

Fiji Public Trustee  
Corporation Limited

Fiji Public Trustee Corporation Pte Limited

# 2019 ANNUAL REPORT



PARLIAMENT OF FIJI  
PARLIAMENTARY PAPER 69/2021

# Corporate Statements

## Our Vision



To be Fiji's trusted independent Estates and Trust administration service provider.

## Our Mission



To provide specialist and independent Estate and Trustee services to all Fijians.

## Our Purpose



Is to deliver trustee, estate and administration services accessible to all Fijians. We provide professional and accessible:

- Estate Administration services
- Trust Administration
- Will Making-Life planning services
- Legal Services

## Our Values



To achieve the mission and vision of the Corporation, the primary values of our team are

- Respect  
We will treat everyone with high regard and self-esteem through our services.
- Integrity  
We will adhere to moral and ethical principles of the business.
- Professional Service  
We will discharge our duties with integrity, provide quality service and be reliable and responsible.

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# Chairman's Foreword



## Dear Shareholders

On behalf of the Board of Directors of the Fiji Public Trustee Corporation (FPTCL), I present with pleasure the 2019 Annual Report of the company. The Board and Management of FPTCL has made significant progress and has achieved and delivered very well on its Corporate Plan that ended in December 2019 and is now progressed into the new Corporate Plan of three years ending 31st December 2022

## Update and Initiatives

The notable progress has been the almost completion of the Digitisation of the operations and functions of the business. This has resulted in enhanced performance and more ably equipped team with the ability to deliver on the objectives of the business with more modern and efficient tools on hand.

Another significant achievement in keeping with enhancing the business and a first for FPTCL was the appointment of the Audit, Governance and Risk and Legal and Human Resources subcommittees. This has resulted in a heightened attention to the audit and oversight functions. Such attention has translated in the engagement of an externally appointed Internal auditor for the business.

Under the guidance of the Board, FPTCL has also undertaken a review of its legal framework and has identified areas for improvement including the proposal for certain legislative amendments that will bring the complementary support that is required to operate in the new Digitised environment of FPTCL.

## Business Performance

FPTCL has seen revenue increase by 37 percent during this year and this has been the upward trend for the past two years and is projected to continue into the coming year.

This positive trend has definitely been influenced by the increased visibility in the market with a targeted approach and the appointment of a Marketing Officer. Additionally, there has been an increased

level of engagement with our various stakeholders and more visibility in the community through our various Corporate Social Responsibility initiatives such as the Bushells Fiji's Biggest Morning Tea organised by the Fiji Cancer Society including Public Awareness Engagement in the major township centres. Our capacity building and training activity designed to support the development of a better skilled and flexible workforce and to encourage the development of individual staff. This assistance is available to staff members to improve their education and the conditions under which financial and other assistance can be granted.

With all these focussed and targeted initiatives together with the investment into modernisation through digitisation and improved governance structures, the business of FPTCL is well positioned to capitalise further on its delivery of service and increase its customer base with the offerings that it has.

## Future Outlook and Direction

The Board together with the Management remains focussed on sustainability and adherence to best business practice compatible to a global organisation which encompasses the adoption of International Financial Reporting Standards.

FPTCL remains committed to providing optimum estate advisory and management services to all the families of Fiji and is now very well positioned to deliver on that and grow as a business for the benefit of its stakeholders.

The Board acknowledges the support of the Government as our shareholder. In conclusion, I extend my sincere appreciation to the Directors for their commitment and time towards continually improving the business of FPTCL.

I also wish to express on behalf of the Board our gratitude to the Chief Executive Officer and the Management and Team at FPTCL for delivering another successful year.

A handwritten signature in blue ink, appearing to read 'Sunil Sharma'.

Sunil Sharma  
CHAIRMAN

A photograph of a house with a porch and a large tree, with a green overlay containing the text "create a lasting legacy". The house has a white railing and a window with blue curtains. The tree is tall and has many thin branches. The text is in a white, serif font on a dark green background.

create a  
lasting  
legacy

# Chief Executive Officer's Report



This financial year has been both challenging and exciting for the Corporation against our strategic plans and corporate objectives. The Corporation's achievements are a testament of teamwork and dedication from our Team.

## Service to Fijians

The Corporation continues to offer estates administration, trustee services, will making, and other legal services to all Fijians at no cost to Government. In 2019, 114 new estates and trusts were accepted, while 245 estates and trust were settled from families and households throughout Fiji. The Team drafted 290 wills and executed 55 wills with over 216 beneficiaries in 2019. We also provided other legal services to 54 individuals. The Corporation distributed \$130,000 to eight charitable organisations on behalf of an estate client.

## Sustainable Business

The Corporation has once again delivered positive financial results. Our net assets increased by \$1.2 million or eight percent compared to 2018. Our core business income saw a growth of seven percent, other income and returns from investments had moderate increases resulting in a total income growth of two percent compared to 2018. The net profit including gains in our investments increased our comprehensive income by 41 percent.

## Customer Service

Customer expectations are higher than ever and word of mouth travels fast. As the customer becomes more empowered, it increases the importance of customer experience. For the Corporation, meeting our customer expectations through enhancement of our service delivery remains a significant strategy in achieving our vision and in sustaining our business.

Efforts in effectively handling customer complaints have improved with the introduction of monitoring process, and capacity training of officers. We saw an increase in the number of awareness presentations to workers, civil societies and community groups. On the digital social media platform, there was an increase

in the number of followers and likes by some 40 percent and extending our reach to over 150,000 individuals throughout Fiji and the world.

## Our People and Culture

As we continue to transform our business, we have invested in the development of our people and culture. We are committed to promoting Equal Employment Opportunity and this is reflected in our new Human Resource Manual, Code of Conduct and other policies. The composition of the workforce for non-management roles was 65 percent female and 35 percent male and 50 percent each for management positions.

## Corporate Governance & Stakeholders

In July 2019, Parliament passed the new Public Enterprises Act that governs and provides the legal framework for all public enterprises in Fiji. Our Board of Directors were re-appointed for a term of three years in July and the composition is 25 percent male and 75 percent female. The Board had two subcommittees during the reporting period: Audit and Risk subcommittee and the Legal and Human Resources subcommittee. The Board and each subcommittee have board charters that govern their roles, responsibilities, and structures.

In improving stakeholder relationship, Management continues to meet and consult with our stakeholders and partners. In 2019, the Corporation signed a signed a partnership agreement with Telecom Fiji Limited (TFL) to implement a Document Management system. The Corporation also signed a Memorandum of Understanding with the Fiji Revenue & Customs Service (FRCS) for information sharing, consultation and collaboration.

I wish to thank the Board, Management, staff and our valued customers for another successful year.

A handwritten signature in blue ink, appearing to read 'Atonio Takala', written over a light blue circular stamp.

Atonio Takala  
CHIEF EXECUTIVE OFFICER

# Highlights as at 31st December 2019



Total value of Estates as at 31st December 2019, \$67.1 million. In 2019, 58 new estates were accepted and valued at \$7.8 million



4,293 Registered Wills as at 31st December, of which 290 were drafted and 55 executed in 2019



Total value of Trusts as at 31st December, \$13 million. In 2019, 66 new trusts were accepted and valued at \$66,000



Corporation's Net Value as at 31st December, \$17 million



6,861 Trusts administered as at 31st December 2019



1,895 Deceased Estates as at 31st December with over 11,000 beneficiaries



30 Permanent Staff as at 31st December. Females: 65 percent  
Males: 35 percent



Partnerships signed with Telecom Fiji Limited and Fiji Revenue and Customs Service in 2019



Assisted eight Charities – value of \$130,000 in 2019

# What We Do

We provide estate planning and administration services, trust services and other legal services for all Fijians in accordance with the Fiji Public Trustee Act 2006 Part 2, section 8(e).



## **Estate Planning**

We write Wills. Wills set out the wishes of our customers for how their affairs are to be managed after they are gone.

## **Trust Administration Services**

The Trust Team deals with trust administration services such as the Fiji National Provident Fund (FNPF)/superannuation trust for minors, testamentary trusts through a Will; compensation trusts by appointment of court or individuals, disability trusts and living trusts.

## **Estate Administration Services**

We provide executor and administration services for the distribution of a deceased person's estate. The Corporation is a one-stop shop in dealing with the estate from application to High Court, collating assets, locating beneficiaries, settling debts, tax clearances, transfer of property and distribution of assets. We administer and manage 1,895 Estates, carrying out the wishes of customers as set out in their Wills to ensure assets are transferred to beneficiaries as smoothly and efficiently as possible.

## **Legal Services**

Our Legal and Conveyance Team provides legal advice to the Corporation pertaining to our role as an executor, trustee, manager and attorney consistent with relevant legislations. We also offer other legal services like executor services, where we work with private executors, assisting them with some or all the tasks associated with being an executor, from probate applications, transfer of property tax clearance, searches (Titles, Wills and Probate) on behalf of Executors.

# Our Strategic Challenges & Opportunities

In developing our Strategic Plan, we considered the major challenges facing everyday Fijians now and in the future, including how they will impact the Corporation. We have identified several key risks and opportunities in achieving our vision and purpose, as illustrated below.

## Strategic Plan 2018-2020

<h3 style="margin: 0;">Our Vision</h3> <p style="margin: 5px 0 0 0;">To be Fiji's trusted independent Estates and Trust administration service provider</p>	<h3 style="margin: 0;">Our Purpose</h3> <p style="margin: 5px 0 0 0;">Is to deliver trustee, estate and administration services accessible to all Fijians</p>
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	Objectives and Strategies	Performance Indicators
	<p><b>Customer Service</b></p> <ul style="list-style-type: none"> <li>Improve communication with customers</li> <li>Simplify processes and response time</li> <li>Implement suggestions from customers on how we can better serve them</li> </ul>	<ul style="list-style-type: none"> <li>Improved customer satisfaction</li> <li>Expanded client base</li> <li>Improved accessibility of services</li> <li>Reduced customer complaints</li> </ul>
	<p><b>People and Culture</b></p> <ul style="list-style-type: none"> <li>Succession planning</li> <li>Build our professional and enhance workforce</li> <li>Enhance staff wellbeing</li> </ul>	<ul style="list-style-type: none"> <li>Improved workforce satisfaction</li> <li>Training</li> <li>Workforce capability</li> </ul>
	<p><b>Business Enhancement</b></p> <ul style="list-style-type: none"> <li>Sustainable and a profitable business</li> <li>Upgrade and enhance ICT capabilities</li> <li>Improve marketing and awareness</li> <li>Explore new business</li> <li>Optimise our assets to meet business objectives</li> </ul>	<ul style="list-style-type: none"> <li>Return on assets improved</li> <li>Service delivery innovation</li> <li>Services and initiatives are delivered within the approved budgets strategic plan</li> </ul>
	<p><b>Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>Improve community engagement</li> <li>Promote knowledge and benefit of FPTCL's services</li> <li>Enhance better working relationships and understanding stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder engagement and satisfaction analysed for continuous improvement</li> <li>Effective Engagement and partnerships</li> </ul>

# Board Directors



## Sunil Sharma

Mr Sharma was appointed Chairman of the Corporation in July 2018 for one year. He was reappointed as Chairman on 17th, July 2019 for the next three years. He is a Senior Partner of PKF alizapacific, Chartered Accountants and Business Advisors. He has more than 28 years of experience years' experience in Auditing/Assurance, Taxation and Business Advisory, of which 20 years have been in executive leadership roles. He is a current Independent Director of Merchant Finance Limited, Chair of the University of the South Pacific Grants Committee, Executive Board Member and Company Secretary/Treasurer of the Fiji Chamber of Commerce & Industry (FCCI), a member of the Employer Panel of the Arbitration Court and a member of the National Employment Centre Board (as a representative of the FCCI). He is also a member of the Australian Institute of Company Directors and holds post graduate qualifications in Management. His interests as a professional lie in the area of business development for growth prospects and risk management. This is well served through his various executive and advisory roles.



## Lorraine Seeto

Ms Seeto was appointed director in July 2018 for one year. In July 2019, Ms Seeto was reappointed for another three years and appointed Deputy Chair the same year. She was also appointed the Chair of the Audit, Risk and Finance subcommittee on 20th October 2019. Ms Seeto holds a Masters of Commerces degree from the University of New South Wales and a Bachelor of Arts degree from the University of the South Pacific (USP). She is a career central banker and was Chief Manager Governor's Office at the Reserve Bank of Fiji (RBF). She joined the RBF in 1981 and was the Bank's first female executive. She was promoted in 1998 as to Chief Manager Currency and Corporate Services. She has also performed the role of Chief Manager Corporate Planning and Assurance, Advisor to the Governors and Chief Manager Risk Management and Communications.



