



PCaBII MONTHLY REPORT TO FMIP MANAGEMENT - August 2011

OTHER ACTIVITIES APART FROM MANDATORY REPORTS	ONGOING CHALLENGES OF THE MONTH & WAY FORWARD	
	CHALLENGES	WAY FORWARD
<p>1. Offer support and assistance to FTB trainers to run various financial management trainings, assisting in offering TMC when necessary and monitoring of staff who have attended CBT in FM.</p> <p>2. Various OJT workshops are conducted in some provinces on DSIP on how to prepare AFS report using the data extracted from PGaS, especially Trust Transaction Detail. Then demonstrated the link to Statements C, D, A and A Notes.</p> <p>3. Updating of Cash Advance Management, including Traveling Allowances and Losses and Deficiencies Management in some provinces dating to back to many years. Templates are prepared and given to staff to use at work stations.</p> <p>4. Conducted Accounting Entries Workshop in two provinces and was jointly facilitated by ASFD,</p>	<p>1. Lack of supervision and control from District Treasurers affecting the Districts submitting reports on time or meeting deadlines in some provinces</p> <p>2. The training materials offered by FTB trainers to participants in some provinces needs to be simplified as it is Australian standard and it was copied and paste and participants are finding it difficult to comprehend.</p> <p>3. After conducting OJT workshop on a number of areas, some DTO are still having problems because they haven't mastered the skills or did not attend the OJT workshop so it would be</p>	<p>1. Planning a workshop on leadership and supervising for DTs and Accountants. Complete training document. Secondly is to visit and mentor District Treasurers to improve on supervision and control of subordinates, take responsibility for Bank Recs and AFS.</p> <p>2. PCaBII Management to raise the matter with FTB through FMIP Management and suggest to FTB to review and simplify the materials concerned.</p> <p>3. Plan to revisit districts again and conduct TMC at work stations and hopefully officers can master the various skills.</p>

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<p>PDFMD and the project. Compiled all outstanding items in schedules 1 to 11 for former years, documented everything and have been sent to the Secretary, Department of Finance through ASFD, Dept of Finance.</p> <p>5. Continued to offer support and M&E on Accounting Treatments for AFS, Trust Accounts and other memoranda or Manual Accounting Records in some provinces.</p> <p>6. Various sessions are also conducted on preparing Daily Provincial Cash Flows in some provinces</p> <p>7. Various OJT workshops are conducted in some provinces on other areas of financial management such as Claim Examination, Procurement and the Asset Management etc.</p> <p>8. Attending to various meeting in the provinces among stakeholders and also with delegations from Waigani, AusAid and learning Team etc.</p> <p>9. Some advisors are invited by the Provincial Administration Budget Review Committees to be part of the team to review District/LLG budget performance and also offering strategic advices where it is necessary in some provinces.</p> <p>10. Advisors were tasked during the midterm</p>	<p>difficult for them to compile reports accurately.</p> <p>4. Outstanding Acquittals seem to be a common problem for all pilot provinces.</p> <p>5. Some advisors have discovered that PT and Accountant needs to ensure that cash book and bank statement per month for PHQ Accounts are in BALANCE. That is no item should appear in schedules 1, 7 and 4. Any discrepancies should be investigated and if possible, apply surcharge on the officers concerned</p> <p>6. Continuous rain, rough seas and strong wind warnings is a problem for some of our Martine provinces which affect some of the site based advisors programs especially the DLSAs.</p> <p>7. Many staff lack basic computer knowledge to effective carryout their allocated tasks</p>	<p>4. Individual provinces are beginning to make awareness especially to Divisional Advisors by disseminating information on the whole of Government Accounting</p> <p>5. PT and Accountant to closely monitor the cash collections so that discrepancies do not occur. A template will be developed for remitting ROPM monies to Waigani and another for balancing cash book/receipts with the bank deposits.</p> <p>6. Concerned advisors are assisting PSAs in offering training to PHQ staff and also to one or two DTO and LLG staff which are located within the provincial capital.</p> <p>7. IT Training should be an ongoing</p>

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<p>review workshop to write baseline questions on various topics such as Cash Advance & Loss Management, Accounting Treatments etc.</p> <p>11. Basic Computer training has commenced in Central Province. A total of 30 staff from Treasury and Administration have under gone this training.</p>		

ADDITIONAL COMMENTS

- The main highlight for this month in Eastern Highlands is the Accounting Entries works for Write Off/On for outstanding items in schedules 1 – 11. This will be presented to Secretary, Department of Finance through ASFD. It may not be that easy for the Secretary because of certain implications in terms of funds etc. We have done what we had to do at the Provincial Level for Financial Management and Improvement with a hope of adding value to all reports from EHP. We are pretty sure that positive responses are anticipated from the way we have collated everything. It is up to Accounting Frameworks to pursue this interest in Waigani.
- District Local Level Support Advisor (DLSA) in Western Province is working on a new initiative to easier and simple methods, techniques to produce bank reconciliation and compile financial reports by access program He has also assisted the Provincial Treasurer (PT) to developed a communication system (network) to link the provincial treasury office with the district treasuries. The DLSA has created gmail accounts with the use of digcel modern for the Provincial Treasurer, District Treasurers and all the accountants. He has offered training to the mentioned officers on how to send and receive messages through the use of email. As a result, the officers are now communicating with each other regularly and more significantly, they are able to receive their bank statements on time to compile their monthly bank reconciliations.

