



SOCIETY OF
NOTARIES
PUBLIC OF BC



99th ANNUAL REPORT

For the period of July 1, 2024 to June 30, 2025

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TERRITORIAL ACKNOWLEDGEMENT

The office of the Society of Notaries Public of BC is located on the ancestral, unceded territory of the x^wməθk^wəyəm (Musqueam), Skwxwú7mesh (Squamish), and səlilwətał (Tsleil-Waututh) nations.

Notaries Public live and practice on the unceded territories and provide services to many of the 308 nations in the province.



2024 -2025 BOARD OF DIRECTORS

Hassan El Masri - *President*

Vicki van As - *First Vice President*

Jonathan Wong - *Second Vice President*

Andrea Banks

Michelle Broughton

Lilian Cazacu

Bill Chan (public member)

Cheryl Kwok

Rosalyn Mow

Tegan Tang

Alan Treleaven (public member)

David Watts - *Past President*



MANDATE

It is the mandate of the Society to act in the public interest by regulating the profession through:

- establishing standards of practice for members,
- seeking to ensure that the provision of notarial services meets the standards expected of a legal professional,
- establishing standards of ethics and practice of members,
- enquiring into the conduct and compliance of members as required and permitted by the *Notaries Act*,
- implementation and conduct of programs of practice inspection and member audits, and
- the delivery of the Notary Education Program education for persons wishing to become Notaries Public.

*Notaries Public in British Columbia are legal services providers authorized by the **Notaries Act** and the **Legal Profession Act** to provide non-contentious legal services directly to the public.*

PRESIDENT'S REPORT



It has been my honor and pleasure to serve as President for the year ending June 30, 2025. I was first elected as a Director in 2017, and this marks the end of my second and final year as President of the Society.

When I enrolled in the newly developed MAALS program as part of its first cohort, I was not certain where the journey would lead. Committee and Board work with the Society has been a significant part of my career as a Notary, culminating in these past two years chairing the Board of Directors.

Things look quite different now than when I first started practice – notably, with the creation of an independent advocacy association, the BCNA, as well as the subsidiary work of the Pro-Suite Board and the Captive Insurance provider. These changes did not come easily and required years of planning and follow-through to reach where we are today. I firmly believe that these developments have contributed to a stronger profession and to the continued provision of high-quality legal services to the people of British Columbia.

This brings me to the existential question surrounding the spectre of regulatory change in B.C. with the introduction of the *Legal Professions Act*, and the uncertainty of what the future will look like for Notaries under a new regulatory framework. Frankly, if anyone tells you they know exactly what the future holds, they would be lying. What I can say with confidence is that the staff and Directors of the Society have been engaged with this process from day one. I am confident that, at every stage, the Notary profession – and the members of our community who rely on their local Notary Public – are being effectively represented to ensure the continued, uninterrupted, and appropriate regulation of legal services in B.C.

It was noted in my address last year, but it bears repeating : having qualified, competent Notaries Public as a choice among legal service providers is in the public interest.

As this is my final year as President, I again want to thank the members of the Society for your longstanding dedication to serving the people of British Columbia with diligence, skill, and dignity. It has not been an easy year for many Notaries who rely on a challenging and unpredictable market, but I am continually reassured by the membership of our great profession that you will always find a way to put your clients first and continue to provide the highest level of service to clients and stakeholders alike.

Finally, I would like to express my sincere gratitude to the Directors, the members who volunteered for committees, and the staff of the Society, all of whom consistently perform outstanding work.

Hassan El Masri
President



EXECUTIVE DIRECTOR'S REPORT



It is my pleasure to report on the year that ended on June 30, 2025, and for this 99th Annual Report of the Society of Notaries Public of British Columbia. The past year has been marked by transformative progress, guided by our continued mandate to regulate the notarial profession in the public interest during a time of potential significant legislative and institutional change.

