

AG - KMF

WESTERN NORTH REGION

Introduction

584. The Western North Region had nine Assemblies in 2024, made up of three Municipalities and six Districts. The list of the nine Assemblies, their capitals, status, and Legislative Instruments are attached as Appendix 'A'.

585. We audited the books and accounts of all the nine Assemblies for the 2024 financial year and issued management letters thereon. All the Assemblies responded to our management letters as required by Section 29(1) of the Audit Service Act, 2000 (Act 584).

Financial Reporting

Submission of annual financial statements

586. All the nine Assemblies submitted their 2024 financial statements for audit in compliance with Section 80 of the PFM Act, 2016 (Act 921). We issued our opinion on the financial statements of the nine Assemblies accordingly. The table below shows the annual financial statements submitted by the Assemblies over a three-year period.

Year	No. of Assemblies	Assemblies with audited financial statements	No. of defaulting Assemblies	Percentage of defaulting Assemblies
2022	9	9	Nil	Nil
2023	9	9	Nil	Nil
2024	9	9	Nil	Nil

Sources of Income

587. The nine Assemblies operated with a total income of GH¢136,174,806.17 during the year. This comprised Internally Generated Funds (IGF), District Assemblies Common Fund allocations, Government Salary Grant, and support from Ghana's Development Partners.

IGF Revenue Performance

588. The collections were made up of property rates, fees, licenses, royalties, and other miscellaneous sources for their expenditure. The nine Assemblies collected a total IGF of GH¢16,151,852.00 which represented an increase of GH¢6,923,969.98 or 75 percent over the 2023 figure of GH¢9,227,882.02.

Assets and Liabilities

589. The total assets of the nine Assemblies as of 31 December 2024 was GH¢337,499,422.06, whilst total liabilities amounted to GH¢1,957,737.46 resulting in the net assets of GH¢335,541,684.60.

590. The schedules of total income, IGF performance, assets and liabilities of the nine Assemblies are provided in Appendices B to D.

Management Issues

Cash Irregularities

Uncollected revenue - GH¢382,254.69 ✓

591. Regulation 32 of the PFM Regulations, 2019 (L.I. 2378) stipulates that a Principal Spending Officer of a covered entity shall take effective and appropriate steps to collect money due the covered entity.

592. We noted on the contrary that, the Management of two Assemblies did not recover revenues due from property rates and business operating permits (BOPs) amounting to GH¢382,254.69 from 154 property owners, Cocoa Buying Companies, other corporate organizations. Details are provided below.

No.	Assembly	Property rates & BOPs	
		No. of default institutions	Revenue due
1	Juaboso	129	126,000.00
2	Sefwi Wiawso	25	256,254.69
	Total	154	382,254.69

593. This had denied the Assemblies funds needed for their operations as a result of which the tendency of utilising DACF funds for administrative activities leading to delayed/abandoned ongoing projects cannot be ruled out.

594. We recommended that Management of the Assemblies involved should take the necessary steps, including legal action, to recover the amount of GH¢382,254.69 from the defaulters.

Inefficient revenue collection - GH¢277,756.64 ✓

595. Section 52 of the PFM Act, 2016 (Act 921) requires the Principal Spending Officer of a covered entity to institute proper control systems to prevent losses and wastage.

596. We however noted that eleven revenue collectors of five Assemblies received compensation of GH¢432,081.64 as compared to their revenue collection of GH¢154,325.00 representing 36 percent of the remuneration, resulting in a shortfall of GH¢277,756.64. Details are provided below:

Assembly	Name of revenue collector	Total emoluments paid	Total revenue collected	Shortfall
Bibiani/ Anhwiaso/ Bekwai	Mr. John Ador	57,560.04	12,585.00	44,975.04
	Peter Subre	41,785.92	--	41,785.92
Bodi	Kwame Isaac	33,718.98	20,770.00	12,948.98
	Chris L. Agyapong	31,567.09	4,660.00	26,907.09
	Mercy Krah	38,838.80	7,495.00	31,343.80
	Nkrumah Millicent	39,849.12	10,041.00	29,808.12
Juaboso District	Owusu Ansah	41,392.85	9,909.00	31,483.85
	Stephen			
	Agyeman Rosemary	38,896.91	6,790.00	32,106.91
Bia East	Dorcas Adomah	31,552.32	23,527.00	8,025.32
Sefwi Akontombra	Kwesi Joseph	37,910.03	37,168.00	742.03
	Abiaw Juliet	39,009.58	21,380.00	17,629.58
Total		432,081.64	154,325.00	277,756.64

597. The Assemblies did not achieve value for money from the performance of the revenue collectors, which could result in their continues over reliance on the DACF releases leading to abandoned/delayed projects.

598. We recommended to Management of the Assemblies involved to set and enforce the achievement of revenue targets by collectors and ensure that remuneration paid commensurate with their collections to prevent losses to the Assemblies. We also recommended that non-performing revenues officers should be sanctioned.

Bia East	Dorcas Adomah	
Sefwi Akontombra	Kwesi Joseph	
	Abiaw Juliet	

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No	Assembly	Source of Fund	Details of transaction	No of PVs	Amount
1	Suaman District	IGF	Goods, minor works and services	5	19,880.00
2	Aowin Municipal	IGF	Goods and Services	9	19,050.00
3	Bia West District	IGF	Goods and Services	10	102,675.00
Total				24	141,605.00

605. As a result, we were unable to authenticate whether the payments of GH¢141,605.00 were made in furtherance of programmes of the Assemblies.

606. We therefore recommended that the Coordinating Directors and Finance Officers involved should be jointly held liable for the refund of GH¢141,605.00 into designated accounts of the Assemblies.

Unpresented payment vouchers-GH¢110,060.00

607. Regulation 82 of the PFMR, 2019 (L.I. 2378) requires that a payment by a covered entity should be accompanied with a payment voucher, authorized by the head of accounts and approved by the Principal Spending Officer.

608. Contrary to the above-stated law, Management of two Assemblies did not present 13 payment vouchers with face value of GH¢110,060.00 for audit. Details are provided below:

No	Assembly	Source of Fund	Details of transaction	No of PVs	Amount
1	Aowin	IGF	Goods, work & services	7	16,060.00
2	Bia West	IGF	Goods, work & services	6	94,000.00
Total				13	110,060.00

609. Management intimated that the payment vouchers were misfiled.

610. We were unable to authenticate the authenticity of the payments and therefore recommended that the Coordinating Directors and Finance Officers involved should jointly be held liable for the refund of the amount of GH¢110,060.00 into the designated accounts of the Assemblies.

