

*INTERNATIONAL TELECOMMUNICATIONS
SATELLITE ORGANIZATION
INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES FOR
THE THREE MONTHS ENDED DECEMBER 31, 2014*

***INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES***

To the Director General of
International Telecommunications Satellite Organization

We have performed the procedures enumerated below, which were agreed to by the International Telecommunications Satellite Organization (the Organization), solely to assist you with respect to the accounting records of the Organization as of and for the three months ended December 31, 2014. The Organization's management is responsible for the Organization's accounting records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those specified parties in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We obtained the bank reconciliations for October, November, and December 2014 for the following accounts:
 - a. HSBC Checking account
 - b. HSBC Money Market account
 - c. HSBC Money Market account II (reserve fund)
 - d. Commercial Market Rate Investment account (contingency fund)

For October, November, and December 2014, we compared the balances reported on the reconciliations to the applicable bank statement and trial balance without exception. We inquired about reconciling items and noted no unusual items.

2. We reconciled the funding capital account per the Organization's trial balance as of December 31, 2014 to the audited financial statements as of June 30, 2014.
3. We obtained the statement of assets, liabilities, and funding capital as of December 31, 2014 and the statement of revenue and expenses for the three months ended December 31, 2014 and comparable period ended December 31, 2013. We made inquiries of Joyce Romanus, the Organization's outsourced bookkeeper and noted the following:

- a. During the 2nd quarter of FY15, the Organization transferred \$331,500 from the HSBC Money Market account to the HSBC Checking account for expenses. Overall, cash increased by approximately \$487,000 during the 2nd quarter FY15.
- b. We noted accounts payable at December 31, 2014 totaling approximately \$8,500. The Organization generally pays its bills when received and any accounts payable is due to timing of processing the payables and payment. We noted that the invoices were properly approved by the Organization prior to processing and payment.

We noted five (5) bills where the payment of the bill was posted on December 22, 2014, before the payable was posted to the general ledger on January 1, 2015. As a result, accounts payable is understated by approximately \$3,821. We recommend bills be posted to the general ledger prior to payment to ensure accurate reporting of expenses and payments in the accounting records.

- c. No disbursements were noted from the Contingency Fund. Legal fees totaled \$6,155 during the 2nd quarter of FY15 as a result of external legal counsel's providing business related consultation. No unusual items were noted.
4. We obtained the detailed general ledger for the three months ended December 31, 2014. We noted no unusual items.
5. We scanned the general ledger and obtained a listing of manual journal entries posted during the three months ended December 31, 2014. No unusual items were noted.
6. We inquired of the Director General as to any significant events during the quarter ended December 31, 2014 and any events subsequent to December 31, 2014 (end of Q2 FY15) and noted the following:
 - a. During the quarter, the Organization was commissioned by the Inter-American Development Bank (IADB) to perform a study titled *Satellite Technology and the Provision of Broadband Services in Latin America and the Caribbean Region*. The study is 100% finance by the IADB, resulting in additional revenue to the Organization during the three months ended December 31, 2014 of \$31,500. During the three months ended December 31, 2014, the Organization incurred expenses of \$28,000 associated with the performance of the study. Per the Director General, the study is being carried out in the context of a partnership agreement the Organization has with the IADB and the funding received for the study will be transferred to the reserve fund.

We were not engaged to, and did not conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Organization and management and is not intended to be and should not be used by anyone other than these specified parties.

Frank's Company, Inc.

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January 14, 2015