

ANNUAL REPORT

2020/21



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INTEGRATED ANNUAL REPORT 2020/2021

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37 FELD STREET

EXECUTIVE SUMMARY

- (i) Challenges experienced in the 2019/2020 Financial Year continued to be felt by the NSI during the year under review. The COVID-19 pandemic hampered the NSI's operations resulting in a negative impact on the NSI's revenues.
- (ii) The Financial Year 2020/2021 proved to be very much business unusual. With the limited financial resources, the NSI had to prioritise its activities to ensure to meet its mandate while staying afloat.
- (iii) The NSI management continued to intensify cost cutting measures that resulted in the decrease of the NSI total losses from N\$21 302 214 in the FY 2019/2021 to a loss of N\$12 161 950 during FY2020/2021.
- (iv) Total income for the year increased by 4.03 % from N\$71.1 million (FY2020: N\$78.4 million). The government grant funding allocation decreased by N\$8.2 million to N\$33.2 million from the previous year's allocation of N\$41.41 million. The NSI revenue derived from sales (this includes sales of standards, testing services, inspection services and certification services) increased by 4.07% to N\$33.27 million (FY2020: N\$31.98 million).
- (v) Operational expenditure decreased by 9.7% from N\$92.04 million in the FY 2019/2021 to N\$83.53 million in the FY 2020/2021.
- (vi) The NSI's aim to become financially self-reliant was put on hold during the year under review since the goal is dependent on a lot of factors and primarily on the continued support from government in terms of a government grant. Due to the economic condition in the country, the government grant had been reduced drastically.
- (vii) Cabinet reviewed and approved the National Quality Policy (NQP) document in September, 2020, which was adopted on 1 June, 1999, as the official government statement highlighting the strategic intent and position on all issues concerning quality enhancement and advancement across all sectors of the economy in order to, among other things, facilitate access to global market.
- (viii) The NSI developed thirty five (35) national standards covering COVID-19 related standards, as well as agricultural standards aimed at enhancing local food production, during the year under review. As required, the NSI submitted bi-annual standards work development programmes to the WTO Secretariat for publication and sharing with other WTO members.
- (ix) The Standards Development and Coordination Department sold 477 standards of which 299 are NAMS, and 111 are International Organisation for Standardisation (ISO) and 67 are South African National Standards (SANS). During the period under review, NAMS standards recorded the highest sales, followed by ISO and SANS respectively.
- (x) The scope of coverage was extended to include frozen lobster for the Inspection Centre in February 2021, while the Testing Centre added eighteen (18) new methods and expanded capability to a wider range of sample types for current food methods.



- (xi) The NSI was able to participate in international and regional conferences and workshops, though limited, through virtual meetings, while on the local front, collaboration with key stakeholders was still a major activity and this brought new potential business opportunities to the NSI.
- (xii) The NSI received equipment to the value of N\$ 4.6 million during FY 2020/2021 on various IAEA Development Cooperation Projects.
- (xiii) The NSI Testing and Inspection Department focused on ensuring the ongoing service delivery and continued technical excellence of services, while the department faced the challenges of COVID-19 and the resulting impacts in terms of logistical supply chain interruptions that resulted.
- (xiv) The microbiology laboratory analysed a record total of 29,916 tests for 9,552 samples during FY 2020/21. Comparing the figures to the financial year 2019/2020, the Testing Centre recorded an increase of 1.9% in total samples and an increase in total tests of 4.3%.
- (xv) The chemistry laboratory analysed 520 samples and completed 1, 127 tests which represents a decrease on the previous year attributed to equipment down time and challenges with timely sourcing of consumables due to challenging international logistics as result of COVID-19.
- (xvi) The World Standards Day was commemorated on 14 October, 2020, under the theme: Protecting the planet with standards. The NSI launched the World Standards Day Newsletter, a digital magazine featuring standards and environmental related information. The newsletter was shared with all NSI stakeholders.
- (xvii) The 2020 World Metrology Day was marked on 20 May, themed: Measurements in global trade. The theme was chosen to create awareness of the important role that measurement plays in facilitating fair global trade, ensuring products meet standards and regulations, and satisfying customer quality expectations.
- (xviii) Extensive information about the COVID-19 virus and how to prevent infection was placed on the NSI website, while other relevant information was attached as part of employees' email signatures. A newsletter with relevant health information and tips was regularly distributed within the NSI.
- (xix) As part of the NSI's Corporate Social Responsibility, the NSI donated 10 sets of computers to a school in the Kunene region. The computers were handed over during a ceremony held at the NSI Head Office on the 5th of February 2021 to the Governor of Kunene, Hon. Marius Sheya, who then delivered the set to a school in Kunene region as a way to enhance computer literacy.



NSI
NAMIBIAN STANDARDS INSTITUTION

Our Vision
To be recognised as the centre of excellence for standardisation in Namibia.

Our Mission
Promoting standardisation of products for the safety of consumers, protection of the environment and improved access to global markets.



NSI

NAMIBIAN STANDARDS INSTITUTION



ABOUT THE NSI

The Namibian Standards Institution (NSI) serves as the National Standards Body (NSB), National Metrology Institute (NMI), Legal Metrology Authority (LMA) and Certification Body (CB) and the appointed national fishery inspection authority responsible for coordinating all trade related standardization and quality assurance activities in the country. The NSI was established in 2007 under the Standards Act (Act No. 18 of 2005) and became operational in January 2008. The NSI's primary aim is to facilitate the development of national standards for application and use in business, government and consumer protection. To assist manufacturers access the local and global market and for consumer protection, the NSI provides conformity assessment services which are testing, inspection, certification and metrology for selected products and services.

NSI FUNCTIONS

- To manage and coordinate the implementation of the National Quality Policy.
- To develop Namibian Standards to meet the industry needs.
- To train industry on relevant standards, e.g. NAM/ISO 9001: 2015 Quality Management System.
- To provide certification services to industry which is an attestation that requirements of a specific standards are fulfilled, e.g. NAM/ISO 9001.
- To provide testing services.
- To inspect vessels, land-based factories and cold storage facilities on the requirements of the Hazard Analysis Critical Control Point (HACCP) food safety compliance.
- To exercise official controls and product certification on fishery products destined for the EU market as the recognised competent authority by the EU Food and Veterinary Office (DG SANCO).
- To calibrate and verify services for relevant industries (dealing with pre-packed goods) and measuring scales.
- To enforce Trade Metrology Act 2005 and its amendments.
- To represent Namibia at regional and international standardization, conformity assessment (inspection, testing and certification) and metrology activities.

VISION:

To be recognised as the centre of excellence for standardisation in Namibia.

MISSION:

Promoting standardisation of products for the safety of consumers, protection of the environment and improved access to global markets

BRAND PROMISE:

Creating Peace of Mind

CORE VALUES:

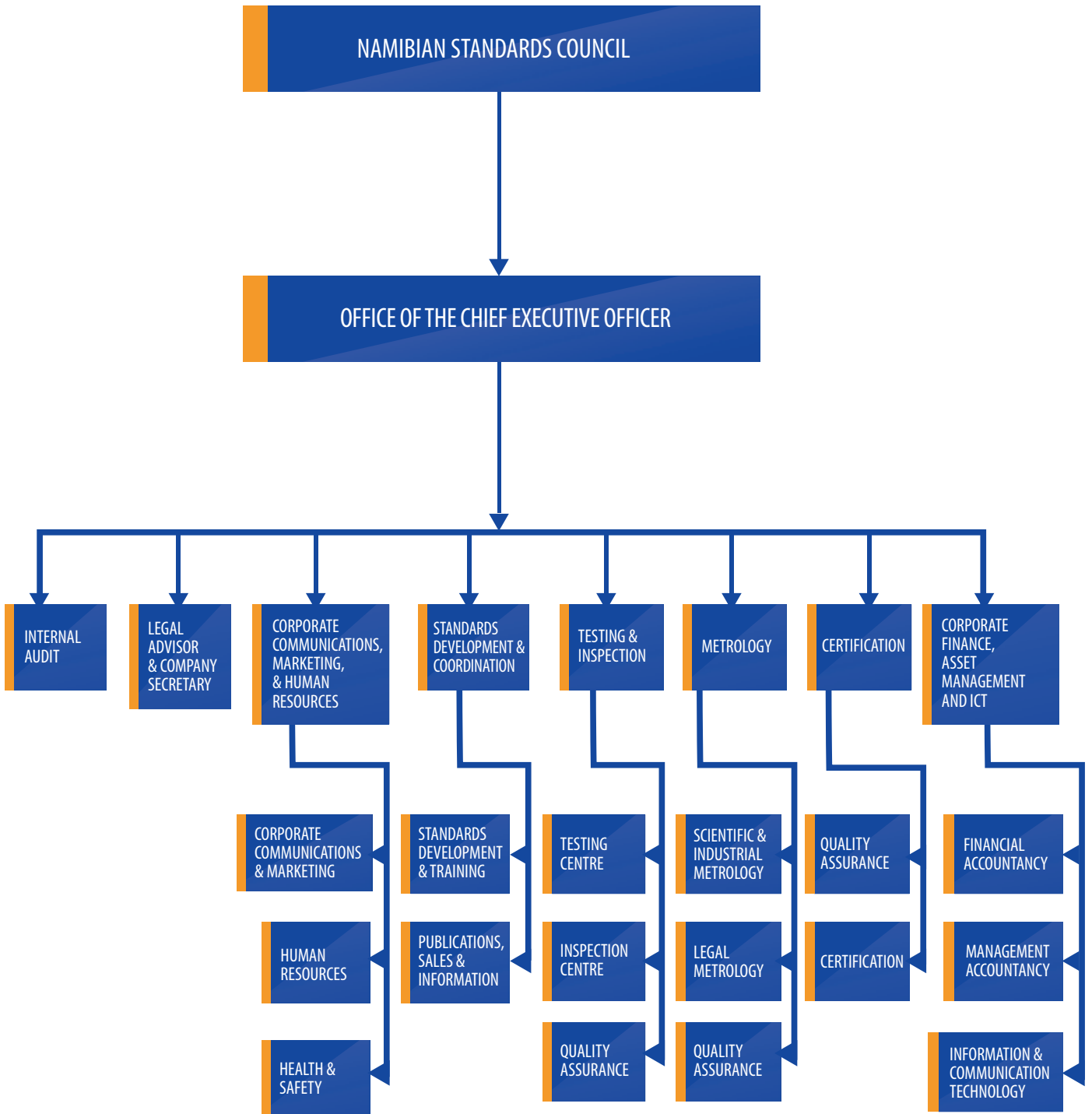
The organisational values of the NSI are important building blocks to guide employees in fulfilling the business goals.

- Stakeholder and customer centricity
- Responsiveness
- Integrity and ethics
- Respect for people
- Excellence and quality
- Accountability





GOVERNANCE AND MANAGEMENT STRUCTURE



NAMIBIAN STANDARDS COUNCIL



PROF. MARTHA KANDAWA-SCHULZ
CHAIRPERSON



DR. PENNY
HIWILEPO-VAN HAL



MR. MILTON SHAANIKA-LOUW



MS. ROSALINDA KATJIVENA
CHAIRPERSON OF THE SPECIAL
PROJECTS COMMITTEE



MR. JOHN ALI IPINGE
CHAIRPERSON OF THE FINANCE,
RISK MANAGEMENT & AUDIT
COMMITTEE



MR. FREDERIK BOTES



MR. AXEL TIBINYANE



MS. AINNA VILENGI KAUNDU
CHAIRPERSON OF THE HR AND
REMUNERATION COMMITTEE



MS. CHIE WASSERFALL
CHIEF EXECUTIVE OFFICER
AND EX-OFFICIO

SENIOR MANAGEMENT



MS. CHIE WASSERFALL
CHIEF EXECUTIVE OFFICER



MR. MICHAEL MBAMBA
CHIEF FINANCIAL OFFICER



MS. CYNTHIA ANYANWU
LEGAL ADVISOR &
COMPANY SECRETARY




MS. ABENA TAMBRESCU
GENERAL MANAGER: CORPORATE
COMMUNICATIONS, MARKETING
& HUMAN RESOURCES



MS. LORNA T. SHIKONGO-KUVARE
GENERAL MANAGER:
CERTIFICATION



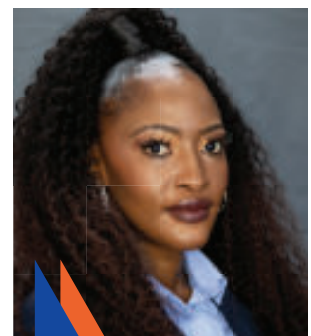
MS. PALOMA ELLITSON
GENERAL MANAGER:
TESTING & INSPECTION



MR. SIMASIKU MATALI
HEAD: METROLOGY



MR. JEKONIA HAUFIKU
GENERAL MANAGER:
STANDARDS DEVELOPMENT
& COORDINATION



MS. MILLICENT KAPITAKO
INTERNAL AUDITOR



PROF. MARTHA KANDAWA-SCHULZ
Chairperson

CHAIRPERSON'S STATEMENT

I humbly present the NSI 2020/2021 Annual Report which captures the NSI's key activities during a rather difficult Financial Year.

Just like any other business in Namibia, the COVID-19 pandemic impacted severely on the operations of the NSI during the year under review. As such, the NSI had to revisit its revenue targets to reflect the economic conditions that the country is facing.

The 2020/2021 Financial Year was difficult for business, and with the limited financial resources at the NSI's disposal, it had to prioritise its activities to ensure it met its mandate. As mentioned earlier, the NSI's revenues were impacted negatively due to the unfavourable economic environment which saw most businesses enduring long lockdown periods. Globally, economic trade amongst countries was also severely impacted that the government had faced difficulties in providing sufficient funding for NSI's operations.

The financial year under review marks the last year of the current strategic business plan. During September 2020, a new Integrated Strategic Business Plan 2022 – 2026 was drafted and submitted to the Namibian Standards Council for approval, before being submitted to the Ministry of Industrialisation and Trade (MIT) and the Ministry of Public Enterprises (MPE) for final approval.

With restrictions on gatherings to contain the spread of COVID-19, the Council was able to meet in person on a few occasions and virtually to provide strategic guidance and direction to the NSI in the performance of its functions. Key resolutions were taken aimed at furthering the objectives of the NSI.

I am grateful to the management team under the leadership of the Chief Executive Officer, Ms. Chie Wasserfall, for keeping the ship afloat during a very difficult period. Although we were not able to grow our revenues as initially projected, we were able to meet most of our financial obligations. Council is delighted that management continues to put more effort towards increasing avenues geared towards generating more own revenue.

I am glad to report that under the difficult circumstances we have been able to increase the number of national standards offered by the NSI by an additional thirty-five (35) standards, covering COVID-19 related standards, as well as agricultural standards aimed at enhancing local food production.

The institution remains appreciative of the existing excellent collaboration with our key stakeholders, such as our line Ministry, the Ministry of Industrialisation and Trade, as well as with other key support Ministries, notably the Ministry of Public Enterprises, the Ministry of Mines and Energy, the Ministry of Finance and the Ministry of Health and Social Services.

The Namibian Standards Council will continue to diligently execute its role of providing the required strategic leadership and enabling environment for the NSI to operate successfully. I thank all the Council members for their continued commitment and support.

Last but not the least, I wish to extend my sincere gratitude to the entire staff of the NSI whose dedication and commitment has kept this vibrant institution on a growth trajectory.

I thank you.



Prof. Martha Kandawa-Schulz
Chairperson



MS. CHIE WASSERFALL
Chief Executive Officer

CHIEF EXECUTIVE OFFICER'S REPORT

The COVID-19 pandemic continued to impact the NSI's 2020/2021 operations as well as the business climate in Namibia so much so that our revenue target had to be revised to align with the situation at hand.

In order to sustain the NSI's operations, drastic cost cutting measures were implemented. Optimal use of human resources is the key measure implemented to be able to serve our customers, while at the same time striving to reduce the labour cost.

With the global economic crisis brought by the COVID-19 pandemic, the fishing industry – NSI's biggest customer – saw its export activities being severely curtailed, resulting in a further squeeze on the NSI's revenue.

Through virtual meetings, the NSI was able to participate in international and regional conferences and workshops though limited due to availability of key stakeholders. With the restriction of face to face contact, the NSI embraces, in our operations, the use of technology by conducting virtual meetings instead.

On the local front, collaboration with key stakeholders was still a major activity and this brought new potential business opportunities to the NSI.

The 2020/2021 Financial Year also proved to be very much business unusual. With the limited financial resources, the NSI had to prioritise its activities to ensure to meet its mandate while staying afloat.

The new Five Year Integrated Strategic Business Plan (2022-2026) will commence during the Financial Year 2022/2023. The most critical aspect that this plan will address, amongst others, is the heavy reliance on the government grant. The key goal is to leverage on our commercial services towards sustaining the operations of the NSI provided that capital injection to finance the projects to expand the NSI's service portfolio will be obtained. The financing options in terms of securing funds are also outlined in the plan.

In September 2020, Cabinet approved the revised National Quality Policy (NQP). The key activity that requires urgent attention is the formation of the core group as well as the technical joint committee that will plan out the implementation of the NQP. The NSI has initiated the development of the National Standardization Strategy (NSS) which is one of the activities outlined in the NQP but this has been halted primarily due to the availability of experts to assist the NSI.

The NSI as a corporate citizen applied all the guidelines as imposed by the government to curb the spread of the Coronavirus. However, we still had incidences of infection with the virus among our employees, which affected our operations much the same way as other businesses locally and globally. Though the NSI had cases of infection, the year under review did not witness any mortalities of employees.

The significant contribution of the NSI towards the national fight to contain the spread of COVID-19 was first and foremost, strict adherence to the regulations in terms of masking, social distancing and sanitizing. The NSI, as the appointed inspection authority for the alcohol-based handrub sanitizer, conducted testing and inspection of alcohol-based handrub sanitizer imported and produced in Namibia to ensure that the prescribed recommended formulation is adhered to.

The NSI placed extensive information on our website about the virus and how to prevent infection, and attached relevant information as part of employees' email signatures. A newsletter with relevant health information and tips was regularly distributed within the NSI.

The NSI's awareness/visibility activities, though limited during the year under review, were done through various means such as virtual workshops and meetings with key stakeholders, through the print and broadcast media as well as face to face meetings if required.

In accordance with the International Code of Good Practice for the development of Standards as specified in the Annex 3 of the World Trade Organisation (WTO) agreements and International Organisation for Standardisation directives, the NSI developed thirty five (35) national standards in the year under review. As required, the NSI submitted bi-annual standards work development programmes to the WTO Secretariat for publication and sharing with other WTO members.

Amongst other standards developed included but were not limited to COVID-19 related standards such as barriers masks, medical face masks, medical devices, selection, use and maintenance of respiratory protective equipment as well as agricultural standards to enable local food production.

The use of virtual technology helped to fulfil the NSI's mandate at least with standards development. Although efforts were made to virtually train the stakeholders on standards, most of the stakeholders are used to in persons training as opposed to virtual trainings.

The following are some of the achievements for the year under review:

- Approval of the revised NQP by cabinet
- Successful maintenance of accreditation for Testing, Inspection, Metrology, and Certification.
- Successful maintenance of the published calibration and measurement capabilities (CMCs) under the Key Comparison database of the International Bureau of Weights and Measures (BIPM) in the field of Mass Metrology.
- Successful maintenance of the Metrology quality system by the Intra-Africa Metrology System.
- Implementation of Dimension Metrology
- The extension of scopes to include frozen lobster for the Inspection Centre in February 2021.
- Successful extension of scope for the Testing Centre which added eighteen (18) new methods and expanded capability to a wider range of sample types for current food methods.
- The successful rollout of Trade Control and Expert System (TRACES).
- The NSI received equipment to the value of N\$ 4.6 million during FY 2020/21 on various IAEA Development Cooperation Projects.
- The successful implementation of the food safety training to various industry sectors

Once again, I wish to extend my profound gratitude to our NSC members under the Chairmanship of Professor Martha Kandawa-Schulz for the strong support they accorded me. Similarly, I thank the leadership of the Honourable Lucia Lipumbu, the Minister of Industrialisation and Trade (MIT) for her support and encouragement to the NSI for it to continue being relevant to the country. I also extend my appreciation to Mr. Sikongo Haihambo, Executive Director of the MIT and his management team for providing the NSI the required support and assistance.

To all the employees of the NSI, I extend my gratitude for your support and for believing that together we could push the obstacles, no matter how enormous they are, to move forward towards our goals. And we did it. The NSI also thank the many members of our technical committees who have dedicated their valuable time and efforts in standards development. Last but not the least, our loyal customers who give us the opportunity to serve them and we will continue to expand our scopes of services to serve them better.

I thank you.



Ms. Chie Wasserfall
Chief Executive Officer



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GOVERNANCE AND LEGAL COMPLIANCE

GOVERNANCE AND LEGAL COMPLIANCE

The Legal Advisor and Company Secretary (LACS) Department consists of the Legal Advisor, who also serves as the Company Secretary. The main functions of the department are providing legal services to the NSI and legal and company secretarial services to the Namibian Standards Council (NSC).

The department is also responsible for ensuring that the NSI and the NSC comply with the governance and legal requirements as stipulated in the relevant legislations.

In ensuring compliance with the Standards Act 18, 2005 (Act No. 18 of 2005), Trade Metrology Act of 1973 and its amendment, as well as implementing good governance practices, the King III Report and the NamCode are important guides, while the Public Enterprises Governance Act, 2019 (Act No. 1 of 2019) is applicable to the NSI as the Institution is one of Namibia's public enterprises.

The department provides company secretarial services to the NSC and its three (3) subcommittees: Finance, Risk Management and Audit Committee (FRAC); Special Projects Committee (SPC); Human Resources and Remuneration Committee (HRRC).