No	Assembly	Source of Fund	Details of transaction
1	Aowin	IGF	Goods, work & services
2	Bia West	IGF	Goods, work & services

Revenue unaccounted for-GH¢7,730.00

611. Contrary to Regulation 46 of the PFM Regulations, 2019 (L.I. 2378), we noted that a Revenue Superintendent, Mr. Pual Kwame Anderson of Bia West District Assembly, did not account for revenue collection amounting to GH¢7,730.00.

612. The action of the Revenue Superintendent resulted in loss of funds of GH¢7,730.00 to the Assembly.

613. We recommended to Management to take steps to recover the amount of GH¢7,730.00 from Mr. Paul Kwame Anderson otherwise the amount should be deducted from his salary. We also recommended that Mr. Paul Kwame Anderson should be sanctioned, and Management of the Assembly should step-up their supervisory roles over revenue collection to prevent such recurrences.

Revenue unaccounted for- GH¢7,730.00

Unpresented value books - GH¢32,400.00

614. Regulation 147 of the PFM Regulations, 2019 (L.I. 2378) requires a Principal Spending Officer to be responsible for the efficient control of stock of value books of the covered entity.

615. On the contrary, Management of two Assemblies did not present 16 GCR booklets with an average collection amounting to GH¢32,000.00 and four market tickets valued at GH¢400.00 for audit. Details are provided below:

Assembly	GCR Serial No.	Market Ticket	Value
Bibiani/Anhwiaso/Bekwai	5855401-500	-	2,000.00
	5855601-700	-	2,000.00
	5855801-900	-	2,000.00
	3920501-600	-	2,000.00
	3921501-600	-	2,000.00
	15834701-800	-	2,000.00
Sefwi-Akontombra	1453901-4000	-	2,000.00
	1446301-400	-	2,000.00
	1447701-800	-	2,000.00
	1447901-8000	-	2,000.00
	1451201-300	-	2,000.00
	1451401-500	-	2,000.00
	1451701-800	-	2,000.00
	1451801-900	-	2,000.00
	1451901-2000	-	2,000.00
	1452601-700	-	2,000.00
Bia West District Assembly	2776801-900	2776801-900	100.00
	2785401-500	2785401-500	100.00
	2785601-700	2785601-700	100.00
	2785801-900	2785801-900	100.00
Total:	16	4	32,400.00

616. Failure to account for Value Books could result in loss of funds to the Assemblies as the collections might be used for personal interest rather than in furtherance of the programmes of the Assemblies. This could lead to delayed/abandoned projects in the Assemblies because of over reliance of DACF on administrative activities.

617. We recommended to Management of the Assemblies to immediately retrieve the GCRs and recover the revenues collected from the Revenue Collectors involved. Failing this, the Coordinating Directors, Finance Officers and Revenue Superintendents should be held liable for a refund of the amount. We also recommended that the defaulting revenue collectors should be sanctioned, and Management of the Assemblies should strengthen their internal controls over accounting for value books to avert such recurrences.

Outstanding electricity bill

618. Section 7 of the PFM Act, 2016 (Act 921) state that a Principal Spending officer of a covered entity shall ensure the regularity, and proper use of money appropriated in that covered entity and establish an effective system of risk management, internal control and internal audit in respect of the resources and transactions of a covered entity.

619. We however noted that the Bodi District Assembly owed Electricity Company of Ghana (ECG) a total amount of GH¢175,617.47 from January 2022 to September 2024 which according to Management was a result of non-availability of funds.

620. The Assembly stood the risk of disconnection by ECG, which could bring its activities to a halt.

621. We recommended to Management of the Assembly to take the necessary action to pay the outstanding bills and in future make payments on due dates for the avoidance of any legal suit by ECG leading to loss of funds to the Assembly and also disconnection which could disrupt government business at the Assembly.

Failure to publish or gazette the 2024 by-laws or fee-fixing resolution of the Assembly
622. Section 182 of the Local Governance Act of 2016 (Act 936) states that a by-law shall not have effect until the by-law has been posted on the premises of the District Assembly concerned and in at least one other public place within the district and published in a daily newspaper of national circulation or the Gazette.

623. We recommended to Management of the Assembly to pay the outstanding bills and in future make payments on due dates for the avoidance of any legal suit by ECG leading to loss of funds to the Assembly and also disconnection which could disrupt government business at the Assembly.

623. Contrarily, Management of the Suaman District Assembly did not publish or gazette the 2024 by-laws of the Assembly.

624. In the absence of gazetted by-laws, the Assembly may lack the power and authority to enforce its laws in case of any dispute.

625. We recommended to Management of the Assembly to put measures in place to ensure that the Assembly publishes or gazettes all its by-laws, including the fee fixing resolutions to give authority to the implementors.

Payroll Irregularities

Unearned salaries -GH¢139,710.28

626. Regulation 92 of the PFM Regulations, 2019 (L.I. 2378) states, that the Principal Spending Officer of Covered Entity shall ensure the immediate stoppage of payment of salary to public servants and notify the Controller and Accountant General on vacation of post by an employee of gazetted by-laws, the Assembly may lack the power and authority to enforce its law in case of any dispute.

627. Contrary to the above Regulation, our examination of personnel records, Employee Salary Payment Vouchers and attendance register of Bodi and Sefwi Akontombra District Assemblies revealed that the Coordinating Directors and the Human Resource Officers validated salary payments of GH¢139,710.28 to five employees of the Assembly for no work done for the period. Details are provided below:

Assembly	Name of Separated staff	Grade	Period of Separation	Total Unearned Salary	Remarks
Bodi District	George Mintah	Procurement Assistant	January 2024	13,093.98	Vacation of post
	Bismark Agyekum	Asst. Quantity Surveyor	January 2024	13,773.03	Vacation of post
Sefwi Akontombra District	Nicholas Arthur	Internal Auditor	January 2023	47,444.09	Vacation of post
	Stephen Atuahene	Driver	June 2024	17,180.45	Vacation of post
	Benjamin Akoi	Technician	January 2023	48,218.73	Vacation of post
	Wuntumi	Engineer	January 2023		
	Total			139,710.28	

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628. Management of Bodi District could not give reason for the anomaly. However, Management of Akontombra explained that the unearned salary was occasioned by the Member of Parliament for Sefwi Akontombra via letters dated 16 August 2022 (Nicholas Arthur) and 17 May 2024 (Stephen Atuahene) to the Chief Executive to release the two officers to him to serve as his personal assistant and driver respectively. However, no letters of approval from the Office of the Head of Local Government Service for the release of the staff were received before the staff heeded to the request of the MP leaving their posts at the Assembly.

629. The payment of unearned salaries could lead to loss of funds to the State.

630. We recommended a recovery of the unearned salary of GH¢139,710.28 from the beneficiaries into the Auditor-General's Recoveries Account Number 1018331470015 at Bank of Ghana or Number 1011200005912 at GCB Bank Ltd, failure of which the Coordinating Directors and Human Resource personnel should be jointly held liable to refund the amount.

