

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position: Auditor

Name of Firm: LLC "Taj-Audit"

Name of Staff: Sadikova Husniyajon

Profession: Auditor

Date of Birth: 25/10/1961

Years with Firm/Entity: 2017 Nationality: Tajik

Membership in Professional Societies: Association of Professional Accountants and Auditors

Detailed Tasks Assigned:

Key Qualifications:

<p>Coordination and verification of the work of auditor assistants Preparing the audit manager for assessments assessment and analysis of audit evidence. about the financial position of the organization. auditor's report on the accounting and reliability of the financial statements of this organization; - Compliance of cost items with the financial statements of the project; - Obtaining sufficient evidence -formation of the audit report; - Recommendations to the management of the organization. Checking the timeliness, completeness and reliability of the reflection operations carried out in accounting and reporting project; o checking the compliance of completed transactions requirements of the legislation of the Republic of Tajikistan and regulations and instructions from the Ministry of Finance of the</p>	<p>Name of assignment or project: Financial audit for 2022 Year: 2023 Location: Tajikistan Client: Branch of JSC "Central Design and Technology Institute" Funded: Branch of JSC "Central Design and Technology Institute" Position Held: <u>Senior</u> Auditor Main project features: Financial audit for 2022 Activities performed:</p> <ul style="list-style-type: none"> • Conducting audit procedures; • Generation of a report and opinion on a financial audit; • Distribution of procedures by audit procedures; • Control of the work of the auditor assistant; • Generating analysis for the auditor manager.
<p>o checking the compliance of completed transactions requirements of the legislation of the Republic of Tajikistan and regulations and instructions from the Ministry of Finance of the</p>	<p>Name of assignment or project: Analysis of the legal and financial state of management of the Aksu-Khojabakirgan Samgar irrigation systems, before and during the reorganization process Year: 2021 Location: Tajikistan Client: National Water Resources Management Project (NWRM) in Tajikistan, funded by the Swiss Government (SDC), to improve the management of irrigation systems in the Khodjabakirgan-Aksu-Samgar sub-basins area. Funded: Branch of "HELVETAS Swiss Intercooperation" in RT Position Held: Financial expert for assistance Main project features: Irrigation project Activities performed:</p> <ul style="list-style-type: none"> • Detailed assessment of the financial situation of GUMI project areas and the Khodjabakirgan canal for 2018-2020;

<p>Republic Tajikistan; o Checking the compliance of the operations performed with the general conditions for their implementation, as well as compliance procedure for conducting operations with internal rules (conditions agreement).</p>	<ul style="list-style-type: none"> • Conducted analysis of accounts payable; • Creation of a financial model; • Guest subsidy based on expenses and revenues in project areas; • Financial review.
	<p>Name of assignment or project: Conducting inventory for PSI Year: 2019 Location: Tajikistan Client: Branch of the international public organization "Population Services International" (PSI) in RT Funded: Branch of the international public organization "Population Services International" (PSI) in RT Position Held: Auditor Main project features: Conducting inventory for PSI Activities performed:</p> <ul style="list-style-type: none"> • Organization of inventory in the organization; • Carrying out procedures for correct inventory taking;
	<p>Name of assignment or project: financial audit for 2017-2018 Year: 2019 Location: Tajikistan Client: Branch of "BChP Inc., China National Petroleum Corporation" in the Republic of Tajikistan Funded: Branch of "BChP Inc., China National Petroleum Corporation" in the Republic of Tajikistan Position Held: <u>Senior</u> Auditor Main project features: Financial audit for 2017-2018 Activities performed:</p> <ul style="list-style-type: none"> • Conducting audit procedures; • Distribution of procedures by audit procedures; • Control of the work of the auditor assistant
	<p>Name of assignment or project: The Mountain Societies Development Support Programmer (MSDSP) a project of the Aga Khan Foundation Year: 2018 Location: Tajikistan Client: Micro loan organization "Rushdi Kuhiston" Funded: Aga Khan Foundation Position Held: Auditor Main project features: financial audit for 2017 Activities performed:</p> <ul style="list-style-type: none"> • Conducting audit procedures; • Control of the work of the auditor assistant; • Distribution of procedures by audit procedures;
	<p>Name of assignment or project: GIZ Project GIZ Year: 2017 Location: Tajikistan Client: Projects GIZ (funded GIZ -5 regions) Funded: GIZ Position Held: Auditor</p>

	<p>Main project features: Project Audit for funded GIZ (5 regions)</p> <p>Activities performed:</p> <ul style="list-style-type: none"> • Generation of a report and opinion on a financial audit; • Distribution of procedures by audit procedures; • Control of the work of the auditor assistant.
	<p>Name of assignment or project: Financial audit for 2017</p> <p>Year: 2017</p> <p>Location: Tajikistan</p> <p>Client: State Savings Bank RT "Amonatbank"</p> <p>Funded: State Savings Bank RT "Amonatbank"</p> <p>Position Held: Auditor</p> <p>Main project: Features: Banking audit</p> <p>Activities performed:</p> <ul style="list-style-type: none"> • Generation of a report and opinion on a financial audit; • Distribution of procedures by audit procedures; • Control of the work of the auditor assistant.

