

### MINISTRY OF PUBLIC WORKS, TRANSPORT AND METEOROLOGICAL SERVICES

Nasilivata House 87 Ratu Mara Road, Samabula Private Mail Bag, Suva, Fiji Telephone: (679) 3384111 Website: www.mims.gov.fj

07th February 2025

The Chairperson Standing Committee on Public Accounts Parliament of Fiji Suva

Dear Sir,

#### CLARIFICATION OF ISSUES – AUDIT REPORT ON FOLLOW UP OF HIGH-RISK MINISTRIES/DEPARTMENTS RECOMMENDATIONS IN REPORT ON INFRASTRUCTURE SERVICES SECTOR 2018 AND 2019

Reference is made to your Memorandum File Ref No. PARL 3-1 dated 31st January 2025.

Please find enclosed the Ministry's responses to the above subject.

Respectfully submitted.

Yours sincerely,

G. TAVO

Deputy Secretary Operation For Permanent Secretary

### The Chairperson, Public Accounts Standing Committee Ministry's Response

| commendations in Report for the Infrastructure Services Sector  018  |       | Status |       |
|--|-------|--------|-------|
| Follow up for the recommendations of the Ministry of Infrastructure and Transport was done on 22/ 2/ 24. It is recommended that the Ministry;  | F/IMP | P/IMP  | N/IM  |
| Absence of Disaster Recovery Plan  |       |        | N/IMI |
| QI. What is the timeline to fully implement the recommendations on this issue?   |       | ,      |       |
| The Ministry is currently lacking an Assistant Programmer because our efforts in the OMRS process have not yielded many interested applicants. After our second attempt, we are now waiting for the selection report to be approved by the |       |        |       |
| office of the Permanent Secretary and the Honourable Minister before we can proceed with the appointment process. Meanwhile, the Department of Meteorological Services, which has a complete IT team, has developed a Draft Disaster       | **    |        |       |
| Recovery Plan that includes controls and backup procedures for meteorological records and information which they are happy to share.   |       |        |       |
| Q2. Who will be the personnel responsible to oversee the successful implementation of the recommendations?   |       |        |       |
| Director Corporate Services and respective Heads of the Departments.   |       |        |       |
|  |       |        |       |

| Recommendations in Report for the Infrastructure Services Sector - 2019   |       | Status |       |
|---|-------|--------|-------|
| Follow up for the recommendations of the Ministry of Infrastructure and Transport was done on 22/2/24. It is recommended that the Ministry; _   | F/IMP | P/IMP  | N/IMP |
| Variances between TMA Building cash book and Bank Reconciliation - $\ensuremath{\mathrm{DECE}}$   |       |        | N/IMP |
| QI. What is the timeline to fully implement the recommendations on this issue? The Ministry is still awaiting court verdicts. Once all the cases are closed than Ministry will seek MoF assistance in writing off the GL balances. Yet to be implemented. | v     |        |       |
| In addition, kindly be advised that TMA account for Ministry was closed by MoF as at FY/2024.   |       | 2      |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |       | Sa     |       |
| The Ministry and AMMU Officials at MoF is responsible for proper closure of TMA.  |       |        |       |
| Anomalies in reporting of Trade and Manufacturing Account (TMA's)   |       |        |       |

|   |  |       | P/IMP |   |
|---|--|-------|-------|---|
|   | QI. What is the timeline to fully implement the recommendations on this issue?                             |       |       |   |
|   | This issue will be resolved in FY/25, since the TMA is closed as   |       |       |   |
|   | at FY/24.  |       |       |   |
|   | Q2. Who will be the responsible personnel to oversee the successful  |       |       |   |
|   | implementation of the recommendations?   |       |       |   |
| 1 | The Principal Accounts Officer and AMMU Officials.   |       | i     | ĺ |
|   |  |       |       |   |
|   | Head 41- Water Authority of Fiji   |       |       |   |
|   |  | F/IMP |       |   |
|   | QI. What is the timeline to fully implement the recommendations on this issue?                             |       |       |   |
|   | The Ministry with the assistance of WAF and MoF has written  |       |       |   |
|   | off the Retention Security Deposit as at 31/12/24.   |       |       |   |
|   | Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations? |       |       |   |
|   | This issue has been resolved.  |       |       |   |