Building on the foundations established in 2024, much of our work this year has focused on the transition to Legal Professions BC under the Legal Professions Act. The Society has participated actively in consultations with the Ministry of the Attorney General, the transitional board of Legal Professions BC, and other stakeholders to ensure that the voices of BC Notaries are clearly heard throughout the amalgamation process. The Society's priority has been to preserve the integrity of notarial practice within a unified regulatory framework while maintaining the accessibility and trust that define our profession.

Throughout this transition, the Society's Board and staff have remained committed to core regulatory responsibilities, including practice inspections, trust audits, complaints investigations, professional discipline, and education. These ongoing programs continued at full pace to ensure public protection and uphold professional standards. During the year, we strengthened coordination between our compliance, audit, and education teams, introducing improved data tracking and risk-based analytics to enhance oversight efficiency.

Internally, the Society undertook modernization of its information and records systems to align with security expectations and digital record management requirements under the BC personal information privacy framework.

This year also marked the first full fiscal cycle since the retirement of Mr. Ron Usher, whose legacy in mentoring practitioners and advancing professional practice continues to influence our work.

Finally, my sincere appreciation is extended to the Board of Directors, committee volunteers, and the dedicated staff of the Society. Their professionalism and commitment ensured that, even amid uncertainty, the Society maintained stability, responsiveness, and integrity in fulfilling its statutory duties.

As we move toward the anticipated implementation of the Legal Professions Act, our focus remains on safeguarding the public through public interest regulation, to support our members through fair and transparent practice oversight, and to ensure that the notarial profession continues to serve British Columbians with the trust and integrity that have defined it for generations.

John Mayr
 Executive Director

SECRETARY'S REPORT



It has been my pleasure to act as Secretary of the Society of Notaries Public of British Columbia again this year. The Board of Directors has entrusted me with specific powers and responsibilities under the *Notaries Act*. In accordance with the Act and the Society's bylaws, the Secretary holds distinct responsibilities, including being a member of the Executive Committee. Below are the highlights and statistics for our Membership.

Marny Morin
 Secretary, SNPBC

Active Members

As of June 30, 2025, there were 448 members of the Society.

Category	Number of Members
Active	417
Administrative (Included into the total number)	05
Roving	07
Non-Practicing	24

Resignations

The Board approved the following resignations from the membership:

Beverly Richards

Commissioned June 8, 2000
Retired October 31, 2024

Charlene Hood

Commissioned June 11, 1987
Retired October 31, 2024

Brian Joseph Gregory

Commissioned December 8, 1994
Retired October 31, 2024

Linda Avis

Commissioned December 3, 1992
Resignation October 31, 2024

Shelly Spicer

Commissioned May 6, 2010
Retired January 1, 2025

Philip Kanigan

Commissioned May 3, 2007
Retired April 1, 2025

Timothy Ko

Commissioned May 3, 2007
Retired May 1, 2025

Christine Duncan

Commissioned May 5, 2005
Retired June 30, 2025

Hossein Kamoosi

Commissioned May 1, 2008
Retired June 30, 2025

Trudi Cheng

Commissioned May 13, 2020
Retired June 30, 2025

Steven Wiens

Commissioned June 2, 2022
Retired June 30, 2025

Newly Commissioned Notaries

23 new notaries were commissioned in
September 2024

Deceased

Tadeusz Krzysztof Gagracz

Suspension and Termination

Suspended: Jagdish Singh

Notaries Registered with the OIC Office to Authenticate Documents

375 notaries registered as of June 30, 2025.

NOTARY EDUCATION PROGRAM

The new and improved Notary Education Program (NEP) graduated its first cohort of students in September 2024. The second cohort was welcomed in January 2025. The expanded program incorporates a range of enhancements designed to provide a comprehensive educational experience. The course includes increased practical training, increased mentoring from experienced notaries, and a rigorous oral and written assessment framework. The curriculum features expanded units on critical areas such as fraud prevention, ethics, anti-money laundering, jurisprudence, and information security. These components join core subjects including conveyancing, personal planning, and notarial procedures. New courses under development include practice management and additional conveyance training.

