

MUKONO HAND IN HAND UGANDA SNE CENTRE-END OF 2024 ANNUAL NARATIVE REPORT

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A. . INTRODUCTION

- Annual Message by SNE Board Chairperson:draft under review



Dear Esteemed Stakeholders,

As we conclude another year at Mukono Hand in Hand Uganda Specialized Needs Education (SNE) Centre, it is my honor to take this opportunity to reflect on our journey throughout 2024. This year has been one of growth, resilience, and notable achievements, made possible by the dedication and support of each and every one of you.

Throughout the year, we have witnessed incredible transformations within our center. Our team of educators and support staff have tirelessly worked to provide an inclusive environment where every student can thrive. The commitment to our mission, despite the trials we faced—including the ongoing regulatory challenges and financial constraints—highlights the tenacity of our community. Together, we have shown that with unwavering focus and determination, we can overcome any obstacle.

We continue celebrating the progress on licensing our SNE school through Mukono Municipal Council spearheaded by the Town Clerk. We do continue pursuing the full government financial and material support as well as having our qualified teachers on-boarded to government pay roll.

This year, we expanded our educational sponsorship program, enabling 103 learners from diverse backgrounds to benefit from quality education. Their success stories, such as that of Mawerere Joshua and Zipora among others, shine a light on the impact that your support has on individual lives. Each student's progress not only reflects their hard work but also the support they receive from a caring community like ours.

In our Mukono Municipal SNE Primary School, the collective effort of our teachers has fostered an environment of academic excellence and personal growth. Notable improvements in learners' attendance,

sign communication and performance have been a source of pride for us all. Furthermore, the establishment of the Child Protection Committee and integration of vocational training programs have allowed our students to explore their skills beyond academics, preparing them for the future.

Sports and extracurricular activities have also thrived this year, with our learners showcasing their talents and building invaluable life skills in leadership and teamwork. Their engagement in these activities reinforces our belief that education extends beyond the classroom, creating well-rounded individuals who are ready to contribute to society.

As we celebrate our milestones, it is essential to recognize the challenges that lie ahead. We continue to face pressing infrastructural needs and the demand for additional resources to maintain our quality of education. The financial constraints in our school fee structures have underscored the necessity for sustainable solutions, ensuring that no child is turned away due to financial barriers.

Looking forward to 2025, we are committed to further enhancing our teaching methods, especially in sign language education, to better support our diverse learners. We will also focus on community engagement to help us strategize and mobilize resources effectively. Together, we will work towards hosting our annual sponsorship beneficiaries and alumni meeting, a significant event that not only celebrates our support but also fosters community spirit and collaboration.

In closing, I want to extend my deepest gratitude to our board members, staff, parents, learners, and every supporter of our mission. Your tireless effort, belief in our cause, and generous contributions have been paramount to the positive strides we have made this year. Let us carry this momentum into the new year, united in our goal to empower all children to reach their fullest potential.

“Together We Achieve” is not just a motto; it is the essence of our journey. Thank you for being an integral part of the Mukono Hand in Hand Uganda SNE Centre family.

Warm regards,

Joyce Nalugya Sserunjogi
Chairperson
Mukono Hand in Hand Uganda SNE Centre

■ Organization Overview:

VISION: *To be the leading team in promoting improved Quality life for vulnerable communities in Mukono Municipality.*

MISSION: *Mukono HandIn Hand Uganda exists to contribute to the well-being of vulnerable communities through stimulation of appropriate community development approaches.*

GOAL: *To improve the well-being of vulnerable persons through the social and economic empowerment of communities geared towards the development of a sustainable safety net for vulnerable groups in the community.*

CORE OBJECTIVES:

- Education promotion with two components for children with special needs and Sponsorship for vulnerable children.
- Promotion of quality health services to the community through the SNE WASH programs.
- Promotion of Community need led initiatives to enhance social and economic transformation.

