

**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 DECEMBER 2008**



**WENN TOWNSEND  
CHARTERED ACCOUNTANTS  
OXFORD**

**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

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FOR THE YEAR ENDED 31 DECEMBER 2008**

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**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

**COMPANY INFORMATION  
FOR THE YEAR ENDED 31 DECEMBER 2008**

**DIRECTORS:**

D Luz  
A-F Musah  
R Peters  
M North (appointed 2nd September 2008)  
G Marshall (appointed 2nd September 2008)

**SECRETARY:**

M Todd

**REGISTERED OFFICE:**

1st Floor, Development House  
56-64 Leonard Street  
London  
EC2A 4LT

**REGISTERED NUMBER:**

4452066 (England and Wales)

**AUDITORS:**

Wenn Townsend  
30 St Giles  
Oxford  
OX1 3LE

**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31 DECEMBER 2008**

The directors present their report with the financial statements of the company for the year ended 31 December 2008.

**LEGAL STRUCTURE**

The International Action Network on Small Arms is a company registered in England and Wales number 4452066, limited by guarantee. The company was incorporated on 30 May 2002 and is governed by the Memorandum and Articles of Association. The Company commenced trading on 1 January 2003.

**PRINCIPAL ACTIVITY**

The Company is established to promote for the public benefit a safer and increased quality of life through public education about small arms and their detrimental effects on human life and security, and also for the benefit generally about all matters relating to the spread of such weapons and their lethal consequences.

**DIRECTORS**

The directors during the year under review were:

D Luz  
A-F Musah  
R Peters  
M North (appointed 2nd September 2008)  
G Marshall (appointed 2nd September 2008)

All the directors, being eligible, offer themselves for election at the forthcoming Annual General Meeting.

**FINANCIAL REVIEW**

The income for the year was £554,438 and the expenditure was £557,579. Designated funds held in reserves at the year end December 2008 amounted to £9,494.

**RESERVES POLICY**

IANSA's policy on accumulated reserves is to maintain a balance as a contingency fund. This is to be used where additional necessary expenditure on a project is not covered by donor funding.

**REVIEW OF ACTIVITIES DURING THE YEAR 2008**

IANSA's main activities in 2008 involved awareness raising, capacity building, and coordinating NGO involvement in international, regional and national discussions on small arms. IANSA also contributed to the development of policy on firearm regulation and control of international arms transfers.

In the UN process on small arms 2008 was a Biennial year, which meant bringing civil society representatives from around the world to New York for the UN conference. IANSA staff worked with members beforehand to encourage States to submit their reports for the BMS, and to include civil society suggestions in the reports. This effort was a great success: 110 States submitted reports in 2008, compared with 35 in 2007. More than 340 IANSA members applied for accreditation to attend the BMS. About 150 NGOs eventually participated, including 38 sponsored by IANSA with funds from Norway.

Later IANSA brought network members to New York to attend the UN General Assembly's First Committee on Disarmament, where they too joined in discussions on the ATT and the UN small arms process. IANSA representatives provided information to all participants (NGO, government and UN officials) and took part in side events and presentations, contributing to the overwhelming success of the ATT resolution at First Committee with 145 YES votes and only 2 NO votes.

The 2008 Global Week of Action Against Gun Violence, 2-8 June, was celebrated in 85 countries with activities highlighting the human cost of small arms proliferation and misuse; and the need for policies to put human security first. This year's Global Week of Action was the largest yet, and a detailed report was distributed to members in English, French and Spanish.

**THE INTERNATIONAL ACTION NETWORK  
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**REPORT OF THE DIRECTORS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2008**

IANSA network members are working closely with national governments and regional organisations to implement the UN Programme of Action on Small Arms (PoA), the agreement underpinning the UN small arms process. Making an especially important contribution to the PoA's implementation, IANSA members are part of the National Commissions on Small Arms in more than 40 countries. IANSA continued to participate in the Geneva Process on Small Arms as well as in many national and regional events. We provided information and advice to more members than ever to support their activities in their national contexts.

IANSA staff provided communications and media support to network members throughout the year, and supplied printed and electronic materials to help members in their work. In addition, IANSA continued to send out its electronic Update each week to thousands of members, campaigners, parliamentarians and diplomats worldwide. It is available in English, French and Spanish and is the only weekly bulletin devoted to small arms control. The website was regularly updated and visitor numbers increased.

