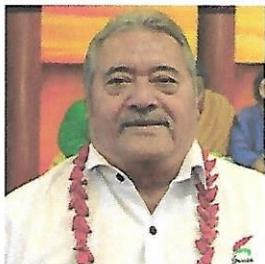




GOVERNMENT OF SAMOA  
**MINISTER OF SAMOA TOURISM AUTHORITY,  
PUBLIC TRUST, AUDIT, SAMOA TRUST ESTATE CORPORATION**

---



16 October 2020

The Honourable Speaker  
Legislative Assembly of Samoa

Pursuant to the requirements of the Ministerial and Departmental Arrangements Act 2003 as well as Sections 17 and 22 of the Public Trust Office Act 1975, I have the honor to submit the Report of the Public Trust Office on its operations for the twelve months ended 30 June 2020.

With Respect

A handwritten signature in black ink, appearing to be 'S. F. Pinati'.

---

Salā Fata Pinati  
**Minister of Public Trust Office**

**PUBLIC TRUST OFFICE**

**Annual Report  
For Financial Year Ending  
30<sup>th</sup> June 2020**

## **TABLE OF CONTENTS**

- 1. Introduction**
- 2. Chairman's Report**
- 3. Public Trustee's Report**
- 4. Directors' Report**
- 5. Controller and Auditor-General's Report and Financial Statements - 2020**

## ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

### INTRODUCTION

The Public Trust Office's ("the Office") Vision remains as "the first choice provider of estate and trustee services in Samoa".

It remains the Office's aim to achieve the following long term key objectives by 2023:

1. *Enhance revenues achieved;*
2. *Maintain quality standard of estates administration services;*
3. *Continue to conduct training sessions to upskill its human resources; and*
4. *Target the implementation of appropriate computerized information systems.*

Inclusive in this report is a brief outline by the Board Chairman focusing on the strategic issues pertaining to the Office, as well as the Public Trustee's Report on the Office's corporate performance for the financial year then ended. The Report also contains the Controller and Auditor-General's Audit Opinion that is accompanied by the Annual Accounts for the financial year ending 30<sup>th</sup> June 2020.

16 October 2020.

## **BOARD CHAIRMAN'S REPORT**

The Honourable Speaker  
Legislative Assembly of Samoa  
**MULINUU**

Pursuant to Sections 17 and 22 of the Public Trust Office Act 1975 (“the Act”), it is my obligation to lay before the Legislative Assembly the attached Annual Report and Audited Accounts of the Public Trust Office (“the Office”) for the year ending 30<sup>th</sup> June 2020.

In doing so, I wish to comment briefly on several important strategic considerations which continue to be earmarked for further improvement of the Office.

The following two (2) key areas continue to be prioritized by the Office in the hope of achieving both financial self-sufficiency and a more effective estate administration approach:

### **(1) Enhancing Revenues**

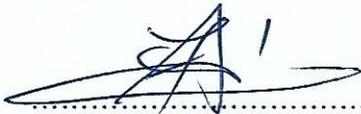
To achieve its long term aim of operating as a financially self-sufficient entity, the Office continues to prioritize prompt settlement of office fees by its clients, ie. estate beneficiaries, and has also undertaken other investment options.

### **(2) Continuous Review of Financial Structure**

As mentioned in previous annual reports, the Office has deemed the continuous review of its current financial position a strategic necessity so that a more realistic and updated value of its assets and liabilities is determined at any point in time. This need to be strategically positioned financially is vital for the Office to survive on its own in the future.

It is also essential to continue to upskill the Office’s staff so that performance and productivity meet the demands expected of them as laid out in the Corporate Plan and to meet and achieve its objectives and targets set therein.

Ma le fa’aaloalo tele



**Tagaloa Fa’afouina Su’a**  
**Chairman – Public Trust Office Investment Board**

Please address all communications to-

**THE PUBLIC TRUSTEE**

**P.O. BOX 2021**

**APIA, SAMOA**



**GOVERNMENT OF SAMOA**

Telephones : (685) 21-061  
(685) 21-062  
Fax : (685) 21-063  
E-mail : [ptrustee@publictrust.ws](mailto:ptrustee@publictrust.ws)  
*Floor 5, TATTE Building*  
*Sogi, Samoa*

## Public Trust Office

16 October 2020.

Honourable Salā Fata Pinati Ah Leong  
Minister for the Public Trust Office  
FMFM II Building  
Apia

Afioga e

Pursuant to Sections 17 and 22 of the Public Trust Office Act 1975, I respectfully present the Annual Report on the operations of the Public Trust Office for the twelve-month period ending 30<sup>th</sup> June 2020 for presentation to Parliament.

Faia ma lo'u ava tele



.....  
**Leapepe Peleseuma Mata'utia F.S. Ropati**  
**Public Trustee**

## **PUBLIC TRUSTEE'S REPORT**

### **Corporate Profile**

The Public Trust Office ("the Office") was founded by and operates under the Public Trust Office Act 1975 ("the Act"). Its main functions are:

*"to ensure the permanent availability for those seeking executorship or trusteeship assistance in estate matters, and to manage and administer estates in accordance with the law, at affordable rates."*

Pursuant to the Act, the Office's primary functions are as follows:

1. *The administration of estates of deceased persons;*
2. *The provision of trustee functions including the management of affairs of infants and people of unsound mind, etc.;*
3. *The provision of a Will-making service; and*
4. *The proper accounting and investment of estate and trust funds.*

### **Vision Statement**

The Office's vision is to be the first choice provider of estate and trustee services in Samoa.

### **Mission Statement**

The mission of the Office, as a Public Trading Body, is to offer professional, independent estate and trustee services to the Samoan community.

### **Values Statement**

In seeking to achieve the vision and mission of the Office, the primary values of the Board of Directors, Management and Staff are:

RESPECT - personal and professional respect for each other and our clients

SERVICE - a satisfactory and competent client service focus

INTEGRITY - open, honest and ethical service delivery

### **Business Primary Objectives**

The general business direction of the Office for the forecast period is to perform its functions and exercise its powers so as to be a successful business by:

- i. operating in accordance with sound commercial practice;
- ii. operating efficiently and maximizing the net worth of the business;
- iii. utilizing the Labour and Employment Relations Act 2013 and certain aspects of the Public Service Commission Working Conditions and Entitlements Manual to guide its Human Resource Management policies.

