

Economic Procedures for Budgets and Reporting

Sweden Section Chapter Chair Workshop, Online, Oct 29, 2021

Christian Bohm, Section Treasurer

Background

The Section is responsible for all financial activities in all Swedish units.

Including reporting to

- Swedish tax authority
- IEEE Headquarter
- Chapters and other units

The Section maintains the accounting books for all Units.

The Section distributes the Annual Rebate (ca 100.000SEK) between Units using an annual budget and planning process.

The budget
process
stabilizes the
economy

2017-12-31	478 931
201812-31	513 049
2019-08-27	642 499
2020-09-30	702 174
2021-10-29	671 334

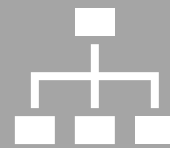
- Spending during 2021 has not really started, typically many activities at end of the year
- For 2021 we have additional about 100 000 SEK in NextGen banking, a new banking system used by IEEF.
- After familiarizing ourselves with NextGen we will decide whether keep the funds there or to transfer them to Swedbank

Budget process overview



Submit plans and
estimated costs and
financing

Section,
Chapter,
External etc
to the
Section



Adjust plans and collaborate
with other Units, external
organisations etc



Section Board will decide final
budgets before the end of the
year




My send list to Chairs and Treasurers

- Let me know if you want to add or remove contacts!

B	Mikael Bergqvist
C	iajia Chen
D	Danyo Danev
	Samarth Deo
	Gerard Duff
E	Björn-Erik Erlandsson
F	Hans Frennberg
G	Mats Gustavsson
H	Lennart Hasselgren
J	Nazre Batool Johansson
K	Raul Kanchan
	Amleset Kelati
L	Janet Lin
	Johan Liu
M	Gunnar Malm
N	Andreas Nylander

	Arnold Pears
	Duncan Platt
	Rafael Puerta
R	Joachim Rodrigues
	Sarah Rönberg
S	Kristian Sandahl
	Ambra Sannio
	Christofer Silfvenius
	Tommy Svensson
V	Elena Vasileva
W	Fuxi Wen
	Kia Wiklundh
Z	Carl-Mikael Zetterling
Ö	Petter Ögren

IEEE Sweden
have (in parallel)
started using
Swedbank online
accounting on
the online bank
via Fortknox

Beta Swedbank 

Hem

Konton och kort ▲

Bankkort

Betala och överföra ▼

Lån

Bokföring

Pension

Spara och placera ▼

Försäkra

Dokument ▼

Bokföring

Ditt företag är inte anslutet till tjänsten

I e-bokföring från SpeedLedger har du ett komplett bokföringsprogram som minskar ditt bokförings- och faktureringsarbete.

Så här går det till

Logga in till SpeedLedger via direktlänk från internetbanken. Hämta upp dina bankhändelser och godkänn sedan färdiga bokföringsförslag.

Anslut företaget till tjänsten

Den person på ditt företag som har behörighet att beställa tjänster kan kontakta kundservice eller besöka ett kontor så hjälper vi till att komma igång med e-bokföring från SpeedLedger.

[Läs mer om e-bokföring från SpeedLedger](#)

Vocabulary



Rebate – Typically used for annual grant from headquarter



LTA – Long Term Assets. A Unit's savings to be used in the future. Only used during the budget process.



Budget-1. The part of the Unit's annual budget that is financed from the units Long Term Assets.



Budget-2. The part of the Unit's annual budget that is financed from the Section's Rebate received every year.

Current Budgets (2021-10-29)

Year	2021					
	Project Costs	Finances from external funding, inkind etc	Financed from Chapter funds (Budget 1 LTA)	Financed from Chapter specific Rebate	Financed from Section's distribution of general Rebate (Budget 2 Rebate)	Missing financing
C	0				0	0
EPS	-10 000		7 000		3 000	0
E						0
ED						0
EMB						0
EMC	-18 000	16 000	1 000		1 000	0
IAS	-2 000				2 000	0
MAG						0
Membership Development	-5 000				5 000	0
MTT/AP						0
P	-60 986		58 186		2 800	0
PE/PEL	-15 000		10 000		5 000	0
RAS						0
SP	-5 000				5 000	0
SSC/CAS						
SIT	-5 000		1 000		4 000	0
VT/COM/IT	-214 000	188 080	10 000		15 920	0
Student LiU	-6 000				6 000	0
Rest of Student Branches	-10 000				10 000	
WIE	-15 000				15 000	0
YP	-46 000	23 126			22 874	0
SYP 2021	-1 491 050	1 493 000	30 000	80 000	0	111 950
	-1 903 036	1 720 206	117 186	80 000	97 594	111 950

2021	
Rebate	160 186
From LTA	117 186
External fundin	1 720 206
Section costs	-81 000
Chapter costs	-1 903 036
Surplus (+)	13 542 (Left of Rebate)
Performed acti	80%
Adjusted surpl	10 834

The following months – Planning and Budgeting 2022



By **Nov 1-15**, submit plans and proposed budgets to Section Chair and Treasurer.



During the rest of **Nov**, the Section Treasurer will compile the plans and budgets for 2022.



End of **Nov**, the Section Board will receive preliminary plans and budgets for 2022 from the Section Treasurer.



In mid-**Dec**, the Section Board will approve final plans and budgets for 2022.



Please!

- Use VTOOLS for planning (and report after the event)!
 - Chapter webmasters, share news!
 - ...and please send your invoices before Dec 20
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