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BOSOME FREHO DISTRICT ASSEMBLY RECEIVED DATE 10-05-2021 BOX 365, KONONGO-ASH.

AUDIT SERVICE

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AUDIT SERVICE GHANA

Good Governance and Accountability

P. O. Box 76

Bekwai-Ashanti

25 February, 2021

The District Chief Executive
Bosome Freho District Assembly
Asiwa- Ashanti

MANAGEMENT LETTER ON THE AUDIT OF THE ACCOUNTS OF BOSOME FREHO DISTRICT ASSEMBLY –DISTRICT ASSEMBLY COMMON FUND (DACF) & MP's COMMON FUND) FOR THE PERIOD 01 JANUARY TO 31 DECEMBER 2020

Introduction

We have, in accordance with the statutory mandate in Article 187 (2) of the Constitution and section 11 (1) of Act 584 (Audit Service Act, 2000), conducted our maiden audit on the accounts and other related records of the Bosome Freho District Assembly-Common Fund (DACF & MP Common Fund) for the Period 01 January to 31 December 2020.

2. We submit, for your comments and necessary action, the following observations made during the audit. The observations were discussed with management whose responses were taken into account in the writing of this report.

3. Further, in line with Section 29(1) of the Audit Service Act, 2000, we look forward to receiving your reply within 30 days on your receipt of this report.

4. Your failure to provide responses to this Management Letter within 30 days will compel the Auditor-General to withhold your emoluments and allowances in accordance with Section 29(2) of Act 584.

Approved
18/05/202

Key Management personnel

5. The following personalities were responsible for the administration and the financial operations of the Assembly during the period covered by the audit:

Name	Designation	Period
Hon. Yaw Danso	District Chief Executive	01/01/20 - 31/12/20
Mr. Samuel Kyei-Baffour Frimpong	Dist. Co-ordinating Director	01/01/20 - 31/12/20
Mr. Issah Ewuntomah	District Finance Officer	01/01/20 - 31/12/20
Mr. James Boafo	District Planning Officer	01/01/20 - 31/12/20
Mr. Jesse A. Ampong	District Budget Analyst	01/01/20 - 31/12/20
Mr. Terry Budu	District Works Engineer	01/01/20 - 31/12/20
Miss Fatima Ibrahim	District Internal Auditor	01/01/20 - 31/12/20
Mr. Smith Sitsofe Tsevi	Dist. Procurement Officer	01/01/20 - 31/12/20

Audit Objectives

6. The accounts were examined to ascertain whether:

(a) The accounts have been properly kept;

(b) All public moneys have been fully accounted for, and the rules and procedures applicable are sufficient to secure an effective check on the assessment and collection.

(c) Essential records are maintained and the rules and procedures applied are sufficient to safeguard and control public property.

Scope of Audit

7. The scope of audit was financial and operational in nature and covered the period from 1 January 2020 to 31 December 2020. The audit was performed to ensure that financial data was properly recorded and adequate operational procedures exist in the cash receipt function. Our audit includes cash management, procurement, contract and project management as well as validation of financial statements.

Methodology

8. The methodology adopted was in accordance with the standards for an applicable laws and regulations and include reviewing and documenting relevant systems to establish the design and operation, effectiveness of procedures.

9. We evaluated the adequacy and appropriateness of accounting procedures and practices to ascertain whether accounting transactions were accurate, complete and

fully disclosed in the record of the Assembly. We also interviewed officers involved in the financial and administration functions of the Assembly to gather our audit evidence.

Audit criteria

10. We derived our audit criteria, norms and standards from sources such as the Local Governance Act, 2016 (Act, 936), Financial Memoranda (FM) for MMDAS, Value Added Tax Act 2012 (Act 870), Public Procurement (Amendment) Act (PPA), 2016 (Act, 914) Income Tax Act 2015, (Act 896) Public Financial Management Act, 2016 (Act, 921), (Act, 896) Ministry of Finance Store Regulations (SR), 1984 and Generally Accepted Accounting Principles (GAAP). We also relied on the Audit Service Act, 2000 (Act, 584), Audit Service Financial and Risk Based Audit Manual, INTOSAI and International Standards on Auditing (ISA).

Limitation of responsibility

11. We reviewed the systems and controls operated by Key Management Personnel over the DACF and other funds only to the extent we considered necessary for the effective performance of the audit. As a result, our review may not have detected all weaknesses that exist or improvements that could be made.

12. We have prepared this report solely for use by Bosome Freho District Assembly and for use by Parliament, the Ministry of Local Government and Rural Development and the Local Government Service Secretariat. Its contents should not be disclosed to any other party without our consent. We shall not accept any responsibility for reliance the other party might place upon it.