## Sera B Nicholls

Ms Nicholls was appointed as director in 2013 and was reappointed in 2017. She is the Chair of the Legal and Human Resources subcommittee in 2018. From 2010 to 2011, she had held the role of Trade Liaison with the British High Commission and Regional Representative for Crown Agents for Overseas Governments. From 2009 to 2004, Ms Nicholls held various roles at ANZ Pacific Operations including Manager Risk and later, Head of Governance, Projects and Special Initiatives. In 2002, she established Fiji's first public private partnership with the Fiji Export Council. She also established the Purchasing & Logistics Management Association in 2000 and was President until 2004. Ms Nicholls is the Managing Director of her company, Plumbing & Property Services.

# Management Team



**Atonio Takala**  
**Chief Executive Officer**

Mr Takala joined the Corporation in November 2008 as the Manager Finance & Administration and was appointed Chief Executive Officer in August 2013. Mr Takala holds an Masters of Business Administration and a Bachelor's degree in Commerce from USP and is an Associate of the Society of Trust & Estates Practitioners of New Zealand, an accredited mediator with the Singapore Mediation Centre and a member of the Fiji Institute of Accountants (FIA). Prior to joining FPTCL, he was employed with other organisations and accounting firms.

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**John Mow**  
**Manager Finance & Administration/Board Secretary**

Mr Mow joined the Corporation in 2018. He holds a Bachelor's degree in Commerce (Accounting & Economics) from USP. He was previously employed as a senior financial analyst with the Ministry of Public Enterprises and as an auditor with PricewaterhouseCoopers. He is a provisional member of the FIA. He is an associate member of CPA Australia.

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**Priya Lal**  
**Manager Legal**

Ms Lal joined the Corporation in 2018 and is the Manager Legal. She holds a Bachelor of Laws (LLB) and Professional Diploma in Legal Practice from USP. She holds a valid legal practicing certificate for Fiji. Prior to joining FPTCL, she was employed as a Senior Legal Officer with the Legal Aid Commission.

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**Salaseini Drekeni**  
**Manager Estates & Trust**

Ms Drekeni joined the Corporation in 2014 as an Estate Officer and was promoted to Team Leader Estates & Trust in 2016 before her appointment as Manager Estates & Trust in June 2017. She was previously employed in paralegal work with various law firms, statutory organisations and government departments. She is currently pursuing studies in Bachelor of Laws (LLB) with USP.

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# Corporate Governance

## Overview

The Corporation is a public enterprise and is governed by the Fiji Public Trustee Corporation Act 2006. The functions and the duties of the Corporation are specified in the Fiji Public Trustee Corporation Act 2006.

## Role of the Board

The Board of the Fiji Public Trustee is appointed by the Minister responsible for Public Enterprises as stated in the Public Enterprise Act of 2019, Part 6 section 30. The Board provides strategic guidance and advice to Management to ensure the sound and investment of trust beneficiaries funds as required under the Fiji Public Trustee Corporation Act 2006. The Board comprises the Chairman and two independent board members. One board observer from the Ministry of Economy attends board meetings.

In carrying out its responsibilities the Board:

- Establishes strategic direction for the organisation
- Ensures compliance with statutory requirements
- Leadership selection
- Financial oversight
- Risk management framework

The Board encourages diversity in its composition and expects a high level of performance from each of its directors. The Board is committed to the highest standards of behaviour and accountability.

The Board is required to meet at least five times in a calendar year or at any other time that the board considers necessary for the efficient management of the business and affairs of the public enterprise as per the Public Enterprise Act 2019, Part 6, section 3 sub-section 48. In 2019, the Board met on five occasions and attendance was 100 percent.

Director	Board Meeting Attendance
Sunil Sharma	5
Lorraine Seeto	5
Sera B Nicholls	5

Source: FPTCL

## Board Subcommittees

There are currently two subcommittees of the Board:

- Audit, Risk and Governance subcommittee (ARGC);
- Legal and Human Resources subcommittee (LHRC).

The Subcommittee's objective is to report to the Board and provide appropriate advice and recommendations on matters relevant to its Charters in order to facilitate decision making by the Board. In 2019 four Board subcommittees were held. The Board subcommittees attendance was 100 percent.

## Role of the Subcommittees

The LRHC and ARGC subcommittees are not policy making bodies nor do they have substantive executive functions. However, the subcommittees are to ensure that adequate internal and risk management controls are in place, to advise the Board regarding accounting policies, practices and disclosures, to review the scope and outcome of the internal audit and external audit, the review of annual and half-yearly financial statements for the Corporation and its investments prior to approval by the Board and to report the proceedings of each meeting to the Board.

# Corporate Governance

## The LHRC is responsible for:

- Reviewing significant issues arising from the reports of Legal, Estates & Trusts required actions against FPTCL and recommending next course of action as when required
- Reporting to and assist the Board in relation to matters arising with respect to FPTCL's compliance with legal and regulatory requirements
- Any other matters as may be directed by the Board

## The ARGC is responsible for:

- Financial reporting and underlying financial policies
- Working with the internal and external auditor through Management
- Risk management and internal controls
- Compliance with laws, regulations, ethical requirements, internal policies, and industry standards
- Financial management and reporting of fraud.
- Other responsibilities as deemed important and delegated by the Board
- Ensure governance is practiced at the Corporation

## Audits conducted during the year were:

Area of Audit	Type of Audit	Auditor
Human Resources & Payroll	Internal	KPMG
Properties & Facilities	Internal	KPMG
2018 Accounts Audit	External	Office of the Auditor-General
Information Technology	Internal	KPMG

Source: FPTCL

## Role of the Management

The Management Team at FPTCL comprises the CEO and the Management team of three departments, namely Finance & Administration, Estates & Trust and Legal Services. The CEO is responsible to the Board Directors for the implementation of its policies and directions. The CEO is to ensure that the management of the Corporation is in accordance with section 5(5) of the Fiji Public Trustee Act 2006. The Management team ensures the organisation's functions and operations are within the guidelines of a trustee service and the management of trusts is in accordance with the provisions of this Act, the Trustee Act (Cap. 65), the Trustee Corporations Act (Cap. 66) and any other law.

## Responsibilities

The Management Team also performs the following functions:

### Planning

- Strategic direction for the organisation
- Financial management
- Setting timelines and standards for completion of projects
- Allocating employee resources

### Organising

- Establishing internal processes and structures
- Hiring and staffing
- Training new employees
- Coaching and capacity building

### Leading

- Setting goals and communicating new processes, and services, or internal policy
- Problem resolution and decision-making

### Monitoring

- Monitoring and controlling expenses and budgets
- Ensures compliance with statutory requirements

The Management team met fortnightly during 2019 to enhance the efficacy of the organisation.

# Testimonials

## *Support a cause and someone to administer your Estate*

Joyce was born in Trinidad and Tobago. She moved to Fiji in the late 1970s to teach at the University of the South Pacific. Joyce was single. In 2018, Joyce sought the services of the Fiji Public Trustee Corporation Pte Limited to draft her final wishes in the form of a Will and appoint FPTCL as her Estate Administrator. In her Will, Joyce had set aside funds that would go to charitable organisations like the St Christopher's home, Fiji Cancer Society, Fiji Red Cross Society, Home of Compassion and Viti Spinal Injuries Association. As Joyce's administrator Fiji Public Trustee has acted on her behalf to ensure that the funds set aside for these charitable organisations went to them and to remember her legacy.



## *A will would not be able to cover all the complexities in my life*

Charlie was a copra farmer from Savusavu. He had six children. Charlie had come into the Fiji Public Trustee Office and had his will written and appointed FPTCL as the administrator. In his will, Charlie had instructed that his properties be subdivided, and separate titles be issued to his nominated beneficiaries. Part of Charlie's estate land was used for copra farming with the copra being sold to Morris Hedstrom Limited. When Charlie died, all proceeds from selling copra were remitted to Fiji Public Trustee office which were then paid out to the beneficiaries to assist them with the maintenance of the farm, and for their support. The FPTCL with the consent of the beneficiaries had engaged a Registered Surveyor to subdivide the land into seven lots – six lots for the beneficiaries and one lot for sale. The subdivision was successfully completed by FPTCL and separate titles were later issued to the beneficiaries, administration finalised and the file was closed.



# Estates & Trust Administration Services

## Estates Administration Services (EAS)

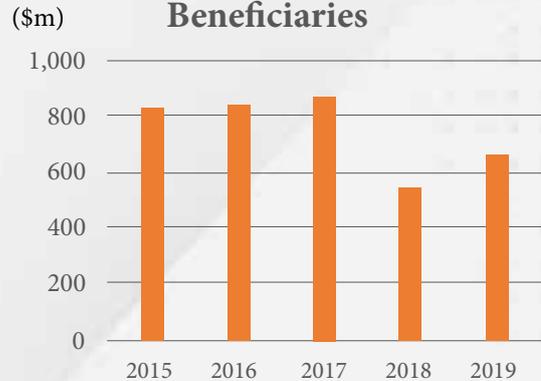
The Corporation is Fiji's largest estate administration services provider. EAS includes execution, administration, management, and distribution of a deceased person's estate and is a one-stop shop in dealing with the Estate from application to High Court, collation of assets, locating beneficiaries, settlement of debts, tax clearances, transfer of property and distribution of assets. In 2019, the Estates Section accepted 58 estates valued at \$7.8 million compared to 33 estates valued at \$8.4 million in 2018.



Source: FPTCL

Income from trust and estate funds are placed in pooled funds and invested in bonds, term deposits and in managed funds locally. All interest income from pooled funds are distributed to beneficiaries less taxes and other administration expenses. In 2019, the total interest income due for distribution to beneficiaries was \$642,000 or 4.9 percent compared to \$524,000 or 4.1 percent in 2018.

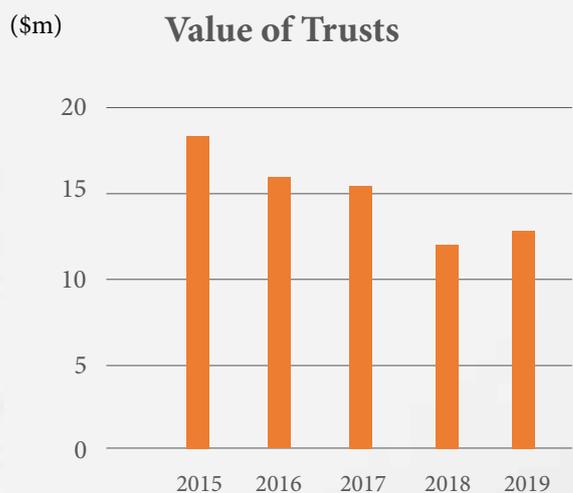
## Interest Distributed to Beneficiaries



Source: FPTCL

## Trust Administration Services (TAS)

The Trust Team deals with trust administration services such as the FNPF superannuation trust for minors, testamentary trusts through a Will; compensation trusts by appointment of court or individuals, disability trusts and living trusts. The Trust Section accepted 66 new trusts valued at \$66,000 compared to 74 new trusts valued at \$261,000 in 2018. The Total Value of Trusts on hand Trust on hand as at 31st December 2019 was \$13 million compared to \$12.6m in 2018.



Source: FPTCL

# Legal Services

The Legal and Conveyance Team provides legal advice to the Corporation pertaining to its role as an executor, trustee, manager and attorney consistent with relevant legislations. 2019 saw a positive increase in requests for the various services our team provides.

The Legal Services Team also assists in the conduct of:

- Litigation for contested estate and trust matters and for Wills prepared by the Corporation.
- Guidance to staff on specific legal matters and in training and developing staff on legislation and legal updates
- Conveyance work related to client estate, trust and administration matters

The Legal Team also offers other legal services, which were introduced in 2014 and have become very popular with private executors and administrators of estates. This includes:

- Executor services
- Application for grant to the High Court
- Transfer of Property including Stamp Duties application and Capital Gains lodgements
- Tax Clearance
- Searches (Title, Wills, Probates etc.)
- Legal conveyance work
- Deed Poll
- Deed of family arrangements. The new services were introduced after collaboration and research work by staff including a review by the Corporation

The Legal Team also conducts regular refresher training for staff on the various Acts and legislations that directly affects the services provided by the Corporation. This includes amendments to legislations, lessons from various estates, trust and Will cases from the local and the commonwealth jurisdiction. A significant future challenge is the increase in volume of estates and cases with legal issues of increasing commercial complexity.