The program is delivered over a six-month period, utilizing a blend of in-person and online formats. This hybrid approach is designed to offer flexibility while maintaining a high standard of instruction. Mentoring is a significant requirement of the program. Students spend a minimum of six weeks in a notary practice to gain tailored guidance and support from seasoned professionals.

The NEP is designed to provide a robust foundation for students entering the notarial profession. By combining comprehensive theoretical knowledge with practical experience, the program aims to equip students with the skills and insights necessary for success in their future roles as notaries.

The program is facilitated by a new student education manager who identifies and retains qualified instructors to teach the courses required and collaborates on course content.

INQUIRY & DISCIPLINE PROCEEDINGS

It is the Discipline Committee that decides, in compliance with section 27(1) of the *Notaries Act*, whether an inquiry will be conducted into a complaint, a concern raised by a member of the public, or by the Society itself. That decision is made after a preliminary inquiry has been conducted under the direction of the Secretary of the Society, as provided for in section 27(2) of the *Act* and Rule 6.1 of the Society's Rules (Preliminary Inquiry). The purpose of the preliminary inquiry is to gather and assess sufficient information to enable the Discipline Committee to determine whether the matter should proceed to a formal inquiry.

Complaints assessed under Section 28 of the Notaries Act.

Section 28(1):

- (a) misappropriation or wrongful conversion by the person of money or other property (...);*
- (b) incompetence;*
- (c) other professional misconduct;*
- (d) a breach of a provision of this Act or a regulation or rule made under it, or of a bylaw of the society.*

28(2):

(...) conduct that is contrary to the best interest of the public or the notarial profession or tends to harm the standing of the notarial profession.

Over the past year, the Society continued its efforts to uphold the standards of professional conduct amongst members. A total of **8 hearings** were conducted, addressing various disciplinary matters with both Discipline Committee and Directors' panels. Proceeding with hearings reflect the Society's commitment to ethical and professional standards in the legal services provided by members.

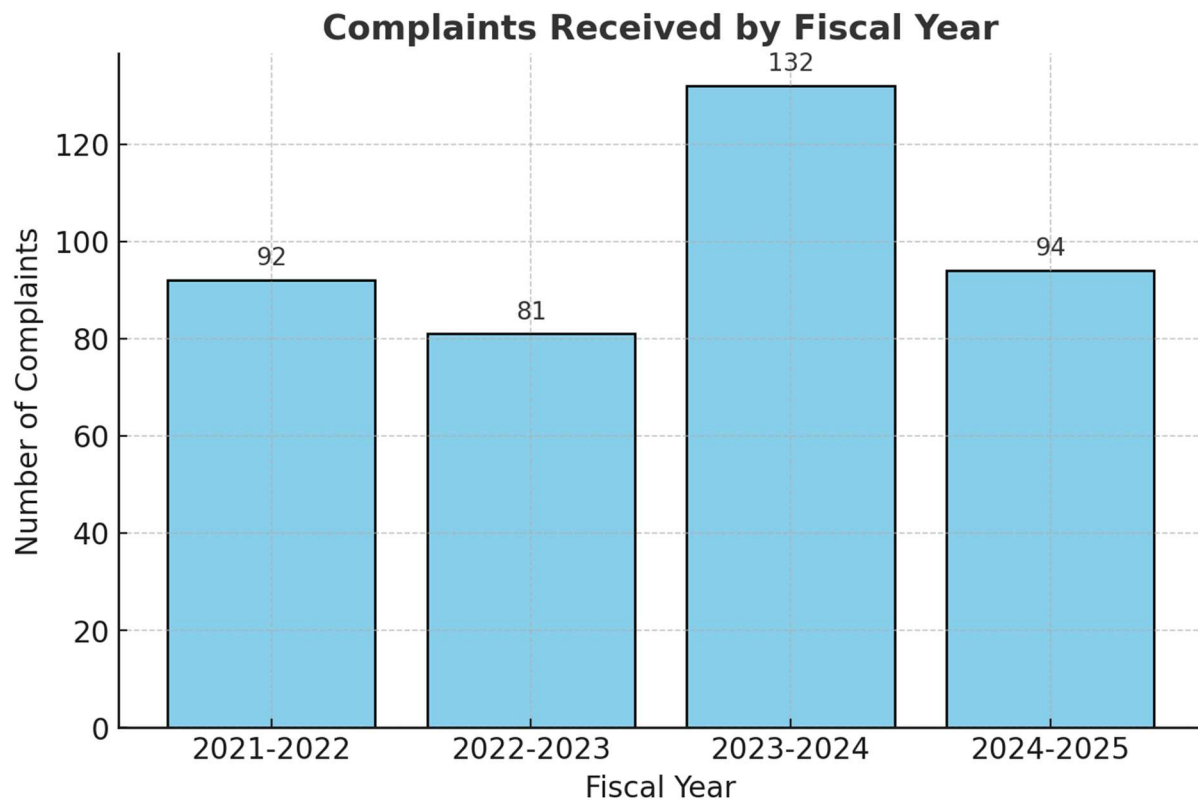
These hearings addressed various allegations, resulting in disciplinary outcomes, including reprimands, suspensions, fines, and costs. The reasons for decisions are made available on the Roll of Notaries on the public website.