Internal Control

13. Controls instituted were quite adequate except some few lapses that have been identified in the subsequent paragraphs.

Summary of Significant Findings and Recommendations

14. Our audit disclosed that due to instable network connectivity, 104 out of 221 DACF payment vouchers valued at GH¢1,733,168.97 were processed manually outside Ghana Integrated Financial Management Information System (GIFMIS). We recommended that the Municipal Co-ordinating Director, Mr. Kyei-Baffour Fimpong should ensure that DACF payments processed through the GIFMIS platform.

15. Management concluded and paid for goods, works and services before preparing the required expenditure warrants to support the transactions and to

rectify this, warrants were belatedly prepared for periods ranging between eleven days and twelve months after effecting the related payments. We recommended that, the District Co-ordinating Director, Mr. Kyei-Baffour and the DFO, Ewuntomah should ensure that no payment is effected without an authorized expenditure warrant.

16. Our audit disclosed that management used honour certificates instead of third party records to acquit two payment vouchers totalling GH¢54,620.00 in respect of Cocoa nursery projects purportedly executed in the District. We urged management to procure from suppliers where official receipts could be obtained and take further step to restrict use of honour certificates to minor transactions whose aggregate values would not exceed GH¢500.00.

17. Contrary to Part IX Paragraph 14 of the Financial Memoranda for District Assemblies, our audit disclosed that the District Finance Officer disregarded information quoted on a supplier's invoice, or actual amount due as contained in the procurement records and made payments in excess of the amounts actually due and payable by GH¢12,750.00. We recommended that in absence of any records in support of additional transaction with the supplier, the overpayment of GH¢12,750.00 should be recovered immediately from the payee.

18. Our review of the MP's Common fund disclosed that the Assembly paid DCD/Victory JA Construction Ltd an amount of GH¢25,733.52 for 600 bags of cement without records of receipts, storage and uses of the items procured due to store control weaknesses. We recommended that the original applications, authorized requisitions and specific project profile including pictorial or hard evidence should be provided to authenticate the transactions.

Details of Significant Findings and Recommendations

A. FUND ACCOUNTABILITY AND BUDGET PERFORMANCE

Financial and Budget Performance Report

19. The financial records showed that between January and December 2020, the Assembly received a total amount of GH¢2,526,069.16 in respect of Assembly's Share of DACF, DACF COVID-19, MP's Common Fund etc. against a budgeted estimate of GH¢4,416,391.37. The amount received represented 57% of the estimated figure.

20. The Assembly however incurred a total expenditure of GH¢2,540,866.37 representing 101% of the revenue receipt or fifty-eight per cent of the

corresponding budget estimate of GH¢4,416,391.37. Details are indicated in the table below:

Details	Budget Estimate	Actual Amount	Budget Performance (*Actual/Budget*100*)
Revenue	**GH¢**	**GH¢**	**%**
Assembly's Share of DACF	3,747,909.41	*1,777,553.96	47
DACF COVID-19	-	50,000.00	
DACF COVID-19 Water Project	-	166,280.00	
DACF - DPAT	-	59,476.19	
MP's Share	450,000.00	321,412.27	71
DACF- PWD	200,000.00	143,445.36	72
HIV/AIDS	18,481.96	7,901.38	43
Total Revenue	**4,416,391.37**	**2,526,069.16**	**57**
Expenditure			
Assembly's Share of DACF	3,747,909.41	2,294,945.10	61
MP's Share	450,000.00	42,546.52	9
DACF- PWD	200,000.00	196,399.75	98
HIV/AIDS	18,481.96	6,975.00	38
Total Expenditure	**4,416,391.37**	**2,540,866.37**	**58**

**These amounts exclude payment of transactions effected through source deduction by the Administrator of District Assembly Common Funds.*

21. The succeeding paragraphs contain infractions or irregularities associated with the receipt and utilisation of the DACF and other related funds as tabulated from above.

B. SYSTEM OF ACCOUNTING AND INTERNAL CONTROL

Manual Processing of Financial Transactions outside the GIFMIS Platform

22. Our audit disclosed that even though the Assembly was set up on the GIFMIS Platform, 104 out of 221 DACF payment vouchers valued at GH¢1,733,168.97 were processed manually outside Ghana Integrated Financial Management Information System (GIFMIS).

23. This infraction contradicts regulation 83(1a&b) of PFMR, 2019 (L.I. 2378) which require that all payments for expenditure of a covered entity shall be made through the Ghana Integrated Financial Management Information System by electronic funds transfer to third parties or system cheques or other electronic means of withdrawal in respect of imprest recoupment or allowances.