The Legal Advisor and Company Secretary is responsible for arranging and facilitating all council meetings. All minutes of meetings are compiled, circulated and filed in accordance with good corporate governance requirements. In addition, minutes are submitted to the line ministry.

The Legal Advisor and Company Secretary ensures that the NSC has access to independent professional advice on good corporate governance and compliance with applicable laws. The Legal Advisor and Company Secretary reports to the NSC, on a quarterly basis, on compliance with applicable legislation.

The NSC has identified means of assessing the effectiveness of the performance of the NSC Members in terms of their performance agreements through an annual NSC Members' self-assessment questionnaire. The assessment is based, in principle, on common expectations, commitment and understanding and adherence to the principles of good governance.

NSC QUARTERLY MEETINGS

During the period under review, the NSC convened and held two (2) meetings, two NSC Executive Committee meetings and one (1) Special NSC meeting.

NSC FINANCE, RISK MANAGEMENT AND AUDIT COMMITTEE (FRAC)

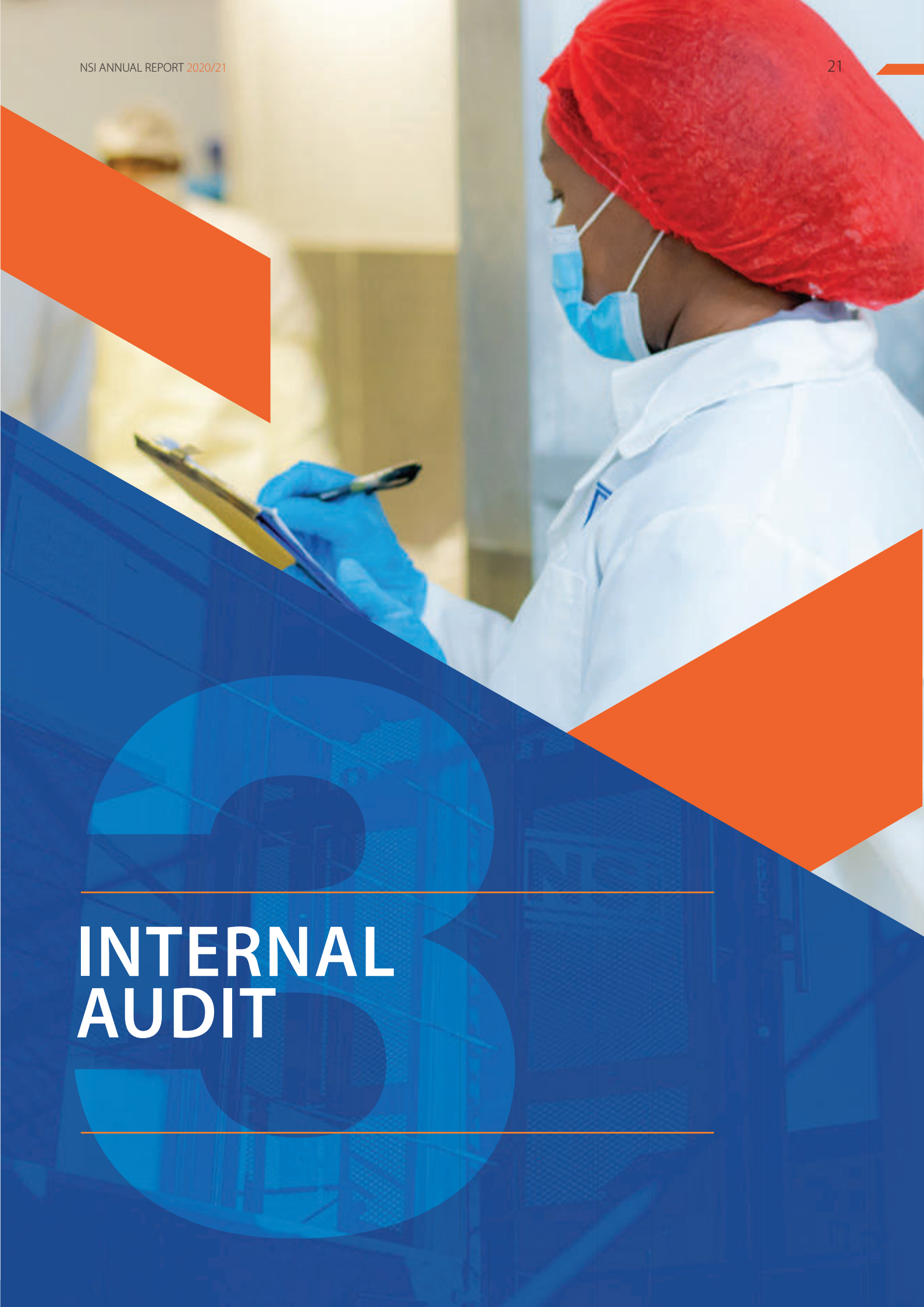
During the year under review, the FRAC met twice to assist the NSC in matters relating to the budget preparation, expenditure control, financial reporting and risk management, ensuring compliance with established policies, plans, rules, codes, standards, and procedures; in addition to safeguarding ethical conduct, assets, and maintenance of sound and adequate internal control systems.

NSC HUMAN RESOURCES AND REMUNERATION COMMITTEE (HRRC)

The HRRC met once during the period under review, to assist the NSC with regard to policy matters related to human resources such as remuneration, succession planning, performance management and ensuring compliance with the Affirmative Action policy.

NSC SPECIAL PROJECTS COMMITTEE (SPC)

The function of the Special Projects Committee is to brief the NSC on capital projects outlay required to complete the projects at hand and ICT related matters and make appropriate recommendations to the NSC. The SPC did not convene during the period under review.



INTERNAL AUDIT

FINANCE, RISK AND AUDIT COMMITTEE

The primary purpose of the Finance, Risk and Audit Committee (FRAC) is to oversee the internal control and financial assurance oversight on behalf of the NSC, in compliance with the statutory duties and responsibilities in terms of the Standards Act and the NamCode.

All internal audit activities are risk-based and are performed by qualified and experienced employees. The Internal Auditor reports to the FRAC, attends its meetings and prepares formal reports for each Committee meeting in respect of the various activities that were performed by the Internal Audit function, including the key audit findings.

The purpose of the Internal Audit function is to assist the NSI in accomplishing its organisational goals and objectives by:

- Objectively and independently identifying risk(s) in processes under review, that can prevent the achievement of business objectives,
- Evaluating the design and testing the effectiveness of current internal controls that mitigate the risk(s) identified, and;
- Assessing and advising on governance processes in general.

During the year under review, the Finance, Risk and Audit Committee was chaired by Mr John Ali Ipinge. The committee met three (3) times during the financial period. In addition to its members, these meetings were attended by the CEO and the CFO, the Internal Auditor. Other members of management attended on request, when required for reporting purposes. The committee's activities during the year included, amongst others:

- Preliminary considerations of the NSI's Annual Financial Statements before submission to the NSC,
- Evaluation of the progress of the internal audit and matters arising from the audit; and;
- Evaluation of the internal control environment and risk management systems, including the NSI's statement on internal control systems.

Based on the extent of the audit work carried out by both the internal and external auditors, instances of breakdowns in controls were identified. The Committee took note of the matters raised and considered the appropriateness of the responses from management. Remedial action, where appropriate, will be monitored.

Based on the extent of the audit work carried out by both the internal and external auditors, nothing was brought to the Committee's attention which would suggest a material breakdown of any internal control system. The Committee was therefore satisfied that the internal financial control environment continued to function effectively.

OTHER MATTERS

The Audit and Risk Committee draws attention to the financial position of the NSI. It is acknowledged that there are comprehensive business plans in place, with defined action items to achieve financial sustainability. However, the action items proposed in the business plans require the support and the attention of the Board and the Ministry to ensure successful implementation.

*All internal audit activities are **risk-based** and are performed by qualified and experienced employees.*

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CORPORATE COMMUNICATIONS, MARKETING AND HUMAN RESOURCES

This department is responsible for Corporate Communications, Marketing and Human Resources Management and Strategic Partnerships.

HUMAN RESOURCES

Human Resource Management (HRM) is a function designed to maximise employee performance in accordance with the NSI's strategic objectives. HRM deals primarily with how people are managed within the organisation, focusing on policies and systems. It is responsible for a number of activities, including employee recruitment, training and development, performance management and remuneration (pay and benefit systems). It also deals with industrial relations, balancing organisational practices with the respective labour and government acts and matters arising from collective bargaining.

Levels of Employment

The NSI has a total staff compliment of one hundred and eight (108) permanent employees, as of 31 March 2021. During the year under review, the NSI had five (5) internal candidates appointed on higher positions and appointed seven (7) permanent employees - three (3) at Metrology in Windhoek, one (1) at Inspection Centre, one (1) at Testing Centre in Walvis Bay and two (2) at the Head Office in Windhoek.

Employment Equity

The NSI continued to comply with the requirements of the Affirmative Action (Employment) Act, 1998 (No. 29 of 1998). In this regard, the institution ensured that all its policies and practices are aligned to affirmative action requirements and guidelines. During the year under review, the AA Committee had managed to hold all its three (3) meetings which is a requirement by Employment Equity Commission.

The NSI received a certificate of compliance from the Equity Commission for the year under review.

Policies Review

During the year under review, no policy was reviewed due to the COVID-19 pandemic. However, the following Human Resources-related policies exist in the NSI:

- Human Resources Policies and Procedure Manual
- Medical Aid Policy
- Training and Development Policy
- Code of Conduct and Ethics

The remuneration for Senior Management is in accordance with provisions of the Public Enterprises Governance Act, 2006.

Training and Development

All the identified trainings on employee's IDPs were put on hold due to COVID-19, except critical training.

CHALLENGES

The full implementation of Human Resources-related policies remains a challenge, especially where there are costs involved. Employee self-service and online recruitment have been identified as priority areas that need urgent attention. Strengthening the Organisational Development and Training function within the Human Resources Division is also essential.

Another challenge involves the working hours for Testing and Inspection staff, which exceed the required daily and weekly limits as per the Labour Act. The Office of the Minister of Labour has been sensitised regarding this challenge.

CORPORATE COMMUNICATIONS AND MARKETING

The Corporate Communications and Marketing Division is responsible for leading both the internal and external communication functions of the Institution. The NSI's Office of Communications and Marketing is a team of two (2) that serves the Institution in the areas of brand marketing, interactive marketing, marketing projects, and communication and public relations. CCM promotes the Institution's reputation and promotes the NSI to all audiences through traditional media, social media, print publications, video and web.

PLANNED ACTIVITIES

The Communication and Marketing Strategy of the NSI is centred on public education after establishing the need to elevate awareness creation of the NSI brand and promote its services among stakeholders thereby instilling a sense of trust in the brand and its services. To this effect, publicity activities were arranged where the NSI's mandate, products and services were showcased and the benefits of the Institution's services at national and international level were expounded.

PROMOTION AND HOSTING OF WORLD METROLOGY DAY AND WORLD STANDARDS DAY

The World Standards Day and the World Metrology Day are two (2) of the NSI's important annual events. However, due to the COVID-19 pandemic, both events were celebrated online. The 2020 World Metrology Day was marked on 20 May, themed: Measurements in global trade. The theme was chosen to create awareness of the important role that measurement plays in facilitating fair global trade, ensuring products meet standards and regulations, and satisfying customer quality expectations.

The 2020 World Standards Day was commemorated on 14 October, 2020, under the theme: Protecting the planet with standards. The NSI launched the World Standards Day Newsletter, a digital magazine featuring standards and environmental related information. The newsletter was shared with all NSI stakeholders.

Stakeholder engagement sessions

In 2020/21, the Institution continued to leverage its excellent relations with multiple stakeholders to fulfil its mandate. Emphasis was placed on identifying and making use of innovative avenues to reach out to existing stakeholder groups. This was done in accordance with the Stakeholder and Engagement Plan of the NSI. The Institution made good use of a wide array of communication tools to strategically and proactively engage with diverse internal and external stakeholder groups. These tools included maintaining a dynamic website and channelling information through social media platforms, such as Facebook, Twitter, Instagram, LinkedIn and YouTube.

Constant engagement was provided through regular social media updates, and timely responses to various queries from the media and members of the public. The Institution values stakeholder feedback and uses it to inform policy interventions and improve services to achieve set objectives.

Consultative meetings took place with various stakeholders in support of the Institution's corporate communications strategy. The NSI used these opportunities to discuss issues of mutual benefit relating to standardisation and quality infrastructure.

External engagements held during the review period included those outlined below:

- 16 July 2020: Ministry of Finance
- 06 & 07 August 2020: Stakeholder and Industry Meeting (Windhoek)
- 20 November 2020: Ministry of Public Enterprises

On the 13th of January 2021, the NSI was featured on NBC's Good Morning Namibia discussing the role that the Institution plays in the regulation of Alcohol-Based Hand Sanitisers. The NSI also launched an official internal newsletter dubbed "The NSI Insider" in February 2021, a platform that will be used to engage internal stakeholders quarterly, because the NSI employees are valued, and priority stakeholders, hence the need for regular and frequent engagements and internal communications with them.

Corporate Social Responsibility

Taking cognizance of the fact that the Institution's ability to prosper depends heavily on building and maintaining successful relations with its stakeholders and employees, the NSI found it desirous to engage in Corporate Social Responsibility initiatives as a way of giving back to the community in line with the brand promise of "creating peace of mind".

CSR is a form of corporate-self regulation integrated into a business model designed to guide the Institution towards aligning itself with government development goals by investing back into society with the sole purpose of uplifting the standards of living of citizens and being responsive to the needs of the community.

In 2020, the NSI earmarked the education sector of Kunene region as the recipient of a donation of ten (10) sets of computers. The computers were handed over during a ceremony held at the NSI Head Office on the 5th of February 2021 to the Governor of Kunene, Hon. Marius Sheya, who then delivered the set to a school in Kunene region as a way to enhance computer literacy. Rural students, even those with excellent grades, often have fewer opportunities for exposure to technology than their urban counterparts.

For rural communities to remain economically viable and appealing as a home to new industry, technology-based or not, these communities need to fully understand the potential that technology can provide, and encourage the growth of those skills in local youth.

SOCIAL MEDIA ACTIVITY

Today's media landscape is increasingly one of convergence and integration. As a leading-edge communications and marketing division, CCM approaches its work with this reality in mind. To that end, CCM's work falls primarily into four (4) categories: earned, owned, paid and social media. These groups do not operate in isolation; rather, they overlap and influence one another. For CCM, this means building collaborative, cross-disciplinary marketing communication teams for projects and campaigns, big or small.

Social media continues to grow as one of the most affordable and popular platforms used by businesses to reach out to their clients and stakeholders. In September 2020, CCM launched a social media campaign and launched its profile on all prominent social media platforms. Social media platforms comprise websites and applications that enable users to create and share content or to participate in social networking. The NSI has a total following of 6815 across Facebook, LinkedIn, Instagram, Twitter and YouTube, with Facebook and LinkedIn being the most interactive platforms.

The following policies exist under the Corporate Communications and Marketing Section:

- Corporate Social Responsibility Policy
- Internal and External Communication Policy

Occupational Health and Safety

The NSI Safety Health and Environmental (SHE) Division serves the Institution by providing SHE related technical support, health and safety risk assessments, information and training, audits of SHE practices and regulatory compliance. The division endeavours to provide services that promote a healthy and safe environment for the NSI employees and all its stakeholders. These services are designed to assist the NSI in achieving its service objectives with effective, efficient, and safe operations and compliance with applicable laws, regulations, policies, and standards.

According to the Maslow hierarchy of needs, human beings look to satisfy their physiological and safety needs before aiming for social, esteem and growth needs. Thus, the implementation of SHE systems in the workplace can be attributed to several economic benefits for the organisation which include, but are not limited to, increased productivity, higher quality of work, increased workforce morale and reduced employee turnover.

This annual report summarises how the NSI has managed the health and safety of its employees and others affected by its activities during the FY 2020/2021. This year has seen improved participation in the SHE activities by other departments of the business, notably Testing and Inspection, Certification, and Metrology, which is a step in the right direction.

1. Highlights

- Training Top and Middle Management on SHE legal liability.
- Implementation of the Medical Surveillance Programme.
- Implementation of Employee Workplace Wellness Programme.
- Drafting and Ratification of SHE related procedures, e.g. Risk Assessment Procedure, Maternity Procedure, Paternity Procedure.
- Implementation of internal SHE audits, for self-regulation and compliance monitoring.
- Use of risk assessment to identify and control risks.
- SHE Committee meetings held on a quarterly basis to address SHE risks and concerns.

2. Challenges

Budgetary constraints

A number of SHE interventions come with cost implications. However, financial constraints remain the main stumbling blocks.

3. SHE Plans

With no H&S legislative change on the horizon, key areas associated with employee safety will include:

- More engagement with the SHE representatives to enhance efficiency; and
- Providing more coaching to line managers to build confidence in managing health and safety risks
- Strengthening Occupational Health and Safety interventions around COVID-19.

The following policies exist under the Occupational Health and Safety Section:

- Alcohol and Substance Abuse Policy
- Employee Wellness Programme





STANDARDS DEVELOPMENT AND COORDINATION

CORE FUNCTIONS

The main function of the Standards Development and Coordination Department is to prepare and develop Namibian Standards (NAMS) in accordance with International Code of Good Practice as specified by Annex 3 of the World Trade Organisation (WTO) agreements and International Organisation for Standardisation directives.

Additionally, the department promotes standards through training on national, regional and international standards, to address Namibia's needs, as well as engaging stakeholders.

The NSI is mandated to facilitate and coordinate the implementation of the National Quality Policy by hosting the Annual National Quality Awards. The National Quality Policy was reviewed to reflect the current needs and was approved by Cabinet in September, 2020.

The NSI recognises the vital role that stakeholders play in the management of the NSI's Technical Committees and appreciates their roles in standards development. Through this department, the Institution will continue to host and commemorate the annual World Standards Day, by hosting various activities.

NATIONAL QUALITY POLICY IMPLEMENTATION

As per several recommendations which emanated from the workshops sponsored under UNIDO Trade Capacity Building for Exports in Namibia, it was agreed between the NSI, UNIDO and the Ministry of Industrialization and Trade (MIT), to review the 1999 NQP document which was adopted on the 1 June, 1999, as the official government statement highlighting the strategic intent and position on all issues concerning quality enhancement and advancement across all sectors of the economy in order to, among other things, facilitate access to global market. The reviewed document was subsequently submitted to Cabinet. Cabinet then reviewed and approved the National Quality Policy document in September, 2020.

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OBJECTIVES

The policy is aimed at improving Namibia's international competitiveness and lead to enhanced export performance. It is also aimed at supporting Micro, Small and Medium Enterprises (MSMEs) to conform to national standards, as well as comply with technical regulations thus supporting economic growth.

COMMEMORATION OF WORLD STANDARDS DAY AND NATIONAL QUALITY AWARDS

The World Standards Day is aimed at paying tribute to the collaborative efforts of the thousands of experts worldwide who develop the voluntary international standards used in all spheres of life. These international standards form the basis on which compulsory specifications and technical regulations are drafted.

The 2020 World Standards Day was celebrated under the theme: "Protecting the planet with standards". Due to COVID-19 restrictions, the 2020 commemoration was held by means of a newsletter.

The National Quality Awards is a platform aimed at recognising those esteemed companies and individuals who excel in quality advancement in Namibia. The competition derives its mandate from the National Quality Policy (NQP) document adopted by Cabinet in June 1999.

The competition rewards excellence in various aspects of quality improvement, such as quality assurance, quality management and quality control. There was no winner announced for the year under review due to COVID-19 regulations.

STANDARDS PUBLICATION, SALES AND INFORMATION

The Standards Publications, Sales and Information Division is tasked with the publishing of the NAMS, other adopted standards, as well as the selling and the dissemination of information on standards. This division is guided by the NSI's Mission to promote the standardisation of products for the safety of consumers and the protection of the environment.

The department sold 477 standards of which 299 are NAMS, and 111 are International Organisation for Standardisation (ISO) and 67 are South African National Standards (SANS). During the period under review, NAMS standards recorded the highest sales, followed by ISO and SANS respectively.

Enquiries and Notifications

For the period under review, Namibia notified WTO members of an alcohol-based hand sanitiser Technical Regulation which was distributed by WTO on the 26 April 2020.

The purpose of these regulations is to: (a) cover the quality and safety requirements of alcohol-based hand sanitisers for consumer use and for use as health care personnel hand rub; (b) include the terminology, formulations packaging, marking or labelling requirements as they apply to a product, process or production process; and (c) compel a manufacturer or importer to meet the requirements of the NAMS/SANS 490 and the WHO Recommendations for ethanol and/or isopropyl alcohol content and alcohol identification.

Furthermore, the NSI envisions establishing the National Technical Barriers to Trade Consultative Committee (NTBTCC), the National Quality Association (NQA), in the next financial year of 2021/2022.

A NTBTCC provides a mechanism for consultation and advisory at national level, as well as coordinating and overseeing the implementation of the WTO TBT Agreement, while the National Quality Association provides for enhancement and instilling of a quality culture as provided for by the National Quality Policy of 1999 as revised.

Once the relevant stakeholders provide input and comments on the draft terms of reference, Committee Members will be expected to approve the ToRs together with an action plan for implementation.

As a Member of the WTO, Namibia is committed to the effective implementation of the WTO TBT as it aligns with national development ambitions and supports trade as an engine of economic growth for the country.

Both the NQA and NBTCC will be co-chaired by the NSI and the Ministry of Industrialisation and Trade.

On 28 September, 2020, the NSI submitted the bi-annual standards work development programme for the preceding and ensuing six (6) months, to the WTO Secretariat for publication and sharing with other WTO members.

Standards workshops and training

Webinars organised by ISO and disseminated by the NSI to stakeholders.