## **Business Strategies**

The scope of the principal commercial activities undertaken by the Office is:

- i. to provide the public with access to professional advice and service in relation to trustee services including wills, estate administration and trust management;
- ii. to protect the financial interests of individuals under a legal, physical or intellectual disability where the Public Trustee is appointed to act on their behalf or no person is authorized to give a valid discharge for payment of any money or to deliver property to any such person;
- iii. to administer estates and trusts, irrespective of their value;
- iv. act as agent for Government in managing compensation funds/unclaimed monies/trust funds for which beneficiaries are yet to be determined and confirmed.

## **Financial Performance as at 30<sup>th</sup> June 2020**

The operations for the financial year ending 30<sup>th</sup> June 2020 generated a net profit of \$436,874 tala compared to a net profit of \$517,842 tala for the previous year.

Total funds invested with Unit Trust of Samoa (UTOS) as at 30<sup>th</sup> June 2019 was \$7,019,259 tala compared to \$7,580,484 tala for the financial year ended 30<sup>th</sup> June 2020. The increase in UTOS investments was mainly due to the additional units of 231,280 purchased with UTOS during the financial year valued at \$380,865 as well as the increase in the fair value unit price of \$1.63 as at 30 June 2019 to \$1.68 as at 30 June 2020.

In terms of Loans and Interest, net loans receivables as at 30<sup>th</sup> June 2020 amounted to \$285,594 tala compared to net loans receivables for the previous year of \$282,985 tala. The increase in the net value by \$2,609 tala was due to adjustments to the reserve for doubtful debts during the financial year. The reserve for doubtful debts of \$1,184,353 tala as at 30<sup>th</sup> June 2020 has decreased from \$1,233,944 tala in the previous year. The Office continues to recover the outstanding amount of loans totaling \$1,469,947 tala.

The budgeted income for the twelve-month period of \$672,800 tala was achieved by \$774,850 tala given the actual income of \$1,447,650 tala for the financial year ending 30<sup>th</sup> June 2020.

The Office's total actual expenditure of \$1,010,776 tala was \$405,154 tala less than the budgeted amount of \$1,415,930 tala and therefore reflecting good controls. The overall net profit for the financial year in report is approximately \$436,874 tala (actual income of \$1,447,650 tala less actual expenditure of \$1,010,776 tala).

Non-current liabilities (being funds belonging to Estates, Trusts, Compensation Accounts and Unclaimed Funds) as at 30<sup>th</sup> June 2020 amounted to \$5,232,091 tala in comparison to the 2019 figure of \$3,783,479 tala. This increase of \$1,448,612 tala in non-current liabilities is mainly due to the receipt of sale proceeds for two (2) estate properties during the financial year.

The non-current liabilities are:

	2020	2019
	\$	\$
Funds – Estates, Trusts, Compensation Accounts and Unclaimed Funds	\$5,232,091	\$3,783,479

## Loans Recovery

Recovery of remaining outstanding loan balances by the Office is by way of regular monitoring and follow ups (where necessary) or arrangements with borrowers and through legal proceedings. There was no income generated from interest earned on loans for the financial year ended 30<sup>th</sup> June 2020 in contrast to interest earned on loans amounting to \$1,082 tala in the previous year. This was due to cessation of interest charged on outstanding loan accounts during the financial year in report.

## Estates Administration

The total number of estate files under administration at the beginning of the financial year was four hundred and eighty nine (489). Instructions for the administration of thirty five (35) new estates were received with one (1) old estate file reopened during the year whilst a total of thirty eight (38) estates were finalized and closed during the financial year. As at 30<sup>th</sup> June 2020, the total number of estates was four hundred and eighty seven (487).

At the beginning of the financial period, the total cash value of funds belonging to estates was approximately \$649,877 tala. The income earned by the Estates and Trusts Section during the financial period of \$591,903 tala exceeded its budgeted target of \$573,000 tala. At the end of the financial year, total funds belonging to estates amounted to \$1,960,852 tala. This increase in total estate funds was mainly due to the receipt of sale proceeds for two (2) estate properties within the financial year.

The Office continues to prioritize its estates administration work being its core function. At the same time, it has and continues to address several factors that had hindered the progress and finalization of old estates in past years. These factors include the non-provision of administration requirements by estate beneficiaries/claimants, unknown identities and whereabouts of estate beneficiaries as well as estates involving legal proceedings.

## Trust Management

At the beginning of the financial year, eighty six (86) trust accounts with a corresponding monetary value of \$313,553 tala were held under trust management. Eight (8) trust accounts were opened during the financial year, with four (4) trust accounts closed. The total number of trust accounts at the end of the financial year was ninety (90) with a corresponding monetary value of \$297,051 tala.

## Wills

One thousand two hundred and forty three (1,243) Wills were recorded with the Office at the beginning of the financial year. Thirty five (35) new Wills were prepared and registered during the year, making a total of one thousand two hundred and seventy eight (1,278) Wills at the close of the financial year. A total of six (6) Wills were amended during the financial year.

## RECONCILIATION SCHEDULE

<b>Last Year</b>		<b>Actual YTD</b>	<b>Budget YTD</b>
\$1,509,439	Revenue	\$1,447,650	\$672,800
-	Gross Profit	-	-
-	Gross Profit %	-	-
\$991,597	Expenditure	\$1,010,776	\$1,415,930

\$517,842	Net (Loss)/ Profit before tax	\$436,874	(\$743,130)
\$517,842	Net (Loss)/Profit after tax	\$436,874	
\$7,608,710	Current Assets	\$9,491,409	
\$9,185,341	Total Assets	\$10,961,388	
\$502,958	Current Liabilities	\$550,039	
\$4,286,437	Total Liabilities	\$5,782,130	
\$4,898,904	Equity	\$5,179,259	
\$181,244	Dividend	\$152,906	
\$7,174,605	Cash Flow	\$9,301,874	
34.31%	Net (loss)/profit before tax %	30.18%	
15.13 : 1	Current Ratio	17.26 : 1	
0.87 : 1	Debt/Equity	1.12 : 1	
10.57%	Return on Equity %	8.44%	
7	No of employees	8	

**PERFORMANCE MEASURES OUTLINED IN THE OFFICE'S CORPORATE  
PLAN 2017-2020**

The tables below indicate the achievements by the Office of measures contained in its Corporate Plan during the financial period in report.

