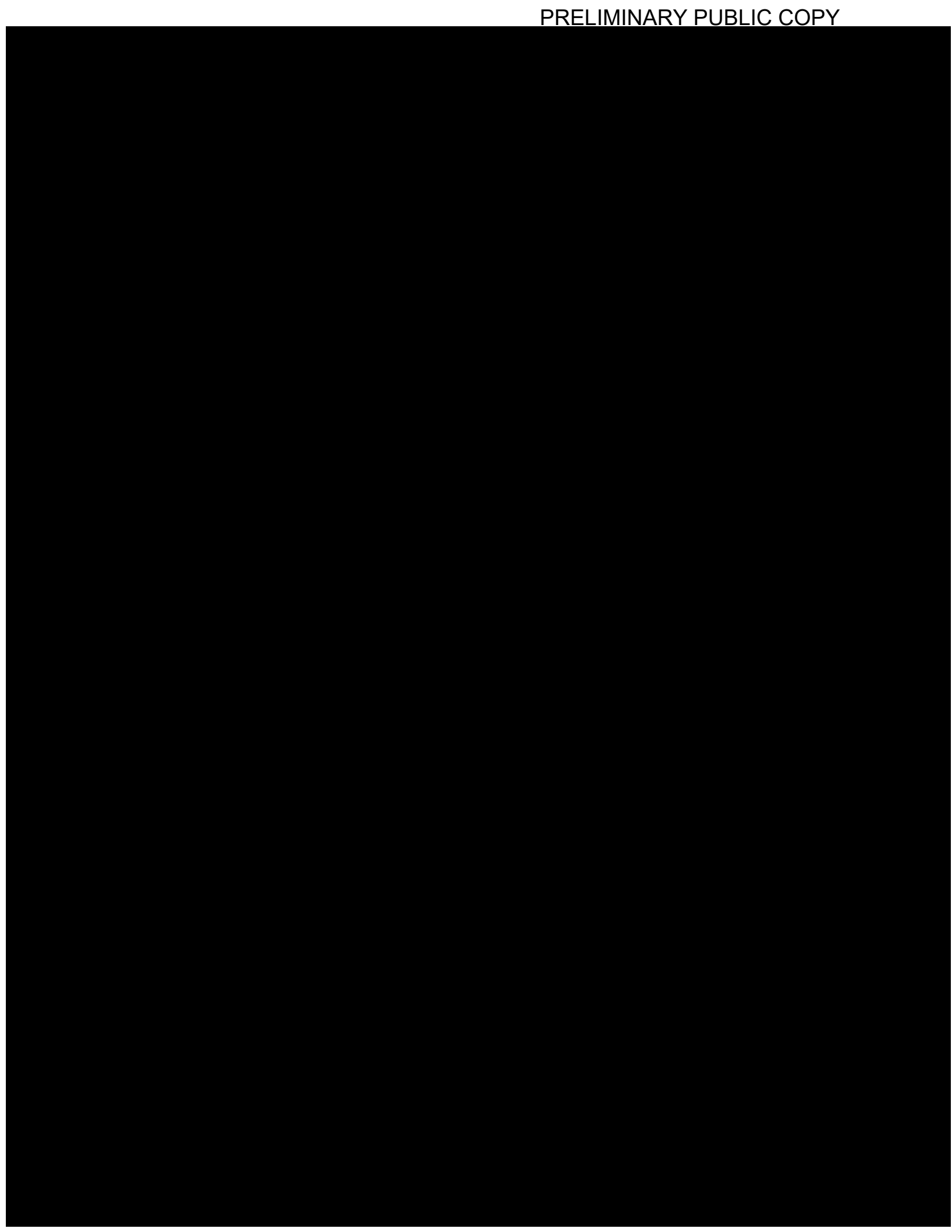


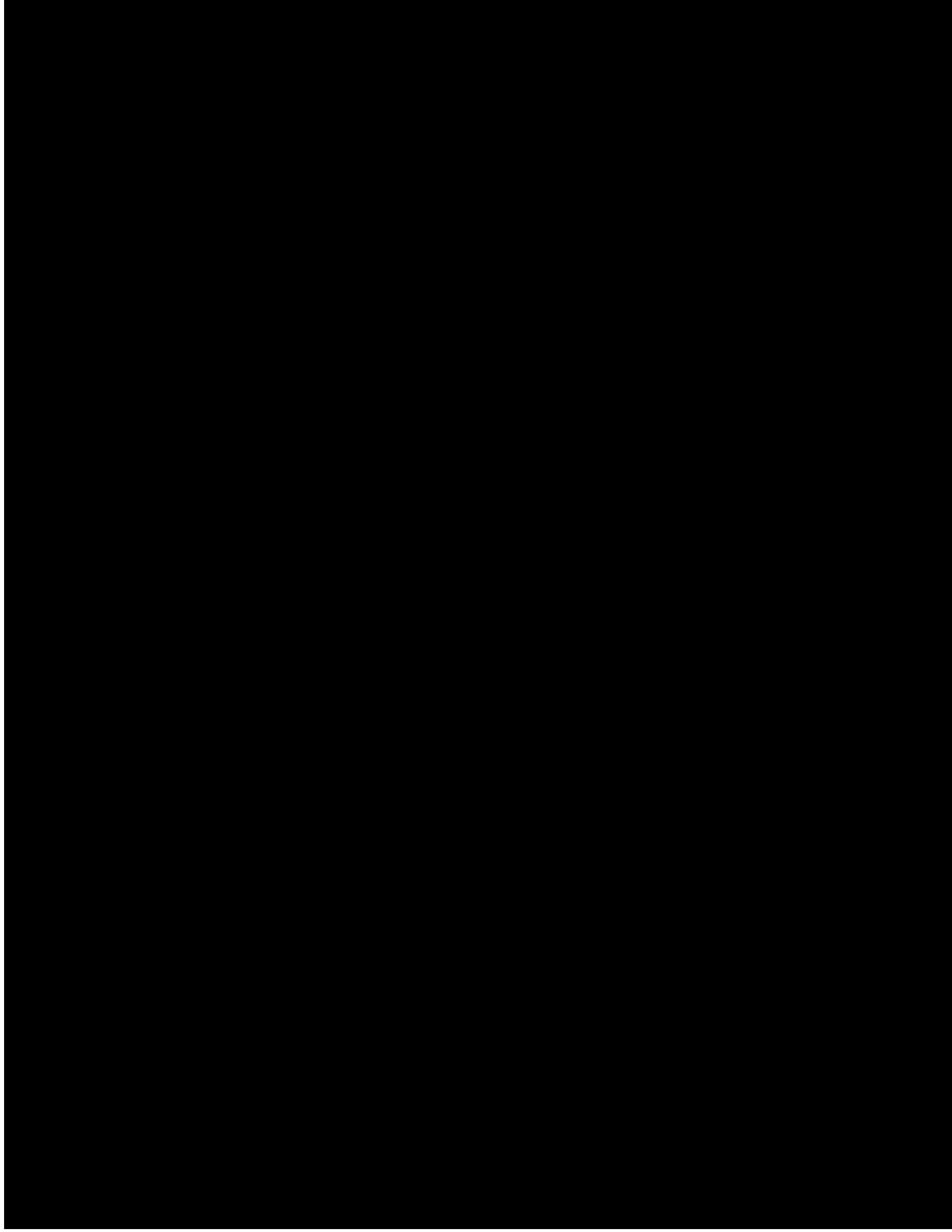


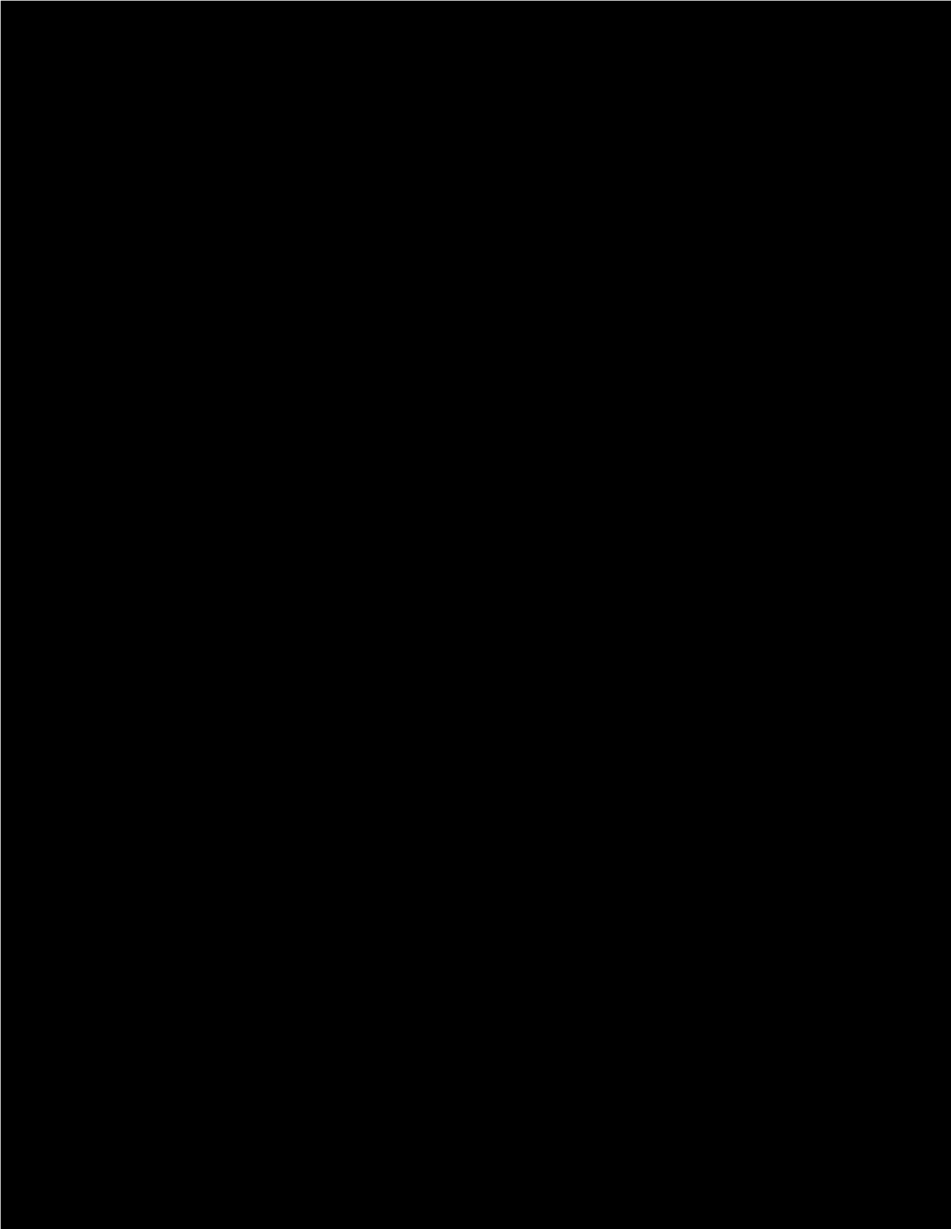




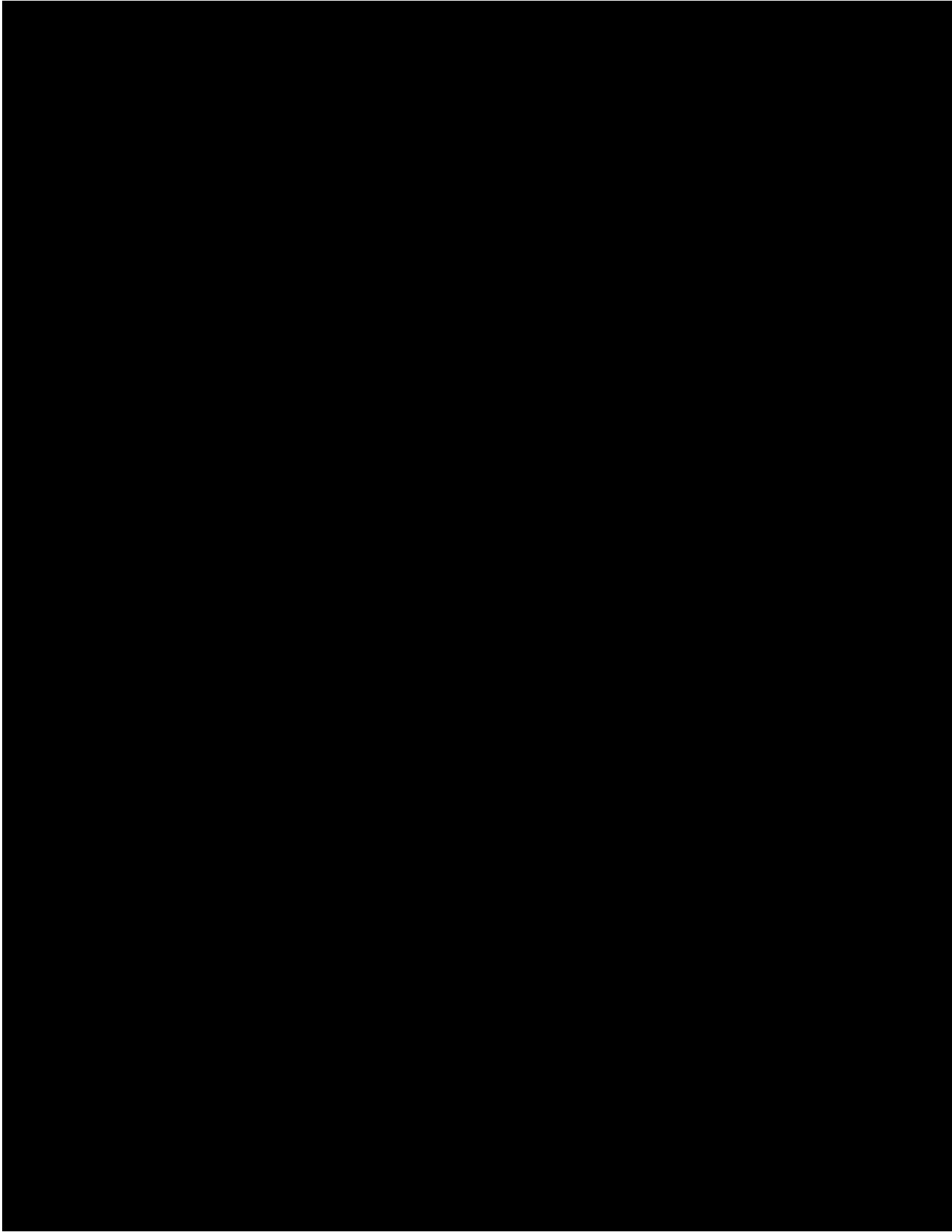


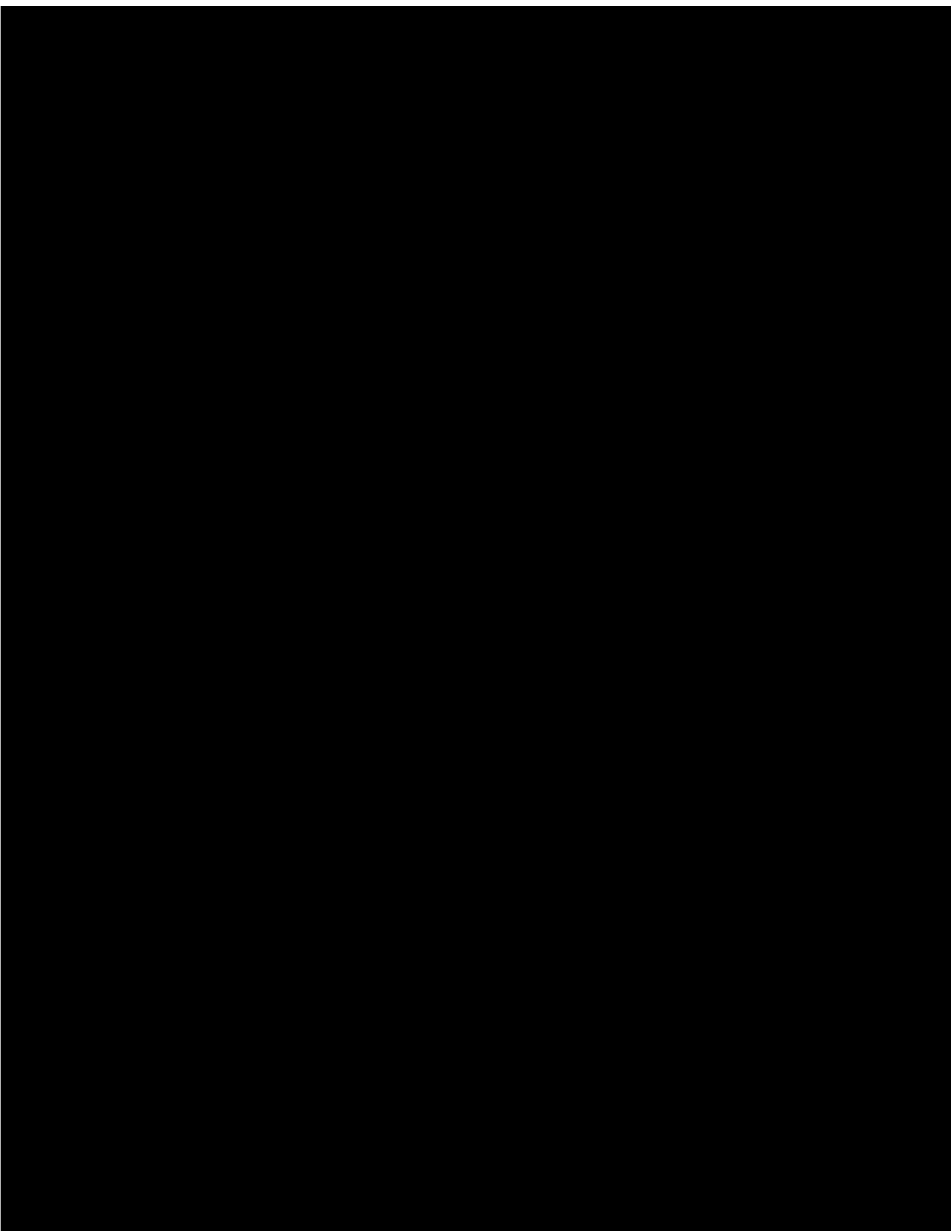


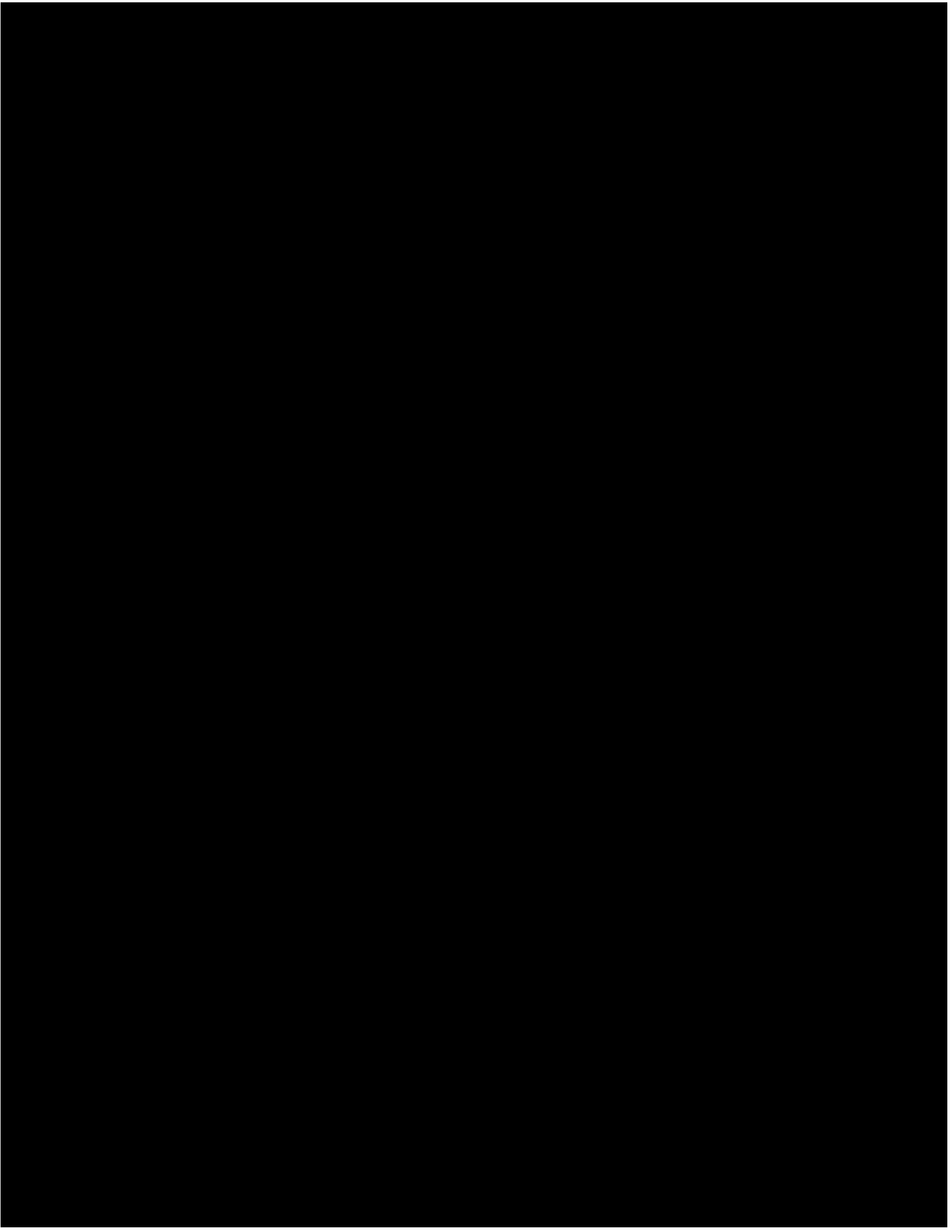


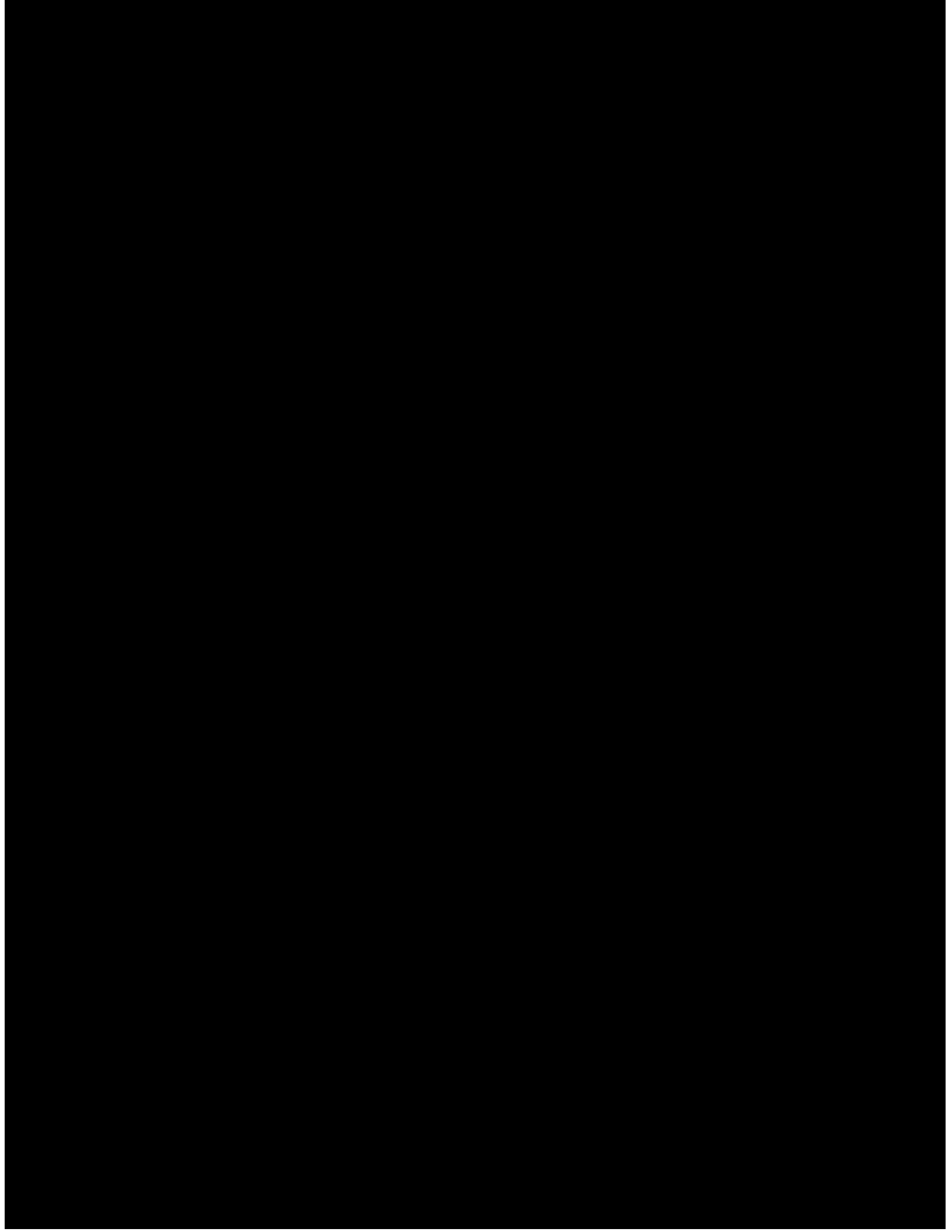


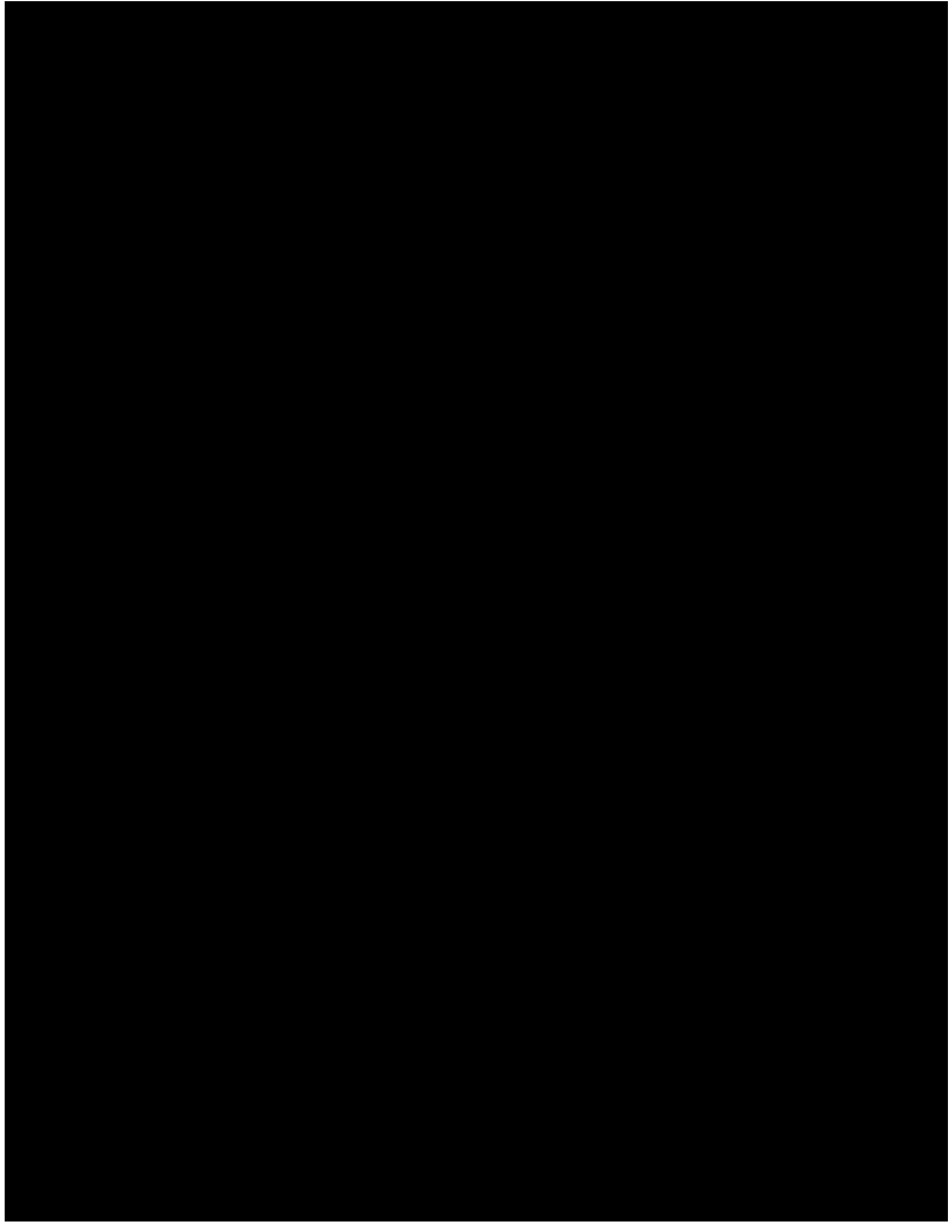


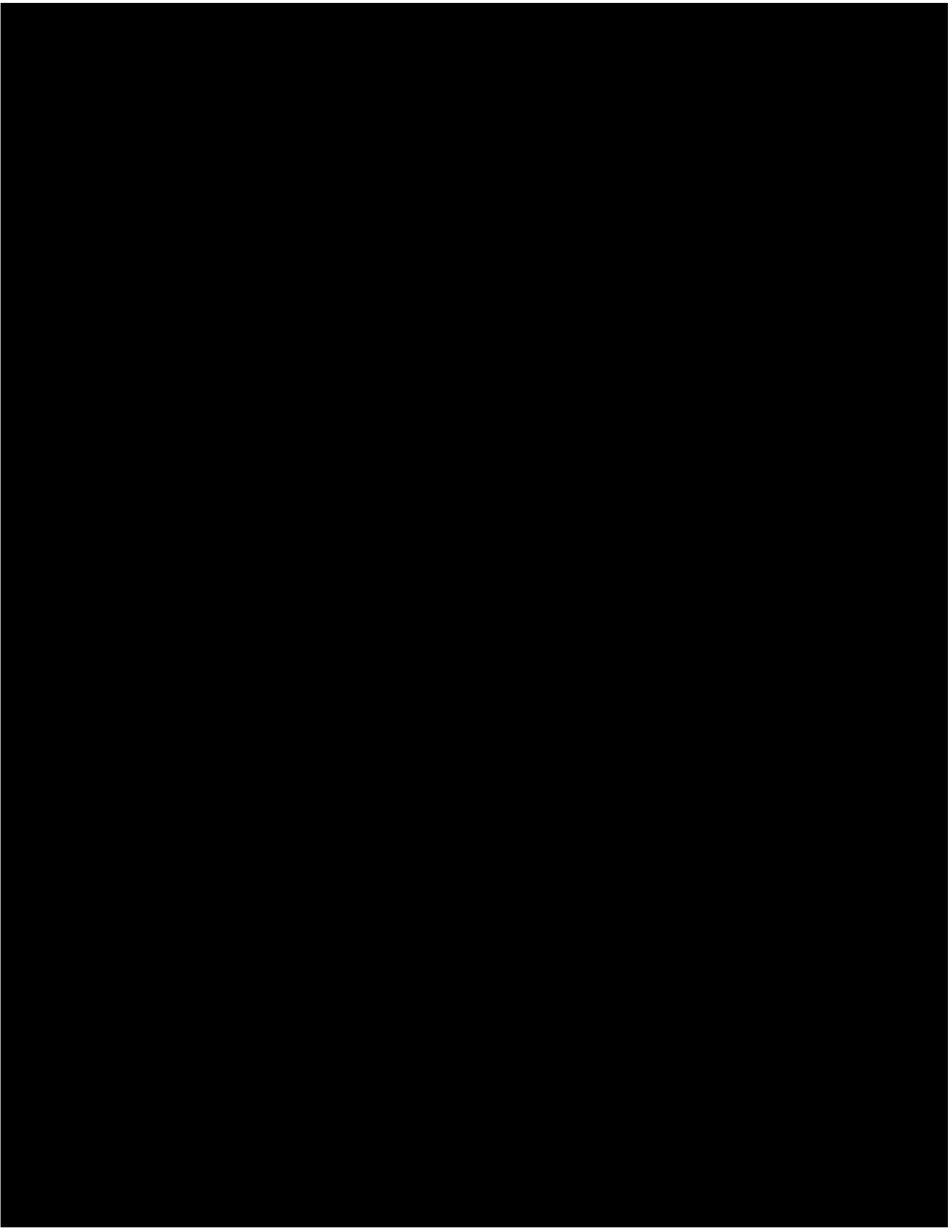


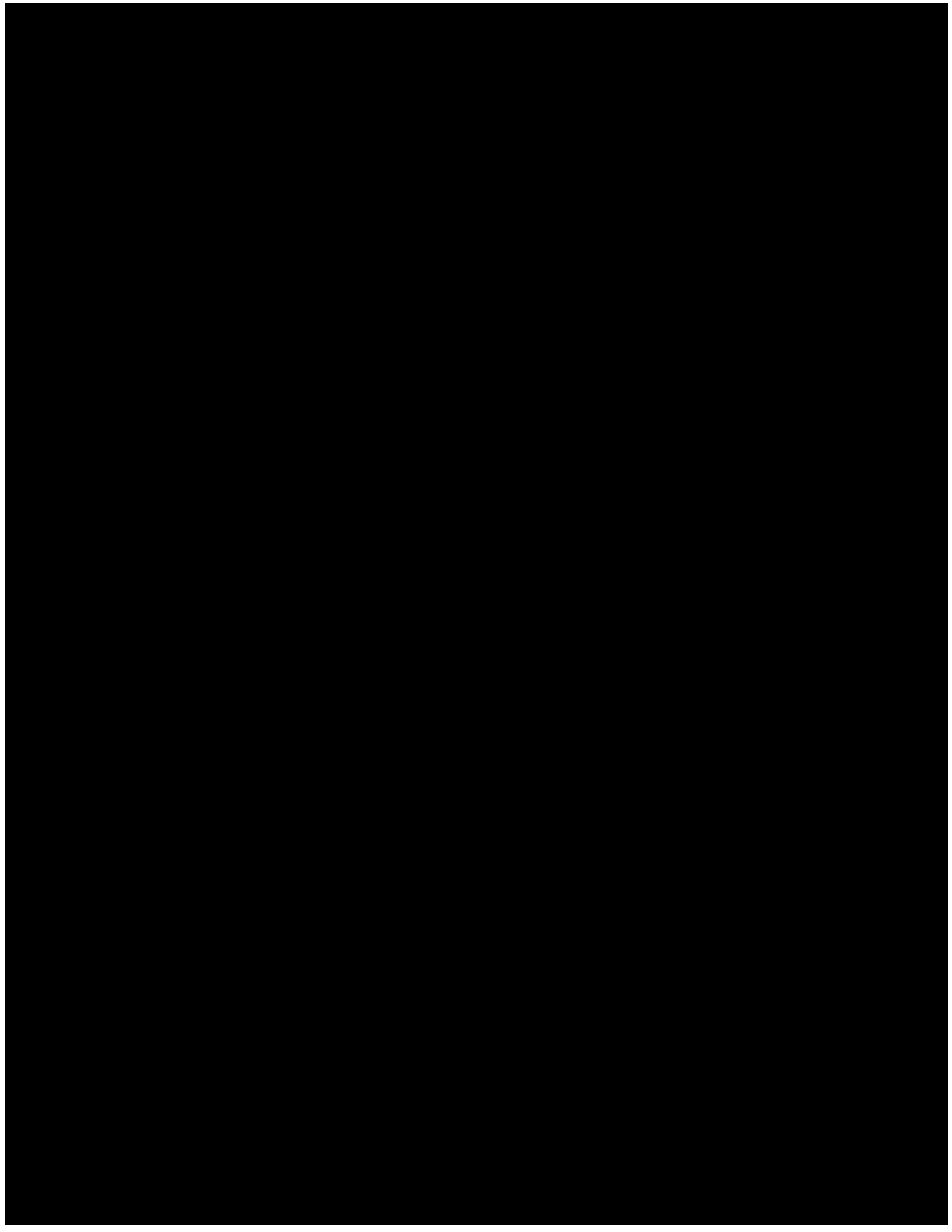






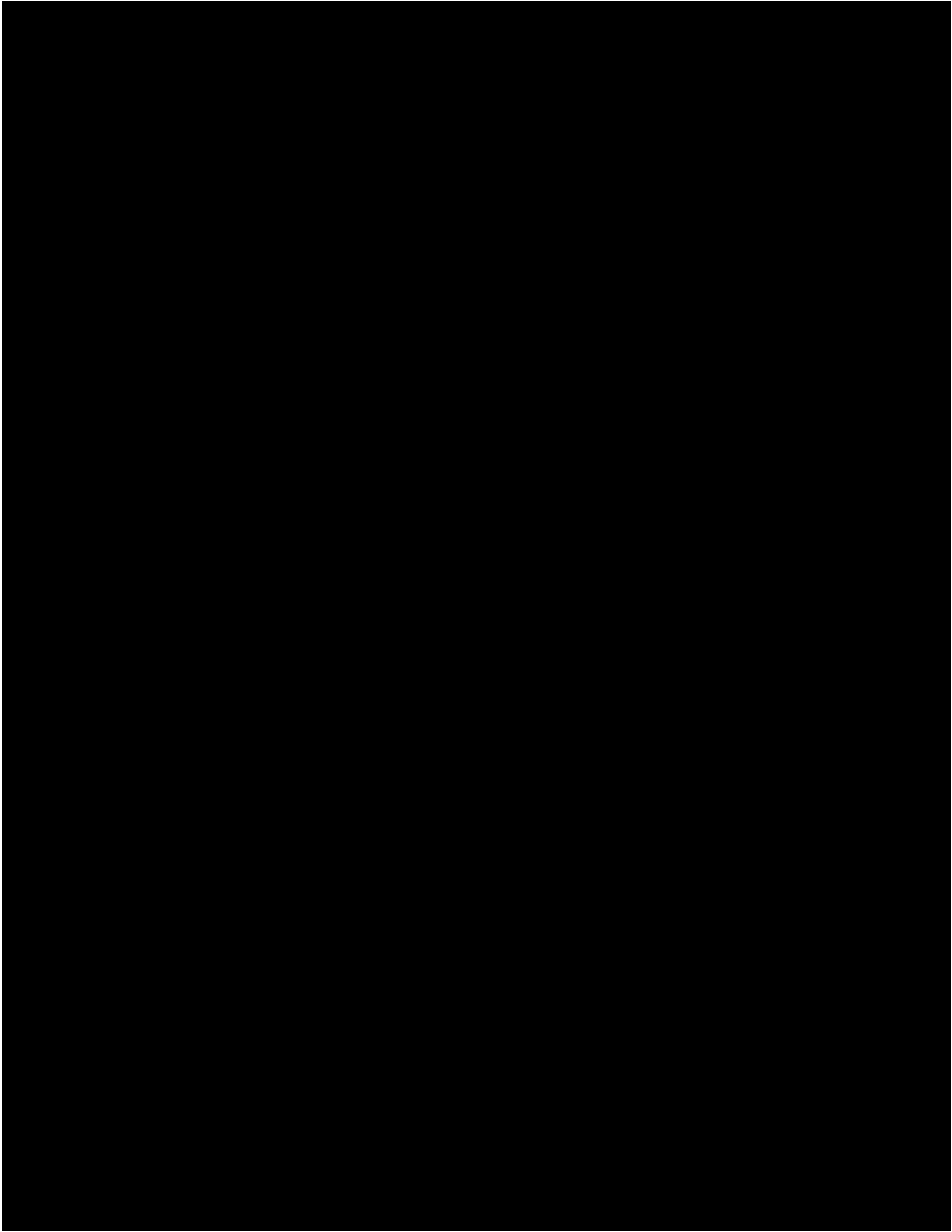


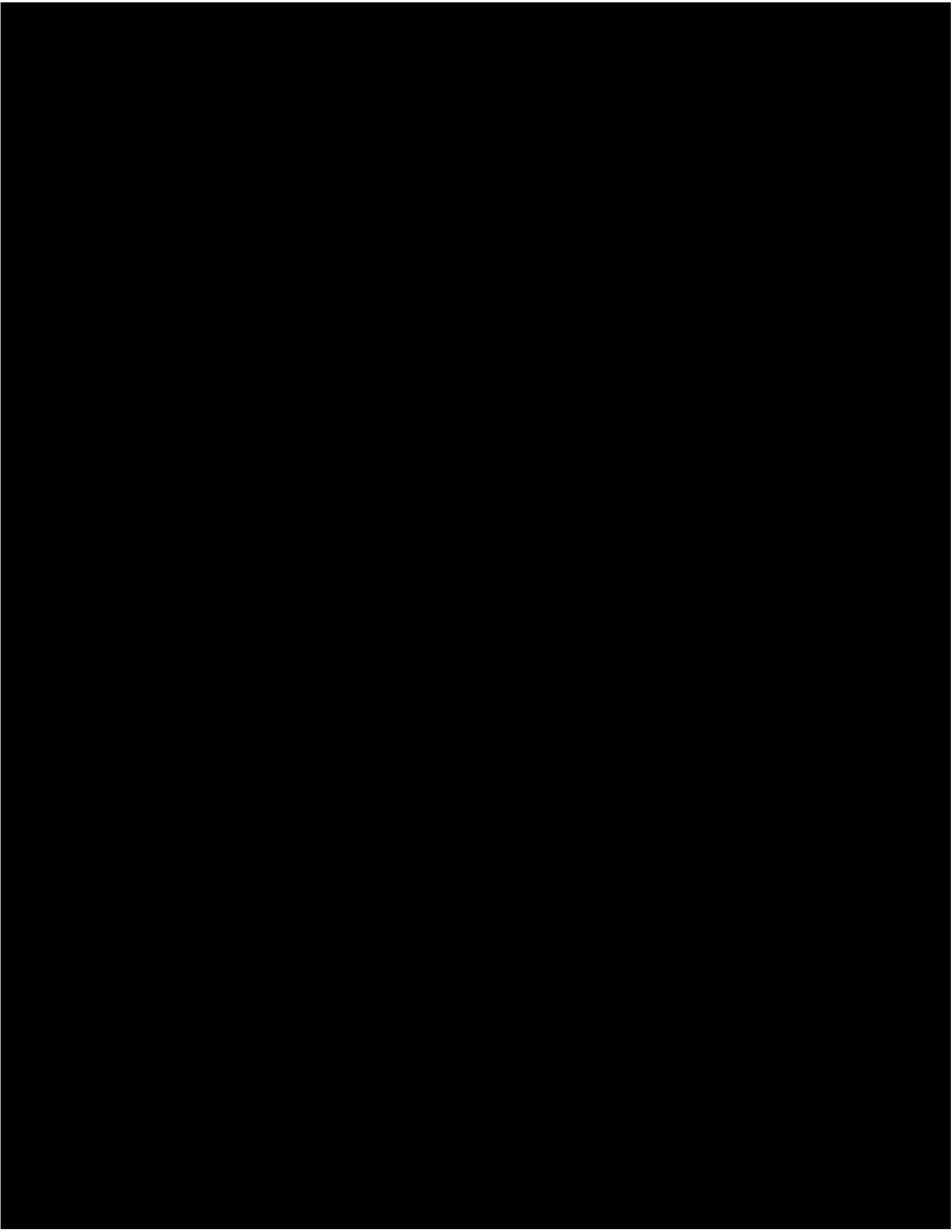


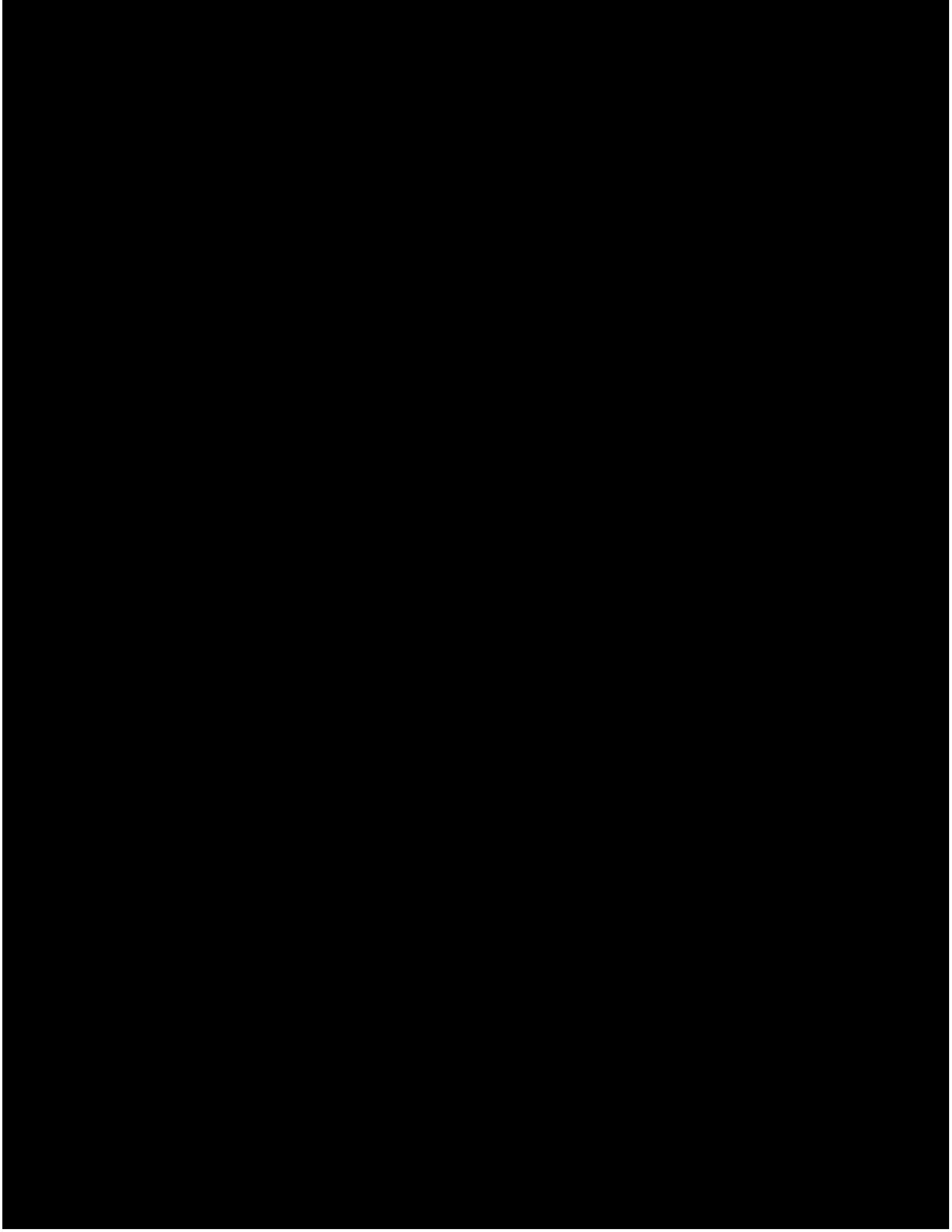


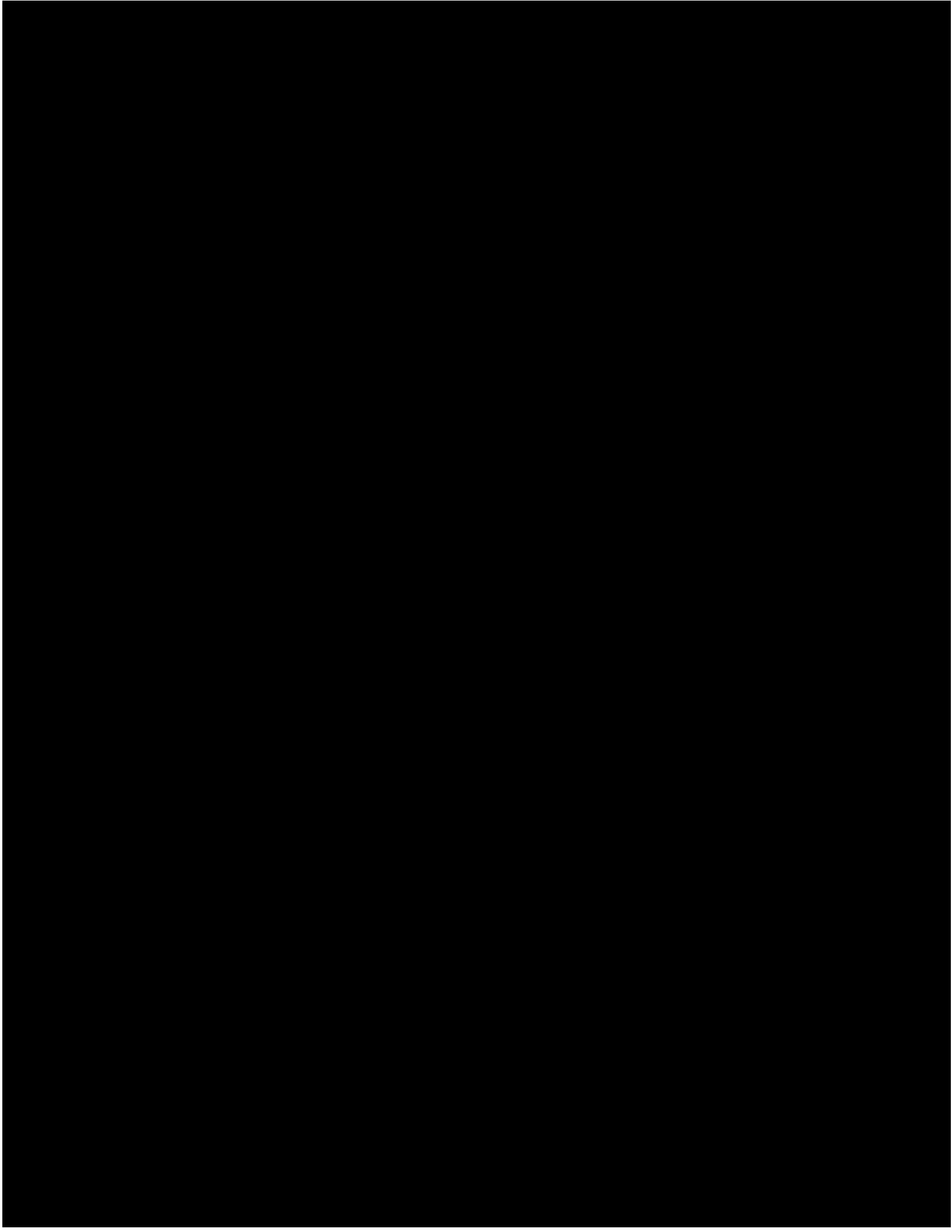


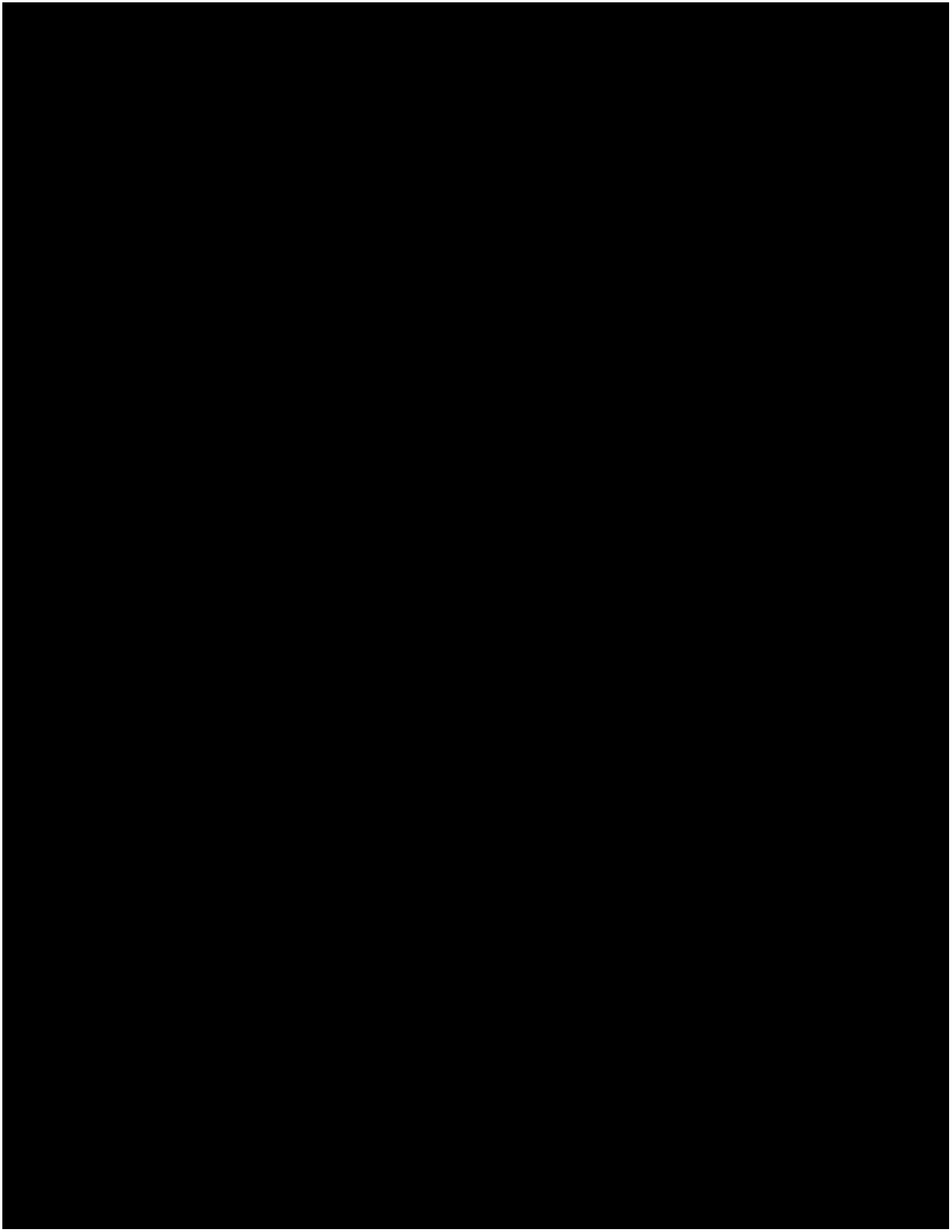


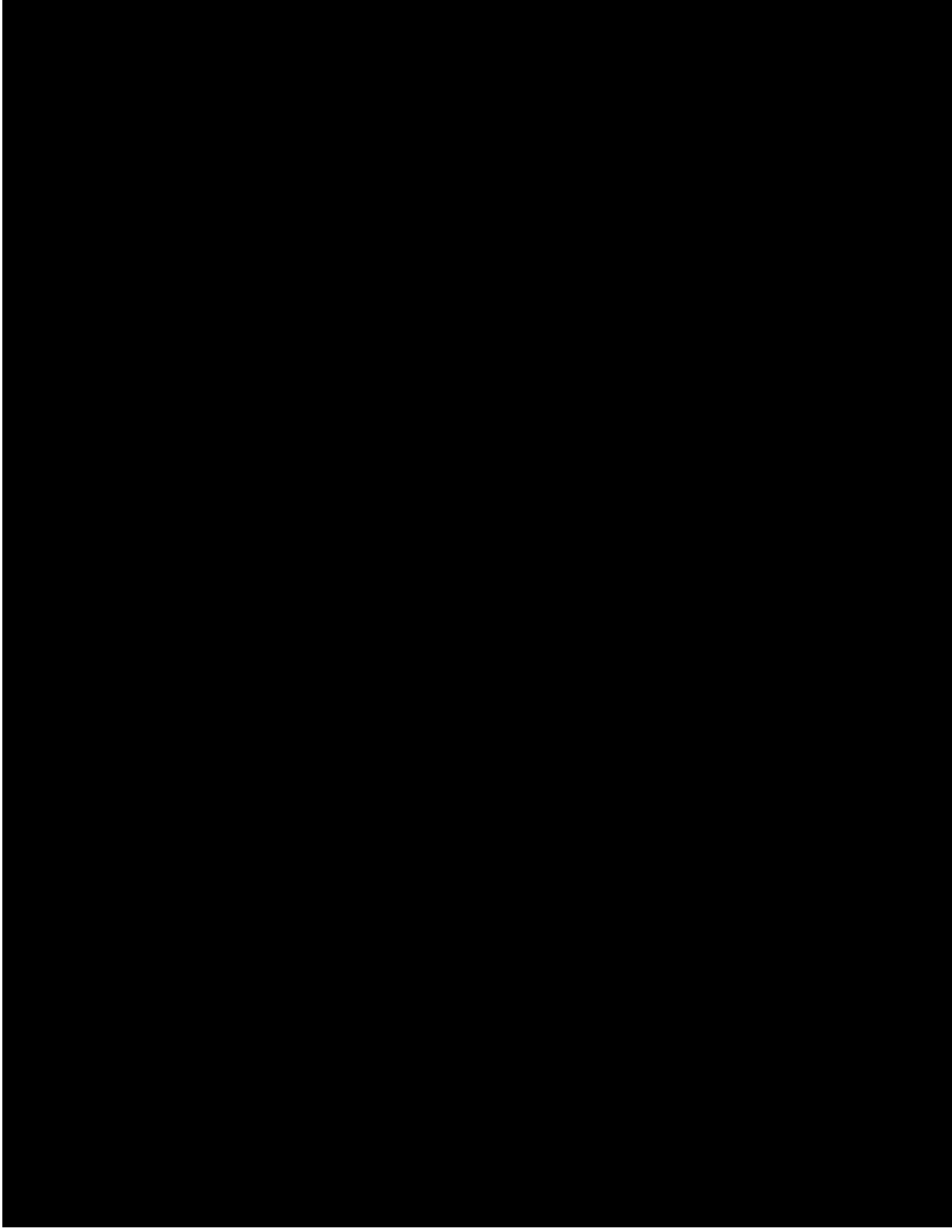


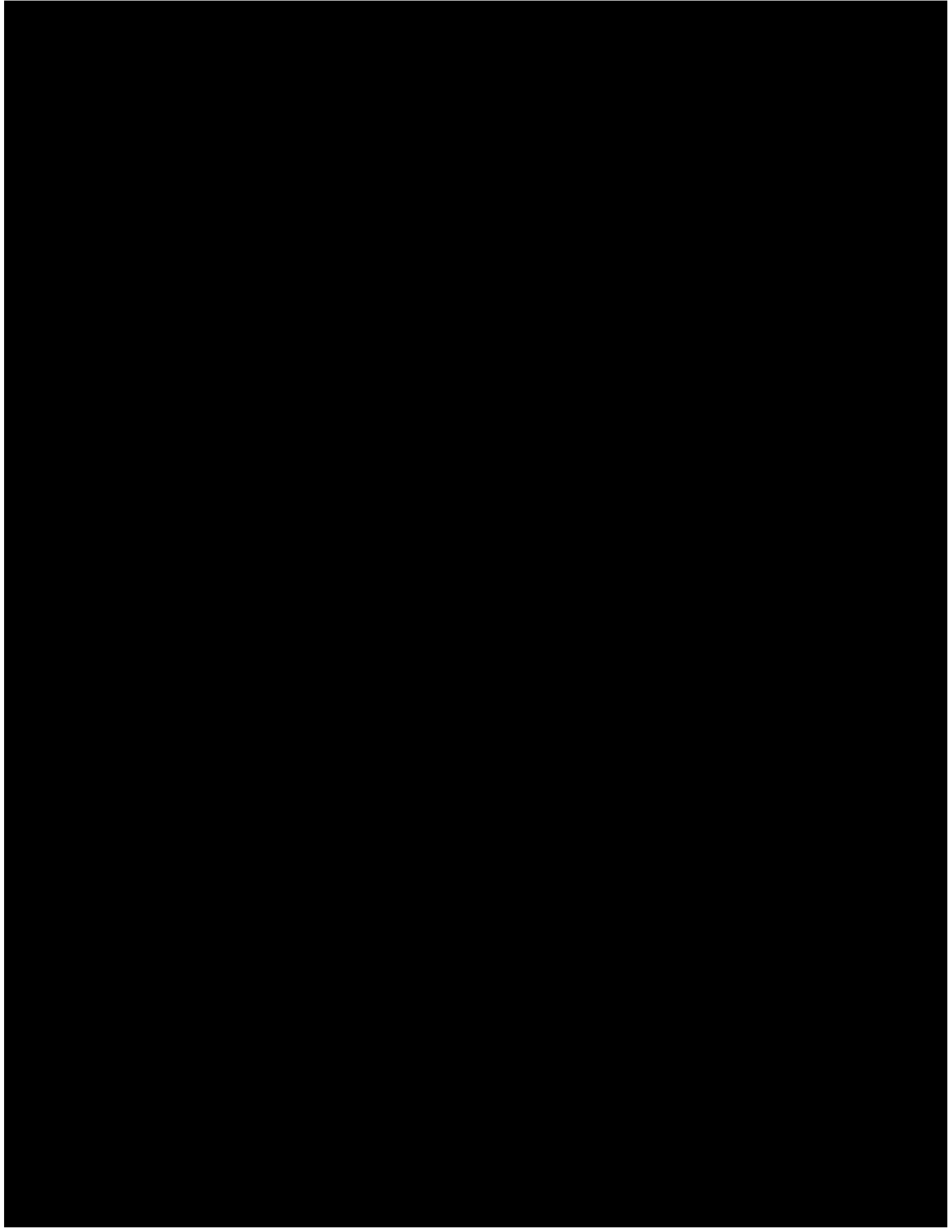


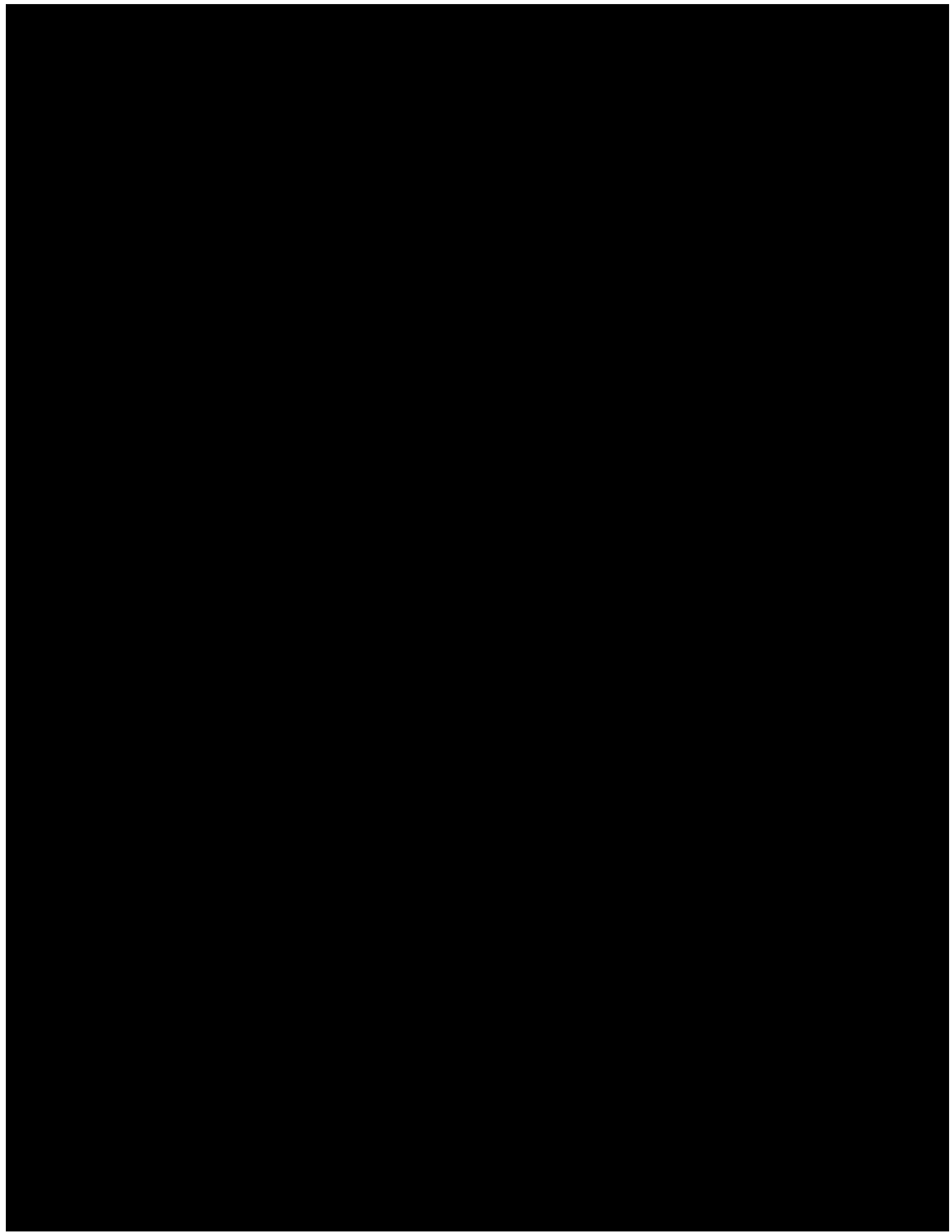




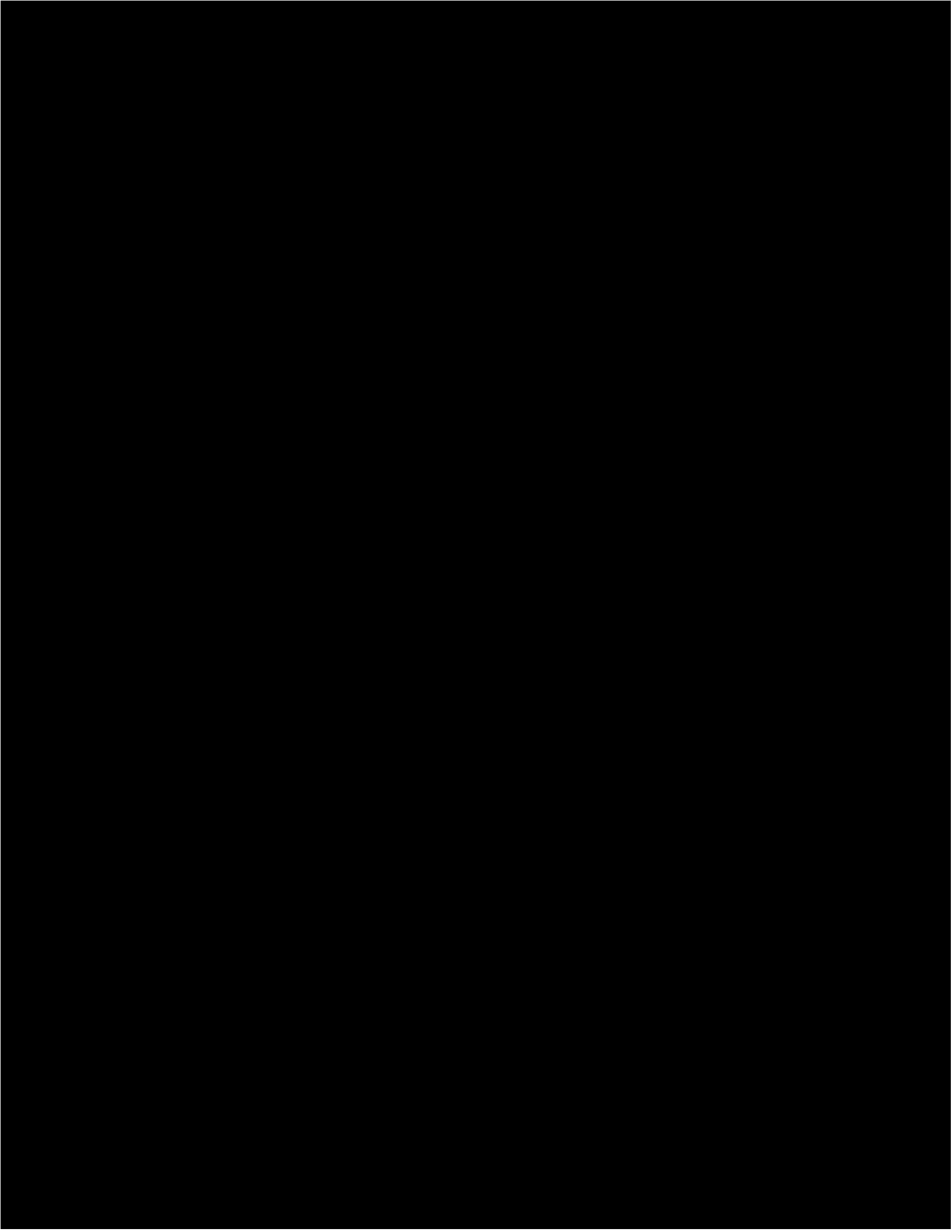


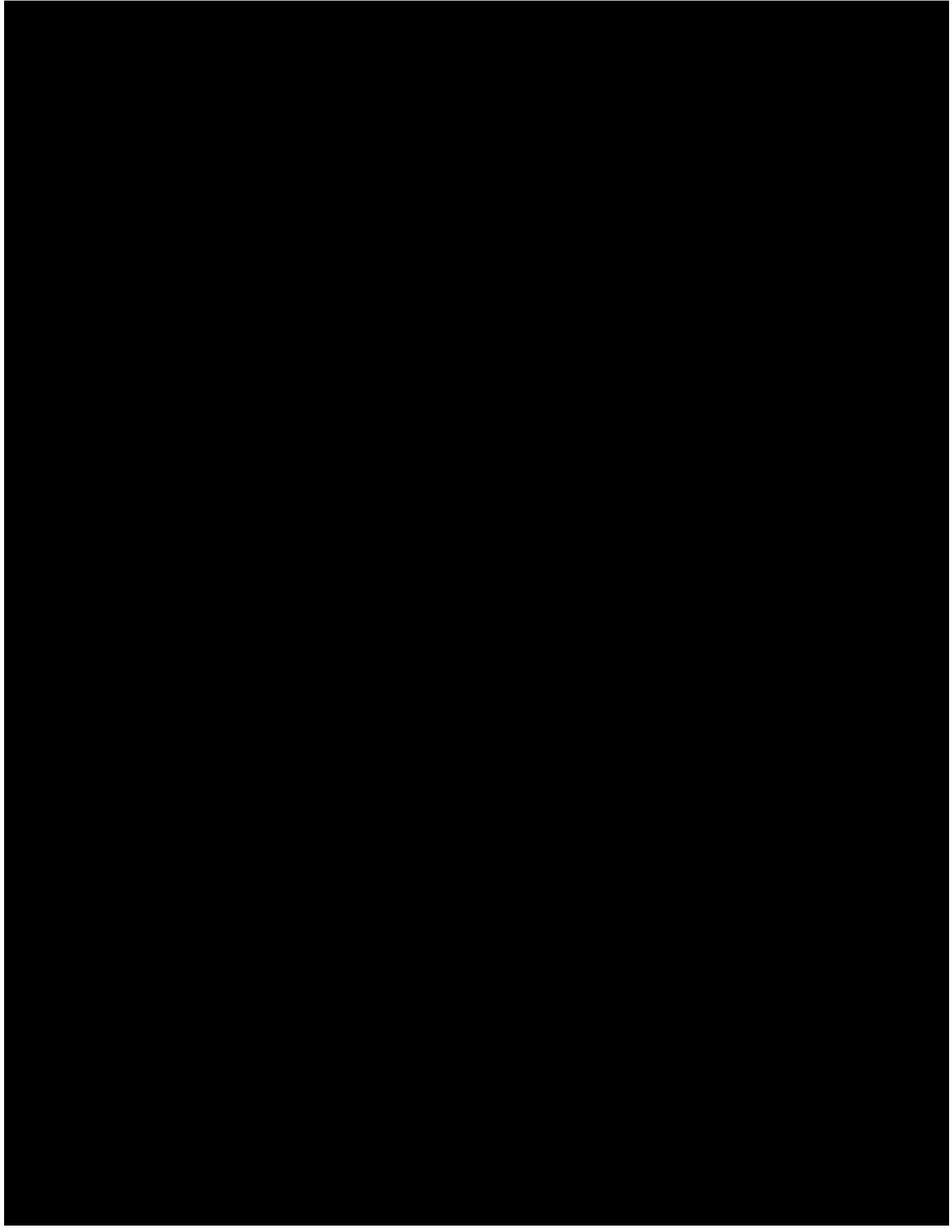


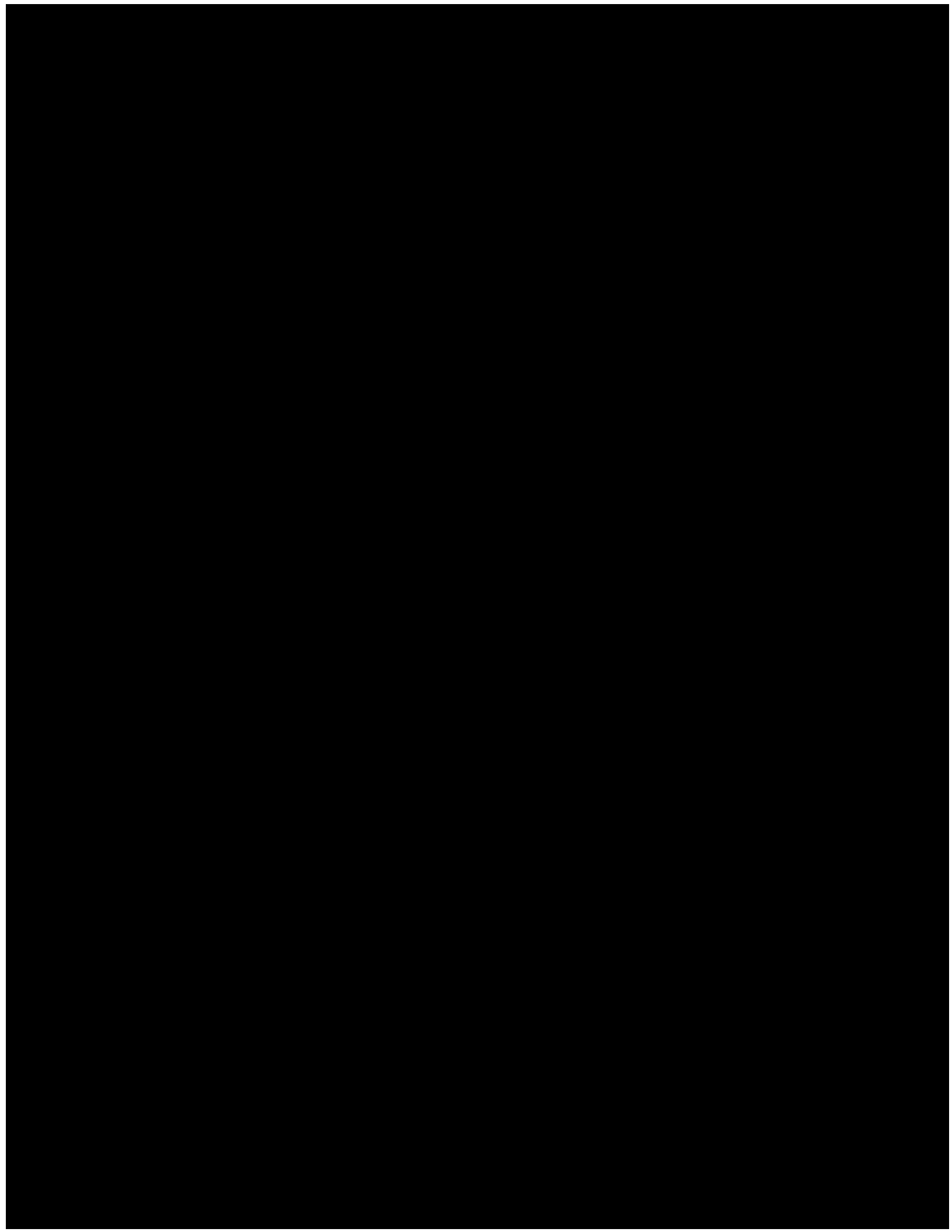


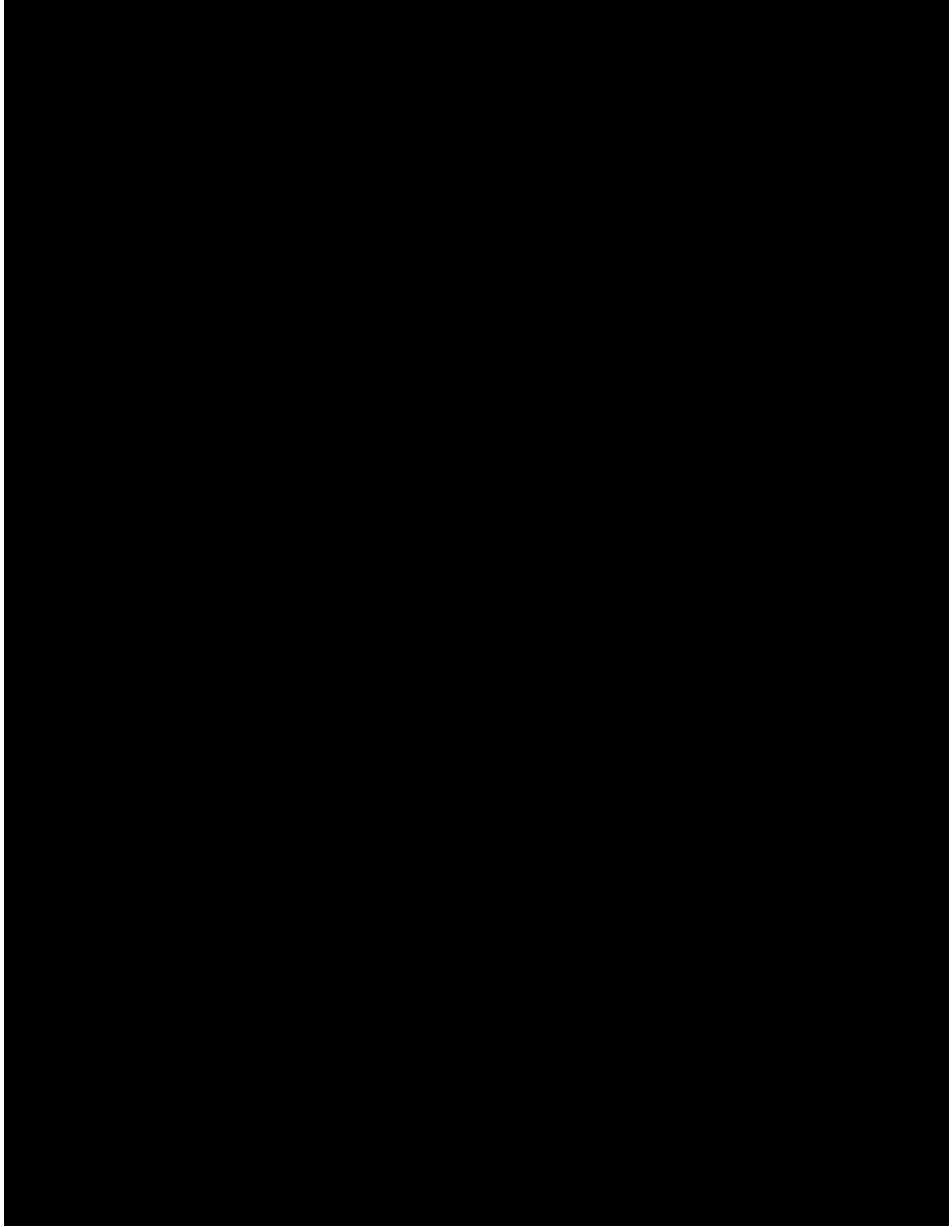


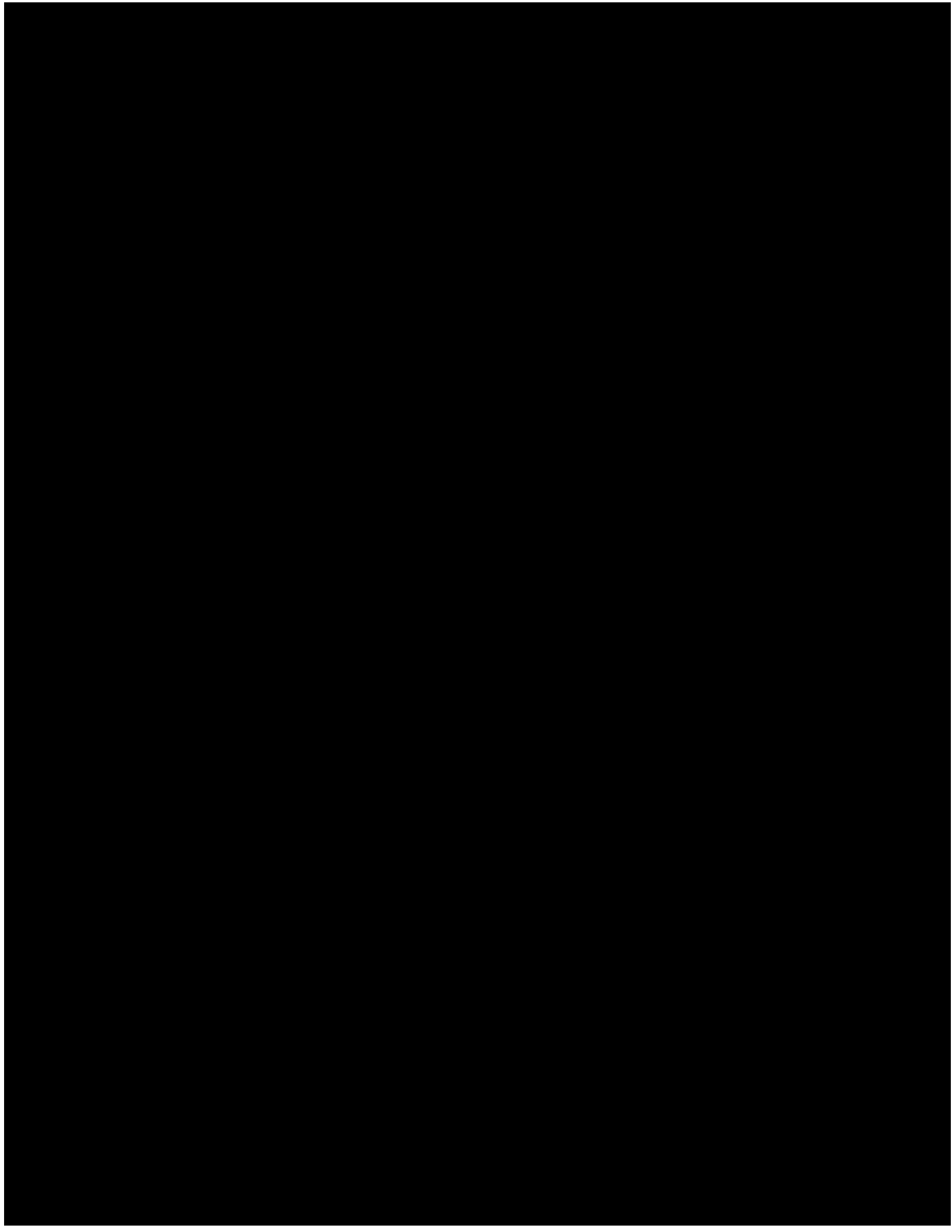


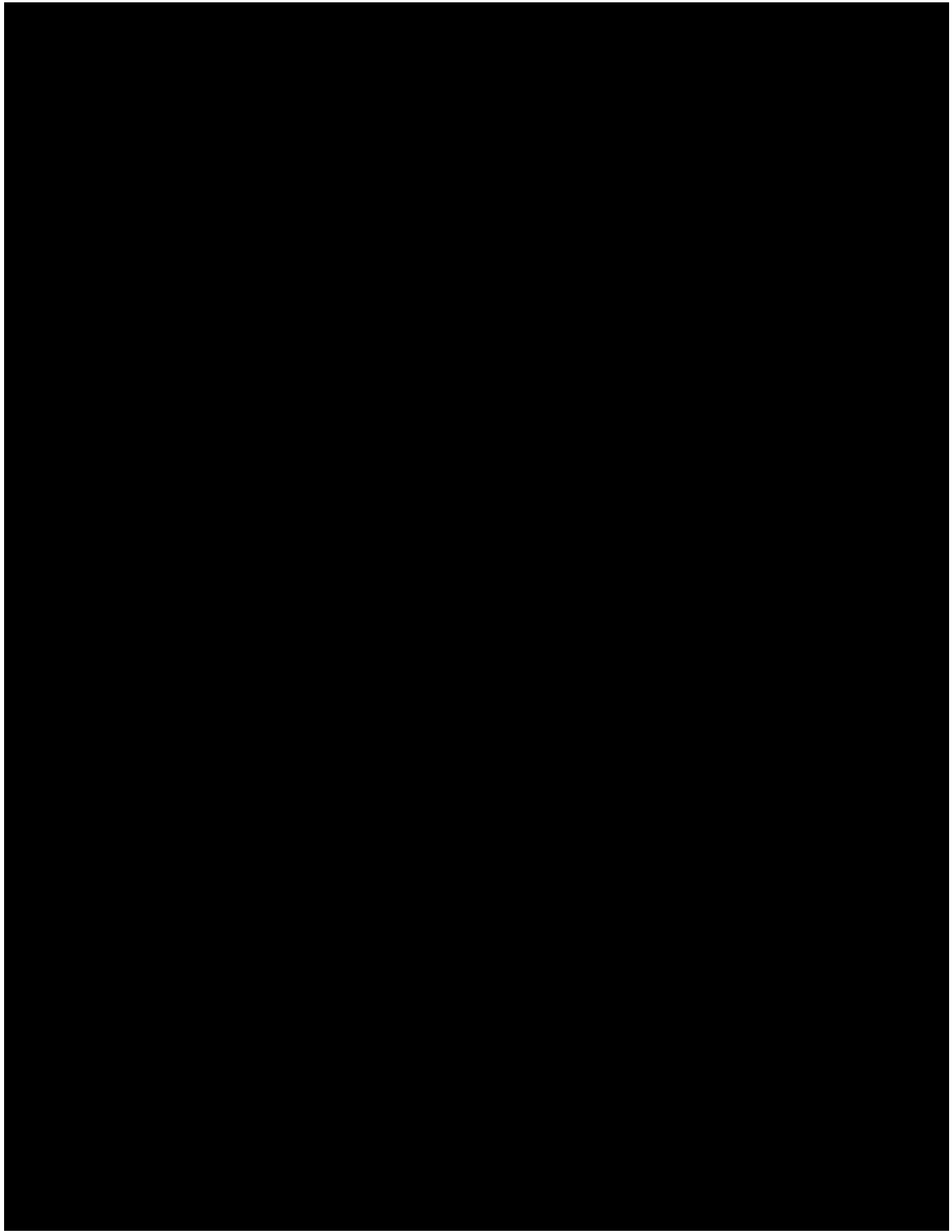


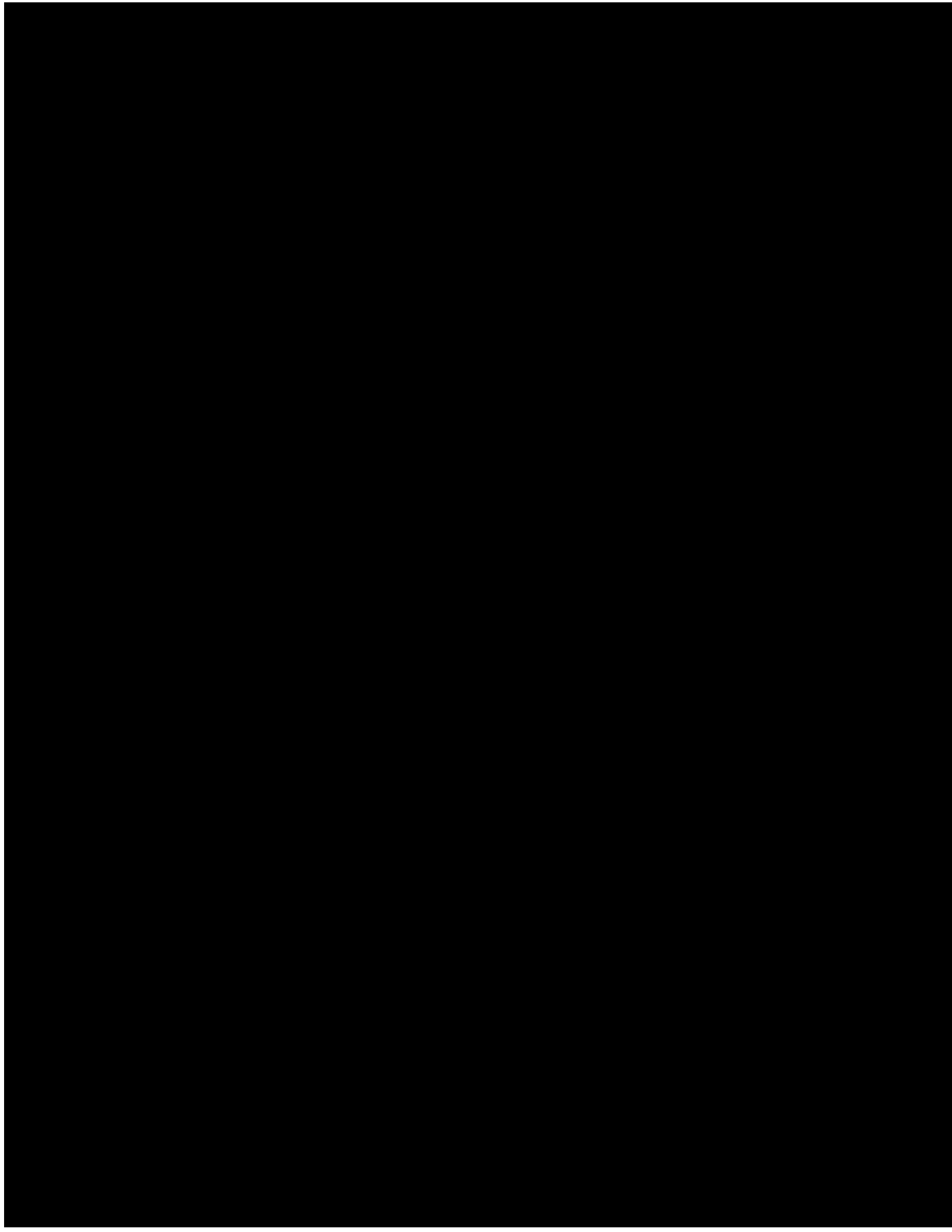


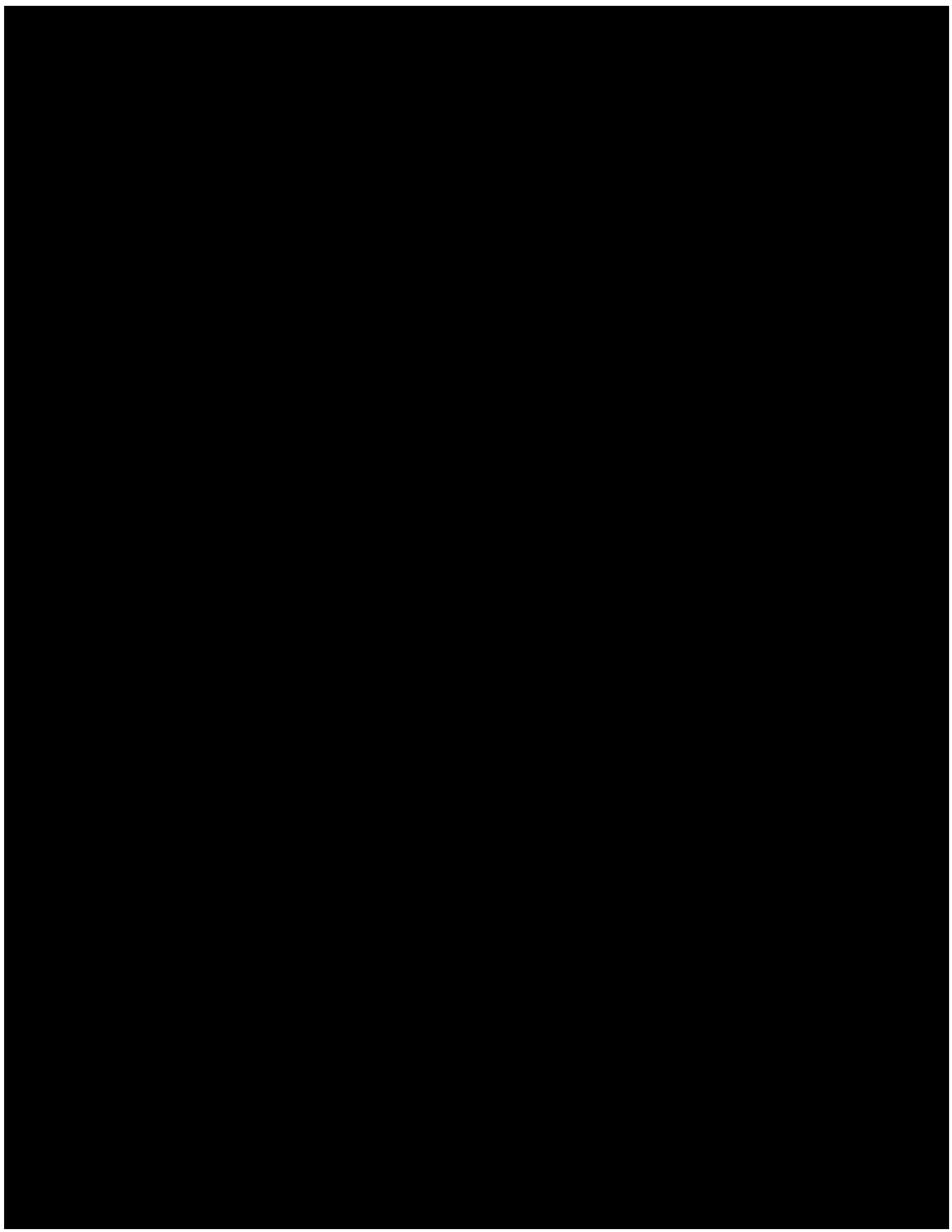




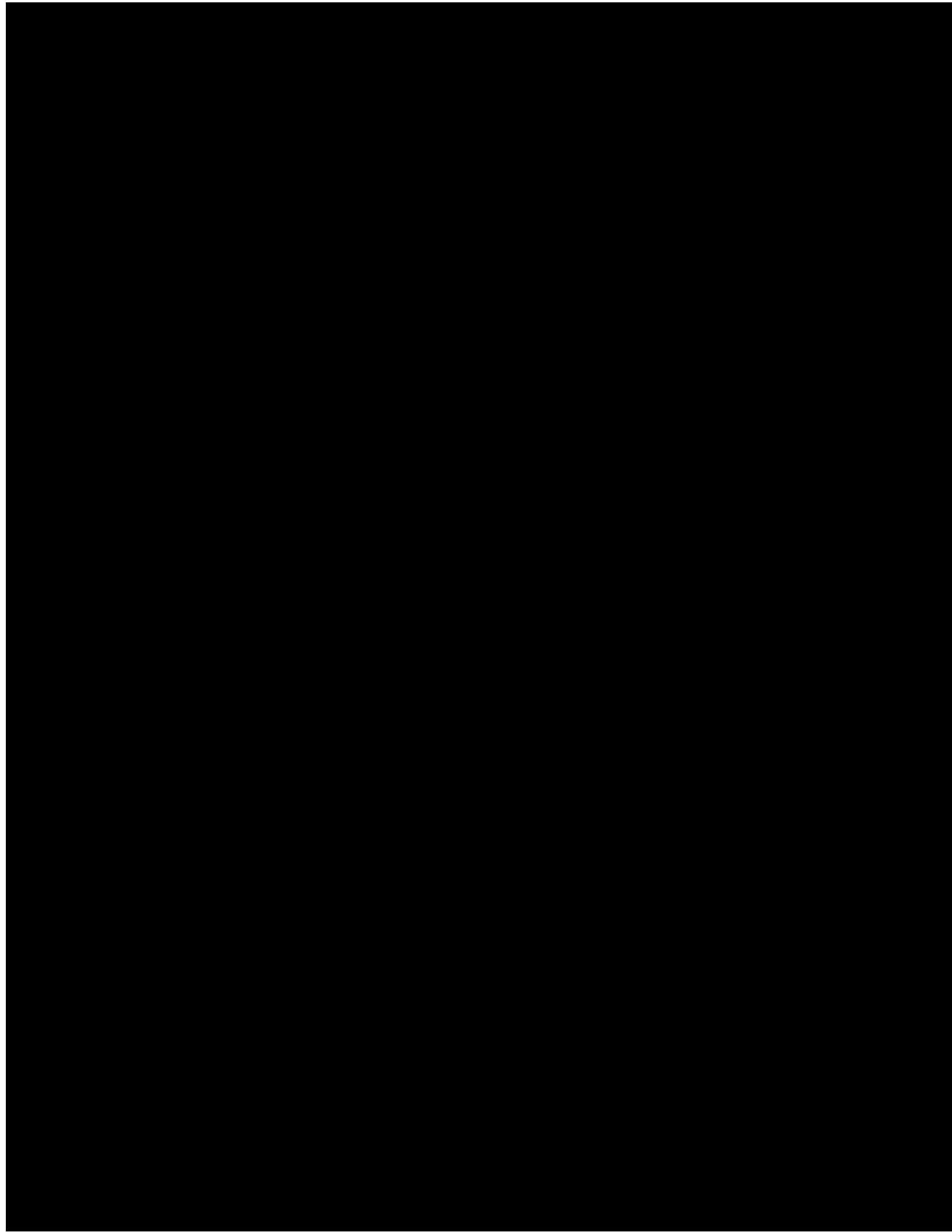


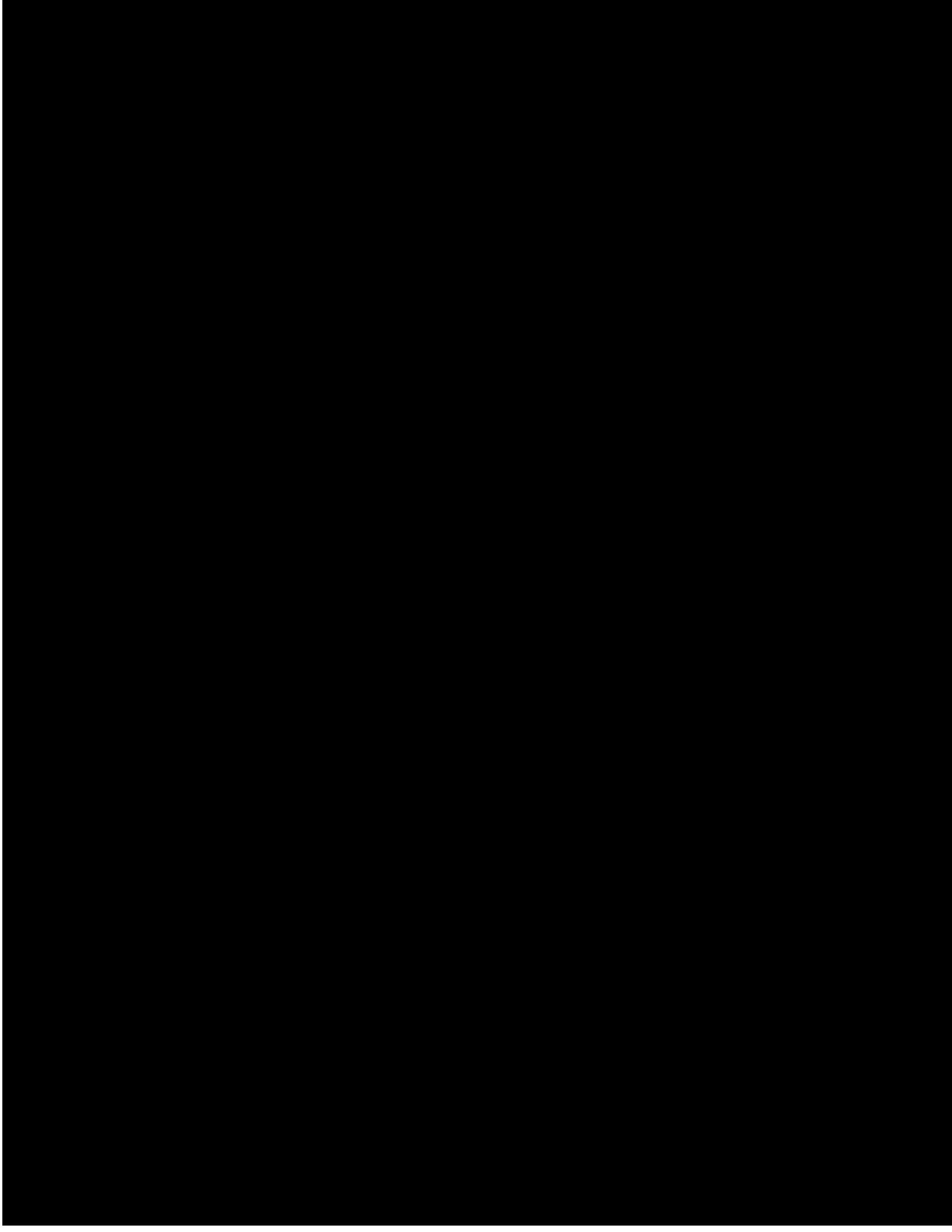


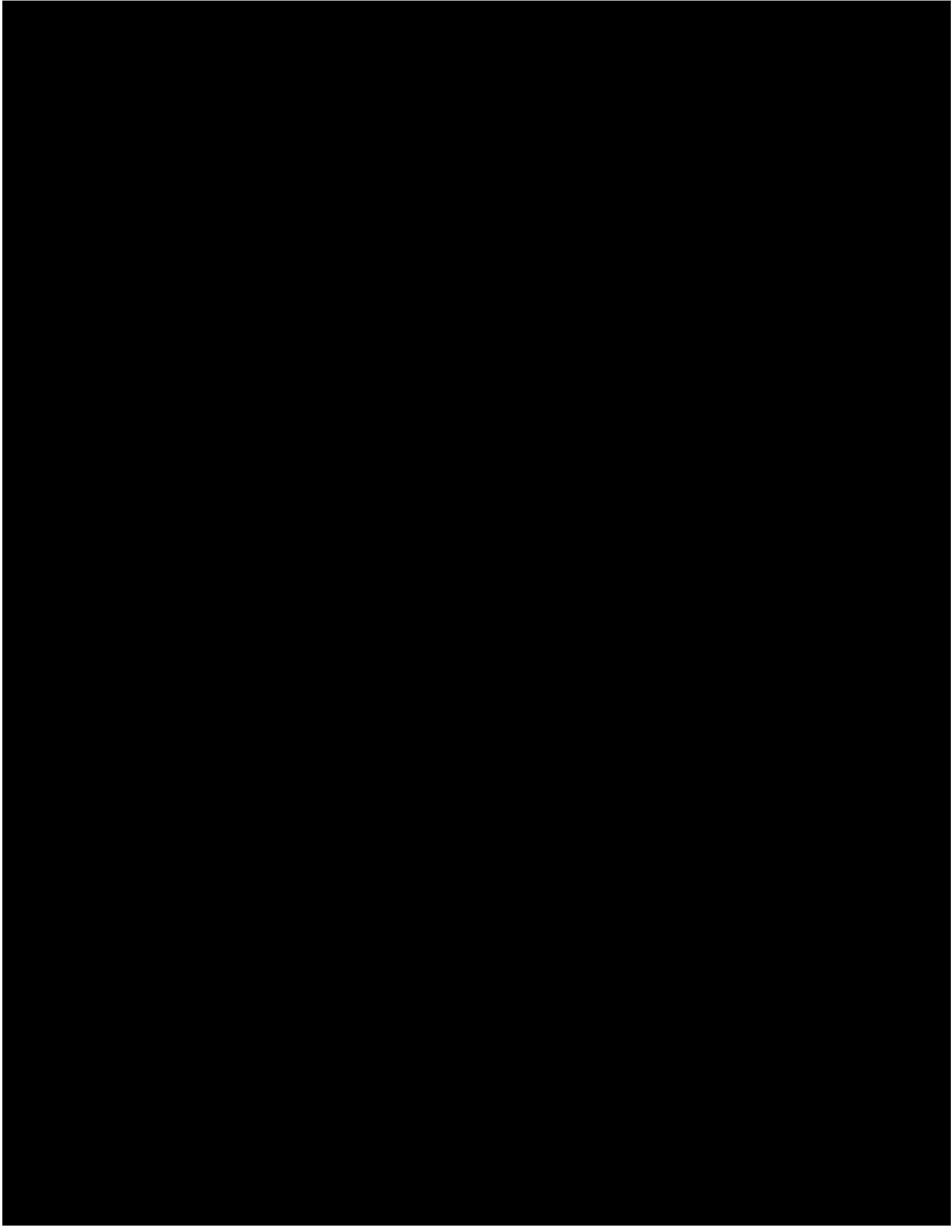


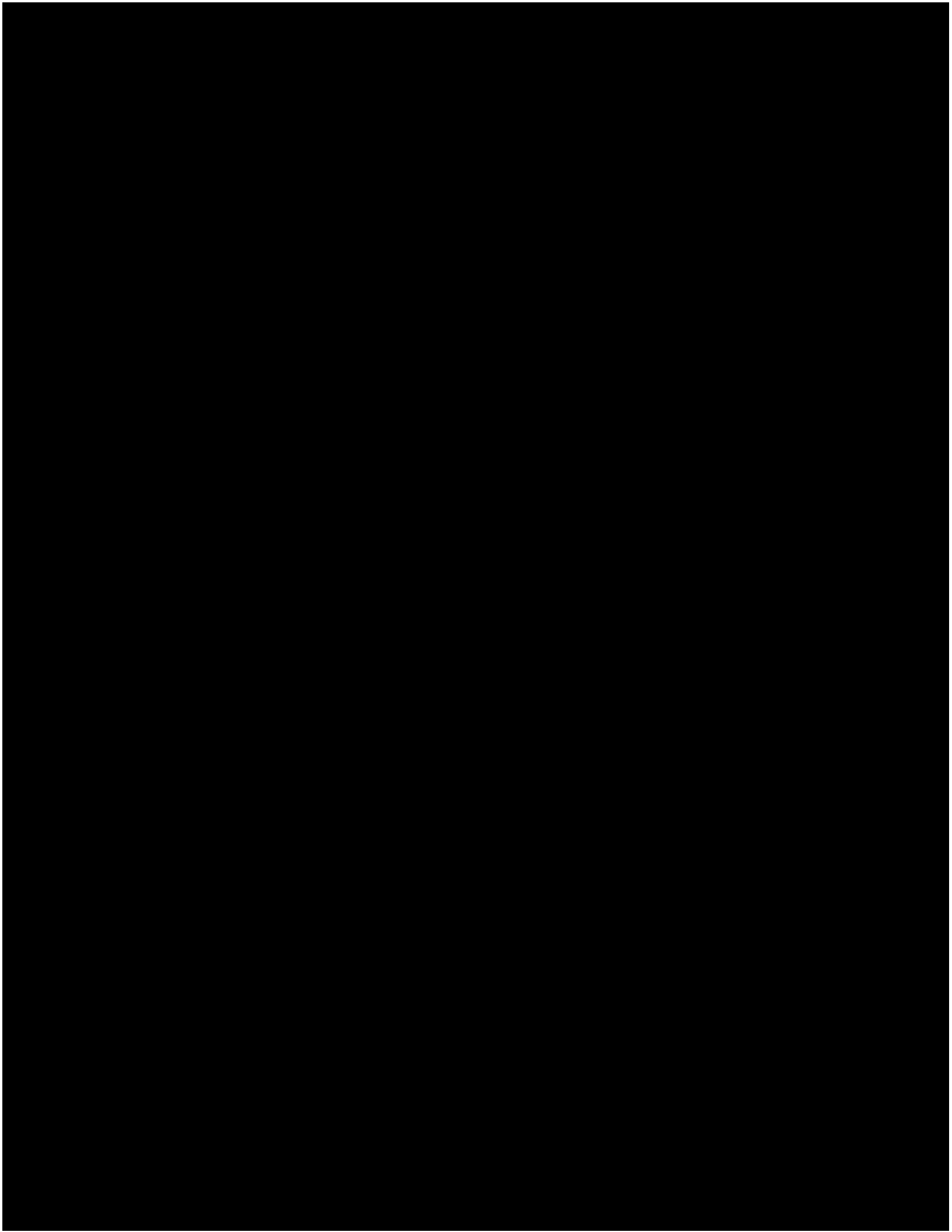


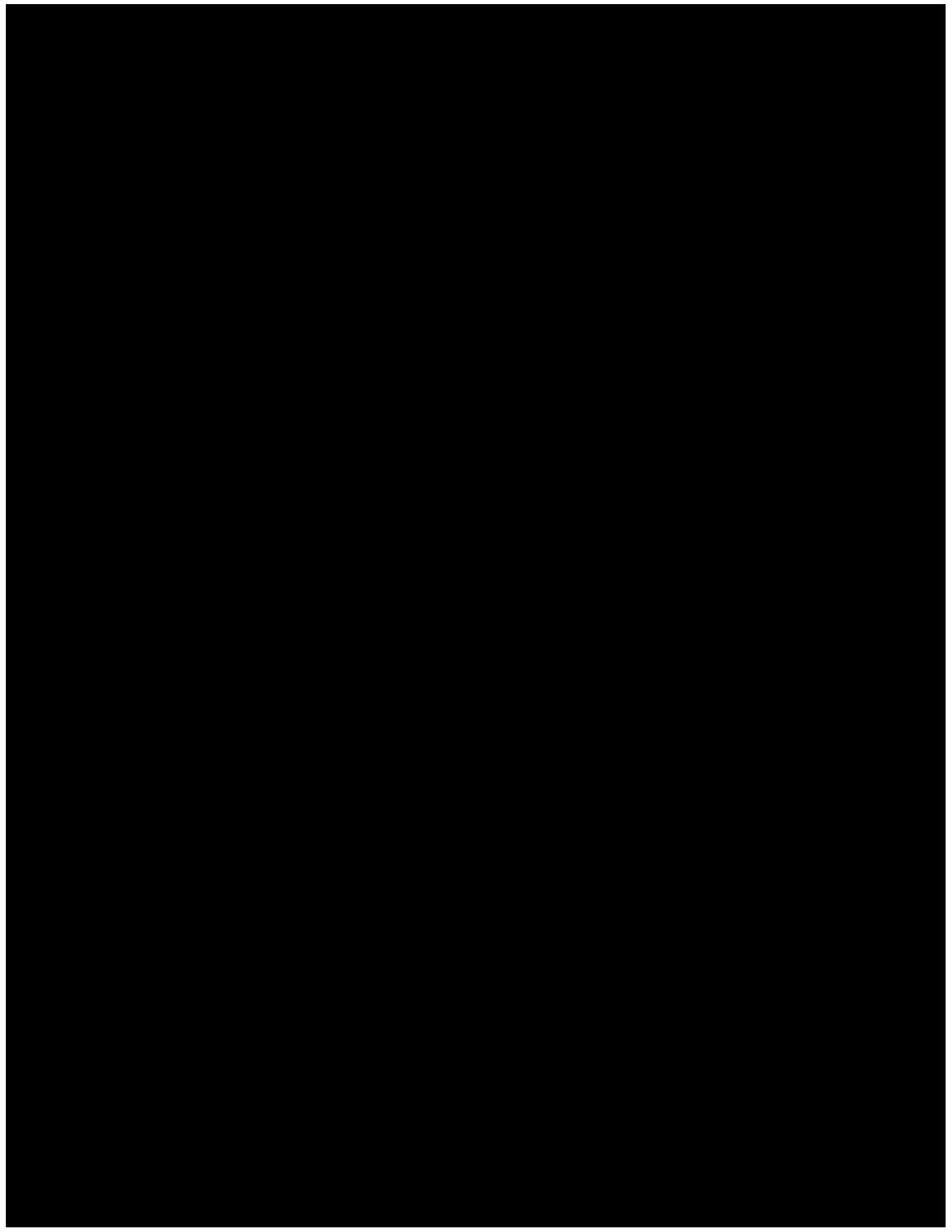


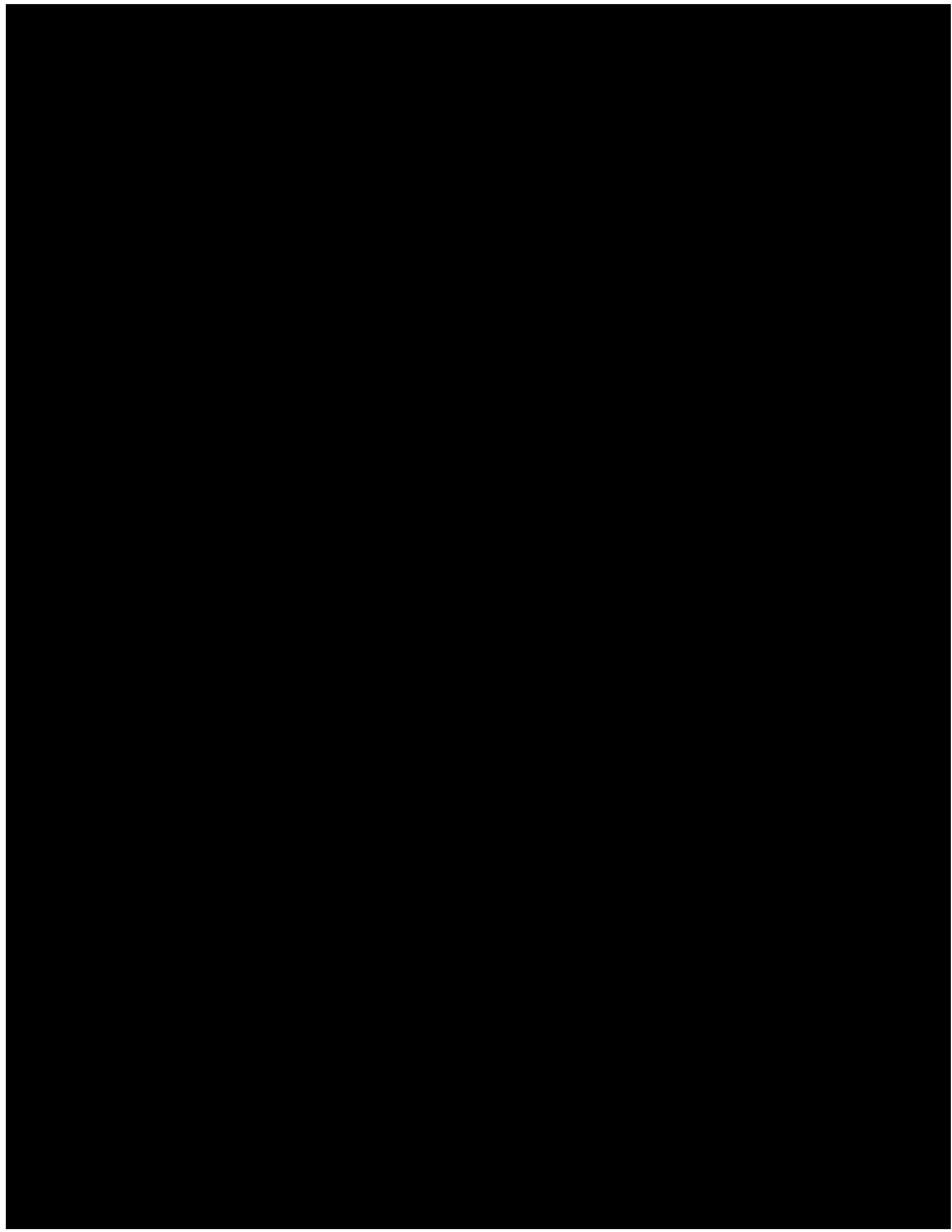


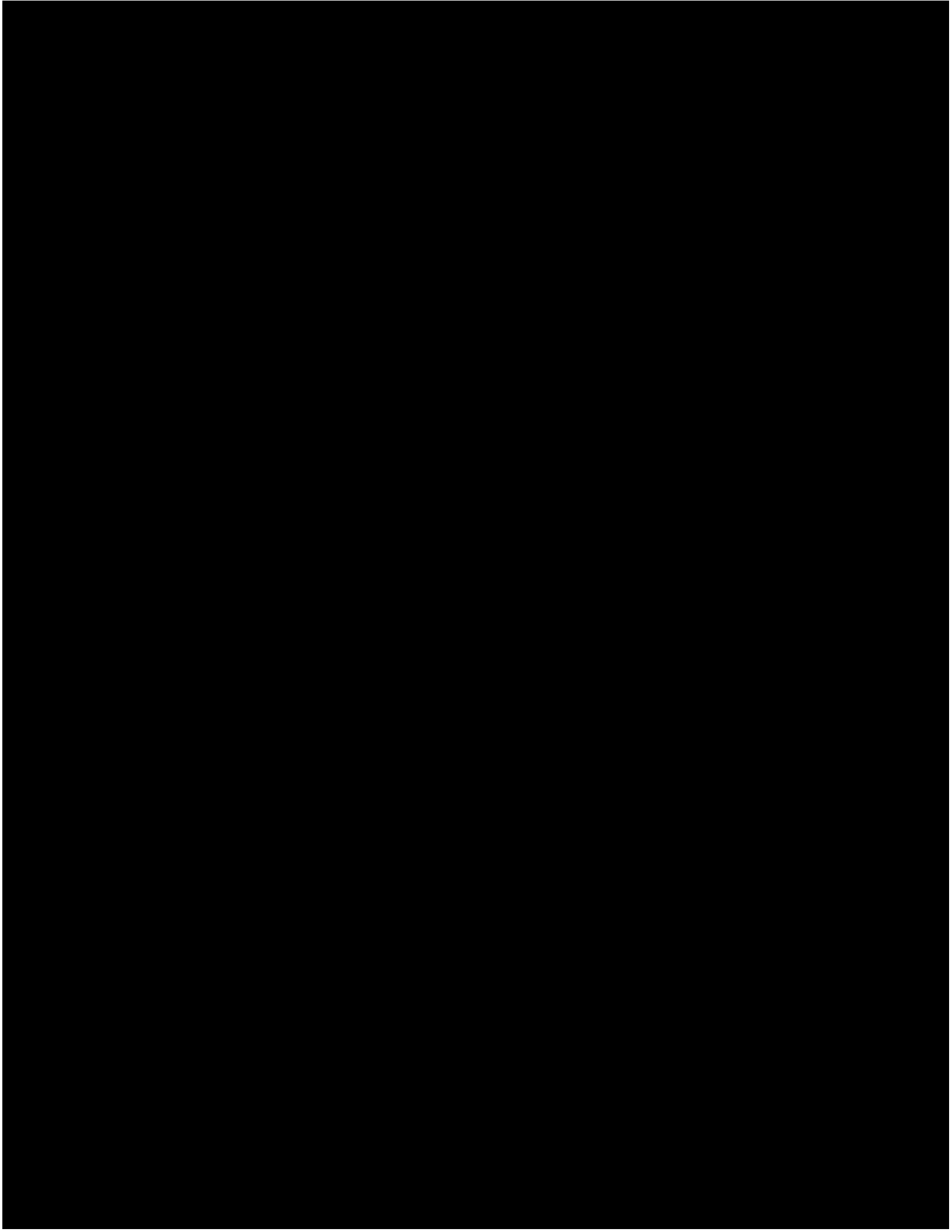


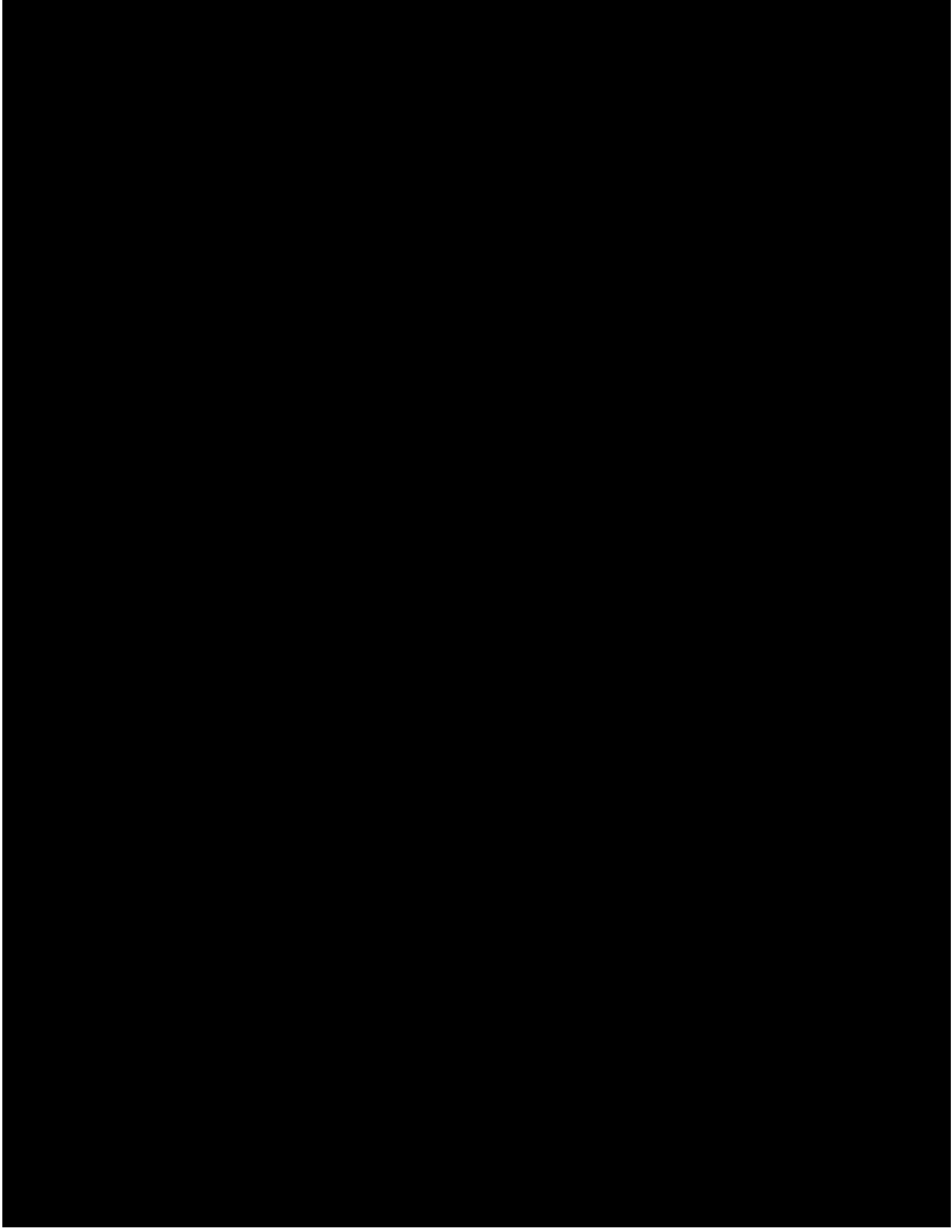




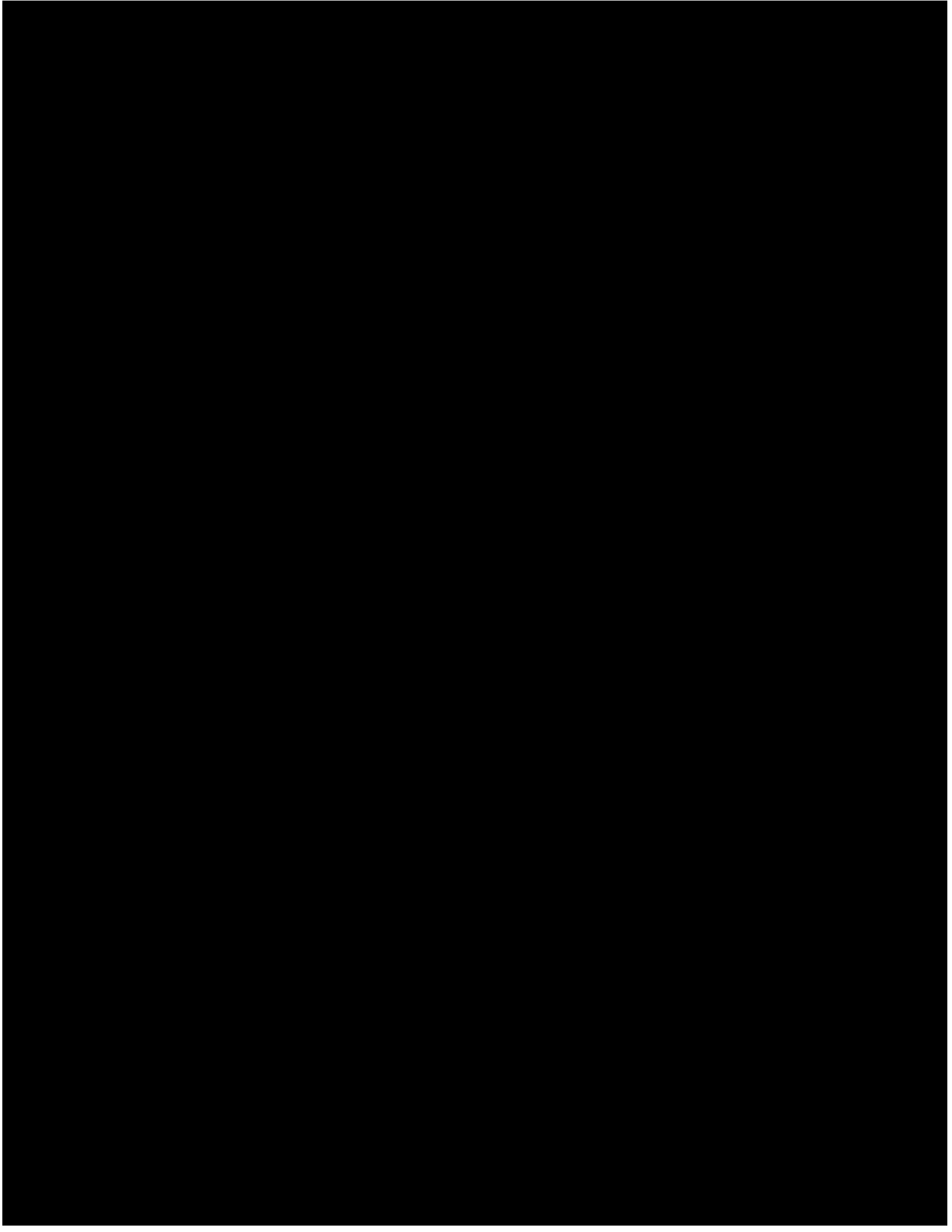


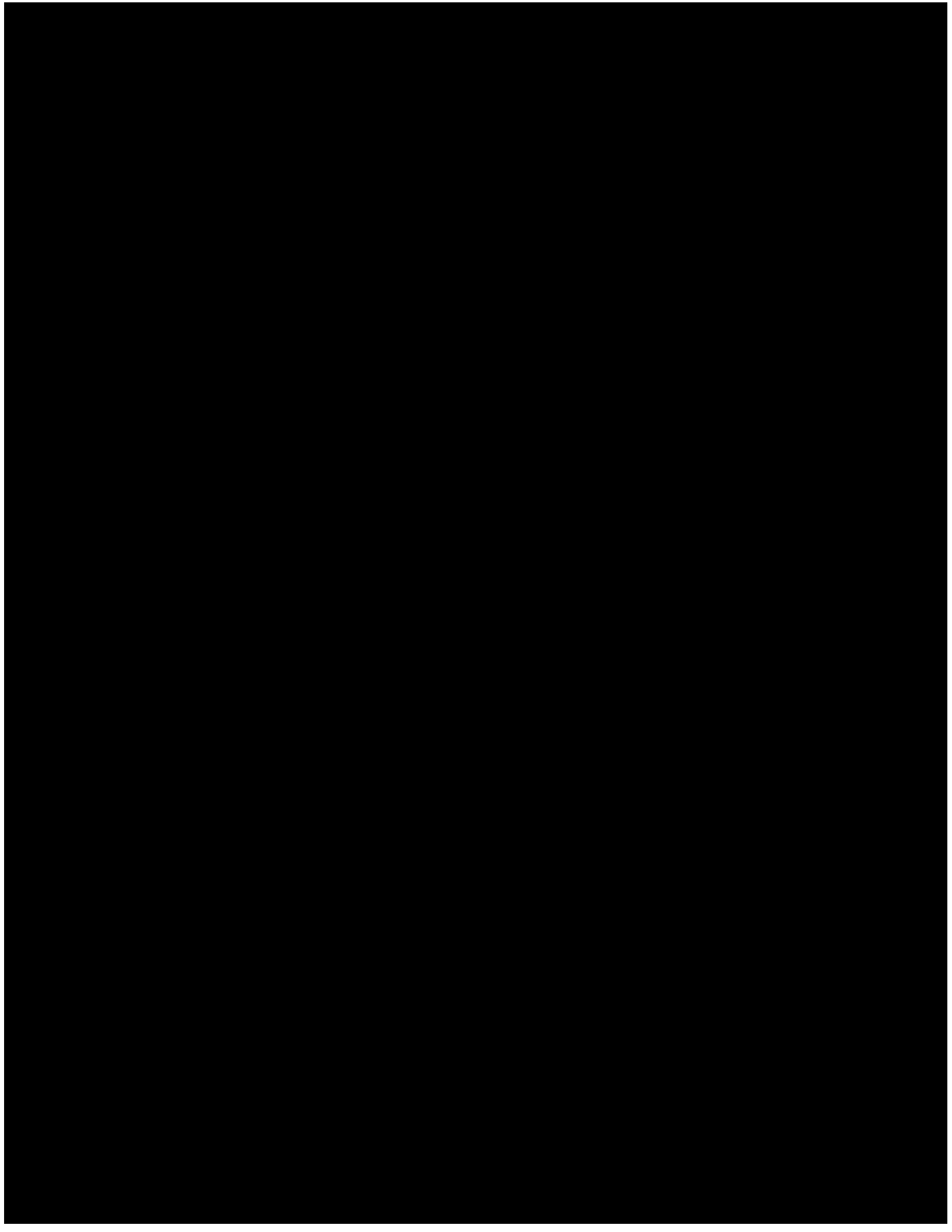


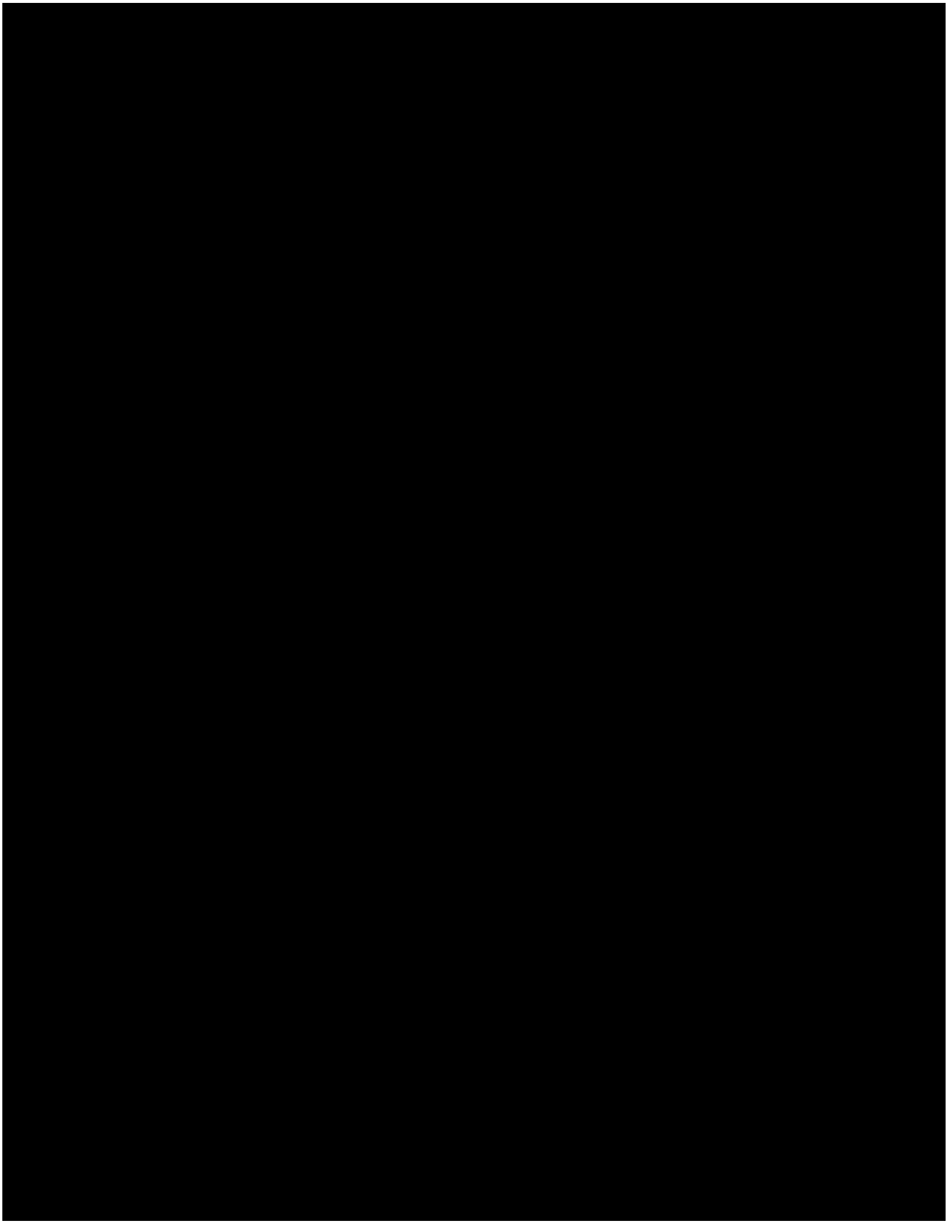


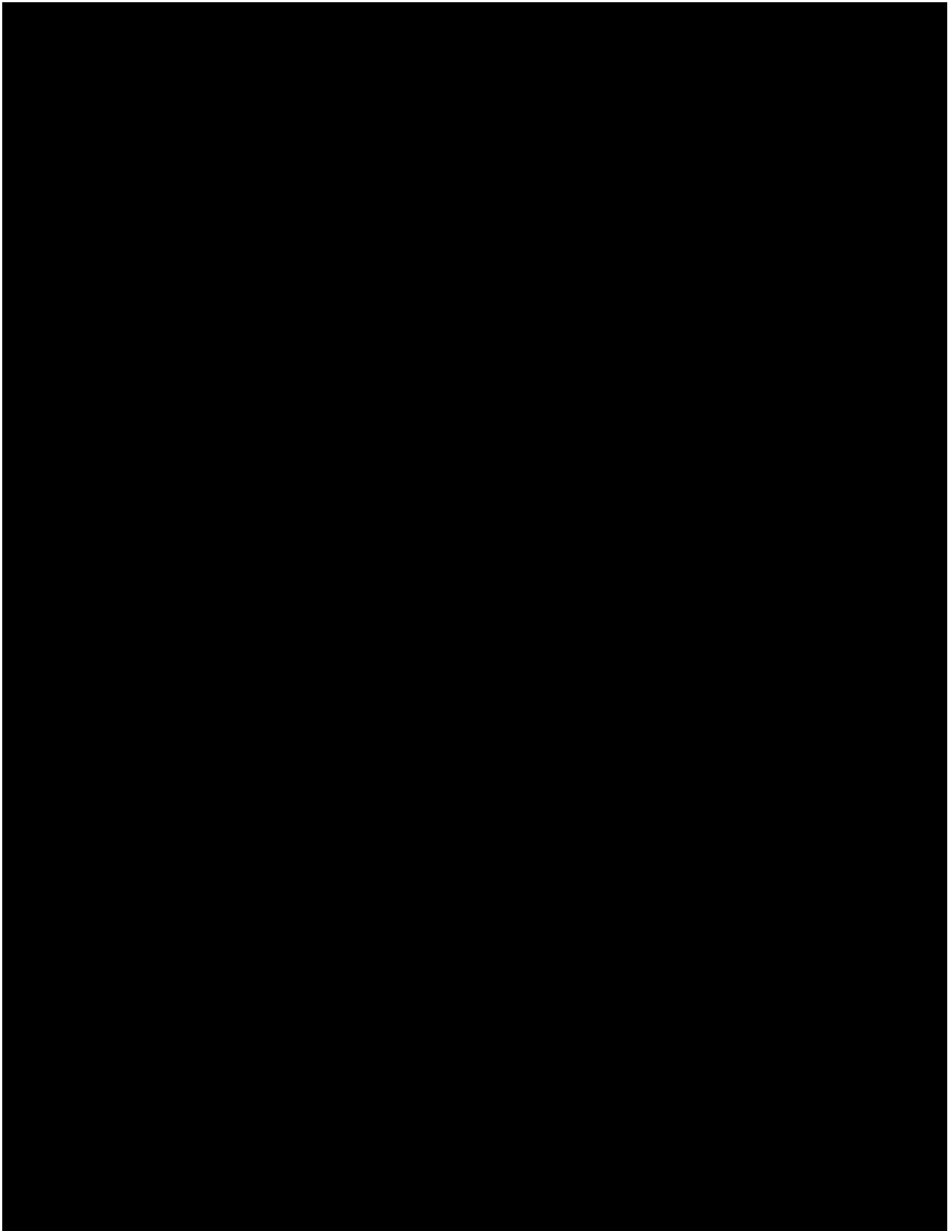


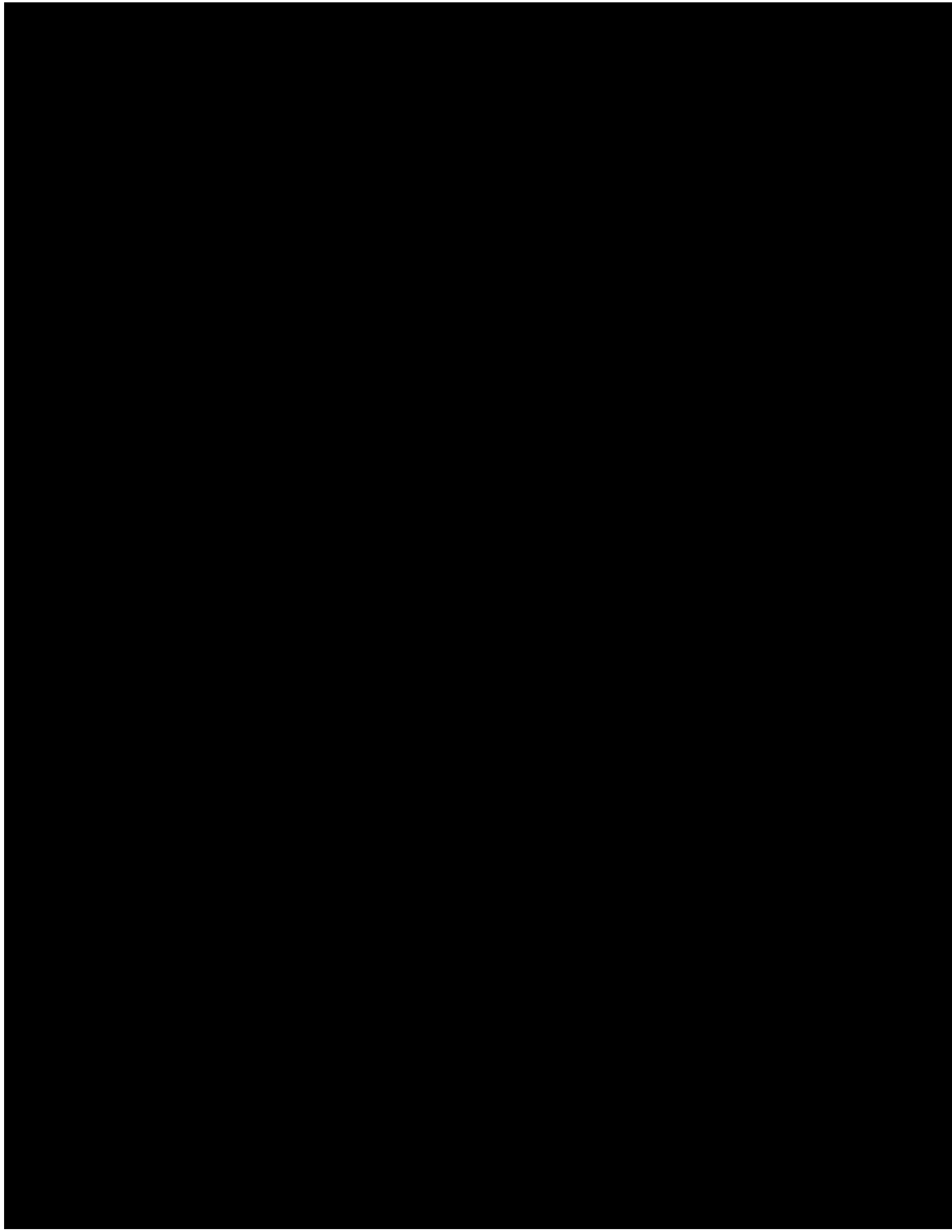


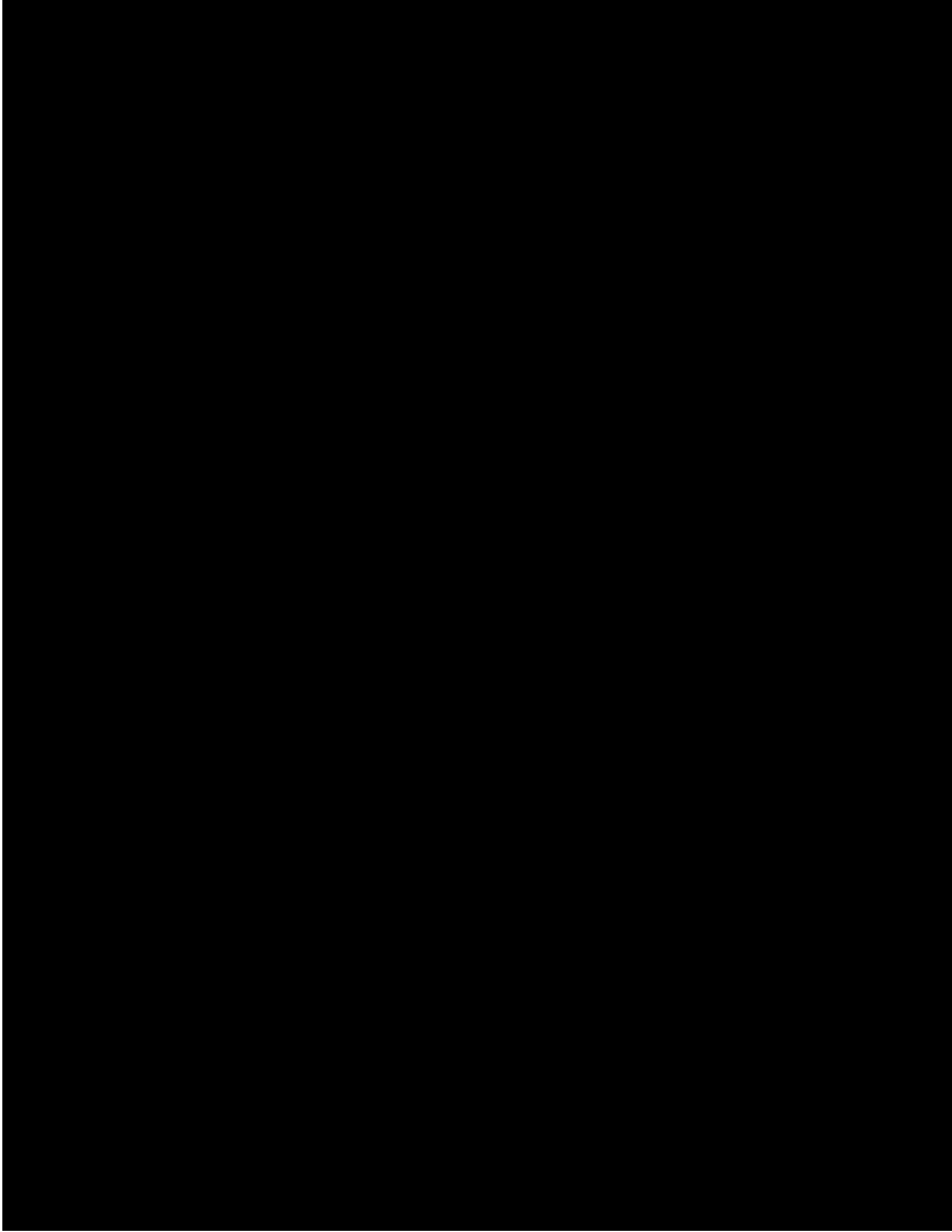


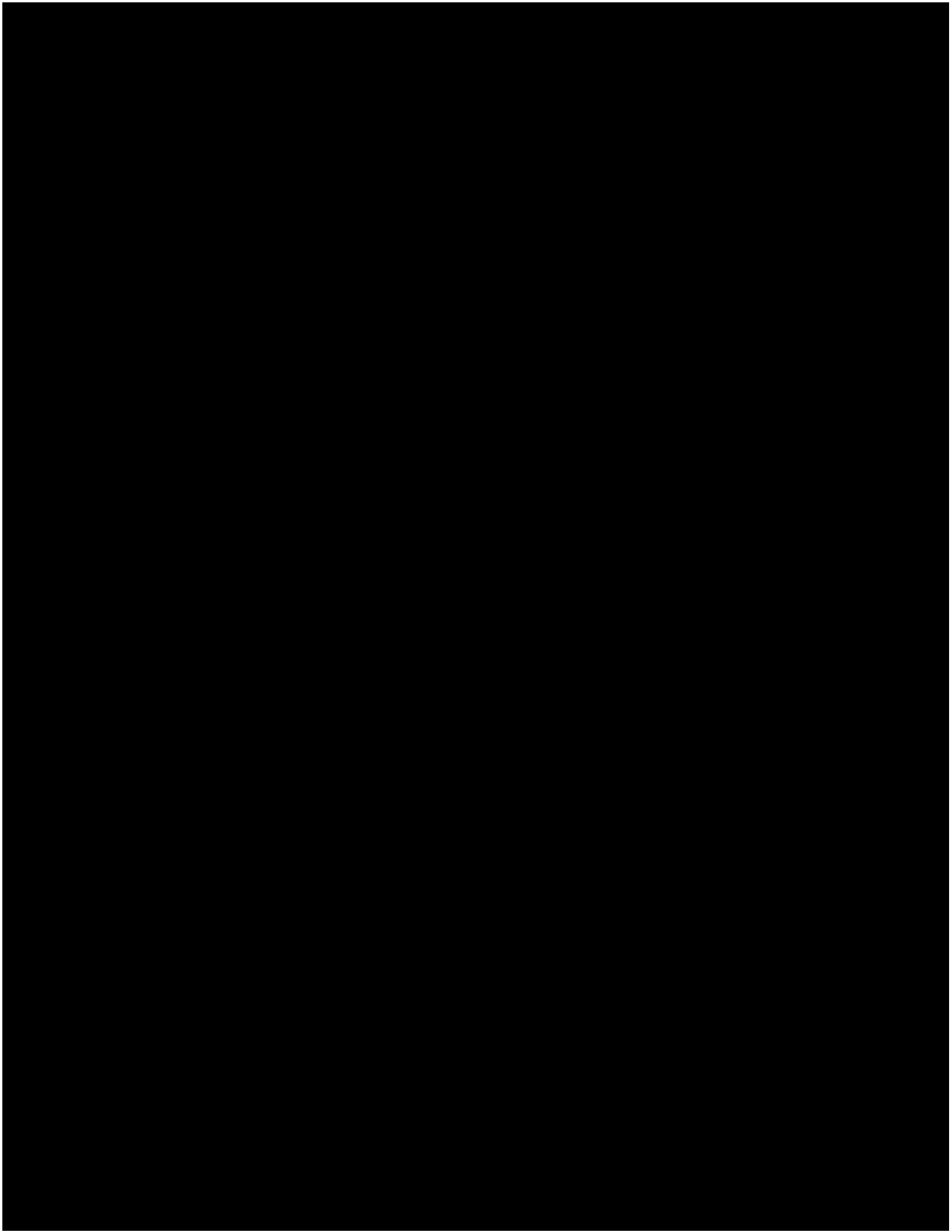


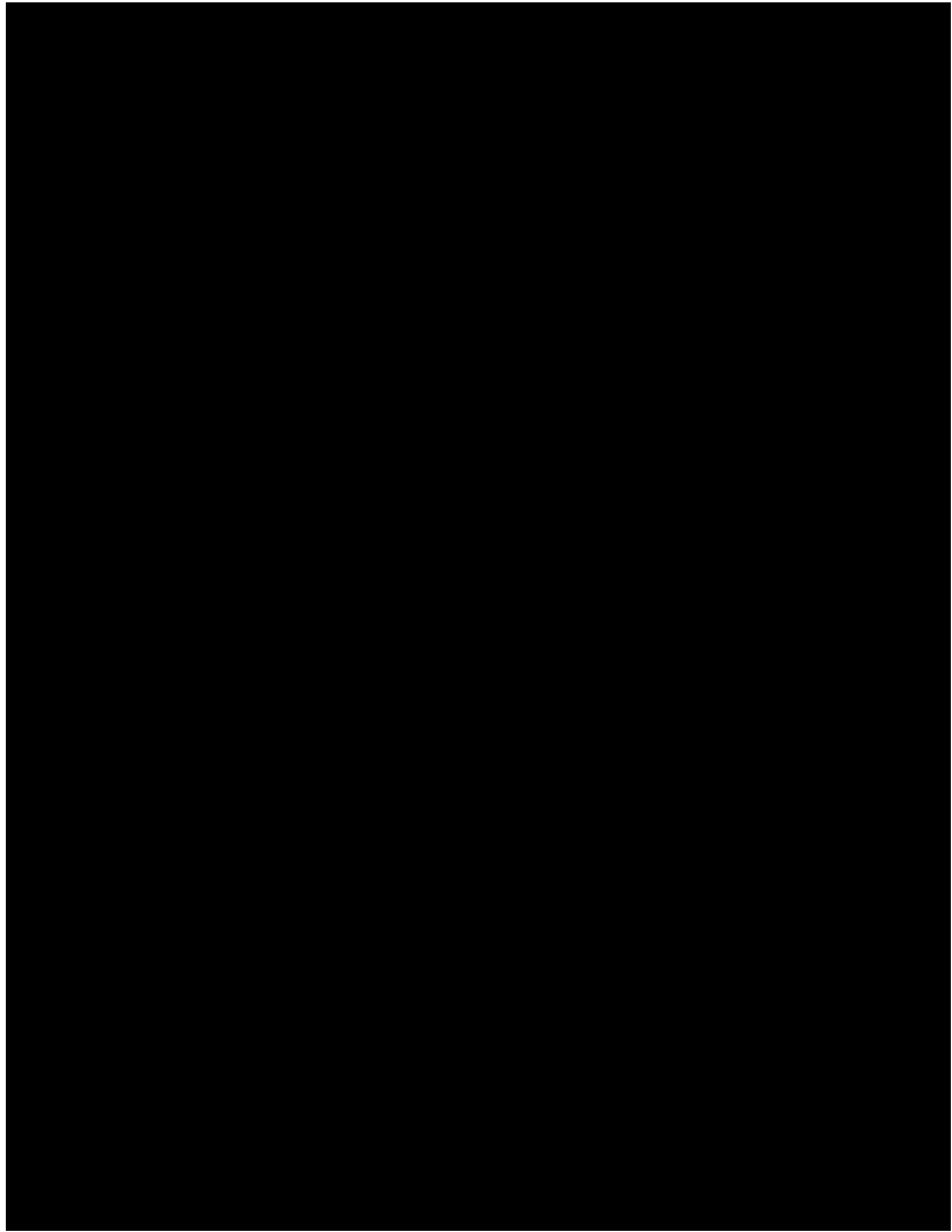




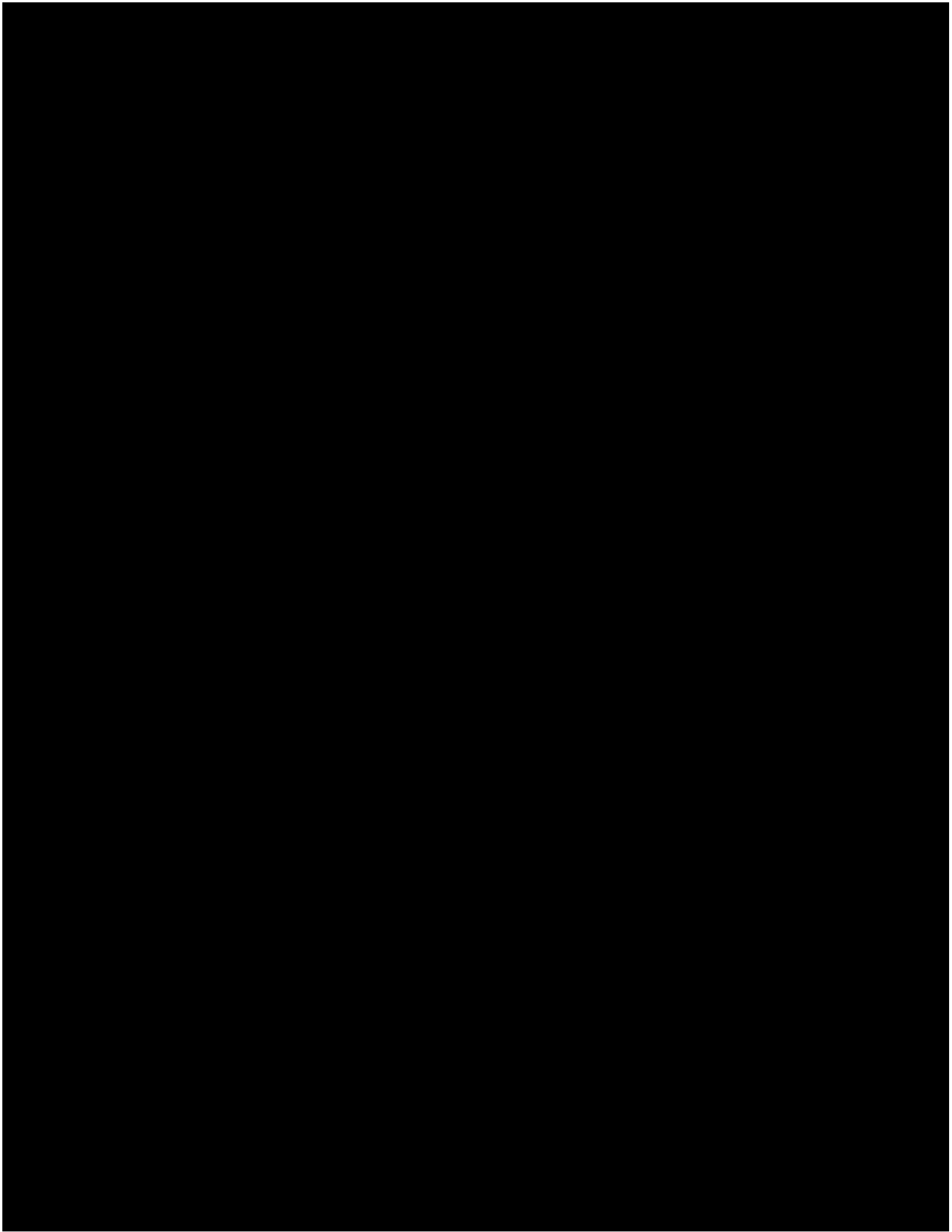


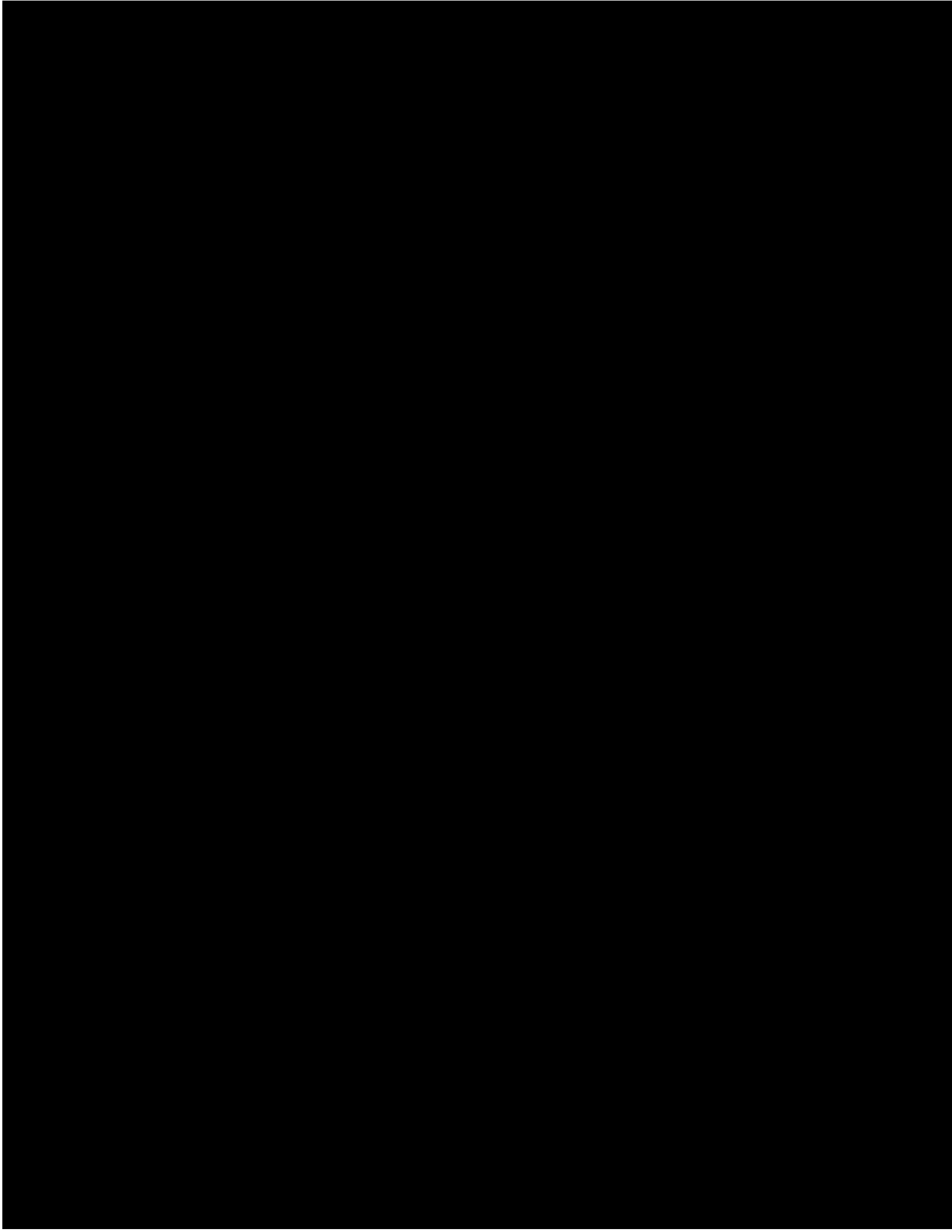


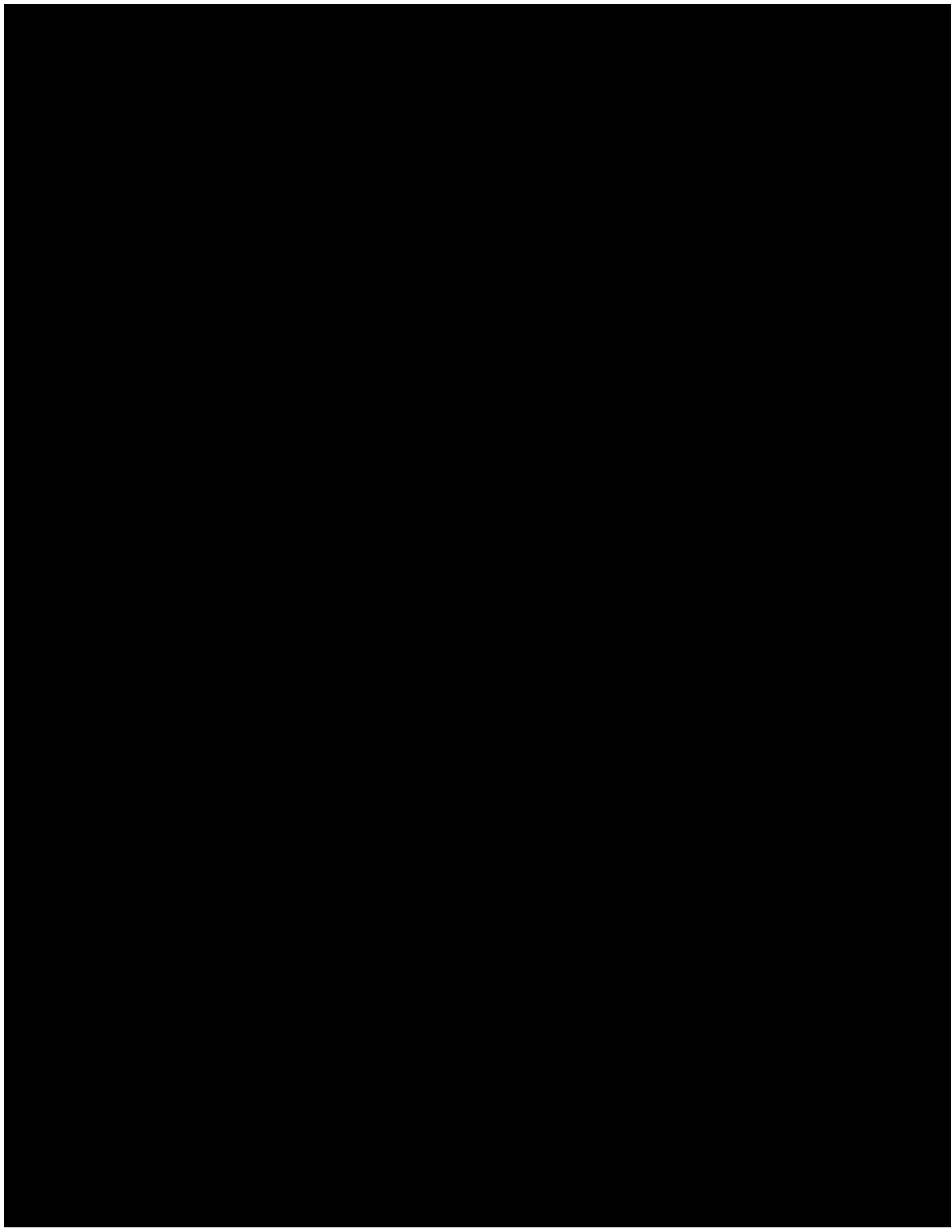


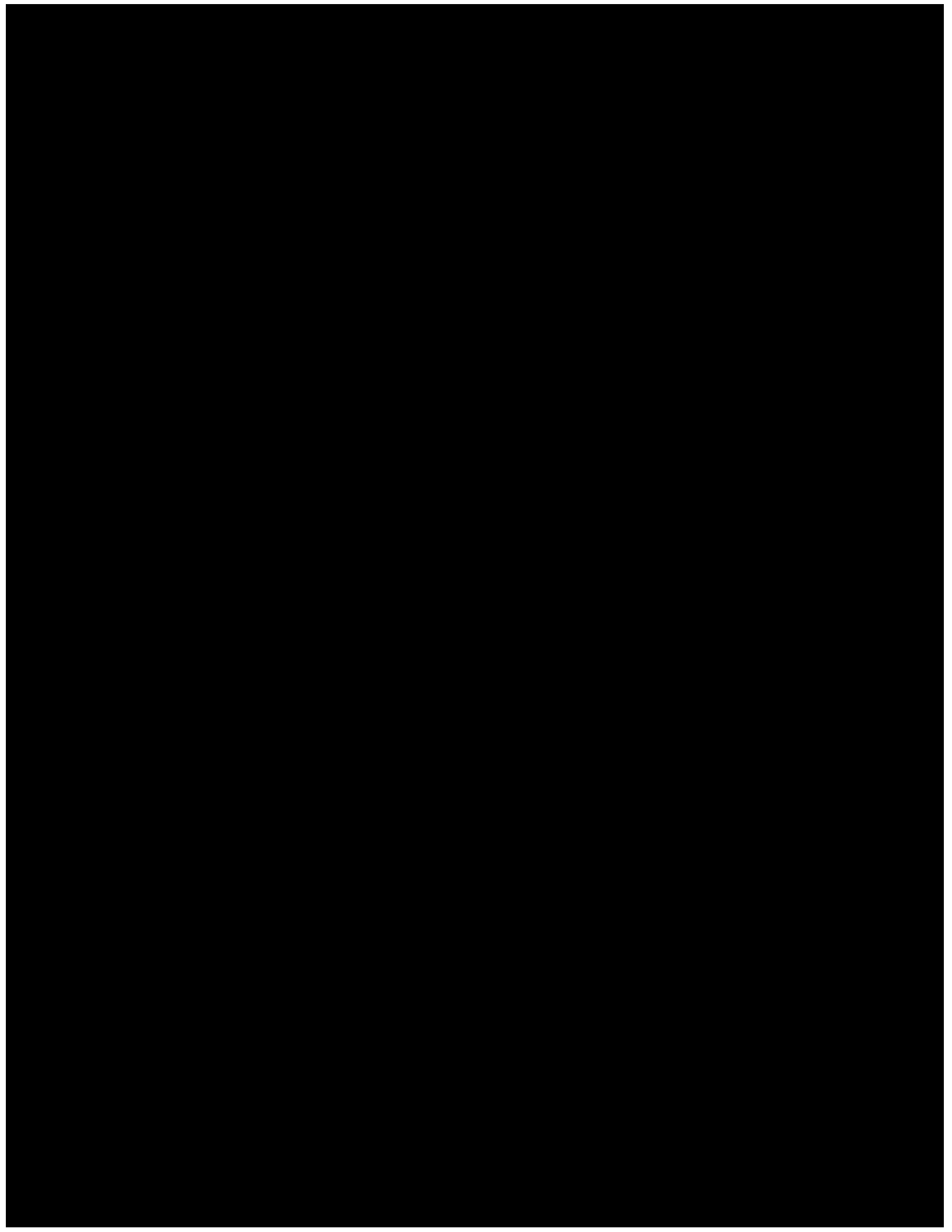


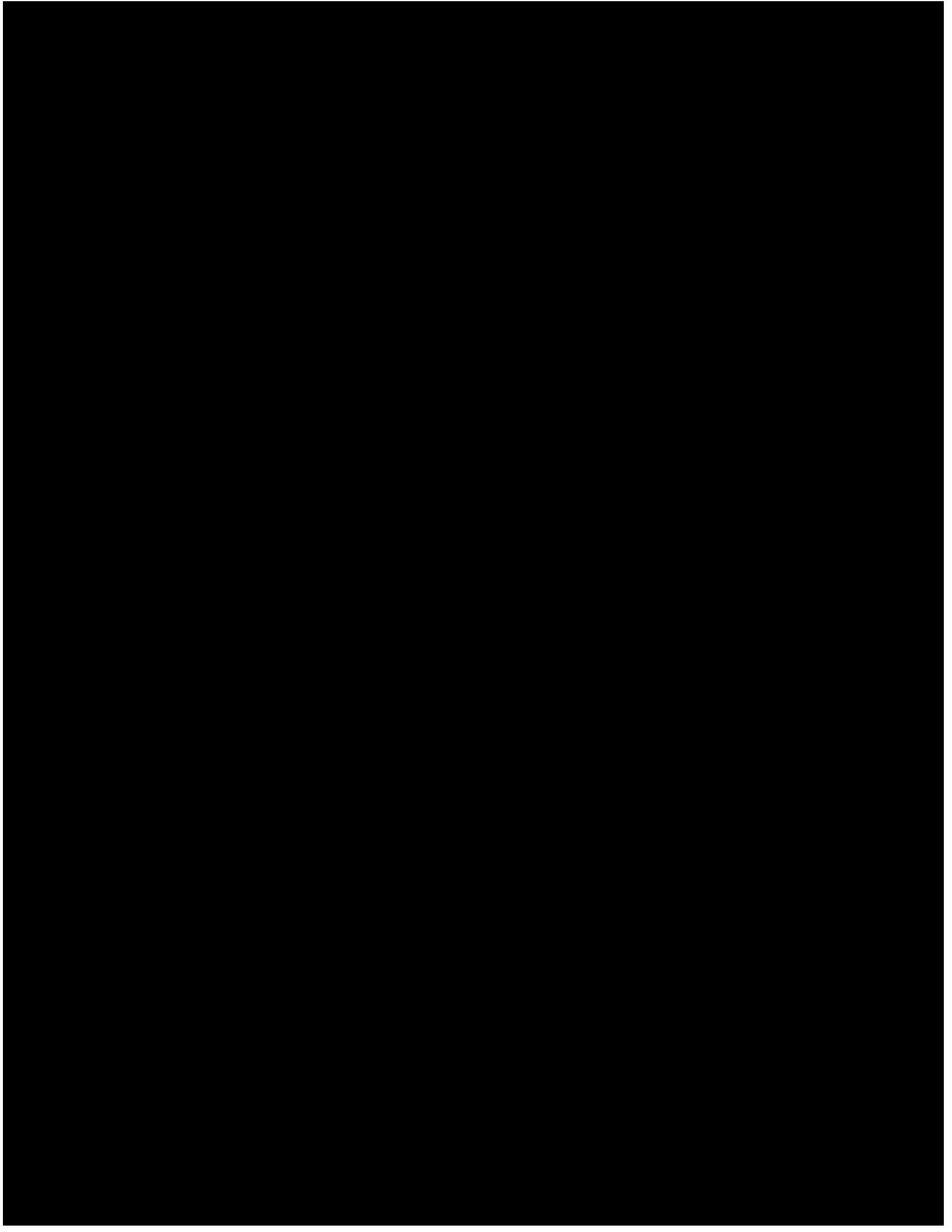


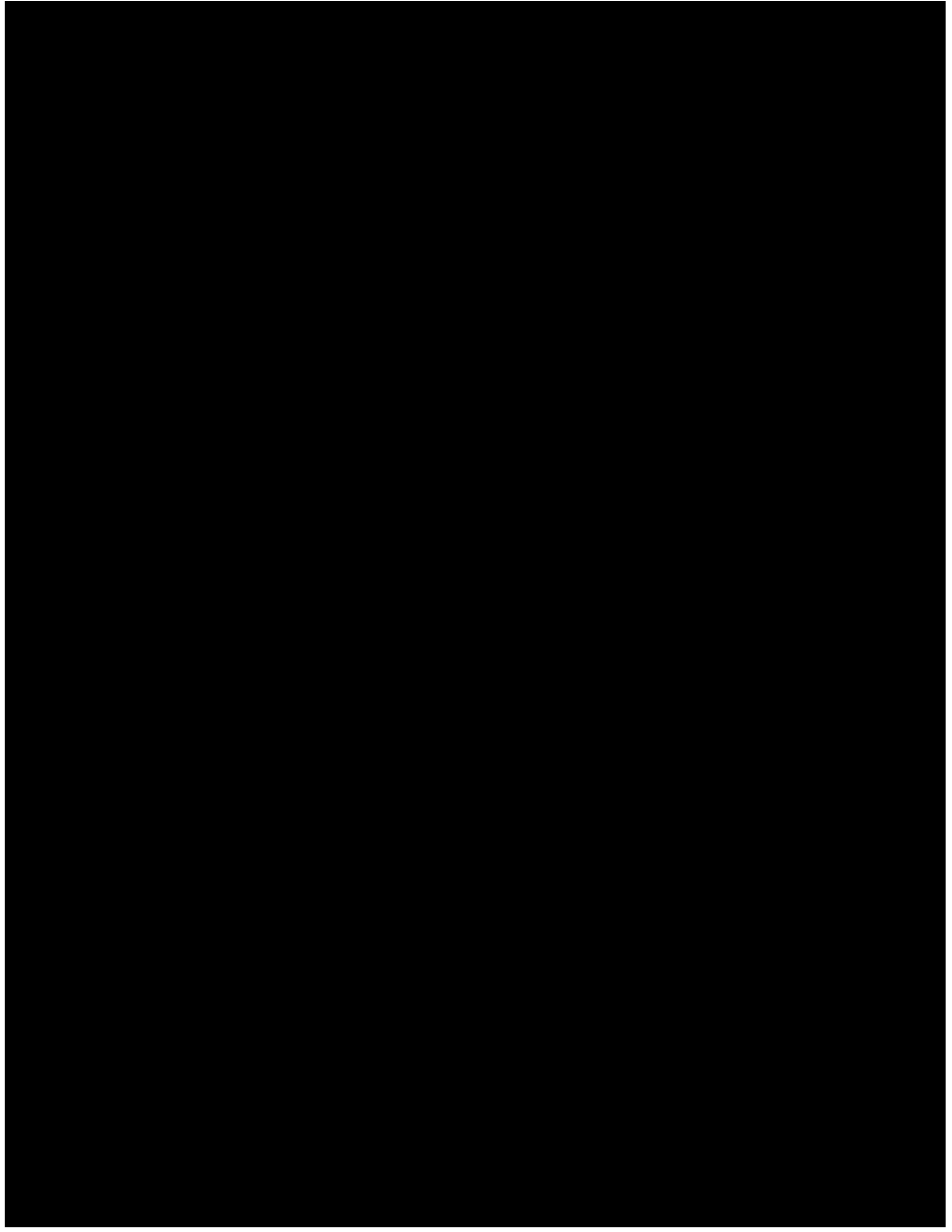


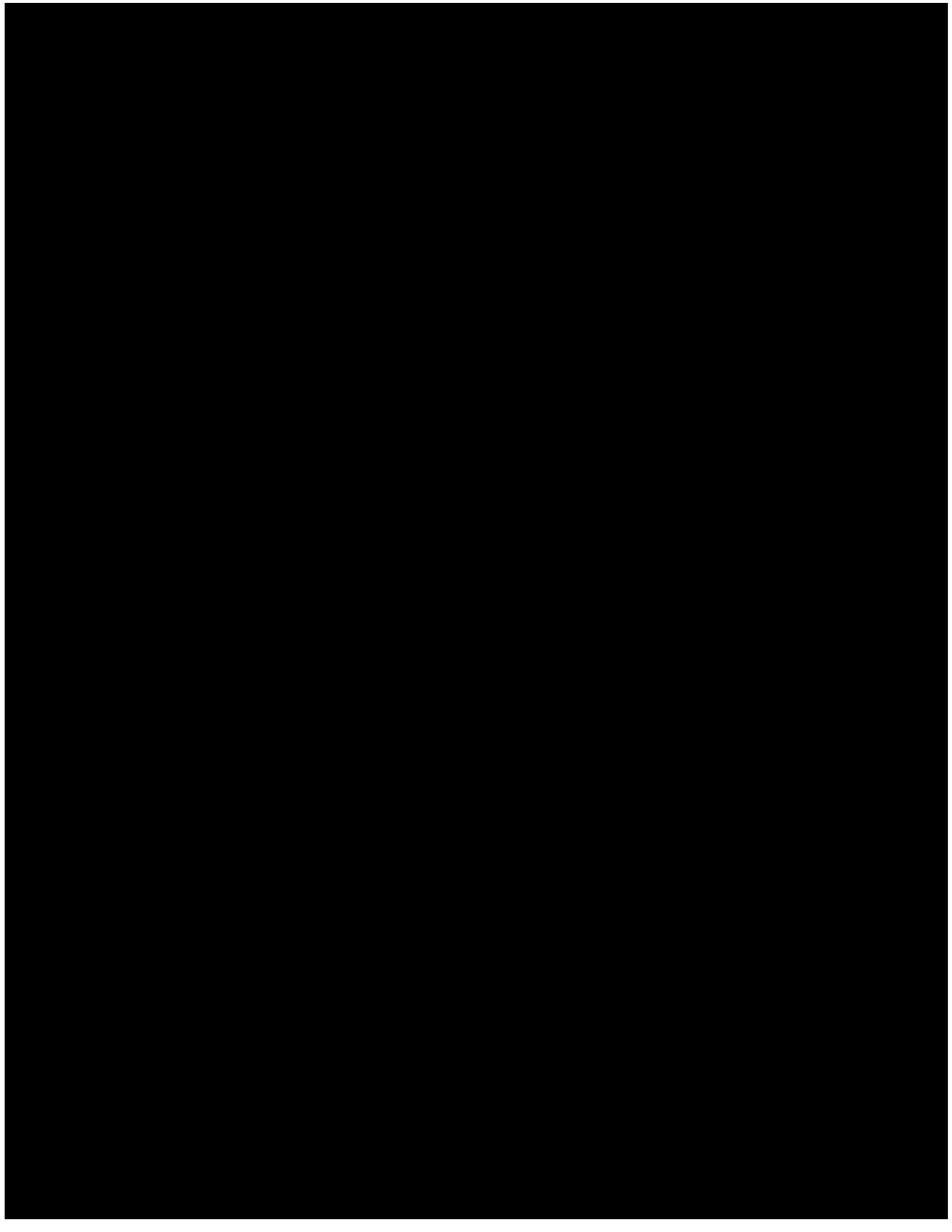


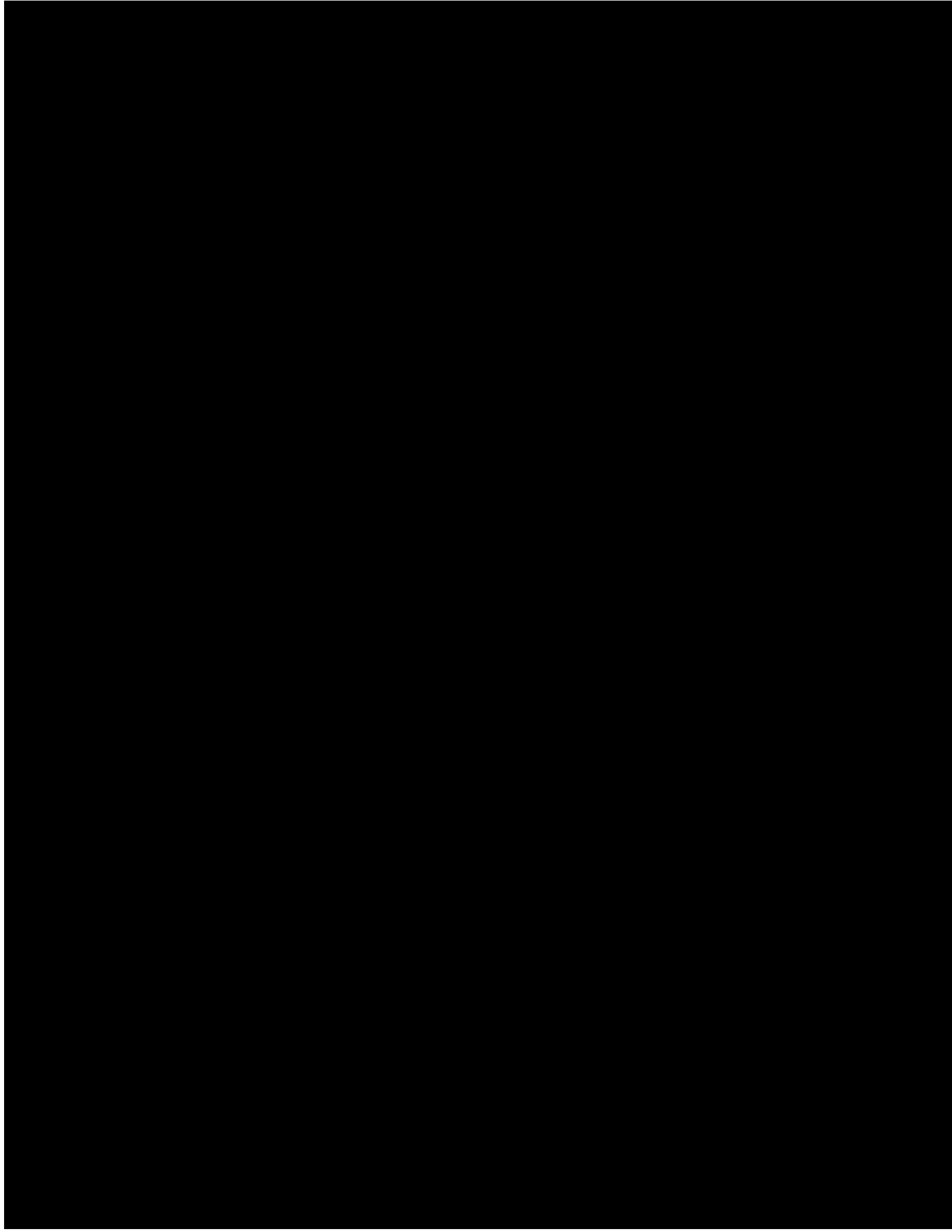




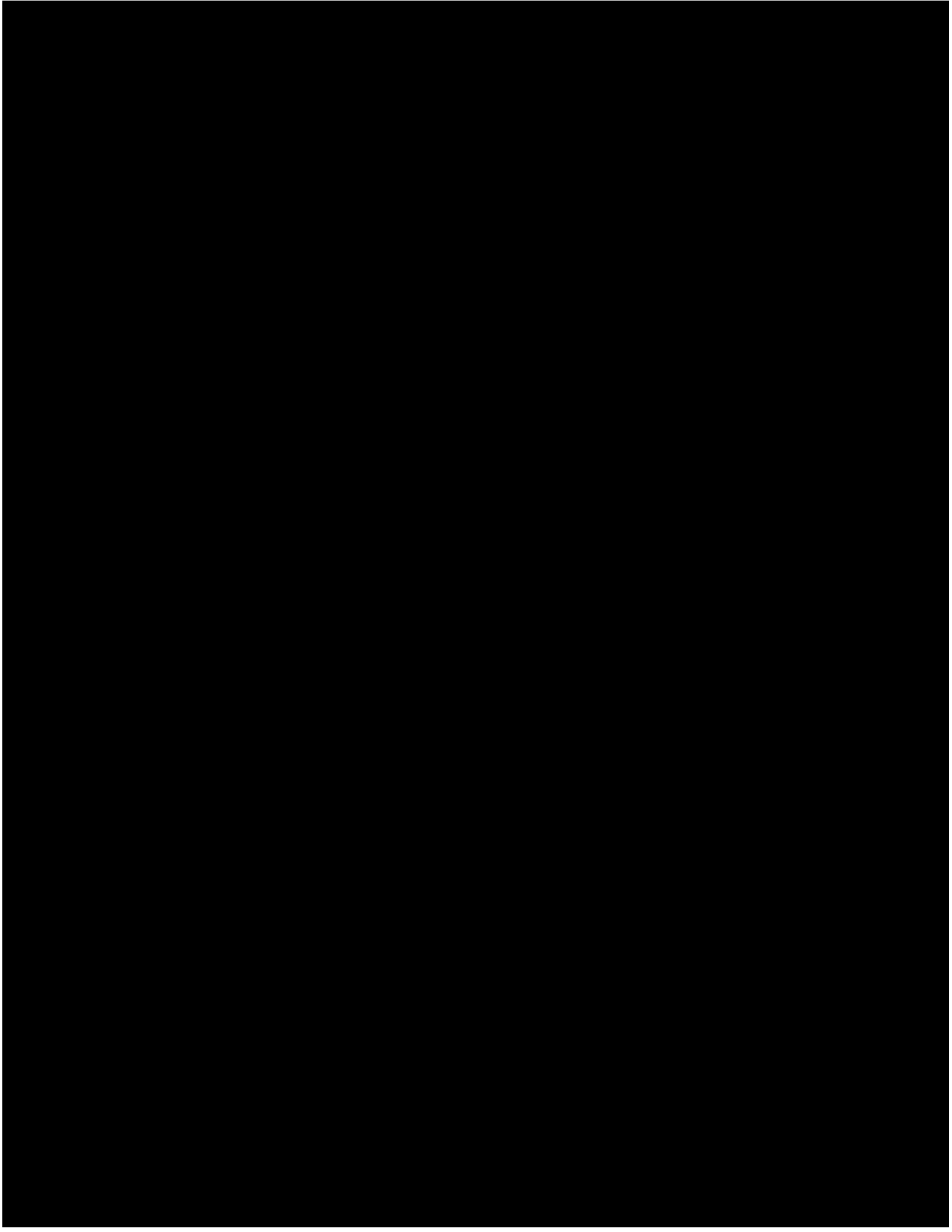


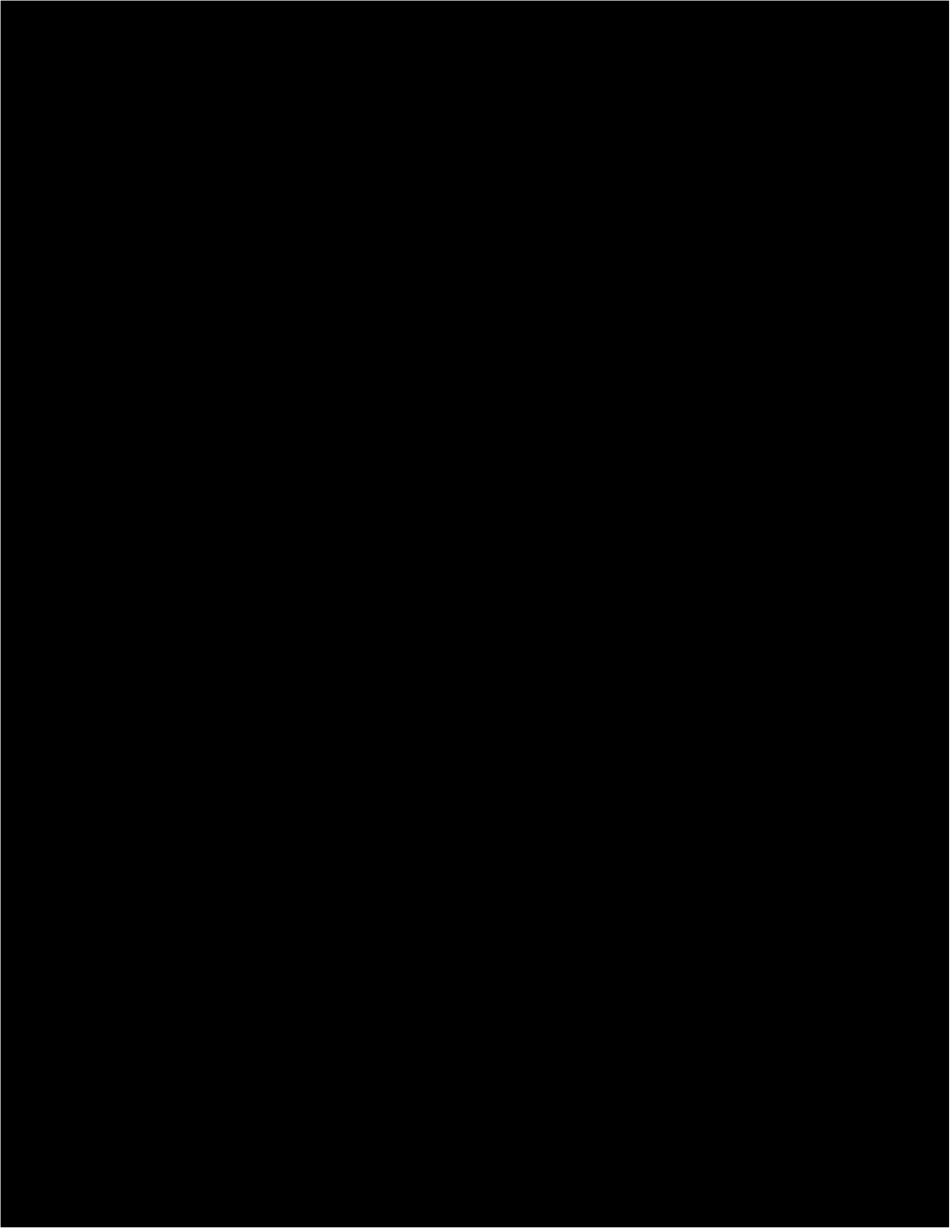


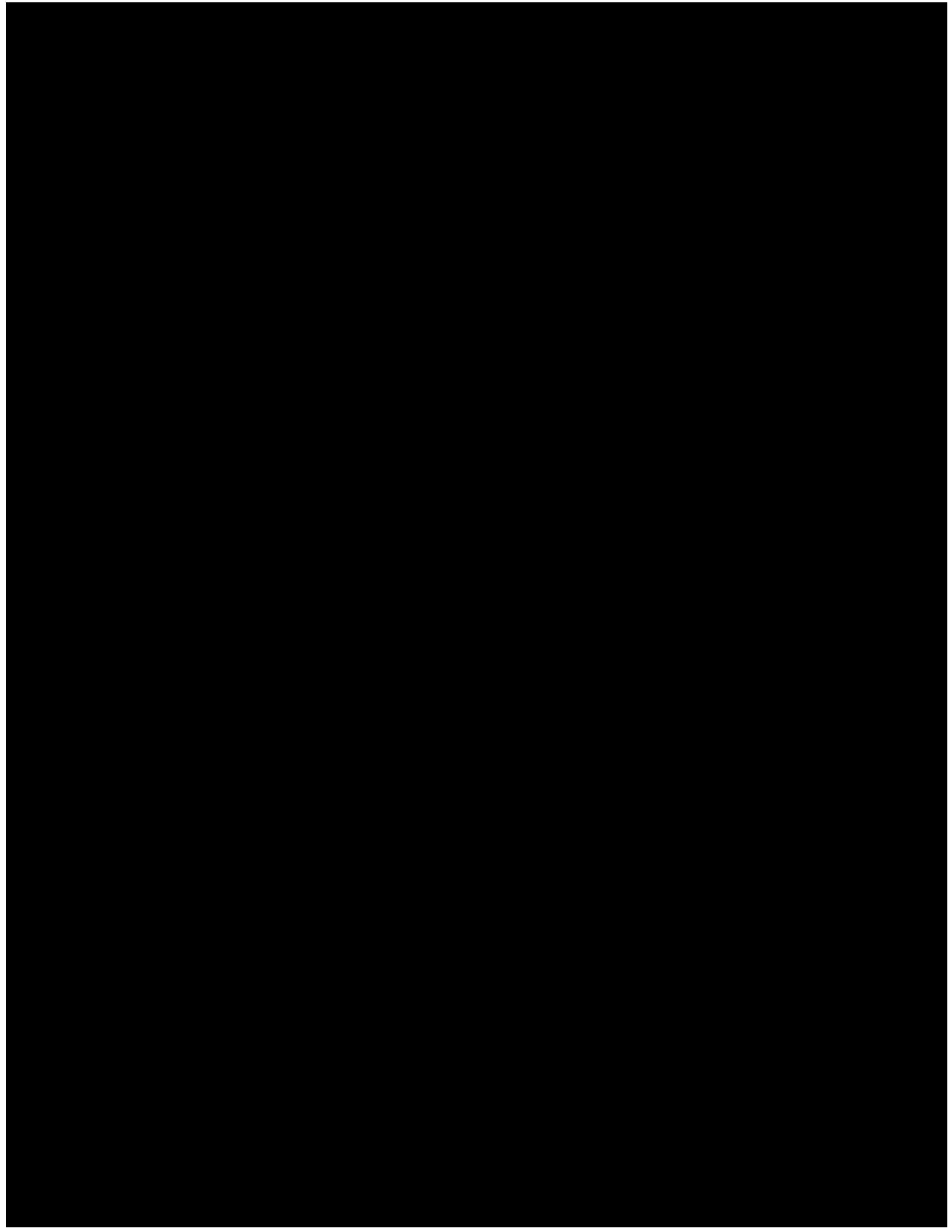


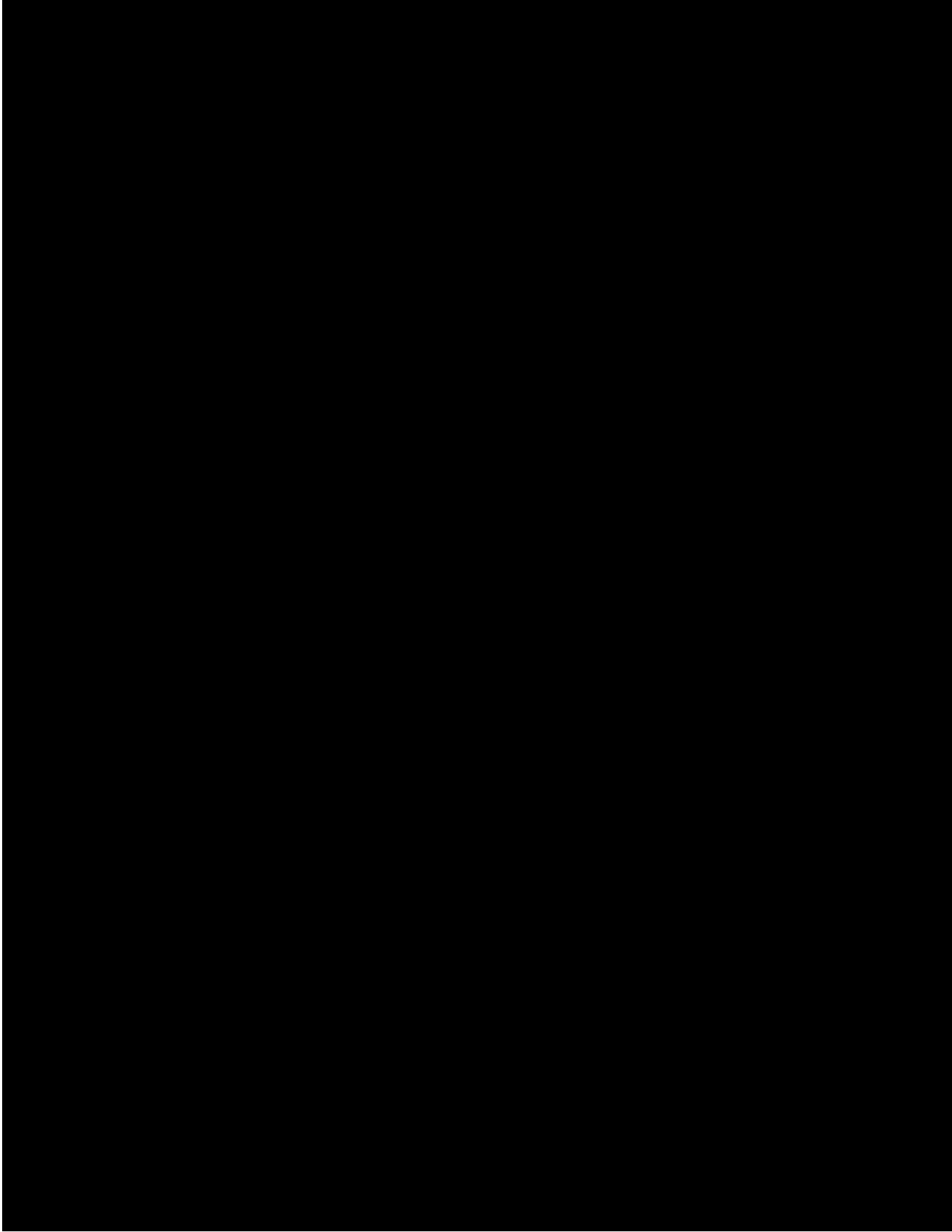


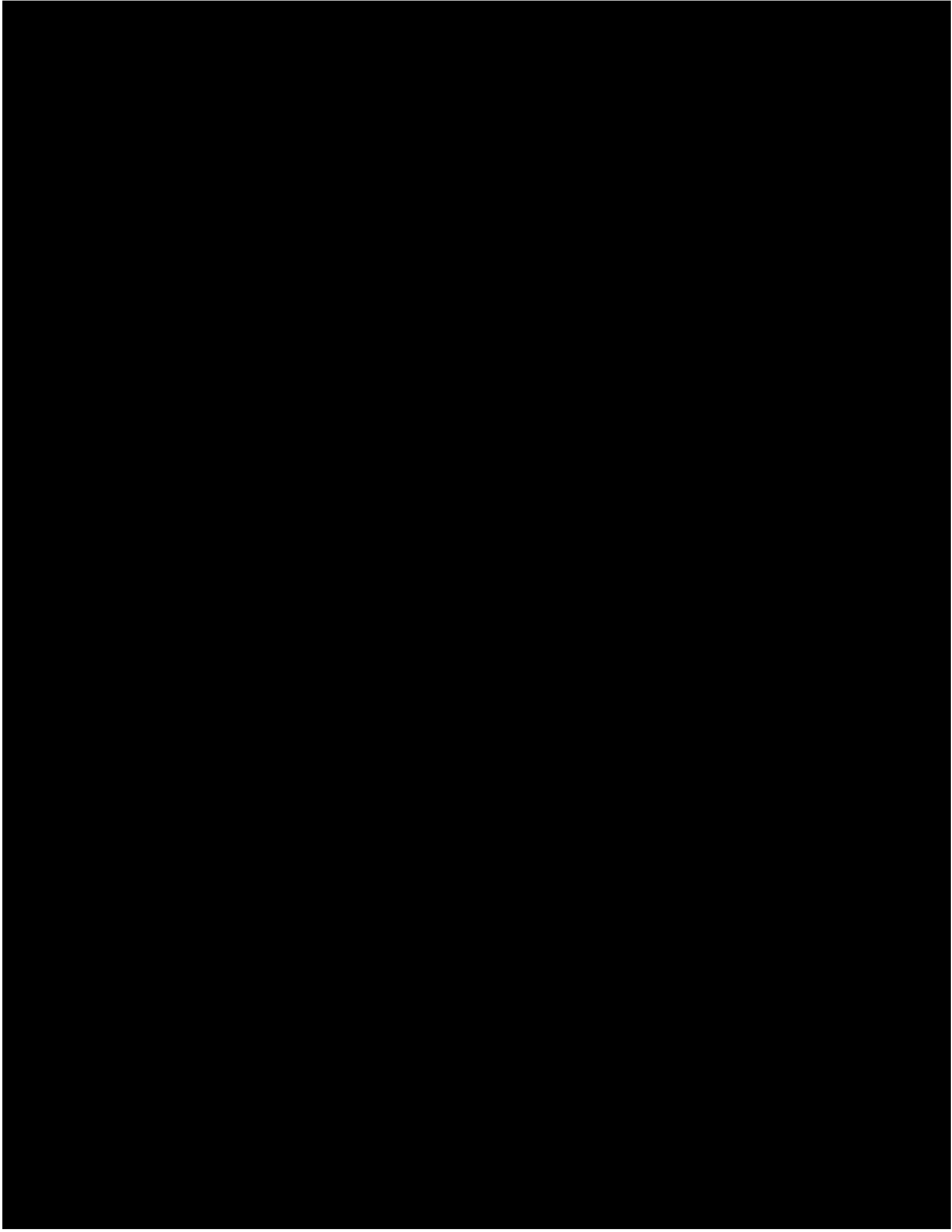


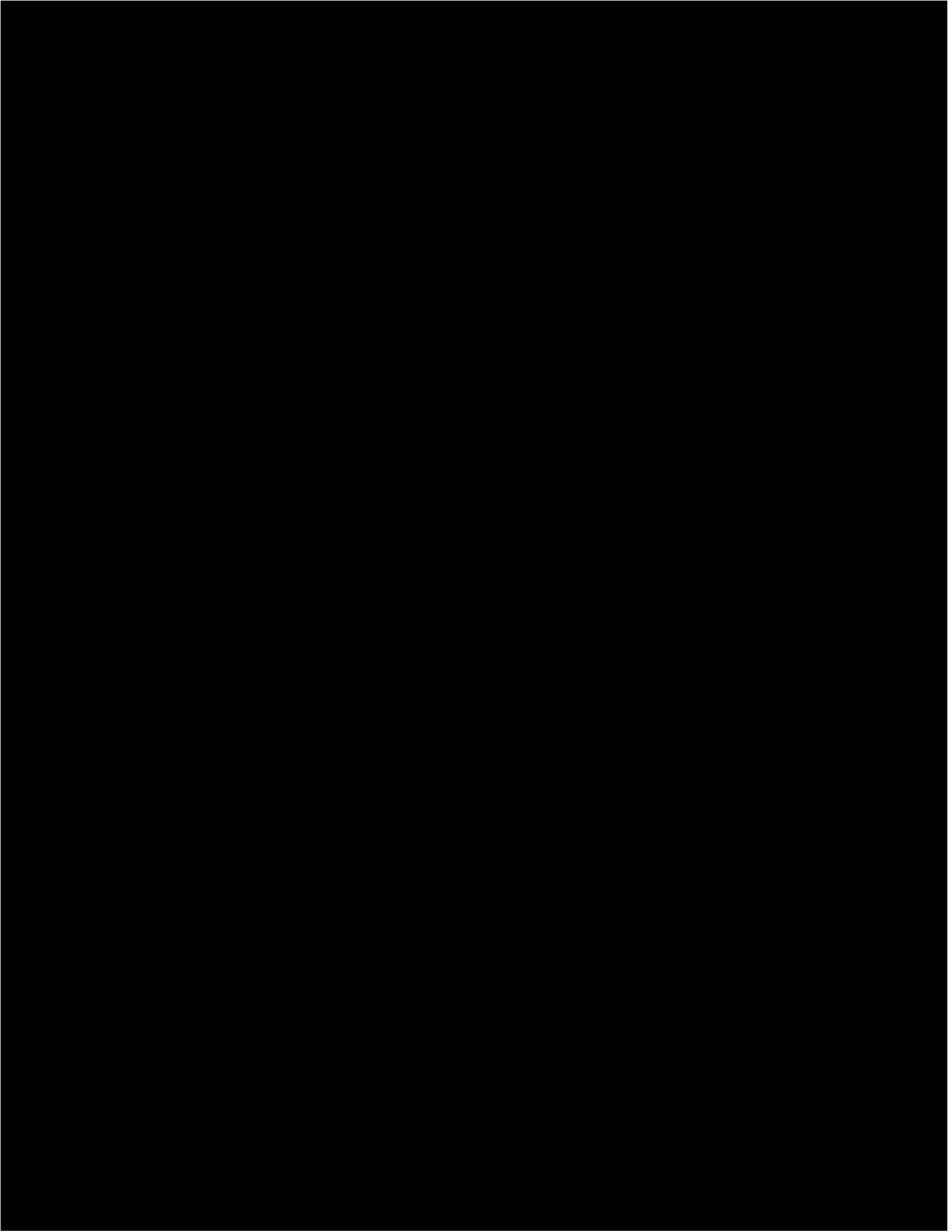


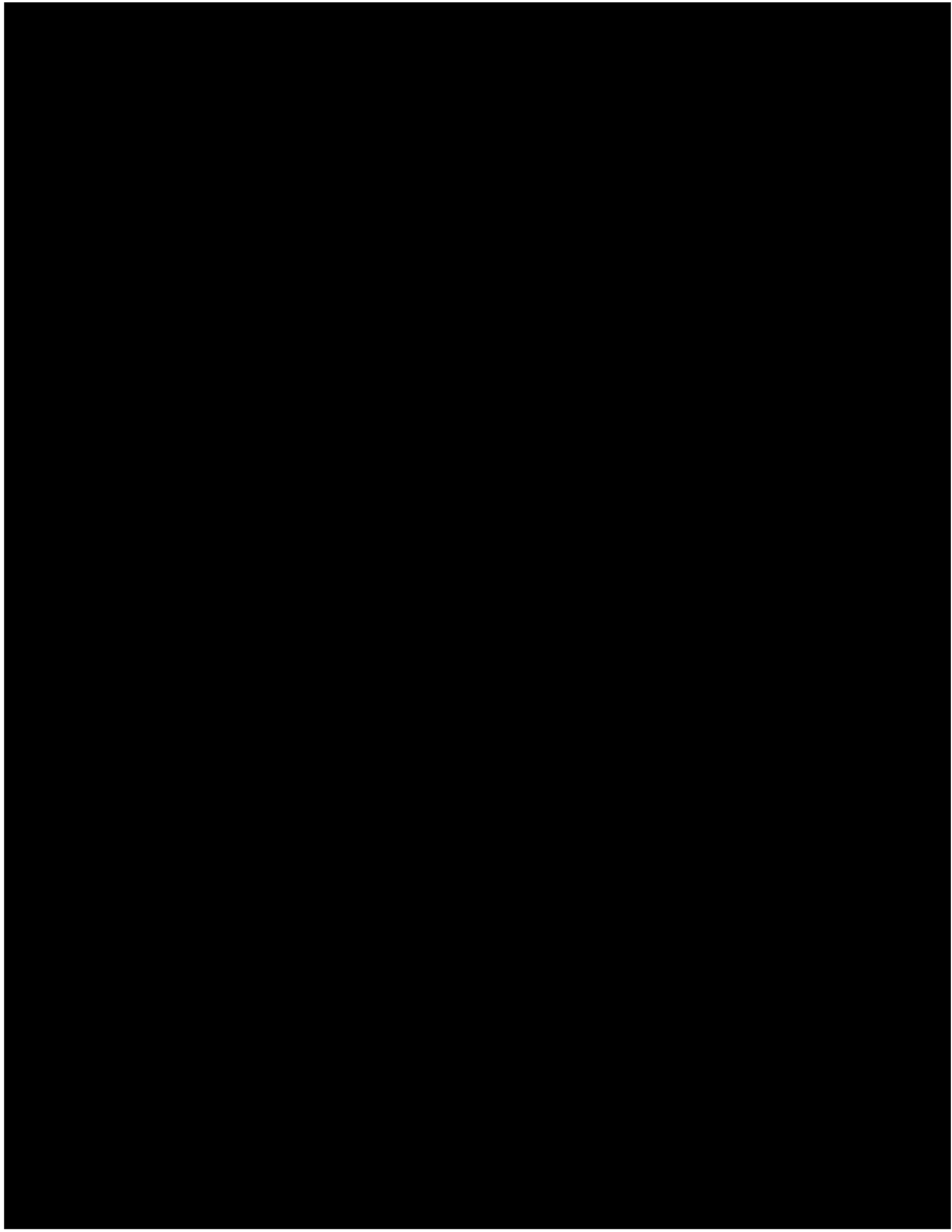


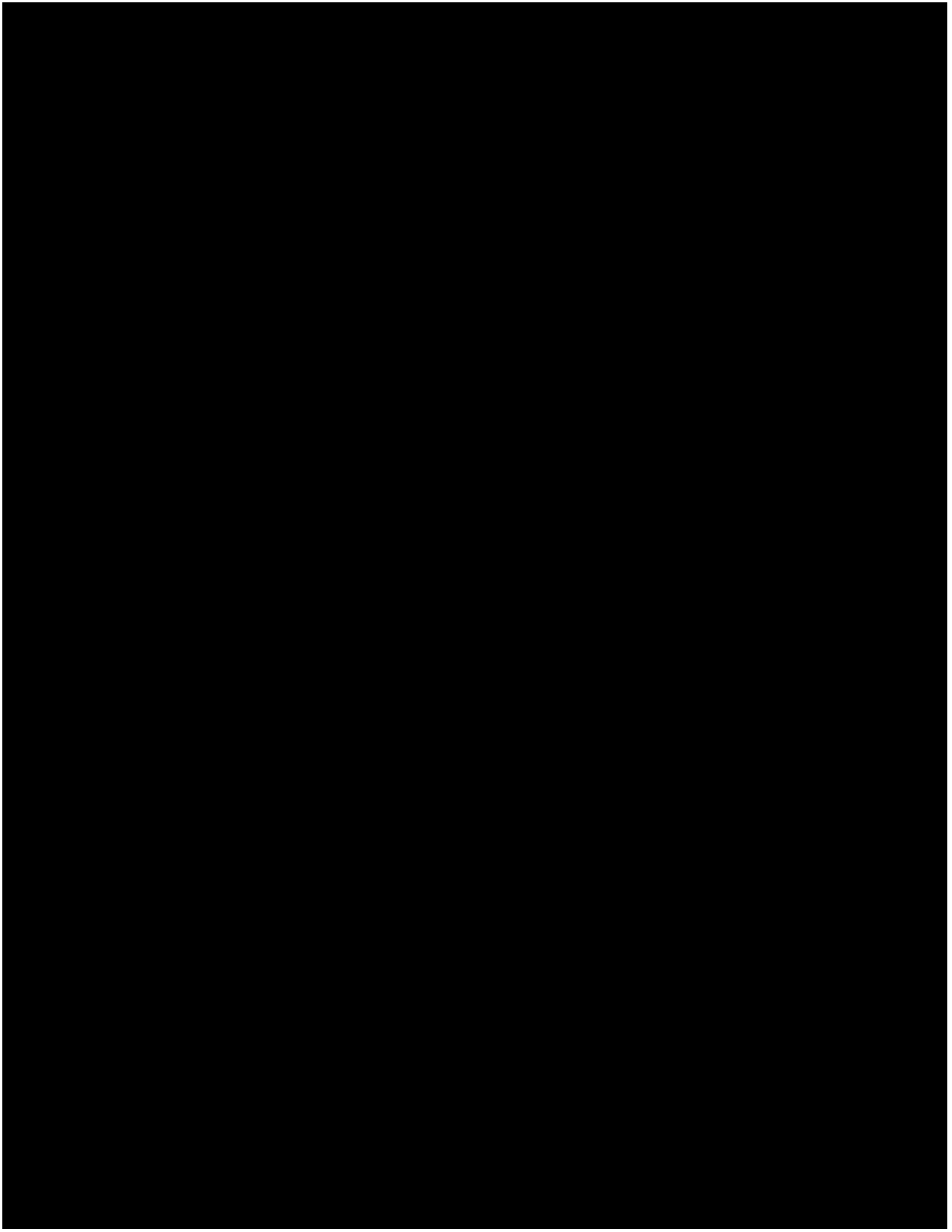




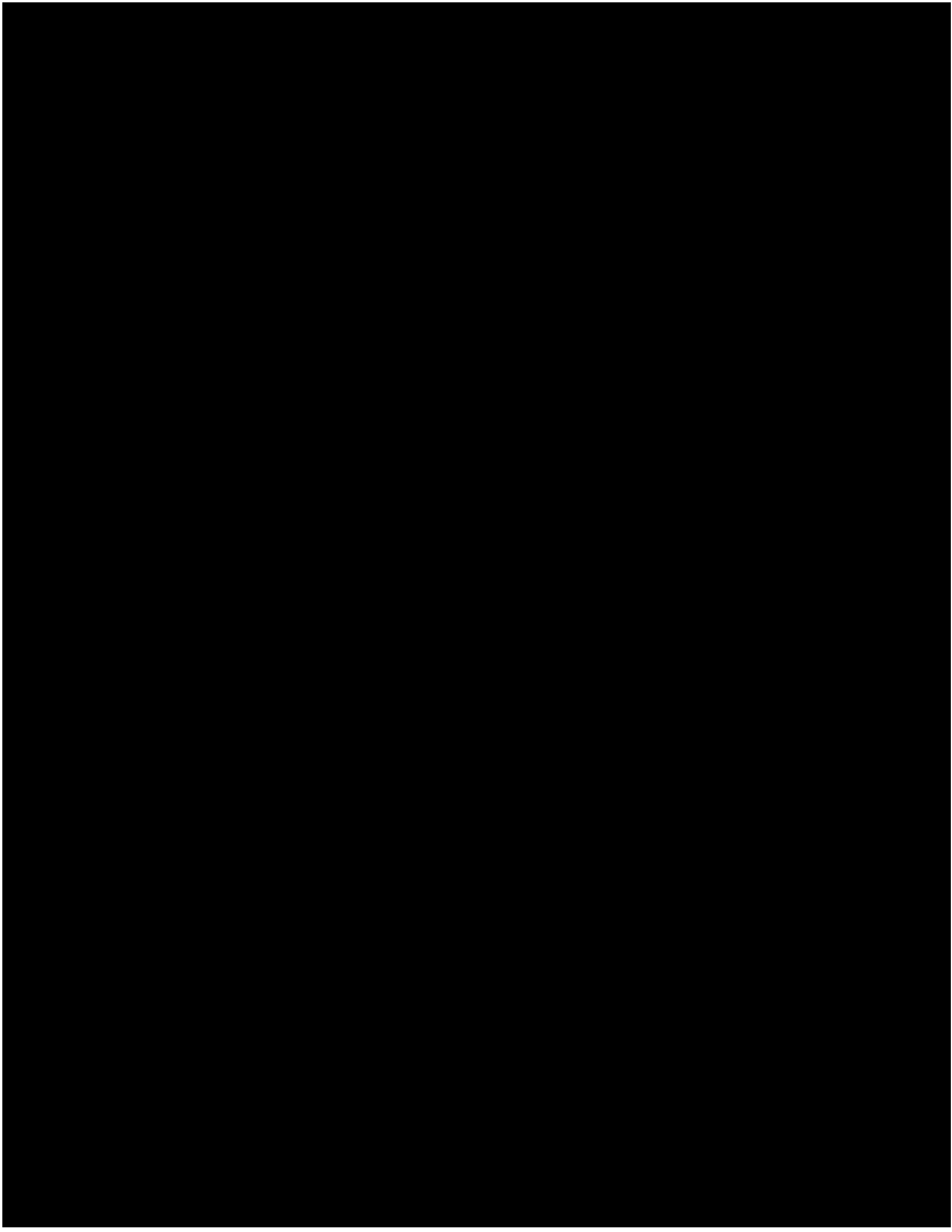


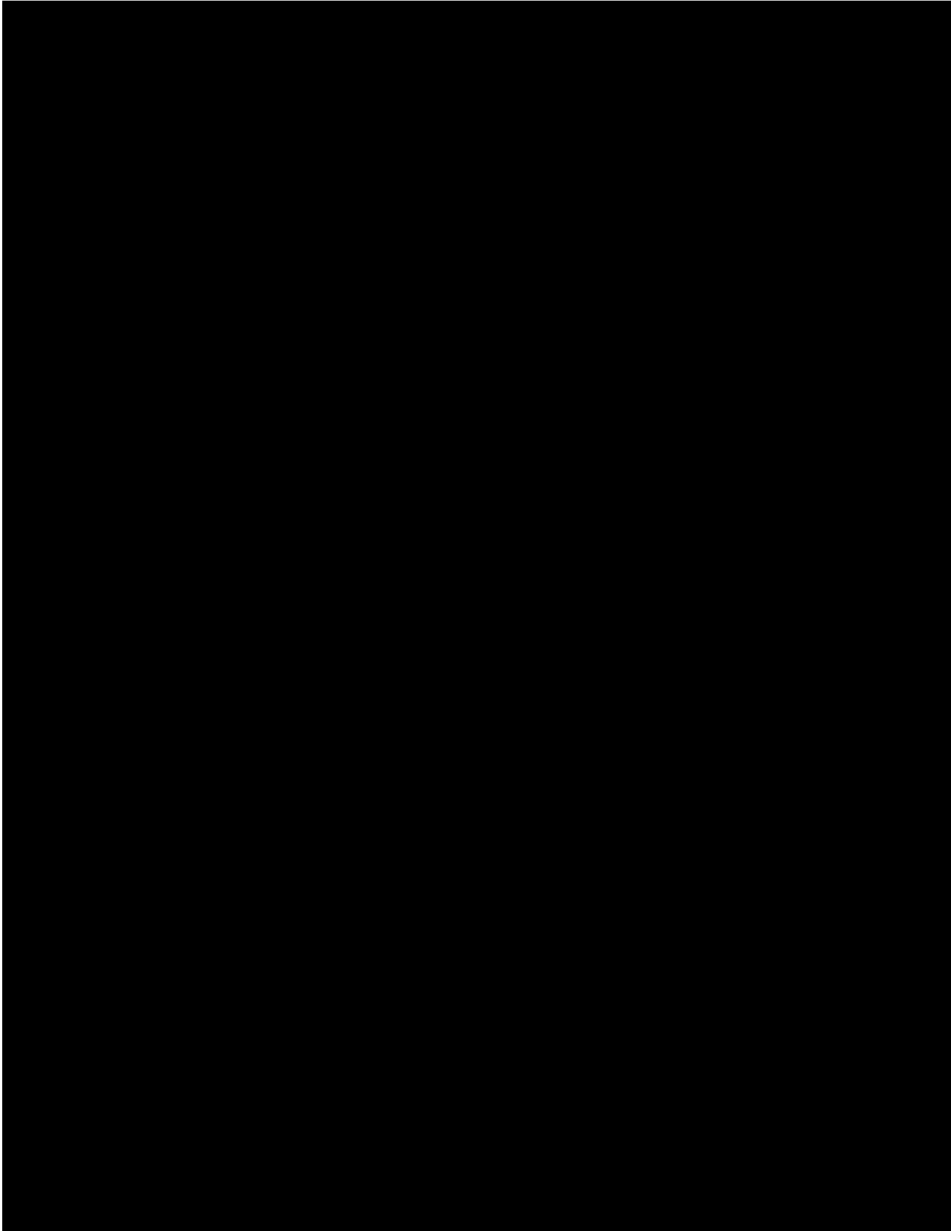


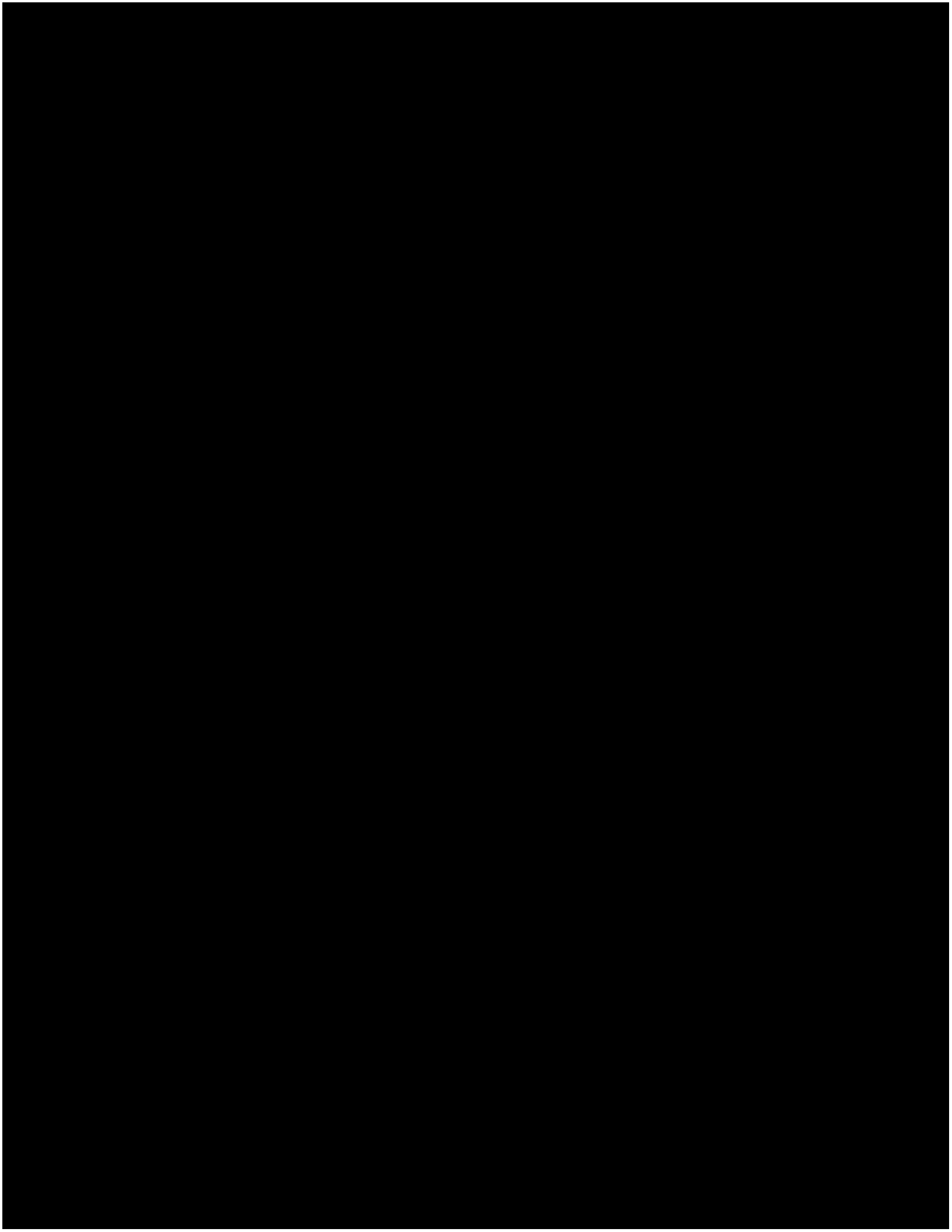


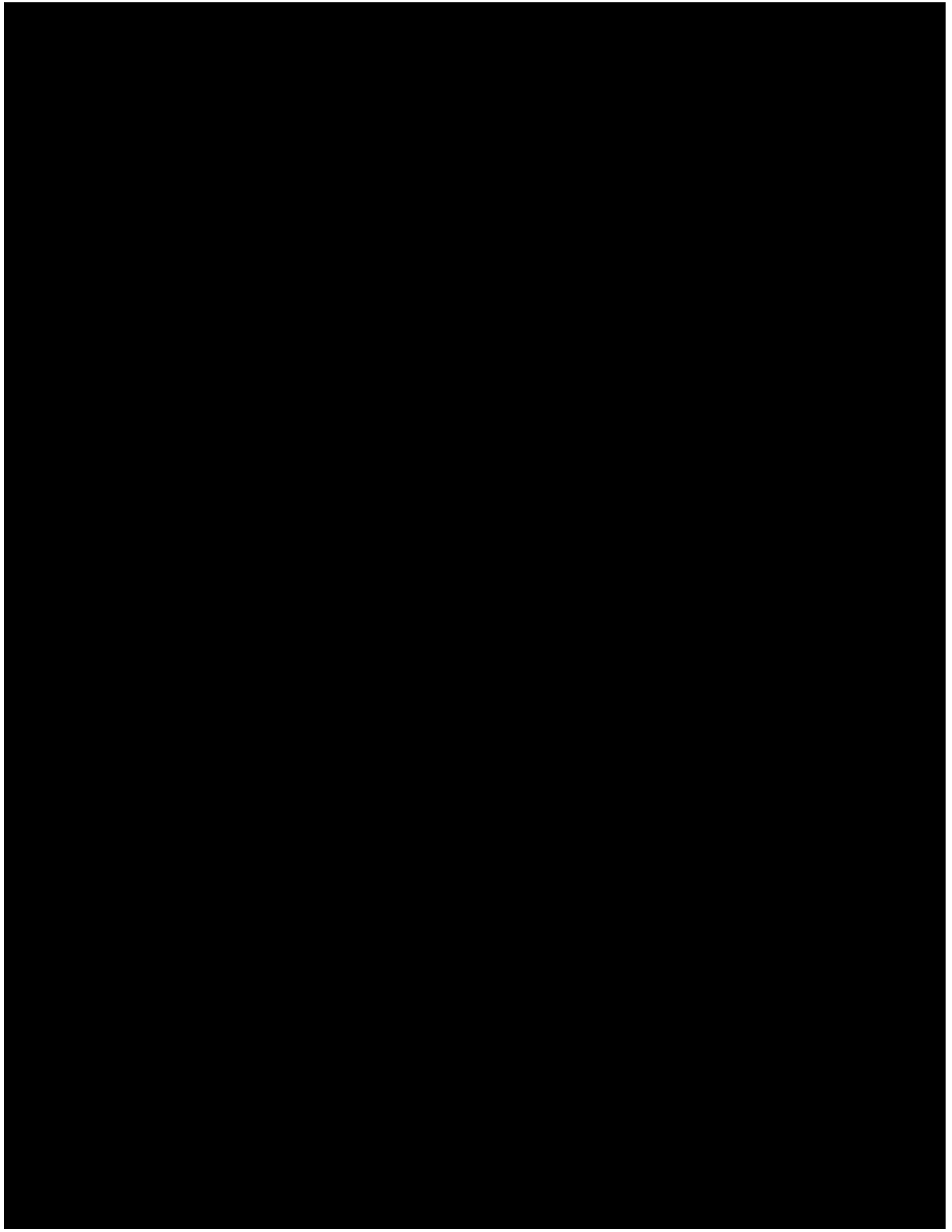


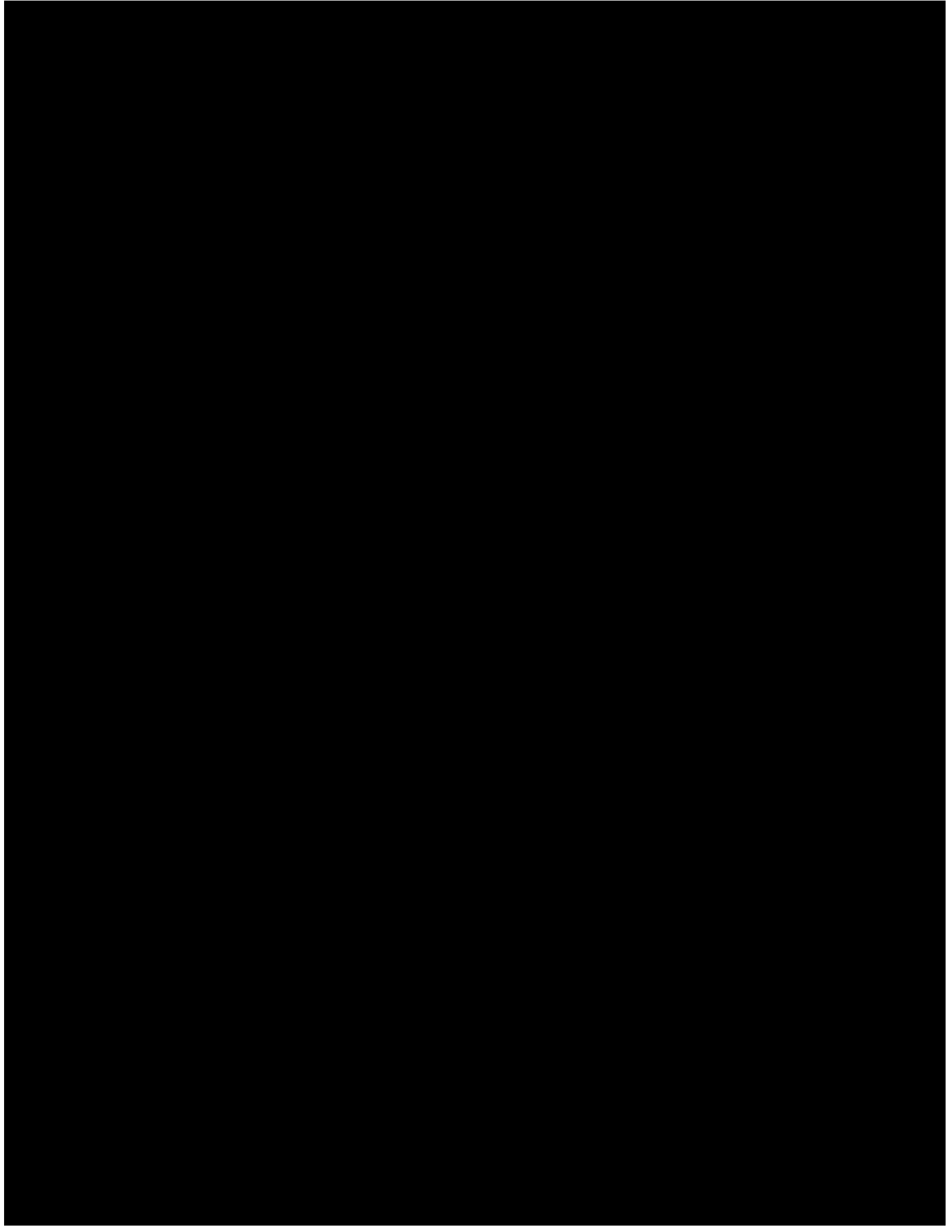


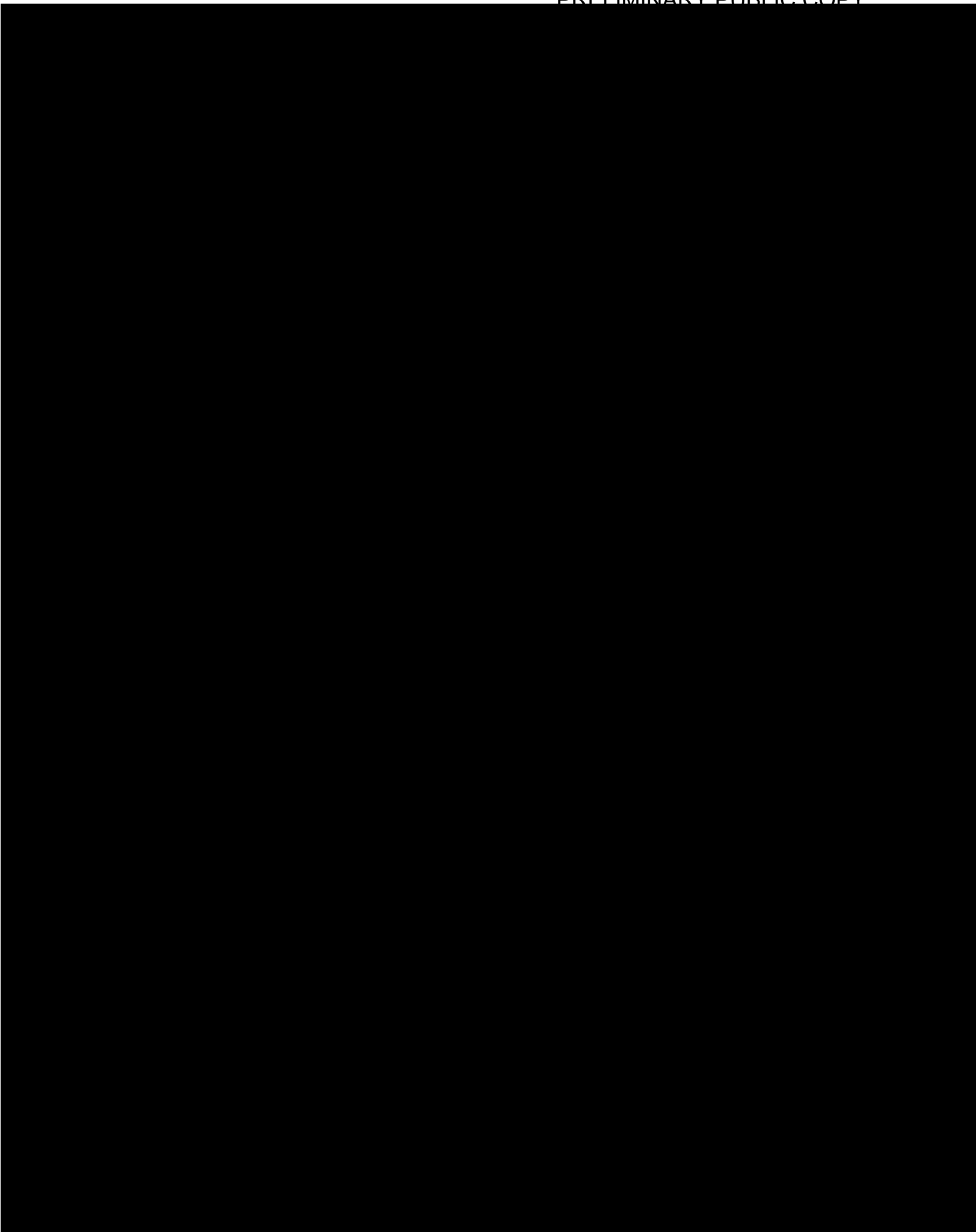


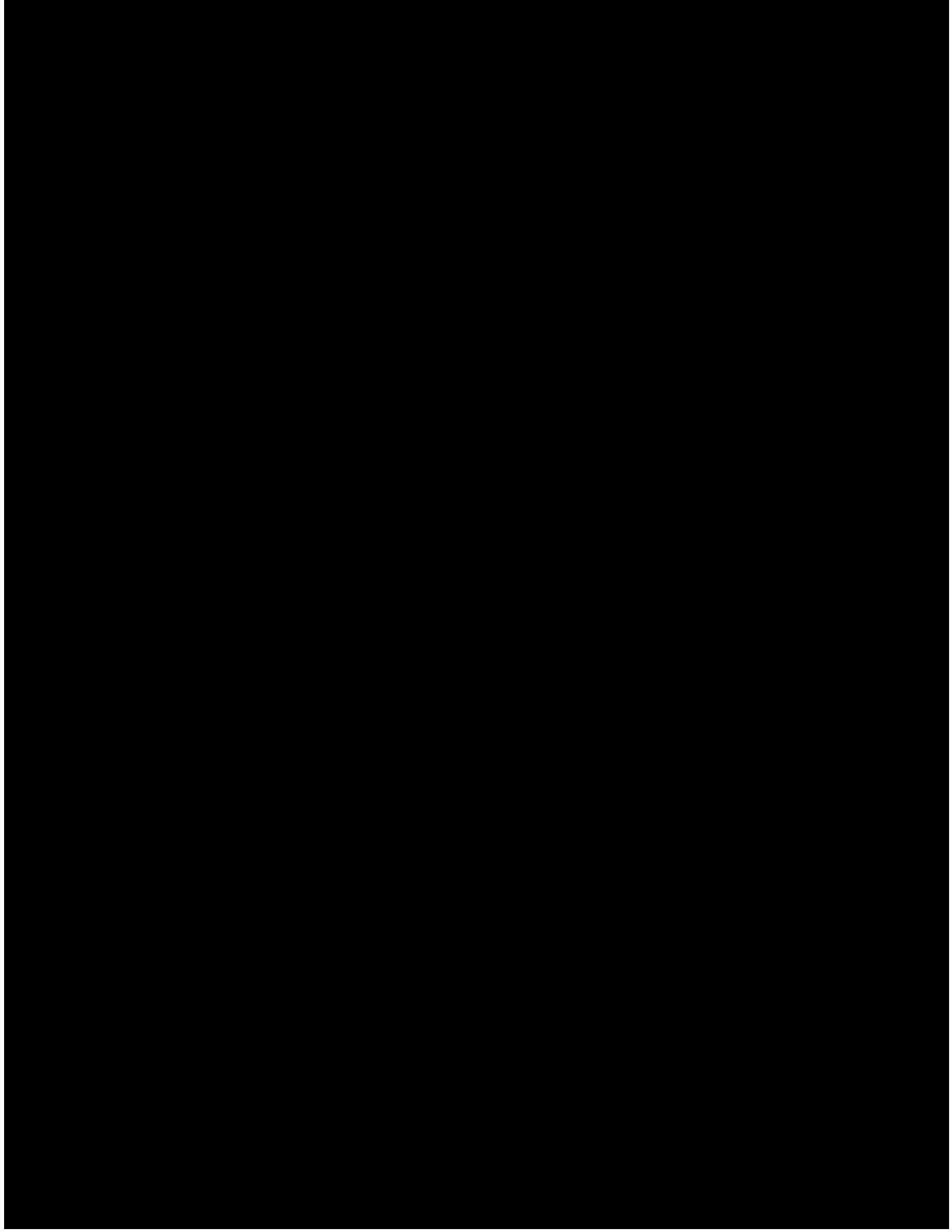


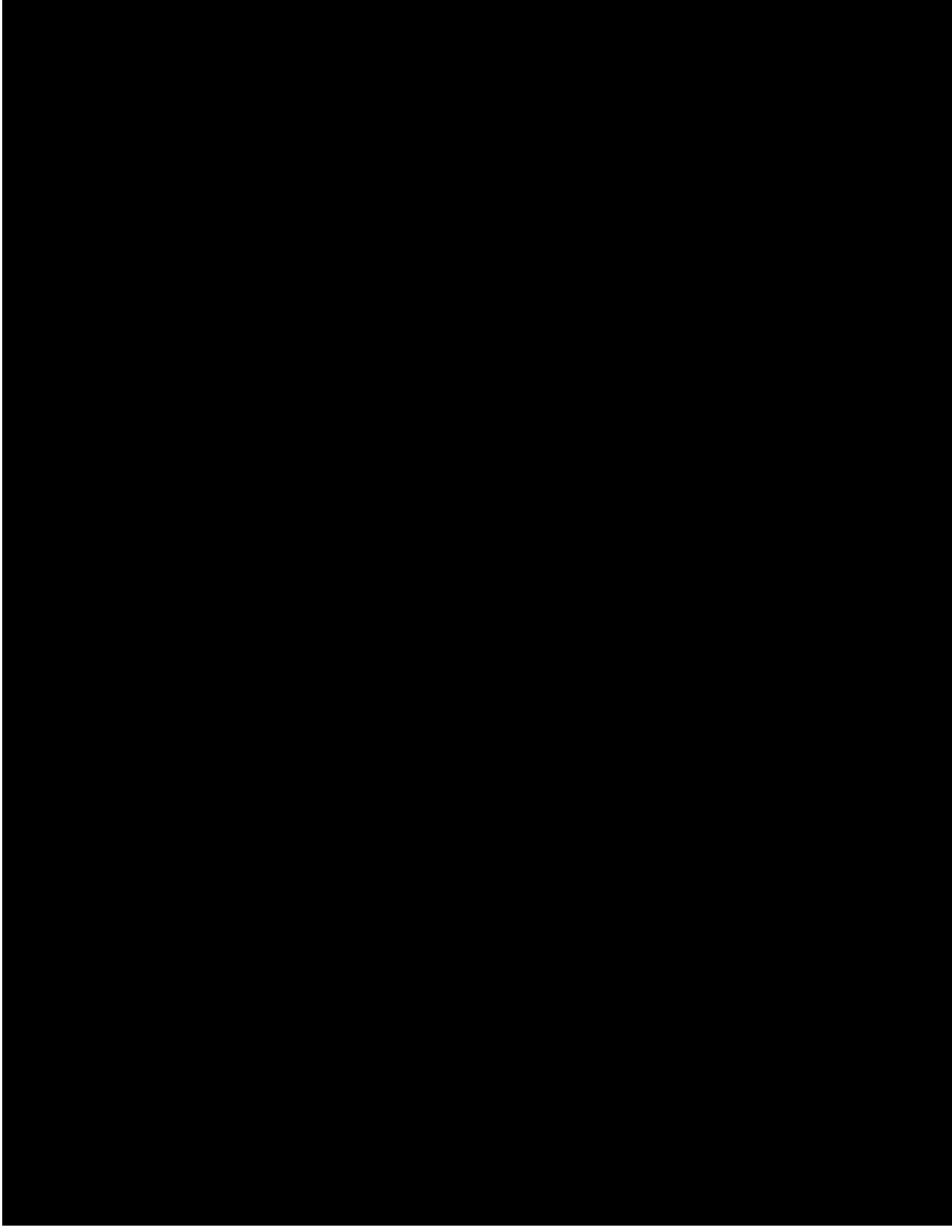




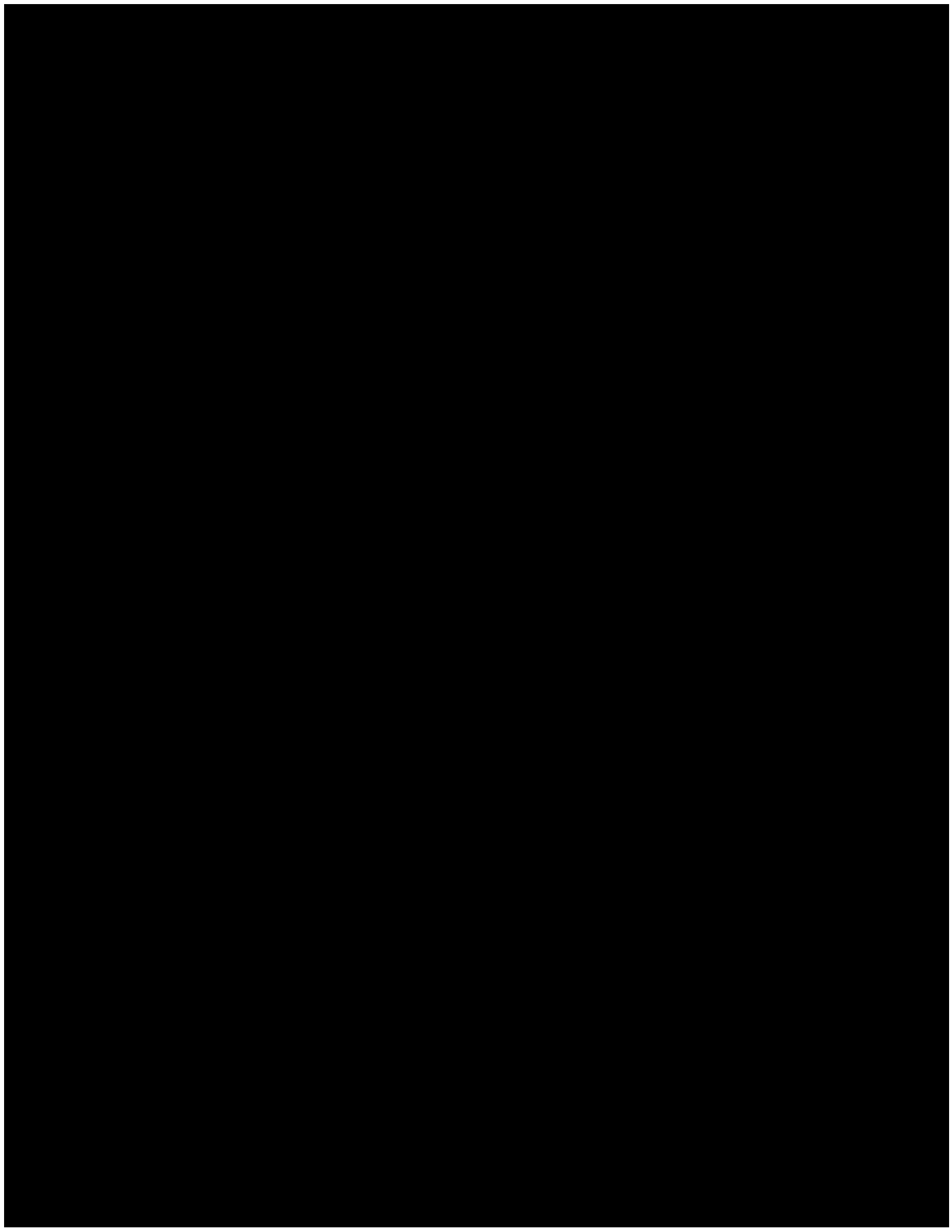


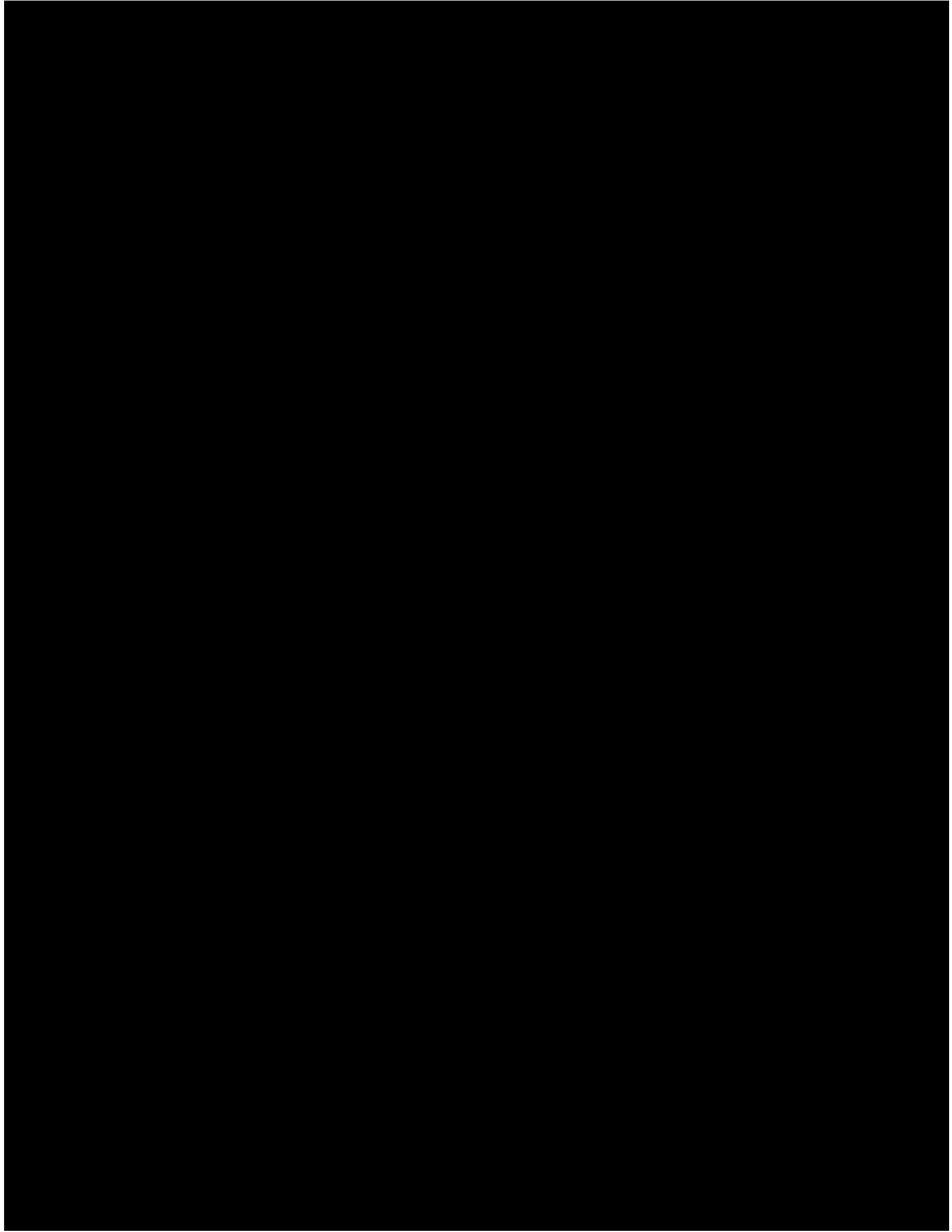


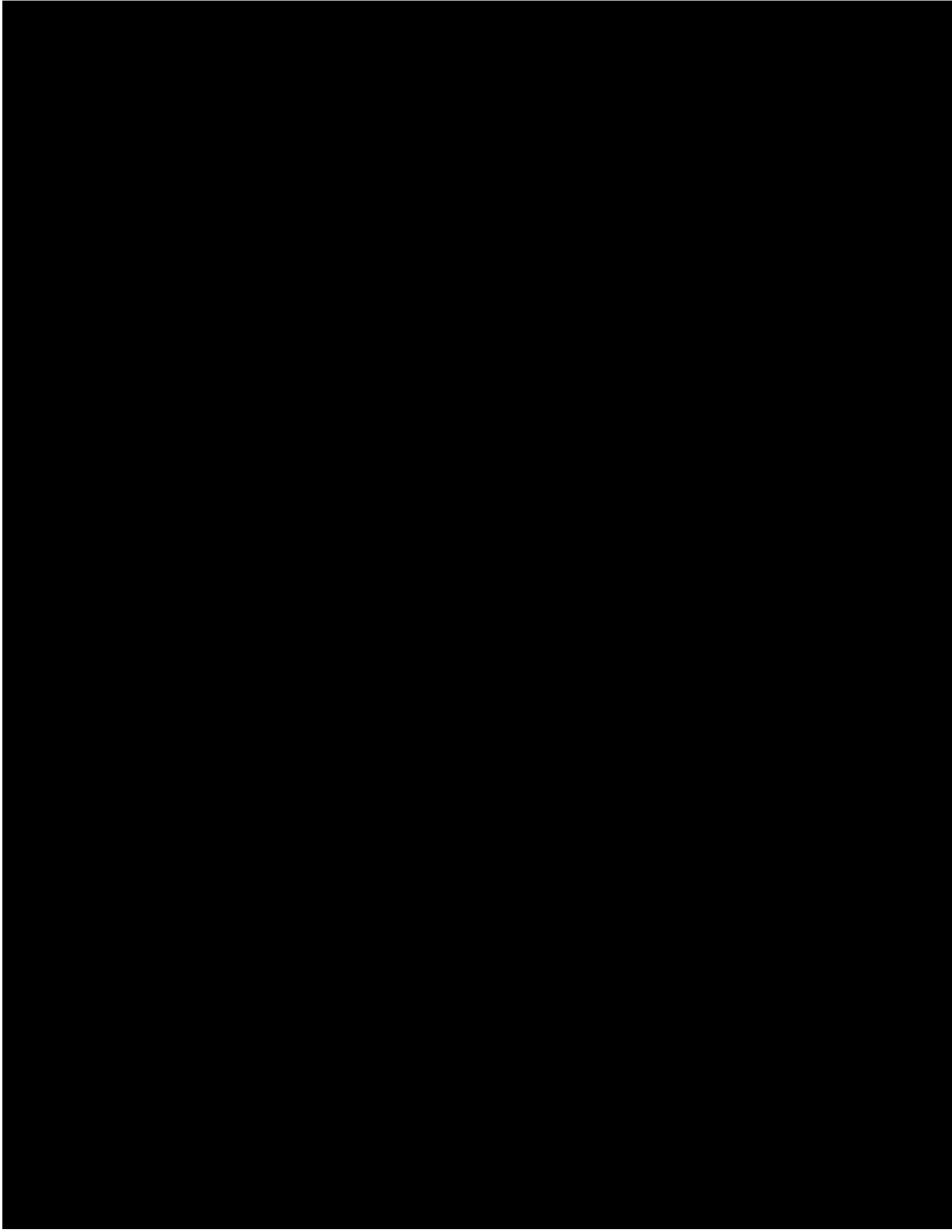


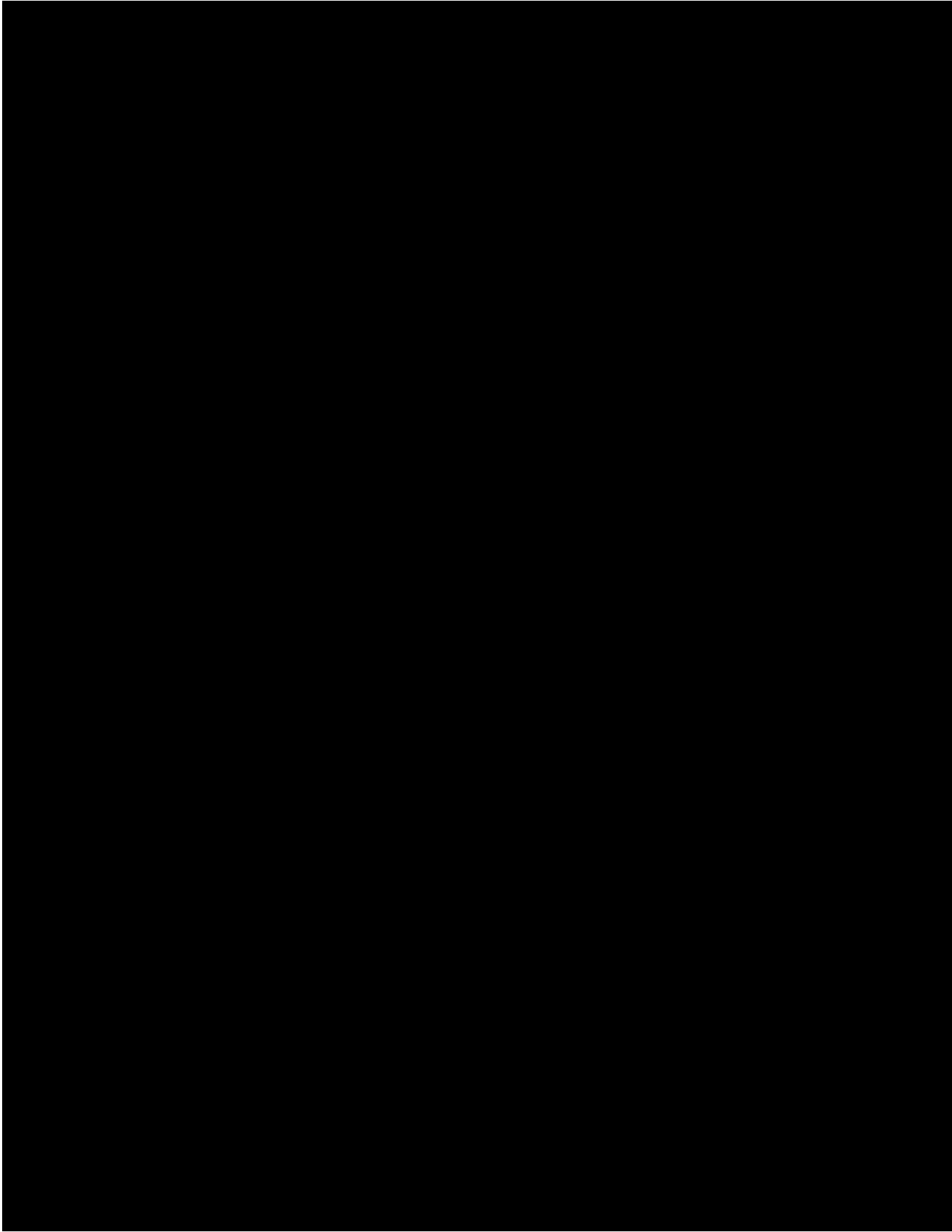


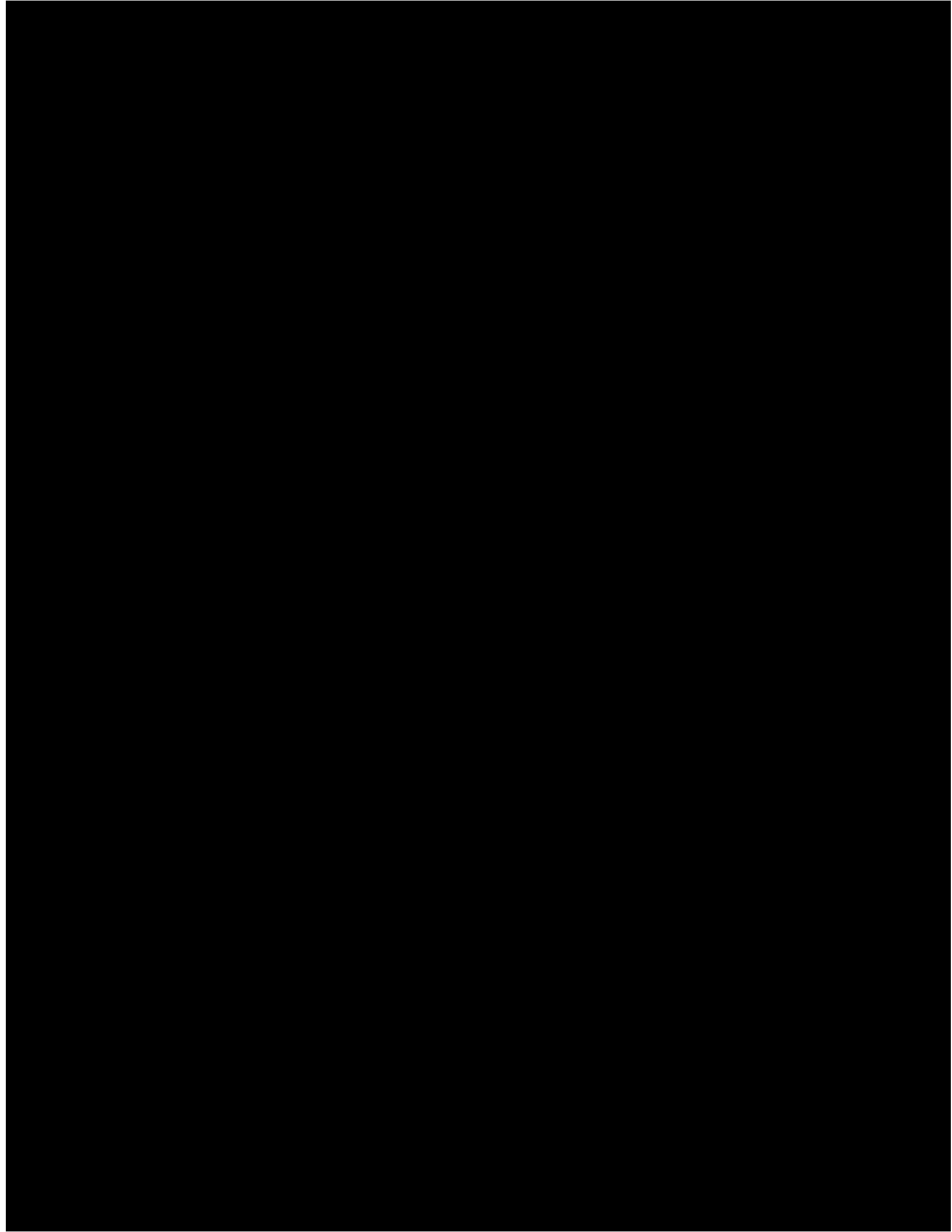


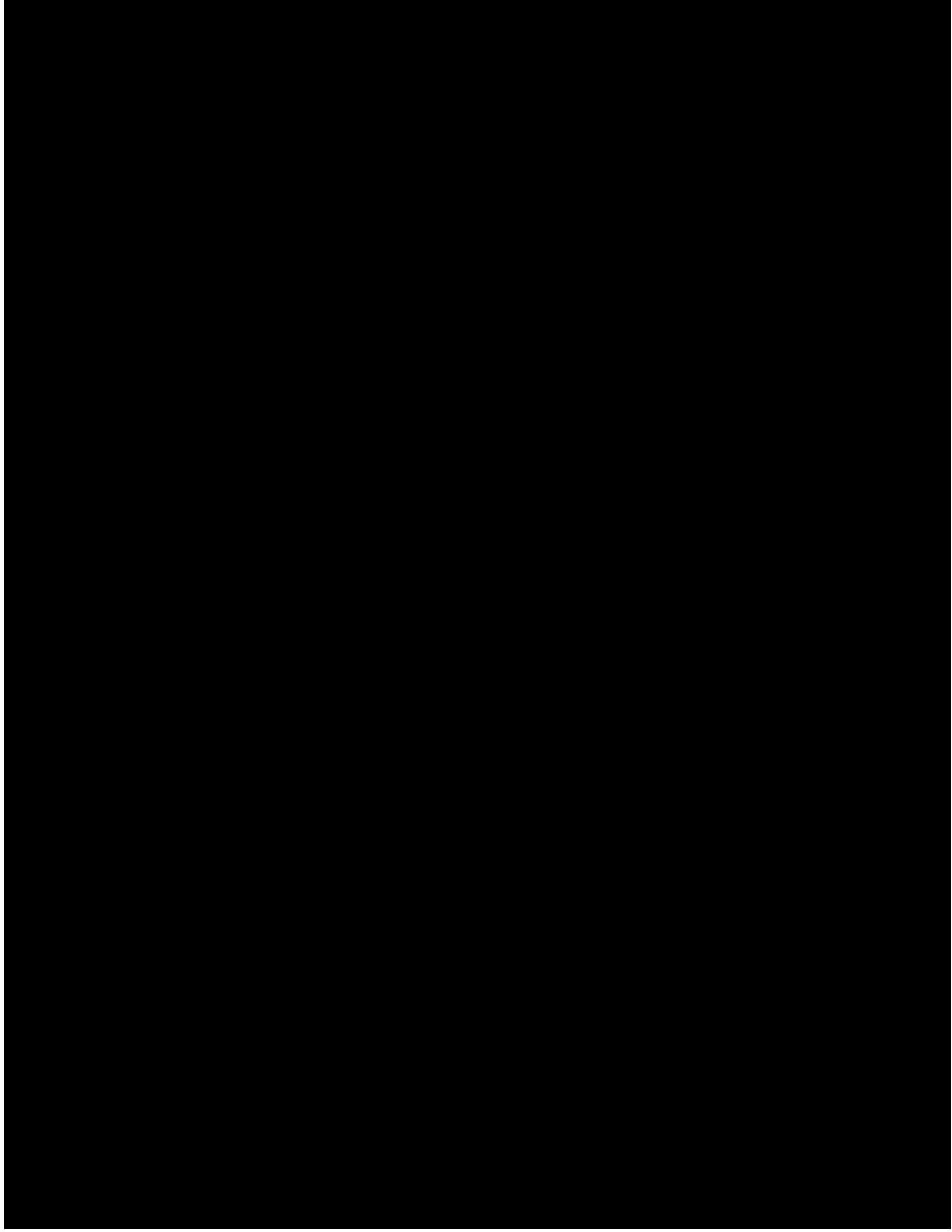


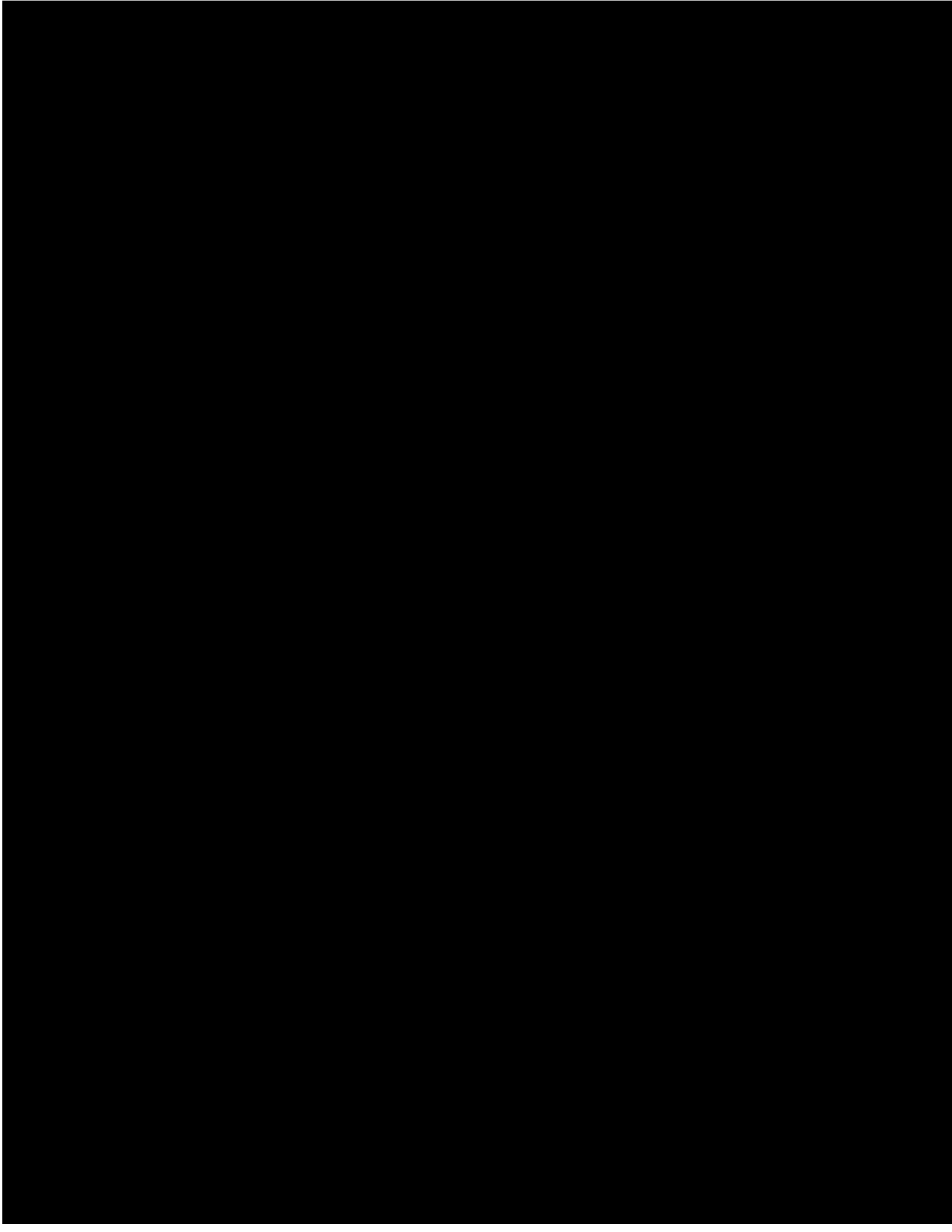


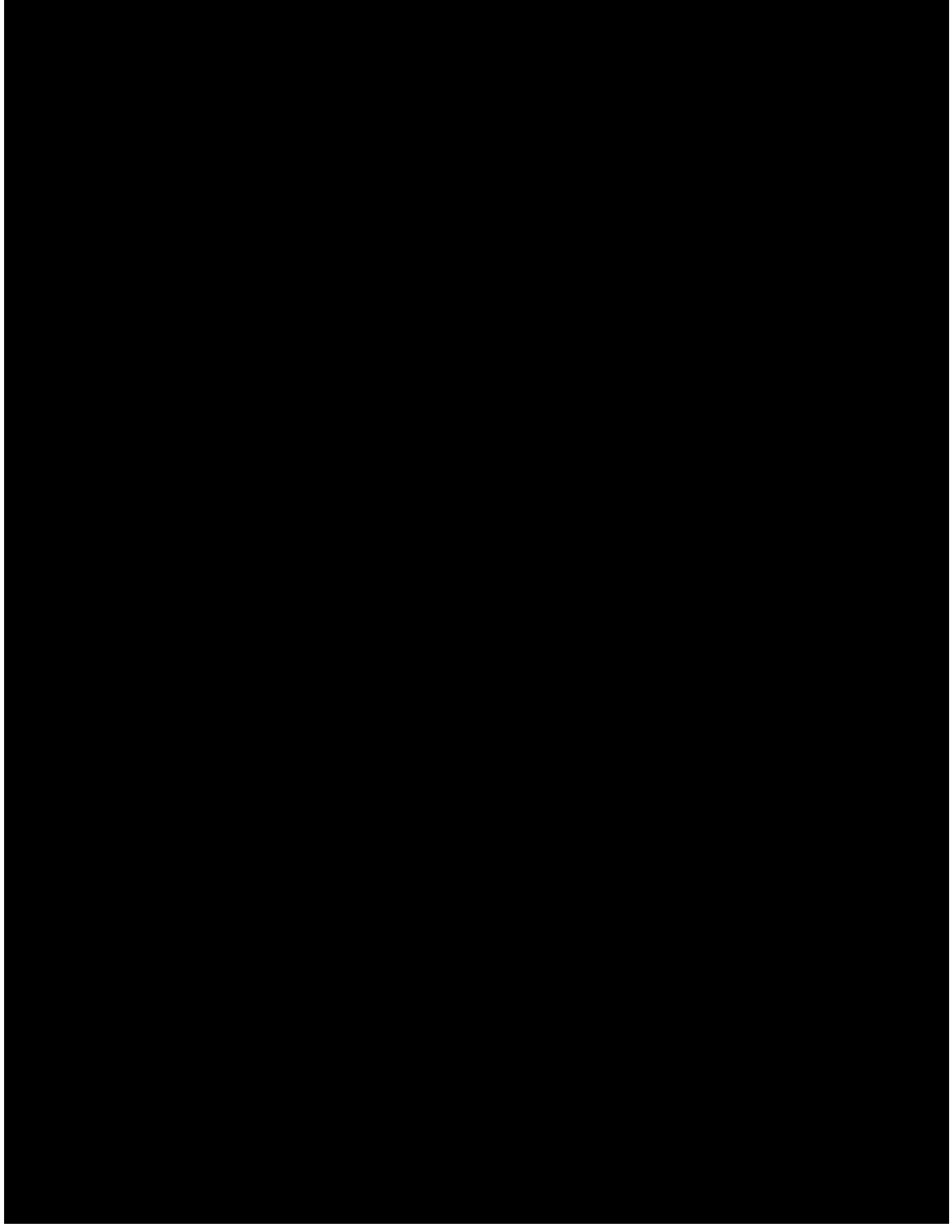






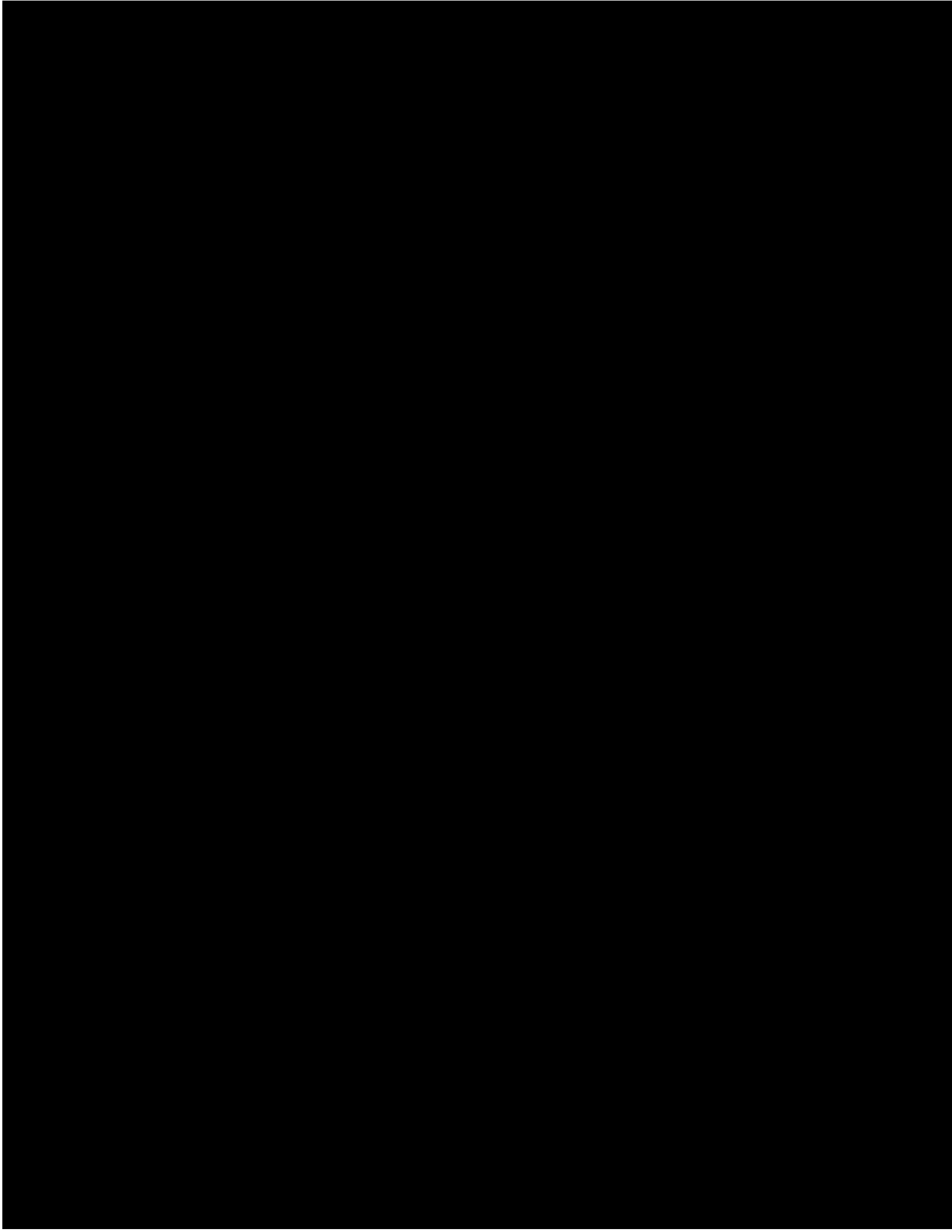




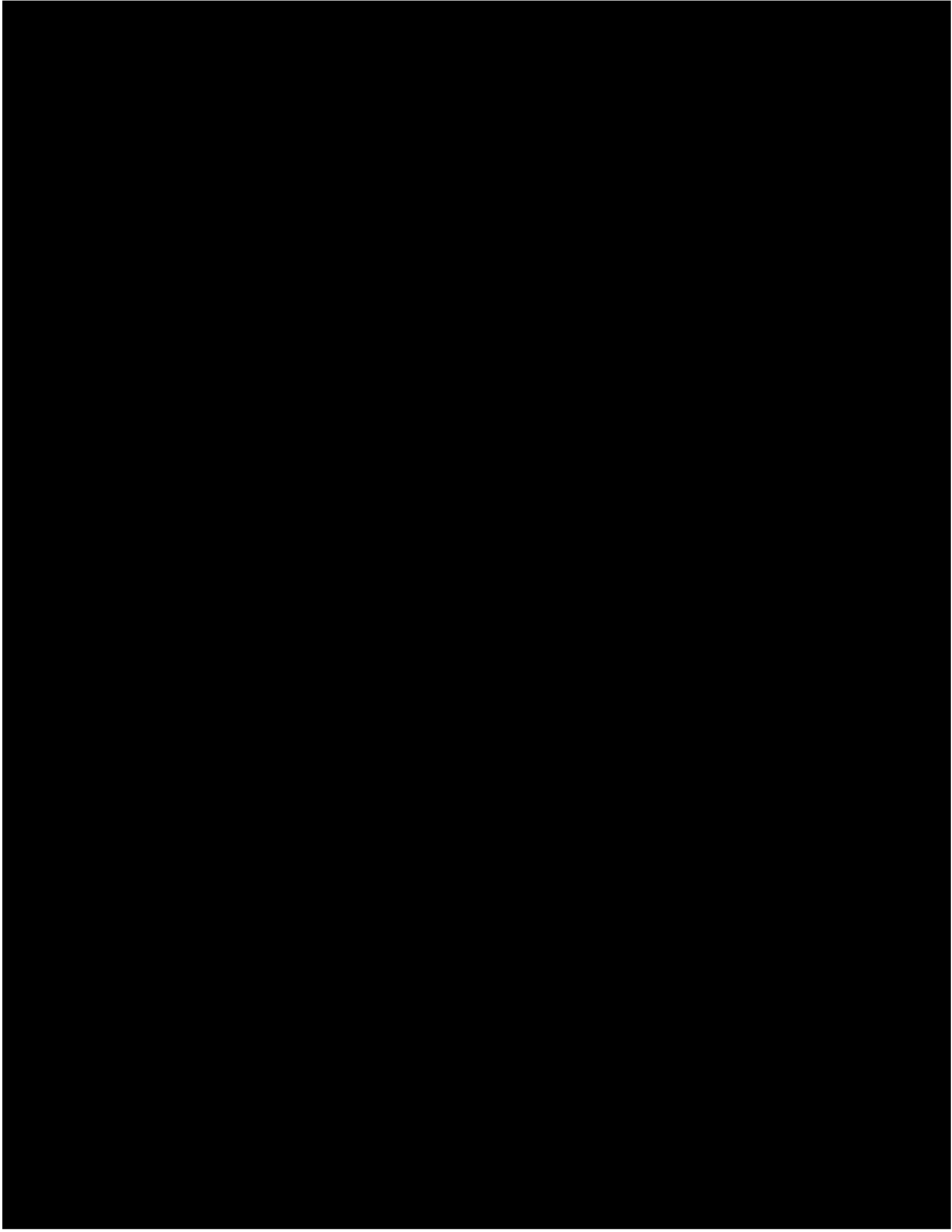


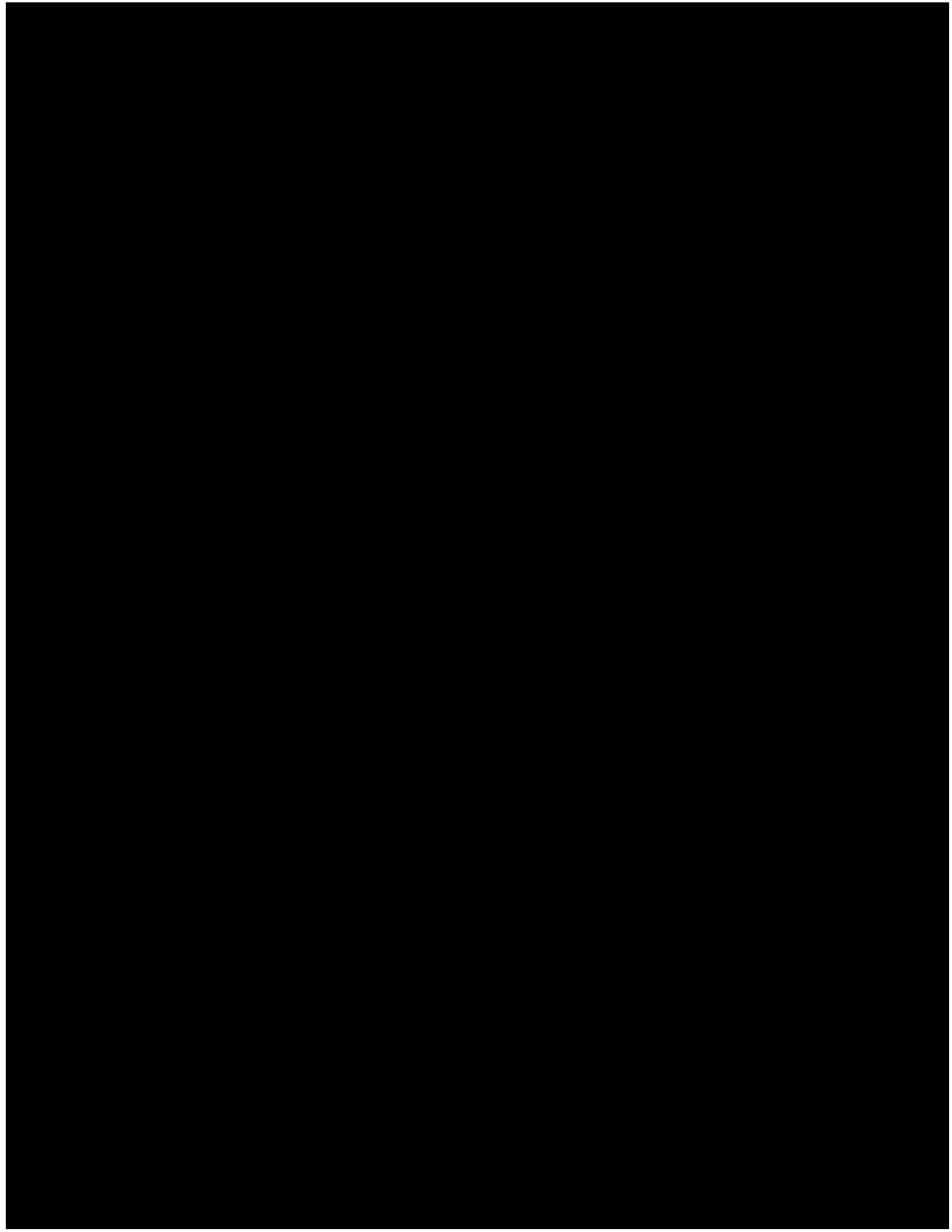


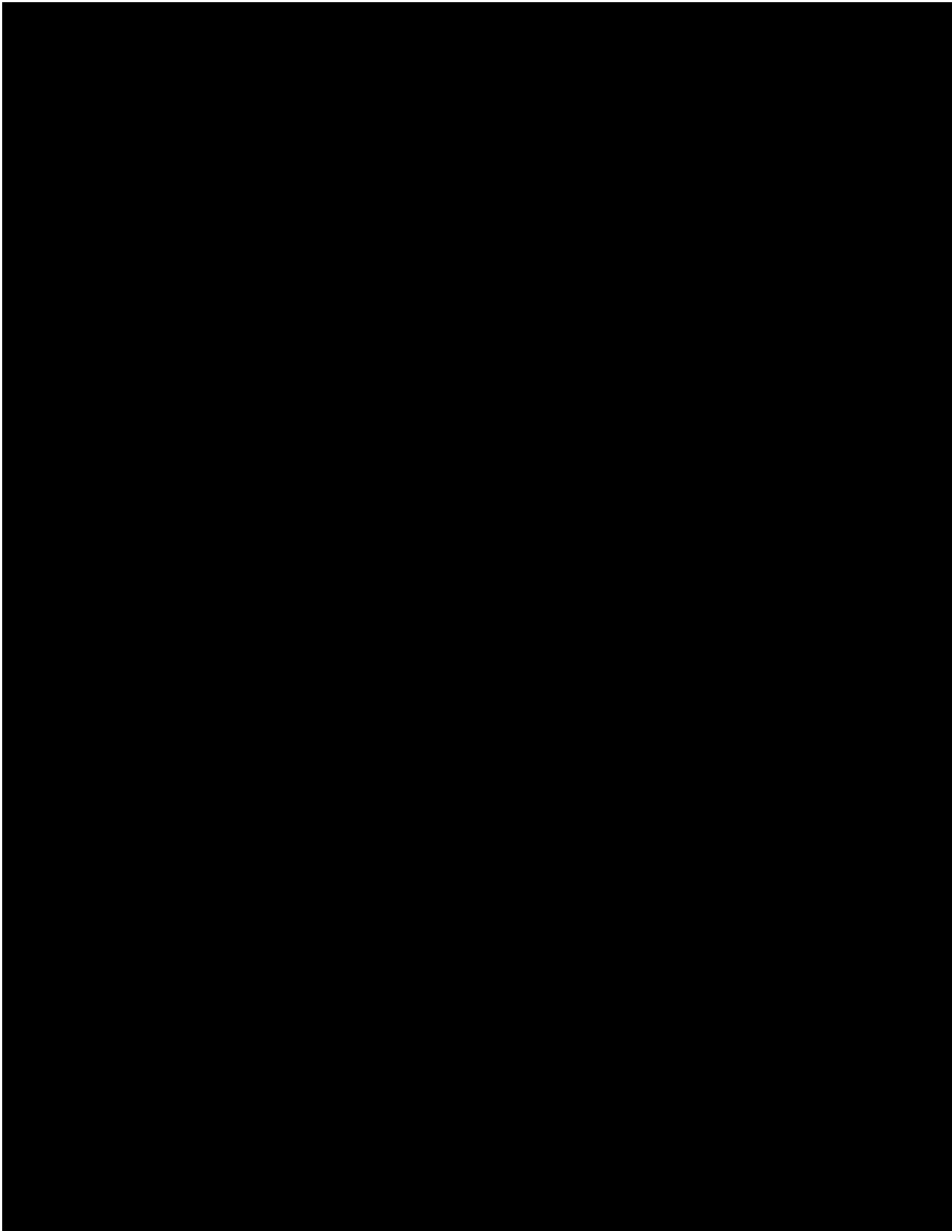


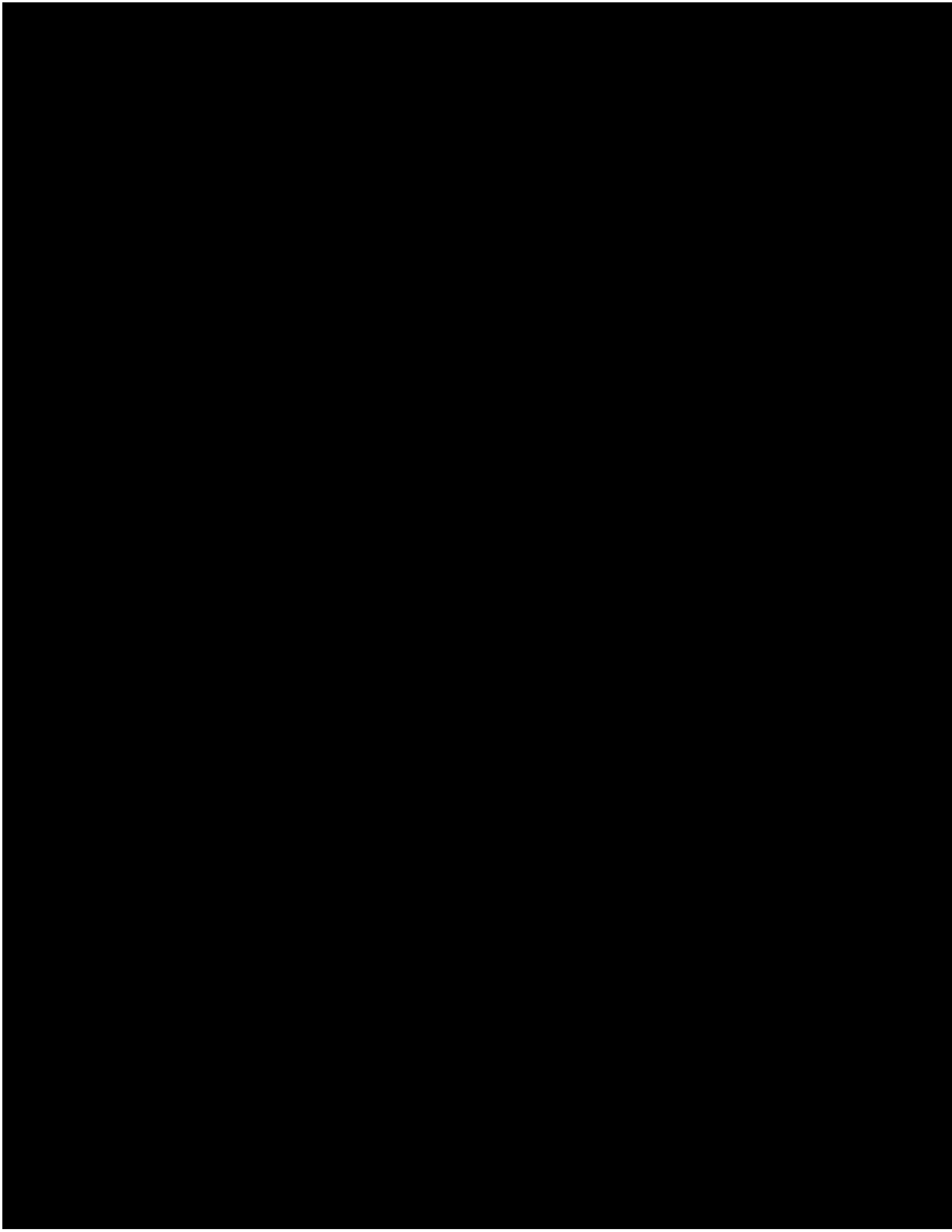


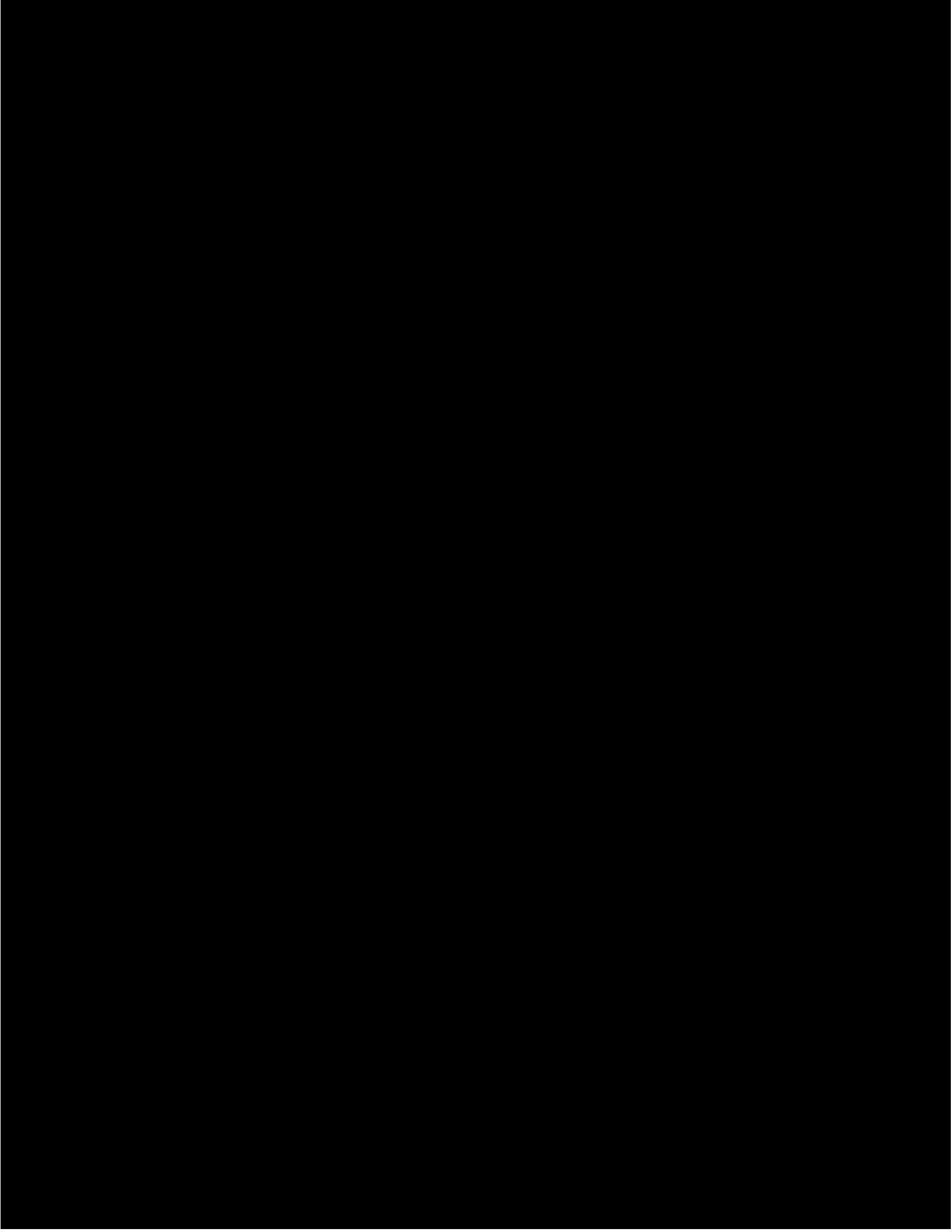




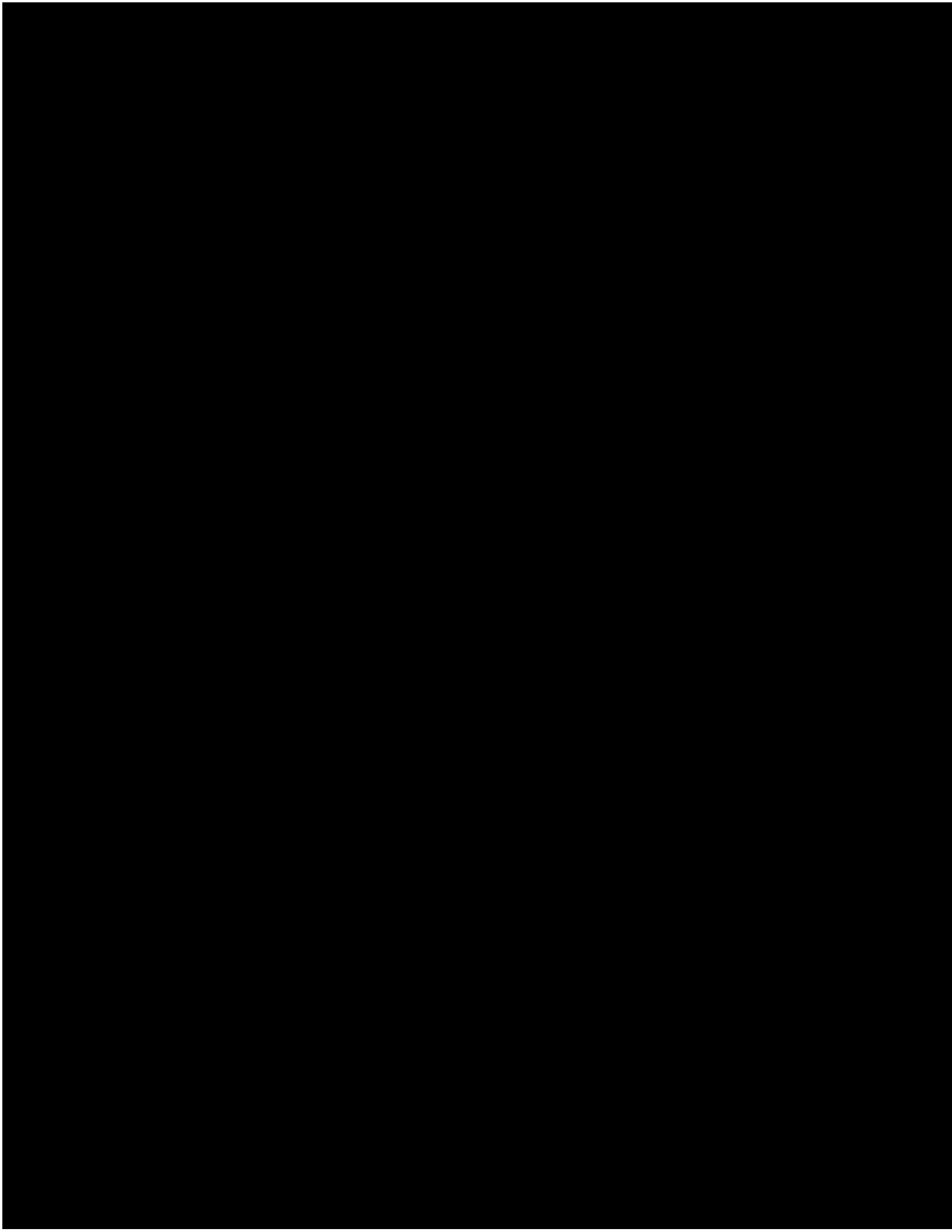


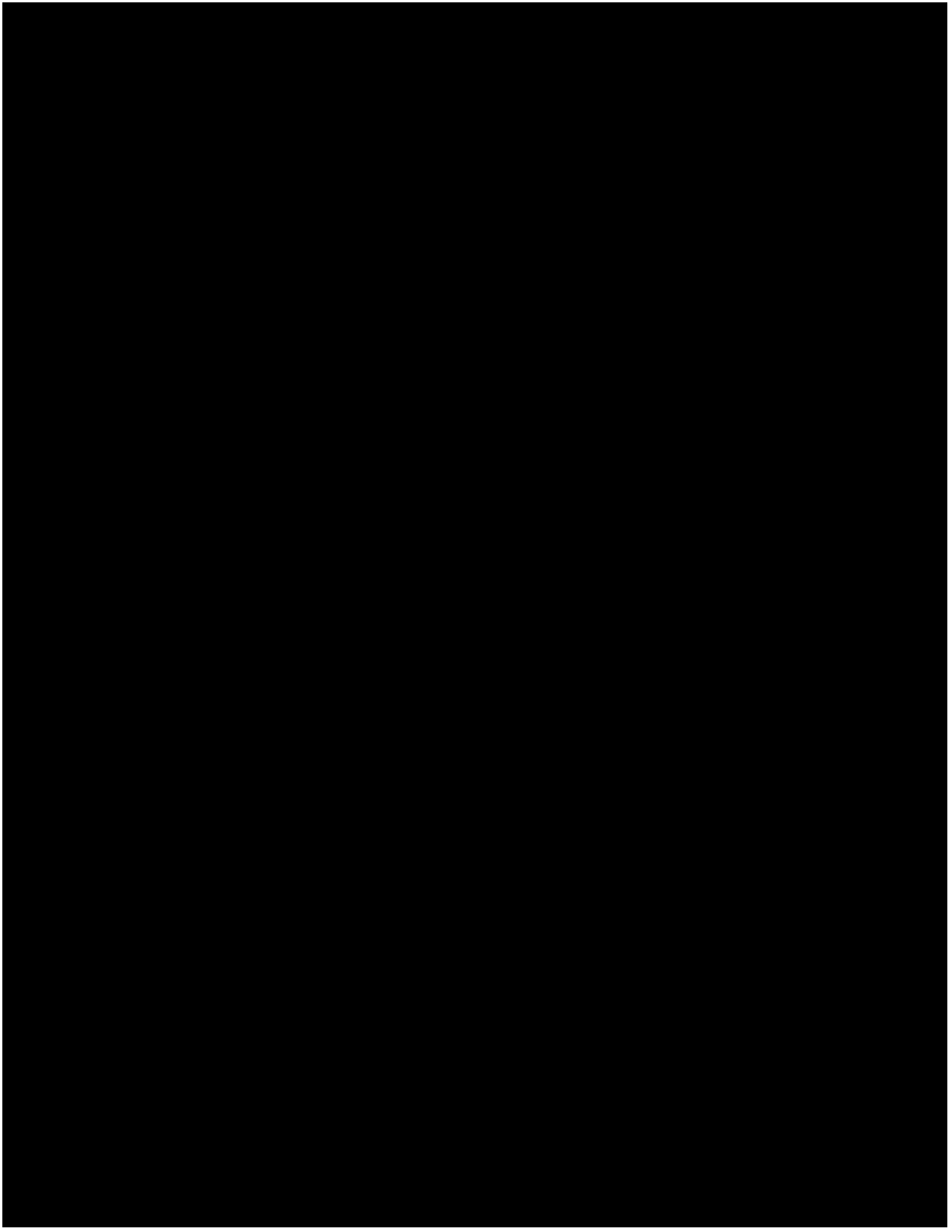


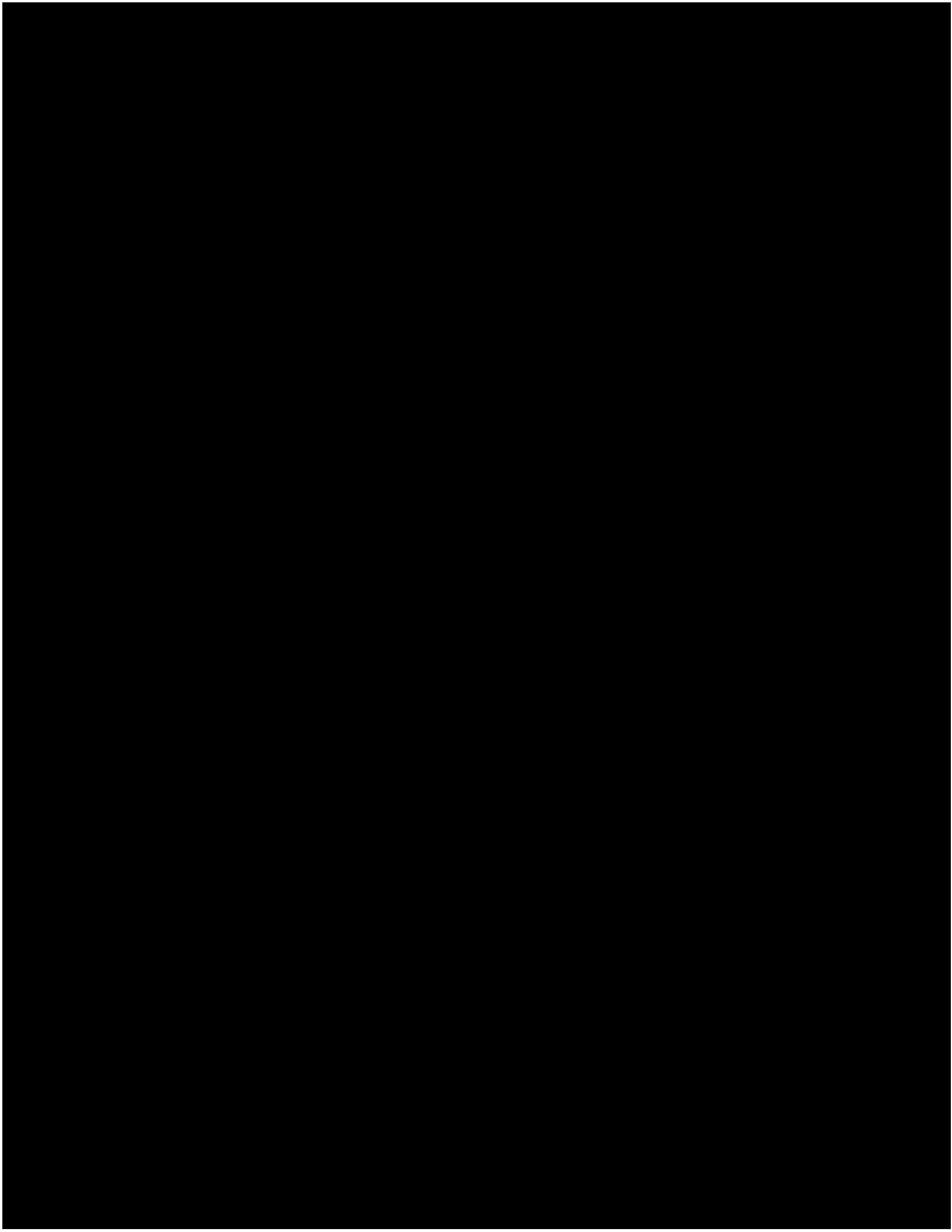


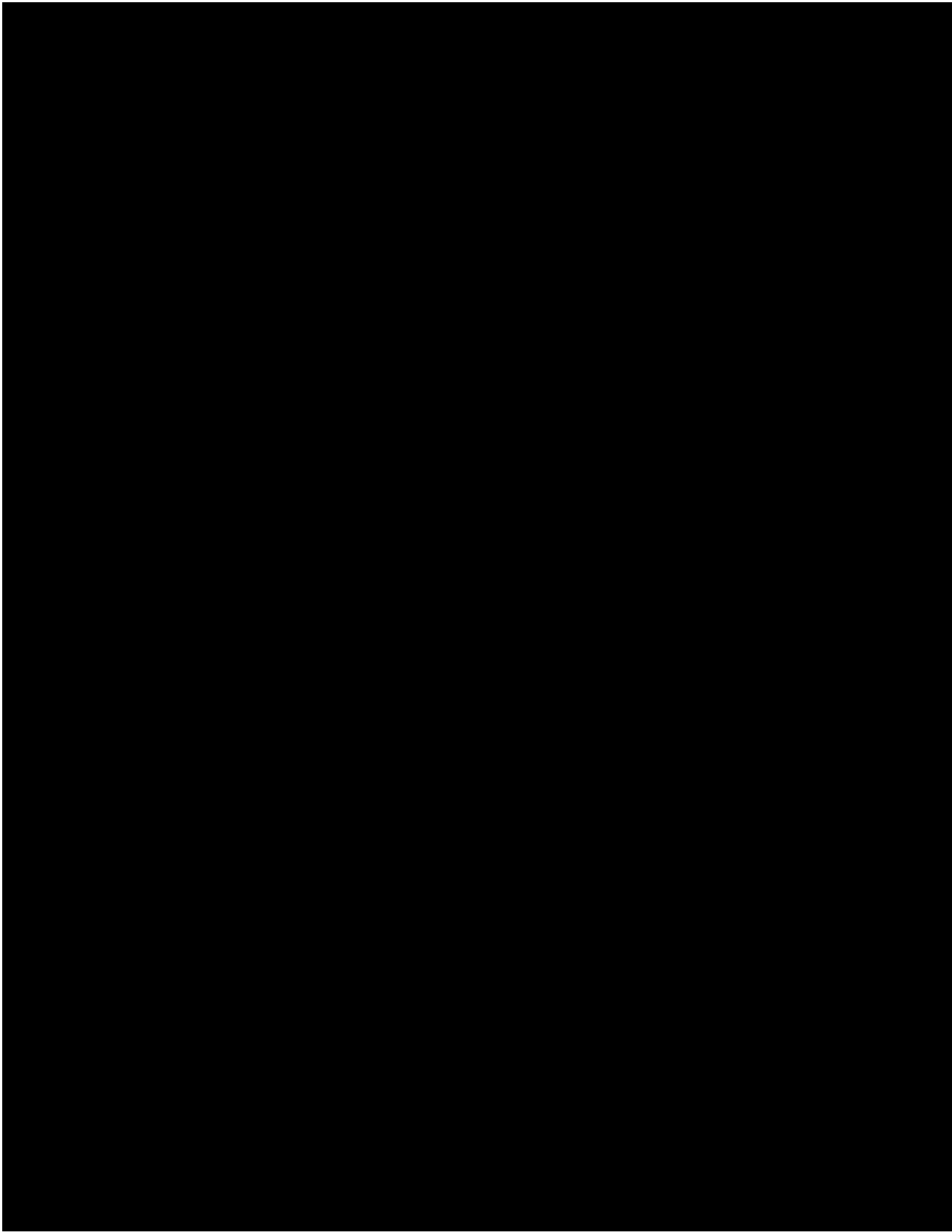


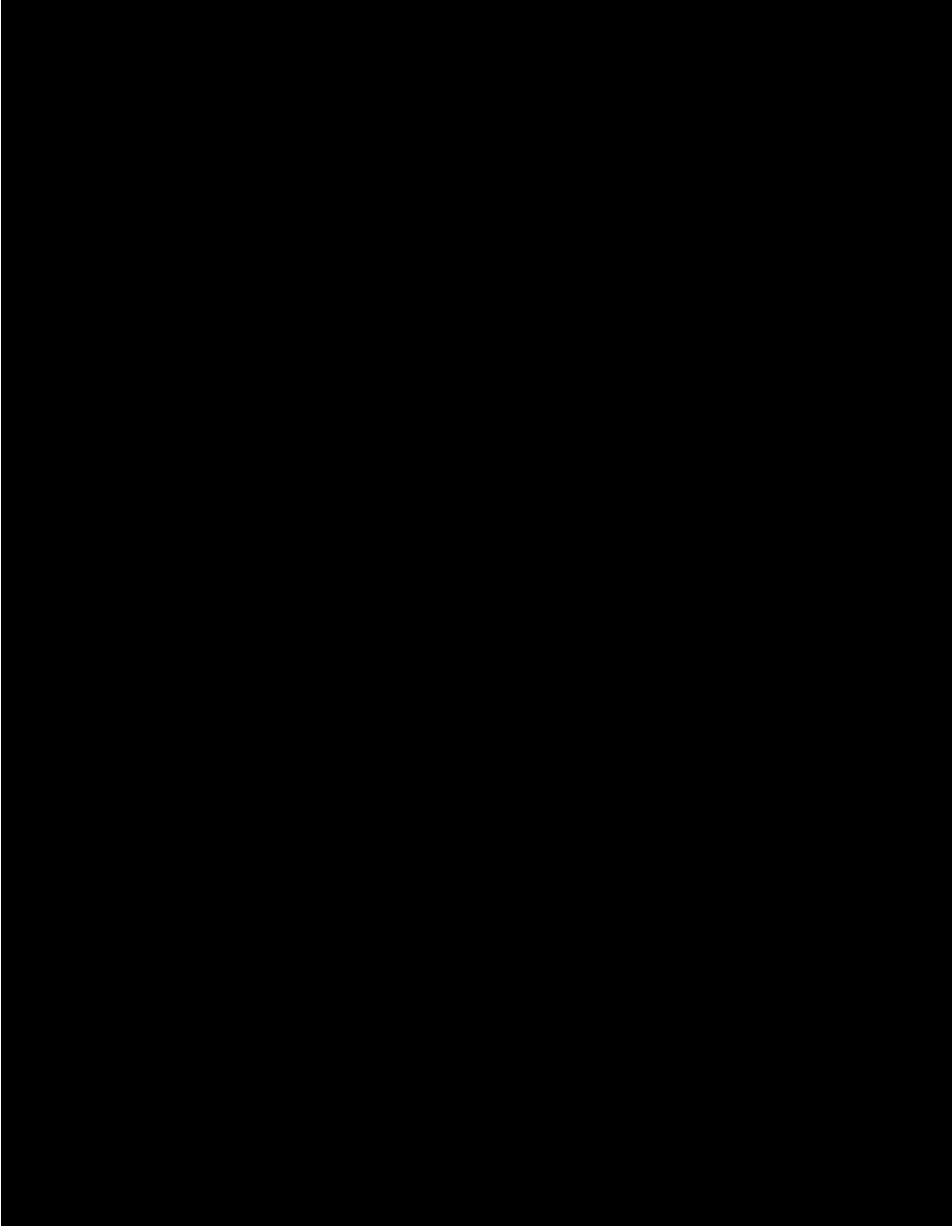


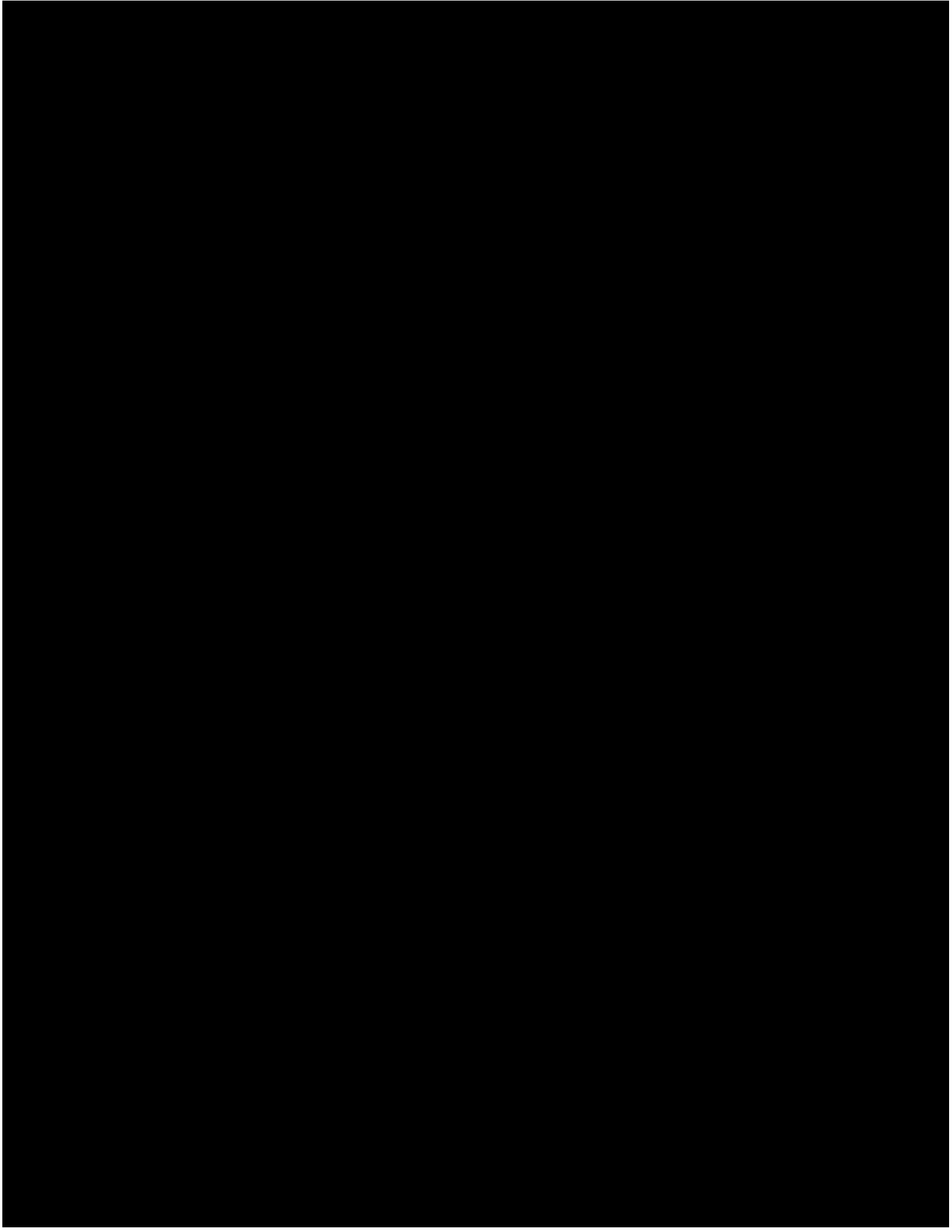


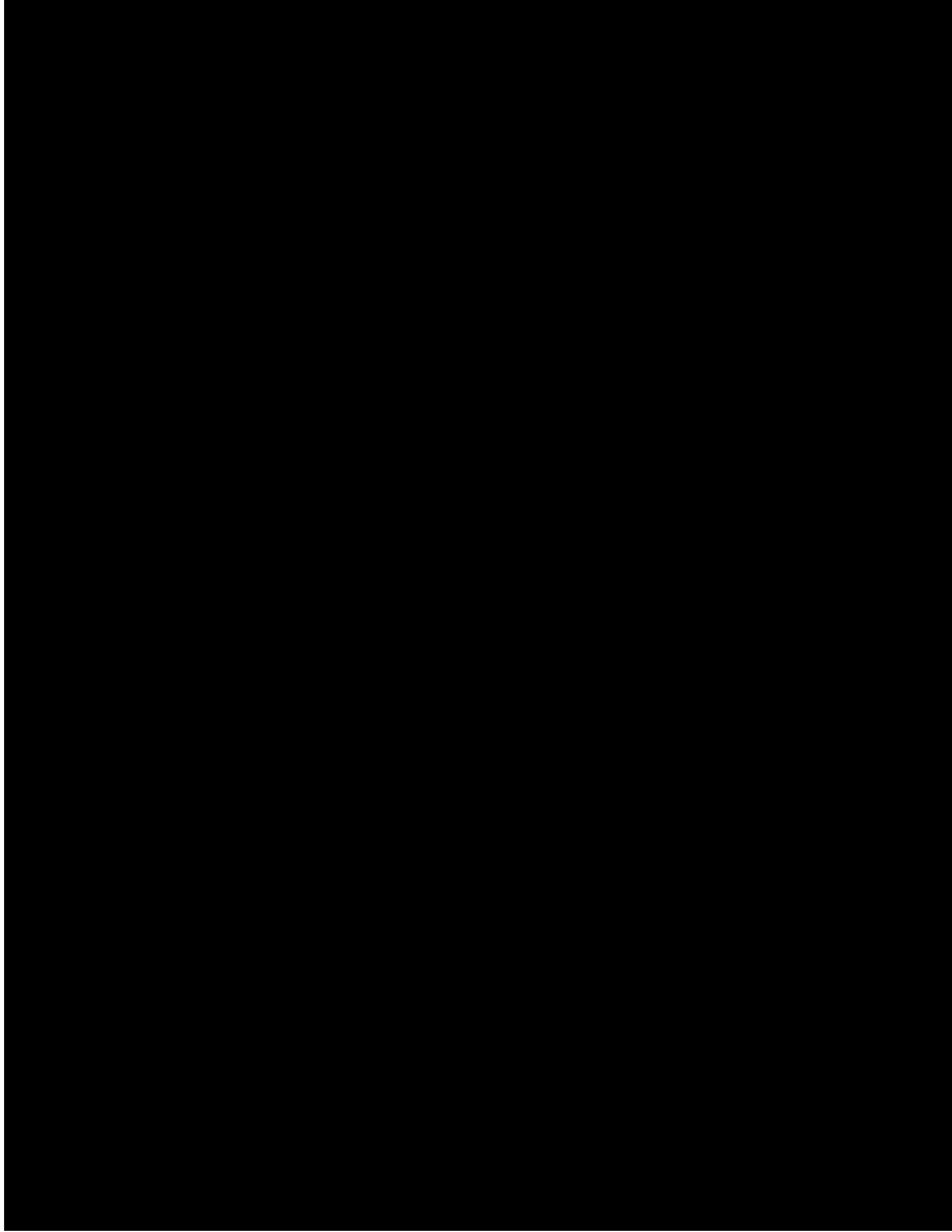


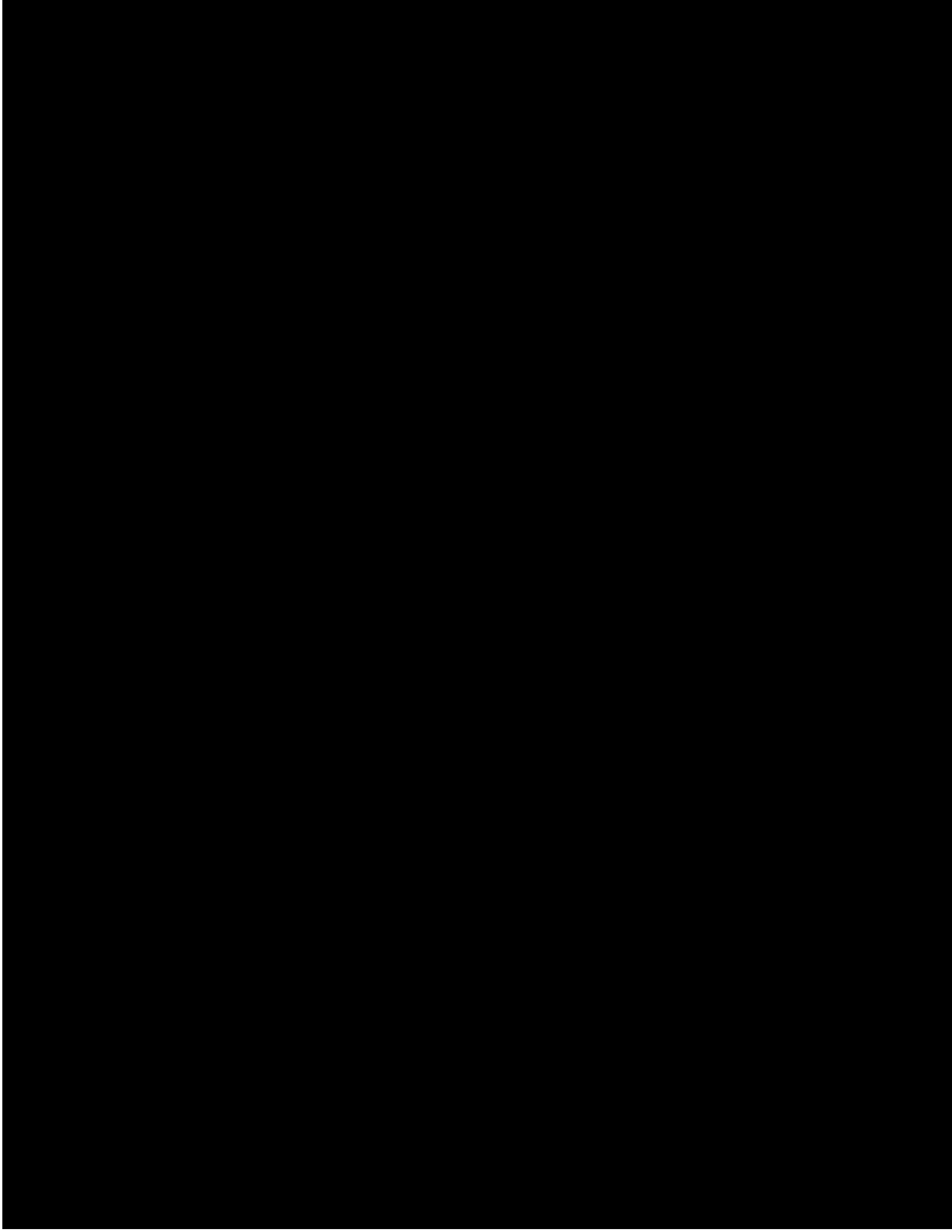




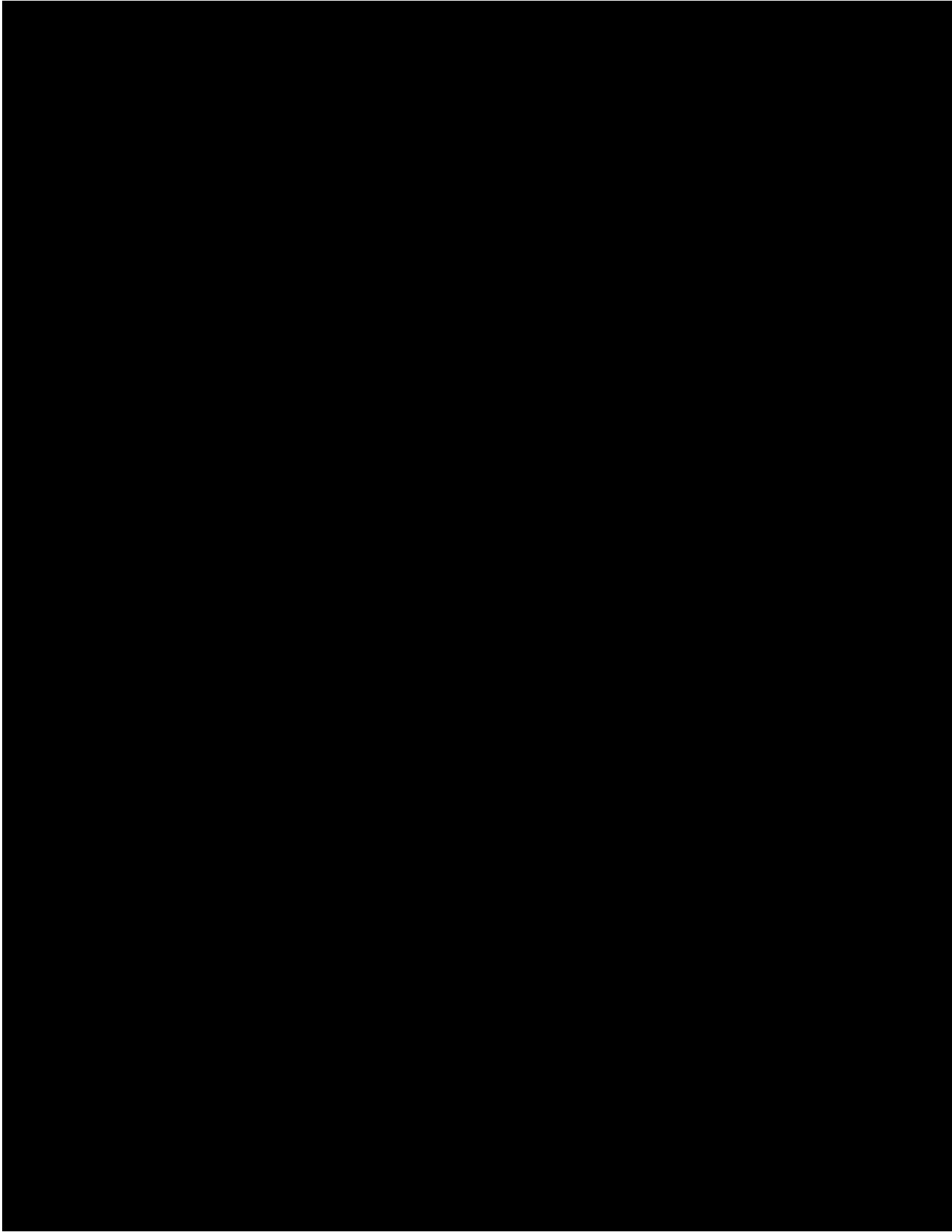


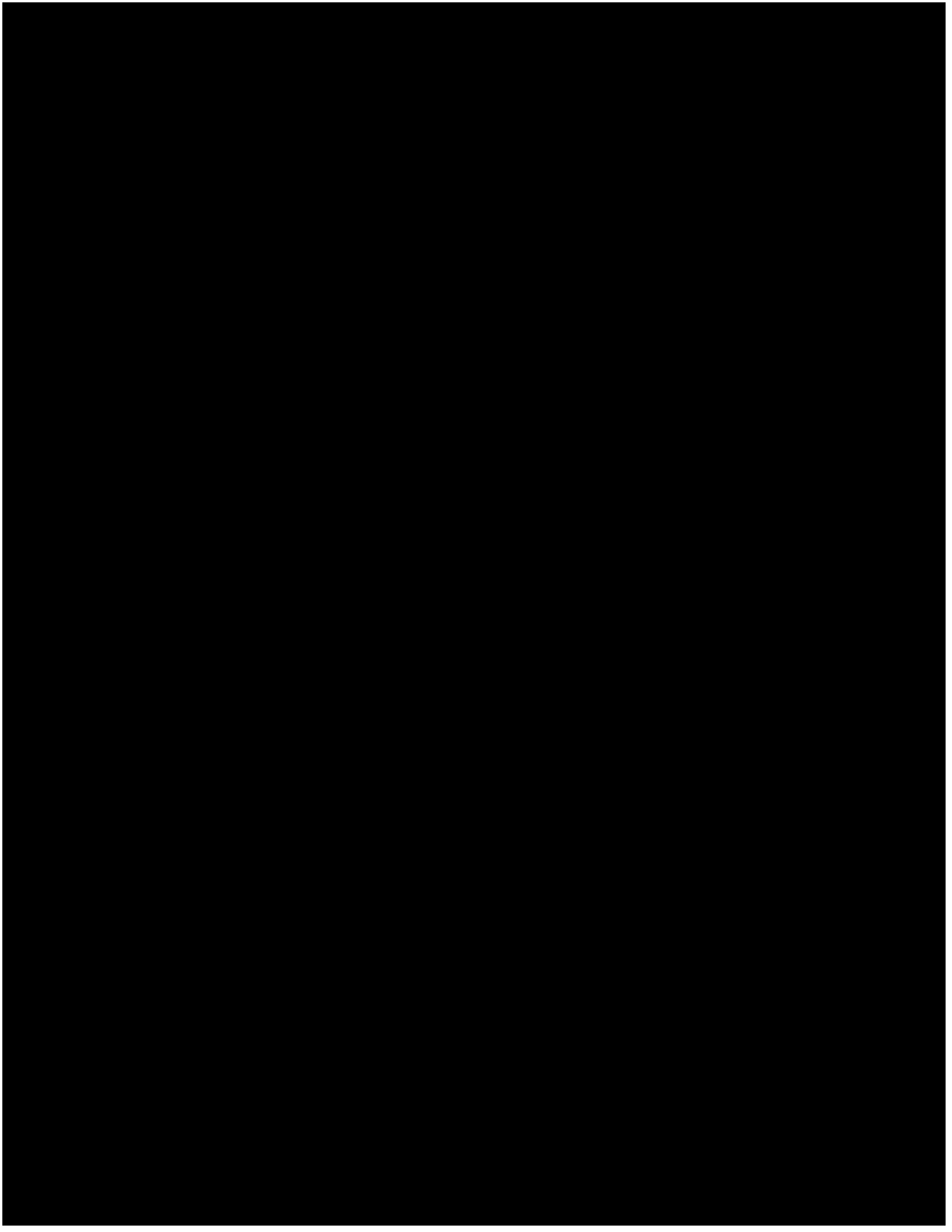


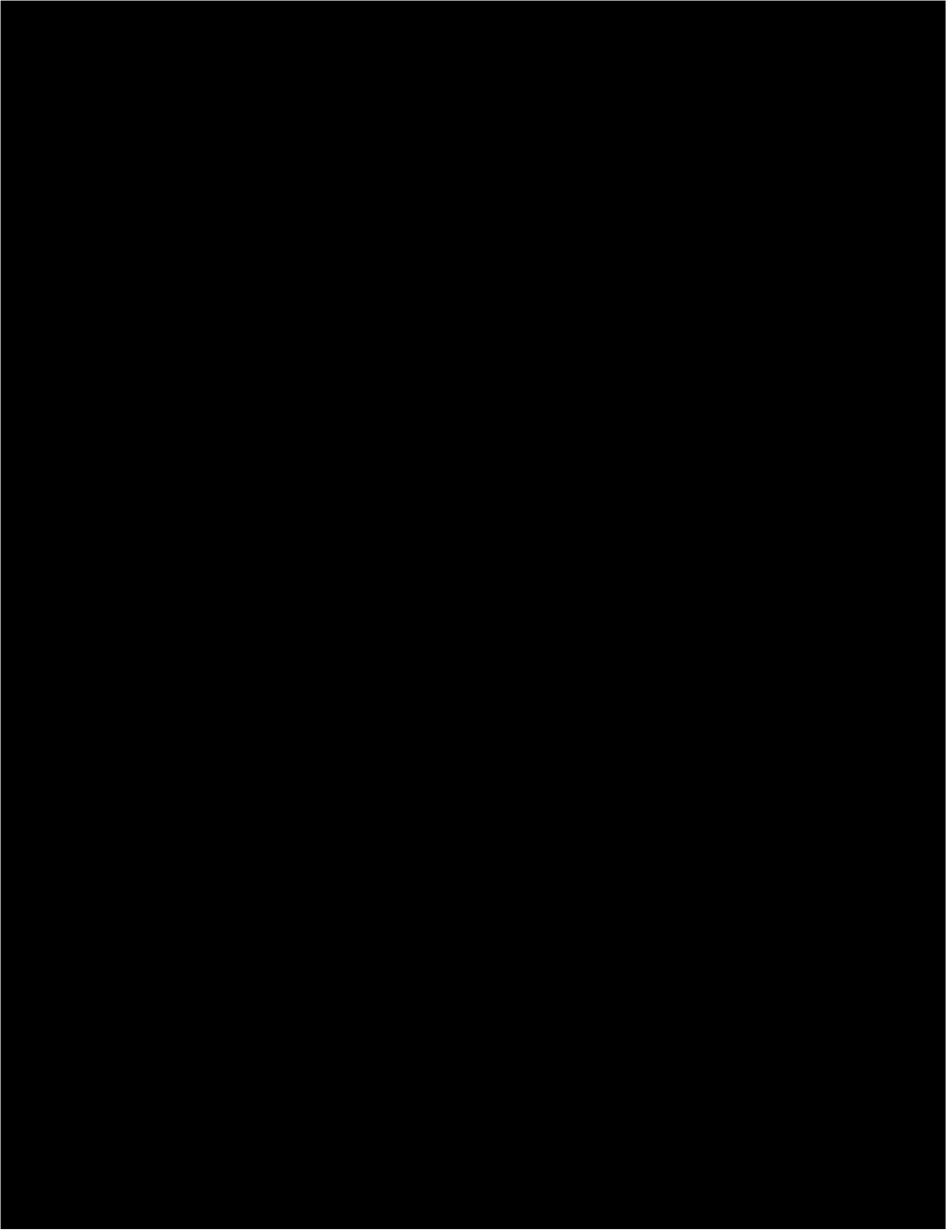


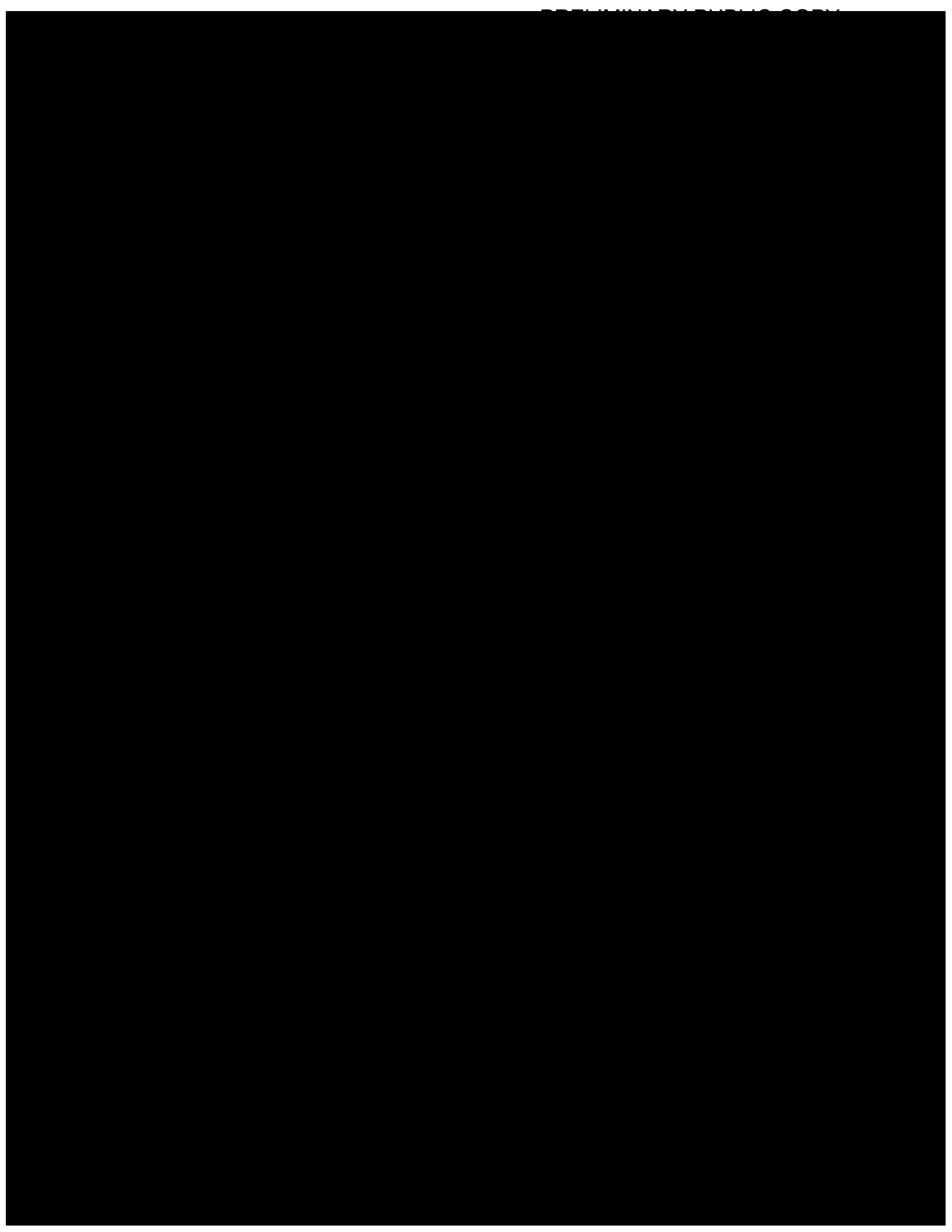


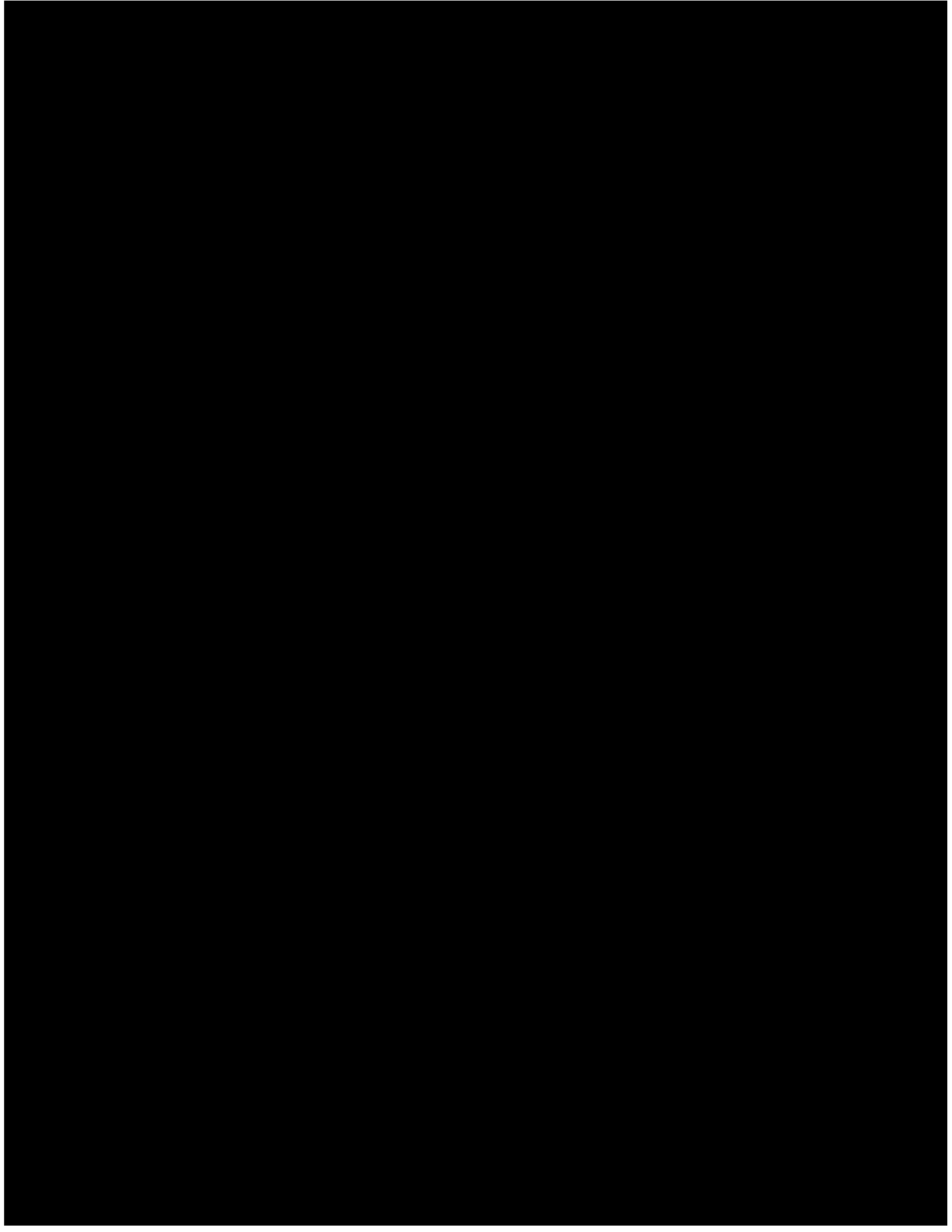


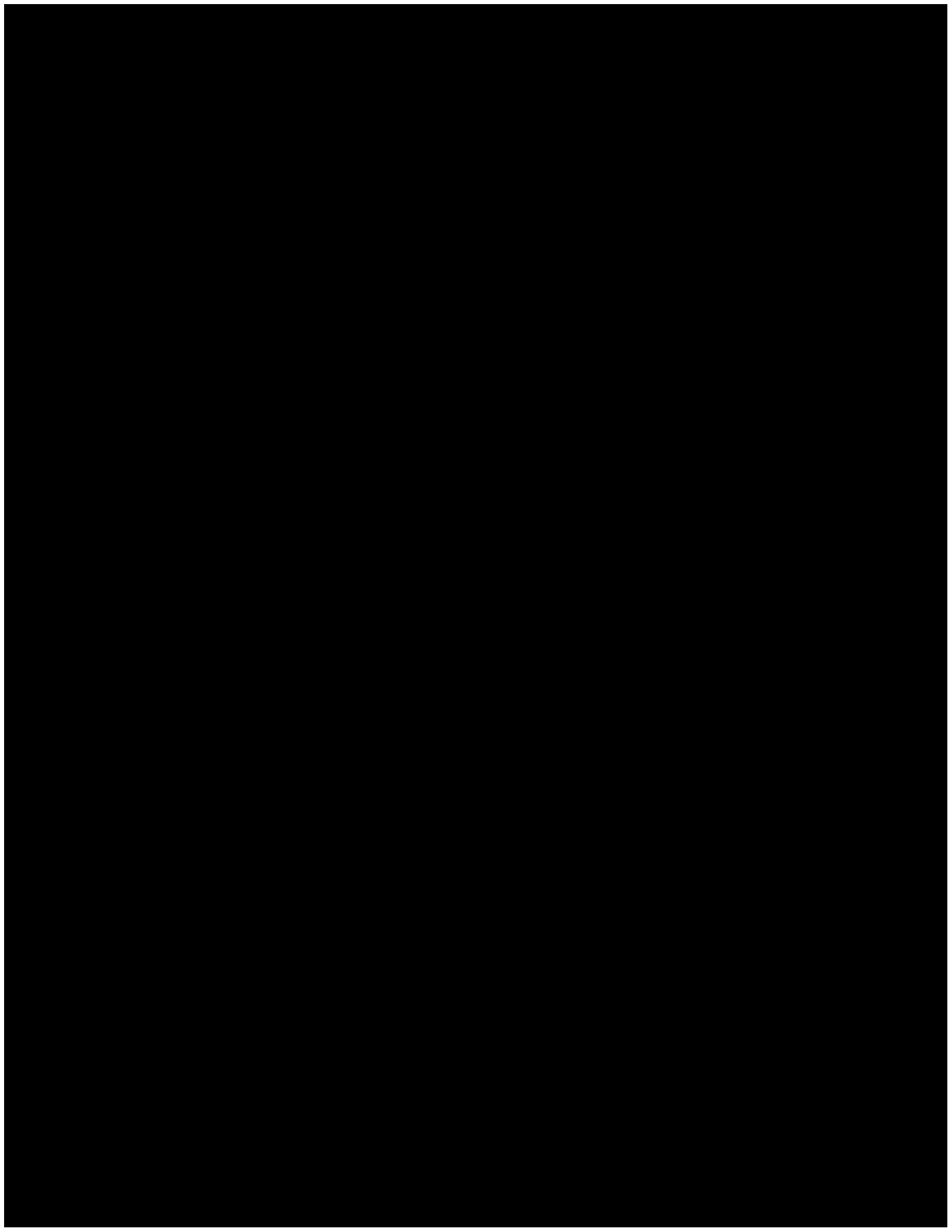


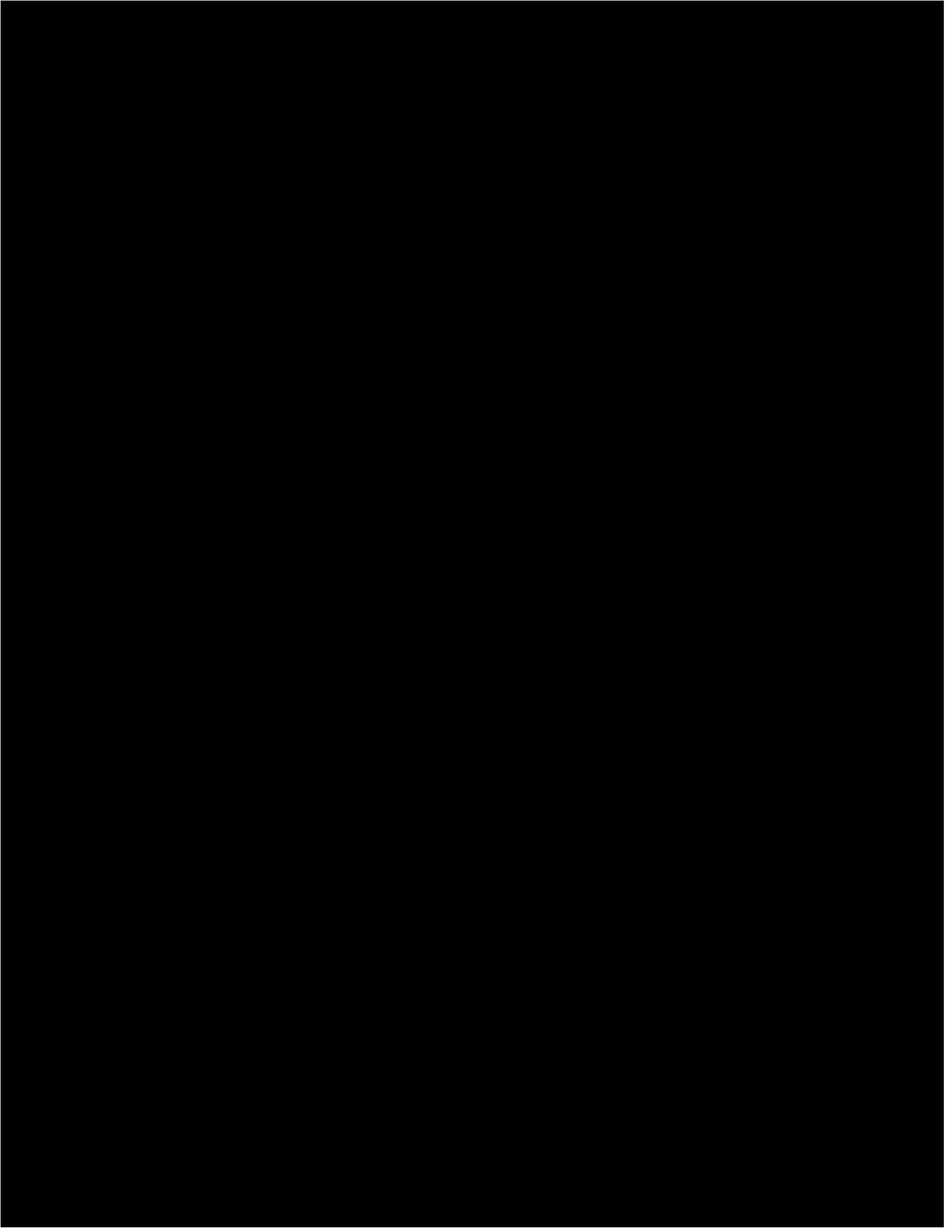


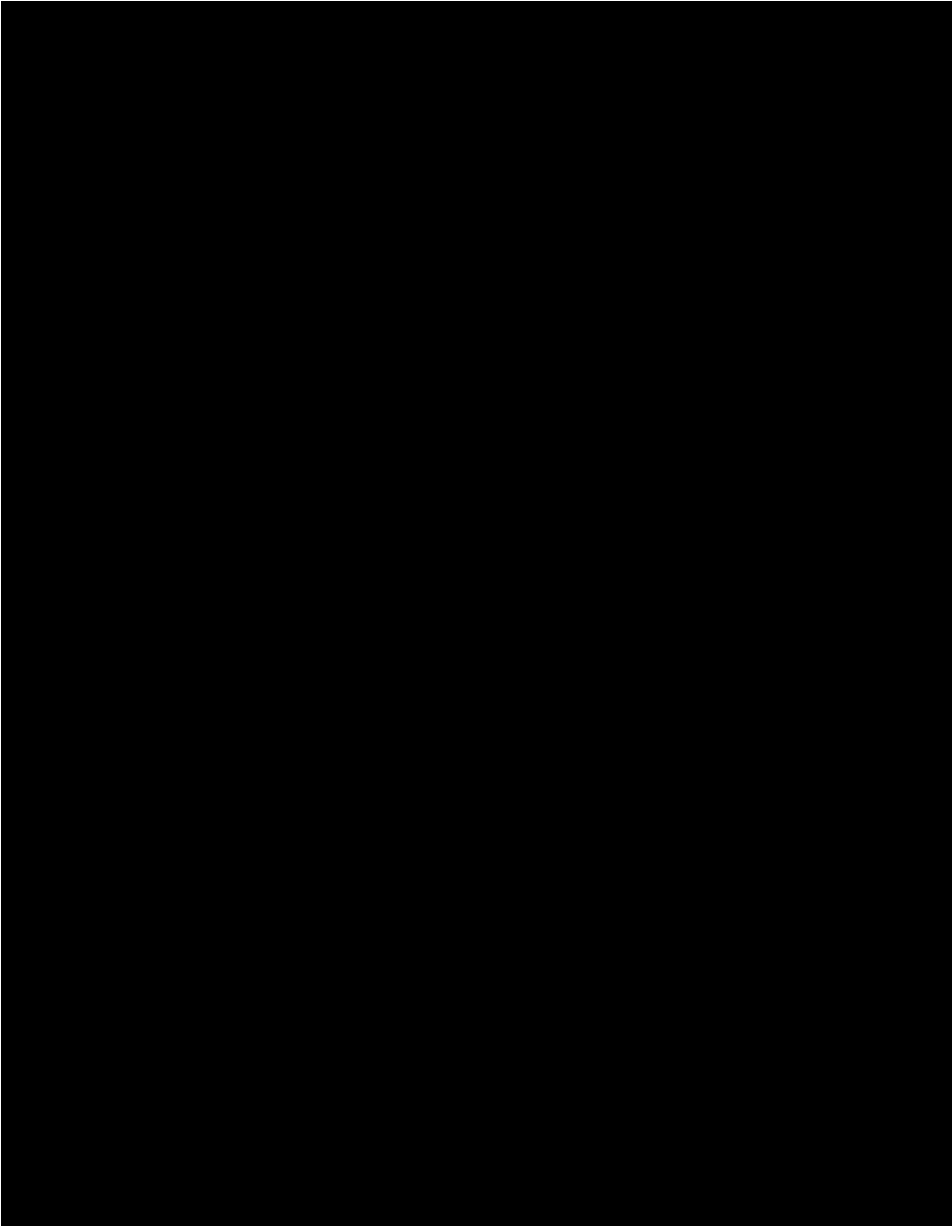




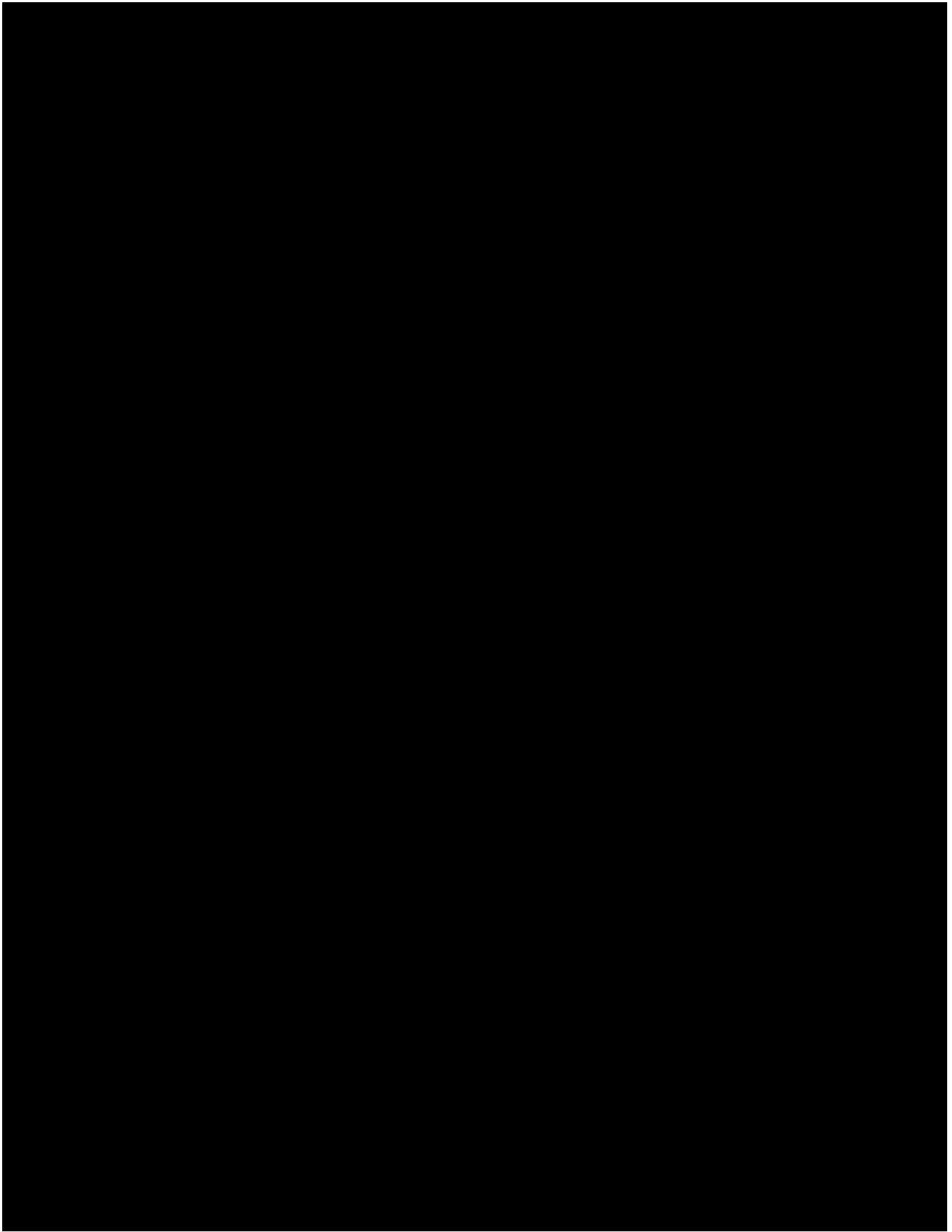


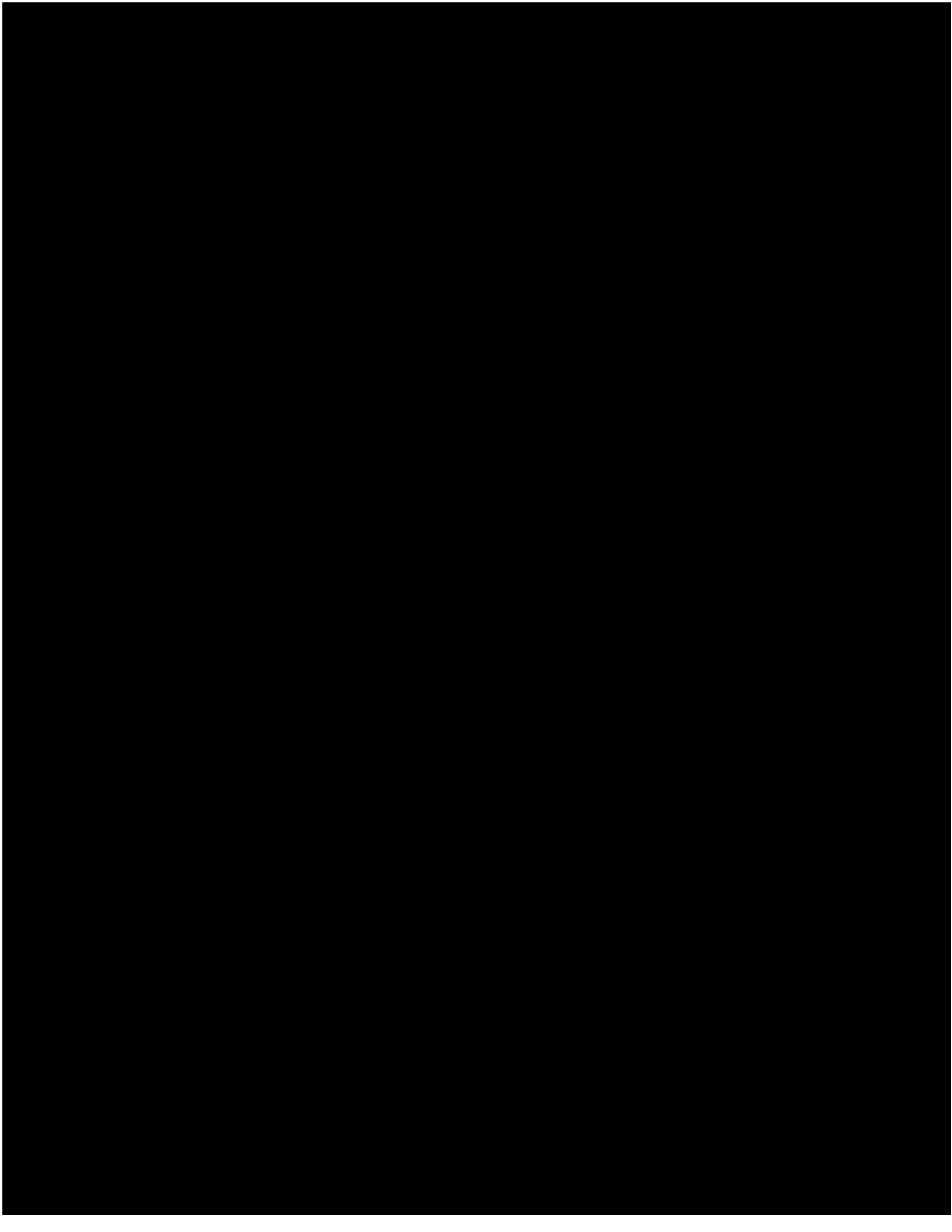


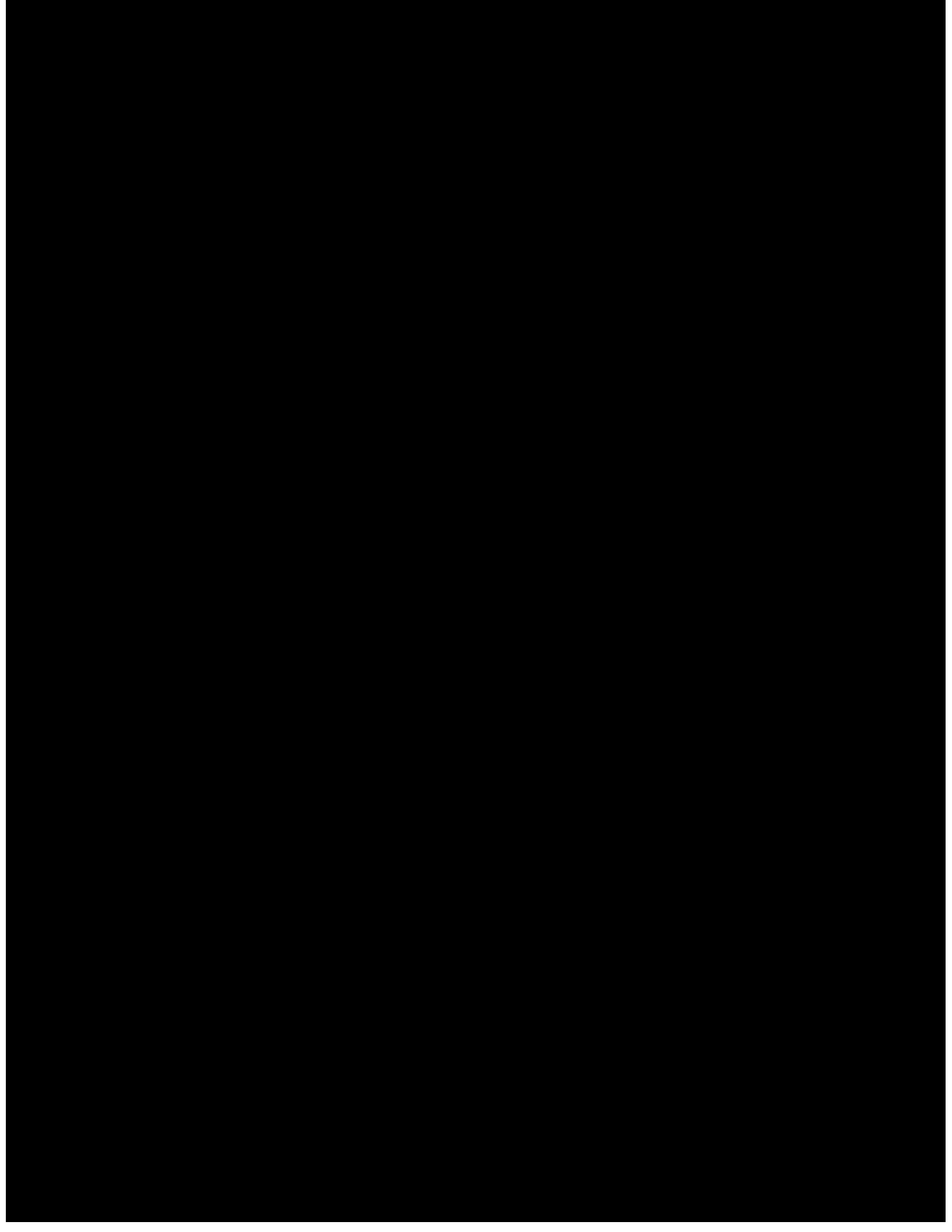


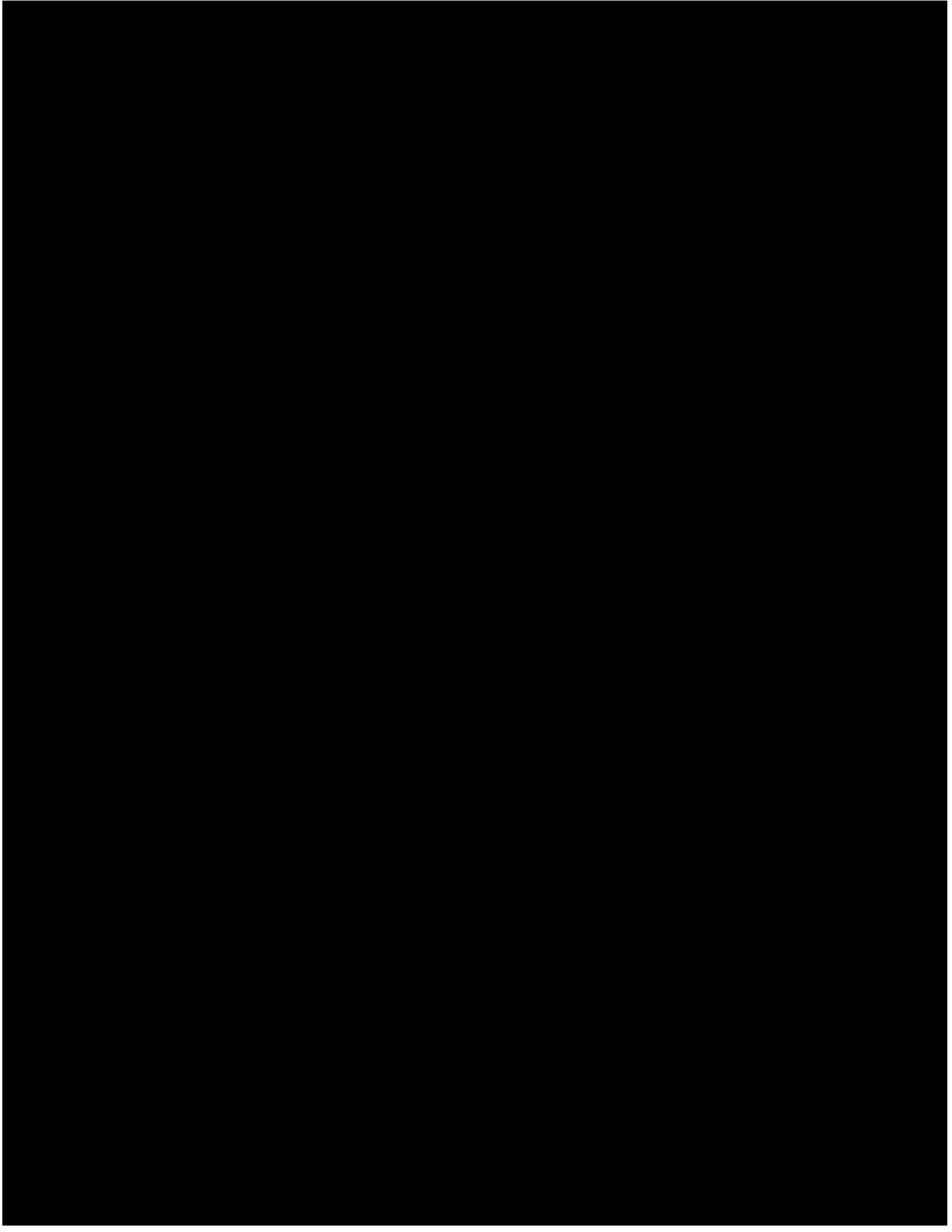


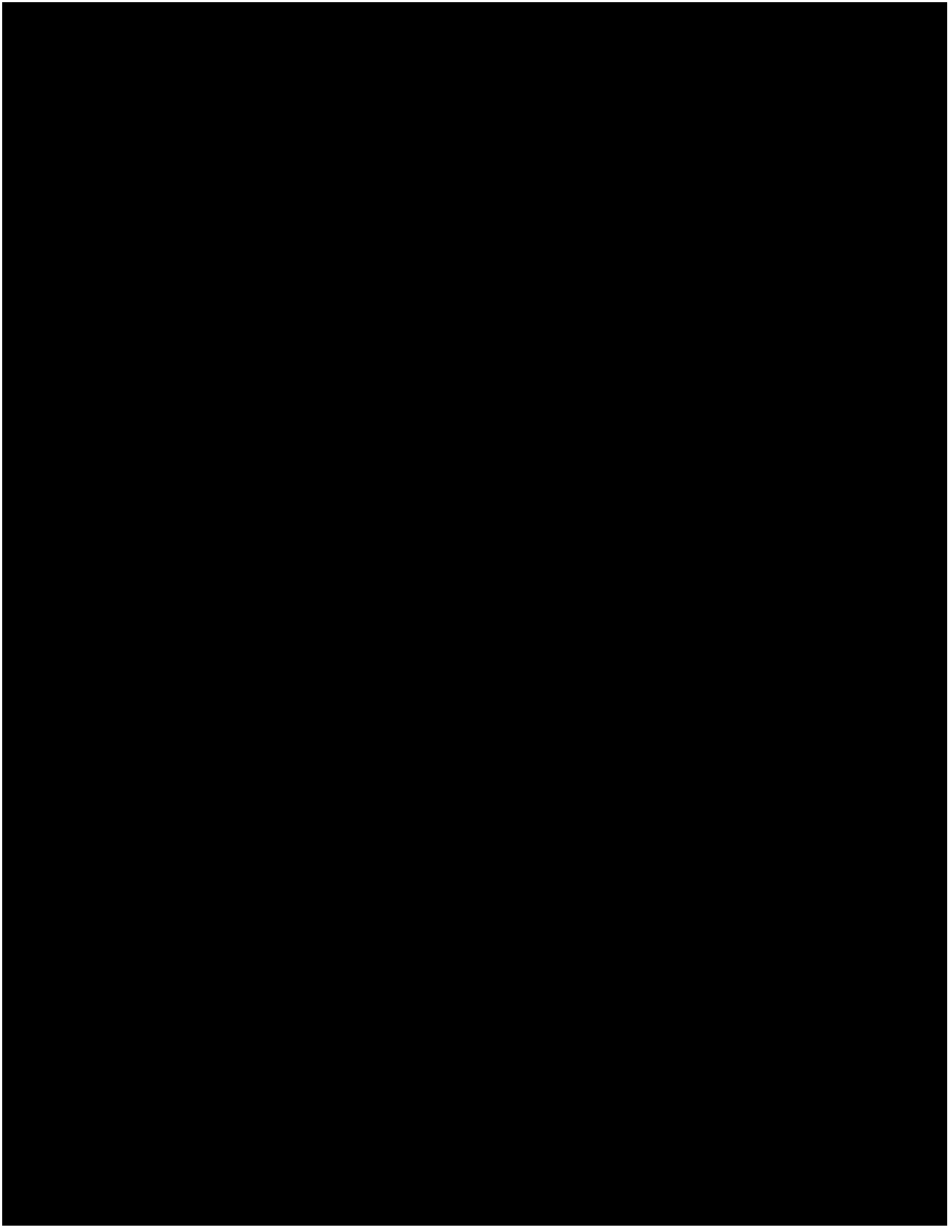


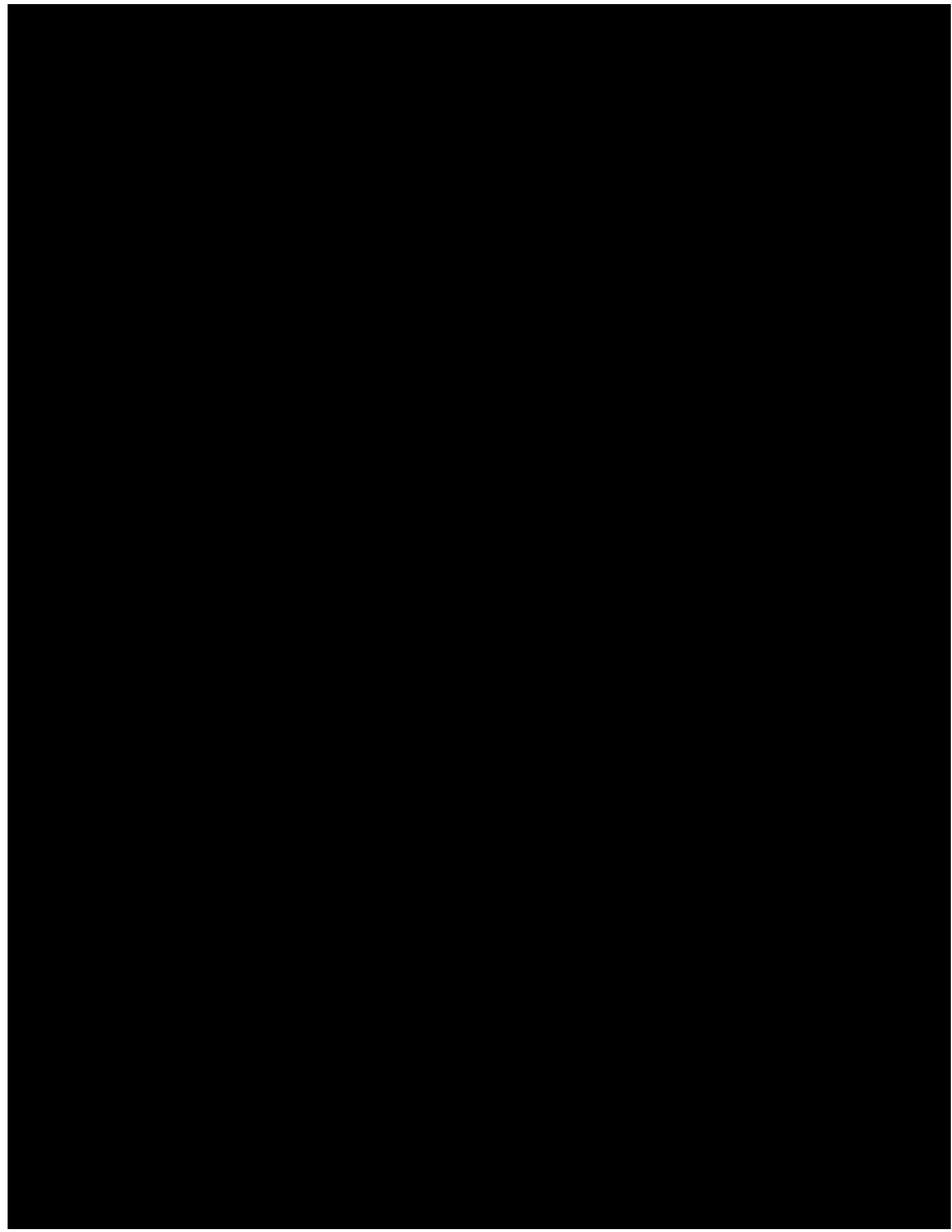


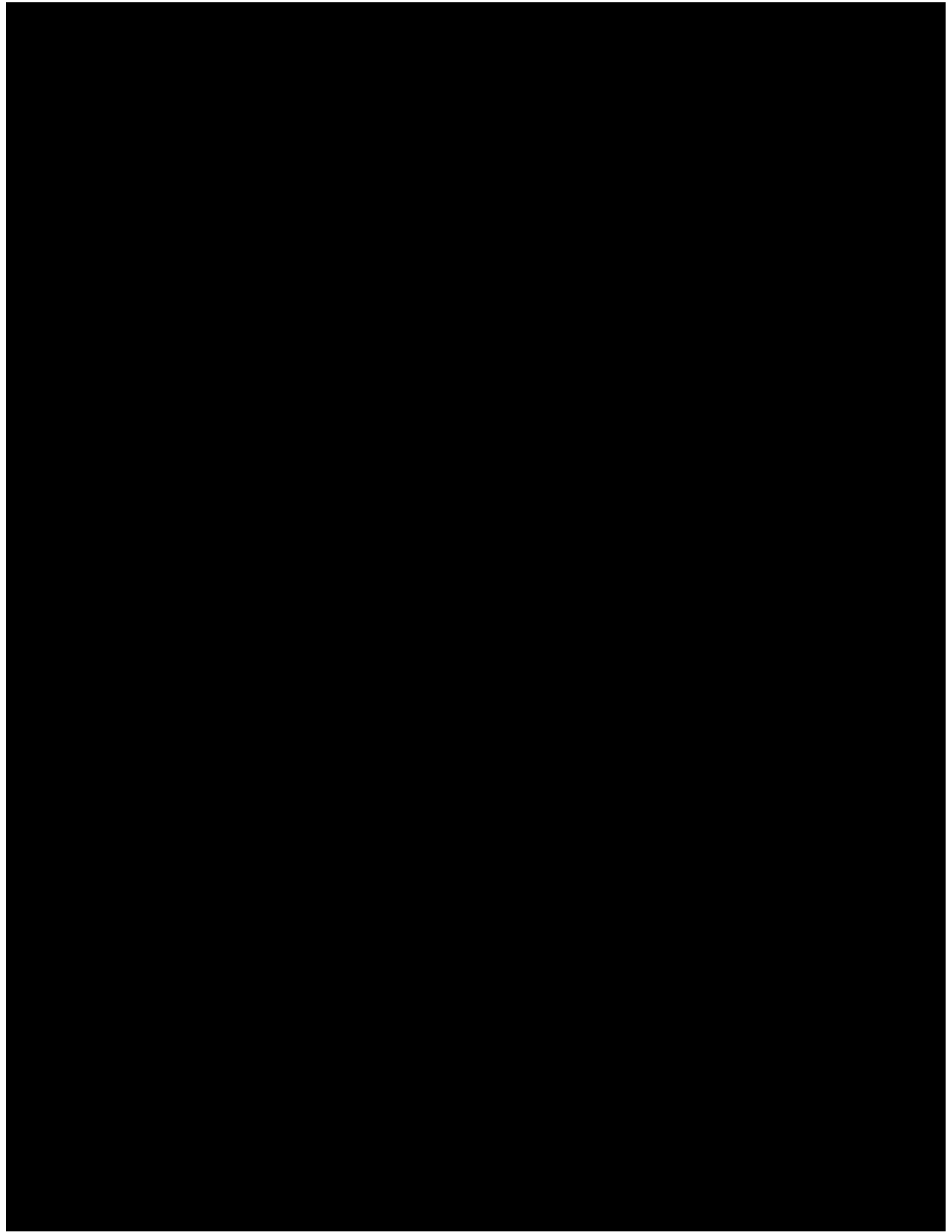






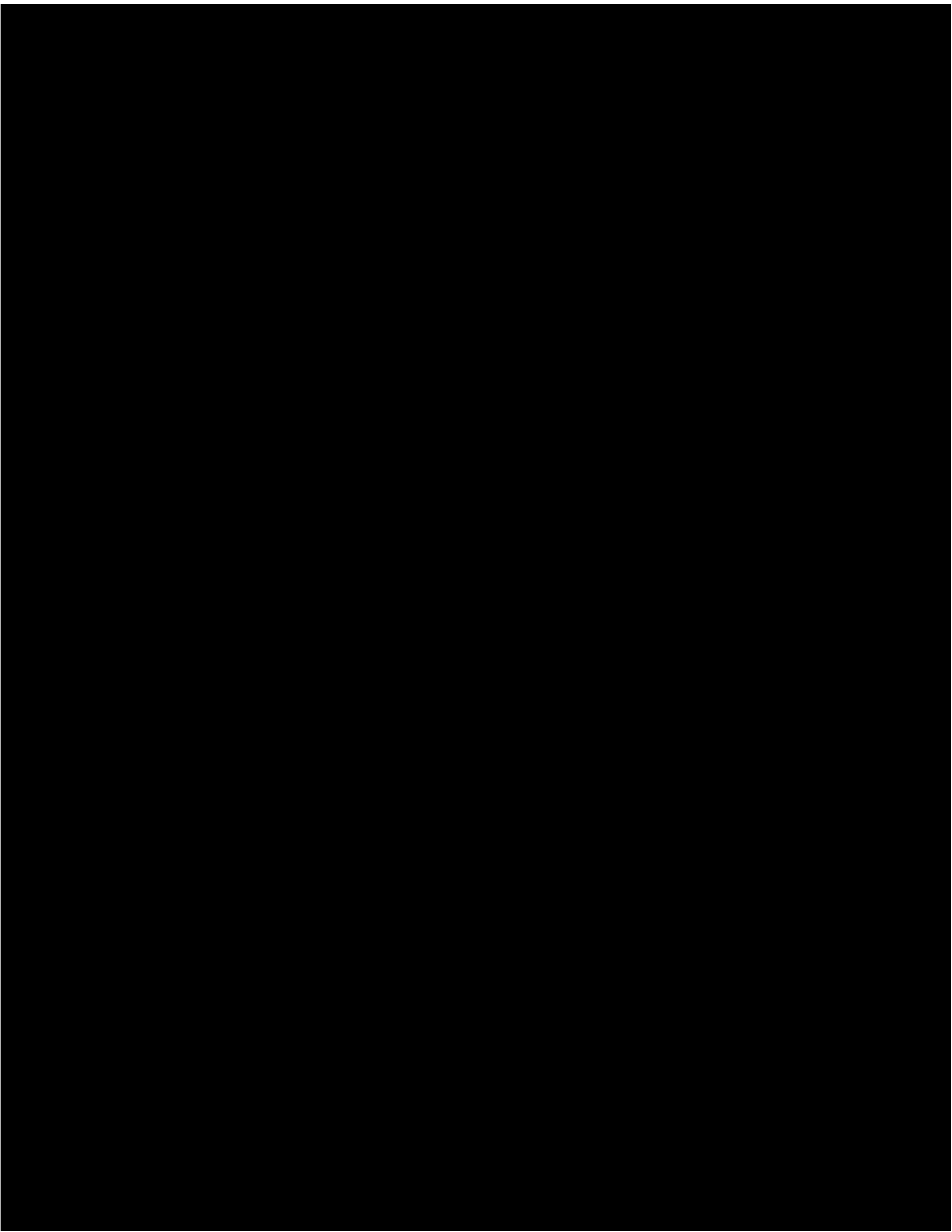


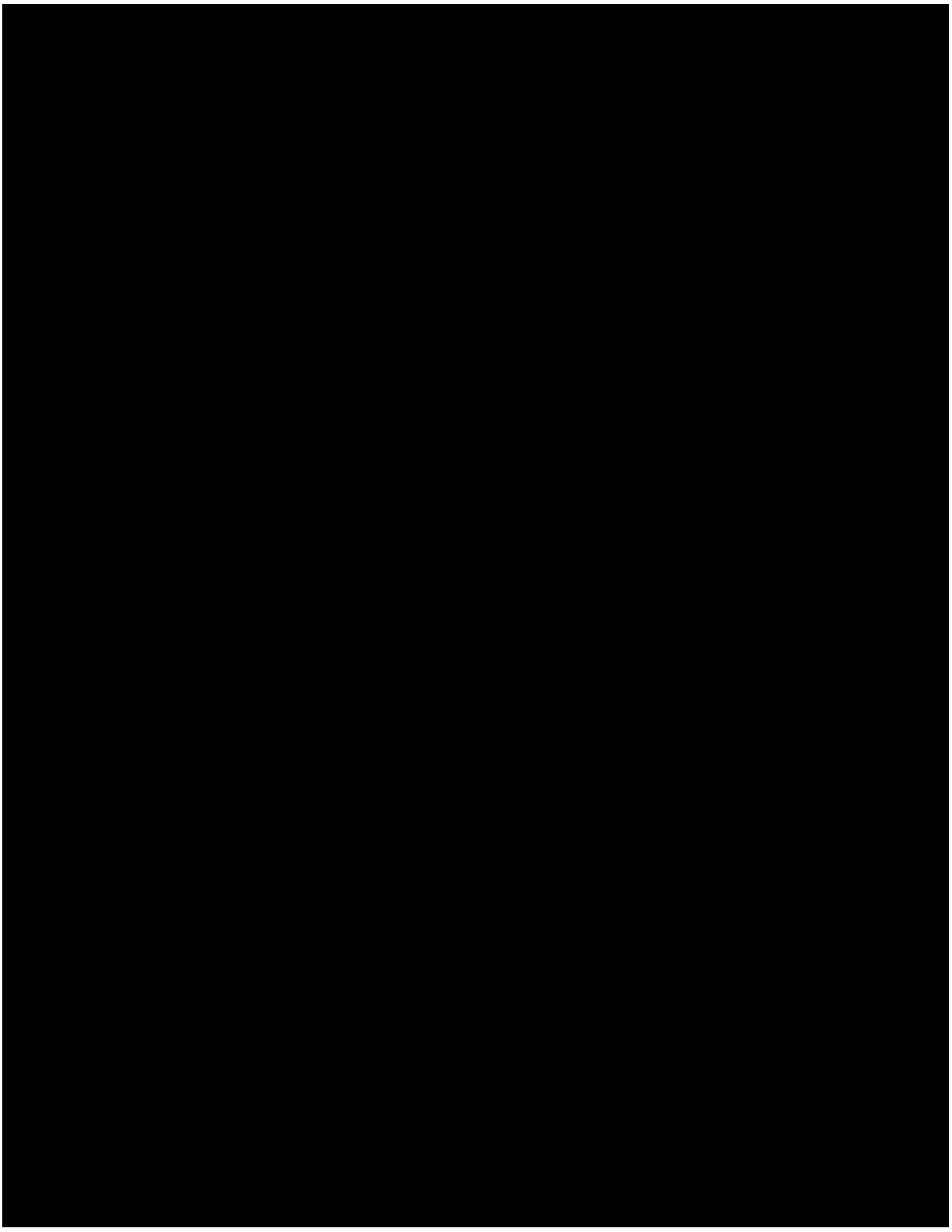


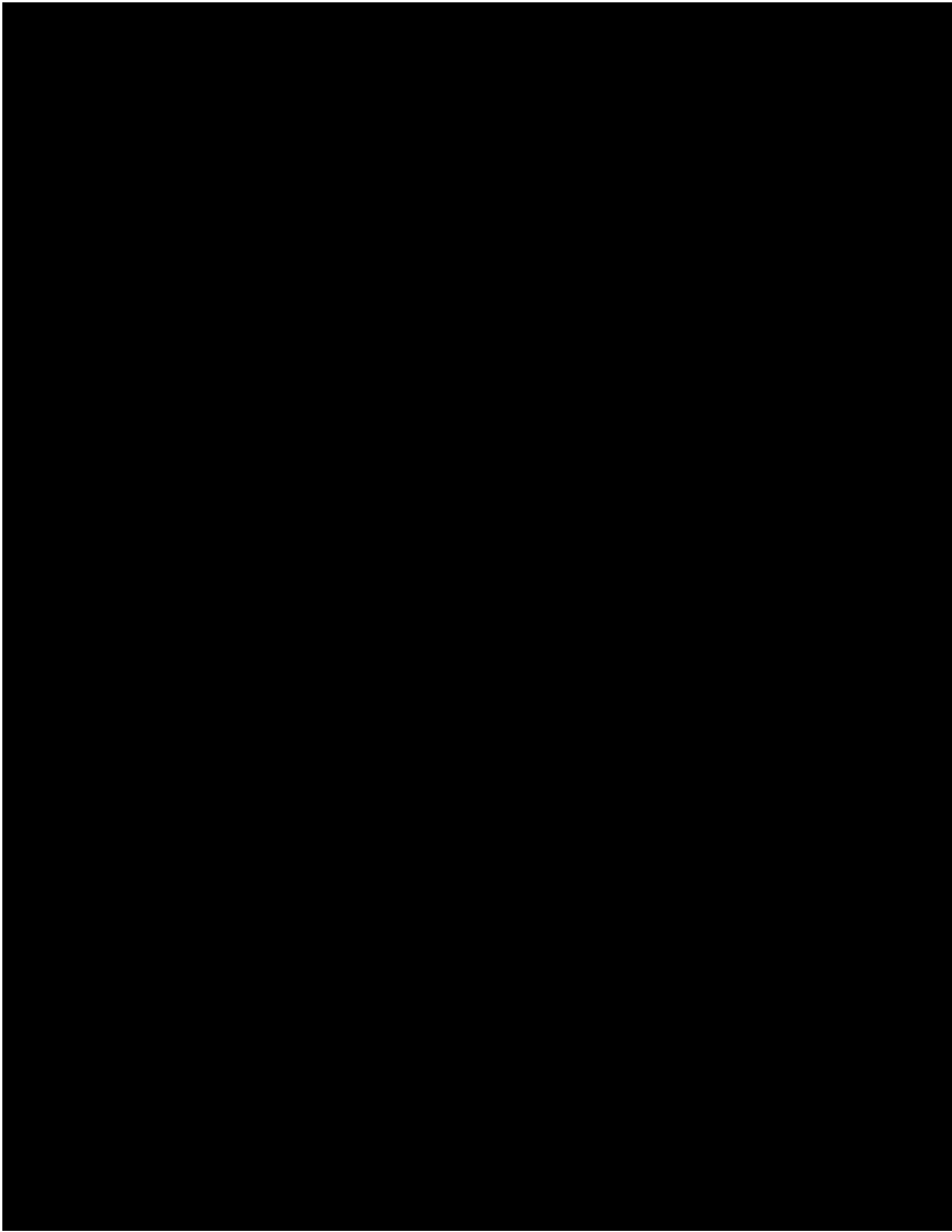


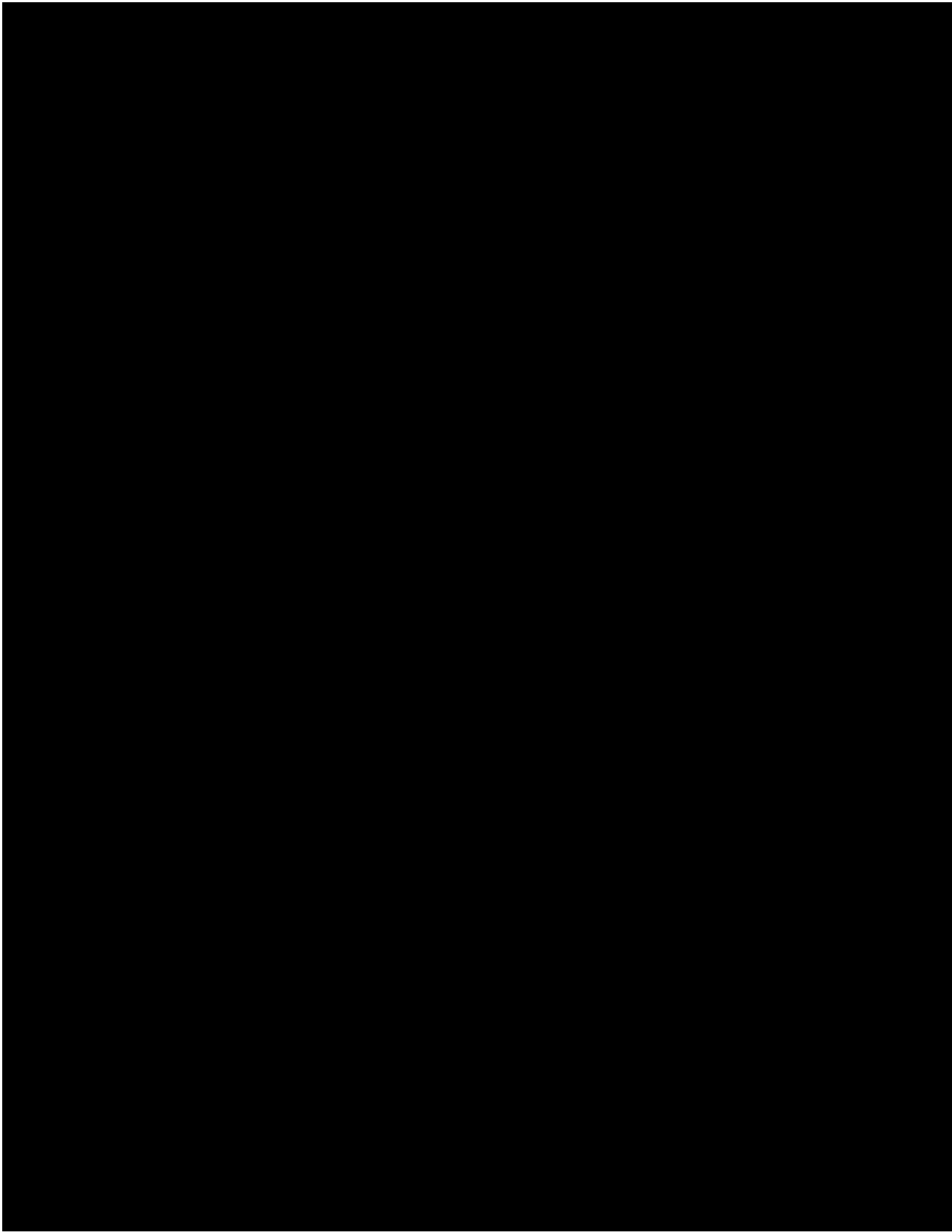


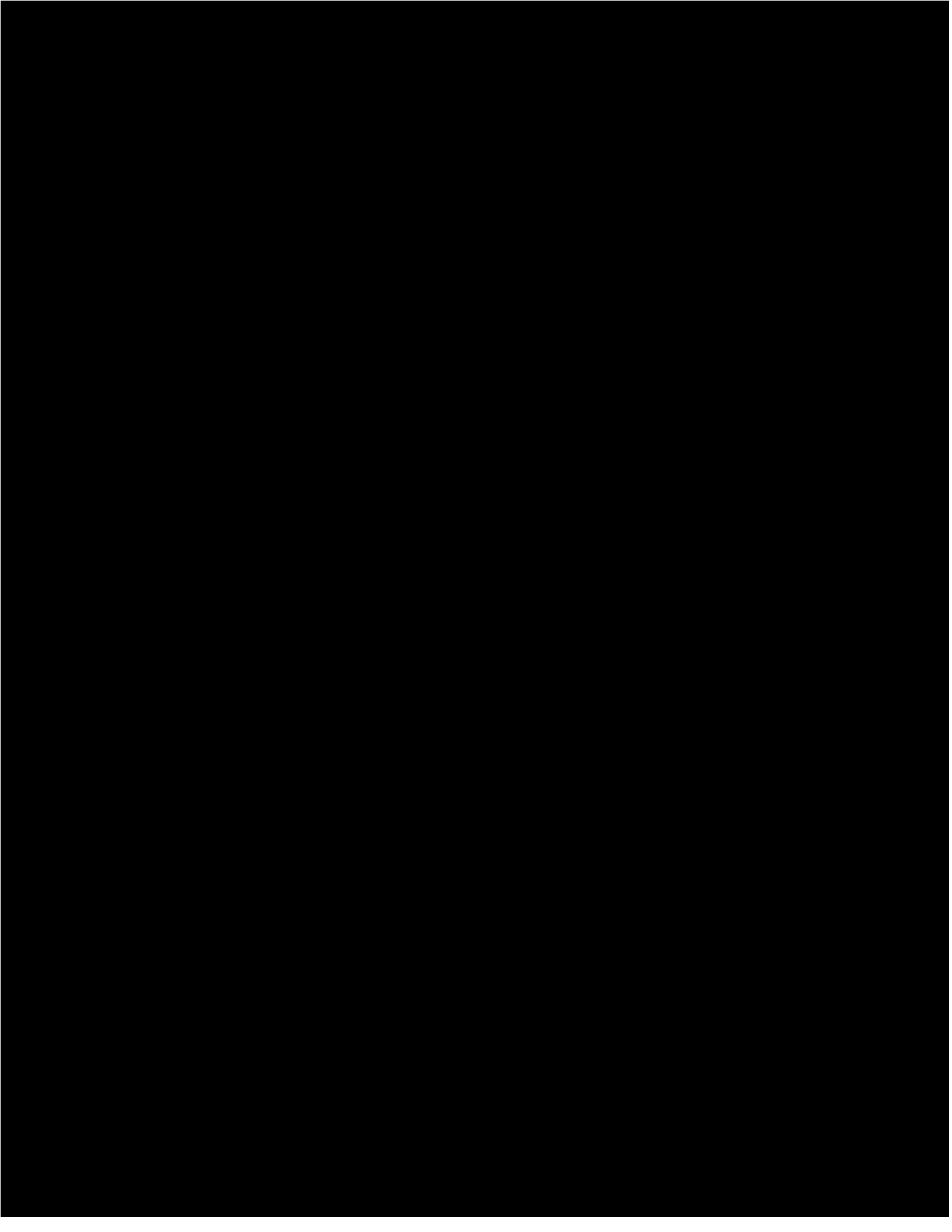


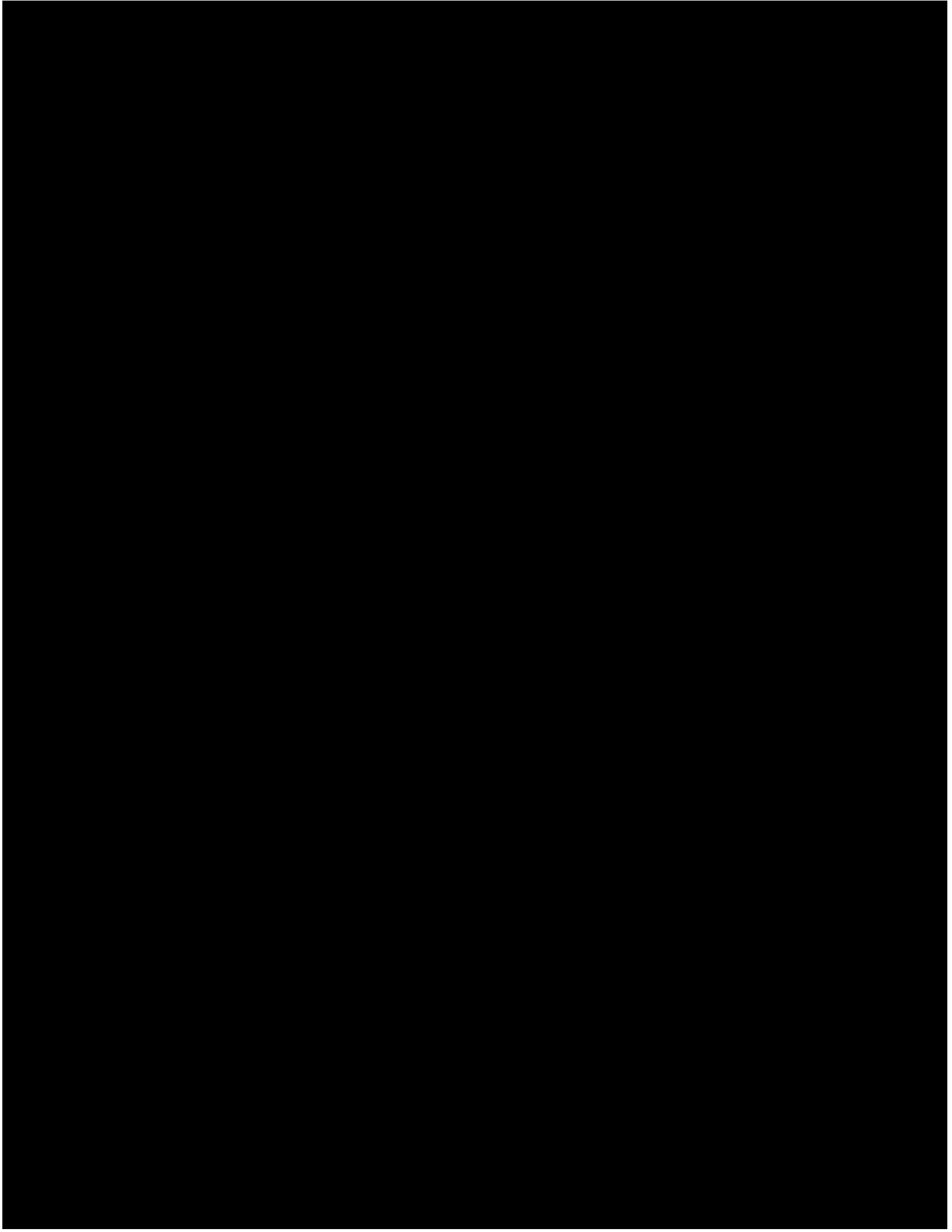


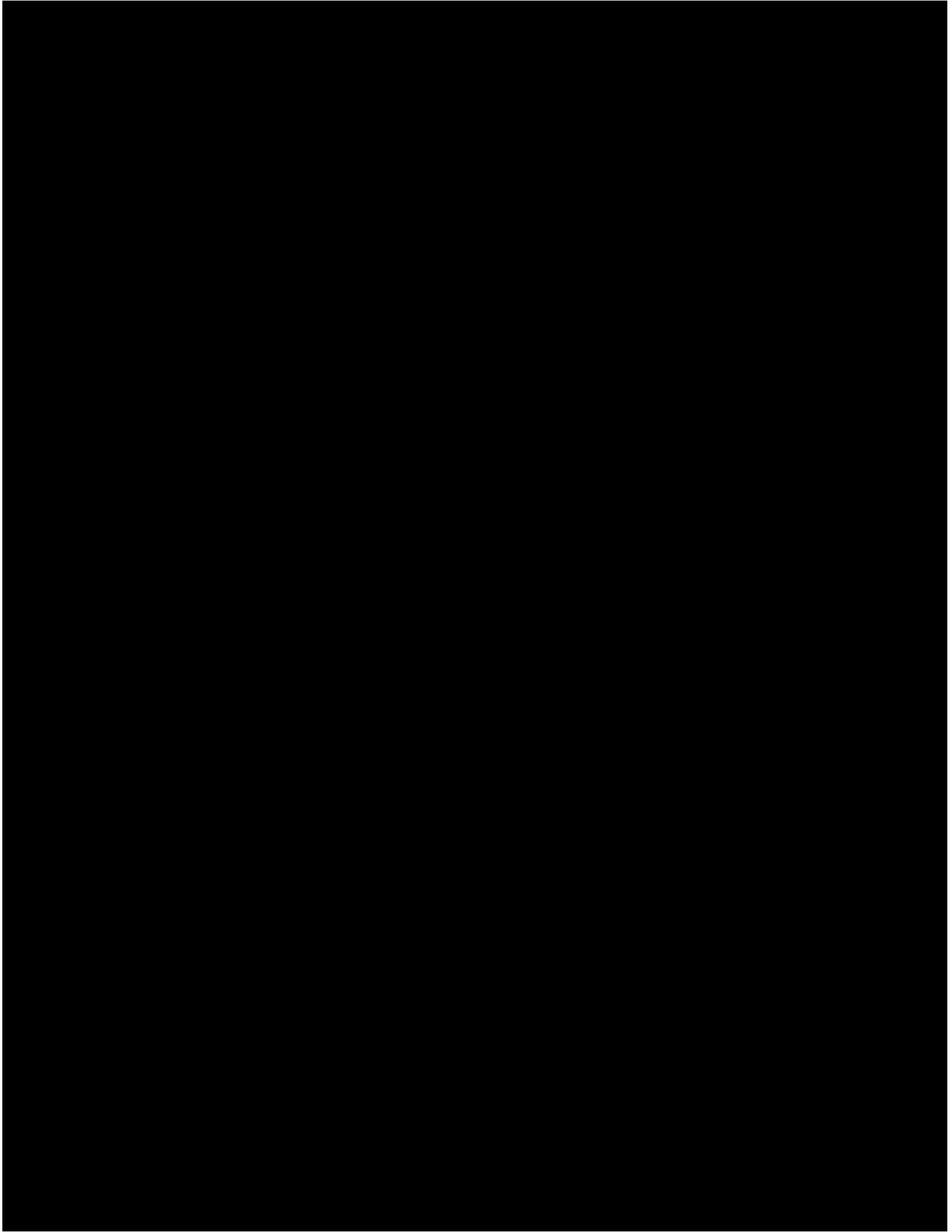


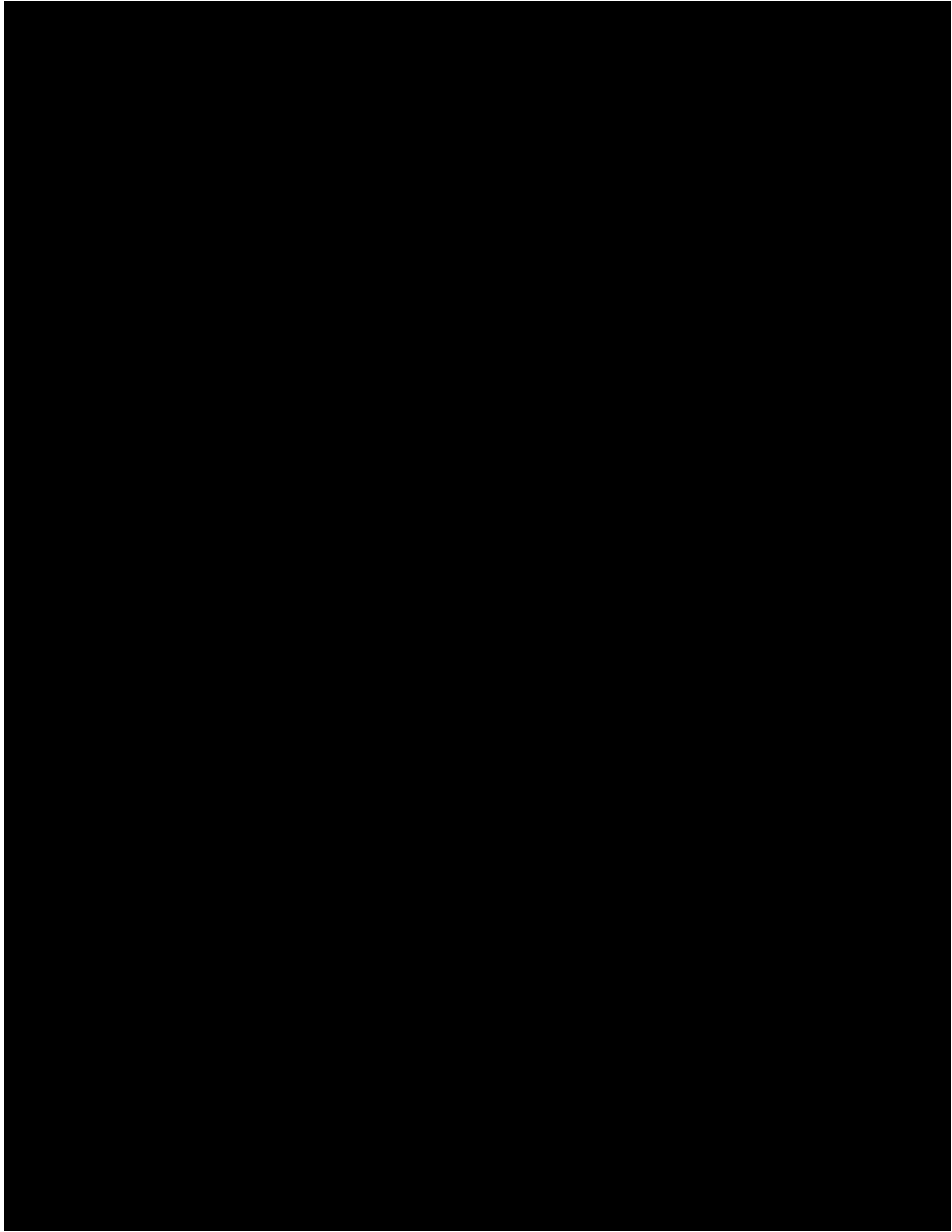




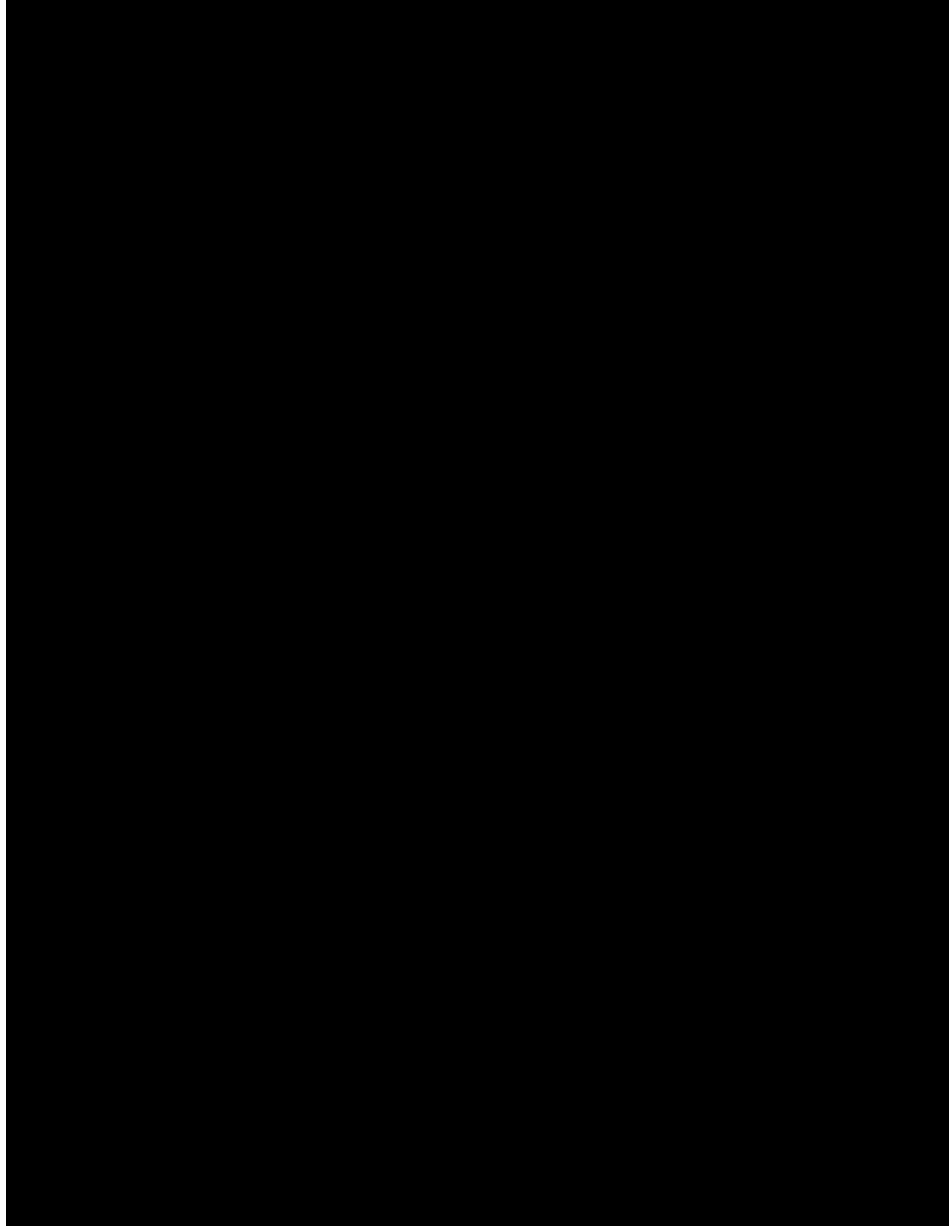


