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**Concept Note of  
The 24<sup>th</sup> Financial Management Learning Forum**

***“Preparation to Financial Standard for Not-for-Profit Entities”***

**14<sup>th</sup> August 2019, 8:00am – 5:00pm**

**Diakonia Center #19-21, Street 330, Boeung Keng Kang III, Chamkamorn, Phnom Penh**

**I. Introduction**

As the largest membership-based platform for Non-Governmental Organizations (NGOs) in Cambodia. By June 2019, the Cooperation Committee for Cambodia (CCC) has 206 international and local NGOs as members, working on different development sectors in the country.

One of seven program strategies is **Learning and Capacity Development** for CCC members and other interested CSOs. Normally, CCC organizes four learning forum platform every year, learning forum on Human Resource Management (HRM), Monitoring and Evaluation (M & E), Information Communication Technology (ICT) and Finance Management forum, they are very importance to build the capacity of its members for better performance of their service delivery.

To ensure the quality of the learning forum CCC has formed the Working Groups to provide inputs and advice for NGO learning community in Cambodia. The Working Group will play role as an oversight committee to provide strategic and technical support to NGO community for effectiveness and efficiency development in Cambodia.

To keep responding to the needs of the NGO community, CCC will conducted the 24<sup>th</sup> Financial Management Learning Forum on ***“Preparation to Financial Standard for Non-for-Profit Entities”***.

**II. Objectives of the Finance Learning Forum**

- To review the outcome and impact of last finance learning forum
- To Enhance understanding on tax compliance and implementation for non-for-profit entities
- To learn and discuss the basic needs of Financial statement for preparation to financial reporting standard of NAC
- To strengthen relationship and network among finance practitioners and professionals for ongoing learning on Financial Management issues and good practice.

### III. Expected outputs

The participants will:

- have better understanding of tax compliance and the practical taxation for Not-for-Profit Entities.
- be better preparation for its financial statement to the financial reporting standard of NAC
- have more chance to learn, share, and build up more relationship among people who have same interest from similar fields.

### IV. Target Participants

This finance learning forum is offered to a maximum of 100 participants from NGOs who are **finance practitioners and professionals**.

- There are 2 available seats per NGO who are CCC members (free of charge), if more than 2 will be charged for participant fee 25\$/person/course
- Participants from non-CCC members are welcomed with fee charge US\$ 50.00 per person

**Note:** Fee charge is based on CCC charging fee policy, and the fee will use as a contribution to support the forum's logistic arrangement.

### VI. Detailed Agenda

Time	Key Contents	Resource persons
07:30-08:20	Registration	• CCC Team
08:20-08:30	- National anthems - Introduction to objectives of learning forum, and - General announcements	• <b>Mr. In Sithy</b> , Learning Specialist, CCC
08:30-08:50	Welcome and Opening Remarks	• <b>Mr. Soeung Saroeun</b> Executive Director, CCC
08:50-09:20	<b>Session1: Review last learning forum “Cambodian Financial Reporting Standards for Not-for-Profit Entities”</b> - Taxation - Annual income tax	• <b>Mr. Om Nareth</b> , Finance Manager, CCC
9:20-09:40	<b>Coffee Break</b>	All

Time	Key Contents	Resource persons
09:40-12:00	<b>Session2:</b> Discussion on taxation implementation for NGO  Group discussion Q&A	<ul style="list-style-type: none"> <li>• <b>Mr. Chhoeu Chhardaphea</b> Compliance Manager, iDE Cambodia,</li> </ul>
12:00-01:30	<b>Lunch Break</b>	All
01:30-03:30	<b>Session 3:</b> The basic needs of Financial statement for financial reporting standard  - Case Basis - Cash Modified Basis - Accrual Basis  Practice exercise Q&A	<ul style="list-style-type: none"> <li>• <b>Mr. Nut Sam Art</b> Partner, Business and Financial Management Consulting PCG &amp; Partners Co., Ltd</li> </ul>
3:30-3:50	<b>Coffee Break</b>	All
03:50-04:30	<b>Session 3:</b> The basic needs of Financial statement for financial reporting standard (Continue)  Practice exercise Q&A	<ul style="list-style-type: none"> <li>• <b>Mr. Nut Sam Art</b> Partner, Business and Financial Management Consulting PCG &amp; Partners Co., Ltd</li> </ul>
4:30-4:50	- General Reflection of Finance Learning Forum - Discussion on the Next Topics - Participant's Feedback	<b>Ms. Sreng Sophorn Lakhena</b>  Capacity development Assistant , CCC
4:50-5:00	<b>Conclusion and Closing</b>	Working Group member

**Note:** CCC reserves the rights to change the agenda based on the availability of the speakers and time constraints.