**GOVERNANCE:**

<b>Performance Measures</b>
➤ 100% increase in net profit by FY2020. <b>Achieved</b>
➤ 100% compliance with payment of dividend in November every year. <b>Achieved</b>
➤ Conduct assessment of goals/targets/measures at end of every financial year. <b>Achieved</b>
➤ 100% compliance on meeting reporting dates/deadlines. <b>Achieved</b>
➤ 100% compliance with Government policies and instructions. <b>Achieved</b>

**ESTATES & TRUSTS DIVISION:**

<b>Performance Measures</b>
➤ 60% increase in fees generated from estates administration services by FY2020. <b>Achieved</b>
➤ Complete review of estates administration legislative framework by June every year. <b>Achieved</b>
➤ Complete review and update of estates portfolio as well as target assessments at the beginning of every month. <b>Achieved</b>
➤ Complete administration of at least 35 estates every year. <b>Achieved</b>
➤ Complete review of estates administration policies and procedures by June every year. <b>Achieved</b>
➤ 1% increase in number of wills written and amended by June every year. <b>Achieved</b>
➤ Finalise administration of 20% of 'old' estates by FY2020. <b>Achieved</b>

## FINANCE & INVESTMENT DIVISION:

Performance Measures
➤ Daily processing to complete monthly, quarterly and annual reporting requirements. <b>Achieved</b>
➤ Complete review of current processes in financial systems by April every year. <b>Achieved</b>
➤ Cash flow ought to be sustainable. <b>Achieved</b>
➤ Complete review of current systems and policies for proper internal control systems by December every year. <b>Achieved</b>
➤ No issue of non-compliance in external auditors report by 31 October every year. <b>Achieved</b>
➤ Fixed assets register is updated and completed every year. <b>Achieved</b>
➤ Full compliance with IFRS guidelines and no audit issue at end of every year. <b>Partially Achieved</b>
➤ Prepare and submit quarterly reports by the 30 <sup>th</sup> of every following month after every quarter to MPE. <b>Achieved</b>
➤ Submit Annual Report to Parliament by 31 October every year. <b>Achieved</b>
➤ Prepare and submit VAGST returns by 21 <sup>st</sup> of every following month after every two month period to MCR. <b>Achieved</b>
➤ Continue to review and adjust (if necessary) loans portfolio by 30 <sup>th</sup> June every year. <b>Achieved</b>
➤ Complete review of policies and procedures for debt recovery by 31 <sup>st</sup> July every year. <b>Achieved</b>
➤ Arrears level at 50% of portfolio by FY2020. <b>Achieved</b>
➤ 5% growth in investments by June every year. <b>Achieved</b>
➤ Complete assessment/comparison of investment options by December and June of every year. <b>Achieved</b>
➤ Loan repayments collected of \$30,000 by FY2020. <b>Achieved</b>
➤ Implement PMA on an annual basis. <b>Achieved</b>
➤ Continue to review job descriptions for all staff positions and amend as appropriate by July every year. <b>Achieved</b>
➤ Complete review of Personnel Manual of Instructions by August every year. <b>Achieved</b>

## PERFORMANCE MEASURES OUTLINED IN THE OFFICE'S CORPORATE PLAN 2021 -2024

The tables below indicate performance measures contained in the Office's Corporate Plan for the financial year 2020/2021:

### GOVERNANCE:

Performance Measures
➤ 12.5% increase in net profit by 30 June 2021.
➤ 100% compliance with payment of dividend as per Government dividend policy every year.
➤ Conduct assessment of goals/targets/measures at end of financial year.
➤ Report results on a quarterly and annual basis.
➤ 100% compliance on meeting reporting dates/deadlines.
➤ 100% compliance with Government policies and instructions.

**ESTATES & TRUSTS DIVISION:**

<b>Performance Measures</b>	
➤	5% increase in fees generated from estates administration services by 30 June 2021.
➤	Complete review of estates administration legislative framework by 30 June 2021.
➤	Complete review and update of estates portfolio as well as target assessments at the beginning of every month.
➤	Complete administration of at least 64 estates by 30 June 2021.
➤	Complete review of estates administration policies and procedures by 30 June 2021.
➤	1% increase in number of wills written and amended by 30 June 2021.
➤	Finalise administration of 5% of 'old' estates by 30 June 2021.

**FINANCE & INVESTMENT DIVISION:**

<b>Performance Measures</b>	
➤	Daily processing to complete monthly, quarterly and annual reporting requirements.
➤	Complete review of current processes in financial systems by 30 April 2021.
➤	Cash flow ought to be sustainable.
➤	Complete review of current systems and policies for proper internal control systems by December 2020.
➤	No issue of non-compliance in external auditors report by 31 October 2021.
➤	Fixed assets register is updated and completed by 30 June 2021.
➤	Full compliance with IFRS guidelines and no audit issue at end of financial year.
➤	Prepare and submit quarterly reports by the 30 <sup>th</sup> of every following month after every quarter to MPE.
➤	Prepare and compile annual accounts for external auditors by 31 July 2021.
➤	Submit Annual Report to Parliament by 31 October 2021.
➤	Prepare and submit VAGST returns by 21 <sup>st</sup> of every following month after every two month period to MCR.
➤	Continue to review and adjust (if necessary) loans portfolio by 30 <sup>th</sup> June 2021.
➤	Complete review of policies and procedures for debt recovery by 31 <sup>st</sup> July 2021.
➤	Arrears level at 4% of portfolio by 30 June 2021.
➤	5% growth in investments by 30 June 2021.
➤	Complete assessment/comparison of investment options by December 2020 and June 2021.
➤	Loan repayments collected of \$25,000 by 30 June 2021.
➤	Conduct staff performance appraisals on an annual basis.
➤	Continue to review job descriptions for all staff positions and amend as appropriate by July 2020.
➤	Complete review of Personnel Manual of Instructions by August 2021.

**STAFF LIST AS AT 30<sup>th</sup> JUNE 2020**

At the end of the financial year, eight (8) staff was employed by the Office consisting of two (2) staff on contractual appointments and five (6) staff on a permanent basis.

<b>No.</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>YEARS OF SERVICE</b>	<b>CLASSIFICATION OF EMPLOYMENT</b>
1	Leaupepe Peleseuma Mata'utia F.S. Ropati	Public Trustee	27.5	Contract
2	Mao Paniani Va'a	Assistant Public	20.2	Contract

		Trustee-Estates & Trusts		
3	Malielegaoi Pogi Muliau	Manager Finance & Investment	1.1	Permanent
4	Patisepa Failauga	Administration Officer	12.1	Permanent
5	Easter Pele Fuimaono	Estates & Trusts Officer	2.5	Permanent
6	Gardenia Matatia	Accounts Officer	0.1	Permanent
7	Gloria Poloa	Estates & Trusts Officer	0.1	Permanent
8	Iosefa Maugatai	Driver	13	Permanent

### **Organisation and Staff**

Eteline Otto Isaia, who was initially employed as an Accounts Officer in February 2017, was terminated from her employment in February 2020.

