

National Apprentice and Industrial Training Authority – 2016

The audit of financial statements of the National Apprentice and Industrial Training Authority for the year ended 31 December 2016 comprising the statement of Financial Position as at 31 December 2016 and the statement of financial performance, statement of changes in equity and statement of cash flows for the year then ended and the summary of significant accounting policies and other explanatory information was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 13(1) of the Finance Act, No 38 of 1971 and Section 56(2) of the Tertiary and Vocational Education Commission Act No 20 of 1990. My comments and observations, which I consider should be published with the Annual Report of the Authority in terms of Section 14(2) (c) of the Finance Act appear in this report.

1.2 Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

1.3 Auditor’s Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards Consistent with International Auditing Standards of Supreme Audit Institutions (ISSAI 1000-1810).

1.4 Basis for Disclaimer of Opinion

As a result of the matters described in paragraph 2.2 of this report I am unable to determine whether any adjustment might have been found necessary in respect of recorded or unrecorded items and the elements making up the statement of financial performance, statement of changes in equity and cash flow statement.

2. Financial Statements

2.1. Disclaimer of Opinion

In view of the importance of matters referred to in paragraph 2.2 of this report, it was not possible for me to obtain adequate and suitable evidence to be based an opinion. Accordingly I do not express an opinion on these financial statements.

2.2 **Comments on Financial Statements**

2.2.1 **Sri Lanka Public Sector Accounting Standards**

According to the paragraph 47 of the Sri Lanka Accounting Standard No.07, assets should be revalued to show the fair value of property plant and equipment in the financial statements. However 23 motor vehicles fully depreciated but in use as at 31 December 2016, at the cost of Rs.48, 765,742 had not been revalued. Although assets which are not changed the carrying value / Market value and fair value frequently should be revalued the group of assets in every 3 or 5 years and Fixed assets such as land, building, office equipments and training equipments at the cost of Rs. 3,136,974,578 had not been revalued to be shown the fair value.

2.2.2 **Accounting Deficiencies**

The following observations are made.

- a) Although the authority had used an accounting package named “Tally” for book keeping, financial statements had been prepared in manual. The following observations are made in this regard.
 - I. A credit balance of Rs.539, 276,533 had been shown in the trial balance which had been based to prepare financial statements for the year under review and it was observed that the said balance was the cumulative profit as at 01 January 2016 which generated from the computerized accounting system. However according to the financial statements the actual cumulative profit as at that date was Rs. 658,416,397. Although the computerized accounting system had been commenced from the year 2011 the cumulative profit and loss account had not been updated As a result of identifying accounting groups erroneously and brought in to accounts a difference of Rs. 1,197,692,930 was observed between those balances when examine the computerized accounting system. However the Authority had failed to submit to audit acceptable detailed journal entries and relevant reconciliations for rectification of those differences.
 - II. According to the ledger, though the balance of the profit and loss account of reserves and part time courses was Rs.48, 342,934, according to the statement of changes in equity said balance was Rs.54, 812,789 thus a difference of Rs. 6,469,855 was observed.
 - III. The opening balance of the stock had been shown as Rs. 10,528,029 in the ledger and according to the financial statements the said balance was Rs.9, 221,117 thus a difference of Rs. 1,306,912 was observed.
 - IV. The following debit balances amounting to Rs.1,425,589,071 and credit balances amounting to Rs.760, 826,645 which had not been used for preparing financial statements had been included in the trial balance.

Accounts item	Debit	Credit
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	Rs.	Rs.
Part time courses lecture fees	92,000	
Part time courses income		3,162,000
Printing section and Part time courses lecture fees	989,600	
Public Fund Transferring Account	1,120,312,313	
Profit and Loss Account		539,276,533
Proficiency Sector development Fund		218,388,112
Reserves and Surplus (cumulative Earnings)	304,195,158	
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Total	1,425,589,071	760,826,645
	=====	=====

V. The following balances had not been included in the trial balance.

Accounts Item	Balance
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	Rs.
Buddha image house Fund	719,866
Ministry of Youth Affairs (MYASD Grant)	63,800,000

Actions had not been taken by the Authority to make adjustments to the above balances and to submit proper evidence for the effects to the financial statements. Therefore those balances could not be confirmed that they were free from effects due to fraud or errors.