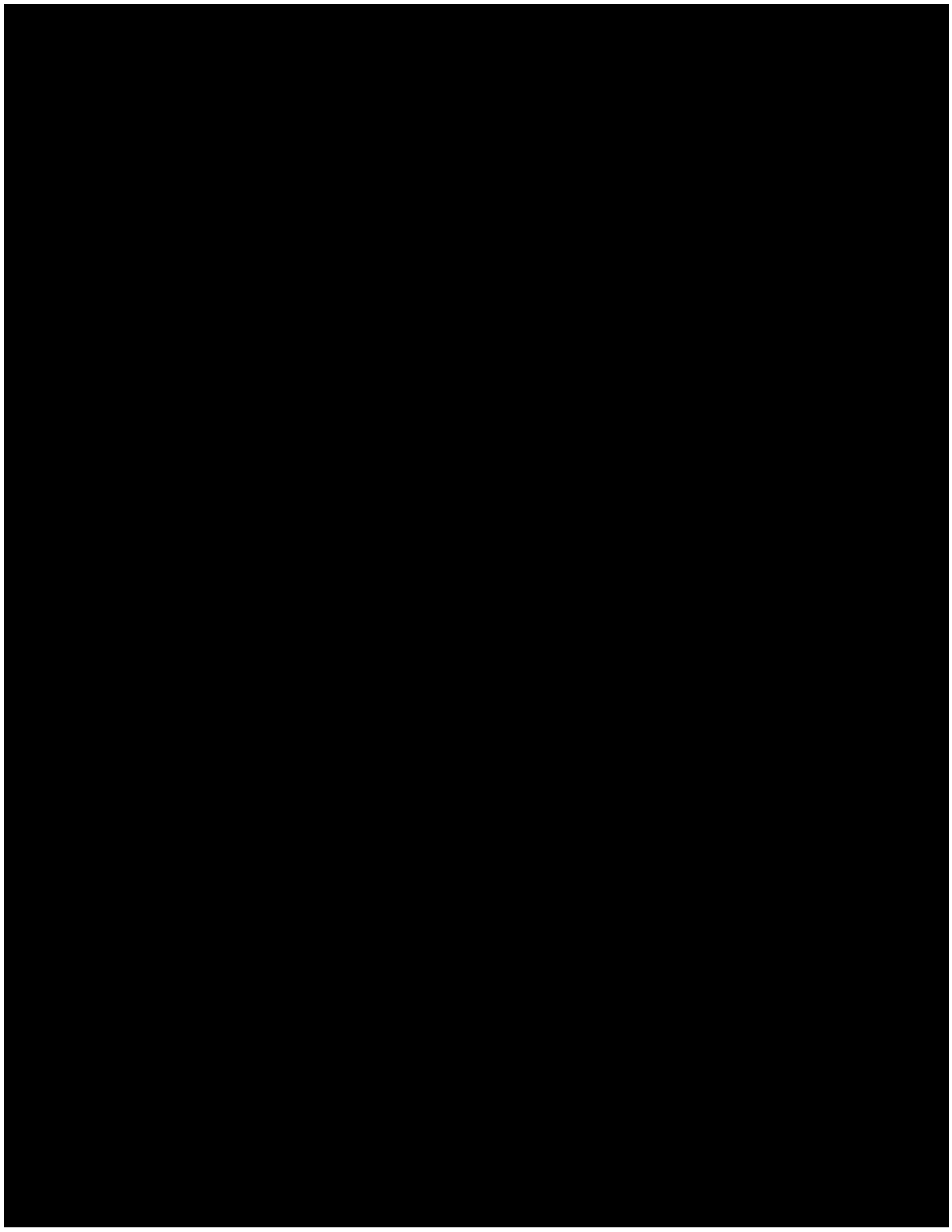


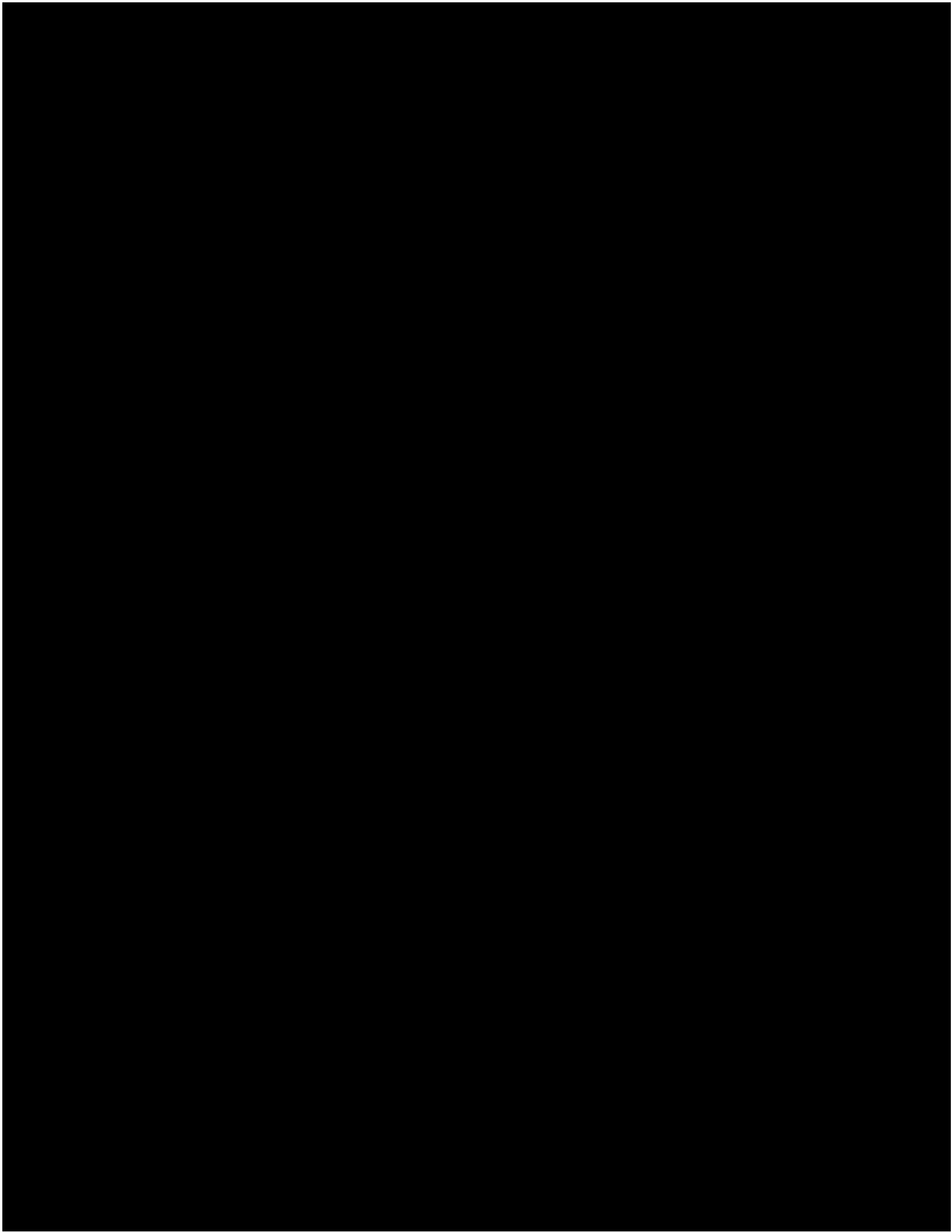


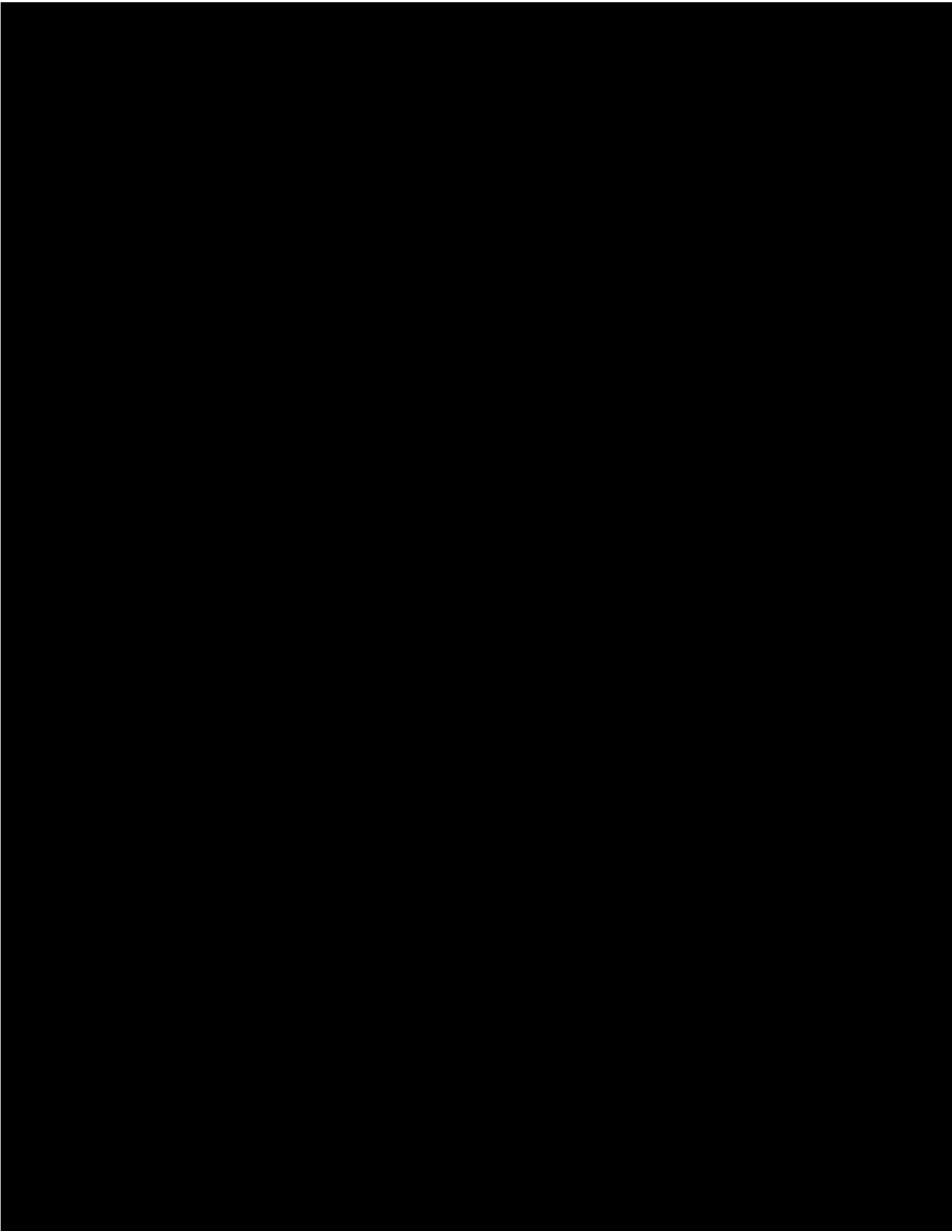


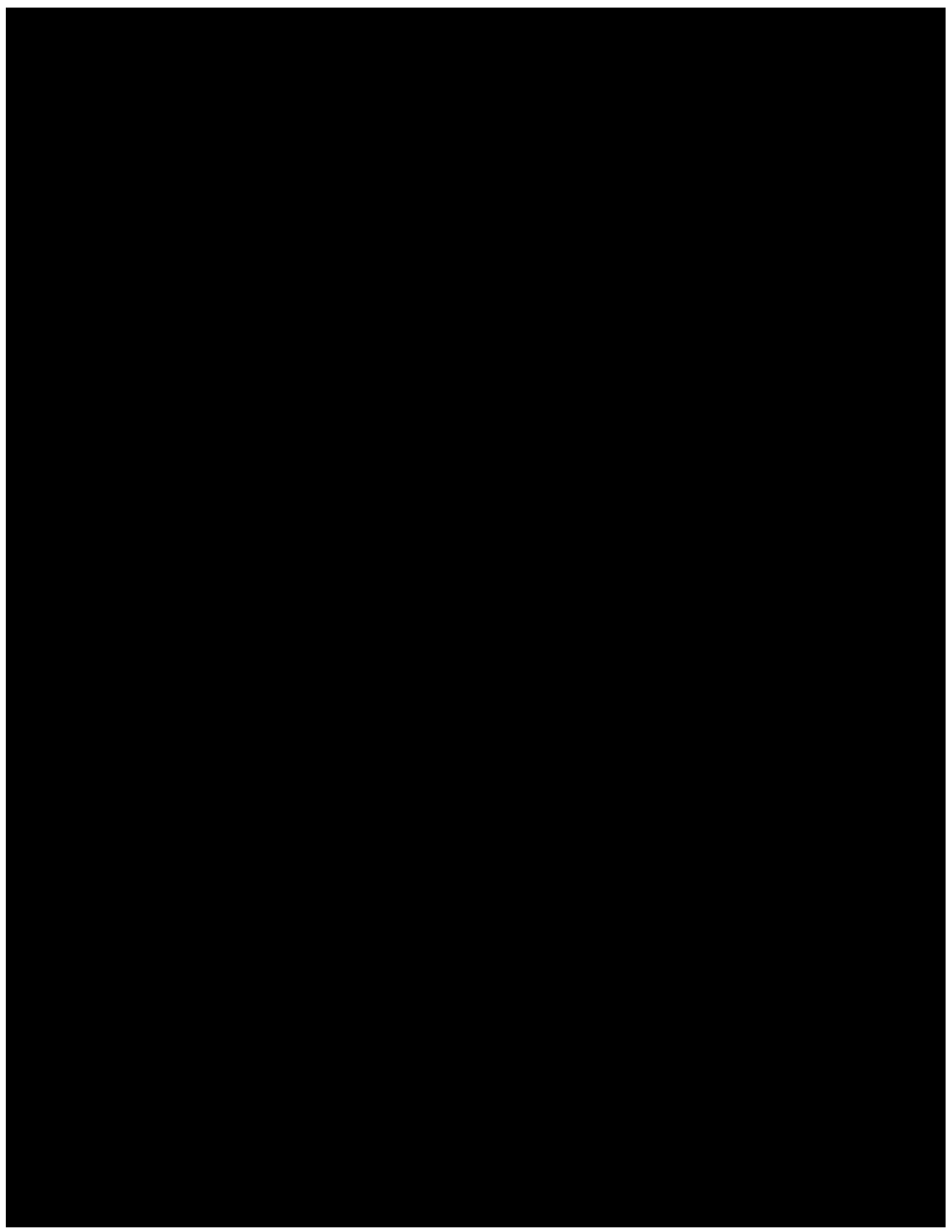


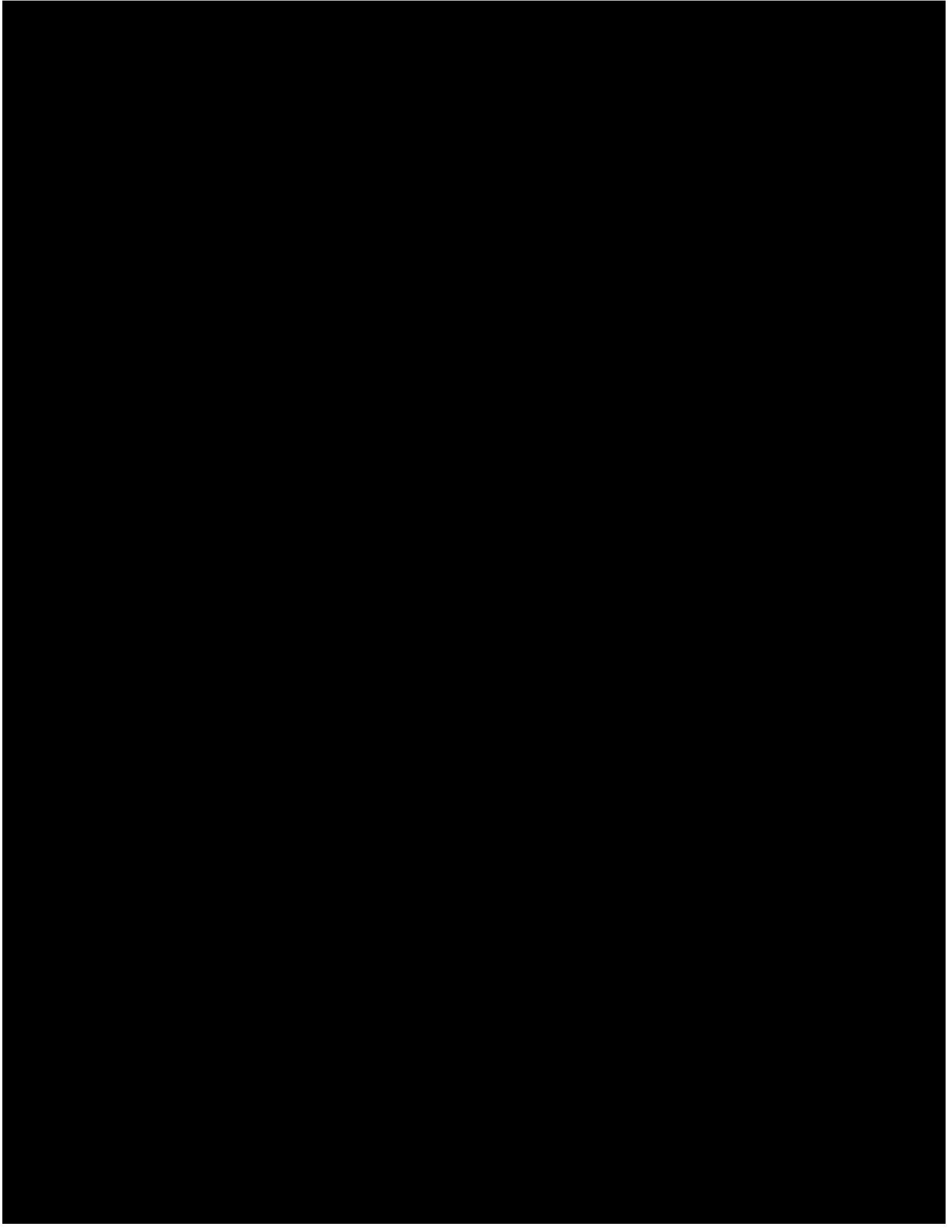


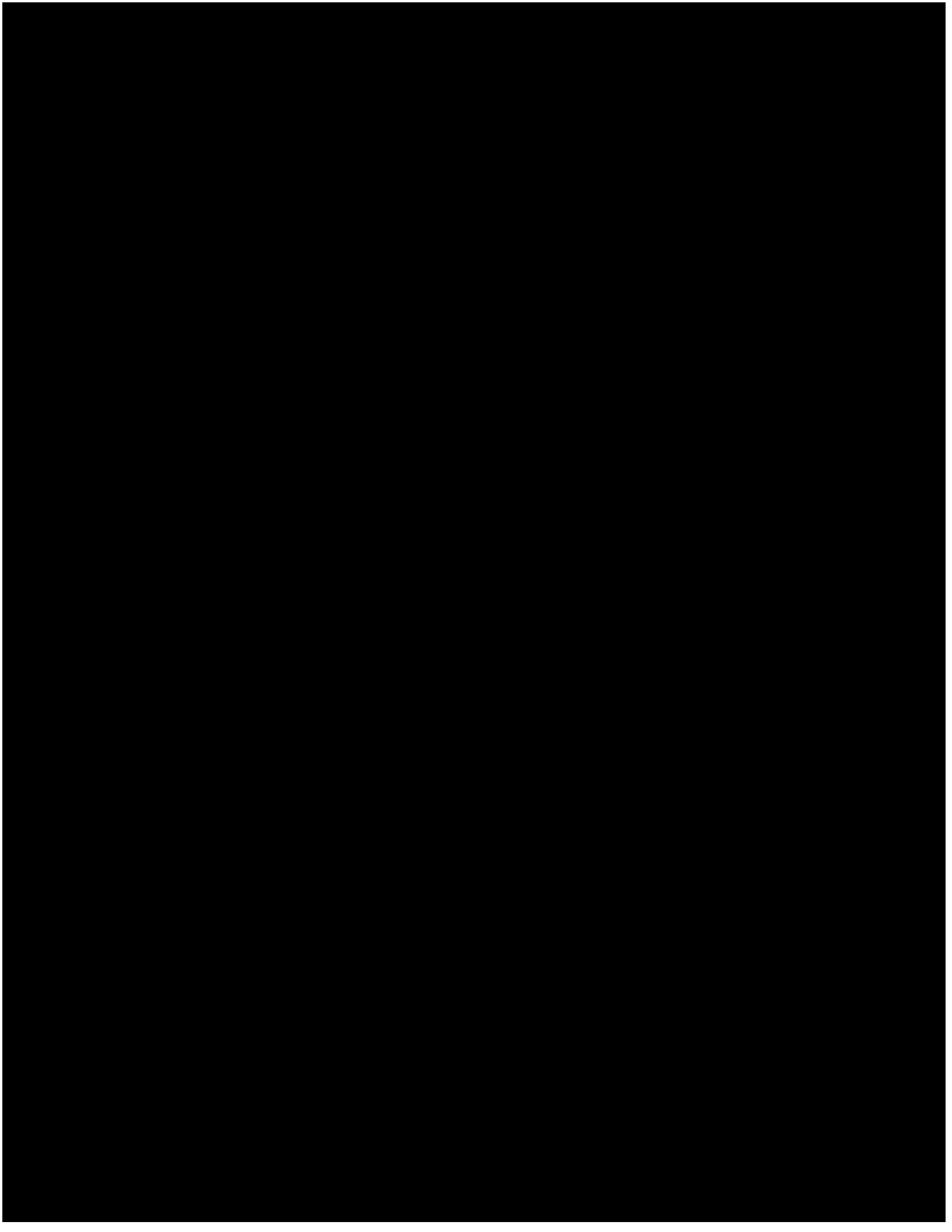


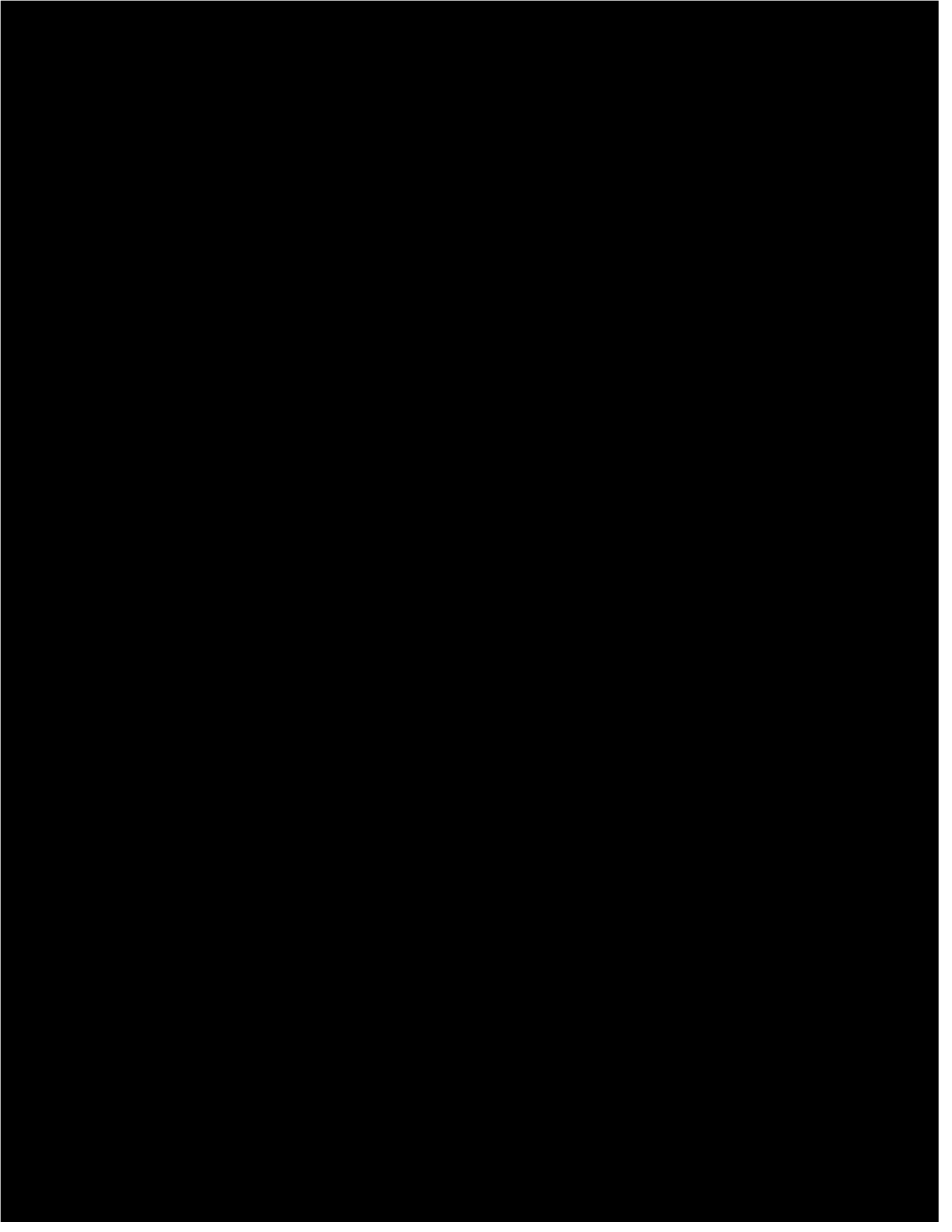




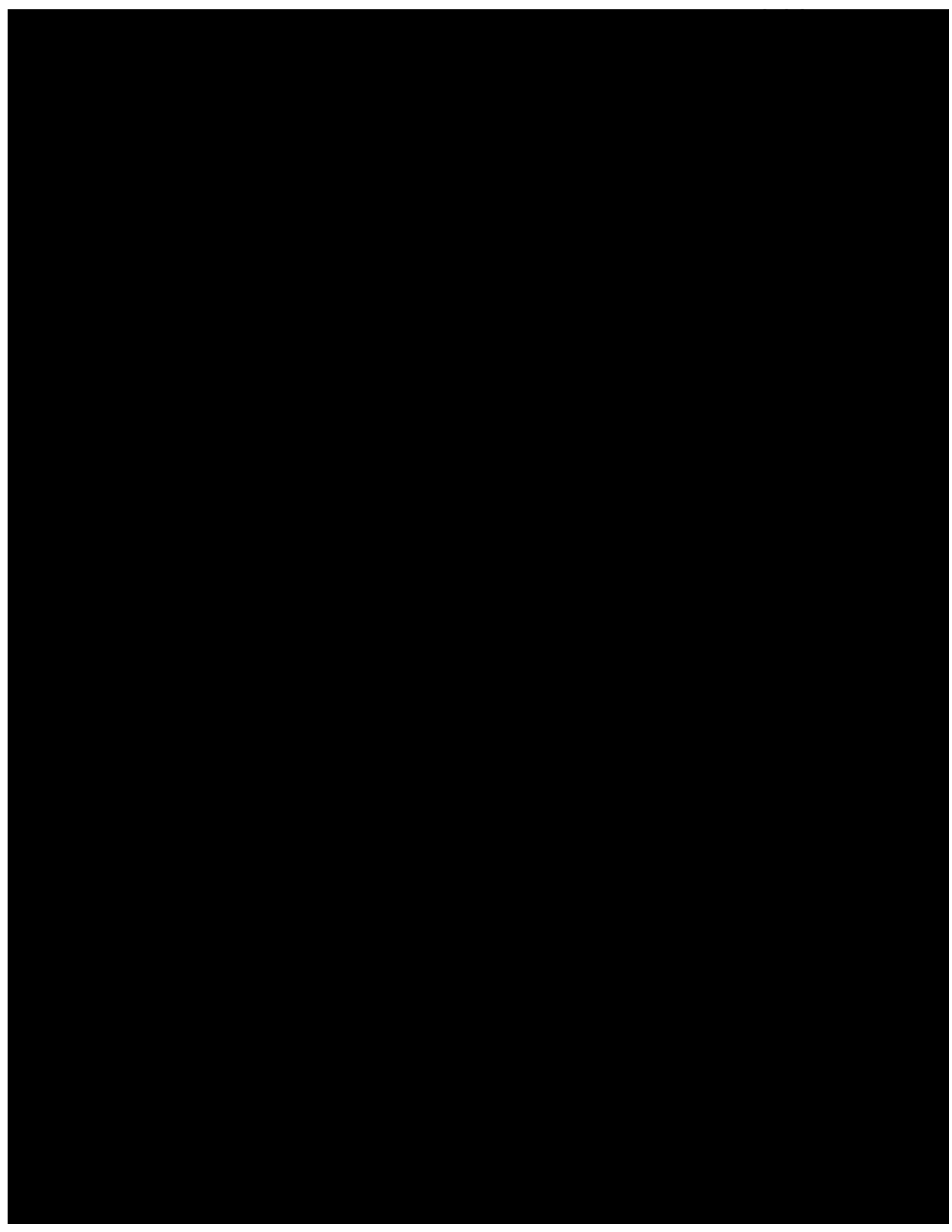


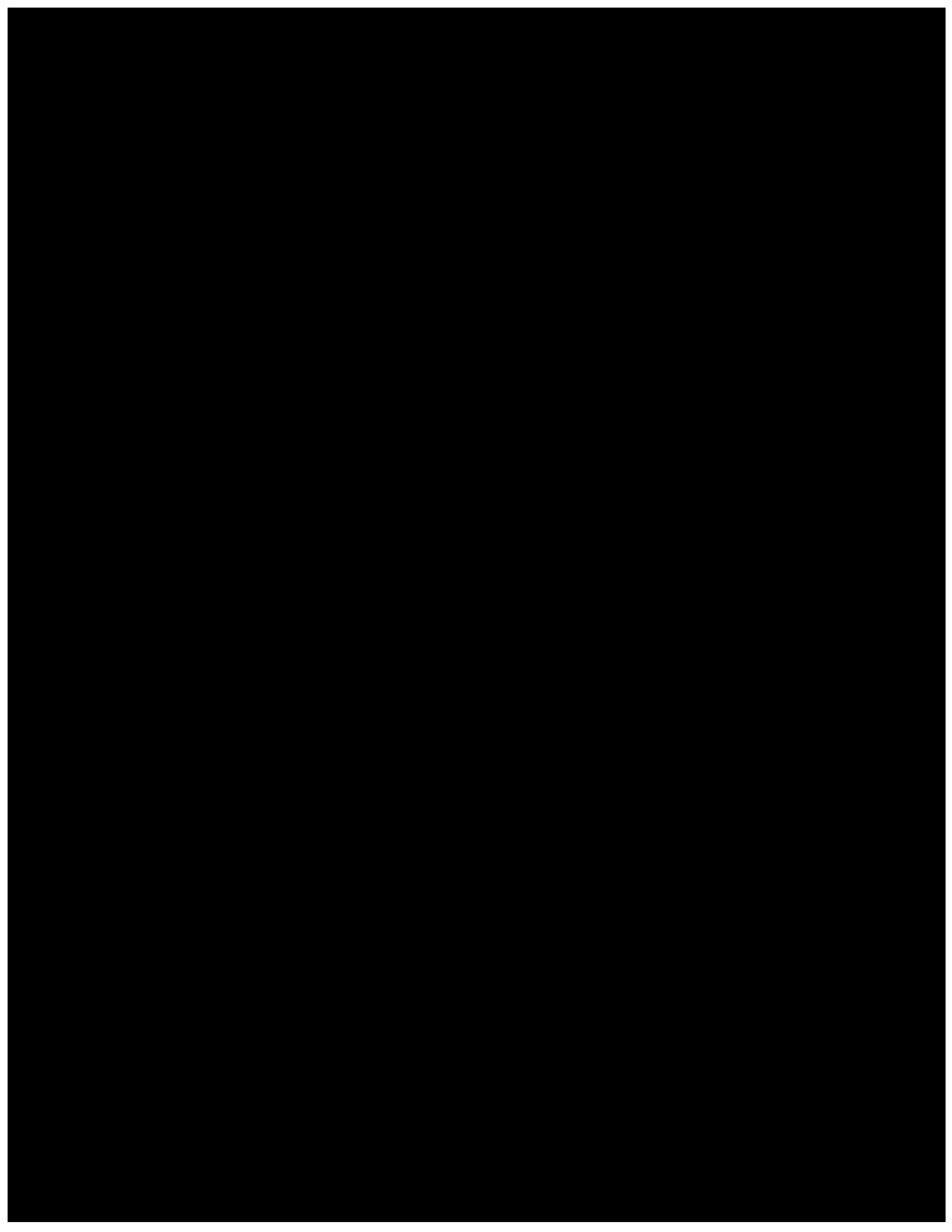


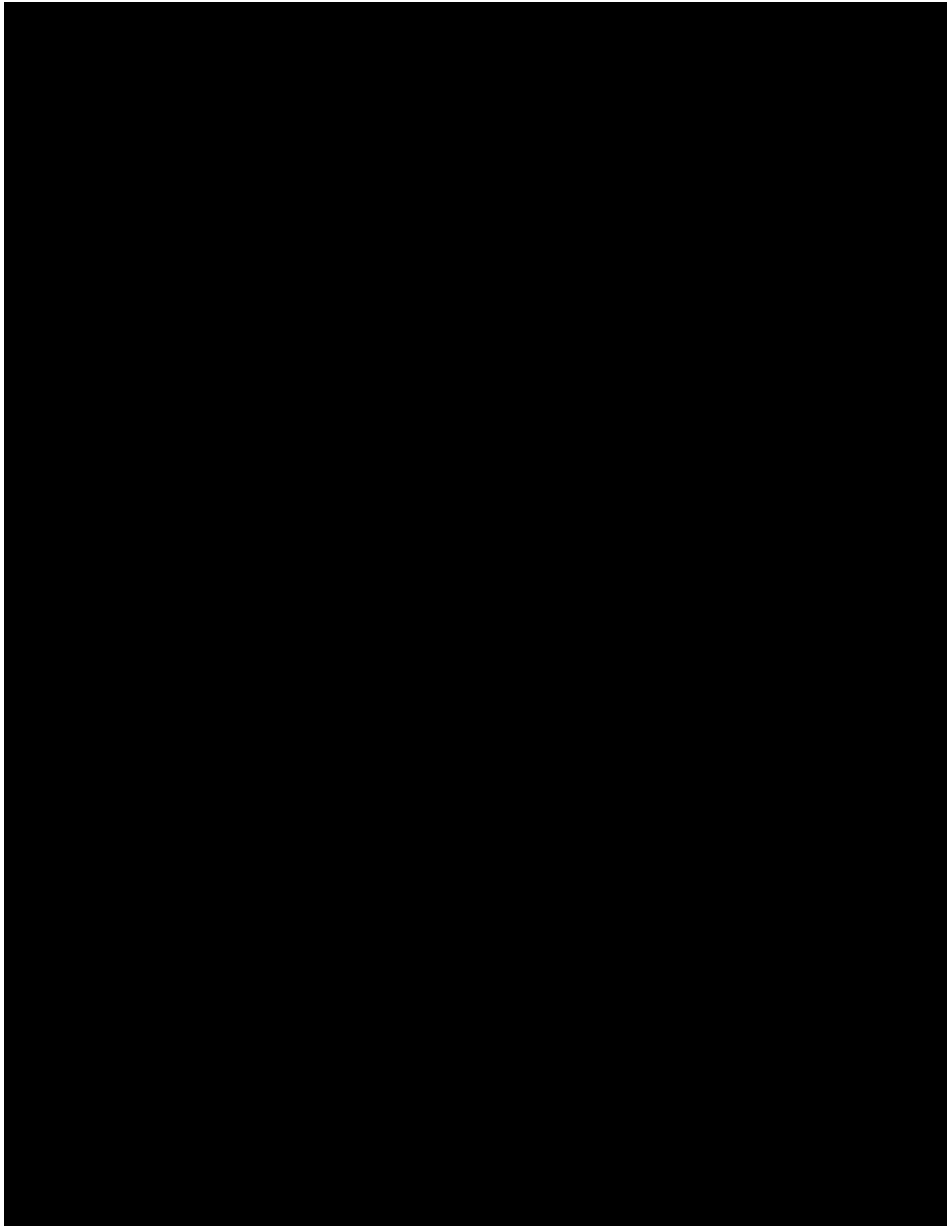


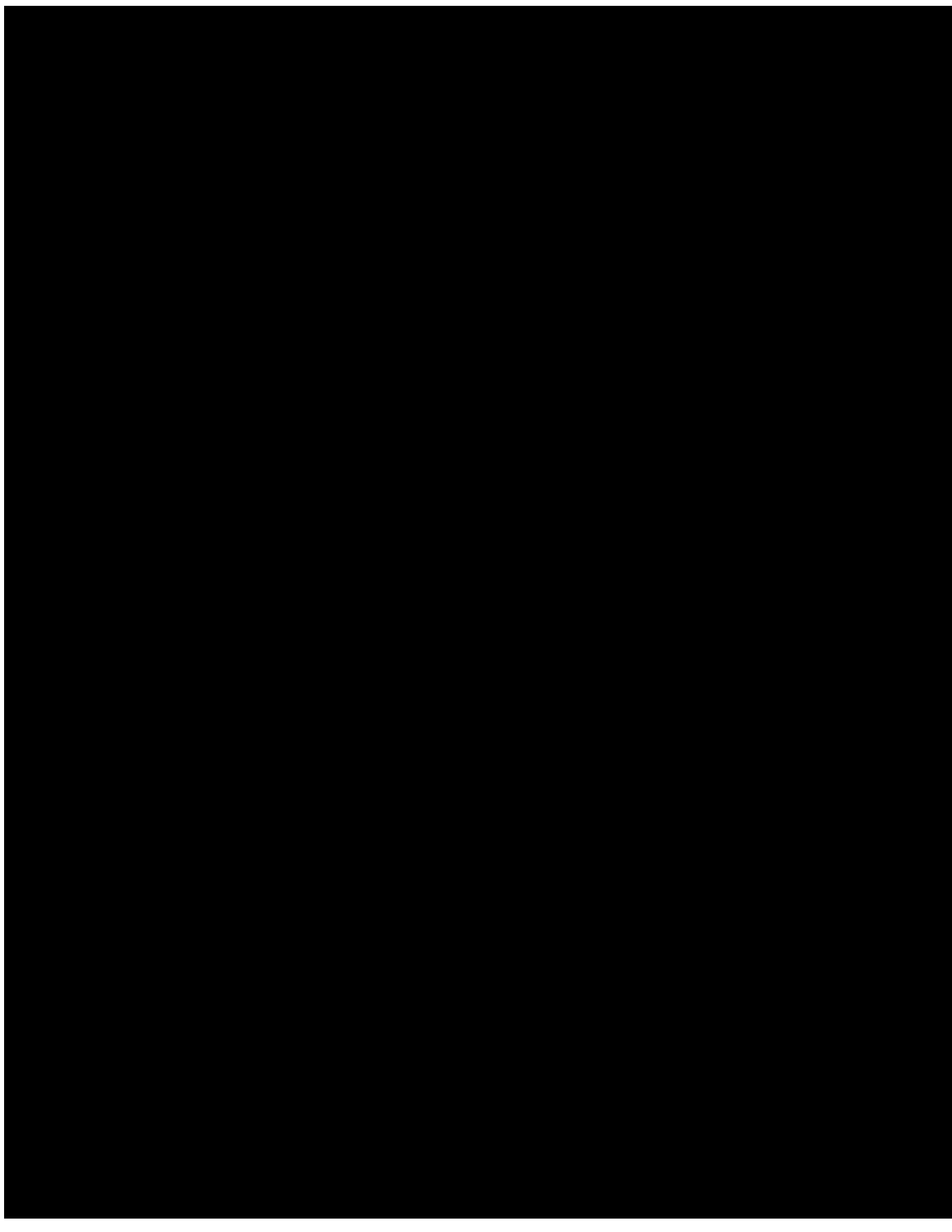


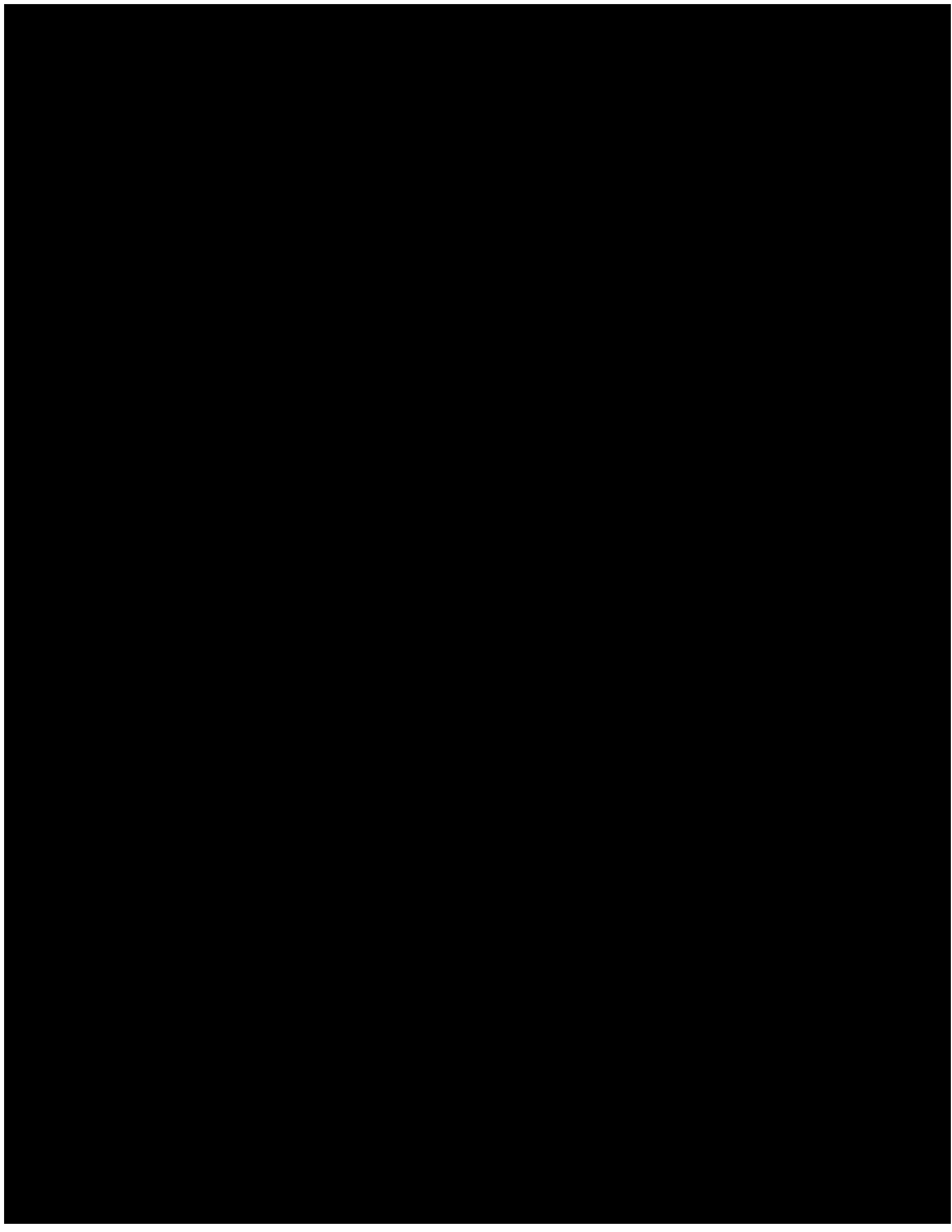


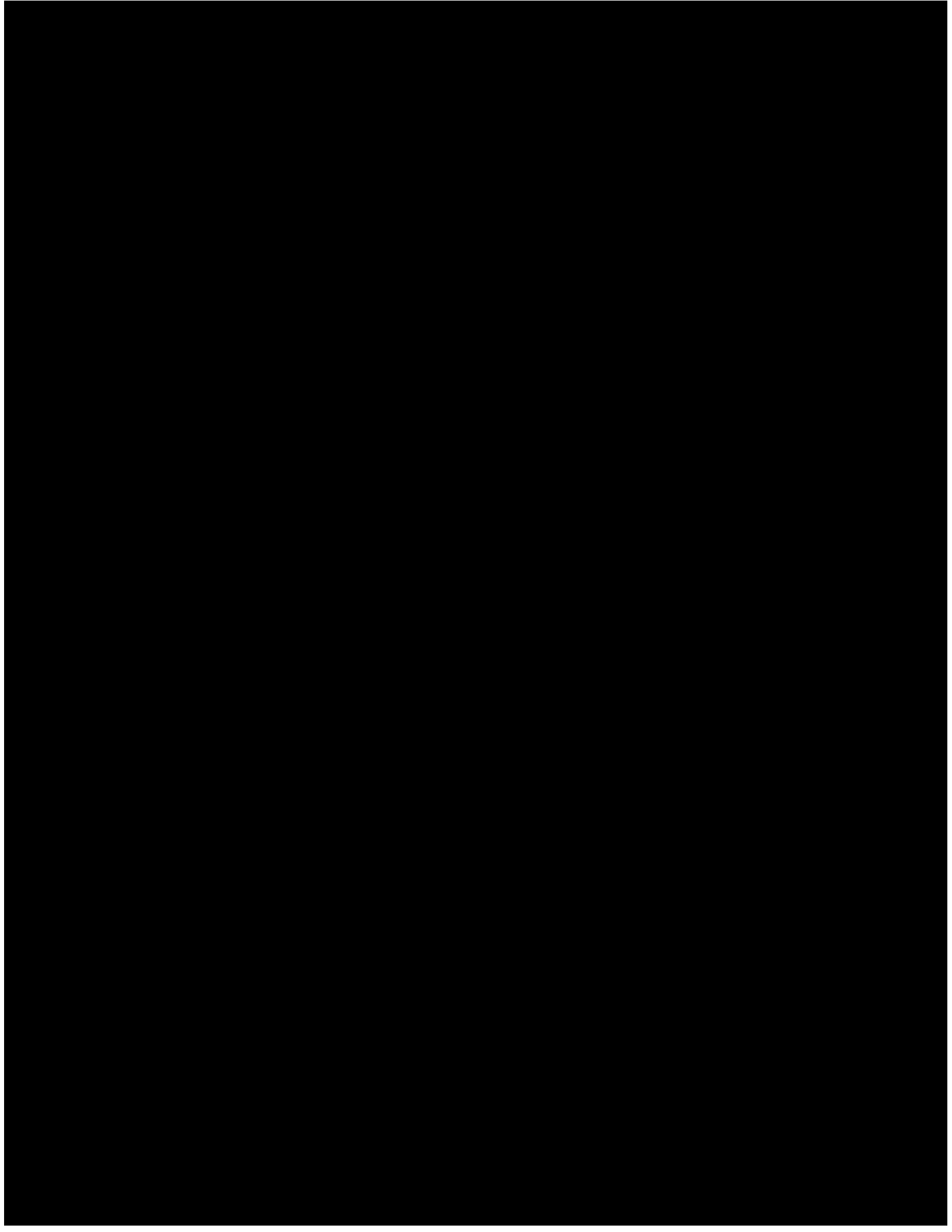


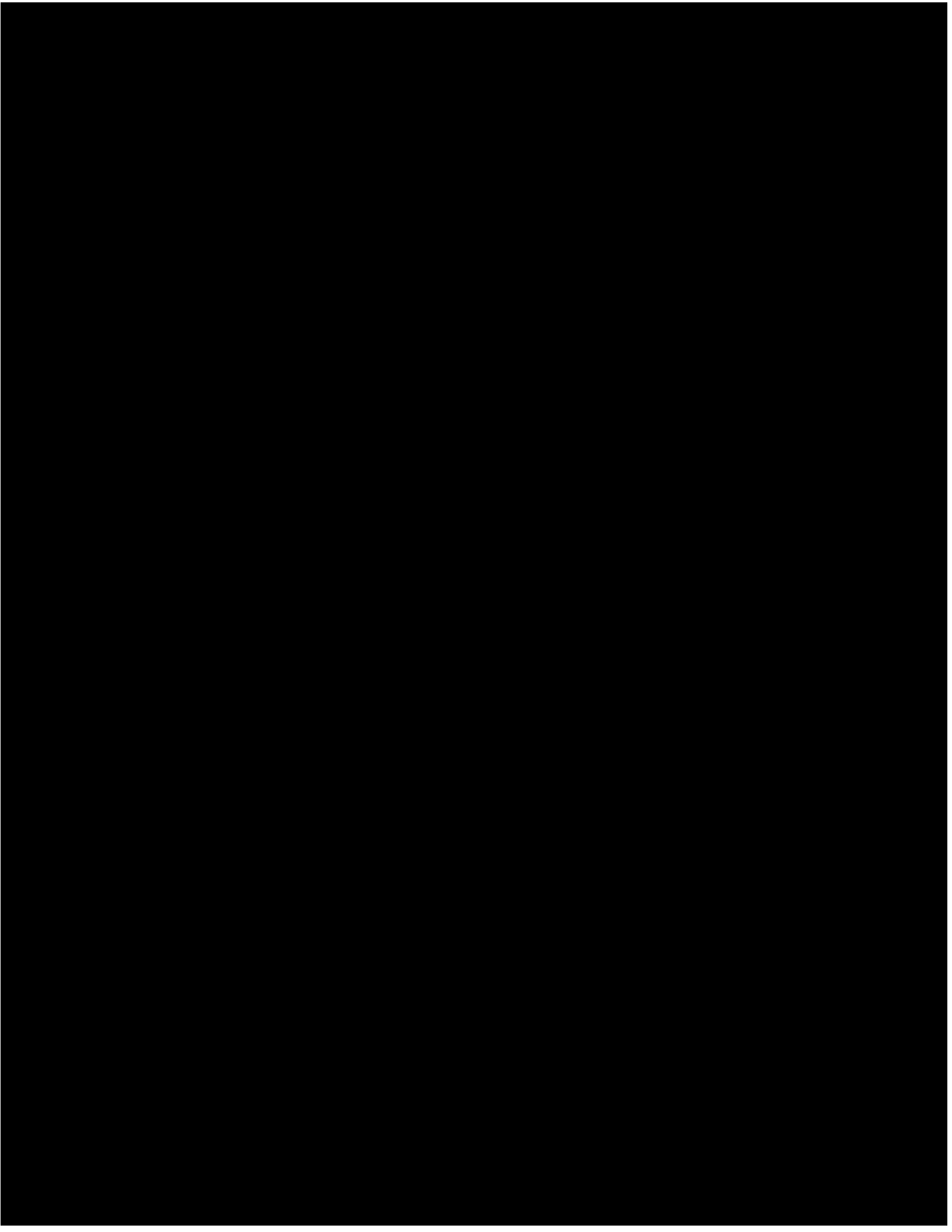






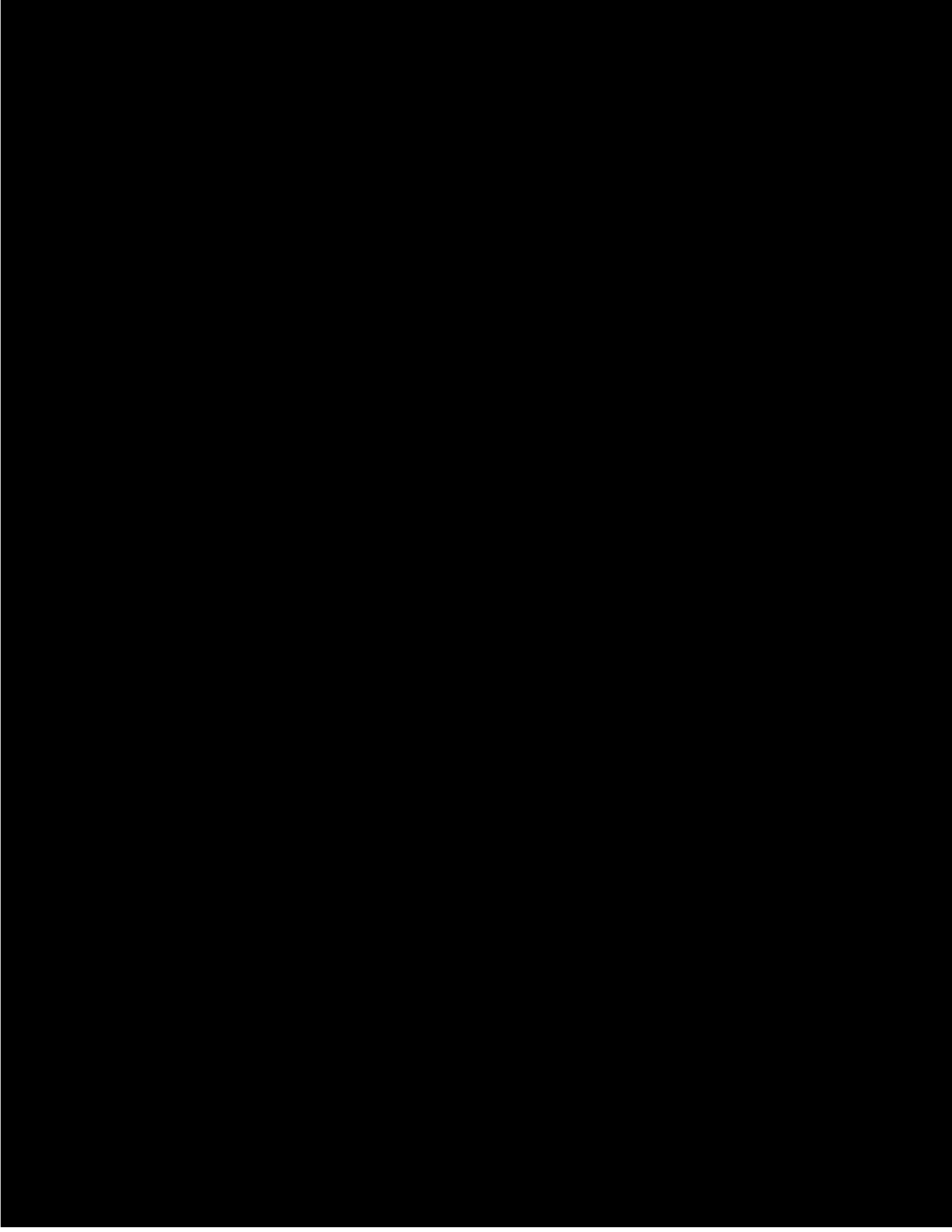


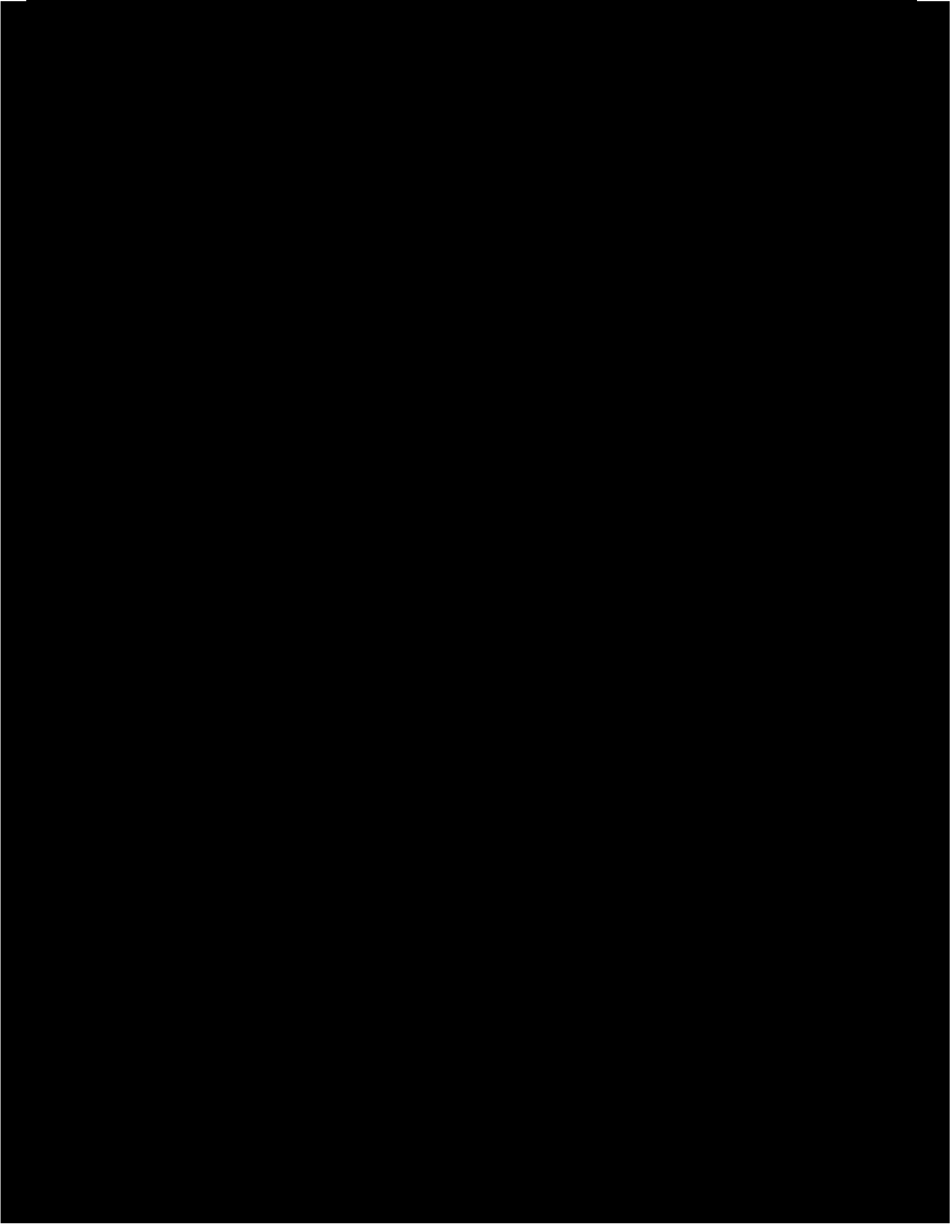


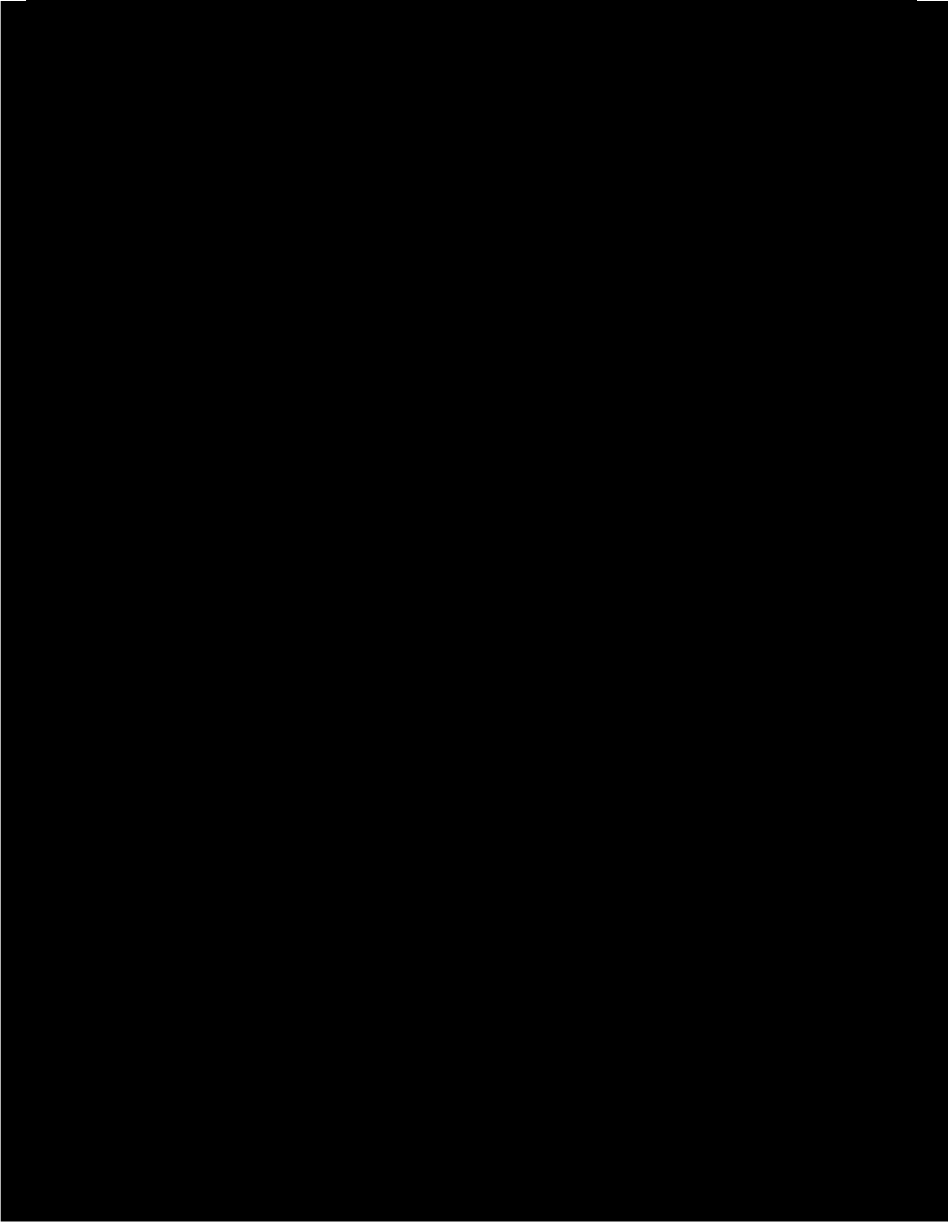


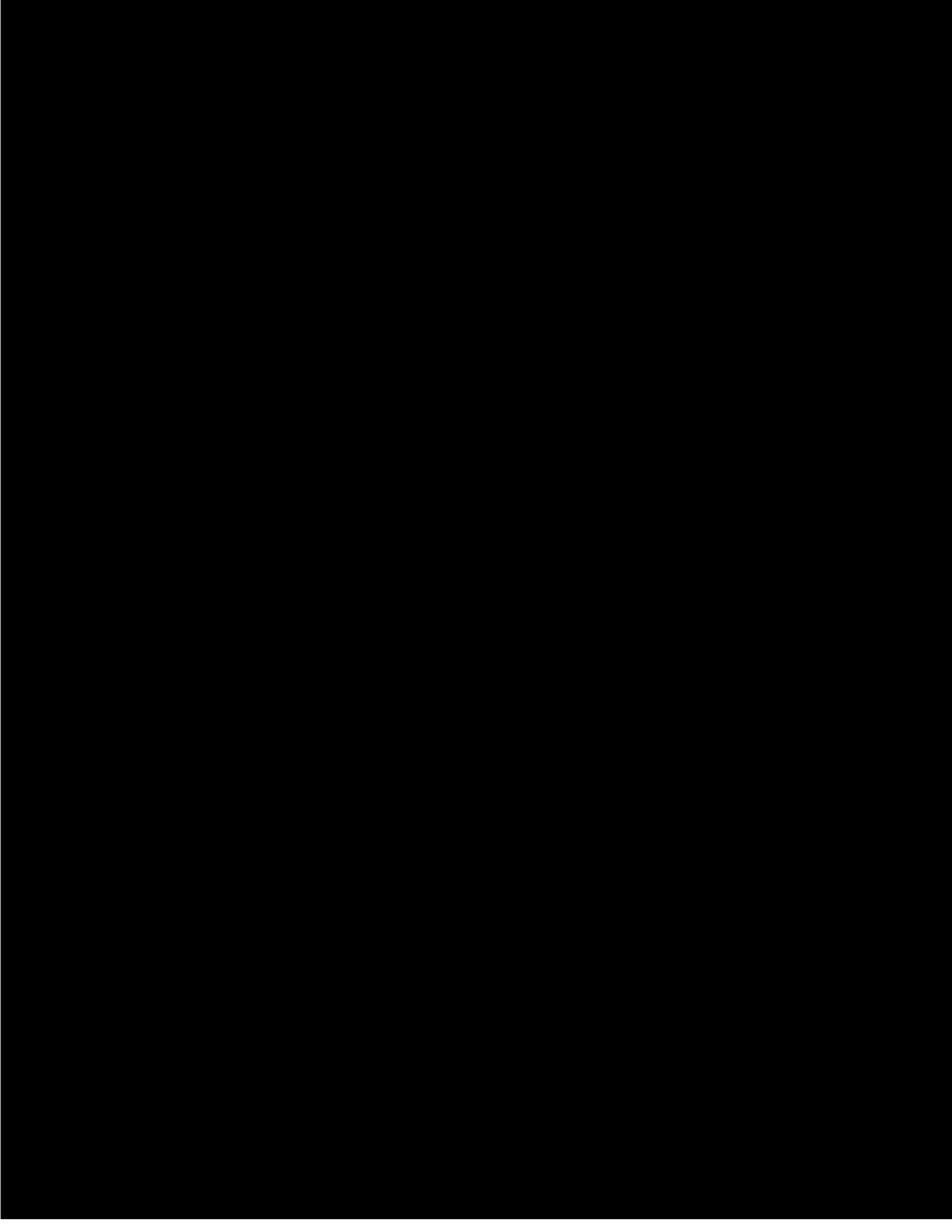


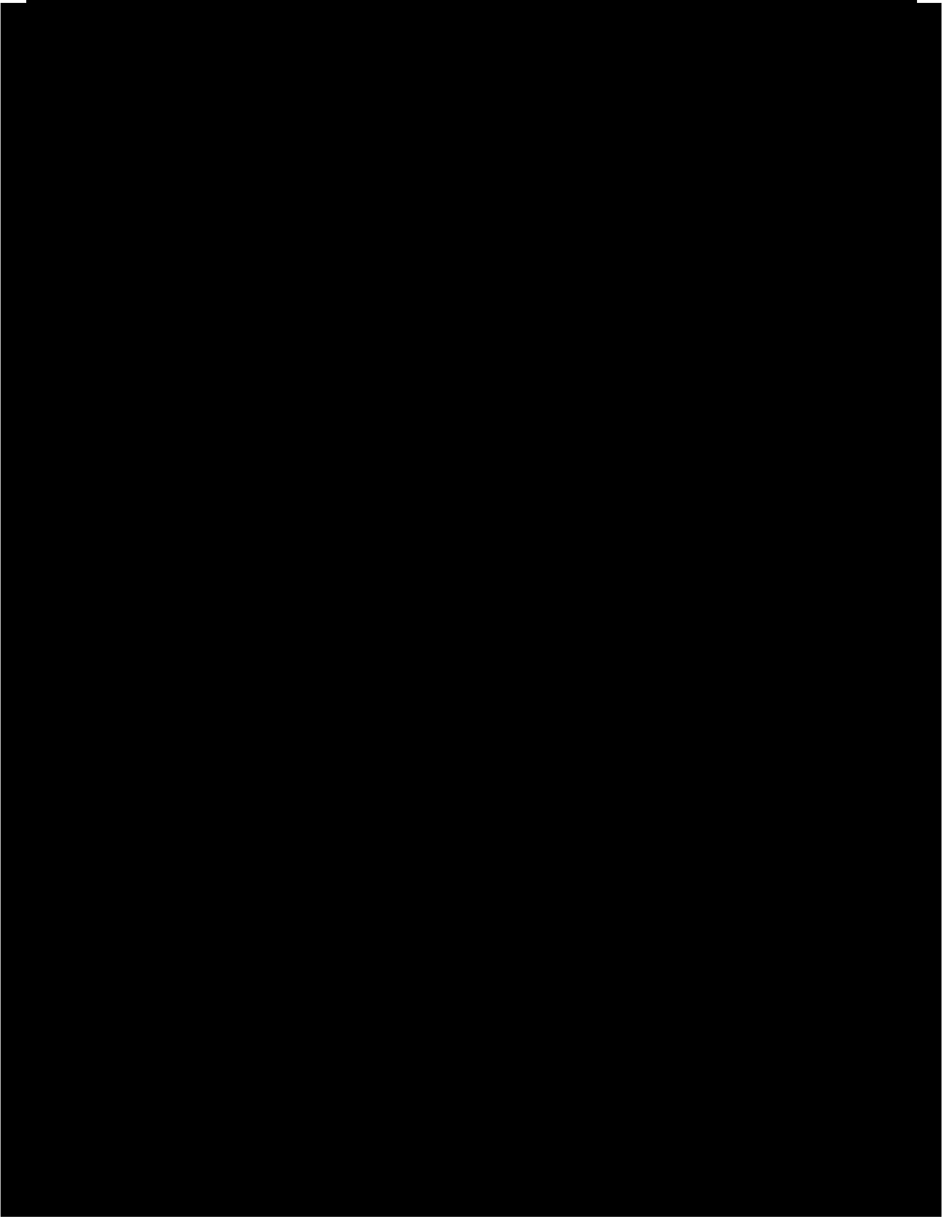


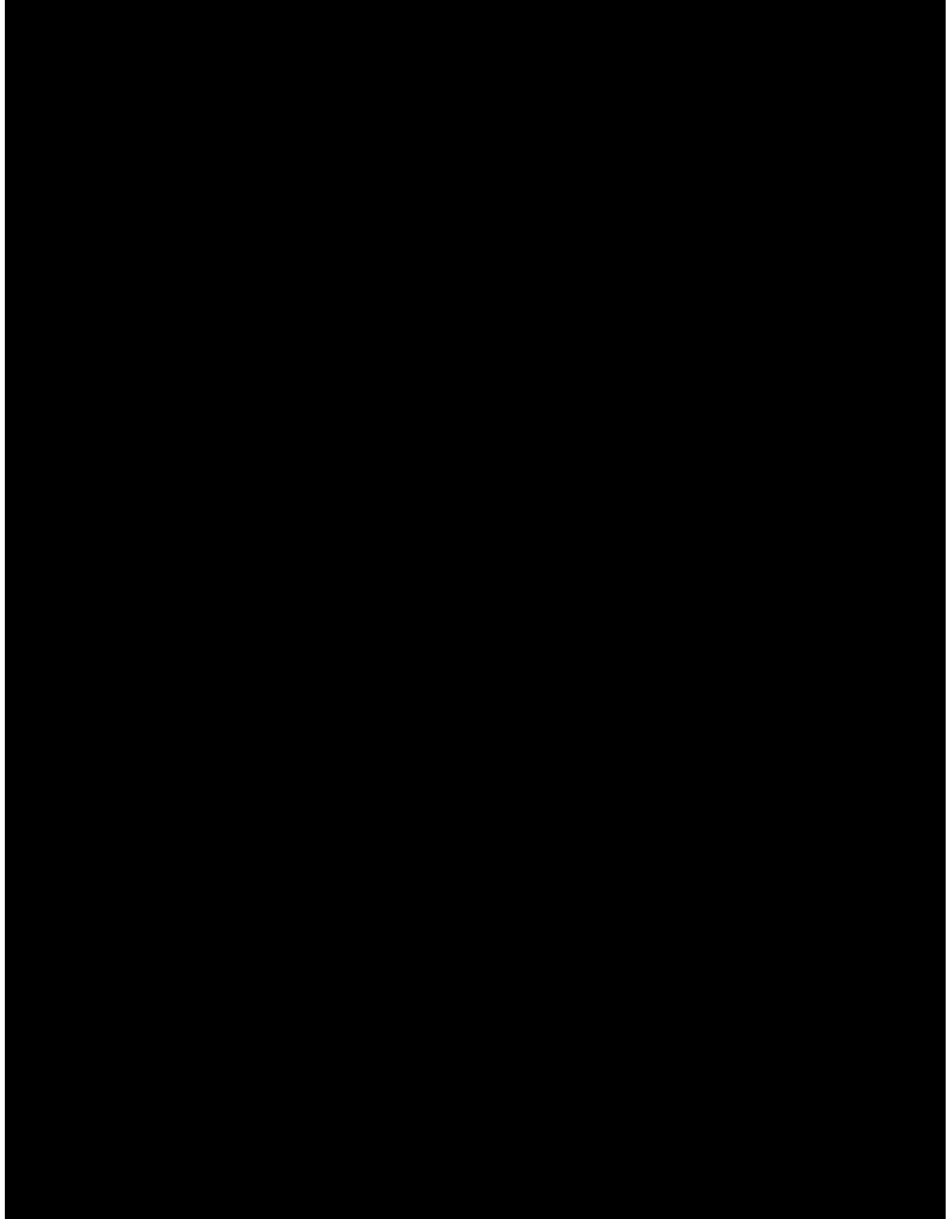


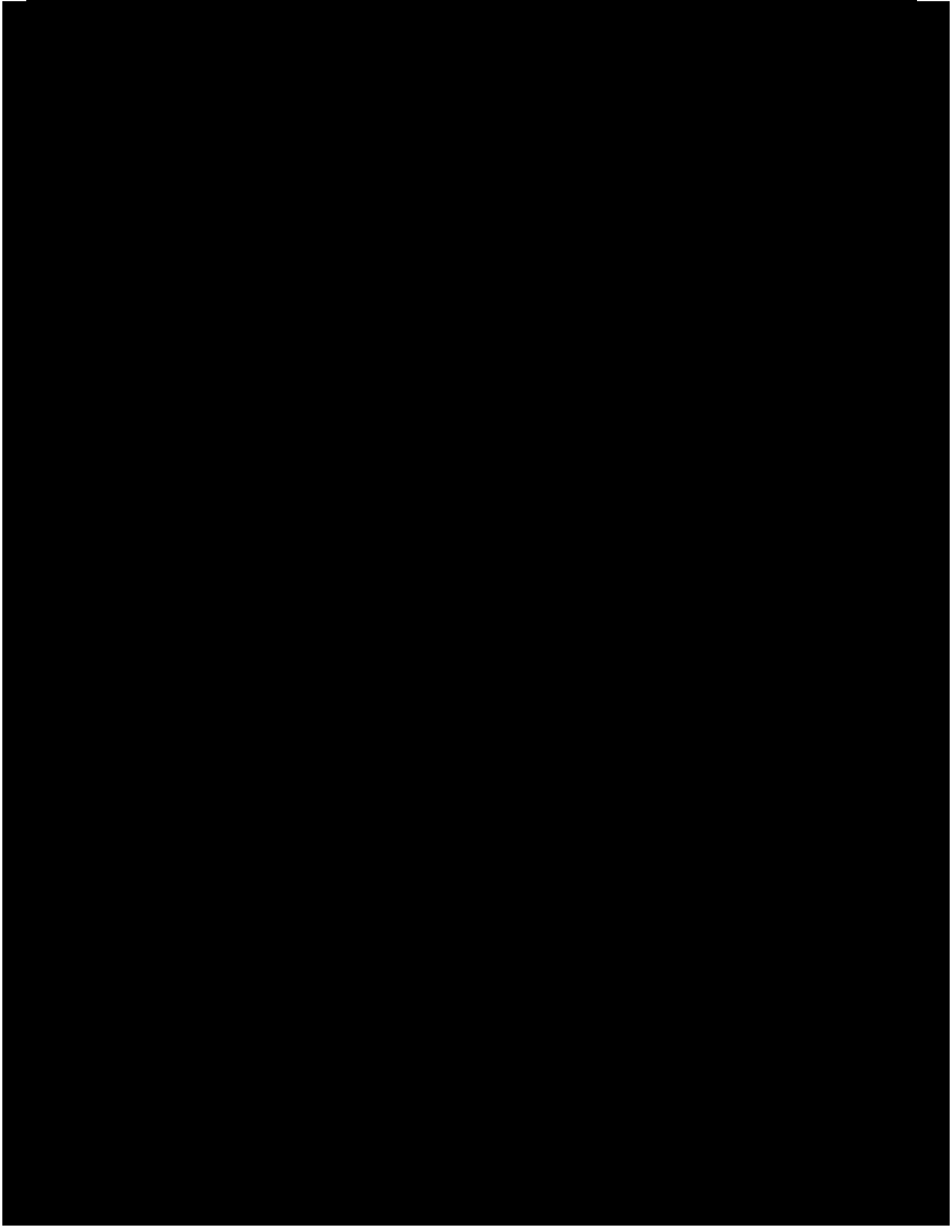


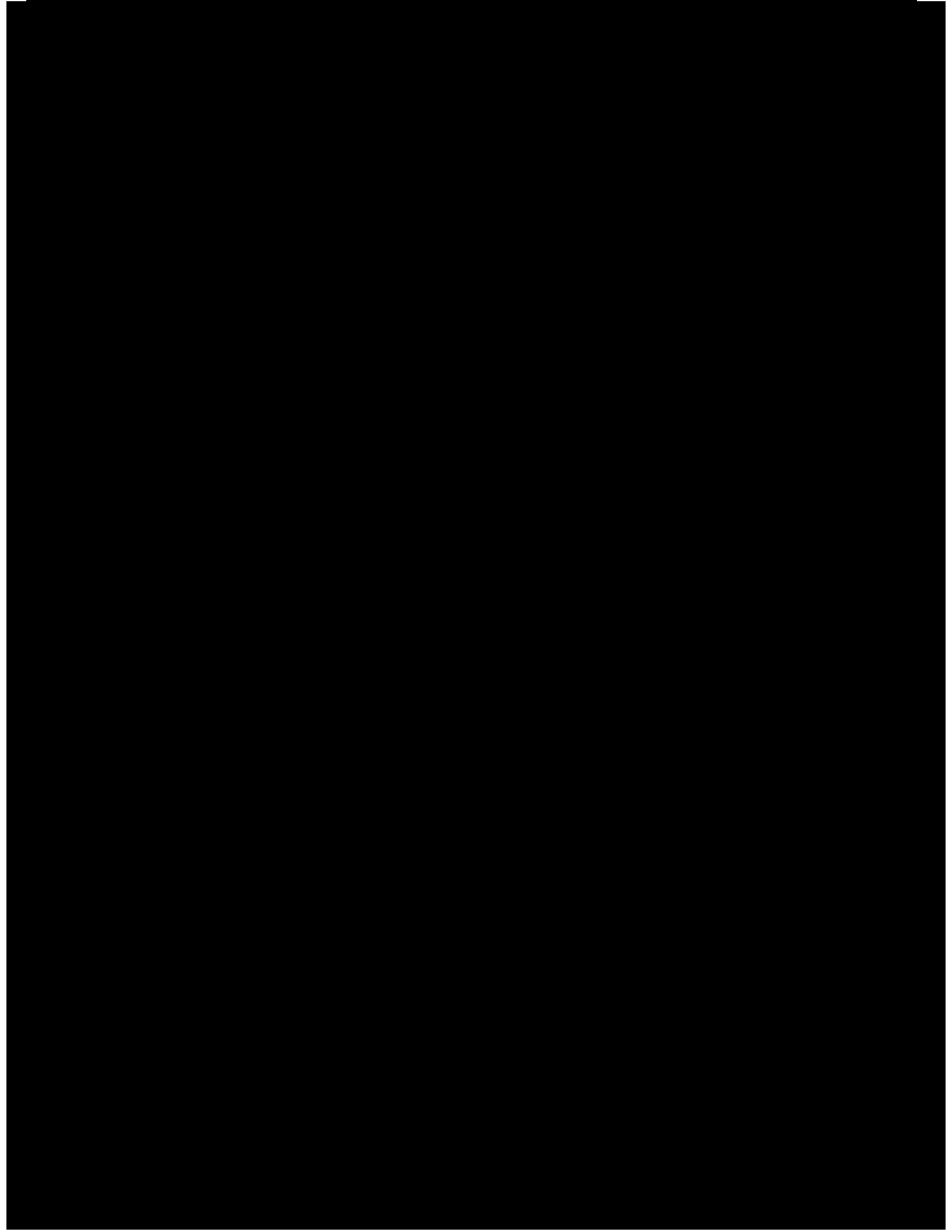




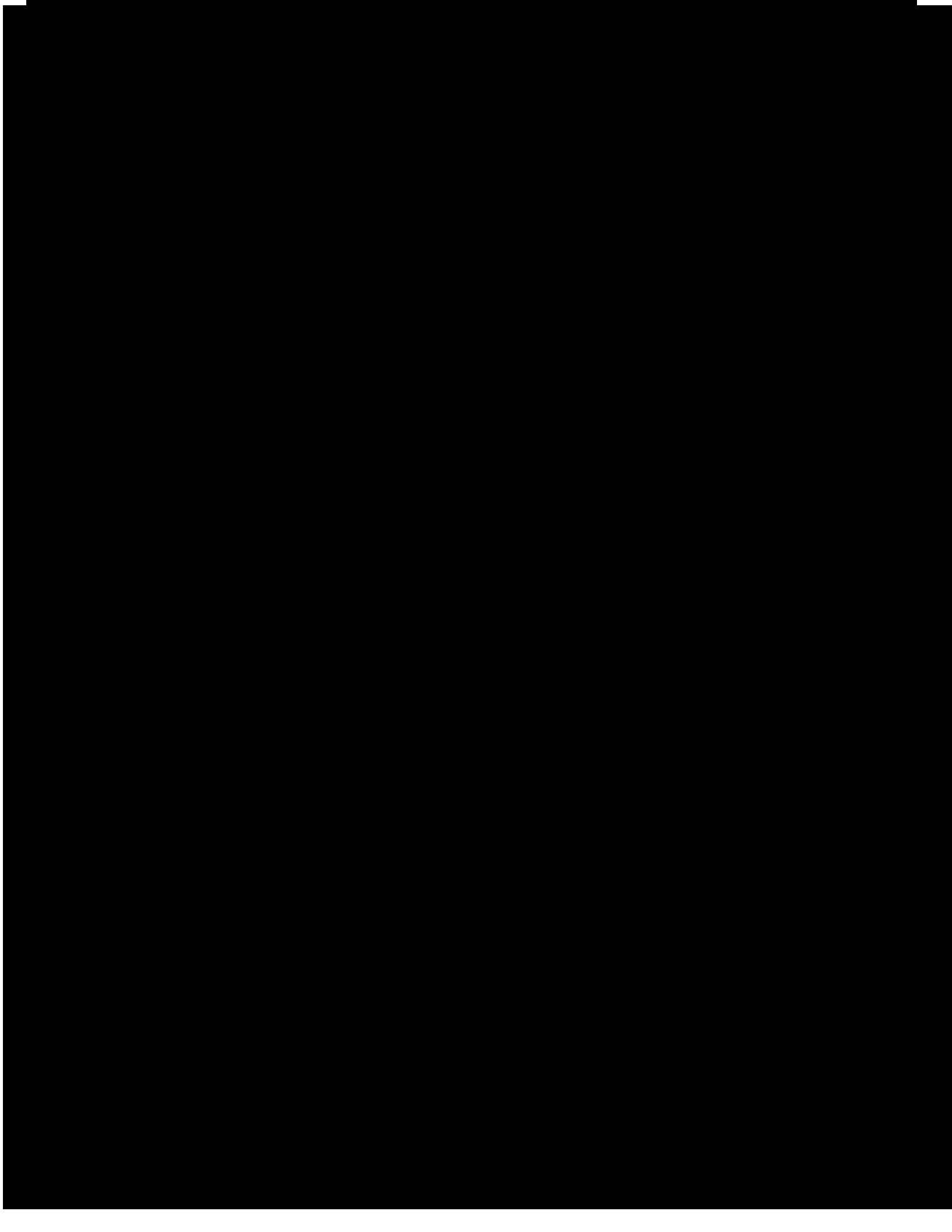


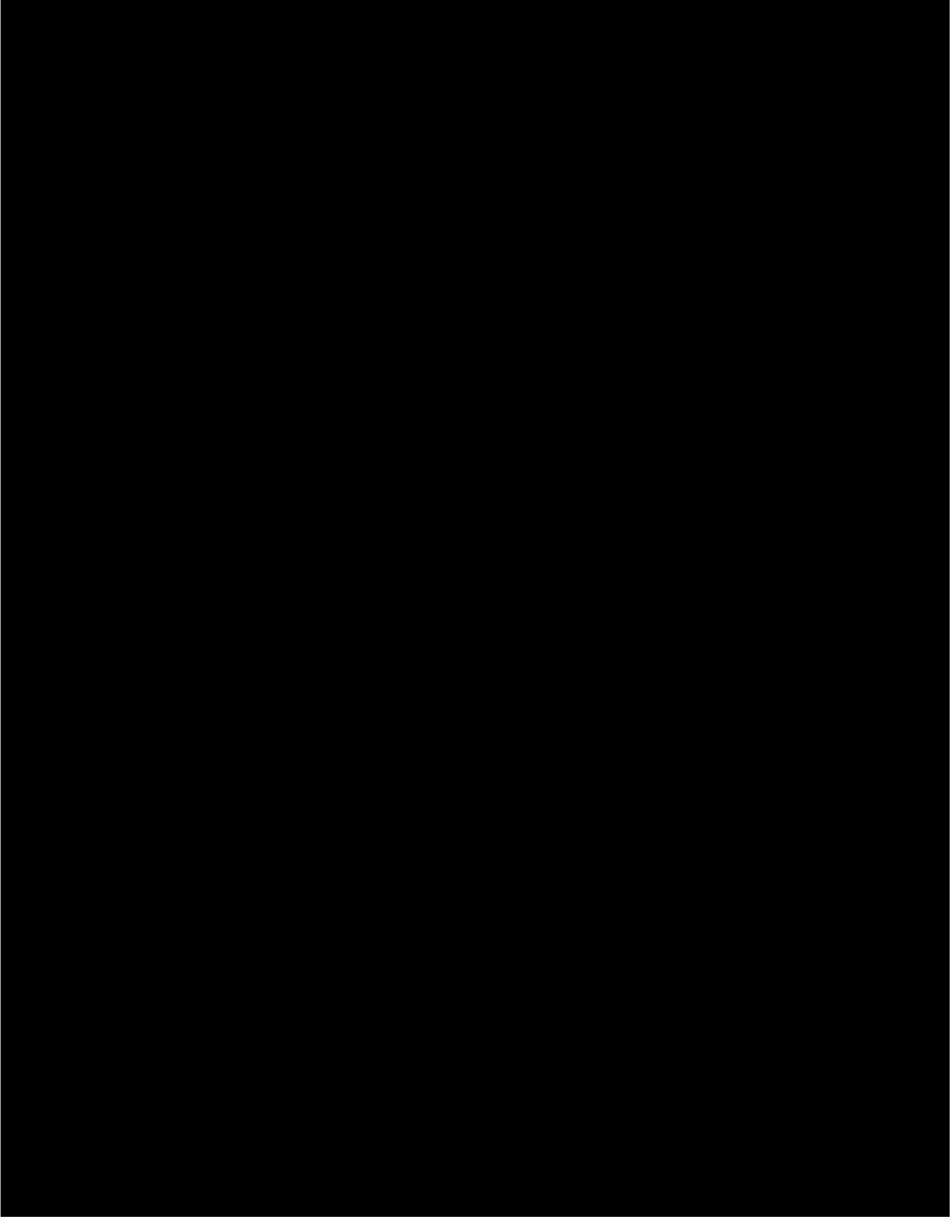


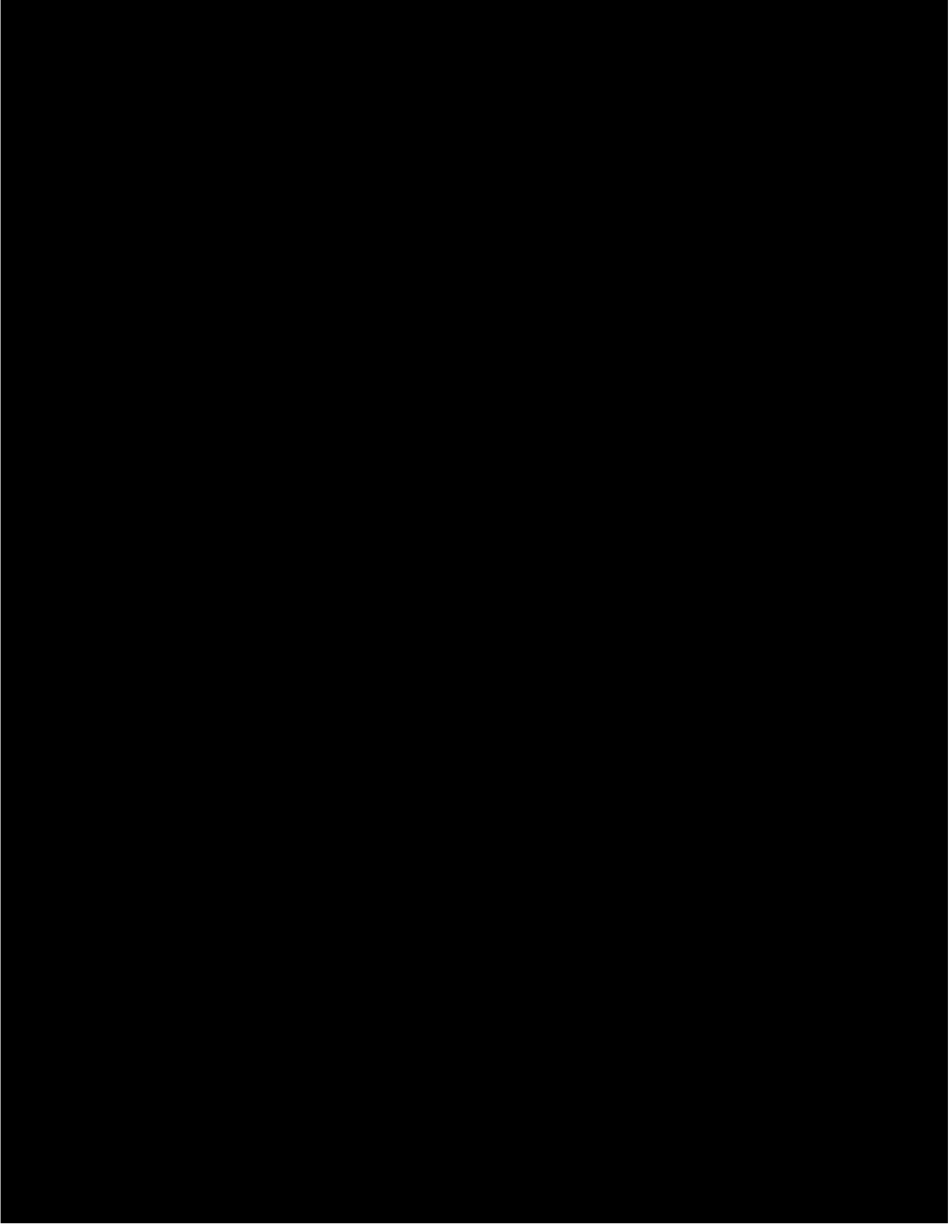


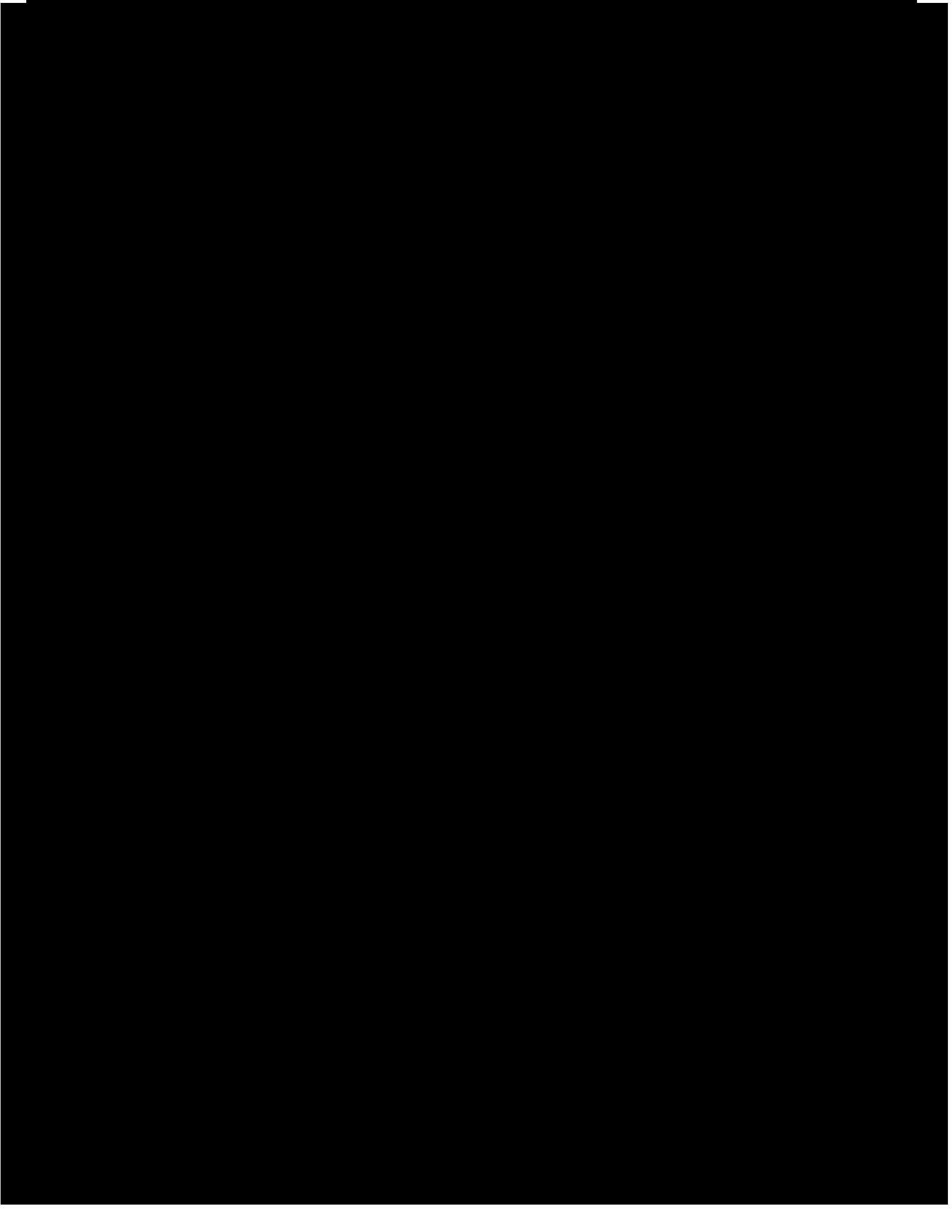


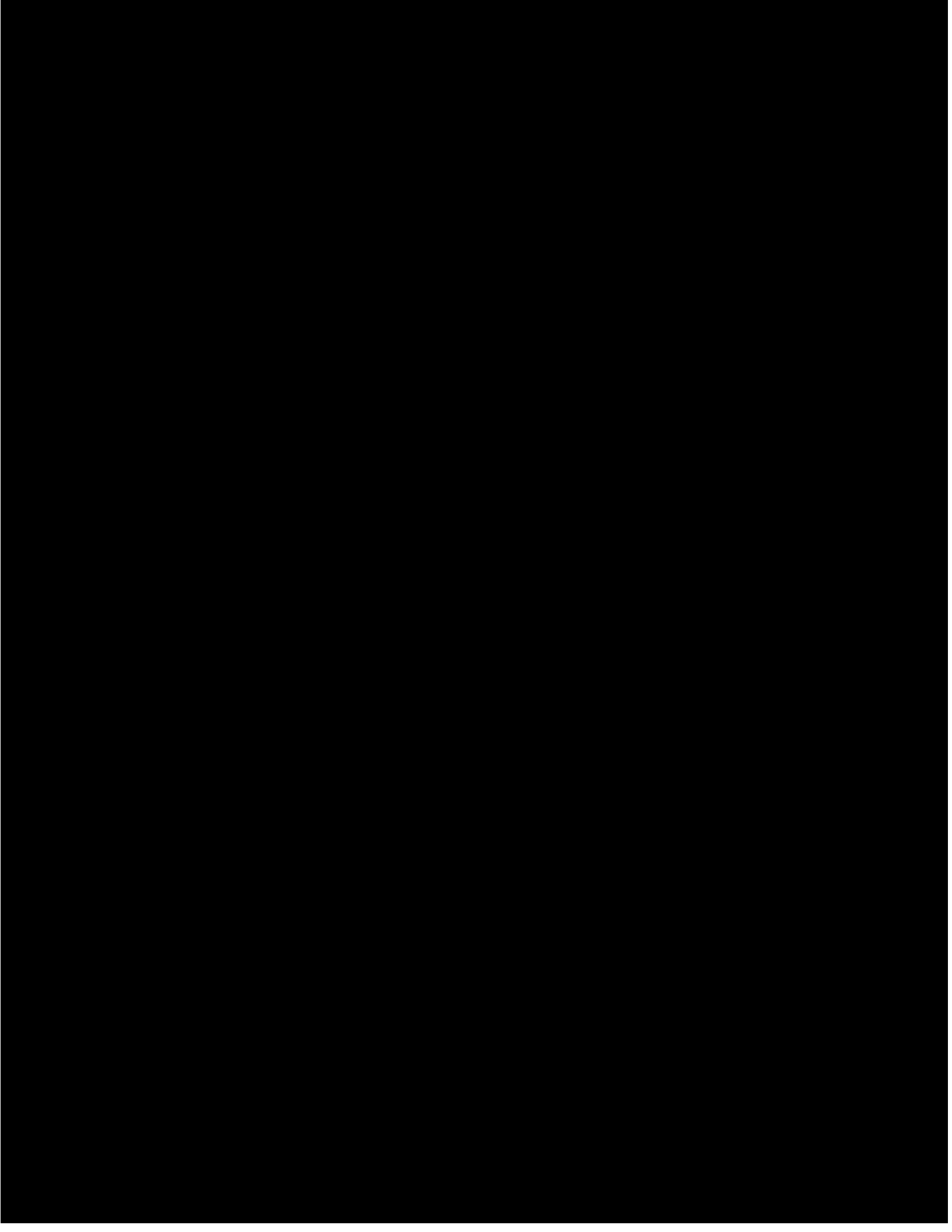


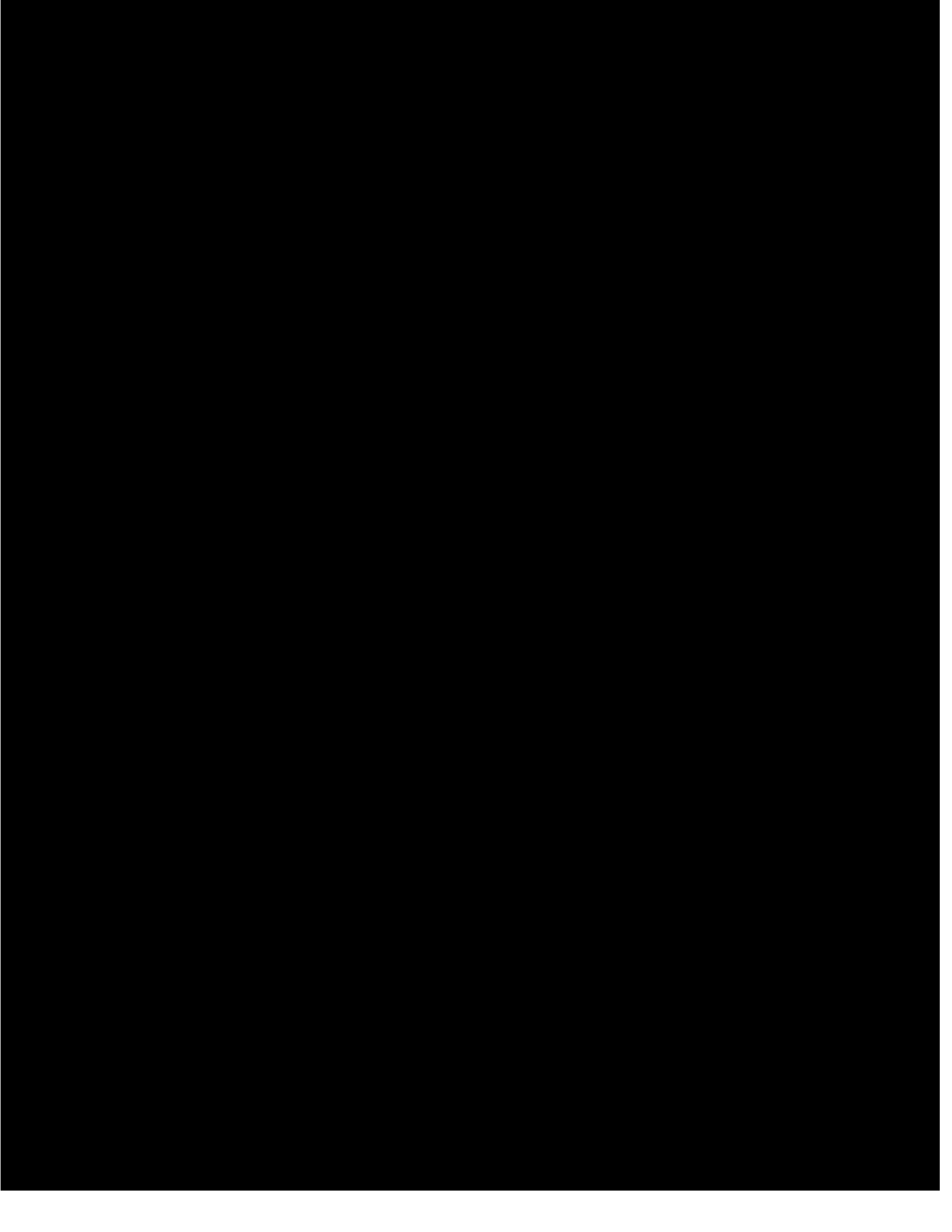


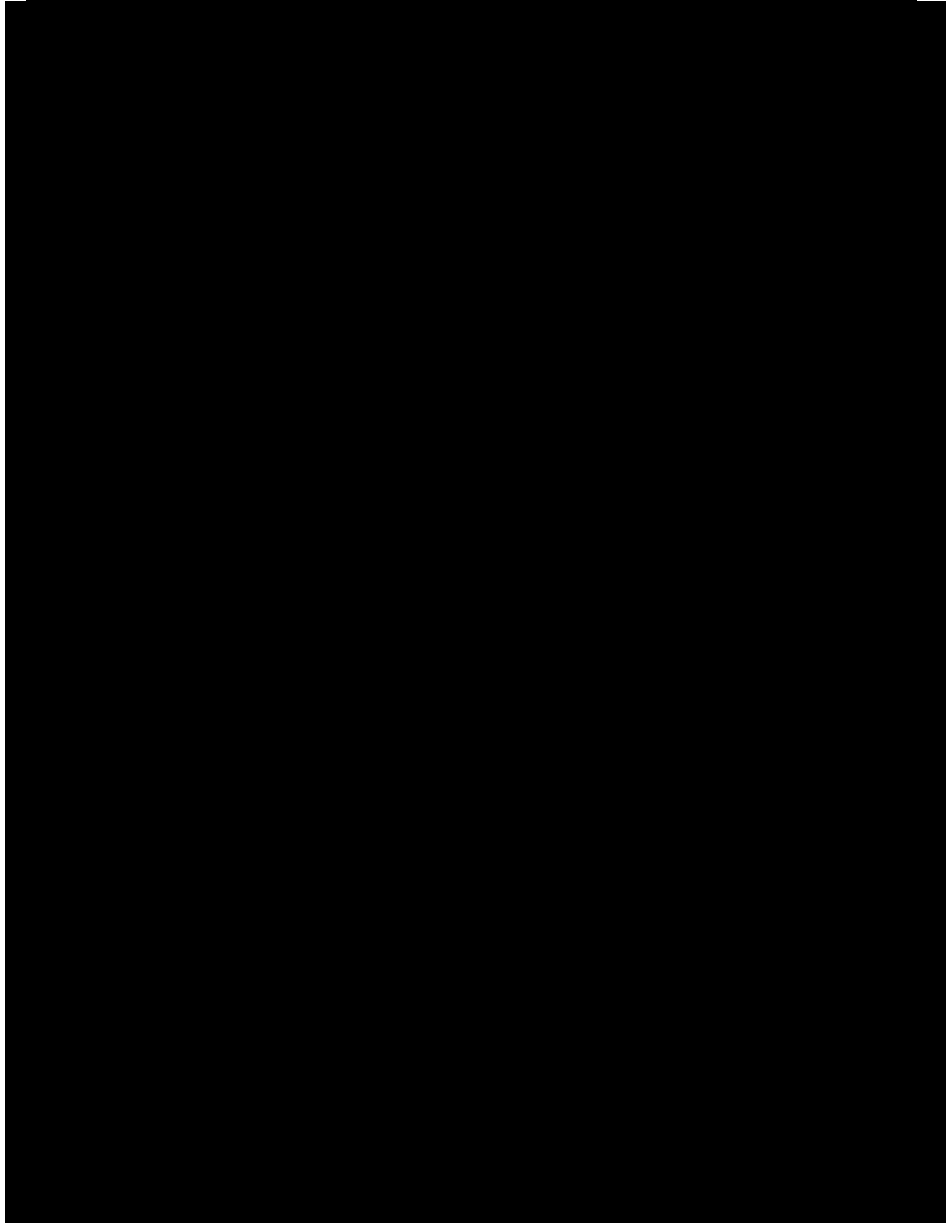


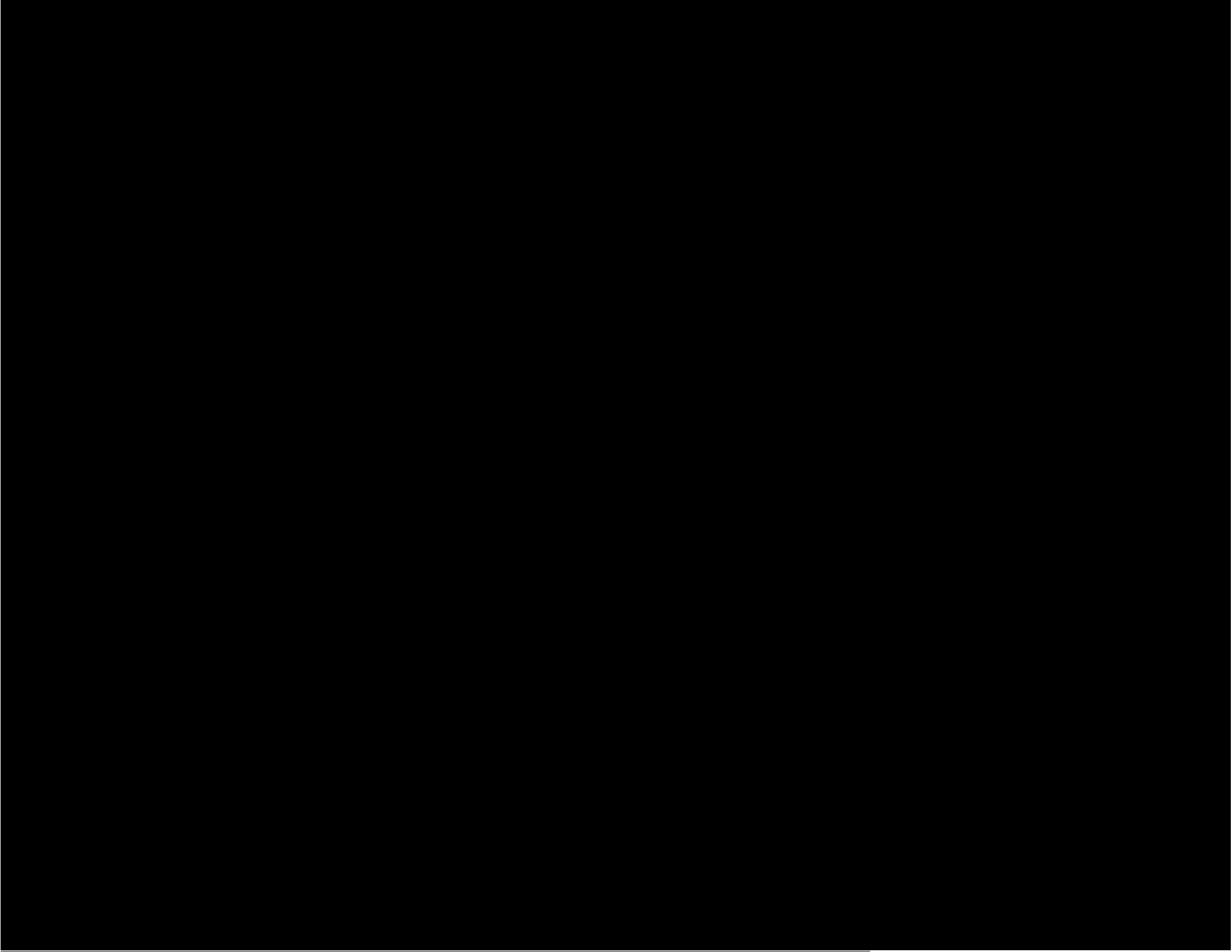




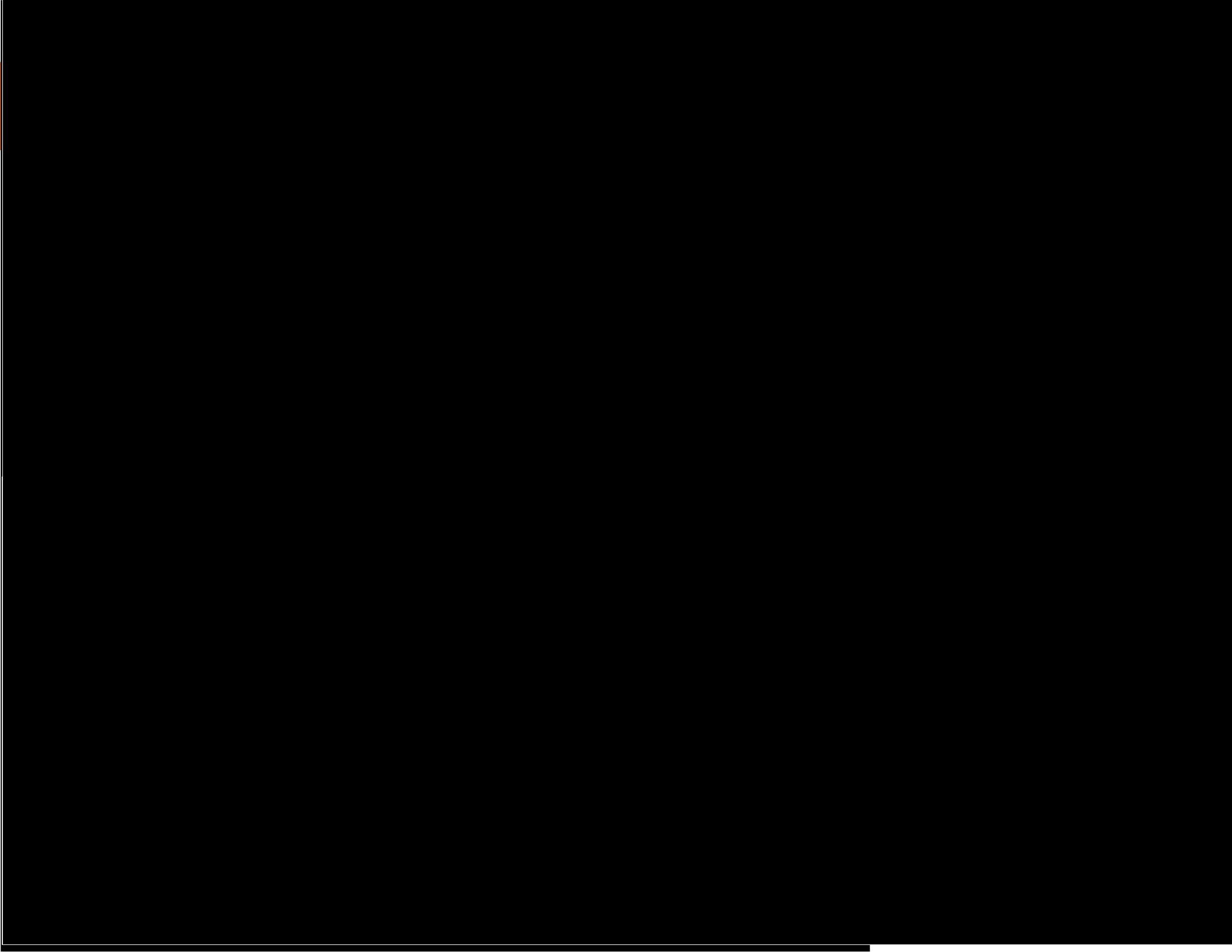


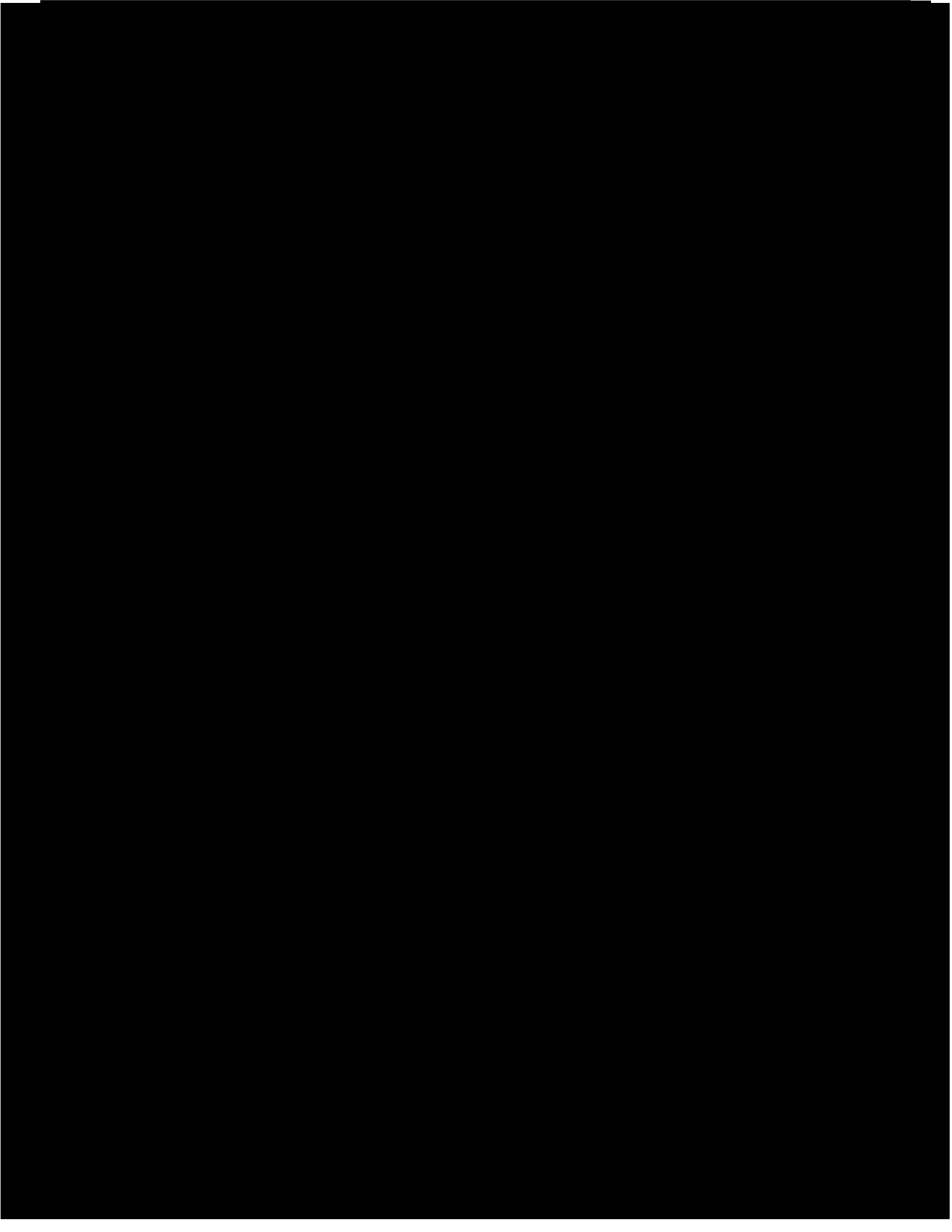


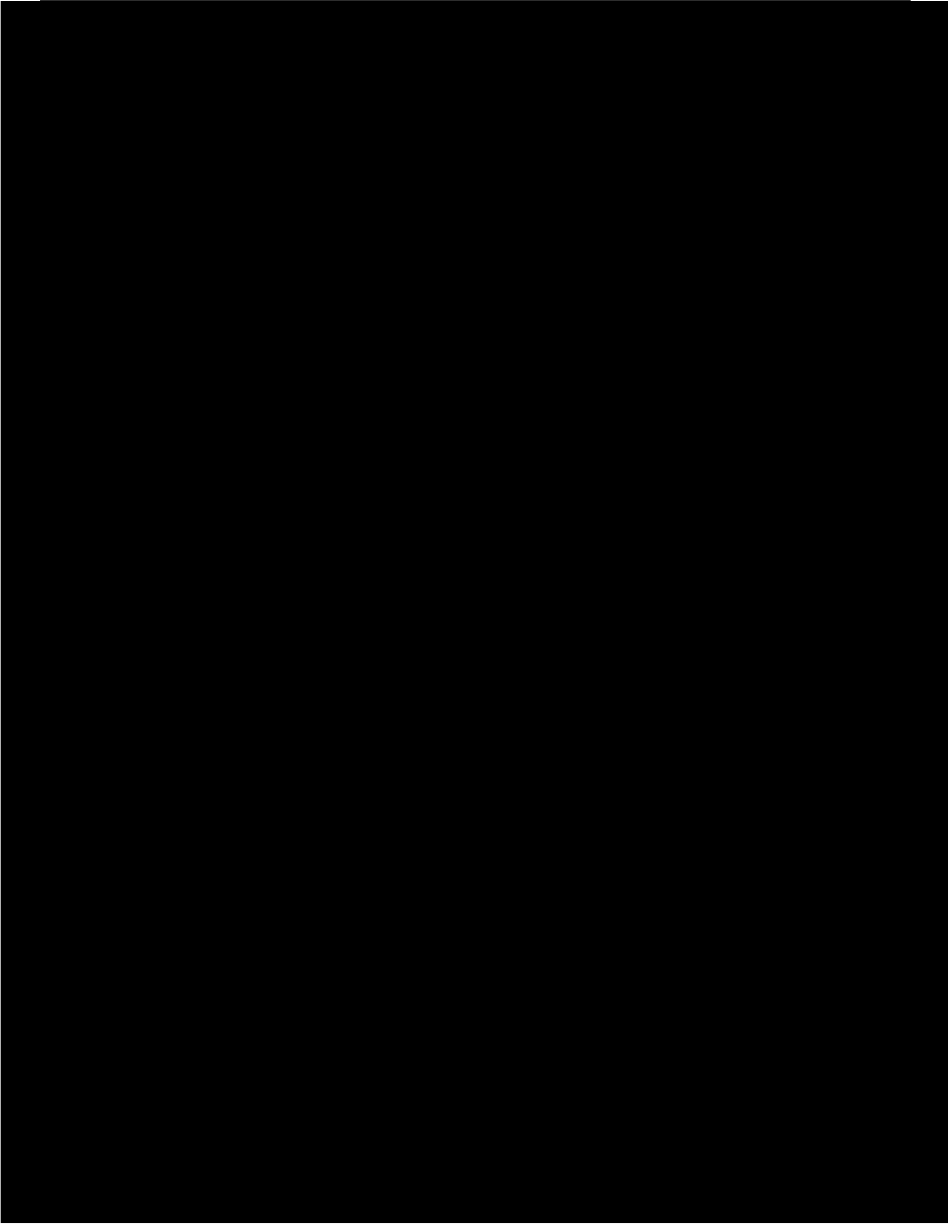


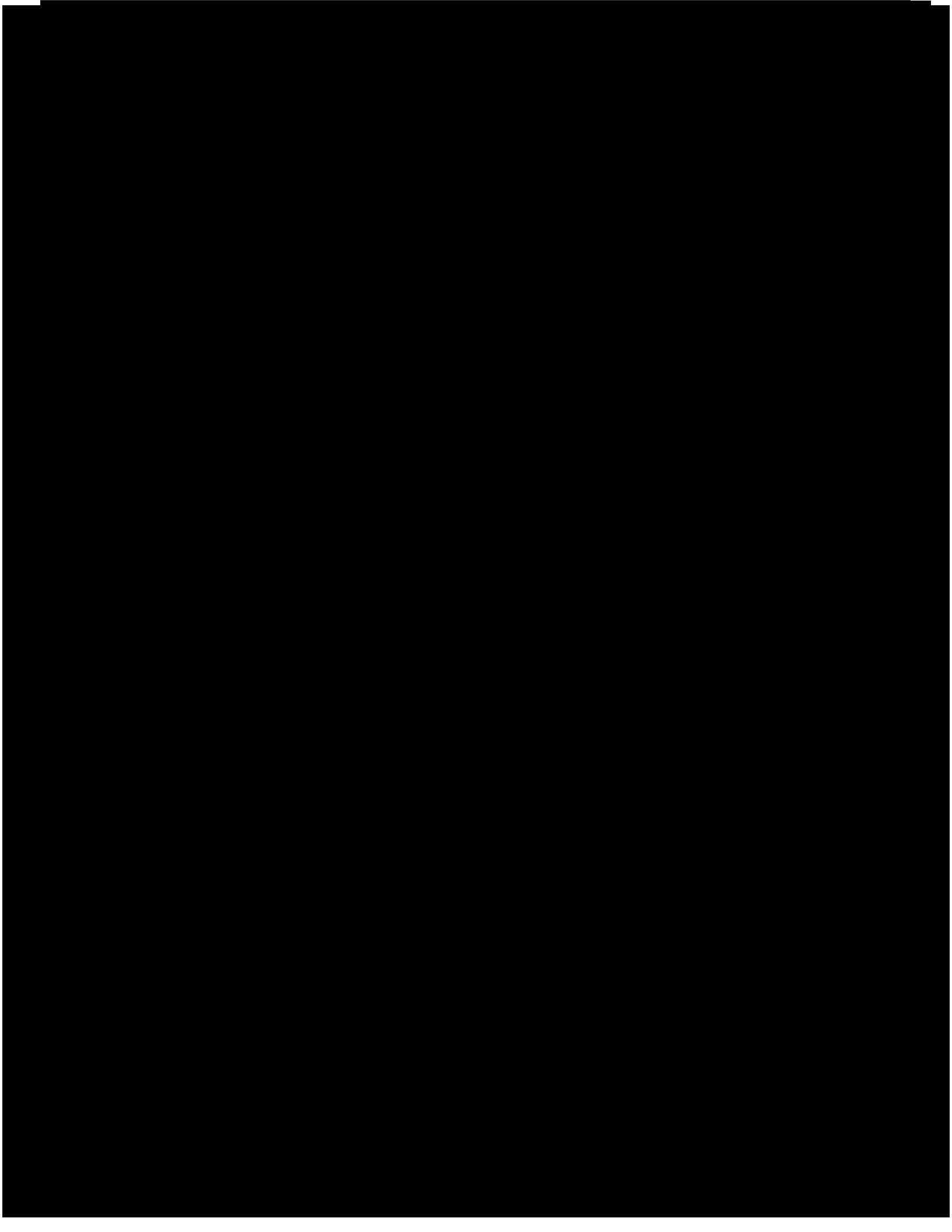


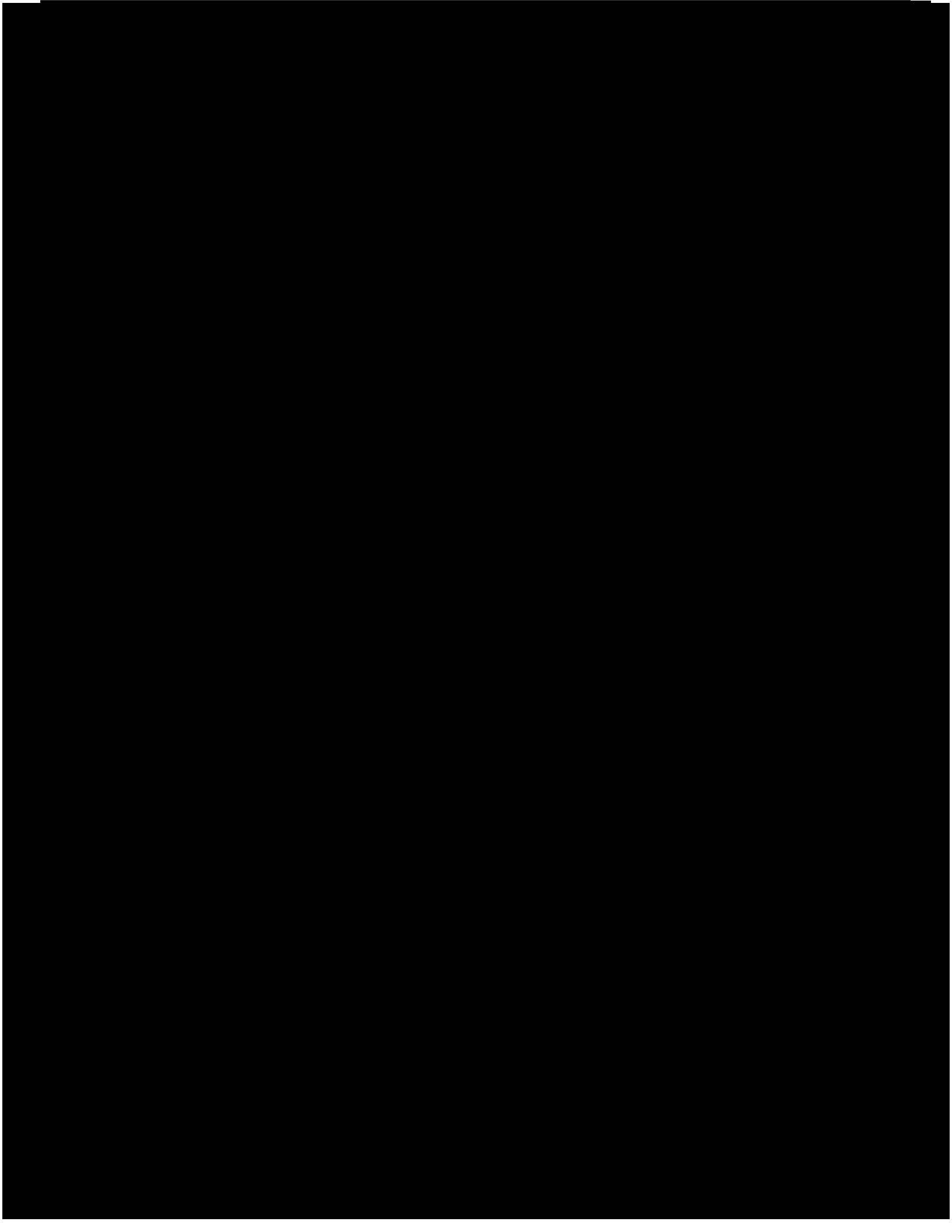


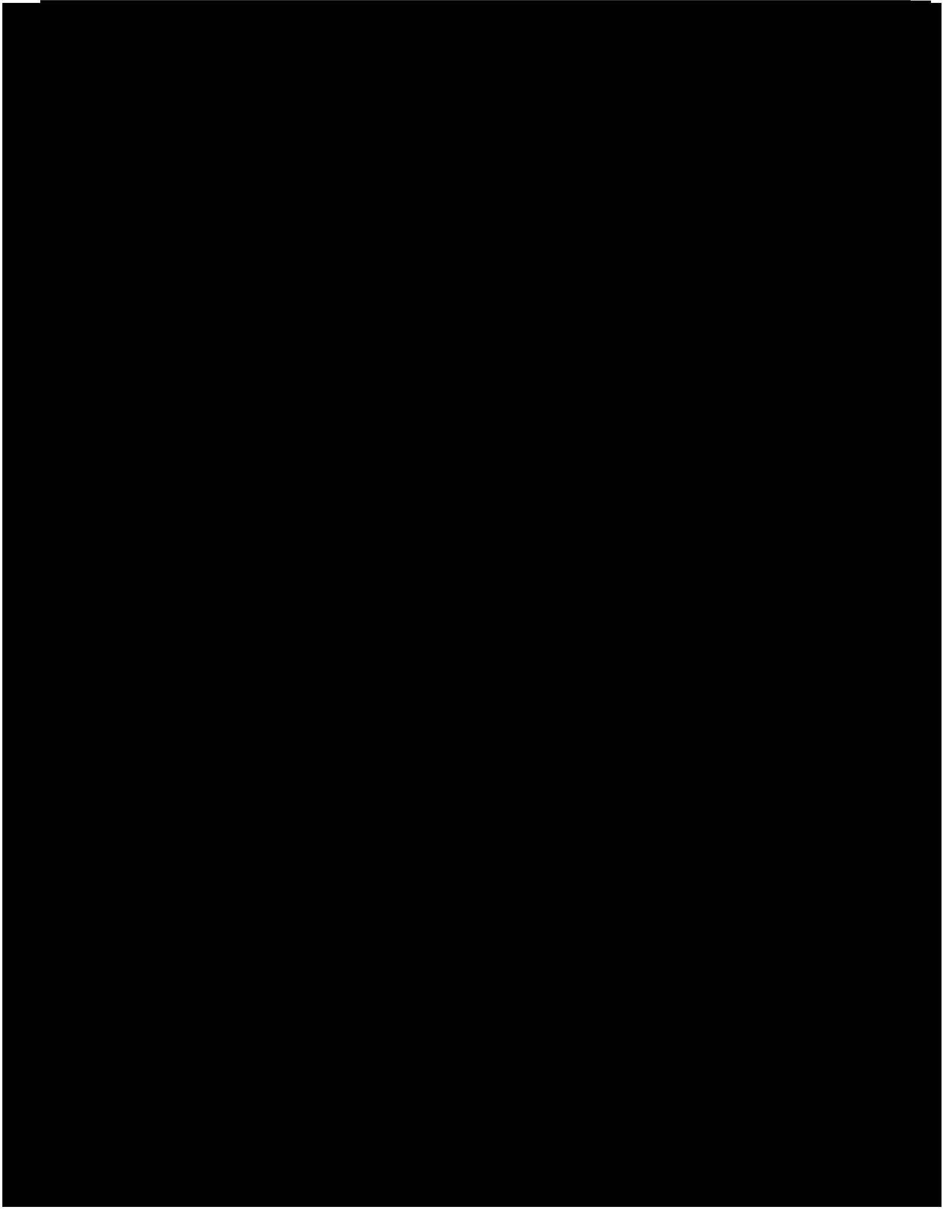


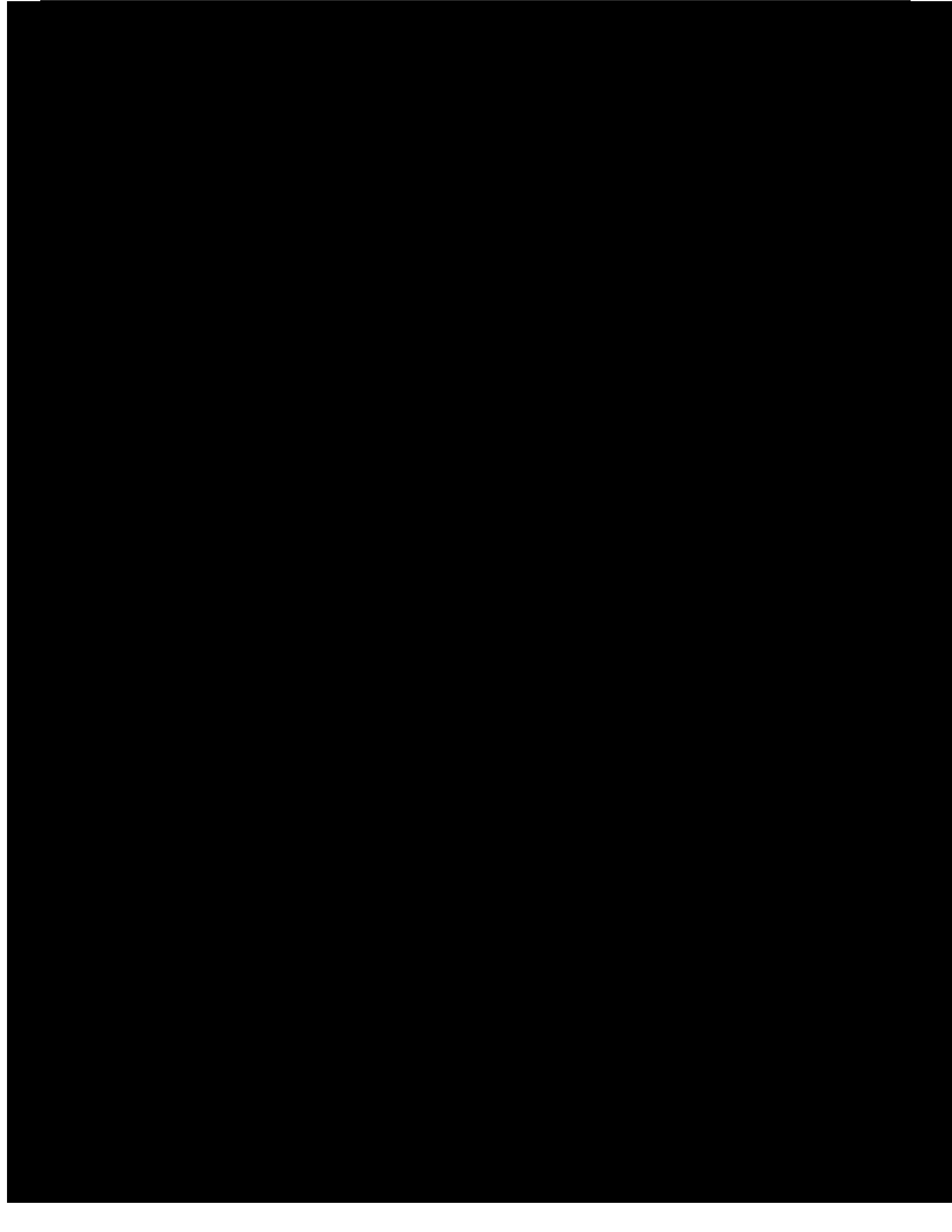


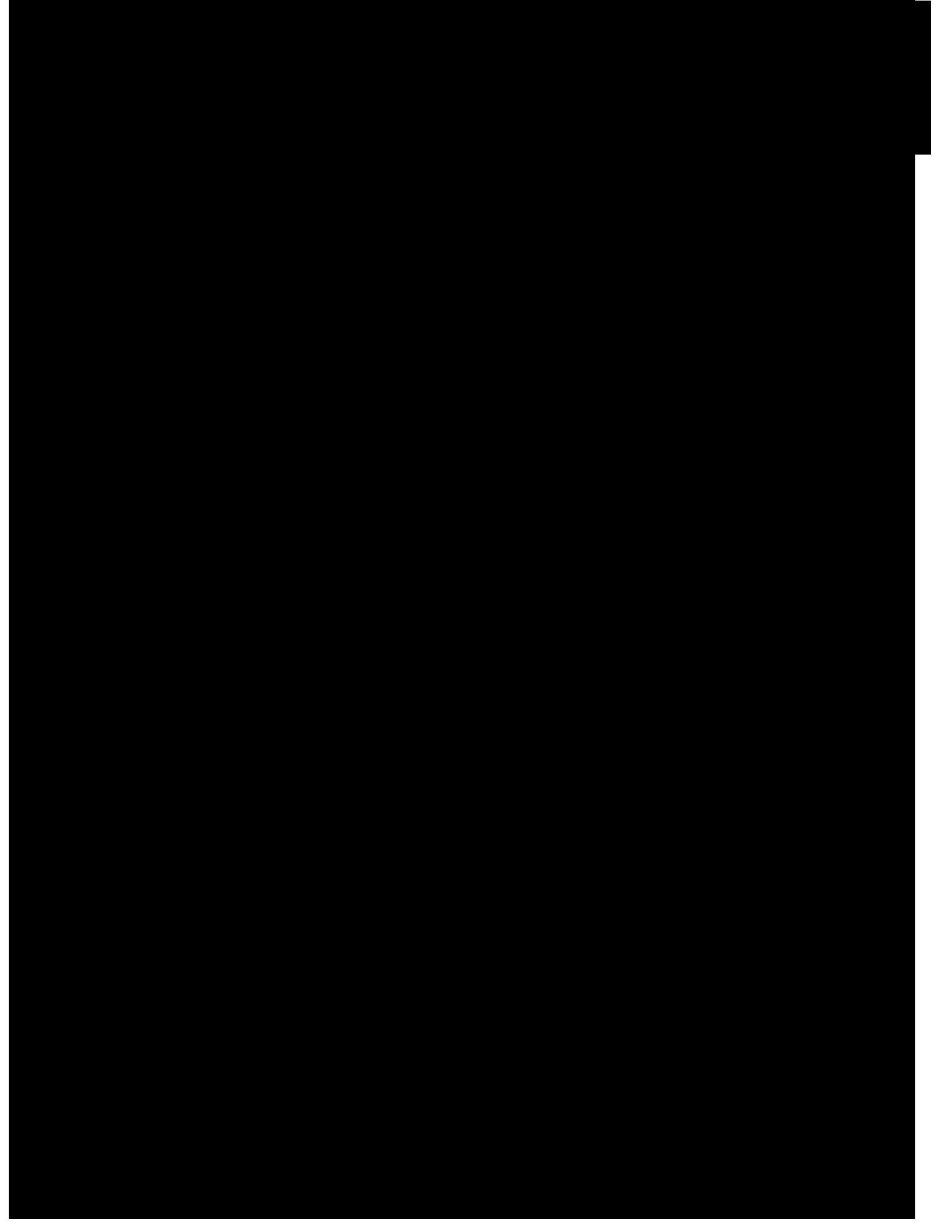




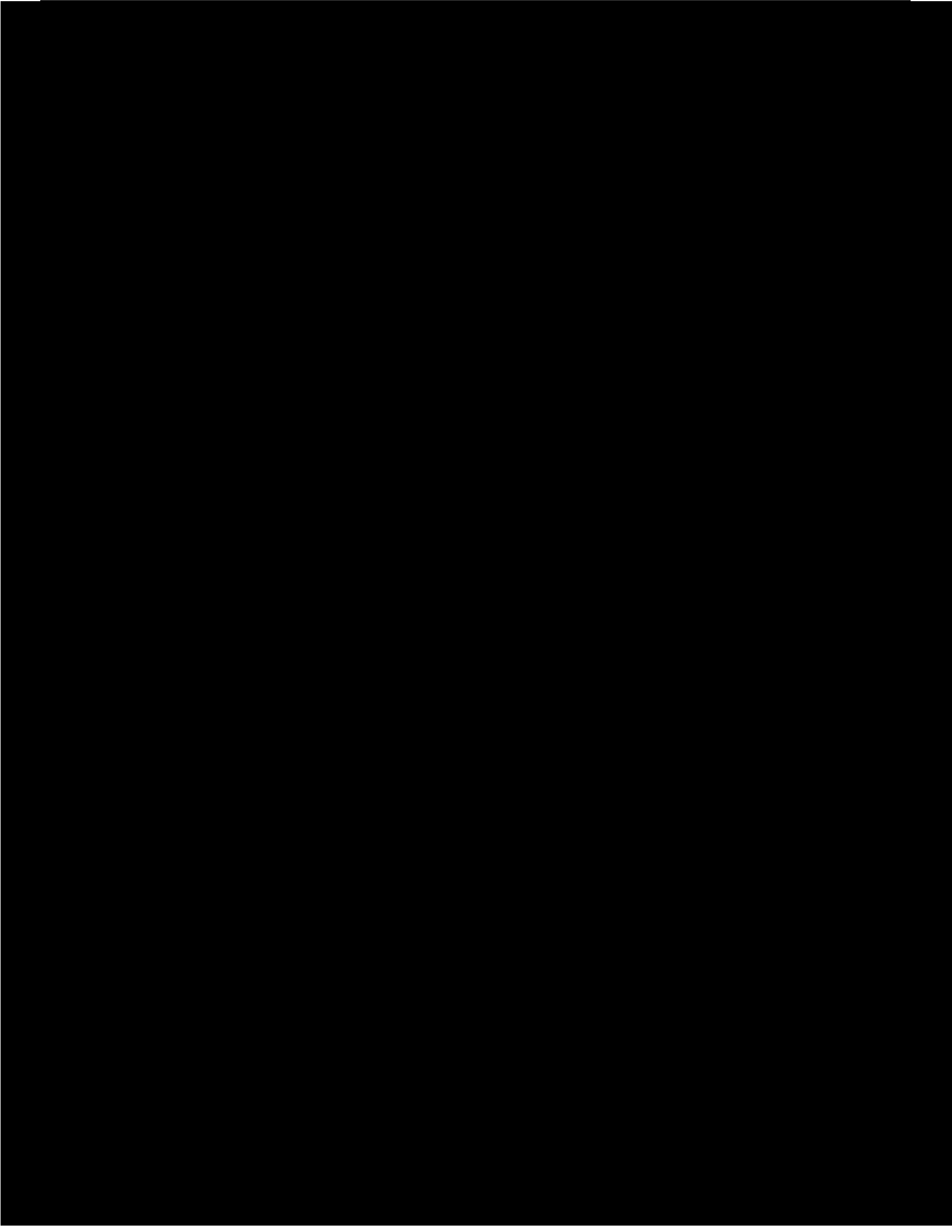


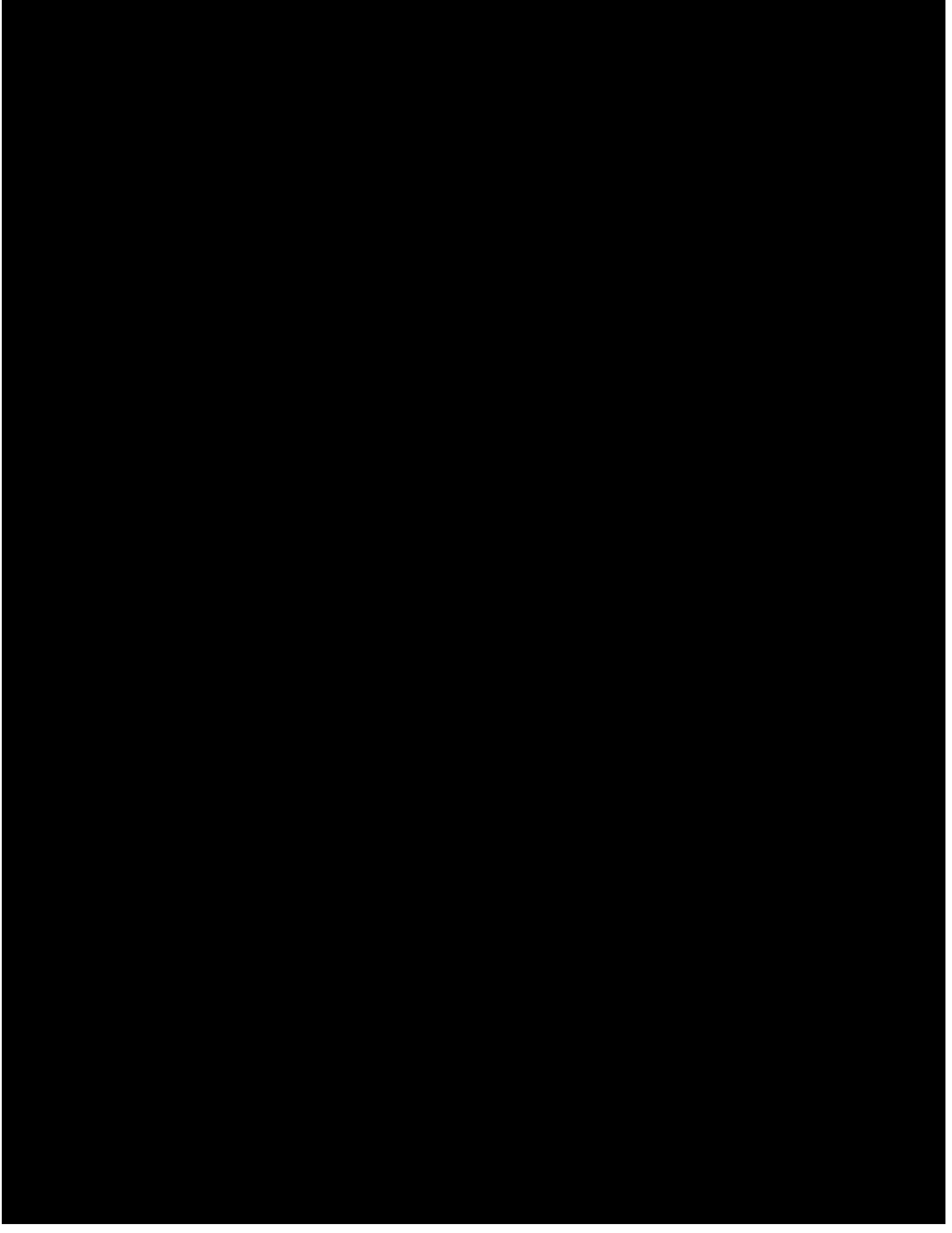


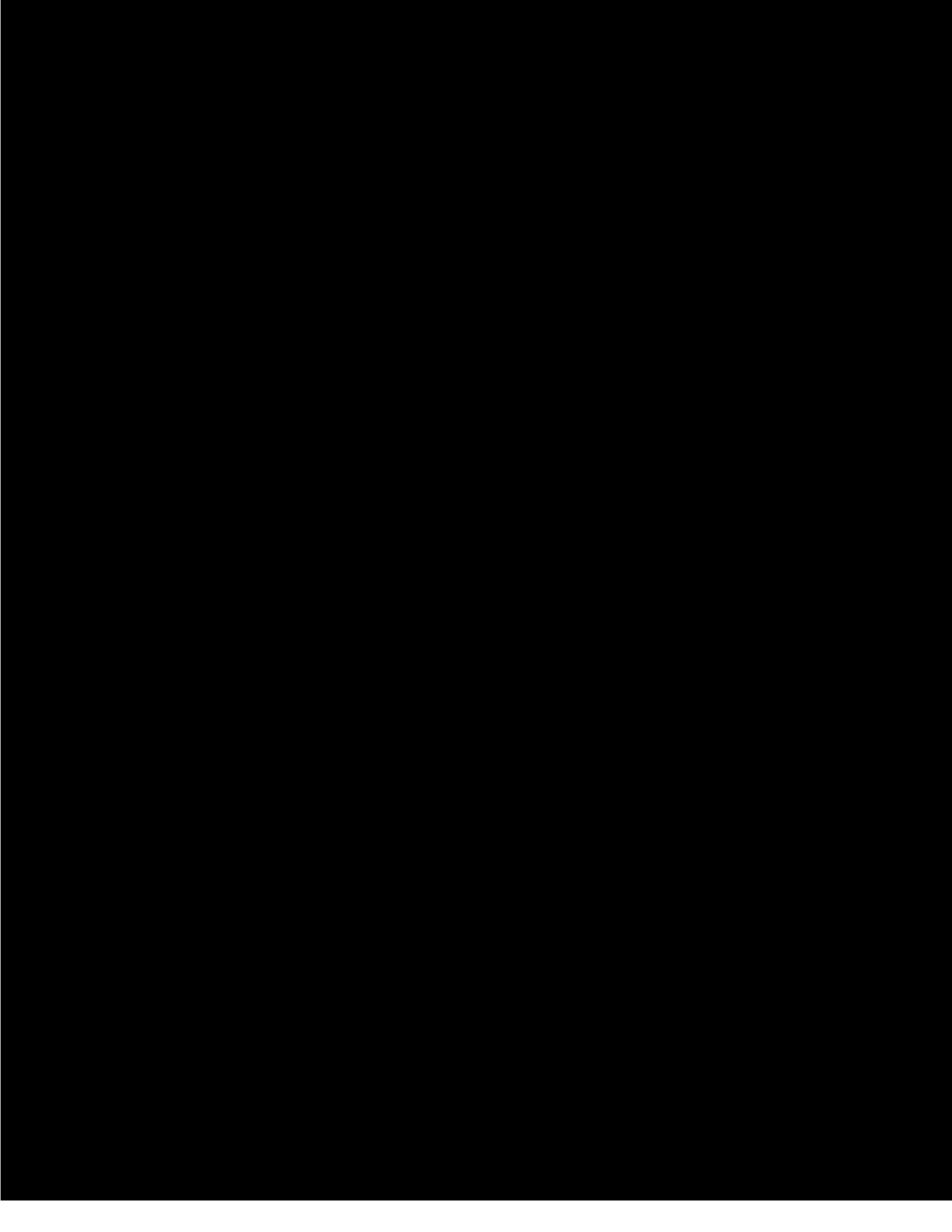


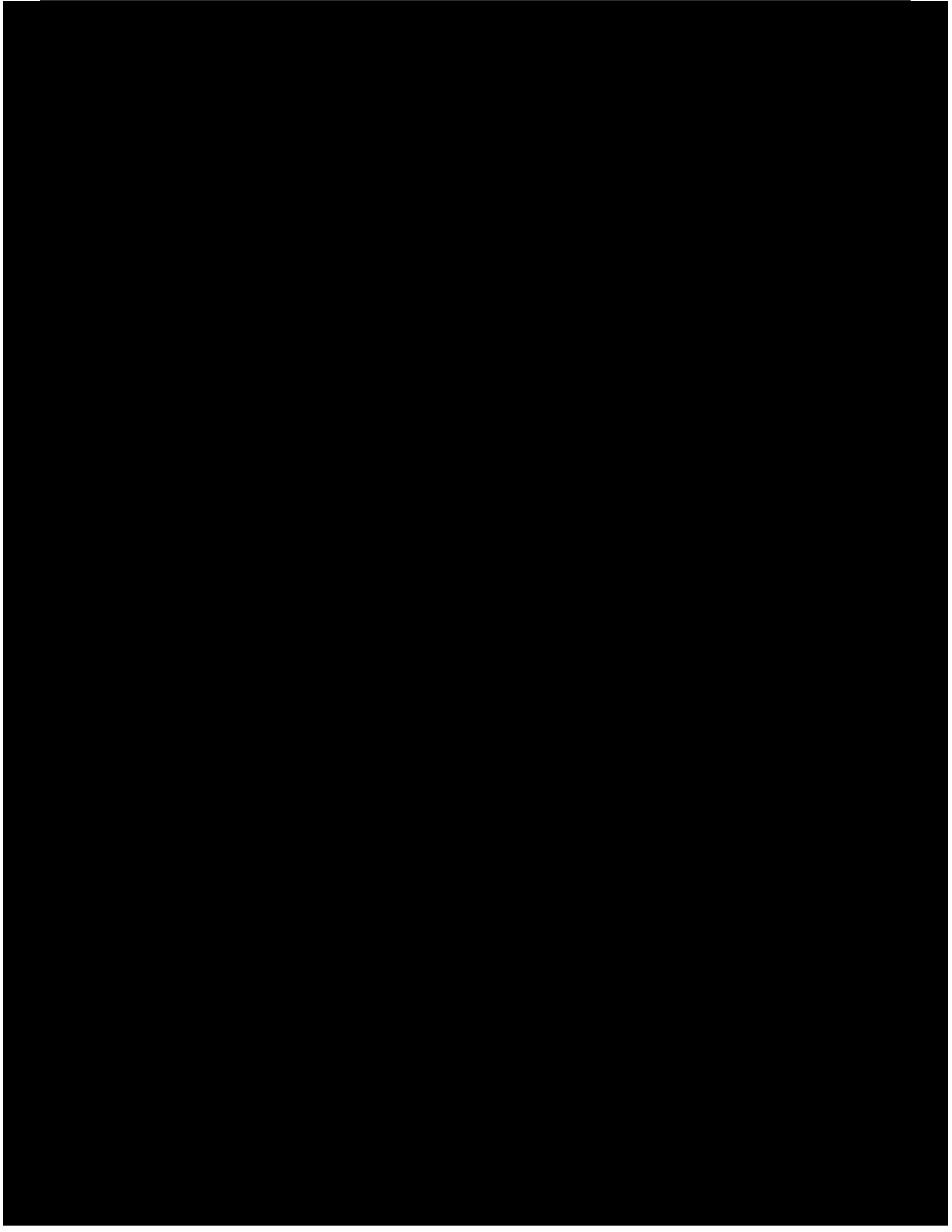


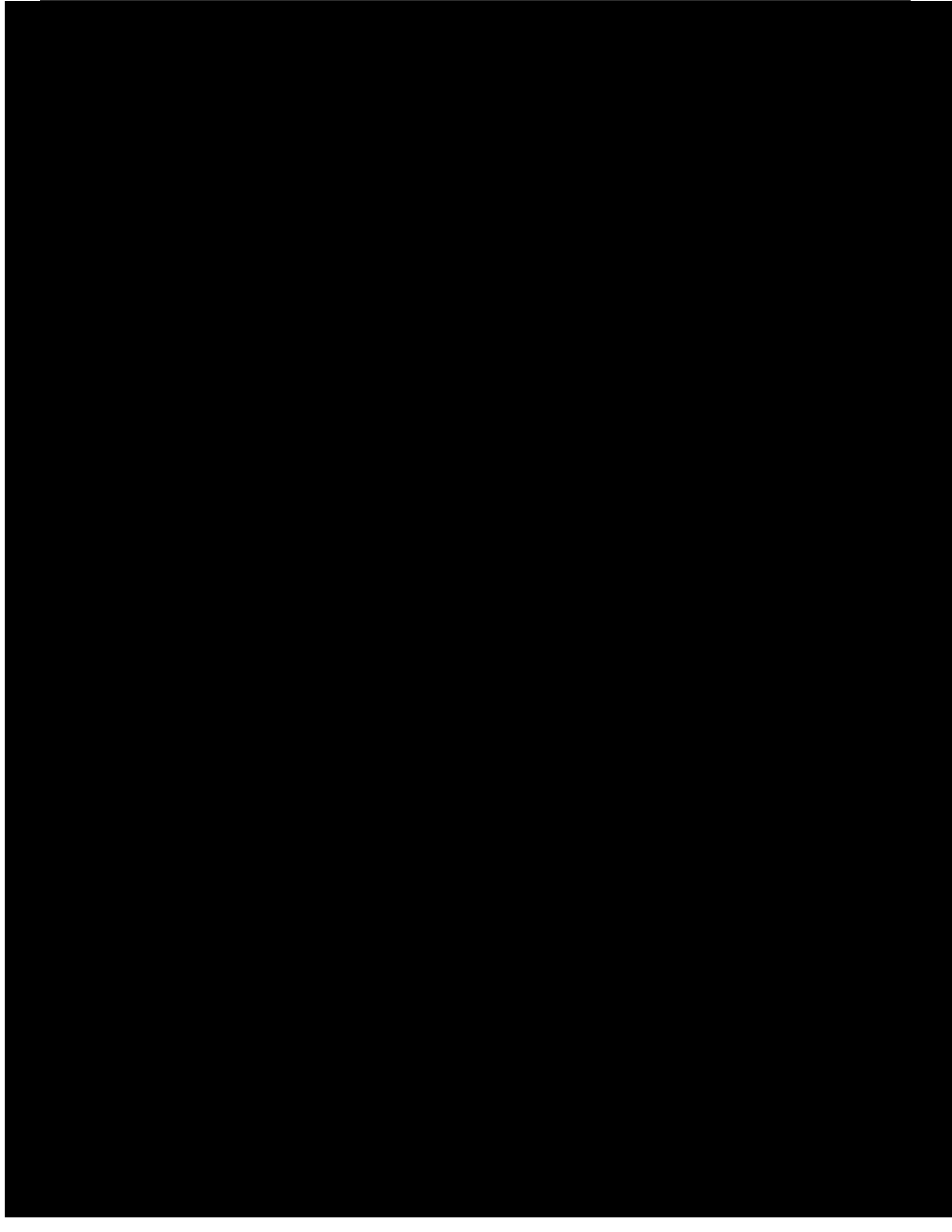


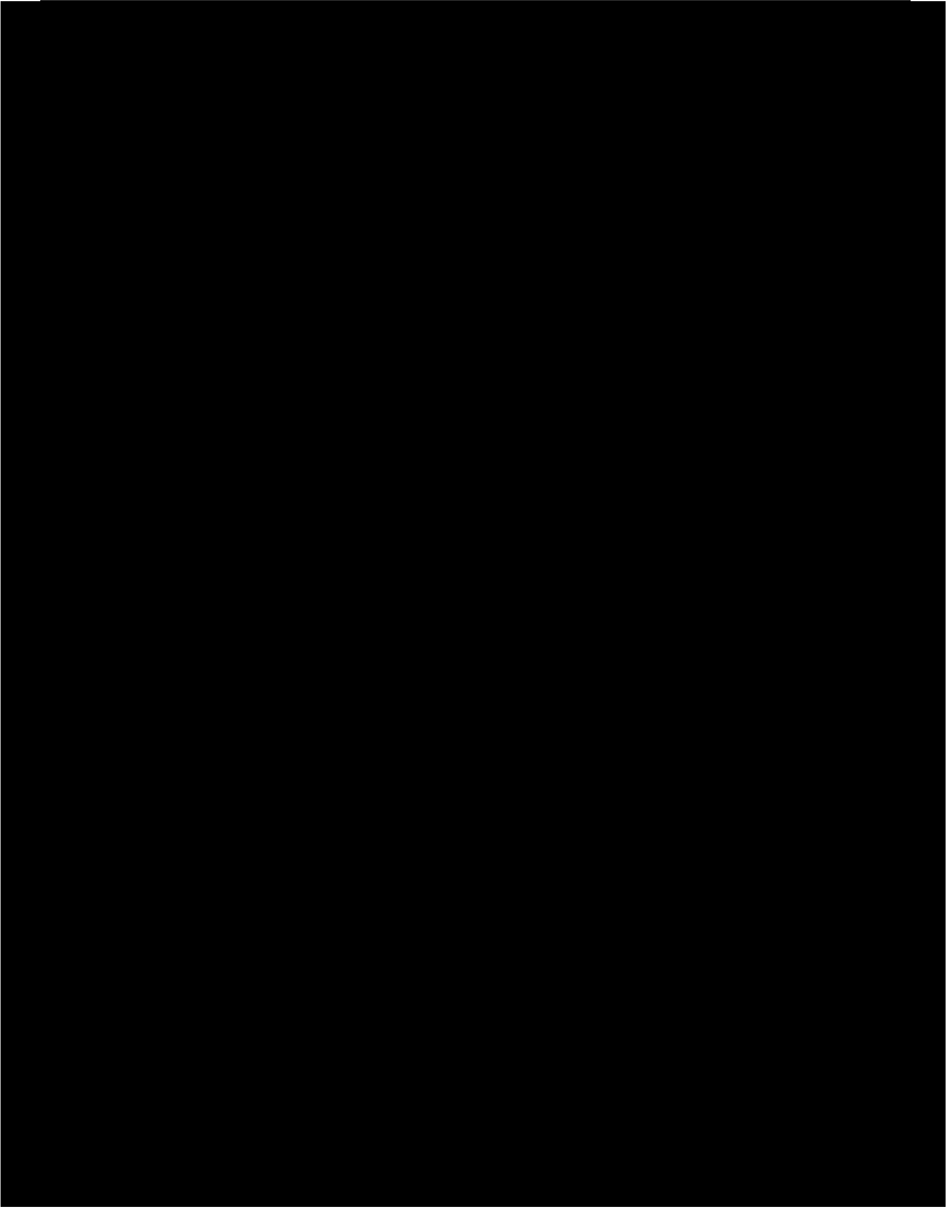


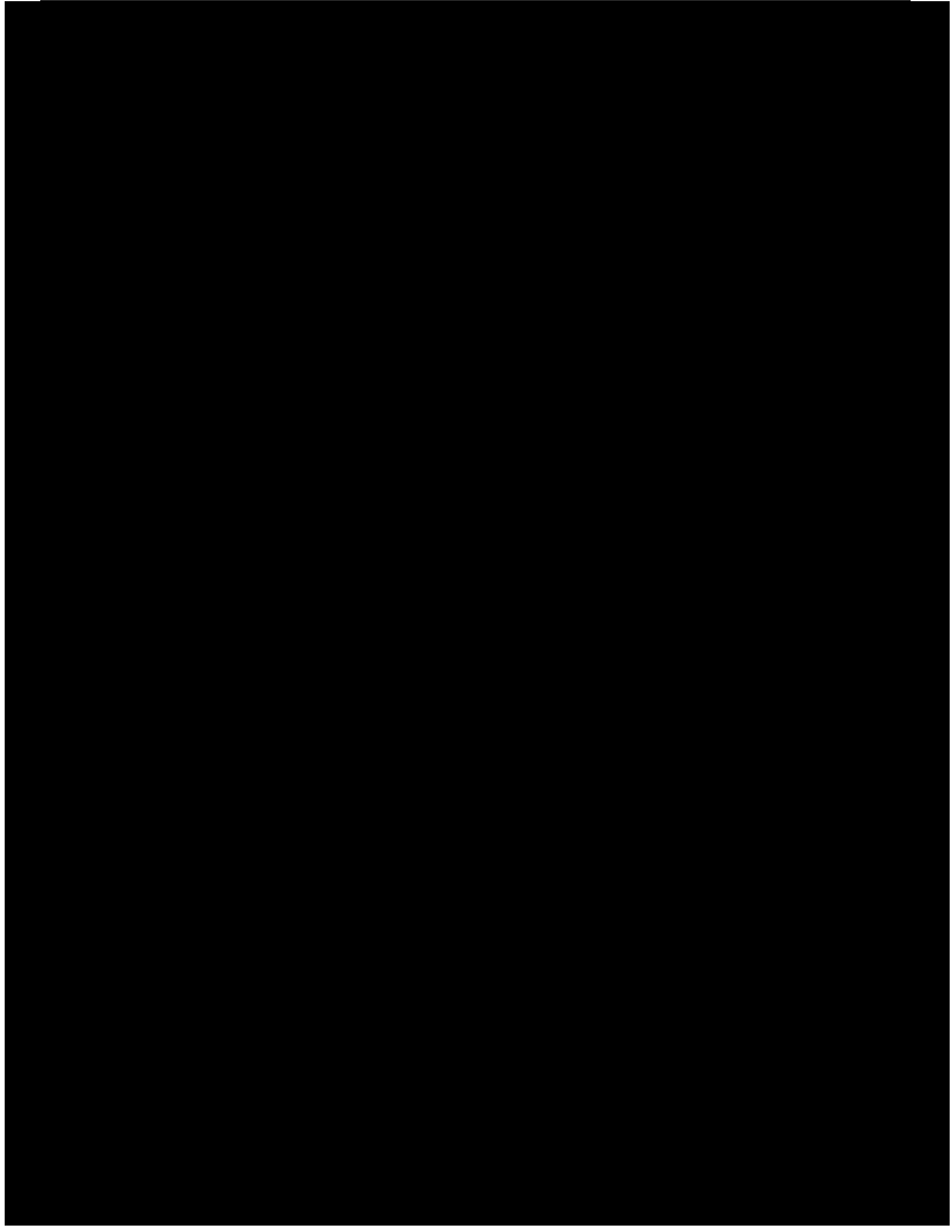


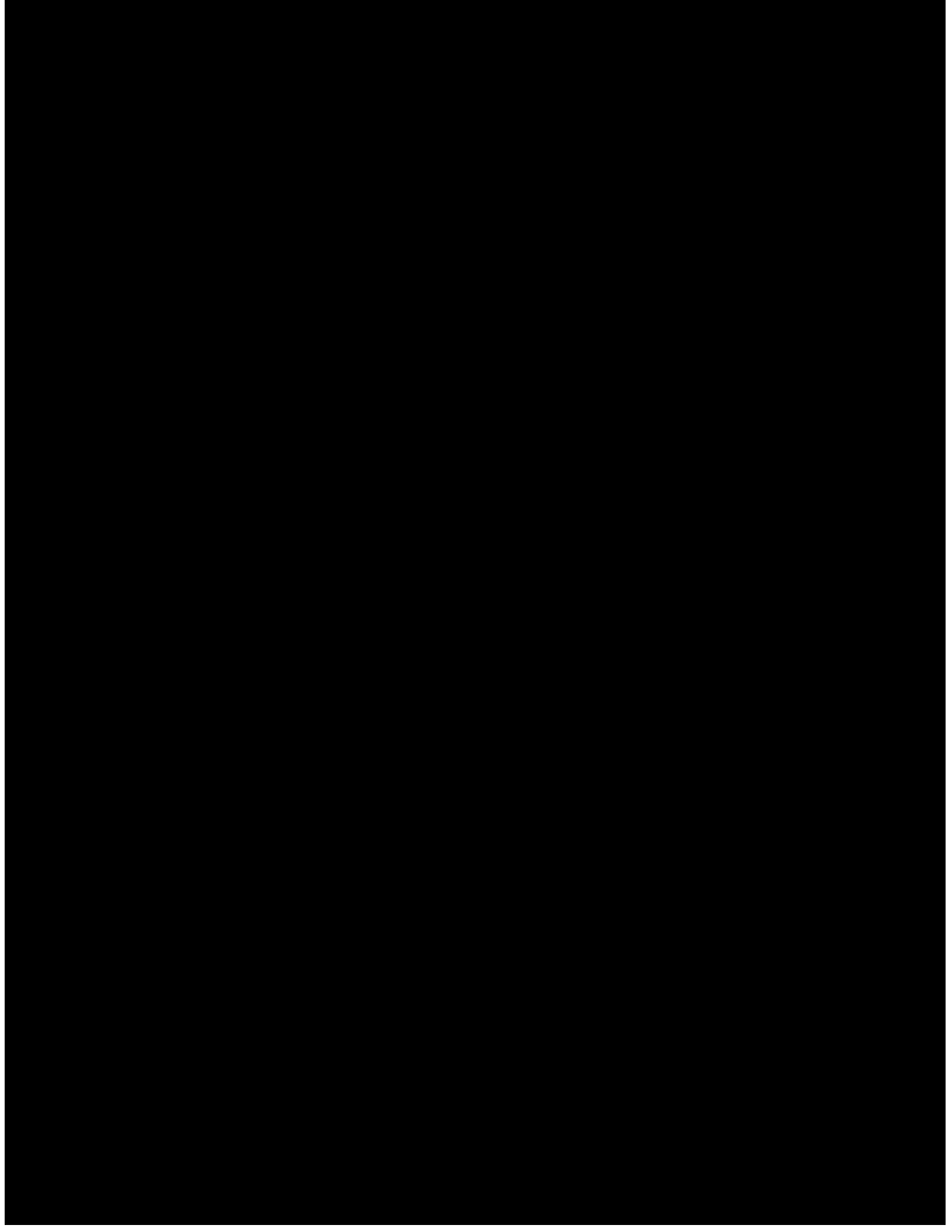




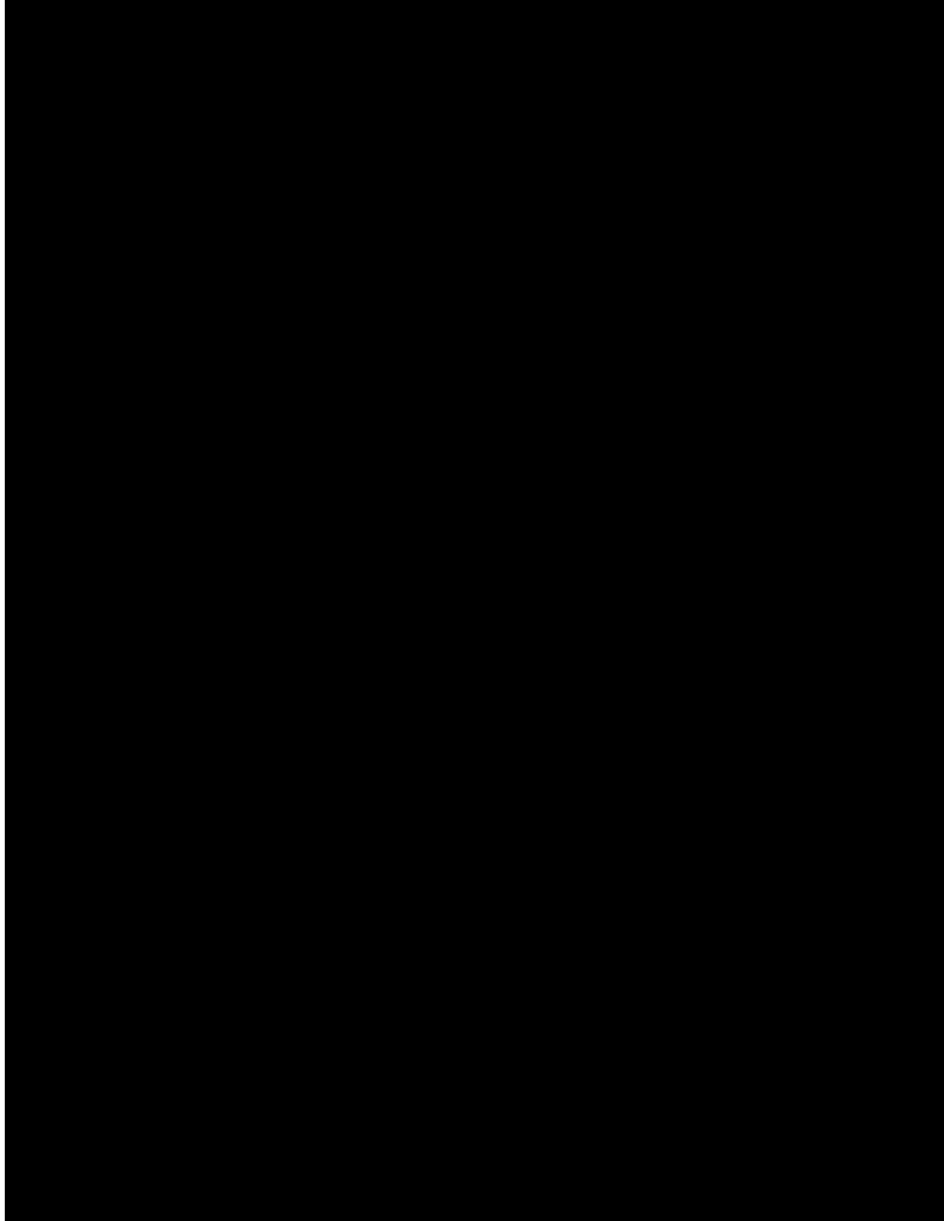


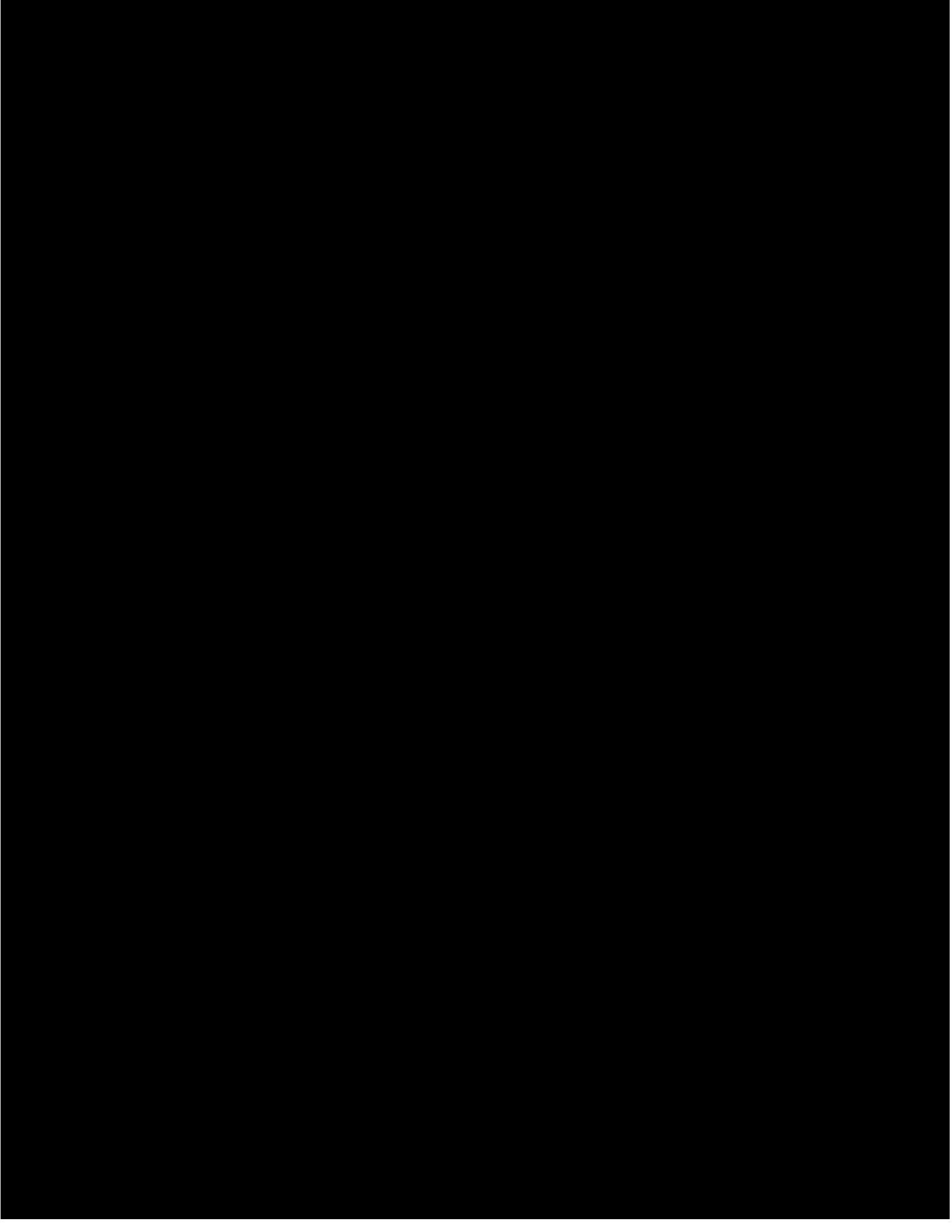


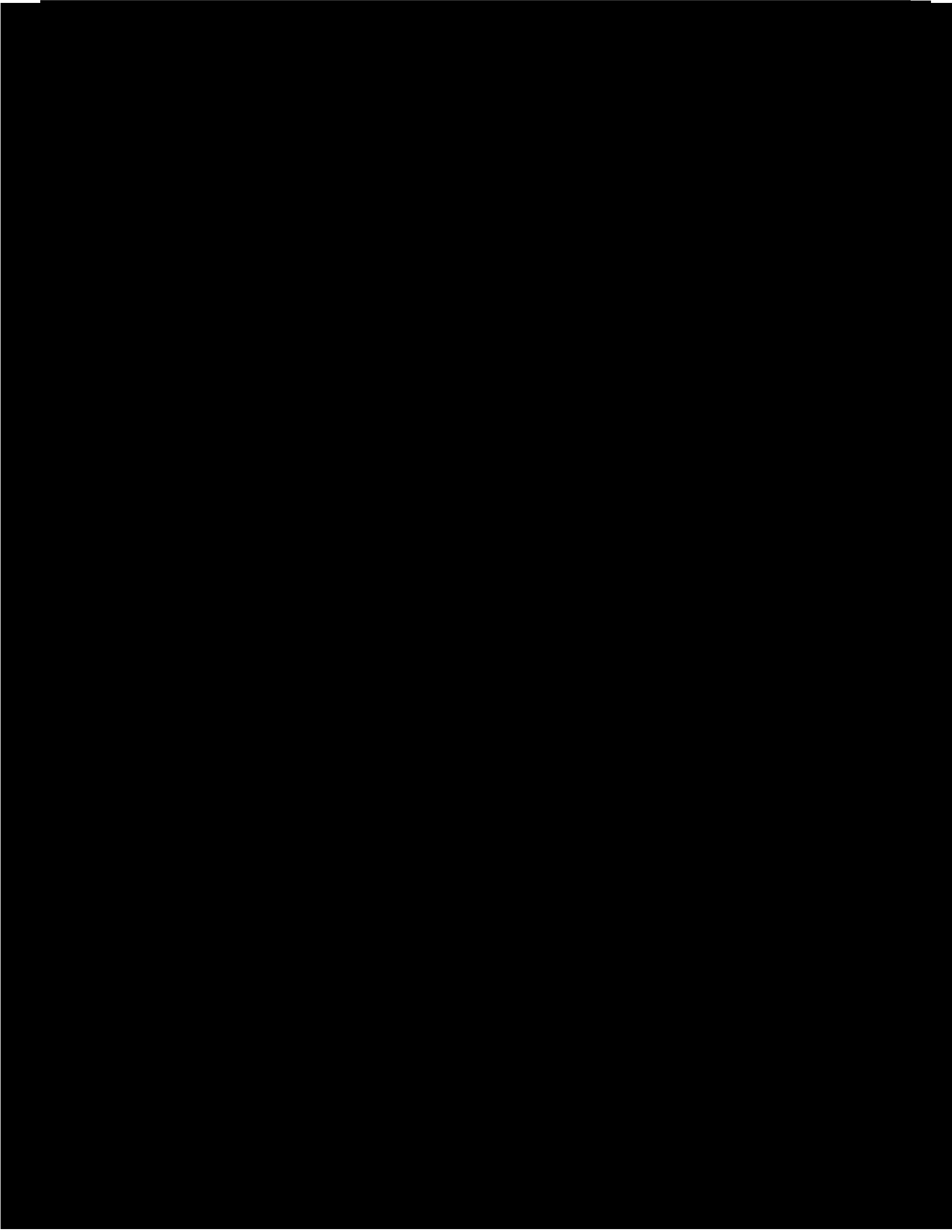


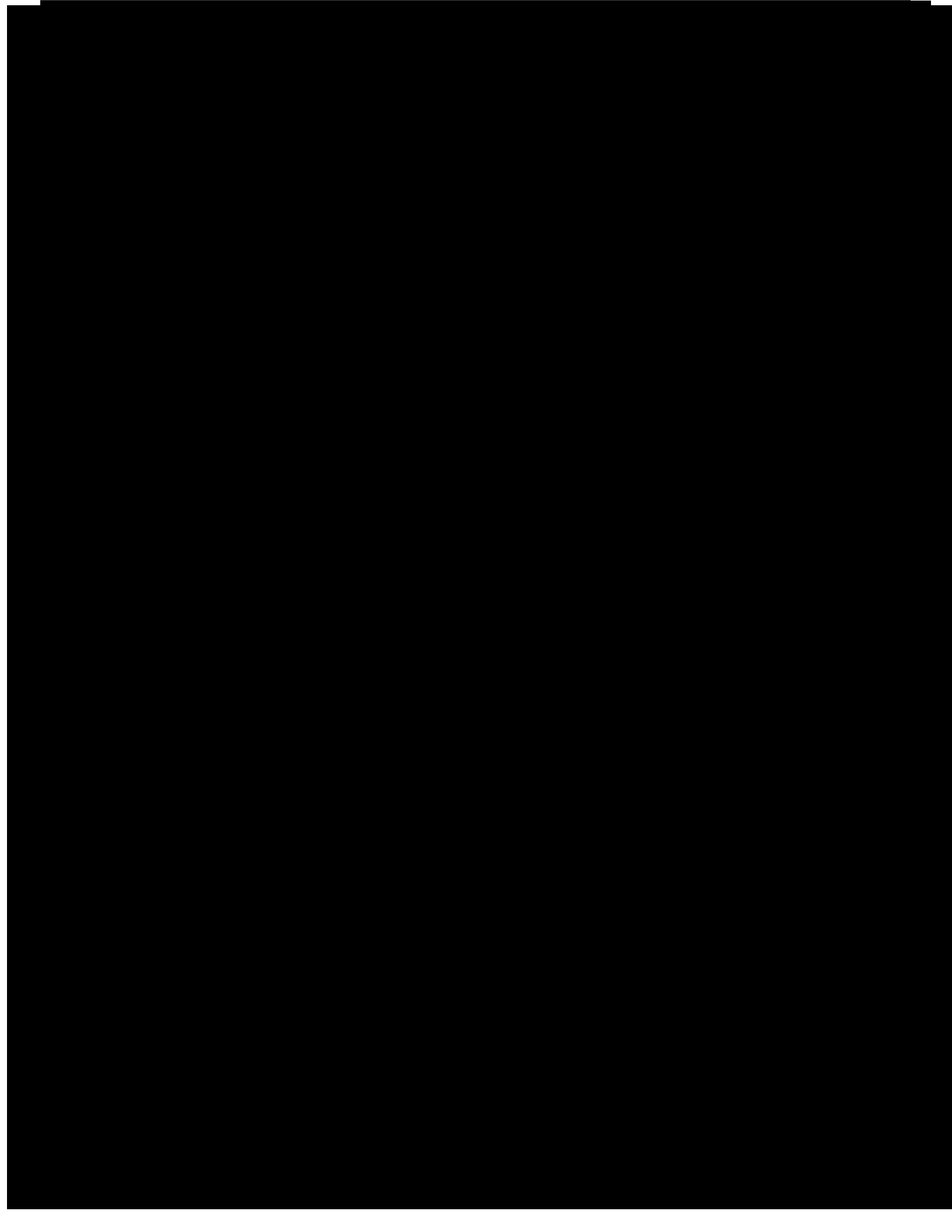


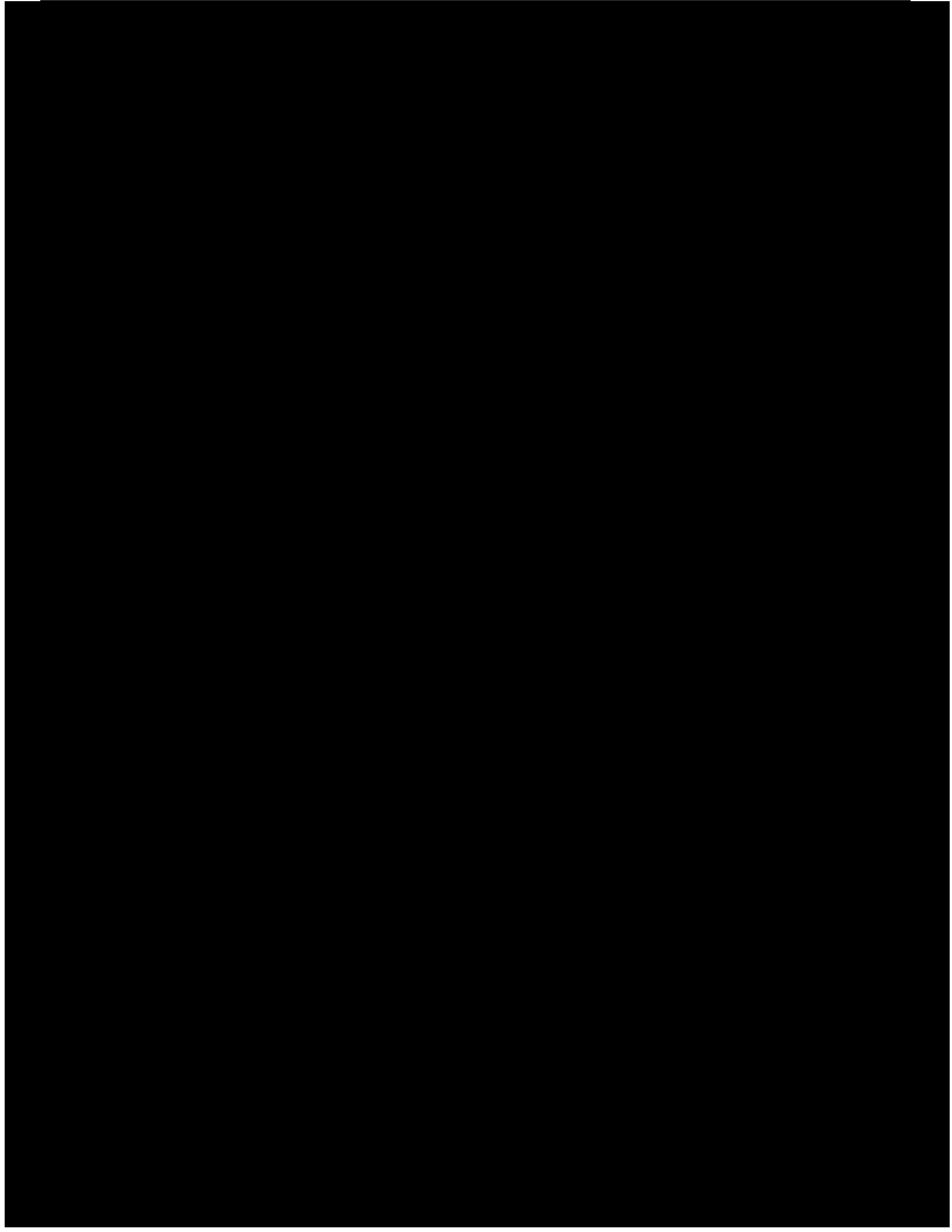


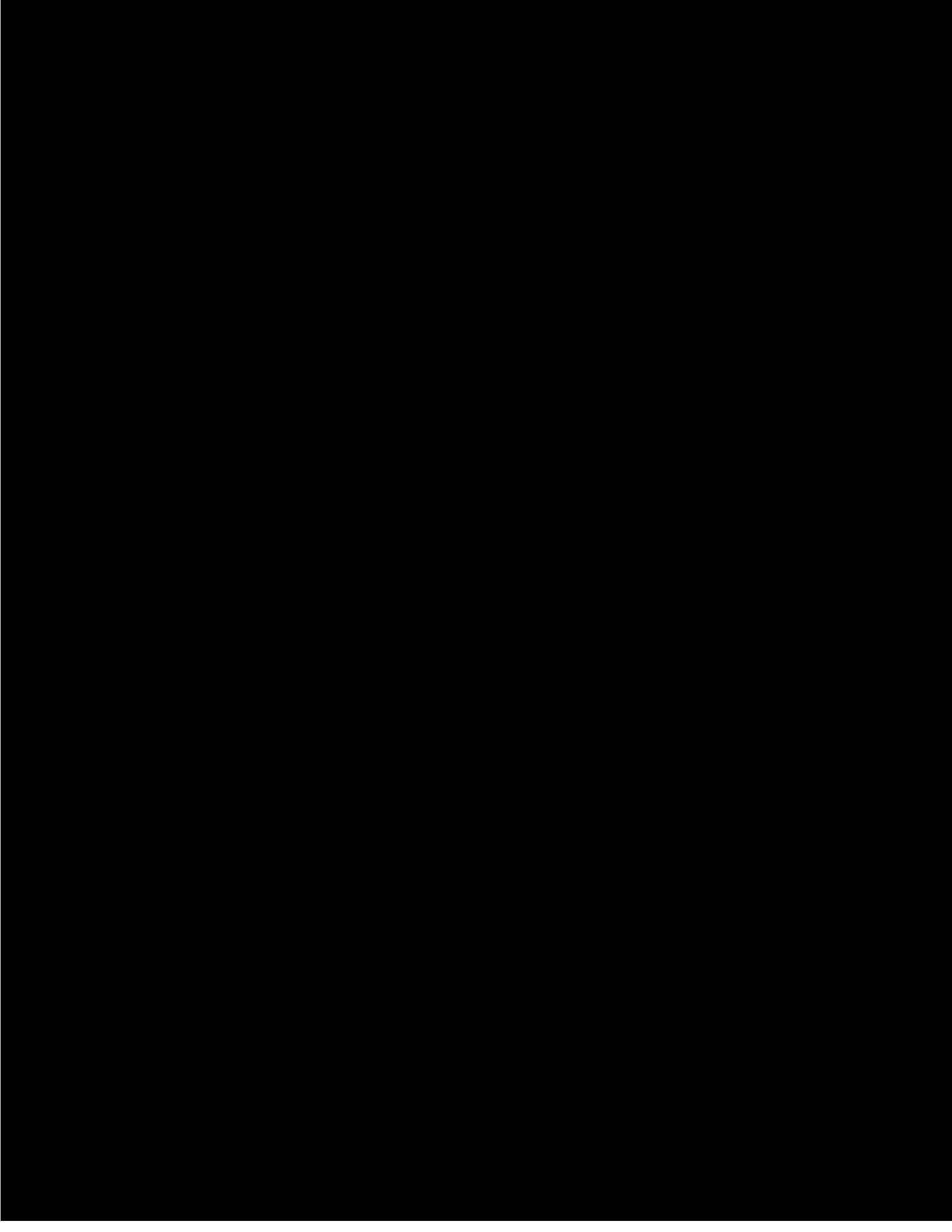


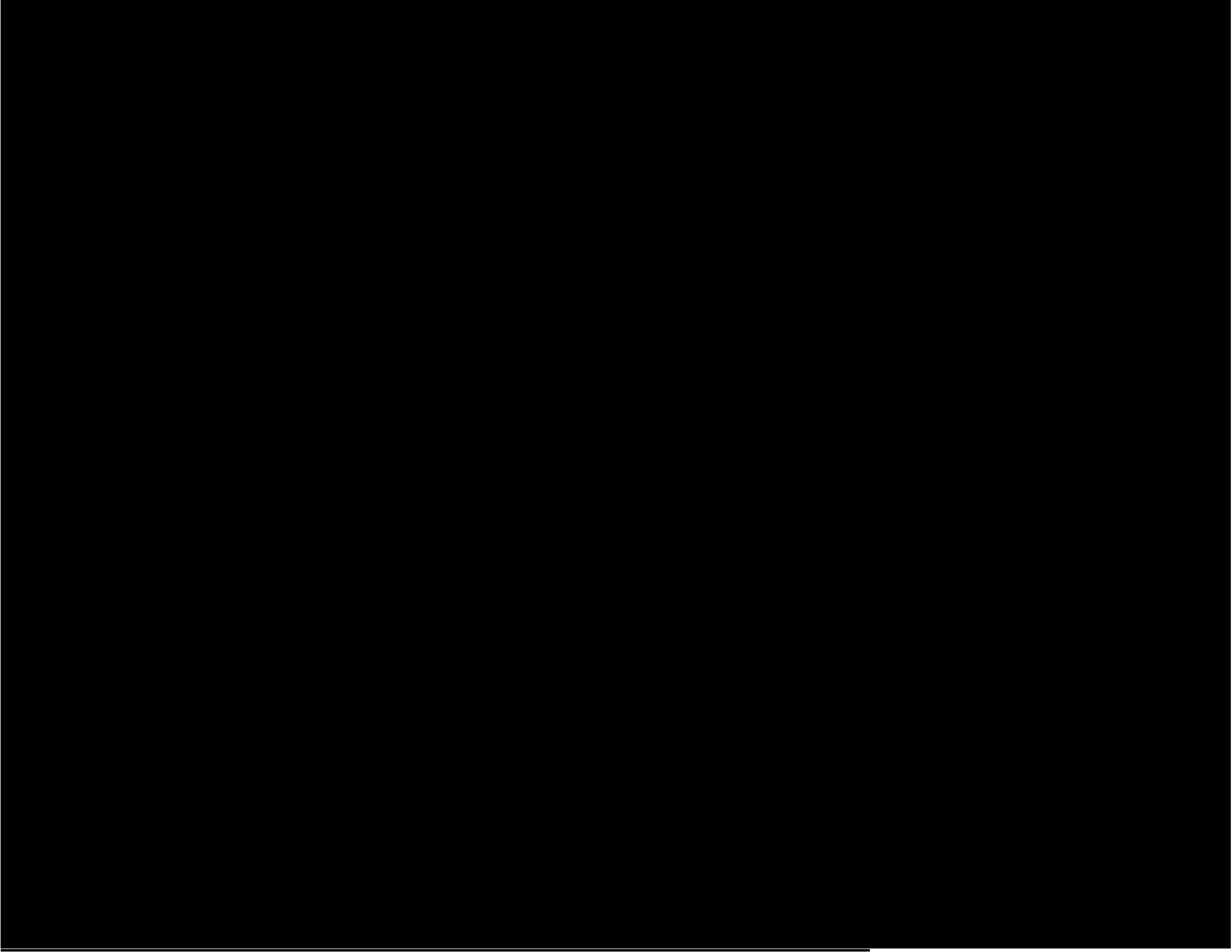






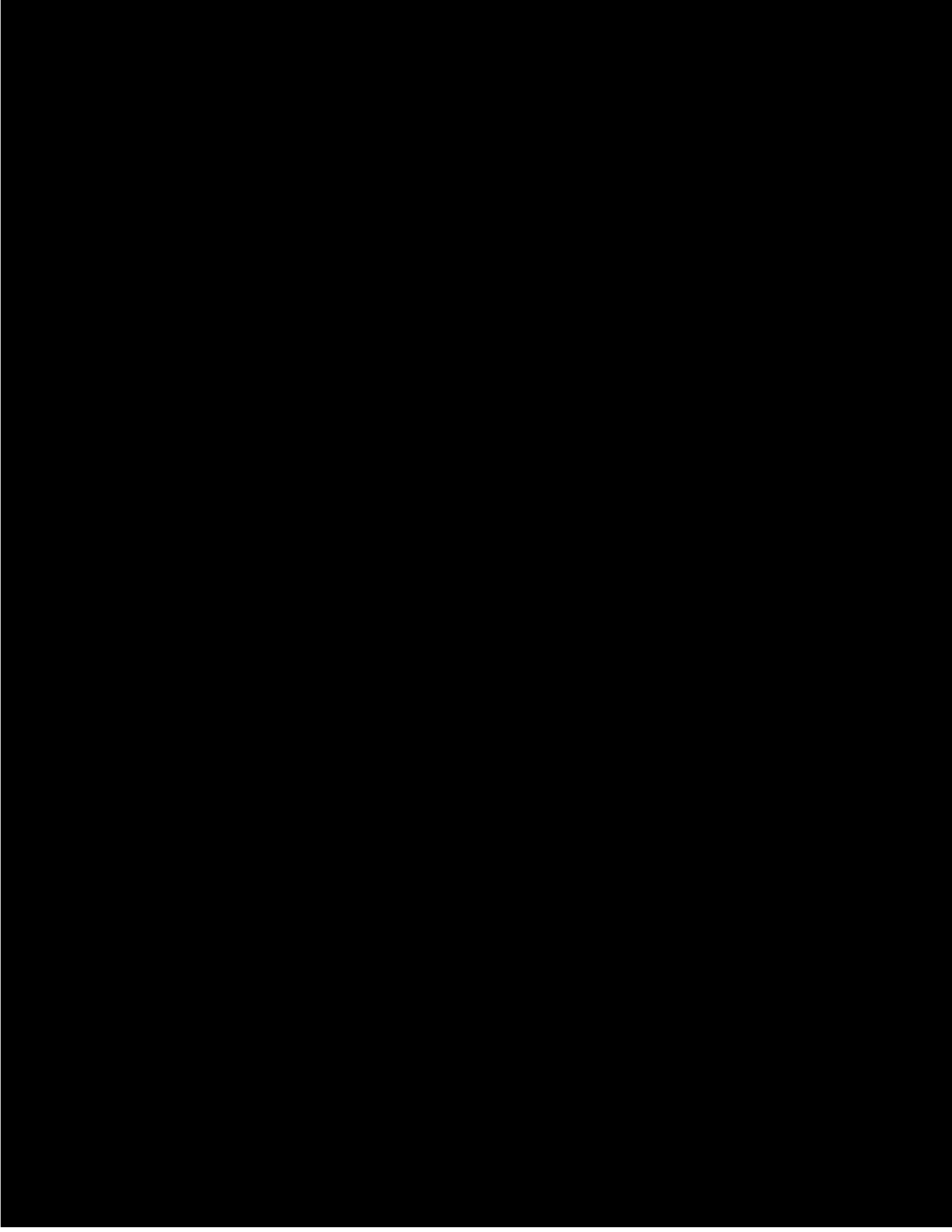


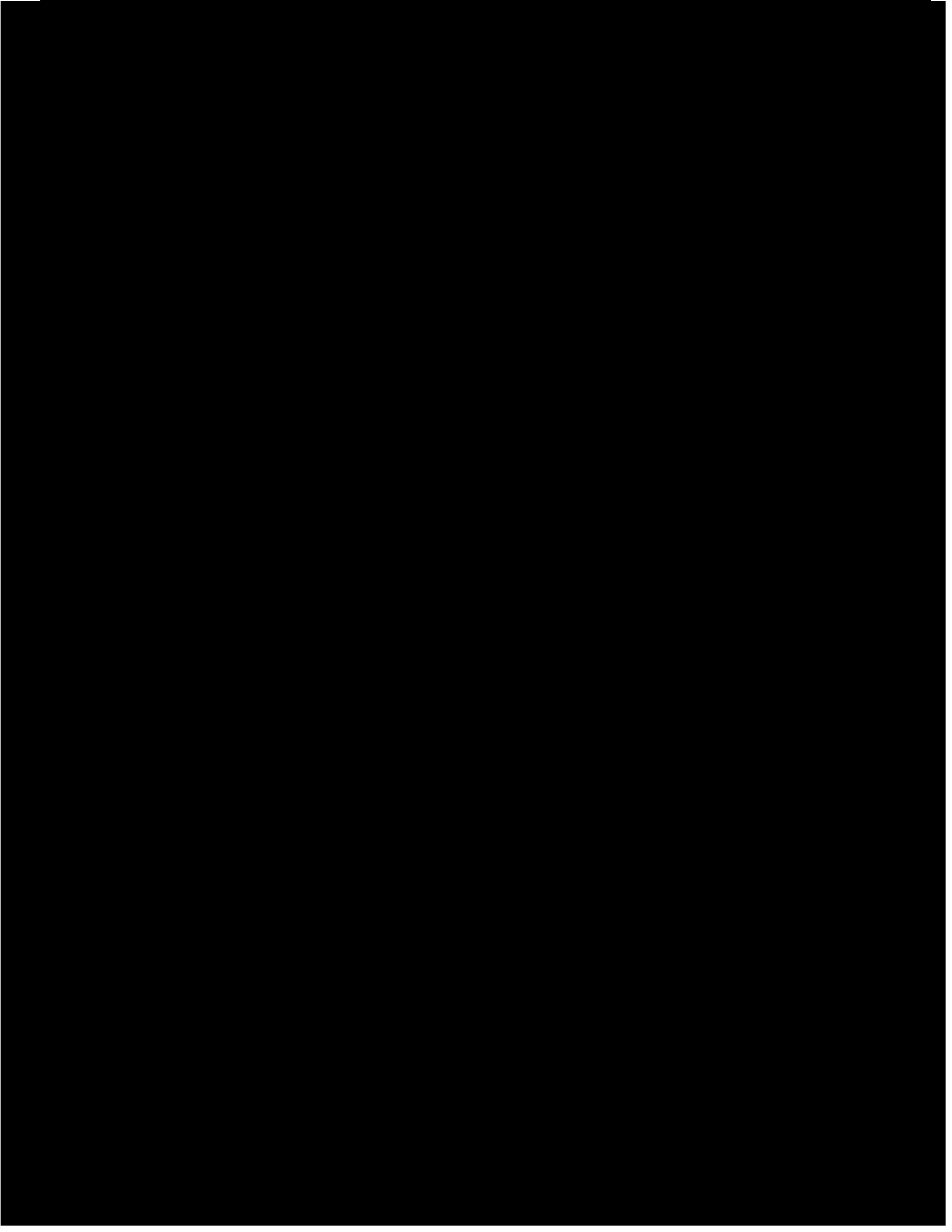


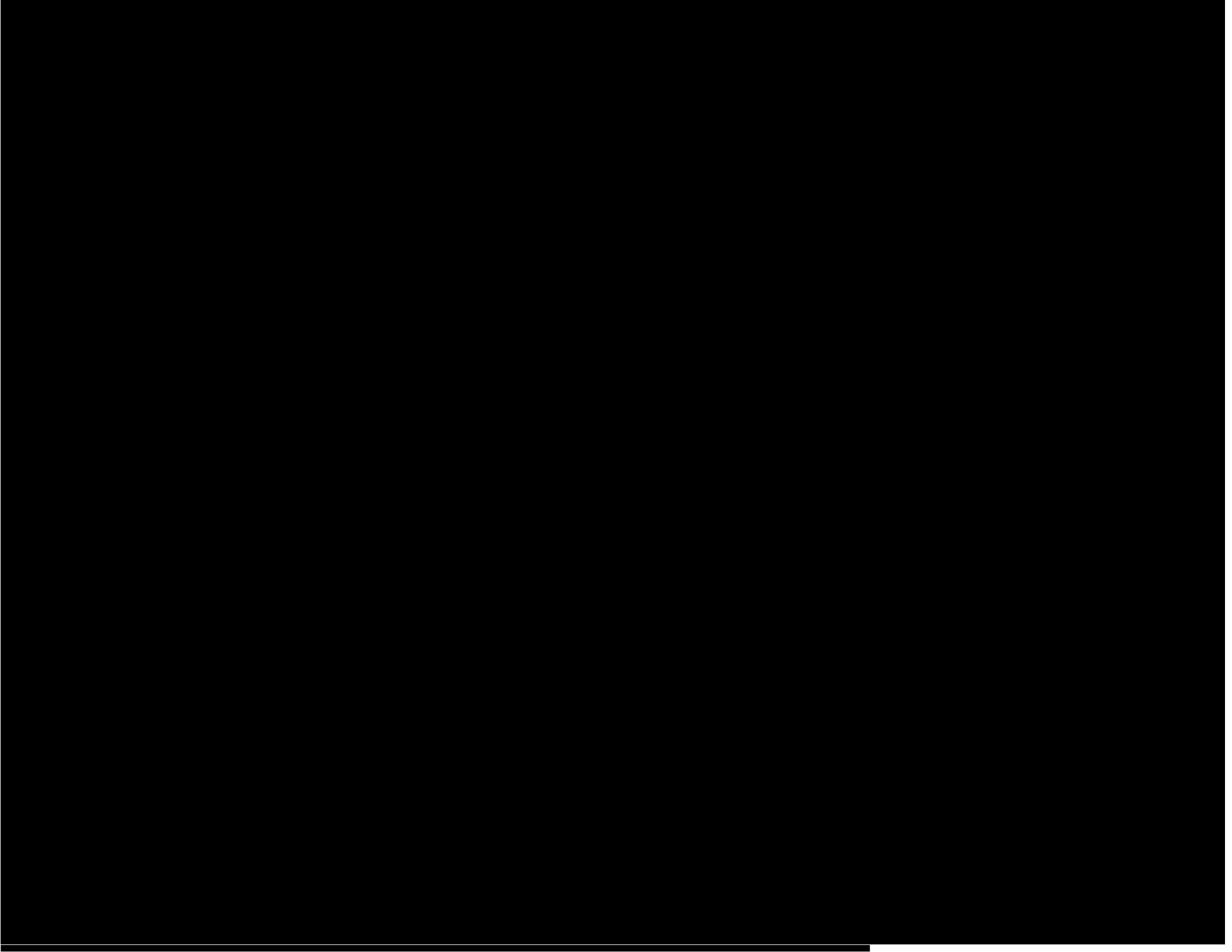


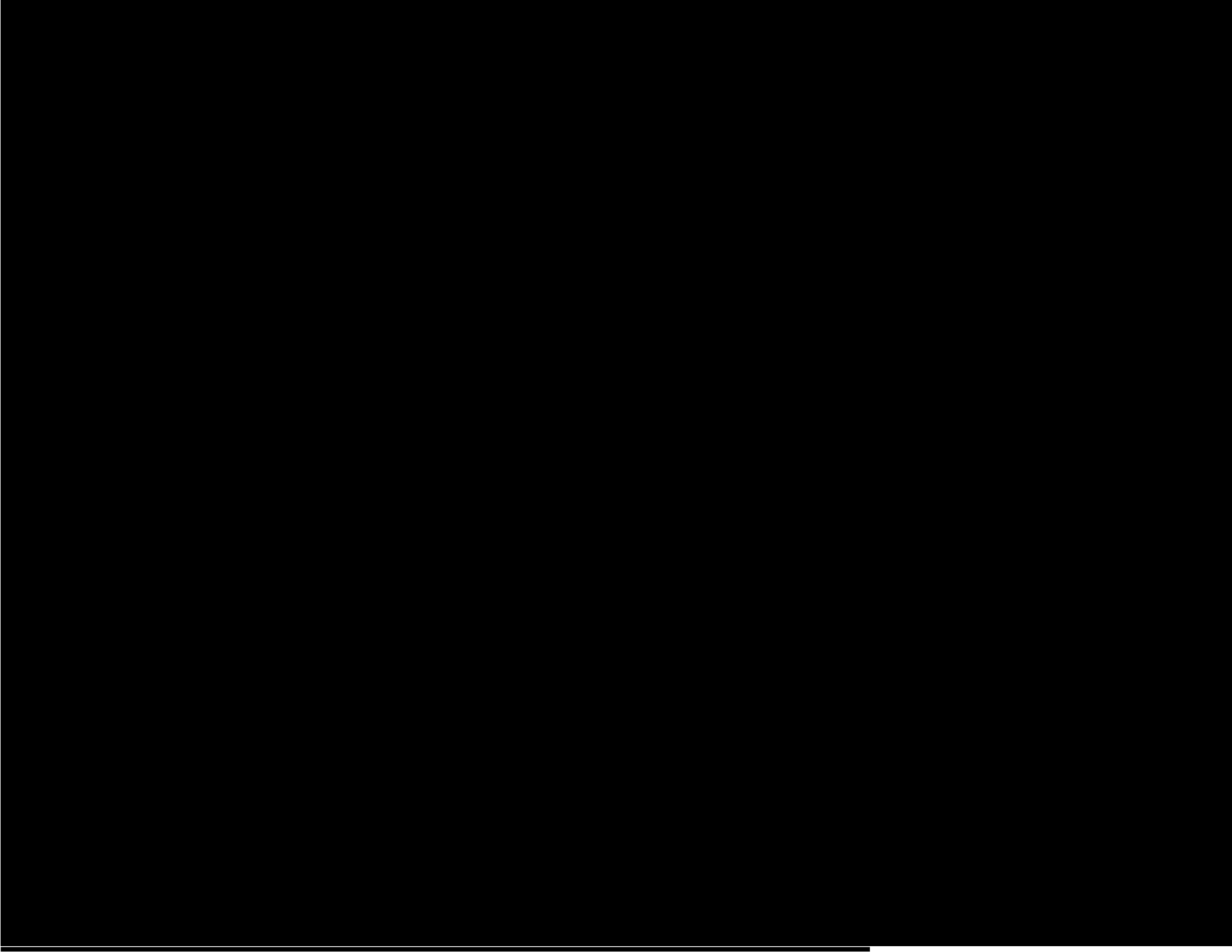


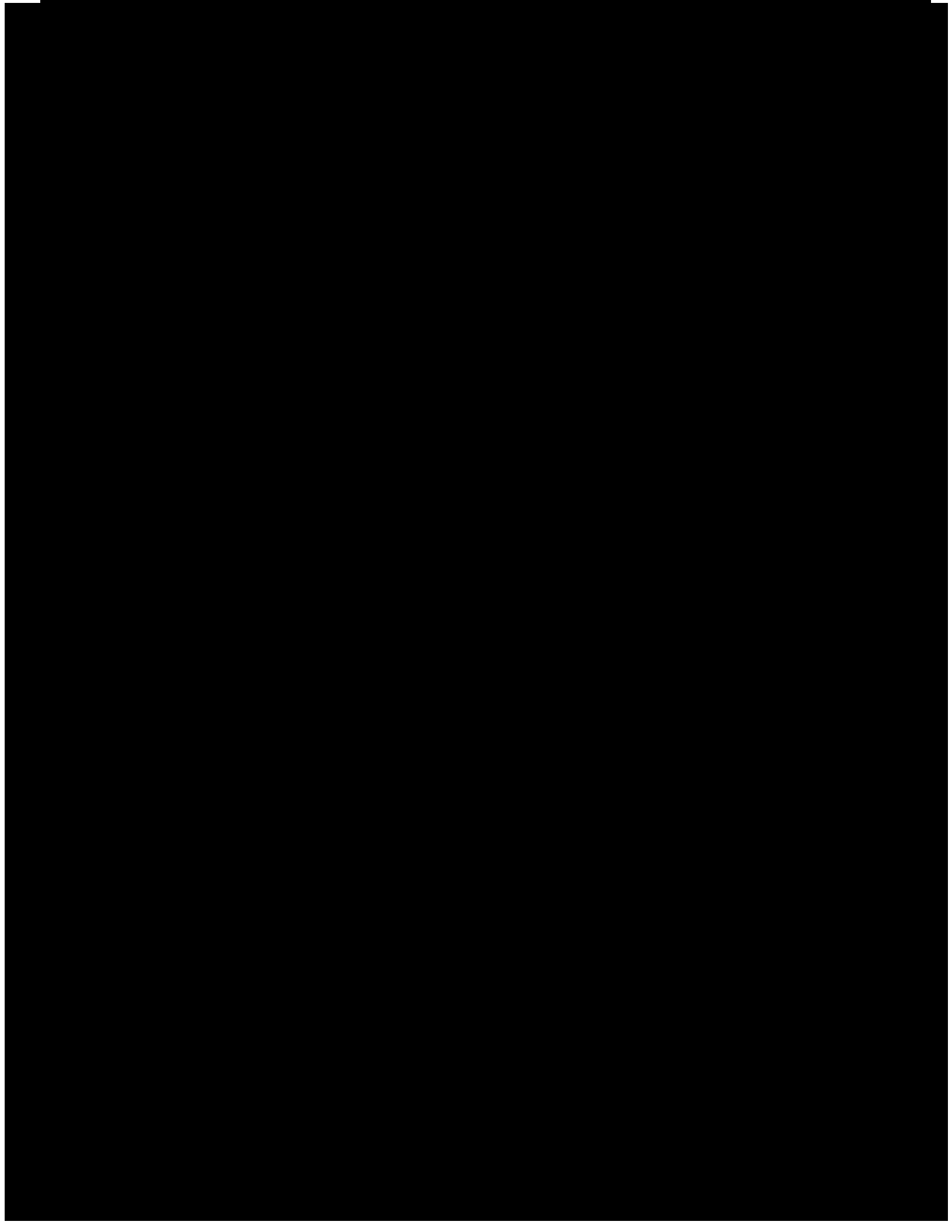


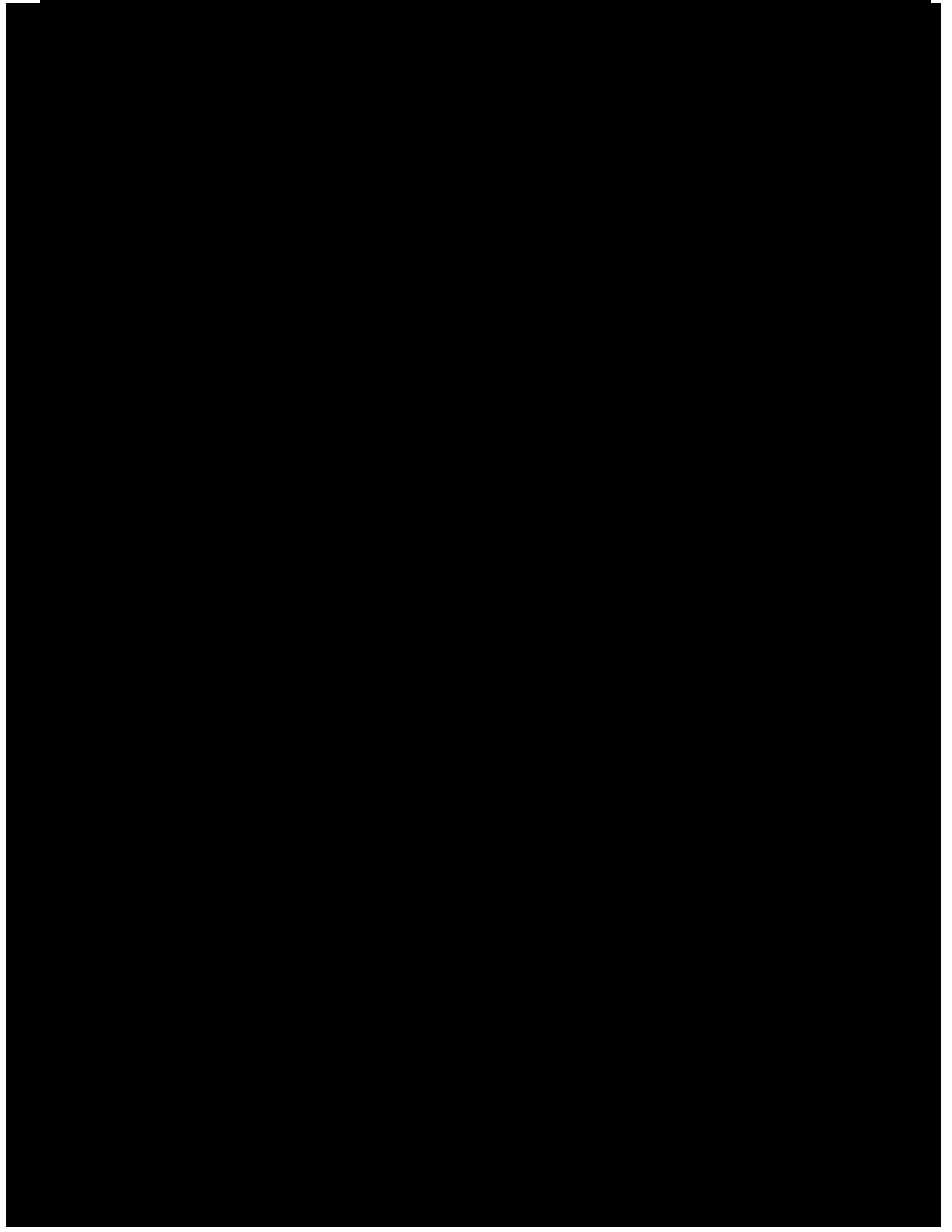


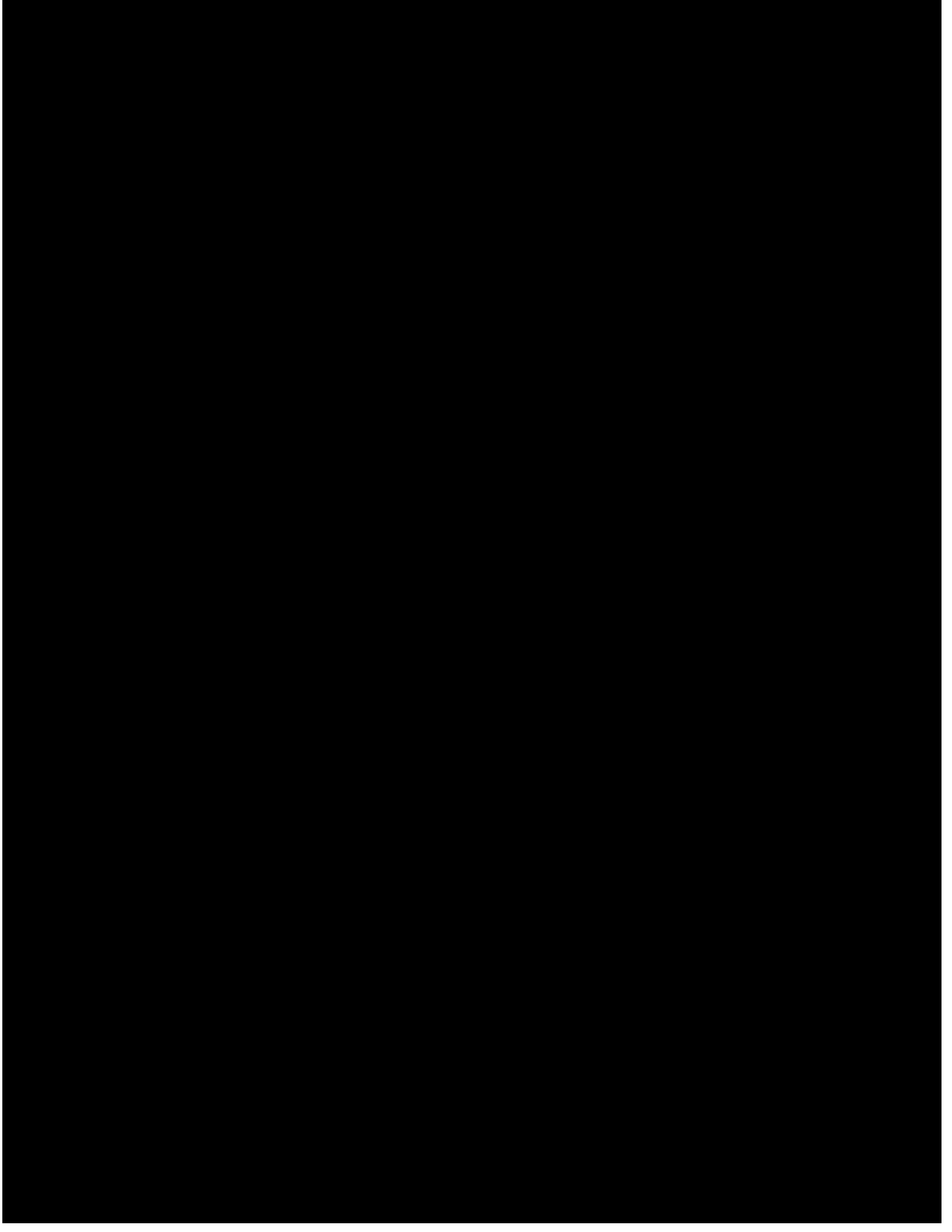


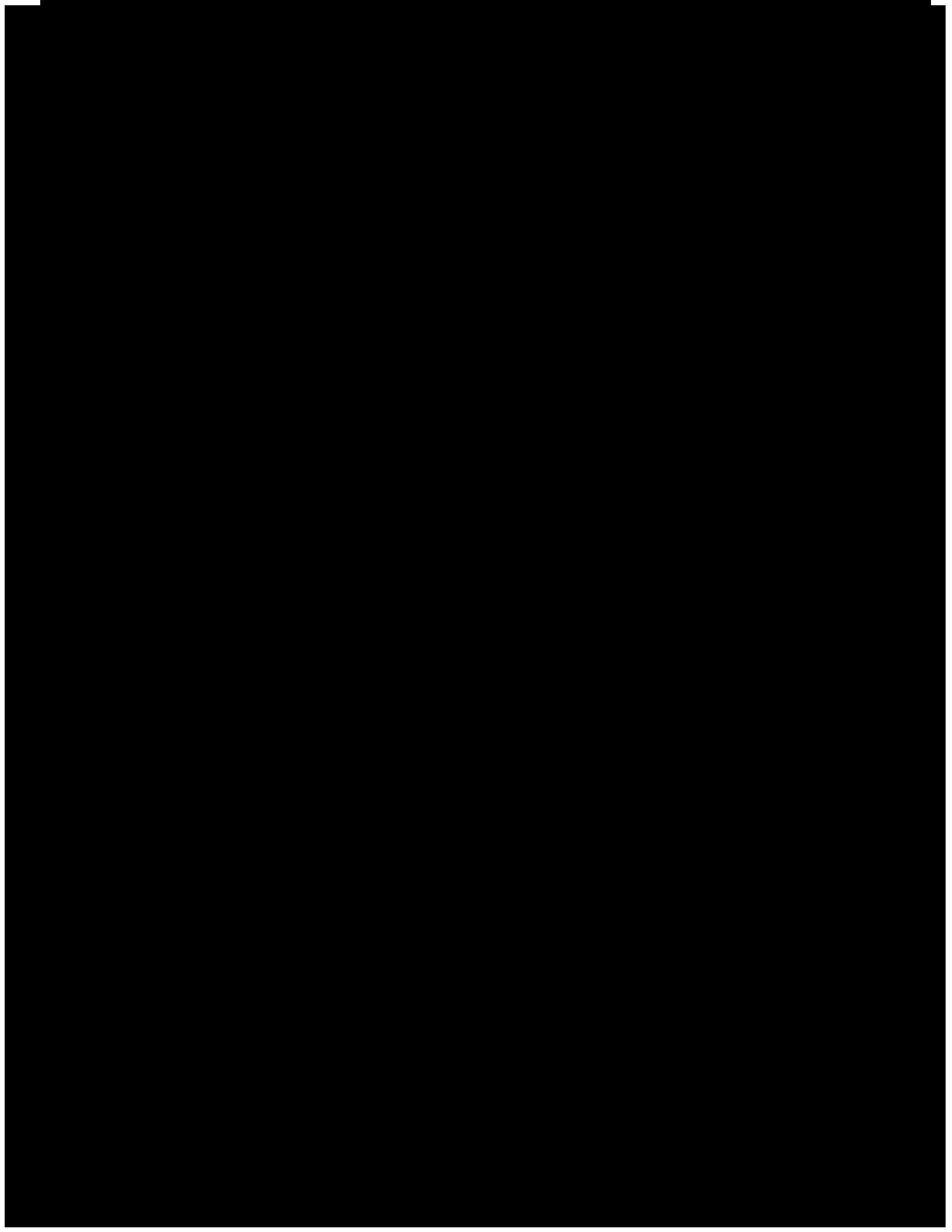




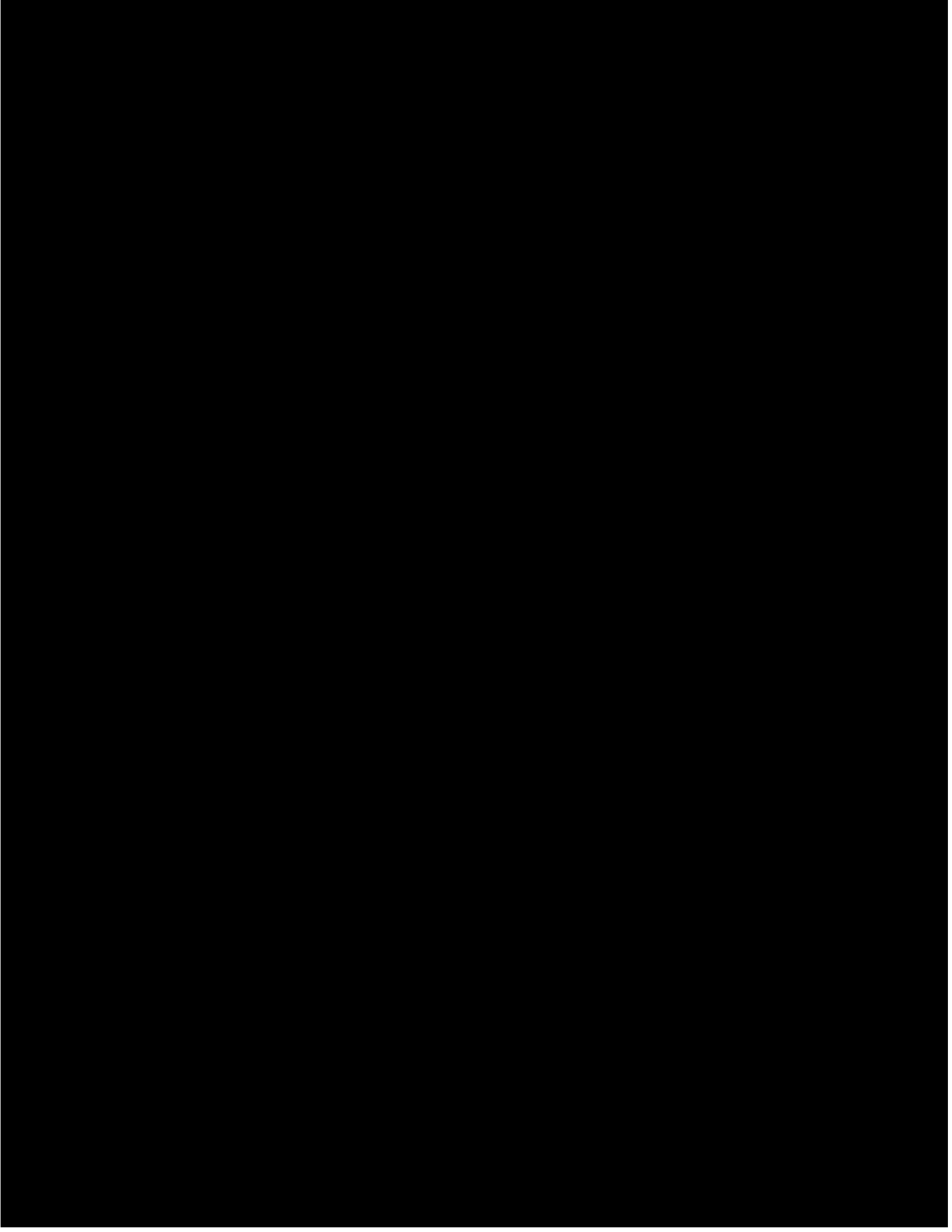


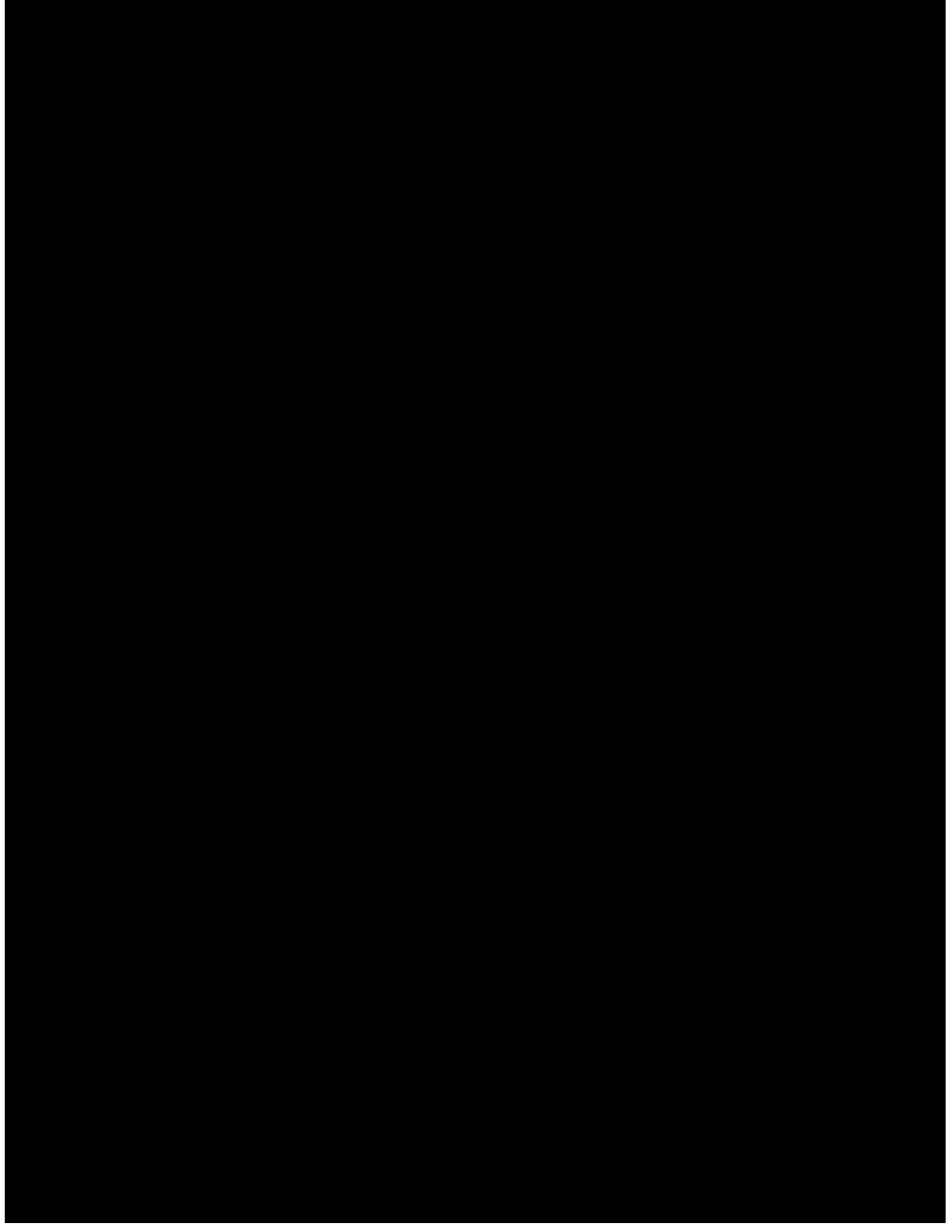


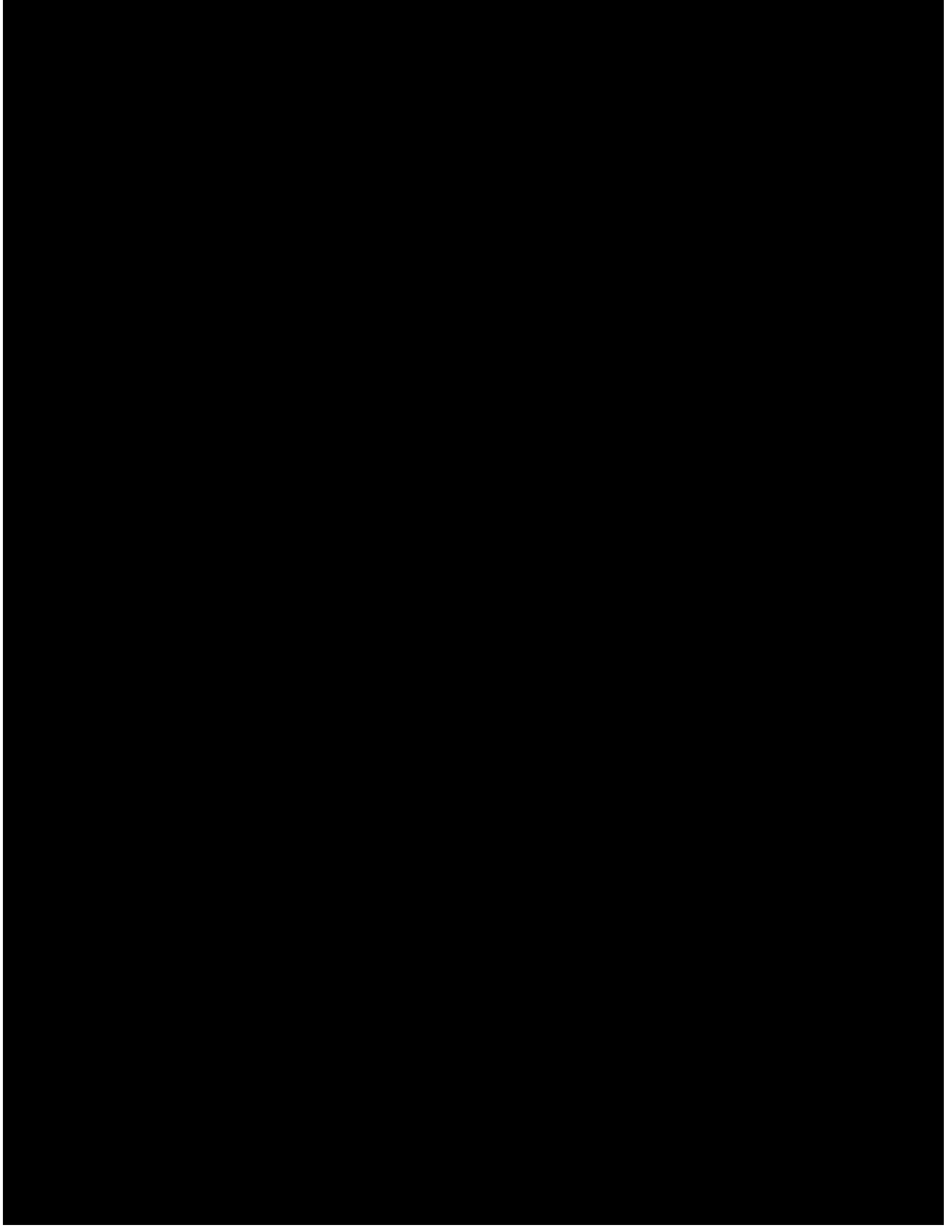


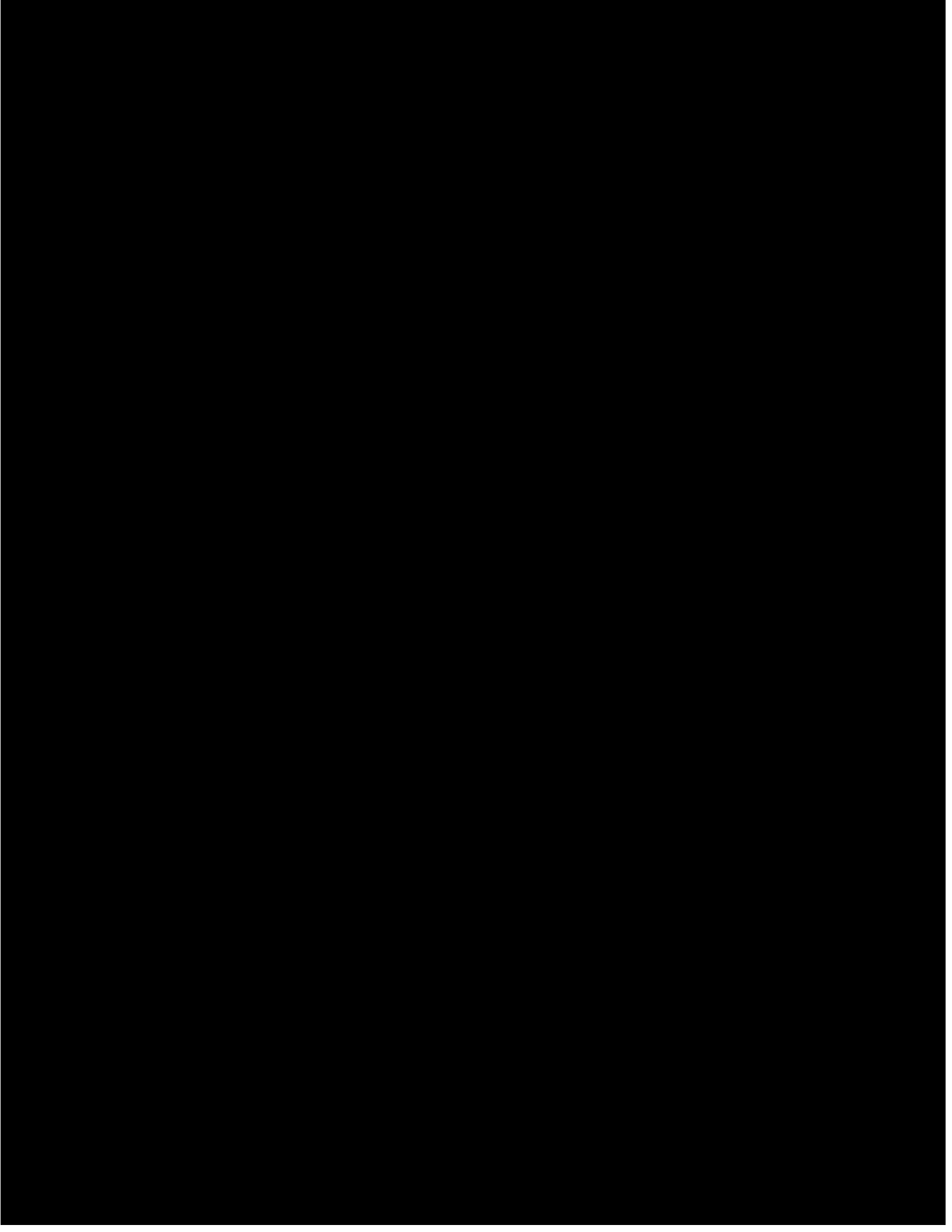




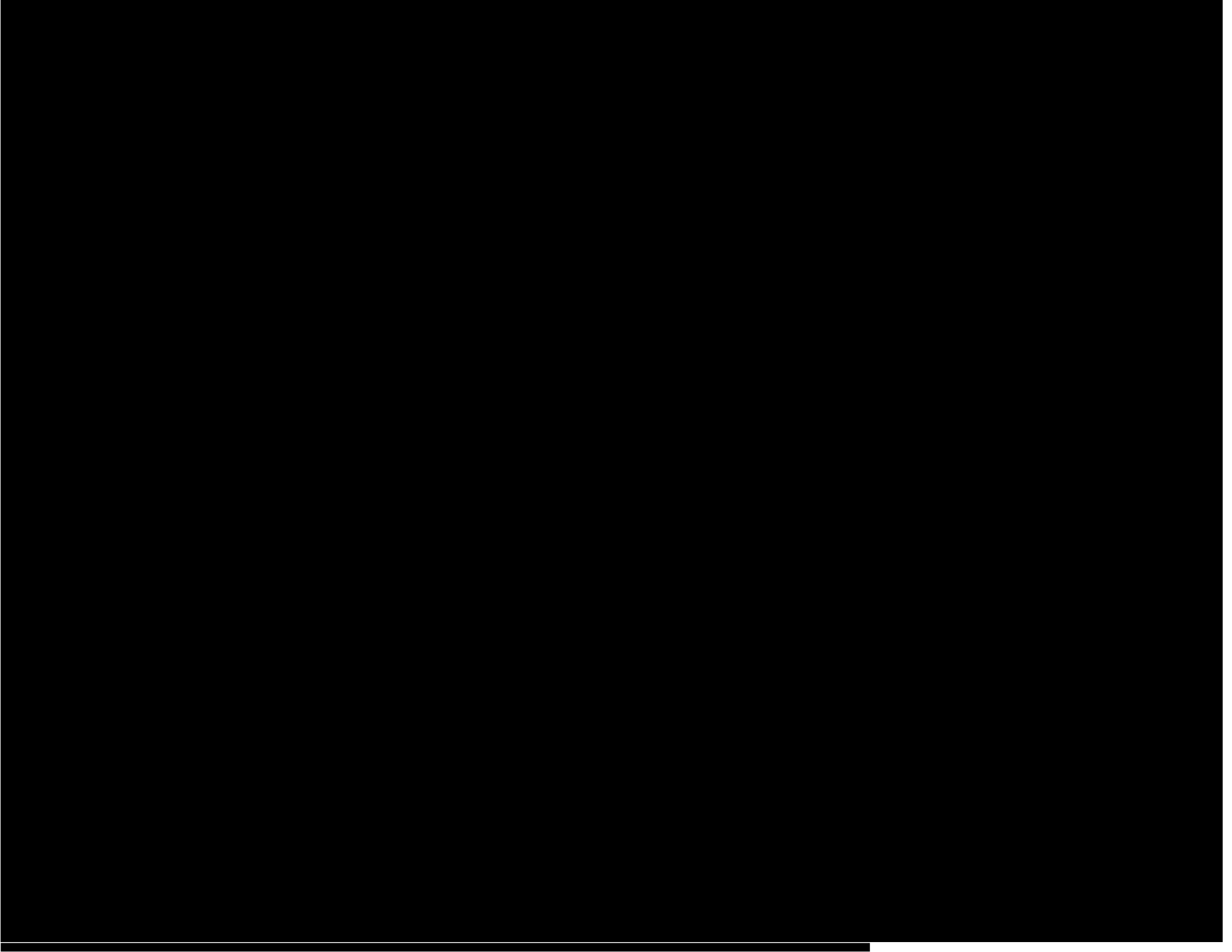








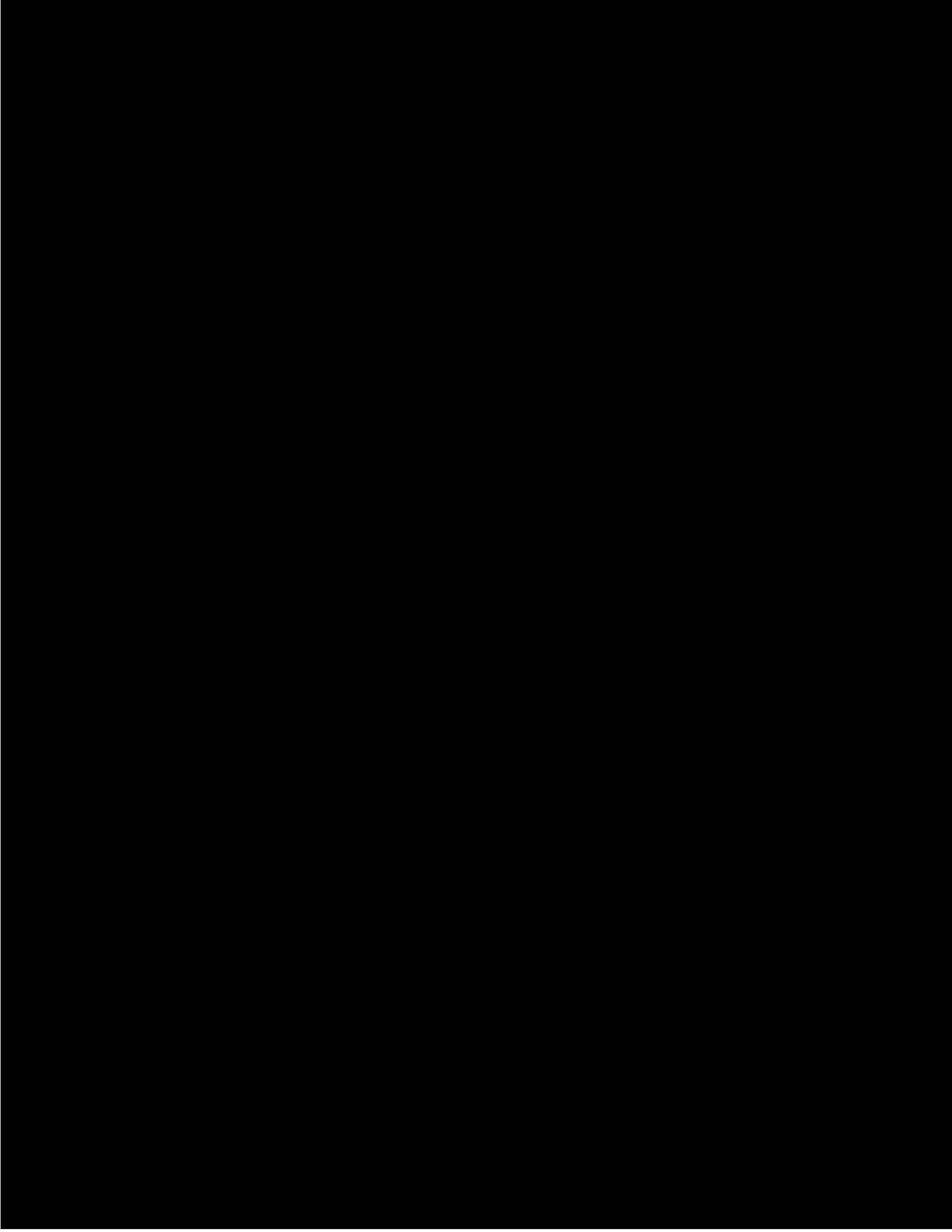


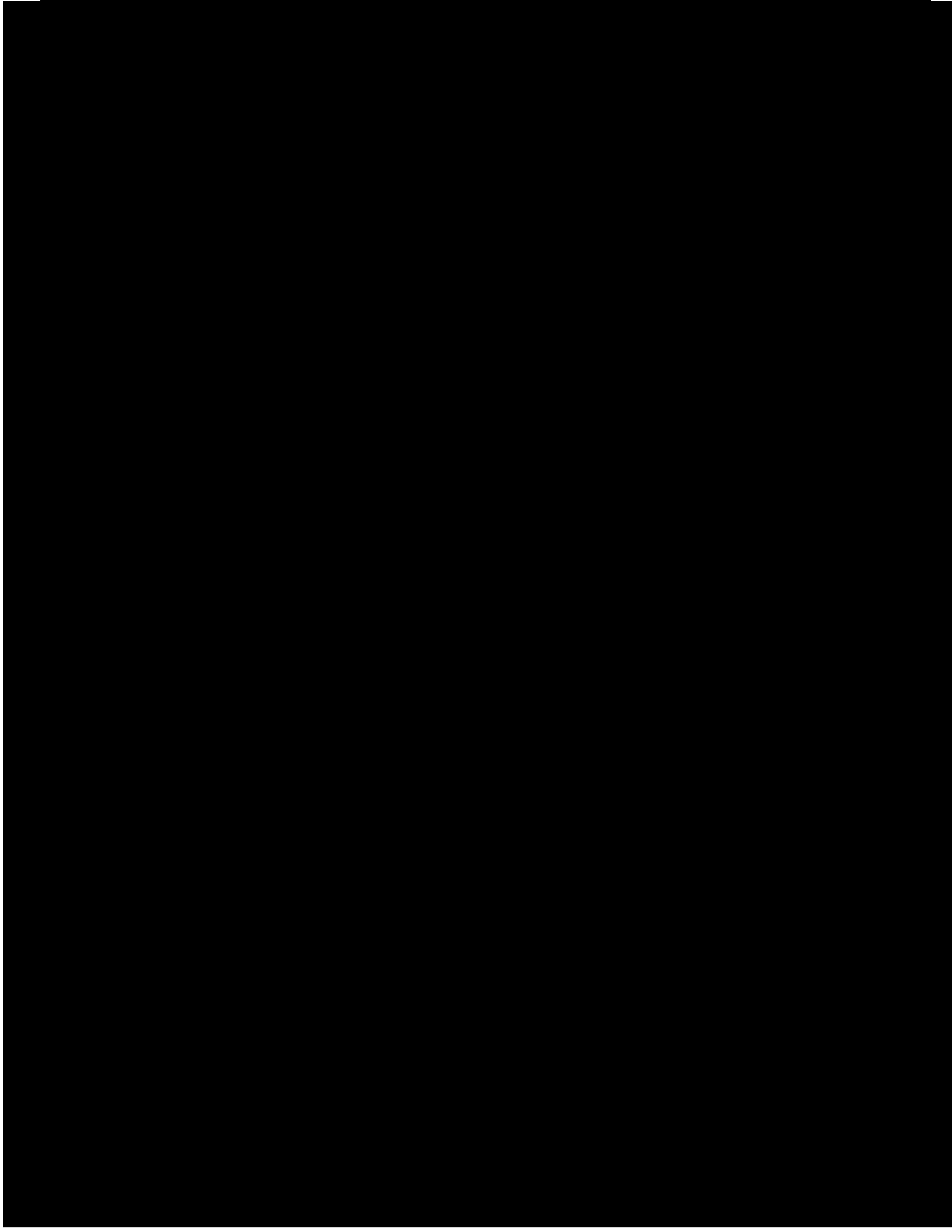


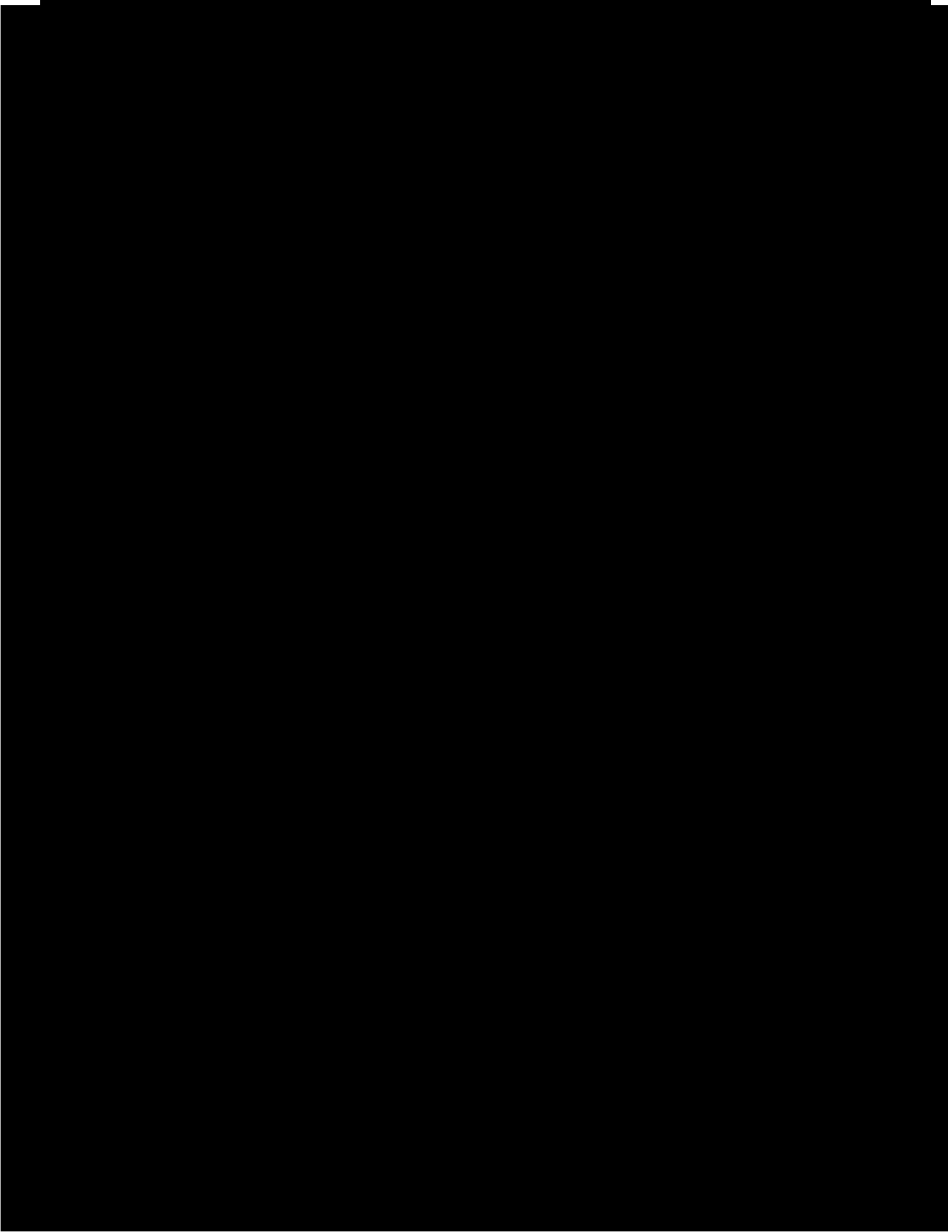


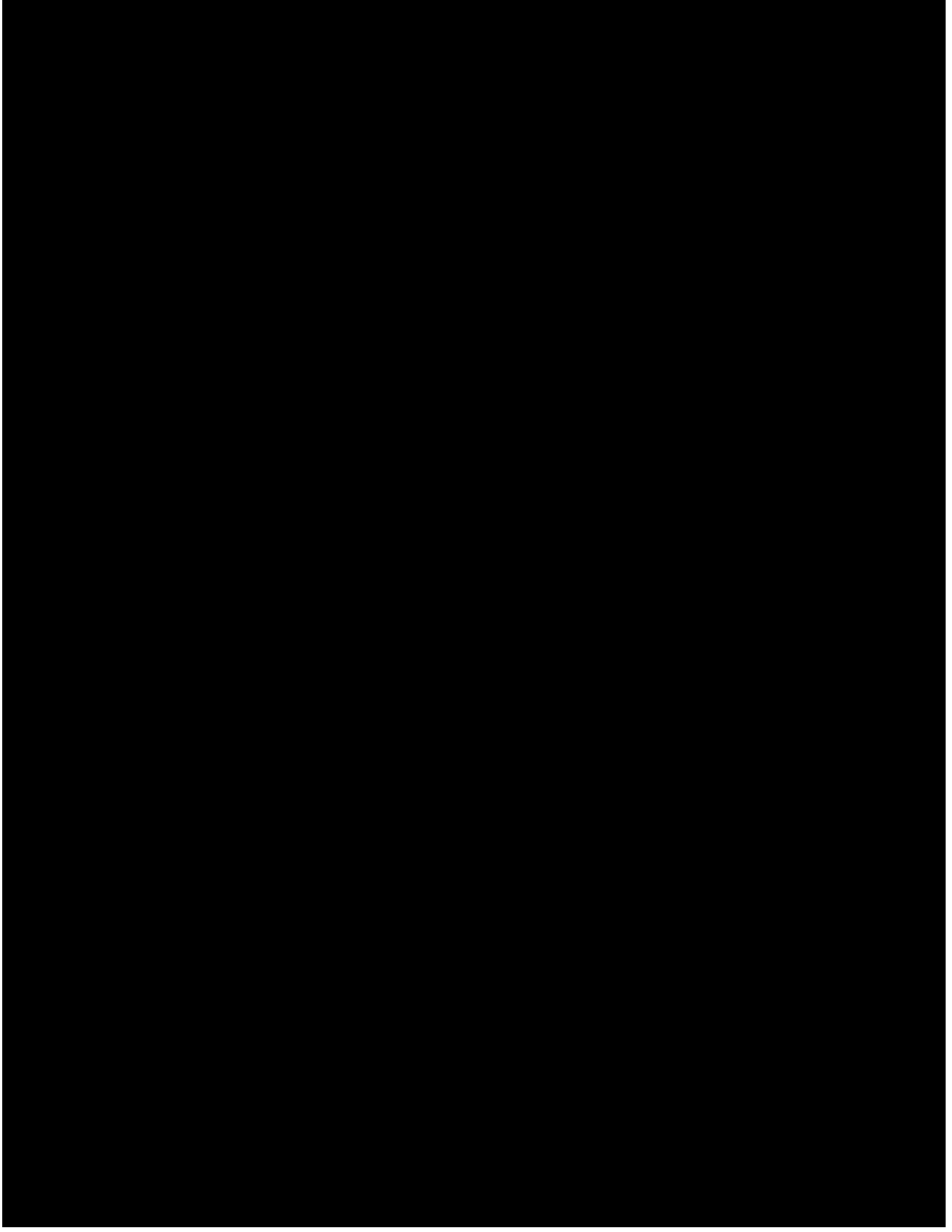


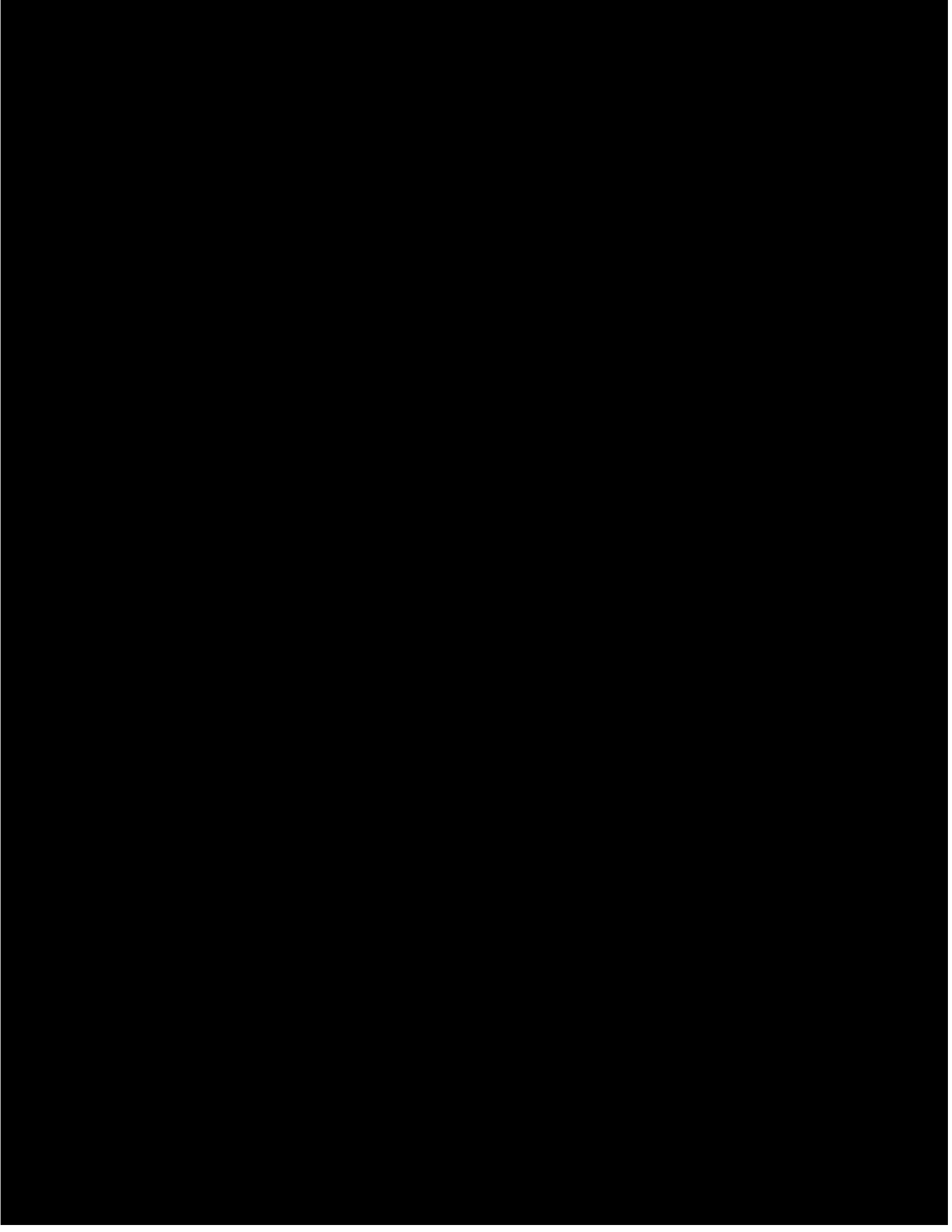


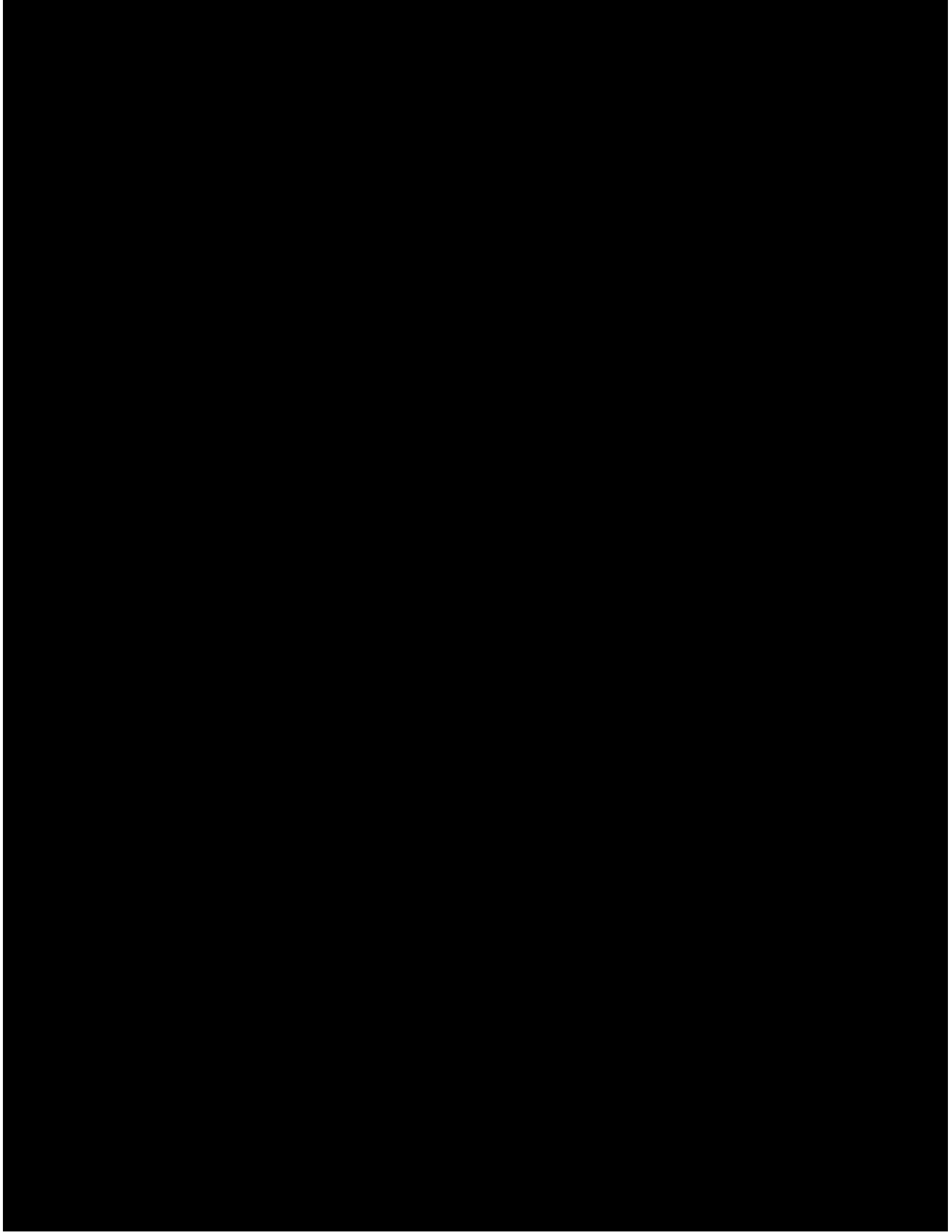


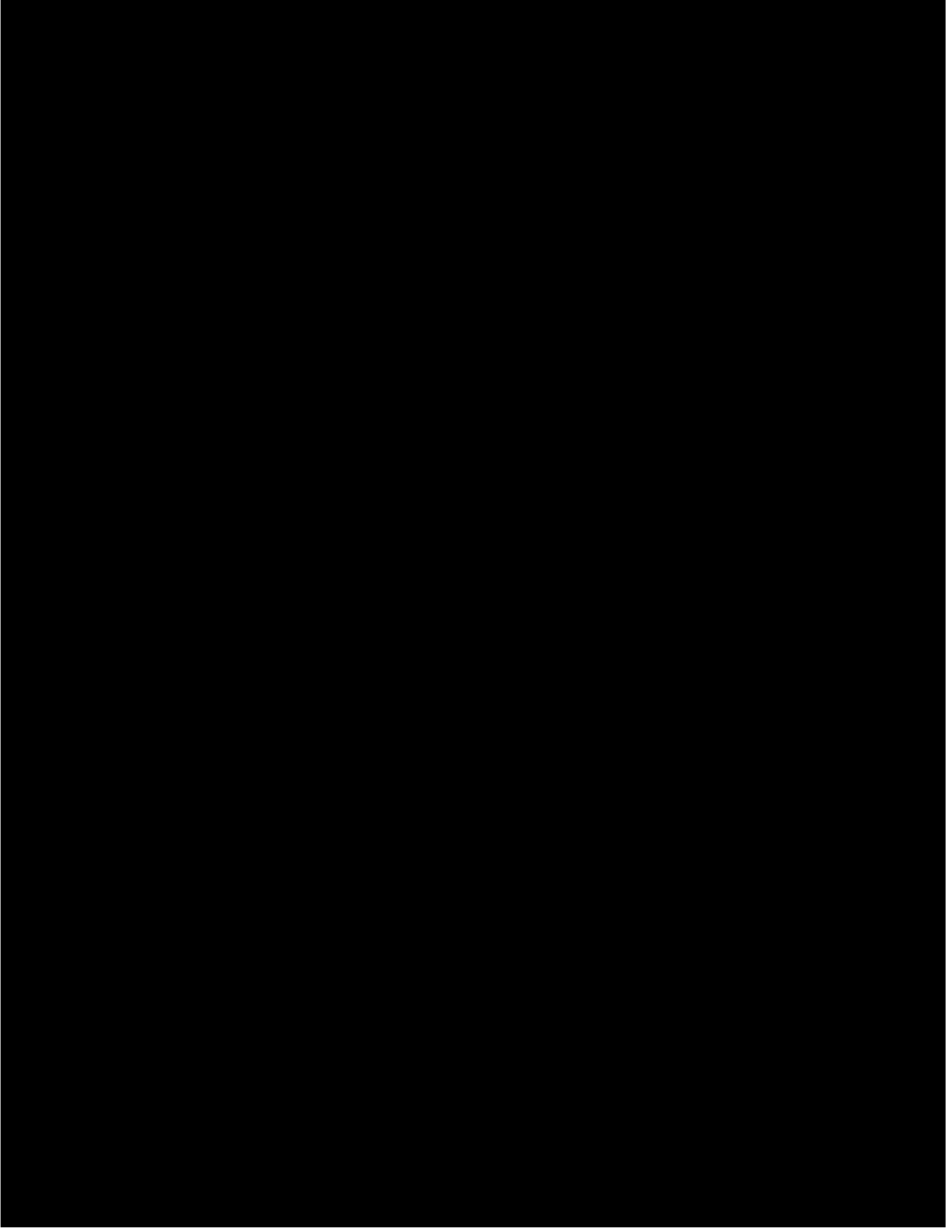


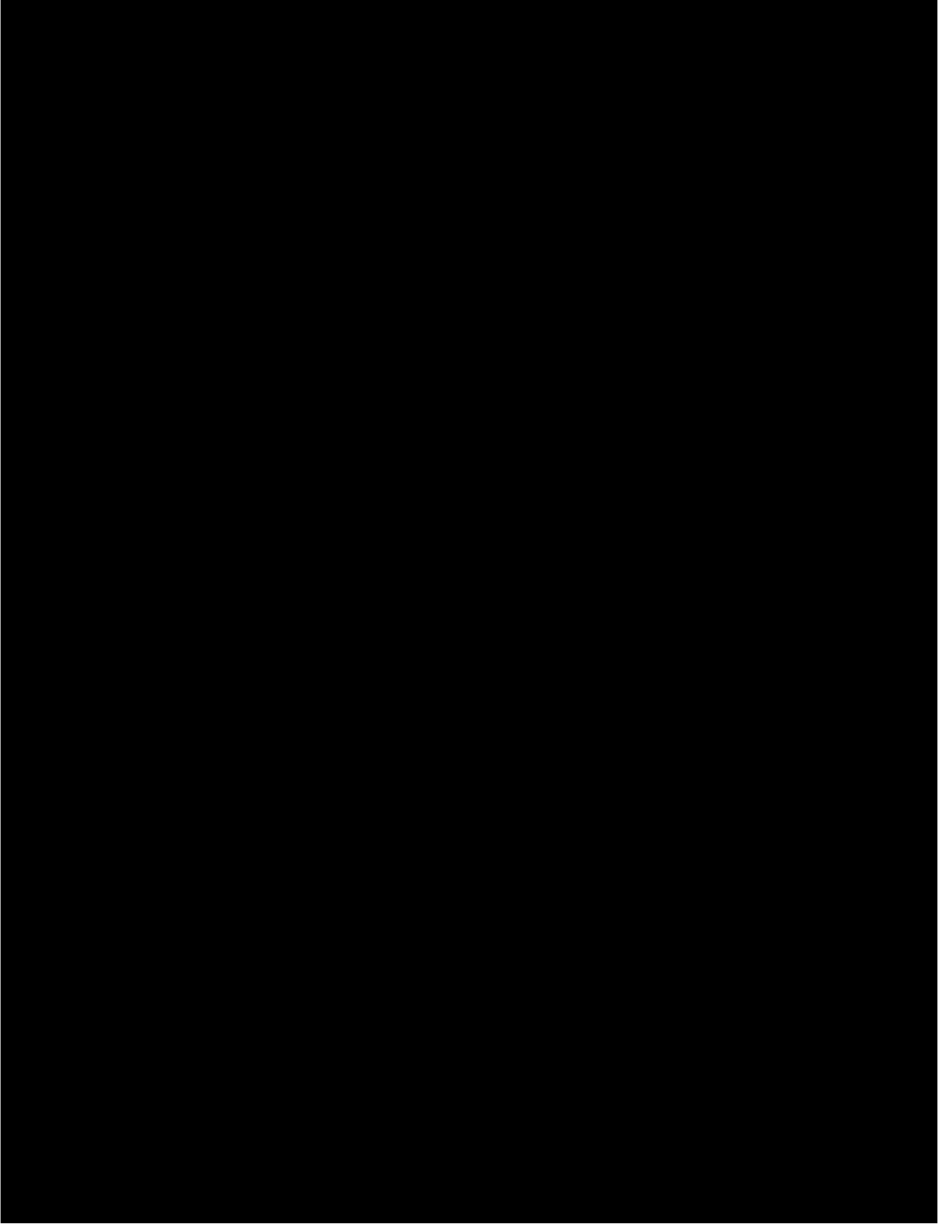




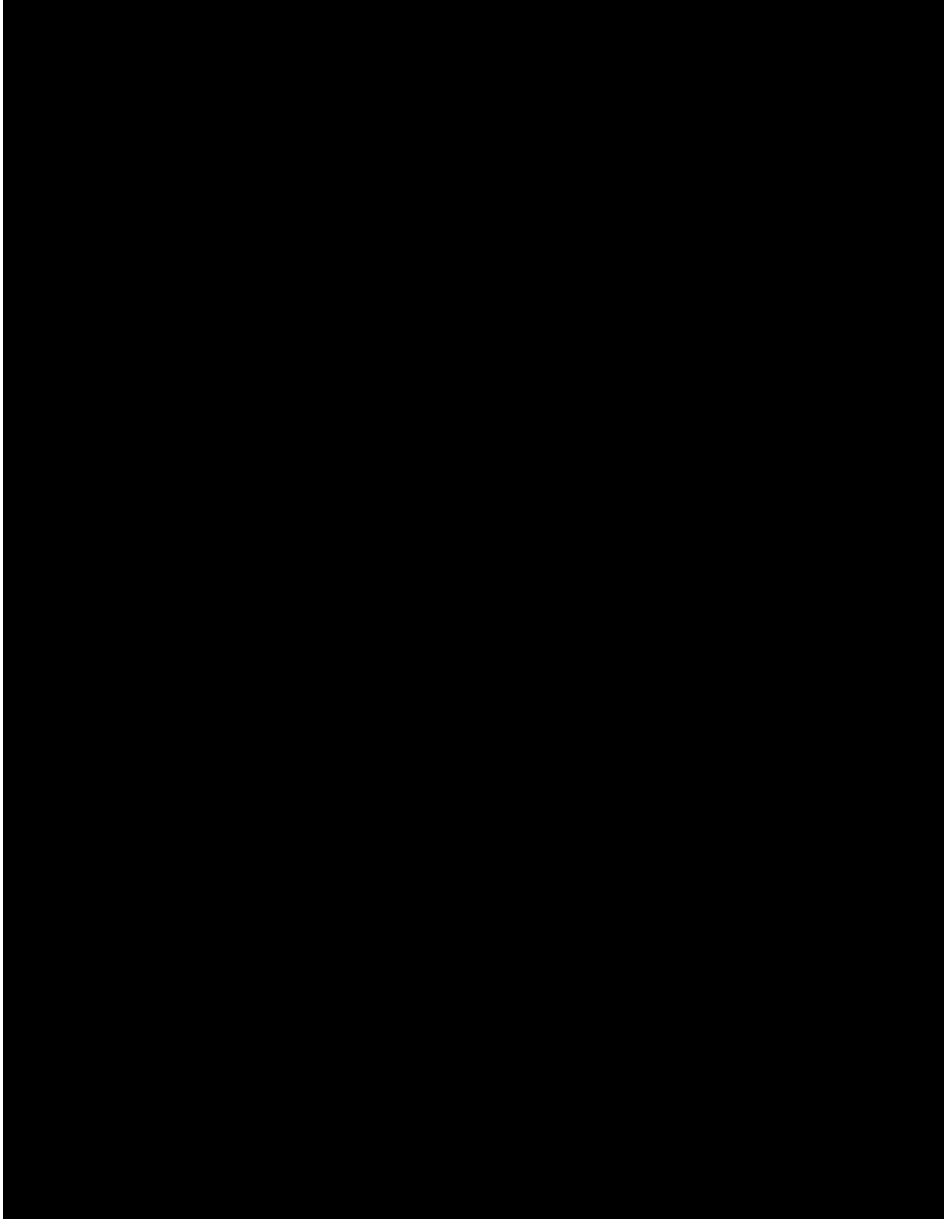












The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and transfers between accounts.

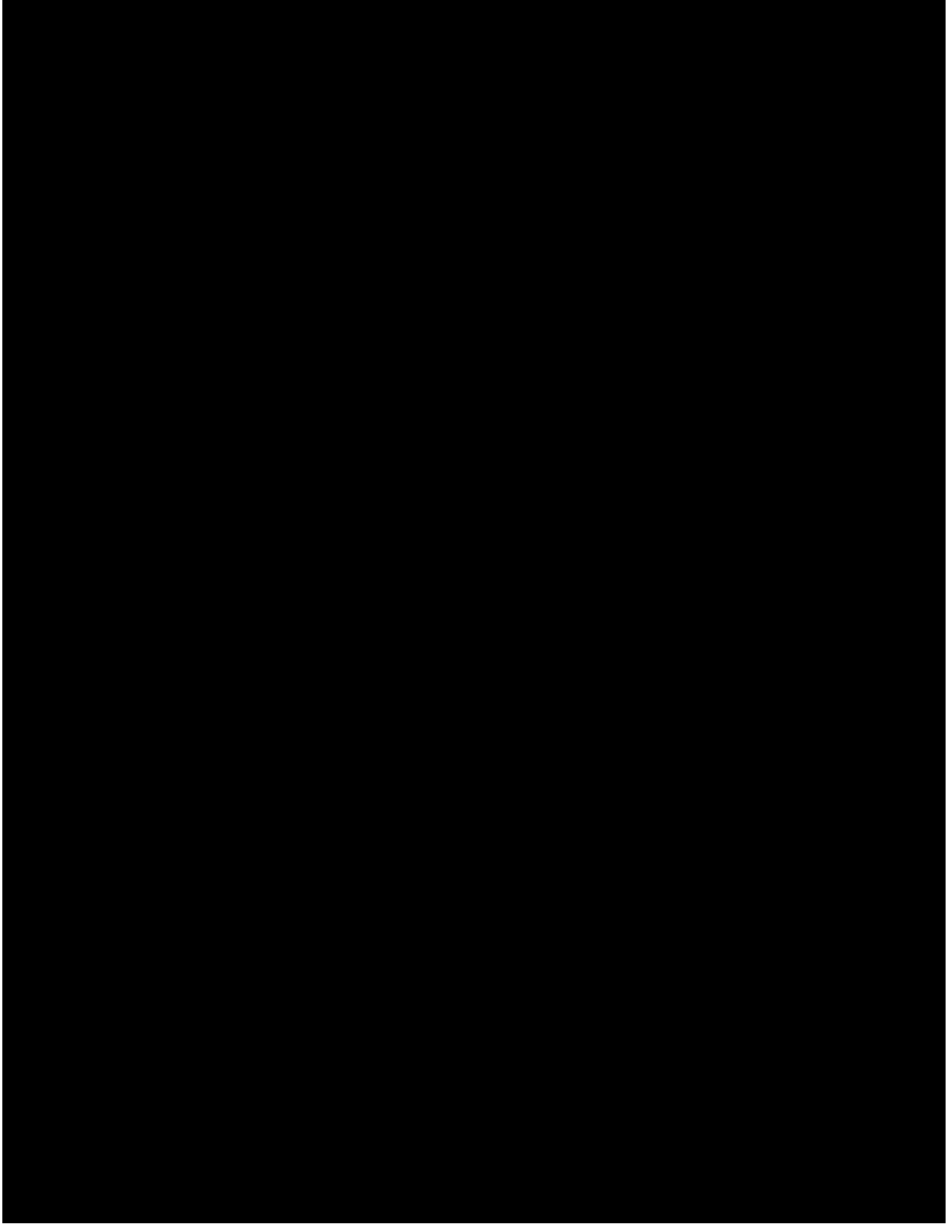
The second part of the document provides a detailed explanation of the double-entry accounting system. It states that for every debit entry, there must be a corresponding credit entry of equal amount. This system helps in identifying errors and ensures that the accounting equation remains balanced at all times.

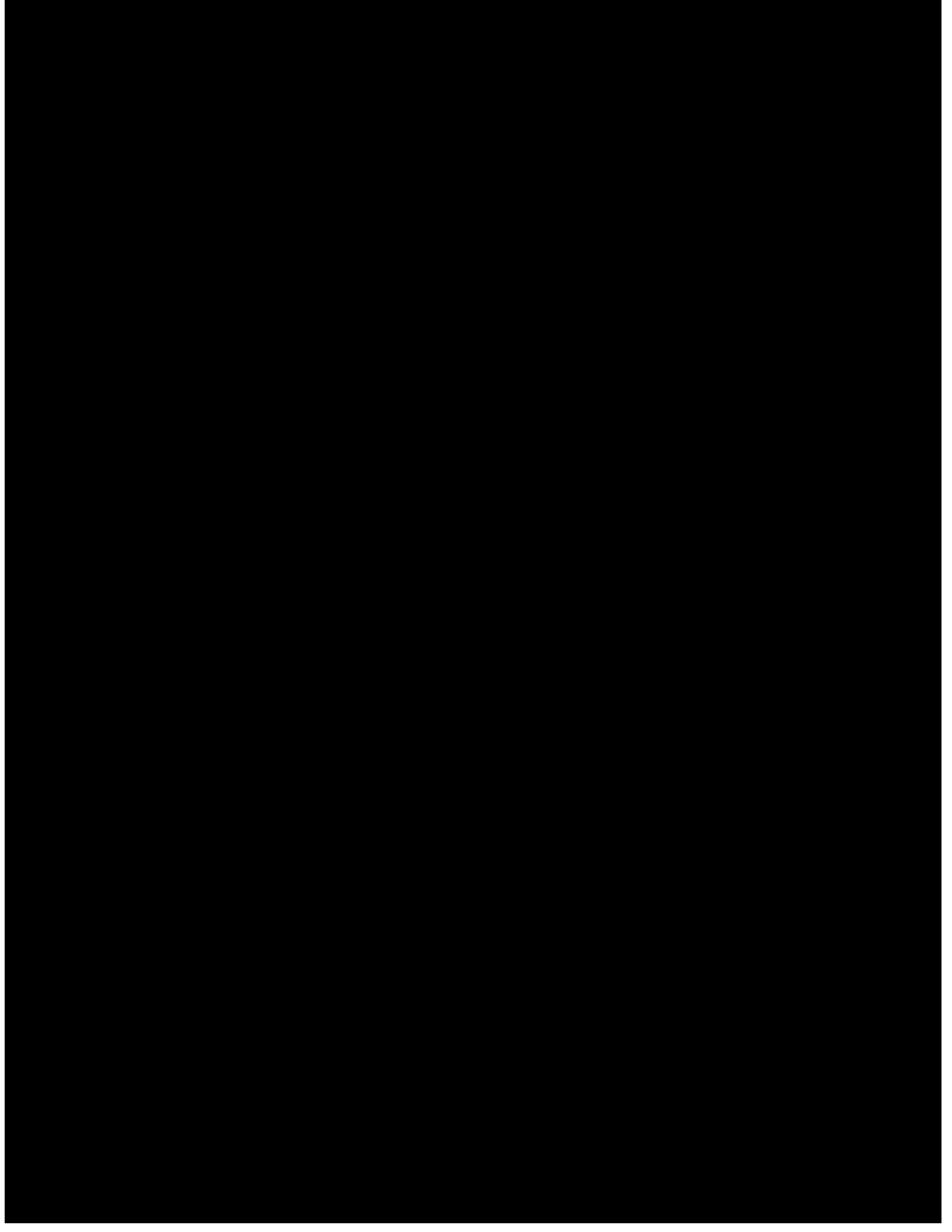
The third part of the document outlines the steps for preparing a trial balance. It involves listing all the accounts and their respective debit and credit balances. The total debits should equal the total credits, indicating that the books are in balance. If there is a discrepancy, it suggests an error in the recording process.

The fourth part of the document discusses the process of adjusting entries. These entries are necessary to ensure that the financial statements reflect the true financial position of the company at the end of the period. Common adjustments include depreciation, amortization, and accruals.

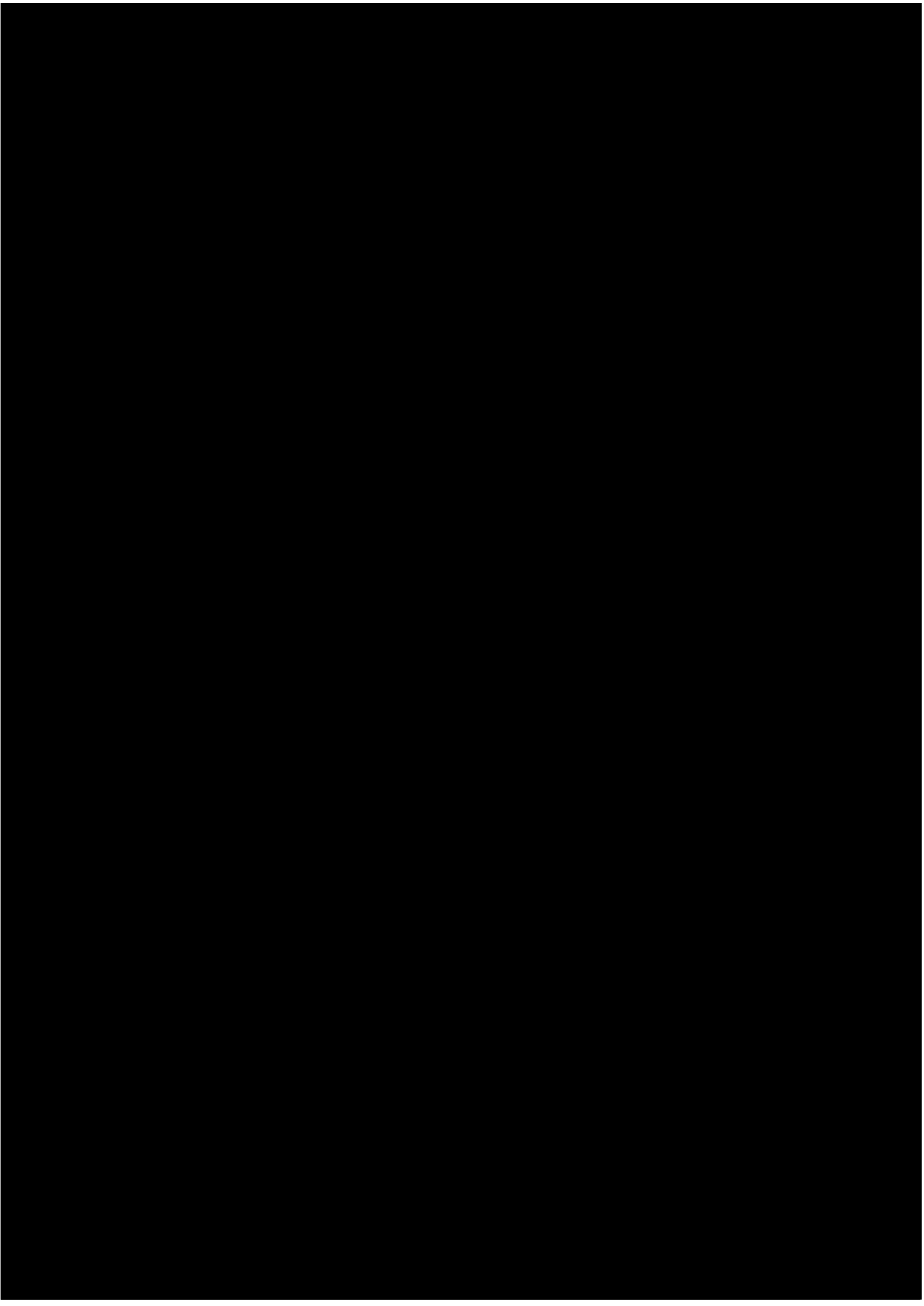
The fifth part of the document provides a summary of the financial statements. It includes the Income Statement, Balance Sheet, and Statement of Cash Flows. Each statement provides a different perspective on the company's financial performance and position.

The final part of the document concludes with a note on the importance of regular audits. Audits help in verifying the accuracy of the financial records and ensuring compliance with accounting standards and regulations.