Unpaid salaries of casual staff - GH¢43,746.20

631. Section 76 (4) of the Labour Act, 2003, (Act 651) requires the Employer to pay a temporary or casual worker the full minimum remuneration for each day on which the worker attends work.

632. We noted that the Management of Bodi District Assembly was indebted to eight casual staff of GH¢43,746.20 for the period September 2023 to December 2024 contrary to the above provision of the Act. Details are provided below:

No.	Name	Job Title	Total
1	Appiah K. Simon	Radio Operator	7,220.40
2	Jennifer Ocran	Assistant Radio Officer	7,220.40
3	Samuel Anaba	Security	7,094.80
4	Gordon Adu Fuachie	Higher Executive Officer	7,094.80
5	Albert Bright Nkuah	Gardener	7,094.80
6	Peter Nkuah	Driver	7,094.80
7	Pius Boateng	Accounts Assistant	463.1
8	Eric Ennin	Procurement Assistant	463.1
	Total		43,746.20

633. Management attributed the indebtedness to the staff to lack of funds. As a result of which the staff involved were denied financial resources for their livelihood.

634. We recommended to the Chief Executive, Coordinating Director, and Finance Officer to take immediate steps to pay the salary arrears of GH¢43,746.20 to the eight staff and desist from delay payment of salaries to staff.

Unremitted Tier 2 contribution to Pension Fund Manager - GH¢2,948.00

635. Section 3 of the National Pension Act, 2008 (Act 766), as amended, states that an employer of an establishment shall deduct from the salary of every worker in the establishment immediately at the end of the month, a worker's contribution of an amount equal to five and half per centum of the worker's salary for the period, irrespective of whether or not the salary is actually paid to the worker. Also, out of the total contribution of eighteen and a half per centum an employer shall within fourteen days from the end of each month transfer the following remittances to the mandatory schemes on behalf of each worker. Thirteen and half per centum to the first -tier mandatory basic national social security scheme; and five per centum to the second-tier mandatory occupational pension scheme.

636. Notwithstanding the above stated provisions, Management of the Bodi District Assembly did not remit the Tier 2 contributions of eight casual staff amounting to GH¢2,948.00 for the period January to December 2024 to the Pensions Fund Manager. Details are provided below:

No	Name	Job Title	Total
1	Appiah K. Simon	Radio Operator	382.00
2	Jennifer Ocran	Assistant Radio Officer	382.00
3	Samuel Anaba	Security	378.00
4	Gordon Adu Kwachie	Higher Executive Officer	378.00
5	Albert Bright Nkuah	Gardener	378.00
6	Peter Nkuah	Driver	378.00
7	Pius Boateng	Accounts Assistant	378.00
8	Eric Ennin	Procurement Assistant	294.00
Total			2,948.00

637. Management attributed the infraction to financial challenges facing the Assembly. The non-payment of the Tier 2 contribution to the fund manager could deny the casual staff a decent pension package when they retire to enhance their livelihood.

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4	Gordon Adu Kwachie	Higher Executive Officer
5	Albert Bright Nkuah	Gardener
6	Peter Nkuah	Driver
7	Pius Boateng	Accounts Assistant
8	Eric Ennin	Procurement Assistant
Total		

637. Management attributed the infraction to financial challenges facing the Assembly.

638. We recommended that Management of the Assembly should promptly pay the Tier 2 contribution to the Fund Manager and the Coordinating Director and Finance Officer be held liable for any penalties payment.

Stores Irregularity

Failure to account for fuel purchased - GH¢65,336.93

639. Section 52 of the PFM Act, 2016 (Act 921) states that a Principal Spending Officer is discharged of accountability of government stores where the stores have been consumed in the course of public business and records are available to show that the stores have been consumed.

640. Notwithstanding the above stated law, Management of three Assemblies spent a total amount of GH¢65,336.93 on fuel purchased but could not provide us with any record of evidence on the use of the fuel in the interest of the Assemblies. Details are provided below:

No.	Assembly	Number of transactions	Details	Amount
1	Suaman	20	Cost of fuel purchased	19,011.93
2	Sefwi Akontombra	26	Cost of fuel purchased	39,595.00
3	Aowin	12	Cost of fuel	6,730.00
	Total	58		65,336.93

641. Consequently, we were unable to authenticate that the fuel purchased were used in the interest of the Assemblies.

642. Notwithstanding the above stated law, Management of the Assemblies:

642. We therefore recommended recovery of the amount GH¢65,336.93 from Coordinating Directors and the Finance Officers into the designated accounts of the Assemblies.

No.	Assembly	Number of transactions	Details
1	Suaman	20	Cost of fuel purchased
2	Sefwi Akontombra	26	Cost of fuel purchased
3	Aowin	12	Cost of fuel
	Total	58	

Assets Management Irregularity

Abandoned vehicles

643. Section 83(1) of the Public Procurement Act 2003 (Act 663) as amended states that the head of a procurement entity shall convene a board of survey comprising representatives of departments with vehicles, unserviceable, obsolete or surplus stores, plant and equipment which shall report on the items and subject to a technical report on the interest of the Assemblies.

642. We therefore recommended recovery of the amount GH¢65,336.93 from Coordinating Directors and the Finance Officers into the designated accounts of the Assemblies.

Assets Management Irregularity

Abandoned vehicles

them, recommend the best method of disposal after the officer in charge has completed a board of survey form.

644. We noted during our physical inspection of assets that nine unserviceable vehicles and equipment of three Assemblies had been abandoned and left under the mercy of the weather, contrary to the above provisions of the Act. Details are provided below:

Assembly	Vehicle	Registration number	Year of Purchase	Chassis Number	Condition	Location
Bia East	Nissan Hard Body Pick Up	GV-1-16	2016	ADCCPUD23 Z0054343	Broken Down	Mechanic shop at Kumasi
Suaman	Nissan Patrol	GT 9225-X	2006	22Z0077645	Broken Down	Assembly's premises
	Nissan Patrol	GM 5733-12	2012	JN1TCSY61Z0 584428	Broken Down	Assembly's premises
Juaboso	Nissan Hard Body Pick Up	GV 83-S	-	-	Broken Down	District Assembly's Car Park
	Ford Everest 4x4	GE-1876-W	2009	MNCLS4D107 W203163	Broken Down	Mechanic shop at Asawinso
	Nissan Pick Up	GN -8101-12	2012	ADNCJUD227 0024682	Broken Down	Mechanic shop at Juaboso
	Farm Truck	GV-5140-V	2008	-	Broken Down	District Assembly Premises
	HRM Grader	GT-5318-09	2009	-	Broken Down	Ecomog Bungalow
	Dongfeng KIA	GV -83-12	2012	-	Broken Down	Ecomog Bungalow
	Nissan Hard Body Pick Up	GV-1-16	2016	-	Broken Down	-

645. The unattended to abandoned assets could lead to further deterioration and depletion of their salvage value. It also provides a safe haven for wild reptiles such as snakes, thereby endangering the lives of staff and visitors through unavoidable snake bites.