The Society's disciplinary process, guided by the principles of the Notaries Act, is one of the cornerstones of the Society's governance framework. The Society remains steadfast in its mission to uphold the integrity and professionalism of its members, building on the reputation of trust and in the services provided by B.C. Notaries.

Complaints Summary:

Activities July 01, 2024, to June 30, 2025

During this fiscal year the Society received 94 complaints which is 38 complaints fewer than the previous year.

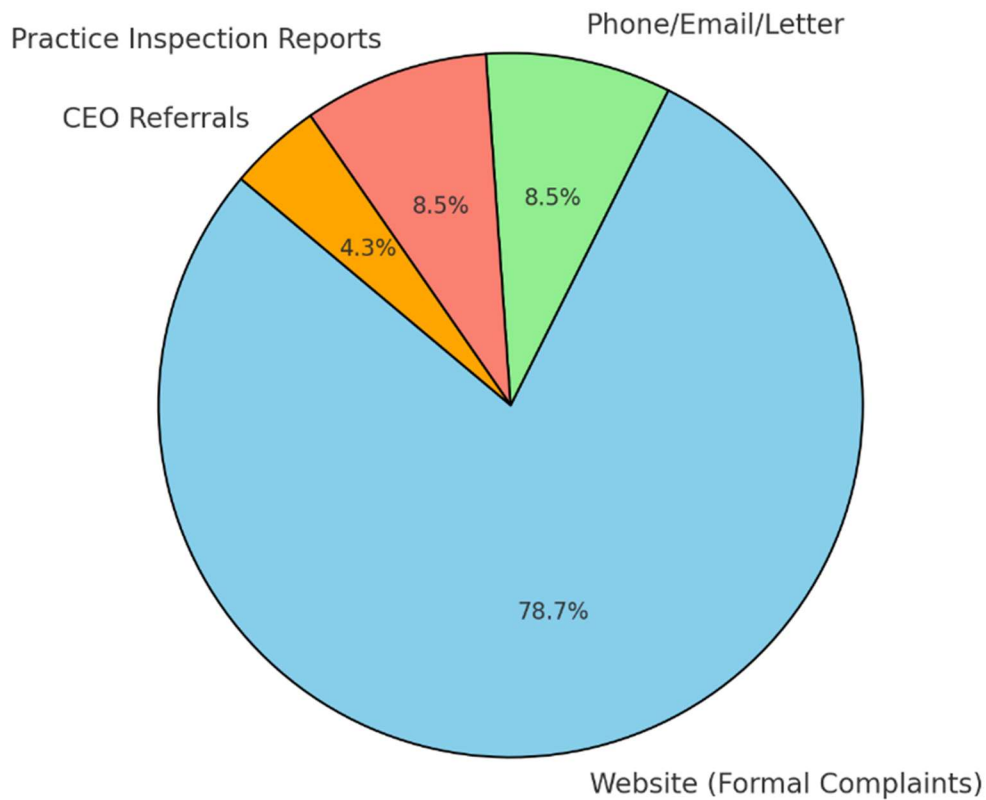


Source of Complaints

74 were formal complaints received via the Society’s website.

