

Annex D to Implementation Agreement: Financial Progress Report Format

Form 1: CASH BOOK

Implementation Agreement Title:			
Name of the Implementing Agent:		Agreement Number (EPA/OFC/PO/Commitment)	
Agreement Currency and Amount in figures and words:			
Implementation Agreement Duration:	From (day-month-year):		To (day-month-year):
Period Covered by this Report:	From (day-month-year):		To (day-month-year):

						Bank Account		Petty Cash	
						Receipt	Expenditure	Receipt	Expenditure
Closing Balance at the end of the previous reporting period* ==>>>>									
* In case the balance is in your favour put it under receipt. In case it is negative put it under expenditure.									
Entry #	Date	Supporting Document	Description of Transaction	Received from / Paid to	Input Item				
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									

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Closing Balance at the end of the previous reporting period* ==>>>>									
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Entry #	Date	Supporting Document	Description of Transaction	Received from / Paid to	Input Item				
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
29									
30									
31									
32									

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Entry #	Date	Supporting Document	Description of Transaction	Received from / Paid to	Input Item				
33									
34									
35									
36									
37									
38									
39									
40									
41									
42									
43									
44									
45									
46									
47									
48									

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Entry #	Date	Supporting Document	Description of Transaction	Received from / Paid to	Input Item				
49									
50									
51									
52									
53									
54									
55									
56									
57									
58									
59									
60									
TOTAL OF TRANSACTIONS DURING THIS REPORTING PERIOD						-	-	-	-

CLOSING BALANCE AT THE END OF THIS REPORTING PERIOD	-	-
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Closing Balance at the end of the previous reporting period* ==>>>>									
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Entry #	Date	Supporting Document	Description of Transaction	Received from / Paid to	Input Item				

I certify that the reported goods and services for which expenditure has been incurred are not being financed from other sources.

Printed name & signature of the responsible official of the Implementing Agent

Date (day - month - year)