The IANSA Women's Network (WN) held two very popular events at the UN in 2008: the first joint activity with the UN Office for Disarmament Affairs (during the Commission on the Status of Women), and a session on the danger of guns in the home (at the Biennial Meeting of States on small arms). As part of our support for Security Council Resolutions 1325 and 1820, IANSA participated actively in the NGO Working Group (NGO WG) on Women, Peace and Security and became a member of Gender Action for Peace and Security (GAPS) UK. WN members gave expert presentations at many international and national meetings, on themes ranging from the Arms Trade Treaty to Security Sector Reform. This year the WN produced a number of printed materials to support advocacy and coalition building, as well as the quarterly Bulletin and a leaflet reflecting the network's regional diversity and giving examples of the links between gender and small arms.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to

- prepare financial statements for each financial year which, having regard to the substance of transactions, give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period;
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice applicable to companies.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the directors are aware, there is no relevant audit information (as defined by Section 234ZA of the Companies Act 1985) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**ON BEHALF OF THE BOARD:**



**Rebecca Peters - Director**

Date: 26<sup>th</sup> August 2009

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

We have audited the financial statements of The International Action Network on Small Arms (IANSA) for the year ended 31 December 2008 on pages five to nine. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As described on page two the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Directors is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Report of the Directors and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

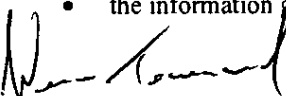
We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the company's affairs as at 31 December 2008 and of its surplus for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' report is consistent with the financial statements.



Wenn Townsend  
30 St Giles  
Oxford  
OX1 3LE

Date: 26<sup>th</sup> August 2009

**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
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**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2008**

		<u>2008</u>	<u>2007</u>
	Notes	£	£
<b>INCOME</b>		554,438	555,439
Project and administrative expenses		(557,579)	(556,439)
<b>OPERATING SURPLUS/(DEFICIT)</b>	3	(3,141)	(1,000)
Interest receivable and similar income		3,118	4,558
<b>SURPLUS/(DEFICIT) ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		(23)	3,558
Tax on surplus on ordinary activities		(853)	(236)
<b>SURPLUS/ (DEFICIT) FOR THE FINANCIAL YEAR AFTER TAXATION</b>		(876)	3,322
Accumulated reserve brought forward		10,370	7,048
<b>ACCUMULATED RESERVE CARRIED FORWARD</b>		<u>9,494</u>	<u>10,370</u>

The notes form part of these financial statements

**THE INTERNATIONAL ACTION NETWORK  
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**BALANCE SHEET  
31 DECEMBER 2008**

		<u>2008</u>	<u>2007</u>
	Notes	£	£
<b>FIXED ASSETS:</b>			
Computer Equipment	6	4,426	8,852
<b>CURRENT ASSETS:</b>			
Debtors	7	1,516	2,182
Cash at bank and in hand		209,700	233,839
		<u>211,216</u>	<u>236,021</u>
<b>CREDITORS:</b> Amounts falling due within one year	8	(206,148)	(234,503)
<b>NET CURRENT ASSETS:</b>		<u>5,068</u>	<u>1,518</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>		<u>9,494</u>	<u>10,370</u>
<b>RESERVES:</b>			
Accumulated reserve		9,494	10,370
		<u>9,494</u>	<u>10,370</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

**ON BEHALF OF THE BOARD:**



.....  
**Rebecca Peters - Director**

Approved by the Board on 26<sup>th</sup> August 2009

The notes form part of these financial statements



**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2008**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

**Income**

Income represents donations and grants receivable. When grants are received for projects, which last for more than one year, the unspent amount is deferred to be spent in the following year(s). This is in accordance with the Memorandum of Association that no surplus arises.

**Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

**2. DONATION AND GRANTS RECEIVABLE**

	£
Donation and grants received	523,434
Add: Deferred Income brought forward at 1 January 2008	226,799
Less: Deferred Income carried forward at 31 December 2008	(195,794)
	<hr/>
Income and Expenditure Account	554,439
	<hr/>

**3. OPERATING SURPLUS**

The operating surplus is stated after charging:

	<u>2008</u>	<u>2007</u>
	£	£
Auditors' remuneration - audit services	2,961	2,820
- other fees	740	705
	<hr/>	<hr/>
Directors' emoluments and other benefits, etc	49,353	47,741
	<hr/>	<hr/>

**4. TAXATION**

**Analysis of the tax charge**

An amount of £853 in respect of UK corporation tax arose on ordinary activities for the year ended 31 December 2008. The liability for the year ended 31 December 2007 was £236.