B. ANNUAL REPORT HIGHLIGHTS

The Mukono Hand in Hand Uganda SNE Centre's End of 2024 captures the extensive efforts and activities implemented between January and December. This report consolidates the contributions of dedicated stakeholders, including the HIHU and SNE Centre Board, donors, staff, parents, children, and community members.

This year has been characterized by a focus on achieving organizational goals amidst unforeseen challenges such as Uganda Revenue Authority (URA) requirements, which necessitated emergency adjustments. Despite these constraints, the unwavering commitment of staff and stakeholders to excellence and innovation has resulted in significant milestones, particularly in areas of policy compliance, education sponsorship, school development, vocational training, and health and welfare support for learners.

This document provides a comprehensive review of the achievements, ongoing projects, challenges faced, and lessons learned, highlighting the resilience and collective effort that continue to propel Mukono Hand in Hand Uganda towards its mission of empowering children and fostering sustainable community development.

C. KEY PROGRAMS' ACHIEVEMENTS

1. Governance and Strategic Planning:

A team of committed leaders has greatly contributed to the achieved strategic direction. Below are some of them.



Above left to right: Farida-Principle Education Officer Mukono Municipal Council, Joyce-HIHU SNE Centre Board Chairperson, Francis-Town Clerk Mukono Municipal Council, Stephen-Treasurer HIHU SNE Centre, Helge-HIHU Board Chairman, Olivia-School Inspector Mukono Municipal Council and Loyce-Director HIHU SNE Centre.



Mrs Rebecca Ssabaganzi Bukenya,
Financial Analysis Support



Mr. Elly Nkalubo,
Community General Affairs Support



Mrs TINA ASEN ACHILLA
Human Resource Support

- Strengthened board engagement in strategic planning and organizational development initiatives.

- Developed a comprehensive organizational website to enhance visibility and transparency.
- Aligned all organizational operations with strategic goals to ensure regular progress monitoring.
- Coordinated the licensing of HIHU SNE Centre to now called Mukono Municipal SNE Primary School and still pursuing for the government financial and material support as well as on-boarding the current qualified primary section teachers onto government pay roll.
- Memorandum of understanding (MOU) and school government registration:
The MOU is still pending the Solicitor General approval per government standards and the school coding and teachers interviews are expected to fully materialize in March 2025 based on Town Clerk's update by end of December 2024.

2. Policy Compliance and Organizational Development:

- Budget Adjustment: Realignment of budget codes to meet tax obligations.
- Memorandum of Understanding (MOU): Engagement efforts progressed to underpin organizational development.
- Completion of the 2013 to 2023 Audit reports reviews and generation for the missing ones and adherence to Uganda Revenue Authority (URA) tax requirements.
- Finalize the URA tax assessments and have the old TIN closed and continue with the new TIN to enable clean records in 2025. (refer to appendices below for detailed report)
- Child Protection Committee: Continued child protection committee at Mukono municipal SNE Primary School that was established on 15th March 2024 purposely to foster and promote safety and well-being of all learners within the school and also ensure that cases related to abuse of children's rights or whatsoever within or around the school are attended to.
- Ensure all staff are fully aware of and compliant with organizational policies and external regulatory requirements.

3. Education Sponsorship Program Enhancement:

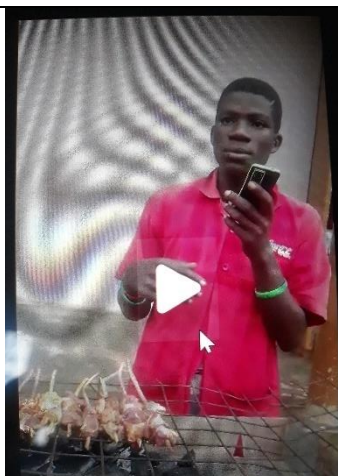
- Supported 103 students across various levels of education having 46 in primary, 42 in secondary and 15 in institutions.
- Regular feedback from parents, schools and stakeholders.
- Annual Performance reviews and learner progress reports has strengthened beneficiary's commitment.
- Continuous utilization of electronic funds transfer systems for school fees and other individual projects financial support has lessened the workload for staff and parents since all payments reflect on bank statements of the organization and respective schools and individuals.
- Communication has kept improving through use of social media like Whats App groups having schools' administrators, parents, students and friends of parents not yet on Whats App. Documents, photos and information is exchanged on time despite the distant beneficiaries' family locations across the country.
- Expanded new sponsorship opportunities by Norway HIHU board and improved monitoring of sponsored learners' academic and vocational progress.
- Developed robust exit programs for learners completing their education, focusing on business start-up support and follow-up mechanisms.

