

# Financial Statements

Human Factors and Ergonomics Society of New Zealand  
For the year ended 31 March 2025

Prepared by Coast CA Limited

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# Compilation Report

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

Compilation Report to the Directors of Human Factors and Ergonomics Society of New Zealand.

### Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Human Factors and Ergonomics Society of New Zealand for the year ended 31 March 2025.

These statements have been prepared in accordance with the accounting policies described in the Statement of Accounting Policies.

### Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

### No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

### Independence

We have no involvement with Human Factors and Ergonomics Society of New Zealand other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

### Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.



Krasja Joubert (Jul 3, 2025 21:05 GMT+12)

Coast CA Limited

Hokitika

Dated: 3 July 2025

## Entity Information

### Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

'Who are we?', 'Why do we exist?'

#### Legal Name of Entity

Human Factors and Ergonomics Society of New Zealand

#### Entity Type and Legal Basis

Human Factors and Ergonomics Society of New Zealand is an Incorporated Society registered under the Incorporated Societies Act 1908.

#### Registration Number

NZBN: 9429042684695

Incorporation Number: 441832

Date of Incorporation: 22 August 1988

#### Entity's Purpose or Mission

The purpose of the Society:

- (a) To promote the application of human factors/ergonomics knowledge.
- (b) To advance human factors/ ergonomics research, education, public awareness and professional standards.
- (c) To perform any functions or actions necessary or helpful to fulfil the above purposes.

#### Entity Structure

The Society shall have an elected committee ("the Committee"), comprising of the following:

- (a) Chairperson;
- (b) Secretary;
- (c) Treasurer;
- (d) And 2 committee members.

#### Main Sources of Entity's Cash and Resources

Membership fees and conferences (although conference is every second year).

#### Main Methods Used by Entity to Raise Funds

- Membership fees and conference
- We run webinars, however these are either additional charges to attendees or included in membership fees.

#### Entity's Reliance on Volunteers and Donated Goods or Services

- 90% reliance on volunteers
- No goods donated

- Services include range of advisory services focusing on society development, industry updates.

**Registered Office Address**

HASANZ, Suite 6, 108 The Terrace, Wellington Central, Wellington, 6011, NZ.

# Approval of Financial Report

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

The Committee are pleased to present the approved financial report including the historical financial statements of Human Factors and Ergonomics Society of New Zealand for year ended 31 March 2025.

APPROVED



Stephven Kolose  
Chair Person

Date Jul 8, 2025 .....



Dan Nathan-Roberts (Jul 9, 2025 00:07 PDT)

Dan Nathan-Roberts  
Treasurer

Date Jul 9, 2025 .....

# Statement of Service Performance

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

'What did we do?', 'When did we do it?'

Human Factors & Ergonomics Society of NZ is a membership society which was established for the benefit of its members to be a supportive group with New Zealand.  
The Society has its members based all over New Zealand.  
The Administrators is based in Rolleston, Canterbury.  
The Committee are also based all over NZ and conduct their committee meetings virtual on Microsoft Teams.

### Description of Entity's Outcomes

The Human Factors and Ergonomics Society of New Zealand:

- Promotes the application of human/ factors/ ergonomics knowledge
- Advances human factors/ ergonomics research, education, public awareness and professional standards.

Society Outcomes are:

- Increasing membership (including continuous improvement of member benefits)
- Raise awareness of HFE
- Develop the industry within NZ

### Description and Quantification of the Entity's Outputs

- Final progress on the HASANZ/WorkSafe NZ funded Workforce Development Project. This project has now been completed.
- 5 committee meetings held from April 2024 to March 2025
- 4 newsletters during April 2024 to March 2025 <https://hfesnz.org.nz/newsletter/>
- Special interest groups – 1 webinars held via Microsoft Teams with up to 25-40 attendees

### Additional Output Measures

Membership has increased slightly from 101 to 113 due to increased student members from the previous year.

2025

### Membership subscriptions for 2024/2025

General members	64
Associate members	6
Professional members	16
Student members	13
Technical members	3
Life members	11
<b>Total Membership subscriptions for 2024/2025</b>	<b>113</b>

# Statement of Financial Performance

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

'How was it funded?' and 'What did it cost?'