Our team serving clients at the Fiji Showcase

Services (Numbers)	2017	2018	2019
Application for Court Grants	29	30	54
Application for Property Transfers	12	8	25
Other Conveyance services	9	20	21
Other legal services	24	26	38
<b>TOTAL</b>	<b>74</b>	<b>84</b>	<b>138</b>

Source: FPTC

# Financial Performance

Over the last five years, the Corporation has worked on innovating and identifying new services based on customer demands.

The Corporation's revenue is earned from its fees and charges, interest on investments and other income sources. All fees charged by the Corporation are legislated under the Fiji Public Trustee Corporation Act, 2006.

Despite the shifting of market forces and increased competition, the Corporation's financial performance in 2019 indicated another year of achieving its goals as an entity that has continued to be profitable despite the challenges faced.

Business challenges arise from competition in the market, and the increasing cost of doing business and staying ahead to meet customers changing demands.

Whilst our primary objective is the long-term financial viability of our business and in ensuring that the Corporation remains a relevant part of the economy, we also provide quasi-judicial duties at our own cost and waiver of fees and charges to disadvantaged Fijians as part of our non-commercial obligation to the people of Fiji.

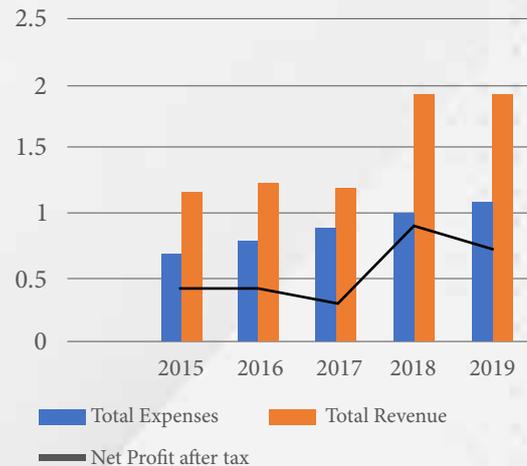
In 2019, the Corporation recorded a net profit after tax of \$652,386 a decrease of 25 percent over 2018. However, total comprehensive income increased by 37 percent in 2019 to \$1.2million, from \$0.9million in 2018

Total revenue collected in 2019 was \$1.94 million compared to \$1.98million in 2018. This included income from fees and charges, interest income and other income to the business.

The Corporation's total expenditure in 2019 increased by 23 percent to \$1.2million, compared to \$1.0million in 2018.

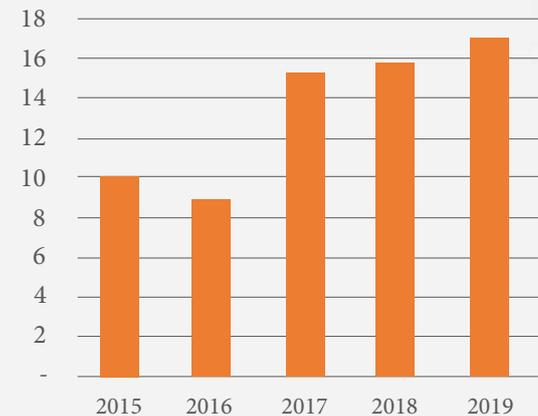
The Corporation also recorded a 10 percent increase its total assets to \$17.3million from \$15.6 million in 2018. Total assets is a combine of 76 percent, Financial Assets, 14 percent for Property, Plant and Equipment and 10 percent for other assets.

## (\$m) Financial Performance



Source: FPTCL

## (\$m) Total Assets



Source: FPTCL

## (\$m) Total Shareholders Equity



Source: FPTCL



**Make a  
choice today  
to protect  
your family  
in the future**

# OUR CORPORATE DIARY 2019

## FEBRUARY

**2nd** FPTCL Team participated at the Fiji Cancer Society organised Health Walk for Cancer



## APRIL

**4th** In-house training on Public Speaking and Will Presentation at the Southern Cross Conference Room in Suva, for all Estates and Trust Officers and Management



## MAY

**6th** Radio Interview in the iTaukei vernacular station aired on FBC's Radio Fiji 1

**17th** Radio interview in the Hindi vernacular station aired on FBC Radio Fiji 2

**17th** A cheque of \$35,000 was presented to the Fiji Red Cross Society. The cheque payout was on behalf of the Estate of the Late Joyce Heeraman



## JUNE

**3rd** Will Awareness Presentation to the Asian Development Bank Office Suva

**12th-14th** Participated in the 5th Fiji National Expo, National Gymnasium, Suva



**9th-13th Will Awareness Presentations to** SOFITEL Resort & Spa staff, Denarau Nadi; Nadi Chamber of Commerce, Nadi; Castaway Island Resort, Mamanuca

**13th** Kalabu Methodist Church Outreach programme

**16th-24th Will Awareness Presentation to:** Fiji Airways (Nadi/Suva Offices); Lands Department, Lautoka; Pecani Methodist Church, Nadi; Fiji Nurses Association Annual General Meeting, Suva

### JULY

**4th Will Awareness Presentation** to Army Wives Executive Committee

**9th Will Awareness Presentation** to Navy Wives, Naval Base

**11th Will Awareness Presentation** to United Containers, Lautoka

**13th** Labasa Town Outreach in Labasa Town participated at the Fiji Showcase, National Gymnasium, Suva

**16th-17th** Ba Town Outreach at Bus Stand Kiosk

**18th** Tavua Town Outreach

**26th** CEO attended the Top Executive (TOPEX) Conference at the Pullman Nadi Bay Resort & Spa

### SEPTEMBER

**3rd Will Awareness Presentation** to Pullman Nadi Bay Resort and Spa

**3rd-5th Will Awareness Presentation** to Higgins Fiji

**19th-21st** Nadi Town Outreach Programme

**20th-21st Will Awareness Presentations to** Pacific Destination, Nadi; Shipping Services, Lautoka

**29th Will Awareness Presentation** to National Union of Public Workers annual general meeting (AGM), Epworth Hall, Suva

### AUGUST

**22nd Will Awareness Presentation** to National Disaster Management Office

**Will Awareness Presentation** to 3FIR

Army Wives, Queen Elizabeth Barrack, Nabua

**22nd-23rd** Sigatoka Town Outreach Programme

### OCTOBER

**7th** A cheque of \$20,000 was presented to Viti Spinal Injuries Association of Fiji (VSIA). The payout was on behalf of the Estate of the Late Joyce Heeraman

**9th** Presented the 2016/2017 Audited Accounts to the Parliament – Standing Committee on Public Accounts

**4th FPTCL signed a partnership agreement** with Telecom Fiji Limited (TFL), for the implementation of the Document Management System (DMS)



**6th Will Awareness Presentation** to Ministry of Employment, Productivity & Industrial Relations

**20th** A cheque of \$10,000 was presented to WOWS Kids Fiji. The payout was on behalf of the Estate of the Late Joyce Heeraman



**9th & 11th Will Awareness Presentation** to Fiji Ports Corporation Limited

**11th Pinktober** - A cheque of \$10,000 was presented to Fiji Cancer Society. The payout was on behalf of the Estate of the Late Joyce Heeraman

**28th** FPTCL Strategic Planning Workshop held at the Peninsula Conference room



**15th** Ministry of Economy Awareness on Public Enterprise Act 2019



**17th Will Awareness Presentation** to Women Entrepreneurs & Business Council

## **NOVEMBER**

**2nd** FPTCL recognised at the Fiji Business Excellence Awards held at the Sheraton Fiji Resort on Denarau Island

**13th, 20th, 27th** Will Awareness Presentation to Kontiki Finance (Suva, Lautoka, Labasa)

**22nd** Will Awareness Presentation to Reserve Bank of Fiji

**26th** Signed a Memorandum of Understanding between FRCS and FPTCL (MOU) to share information

**30th** FPTCL Staff Family Day at Takalana Bay, Fiji Women Entrepreneurs Business Council workshop in Labasa, Will Awareness Presentation to ANZ Banking Group, Suva

**21st** Women In Business Pinktober breakfast at the Grand Pacific Hotel

**22nd** Will Awareness Presentation to Fijian Holdings Limited shareholders AGM



## **DECEMBER**

**6th** November – Prostate Cancer awareness breakfast fundraiser, with 6 of our male staff shaving off their moustache and beards

**16th** A cheque of \$20,000 was presented to Home of Compassion. The payout was on behalf of the Estate of the Late Joyce Heeraman



**18th** A cheque of \$10,000 was presented each to Salvation Army Fiji Division and the Fiji Society for the Blind. The payout was on behalf of the Estate of the Late Joyce Heeraman

**18th** FPTCL Manager Estates & Trust Salaseini Drekeni was Chief Guest to Officiate at the opening of the Viti Spinal Injuries Association of Fiji New Office Premises.

**19th** A cheque of \$15,000 was presented to St Andrews Presbyterian Church. The payout was on behalf of the Estate of the Late Joyce Heeraman



FUJIFILM

**Ensure that  
the people  
matter are  
taken care of  
in your Will**

# SOCIAL MEDIA



## Media Relations

The Corporation understands the need to increase brand awareness, achieve and improve our reputation and to know what our customer's preference and choices are. Communication plays a vital role in effective media relations. The media plays an important in terms of disseminating crucial information to not only our customer but also our stakeholders. The Corporation had worked closely with the media releasing statements on our charity payouts, new partnership agreements and responding to queries, arranging interviews, and organising media coverage to our events.

## E-Channels

As digital trends evolve every year, the Corporations E-channels has continued to attract new and returning customers. This is expected to be even more popular as the Corporation moves its services online. The Corporation's online presence throughout social media platforms Facebook, Twitter and LinkedIn has helped develop new ways to grow its business, generate leads and improve the relationship with our existing customers.

# FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED

## FINANCIAL STATEMENTS 31st DECEMBER 2019

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**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED  
DIRECTORS' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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In accordance with a resolution of the Board of Directors, the Directors herewith submit the statement of financial position of the Fiji Public Trustee Corporation Pte Limited ("the Corporation") as at 31 December 2019, the related statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended on that date and report as follows:

**Directors**

The names of Directors in office at the date to which this report refers are:

Mr Sunil Sharma (Chairman)  
Ms Lorraine Seeto (Deputy Chairperson – effective from 17 December 2019)  
Ms Bernadette Nicholls  
Ms Timaima Vakadewabuka – retired on 19 July 2019

**Principal Activities**

The principal activity of the Corporation in the course of the financial year as defined in the Fiji Public Trustee Corporation Act 2006 was to act as custodians and provide administrative services to estates of those persons who are deceased, of unsound mind or persons incapable of conducting their own affairs.

**Results**

The total comprehensive income for year was \$1,200,570 (2018: \$875,565).

The operating profit after income tax for the year was \$652,386 (2018: \$875,565) after providing \$31,133 (2018: \$89,367) for income tax.

**Dividends**

The Directors recommended and declared that no dividend be paid for the period ending 31 December 2019.

**Bad and Doubtful Debts**

The Directors took reasonable steps before the financial statements were prepared to ascertain that all known bad debts were written off and adequate provision was made for doubtful debts.

At the date of this report, the Directors are not aware of any circumstances, which would render the amount written off for bad debts, or the amount of the provision for doubtful debts, inadequate to any substantial extent.

**Non-Current Assets**

Prior to the completion of the financial statements of the Corporation, the Directors took reasonable steps to ascertain whether any non-current assets were unlikely to be realised in the ordinary course of business compared to their values as shown in the accounting records of the Corporation. Where necessary these assets have been written down or adequate provision has been made to bring the values of such assets to an amount that they might be expected to realise.

As at the date of this report, the Directors are not aware of any circumstances, which would render the values attributed to non-current assets in the Corporation's financial statements misleading.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**DIRECTORS' REPORT (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**Related Party Transactions**

In the opinion of the Directors, all related party transactions have been adequately recorded in the books of the Corporation.

**Other Circumstances**

At the date of this report, the Directors are not aware of any circumstances not otherwise dealt with in this report or financial statements which would render any amounts stated in the financial statements misleading.