In May 2020, Gardenia Matatia and Gloria Poloa were recruited as the Accounts Officer and an Estates & Trusts Officer.

As in previous years, our concentration continued to focus on enhancing the standards of estates administration work and the timely and effective processing of the old estates backlog; recovery of funds from a diminishing loans portfolio (as the office's lending scheme ceased to operate in 1997) and ensuring that proper management systems, internal controls and operational policies were regularly reviewed to safeguard trust funds.

**Significant progress has been made in the administration of the majority of old estates, some of which are near finalization.**

Client contentment and swift turnover of estates under the office's administration remain the vital measures of assessing staff performance.

### **Conclusion**

My sincerest gratitude to all parties, individuals and organizations both in the private and public sectors that have assisted in rendering the service for which we are duty bound to provide to the public.

I also acknowledge with thanks the individual efforts and contributions of Management and staff which made the overall organizational results and achievements for the year a direct reflection of teamwork.

Ma le fa'aaloalo tele



.....  
**Leaupepe Peleseuma Mata'utia F.S. Ropati**  
**Public Trustee**

Public Trust Office  
Directors' Report  
For the year ended 30 June 2020

---

The Directors present their report together with the Public Trust Office's Financial Statements for the year ended 30 June 2020 as set out on the accompanying pages and the Auditors' Report thereon in accordance with the Public Finance Management Act 2001 and the Public Bodies (Performance and Accountability) Act 2001.

**Directors**

The Directors of the Public Trust Office Investment Board at the date of this report are:

Tagaloa Fa'afouina Su'a	(Chairperson)
Asi Tuiataga James Faafili Blakelock	(Director)
Toleafoa Vaega Lei Sam	(Director)
Hon. Tuu'u Leota Anasii Leota	(Director)
Elizabeth Chan-Tung Peters	(Director)

**Principal Activity**

The principal activity of the Public Trust Office is to provide the public with access to professional advice and service in relation to Trustee services including Wills, Estate Administration and Trust Management; protect the financial interests of individuals under a legal, physical or intellectual disability where the Public Trustee is appointed to act on their behalf or no person is authorized to give a valid discharge for payment of any money or to deliver property to any such person; and to act as agent for Government in managing compensation funds/unclaimed monies/trust funds for which beneficiaries are yet to be determined and confirmed. There has been no change in the principal activity of the Public Trust Office during the year.

**State of Affairs**

In the opinion of the Directors:

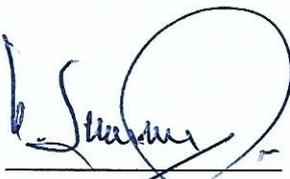
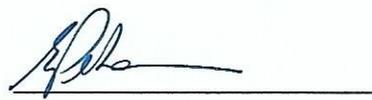
- (i) the accompanying Statement of Financial Performance, Statement of Changes in Equity and Reserves and Statement of Cash Flows are drawn up so as to give a true and fair view of the operations and results of the Office for the year ended 30 June 2020;
- (ii) the accompanying Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs of the Office as at 30 June 2020.

**Operating Results**

The net profit for the year is \$436,874 (2019: a net profit of \$517,842).

Dated at Apia this 16<sup>th</sup> day of October 2020.

Signed in accordance with a resolution of the Directors.

  
\_\_\_\_\_  
**DIRECTOR**  
\_\_\_\_\_  
**DIRECTOR**



## AUDIT OFFICE

Please address all correspondences  
to the Controller and Auditor General

### REPORT OF THE AUDIT OFFICE

#### TO THE GOVERNING BODY IN CHARGE OF GOVERNANCE – PUBLIC TRUST OFFICE

##### Audit Opinion

We have audited the accompanying Financial Statements of the Public Trust Office which comprises the Statement of Financial Position as at 30 June 2020, and Statements of Financial Performance, Cash Flows and Changes in Equity for the year then ended, a Summary of Significant Accounting Policies and Other Explanatory Notes. The Accounting Firm of Lesā ma Penn, Chartered Accountants, assisted in the audit. The Engagement Partner on the audit resulting in this Independent Auditor's Report is Matata'uali'itia Afa Lesa.

In our opinion, the financial statements give a true and fair view of the financial position of the Public Trust Office as at 30 June 2020, 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

We conducted our audit in accordance with International Standards on Auditing (ISA). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of Financial Statements* section of our report. We are independent of the Public Trust in accordance with the ethical requirements that are relevant to our audit of financial statements in Samoa, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

##### Responsibilities of Those Charged with Governance for the Financial Statements

Directors and Management are responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; making accounting estimates that are reasonable in the circumstances.

In preparing the financial statements, the Directors are responsible for assessing the Public Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern.

The Directors are responsible for overseeing the Public Trust's financial reporting process.

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

Our 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 our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards on Auditing 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 these financial statements.

As part of an audit in accordance with these International Standards on Auditing, we exercise professional judgment and maintain professional skepticism throughout the audit. We 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 our 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.



## AUDIT OFFICE

Please address all correspondences  
to the Controller and Auditor General

- 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 Office's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors and management's 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 Public Trust's ability to continue as a going concern. If we conclude that material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures, are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report.
- 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.

We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### Report on Other Legal and Regulatory Requirements

In accordance with the requirements of the Public Trust Act 1975,

In our opinion:

- (a) Proper books of account have been kept by the Public Trust, so far as it appears from our examination of those books; and
- (b) The financial statements are in agreement with the books of account; and
- (c) To the best of our knowledge and according to explanations given to us the financial statements give the information required by the Public Trust Act 1975 in the manner so required.

Our audit was completed on the 21st October 2020 and our opinion is expressed as at that date.