24. Inadequate internet connectivity was assigned as the cause of this lapse.

25. The effect is that management could exceed budget estimates or misapply funds for unplanned activities.

26. We recommended that the Municipal Co-ordinating Director, Mr. Kyei-Baffour Frimpong should ensure that DACF payments are processed through the GIFMIS platform.

27. Management accepted this observation and stated that the challenge about internet connectivity would be addressed.

Belated Issue of Expenditure Warrants

28. Our audit disclosed that management paid for goods, works and services before preparing the required expenditure warrants to support the transactions. We noted that it took management between eleven days and twelve months to prepare warrants after effecting the related payments. We listed only ten of these transactions for ease of reference in the table below;

Date	Warrant Date	PV NO.	Warrant No.	Particulars	Payee	PV Amount
21/05/20	03/06/20	38/05 (536252)	20450108	Part payment for the Construction of 2 bedroom semi-detached staff quarters at Asiwa	Osbel Enterprise Ltd	19,000.00
21/05/20	03/06/20	32/05 (536059)	20450208	Rice Milling Machine (2)	PAKGHANA Company Ltd	23,280.00
11/08/20	15/10/20	21/08/20 (667424)	20525165	2021 Composite Budget Preparation & Presentation	DCD	24,158.00
20/01/20	06/05/20	10/01	2043380	Reshaping of Feeder Road	Grotoso Ent.	28,500.00

08/01/20	08/04/20	01/01 (480782)	20423311	Const. of 1No. 6-unit classroom block	K.K. Yaro Ent.	30,000.00
11/08/20	15/10/20	22/08/20	20525170	Part payment for the Construction of 3- unit classroom block with office & store & 2 seater KVIP for R.C J.H.S Amentubuom	Champion Man Company Ltd	30,000.00
21/05/20	03/06/20	35/05 (536266)	20450156	Part payment for the Construction of 1 No office block for Agric. Directorate	KK YARO ENT.	38,000.00
27/04/20	15/05/20	07/04 (689291)	2043772	Renovation of old Assembly Block & Isolation	Ecosky Construction Ltd	42,575.00
11/05/20	03/06/20	01/05(536 399)	20450314	Drilling & Mechanization of 2No. Boreholes at Tebesso & Nsuta	Aduanaba D.O.G Multi Ventures	46,904.40
12/08/20	15/10/20	30/08/20	20525178	Pavement of Asiwa Lorry Park with Ticket Post	K.K Yaro Company Ltd	50,000.00
	10 PVs			**Total**		**332,417.4**

29 This omission contradicts Paragraph 66(1) of the Accounting Manual for MMDAs of public officers under the Ghana Integrated Financial and Management Information System (GIFMIS) which requires budget officers of MMDAs to prepare expenditure warrant certified and authorized by both DCDs and DCEs before the preparation of payment vouchers.

30. The infraction has been worsened by internal control weakness on payment procedures due to control override by top management (the District Co-ordinating Director, Mr. Kyei-Baffour and the MFO, Ewuntomah) and the Budget Officers are often called upon to remedy the situation after payments have been effected.

31. Under this condition, wrong classification of expenditure incurred in the books of account, budget overruns and diversion of funds for unbudgeted transactions would be difficult to prevent.

32. We recommended that, the District Co-ordinating Director, Mr. Kyei-Baffour and the DFO, Ewuntomah should ensure that no payment is effected without an authorized expenditure warrant.

33. Management stated that internet connectivity disabled them from preparing and printing expenditure warrants before authorizing payment vouchers and added that efforts are being made to improve upon the network challenges.

C. CASH MANAGEMENT

Misuse of Honour Certificates- GH¢54,620.00

34. Part IX Paragraph 14 of the Financial Memoranda for District Assemblies states, "Official receipts shall be obtained in support of payments to Government Departments, State Enterprises and other Assemblies."

35. Despite this requirement, our audit disclosed that management used honour certificates to acquit two payment vouchers totaling GH¢54,620.00 in respect of Cocoa nursery projects purportedly executed in the District. Also Management did not maintain attendance/ time sheets for daily wages paid, store records of the stores procured and distribution list of the cocoa seedlings to support the occurrence of these transactions.

36. We noted that these honour certificates were rather provided by the same officers responsible for initiating and authorizing the expenditures instead of the third parties responsible for supplying the items procured. The table below contains the two transactions involved.

Date	PV No.	Cheque No.	Particulars	Payee	P.V. Amount	Honour Cert Value
21/05/20	23/05 (501705)	000902	Carrying out Cocoa Nursery Project	DCD	27,520.00	26,920.00
15/10/20	02/10/20	000724	Cocoa Nursery Project across the District	Samuel Addae	27,700.00	27,700.00
	02 PVs		Total		**55,220.00**	**54,620.00**

37. The use of honour certificates for third party payments evade full accountability.

38. The above condition predisposes the financial resources of the Assembly to manipulation as prices and quantities of goods purportedly procured would be difficult to confirm.