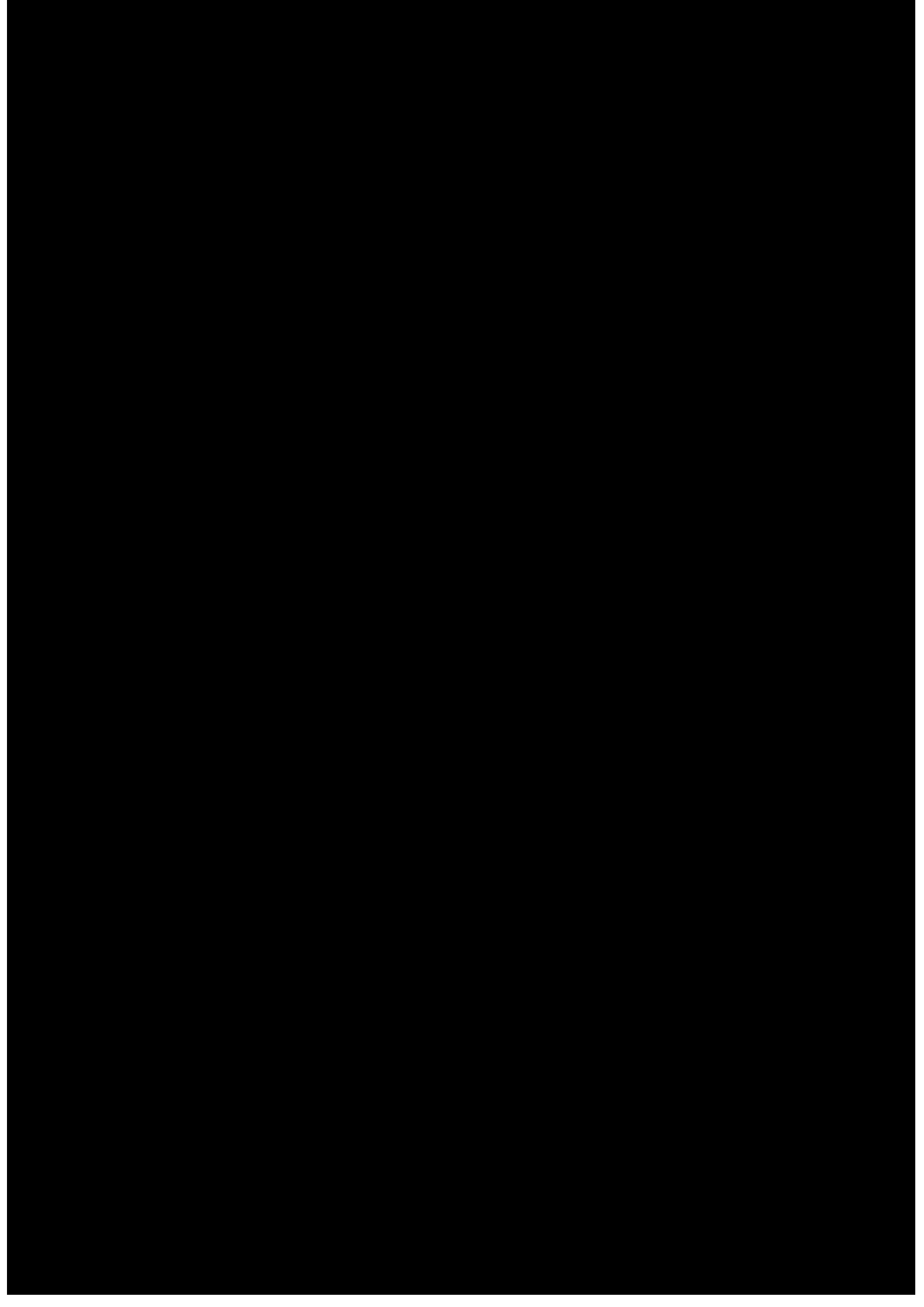




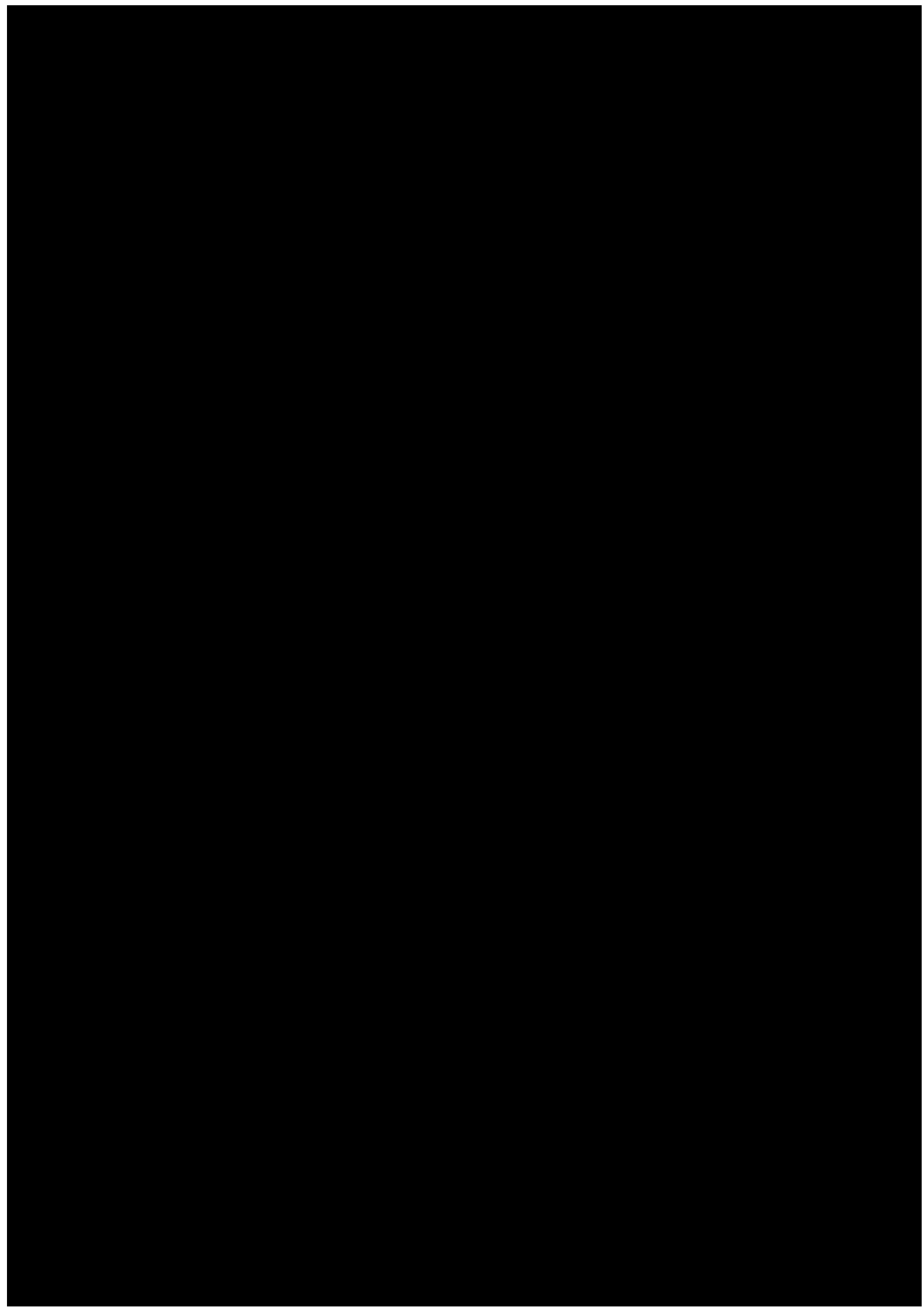


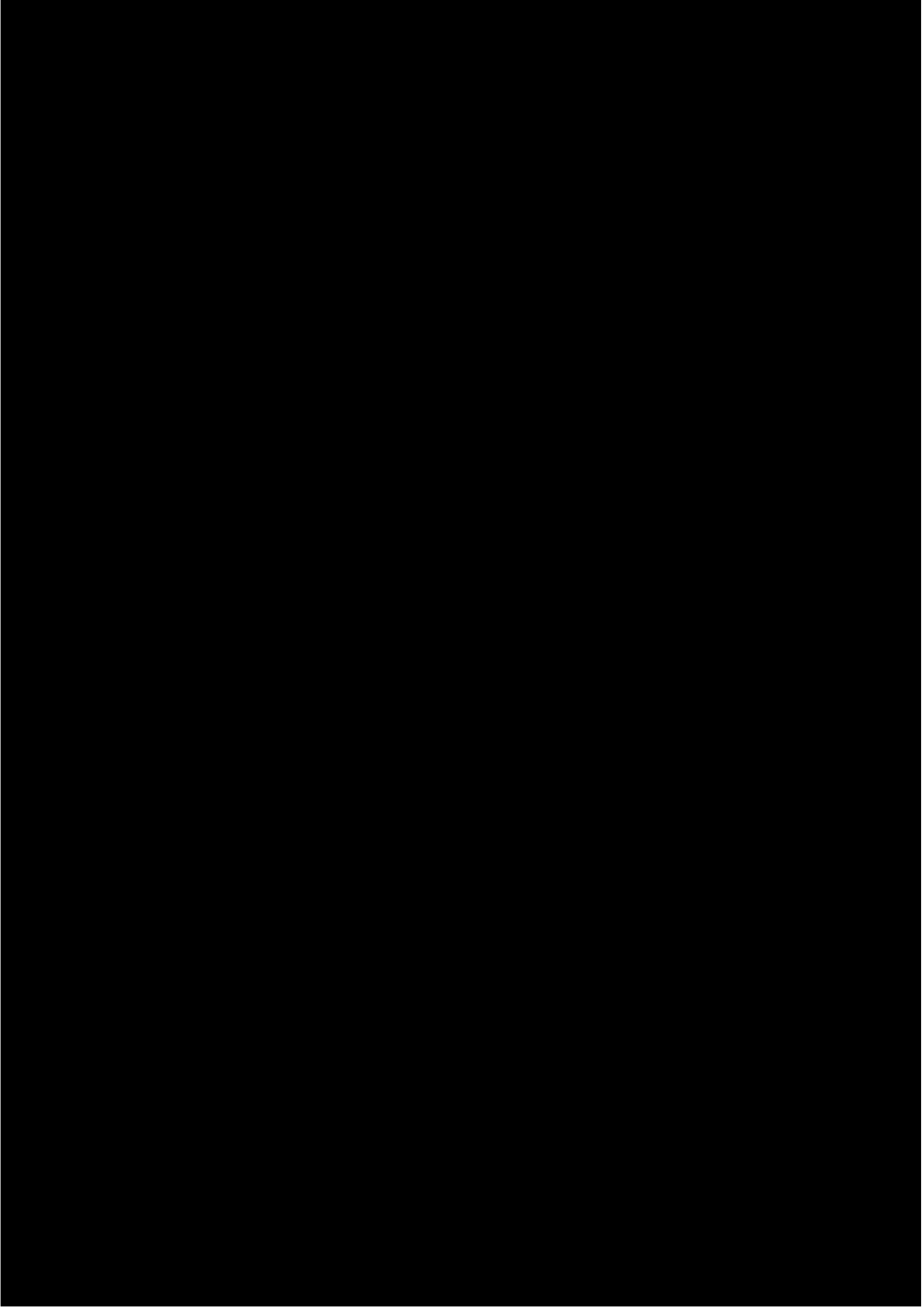


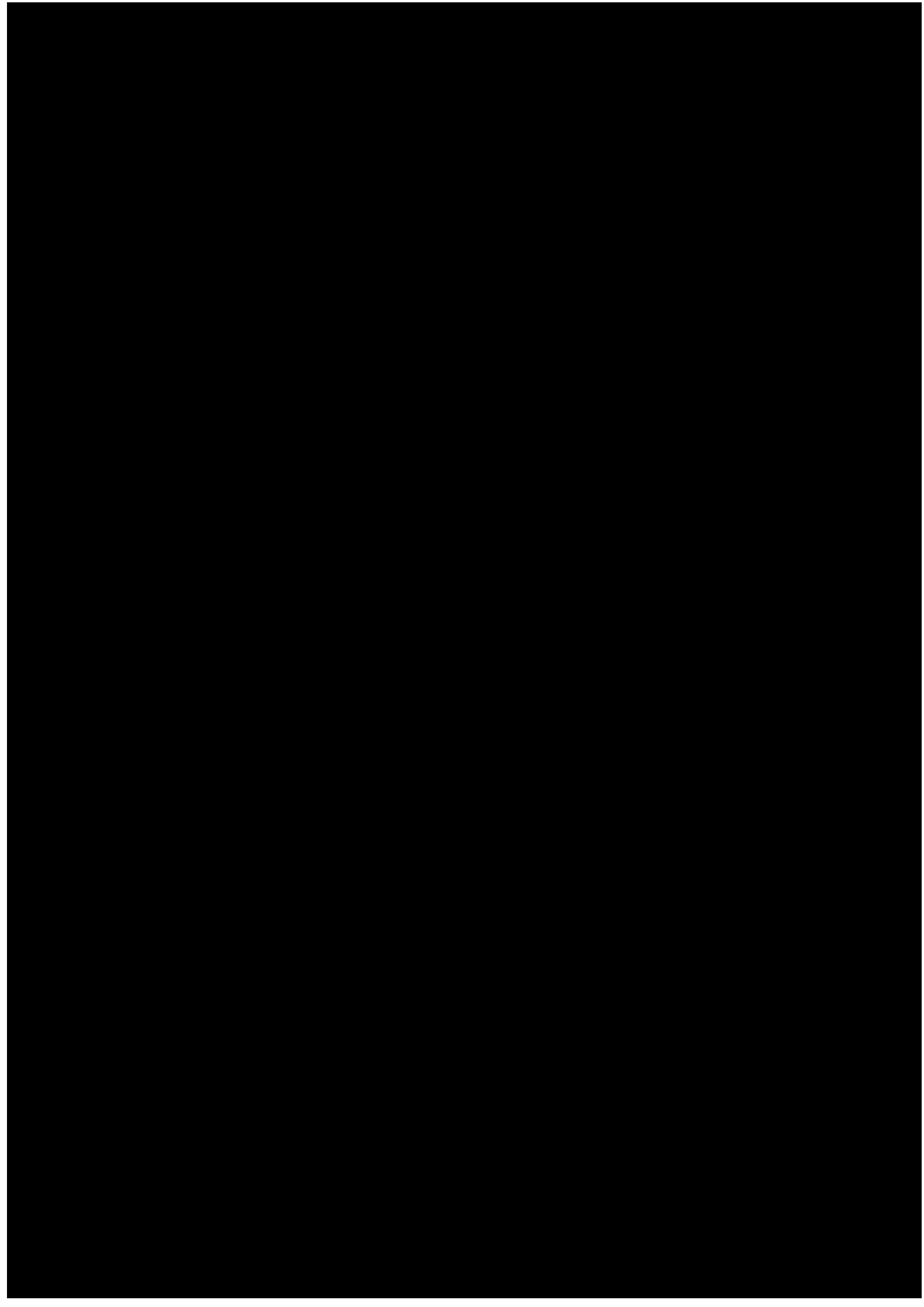


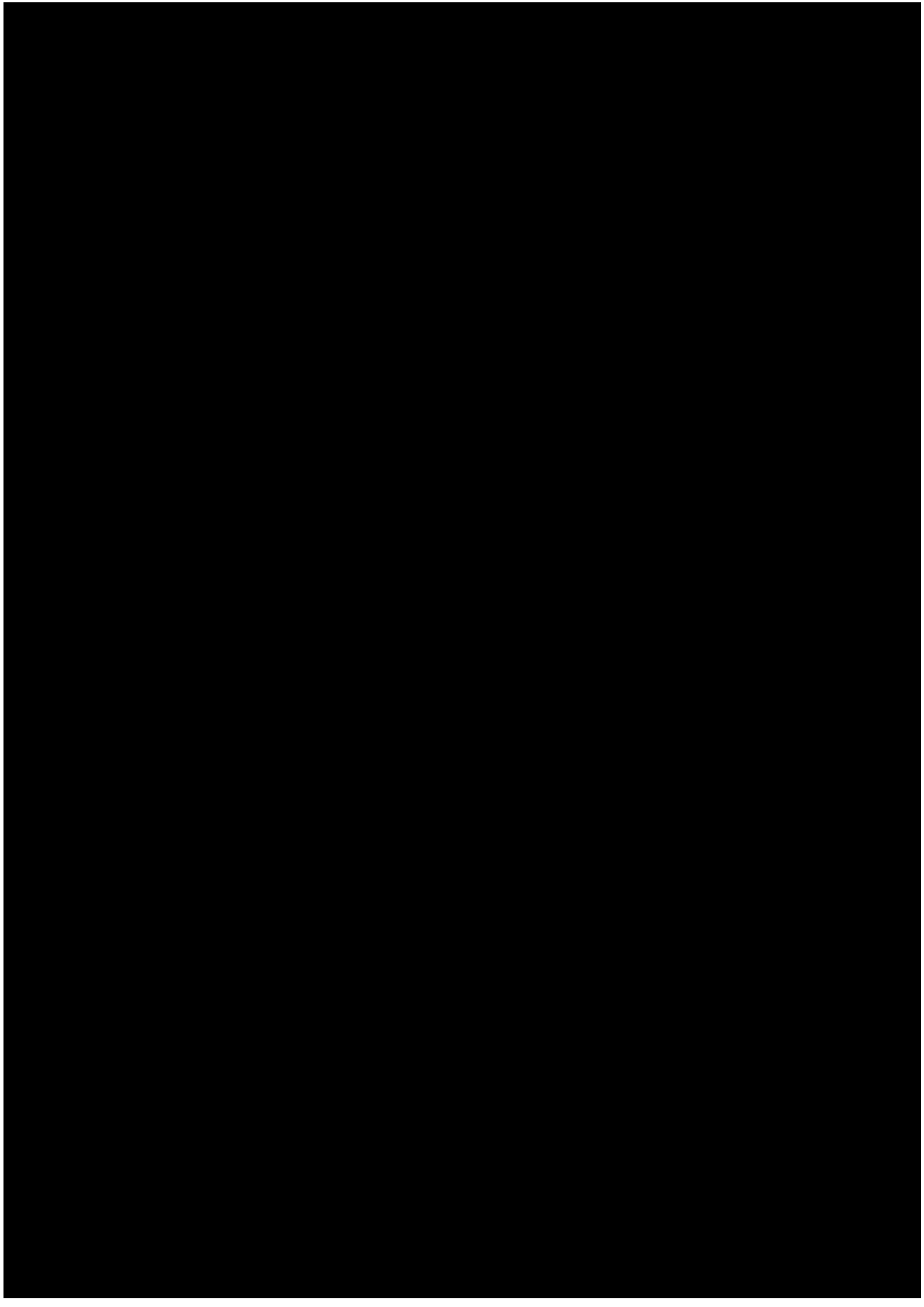


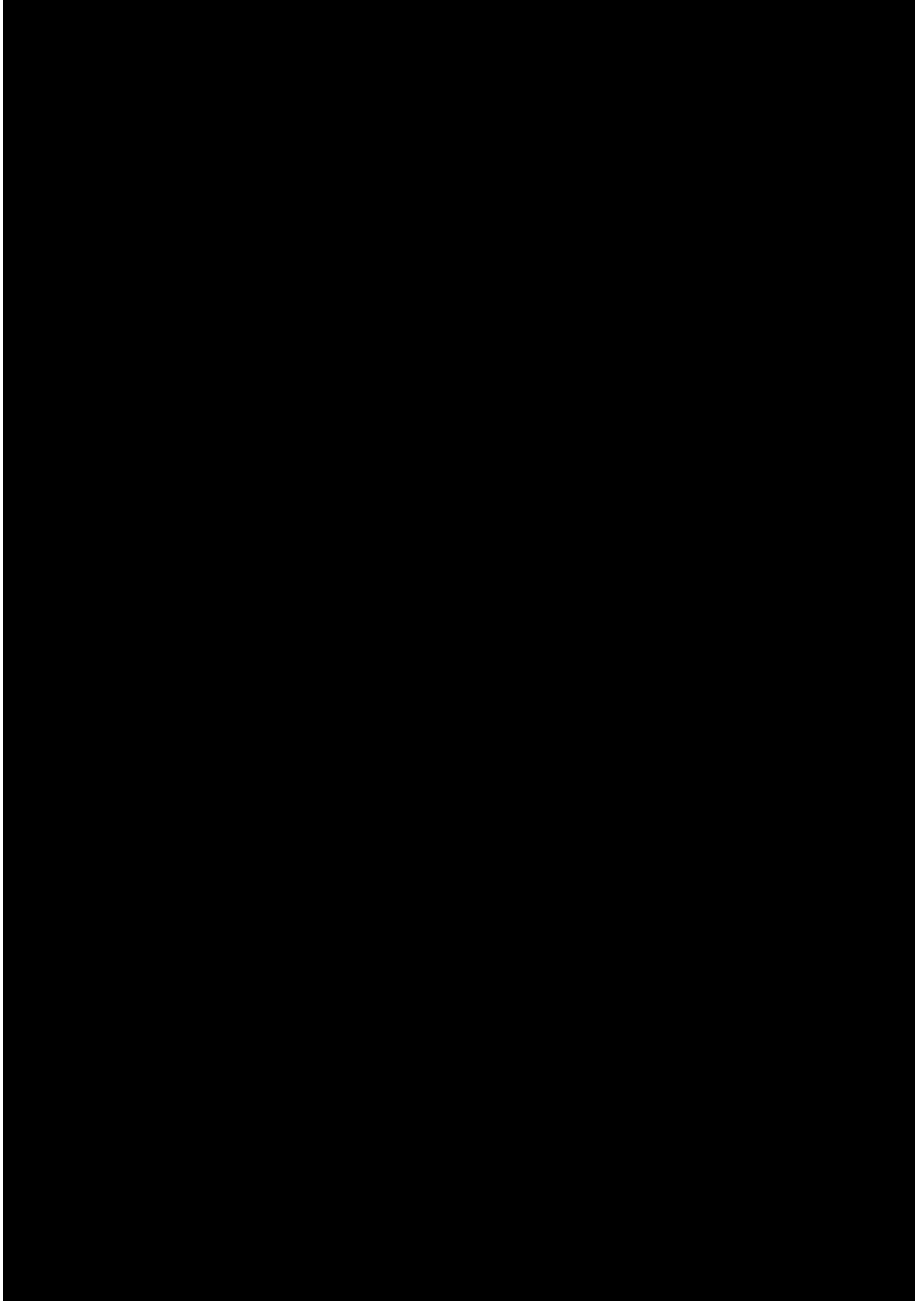


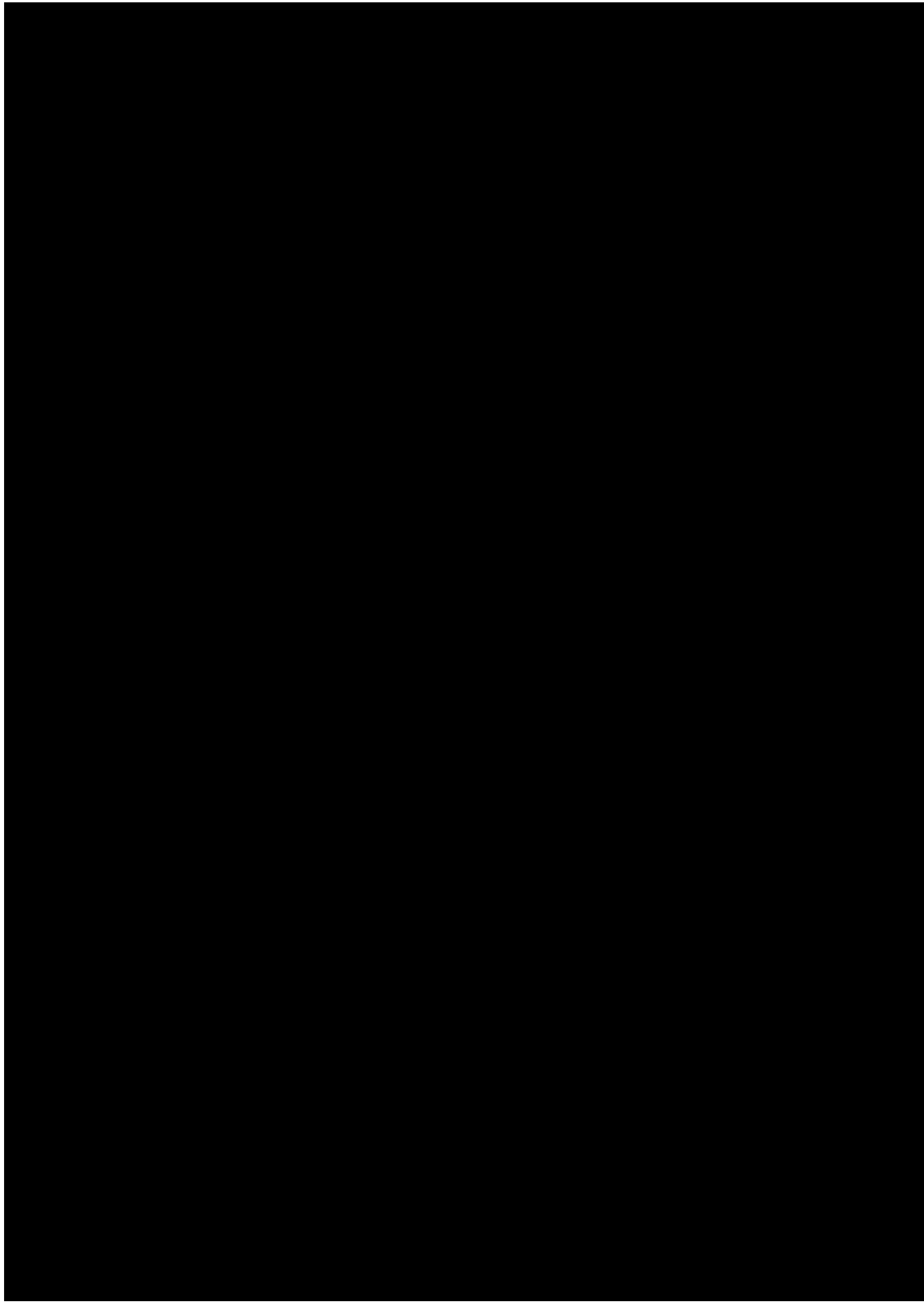


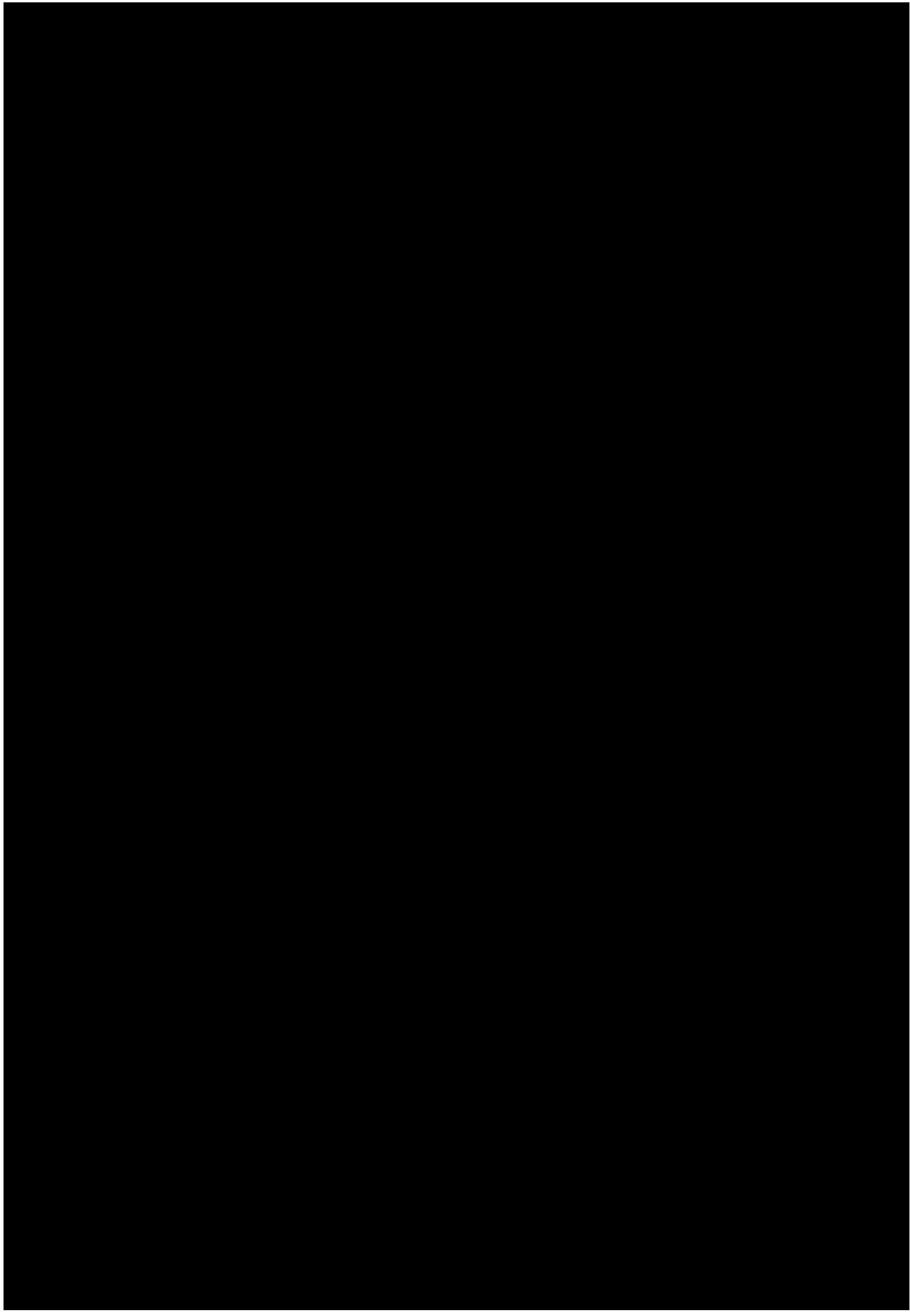


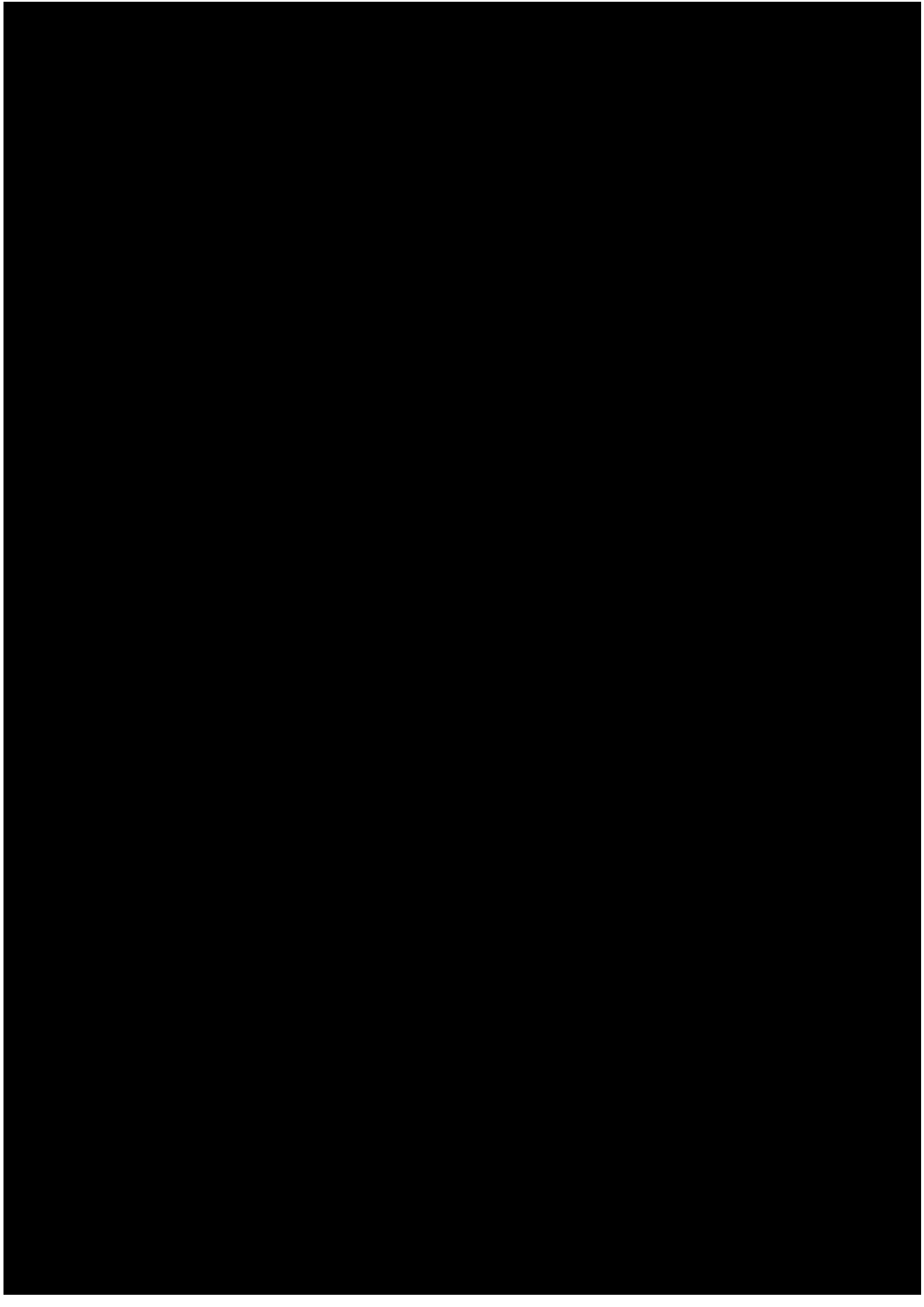




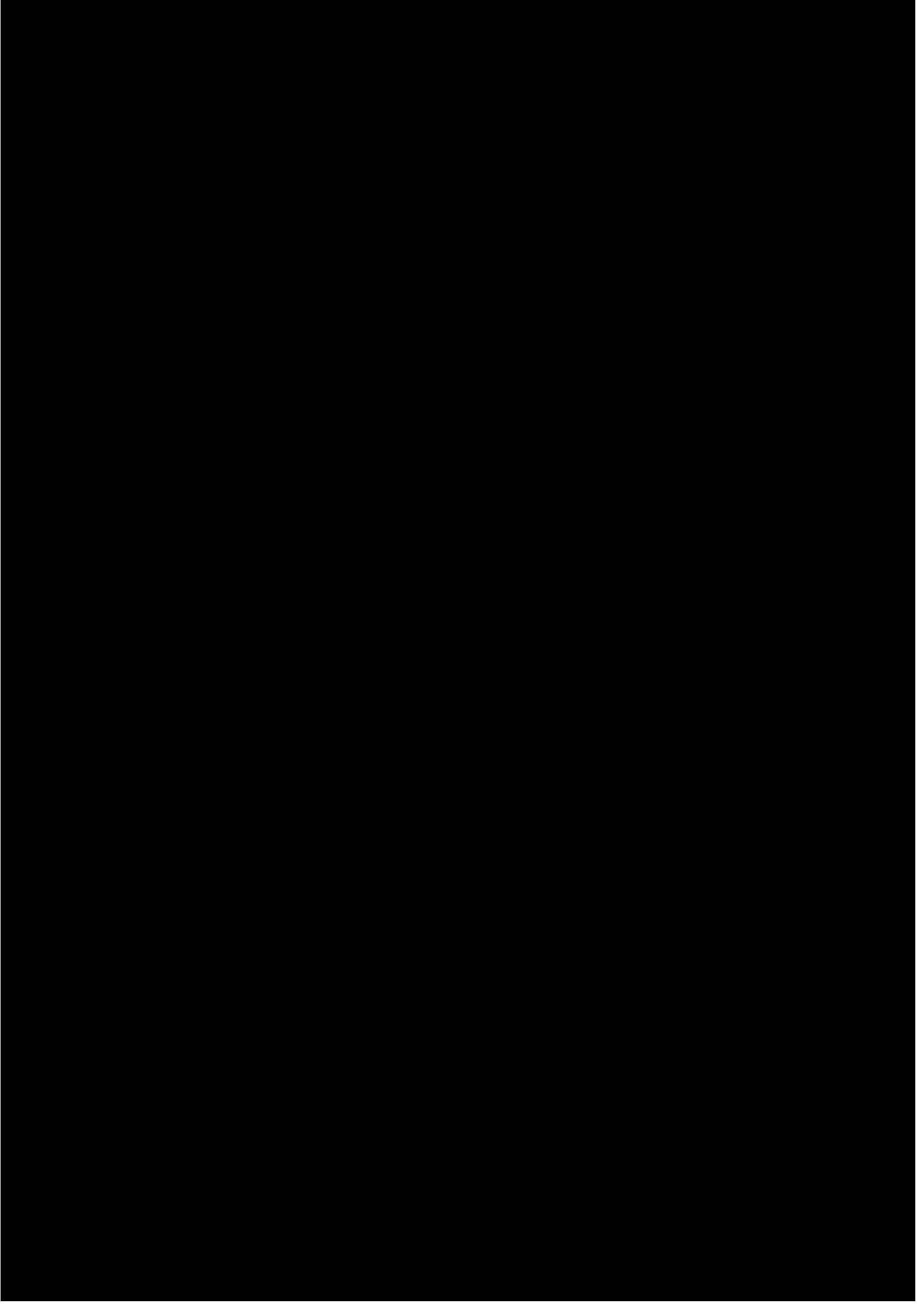


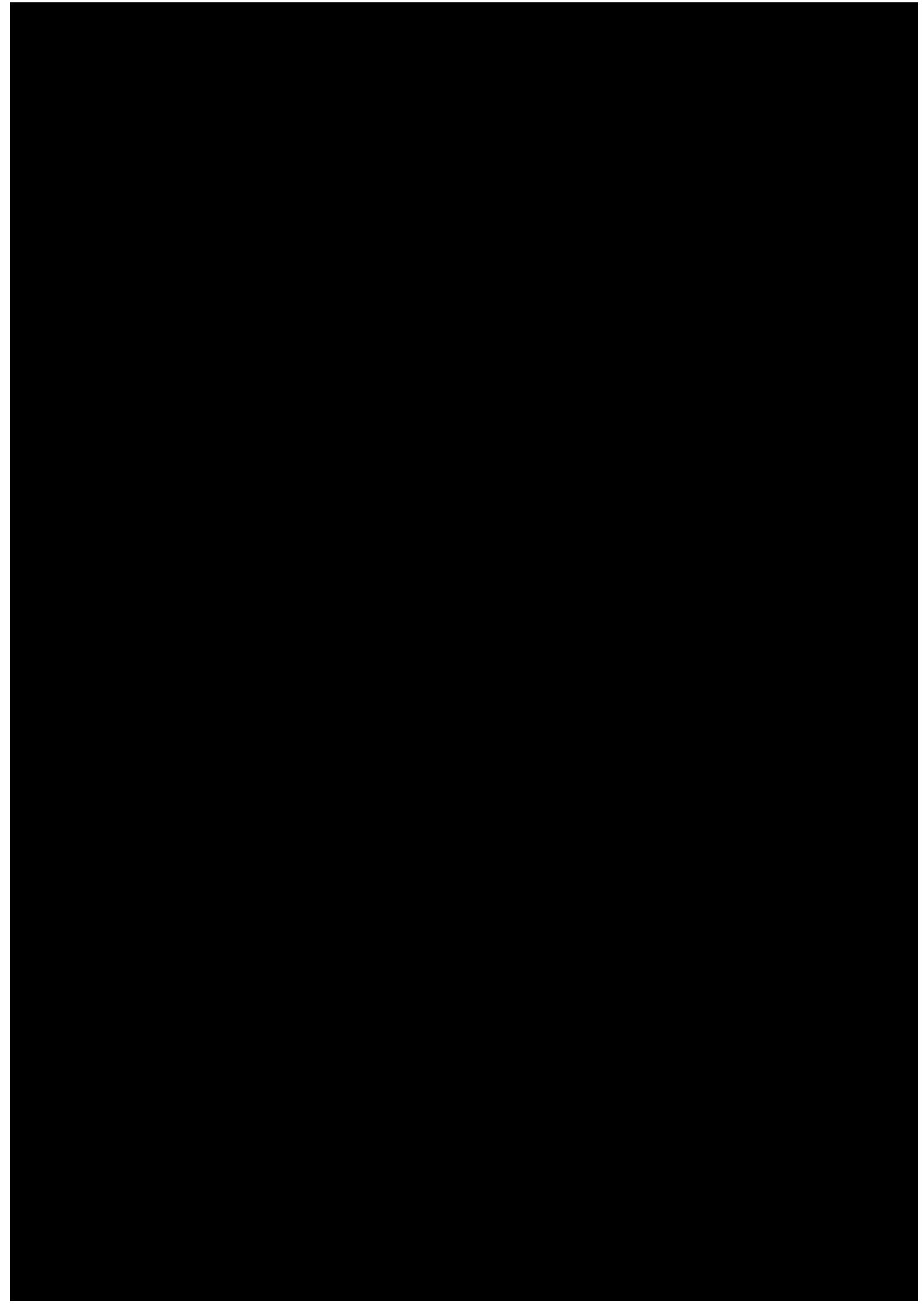


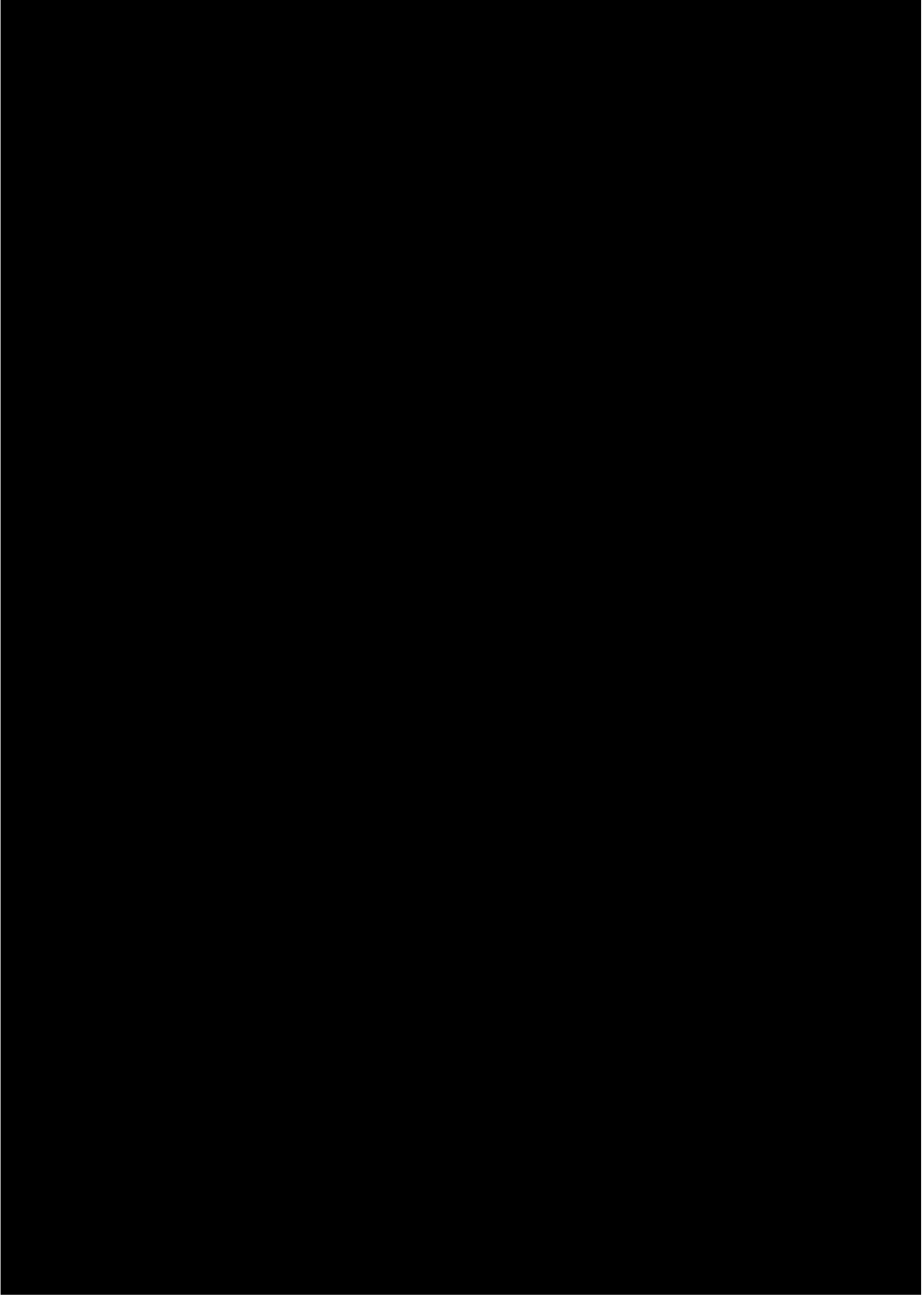




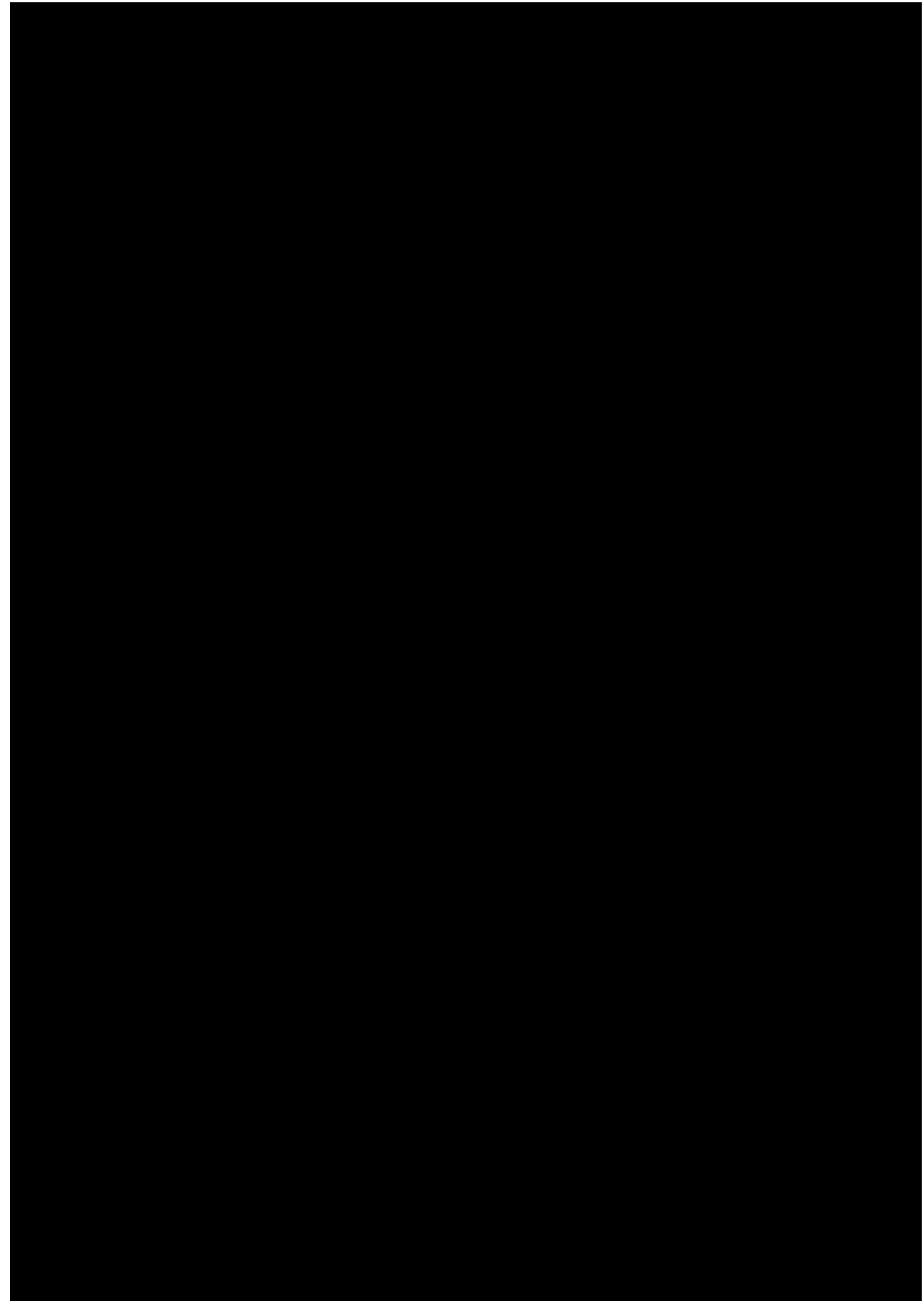


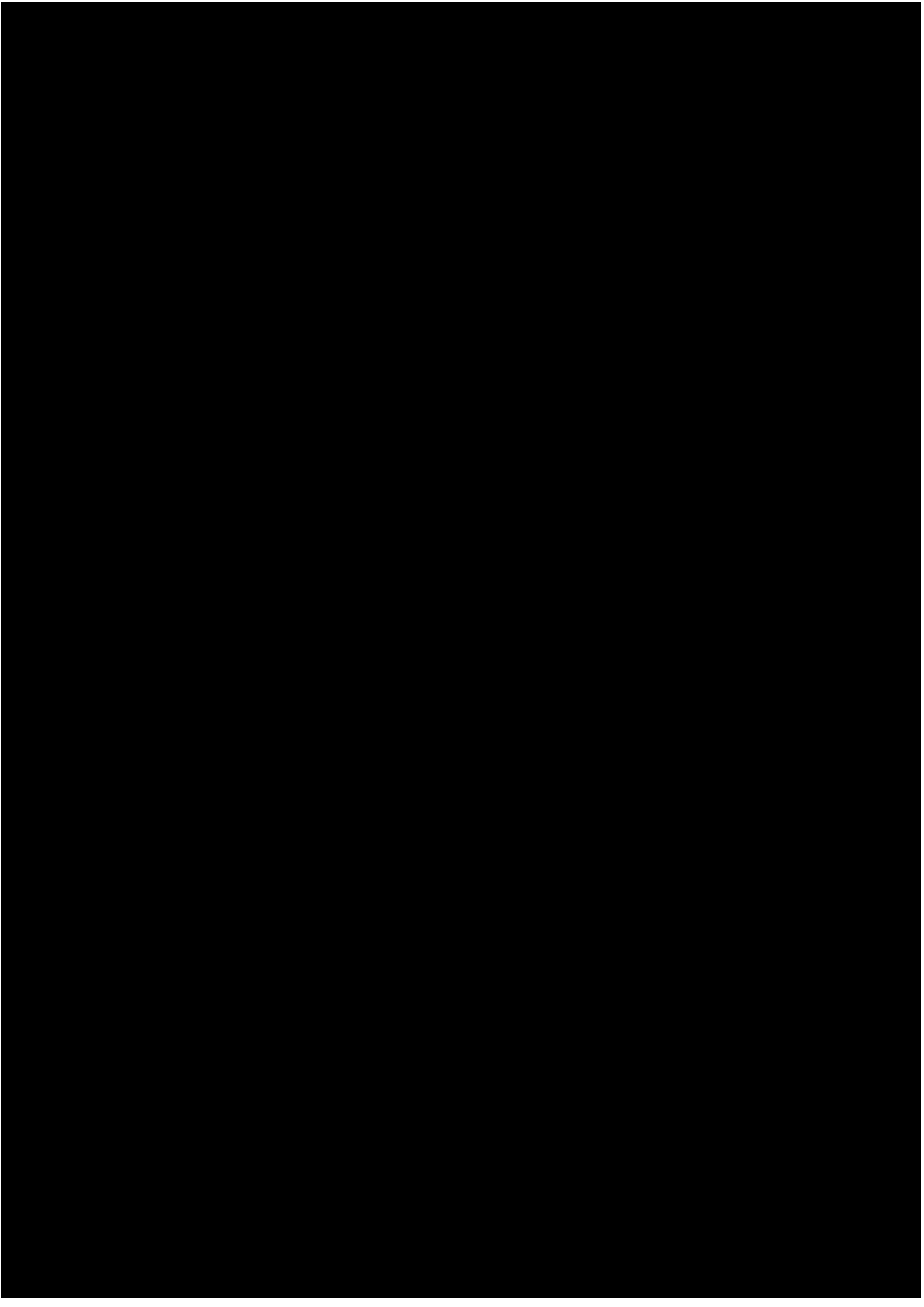


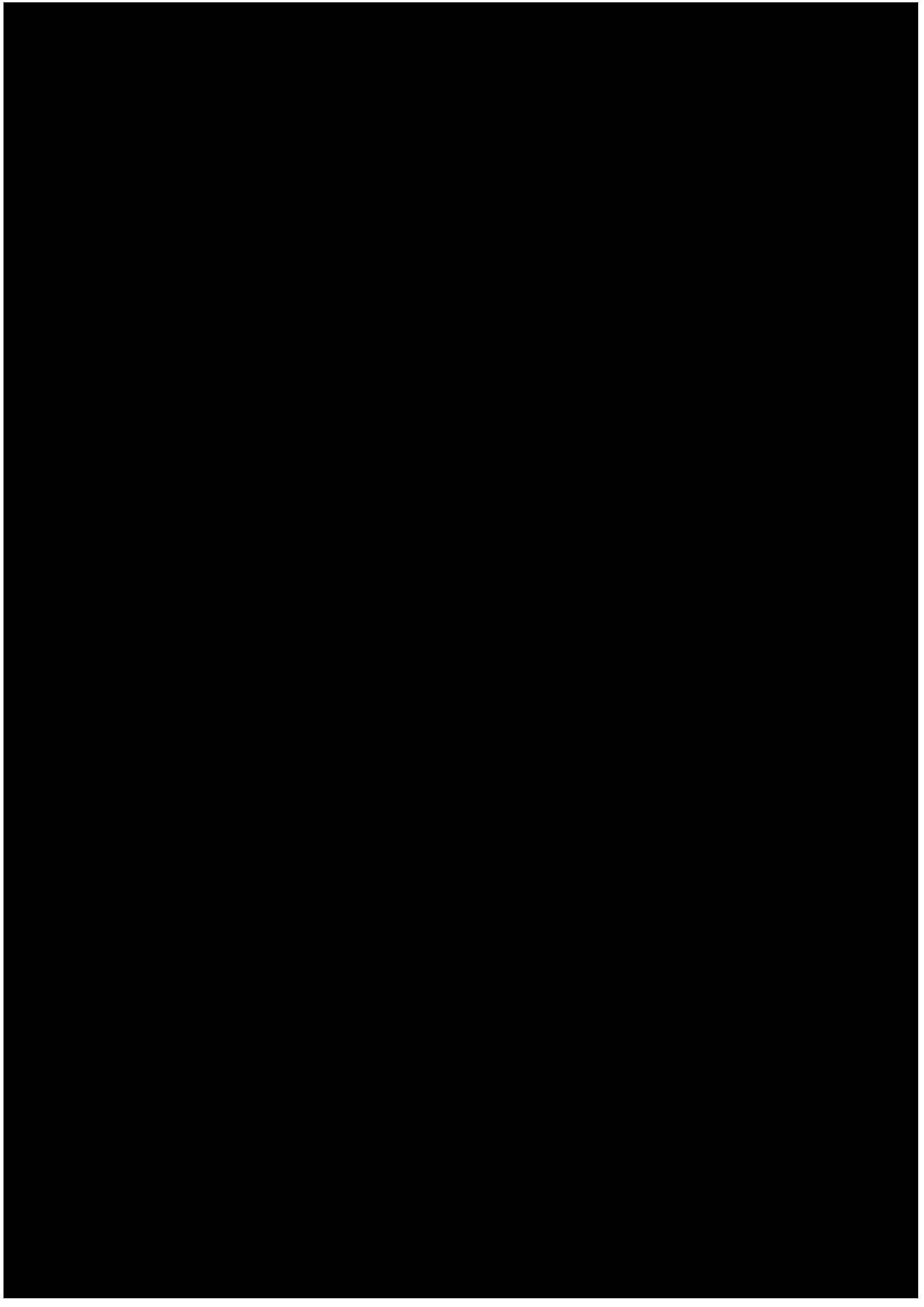


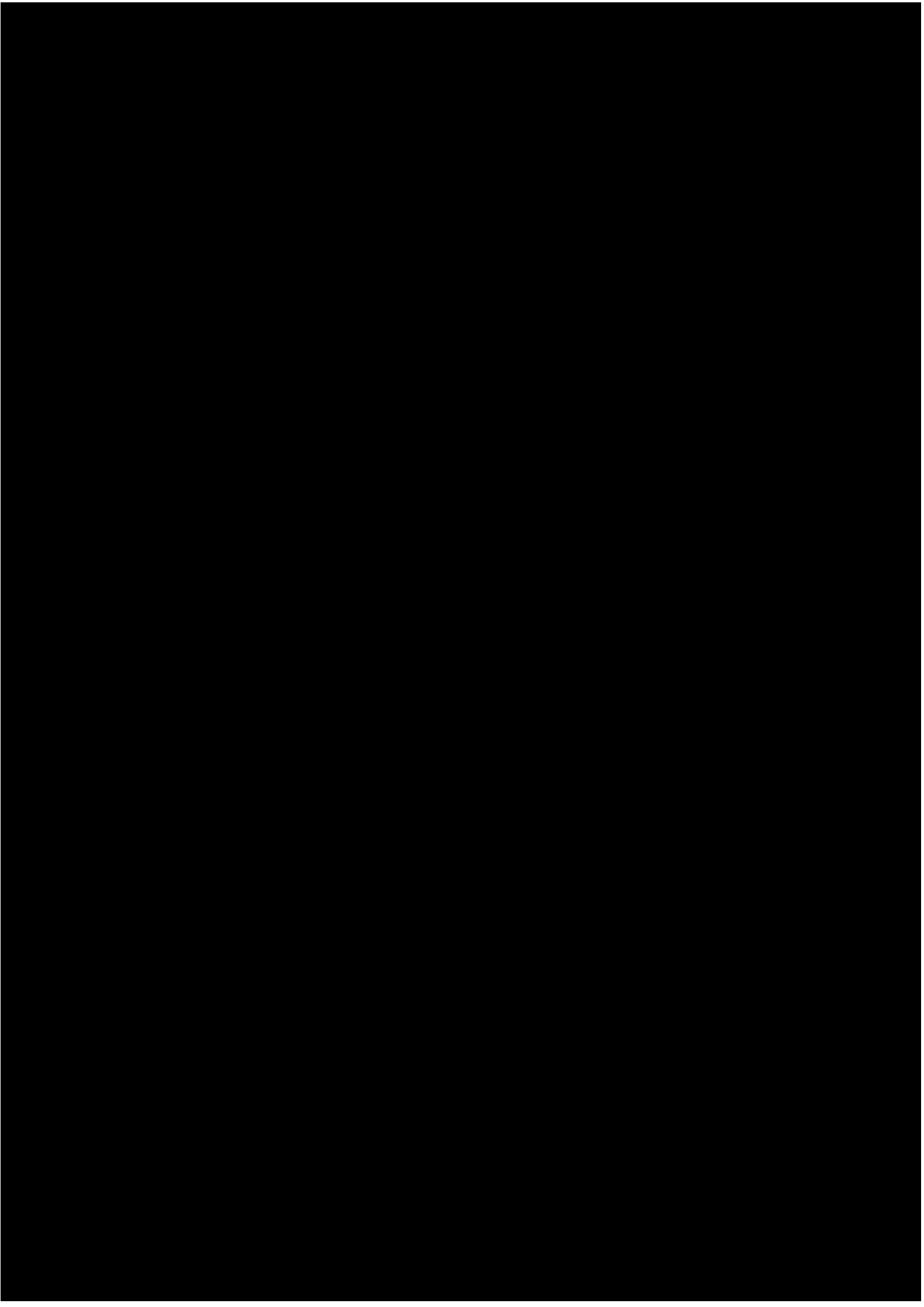




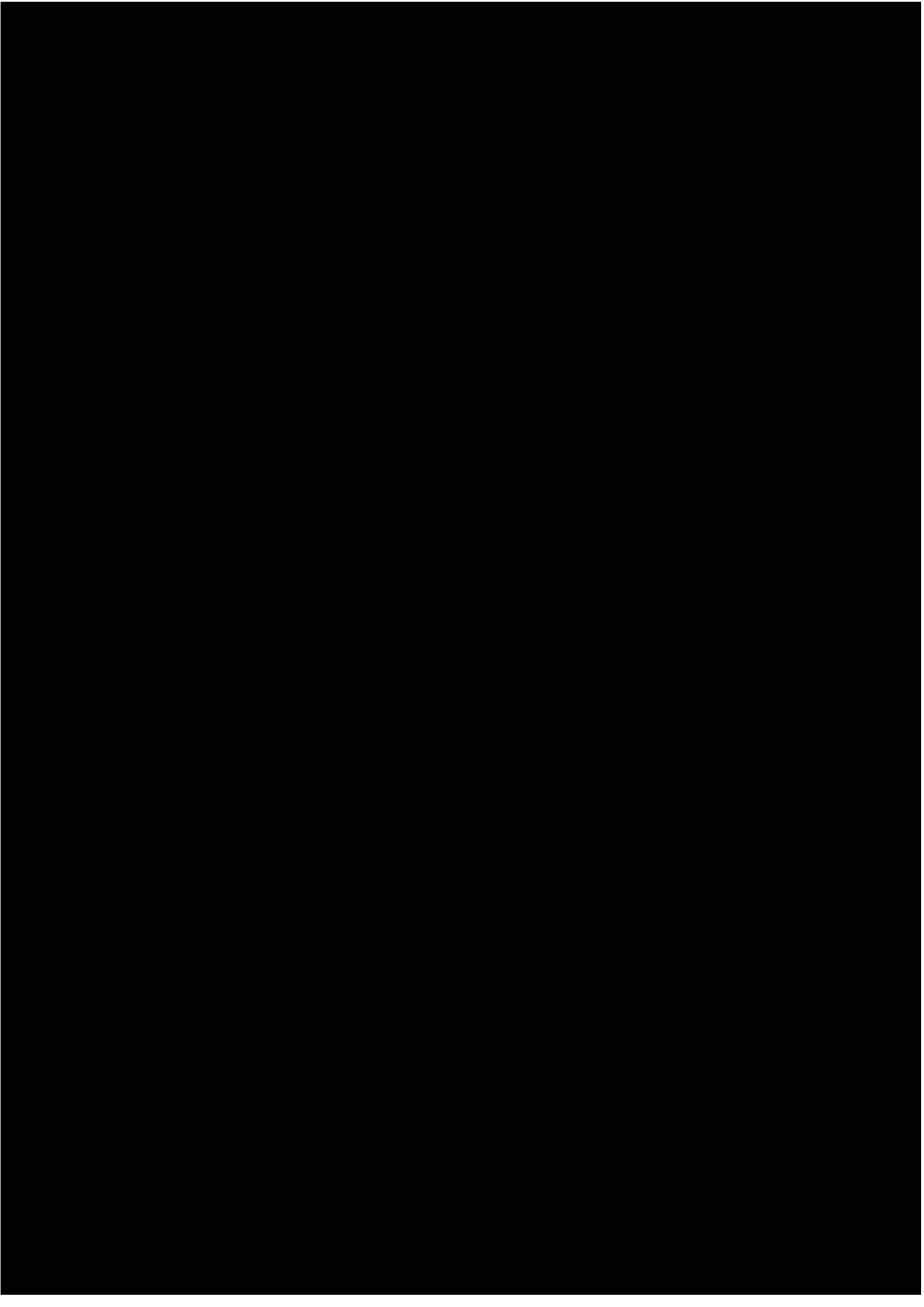


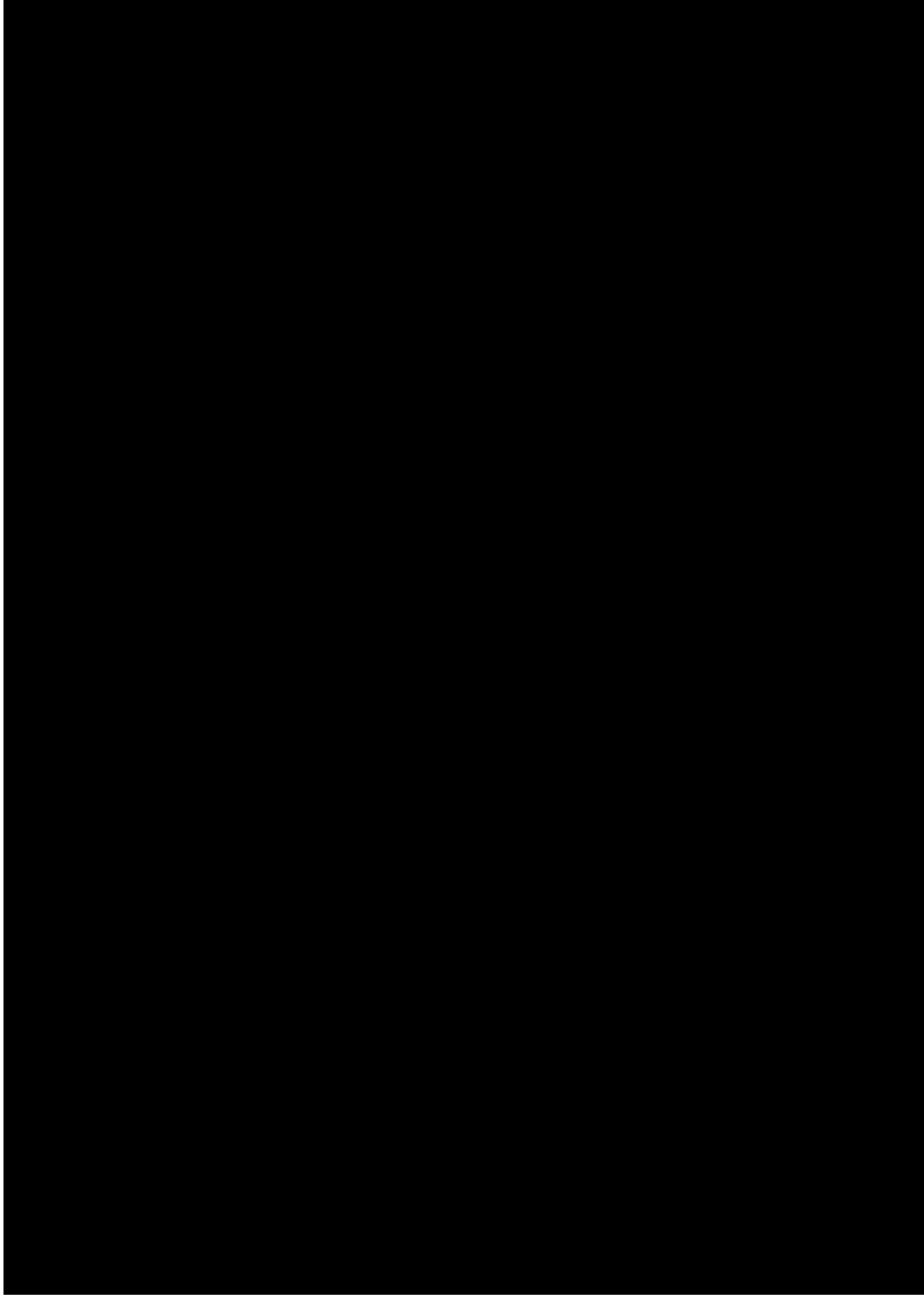


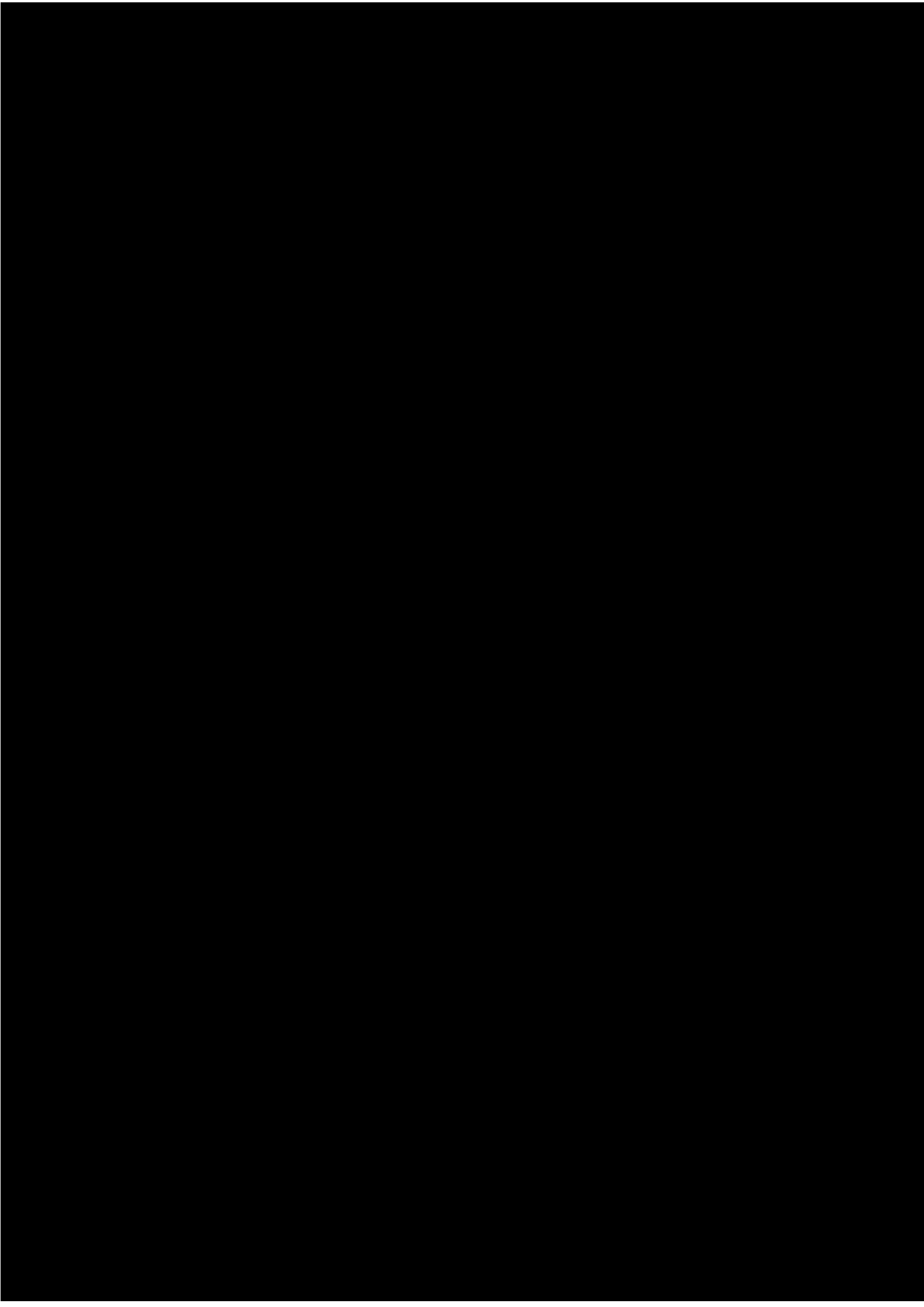


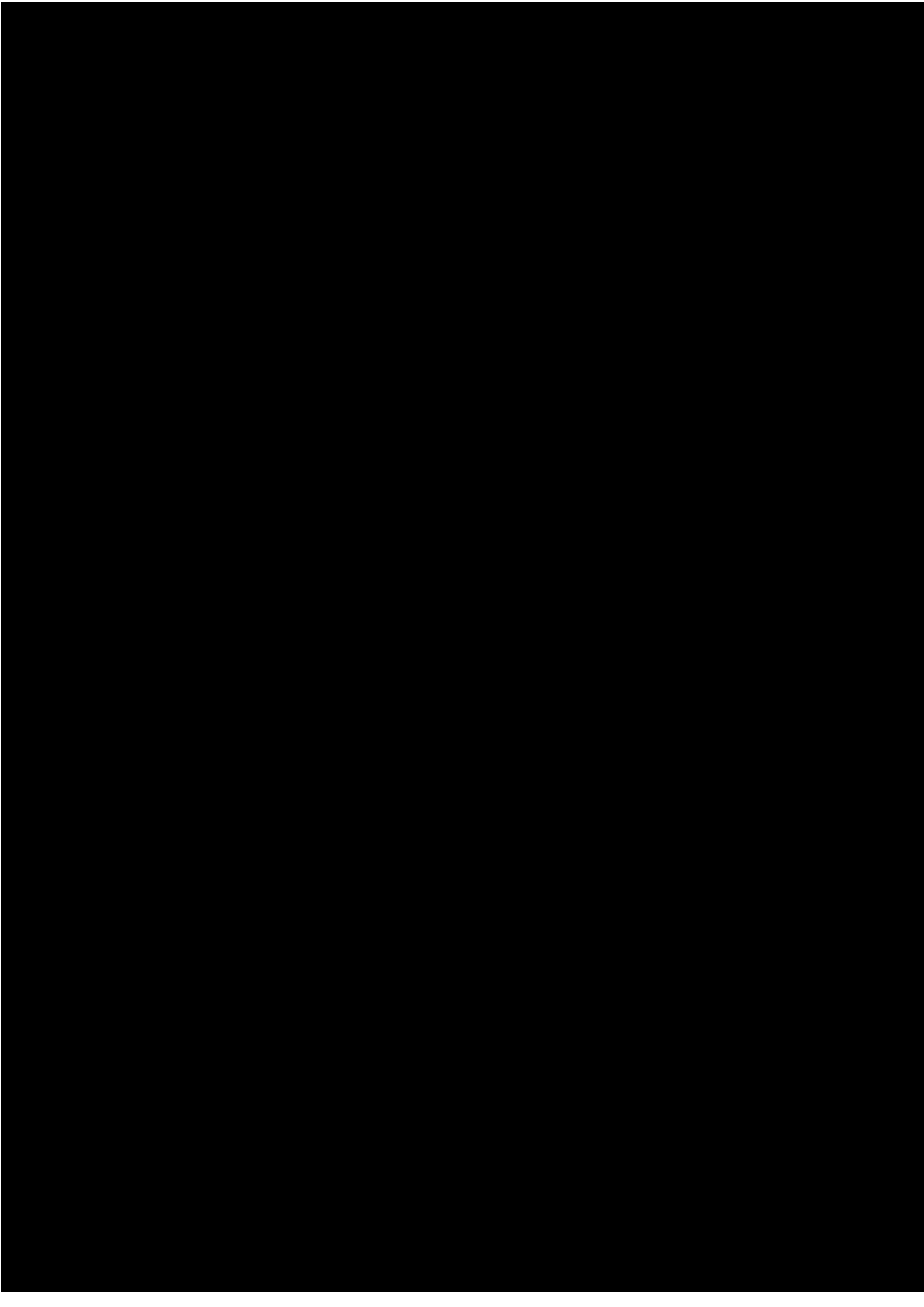


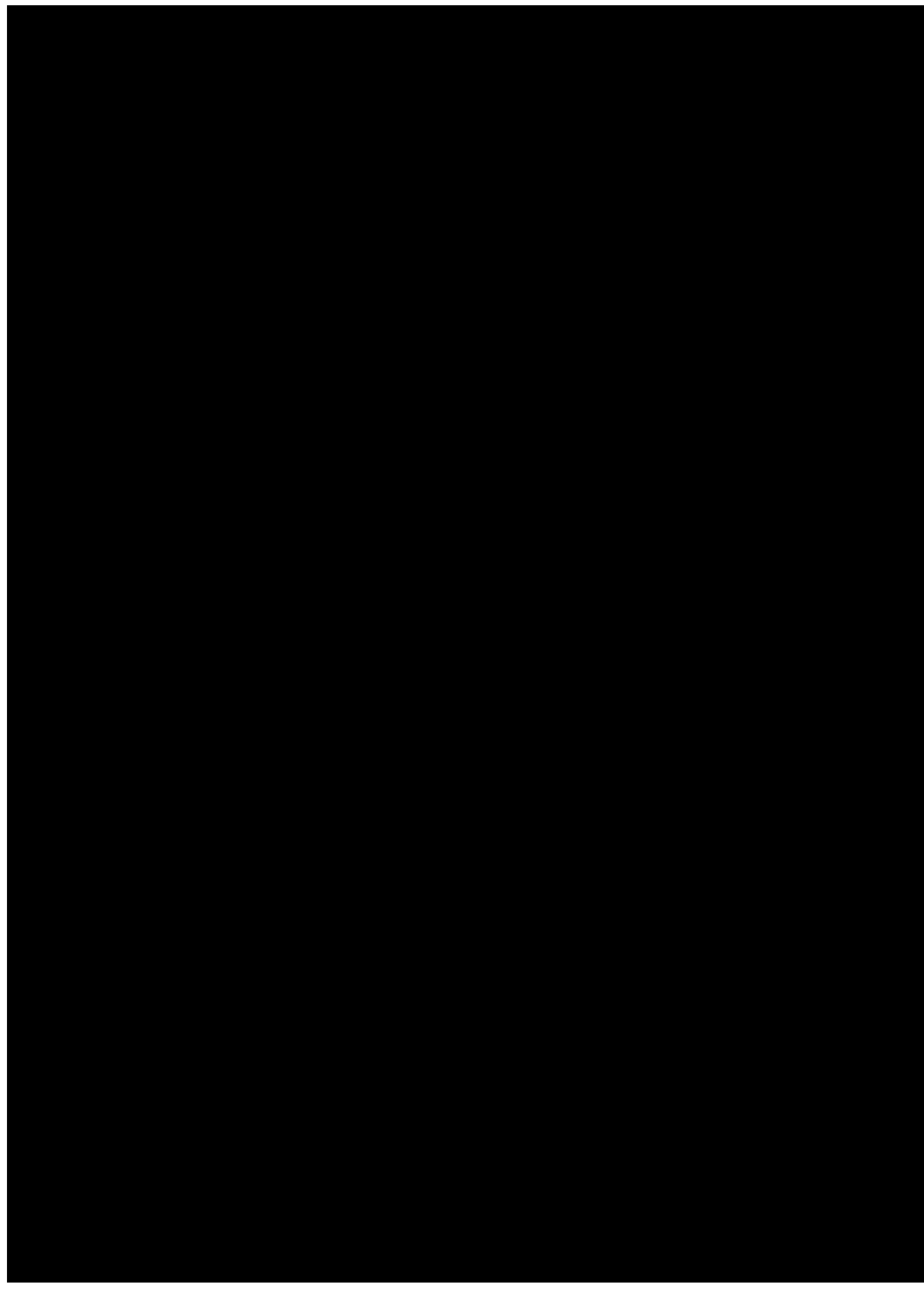


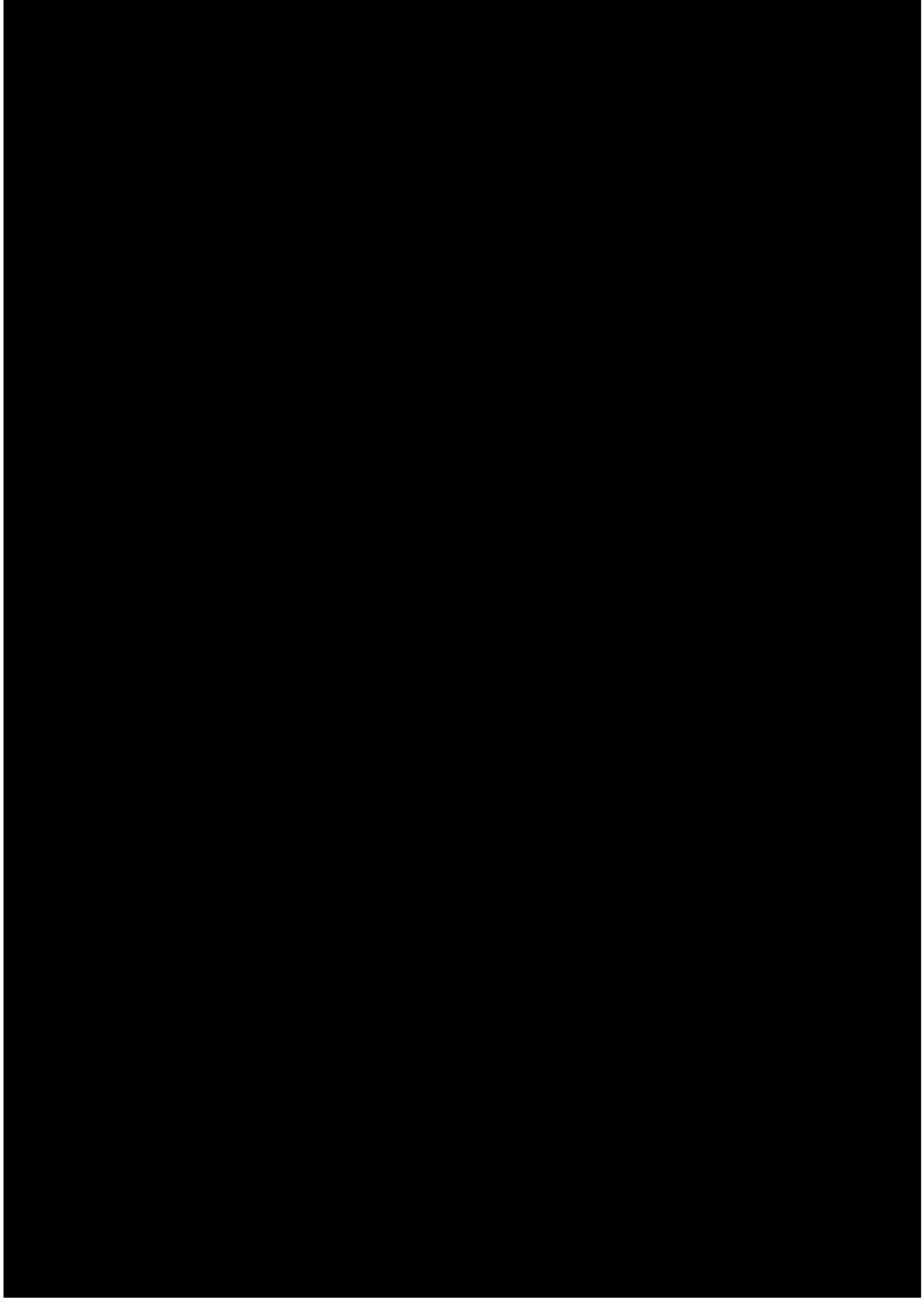


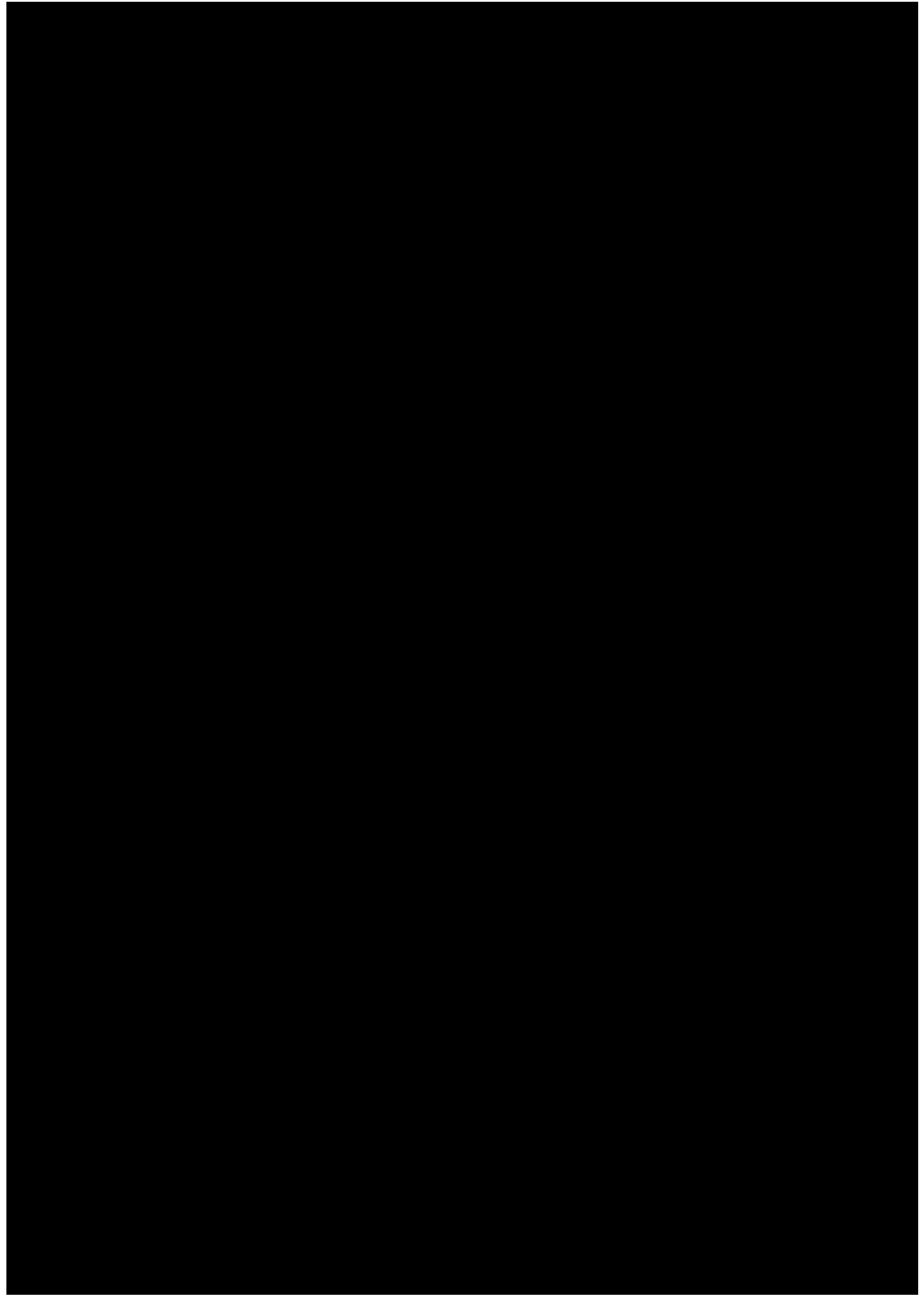


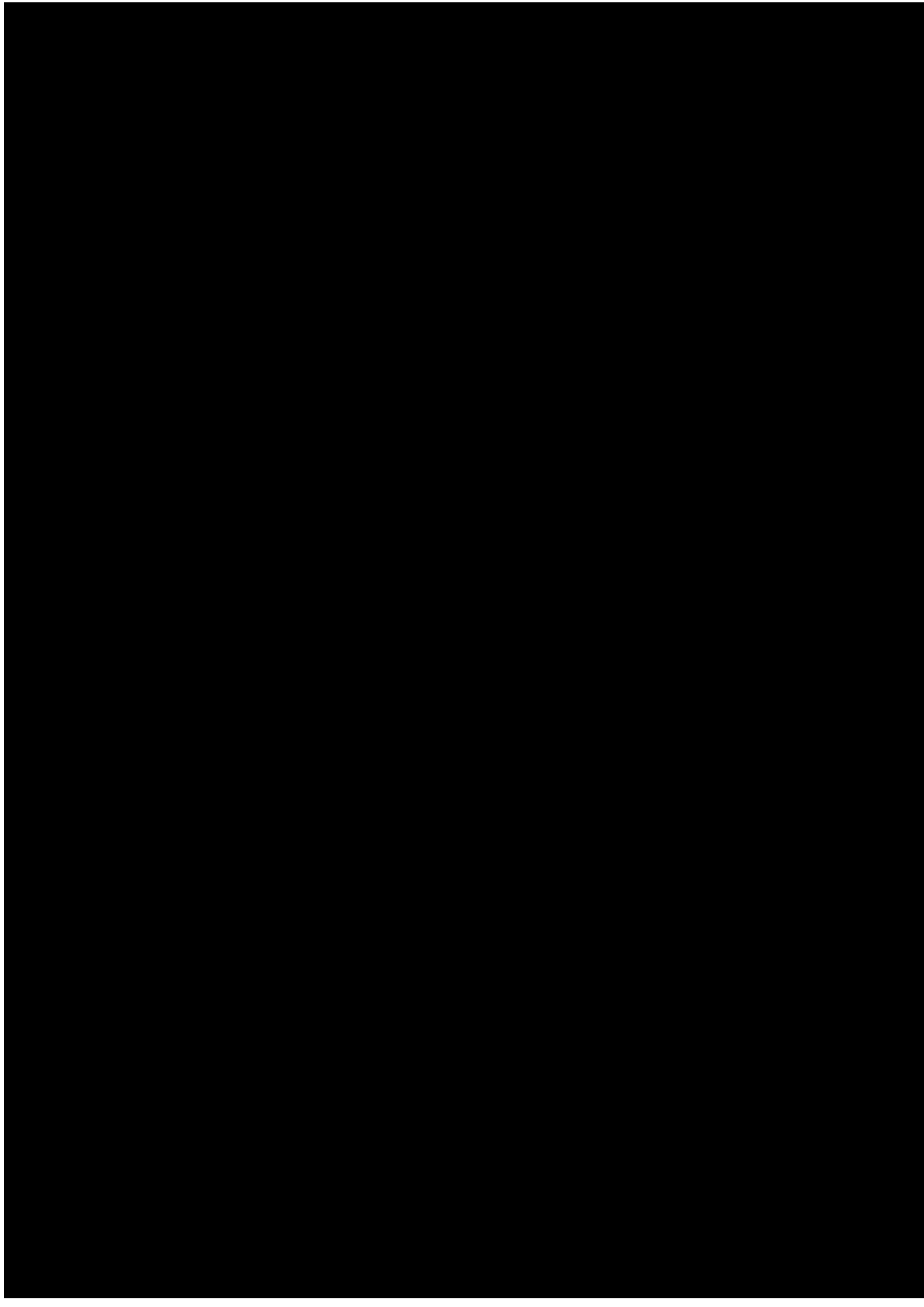




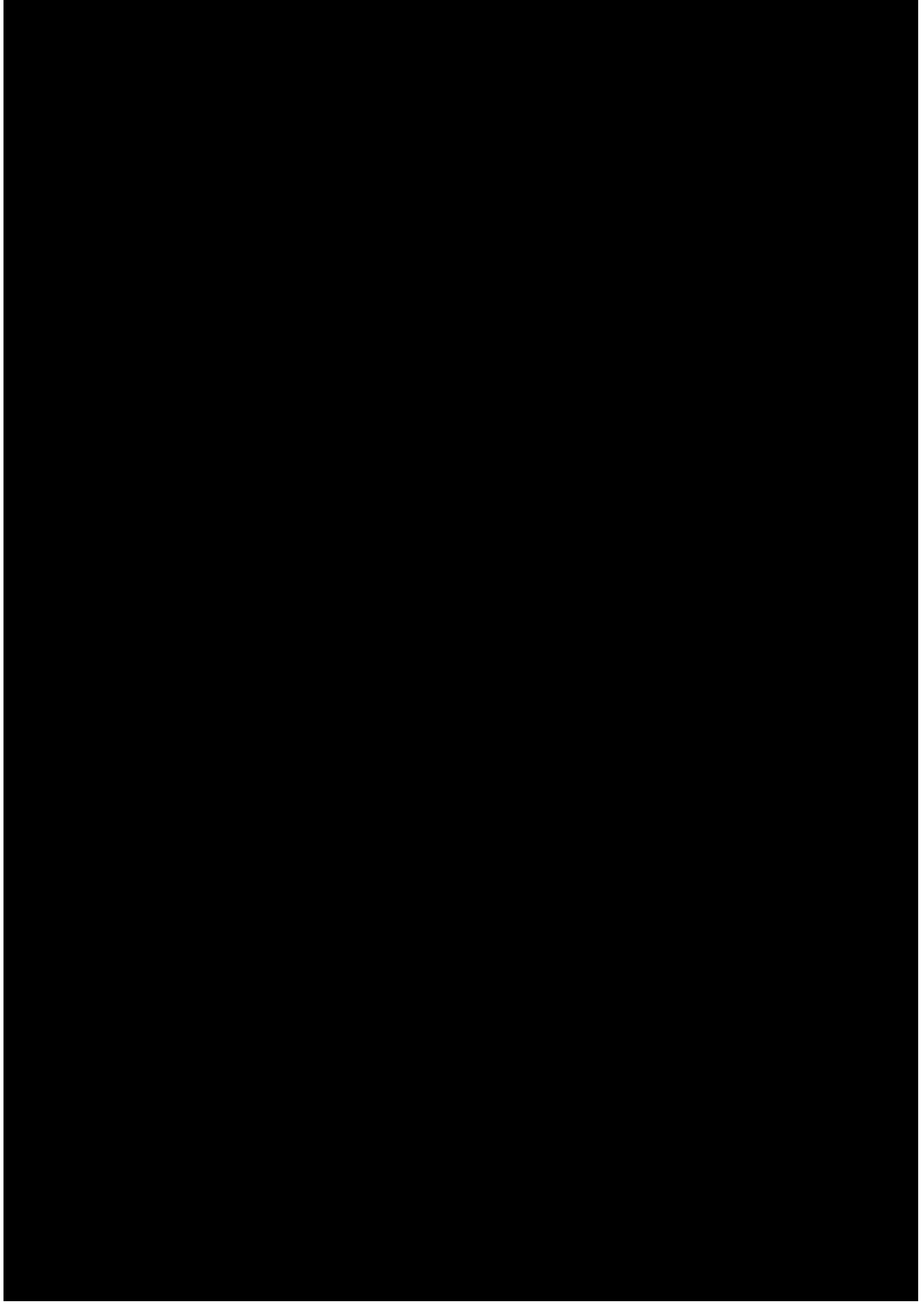


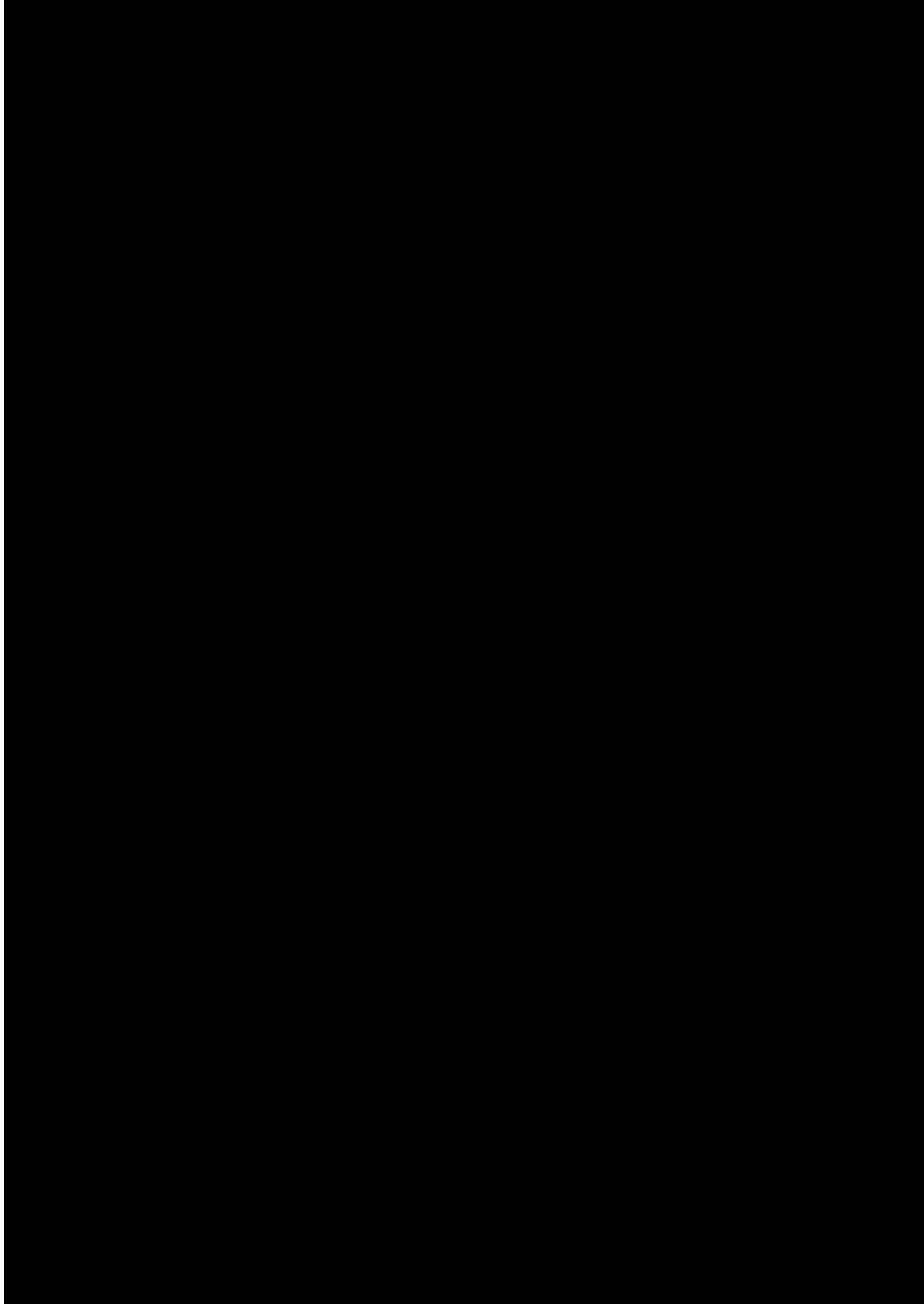


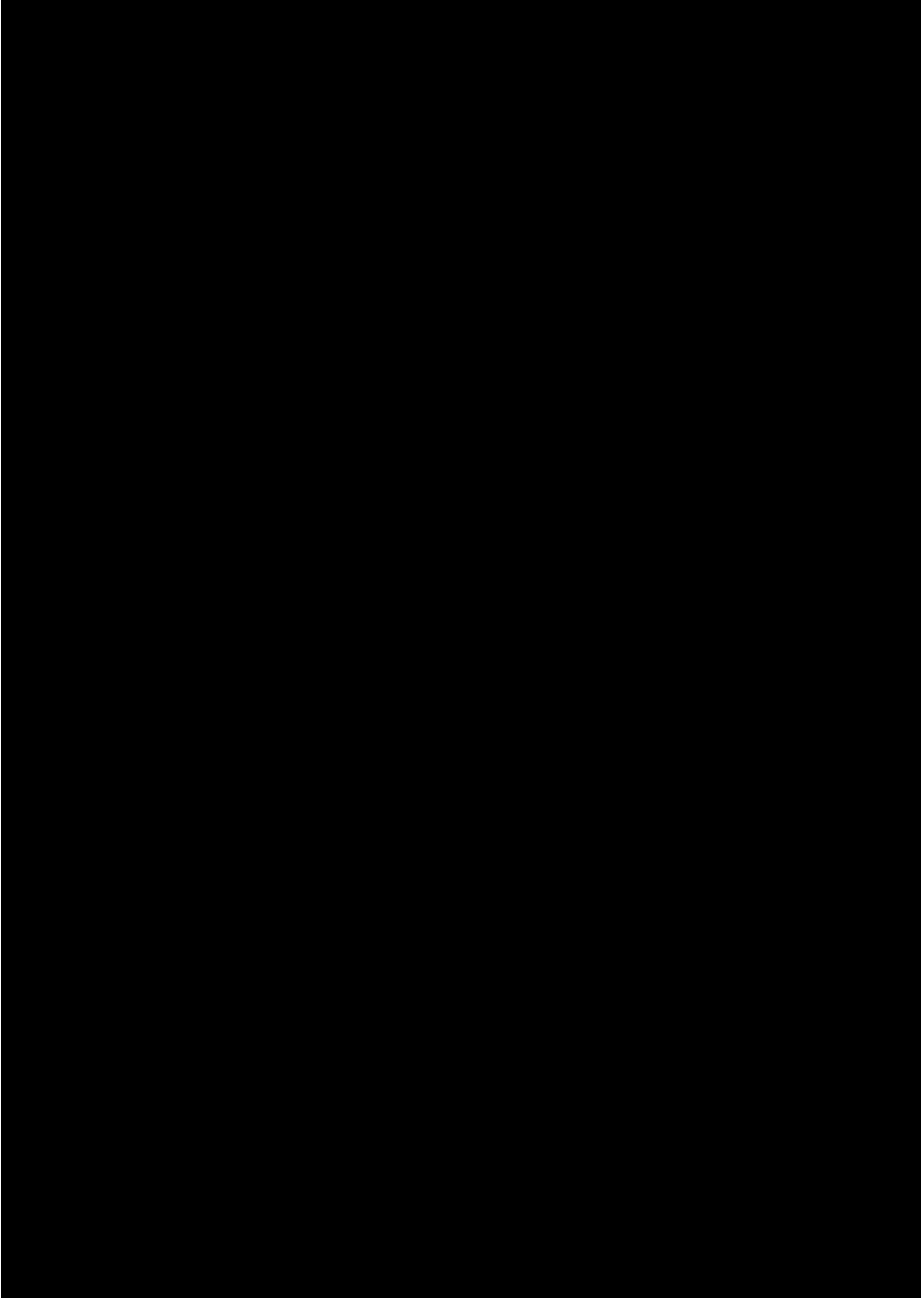


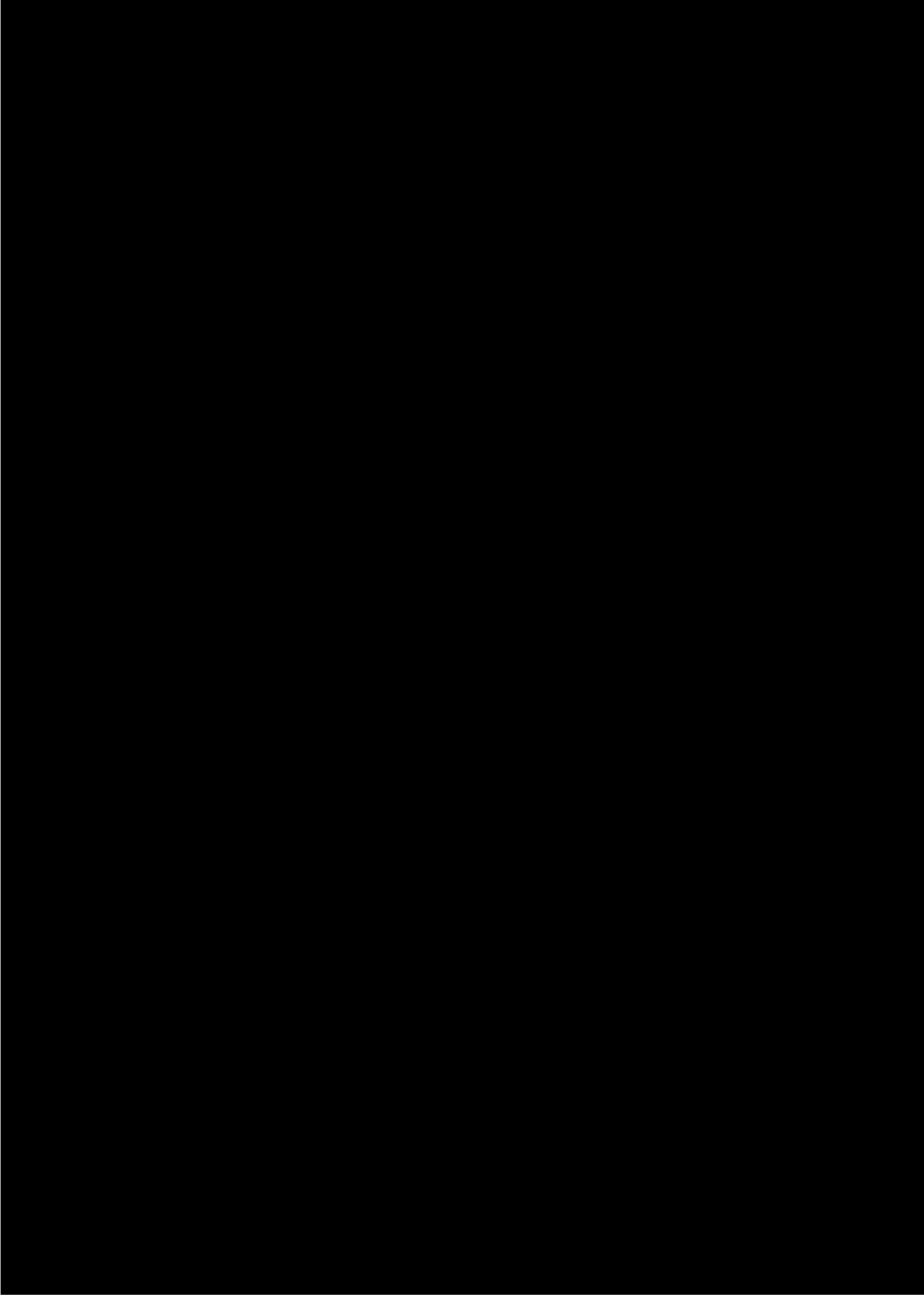


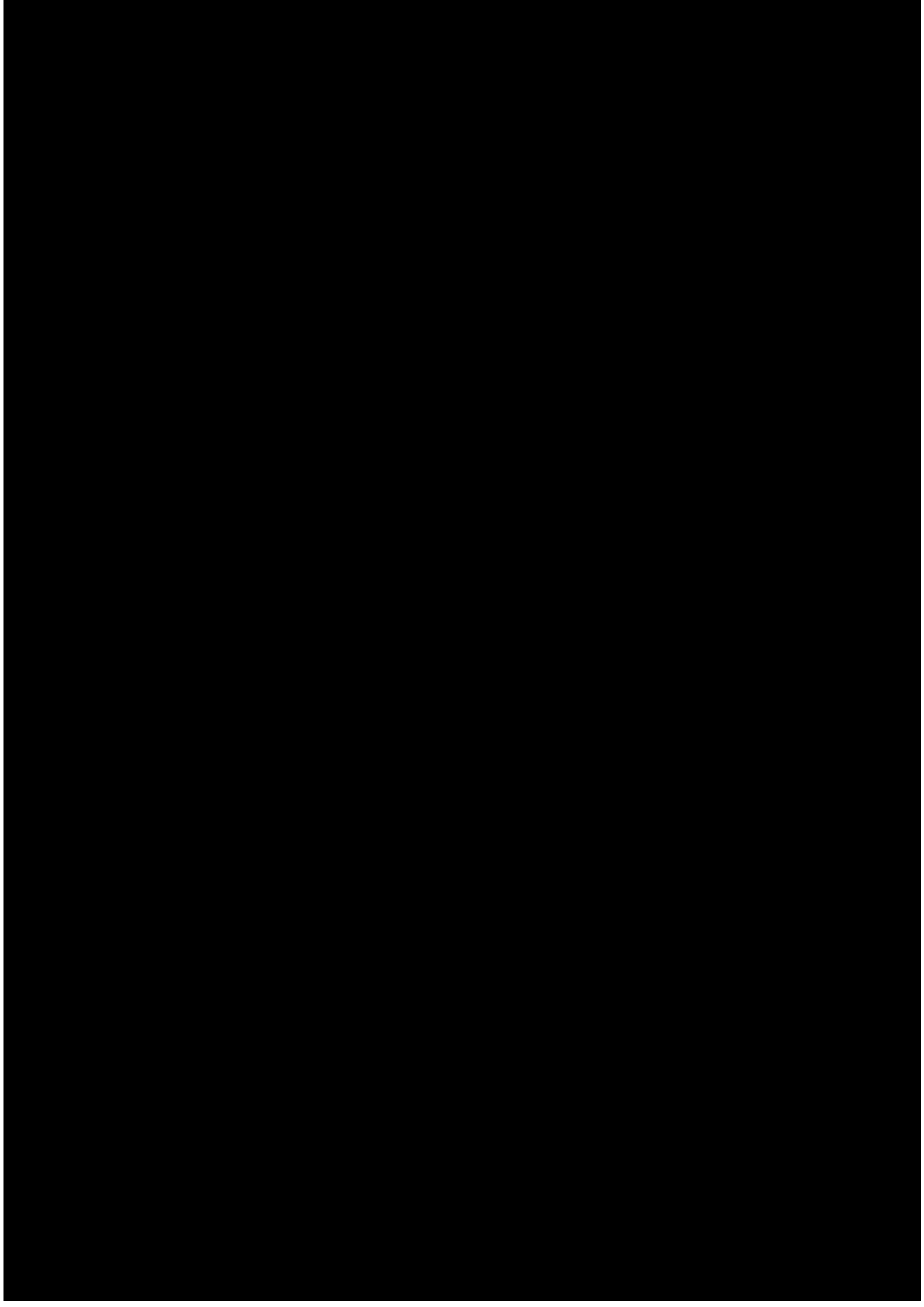


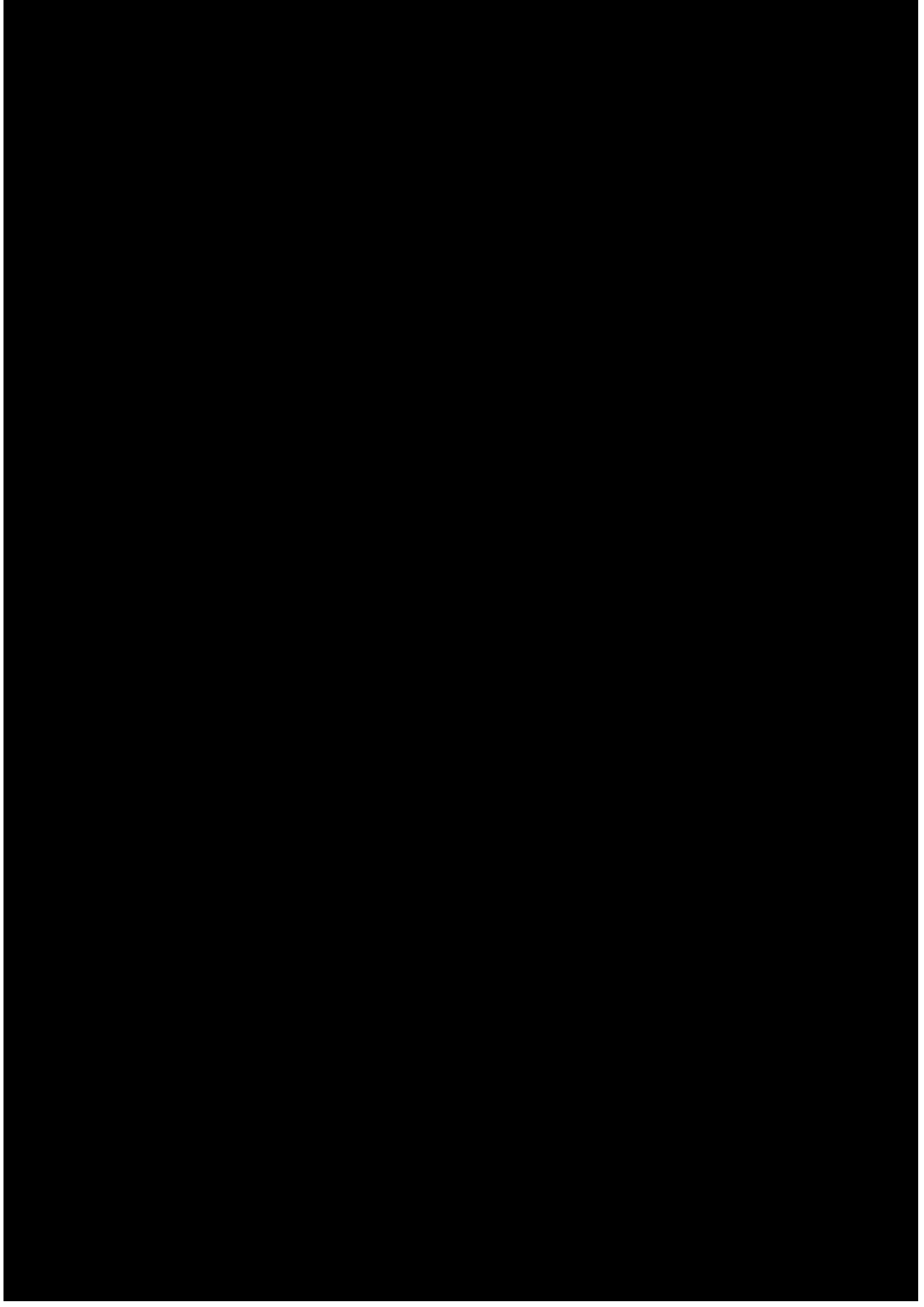


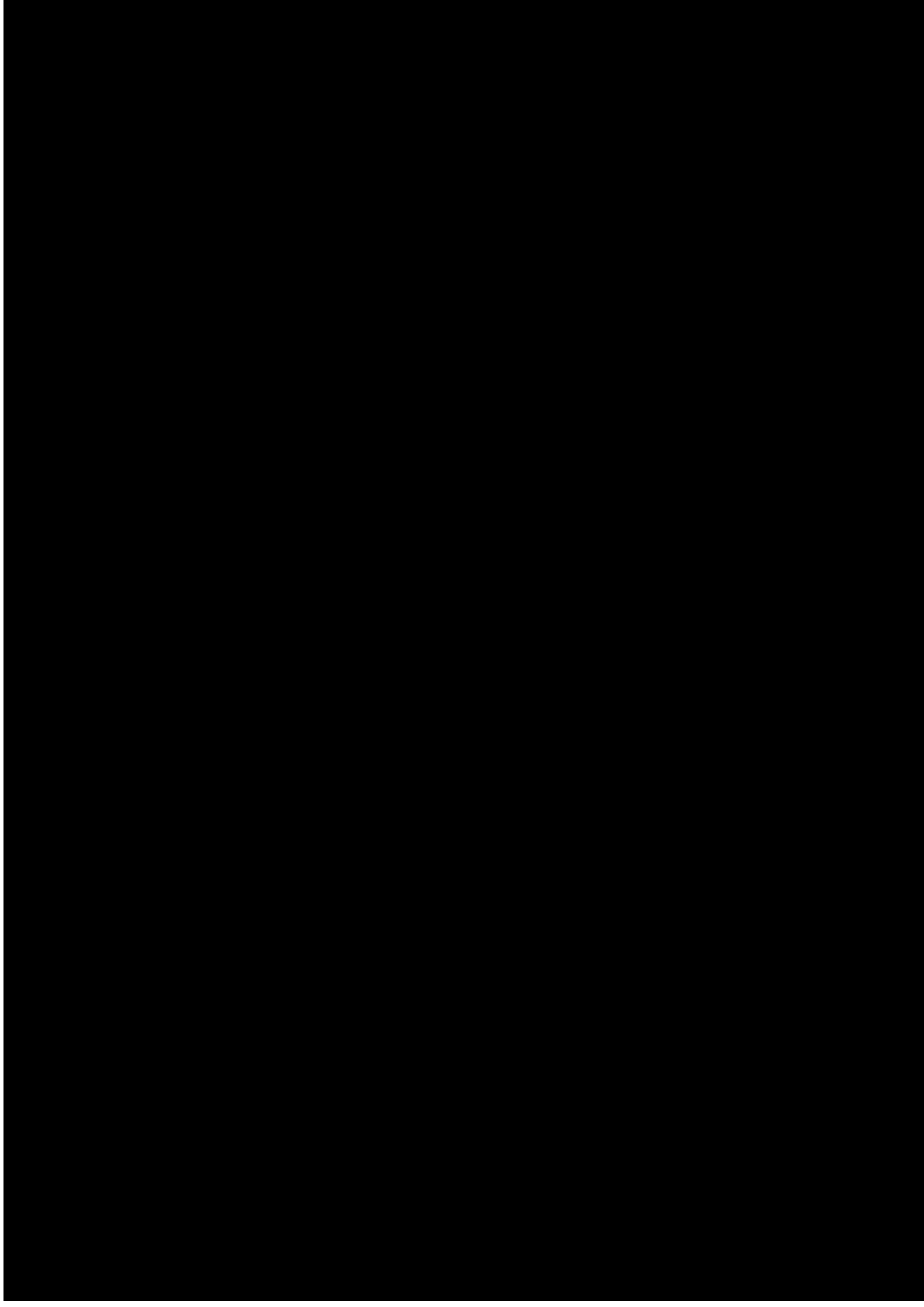


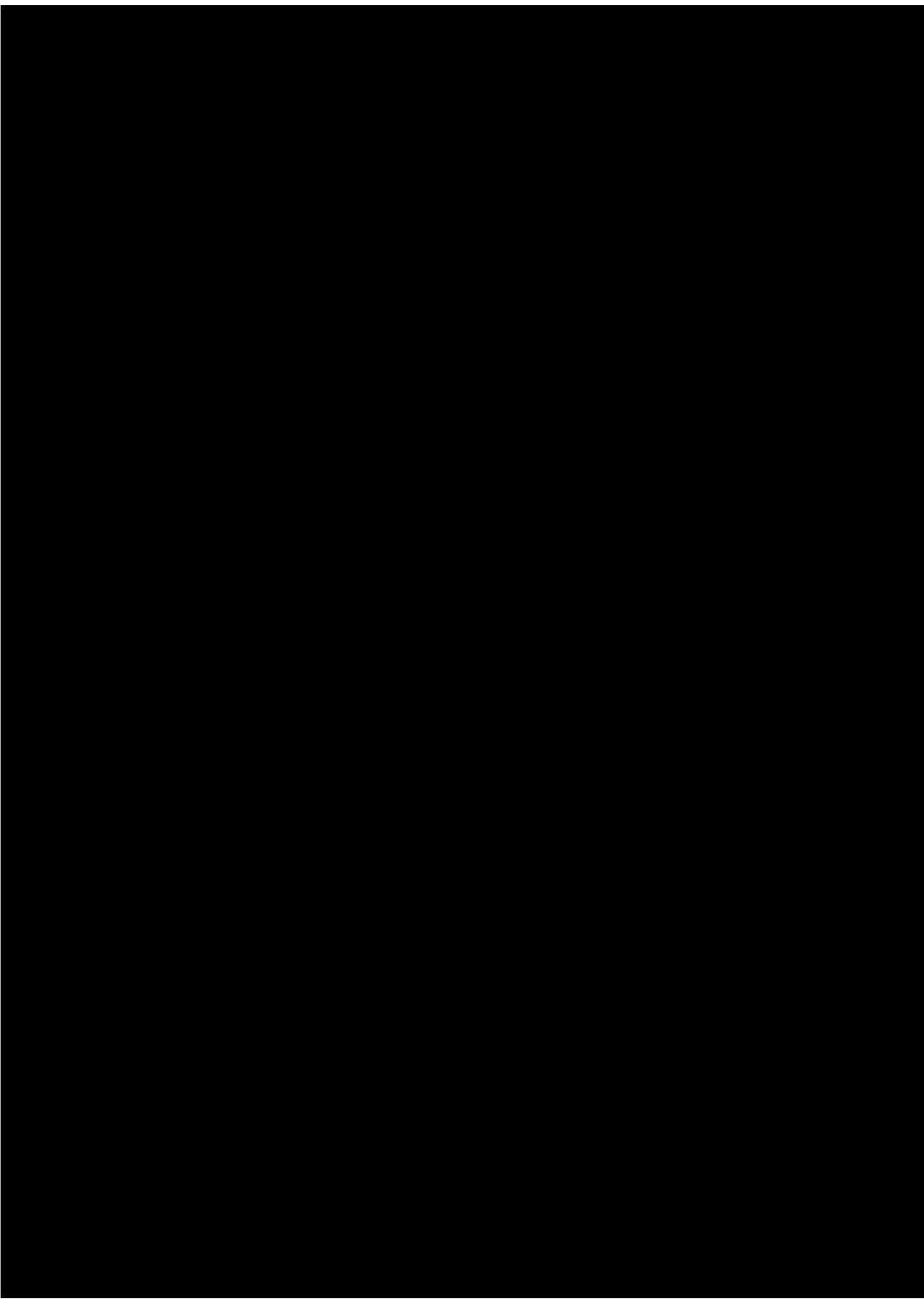




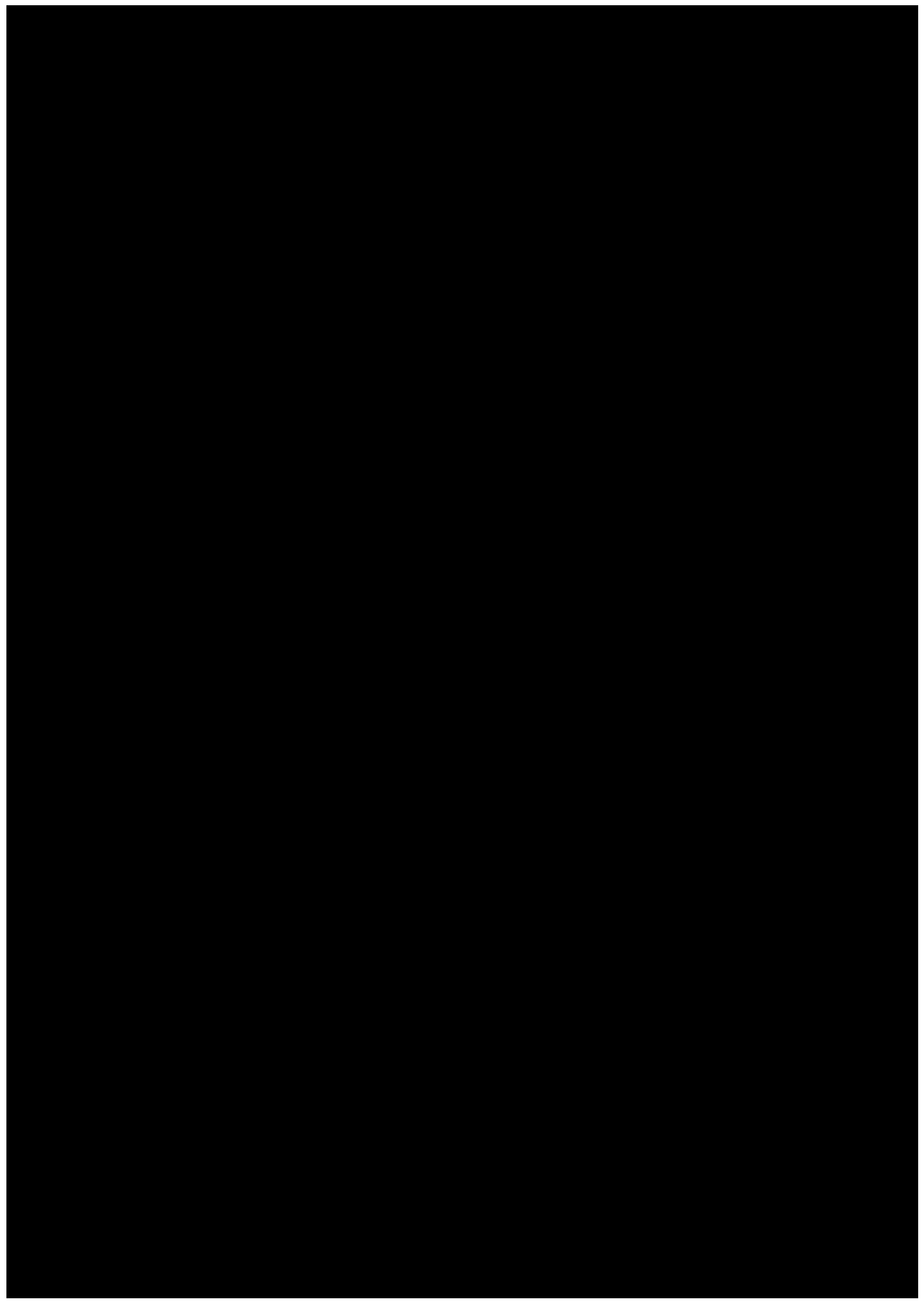


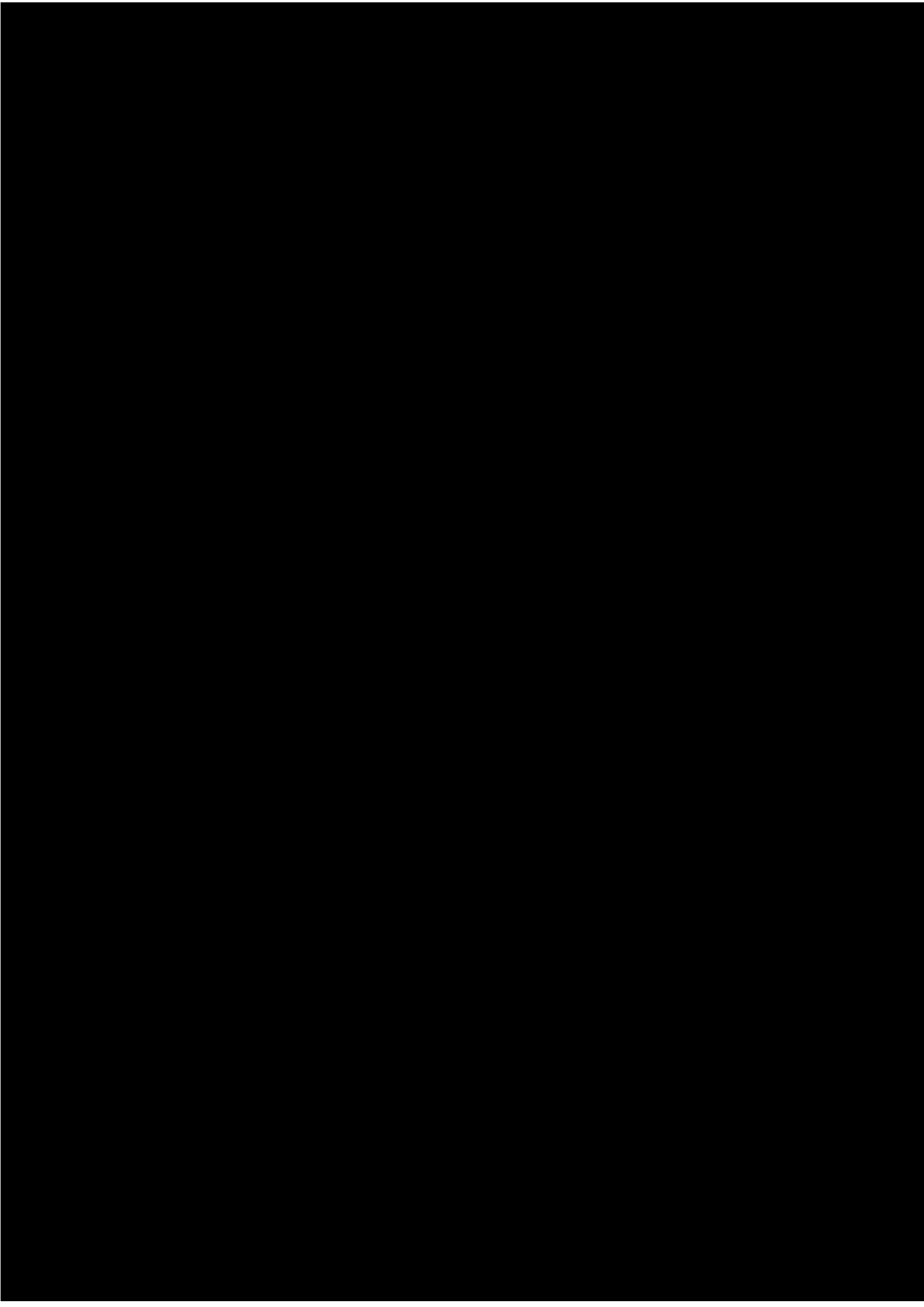


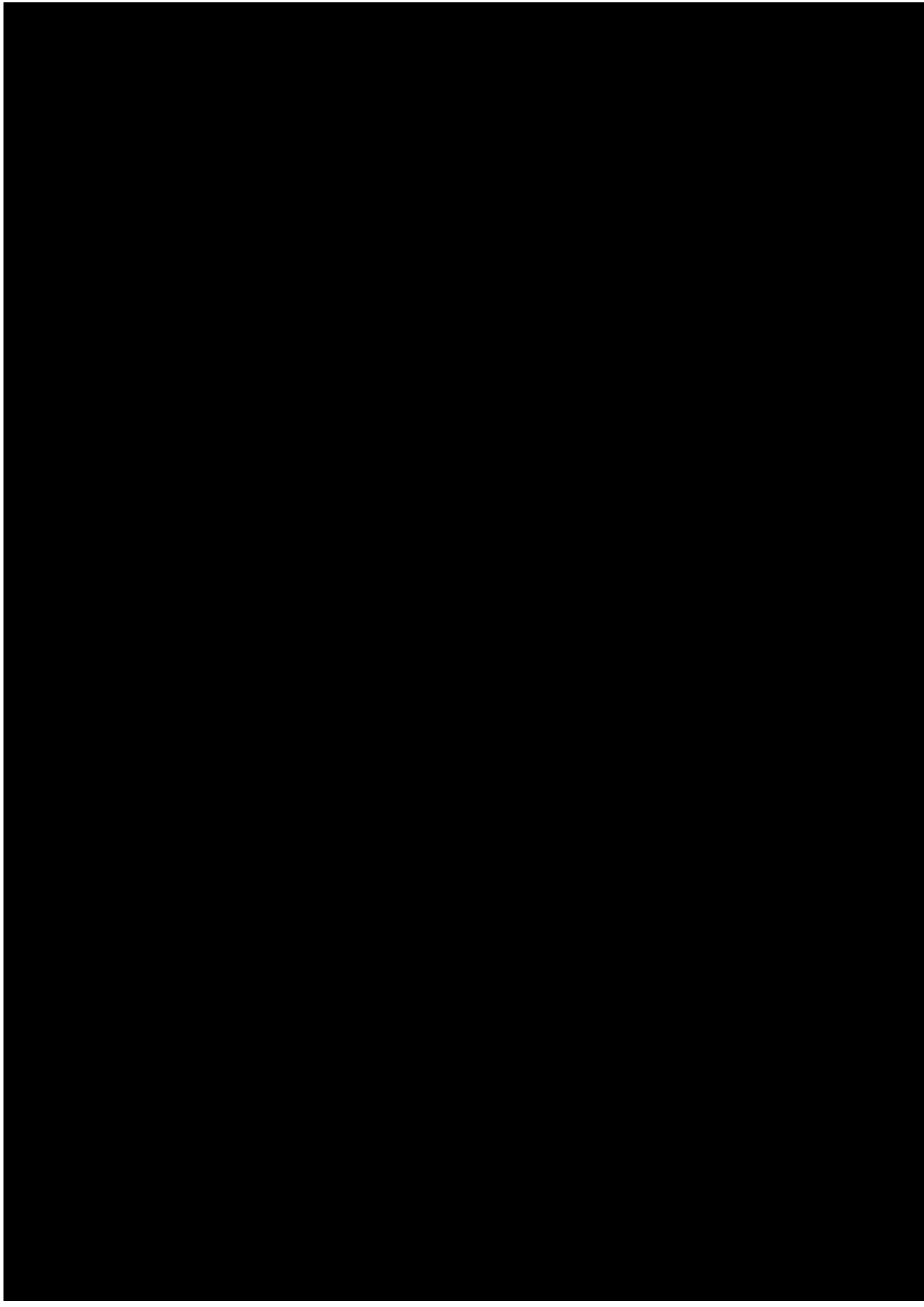


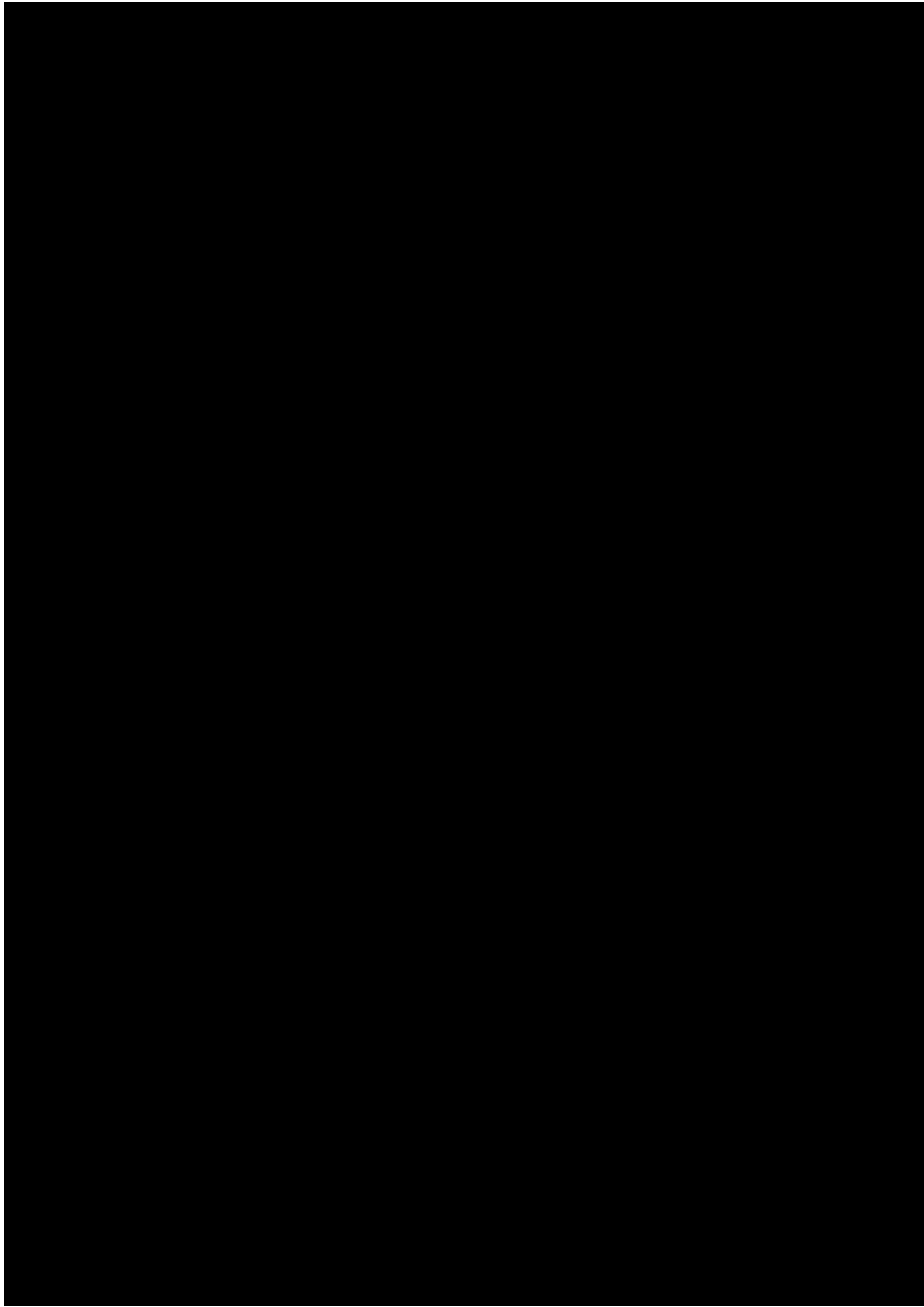


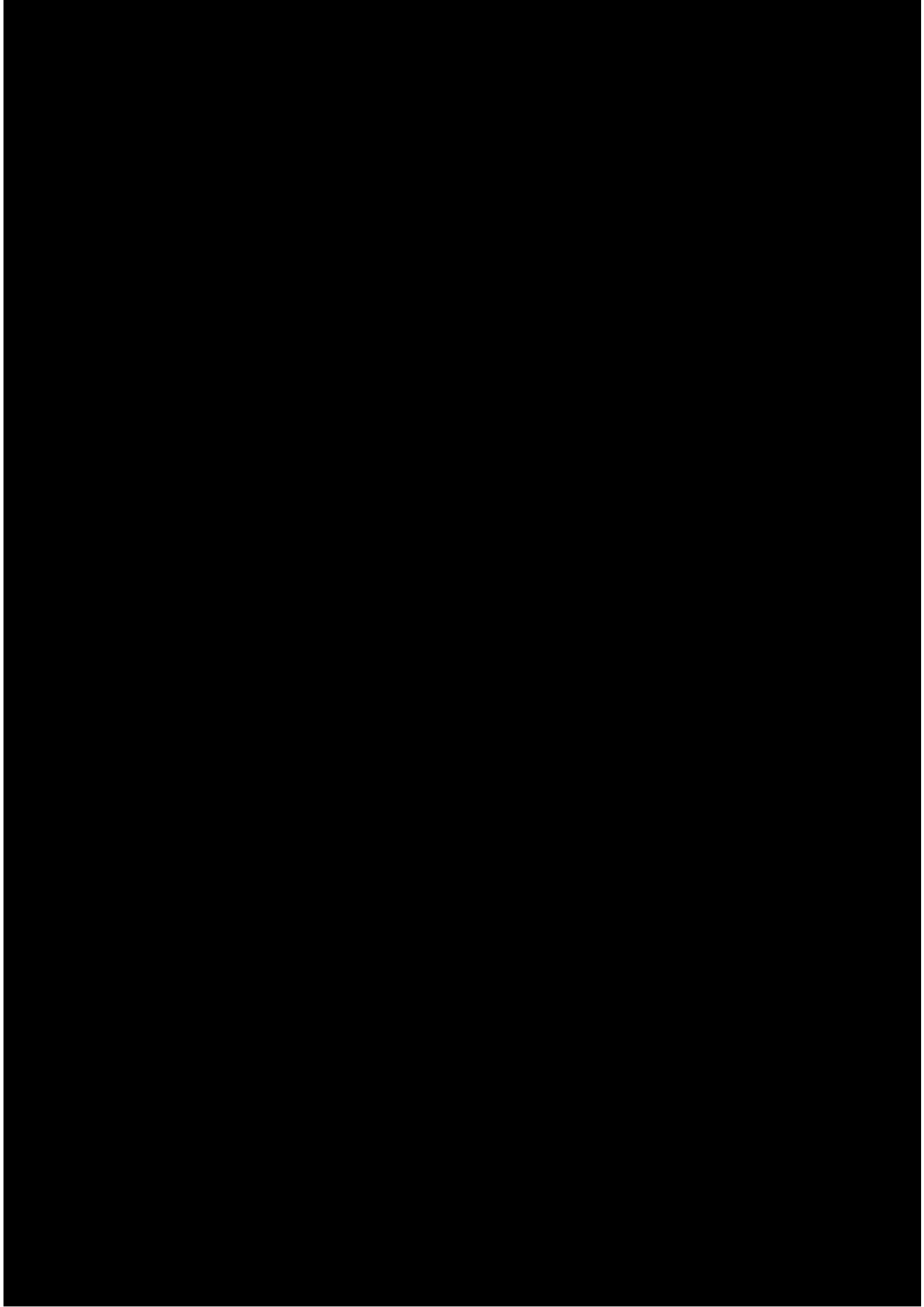


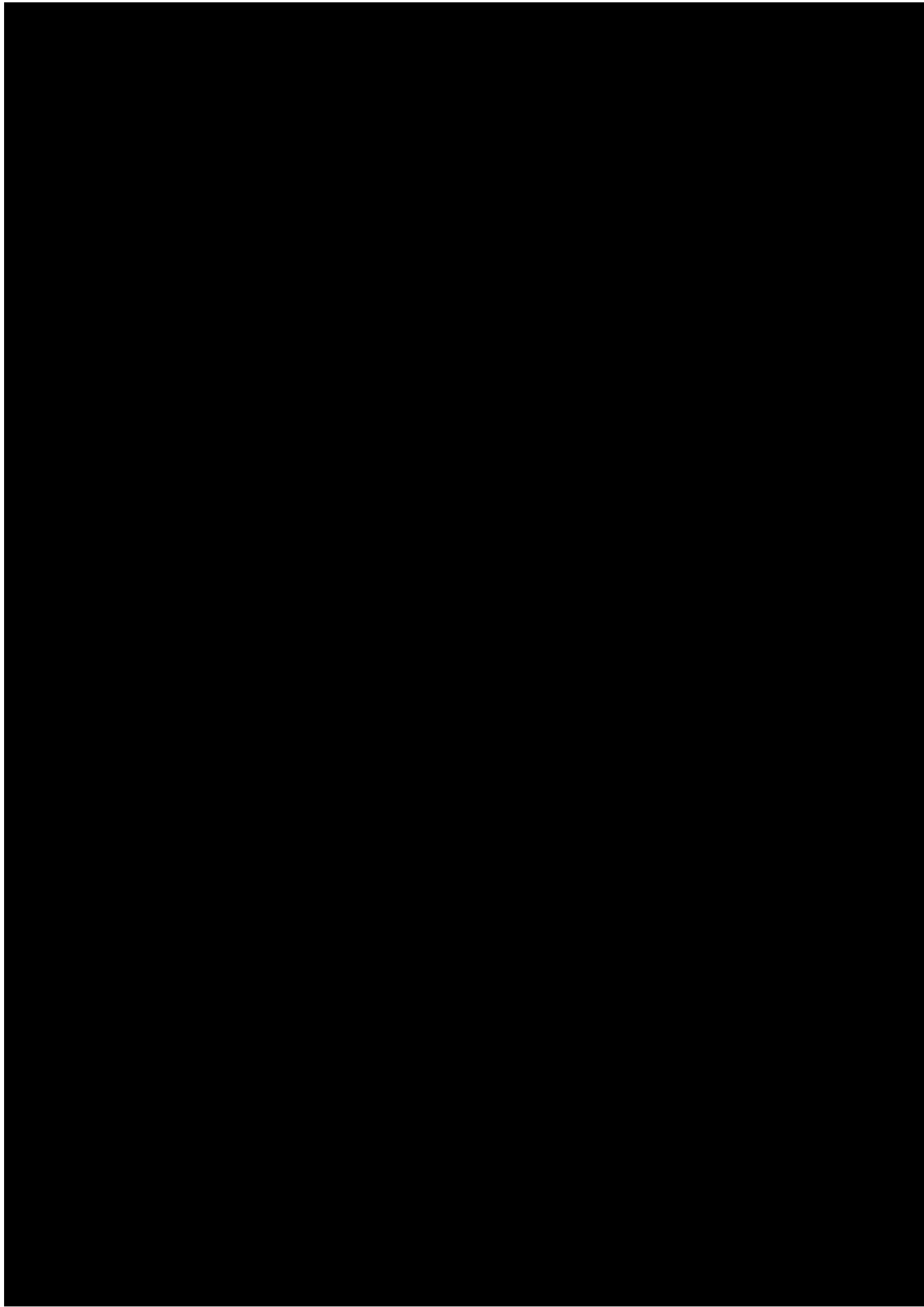


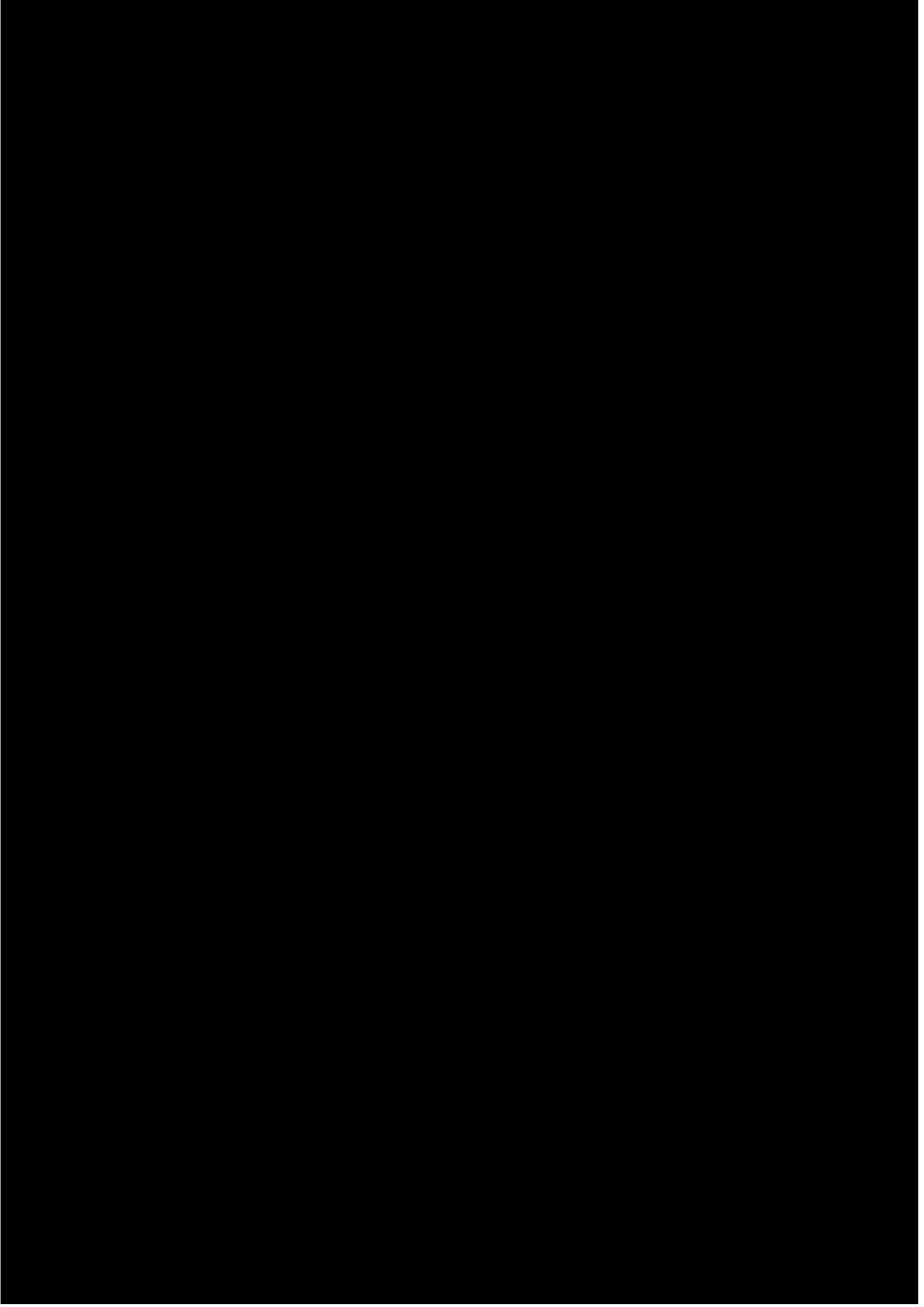


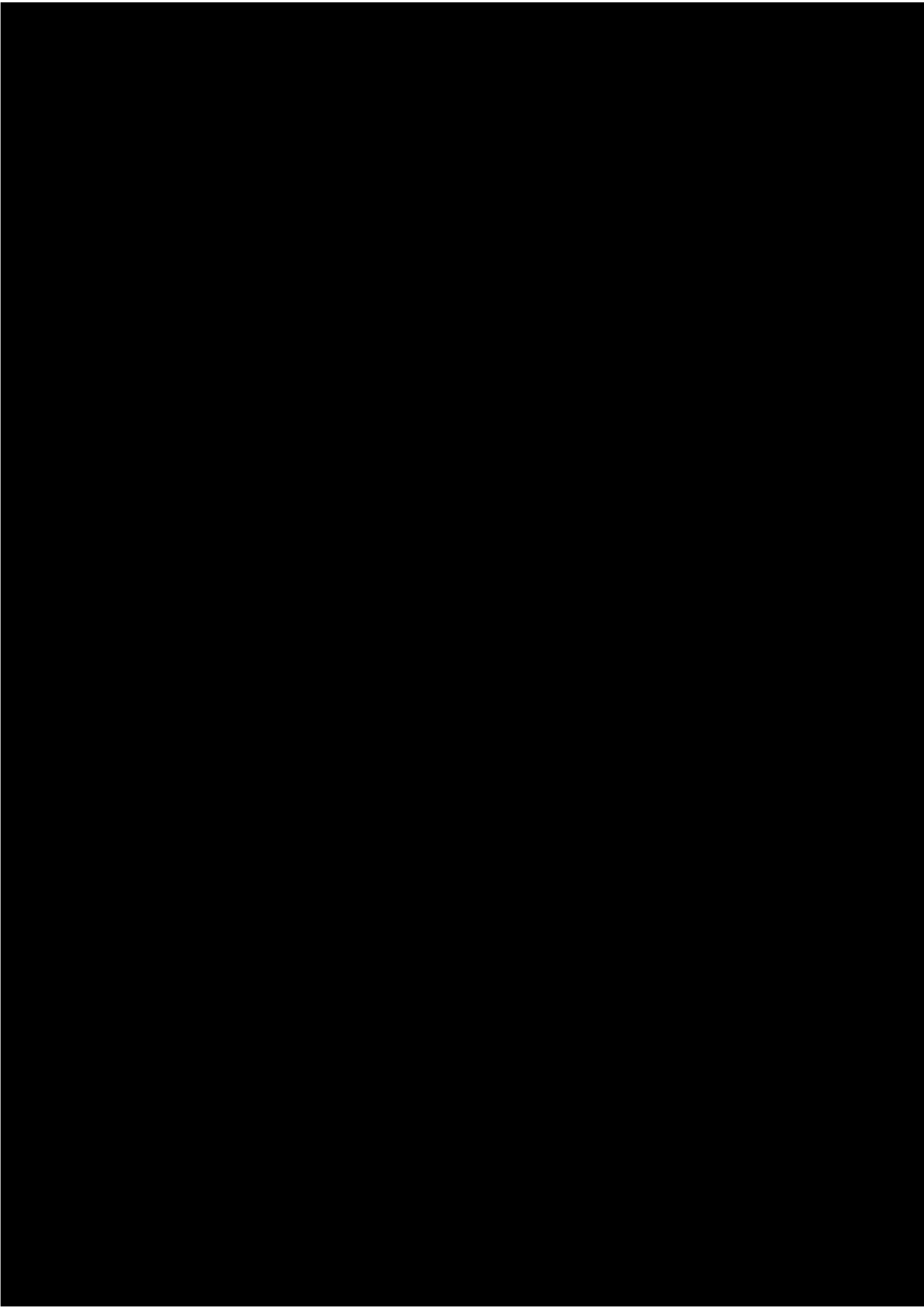




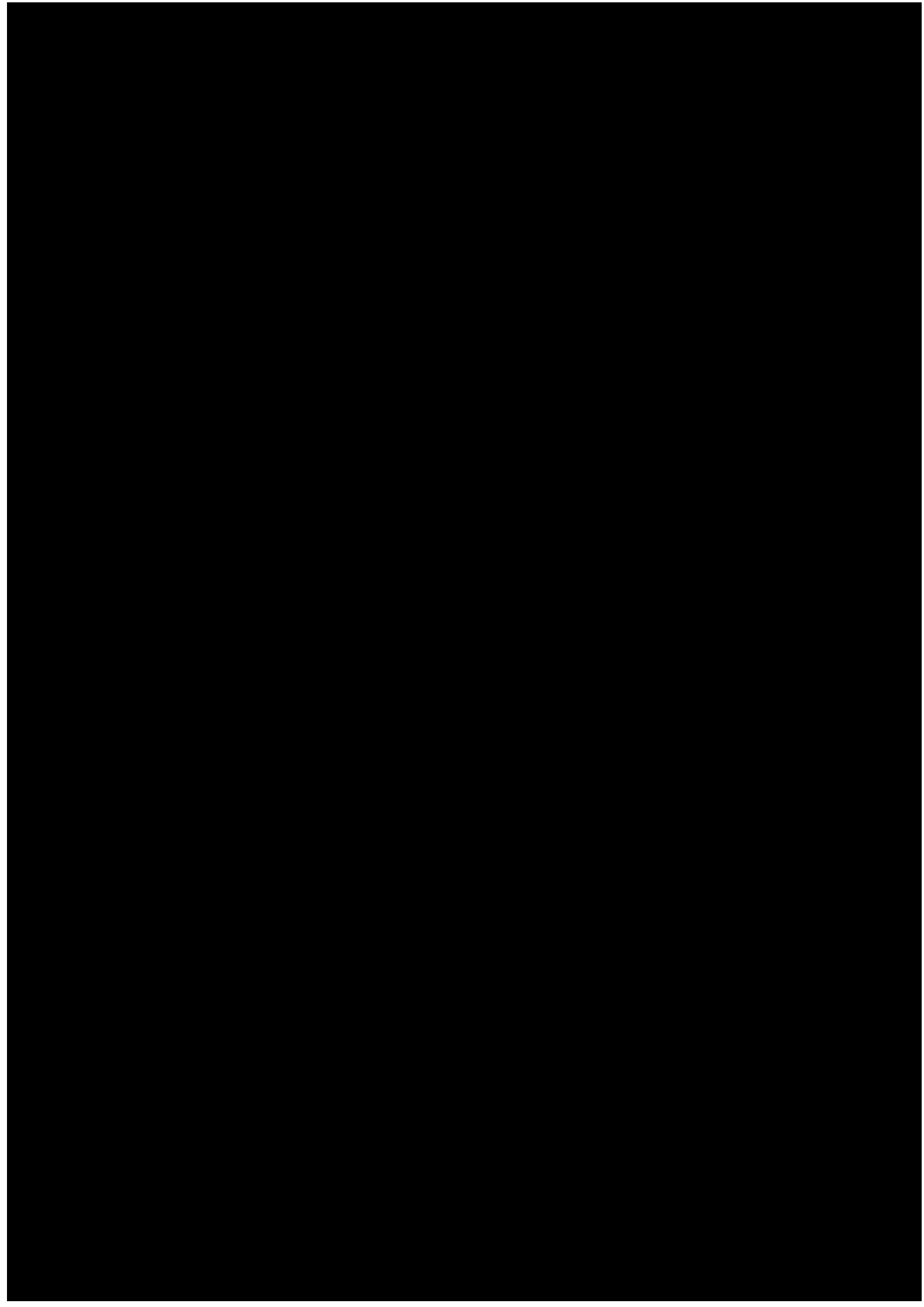


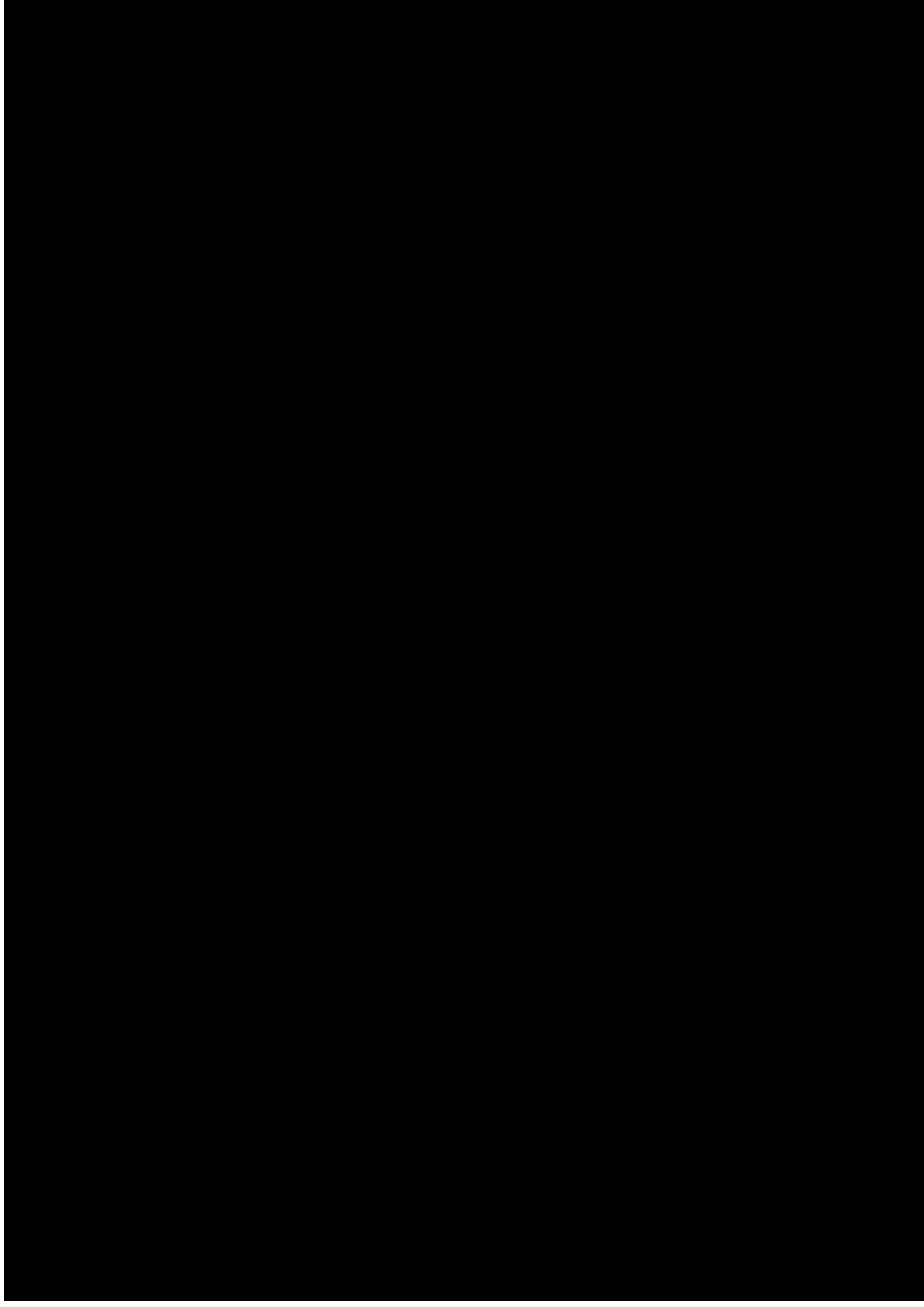


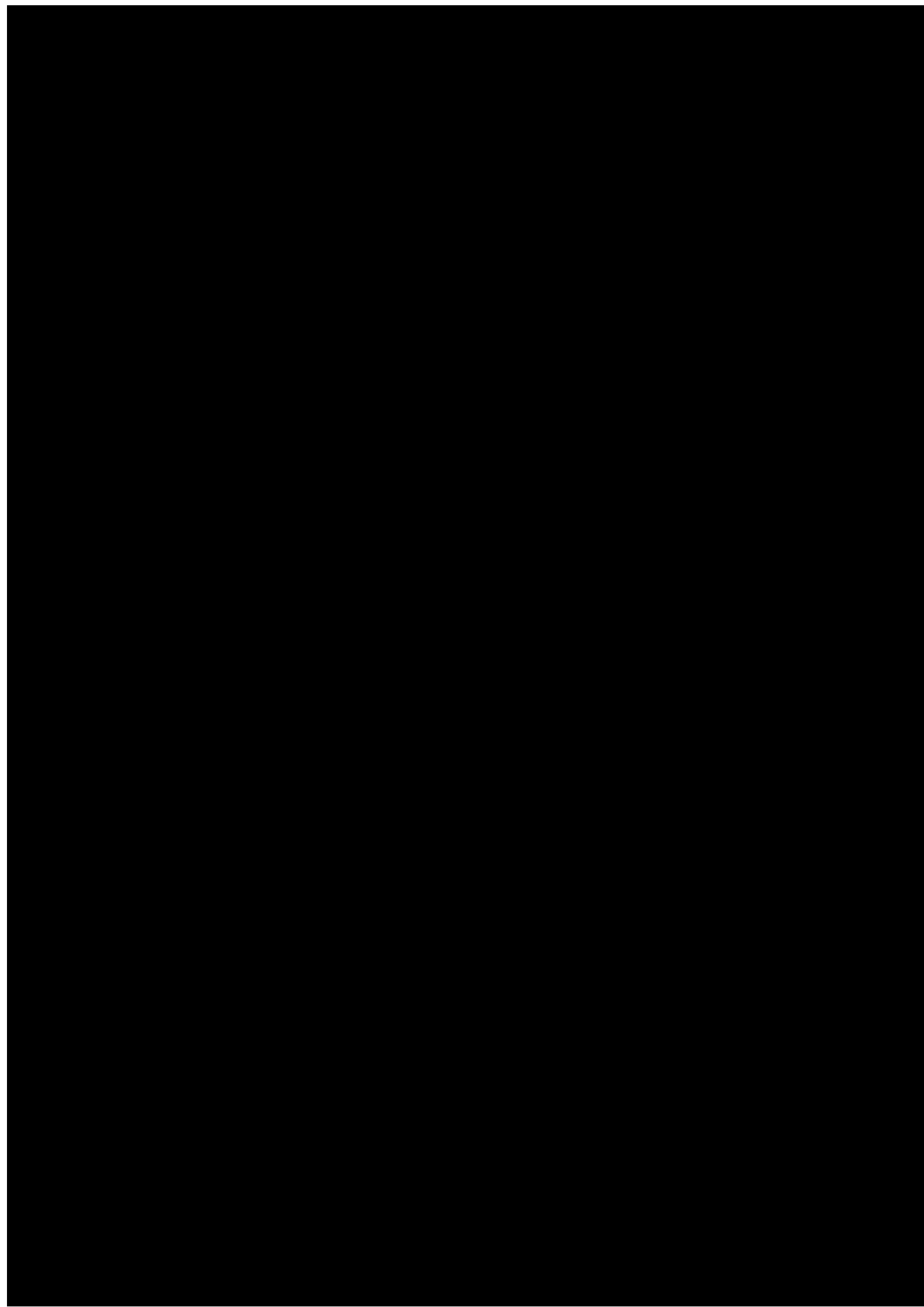


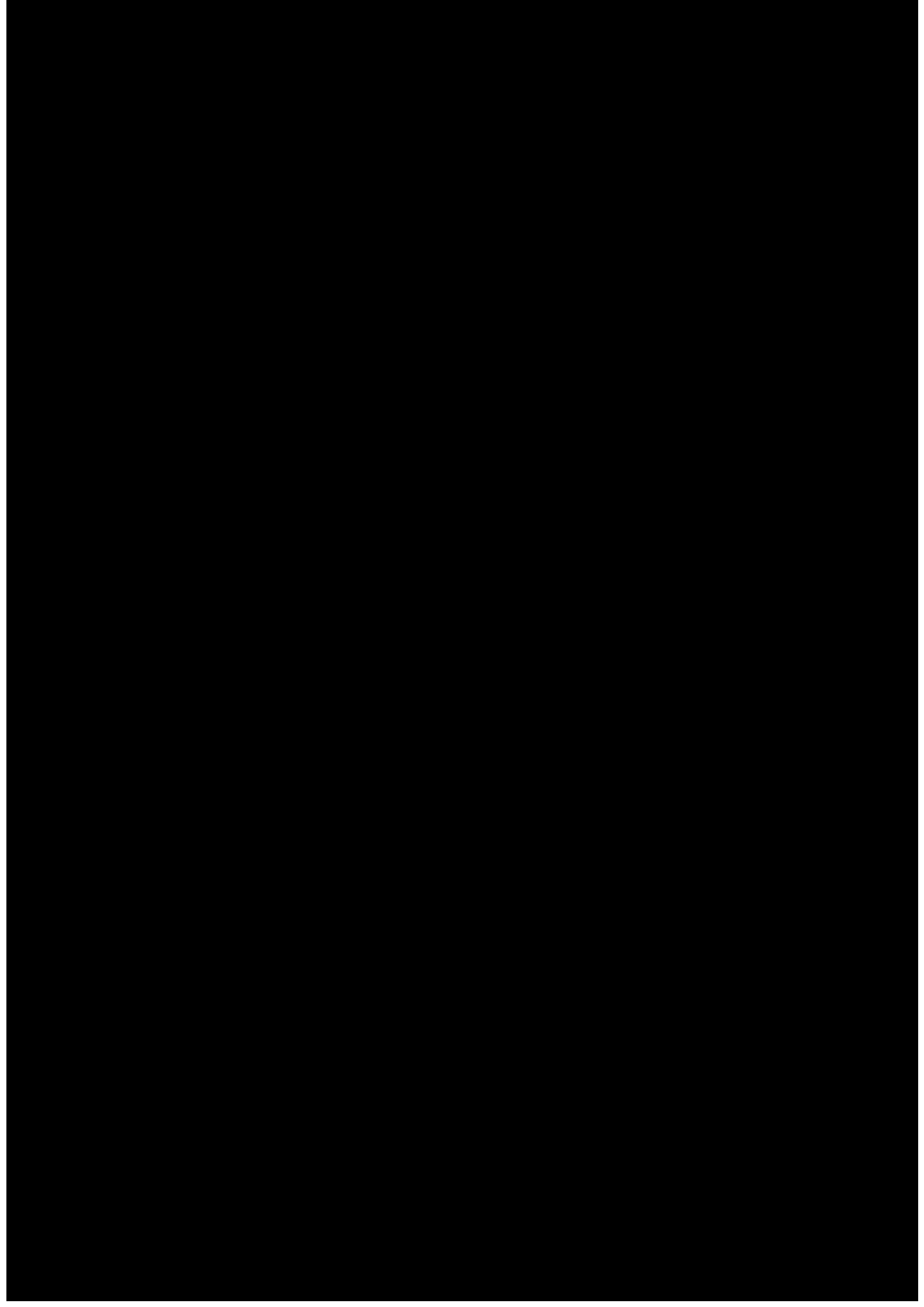


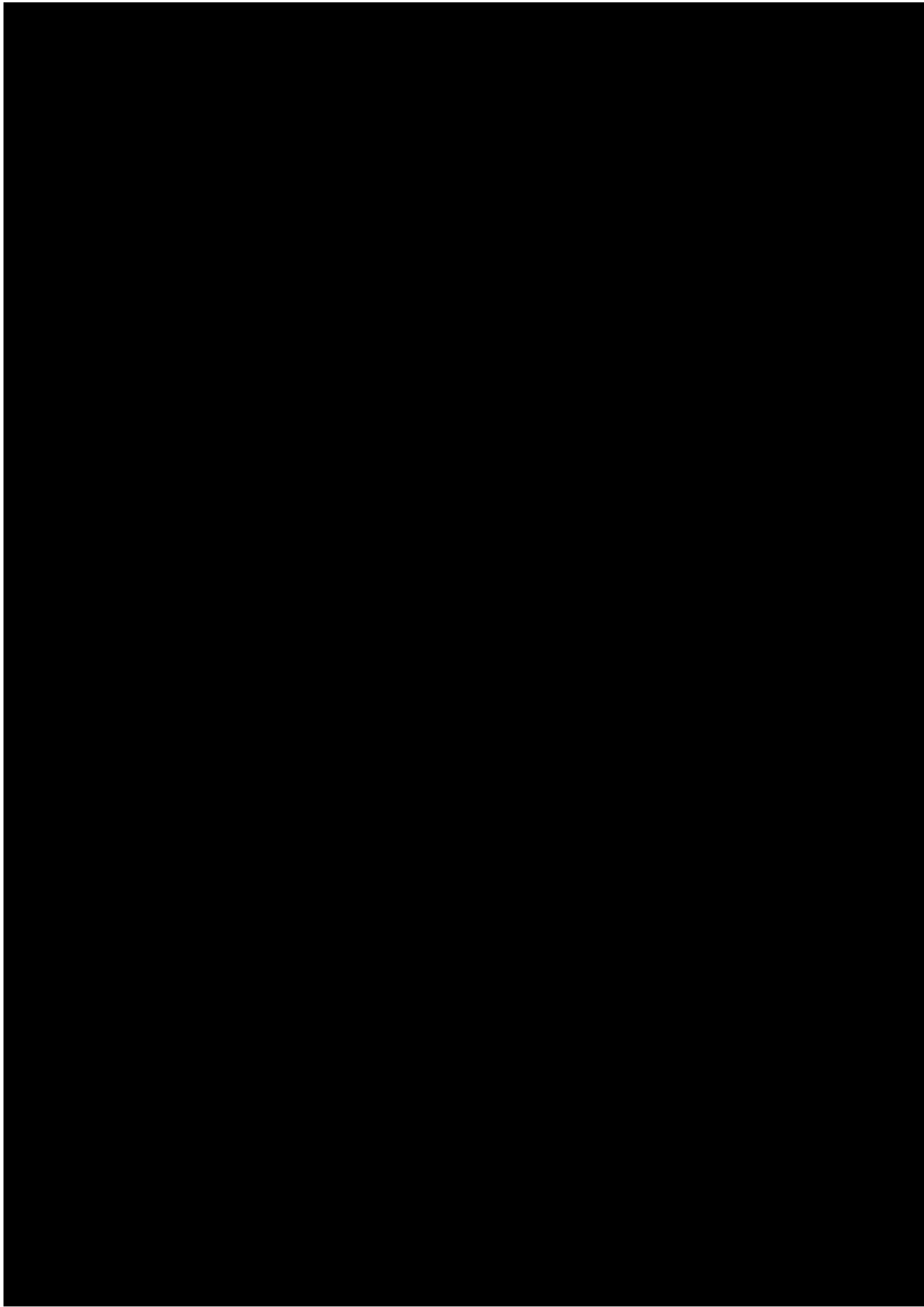


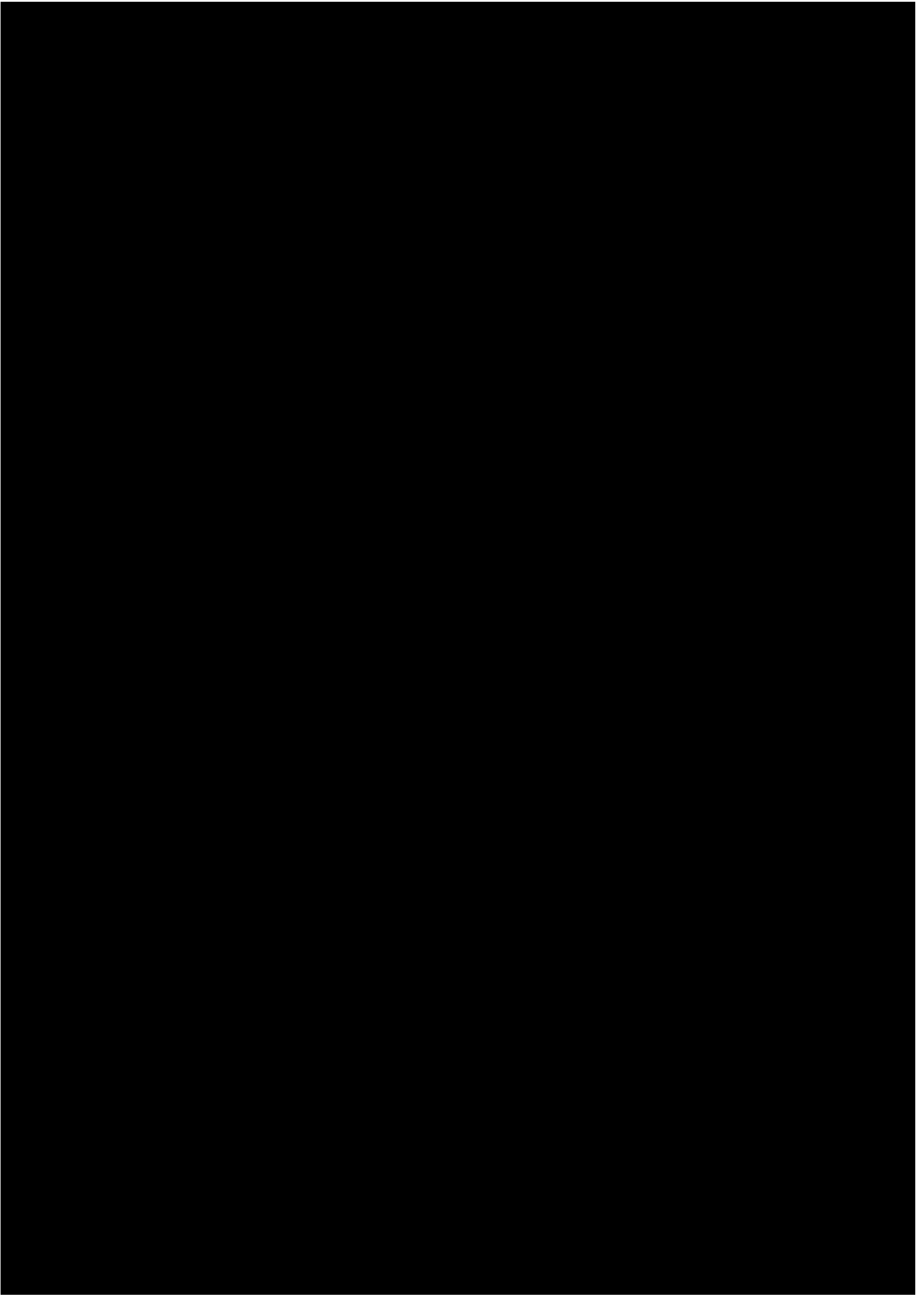


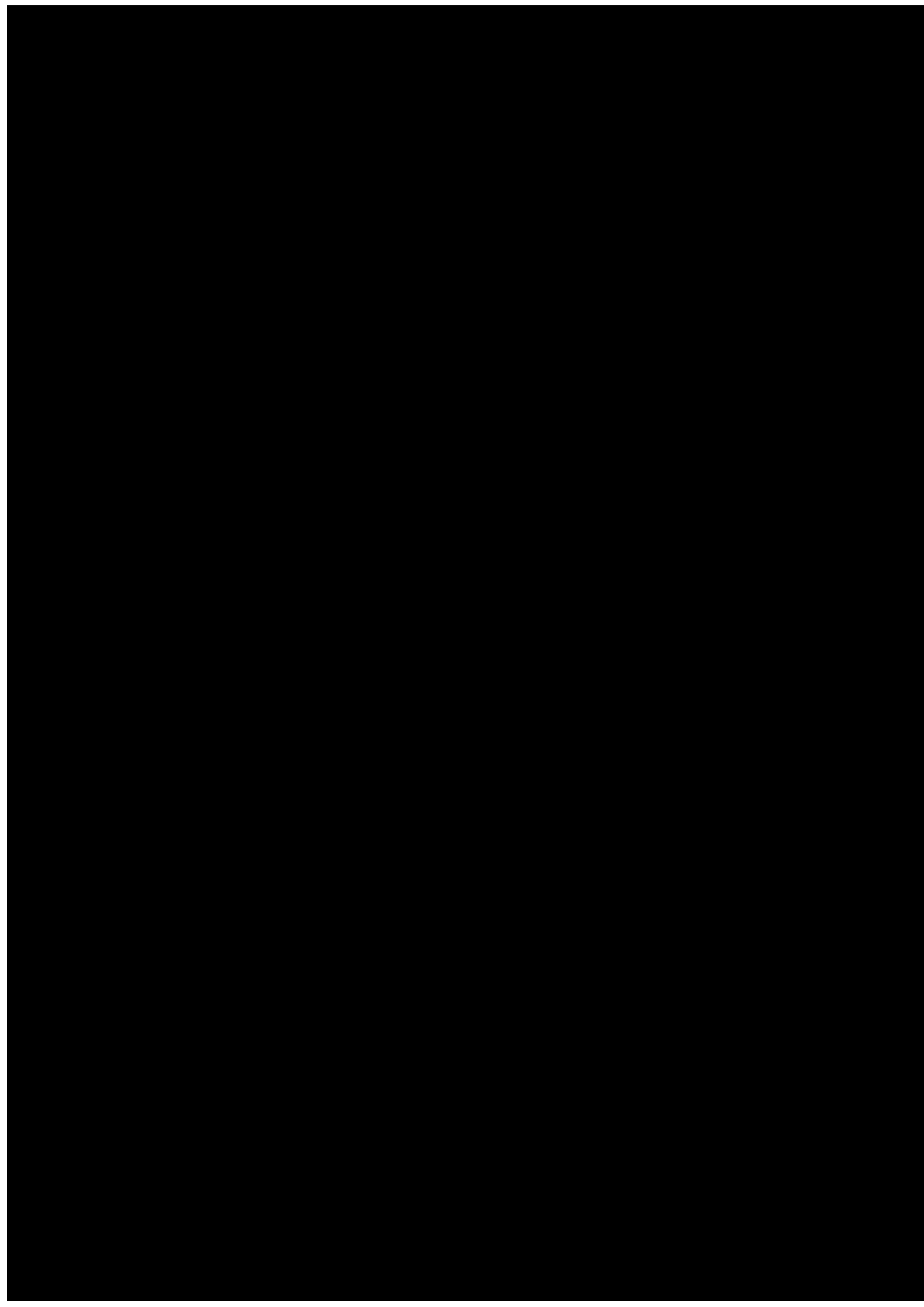






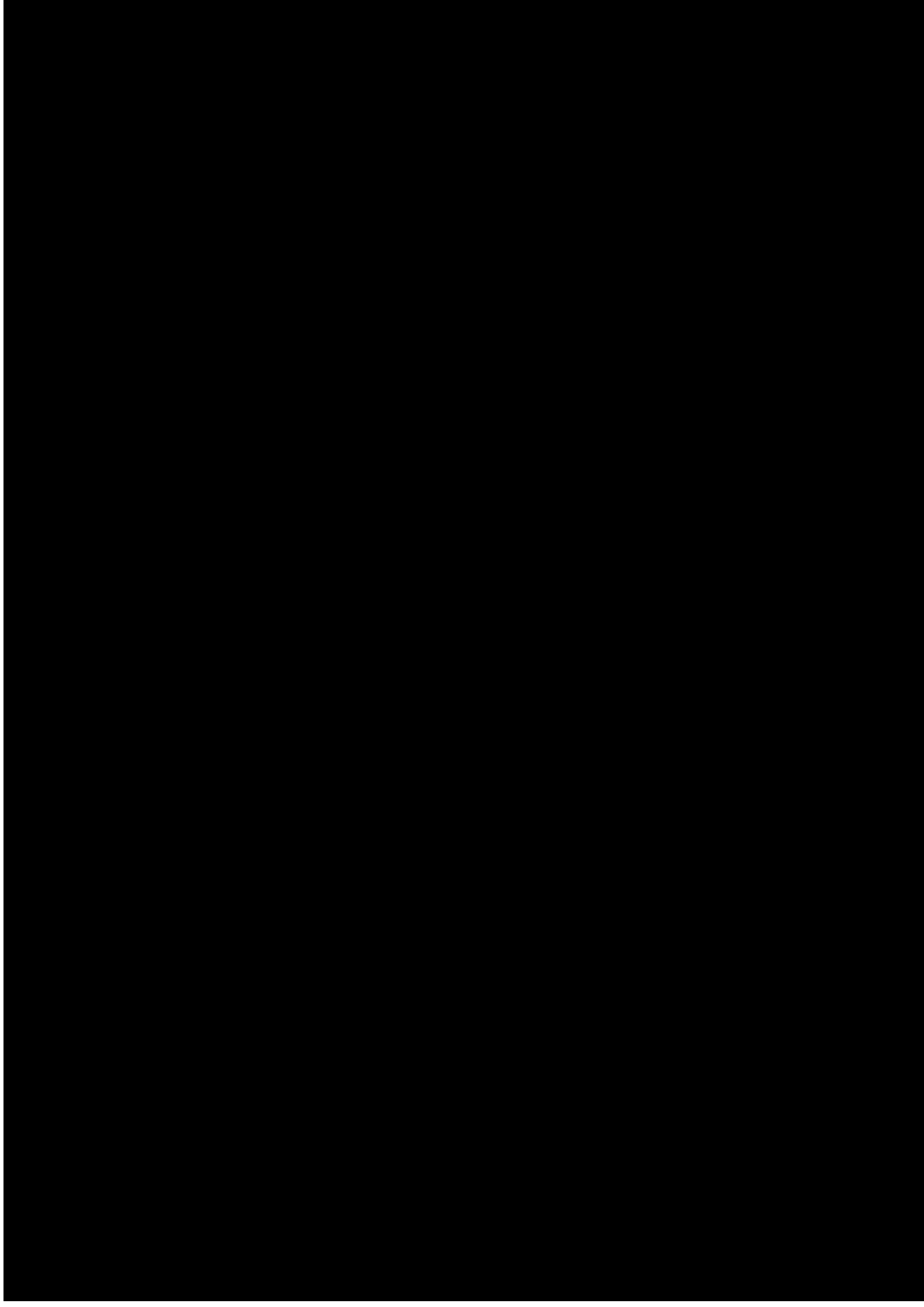


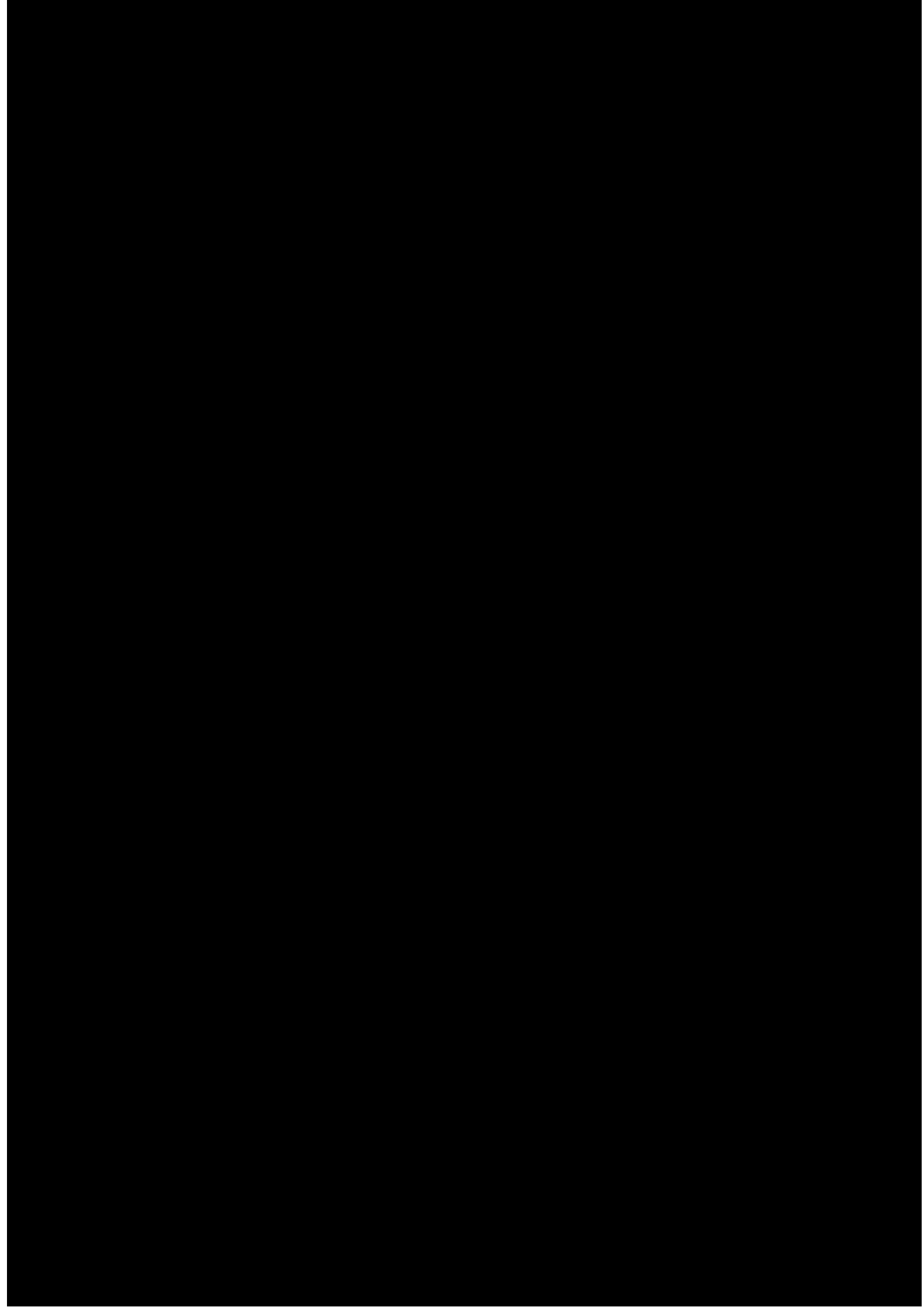


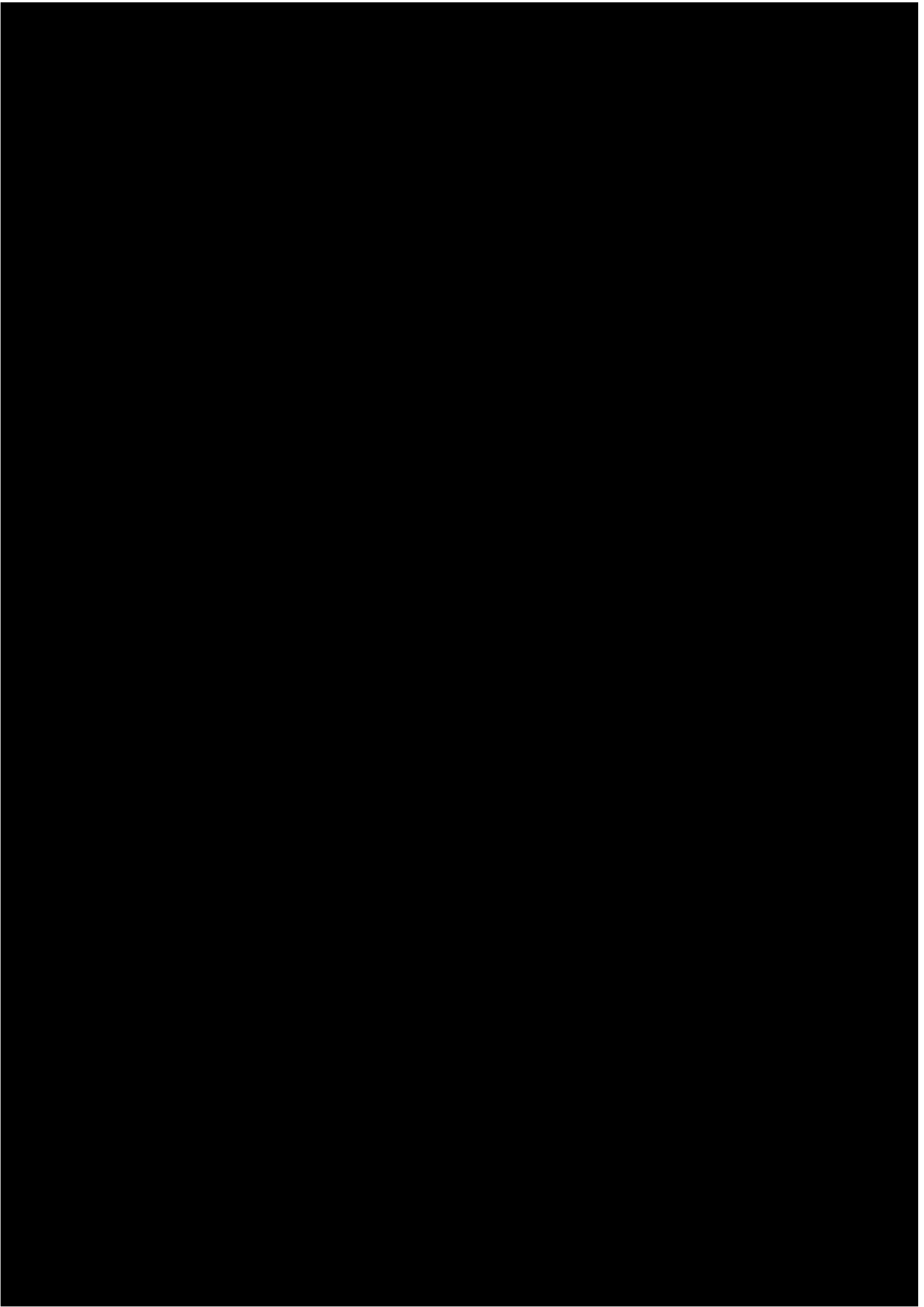


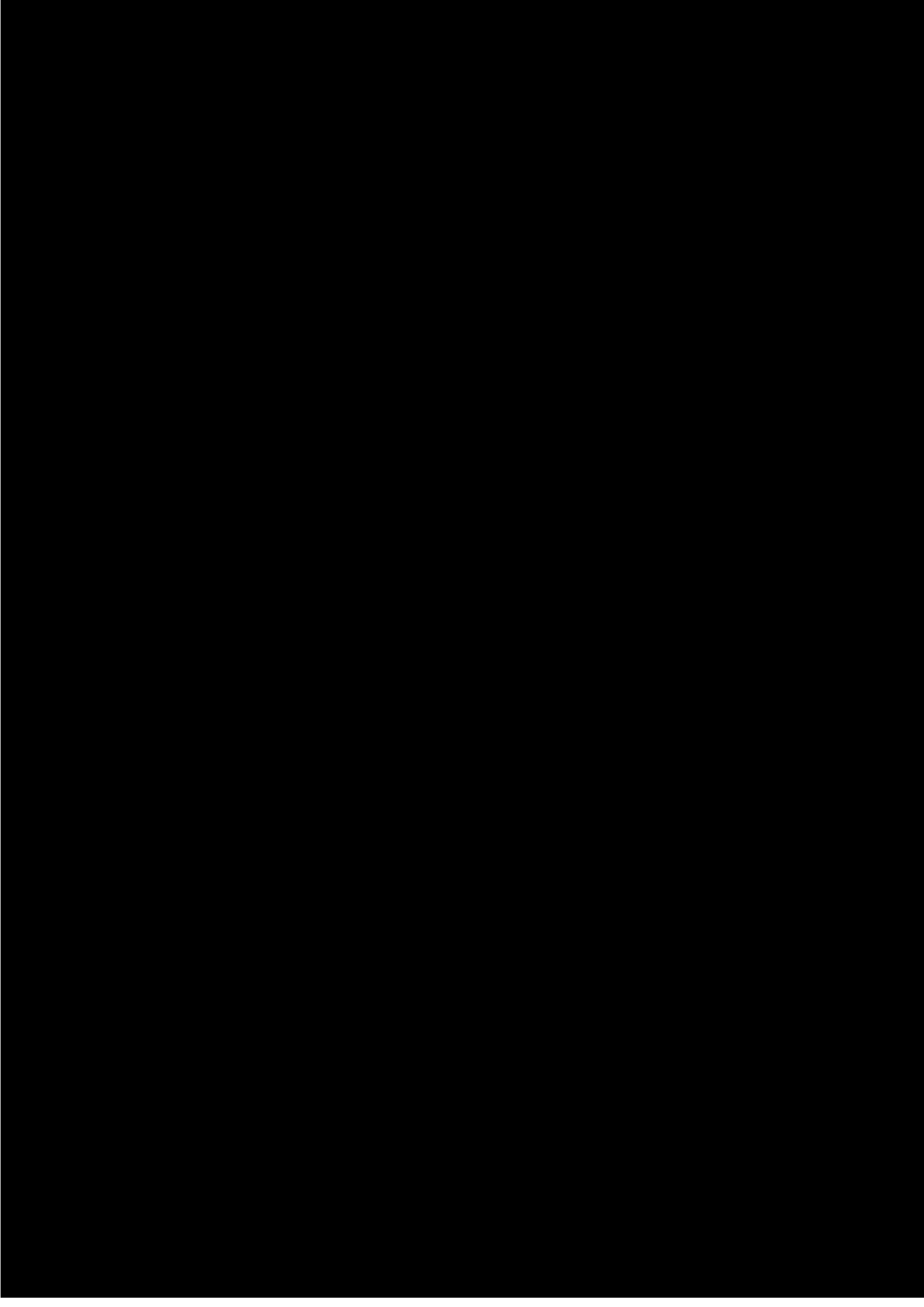


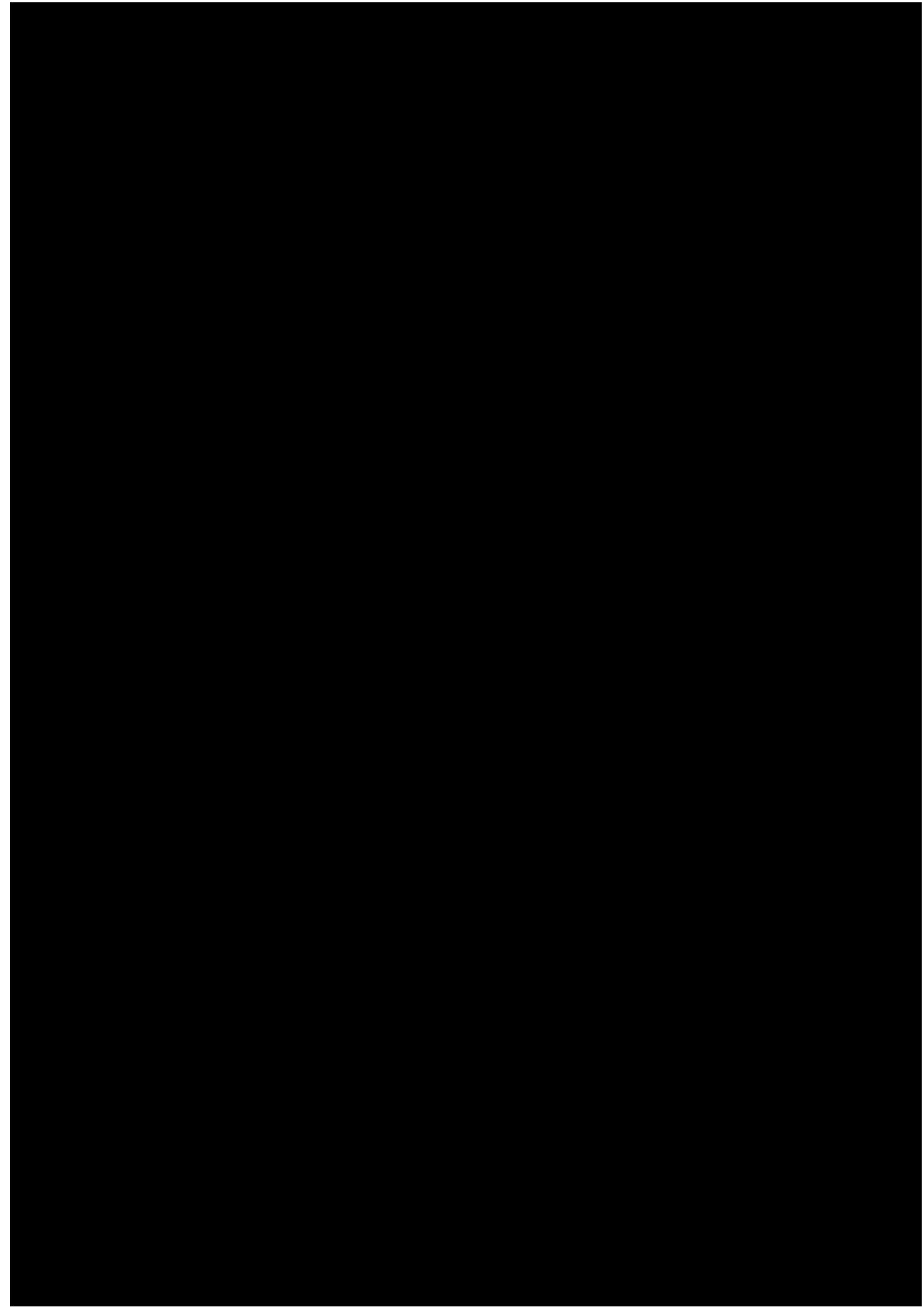


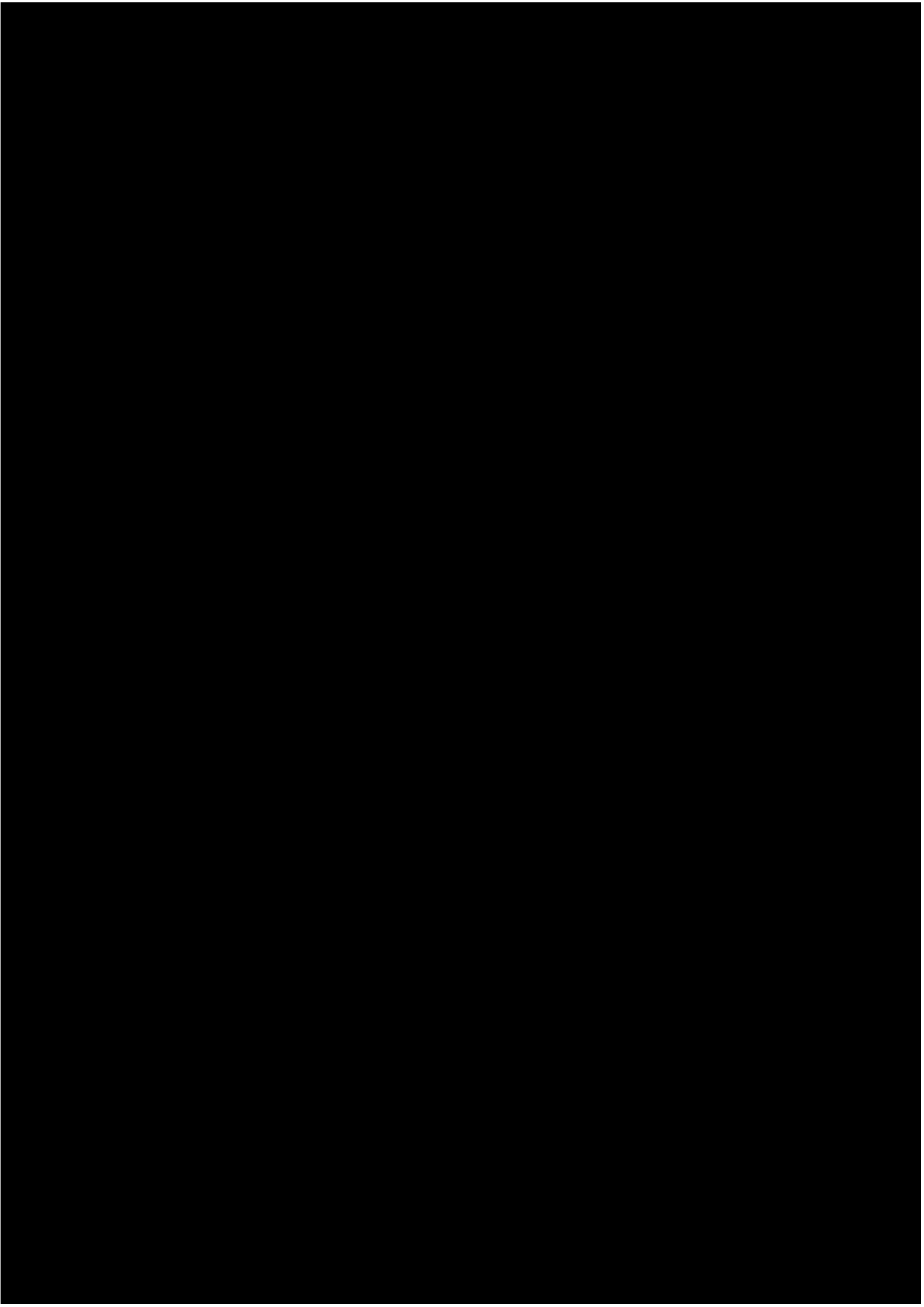


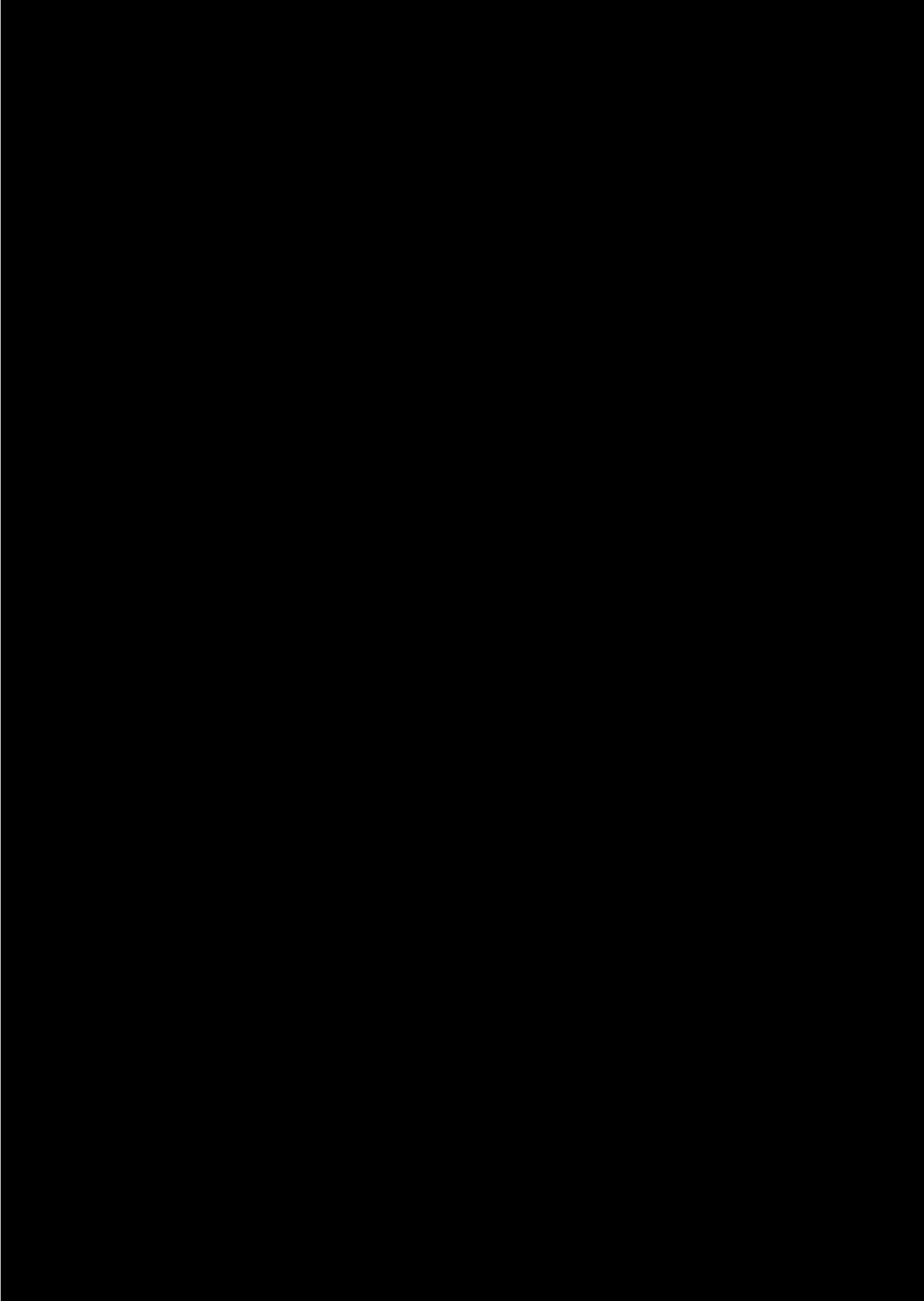


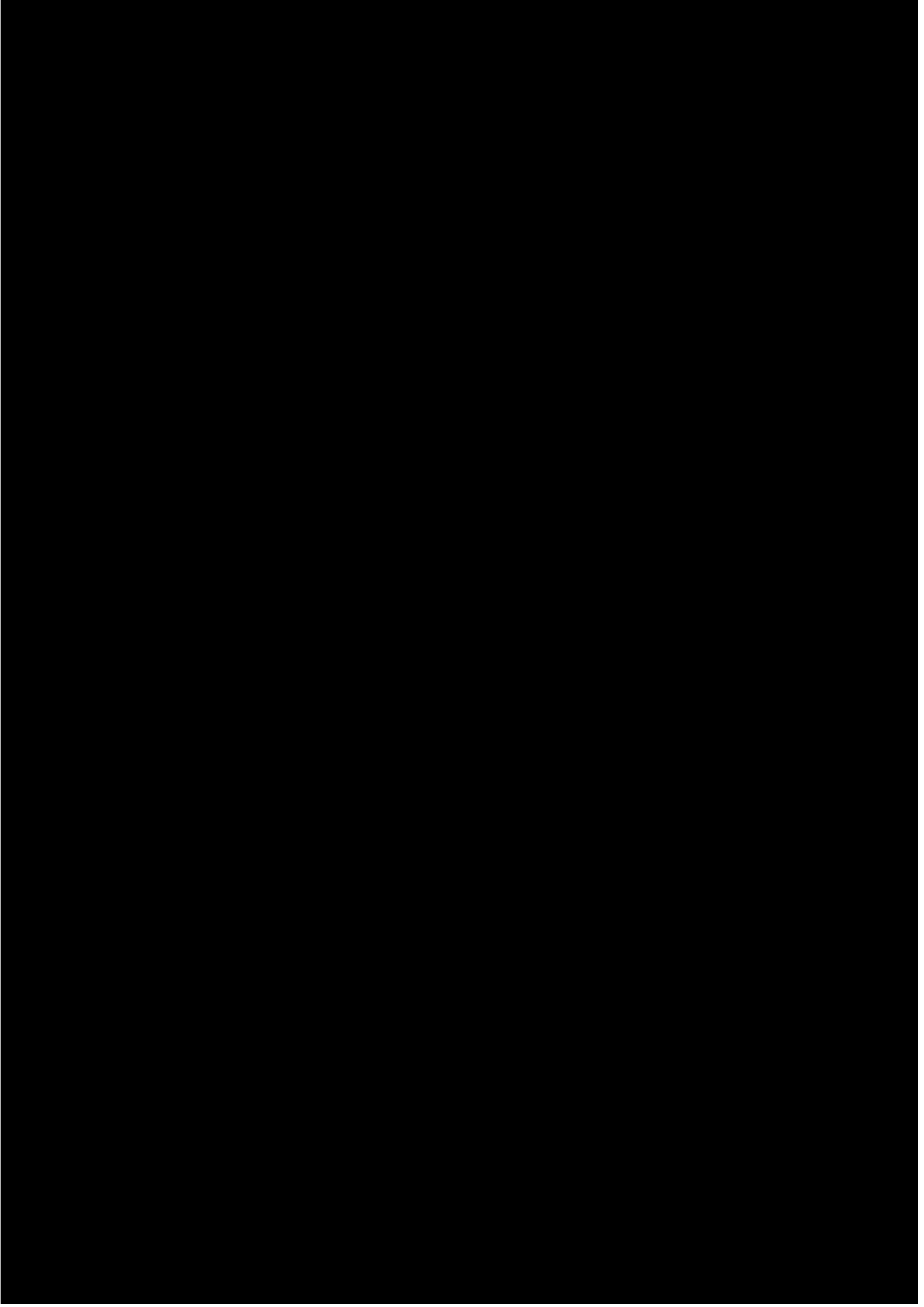




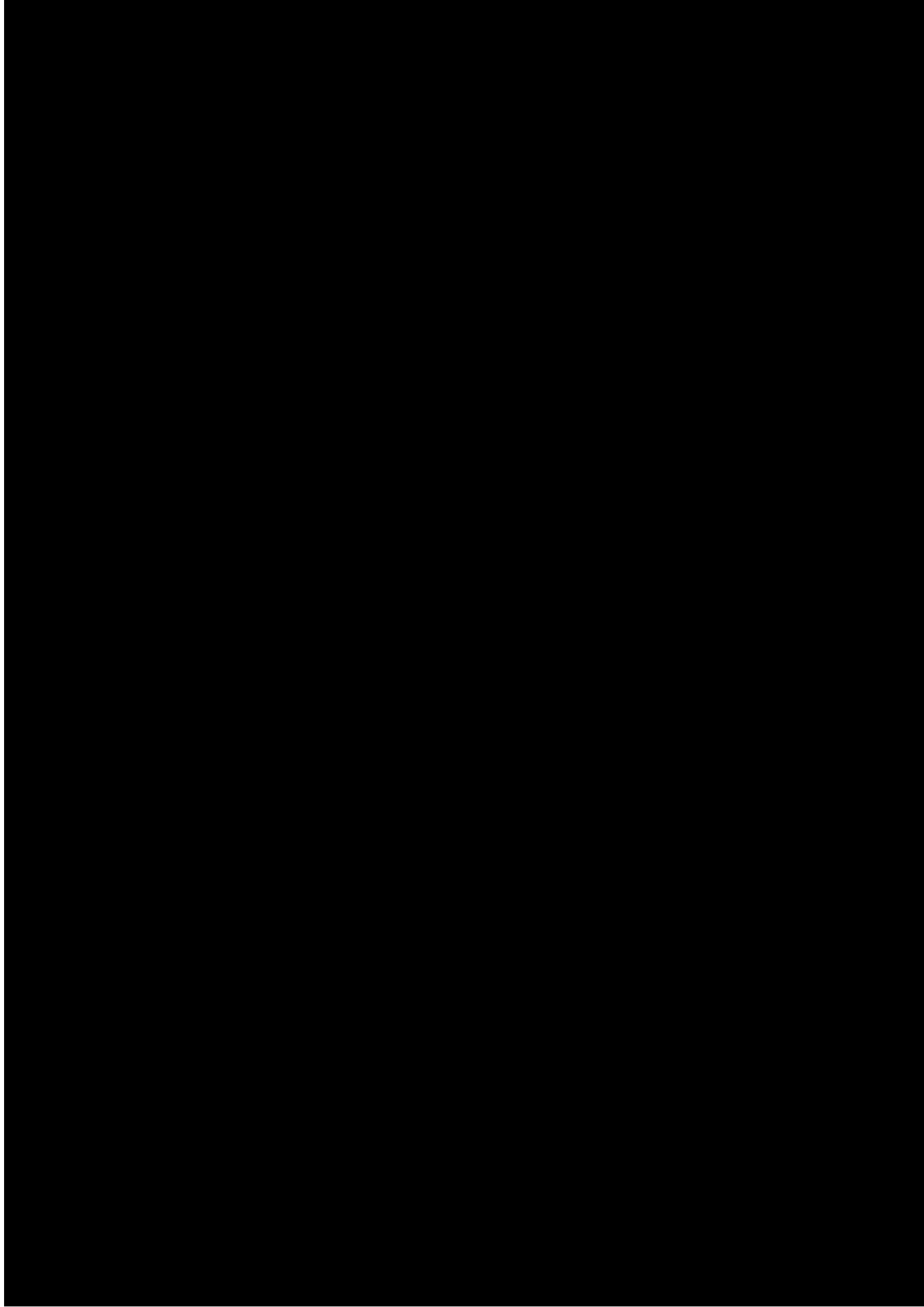


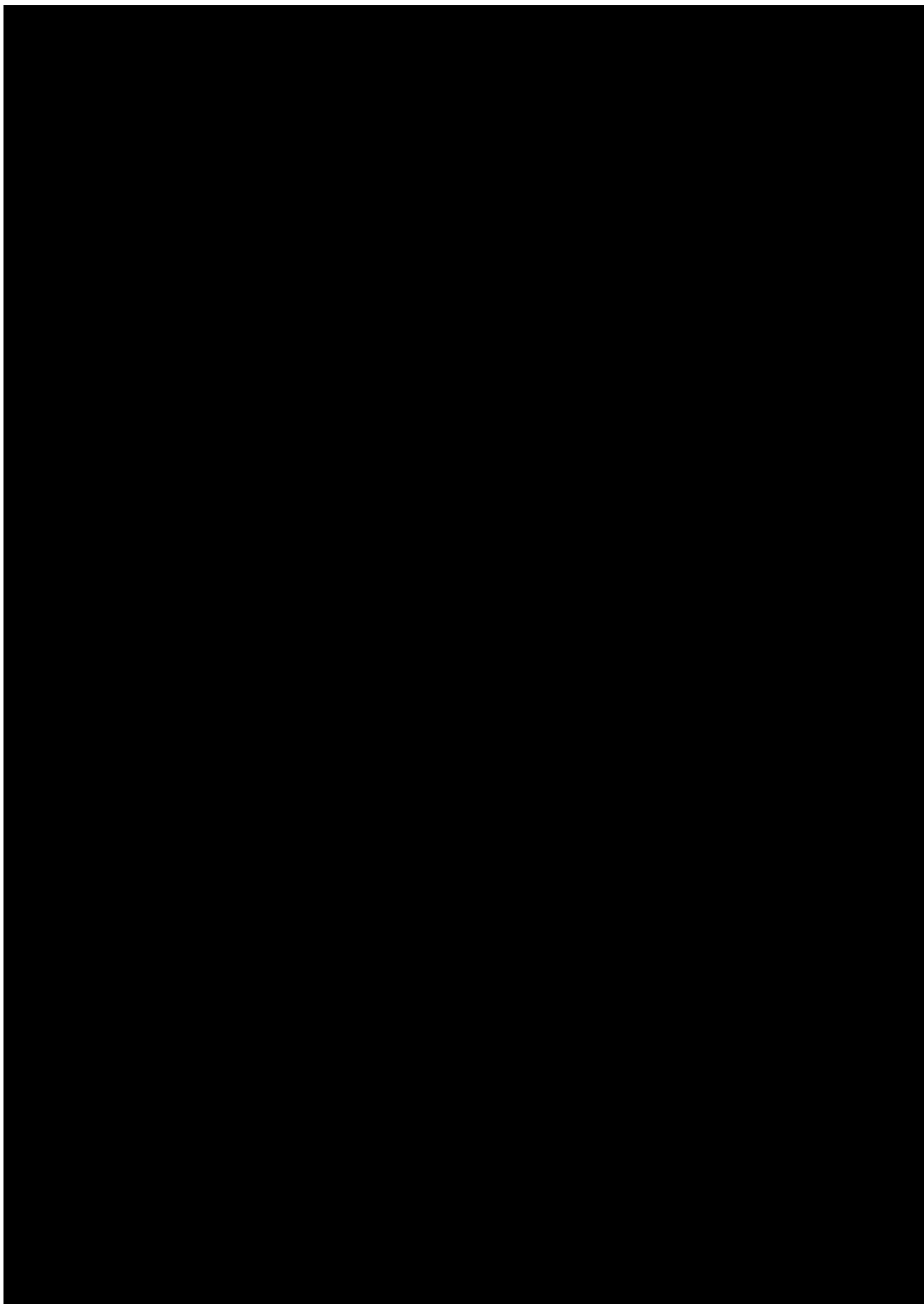


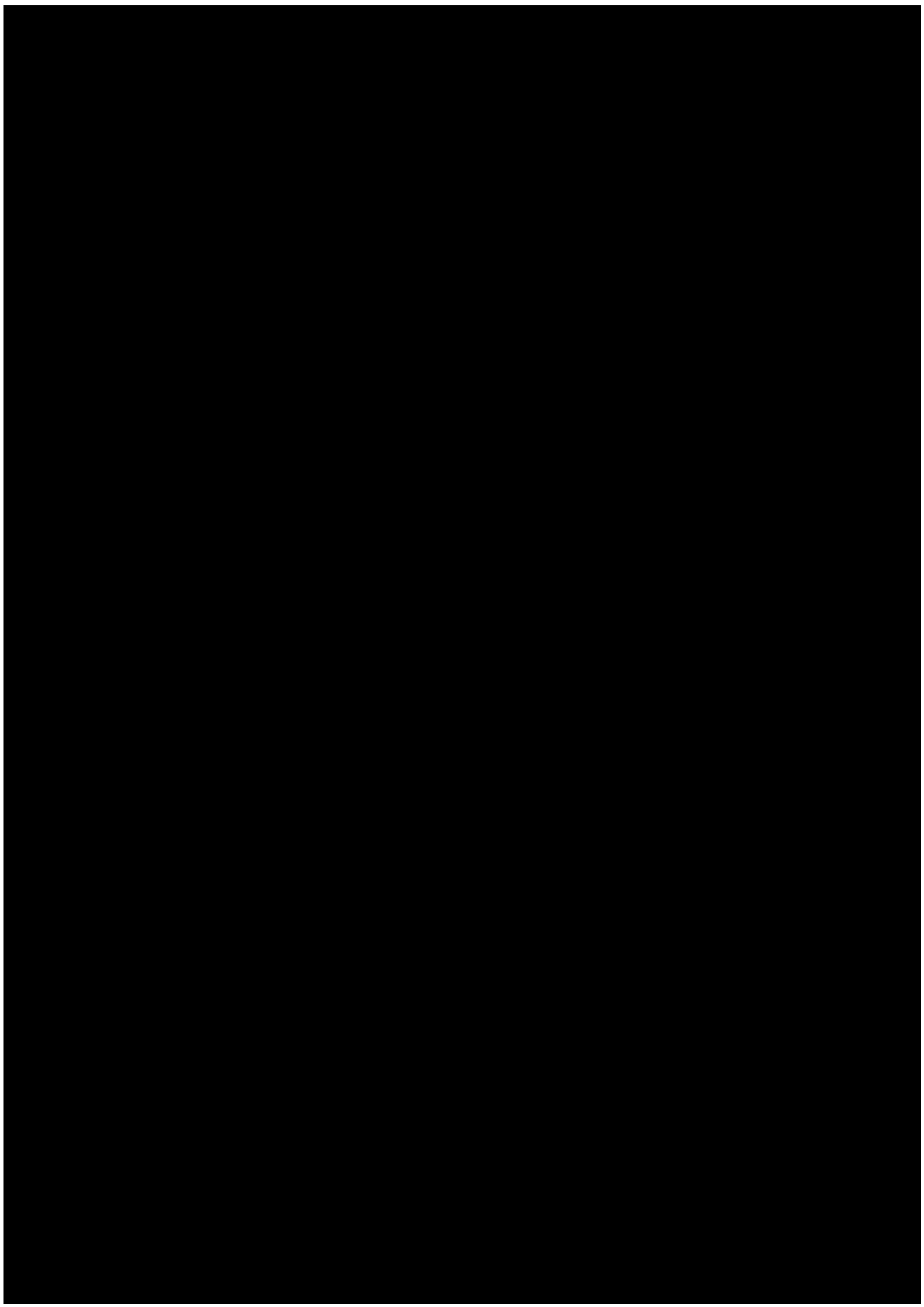


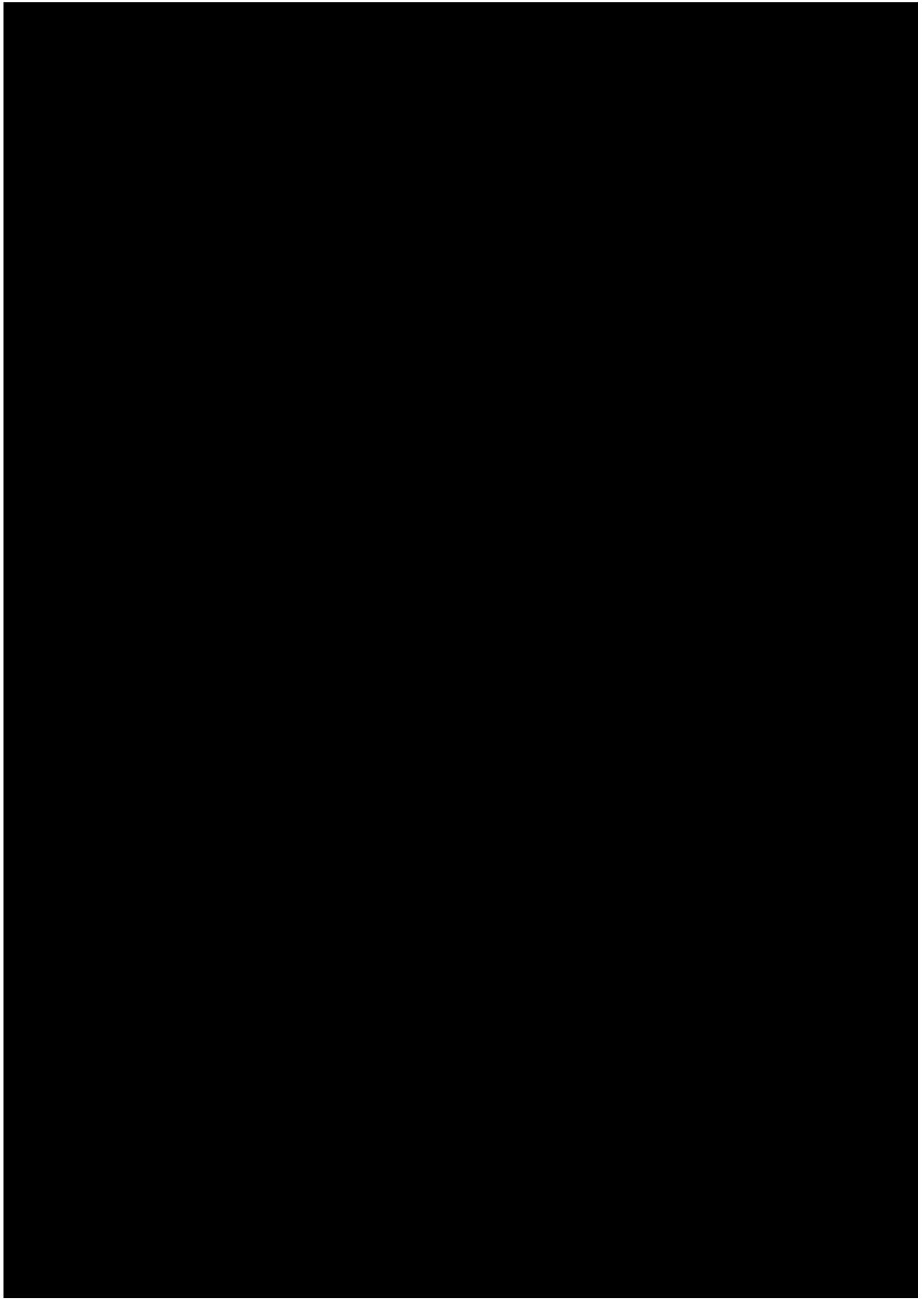


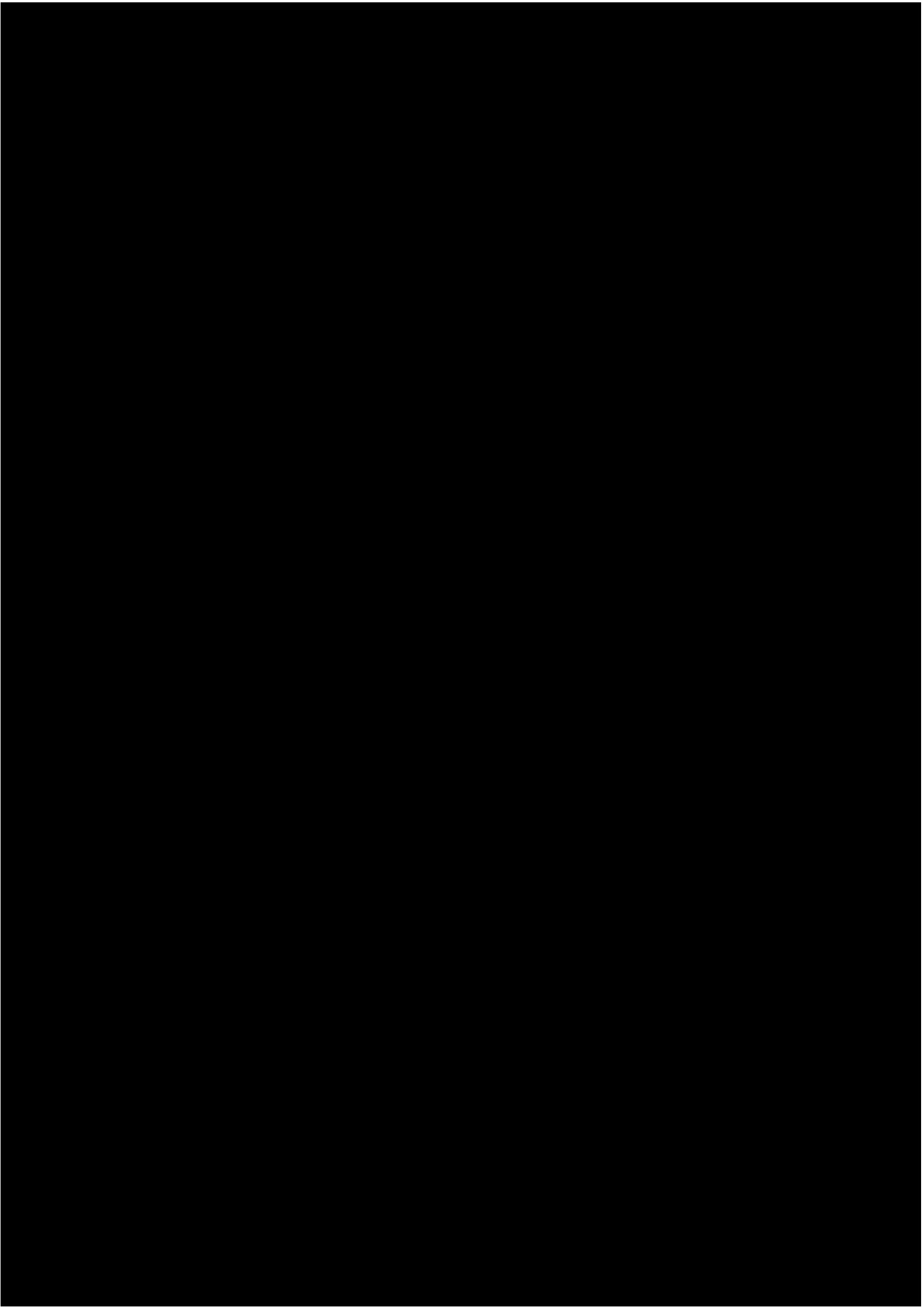


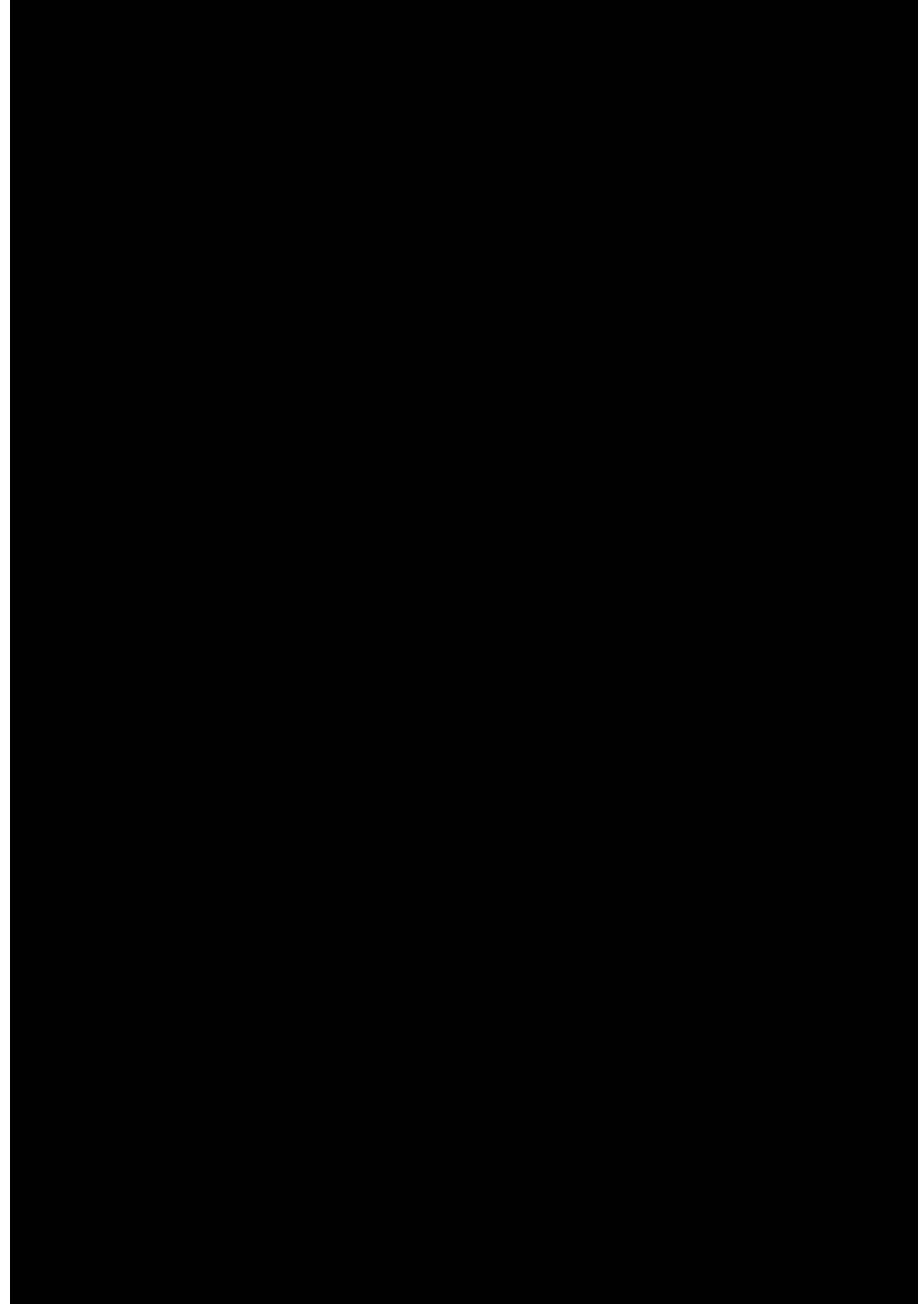


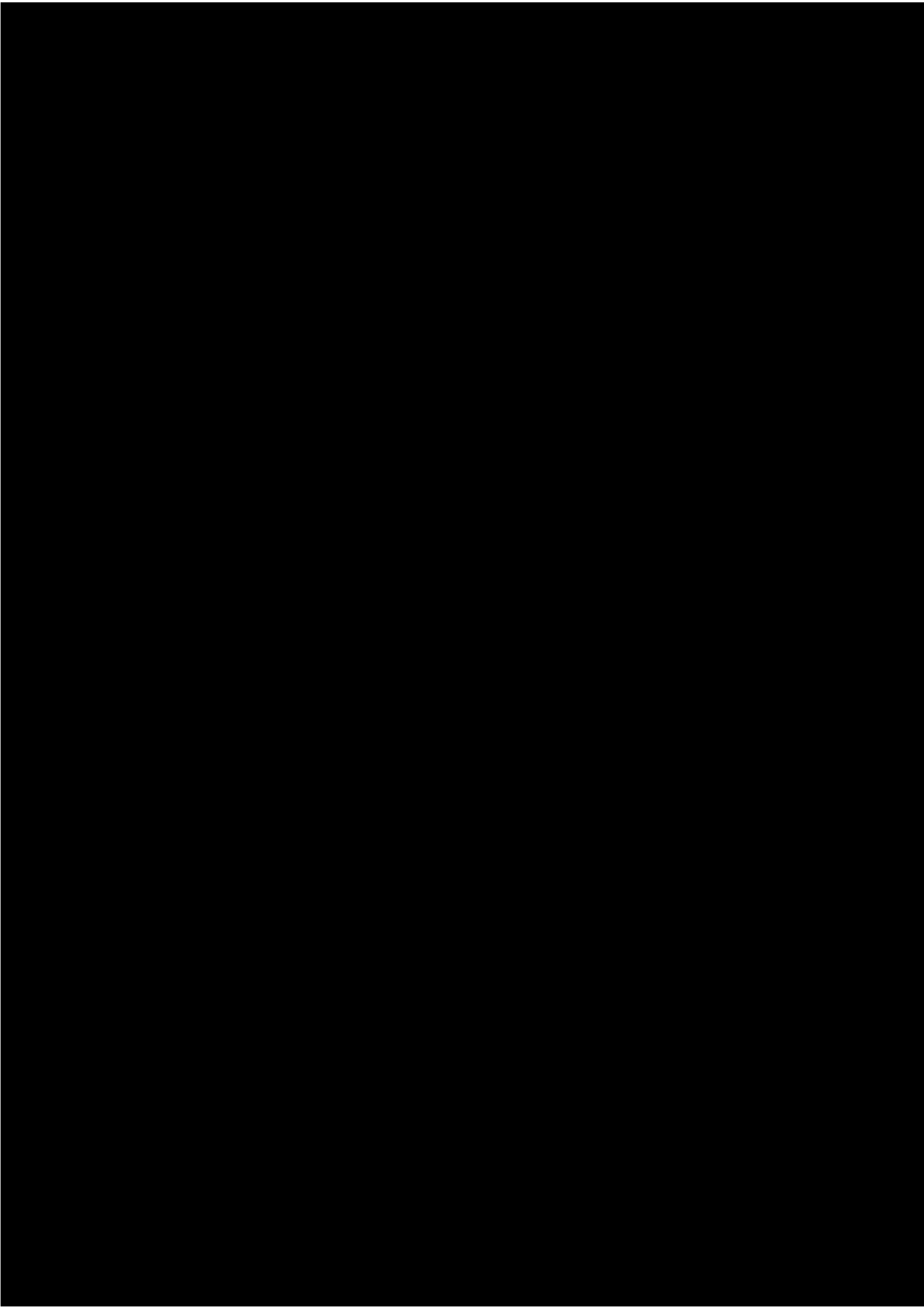


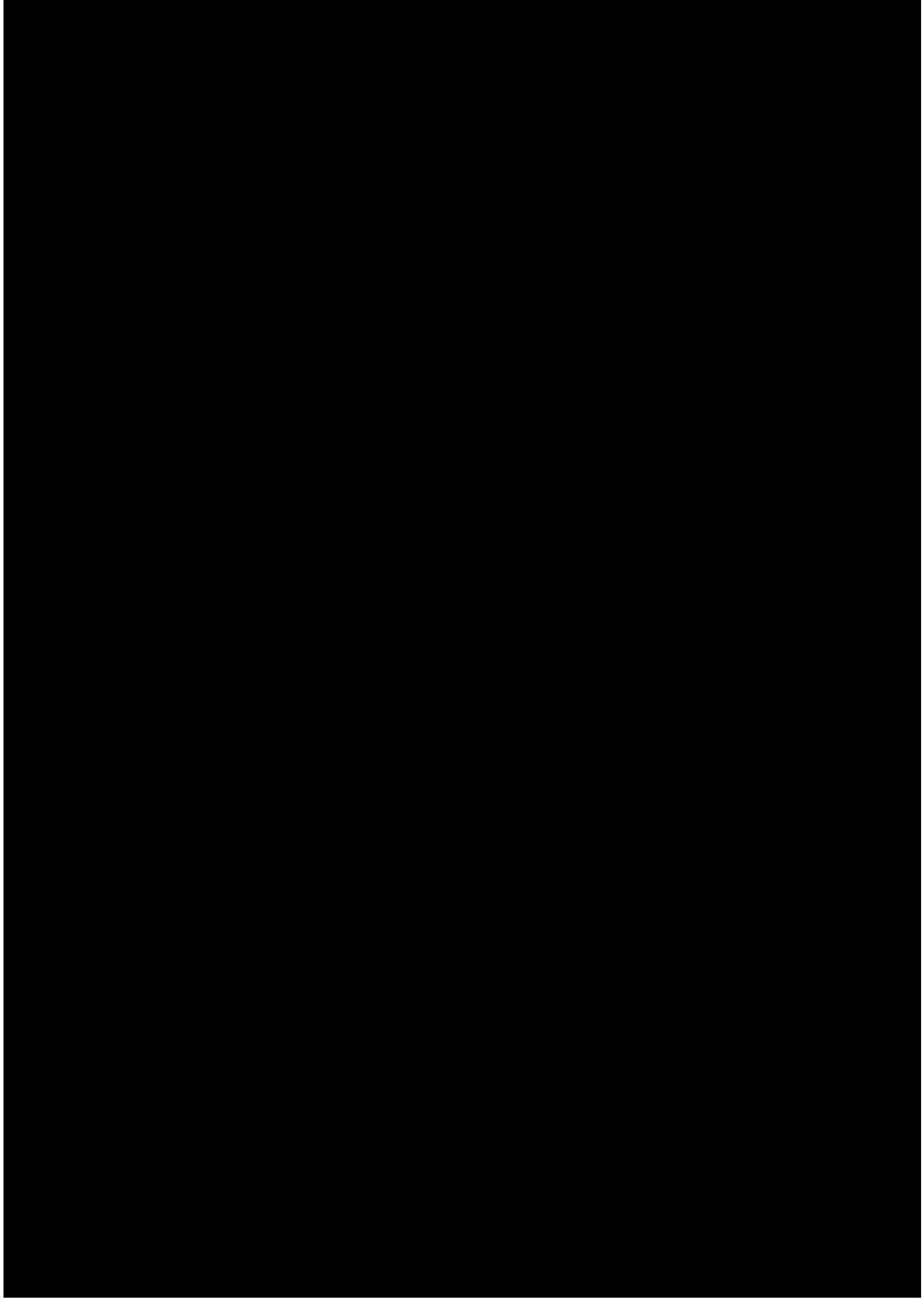




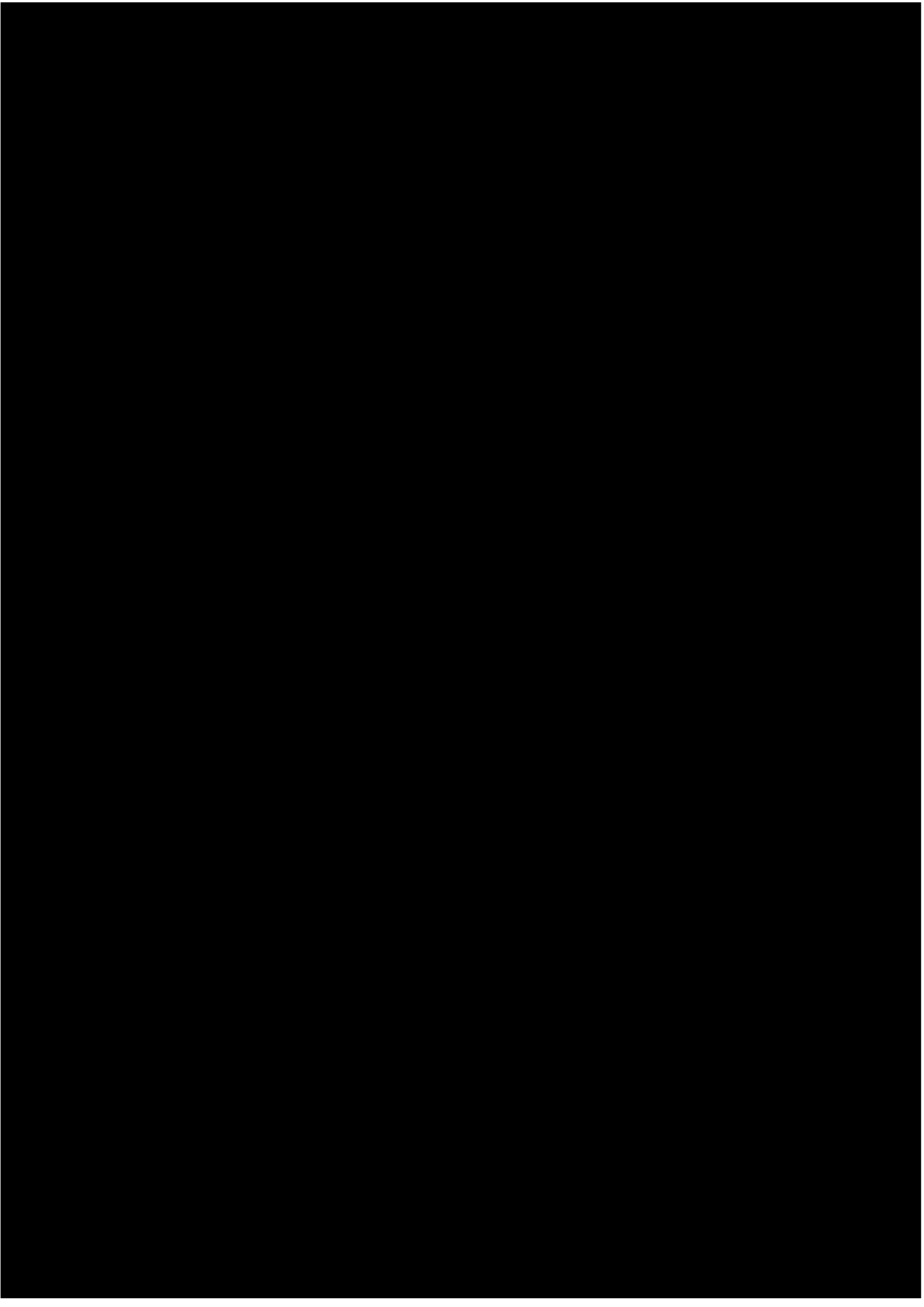


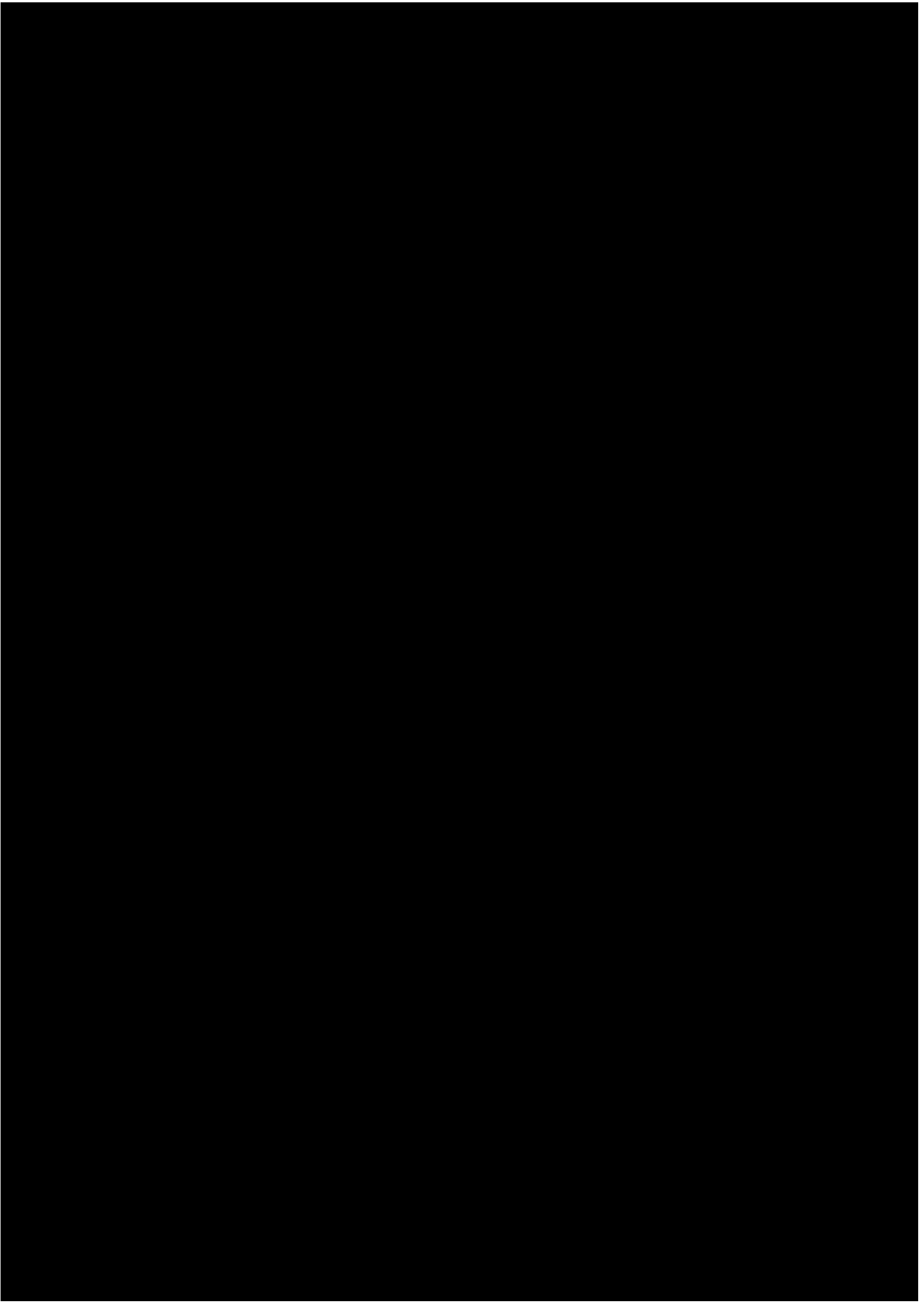


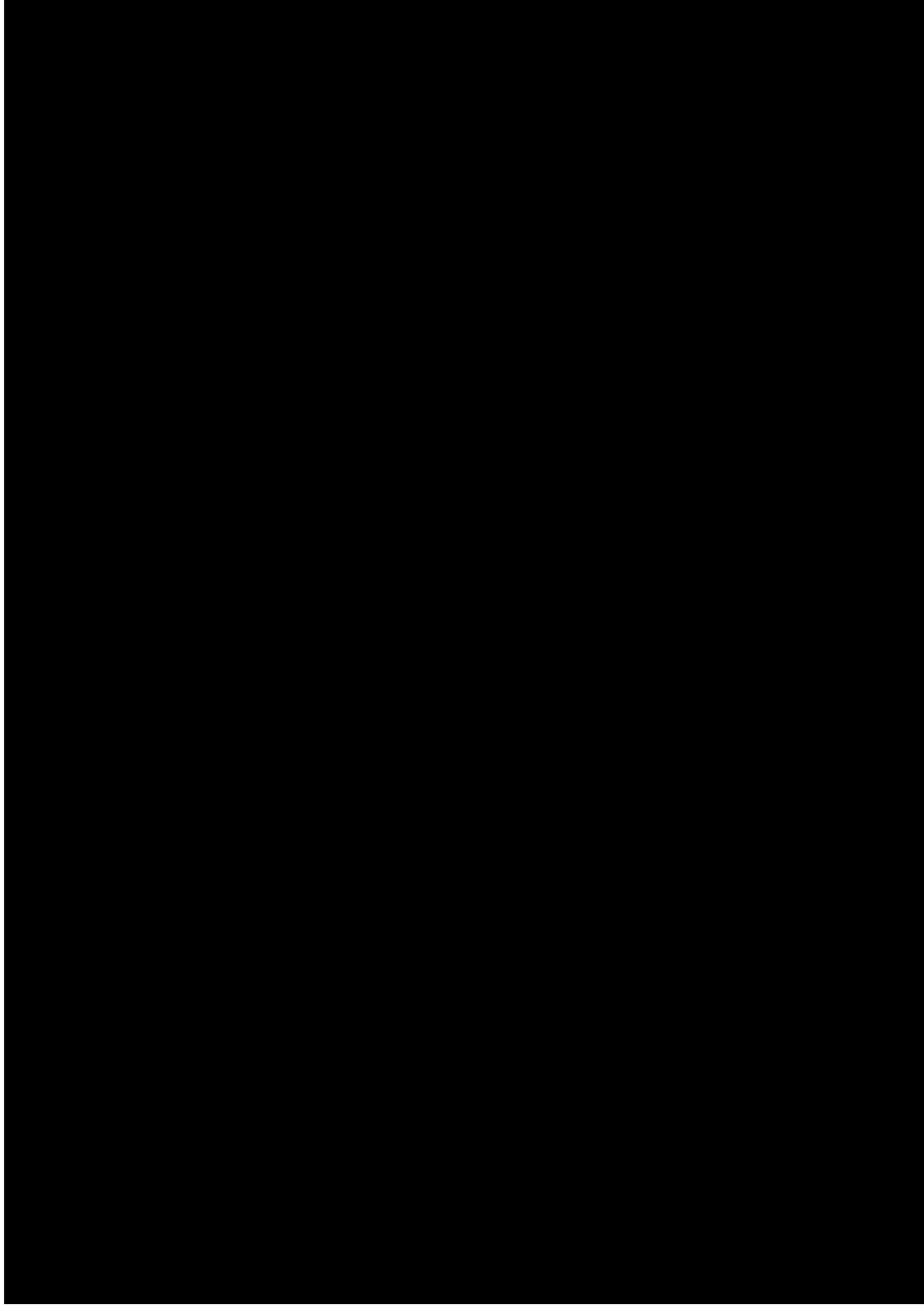


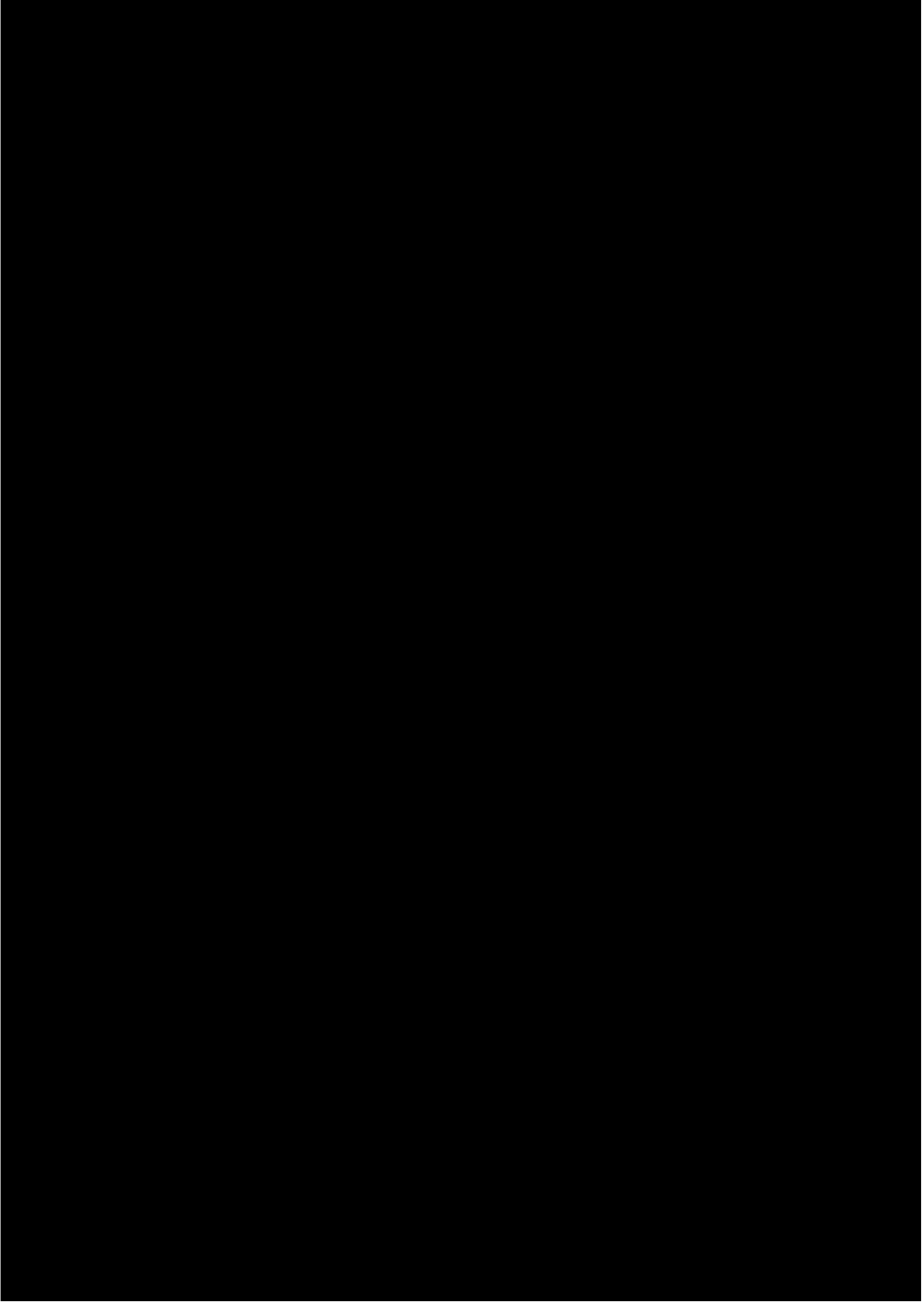


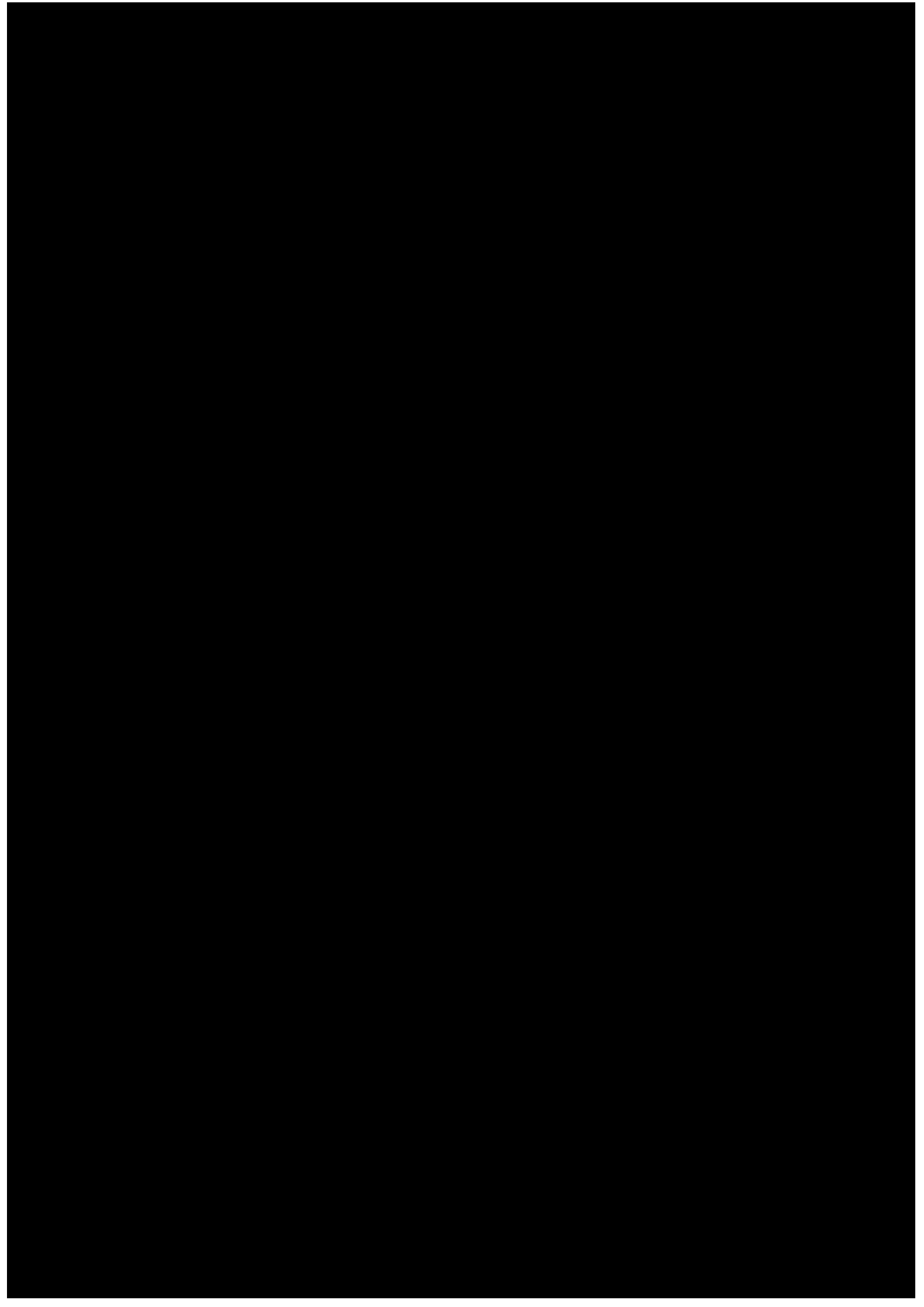


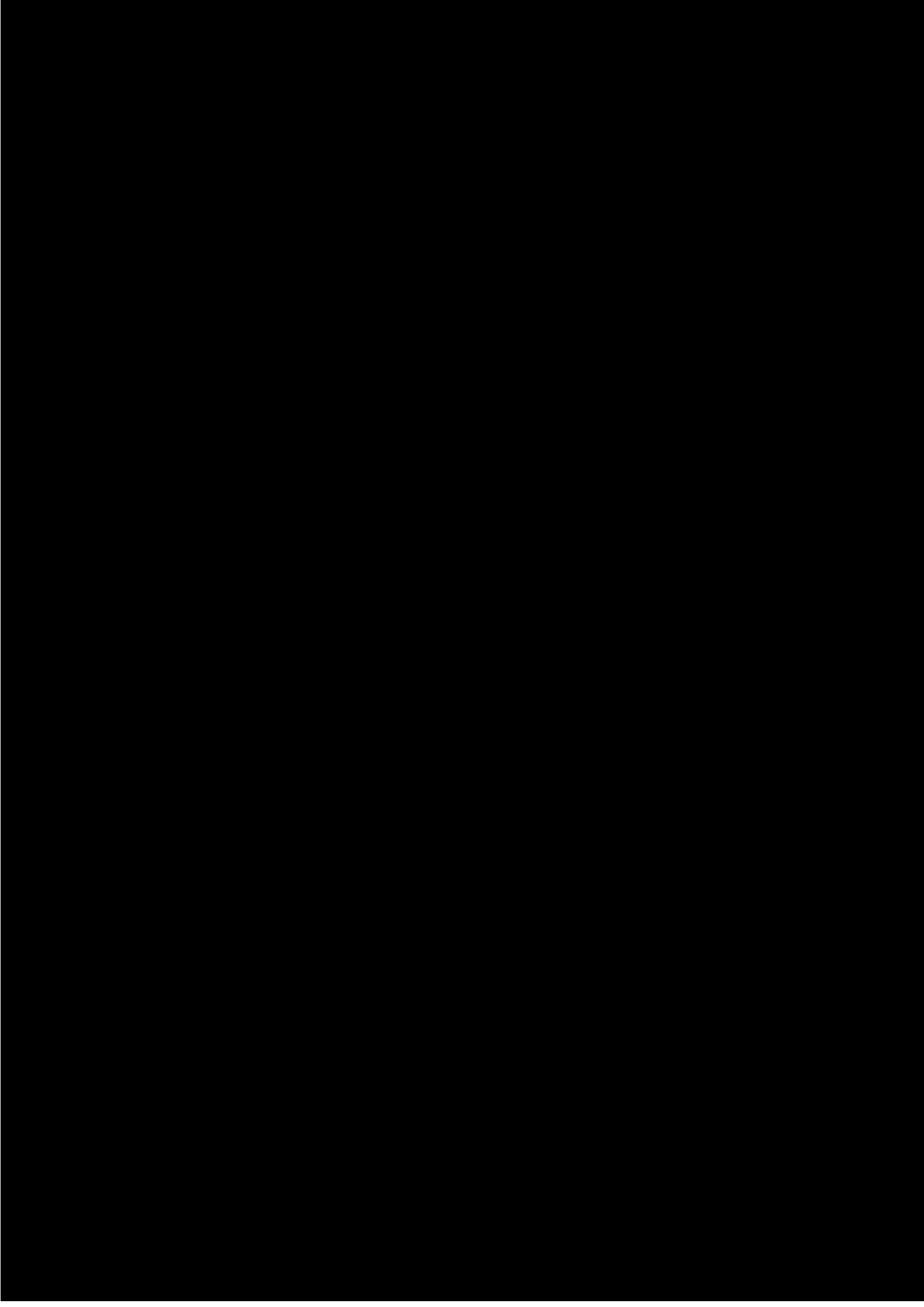


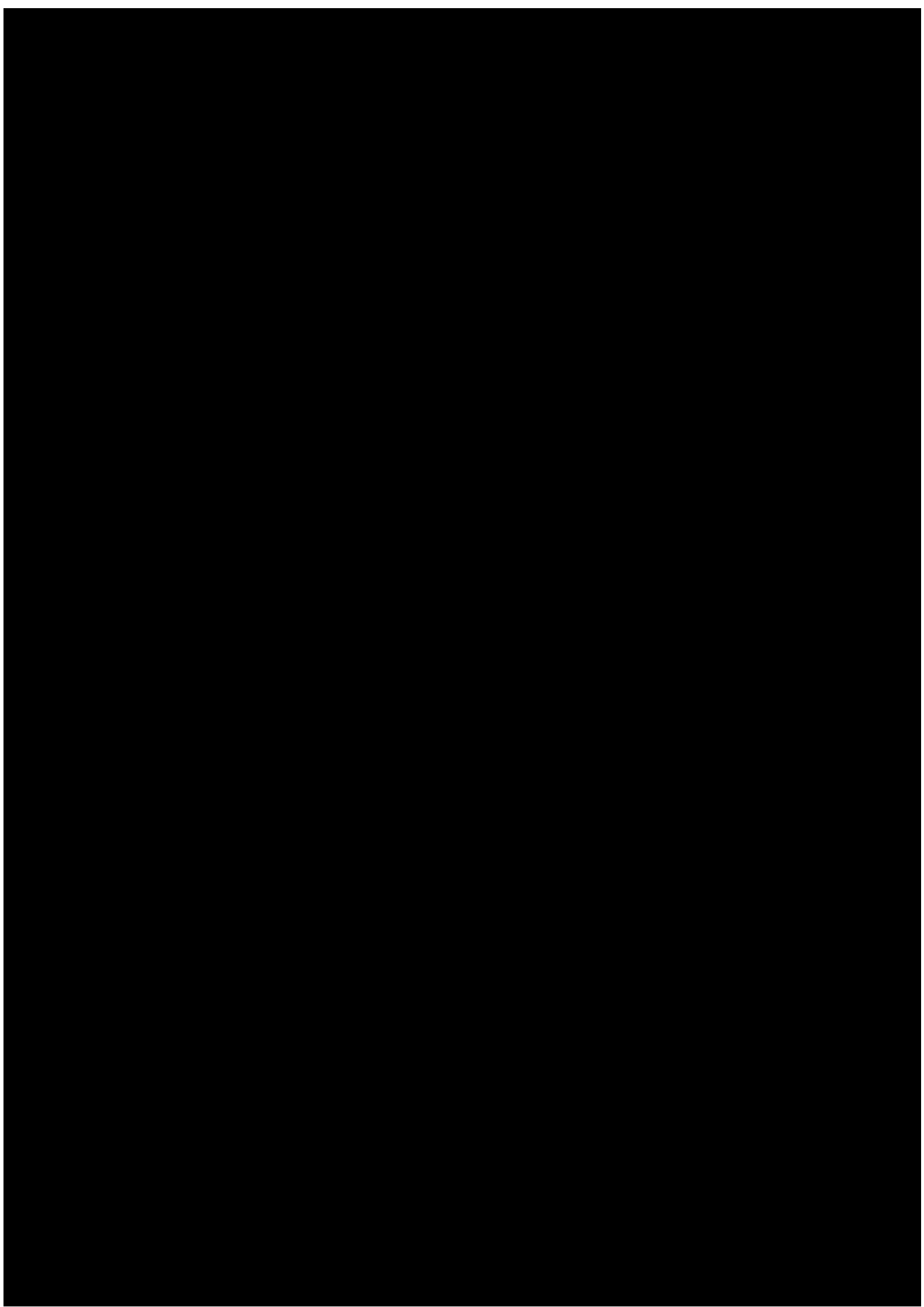


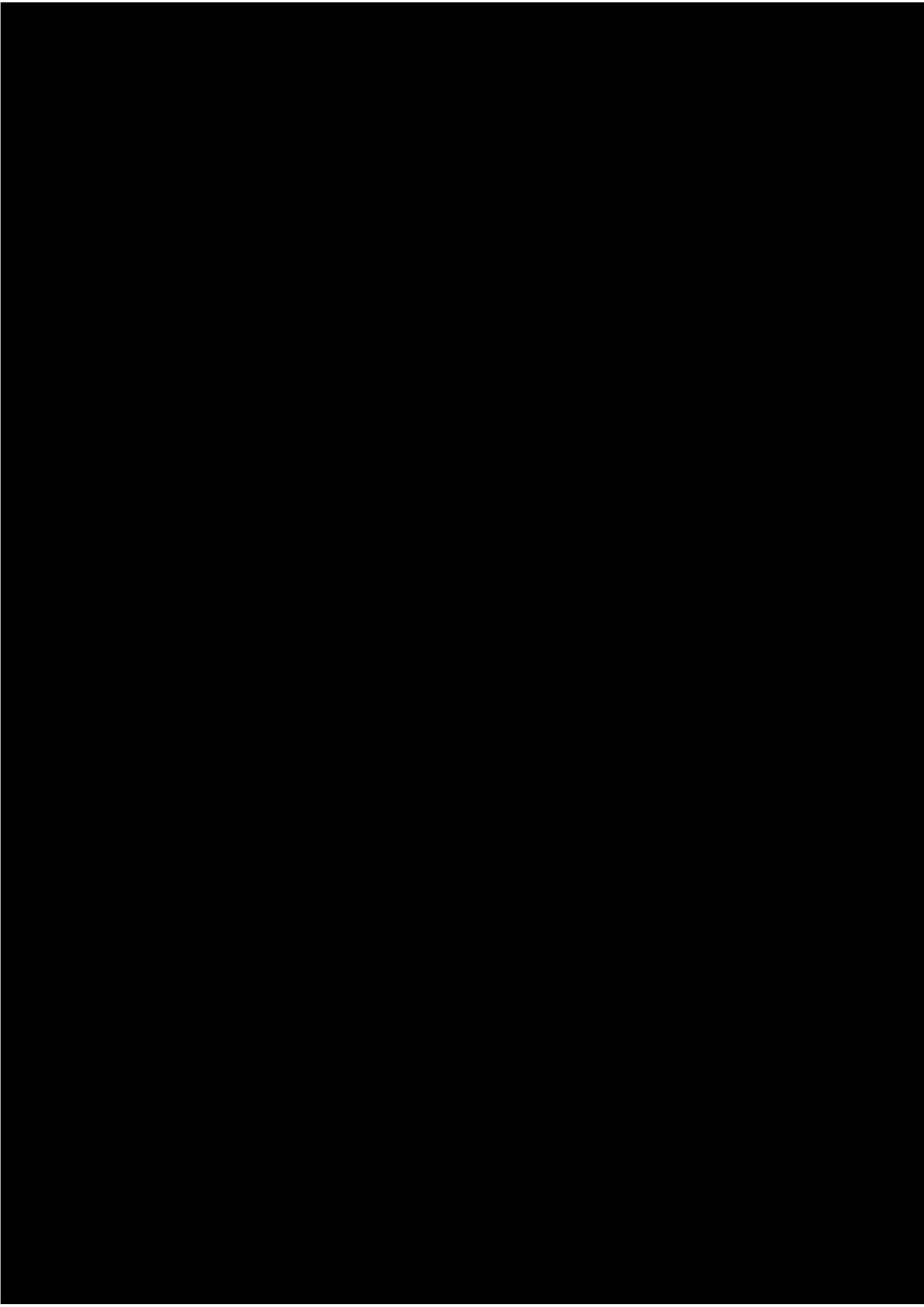




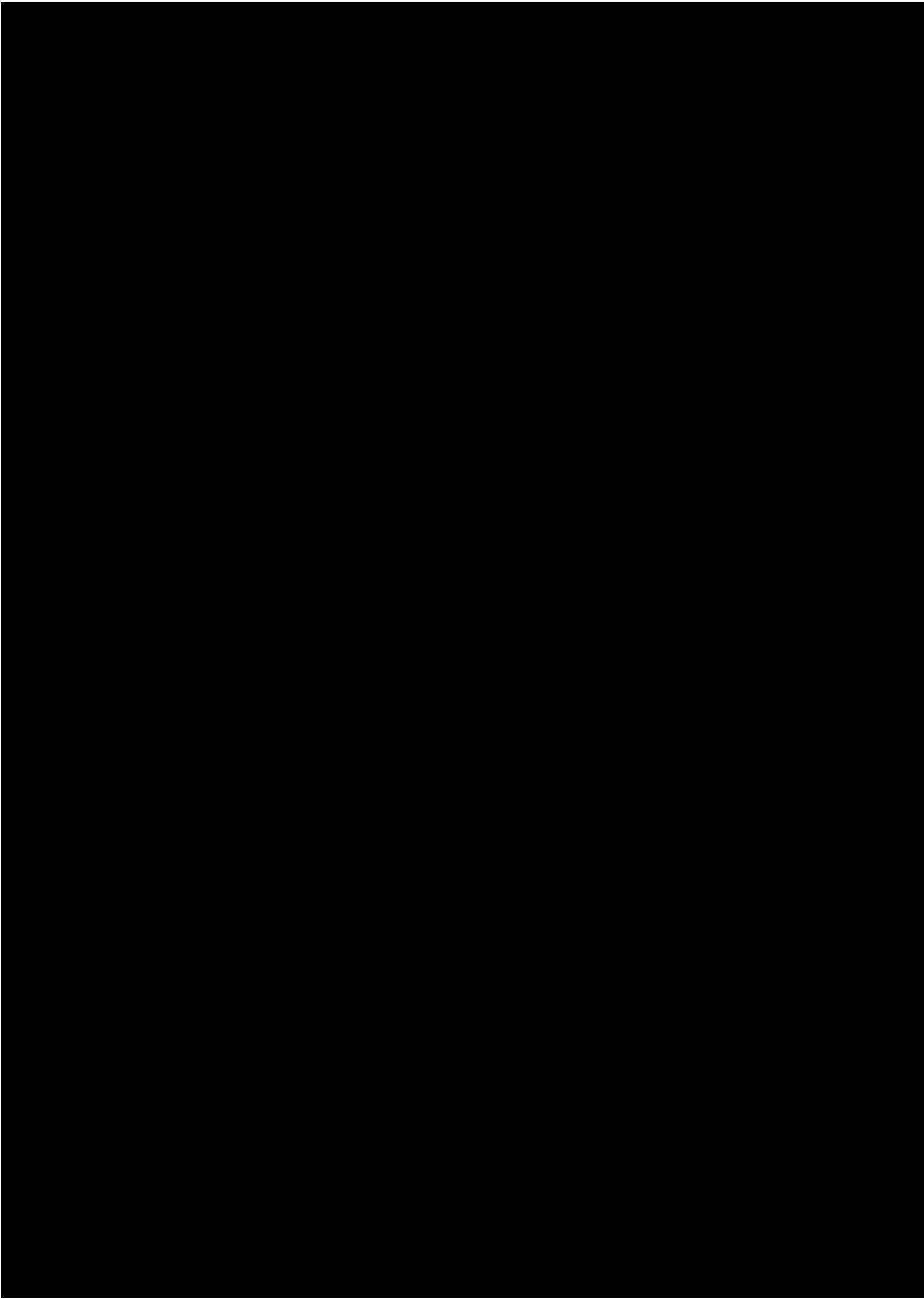


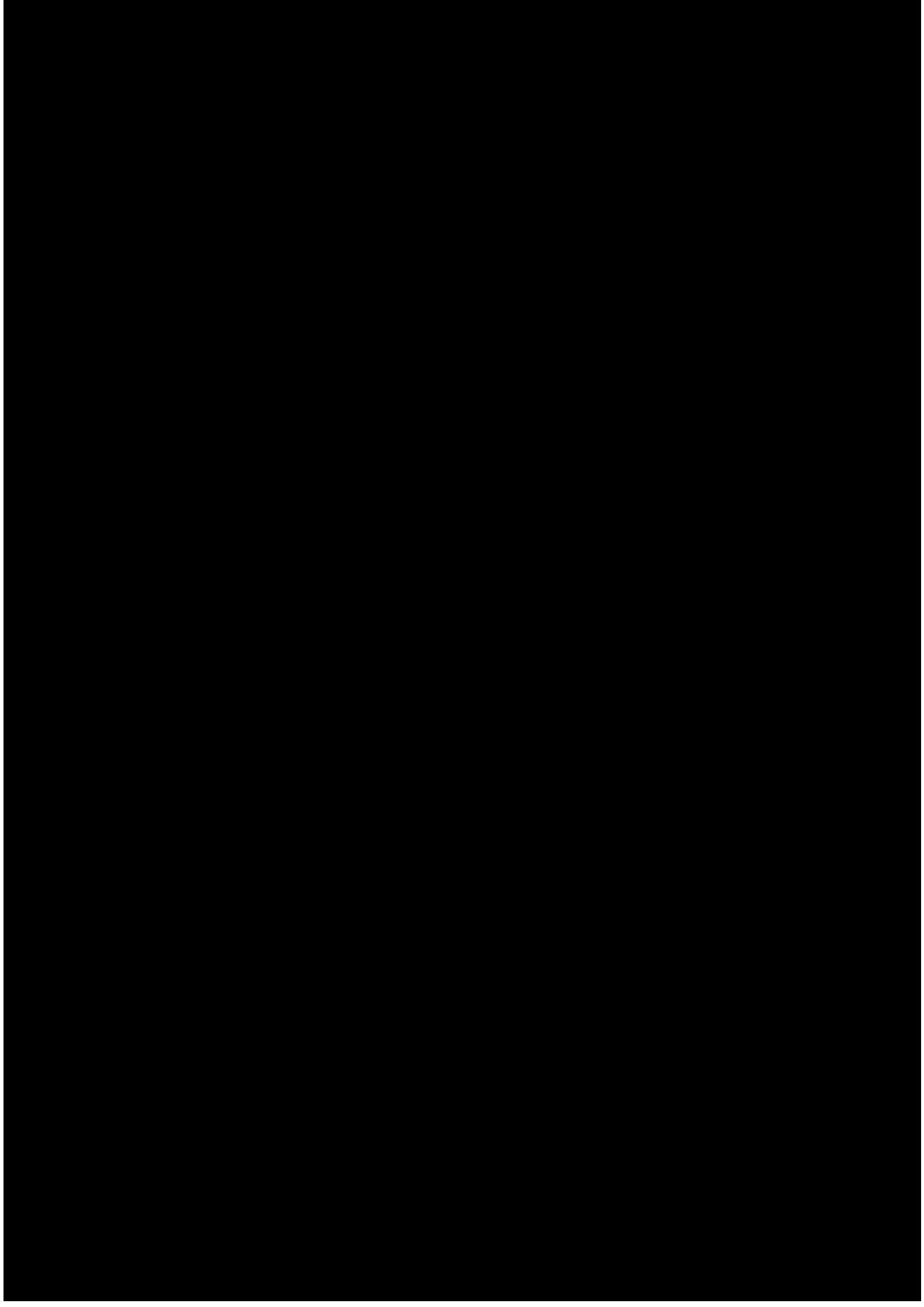


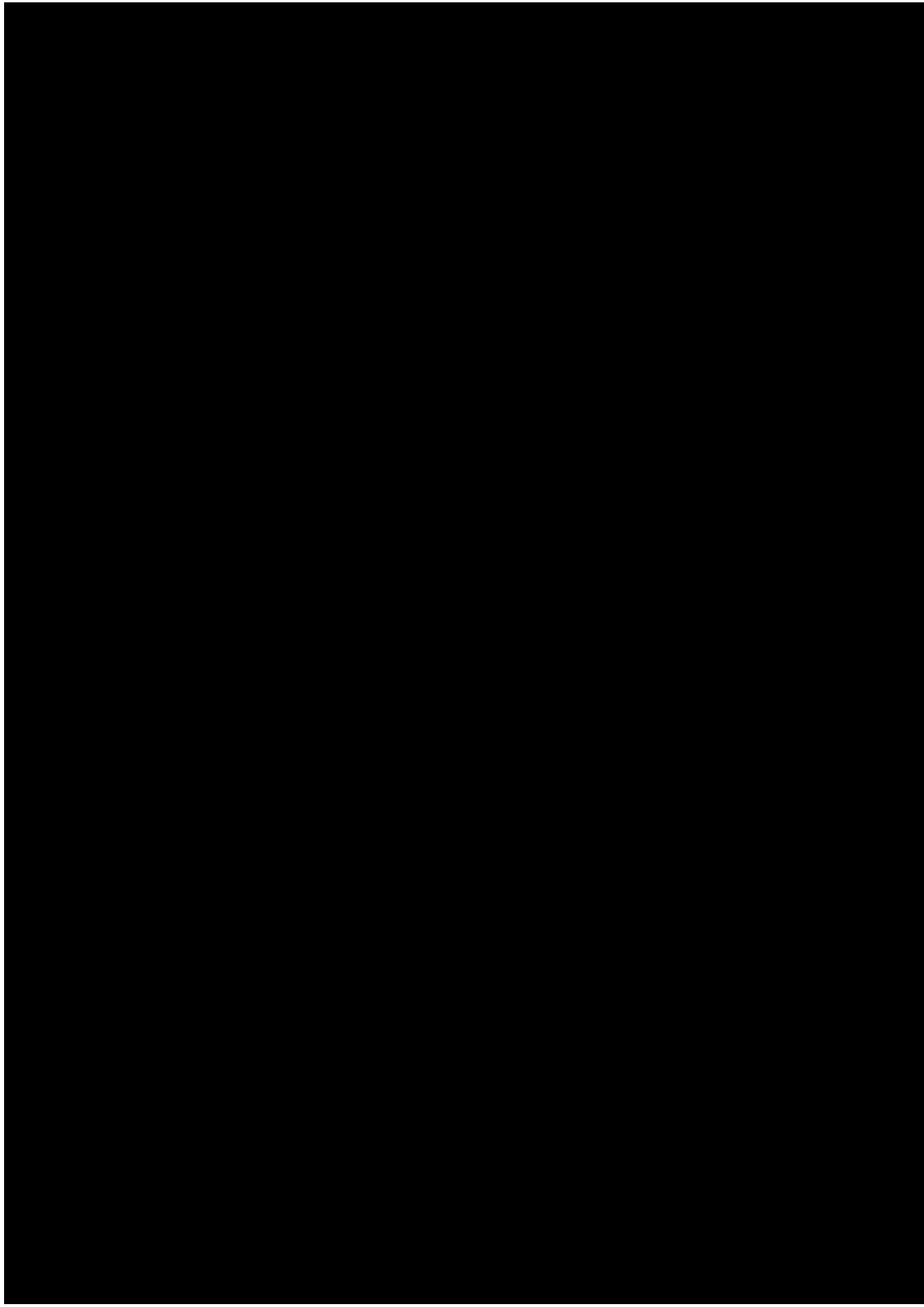


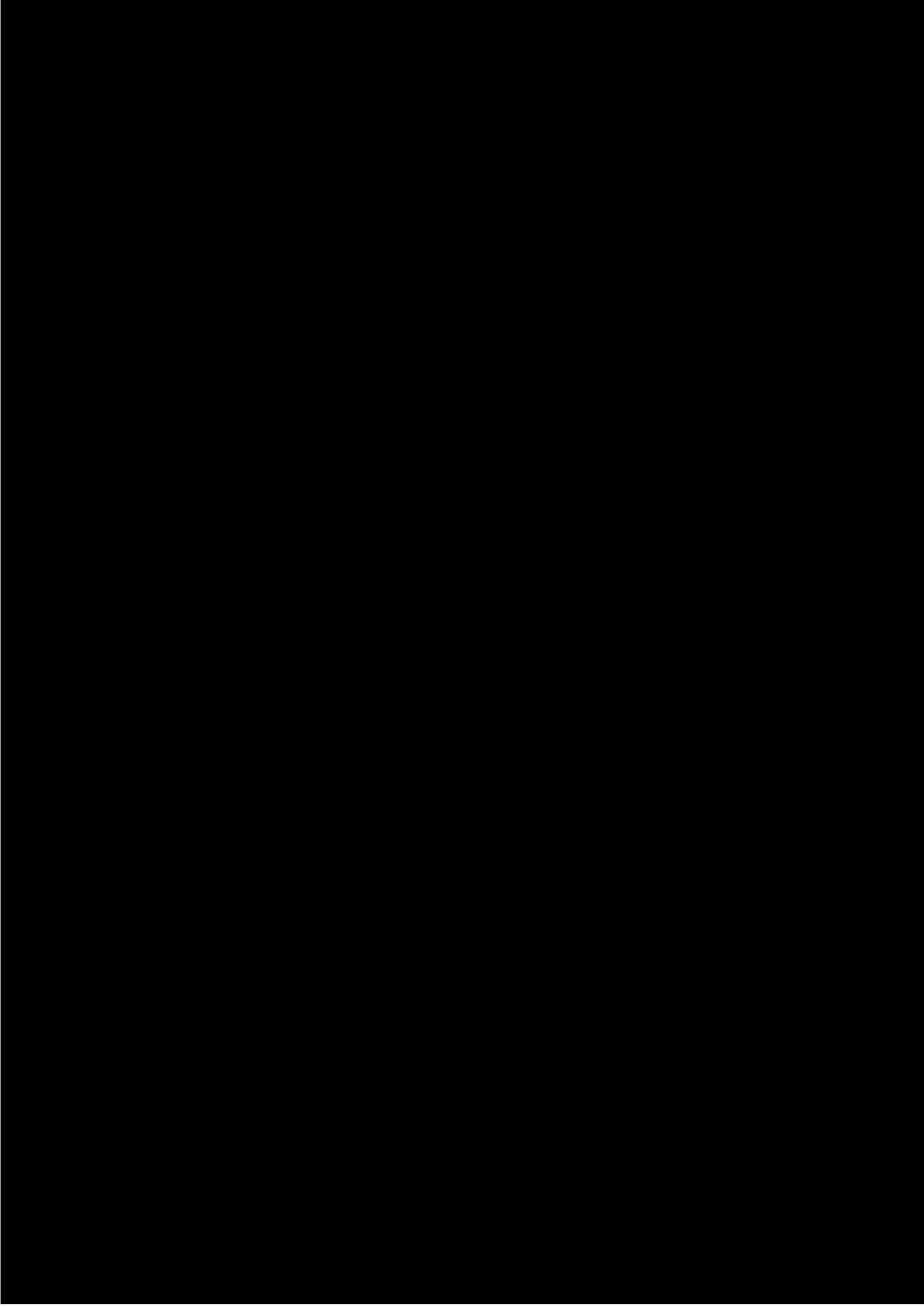




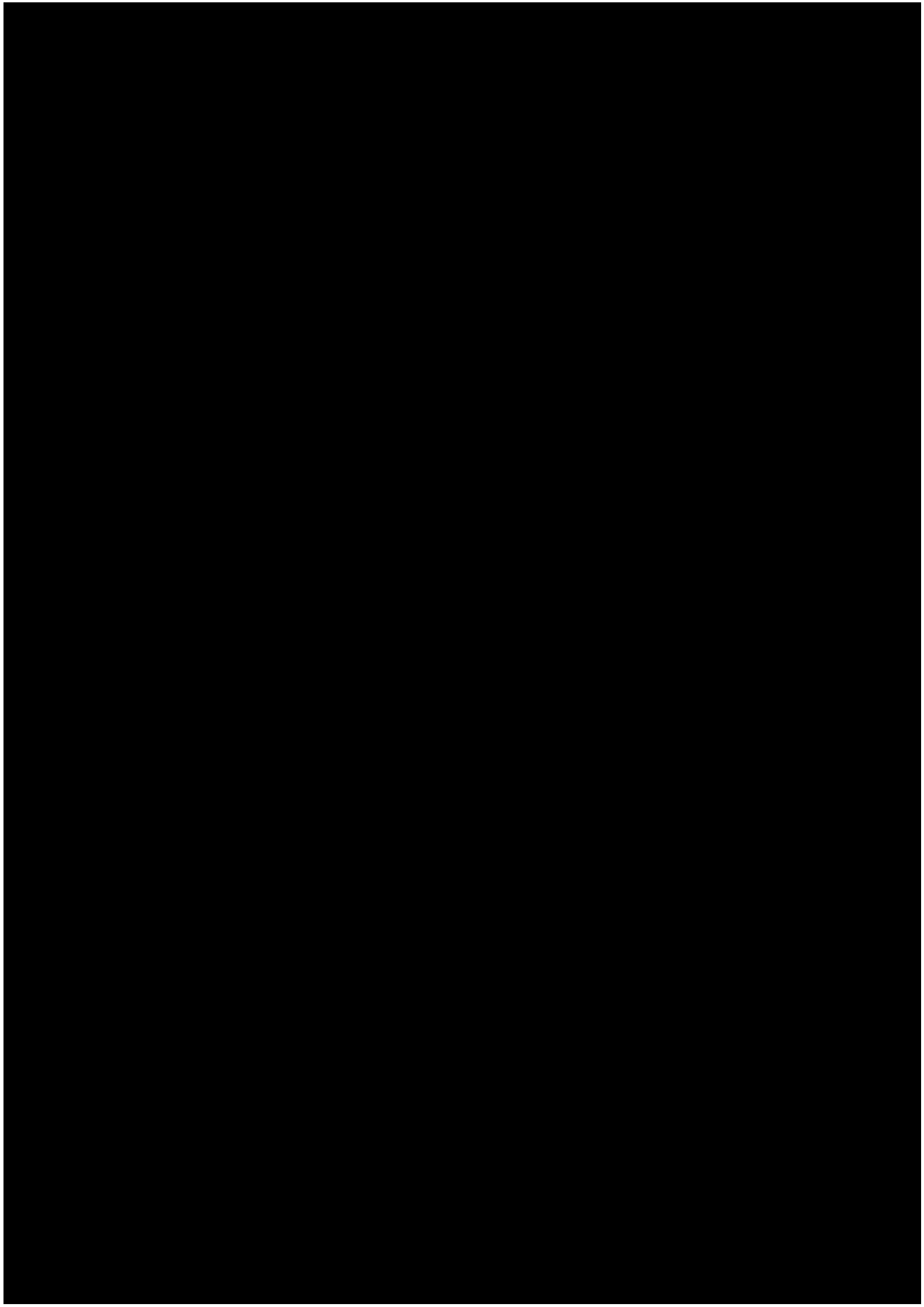


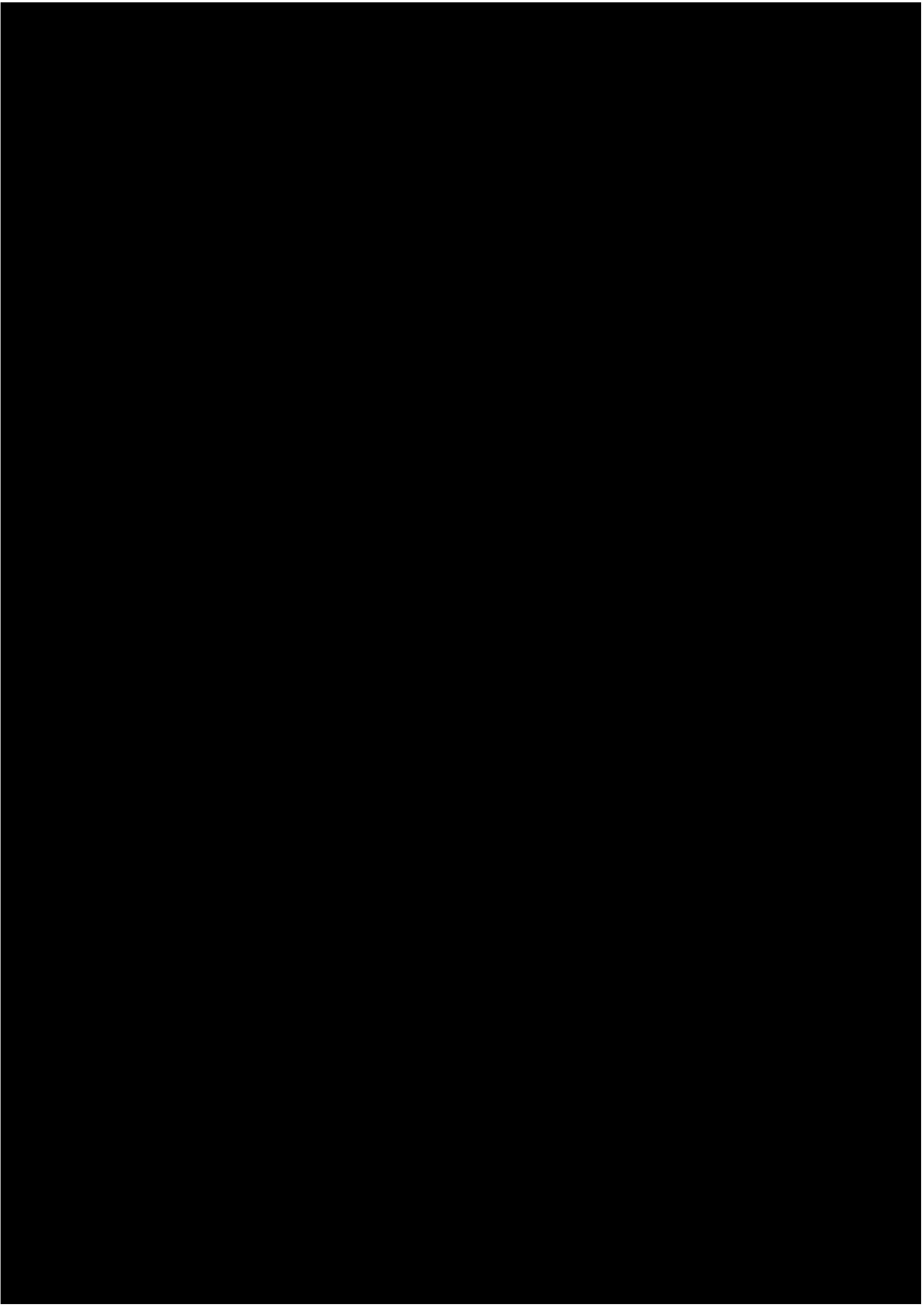


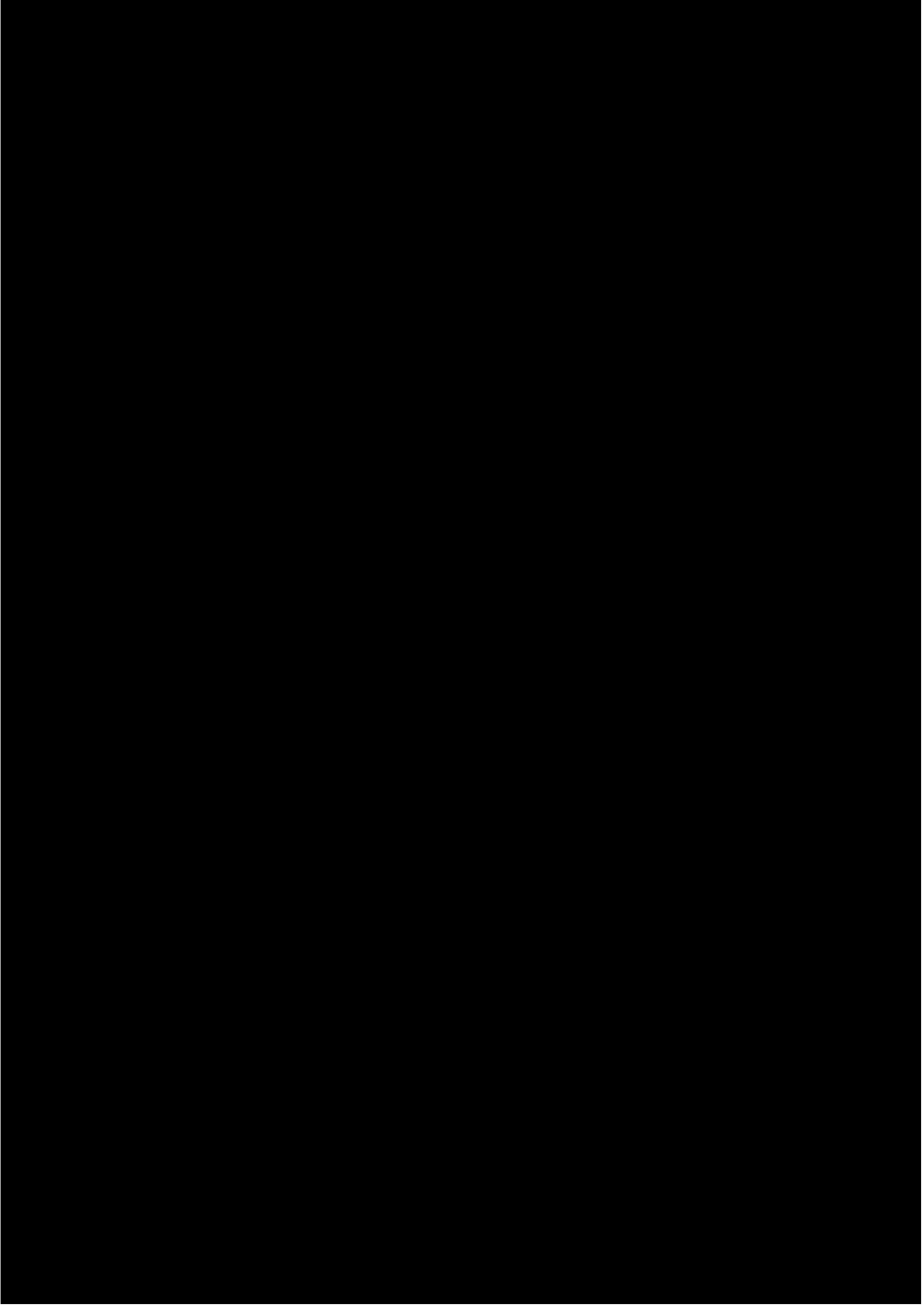




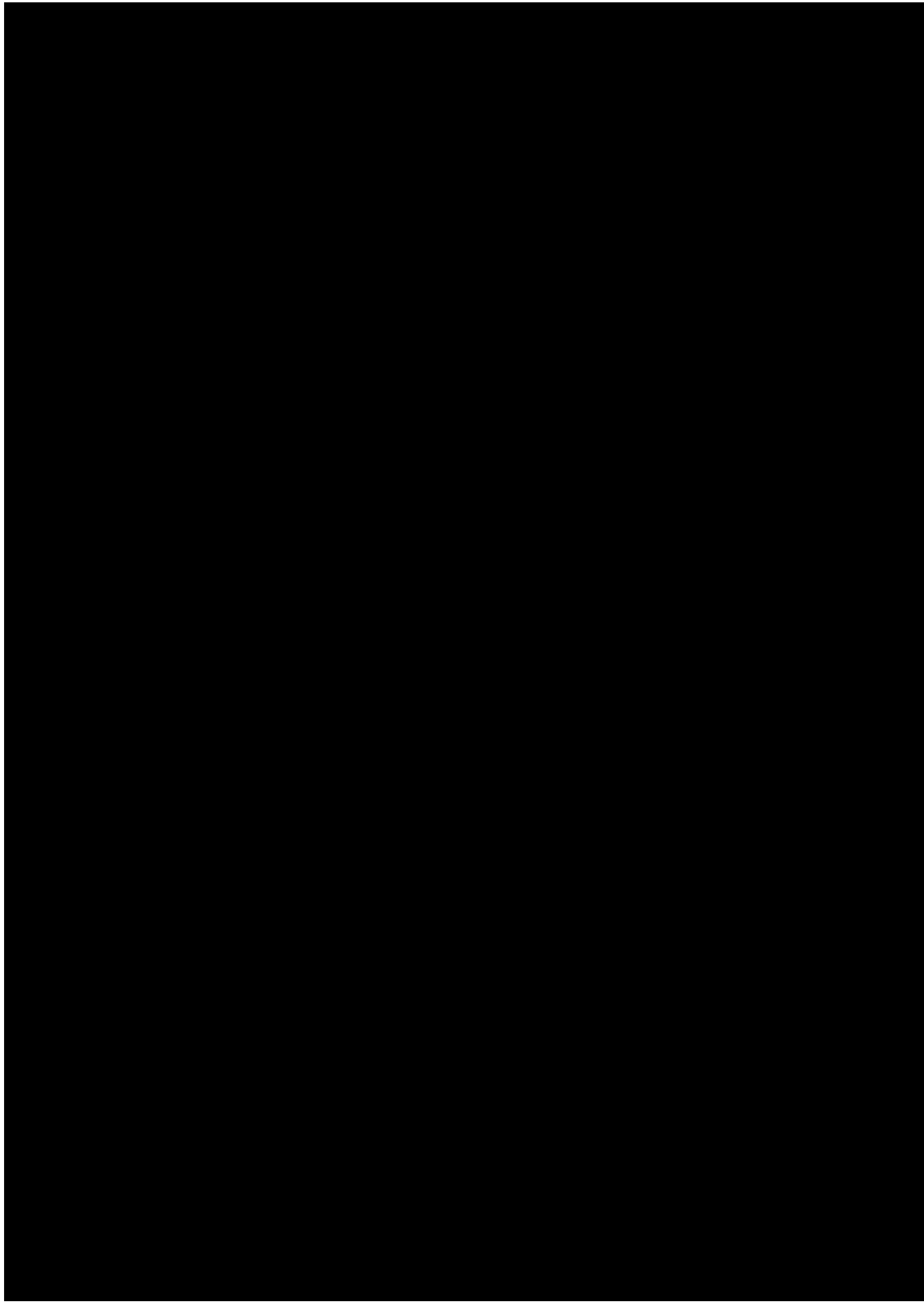


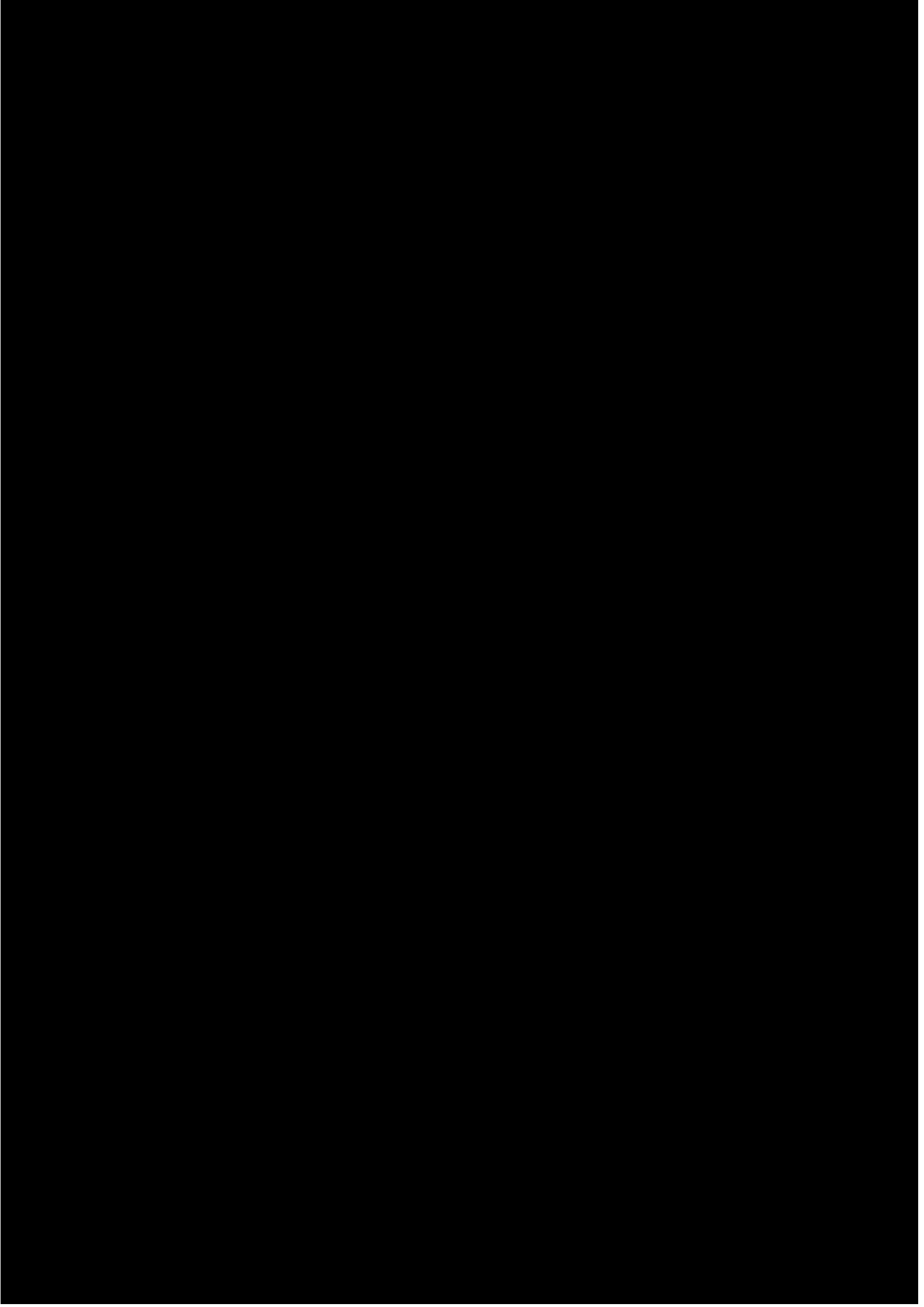


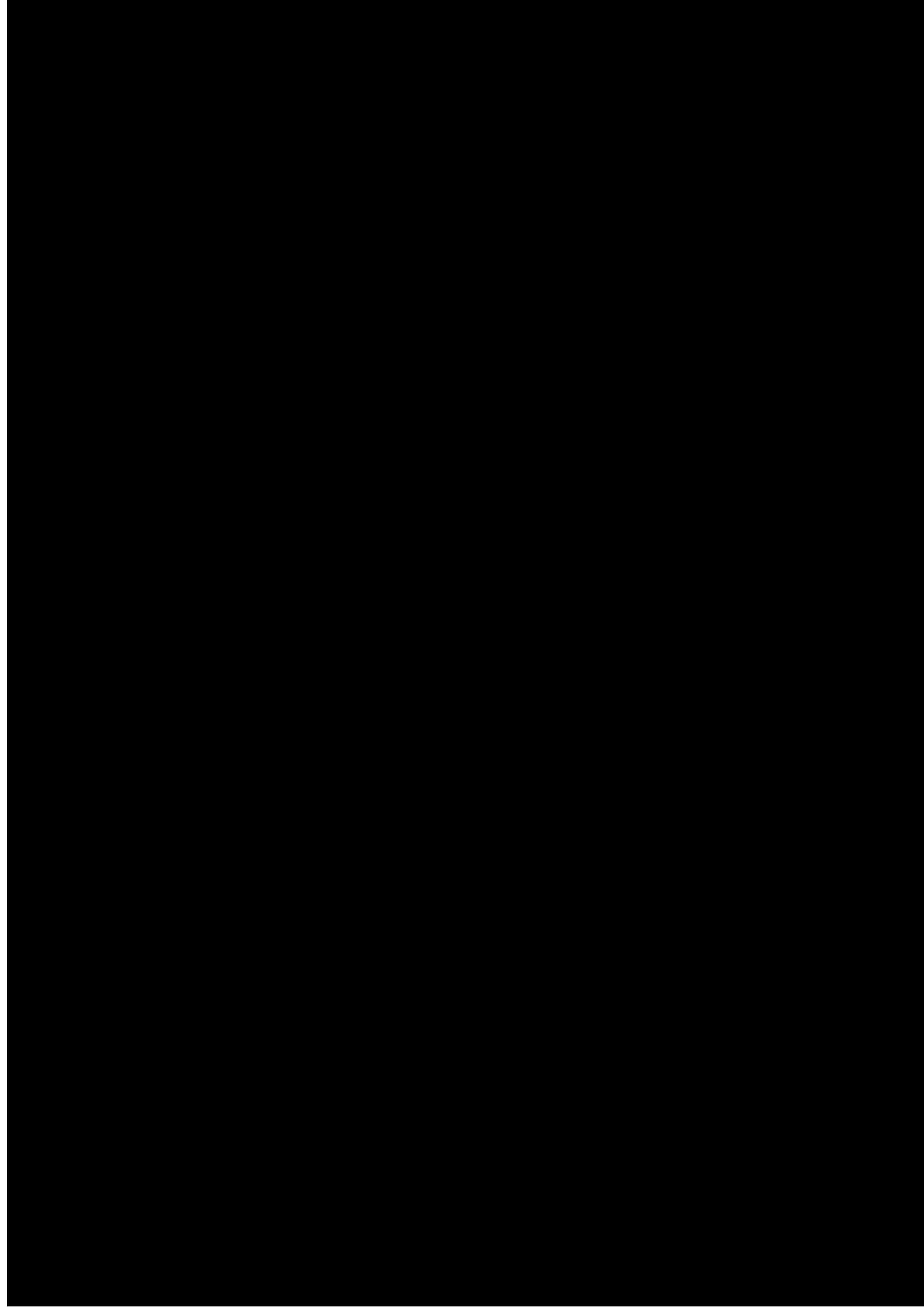




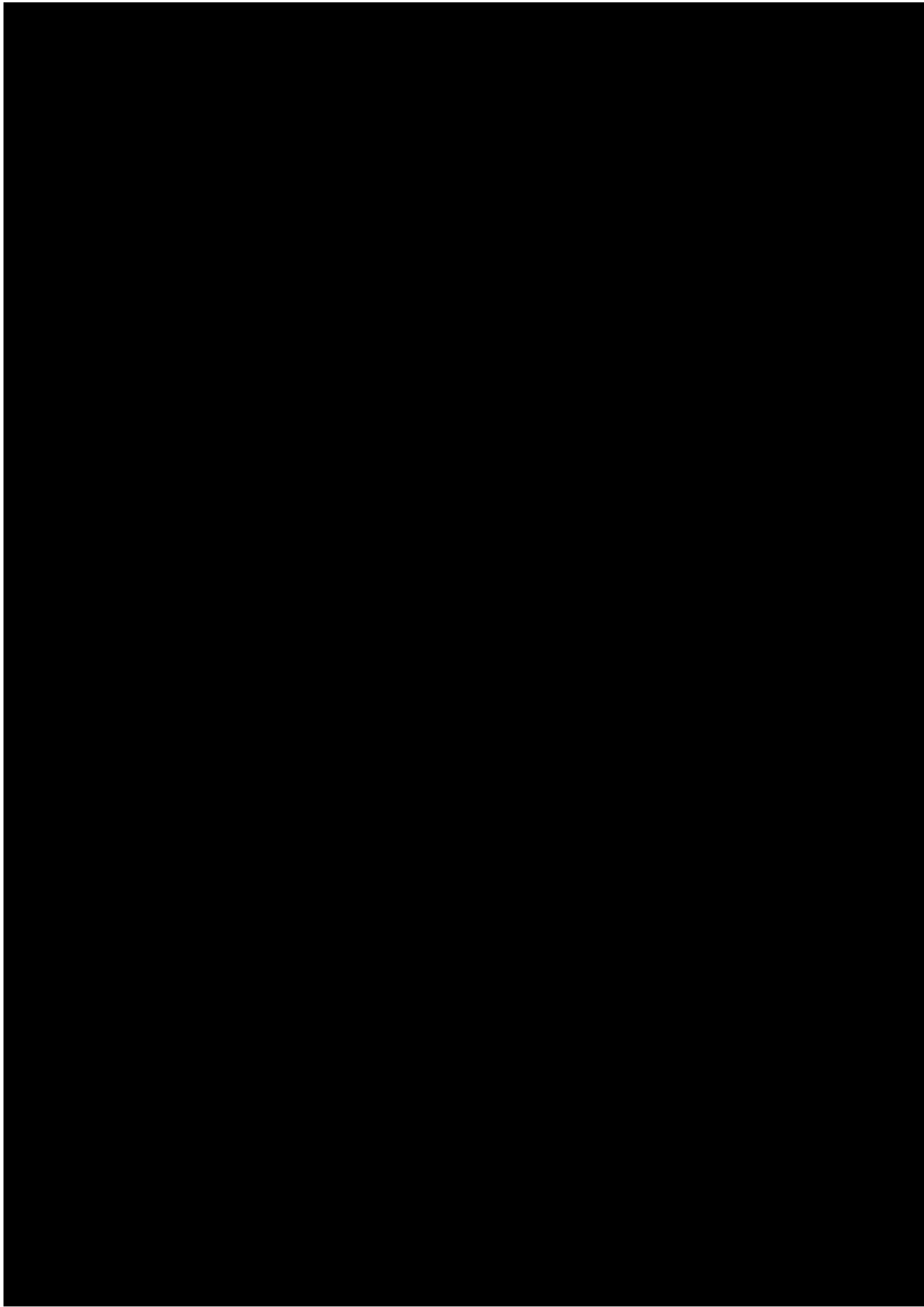


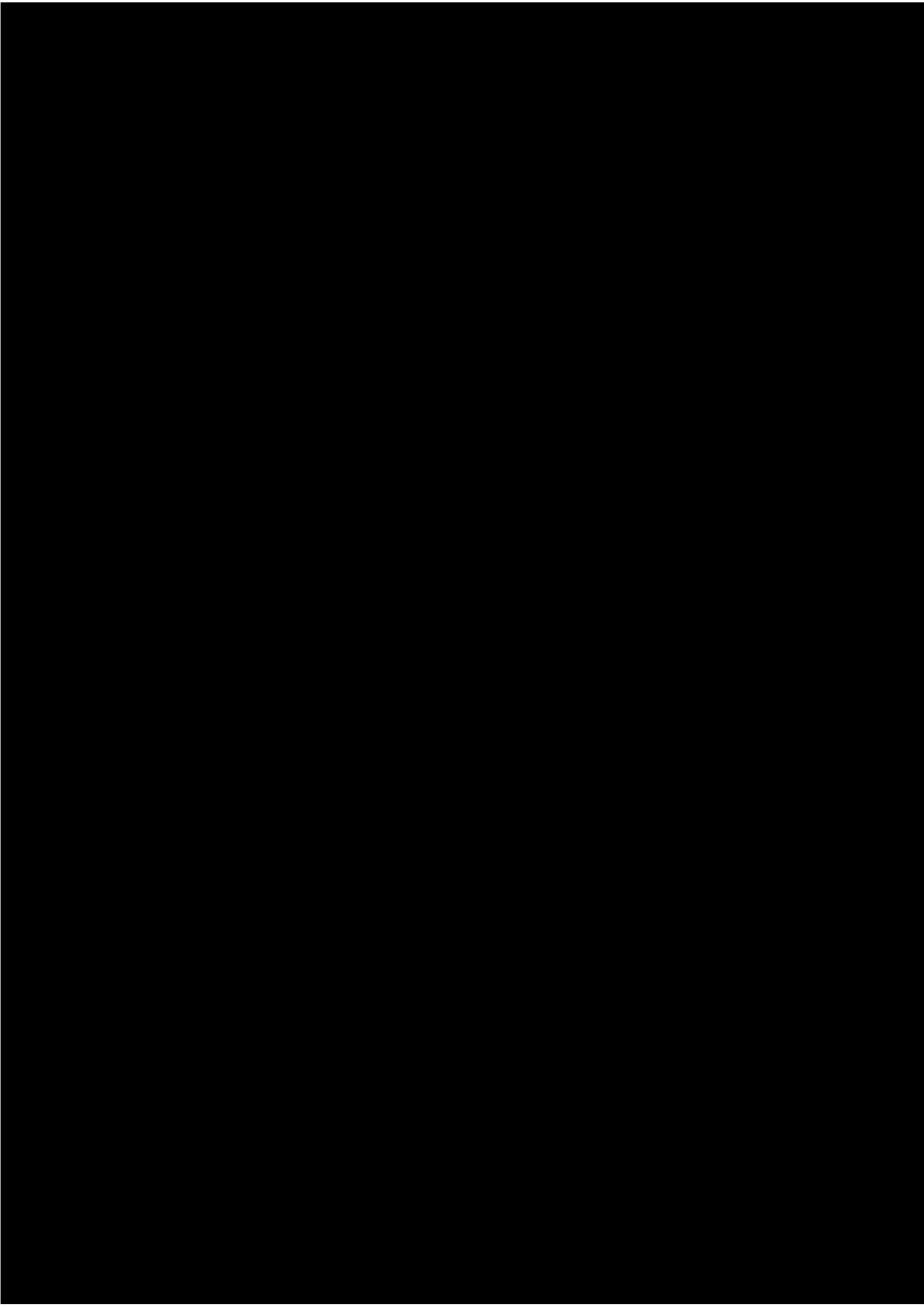


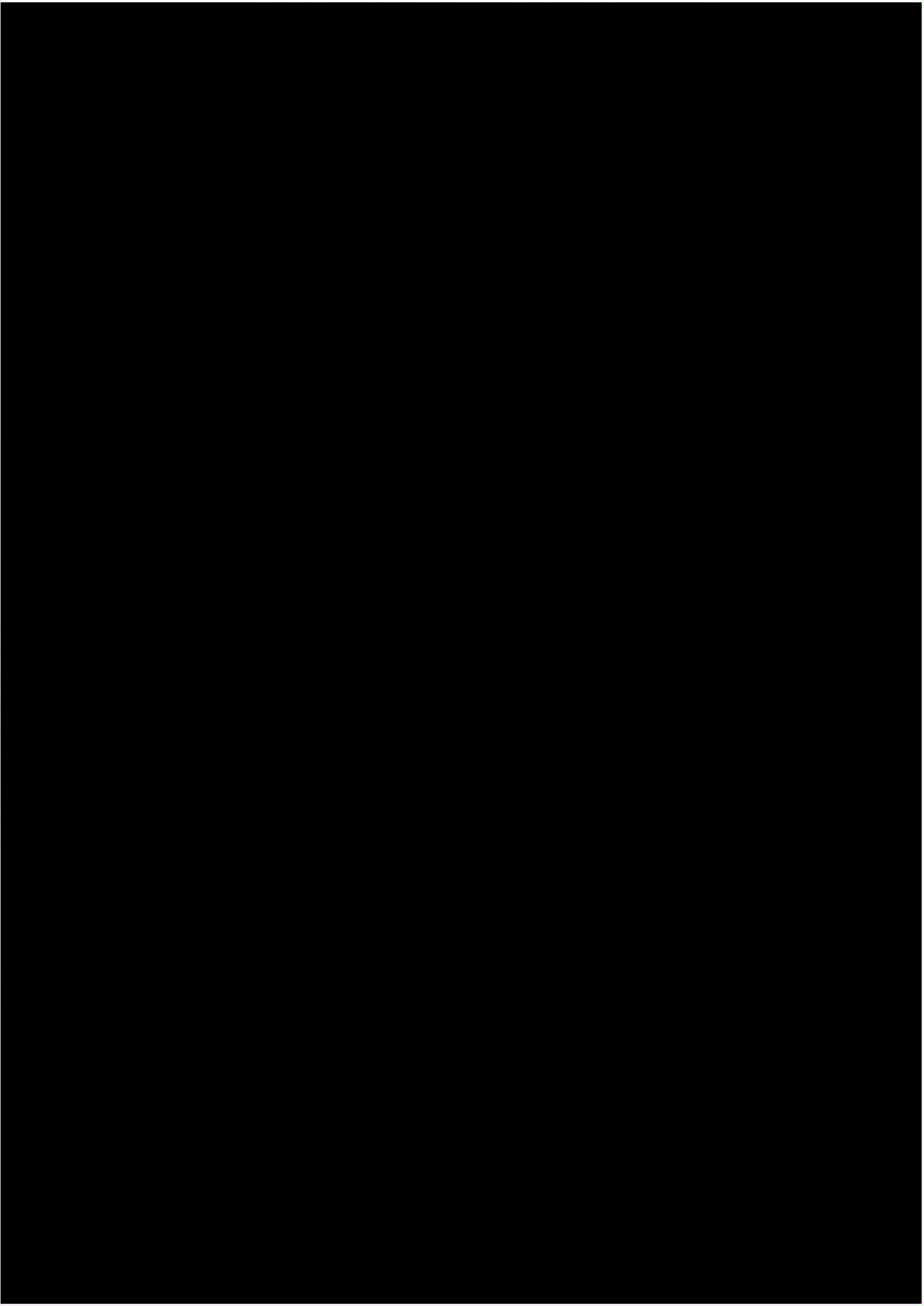


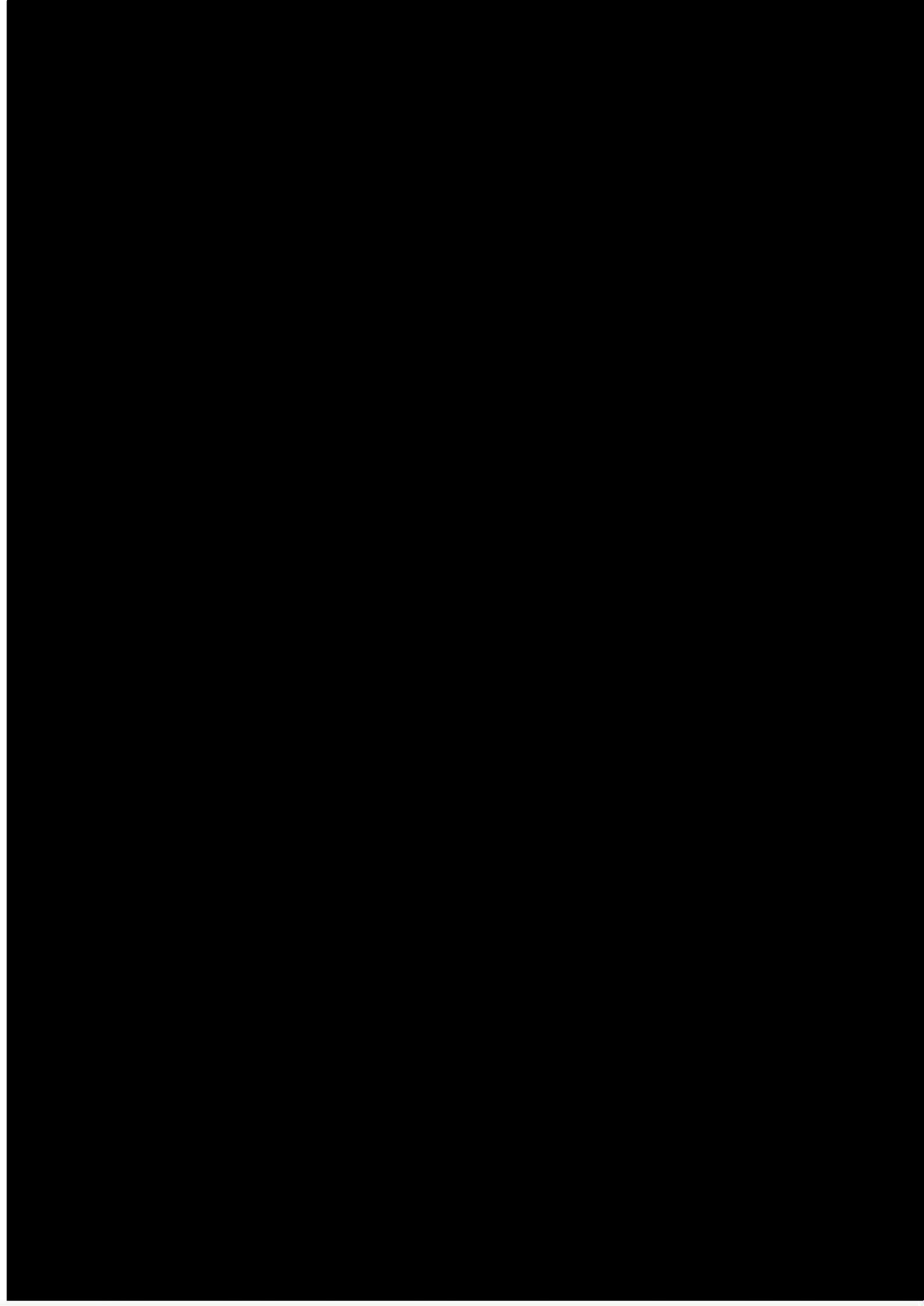