**Unusual Transactions**

Apart from these matters and other matters specifically referred to in the financial statements, in the opinion of the Directors, the results of the operations of the Corporation during the financial year were not substantially affected by any item, transaction or event of a material unusual nature, nor has there arisen between the end of the financial year and the date of this report any item, transaction or event of a material unusual nature likely, in the opinion of the Directors, to affect substantially the results of the operations of the Corporation in the current financial year, other than those reflected in the financial statements.

**Events Subsequent to Balance Date**

Subsequent to year-end, the World Health Organisation (WHO) declared the coronavirus (COVID-19) a pandemic. Whilst measures and policies have been taken by the Fijian Government and nearby trading countries to prevent the spread of the virus, the impact of the virus on amounts and estimates reported or used in the preparation of these financial statements is not expected to be material and therefore have not been adjusted.

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the Directors of the Corporation, to affect significantly the operations and the results of those operations, or the state of affairs of the Corporation in subsequent financial years.

**Other Circumstances**

As at the date of this report:

- i. no charge on the assets of the Corporation has been given since the end of the financial year to secure the liabilities of any other person;
- ii. no contingent liabilities have arisen since the end of the financial year for which the Corporation could become liable; and
- iii. no contingent liabilities or other liabilities of the Corporation has become or is likely to become enforceable within the period of twelve months after the end of the financial year which, in the opinion of the Directors, will or may substantially affect the ability of the Corporation to meet its obligations as and when they fall due.

As at the date of this report, the Directors are not aware of any circumstances that have arisen, not otherwise dealt with in this report or the Corporation's financial statements, which would make adherence to the existing method of valuation of assets or liabilities of the Corporation misleading or inappropriate.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED  
DIRECTORS' REPORT (cont'd)  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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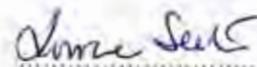
**Directors' Benefits**

No Director has received or become entitled to receive a benefit (other than those included in the aggregate amount of emoluments received or due and receivable by Directors shown in the financial statements or received as the fixed salary of a full-time employee of the Corporation or of a related Corporation) by reason of a contract made by the Corporation or by a related Corporation with the Director or with a firm of which he is a member, or with a company in which the Director has a substantial financial interest.

For and on behalf of the Board and in accordance with a resolution of the Directors,

Dated this *8<sup>th</sup>* day of *March* 2021.

  
Chairman

  
Director

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED  
DIRECTORS DECLARATION  
FOR THE YEAR ENDED 31 DECEMBER 2019**

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The declaration by Directors is required by the Companies Act, 2015.

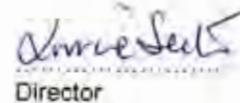
The Directors of Fiji Public Trustee Corporation Pte Limited ("the Corporation") have made a resolution that declares:

- a) In the opinion of the Directors, the financial statements of the Corporation for the financial year ended 31 December 2019:
  - i. Comply with the International Financial Reporting Standards(IFRS) and give a true and fair view of the financial position of the Corporation as at 31 December 2019 and of the performance and cash flows of the Corporation for the year ended 31 December 2019, and
  - ii. Have been prepared in accordance with the Companies Act, 2015.
- b) At the date of this declaration, in the opinion of the Directors, there are reasonable grounds to believe that the Corporation will be able to pay its debts as and when they become due and payable.

For and on behalf of the Board and in accordance with a resolution of the Directors.

Dated this 5th day of March 2021.

  
Chairman

  
Director

## OFFICE OF THE AUDITOR-GENERAL

Promoting Public Sector Accountability and Sustainability Through Our Audits



6-8<sup>TH</sup> Floor, Ratu Sukuna House  
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Website: [www.oug.gov.fj](http://www.oug.gov.fj)



### FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED AUDITOR'S INDEPENDENCE DECLARATION TO THE DIRECTORS OF FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED.

As auditor of the Fiji Public Trustee Corporation Pte Limited for the financial year 31 December 2019, I declare to the best of my knowledge and belief that there have been:

- (a) No contravention of the auditor independence requirements of the Companies Act, 2015 in relation to the audit; and
- (b) No contravention of any applicable code of conduct in relation to the audit.

This declaration is in respect to Fiji Public Trustee Corporation Pte Limited during the year.

A handwritten signature in black ink, appearing to read 'Ajay Nand'.

Ajay Nand  
**AUDITOR-GENERAL**

# OFFICE OF THE AUDITOR-GENERAL

Promoting Public Sector Accountability and Sustainability Through Our Audits



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Website: [www.oag.gov.fj](http://www.oag.gov.fj)



## INDEPENDENT AUDITOR'S REPORT

To the Directors of Fiji Public Trustee Corporation Pte Limited

Report on the Audit of the Financial Statements

### Opinion

I have audited the financial statements of Fiji Public Trustee Corporation Pte Limited (*the Corporation*), which comprise the statement of financial position as at 31 December 2019, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at 31 December 2019, and (*of*) its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting standards (IFRS).

### Basis for Opinion

I have conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Company in accordance with the International Ethics Standards Board for Accountant's *Code of Ethics for Professional Accountants* (IESBA Code) together with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Emphasis of Matters

I draw attention to the following:

1. Note 14 to the financial statements reflects the Trusts & Estates under Administration. The special purpose financial statements for the year ended 31 December 2019 for the Trusts & Estates under Administration has been audited for the first time by another external auditor appointed by the Board of the Fiji Public Trustee Corporation (Pte) Ltd. The audited financial statements when published in the 2019 Annual Report of the Corporation will be useful to the current and future beneficiaries of the Trusts and Estates, and other stakeholders.
2. Note 20 to the financial statements describes the related parties, the benefits paid and transactions entered into with related parties. There are no additional benefits paid for the administration of Trusts & Estates under Administration other than the Directors' Remuneration disclosed on Note 20.
3. Note 22 of the financial statements describes the events subsequent to balance date. The Corporation has disclosed that no adjustments have been made to the financial statements as at 31 December 2019 for the impacts of COVID-19.

My opinion is not modified in respect of these matters.

## **Other Information**

The management and Directors are responsible for the other information. The other information comprises the Directors' Report but does not include the financial statements and the auditor's report thereon.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained during the audit, or otherwise appears to be materially misstated. If, based upon the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

## **Responsibilities of the management and those charged with governance for financial statements**

The management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRS and for such internal control as the *management* determine 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, the management is responsible for assessing the Corporation'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 the management either intend to liquidate the Corporation or to cease operations, or have no realistic alternative but to do so.

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

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My 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 my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA 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 the financial statements.

As part of an audit in accordance with ISA, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

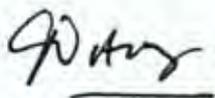
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting 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 Corporation'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 the management's and Directors' 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 Corporation's ability to continue as a going concern. If I conclude that material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures, are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Corporation's 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.
- I 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 I identify during my audit.
- I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

#### **Report on Other Legal and Regulatory Requirements**

In my opinion, the financial statements have been prepared in accordance with the requirements of the Companies Act 2015 and the Public Enterprises Act 2019, in all material respects, and;

- a) I have been given all information, explanations and assistance necessary for the conduct of the audit; and
- b) the company has kept financial records sufficient to enable the financial statements to be prepared and audited.



Ajay Nand  
**AUDITOR-GENERAL**



Suva, Fiji  
15 March 2021

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 \$	2018 \$
Fees	3	1,016,647	951,182
Interest income		529,319	501,001
Other income	3	391,057	528,972
<b>Total Revenue</b>		<b>1,937,023</b>	<b>1,981,155</b>
General and administration expenses	4	341,329	251,711
Selling expenses		44,962	41,779
Staff and employee costs	4	851,329	722,733
Other expenses		14,682	-
Finance cost – interest on lease liabilities	16(b)	1,202	-
<b>Total Expenses</b>		<b>1,253,504</b>	<b>1,016,223</b>
Operating profit before income tax		<b>683,519</b>	<b>964,932</b>
Income tax expense	6	31,133	89,367
<b>Operating profit after income tax</b>		<b>652,386</b>	<b>875,565</b>
Other comprehensive income	13	548,184	-
<b>Total comprehensive income for the year</b>		<b>1,200,570</b>	<b>875,565</b>

*The accompanying notes form an integral part of this statement of profit or loss and other comprehensive income.*

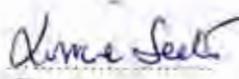
**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 DECEMBER 2019**

	Notes	2019 \$	2018 \$
<b>Current Assets</b>			
Cash and cash equivalents	5	705,586	265,097
Trade and other receivables	8	661,954	705,571
Other current assets	7	183,101	622,244
<b>Total Current Assets</b>		<b>1,550,641</b>	<b>1,592,912</b>
<b>Non-current Assets</b>			
Financial assets	9	13,133,460	12,261,652
Property, plant and equipment	10	2,493,698	1,902,094
Deferred tax asset	6	2,365	2,358
Intangible asset	11	134,426	-
Right-of-use assets	16(a)	10,283	-
<b>Total Non-current Assets</b>		<b>15,774,232</b>	<b>14,166,104</b>
<b>Total Assets</b>		<b>17,324,873</b>	<b>15,759,016</b>
<b>Current Liabilities</b>			
Trade, other payables and provisions	12	229,411	118,996
Dividend payable		-	-
Provision for income tax	12	-	43,590
Lease liabilities	16(b)	7,787	-
<b>Total Current Liabilities</b>		<b>237,198</b>	<b>162,586</b>
<b>Non-current Liabilities</b>			
Lease liabilities	16(b)	3,388	-
<b>Total Non-current Liabilities</b>		<b>3,388</b>	<b>-</b>
<b>Total Liabilities</b>		<b>240,586</b>	<b>162,586</b>
<b>Net Assets</b>		<b>17,084,287</b>	<b>15,596,430</b>
<b>Shareholder's Equity</b>			
Share capital	13	100,000	100,000
Public Trustee Office reserve	13	4,567,743	4,583,342
Other reserve	13	6,287,691	5,983,778
Asset revaluation reserve	13	899,404	351,220
Retained earnings		5,229,449	4,578,090
<b>Total Shareholder's Equity</b>		<b>17,084,287</b>	<b>15,596,430</b>

*The accompanying notes form an integral part of this statement of financial position.*

For and on behalf of the Board and in accordance with a resolution of the Directors.

  
Chairman

  
Director

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**STATEMENT OF CHANGES IN EQUITY**  
**AS AT 31 DECEMBER 2019**

	Share Capital <sup>1</sup>	Share Premium Reserve	Public Trustee Office Reserve	Asset Revaluation Reserve	Other Reserve	Retained Earnings	Total
Balance 1 January 2017	\$ 2	\$ 99,998	\$ 4,583,342	\$ 578,326	\$ 5,983,778	\$ 3,475,419	\$ 14,720,865
Transfer from share premium reserve	99,998	-	-	-	-	-	99,998
Transfer to share capital	-	(99,998)	-	(227,106)	-	-	(99,998)
Effect of IFRS 9 impact – transfer to retained earnings	-	-	-	-	-	227,106	-
Adjusted balance at 1 January 2017	100,000	-	4,583,342	351,220	5,983,778	3,702,525	14,720,865
<b>Total comprehensive income for the year</b>	-	-	-	-	-	-	-
Net profit after tax for the year	-	-	-	-	-	875,565	875,565
Other comprehensive income	-	-	-	-	-	-	-
Total comprehensive income for the year	-	-	-	-	-	875,565	875,565
Balance at 31 December 2018	100,000	-	4,583,342	351,220	5,983,778	4,578,090	15,596,430
Balance at 1 January 2019	100,000	-	4,583,342	351,220	5,983,778	4,578,090	15,596,430
Effect of adoption of IFRS 16 Leases <sup>2</sup>	-	-	-	-	-	(1,027)	(1,027)
Adjusted balance at 1 January 2019	100,000	-	4,583,342	351,220	5,983,778	4,577,063	15,595,403
<b>Total comprehensive income for the year</b>	-	-	-	-	-	-	-
Net profit after tax for the year	-	-	-	-	-	652,386	652,386
Other comprehensive income	-	-	-	548,184	-	-	548,184
Total comprehensive income for the year	-	-	-	548,184	-	652,386	1,200,570
<b>Transactions with owners of the Corporation</b>	-	-	-	-	-	-	-
<b>Contributions and distributions</b>	-	-	-	-	-	-	-
Dividend payable to owners of the Corporation	-	-	-	-	-	-	-
<b>Total contributions and distributions</b>	-	-	-	-	-	-	-
Payment on Public Trustee Office (PTO) debts/cases	-	-	(15,599)	-	-	-	(15,599)
Adjustments	-	-	-	-	303,913	-	303,913
<b>Balance at 31 December 2019</b>	<b>100,000</b>	<b>-</b>	<b>4,567,743</b>	<b>899,404</b>	<b>6,287,691</b>	<b>5,229,449</b>	<b>17,084,287</b>

The accompanying notes form an integral part of this statement of changes in equity.