39. We recommended that the transactions totalling GH¢54,620.00 should be properly authenticated appropriately with official receipts, attendance/ time sheets for daily wages paid, store records and distribution list of stores procured, failing which, the amount involved would be disallowed and surcharged against both the DCD, Mr. Kyei-Baffour Frimpong and the DFO, Mr. Ewuntomah in accordance with Section 17 of the Audit Service Act, 2000 (Act 584).

40. We further urged management to procure from suppliers where official receipts could be obtained and take further step to restrict use of honour certificates to minor transactions whose aggregate values would not exceed GH¢500.00.

41. Management responded that the necessary documents would be provided for audit inspection but these records have not been provided at the time of issuing this report.

Payment in Excess of Amount Actually Due and Payable - GH¢12,750.00

42. Part IX Paragraph 14 of the Financial Memoranda for District Assemblies states, "Payment Vouchers shall be certified by the officer authorized by the Assembly to incur the expenditure and an officer certifying a voucher thereby certifies to the accuracy of every detail therein."

43. We noted on a payment voucher Number [11/12/20 (690909)] dated 22/12/2020 that the amount actually due and payable as corroborated by a supplier's invoice amounted to GH¢47,250.00 but the District Finance Officer overstated this claim to GH¢60,000.00 and paid same to the District Co-ordinating Director, who was not the supplier.

44. We attributed the omission to management's failure to exercise due diligence over the payment cycle and to ensure completeness of the procurement function of the Assembly before effecting payment.

45. In the above circumstance, we could not authenticate the complete occurrence of this expenditure hence a financial loss to the Assembly.

46. We recommended that in absence of any records in support of additional transaction with the supplier, the overpayment of GH¢12,750.00 should be recovered immediately from the payee, failing which, the DCD, Mr. Kyei-Baffour Frimpong and the DFO, Mr. Ewuntomah should be held liable to refund the amount involved in accordance with Article 187 (7) of the 1992 Constitution of Ghana.

47. We also advised the DFO to ensure that payment vouchers are prepared based upon approved records or information contain in the attachments, and should observe pre-auditing as a detection control before payments are made.

48. Management did not respond to this observation.

MP's COMMON FUNDS

Goods and Services Procured not accounted for –GH¢25,733.52

49. Section 52(1) of the PFMA 2016, Act 921 states that a Principal Spending Officer of a covered entity, state owned enterprise or public corporation shall be responsible for the assets of the institution under the care of the Principal Spending Officer and shall ensure that proper control systems exist for the custody and management of assets.

50. In addition to this .Regulation 79(1a) of the PFMR, 2019 (L.I 2378) requires that a principal spending officer should on completion of works, the supply of goods or services, prepare a certification statement in respect of works and stores received, that indicates the quantity and particulars of the works and supply.

51. Our review of the MP's Common fund disclosed that the Assembly paid DCD/Victory JA Construction Ltd an amount of GH¢25,733.52 vide PV No 537684 dated 20/5/20 in respect of 600 bags of cement procured to be distributed to 11 communities but records of receipts, storage and uses of the items could not be provided by Management despite several efforts made to getting them for audit inspection.

52. In a related development, a list marked. "ESBA" attached to the payment voucher as beneficiaries of the 600 bags of cement distributed had no physical evidence or records of how the respective items have been utilized.

53. The above infraction occurred because key actors responsible for store accountability reneged on their duties.

54. Management under the current situation could not provide approved application, authorized requisition and specific project profile or status for the 600 bags of cement allocated to the 11 communities.

55. As a result of this, we could not determine whether the store items were really procured and used in the interest of the Assembly.

56. We recommended that the original applications, authorized requisitions and specific project profile including pictorial or hard evidence should be provided to authenticate the transaction, failing which, the DCD, Mr. Kyei Baffour Frimpong would be held liable to refund the amount of GH¢25,733.52 in accordance with Article 187(7) of the 1992 Constitution of Ghana.

