

**QACE – Entity for the Quality  
Assessment and Certification of  
Organisations recognised by  
the European Union CIC**

**Annual Report and Financial  
Statements**

31 December 2020

Company Limited by Guarantee  
Registration Number  
7455733 (England and Wales)

## Legal and administrative information

<b>Directors</b>	X. Hui C. Breinholt N. Mikelis A. Mahapatra N. B. L. Mortensen
<b>Company Secretary</b>	N. Mikelis
<b>Registered office</b>	3 Shortlands London W6 8DA
<b>Registered number</b>	7455733 (England and Wales)
<b>Auditor</b>	Mercer & Hole 21 Lombard Street London EC3V 9AH
<b>Solicitors</b>	Farrer and Co LLP 66 Lincoln's Inn Fields London WC2A 3LH
<b>Bankers</b>	Unity Trust Bank 4 Brindley Place Birmingham B1 2JB

## Contents

### Reports

Directors' report	1
Independent auditor's report	5

### Financial Statements

Income and expenditure account	9
Balance sheet	10
Principal accounting policies	11
Notes to the financial statements	13

The following page does not form part of the audited accounts:

Detailed income and expenditure account	15
---	----

## **Directors' report** Year ended 31 December 2020

The directors present their report with the financial statements of the company for the year ended 31 December 2020. The comparative information is in respect of the year to 31 December 2019.

### **Principal activity**

QACE exercises its mandate under the EU Regulation 391/2009 Art. 11 by conducting observations and assessments of the audits and certification carried out by independent Accredited Certification Bodies (ACBs) contracted by the Recognised Organisations (ROs) to the extent that it will verify and assess that the requirements of ISO 9001 and of the internationally recognised quality standards for ROs are fulfilled, as set out in the QACE Procedures\*. The results of the observations and assessments are reported to interested parties according to the EU Regulation.

### **Review of business**

QACE is in its tenth full year of operation. The budget was advised and accepted at the Annual General Meeting in November 2020.

2020 events:

- 36 audit assessments were held in 2020 reduced from 55 held in 2019.
- The two-day Annual Assessors' Meeting was held at the QACE office in London to plan the 2020 QACE Assessment Programme (January 2020).
- QACE completed a successful ISO 9001:2015 surveillance audit (January 2020).
- The Secretary General took early retirement (June 2020).
- Appointment of new Executive Secretary, Anantha Padmanabhan and Company Secretary, Nikos Mikelis (June 2020).
- Appointment of new Administration Manager, Latoyah Joseph (July 2020).

Overall summary of 2020: Another successful year which included restructure of the Secretariat. Following the retirement of the former Secretary General, the QACE Board of Directors split the Secretary General's role into two, for obtaining greater efficiency in its operations. With the new Secretariat QACE developed a new Administration Manual, published in August 2020, and also revised and refined its Quality Management System in a new version of the Quality Manual, published in October 2020.

The impact of the COVID-19 pandemic on the ability of the company to continue as a going concern has been assessed by the directors. Since QACE is established by an EU Regulation, and the Members are required to fund the entity through subscription, there was no impact on our revenue.

## Directors' report Year ended 31 December 2020

Nevertheless, COVID-19 has affected operations. Following the outbreak, the company has had to suspend its global assessment activity. Subsequently, assessments recommenced using remote access via video links. Due to the nature of the pandemic, it cannot be certain how long these conditions will continue to affect operations, but the company's revenue is expected to remain unaffected.

As at the date of approval of these financial statements and taking into consideration the latest information published by the UK Government concerning the pandemic, the directors have prepared the financial statements on a going concern basis.

In assessing whether the going concern basis is appropriate the directors have considered that there is little or no impact on the company's revenue caused by the pandemic. The financial statements do not include any adjustments that would be necessary if the going concern basis was not appropriate.

### Plans for the future

QIQS was published in February 2020, as a trial and feedback year. Full implementation was planned for January 2022.

With the continued travel effects of COVID-19, assessments in 2021 are mainly held remotely. At this stage it is not anticipated that there will be a long-term impact on QACE's ability to assess the RO's quality management systems.

### Directors

The following directors served throughout the year and up to the date of signature of the financial statements

Director

---

C. Breinholt  
X. Hui  
N. Mikelis  
A. Mahapatra  
N. B. L. Mortensen

---

\* QACE Procedures are documents decided by the Board of QACE specifying requirements to, or ways to carry out an activity or a process (e.g. the audit process).

### Members

The following organisations were members of QACE throughout the period:

American Bureau of Shipping (USA)  
Bureau Veritas SA (France)  
China Classification Society (China)

**Members (cont.)**

Croatian Register of Shipping (Croatia)

DNV GL AS (Norway)

Indian Register of Shipping (India)

Korean Register of Shipping (Republic of Korea)

Lloyd's Register (UK)

Nippon Kaiji Kyokai (Japan)

Polski Rejestr Statkow SA (Poland)

Rina Services SPA (Italy)

Russian Maritime Register of Shipping (Russian Federation)

The liability of each member in respect of the undertaking to contribute to the assets of the company is limited to an amount not exceeding £1.