646. We recommended that Management should take the necessary actions on the abandoned assets by repairing those that are serviceable, and the unserviceable ones should be disposed-off in accordance with existing laws.

Expired insurance and roadworthy certificates

647. Section 7& 8 of the Road Traffic Regulation 2012, (L.I 2180) state that a person shall not (a) drive or use, or (b) permit another person to drive or use a motor vehicle on a road, unless the motor vehicle has a valid road use certificate provided for under the Act. Also, Section 7 (2) of the PFM Act, of 2016 (Act 921) requires that a Principal Spending Officer shall, in the exercise of duties under this Act, establish an effective system of risk management, internal control and internal audit in respect of the resources and transactions of a covered entity.

648. We however noted that Management of Suaman District Assembly had not renewed the insurance and roadworthy certificates of three vehicles currently in use. Details are provided below:

No	Type of vehicle	Vehicle registration no
1	Navara Pickup	GV 21-15
2	Nissan Patrol	GC 2280-18
3	Nissan Pickup	GC 866-18

649. Failure to subject official vehicles to technical inspection and certification periodically could increase the risk of vehicle breakdown and endangering the lives of other road users without appropriate compensation.

650. We recommended to Management of Suaman Assembly to ensure that the insurance and roadworthy certificates of all the official vehicles are renewed without further delay.

Tax Irregularity

Failure to withhold / remit tax-GH¢13,854.80

651. Sections 116 and 117 of the Income Tax Act, 2015 (Act 896) require the Assemblies as withholding tax agents to deduct the appropriate rate of tax from payments for goods and services and remit same to the Commissioner-General of the Ghana Revenue Authority within 15 days after the end of the calendar month in which the tax was withheld.

652. On the contrary, Management of three Assemblies did not withhold tax of GH¢11,663.15 nor remit withheld taxes of GH¢2,191.65 to GRA. Details are provided in the table:

No.	Assembly	Source of Fund	Number of Transactions	Gross Amount	Tax no Deducted	Tax not Remitted	Total
1	Suaman	IGF	25	65,214.00	4,568.42		4,568.42
2	Sefwi	IGF	10	42,570.00		2,191.65	2,191.65
	Akontombra	IGF	13	97,257.35	5,367.48		5,367.48
3	Aowin	IGF	6	41,390.00	1,727.25		1,727.25
	Total			246,431.35	11,663.15	2,191.65	13,854.80

653. Non-deduction and unremitted taxes to the Commissioner-General could result in the award of penalties against the Assemblies. It also impedes the government's effort in meeting tax revenue targets.

654. We recommended that Management of the Assemblies should ensure compliance with the relevant tax laws and also the Finance Officers remit the withheld taxes of GH¢2,191.65 to GRA. We also recommended that the Finance Officers should be held liable for any penalties to be imposed on the Assemblies.

2	Sefwi	IGF	10	42,570.00		2,191.65	2,191.65
	Akontombra	IGF	13	97,257.35	5,367.48		5,367.48
3	Aowin	IGF	6	41,390.00	1,727.25		1,727.25
	Total			246,431.35	11,663.15	2,191.65	13,854.80

653. Non-deduction and unremitted taxes to the Commissioner-General could result in the award of penalties against the Assemblies. It also impedes the government's effort in meeting tax revenue targets.

654. We recommended that Management of the Assemblies should ensure compliance with the relevant tax laws and also the Finance Officers remit the withheld taxes of GH¢2,191.65 to GRA. We also recommended that the Finance Officers should be held liable for any penalties to be imposed on the Assemblies.

AC - report
DACF

WESTERN NORTH REGION

Introduction

685. The total allocations of DACF to the nine Assemblies in the Western North Region during the 2024 financial year amounted to GH¢15,228,252.03 out of which a total of GH¢5,103,221.67 was deducted at source in favour of the Assemblies' Service Providers leaving net cash transfer of GH¢10,125,030.37 or 66.49 percent of the total allocations, as shown in Appendix A.

Management Issues

Cash Irregularities

Over utilisation of DACF on administrative expenditure-GH¢987,248.60

686. Section 3.6 of the 2023 DACF Guidelines stipulates that Assemblies could spend up to 10 percent of their DACF allocation on Administration.

687. We however noted that three Assemblies spent in excess of GH¢987,248.60 of the allocated DACF of GH¢4,394,507.60 on administrative expenses such as training of staff, servicing of vehicles, fuel, T & T, stationery, allowances and others in contravention of the above guidelines, which requires spending up to 10 percent threshold of their total net allocation. Details are provided below.

Assembly	Net Amount Received	10% Allocation to Administration	Amount spent on Administration	Excess amount spent
Bodi	1,318,914.36	131,891.44	282,091.00	150,199.56
Sefwi Akontombra	1,250,351.84	125,035.20	546,796.40	421,761.22
Sefwi Wiawso	1,825,241.40	182,524.14	597,811.96	415,287.82
Total	4,394,507.6	439,450.78	1,426,699.36	987,248.60

688. Management attributed the cause of the infraction to insufficient internally generated funds. This resulted in the reduction of funds for earmarked projects under the Common Fund thereby impacting negatively on their execution.

689. We recommended to Management of the Assemblies involved to take steps to improve their internal revenue generation to forestall the over-dependence of the DACF for recurrent expenses. We also recommended to Management to ensure a refund of the GH¢987,248.60 from the IGF account into the DACF account of the Assembly.

Unsupported payments - GH¢138,141.08

690. Regulation 78 of the PFM Regulations, 2019 (L.I. 2378) states that a Principal Spending Officer of a covered entity is personally responsible for ensuring in respect of each payment of that covered entity, that evidence of services received, certificates for work done and any other supporting documents exists.

691. On the contrary, our review showed that three Assemblies did not provide supporting documents such as official receipts, monitoring reports, and attendance sheet

to substantiate the payment of GH¢138,141.08. Details are provided in the following table.

No.	Assembly	No. of transactions	Source of funding	Details	Amount
1	Aowin	11	DACF	Goods & services	38,582.34
		9	DACF	Goods & services	25,084.39
2	Sefwi Akontombra	3	DACF	Transportation on Election	32,474.35
		3	PWD	Goods and services	14,000.00
3	Suaman	2	DACF	Goods & services	28,000.00
	Total	28			138,141.08

692. Management attributed the cause of the infraction to delays by the officers concerned in acquitting the payment vouchers involved. We were unable to authenticate a total payment of GH¢138,141.08 which could lead to loss of funds to the Assemblies.

