



SUBJECT: 2010 Quarterly Reporting

DATE: 1 April 2010

Dear Members,

The end of the 1st Quarter is now upon us and your Q1 Report with your Actual expenditure is due for submission to your Region by the 20th April 2010.

As part of an ongoing and continual review of the implementation of the Funding Policy, and with a desire to simplify and improve processes, please find attached the 2010 Reporting template to be used during this year.

The main changes to last year's template are (i) Forecasting is now to be included within each Quarter's Report tab, and (ii) the actuals for Priority Expenditure are to be specifically noted separately within each section. The format and what to populate will be further explained by your Regional Development Manager and MSCO.

Please note within the report for the quarter the three text boxes are for specific and distinct descriptions of the following:-

- Comments on Activity during the quarter (ie what activities occurred in your country in the past 3 months)
- Variance for the quarter : Actual v Forecast v Budget (ie: explanation if there is a material variance to your forecast and budget)
- Forecast Update (Q2 - Q4) - why and what has been changed for the remainder of the year

Please also note that new Materiality guidelines have been set to assist with the overview of a quarterly report. These have been developed with the nominated Elected Reps, and will be implemented from Quarter 1 onwards. The materiality guideline is to be a 10% variance or \$2,000 whichever is the higher for each section.

The Regions are here to help and please do not hesitate to contact your Regional Development Manager or Member Support & Compliance Officer for guidance and assistance on the Quarterly Reporting, and also the opportunity to Forecast changes from your Budget.

Kind Regards,

Sent electronically via email

Sarah de Rozario
Development Compliance Manager
International Cricket Council

Dubai Sports City
P O Box 500 070
Dubai, UAE
T +971 4 382 8800
F +971 4 382 8600
E enquiry@icc-cricket.com
W www.icc-cricket.com