**Auditor**

Mercer & Hole will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

**Statement of directors' responsibilities**

The directors are responsible for preparing the directors' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- ◆ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Directors' report** Year ended 31 December 2020

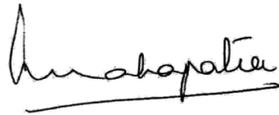
Each of the directors confirms that:

- ◆ so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware; and
- ◆ the director has taken all the steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s 418 of the Companies Act 2006.

In preparing the above report, the directors have taken advantage of special exemptions applicable to small companies provided by Part 15 of the Companies Act 2006.

Signed on behalf of the board of directors:

A handwritten signature in black ink, appearing to read 'Ashok Mahapatra', with a horizontal line underneath it.

Ashok Mahapatra, Director

Approved by the board on 02 June 2021

**Independent auditor's report to the members of QACE – Entity for the Quality Assessment and Certification of Organisations recognised by the European Union CIC**

**Opinion**

We have audited the financial statements of QACE – Entity for the Quality Assessment and Certification of Organisations recognised by the European Union CIC (the 'company') for the year ended 31 December 2020 which comprise the Income and Expenditure Account, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2020 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, 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 basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Independent auditor's report** Year ended 31 December 2020

### **Other information**

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's

report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Directors' Report and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report.

## **Independent auditor's report** Year ended 31 December 2020

### **Responsibilities of directors**

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

### **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 ISAs (UK) 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

### **Explanation as to what extent the audit was considered capable of detecting irregularities, included fraud**

Based on our understanding of the company and industry, we identified that the principal risks of non-compliance with laws and regulations related to breaches in Health & Safety, General Data Protection Regulations and EU Regulation 391/2009 Art 11, and we considered the extent to which non-compliance may have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements and the financial report (including the risk of override of controls), and determined that the principle risks were related to posting inappropriate entries including journals to overstate revenue or understate expenditure, and management bias in accounting estimates.

Audit procedures performed by the engagement team included:

- discussions with management, including considerations of known or suspected instances of non-compliance with laws and regulations and fraud;
- evaluation of the operating effectiveness of management's controls designed to prevent and detect irregularities;
- identifying and testing journal entries.

## **Independent auditor's report** Year ended 31 December 2020

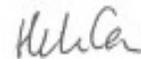
Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Helen Cain, Senior Statutory Auditor  
For and on behalf of Mercer & Hole, Statutory Auditor  
21 Lombard Street  
London  
EC3V 9AH



Date: 04/06/2021

**Income and expenditure account** Year ended 31 December 2020

	Notes	2020 £	2019 £
<b>Turnover</b>		<b>651,372</b>	624,497
Cost of sales		<b>(377,283)</b>	(428,317)
<b>Gross surplus</b>		<b>274,089</b>	196,180
Administrative expenses		<b>(157,756)</b>	(177,538)
<b>Operating surplus</b>		<b>116,333</b>	18,642
Taxation	1	—	—
<b>Surplus for the financial year</b>	2	<b>116,333</b>	18,642
Reconciliation of retained earnings			
Retained reserves brought forward at 1 January 2020		<b>123,496</b>	104,854
Surplus for the financial year		<b>116,333</b>	18,642
<b>Retained surplus at 31 December 2020</b>		<b>239,829</b>	123,496

All of the company's activities derived from continuing operations.

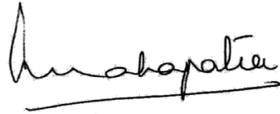
The company has no recognised gains and losses other than those shown above and therefore no separate statement of total recognised gains and losses has been presented.

**Balance Sheet** 31 December 2020

	Notes	2020 £	2020 £	2019 £	2019 £
<b>Current assets</b>					
Debtors	3	16,877		14,175	
Cash at bank and in hand		<u>586,504</u>		<u>362,168</u>	
			<b>603,381</b>		376,343
<b>Creditors: amounts falling due within one year</b>					
	4		<u>(35,602)</u>		<u>(34,217)</u>
<b>Net current assets</b>			<b>567,779</b>		342,126
<b>Total net assets</b>					
			<u><b>567,779</b></u>		<u>342,126</u>
<b>Capital and reserves</b>					
Other reserves	7		<b>327,950</b>		218,630
Income and expenditure account			<b>239,829</b>		123,496
<b>Members' funds</b>			<u><b>567,779</b></u>		<u>342,126</u>

The directors have taken advantage of special exemptions conferred by Part 15 of the Companies Act 2006 applicable to small companies in the preparation of the financial statements and have done so on the grounds that, in their opinion, the company qualified as a small company.