Jaslyn T. Mariner Leota

**ASSISTANT CONTROLLER AND AUDITOR GENERAL**

Apia, Samoa  
26<sup>th</sup> October 2020

**PUBLIC TRUST OFFICE**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**30 JUNE 2020**

**PUBLIC TRUST OFFICE  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2020**

---

<b>CONTENTS</b>	<b>PAGE</b>
Statement of Financial Performance	5
Statement of Financial Position	6
Statement of Changes in Equity and Reserves	7
Statement of Cash Flows	8
Notes to the Financial Statements	9-18

Public Trust Office  
Statement of Financial Performance  
For the year ended 30 June 2020

		2020	2019
<b>INCOME</b>	<b>Notes</b>	<b>\$</b>	<b>\$</b>
Administration fees		281,417	440,693
Commission earned		310,486	193,726
Interest from loans		-	1,082
Dividend Income		209,091	250,726
Doubtful debts recovered		27,771	-
Other income		1,118	1,162
Government Grant		490,333	398,410
<b>Total Income</b>		<u>1,320,216</u>	<u>1,285,799</u>
<b>EXPENDITURES</b>			
Administration expenses	3	476,105	482,412
Finance costs		619	984
Directors fees and allowances	4	102,382	105,784
Depreciation	11	30,713	30,686
Salaries and wages		400,957	371,731
<b>Total Expenditures</b>		<u>1,010,776</u>	<u>991,597</u>
<b>OTHER GAINS(LOSSES)</b>			
Gains/(losses) on UTOS investments		127,434	223,640
<b>Total other gains/(losses)</b>		<u>127,434</u>	<u>223,640</u>
<b>Net profit/(loss)</b>		<u>436,874</u>	<u>517,842</u>

The accompanying notes form an integral part of the above financial statement.

Public Trust Office  
Statement of Financial Position  
As at 30 June 2020

	Notes	2020 \$	2019 \$
<b>Non current assets</b>			
Loans receivable	10	285,594	282,985
Fixed assets	11	69,442	78,283
Estates with debit balances		1,114,943	1,215,363
<b>Total non current assets</b>		<b>1,469,979</b>	<b>1,576,631</b>
<b>Current assets</b>			
Cash and Cash equivalents	5	1,721,390	155,346
Investments	6	7,580,484	7,019,259
Other debtors and prepayments	7	189,535	434,105
<b>Total current assets</b>		<b>9,491,409</b>	<b>7,608,710</b>
<b>TOTAL ASSETS</b>		<b>10,961,388</b>	<b>9,185,341</b>
<b>EQUITY AND LIABILITIES</b>			
<b>Non current liabilities</b>			
Funds - Estate, Trust and Compensation Accounts	8	4,784,365	3,336,379
Unclaimed monies	13	447,726	447,100
<b>Total non current liabilities</b>		<b>5,232,091</b>	<b>3,783,479</b>
<b>Current liabilities</b>			
Dividend Payable		152,906	181,244
Other creditors and accruals	9	397,133	321,714
<b>Total current liabilities</b>		<b>550,039</b>	<b>502,958</b>
<b>Equity and Reserves</b>			
Government equity	12	18,780,650	18,780,650
Assurance and reserve deficit		(8,628,331)	(8,628,331)
Accumulated loss		(4,979,447)	(5,263,415)
Reserve for legal expenses		6,388	10,000
<b>Total Equity and Reserves</b>		<b>5,179,259</b>	<b>4,898,904</b>
<b>TOTAL EQUITY AND LIABILITIES</b>		<b>10,961,388</b>	<b>9,185,341</b>

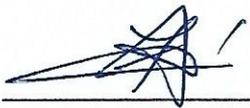
For and on behalf of the Board:



Public Trustee

16/10/2020

Date



Chairman

16/10/20

Date

The accompanying notes form an integral part of the above financial statement.

Public Trust Office  
Statement of Changes in Equity and Reserves  
For the year ended 30 June 2020

	Government Equity	Reserve for legal expenses	Assurance and Reserve Fund	Accumulated profit / (loss)	Total
	\$	\$	\$	\$	\$
<b>Balance as at 30 June 2018</b>	<b>18,780,650</b>	<b>10,000</b>	<b>(8,628,331)</b>	<b>(5,336,172)</b>	<b>4,826,147</b>
Net profit/(loss) for the year				517,842	517,842
Dividend paid to Government FY 2017-2018				(263,841)	(263,841)
Dividend payable				(181,244)	(181,244)
<b>Balance as at 30 June 2019</b>	<b>18,780,650</b>	<b>10,000</b>	<b>(8,628,331)</b>	<b>(5,263,415)</b>	<b>4,898,904</b>
Legal fees		(3,612)			(3,612)
Net profit/(loss) for the year				436,874	436,874
Dividend payable				(152,906)	(152,906)
<b>Balance as at 30 June 2020</b>	<b>18,780,650</b>	<b>6,388</b>	<b>(8,628,331)</b>	<b>(4,979,447)</b>	<b>5,179,259</b>

The accompanying notes form an integral part of the above financial statement.

Public Trust Office  
Statement of Cash Flows  
For the year ended 30 June 2020

		<b>2020</b>	<b>2019</b>
		\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	Notes		
Cash received from administration fees & commission		591,903	634,270
Cash received from other income		1,118	2,393
Cash received from estates		2,989,578	1,718,850
Cash paid to suppliers and employees		(1,016,399)	(908,321)
Cash paid out to estates		(1,517,431)	(1,966,950)
<b>Net cash from operating activities</b>		<u>1,048,769</u>	<u>(519,758)</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Cash received on loan repayments		26,585	30,127
Dividend received from UTOS		353,722	250,726
Investments with UTOS	6	403,051	384,005
Cash withdrawn from UTOS	6	-	(266,559)
Purchases of fixed assets	11	(13,947)	(9,652)
Gain on disposal of fixed assets		-	-
<b>Net cash from investing activities</b>		<u>769,411</u>	<u>388,648</u>
<b>Cash flows from financing activities</b>			
Grants from Ministry of Finance		490,333	398,410
Dividend paid to Government		(181,244)	-
<b>Net cash from financing activities</b>		<u>309,089</u>	<u>398,410</u>
Net Increase/(decrease) in cash balances		2,127,269	267,299
Add: Opening balance		7,174,605	6,907,306
<b>Net cash balances</b>		<u>9,301,874</u>	<u>7,174,605</u>
<b>Represented by:</b>			
Cash and Cash Equivalents	5	1,721,390	155,346
Investments	6	7,580,484	7,019,259
<b>Total cash and cash equivalents</b>		<u>9,301,874</u>	<u>7,174,605</u>

The accompanying notes form an integral part of the above financial statement.