- Introduced structured home-based educational support for learners with disabilities, particularly those unable to attend school due to multiple health challenges like Seguya Malone Elijah and Sharon.
- Successful graduations and business start-up support provided to students like Ssentamu Raymond (welding), Zipora (catering), Colline Kiganda, JOSHUA MAWERERE, LUWAGA ALEX, MWESIGWA SHARIF, OYO SMITH, among others already reported about in term one and two in details [are now working and earning income for personal and their family support](#). Some of their sponsors continued with supporting new children and those without sponsors but already in the program.

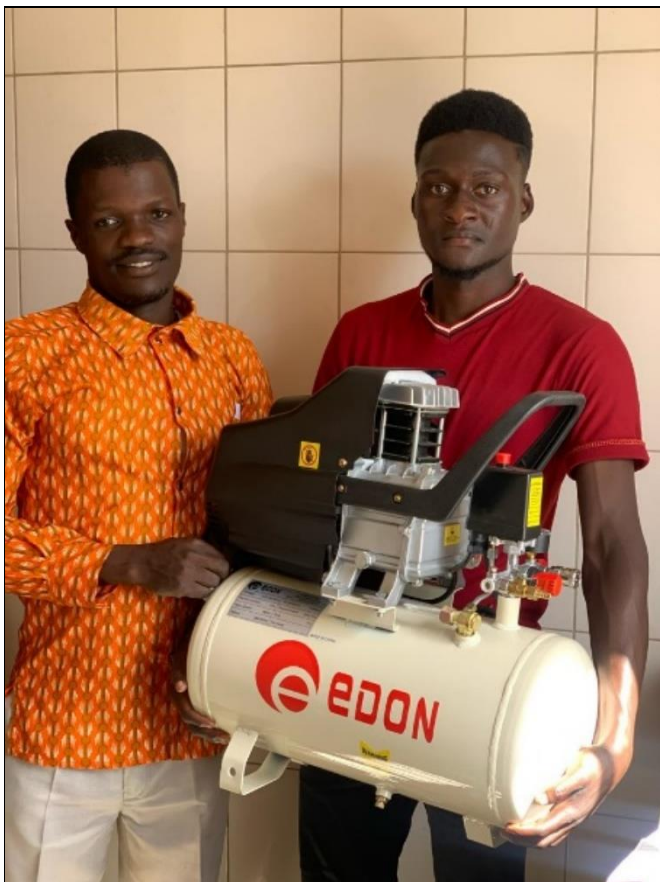
<i>EXITED PROGRAM AFTER S.6 2023</i>	<i>3</i>
<i>COURSE COMPLETION EXIT</i>	<i>6</i>
<i>HOME BASED SUPPORT</i>	<i>1</i>
<i>Not at school after senior four-Biyinzika Precious exited</i>	<i>1</i>



Mwesigwa Sharif receiving a startup support accompanied by his only elder sister.



Mwesigwa Sharif with his new phone for client's communication during deliveries. He got a new roasting charcoal stove.



MAWERERE JOSHUA-Currently he directly connects with clients to earn a living as a self-employed youth. Through metal spraying.



OYO SMITH-Below is a photo of Oyo in a black T-Shirt now taller than his dad. They are very grateful because he is able to earn income.

