

AFGHANISTAN INSTITUTE FOR CIVIL SOCIETY (AICS)

Audited Financial Statements and Auditors' Report

For the year ended December 31, 2021



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The Board Afghanistan Institute for Civil Society (AICS) Kabul, Afghanistan

April 17, 2022

Gentlemen

1 FINANCIAL STATEMENTS - FOR THE PERIOD 1st JANUARY 2021 TO 31st December 2021

We are pleased to enclose the financial statements of Afghanistan Institute for Civil Society (AICS) ("the Organization"), for the period 1st January 2021 to 31st December 2021 prepared by the management, together with our draft audit report thereon. The financial statements have been initialled by us for the purpose of identification only. We shall be pleased to sign our report in the present form or with modifications after you have considered the matters raised in this letter and after:

- The enclosed financial statements, in present form or with modifications, have been approved and signed by the Executive Director and Finance Manager.
- We have received the management representation letter duly signed by the Executive Director and Finance Manager; and
- We have completed our audit procedures for subsequent events up to the date of our audit report.

2 RESPONSIBILITIES OF THE AUDITORS AND THE MANAGEMENT IN RELATION TO THE FINANCIAL STATEMENTS

The responsibilities of the independent auditors in a usual examination of the financial statements are explained in International Standards on Auditing. While the auditors are responsible for forming and expressing their opinion on the financial statements, the responsibility for their preparation in accordance with the accrual basis of accounting described in Note 2. of financial statements, is primarily that of the Organization's management. The management's responsibilities include the maintenance of adequate accounting records and internal controls, the selection and application of accounting policies and safeguarding of the assets of the Organization. The audit of the financial statements does not relieve the management of its responsibilities. Accordingly, our examination of the books of account and records should not be relied upon to disclose all the errors or irregularities, which are not material in relation to the financial statements.

Further the inclusion, publication, or reproduction by the Organization of our report in documents containing information in addition to the financial statements and our report thereon may require us to perform additional procedures to fulfill our professional responsibilities. For this management shall provide us that additional information for our review.



3 SIGNIFICANT MATTERS FOR BOARDS' ATTENTION

We have also included in this letter our observations and comments on the Organization's financial statements, underlying accounting records, controls and related matters, which we believe require your attention.

We emphasize that as auditors, we are not required to report on the adequacy and effectiveness of the internal control system. Therefore, our issuing observations and comments are based on the matters that came to our notice during the course of our audit and are being submitted as part of our value-added service provided to you with our insight into certain important aspects of accounting, internal controls and related matters.

3.1 Management letter

A management letter highlighting weaknesses in the internal control system which have come to our knowledge, together with our recommendations for improvements, will be forwarded to the management in due course.

We also take this opportunity to place on record our appreciation for the cooperation extended to us by the management of the Organization during the course of our audit.

Yours truly,

Anwar Javed & Co. Chartered Accountants

Encl.: as above



Independent auditors' report to the Board of Directors of Afghanistan Institute for Civil Society (AICS)

Opinion

We have audited the financial statements of Afghanistan Institute for Civil Society (AICS), which comprises the statement of financial position as at December 31, 2021, and the statement of income and expenditure, statement of changes in net assets and statement of cash flows for the year ended and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the Organization's financial statements present true and fair view in all material respects, the financial position of the Organization as at December 31, 2021, and its financial performance and its cash flows for the year ended in accordance with the entity's accounting policy.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Afghanistan, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with entity's accounting policy as disclosed in financial statements, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either

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intends to liquidate the Organization or to cease operations or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design
 audit procedures that are appropriate in the circumstances, but not for the purpose
 of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Anwar Javed & Co.

Chartered Accountants

Engagement Partner: Javed Anwar

Date: April 17, 2022 Place: **Kabul, Afghanistan**



AFGHANISTAN INSTITUTE FOR CIVIL SOCIETY STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31,2021

	Note	2021	2020
		USD	USD
ASSETS			
NON CURRENT ASSETS			
Property, plant and equipment	4	9,760	-
CURRENT ASSETS			
Cash and cash equivalents	5	35,980	132,073
Advances and prepayments	6	2,263	5,771
Receivable from donor	7	546,134	493,805
		584,378	631,649
TOTAL ASSETS		594,138	631,649
NET ASSETS AND LIABILITIES NET ASSETS Capital fund		503,503	483,815
		303,003	,
NON CURRENT LIABILITIES Deferred capital grant		112.1	
CURRENT LIABILITIES			
Accrued and other liabilities	8	88,174	36,982
Deferred income	9	2,460	110,852
		90,634	147,834
TOTAL NET ASSETS AND LIABILITIES		594,138	631,649
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The annexed notes 1 to 20 form an integral part of these financial statements