Organiser	Webinar	Month
ISO	How SMEs can take advantage of ISO standards to overcome challenges in times of Covid-19	June 2020
ISO-UNIDO	Occupational Health and Safety: The ISO 45000 suite of standards and guidance	June 2020
ISO	Building on the stakeholder engagement beyond Covid-19 for National and International Standardisation	July 2020
ISO	Why Sustainable Finance Standards Matter	July 2020
UNIDO	Opportunities for the private sector participation in EELA (Energy Efficient Lighting and Appliances)	Sept 2020 – Dec 2020

Trainings executed by the NSI

Institution	Participants	Training	Status
Ministry of Mines and Energy	10	ISO 17025 Testing and Calibration laboratories	Completed
Namibian Agronomic Board	14	ISO 7002:1986 Agricultural Food Products - Layout for a standard methods of sampling from a lot (Executive Briefing)	Completed
Namibian Agronomic Board	33	ISO 7002:1986 Agricultural Food Products - Layout for a standard methods of sampling from a lot (Introductory and awareness)	Completed
Namibian Agronomic Board	33	NAMS/SANS 10330 - Requirements for a Hazard Analysis and Critical Control Point (HACCP) System (Introductory and Awareness)	Completed
Namibian Agronomic Board	14	ISO 45001:2018 Occupational Health and Safety Management System (Executive Briefing)	Completed
Namibian Agronomic Board	33	ISO 45001:2018 Occupational Health and Safety Management System (Introductory and Awareness)	Completed
Namibian Agronomic Board	33	NAMS/SANS 10049 - Good Manufacturing Practices (Prerequisite Programs) (Introductory and Awareness)	Completed

Departmental Challenges

The following were identified as some of the major challenges facing the Standards Development and Coordination Department;

- Lack of Technical Regulations Framework to support standardisation operations.
- Lack of funds to establish and implement the National Quality Assurance.
- Poor brand visibility.
- Limited Standards Training Expertise and personnel: Training interventions and funds are required to acquaint the Standards Training Officers with soft skills and expertise required.
- Lack of a National Standards Development Programme as required by National Standardisation Strategy. This creates a predicament in prioritising the standards to be developed.
- Lack of funds to attend regional and international vital standards related meetings.
- Poor attendance of Technical Committee Meetings. This causes delays in standards development, a stumbling block in business productivity/efficiency and sales of standards.

*The policy is aimed at improving Namibia's **international competitiveness** and lead to enhanced export performance.*

Namibian Standards Institution (NSI) Published Standards for the period April 2020- March 2021

Designation	Project Title	Sector
NAMS/SANS 1828:2020	Cleaning chemicals for use in the food industry	Chemicals
NAMS/SANS 1853:2020	Disinfectants, detergent-disinfectants and antiseptics for use in the food industry	Chemicals
NAMS/SANS 490:2020	Disinfectant alcohol-based hand rub	Chemicals
NAMS/SANS 1866-1:2020	Medical devices Part 1: Medical face masks	Chemicals
NAMS/SANS 1866-2:2020	Medical devices Part 2: Medical respirators.	Chemicals
NAMS/SANS 10220:2020	The selection, use and maintenance of respiratory protective equipment	Chemicals
NAMS/AFNOR SPEC 576:2020	Barrier Masks – Guide to minimum requirements, methods of testing, making and use	Chemicals
NAMS/SANS 788:2019 (Ed. 1.3)	Frozen shrimps (prawns), langoustines and crabs	Food Management Systems
NAMS/SANS 1675: 2020	The Manufacture, production, processing and treatment of canned meat products	Food Management Systems
NAMS/SANS 1657:2014	Bottled water of subterranean origin	Food Management Systems
NAMS/SANS 10049:2019	Food safety management- requirements for prerequisite programme (PRPs)	Food Management Systems
NAMS 0008: 2021	Marketing and Commercial Quality Control of Onions	Food Management Systems
NAMS 0009: 2021	Marketing and Commercial Quality Control of Potatoes	Food Management Systems
NAMS 0010: 2021	Marketing and Commercial Quality Control of Cabbages	Food Management Systems
NAMS 0011:2021	Marketing and Commercial Quality Control of Butternut squash	Food Management Systems
NAMS/SANS 10330: 2020	Requirements for Hazard Analysis and Critical Control Point (HACCP) system	Food Management Systems
NAMS/ISO 24510:2020	Activities relating to drinking water and wastewater services — Guidelines for the assessment and for the improvement of the service to users	Design of Dry Sanitation facilities and systems in rural areas and informal settlements
NAMS/ISO 24511:2020	Activities relating to drinking water and wastewater services — Guidelines for the management of wastewater utilities and for the assessment of wastewater services	Design of Dry Sanitation facilities and systems in rural areas and informal settlements
NAMS/ISO 24521:2020	Activities relating to drinking water and wastewater services — Guidelines for the management of basic on-site domestic wastewater services	Design of Dry Sanitation facilities and systems in rural areas and informal settlements
NAMS/ISO 30500:2020	Non-sewered sanitation systems — Prefabricated integrated treatment units — General safety and performance requirements for design and testing	Design of Dry Sanitation facilities and systems in rural areas and informal settlements

Technical Committee	Development Stage	Expected Publication	Secretariat
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 14	Published	April 2020	Namibian Standards Institution
TC 3	Published	April 2020	Namibian Standards Institution
TC 3	Published	April 2020	Namibian Standards Institution
TC 3	Published	April 2020	Namibian Standards Institution
TC 3	Published	Dec 2020	Namibian Standards Institution
TC 3	Published	Feb 2021	Namibian Standards Institution
TC 3	Published	Feb 2021	Namibian Standards Institution
TC 3	Published	Feb 2021	Namibian Standards Institution
TC 3	Published	Feb 2021	Namibian Standards Institution
TC 3	Published	Dec 2020	Namibian Standards Institution
TC 12	Published	September 2020	Namibian Standards Institution
TC 12	Published	September 2020	Namibian Standards Institution
TC 12	Published	September 2020	Namibian Standards Institution
TC 12	Published	September 2020	Namibian Standards Institution



TESTING AND INSPECTION

The Testing and Inspection Department has twin responsibilities of the provision of inspection services to the Namibian fishing industry and the provision of testing services to regulators and commercially to various industries.

The core focus during 2020/21 was to ensure ongoing service delivery and continued technical excellence of services, while the department faced the challenges of COVID-19 and the resulting impacts in terms of logistical supply chain interruptions that resulted. For a period of five (5) months from April to August, 2020, the department continued to provide ongoing testing and inspection services, operating on skeleton staff. Due to the commitment of staff, the department rose above these challenges and proceeded to record a year of growth, both in terms of the number of services provided, and also in terms of new services developed for the market which are discussed in more detail in the business unit reports.

Construction of the new Inspection Centre

The construction of the new NSI Inspection Centre resumed during 2020, after delays in building works experienced during 2019. Completion of the state of art inspection facility was expected at the end of May 2021.

Industry Engagement

During the year under review focus has been on one-on-one client meetings which were maintained throughout the year.

The European Union Commission implemented Regulation (EU) 2019/628 in 2019, supplemented with Regulation (EU) 2020/2235 in 2020. Both regulations facilitate online certification of products destined to the EU market, using the Trade Control and Export System (TRACES NT).

The NSI training programme to equip industry with vital skills for transition to the Traces NT programme was halted in March 2020 due to COVID-19 restrictions and resumed in February, 2021. Two (2) two-day training sessions were conducted during February in Walvis Bay and one (1) session in March, 2021 in Lüderitz. A total of thirty-one (31) persons representing thirteen (13) companies from Erongo region and five (5) companies in //Karas region representing both fishing industry and export/logistics agencies attended the training.

Staff Competency

The department continues to implement a comprehensive on the job-training programme supplemented with specialised training interventions. This is to ensure staff competency for technical activities and to keep abreast of latest developments in the regulatory environment and requirements for Namibia's trading partners. During 2020/21, the training interventions concentrated on international recognised virtual training programmes, such as the Better Training for Safer Food (BTSF) organised by the European Commission.

Inspection Centre

The Inspection Centre performs inspection for compliance to specifications for fish, fishery products and canned fish and meat products. In order to ensure international recognition of its services, the Inspection Centre is accredited to ISO/IEC 17020:2012, the international standard specifies requirements for the competence of bodies performing inspection and for the impartiality and consistency of their inspection activities.

Inspection activities include the physical and organoleptic examination of the fishery products, canned meat and canned fish as well as hygiene monitoring of processing facilities to ensure consumers safety, facilitation of trade and protection of the market.

The Inspection Centre's accreditation is built on a quality management system that reinforces impartiality, integrity, confidentiality and staff competency as the foundational cornerstones of the NSI. The Inspection Centre is classified as a Type A Inspection body as it provides third party inspections.

During 2020/21, the Inspection Centre accreditation status was confirmed during the surveillance assessment conducted in February, 2021 by the regional accreditation body, the Southern African Development Community Accreditation Services (SADCAS). Inspection of frozen rock lobster was added as a new inspection scope for the Lüderitz office.

Inspection activities during 2020/21 were focused on the following products:

1. Frozen finfish, marine mollusks and frozen crustaceans (lobster, langoustines, crabs, shrimps/prawns);
2. Chilled fresh finfish for export;
3. Canned and pouched meat products;
4. Canned fish.

Marine Aquaculture

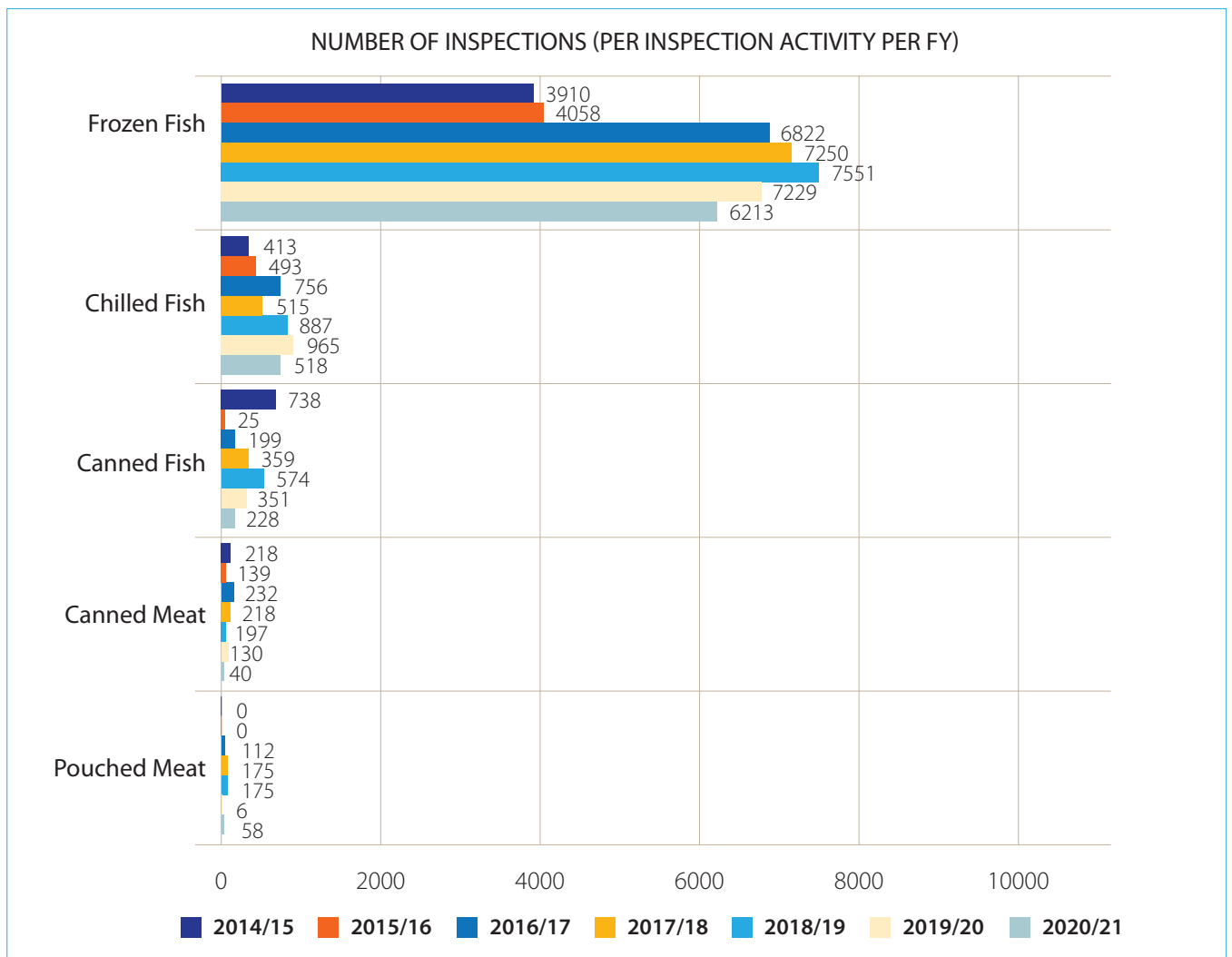
The division assists the Ministry of Fisheries and Marine Resources (MFMR) with the implementation of the Shellfish Model Sanitation Programme. The Inspection Centre conducts regular sampling of sea water and product sampling (shellfish) for laboratory testing for the presence of chemical and microbiological contamination. In addition, conducts performance of evaluation of the test results for compliance to regulatory and/or international market requirements.

Changes in nature and volume of work

COVID-19 and challenges experienced within the fishing industry resulted in reduction of inspection work volumes during 2020/21. As can be observed in Figure 1. Frozen fish inspection which contributes the most significant portion of inspection work decreased from the previous year by 11.7% and a total of 6,811 inspections were completed. Canned fish products inspections remain decreased due to the moratorium on pilchard fishing in the Namibian industry.

Chilled fresh fish inspection significantly decreased by 50.3% in the period under review due to challenges experienced by the industry during the first few months of the COVID-19 lockdown in terms of cross-border logistics. In Lüderitz, no chilled fish production was done during the FY 2020/21 thus no chilled fish inspections were conducted. The pouched meat canning establishment resumed operations during the latter part of 2020/21 after operations had been suspended for FY 2019/20 and the first half of FY 2020/21.

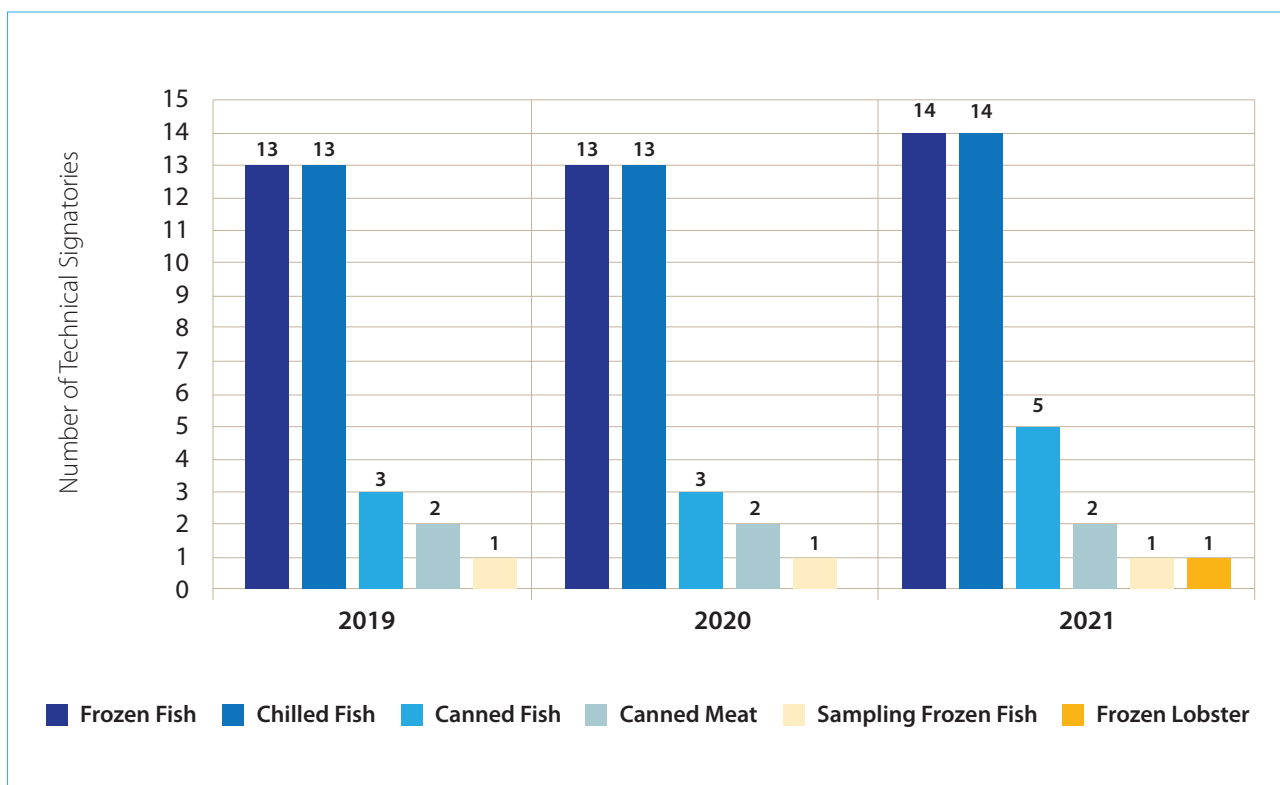
Figure 1: Changes in nature of inspection work based on inspection activity.



Technical capacity

Figure 2 reflects a steady growth in the number of technical signatories represented at all three (3) Inspection Centre offices (Walvis Bay, Windhoek and Lüderitz), added to the schedule of accreditation. This growth needs to match the increase in volume and scope of work to ensure delivery of efficient services at all three Inspection Centre offices.

Figure 2: In number and scope of Inspection Centre technical signatories represented at all three Inspection Centre offices (Walvis Bay, Windhoek and Lüderitz).



Testing Centre

The Testing Centre provides analytical testing services for food, water and environmental samples through provision of microbiology and chemistry testing. The test results provide independent assessment and evidence of compliance of products and services with regulations and conformity with market requirements. The laboratory serves the fishing and related industries, regional authorities in Erongo and //Karas regions, various food manufacturing industries, the hospitality industry, water bottling and other industries.

The Testing Centre is accredited to ISO/IEC 17025:2017, the international standard for quality management systems for testing and calibration laboratories. Accreditation is upheld through commitment to ongoing implementation of its quality management system built on the five (5) pillars of competency, namely; competent staff, competent methods, competent equipment, competent environment, and traceability to international units of measurement. This ensures that each measurement issued is both accurate and reliable.

Expansion of services

During 2020/21, the Testing Centre developed and accredited sixteen (16) new methods on its service portfolio including canned food test methods namely, canned food sterility testing and Bacillus cereus, tests methods for bottled water, Legionella in water, aflatoxin in cereals, yeast and mold in foods, arsenic in fishery products and other foods, hydroquinone in face creams, and salinity in water. Sampling for water and swabs has been accredited as a service.

In order to improve responsiveness to industry needs and decrease downtime resulting from equipment breakdown, supplementary methods have been developed for histamine and paralytic shellfish poisoning (PSP) on the High Performance Liquid chromatography instrument.

Excellence of test results assured

The Testing Centre remains committed to international competitiveness in terms of its quality of services. To this end, the laboratory participates in inter-laboratory comparison schemes, which provide independent assessment of the quality of laboratory results in the format of blind test runs in comparison to other regional and international laboratories offering similar services.