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

---

**1. General information**

The Public Trust Office's main activities are the administration of estates of deceased persons; management of trust funds for minors; drafting, executing and safekeeping of wills; and other trustee services.

The Public Trust Office is incorporated as a corporation sole under the Public Trust Office Act 1975. The Public Trust Office Investment Board currently comprises of five independent Directors.

The Public Trust Office main office premises are located on the 5<sup>th</sup> floor of the Tui Atua Tupua Tamasese Efi building.

The Public Trust Office is designated as a Public Trading Body under the Public Bodies (Performance and Accountability) Act 2001. As a Public Trading Body, the Corporation is required to follow the requirements of the Public Finance Management Act 2001.

These financial statements were authorized for issue by the Board of Directors on 16<sup>th</sup> October 2020.

**2. Statement of significant accounting policies**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**a. Basis of Preparation**

These financial statements have been prepared in accordance with the requirements of the Companies Act 2001 and the *International Financial Reporting Standards (IFRS)* issued by the International Accounting Standards Board (IASB). The financial statements have been prepared on the historical cost basis as modified by the revaluation of certain financial assets and liabilities. The principal accounting policies are stated to assist in a general understanding of these financial statements. The financial statements are prepared in Samoan Tala.

The preparation of the financial statements in conformity with IFRS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Although these estimates are based on management's best knowledge of current events and actions, actual results may differ from those estimates.

***Standards, interpretations and amendments issued but not yet effective***

The following standards, amendments and interpretations to existing standards have been published and are mandatory for accounting periods beginning on or after 1 July 2011 or later periods as stated, but the office had not adopted them earlier. Adoption of these standards and interpretations will not have any significant impact on the Public Trust Office's financial statements.

IFRS 1 Amendment	First-time adoption: Exemption for severe hyperinflation and removal of fixed dates	1 July 2011
---------------------	--	-------------

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

IFRS 7 Amendment	Financial instruments: Disclosures on transfer of financial assets	1 July 2011
IAS 12 Amendment	Income taxes: Deferred tax	1 January 2012
IAS 1 Amendment	Financial statement presentation regarding other comprehensive income accounting for investment properties	1 July 2012
IFRS 9 Amendment	Financial instruments: Classification and measurement	1 January 2013
IAS 19 Amendment	Employee benefits	1 January 2013
IFRS 10	Consolidated financial instruments	1 January 2013
IFRS 11	Joint Arrangements	1 January 2013
IFRS 12	Disclosures of interests in other entities	1 January 2013
IFRS 13	Fair value measurement	1 January 2013
IAS 27 (Revised)	Separate financial statement	1 January 2013
IAS 28 (Revised)	Associates and joint ventures	1 January 2013
IFRS 15	Revenue from Contracts with Customers	1 January 2018
IFRS 16	Leases	1 January 2019

**b. Principles underlying the conduct of estates, trusts, administration & loans portfolio**

- **Estates, Trusts and Administration segment:**

The Estates, Trusts and Administration segment of the Office represents the core functions of the Office that deal directly with estates administration, trusts management as well as the daily administration of the Office's operations. The grouping together of these core functions under segment reporting is necessary to determine the allocation of costs between the Office's current operations, being the segment noted above, and that of its diminishing loans portfolio.

- **Loans portion segment:**

The loans division of the Public Trust Office is a diminishing portfolio given that it no longer provides lending services. As such, the office is dealing with the recovery of outstanding loan balances.

**c. Interest on mortgages and unsecured loans**

Interest on loans is calculated monthly and charged to loan accounts on a quarterly basis.

**d. Commission and other income**

Commission and other revenues from clients are recognized in terms of the Public Trust Office Regulations when cash is received from clients.

**e. Reserve for doubtful loans**

Loans are stated at expected net realizable value. A reserve has been set up from assessments of the loans portfolio.

**f. Special funding (Government support)**

Pursuant to Section 20 of the Public Trust Office Act 1975, if office funds are at any time insufficient to meet the Office's liabilities and commitments, such funds as may be necessary to meet those liabilities and commitments shall be charged on the Treasury Fund as statutory expenditure, and be

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

---

granted by the Minister of Finance out of the Treasury Fund to the Public Trustee. If the Minister of Finance determines that any money granted to the Office shall be repaid to the Treasury Fund, the Office shall reply with such determination as soon as there are Office funds available for such repayment.

**g. Assurance and reserve funds**

The reserve for loan losses as part of the Assurance and Reserve balance is a requirement under Section 17 of the Public Trust Office Act 1975. The reserve for loan losses is now disclosed or offset against the gross loans balance per Note 10 and no longer appears on the face of the financial position as part of the Assurance and Reserve accounts.

**h. Estate assets**

Estate assets other than cash held by the Public Trustee on behalf of estates are not incorporated in the financial statements. Interest is calculated, where necessary, on estate accounts as well as trust and compensation accounts with credit balances at 1% per annum.

**i. Funds – Estate, Trust and Compensation Accounts**

Funds – Estate, Trust and Compensation Accounts are funds for cash balances only of individual estate, trust and compensation accounts held in the Common Fund.

**j. Advances to estates and beneficiaries**

By virtue of Sections 32 and 33 of the Public Trust Office Act 1975, advances may be allowed to estates as well as estate beneficiaries.

**k. Income tax**

The Public Trust Office is exempted from taxation under Section 7(a) of the Income Tax Act 1974.

**l. Cash and cash equivalents**

Cash and cash equivalents consist of cash at bank and on hand.

**m. Receivables**

Receivables are recognized initially at fair value. Due to the short term nature of these assets, the recoverable value, i.e. allowable for doubtful debts, will be the fair value.

**n. Fixed assets are measured at cost less accumulated depreciation and impairment losses.**

Depreciation is charged to profit or loss on a straight-line basis over the estimated useful life of each fixed asset. The rates at which depreciation is charged are as follows:

• Computers	25%
• Motor vehicles	25%
• Office furniture, equipment and library	20%
• Leasehold improvements	2.5%

The residual value is reassessed annually.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognized within other (losses)/gains – net, in the income statement.

**o. Payables**

Accounts payable and other accounts payable are recognized when the Office becomes obliged to make future payments resulting from the purchase of goods and services.

Payables are recognized at cost which is the fair value of the consideration to be paid in the future for goods and services received. Given the short term nature of most payables, the carrying amounts approximate fair value.

**p. Provisions**

A provision is recognized in the balance sheet when the Public Trust Office has a present legal or constructive obligation as a result of a past event, and it is more likely than not that an outflow of economic benefits will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognized for future operating losses.