- b) The over provision of gratuity amounting to Rs. 28,721,375 which should be adjusted for the retained revenue for the previous year had been adjusted to the statement of financial performance for the year under review. Hence the surplus for the year had been overstated in the same amount.
- c) Accrued expenses amounting to Rs. 6,368,353 relating to the year 2016 had not been brought in to accounts.
- d) A suspense debit balance of Rs.1, 123,161 had been included in the balance of Rs.657, 173,475 of the accumulated fund which had been shown in the statement of changes in equity.
- e) Direct debit amounting to Rs.139, 565 relating to 6 bank accounts and direct credit amounting to Rs. 3,735,397 relating to 5 bank accounts had not been identified and adjusted in the financial statements.

- f) Mobilization advance paid during the year under review for 2 contracts amounting to Rs. 2,151,623 had been brought in to work in progress account instead of taken in to accounts as advance.
- g) A sum of Rs. 7,033,216 relating to modernization of part of the head office premises had been included in the working progress account and the work relating to said contract had been completed and handed over on 12 November 2014. However the value of work done amounting Rs.8,458,390 had not been capitalized. Further provision had not been made for payable sum of Rs. 1,649,913 and a proper approval had not been obtained for additional work.
- h) A sum of Rs. 717,117,965 received to the authority as other capital grants before the year 2011 had been included in the financial statements as other grant reserves and this had not been disclosed in notes to the financial statements.
- i) The balance of differed income according to the ledger as at 31 December 2016 amounting to Rs.1, 064,076,577 had not been classified and included in the statement of changes in equity.
- j) Details such as nature and objective of the balance of reserves amounting to Rs.864, 845,549 included in the statement of financial position had not been disclosed in notes to the financial statements.
- k) Receipt of Treasury capital grants had not been shown separately in the statement of changes in equity and it had been adjusted through the cumulative profit and loss account.
- l) The following deficiencies were observed in the cash flow statement.
 - (i) Although non-financial adjustments should be added to the operating profit, income of Rs.9, 446,442 generated from sale of vehicles during the year had not been adjusted in preparing cash flow statement.
 - (ii) Even though a sum of Rs. 9,446,442 had been received as income from sale of vehicles during the year under review, it had been shown under the investment activities as Rs. 7,935,524.
 - (iii) A sum of Rs. 9,446,442 remitted to the Treasury during the year under review had not been shown under the financial activities.

2.2.3 Unexplained differences

According to the financial statements, the balance of a bank account maintained by regional offices was Rs. 2,720,137 and according to the cash book, said balance was Rs. 920,137 thus a difference of Rs. 1,800,000 were observed. Further the total cash balance of another 3 bank accounts was Rs. 165,657 in accordance with financial statements and it had been shown as Rs. 887,727 in the cash book thus a difference of Rs.722, 070 had been observed.

2.3 Accounts receivable and payable

The following observations are made.

- a) Out of the debtor balance of Rs. 67,993,683 shown in the financial statements for the year under review, the balance as at 22 October 2017 was Rs. 37,700,843. Out of that, a sum of Rs. 4,176,388 consists with 38 debtor balances over 5 years and a sum of Rs.260, 436 consists with 2 debtor balances between 3 years to 5 years. Further a sum of Rs. 33,264,019 consists with 20 balances in the range of 1 year to 3 years and proper action had not been taken to recover those balances.
- b) Action had not been taken even up to 22 October 2017 to settle 38 balances of advance aggregating Rs.4, 034,856 which had been granted by the authority for various purposes during the period from the year 1995 to 2015. Out of said amount, a sum of Rs.767, 476 had been granted to internal officers of the Authority.
- c) Out of the balance of creditors amounting to Rs. 30,963,906 shown in the financial statements for the year under review, a sum of Rs. 300,455 consists with 8 balances over than 5 years, a sum of Rs. 1,962,183 consists with 2 balances between 3 to 5 years, and a balance of Rs.46, 045 more than 2 years had not been settled even up to 22 October 2017.
- d) The unsettled balances as at 22 October 2017 relating to internal transactions included in the miscellaneous debtor balance was Rs. 2,629,477 and the balance included in the balance of creditors relating to internal transactions was Rs. 3,288,989. There were twelve balances amounting to Rs. 755,594 over than 5 years relating to internal transactions which action had not been taken to settle between debtors and creditors.
- e) The balance of refundable deposits as at the end of the year under review was Rs. 46,454,751 and a sum of Rs.27,448,816 which had recovered from apprentices per Rs.5000 and had not refunded over a long period had been included in that balance. Action had not been taken to settle or for any other solution during the year under review and out of said deposits, a sum of Rs. 37,427,985 had been invested in fixed deposits as at the end of the year under review.