FINANCE MANAGER

AFGHANISTAN INSTITUTE FOR CIVIL SOCIETY STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED DECEMBER 31,2021

	Note	2021	2020
	Note	USD	USD
INCOME			
Grant income	10	206,536	342,787
Other income	11	122,117	20,139
		328,653	362,926
EXPENDITURE			
Personnel cost	12	194,421	225,936
Fringe benefits	13	45,405	31,179
Travel cost	14	2,672	14,498
Contractual cost	15	, -	-
Program cost	16	931	27,095
Operation cost	17	61,689	68,606
Setup cost	18	-	12,838
Foreign exchange loss		(*)	650
Other expense	19	247	882
Overhead or Indirect cost		19,974	-
		325,340	381,684
Profit/(Loss)		3,313	(18,758)
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The annexed notes 1 to 20 form an integral part of these financial statements

FINANCE MANAGER

AFGHANISTAN INSTITUTE FOR CIVIL SOCIETY STATEMENT OF CASH FLOW FOR THE YEAR ENDED DECEMBER 31,2021

		2021	2020
	Note	USD	USD
CASH FLOW FROM OPERATING ACTIVITIES			
Surplus for the year		3,313	(18,758)
Adjustment for non-cash and other items:			
Depreciation		2,440	12,838
Interest received from bank deposit		(73)	(77)
Amortization of deferred capital grant		-	(12,840)
Adjustment for accrued expenses		24,318	
		29,998	(18,837)
Operating profit before working capital changes			
(Increase)/Decrease in advances and prepayments		3,508	(4,242)
(Increase)/Decrease in receivable from donor		(53,549)	71,843
Increase/(Decrease) in accrued expenses		51,192	17,867
Increase/ (Decrease) in deferred income		(109,611)	78,833
		(108,460)	164,300
Net cash generated from operating activities		(78,462)	145,463
CASH FLOW FROM INVESTING ACTIVITIES			
Interest received from bank deposit		73	77
Net cash from investing activities		73	77
CASH FLOW FROM FINANCING ACTIVITIES			
Proceeds from sustainability fund		(17,704)	(95,606)
Net cash used in financing activities		(17,704)	(95,606)
		(96,093)	49,934
Net increase in cash and cash equivalents			
Net increase in cash and cash equivalents Cash And Cash Equivalents At Beginning Of The Year		132,073	82,139

The annexed notes 1 to 20 form an integral part of these financial statements

FINANCE MANAGER

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	Sustainability Fund	Revaluation Reserve	Retained Surplus	Total Capital Fund
			U	SD
Balance as January 01, 2019	- L-		17,488	17,488
Surplus for the year		-	23,931	23,931
Receivable from AKF-USA	564,674			564,674
Prior period adjustment of payable to reserve	-	C-	(7,912)	(7,912)
Balance as at December 31, 2019	564,674	•	33,507	598,181
Balance as January 01, 2020	564,674		33,507	598,181
Surplus for the year		D.	(18,758)	(18,759)
Withdrawl from sustainability Fund	(95,606)			(95,607)
Balance as at December 31, 2020	469,068	141	14,749	483,816
Balance as January 01, 2021	469,068	1.0	14,749	483,817
Surplus for the year		Q + ≤	3,313	3,313
Prior year adjustment for accrued expense to reserve	14	15 4	24,318	24,318
Withdrawl from sustainability Fund	(17,704)	-	-	(17,704)
Revaluation Surplus		9,760		9,760
Balance as at December 31, 2021	451,364	9,760	42,380	503,503

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The annexed notes 1 to 20 form an integral part of these financial statements

FINANCE MANAGER

AICS

1 STATUS AND NATURE OF BUSINESS

With effect from April 14, 2019 the name of the organization has changed from "Afghanistan Organization for Civil Society" (AOCS) to "Afghanistan Institute for Civil Society (AICS)". AICS is an independent, non-for-profit, non-political public welfare organization. AICS aim to raise the credibility of the civil society sector by certifying local CSOs using locally defined and internationally recognized standards, systemize capacity building efforts by coordinating initiatives using measurable performance indicators, strengthen the role of civil society in Afghanistan's development through policy dialogue and active engagement with the government, donors and the broader development sector and to provide a channel for resources for civil society by strengthening philanthropic and corporate social responsibility efforts. AICS is Registered with Ministry of Economy as Non Governmental Organization under license number 3306 and has registered office at house# 58,street #12,Qela-e- Fateh Ullah District 10 Kabul, Afghanistan.