C. UTILIZATION OF DACF

57. During the year under review, the Assembly received a net DACF amount of GH¢1,777,553.96 out of a total gross DACF amount of GH¢2,469,161.07 allocated to the Assembly. An amount of GH¢691,607.10 was deducted at source in respect of Fumigation services, NALAG Dues, Sanitation Improvement Package, and HIV/AIDS. Details are provided in the table below;

Details	2019	2020				
DACF	4th Qtr. (GH¢)	1st Qtr. (GH¢)	2nd Qtr. (GH¢)	3rd Qtr. (GH¢)	Supplementary (GH¢)	Total GH¢
Gross Releases	493,841.87	395,063.84	395,063.84	395,063.84	790,127.68	2,469,161.07
Deductions:						
Fumigation	50,312.50	50,312.50	50,312.50	50,312.50	100,625.00	301,875.00
NALAG Dues	1,580.29	1,264.20	1,264.20	1,264.20	2,528.40	7,901.29
SIP	53,187.50	53,187.50	53,187.50	53,187.50	106,375.00	319,125.00
COVID-19	50,000.00					50,000.00
HIV/AIDS	2,469.21	1,975.32	1,975.32	1,975.32	3,950.64	12,345.81
Cash Book	360.00					360.00
Total Deductions	157,909.50	106,739.52	106,739.52	106,739.52	213,479.04	691,607.10
Net Releases	335,932.36	288,324.32	288,324.32	288,324.32	576,648.64	1,777,553.96
MP's Common Funds						
Gross Releases						-
Total Deductions						-
Net Releases	78,524.13	110,077.29	65,490.58	67,320.27	-	321,412.27

58. With respect to MP's Common Funds, a total amount of GH¢321,412.27 have been received on behalf of the Member of Parliament for Asiwa Constituency with no deduction at source. The significant issues relating to deductions at source are discussed in the succeeding paragraphs.

Source Deductions Not Recorded in the Book of Accounts- GH¢621,000.00

59. Part II, of the 2019 guidelines for the utilization of the District Assembly Common Fund (DACF) under the heading "Monthly Trial Balance, Receipt and Payments Statement and Bank Reconciliation Statement" requires that all transactions including requested payments and deductions by the Administrator

should be recorded in the relevant books of Accounts of the Assembly and reflected in the Trial Balance.

60. Notwithstanding this guidelines, our audit disclosed that the District Finance Officer, Mr. Ewuntomah unjustifiably recorded the net value of GH¢1,848,161.06 released to the Assembly instead of a gross amount of GH¢2,469,161.07.

61. The unrecorded amount of GH¢621,000.00 constituted twenty-five per cent (25%) of the gross valued allocated to the District and this was in respect of source deductions including Fumigation services, Sanitation Improvement Package, and NALAG dues.

62. We again observed that the MFO failed to maintain ledger entries to track these deductions despite the requirement to include them into the Financial Statement under the 2019 DACF guidelines. Details are furnished in the table below;

Details	Gross Releases	Net Amount Recorded	Unrecorded Source Deductions	Unaccounted for Funds (Per cent)
DACF Releases 4th Qtr. 2019	493,841.87	390,341.86	103,500.00	21%
DACF Releases 1st Qtr. 2020	395,063.84	291,563.84	103,500.00	26%
DACF Releases 2nd Qtr. 2020	395,063.84	291,563.84	103,500.00	26%
DACF Releases 3rd Qtr. 2020	395,063.84	291,563.84	103,500.00	26%
DACF Releases Suppl. 2020	790,127.68	583,127.68	207,000.00	26%
Total	2,469,161.07	1,848,161.06	621,000.00	25%

63. The omission occurred because the District Finance Officer, Mr. Ewntomah relied heavily on bank statement as a source document to record the allocations instead of obtaining the DACF release letters from the Administrator of Common Fund. The absence of release letters prevented the DFO from recording these deductions as part of benefits received by the Assembly.

64. The total revenue captured in the Assembly's books of accounts and the financial statements for the year 2020 was understated by the amount of GH¢621,000.00.

65. Consequently, assets acquired through these deductions at source by the DACF Administrator at the requested of the Assembly have not been recorded in the books of accounts.

66. In this situation, the monthly financial statements prepared were misleading, unreliable and inaccurate reflection of the true state of affairs of the Assembly.

67. We recommended that the District Finance Officer, Mr. Ewuntomah should comply with the guidelines for the utilization of the DACF by recording the gross

amount released as the Assembly's share of revenue, and treat the deductions at source as expenditure once benefits have been derived from the transactions.

68. We noted that management could not provide any tangible evidence or benefit derived by the Assembly from the deductions especially, Fumigation services and Sanitation Improvement Package.

D. INFRASTRUCTURE PROJECTS

69. The Assembly's planned DACF Development expenditure budget for the year under consideration amounted to GH¢3,766,391.37. The amount was earmarked to commence the construction of 58 new projects valued at GH¢3,129,963.57 and a budget estimate of GH¢636,427.80 for the completion of seven (7) ongoing projects.

70. The full lists of these projects are furnished as Appendix D attached this report. The irregularities noted during the year in respect of the project implementation are discussed thereof in the succeeding paragraphs to this report.

