

Quarterly report format

■ Financial Highlights

Details	Amount	Percentage change from pre quarter
Revenue	Amount	Growth %
Operating Profit	Amount	Growth %
Earnings per Share	Amount	Growth %
Net Profit	Amount	Growth %

■ Operational Highlights

- Major Business Activities
- Major Achievements
- Current Business position
- Business concepts
- How well Business objectives and goal are achieved.

(For each section above: priorities writing in bullet points, rather than paragraph style writing)

■ Market Highlights

- Launching of new products
- Advertising and promotion
- Partnership with any other suppliers
- Diversification

(For each section above: priorities writing in bullet points, rather than paragraph style writing)



■ Board Activities

Directors Name	Designation	Board meeting	Audit committee	Risk Committee	Remuneration Committee	Compliance Committee
	Chairman	0/0	0/0	0/0	0/0	0/0
	Managing Directors	0/0	0/0	0/0	0/0	0/0
	NED	0/0	0/0	0/0	0/0	0/0
	NED	0/0	0/0	0/0	0/0	0/0
	NED	0/0	0/0	0/0	0/0	0/0

Meeting	Number of Meeting
Board meeting	0
Audit committee	0
Risk Committee	0
Remuneration Committee	0
Compliance Committee	0

Company Secretary

MR/Ms XXXXXXXXX

Appointed Auditors of the Company

XXXXX



■ CSR (Corporate Social Responsibility) Highlights of Year 20XX

Quarter 1

SN	Activities Carried Out	Amount Spend	Targeted at
1	Beach Cleaning Event at XXX Island	0.00	Citizens of XXX Island
2		0.00	
3		0.00	
TOTAL Quarterly spend on CSR Activities		0.00	

Quarter 2

SN	Activities Carried Out	Amount Spend	Targeted at
4	Beach Cleaning Event at XXX Island	0.00	Citizens of XXX Island
5		0.00	
6		0.00	
TOTAL Quarterly spend on CSR Activities		0.00	

Quarter 3

SN	Activities Carried Out	Amount Spend	Target at
7	Beach Cleaning Event at XXX Island	0.00	Citizens of XXX Island
8		0.00	
9		0.00	
TOTAL Quarterly spend on CSR Activities		0.00	

Quarter 4

SN	Activities Carried Out	Amount Spend	Target at
10	Beach Cleaning Event at XXX Island	0.00	Citizens of XXX Island
11		0.00	
12		0.00	
TOTAL Quarterly spend on CSR Activities		0.00	



■ Project details

SN	Project Name	Project Commencement Date	Project Completion Date	Contracted Value	Disbursement Value	% Completed
1	ERP implementation	01-07-2023	01-10-2023	0.00	0.00	0%
2	Relocation of Head Office			0.00	0.00	0%
3				0.00	0.00	0%
4				0.00	0.00	0%
5				0.00	0.00	0%
				0.00	0.00	

■ Sovereign guarantee & Other Loans taken Status

Sovereign Guarantees

SN	Currency	Purpose	Agreement Date	Maturity Date	Loan Amount	No of Payments required in Contract	No of Payments Made	Outstanding Payment
1		XXXXXXXXXXXXXX	01-10-2023	05-10-2025	0.00	60	60	0.00
2		XXXXXXXXXXXXXX			0.00	60	60	0.00
3					0.00			0.00
4					0.00			0.00
5					0.00			0.00
								0.00

Shareholder (Government) Loan

SN	Currency	Purpose	Agreement Date	Maturity Date	Loan Amount	No of Payments required in Contract	No of Payments Made	Outstanding Payment
1		XXXXXXXXXXXXXX	01-10-2023	05-10-2025	0.00	60	60	0.00
2		XXXXXXXXXXXXXX			0.00	60	60	0.00
3					0.00			0.00
4					0.00			0.00
5					0.00			0.00
								0.00

Others

NO of Loans	Total Loan Amount	Outstanding
29	0.00	0.00



■ Government Injected Funds & Capital Contributions during the year 20XX

<u>MODE OF FUNDING</u>	Q4	Q3	Q2	Q1
CAPITAL CONTRIBUTION	0.00	0.00	0.00	0.00
SUBSIDY	0.00	0.00	0.00	0.00
GRANTS	0.00	0.00	0.00	0.00
GOVT SHAREHOLDING LOAN	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00

■ Staff Highlights of Year 20XX

SENIOR MANAGEMENT AND HIGHER

		Q4	Q3	Q2	Q1
MALE	[NOS]	0	0	0	0
FEMALE	[NOS]	0	0	0	0
TOTAL	[NOS]	0	0	0	0
TOTAL SALARY AND OTHER ALLOWANCES	[MVR]	0.00	0.00	0.00	0.00

MANAGEMENT

		Q4	Q3	Q2	Q1
MALE	[NOS]	0	0	0	0
FEMALE	[NOS]	0	0	0	0
TOTAL	[NOS]	0	0	0	0
TOTAL SALARY AND OTHER ALLOWANCES	[MVR]	0.00	0.00	0.00	0.00