2 BASIS OF PREPARATION

2.1 Statement of compliance

These financial statements have been prepared in accordance with Accounting policy as adopted by the organization in note 3

2.2 Basis of measurement

These financial statements have been prepared under historical cost basis using accrual basis of accounting.

3 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies applied in the presentation of these financial statements are set out below. These policies applied for the period presented, unless otherwise stated.

3.1 Property, plant and equipment

Fixed assets are charged to donor as expense in the year of purchase except the fixed assets in kind. However, a memorandum record is being maintained for the management purpose.

3.2 Depreciation

Depreciation is recognized in profit or loss and calculated to write off the cost of the property, plant and equipment which include the assets in kind on a Straight line basis over the expected useful lives of the assets concerned. The estimated useful lives for the current and comparative periods are as follows: -

Office Equipment:

20%

Vehicle:

20%

Management review the depreciation methods, residual value and useful life of an asset at the year end and any change considered to be appropriate in accounting estimate is recorded through the statement of comprehensive income. Gains and losses on disposals are determined by comparing proceeds with carrying amounts and are included in the operating result for the reporting period

3.3 Deferred capital grants

Grants utilized for capital expenditure are transferred to deferred capital grant and amortized as income over the useful life of the respective items of property, plant and equipment,

3.4 Taxation

No tax related provisions have been made in these financial statements because entity is exempted from income tax and is liable to withheld taxes from employees and vendors.

Income from donor grants is recognized when conditions on which they depend have been met. Substantially, AICS



3.5 Donor Grants

Income from donor grants is recognized when conditions on which they depend have been met. Substantially, AICS donor grants are for the funding of projects and programmes, and for these grants, income is recognized to equate to expenditure incurred on projects and programmes. For donor grants which involve funding for fixed assets or fixed assets in kind, grant income is recognized as the amount equivalent to depreciation expenses charged on the fixed assets concerned... For ongoing projects and programmes, any expenditure yet to be funded but for which funding has been agreed at the end of the reporting period is recognized as grant receivable. All donor grants received are initially recorded at fair value as liabilities as the deferred income

3.6 Recognition of expenses

Expenses are recognized as and when these are incurred. The expenses related to projects are charged to concerned projects. The depreciation is charged in total as operation expense.

3.7 Cash and cash equivalents

Cash and Cash equivalents include notes and coins in hand, unrestricted balances held with banks. which are subject to insignificant risk of changes in their fair value and are used by the management of its short term commitments at known amount in USD.

3.8 Functional and presentation currency

Theses financial statements are presented in US Dollar, transaction in functional currencies are recorded at the rate of exchange ruling at the transaction date, Gain and losses arising on are credited to or charged against income for

3.9 Foreign Currency Transactions

Monetary assets and liabilities denominated in foreign currencies are translated to US dollars using year-end exchange rate. Revenue and expenses are translated throughout the year at prevailing exchange rates on the date of transaction. Exchange gains losses are recorded in the statement of income and expenditures

3.10 Short Term Employment Benefits

Short-term employment benefits, such as wages salaries and other benefits, are recognized as expense when the employees have rendered services to the organization. the expected cost of accumulating compensated absences are recognized when the employees render services that increases their entitlement to future compensated absences. The expected cost of non-accumulating compensated absences, such as sick and medical leaves, are recognized

3.11 Loans and Advances

These are stated at cost as reduced by appropriate provision for impairment. Known impaired loans and advances are written off, while loans and advances considered doubtful of recovery are fully provided for.