E. STATUTORY TAX AND SOCIAL SECURITY

Uncorroborated Payment of Value Added Tax -GHc8.236.51

71. Section 41 of the Value Added Tax Act, 2013 (Act 870) states, "a taxable person shall, on making taxable supply of goods or services, issue to the recipient, a tax invoices in the form and with details that are prescribed by the Commissioner General."

72. Further to this, Section 7 of the same Act demands that, where within thirty calendar days after the date of a supply, a recipient who is a taxable person has not received a tax invoice as required under subsection (1), and the recipient shall request the supply, in writing, to provide a tax invoice in respect of the taxable supply.

73. Our audit disclosed that management deducted between three per cent (3%) and seventeen & half per cent (17.5%) rates of VAT amount totalling GH¢8,236.51 from suppliers' payments. We however, noted that the DFO (Ewuntomah) could not support the VAT deductions and subsequent payments to Ghana Revenue Authority (GRA) with Tax Payer's Receipt or VAT invoices required to authenticate the transactions. Refer to Appendix "A" for details;

74. This lapse occurred because the DFO did not insist or failed to obtain the VAT Invoices/Receipts required to support the payment.

75. In effect, a total VAT charges of GHc8.236.51 purportedly paid vide 21 payment vouchers on behalf of the suppliers remain unsupported in the absence of

Tax Payer's Receipt or VAT invoices. This practice could be exploited to evade tax accountability.

76. We requested that the unsupported VAT amount of GH¢8,236.51 should be recovered from the DFO, Ewuntomah immediately unless he is able to provide Tax Payer's Receipts or invoices to support the transaction involved.

77. Management responded that the necessary records would be provided for our inspection.

Status of Recommendation in the Previous Audit Report

78. Kindly refer to the table below for the outstanding issues contained in our previous audit reports referencing ABK/GV//LA/15/59 dated 19 March, 2020 and ABK/GV//LA/16/46 of 13 March, 2019.

Reference No. & Date	Para. No.	Findings
ABK/GV//LA/15/59 dated 19 March, 2020	35-41	Depletion of Contract Retention Funds- GHc114,995.04
ABK/GV//LA/15/59 dated 19 March, 2020	46-52	Certification of Fumigation Works without Recourse to Contract Specification- GHc157,780.00
ABK/GV//LA/15/59 dated 19 March, 2020	53-58	Payment for Ineffective Sanitation Services Rendered and without Evidence of Performance
ABK/GV//LA/15/59 dated 19 March, 2020	76-82	Delayed and Abandoned Projects- GH¢527,064.18
ABK/GV//LA/16/46 of 13 March, 2019.	6.3	Inadequacies in Contracts Signed between Zoomlion Ghana Limited and Bosome Freho Assembly
ABK/GV//LA/16/46 of 13 March, 2019.	6.4	Payment to Zoomlion Ghana Ltd. Under Sanitation Improvement Package for no work done
ABK/GV//LA/16/46 of 13 March, 2019.	9.1	Third party Certification of Fumigation Services not Provided

79. We advised the DCD, Mr. Kyei Baffour Frimpong should ensure that these outstanding issues are addressed immediately.

80. We thank management and the entire staff for their assistance and co-operation accorded the Audit Team during the audit.

Ag. District Auditor
Bekwai-Ashanti

(Antwi Duah)