- 8 were received via phone, email or letter.
- 8 were a result of unsatisfactory Practice Inspection Reports
- 4 were referred by the CEO.

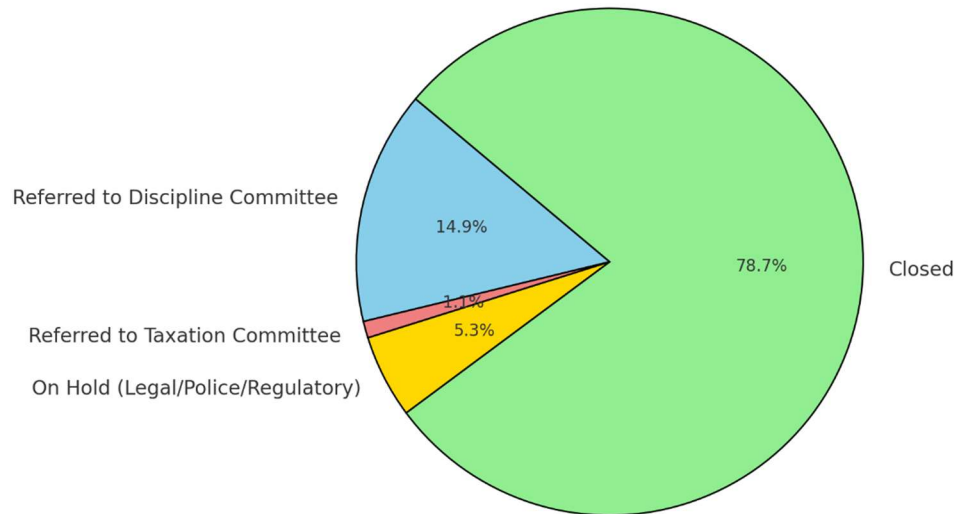
Breakdown of 94 Complaints (July 1, 2024 - June 30, 2025)



Status of the Complaints:

- 14 were referred to the Discipline Committee
- 1 was referred to the Taxation Committee
- 5 are on hold as legal proceedings, police investigations or other regulatory investigations are in progress
- 74 were closed (or 79%)

Status of 94 Complaints (July 1, 2024 - June 30, 2025)



Of the 14 matters referred to the Discipline Committee, one involved an allegation of non-cooperation with the Society and another a breach of undertaking.

Eight of the matters were the result of unsatisfactory Practice Inspection Reports.

The main issues are:

- Incomplete files and lack of contemporaneous notes (Rule 5.03)
- Non-compliance with Trust Accounting Rules
- Deceptive accounting: lack of differentiation between legal fees and disbursements (Rules 4.32 and 4.33 and Principle 8-P2)
- Conflict of interest: lack of awareness of, and not properly addressing, the conflicting interest of parties (Rule 12.04)
- Not addressing Rules breaches and deficiencies identified in the Practice Inspection Reports.

Seven of the referred matters were resolved through alternative dispute resolution with the members signing an Agreement for Remedial Action with Consent or an Agreed Statement of Fact. Of these, 4 members have signed their respective agreements, while 3 agreements remain pending.

Four of the referred matters concluded with the Society issuing Notices of Monetary Penalties for breaches of Administrative Rules. Of the four, two penalties have been paid, and the remaining 2 are pending payment.

One of the referred matters concluded with the Society recommending a follow-up practice inspection.

Four of the remaining referred matters are under review.