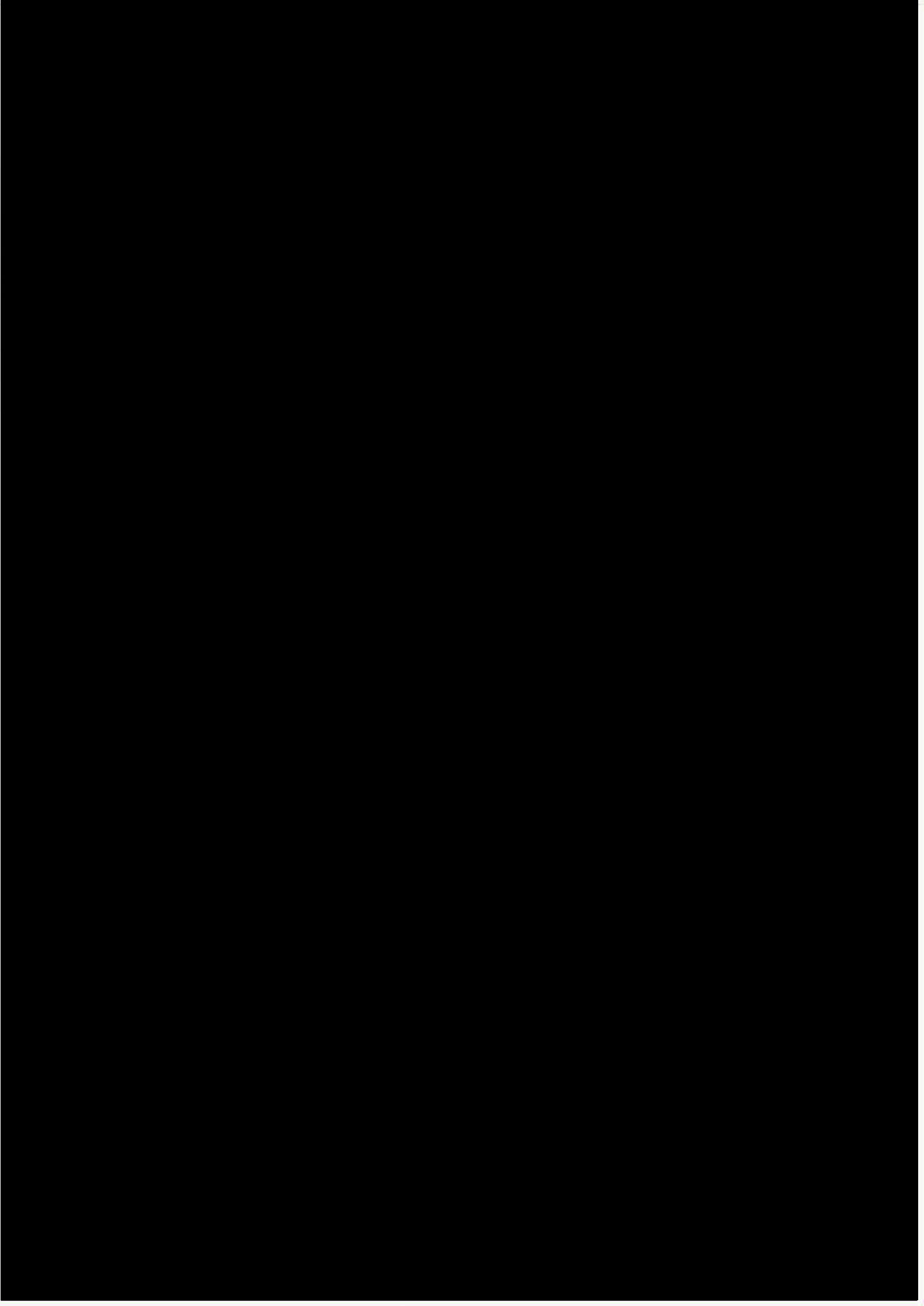


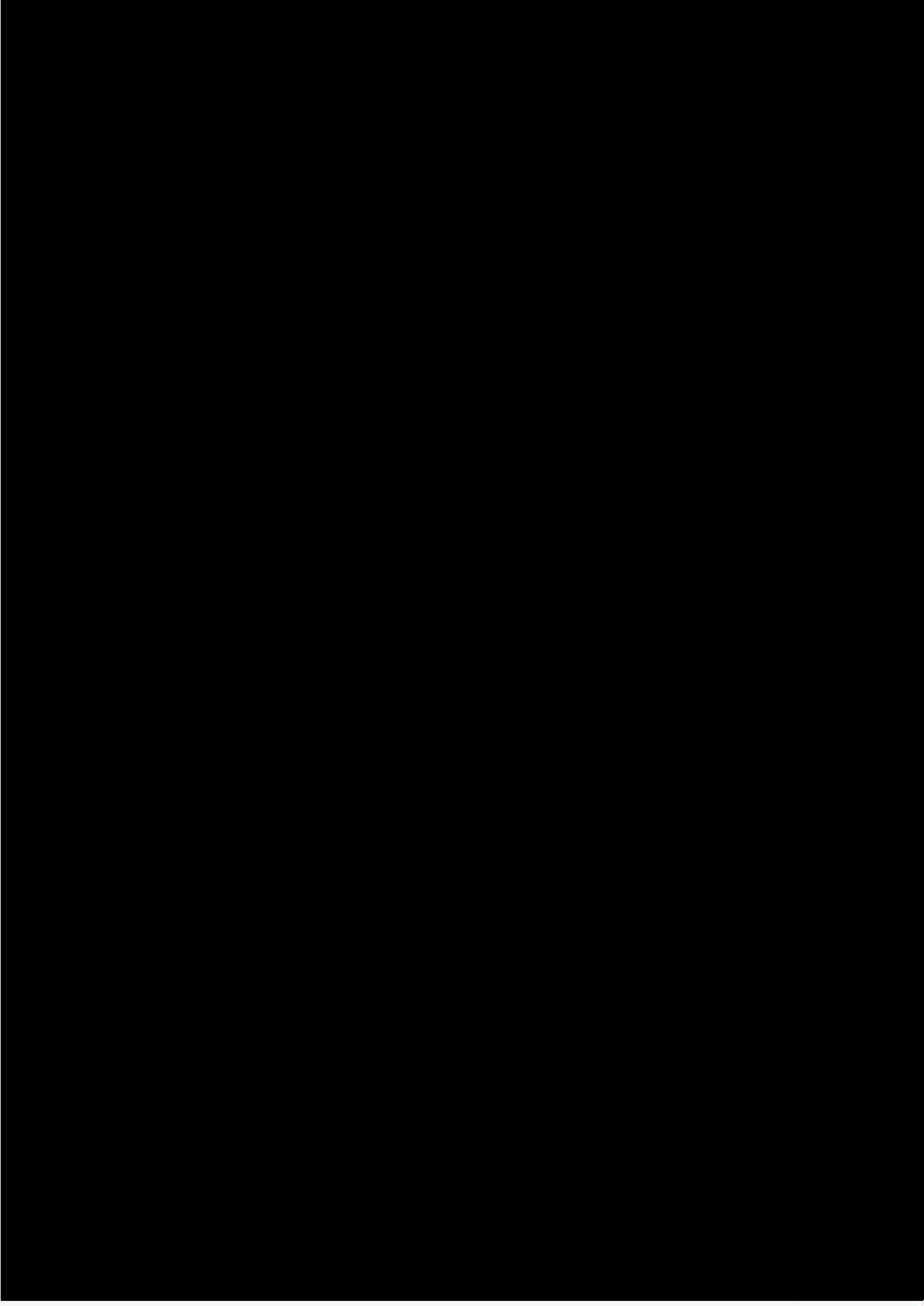


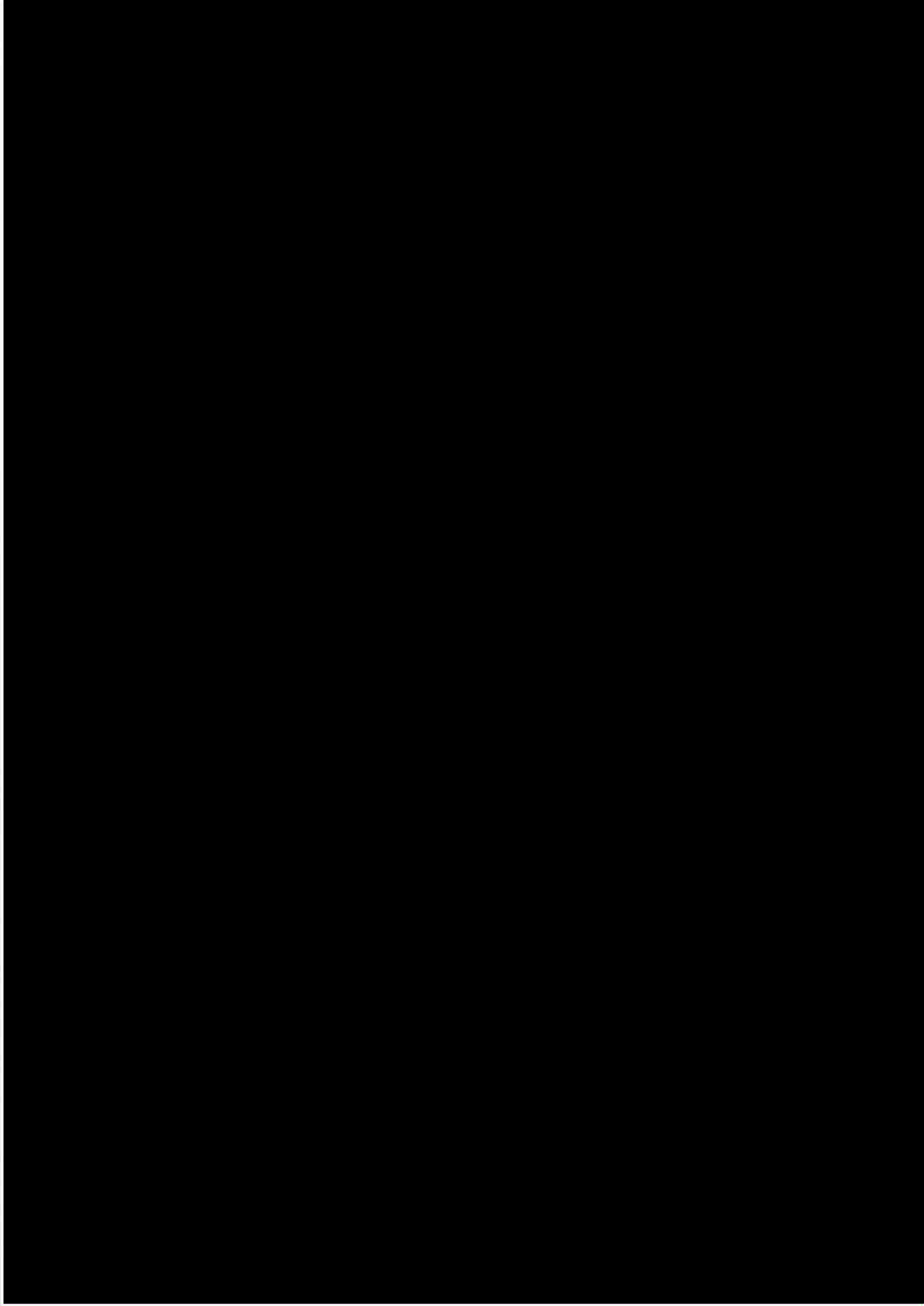


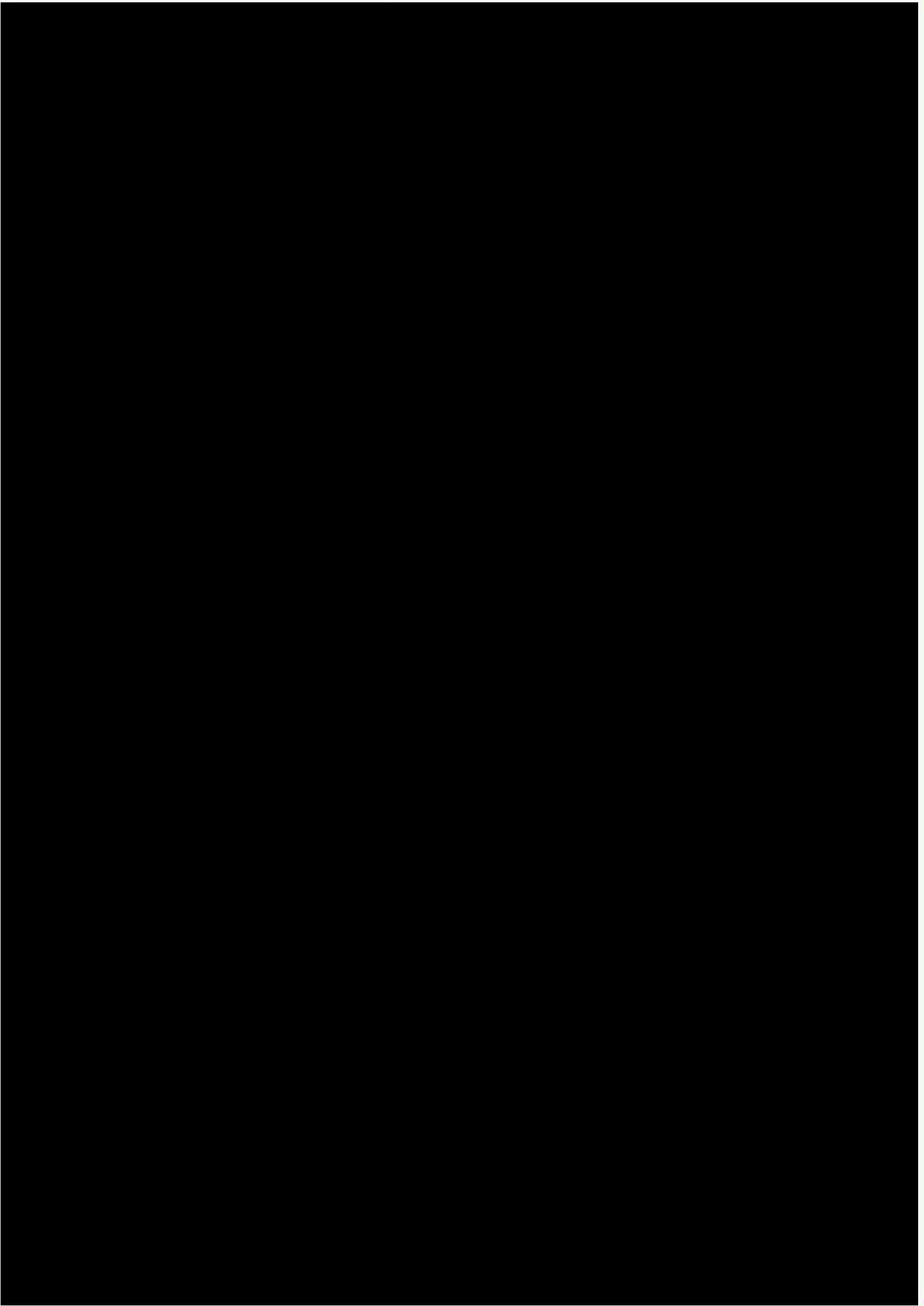




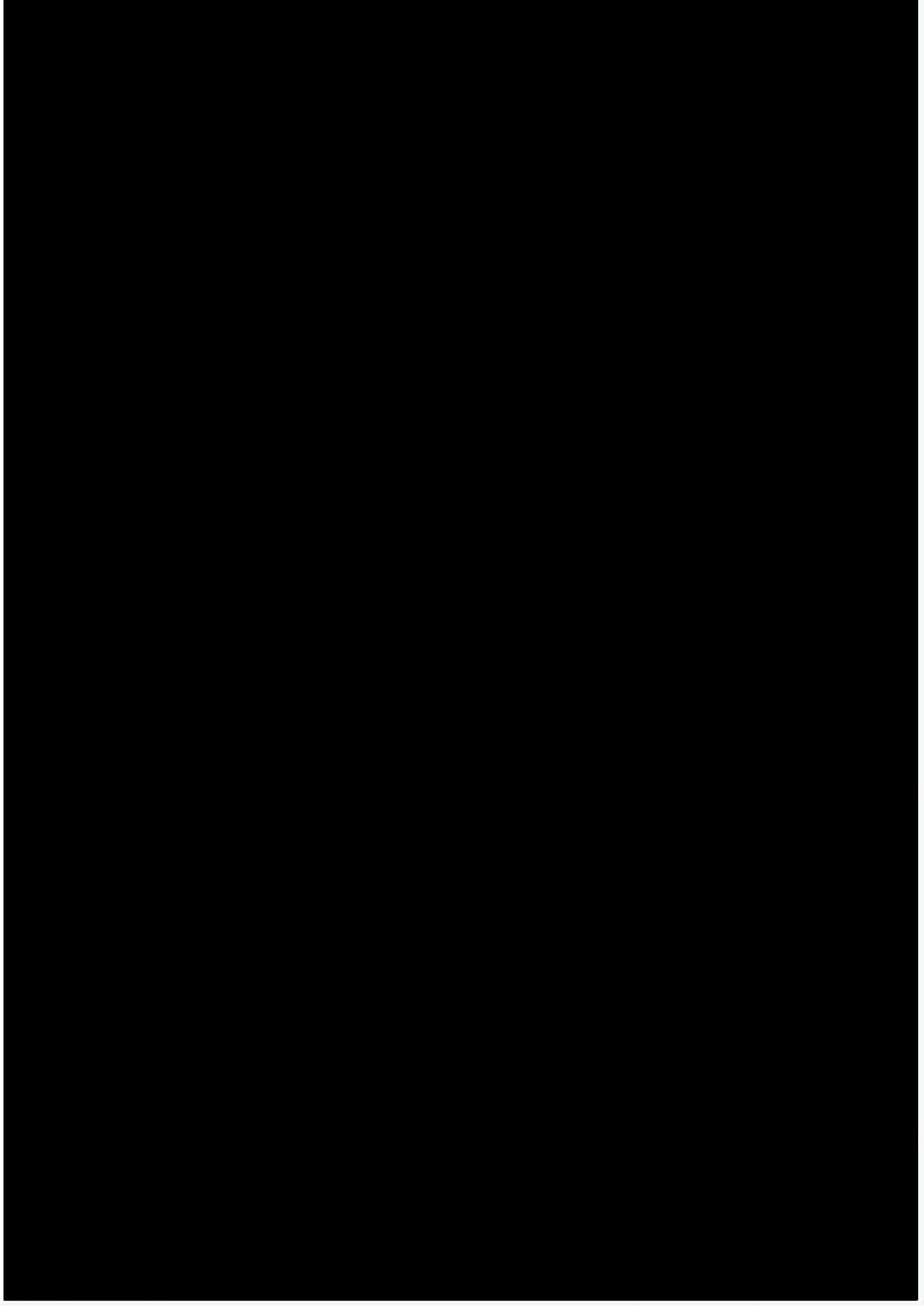


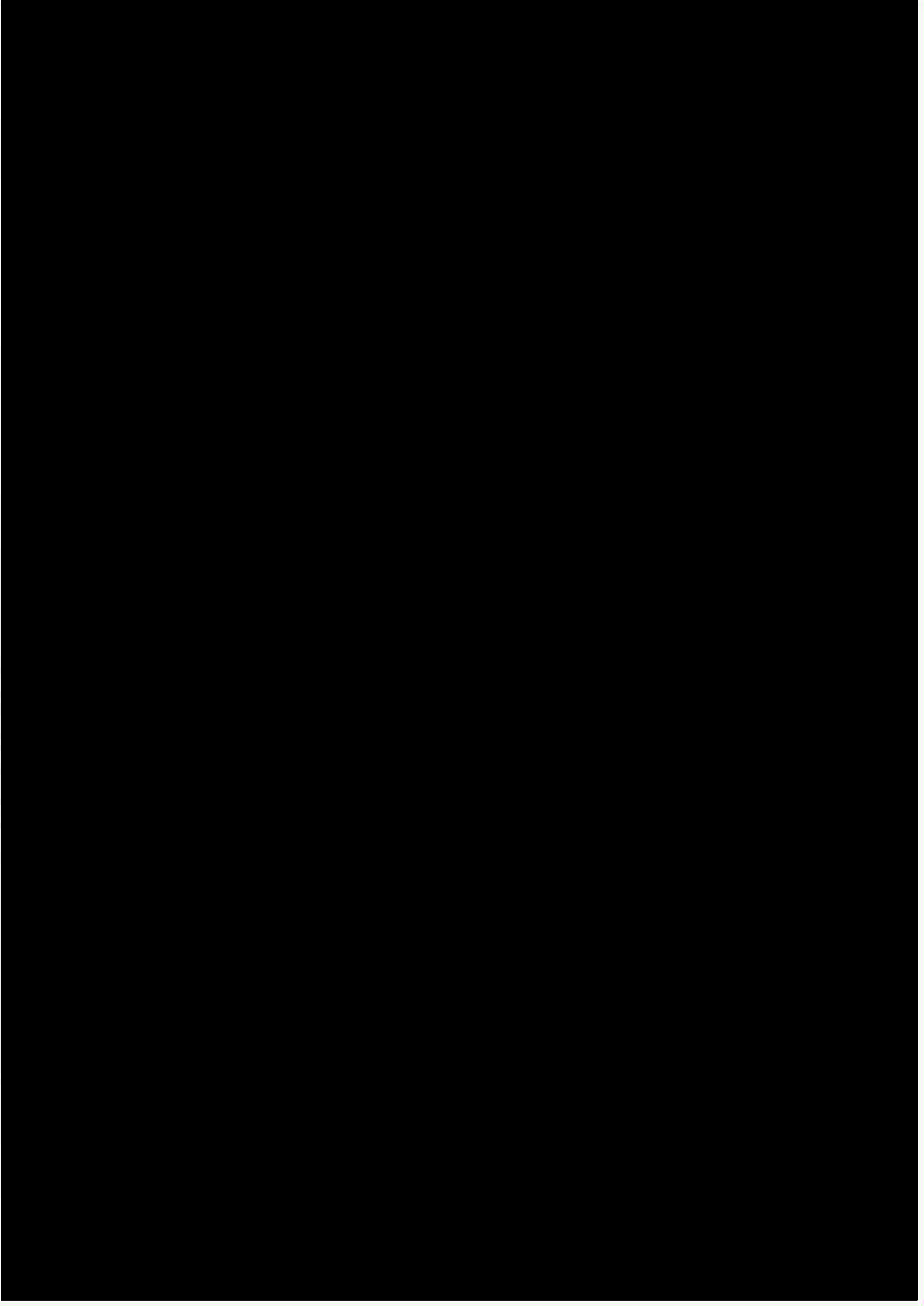


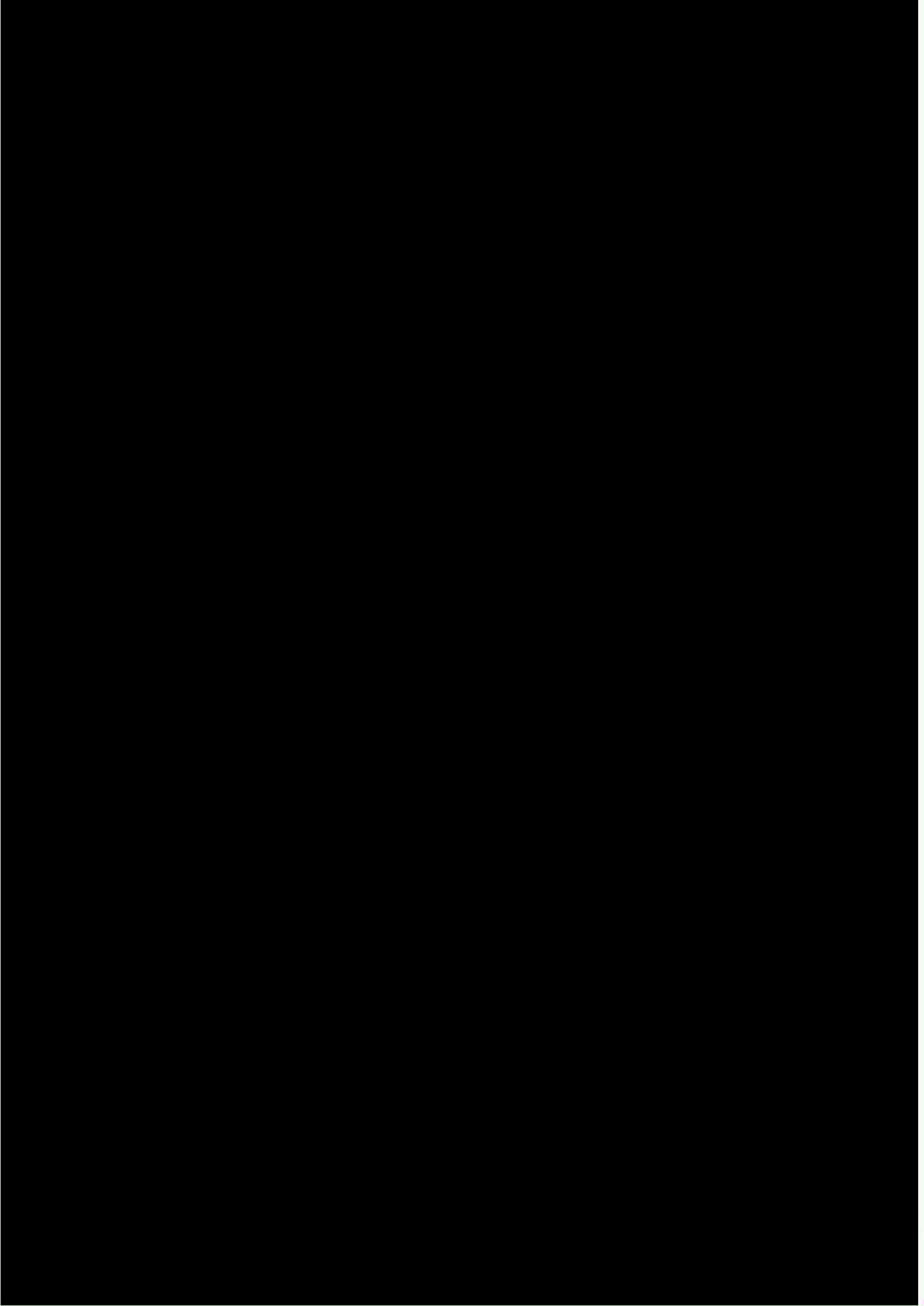




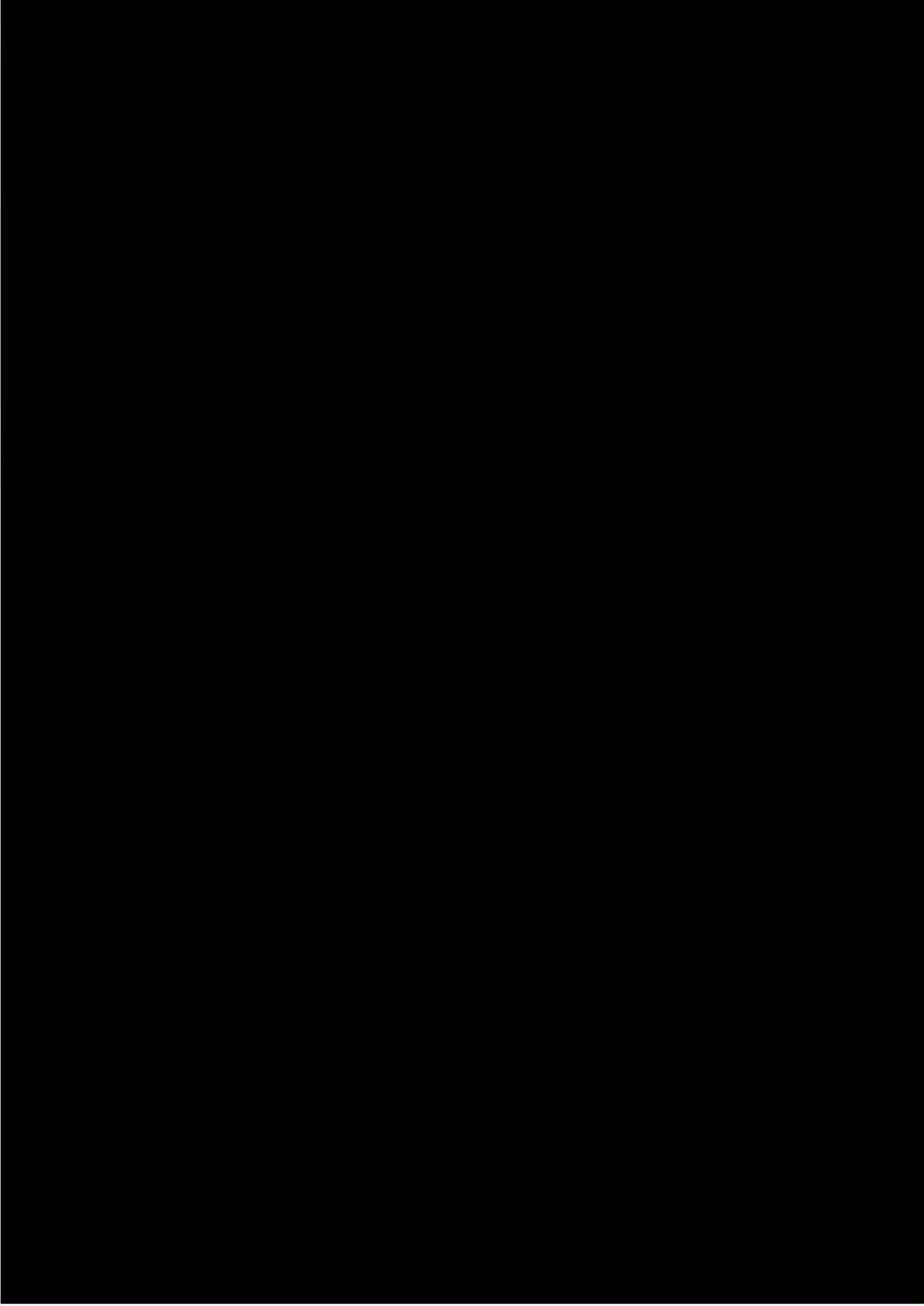


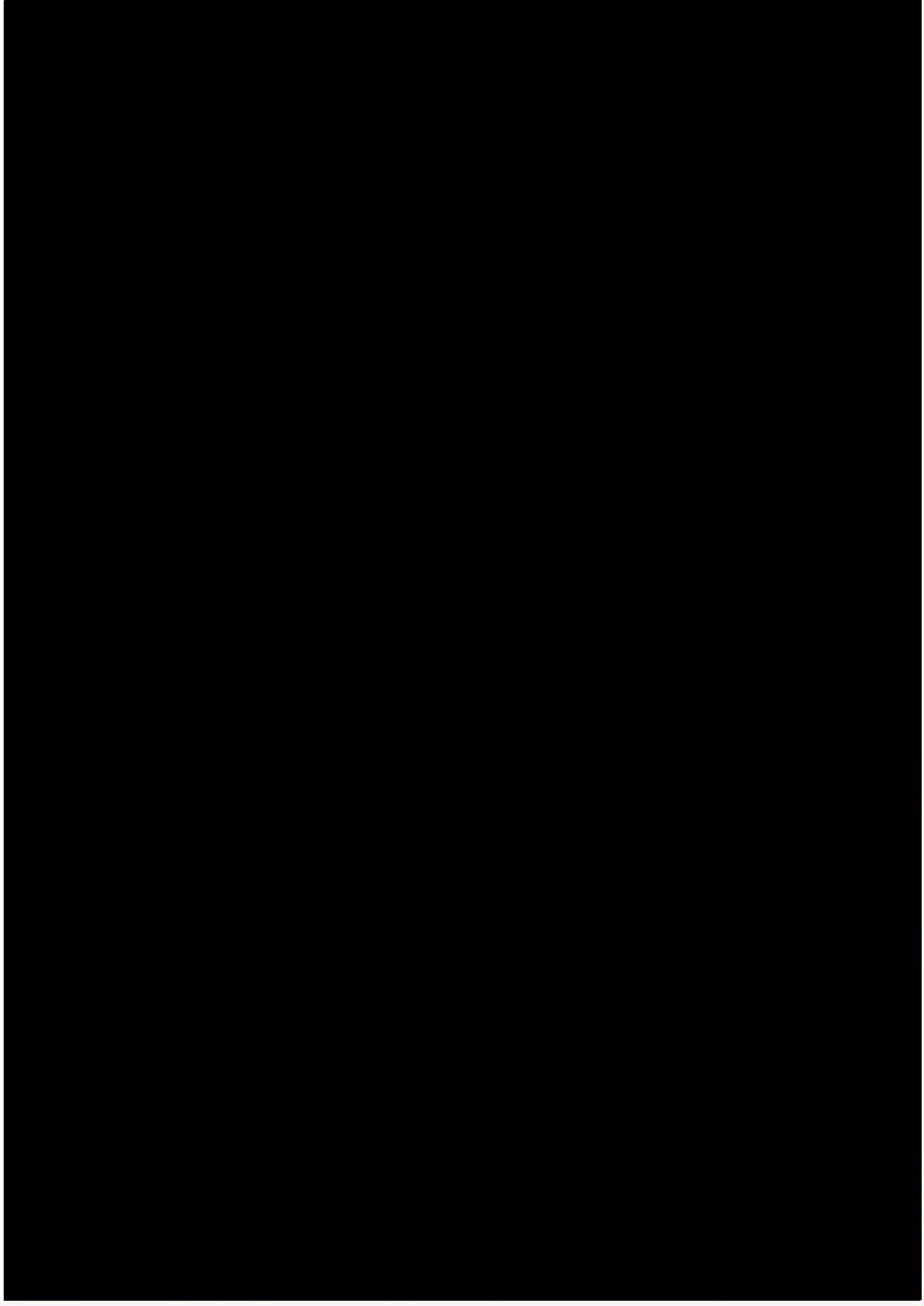


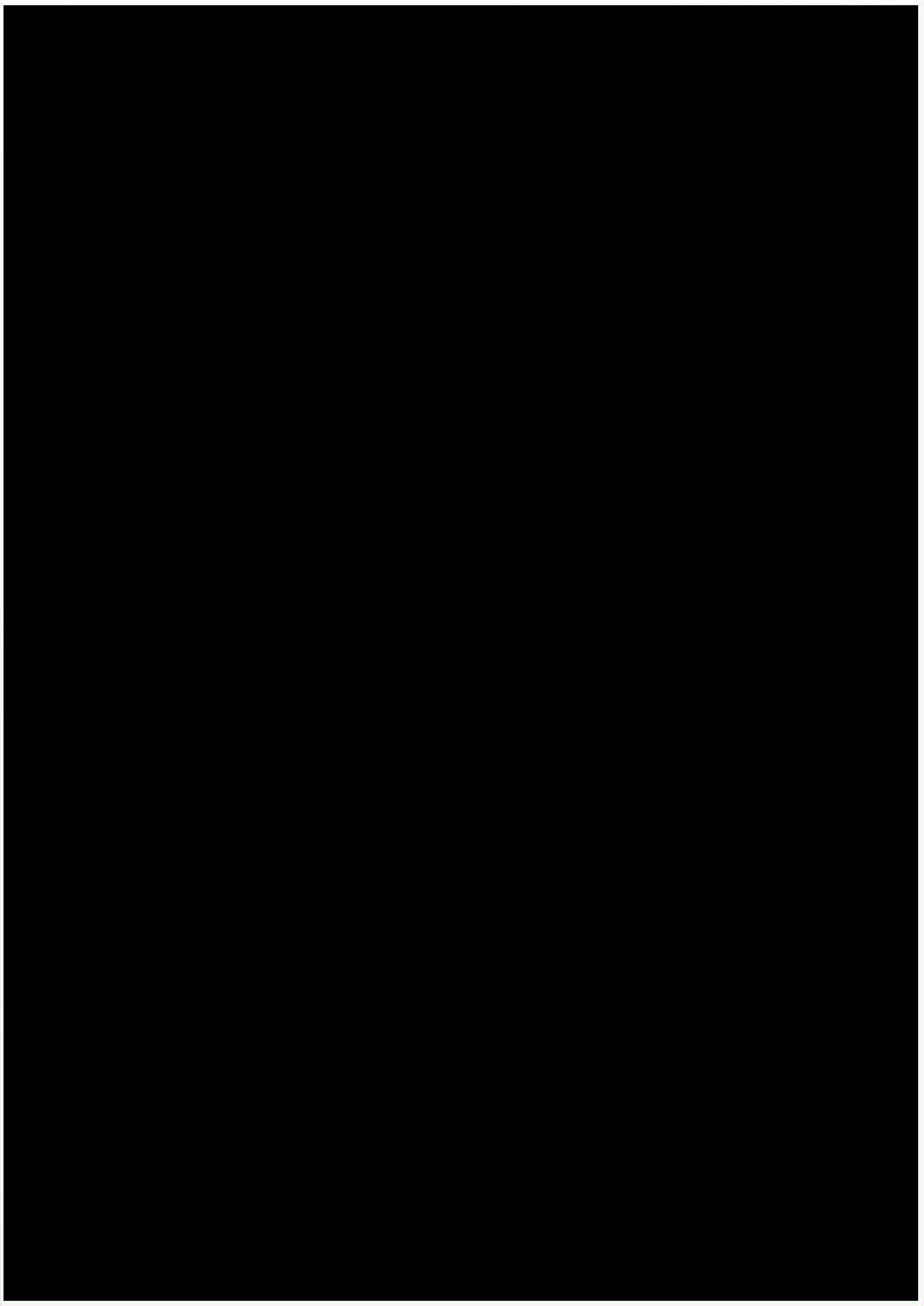




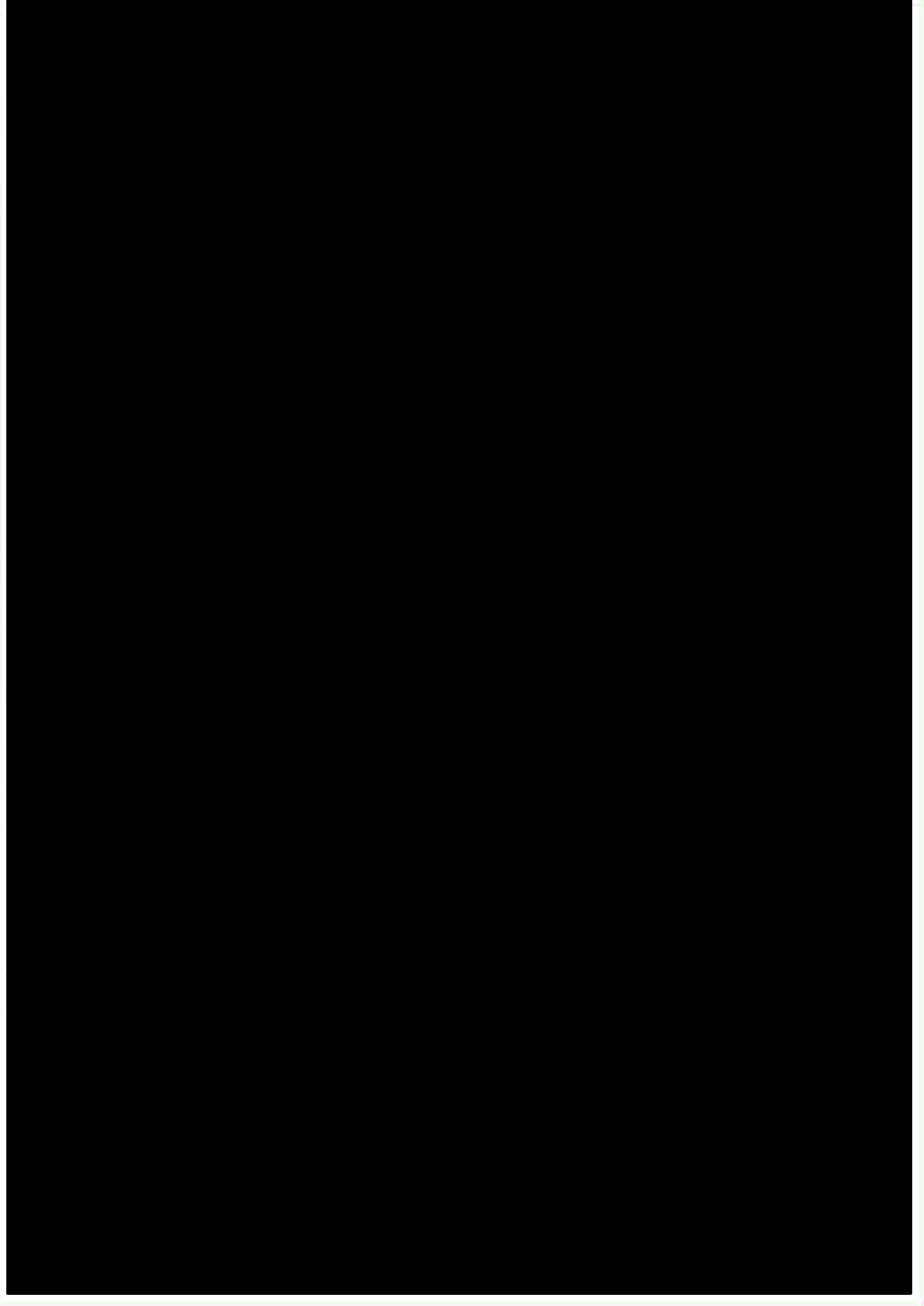


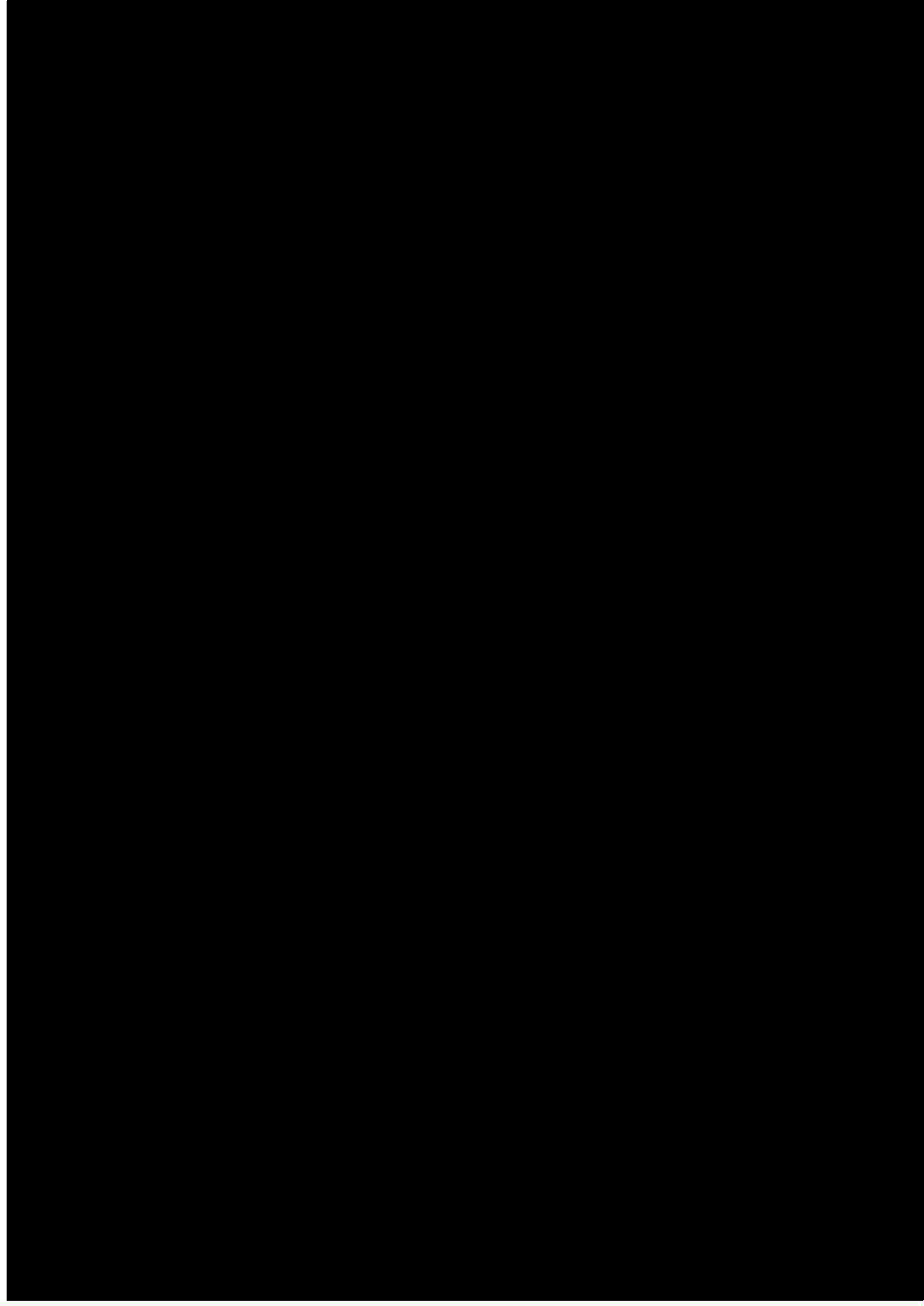


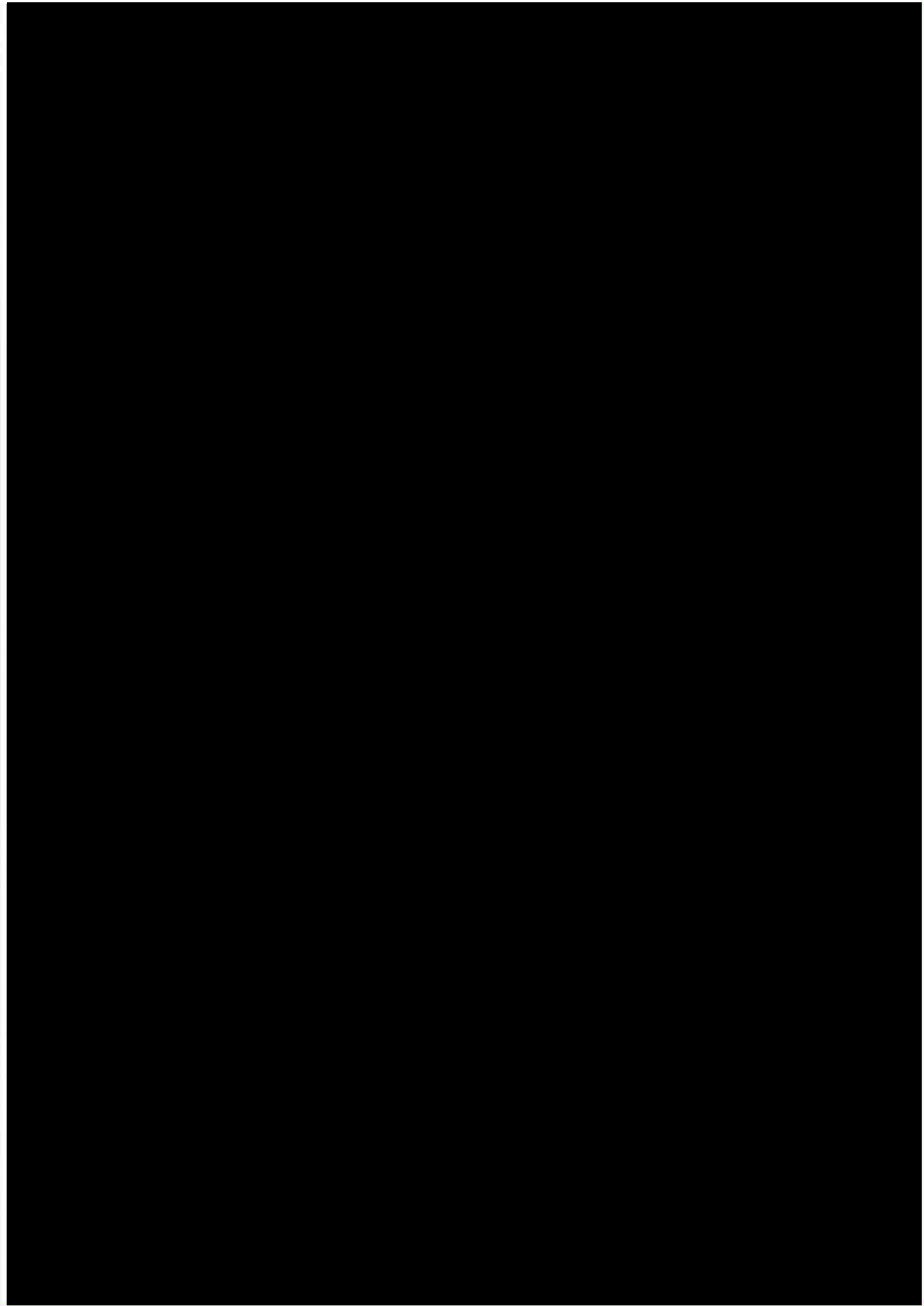


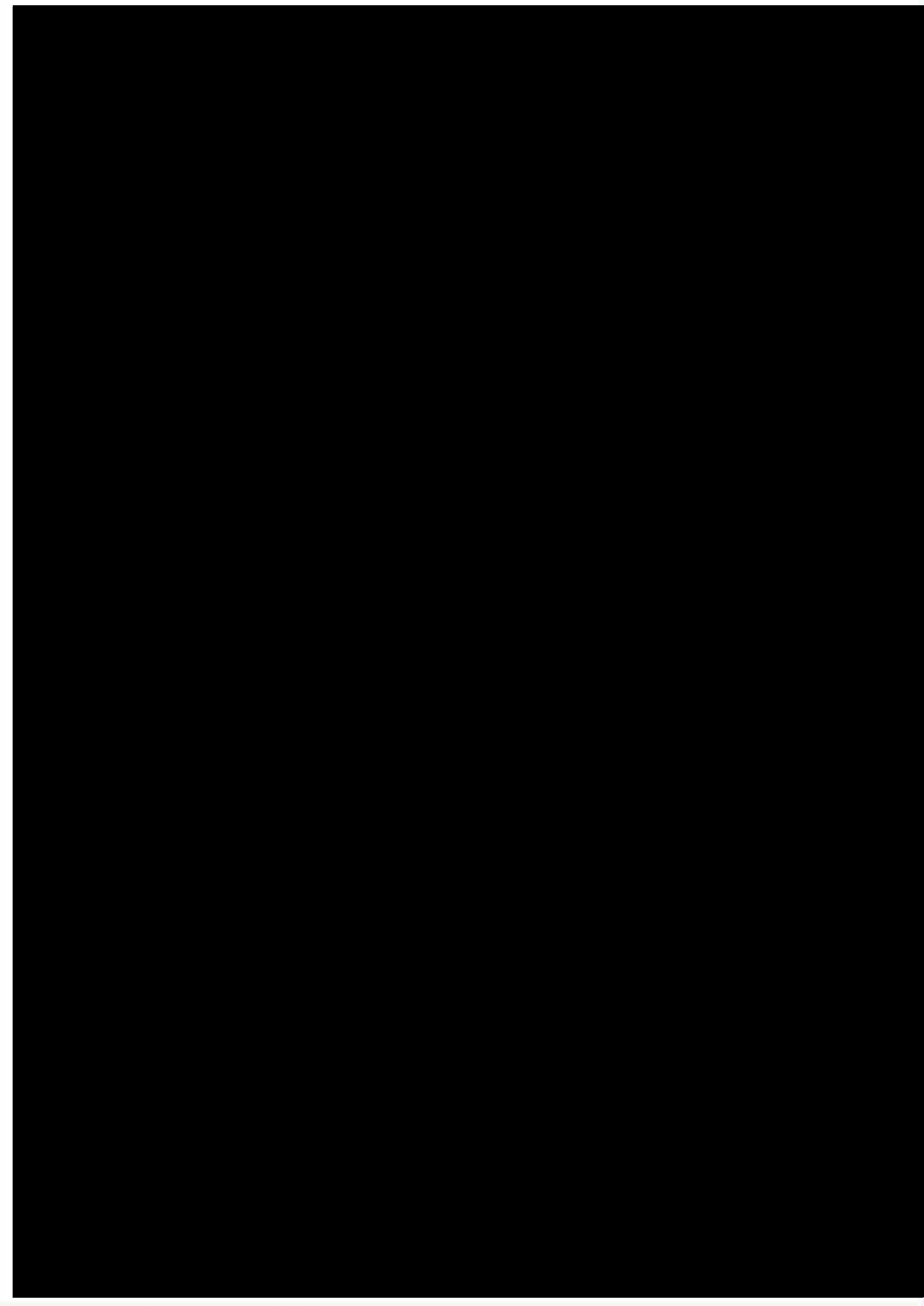




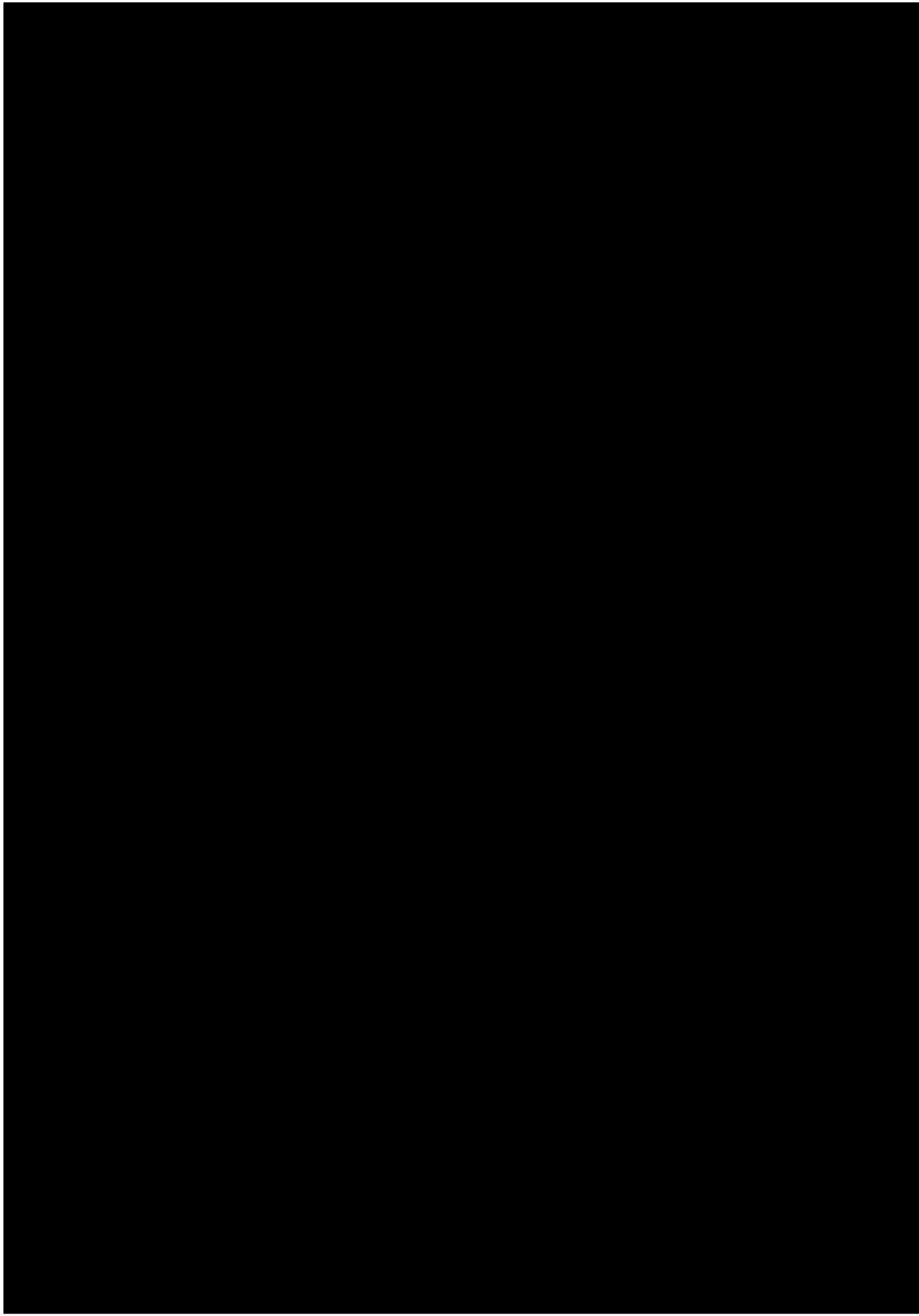


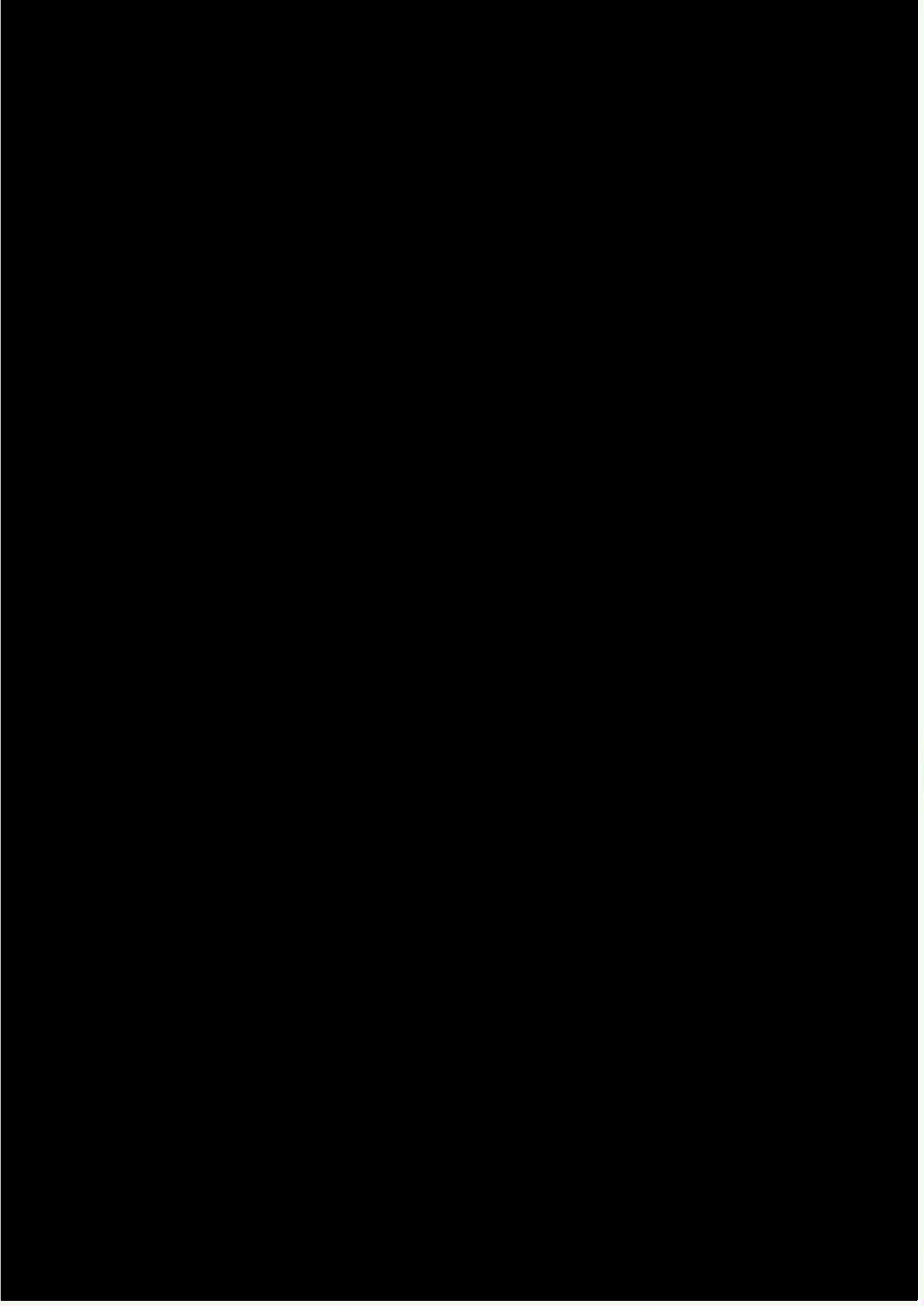


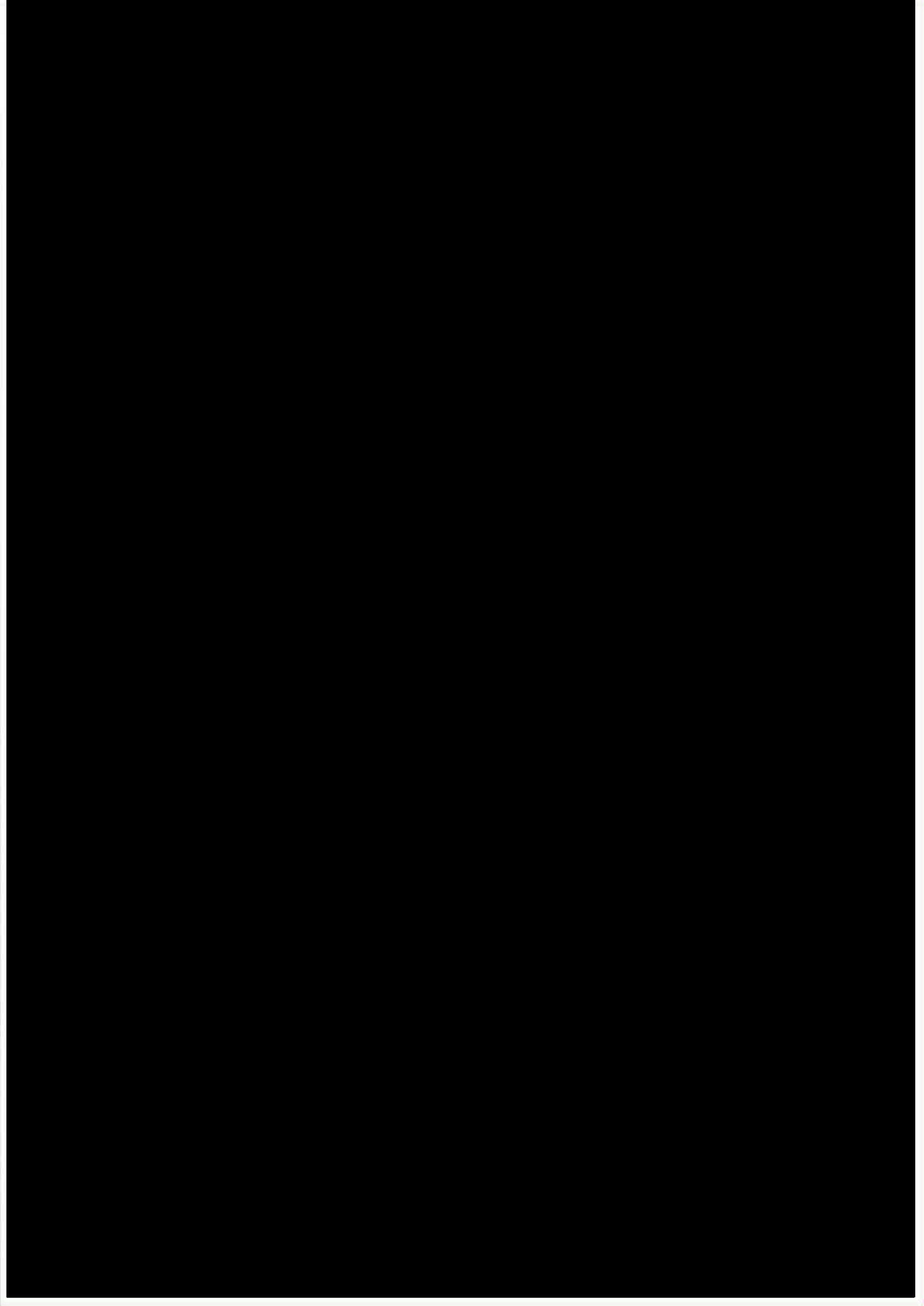


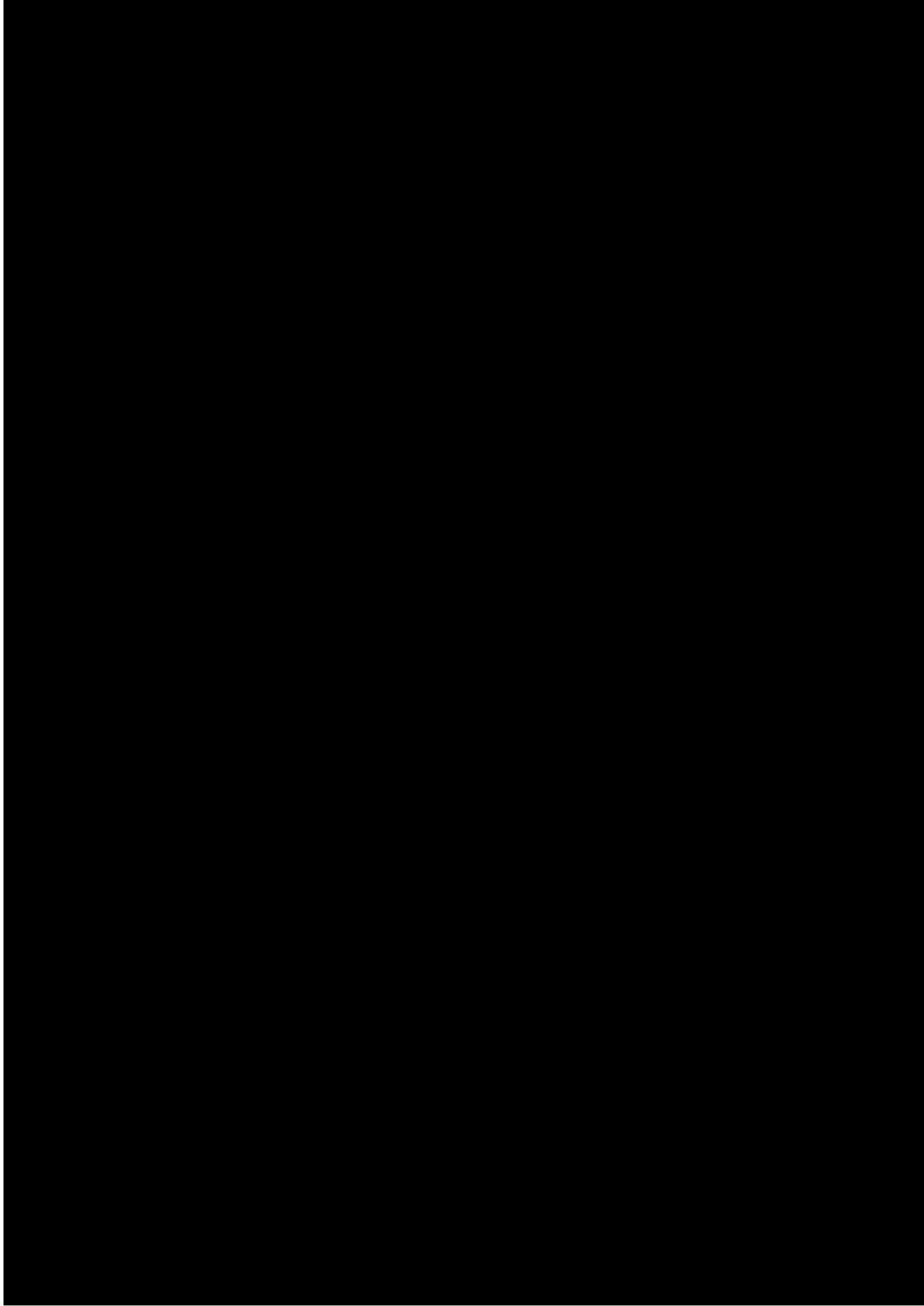


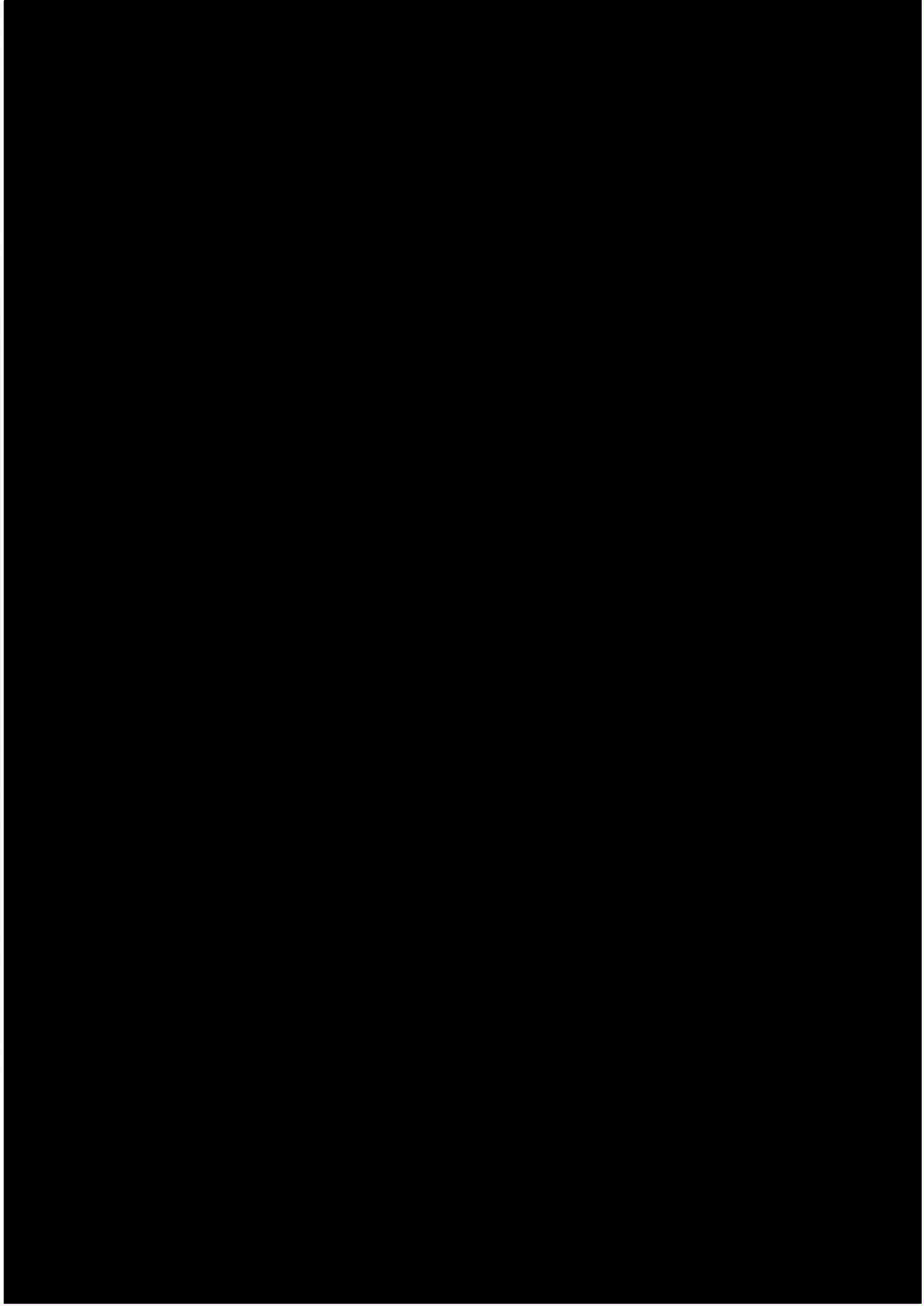


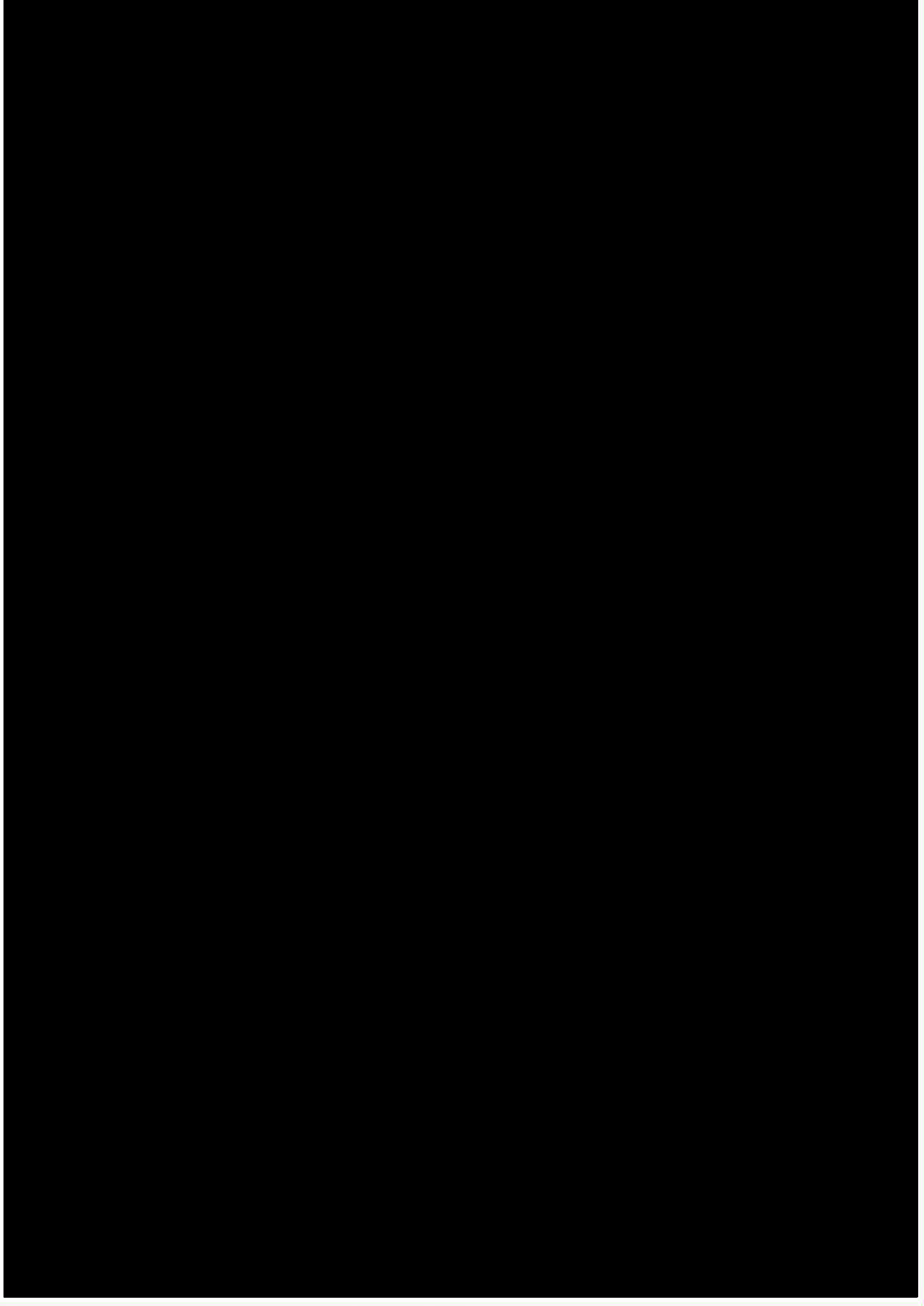


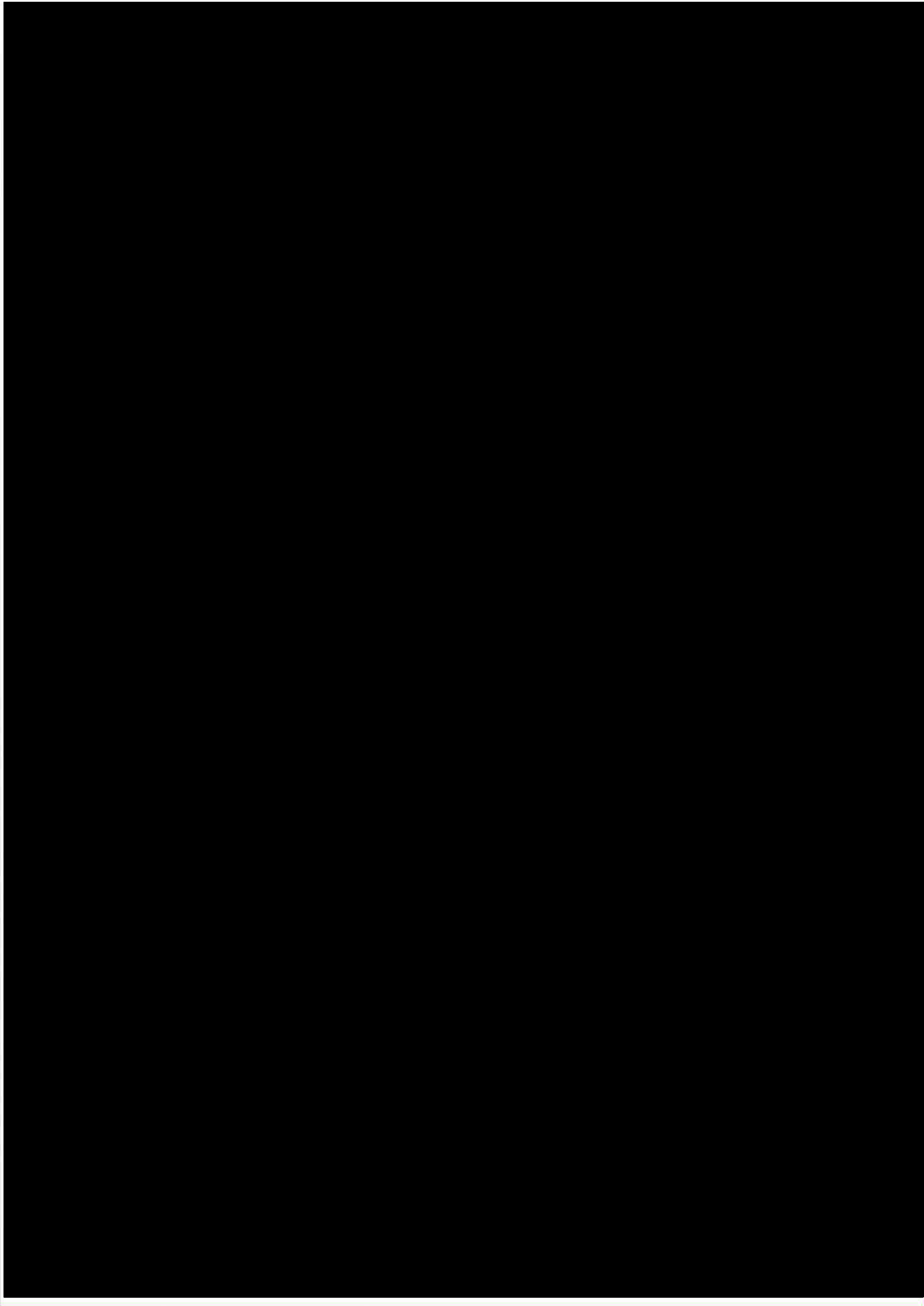


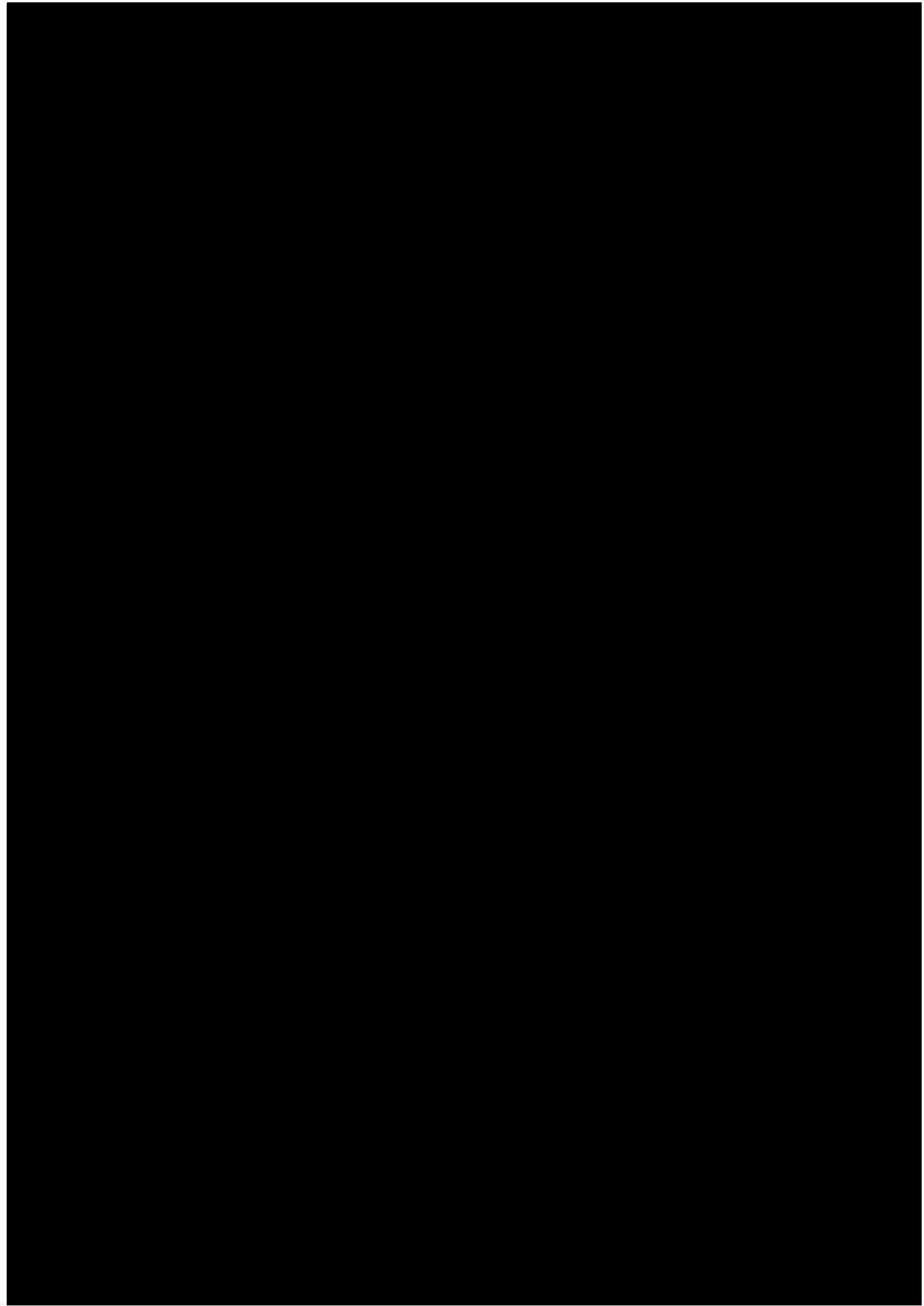




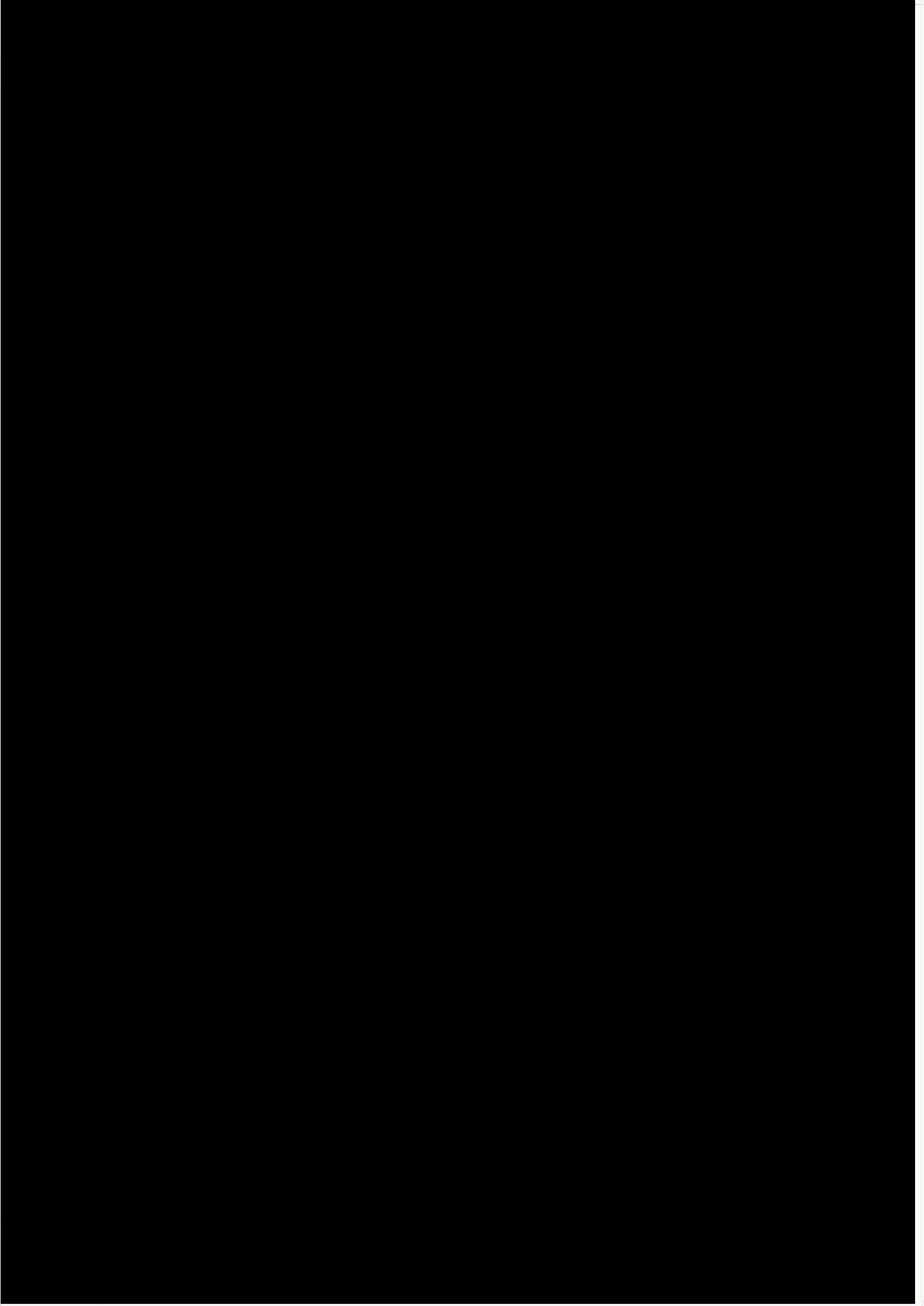


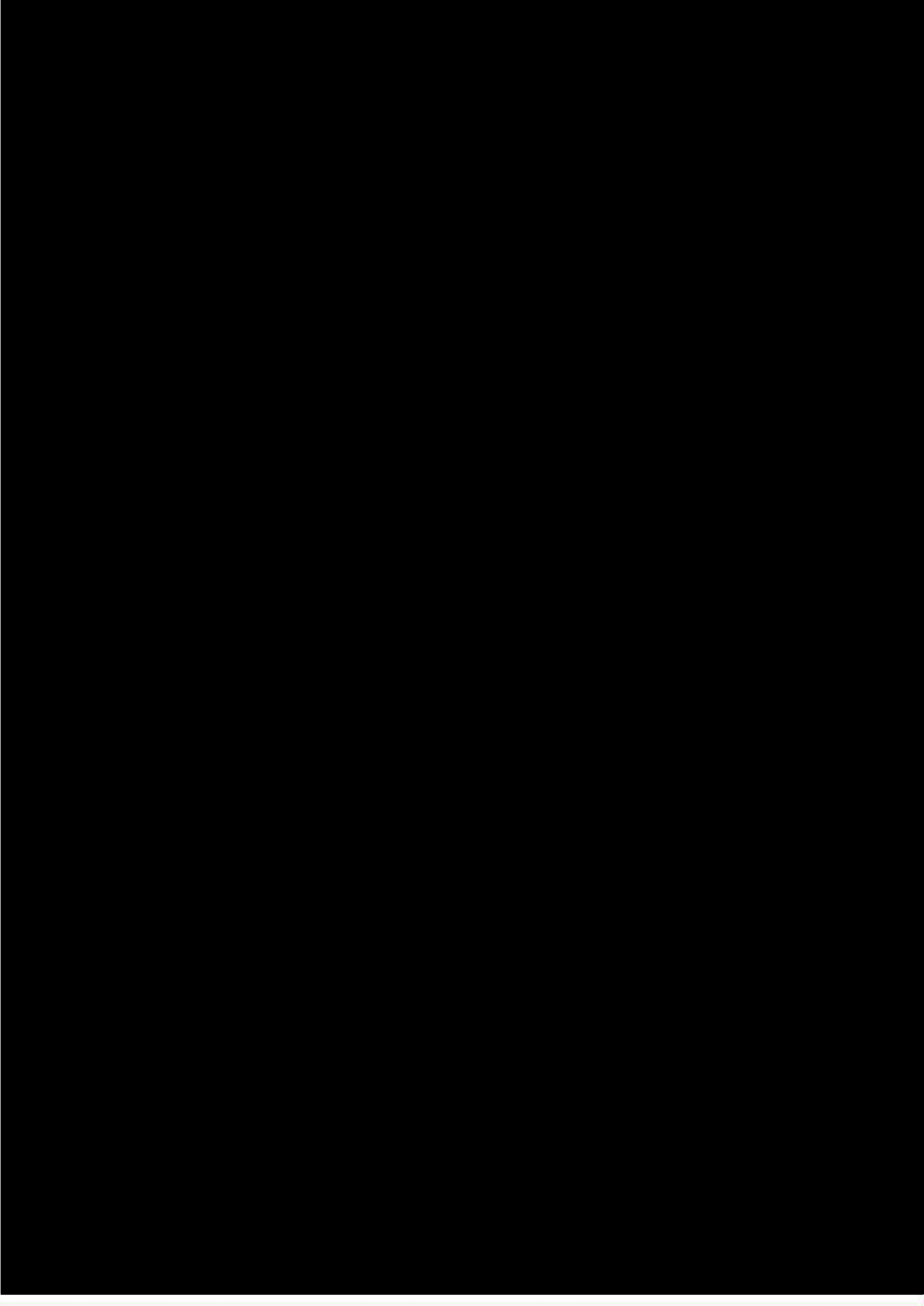


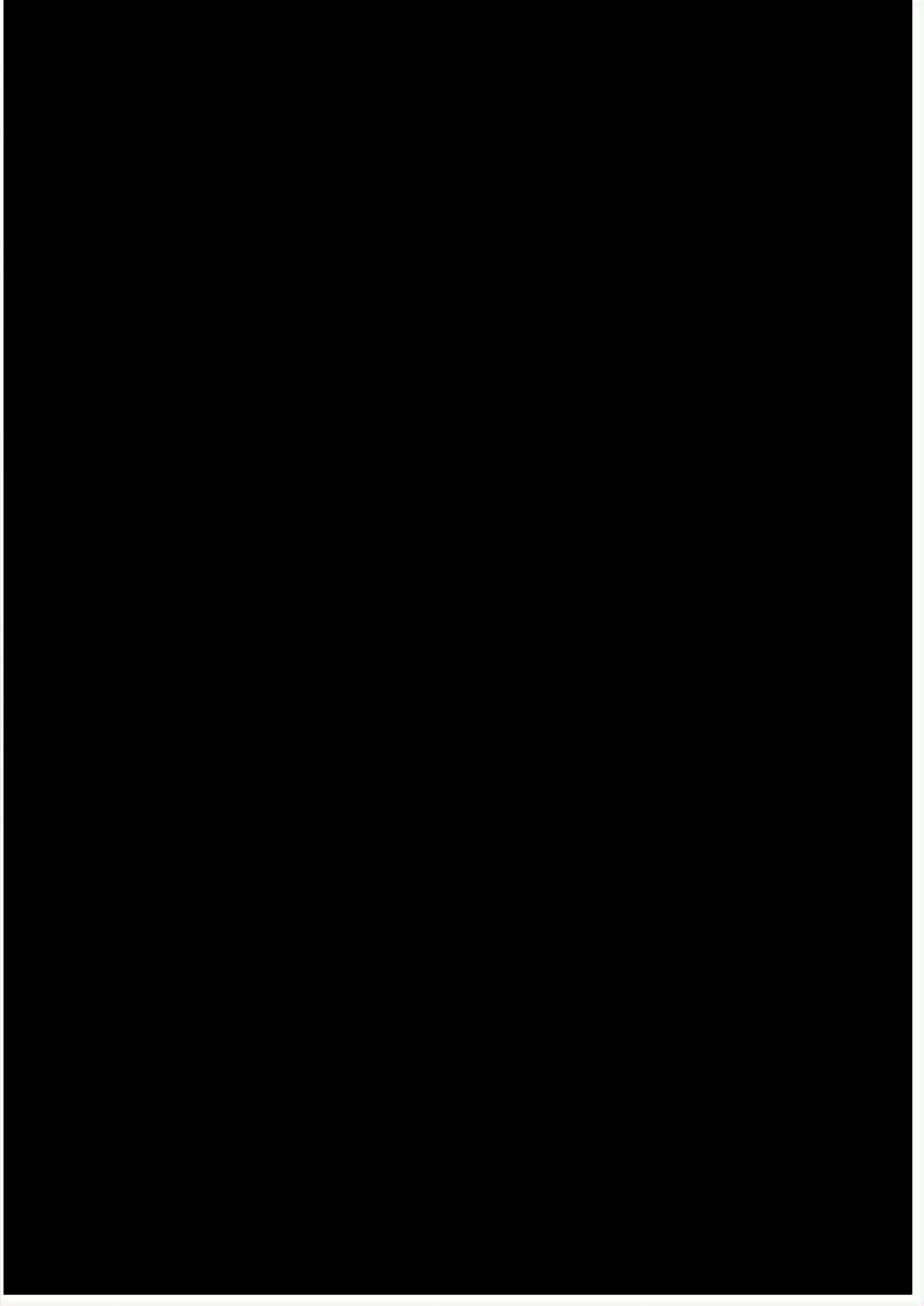


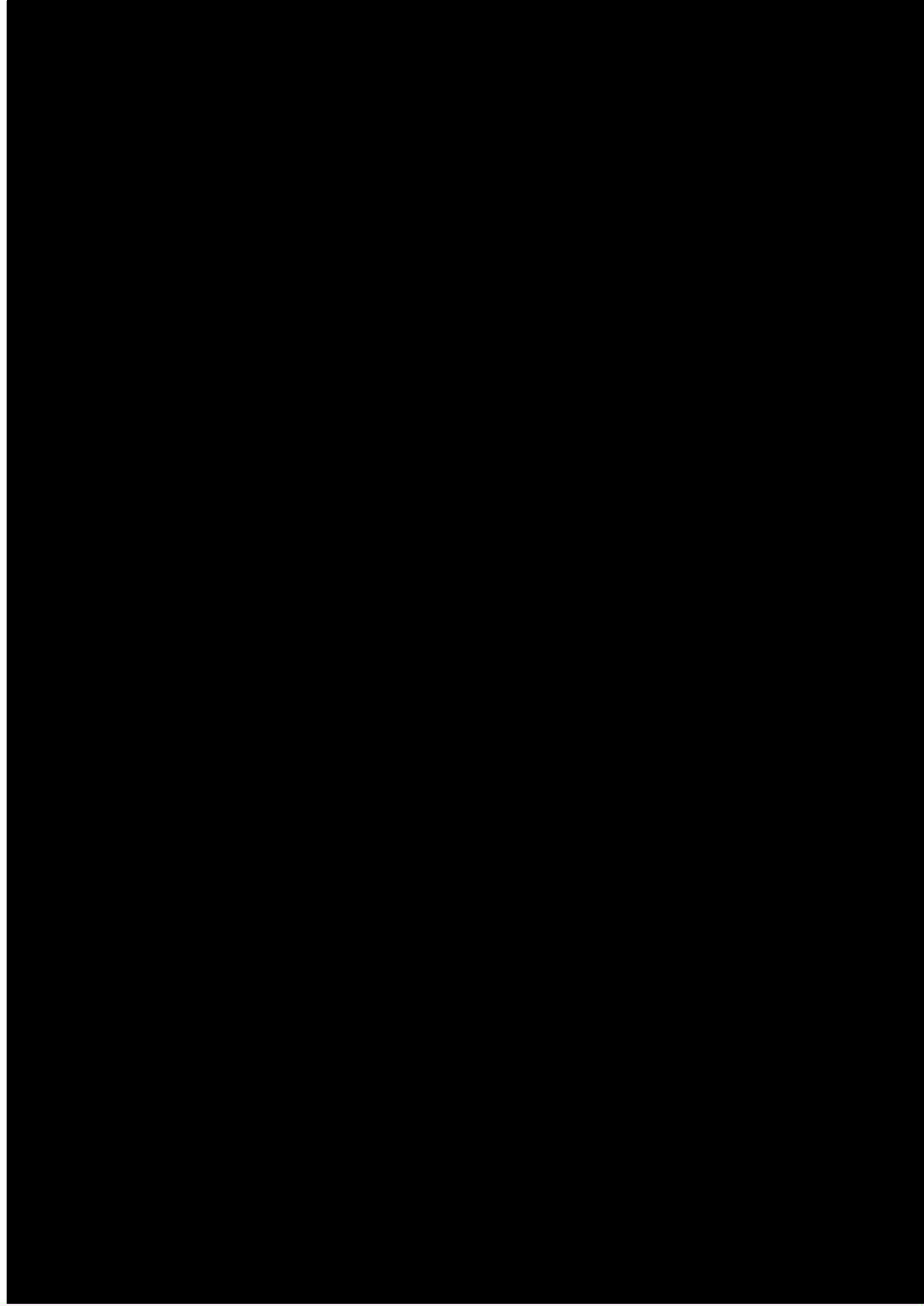


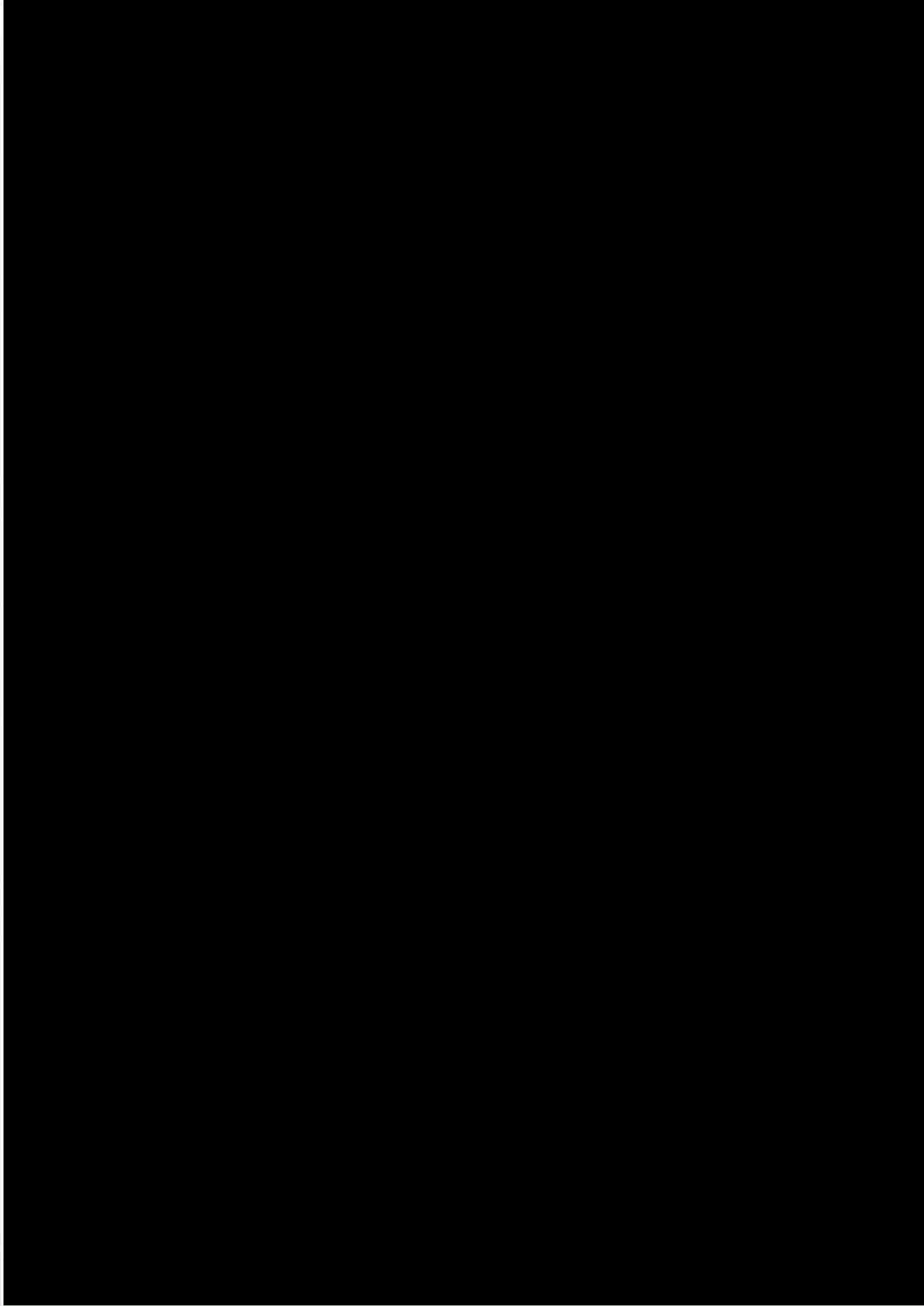


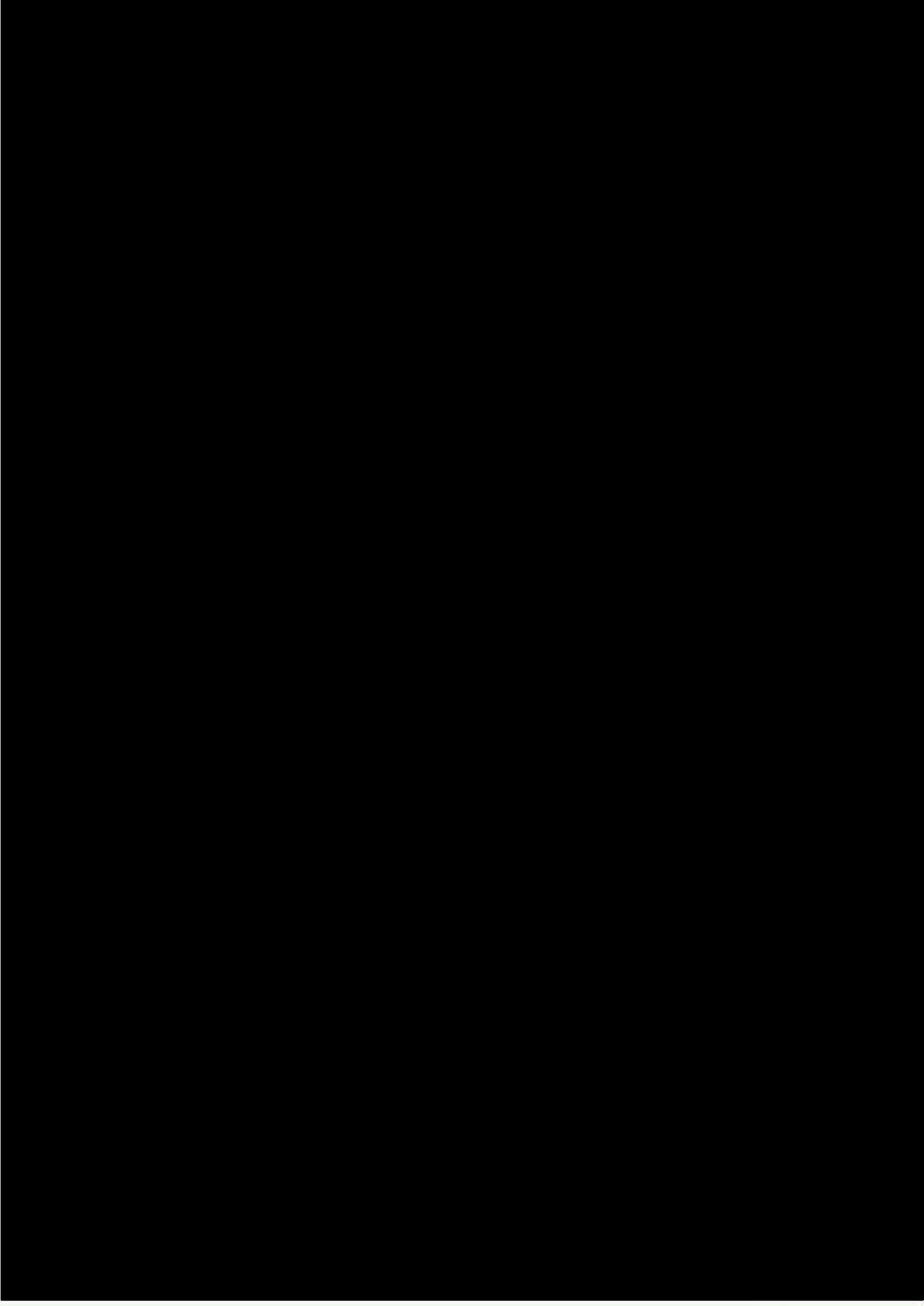


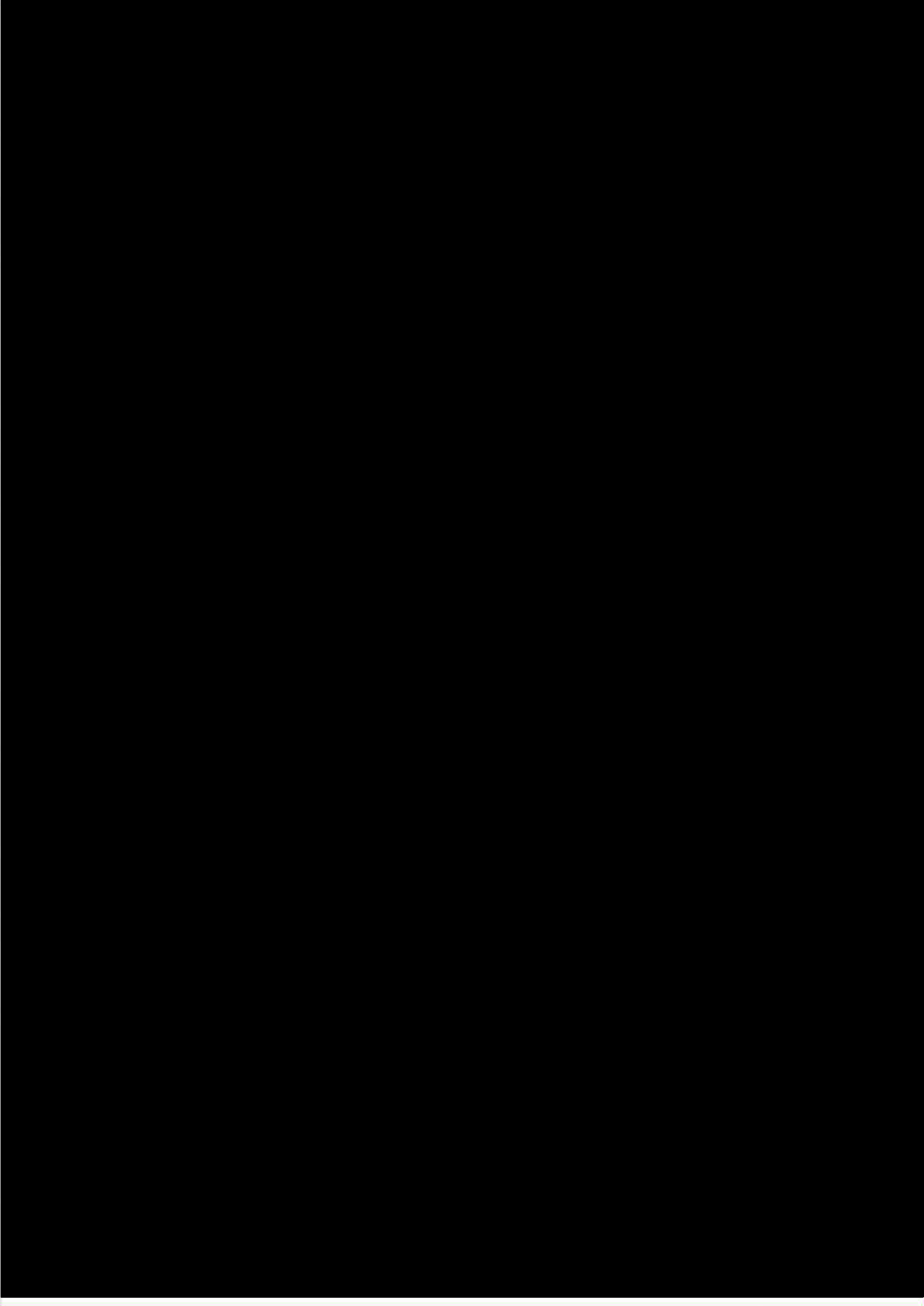


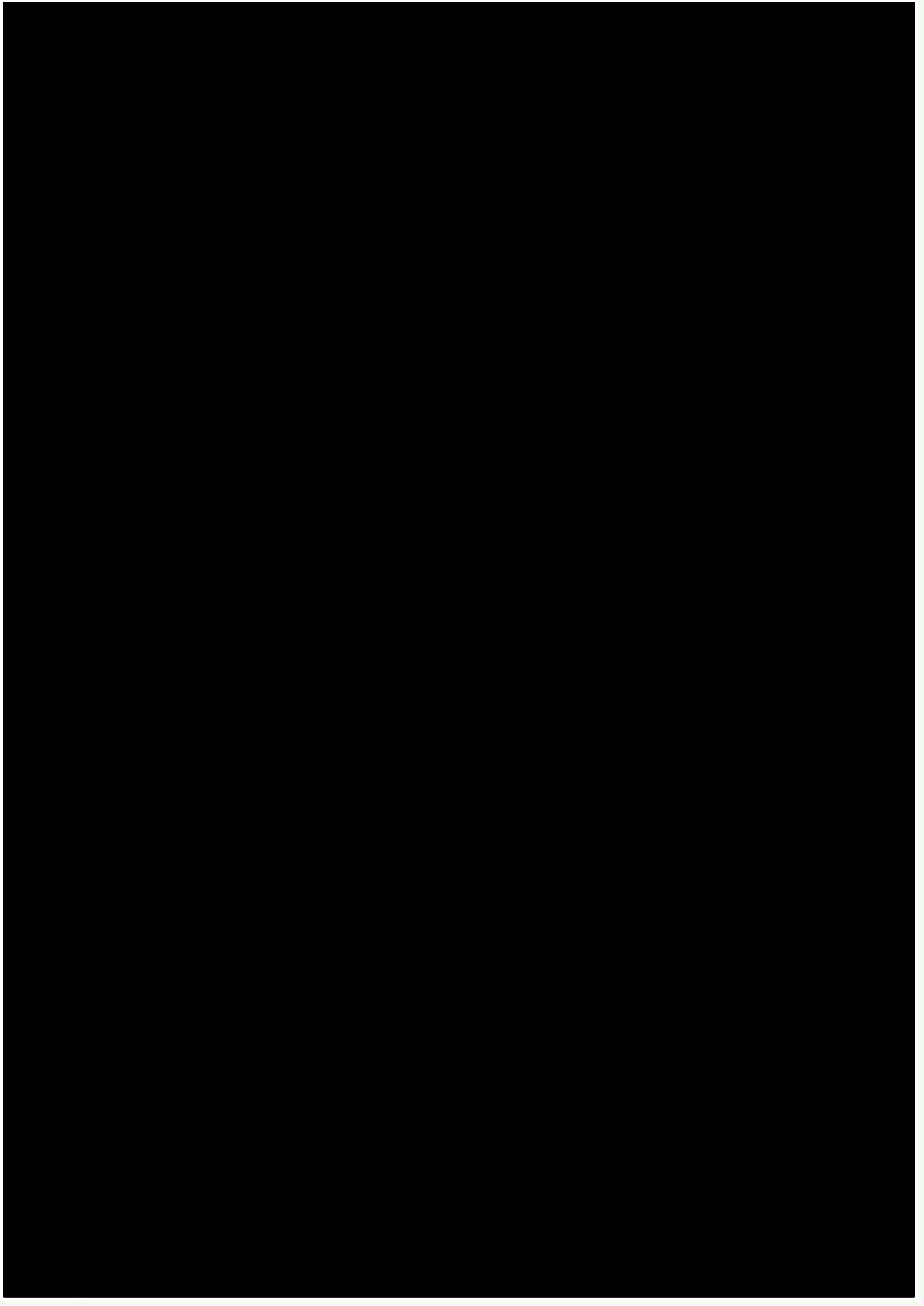




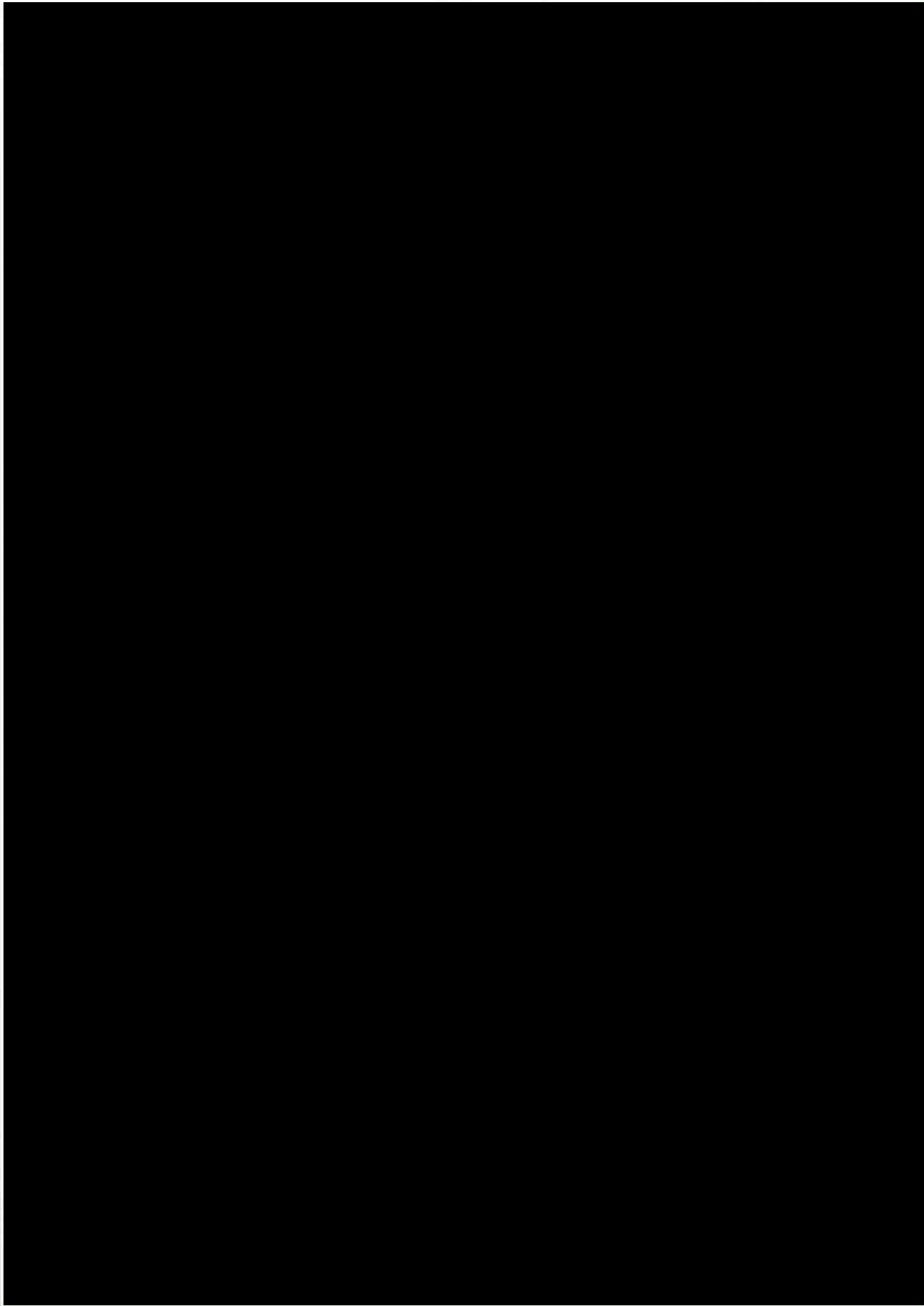


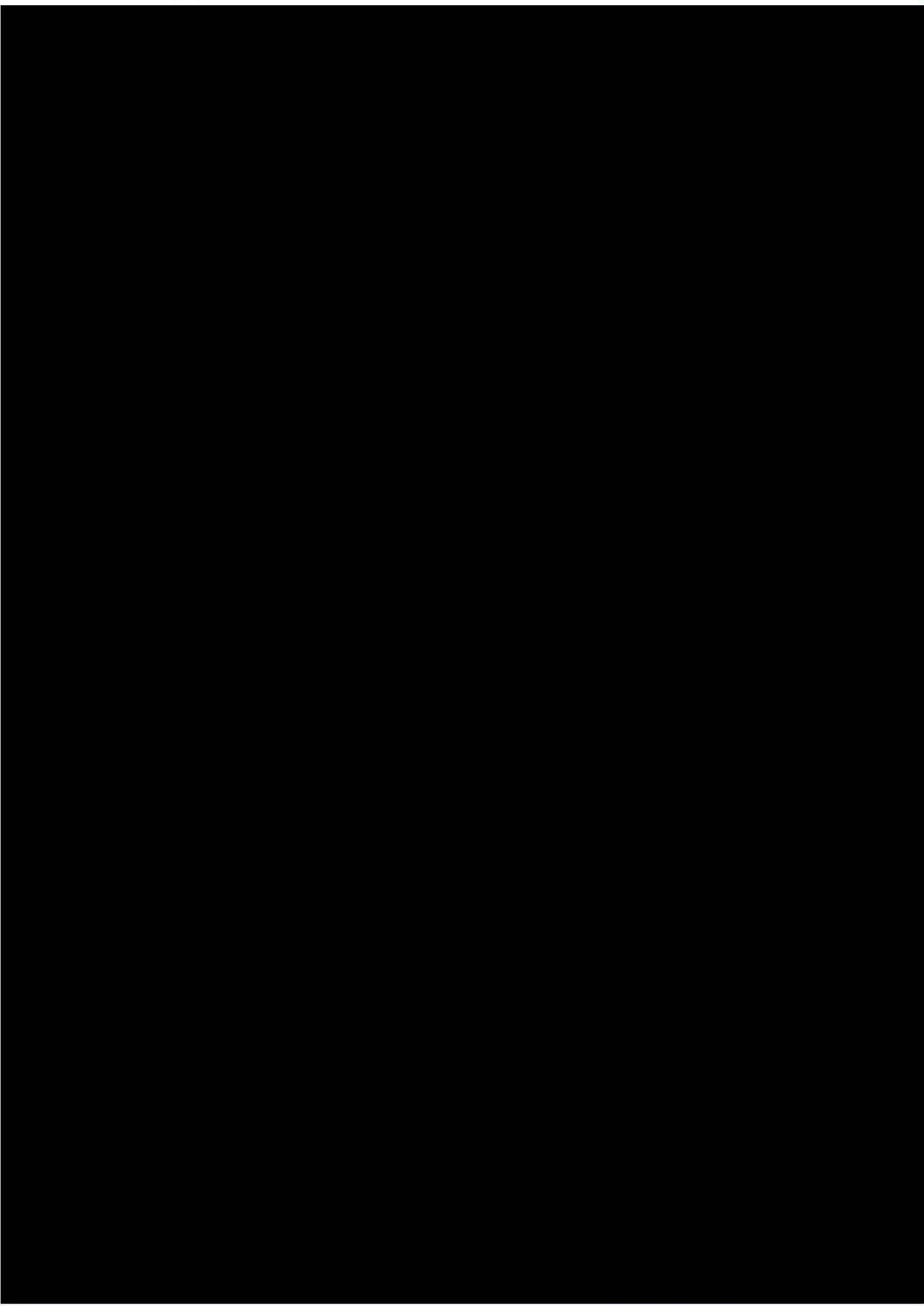


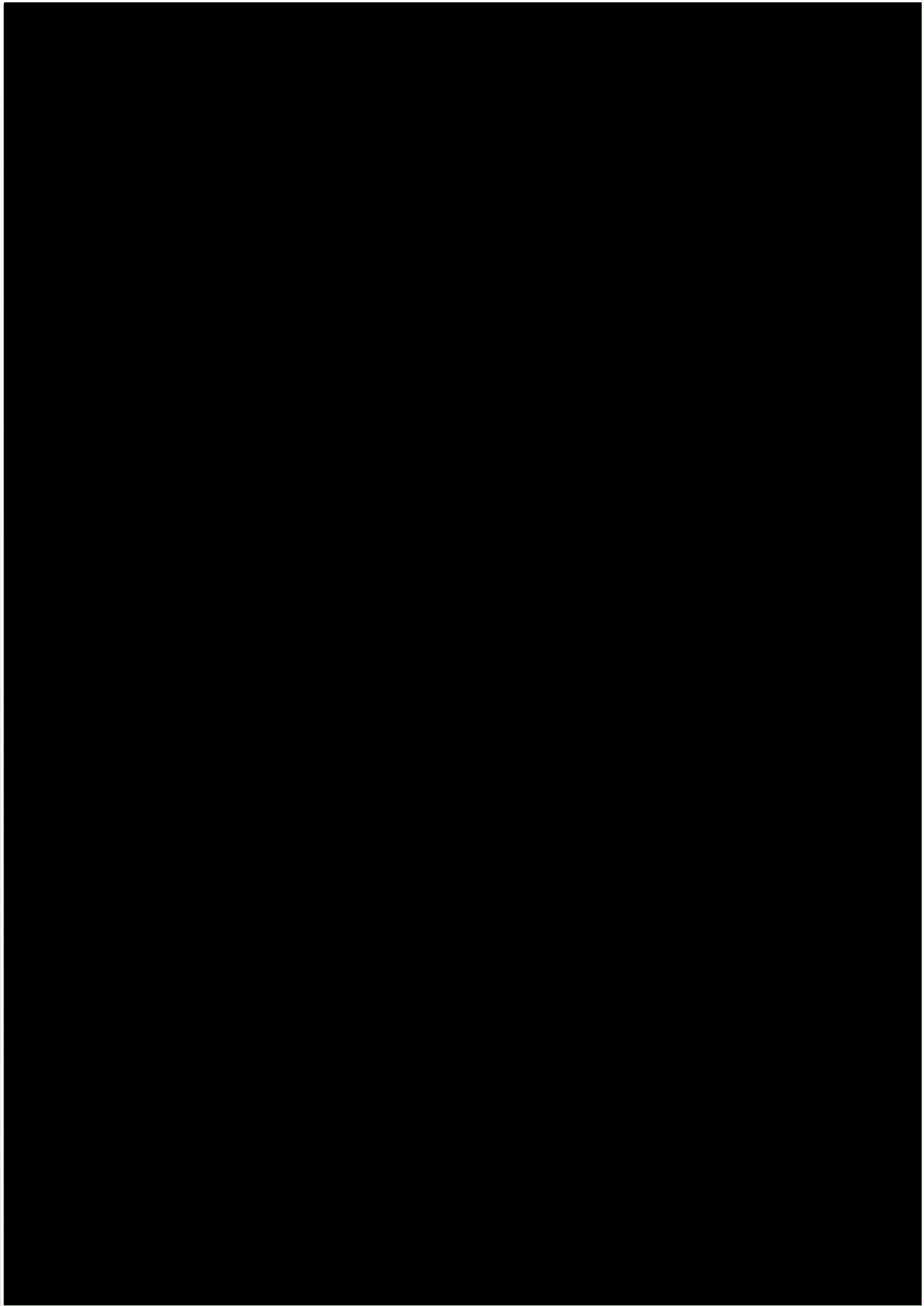


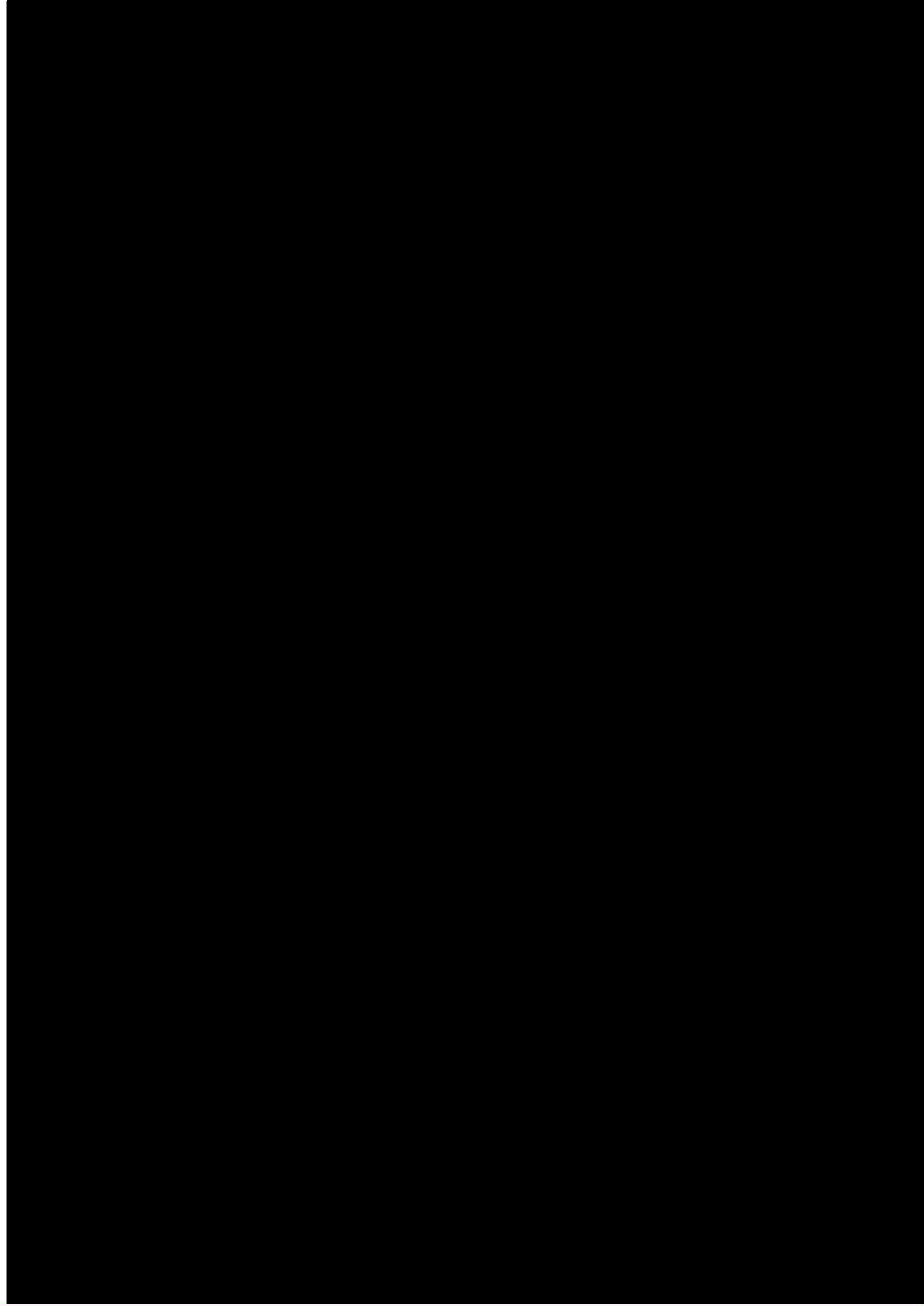


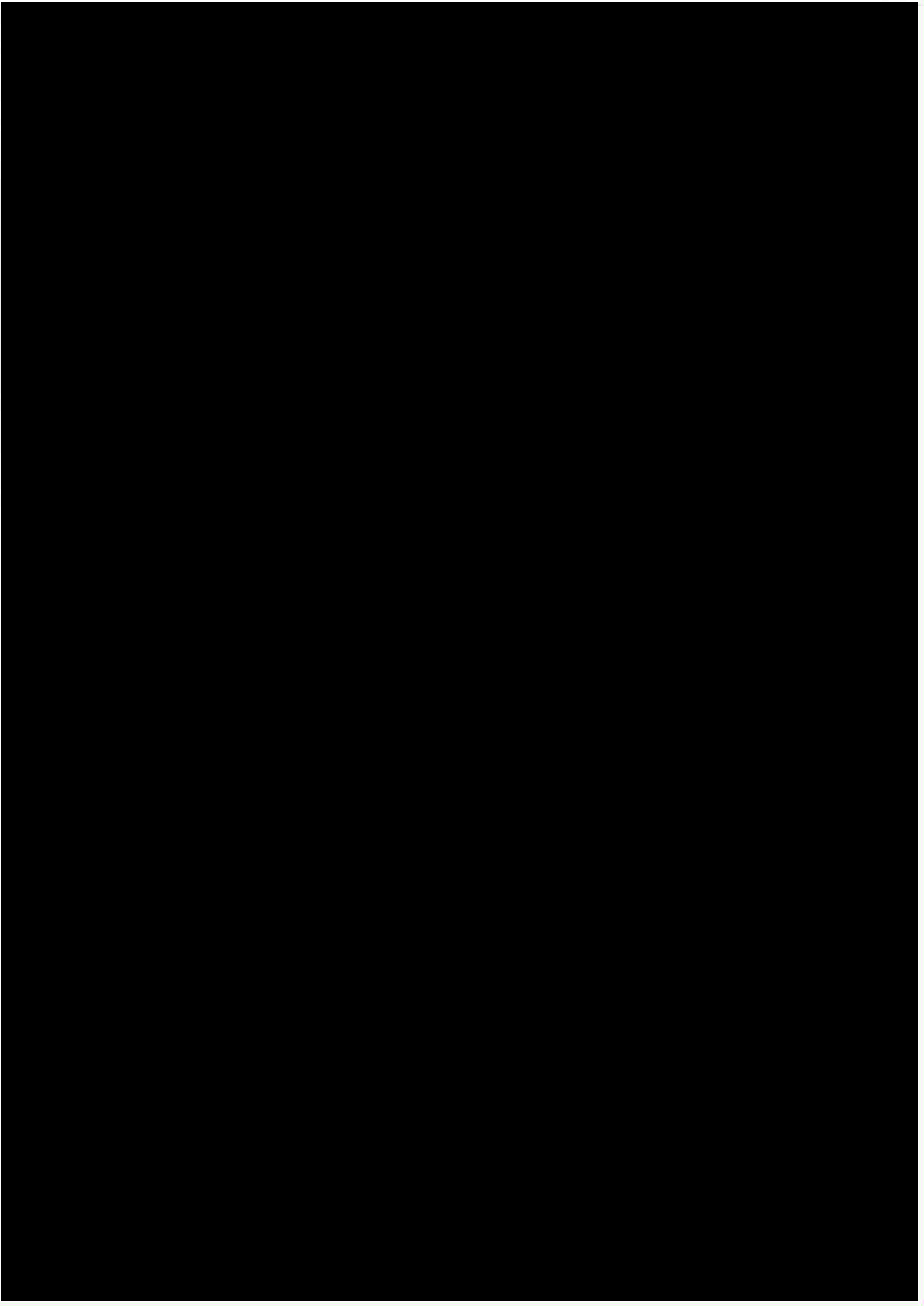


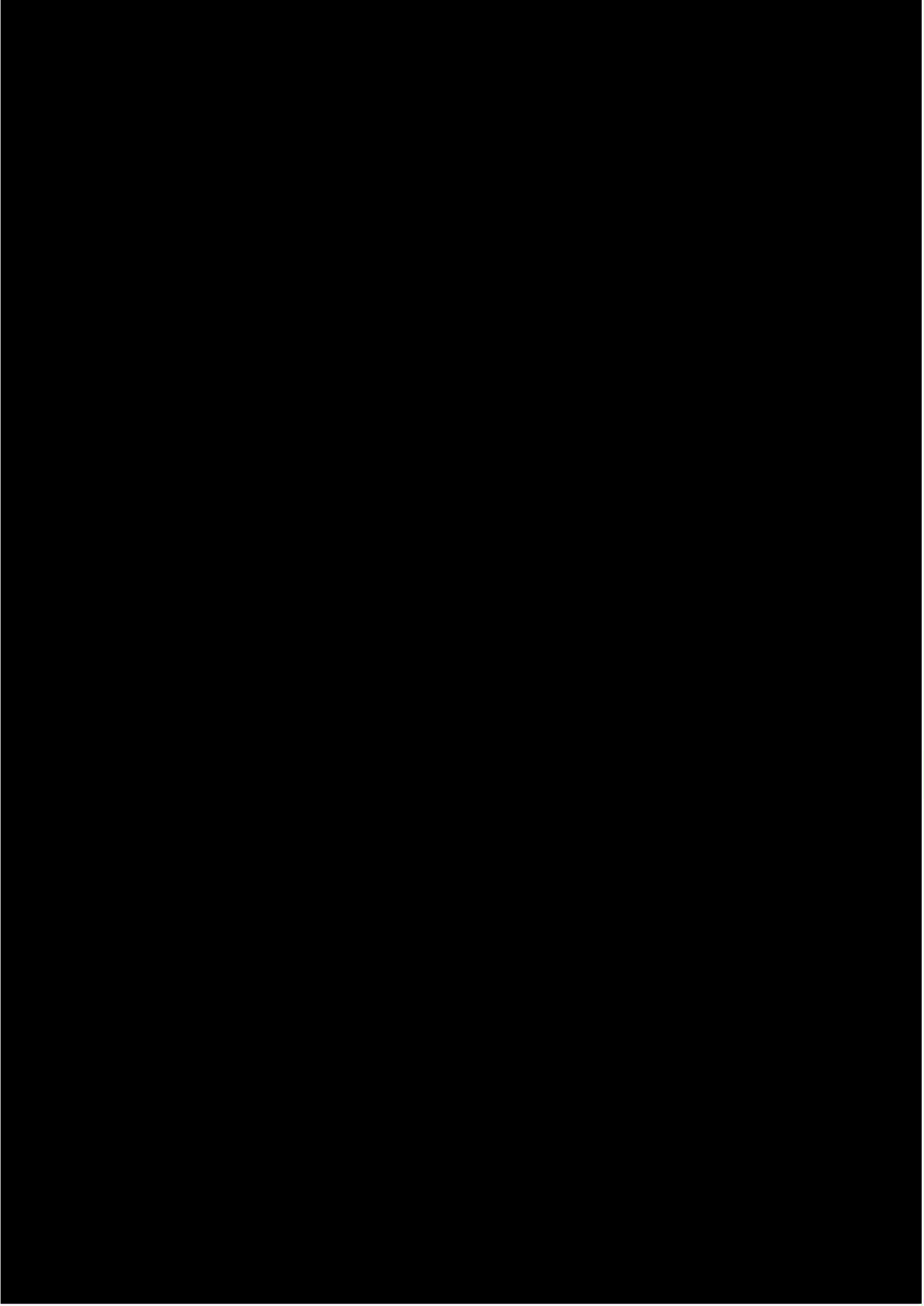


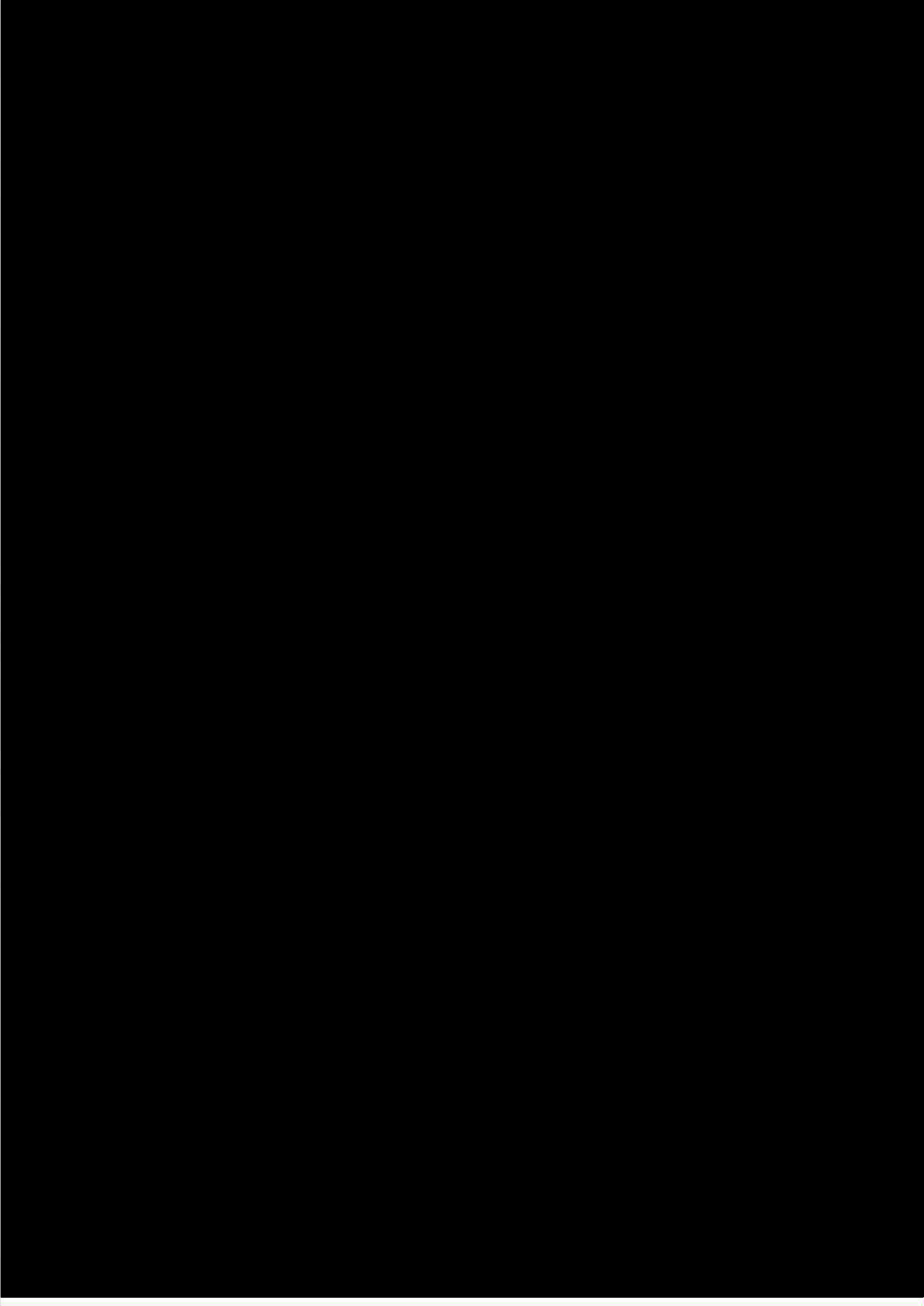


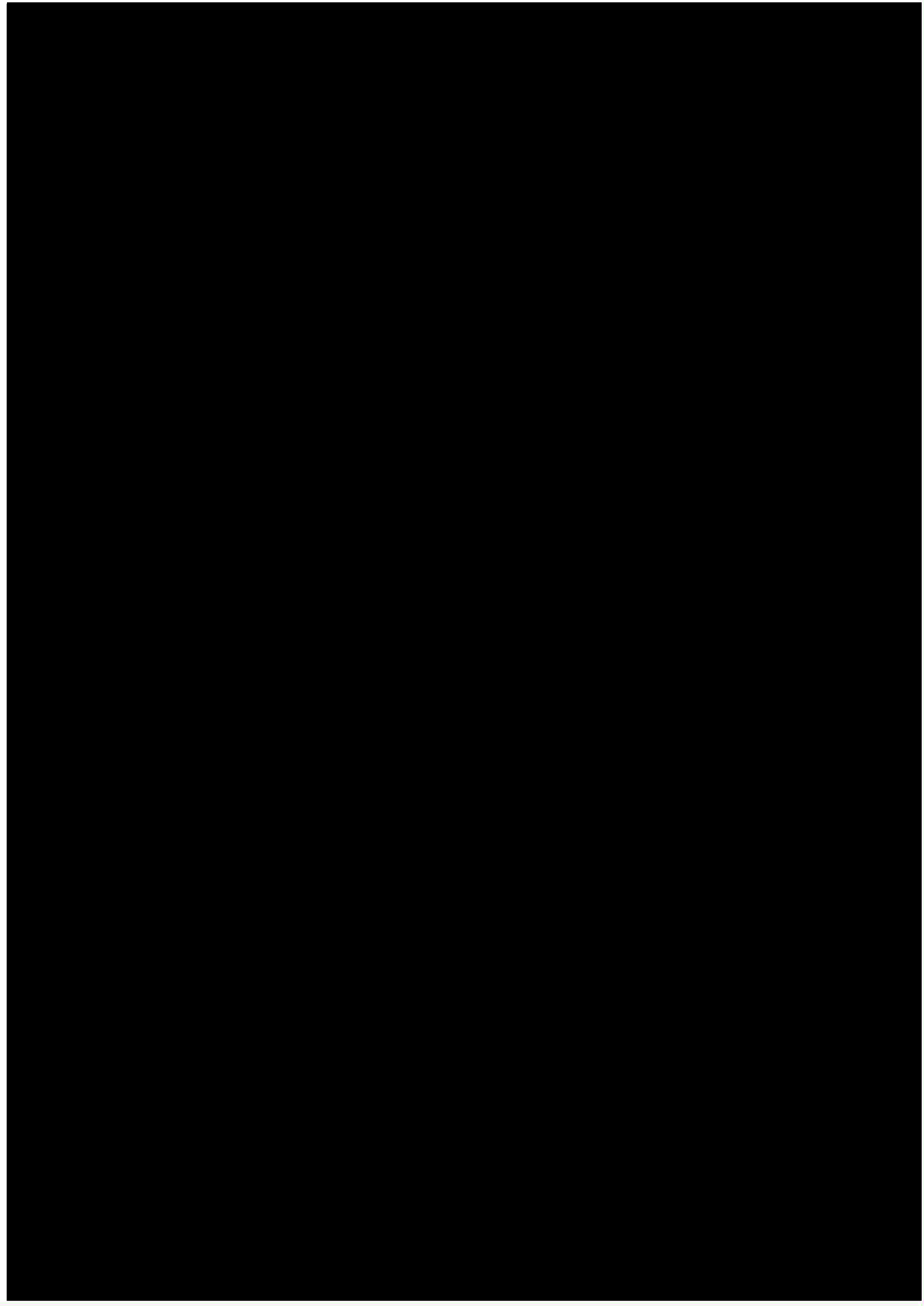






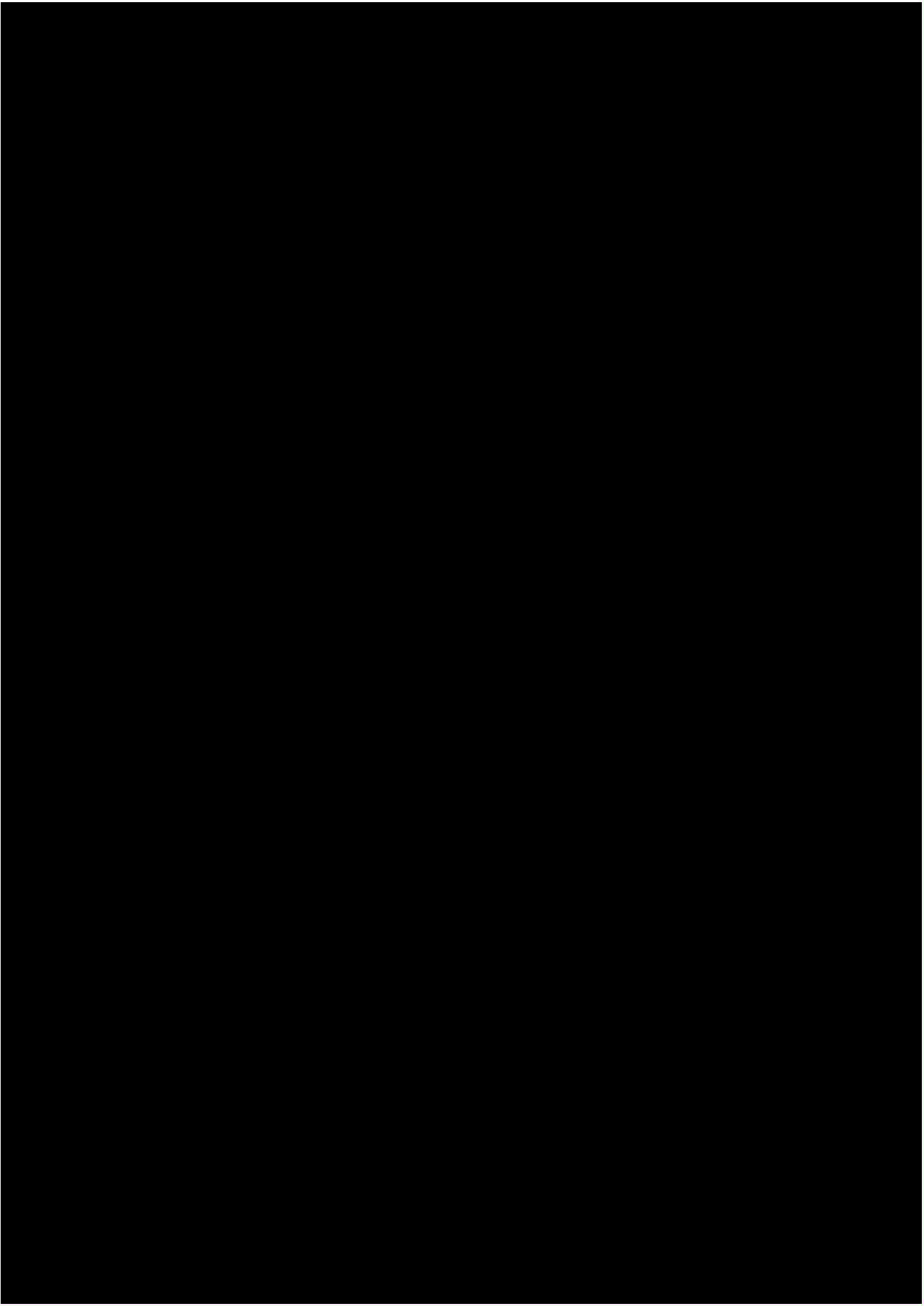


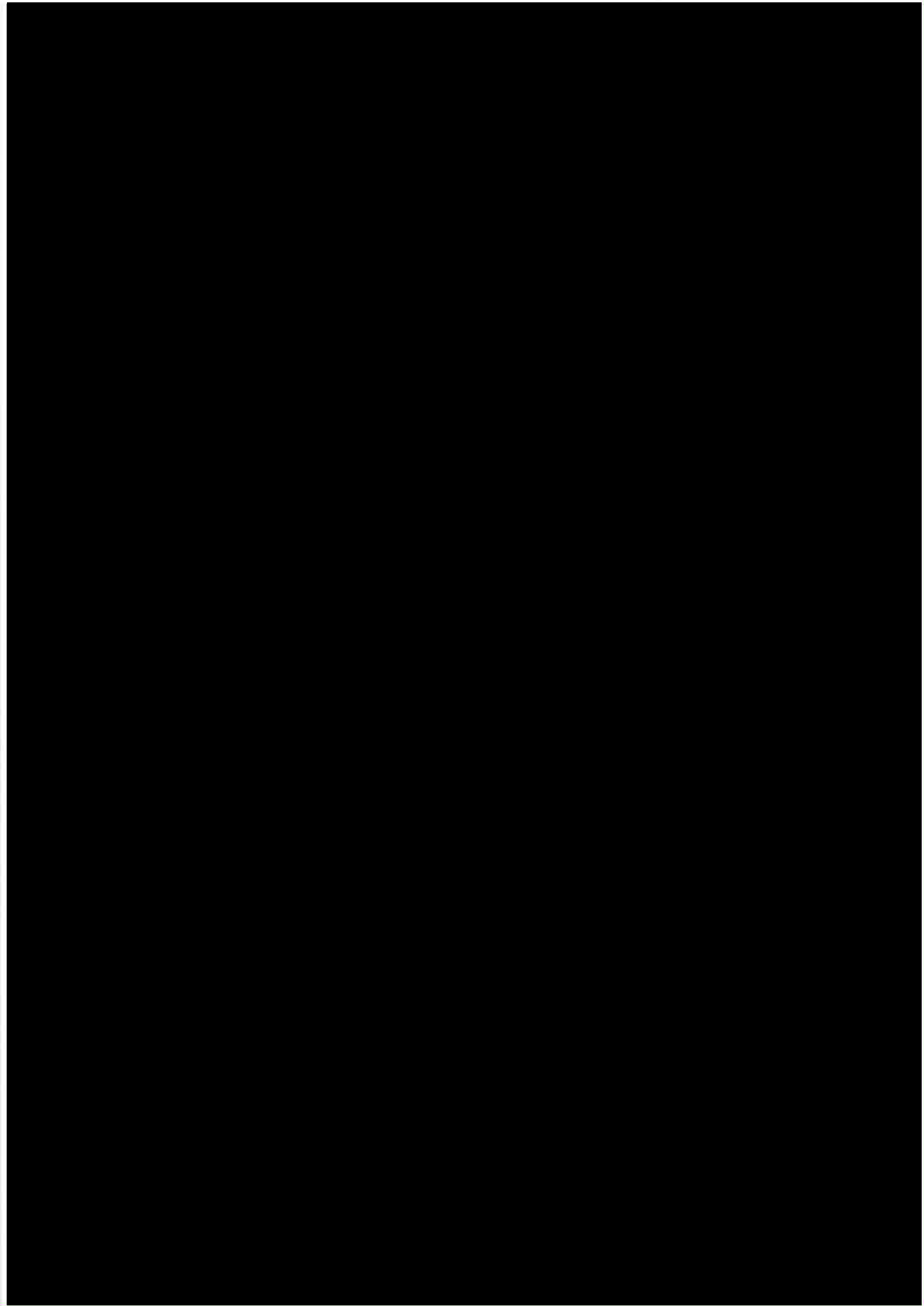


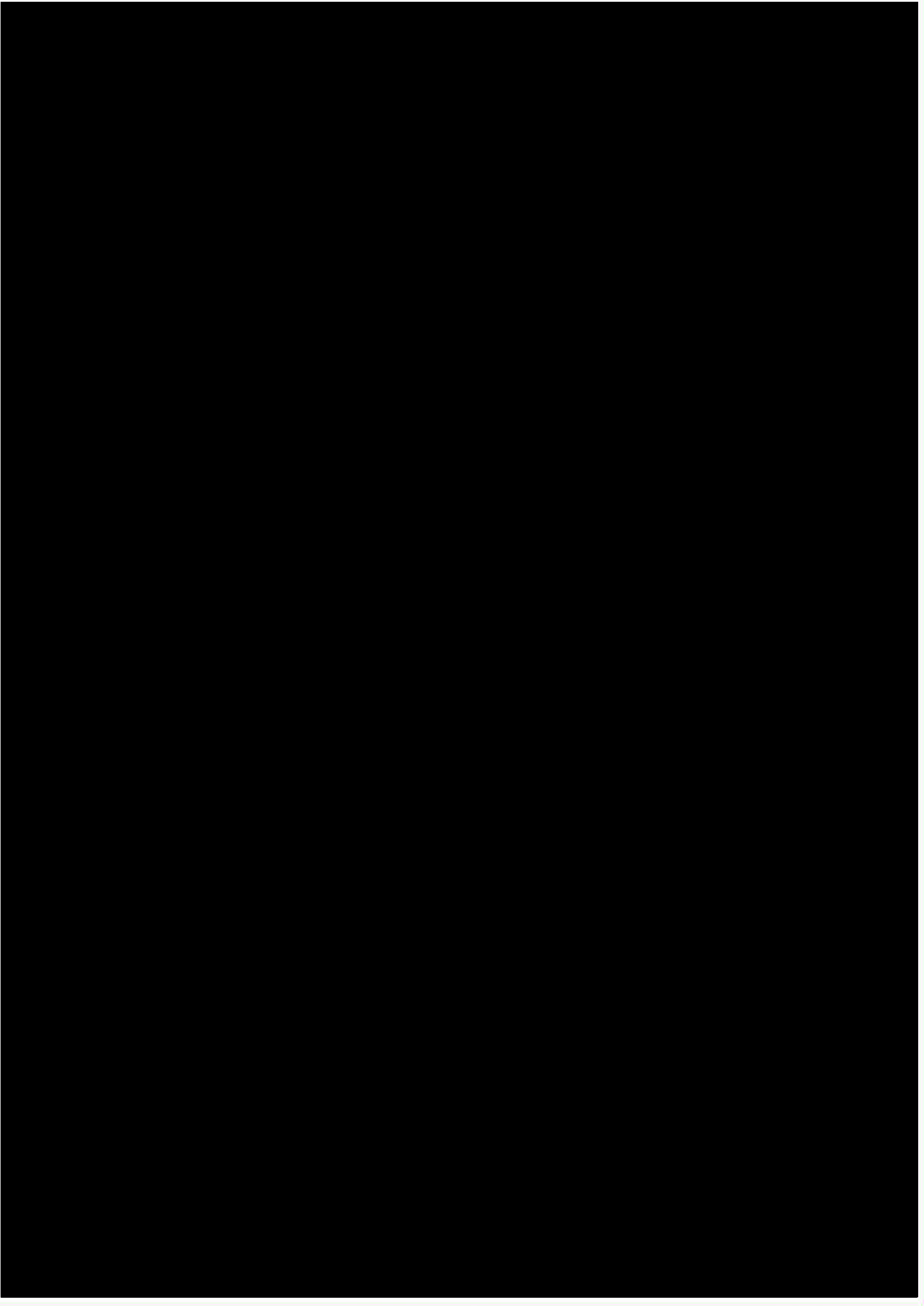


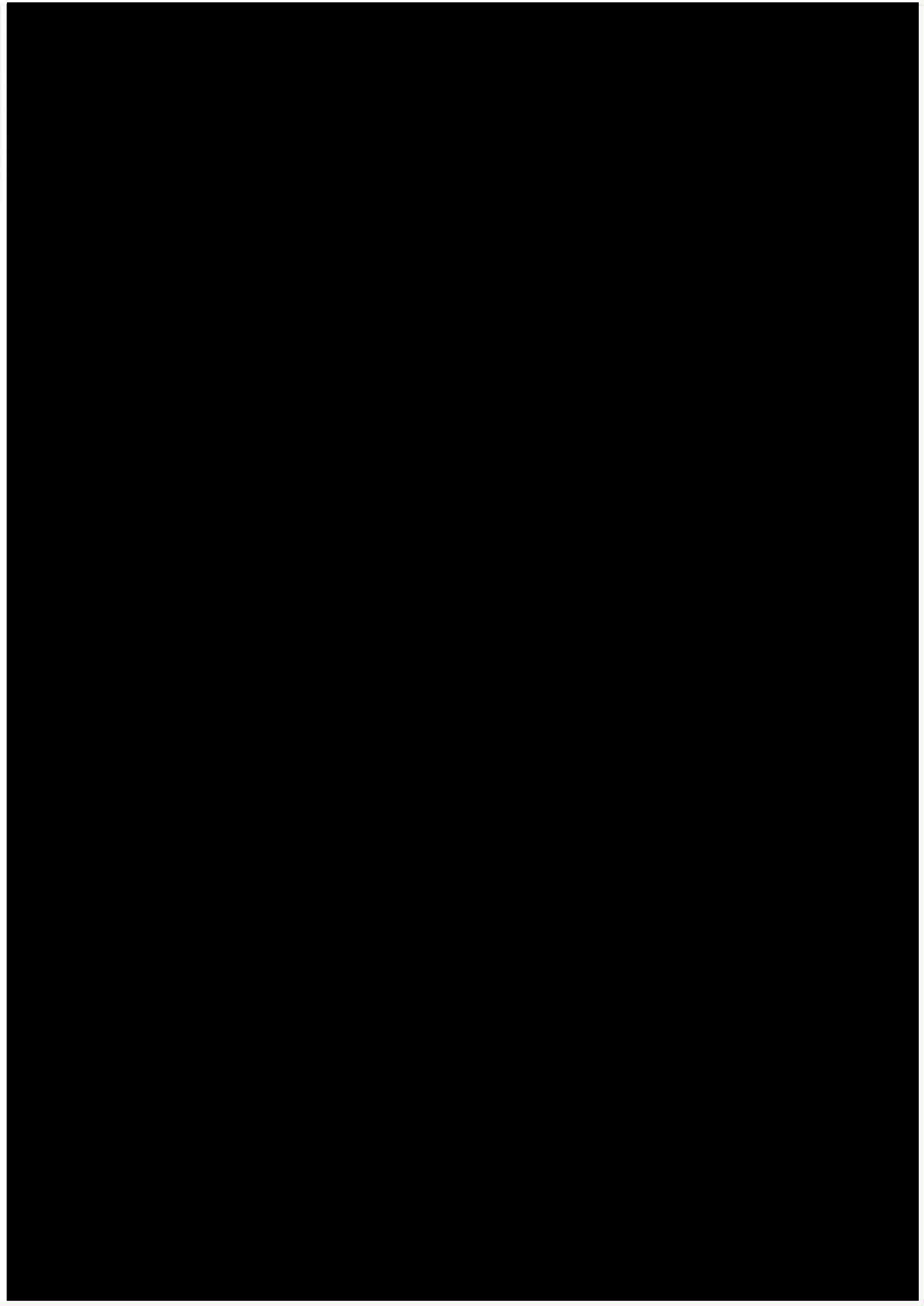


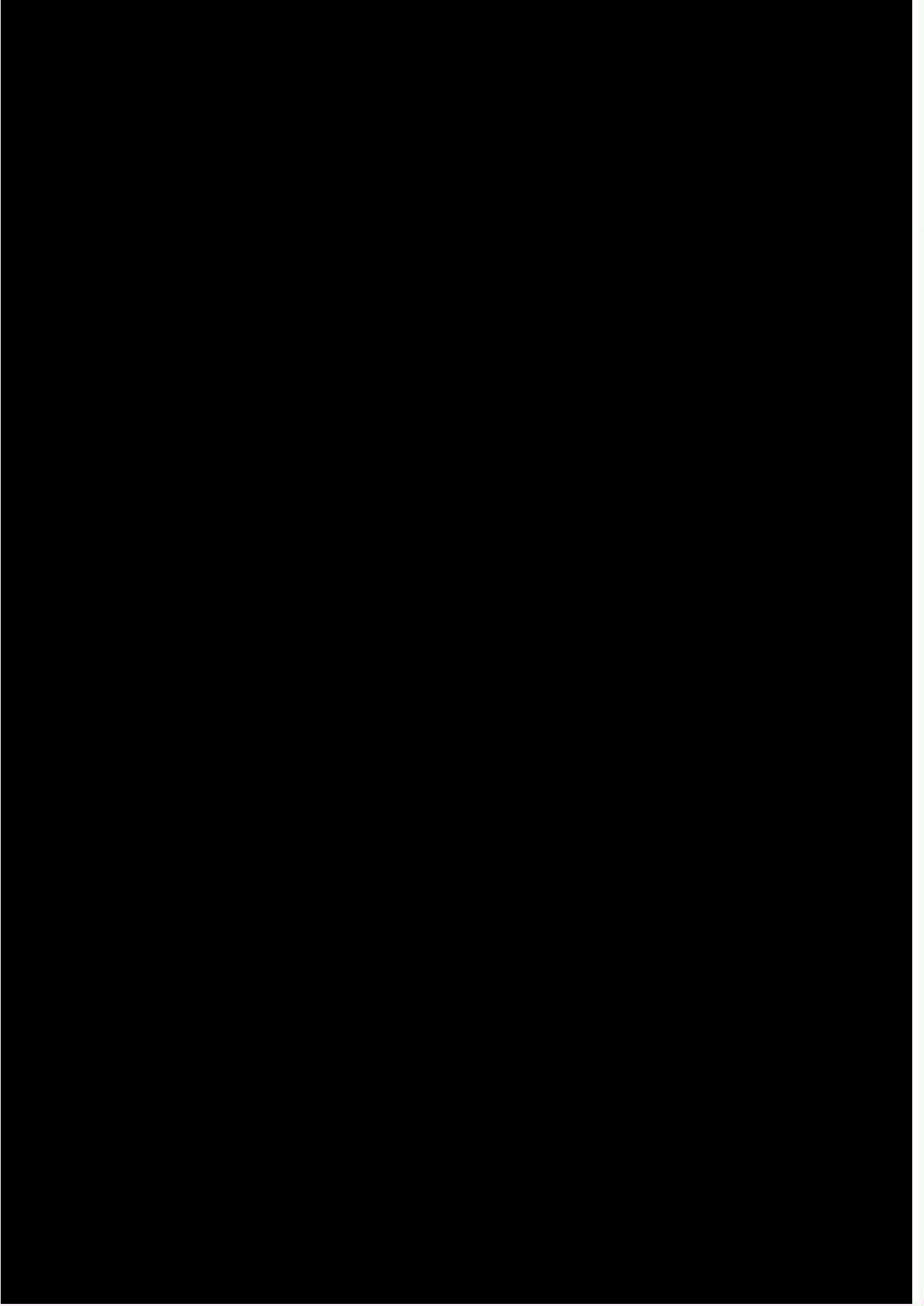


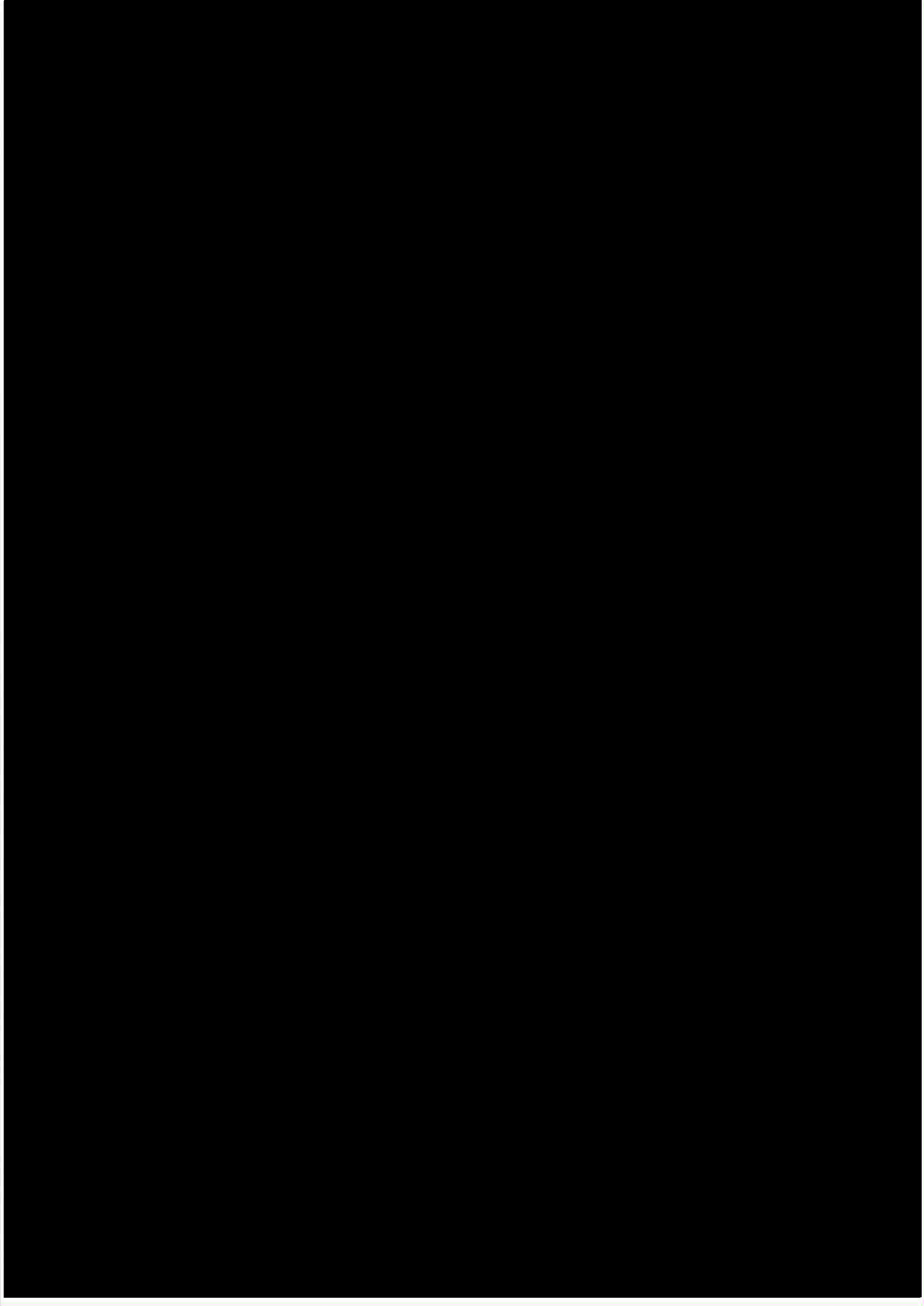


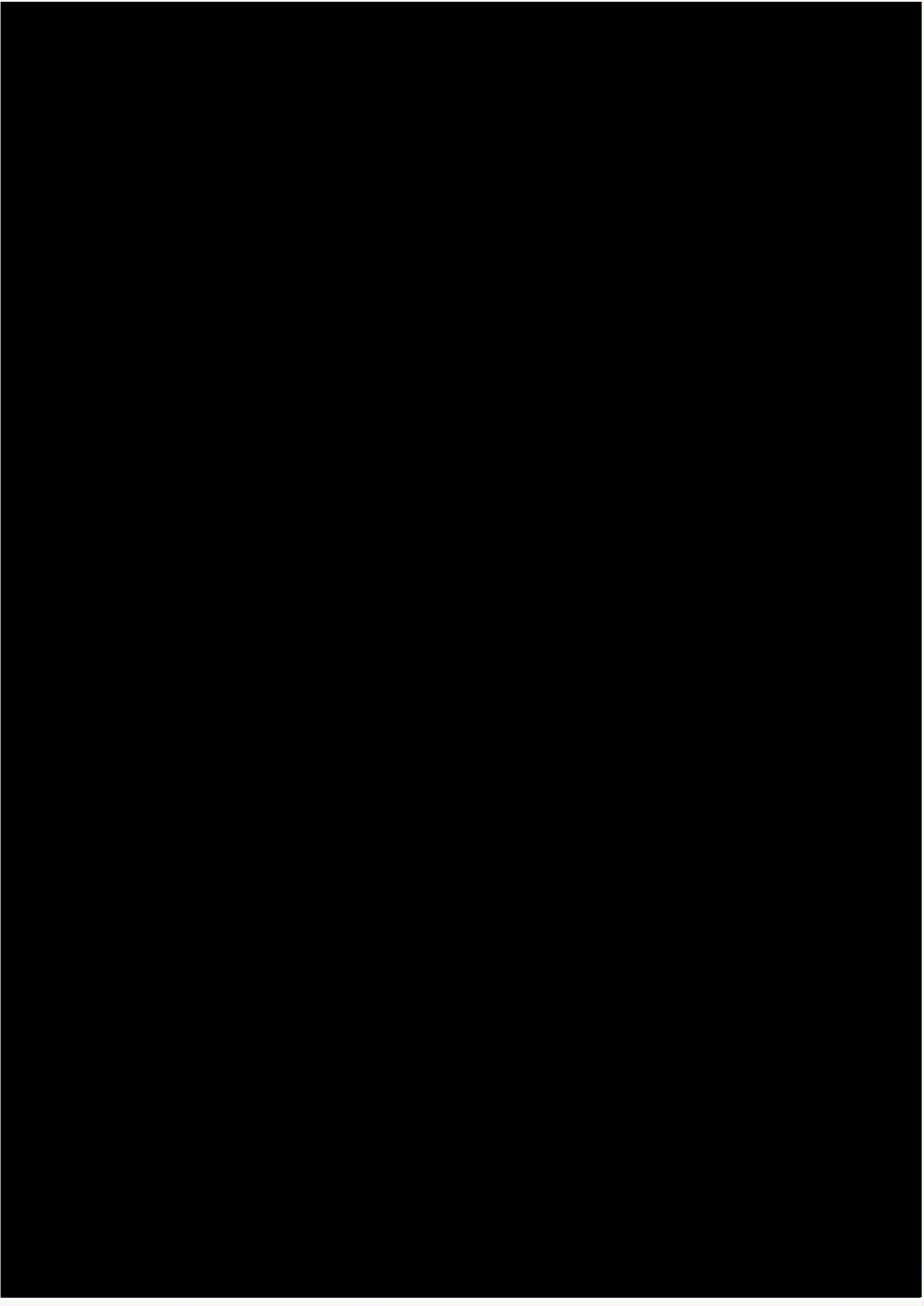




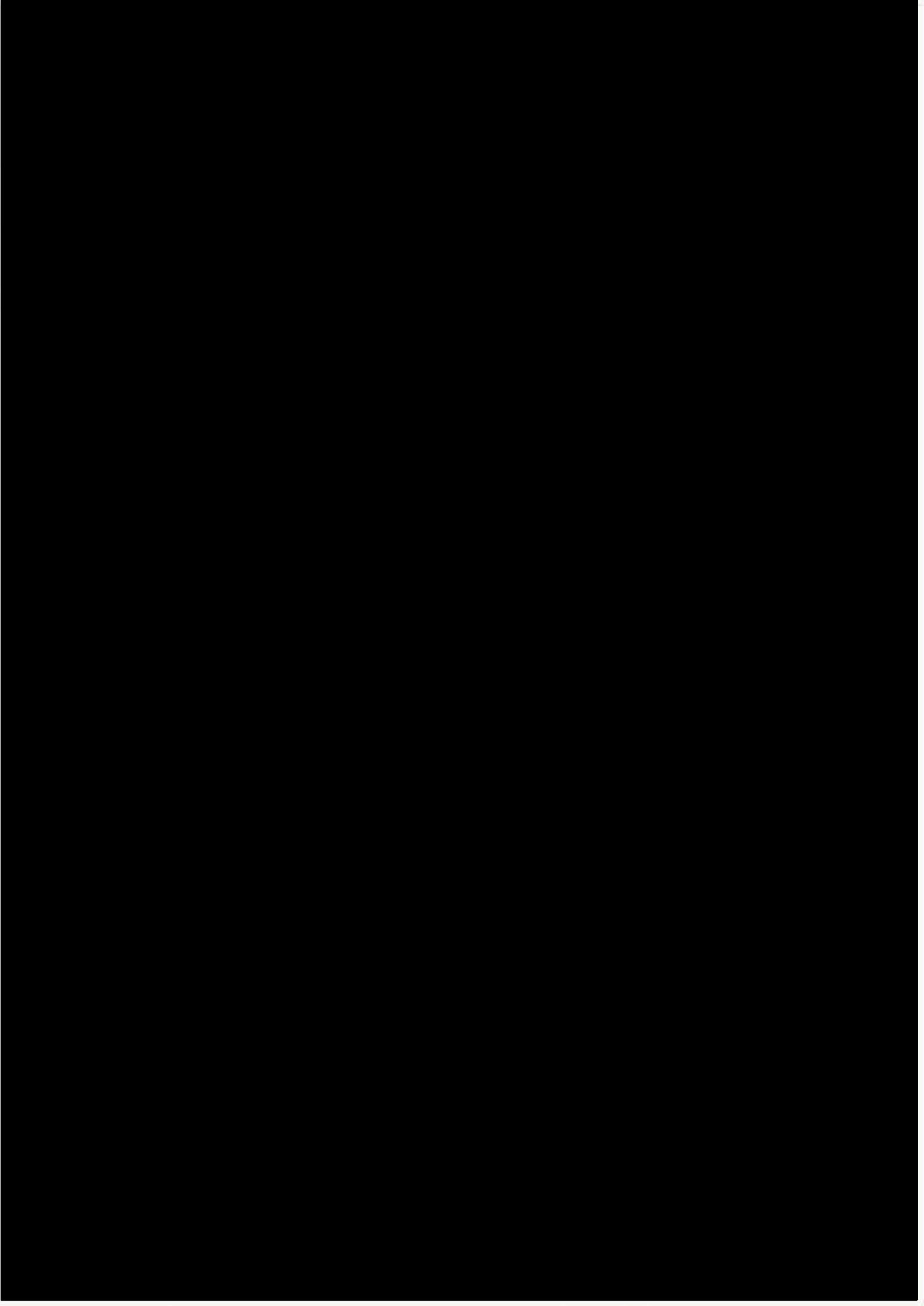


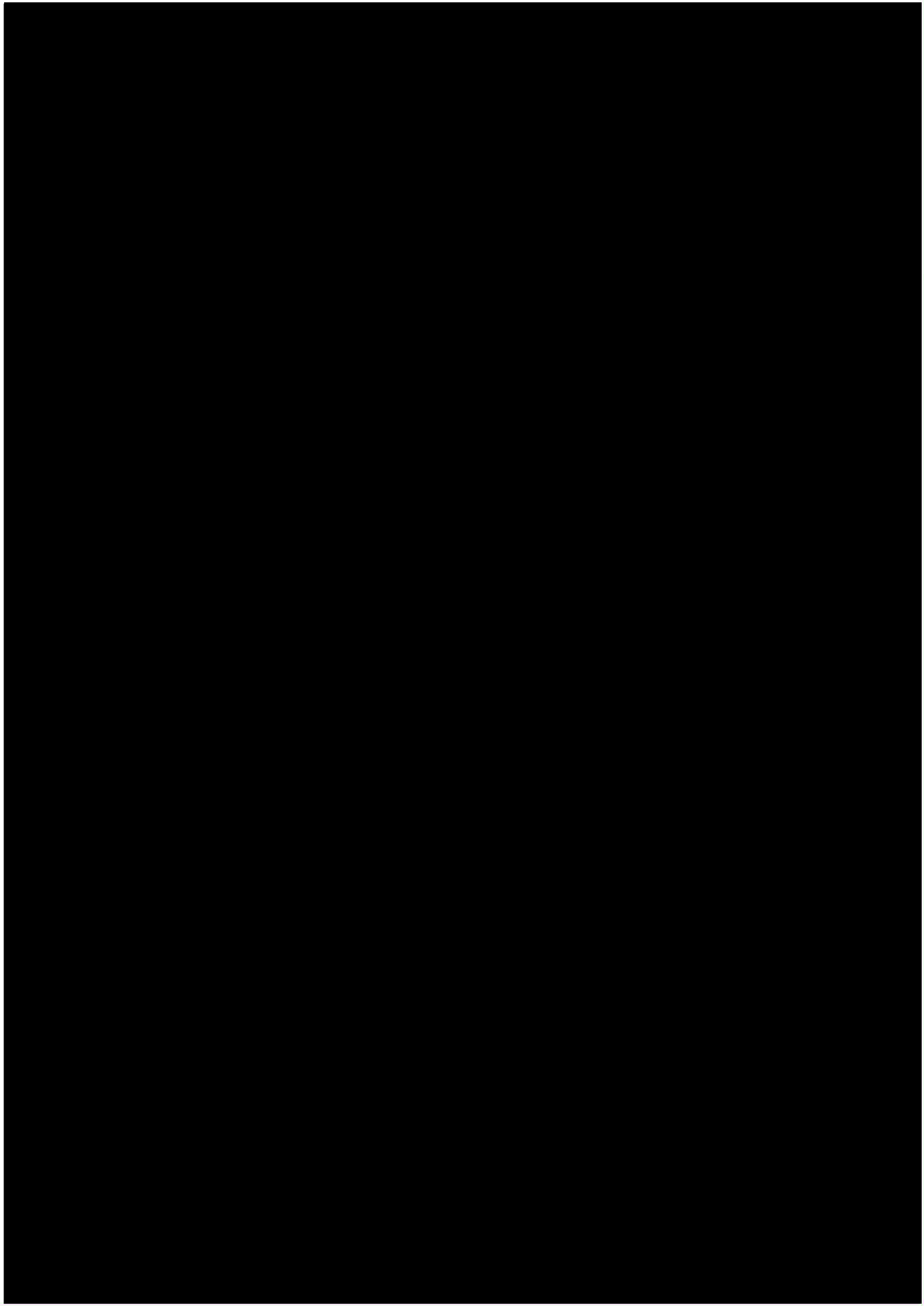


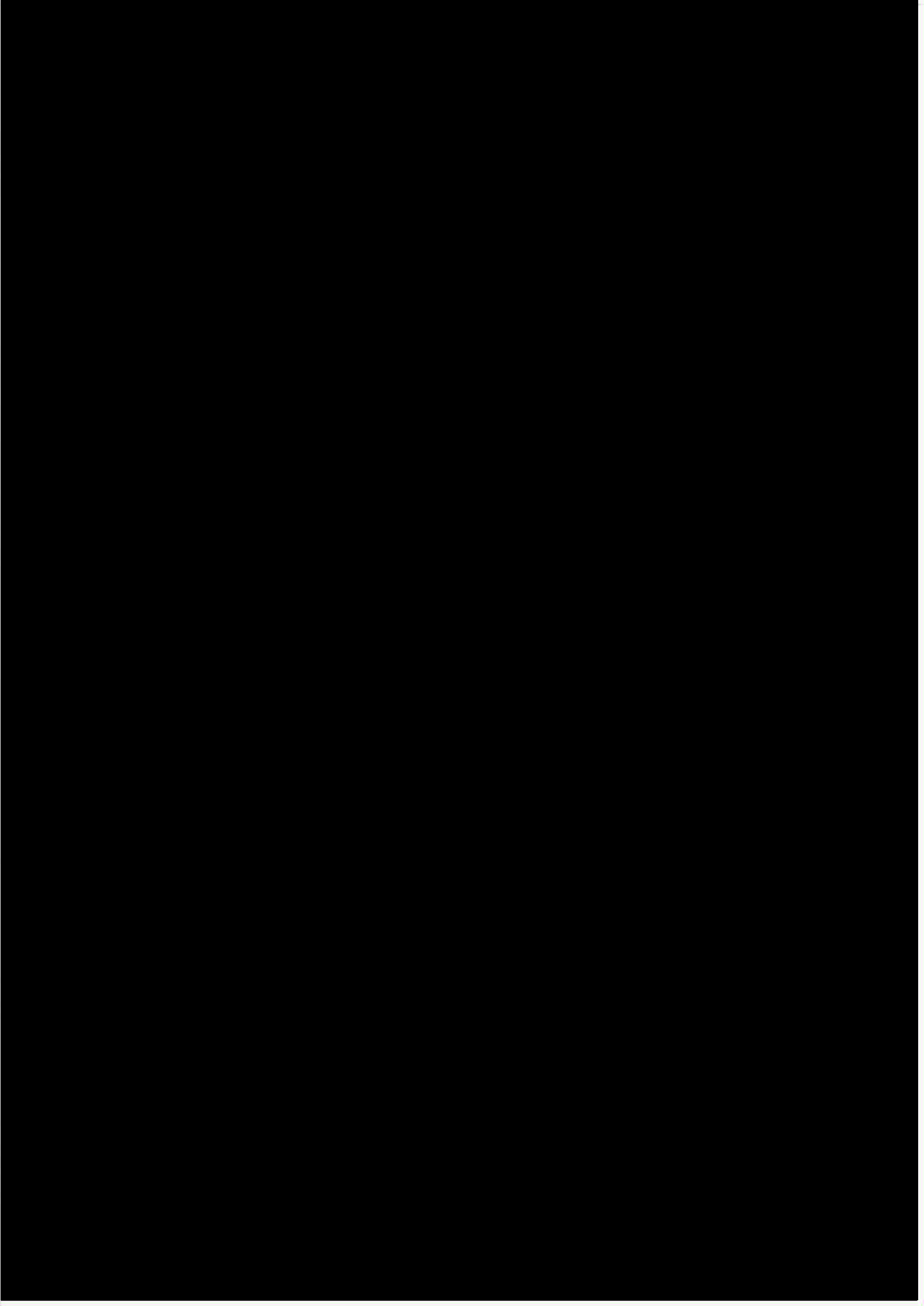


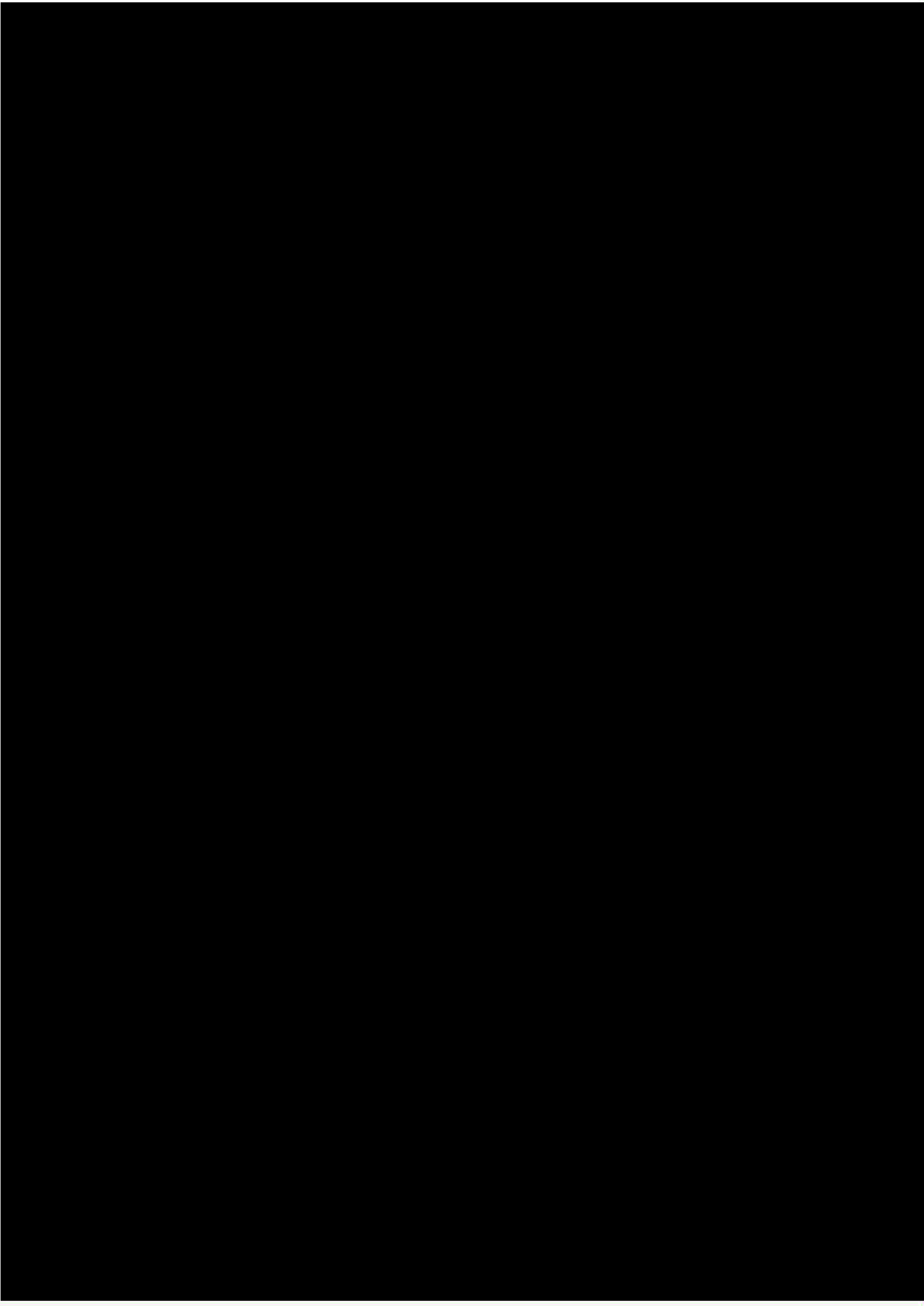


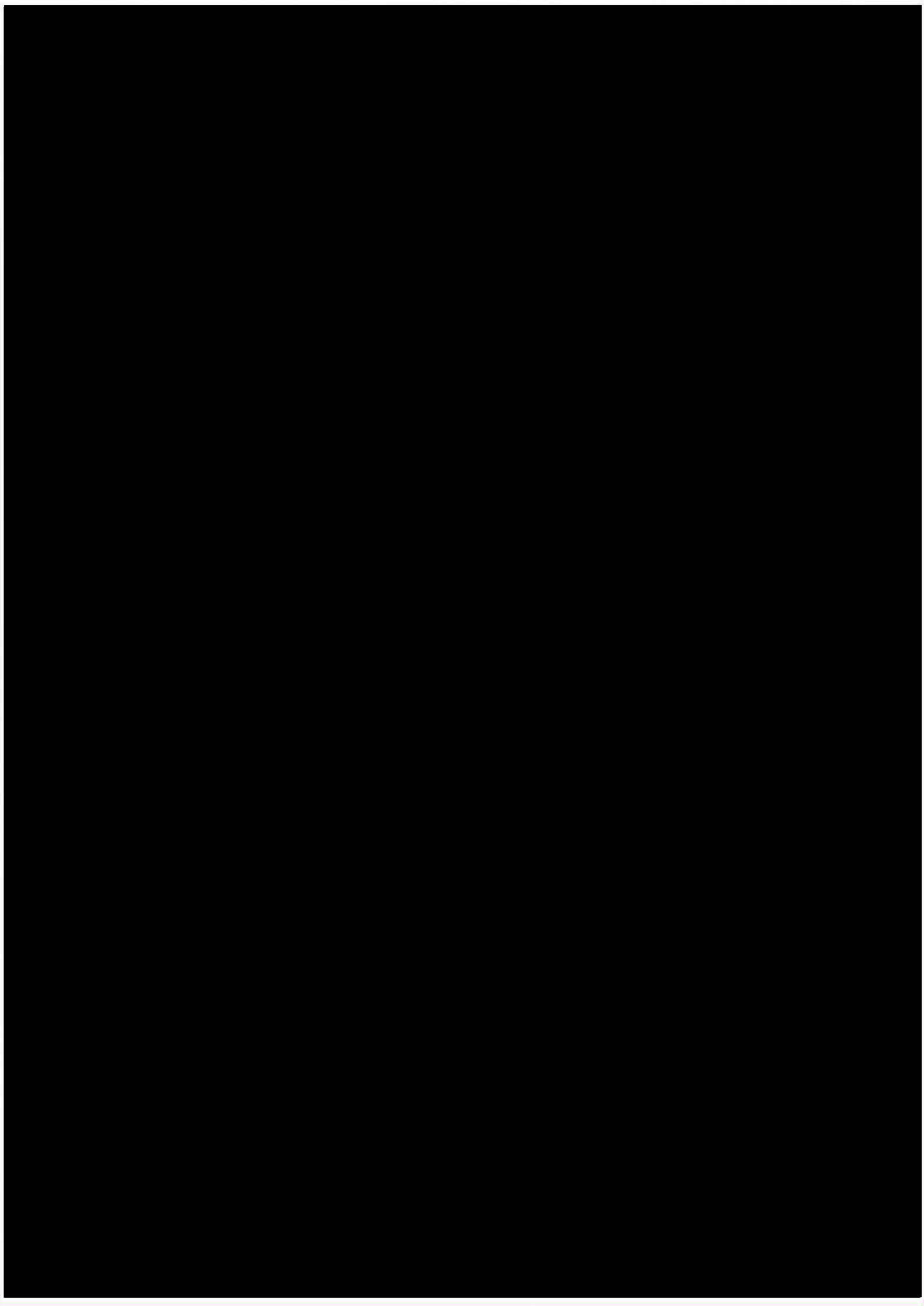


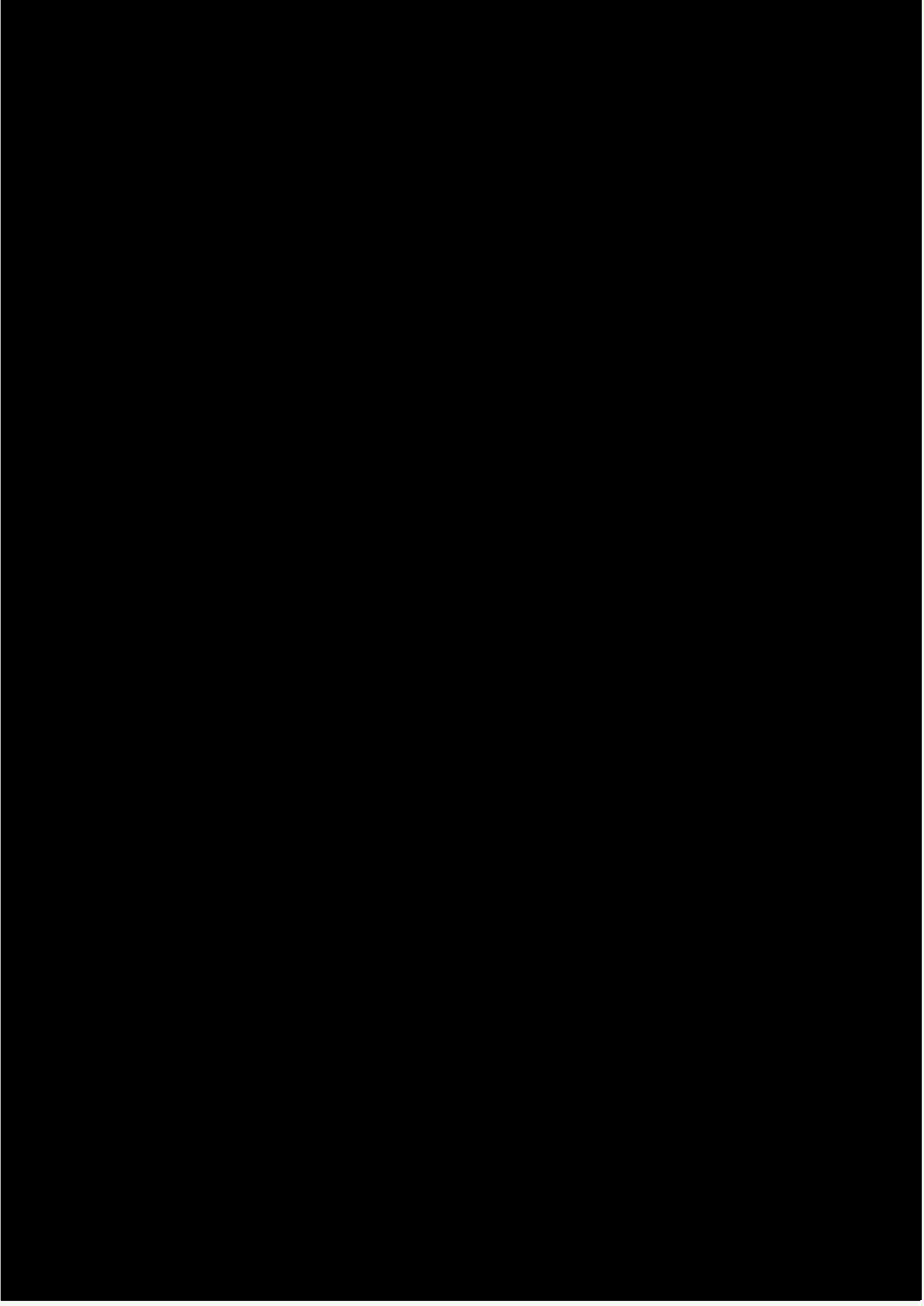


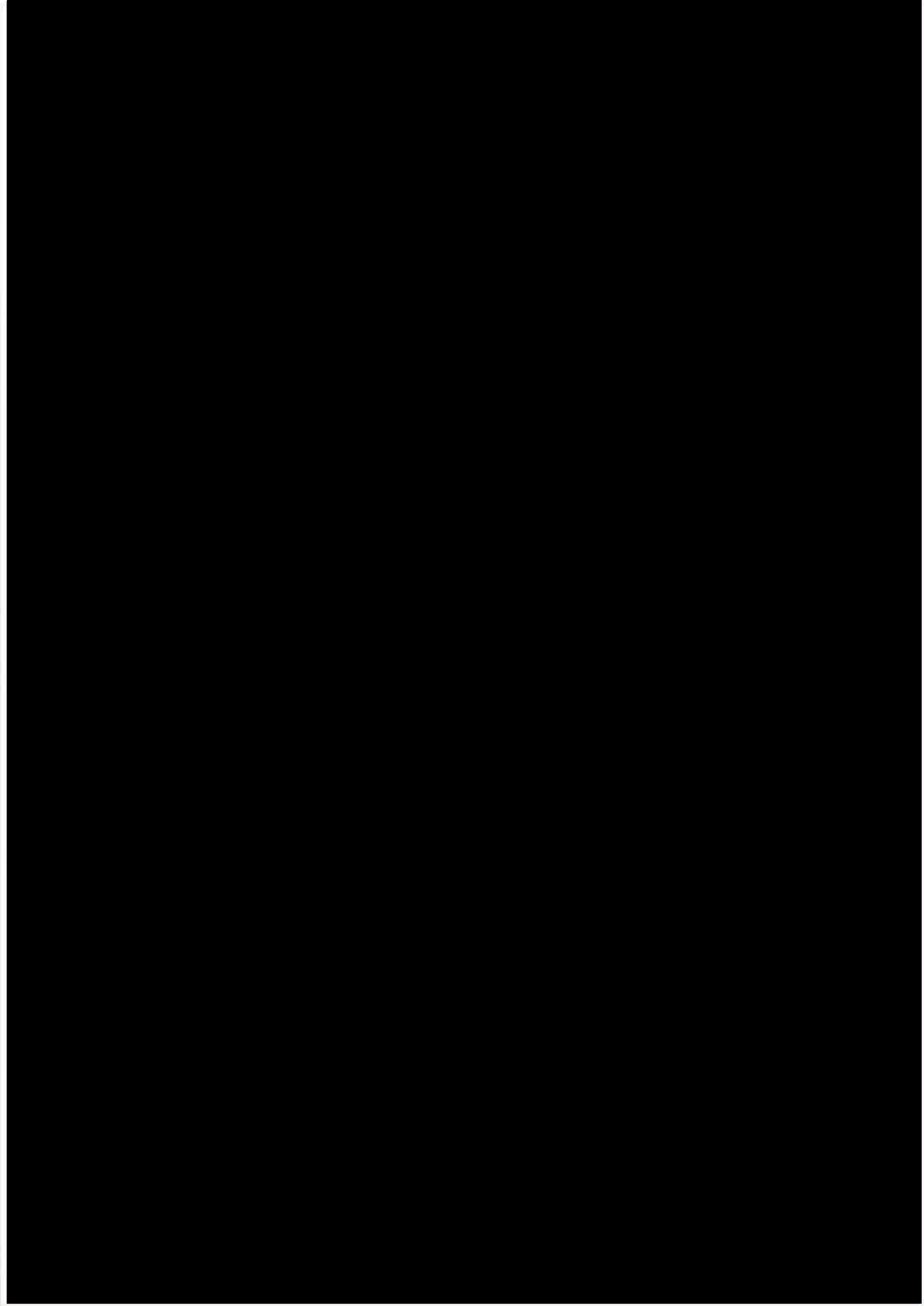


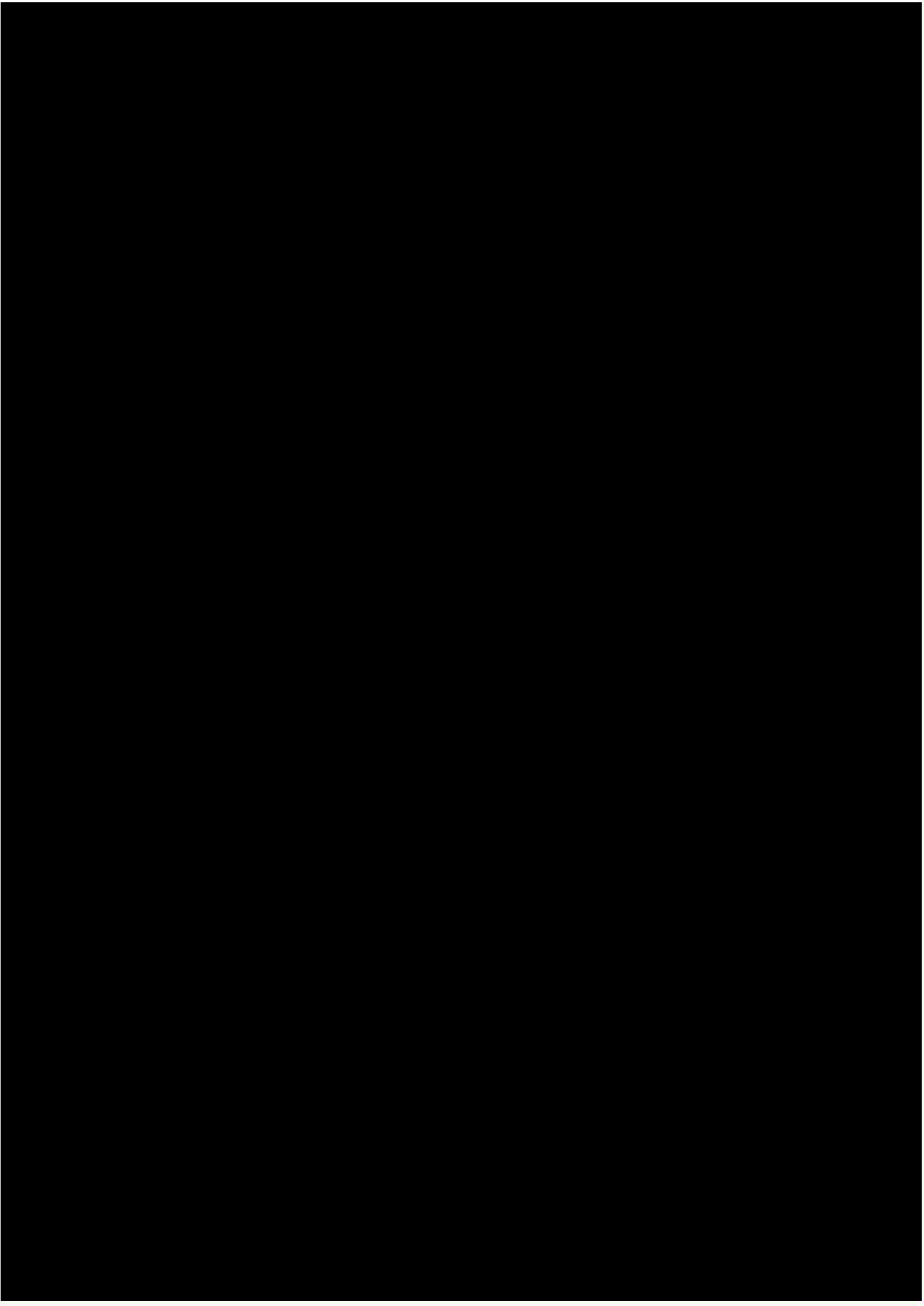






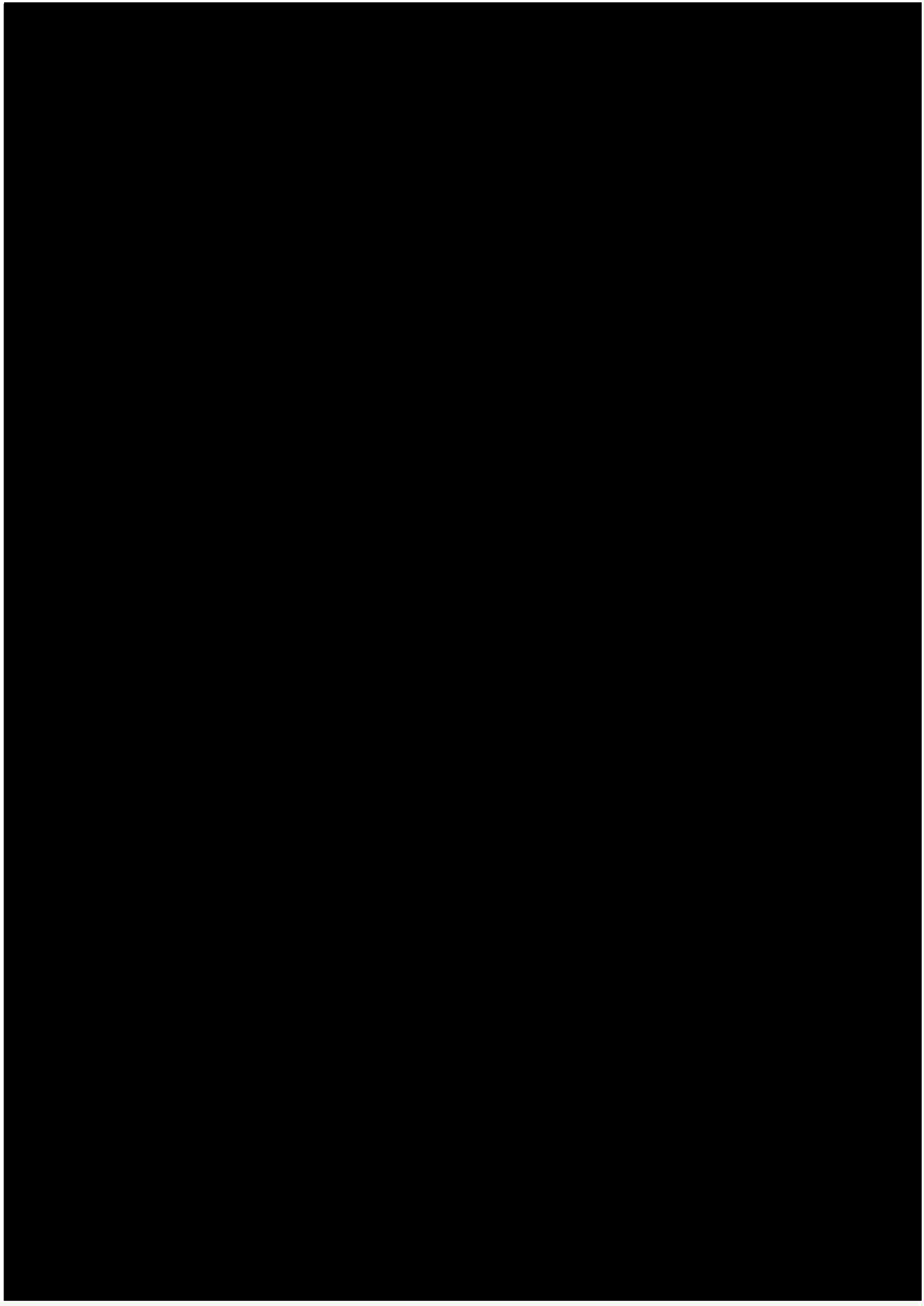


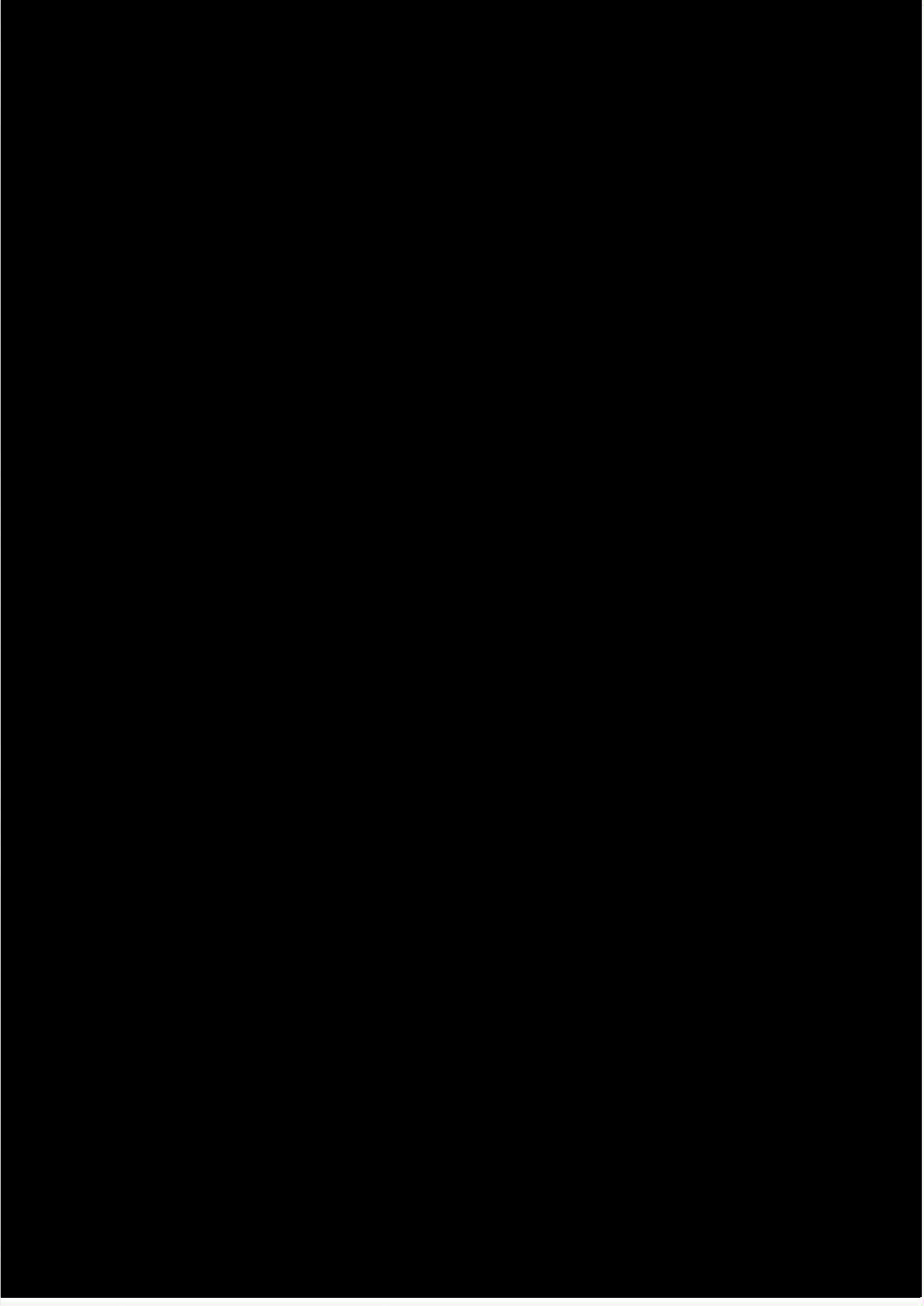


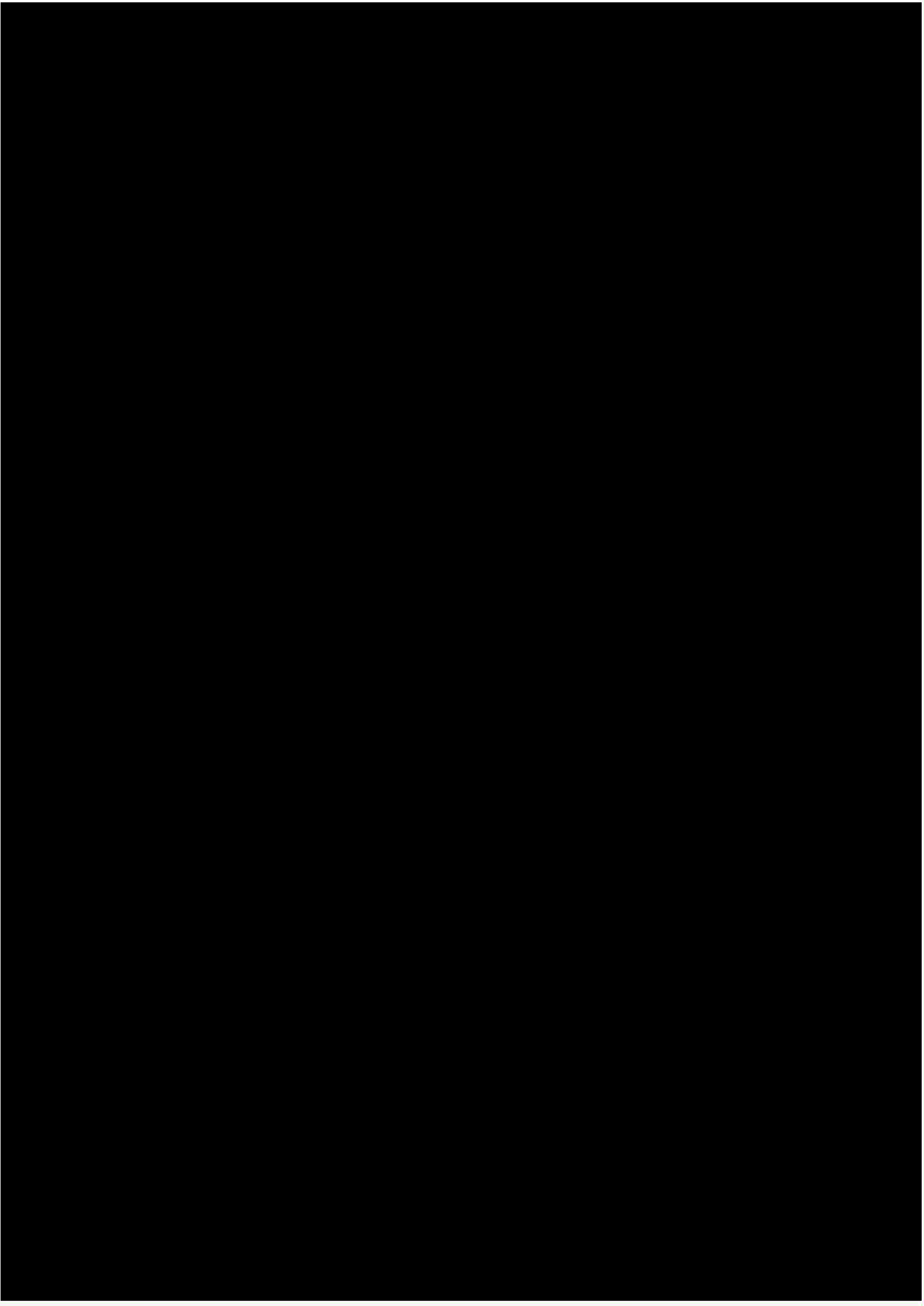


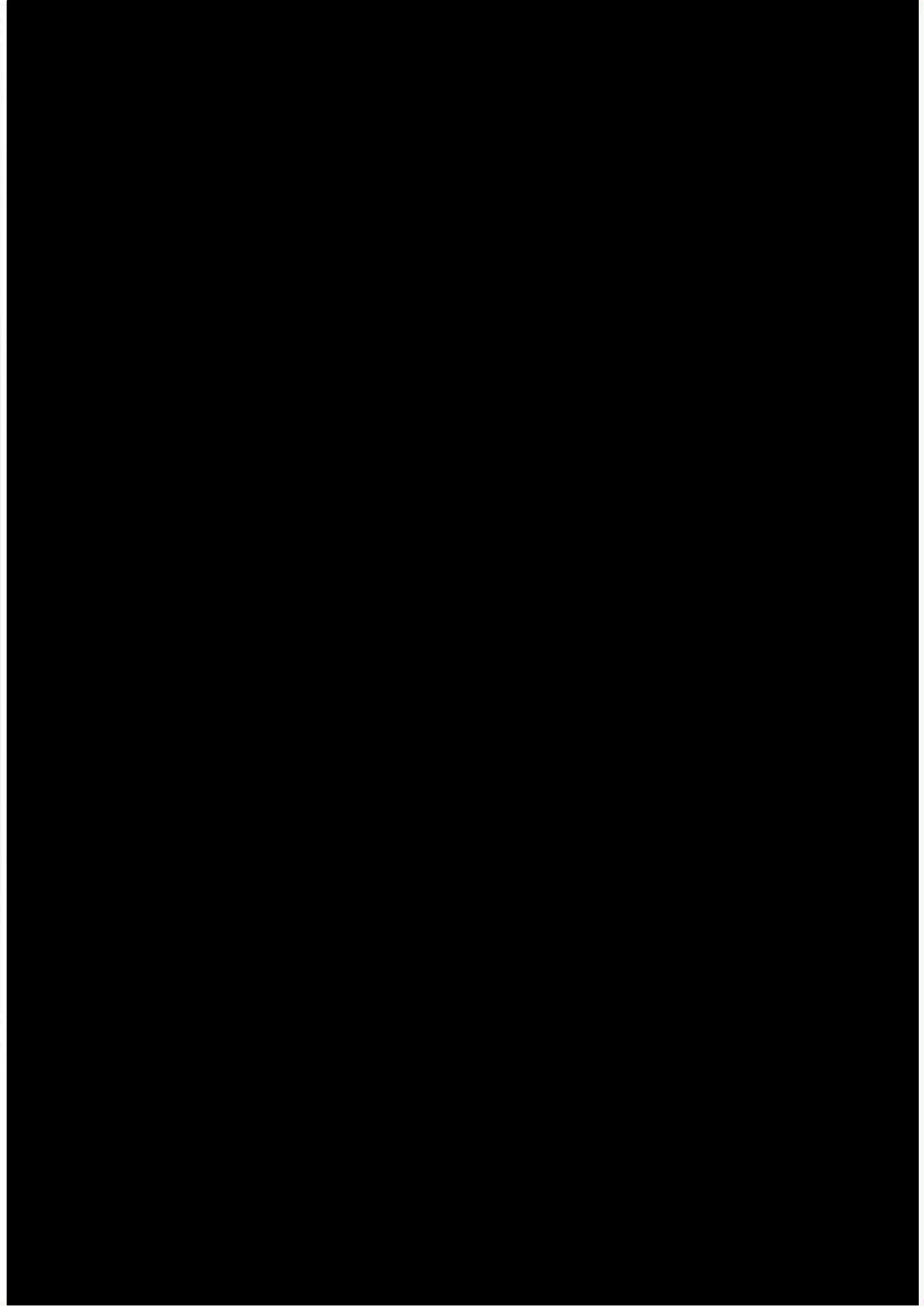


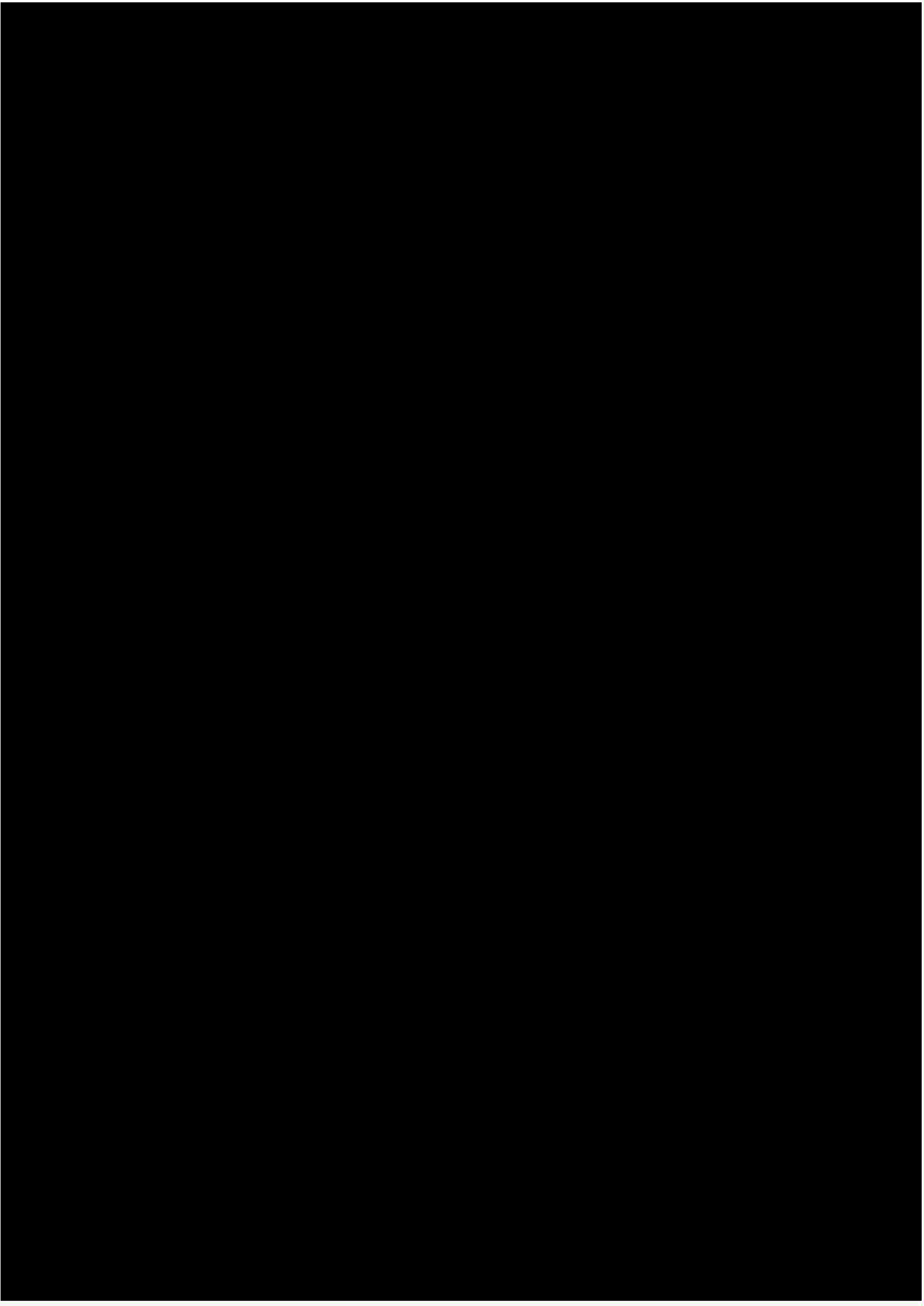


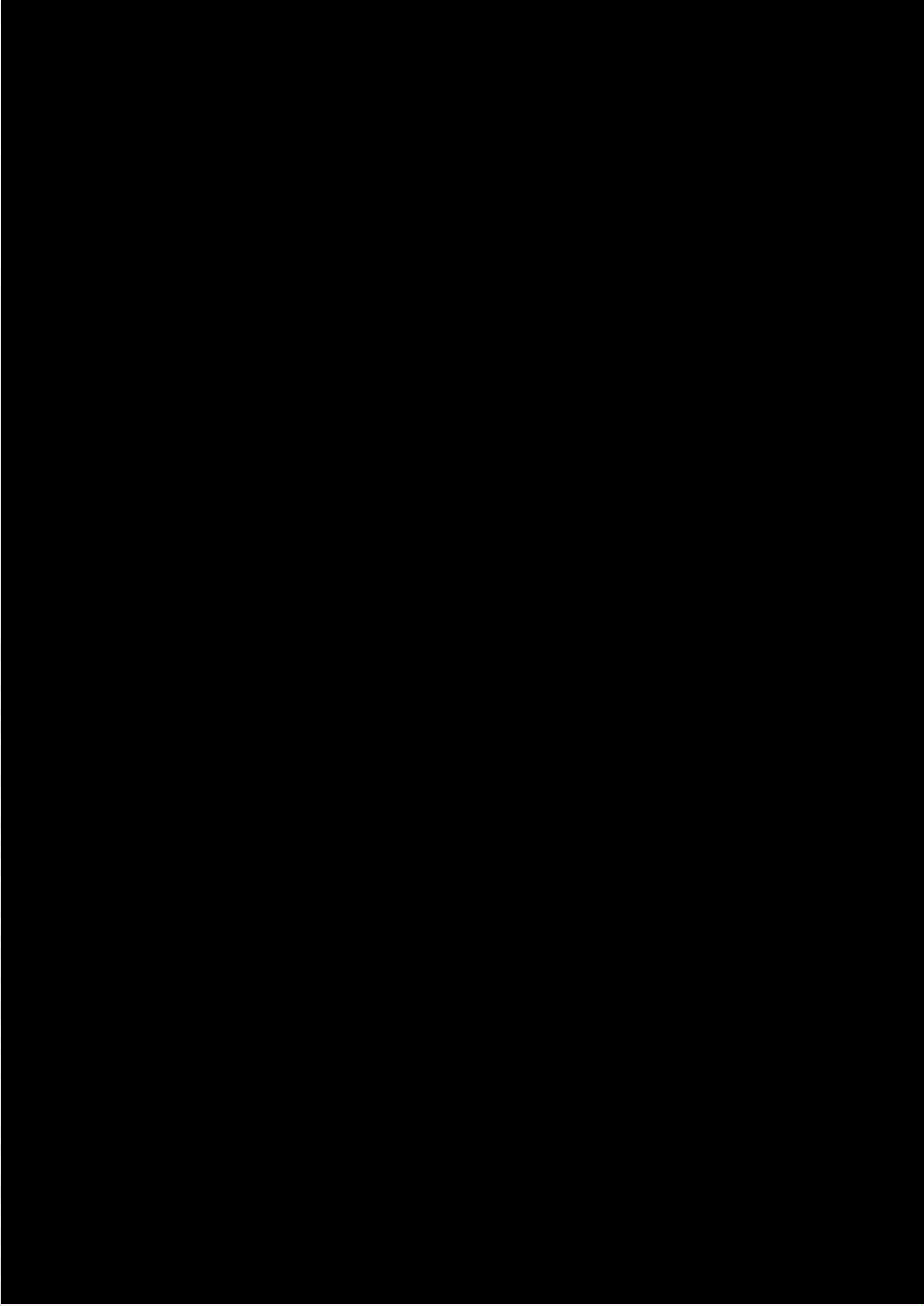


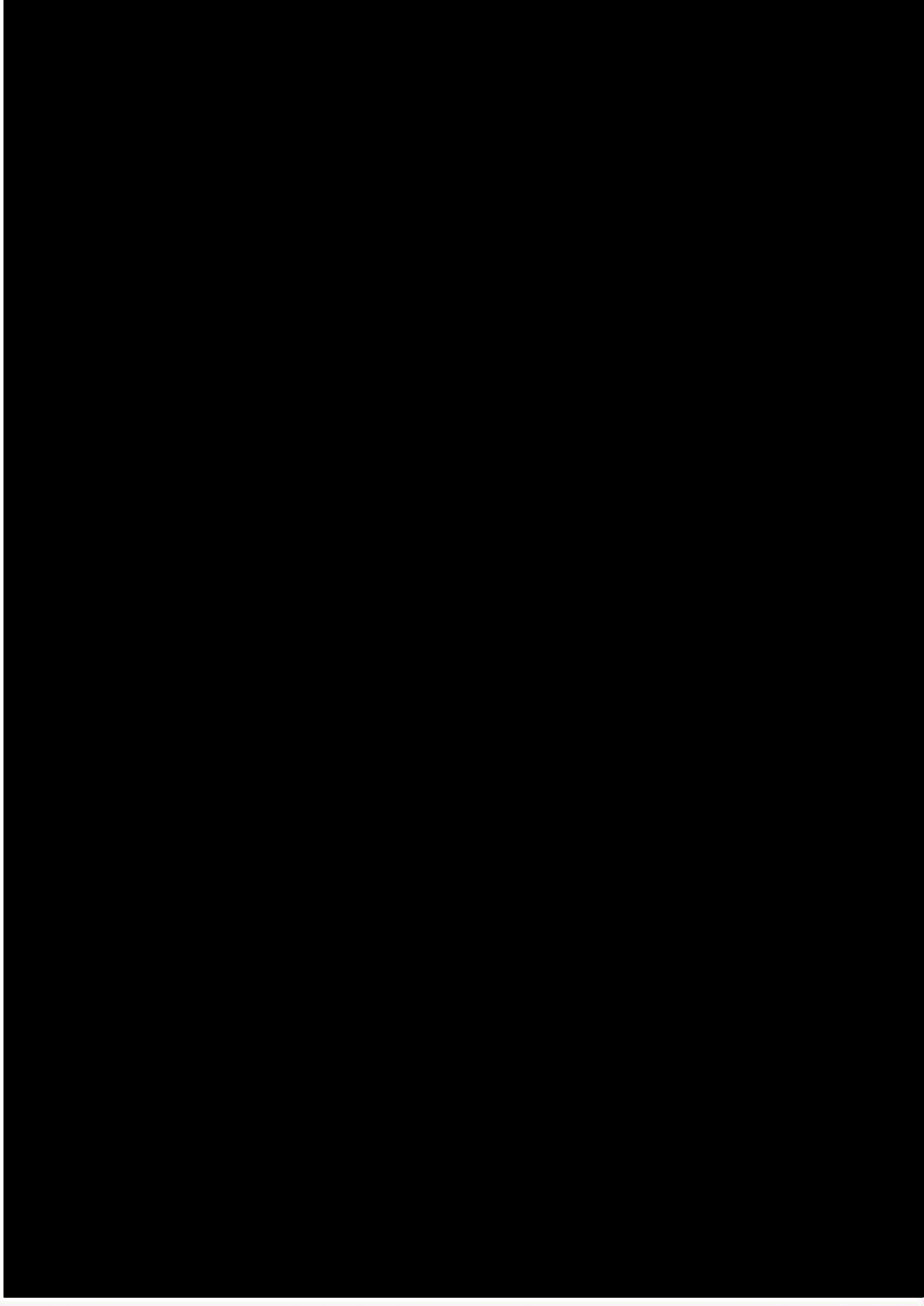




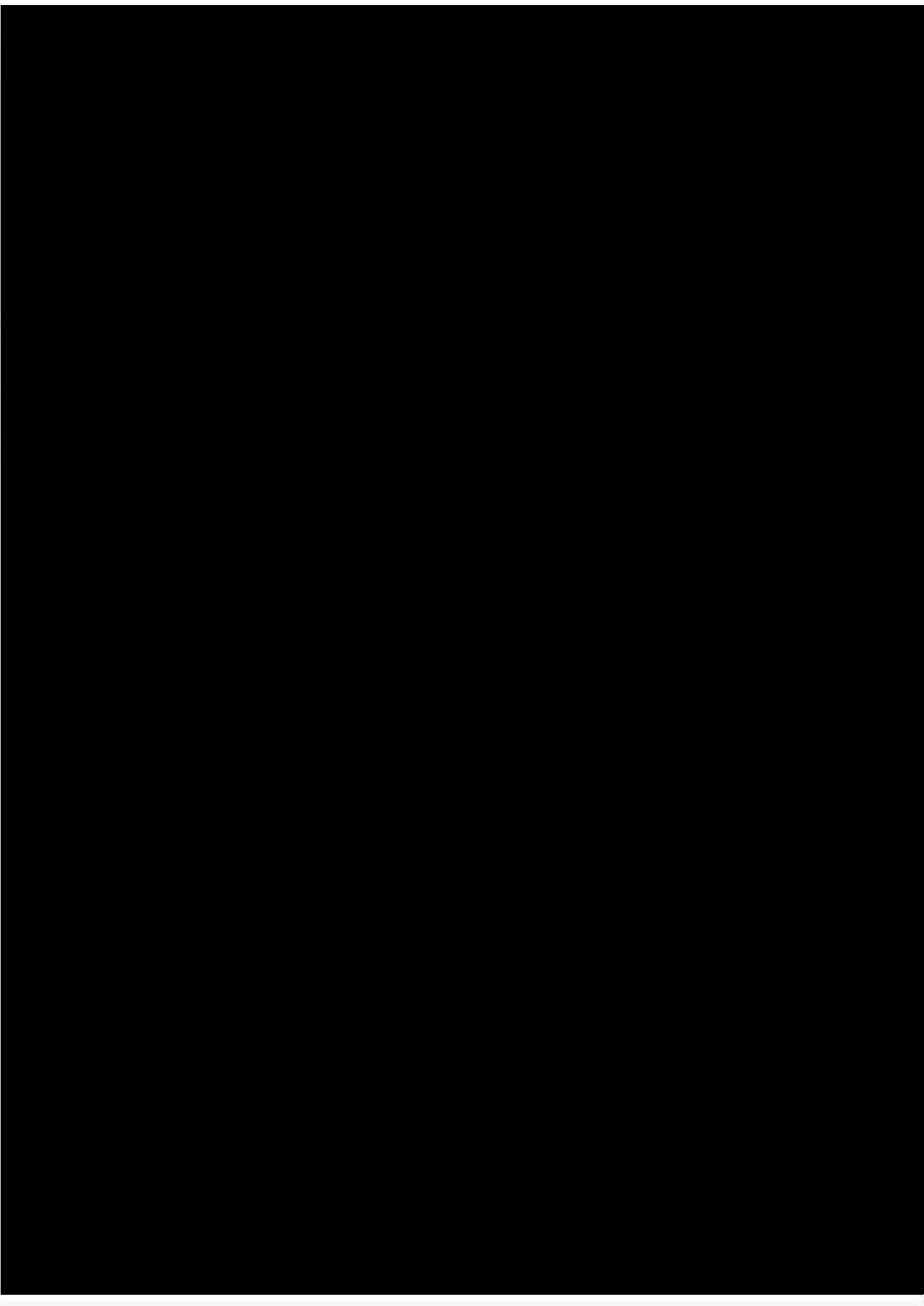


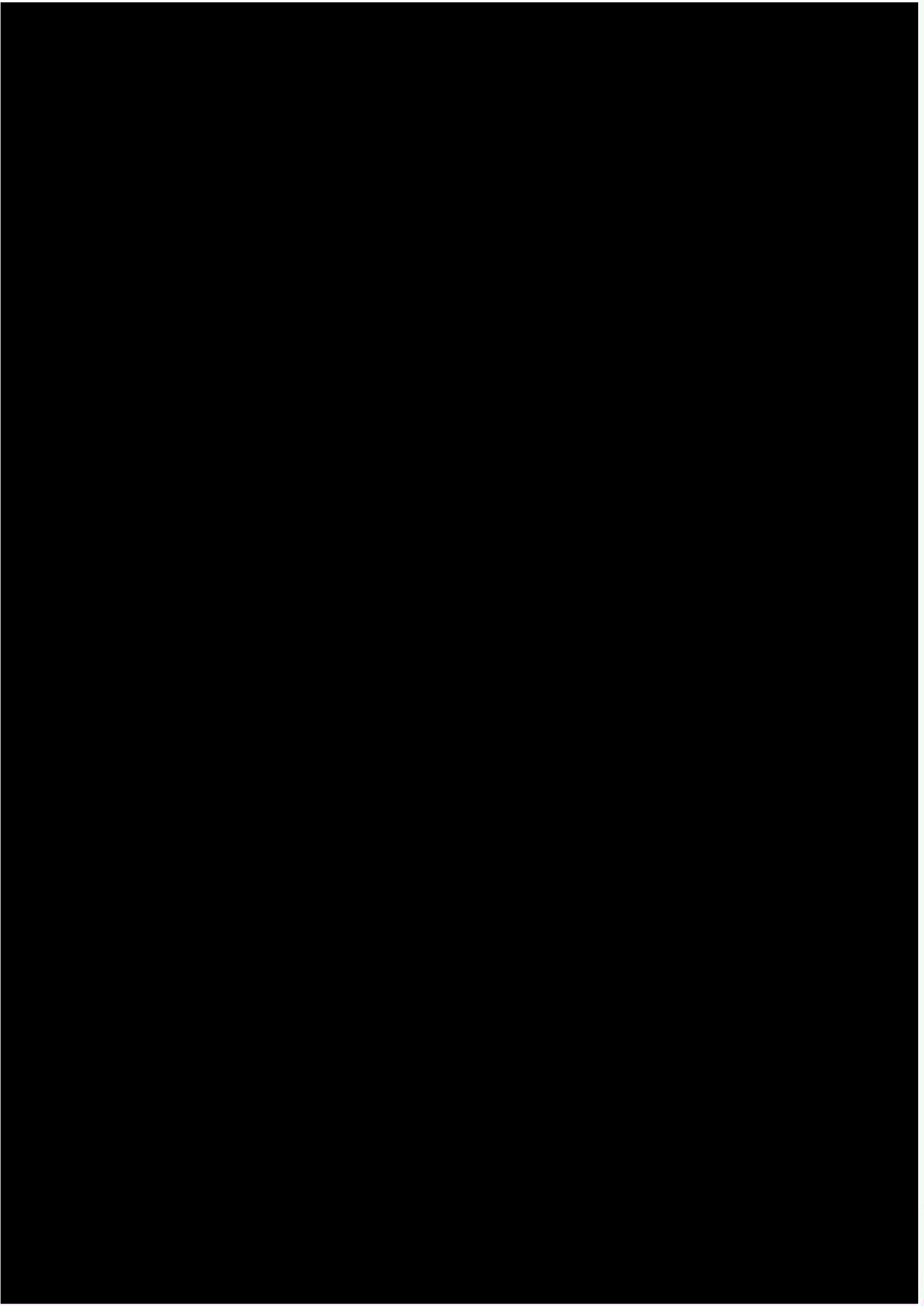


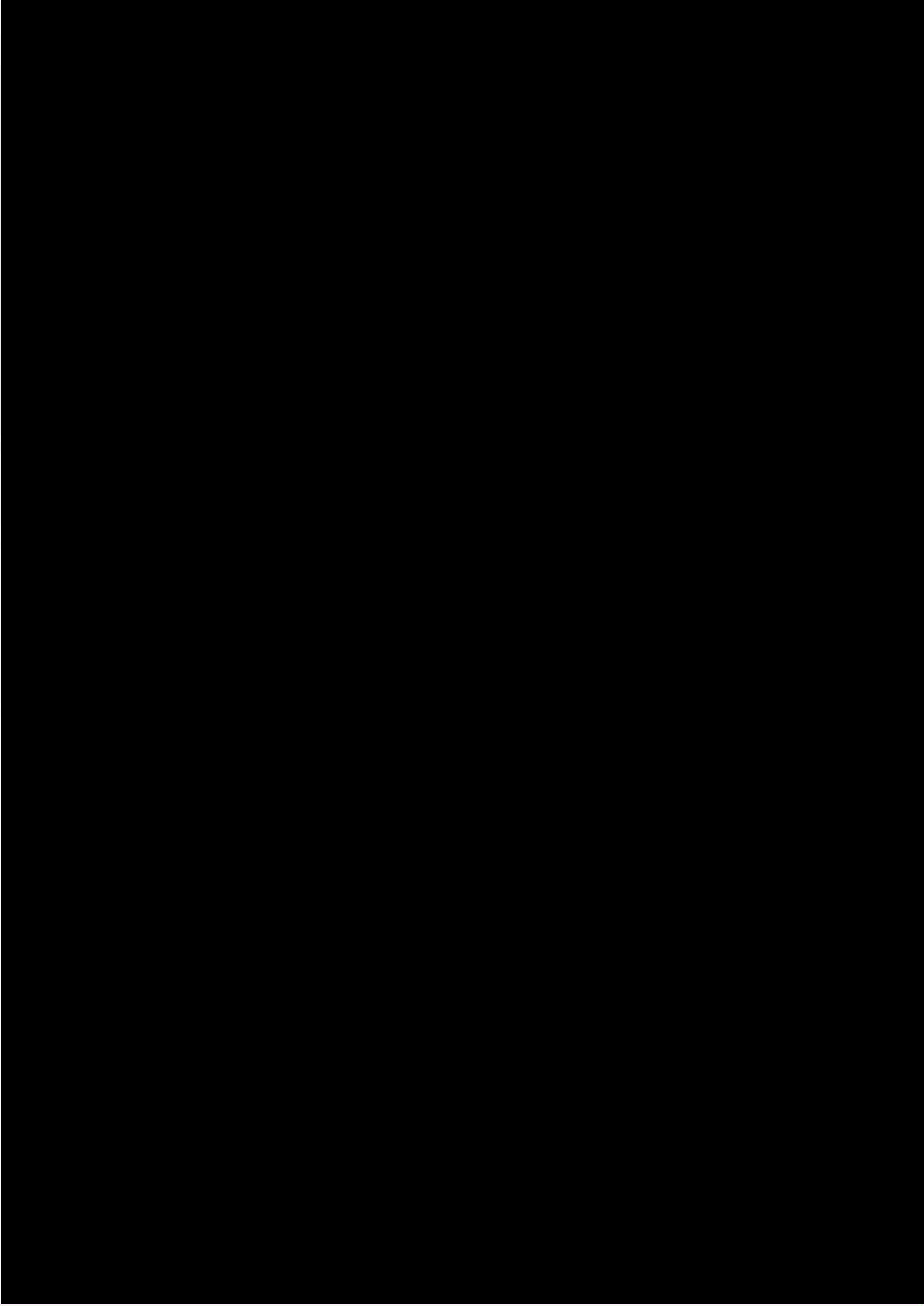


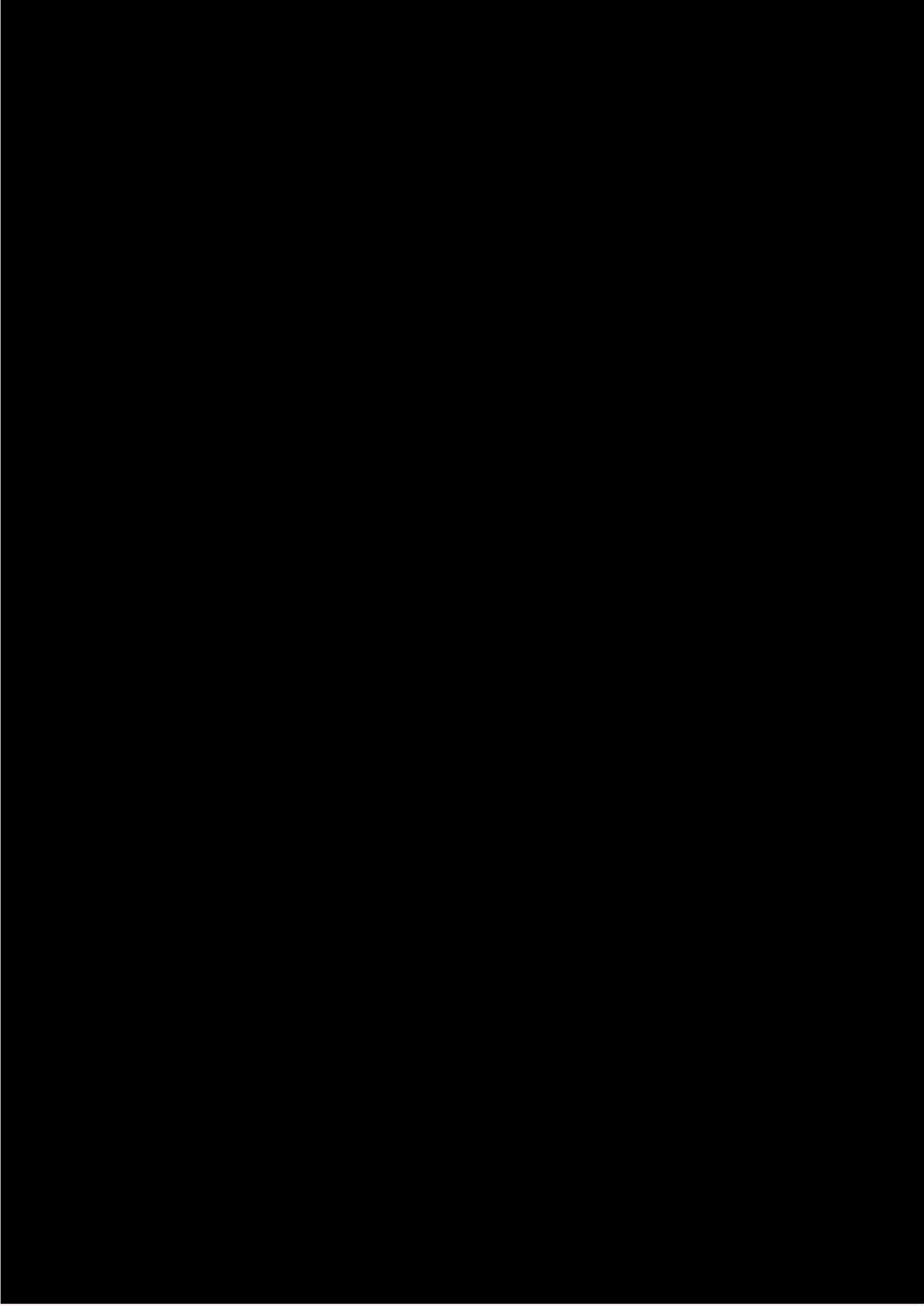




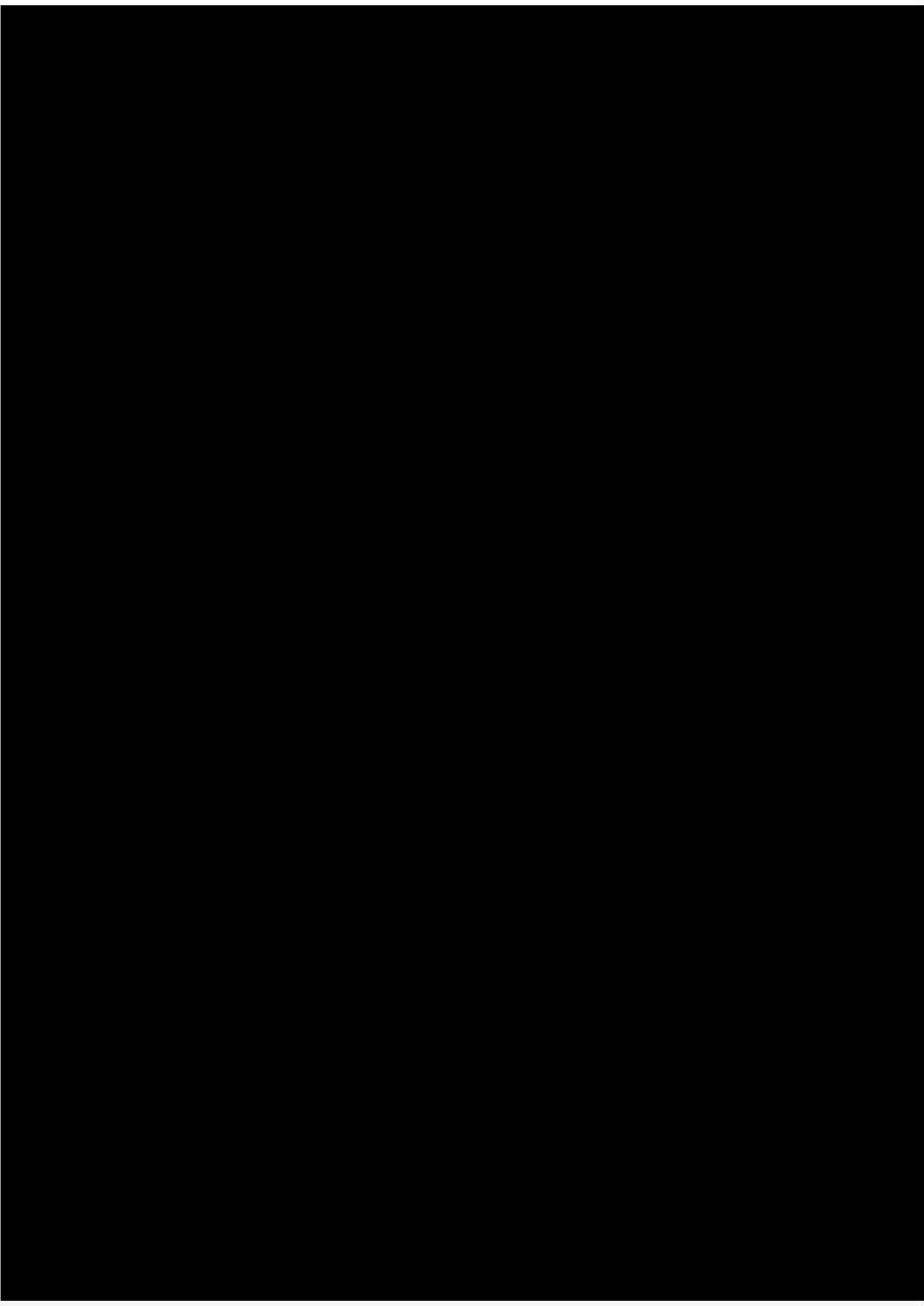


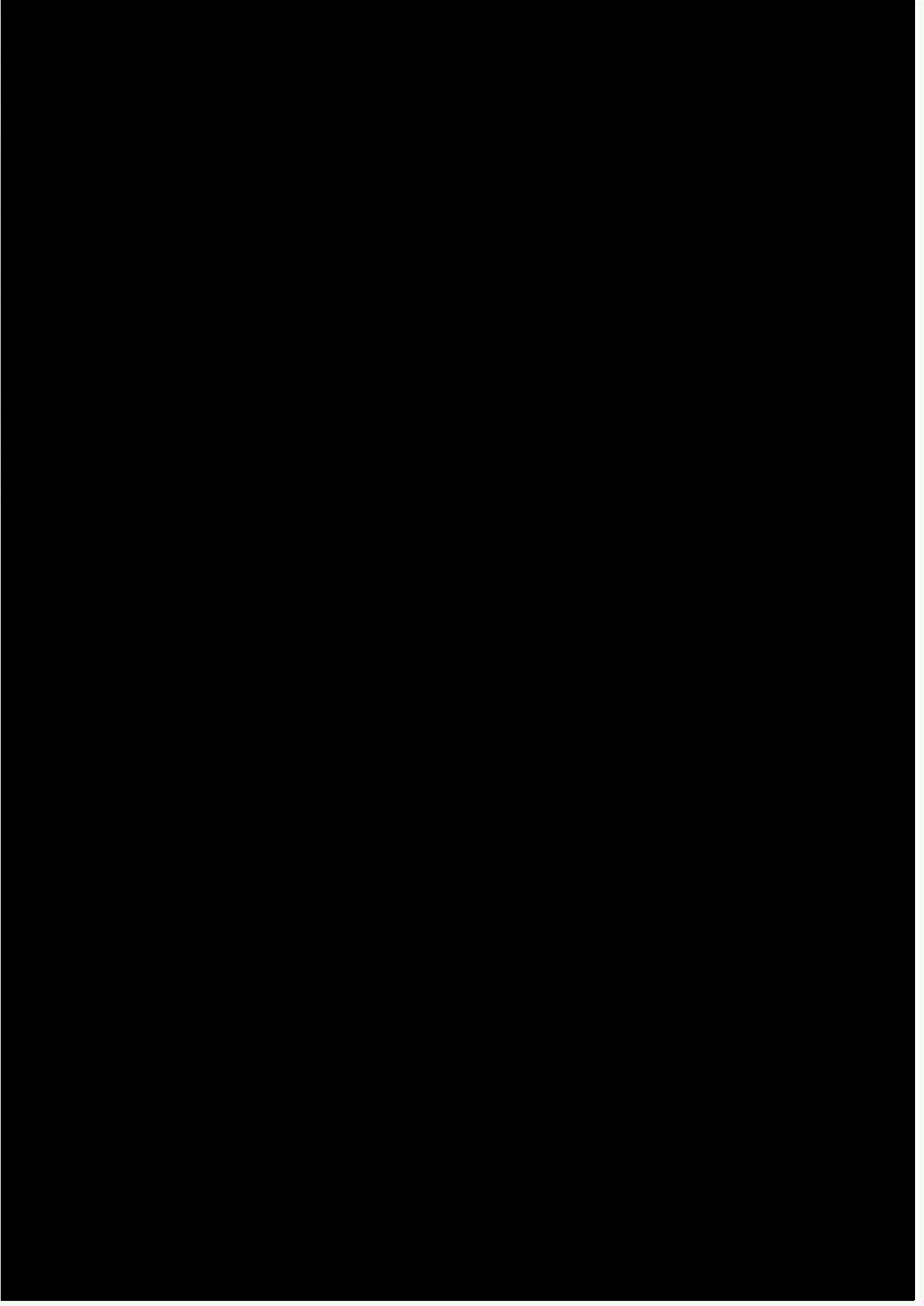


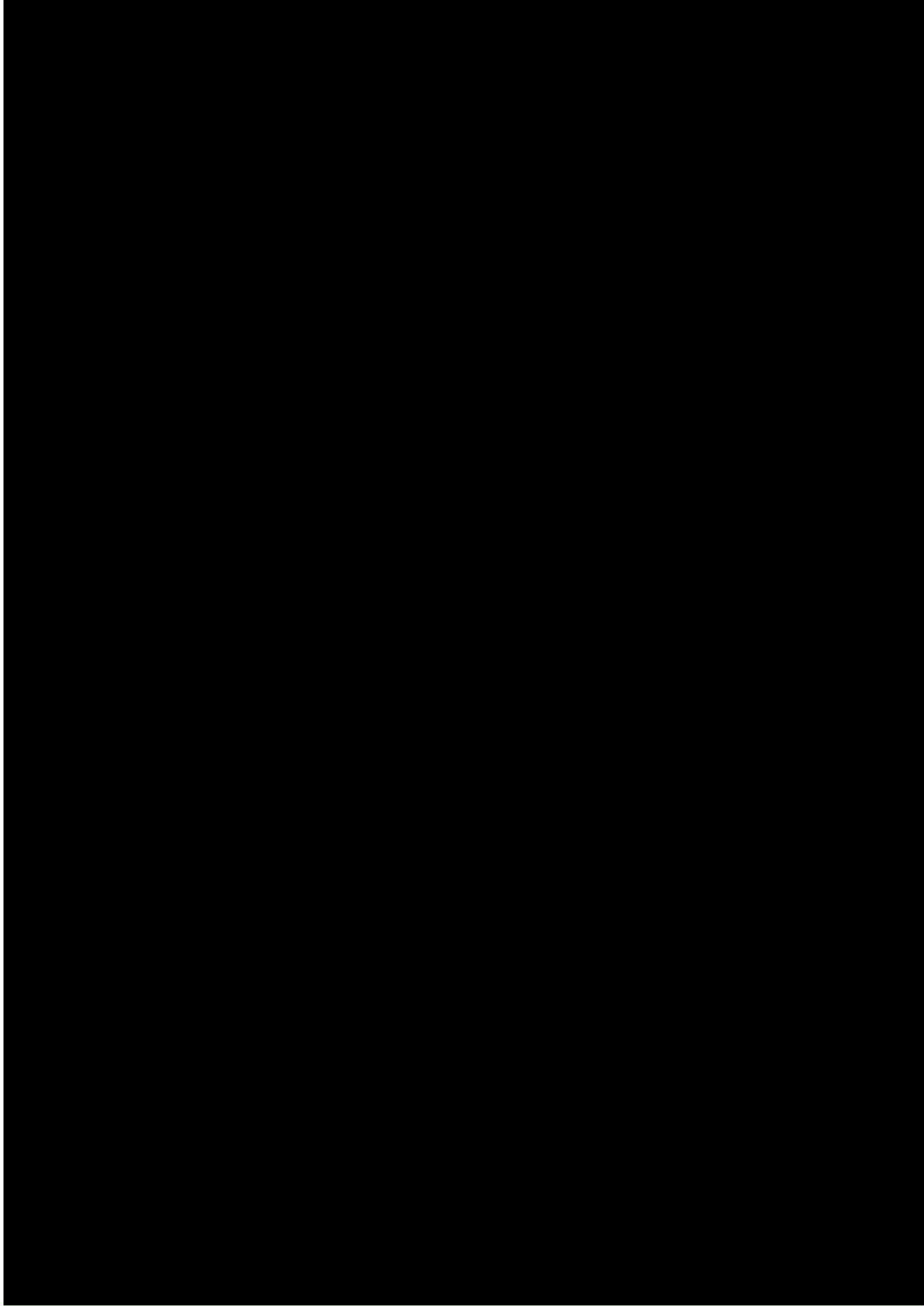




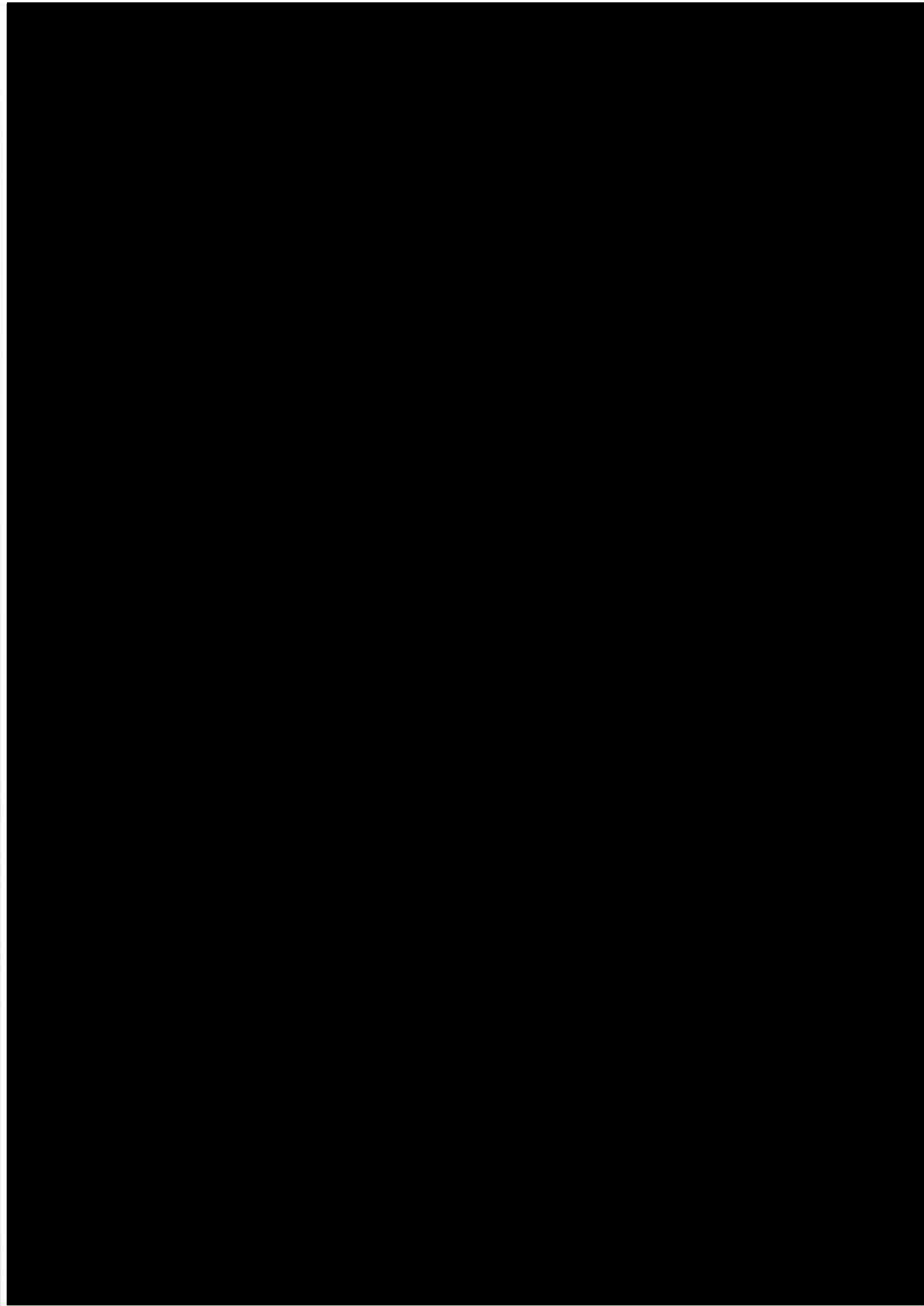


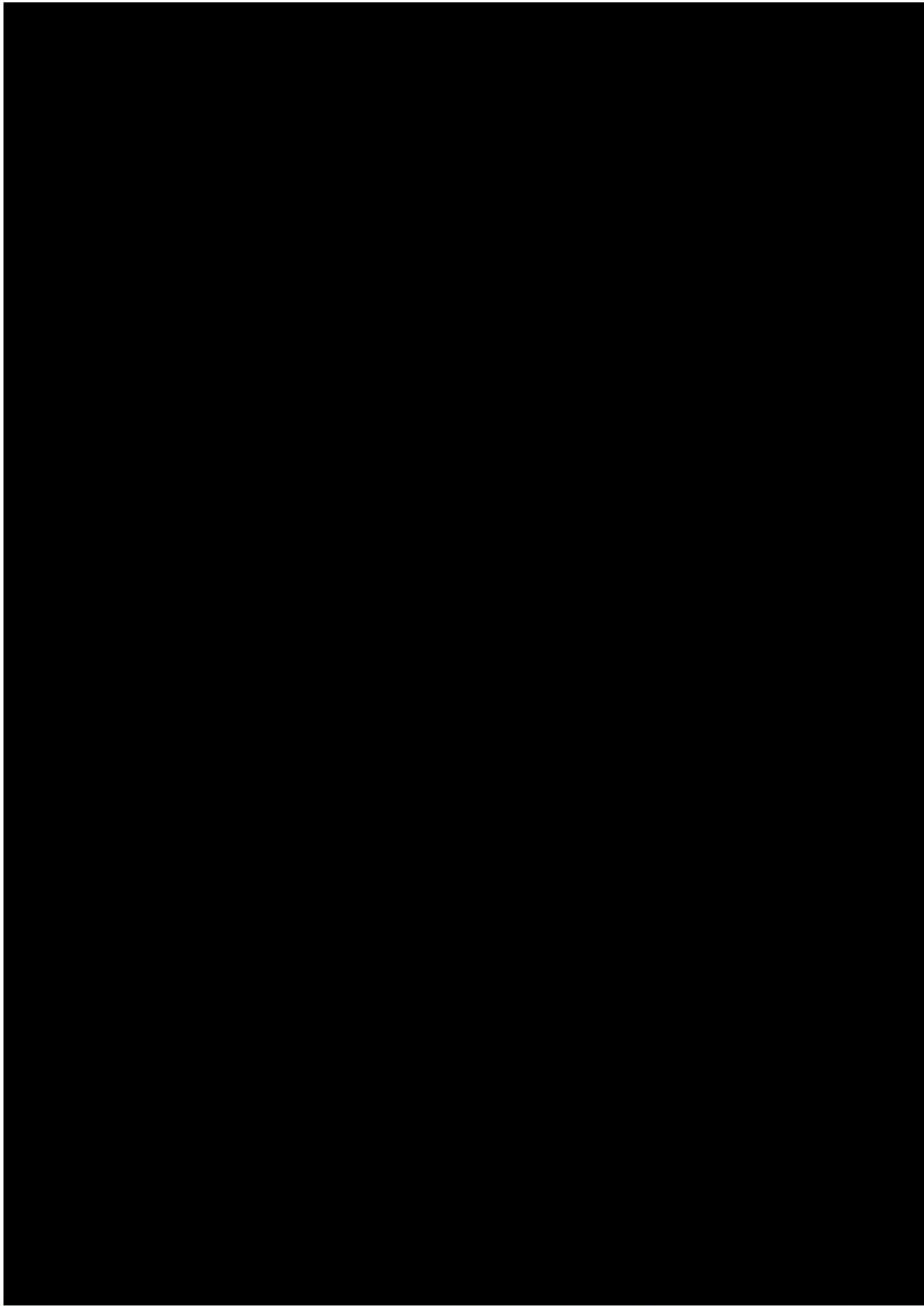


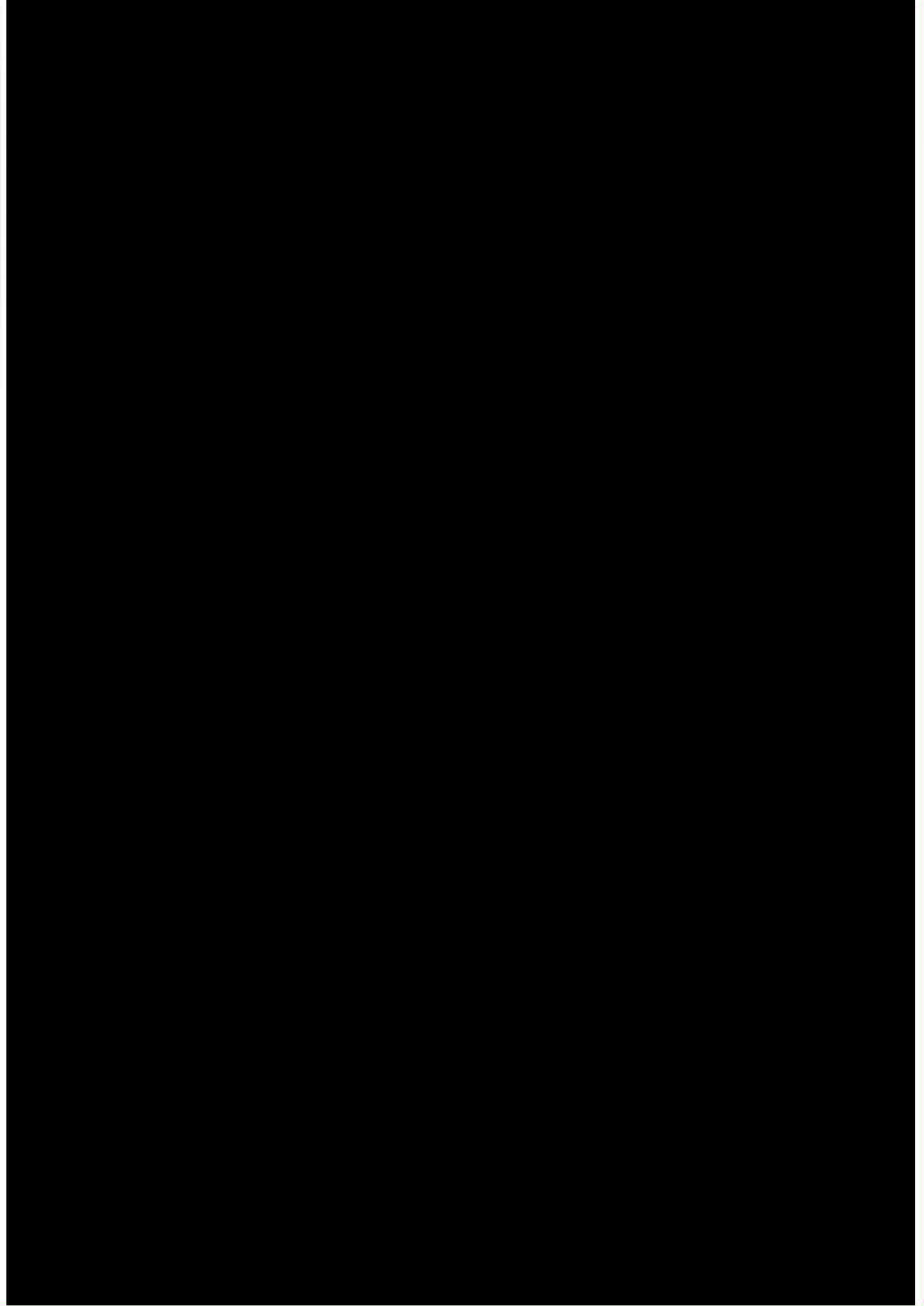


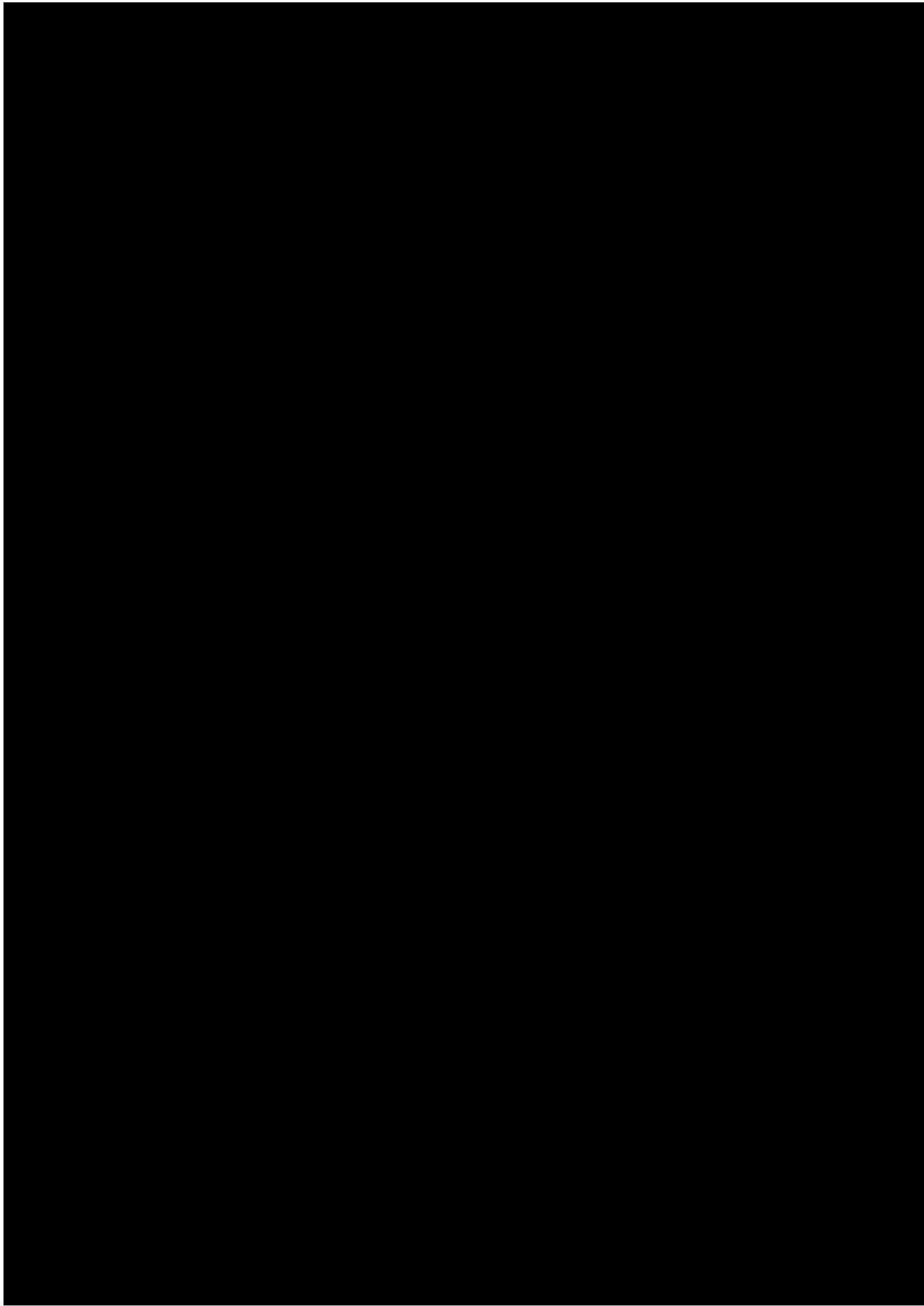


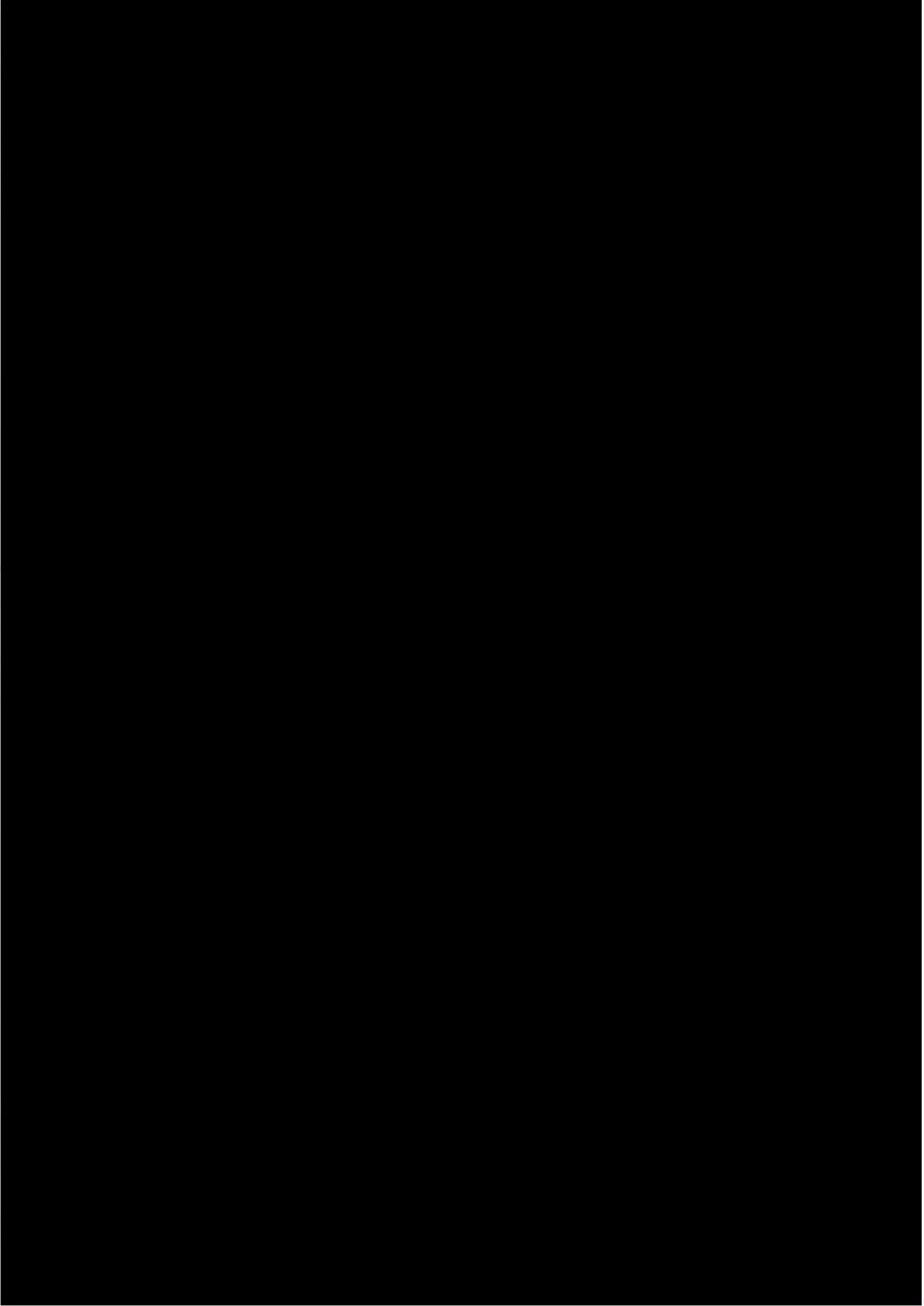


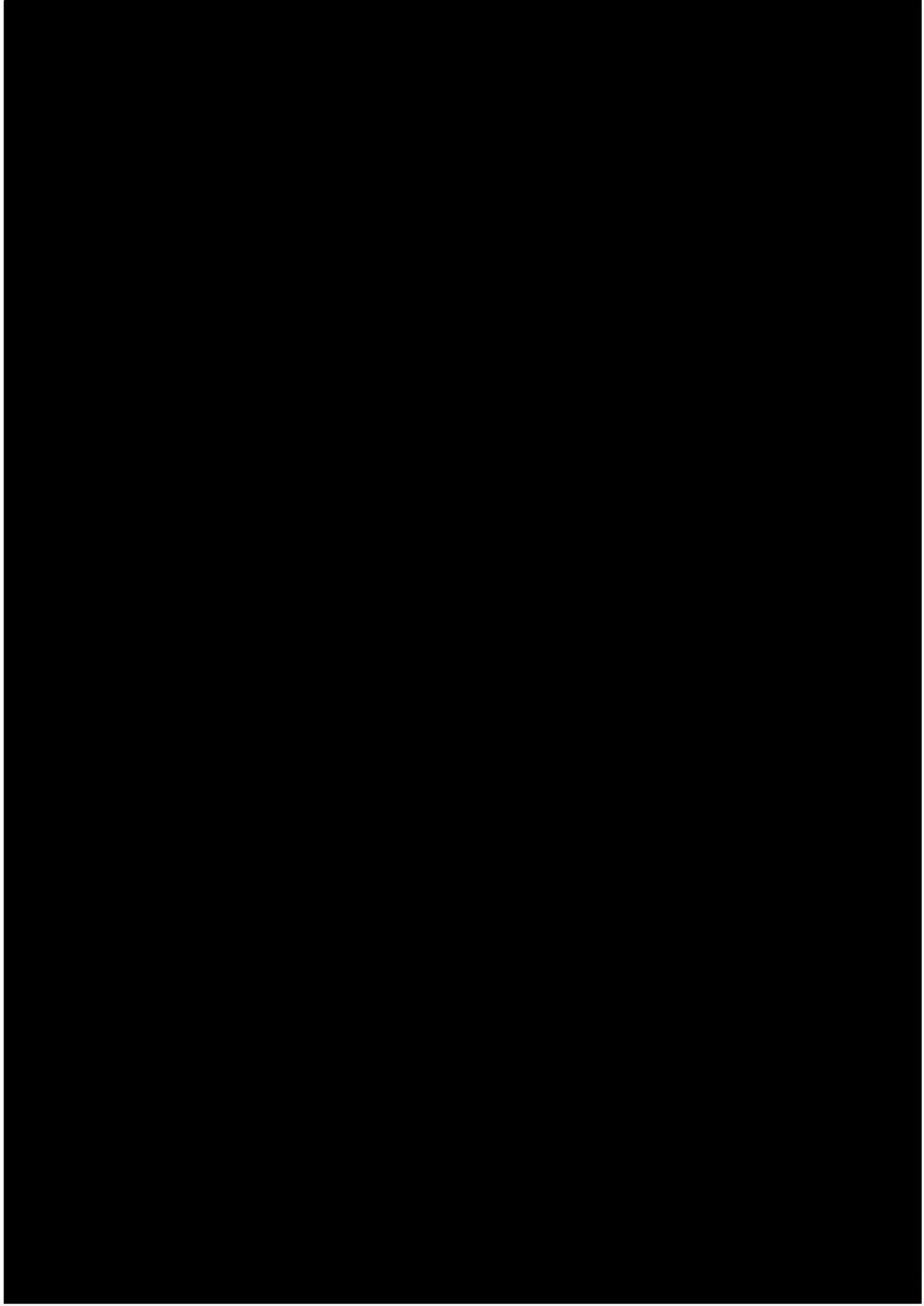




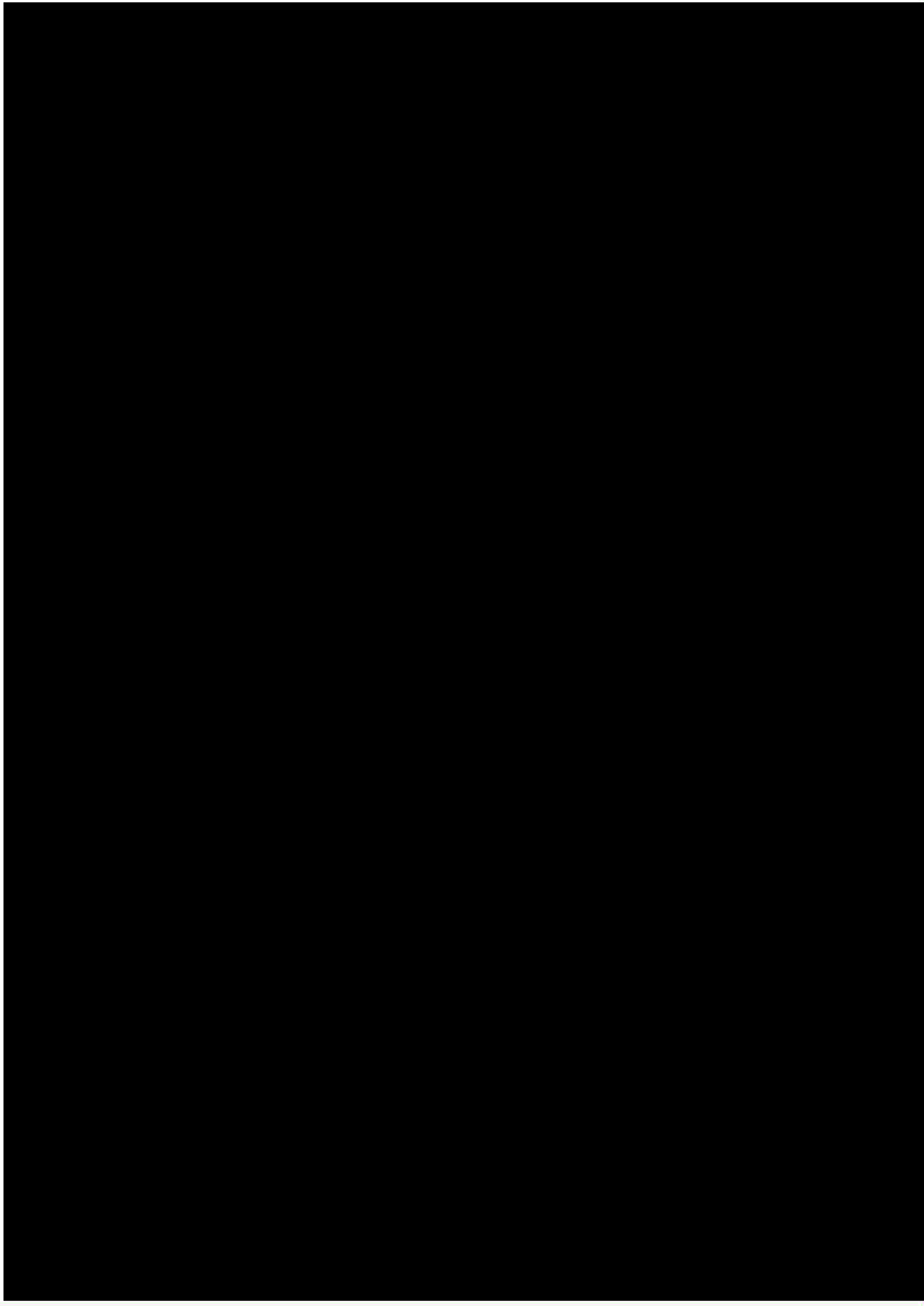




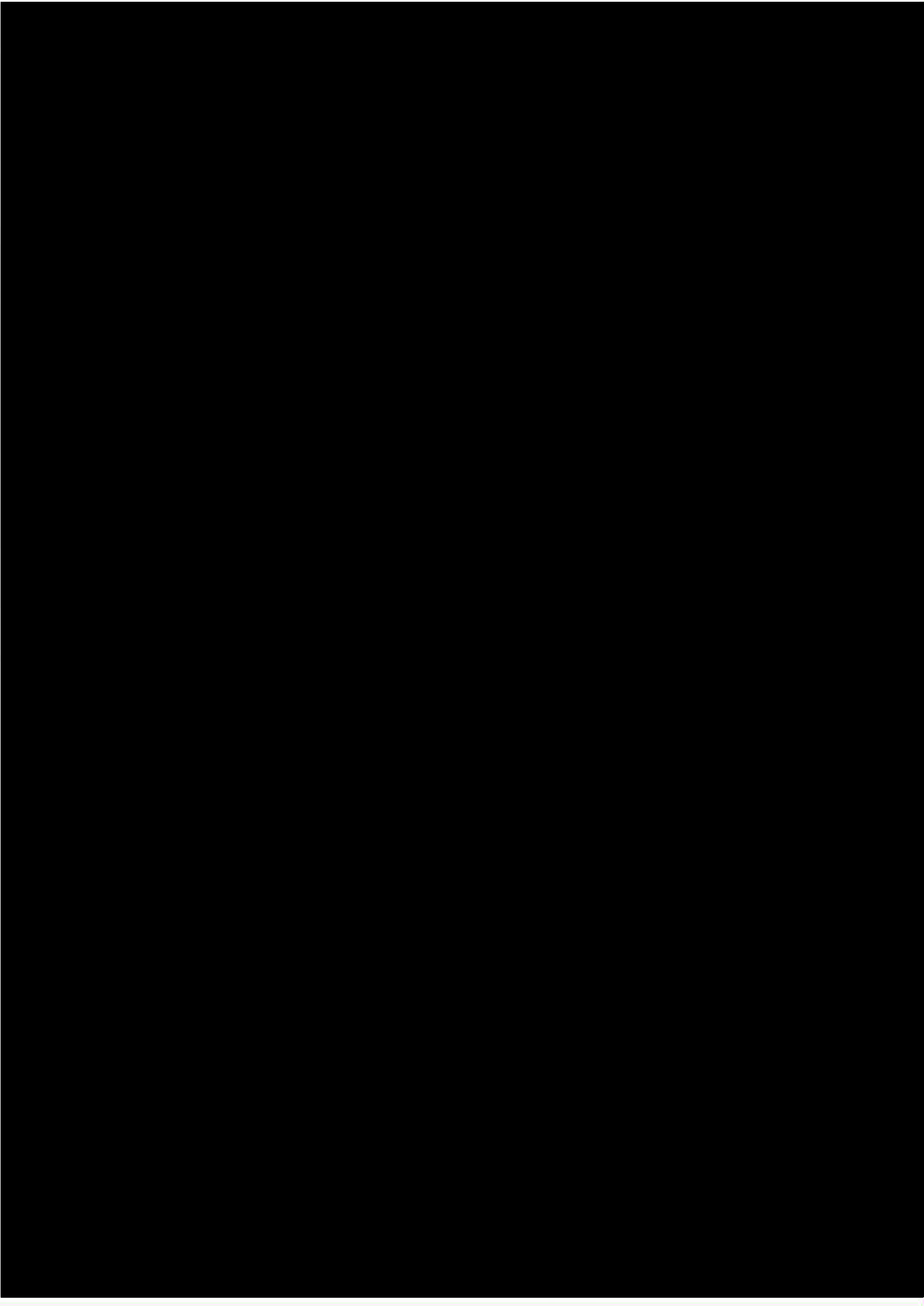


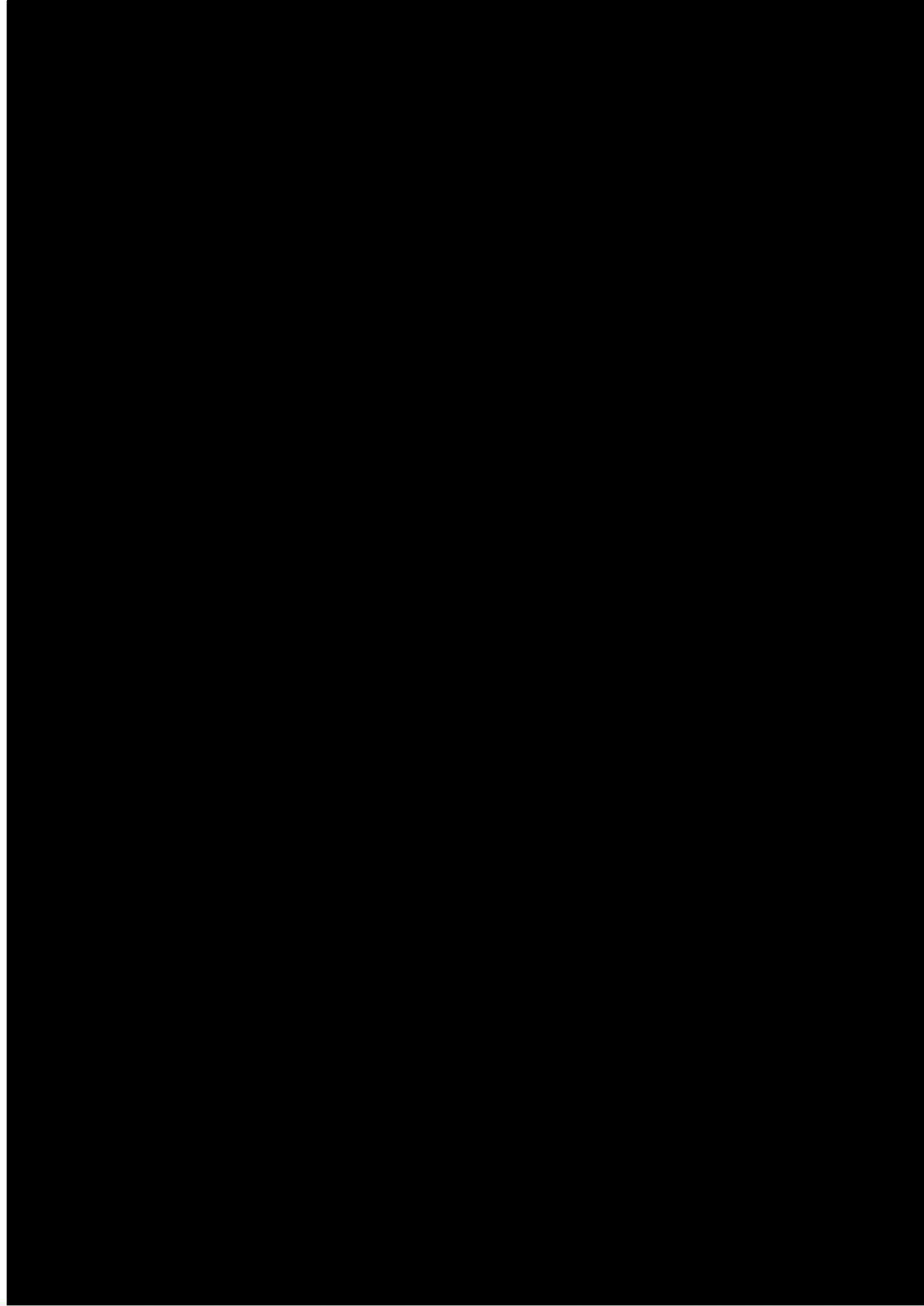


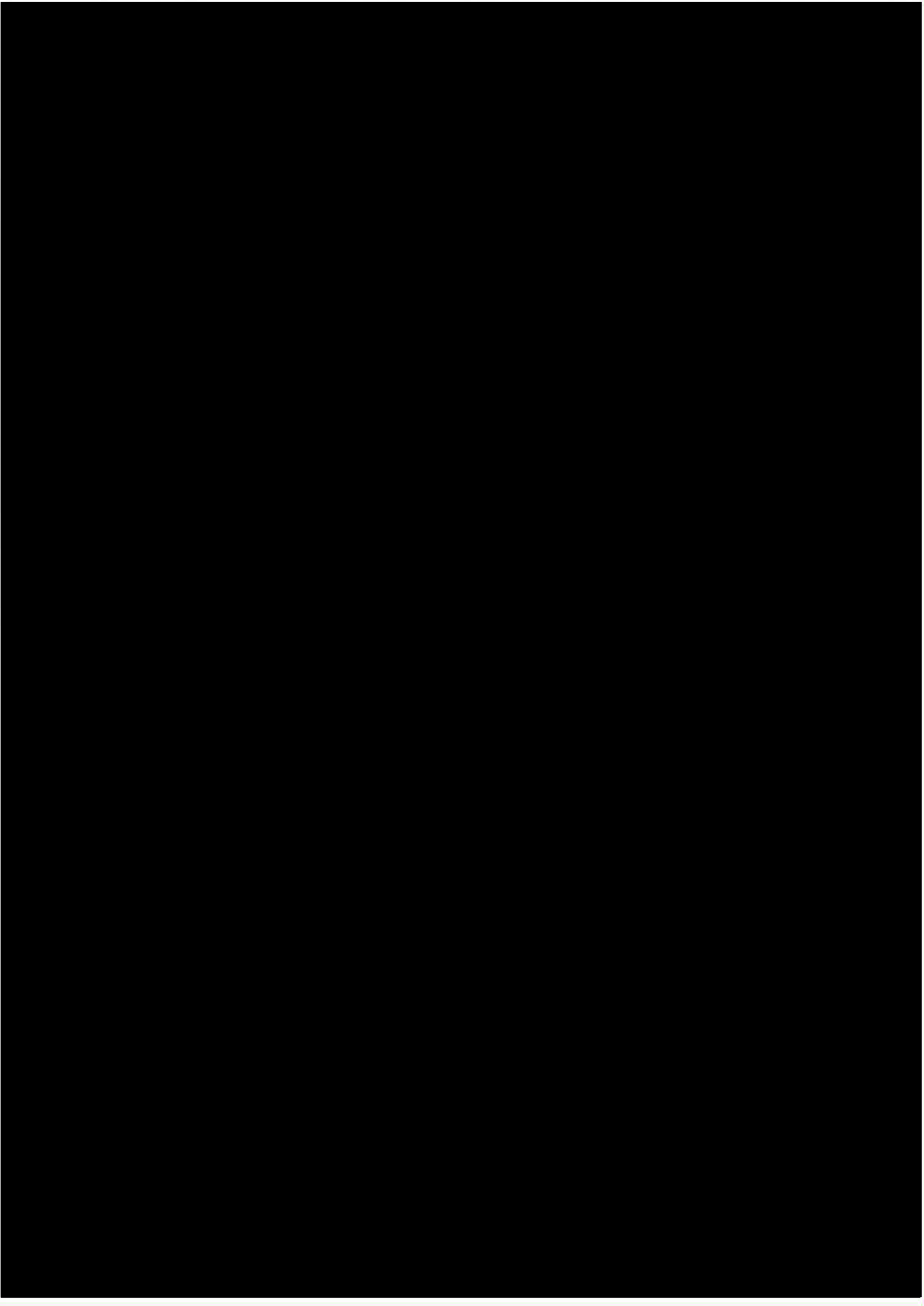


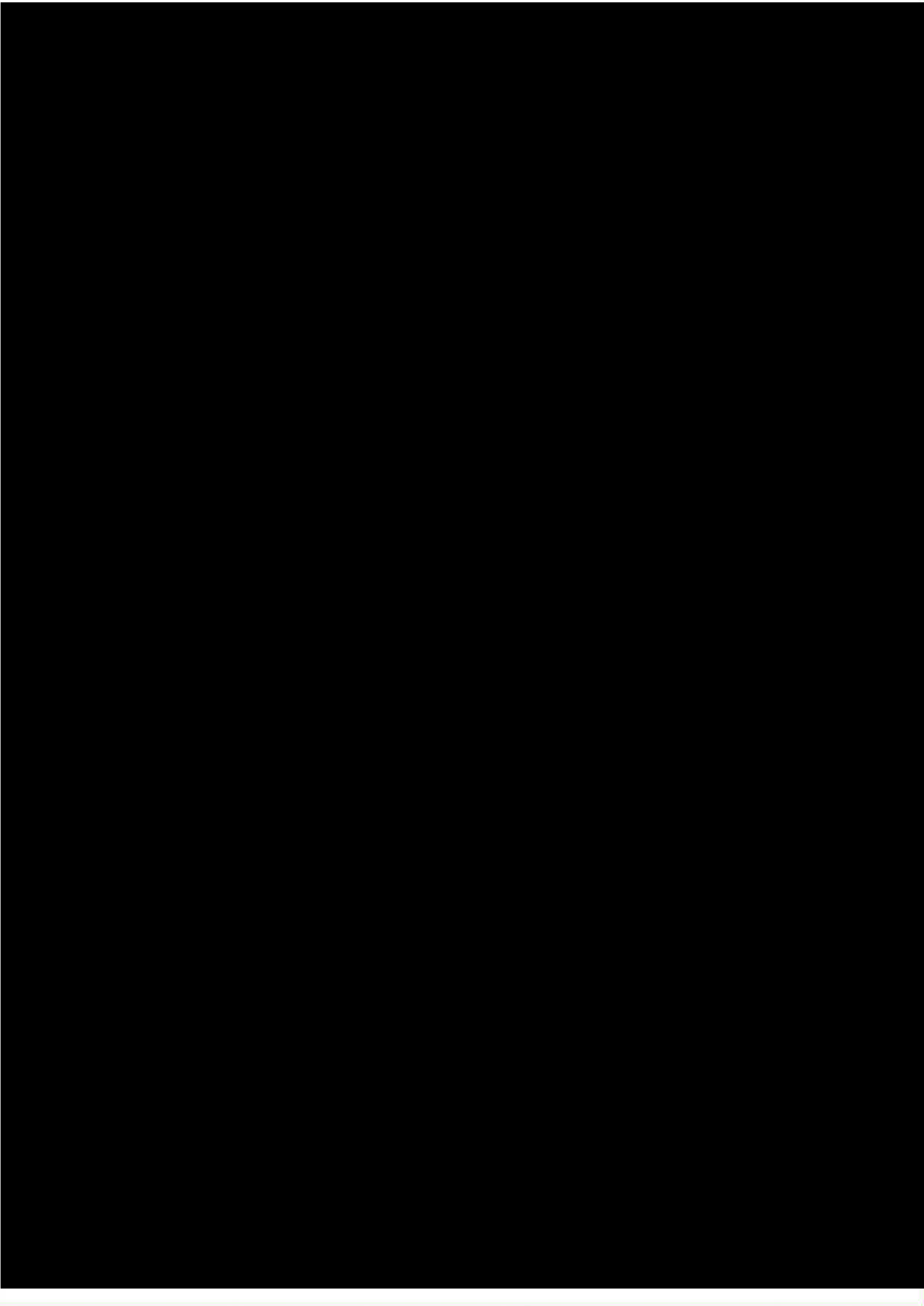


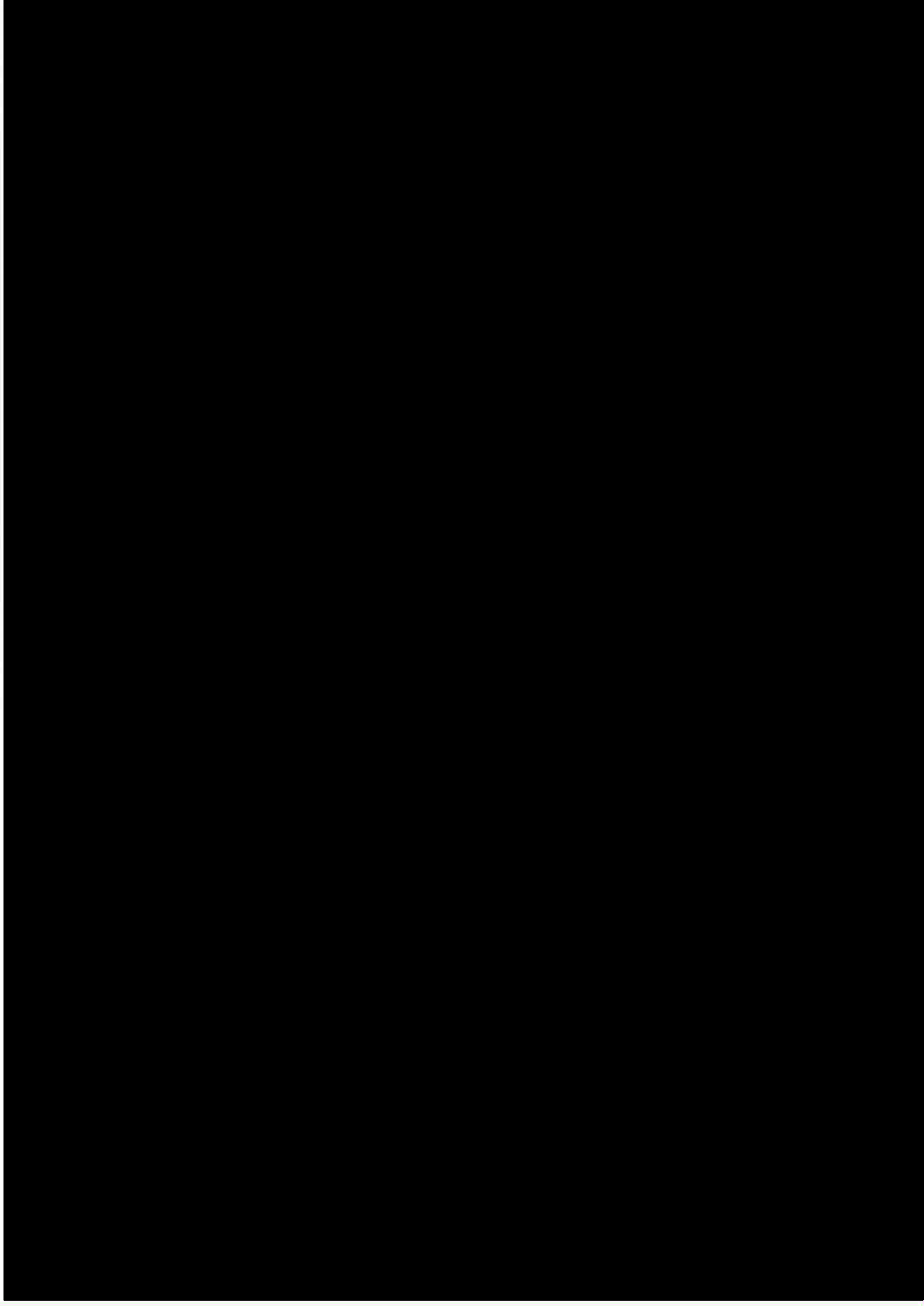


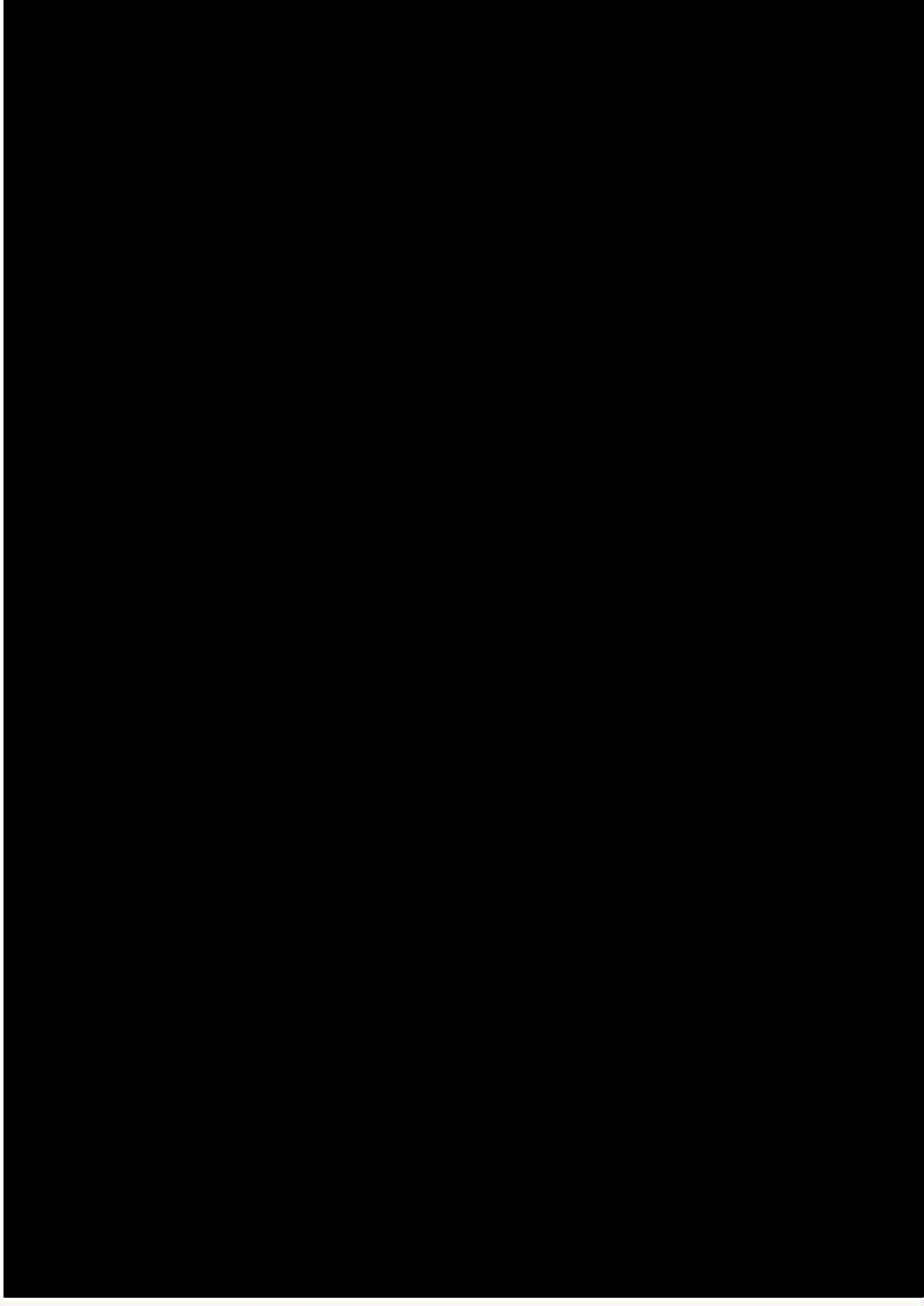


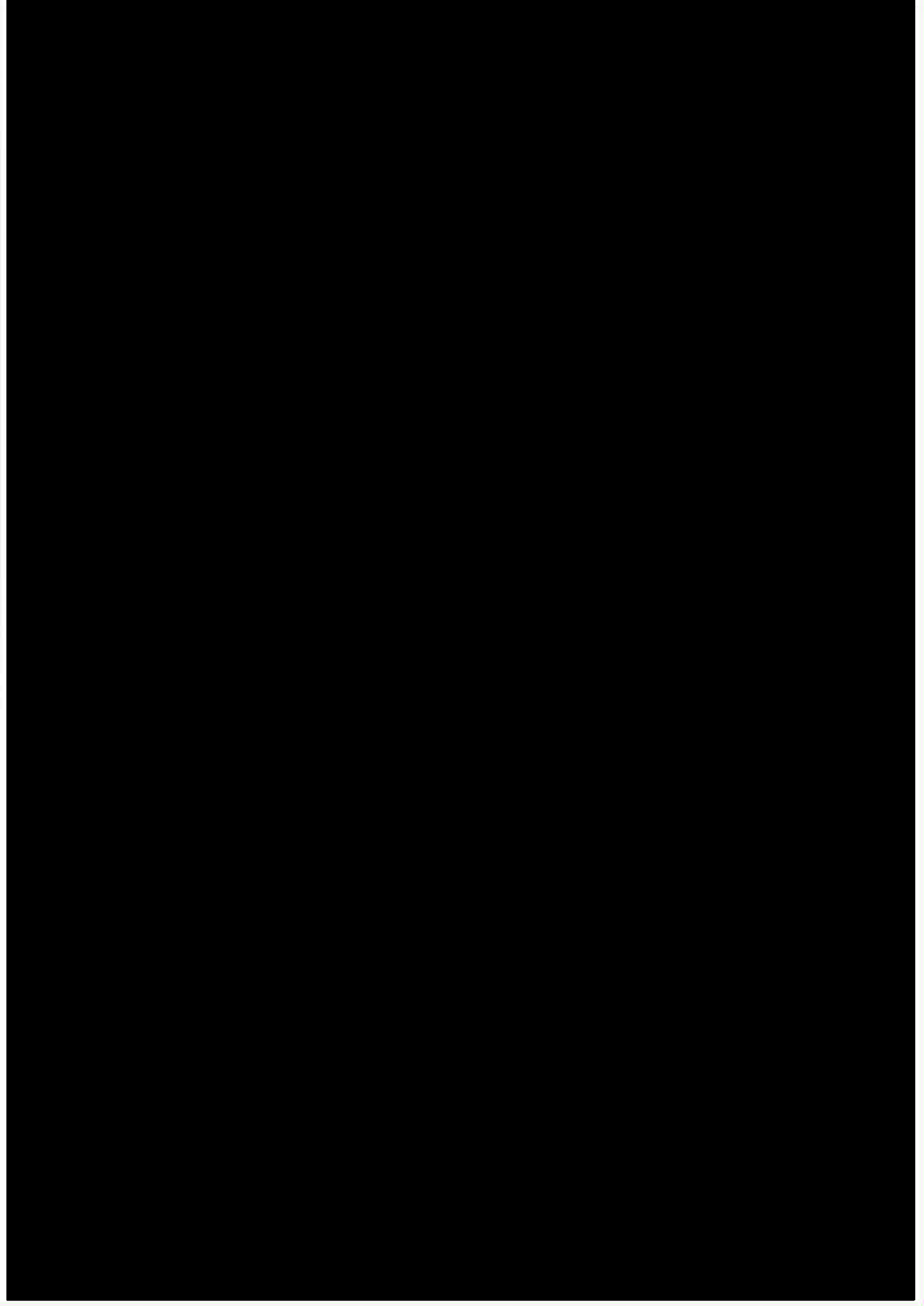






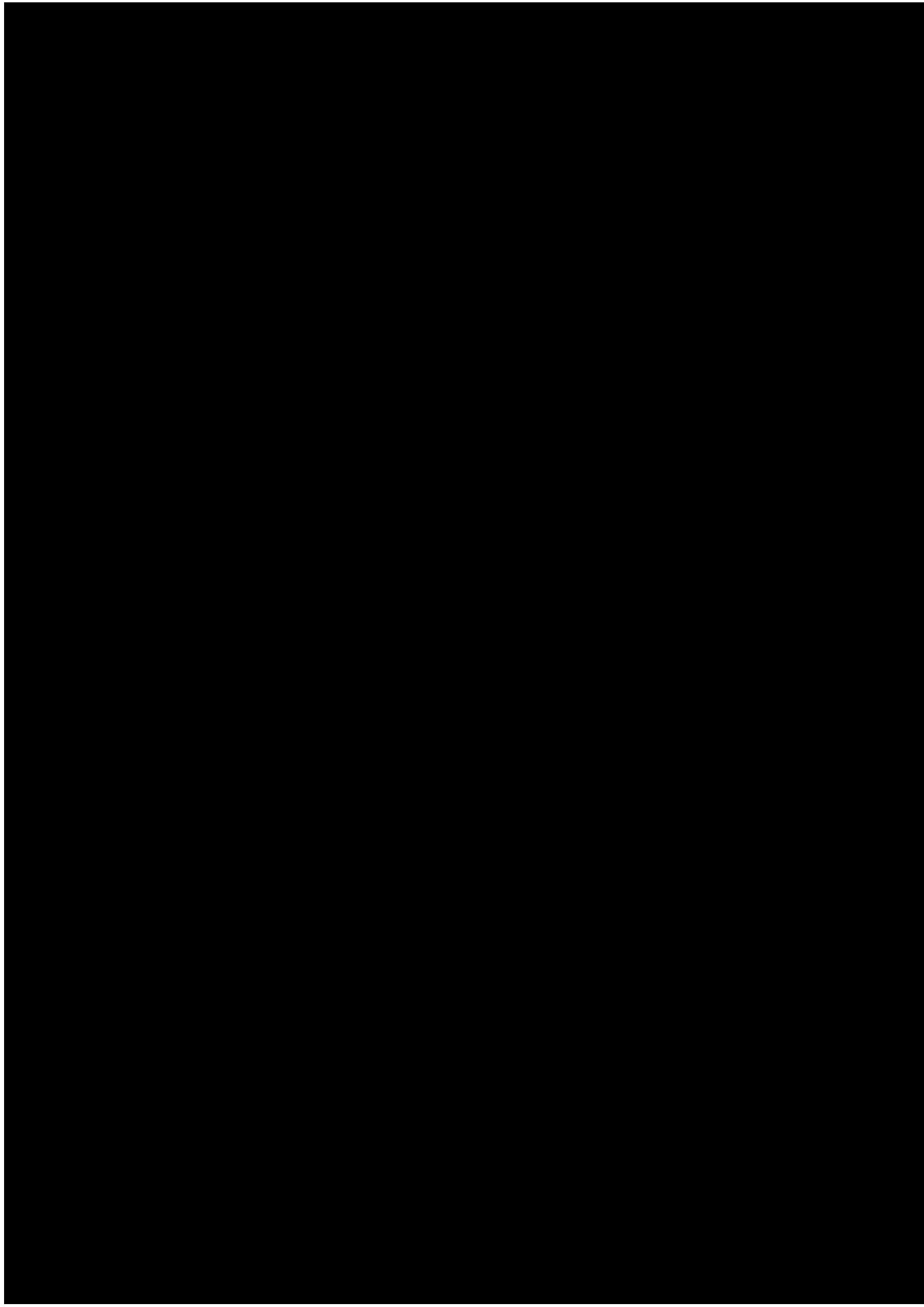


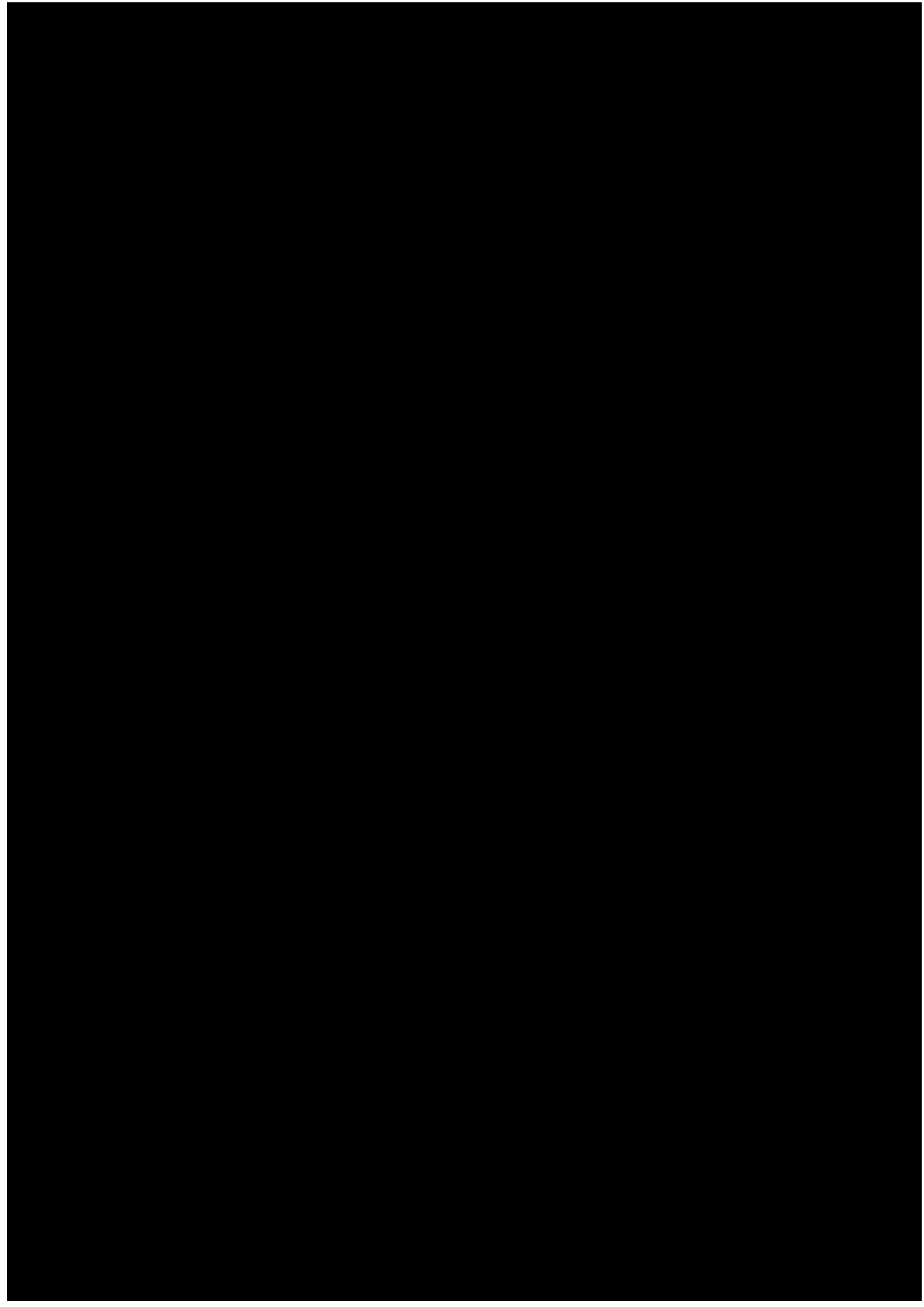


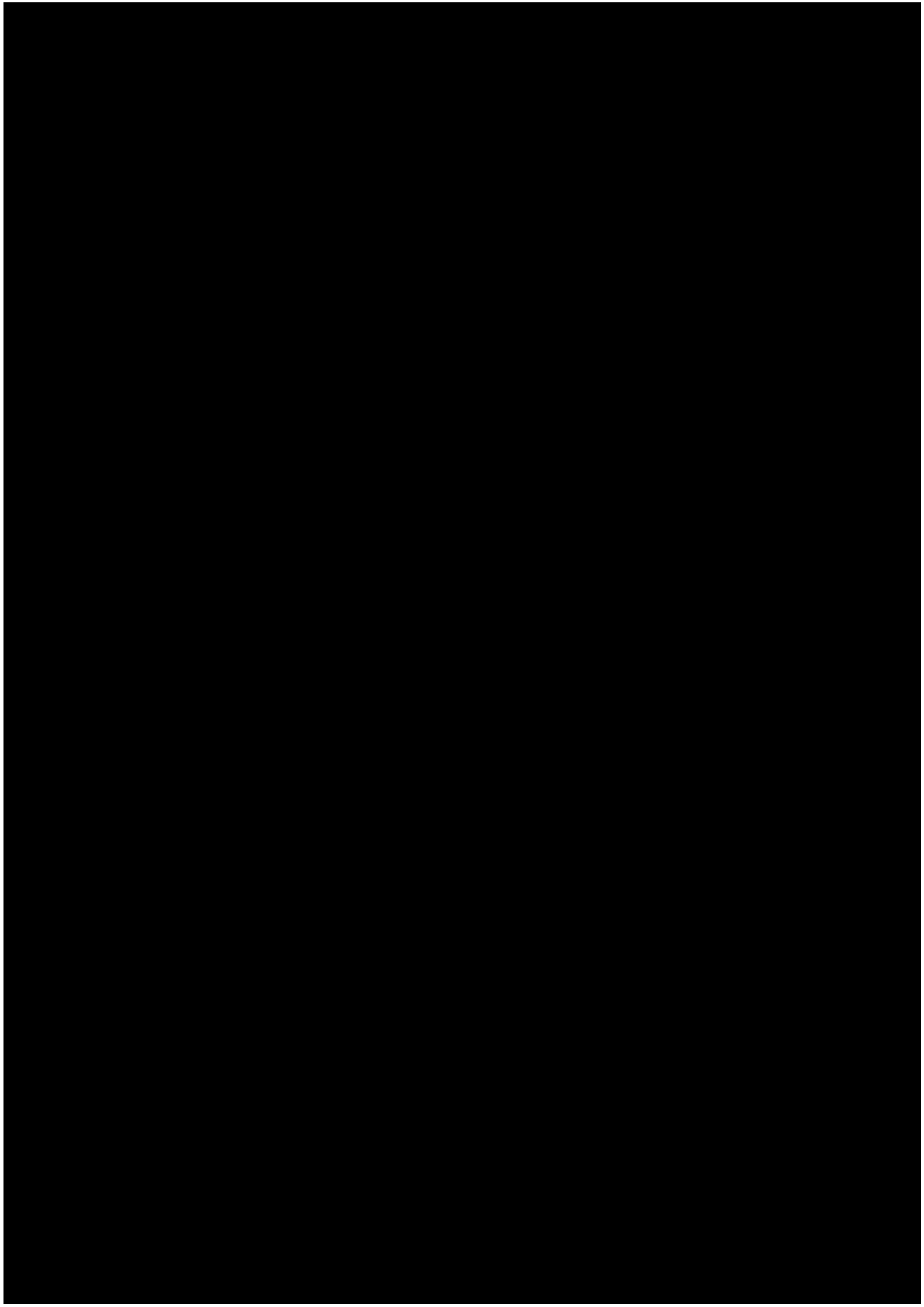


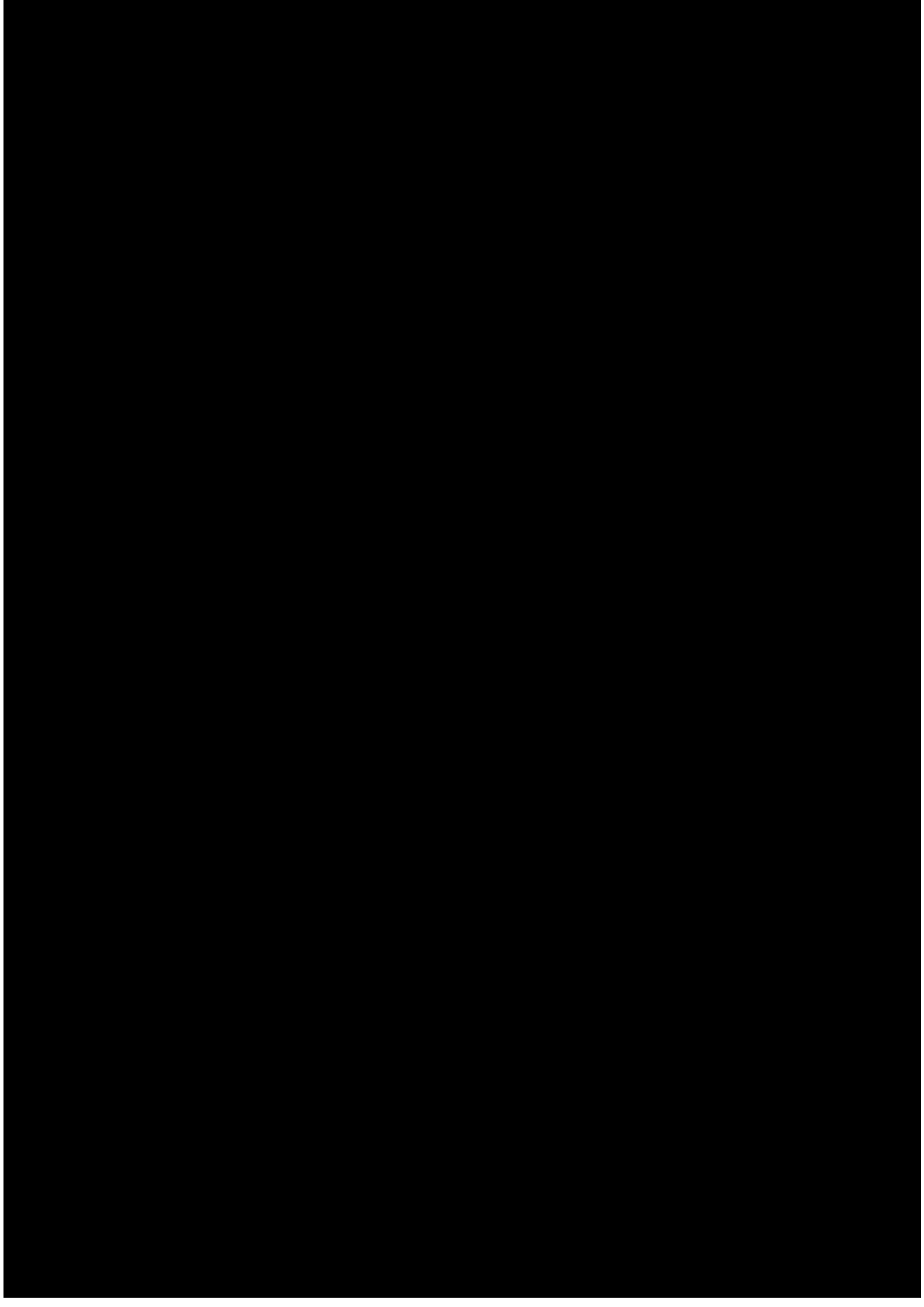