Cc:-

The Auditor-General
Audit Service
Accra

The Regional Auditor
Audit Service
Kumasi

The Regional Minister
Regional Coordinating Council
Kumasi-Ashanti

Uncorroborated Payment of Value Added Tax -GH¢8,236.51

Appendix "A

Date	PV No.	Cheque No.	Particulars	Payee	Invoice Value	PV. Amount	VAT Amount
24/07/2019	02/01	001049/50	Maintenance work of official Vehicle (GN 5148-13)	Agalibabs Enterprise		970.00	29.1
24-01-19	03/01	001049/50	Official Vehicle(GN 8266-18)	Agalibabs Enterprise		4,000.00	116.
09/01/2020	09/01	000866/67	Supply of office computer and others office items	Technics Engineering & Consultancy	10,000.00	9,708.74	291.2
13/01/2020	11/01		Designing and Printing of 2020 Calender for the District	District Co-ordinating Director, BFDA		2,300.00	67.0
	19/05	000900	Maintenanceon Vehicle No GE 8450-2 & GN 8266-18	Yesu Mo Fitting Workshop		1,929.00	56.1
10/07/2020	04/07 (527272)	000680/81	Workshop on Capacity Building	District Co-ordinating Director, BFDA	9,200.00	8,612.77	1,370.2
19/10/2020	21/10/20	000734/35/36	4 Car Tyres for vehicle Reg. No. GT 8453-19	Ecosky Construction & Supplies Ltd	5,200.00	5,200.00	151.46
	19/10/20	000733	Office Furniture	District Coordinating Director	1,600.00	1,650.00	46.60
15/09/2020	22/10/20	000737/38/39	5 Car Tyres for vehicle Reg. No. GN 8266-18	K. Osei Ent.	5,500.00	5,500.00	160.19
20/10/2020	26/10/20 (690257)	000740	Lunch for stakeholders	District Co-ordinating Director, BFDA		5,200.00	144.00
27/10/2020	39/10/20	000756/57/58	Part payment of Servicing vehicle Reg. No. GN 8266 -18, GT 514 -13 & GN 1779-11	Agalibabs Ent	8,335.00	7,533.98	233.00
29/10/2020	41/10/20 (603093)	000762/63/64	Creation & Design of Assembly Website	Dendark Technology	7,210.00	4,000.00	595.74
11/11/2020	01/11/20	000775	Part payment for Cadastral plan for Tebeso SHS & Asiwa Government Hospital lands	District Co-ordinating Director, BFDA	6,000.00	4,578.75	1,050.00
24/11/2020	08/11/20 B	000782	300 bags of cement	XIN AN SAFE Cement Ghana Ltd	12,765.00	12,393.20	371.80
24/11/2020	10/11/21	000786/87/88	Final payment for construction of 6 unit classroom block at Nsuaem	K.K Yaro Ent		16,793.87	900.00

	Infrastructure Delivery			
	1. Construction of 1No. 2 Bed Staff bungalow at Asiwa	On-going	100,000.00	2.66%
	3. Procure Office Machine	New	25,000.00	0.66%
	4. Procurement of Motor bikes	New		
	3. Planning scheme for 1 community	New	40,000.00	1.06%
	4. Valuation of Properties	New	60,000.00	1.59%
	5. Construction of District Court Building at Asiwa	New	-	0.00%
	Maintenance of Existing Assets			
	1. Renovation of Assembly Bungalows	New	20,000.00	0.53%
	2. Renovation of Office Buildings	New	30,000.00	0.80%
	3. Renovation of old Assembly block for National Ambulance and Fire Service	New	100,000.00	2.66%
	SUB-TOTAL		**725,000.00**	**19.25%**
	ENVIRONMENT			
4	Environmental and Sanitation Management			
	1. Fumigation & Sanitation Improvement Package	New	300,000.00	7.97%
	2. Sanitation programs	New	12,000.00	0.32%
	3. Dislodging of Septic Tank	New	15,000.00	0.40%
	Disaster Prevention and Management			
	1. Educational Campaigns & Distribution of Relief Items- District-Wide	New	30,000.00	0.80%
	SUB-TOTAL		**357,000.00**	**9.48%**
5	**Contingency**			
	1. Funds to Cater for Government Directives and Unplanned Programs	New	129,806.39	3.45%
	2. Funds to Cater for Government Directives and Unplanned Project	New	65,000.00	1.73%
	SUB-TOTAL		**194,806.39**	**5.17%**
	GRAND-TOTAL		**3,766,391.37**	**100.00%**

SUMMARY	**GH¢**
NEW	3,129,963.57
ON-GOING	636,427.80

	7. Planting for Food and Jobs	New	20,000.00	0.53%
	Roads			
	1. Reshaping of Feeder Roads Districtwide	New	200,000.00	5.31%
	2. Construction of culverts at Asiwa - Anumso Road	New	70,000.00	1.86%
	Electrification			
	1. Rural Electricfication/ Procure Streetlights and Accessories for Communities within the District	New	50,000.00	1.33%
	SUB-TOTAL		**645,000.00**	**17.13%**
2	**SOCIAL SERVICES**			
	Education			
	1. District Eduction Fund/ Bursaries- 2%	New	73,927.83	1.96%
	2. Inter-Schools Sports Development	New	5,000.00	0.13%
	3. Fencing of Bosome Freho Sec. Tech. Sch. At Asiwa	On-going	43,885.00	1.17%
	4. Completion of 1No. 3-Unit Classroom Blk at Asiwa	On-going	127,352.00	3.38%
	5. Construction of 1no. 3 unit Classroom for Amantubuom	New	150,000.00	3.98%
	6. Construction of 1no. 6 unit classroom for Tebeso II	On-going	150,000.00	3.98%
	7. Construction of 1no. 6 unit classroom for Nsuaem II	New	150,000.00	3.98%
	8. Completion of 1no. 3 unit classroom for Bobiam	New	100,000.00	2.66%
	9. Construction of 3-Unit classroom at Minnti	New	100,000.00	2.66%
	10. Construction of Community Centre at Yapesa	New	100,000.00	2.66%
	Health			
	1. District Response Initiative (DRI) on HIV/AIDS and Prevention of Malaria	New	18,481.96	0.49%
	2. Construction of CHP Compound at Dannso	New	120,000.00	3.19%
	3. Procure Basic equipment for CHPS compound	New	30,000.00	0.80%
	4. Completion of 1No. CHPS Compound at Freboye	On-going	18,395.30	0.49%
	5. Construction of 1No. Bolehole at Freboye CHP Compound	New	12,000.00	0.32%
	6. Completion of Duase CHPS Compound	On-going	80,000.00	2.12%
	Security			
	1. Support for Security Operations at District Wide	New	20,000.00	0.53%
	National Celebrations & Protocol Services			