693. We recommended a recovery of GH¢138,141.08 from the Coordinating Directors and the Finance Officers of the respective Assemblies into the DACF accounts.

Misapplication of Persons with Disability (PWDs) funds - GH¢135,000.00

694. Section 30 of the PFM Act, 2016 (Act 921) states that a Principal Spending Officer shall, plan and manage the activities of a covered entity in accordance with the policy statement and financial estimates of that covered entity.

695. Contrary to the above provisions, Management of the Bodi District Assembly transferred an amount of GH¢118,550.00 from the PWDs accounts to the IGF account and also utilised a share of PWD funds of GH¢110,000.00 for DACF activities. However, only GH¢93,550.00 had been refunded from the amount advanced to the IGF account while no reimbursement had been made to the PWD account from the DACF account. As a result, GH¢135,000.00 was yet to be reimbursed into the PWD account. Details are provided below.

Date	Transfer from	Transfer to	Amount
25/07/24	Transfer of funds from PWDs account	Internally Generated Fund (IGF) Account	25,000.00
14/08/24	Transfer of funds from PWDs account	Internally Generated Fund (IGF) Account	15,000.00
20/08/24	Transfer of funds from PWDs account	Internally Generated Fund (IGF) Account	26,000.00
28/08/24	Transfer of funds from PWDs account	Internally Generated Fund (IGF) Account	37,550.00
30/08/24	Transfer of funds from PWDs account	Internally Generated Fund (IGF) Account	15,000.00
	Sub Total (a)		118,550.00
	Refunds		
28/08/24	Transfer to PWDs account	Transfer of funds from IGF account	24,500.00

16/10/24	Transfer to PWDs account	Transfer of funds from IGF account	69,050.00
	Sub - Total (b)		
	Outstanding balance (a-b)	Amount refunded	93,550.00
16/10/24	Use of PWD funds for DACF activities	Use of PWD funds for DACF activities	25,000.00
	Grand Total		110,000.00
			135,000.00

696. The misapplication of the funds had affected the effective implementation of the planned activities of the PWDs in the District.

697. We recommended a reimbursement of GH¢135,000.00 from the IGF and DACF accounts into PWD account.

PWDs disbursements not received by the intended beneficiaries - GH¢27,300.00.

698. Notwithstanding Regulation 78 (1), (a) and (b) of the PFMR, 2019 (L.I. 2378), we noted that the Management of Suaman District Assembly paid a total amount of GH¢27,300.00 via cheque numbers 000248 & 000250 on 21 November 2024 to support seven PWDs under the apprenticeship programme without ensuring that the funds were received by the deserving PWDs in apprenticeship.

699. Our engagement with the purported recipients of the apprenticeship support revealed that one of them, an official of the Assembly who received an amount of GH¢6,000.00 did not qualify under the apprenticeship support programme. The remaining six purported beneficiaries however denied receipt of GH¢21,300.00 alleged to have been paid to them as support. Details are as below.

No.	Name	Type of Disability	Community	Item Requested	Amount
1	Matthew Aidoo	Difficulty hearing	Karlo	Financial	3,000.00
2	Cecilia Sarfowaa	Difficulty moving	Nyameadomkrom	Financial	4,000.00
3	Stephen Boahen	Difficulty moving	Atekyem	Financial	2,000.00
4	Alex Adu	Difficulty moving	Karlo	Financial	2,000.00
5	Richard Okyere	Difficulty moving	3 Miles	Financial	3,500.00
6	Kwabena Agbobla	Difficulty moving	Atekyem	Financial	6,800.00
7	Philip Lutterodt	Difficulty speaking	Staff of the Dist. Assembly Dadieso	Financial	6,000.00
	Total				27,300.00

700. This led to misappropriation of funds earmarked for specific activities of persons with disability.

701. We recommended recovery of GH¢27,300.00 from the Coordinating Director and Finance Officer who superintended over the payments.

Locked-up funds with Distress Bia Torya Community Bank Ltd - GH¢25,264.90

702. Contrary to Section 52 of the PFM Act, 2016 (Act 921), we noted that Management

of Bodi District Assembly could only withdraw GH¢5,000.00 out of its PWDs funds of GH¢30,264.90 with Bia Torya Community Bank Ltd though the Assembly requested for a withdrawal of GH¢30,000.00 on 19 September 2024. This was because the bank was in financial distress and funds continued to be locked up with the bank.

703. The inaccessibility of the PWD funds at the bank could affect the planned activities for the period under review.

704. We recommended to the Chief Executive, Coordinating Director and Finance Officer to engage the bank managers with the aim of retrieving the GH¢25,264.90 from the bank.

Non-allocation of funds for sub-structures

705. Part 1, Section 3 of the guidelines for utilization of the DACF for 2023 requires that up to two percent of the Assembly's total net DACF receipts after the provision of funds for mandatory projects should be used to establish and strengthen sub-district structures.

706. We however noted that Management of three Assemblies did not provide the required financial support of GH¢146,883.50 out of the DACF receipts. Details are provided below:

No.	Assembly	DACF Allocations	2% allocation to sub-structure
1	Bia West	1,131,575.75	22,631.51
2	Bibiani/Anhwiaso/Bekwai	1,975,192.00	24,223.83
3	Sefwi Akontombra	1,250,351.81	100,028.16
	Total	4,357,119.56	146,883.50

707. The unpaid amount rendered the sub-structures ineffective in executing their programmes and activities at the grass root level of decentralization.

708. We recommended to the Coordinating Directors and Finance Officers of the Assemblies to remit the amount to the sub-structures without delay.

Payments outside GIFMIS

709. Regulation 83 of the PFMR, 2019 (L.I. 2378) requires that all payments for expenditure of covered entities shall be made through the Ghana Integrated Financial Management Information System.

710. We however noted during our review that the Management of two Assemblies processed 23 payments using manual payment vouchers outside the GIFMIS. Details are provided below:

No	Source of funds	Number of Transactions	Details	Amount
1	Bibiani/Anhwiaso/Bekwai	8	Goods & Services	25,435.00
2	Suaman	15	Goods, works, & Services	181,440.12
	Total	23		206,875.12

711. The act constituted financial indiscipline and would not enhance financial reporting hence negatively affecting decision-making.