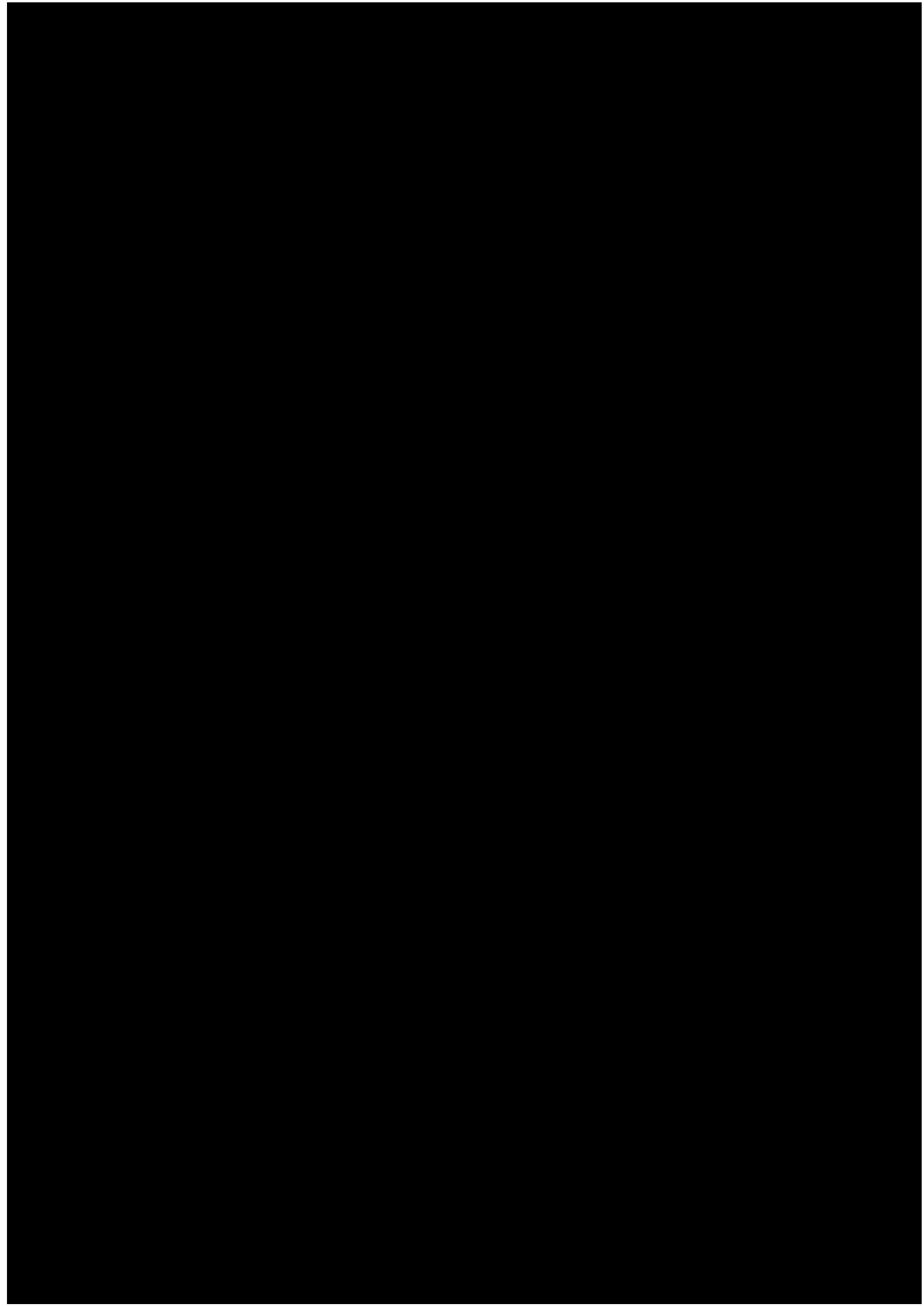


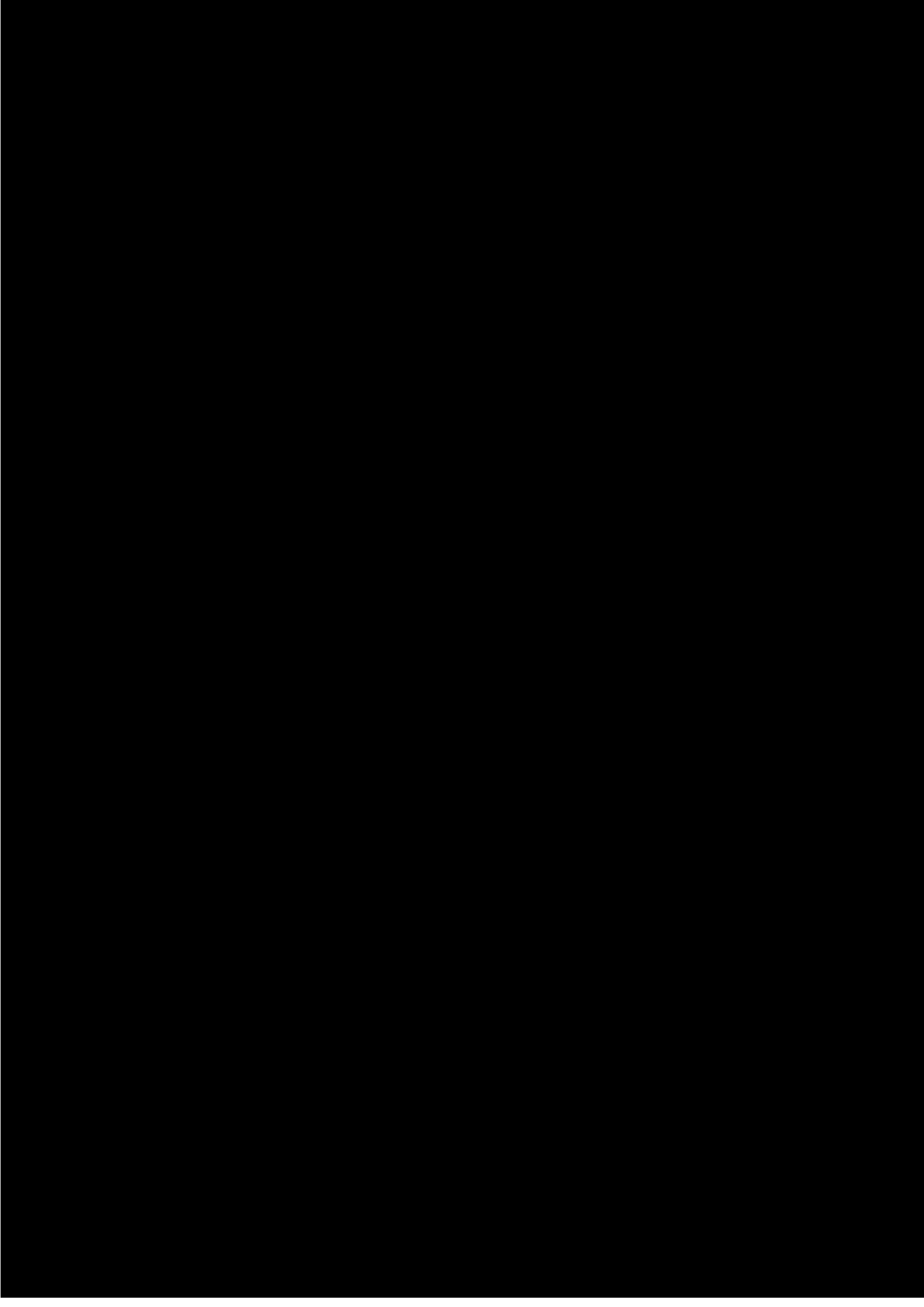


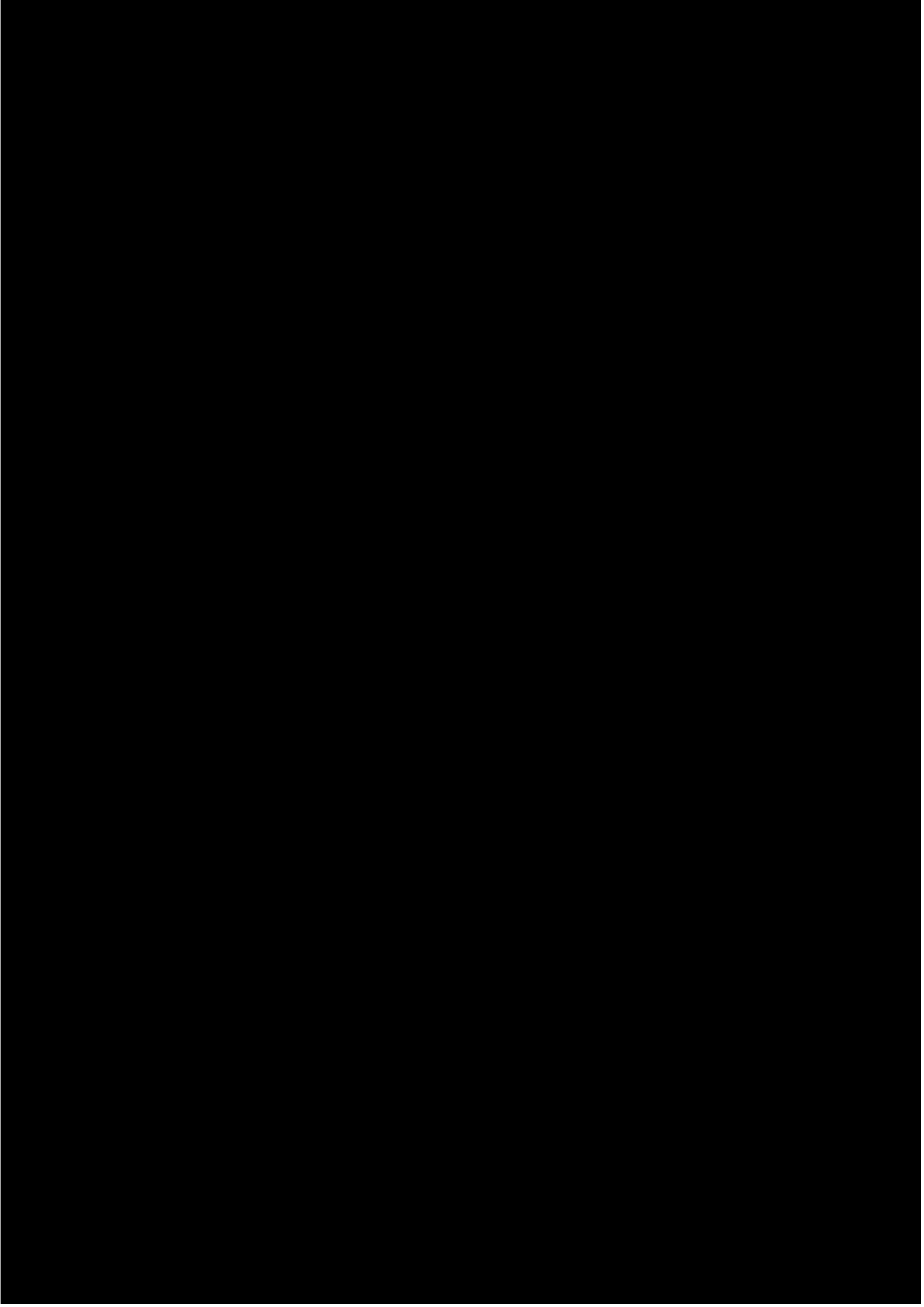


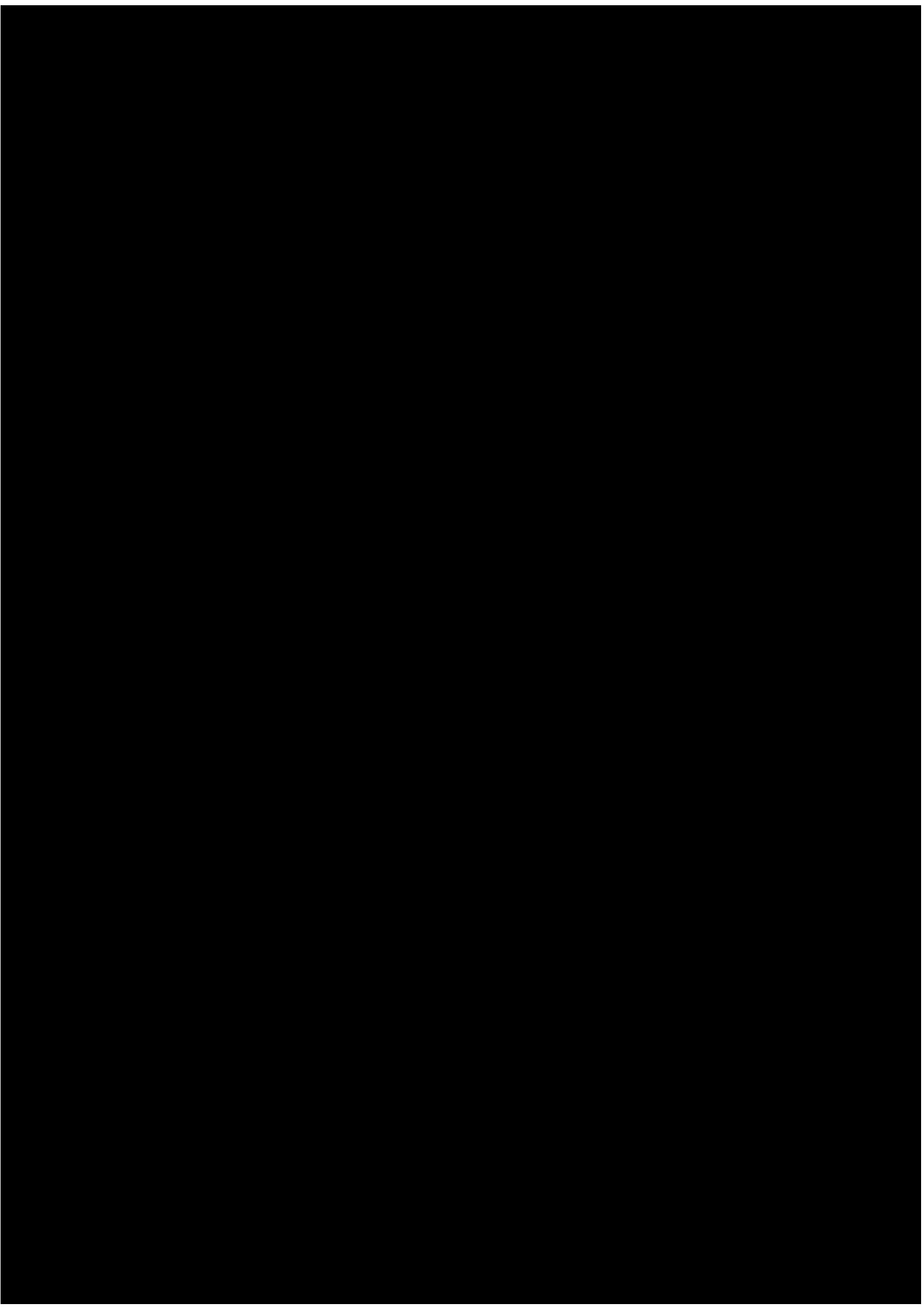




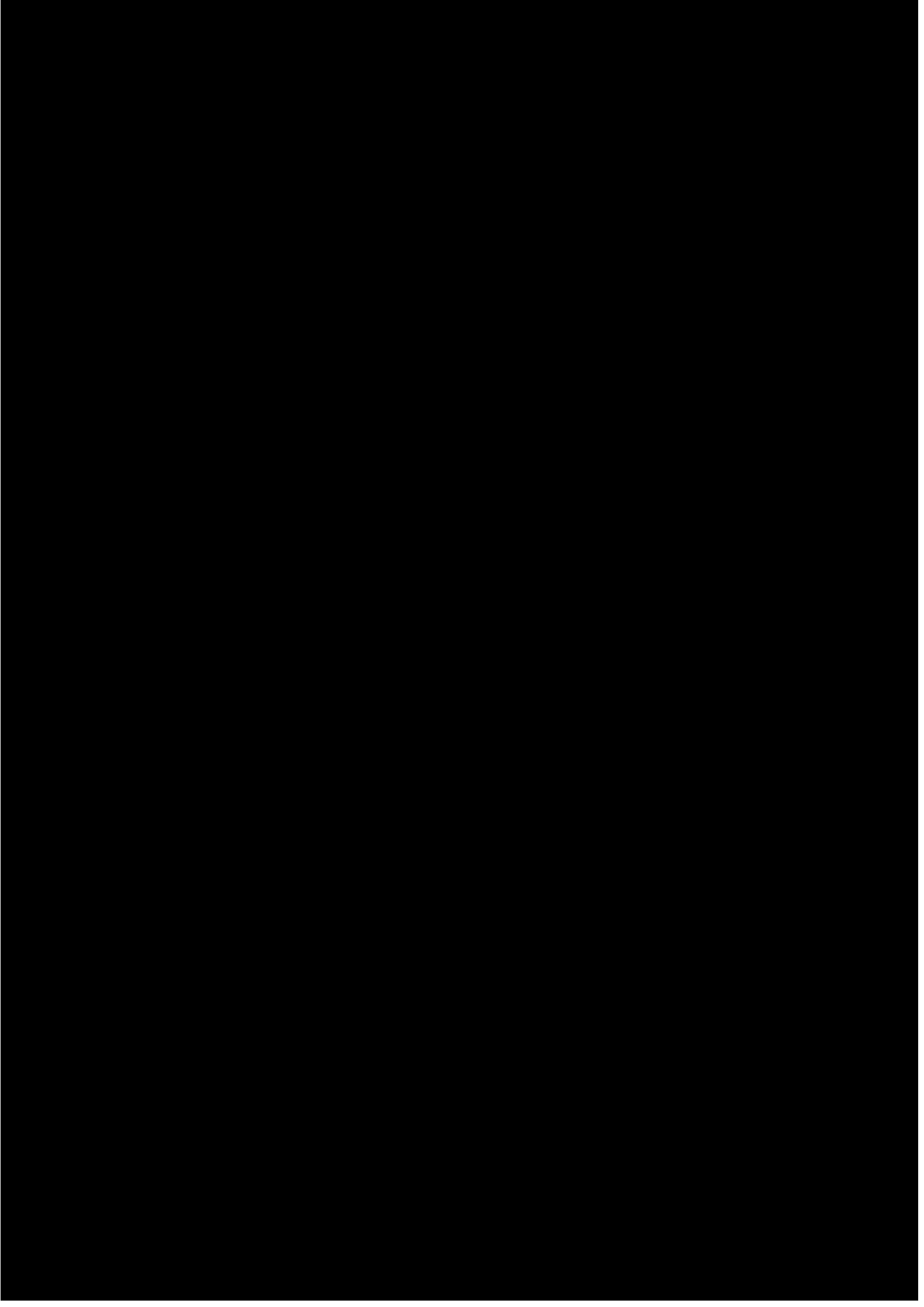




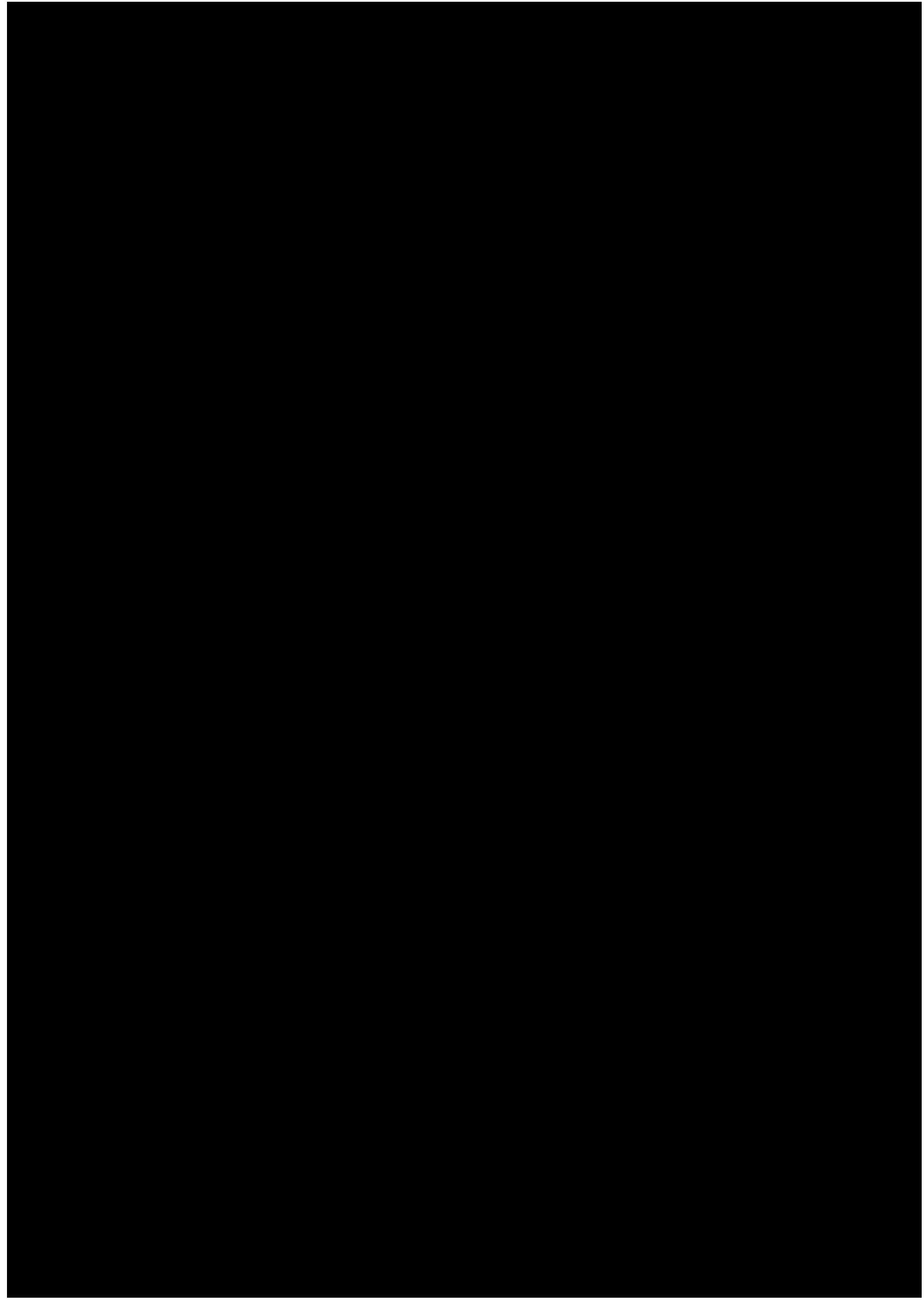


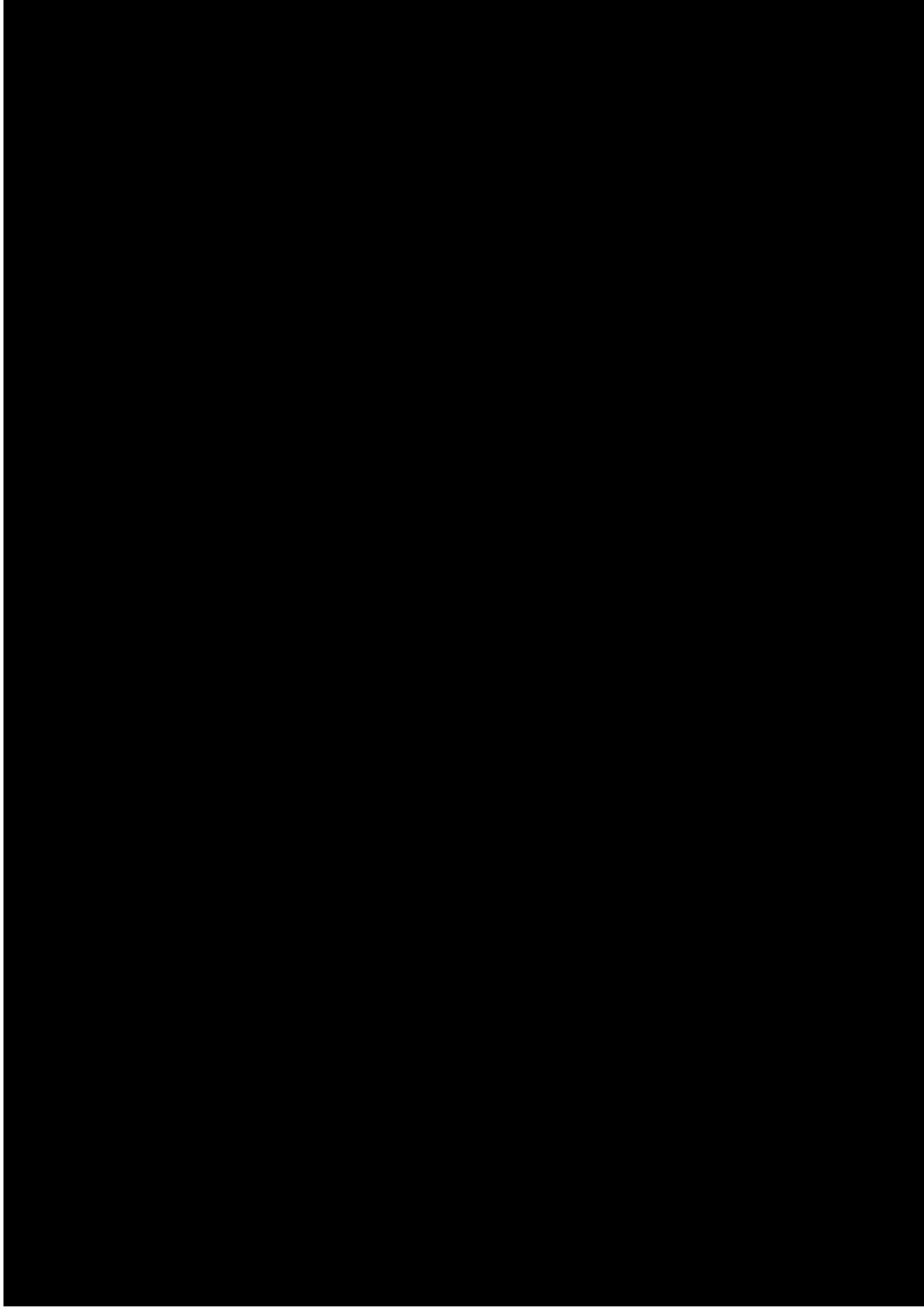


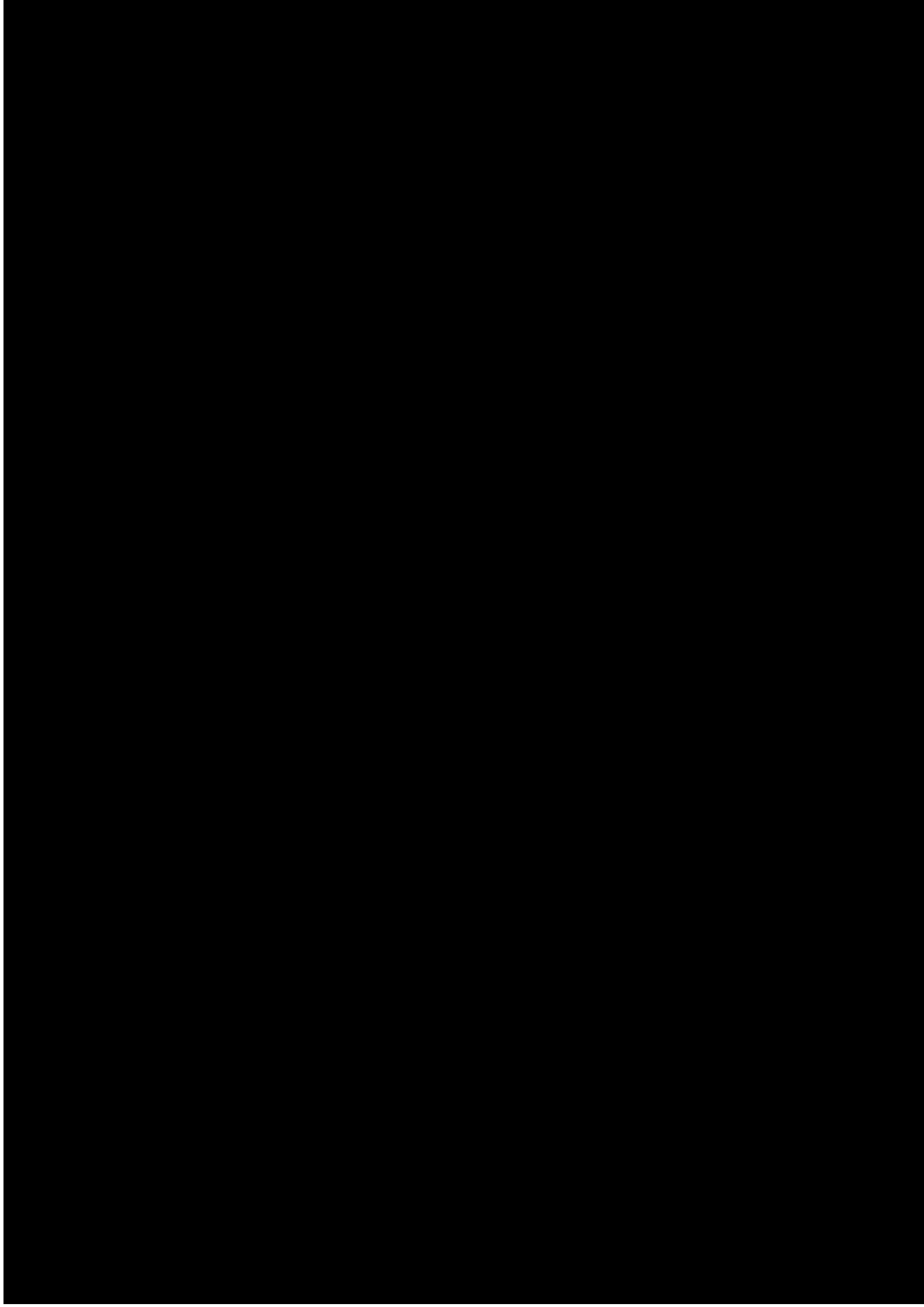


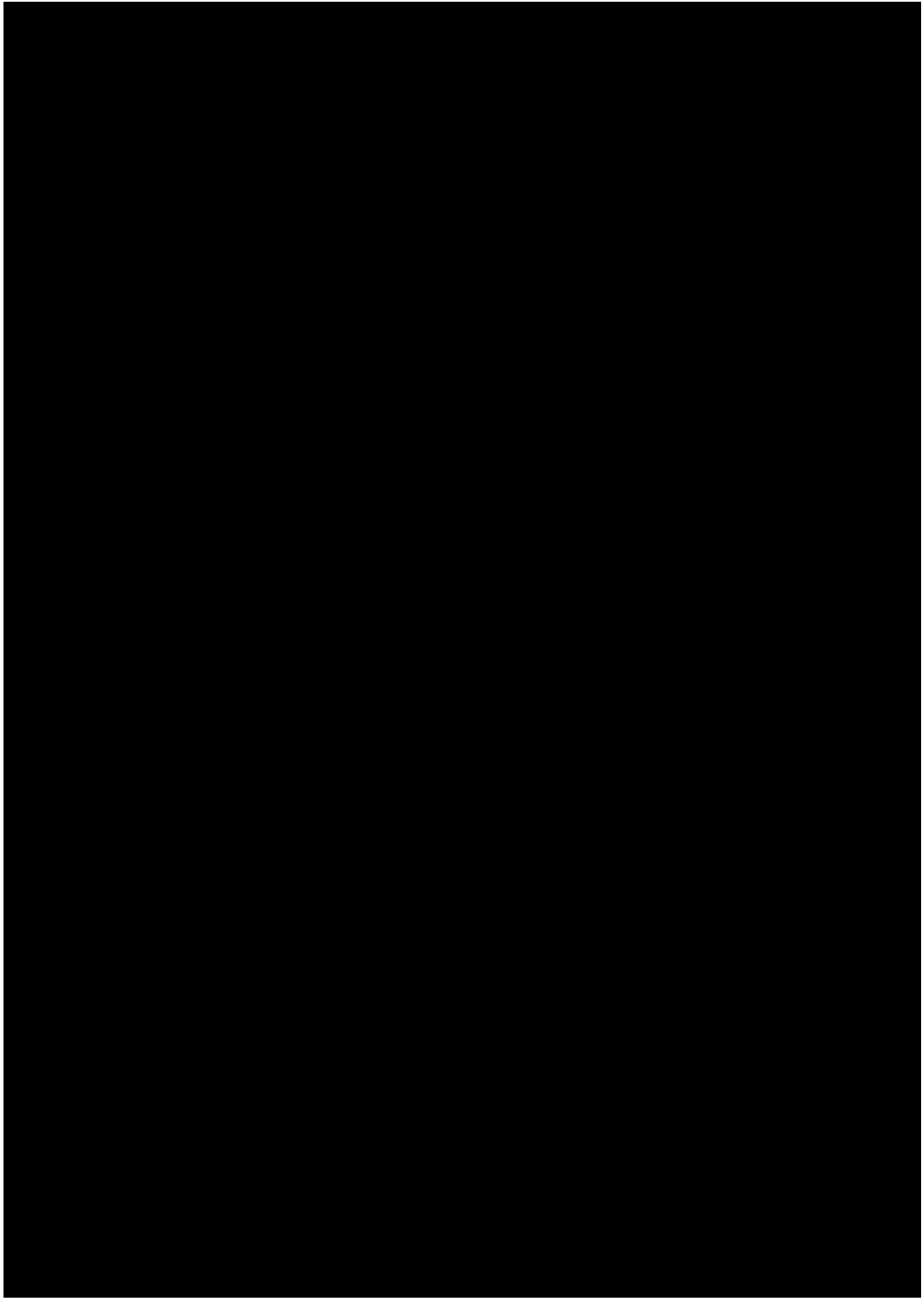


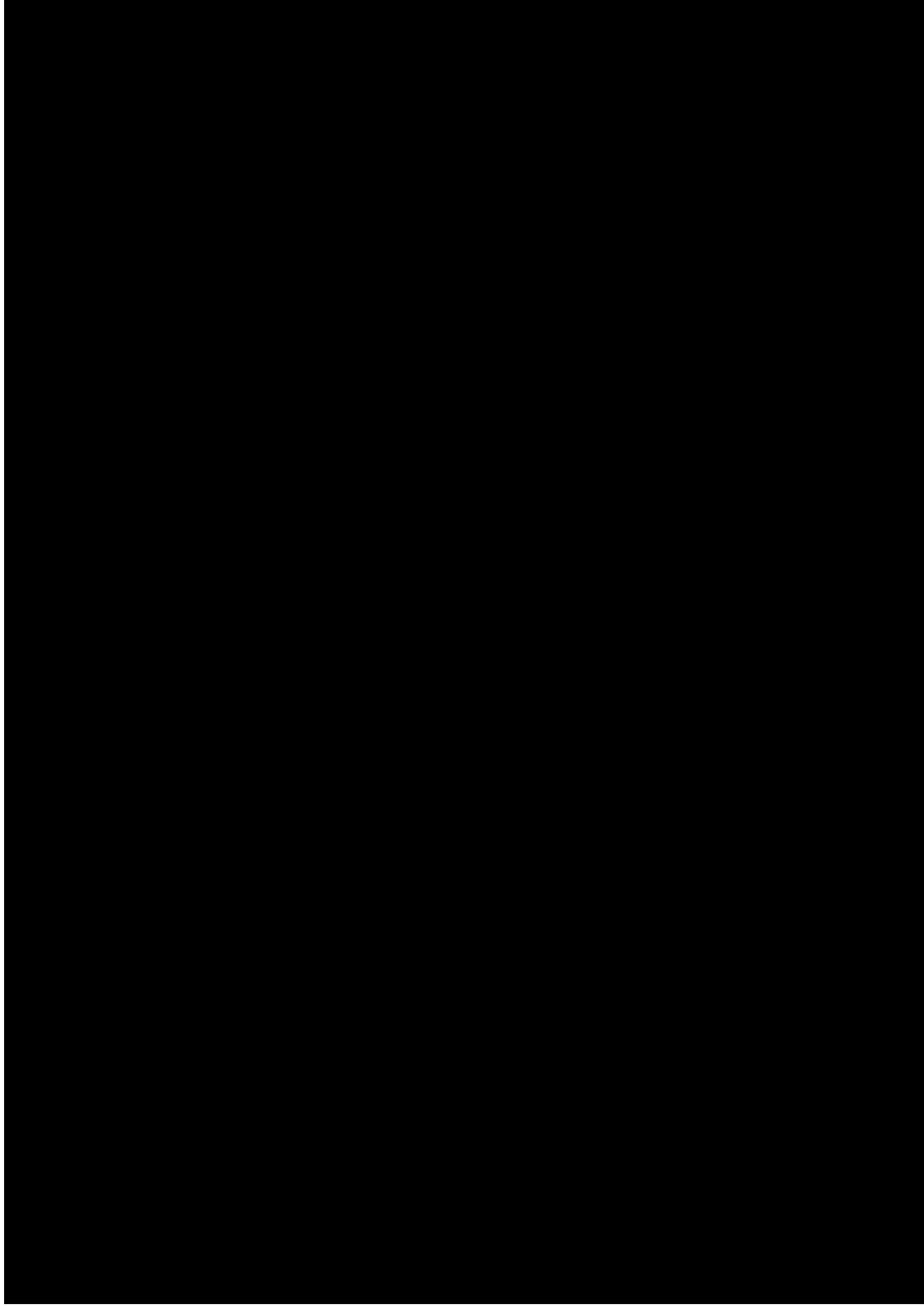


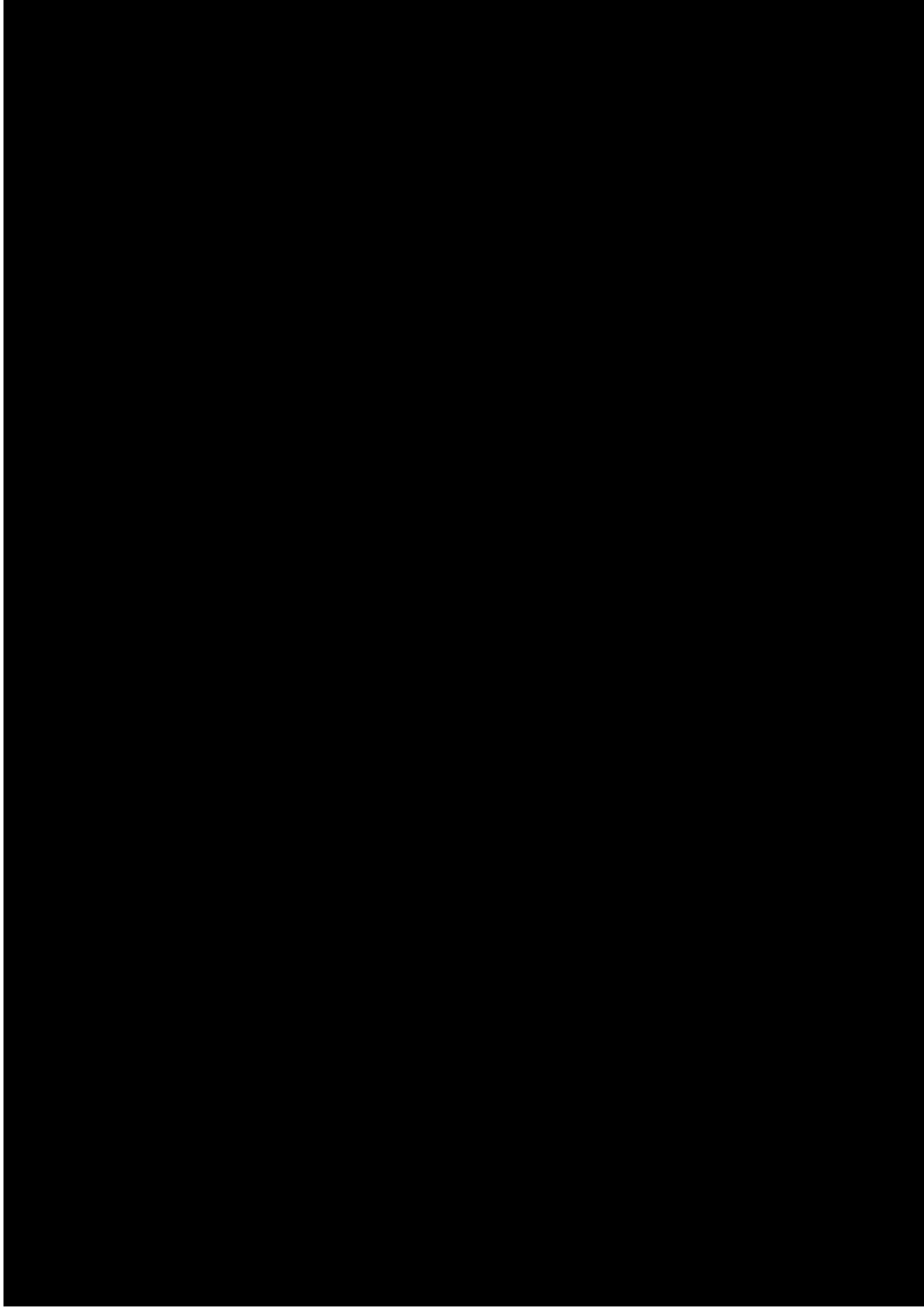




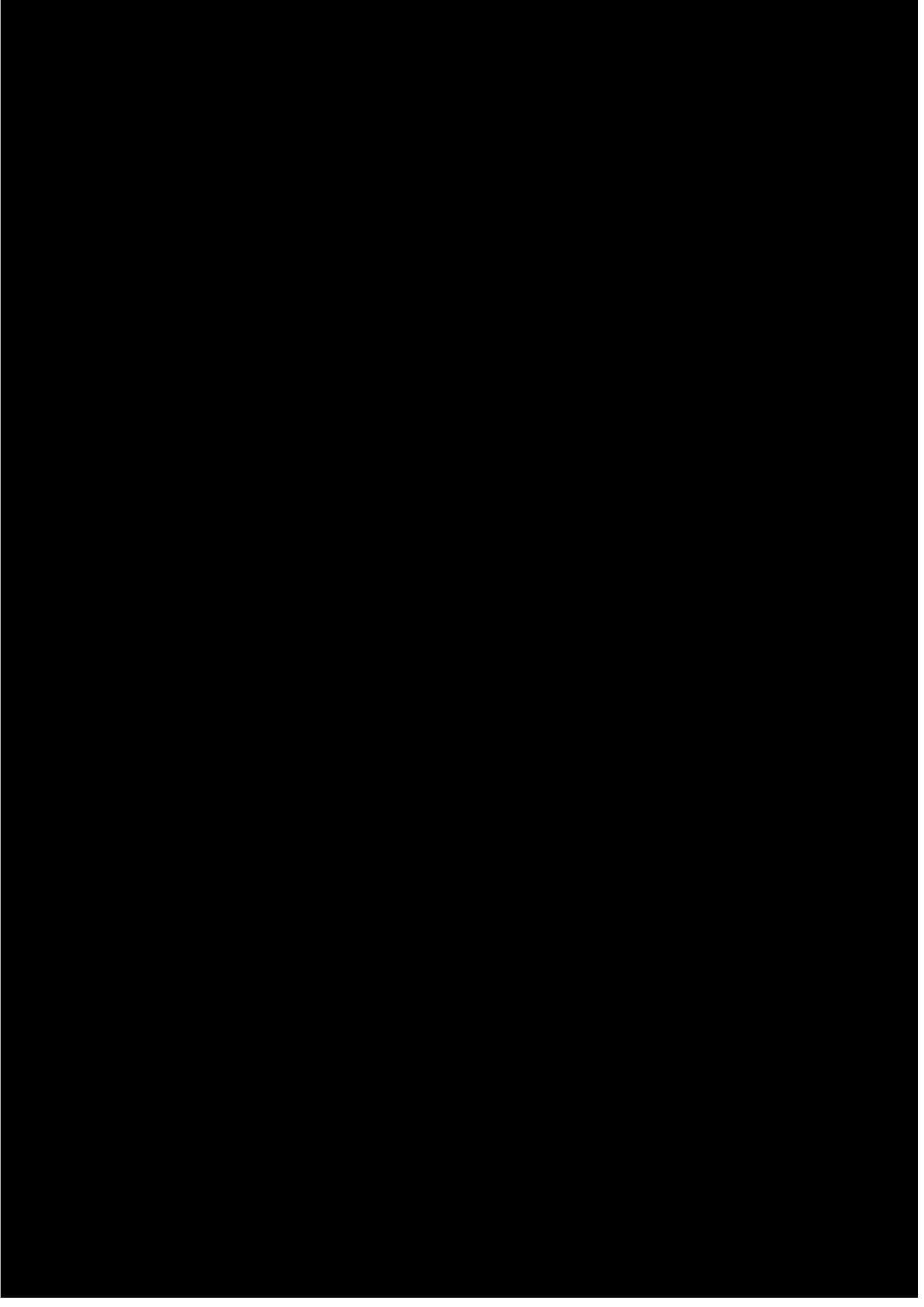


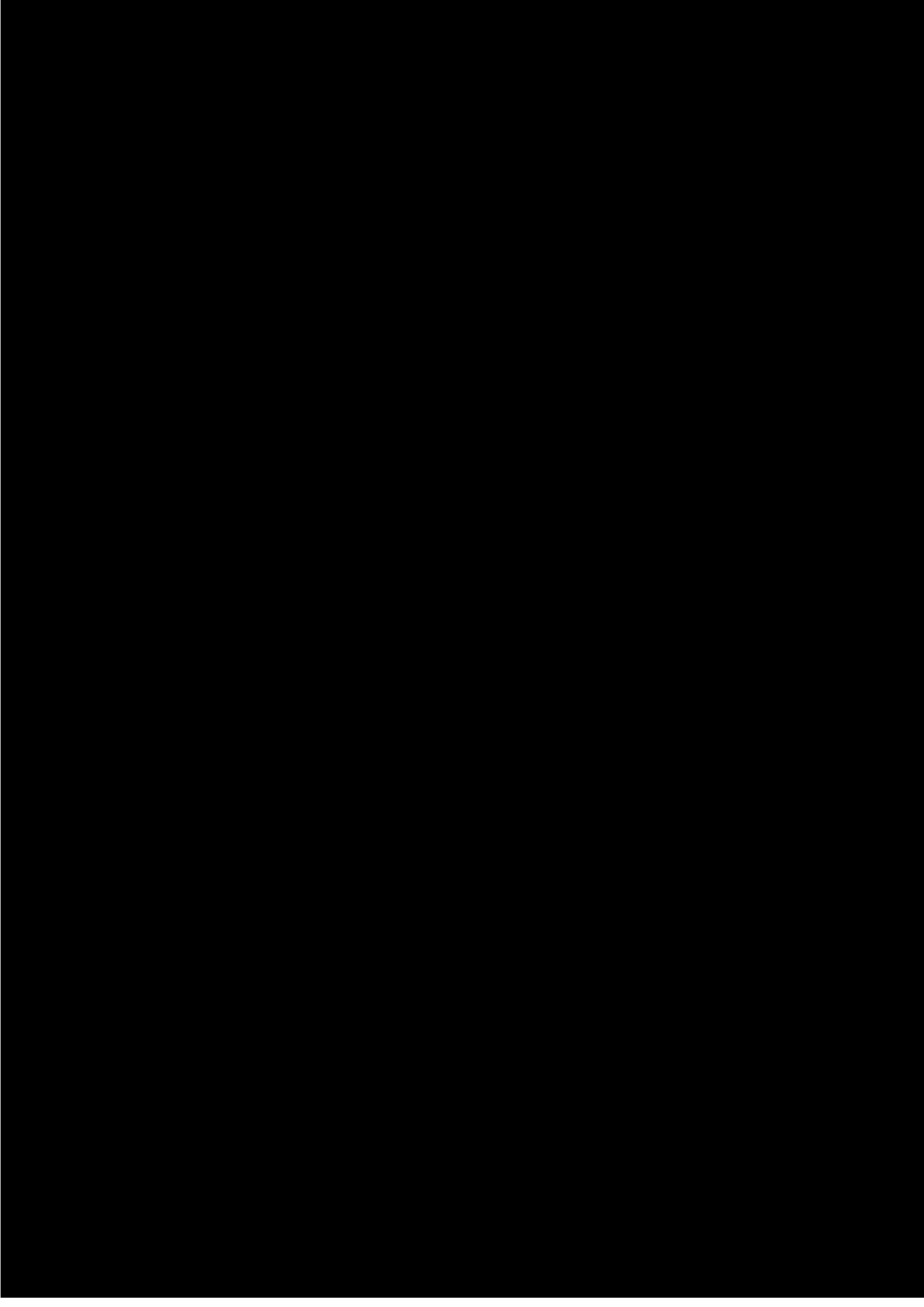


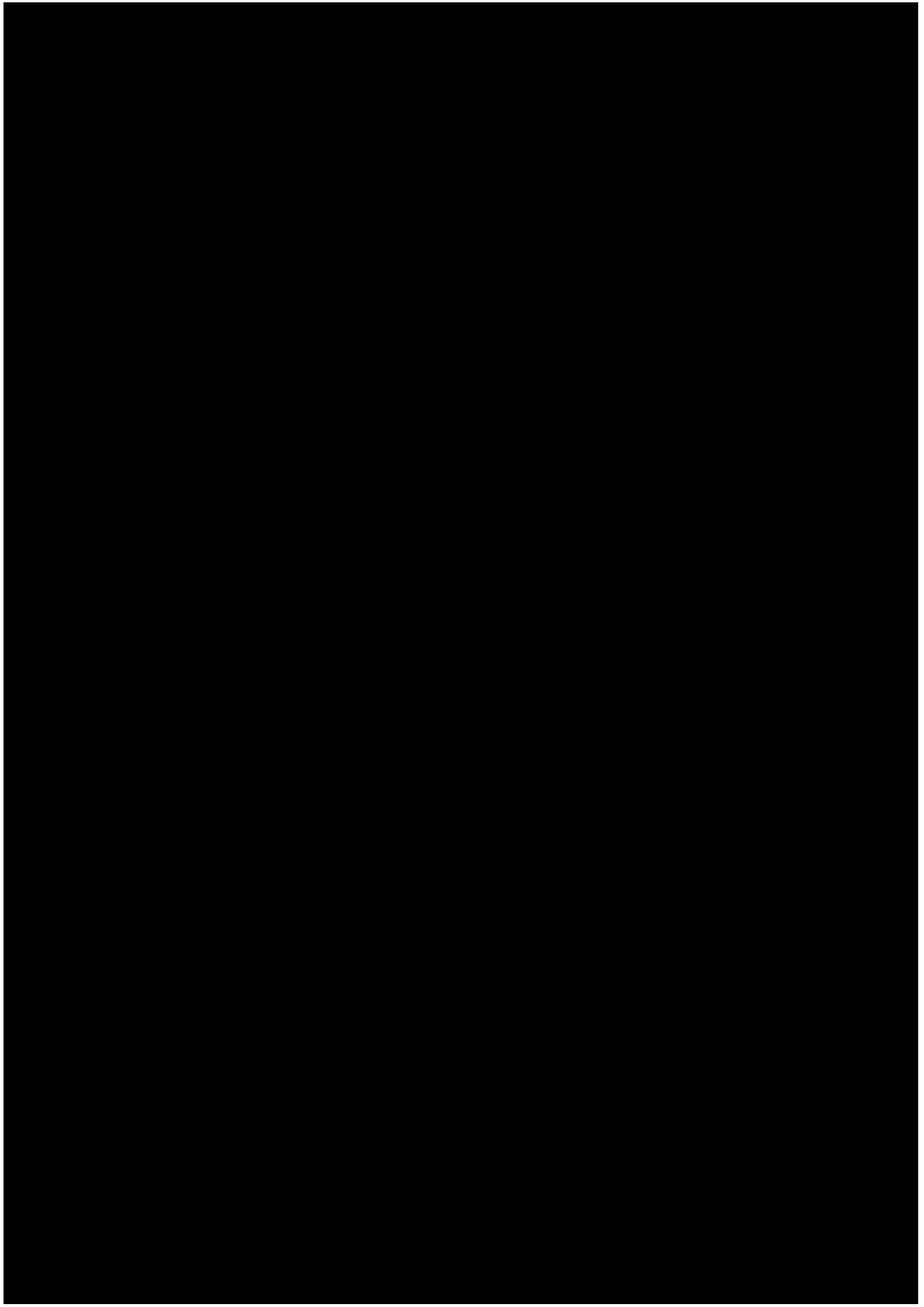


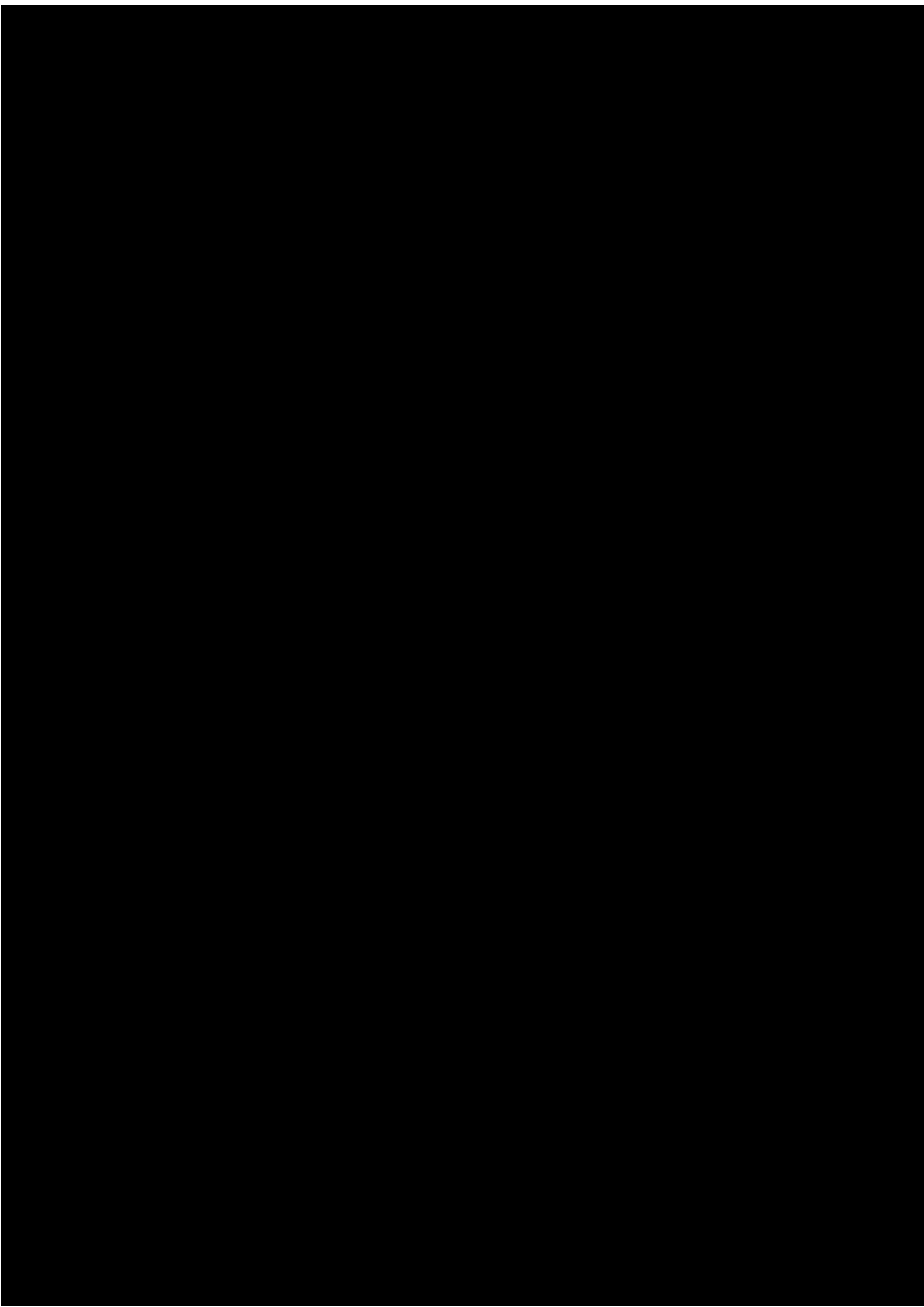


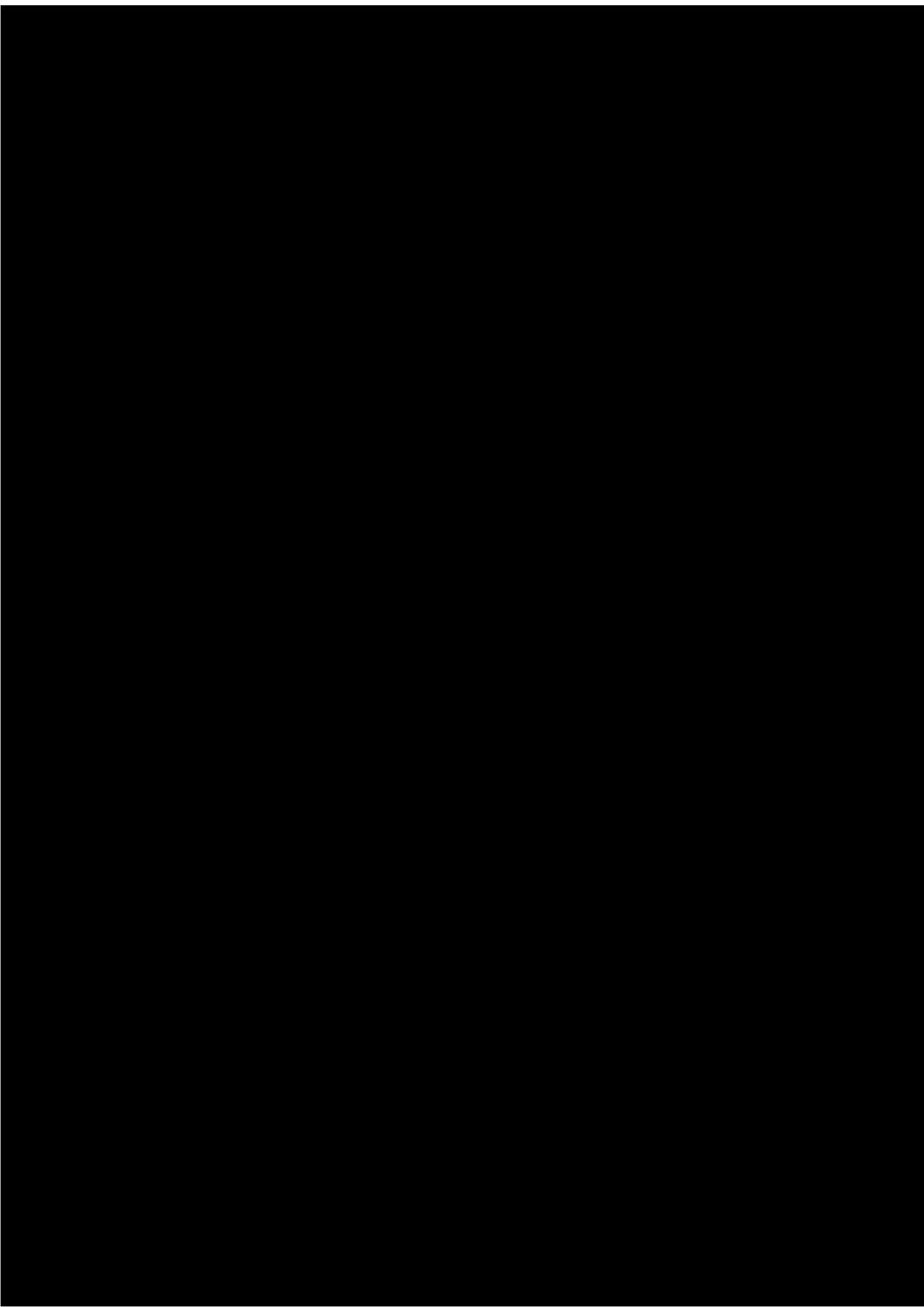


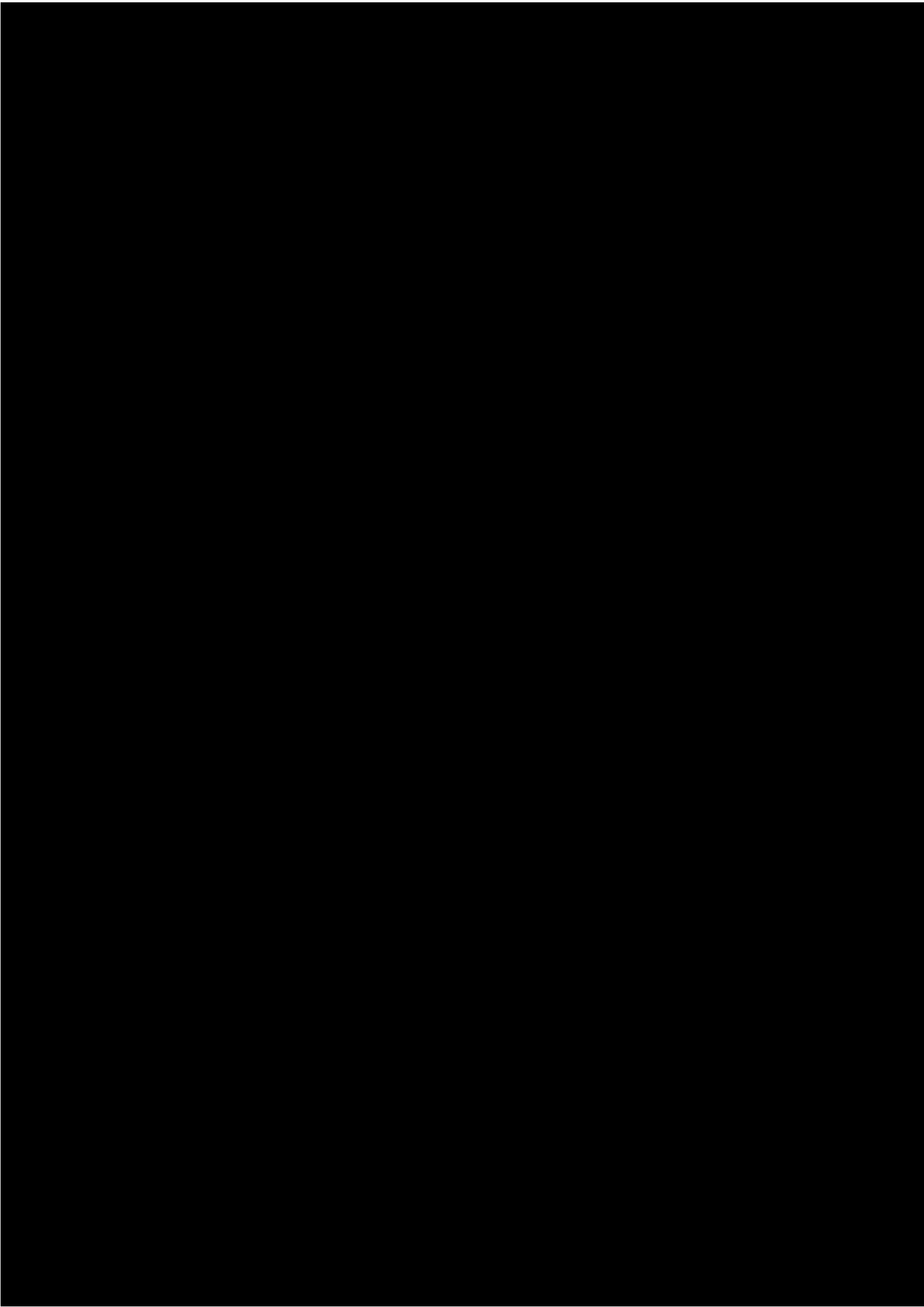


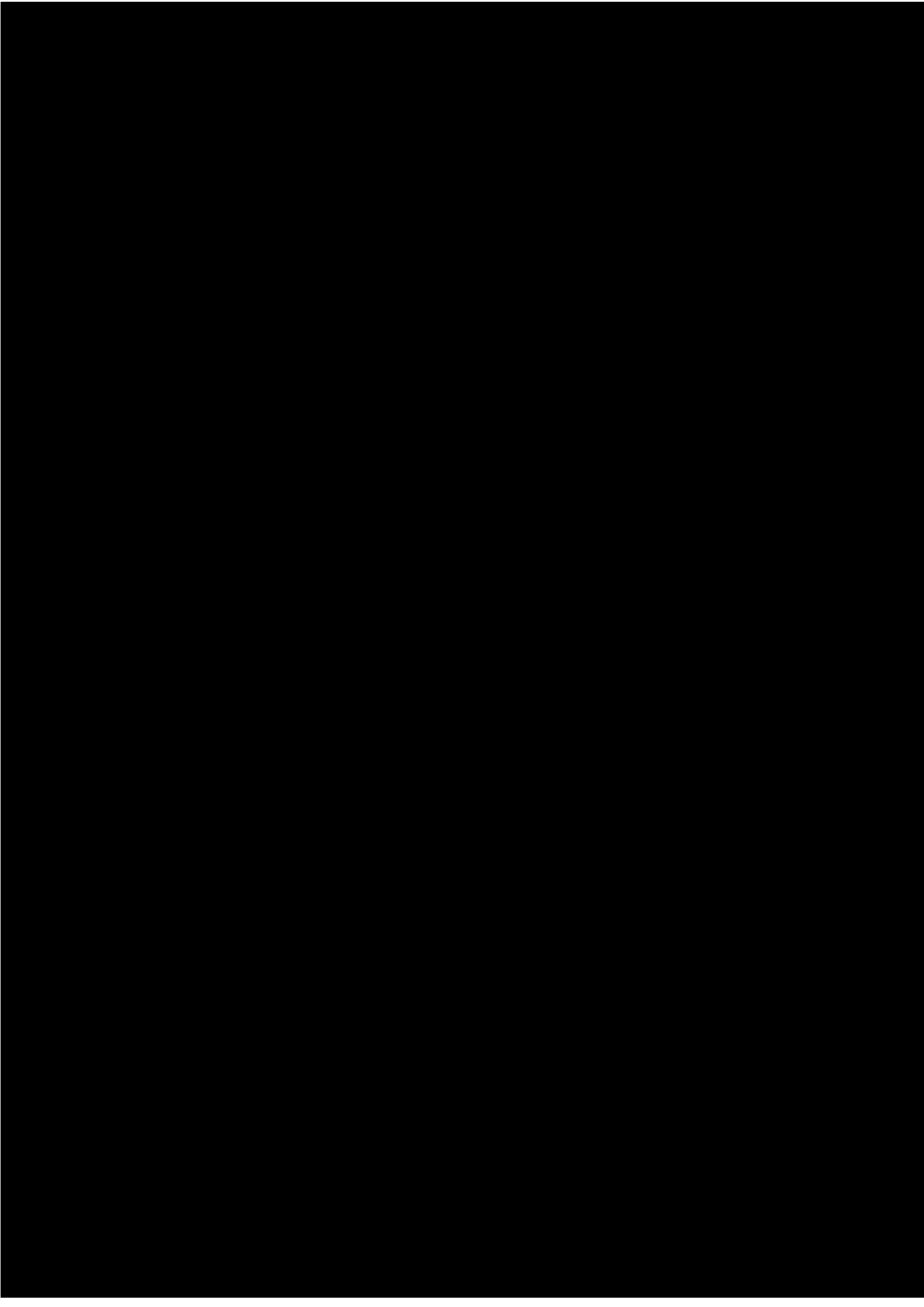


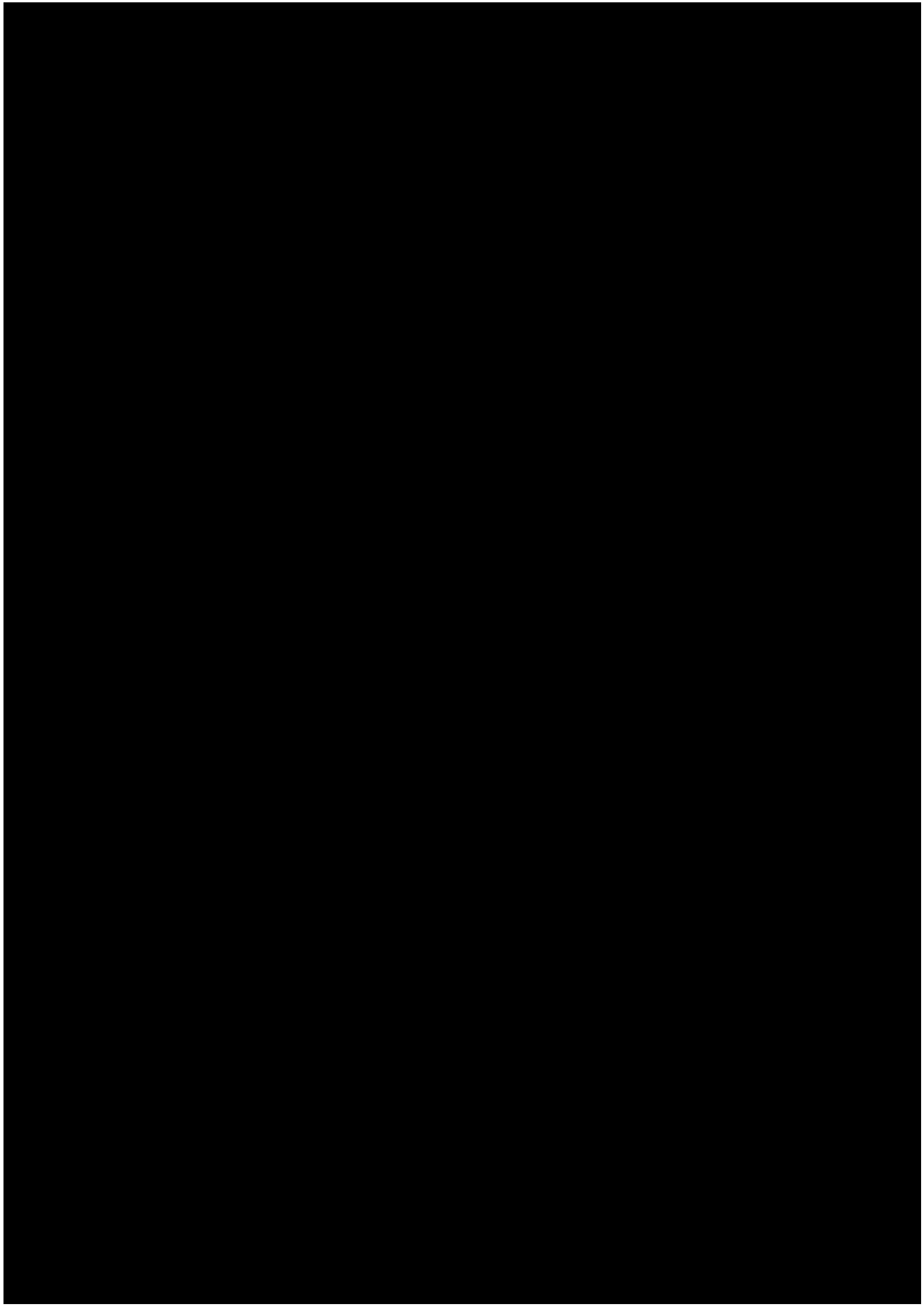




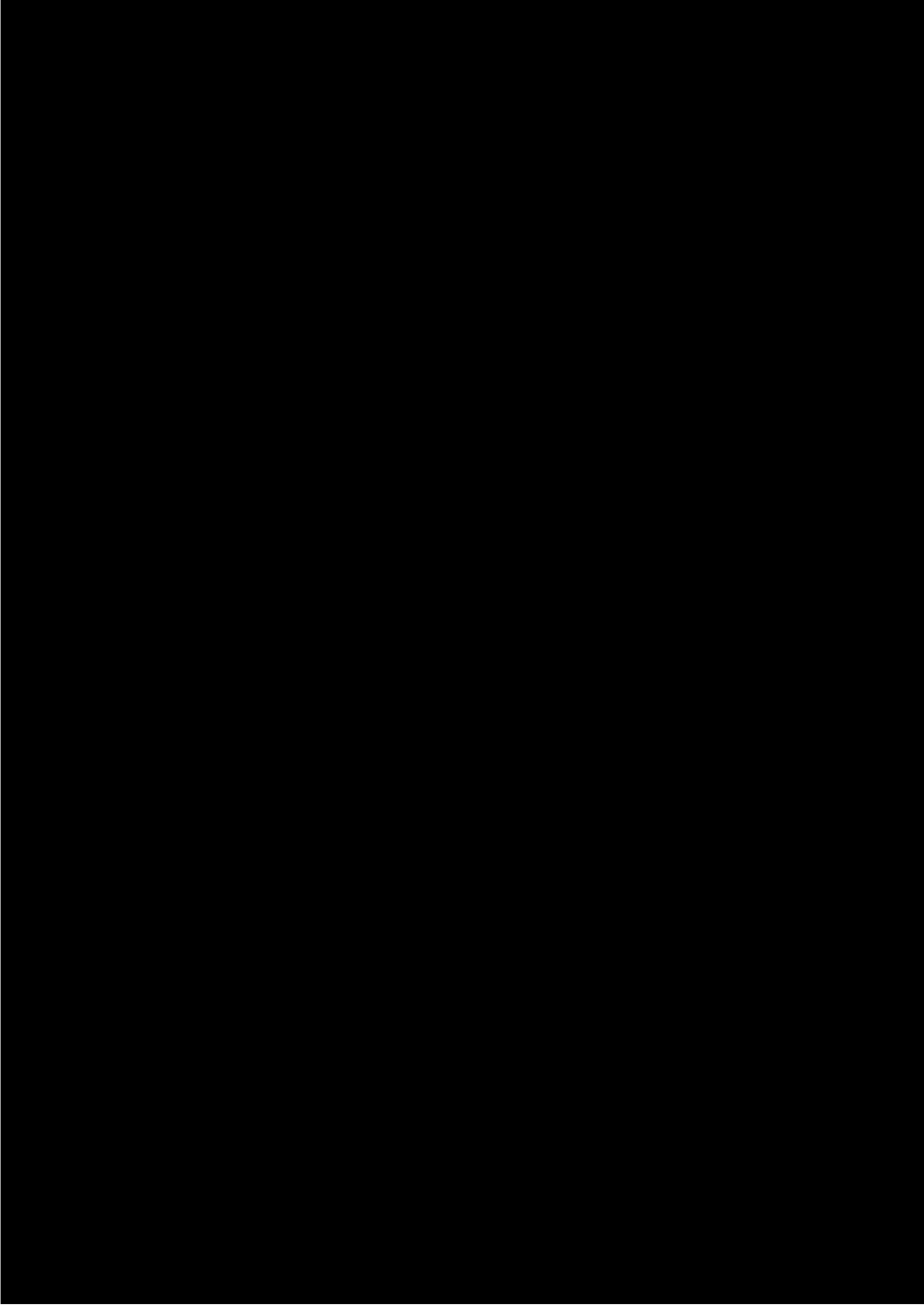


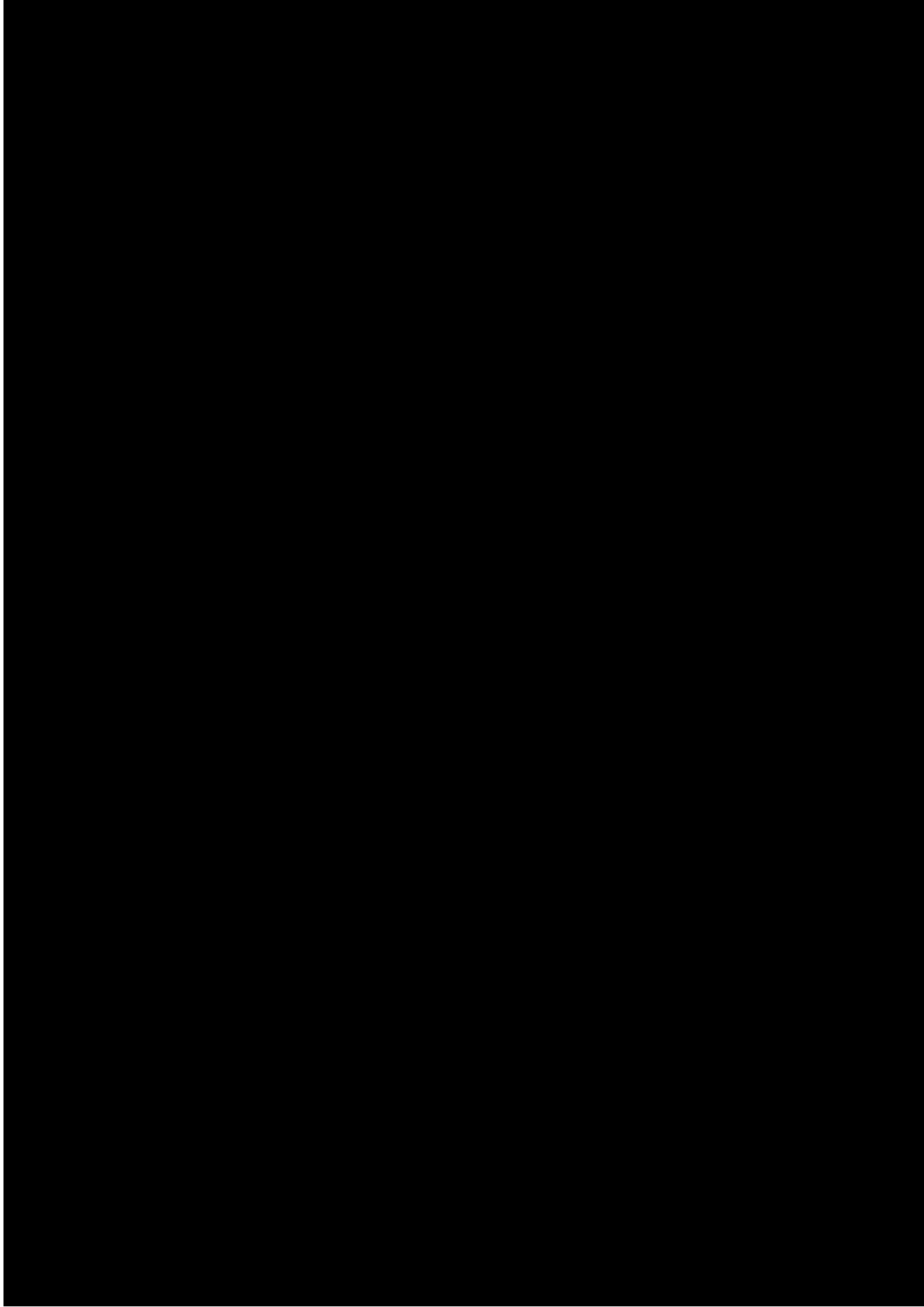


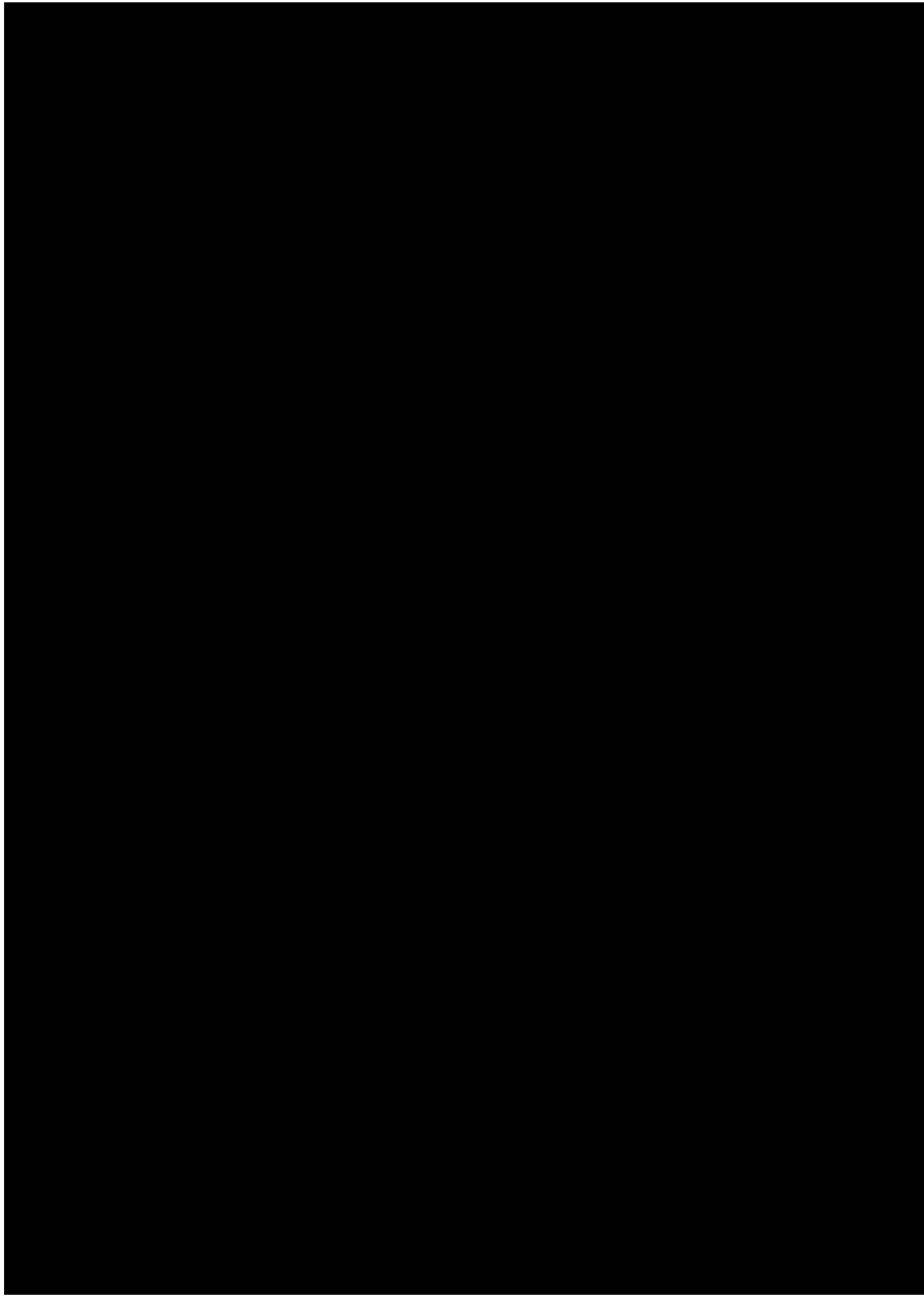


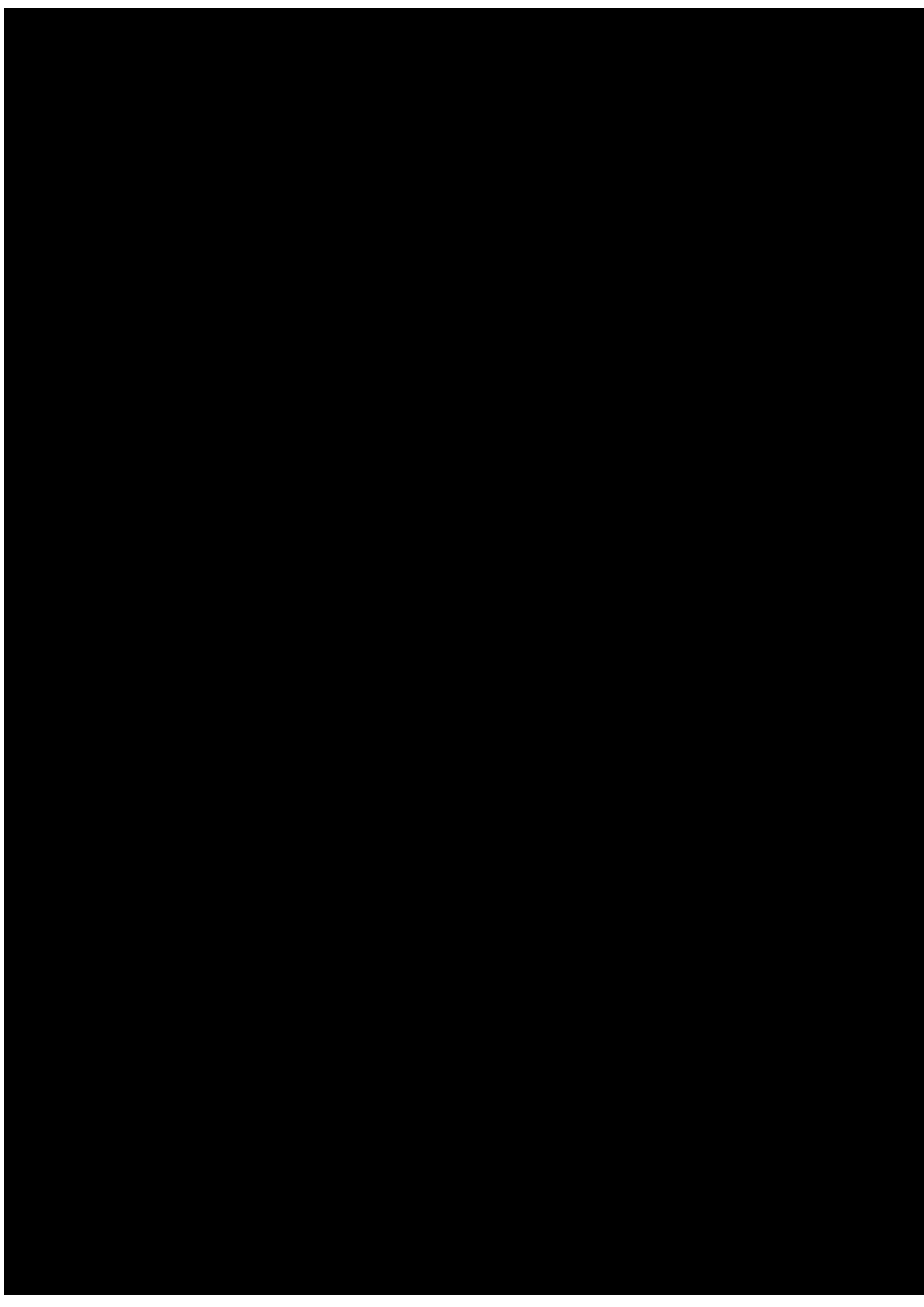


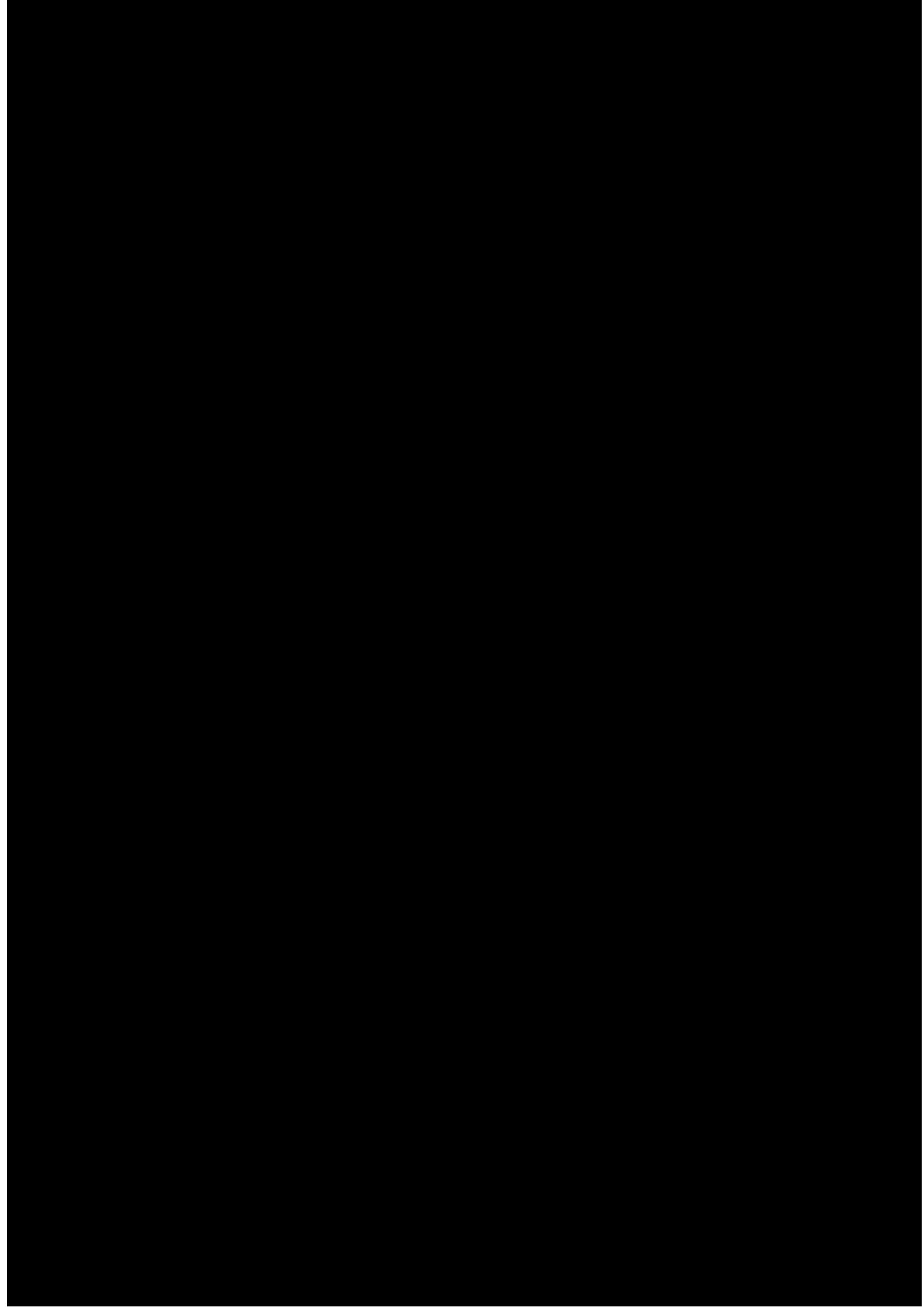


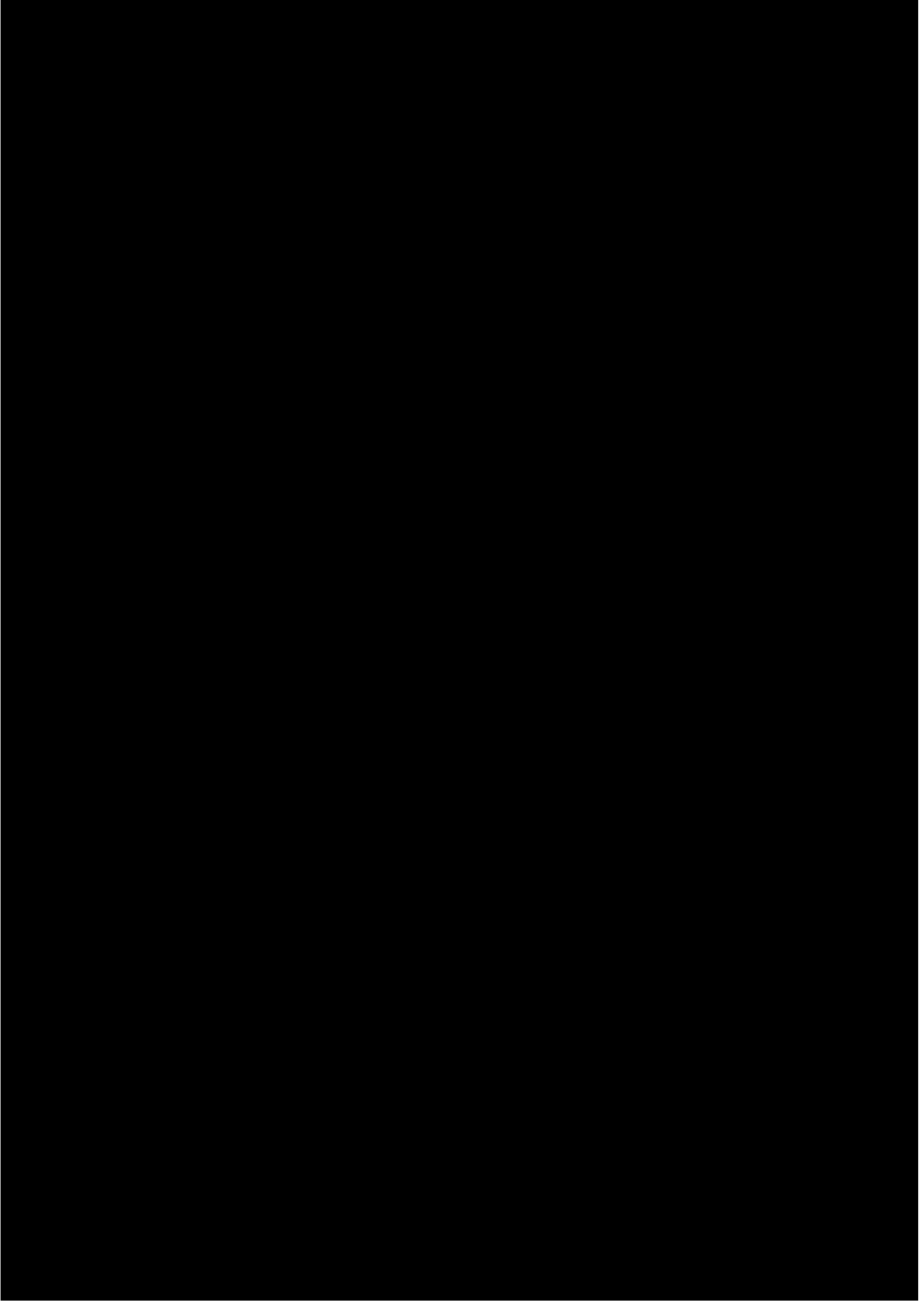


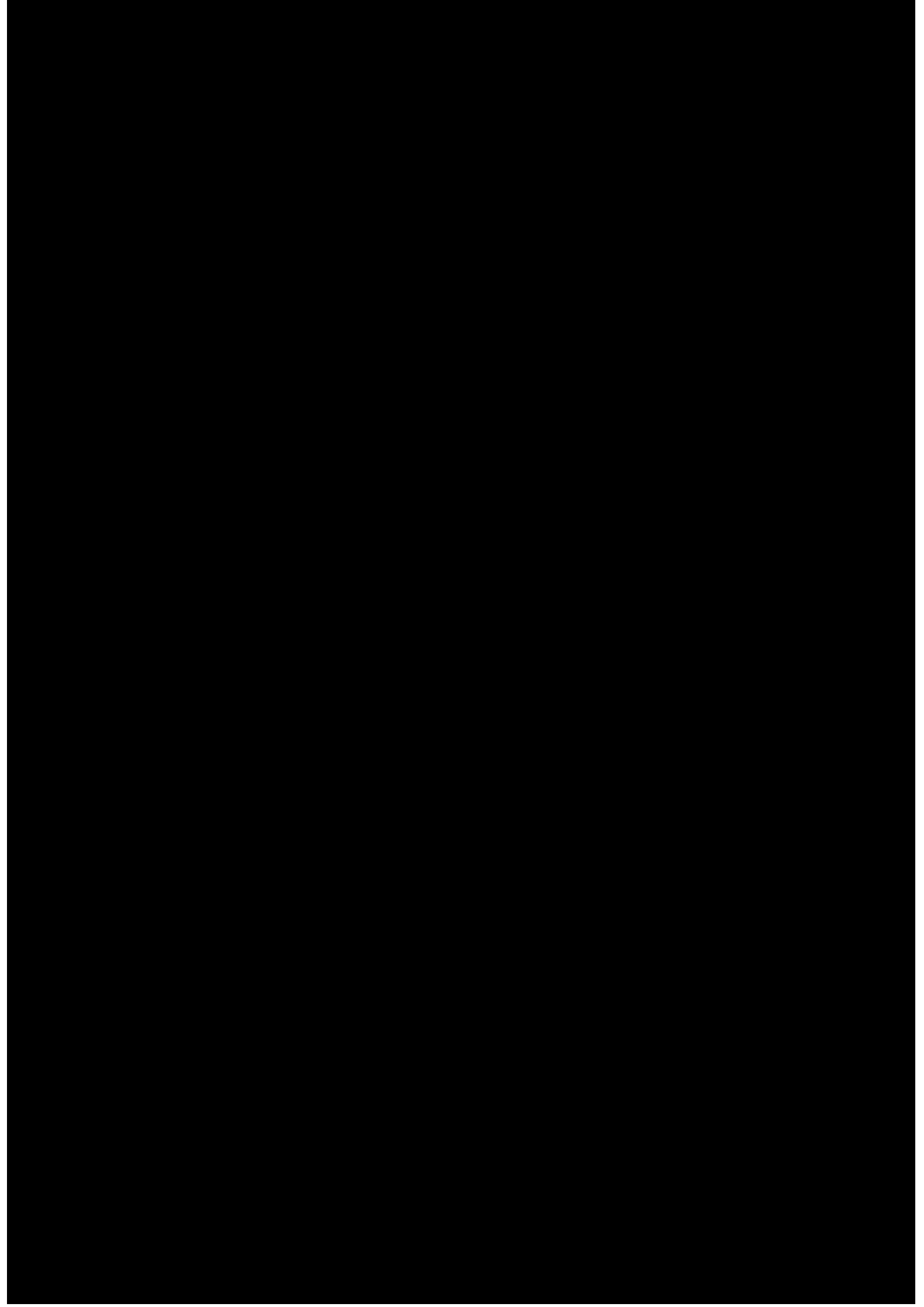


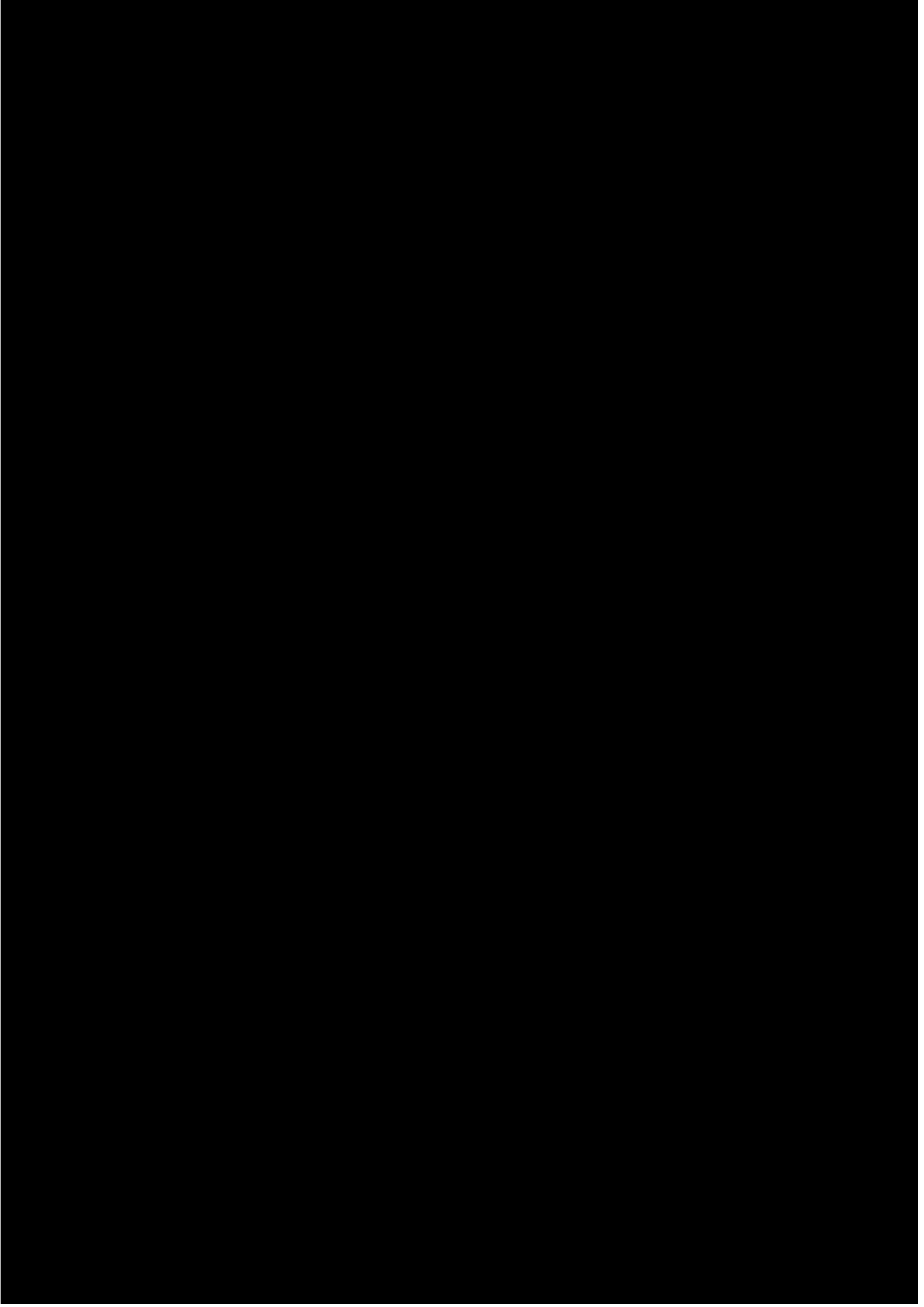






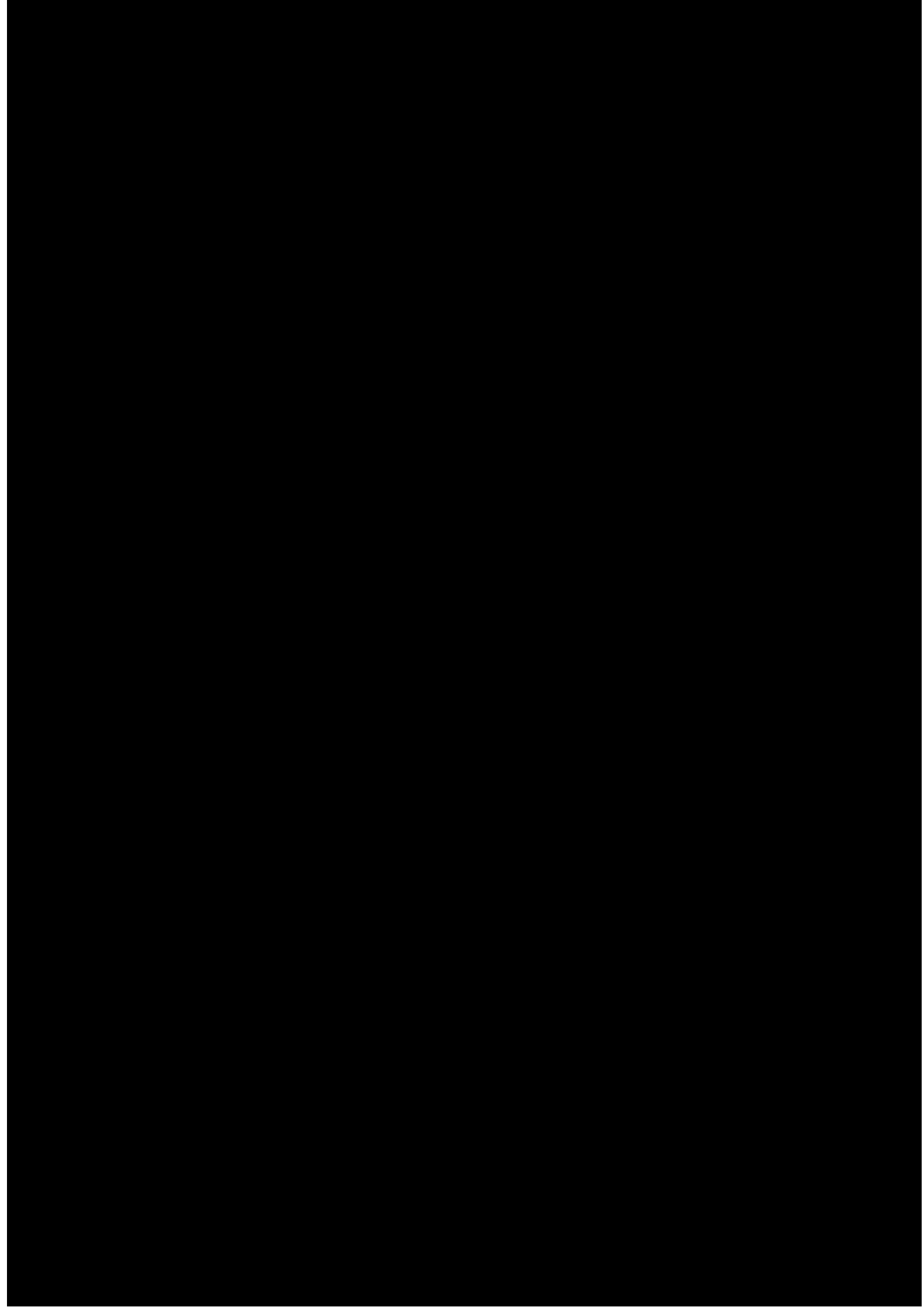


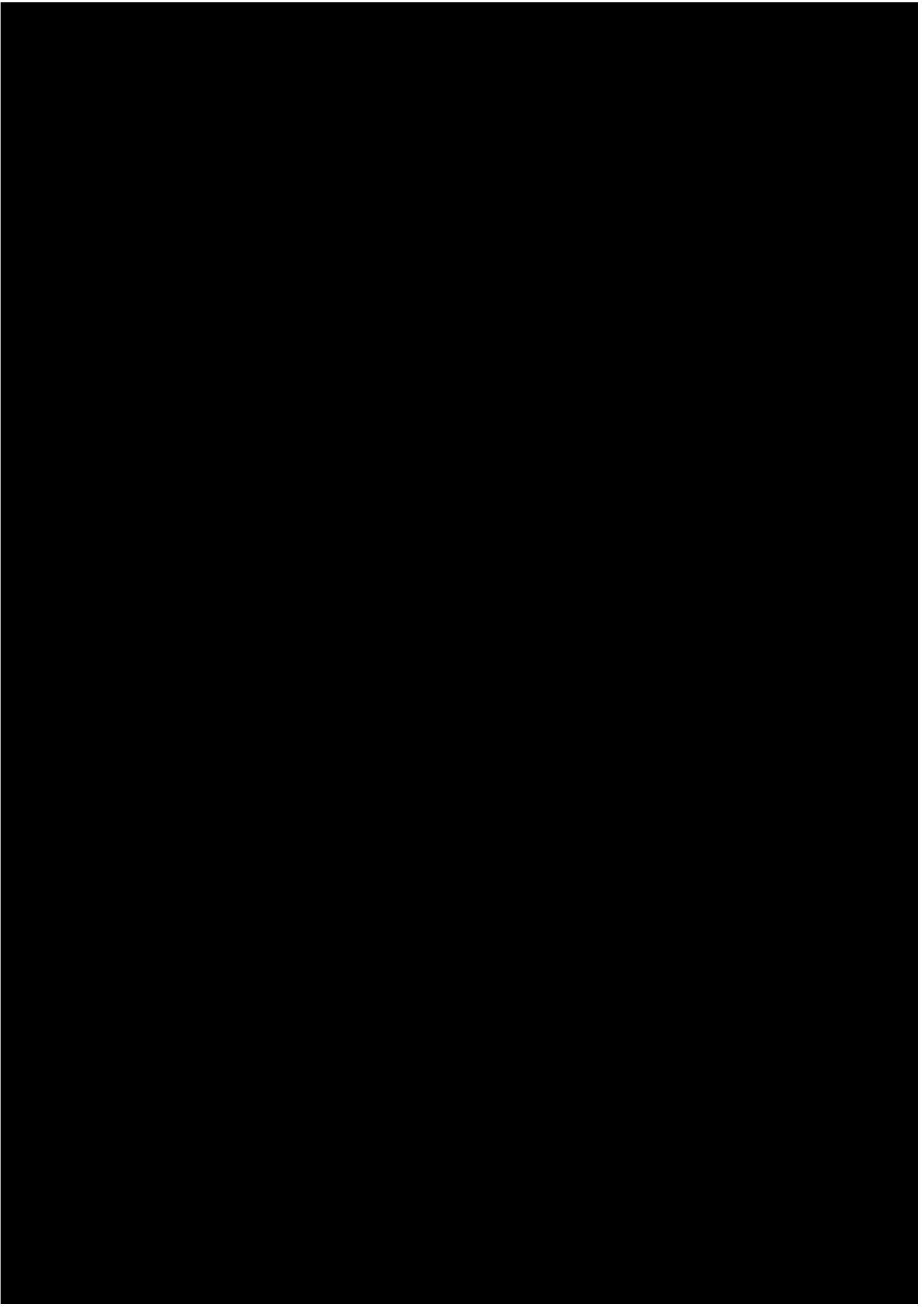


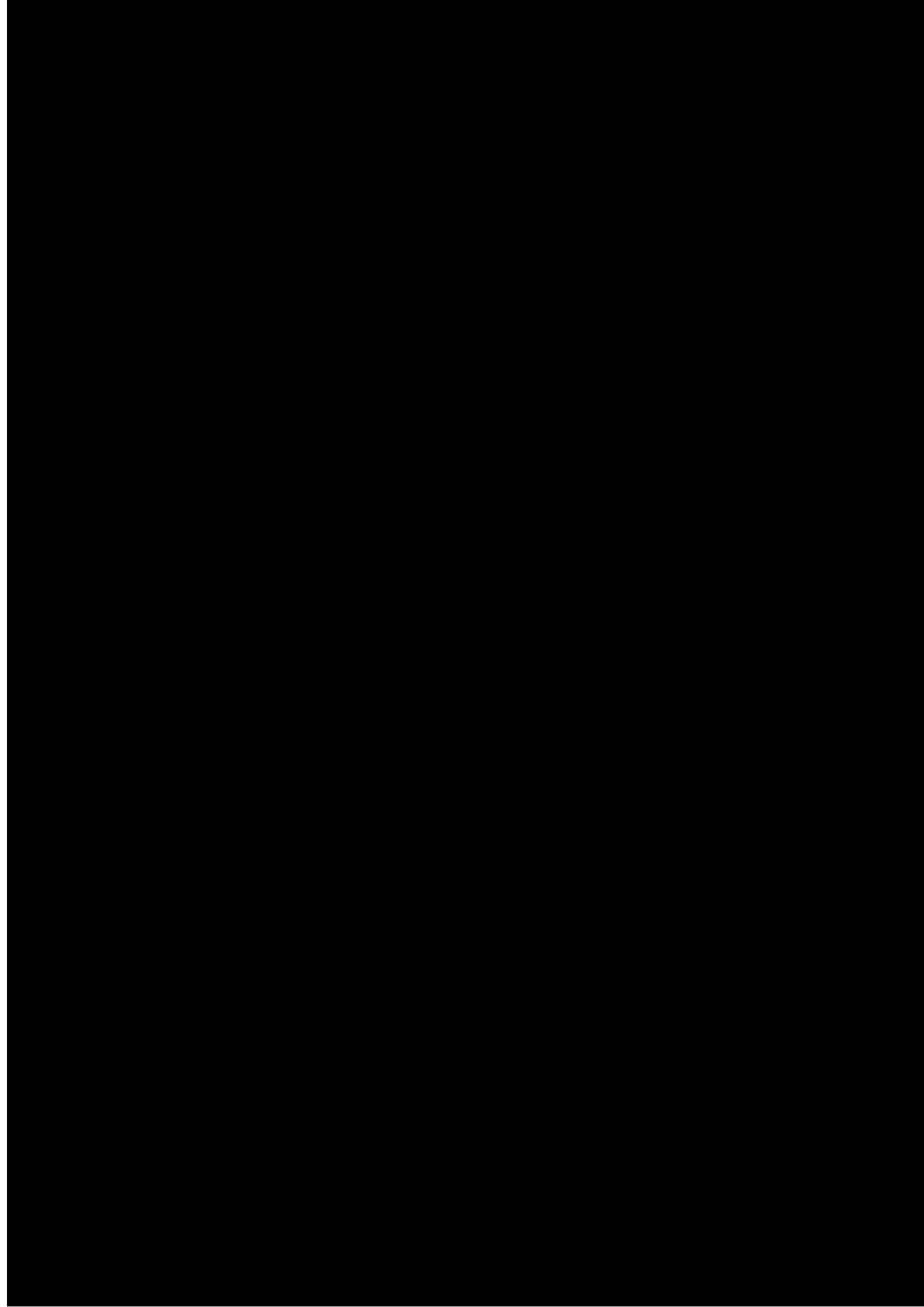


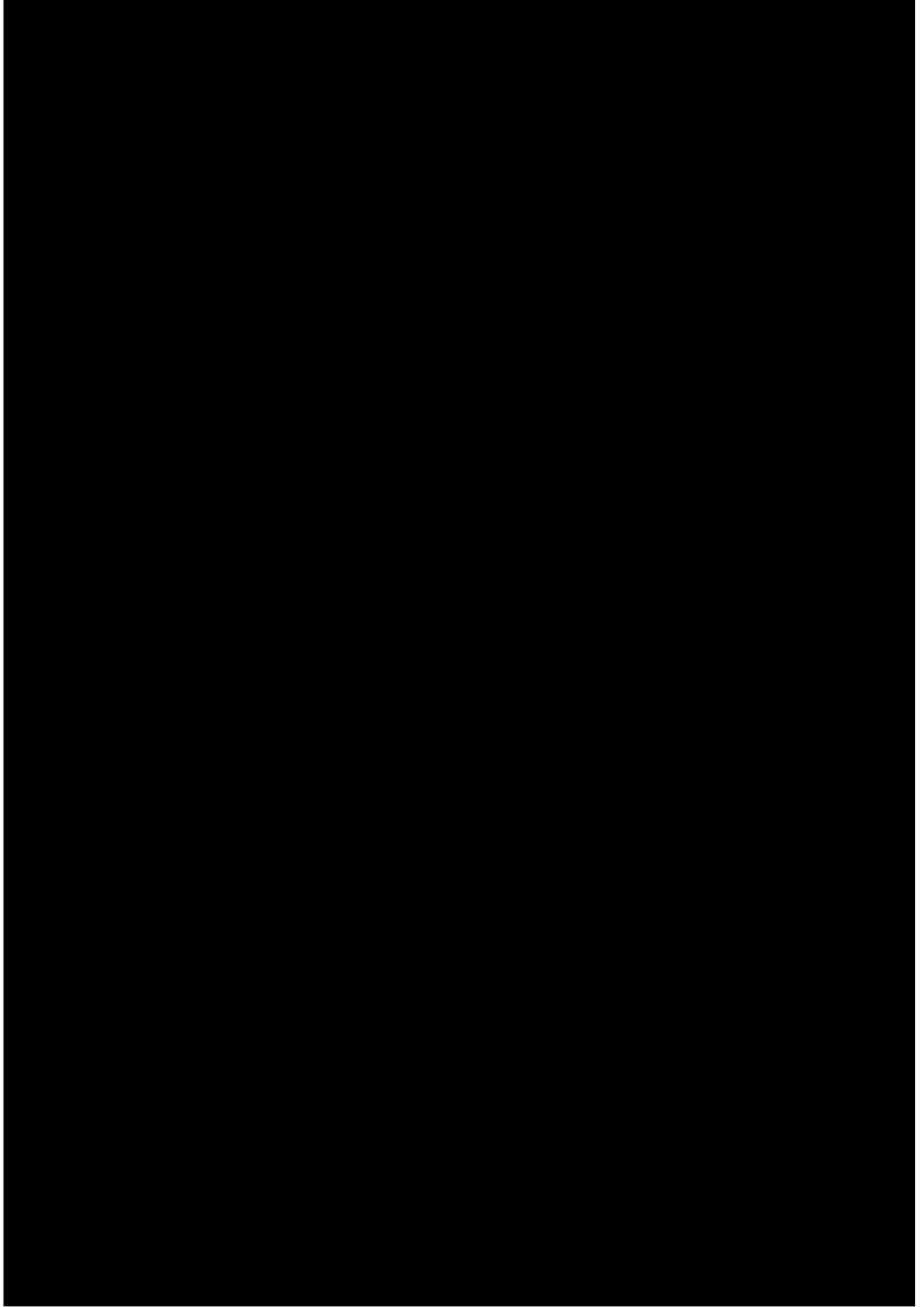


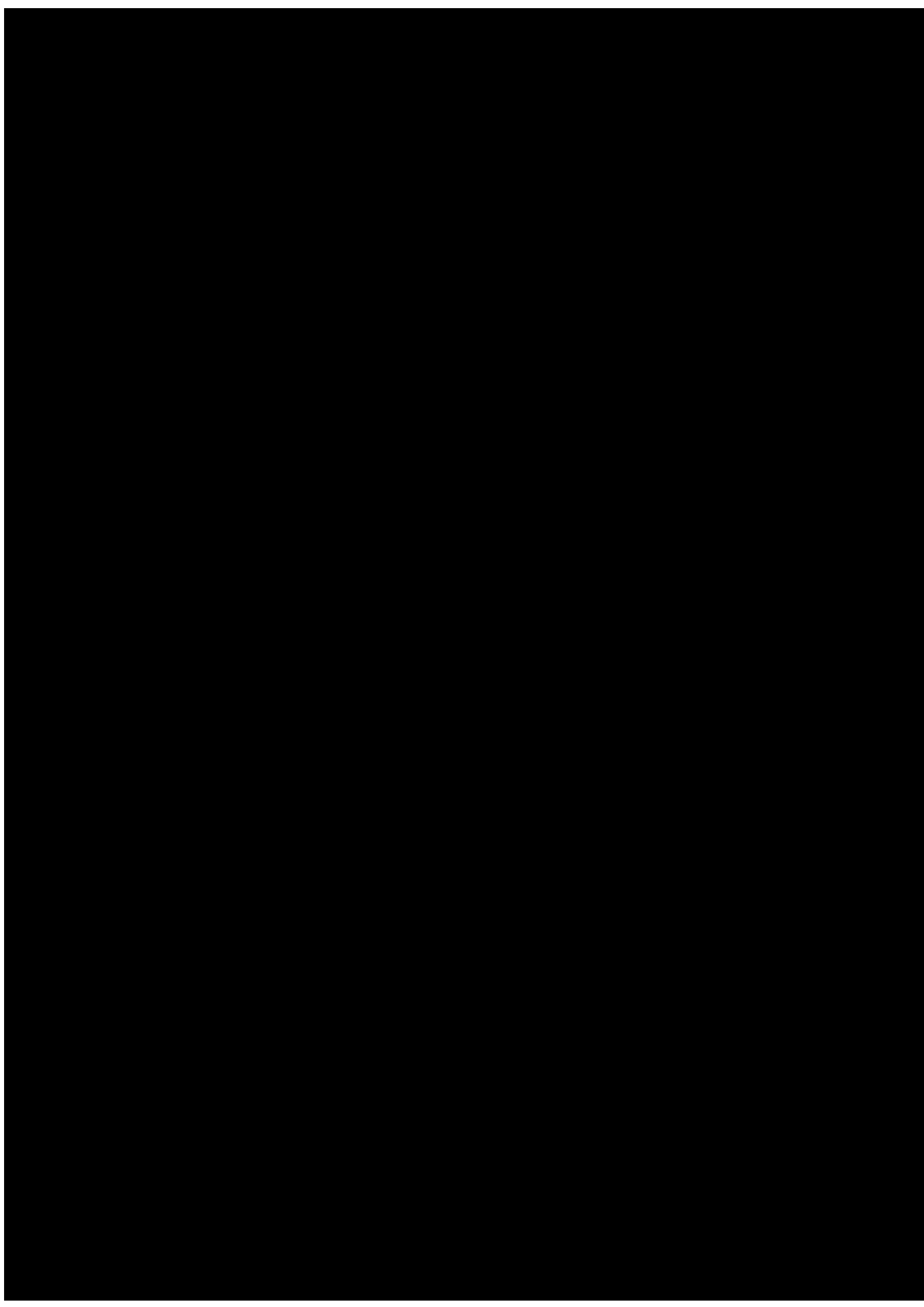


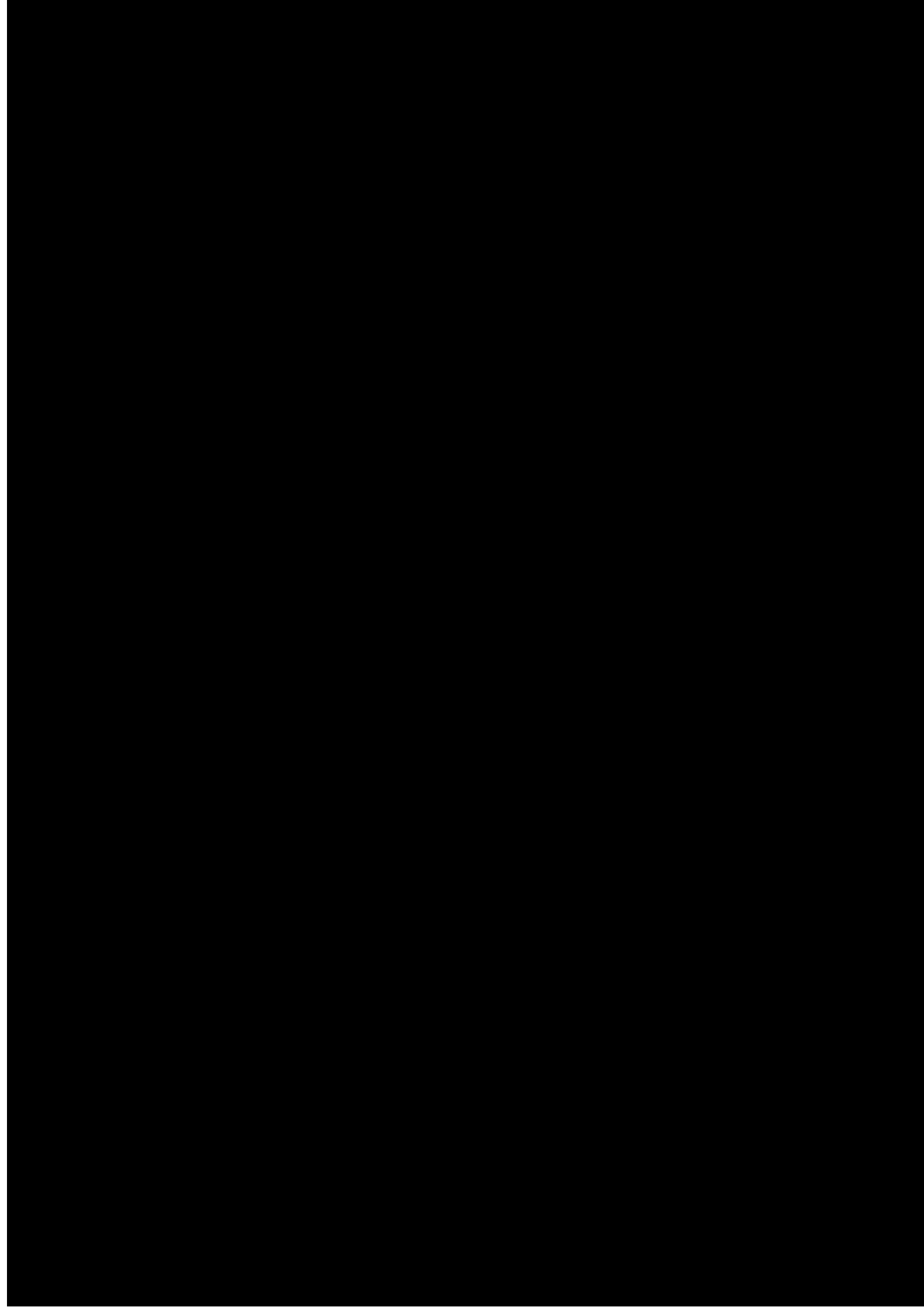


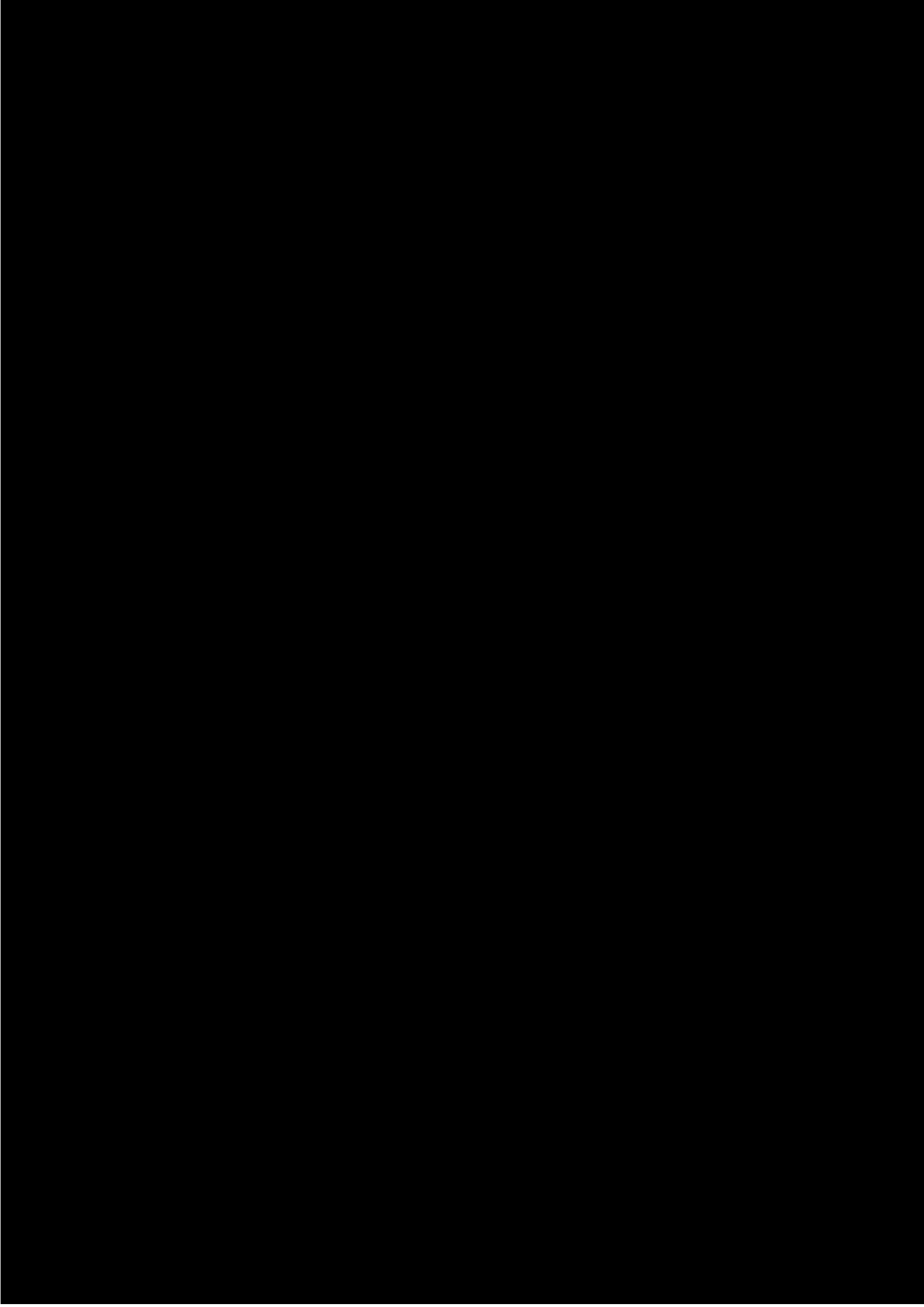




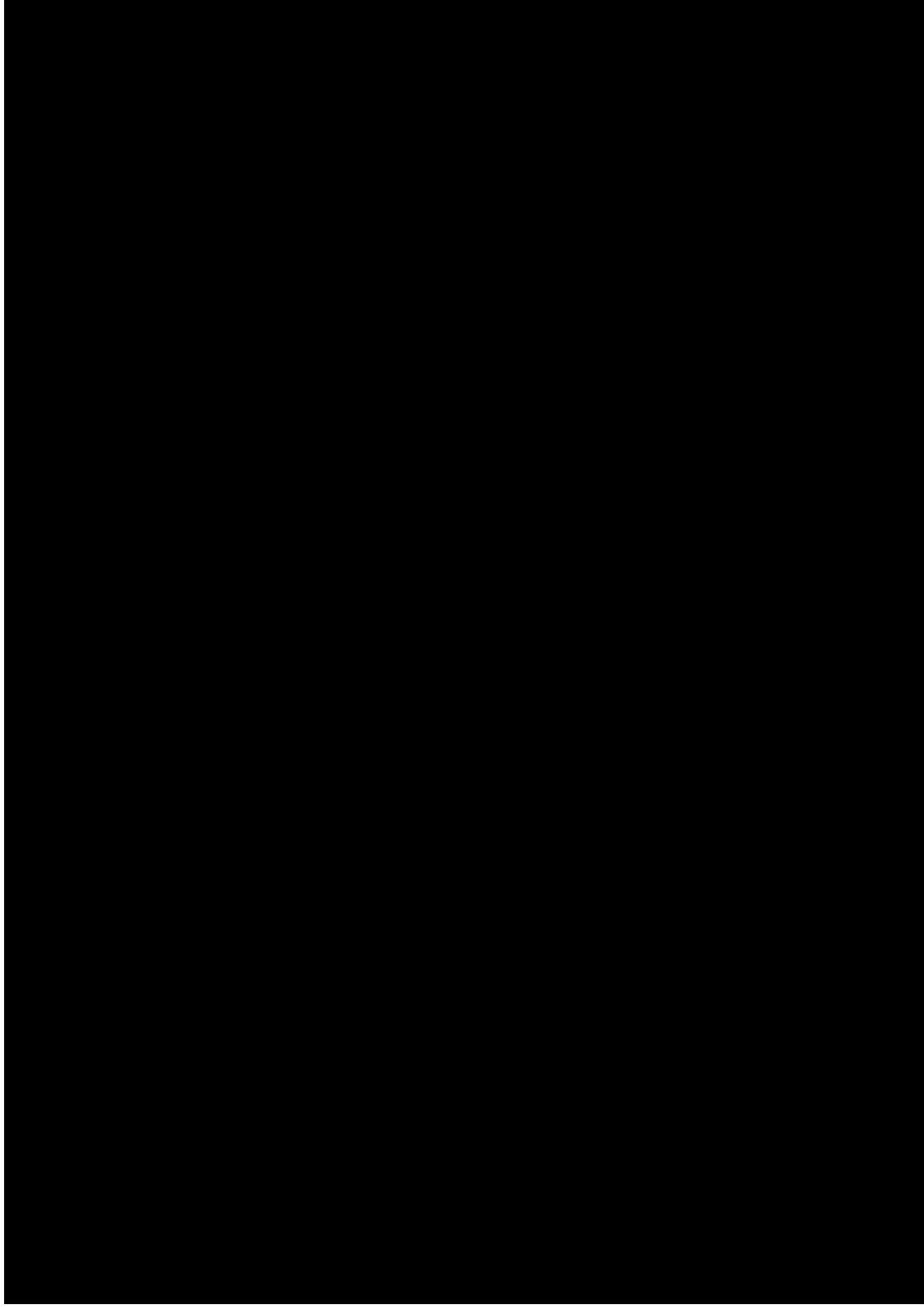


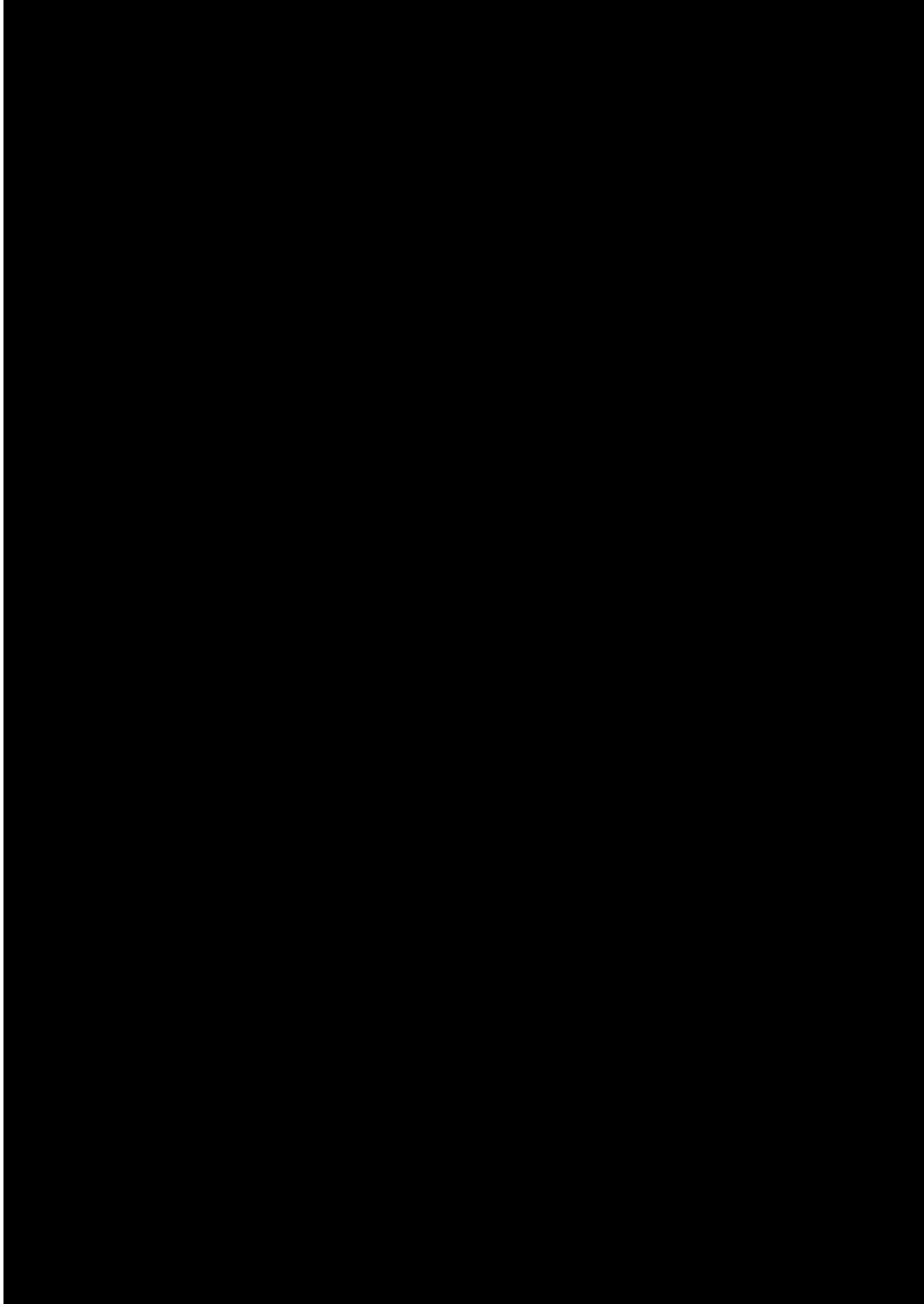


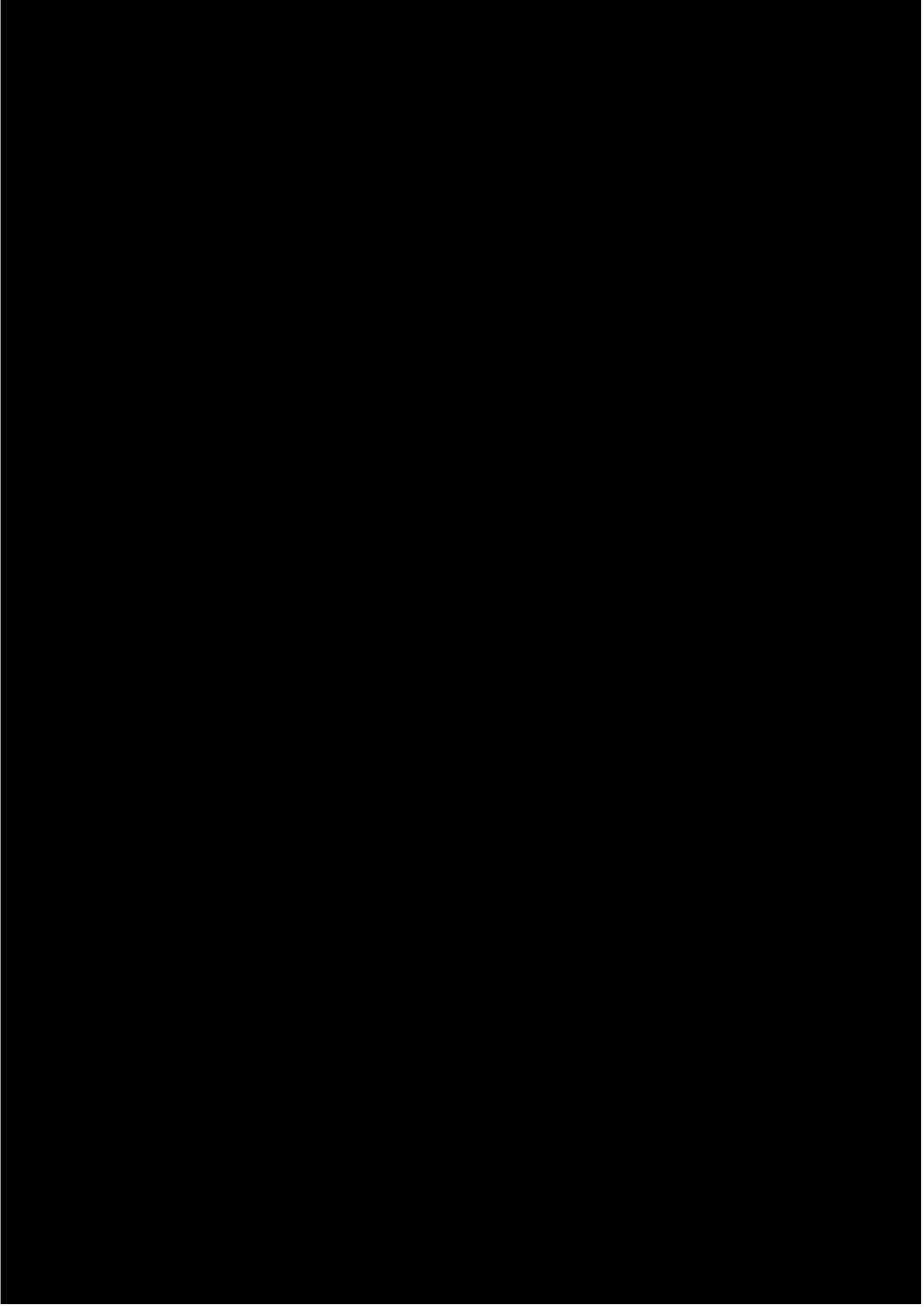


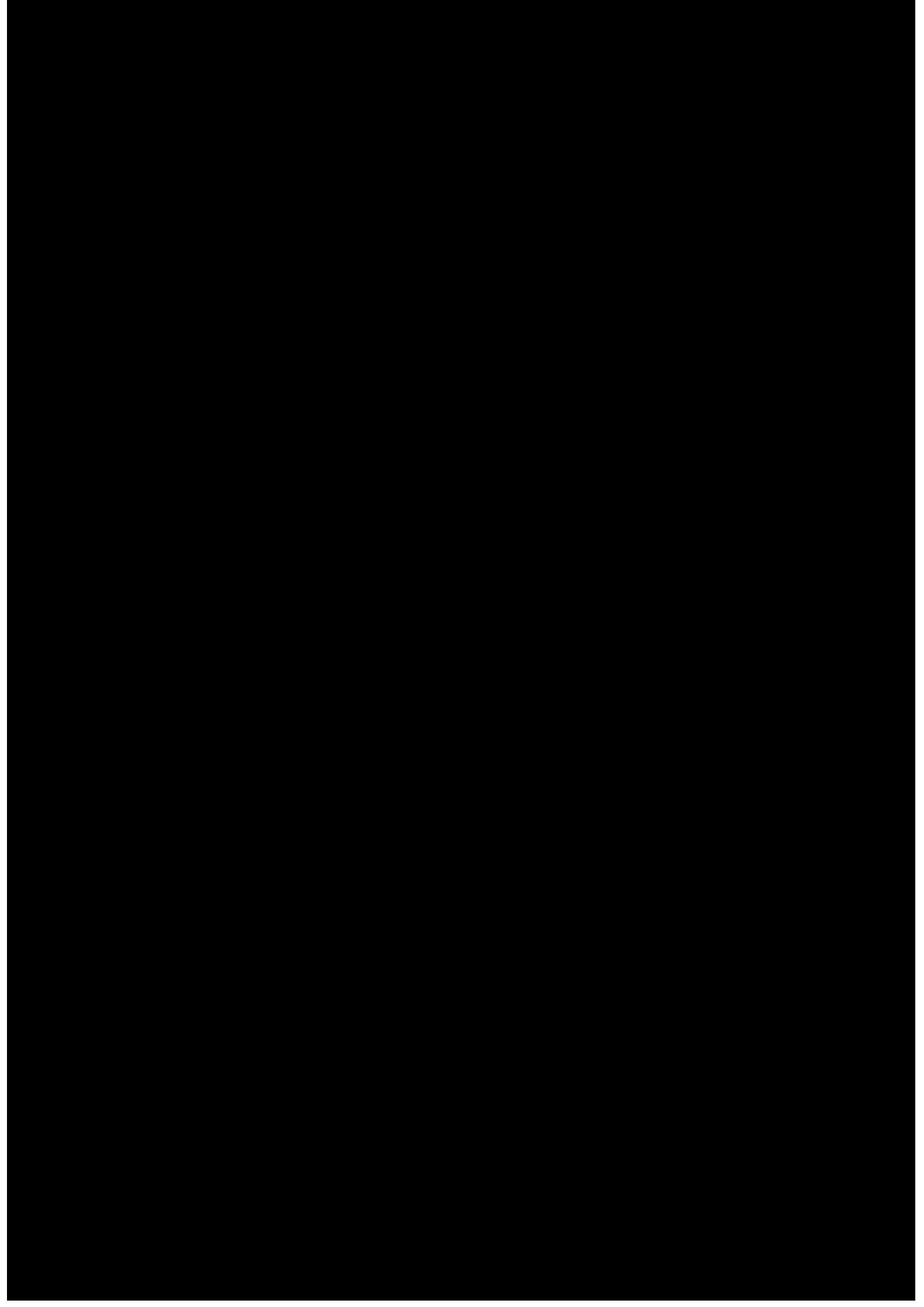


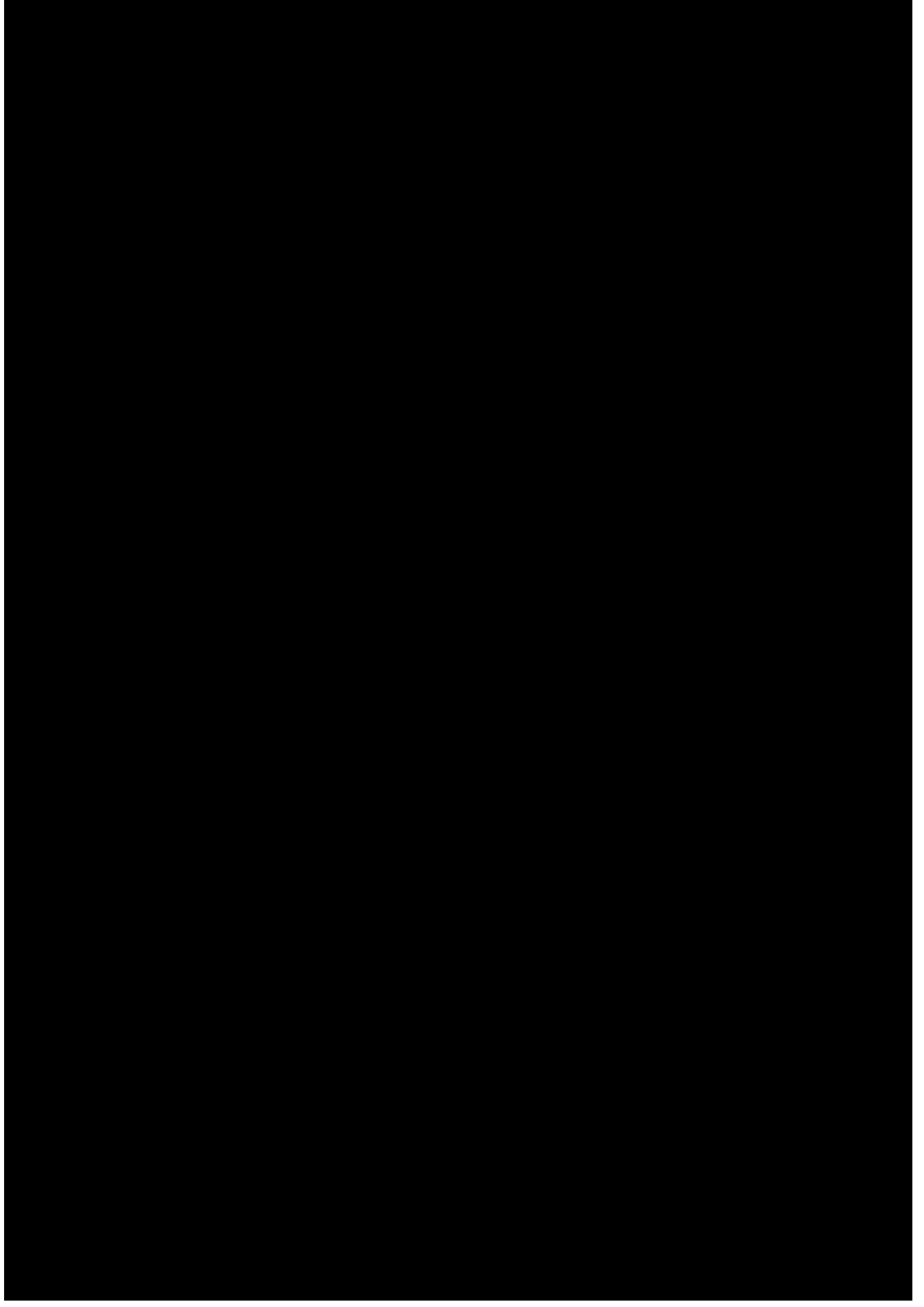


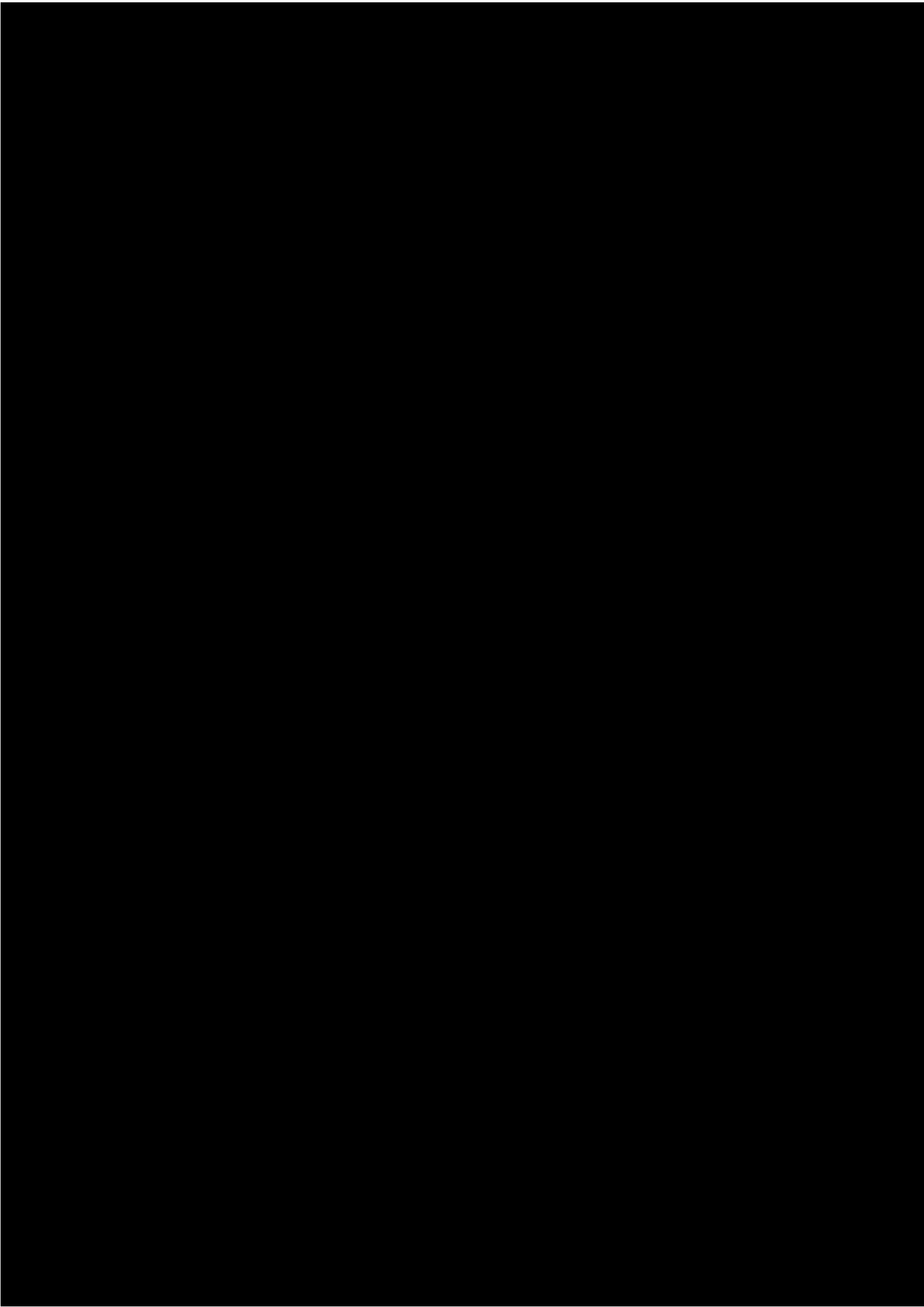


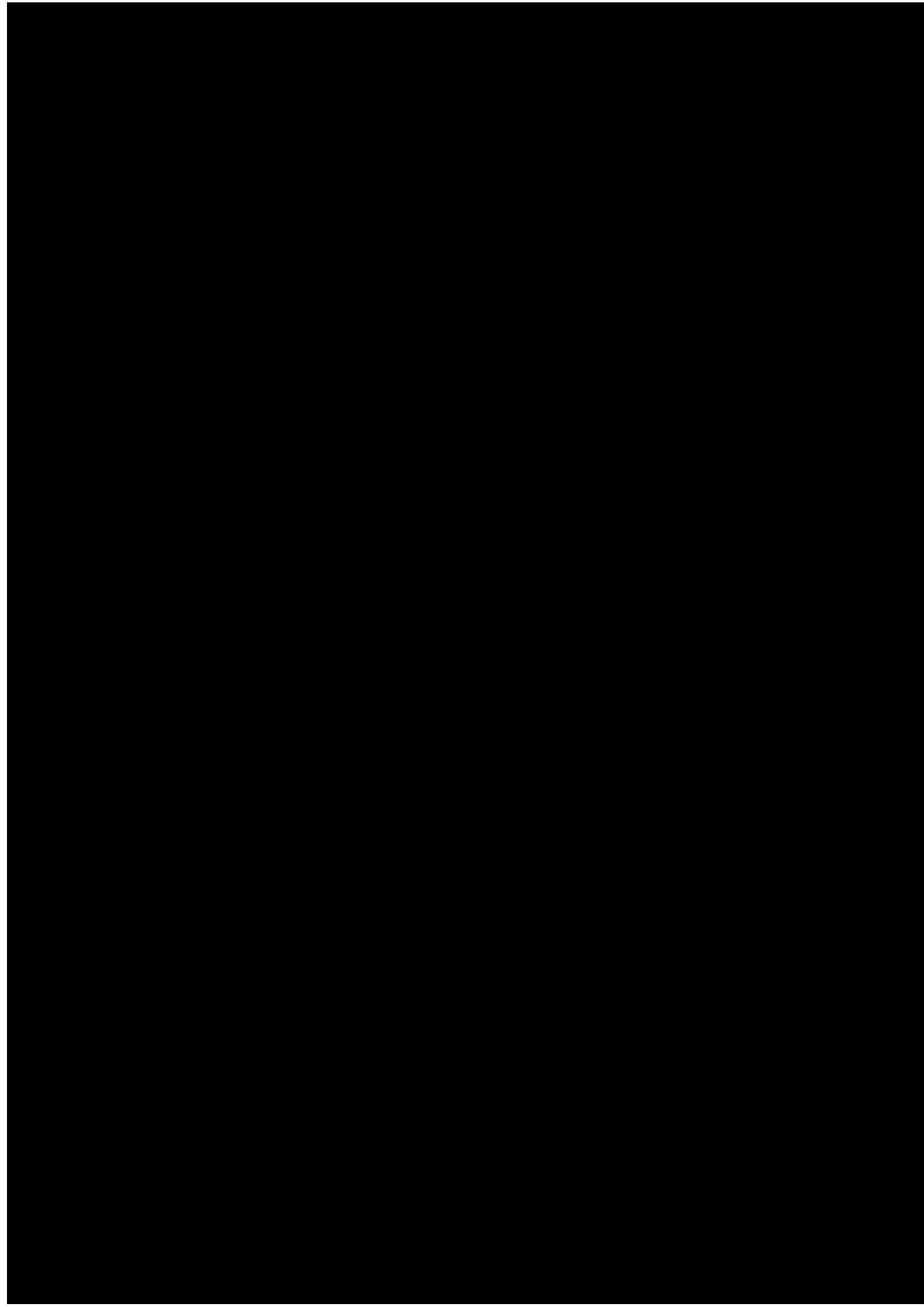


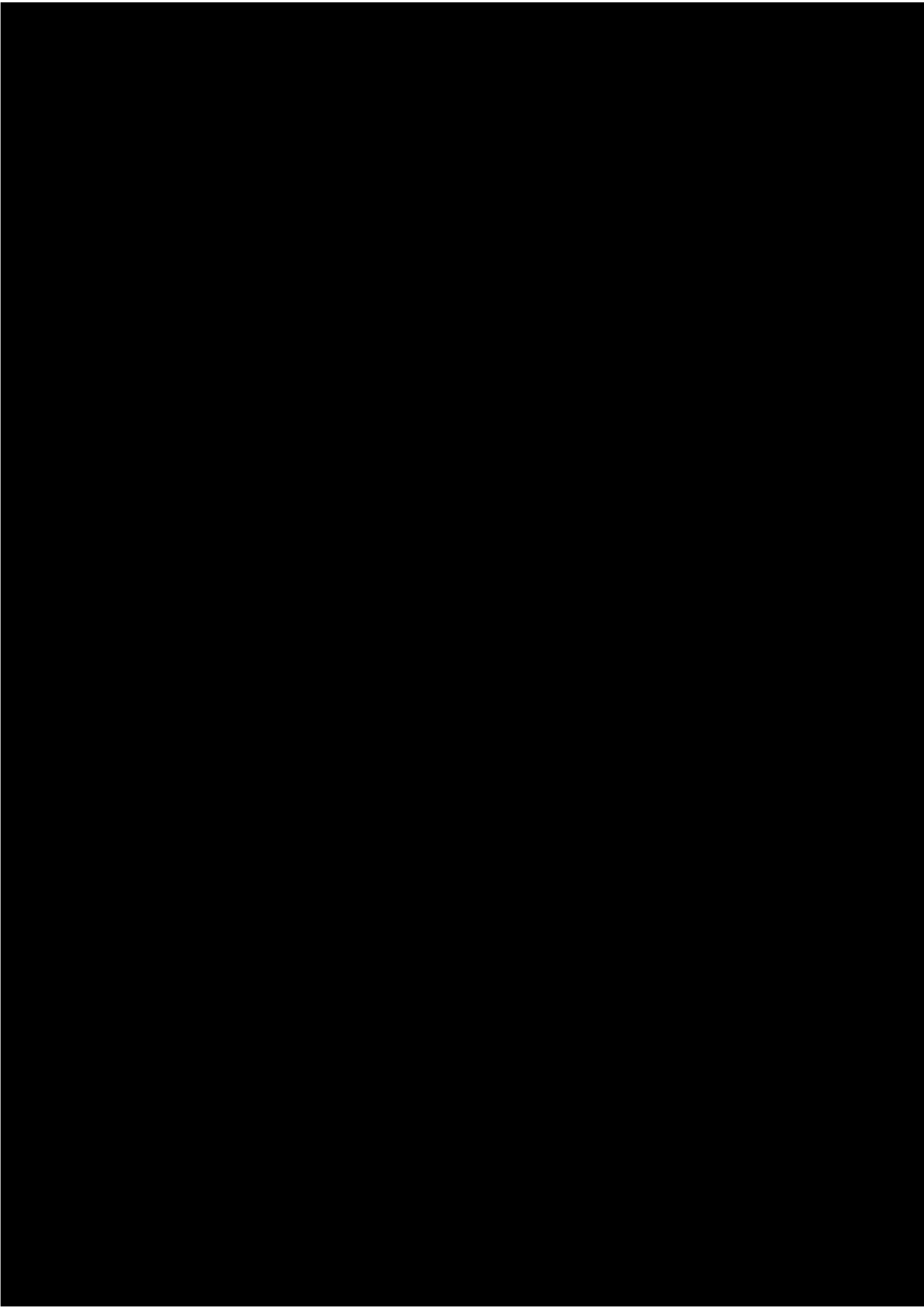




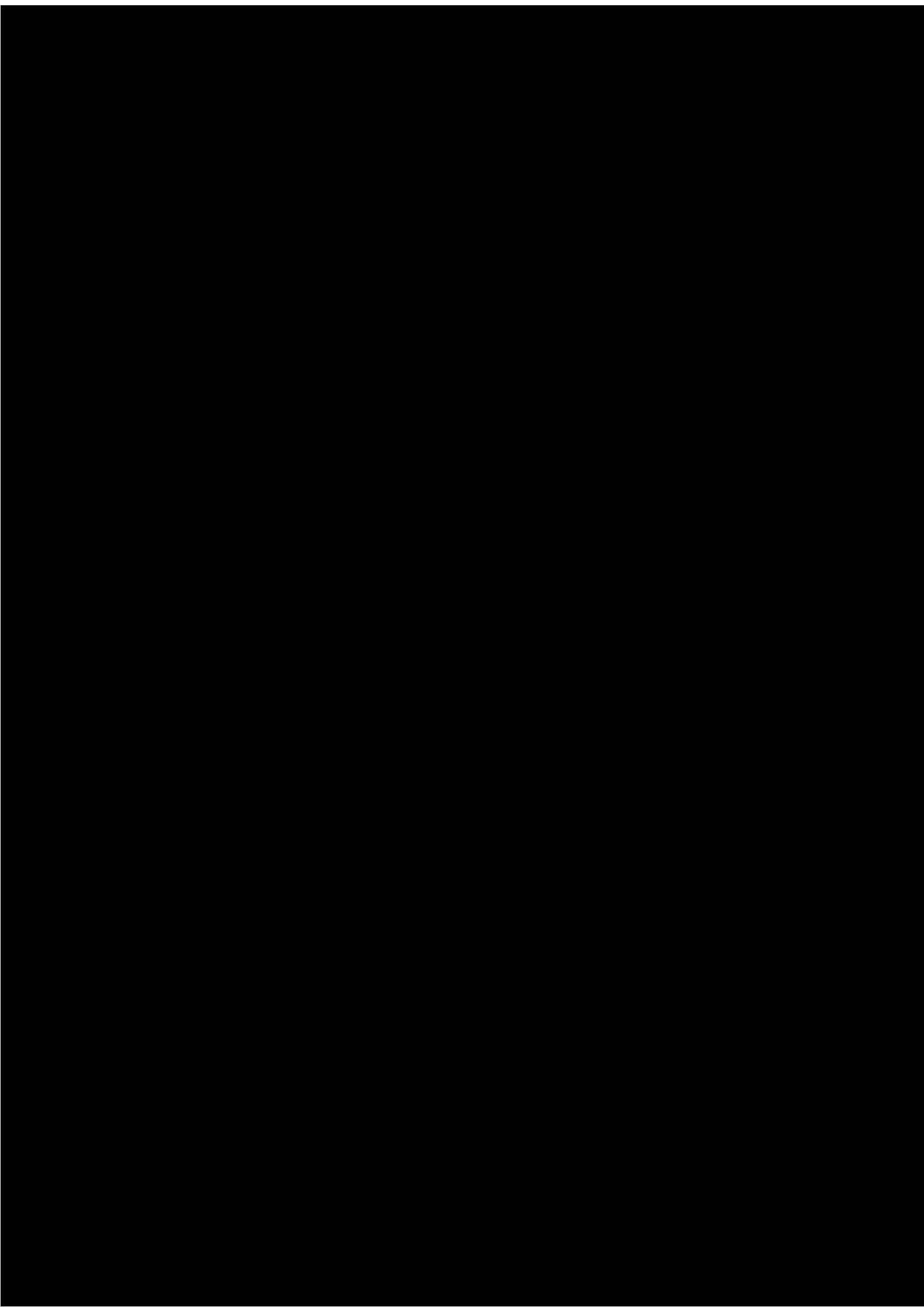


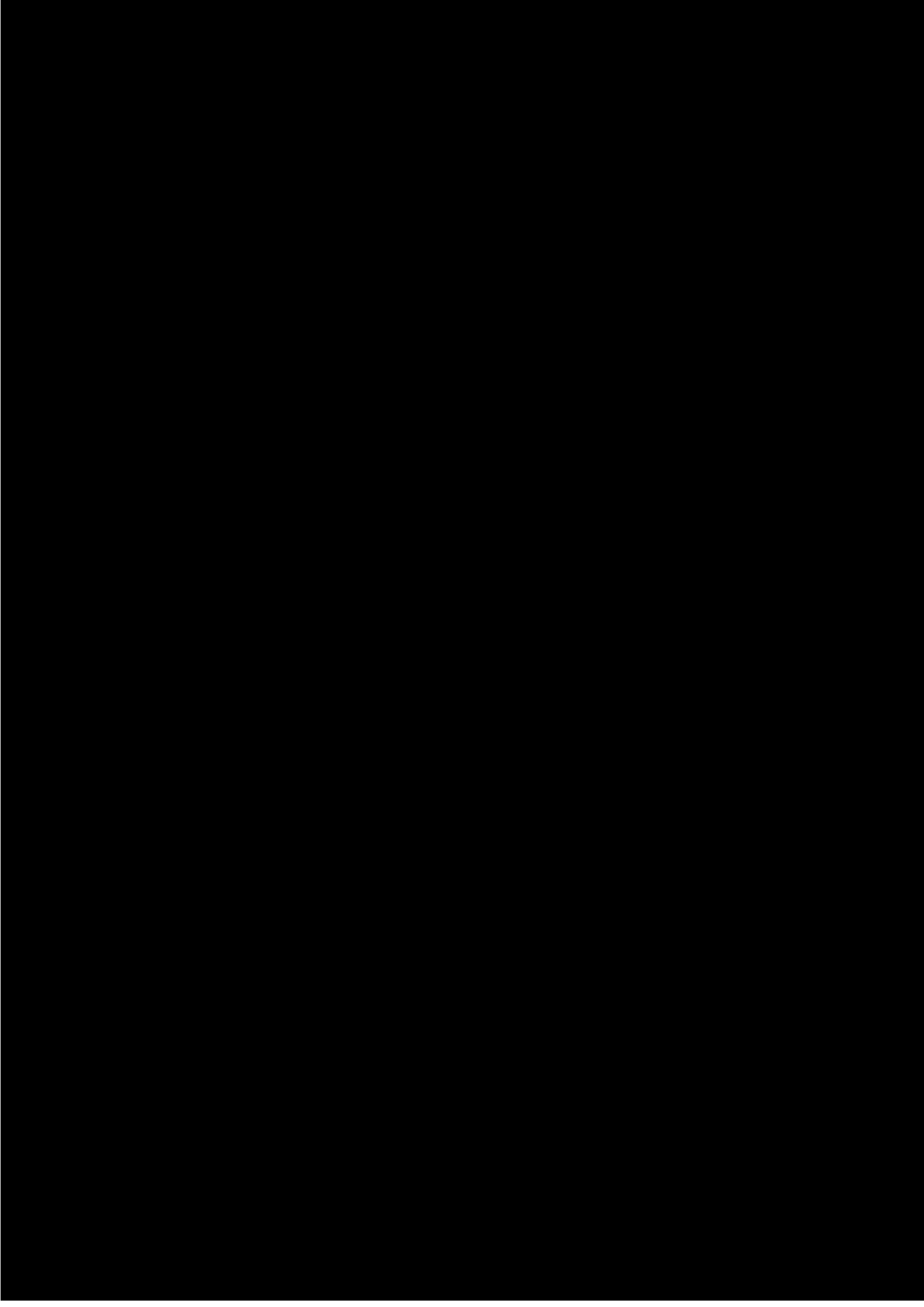


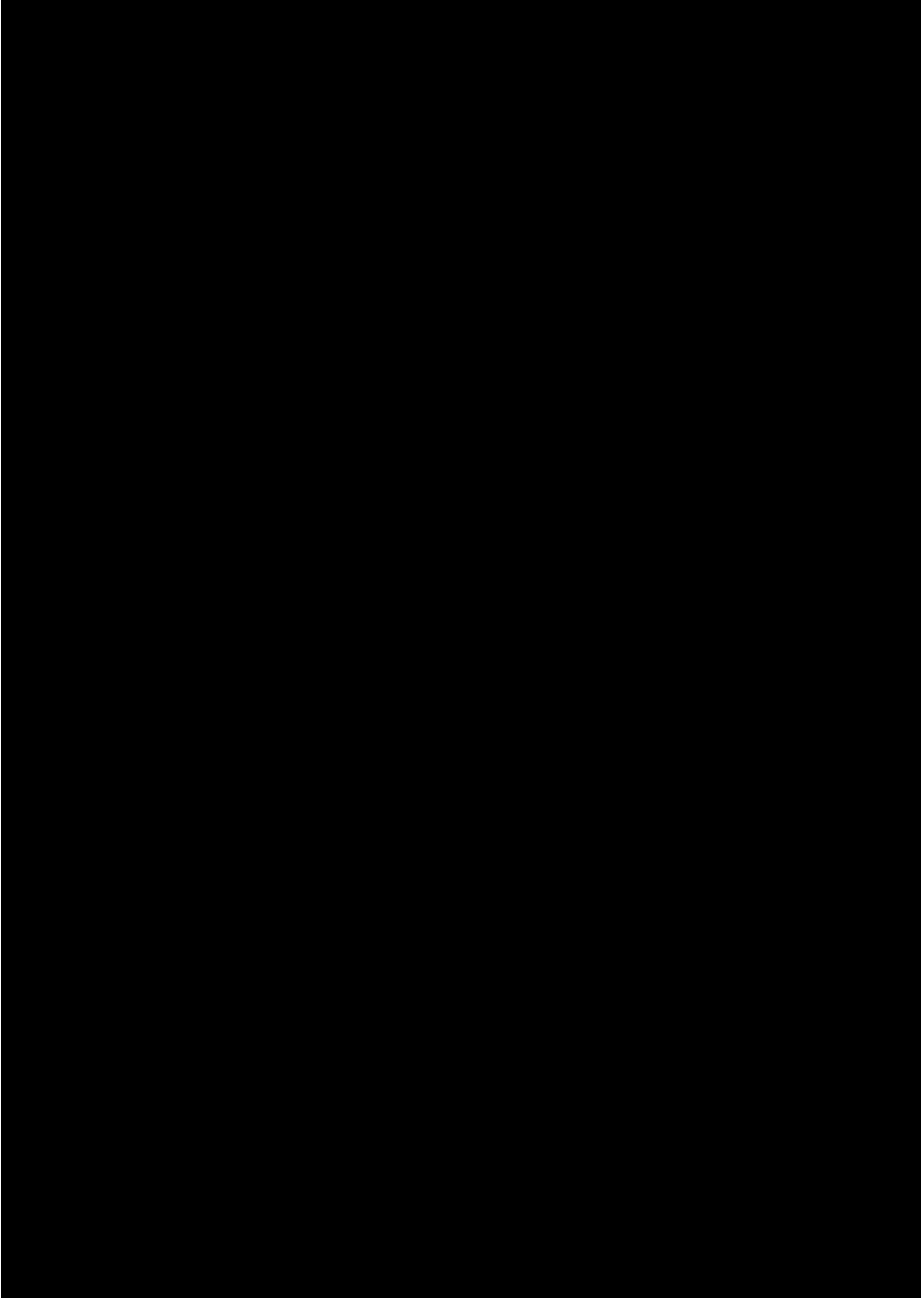


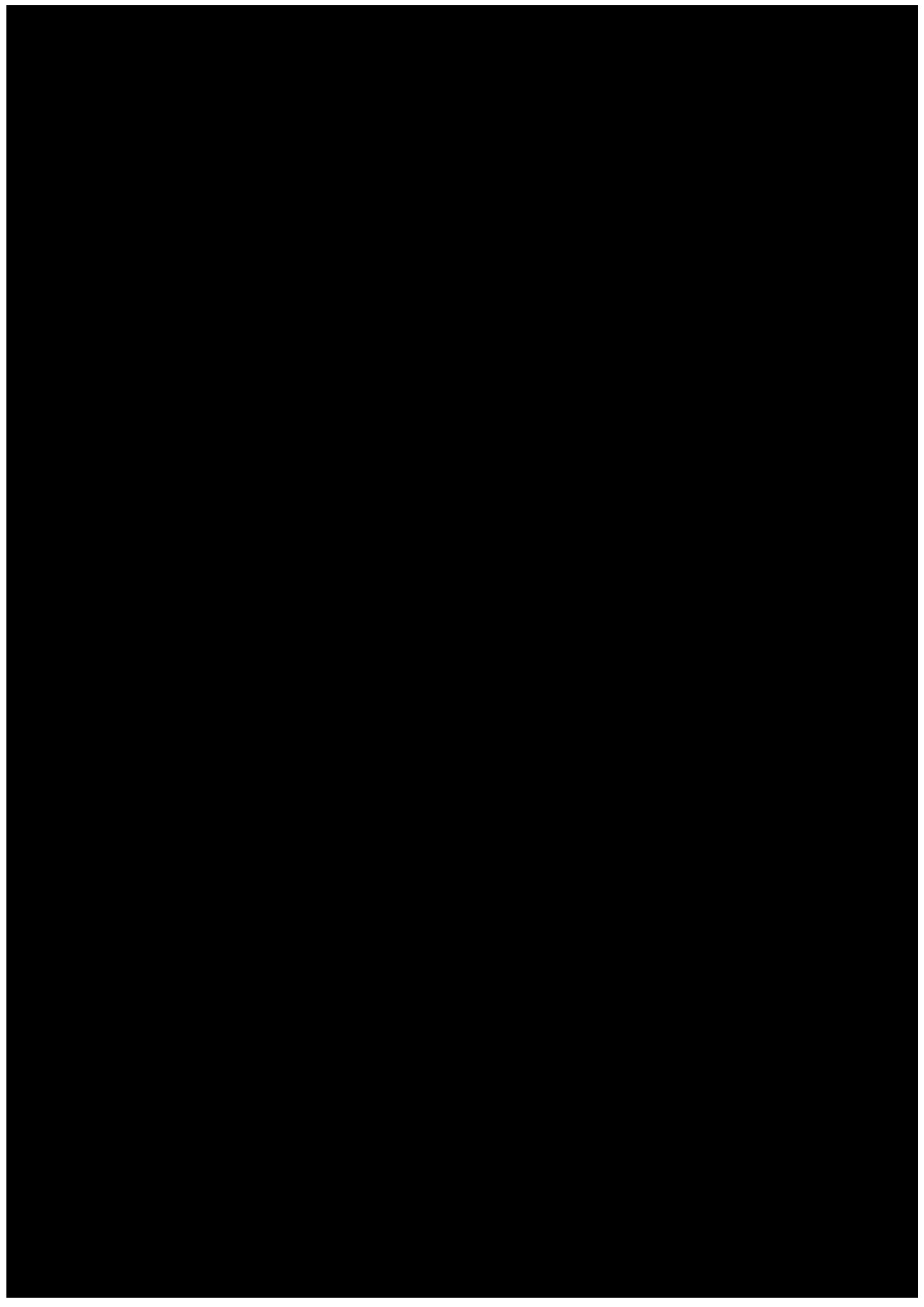


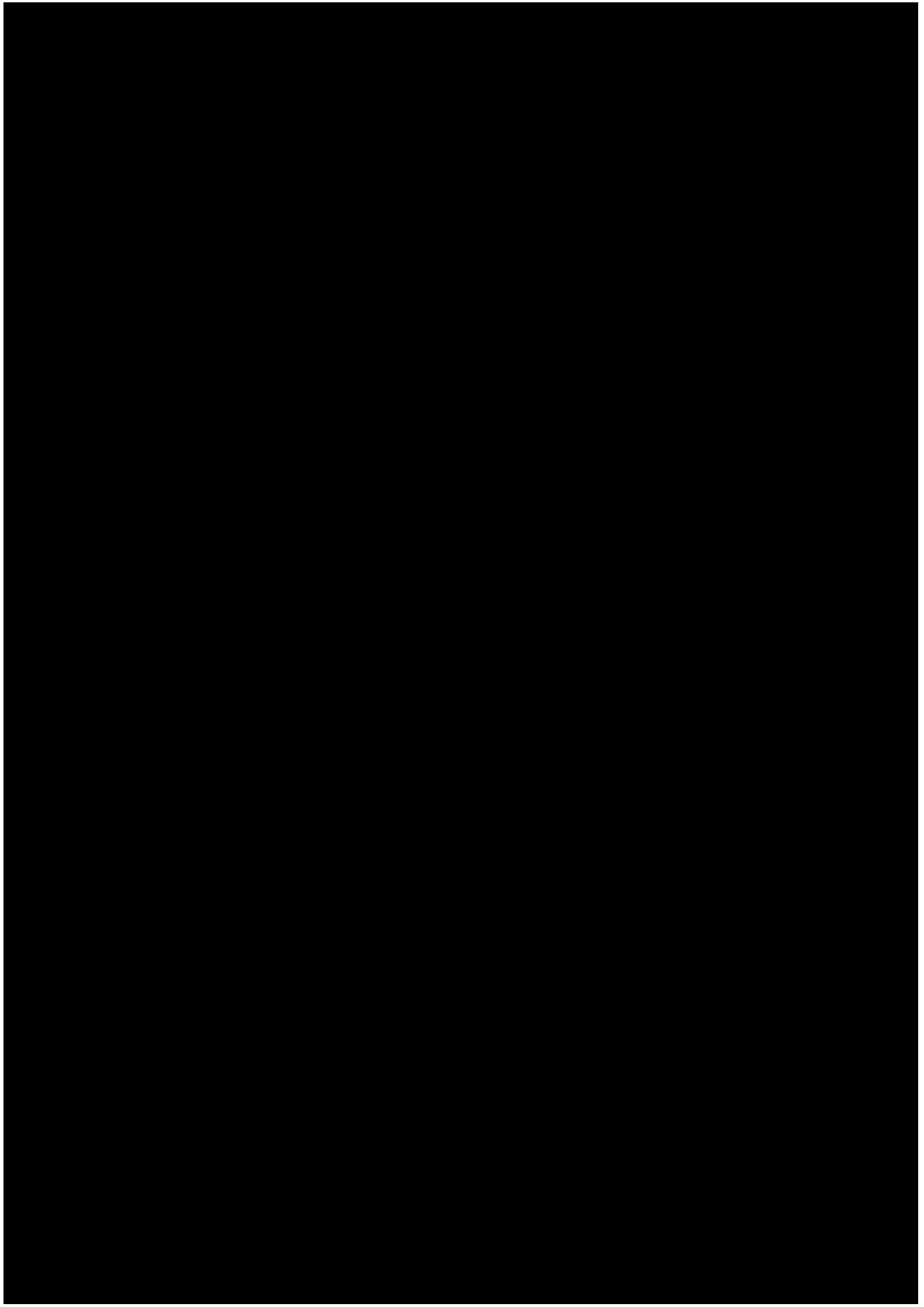


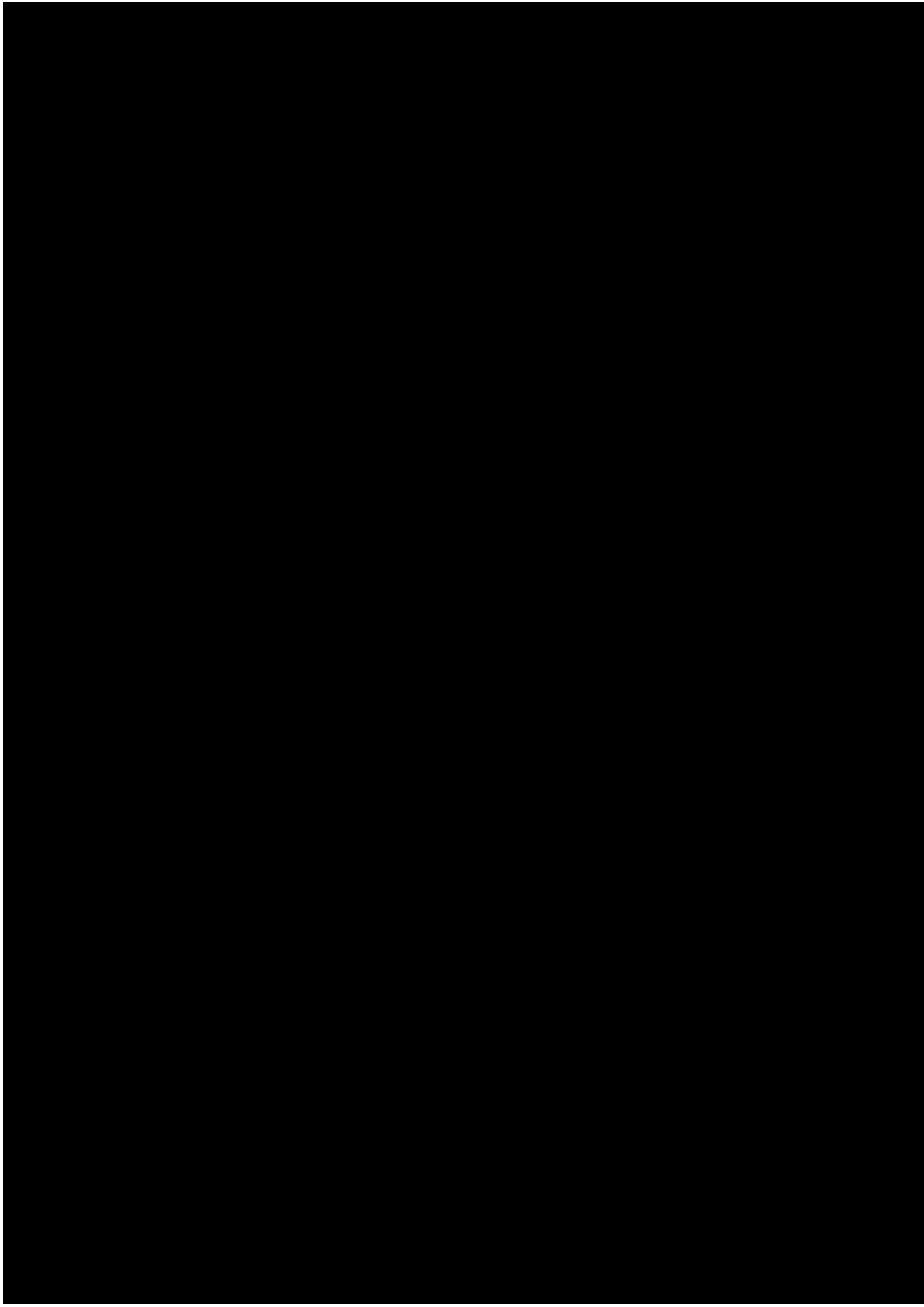


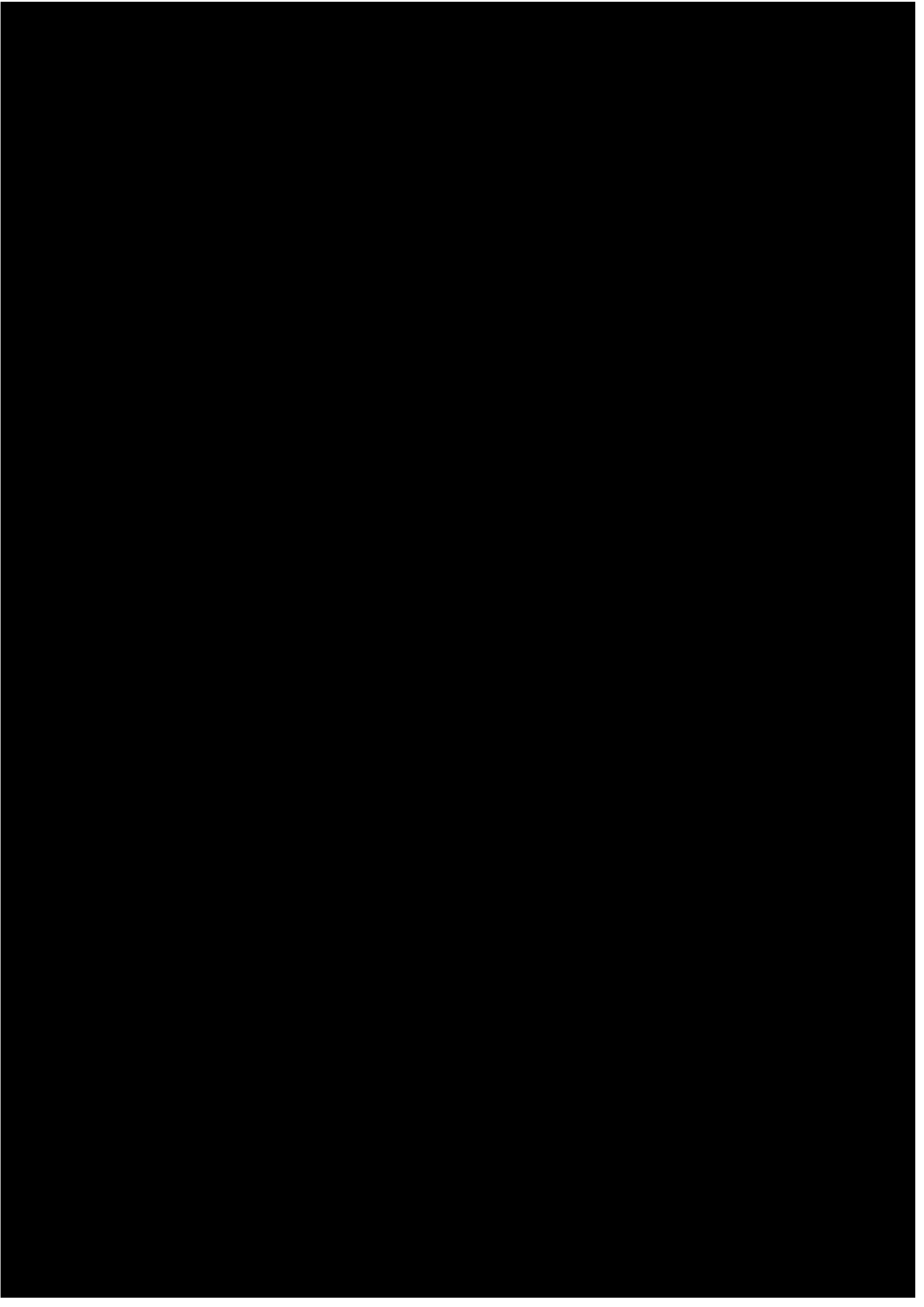












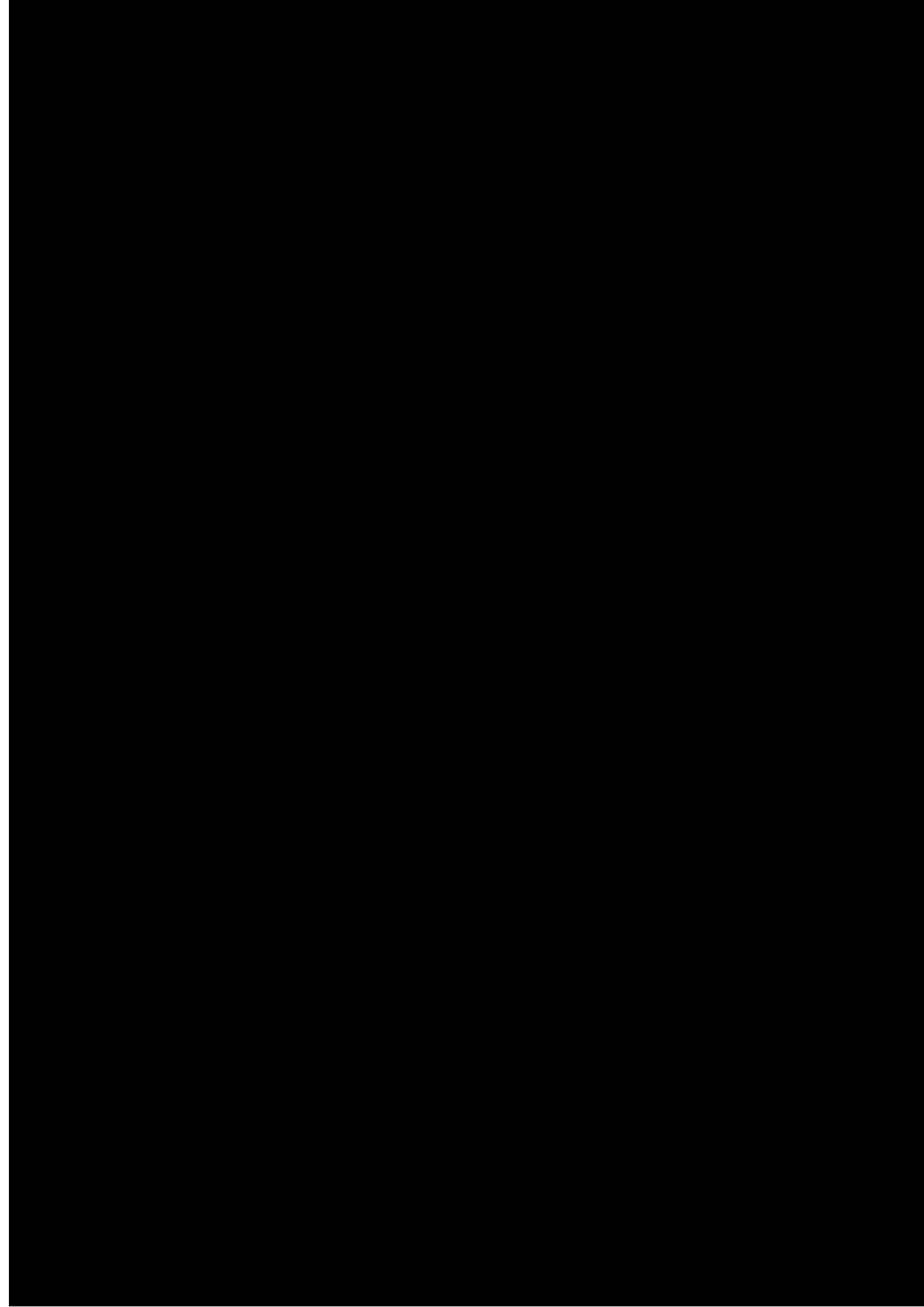
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, accounts payable, and accounts receivable. It also outlines the procedures for recording these transactions, including the use of journals and ledgers.

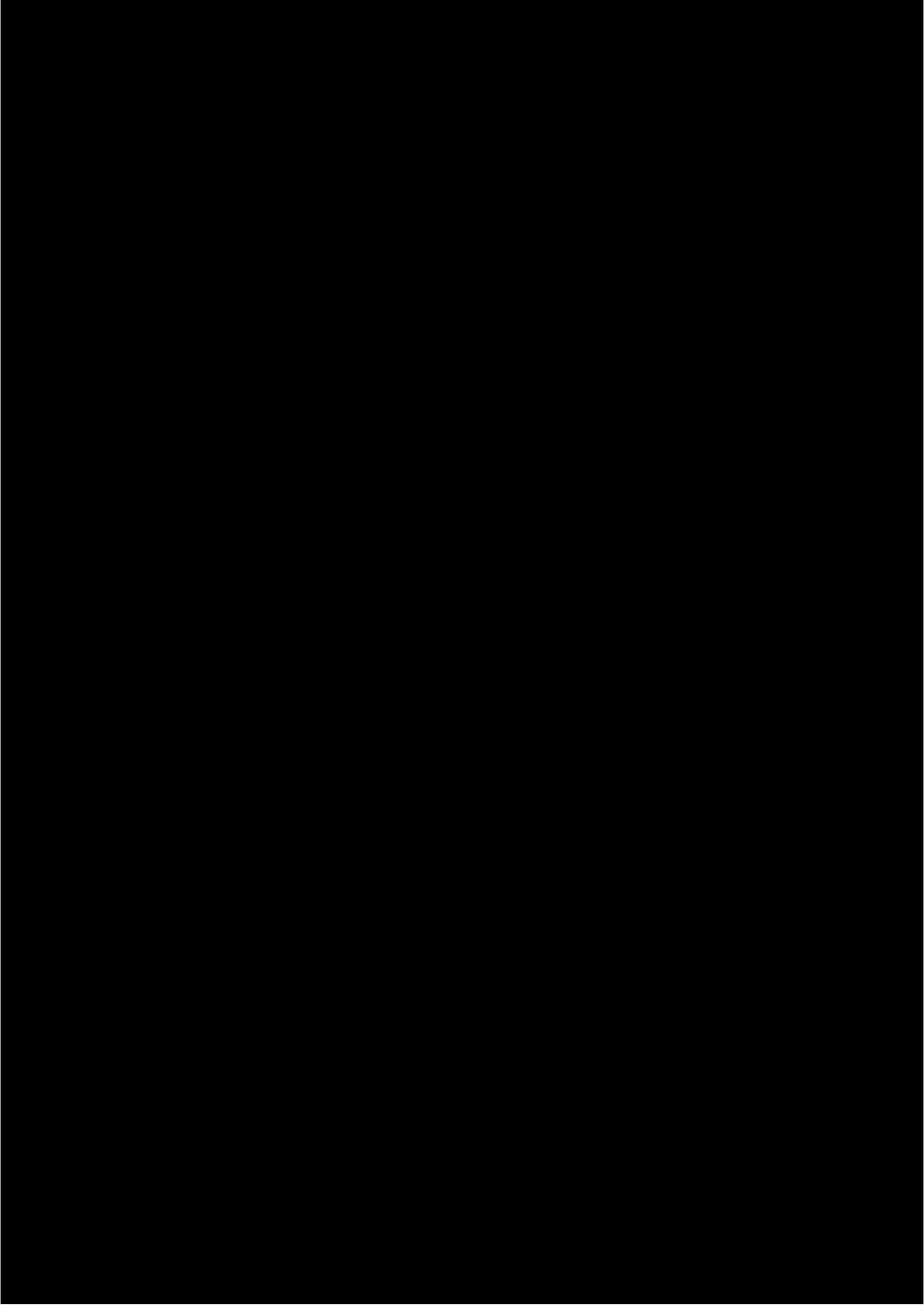
The second part of the document focuses on the reconciliation process. It explains how to compare the company's records with bank statements and other external sources to identify any discrepancies. This process is crucial for detecting errors and preventing fraud. The document provides a step-by-step guide to performing a reconciliation, including how to identify and investigate any differences between the company's records and the bank's records.

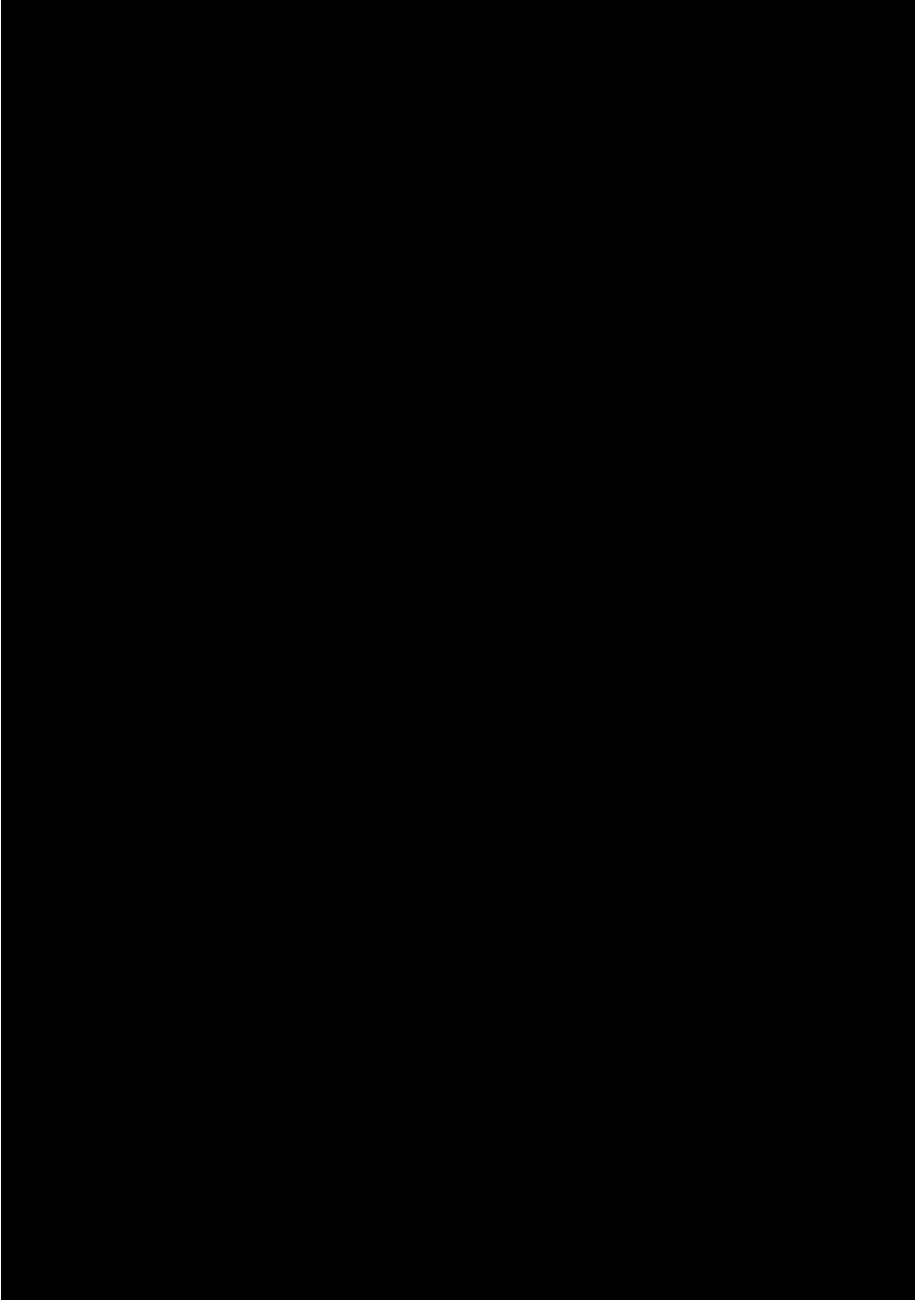
The third part of the document discusses the importance of regular audits. It explains that audits are necessary to ensure that the financial records are accurate and that the company is complying with all applicable laws and regulations. The document provides a list of items that should be audited, such as cash, inventory, and accounts payable. It also outlines the procedures for conducting an audit, including how to select auditors and how to review their findings.

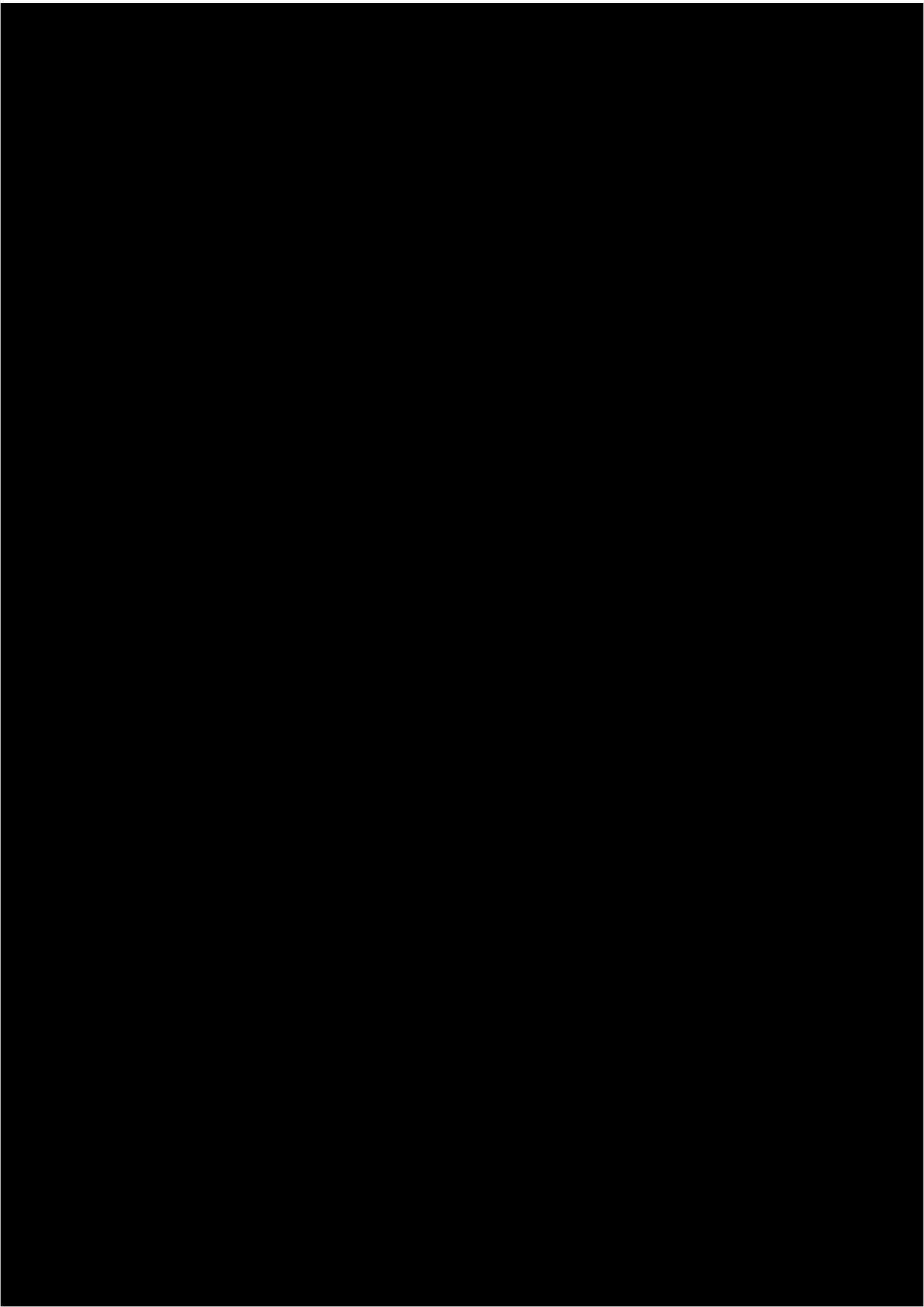
The fourth part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, accounts payable, and accounts receivable. It also outlines the procedures for recording these transactions, including the use of journals and ledgers.