<sup>1</sup> See Note 13

<sup>2</sup> See Note 2(b)

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 \$	2018 \$
<b>Operating activities</b>			
Receipts from customers		1,083,365	792,922
Payments to suppliers and employees		(590,896)	(1,435,854)
Interest received		529,319	501,001
Income taxes paid		(74,730)	(48,135)
<b>Net cash from/(used in) operating activities</b>	15	<b>947,058</b>	<b>(190,066)</b>
<b>Investing activities</b>			
Acquisition of property, plant and equipment		(141,292)	(101,583)
Acquisition of software and hardware		(134,426)	-
Proceeds from investments		(503,853)	600,000
<b>Net cash (used in)/from investing activities</b>		<b>(779,571)</b>	<b>498,417</b>
<b>Financing activities</b>			
Dividends paid		-	(500,000)
Transfer from Trusts & Estates provisions		303,913	-
Payment of principal portion of lease liabilities		(15,312)	-
Recovery/(Payment) on PTO debts/cases		(15,599)	-
<b>Net cash used in financing activities</b>		<b>273,002</b>	<b>(500,000)</b>
Net increase/(decrease) in cash		440,489	(191,649)
Cash at the beginning of the year		265,097	456,747
Cash at the end of the year	5	<b>705,586</b>	<b>265,097</b>

*The accompanying notes form an integral part of this statement of cash flows.*

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**1. Corporate Information**

Fiji Public Trustee Corporation Pte Limited is a limited liability company incorporated and domiciled in Fiji. These financial statements were authorised for issue by the Directors on 8 March 2021.

The principal activities of the Corporation are described in Note 21.

**2. Statement of Significant Accounting Policies**

Set out below is a summary of the significant accounting policies adopted by the Corporation in the preparation of the financial statements. These policies have been consistently applied to all the years presented, unless otherwise stated.

*Statement of Compliance*

The financial statements have been prepared in accordance with the Companies Act, 2015 and International Financial Reporting Standards ("IFRS") prescribed by the International Accounting Standards Board ("IASB").

**(a) Basis of Preparation**

These financial statements have been prepared under historical cost accounting and do not take into account changing money values or current valuations of non-current assets unless otherwise stated. The financial report is presented in Fiji dollars, which is the Corporation's functional currency, rounded to the nearest dollar.

**(b) Changes in Accounting Policy and Disclosures**

New and amended standards and interpretations

The Corporation applied IFRS 16 *Leases* for the first time. The nature and effect of the changes as a result of adoption of this new accounting standard is described below.

Several other amendments and interpretations apply for the first time in 2019, but do not have an impact on the financial statements of the Corporation. The Corporation has not early adopted any standards, interpretations or amendments that have been issued but are not yet effective.

**IFRS 16 Leases**

IFRS 16 supersedes IAS 17 *Leases*, International Financial Reporting Interpretations Committee (IFRIC 4 *Determining whether an Arrangement contains a Lease*, SIC-15 *Operating Leases-Incentives* and SIC-27 *Evaluating the Substance of Transactions Involving the Legal Form of a Lease*). The standard sets out the principles for the recognition, measurement, presentation and disclosure of leases and requires lessees to recognise most leases on the balance sheet.

Lessor accounting under IFRS 16 is substantially unchanged from IAS 17. Lessors will continue to classify leases as either operating or finance leases using similar principles as in IAS 17. Therefore, IFRS 16 does not have an impact for leases where the Corporation is the lessor.

The Corporation adopted IFRS 16 using the modified retrospective method of adoption with the date of initial application of 1 January 2019. Under this method, the standard is applied retrospectively with the cumulative effect of initially applying the standard recognised at the date of initial application. The Corporation elected to use the transition practical expedient to not reassess whether a contract is, or contains a lease at 1 January 2019. Instead, the Corporation applied the standard only to contracts that were previously identified as leases applying IAS 17 and IFRIC 4 at the date of initial application.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**2. Statement of Significant Accounting Policies (cont'd)**

**(b) Changes in Accounting Policy and Disclosures (cont'd)**

**IFRS 16 Leases (cont'd)**

The effect of adoption IFRS 16 as at 1 January 2019 (increase/ (decrease)) is, as follows:

	2019 \$
<b>Assets</b>	
Right-of-use assets	25,460
Total assets	<u>25,460</u>
<b>Liabilities</b>	
Lease liabilities	26,487
Total liabilities	<u>26,487</u>
<b>Total adjustment on equity</b>	
Retained earnings	<u>(1,027)</u>
	<u>(1,027)</u>

The Corporation has lease contracts for office spaces in Labasa and Lautoka. Before the adoption of IFRS 16, the Corporation classified each of its leases (as lessee) at the inception date as either a finance lease or an operating lease. Refer to Note 2(i) Leases for the accounting policy prior to 1 January 2019.

Upon adoption of IFRS 16, the Corporation applied a single recognition and measurement approach for all leases except for short-term leases and leases of low-value assets. The standard provides specific transition requirements and practical expedients, which have been applied by the Corporation.

• **Leases previously classified as finance leases**

The Corporation did not change the initial carrying amounts of recognised assets and liabilities at the date of initial application for leases previously classified as finance leases (i.e., the right-of-use assets and lease liabilities equal the lease assets and liabilities recognised under IAS 17). The requirements of IFRS 16 were applied to these leases from 1 January 2019.

• **Leases previously accounted for as operating leases**

The Corporation recognised right-of-use assets ("ROU assets") and lease liabilities for those leases previously classified as operating leases, except for short-term leases and leases of low-value assets. The ROU assets for most leases were recognised based on the carrying amount as if the standard had always been applied, apart from the use of incremental borrowing rate at the date of initial application. In some leases, the ROU assets were recognised based on the amount equal to the lease liabilities, adjusted for any related prepaid and accrued lease payments previously recognised. Lease liabilities were recognised based on the present value of the remaining lease payments, discounted using the incremental borrowing rate at the date of initial application.

The Corporation also applied the available practical expedients wherein it:

- Used a single discount rate to a portfolio of leases with reasonably similar characteristics;
- Relied on its assessment of whether leases are onerous immediately before the date of initial application;

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**2. Statement of Significant Accounting Policies (cont'd)**

**(b) Changes in Accounting Policy and Disclosures (cont'd)**

**IFRS 16 Leases (cont'd)**

**• Leases previously accounted for as operating leases (cont'd)**

- Applied the short-term leases exemptions to leases with lease term that ends within 12 months of the date of initial application;
- Excluded the initial direct costs from the measurement of the ROU asset at the date of initial application; and
- Used hindsight in determining the lease term where the contract contained options to extend or terminate the lease.

Based on the above, as at 1 January 2019:

- ROU assets of \$25,460 were recognised and presented separately in the statement of financial position.
- Lease liabilities of \$26,487 were recognised and presented separately in the statement of financial position.
- The net effect of these adjustments amounting to \$1,027 had been adjusted to retained earnings.

The lease liabilities as at 1 January 2019 can be reconciled to the operating lease commitments as of 31 December 2018, as follows:

	<b>\$</b>
Operating lease commitments as at 31 December 2018	27,523
Weighted average incremental borrowing rate as at 1 January 2019	6.15%
Discounted operating lease commitments as at 1 January 2019	26,487
<b>Lease liabilities as at 1 January 2019</b>	<b>26,487</b>

**Standards issued but not yet effective**

The new and amended standards and interpretations that are issued, but not yet effective, up to the date of issuance of the Corporation's financial statements include:

- an amendment to IFRS 3 Business Combination on the definition of a business; and
- amendments to IAS 1 and IAS 8 in the definition of "material" to ensure the definition is aligned across the standards.

The Corporation intends to adopt these amendments when they become effective. The amendments will not have any material impact on the Corporation.

**(c) Significant Accounting Judgments, Estimates and Assumptions**

***Judgments***

In the process of applying the Corporation's accounting policies, management has made the following judgments, apart from those involving estimations, which has most significant effect on the amounts recognised in the financial statements:

## 2. Statement of Significant Accounting Policies (cont'd)

### (c) Significant Accounting Judgments, Estimates and Assumptions (cont'd)

#### **Operating Lease Commitments**

The Corporation has entered in commercial property leases. The Corporation has determined based on an evaluation of the terms and conditions of the arrangements, that it does not retain all the significant risks and rewards of ownership of the property and so accounts for the contracts as operating leases.

#### **Application of IFRS 16 – Leases**

The application of IFRS 16 requires the Corporation to make judgements and estimates that affect the measurement of ROU assets and liabilities. In determining the lease term, management must consider all facts and circumstances that create an economic incentive to exercise renewal options (or not exercise termination options). Assessing whether a contract includes a lease also requires judgement. Estimates are required to determine the appropriate discount rate used to measure liabilities.

#### **Estimations and Key Assumptions**

The key assumptions concerning the future and other key sources of estimation uncertain at balance date, that have a significant risk of causing of a material adjustment to the carrying amount of assets and liabilities within the next financial year are discussed below.

#### **Impairment of Non-financial Assets**

The Corporation assesses whether there are any indicators of impairment for all non-financial assets at each reporting date. Non-financial assets are tested for impairment when there are indicators that the carrying amounts may not be recoverable.

#### **Expected Credit Loss**

The adoption of IFRS 9 has fundamentally changed the Corporation's accounting for impairment losses for financial assets by replacing IAS 39's incurred loss approach with a forward-looking expected credit loss (ECL) approach. IFRS 9 requires the Corporation to recognise an allowance for ECLs for all debt instruments not held at fair value through profit or loss and contract assets.

### (d) Taxes

#### **Current Income Tax**

Current income tax assets and liabilities for the current and prior period are measured at the amount expected to be recovered from or paid to the taxation authorities. The tax rates and tax laws used to compute the amount are those that are enacted or substantively enacted by the balance sheet date.

Current income tax relating to items recognised directly in equity is recognised in equity and not in profit or loss.

#### **Deferred Income Tax**

Deferred income tax is provided using the balance sheet method on temporary differences at the balance date between the tax bases of assets and liabilities and their carrying amounts for financial reporting purposes.

Deferred income tax liabilities are recognised for all taxable temporary differences, except:

- where the deferred income tax liability arises from goodwill amortisation or the initial recognition of an asset or liability in a transaction that is not a business combination and, at the time of the transaction, affects neither the accounting profit nor taxable profit or loss; and

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2. Statement of Significant Accounting Policies (cont'd)**

**(d) Taxes (cont'd)**

- in respect of taxable temporary differences associated with investments in subsidiaries, associates and interest in joint ventures, except where the timing of the reversal of temporary difference can be controlled and it is probable that the temporary difference will not reverse in the foreseeable future.

Deferred income tax assets are recognised for all deductible temporary differences, carry forward of unused tax losses, to the extent that it is probable that taxable profit will be available against which the deductible temporary differences, and the carry forward of unused tax credits and unused tax losses can be utilised except:

- Where the deferred tax asset relating to the deductible temporary difference arises from the initial recognition of an asset or liability in a transaction that is not a business combination and, at the time of the transaction, affects neither the accounting profit nor taxable profit or loss; and
- In respect of deductible temporary differences associated with investments in subsidiaries, associates and interests in joint ventures, deferred tax assets are recognised only to the extent that it is probable that the temporary differences will reverse in the foreseeable future and taxable profit will be available against which the temporary differences can be utilised.

The carrying amount of deferred income tax assets is reviewed at each balance date and reduced to the extent that it is no longer probable that sufficient taxable profit will be available to allow all or part of the deferred income tax asset to be utilised. Unrecognised deferred income tax assets are reassessed at each balance sheet date and are recognised to the extent that it has become probable that future taxable profit will allow the deferred tax asset to be recovered.

Deferred income tax assets and liabilities are measured at the tax rates that are expected to apply to the year when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at the balance sheet date. Deferred income tax relating to items recognised directly in equity is recognised in equity and not in the income statement. Deferred income tax assets and deferred income tax liabilities are offset, if a legally enforceable right exists to set off current tax assets against current tax liabilities and the deferred income taxes relate to the same taxable entity and the same taxation authority.