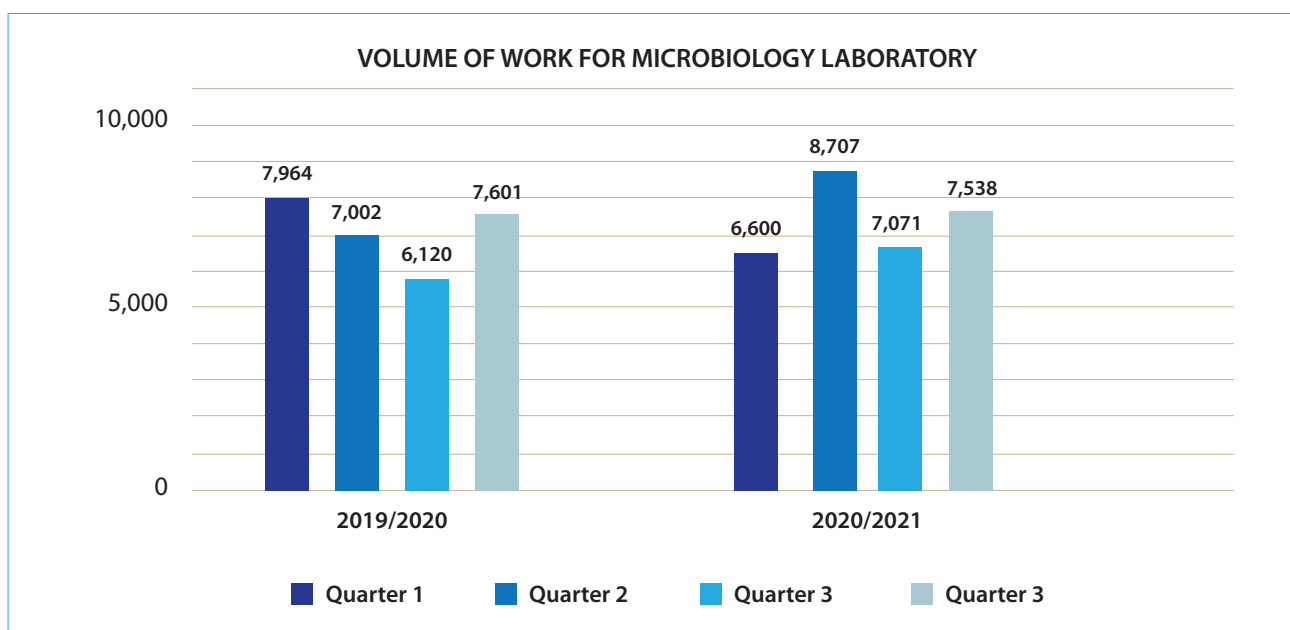
During 2020/21 the Testing Centre participated in the following proficiency testing activities:

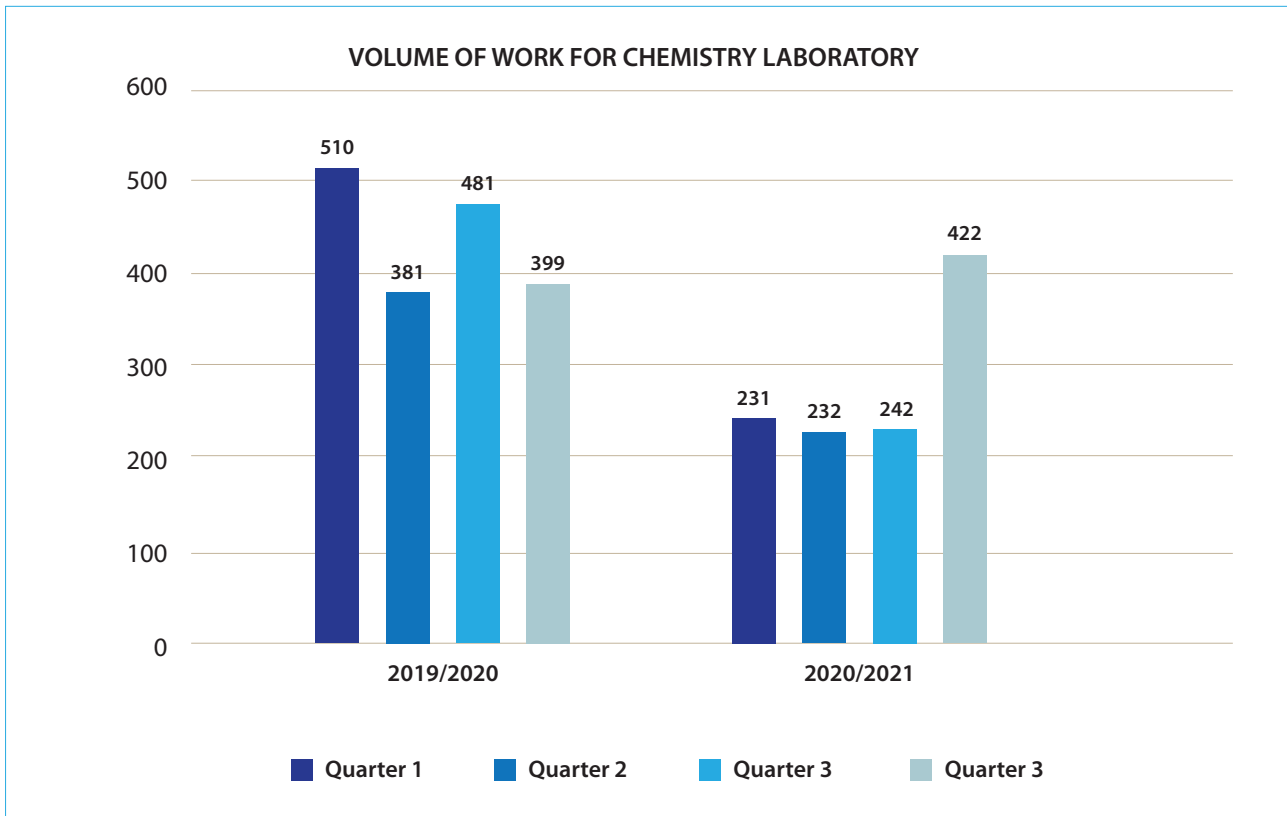
Unit	Scheme name	Target methods	#Rounds successfully completed*
Microbiology	Public Health England (PHE) Standard Food scheme	Indicator and pathogenic microorganisms specific to foods	5
	PHE pathogenic vibrio scheme	Pathogenic vibrio's specific to seafood	2
	PHE Shellfish scheme	Microbiological indicators of seafood hygiene E.coli and Salmonella	2
	PHE Swab scheme	Environmental swabs	2
	National laboratory Association South Africa (NLA-SA)	Water microbiology	2
	LGC	Shigella and F. coliforms for foods	1
Chemistry	FAPAS	Toxic heavy metals in fishery products and histamine	1
	Quasimeme	Marine algal Biotoxins	2
	SABS water	Water physical test parameters	2
	LCG	Toxic heavy metals in meat	1

Changes in work volume

Figure 3 shows that the microbiology laboratory analysed a record total of 29,916 tests for 9,552 samples during FY 2020/21. Comparing the figures to the financial year 2019/20 the Testing Centre recorded an increase of 1.9% in total samples and an increase in total tests of 4.3%.

Figure 4 shows that the chemistry laboratory analysed 520 samples and completed 1, 127 tests which represents a decrease on the previous year attributed to equipment down time and challenges with timely sourcing of consumables due to challenging international logistics as result of COVID-19.







METROLOGY

Metrology is defined as the science of measurements. It is divided into three (3) categories, namely:

- **Scientific Metrology**, which deals with the organisation, development and maintenance of national measurement standards;
- **Industrial Metrology**, that deals with the assurance of the adequate functioning of measurement instruments used in industry including production and testing processes and;
- **Legal Metrology**, which is the practice and the process of applying regulatory structure and enforcement to Metrology. This comprises all activities for which legal requirements are prescribed on measurement, units of measurement, measuring instruments or systems and methods of measurement performed. This is in order to ensure an appropriate level of confidence in measurement results in the national regulatory environment where these measurements influence the transparency of economic transactions, human health and protection of the environment.

As stated above, Metrology is one of the basic pillars of the national quality infrastructure and pivotal to any trading system. The absence of a functional Metrology infrastructure in Namibia would simply translate into inconsistencies and abuse of economic transactions resulting from measurement disparities. Additionally, evaluation for compliance with technical regulations would be impossible since evaluation and certification to regulatory framework is based on measurement constituents.

It can then be argued that the establishment of a national measurement system is, therefore, the first step in facilitating fair trade and as such a fundamental pillar in the development of a functional National Quality Infrastructure.

The Metrology Department serves the functions of the National Metrology Institute (NMI) and that of a National Legal Metrology Authority (LMA) with the function of realising, declaring of calibration and measurement capabilities and dissemination of measurement traceability, as well as administration and enforcement of Legal Metrology. Current scope of services are accredited to ISO/IEC 17025, the international standard for quality management in testing and calibration laboratories and the NMI has published calibration and measurement capabilities under the Key Comparison database of the International Bureau of Weights and Measures in the field of Mass Metrology.

To date, the Scientific and Industrial Metrology Division has fully accredited laboratories offering services in the following metrology fields:

- Mass Metrology: Mass pieces and Weighing Instruments Digital – self – indicating;
- Volume Metrology: Micropipettes / Syringes, Glassware and Metal Measures;
- Temperature Metrology: Digital Thermometry, Liquid in Glass Thermometry, Isothermal Media (single point and Mapping) and Infrared Thermometry.
- Dimension Metrology: Calibration of Gauge Blocks, Dial/Digimatic Indicators, Micrometers, Vernier Callipers Unaccredited)



Accreditation Schedules

ITEM	MEASURED QUANTITY OR TYPE OF GAUGE OR INSTRUMENT	METHOD	RANGE OF MEASURED QUANTITY	CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (\pm)
1	Mass pieces	Internal: MTPI 002	1 mg to 5 g	0,02 mg
			10 g	0,03 mg
			20 g to 50 g	0,04 mg
		Reference: OIML R111-1	100 g	0,1 mg
			200 g	0,2 mg
			500 g	0,001 g
			1 kg to 2 kg	0,002 g
			5 kg	0,005 g
			10 kg	0,03 g
			20 kg	0,03 g
2	Weighing Instruments	Internal: MTPI 003	0 g to 50 g	0,0003 g
			Digital – self - indicating	50 g to 200 g
		Reference: OIML R76, EURAMET cg 18	200 g to 3000 g	0,0003 % + 0,001 g
			3,0 kg to 1500 kg	0,01% + d
			0 g to 50 g	0,0003 g
3	On-site calibration for item 2 above			

ITEM	MEASURED QUANTITY OR TYPE OF GAUGE OR INSTRUMENT	METHOD	RANGE OF MEASURED QUANTITY	CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (\pm)	
1	Micropipettes / Syringes	Internal: MTPI 009	1 μ l to 10 μ l	0,2 μ l	
			10 μ l to 100 μ l	0,8 μ l	
			Reference: ISO 8655-6	100 μ l to 200 μ l	0,9 μ l
			200 μ l to 500 μ l	1,6 μ l	
			500 μ l to 1000 μ l	8,2 μ l	
2	Glassware	Internal: MTPI 010 & MTPI 011 Reference: ISO 4787	10 ml to 5 l	0,02 %	
3	Metal Measures	Internal: MTPI 010 & MTPI 014 Reference: : ISO 4787 OIML R120	1000 ml to 20 l	0,04 %	

ITEM	MEASURED QUANTITY OR TYPE OF GAUGE OR INSTRUMENT	METHOD	RANGE OF MEASURED QUANTITY	CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (±)
1	Digital Thermometry	Internal: MTPI 006 Reference: SANAS TR 19	-30 °C to 450 °C	0.2 °C
2	Liquid in Glass Thermometry	Internal: MTPI 007 Reference: OIML R 133, SANAS TR 19	-40 °C to 0 °C	0.25 °C
			0 °C to 150 °C	0.2 °C
3	Temperature Installations (Single Location)	Internal: MTPI 016 Reference: SANAS TR 19	-30 °C to 450 °C	0.2 °C
4	Isothermal Media (Multi-location Mapping)	Internal: MTPI 016 Reference: SANAS TR 19	-30 °C to 450 °C	0.2 °C
5	On-site Calibration for Items 1, 3 & 4 above			

The Legal Metrology Division on the other hand has developed to offer regulatory functions that cover the following:

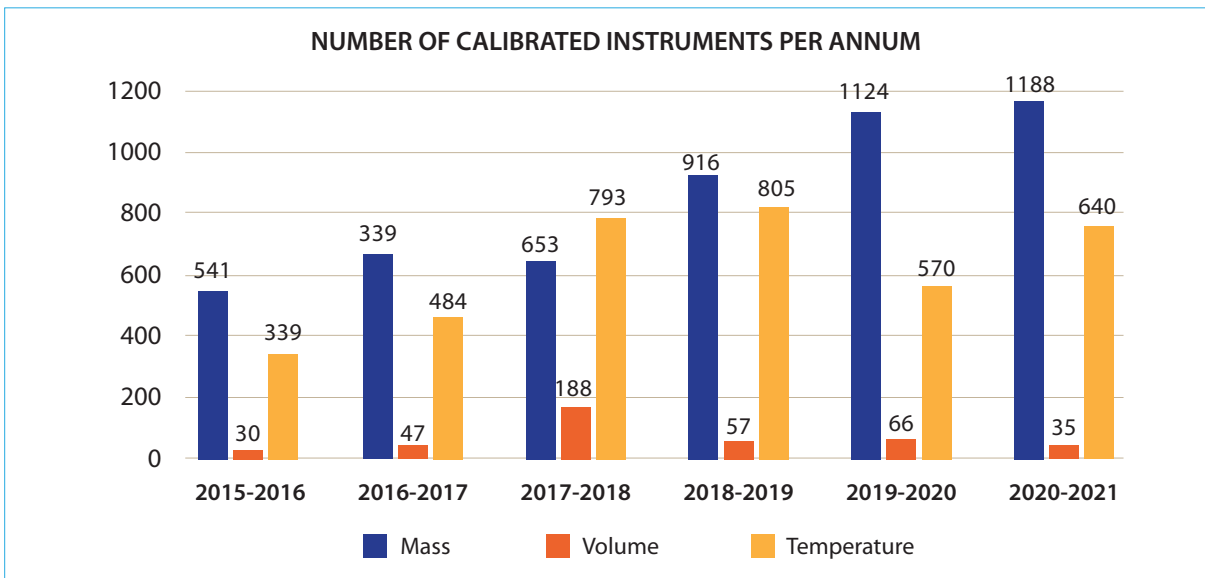
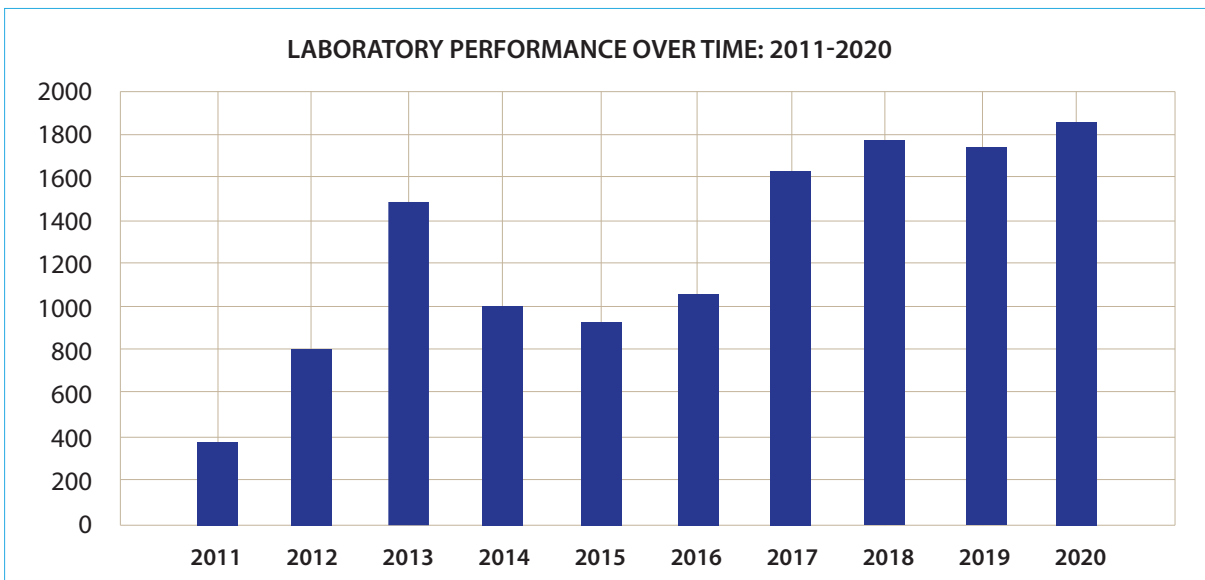
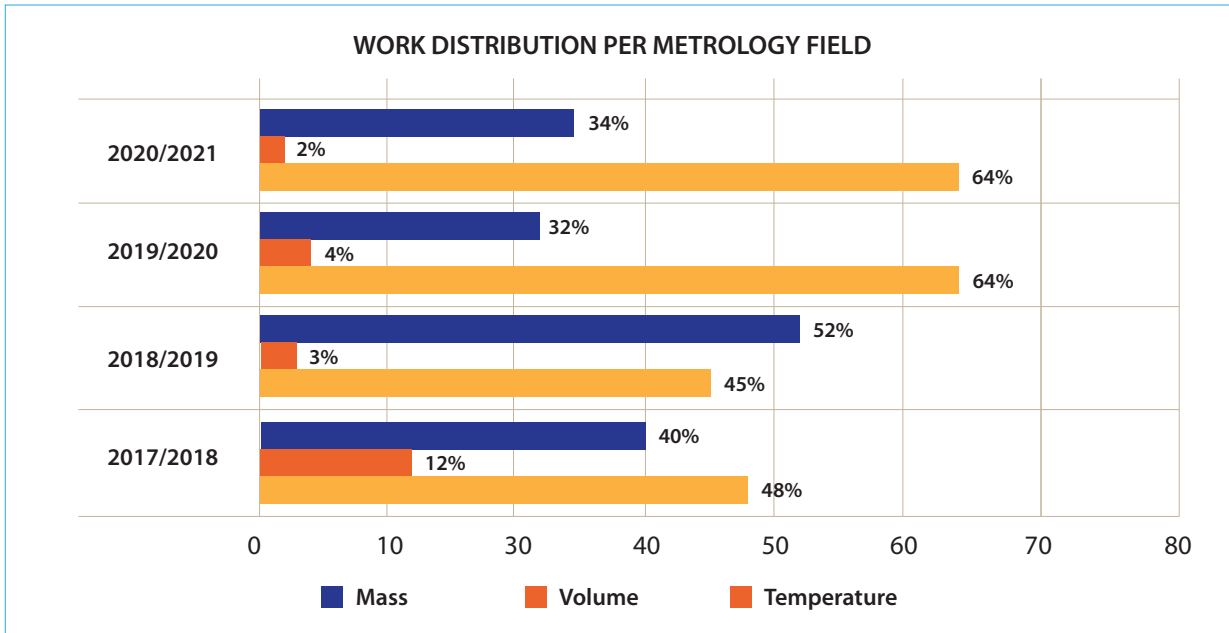
- National type approval of prescribed Measuring instruments;
- Verification of prescribed measuring instruments;
- Inspection services of pre-packed goods offered for sale;
- Registration, Certification and supervision of Mechanics or Technicians;
- Verification of instruments used for safety of lives at sea (SOLAS);
- Verification of instruments used to ensure road safety and law enforcement and;
- Implementation of Quantity Control Scheme for pre-packed products (E-Marking Scheme).

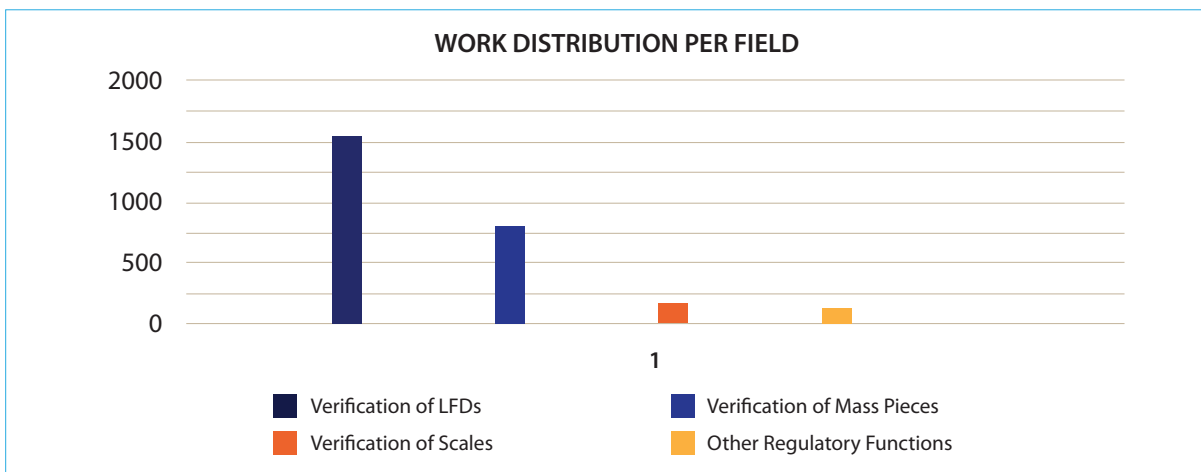
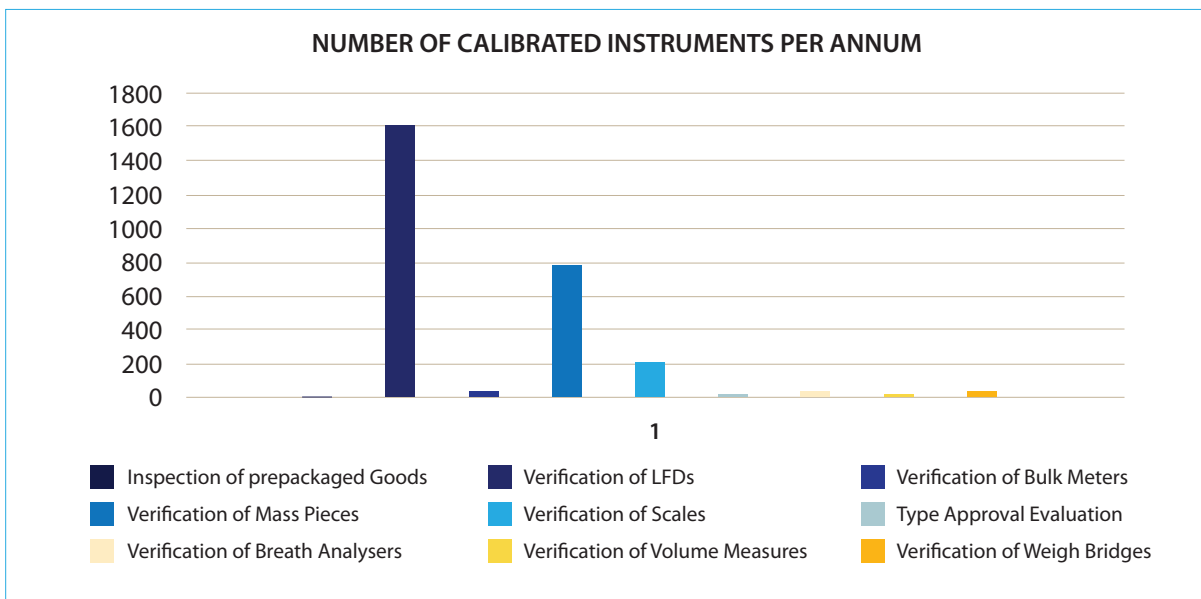
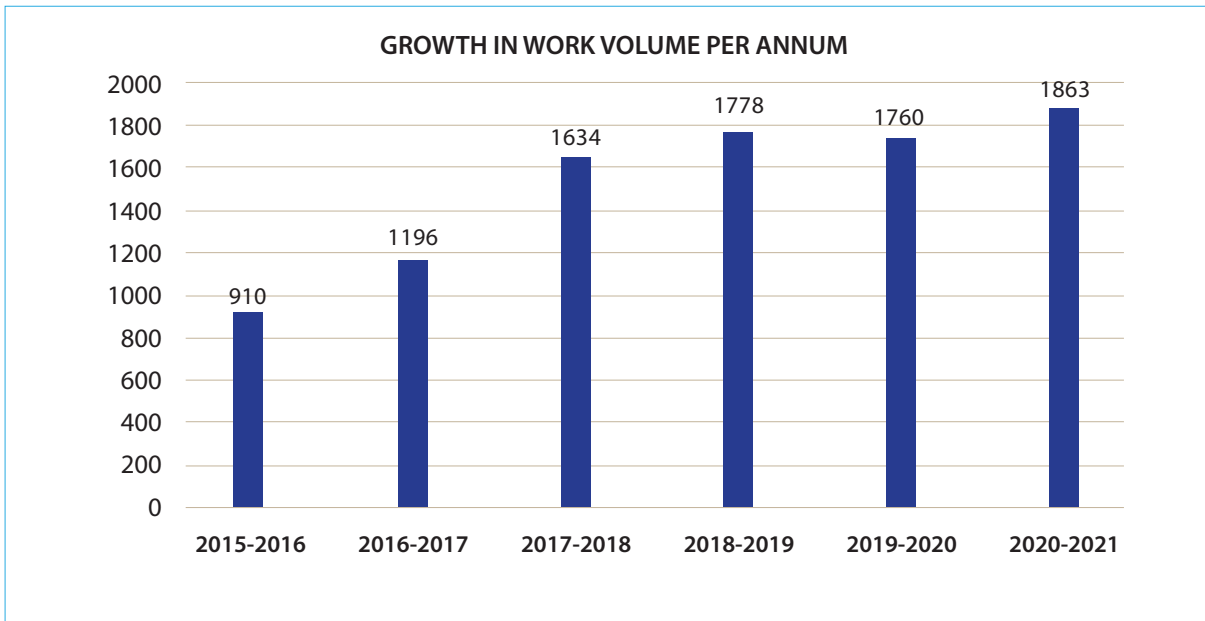
Honouring international responsibilities, the Metrology Department continues to:

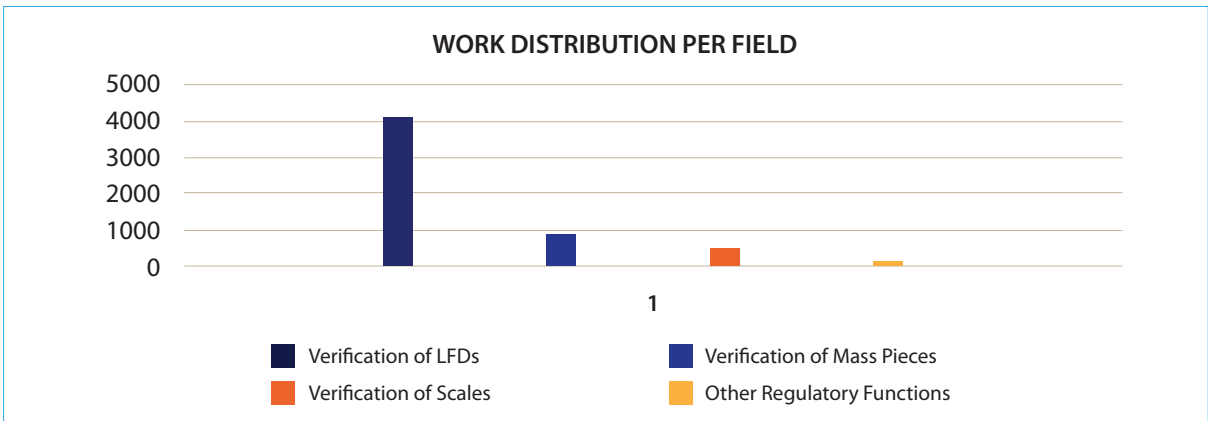
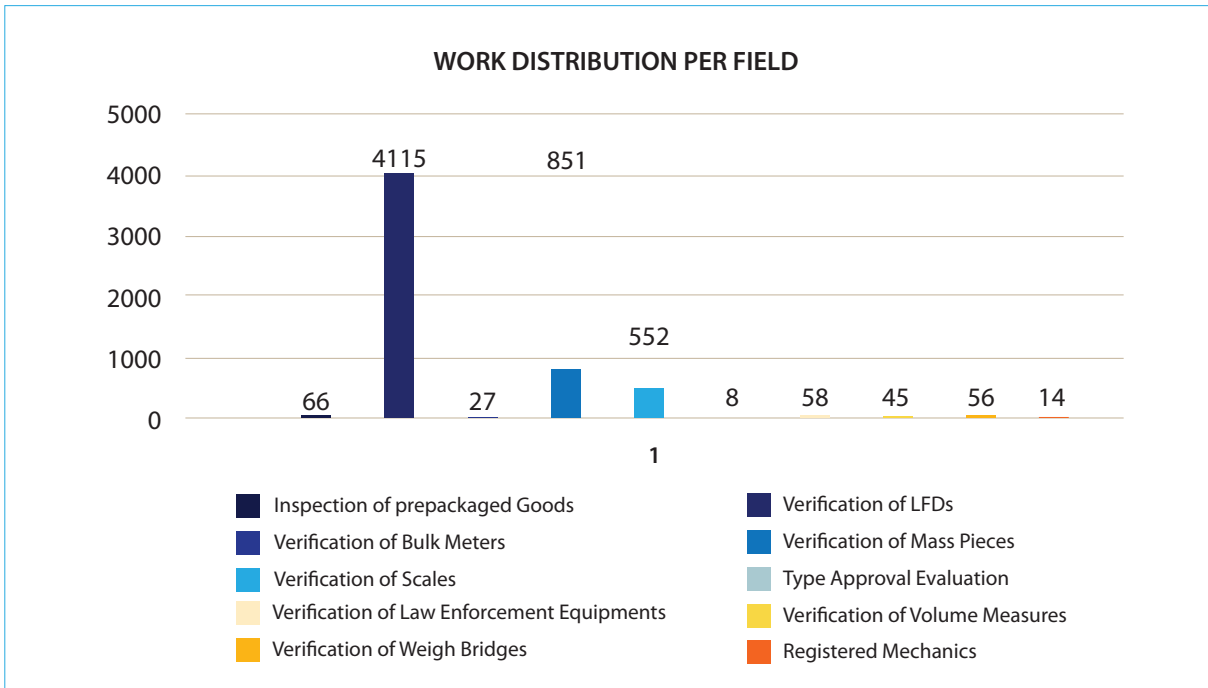
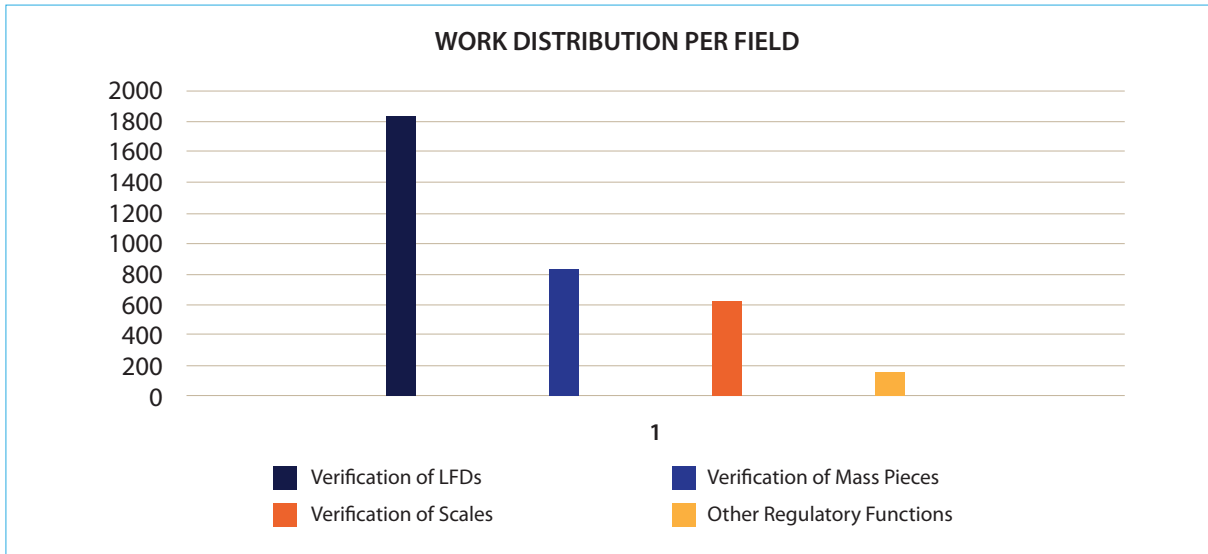
- Demonstrate National equivalence through maintenance of Calibration and Measurement Capabilities (CMCs).
- Contribute to the drafting of legal metrology recommendations, systems and guidelines through international and regional structures under the international organisation of legal metrology (OIML) and Southern African Development Cooperation In Legal Metrology (SADC MEL);
- Translate internationally harmonised guidelines and recommendations into national standards through the NSI Technical Committee nine (TC 9) on Metrology, and;
- Transition from the OIML mutual acceptance arrangement system to the Implementation of the OIML Certification system.

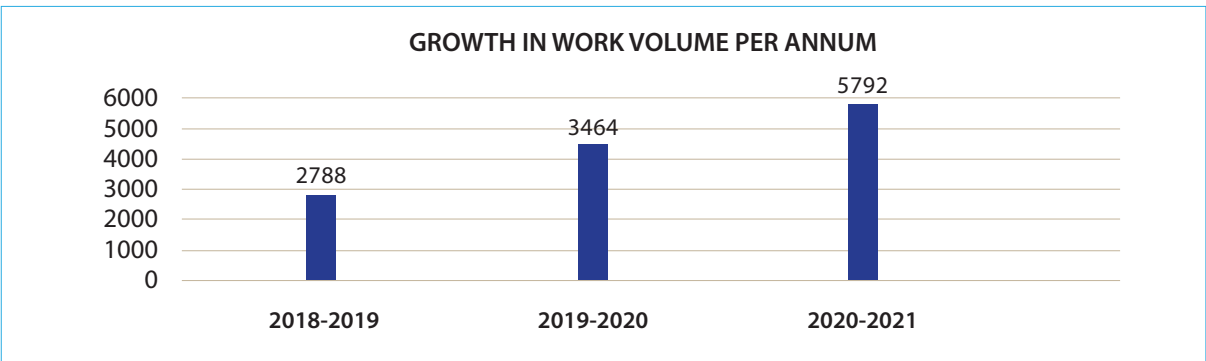
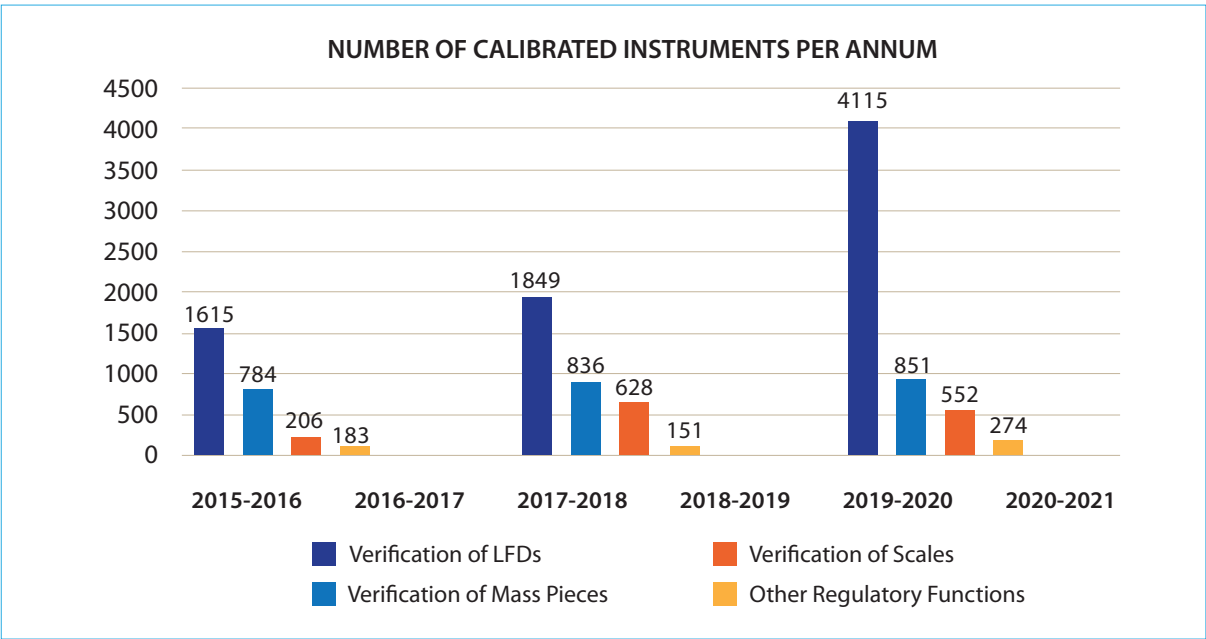
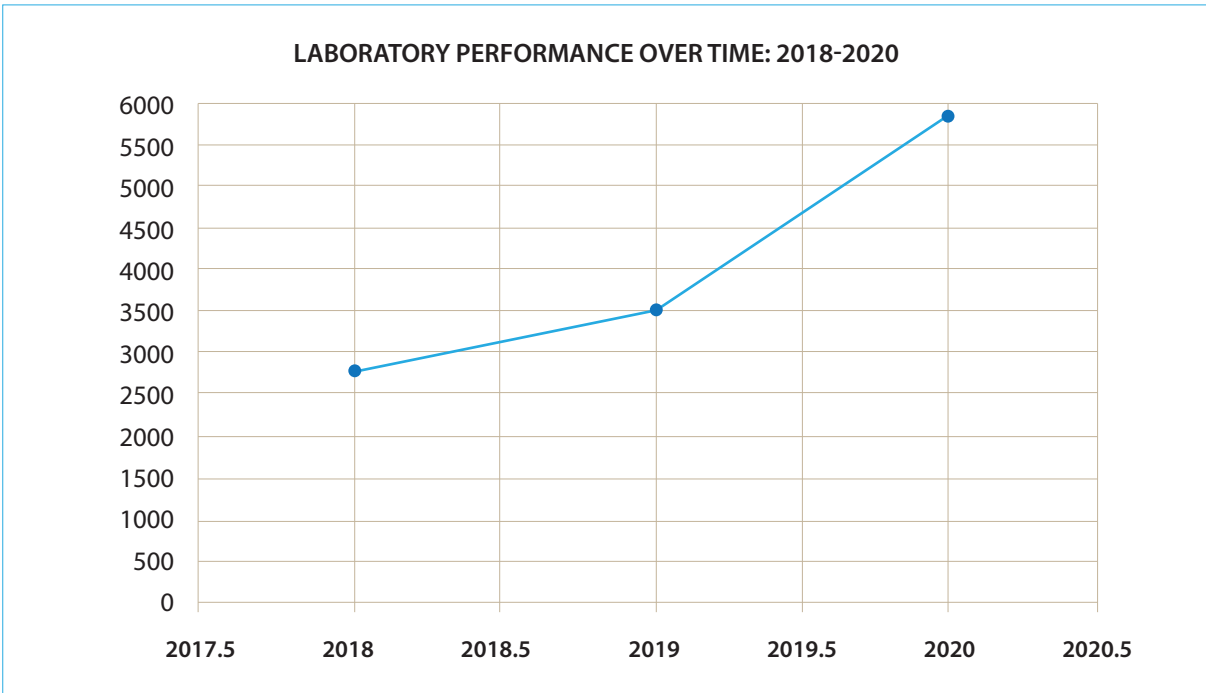
The Metrology Department staff complement is comprised of the Head of Metrology, a Quality Assurance Officer, four (4) Scientific and Industrial Metrologists, six (6) Inspection and Verification Officers, as well as an administrative and support staff.













CERTIFICATION

The NSI Certification Department was established in line with Section 23 of the Standards Act, 2005. (Act No. 18 of 2005), and operates as a Certification Body (CB) in accordance with the requirements of the ISO/IEC 17021-1, ISO/IEC 17021-3, ISO/IEC 17067 and ISO/IEC 17065 Standards.

It provides independent third-party certification services of whether an organisation's management system meets the requirements specified by applicable management system standards (e.g. NAM/ISO 9001, NAM/ISO 22000, NAMS/SANS 10330 and FSSC 22000), or whether products meet the requirements of specific product standards.

The Certification Body provides a platform to enhance the quality of Namibian products and services, which in turn facilitates trade and ensures the competitiveness of Namibian products and services both locally and internationally.

Namibian goods and services that meet the requirements of the applicable Namibian and/or International standards are issued with a Certificate of Conformity and awarded with the licence to use the NSI Mark of Conformity. The Mark of Conformity informs consumers that a product and service have been assessed by the NSI and found to conform to the requirements specified in the applicable standard, e.g. product and/or management system standard.

Products and services

- Management system certification to NAM/ISO 9001:2015, NAM/ISO 22000, NAMS/SANS 10330 & FSSC 22000;
- Standard Mark Certification Scheme;
- Enforcement of the alcohol-based hand sanitisers regulations, effective 30th April 2021;
- Enforcement of the Cement Regulations, effective 12th May 2020; and
- Import product verification scheme.

Performance highlights

- Certification Body has managed to maintain accreditation scope of Quality Management Systems to ISO/IEC 17021-1:2005 and ISO/IEC 17021-3:2017 (Certification to NAM/ISO 9001:2015), for the sub-scope - Food, beverages and tobacco (IAF Code 3) assessment for Certification to NAM/ISO 9001:2015.
- Accreditation Approvals Committee has approved the extension of accreditation to include the following sub-scope:
 - a) Paper products (IAF Code 7);
 - b) Printing companies (IAF Code 9); and
 - c) Rubber and plastic products (IAF Code 14).

As an important stakeholder, NSI would like to assure its clients of its commitment to quality assurance and standardisation through provision of competent, impartial and customer-focused service, hence third-party accreditation assessment and confirmation.

Amongst the performance achievements of the Certification department were an average customer satisfaction rating of 80% which was within the target of 80%. It also attained full implementation of the FSSC 22000 Certification Scheme requirements and was able to fully implement the Good Manufacturing Practices (GMP) Inspection Scheme for Food Handling Organisations.

*The Certification Body provides a platform to **enhance the quality** of Namibian products and services*





CORPORATE FINANCE, ICT AND ASSET MANAGEMENT

The Corporate Finance, ICT and Asset Management Department is responsible for the management of the Institution’s cash flow and to ensure enough funds are available to meet the day-to-day payments, prepare forecasts on a regular basis to systematically calculate the ongoing cash need.

The Department is also responsible for the preparation of the NSI’s budget and forecasts, and to report back on the progress throughout the year. This information is used to proactively plan for staffing levels, asset purchases, expansions and cash needs.

FINANCE OVERVIEW

The Institution remained resilient despite the challenges of the FY 2020/2021 and continued contributing towards the survival of all stakeholders. The NSI management continued to intensify cost cutting measures that resulted in the decrease of the total losses from N\$21 302 214 in the FY 2019/2021 to a loss of N\$15 461 237 during FY2020/2021. This is despite the reduction in the Government grant during the year under review.

The NSI management is committed to increasing internally generated revenue despite the challenges of 2020, caused mainly by the COVID-19 pandemic. The institution remained sound and resilient, despite the pre-existing sluggish economic activity. Both the global and domestic economy contracted in 2020, primarily as a result of the COVID-19 pandemic. The NSI continued to show significant revenue increases despite these domestic and the international challenges. The NSI remains optimistic that the domestic economy will recover in 2021 and 2022.

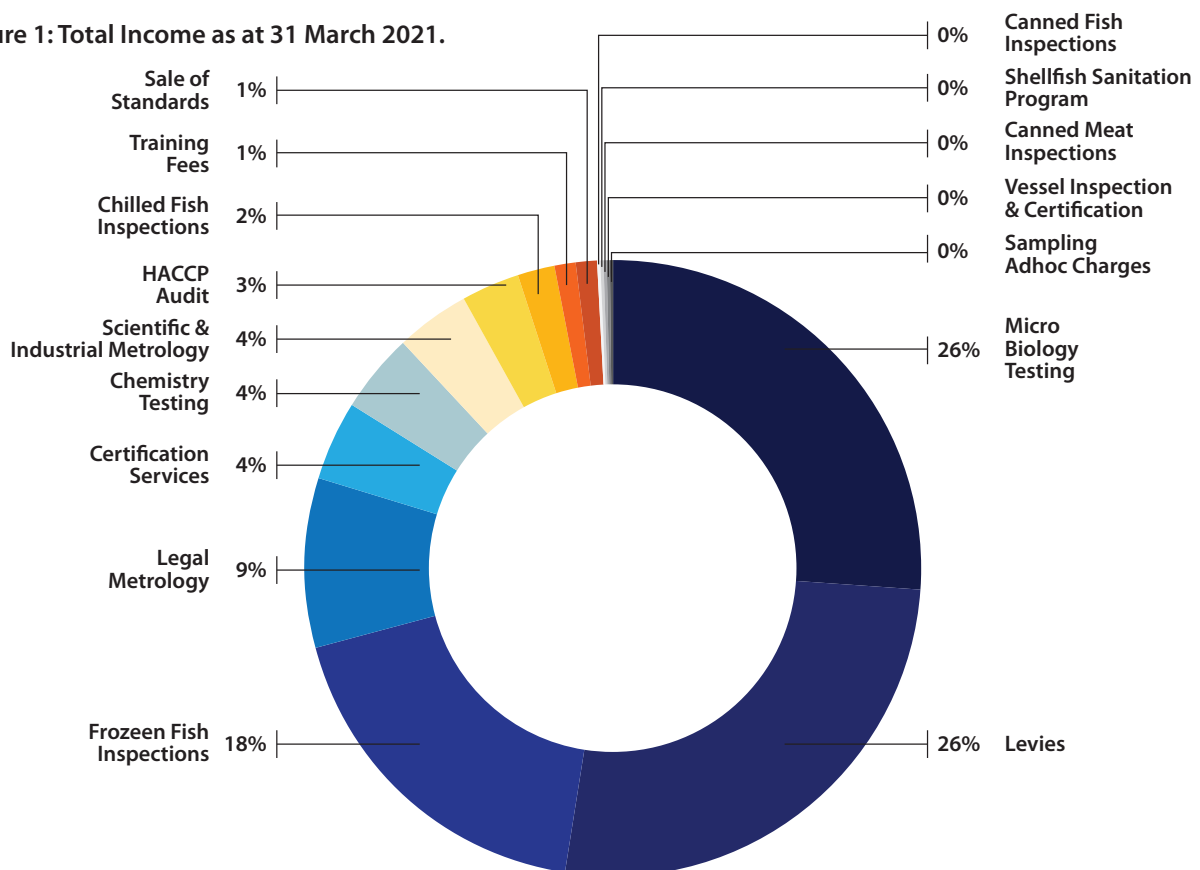
For the FY 2020/2021, FRAC has satisfied itself of the expertise, resources and experience of the company’s finance function with all managerial position been filled throughout the financial year.

