

**AFRICA CENTRE OF EXCELLENCE IN PHYTOMEDICINE RESEARCH AND DEVELOPMENT  
UNIVERSITY OF JOS**

**DATE: 13<sup>th</sup> May, 2016**

**KEY INFORMATION ON THE PROJECT**

Project Name and State	ACE in Phytomedicine and Research Development/Plateau
Project ID	ACE 033
IDA Credit/Grant No.	
Implementing Agency	University of Jos
Effectiveness Date	July 2015
Closing Date	2018 June
Credit/Grant Amount	\$7,900,000.00
Project Duration	4 years
Remaining Period to Closing	3 1/4 years
Disbursed Amount to date & Percentage	₦147,172,326.55 (10%)
Period Covered by Review	January – March 2016
Internal Auditor	Njin, Naansel Paul

**EXECUTIVE SUMMARY**

Audit of the centre's activities was carried out as they were performed. Records checked include:

1. Payment Vouchers
2. Journal Vouchers
3. Bank Statements and Reconciliation
4. Implementation plan

**KEY FINDINGS**

1. A large series of activities were not carried out during the period (Action Plans 1-6). This has delayed project implementation.
2. The Variances for the period were not computed.
3. A significant number of advances remain unretired.
4. Project funds are used for the purpose intended.

**IA REVIEW**

- The variances for the quarter January – March 2016 are yet to be computed .

- The approval of the work plan for the quarter is still being awaited. This will have a negative impact on the achievement of project objective as activities to be carried out within the quarter have been delayed.
- The project fund is not yet included in the University budget.
- The budget committee is still not operational.

### **RECOMMENDATIONS**

- The computation of variances should be done and sent to the Internal Auditor within 3 (three) weeks from the end of each quarter.
- The work plan should be prepared early to avoid delay of project activities.
- The Budget committee should as a matter of urgency be given terms of reference to make it operational to promote the achievement of project objectives. OR the Budget Monitoring Committee of the University be engaged for this purpose.

### **MANAGEMENT RESPONSE**

**-Recommendation noted.**

**-The Budget Monitoring Committee of the university is welcome.**

**-The work plan has been prepared and submitted for approval.**

### **ACCOUNTING**

- The system of Accounting is adequate and is functioning well. The ACE project is not yet integrated with the University's Accounting package (SAGE ERP 1000).
- Project books of account and accounting records were adequately kept.
- The erroneous debit of N230,073.50 by the bank in the last quarter has been reversed.
- Pre-payment audit was carried out during the period. Vouchers had adequate supporting documents.
- External Audit of the project account is yet to be carried out.
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### **RECOMMENDATION**

- The integration of the project's financial activities with the University's system (Sage ERP 1000) is long overdue. The Consultant should be contacted urgently to carry out this activity.
- The External Auditors should be contacted to carry out the audit of the project activities.

- The project account should be transferred to the Central Bank in line with the Federal Government Policy of Treasury Single Account.

#### **MANAGEMENT RESPONSE**

- The integration of the projects financial activities with the University system is ongoing.
- Negotiation is ongoing with the University's External Auditors.
- Management has submitted a letter to the Accountant General of the Federation to open the project account with the Central Bank. Response is being awaited.

#### **INTERNAL CONTROLS**

- Prepayment audit is still being carried on.
- The Audit committee is not yet functional.
- Some advances were still unretired at the end of the quarter.

#### **UNRETIRED ADVANCES**

<b>DOA</b>	<b>NAME</b>	<b>AMOUNT =N=</b>	<b>PURPOSE</b>
23/09/15	Prof. J. Aguiyi	413,132.00	Association of Pharmacists in America
16/12/15	Lucy Peter Yayu	29,700.00	Re-installation of damage ceiling
21/12/15	Yakubu Gomos	50,000.00	Media & Comm. Advert
21/12/15	Annayi Kibadau Nimyel	267,160.00	Renewal of VISA for foreign students
22/12/15	Ayuba Anzaku G.	56,650.00	Const. of doors for P.G. classes
26/11/15	Organiza Sattong	630,000.00	Air tickets to Lome
12/02/16	Olufemi Domkap	346,800.00	Dros Africa Workshop
12/02/16	Ewaoche A. E.	83,000.00	Const. of Burglars for e-learning class
22/02/16	Kollo John	554,993.40	Dros Africa Workshop (Air Ticket)
22/02/16	Naomi Embaga	721,000.00	International Research Conference
22/02/16	Isa Mallo	41,450.00	International Research Conference
23/02/16	Kparevzua Priscilla	131,000.00	International Research Conference
14/03/16	Prof. J. C. Aguiyi	51,500.00	Training

#### **RECOMMENDATIONS**

- Project Assets should be insured to forestall any unexpected losses.
- The Audit committee should be given terms of reference to enable them commence work.
- Those with outstanding advances should be written to immediately retire or deductions would commence within a week of notifying them.

- Staff with unretired advance should not be granted another advance.

#### MANAGEMENT RESPONSE

Every project asset is insured

The audit committee is awaiting invitation from the Centre at the end of the second quarter.

#### FUNDS FLOW

-IDA funds were received July 31<sup>st</sup> 2015.

Receipts during the period for workshop and conference amounted to N759,000.00.....

- Statement of Expenditure is attached.

#### FINANCIAL REPORTING

- The Reports generated were prepared using World Bank templates.

#### RECOMMENDATION

- Reports should be prepared and submitted within 3 (three weeks) after the end of each quarter.

#### EXTERNAL AUDIT

- The external audit is yet to be carried out.

#### PROCUREMENT ACTIVITIES

- No procurement was made within the period under review. Procurement activities were being processed during the period under review.

#### PERSONS MET IN COURSE OF Review

1. Project Accountant
2. Procurement Officer
3. Project Administrator.

**Sign: Njin, Naansel Paul**  
**Internal Auditor**