4. PROPERTY, PLANT AND EQUIPEMENTS

	Office Equipment	Vehicles	Total
COST			
Opening balance as at January 01, 2020	16,762	47,430	64,192
Addition of assets during the period			
Closing balance as at December 31, 2020	16,762	47,430	64,192
Opening balance as at January 01, 2021	16,762	47,430	64,192
Addition of assets during the period	-	-	-
Revaluation Surplus	3,200	9,000	12,200
Closing balance as at December 31, 2021	19,962	56,430	76,392
ACCUMULATED DEPRECIATION			- 4
Opening balance as at January 01, 2020	13,410	37,944	51,354
Charge for the year	3,352	9,486	12,838
Closing balance as at December 31, 2020	16,762	47,430	64,192
Opening balance as at January 01, 2021	16,762	47,430	64,192
Charge for the year	640	1,800	2,440
Closing balance as at December 31, 2021	17,402	49,230	66,632
		,	
			-
Rates of depreciation per annum - %	20%	20%	
Net book value as of December 31,2021	2,560	7,200	9,760
Net book value as of December 31,2020			

4.1 The depreciation expense has been allocated to operation expenses



	Note	2021	2020
		USD	USD
5	CASH AND CASH EQUIVALENTS		
	Cash in hand	-	100.070
	Cash at bank 5.1	35,980	132,073
	4.75.45.5	35,980	132,073
5.1	Cash at Bank		
	Current Account	20.220	7.770
	The First Micro Finance Bank-USD	20,328	7,678
	The First Micro Finance Bank-AFN	1,778	30,248
	The First Micro Finance Bank-AFN-GIZ	38	38
	FMFB WHH (USAID / AAI) AFN A/C	1,114 363	67,133
	FMFB GIZ/OPAF(FA-PDCSA) AFN A/C NCSW - GIZ OPAF (AICS) 5186	52	6,038
	SEECA - GIZ OPAF (AICS) 5175	52	-
	Civic Edu. GIZ OPAF (AICS) 5173	52	
	Civic Edu. GIZ OFAF (AICS) 3104		111 125
	Service Account	23,777	111,135
	Saving Account The First Micro Finance Bank-USD	9,079	10,573
	The First Micro Finance Bank-USD The First Micro Finance Bank-AFN	3,124	10,373
	THE THST WHERE PHILADE BAIR-ATTY	12,203	20,939
		12,203	20,939
6	ADVANCES AND PREPAYMENTS		
U	Prepaid expenses	334	350
	Advances to staff	1,858	5,421
	Other receivables	71	,,,,,,
		2,263	5,771
7	RECEIVABLE FROM DONOR	451.264	400.000
	Sustainability fund receivable	451,364	469,068
	Oxfam - CS	-	21,967
	BAAG (CAFOD)	4,679	2,351
	GIZ / OPAF:1107010 · Receivable for DCoPII-83379197 GIZ / OPAF:1107020 · Receivable from SEECA-83381563	21,024 18,774	
	GIZ / OPAF:1107020 Receivable from NCSW21-83381625	17,701	
	GIZ / OPAF:1107040 · Receivable from CivicE-83381622	24,538	12.
	AKF AFG:1108010 · Receivable for AICS ED Sponsor	7,999	-
	Other Receivables	55	418
		546,134	493,804
8	ACCRUED AND OTHER LIABILITIES	£7 000	10.045
	Accounts payable	57,900	10,245
	Accrued expenses	10,585	26,670
	Withholding tax payable-vendor	(165)	67
	Rent tax payable	19	•
	Salary tax payable Payable to AKF cost share	9,638	
	Payable to AKF cost snare	10,197 88,174	36,982
	ATOC	00,174	30,962
	AIC		Ai
	حيوت جامعيسني التاليدان		1



		Note -	2021	2020
		Note	USD	USD
9	DEFFERED INCOME			
9	AKF - AFG		74	74
	EU/Oxfam		2,386	/4
	GIZ		2,300	6,055
			3	8,758
	AICS (SIF)		-	
	WHH (USAID / AAI) Project			68,469
	BAAG Finland Embassy Sub FA	2	2,460	27,496 11 0,852
		-	= =	110,000
10	GRANT INCOME			
	AKF-AFG		8,001	25,000
	AICS (SIF)-AKF		26,462	108,806
	EU/Oxfam		40,841	10,745
	Tides			3,000
	GIZ:400820		3,748	
	GIZ:400810		4,601	7,683
	BAAG- Cafod		25,145	6,973
	BAAG- Fin.Embassy		•	42,504
	WHH	·-	97,738	138,075
			206,536	342,787
1	OTHER INCOME			
	Certification fee		3	430
	Interest received from bank		73	77
	10% Deminimis Indrect Cost-AAI		19,974	
	Amortization of deferred grant	4	2,440	12,840
	AICS Income		95,605	
	Service fee income		4,022	6,791
	Foreign exchange Gain			
			122,117	20,139
12	PERSONNEL COST			
	Salaries		194,421	225,936
			194,421	225,936
	EDINGE DENEMBERG			
13	FRINGE BENENIFITS Fringe benefits		45,405	31,179
	0) t	45,405	31,179
	mp A Surv. GOOT			
4	TRAVEL COST			
	International exposure visit		1.	264
	International exp visit -certification Travel cost		222	364
			222	156
	Local air travelling charges		697	3,424
	Per diem cost		623	2,477
	Accommodation charges		951	4,132
	Local taxi charges	O CONTRACTOR OF THE PARTY OF TH	179	3,264
	Travel sustainability & insurance	ATOS		550
	Travel cost-Monitoring/Coord	ALCO.	2,672	130
		التستان ومد تبات التاستان	29012	17,770
		Alementan masters for Continuous,		AJU