OTHER STAFFS

		Q4	Q3	Q2	Q1
MALE	[NOS]	0	0	0	0
FEMALE	[NOS]	0	0	0	0
TOTAL	[NOS]	0	0	0	0
TOTAL SALARY AND OTHER ALLOWANCES	[MVR]	0.00	0.00	0.00	0.00



Income Statement & Statement of Comprehensive Income

	Note	Q4	Q3	Q2	Q1
Revenue	1				
Cost of Sales	2				
Gross Profit					
Other Incomes	3				
Valuation Loss/Gain	4				
Expenses					
Administrative expenses	5				
Selling and Marketing expenses	6				
CSR Activities Expenses	7				
Other operating expenses	8				
Operating profit					
Finance Income	9				
Finance cost	10				
Net Finance Cost					
Profit before tax					
Income Tax (BPT)	11				
Profit after tax					
Available for sale asset (gain/loss)	12				
Defined benefit obligation	13				
Revaluation (Gain/Loss)	14				
Investment in equity instruments	15				
Other comprehensive income (Gain/Loss)	16				
Total Comprehensive Income					
Profit attributable to:					
Parent					
Non-controlling interest					
EPS					



Statement of Financial Position

	Note	Q4	Q3	Q2	Q1
Assets					
Non-Current Assets					
Property plant and equipment	10				
Work-in-progress	11				
Investment property	12				
Investment in Subsidiaries	13				
Investment in Associates	14				
Investment in joint ventures	15				
Available for sales financial Assets	16				
Deferred Tax Assets	17				
Intangible Assets	18				
Other non current assets	19				
Right of use assets	20				
Total Noncurrent Assets					
Current Assets					
Inventories	21				
Trade and other receivables	22				
Cash and cash equivalent	23				
Other current assets	24				
Total current assets					
Total Assets					
Equity and Reserve					
Share capital	25				
share premium	26				
General reserve	27				
Revaluation reserve	28				
Fair value reserve	29				
Other reserve	30				
Retained earning	31				
Non-controlling interest	32				
Total Equity					
Non-Current Liabilities					
Loans and borrowing	33				
Deferred tax liabilities	34				
Other non current liabilities	35				



Current liabilities

Current tax liabilities	36
Derivative financial instrument	37
Trade and other payables	38
Borrowing	39
Other current liabilities	40

Total current liabilities**Total liabilities****Total equity and liabilities**

Cash flow statement

	Q4	Q3	Q2	Q1
Profit before tax				
Depreciation				
Amortization				
Impairment of property plant and equipment				
Interest income				
Interest expenses				
Dividend income				
Reversal of lease liabilities				
Provision for impairment of investment in subsidiaries				
Provision for slow moving inventories				
Provision for impairment of receivables				
Provision for employee benefit				
Profit/loss on disposal of property plant and equipment				
Profit/loss on disposal of investment				
Gain on fair value investment property				
Operating profit before working capital changes				
Inventories				
Contract assets				
Trade and other receivables				
Other current assets				
Work in progress				
Contract liabilities				
Trade and other payables				
Other current liabilities				
Deferred income				
Cash flows from operating activities				
Interest paid				
Income tax paid				
Other operating activities				
Net cash generated from operating activities				
Acquisition of property plant and equipment				
Cost incurred on construction of capital work-in-progress				
Acquisition of intangible assets				
Loan repayment received from related parties				
Additions to investment property				
Proceeds from disposal of investment properties				



Investment in subsidiaries

Interest received

Dividend received

Other investing activities

Net cash flows used in investing activities

Proceeds from borrowings

Repayment of borrowings

Proceeds from share issuance

Principal lease payments

Dividend paid to the shareholders

Other financing activities

Net cash generated from financing activities

Net increase/decrease in cash and cash equivalent

Cash and cash equivalent at beginning of the year

Cash and cash equivalents at end of the year



Statement of changes in Equity (This statement needs to be in the final quarter of the year only)

	Share capital	Share premium	Revaluation reserve	Fair Value reserve	Currency translation reserve	General reserve	Other reserve	Retained earning	Total	Non-controlling interest
As at 1 January 20XX										
Profit/loss for the year										
Transfer to / (from) during the year										
Available for sales assets (Gain/loss)										
Revaluation (Gain/loss)										
Other (Gain/loss)										
Total comprehensive income for the year										
Share Issued										
Dividends										
Total transaction with owners of the company										
As at 31st December 20XX										



Segmental performance (If applicable)

Quarter	Segment 1	Segment 2	Segment 3	Segment 4	Segment 5	Segment 6
Revenue						
Cost of Sales						
Gross Profit						
Operating profit						
Finance income						
Profit/(loss) before tax						
Business profit tax						
Profit/(loss) after tax						

Note to the financial statement

- 1.
- 2.
- 3.

In Addition to the current existing Notes all the breakdown requests we are requesting regularly on quarterly basis need to be addressed/covered as much as possible under the notes of financial Position.