A number of the referred matters resulted in both the issuance of a Notice of Monetary Penalties and the member signing an Agreement for Remedial Action with Consent/an Agreed Statement of Fact.

Observations:

79% of the complaints were closed mainly for the following reasons:

- fall outside the Regulator's authority;
- the filing of the complaint is an abuse of the complaints-process; or
- They originate because of a lack of communication between client and Notary Public which the Notary can address immediately.

Five complaints were put on hold because other proceedings are taking place:

- Legal proceedings: the matter includes an allegation of an error or omission made and involves the Captive Insurance;
- Police investigations (such as an allegation of fraud); or
- Other regulatory proceedings. These are mainly investigations by the BC Financial Services Authority into the alleged provision of unlicensed mortgage broker services.



SINGLE LEGAL REGULATOR

Transitional Board

The transitional board was formed with representatives appointed by the Law Society of BC, the Society of Notaries Public, the BC Paralegal Association, and the provincial government. Its chief mandate has been to guide the planning and execution of the merger of regulatory bodies into Legal Professions BC.

Much of the activity has focussed on the development of governance structures and policies that will drive the development of the first set of rules.

There is significant thinking and work to be with respect to:

- Facilitating stakeholder engagement and regular communication with legal professionals and the public to ensure a transparent transition process.
- Overseeing the harmonization of licensing, disciplinary, and educational processes among the professions.
- Developing education and practice standards and regulatory processes for licensed paralegals.
- Coordinating efforts with the Indigenous council to promote inclusion of Indigenous perspectives, culture, and legal orders guided by the Declaration on the Rights of Indigenous Peoples Act (DRIPA) in British Columbia.

Indigenous Council

The Indigenous council was established as a central feature of the new legal regulatory regime, with members appointed by the BC First Nations Justice Council, Métis Nation BC, and the transitional board. Key activities included:

- Advising the transitional board to ensure Indigenous perspectives, rights, and priorities are reflected in decision-making, especially in governance and complaint procedures.
- Participating in the development of culturally safe regulatory processes and trauma-informed practices in alignment with Truth and Reconciliation Commission calls to action.
- Advocating for the inclusion of Indigenous legal traditions and protocols within the new regulatory framework.
- Ensuring the diversity of Indigenous representation on decision-making bodies and promoting the recruitment of staff with cultural competency.

Together, these bodies are working to shape a framework for Legal Professions BC that emphasizes access to justice, inclusion, and reconciliation, and provide a foundation for transparent regulation of lawyers, notaries, and paralegals throughout British Columbia.

LSBC & TLABC v. AGBC

The Law Society of British Columbia (LSBC) and the Trial Lawyers Association of British Columbia (TLABC) are suing the provincial government, arguing that the Legal Professions Act (LPA) is unconstitutional. The summary trial is to begin in October 2025.

Law Society and Trial Lawyers' Position

The Law Society and Trial Lawyers argue that the new Act undermines the independence of the legal profession from government control. Under the old system, the Law Society was managed mostly by elected lawyers, ensuring self-regulation and independence in protecting the public's right to fair and impartial legal representation.

The new legislation, however, gives the government power to appoint several board members and reduces the proportion of elected lawyers on the regulator's board. They contend that this:

- Gives too much government influence over how lawyers are licensed, disciplined, and regulated.
- Violates constitutional principles such as the independence of the courts, the right to counsel, and access to justice.
- Risks making BC an outlier in Canada, where self-regulation of the legal profession has long been seen as a cornerstone of democracy and the rule of law.

The plaintiffs argue that lawyers must be able to represent clients fearlessly—even against the government—without fearing government interference in their regulator's decisions.

Provincial Government's Position

The BC government maintains that the Legal Professions Act is constitutional and in the public interest. The Ministry of the Attorney General says the law's goal is to modernize outdated structures, increase accountability, and improve access to legal services by bringing all types of legal professionals under a single regulatory body.

The province also argues that checks and balances in the Act prevent political interference, emphasizing that regulation of professions (including law) is a legitimate area of provincial jurisdiction under the Constitution.