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PARLIAMEN

REPUBLIC OF FIJI

### STANDING COMMITTEE ON PUBLICATIONS ACCOUNTS

Tel: 679 3305 811

ww.parliament.gov.fj

Ref No: PARL 3-1

Parliament of Fiji P.O. Box 2352

Fax: 679 3305 325

Government Buildings

31 January 2025

Mr. Paula Baleilevuka
The Permanent Secretary
Ministry of Public Works, Meteorological Services and Transport
Nasilivata House
Ratu Mara Road
Suva

Dear PS,

RE: <u>Clarification of Issues – Audit Report on Follow up of High-Risk Ministries/Departments</u>
Recommendations in report on Infrastructure Service Sector 2018 and 2019

The Public Accounts Committee ('PAC') is currently scrutinizing the abovementioned report. In accordance with Standing Orders 112(1) (a) of the Parliament of Fiji, the Committee has the powers to "summon any person to appear before it to give evidence or provide information."

During the Committee deliberation on the Audit Report on Follow-up of High-Risk Ministries/Departments, there was an anomaly that the Members needed further clarification from the Ministry with regards to the recommendations done on 22/2/24. The Committee would be grateful for your written responses to the attached questions and be submitted to our Committee Secretariat by **Friday 7 February 2025**. The Committee request that the Ministry of Public Works, Meteorological Services and Transport to also appear before the Committee on <u>Tuesday 11</u> <u>February 2025 at 2pm in the Big Committee Room 2</u> of Parliament.

Copies of the Auditor General's Report can be retrieved from the Fiji Parliament website using the following link: <a href="http://www.parliament.gov.fj/auditor-generals-report/">http://www.parliament.gov.fj/auditor-generals-report/</a>

For any further clarification or more information our Committee Secretariat will be available on email address <a href="mailto:saleshni.prasad@legislature.gov.fi">saleshni.prasad@legislature.gov.fi</a> or <a href="mailto:vasiti.uluinayau@legislature.gov.fi">vasiti.uluinayau@legislature.gov.fi</a> or <a href="mailto:vasiti.uluinayau.gov.fi">vasiti.uluinayau.gov.fi</a> or <a href="mailto:vasiti.uluinayau.gov.fi">

Hon. Esrom Immanuel

Chairperson, Public Accounts Standing Committee

| Recommendations in Report for the Infrastructure Services Sector - 2018  |       | Status |       |
|--|-------|--------|-------|
| Follow up for the recommendations of the Ministry of Infrastructure and Transport was done on 22/ 2/ 24. It is recommended that the Ministry;  | F/IMP | P/IMP  | N/IMP |
| Absence of Disaster Recovery Plan  Q. What is the timeline to fully implement the recommendations on this issue?  Q2. Who will be the personnel responsible to oversee the successful implementation of the recommendations? |       |        |       |

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| Recommendations in Report for the Infrastructure Services Sector<br>- 2019  |       | Status |       |
|---|-------|--------|-------|
| Follow up for the recommendations of the Ministry of Infrastructure and Transport was done on 22/2/24. It is recommended that the Ministry; _ | F/IMP | P/IMP  | N/IMP |
| Variances between TMA Building cash book and Ban Reconciliation - DECE  |       |        |       |
| QI. What is the timeline to fully implement the recommendations on this issue?  | Q.    |        |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?                                    |       |        |       |
| Anomalies in reporting of Trade and Manufacturing Account (TMA's)   |       |        |       |
| QI. What is the timeline to fully implement the recommendations on this issue?  |       |        |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?                                    |       |        |       |
| lead 41- Water Authority of Fiji  |       |        |       |
| Q1. What is the timeline to fully implement the recommendations on this issue?  |       |        |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?                                    |       |        |       |
|   |       |        |       |
|   |       |        |       |

### PARLIAMENT REPUBLIC OF FIJI STANDING COMMITTEE ON PUBLIC ACCOUNTS

#### AUDIT REPORT ON FOLLOW UP OF HIGH RISK MINISTRIES/DEPARTMENTS

#### Ministry of Agriculture

1. Provide a brief overview on how the Ministry was able to achieve Full Implementation on the recommendations of the Ministry of Agriculture which was done on 29/09/2023.