	AI	ote -	2021	2020
	14	ote	USD	USD
5	CONTRACTUAL COST			
	Consultant assessment cost			
	Consultants annual review cost			
	Annual report charges			1,2
	Database development charges			T Å
	Accommodation cost			-
	Consultant fee-policy development			
	Promotion charges			
		_		е, е.
	PROGRAM COST			
	Workshop cost		531	24,85
	Strategic plan expenses		551	24,63
	Promotional & Communication charges			2,00
	Printings & Design		150	2,00
	Refereshment Cost		249	- 12
	Event cost		-	15
	Certificates printing charges		2	7
	Policy paper charges		2	
	Toncy paper charges	- 1	931	27,09
	ADED LEVAN COOR			
	OPERATION COST		770	701
	Office other cost		770	7,81
	Promotion and networking events charges		11 500	10.63
	Office rent		11,588 709	10,63
	Repair & maintenance charges			1,31
	Utilities charges		3,855	3,97
	Office stationery & supplies		4,754	4,60
	Communication charges Vehicle fuel and maintenance		6,498 1,976	7,57 3,00
	Generator fuel and maintenance		3,954	
	Vehicle rental charges		1,412	6,40 5,25
	Bank charges		2,407	88
	Miscellaneous office expense		2,407	00
	Computer & IT consumables		11	4,38
	Office furniture/furnishing		-	3,00
	Computer equipment's			3,00
	Office equipment's		217	7
	Software & license		718	1,14
	Service charges		710	3,79
	Logistic Cost		4,022	3,15
	Website Maintenance Charges		760	
	Depreciation		2,440	2,44
		•		4,70
	radia cost	134		71,04
	Audit cost	•	15,66	00

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		Note -	2021	2020
		Note	USD	USD
18	SETUP COST OTHER			
	Business registration fee			0,-
			-	-
19	OTHER EXPENES			
	Fine and penalties		31	31
	Bad Debts		(*)	851
	Foreign Exchange Loss		217	
			247	882

20 GENERAL

These financial statements were authorized to issue by the management on dated 17/4/3022

FINANCE MANAGER



AFGHANISTAN INSTITUTE FOR CIVIL SOCIETY
CONSOLIDATED DONOR WISE FUND UTILIZATION STATEMENT
FOR THE YEAR ENDED DECEMBER 31, 2021

	di voit									AICS ED	-				
	AKF- ACEP	AICS- SIF	EU / Oxfam	TIDES	мнн	BAAG- Fin.Emb	BAAG-Cafod	GIZ- OPAF	GIZ / OPAF (DCoP II)	Salary Sponsored (AKFAFG)	OPAF (NCSW)	GIZ / OPAF (SEECA)	GIZ / OPAF (CE)	AKF-	Total
As at January 01, 2021										ļ					
Opening Balance	10,197	8,758	Ÿ	i.	68,469	(27,496)	(2,351)	6,055		ř	•		•	74	63,706
Funds received during the year		17,704	44,055		29,291	•	27,496		3,748	8,001		4			130,295
Other Income	i é	i		ú			i.	•						i	ý
Invoice sent to the donor during the year	isi	T.		i		o ja								0	Ú
Refund to the donor		•	1		22	27,496		1,383						•	28,901
Expenses incurred during the year	[6]	26,462	41,668		757,737		29,824	4,672	29,052	16,000	20,220	21,586	28,657		315,878
Other Payment				14.1					(4,279)		(2,519)	(2,812)	(4,119)		(13,728)
					İ		ĺ								
Closing Balance - Deferred income- Payables/(Receivable)	10,197	ì	2,387	ì	0	(0)	(4,679)	•	(21,025)	(666,7)	(17,701)	(18,774)	(24,538)	74	(82,059)