2.4 Noncompliance with laws rules regulations and management decisions.

The following observations are made

Reference to laws rules and regulations	Noncompliance
a) Section 11 of the Finance Act No 38 of 1971	Approval had not been obtained for investment made during the year under review amounting to Rs. 6,000,000

- b) Section 2.2 of Chapter IX of the Establishment Code of Democratic Socialist Republic of Sri Lanka Royalty which should be recovered on part time lecture fees of the authority had not been recovered and credited to the Consolidated Fund.
- c) Financial Regulations of Democratic Socialist Republic of Sri Lanka
- (i) F.R 104 Action had not been taken according to the Financial Regulations relating to 2 accidents in the year under review and accidents in previous years
- (ii)F.R 396 (d) Action had not been taken according to the Financial Regulations relating to 21 cheques valued at Rs.59,578 issued over 6 months but not presented to the bank.
- d) Public Finance Circular No PF/423 dated 22 December 2006
- (i) A fund named Central Fund had been established without obtaining approval of the Treasury and the balance of that fund as at 31 December 2016 was Rs. 54,812,788.Approval had been given by the Board of Directors to allocate 40 per cent of the profit generated by part time courses and operations of printing section.
- (ii) Six funds had been established in the Authority by the names of library fund, Institute of Engineering Technology boundary wall fund, Budha Image house fund motor cycle revolving fund, capital reserve on part time courses and obligatory reserves on part time courses, without obtaining the approval of the Treasury and those funds. Moreover the total balance of those funds in addition to the central fund as at 31 December 2016 was Rs.25,632,764.

3. **Financial Review**

3.1 **Financial Results**

According to the financial statements presented, the operations of the Authority for the year ended 31 December 2016 had resulted in a surplus of Rs.21,878,483 and as against to the deficit of Rs. 84,748,374 in the preceding year, thus indicating an increase in the financial results by Rs.106,626,857. Even though grant for skill sector project had been decreased by

Rs. 47,192,637, increase of Treasury grant by Rs.83,000,000 and other income by Rs.33,092,182 and decrease of personal emoluments by Rs. 36,753,773 compared with the previous year had mainly effected to the above increase.

When analyzing the financial results for 04 preceding years and the year under review a financial deficiency had existed in previous 4 years and the deficit of Rs. 84,748,374 for the year 2015 had increased to a surplus of Rs. 21,878,483 for the year under review. However, considering the adjustments of employee's remuneration and depreciation for non-current assets made to the financial results a continuous favorable contribution had shown and the contribution for the year 2012 had increased from Rs.376, 323,732 to Rs.654, 504,693 in the year under review.

3.2 Legal cases commenced against to the authority or by the authority

The following observations are made.

- (a) Two cases has been proceed in the labor Advisory Commission which two interdicted officers had filed against to the Authority.
- (b) A case had been filed by the Wallawaththa police against to an external party for trespass and function of disservice to the Wallawaththa Training Center.

4 Operating Review

4.1 Performance

The following observations are made.

- (a)
 - (i) The objectives of the Authority in accordance with paragraph 37 (1) of the Tertiary and Vocational Education Commission Act No 20 of 1990 are given below.
 - i. Planning, Organizing and providing vocational training, Specifying standards in relation to vocational training, conducting tests and awarding certificates in relation to vocational training.
 - ii. Conducting National Trade Tests ,Conducting Research and Development in vocational training ,Holding of competitions to promote the development of various skills ,Developing vocational capabilities of other vocational training institutes Advice TVES on vocational training
- (b) The authority had not paid attention to fulfil the objectives among those mentioned in paragraph (a) such as Conducting Research and Development in vocational training, holding of competitions to promote the development of various skills, developing vocational capabilities of other vocational training institutes Advice Tertiary and Vocational Education Centers on vocational training.

