

UNIVERSITY OF GHANA



INTERNAL AUDIT DIRECTORATE

Final Report

COMPLIANCE AUDIT REVIEW ON THE OPERATIONS OF WEST AFRICAN
CENTRE FOR CROP IMPROVEMENT (WACCI) ACE PROJECT

Report No. UG/AUD/08/19

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Date of Issue:	March 18, 2019		

*For May file + make an update
for the next FC meeting*
U
25/3/19

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1.5 Strategic Position

The audit supports the priority one (1) of the Strategic Plan of the University with the objective of providing stronger institutional support across the university in the administration and development of research grants ".

1.6 Audit Procedures

The audit was conducted in accordance with the International Professional Practice Framework (IPPF) of the Institute of Internal Auditors (IIA) and subjected to quality assurance review. Audit performed sufficient and appropriate procedures and gathered adequate evidence in order to provide the requisite assurances required by Senior Management and the World Bank. Our evidence was adduced through the following methods:

- i. Conducted interviews with key officers at the Centre;
- ii. Evaluated the accounting activities within the period under review and testing the controls therein; and
- iii. Reviewed key process flowcharts and test the controls.

1.7 Acknowledgment

We would like to thank the following whom we contacted during the audit for their help and courtesies:

- Prof. Eric Danquah - Director, WACCI
- Mr. Kwadwo O. Afrifa - Team Lead, Grant Management

1.8 Summary of Key Issues:

Level	Number of Areas
Effective	7
Some Improvement Needed	0
Major Improvement Needed	0
Unsatisfactory	0

Overall Opinion: Effective

<p>Effective</p>	<p>Asset Management The Centre maintains an assets register, updated regularly and assets are embossed with the Centre's serial codes as required.</p>	<p>Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)</p>	
<p>Effective</p>	<p>Capability and Accuracy of Accounting software The Centre uses both the Integrated Tertiary Software (ITS) system and Sage (ERP) to prepare its accounting and financial reports for the period under review. Internal controls surrounding the accounting software and information systems were found to be robust and effective.</p>	<p>Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)</p>	
<p>Effective</p>	<p>Annual Procurement Plan The Centre follows its prepared annual procurement plan.</p>	<p>Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)</p>	

Issue Title	Issue Rating		
2.2 Procurement/Funds Utilizations	Effective		
<p>The Financial Regulations and Governance of the University Policy no. 1604 (1) states that <i>“the University's purchasing and payments procedures are in place to enable the majority of goods and services to be procured through the creditor payments system without employees having to incur any personal expense. However, on some occasions, employees may incur expenses, most often in relation to travel, and are entitled to reimbursement”</i>.</p> <p>Total expenditures incurred for the period reviewed stood at US\$740,666.53.</p> <p>Audit review confirmed that:</p> <ul style="list-style-type: none"> i. Rules and procedures contained in the University of Ghana Financial Regulations and Governance policy no. 1604 were applied consistently ii. Expenses incurred were fully supported by documentation retained in files, authorized by the Director of the Centre, used for Centre’s activities and properly accounted. 			
Risk-based consequences of the Issue for the University			Risk Rating
Audit did not see any risk associated with the utilizations of grant			Insignificant
Management Response	Action Taken	Action Owner	Completion Date
		Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)	

Issue Title	Issue Rating		
2.4 Budget Management	Effective		
<p>The Financial Regulations and Governance of the University Policy number 1001 section 7 and 8 state <i>that “Each year, in advance of the financial year to which they refer the Provosts, Deans and Directors will propose income and expenditure and capital budgets.”</i></p> <p>Available records revealed that all the Centre’s activities were within their approved budget for the 2018 financial year.</p>			
Risk-based consequences of the Issue for the University			Risk Rating
			Insignificant
Management Response	Action Taken	Action Owner	Completion Date
		Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)	

Issue Title		Issue Rating	
2.6 Capability and Accuracy of Accounting software's		Effective	
<p>The Centre uses both the Integrated Tertiary Software (ITS) system and Sage (ERP) to prepare its accounting and financial reports for the period under review. Our observations indicated that the internal controls surrounding the accounting software and information systems were found to be robust and effective.</p>			
Risk-based consequences of the Issue for the University			Risk Rating
There is no risk associated with the accounting software and its subsequent financial reporting.			Insignificant
Management Response	Action Taken	Action Owner	Completion Date
Management will review existing risk register to mitigate new and emerging risks to the project objectives.		Mr. Kwadwo Owusu Afrifa (Team Lead, Grants Management)	

3.0 Overall Audit Opinion: Effective

Based on the audit evidence from our own tests carried out, audit offers a substantial assurance in respect of the audit review of the WACCI-ACE Project with low audit risk for the period 1st October 2018 to 31st December, 2018.

Audit Opinion Key

Effective	Controls evaluated are adequate, appropriate, and effective to provide substantial assurance that risks and governance issues are being managed and objectives should be met.
Some Improvement Needed	A few specific control weaknesses were noted; generally however, controls evaluated are adequate, appropriate, and effective to provide reasonable assurance that risks and governance issues are being managed and objectives should be met.
Major Improvement Needed	Numerous specific control weaknesses were noted. Controls evaluated provide only limited assurance that risks and governance issues are being managed and objectives may not be met.
Unsatisfactory	Controls evaluated are not adequate, appropriate, or effective and provide no assurance that risks and governance issues are being managed and objectives will not be met.

Engagement lead: Dr. Ibrahim Bedi

Signature



Audit Lead: Mr. Benjamin Adjetey

Signature