Is the Legal Professions Act unconstitutional?

From a legal standpoint, the Act is unlikely to be ruled outright unconstitutional. Regulation of legal professions falls within provincial powers over property and civil rights. However, courts could invalidate parts of the Act if they find that its governance model seriously undermines the independence of the bar—a concept the Supreme Court of Canada has linked to fair trial rights under the Charter of Rights and Freedoms.

In plain terms:

- The Act itself probably stands, because provinces have the right to regulate legal professions.
- But if government-appointed control over lawyers' regulation is seen as too intrusive, the court could require amendments to restore proper independence safeguards.

In short, the constitutional risk lies not in the province's authority to regulate the profession, but in whether the design of Legal Professions BC crosses the line between public oversight and political interference.



PUBLIC PROTECTION PROGRAMS

Practice Advisory Line (PAL)

The Society of Notaries Public provides support to members through the practice advisory line. Staffed by a team of experienced Notaries, PAL responds to emails and telephone queries by members.

For the period July 1, 2024, to June 30, 2025, there were:

- More than 2448 email inquiries and responses, and
- Approximately 1000 telephone calls.

Practice Advisors seek to respond to notary members seeking clarification of their professional obligations and evaluation of potential risk. The Practice Advisors seek to provide direction and help with practice and ethical questions. PAL does not give legal advice. Members are directed to counsel as may be appropriate.

Practice Advisors provide advice on Rules, the Code of Professional Conduct, practice management, client and notary relationships, scams, and fraud alerts.

Member Trust Audit

Member trust audits are a critical public protection program of the Society. The program is designed to evaluate compliance with the Trust Accounting Rules and seeks to ensure the protection of clients' money.

The Society contracts the member audit process to the accounting firm BDO. Each year, the Society plans to conduct regular trust audits on 25% of members and with additional audits at the request of the Audit or Discipline Committee, or as may be required because of concerns.

Member Trust Audits	Number of Audits
Scheduled	93
Re-Audit	36
Satisfactory Result	62
Total complete audits	93

Practice Inspections

The Society has a team of Practice inspectors, who work to ensure that Members’ practices meet or exceeds the standards expected.

Routine inspections are scheduled for all newly commissioned notaries and others on a 4-year cycle. Staff Notaries are not subject to separate inspection but are considered as part of the inspection process of the practice in which they work.

The Practice Inspection program is another of the Society’s public protection program. Based on standards of practice the program seeks to ensure not only standards but adherence to the Rules.

Inspections completed from July 1, 2024, to June 30, 2025

Inspection type	Number of inspections
New Notary	14
Scheduled	92
Re-inspection	2
Total inspections	108

COMMITTEES

The Society relies on its committees to handle important regulatory duties and promote professional growth. Made up of Directors and members from across the province of British Columbia, these volunteers contribute their time and expertise to support the Society's work.

Audit Committee

The Audit Committee reviews and evaluates the annual member trust audit reports as required by the Society's Rules. It also refers matters for inquiry and discipline when the audit reports violation of the rules.

Michelle Broughton – Chair

Andrea Banks - Vice Chair Odina Skovgaard

Brenda Balogh Tegan Tang

Discipline Committee

The Discipline Committee aims to advance the Society's goals by establishing policies and procedures for investigating and resolving complaints. It is guided by the Notaries Act, the Society's Rules, and Principles for Ethical and Professional Conduct to ensure the integrity of BC Notaries.

Jonathan Wong - Chair

Lilian Cazacu - Vice Chair

Bill Chan

Andrea Banks

Cheryl Kwok

Executive Committee

The Executive Committee handles urgent issues between Board meetings and is responsible for hiring the Chief Executive Officer and Secretary.

Hassan El Masri - Chair

Vicki Van As – Vice Chair

David Watts

Jonathan Wong

Marny Morin - Secretary

Finance Committee

The Finance Committee oversees the Society's financial affairs, ensuring sound financial planning, an effective accounting system, and proper procedures. It reports to the Board of Directors.