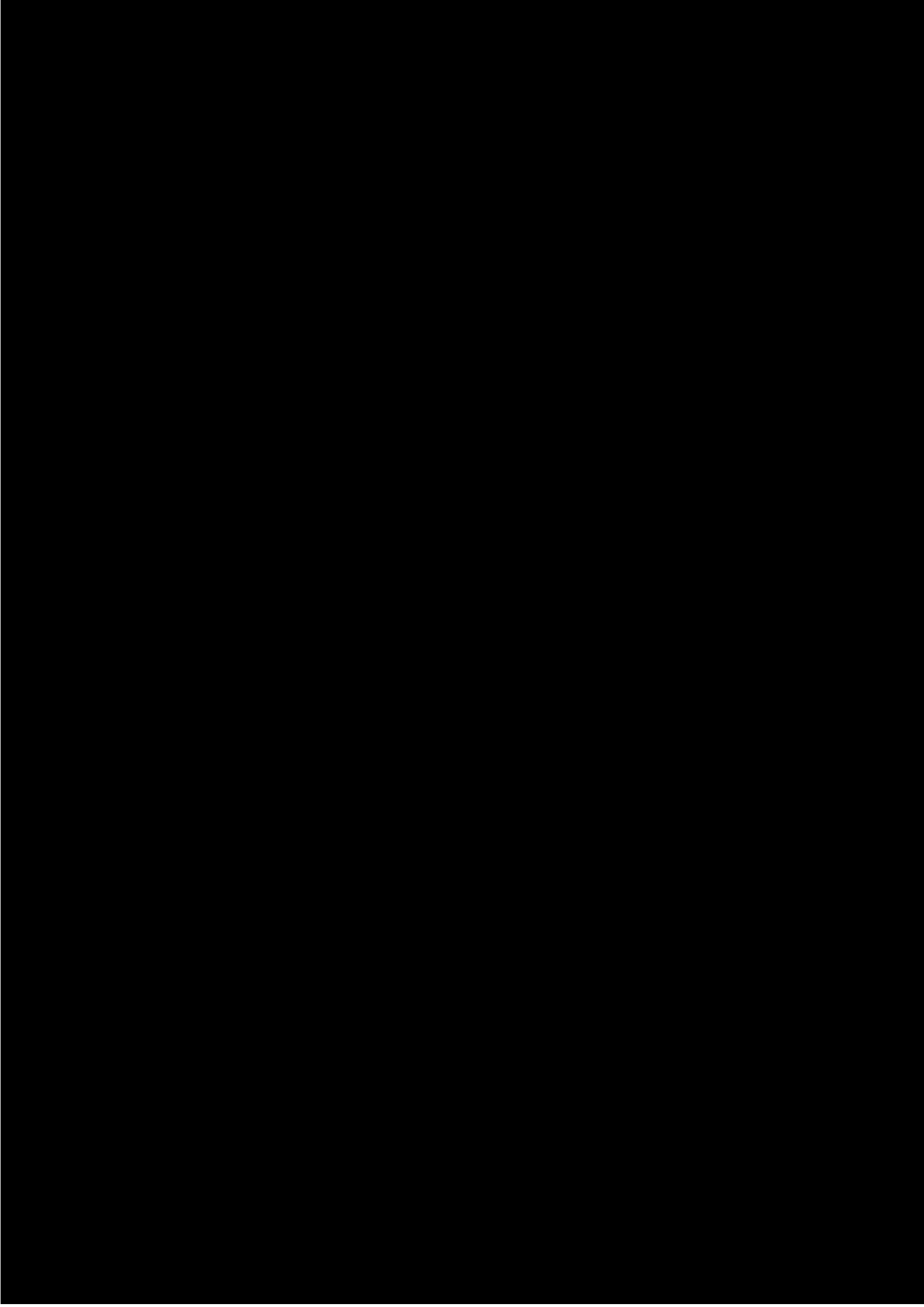




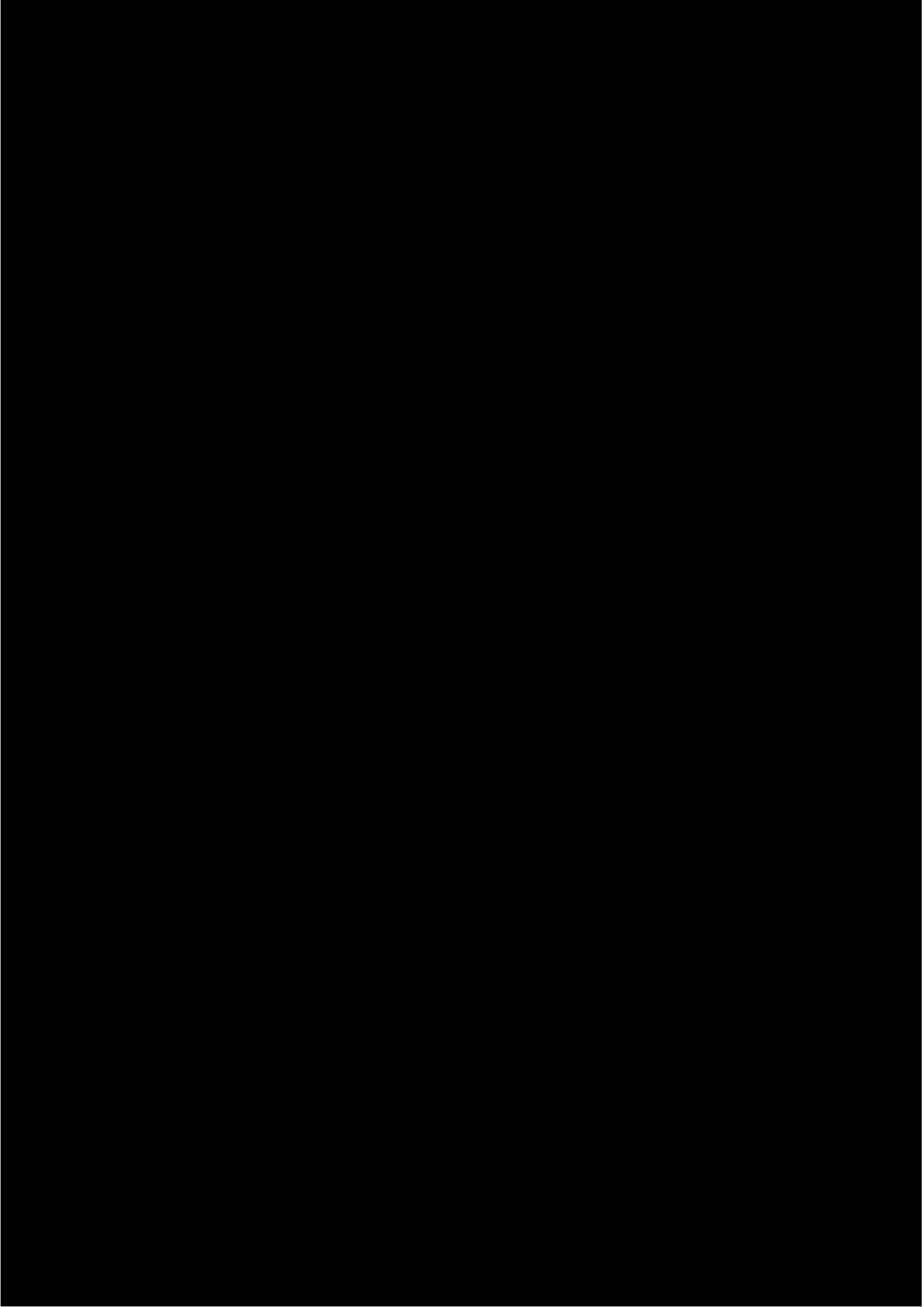




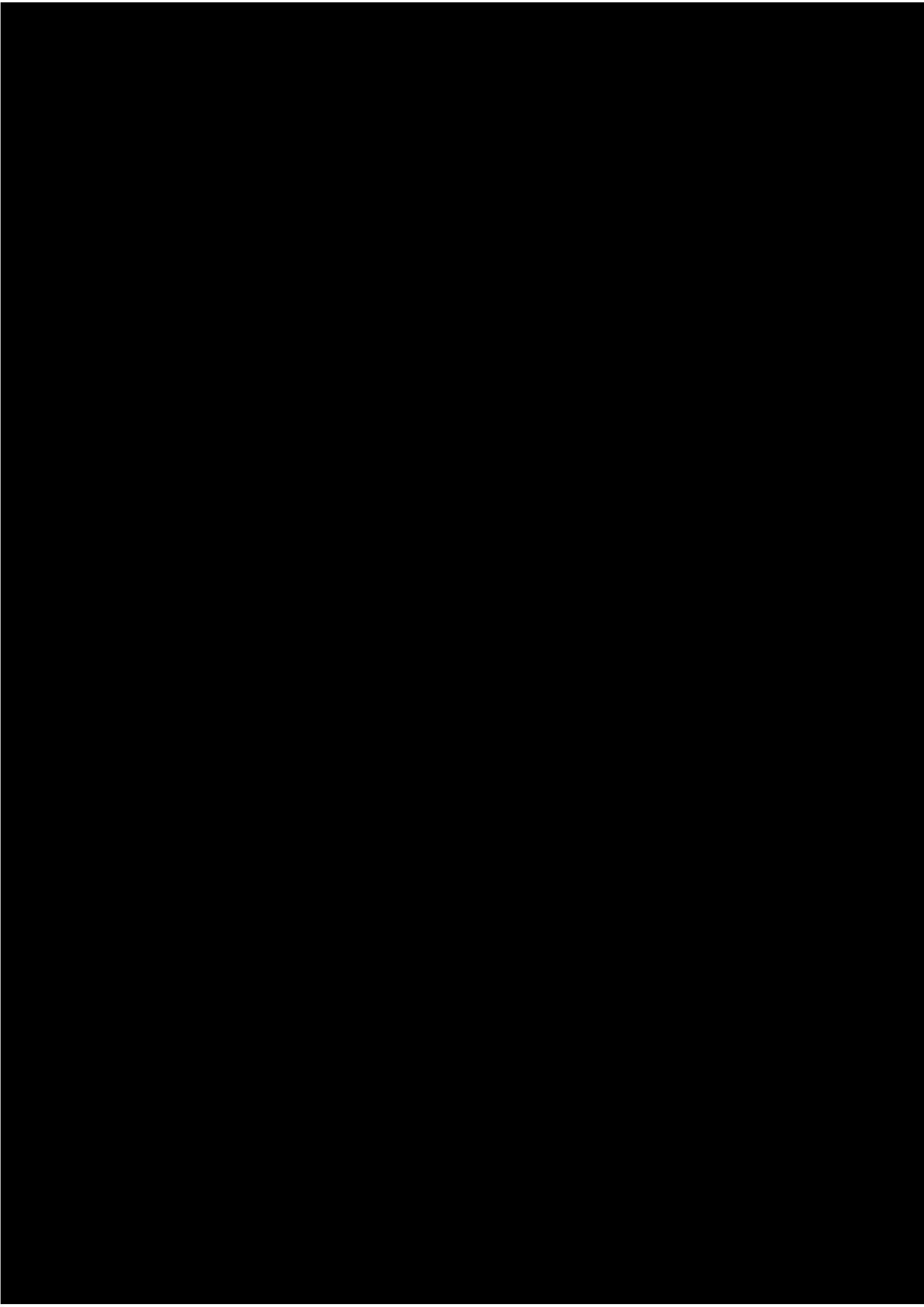


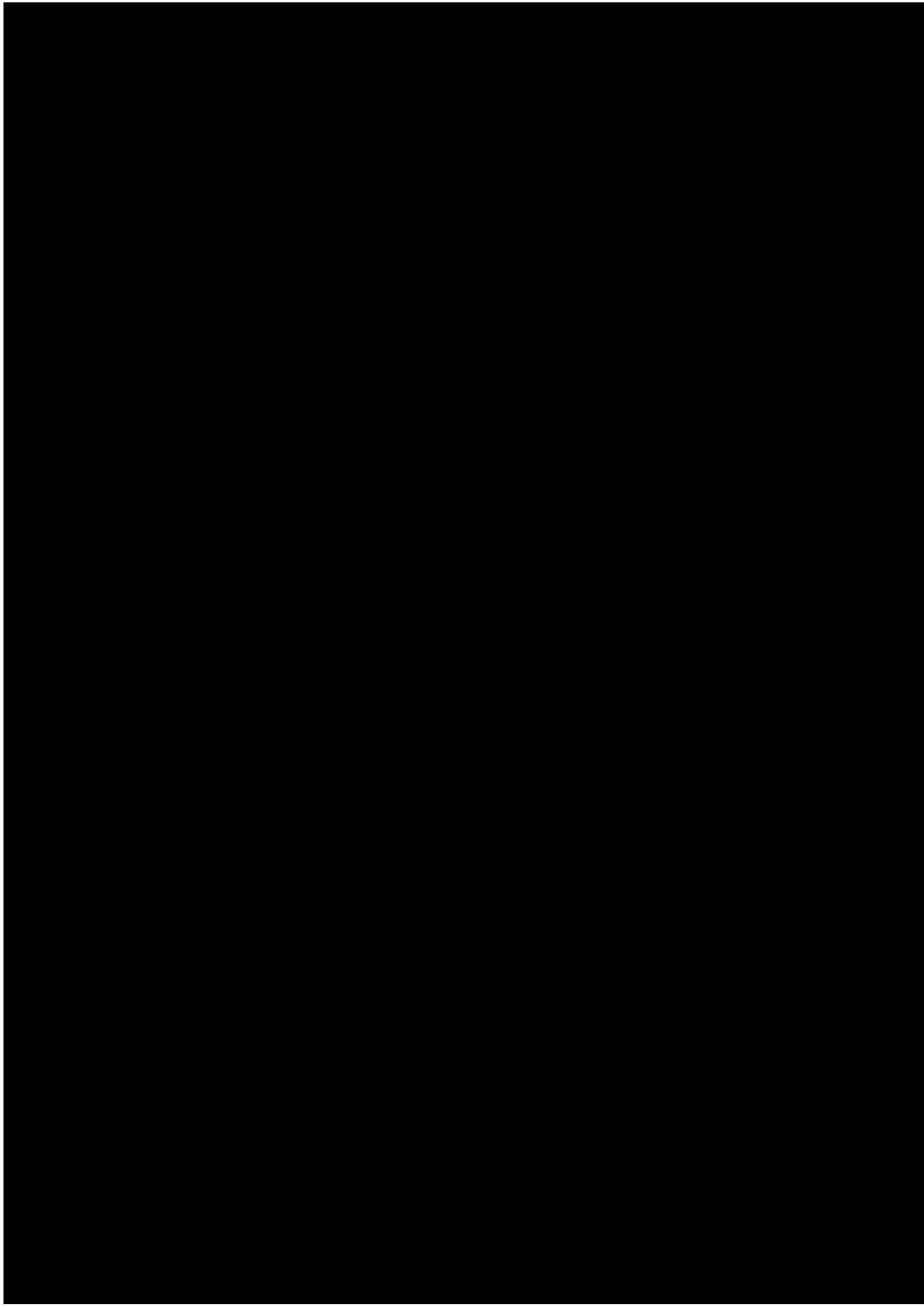


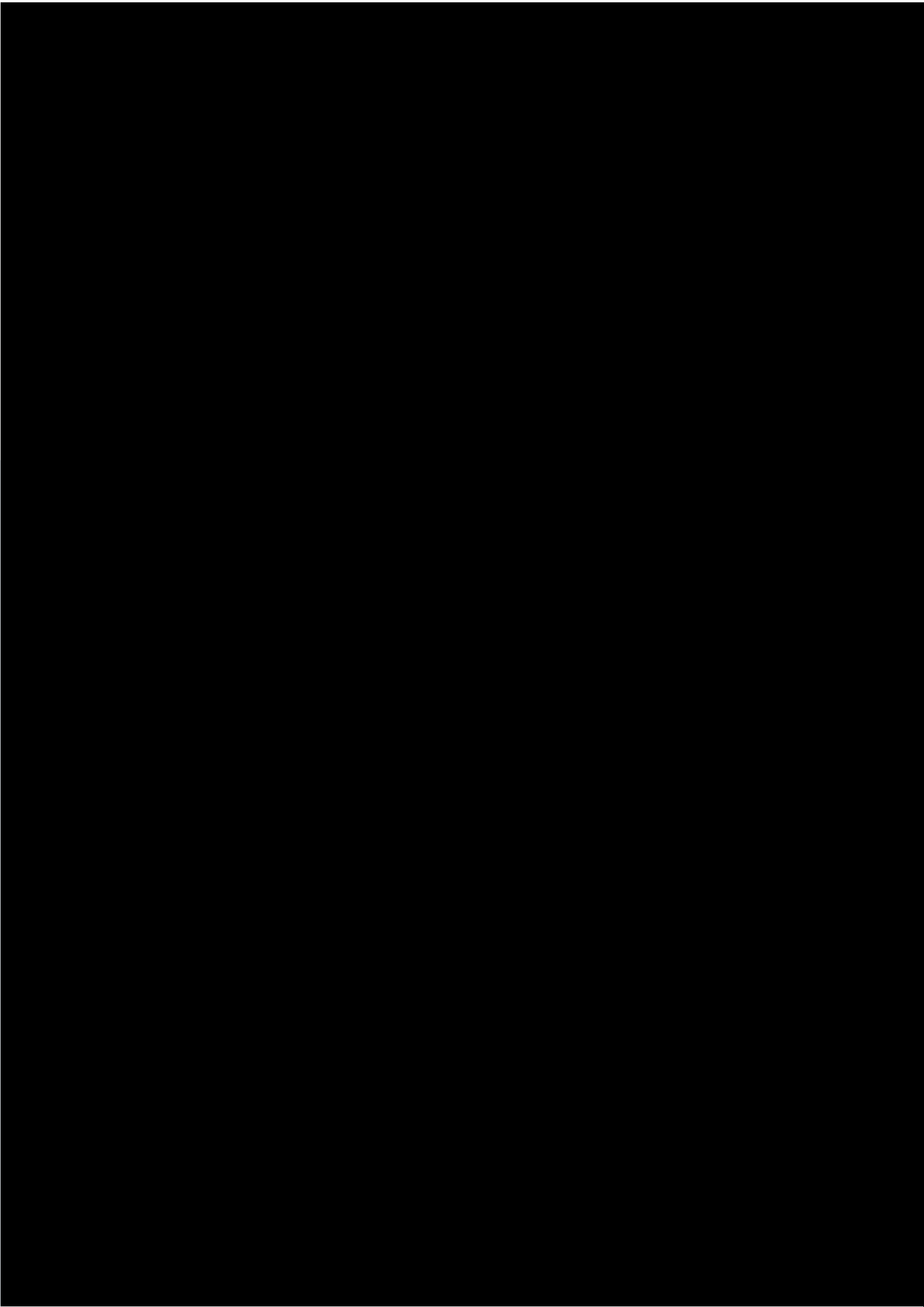




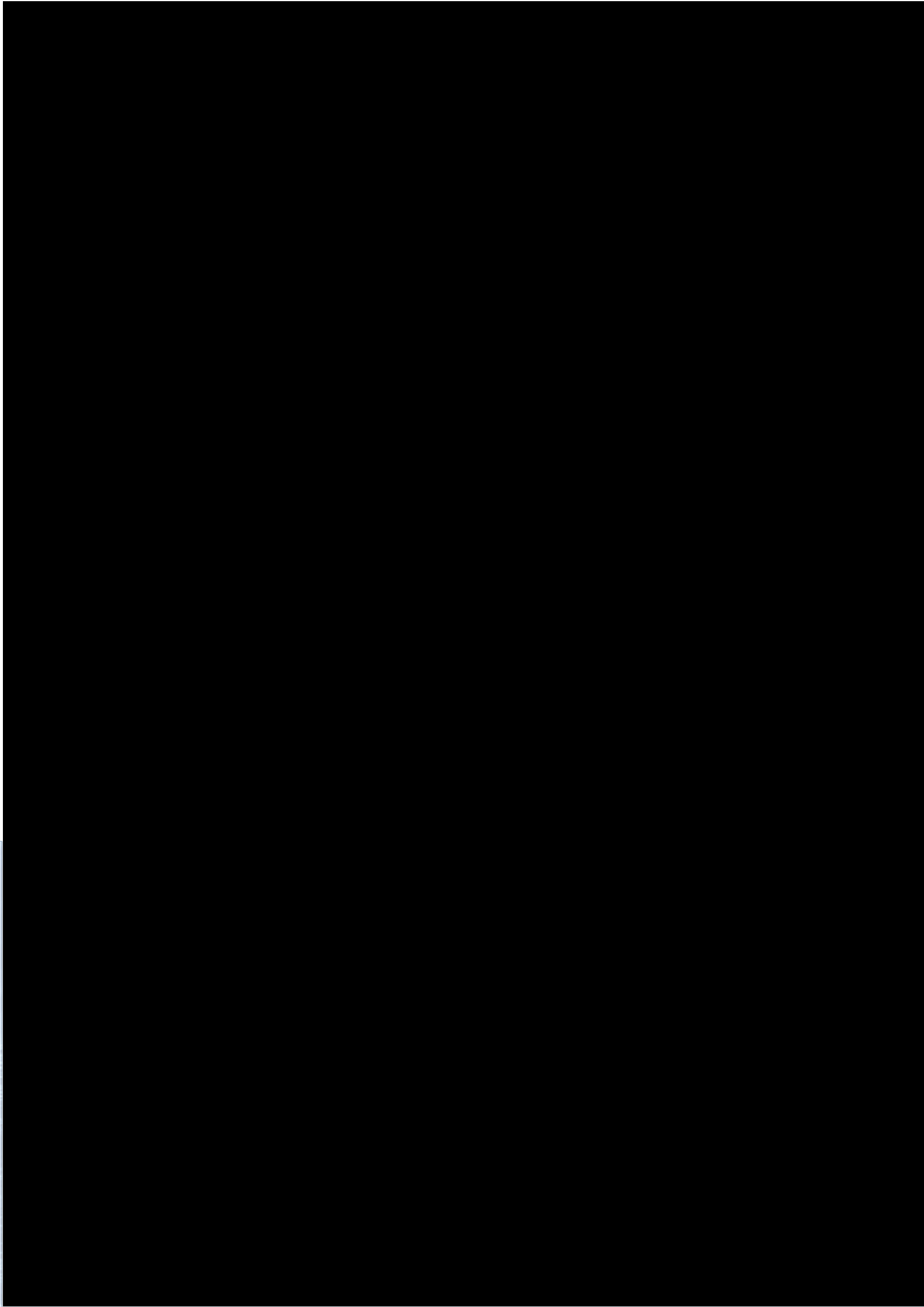


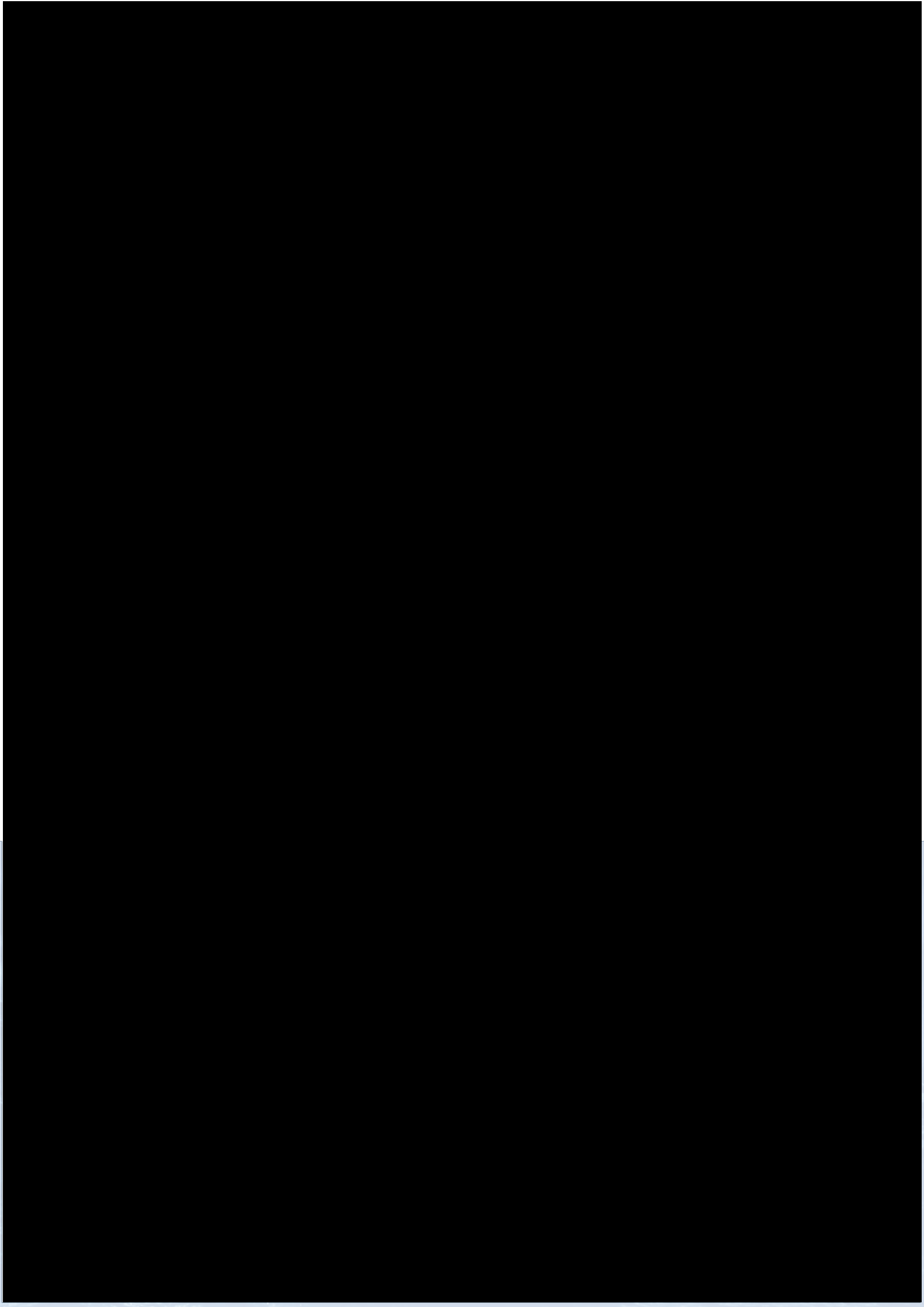
















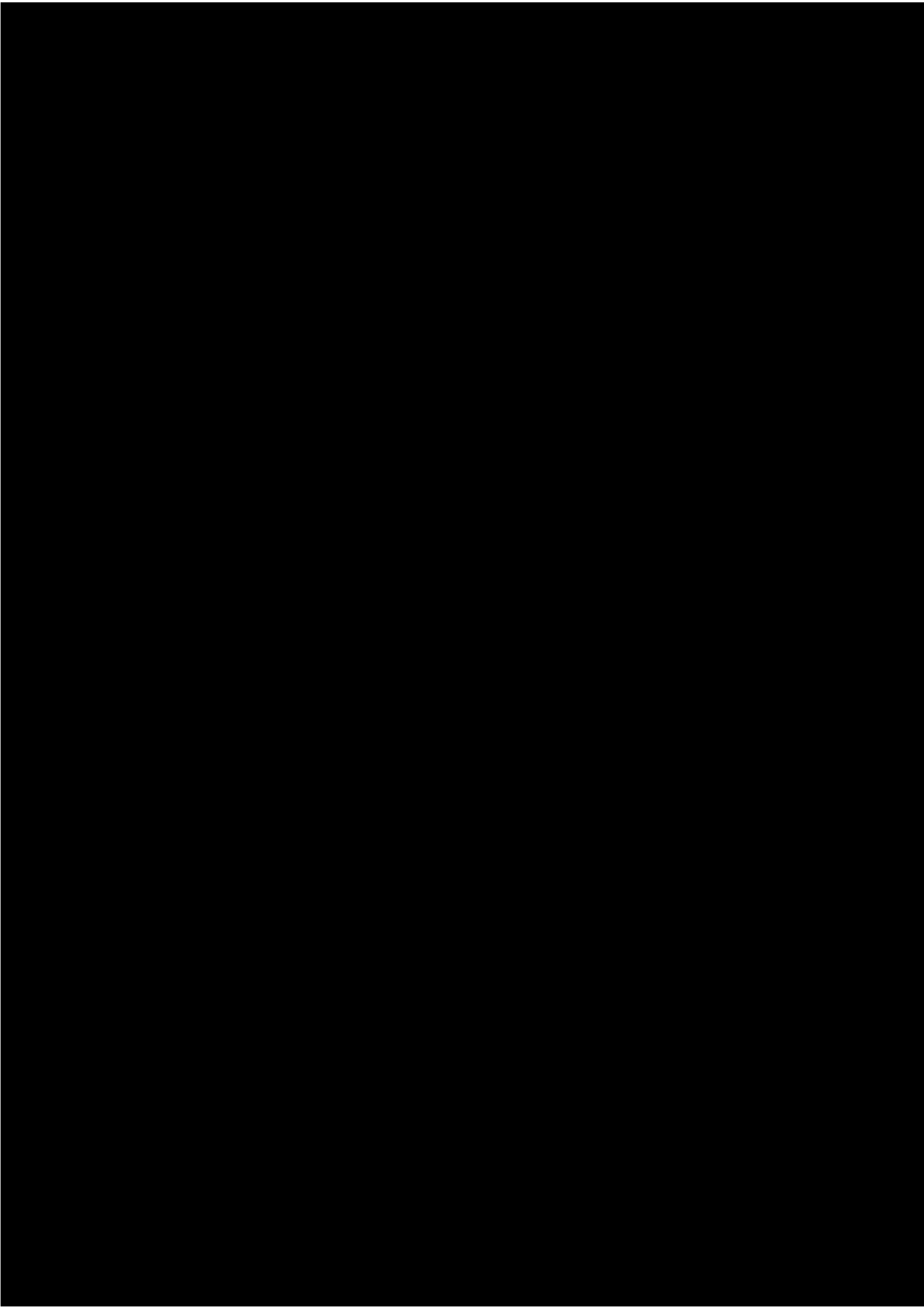


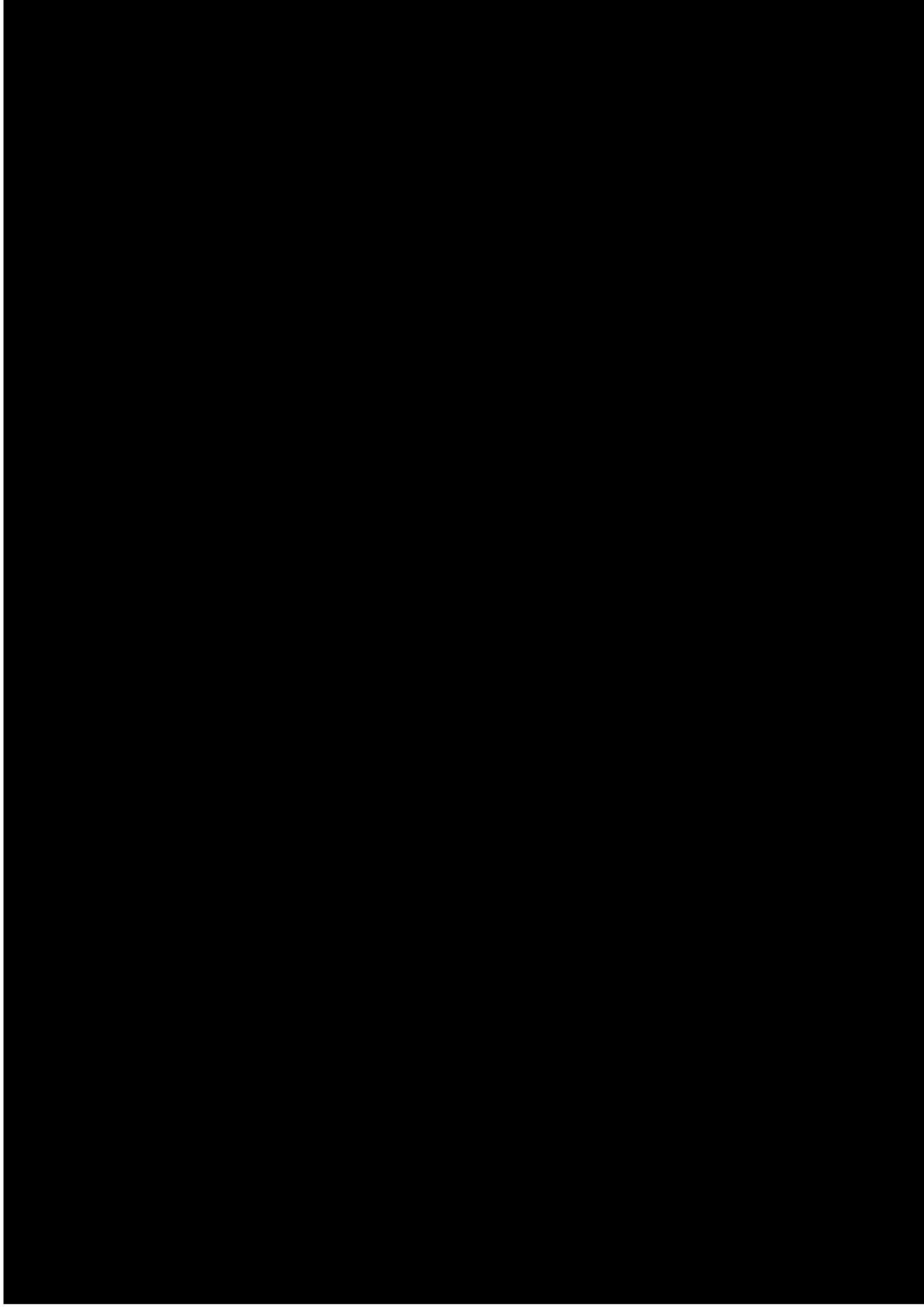






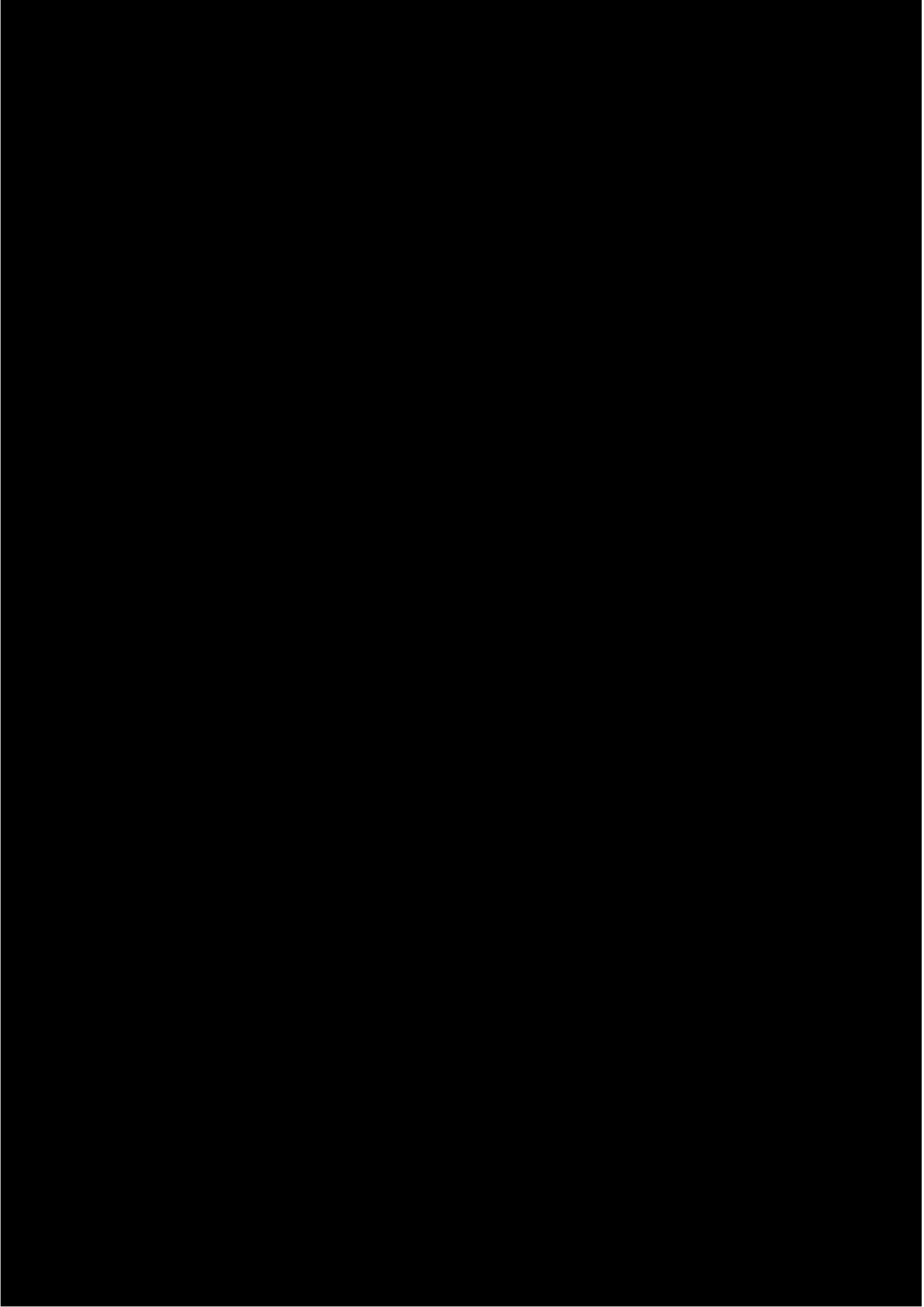


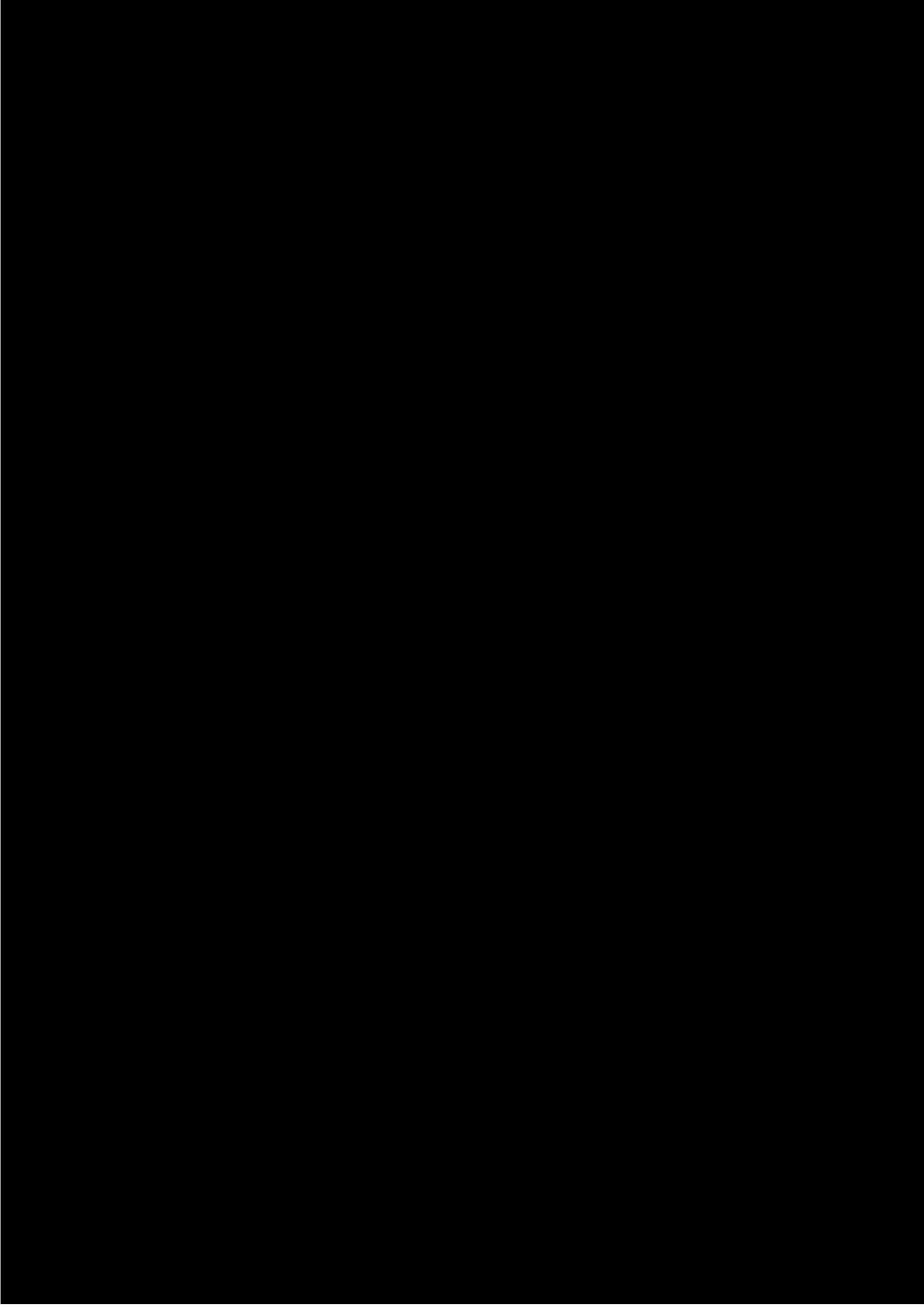


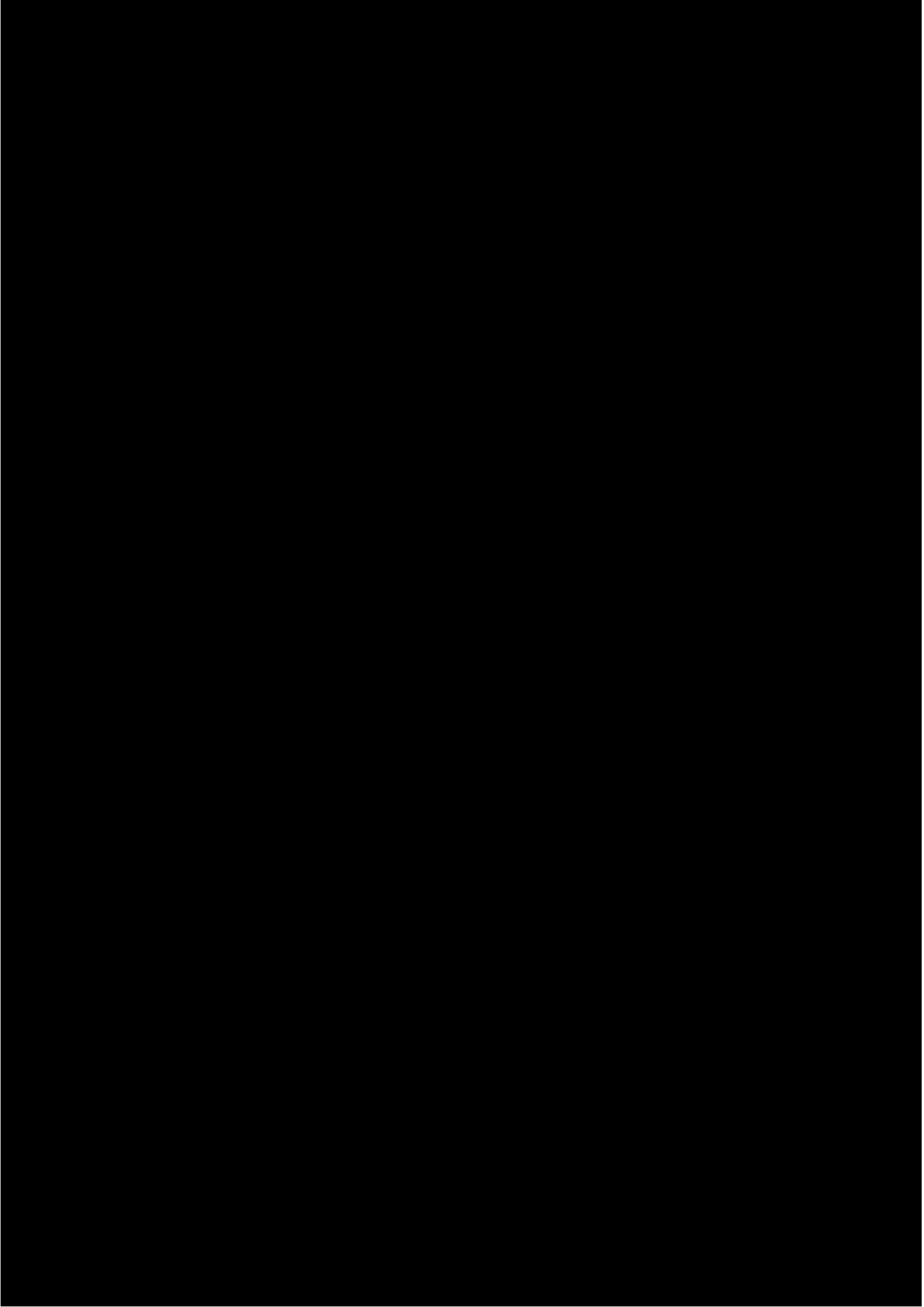


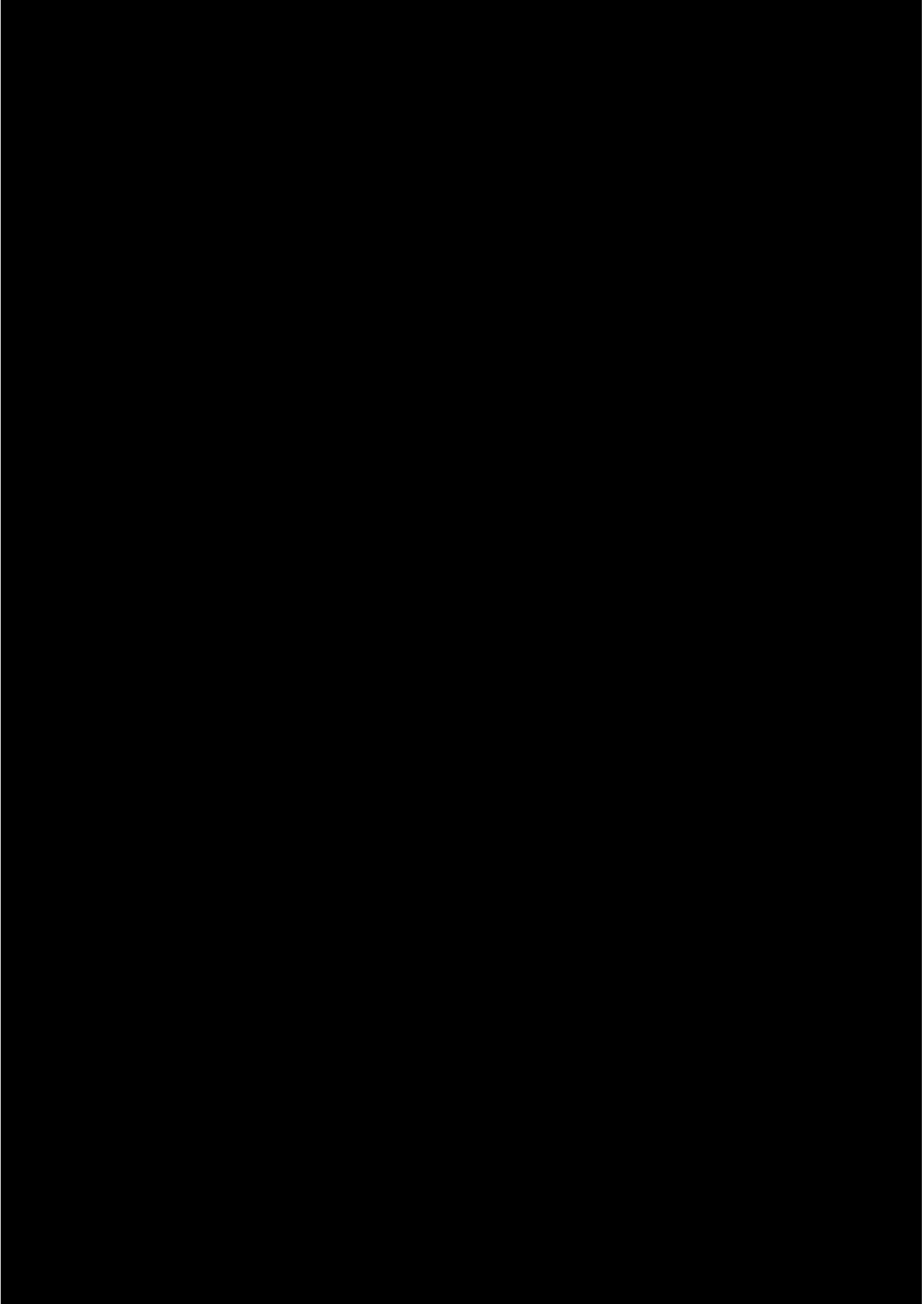




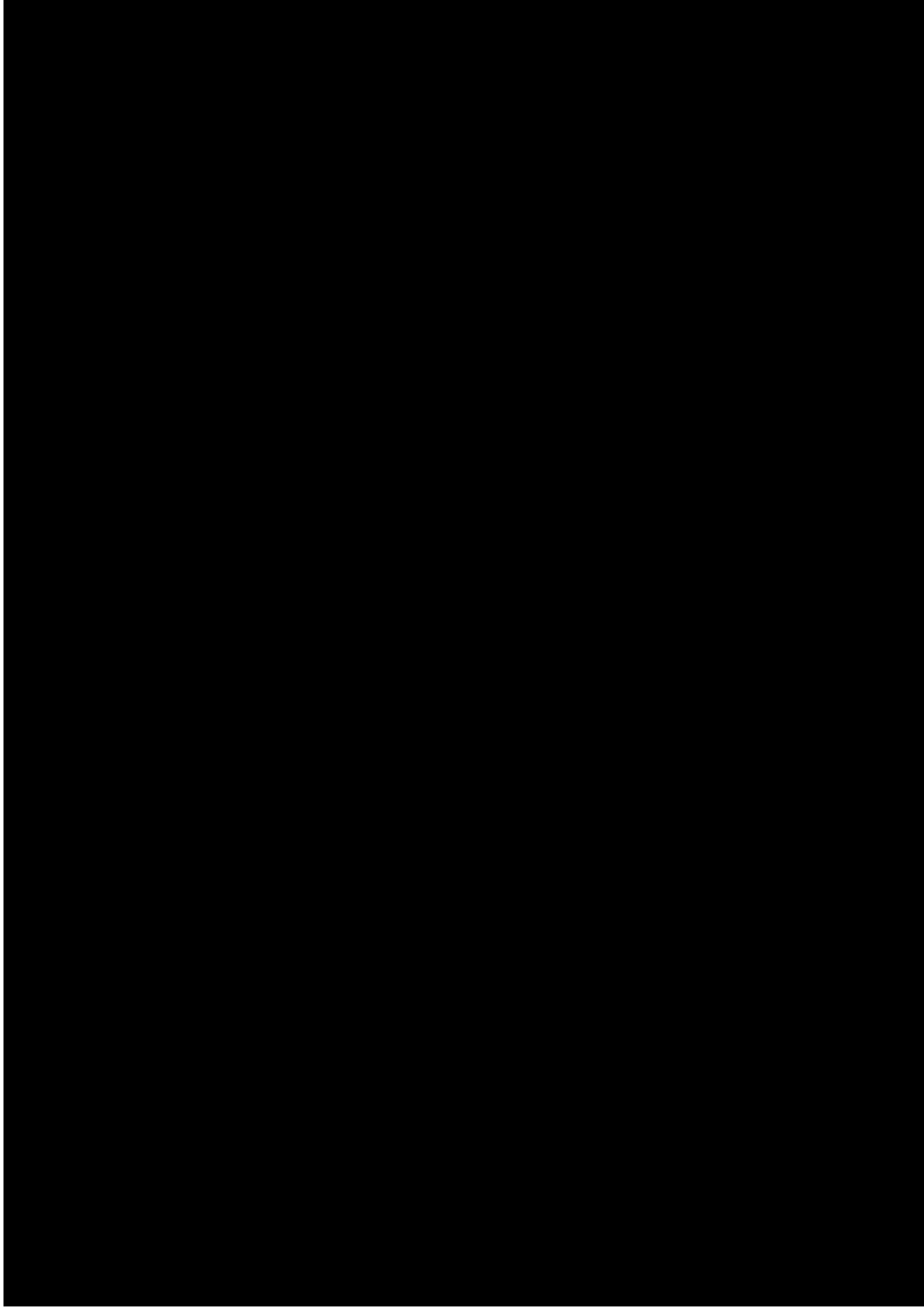


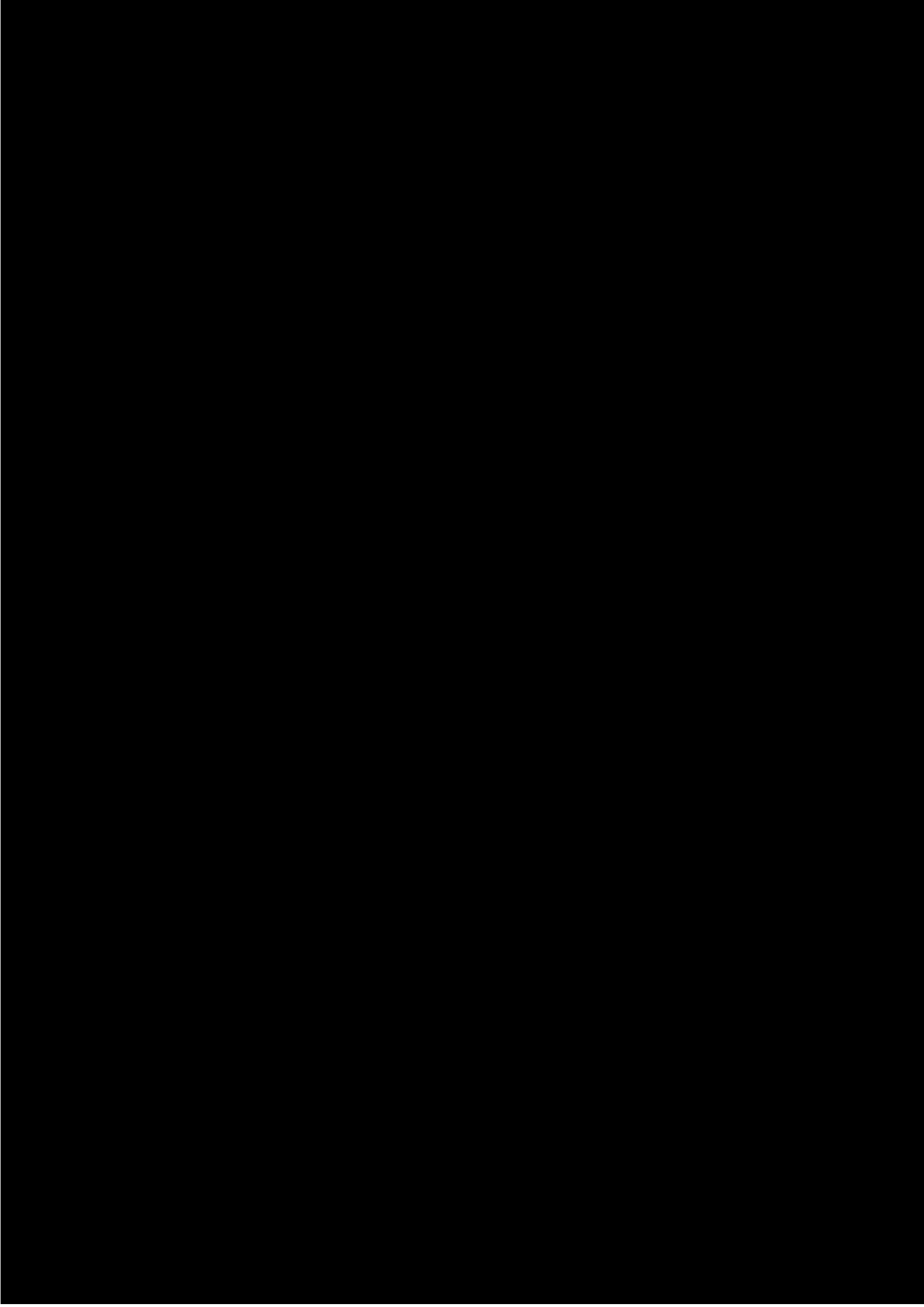




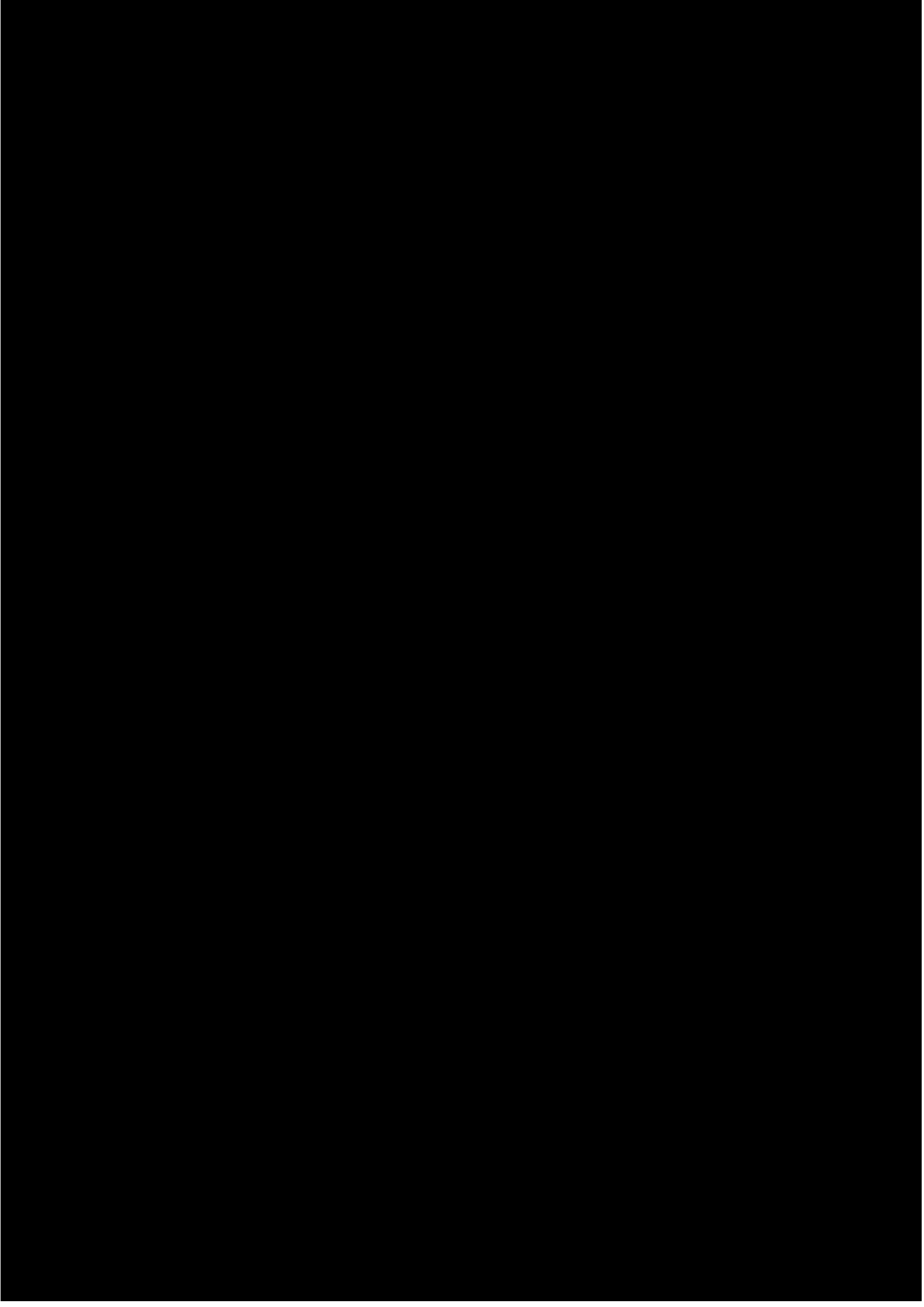


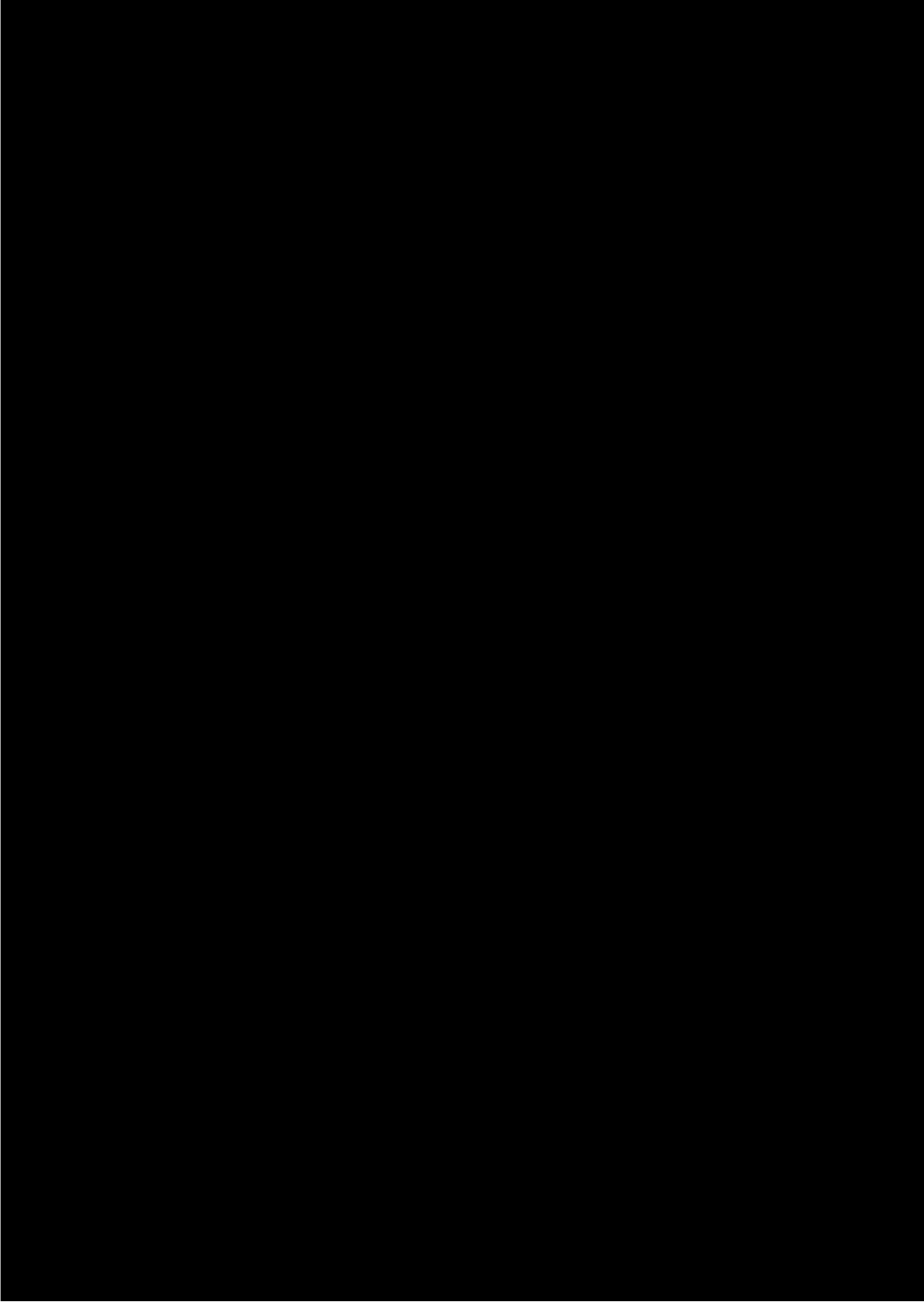




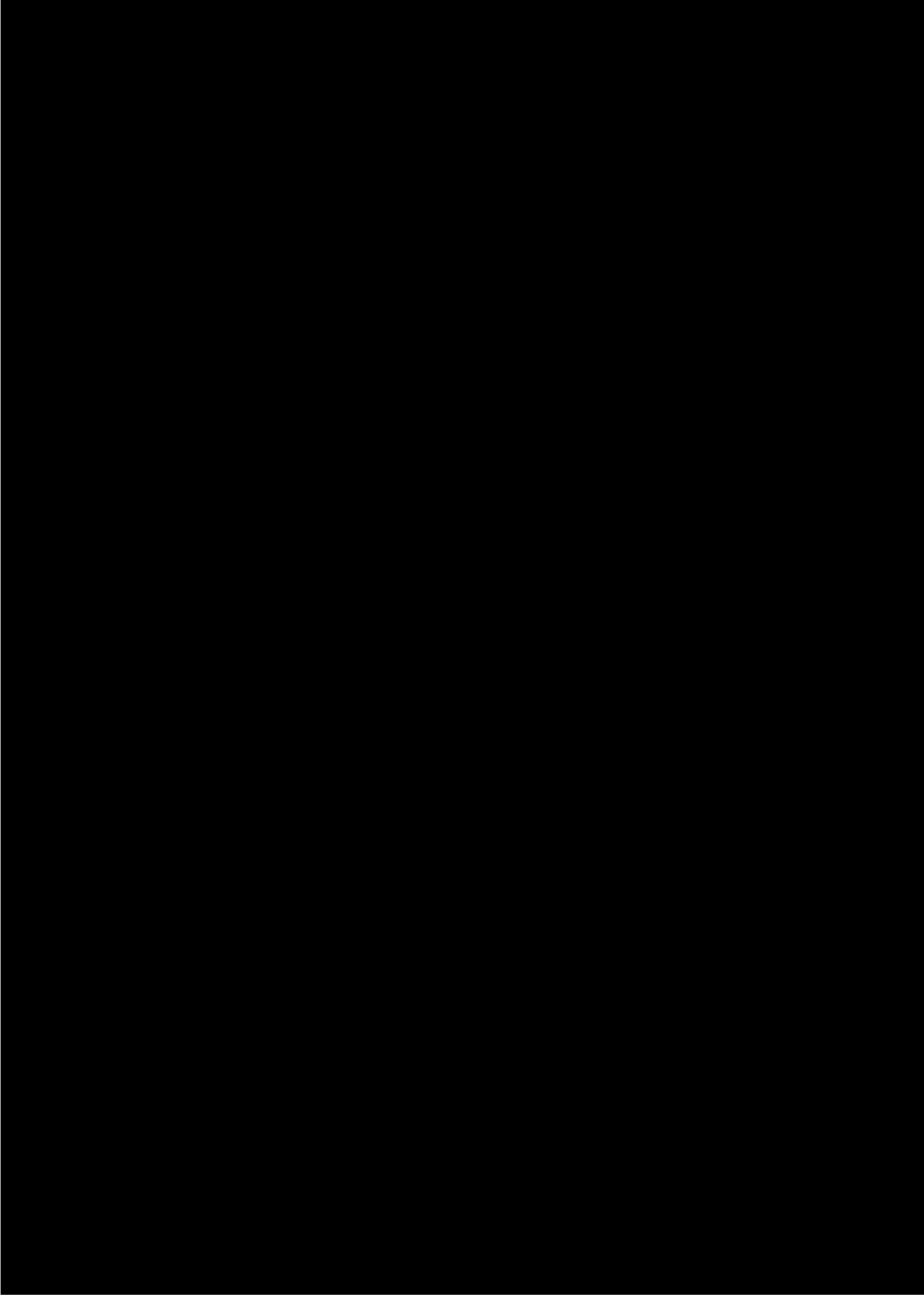


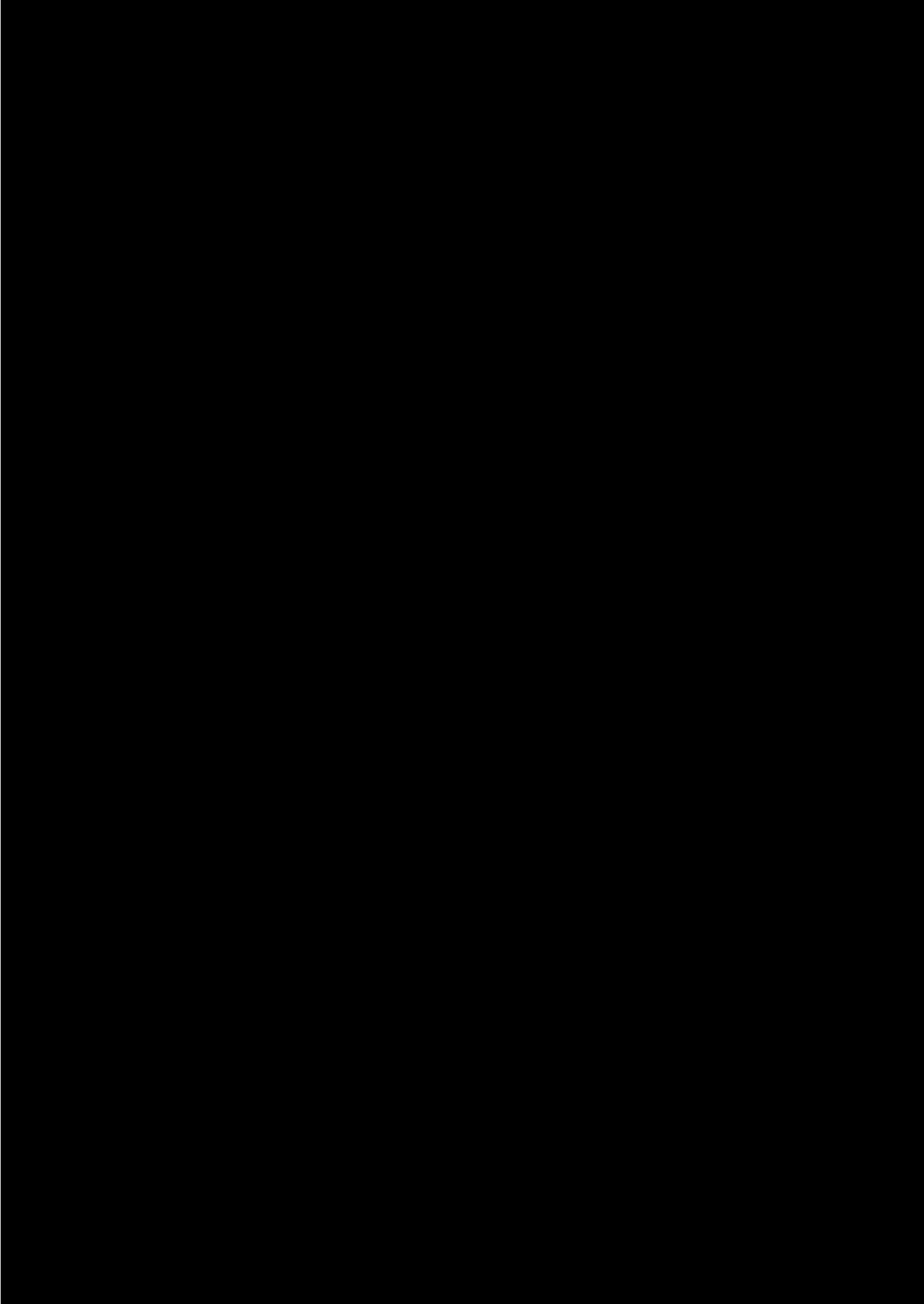


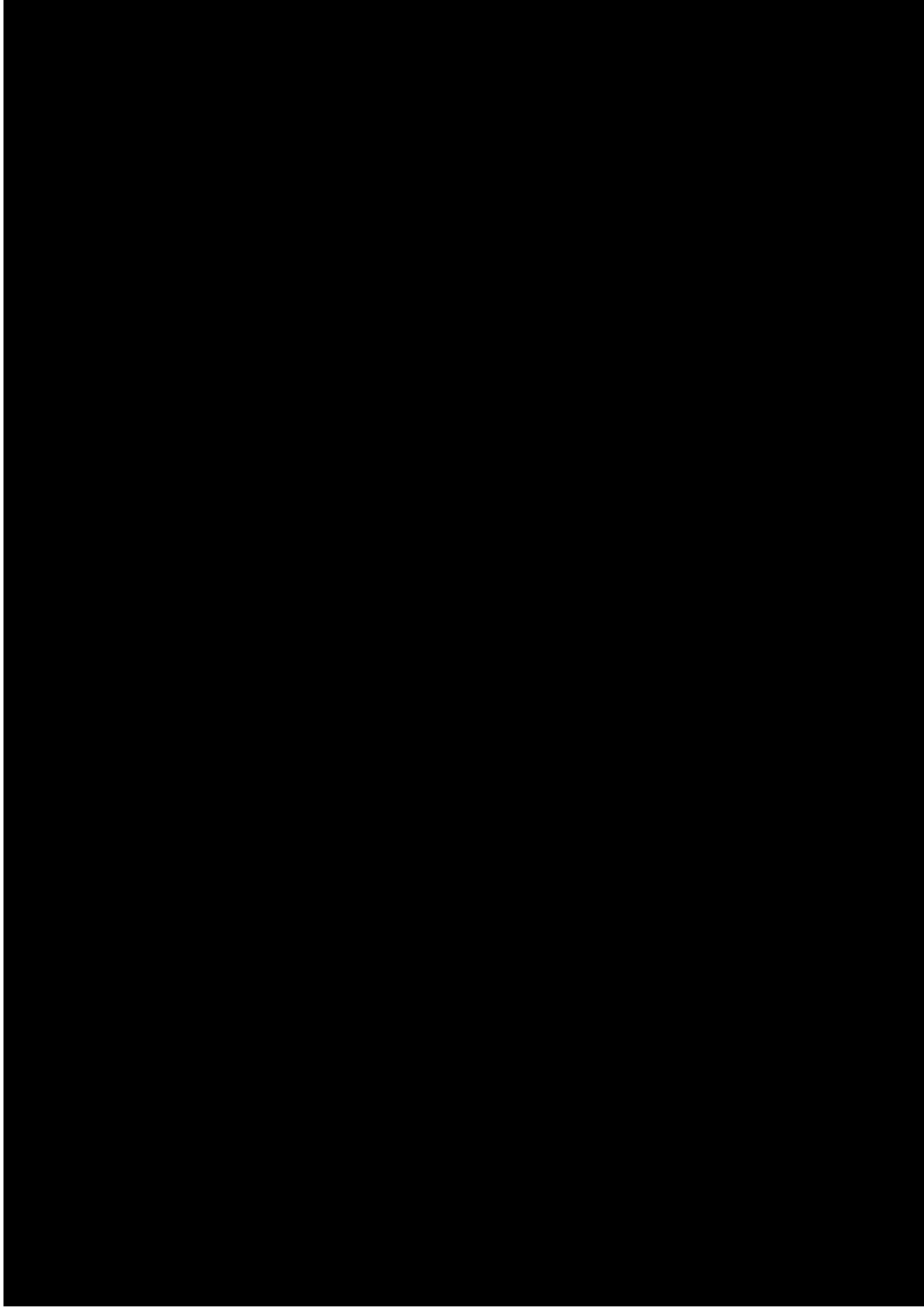


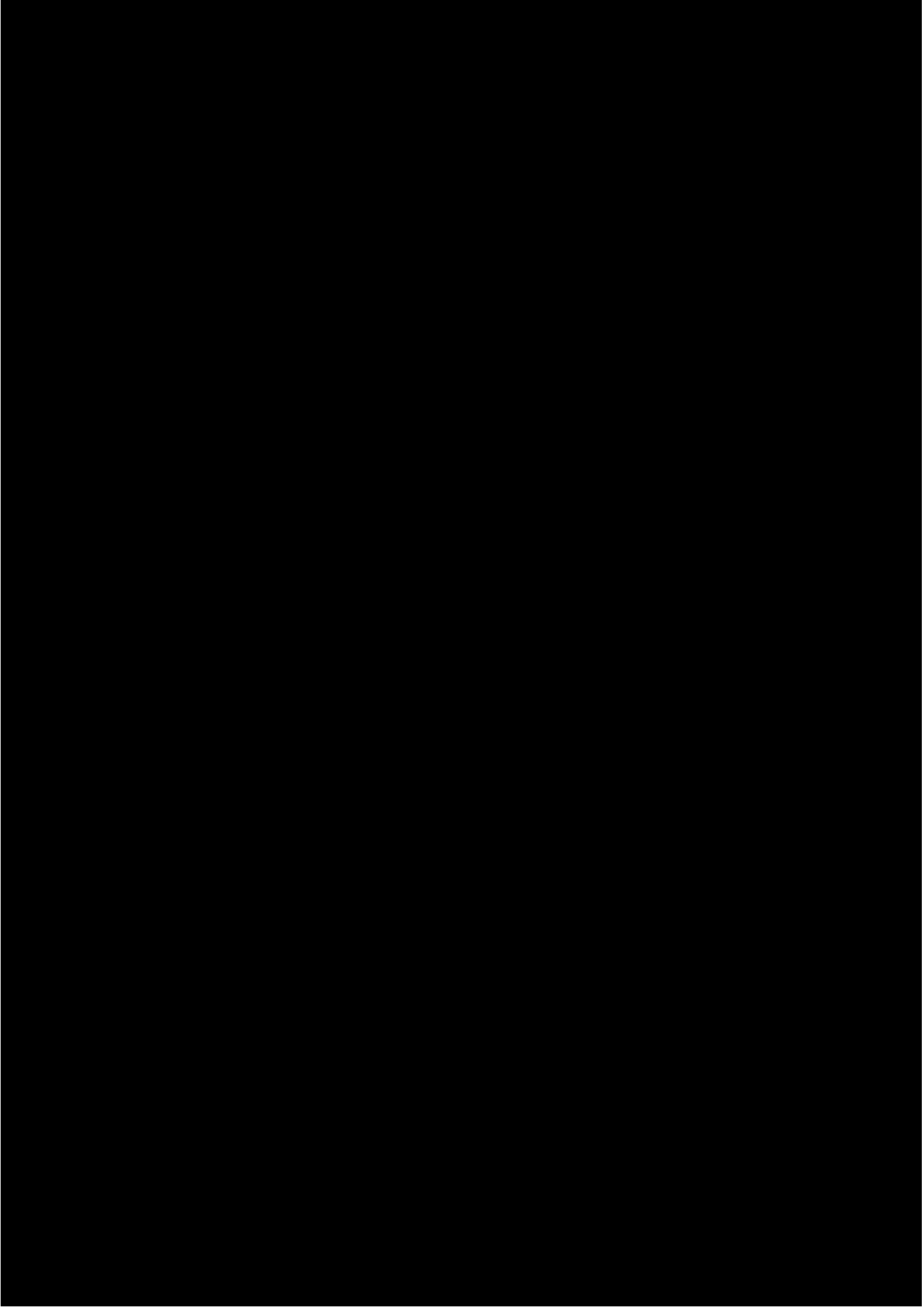


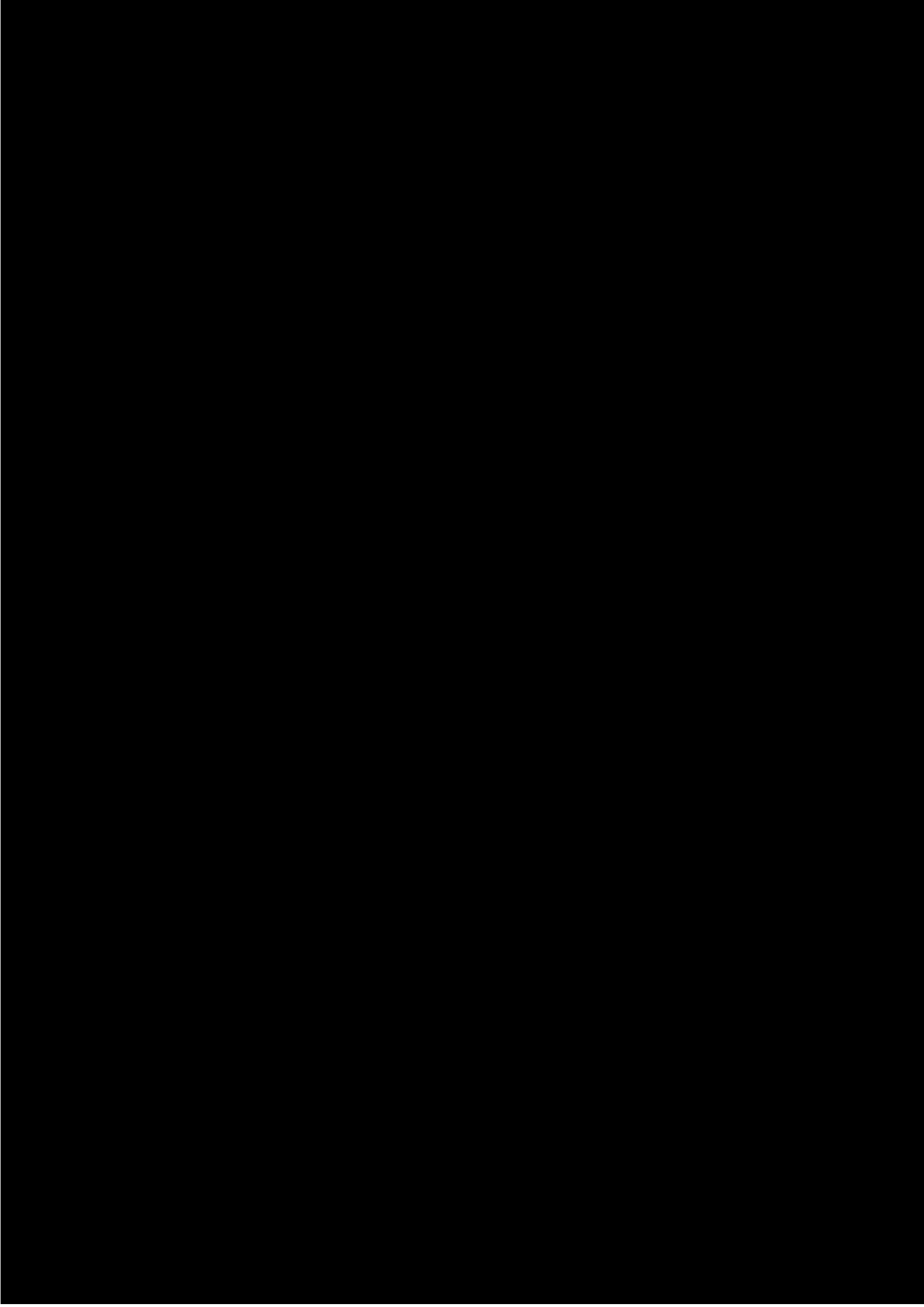




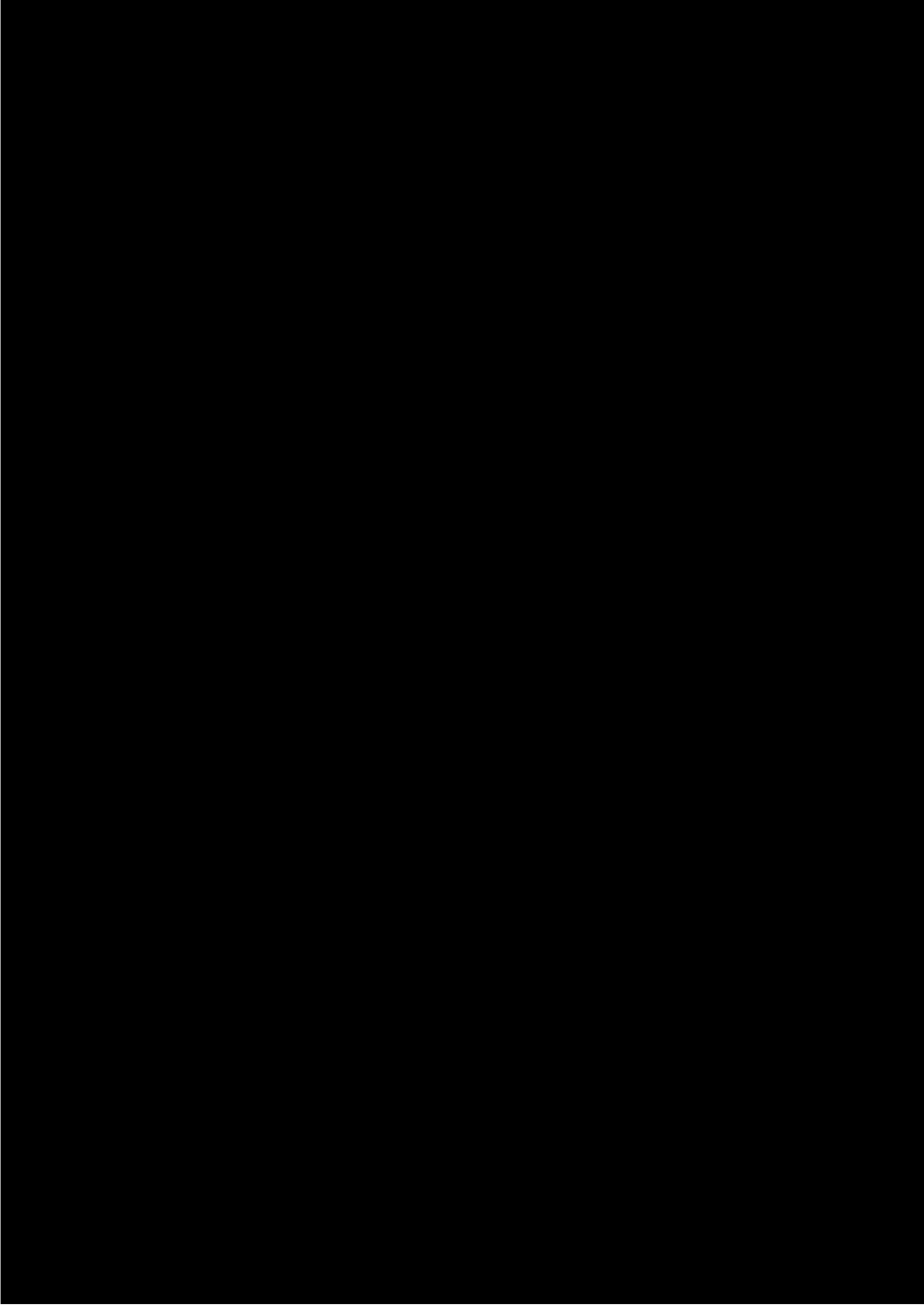


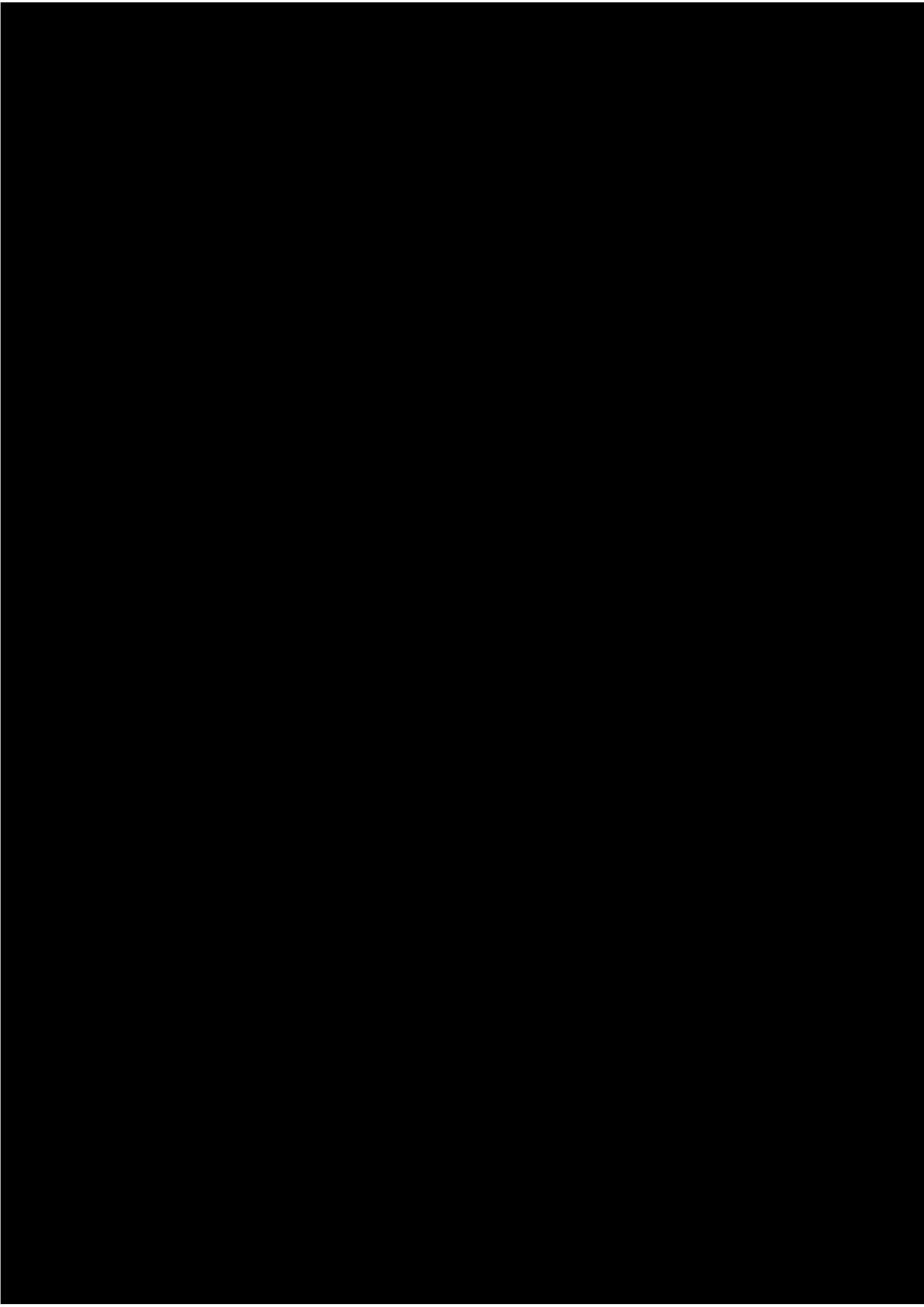








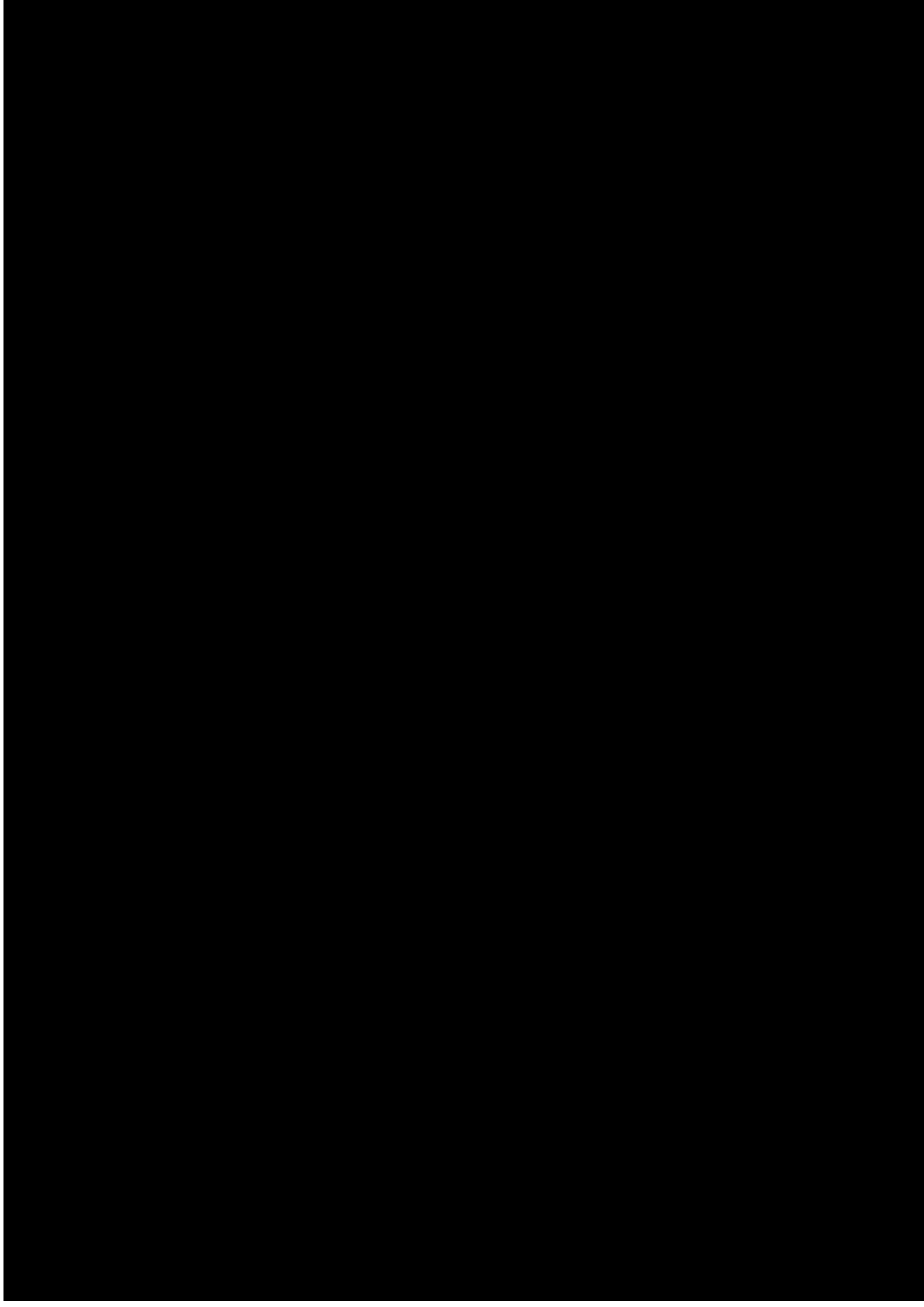


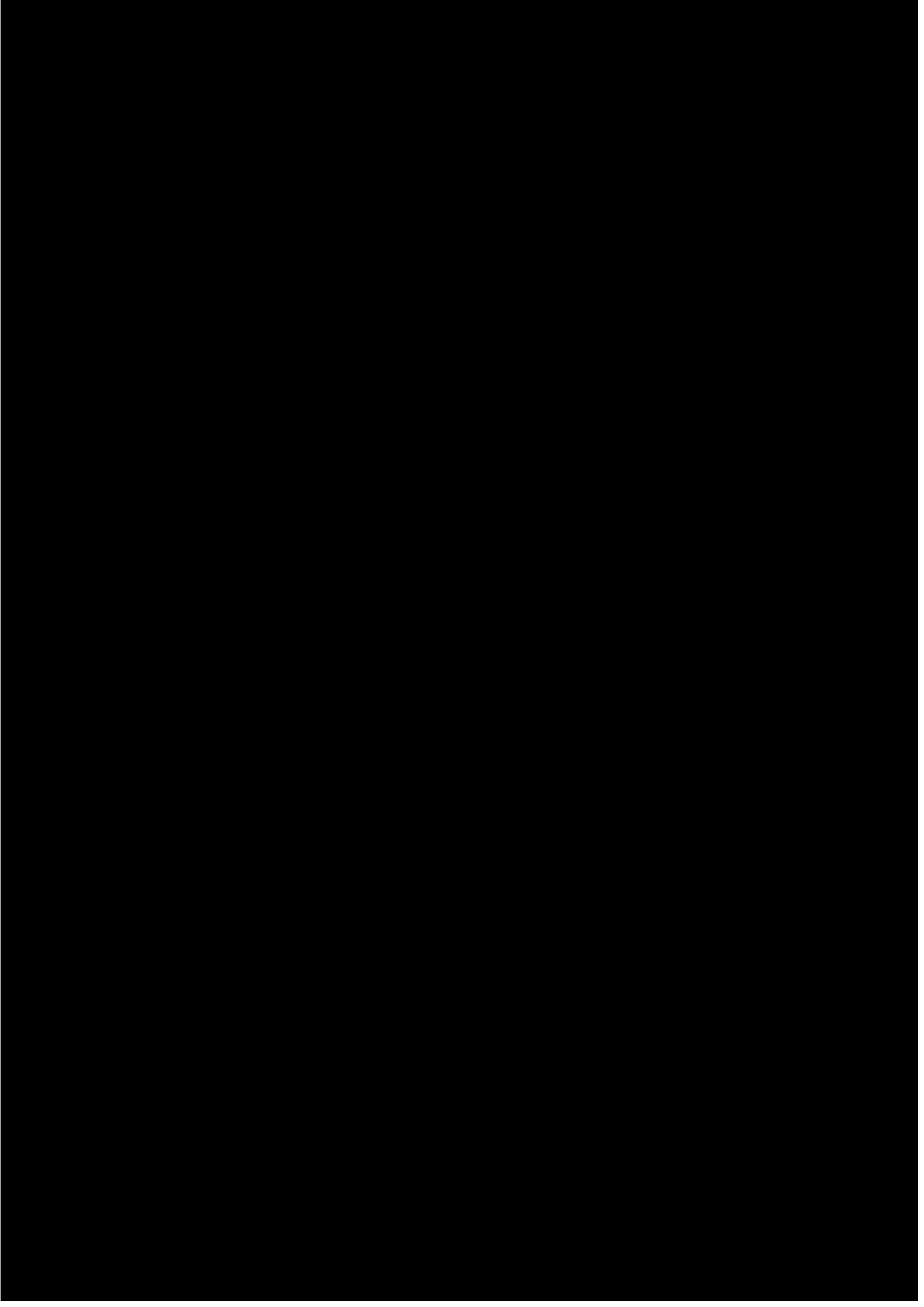


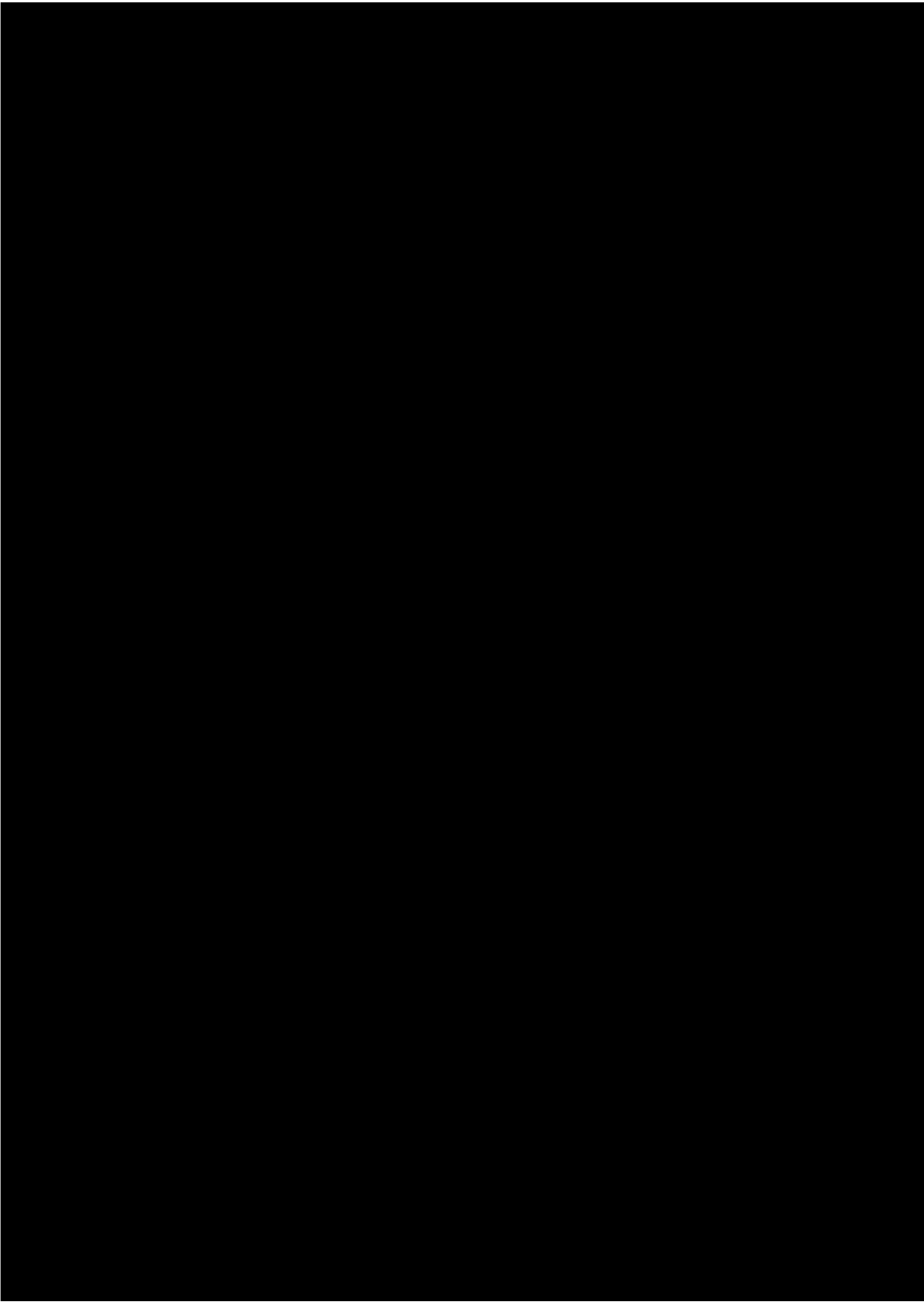










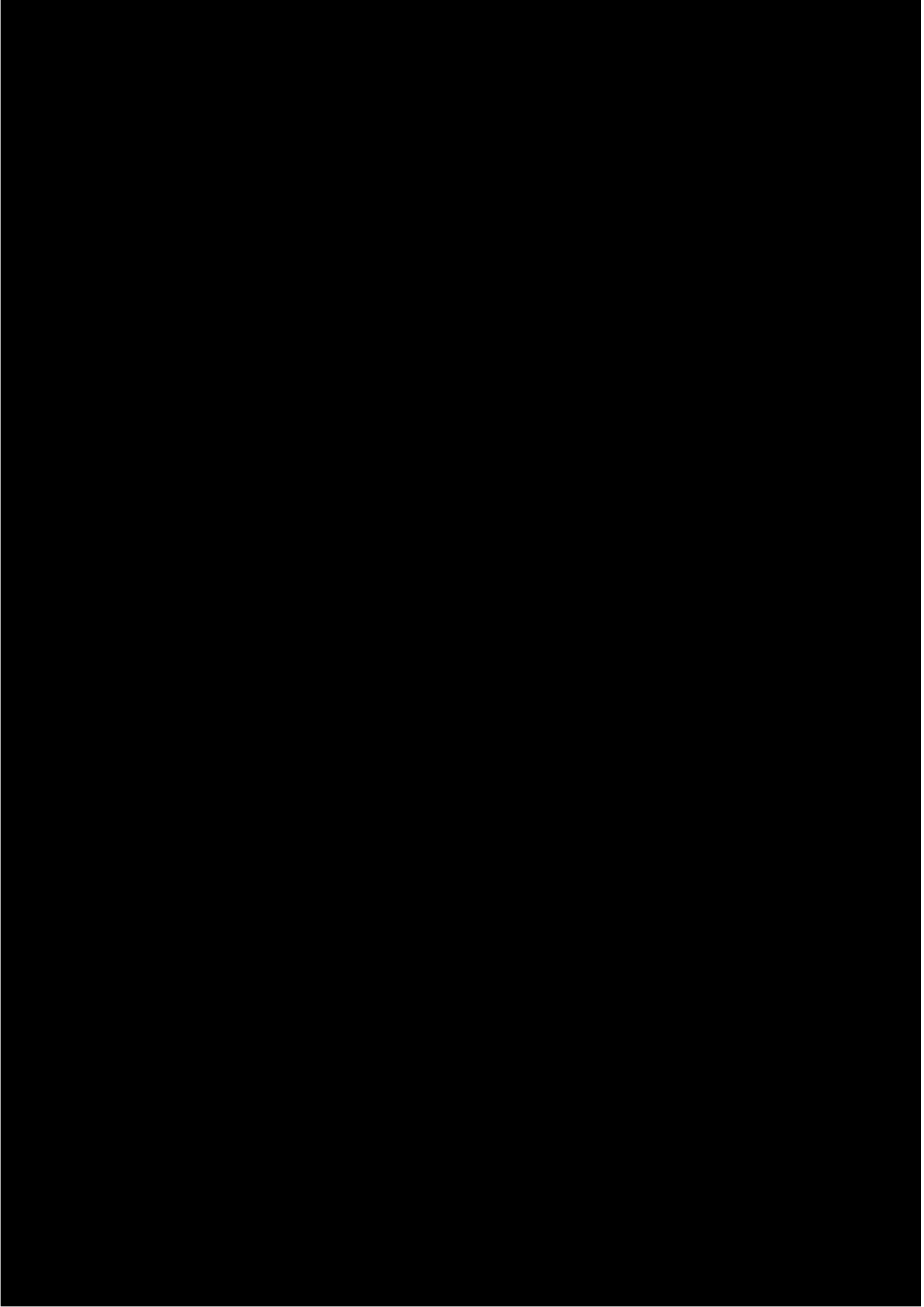


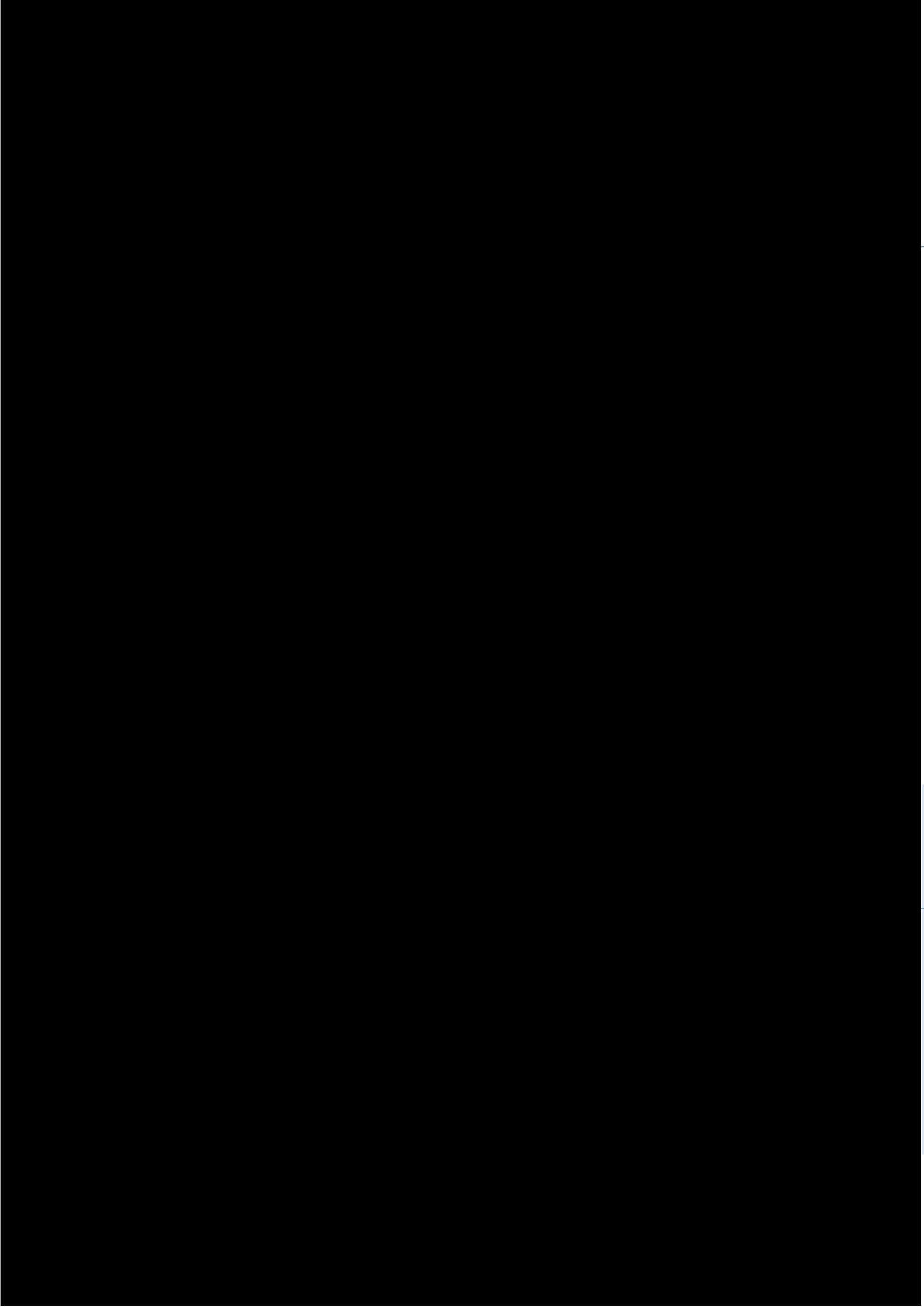




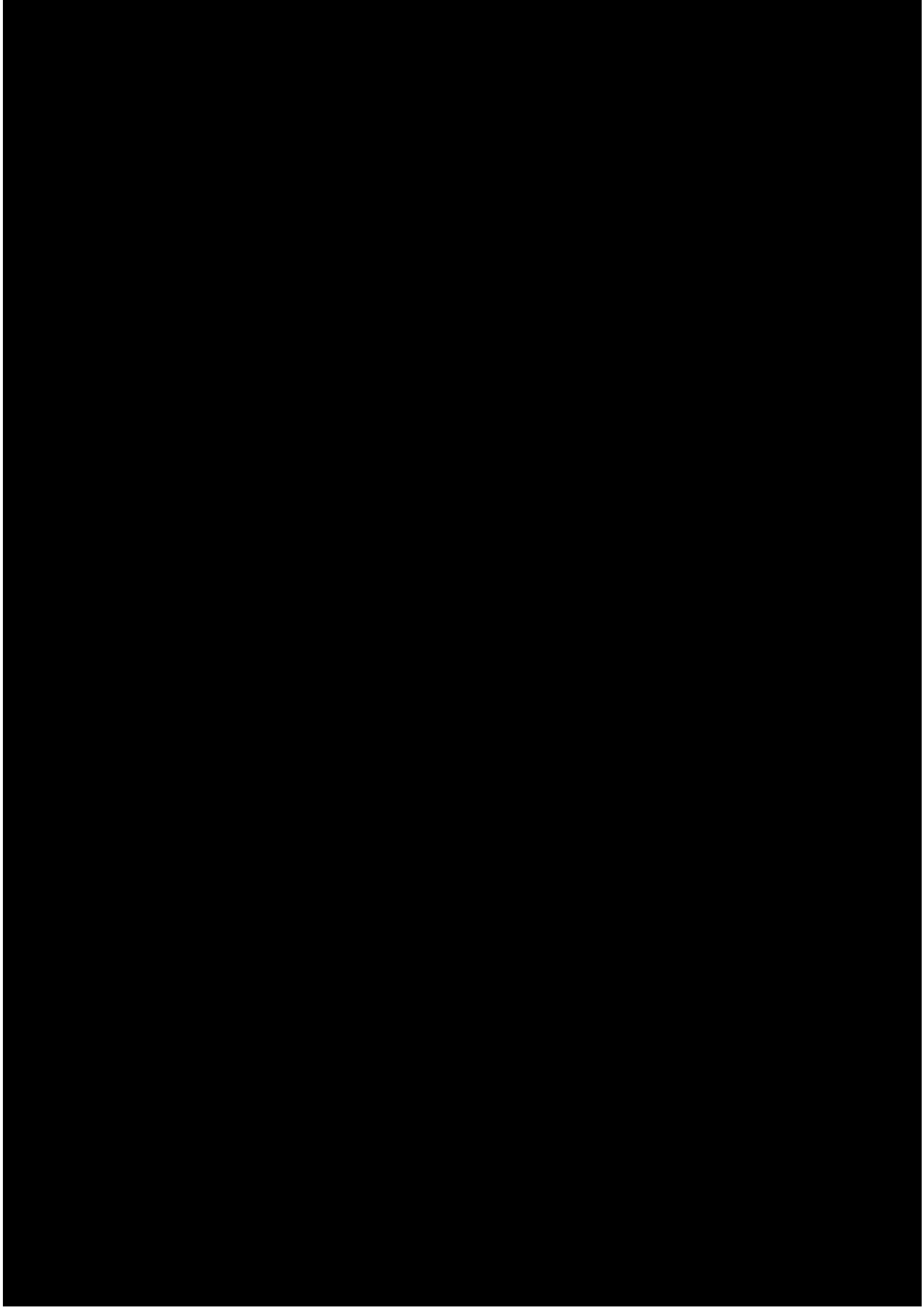


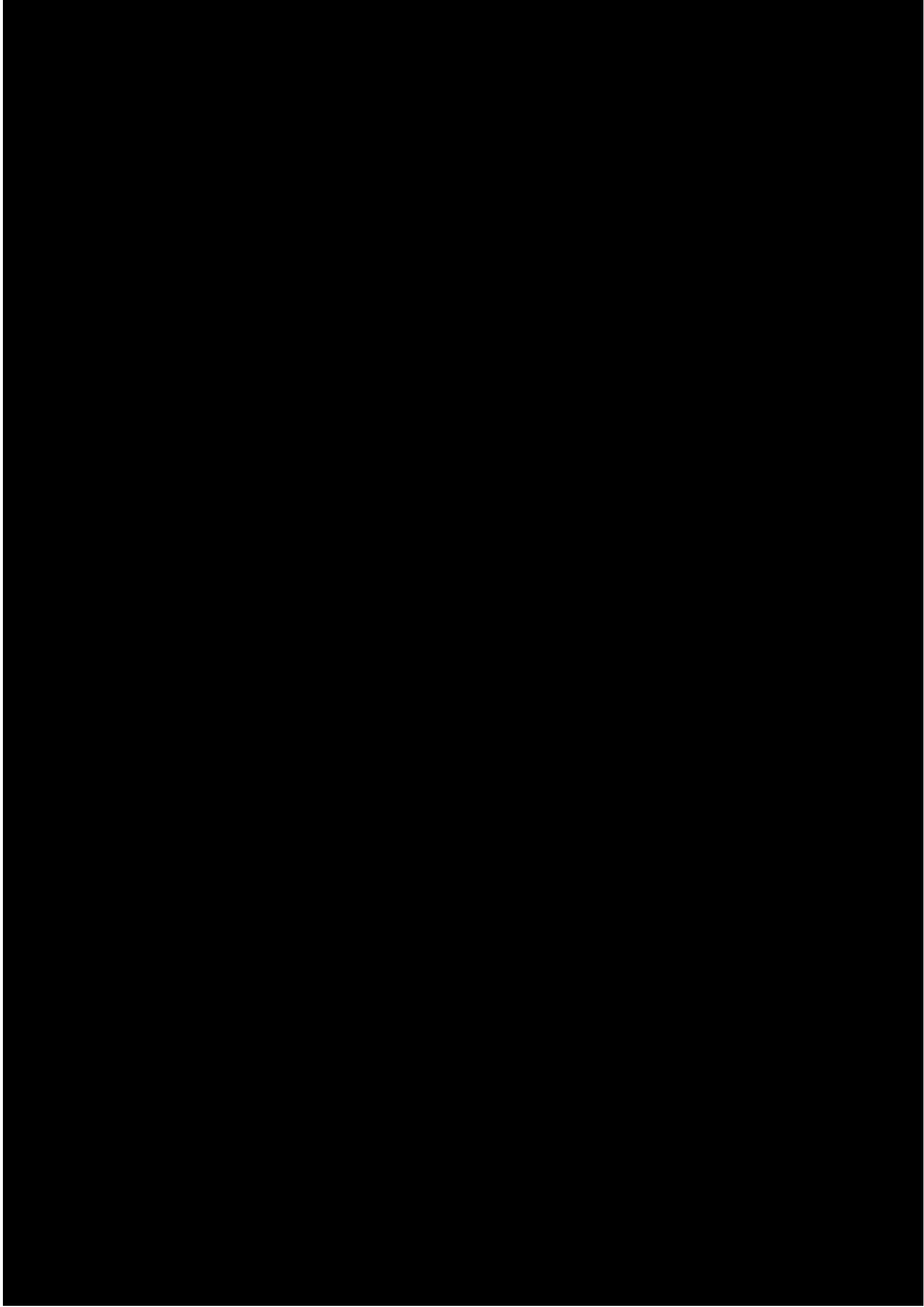




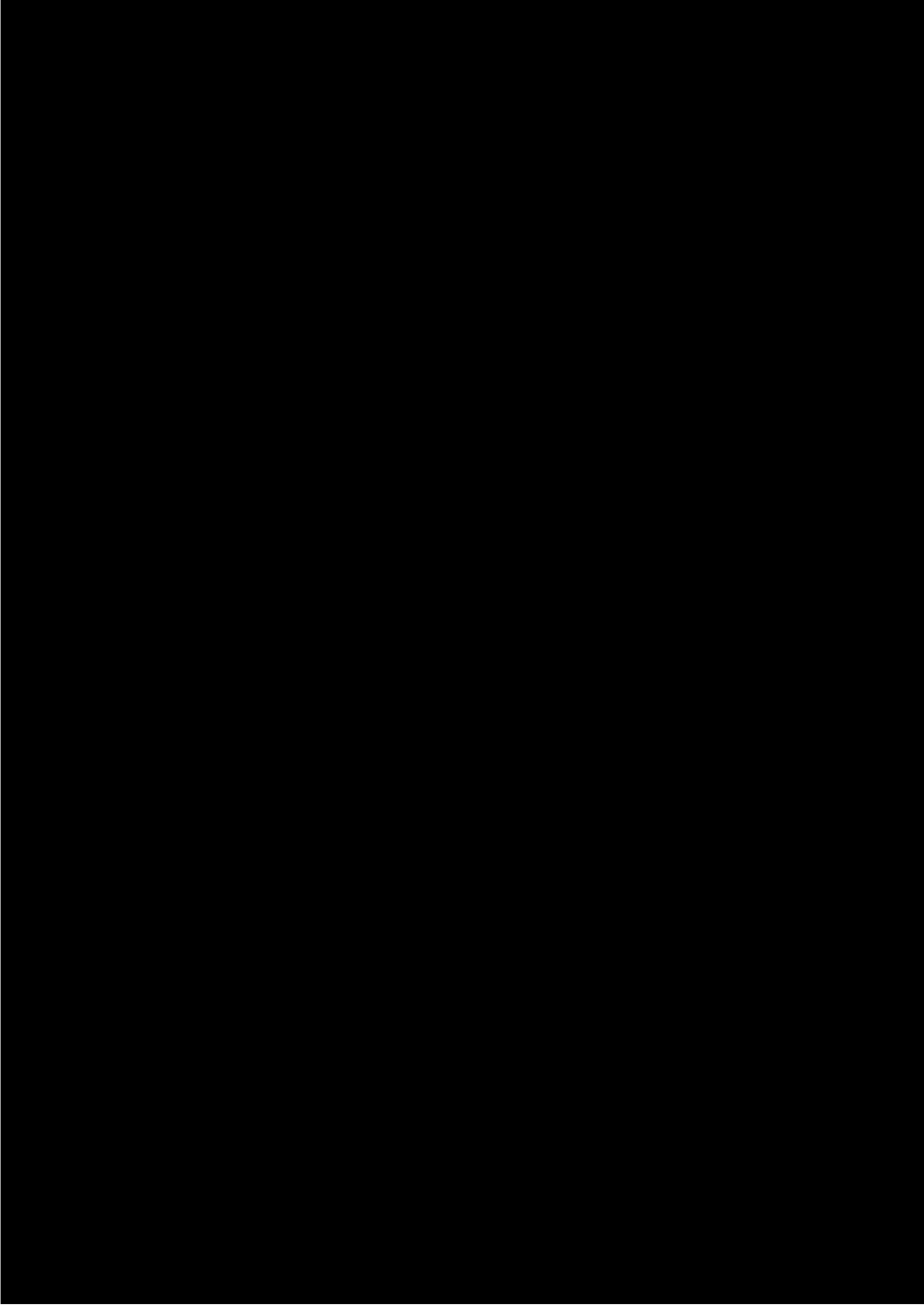






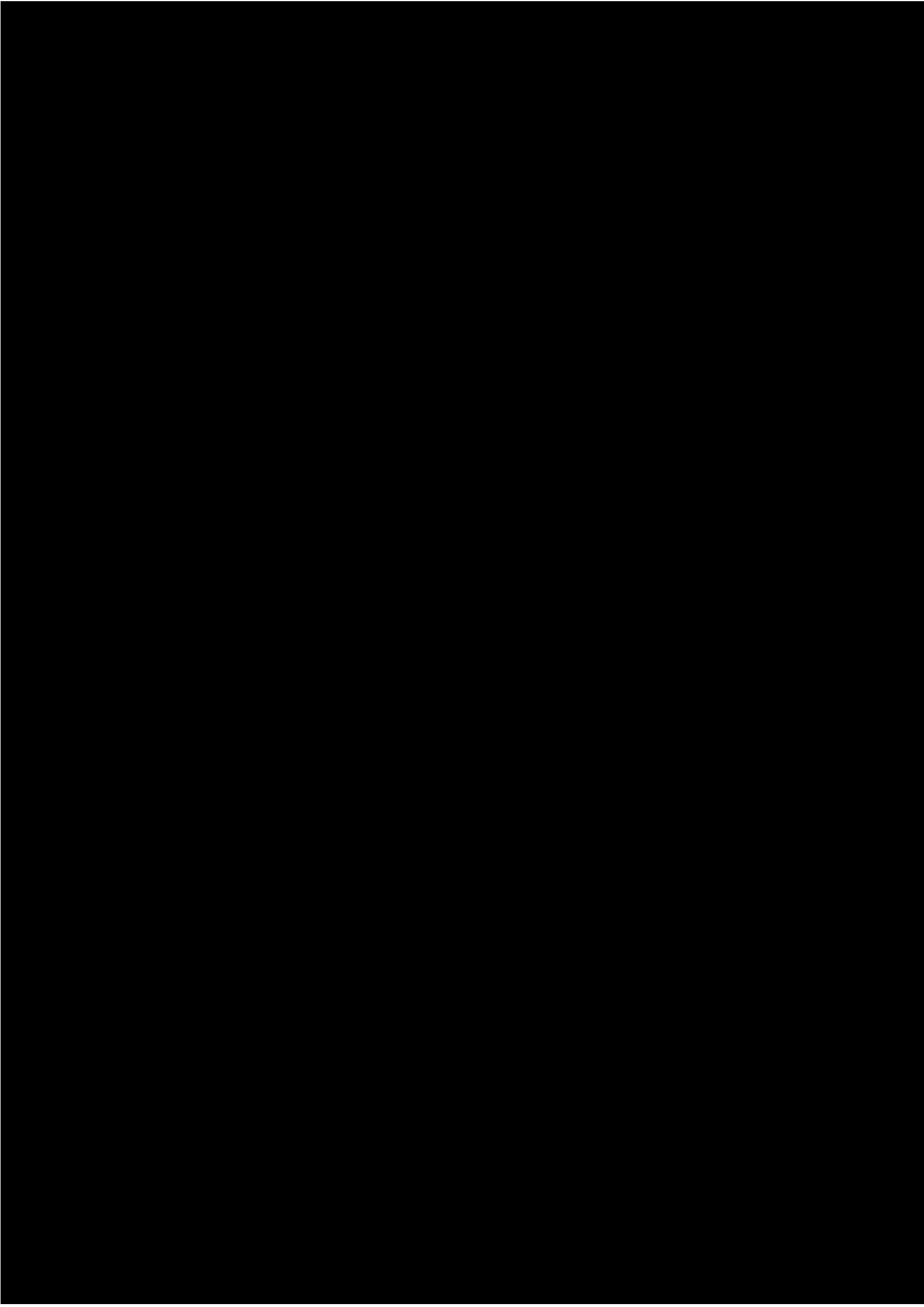


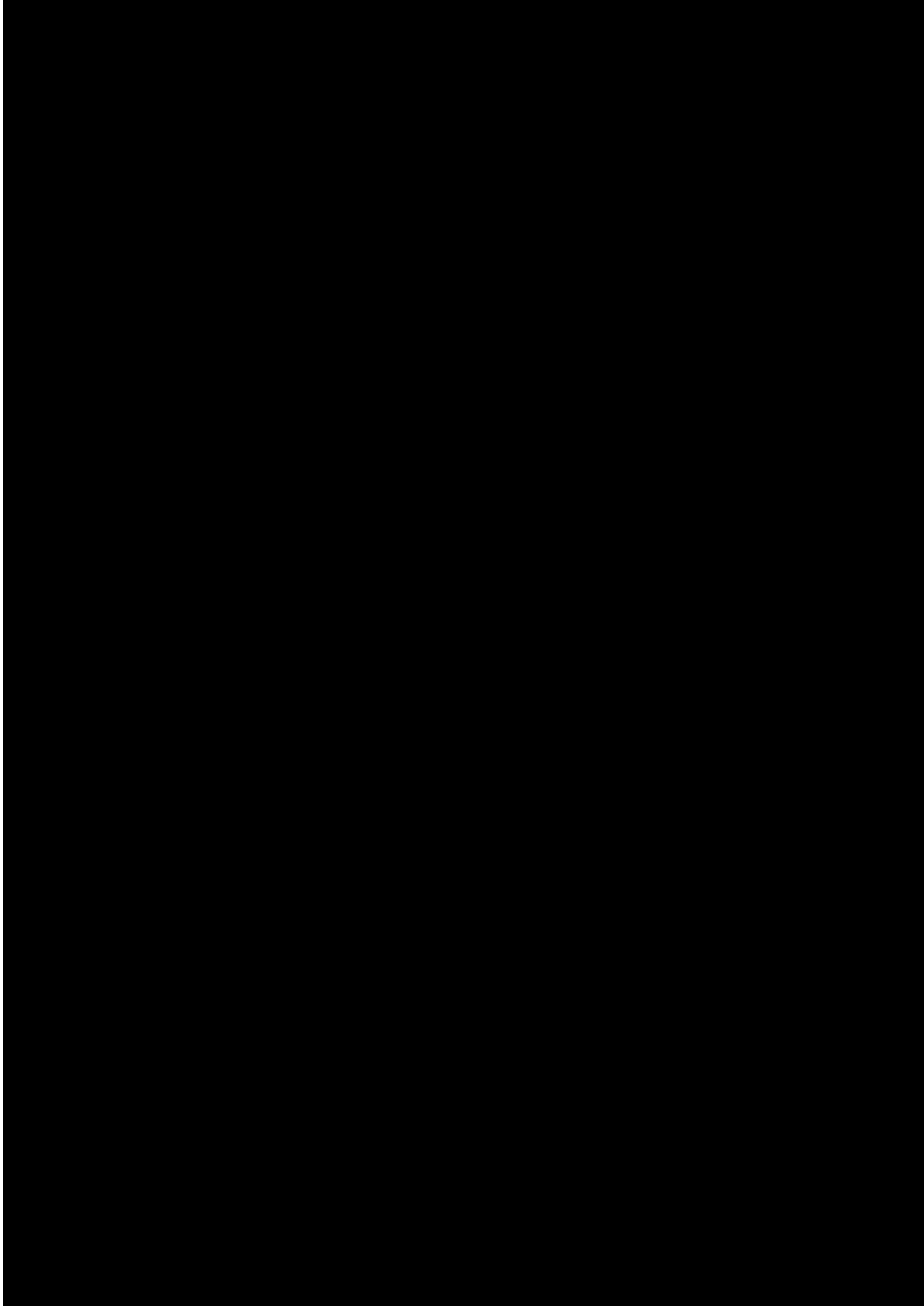




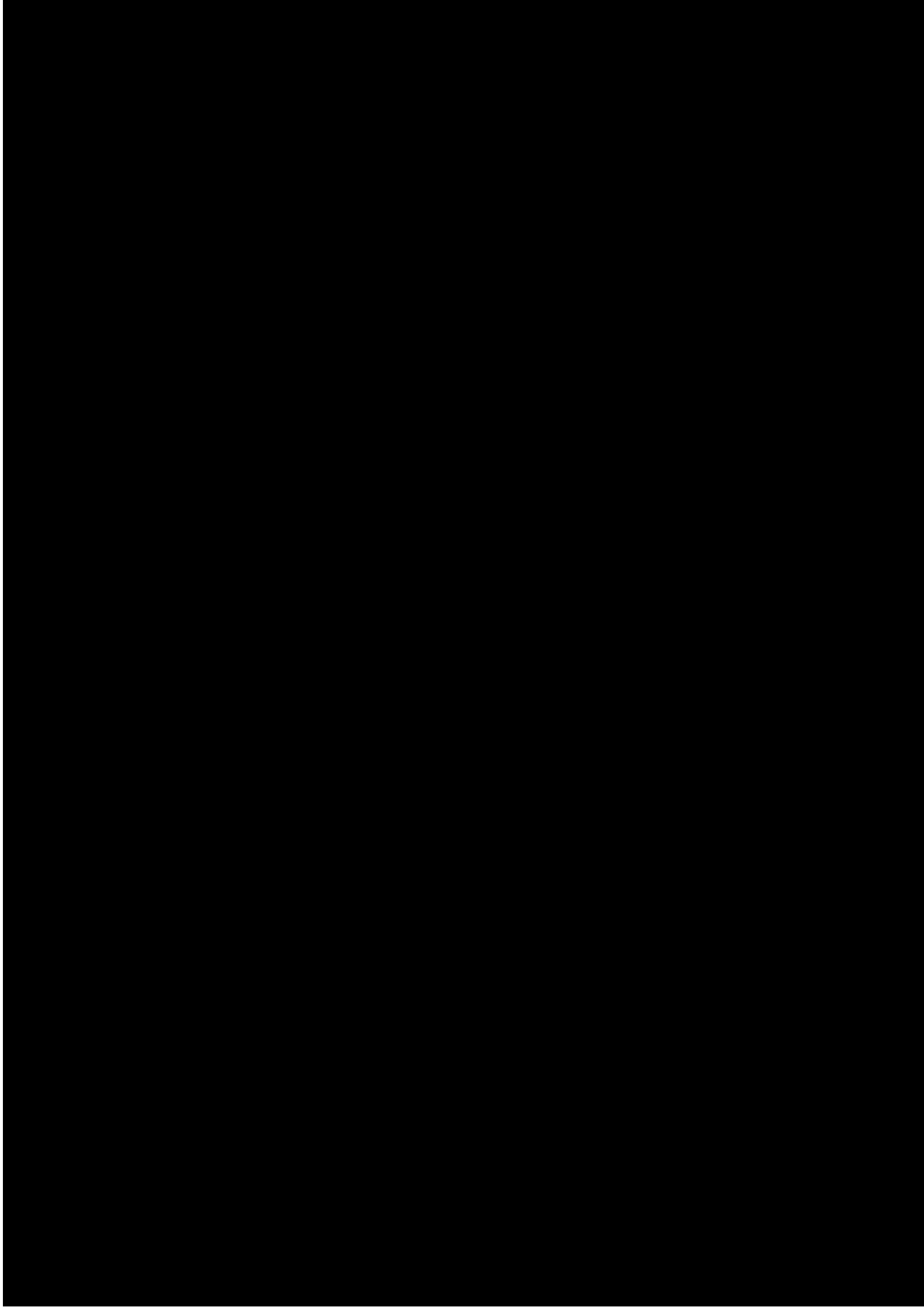


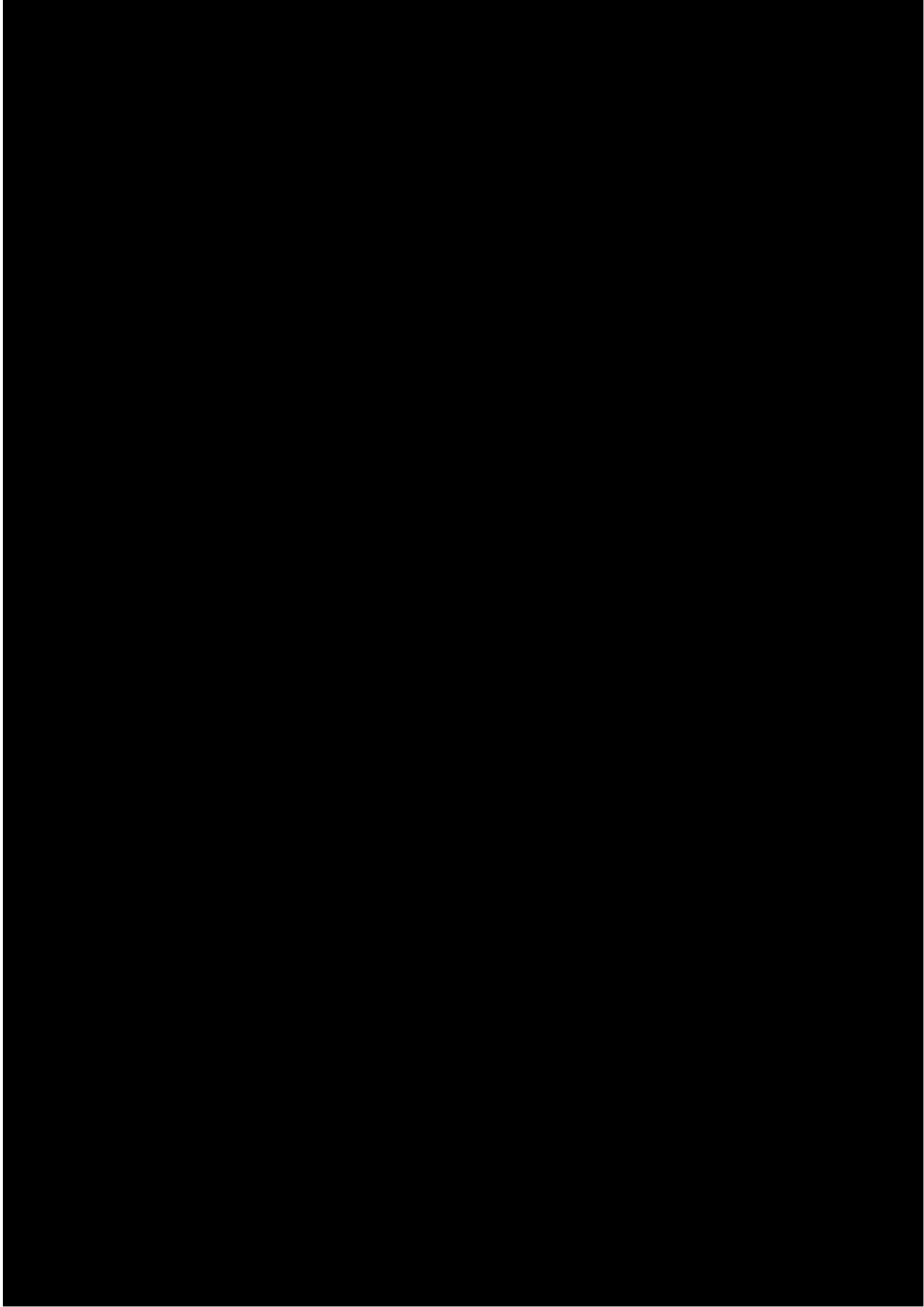






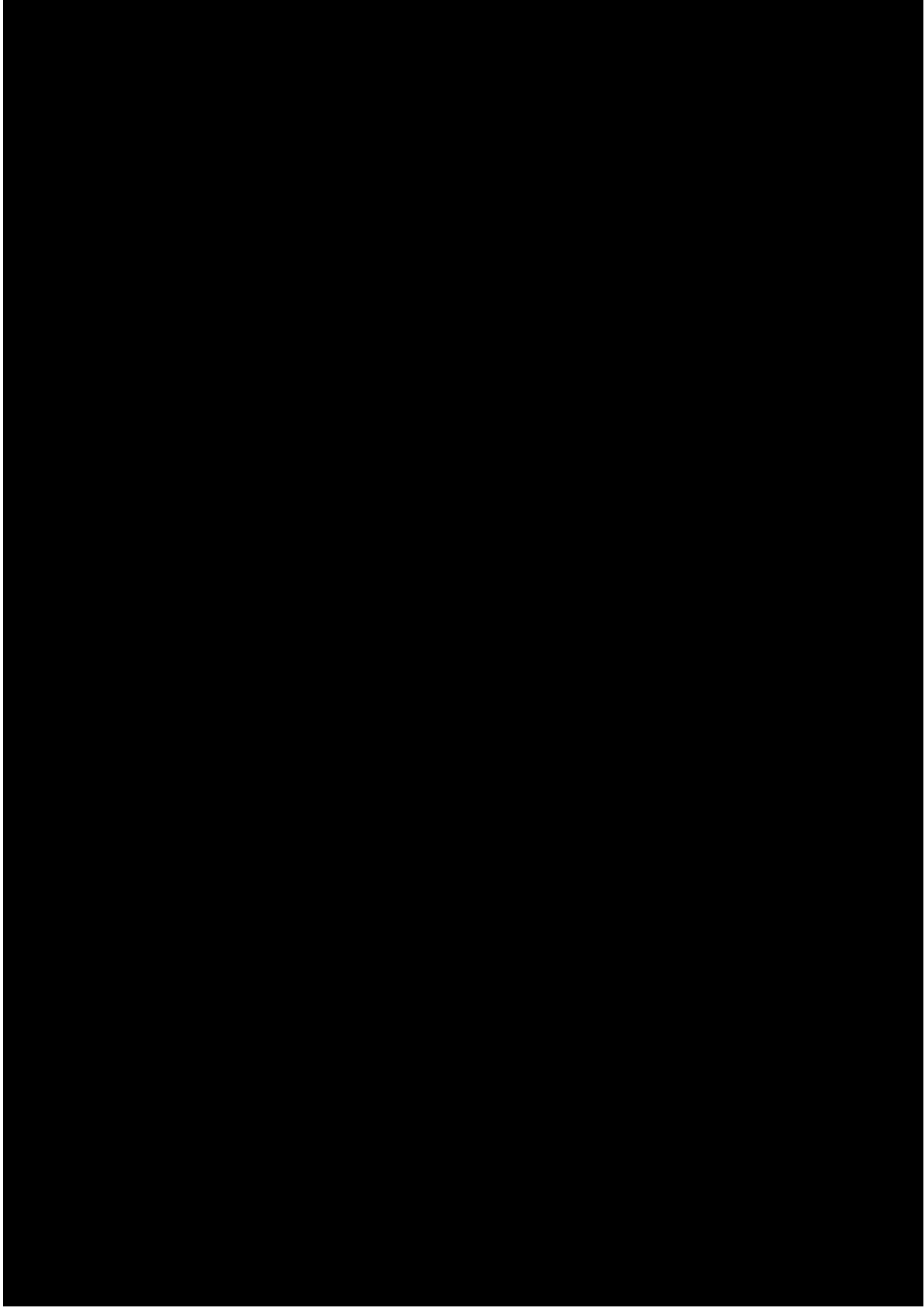












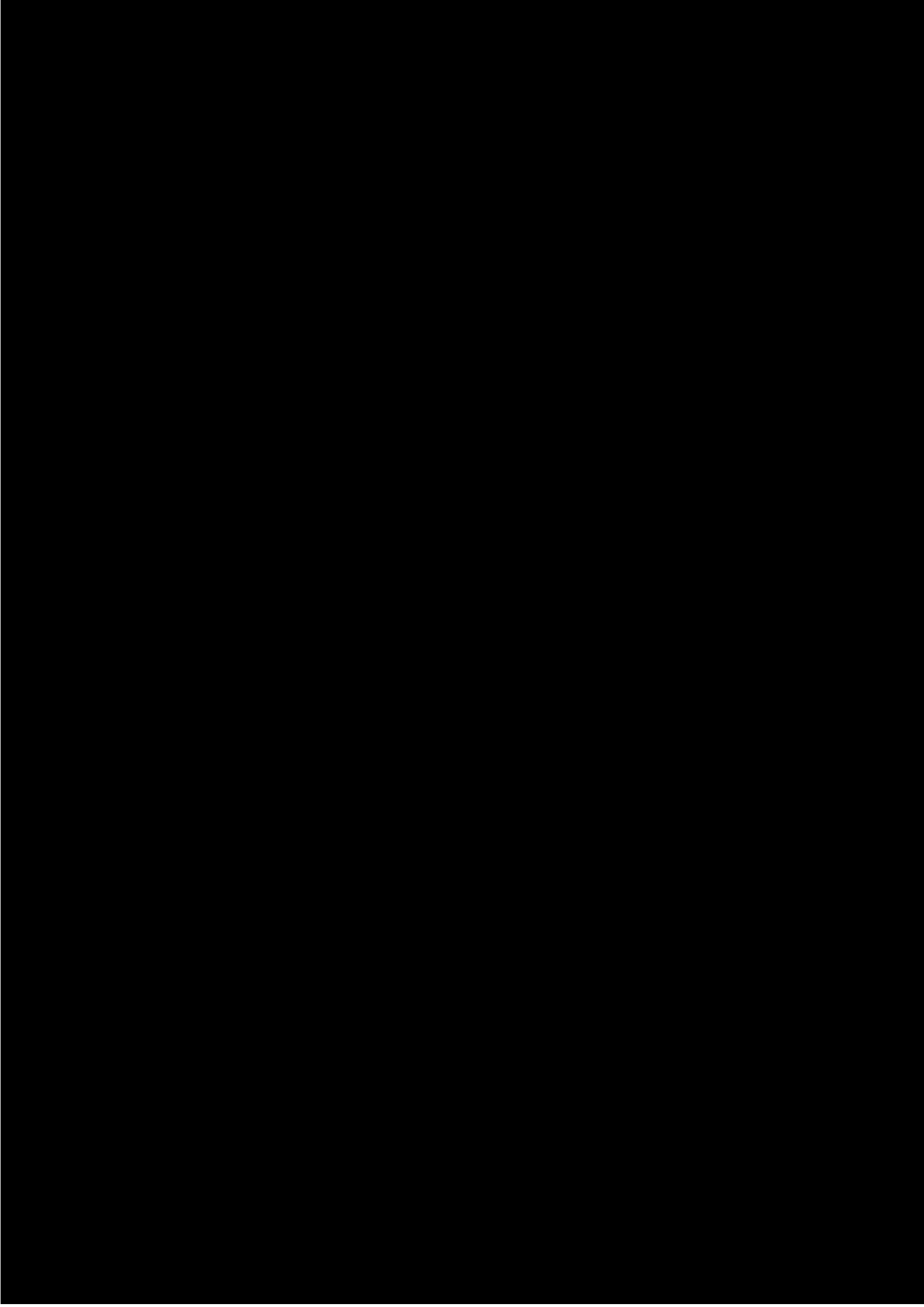






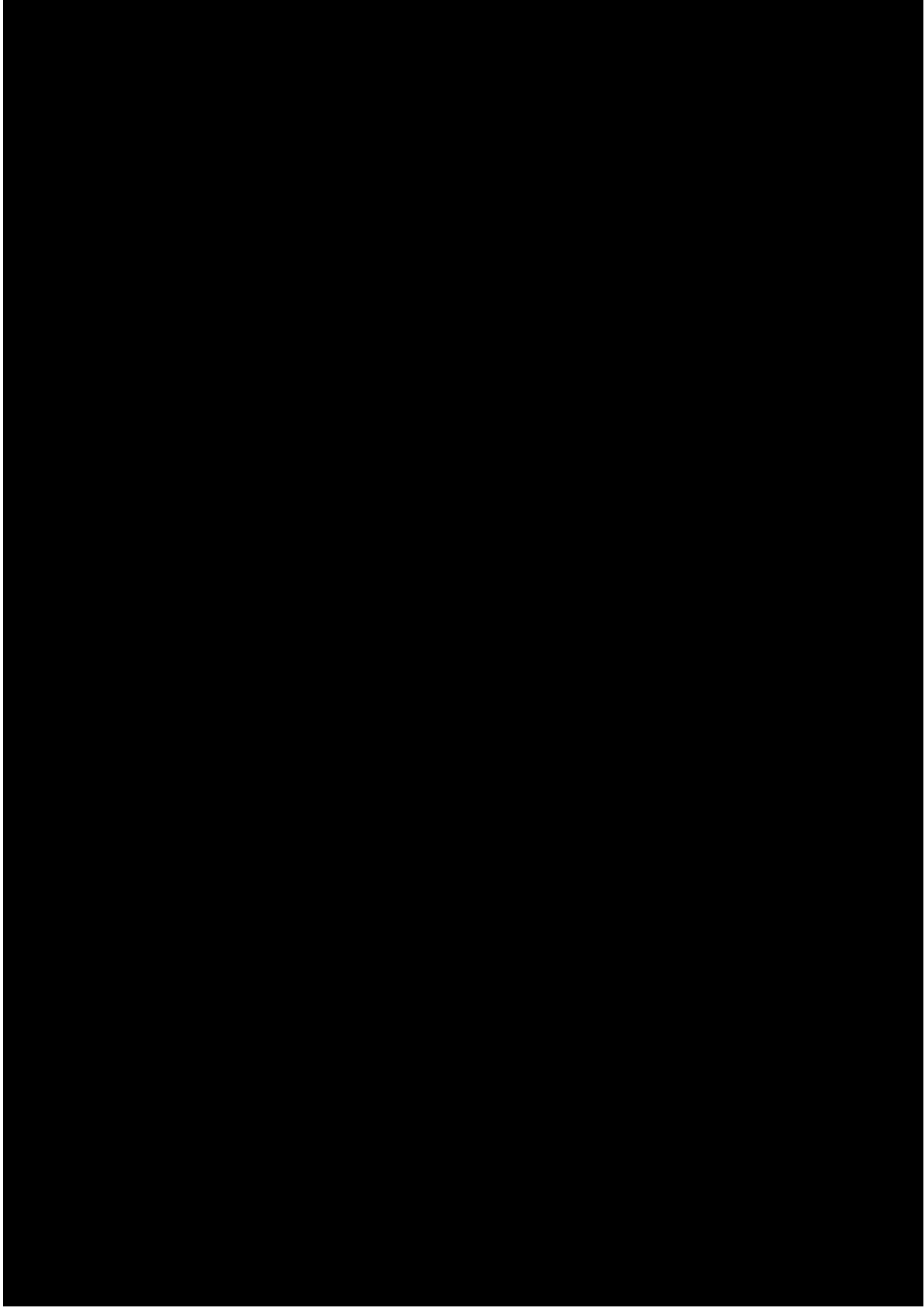










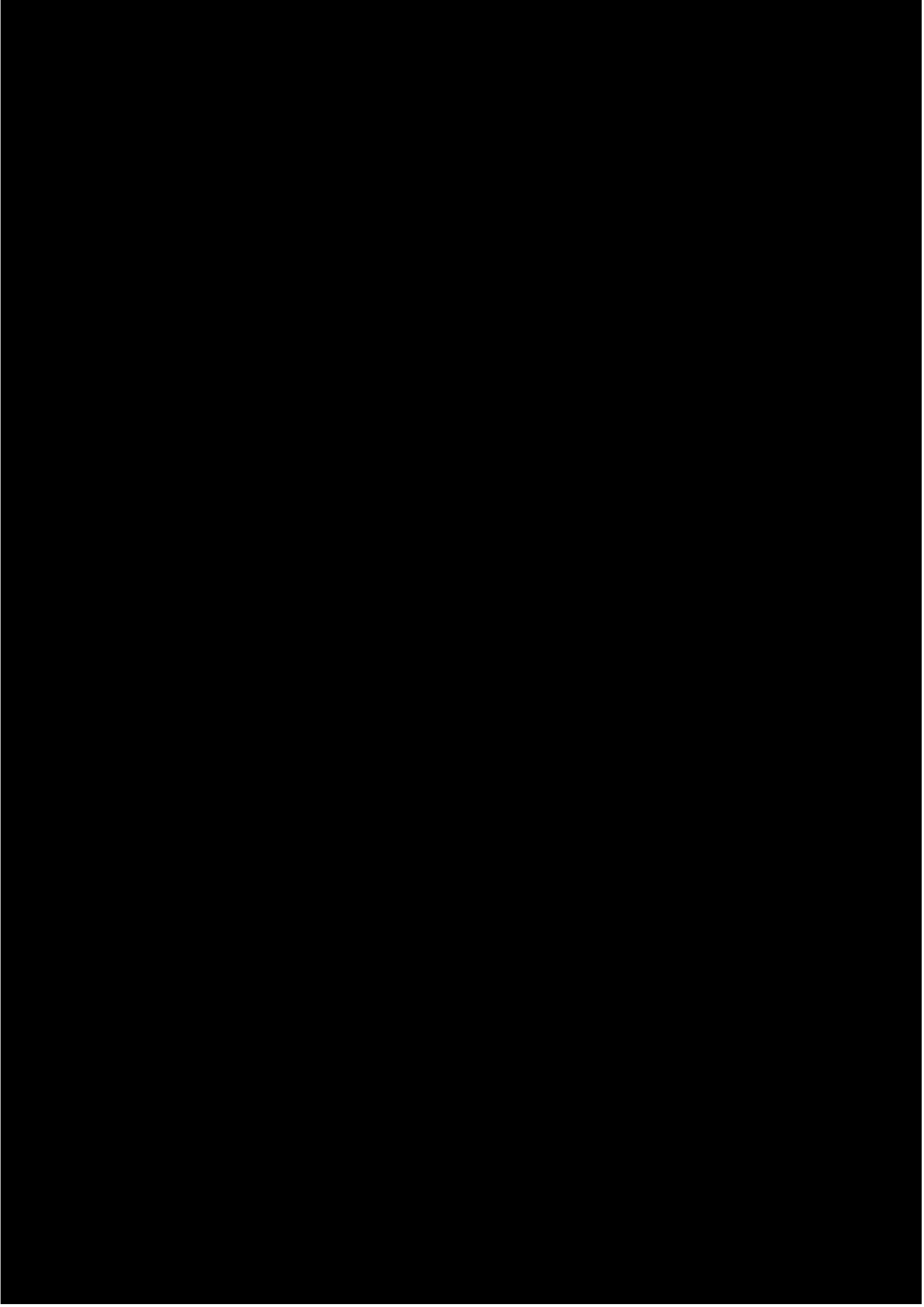


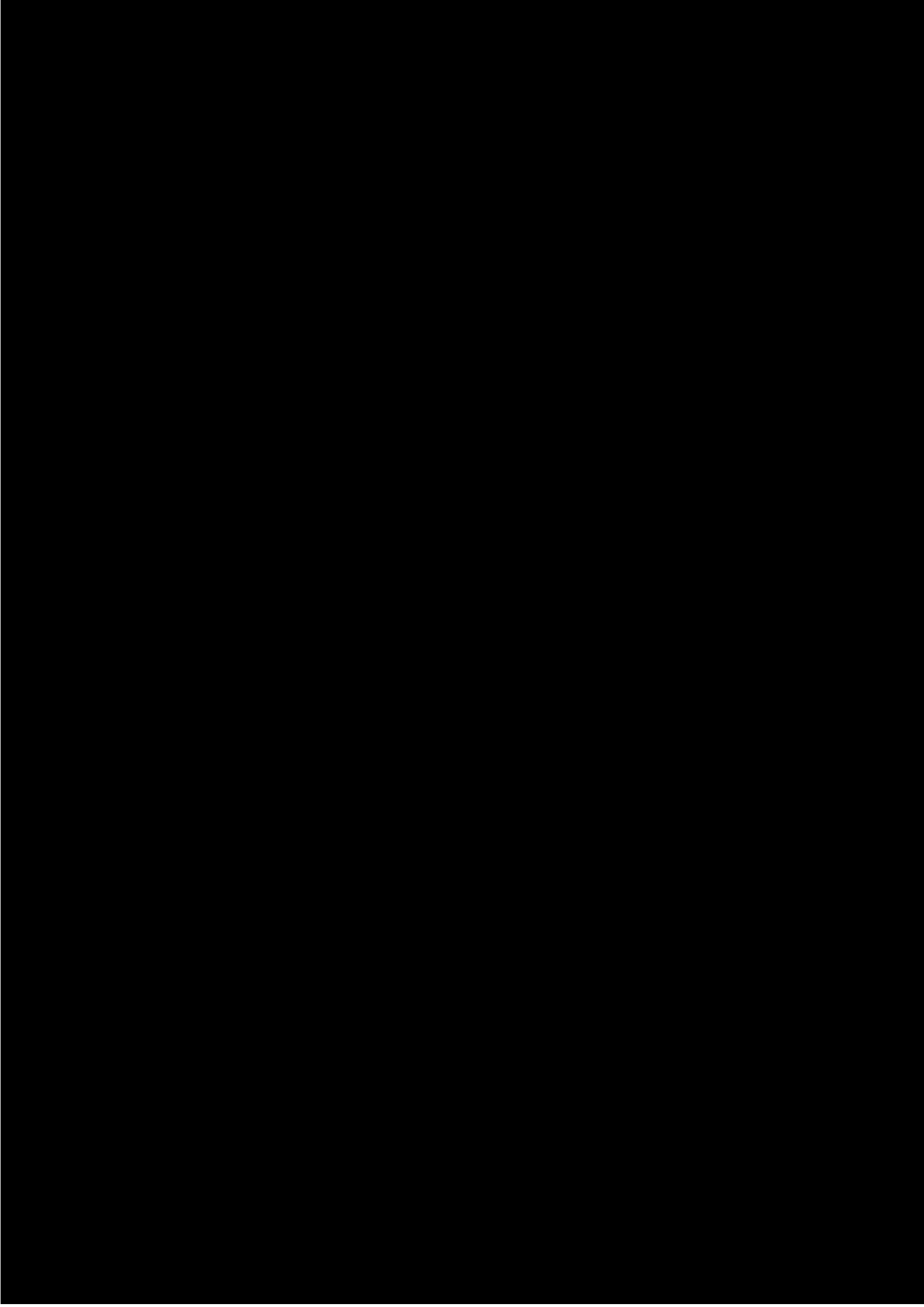




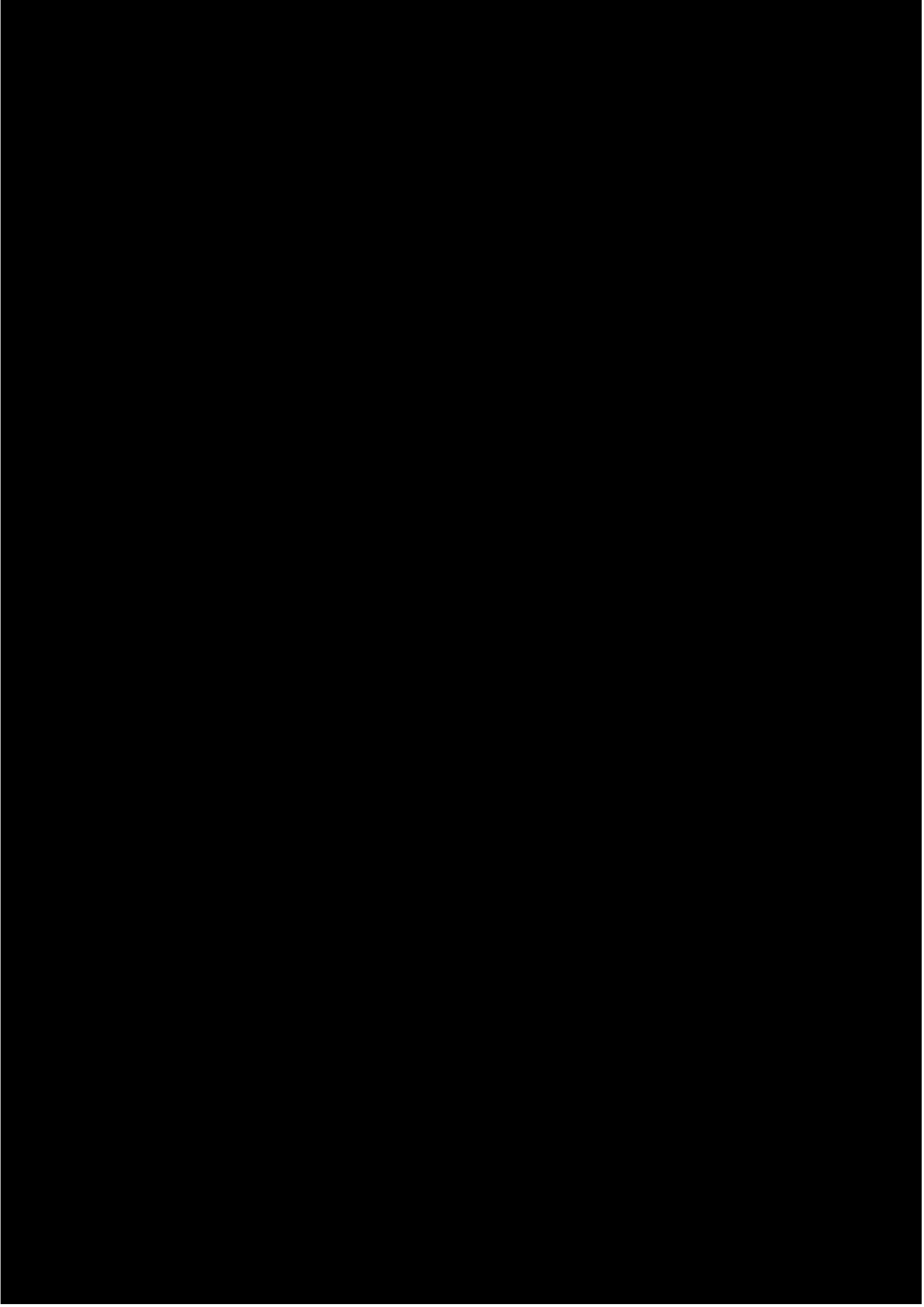


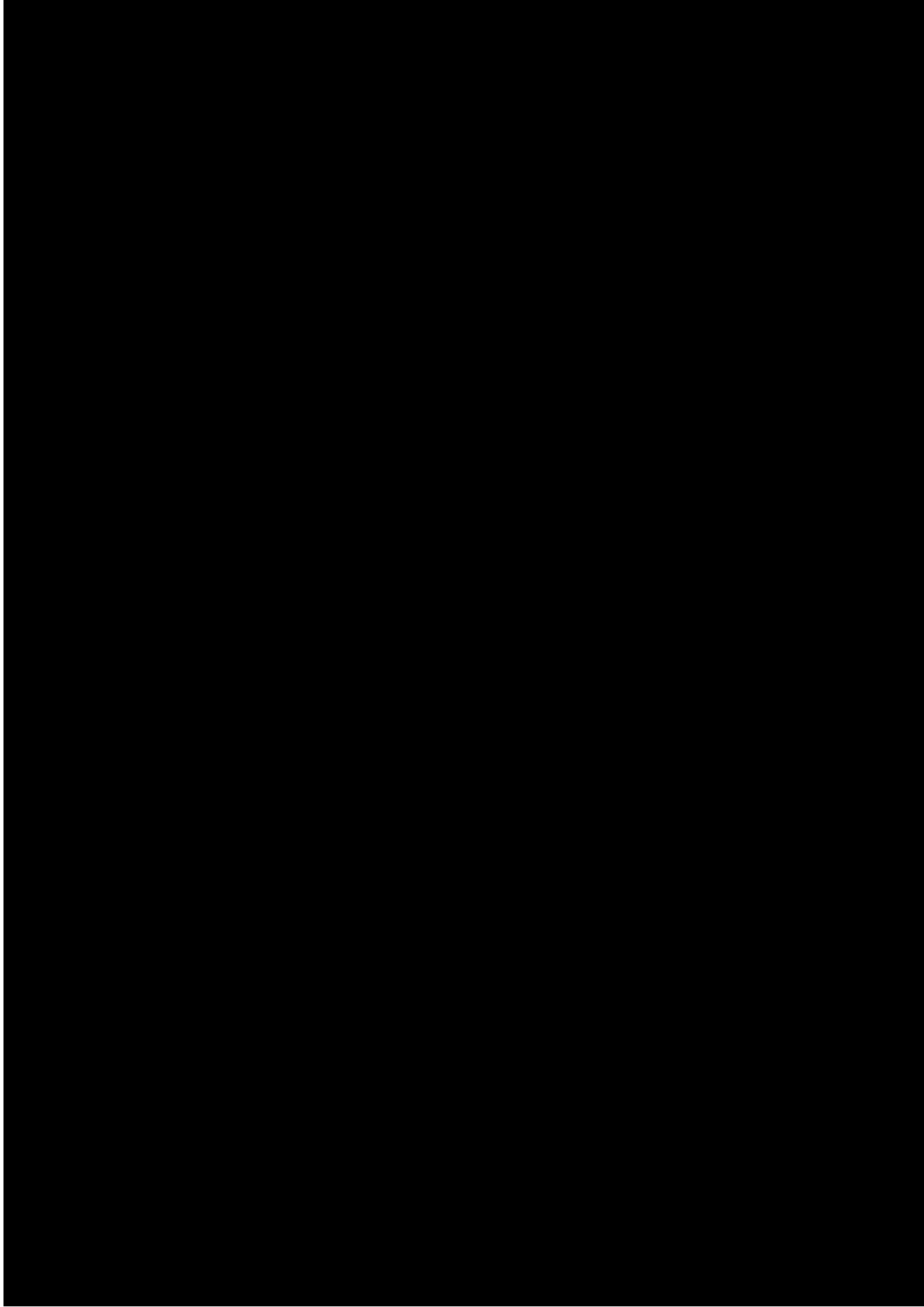


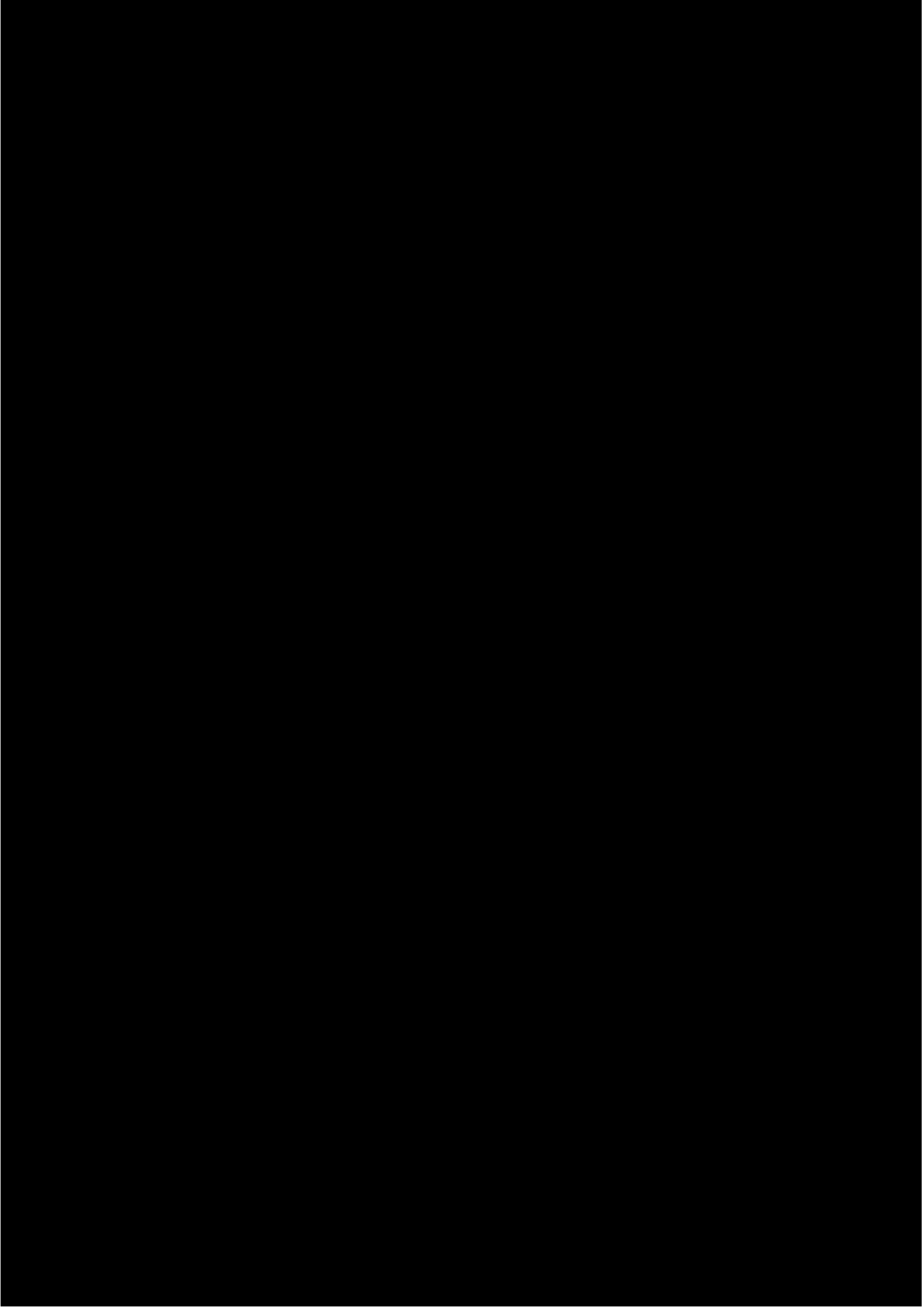




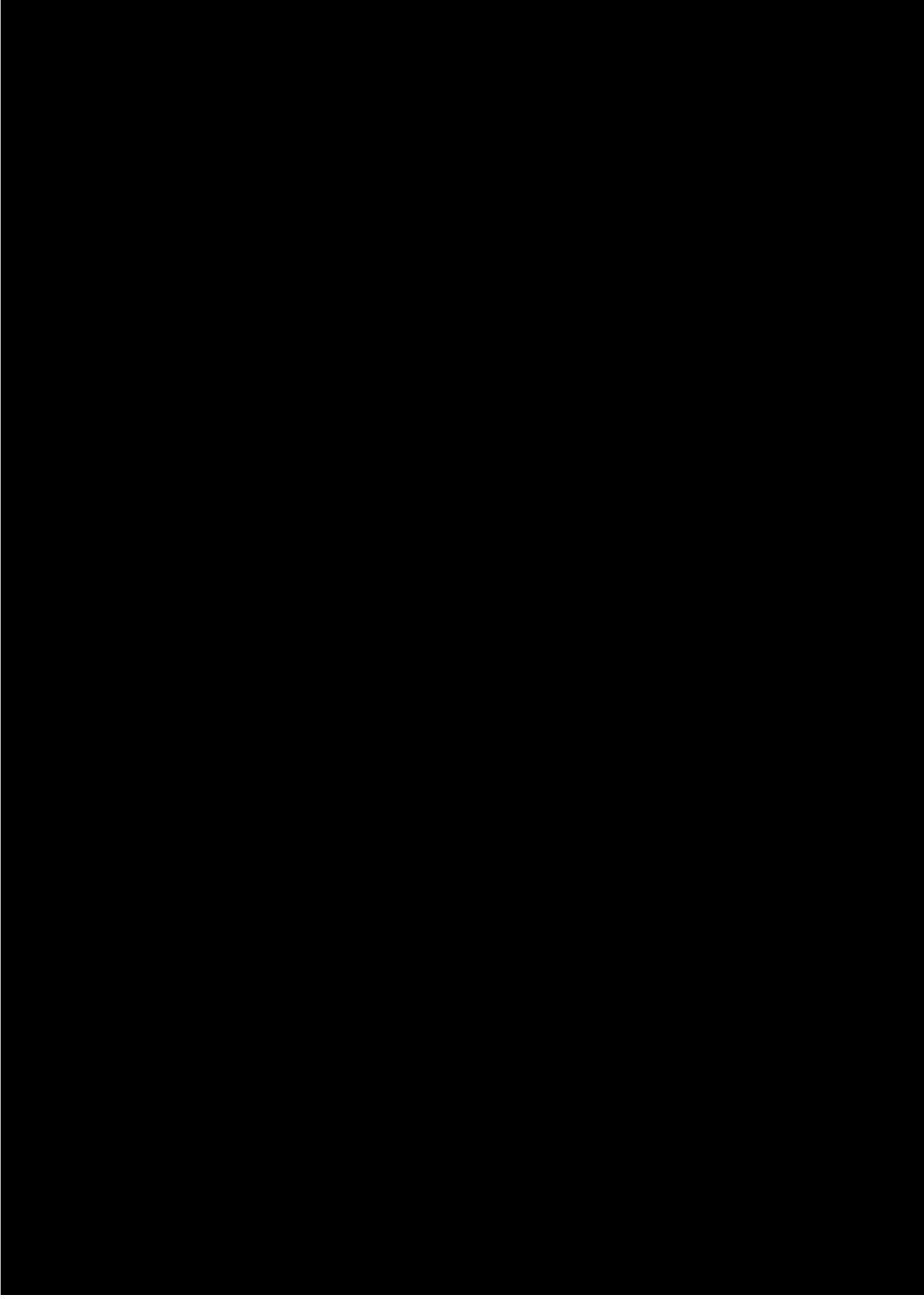


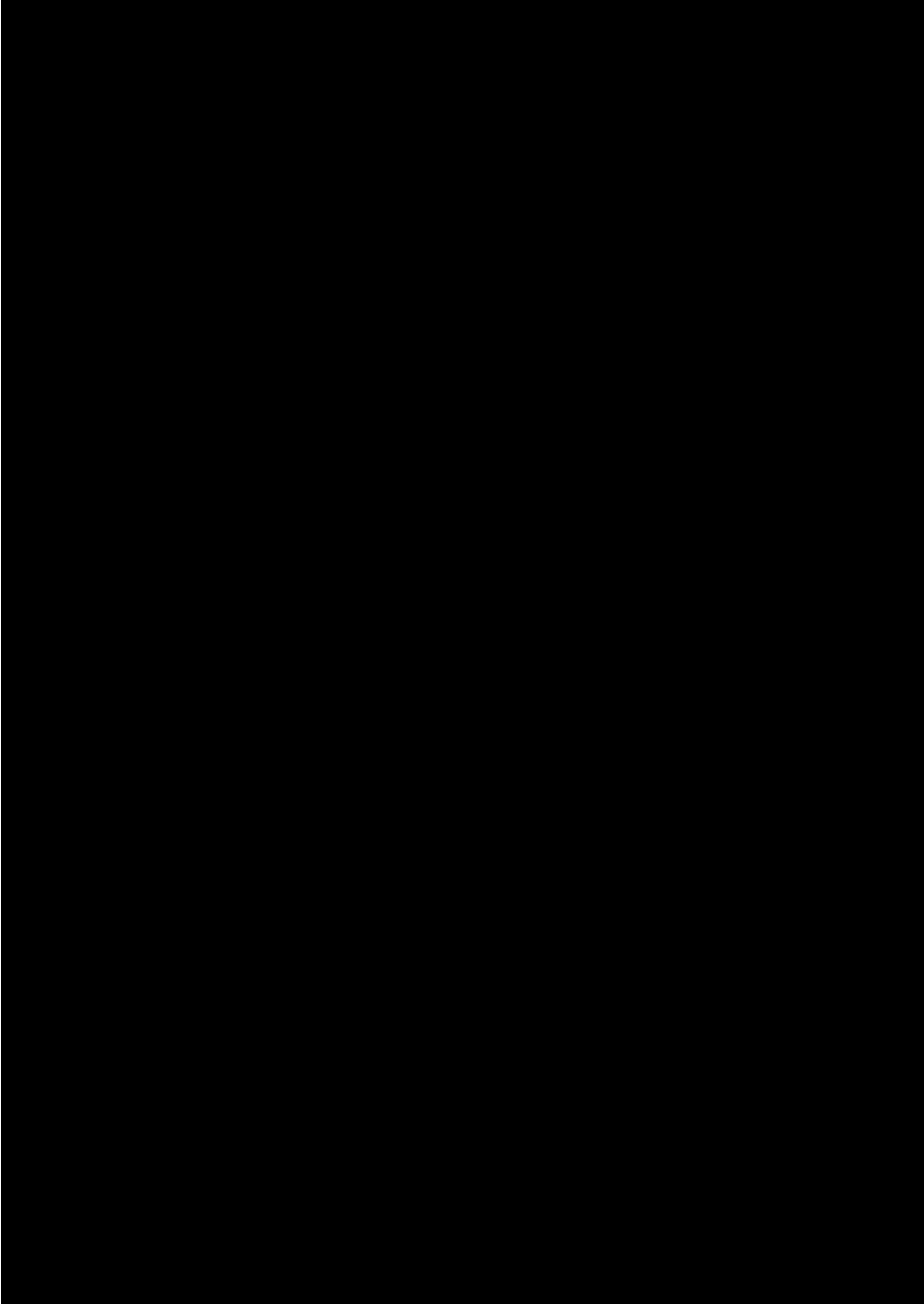




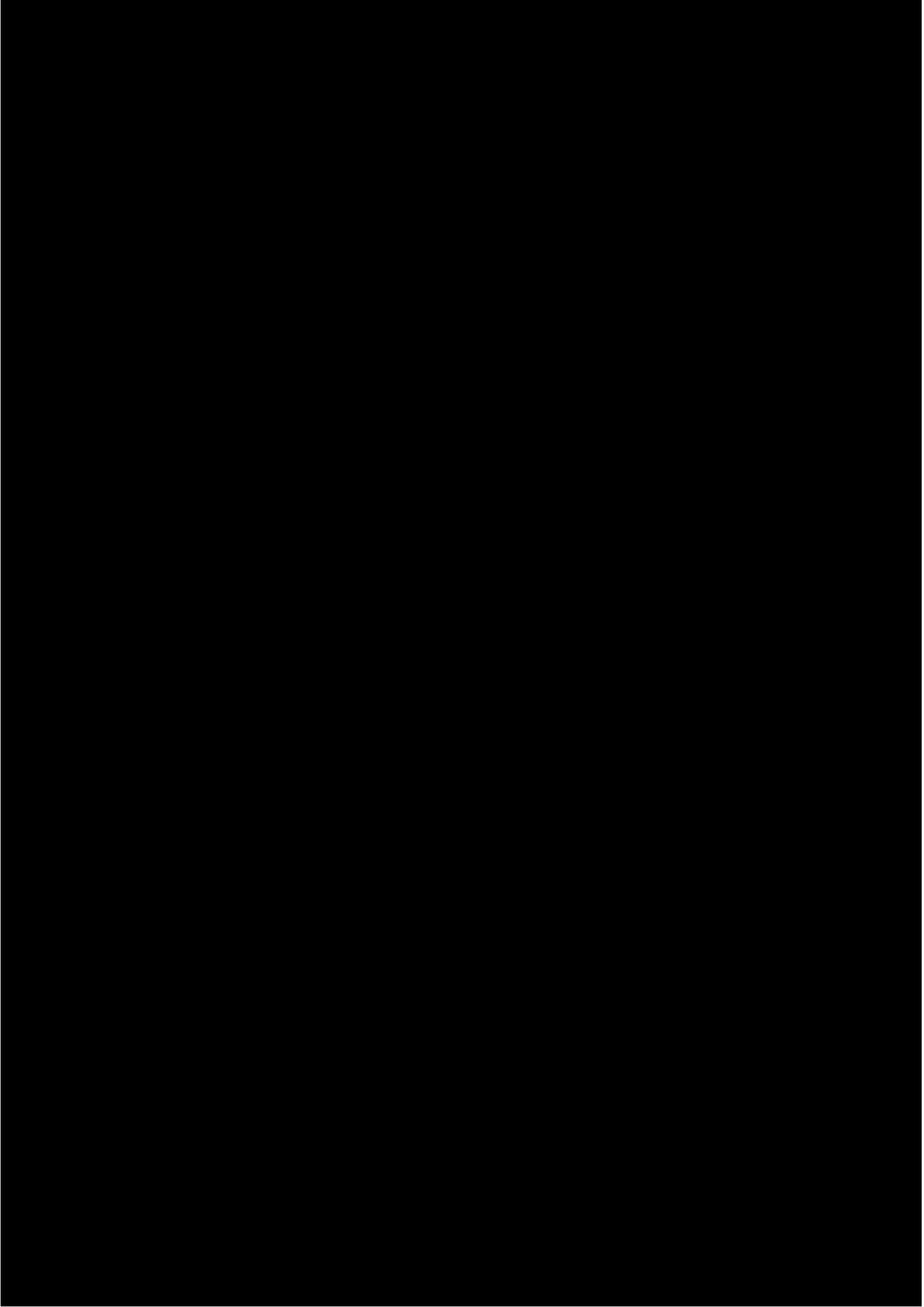












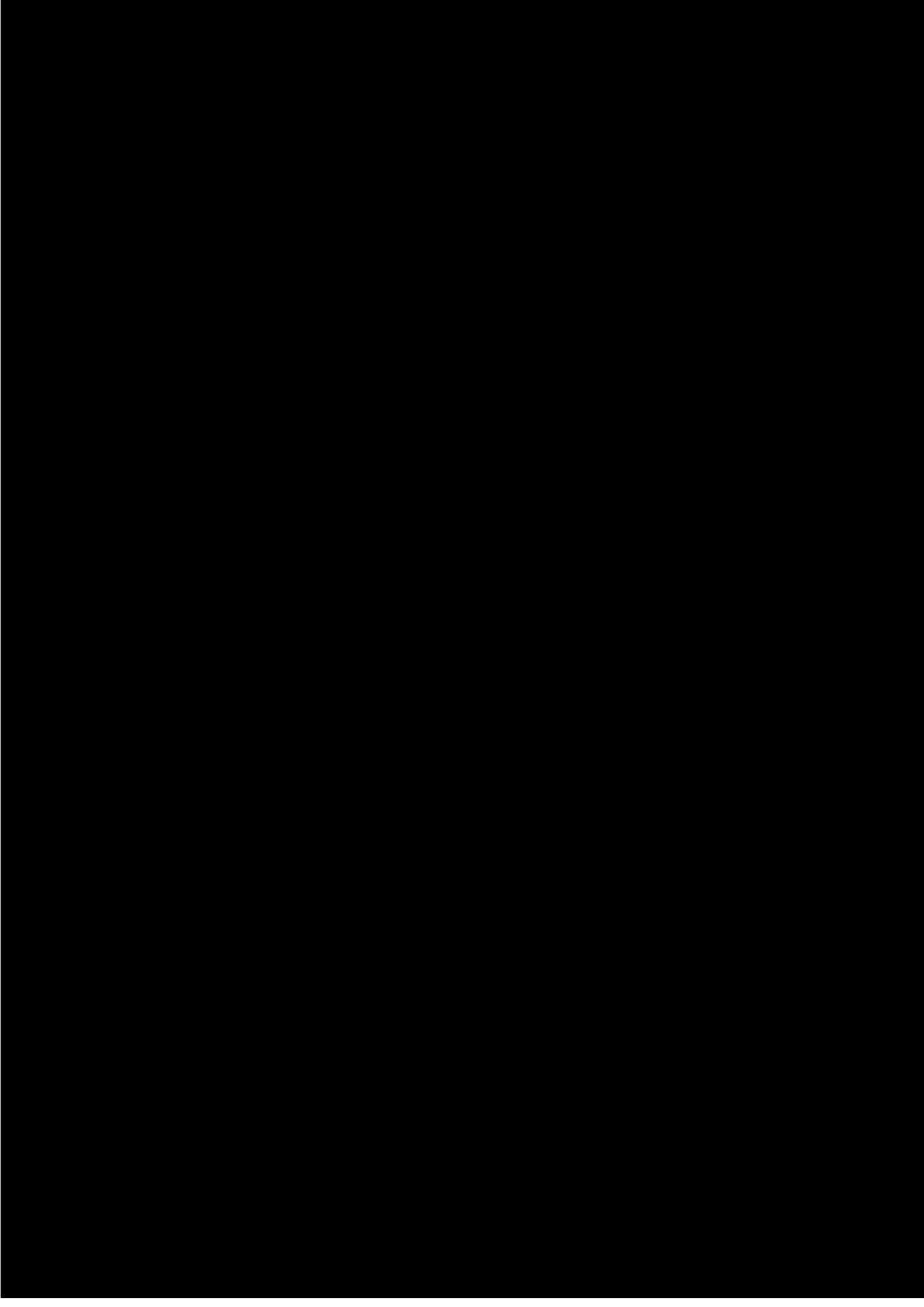


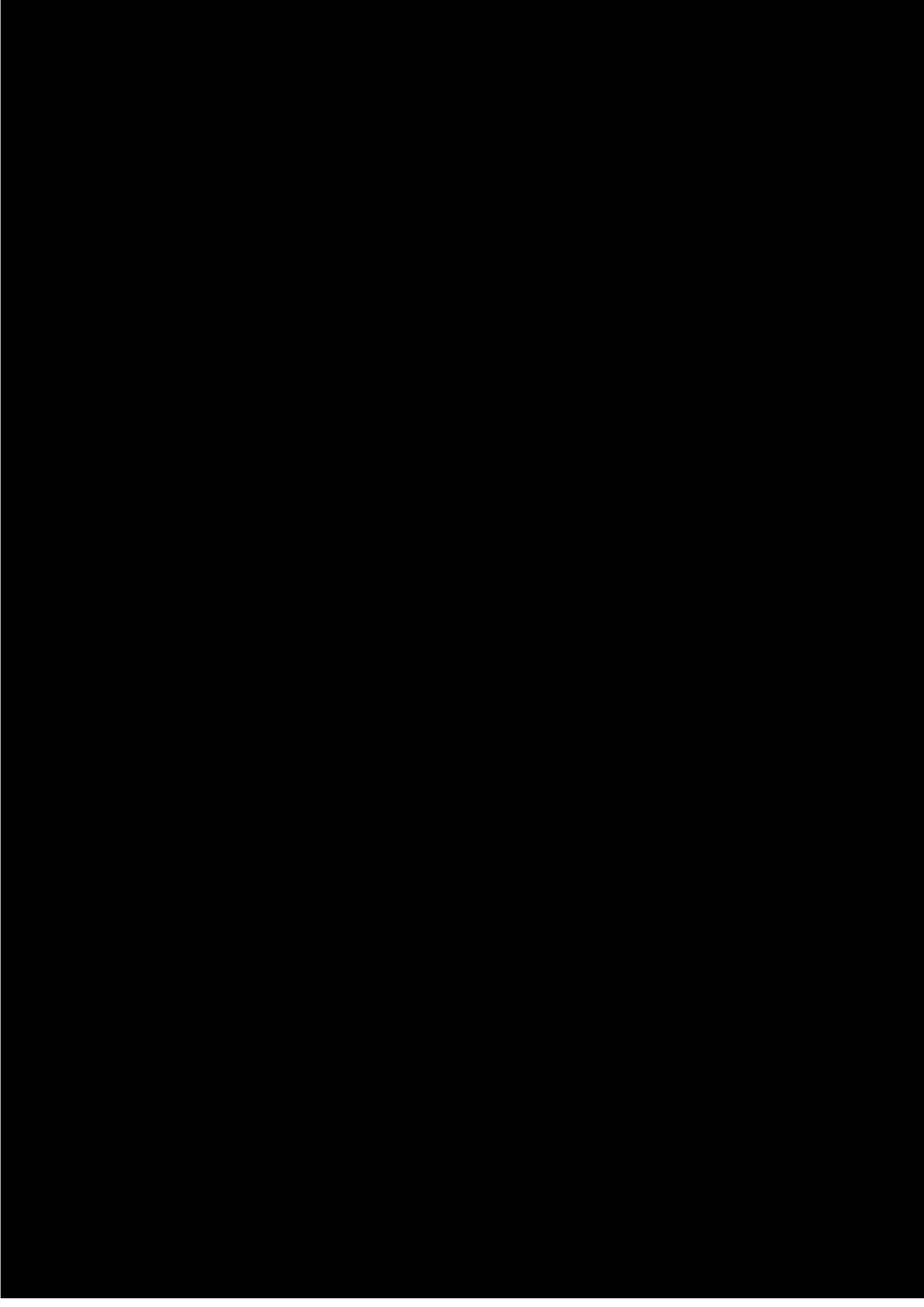


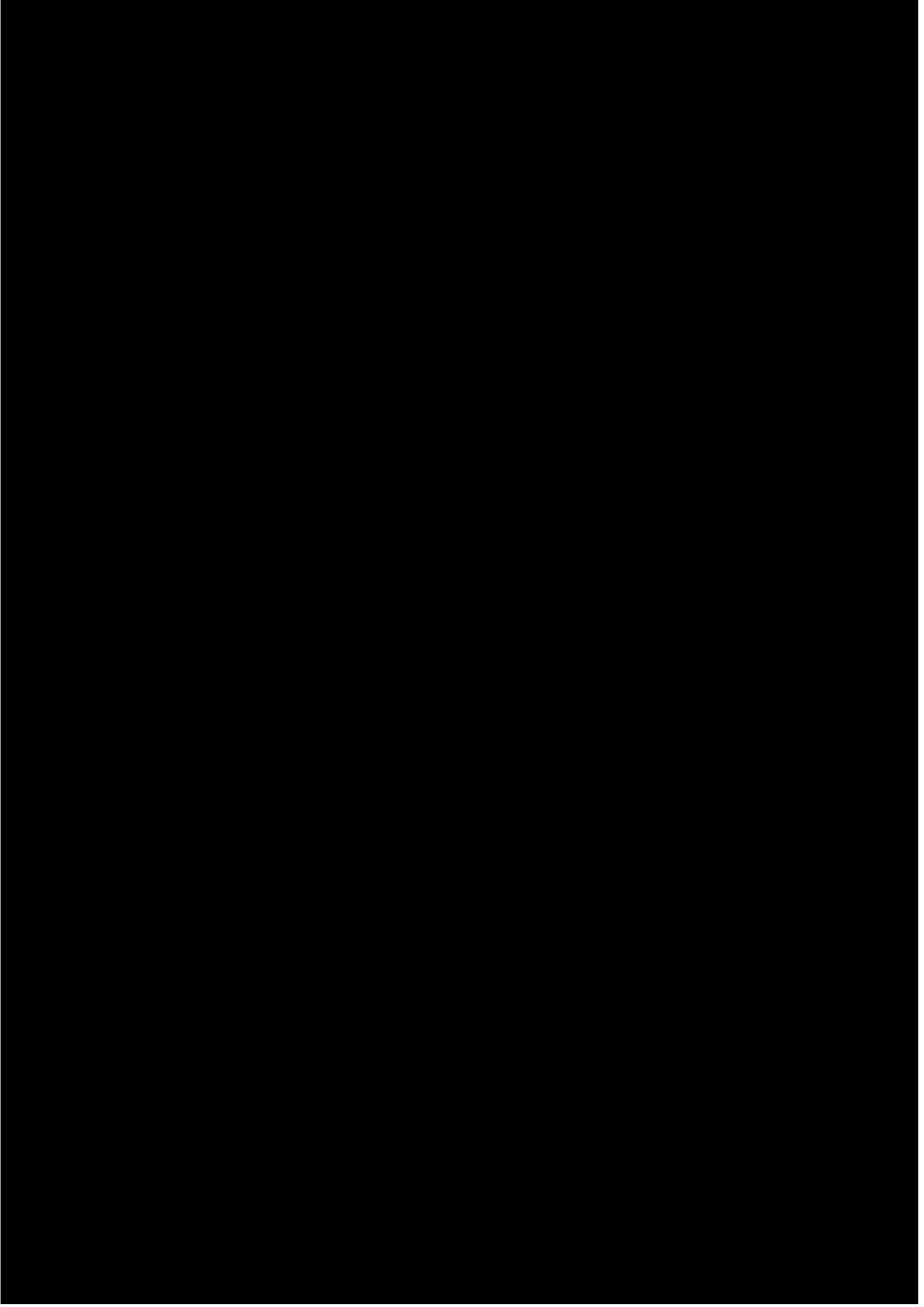








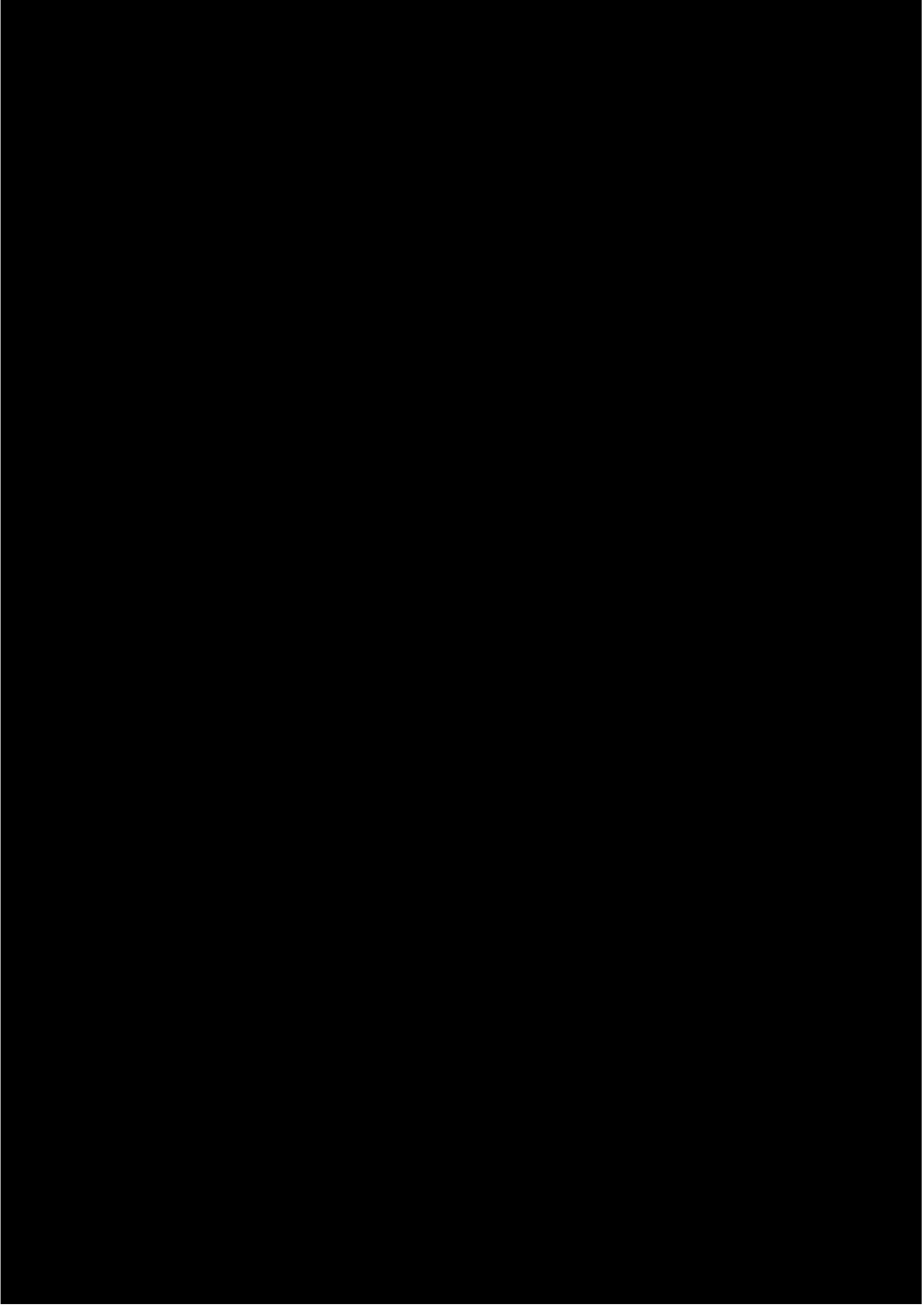






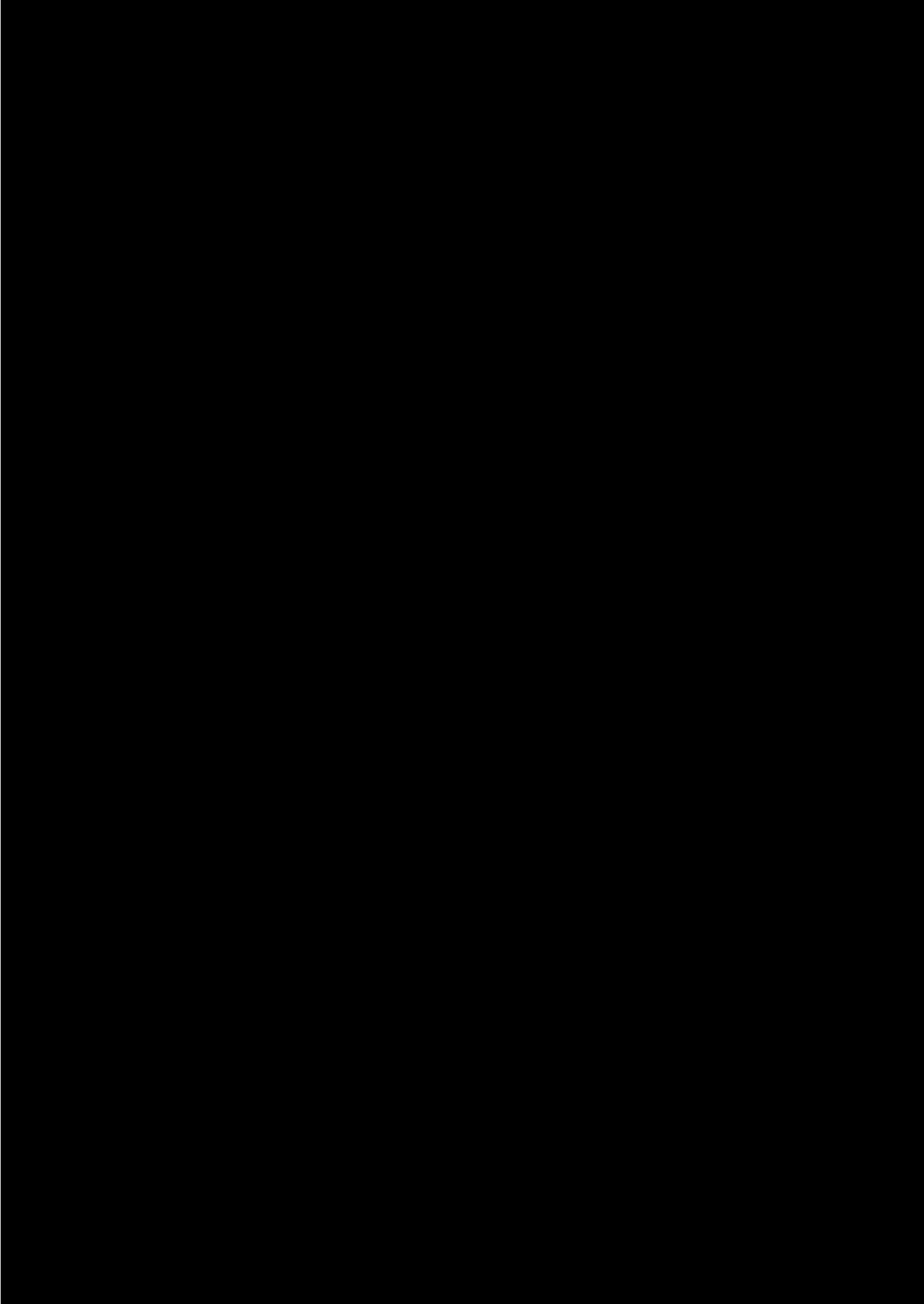






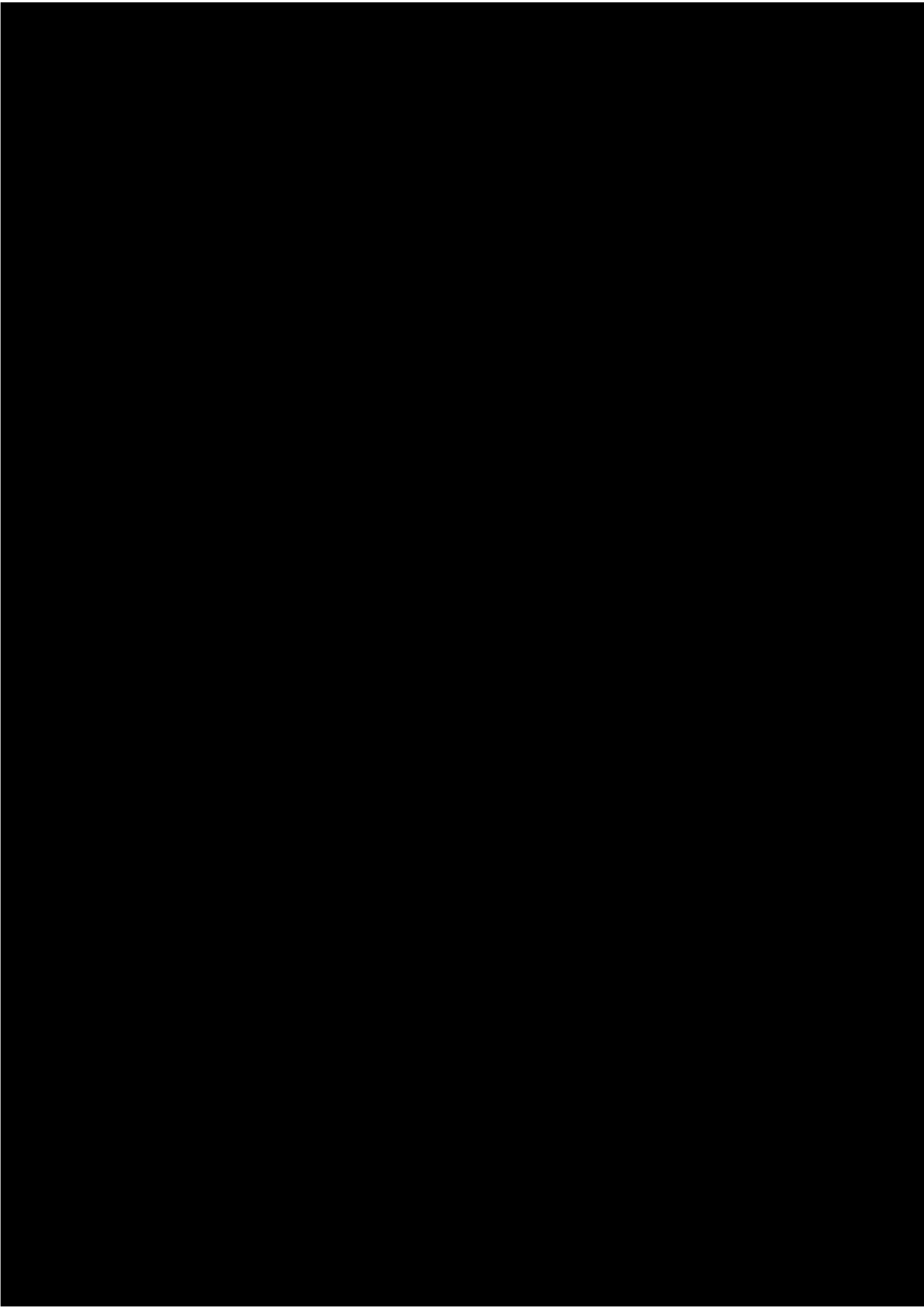




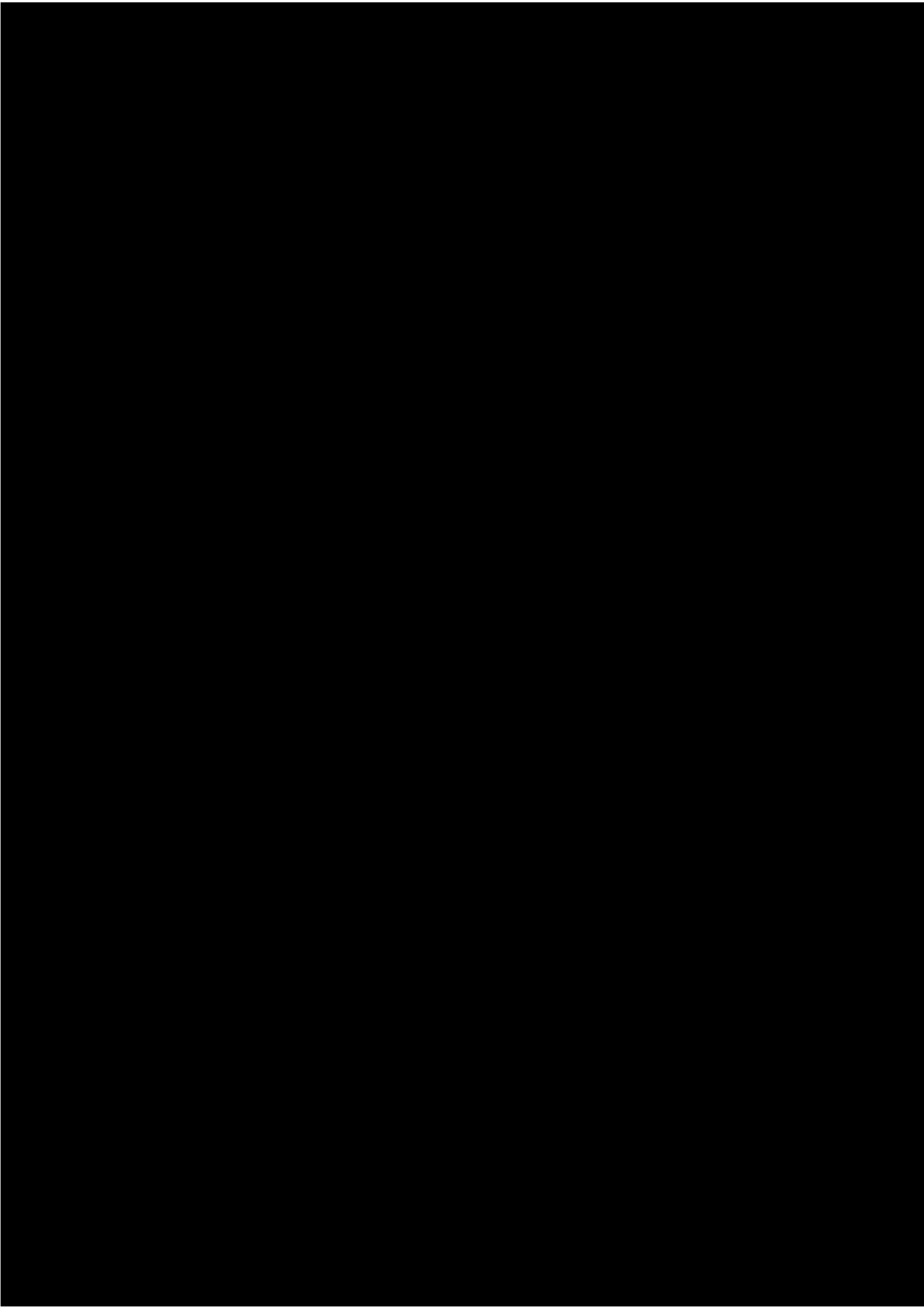


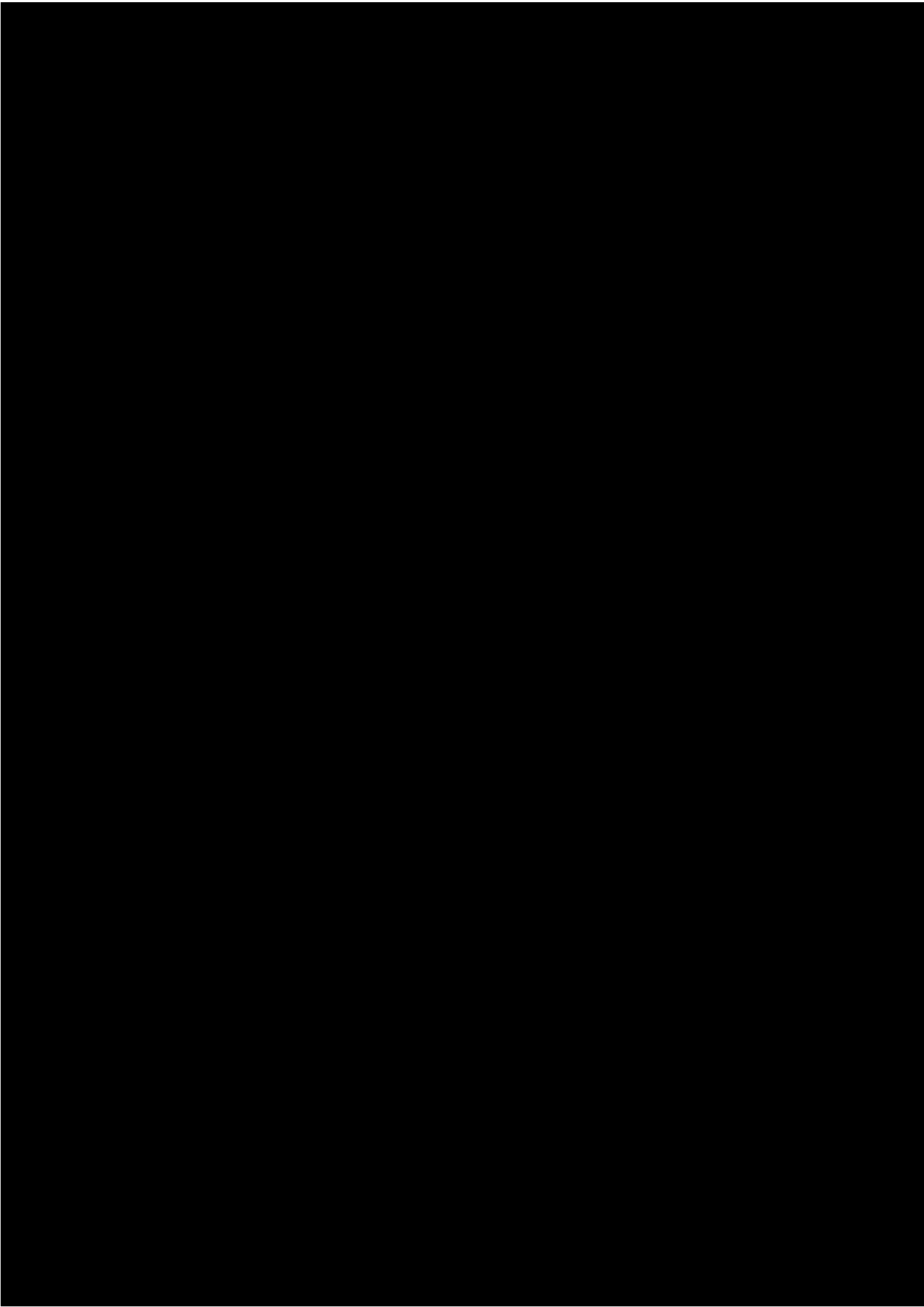






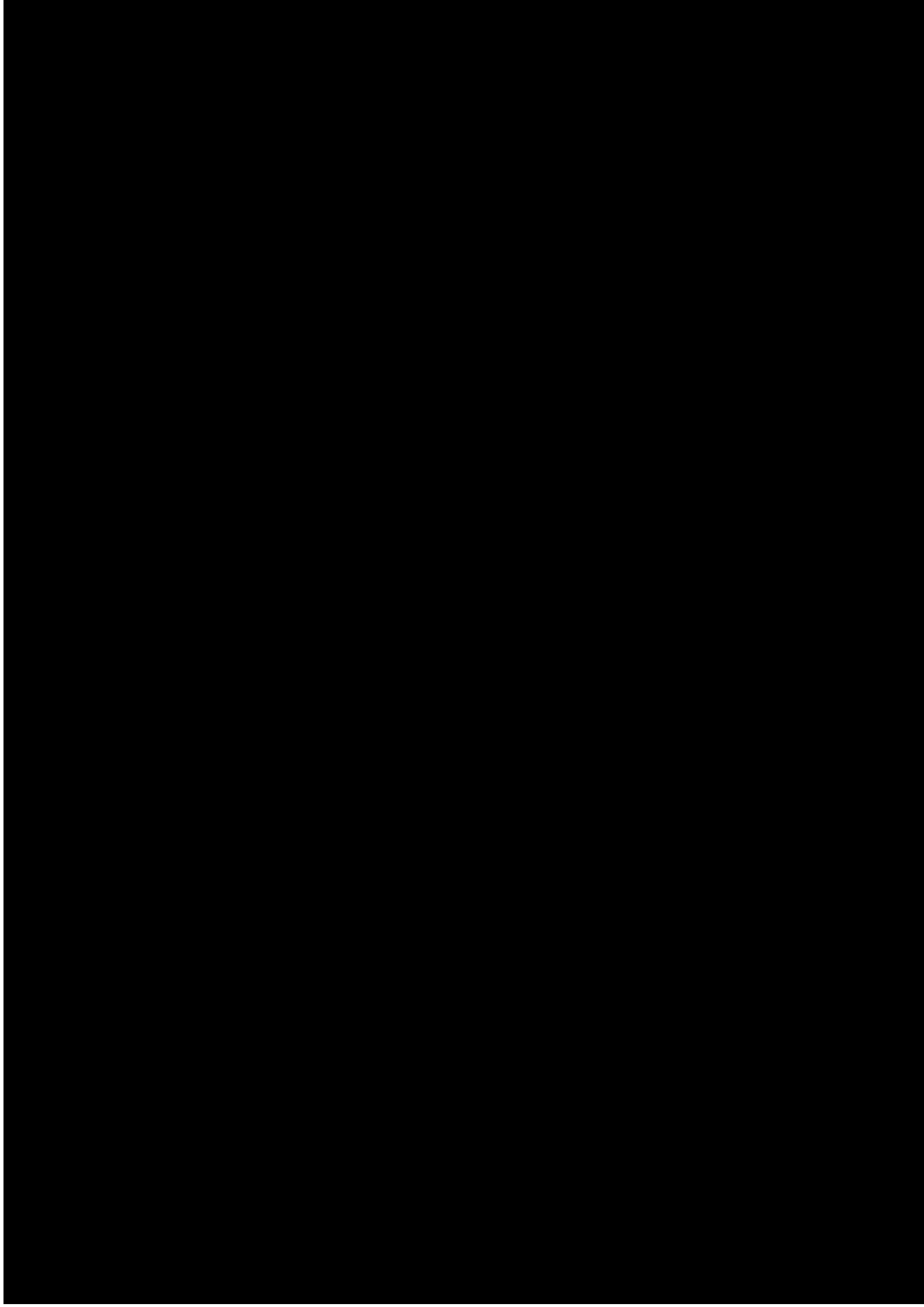






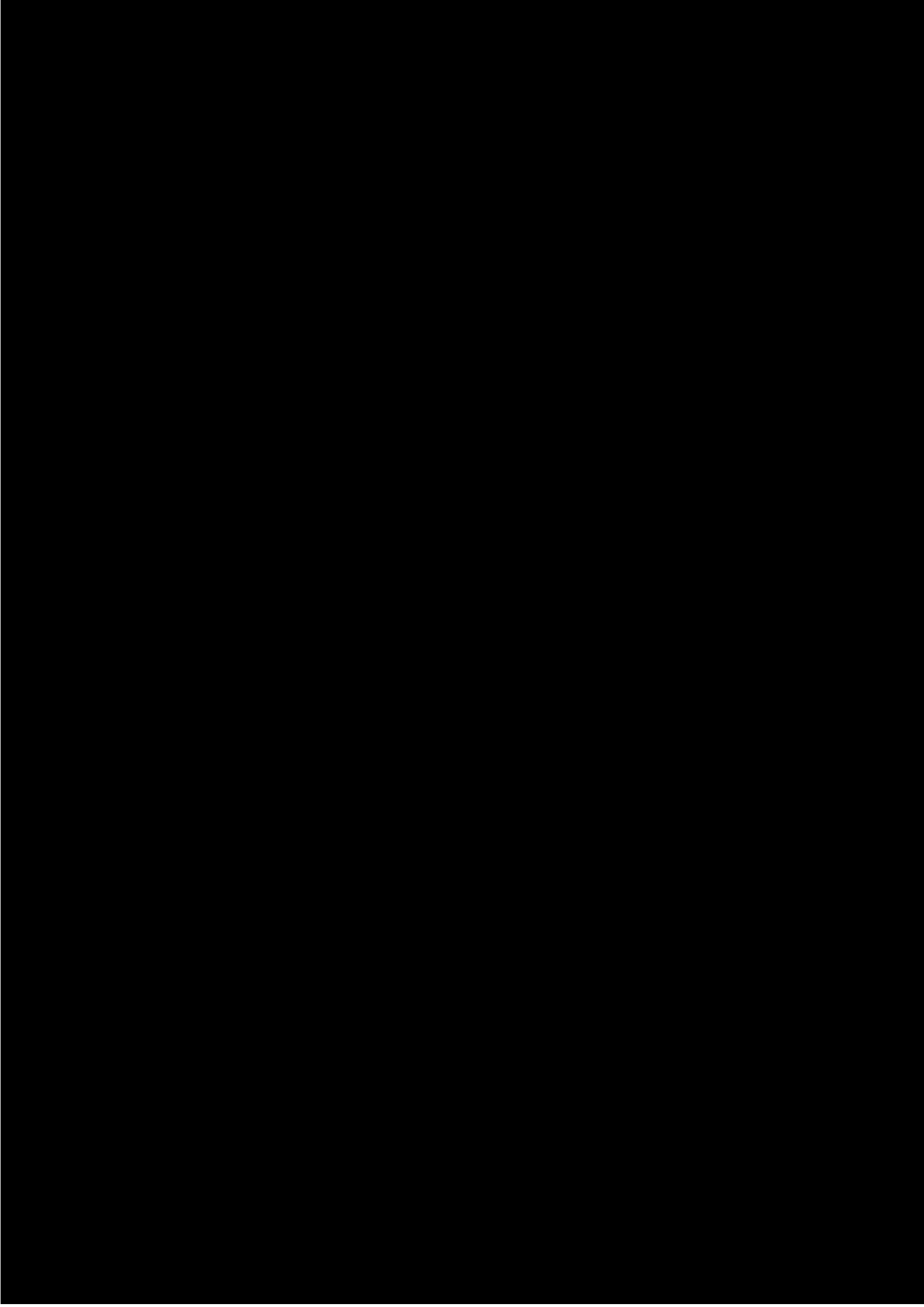








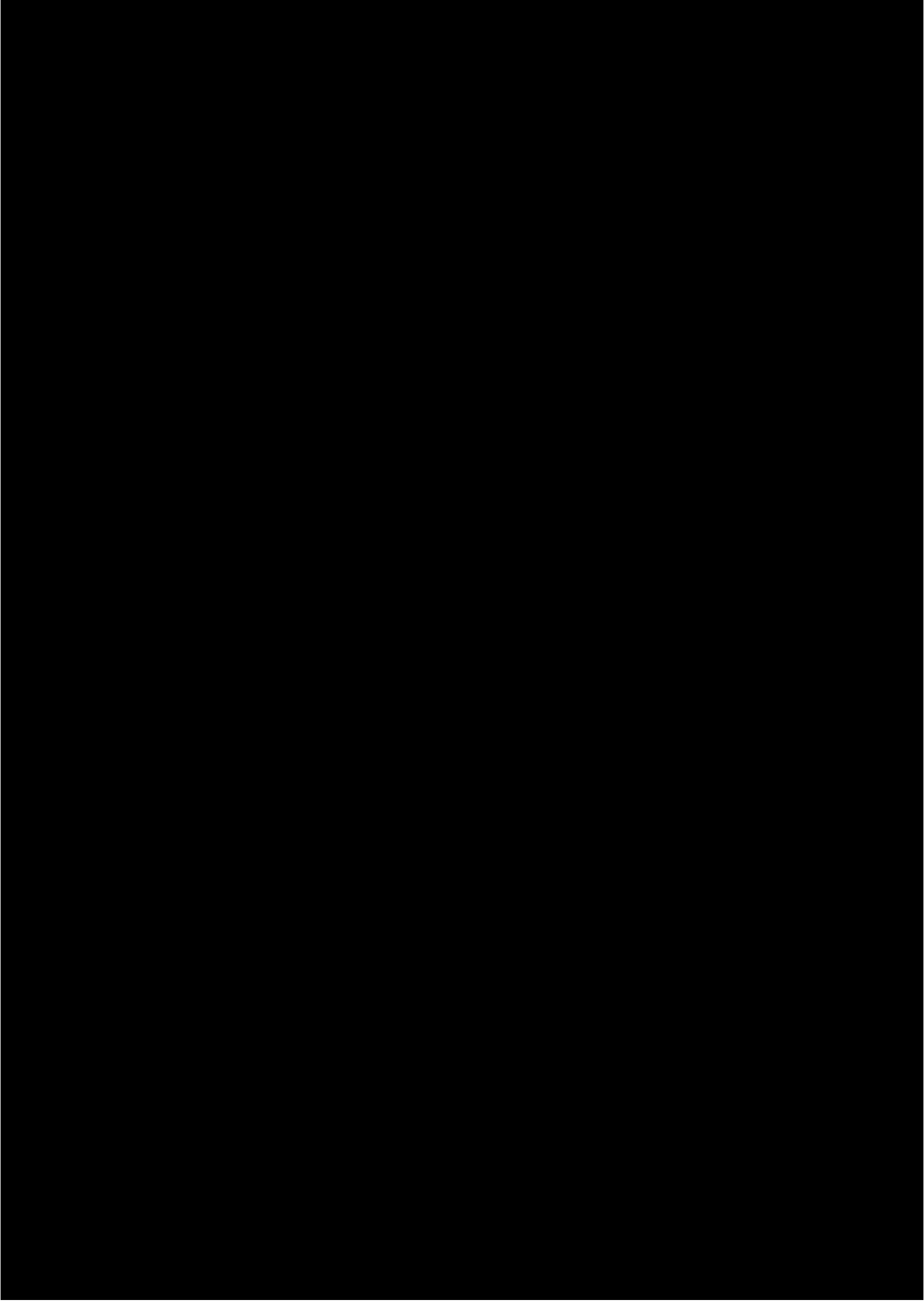




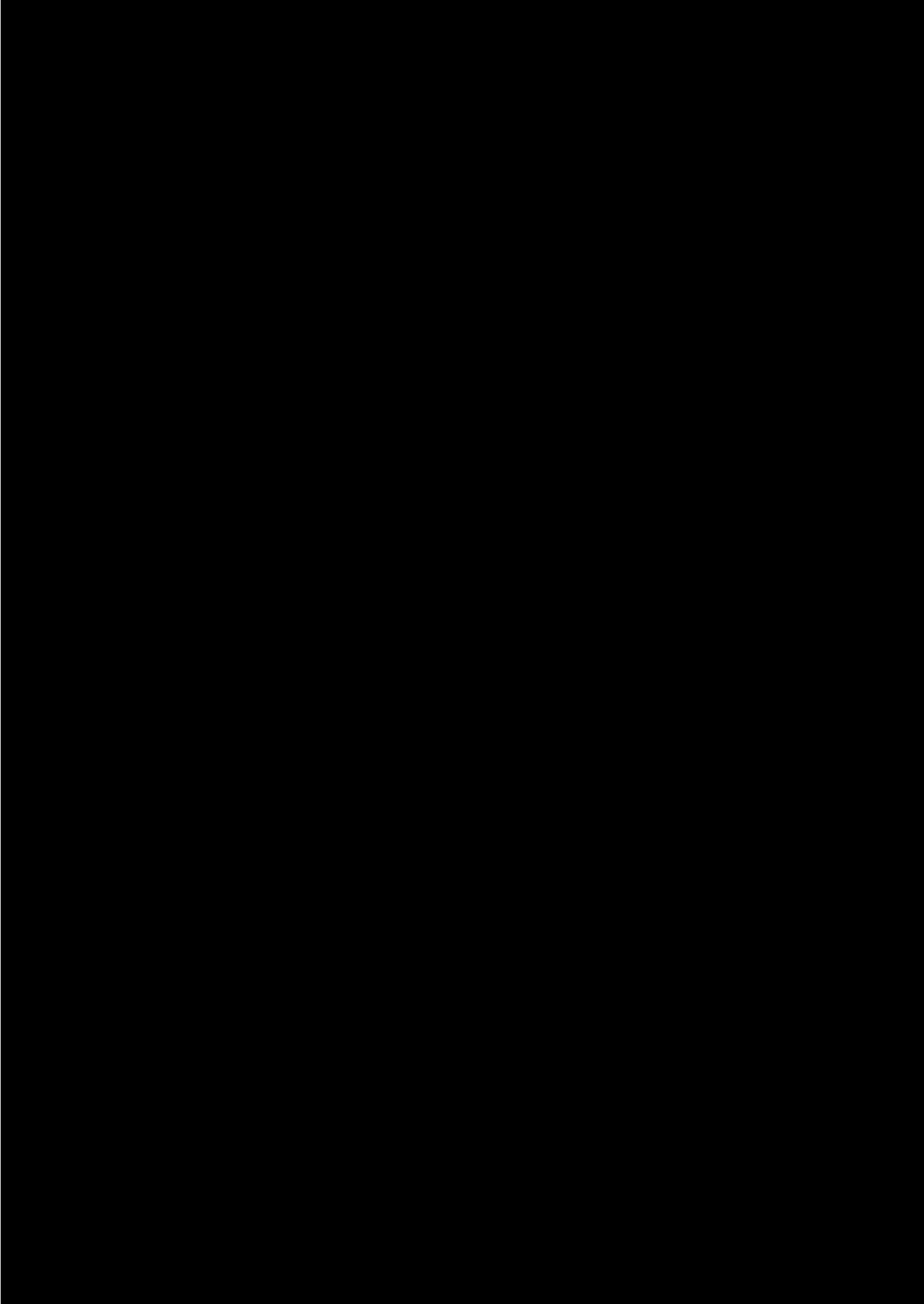














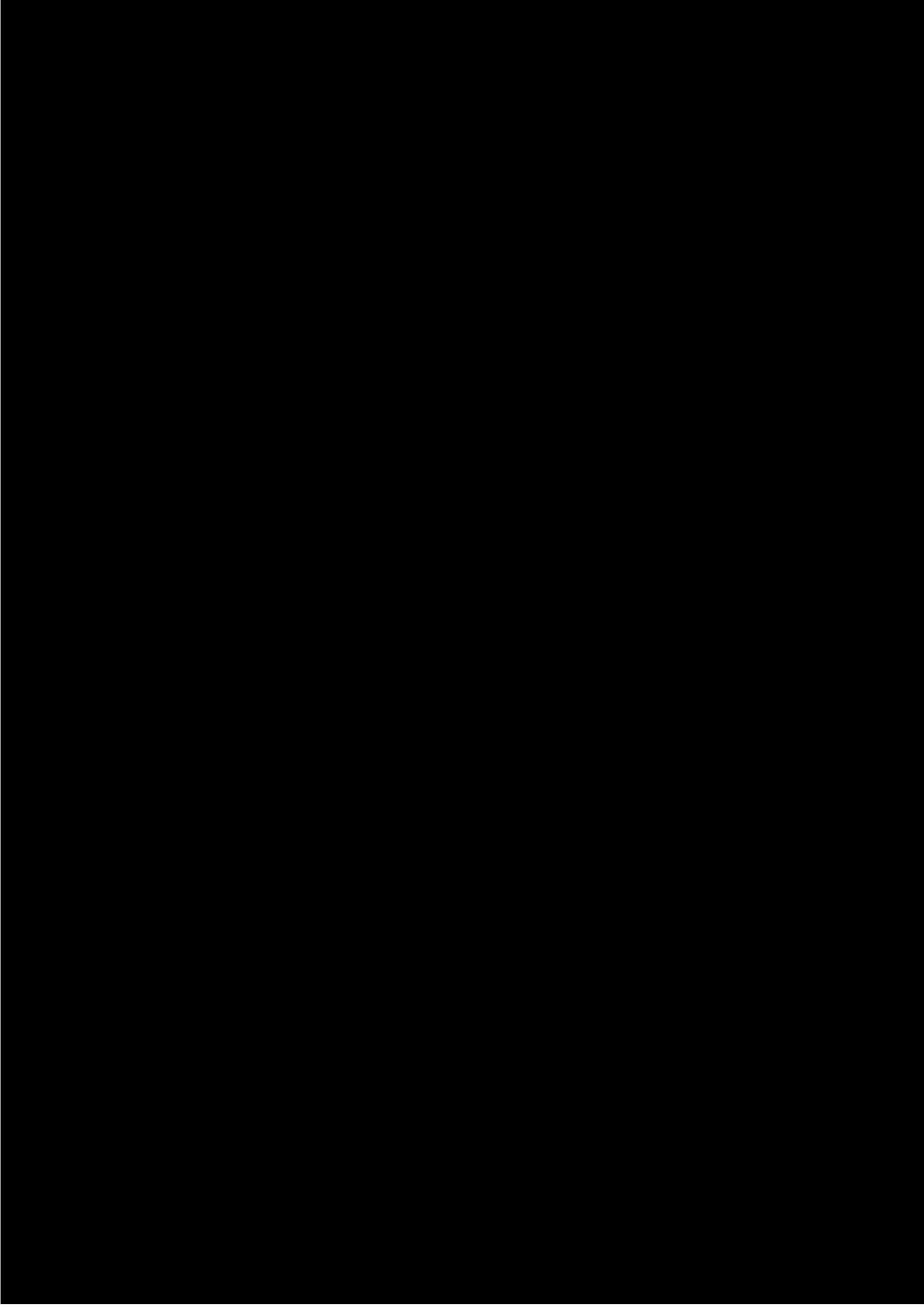




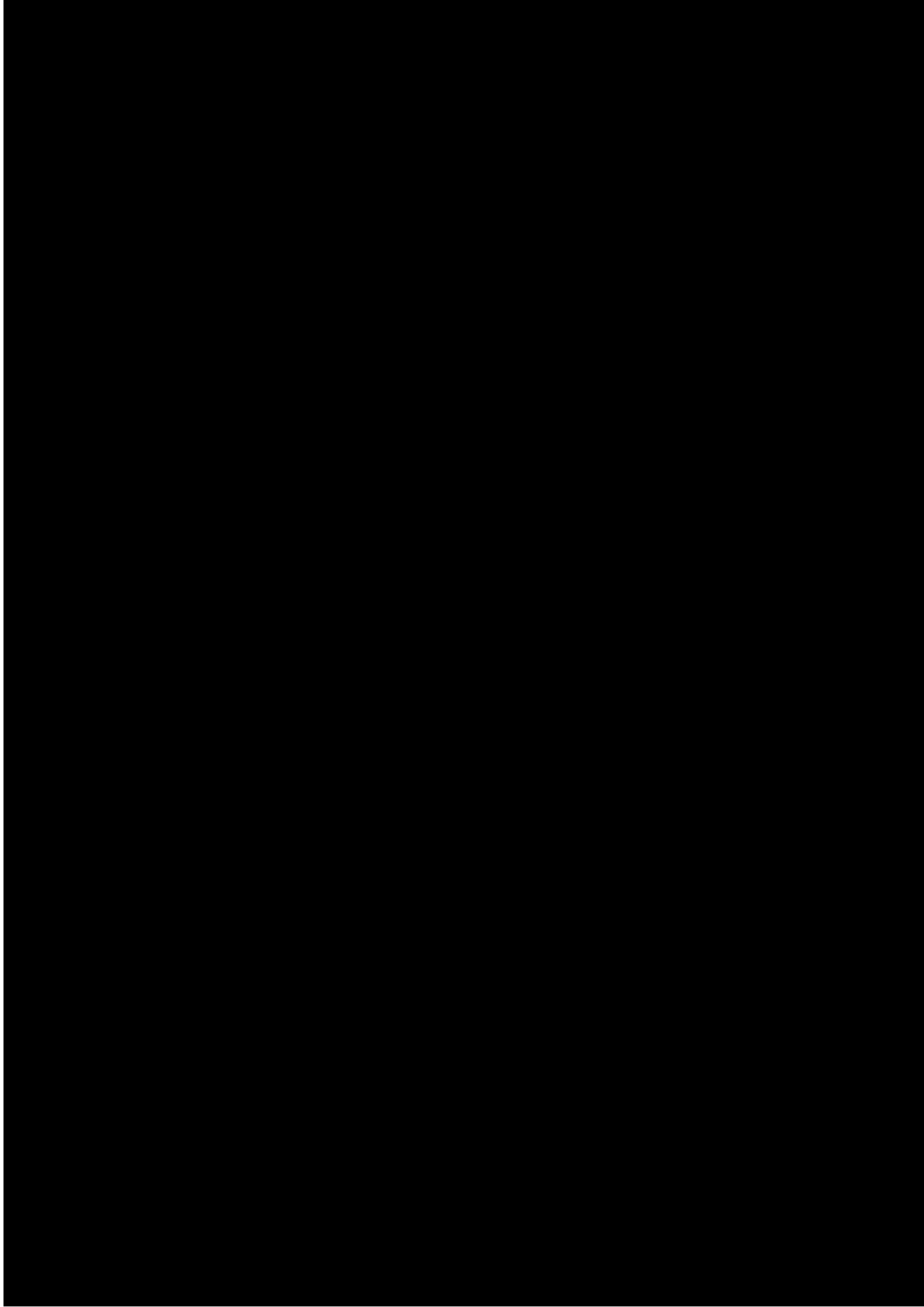










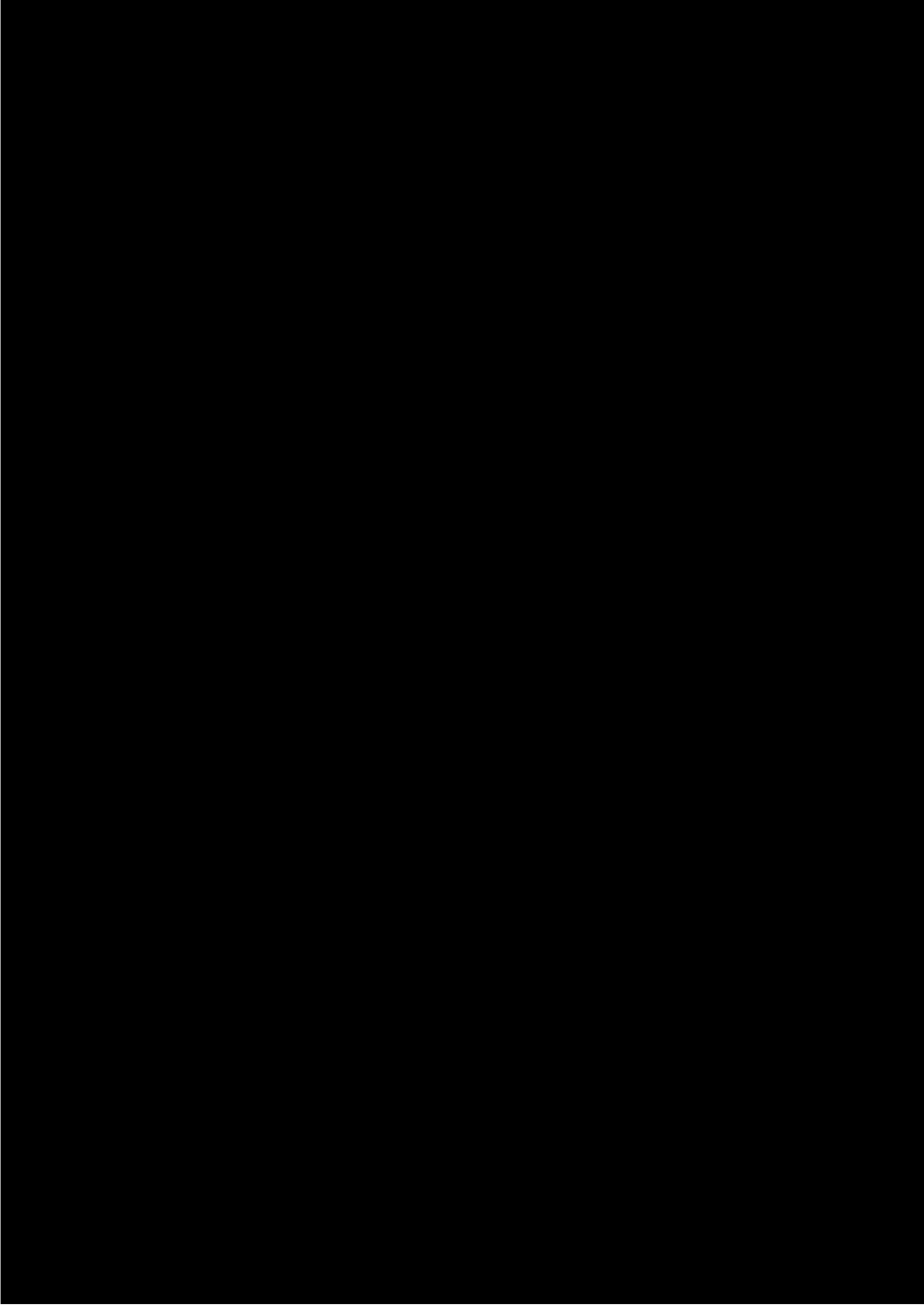


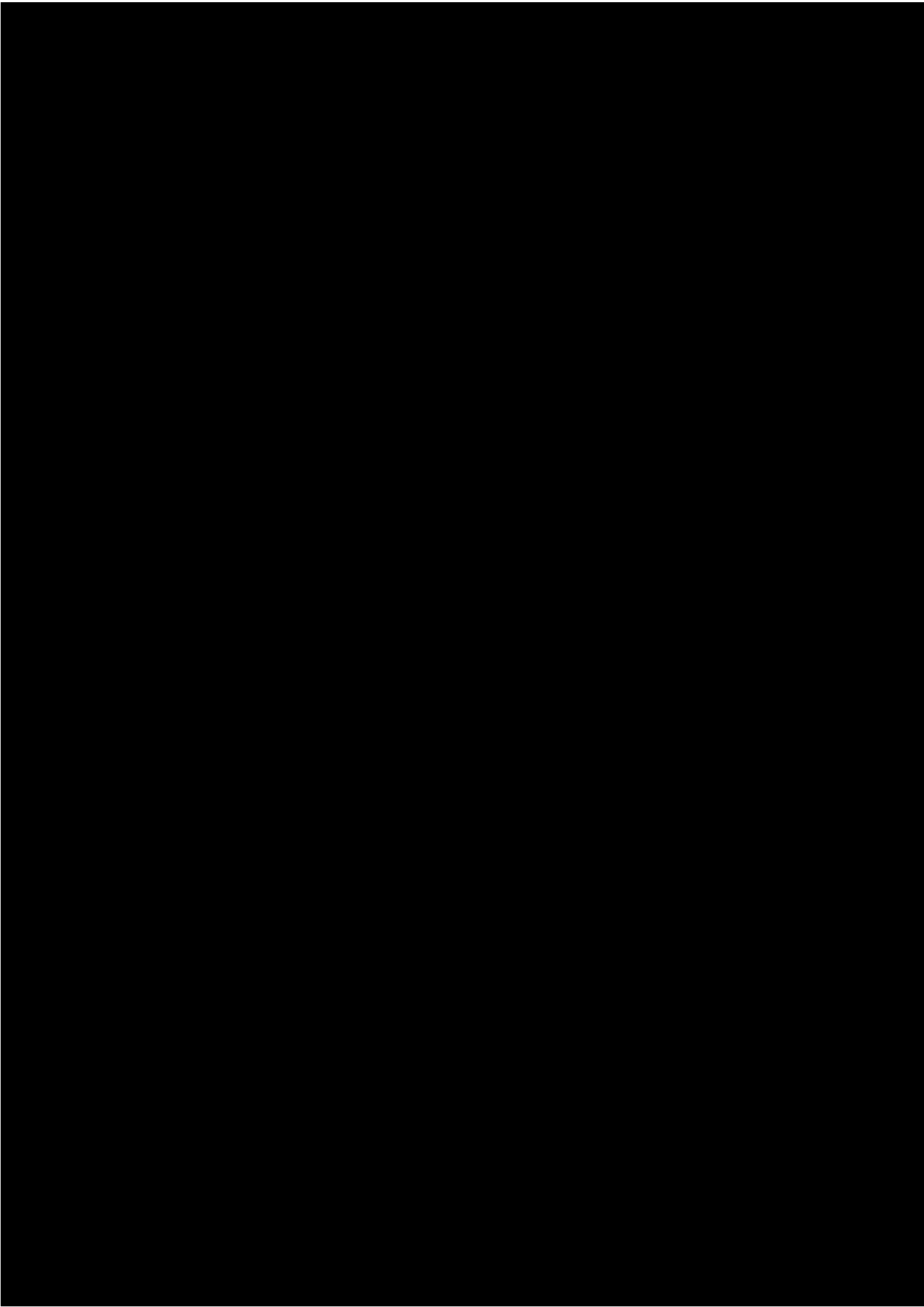


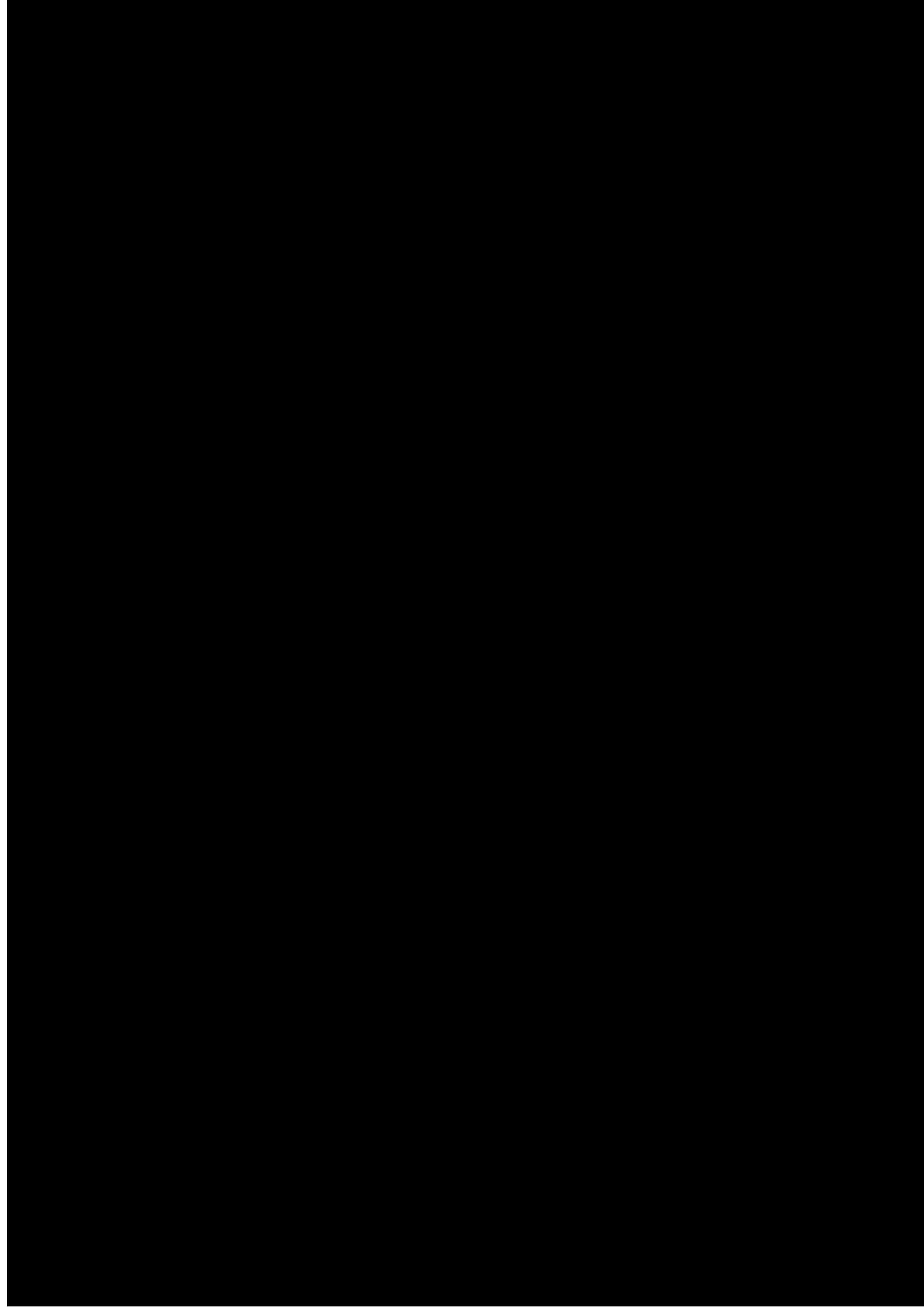




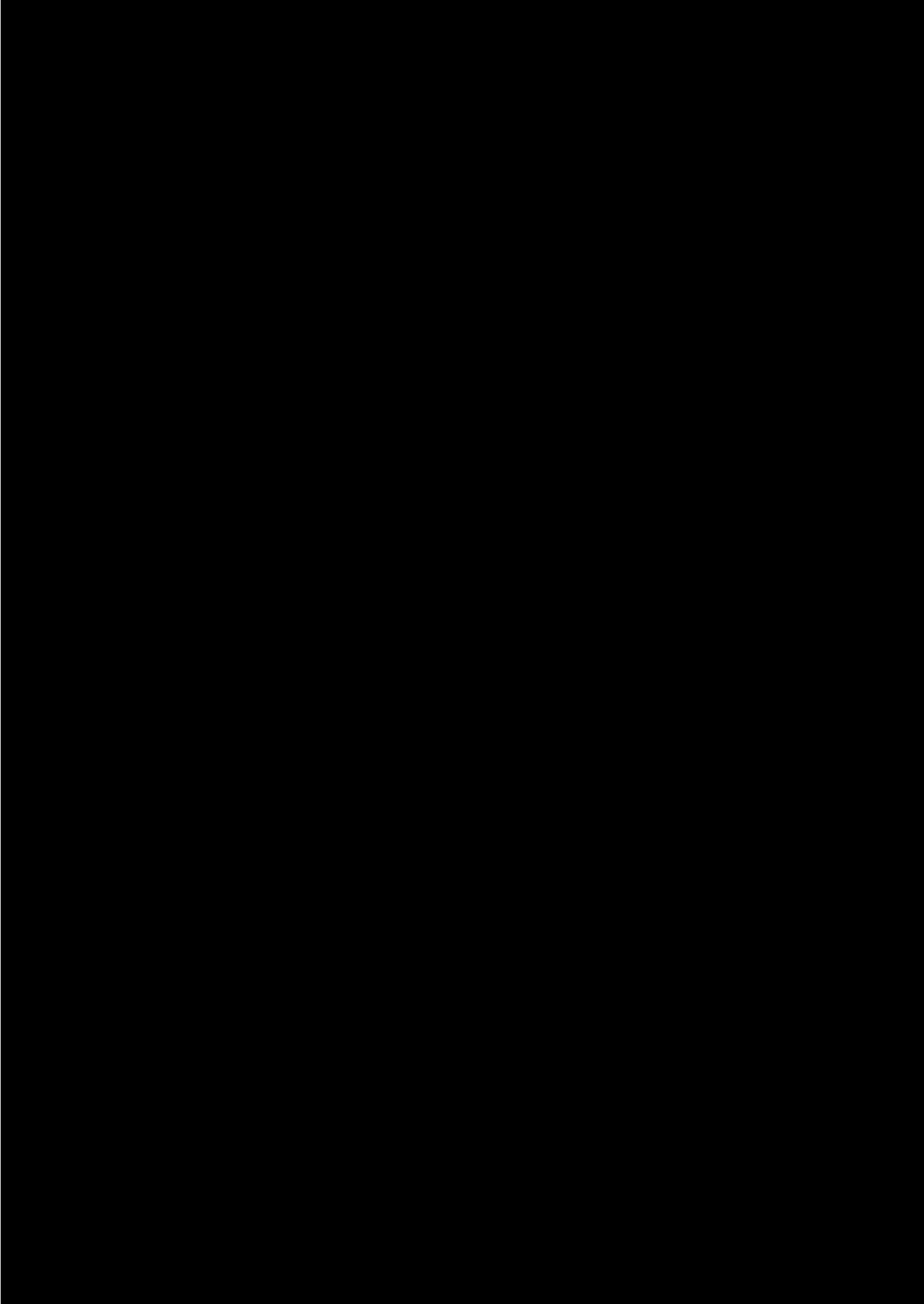










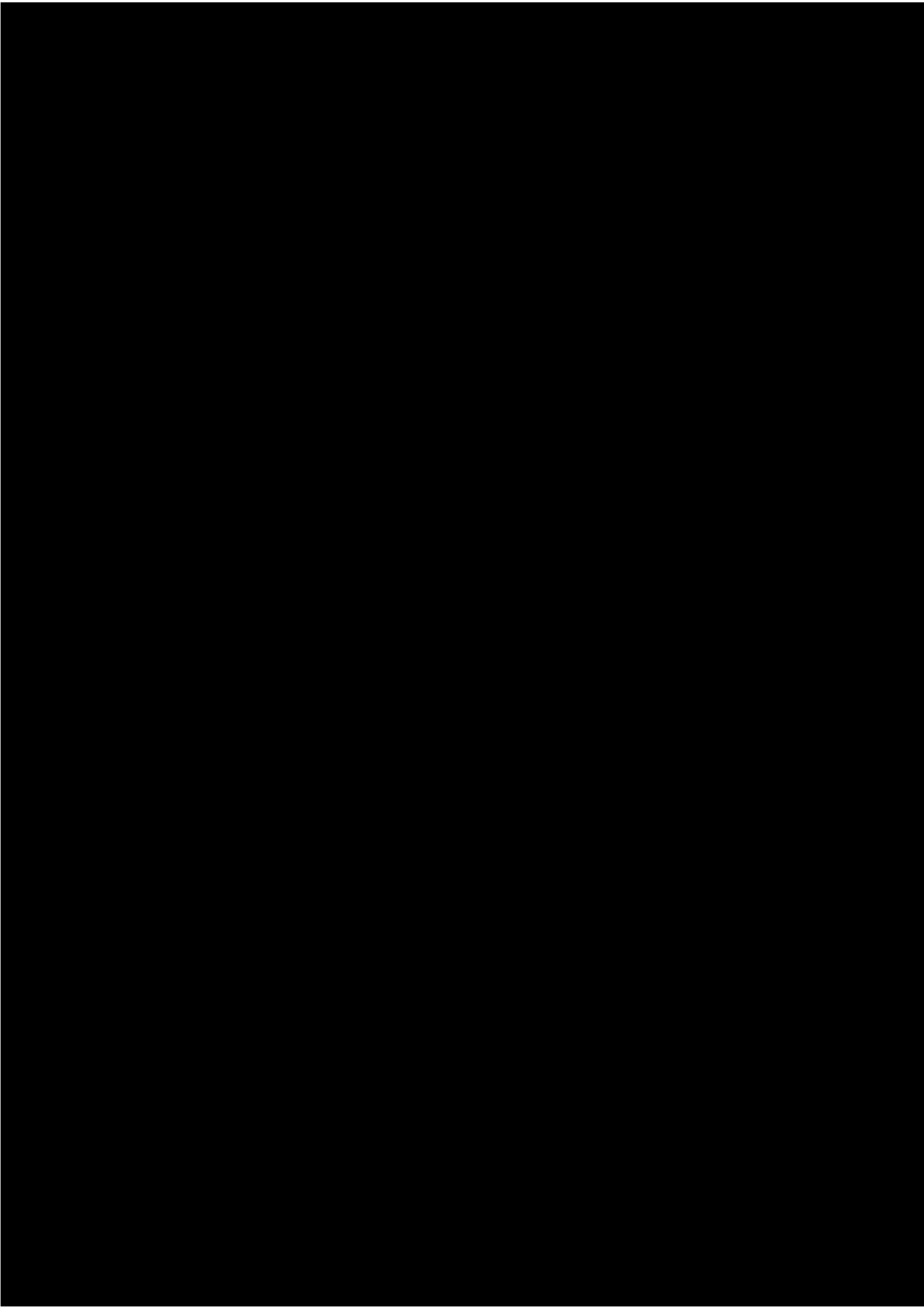


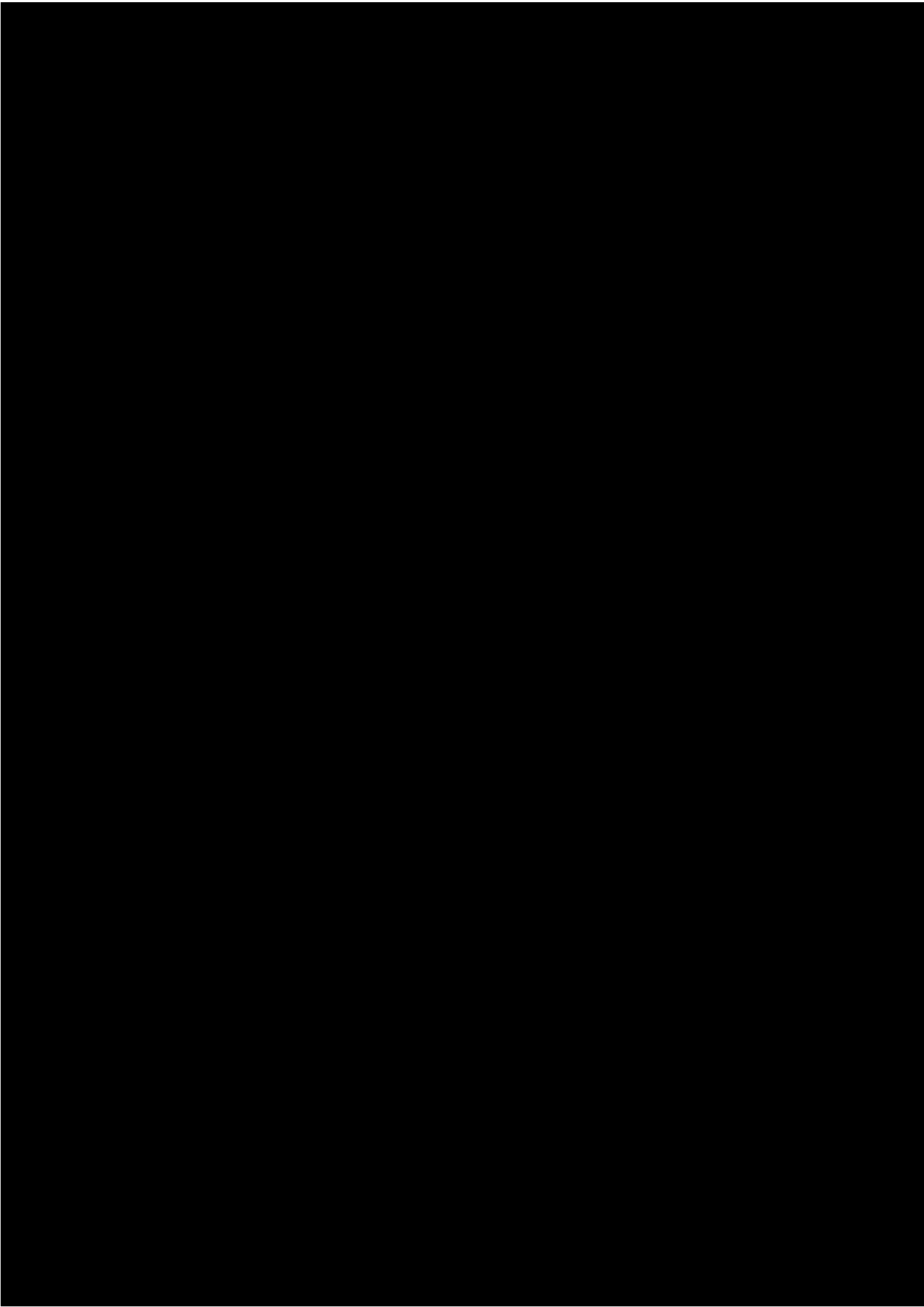


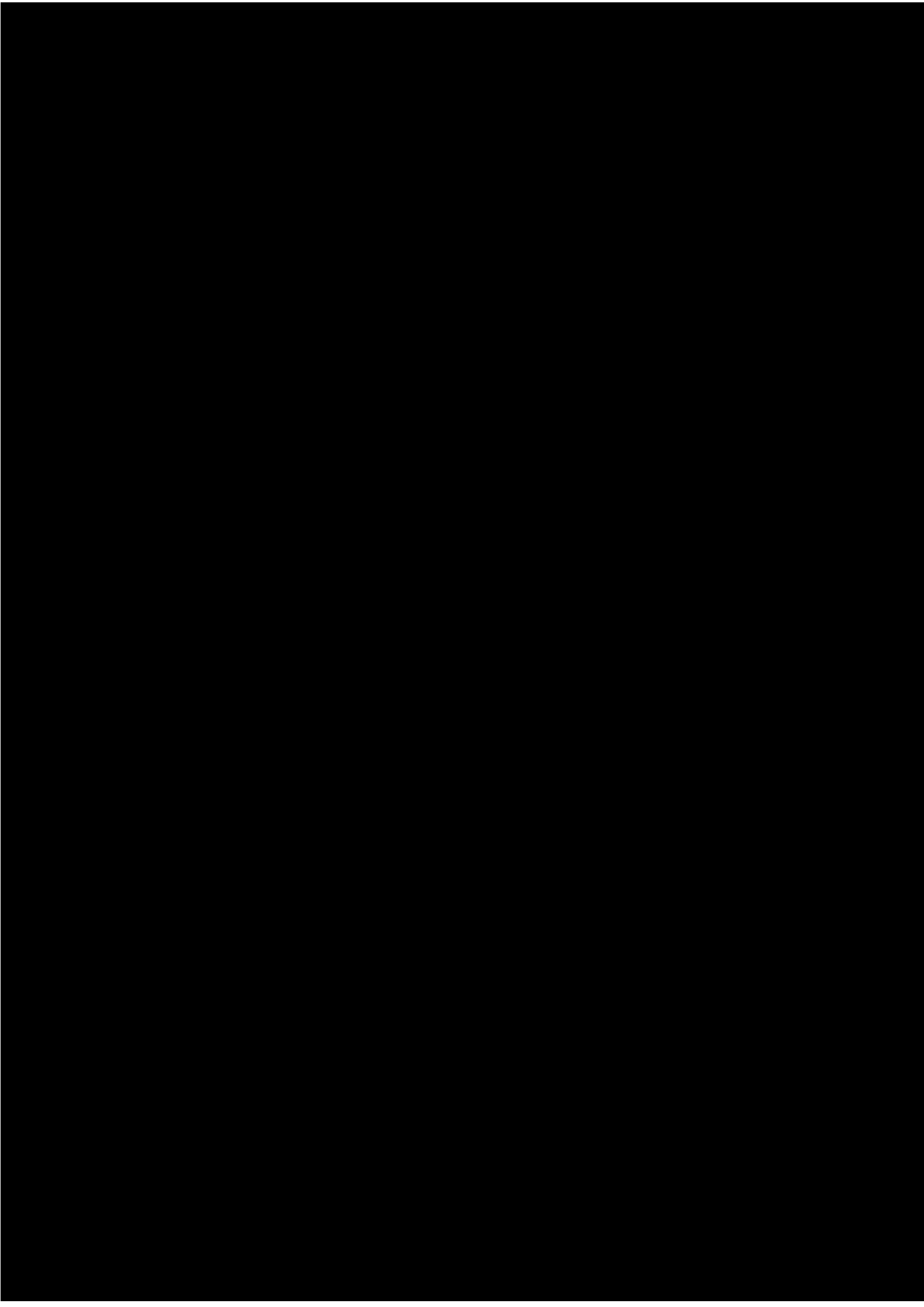






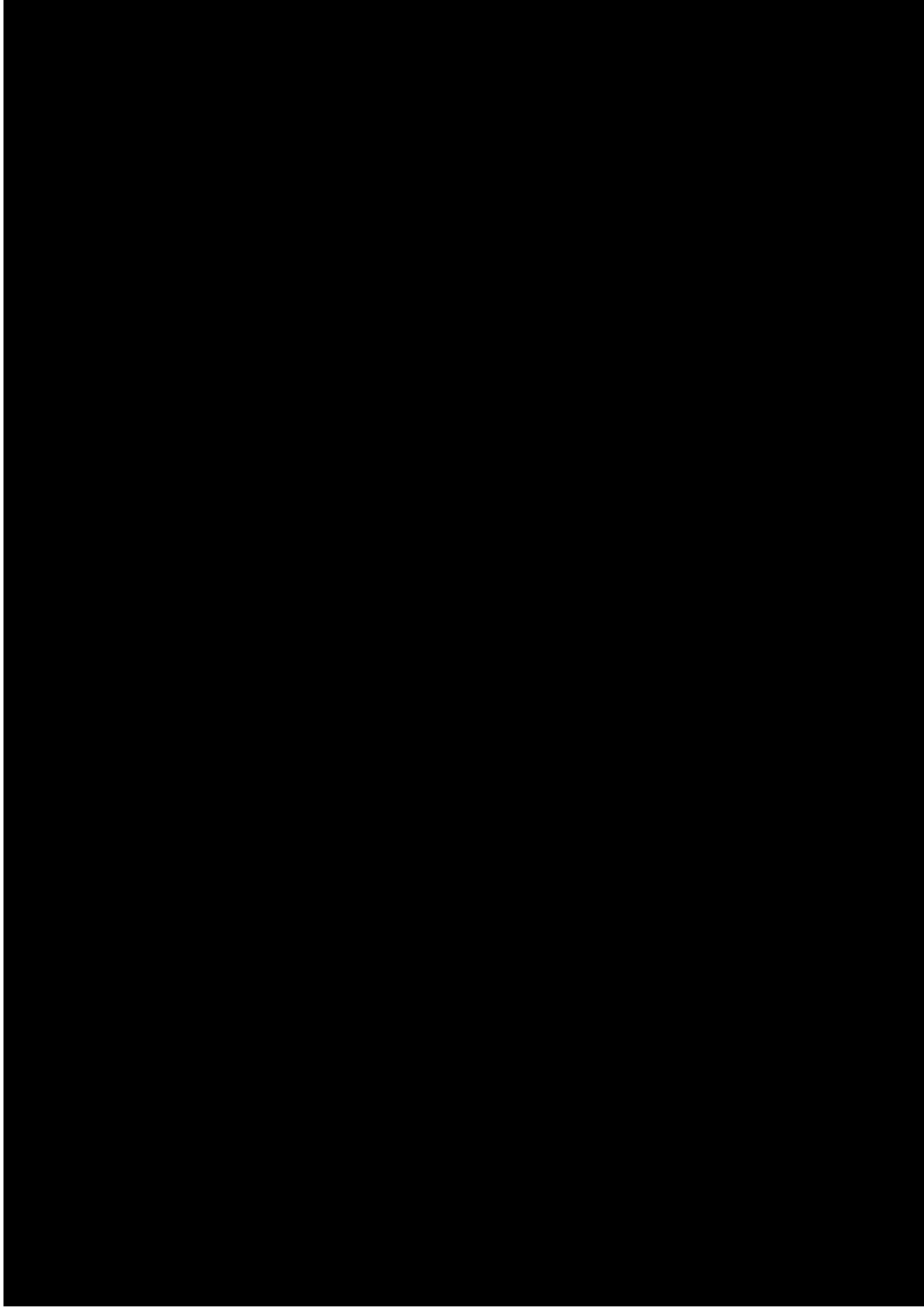


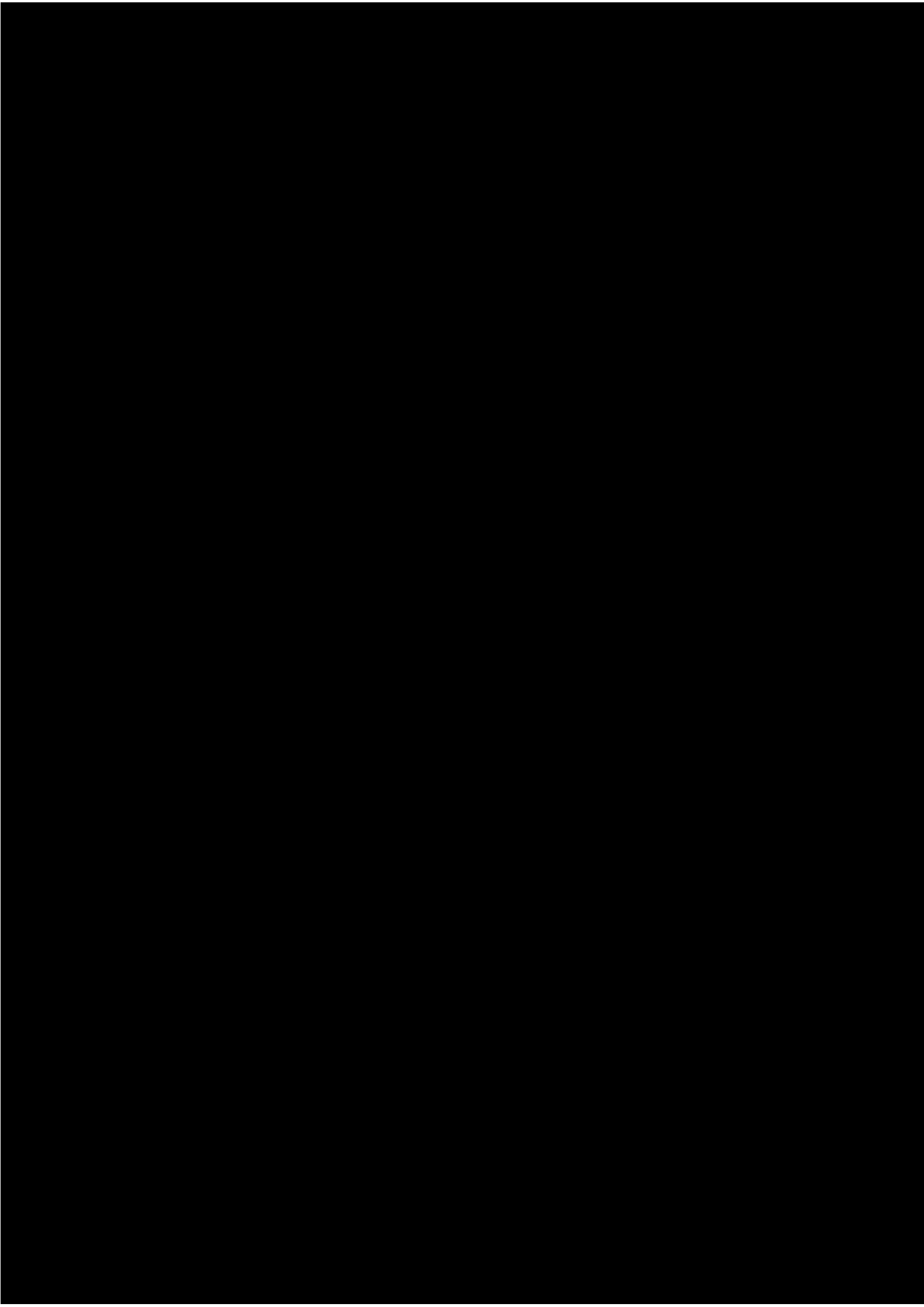








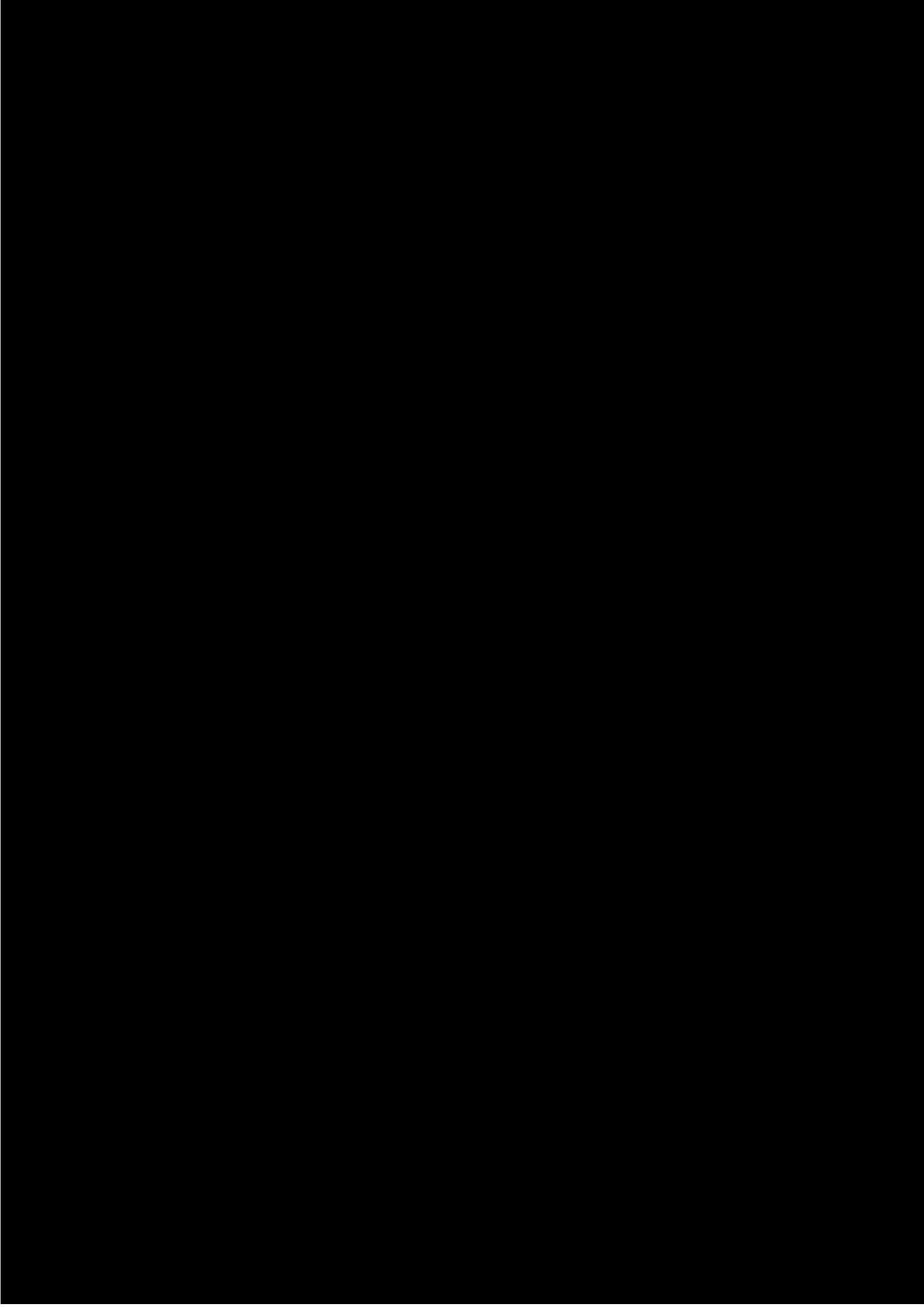










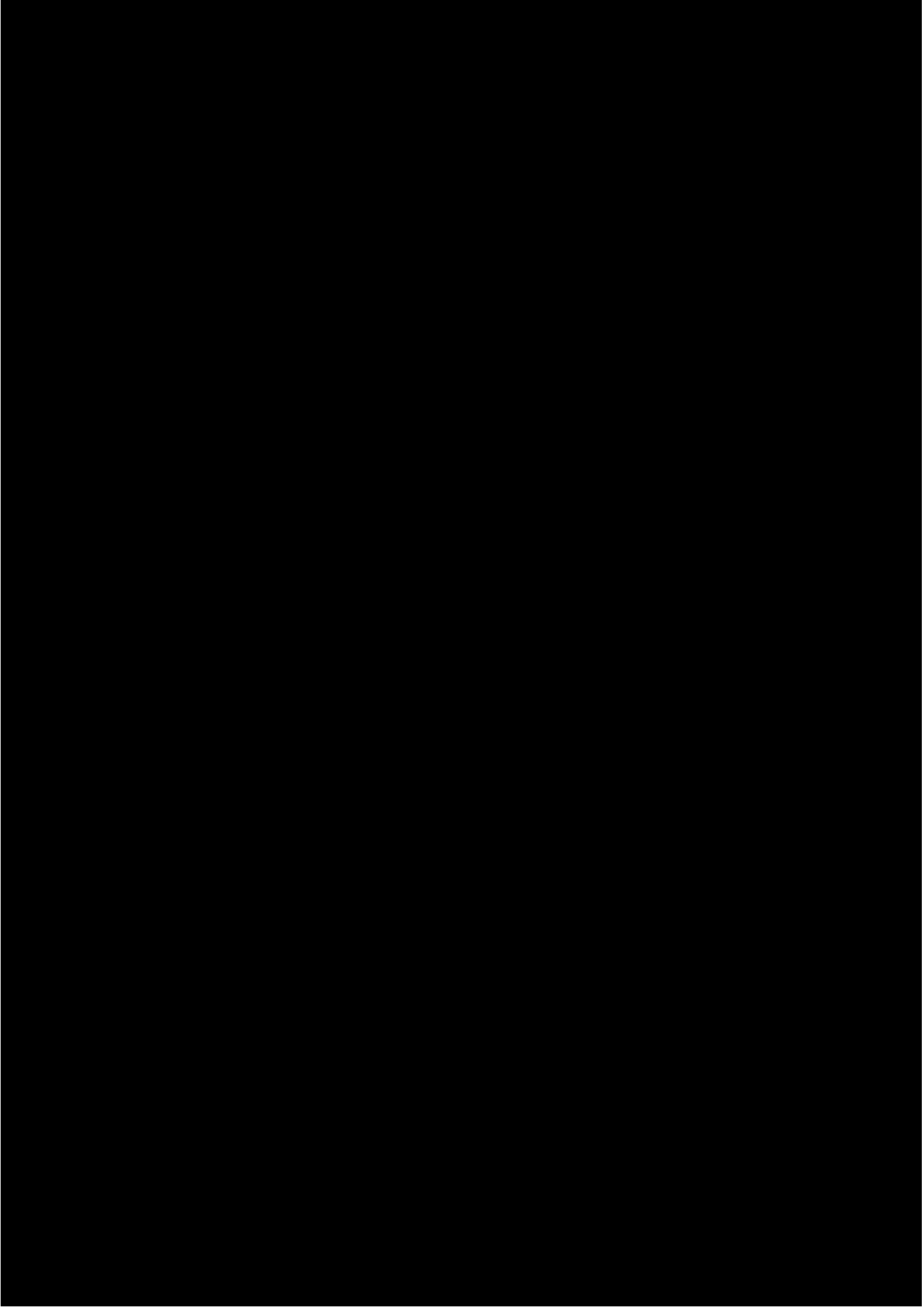






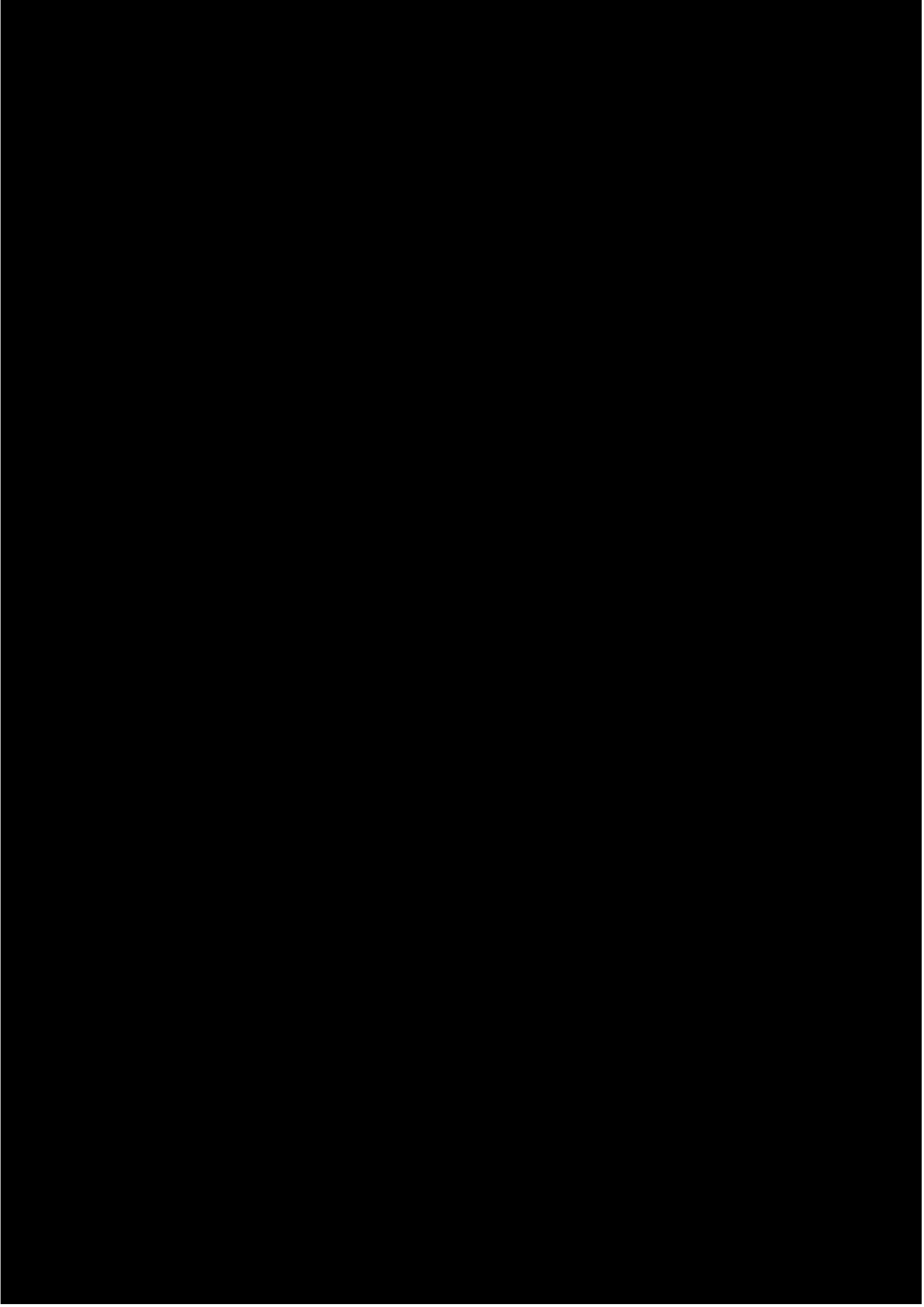


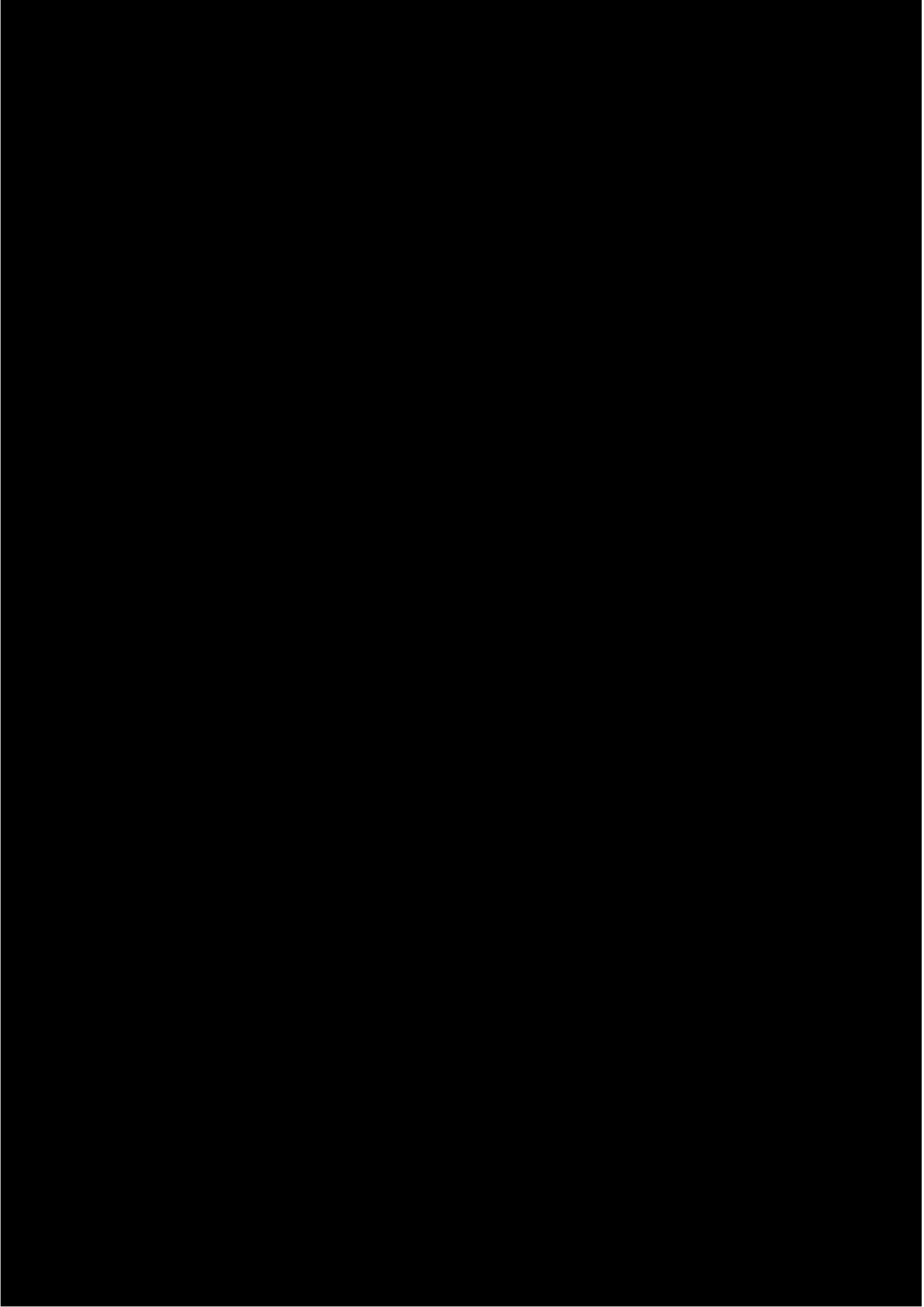








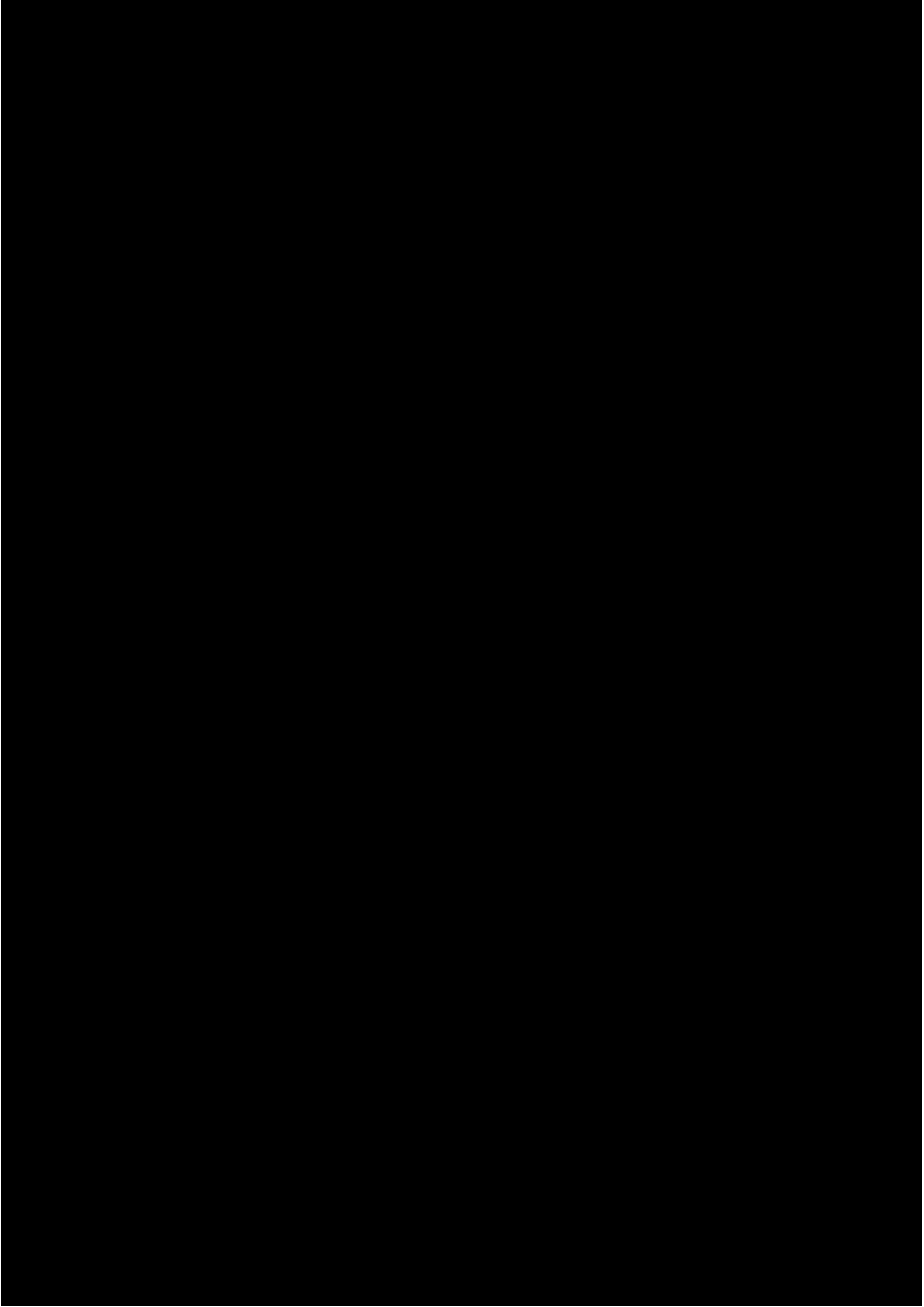


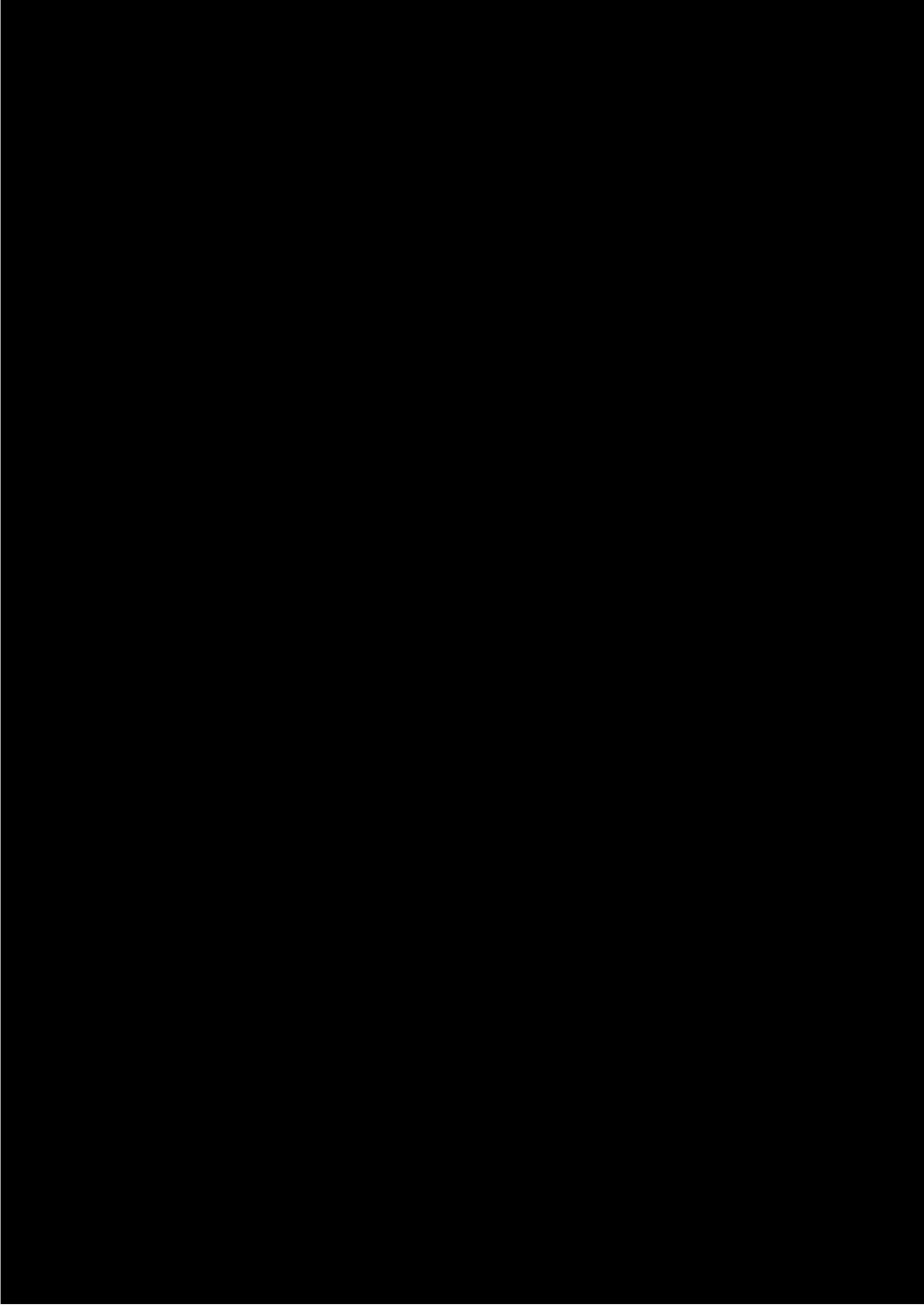


















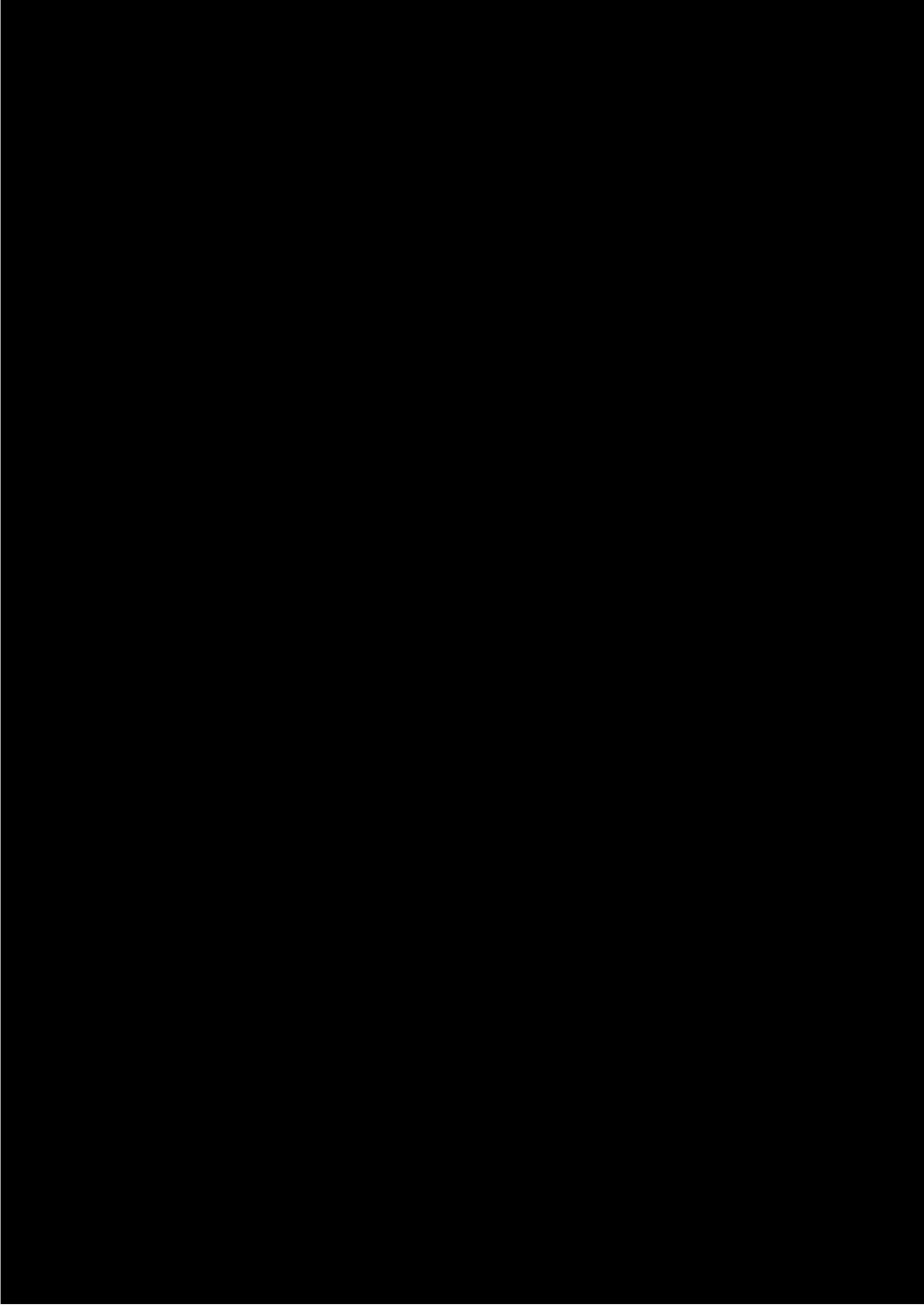






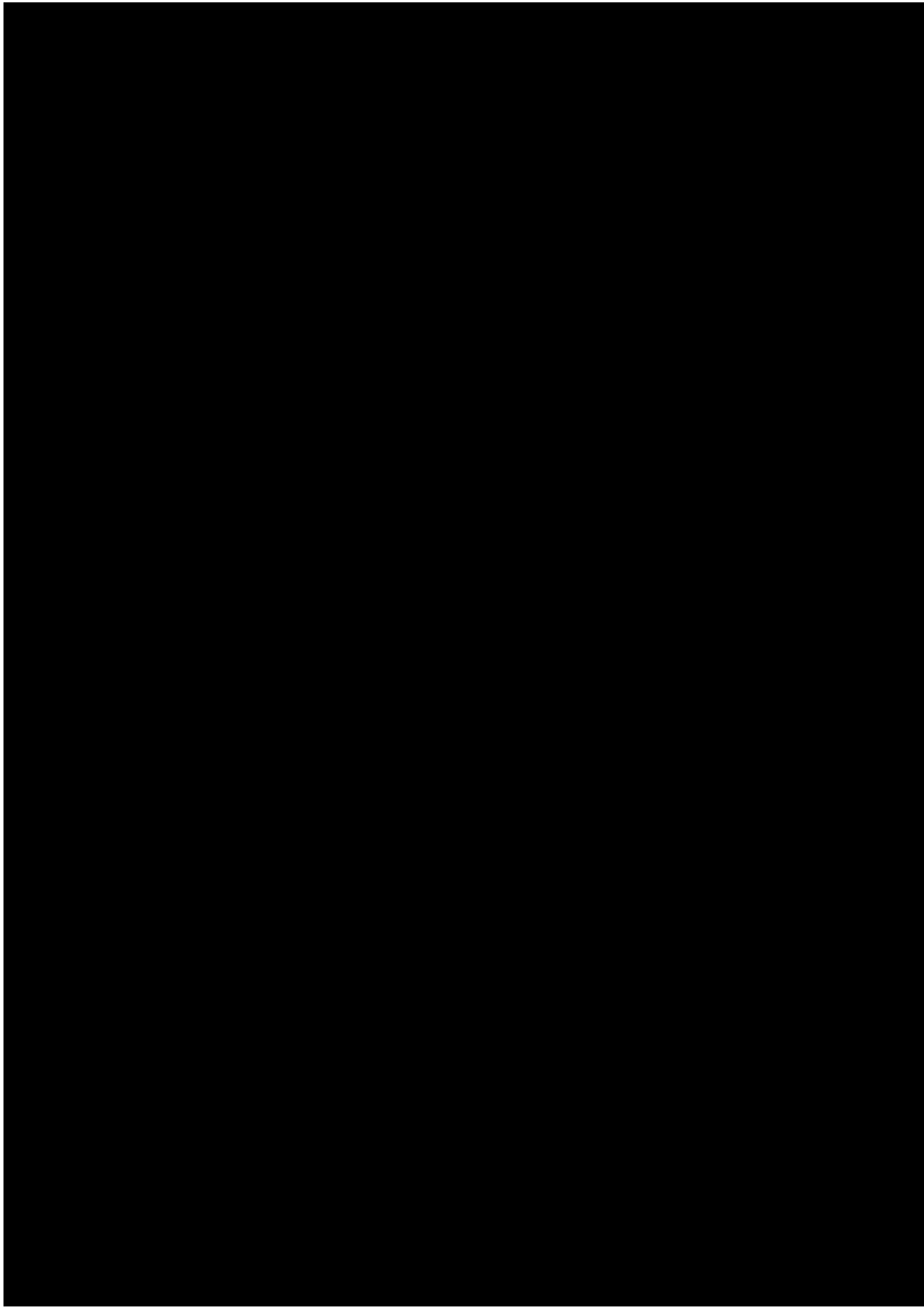


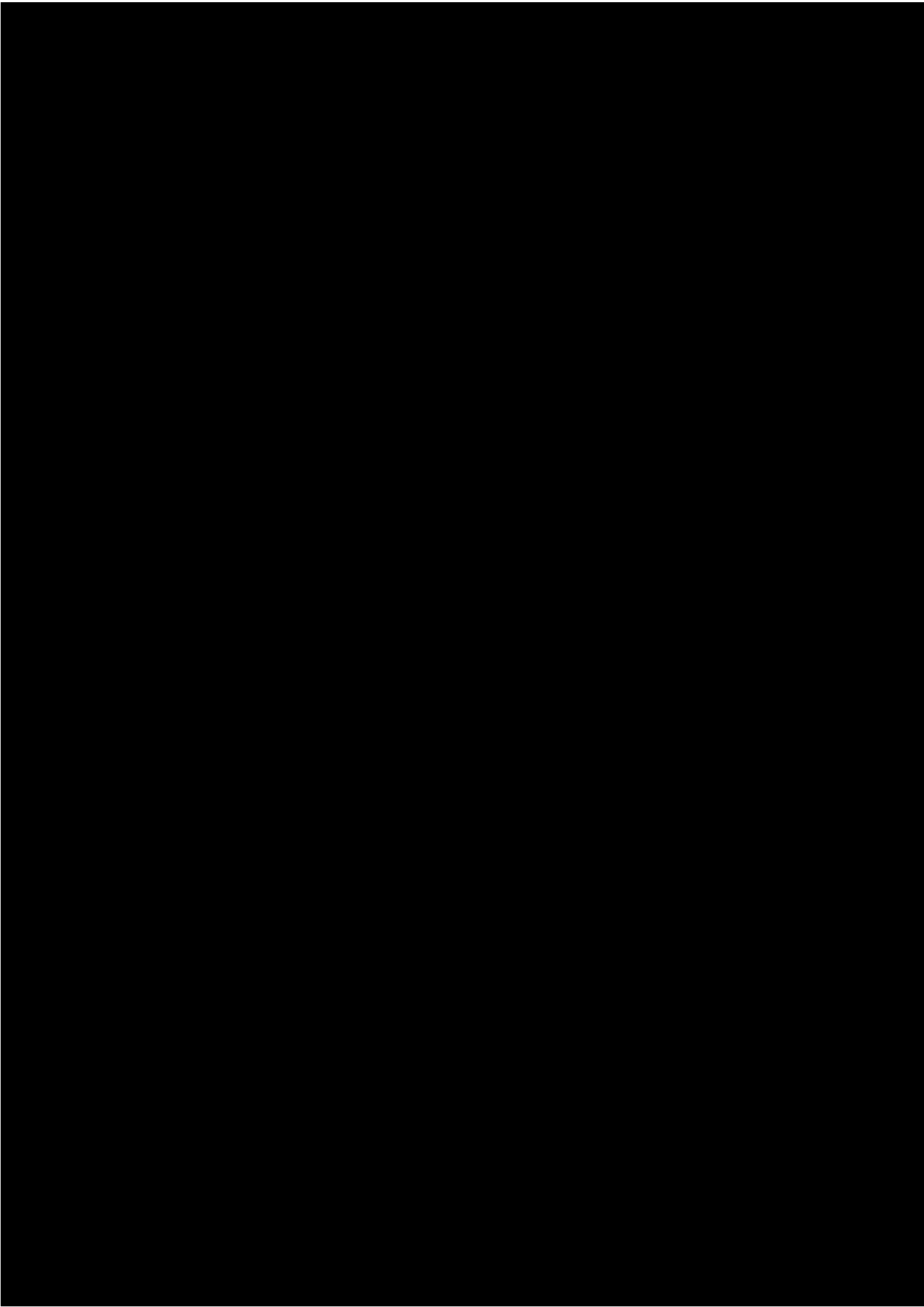


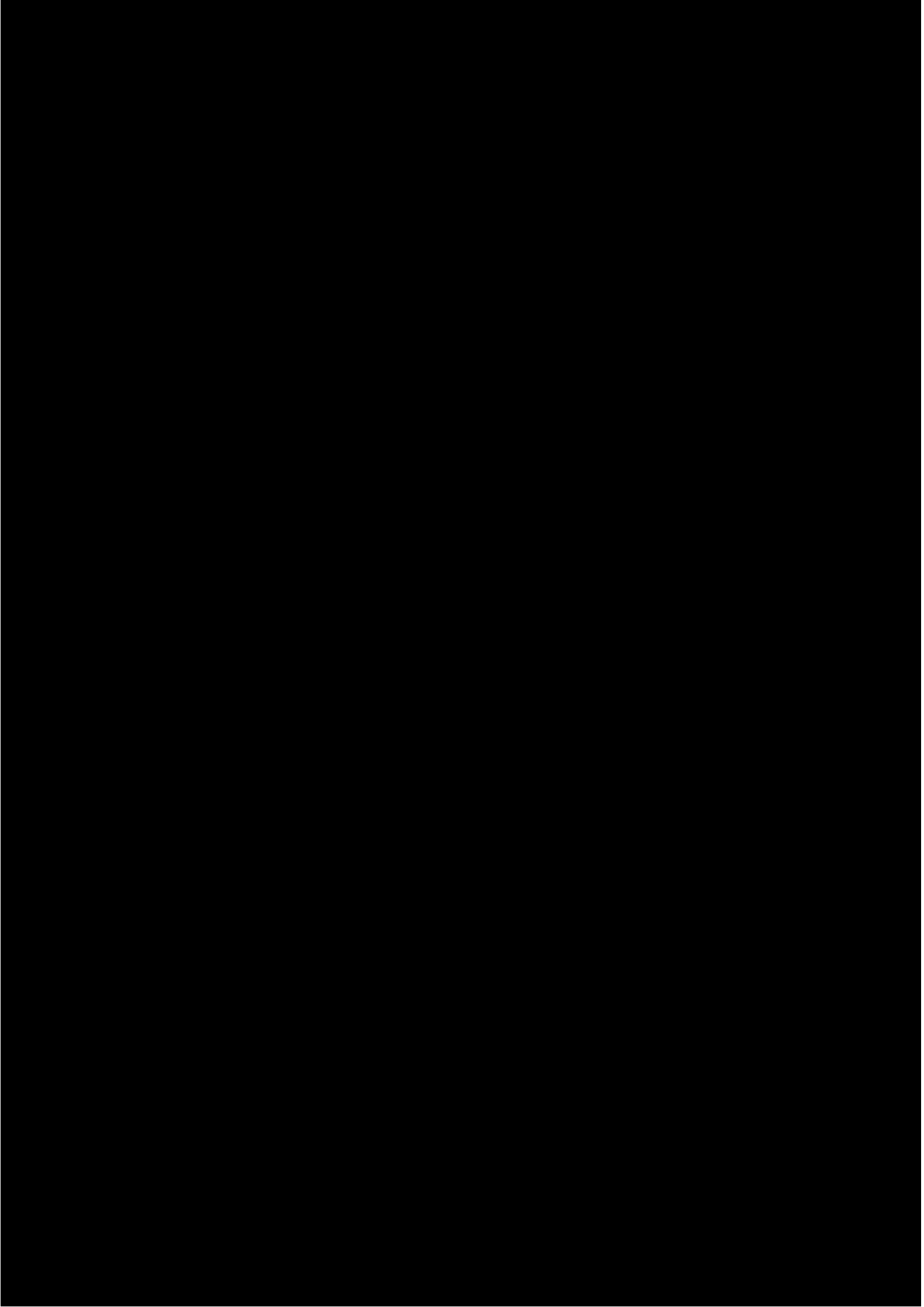


























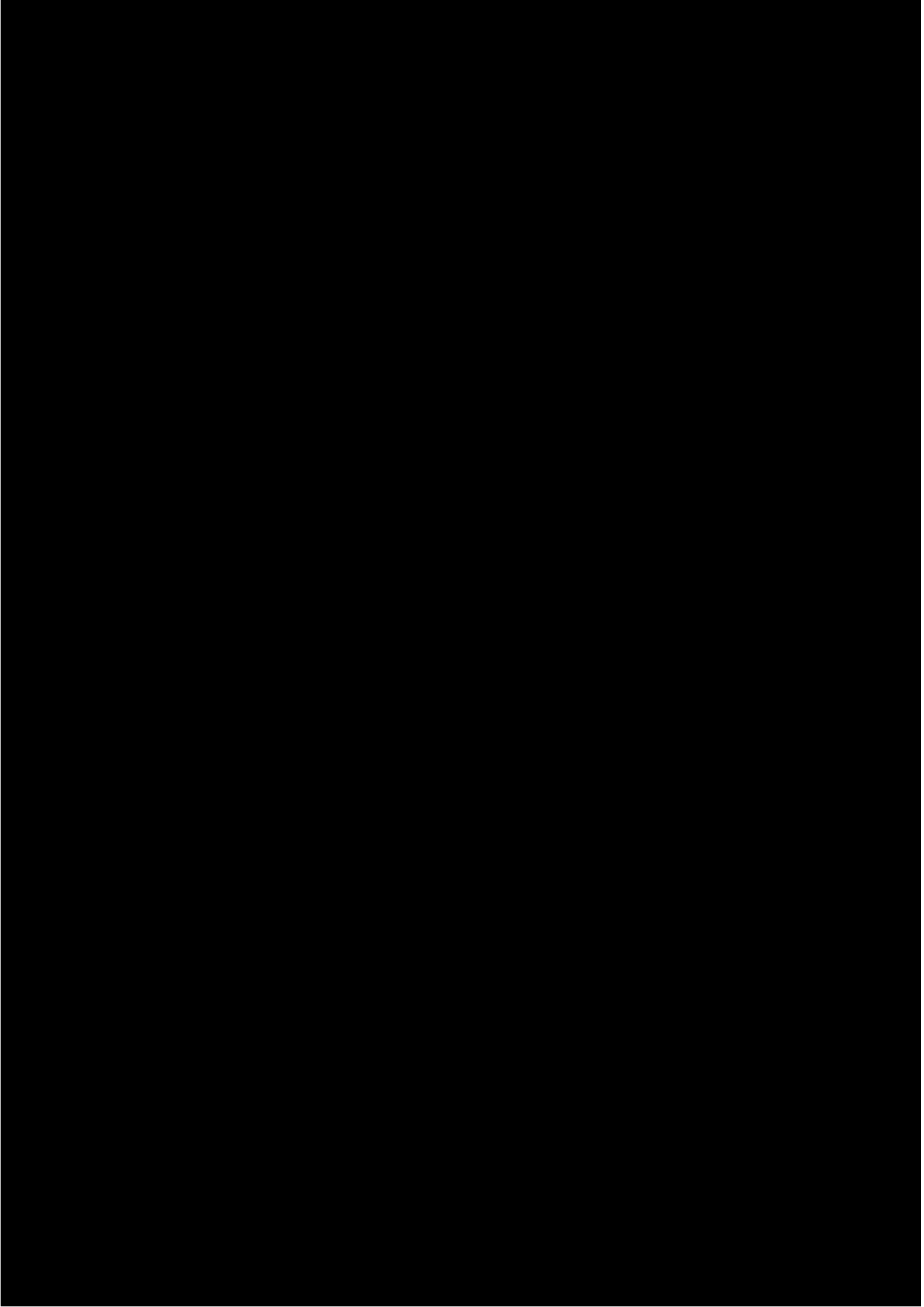






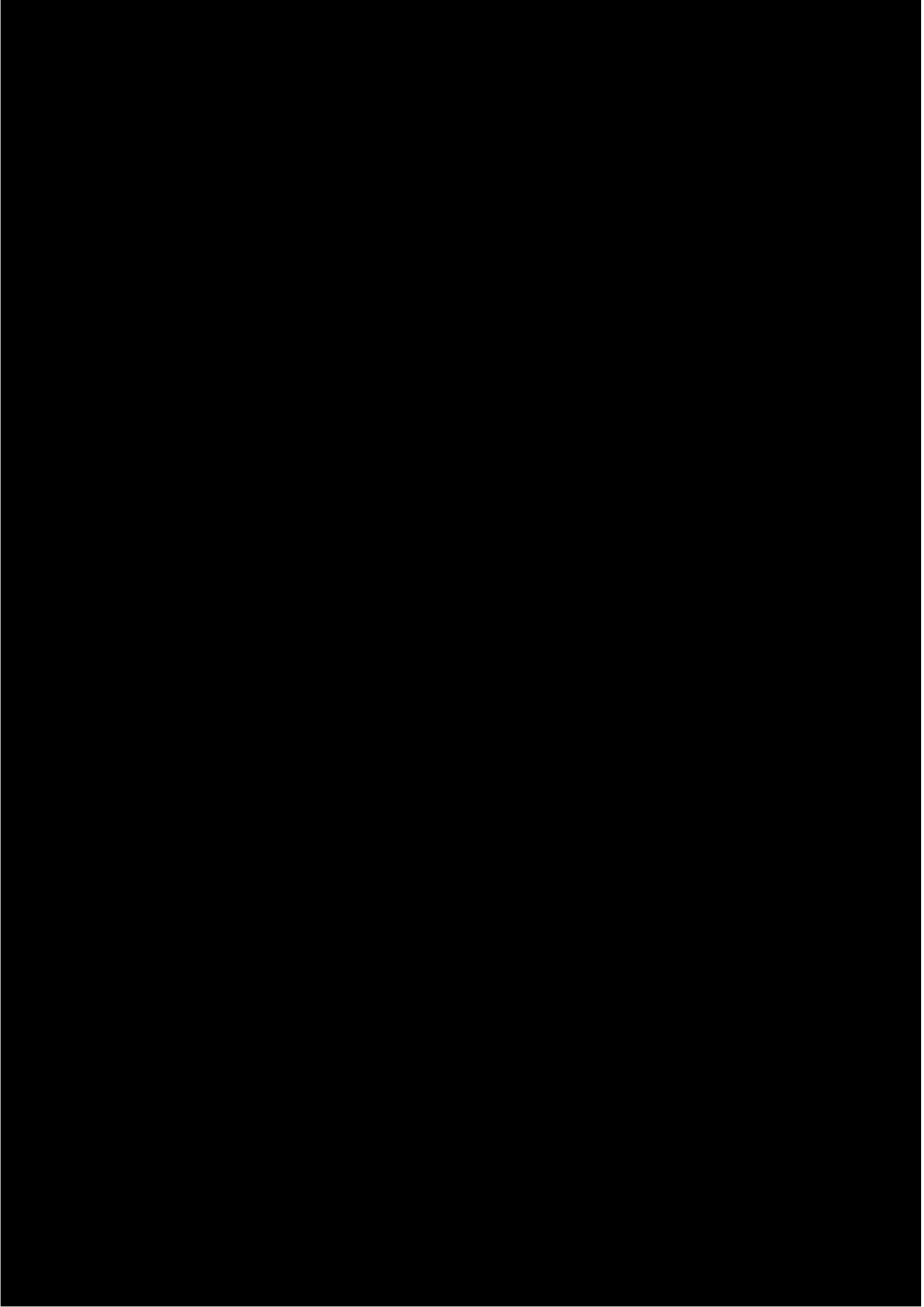










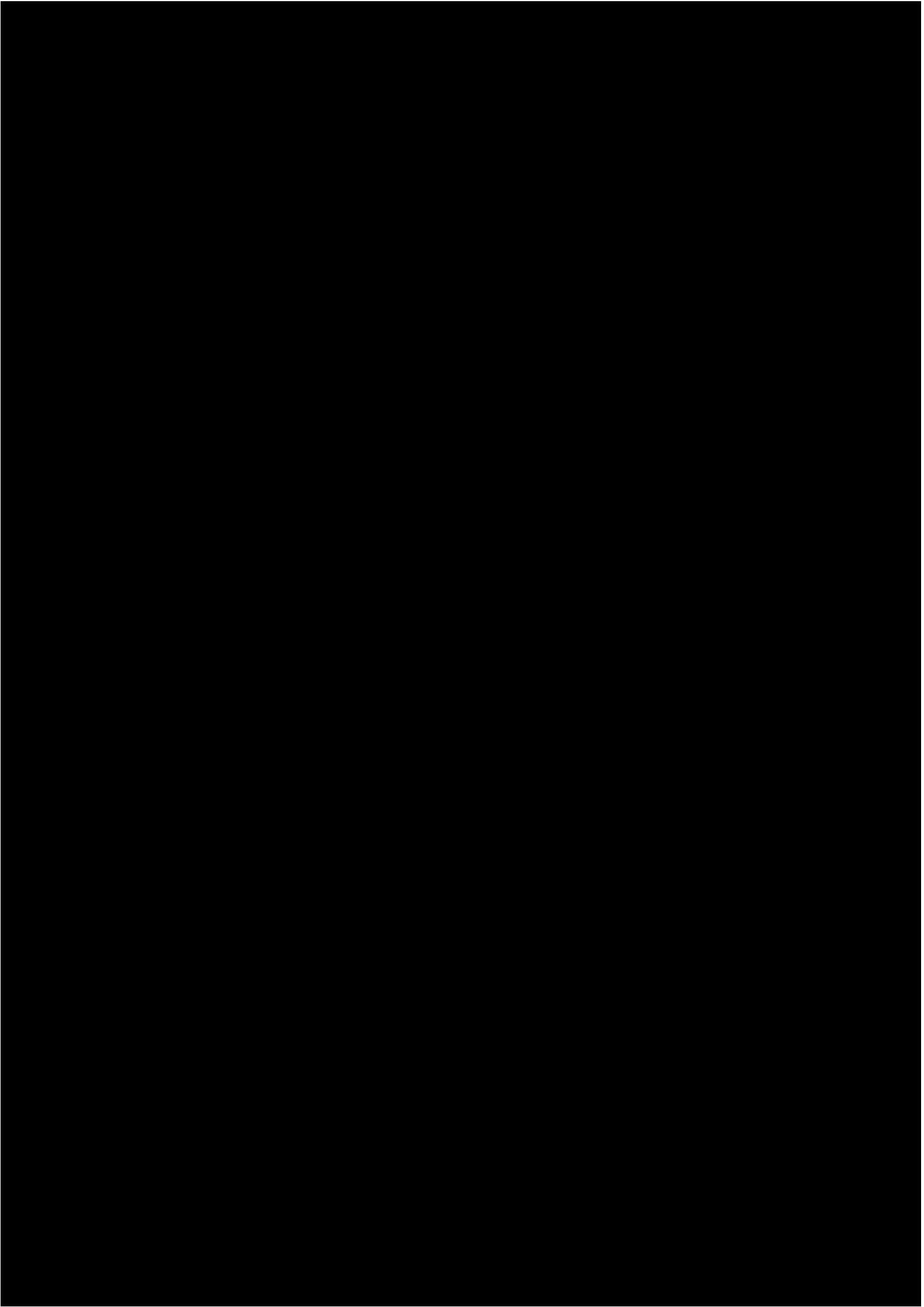


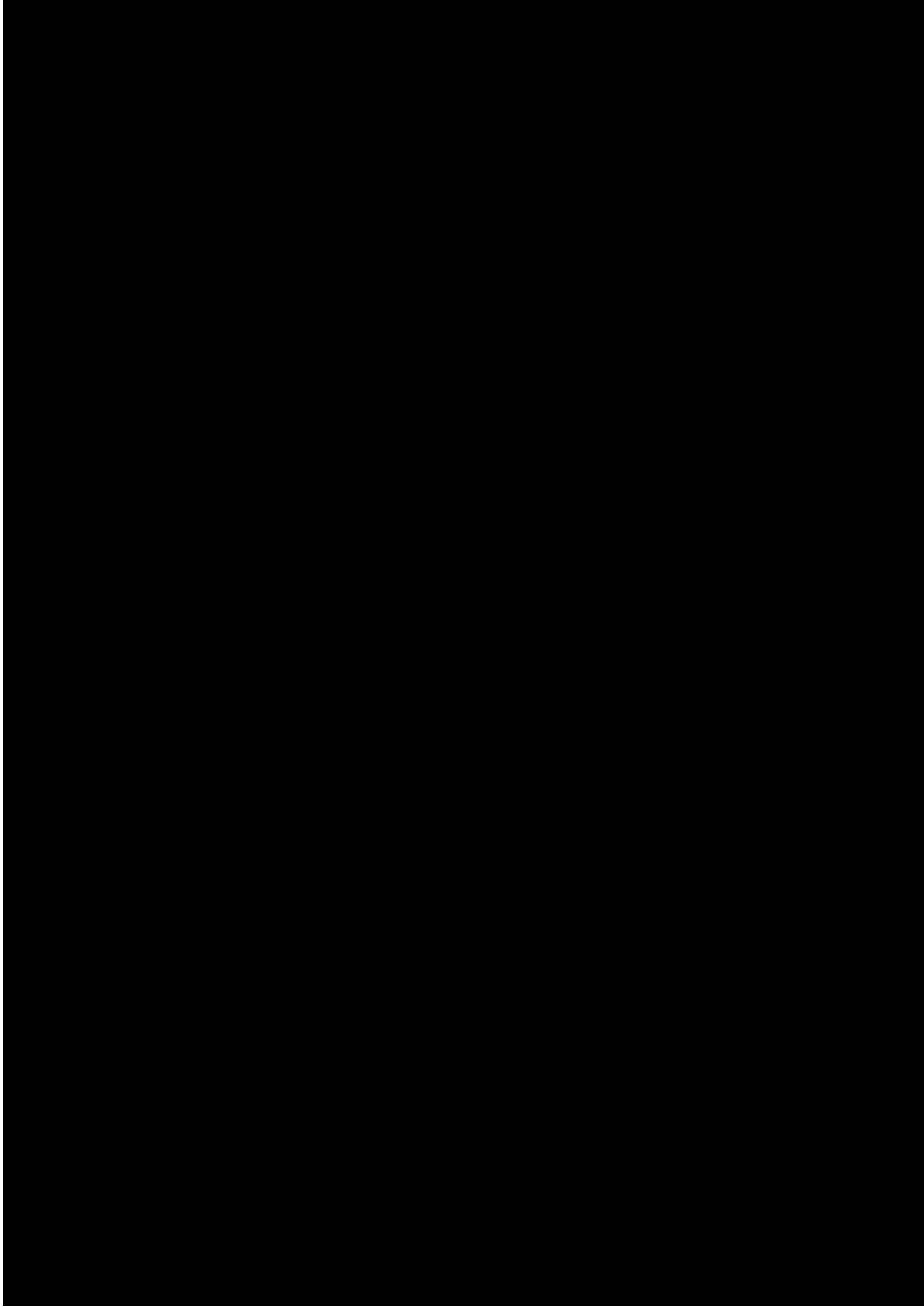








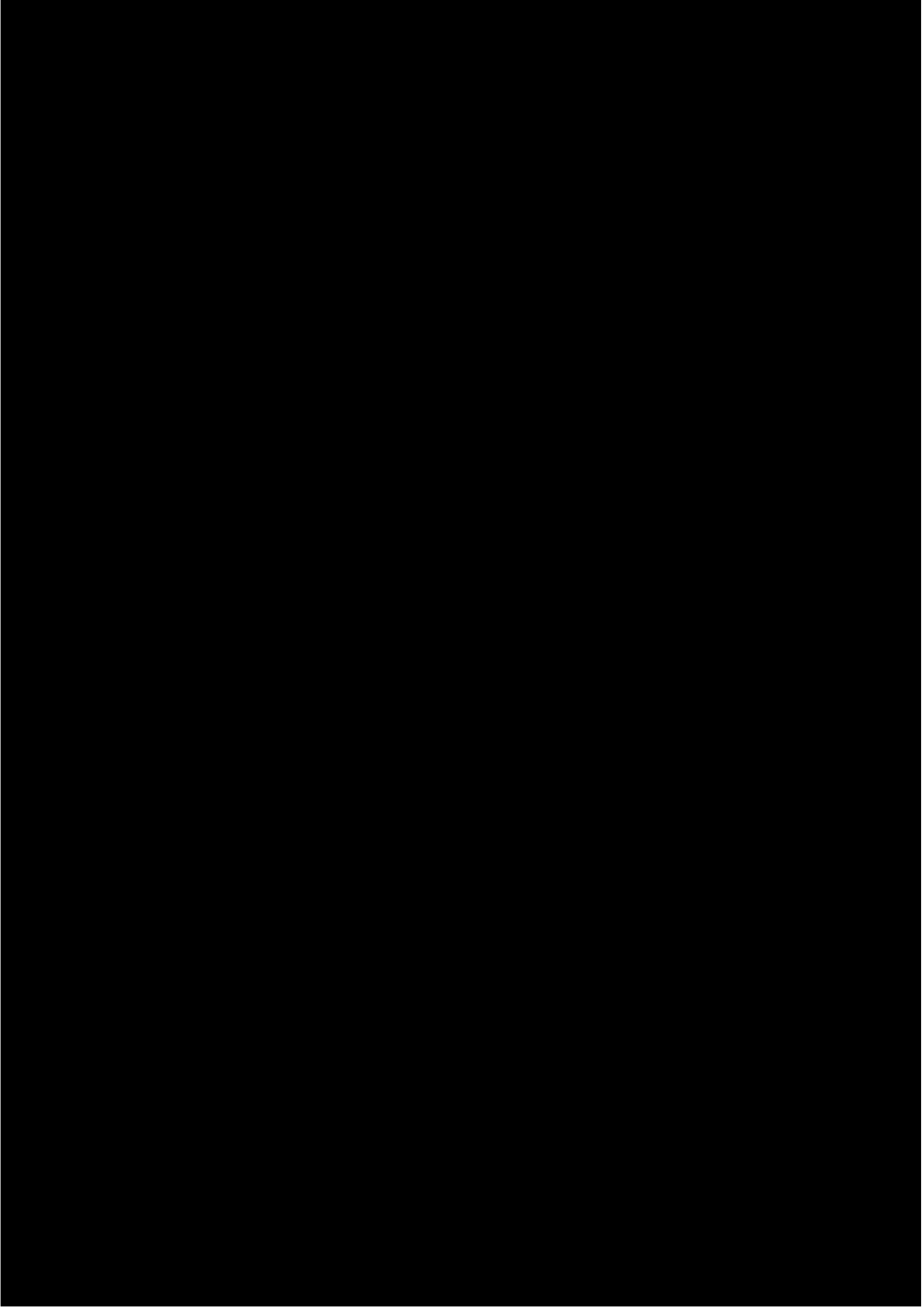










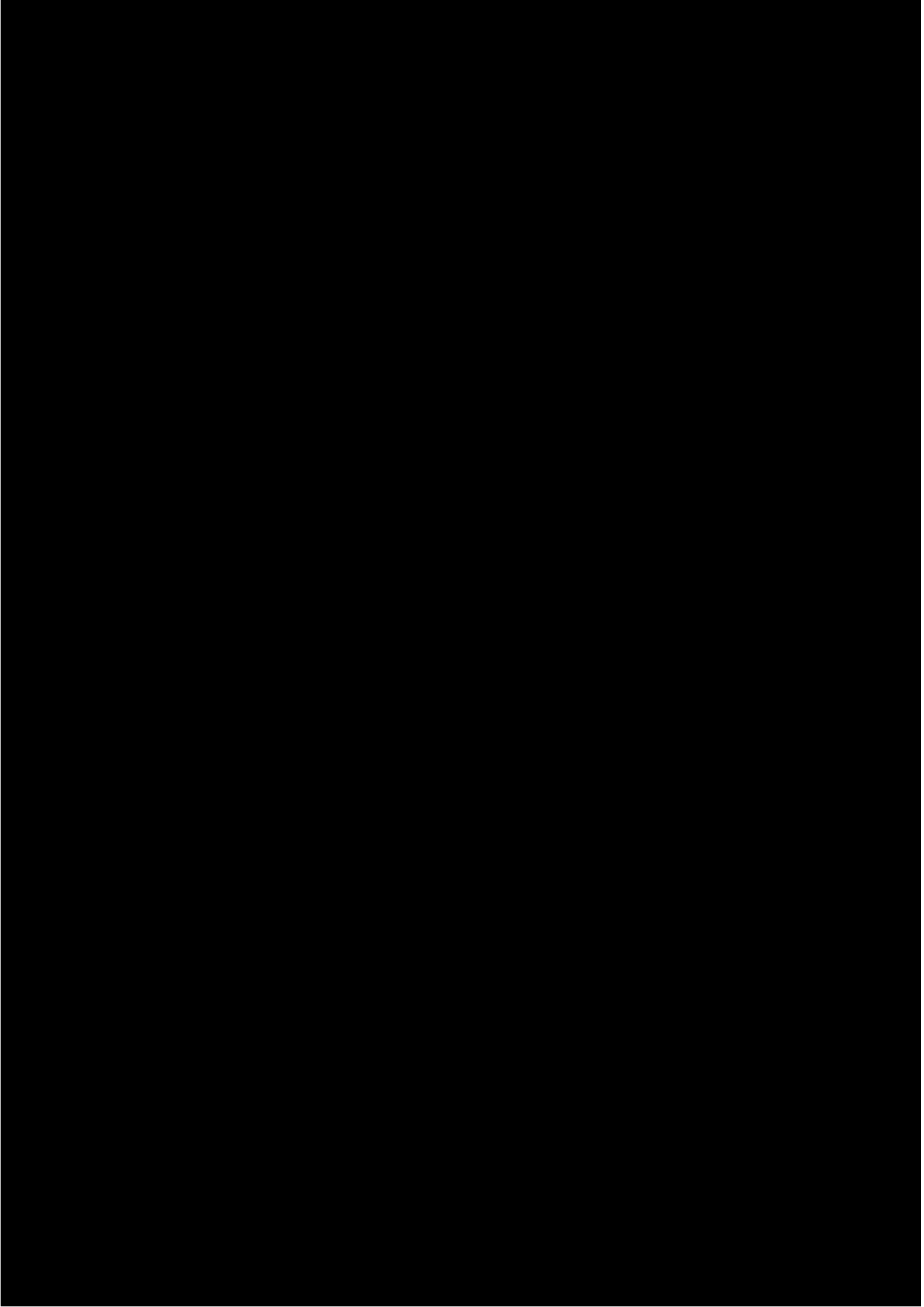


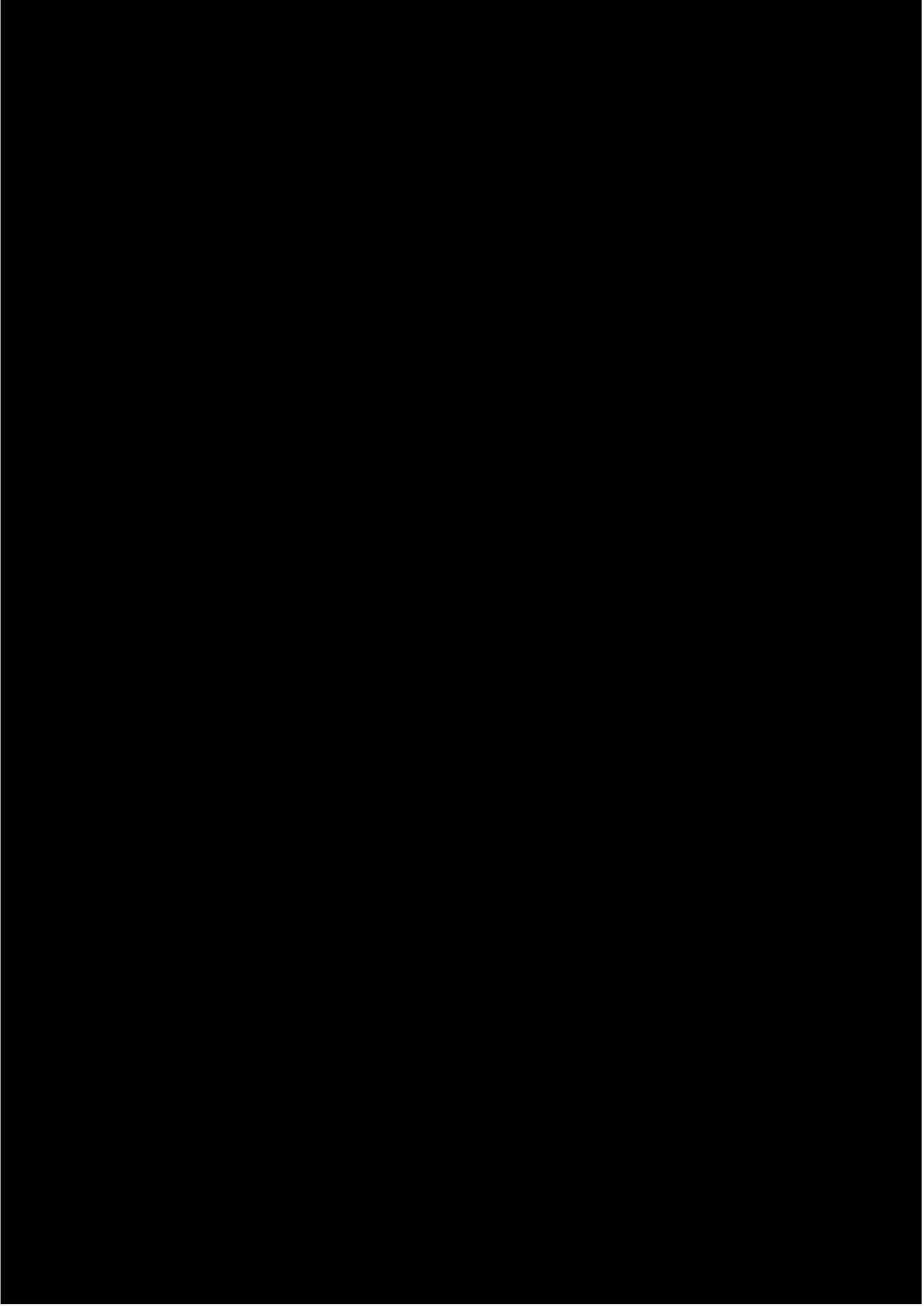




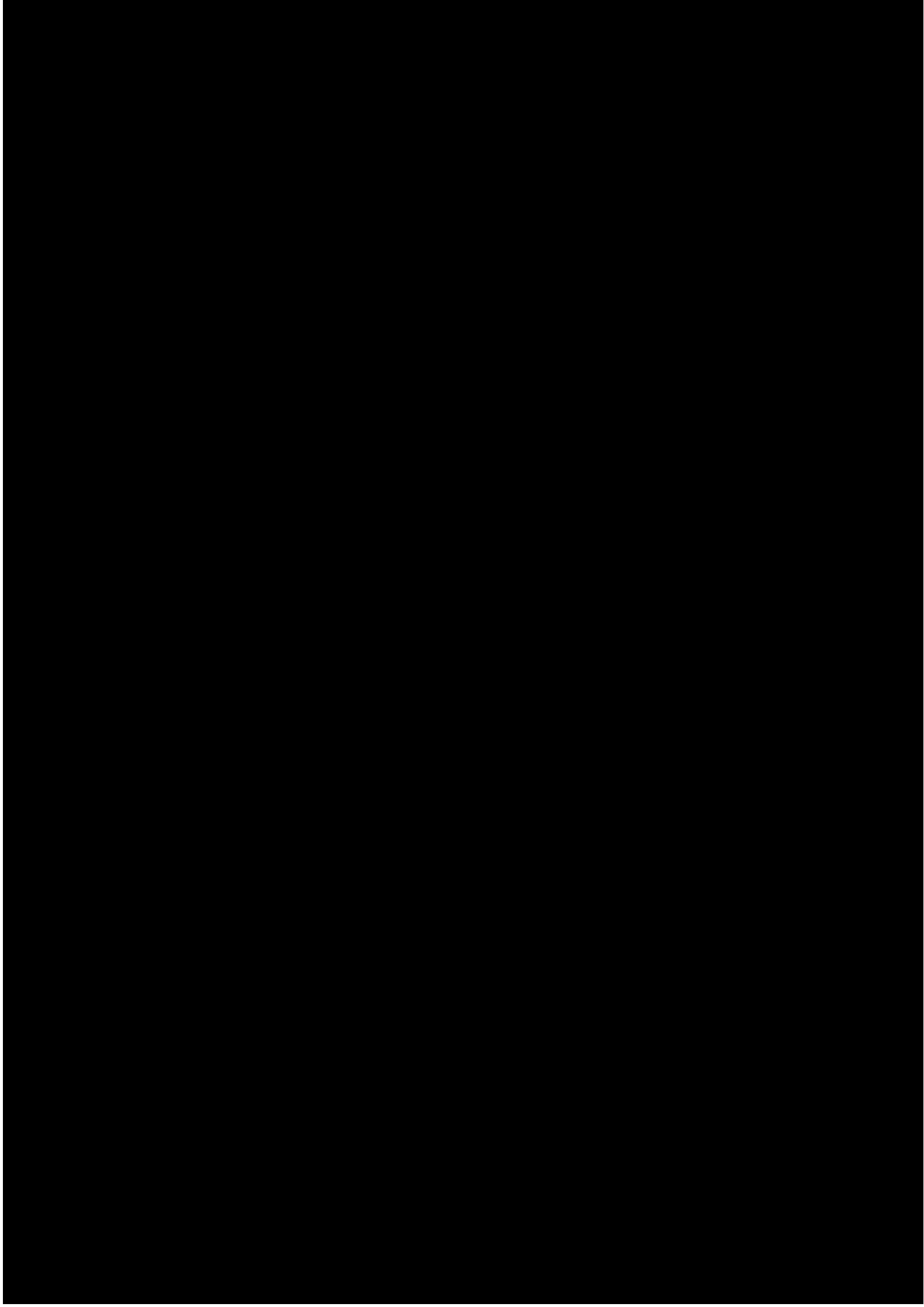


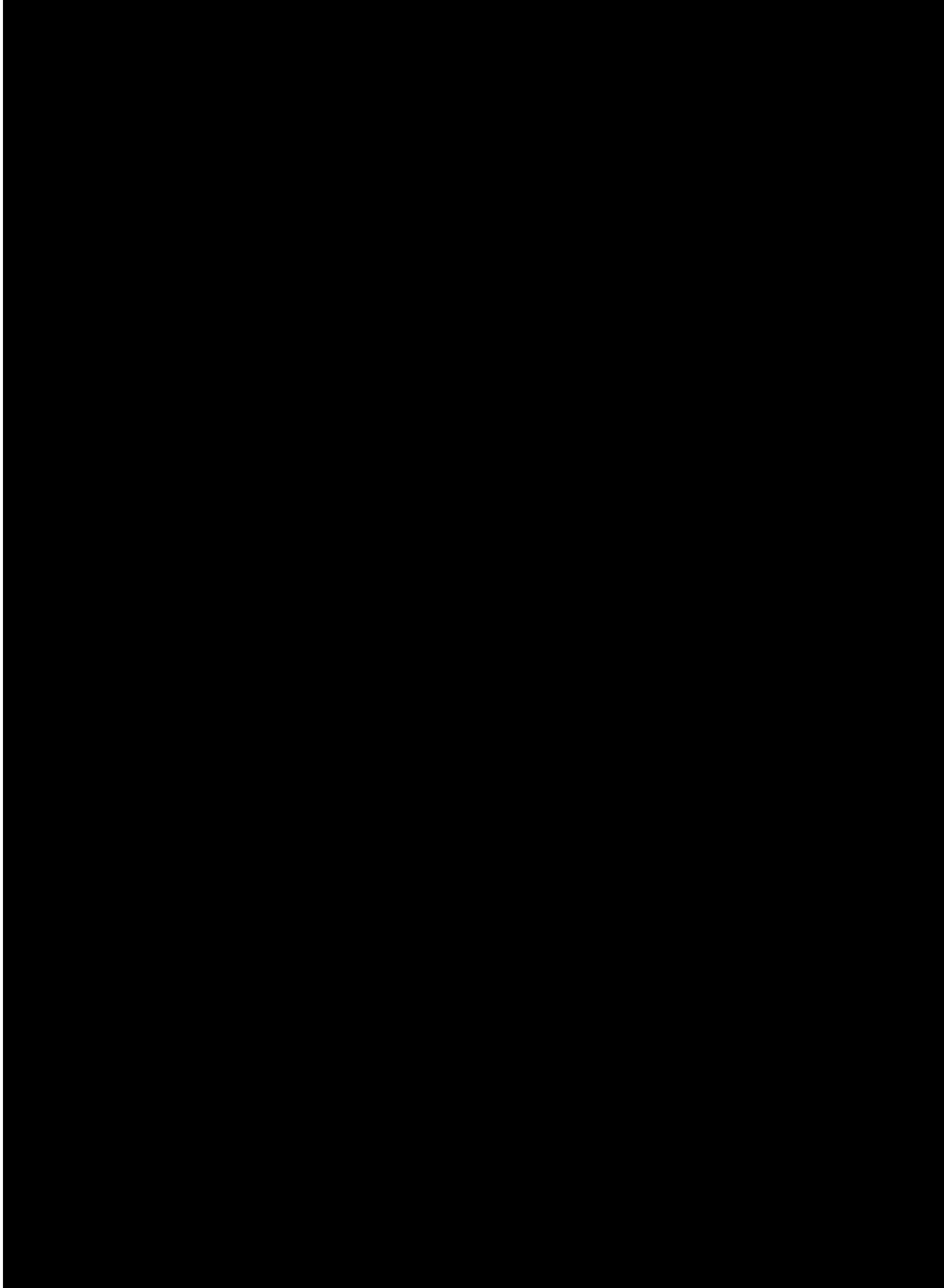




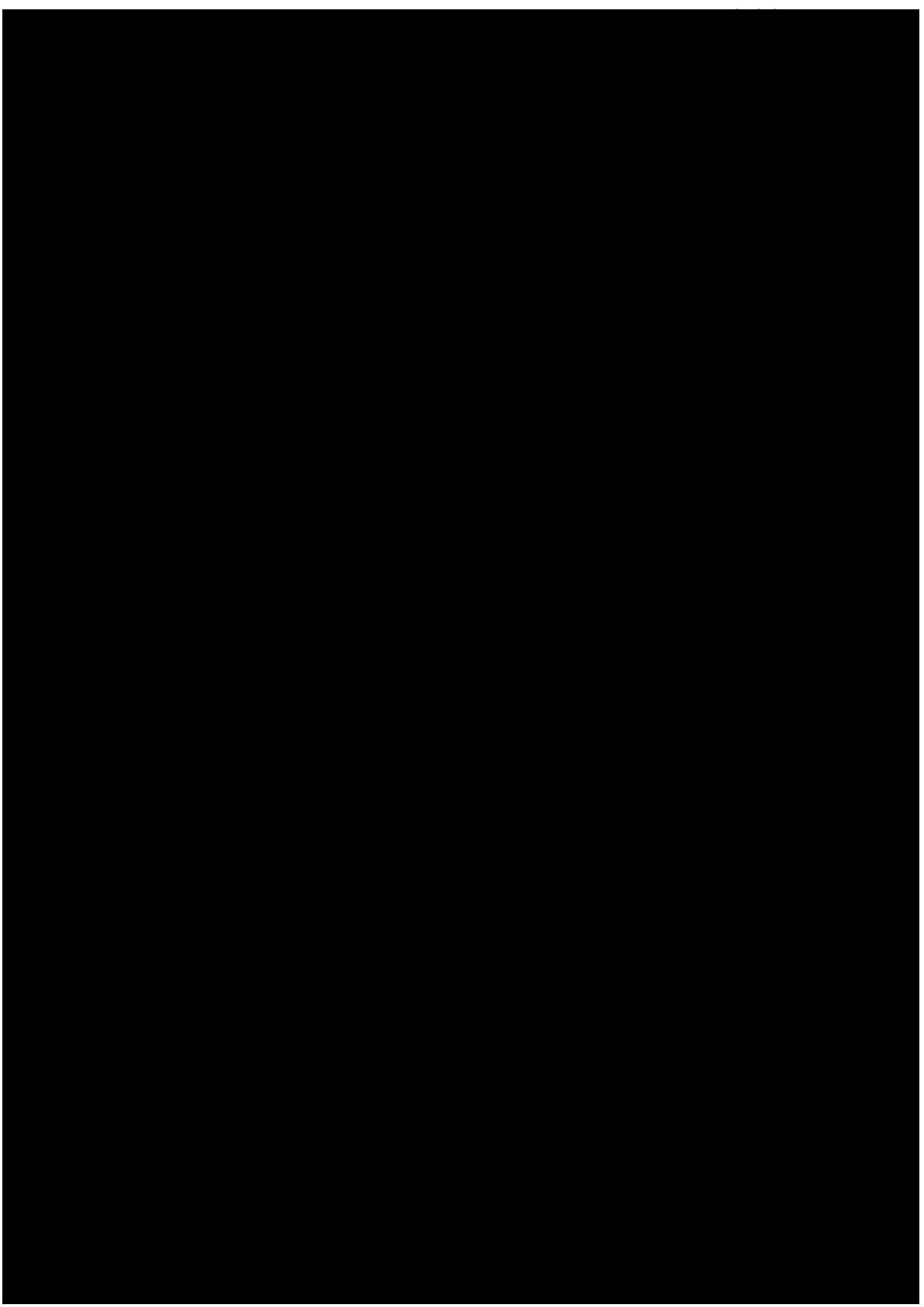


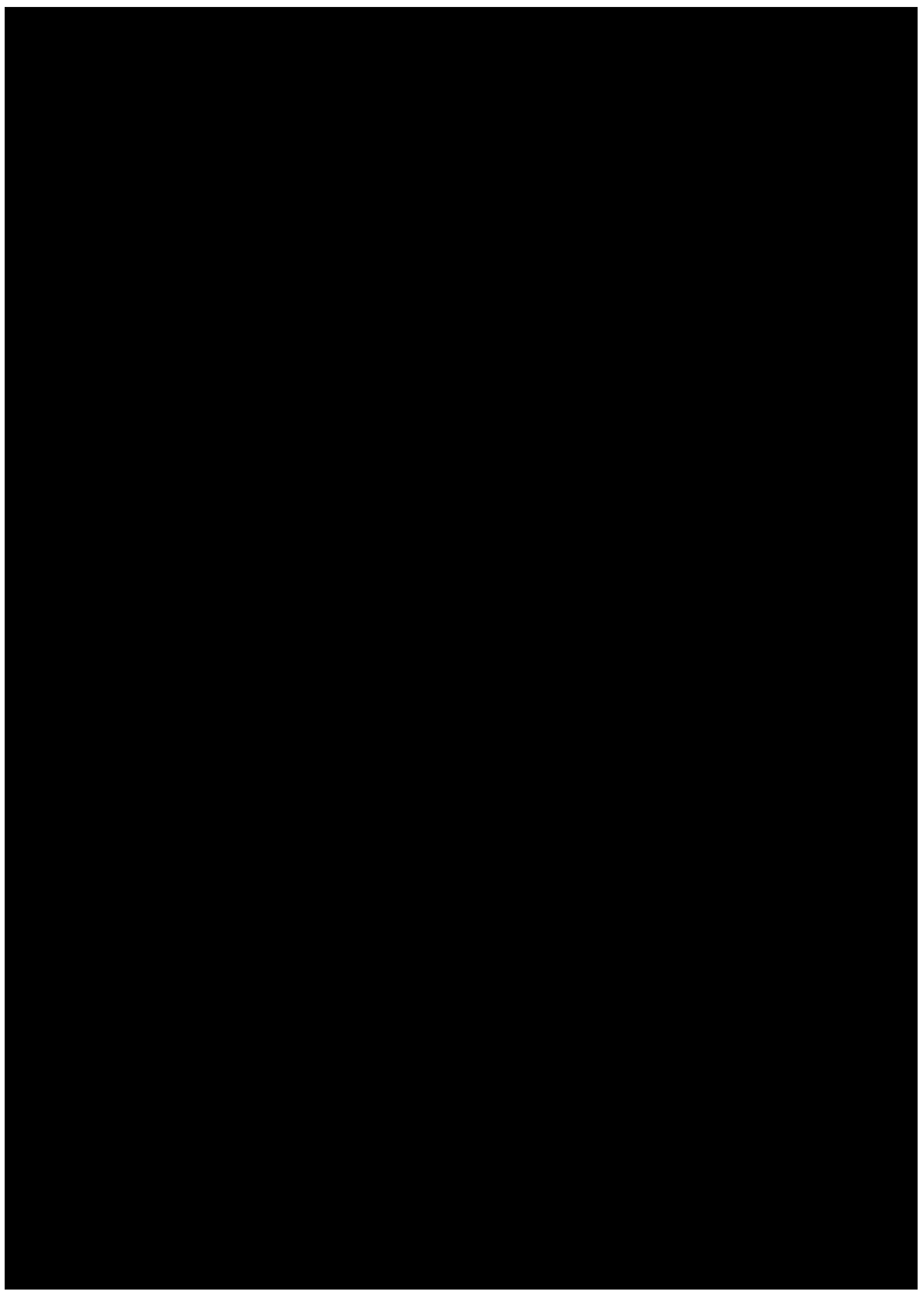


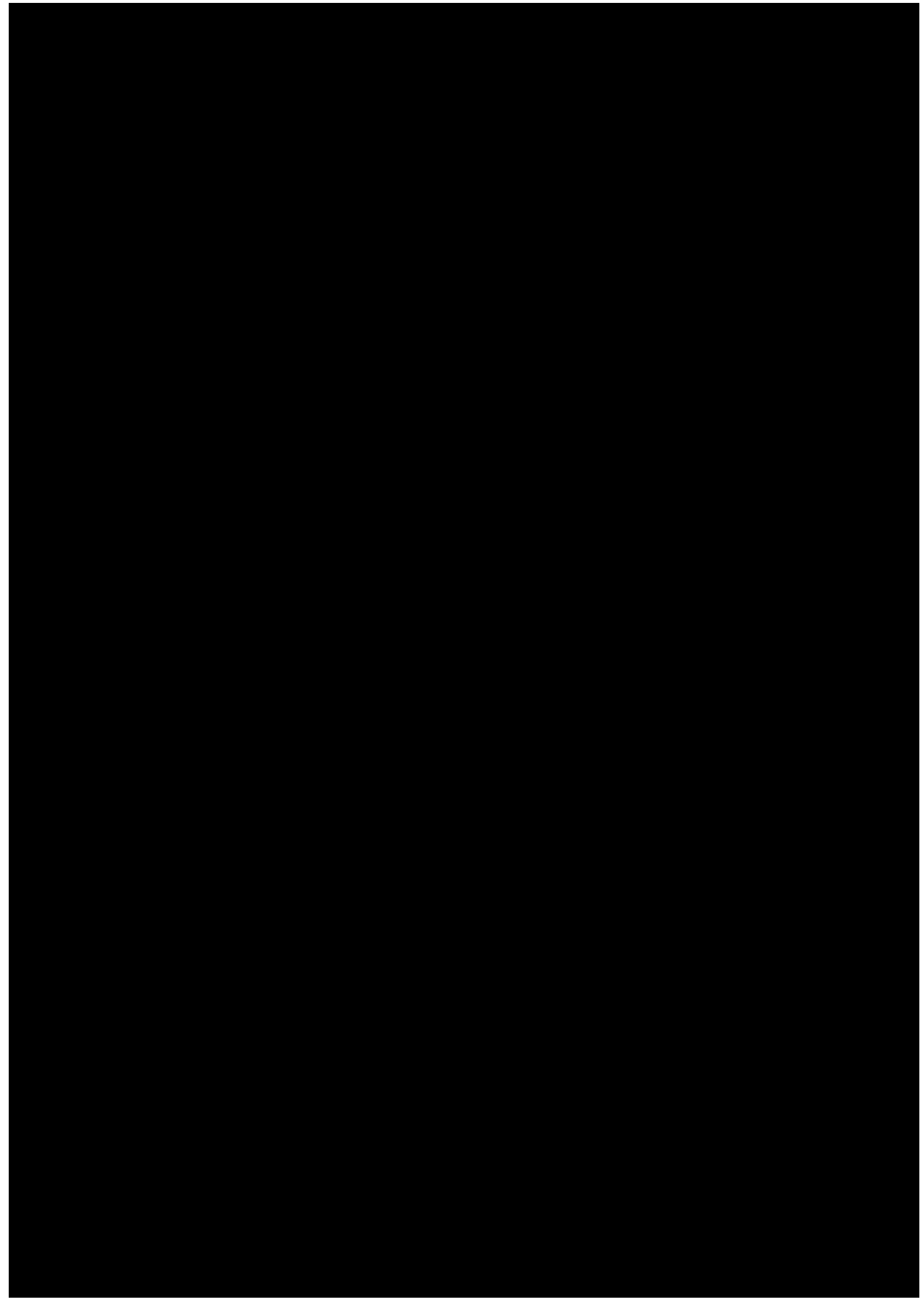










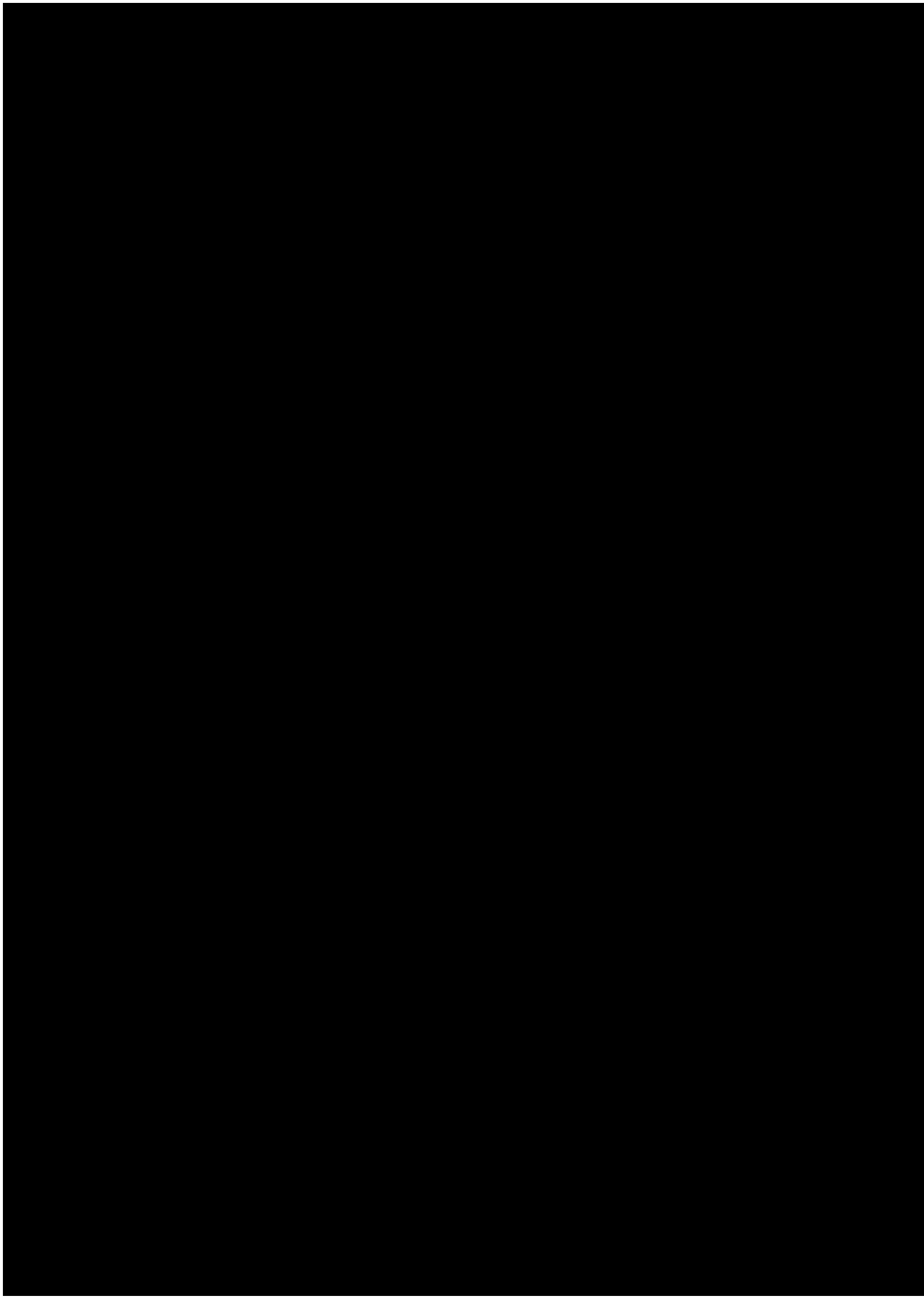


The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can help in decision-making, legal compliance, and financial management. The text emphasizes that records should be organized, up-to-date, and easily accessible to all relevant personnel.

