

ACE-CEFTER

BENUE STATE UNIVERSITY
MAKURDI

INTERNAL AUDIT REPORT

Project Name and State	ACE-CEFTEr, BENUE STATE
Implementing Agency	BENUE STATE UNIVERSITY
Effectiveness Date	29/06/2015
Closing Date	DECEMBER,2019
Credit/Grant Amount	
Project Duration	5 YEARS
Remaining Period to Closing	24 MONTHS
Disbursed Amount to date & Percentage	₦ 659,787,634.90
Period Covered by Review	1 st January 2018 – 30 th June, 2018
Internal Auditor	Saawuan Celestine

1.0 EXECUTIVE SUMMARY

The Internal Audit was carried out in accordance with World Bank policies and regulations.

During the period under review the following books of accounts and records were checked; the cash book, bank statements, bank reconciliation statements, payment vouchers, fixed asset register and retirement of advances.

All payment vouchers were checked before payments were made. These checks were carried out to ascertain compliance with international best practices and World Bank guiding principles.

In my opinion, the Centre has complied with the World Bank general guiding principles of economy, efficiency, transparency, and price competitiveness of contracts in the fund utilization.

2.0 BUDGETING:

Observation:

The Budget of CEFTEr BSU and actual expenditure were analyzed and no significant variances found.

Expenditures are also within the approved limits. Financial report for the period under review has been correctly prepared showing receipts and expenditure.

Recommendation

All Centre expenditure should be budgeted and funds used for the stated purpose.

Management response

Management has ensured that budgets are prepared and only allowable expenditure approved without delays during the period under review.

3.0 ACCOUNTING:**Observations**

The accounting system used by the university is the Sage line accounting software.

The Sage software has been installed and has since been put to use. The current financial statement was prepared using the sage.

All the books of accounts kept which include cash book, bank statements, bank reconciliation statements; ledgers and assets registers were checked and were found to be properly maintained and up to date.

Recommendation

It is our recommendation that the software be used continually to enhance the smooth running of the centre especially for financial reporting.

Management response

Management has fully supported the use of the sage line software on the project.

4.0 INTERNAL CONTROLS:**Observations**

The Centre has complied with financing agreements and financial procedures manuals during the time of this review.

Duties at the Centre are well segregated such that no one person performs all the jobs. Approvals and authorization procedures are followed for all transactions on the project. We have however, observed that some non-personal advances are yet to be retired despite our recommendation in the previous report that all advances be retired within 30 days.

Recommendation

It is our recommendation that all advances be retired without further delay.

5.0 EFFECTIVENESS OF MANAGEMENT OVERSIGHT:**Observations**

The University governing council's project monitoring committee as well the University's Audit Committee are very functional and perform effective oversight function on the project at all times.

Recommendation

This practice should be allowed to continue.

6.0 FUNDS FLOW:

Observations

Funds have been adequately accessed and withdrawal applications treated satisfactorily.

All withdrawal applications raised during the period were adequately reviewed and have followed the approved procedure.

There were no delays in payments and no complaints from suppliers.

Recommendation

This practice should be allowed to continue.

7.0 FINANCIAL REPORTING:

Observations

Financial reports have been correctly prepared and in compliance with IFRs. Expenditures as reported in the Financial Statement are appropriate and eligible. With the Sage line software, reports were timely prepared and submitted.

All relevant payment vouchers for the period under review have been checked against the reports.

Recommendation

It is our recommendation that the sage line software should always be used to enhance timely and accurate financial reporting.

8.0 FRAUD AND CORRUPTION:

Observations

No incidence of fraud and corruption had come to our notice during the period under review. Funds disbursed have been used solely for project activities.

Recommendation

This practice should be allowed to continue.

9.0 PAYMENT PROCEDURES:

Observations

Payment process to suppliers, service providers and other beneficiaries during the period was reviewed and has been found to be adequate.

Recommendation

This practice should be allowed to continue.

10.0 PHYSICAL VERIFICATION OF ASSETS:

Observations

Assets were verified with location and project sites were visited and progress of work verified.

Fixed assets register was presented and corresponding checks were carried out. The assets were in place and duly verified.

Assets procured during this period include;

QTY	ITEM	LOCATION
15	HP 14 Monitor Desktop	Library
15	Laser Barcode Scanner	Library

11.0 PROCUREMENT:

Observations

The procurement process as documented is in line with the World Bank policies and regulations.

Recommendation

This practice should be allowed to continue.

12.0 CONCLUSION:

We wish to appreciate the co-operation we received from the management of CEFTER during the period of this review.

Thank you.

Yours Faithfully



SAAWUAN Celestine T.
Director of Internal Audit