ALEX LUWAGA-With the acquired building tools bought from the start up support he is going to be marketable because he can as well take on a building offer given that he has the equipment required. This is going to enable him



4. Staff Development and Motivation:

- Implemented continuous professional development programs for staff, focusing on teaching strategies, technology use, and compliance awareness.
- Reinforced the staff SACCO initiative, providing financial support for personal and professional growth.
- Introduced structured performance evaluation and reward systems to encourage competitive and consistent staff performance.
- Improved staff understanding and compliance with policies and tax regulations.
- Enhanced academic performance through innovative teaching methods and well-prepared lesson plans.
- Increased capacity to support learners with diverse special needs.
- Better health outcomes for learners and staff through proactive measures.
- Empowered staff, equipped with vocational skills and financial management knowledge.
- Strengthened leadership skills and child protection mechanisms in the organization.
- Strengthened and improved activity reporting requirements set in place through technology utilization by each staff.

5. Mukono Municipal SNE Primary School Achievements:



- Enrolled 121 learners, with focused support for learners with disabilities having 43 boys and 78 girls as tabulated below

	Rehab	Baby	Middle	Top	P.1	P.2	P.3	P.4	P.5	Vocation
	10	16	11	10	16	16	10	17	05	10
BOYS	8	6	1	3	6	5	4	7	2	1
GIRLS	2	10	10	7	10	11	6	10	3	9

CATEGORY			
SECTION	NUMBER OF PUPILS	GIRLS	BOYS
Day	26	19	7
Boarding	95	59	36
TOTAL	121	78	43
DISABILITY	NUMBER OF PUPILS	GIRLS	BOYS
Normal	18	12	5
Deaf	69	39	25
Mentally Challenged	14	9	5
Autistic	6	0	6
Hydro Cephalus	3	2	1
· Speech Problem	3	2	1

Heart Problem	2	2	0
Mobility Problem	7	5	2
· Epileptic	2	2	0
Down syndrome	3	0	3

- Improved classroom environment and teacher performance through training and resource access.



- Successful implementation of vocational and skills training programs, including tailoring, beading, and crocheting.
- Progress in learners' use of sign language and individual academic performance.
- Academic and Teaching Progress:
 - ✓ With a strengthened infrastructure for print resources, academic performance improved significantly, and competition among learners intensified.
 - ✓ Timely preparation and implementation of lesson plans, learning materials, and assessments.
 - ✓ Enhanced support for deaf learners through the adaptation of learning materials.
 - ✓ Mid-term and end-of-term exams conducted, with improved academic outcomes.
 - Co-curricular and Extracurricular Activities:



- ✓ Learners and staff create time for games and sports internally and externally.
- ✓ Prefect elections held to instil leadership skills among learners.
- ✓ Participation in municipal SNE sports training and competitions.

6. Infrastructure and Facilities Management:

- Construction of new boys' toilets was supported by Norway friends and now in good shape and maintenance of the sewage tank.



- Enhanced cleanliness of the compound and administrative areas under project supervision.
- SNE Centre buildings maintained despite the increased numbers of learners and staff.

7. Learners Health and Welfare:



General health awareness to staff and SNE learners prefects.

- Effective management of health issues like malaria, measles, and URTI, with most affected learners recovering.
- Ongoing hygiene education and interventions to address personal hygiene and sanitation concerns.
- Health Initiatives: Sufficient provisions for health care were maintained, with vaccination drives achieving a participation rate of over 90%.
- Nutritional Support: Adjustments made to the kitchen, addressing food supply issues, integrating health-conscious meal preparations.

8. Income-Generating Projects progress:

- Continued increase of SNE Centre local income, which has increased like this:

2020: 8 million UGX,	2021: 18 million UGX	2022: 51 million UGX	2023: 139 million UGX	2024: XXX million UGX
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- Continued progress of the HIHU Investment Club, enabling staff to access low interest loans for education, housing, land and small businesses. (refer to appendices)
- Successful operation of the poultry project as a learning tool for income generation.
- Generated income through community water sales, which contributed to school utility bills.