The Ministry always make its top priority in making sure that recommendation from the Office of the Auditor General is attended to with strict time line.

This done where by

- Individual Directors are responsible for the recommendations for their own division. In making sure that audit finding and its recommendation are made known to everyone in the division and also recommendations are implemented at strict timeline.
- Issuing of internal circulars reminding our officers on the importance of complying with government procedures.
- Conducting in house refresher for training for our clerks especially on finance and procurement polices
- All transaction are vetted by at least three officers
- The directors are also required to provide updates to Permanent Secretary on the implementation of the audit finding.
- We now have a procurement unit and also a compliance unit set up to continuously do internal check making sure that we comply with procedures and regulation.
- 2. Q1. What is the timeline to fully implement the recommendation on the issues?

  Whilst striving to fully implement the recommendation is one thing we as Ministry always try to make sure that recommendations are fully implemented before the next audit. Also we do not wait for audit to provide its finding but as a ministry we continue to discuss issues and flag it to staff when we find it and make sure it is address there and then,
- 3. Q2. Who was the responsible personnel to oversee the successful implementation of the recommendations

· Respective Heads of divisions are responsible for the implementation

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#### MINISTRY OF HEALTH AND MEDICAL SERVICES

### RESPONSES FOR THE AUDITOR GENERAL'S REPORT RECOMMENDATIONS 2018 - 2019

#### Content



& MEDICAL SERVICES

Introduction

Responses

Conclusion

### Introduction

- MINISTRY OF HEALTH & MEDICAL SERVICES
- Presentation covers items in the report that are reported as partially implemented and not implemented
- No. 3&11 Anomalies in Free Medicine Program
- No. 7&12 Fiji Pharmaceutical and Biomedical Services (FPBS)
- No. 8 Bulk purchase scheme (BPS) Trade Manufacturing Account (TMA)
- No. 13 Bulk purchase scheme (Recurring Issue)
- No. 14 Variance in Pharmaceutical stock (recurring issue)



It considers creating a policy/guide which will require the pharmacies to update the Ministry at regular intervals on the stock level of free medicine stock available at their pharmacy and stock which needs to be replenished:

- In **2022,** the program transitioned from the old model of Free Medicine dispensing to a new reform model.
- In this new model, the pharmacies utilize their own inventory and then claim reimbursement from the Ministry. Currently there are **50** retail pharmacies transitioned into the new model.



### Funds allocated for free medicine expenditure are utilized for its intended purpose:

- \$11M is allocated for the Free Medicines Program, majority is used for purchasing essential medicines listed under the program and for payments to retail pharmacies participating in the reform model.
- It also covers operational costs, such as logistics for registration drives and overtime payments for staff.
   FMP budget utilization last financial year = 63%



& MEDICAL SERVICE

### An agreement is signed between the Ministry and the private pharmacies engaged in the free medicine scheme:

- All pharmacies are engaged under an agreement, vetted by the Solicitor General's office. Under this agreement, pharmacies dispense medications from their own inventory and subsequently claim reimbursement from the Ministry.
- The claims submitted are first verified by the Free Medicines Verification Team before being forwarded to the Accounts Team for payment.
- Pharmacy Profession Act 2011 Clause 48A: There is provisions in the Act to allow for pharmacy business to take part in the Free Medicine Program.



It carries out stock take of medicines held by private pharmacies at the end of the financial year and disclose in the Notes to the financial statements the monetary value of closing stock of medicines held by private pharmacies:

- Efforts are being made to encourage the remaining pharmacies to transition to the new reform model, rather than continuing to receive stock supplies from FPBS.
- Currently, an average of approx. **\$25,000** is paid monthly to retail pharmacies to cover the costs of the stock dispensed.



### It discloses in the Notes to the financial statements the final stock balance of pharmaceuticals:

 Expiry and AST reports are sent with Stock certificates annually.