- (c) A sum of Rs.119.7 million had been allocated for the activities included in the action plan. Out of that a sum of Rs. 65.27 million represents 55 per cent had been incurred as at 31 December 2016.
- (d) A performance Report had not been prepared including the physical and financial progress of the activities of the action plan which had been prepared and approved by the Authority for the year 2016. Although this had been pointed out by the audit reports for the years 2015 and 2014, those reports had not been prepared by the Authority for the year under review.
- (e) Recruiting apprentices and giving up courses
- (I) Considering the recruitments in district level, the highest recruitment for the year 2016 had been reported from Colombo and Hambanthota districts respectively and it was 3,678 and 2,489 respectively. Accordingly as a percentage of the total recruitments of 29,694 in district level, the recruitment from the above two districts was 21 per cent. The lowest recruitment had been reported from Nuwaraeliya, Monaragala and Manar. According to the information of the training division, the number of those recruitments were in a minimum level of 6 per cent represent 596,617 and 657. However actions had not been taken by the Authority to increase such recruitments.
- (II) Under the Industry based apprentice training, the number of apprentices who gave up the training was 40 per cent and 58 per cent relating to industry technicians and situational mode training courses and under the center based apprentices training programme the giving up rate of full time courses was 33 per cent represents a high rate. However action had not been taken to get minimized the number of apprentices who gave up courses.
- (III) Five programmes relating to 2 full time courses had been conducted in Ampara district during the year under review and intake of apprentices was 360. However the number of apprentices recruited was 187 and out of that 46 represents 25 per cent had given up the courses. Accordingly out of the total intake, the number of apprentices who had completed the course was only a 35 per cent and 65 per cent had been underutilized.
- (IV) Although the total intake for the course of sawing machine operator of the Pothuwil apprentice training center had been identified as 80, the number of recruited was 42 during the year under review. Accordingly action had not been taken to recruit 47 number of apprentices and the number of given up the course was 27 represents 64 percent.
- (V) The recruitments for the course of sawing machine operator for Samanthurei and Kalmunei were in a low level of 26 per cent as compared with the total intake.

(f) Non-commencement of courses

Actions had not been taken by the Authority to commence 10 full time courses and 3 part time courses which had been planned under the center based apprentice training for the year 2016.

(g) Conducting courses without an adequate number of apprentices

Nine instances of conducting courses without the minimum requirement of 10 apprentices were observed and attention had not been paid to conduct courses with an adequate number of apprentices.

(h) Progress of National Institutes

Four institutes in the national level in the National Apprentice and Training Authority had been implemented during the year 2016. Although the total number of 1535 had been targeted to recruit for national institutes for the year under review the actual recruitment was 1373. The number of apprentice given up the courses was 139 represents 10 per cent. According to the reply of the chairman, even though there were high demand of the fields of plumbers, carpenters and mechanics, less recruitments had been remained due to less applications of students.

(I) Constructions and Rehabilitations

(i) A sum of Rs 2 million had been allocated to arrange a complete conference hall in the Havelokc town building of the Authority. However intended activity had not been done as at 31 December 2016.

(ii) A sum of Rs. 36.34 million had been allocated in the year under review for rehabilitation work of 5 training centers. Out of that constructions of the Badulla training center and procurement activities of the Kandy training center had not been completed. As a result a sum of Rs. 20.41 million had been underutilized as at 31 December 2016.

4.2 Management Activities

The following observations are made

(a)

(i) Irregularities against to the operational procedures and accepted methodology such as extension of time for applications, calling applicants who had not fulfil minimum qualifications for written tests and changing marks of answer papers had been made in recruiting apprentices for the year 2016 for 8 courses of the Katunayaka Engineering Technology Institute of the Authority.

(ii) Twenty nine apprentice who had obtained lower marks had been called for second interview and recruited deviating the regular order of marks and out of that 26 had been recruited for courses required high marks.

- (iii) According to the operation procedure of National Institutes, external officer should be participated for interviews. However any external officer had not been participated. Further the administrative officer participated to the interview for checking certificates had not signed relevant documents and someone who had not participated to the interview had signed the documents.

- (b) The Authority had entered in to an agreement valued at Rs. 3,231,500 with a private company for timely revisions for syllabus of engineering courses of katunayaka Engineering Technology Institute in May 2014. The agreed activity should be completed on 24 September 2014 and an advance of Rs. 1,809,640 had been given in the year 2014. Although it had been lapsed over 3 years up to 18 June 2017 relevant activity had been abounded. The bank security of Rs. 723,856 which had been given for the advance had been expired on 31 July 2014 and possibility of recovering advance had been loss. Hence the total advance had become a loss to the Authority.