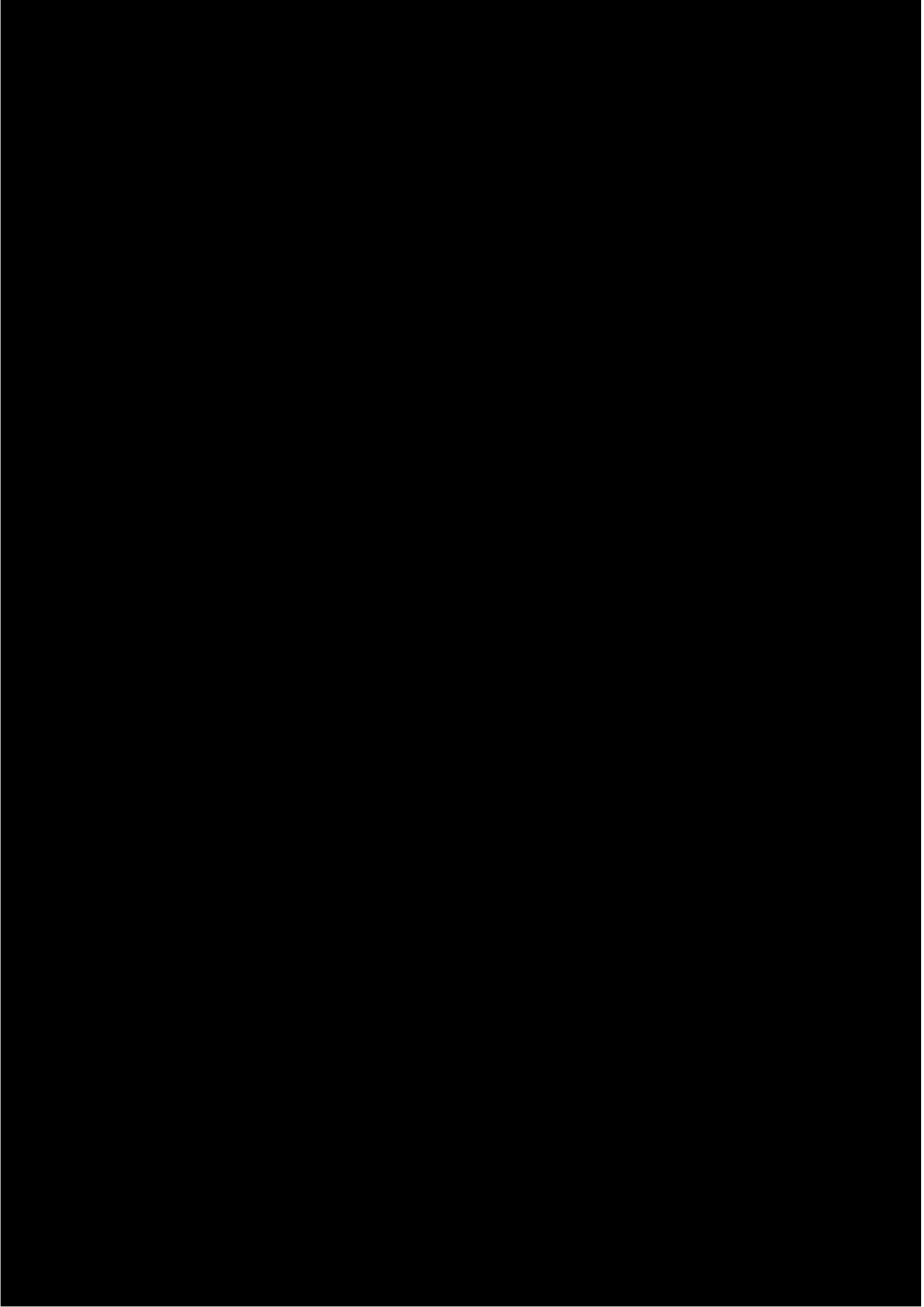
Next, the document addresses the challenges of data management in the digital age. It notes that while digital storage offers convenience and scalability, it also introduces risks such as data loss, security breaches, and information overload. The author suggests implementing robust backup strategies, access controls, and regular data audits to mitigate these risks.

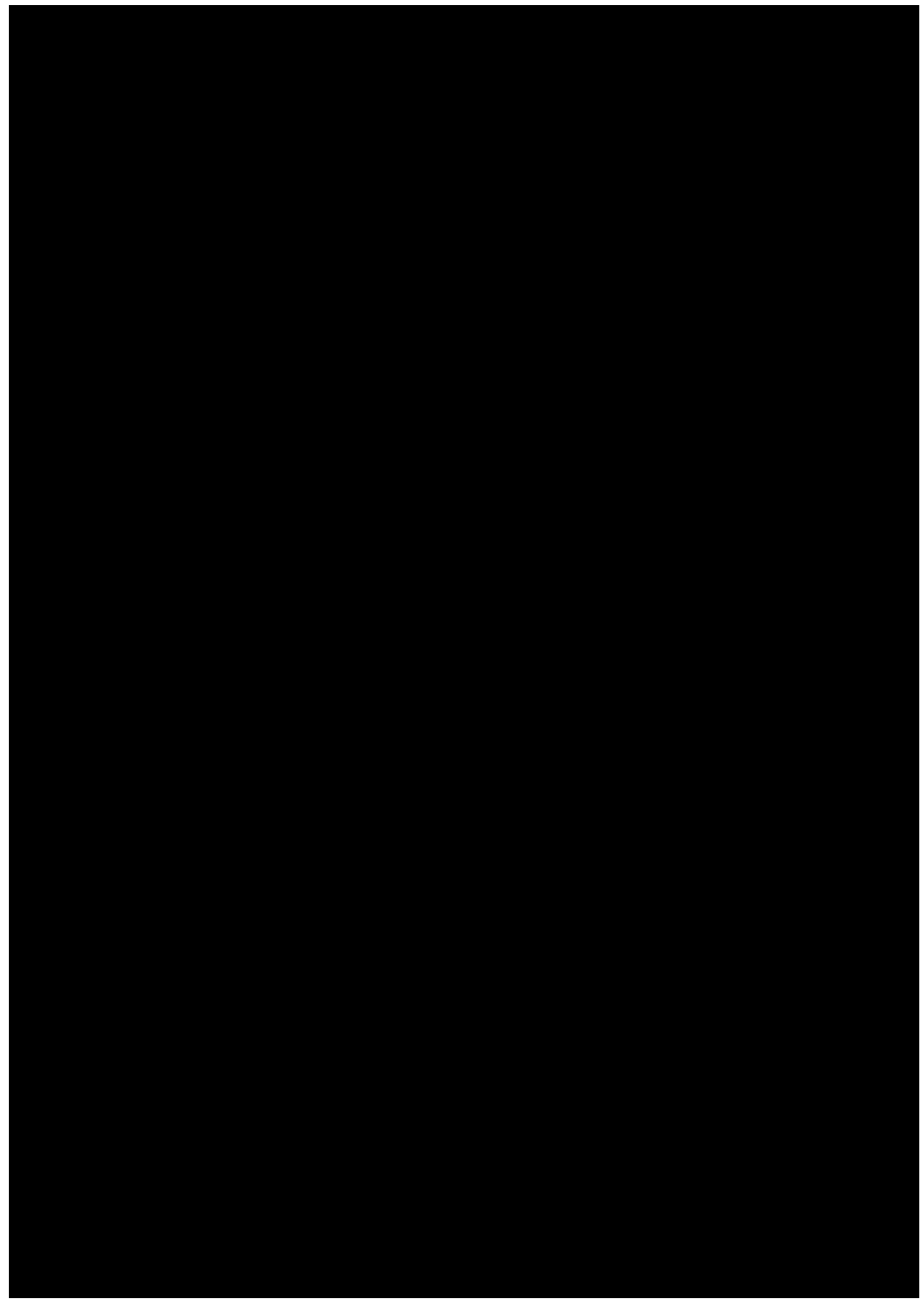
The third section focuses on the role of technology in streamlining record-keeping processes. It explores various software solutions and automation tools that can reduce manual errors and save time. The text encourages businesses to invest in reliable technology and provide training to employees to ensure they can effectively utilize these tools.

Finally, the document concludes by stressing the long-term benefits of a well-maintained record-keeping system. It states that consistent record-keeping not only supports operational efficiency but also provides a historical perspective that is invaluable for strategic planning and growth. The author encourages businesses to adopt a proactive approach to record management to ensure their long-term success.







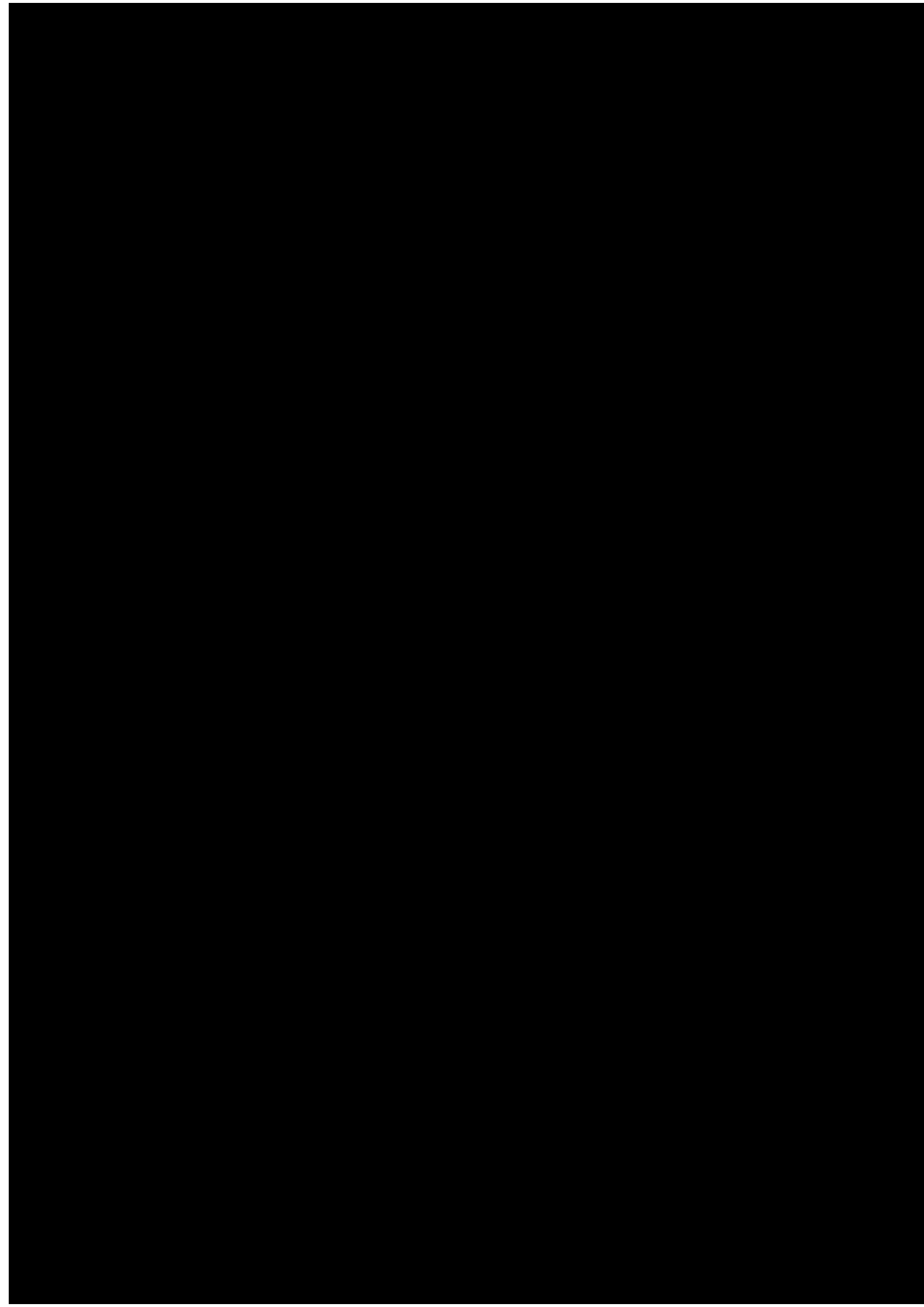


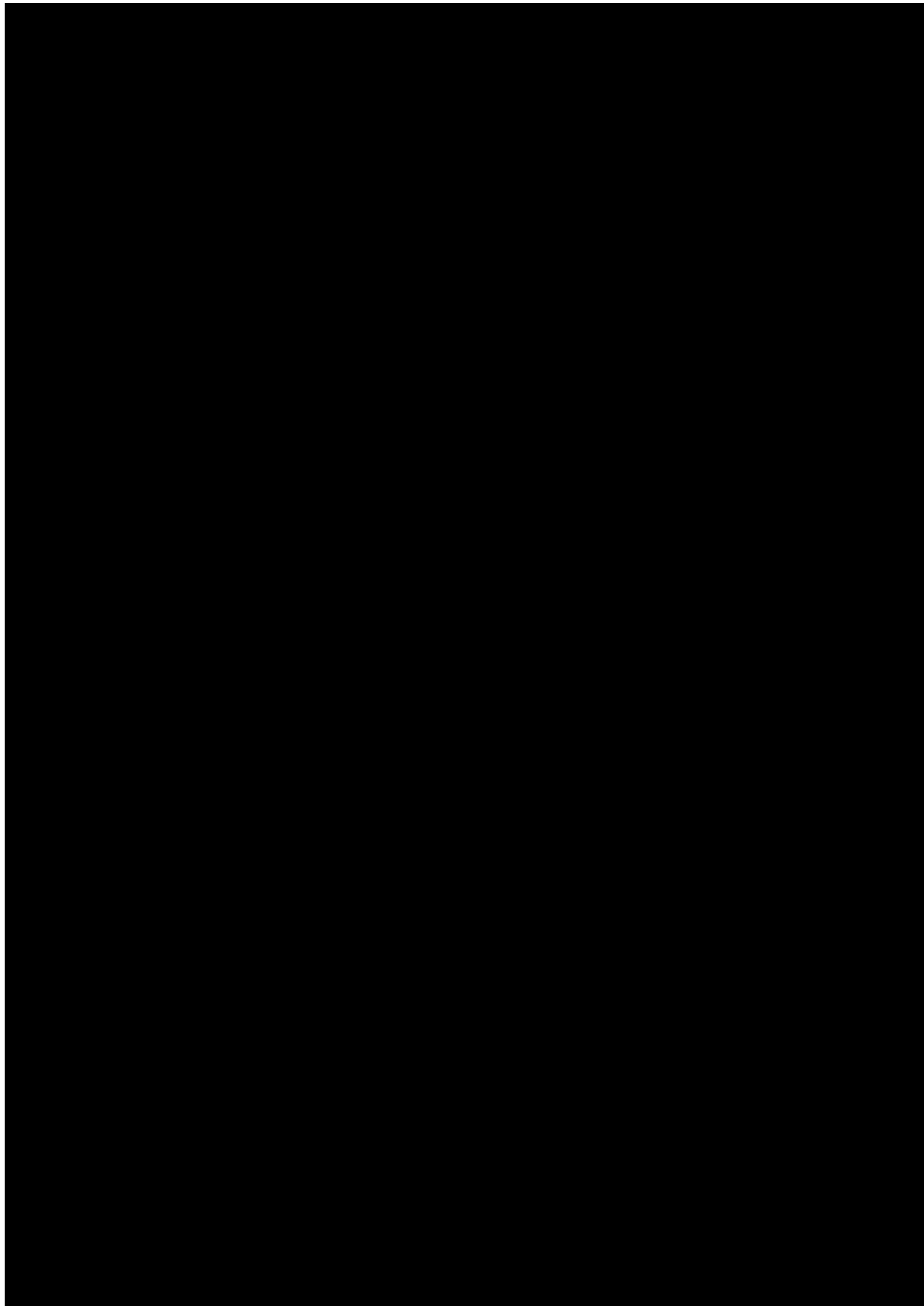
The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and transfers between accounts.

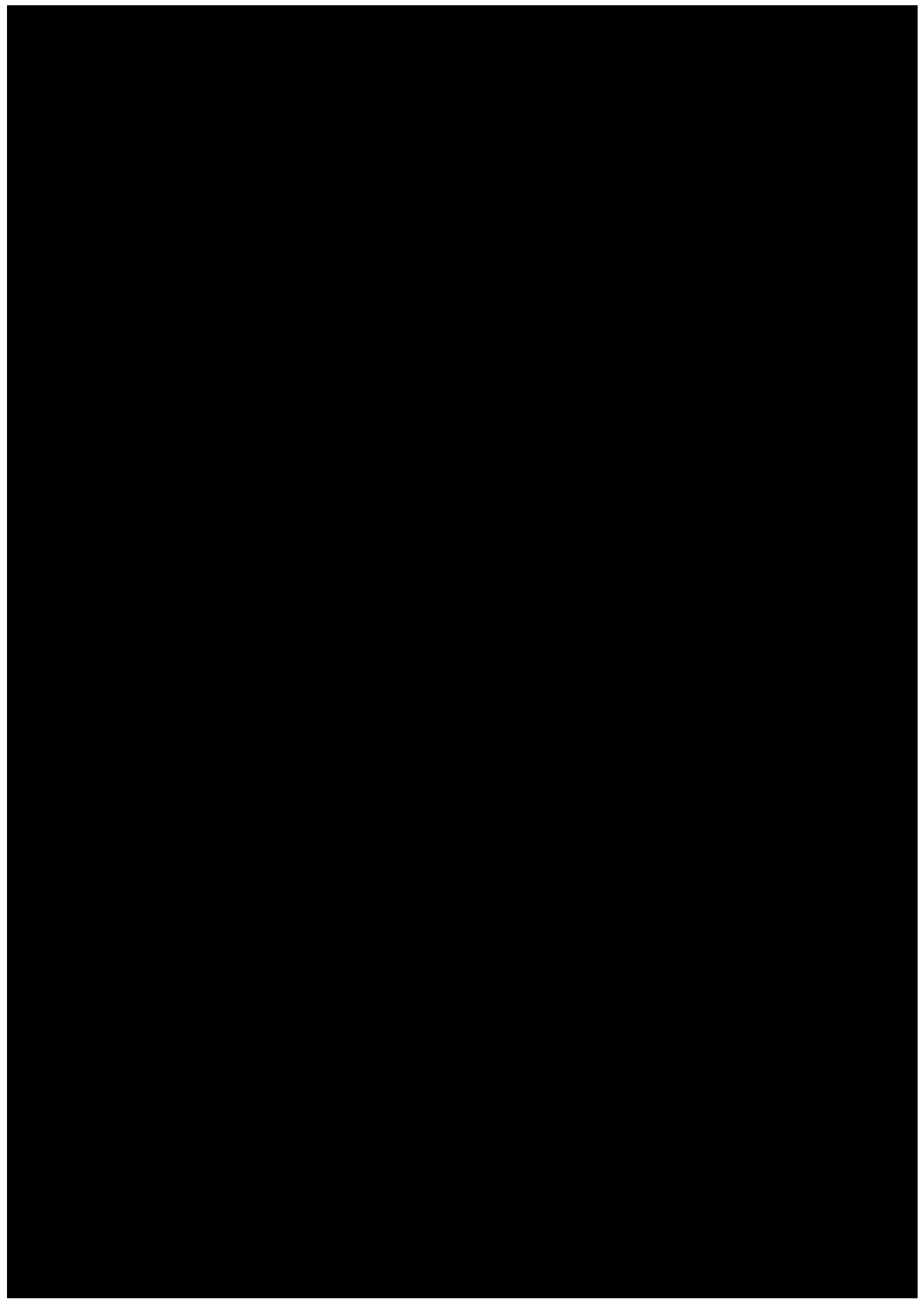
Next, the document outlines the process of reconciling bank statements with the company's records. This involves comparing the bank's record of transactions with the company's ledger to identify any discrepancies. Common reasons for discrepancies include timing differences, such as deposits in transit or outstanding checks, and errors in recording or transcription.

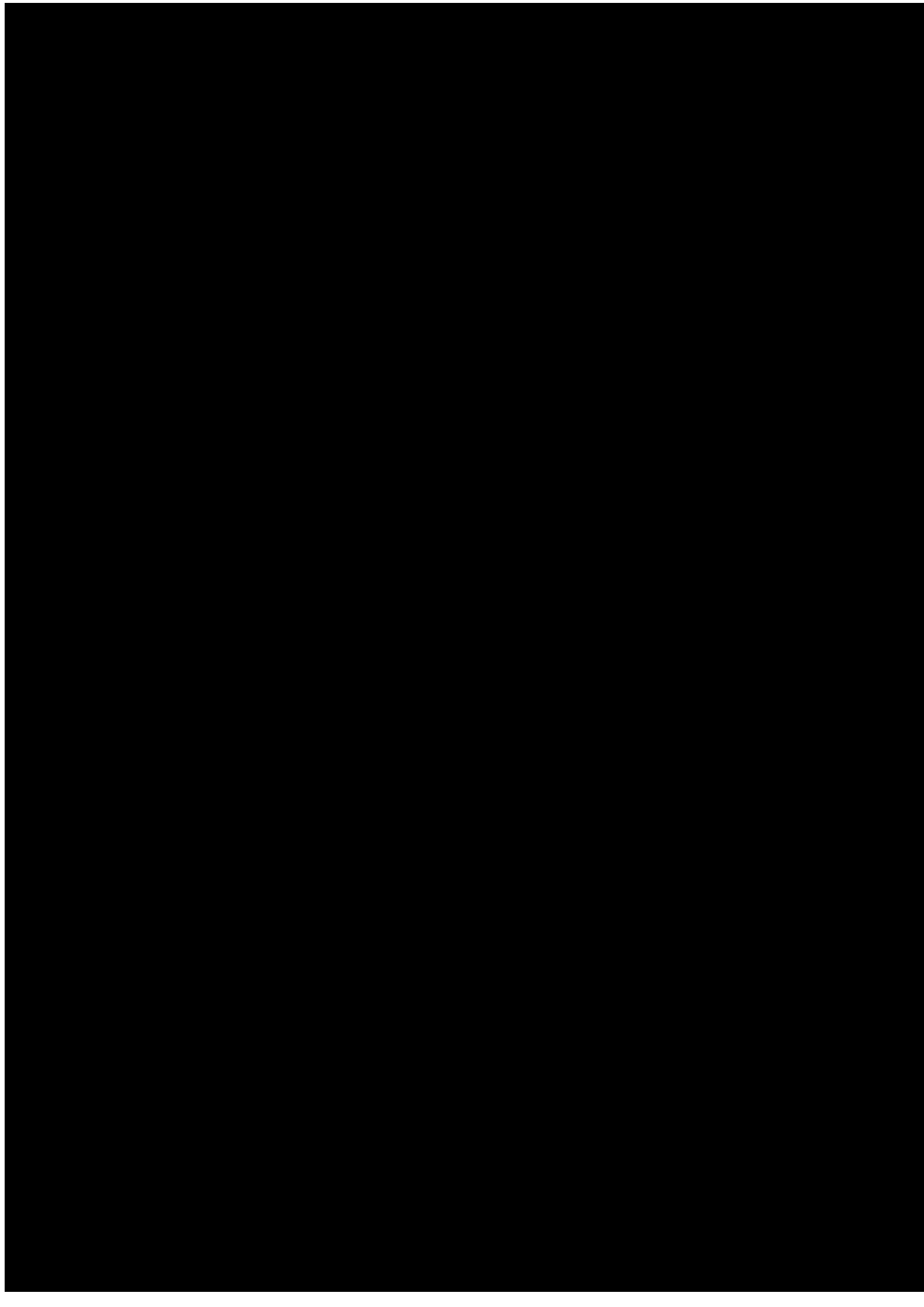
The document then addresses the issue of handling cash and petty cash. It provides guidelines for how to properly record cash receipts and payments, as well as how to manage a petty cash fund. It stresses the need for receipts and proper documentation for all cash transactions to prevent misappropriation and ensure accurate reporting.

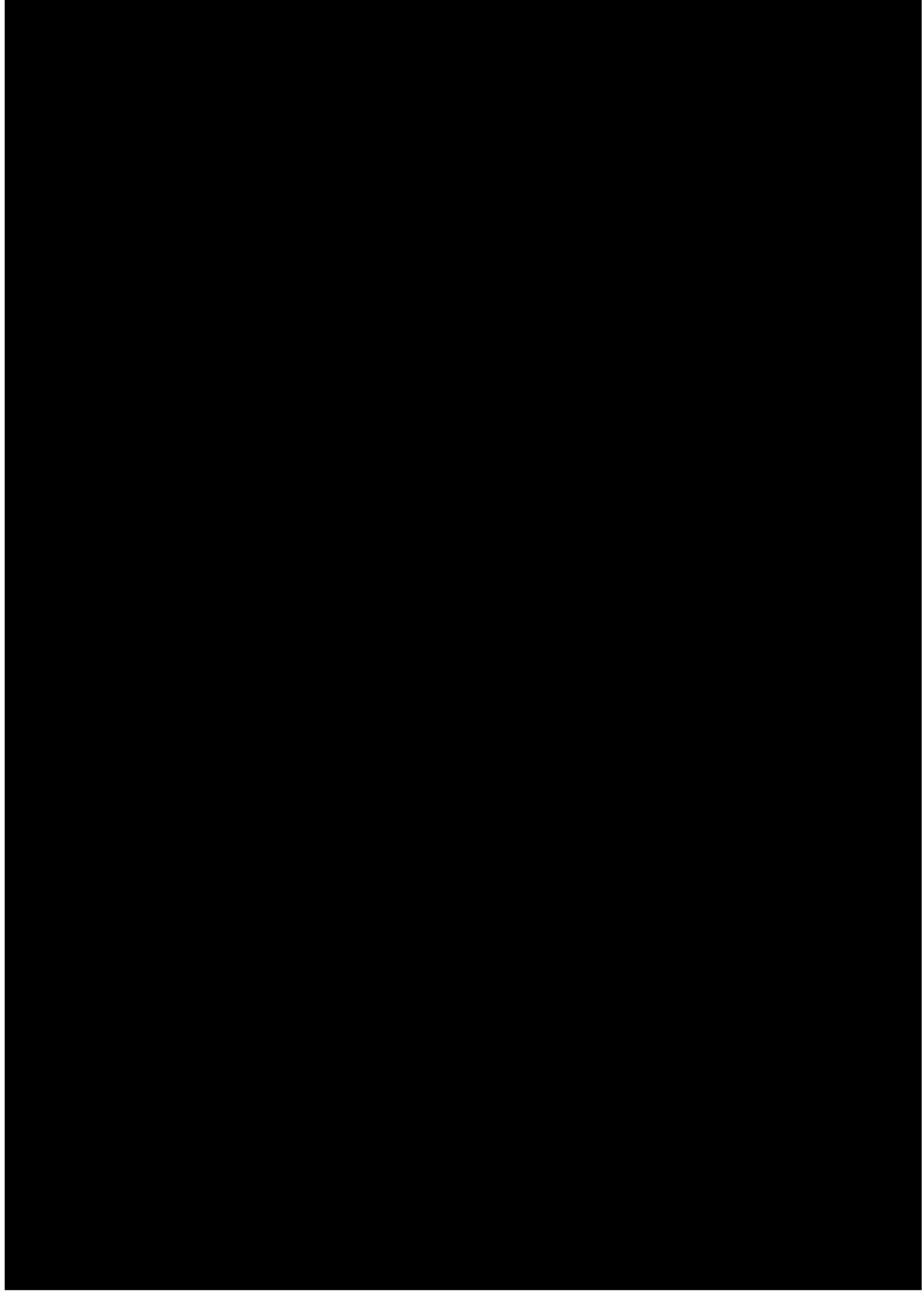
Finally, the document discusses the importance of reviewing and auditing the financial records. Regular reviews help to identify errors and prevent fraud. An external audit provides an independent assessment of the company's financial health and compliance with accounting standards. The document concludes by emphasizing that accurate and timely financial reporting is essential for the success and growth of any business.



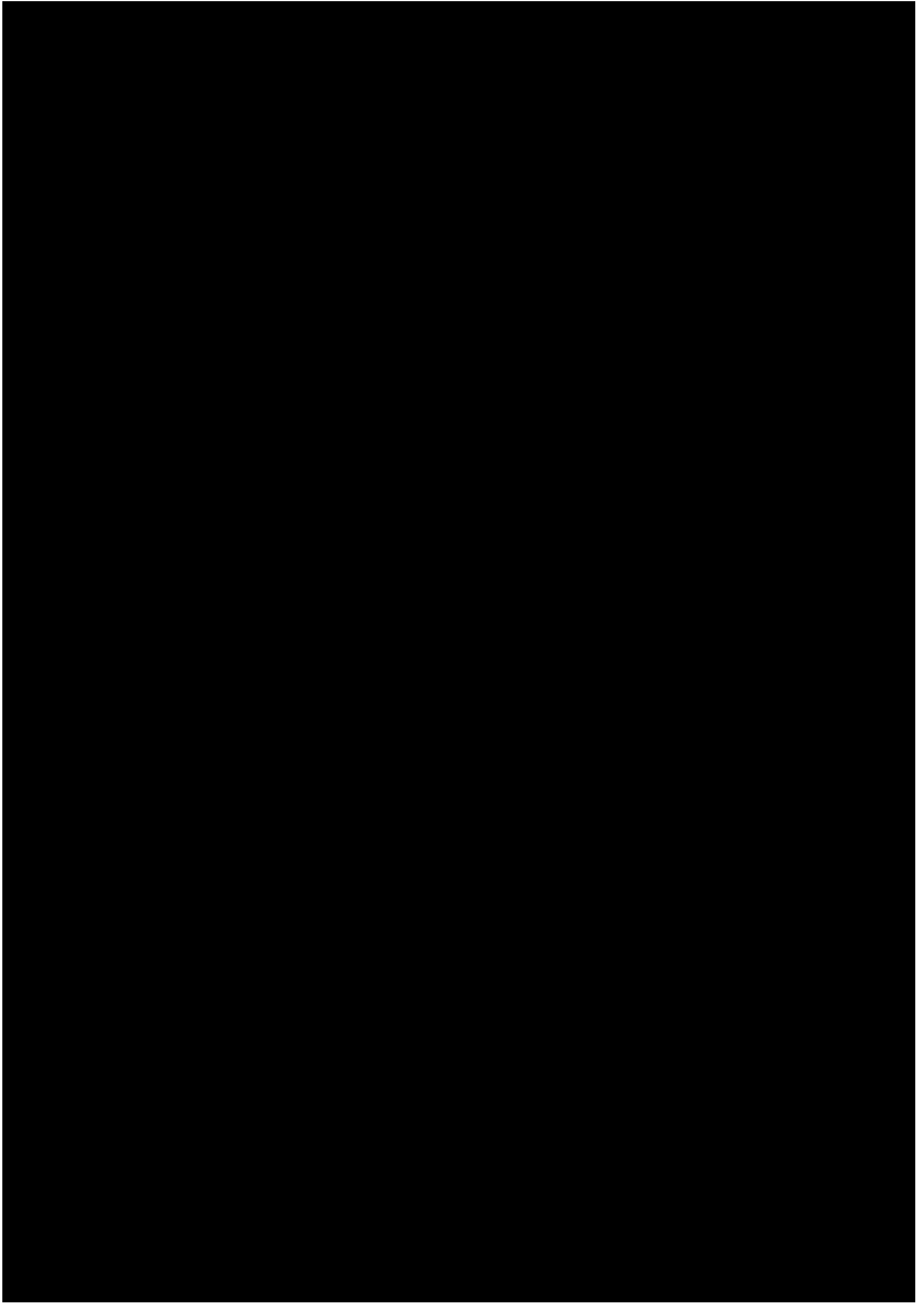


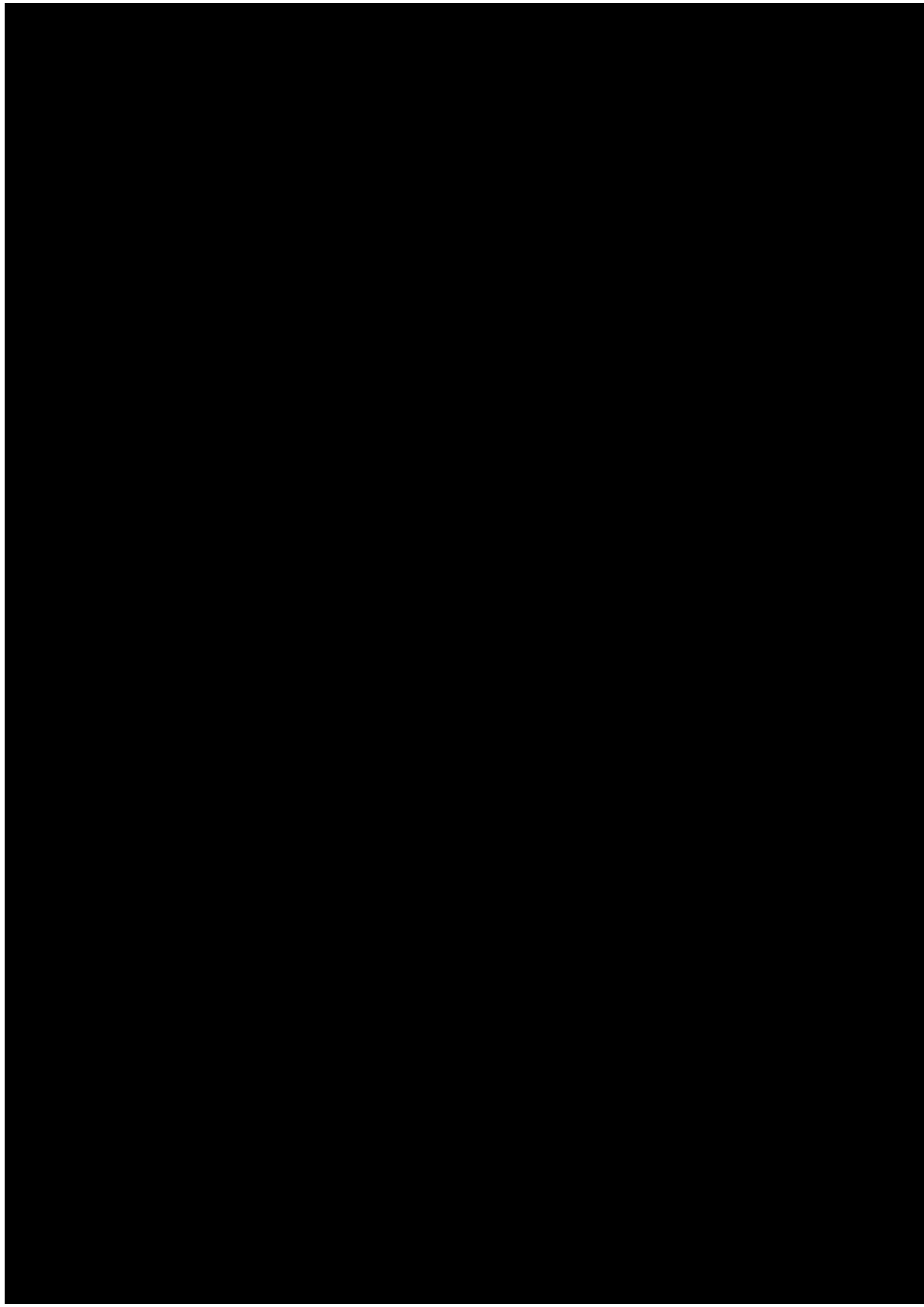


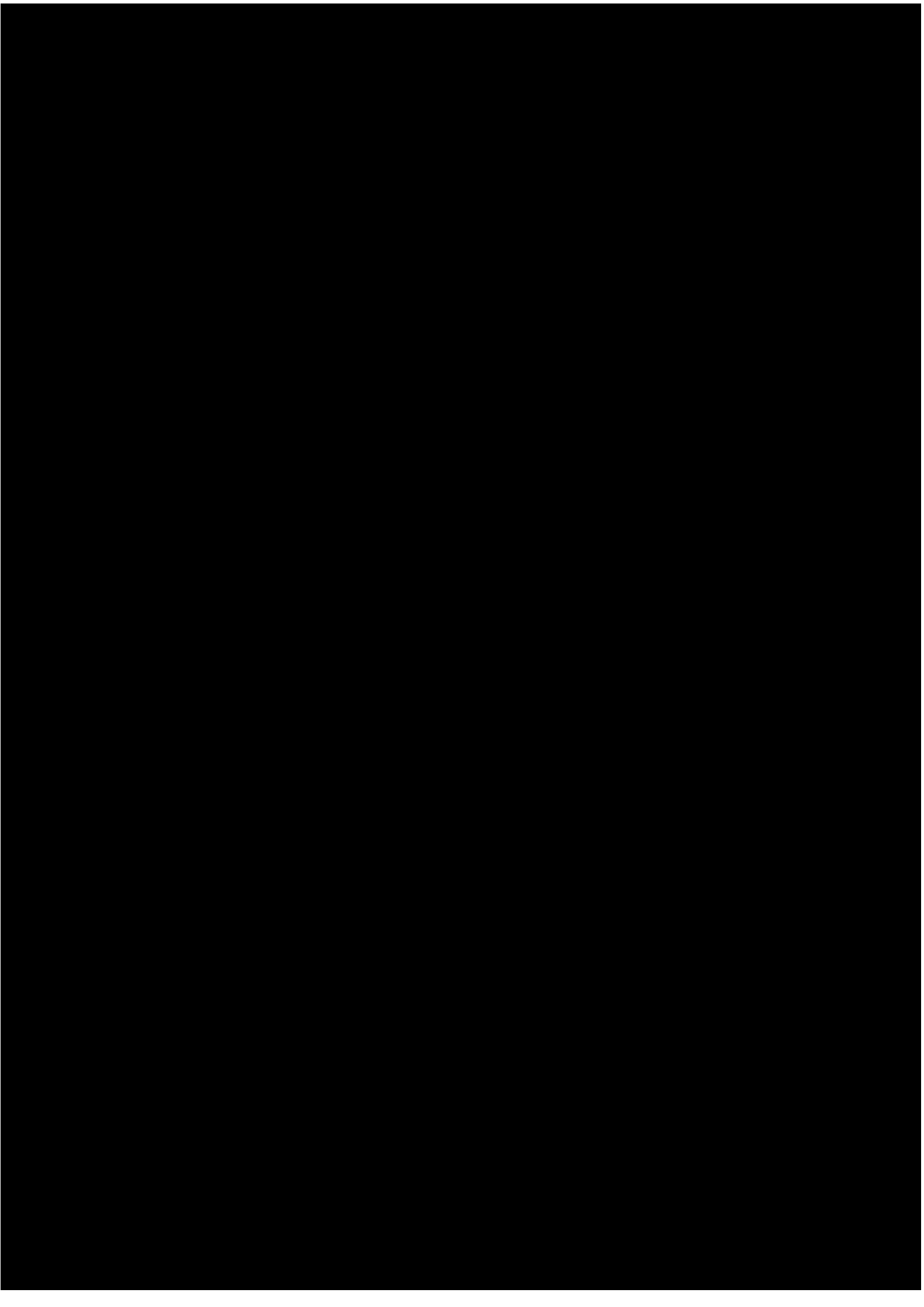


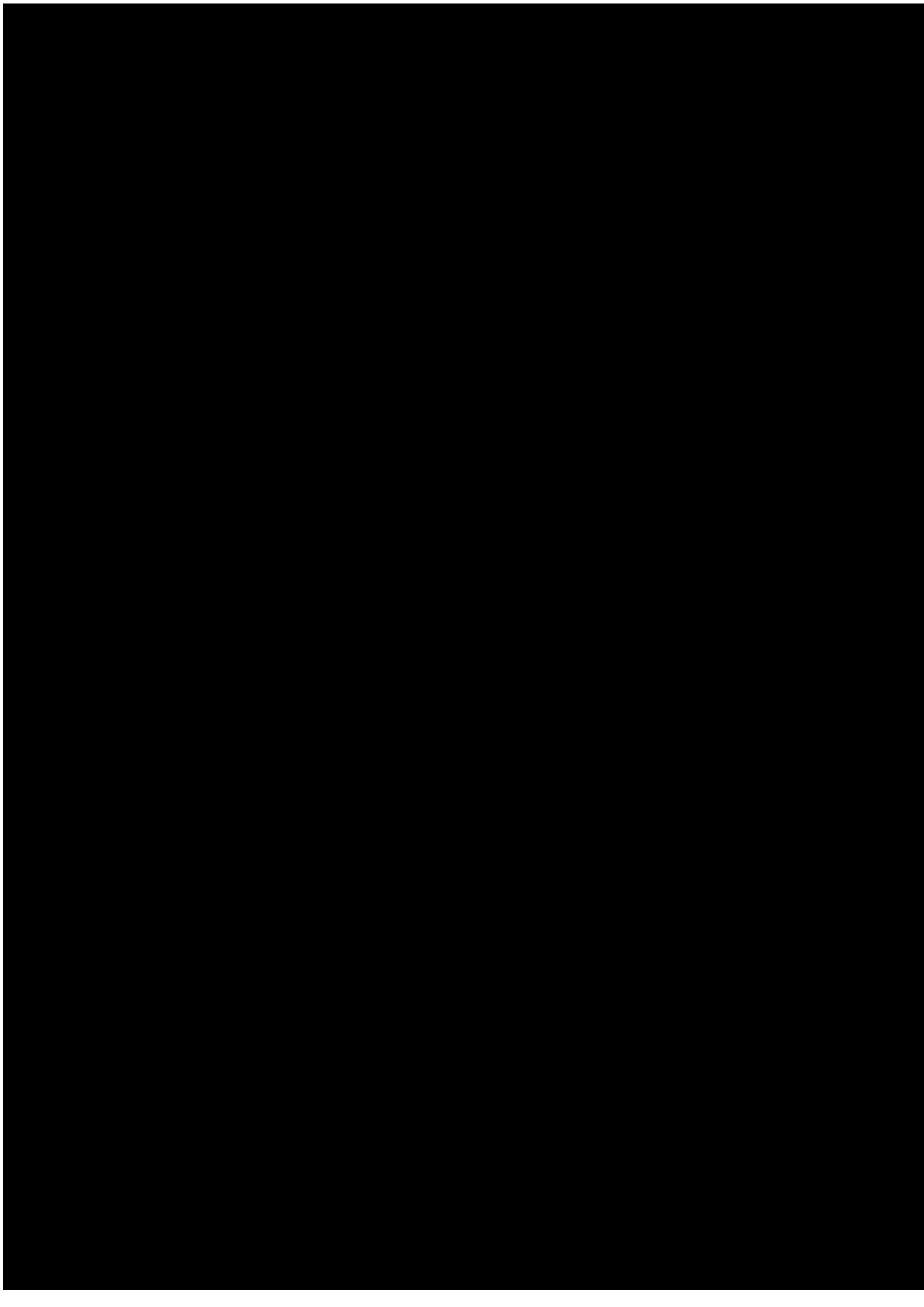


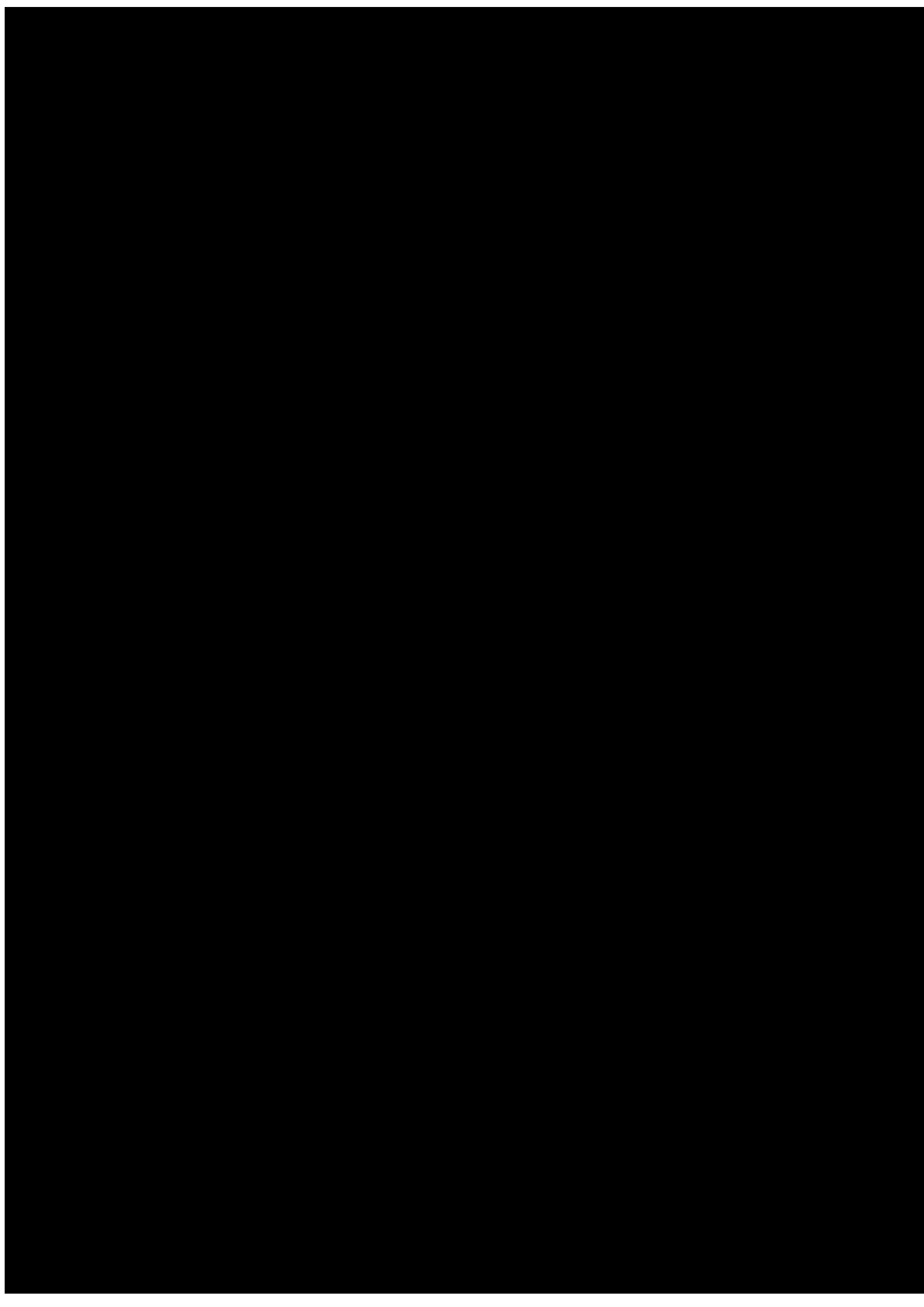












The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur. It is essential to ensure that all entries are properly documented and supported by appropriate evidence.

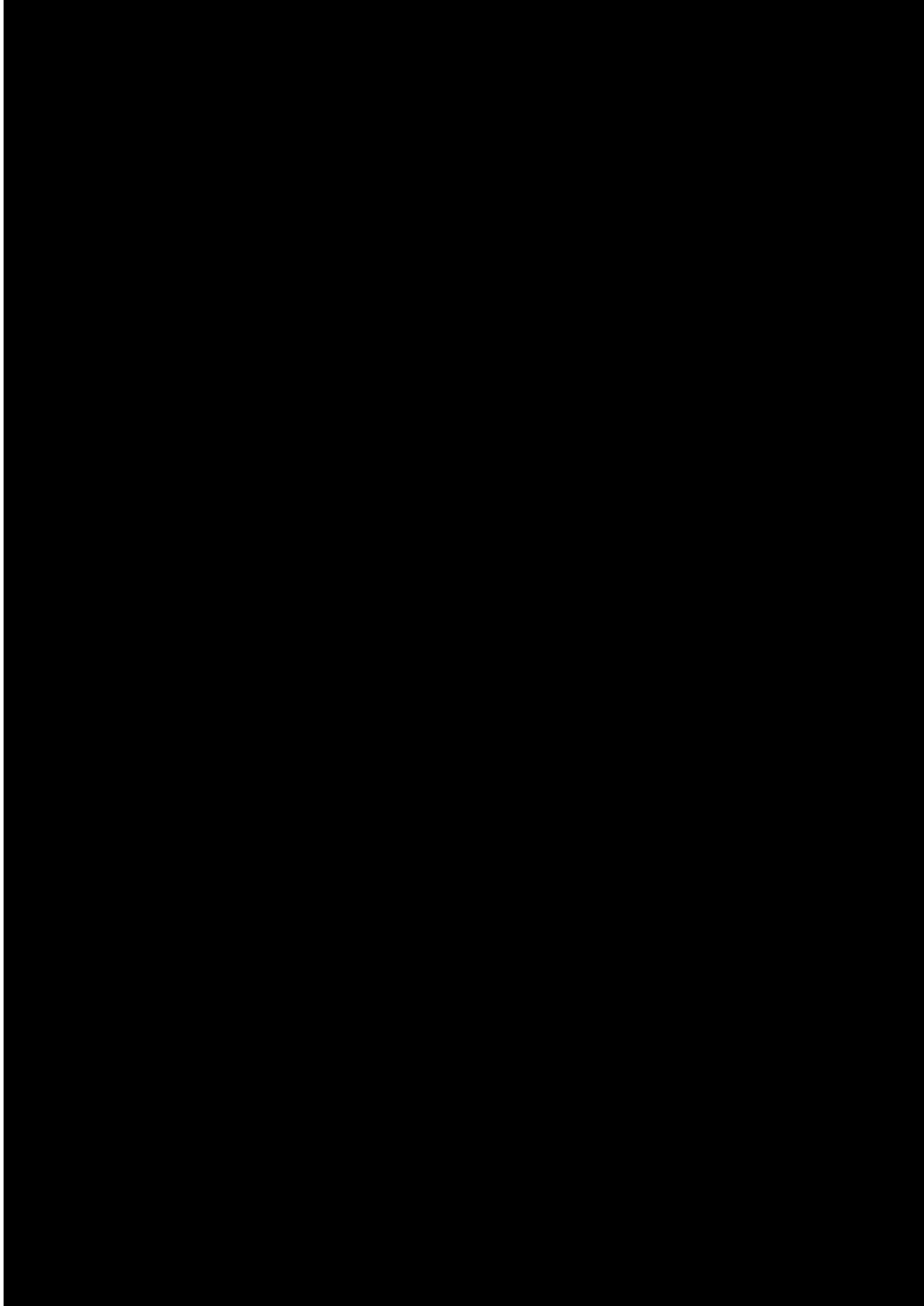
In addition, it is important to regularly review and reconcile the accounts to ensure that they are up-to-date and accurate. This process helps to identify any discrepancies or errors early on, allowing them to be corrected before they become more significant.

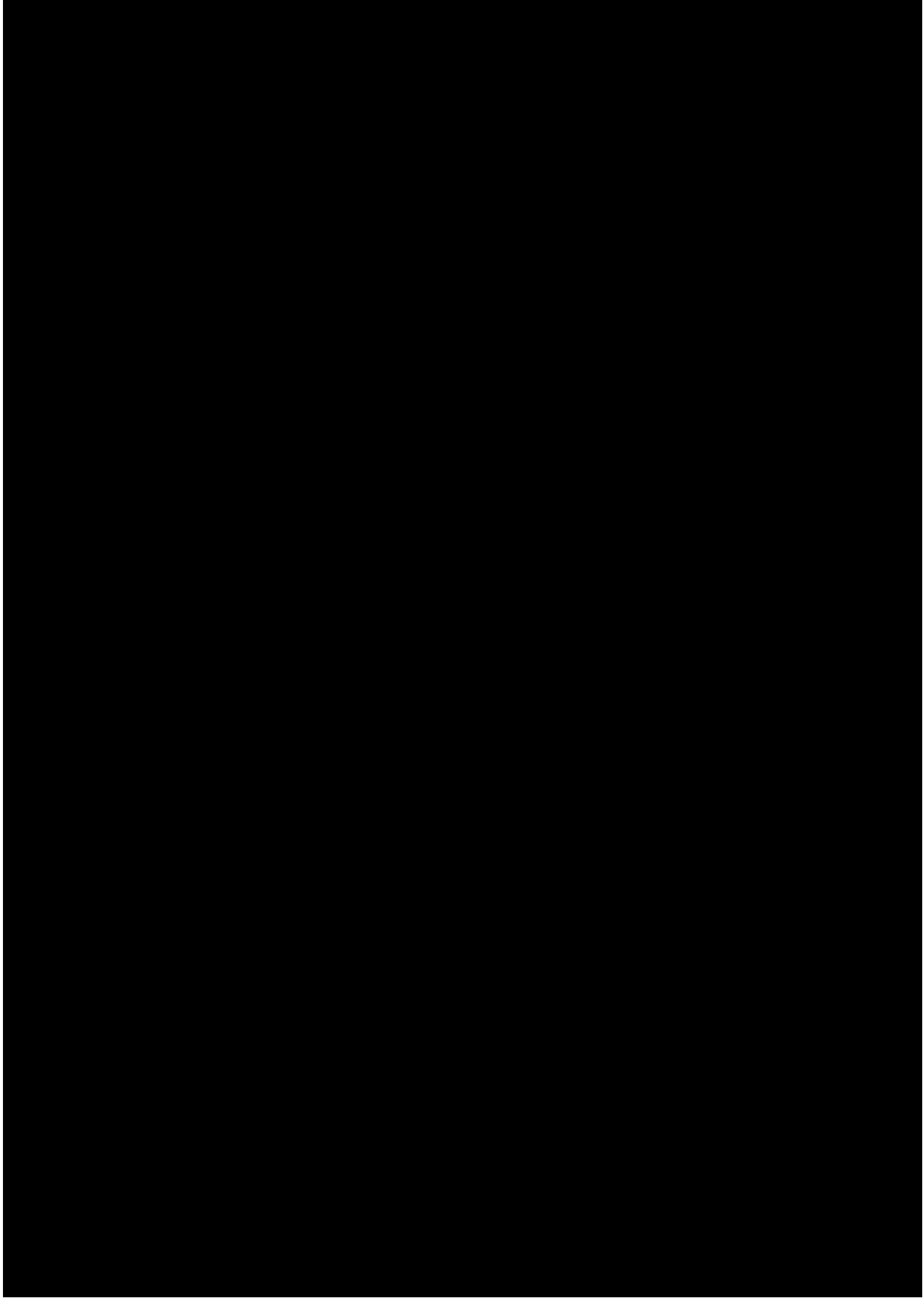
Finally, it is crucial to maintain a clear and organized system for storing and retrieving financial records. This can be achieved through the use of proper filing techniques and the implementation of a robust accounting system.

By following these guidelines, you can ensure that your financial records are accurate, complete, and easy to access. This will help you to make informed decisions and maintain the financial health of your business.

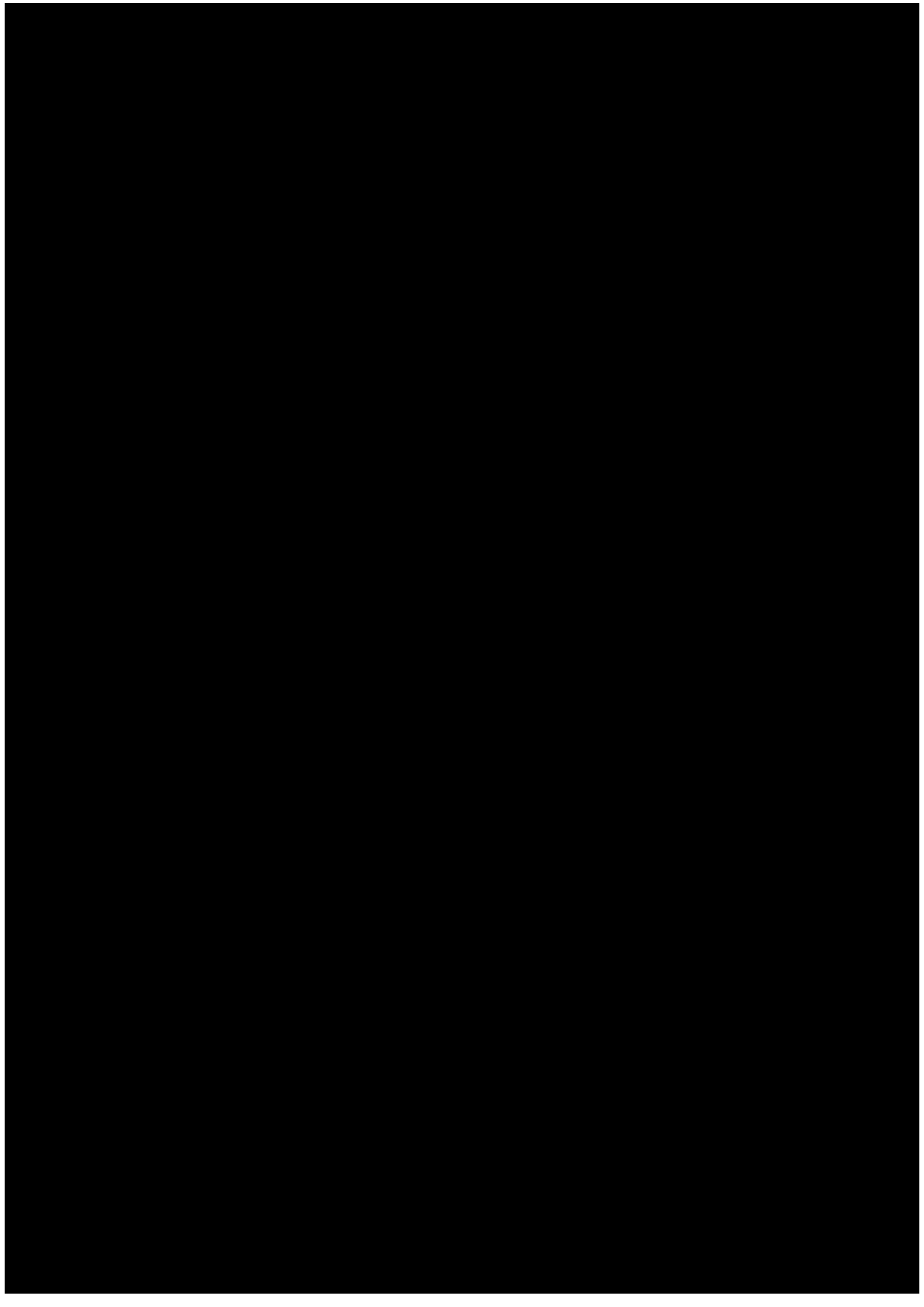
The second part of the document provides a detailed overview of the various accounting methods and techniques used in the industry. This includes a discussion of the different types of accounts, the rules governing their use, and the various methods for calculating and reporting financial results.

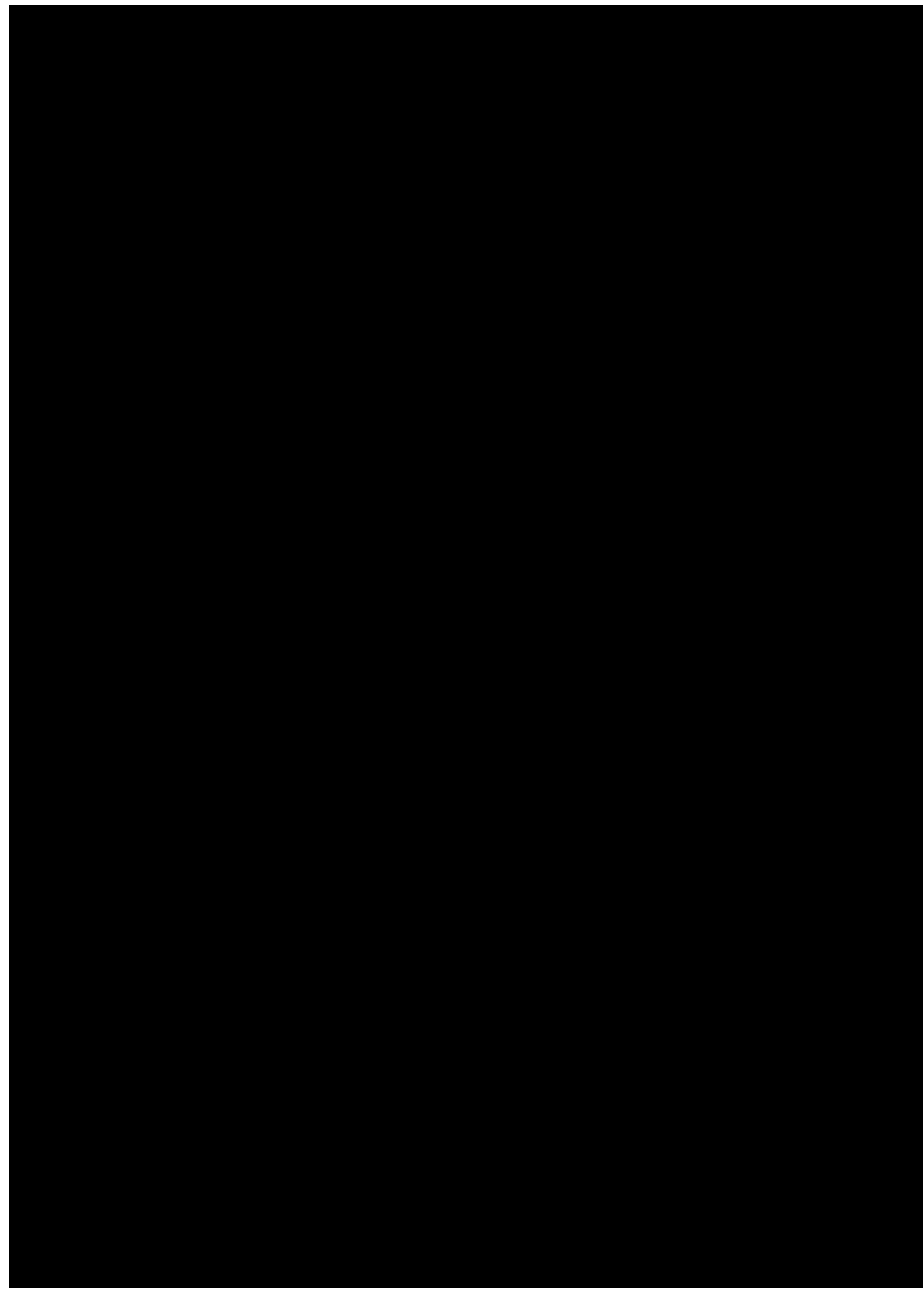
It is important to understand these concepts in order to effectively manage your business's finances and ensure that you are in compliance with all applicable laws and regulations.

