



DR/GEN/AC/2

February 02, 2022

Team Lead  
TRECK

**Matters Arising from Minutes of the 17<sup>th</sup> Meeting of Audit Committee Held on Friday, 19<sup>th</sup> November, 2021**

The extract of the Minutes of the 17<sup>th</sup> meeting of the University Audit Committee held on Friday, 19<sup>th</sup> November, 2021 is culled for your attention and necessary action, please.

**“ISSUES RAISED**

**i) Renewal of Contract**

There was no letter of renewal of appointment from Human Resource Division for two contract staff.

EA's Recommendation

Management should follow-up on the renewal on the contract and also speed up the process for the appointment of a third member of staff.

Management Response

Issue resolved.

**ii) Annual Work Plan**

The Centre was not able to carry out all the activities to completion. As a result, revenues were not earned on the uncompleted activities because the various DLI's were not achieved, mainly due to Covid-19.

EA's Recommendation

Management should undertake the required activities in the year ahead to ensure that revenue is earned.

**iii) Review of Financing Agreement**

The Centre as at the end of 2020 had utilised US\$425,803 representing 6.65% of the total grant of US\$6.4million. At mid-year review in 2021, the IDA will assess whether the Centre is behind its implementation and also assess whether less than half of the funding has been spent or committed in line with section 3.4 of the financing agreement. If the ACE implementation is behind and less than half of the funding has been spent or committed the total grant amount of US\$6.4 million will be reduced by 50% of the uncommitted amount that is above half of the grant.

EA's Recommendation

Management should speed up the process of awarding the building contract.

Management Response

The main setback for the Centre building has been the prolonged procurement processes that the Centre has to go through before awarding the contract.

**iv) Assets Acquired**

Assets acquired by the project have not been labelled with unique numbers for monitoring purposes.

E A's Recommendation

Management was advised to emboss all assets as soon as possible.

Management Response

All assets of the project have been embossed with unique identification numbers.

AC Recommendations

The IA should verify and report.

**v) Liquidity Risk**

The Centre did not receive much of the funds from the donor agency (World Bank) in 2020 and this resulted in an expected receivable balance of US\$1,373,008 which was later received in the 1<sup>st</sup> quarter of the 2021.

E A's Recommendation

The Centre should undertake more activities going forward to be able to have access to funds. Reporting and verification of the achievement of the DLIs should be done in accordance with the calendar communicated by the Regional Facilitation Unit (RFU) so that funds will be disbursed on time to improve the Centre's liquidity to execute its activities and programmes.

AC's Recommendations

The AC asked Management to take seriously the External Auditors observations and address them. The AC charged the IA to follow up issues that are being reported to confirm whether they have been addressed and report to the Committee.

Submitted for your attention, please.



Y. Owusu-Asamoah  
SECRETARY

**AUDIT COMMITTEE**

cc: Chairman, Audit Committee

Vice-Chancellor  
Provost, CoE  
Internal Auditor  
College Accountant