Approved by, and signed on behalf of the board of directors by:



Ashok Mahapatra, Director

Approved by the board on 02 June 2021

Company registration number 7455733.

## **Principal accounting policies** Year ended 31 December 2020

QACE is a community interest company (limited by guarantee) incorporated in England and Wales (Company Registration Number 7455733). The registered office is 3 Shortlands, London W6 8DA.

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies or notes to the accounts. They are prepared in accordance with applicable United Kingdom Accounting Standards, including section 1A of Financial Reporting Standard 102 – ‘The Financial Reporting Standard applicable in the UK and Republic of Ireland’ (FRS102) and the Companies Act 2006.

The financial statements are prepared in Sterling to the nearest pound.

### **Going concern**

After reviewing the company’s forecast and projections, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. The company therefore continues to adopt the going concern basis in preparing its financial statements.

As stated in the director’s report the impact of the COVID-19 pandemic on the ability of the company to continue as a going concern has been assessed by the directors. Since QACE is established by and EU Regulation, and the members are required to fund the entity through subscription, there is little or no impact on our revenue. The directors consider the CIC to be a going concern based on it fulfilling its obligations under EU Regulation (EC) 391/2009 for the foreseeable future, notwithstanding the limited impact caused by COVID-19.

As at the date of approval of these financial statements and taking into consideration the latest information published by the UK Government concerning the pandemic, the directors have prepared the financial statements on a going concern basis.

In assessing whether the going concern basis is appropriate the directors have considered that there is little or no impact on the company’s revenue caused by the pandemic. The financial statements do not include any adjustments that would be necessary if the going concern basis was not appropriate.

### **Significant judgements and estimates**

No significant accounting estimates or judgements were required to prepare the accounts.

### **Revenue recognition**

Turnover represents income generated from membership subscriptions. Such income is recognised over the period in which the member is entitled to the service provided to them.

## **Principal accounting policies** Year ended 31 December 2020

### **Debtors**

Short-term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

### **Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the company to make a payment to a third party, it is probably that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

### **Creditors**

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of the transaction costs, and are measured subsequently at amortised cost using the effective interest method.

### **Cash at bank and in hand**

Cash on the balance sheet comprises cash at bank available on demand only.

### **Cash Flow**

The financial statements do not include a cash flow statement because the company is exempt from the requirement to prepare such a statement under FRS 102.

### **Operating lease**

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the income and expenditure account on a straight line basis over the term of the lease.

### **Pension and post-retirement benefits**

Contributions in respect of the company's defined contribution pension scheme are charged to income and expenditure account when they are payable to the scheme.

**1 Taxation**

Due to the unique nature of QACE, an agreement was achieved from HM Revenue and Customs that the principal activities of QACE are not trading activities and are not subject to UK corporation tax.

**2 Surplus for the financial period**

	2020 £	2019 £
This is stated after charging:		
Auditor's remuneration		
Audit fee	6,000	5,820

**3 Debtors**

	2020 £	2019 £
<b>Due within one year</b>		
Trade debtors	—	96
Prepayments and accrued income	8,831	6,751
Other debtors	8,046	7,328
	<b>16,877</b>	<b>14,175</b>

**4 Creditors: amounts falling due within one year**

	2020 £	2019 £
Trade creditors	18,726	—
Other creditors	9,469	10,613
Social security and other taxes	7,407	23,604
	<b>35,602</b>	<b>34,217</b>

**5 Staff costs**

	2020 £	2019 £
Wages and salaries	255,931	246,599
Social security costs	22,035	23,520
Other pension costs	15,094	8,041
	<b>293,060</b>	<b>278,160</b>

The average number of employees during the year was 7 (2019 – 7).

The directors consider that they, together with the Executive Secretary, comprise the key management personnel of the company in charge of directing and controlling, running and operating the company on a day to day basis.

QACE – Entity for the Quality Assessment and Certification of Organisations recognised by the European Union CIC

## Notes to the financial statements Year ended 31 December 2020

The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £226,649 (2019 - £212,905)

### 6 Operating lease commitments

The company's future minimum operating lease payments are as follows:

	2020 £	2019 £
Within one year	43,200	40,200
Between one and five years	39,600	—

### 7 Other reserves

	2020 £	2019 £
Reserve fund from member contributions brought forward	218,630	103,350
Contribution by members during the year	109,320	115,280
Reserve fund from member contributions carried forward	327,950	218,630

The Reserve Fund represents additional funds, to be used for supporting QACE's operations as set up in the Annual Work Plan in cases when the funds from members' subscriptions have been completely used up. The Board of Directors has to authorise in advance any withdrawal of money from the reserve fund. The Members are to be informed as soon as any need for a withdrawal arises together with the relevant reasons and amount. This will be reported during the Board meeting minutes as part of the financial reporting.

### 8 Reserves

Income and expenditure account – includes all current and prior period retained surpluses and deficits.