4.3 Operating activities

The following observations are made

- (a) A paper advertisement had been published in 10 newspapers on 25 December 2016 for awarding certificates for national Vocational qualifications for the year 2017 for people who were attending the profession without having vocational proficiency certificates, by evaluating proficiency level based on the pre knowledge and a sum of Rs. 4,942,700 had been paid by the proficiency sector project. However proper approval had not been made available to audit for this advertisement expenses which had not been included in the action plan for the year 2016.

- (b) A shortage of 71 stocks of equipment and inventory items had been existed at the head office and district centers of the Authority and 62 inventory items remained physically in the job placement division of the head office had not been included in the stock register.

4.4 Apparent Irregularities

A vehicle branded Toyota corona which had not been in a running condition and confiscated by the Sri Lanka customs had been purchased at Rs. 1,134,000/- by the authority in the year 2010. How ever this vehicle had not been registered by the authority and in the instructions of the committee of Public Enterprises, the engine had been handed over to the German training institute Kilinochchi for training purposes on 29th November 2016. According to the initial investigation report relating to the running condition of the vehicle recommended disciplinary action had not been taken against the officers who had failed to take action to purchase without a proper examination and the officers who had not been able to repair the vehicle after purchasing.

4.5 Underutilization of Funds

The underutilized capital grant as at 1 January 2016 was Rs. 33,389,693 and the said amount as at 31 December 2016 was Rs. 23,955,451 thus capital grant received from the Treasury had been underutilized.

4.6 Idle and Underutilized Assets

The following observations are made

- a) The land one acre in extent provided by the Divisional Secretariat Kalmune to the district training center of the Authority had been remained idle even up to 30 September 2016.
- b) Fifty six items of training instruments relating to the course of attendant had been remained idle due to non-conducting of courses at Kinniya Training Center in Trincomalee District and Badulla Training Center in Badulla district. Further 751 items of training instruments had been remained idle due to non-conducting of any course during the year 2016 in Mulathive district.

4.7 Resources of the Authority released to other Institutions

Resources of the Authority had been released to external Institutions contrary to the terms of paragraph 8.3.9 and section 9.4 of the Public Enterprises Circular No PED/12 dated 02 June 2003.

The following observations are made in this regard

- a) Two employees of the Authority had been released to the line Ministry and 4 employees had been released to the staff of the Minister since 9 December 2015 and the period released was in a range of 5 months to 18 months. Even though the salaries of those officers should be reimbursed from institutions which those officers had been attached, salaries amounting to Rs. 824,087 had not been reimbursed.
- b) A pool vehicle of the Authority had been attached to the service of the Ministers staff of the Ministry of Skills Development and Vocational Training from 25 August 2016 without obtaining any written approval or without release and a sum of Rs. 160,641 had been incurred by the Authority for service and repairs of the vehicle.

4.8 Staff Administration

The following observations are made.

- a) The approved cadre for the year under review was 1,358 and the actual cadre was 1,121 including 46 of the contract basis. Accordingly the number of vacancies of the permanent staff was 283 and actions had not been taken to recruit officers for the above posts. A number of 198 posts including lecturer, training officer, consultant and examiner had been vacant in the academic category. Therefore it was observed

that the above situation had been adversely effected to the activities of training and research of the Authority.