	NOTES	2025	2024
<b>Revenue</b>			
<b>Membership fees and subscriptions</b>			
Membership fees		15,619	16,332
Prof Membership Application Fees		65	-
<b>Total Membership fees and subscriptions</b>		<b>15,684</b>	<b>16,332</b>
<b>Revenue from providing goods or services</b>			
Conference/Seminar Income		120	27,805
HASANZ Funding Received		15,652	-
<b>Total Revenue from providing goods or services</b>		<b>15,772</b>	<b>27,805</b>
<b>Other revenue</b>			
Other Revenue		2,400	1,600
<b>Total Other revenue</b>		<b>2,400</b>	<b>1,600</b>
<b>Total Revenue</b>		<b>33,856</b>	<b>45,737</b>
<b>Expenses</b>			
<b>Costs related to providing goods or service</b>			
Advertising / Promotion / HASANZ		593	1,000
Bad Debts Written Off		662	-
Bank Fees		76	187
CIEHF Annual Licence Fee		1,039	-
Conference/Seminar expenses		5,473	23,160
HASANZ Representation		1,000	2,000
IEA Dues		-	551
IEA Representation		586	-
Postage		-	30
Subscriptions		7,569	4,891
<b>Total Costs related to providing goods or service</b>		<b>16,996</b>	<b>31,819</b>
<b>Other expenses</b>			
Administration		19,505	10,336
Consulting & Accounting		750	635
<b>Total Other expenses</b>		<b>20,255</b>	<b>10,971</b>
<b>Total Expenses</b>		<b>37,251</b>	<b>42,790</b>
<b>Surplus/(Deficit) for the Year</b>		<b>(3,395)</b>	<b>2,947</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



# Statement of Financial Position

## Human Factors and Ergonomics Society of New Zealand As at 31 March 2025

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2025	31 MAR 2024
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and short-term deposits</b>			
HFESNZ 00		53,411	54,734
<b>Total Cash and short-term deposits</b>		<b>53,411</b>	<b>54,734</b>
Accounts Receivables		420	644
Goods and services tax		623	1,285
<b>Total Current Assets</b>		<b>54,454</b>	<b>56,663</b>
<b>Total Assets</b>		<b>54,454</b>	<b>56,663</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses		1,307	122
<b>Total Current Liabilities</b>		<b>1,307</b>	<b>122</b>
<b>Total Liabilities</b>		<b>1,307</b>	<b>122</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>53,146</b>	<b>56,541</b>
<b>Accumulated Funds</b>			
Accumulated surpluses (or deficits)		53,146	56,541
<b>Total Accumulated Funds</b>		<b>53,146</b>	<b>56,541</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Cash Flows

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

	2025	2024
<b>Cash Flows from Operating Activities</b>		
Receipts from providing goods or services	31,651	46,064
Cash receipts from other operating activities	2,400	1,600
GST	846	(6)
Payments to suppliers and employees	(36,220)	(42,803)
<b>Total Cash Flows from Operating Activities</b>	<b>(1,323)</b>	<b>4,854</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>(1,323)</b>	<b>4,854</b>
<b>Bank Accounts and Cash</b>		
Opening cash	54,734	49,879
Net change in cash for period	(1,323)	4,854
Closing cash	53,411	54,734

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Accounting Policies

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

'How did we do our accounting?'

### Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting- Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

### Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST).

### Income Tax

Human Factors and Ergonomics Society of New Zealand is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Received and Cash Paid comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