**q. Employee benefits**

The Public Trust Office contributes towards the Samoa National Provident Fund (SNPF), a defined contribution plan, in accordance with local legislation and to which it has no commitment beyond the payment of contributions.

Obligations for contributions to the defined contribution plan are recognized immediately in profit or loss.

**r. Comparatives**

Where necessary, previous periods' comparatives have been changed to conform with the presentation of financial information for the current year.

**s. Valuation of UTOS investments**

International Accounting Standards (IAS) has updated its standard on disclosure of financial instruments whereby UTOS investments are classified and measured either under the amortised cost basis or the fair value basis.

UTOS convertible notes and UTOS promissory notes are measured using the amortised cost basis.

However, UTOS unit investments are measured using the fair value method with any gains/losses recorded in the Statement of Financial Performance.

Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. Therefore, fair value is the repurchase price less the withdrawal price.

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

**3. Administration expenses**

Details of administration expenses are specified as follows:

	2020	2019
	\$	\$
ACC levy	4,009	3,717
Advertising	23,985	24,017
Audit fees	45,812	50,384
Donations	3,500	800
Insurance	3,861	3,965
Interest on estates	-	159
Legal fees	-	2,300
SNPF subsidies	32,076	26,022
Office expenses	4,269	3,462
Printing and stationery	15,100	14,144
Rent	274,692	260,788
Repairs and maintenance	14,612	15,045
Staff training	3,073	21,309
Telephone and postage	13,422	15,276
Transport and travelling	16,356	16,288
Other staff cost	21,337	15,000
Other Expenses	-	8,271
Loss on Disposal of Fixed Assets	-	1,463
<b>Total administration expenses</b>	<b><u>476,105</u></b>	<b><u>482,412</u></b>

**4. Directors' fees and allowances**

Directors' fees and allowances are specified as follows:

	2020	2019
	\$	\$
Board expenses	9,752	11,285
Directors' fees and allowances	92,630	94,500
<b>Total Directors' fees and allowances</b>	<b><u>102,382</u></b>	<b><u>105,784</u></b>

In September 2015 and pursuant to a Cabinet Directive FK(15)31, Directors fees were increased to \$18,000 per annum per member and \$22,500 per annum for the Chairman.

**5. Cash and cash equivalents**

Details of cash and cash equivalents are specified as follows:

	2020	2019
	\$	\$
Petty Cash	100	100
ANZ Bank (Samoa) Ltd	368,677	114,300
ANZ Bank Operating Account	58	(2)
ANZ Bank Visa Debit Card	100	-
Bank South Pacific	14,928	8,608
National Bank of Samoa	647	32,341
<b>Total Cash at bank &amp; on hand</b>	<b><u>384,510</u></b>	<b><u>155,346</u></b>
ANZ Bank Term Deposits	381,812	-
National Bank of Samoa - Term Deposit	955,069	-
<b>Total Term Deposits</b>	<b><u>1,336,881</u></b>	<b><u>-</u></b>
<b>Total cash and cash equivalents</b>	<b><u>1,721,390</u></b>	<b><u>155,346</u></b>

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

**6. Investments**

Details of investments are specified as follows:

	2020	2019
	\$	\$
UTOS units investment movement as follows:		
Beginning balance is:	7,019,259	6,518,741
Additional 231,280.72 units during the year valued \$1.65 average	380,865	383,072
Increase (decrease) in fair value	222,185	384,005
Withdrawal of 5,393 units at withdrawal price \$1.64	(8,845)	(1,223)
Withdrawal of 19,988 units at withdrawal price \$1.65	(32,980)	(263,841)
Withdrawal of 934 units at withdrawal price \$1.60	-	(1,494)
<b>Ending balance at 4,512,193.00 units valued at \$1.68</b>	<b>7,580,484</b>	<b>7,019,259</b>

Investments with UTOS consist of Office funds as well as funds from Estate, Trust and Compensation accounts as detailed below:

	2020	2019
	\$	\$
Estate, Trust and Compensation Accounts	3,164,871	2,932,430
Office Funds	4,415,613	4,086,829
<b>Total investments with UTOS</b>	<b>7,580,484</b>	<b>7,019,259</b>

**7. Other debtors and prepayments**

Details of other debtors and prepayments are specified as follows:

	2020	2019
	\$	\$
Dividend receivable	180,488	430,629
Prepayments	9,047	3,476
<b>Total other debtors and prepayments</b>	<b>189,535</b>	<b>434,105</b>

**8. Funds - Estate, Trust and Compensation accounts**

Details of the above accounts are specified as follows:

	2020	2019
	\$	\$
Estate funds	1,960,852	649,877
Trust Funds	297,051	313,553
Compensation funds	1,862,726	1,803,967
Unrealised gains & losses on UTOS investments	663,735	568,982
<b>Total Estate, Trust and Compensation accounts</b>	<b>4,784,365</b>	<b>3,336,379</b>

**9. Other creditors and accruals**

Details of other creditors and accruals are specified as follows:

	2020	2019
	\$	\$
Accrued expenses	298,945	248,037
VAGST	97,015	72,554
Other creditors	1,173	1,123
<b>Total other creditors and accruals</b>	<b>397,133</b>	<b>321,714</b>

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

**10. Loans receivable**

Details of loans receivable are specified as follows:

	Mortgage	Unsecured	2020 Totals	2019 Totals
	\$	\$	\$	\$
Gross loans	122,810	1,347,138	1,469,947	1,516,930
Reserve for doubtful loans	-	(1,184,353)	(1,184,353)	(1,233,944)
	<b>122,810</b>	<b>162,785</b>	<b>285,594</b>	<b>282,985</b>

**Movement of reserve for doubtful loans:**

Opening balance	-	(1,233,944)	(1,233,944)	(1,233,944)
Less: Bad debts recovered	-	27,771	27,771	-
Loans written off	-	21,821	21,821	-
<b>Closing balance</b>	<b>-</b>	<b>(1,184,353)</b>	<b>(1,184,353)</b>	<b>(1,233,944)</b>

**11. Fixed assets**

Details of fixed assets are specified as follows:

Cost	Computers	Motor Vehicles	Office Furniture and Equipment	Work in progress - Computers	Total
Opening balance as at 30 June 2019	45,178	270,525	50,721	-	366,423
Additions	-	-	6,024	15,847	21,871
Disposal	-	-	-	-	-
Balance as at 30 June 2020	<b>45,178</b>	<b>270,525</b>	<b>56,745</b>	<b>15,847</b>	<b>388,295</b>
<b>Depreciation</b>					
Opening balance as at 30 June 2019	37,218	214,431	36,490	-	288,140
Depreciation charged	2,826	23,043	4,843	-	30,713
Disposal	-	-	-	-	-
Balance as at 30 June 2020	<b>40,045</b>	<b>237,475</b>	<b>41,333</b>	<b>-</b>	<b>318,853</b>
<b>Net Book Value</b>					
Balance as at 30 June 2019	<b>7,960</b>	<b>56,094</b>	<b>14,231</b>	<b>-</b>	<b>78,283</b>
Balance as at 30 June 2020	<b>5,133</b>	<b>33,050</b>	<b>15,413</b>	<b>15,847</b>	<b>69,442</b>

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

<b>Cost</b>	<b>Computers</b>	<b>Motor Vehicles</b>	<b>Office Furniture and Equipment</b>	<b>Total</b>
Opening balance as at 30 June 2018	133,352	272,662	187,304	593,318
Additions	4,140		5,511	9,651
Disposal	(92,314)	(2,137)	(142,094)	(236,545)
Balance as at 30 June 2019	<u>45,178</u>	<u>270,525</u>	<u>50,721</u>	<u>366,424</u>
 <b>Depreciation</b>				
Opening balance as at 30 June 2018	127,188	193,525	171,790	492,503
Depreciation charged	2,271	23,043	5,372	30,686
Disposal	(92,241)	(2,137)	(140,672)	(235,050)
Balance as at 30 June 2019	<u>37,218</u>	<u>214,431</u>	<u>36,490</u>	<u>288,140</u>
 <b>Net Book Value</b>				
Balance as at 30 June 2018	<u>6,164</u>	<u>79,137</u>	<u>15,514</u>	<u>100,814</u>
Balance as at 30 June 2019	<u>7,960</u>	<u>56,094</u>	<u>14,231</u>	<u>78,283</u>

**12. Government equity**

Details of Government equity are specified as follows:

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
Government equity	<u>18,780,650</u>	<u>18,780,650</u>

**13. Unclaimed funds**

Details of unclaimed funds are specified as follows:

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
Unclaimed monies	<u>447,726</u>	<u>447,100</u>

The above amount represents compensation funds as well as other estate and trust funds that have been with the office for a significant number of years and as such, have been classified as 'unclaimed' pursuant to the Public Finance Management Act 2001 and which are payable to the Ministry of Finance (MoF).

**14. Capital commitments and contingent liabilities**

There are several pending claims/cases filed against the Office throughout the financial year.

This includes an eviction claim filed in the financial year ending 30 June 2010 where the Supreme Court ruled that the squatter was not entitled to this property by way of adverse possession but at the same time ordered the Public Trustee and the Defendant (claiming compensation of \$100,000) to negotiate and finalize a settlement amount. This amount is yet to be finalized as both parties have yet to reach an agreement.

Public Trust Office  
Notes to the Financial Statements  
For the year ended 30 June 2020

Other cases are yet to be heard in court. This includes a counter-claim of \$300,000 against a particular estate which will be paid for by the beneficiaries of that estate if said counter-claim is successful. The office is awaiting the pursuance of this matter in court by the Defendant.

In March 2020, the Supreme Court had ruled against the Office in an estate proceeding concerning payment of its statutory fees and entitlements. The Office's subsequent appeal is scheduled for hearing in the Court of Appeal in August 2020. If unsuccessful, the Office may be required to pay estimated costs of around \$59,000.00.

**15. Change in Accounting Policy IAS 20**

The Public Trust Office until 30 June 2018 has accounted for annual Appropriation from Government as Capital in terms of IAS 20. However, a further review of the nature of this Appropriation pursuant to Section 18 (3) of the Public Trust Office Act 1975 indicated that said Appropriation is to assist the Office in meeting its operating costs. It followed therefore that the Appropriation should be accounted for through the Profit and Loss rather than being credited to Equity.

The change was effective for the financial year ended 30 June 2018 and comparative figures for the year ended 30 June 2017 were changed accordingly for comparison purposes.

The effect of this Change in Accounting Policy is the increase in income by \$493,000 for the year ended 30 June 2018 and \$502,000 for the year ended 30 June 2017.

**Statement of Changes in Equity for the year ended 30 June 2018**

The following are extracts of the Public Trust Office financial statements after the application of the Changes in Accounting Policy.

	Government Equity	Reserve for legal expenses	Assurance and Reserve Fund	Accumulated profit / (loss)	Total
	\$	\$	\$	\$	\$
<b>Balance as at 30 June 2018</b>	<b>18,780,650</b>	<b>10,000</b>	<b>(8,628,331)</b>	<b>(5,336,172)</b>	<b>4,826,147</b>
Net profit/(loss) for the year				517,842	517,842
Dividend paid to Government FY 2017-2018				(263,841)	(263,841)
Dividend payable				(181,244)	(181,244)
<b>Balance as at 30 June 2019</b>	<b>18,780,650</b>	<b>10,000</b>	<b>(8,628,331)</b>	<b>(5,263,415)</b>	<b>4,898,904</b>
Legal fees		(3,612)			(3,612)
Net profit/(loss) for the year				436,874	436,874
Dividend payable				(152,906)	(152,906)
<b>Balance as at 30 June 2020</b>	<b>18,780,650</b>	<b>6,388</b>	<b>(8,628,331)</b>	<b>(4,979,447)</b>	<b>5,179,259</b>

**16. Events occurring after Balance Sheet**

There are no events subsequent to balance sheet date which requires recognition or disclosure in these financial statements (2019:nil).

**17. Lease**

The Deed of Lease between the Ministry of Finance (Landlord) and the Public Trust Office (Tenant) was signed and sealed on 4<sup>th</sup> April 2019 for a two (2) year term (as per Item 4 of Appendix 1). The total monthly rent payment rate of \$24,992.23 (VAGST inclusive) covers the office premises and car parking areas.

This Deed of Lease has expired and the lease renewal process was not finalized within the financial year. As such, the Lease Liability and Right of Use Asset is not disclosed in the Financial Statements in accordance with IFRS 16.

**18. COVID-19 Stimulus Package Financial Assistance**

The Investment Board resolved for a tentative stimulus package by the Office to the Government of Samoa to assist with the economic impact of the COVID-19 pandemic.