	1. Independence Day	New	35,000.00	0.93%
	2. Republic Day-Senoir Citizens	New	15,000.00	0.40%
	3. Others Official Celebration	New	25,000.00	0.66%
	Water Supply			
	1. Drilling of 10 No. Borehole district-wide	On-going	116,795.50	3.10%
	Maintenance of Existing Assets			
	1. Quasi-Government Properties (Court Building, Streetlights, Police Stations, Markets, Etc.)	New	15,000.00	0.40%
	2. Maintenance of Vehicles	New	80,000.00	2.12%
	Self Help Projects/Counterpart Funding & Sub District Structures			
	1. Support for Self Help and Counterpart Funding for Community Initiated Projects-5%	New	184,819.57	4.91%
	2. Strengthening of Sub-District Structures (Support of Area Council Offices)- 2%	New	73,927.83	1.96%
	SUB-TOTAL		**1,844,584.98**	**48.97%**
3	**ADMINISTRATION**			
	Recurrent Expenditures			
	1. Monitoring and Evaluation of Assembly's Projects/Programmes by DPCU	New	30,000.00	0.80%
	2. Preparation of 2020 Composite Budget	New	20,000.00	0.53%
	3. Furnishing of District Assembly Hall at Asiwa	New	30,000.00	0.80%
	4. Public Sensitization-Pay your Levy Campaign	New	10,000.00	0.27%
	5. Maintenance of office machines/ equipment	New	20,000.00	0.53%
	6. Manpower Skills Development / Staff Development	New	80,000.00	2.12%
	7.Gazetting of Fee Fixing / Bye Laws	New	10,000.00	0.27%
	8. NALAG Contributions	New	10,000.00	0.27%
	9. Publicity (Farmiliazation tour, sensitization programs)	New	40,000.00	1.06%
	10. Operations of Finance Dept.	New	20,000.00	0.53%
	11. Operations of Social Welfare & Community Dev't	New	10,000.00	0.27%
	12. Operations of Works Dept.	New	20,000.00	0.53%
	13. Printed Material & Stationery	New	40,000.00	1.06%
	14. Legal Fees	New	10,000.00	0.27%

	Infrastructure Delivery			
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	4. Procurement of Motor bikes	New	25,000.00	0.66%
	3. Planning scheme for 1 community	New		
	4. Valuation of Properties	New	40,000.00	1.06%
	5. Construction of District Court Building at Asiwa	New	60,000.00	1.59%
	Maintenance of Existing Assets	New	-	0.00%
	1. Renovation of Assembly Bungalows			
	2. Renovation of Office Buildings	New	20,000.00	0.53%
	3. Renovation of old Assembly block for National Ambulance and Fire Service	New	30,000.00	0.80%
	SUB-TOTAL	New	100,000.00	2.66%
	ENVIRONMENT		**725,000.00**	**19.25%**
4	Environmental and Sanitation Management			
	1. Fumigation & Sanitation Improvement Package			
	2. Sanitation programs	New	300,000.00	7.97%
	3. Dislodging of Septic Tank	New	12,000.00	0.32%
	Disaster Prevention and Management	New	15,000.00	0.40%
	1. Educational Campaigns & Distribution of Relief Items- District-Wide			
	SUB-TOTAL	New	30,000.00	0.80%
5	**Contingency**		**357,000.00**	**9.48%**
	1. Funds to Cater for Government Directives and Unplanned Programs			
	2. Funds to Cater for Government Directives and Unplanned Project	New	129,806.39	3.45%
	SUB-TOTAL	New	65,000.00	1.73%
	GRAND-TOTAL		**194,806.39**	**5.17%**
			3,766,391.37	**100.00%**

SUMMARY

	GH¢
NEW	3,129,963.57
ON-GOING	636,427.80

TOTAL	3,766,391.37