Vicki van As- Chair

Alan Treleaven – Vice Chair

Andrea Banks

Alex Ning

Insurance Advisory Committee

The Insurance Committee manages the Society’s Insurance Fund, monitors insurance market conditions, and advises the Directors on insurance matters. It also reviews claims made to the Society. This committee is an Ad Hoc Committee established by the Board under Section 8.04 of the bylaws, which requires it to follow any rules set by the Board.

David Watts - Chair

Hassan El Masri- Vice Chair

Bill Anderson

Tegan Tang

Alex Ning

Alan Treleaven

Legislation, Bylaw and Rules Committee

The Committee aims to suggest changes and updates to the Act, Bylaws, Rules, and Code of Ethics to ensure they align with the legislation and current policies of The Society of Notaries Public of BC.

Jonathan Wong – Chair

Vicki van As- Vice Chair

Amy Badesha

Rosalyn Mow

Armita Mossalanejad

Juliana Castro

Membership and Admissions Committee

The Membership and Admission Committee evaluates applications by reviewing character, financial responsibility, credentials, and qualifications. They may delay applications pending court cases, recommend admissions and transfers to the Board of Directors, and update the Membership and Credentials guide.

Michelle Broughton - Chair

Rosalyn Mow – Vice Chair

Juliana Castro

Bill Chan

Ravinder Dhani

Practice Standards Committee

The Practice Standards Committee establishes and communicates the minimum standards of practice for the profession.

Hassan el Masri – Chair

David Watts – Vice Chair

Jonathan Wong

Special Fund Committee

The Special Fund Committee manages the Society's Special Fund, handling claims of misappropriation or wrongful conversion against members or former members, and advises the Board on the fund's operation and investment

Hassan El Masri – Chair

Jonathan Wong – Vice Chair

Alan Treleaven

David Watts

Taxation Committee

The Taxation Committee suggests changes to recommend amendments and additions to the Act, Bylaws, Rules, and the Code of Ethics ensuring that they reflect the intent of the legislation and current policies governing the practice of The Society of Notaries Public of BC.

Hassan El Masri – Chair

Vicki Van As- Chair of Finance

Jonathan Wong

John Mayr- Executive Director

WHOLLY OWNED CORPORATIONS

Pro Suite Software Corporation

Pro Suite is a wholly owned corporation that receives royalties from the sale of an asset under the terms of an agreement. The Directors of the Pro Suite Board are:

Todd McKendrick, Chair | Eric Fryatt | Ron Usher

Shareholder Representative

- John Mayr

Financial performance of the company is reflected in the SNPBC Financial Statements.

BC Notaries Captive Insurance Corporation

The Captive is a wholly owned corporation that provides Professional Liability and Crime insurance to members of the Society. Insurance of members through the Captive is mandatory, providing assurance to and protecting the public. The Captive was formed in January 2018 and began operation in October 2018. The Captive is registered with the B.C. Financial Services Authority and is licensed to provide insurance services.

The Directors of the Captive Insurance Company are:

- Todd McKendrick, Chair
- Brent Atkinson, Director
- Bill Anderson, Director
- Joan Letendre, Director
- Rao Wandawasi, Director
- John Mayr, Director and Shareholder Representative

The Society establishes the minimum insurance coverage requirements for its members. For the period covered by this report, the total insurance premium consists of two components: a base rate and an additional fee per transaction. The Transaction Insurance Fund (TIF) is remitted by notaries on a monthly basis.

Between July 1, 2024, and June 30, 2025, members reported a total of 116,666 TIF-applicable transactions.

The Captive provides a portion of this coverage as the primary insurer, and secures excess coverage through its broker, Marsh Canada. The current excess coverage providers are Chubb and Travelers.

Financial performance of the Captive Insurance Company is reflected in the SNPBC Financial Statements.

FINANCIAL STATEMENTS OF THE SOCIETY

The Audited Financial Statements are published separately and are available upon request.