9. Community Engagement and Visibility:

- Community Involvement: The SNE Centre was actively involved in community outreach functions, enhancing visibility and stakeholder support.

Below are some former clinic items donated to Mukono Regional Hospital.



- Partnership Building: Established and strengthened collaborations with Mukono Municipal Council, local organizations, schools, banks, community health Centers and individuals, who actively engaged with our learners with notable material contributions. These include Hand In Hand Uganda, Vision for African, Caritas and Signs of hope.sponsoring some learners.

10. Monitoring, Evaluation, and Reporting:

- Standardized data collection and reporting processes across all activities to track progress and outcomes effectively. (refer to separate excel attachment for the tool)
- Developed a monitoring frame work for tracking compliance with education policies and learner performance metrics.
- Incorporated feedback loops from stakeholders into decision-making and program improvement.

D. CHALLENGES ADDRESSED:

- I. **Financial Constraints:** Insufficient payment of school fees, leading to repetitive budget constraints and inability to meet operational costs. This is being managed by devising cost cutting approaches like growing school food, utilization of guest house space for girls accommodation for 3 to 5 years purposely to save for land purchase.
- II. **Staffing Issues:** Enhanced the teaching team's capacity to uplift academic standards and address learners' diverse special needs.
- III. **Management of water leaks** and financial strains caused by external emergencies.
- IV. **Addressed indiscipline and hygiene concerns** through guidance and counselling programs.

- V. Strengthened staff ability to foster leadership skills and safeguard learners' well-being.
- VI. Supported the vocational class staff to effectively teach vocational skills and foster entrepreneurial mindsets among learners.
- VII. Supported staff in managing personal finances and leveraging organizational resources for economic empowerment.

E. ORGANIZATIONAL DEVELOPMENT FOCUS AREAS:

✚ Continued sensitization on property management and cost reduction strategies to **Increase income or reduce costs to the order of 10 million UGX in the term, then we will be close to balance in our economy. Three realistic examples:**

- ✓ Be able to produce own food 5 - 8 million UGX cheaper per term than when buying food
- ✓ Increase school fees by 10% = 4.6 million UGX
- ✓ Government subsidy for teacher salaries and other expenses, 5 million UGX per term(?)

✚ **Increase in Sponsorship:**

- ✓ Seeking to improve awareness and fundraising opportunities to ensure all sponsored children have the means to continue their education.
- ✓ Create a scholarship fund supported by alumni and well-wishers.
- ✓ Diversify funding sources by approaching corporate sponsors or creating a "Sponsor a Child" program for international donors.

✚ **Use the guest house space for girls' accommodation purposely to make a termly saving of 5 million previously paid for rent.** This saving will begin in term two 2025.

✚ **Land acquisition for school expansion:** Take a soft loan with termly repayments from cultivated food savings and previous girls rented dormitory fee for future school growth in numbers, income and space for cultivation other than hiring. This is effective term two 2025.

✚ **Improved Infrastructure:**

- ✓ Immediate plans for renovating existing facilities and constructing additional classrooms to accommodate growing enrolment.
- ✓ Reduction of maintenance costs by 10% through preventive measures.

✚ **Enhanced Policy Training:**

- ✓ Staff training on financial management, regulatory compliance, and effective administrative practices to mitigate future risks.
- ✓ Develop an internal audit committee to proactively address compliance issues.

✚ **Strengthened Community Programs:** Increasing the involvement of parents and the surrounding community in initiatives for awareness, support, and accountability.

✚ **Fundraising and Donor Engagement:**

- ✓ Strengthen the proposal writing efforts already undertaken by the Director.
- ✓ Develop targeted donor campaigns focusing on specific needs like education sponsorship, medical support, and vocational training.
- ✓ Organize community fundraising events, such as charity sports days or exhibitions showcasing vocational class products (tailoring, beading, etc.).