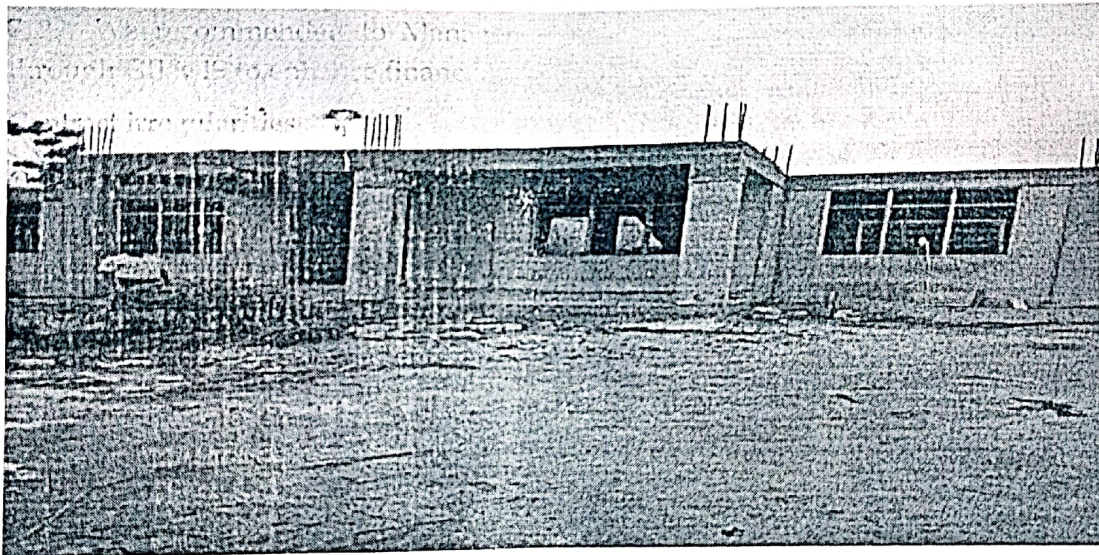
712. We recommended to Management to ensure that all transactions are made through GIFMIS to enhance financial reporting of the Assemblies.

Contract irregularities

Overpayment of contract sum- GH¢110,000.00

713. Section 7 of the PFM Act 2016 (Act 921) states that a Principal Spending Officer of a covered entity shall manage the resources received, held, or disposed of by or on account of the covered entity and ensure the regularity and proper use of the money appropriated in that covered entity.

714. Contrary to the above, Management of Bia West Assembly made full payment of the contract sum of GH¢550,000.00 for the construction of the District Police Headquarters at Debiso, while the project was about 80 percent complete, resulting in overpayment of GH¢110,000.00.



Uncompleted District Police Headquarters at Debiso

715. This could lead to a loss of funds to the Assembly.

716. We recommended to Management to compel the contractor to return to the site and complete the outstanding work of fixing of doors and windows, plastering, tiles etc or the amount of GH¢110,000.00 recovered from the company. Failing this, the Coordinating Director, Finance Officer, and the Work Engineer should be jointly held to refund the amount into the Assembly's account for the completion of the facility.

Payment for contract works not fully executed - GH¢38,463.75

717. Regulation 80 of the PFM Regulations, 2019 (L.I. 2378) requires that a Principal Spending Officer shall as a condition for certifying completion of works and large-scale supply of goods, inspect the physical output of the works and supplies in the field. The

715. This could lead to a loss of funds to the Assembly.

716. We recommended to Management to compel the contractor to return to the site and complete the outstanding work of fixing of doors and windows, plastering, tiles etc or the amount of GH¢110,000.00 recovered from the company. Failing this, the Coordinating Director, Finance Officer, and the Work Engineer should be jointly held to refund the amount into the Assembly's account for the completion of the facility.

Principal Spending Officer shall not certify the completion of works unless the contractor concerned has complied with all the provisions of the contract.

718. We, however, noted during project inspection that the Suaman District Assembly engaged three contractors for works but did not ensure that works were carried out to specification as stated in Bill of Quantities (BoQ). Items totalling GH¢38,463.75 had not been delivered or executed as at the time of our physical inspection in February 2025. Details are provided below.

No.	Contract	Items required per BoQ	Work not executed
1	District Police Head Office awarded to Messrs. Richy B. Bohye	16mm diameter iron rods as burglar proofing fixed to frame	9,120.00
2	1.No. 4 Unit Nurses Quarters at the SDA Clinic in Dadieso awarded to Messrs. Abcsons Ent.	Four (4) Mirrors	1,000.00
		Aprone /'U' Shaped Drains of 300mmx300mm internal dimension with 100mm side walls and 150mm thick bottom.	5,920.00
		16mm diameter Iron bars bore into frames as burglar proofing to windows	1,493.75
		NACO Brand of (0.9m long. Wide glass louvre carriers screwed to hardwood)	120.00
		NACO Brand of (1.2m long. Wide glass louvre carriers screwed to hardwood)	200.00
		NACO Brand of (0.6m long. Wide glass louvre carriers screwed to hardwood)	120.00
		10mm thick polished porcelain floor tiles	4,050.00
3	GES District Office Phase II awarded to Messrs. Dwomo Boakye Construction Works	Door	700.00
	Ceiling Fan	11,000.00	
	Bulbs	1,840.00	
	W/C Complete (Twyford)	700.00	
	Mirror	1,500.00	
	Wash Hand Basin Complete	700.00	
	Total		38,463.75

719. This resulted in payment for works not executed thereby causing loss of funds to the Assembly.

720. We recommended to Management to ensure that the contractors execute the outstanding works, or the amount should be recovered from them, failure of which the

3	GES District Office Phase II awarded to Messrs. Dwomo Boakye Construction Works	148
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Coordinating Director, Finance Officer and Works Engineer should be jointly held liable to refund the amount.

Abandoned/delayed projects - GH¢4,820,617.98

721. Contrary to Section 52 of the PFM Act, 2016 (Act 921), our review of contract registers and physical inspection of projects at six Assemblies disclosed that 26 projects, some with a completion date as far back June 2012, had been abandoned with a total payment of GH¢4,820,617.98 made to the contractors at the time of our visit in February 2025. Details are provided below:

No.	Assembly	Projects	Contractor	Contract Sum	Payment to date	Source of funds	Expected Date of Completion	Level of Completion	Period Delayed	Reasons for delay
1	Aowin	Renovation of Municipal Agriculture Office	M/S Aluwah Trading and Construction Ltd	618,000.00	262,554.48	DACF	07/07/2023	85%	17 months	Not stated
2	Bodi	Construction Of 1 No. 4 unit Nurses Quarters	M/S James Tano Enterprise	345,239.62	67,785.94	DACF	2/20/2017	48%	106 months	Lack of funds
		Construction of 6-Unit Classroom Block	M/S Kingsley Atason Ventures	289,903.45	43,485.52	DACF	2/20/2017	25%	106 months	Lack of funds
		Construction Of 6-Unit Classroom Block with ICT Facilities	M/S Fenkrab Ltd	285,339.15	87,800.70	DACF	20-12-2017	55%	96 months	Lack of funds
		Construction of Six Unit Classroom Block	Jakwadjei Construction Ltd	249,203.68	76,551.42	DACF	1/27/2016	38%	107 months	Lack of funds
		Construction of 6-Unit Classroom Block	Hamurkna Construction Works	249,203.68	37,406.80	DACF	1/27/2016	25%	107 months	Lack of funds
3	Sefwi-Akontombra	Construction of CHPS Compound	Rays Boat Company Ltd	93,922.08	69,088.81	DACF	09/06/2012	80%	150 months	Not stated
		Construction of 1 No. 3 storey at Sefwi Akontombra Phase 1	M/S Tony Machineries	1,000,000.00	924,020.98	DACF	07/08/2024	92.4	4 months	Not stated
		Construction of 1 No. 6-Unit Teachers Quarters at Bonwire	M/S RAYCOF Construction & Trading Ltd.	349,999.80	200,146.70	DACF	30/10/2024	63.54	2 months	Not stated
		Construction of 1 No. 3-Unit Office Block at Nsawora	M/S RAYCOF Construction & Trading Ltd.	289,997.10	200,010.60	DACF	30/10/2024	92.42	2 months	Not stated
		Construction of Maternity Block project at Wiaso	M/S Stephen Kwagya Ltd.	799,965.18	341,101.27	MDF	26/7/15	66	125 months	Not stated

No.	Assembly	Projects	Contractor	Contract Sum	Payment to date	Source of funds	Expected Date of Completion	Level of Completion	Period Delayed	Reasons for delay
4	Juaboso District	Renovation of 1No. 6-unit classroom Block	KIAFI Ventures	304,695.50	90,000.00	DACF	20/12/2022	80%	24 months	Due to financial constrain ✓
		Renovation of 1No. 6-unit classroom Block	Moslavin Gstoneent.	165,727.00	130,540.74	DACF	07/01/2016	86%	112 months	Due to financial constrain ✓
		Construction of 1No. Culvert	Glovision Investment Limited	222,079.00	106,760.27	DACF	09/11/2020	84%	51 months	Due to financial constrain on jobs
		Construction of 1No. 6-unit classroom block with ancillary facilities	J.O Construction	190,464.21	0.00	DACF	23/06/2015	56%	114 months	Due to financial constrain on job yet to be repackage.
		Construction of 1No. 6-unit classroom block	Sparkx S. M GH	159,814.85	112,841.60	DACF	12/05/2013	71%	264 months	Due to financial constrain ✓
		Construction of 1No. 6 unit classroom block 6 seater w/c toilet	GETFUND	157,757.78	157,757.78	DACF	28/01/2020	84%	48 months	Due to financial constrain X
5	Sefwi Wiawso Municipal	Const. of 1No. 3-unit classroom with office and store and ancillary facilities	M/S Y.A. Brenyah Ent.	94,205.00	94,802.67	DACF	26/9/15	75%	111 months	The project has stalled due to non-payment of certificate
		Rehab. of Clinic and nurses quarters	M/S Y.A. Brenyah Ent.	11,483.00	52,458.01	DACF	03/07/2016	54%	115 months	The project has stalled due to non-payment of certificate

No.	Assembly	Projects	Contractor	Contract Sum	Payment to date	Source of funds	Expected Date of Completion	Level of Completion	Period Delayed	Reasons for delay
6	Suaman District	3 Classroom Block Office and store at Gyampokrom	Chris Dze Eng Co. Ltd. P.O.Box 7532	181,110.05	116,110.05	DACF	23/06/2016	40.00%		Due to financial constrain
		1 No. 6 Unit classroom block at Dadieso SHS	Dwomo Boakye Construction Works	410,225.00	122,000.00	DACF	23/06/2016	88.00%		
		4 Urinal at Dadieso Main Market at Dadieso	Dwomo Boakye Construction Works	10,374.00	6,374.00	DACF	12/02/2016	75.00%		
		Medical Equipment at Dadieso Hospital	Medicine Tech Services	859,028.97	813,066.05	DACF	05/07/2019	80.00%		
		1 No. District Education Office Block (phase II) at Dadieso	Dwomo Boakye Construction Works	501,822.00	286,038.00	DACF	05/04/2022	95.00%		
		1 No. 2 Unit semi-detached nursing quarters at Dadieso	Christap Mining and Construction	252,240.00	148,774.52	DACF	16/09/2021	70.00%		
		1 No. District Police Headquarters with furnishing and mechanized borehole at Dadieso	Richy B Boakye Construction Works	780,403.05	273,141.07	DACF	1/11/2024	60%		
		Total		8,872,203.15	4,820,617.98					

723. Delays in executing projects could lead to cost overruns to the detriment of other development projects of the Assemblies involved.

724. We recommended to Management to ensure that priority is given to the abandoned or delayed projects before new ones are awarded to avoid situations where funds are locked up unnecessarily.

Completed projects not put to use

725. Contrary to Section 52 of the PFM Act, 2016 (Act 921), we noted during our project inspection at the Suaman District Assembly that the District Magistrate Court, the District Magistrate Bungalow and the furnishing of the projects being financed under the Coastal Development Authority (CoDA) Projects, were completed but not in use as at the time of our visit in February 2025. Details are as follows.

725. Delays in executing projects could lead to cost overruns to the detriment of other development projects of the Assemblies involved. 151

724. We recommended to Management to ensure that priority is given to the abandoned or delayed projects before new ones are awarded to avoid situations where funds are locked up unnecessarily.

Completed projects not put to use

No.	Assembly	Project Description	Name of Contractor	Contract sum	Source of funds	Date of completion
1	Suaman	Construction 1. No. District Magistrate Court at Dadieso	M/S Laweb Ventures	Unknown	CoDA	Unknown
2		Construction of 1. No. Magistrate Bungalow and Furnishing at Dadieso	M/S Laweb Ventures	Unknown	CoDA	Unknown

726. Management of Suamen Assembly indicated that it identified some defects on the Magistrate Court during monitoring and inspection and had since notified the contractor for the necessary corrections.

727. We recommended to Management of the Assembly to address all issues hindering the use of the projects to enable them to be put to use.

Procurement Irregularities

Non-compliance with procurement method

728. Section 20 of the Public Procurement (Amendment) Act, 2016 (Act 914) states that an entity tender committee shall work within the method and thresholds specified in the fifth schedule and approval limits specified in the Second and Third Schedules in the conduct of its duties as regards tenders for works, good, or services.

729. We, however, noted that Management of the Bibiani/Anhwiaso/Bekwai Municipal Assembly used a request for quotations (RFQ) method to procure works valued at GH¢448,360.00 from Messrs. Garnets Global Ltd., instead of using the National Competitive Tendering method. We also observed that the Head of Entity approved for the award of the contract without referring it to the Entity Tender Committee for further review and concurrent approval.