FINANCIAL PERFORMANCE

Total income

Total income for the year increased by 4.03 % to N\$71.2 million (FY2020: N\$78.4 million). The government grant funding allocation decreased by N\$8.2 million to N\$33.2 million from the previous year’s allocation of N\$41.41 million. The NSI revenue derived from sales (this includes sales of standards, testing services, inspection services and certification services) increased by 4.07% to N\$33.27 million (FY2020: N\$31.98 million).

Figure 1: Total Income as at 31 March 2021.



The NSI management continues to demonstrate its willingness to grow the Institution against the backdrop of a weakening economy through the identification and the provision of new services to cater for a wider market. This is seen as the core strategy for the NSI's revival as the government grant continue to decrease year on year.

Operating expenditure

Operational expenditure continued to decrease with an average decrease of 9.7% from N\$92.04 million in the FY 2019/2021 to N\$84.99 million in the FY 2020/2021. This was due to prudent financial management strategies that have been implemented in order to cut costs, while ensuring premium service delivery to all stakeholders. Remote working arrangements necessitated by the COVID-19 pandemic saved the NSI on various cost line items. Salaries and wages remained the largest operational expenses for the NSI in the 2020/2021. However, due to the nature of the NSI business, management has not been able to cut the payroll cost as this may have a negative impact on the quality of services being rendered.

Operating loss and net loss

The NSI operating loss before net interest income and finance cost increased by 5.5% to N\$15.46 million compared to an operating loss of N\$14.650 million in the previous financial year. The Institution continues to exercise prudence in national resources at its disposal, while at the same time ensuring the fulfilment of its mandate.

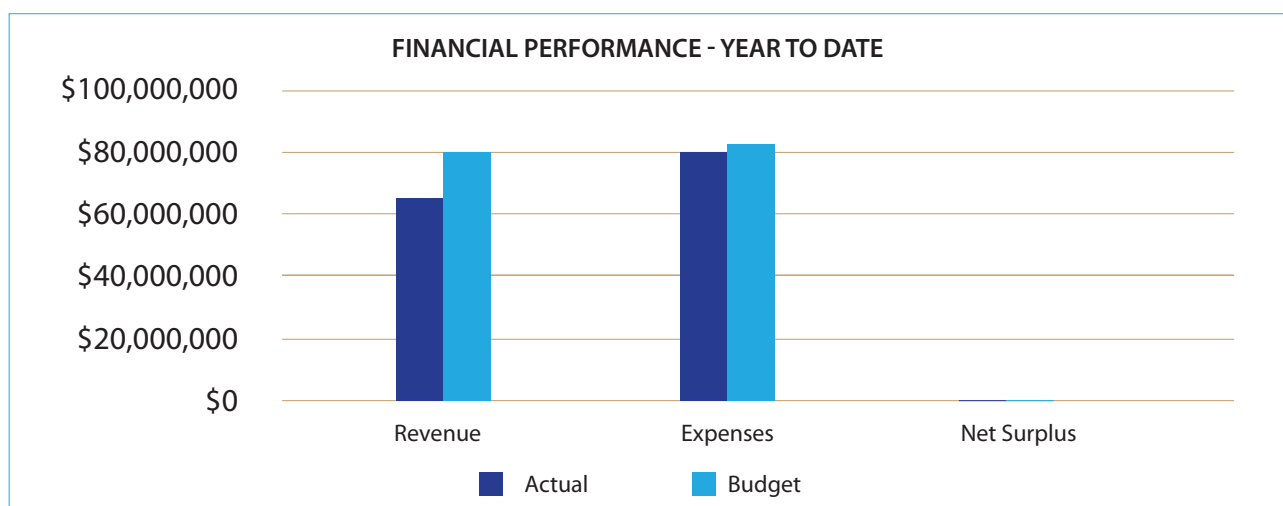


Figure 2: Financial Performance year to date

FINANCIAL POSITION

The NSI continued to show a strong balance sheet as at the end of March, 2021. This can be attributed to the acquisition of the NSI headquarters in Windhoek and the completion of the Inspection Centre in Walvis Bay. Management undertook these capital projects with the intention of reducing rental costs and strengthening the financial position of the Institution.

Optimum usage of the assets is evident with the decrease in the current asset position from N\$9.012 million in 2020 to N\$8.601 million during the year under review. The liability position of the Institution increased due to facilities that have been undertaken to finance the acquired properties for the NSI. Plans are at an advanced stage to ensure that the loans are paid off in due time.

The trade payable position of the Institution worsened from N\$14 million in 2020 to N\$26 million in 2021. This can be attributed to the lower grant received in the current financial year.

Cash and cash equivalents

Cash flow utilised in operations totalled N\$4.6 million during the year under review, compared to N\$5.7 million in the previous financial year. The NSI's cash and cash equivalent total expenditures totalled N\$537 000, compared to N\$537 323 million during 2019/2020.

Change in accounting policies

No early adoption of standards or interpretation was effected in the current FY. (See details in the Notes to financial statements)

FINANCIAL OUTLOOK BEYOND 2021

Global Economic Growth

According to the Bank of Namibia, global economic activity contracted sharply in 2020 but is expected to recover in 2021. Global real GDP is estimated to have contracted by 3.3 percent in 2020 but is projected to grow by 6.0 percent and 4.4 percent in 2021 and 2022, respectively, according to the IMF's April 2021 World Economic Outlook (WEO).

The steep contraction in 2020 was widespread. However, the rate of recovery will depend on each country's COVID-19 containment measures and unique circumstances. These include access to vaccines and medical interventions as well as effective policy support. Moreover, exposure to cross-country risks, as well as the position of the economy prior to the pandemic, will have a significant impact on the pace of recovery. Many low-income developing countries had high debt levels prior to the pandemic. Therefore, the international community will need to work together closely to ensure that financially constrained economies have adequate access to international liquidity, so they are able to manage the pandemic without increasing their debt beyond sustainable levels.

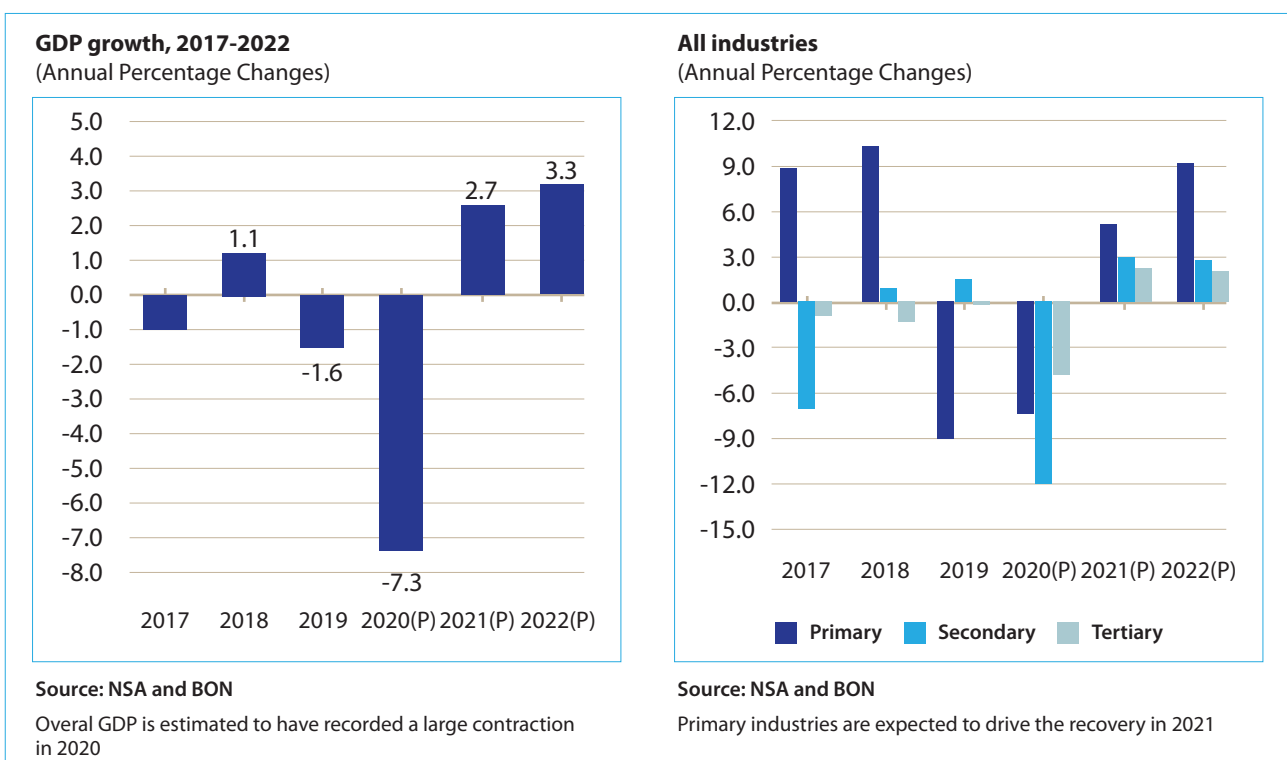
Countries will need to tailor their policy responses to the stage of the pandemic, strength of the recovery, and structural characteristics of the economy. Although high uncertainty surrounds the global outlook, there is more direction and positivity. The NSI has the potential to tap in the growth global prospect with border restrictions been lifted.

Domestic economy outlook

Namibia's economic performance is expected to improve during 2021 and 2022, following what is estimated to be the country's deepest contraction in 2020. Real GDP growth is projected to increase to 2.7 percent and 3.3 percent in 2021 and 2022, respectively, from an estimated contraction of 7.3 percent in 2020 (Figure 1).

Despite the contractions, the NSI continues to weather the storm in these difficult times with growth seen year on year. These improvements are ascribed to broad based base effects as well as better growth prospects for diamond mining, agriculture, and transport. The latest estimate of 7.3 percent contraction in 2020 is unchanged from the one published in the December 2020 Economic Outlook update. Several adjustments were made to the 2020 growth estimates for some industries. However, the net impact of the changes was neutral, leaving the estimated contraction for 2020 unchanged.

Growth projections for 2021 and 2022 were adjusted slightly upwards to 2.7 percent and 3.3 percent, respectively in the February 2021 update. The corresponding forecasts in the December 2020 update were 2.6 percent and 3.2 percent.



Primary industries are expected to lead economic recovery, with robust growth rates projected for 2021 and 2022, with the potential for the NSI to tap into the growth prospects. The agriculture, forestry and fishing sectors are expected to return to positive growth in 2021, from a mild contraction in 2020.

Information and Communications Technology

The Information and Communications Technology (ICT) Division deals with the effectiveness and efficient use of ICT within the NSI. The Division assists business units in harnessing ICT to implement the mandate of the Institution. The mission of the ICT Division is to provide state-of-the-art ICT facilities and applications through appropriate research and procurement procedures, with the capacity and flexibility to satisfy the current and future ICT service needs of the NSI. Network security remains at risk, but control measure have been implemented to minimise the risk.

The following systems are accommodated in the NSI:

- A virtual Environment hosting: Microsoft Exchange, Active Directory, Antivirus Endpoint Security, File servers and application servers
- Database servers
- Firewalls for network security

In support of the business units, the following activities were conducted during the period under review:

- Ongoing replacement of old and outdated personal computers;
- Continuous implementation of cloud backup systems with additional backup repositories to minimise the effects of data losses;
- The ongoing strengthening of the ICT Network security;

Personal Computers (PCs)

The NSI currently has 172 PCs, of which 90 are weary and need to be replaced. Computers are distributed by ICT to staff members for use. The ICT Division procures computers every year in order to ensure that staff access and productively exploit available network resources. The graph below shows the trend of computer purchases for the last five years. Due to budget constrains the NSI has only managed to purchase four (4) units in the FY under review. Provided that funds are made available, a replacement strategy is planned for the 2021/2022 FY to cater for the shortfall in the replacement of units.

Upcoming Projects

The following projects are at planning or implementation stage for 2021 - 2022:

Project	Status	Anticipated completion date
Implementation of the ERP system (SAP One)/ Pastel ERP which is adaptable to the idiosyncrasies of the NSI operations to enable optimisation of business processes as the business grows	In progress	31 March 2022
Establishment of the an IT Help Desk to enhance customer satisfaction	On Hold	Pending availability of funds
Installation of ICT equipment for the Cold Chain Management System	Completed	
Implementation of Laboratory Information Management System (LIMS)	Completed	December 2021
Implementation of Quota allocation for usage of printers	Discarded due to other cost reduction measures	
Implementation of Security Information and Event Management (SIEM) System	In progress	31 March 2022

ANNUAL FINANCIAL STATEMENTS



Republic of Namibia



OFFICE OF THE AUDITOR-GENERAL

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13299

WINDHOEK
9000

**AUDIT COMPLIANCE CERTIFICATE ON THE ACCOUNTS
OF THE NAMIBIAN STANDARDS INSTITUTION
FOR THE YEAR ENDED 31 MARCH 2021**

The documentation as compiled by the firm BDO which is registered in terms of the Public Accountant's and Auditor's Act, 1951, who was appointed by the Board Members of the Namibian Standards Institution, has been examined by Officials of the Office of the Auditor-General.

In terms of Section 19 (1) of the Standards Act, 2005 (Act 18 of 2005) I certify that the above-mentioned audit of the annual financial statements for the year ended 31 March 2021 has been carried out to my satisfaction.

WINDHOEK, January 2022

**JUNIAS ETUNA KANDJEKE
AUDITOR-GENERAL**



Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

General information

Country of incorporation and domicile	Namibia
Nature of business and principal activities	Namibian Standards Institution is engaged in promotion of standardisation and quality assurance in the industry, commerce and public sector in Namibia with the aim of improving product quality, industrial efficiency and productivity, and to promote trade, so as to achieve optimum benefits for the public of Namibia in general.
Directors	Mrs. Concepcion Wasserfall Prof. Martha Annery Kandawa-Schulz Mr. John Ali Ipinge Ms. Rosalinda Katjivena Mr. Milton Shaanika-Louw Dr. Penny Hiwilepo-van Hal Mr. Frederik Willem Botes Ms. Ainna Vilengi Kaundu
Business address	37 Feld Street, Windhoek Namibia
Postal address	P O Box 26364 Windhoek Namibia
Bankers	First National Bank of Namibia Limited
Secretary	Ms. Cynthia Anyanwu

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

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Statement of Cash Flows	68
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The following supplementary information does not form part of the annual financial statements and is unaudited:	
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Namibian Standards Institution Financial Statements for the year ended 31 March 2021

Members' Responsibilities and Approval

The NSC members are required in terms of the Standards Act, No 18 of 2005 to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements fairly present the state of affairs of the Institution as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with International Financial Reporting Standards. The external auditors are engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with International Financial Reporting Standards and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The NSC members acknowledge that they are ultimately responsible for the system of internal financial control established by the Institution and place considerable importance on maintaining a strong control environment. To enable the Institution to meet these responsibilities, the NSC members sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the Institution and all employees are required to maintain the highest ethical standards in ensuring the Institution's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the Institution is on identifying, assessing, managing and monitoring all known forms of risk across the Institution. While operating risk cannot be fully eliminated, the Institution endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The NSC members are of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

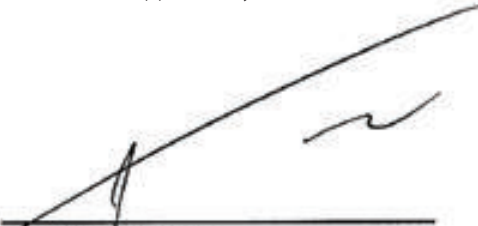
The NSC members have reviewed the Institution's cash flow forecast for the year to 31 March 2022 and, in light of this review and the current financial position, they are satisfied that the Institution has or had access to adequate resources to continue in operational existence for the foreseeable future.

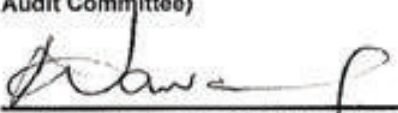
The external auditors are responsible for independently auditing and reporting on the Institution's annual financial statements. The annual financial statements have been examined by the Institution's external auditors and their report is presented on page 6 to 8.

The annual financial statements set out on pages 9 to 34, which have been approved by the NSC Members and were signed on their behalf by:

Approval of financial statements


Mrs. Conception Wasserfall
(Chief Executive Officer)


Mr. John Ali Ipinge
(Chairperson of Finance, Risk Management and Audit Committee)


Prof. Martha Annery Kandawa-Schulz
(Chairperson)

07 - 12 - 2021

Date

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Members' Report

The NSC members have pleasure in submitting their report on the annual financial statements of Namibian Standards Institution for the year ended 31 March 2021.

1. Nature of business

Namibian Standards Institution is engaged in promotion of standardisation and quality assurance in the industry, commerce and public sector in Namibia with the aim of improving product quality, industrial efficiency and productivity, and to promote trade, so as to achieve optimum benefits for the public of Namibia in general.

There have been no material changes to the nature of the Institution's business from the prior year.

2. Review of financial results and activities

The annual financial statements have been prepared in accordance with International Financial Reporting Standards and the requirements of the Standards Act, No 18 of 2005. The accounting policies have been applied consistently compared to the prior year.

Full details of the financial position, results of operations and cash flows of the Institution are set out in these annual financial statements.

3. Directorate

The members in office at the date of this report are as follows:

Member	Office/Position	Resignation
Mrs. Concepcion Wasserfall	Chief Executive Officer, Member Ex-Officio	
Prof. Martha Annery Kandawa-Schulz	Chairperson	
Mr. John Ali Ipinge	Chairperson of Finance, Risk Management and Audit Committee	
Ms. Rosalinda Katjivena	Chairperson of Special Projects Committee	
Mr. Milton Shaanika-Louw	Member	
Dr. Penny Hiwilepo-van Hal	Member	
Mr. Frederik Willem Botes	Member	12 October 2020
Ms. Anna Vilengi Kaundu	Chairperson of Human Resources and Remuneration Committee	
Mr. Axel Tibinyane	Member	

There have been no changes to the members for the year under review.

4. Property, plant and equipment

There was no change in the nature of the property, plant and equipment of the Institution or in the policy regarding their use.

At 31 March 2021 the Institution's investment in property, plant and equipment amounted to N\$104 618 800 (2020: N\$ 77 277 150), of which N\$34 059 524 (2020: N\$ 5 776 962) was added in the current year through additions.

5. Impact of Covid 19 on operations

The COVID-19 pandemic has developed rapidly in 2020 and 2021, with a significant number of cases. Measures taken by the Government of the Republic of Namibia to contain the virus have affected the economic activities of the NSI in various significant ways:

- A reduction in the export of fish and fisheries products to European markets has affected our ability to continue the testing of these products to the required operating levels.
- Due to government measures taken, we had to scale down our testing and inspection services as of March 2020.
- The reduction of economic activities and the requirements for most of our employees to work from home has resulted in insignificant reduction in sales.
- The reduction in government grant as government funding was prioritized toward the fight against the spread of covid-19.

Namibian Standards Institution Financial Statements for the year ended 31 March 2021

Members' Report

As a result of these effects our cumulative total revenue in the first five months of 2021/2022 financial year was approximately 33% lower than our 2020/2021 revenues in the same period with the major negative impact identified in the 33% reduction in the government grant. Also, our liquidity has been negatively impacted, which required us to obtain a bridging facility from our bank to cater for monthly operational costs.

Depending on the duration of the COVID-19 crisis and continued negative impact on economic activities, NSI might experience further negative results, and liquidity restraints. The exact impact on our activities for the remainder of the 2021/2022 financial year and thereafter cannot be predicted.

6. Going concern

NSI has a material uncertainty relating to the going concern assumption. The Institution incurred a total comprehensive loss of N\$ 15,461,237 (2020: N\$ 21,302,214) and as at that date its total liabilities exceeded its total assets by N\$ 54,153,457 (2020: N\$ 38,692,221). Despite the material uncertainty reflected in the financial position of NSI, the Standards Act, No. 18 of 2005 outlines the critical legislated functions of NSI with respect to the development, promotion and maintenance of Namibian Standards and the rendering of conformity assessment services. Since these are legislated functions, there is no intention to cease the operations of NSI in the near future.