Procurement Practices:

- ✓ Centralize procurement for items like food and learning materials to benefit from bulk discounts.
- ✓ Develop long-term supplier agreements for better pricing and reliability.

Staff Development and Motivation

- ✓ Implement continuous professional development programs for staff, focusing on teaching strategies, technology use, and compliance awareness.
- ✓ Reinforce the staff SACCO initiative, providing financial support for personal and professional growth.
- ✓ Introduce structured performance evaluation and reward systems to encourage competitive and consistent staff performance.

These achievements demonstrate strong efforts in educational, infrastructural, and organizational development amid-st challenges.

F. CONCLUSION

The year 2024 has been both dynamic and trans-formative for Mukono Hand in Hand Uganda SNE Centre. Despite the challenges posed by compliance requirements, health outbreaks, and resource constraints, the collective efforts of the Board, staff, donors, parents, and stakeholders have enabled us to make notable strides across various programs.

The year's achievements highlight our commitment to fostering an inclusive and empowering environment for learners, especially those with special needs. Significant progress was made in education sponsorship, vocational training, and learner health management. Initiatives such as the child protection committee, leadership training through prefect elections, and integration of sign language in daily activities underscore our dedication to holistic development.

Furthermore, the integration of income-generating projects, such as the water sales and poultry activities, has strengthened sustainability efforts while reinforcing practical learning for both staff and students. Despite the challenges, including water tank leakages, health emergencies, and resource limitations, the term concludes with optimism and renewed focus on advancing our mission.

As we look forward to the next term, our priorities remain: finalizing the SNE school government registration, teachers' on-boarding onto government pay roll and support, enhancing academic

standards, fostering compliance with national policies, improving infrastructure, and ensuring every child and staff member thrives in a nurturing and supportive environment.

We thank all stakeholders for their unwavering support and commitment and look forward to building on this term's achievements for a brighter future.

"Together We Achieve"

G. APPENDICES(

1. HIHU INVESTMENT CLUB ANNUAL PROGRESS

END OF YEAR 2024 REPORT FOR THE STAFF INVESTMENT CLUB

This report comprises of the Savings and interest from 2023 to 2024.

SUMMARY OF THE PERFORMANCE GROWTH FOR THE SACCO IN THE TWO YEARS (2023 – 2024)

Year / Period	Number of staff saving	Savings	Interest	Progressive amount
2023	11	5,950,000/=	659,710/=	6,609,710/=
2024	16	9,037,000/=	925,000/=	9,962,000/=
Helge's contribution				5,000,000/=
Current saving and interest by Closer or December 2024 in loan circulation				21,591,210/=

ACHIEVEMENTS

- In these two years we have been able to encourage people to save more and continuously to increase on the savings.
- People have been able to take loans and this has also widened our capital.
- We have been able to purchase land for one our members and this loan is so far half way paid.
- We have been able to make possible adjustments within our Constitution to enable us move on well as a Club.
- We have also helped people to pay school fees in form of loans and also solve other challenges of our members in our capacity.

SET BACKS

- ✓ This money is still little compared to the demands of our members.

- ✓ Some time people take long to repay the loans due to financial status which some times delay other people to get.

GOING FORWARD

- ❖ We should encourage members to save more than withdrawing the savings.
- ❖ Need to look at other ventures which can increase on the money in our account like;
 - I. Buying motorcycles and we give them to people and they pay either daily or weekly.
 - II. Buy bigger land and we divide it into small plot and we sale them off for more profits to Both outsiders and fellow members at an affordable price.
 - III. Purchase Tents, Chairs, Saucepans for hiring out
 - IV. Give potential members bigger loan to help them make side income businesses to enlarge their earnings.