# Notes to the Performance Report

## Human Factors and Ergonomics Society of New Zealand For the year ended 31 March 2025

	2025	2024
<b>1. Analysis of Receipts</b>		
<b>Sale of goods or services (commercial activities)</b>		
Conference/Seminar Income	120	30,292
HASANZ Funding Received	15,652	-
Membership fees	15,814	15,772
Prof Membership Application Fees	65	-
<b>Total Sale of goods or services (commercial activities)</b>	<b>31,651</b>	<b>46,064</b>
<b>Other receipts</b>		
Other Revenue	2,400	1,600
<b>Total Other receipts</b>	<b>2,400</b>	<b>1,600</b>
	2025	2024
<b>2. Analysis of Payments</b>		
<b>Costs related to sale of goods or services (commercial activities)</b>		
Advertising / Promotion / HASANZ	593	1,000
Bad Debts Written Off	662	-
Bank Fees	76	187
CIEHF Annual Licence Fee	1,039	-
Conference/Seminar expenses	4,560	23,160
HASANZ Representation	1,000	2,000
IEA Dues	-	551
IEA Representation	586	-
Postage	-	44
Subscriptions	7,416	4,924
<b>Total Costs related to sale of goods or services (commercial activities)</b>	<b>15,930</b>	<b>31,867</b>
<b>Other operating payments</b>		
Administration	19,540	10,301
Consulting & Accounting	750	635
<b>Total Other operating payments</b>	<b>20,290</b>	<b>10,936</b>
	2025	2024
<b>3. Cash Received or Paid for Other Activities</b>		
<b>Loans and borrowings</b>		
Opening Balance	56,087	51,226
<b>Total Loans and borrowings</b>	<b>56,087</b>	<b>51,226</b>
<b>GST</b>		

Opening Balance	(1,353)	(1,347)
GST	846	(6)
<b>Total GST</b>	<b>(507)</b>	<b>(1,353)</b>

	2025	2024
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#### 4. Bank accounts and cash

HFESNZ 00	53,411	54,734
<b>Total Bank accounts and cash</b>	<b>53,411</b>	<b>54,734</b>

#### 5. Commitments

There are no commitments as at 31 March 2025 (Last year - nil).

#### 6. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2025 (Last year - nil).

#### 7. Related Parties

There were no transactions involving related parties during the financial year (Last year - Nil).

#### 8. Events After the Financial Year End

There were no events that have occurred after the financial year end that would have a material impact on the Performance Report (Last year - nil).

#### 9. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

<b>Taxable income</b>	<b>0.00</b>
Tax on taxable income	0.00
<b>2025 Residual Tax to Pay</b>	<b>0.00</b>

2026 Provisional Tax

2025 residual income tax does not exceed \$5,000.00.  
Therefore, there is no 2026 provisional tax payable.

Payment Schedule

	1st Inst. 28/10/25	Terminal 07/04/26	2nd Inst. 07/05/26	Total
2025 Residual Tax to Pay		0.00		0.00
Amounts Due	0.00	0.00	0.00	0.00

## Summary of IRD transmission

10	Residential income indicator	
10A	Gross residential rental income	0.00
10B	Net bright line profit	0.00
10C	Other residential income	0.00
10D	Total residential income	0.00
10E	Residential rental deductions	0.00
10F	Excess residential rental deductions brought forward	0.00
10G	Residential rental deductions claimed	0.00
10H	Net residential income	0.00
10I	Excess residential rental deductions carried forward	0.00
11A	Interest incurred	0.00
11B	Interest expense claimed	0.00
12	Property profit loss	0.00
13	Net profit/loss - Friendly society	0.00
14	Interest - Sport/Racing club	0.00
14A	Dividends - Sport/Racing club	0.00
14B	Māori authority dist – Sport/Racing clubs	0.00
14C	Other income - Sport/Racing club	0.00
15	Interest - Other clubs and societies	0.00
15A	Dividends - Other clubs and societies	0.00
15B	Māori authority dist–other clubs/societies	0.00
15C	Other income – Other clubs and societies	0.00
15E	Exemption for non-profit bodies	0.00
17	Donations deduction amount	0.00
19	Losses brought forward	0.00
<b>20</b>	<b>Taxable income</b>	<b>0.00</b>

## Tax calculation

21	Tax on taxable income	0.00
21A	Overseas tax paid	0.00
21C	Total dividend imputation credits	0.00
21D	Excess imputation credit bought forward	0.00
21G	RWT tax credits	0.00
21I	Other tax credits	0.00
RDBF	Non-refundable R&D tax incentive credits brought forward	0.00
RDN	Non-refundable R&D tax incentive credits	0.00
RDR	Refundable R&D tax incentive credits	0.00
<b>21J</b>	<b>Residual income tax</b>	<b>0.00</b>
	Debit or credit indicator	Debit
21L	Refund or tax to pay	0.00
	Refund or tax to pay indicator	To Pay

## Refund

22A	Transfer to 2026 provisional tax	0.00
22B	Year to be transferred to	
22C	Transfer to other client	0.00
23	provisional commencement date	
24	Provisional tax option	Standard
24A	2026 provisional tax payable	0.00

## Disclosures

8	Is the club or society incorporated?	No
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**Summary of client information (this is not transmitted to IRD)**

IRD Number	049-823-215
Name	Human Factors and Ergonomics Society of New Zealand
Postal address	9 Shillingford Boulevard Rolleston
Suburb and city	Rolleston 7615 New Zealand
Street address	9 Shillingford Boulevard Rolleston
Suburb and city	Rolleston 7615 New Zealand
Contact phone number	0272636310
Account name	
Bank account number	
Commencement date of Club or Society.	