The Government of the Republic of Namibia (GRN) is committed to supporting the functions of NSI, however the commitment should be strengthened by increasing funding to a level that supports the full operation of NSI.

In addition to this, NSI plans to implement the following:

- Increase the current service offering by investing in a petrochemical laboratory that will allow for fuel testing, expansion of the metrology laboratory scopes as well as the certification scopes.
- Ensuring that prices are reviewed regularly to reflect current market conditions.
- Strengthening the debt collection process to ensure that customer due amounts are collected on time.
- Implement cost cutting measures to ensure that only necessary expenses are incurred.

The annual financial statements of NSI have been prepared on the basis of accounting applicable to a going concern.

7. Events after the reporting date

The members are not aware of any event after the reporting date other than the impact of Covid 19 mentioned above.

8. Secretary

The company secretary is Ms. Cynthia Anyanwu.

9. Terms of appointment of the auditors

BDO Namibia was appointed as the Institution's auditors for the 2020/2021 financial years. Saunderson & Co were auditors for the financial year 2019/2020.

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Independent Auditors Report



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To the NSC members of Namibian Standards Institution Opinion

We have audited the annual financial statements of Namibian Standards Institution set out on pages 9 to 32, which comprise the statement of financial position as at 31 March 2021, and the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and the notes to the annual financial statements, including a summary of significant accounting policies.

In our opinion, the annual financial statements present fairly, in all material respects, the financial position of Namibian Standards Institution as at 31 March 2021, and its financial performance and cashflows for the year then ended in accordance with International Financial Reporting Standards, and the requirements of the Standards Act, No 18 of 2005.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Annual Financial Statements section of our report. We are independent of the Institution in accordance with the International Ethics Standards Board for Accountants International Code of Ethics for Professional Accountants (including International Independence Standards) and other independence requirements applicable to performing audits of annual financial statements in Namibia. 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.

Material Uncertainty Related to Going Concern

We draw attention to Note 25 in the annual financial statements, which indicates that the Institution incurred a net loss for the year of N\$ 15,461,237 (2020: N\$ 21,302,215) and, as at 31 March 2021, the Institution had accumulated losses of N\$ 54,153,457 (2020: N\$ 38,692,222), and that the going concern of the Institution is primarily dependent on the following key factors:

- Successfully securing future and further government funding through the Ministry of Industrialisation and Trade;
- Successfully implementing cost cutting measures to ensure that only necessary expenses are incurred;
- Obtaining the necessary approval to borrow from financial institutions and successfully securing the borrowing facilities;
- Successfully increasing the current service offering by investing in a petrochemical laboratory that will allow for fuel testing, expansion of the metrology laboratory scopes as well as the certification scopes;
- Successfully negotiating a payment plan with NamRA on the outstanding liabilities and the waiving of the interest and penalties as per the tax incentive program; and
- Successfully strengthening the debt collection process to ensure that customer due amounts are collected on time.

Namibian Standards Institution Financial Statements for the year ended 31 March 2021

Independent Auditors Report



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Namibia

These events or conditions, along with other matters as set forth in Note 25, indicate that a material uncertainty exists that may cast significant doubt on the Institution's ability to continue as a going concern. Our opinion is not modified in respect of this matter.

Other information

The NSC members are responsible for the other information. The other information comprises the NSC members' Report as required and the detailed statement of profit and loss and other comprehensive income, which we obtained prior to the date of this auditor's report. Other information does not include the annual financial statements and our auditor's report thereon.

Our opinion on the annual financial statements does not cover the other information and we do not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the annual financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the annual financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed on the other information that we obtained prior to the date of this auditor's report, 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.

Responsibilities of the NSC members for the Annual Financial Statements

The NSC members are responsible for the preparation and fair presentation of the annual financial statements in accordance with International Financial Reporting Standards and the requirements of the Companies Act of Namibia, and for such internal control as the NSC members determine is necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the annual financial statements, the NSC members are responsible for assessing the Institution'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 NSC members either intend to liquidate the Institution or to cease operations, or have no realistic alternative but to do so.

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

Our objectives are to obtain reasonable assurance about whether the annual 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 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 annual financial statements.

Namibian Standards Institution Financial Statements for the year ended 31 March 2021

Independent Auditors Report



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61 Simeon Shixungileni Street
P.O. Box 2184
WINDHOEK
Namibia

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the annual 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.
- 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 Institution's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the NSC members.
- Conclude on the appropriateness of the NSC members' 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 Institution's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the annual 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. However, future events or conditions may cause the Institution to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the annual financial statements, including the disclosures, and whether the annual financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the NSC members 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.

BDO

BDO (Namibia)
Registered Accountants and Auditors Chartered Accountants (Namibia)

Per: M Nel Partner

Windhoek
09 December 2021

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Statement of Financial Position as at 31 March 2021

Figures in Namibia Dollar		2021	2020
Assets			
Non-Current Assets			
Property, plant and equipment	3	104 618 800	77 277 150
Right-of-use assets	4	865 459	1 153 945
		105 484 259	78 431 095
Current Assets			
Inventories	5	860 731	1 059 419
Trade and other receivables	6	8 601 118	9 012 995
Cash and cash equivalents	7	537 323	-
		9 999 172	10 072 414
Total Assets		115 483 431	88 503 509
Equity and Liabilities			
Equity			
Accumulated loss		(54 153 457)	(38 692 219)
Liabilities			
Non-Current Liabilities Borrowings -			
Head Office Building	8	18 501 400	-
Finance lease liabilities	4	1 979 504	2 807 726
Deferred income	9	100 549 611	89 140 318
		121 030 515	91 948 044
Current Liabilities			
Trade and other payables	10	26 596 040	14 600 789
Borrowings - Head Office Building	8	672 147	-
Finance lease liabilities	4	501 655	436 288
Post retirement medical aid benefit liability	11	11 494 000	8 748 000
Deferred income	9	3 790 865	3 264 483
Provisions	12	5 551 666	4 157 416
Bank overdraft	7	-	4 040 708
		48 606 373	35 247 684
Total Liabilities		169 636 888	127 195 728
Total Equity and Liabilities		115 483 431	88 503 509

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Statement of Profit or Loss and Other Comprehensive Income

Figures in Namibia Dollar	Note(s)	2021	2020
Revenue	13	33 273 513	31 985 851
Other operating income	14	37 979 616	46 477 612
Other operating gains	15	137 231	21 882
Other operating expenses		(84 999 916)	(92 047 875)
Operating loss	16	(13 609 556)	(13 562 530)
Investment income	18	280 931	422 001
Finance costs	19	(2 132 612)	(1 509 686)
Loss for the year		(15 461 237)	(14 650 215)
Other comprehensive income:			
Items that will not be reclassified to profit or loss:			
Remeasurements on net defined benefit liability/asset		-	(6 652 000)
Other comprehensive loss for the year		-	(6 652 000)
Total comprehensive loss for the year		(15 461 237)	(21 302 215)

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Statement of Changes in Equity

Figures in Namibia Dollar	Accumulated loss	Total equity
Balance at 01 April 2019	(17 390 004)	(17 390 004)
Loss for the year	(14 650 215)	(14 650 215)
Other comprehensive income	(6 652 000)	(6 652 000)
Total comprehensive Loss for the year	(21 302 215)	(21 302 215)
Balance at 01 April 2020	(38 692 220)	(38 692 220)
Loss for the year	(15 461 237)	(15 461 237)
Total comprehensive Loss for the year	(15 461 237)	(15 461 237)
Balance at 31 March 2021	(54 153 457)	(54 153 457)
Note(s)		

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Statement of Cash Flows

Figures in Namibia Dollar		2021	2020
Cash flows from operating activities			
Cash generated from/(used in) operations	22	15 093 348	(4 711 799)
Interest income		280 931	422 001
Finance costs		(2 132 612)	(1 509 686)
Net cash from operating activities		4 630 668	(5 799 484)
Cash flows from investing activities			
Purchase of property, plant and equipment	3	(25 690 261)	(2 919 844)
Sale of property, plant and equipment	3	71 812	43 336
Net cash used in investing activities		(25 618 449)	(2 876 508)
Cash flows from financing activities			
Proceeds from borrowings		19 173 547	-
Capital government grants		7 155 120	1 288 720
Payment on lease liabilities		(762 855)	(372 823)
Net cash from financing activities		25 565 812	915 897
Total cash movement for the year		4 578 031	(7 760 095)
Cash at the beginning of the year		(4 040 708)	3 719 387
Total cash at end of the year	7	537 323	(4 040 708)

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Accounting Policies

1. Significant accounting policies

The principal accounting policies applied in the preparation of these annual financial statements are set out below.

1.1 Basis of preparation

The annual financial statements have been prepared on the going concern basis in accordance with, and in compliance with, International Financial Reporting Standards ("IFRS") and International Financial Reporting Interpretations Committee ("IFRIC") interpretations issued and effective at the time of preparing these annual financial statements and the Standards Act, No 18 of 2005.

The annual financial statements have been prepared on the historic cost convention, unless otherwise stated in the accounting policies which follow and incorporate the principal accounting policies set out below. They are presented in Namibia Dollars, which is the Institution's functional currency.

These accounting policies are consistent with the previous period.

1.2 Significant judgements and sources of estimation uncertainty

The preparation of annual financial statements in conformity with IFRS requires management, from time to time, to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. These estimates and associated assumptions are based on experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected.

Critical judgements in applying accounting policies

The critical judgements made by management in applying accounting policies, apart from those involving estimations, that have the most significant effect on the amounts recognised in the financial statements, are outlined as follows:

Key sources of estimation uncertainty

Impairment of financial assets

The impairment provisions for financial assets are based on assumptions about risk of default and expected loss rates. The Institution uses judgement in making these assumptions and selecting the inputs to the impairment calculation, based on the Institution's past history, existing market conditions as well as forward looking estimates at the end of each reporting period. For details of the key assumptions and inputs used, refer to the individual notes addressing financial assets.

Impairment testing of non-financial assets

The Institution reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. When such indicators exist, management determine the recoverable amount by performing value in use and fair value calculations. These calculations require the use of estimates and assumptions. When it is not possible to determine the recoverable amount for an individual asset, management assesses the recoverable amount for the cash generating unit to which the asset belongs.

Provisions

Provisions are inherently based on assumptions and estimates using the best information available.

1.3 Property, plant and equipment

Property, plant and equipment are tangible assets which the Institution holds for its own use or for rental to others and which are expected to be used for more than one year.

An item of property, plant and equipment is recognised as an asset when it is probable that future economic benefits associated with the item will flow to the Institution, and the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost. Cost includes all of the expenditure which is directly attributable to the acquisition or construction of the asset, including the capitalisation of borrowing costs on qualifying assets and adjustments in respect of hedge accounting, where appropriate.

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Accounting Policies

1.3 Property, plant and equipment (continued)

Expenditure incurred subsequently for major services, additions to or replacements of parts of property, plant and equipment are capitalised if it is probable that future economic benefits associated with the expenditure will flow to the Institution and the cost can be measured reliably. Day to day servicing costs are included in profit or loss in the year in which they are incurred.

Depreciation of an asset commences when the asset is available for use as intended by management. Depreciation is charged to write off the asset's carrying amount over its estimated useful life to its estimated residual value, using a method that best reflects the pattern in which the asset's economic benefits are consumed by the Institution. Leased assets are depreciated in a consistent manner over the shorter of their expected useful lives and the lease term. Depreciation is not charged to an asset if its estimated residual value exceeds or is equal to its carrying amount. Depreciation of an asset ceases at the earlier of the date that the asset is classified as held for sale or derecognised.

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Depreciation method	Average useful life
Buildings	Straight line	50 years
Furniture and fixtures	Straight line	10 years
Motor vehicles	Straight line	5 years
Office equipment	Straight line	2 years
IT equipment	Straight line	3 years
Laboratory equipment	Straight line	4 years

The residual value, useful life and depreciation method of each asset are reviewed at the end of each reporting year. If the expectations differ from previous estimates, the change is accounted for prospectively as a change in accounting estimate.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation charge for each year is recognised in profit or loss unless it is included in the carrying amount of another asset.

Impairment tests are performed on property, plant and equipment when there is an indicator that they may be impaired. When the carrying amount of an item of property, plant and equipment is assessed to be higher than the estimated recoverable amount, an impairment loss is recognised immediately in profit or loss to bring the carrying amount in line with the recoverable amount.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its continued use or disposal. Any gain or loss arising from the derecognition of an item of property, plant and equipment, determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item, is included in profit or loss when the item is derecognised.

1.4 Financial instruments

Financial Assets

The company classifies its financial assets into the following category:

- Amortised cost

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Accounting Policies

1.4 Financial instruments (continued)

Classification

Financial assets at amortised cost

These assets arise principally from the provision of goods and services to customers (eg trade receivables), but also incorporate other types of financial assets where the objective is to hold these assets in order to collect contractual cash flows and the contractual cash flows are solely payments of principal and interest.

Measurement

Financial assets at amortised cost

These assets are initially recognised at fair value plus transaction costs that are directly attributable to their acquisition or issue, and are subsequently carried at amortised cost using the effective interest rate method, less provision for impairment.

Impairment

The Institution recognises a loss allowance for expected credit losses on trade and other receivables, excluding VAT and prepayments. The amount of expected credit losses is updated at each reporting date.

Impairment provisions for current and non-current trade receivables are recognised based on the simplified approach within IFRS 9 using a provision matrix in the determination of the lifetime expected credit losses. During this process the probability of the non-payment of the trade receivables is assessed. This probability is then multiplied by the amount of the expected credit loss arising from default to determine the lifetime expected credit loss for the trade receivables. For trade receivables, which are reported net, such provisions are recorded in a separate provision account with the loss being recognised within operating expenses in the statement of profit and loss. On confirmation that the trade receivable will not be collectable, the gross carrying value of the asset is written off against the associated provision.

The company recognises a loss allowance for expected credit losses on all loans receivable measured at amortised cost. The amount of expected credit losses is updated at each reporting date to reflect changes in credit risk since initial recognition of the respective loans.

The company measures the loss allowance at an amount equal to lifetime expected credit losses (lifetime ECL) when there has been a significant increase in credit risk since initial recognition. If the credit risk on a loan has not increased significantly since initial recognition, then the loss allowance for that loan is measured at 12 month expected credit losses (12 month ECL).

Lifetime ECL represents the expected credit losses that will result from all possible default events over the expected life of a loan. In contrast, 12 month ECL represents the portion of lifetime ECL that is expected to result from default events on a loan that are possible within 12 months after the reporting date.

In order to assess whether to apply lifetime ECL or 12 month ECL, in other words, whether or not there has been a significant increase in credit risk since initial recognition, the company considers whether there has been a significant increase in the risk of a default occurring since initial recognition rather than at evidence of a loan being credit impaired at the reporting date or of an actual default occurring.

Namibian Standards Institution

Financial Statements for the year ended 31 March 2021

Accounting Policies

1.4 Financial instruments (continued)

Financial liabilities

Financial liabilities at amortised cost

The Institution classifies its financial liabilities as those measured at amortised cost, which include the following items:

- Bank borrowings, related party borrowings and finance lease liabilities that are initially recognised at fair value net of any transaction costs directly attributable to the issue of the borrowings. Such interest bearing liabilities are subsequently measured at amortised cost using the effective interest rate method, which ensures that any interest expense over the period to repayment is at a constant rate on the balance of the liability carried in the statement of financial position.
- Trade payables and other short-term monetary liabilities, which are initially recognised at fair value and subsequently carried at amortised cost using the effective interest method.

Trade and other payables

Classification

Trade and other payables (note 10), excluding amount received in advance, are classified as financial liabilities subsequently measured at amortised cost.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and demand deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value. These are initially and subsequently recorded at fair value.

1.5 Leases

The Institution assesses whether a contract is, or contains a lease, at the inception of the contract.

A contract is, or contains a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

In order to assess whether a contract is, or contains a lease, management determine whether the asset under consideration is "identified", which means that the asset is either explicitly or implicitly specified in the contract and that the supplier does not have a substantial right of substitution throughout the period of use. Once management has concluded that the contract deals with an identified asset, the right to control the use thereof is considered. To this end, control over the use of an identified asset only exists when the Institution has the right to substantially all of the economic benefits from the use of the asset as well as the right to direct the use of the asset.

In circumstances where the determination of whether the contract is or contains a lease requires significant judgement, the relevant disclosures are provided in the significant judgments and sources of estimation uncertainty section of these accounting policies.

1.6 Inventories

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs.

Namibian Standards Institution Financial Statements for the year ended 31 March 2021

Accounting Policies

1.10 Government grants (continued)

- the Institution will comply with the conditions attaching to them; and
- the grants will be received.

Government grants are recognised as income over the periods necessary to match them with the related costs that they are intended to compensate.

A government grant that becomes receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs is recognised as income of the period in which it becomes receivable.

Government grants related to assets, including non-monetary grants at fair value, are presented in the statement of financial position by setting up the grant as deferred income or by deducting the grant in arriving at the carrying amount of the asset.

Grants related to income are presented as a credit in the profit or loss (separately).

1.11 Turnover

Turnover comprises of sales to customers and service rendered to customers. Turnover is stated at the invoice amount and is exclusive of value added taxation.

1.12 Borrowing costs

Borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset are capitalised as part of the cost of that asset until such time as the asset is ready for its intended use. The amount of borrowing costs eligible for capitalisation is determined as follows:

- Actual borrowing costs on funds specifically borrowed for the purpose of obtaining a qualifying asset less any temporary investment of those borrowings.
- Weighted average of the borrowing costs applicable to the entity on funds generally borrowed for the purpose of obtaining a qualifying asset. The borrowing costs capitalised do not exceed the total borrowing costs incurred.

The capitalisation of borrowing costs commences when:

- expenditures for the asset have occurred;
- borrowing costs have been incurred, and
- activities that are necessary to prepare the asset for its intended use or sale are in progress.

Capitalisation is suspended during extended periods in which active development is interrupted.

Capitalisation ceases when substantially all the activities necessary to prepare the qualifying asset for its intended use or sale are complete.

All other borrowing costs are recognised as an expense in the period in which they are incurred.

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
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2. New Standards and Interpretations

2.1 Standards and interpretations not yet effective

The Institution has chosen not to early adopt the following standards and interpretations, which have been published and are mandatory for the Institution's accounting periods beginning on or after 01 April 2021 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• Classification of Liabilities as Current or Non-Current - Amendment to IAS 1	01 January 2023	Unlikely there will be a material impact
• IFRS 17 Insurance Contracts	01 January 2023	Unlikely there will be a material impact
• Annual Improvement to IFRS Standards 2018-2020: Amendments to IFRS 1	01 January 2022	Unlikely there will be a material impact
• Reference to the Conceptual Framework: Amendments to IFRS 3	01 January 2022	Unlikely there will be a material impact
• Annual Improvement to IFRS Standards 2018-2020: Amendments to IFRS 9	01 January 2022	Unlikely there will be a material impact
• Property, Plant and Equipment: Proceeds before Intended Use: Amendments to IAS 16	01 January 2022	Unlikely there will be a material impact
• Onerous Contracts - Cost of Fulfilling a Contract: Amendments to IAS 37	01 January 2022	Unlikely there will be a material impact
• Annual Improvement to IFRS Standards 2018-2020: Amendments to IAS 41	01 January 2022	Unlikely there will be a material impact

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

3. Property, plant and equipment

	2021			2020		
	Cost or revaluation	Accumulated depreciation	Carrying value	Cost or revaluation	Accumulated depreciation	Carrying value
Land	1 776 252	-	1 776 252	694 425	-	694 425
Buildings	71 254 939	(12 445 423)	58 809 516	50 387 762	(11 402 889)	38 984 873
Furniture and fixtures	3 580 558	(2 810 929)	769 629	3 576 006	(2 689 372)	886 634
Motor vehicles	5 181 845	(3 792 588)	1 389 257	5 181 845	(3 094 554)	2 087 291
Office equipment	897 230	(825 633)	71 597	933 237	(553 522)	379 715
IT equipment	5 394 522	(4 392 274)	1 002 248	5 566 961	(3 806 587)	1 760 374
Laboratory equipment	13 129 882	(12 527 755)	602 127	14 365 213	(13 602 878)	762 335
Assets under construction	40 198 174	-	40 198 174	31 721 503	-	31 721 503
Total	141 413 402	(36 794 602)	104 618 800	112 426 952	(35 149 802)	77 277 150

Reconciliation of property, plant and equipment - 2021

	Opening balance	Additions	Disposals	Other changes, movements	Depreciation	Total
Land	694 425	1 081 827	-	-	-	1 776 252
Buildings	38 984 873	20 867 177	-	-	(1 042 534)	58 809 516
Furniture and fixtures	886 634	31 547	(1 545)	-	(147 007)	769 629
Motor vehicles	2 087 291	-	-	-	(698 034)	1 389 257
Office equipment	379 715	16 611	(333)	-	(324 396)	71 597
IT equipment	1 760 374	154 434	-	-	(912 560)	1 002 248
Laboratory equipment	762 335	306 856	(69 934)	-	(397 130)	602 127
Assets under construction	31 721 503	11 601 072	-	(3 124 401)	-	40 198 174
	77 277 150	34 059 524	(71 812)	(3 124 401)	(3 521 661)	104 618 800

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

3. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2020

	Opening balance	Additions	Disposals	Transfers	Other changes, movements	Depreciation	Total
Land	694 425	-	-	-	-	-	694 425
Buildings	39 992 629	-	-	-	-	(1 007 756)	38 984 873
Furniture and fixtures	851 973	44 394	-	133 266	-	(142 999)	886 634
Motor vehicles	775 012	1 890 786	-	-	-	(578 507)	2 087 291
Office equipment	106 347	30 080	(4 353)	563 407	-	(315 766)	379 715
IT equipment	326 712	437 942	-	1 830 400	-	(834 680)	1 760 374
Laboratory equipments	587 753	249 358	-	309 999	-	(384 775)	762 335
Assets under construction	34 135 692	3 124 402	-	(2 837 072)	(2 701 519)	-	31 721 503
	77 470 543	5 776 962	(4 353)	-	(2 701 519)	(3 264 483)	77 277 150

Motor Vehicles

The Institution purchased motor vehicles of nil (2020: N\$ 1,890,786) through Finance leases.