The notes form part of these financial statements

**THE INTERNATIONAL ACTION NETWORK  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2008**

**5. STAFF COSTS**

	<u>2008</u> £	<u>2007</u> £
Full time staff:		
Wages and salaries	182,861	173,815
Social security costs	18,854	18,098
	<u>201,715</u>	<u>191,913</u>
Temporary staff (including freelancers and overseas co-ordinators outside the UK)	69,405	57,966
	<u>271,120</u>	<u>249,879</u>

The average number of full time equivalent staff in the year was 6 (2007: 6).

No employee received remuneration amounting to more than £50,000 in either year.

**6. FIXED ASSETS**

	Computer Equipment £
<b>Cost</b>	
As at 1 January 2008	13,278
Additions	-
Disposals	-
	<u>13,278</u>
As at 31 December 2008	13,278
<b>Depreciation</b>	
As at 1 January 2008	4,426
Charge for the year	4,426
Disposals	-
As at 31 December 2008	<u>8,852</u>
<b>Net Book Value</b>	<u>4,426</u>

**7. DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	<u>2008</u> £	<u>2007</u> £
Other debtors	1,516	2,182
Accrued income	-	-
Prepayments	-	-
	<u>1,516</u>	<u>2,182</u>

The notes form part of these financial statements

**THE INTERNATIONAL ACTION NETWORK  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2008**

**8. CREDITORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	<u>2008</u> £	<u>2007</u> £
Trade creditors	6,036	3,943
Corporation tax	617	236
Other creditors	-	-
Deferred grant (see note 10)	195,794	226,799
Accrued expenses	3,701	3,525
	<u>206,148</u>	<u>234,503</u>

**9. OPERATING LEASE COMMITMENTS**

At 31 December 2008 the company had annual commitments under operating leases as follows:

	<u>2008</u> £	<u>2007</u> £
Rent due within one year	<u>26,418</u>	<u>26,418</u>

**10. SCHEDULE OF DEFERRED INCOME**

	Funds as at 1.01.08 £	Income in the year £	Payments in the year £	Funds as at 31.12.08 £
Amnesty International	13,785	4,069	17,854	-
Arias Foundation	-	1,736	1,736	-
AusAid	-	5,195	5,195	-
Christian Aid	-	5,000	5,000	-
Government of Ireland	-	6,903	6,903	-
Government of Netherlands	(254)	8,064	5,615	2,195
Government of Norway	128,933	171,095	134,835	165,192
Government of Sweden	4,663	-	4,663	-
Government of UK	(32,983)	134,100	93,676	7,441
Oxfam GB	17,692	45,000	62,692	-
Oxfam Novib	10,569	118,681	129,511	(261)
Centre for Humanitarian Dialogue	-	2,577	2,577	-
Small Arms Survey	-	1,059	1,059	-
Swedish Fellowship of Reconciliation	-	17,714	10,472	7,242
Sundry	84,394	2,039	72,653	13,982
	<u>226,799</u>	<u>523,433</u>	<u>554,442</u>	<u>195,791</u>

The notes form part of these financial statements

**THE INTERNATIONAL ACTION NETWORK  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2008**

**11. CALLED UP SHARE CAPITAL**

The International Action Network on Small Arms (IANSA) is a company limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the company being wound up.

**THE INTERNATIONAL ACTION NETWORK  
ON SMALL ARMS (IANSA)  
(COMPANY LIMITED BY GUARANTEE)**

**DETAILED INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2008**

	2008		2007	
	£	£	£	£
<b>Donation and grants receivable</b>		554,438		555,439
<b>Other income:</b>				
Deposit account interest		3,118		4,558
		<u>557,556</u>		<u>559,997</u>
<b>Expenditure:</b>				
Wages & NIC	152,539		144,172	
Overseas co-ordinators	69,818		57,966	
Director's Remuneration	49,353		47,741	
Publications, printing and translations	26,067		19,071	
Rent and rates	34,051		32,957	
Telephone, fax and mail	23,396		20,625	
Recruitment costs	5,255		3,687	
Auditors remuneration	4,638		3,822	
Accountancy	7,116		7,138	
Bank charges	1,292		2,021	
Consultancy	-		3,645	
Travel	133,145		69,619	
Partner support	31,275		119,326	
Computer and IT costs	10,768		15,125	
Insurance	3,493		3,386	
Office Costs	1,081		3,358	
Depreciation cost	4,426		4,426	
Exchange loss/(gain)	(369)		(1,646)	
		<u>557,579</u>		<u>(556,439)</u>
		(23)		3,558
Corporation tax		(853)		(236)
<b>NET (DEFICIT)/SURPLUS</b>		<u>(876)</u>		<u>3,322</u>