### The Donations Register is updated regularly - (attached Donations Report 2021-2024):

 All donated items are entered and registered through the mSupply system



#### Cost price is recorded for stock items purchased:

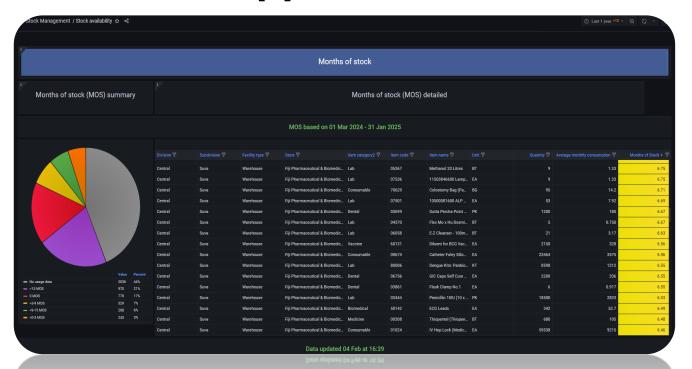
All standard, donated, non stock items are recorded in the mSupply system. This is monitored by the Goods Monitoring Department through the mSupply dashboard.





### Minimum stock levels are maintained at all times to avoid shortage of pharmaceutical supplies:

Stock Status reports and Stock analysis presentations is conducted every month to monitor stock levels. This report is available via the mSupply dashboard reports for visibility and to assist in decision making





## It identifies more storage space to store increasing stock of pharmaceuticals:

Two new warehouses in the Central and Northern Divisions.

Discussions with development partners progressing for the Western Division warehouse.







Response to OAG Report 2018 - 2019

# Response to: No. 8. Bulk Purchase Scheme (BPS) Trade Manufacturing Account (TMA) (pg. 15/21 RAG 2018-2019)



& MEDICAL SERVICES

#### Selling prices of all items are correctly stated:

• Selling price is derived from cost price in m-Supply plus 20% mark-up and zero % mark up for kidney medicine.

### It investigates and rectify variances in coding and selling prices of identical items:

Rectified in m-Supply

#### It assigns unit costs for all items sold at BPS:

Addressed in m-Supply

Response to: No. 8. Bulk Purchase Scheme (BPS) Trade Manufacturing Account (TMA) (pg. 15/21 RAG 2018-2019)



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#### VAT exclusive price is posted in FMIS general ledger:

TMA is now closed. No more posting in FMIS.

### BPS TMA pays its own utility costs and this should be reflected in the profit and loss statement:

• TMA is now closed and BPS is now integrated into FPBS operations. Revenue is now lodged into the government CFA.

## Response to: No. 13. Bulk Purchase Scheme (Recurring Issue) (pg. 20-21 RAG 2018-2019)



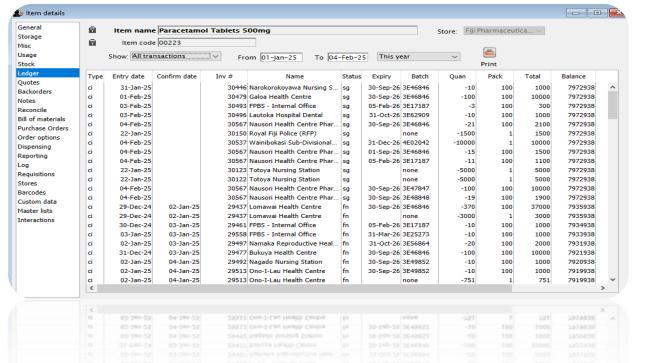
Supervisory function in the management of the TMA should be improved to ensure that customers are charged the approved prices and that expenses are correctly posted and reflected in the accounts:

- BPS officer (AO) now reports to SAO.
- TMA is now closed and BPS is now integrated into FPBS operations.

## Response to: No. 14. Variance in Pharmaceutic -al stock (recurring issue) (pg. 20-21 RAG 2018-2019)



# It strengthens controls over management of Pharmaceutical Stock by regularly updating stock cards when there is movement in stock:



The mSupply system automatically updates the mSupply stock card through the item ledger for each transaction

Comprehensive training is being conducted to ensure these automated processes are understood and consistently followed by all staff.