Assets Under Construction

Included in the Asset Under Construction addition of N\$ 11,601,072 (2020: 3,124,402) is an amount of N\$ 8,369,263 (2020: 966,330) of which Ministry of Industrialisation, Trade and SME Development has made the payment to Namibia Procurement Fund on behalf of NSI to pay for NSI supplier (Cosmo Construction and Civils) (2020: Eclo Tech) for the construction of NSI Inspectorate and Testing Centre in Walvis Bay.

During the 2021 financial period an adjustment of N\$ 3,124,401 was made in order to correctly account for the Assets Under Construction, as this amount was transferred out in the prior year.

4. Leases (company as lessee)

The NSI leases various equipments from NASHUA Namiba (Pty) Ltd. The contracts is entered into for fixed periods of 5 years, but may be extended. Lease terms are negotiated on an individual basis with their respective terms and conditions. The lease agreement do not impose any covenants, but leased assets may not be used as security for borrowing purposes.

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021
Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
4. Leases (company as lessee) (continued)		
Net carrying amounts of right-of-use assets		
The carrying amounts of right-of-use assets are included in the following line items:		
Office equipment	865 459	1 153 945
Additions to right-of-use assets		
Office equipment	-	1 442 431
Depreciation recognised on right-of-use assets		
Depreciation recognised on each class of right-of-use assets, is presented below. It includes depreciation which has been expensed in the total depreciation charge in profit or loss (note 16), as well as depreciation which has been capitalised to the cost of other assets.		
Office equipment	288 486	288 486
Finance lease liabilities		
Lease liabilities have been included in the borrowings line item on the statement of financial position.		
The maturity analysis of lease liabilities is as follows:		
Within one year	501 655	436 288
Two to five years	1 979 504	2 807 726
	2 481 159	3 244 014
Non-current liabilities	1 979 504	2 807 726
Current liabilities	501 655	436 288
	2 481 159	3 244 014
5. Inventories		
Raw materials, components	860 731	1 059 419
6. Trade and other receivables		
Financial instruments:		
Trade receivables	7 126 974	6 752 847
Deposits	419 113	418 197
Non-financial instruments:		
VAT	309 672	1 191 395
Prepayments	745 359	650 556
Total trade and other receivables	8 601 118	9 012 995
Split between non-current and current portions		
Current assets	8 601 118	9 012 995

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

6. Trade and other receivables (continued)

Financial instrument and non-financial instrument components of trade and other receivables

At amortised cost	7 546 087	7 171 044
Non-financial instruments	1 055 031	1 841 951
	8 601 118	9 012 995

Exposure to credit risk

Trade receivables inherently expose the Institution to credit risk, being the risk that the Institution will incur financial loss if customers fail to make payments as they fall due.

The Institution measures the loss allowance for trade receivables by applying the simplified approach which is prescribed by IFRS 9. In accordance with this approach, the loss allowance on trade receivables is determined as the lifetime expected credit losses on trade receivables. These lifetime expected credit losses are estimated using a provision matrix, which is presented below. The provision matrix has been developed by making use of past default experience of debtors but also incorporates forward looking information and general economic conditions of the industry as at the reporting date.

The Institution's historical credit loss experience does not show significantly different loss patterns for different customer segments. The provision for credit losses is therefore based on past due status without disaggregating into further risk profiles. The loss allowance provision is determined as follows:

	2021	2021	2020	2020
	Estimated gross carrying amount at default	Loss allowance (Lifetime expected credit loss)	Estimated gross carrying amount at default	Loss allowance (Lifetime expected credit loss)
Expected credit loss rate:				
Not past due: 4,5% (2020: 2%)	5 235 918	235 344	4 460 810	79 464
Less than 30 days past due: 8,1% (2020: 11%)	1 270 483	102 963	1 261 094	40 208
31 - 60 days past due: 13,5% (2020: 61%)	532 112	72 038	676 694	65 196
61 - 90 days past due: 27,9% (2020: 76%)	338 564	94 354	206 550	23 589
91 - 120 days past due: 41% (2020: 97%)	982 238	402 154	636 275	116 384
More than 120 days past due: 100% (2020: 100%)	-	325 488	-	163 735
Total	8 359 315	1 232 341	7 241 423	488 576

Reconciliation of loss allowances

The following table shows the movement in the loss allowance (lifetime expected credit losses) for trade and other receivables:

Adjustments upon application of IFRS 9	(1 232 341)	(1 437 284)
Opening balance in accordance with IFRS 9	-	(1 437 284)
Remeasurement of loss allowance - comparative	(1 232 341)	953 424
Closing balance	(1 232 341)	(488 860)

7. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	17 000	15 576
Bank balances	520 323	-
Bank overdraft	-	(4 056 284)
	537 323	(4 040 708)

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021
Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

7. Cash and cash equivalents (continued)

Current assets	537 323	-
Current liabilities	-	(4 040 708)
	537 323	(4 040 708)

Details of total facilities are as follows:

Direct Short Term Overdraft Facility – N\$ 2 800 000.00 (Valid from 29 Jan 2021- 26 Feb 2021) Fleet Card
 Facilities – N\$ 60 000.00
 First Card – N\$ 40 000.00

8. Borrowings

Held at amortised cost

Bank Windhoek Namibia	19 173 547	-
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Split between non-current and current portions

Non-current liabilities	18 501 400	-
Current liabilities	672 147	-
	19 173 547	-

The loan bears interest at 8.5% and is repayable over 180 monthly installments of N\$ 189,207 per month. The loan is secured by 1st CMB over ERF 1053 Windhoek.

The Bank Windhoek loan was used to purchase the NSI head office property.

Exposure to liquidity risk

Refer to note 21 Financial instruments and financial risk management for details of liquidity risk exposure and management.

9. Deferred income

Non-current liabilities	100 549 611	89 140 318
Current liabilities	3 790 865	3 264 483
	104 340 476	92 404 801

The nature and extent of government grants recognised in the annual financial statements and an indication of other forms of government assistance from which the entity has directly benefited and unfulfilled conditions and other contingencies attaching to government assistance that has been recognised. The funds are treated as deferred income, over the useful life. The useful life of the relevant assets are: Buildings 50 years, Furnitures and fittings 10 years, Motor vehicles 5 years, Office equipment 2 years, IT equipment 3 years and Laboratory equipment 4 years.

10. Trade and other payables

Financial instruments:

Trade payables	24 745 990	12 704 971
Retention Fees - Assets Under Construction	1 552 591	1 065 017
Insurance benefit payable- lipumbu beneficiaries	-	200 600
Accruals - Operating Lease	24 357	24 357
Suspense Account / Unallocated Receipts	45 802	40 503
Other accrued expenses	200 600	106 598
NLA Project Account	-	61 136
Staff Social Club	26 700	22 450

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
10. Trade and other payables (continued)		
Non-financial instruments:		
Amounts received in advance	-	375 157
	26 596 040	14 600 789
Financial instrument and non-financial instrument components of trade and other payables		
At amortised cost	26 596 042	14 225 631
Non-financial instruments	-	375 157
	26 596 042	14 600 788
11. Retirement benefits		
Defined benefit plan		
The Institution provides post-employment benefits by way of a medical aid scheme to all employees who joined the Institution prior to 31st July 2019. For the 2021 financial year the total contributions by the Institution were N\$ 137 000 (2020: N\$ N\$121,000).		
The Institution pays 65% of total contributions towards the medical scheme when certain qualifying employees become redundant, disabled or when an employee retires at the age of 60. The liability created in terms of IAS 19 amounts to N\$ 11,5 million. The effective date of valuation of the liability is 31 March 2021 and the next date of valuation is 31 March 2022.		
The valuation comply with the provisions of the Generally Recognised Accounting Practice (GRAP25), the International Financial Reporting Standards (IAS19) and the Advisory Practice Note (APN301) issued by the Actuarial Society of South Africa.		
The post-retirement benefit was calculated based on the estimates as per the actuarial valuation.		
Carrying value		
Present value of the defined benefit obligation-wholly unfunded	(8 748 000)	(6 773 000)
Current Service cost	(1 250 000)	(885 000)
Interest cost	(1 633 000)	(1 211 000)
Subsidies paid	137 000	121 000
	(11 494 000)	(8 748 000)
Movements for the year		
Opening balance	8 748 000	6 773 000
Net expense recognised in profit or loss	2 746 000	1 975 000
	11 494 000	8 748 000
Net expense recognised in profit or loss		
Current service cost	1 250 000	885 000
Interest cost	1 633 000	1 211 000
Subsidies paid	(137 000)	(121 000)
	2 746 000	1 975 000

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

11. Retirement benefits (continued)

Key assumptions used

Assumptions used on last valuation on 31 March 2021.

Discount rates used	14,21 %	13,84 %
CPI (Consumer Price Index)	9,31 %	8,18 %
Medical aid contribution inflation	11,11 %	9,98 %
Net effective discount rate	2,79 %	3,51 %
Expected average retirement age (years)	60,00	60,00
Normal retirement age (years)	60,00	60,00

12. Provisions

Reconciliation of provisions - 2021

	Opening balance	Additions	Utilised during the year	Total
Bonus	495 664	-	(44 462)	451 202
Leave	3 661 752	1 438 712	-	5 100 464
	4 157 416	1 438 712	(44 462)	5 551 666

Reconciliation of provisions - 2020

	Opening balance	Additions	Total
Bonus	439 425	56 239	495 664
Leave	3 278 609	383 143	3 661 752
	3 718 034	439 382	4 157 416

Bonus Provision

Provision for bonus was calculated at 33.33% of the total 13th cheque paid out in December 2020 for staff members who structured their packages to include a 13th cheque. The bonus liability is anticipated to be paid within the next twelve months. There are no uncertainties envisaged.

Leave Provision

Leave is only paid out when an employee resigns. Leave pay is based on the leave days accumulating to a maximum of twenty five working days (25) for management and twenty working days (20) for staff. An employee's leave days is only limited to 25 or 20 working days, irrespective if the accumulated leave days are more.

13. Revenue

Revenue from contracts with customers		
Levies	9 387 785	9 105 915
Metrology Services	4 728 161	2 621 217
Testing	9 753 231	9 932 092
Sales of Standards	448 799	231 472
Certification Services	1 227 249	711 041
Inspection	6 621 740	8 461 505
HACCP Audits	1 106 548	922 609
	33 273 513	31 985 851

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
14. Other operating income		
Transfers from deferred income	3 790 865	3 264 483
Reversal of impairment loss on trade receivables	-	948 707
Training fees	363 300	387 817
Fuel recovery - Metrology	306 768	327 283
Insurance proceeds	151 935	26 203
Sundry income	93 651	103 599
Government grants *	33 273 097	41 419 520
	37 979 616	46 477 612

- A government grant that becomes receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs is recognized as income of the period in which it becomes receivable.

Grants that do not impose specified future performance conditions are recognized in income when the grant proceeds are receivable.

Grants that impose specified future performance conditions are recognized in income only when the performance conditions are met.

Government grants relating to the purchase of property, plant and equipment are included in non-current liabilities as deferred income and are credited to profit or loss on a straight-line basis over the expected lives of the related assets.

Government grant is initially recognized as deferred income and it is recognized to income at the same time that depreciation is recognized.

Grants are measured at the fair value of the asset received or receivable.

Grants related to income are presented as a credit in the income statement.

15. Other operating gains (losses)

Gains (losses) on disposals, scrappings and settlements

Property, plant and equipment	3	(1 878)	38 983
Total other operating gains (losses)		137 231	21 882

16. Operating profit (loss)

Operating loss for the year is stated after charging (crediting) the following, amongst others:

Auditor's remuneration - external

Audit fees		117 541	101 581
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Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
16. Operating profit (loss) (continued)		
Remuneration, other than to employees		
Consulting and professional services	681 635	1 450 145
Employee costs		
Salaries, wages, bonuses and other benefits	56 633 226	57 027 902
Retirement benefit plans: defined benefit expense	1 250 000	885 000
Total employee costs	57 883 226	57 912 902
Leases		
Operating lease charges		
Premises	2 674 978	2 546 230
Equipment	83 170	117 166
	2 758 148	2 663 396
Depreciation and amortisation		
Depreciation of property, plant and equipment	3 521 661	3 264 483
Depreciation of right-of-use assets	288 486	288 486
Total depreciation and amortisation	3 810 147	3 552 969
Expenses by nature		
The total cost of sales, selling and distribution expenses, marketing expenses, general and administrative expenses, research and development expenses, maintenance expenses and other operating expenses are analysed by nature as follows:		
Employee costs	57 883 226	57 912 902
Lease expenses	2 758 148	2 663 396
Depreciation, amortisation and impairment	3 810 147	3 552 969
Other expenses	20 548 395	27 918 608
	84 999 916	92 047 875
17. Depreciation, amortisation and impairment losses		
Depreciation		
Property, plant and equipment	3 521 661	3 264 483
Right-of-use assets	288 486	288 486
	3 810 147	3 552 969
18. Investment income		
Interest income		
Investments in financial assets:		
Bank	111 117	283 767
Overdue accounts	169 814	138 234
Total interest income	280 931	422 001

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
19. Finance costs		
Interest expense - Lease Assets	499 612	186 898
Interest expense - Right of use of asset	-	111 788
Interest expense - Post employment Medical Aid Benefit	1 633 000	1 211 000
Total finance costs	2 132 612	1 509 686

20. Taxation

The Institution is exempt from Income tax in terms of section 16 (1) (e) of the Income Tax Act of Namibia, as amended.

21. Financial instruments and risk management

Categories of financial instruments

Categories of financial assets

2021

	Note(s)	Financial assets at amortised cost	Total	Fair value
Trade and other receivables	6	7 546 087	7 546 087	7 546 087
Cash and cash equivalents	7	537 323	537 323	-
		8 083 410	8 083 410	7 546 087

2020

	Note(s)	Financial assets at amortised cost	Total	Fair value
Trade and other receivables	6	7 171 044	7 171 044	7 171 044
Cash and cash equivalents	7	15 576	15 576	-
		7 186 620	7 186 620	7 171 044

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021
Notes to the Annual Financial Statements

Figures in Namibia Dollar 2021 2020

21. Financial instruments and risk management (continued)

Categories of financial liabilities

2021	Note(s)	Financial liabilities at amortised cost	Total	Fair value
Trade and other payables	10	26 596 042	26 596 042	-
Borrowings	8	19 173 547	19 173 547	-
Finance lease obligations	4	2 481 159	2 481 159	-
		48 250 748	48 250 748	-

2020	Note(s)	Financial liabilities at amortised cost	Total	Fair value
Trade and other payables	10	14 225 631	14 225 631	-
Finance lease obligations	4	3 244 014	3 244 014	-
Bank overdraft	7	4 056 284	4 056 284	4 056 284
		21 525 929	21 525 929	4 056 284

22. Cash generated from/(used in) operations

Loss before taxation	(15 461 237)	(14 650 215)
Adjustments for: aaa		
Depreciation and amortisation	3 810 147	3 552 969
Profit (losses) on sales of property plant and equipment	1 878	(38 983)
Interest income	(280 931)	(422 001)
Finance costs	2 132 612	1 509 686
Deferred income release to income statement	(3 790 865)	(3 264 483)
Movements in retirement benefit assets and liabilities	2 746 000	2 096 000
Movements in provisions	1 394 250	439 382
Changes in working capital:		
Inventories	198 688	(40 103)
Trade and other receivables	411 877	1 403 593
Trade and other payables	11 995 254	4 702 356
Deferred income	11 935 675	-
	15 093 348	(4 711 799)

23. Commitments

Authorised capital expenditure

Already contracted for but not provided for

• Within one year	20 000 000	20 000 000
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Amounts contracted for but not provided for in the financial statements amounted to N\$ 20,000,000 (2020 N\$ 20,000,000). This related to the construction of the phase 2 of the Testing and Inspection Laboratory in Walvis Bay.

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Notes to the Annual Financial Statements

Figures in Namibia Dollar	2021	2020
24. Related parties		
Related party transactions		
Grants		
The Government of the Republic of Namibia (Operational grants)	33 273 097	41 419 520
Government grant realised from deferred income	3 790 865	3 264 483
The Government of the Republic of Namibia (Capital grants)	7 847 000	1 111 280
Compensation to key management (executive management)		
Short-term employee benefits	7 584 954	7 188 732

25. Going concern

We draw attention to the fact that at 31 March 2021, Institution incurred a net loss for the year of N\$ 15 461 237 (2020: N\$ 21 302 214) and had accumulated losses of N\$ (54 153 457) and that the Institution's total liabilities exceed its assets by N\$(54 153 457).

Despite the material uncertainty reflected in the financial position of NSI, the Standards Act, No. 18 of 2005 outlines the critical legislated functions of NSI with respect to the development, promotion and maintenance of Namibian Standards and rendering of conformity assessment services. Since these are legislated functions, there is no intention to cease the operations of NSI in the near future.

The Government of the Republic of Namibia (GRN) is committed to supporting the functions of NSI, however the commitments should be strengthened by increasing funding to a level that supports the full operation of NSI.

In addition to this, NSI plans to implement the following:

- Increase the current service offering by investing in a petrochemical laboratory that will allow for fuel testing, expansion of the metrology laboratory scopes as well as the certification scopes.
- Ensuring that prices are reviewed regularly to reflect current market conditions.
- Strengthening the debt collection process to ensure that customer due amounts are collected on time.
- Implement cost cutting measures to ensure that only necessary expenses are incurred.

The annual financial statements of NSI have been prepared on the basis of accounting applicable to a going concern.

26. Contingent liabilities

The statement of account from the Namibia Revenue Authority (NAMRA) dated 22 September 2021, reflected outstanding balances as owing by NSI for tax, interest and penalties. Management intend to make use of the tax incentive introduced by the NAMRA that is available from the 1st of February 2021 whereby penalties and 75% of the interest are waived after paying the full capital amount of the outstanding tax balance.

Namibian Standards Institution
Financial Statements for the year ended 31 March 2021

Detailed statement of Profit or Loss and Other Comprehensive Income

Figures in Namibia Dollar	2021	2020
Revenue		
Levies	9 387 785	9 105 915
Metrology services	4 728 161	2 621 217
Testing	9 753 231	9 932 092
HACCP Audits	1 106 548	922 609
Sale of standards	448 799	231 472
Certification services	1 227 249	711 041
Inspection	6 621 740	8 461 505
	13	
	33 273 513	31 985 851
Other operating income		
Transfers from deferred income	3 790 865	3 264 483
Reversal of impairment loss on Trade Receivables	-	948 707
Training fees	363 300	387 817
Training fees	306 768	327 283
Other recoveries	151 935	26 203
Sundry income	93 651	103 599
Government grants	33 273 097	41 419 520
	14	
	37 979 616	46 477 612
Other operating gains (losses)		
(Losses) gains on disposal of assets or settlement of liabilities	(1 878)	38 983
Foreign exchange gains (losses)	139 109	(17 101)
	15	
	137 231	21 882
Expenses (Refer to page 34)		
	(84 999 916)	(92 047 875)
Operating loss	16	(13 609 556)
Investment income	18	280 931
Finance costs	19	(2 132 612)
Loss for the year		(15 461 237)
		(14 650 215)


Namibian Standards Institution
Financial Statements for the year ended 31 March 2021


Detailed statement of Profit or Loss and Other Comprehensive Income


Figures in Namibia Dollar	2021	2020
Other operating expenses		
Advertising	(268 011)	(905 490)
Auditors remuneration	16 (117 541)	(101 581)
Bank charges	(177 819)	(101 721)
Cleaning	(405 863)	(383 184)
Commission paid	(743 766)	-
Computer expenses	(1 177 943)	(1 234 649)
Consulting fees	(681 635)	(1 422 029)
Litigation Cost	-	(28 116)
Consumables	(2 020 953)	(2 260 625)
Recruitment and Relocation Expenses	(73 357)	(3 750)
Depreciation	(3 810 147)	(3 552 969)
Employee costs	(57 883 226)	(57 912 902)
Office Refreshments	(62 792)	(470 726)
Sundry expenses	(536 392)	(175 450)
Safety kits	(24 293)	(36 746)
Certification Direct Expenses	(250 859)	(383 035)
Accreditation	(558 929)	(349 927)
Micro Biology Services	(1 997 889)	(3 306 568)
Heavy Metal	(569 540)	(454 575)
Workshops and Meetings	(14 865)	(136 258)
Parking Fees	(369 373)	(478 950)
Fines and penalties	(298 256)	(670 057)
Insurance	(721 968)	(813 995)
Standards for resale	(45 269)	(205 126)
Rentals expenses	(2 758 148)	(2 663 396)
Motor vehicle expenses	(261 066)	(304 693)
Municipal expenses	(2 716 802)	(2 680 789)
Protective clothing	(81 748)	(32 933)
Postage	(278 278)	(574 235)
Printing and stationery	(670 755)	(805 304)
Promotions	(4 000)	(232 845)
Repairs and maintenance	(1 471 761)	(1 999 493)
Security	(318 001)	(307 751)
Sitting Allowances and Retainer Fees	(629 236)	(953 264)
Subscriptions	(1 083 831)	(1 171 005)
Telephone and fax	(1 230 727)	(1 265 830)
Training	(371 023)	(1 244 157)
Transport and freight	(54 990)	(307 517)
Travel	(258 864)	(2 116 234)
	(84 999 916)	(92 047 875)



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