

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	₦ 1,204,464,357.90
Period Covered by Review	1 st July 2018 – 31 st December, 2018
Internal Auditor	Saawuan Celestine

1.0 EXECUTIVE SUMMARY

The Internal Audit for the period 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: cash book, bank statements, bank reconciliation statements, payment vouchers, fixed assets register and advances retirement.

Checks were carried out on all payment vouchers. These checks were carried out to ascertain compliance with international best practices and World Bank guiding principles. It was however observed that some advances were yet to be retired.

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 and should do better in areas that need strengthening.

2.0 BUDGETING:

Observation:

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

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

There has been no weakness in project planning and budget execution.

Recommendation

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

Management response

Management has assured that budgets will always be prepared and only allowable expenditure approved without delay.

3.0 ACCOUNTING:**Observations**

The Sage line accounting software used by the university and CEFTER is adequate.

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.

The Projects Financial Management manuals and reports are adequate.

Recommendation

It is our recommendation that the software be used continually to enhance the smooth running of the centre especially for financial reporting. The books of account should always be brought up to date as was observed during the period under review.

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. A fixed assets register is maintained and updated regularly. We observed that some Non personal advances given to staff were yet to be retired. The building projects of the centre which are the renovation and remodeling of CEFTER Post Graduate Hostel and the CEFTER Postgraduate Centre are ongoing and quality is being maintained.

Recommendation

It is our recommendation that all advances should be retired without further delay and quality should be maintained on all building projects of the Centre.

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 all CEFTER projects.

Recommendation

This practice should be allowed to continue.

6.0 FUNDS FLOW:

Observations

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 are timely prepared and submitted.

Recommendation

It is our recommendation that all financial reports should be timely prepared using the sage line accounting software.

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

The payment process to suppliers, service providers and other beneficiaries during the period was reviewed and has been found to be adequate and efficient. There were no delays in making payments to suppliers and contractors.

Recommendation

We recommend that due process should be observed in processing of all payments.

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 during the period under review.

Assets procured during this period include;

QTY	ITEM	LOCATION
2	1.5HP Thermocool AC	Chemistry Food Analysis Lab
4	5000WTS Stabilizer	Chemistry Food Analysis Lab
2	Hangers	Chemistry Food Analysis Lab
1	HP All in one Desktop	Bursary Department
1	Executive Chair	Project Accountants Office
1	Executive Chair	Budget Office
2	Visitors chairs	Project Accountants Office
1	Executive Table	Project Accountants Office

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 and hope that all recommendations will be carried out.

Thank you.

Yours Faithfully

A handwritten signature in green ink, appearing to be 'SAAWUAN', with a long horizontal flourish extending to the right.

SAAWUAN Celestine T.
Director of Internal Audit