**Value Added Tax**

Revenue, expenses and assets are recognised net of the amount of Value Added Tax except:

- Where the sales tax incurred on a purchase of assets or services is not recoverable from the taxation authority, in which case the sales tax recognised as part of the acquisition of the asset or as part of the expense item applicable; and
- Receivables and payables are stated with the amount of sales tax included.

**(e) Property, plant and equipment**

Land and building for the Headquarters situated at Lot 83-85 Amy Street, Toorak, Suva, Fiji are stated based on the purchase price plus cost of renovation plus increases arising on revaluation and a straight-line method of depreciation is used for the same. The land and building will be valued every three years to recognise the market value.

Subsequent to initial recognition, increases in the carrying amount arising on revaluation are credited to other comprehensive income in the statement of comprehensive income and recorded as revaluation reserve in the shareholder's equity. Any decreases will offset previous increases of the same asset and will be charged against other comprehensive income and revaluation reserves in equity; all other decreases are charged as an expense in the statements of comprehensive income.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2. Statement of Significant Accounting Policies (cont'd)**

**(e) Property, plant and equipment (cont'd)**

All other plant and equipment are stated as cost less accumulated depreciation and accumulated impaired losses. Such costs include the cost of replacing part of the property, plant and equipment when that cost is incurred, if the recognition criteria are met. Likewise, when a major inspection is performed, its cost is recognised in the carrying amount of plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognised in the profit or loss as incurred.

Items of plant and equipment transferred from the former Public Trustee Office have been fully depreciated. Depreciation is calculated on a straight-line method basis so as to write off the net cost of property, plant and equipment during its expected useful life.

Plant and machinery	-	12.5%
Motor vehicle	-	25%
Furniture and fittings	-	12.5%
Computers	-	25%
Building and improvements	-	1.25%

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognising of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is recognised.

The residual values of assets, useful lives and methods of depreciation are reviewed, and adjusted if appropriate, at each financial year-end.

**(f) Inventories**

The Corporation does not have any major inventories apart from stationeries and marketing merchandise which have been accounted as expenses. Any item meeting the recognised criteria to be classified as inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business, less estimated costs of completion and the estimated costs necessary to make the sale.

**(g) Financial Assets**

The Corporation determines the classification of its financial assets on initial recognition and, where allowed and appropriate, re-evaluates the designation at each financial year end. The Corporation's financial assets include cash and short-term deposits, trade and other receivables, loan and other receivables and quoted and unquoted financial instruments.

For purposes of subsequent measurement, financial assets are classified in four categories:

- Financial assets at amortised cost (debt instruments);
- Financial assets at fair value through Other Comprehensive Income (OCI) with recycling of cumulative gains and losses (debt instruments);
- Financial assets designated at fair value through OCI with no recycling of cumulative gains and losses upon derecognition (equity instruments); and
- Financial assets at fair value through profit or loss.

## 2. Statement of Significant Accounting Policies (cont'd)

### (g) Financial Assets (cont'd)

The subsequent measurement of financial assets depends on their classification as follows:

#### ***Financial assets at amortised cost (debt instruments)***

This category is the most relevant to the Corporation. The Corporation measures financial assets at amortised cost if both of the following conditions are met:

- The financial asset is held within a business model with the objective to hold financial assets in order to collect contractual cash flows; and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding

Financial assets at amortised cost are subsequently measured using the effective interest (EIR) method and are subject to impairment. Gains and losses are recognised in profit or loss when the asset is derecognised, modified or impaired. The Corporation's financial assets at amortised cost includes trade receivables and term deposits.

#### ***Financial assets at fair value through OCI (debt instruments)***

The Corporation measures debt instruments at fair value through OCI if both of the following conditions are met:

- The financial asset is held within a business model with the objective of both holding to collect contractual cash flows and selling; and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

For debt instruments at fair value through OCI, interest income, foreign exchange revaluation and impairment losses or reversals are recognised in the statement of profit or loss and computed in the same manner as for financial assets measured at amortised cost. The remaining fair value changes are recognised in OCI. Upon derecognition, the cumulative fair value change recognised in OCI is recycled to profit or loss. The Corporation's debt instruments at fair value through OCI includes investments in quoted debt instruments included under other non-current financial assets.

Upon initial recognition, the Corporation can elect to classify irrevocably its equity investments as equity instruments designated at fair value through OCI when they meet the definition of equity under IAS 32 Financial Instruments: Presentation and are not held for trading. The classification is determined on an instrument-by-instrument basis.

Gains and losses on these financial assets are never recycled to profit or loss. Dividends are recognised as other income in the statement of profit or loss when the right of payment has been established, except when the Corporation benefits from such proceeds as a recovery of part of the cost of the financial asset, in which case, such gains are recorded in OCI. Equity instruments designated at fair value through OCI are not subject to impairment assessment.

The Corporation elected to classify irrevocably its non-listed equity investments under this category.

## 2. Statement of Significant Accounting Policies (cont'd)

### (g) Financial Assets (cont'd)

#### ***Financial assets at fair value through profit or loss***

Financial assets at fair value through profit or loss include financial assets held for trading, financial assets designated upon initial recognition at fair value through profit or loss, or financial assets mandatorily required to be measured at fair value. Financial assets are classified as held for trading if they are acquired for the purpose of selling or repurchasing in the near term. Derivatives, including separated embedded derivatives, are also classified as held for trading unless they are designated as effective hedging instruments. Financial assets with cash flows that are not solely payments of principal and interest are classified and measured at fair value through profit or loss, irrespective of the business model. Notwithstanding the criteria for debt instruments to be classified at amortised cost or at fair value through OCI, as described above, debt instruments may be designated at fair value through profit or loss on initial recognition if doing so eliminates, or significantly reduces, an accounting mismatch.

Financial assets at fair value through profit or loss are carried in the statement of financial position at fair value with net changes in fair value recognised in the statement of profit or loss.

This category includes derivative instruments and listed equity investments which the Corporation had not irrevocably elected to classify at fair value through OCI. Dividends on listed equity investments are also recognised as other income in the statement of profit or loss when the right of payment has been established.

#### ***Impairment of financial assets***

Aside from this note, other disclosures relating to impairment of financial assets (trade receivables) are included in Note 8.

The Corporation recognises an allowance for expected credit losses (ECLs) for all debt instruments not held at fair value through profit or loss. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Corporation expects to receive, discounted at an approximation of the original effective interest rate. The expected cash flows will include cash flows from the sale of collateral held or other credit enhancements that are integral to the contractual terms.

For trade receivables and contract assets, the Corporation applies a simplified approach in calculating ECLs.

### (h) Financial Liabilities

Financial liabilities within the scope of IAS 39 are classified as financial liabilities at fair value through profit or loss and borrowings. The Corporation determines the classification of its financial liabilities at initial recognition. Financial liabilities are recognised initially at fair value and in the case of loans and borrowings, directly attributable transaction costs. The Corporation's financial liabilities include trade and other payables and loans and borrowings.

#### ***Subsequent measurement***

The measurement of financial liabilities depends on their classification as follows:

#### ***Financial liabilities at fair value through profit or loss***

Financial liabilities at fair value through profit or loss includes financial liabilities held for trading and financial liabilities designated upon initial recognition as at fair value through profit or loss.

Financial liabilities are classified as held for trading if they are acquired for the purpose of selling in the near term. Gains and losses on liabilities held for trading are recognised in the profit or loss. The Corporation has not designated any financial liabilities as at fair value through profit or loss.

## 2. Statement of Significant Accounting Policies (cont'd)

### (h) Financial Liabilities (cont'd)

#### **Loans and borrowings**

After initial recognition, interest bearing loans and borrowings are subsequently measured at amortised cost using the effective interest rate method. Gains and losses are recognised in the profit or loss when the liabilities are derecognised as well as through the amortisation process.

#### **Offsetting of financial instruments**

Financial assets and financial liabilities are offset, and the net amount reported in the balance sheet if, and only if, there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously.

#### **Fair value of financial instruments**

The fair value of financial instruments that are actively traded in organised financial markets is determined by reference to quoted market bid prices at the close of business on the balance sheet date. For financial instruments where there is no active market, fair value is determined using valuation techniques. Such techniques may include using recent arm's length market transactions; reference to the current fair value of another instrument that is substantially the same, discounted cash flow analysis or other valuation models.

#### **Amortised cost of financial instruments**

Amortised cost is computed using the effective interest method less any allowance for impairment and principal repayment or reduction. The calculation takes into account any premium or discount on acquisition and includes transaction costs and fees that are an integral part of the effective interest rate.

### (i) Leases

#### **Policy applicable from 1 January 2019**

The Corporation assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

#### *Corporation as a lessee*

The Corporation applies a single recognition and measurement approach for all leases, except for short-term leases and leases of low-value assets. The Corporation recognises lease liabilities to make lease payments and ROU assets representing the right to use the underlying assets.

#### *i) Right-of-use assets*

The Corporation recognises ROU assets at the commencement date of the lease (i.e. the date the underlying asset is available for use). ROU assets are measured at cost, less any accumulated depreciation and impairment losses, and adjusted for any re-measurement of lease liabilities. The cost of ROU assets includes the amount of lease liabilities recognised, initial direct costs incurred, and lease payments made at or before the commencement date less any lease incentives received. ROU assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

Office space	-	3%
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If ownership of the leased asset transfers to the Corporation at the end of the lease term or the cost reflects the exercise of a purchase option, depreciation is calculated using the estimated useful life of the asset.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2. Statement of Significant Accounting Policies (cont'd)**

**(i) Leases (cont'd)**

**Policy applicable from 1 January 2019 (cont'd)**

The ROU assets are also subject to impairment. Refer to the accounting policies in Note 2(k) Impairment of non-financial assets.

*ii) Lease liabilities*

At the commencement date of the lease, the Corporation recognises lease liabilities measured at the present value of lease payments to be made over the lease term. The lease payments include fixed payments (including in substance fixed payments) less any lease incentives receivable, variable lease payments that depend on an index or a rate, and amounts expected to be paid under residual value guarantees. The lease payments also include the exercise price of a purchase option reasonably certain to be exercised by the Corporation and payments of penalties for terminating the lease, if the lease term reflects the Corporation exercising the option to terminate. Variable lease payments that do not depend on an index or a rate are recognised as expenses (unless they are incurred to produce inventories) in the period in which the event or condition that triggers the payment occurs.

In calculating the present value of lease payments, the Corporation uses its incremental borrowing rate at the lease commencement date because the interest rate implicit in the lease is not readily determinable. After the commencement date, the amount of lease liabilities is increased to reflect the accretion of interest and reduced for the lease payments made. In addition, the carrying amount of lease liabilities is re-measured if there is a modification, a change in the lease term, a change in the lease payments (e.g. changes to future payments resulting from a change in an index or rate used to determine such lease payments) or a change in the assessment of an option to purchase the underlying asset.

The Corporation's lease liabilities are included in Note 16 Leases.

*iii) Short-term leases and leases of low-value assets*

The Corporation applies the short-term lease recognition exemption to its short-term leases (i.e. those leases that have a lease term of 12 months or less from the commencement date and do not contain a purchase option). It also applies the lease of low-value assets recognition exemption to leases of office equipment that are considered to be low value. Lease payments on short-term leases and leases of low value assets are recognised as expense on a straight-line basis over the lease term.

**Policy applicable before 1 January 2019**

The determination of whether an arrangement is, or contains a lease is based on the substance of the arrangement at inception date: whether fulfillment of the arrangement is dependent on the use of a specific asset or assets or the arrangement conveys a right to use the asset.

Operating lease payments are recognised as an expense in the profit or loss on a straight-line basis over the lease term.

Finance leases, which transfer to the Corporation substantially all the risks and benefits incidental to ownership of the leased item, are capitalised at the commencement of the lease at the fair value of the leased property or, if lower, at the present value of the minimum lease payments. Lease payments are apportioned between finance charges and reduction of the lease liability so as to achieve a constant rate of interest on the remaining balance of the liability. Finance charges are recognised in the profit or loss.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2. Statement of Significant Accounting Policies (cont'd)**

**(i) Leases (cont'd)**

**Policy applicable from 1 January 2019 (cont'd)**

The Corporation's lease liabilities are included in Note 16 Leases.