Other Trainings:

2006 – training on the program “Top Country Teams-Best Country Teams”

2005 – courses on training and retraining of personnel under the National Bank of Tajikistan, international seminar “International Trade Finance, Currency Operations and Risk Management”.

2005 – Interbank Training Center, course “Analysis of macroeconomic indicators and credit resources”.

2004 – Education Center in Tashkent, course “Maintaining Financial Accounting in accordance with International Standards” on the basis of the configuration for accounting software 1C Enterprise 7.7 Tajikistan.

2004 – National Bank of Tajikistan, course “Banking Management. Human Resource Management”.

2003 – Academy of Education Development, seminar “Problems of taxation of non-profit organizations”.

2002 RBTC, Tashkent, course “Banking Accounting and Audit”

2002 – RBTC, Tashkent, course “Operations with foreign currencies and their accounting”

1998 – RBTC, Tashkent, course “Financial and credit analysis”

Education:

1978 - 1982 Tajik State University named after Lenin, specialization – economist

Employment Record:

Period	Employing organization and your title/position.	Country	Summary of Activities Performed Relevant to the Assignment
May 2017 – present	Employer: “Taj-Audit” LLC <u>Positions held</u> Auditor	Tajikistan	<ul style="list-style-type: none"> • Audit planning; • Financial analysis, collection of audit evidence for the formation of an audit report; • Control of the work of the auditor assistant
2014-2017	Employer: OJSC “Fononbank”	Tajikistan	<ul style="list-style-type: none"> • Management of all banking risks; • Management of all departments;

	<u>Positions held:</u> branch director		<ul style="list-style-type: none"> • Preparation of a report for the founders of the bank.
2013-2014	Employer: OJSC "Oriensbank" <u>Positions held:</u> Director of the regional branch in Dangara.	Tajikistan	<ul style="list-style-type: none"> • Management of all banking risks for branch; • Management of all departments for branch; • Preparation of a report for the founders of the bank branch.
2004-2013	Employer: OJSC Sohibkorbank" <u>Positions held:</u> Chairman of the board of the bank	Tajikistan	<ul style="list-style-type: none"> • TOP bank management; • Management of all banking risks; • Management of all departments; • Preparation of a report for the founders of the bank.

Languages:

Language	Speaking	Reading	Writing
Tajik	Mother tongue		
Russian	Excellent	Excellent	Excellent
English	Good	Good	Good

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Date: 15.04.2024

[Signature of staff member and authorized representative of the firm]

Day/Month/Year

Full name of staff member: Sodikova Hudniyajon

Full name of authorized representative: Dadajonova Nargis

**FORMAT OF CURRICULUM VITAE (CV)
FOR PROPOSED PROFESSIONAL STAFF**

Proposed Position: Auditor's assistant

Name of Firm: LLC "Taj-Audit"

Name of Staff: Radjabova Rukhsora Sadullaevna

Profession: Auditor

Date of Birth: 26/07/1986

Years with Firm/Entity: 2018 Nationality: Tajik

Membership in Professional Societies: Association of Professional Accountants and Auditors

Detailed Tasks Assigned:

Key Qualifications:

	<p>Name of assignment or project: financial audit for 2017-2018 Year: 2019 Location: Tajikistan Client: Branch of "BChP Inc., China National Petroleum Corporation" in the Republic of Tajikistan Funded: Branch of "BChP Inc., China National Petroleum Corporation" in the Republic of Tajikistan Position Held: auditor assistant Main project features: Financial audit for 2017-2018 Activities performed:</p> <ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;
	<p>Name of assignment or project: The Mountain Societies Development Support Programmer (MSDSP) a project of the Aga Khan Foundation Year: 2018 Location: Tajikistan Client: Micro loan organization "Rushdi Kuhiston" Funded: Aga Khan Foundation Position Held: auditor assistant Main project features: financial audit for 2017 Activities performed:</p> <ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;
	<p>Name of assignment or project: GIZ Project GIZ Year: 2017;2018 Location: Tajikistan</p>

	<p>Client: Projects GIZ (funded GIZ -5 regions) Funded: GIZ Position Held: auditor assistant Main project features: Project Audit for funded GIZ (5 regions) Activities performed:</p> <ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;
	<p>Name of assignment or project: Financial audit for 2017 Year: 2017 Location: Tajikistan Client: State Savings Bank RT "Amonatbank" Funded: State Savings Bank RT "Amonatbank" Position Held: auditor assistant Main project: Features: Banking audit Activities performed:</p> <ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;

Other Trainings:

2015 October – November, "1C Enterprise" automated accounting program.

2013 January – February, "Financial Accounting I" - International Financial Reporting Standards

2012, – September, Accounting, International Financial Reporting Standards

Education:

2011 - 2016

Tajik Agrarian University Dushanbe - Finance and credit, banking

Employment Record:

Period	Employing organization and your title/position.	Country	Summary of Activities Performed Relevant to the Assignment
August 2018 – present	Employer: "Taj-Audit" LLC <u>Positions held:</u> Auditor assistant	Tajikistan	<ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;
2012-2018	Employer: 2009–2012 – OJSC "Tavkhidbank" leading lending specialist <u>Positions held:</u> Compliance specialist monitoring an Islamic bank	Tajikistan	<ul style="list-style-type: none"> • Monitors compliance risks, identifies the most significant compliance risks for the company, analyzes them and prepares proposals for reducing compliance risks; • Audit of activities Bank; • Consults heads of other departments on the compliance of the activities of their divisions and the documentation they develop with current legislation

2009-2012	Employer: 2009–2012 – OJSC "Tavkhidbank" leading lending specialist <u>Positions held:</u> lending specialist	Tajikistan	<ul style="list-style-type: none"> • loan analysis; • Consideration of loan applications; • Borrower analysis.
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Languages:

Language	Speaking	Reading	Writing
Tajik	Mother tongue		
Russian	Good	Good	Good
English	Good	Good	Good

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

[Signature of staff member and authorized representative of the firm] Date: 15.04.2024
Day/Month/Year

Full name of staff member: Radjabova Rukhsora

Full name of authorized representative: Dadajonova Nargis

**FORMAT OF CURRICULUM VITAE (CV)
FOR PROPOSED PROFESSIONAL STAFF**

Proposed Position: Auditor's assistant

Name of Firm: LLC "Taj-Audit"

Name of Staff: Parviz Khayrulloev

Profession: Auditor

Date of Birth: 04.02.1983

Years with Firm/Entity: 2024 Nationality: Tajik

Membership in Professional Societies: Association of Professional Accountants and Auditors

Detailed Tasks Assigned:

Key Qualifications:

	<p>Name of assignment or project: Financial audit for 2022 Year: 2023 Location: Tajikistan Client: Branch of JSC "Central Design and Technology Institute" Funded: Branch of JSC "Central Design and Technology Institute" Position Held: Senior Auditor Main project features: Financial audit for 2022 Activities performed:</p> <ul style="list-style-type: none">• Audit documentation;
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Other Trainings:

2010 "Lence" LLC Certificate "Management Accounting"

2015 "Melody Nur" LLC Certificate "Financial Accounting";

2022 Melody Nur LLC Certificate "IFRS";

2023 Melody Nur LLC Certificate "IC Accounting 8.3"

Education:

2004-2009 Russian-Tajik (Slovenic) University, specialty: Specialist of the "International Relations"

2011 – 2016 Tajik University of Commerce. Faculty of Economics. Specialization –Finance and credit.

Employment Record:

Period	Employing organization and your title/position.	Country	Summary of Activities Performed Relevant to the Assignment
February 2024 – present	Employer: "Taj-Audit" LLC <u>Positions held:</u> Auditor assistant	Tajikistan	<ul style="list-style-type: none"> • Carrying out testing under the guidance of an auditor; • Documentation and collection of audit evidence and audit documentation;
2020-2024	Employer: LLC "Chor fasl" <u>Positions held:</u> Deputy Director for finance.	Tajikistan	Carries out work on personnel selection; Selection and placement of personnel based on assessment of their qualifications, personal and business qualities; Monitor the correct use of the time of the organization's employees; Drawing up orders for the acceptance, removal, second ment, etc. of personnel; Ensure the reception, placement and placement of workers in accordance with the acquired profession and specialty, together with the heads of departments, organize their internship and work on adaptation to production activities.
2019-2020	Employer: "Shohsotmon" LLC <u>Positions held:</u> Deputy director for economics and finance	Tajikistan	Control financial, economic and business activities and management of activities and control over the development of these processes; Control over the work of the accounting department, compliance with financial discipline, and savings regimes in all areas of economic activity; Determines the strategy, goals and objectives of development, makes decisions on program planning of financial and economic work; Develops the financial and economic activities of the organization for the year and ensures control over its implementation.
2014-2018	Employer: Association of English Language Teachers of Tajikistan <u>Positions held:</u> Deputy General Director for financial issues		Methodological guidance on financial, economic and business activities; Coordinates the activities of the organization on financial, economic and business issues in accordance with the charter and legislation of the Republic of

			Tajikistan; Analyzes the state of financial and economic activities and higher management bodies to improve work; Develops the financial and economic activities of the organization for the year and ensures control over its implementation; develops the financial and economic activities of the organization for the year and ensures control over its implementation.
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Languages:

Language	Speaking	Reading	Writing
Tajik	Mother tongue		
Russian	Good	Good	Good
English	Good	Good	Good

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

[Signature of staff member and authorized representative of the firm] Date: 15.04.2024
Day/Month/Year

Full name of staff member: Parviz Khayrulloev

Full name of authorized representative: Dadajonova Nargis