# Response to: No. 12. Arrears of Revenue (recurring issue) (pg. 41 RAG 2018-2019)



### Ensure that it takes appropriate steps to reduce the arrears of revenue:

- Ministry is conducting appropriate follow-up for the current arrears of revenue as well as for the past year. However, some ageing debtors have been identified from our various cost centers and the Ministry will work with Debt Recovery Unit (MoF) in recovering long standing arrears of revenue.
- The Cost Centre Accounting Heads are responsible for the write-offs in order to see the successful implementation of the recommendation.

# Response to: No. 13. Variance between FMIS and person to post listing (recurring issue) (pg. 40 RAG 2018-2019)



## Ensure that variances noted are investigated and adjusted accordingly:

- Ministry continues to undertake the reconciliations to identify anomalies that exist in both systems.
- Consolidated staff listing with abnormalities is prepared by the Human Resources Team through the HRIS system and submitted to the Finance Team for payroll changes in terms of staff cost center and other compulsory details. This is an on going exercise and strengthen monthly reconciliation.

# Response to: No. 15. Fixed Asset Register not updated (recurring issue) (pg. 41 RAG 2018-2019)



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### Ensure that there is compliance with Section 46 of the Finance Instructions 2010:

Ongoing efforts are underway to update the Fixed Asset Registers held at the various cost centers and ensure compliance to Section 46 of the finance instructions. Registers are updated during BOS visits and when new assets are added.

SOPs now in draft for consultation before implementation and Cost Centers will be made accountable to update and submit Asset Registers to Head Office.



Ensure that the Asset Management Unit should strengthen its monitoring process to ensure that the hospitals and its facilities are maintained:

One of the main reason is that the Ministry does not have certified engineers or certified electricians in respective health centers to detect machine faults at the various health centers.

Health divisions had to rely on trades people and technical officers based at divisional hospital for maintenance and repairs of facilities.



& MEDICAL SERVICE

Technical Officers and Senior Technical Officers have been appointed at hospitals and head office to facilitate assessment, scoping, certification of works, and other project management duties.

Also appointed trades people – plumbers, electricians, handyman at institutions and hospitals in divisional and subdivisional hospitals e.g. divisional maintenance teams.



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Ensure that the Asset Management Unit should strengthen its monitoring process ensure maintenance and refurbishment works are of good quality as agreed to in the contract:

Routine and adhoc supervision and checks are done to monitor the condition of the facilities. Moreover, timely servicing of machines and annual board of survey conducted by the cost centers are monitored by the Asset Management Unit. For non-medical equipment (e.g. Lifts, Generators, Boilers) that has been purchased, service agreements after warranty period are in place to ensure that the equipment's are maintained and serviced regularly.



Ensure that the Asset Management Unit should strengthen its monitoring process ensure maintenance and refurbishment works are of good quality as agreed to in the contract:

The Biomedical team does regular audits as they have the database procurement, service and maintenance program and other details. Biomedical equipment database are maintain at institutional, divisional and national levels.

### Conclusion



Acknowledge the support of OAG Team in the Audit process.

 Acknowledge MOHMS Team for their effort in putting together our response, and also our staff throughout the country for their commitment and effort in delivering health service to the people of Fiji.



#### **THANK YOU**



#### MINISTRY OF WOMEN, CHILDREN AND SOCIAL PROTECTION

5<sup>th</sup> Floor Civic Towers, Victoria Parade, PO Box 14068, Suva, Fiji Island Tel: (679)3312 199 Website: <a href="www.mwcpa.gov.fi">www.mwcpa.gov.fi</a>



The Chairperson Public Accounts Standing

DATE: 06/02/2025

Committee

**FROM:** Permanent Secretary For Women, Children & Social Protection

**SUBJECT:** Public Accounts Committee Questions – Audit Report on Follow Up of High-Risk

Ministries / Departments Recommendation Audit Report on Social Services Sector 2019

Dear Sir,

Kindly find below response on clarifications of issues – Audit report on follow up high Risk Ministries/Departments Recommendation for Social Service Sector 2019.

#### Payroll variance between FMIS General Ledger and Payroll report:

#### Ql. What is the timeline to fully implement the recommendations on this issue?

Status: Fully Implemented. Ministry had carried out reconciliation and submitted to Ministry of Finance till May 2024. Reconciliation from June to July 2024 will be summitted by end of the month.