*iii) Short-term leases and leases of low-value assets (cont'd)*

Leased assets are depreciated over the useful life of the asset. However, if there is no reasonable certainty that the Corporation will obtain ownership by the end of the lease term, the asset is depreciated over the shorter of the estimated useful life of the asset and the lease term.

**(j) Intangible Assets**

Intangible assets acquired separately are measured on initial recognition at cost. Following initial recognition, intangible assets are carried at cost less any accumulated amortisation and any accumulated impairment losses. The useful lives of intangible assets are assessed as finite.

Intangible assets with finite lives are amortised over the economic life and assessed for impairment whenever there is an indication that the intangible asset may be impaired. The amortisation period and the amortisation method for an intangible asset with a finite useful life is reviewed at least at each financial year end. Changes in the expected useful life or the expected pattern of consumption of future economic benefits embodied in the asset is accounted for by changing the amortisation period or method, as appropriate, and are treated as changes in accounting estimates. The amortisation expense on intangible assets with finite lives is recorded in the in the profit or loss in the expense category consistent with the function of the intangible asset.

**(k) Impairment of Non-financial Assets**

The Corporation assess at each reporting date whether there is an indication that an asset may be impaired. If any indication exists, or when annual impairment testing for an asset is required, the Corporation estimates the asset's recoverable amount. An asset's recoverable amount is the higher of an asset's or cash-generating units (CGU) fair value less costs to sell and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets or groups of assets. Where the carrying amount of an asset or CGU exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. In determining fair value less costs to sell, an appropriate valuation model is used. These valuations are corroborated by valuation multiples, quoted share prices for publicly traded subsidiaries or other available fair value indicators.

**(l) Provisions**

Provisions are recognised when the Corporation has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation. Where the Corporation expects some or all of a provision to be reimbursed, for example under an insurance contract, the reimbursement is recognised as a separate asset but only when the reimbursement is virtually certain. The expense relating to any provision is presented in the income statement net of any reimbursement.

If the effect of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects, where appropriate, the risks specific to the liability. Where the discounting is used, the increase in the provision due to the passage of time is recognised as a finance cost.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**2. Statement of Significant Accounting Policies (cont'd)**

**(m) Revenue Recognition**

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Corporation and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received, excluding discounts, rebates and sales tax or duty.

The following specific recognition criteria must also be met before revenue is recognised:

***Fees and charges***

The Corporation charges fees and other charges in accordance with Part 7 of the Fiji Public Trustee Corporation Act 2006. Management and administration fees are charged on a monthly basis while other fees and charges are accrued when the service is rendered.

***Interest income***

Revenue is recognised as interest accrues (using the effective interest method). Interest income is included in other income in the profit or loss.

***Dividends***

Revenue is recognised when the Corporation's right to receive payment is established.

**(n) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less. For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above.

**(o) Employee Benefits**

Liabilities for wages, salaries and annual leave are recognised and measured as the undiscounted amount unpaid as at the reporting date at current pay rates in respect of present obligations for employee services provided up to that date. A provision is recognised for the amount expected to be paid under a bonus plan in respect of past services provided by employees, there is a legal or constructive obligation to pay this amount, and the obligation can be measured reliably.

Liabilities for other employee entitlements, which are not expected to be paid or settled within twelve months of reporting date, are accrued in respect of all employees at the present value of future amounts expected to be paid.

**(p) Comparatives**

Where necessary, comparative figures have been adjusted to conform to changes in presentation in the current year.

FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED  
 NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)  
 FOR THE YEAR ENDED 31 DECEMBER 2019

	2019	2018
	\$	\$
<b>3. Revenue</b>		
<u>Fees</u>		
Acceptance fees	123,015	59,466
Distribution fees	152,699	120,654
Income fees	56,030	51,379
Investment fees	432,604	456,779
Legal fees	9,563	3,015
Service fees	242,736	259,889
<b>Fee Revenue</b>	<b>1,016,647</b>	<b>951,182</b>
<u>Other Income</u>		
Gain on disposal of property, plant and equipment	-	54,222
Net change in fair value of equity instruments	367,955	450,709
Rental income	24,487	22,770
Other income	(3,865)	-
Training grant	2,480	1,271
<b>Other Income</b>	<b>391,057</b>	<b>528,972</b>
<b>4. Expenditure</b>		
<b>General and Administration Expenses</b>		
Audit fees	37,118	15,406
Professional/legal fees	1,455	1,692
Depreciation on property, plant and equipment	97,872	81,136
Depreciation of right-of-use assets	15,177	-
Directors' remuneration	37,150	29,500
Operating lease rentals - office	-	13,095
Other operating expenses	152,557	110,882
	<b>341,329</b>	<b>251,711</b>
<b>Staff and Employee Costs</b>		
Wages and salaries	685,882	563,677
Superannuation	68,692	57,192
Fiji National University levy	7,189	6,065
Training	38,948	40,560
Other costs	50,618	55,239
	<b>851,329</b>	<b>722,733</b>
<b>5. Cash and Cash Equivalents</b>		
Cash at bank	<b>705,586</b>	<b>265,097</b>

Cash at bank earns interest at floating rates based on daily deposit rates of 2.75%.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019 \$	2018 \$
<b>6. Income Tax</b>		
The major components of income tax expense for the years ended 31 December 2019 and 2018 are:		
<b>Income tax expense</b>		
Current income tax charge	31,133	89,367
A reconciliation between tax expense and the product of accounting profit multiplied by the prima facie tax rate for the years ended 31 December 2019 and 2018 are:		
Accounting profit before income tax	683,519	964,932
Add/(deduct)		
Exempt income	(474,738)	(546,692)
50% FNPf employer's contribution	-	28,596
200% First time employees	(30,826)	-
150% Employee development	(9,858)	-
150% Family care leave	(13,871)	-
(Over)/under provision in prior years	1,439	-
Chargeable Income	155,665	446,836
Prima facie tax payable at 20% (2018:20%)	31,133	89,367
<b>Deferred Income Tax Assets</b>		
<i>Deferred income tax at 31 December relates to the following:</i>		
Provisions	2,365	2,358
Net deferred income tax	2,365	2,358
<b>7. Other Current Assets</b>		
Prepayments and deposits	19,555	12,856
Resident interest withholding taxes and others	93,371	61,800
Other receivable from trust	-	2,710
Income tax receivable	18,749	-
Accrued income	51,426	544,878
	<b>183,101</b>	<b>622,244</b>
<b>8. Trade and Other Receivables</b>		
Fees and VAT receivable from Trust and Estates	509,726	548,152
Interest receivable	148,957	157,015
Grant claimable	2,481	-
Other receivables	790	404
	<b>661,954</b>	<b>705,571</b>

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019	2018
	\$	\$
<b>9. Financial Assets</b>		
<u>Non-current</u>		
Debt instruments		
- Term deposits	3,300,000	3,300,060
- Government Bonds	200,000	-
- Receivable from Trust and Estates	6,287,691	5,983,778
Equity instruments		
- Managed funds	3,345,769	2,977,814
	<b>13,133,460</b>	<b>12,261,652</b>

Surplus of assets over liabilities arising from the assumption of assets and liabilities of the former Office of the Public Trustee was transferred to the Corporation on establishment. In 2017, upon the review of the provisions in Trust it was assessed that the provision for investment impairment and part of the provision for trust claims be withdrawn, which was part of the surplus funds from establishment. The balance is the retained earnings placed with financial institutions in interest-bearing term deposit and balance is cash at bank.

**10. Property, Plant and Equipment**

**Land and Building**

Cost at the beginning of the year	1,834,503	1,834,503
Additions during the year	42,181	-
Fair value movements	548,184	-
Cost at 31 December	<u>2,424,868</u>	<u>1,834,503</u>

**Depreciation and impairment**

Accumulated balance at beginning of the year	123,140	100,370
Depreciation charge for the year (1.25%)	23,413	22,770
Accumulated balance at 31 December	<u>146,553</u>	<u>123,140</u>

**Net book value – Land and Building**

**2,278,315      1,711,363**

**Furniture and Fittings**

Cost at beginning of the year	110,387	72,347
Additions during the year	5,262	44,000
Disposals during the year	-	(5,960)
Cost at 31 December	<u>115,649</u>	<u>110,387</u>

**Depreciation and impairment**

Accumulated balance at beginning of the year	53,872	51,819
Depreciation charge for the year	10,752	6,969
Disposals during the year	-	(4,916)
Accumulated balance at 31 December	<u>64,624</u>	<u>53,872</u>

**Net book value – Furniture and Fittings**

**51,025      56,515**

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019 \$	2018 \$
<b>10. Property, Plant and Equipment (cont'd)</b>		
<b>Office Equipment</b>		
Cost at the beginning of the year	188,325	206,839
Additions during the year	61,725	23,061
Disposals during the year	-	(41,575)
Cost at 31 December	<u>250,050</u>	<u>188,325</u>
<b>Depreciation and impairment</b>		
Accumulated balance at beginning of the year	108,768	113,599
Depreciation charge for the year	39,271	36,167
Disposals/adjustments during the year	-	(40,998)
Accumulated balance at 31 December	<u>148,039</u>	<u>108,768</u>
<b>Net book value – Office Equipment</b>	<u><b>102,011</b></u>	<u><b>79,557</b></u>
<b>Motor Vehicles</b>		
Cost at beginning of the year	65,591	68,890
Additions during the year	32,116	65,596
Disposals during the year	-	(68,895)
Cost at 31 December	<u>97,707</u>	<u>65,591</u>
<b>Depreciation and impairment</b>		
Accumulated balance at beginning of the year	10,932	37,111
Depreciation charge for the year	24,428	15,066
Disposals/adjustments during the year	-	(41,245)
Accumulated balance at 31 December	<u>35,360</u>	<u>10,932</u>
<b>Net book value – Motor Vehicles</b>	<u><b>62,347</b></u>	<u><b>54,659</b></u>
<b>Net Written Down Value</b>	<u><b>2,493,698</b></u>	<u><b>1,902,094</b></u>

The Corporation's headquarters at Lot 83-85 Amy Street, Toorak, Suva was revalued based on an independent valuation by Professional Valuations Pte Limited on 29 January 2020. The valuation resulted in an increase in the other comprehensive income and land and building by \$548,184.

**11. Intangible Assets**

<b>Computer Software</b>		
Cost at beginning of the year	99,035	99,035
Acquisitions	134,426	
Cost at 31 December	<u>233,461</u>	<u>99,035</u>
<b>Amortisation and impairment</b>		
Accumulated amortization at beginning of the year	99,035	99,035
Accumulated balance at 31 December	<u>99,035</u>	<u>99,035</u>
<b>Net book value – Computer Software</b>	<u><b>134,426</b></u>	<u>-</u>
<b>Net book value – Intangible Assets</b>	<u><b>134,426</b></u>	<u>-</u>

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**11. Intangible assets (cont'd)**

On 5 September 2019, the Corporation signed a partnership agreement with Telecom Fiji Ltd (TFL) for the implementation of the document management system. The contractual commitment with TFL amounts to \$77,926. The Corporation also engaged Paradigm Shift South Pacific Pte Limited (PSSPL) on 2 April 2019 to assist in implementation DMS. The contractual commitment with PSSPL amounts to \$56,500.

	2019 \$	2018 \$
<b>12. Trade, Other Payables and Provisions</b>		
<b>Current</b>		
Trade payables and accruals	216,181	107,205
<b>Provisions</b>		
<b>Provision for Employee Entitlements</b>		
Balance at beginning of the year	11,791	13,051
Arising during the year	4,514	3,389
Amounts utilised/(paid)	(3,075)	(4,649)
Balance at the end of the year	13,230	11,791
<b>Trade, Other Payables and Provisions</b>	<b>229,411</b>	<b>118,996</b>
<b>Non-current</b>		
<b>Provision for Income Tax</b>		
Balance at the beginning of the year	43,590	-
Current income tax charge	31,133	89,115
Under-provision from prior year	7	2,610
Amount paid	(74,730)	(48,135)
Balance at the end of the year	-	43,590
<b>13. Capital</b>		
Share capital	2	2
Contributed capital	99,998	99,998
	<b>100,000</b>	<b>100,000</b>

The Corporation's capital comprises of ordinary shares only and these carry the same rights, references and restrictions. Under the provisions of s194 and s735 of the Fiji Companies Act 2015, the authorised capital concept has been abolished. In addition, under the provisions of s196 (a) and 737 of the same, the Share Premium Reserve has been reclassified as part of the Corporation's capital representing the owner's contributed capital to establish the Corporation.