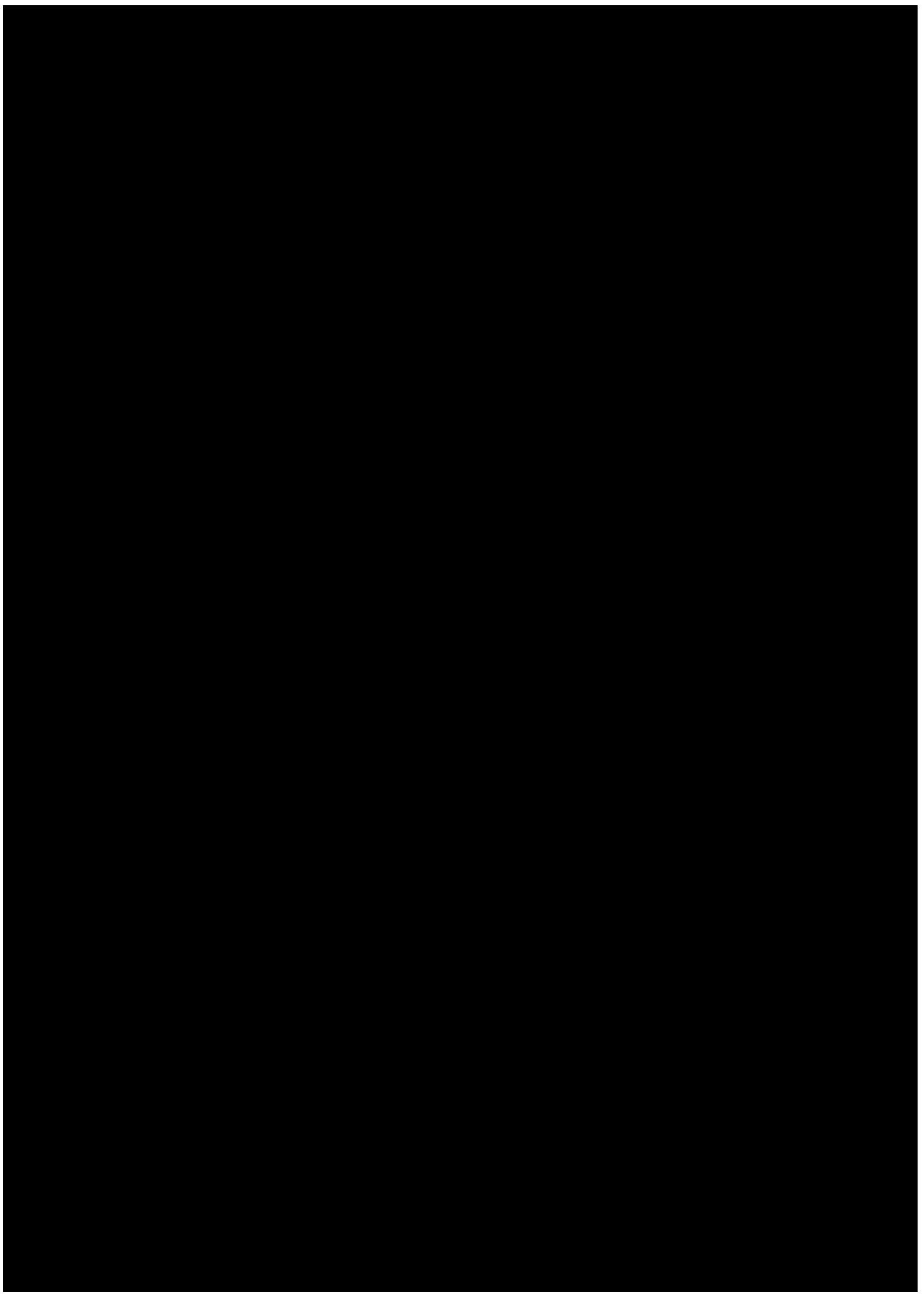


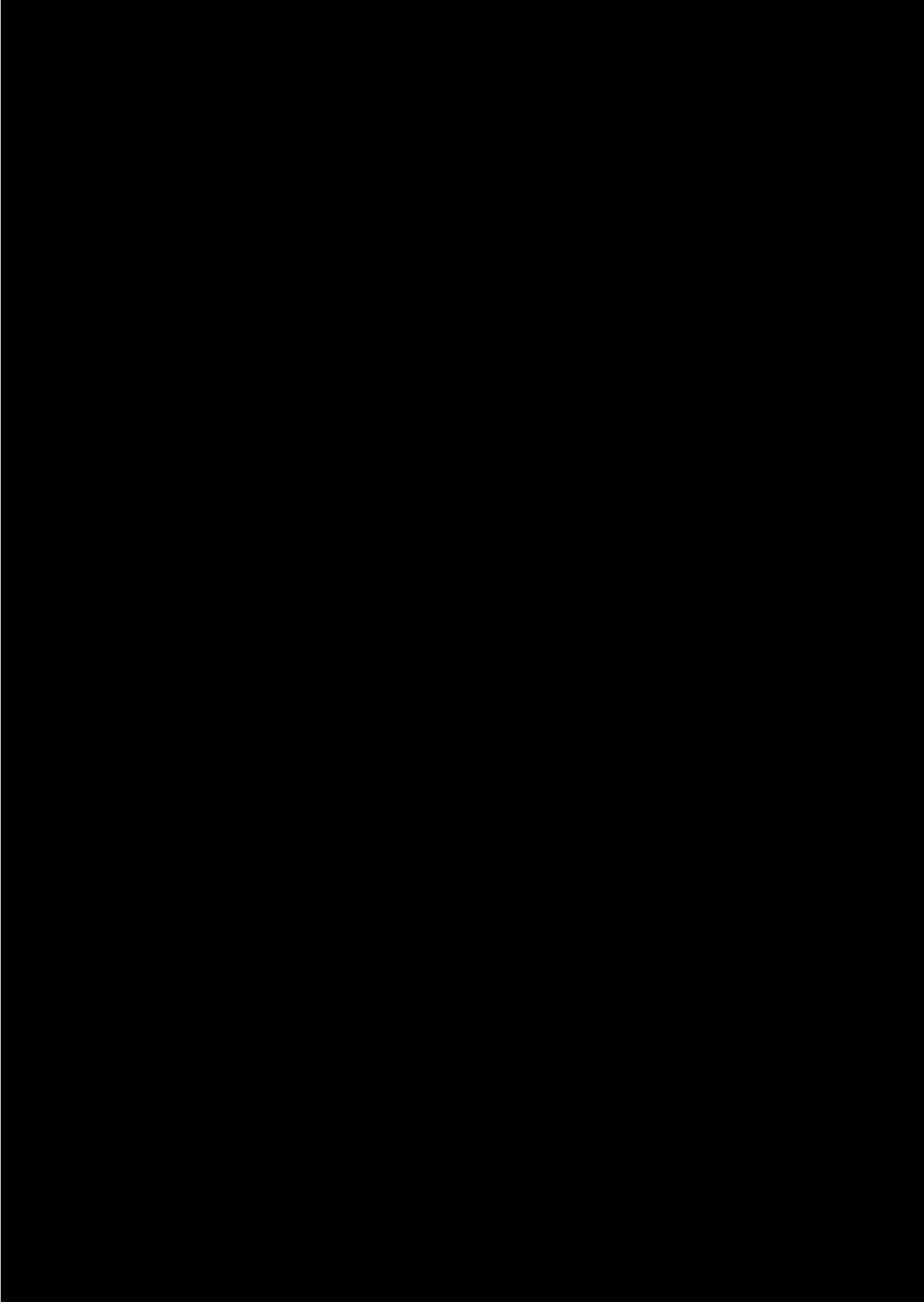


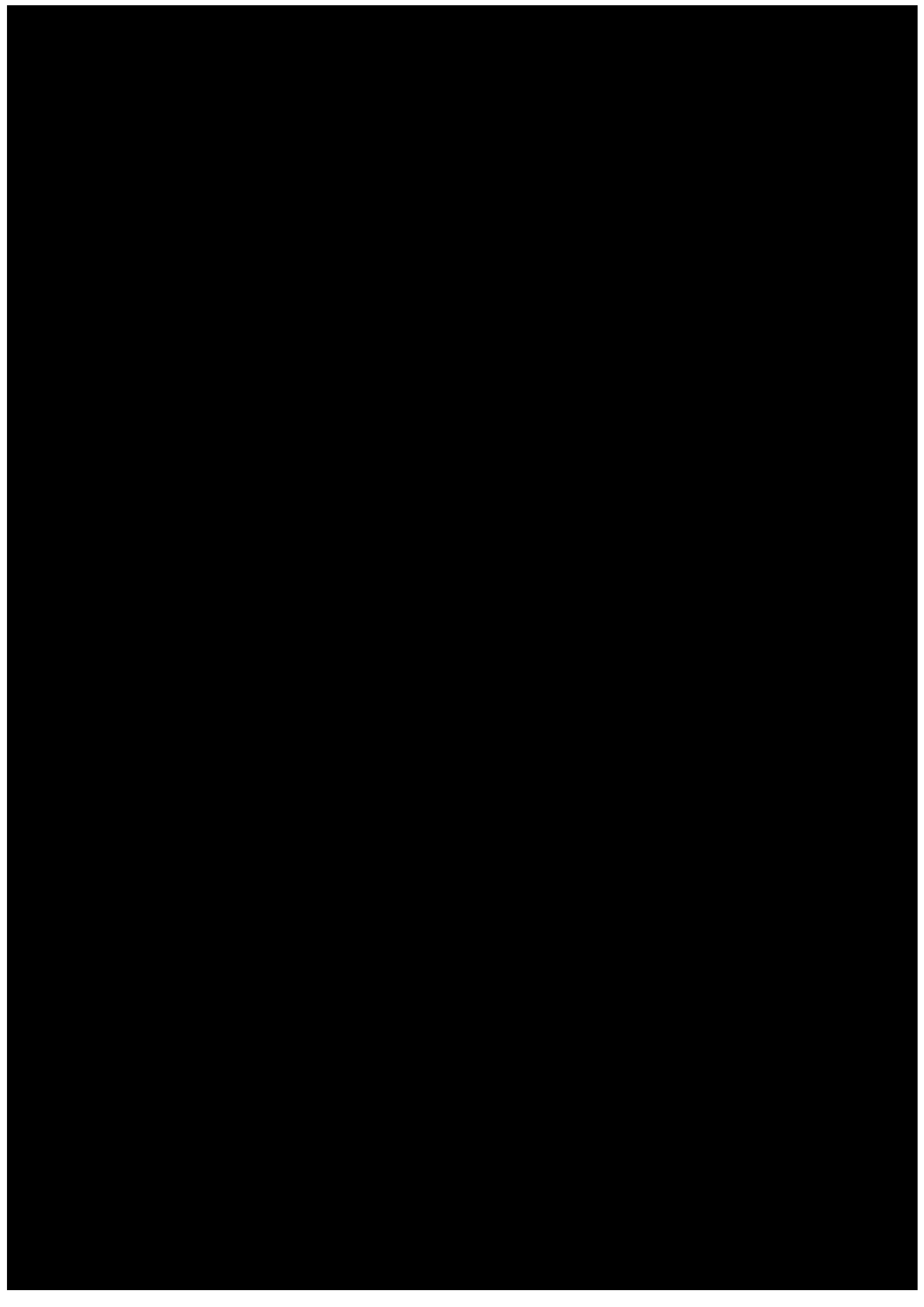


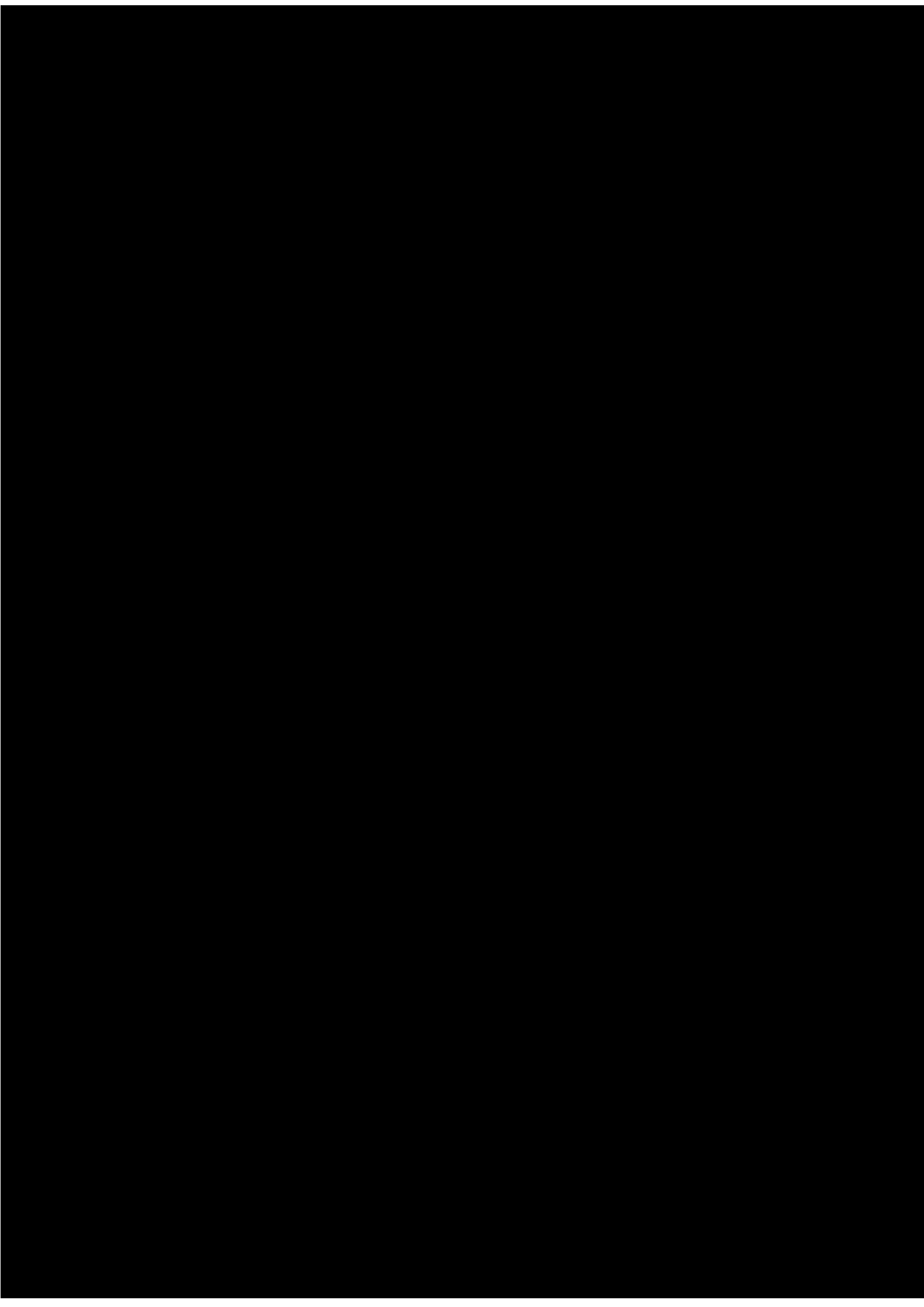


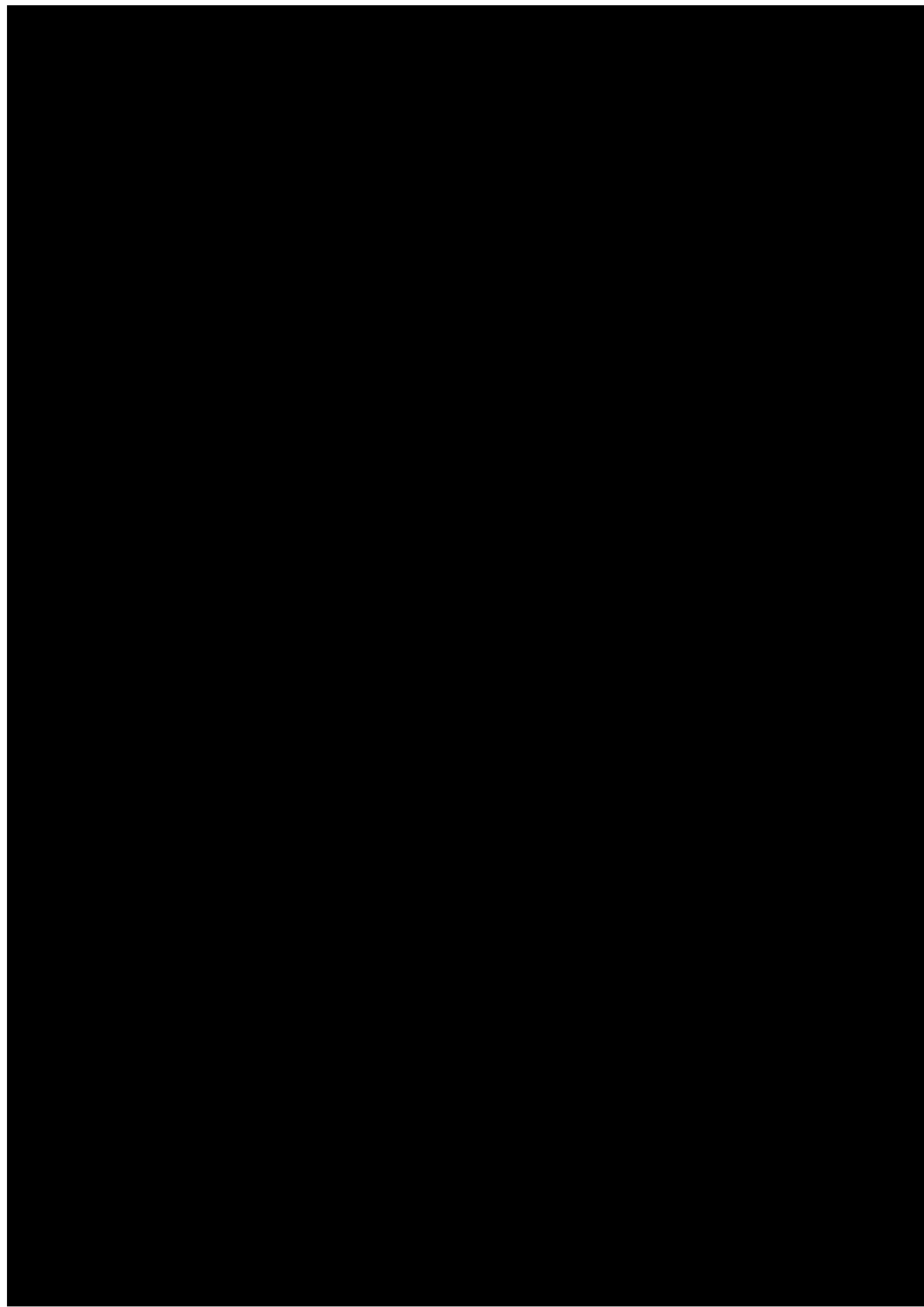


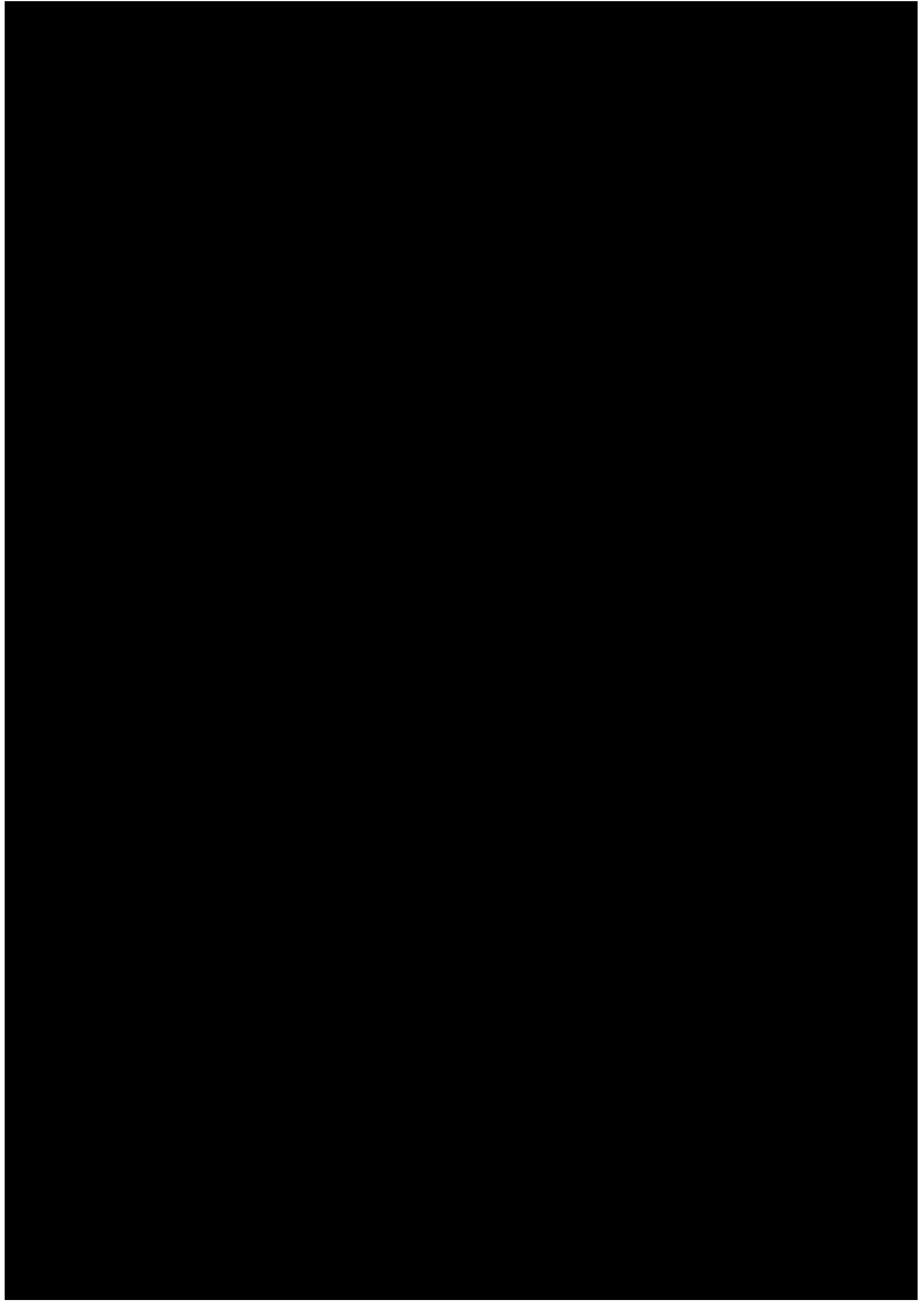




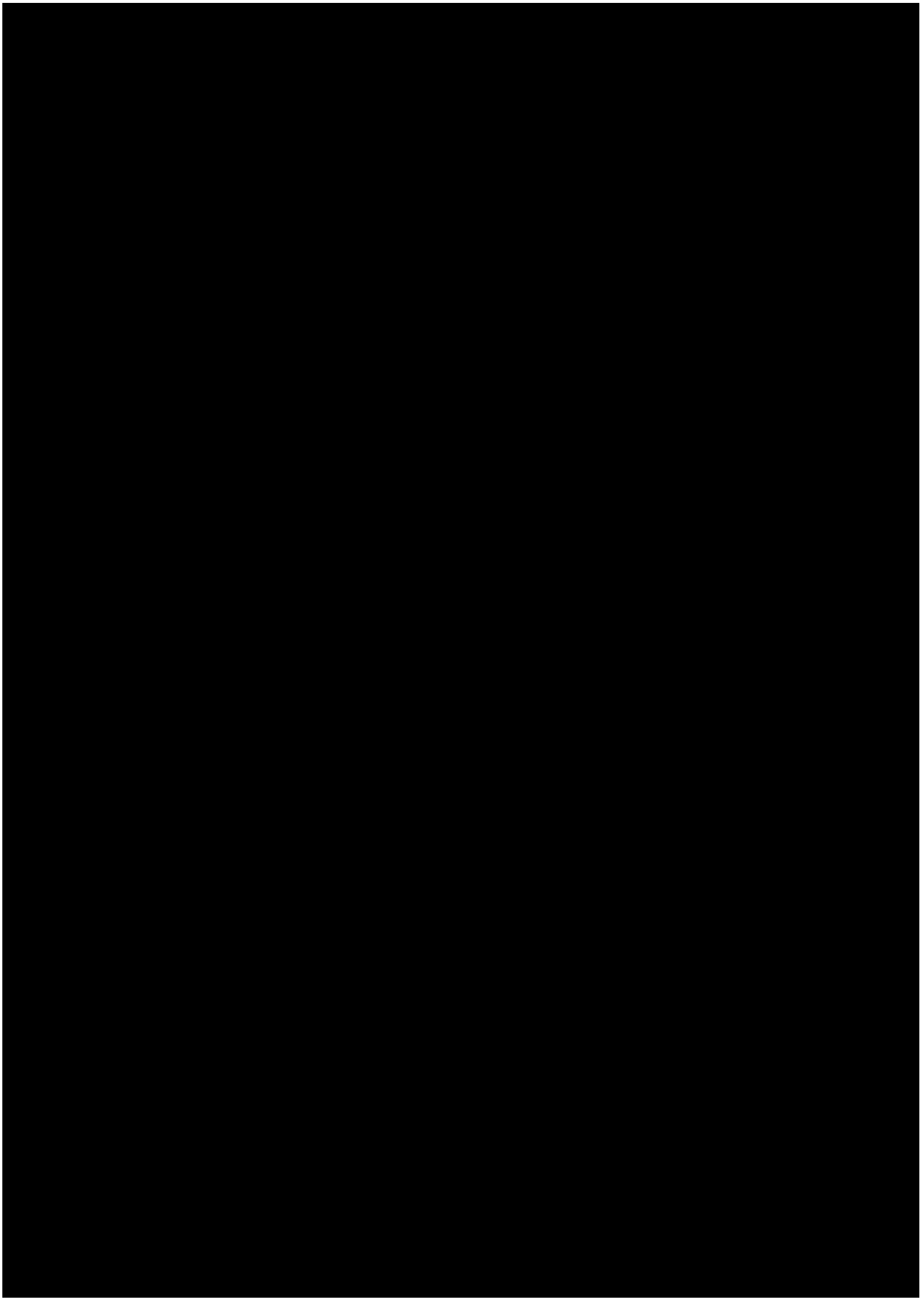


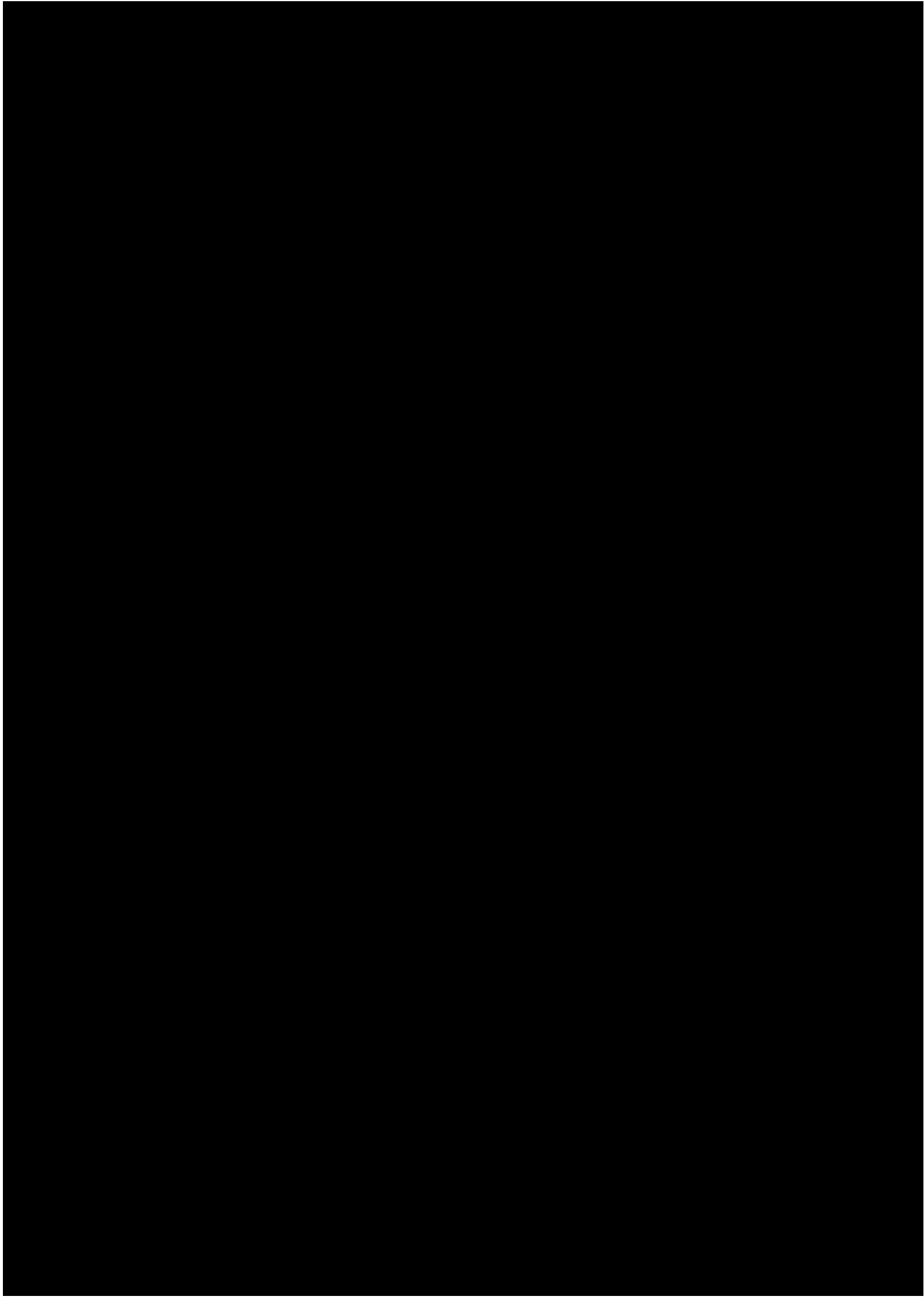


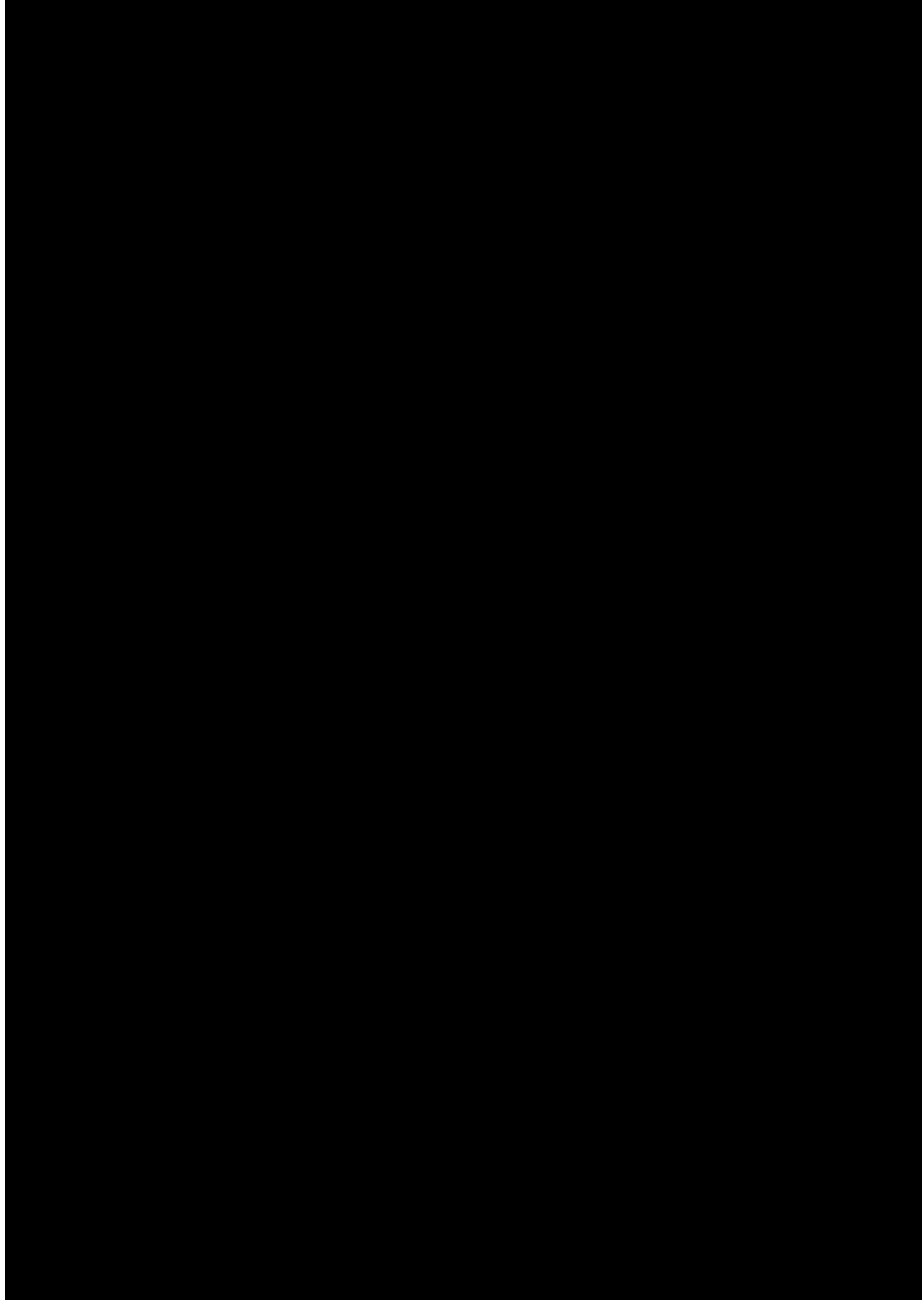


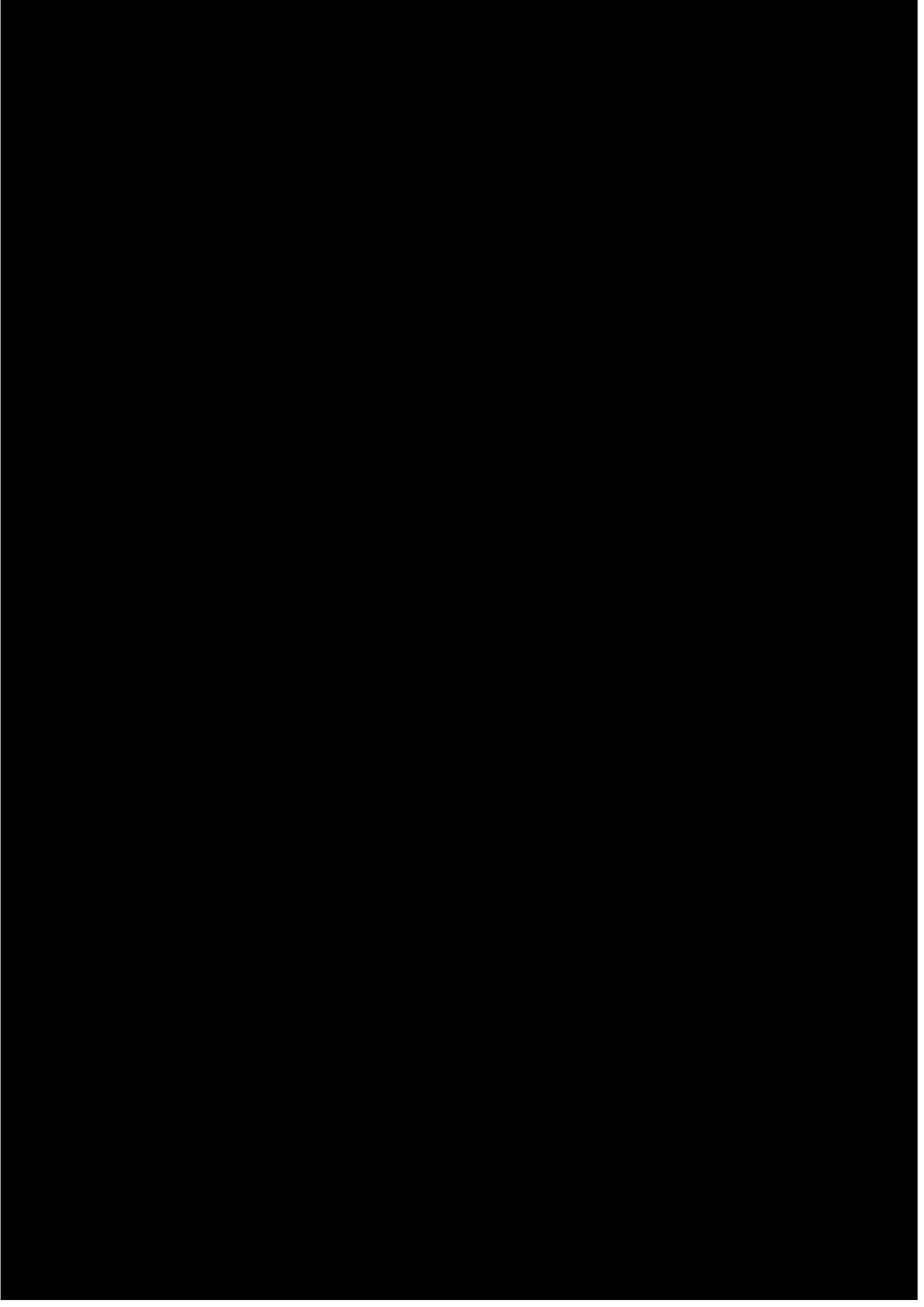


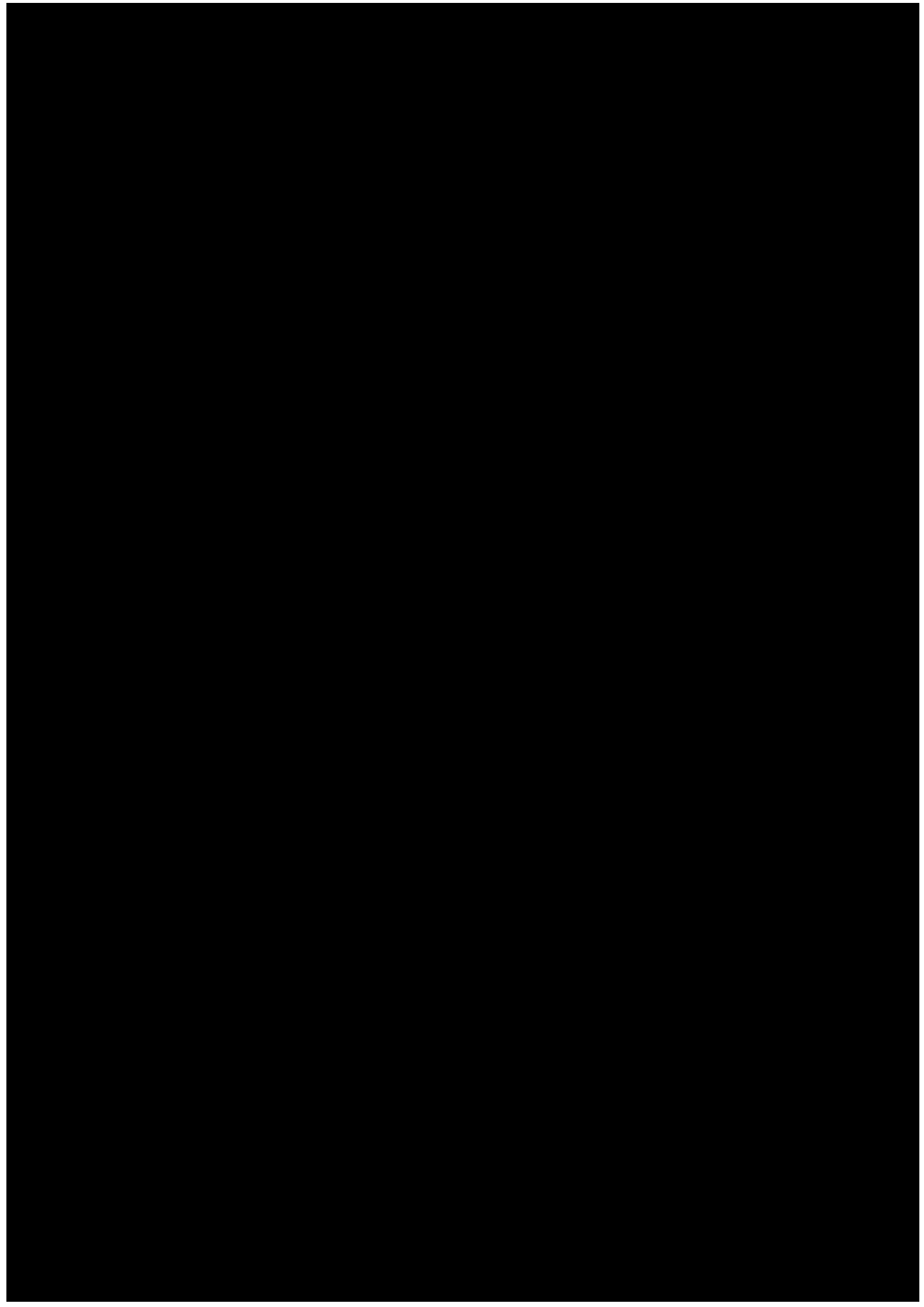


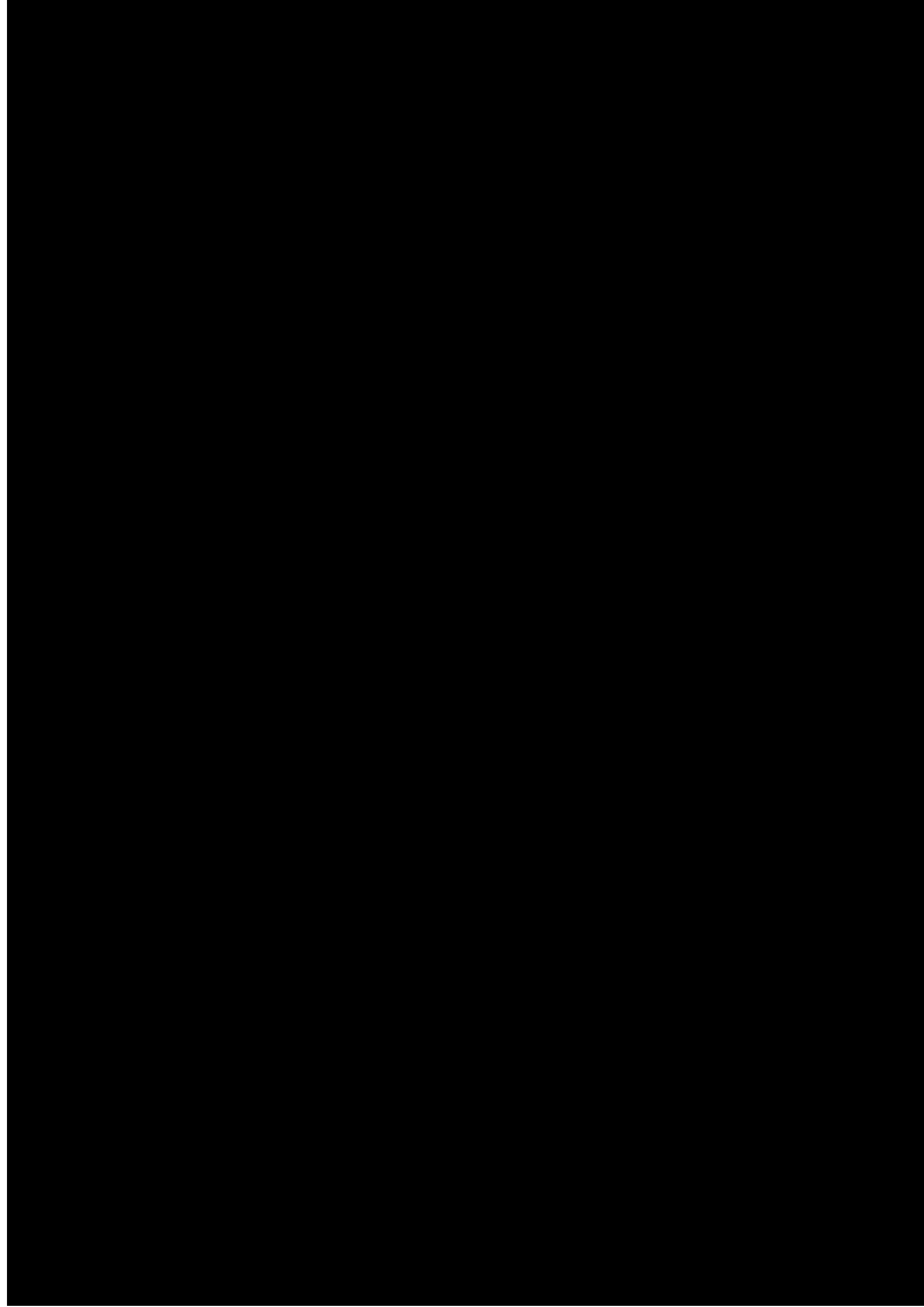


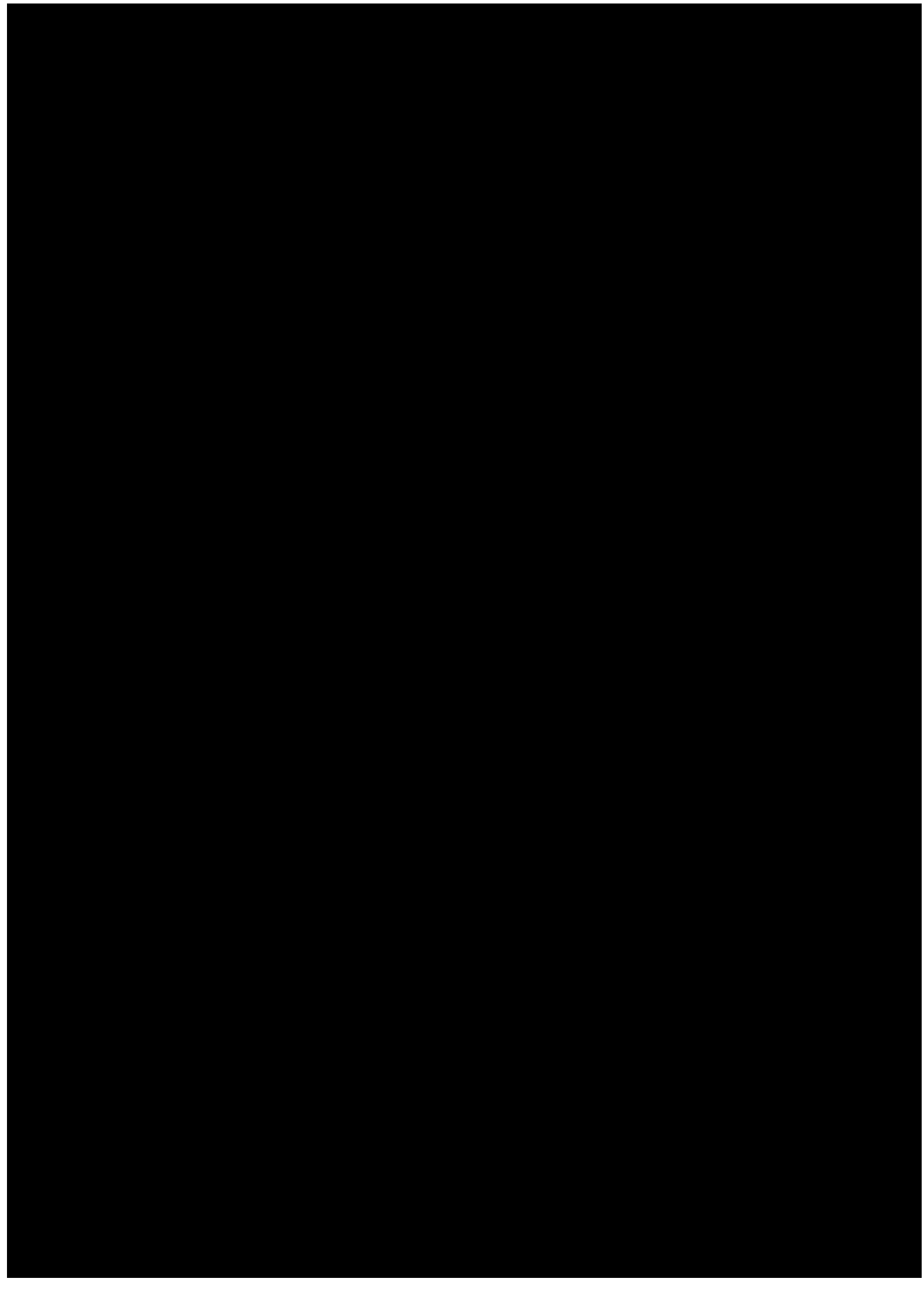


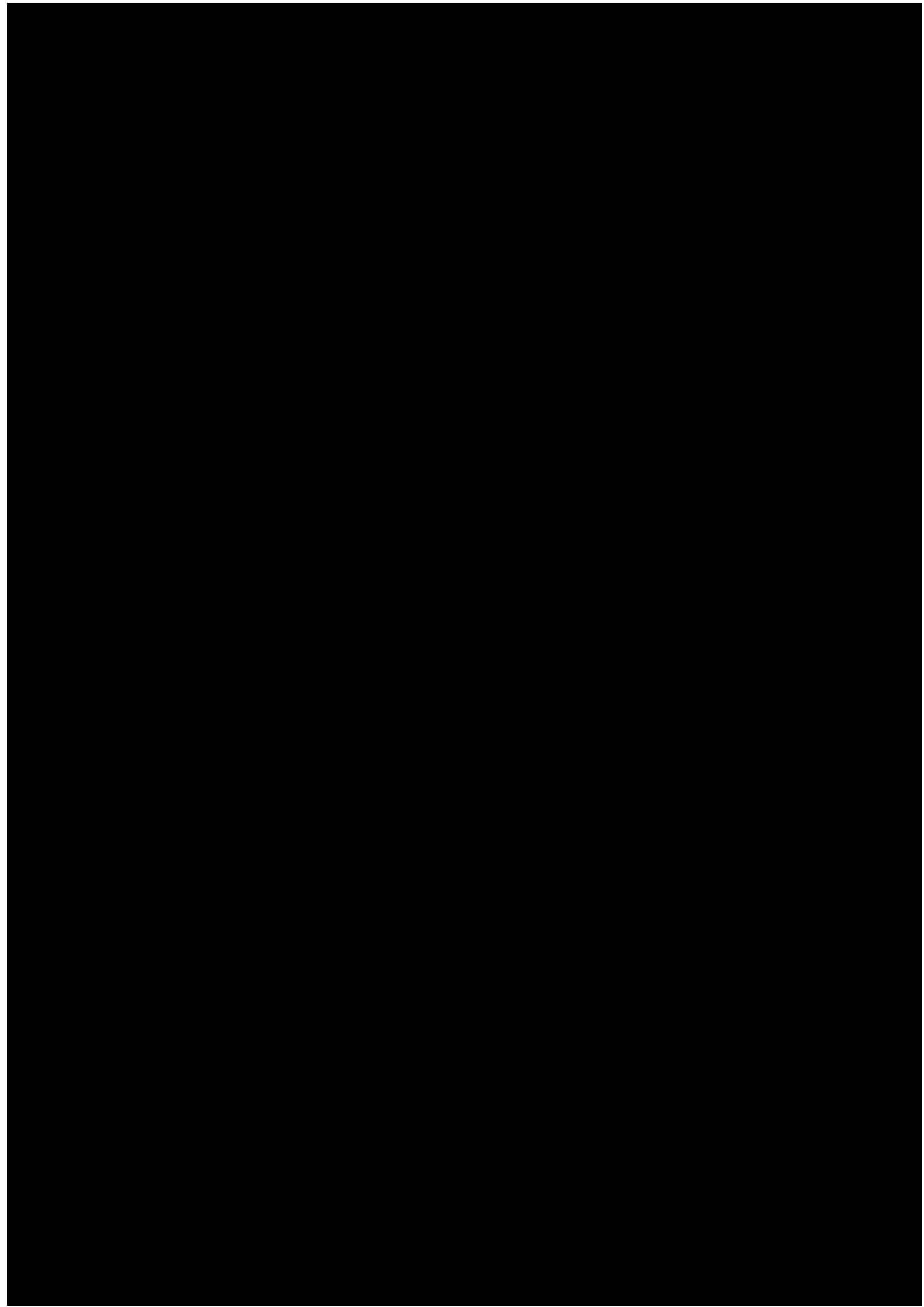




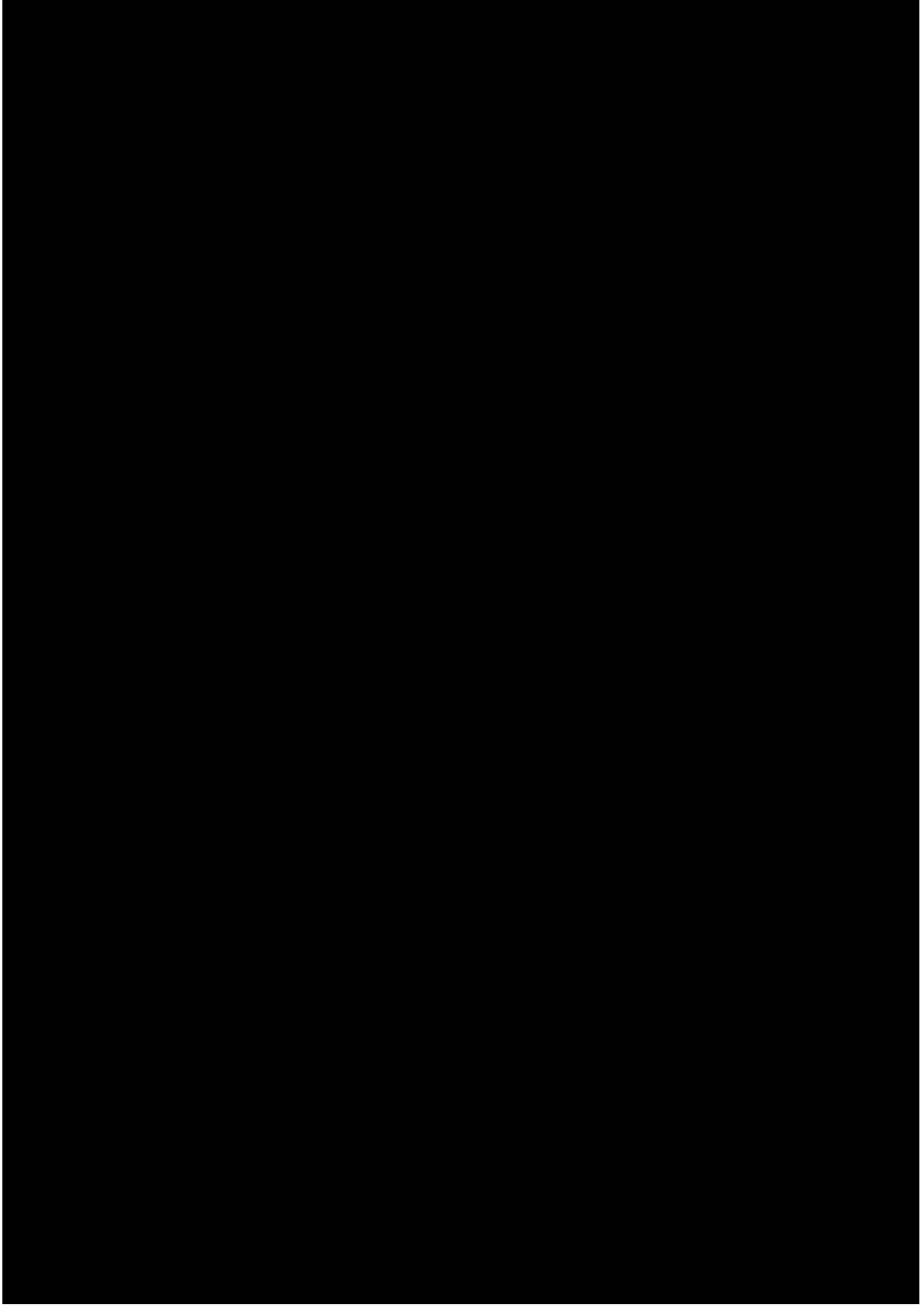


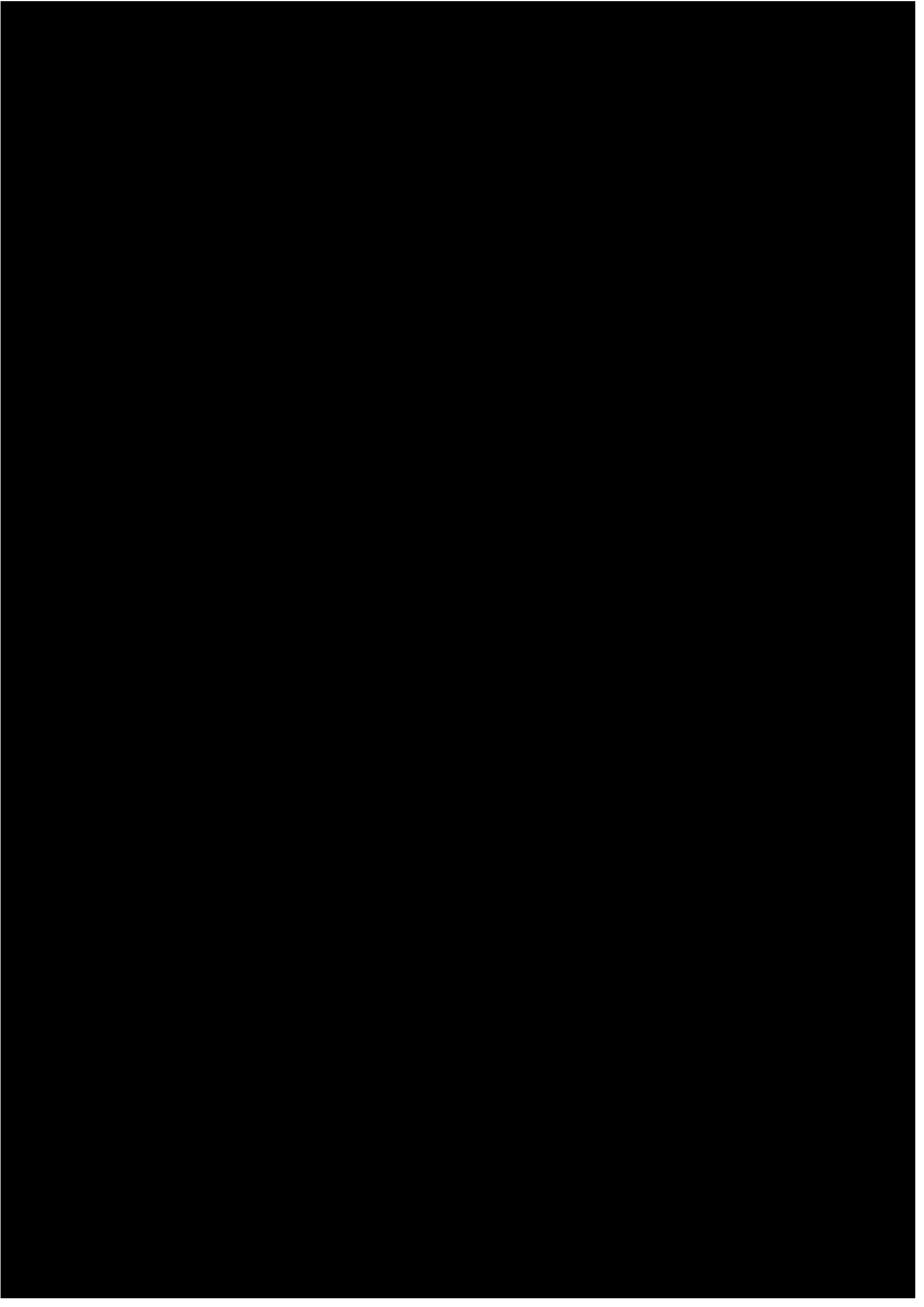


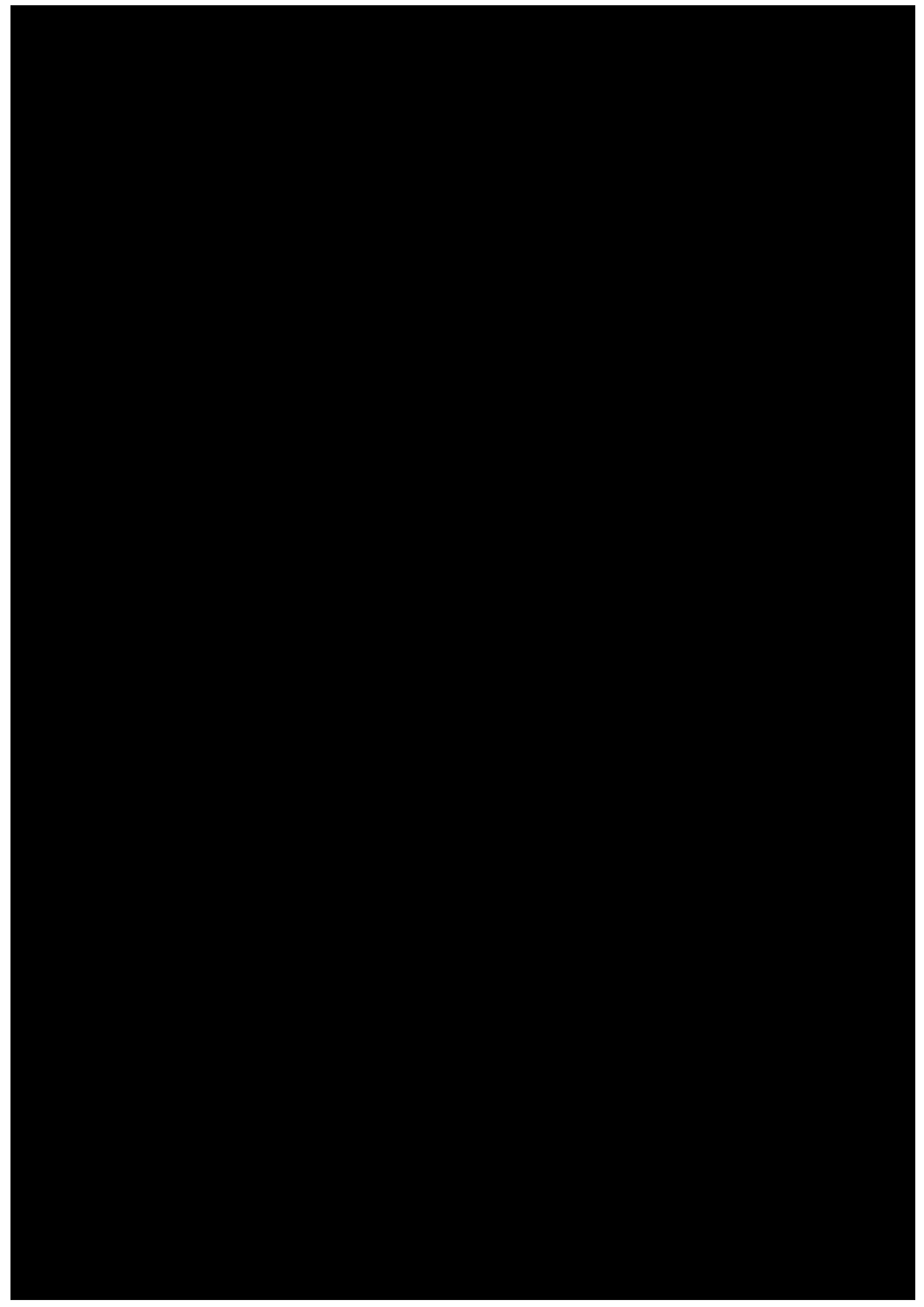


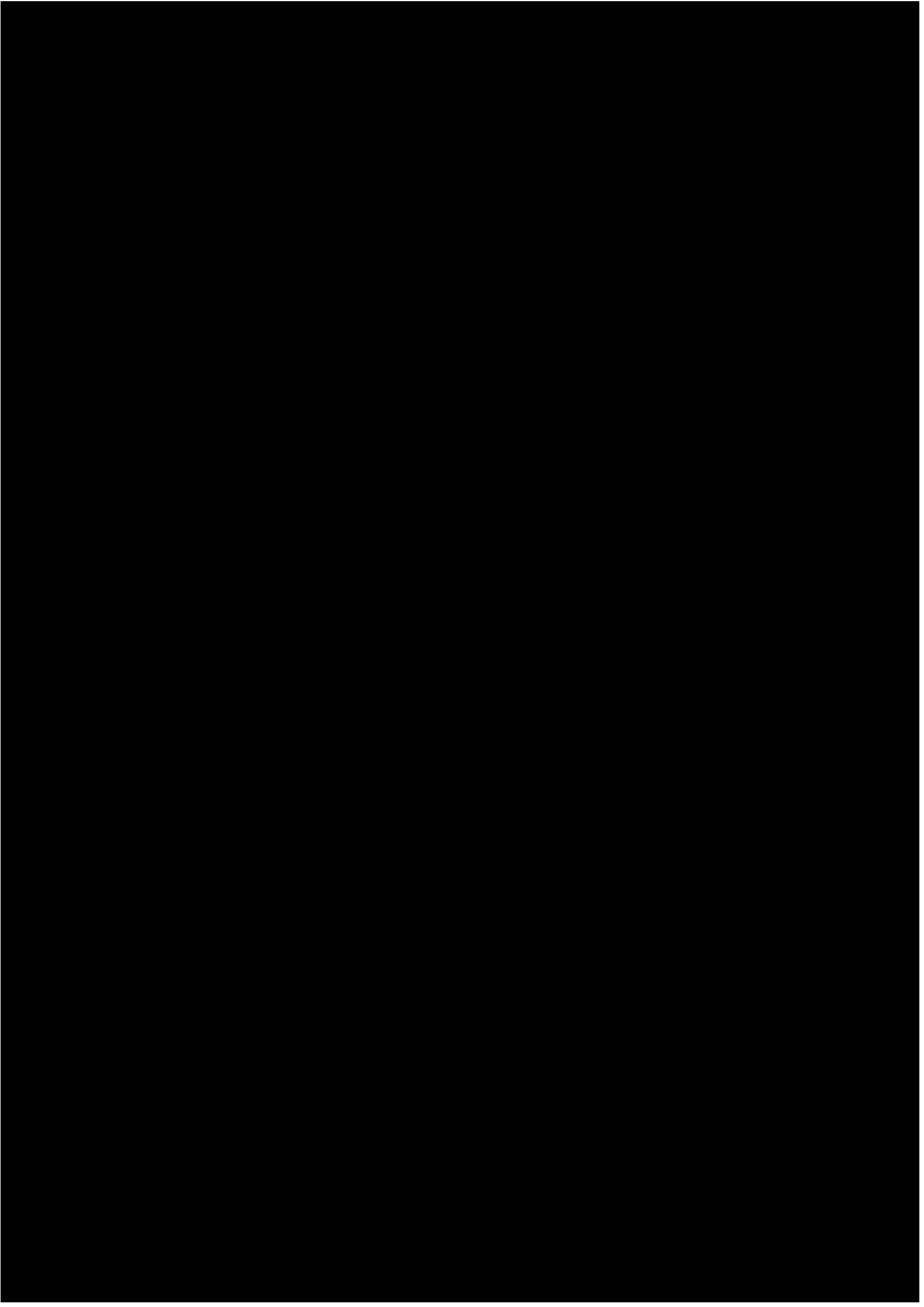


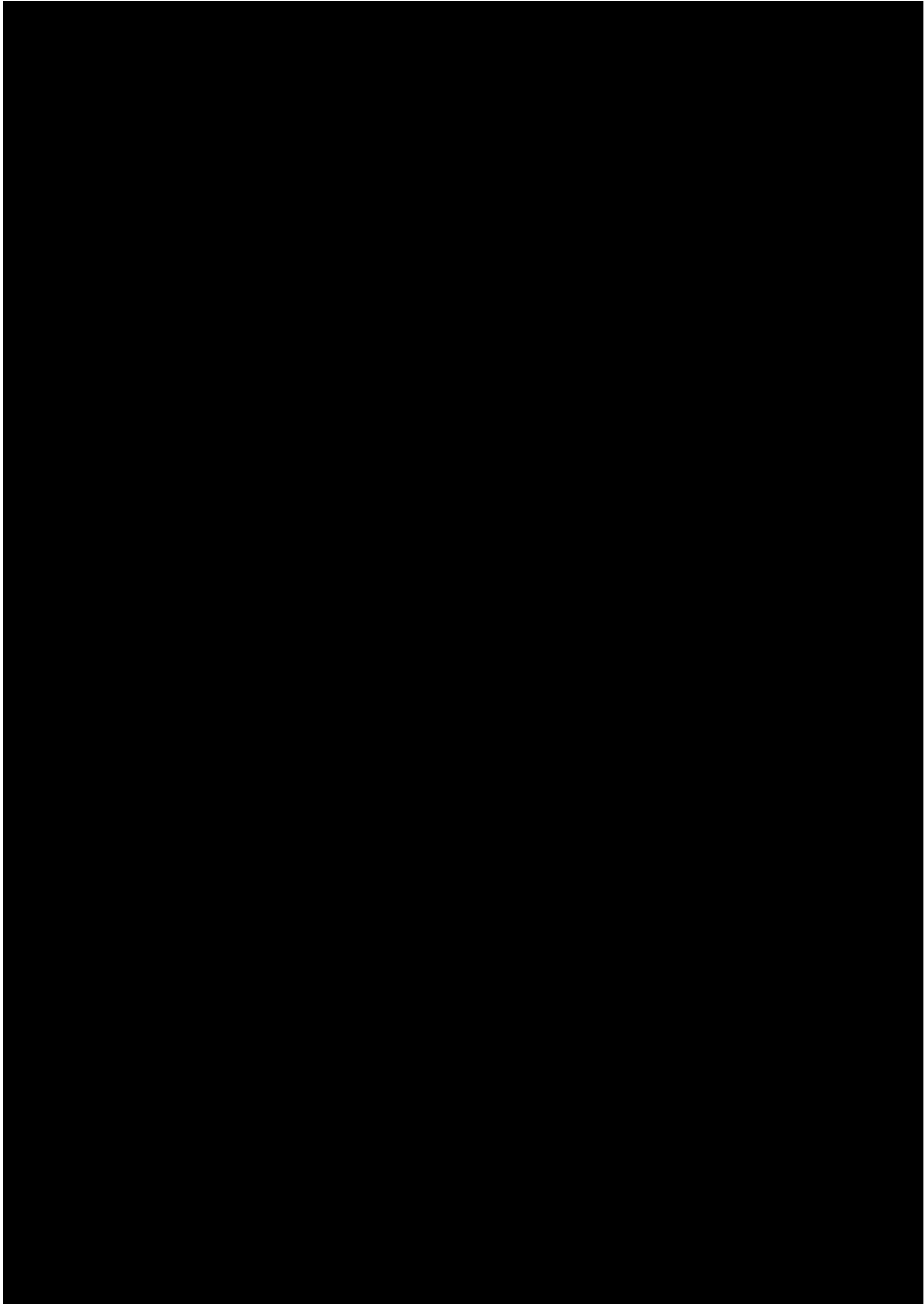


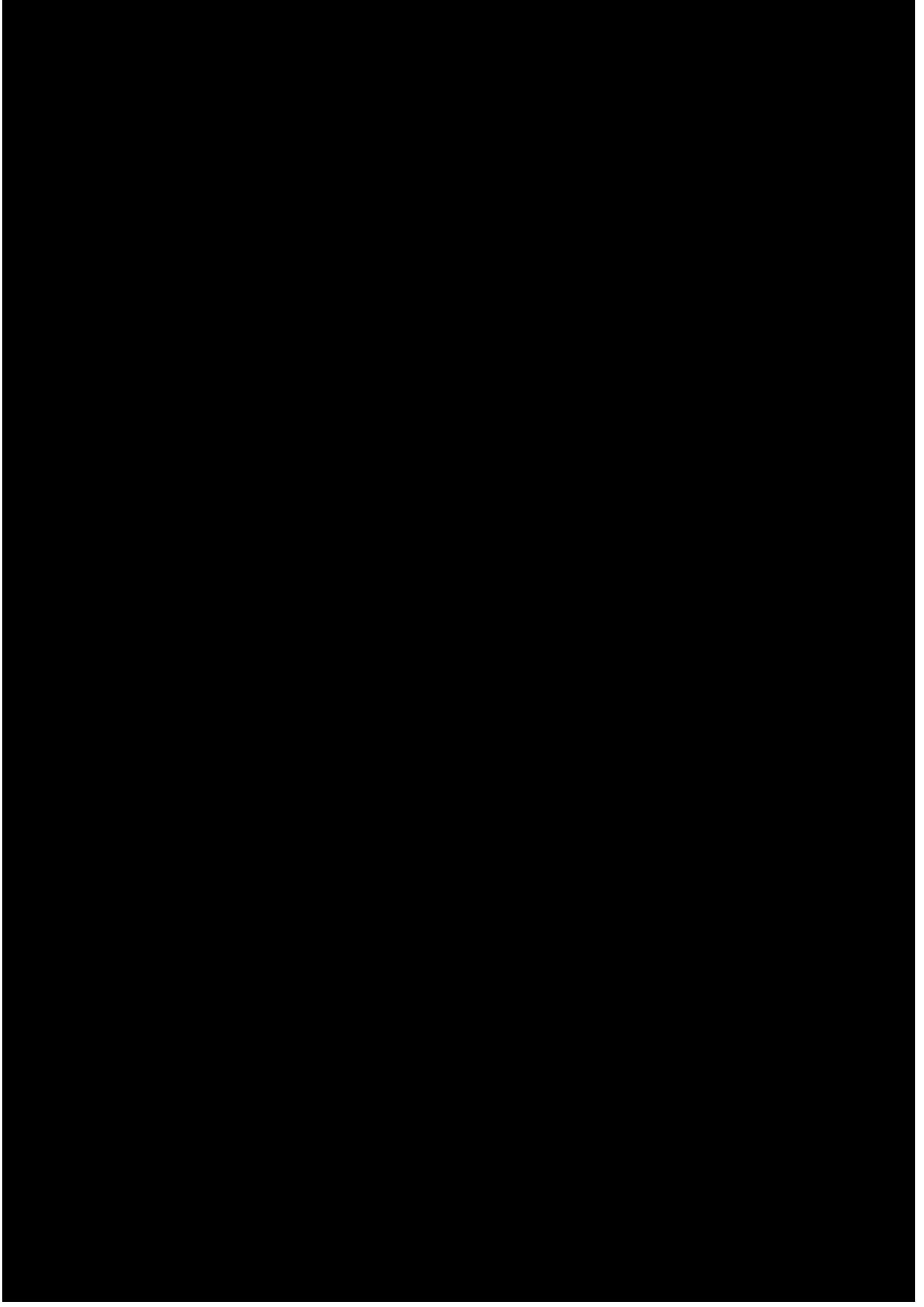


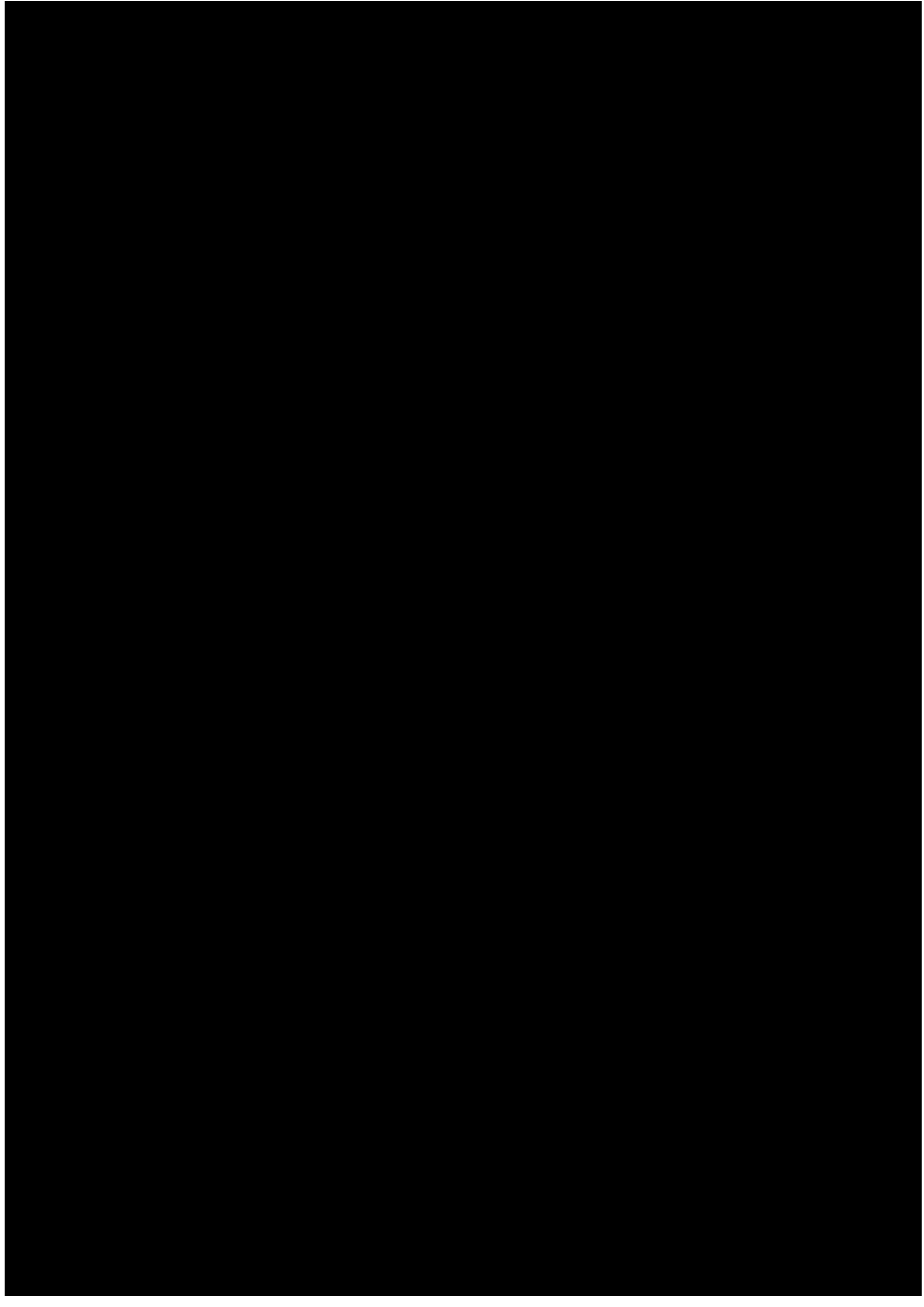


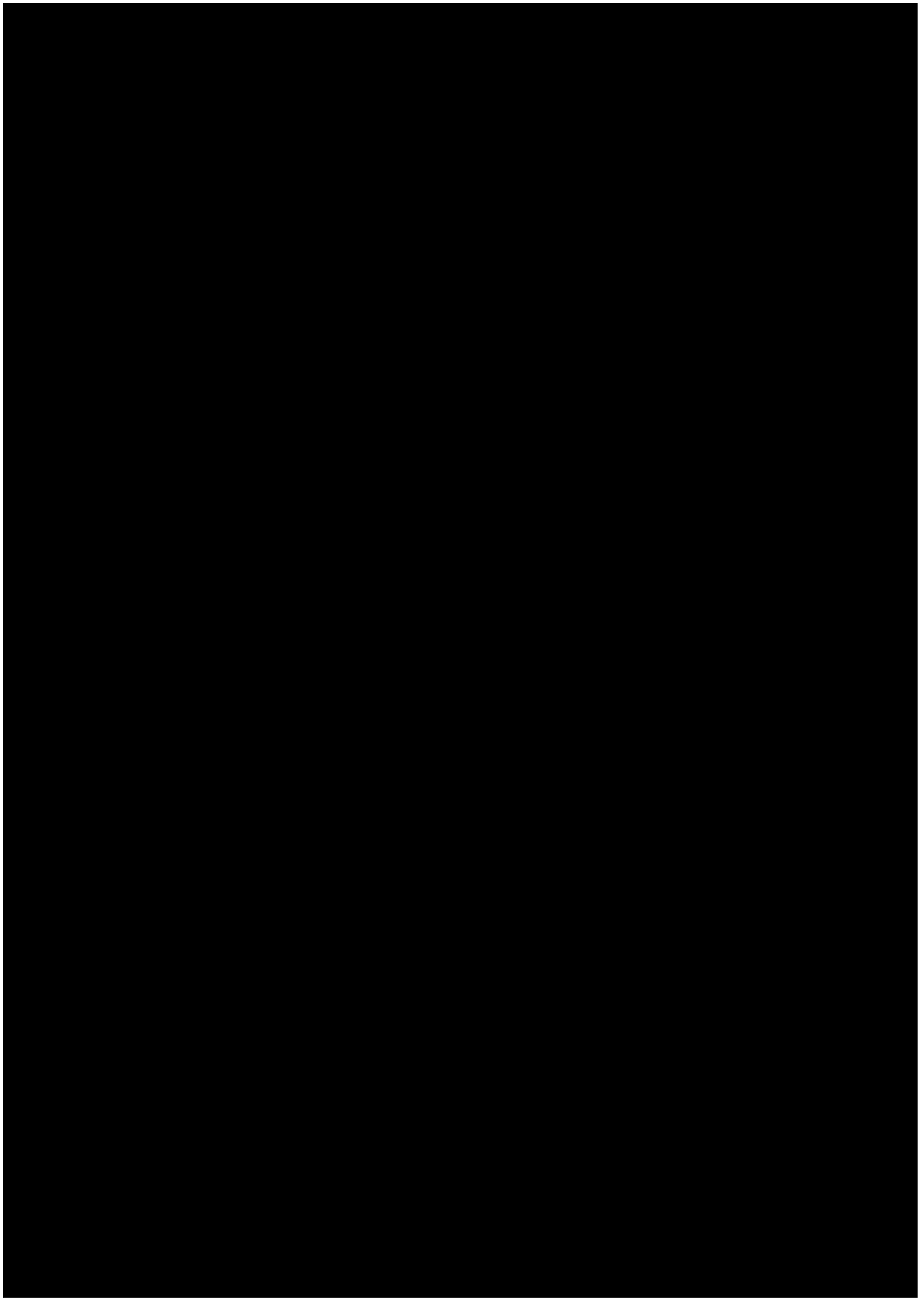




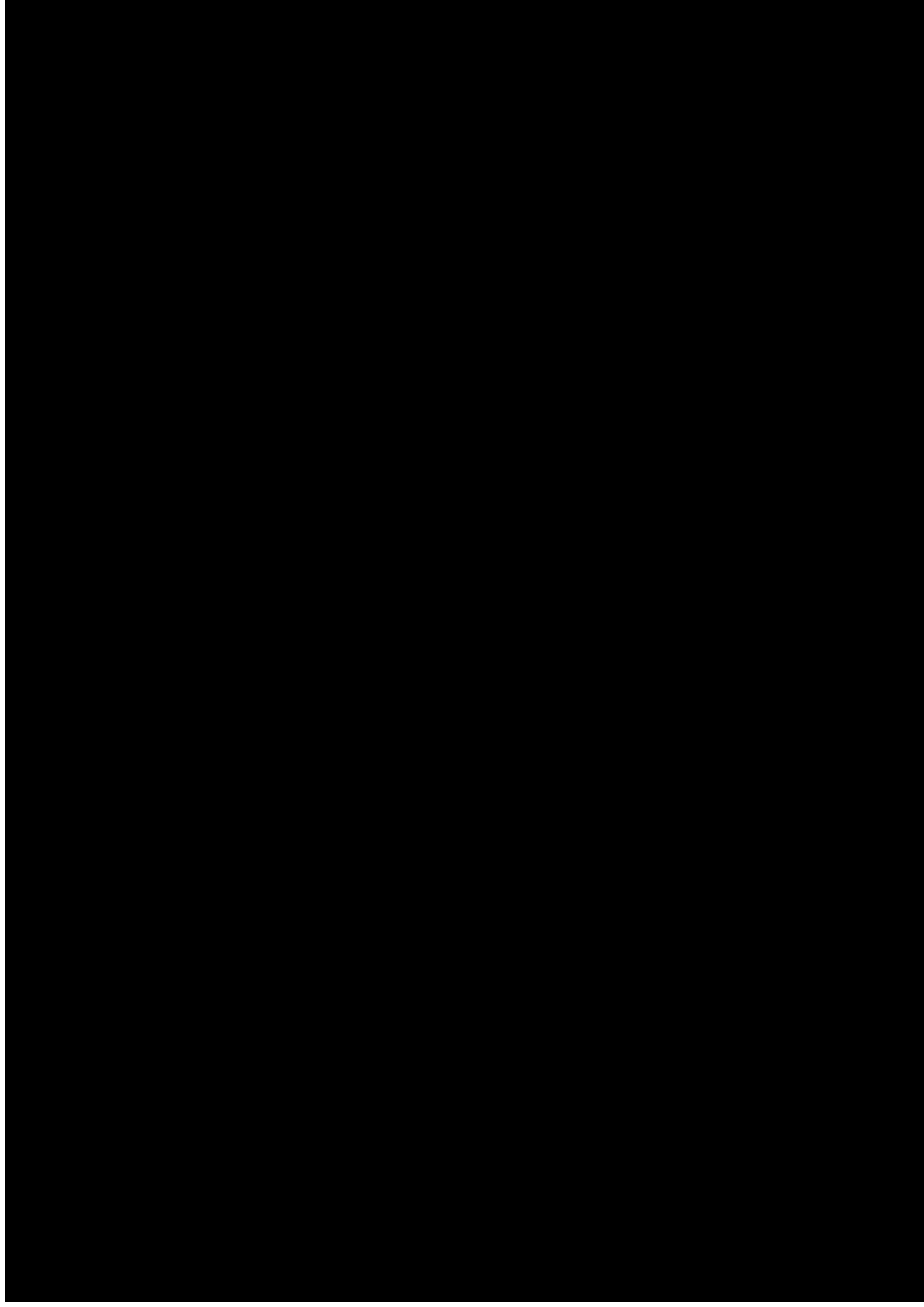


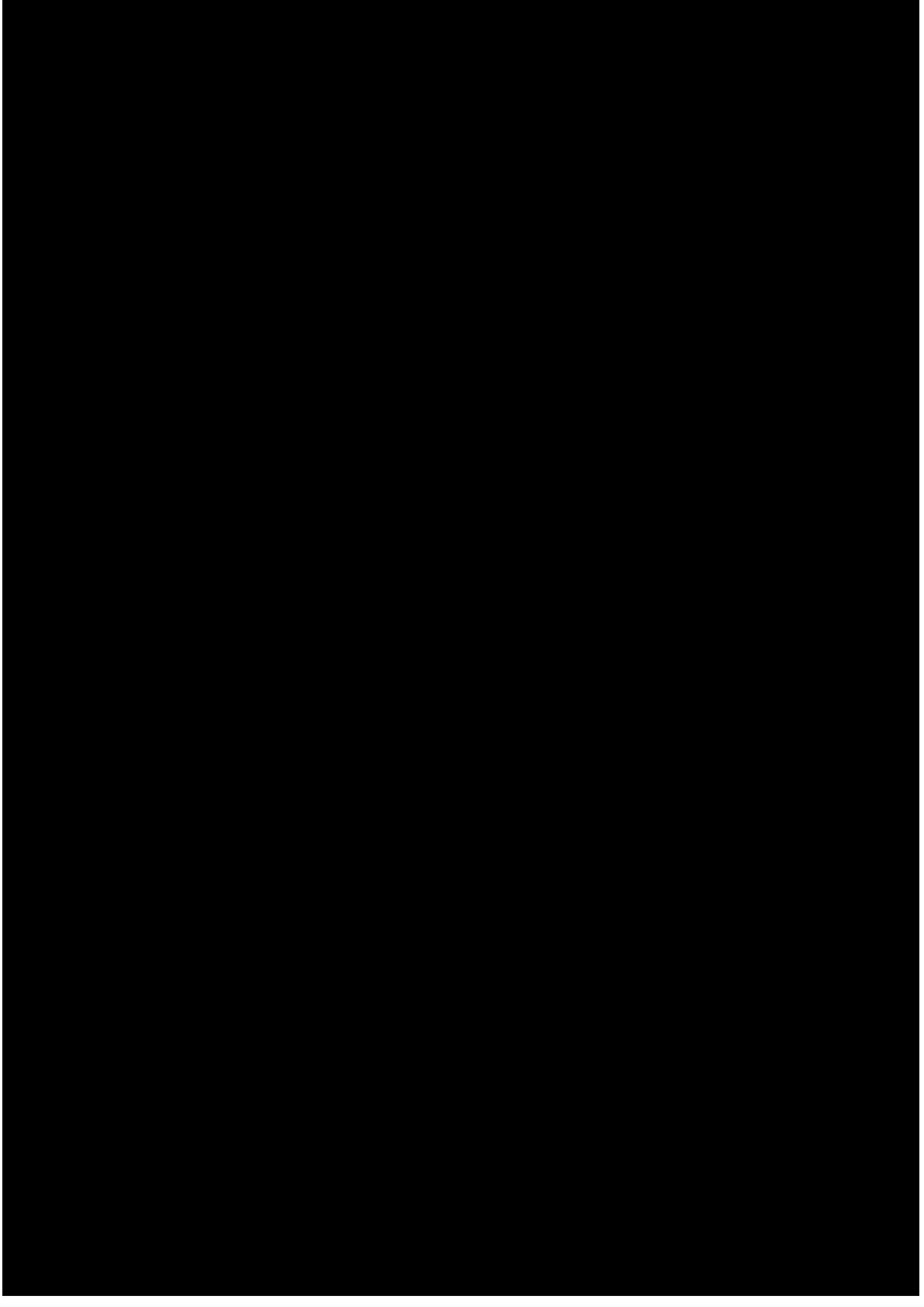


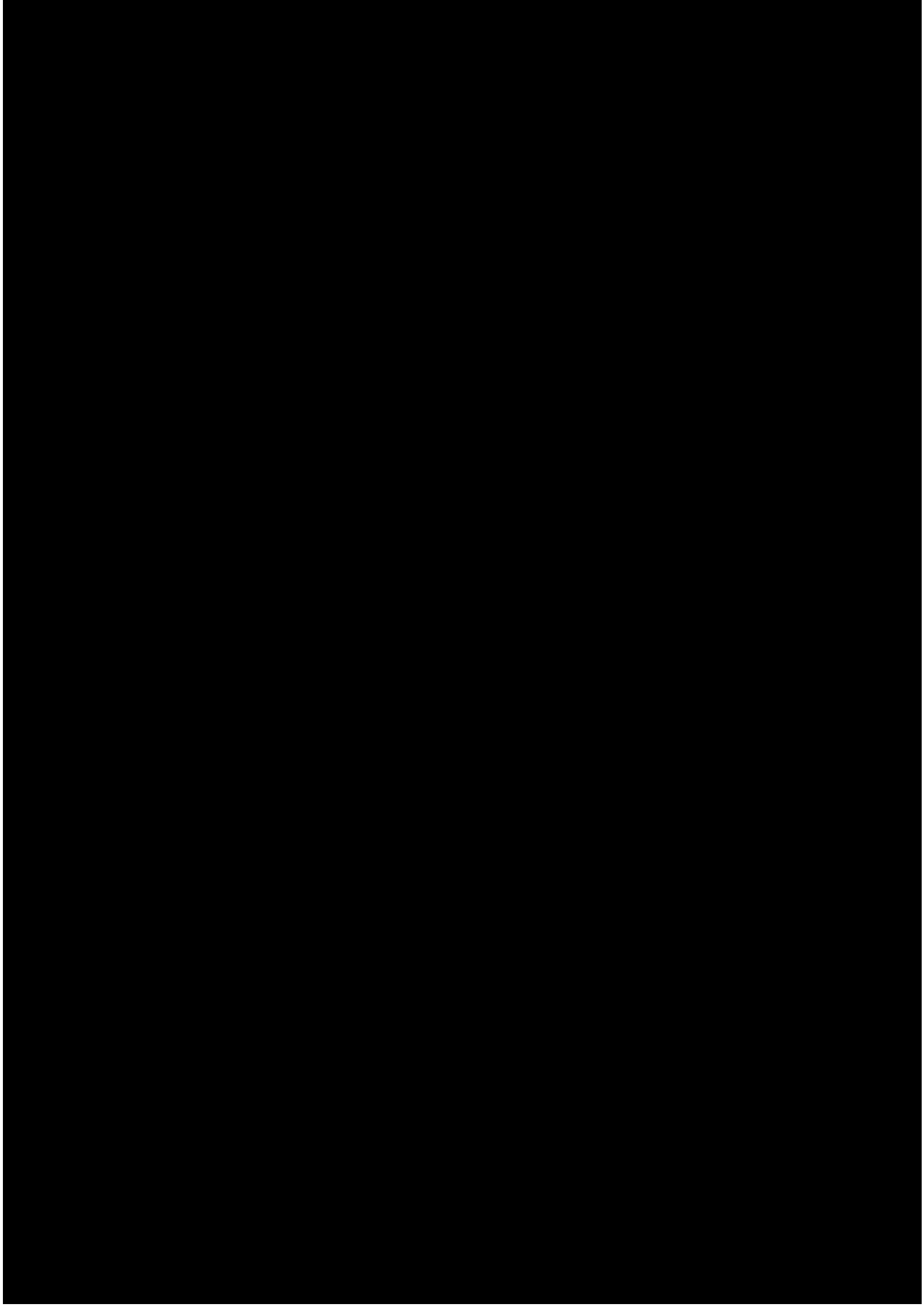


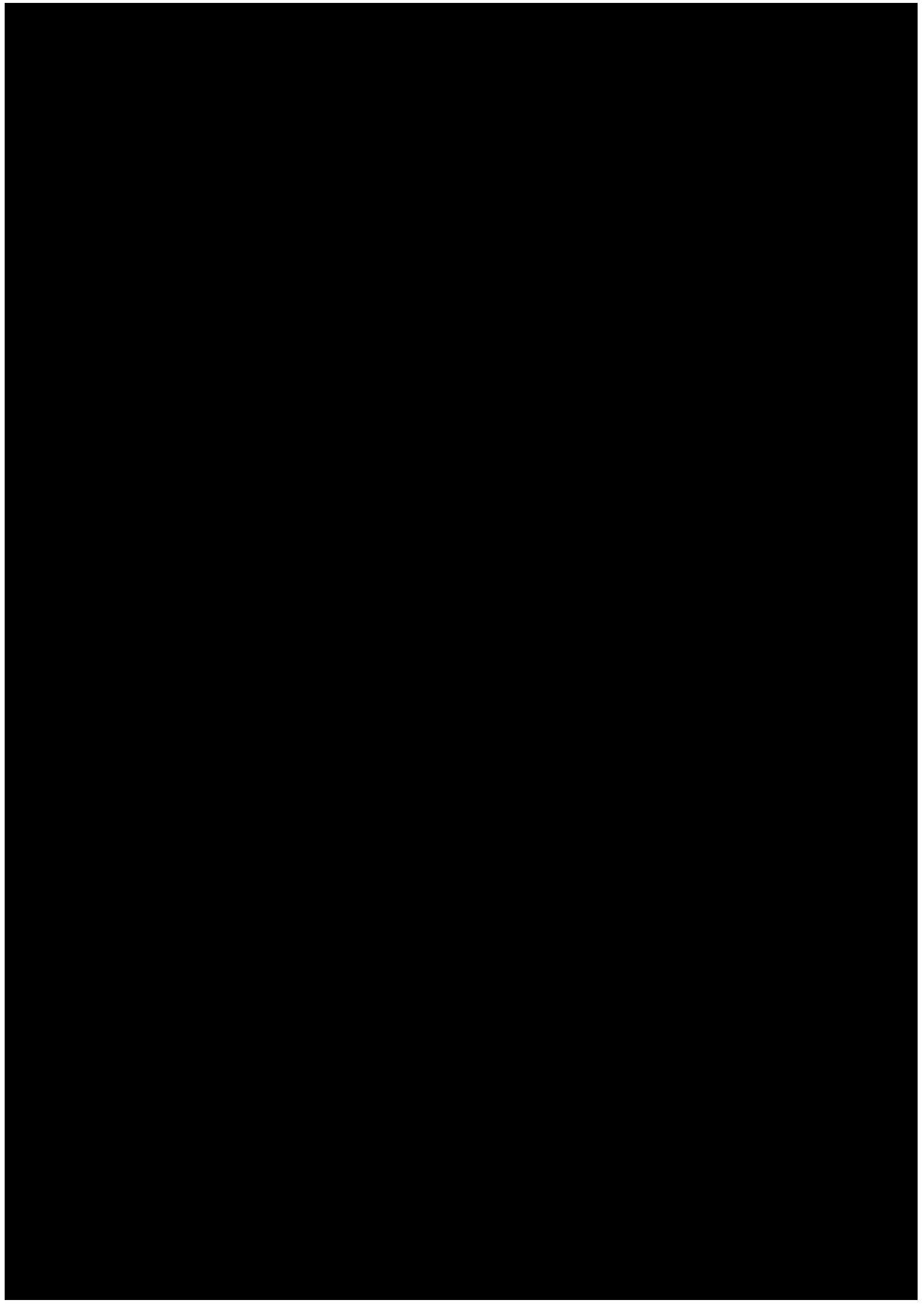


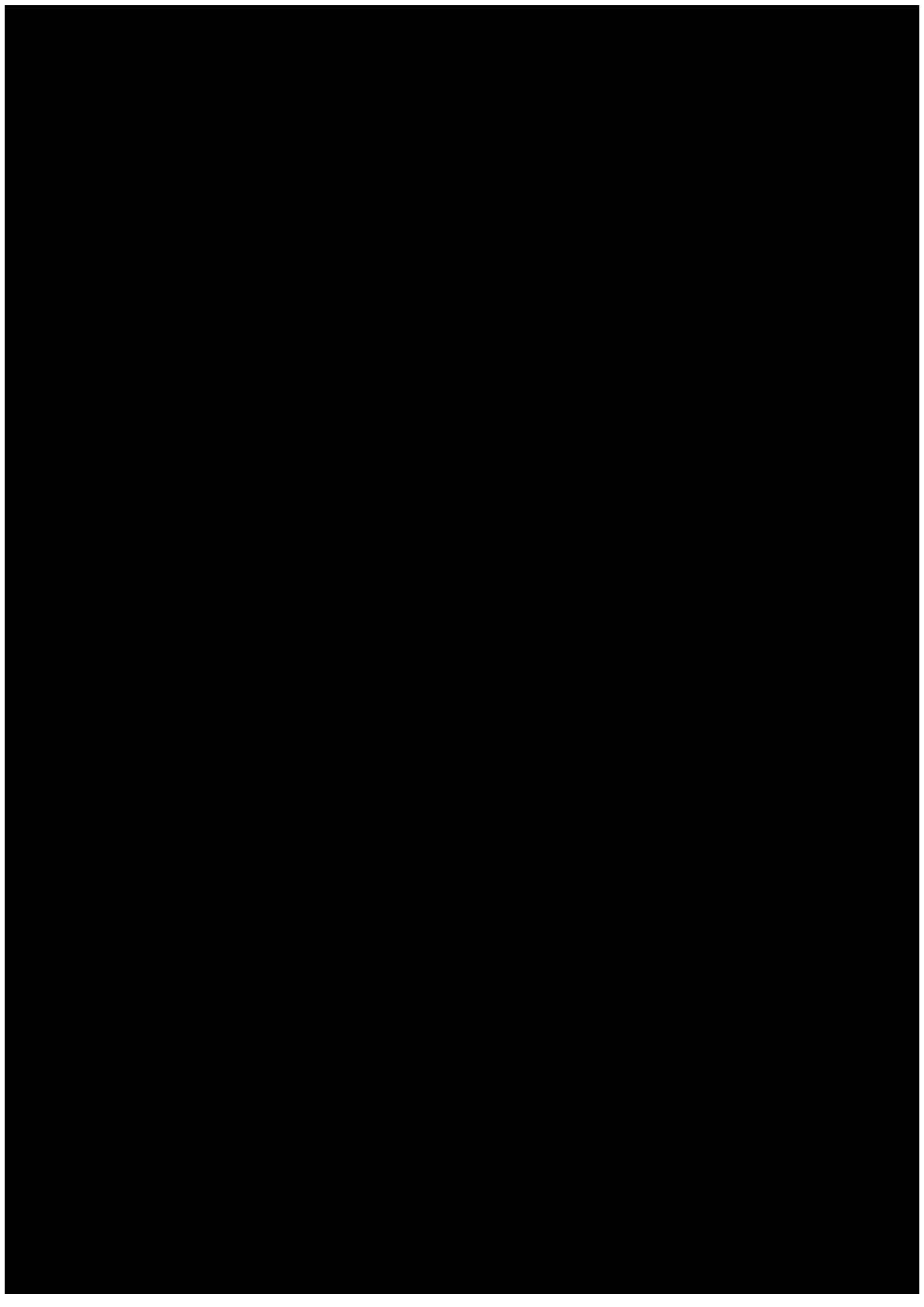


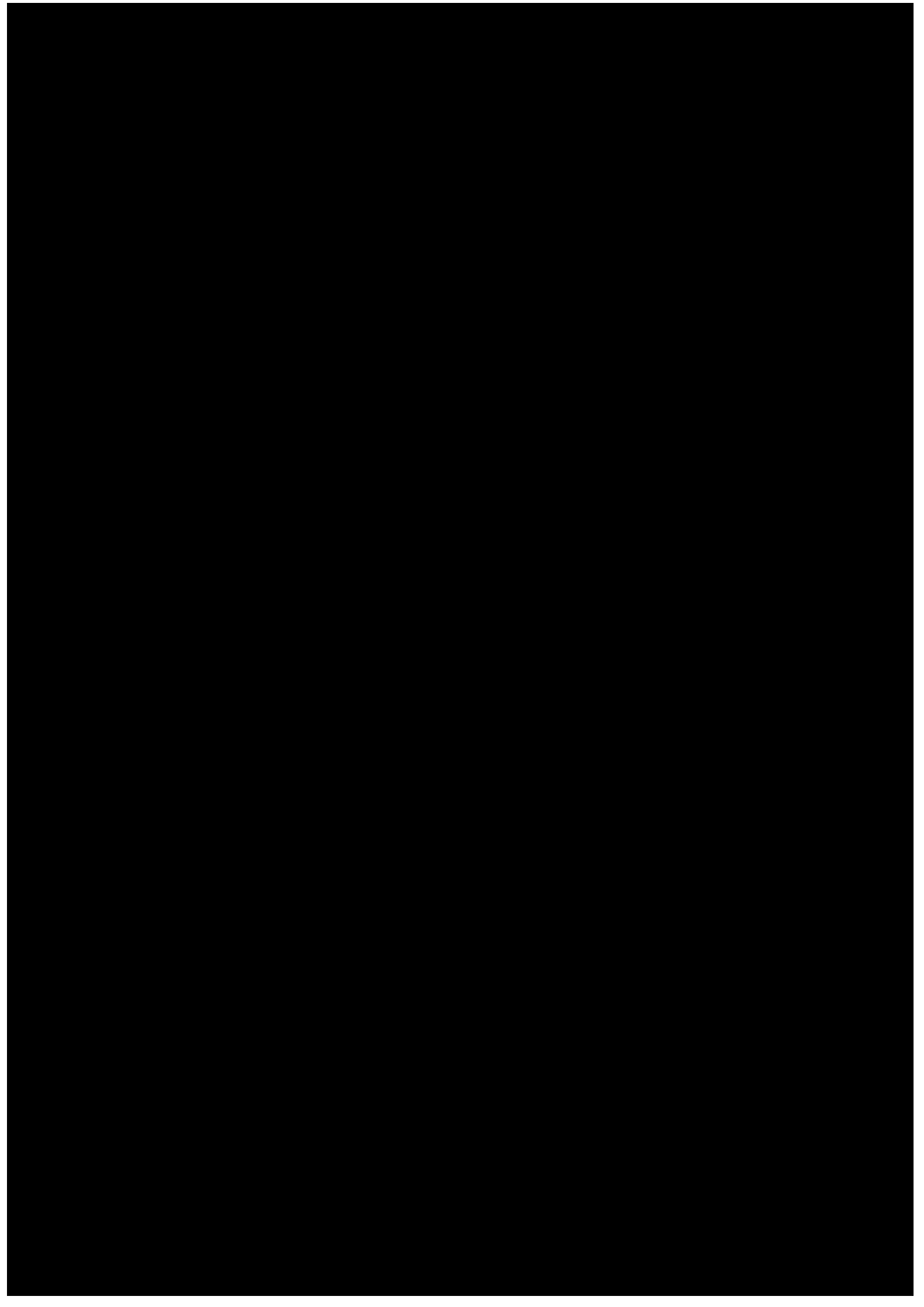


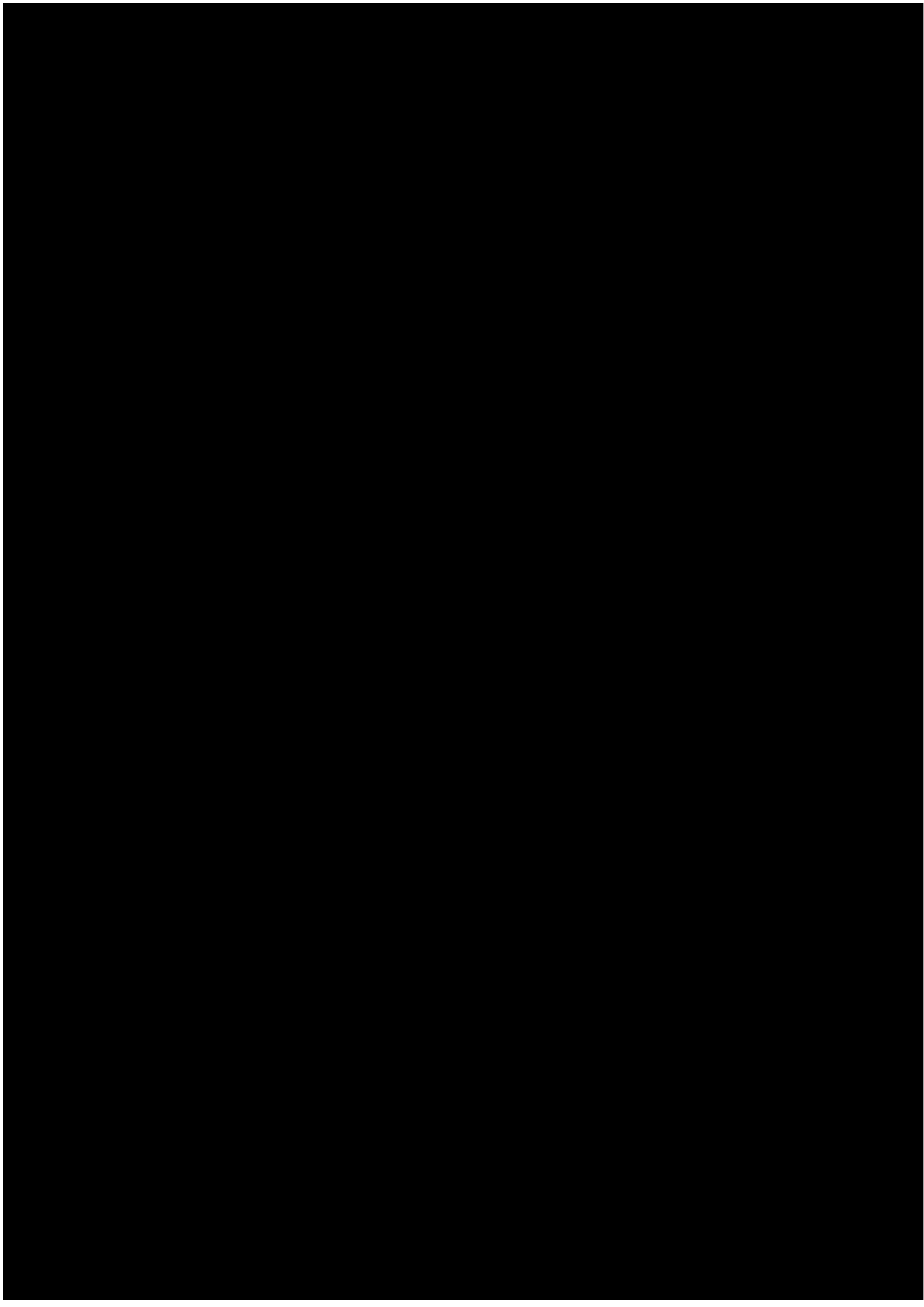


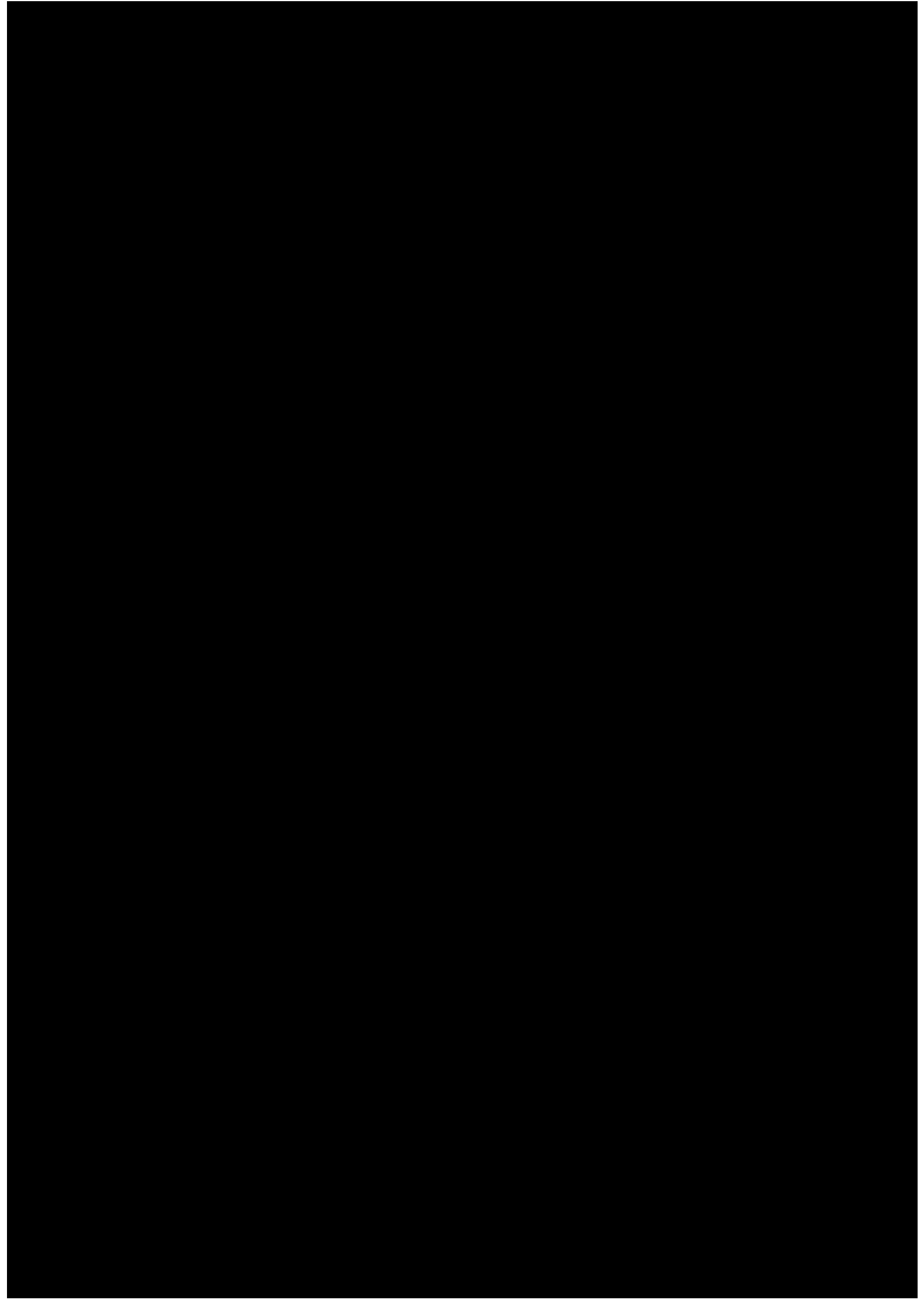




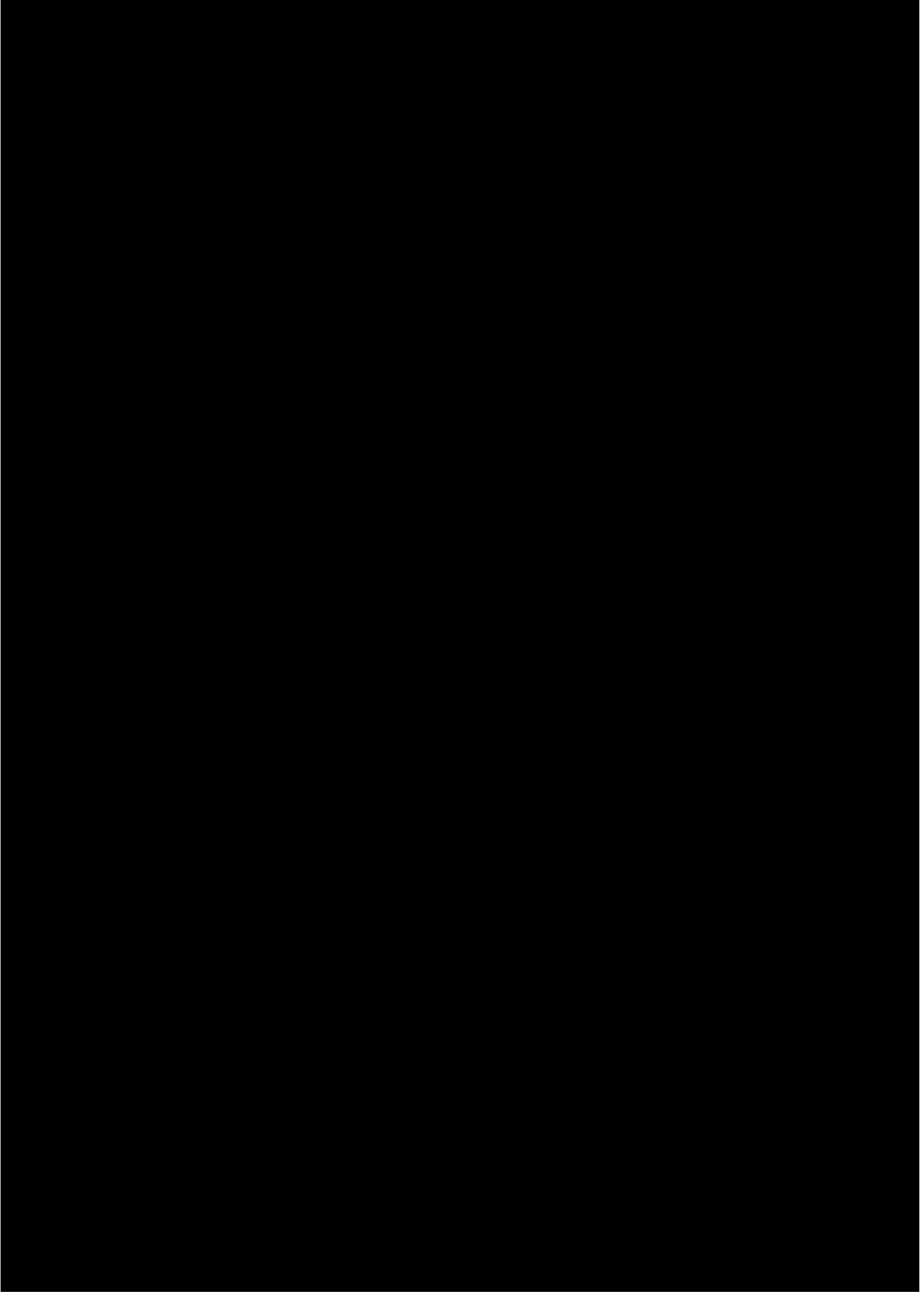


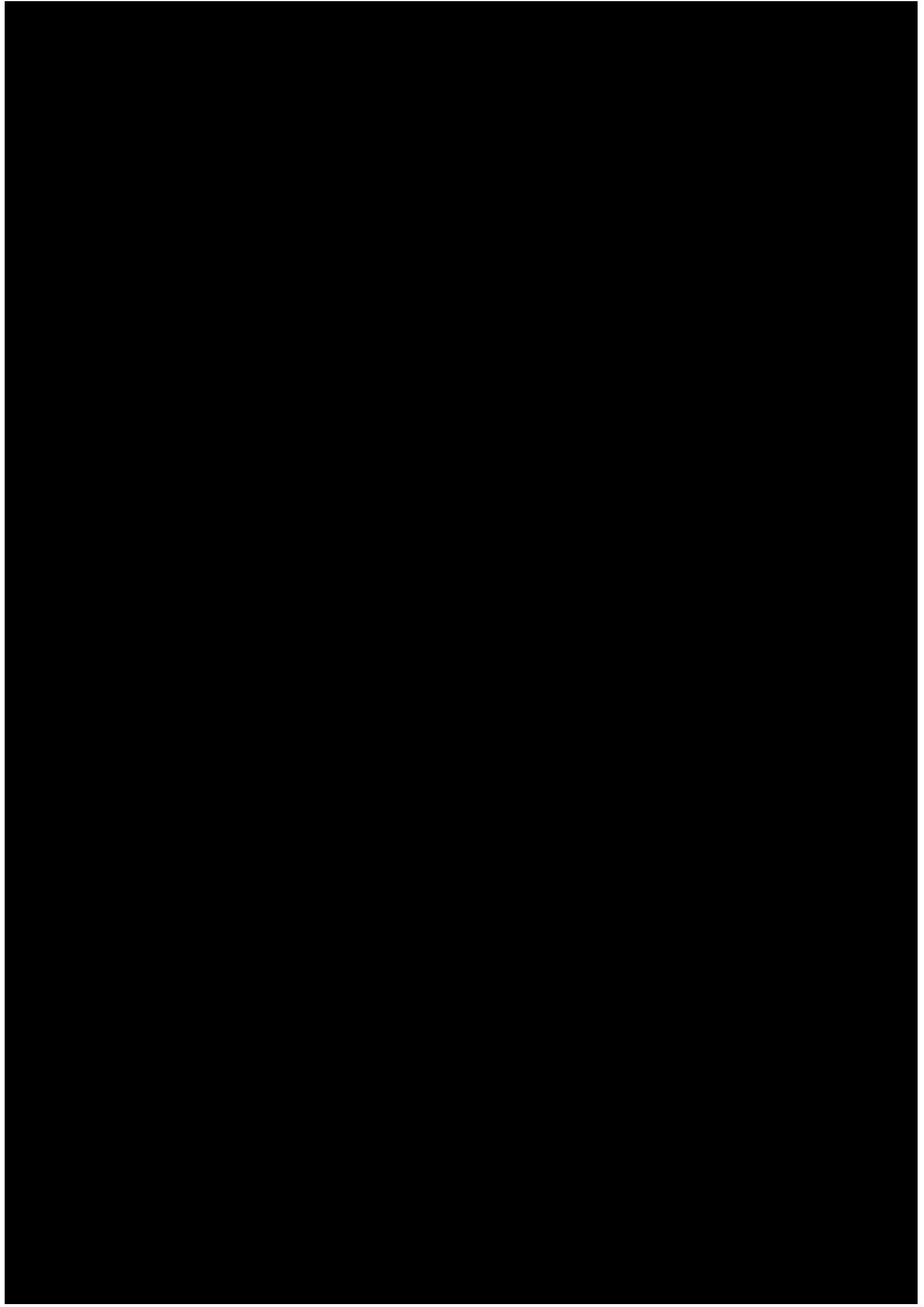


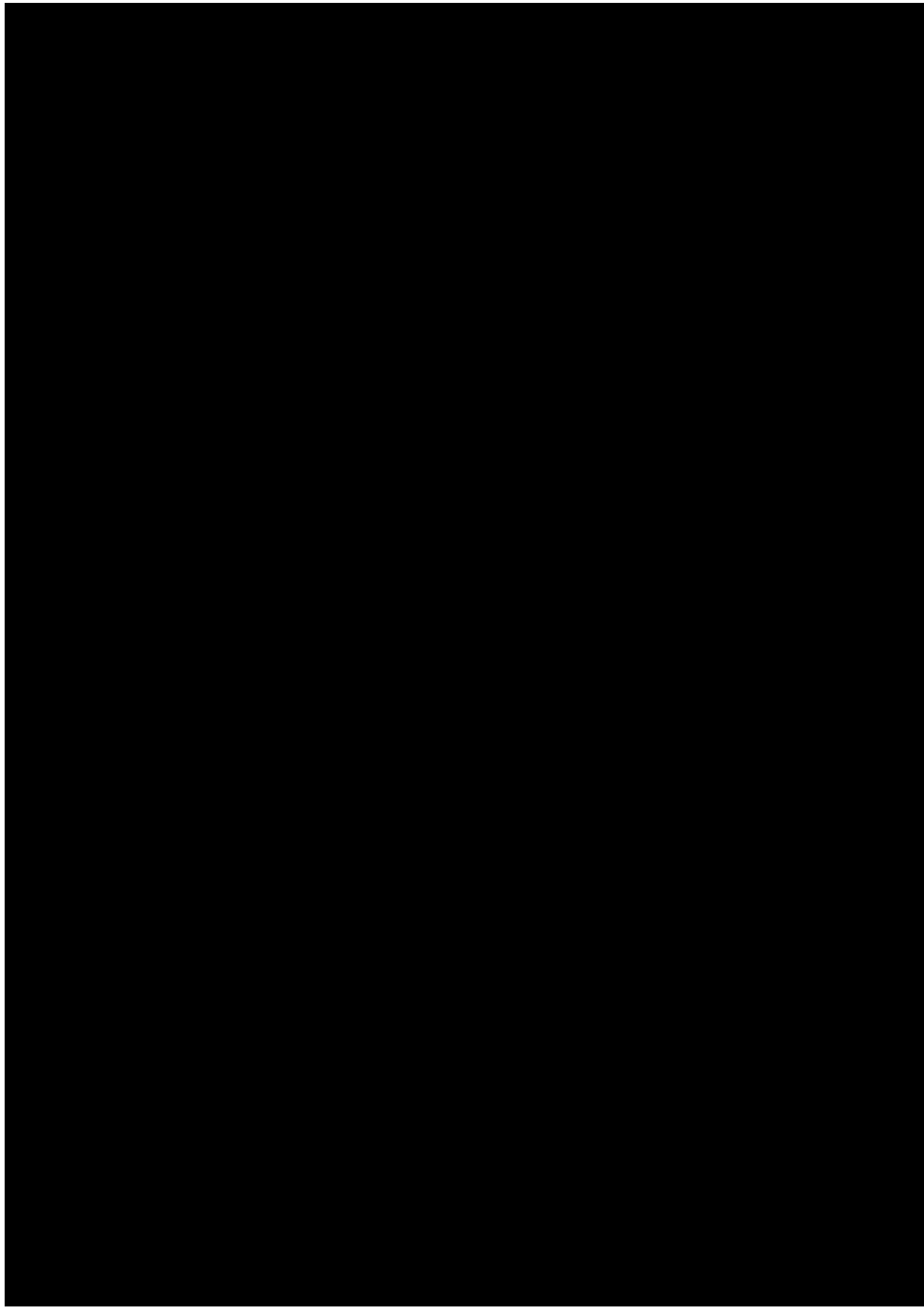


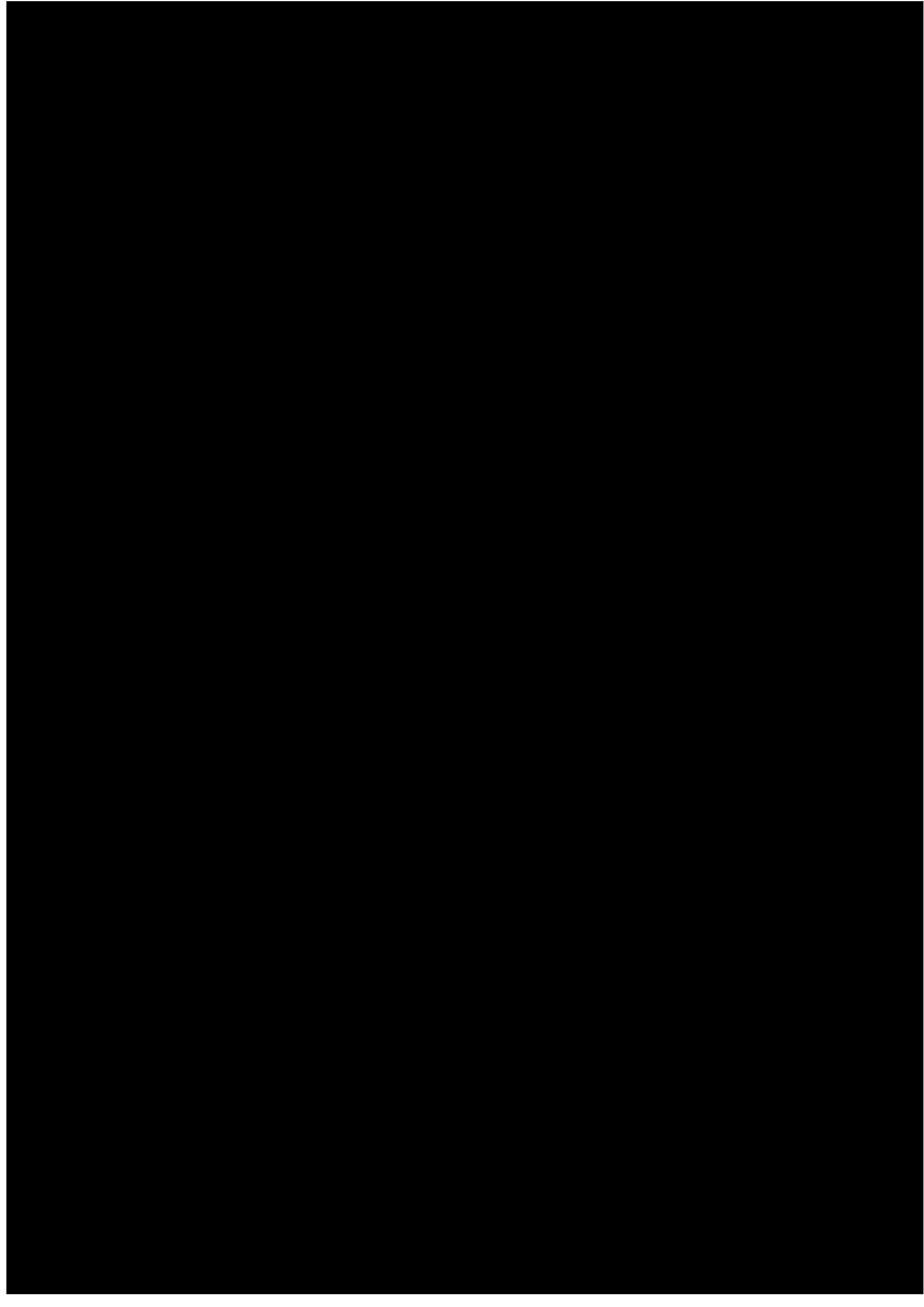


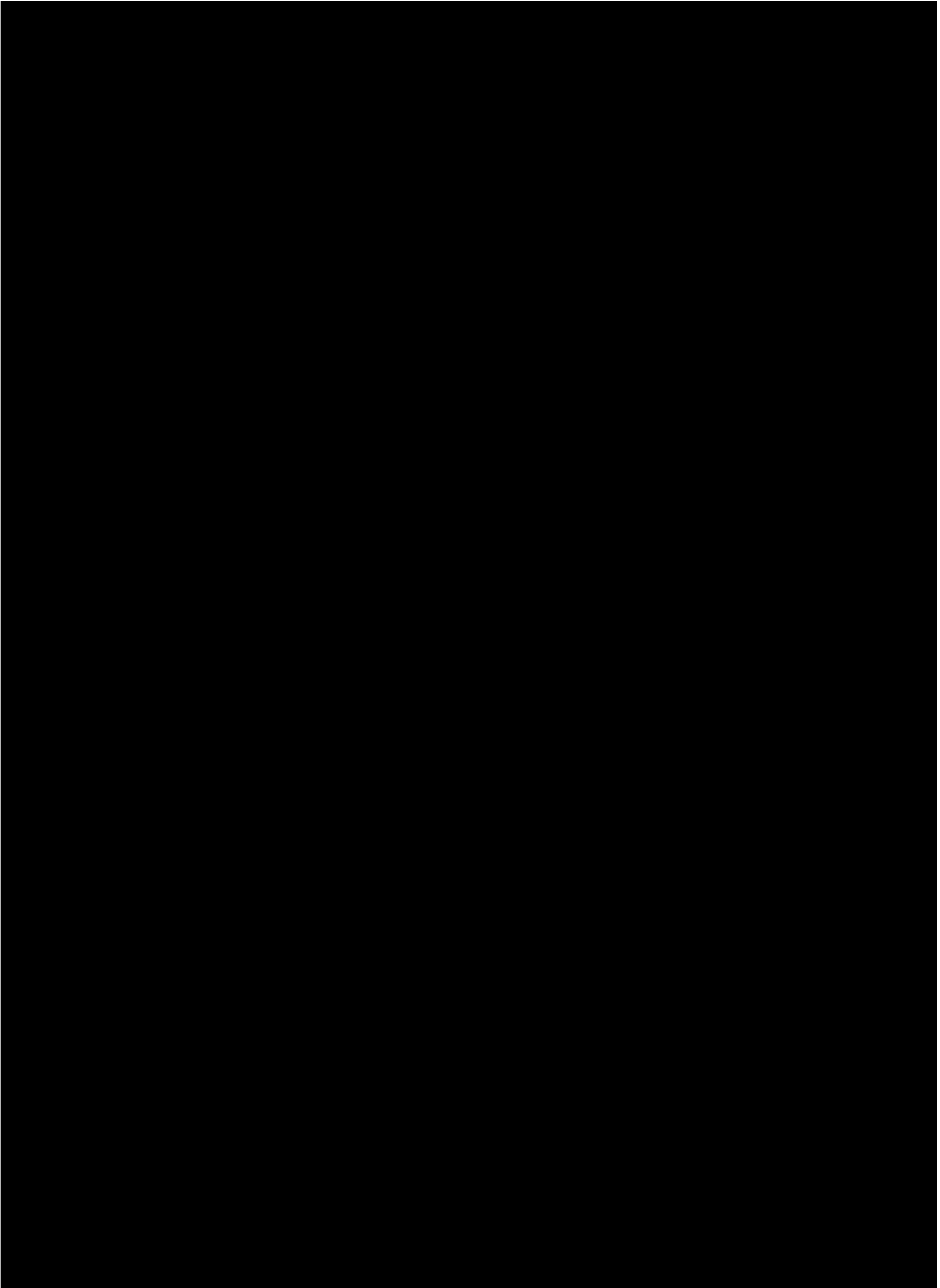


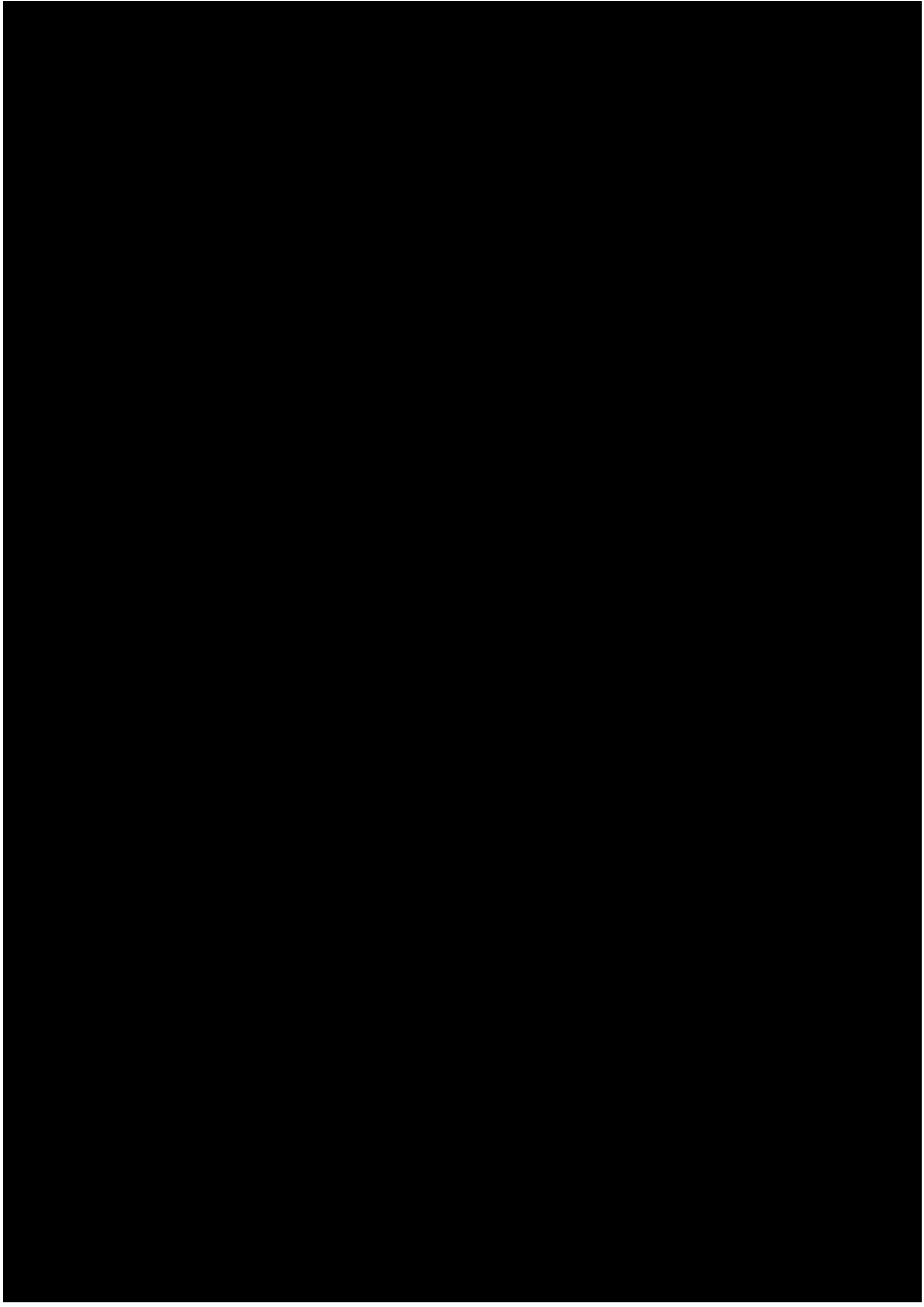


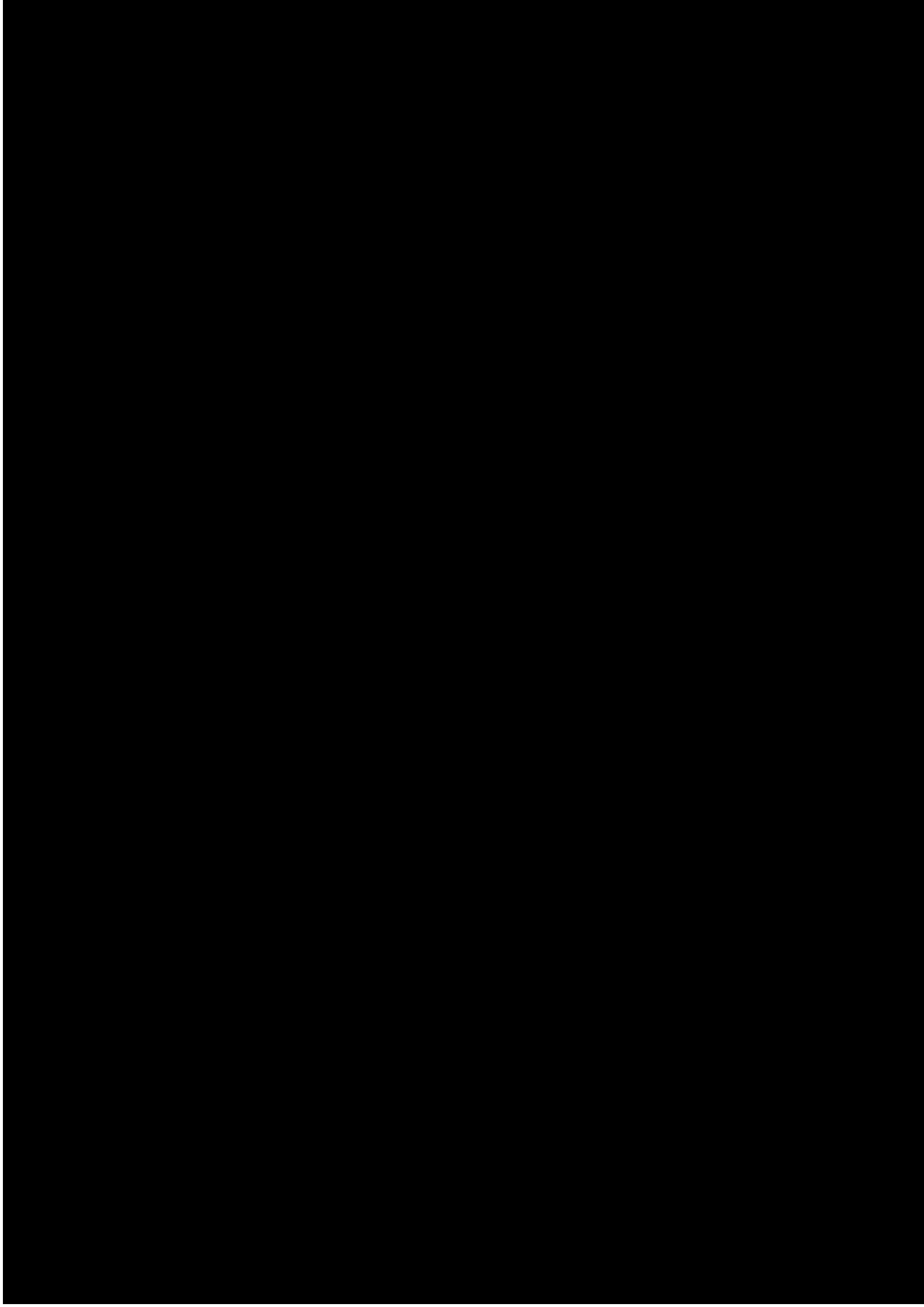


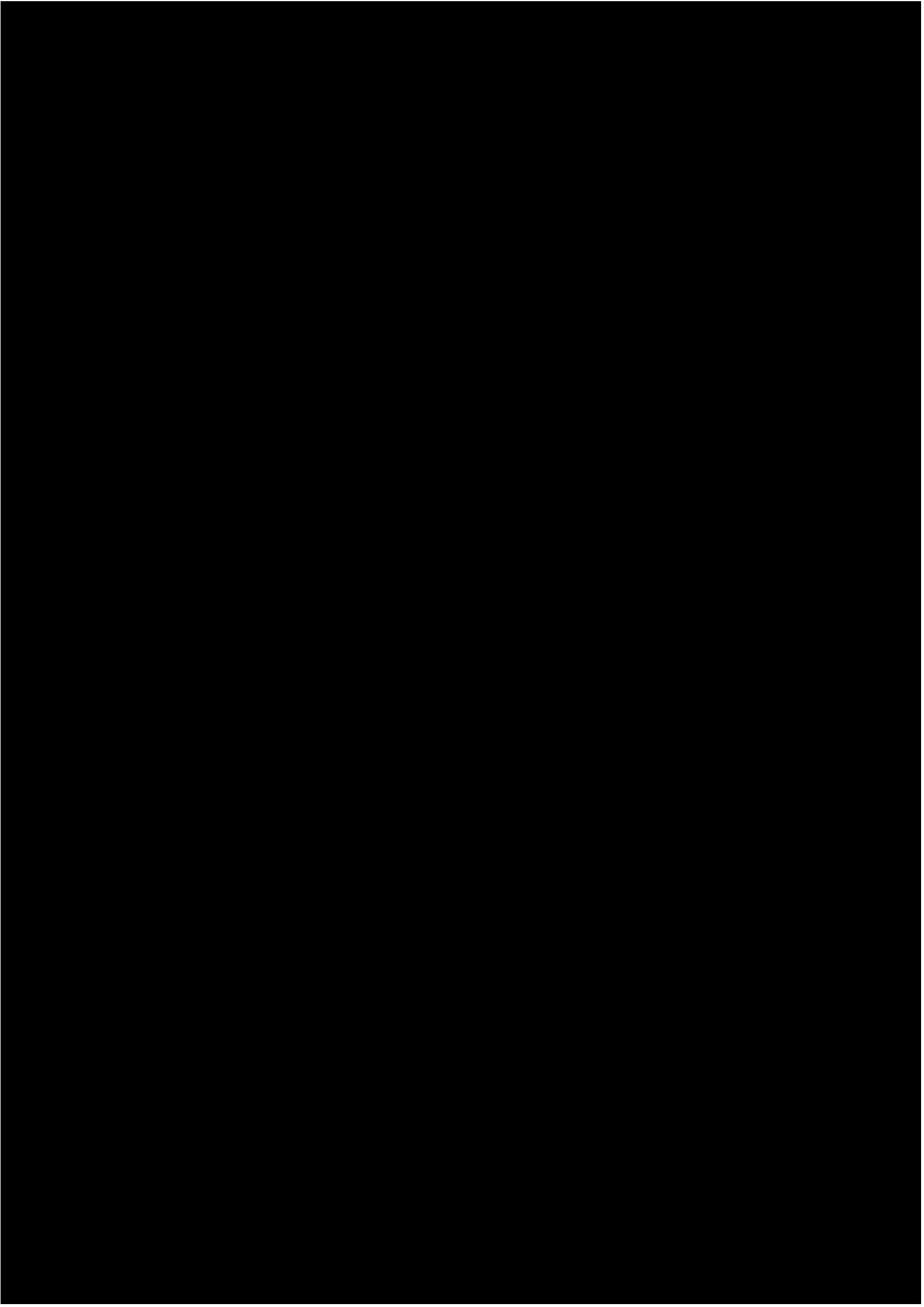




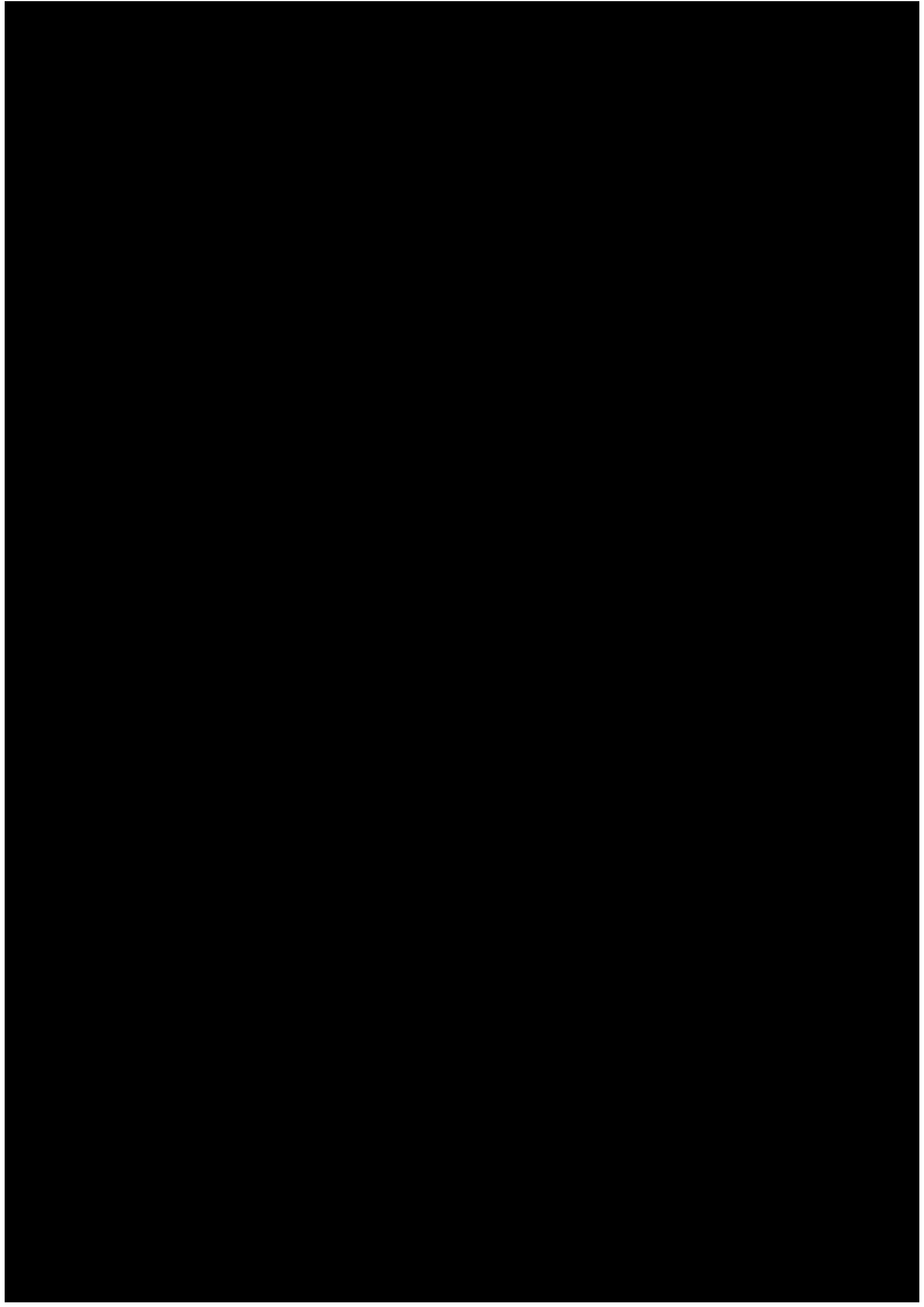


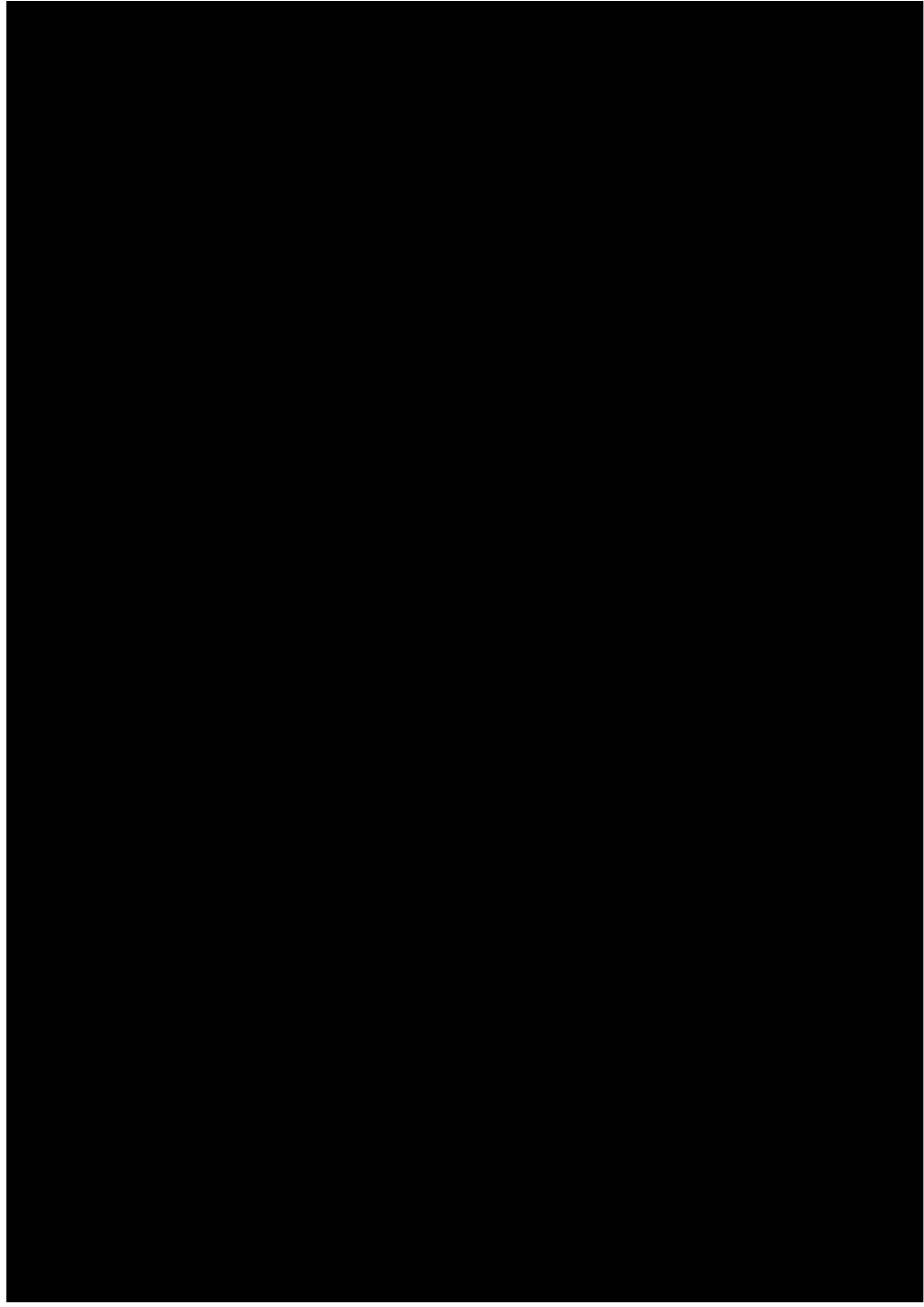


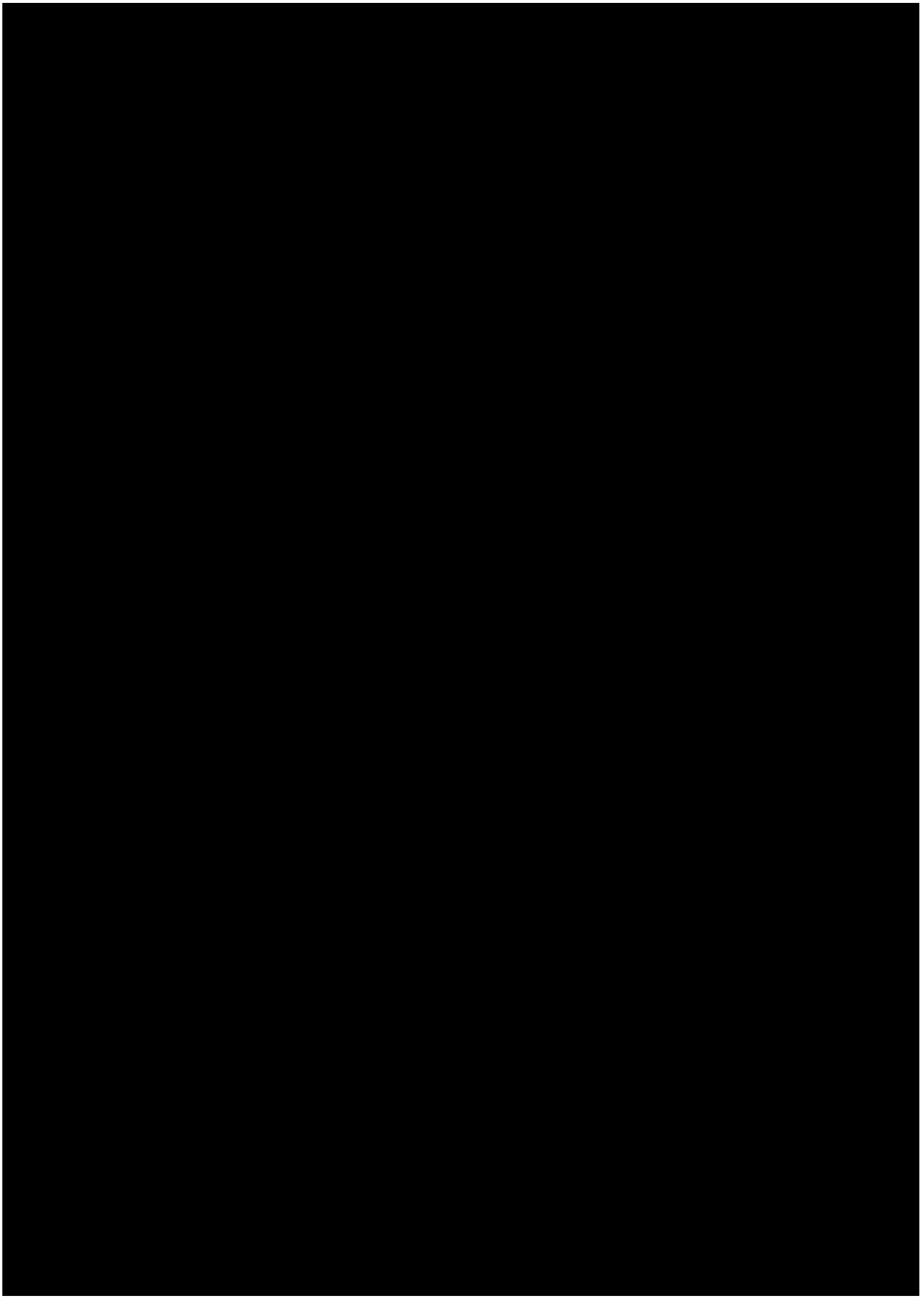


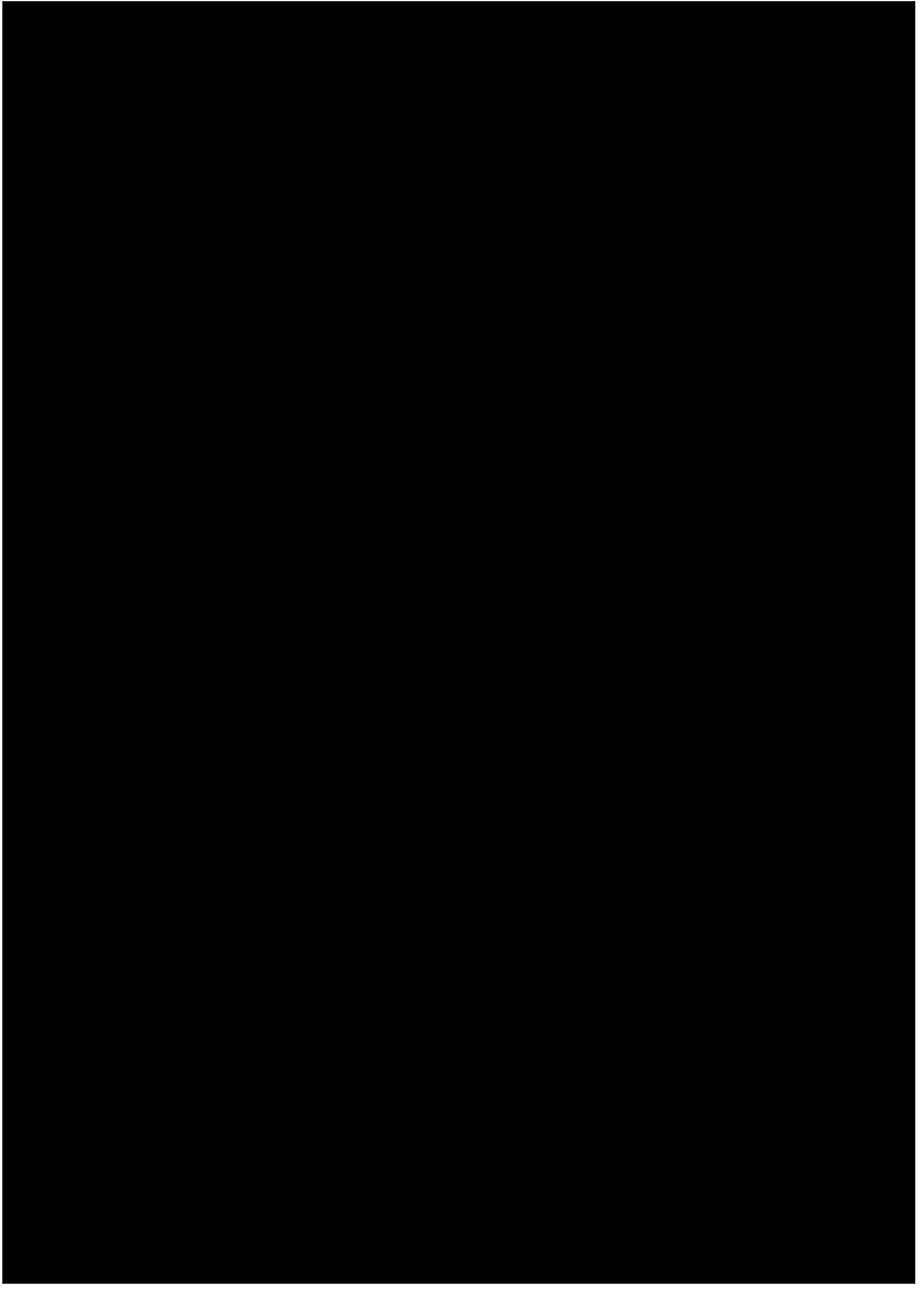


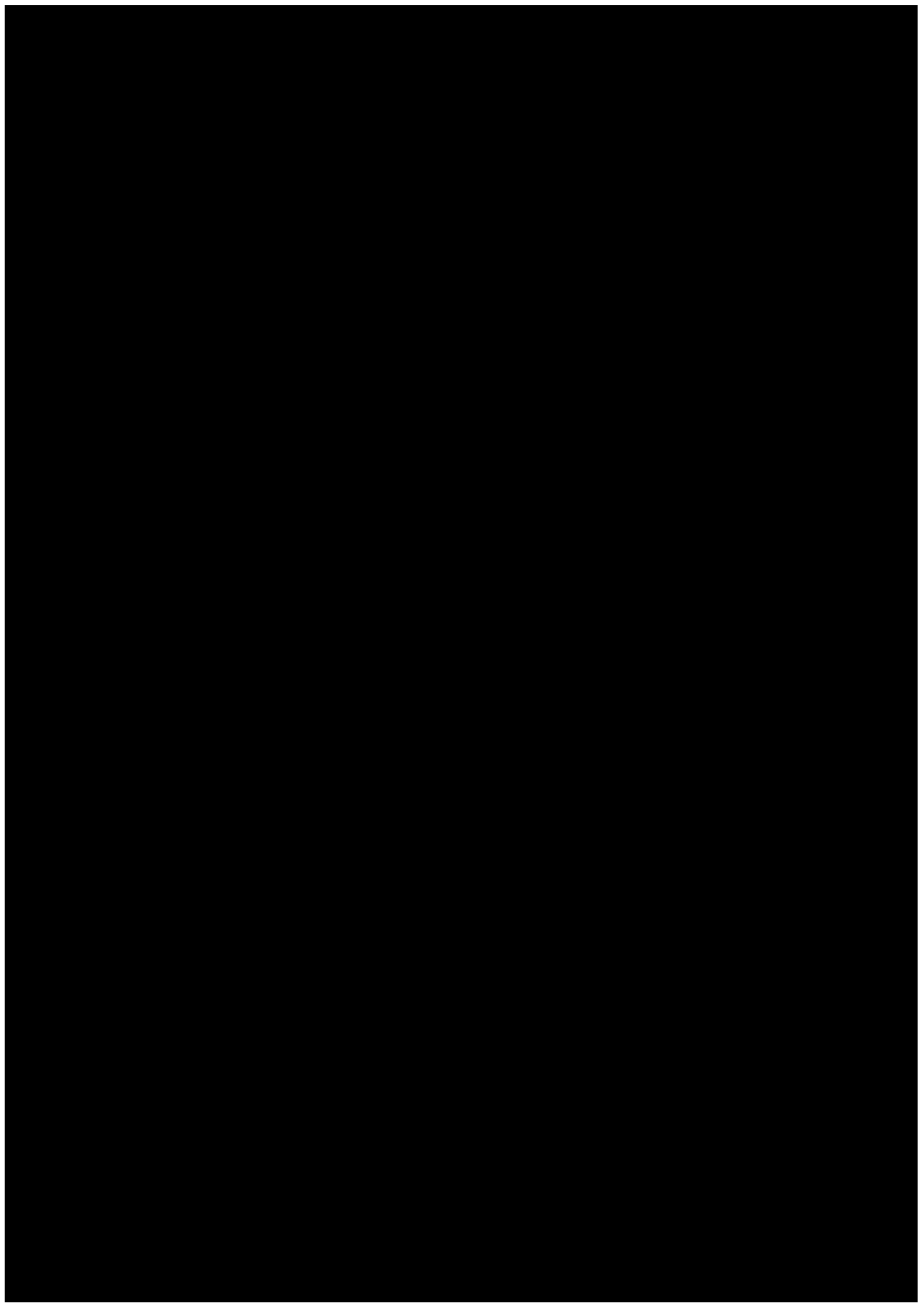


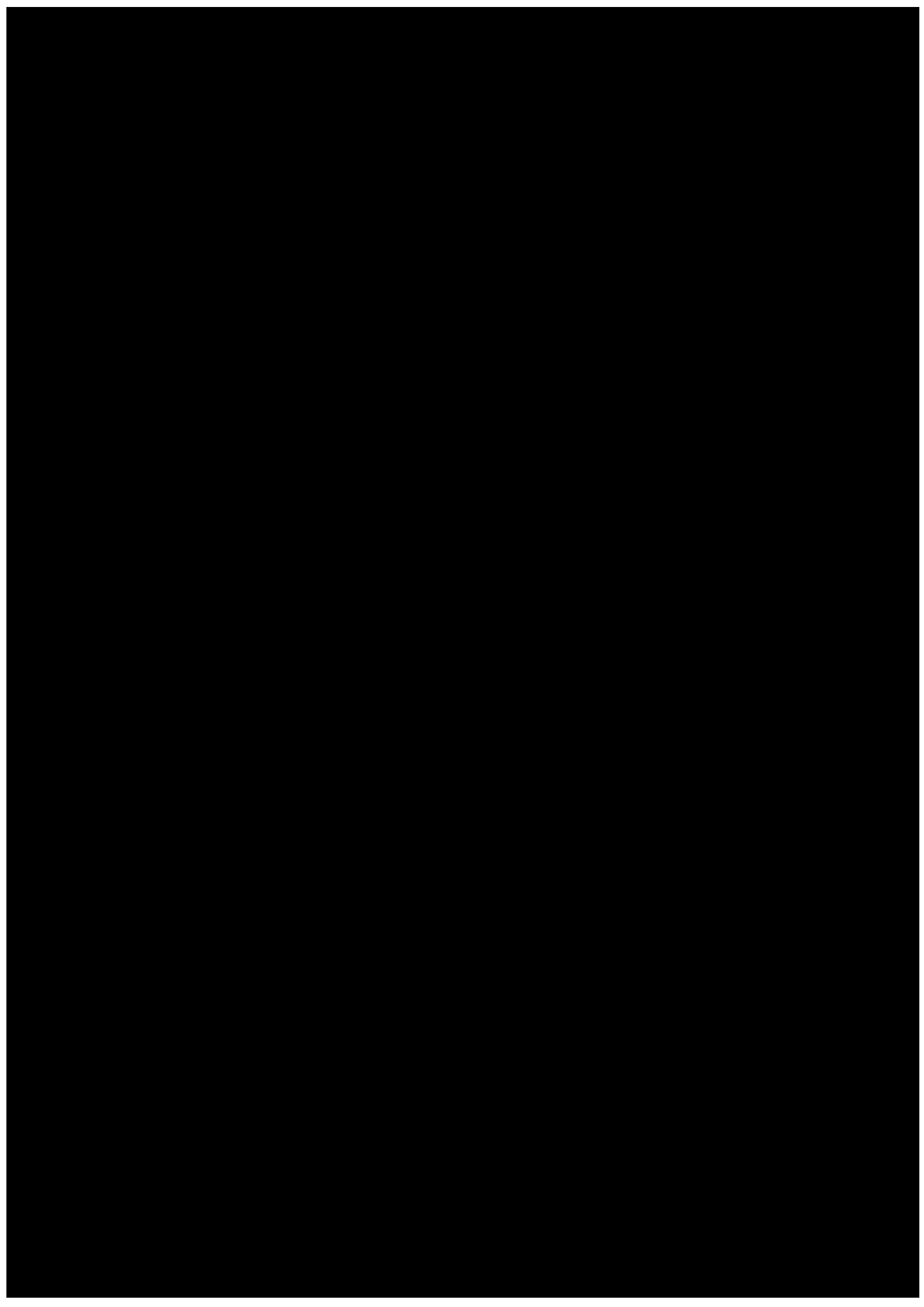


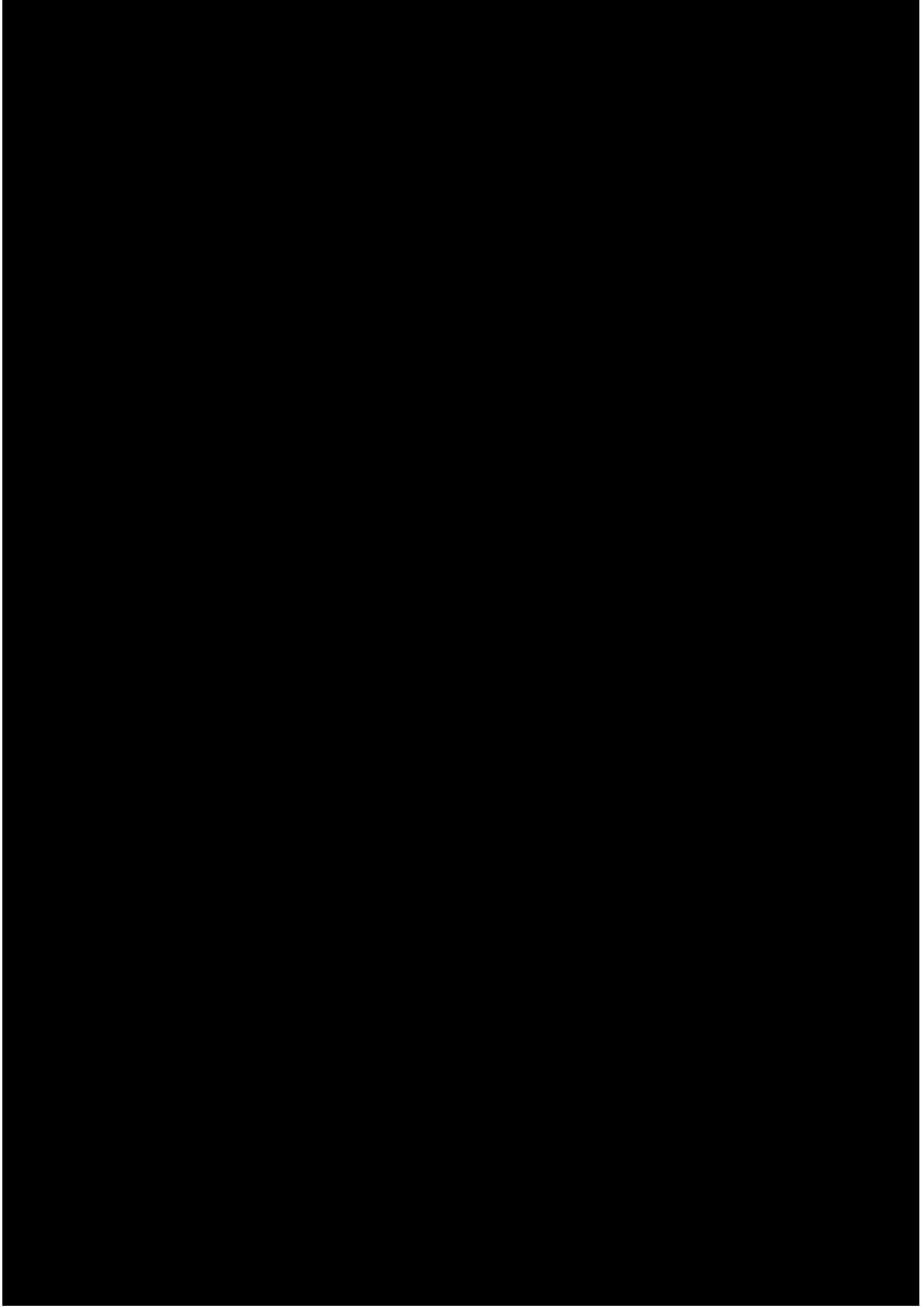


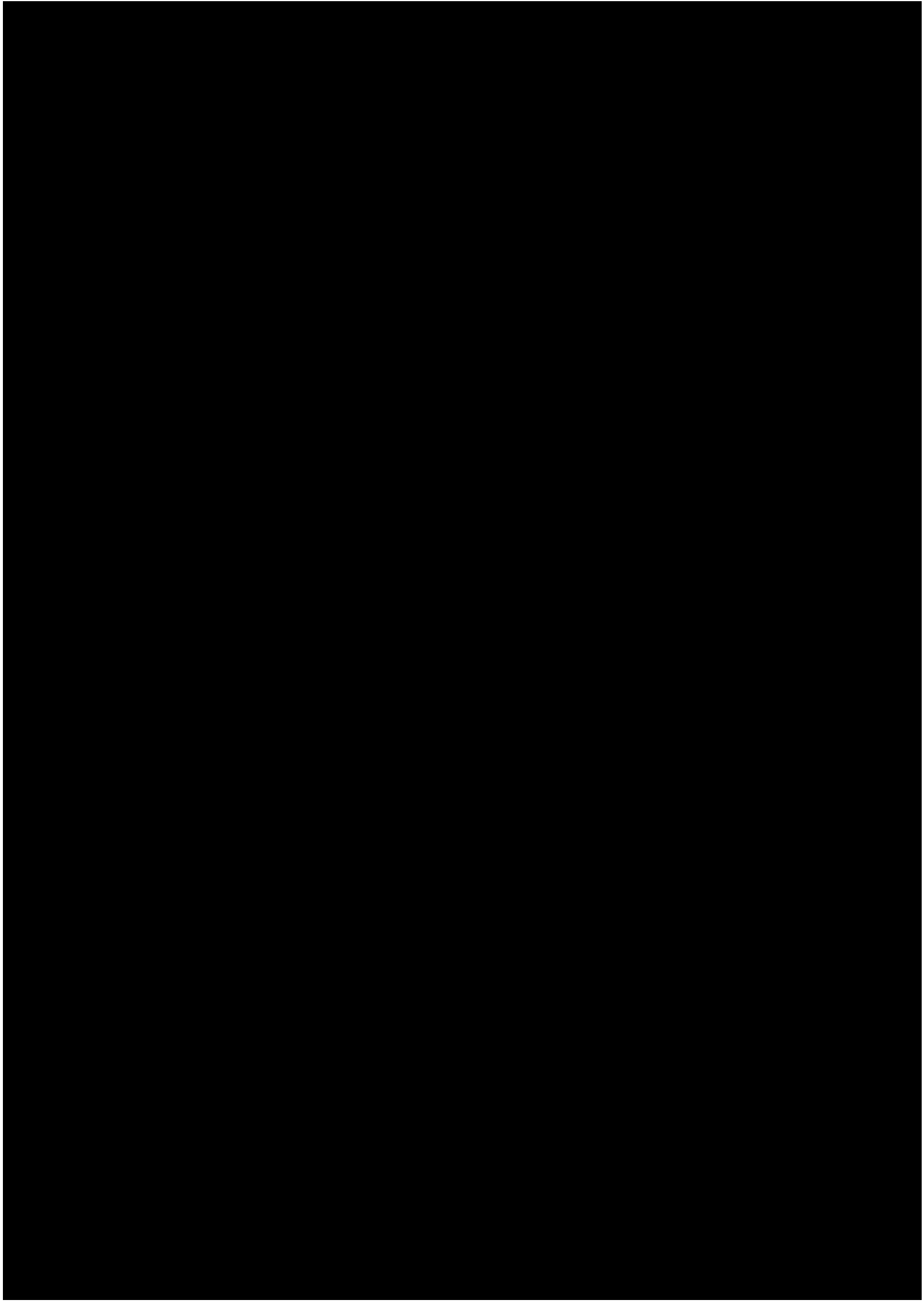




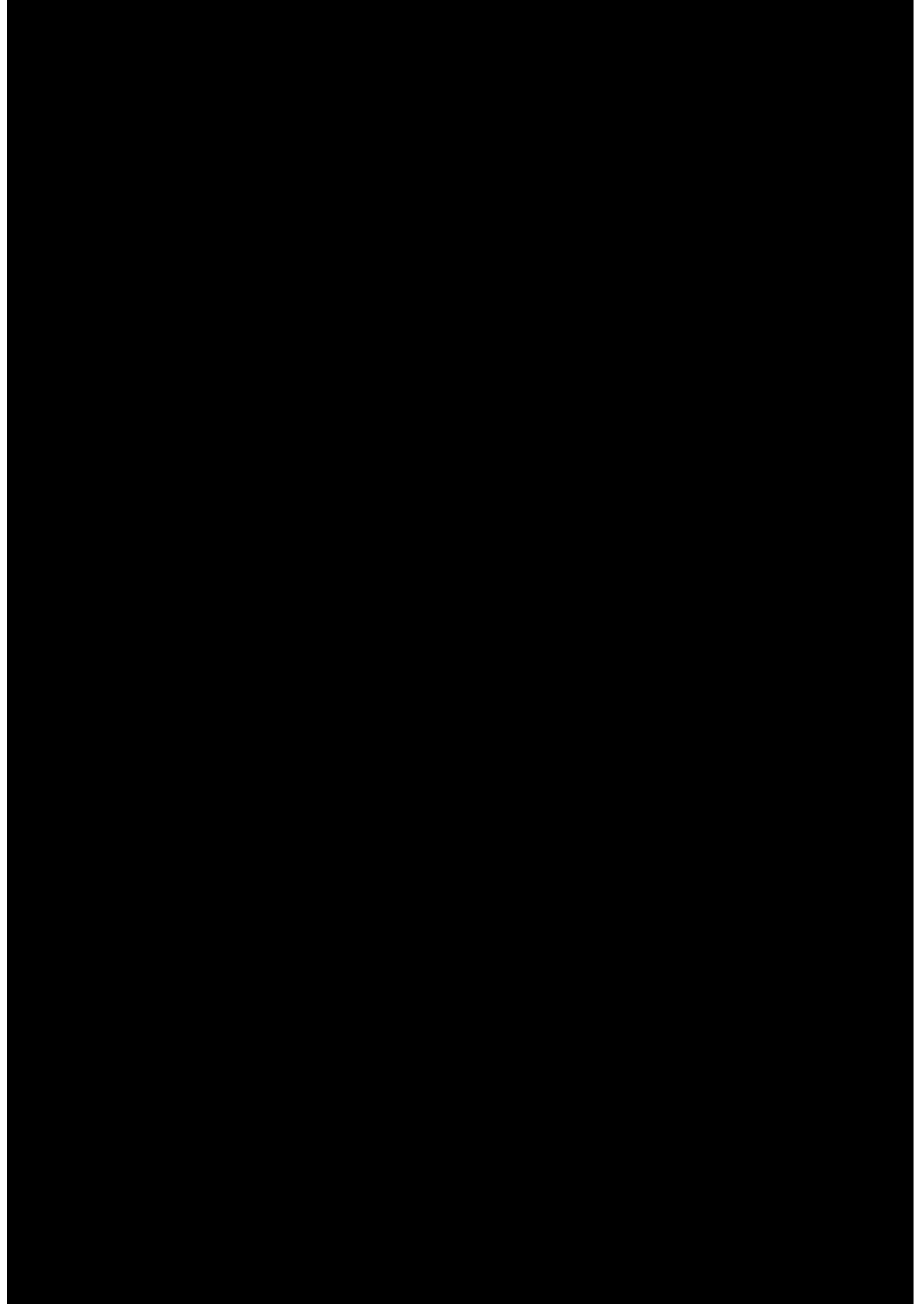


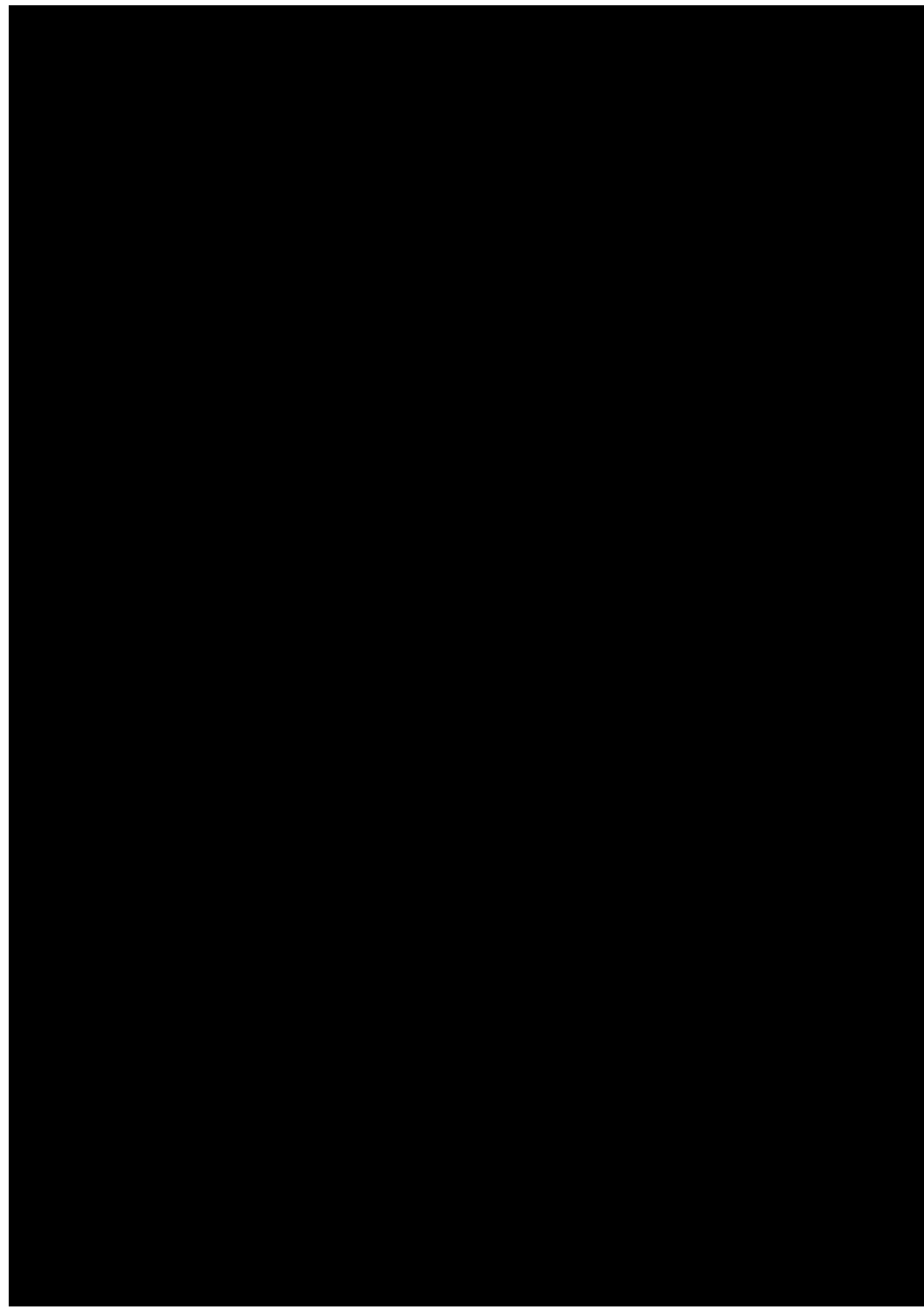


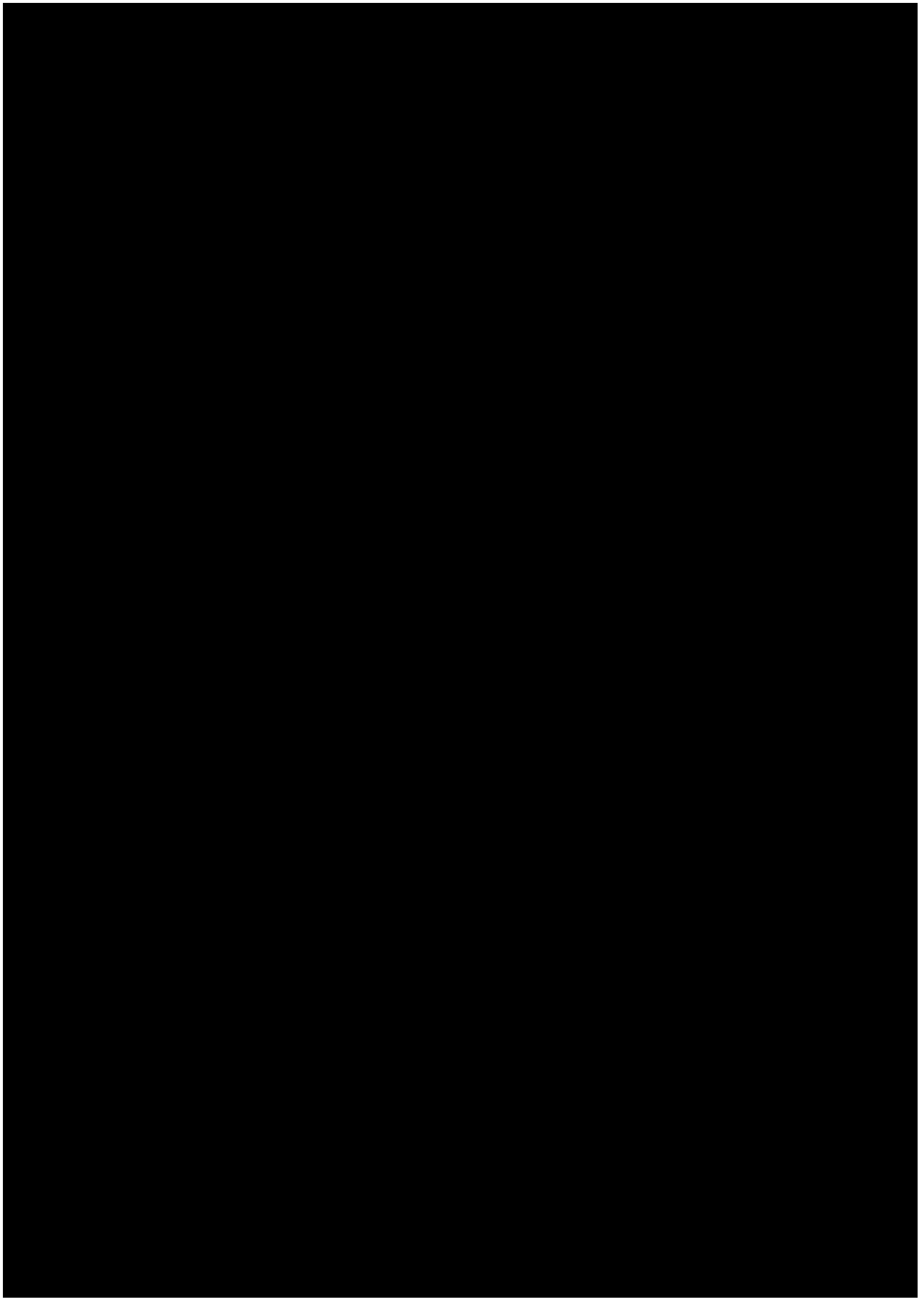


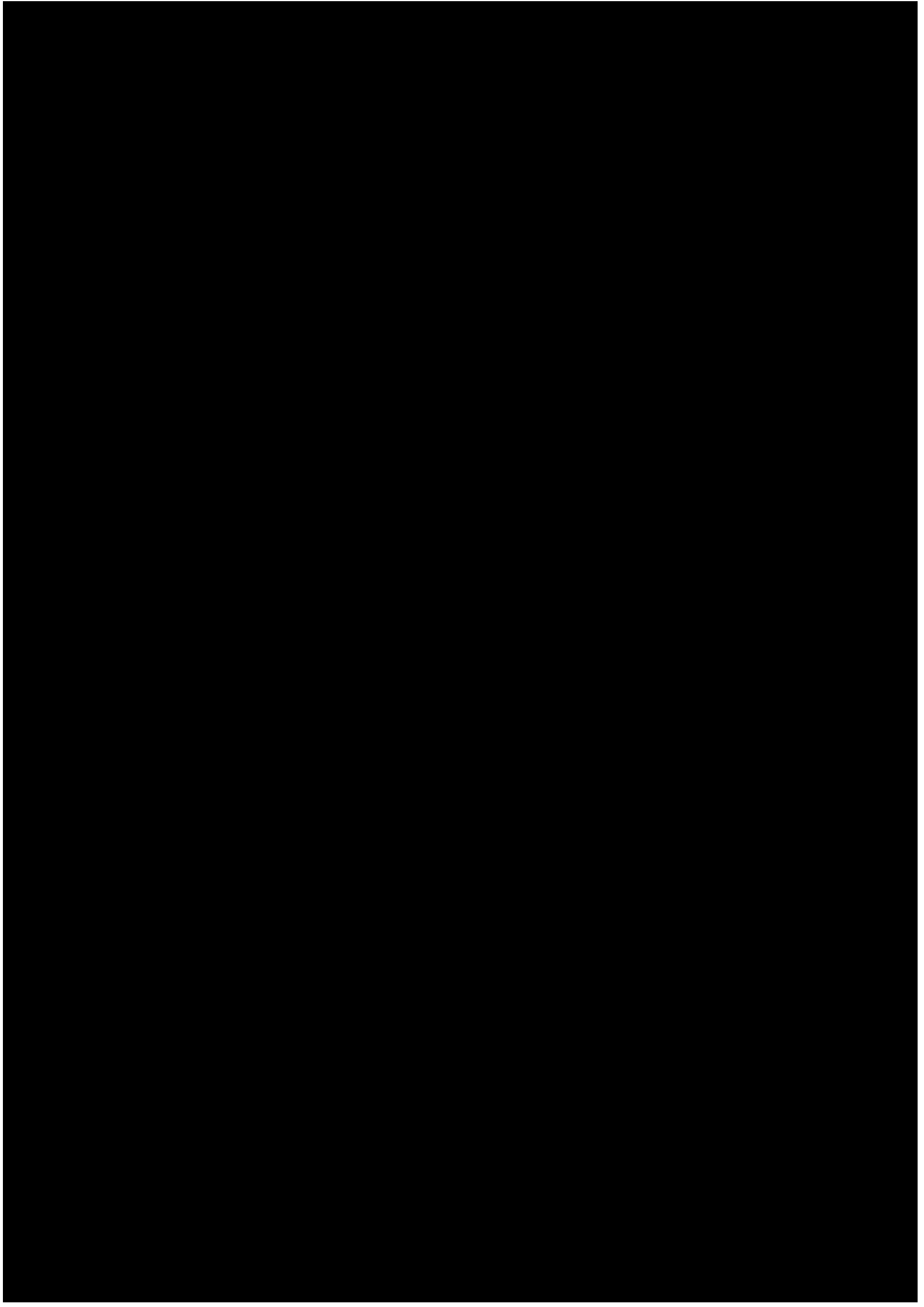


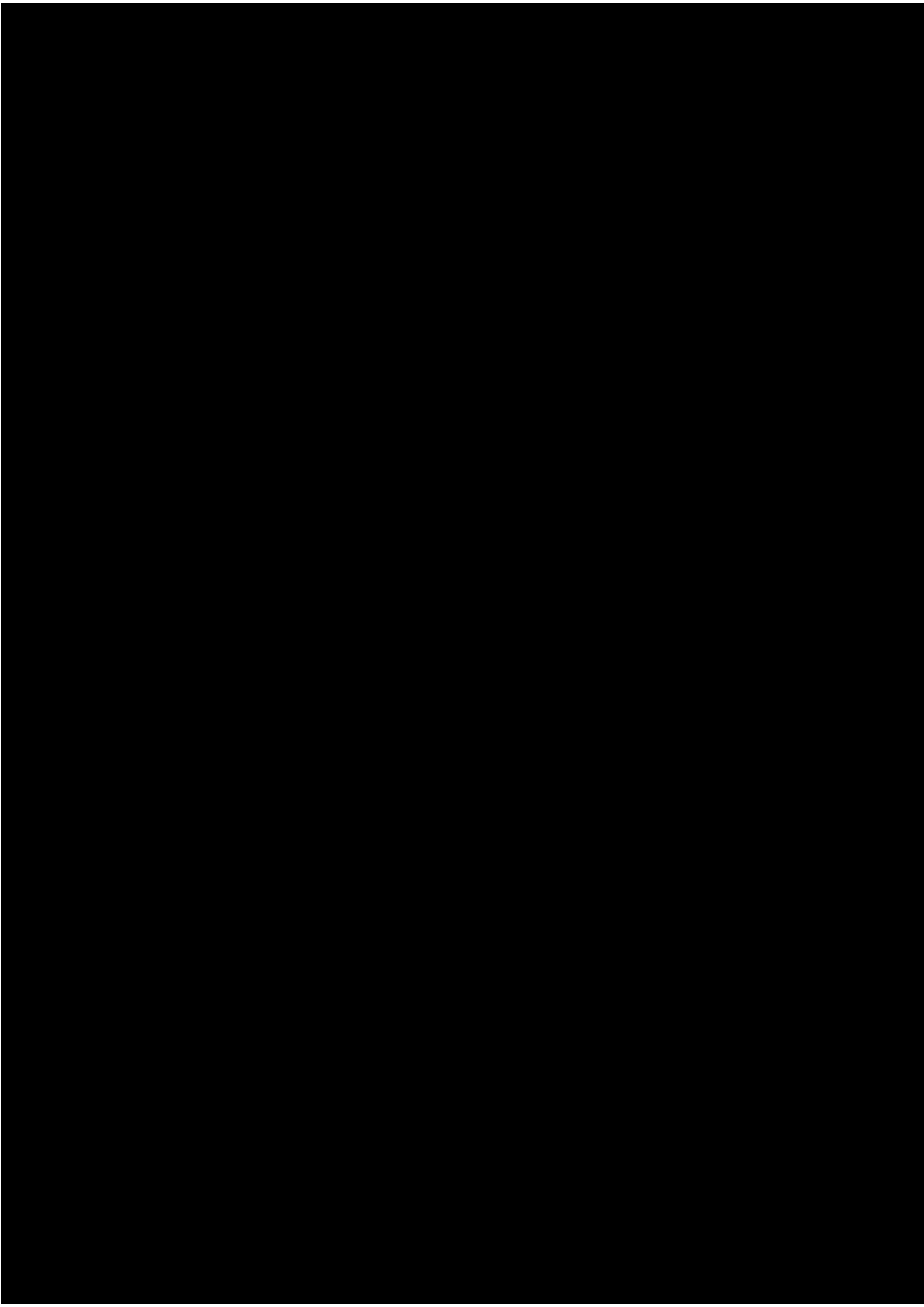


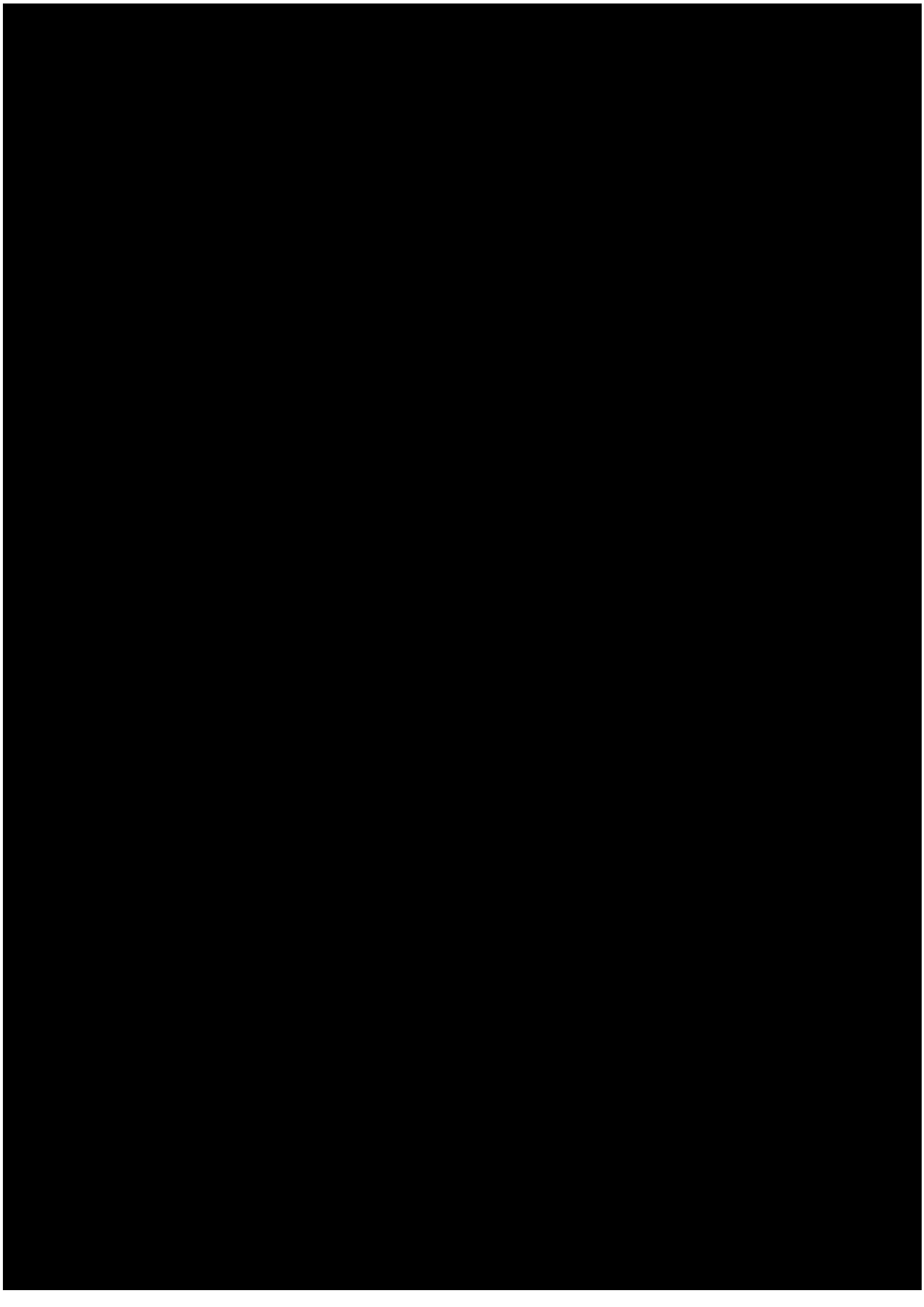


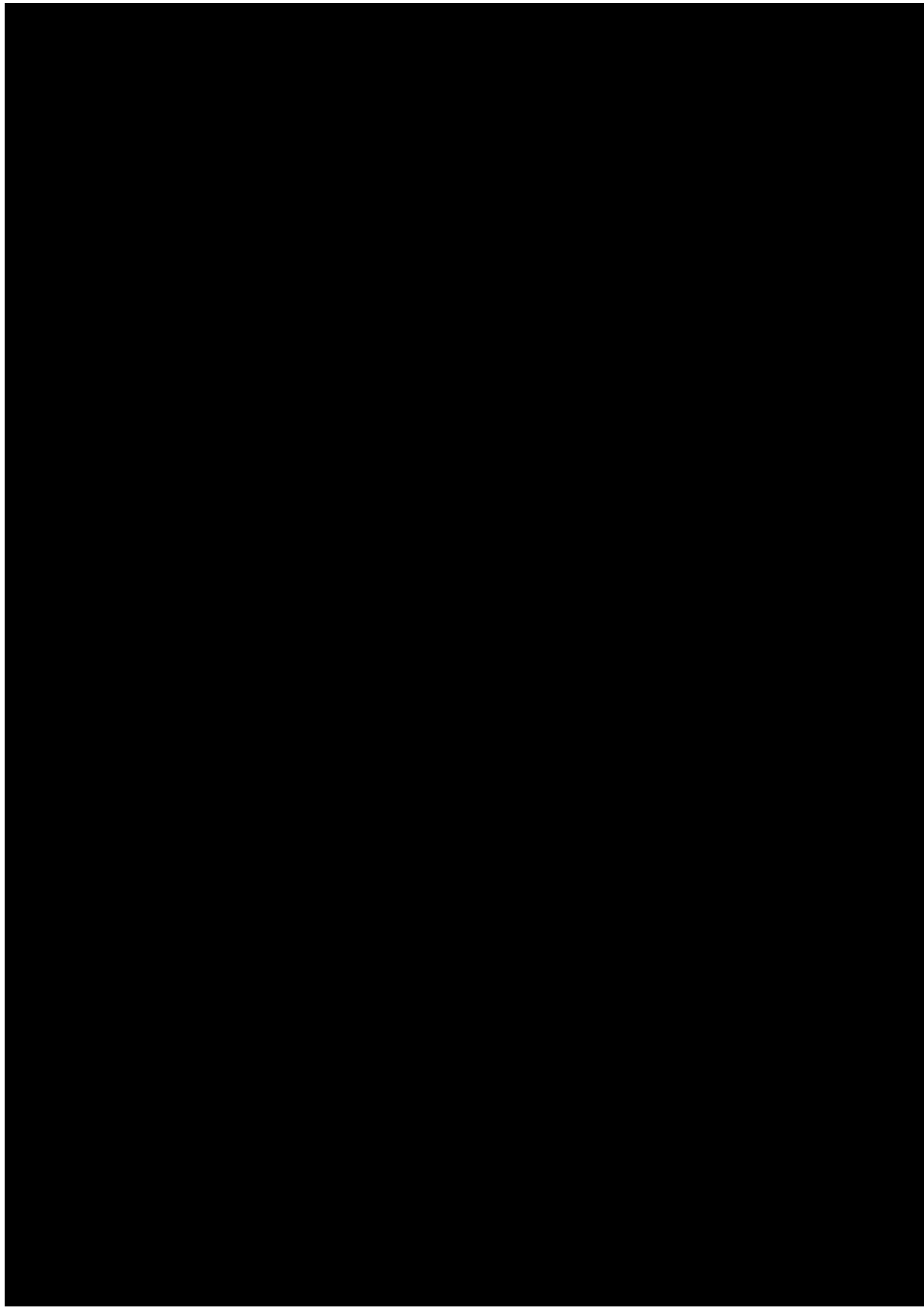






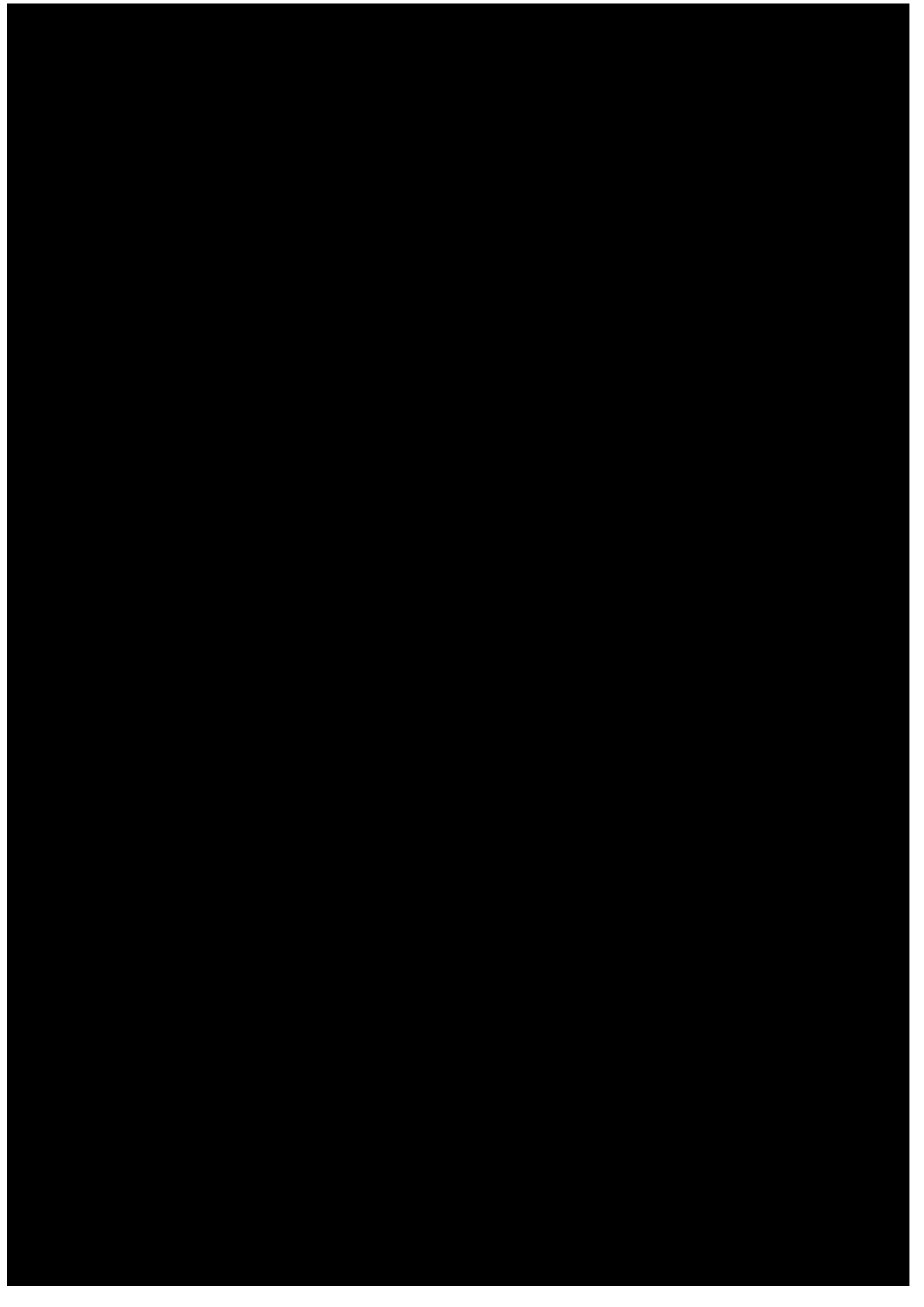








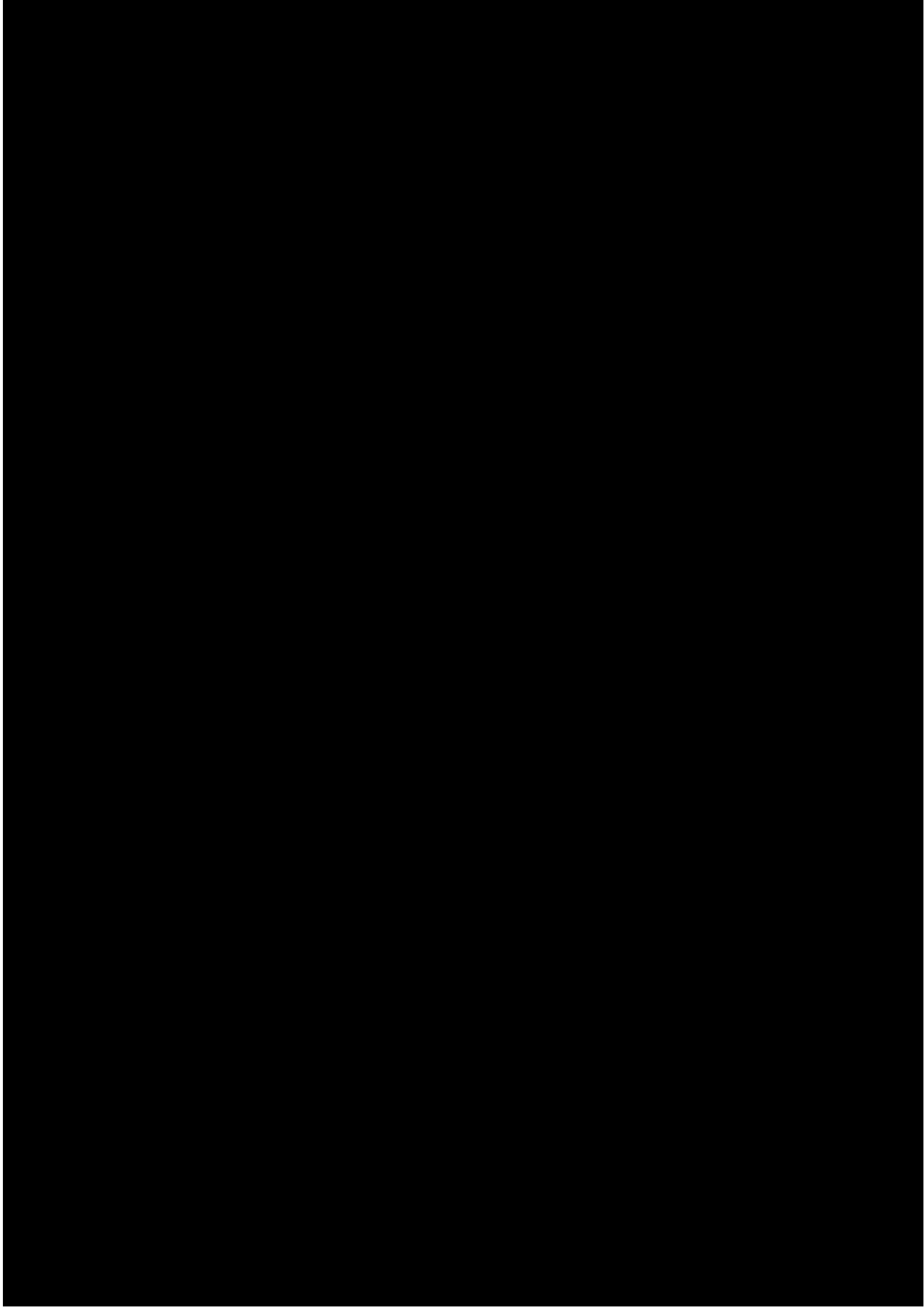




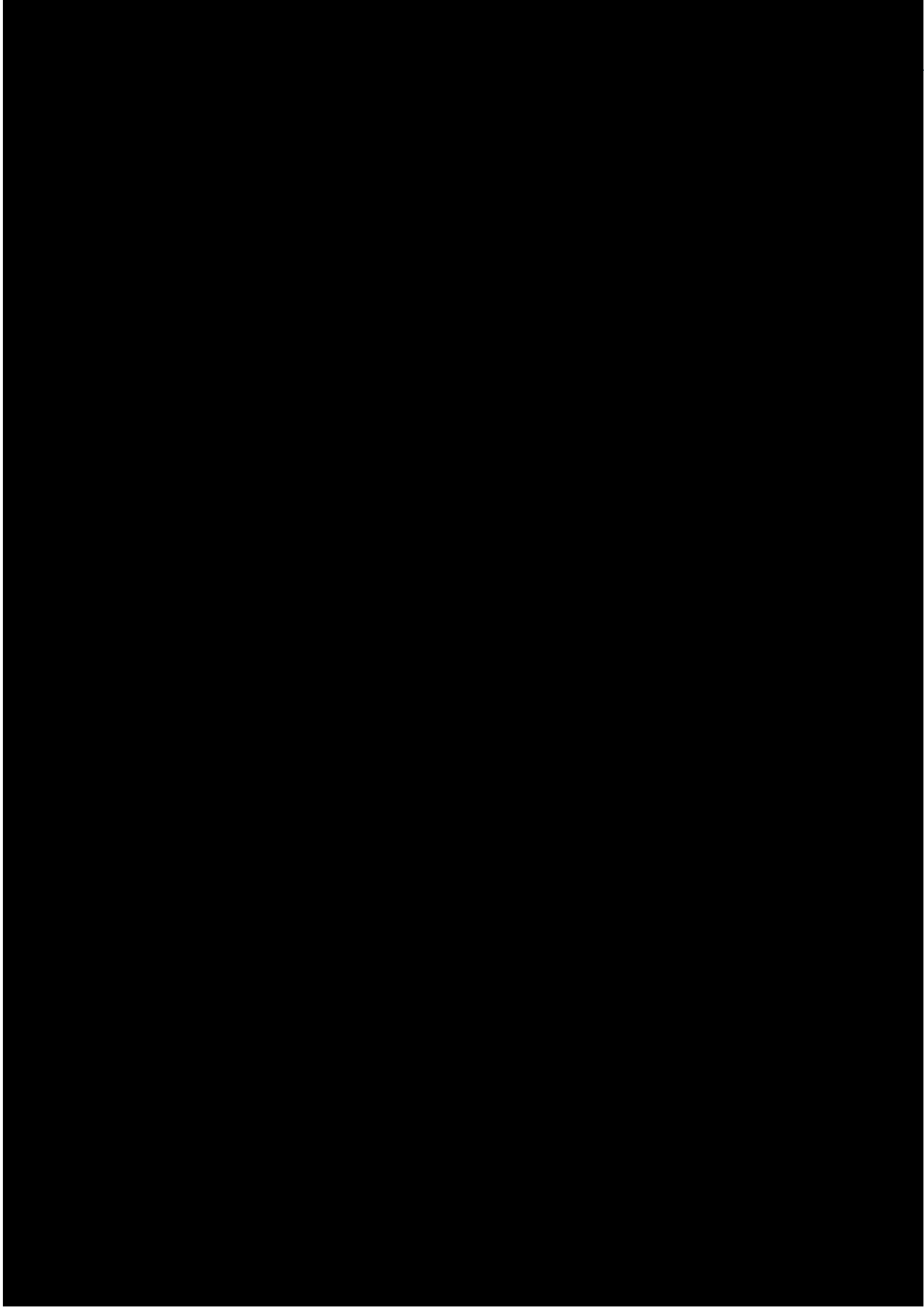






















































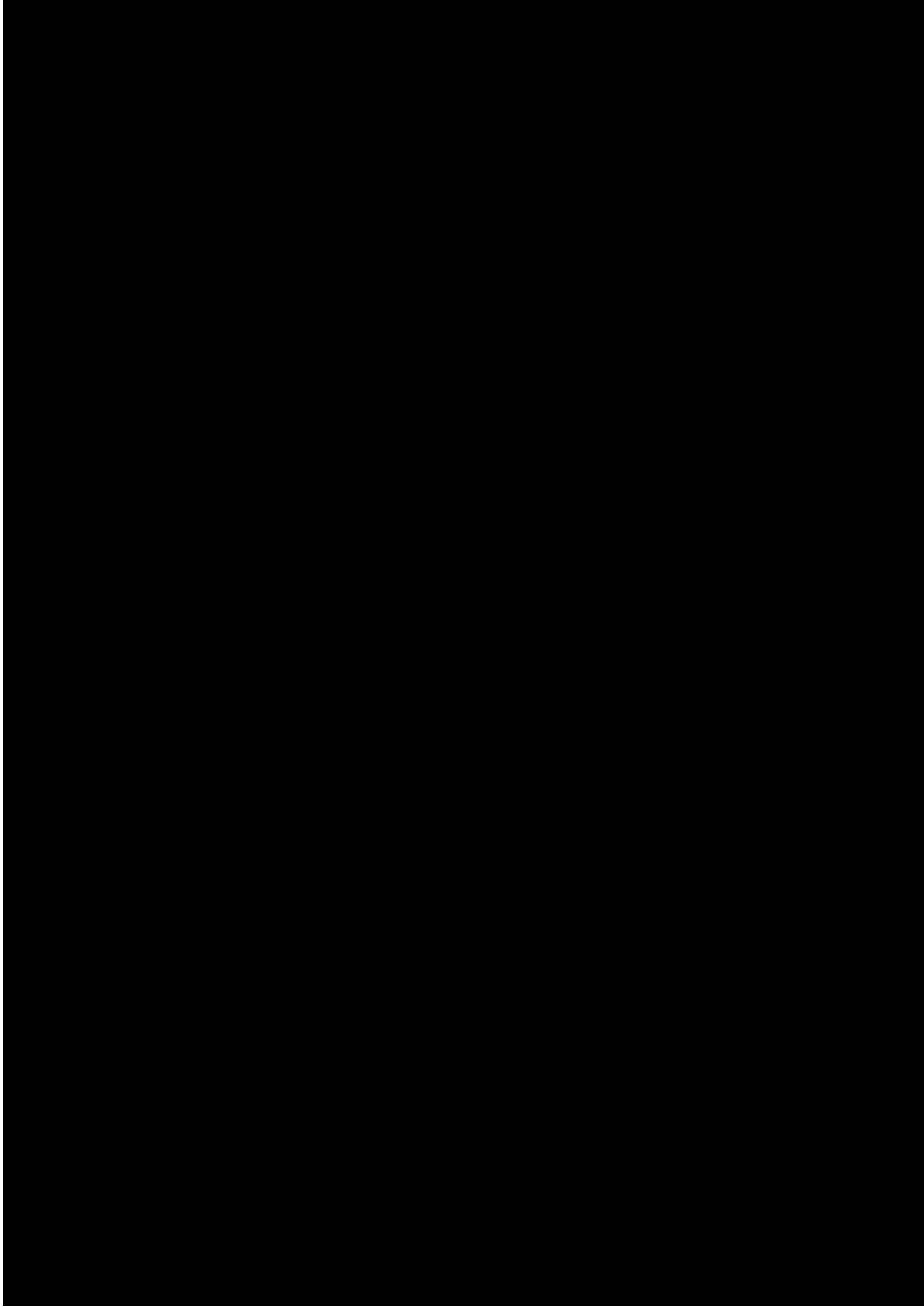


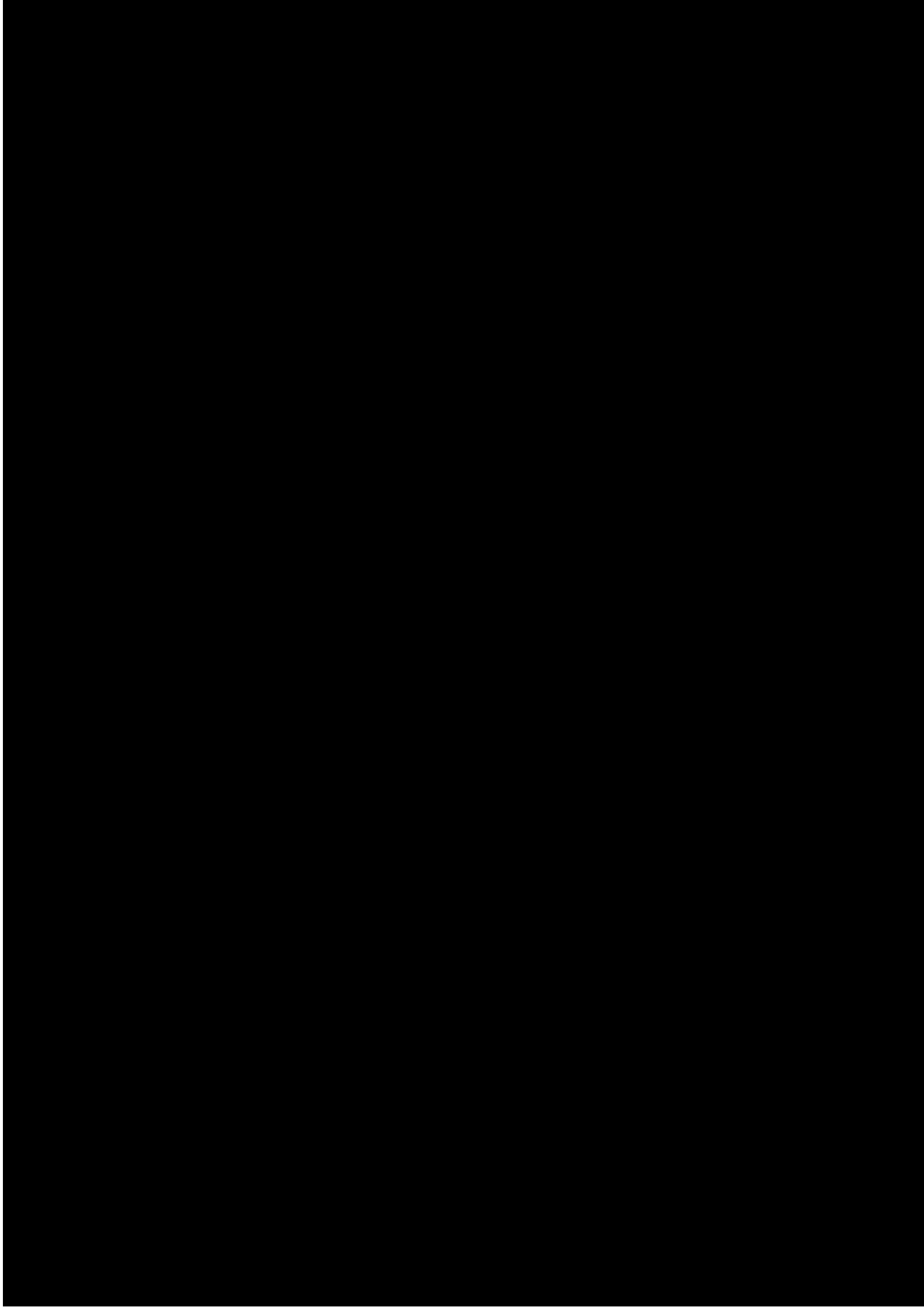










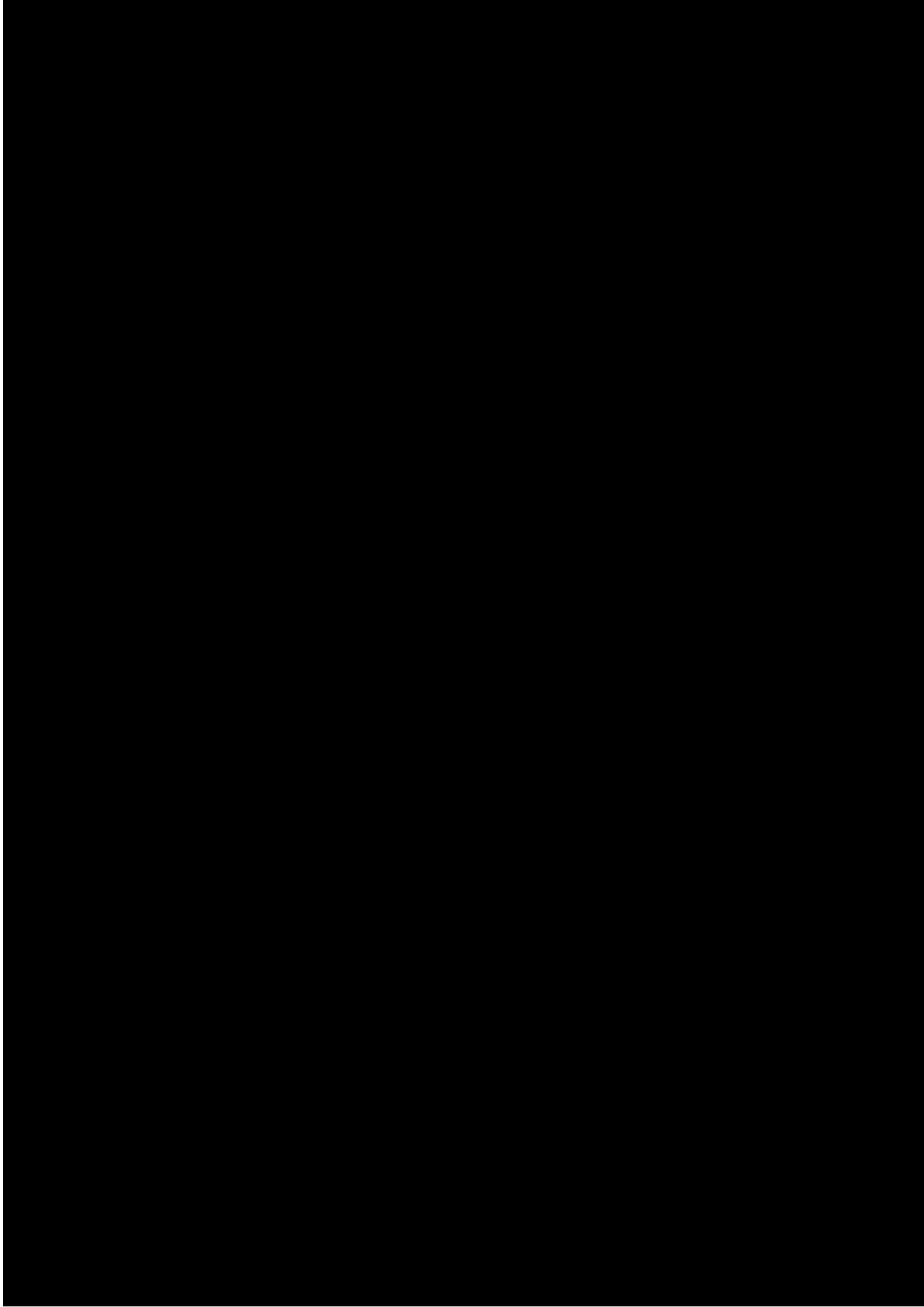




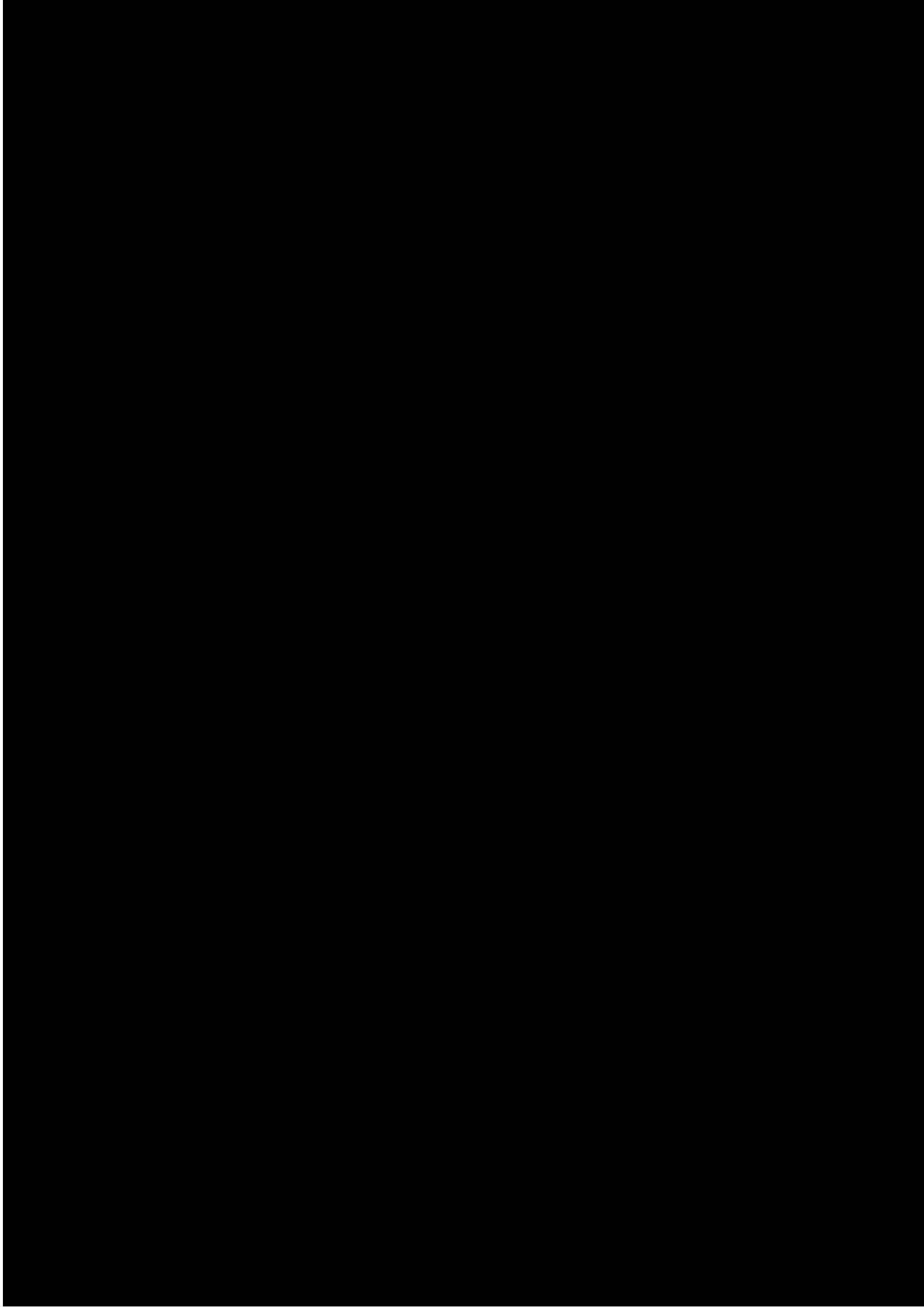








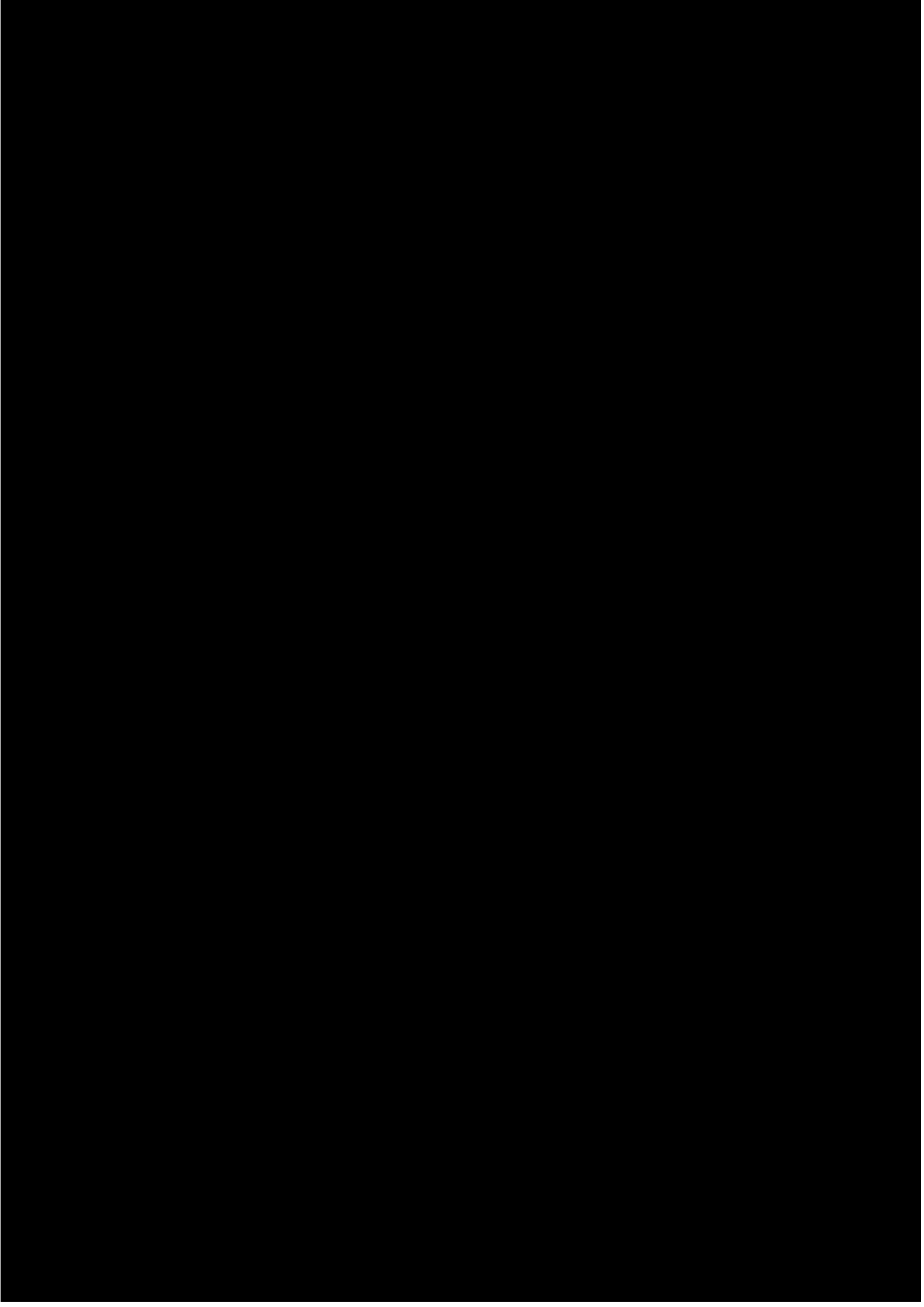




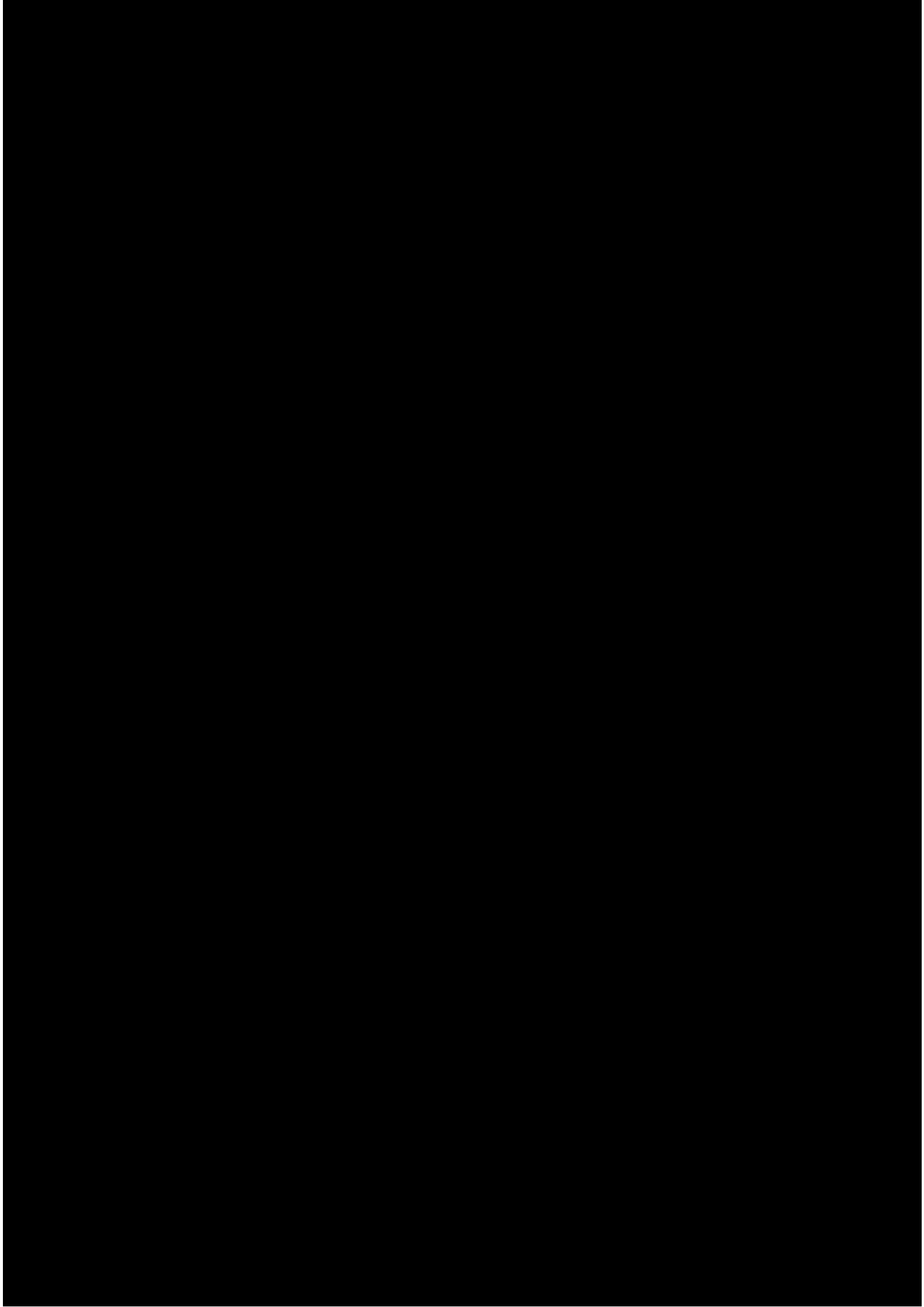




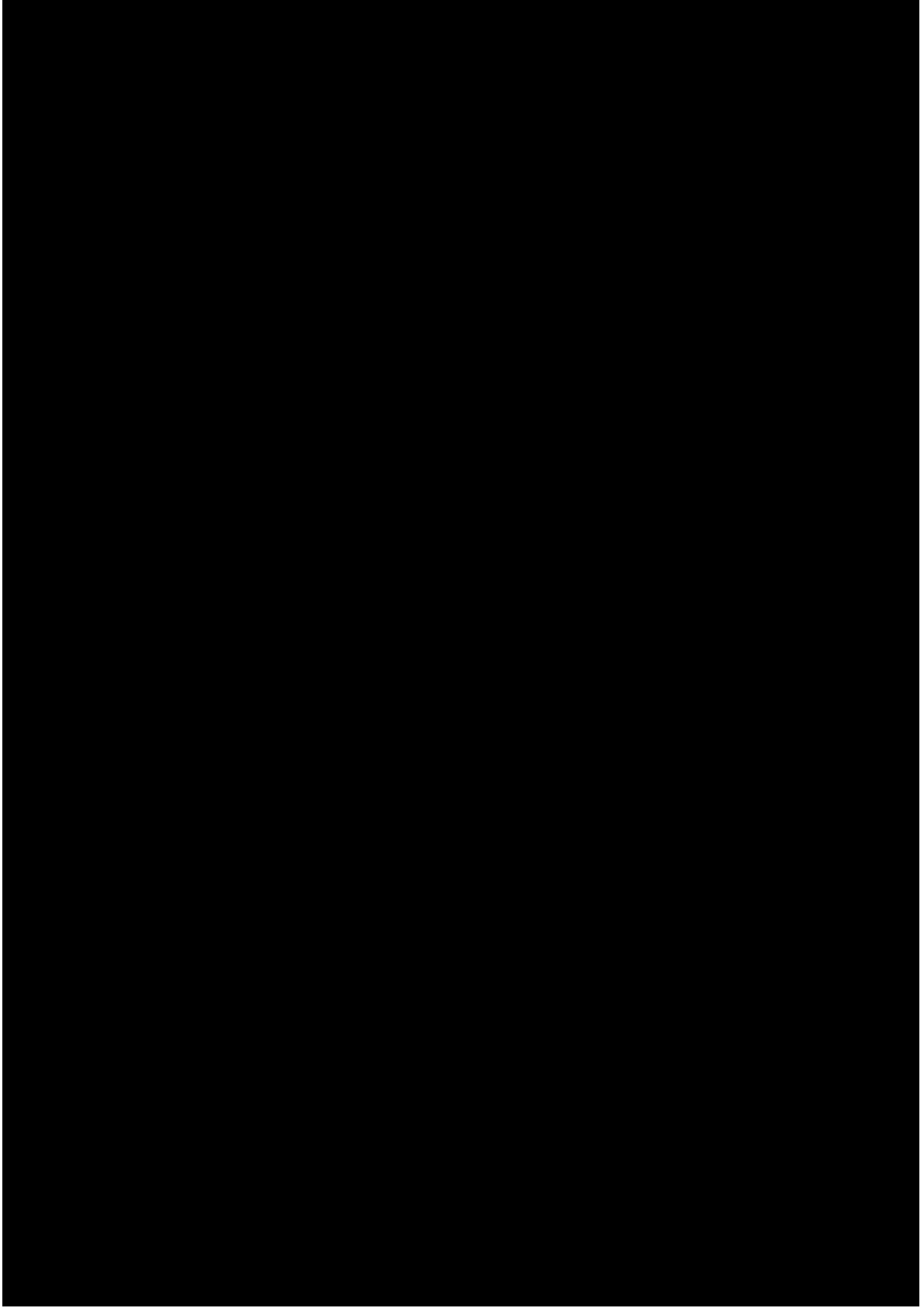




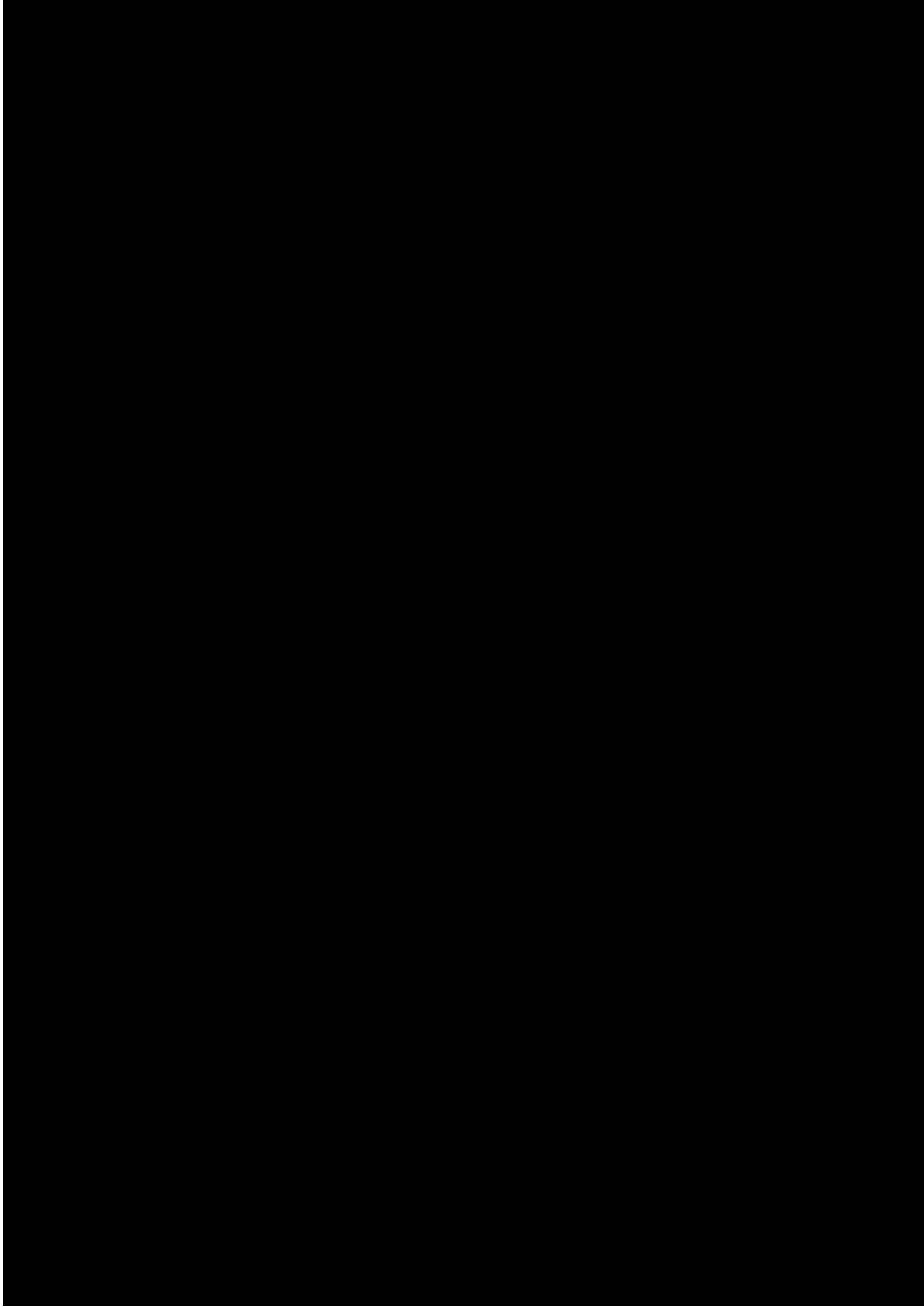


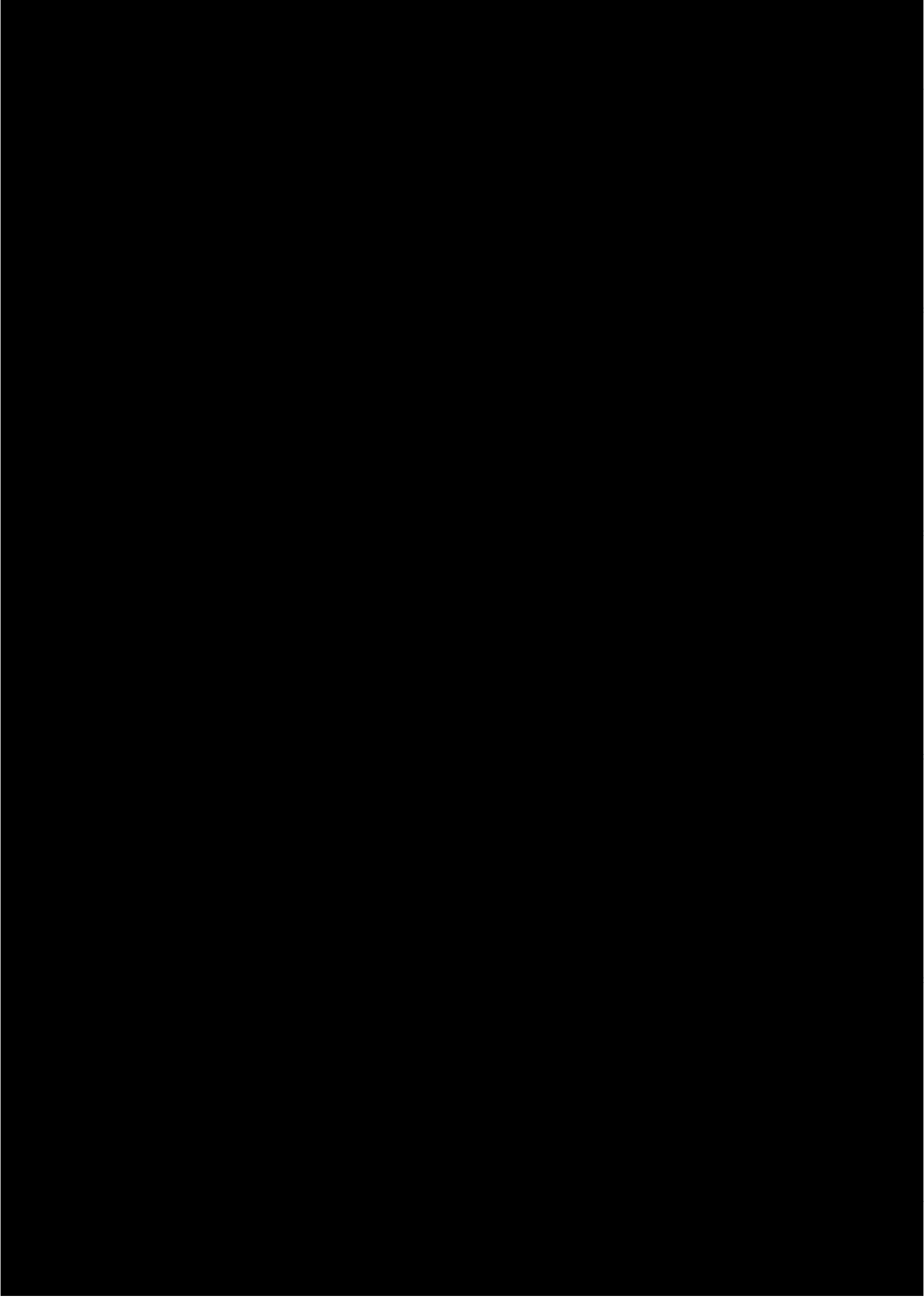




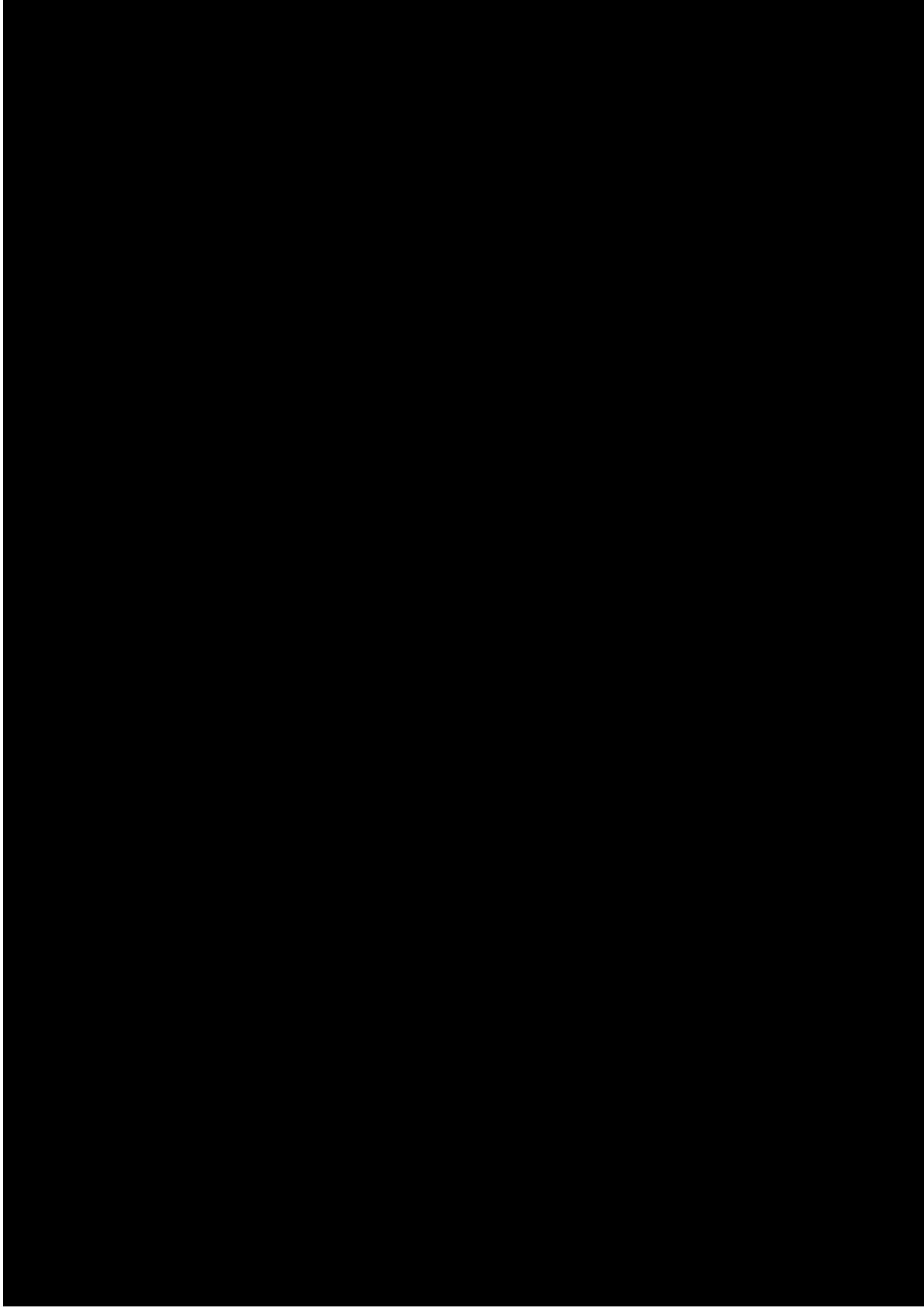








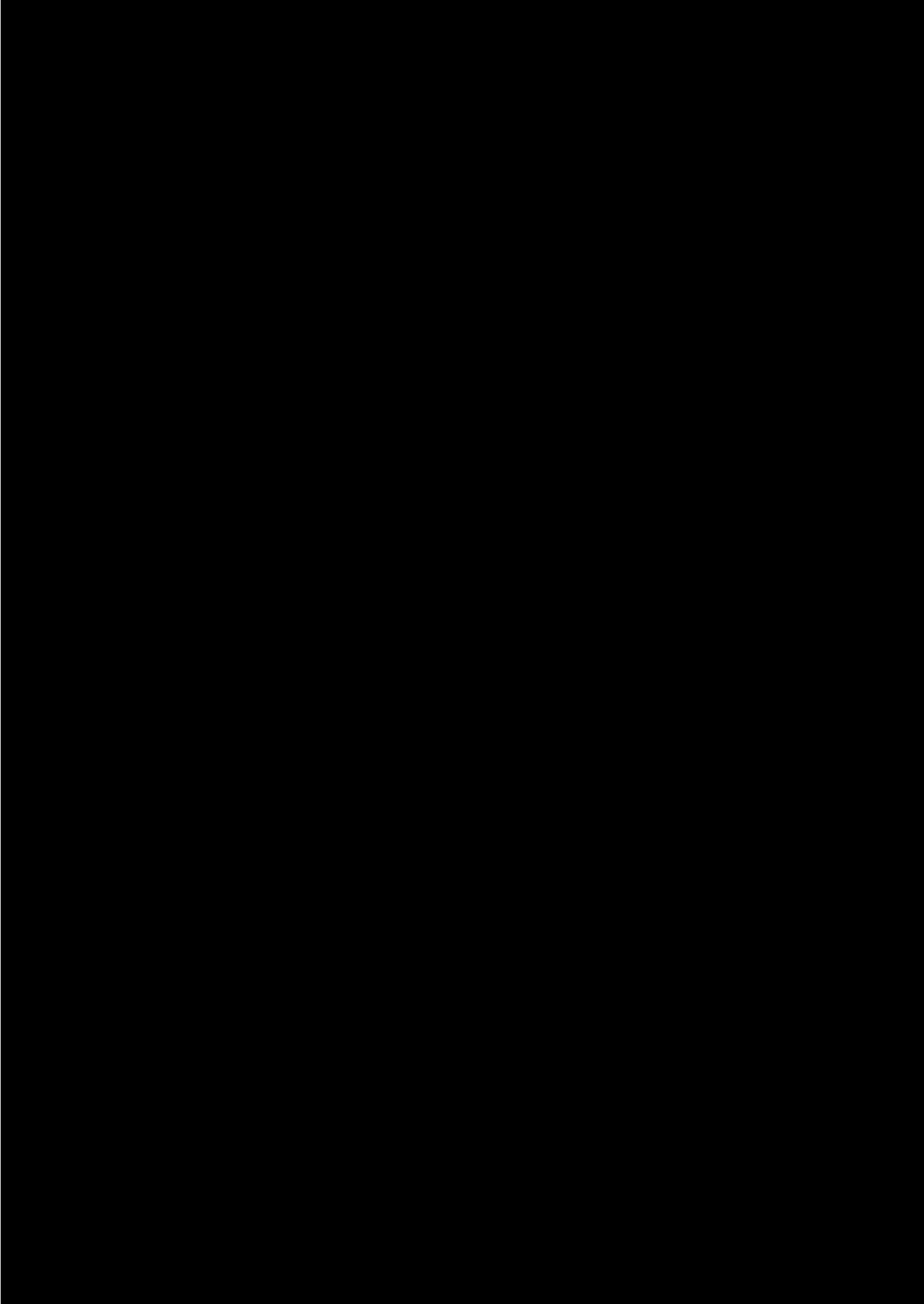






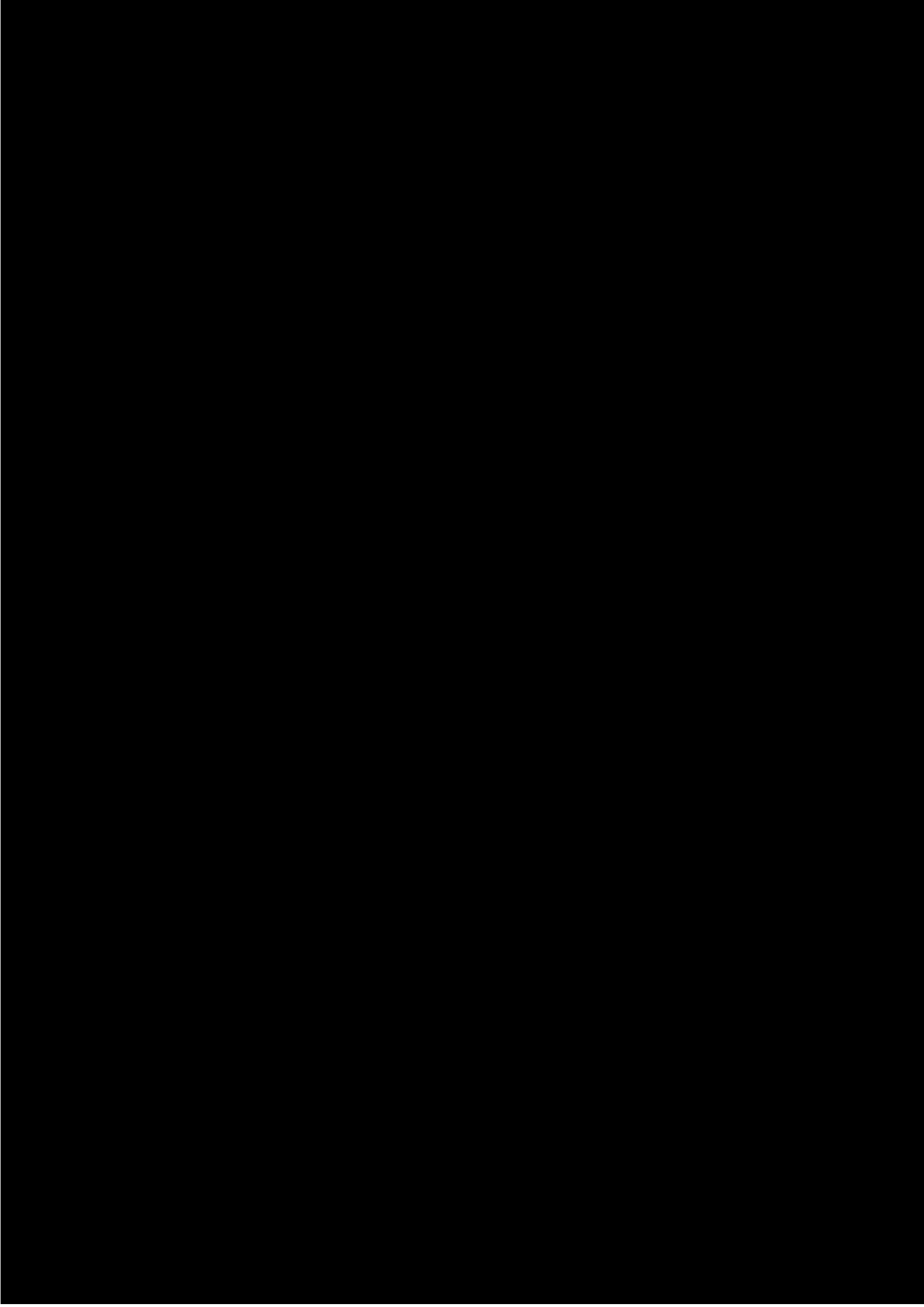








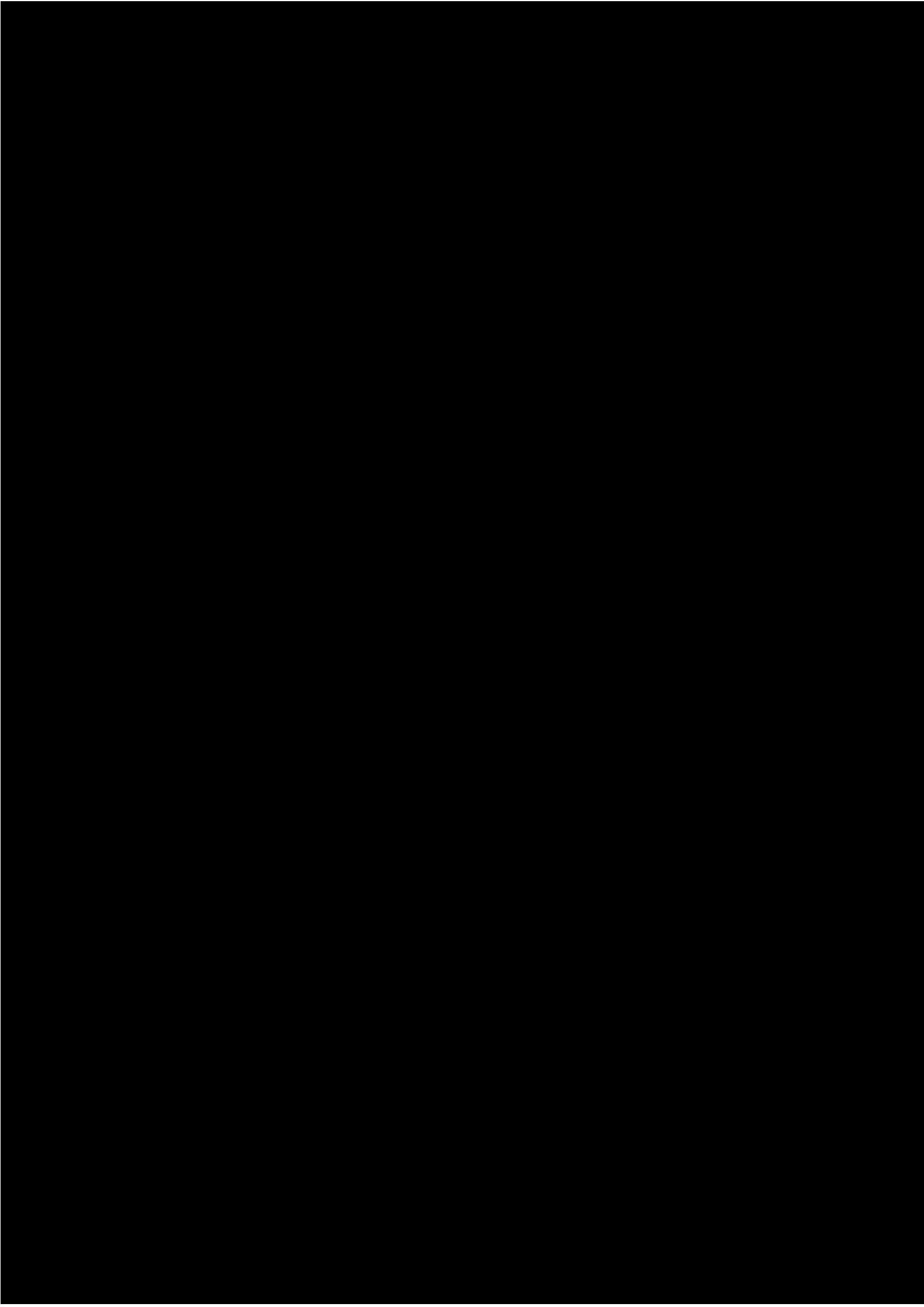


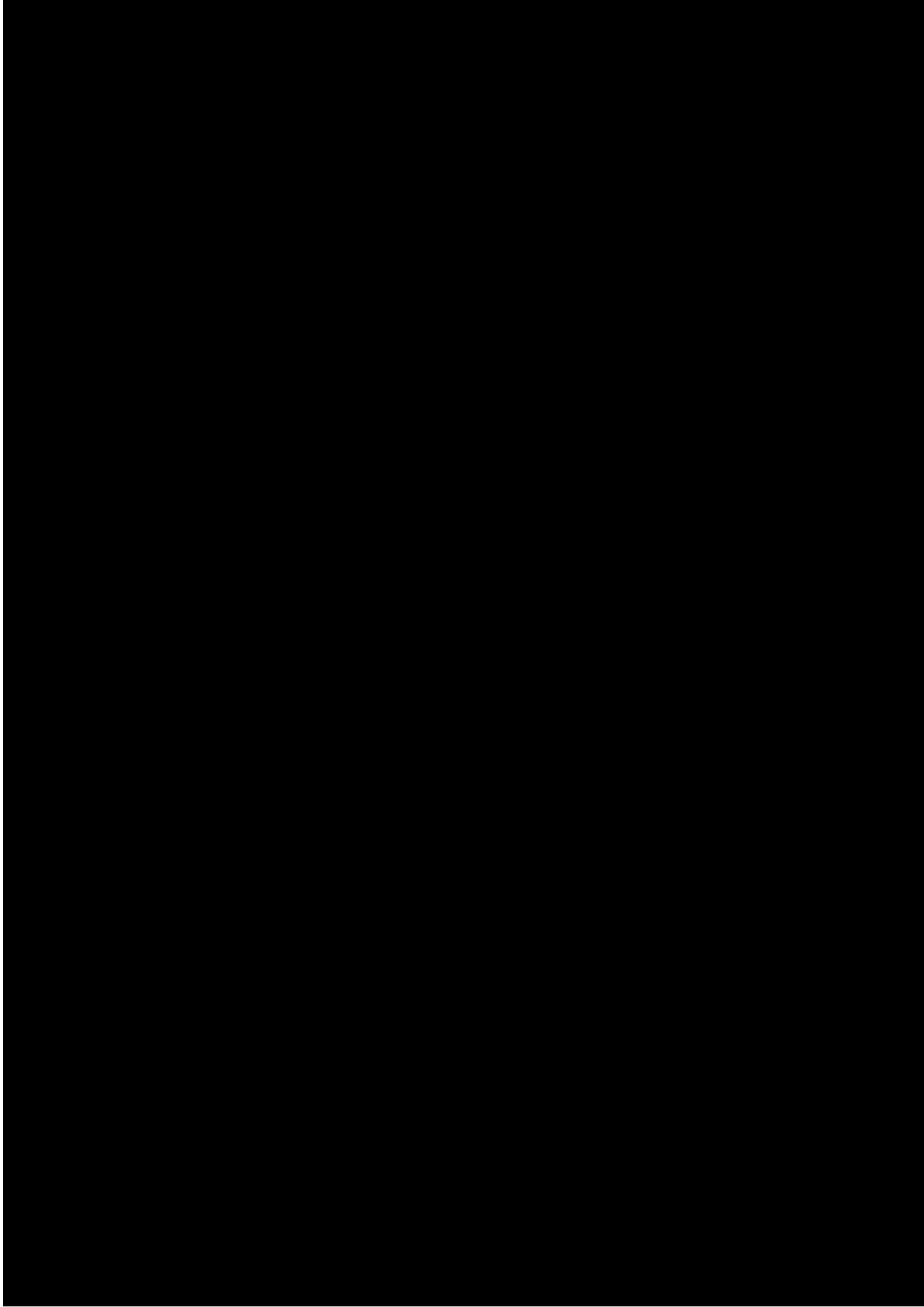


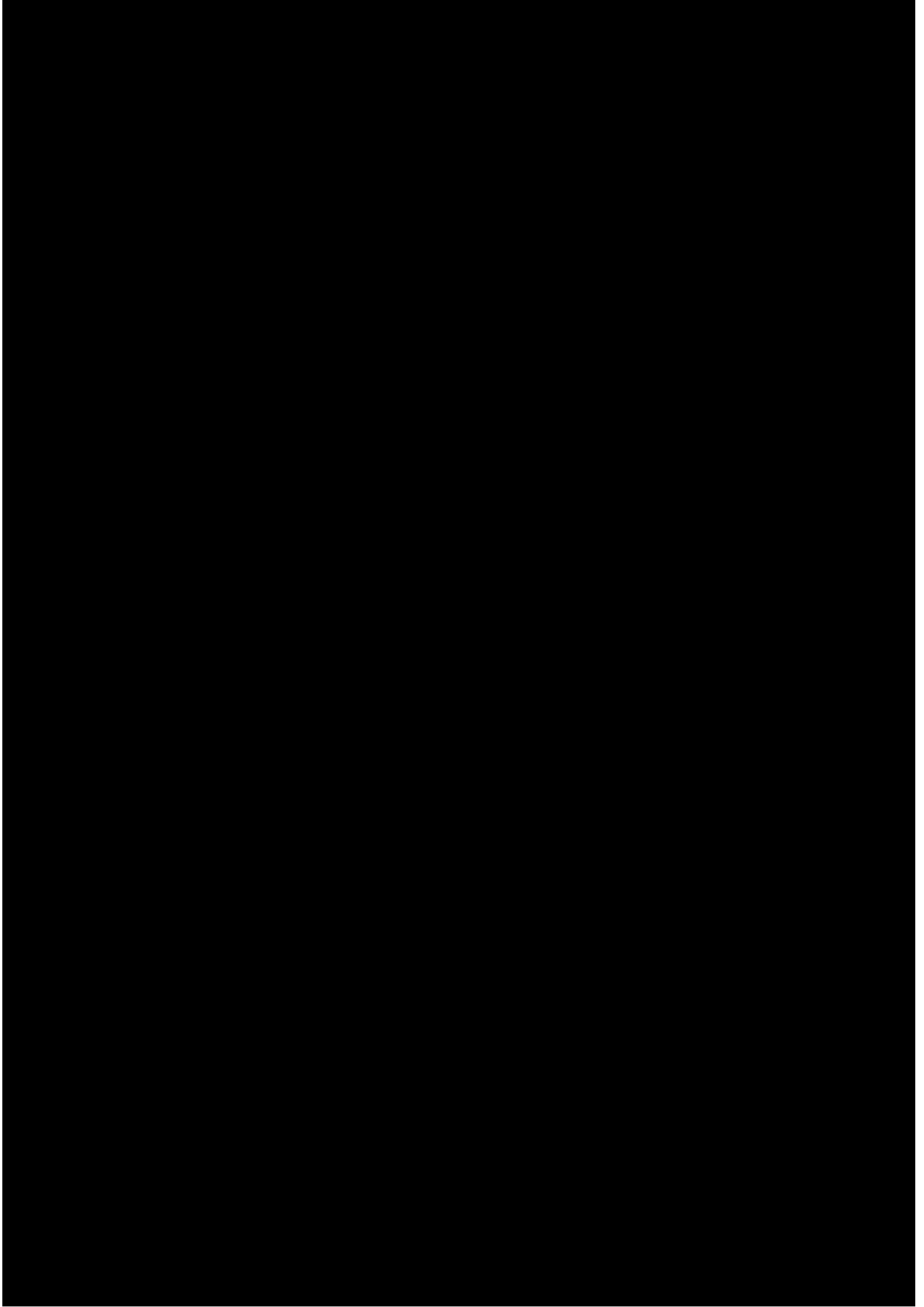






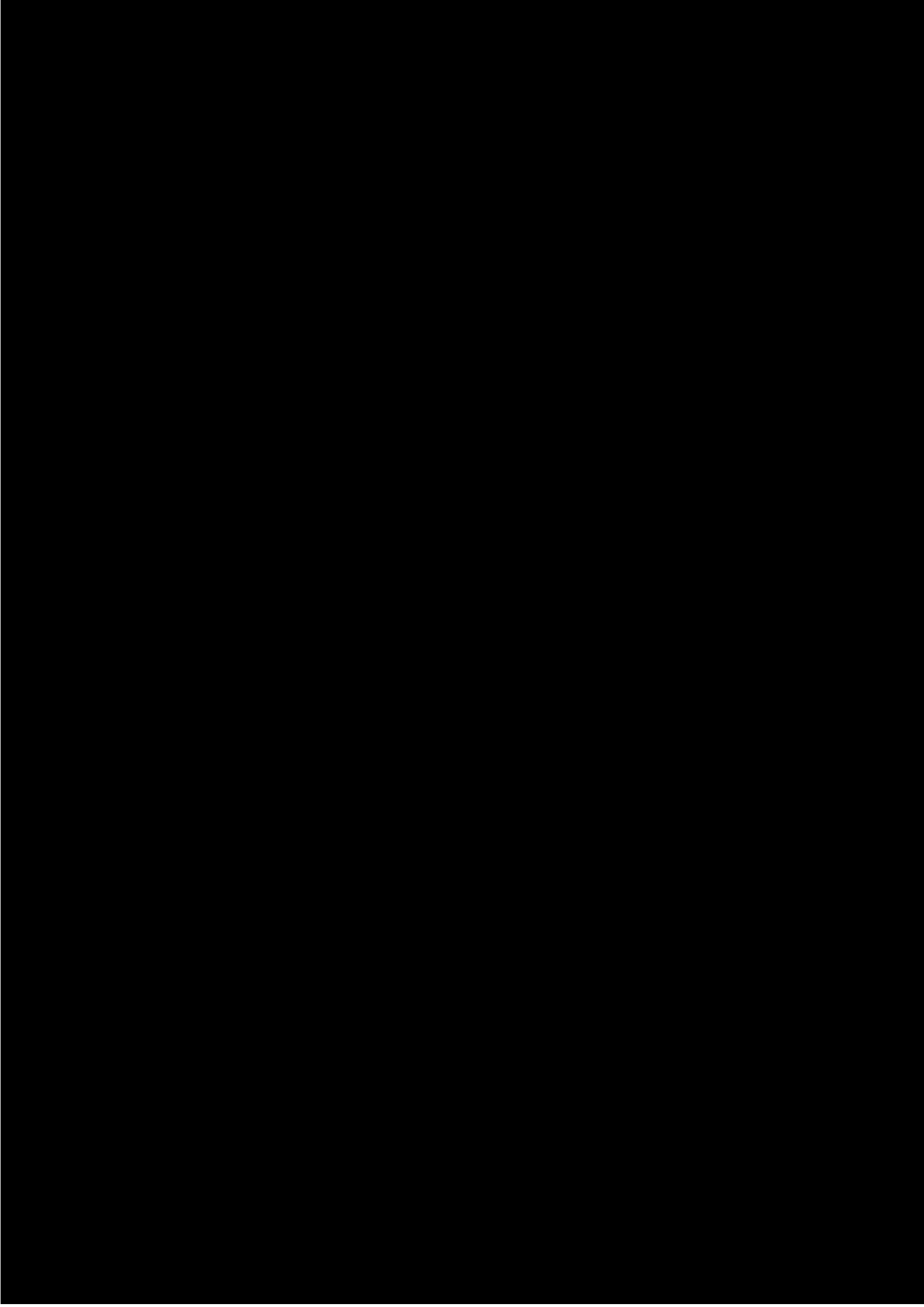




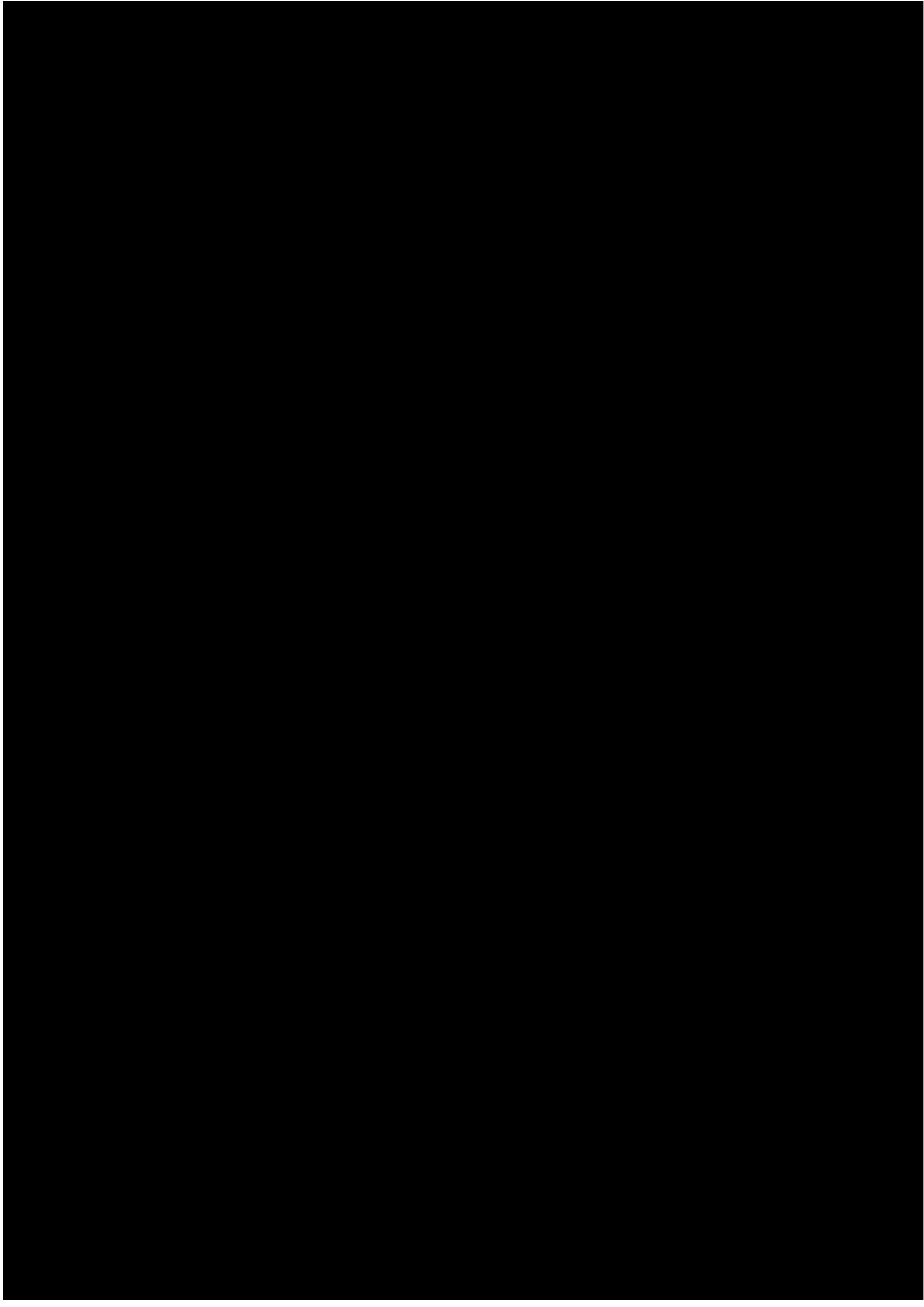




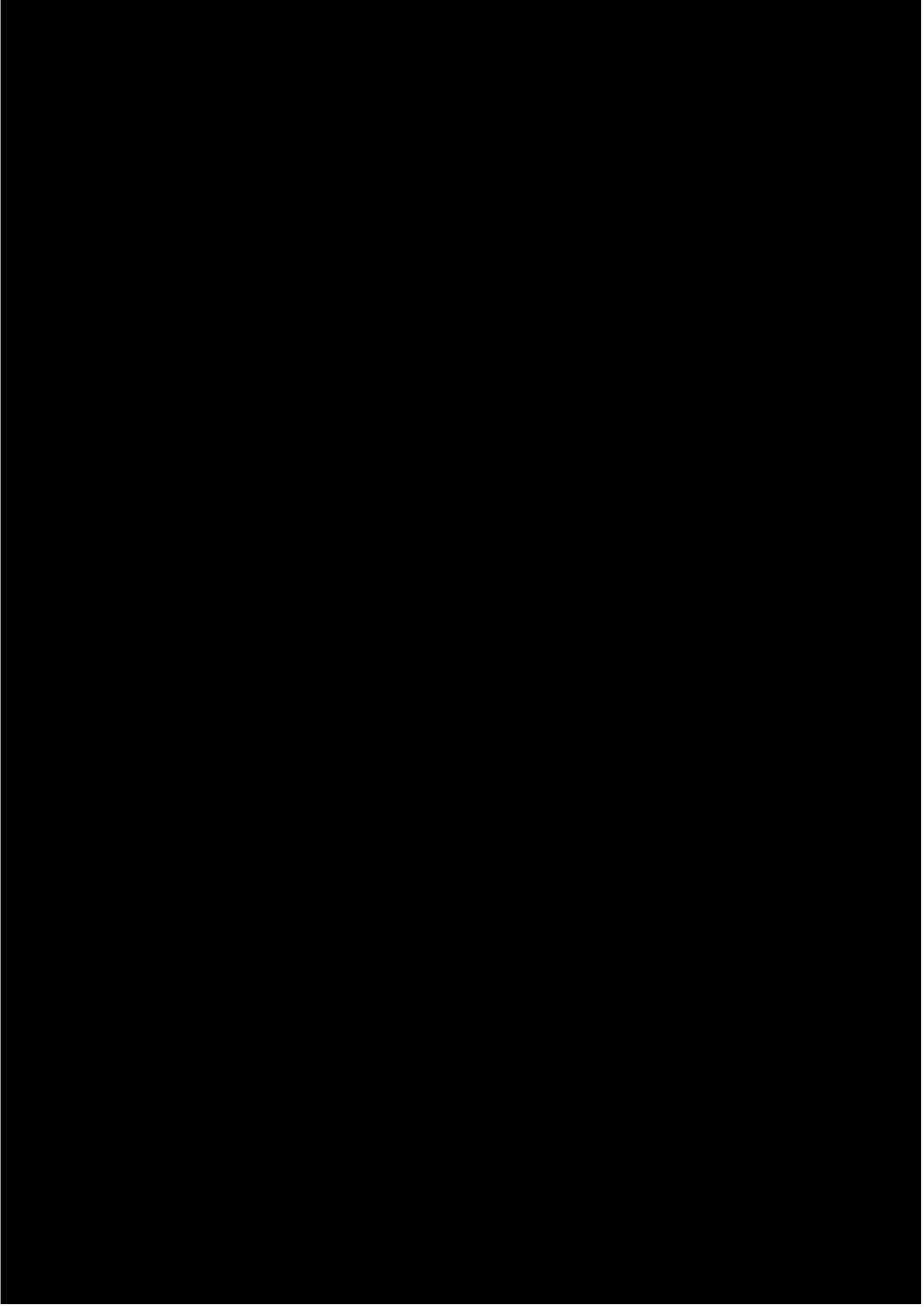


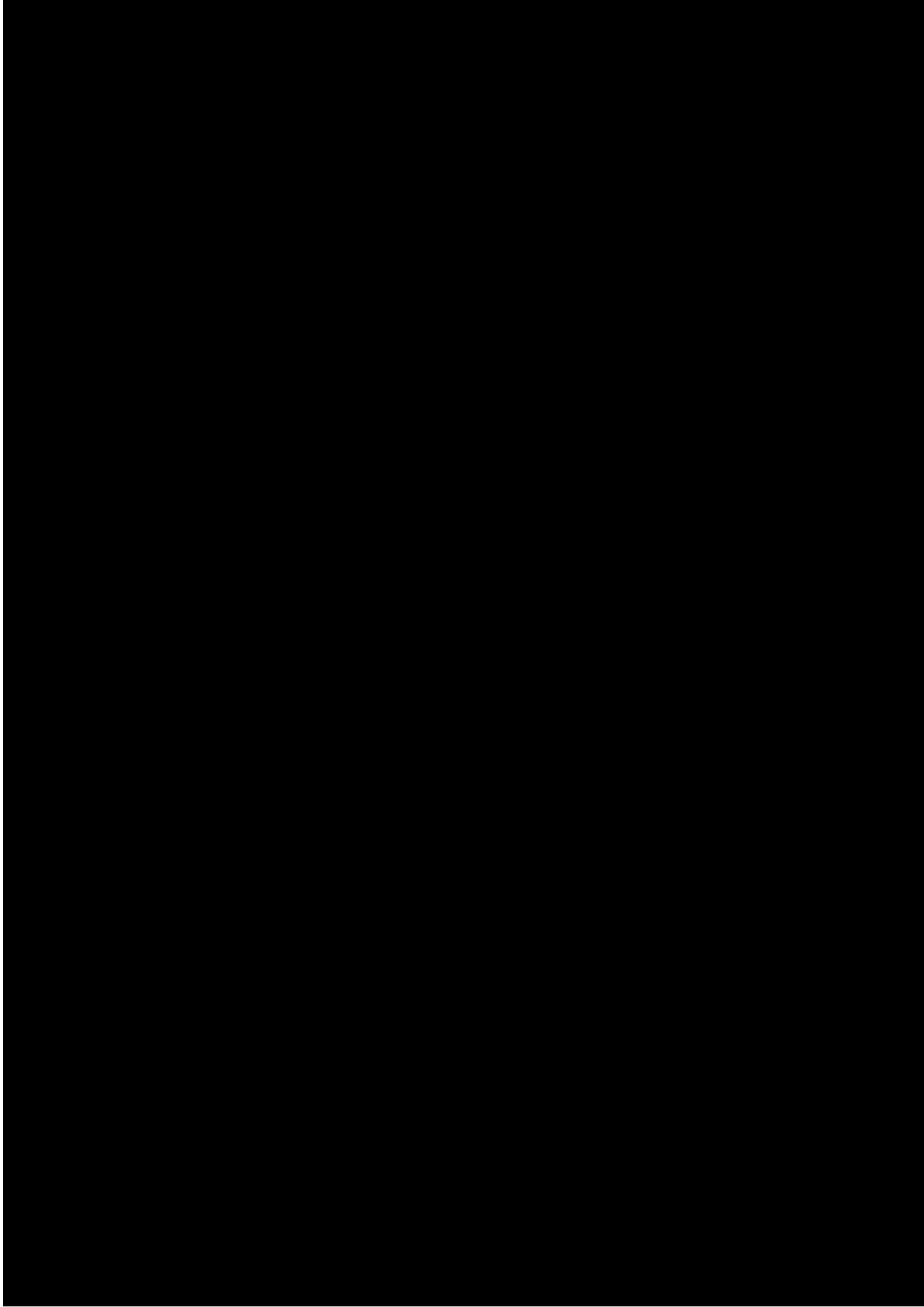


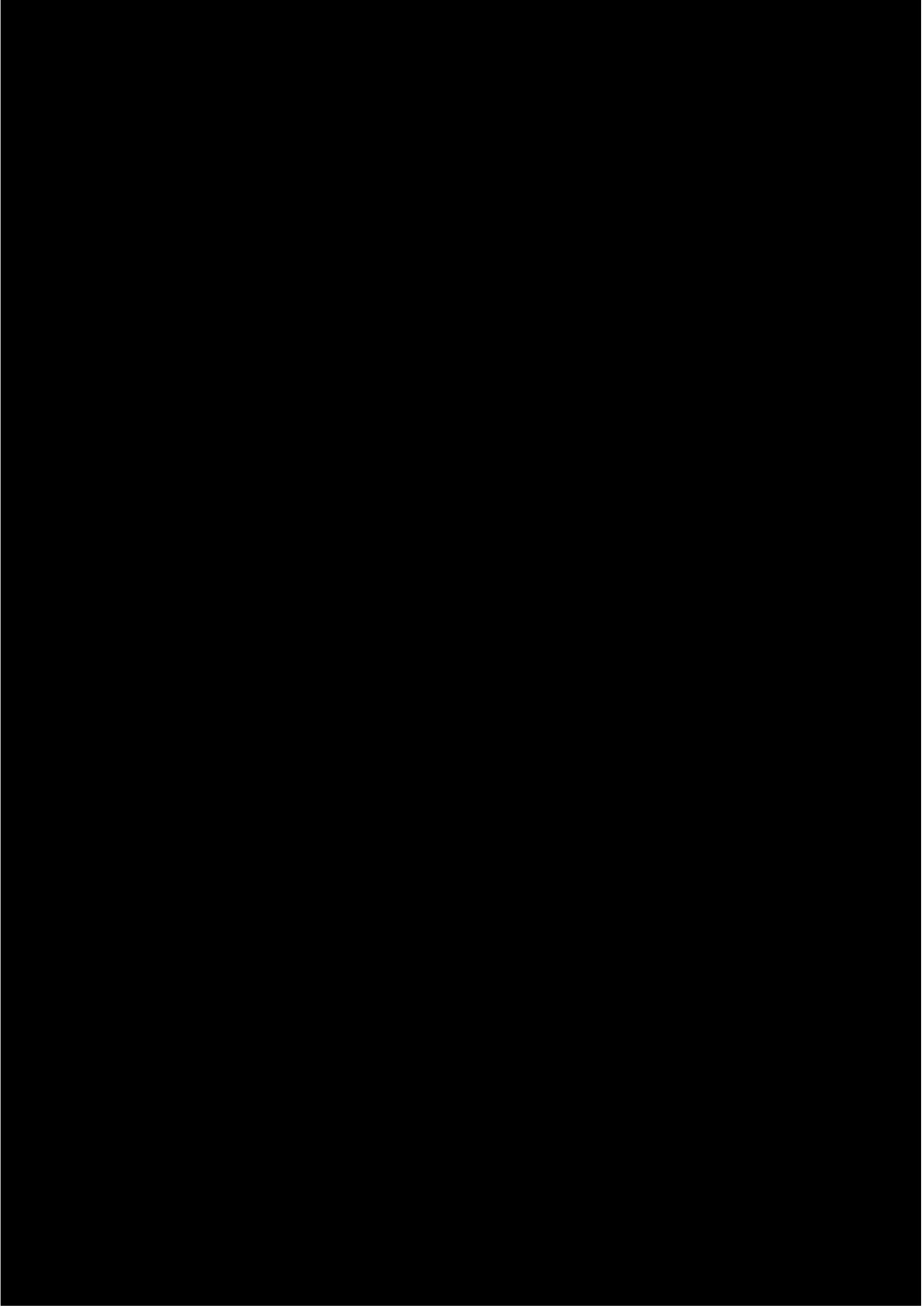






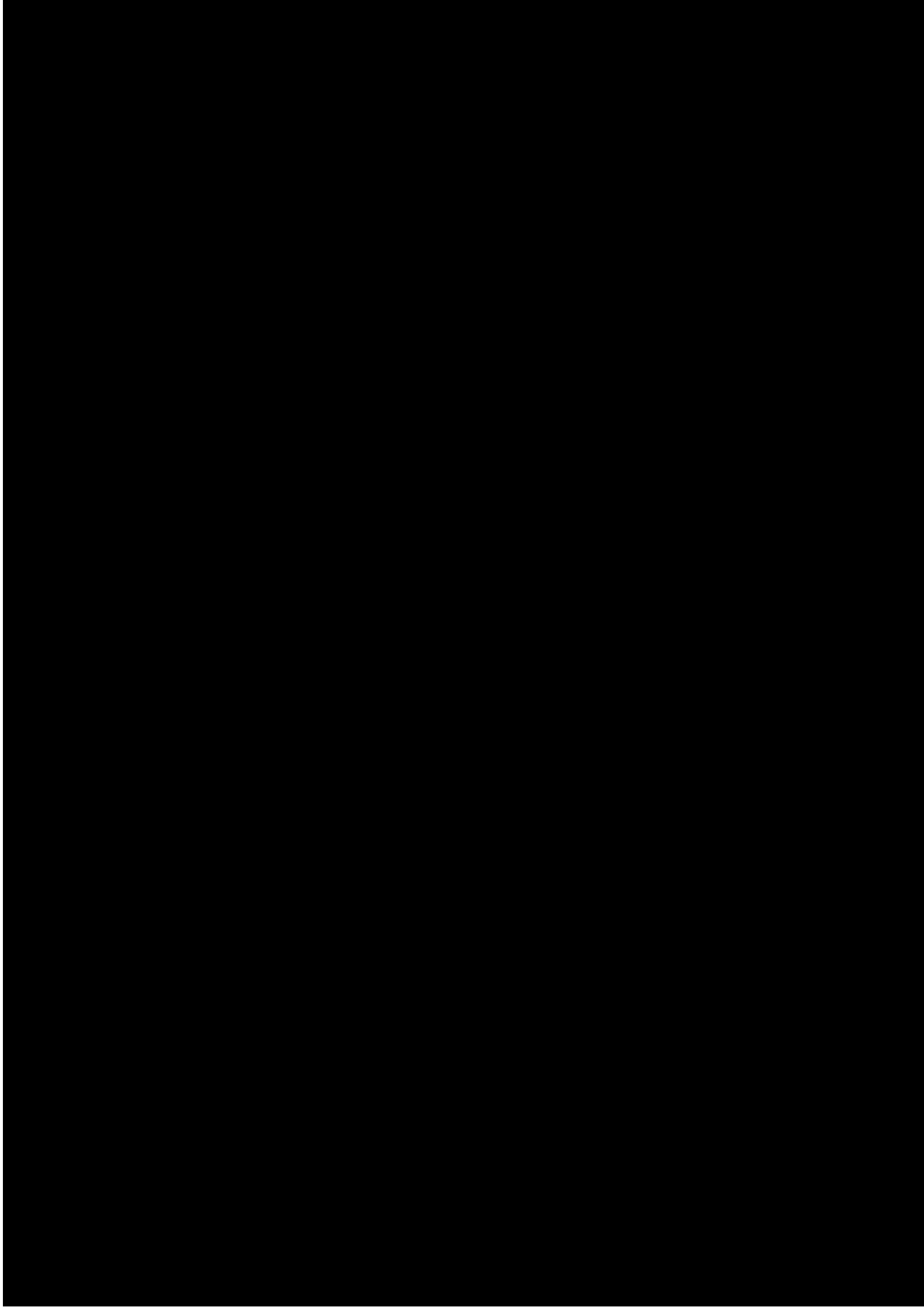




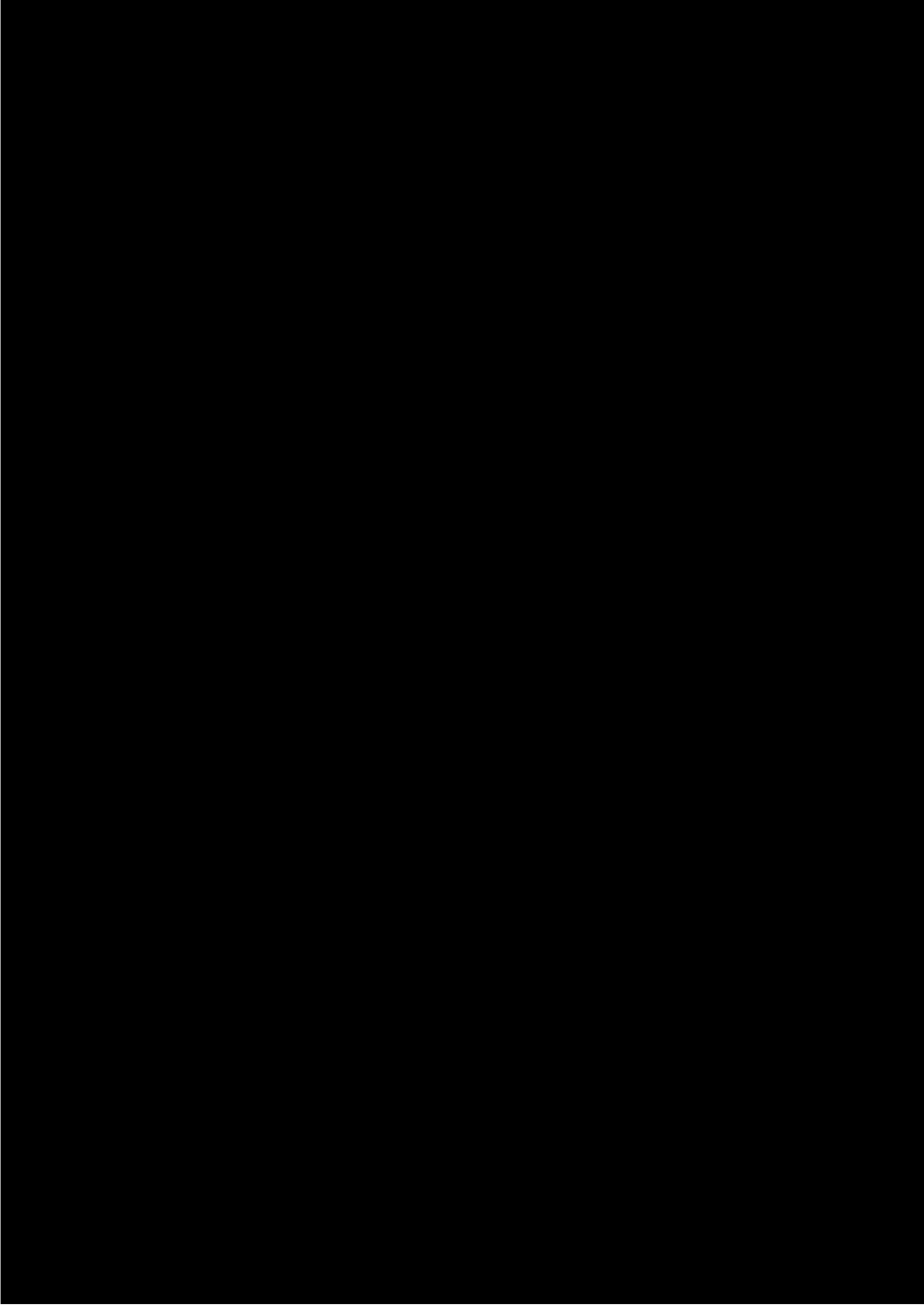












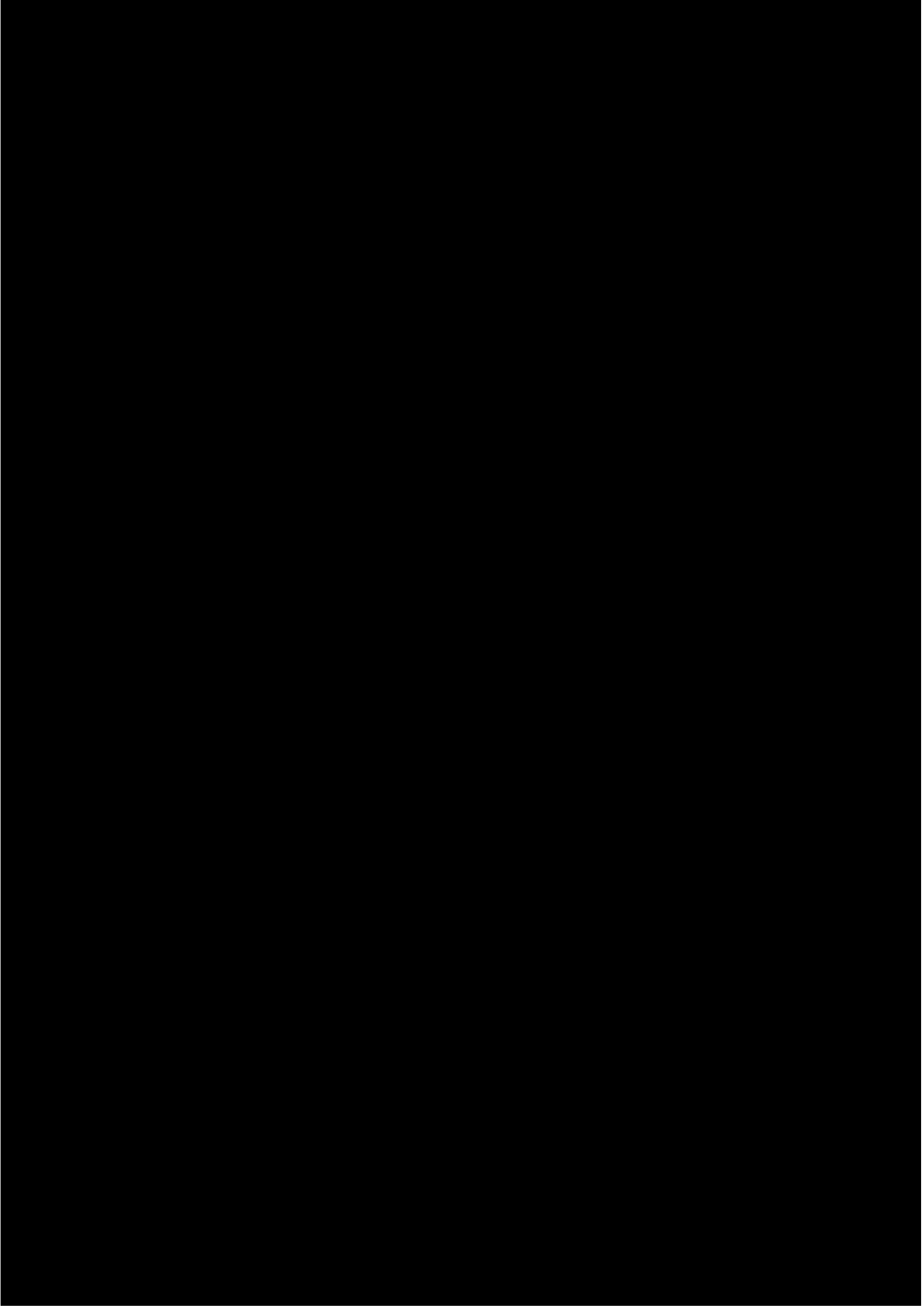














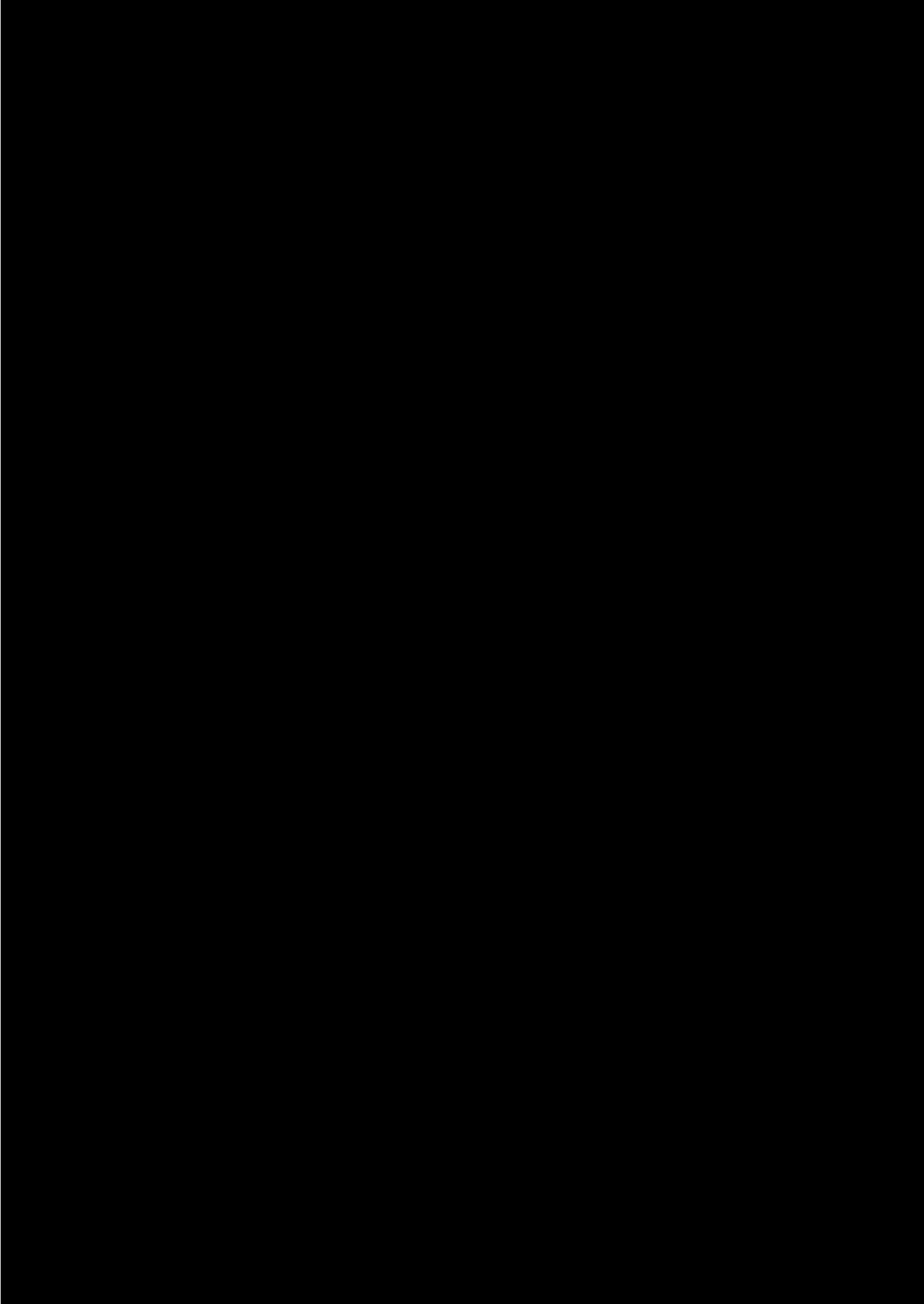


































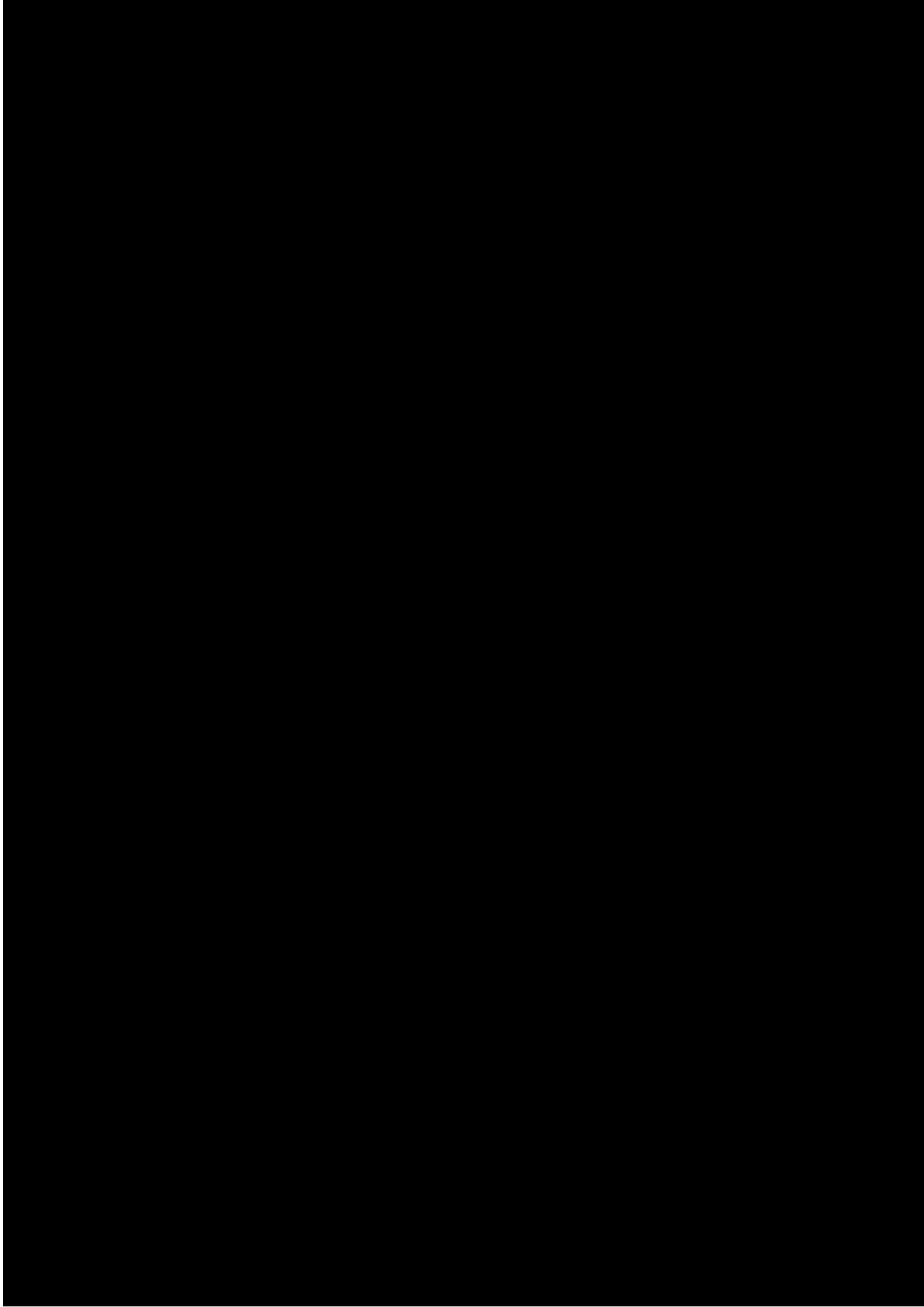








































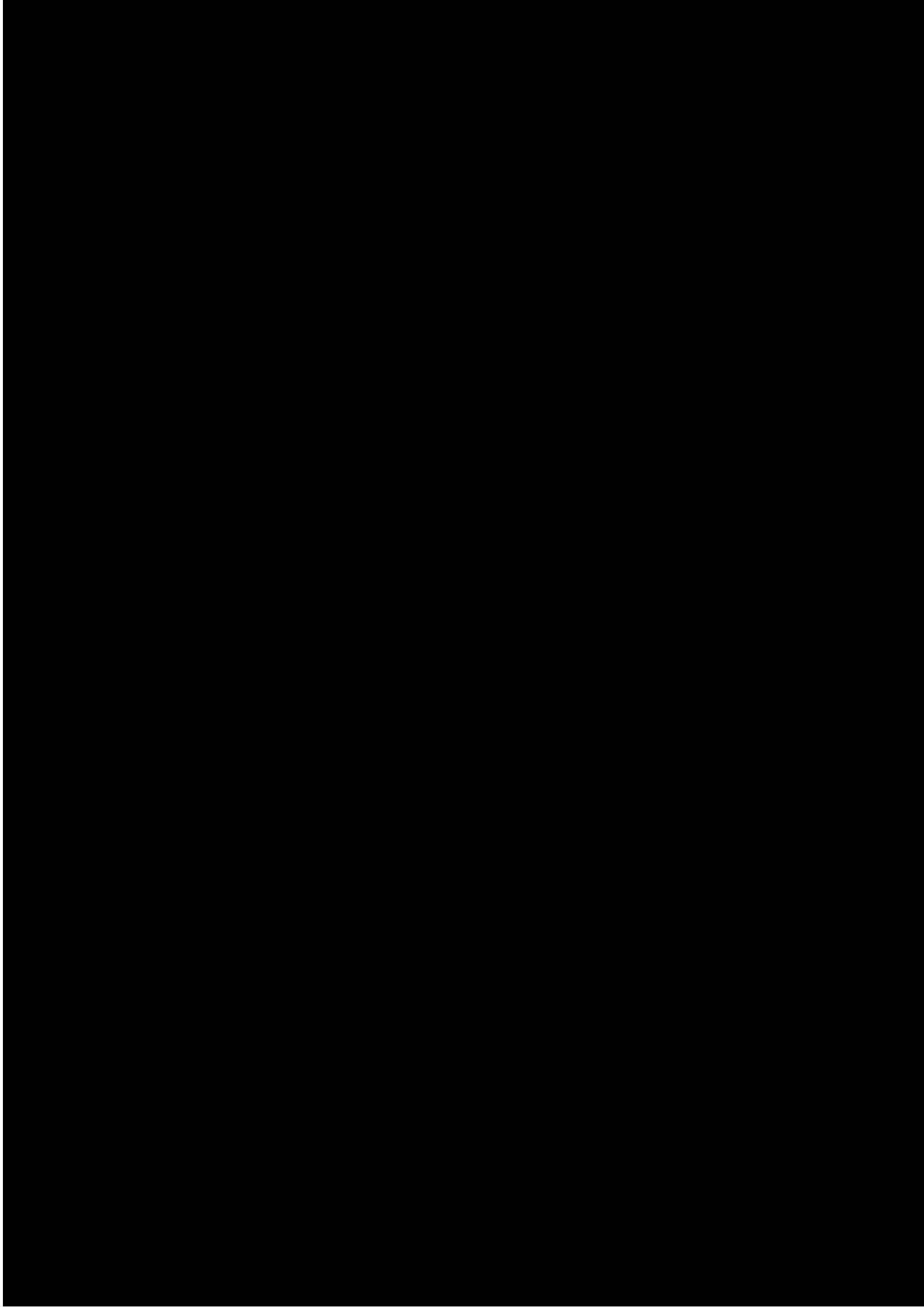












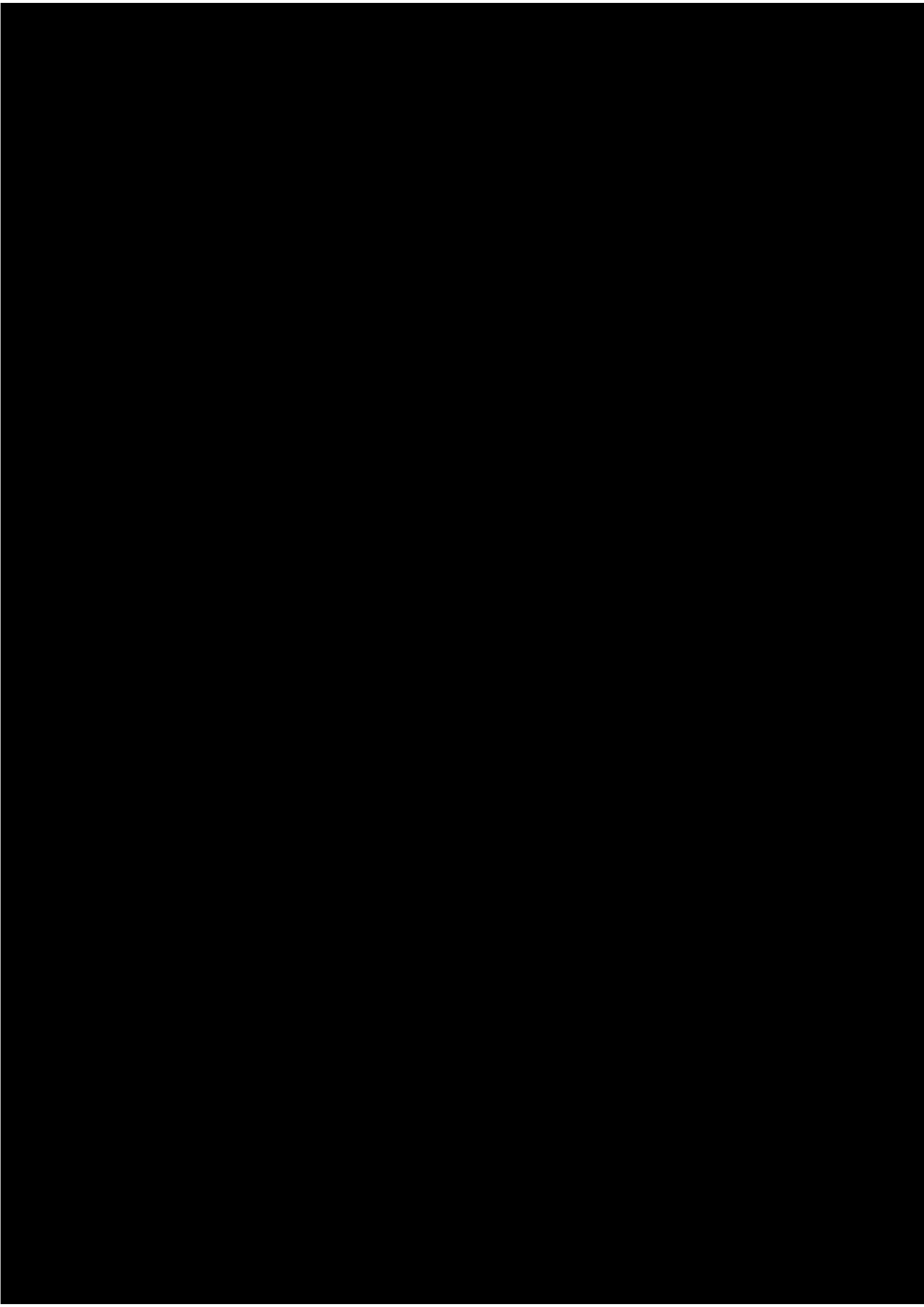


























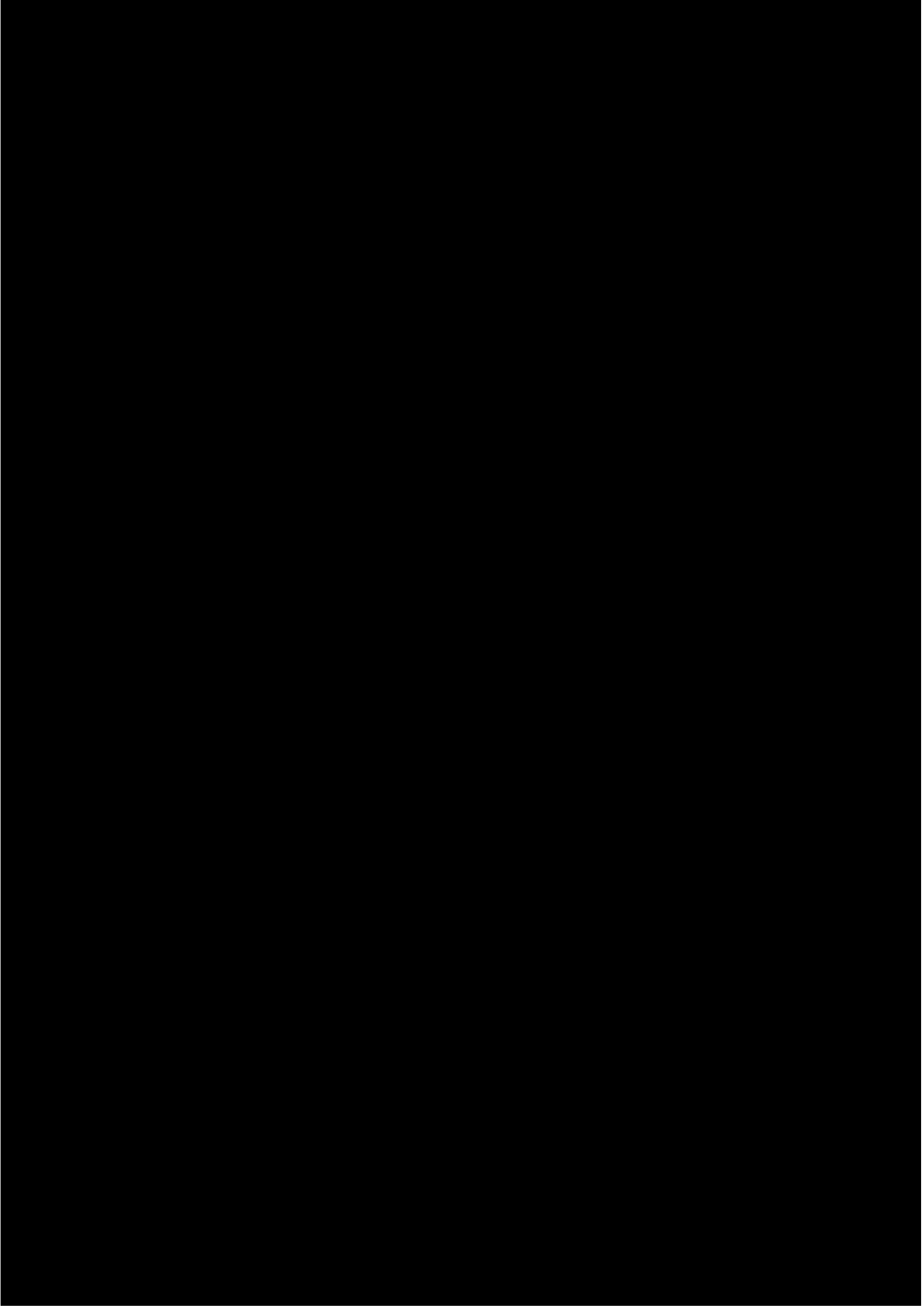


















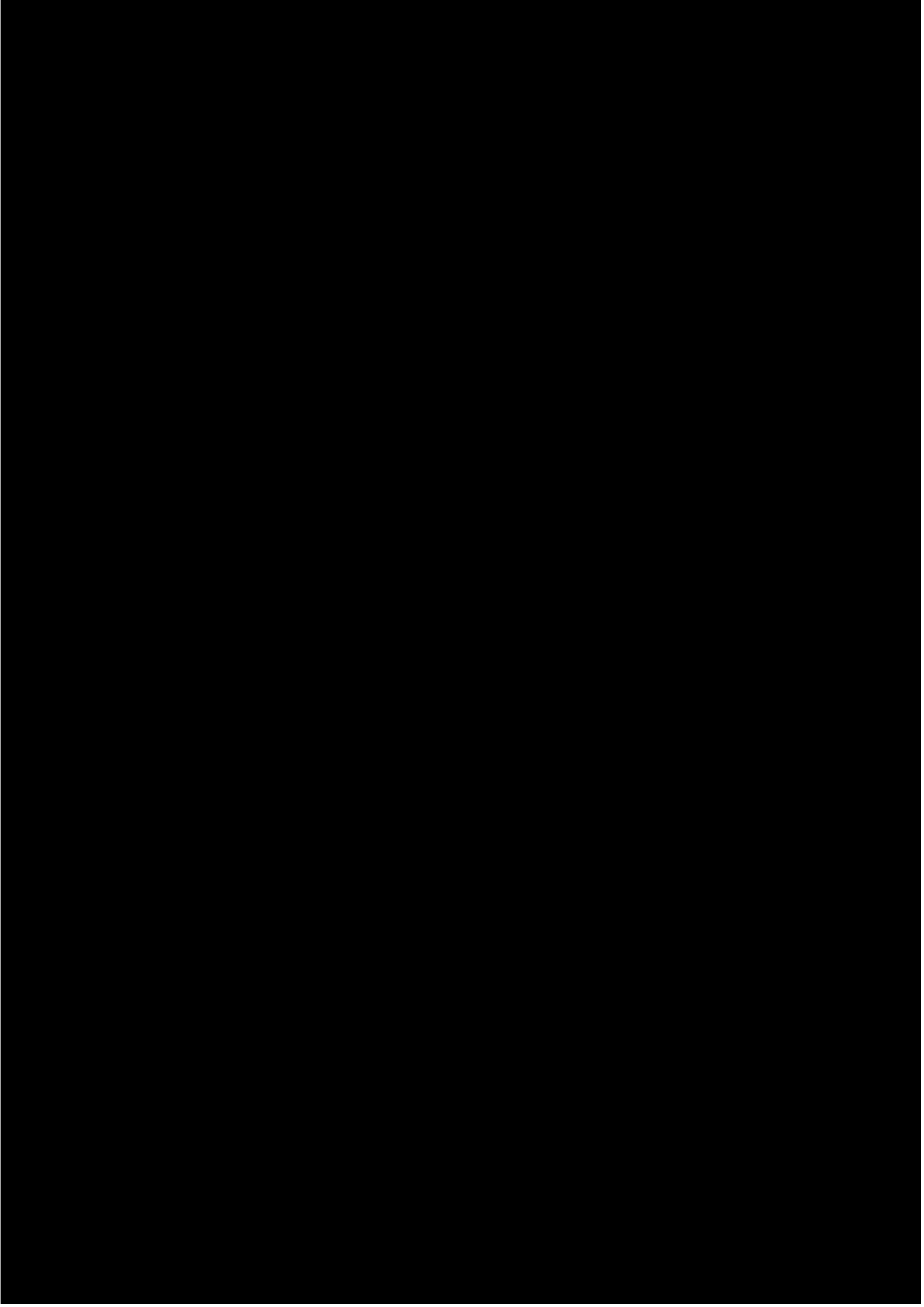














































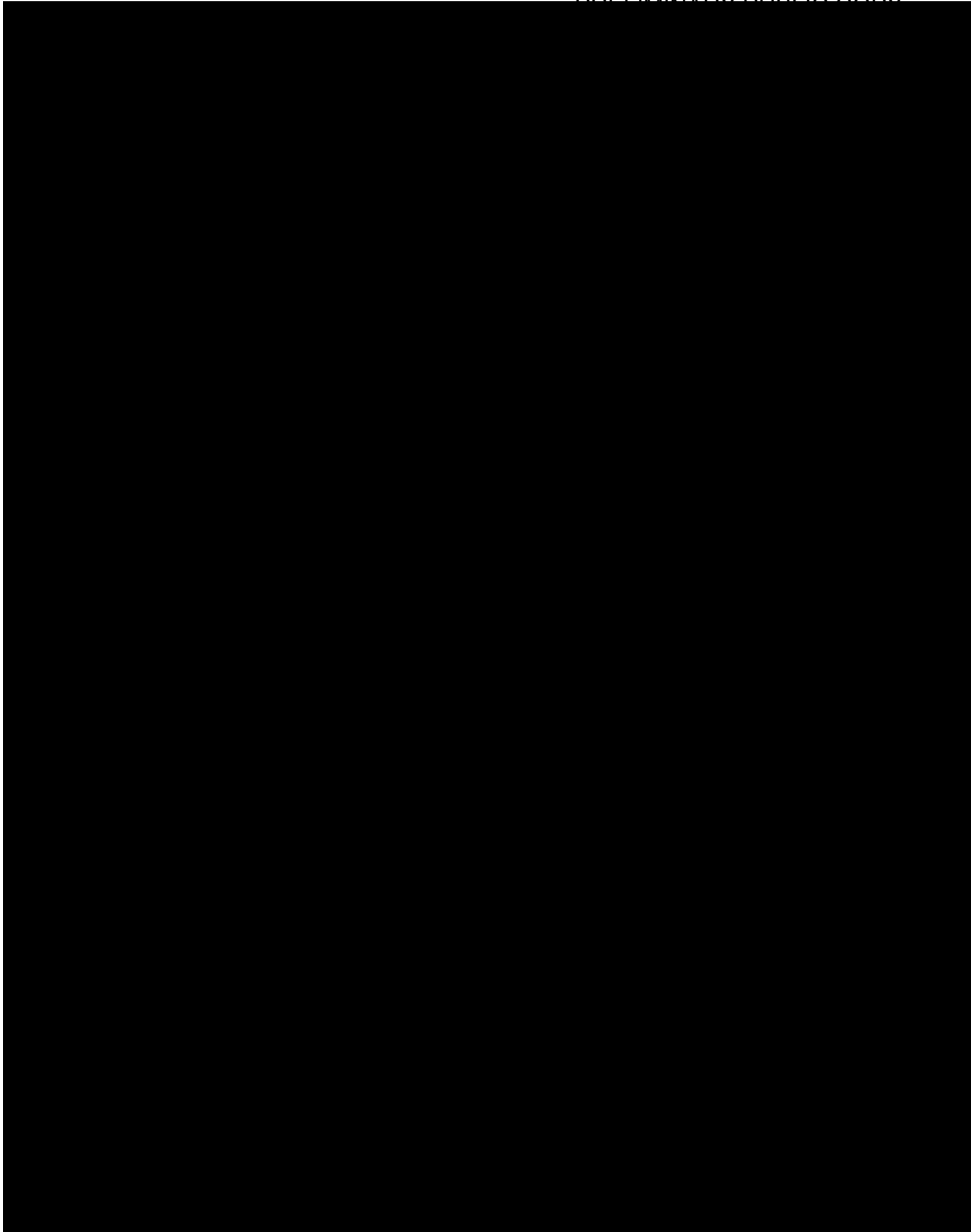


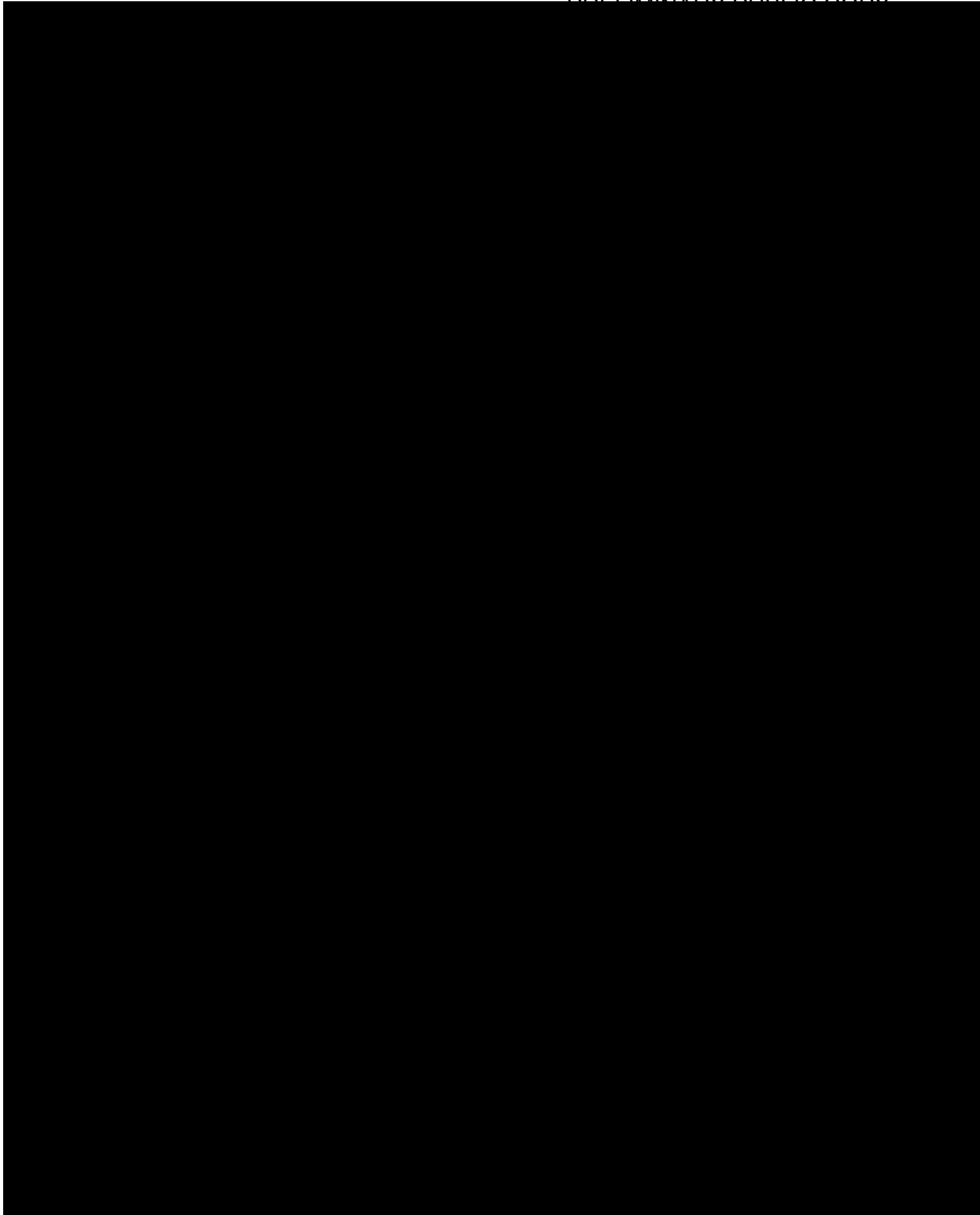


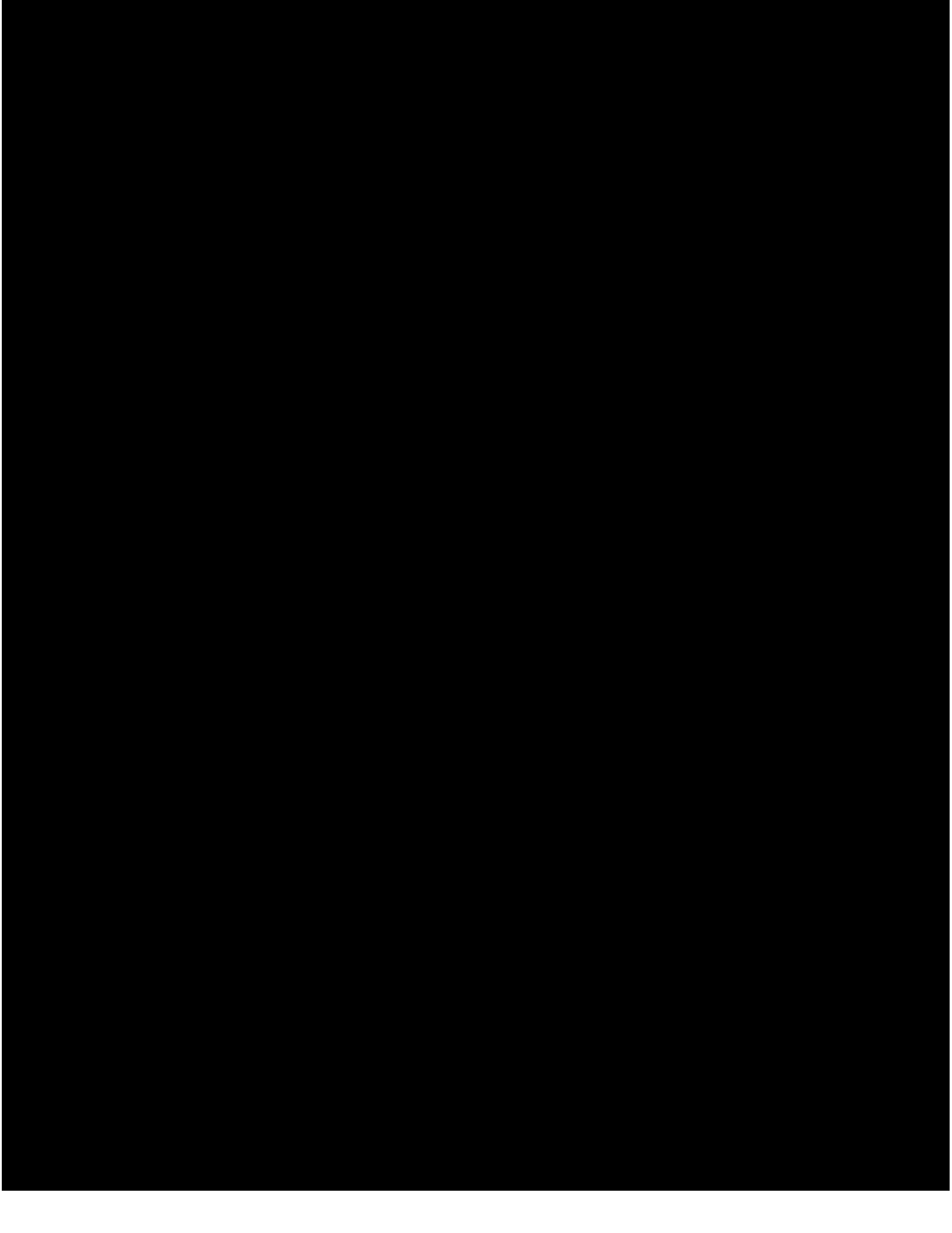










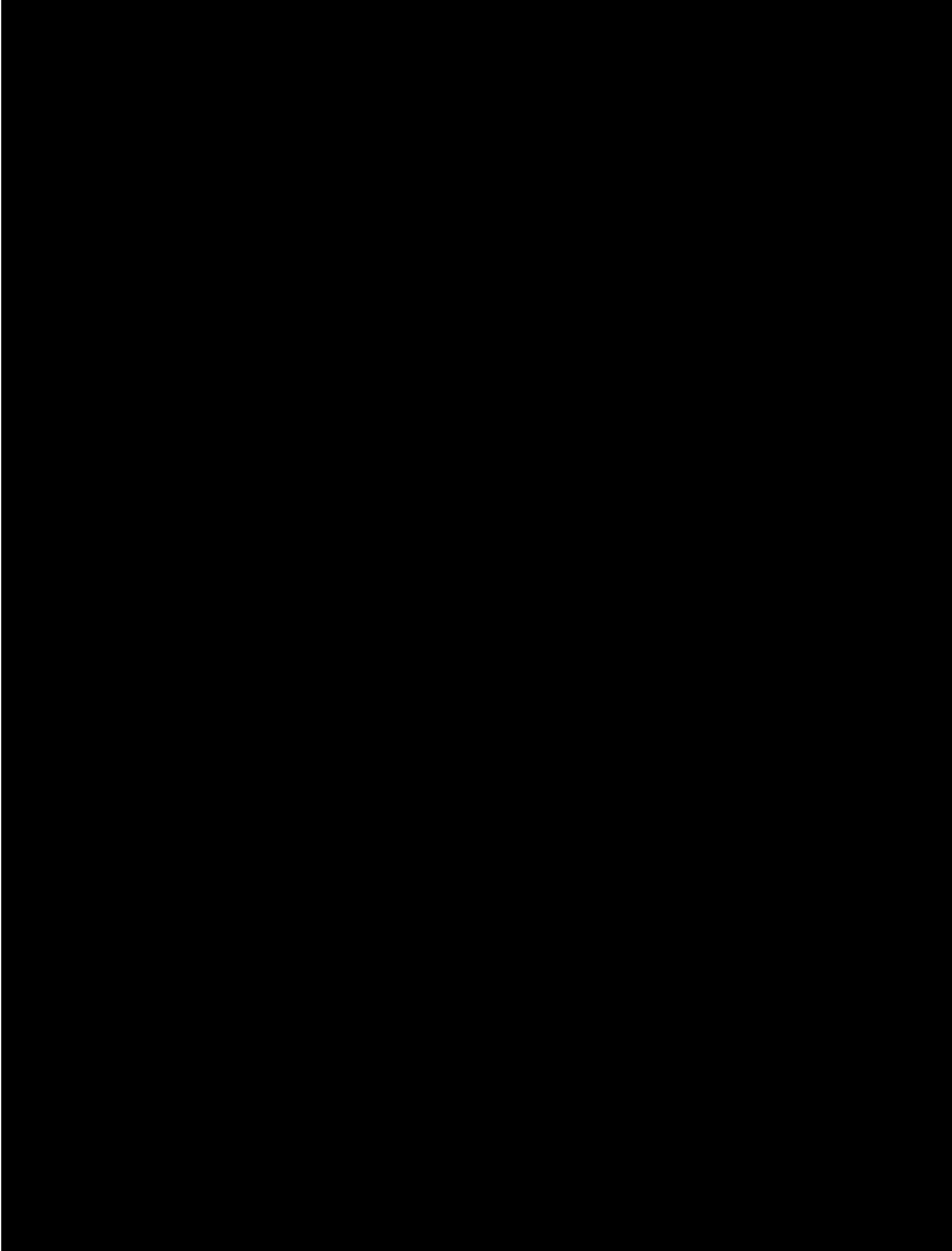


The first part of the document discusses the importance of maintaining accurate records in a business setting. It highlights how proper record-keeping can help in decision-making, legal compliance, and financial management. The text emphasizes that records should be organized, up-to-date, and easily accessible.

Next, the document addresses the challenges of data management in the digital age. It notes that while technology offers powerful tools for data storage and analysis, it also introduces risks such as data breaches, loss of information, and privacy concerns. Organizations are encouraged to implement robust security protocols and regular data backups to mitigate these risks.

The third section focuses on the role of communication in business success. It argues that clear and effective communication is essential for building strong relationships with customers, employees, and partners. The text provides practical tips for improving communication skills, such as active listening, clear writing, and open-mindedness.

Finally, the document discusses the importance of continuous learning and professional development. In a rapidly changing business environment, staying current in one's field is crucial for long-term success. The text suggests various ways to pursue learning, including attending workshops, taking courses, and seeking mentorship.



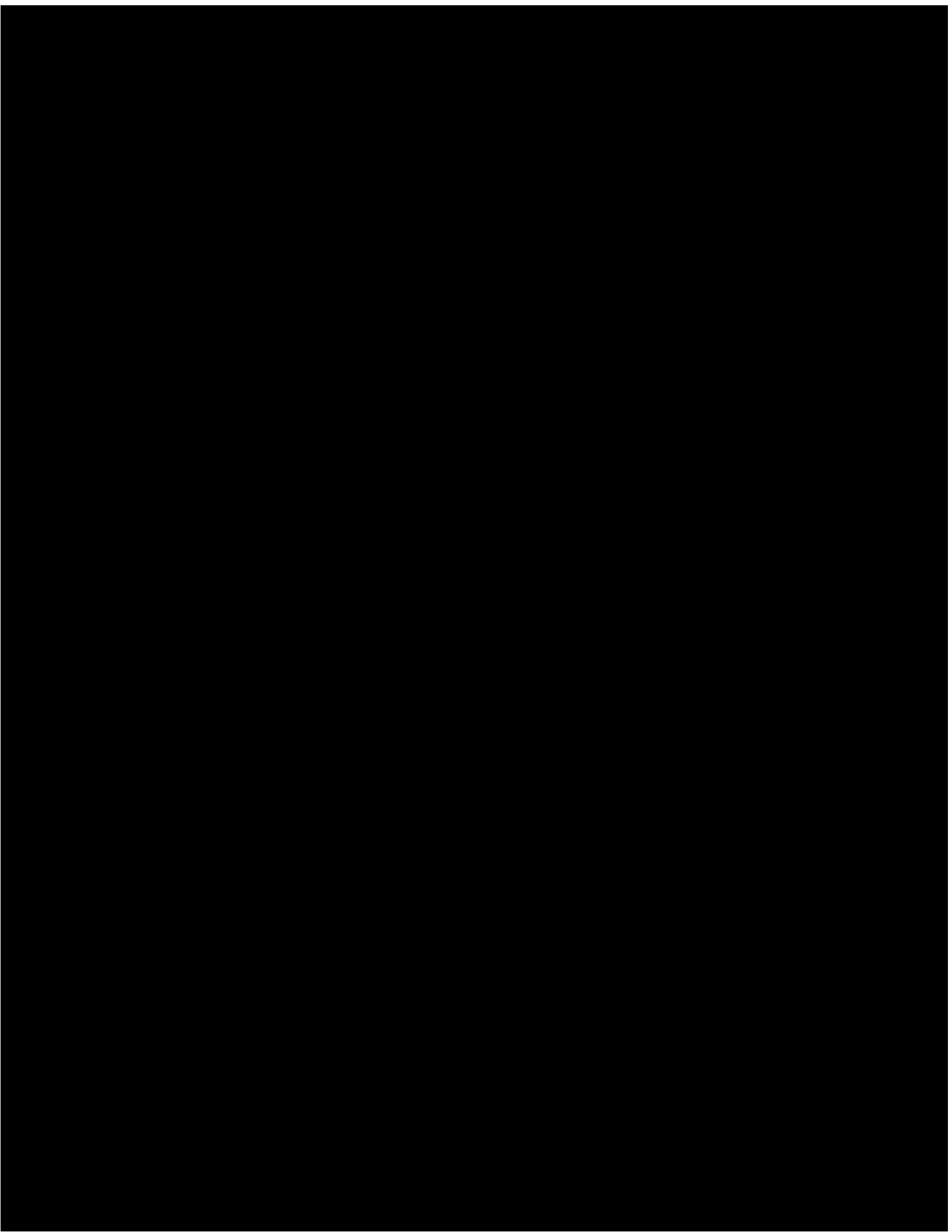
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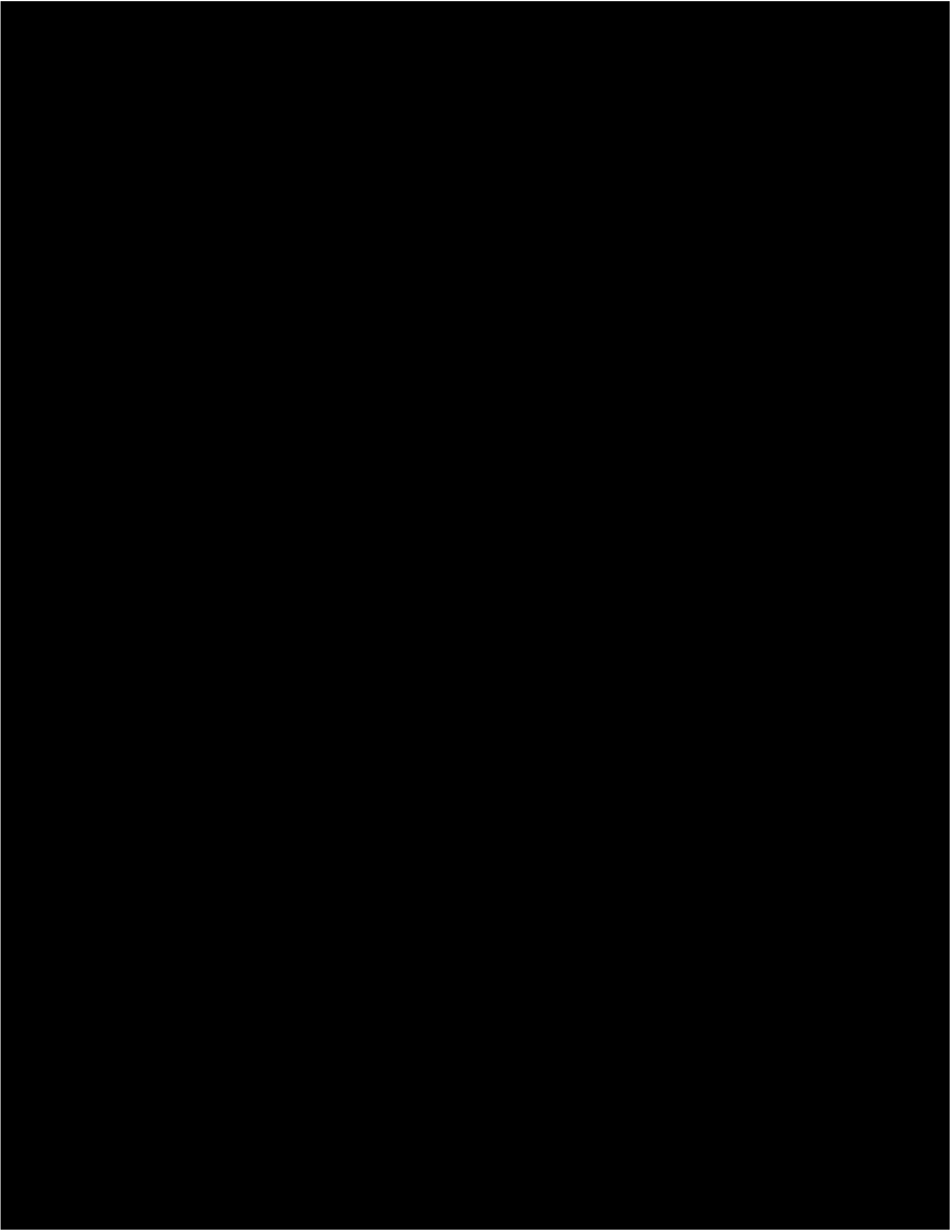


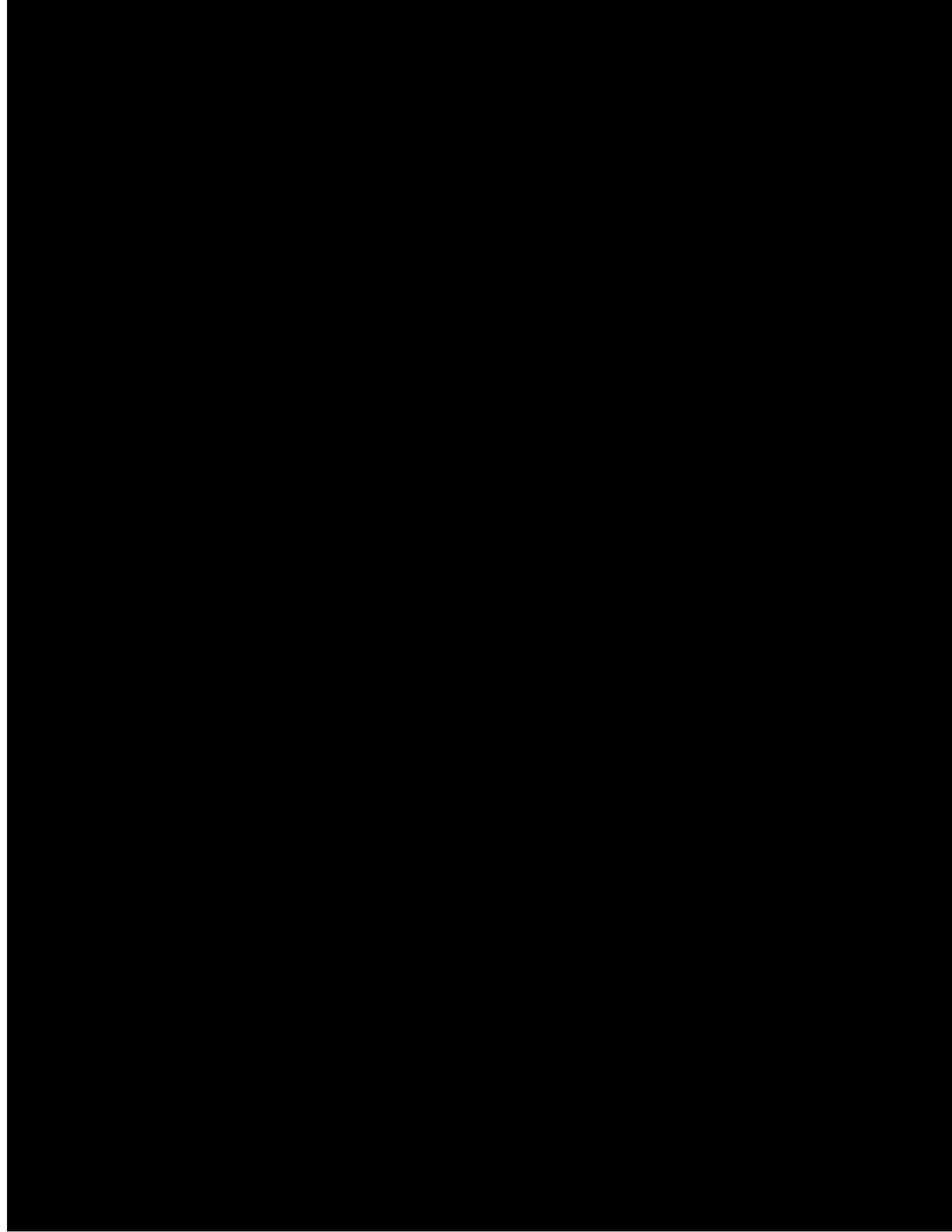




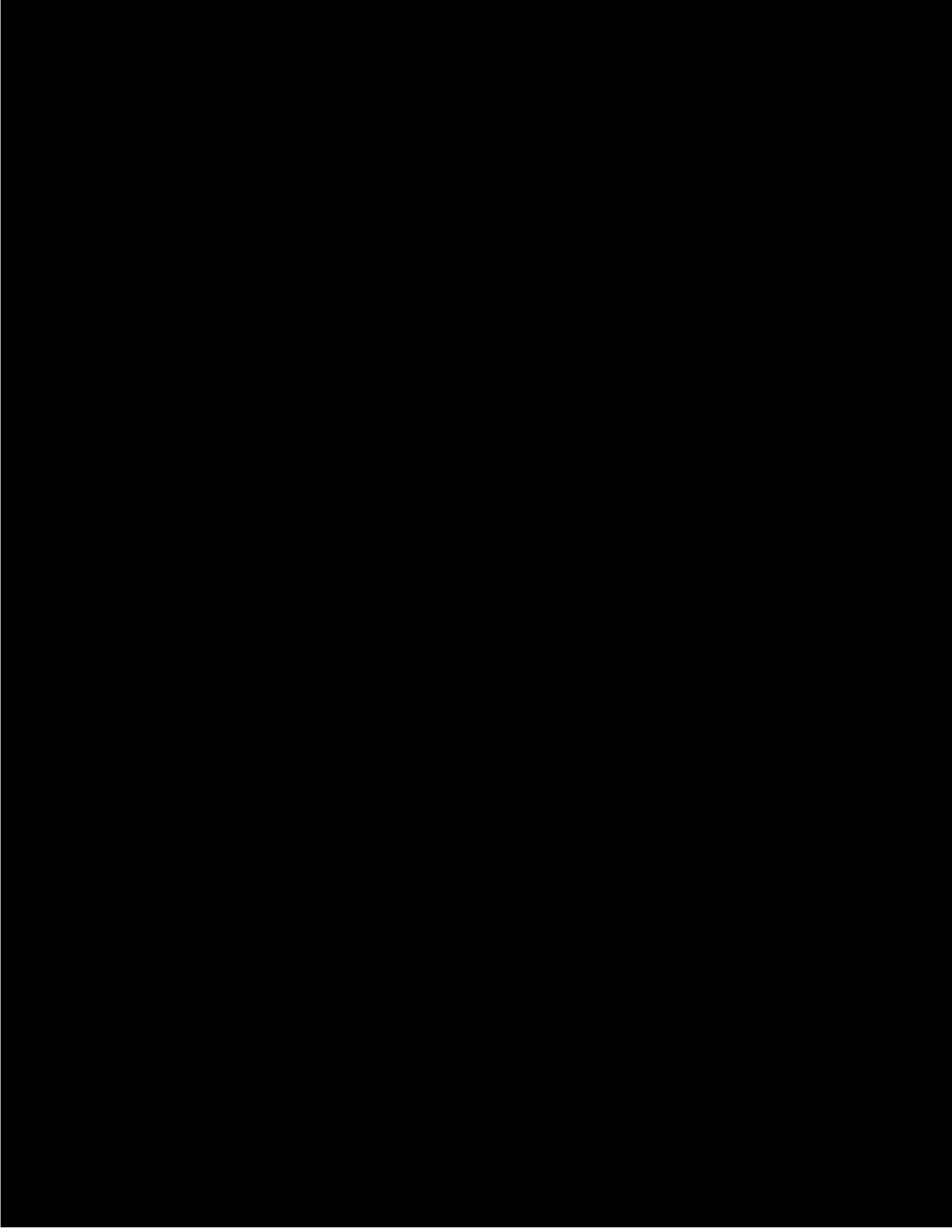
















Appendix 2-36:

[REDACTED]

[REDACTED]