Ministry is in discussion with Ministry of finance on way forward for reconciliation as New Financial Software has been implemented for Government.

The recommendations was fully implemented from financial year 2021-2022 till to date.

### Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?

The Assistant Accounts Officer Ledger through the Senior Accounts Officer is the responsible personnel to oversee the successful implementation of the recommendations monthly.

#### **Anomalies in revolving fund account (RFA):**

Ql. What is the timeline to fully implement the recommendations on this issue?

Status: Fully Implemented

The recommendations was fully implemented monthly with outstanding accountable advances reconciled against the general ledgers. Ministry does not have outstanding Revolving Fund Account.

Soft copies of the records are maintained for reconciliation purposes.

Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?

The Accounts Officer through the Senior Accounts Officer is the responsible personnel to oversee the implementation of the recommendation

Respectfully Submitted.

Eseta Nadakuitavuki

Permanent Secretary – Ministry of Women Children & Social Protection



Public Accounts Committee
Questions – Audit Report on
Follow up of High-risk
Ministries/Departments (PP No.
41 of 2024)

REPUBLIC OF FIJI MILITARY FORCES

TELEPHONE: 3313799

CABLE : DEFENCE

TELEX : FJ2157 FACSIMILE: 3313397



HEADQUARTERS
REPUBLIC OF FIJI MILITARY FORCES
P.O. BOX 102
SUVA, FIJI

IN REPLY PLEASE QUOTE

J42/4/13

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The Chairman

Public Accounts Committee Parliament Building SUVA

Dear Sir,

Public Accounts Committee Questions – Audit Report on Follow up of High-risk Ministries/Departments (PP No. 41 of 2024

I have the honour of submitting RFMF's response to the above queries.

The undersigned can be contacted for further information on <a href="mailto:lepani.vaniqi@rfmf.gov.fj">lepani.vaniqi@rfmf.gov.fj</a> or 9905714,

Yours faithfully,

L.R VANIQI CAPTAIN (N)

for Commander RFMF

Pebruary 2025

| Recommendations in Report for General Administration Sector - 2018  | Status   |          |       |
|---|----------|----------|-------|
| Follow up for the recommendations for the Republic of Fiji Military Forces was done on 2/4/24. It is recommended that the Republic of Fiji Military Forces; | F/IMP    | P/IMP    | N/IMP |
| Significant outstanding operating Trust fund balance  |          |          |       |
| Ql. What is the timeline to fully implement the recommendation on this issue?   | <b>✓</b> |          |       |
| 1st March 2025  |          |          |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |          |          |       |
| Staff Officer - Finance   |          |          |       |
| Effectiveness of the Internal Audit Function  |          |          |       |
| Ql. What is the timeline to fully implement the recommendation on this issue?   | 1        | <b>✓</b> |       |
| 20 March 2025   |          |          |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |          |          |       |
| Director – Finance, Logistics & Acquisition   |          | X        |       |

| Recommendations in Report for General Administration Sector - 2019  | Status |          |       |
|---|--------|----------|-------|
| Follow up for the recommendations for the Republic of Fiji Military Forces was done on 2/4/24. It is recommended that the Republic of Fiji Military Forces; | F/IMP  | P/IMP    | N/IMP |
| Irregularities in Processing of Payments  |        |          |       |
| Ql. What is the timeline to fully implement the recommendations on this issue?  |        | ✓        |       |
| March 2025  |        |          |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |        |          |       |
| Staff Officer - Finance   |        |          |       |
| Absence and authenticity of competitive quotations  |        |          |       |
| Ql. What is the timeline to fully implement the recommendations on this issue?  |        | ✓        |       |
| 1st March 2025  |        |          |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |        |          |       |
| Chief Staff Officer - Acquisition   |        | *        |       |
| Charging of expenditure to incorrect allocations  |        |          |       |
| Ql. What is the timeline to fully implement the recommendations on this issue?  |        | <b>✓</b> |       |
| 1 August 2025   |        |          |       |
| Q2. Who will be the responsible personnel to oversee the successful implementation of the recommendations?  |        |          |       |
| Chief Staff Officer – Acquisition   |        |          |       |
|   |        |          |       |