- b) Two officers had been employed in the construction and maintenance section of the Authority since 2011 and in maintenance work since 2009 on assignment basis without taking actions to recruit permanent officers.
- c) Contrary to the instructions of the letter of the Department of Management Services dated 10 November 2009, an officer had been recruited by the Authority on 16 July 2012 to the post of Deputy Director (Administration) and the initial salary step of the officer had been stated as Rs. 25,640 in the appointment letter. However the officer had made a request to the institute to pay a sum of Rs.38, 530 as the salary which had been advertised in the paper notice. Moreover the request had been referred to the Labor Commissioner General as rectifications were not made to the salary. However instructions had been given to rectify the salary scale and salary arrears which the both parties had been agreed from the date of report for the duty.
As a result, a total amount of Rs. 436,805 had to be paid to the officer by the Authority. A proper examination had not been carried out against responsible officers in this regard.
- d) The personal file of the above mentioned officer had been forwarded to the Chairman on 17 September 2015 by the Vice Chairmen of the Authority in order to get approval for the confirmation of the service. It had been revealed in the note of the Assistant Director (Human Resources) dated 23 September 2015 , At the moment, the prevailing performance report had been removed and another report had been replaced. However proper examination had not been carried out against the responsible officers in this regard.
- e) According to the Section 3.1 of the Chapter XV of the Establishment Code officers in the probation period should not be allowed to go to abroad for studies
- f) or exercises except for obtaining essential qualifications for conformation of the service. Contrary to this requirement 18 officers had been sent to 2 foreign training studies by the Authority.
- g) Officer recruited to the post of office assistant on 1 August 2016 had been released full time from the duties relating to the post and had been assigned to a special duty for collecting information of students in Kaluthara district who had studied up to G.C.E (ordinary level) and a sum of Rs. 348,973 had been paid as salaries and allowances for the period from 1 August 2016 to 30 May 2017.
- h) A post of coordinating officer had been set up excluding the approved cadre in order to establish 04 industry skills councils (sector councils) under the skills sector development project of the authority. Further an officer had been recruited for the above post on 2 May 2016 and a sum of Rs. 585,569 had been paid from project funds during the year 2016 as salaries, vehicles and fuel allowances. This officer was responsible for organization and coordination discussions relating to skills council. However this officer had reported for duty only 36 days including 10 days of December 2016 and 26 days for the period from January to April 2017 and a sum of

Rs. 420,200 had been paid as salaries and allowances. Accordingly an abnormal payment of Rs. 11,672 per day had been made.

4.9 Vehicle Utilization

The old file relating to the vehicle which had been driven out for engine repairs from the year 2007 up to 2014 and parked at the Orugodawatta premises had not been furnished to audit. Hence the error could not be disclosed. Although quotations had been called 4 times since the year 2011, repairs had not been done. The estimate for repairs presented in the year 2011 was Rs. 918,428 and in the year 2014 it had been increased up to Rs. 1,683,500. However this vehicle had been repaired in the year 2014 and it had been caught fire on 15 March 2016. Even though an advance of Rs. 110,040 had been received from the Insurance Company, the vehicle had not been repaired even up to 23 November 2017 and parked at a private garage.

5 Accountability and Good Governance

5.1 Internal Audit

Although an internal Audit Unit had been established and 8 officers had been attached by the Authority, attention had not been paid for implementing audits according to the audit plan, follow up actions and rectification on the matters pointed out.

5.2 Budgetary Control

Variances ranging from 10 per cent to 118 per cent between the actual and budgeted expenditure and revenue were observed thus indicating that the budget had not been use as an effective instrument of management control.

5.3 Unresolved Audit Paragraphs

The following observations are made.

- a) A sum of Rs. 2,000,000 which had been incurred by the Authority for world youth council in the year 2014 and receivable from the Ministry of Skills Development and Vocational Training had not been shown under the receivable balances.
- b) Proper examination had not been carried out relating to the loss of 25 feet's of copper tape of the lightning conductor which had been fixed in the student's hostel of Katubadda Engineering Training Institute in the year 2015.

6 Systems and Controls

Deficiencies in systems and controls observed during the course of audit were brought to the notice of the Chairman of the Authority from time to time. Special attention is needed in respect of the following areas of control.

Areas of Systems and Controls

Observations

- | | |
|-------------------------|---|
| a) stock Control | Certain Purchasings of stock items were not being included in the books. |
| b) Accountability | <ul style="list-style-type: none">I. Authority was not being delegated to officers for specific limits of Journal entries.II. Separate bank reconciliation statements were not being prepared for 5 current accounts.III. Out of order and incomplete filing of vouchers of the Authority and submission for audit without checking by a responsible officer.IV. Three cash books were being maintained for 1 bank account and activities relating to the bank account were being complicated and not clear. |
| c) Vehicle Utilization | Vehicles were condemned due to not being repaired in time. |
| d) Staff administration | <ul style="list-style-type: none">I. Obstructions for training as adequate academic staff were not being recruited.II. Recruitment of staff deviating the approved procedure.III. Non-maintaining of personal files safely and confidentially and disciplinary actions were not being conducted and decision were not being implemented. |
| e) Financial Control | Money were being remained idle due to maintaining reserves and funds without proper approval. |