**Reserves**

Public Trustee Office reserve	4,583,342	4,583,342
Payment on PTO debts/cases	(15,599)	-
	<b>4,567,743</b>	<b>4,583,342</b>

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019	2018
	\$	\$
<b>13. Capital (cont'd)</b>		
<u>Other Reserve</u>		
Building reserve	5,983,778	5,983,778
Addition to reserve	303,913	-
	<u>6,287,691</u>	<u>5,983,778</u>

The PTO reserve represents the Fiji Government's contributed equity to the Corporation in the form of net assets of the former Public Trustee Office. In 2017 upon review of the provisions in the Trust it was decided that the provision for investment impairment and part of the provision for trust claims be withdrawn which was part of the surplus funds from the establishment. A board resolution was further made to transfer the provision to a Building Reserve fund which will be utilised to construct a new building extension to the Corporation's headquarters. Excluded from these net assets were debts of Trust and Estate accounts that remained outstanding on establishment of the Corporation.

The Corporation is required under s12 (5) of the Fiji Public Trustee Corporation Act 2006 that "*it shall continue to take all possible steps to recover the monies outstanding*".

**Asset Revaluation Reserve**

Balance at the beginning of the financial year	351,220	578,326
Revaluation of land and building	548,184	-
Effect of IFRS 9 impact – transfer to retained earnings	-	(227,106)
<b>Balance at the end of the financial year</b>	<u>899,404</u>	<u>351,220</u>

The asset revaluation reserve consists of increments arising from the revaluation of the Corporation's property, plant and equipment. Unrealised gain in fair value on financial assets was transferred to retained earnings in 2018 after the designation of the financial assets as at Fair Value through Profit and Loss (FVTPL).

**14. Trusts and Estates under Management**

The Statement of Financial Position for the year ended 31 December 2019 was audited and signed on 26th November 2020. The audited financial statements does not include the Statement of Profit or Loss and Other Comprehensive Income as the Trusts & Estates does not earn any revenue neither does it incur any expense in respect of the administration work being carried out. Therefore, the audited financial statements of Trusts & Estates Under Administration and related notes are special purpose financial statements that provide information on the value and nature of trusts being administered.

Total client assets and liabilities under management and trusteeship are as follows. These amounts are not reflected in the Statement of Financial Position as they are held in trust on behalf of the Corporation's clients.

**Assets**

Cash and cash equivalents	1,088,955	2,140,842
Held-to-maturity investments	22,589,979	22,969,969
Available-for-sale financial assets	2,482,997	1,768,361
Non-cash assets	30,588,073	32,884,266
<b>Total Assets</b>	<u>56,750,004</u>	<u>59,763,438</u>

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019	2018
	\$	\$
<b>14. Trusts and Estates under Management (cont'd)</b>		
<b>Liabilities</b>		
Related party payable	6,939,291	6,680,454
Provision for trust claims	1,074,085	1,374,884
Funds pending distribution	48,736,628	51,708,100
<b>Total Liabilities</b>	<b>56,750,004</b>	<b>59,763,438</b>
<b>Net Assets</b>	<b>-</b>	<b>-</b>

**(a) Investment Fees**

The Corporation charges investment fees for acting as trustees and managing the investment of Trust Funds. The fee is set as a percentage of funds under management as outlined in the Fiji Public Trustee Corporation Act, 2006. The investment fee is recognised at the time the service is provided and was 2.5% (2018: 2.5%).

Investment fees	432,604	456,779
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**15. Notes to the Statement of Cash Flows**

Reconciliation of net cash inflows from operating activities to operating profit after income tax:

Operating profit after income tax	652,386	875,565
Depreciation on property, plant and equipment	97,872	81,136
Depreciation on right-of-use assets	15,177	-
<i>Changes in assets and liabilities:</i>		
Increase in deferred tax asset	(7)	(2,358)
Increase in receivables	43,615	(236,524)
Increase in accounts payable and accruals	66,828	44,259
Decrease/(increase) in other assets	439,143	(501,436)
Increase in investment	(367,956)	(450,709)
<b>Net cash from/(used in) operating activities</b>	<b>947,058</b>	<b>(190,067)</b>

**16. Leases**

**a) Corporation as a lessee**

Set out below are the carrying amounts of ROU assets recognised and the movements during the period:

	<b>Office space</b>
	<b>2019</b>
	<b>\$</b>
<i>Cost:</i>	
At 1 January 2019	40,162
At 31 December 2019	<b>40,162</b>
<i>Accumulated depreciation:</i>	
At 1 January 2019	14,702
Depreciation for the year	15,177
At 31 December 2019	<b>29,879</b>

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	2019 \$
<b>16. Leases (cont'd)</b>	
<b>b) Lease liabilities</b>	
At 1 January	26,487
Add: accretion of interest	1,202
Less: repayments of principal and interest	(16,514)
<b>At 31 December 2019</b>	<b>11,175</b>
Current	7,787
Non-current	3,388
	<b>11,175</b>

The following are the amounts recognised in profit or loss:

Interest on lease liabilities	1,202
Depreciation of ROU assets	15,177
	<b>16,379</b>

The Corporation had total cash outflows for leases of \$15,312 in 2019. The maturity analysis relating to leases are disclosed in Note 19.

**17. Financial Risk Management Objectives and Policies**

The Corporation's principal financial liabilities comprise trade and other payables. The main purpose of these financial liabilities is to facilitate the Corporation's operations. The Corporation has trade and other receivables, investments and cash and cash equivalents that arrive directly from its operations.

The Corporation is exposed to market risk, interest rate risk, credit risk, liquidity risk and operational risk. The Corporation's senior management and Directors oversee the management of these risks. Appropriate policies and procedures are in place to ensure that financial risks are identified, measured and managed in accordance with the Corporation's policies and risk appetite. It is the Corporation's policy that no trading in speculative financial instruments shall be undertaken. The Board of Directors reviews and agrees policies for managing each of these risks which are summarised below.

**Market risk**

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. Market prices comprise three types of risk: interest rate risk, currency risk and other price risks. Financial risk affected by market risk includes deposits and investments.

**Interest rate risk**

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Corporation's exposure to the risk of changes in market interest rates is limited as its investments and deposits are on held in fixed deposit accounts. These deposits are not redeemed until maturity.

**Foreign currency risk**

The Corporation's transactions involving foreign currency is minimal or nil.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**17. Financial Risk Management Objectives and Policies (cont'd)**

**Credit risk**

Credit risk is the risk that a counter party will not meet its obligations under a financial instrument or customer contract, leading to a financial loss. The Corporation is exposed to credit risk from its operating activities (primarily for trade and other receivables) and from its investing activities, including deposits with banks and financial institutions and other financial instruments.

Credit risk related to receivables. The Corporation's largest credit exposure is from Trust and Estate funds which the Corporation manages itself. The settlement of this debt is within the Corporation's control.

Credit risk related to financial instruments and cash deposits. Credit risk from balances with banks and financial instruments is managed by the Corporation in accordance with its policies. Investments of surplus funds are made only with approved counterparties and are reviewed and approved by the Directors during the year.

The carrying amount of financial assets represents the maximum credit exposure. The maximum exposure to credit risk at the reporting date was:

	<b>Carrying amount</b>	
	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
Cash and cash equivalents	705,586	265,097
Trade and other receivables	664,179	705,571
Financial assets	13,133,460	12,261,652
	<b>14,503,225</b>	<b>13,232,320</b>

**Liquidity risk**

The Corporation monitors its risk to a shortage of funds using a recurring liquidity planning tool. The Corporation's objective is to maintain a balance between continuity of funding and flexibility through the use of varying maturity terms of investments. Refer to Note 9 for details of Financial Assets.

**Operational Risk**

Operational risk is the risk of direct or indirect loss arising from a wide variety of causes associated with the Corporation's processes, personnel and technology and from external factors other than market, interest rate, and credit risk such as those arising from legal and regulatory requirements and generally accepted standards of corporate behaviour. The Corporation manages operational risk as part of the day to day operations and oversight and the responsibility for development and implementation of controls to address operational risk is assigned to management.

**18. Contingent Liabilities**

As at balance date there are no known contingent liabilities the Corporation has not granted any securities in respect of liabilities payable by any other parties whatsoever.

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**19. Commitments**

**a) Future lease commitments – as lessee**

The total of the future minimum lease payments for each of the following periods are:

	2019	2018
	\$	\$
Within one year	8,257	16,514
After one year but not more than five years	3,440	11,009
	<u>11,697</u>	<u>27,523</u>

Monthly lease payments of \$1,376 are made for both the Labasa and Lautoka office.

**b) Future lease commitments – as lessor**

The total of the future minimum lease payments receivable by the Corporation for the following period are:

	2019	2018
	\$	\$
Within one year	25,060	-
After one year but not more than five years	25,060	-
	<u>50,120</u>	<u>-</u>

The Corporation receives monthly rental payments of \$2,088 for the leased premises at Public Trustee House, Lot 83-85, Amy Street, Toorak, Suva.

**20. Related Parties**

The names of persons who were Directors of the Corporation at any time during the financial year are:

Mr Sunil Sharma  
 Ms Lorraine Seeto  
 Ms Bernadette Nicholls  
 Ms Timaima Vakadewabuka (retired on 19 July 2019)

Transactions with related entities during the year ended 31 December 2019 with approximate transaction values are summarised as follows:

	2019	2018
	\$	\$
Transactions with Directors for the year were:		
Directors remuneration	37,150	29,500
Management remuneration	242,900	242,900

During the period the following persons were the executives identified as key management personnel, with the greatest authority and responsibility for planning and controlling the activities of the Corporation:

Mr Atonio Takala	Chief Executive Officer
Mr John Mow	Manager Finance and Administration & Company Secretary
Ms Salaseini Drekeni	Manager Estates & Trusts
Ms Priya Lal	Manager Legal

**FIJI PUBLIC TRUSTEE CORPORATION PTE LIMITED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (cont'd)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

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**21. Principal Activities**

The principal activity of the Corporation in the course of the financial year as defined in the Fiji Public Trustee Corporation Act 2006 was to act as custodians and provide administrative services to estates of those persons who are deceased, of unsound mind or persons incapable of conducting their own affairs

**22. Subsequent Events**

Subsequent to year end, the World Health Organisation (WHO) declared the coronavirus (COVID-19) a pandemic. Whilst measures and policies have been taken by the Fijian Government and nearby trading countries to prevent the spread of the virus, the impact of the virus on amounts and estimates reported or used in the preparation of these financial statements is not expected to be material and therefore have not been adjusted.

There has not arisen in the interval between the end of the financial period and the date of this report any other item, transaction or event of a material and unusual nature likely, in the opinion of the Directors, to affect significantly the operations of the Corporation, the results of those operations or the state of affairs of the Corporation in the subsequent financial period.

**23. Corporation Details**

**Registered Office**

The Corporation is incorporated in the Republic of Fiji and governed by the Companies Act, 2015 and Fiji Public Trustee Corporation Act 2006.

Fiji Public Trustee Corporation (Pte) Limited  
Public Trustee House  
Lot 83-85 Amy Street, Toorak, Suva, Fiji  
PO Box 2276, Government Buildings  
Suva

**Number of employees**

As at balance date, the Corporation employed a total of 29 employees (2018: 26 employees)



A photograph of a dirt path winding through a dense forest of tall palm trees. The scene is brightly lit, with sunlight filtering through the canopy. The path leads into the distance, flanked by lush greenery and fallen palm fronds. A large, white, serif text overlay is centered in the lower half of the image, enclosed in a bright cyan rectangular border.

**Plan  
ahead!!**

## **Contact Us**

### **Suva Office**

Public Trustee House  
83-85 Amy Street, Toorak  
Office Mobile: 838 4326  
Short code: Voda: 5044 Digi: 612  
Telephone: (679) 331 5990  
Email: [info@fptcl.com.fj](mailto:info@fptcl.com.fj)

### **Lautoka Office**

Office #9, Popular Building  
Cnr Vidilo & Naviti Street  
Office Mobile: 222 00068  
Short code: Voda: 5034  
Telephone: (679) 666 0503

### **Labasa Office**

Office# 7, Ground Floor,  
Local Wood Building  
Sangam Avenue Road, Labasa  
Office Mobile: 222 00069  
Short code: Voda: 5032  
Telephone: (679) 881 1125

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