FROM
The Chairperson
Baker Damulira

- 2. [LINK FOR ACTIVITY PHOTOS FOR TERM 3 2024](#)
- 3. [URA TAX STATUS UPDATE](#)

REPORTBY:

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75931

REPORTTITLE:

URASTATUSREPORTBY10THJANUARY2025

TIN No. 1008114355 (To be

maintained) Tax

Payer Name: Hand In Hand

Uganda (Name to be changed to

Mukono Hand In Hand Uganda)

TAX LIABILITIES

OLD TIN No. 1002559976 (To be deregistered)

Tax Payer Name: Mukono Hand In Hand

Uganda Limited TAX LIABILITIES

1. Income Tax

The net liability for Income Tax is **Nil**. This is because our objection was validated and we're in the process of submitting requested supporting documents.

NOTE: Once we succeed with the objection, we shall have to process deactivation of this TIN as soon as possible to avoid further disputes

(For Tadil Consult Limited)

Period-wise Taxpayer Ledger -> Level - 1 (Tax Position)

NIN/BRN :169444

TIN :1002559976

Taxpayer Name :MUKONO HAND IN HAND UGANDA LIMITED

Tax Position as at 10/01/2025 09:51:47

Tax Type	Outstanding Tax
Value Added Tax	0
VAT-WHT	0
VAT-Non Resident	0
VAT-Imported Services	0
Income Tax	0
Rental	0
IT-WHT	0
PAYE	0
Gaming Tax	0
Goods Cause Tax	0
Local Excise Duty	0
Stamp Duty	0

Back

Export To Excel

Export To PDF

1. Income Tax on Operating TIN No. 1008114355 (HAND IN HAND UGANDA) TO BE MAINTAINED AND ITS NAME UPDATED TO MUKONO HAND IN HAND UGANDA)

Apparently, the net liability for Income Tax is **UGX9,187,637**. This includes **UGX4,000,917** which is penalty and interest for the year July 2022–June 2023 which are supposed to be waived off upon updating the ledger. **UGX 5,186,720** for the year July 2017–June 2018 comprises of default provisional assessment and Interest. We can't object to this assessment since it's a provisional assessment, but our relationship manager will have to guide us on changing the assessment to be an income tax assessment rather than a provisional assessment.

Income Tax liability summary

Period(Annual)	Return liability(R)	Assessment (A)	Penalty (P)	Interest(I)	Tax Waiver(W)	Net Amount(UGX)
July 2022 to June 2023			3,669,455	1,131,462	800,000	4,000,917
July 2017 to June 2018		4,620,000		566,720		5,186,720
Net Liability						9,187,637

Formula: R+A+P+I-W=Net Amount

Period-wise Taxpayer Ledger -> Level - 2 (Period Wise Position)

NIN/BRN :

70

TIN :

1008114355

Taxpayer Name :

HAND IN HAND UGAND

Tax Type :

Income Tax

Tax Position as at 10/01/2025 09:20:38

S/N	Period	Return Provisional	Final	Assessment	Penalty	Interest	Payment PRN	Tax Credit	Tax waiver	Net Position
1	JUL-2024 to DEC-2024	0	0	0	0	0	0	0	0	0
2	JUL-2023 to JUN-2024	0	0	0	0	0	0	0	0	0
3	JUL-2022 to JUN-2023	0	0	2,853,000	3,669,455	1,131,462	2,853,000	0	800,000	4,000,917
4	JUL-2021 to JUN-2022	0	0	0	0	0	0	0	0	0
5	JUL-2020 to JUN-2021	0	0	0	3,200,000	0	0	0	3,200,000	0
6	JUL-2019 to JUN-2020	0	0	0	5,600,000	3,401,066	0	0	9,001,066	0
7	JUL-2018 to JUN-2019	0	0	0	0	0	0	0	0	0
8	JUL-2017 to JUN-2018	4,620,000	0	0	0	566,720	0	0	0	5,186,720
9	JUL-2016 to JUN-2017	0	0	0	0	0	0	0	0	0
10	SEP-2015 to JUN-2016	0	0	0	0	0	0	0	0	0

Notes :

a) Tax under dispute and installment does not form part of the net position.