**Inland Revenue privacy statement**

Meeting your tax obligations means giving Inland Revenue accurate information so they can assess your liabilities or your entitlements under the Acts they administer. They may charge penalties if you don't. Inland Revenue may also exchange information about you with: some government agencies, another country if they have an information supply agreement with them, Statistics New Zealand (for statistical purposes only). If you ask to see the personal information Inland Revenue hold about you, they will show you and correct any errors, unless they have a lawful reason not to. Call Inland Revenue on 0800 377 774 for more information. For full details of Inland Revenue's privacy policy go to [www.ird.govt.nz](http://www.ird.govt.nz) (keyword: privacy).

**Declaration**

The information in this return is true and correct and represents my assessment for the year ended 31 March 2025 as required under the Tax Administration Act 1994

**Signature:**



**Date:**

Jul 8, 2025

This hard copy or electronic version must be retained.



<b>Taxable income</b>	<b>0.00</b>
Tax on taxable income	0.00
<b>2024 Residual Tax to Pay</b>	<b>0.00</b>

2025 Provisional Tax

2024 residual income tax does not exceed \$5,000.00.  
Therefore, there is no 2025 provisional tax payable.

Payment Schedule

	1st Inst. 28/10/24	Terminal 07/04/25	2nd Inst. 07/05/25	Total
2024 Residual Tax to Pay		0.00		0.00
Amounts Due	0.00	0.00	0.00	0.00

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10A	Gross residential rental income	0.00
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10E	Residential rental deductions	0.00
10F	Excess residential rental deductions brought forward	0.00
10G	Residential rental deductions claimed	0.00
10H	Net residential income	0.00
10I	Excess residential rental deductions carried forward	0.00
11A	Interest incurred	0.00
11B	Interest expense claimed	0.00
12	Property profit loss	0.00
13	Net profit/loss - Friendly society	0.00
14	Interest - Sport/Racing club	0.00
14A	Dividends - Sport/Racing club	0.00
14B	Māori authority dist – Sport/Racing clubs	0.00
14C	Other income - Sport/Racing club	0.00
15	Interest - Other clubs and societies	0.00
15A	Dividends - Other clubs and societies	0.00
15B	Māori authority dist–other clubs/societies	0.00
15C	Other income – Other clubs and societies	0.00
15E	Exemption for non-profit bodies	0.00
17	Donations deduction amount	0.00
19	Losses brought forward	0.00
<b>20</b>	<b>Taxable income</b>	<b>0.00</b>

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21A	Overseas tax paid	0.00
21C	Total dividend imputation credits	0.00
21D	Excess imputation credit bought forward	0.00
21G	RWT tax credits	0.00
21I	Other tax credits	0.00
RDBF	Non-refundable R&D tax incentive credits brought forward	0.00
RDN	Non-refundable R&D tax incentive credits	0.00
RDR	Refundable R&D tax incentive credits	0.00
<b>21J</b>	<b>Residual income tax</b>	<b>0.00</b>
	Debit or credit indicator	Debit
21L	Refund or tax to pay	0.00
	Refund or tax to pay indicator	To Pay

### Refund

22A	Transfer to 2025 provisional tax	0.00
22B	Year to be transferred to	
22C	Transfer to other client	0.00
23	provisional commencement date	
24	Provisional tax option	Standard
24A	2025 provisional tax payable	0.00

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Contact phone number	0272636310
Account name	
Bank account number	
Commencement date of Club or Society.	

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**Declaration**

The information in this return is true and correct and represents my assessment for the year ended 31 March 2024 as required under the Tax Administration Act 1994

**Signature:**



**Date:**

Jul 8, 2025

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