Contract	Contract Sum	Date of award
Filling of Single 3*2 Box Culvert Approach at Nsutam	231,260.00	07/03/24
Reshaping/Rehabilitation of 100km Feeder Roads in the Municipality	217,100.00	07/03/24
Total	448,360.00	

730. The non-compliance in the provisions in the Public Procurement Act undermines its objective of ensuring transparency, fairness and reasonableness of prices in public procurement.

731. We recommended compliance with relevant provisions of the Public Procurement Act and also the responsible officials should be held liable for any losses in procurement dealings.

Bulk breaking of procurements

732.—Section 20 of the Public Procurement (Amendment) Act, 2016 (Act 914) requires an Entity Tender Committee to work within the method and thresholds specified in the fifth schedule and approval limits, which includes GH¢200,000 in the case of works under the third schedule. In addition, Section 21 of the Procurement Act (Act 914) enjoins

the Covered Entity to conduct its activities in line with the procurement plan.

733. We however noted that Management of Bibiani/Anhwiaso/Bekwai Municipal Assembly circumvented the provision of the procurement law by bulk breaking two procurements into four contract packages totalling GH¢784,900.00 leading to the use of RfQ methods to source for quotations rather than the National Competitive Tendering (NCT). Each contract package was then awarded to the same contractor. Again, though after bulk breaking the procurements, the threshold did not fall within that of the Head of Entity but rather Entity Tender Committee (ETC), yet the Head of Entity went ahead to approve for the award of the contract without any concurrent approval from the ETC. Details are provided below.

Contract Date	Supplier/ Contractor	Details	Fund Source	Works Procured	Value
19/03/24	Elplicit Ventures	Provision and Installation of Streetlights to illuminate some selected communities	MDF	Street Lights 260 Pces (LED Bulbs Complete)	192,600.00
01/03/24	Elplicit Ventures	Provision and Installation of Streetlights to illuminate some selected communities	MDF	Street Lights 260 Pces (LED Bulbs Complete)	192,600.00
Contract Sum					385,200.00
15/02/24	Garnets Global Ltd.	Provision and Installation of Streetlights to illuminate some selected communities	MDF	Street Lights 270Pces (LED Bulbs Complete)	199,850.00
15/02/24	Garnets Global Ltd.	Provision and Installation of Streetlights to illuminate some selected communities	MDF	Street Lights 270Pces (LED Bulbs Complete)	199,850.00
Contract Sum					399,700.00
Total Contract Sum					784,900.00

734. The non-compliance with the appropriate procurement method defeated the purpose of value for money and led to uncompetitive procurement, which could breed unfair pricing and benefits to be derived from bulk buying. Also, failure to refer the award to ETC for approval blurs transparency.

735. We recommended compliance with the relevant procurement laws in the procurement dealings of the Assembly otherwise the Coordinating Director and Procurement Officer should be held liable for any losses that may occur.

Fuel not accounted for - GH¢244,281.00 ✓

736. Section 52 (7a) of the PFM Act, 2016 (Act 921) states, "The Principal Spending Officer is discharged of accountability of Government stores where the stores have been

consumed in the course of public business and records are available to show that the stores have been consumed".

737. Contrarily, Management of two Assemblies purported to have spent GH¢244,281.00 on the purchases of fuel for official purposes, but did not provide evidence of accountability such as recording in the vehicle logbooks and receipts for audit review. Details are provided below.

Assembly	No. of transactions	Details	Amount
Akontombra	43	Fuel purchased	42,076.00
Juaboso	28	Fuel purchased	159,205.00
	10	Transportation on Election	43,000.00
Total	71		244,281.00

738. Management attributed the cause of the infraction to the non-availability of logbooks and receipts at the time of the audit. We were therefore unable to confirm that the fuel purchased was used in the interest of the Assemblies.

739. We recommended recovery of the amount of GH¢244,281.00 from the Coordinating Directors and Finance Officers of the Assemblies involved in the DACF accounts.

Unaccounted stores - GH¢8,000.00

740. Section 52 (7) of the PFM Act, 2016 (Act 921) states that the Principal Spending Officer is discharged of accountability of government stores where the stores have been consumed in the course of public business and records are available to show that the stores have been consumed

741. We noted that the Chief Executive of Suaman requested and was paid GH¢8,000.00 on 24 October 2024 to convey the underlisted stores items from the Regional Coordinating Council (RCC), Wiawso, to the Suaman District Assembly at Dadieso. We however observed that there were no relevant documentations such as invoices, waybill and distribution list to authenticate the receipt and how the items were use.

Date	PV No.	Amount	Details	Items Conveyed
24/10/2024	1877524	8,000.00	Payment to convey logistics from Wiawso	250 boxes of Streetlights 428 bags of Fertilizer 96 pcs of Football 46 sets of Jersey 96 boxes of Cutlass

742. The anomaly renders it difficult for us to authenticate the quantity received and how they were utilised for purpose of accountability of the stores. As a result, the unaccounted stores could result in loss of items and subsequent loss of funds to the Assembly.

743. We recommended the recovery of the GH¢8,000.00 and the replacement cost of the unaccounted items from the former Chief Executive.

Sanitation Improvement Package (SIP)

Non-supply and replacement of sanitation equipment

744. Section (71a) of the PFM Act, 2016 (Act 921) states that a Principal Spending Officer of a covered entity shall ensure the regularity and proper use of money appropriated in that covered entity. Again, Clause 3D of the Agreement between four Assemblies and ZGL requires the Company to repair or replace any container that gets damaged because of normal wear and tear upon being notified by the Assembly.

745. We, however, noted during our review of the SIP agreement between the Assemblies and ZGL that the company had not honoured its obligation to supply a total of 15 solid waste containers and three trucks to three Assemblies. We also noted that ZGL was yet to repair or replace 17 refuse containers and two refuse trucks at four Assemblies. Details are provided below:

Assembly	Remarks	Refuse Containers	Refuse Truck
Bodi	Not supplied by Zoomlion	6	1
Juaboso District	Damaged	3	1
	Not supplied by Zoomlion	4	
Sefwi Wiawso Municipal	Damaged	9	-
	Not supplied by Zoomlion	5	2
Akontombra	Damaged	5	1
Total		32	5

746. Management attributed the infraction to ZGL failure to supply the equipment in spite of reminders to the Company. The situation could lead to an outbreak of endemic prone diseases such as cholera as refuse are left in communities unattended to.

747. We were unable to quantify the value of equipment not delivered and services not rendered in the agreement, as the deliverables were not individually priced.

748. We recommended that the Management of the Assemblies involved should pursue ZGL to supply the outstanding equipment and also repair or replace the broken-down refuse truck and waste containers, failing which the ADACF should be notified to suspend payments to the Company until the anomalies are addressed. We also recommended to Management to ensure that subsequent revised agreements should include pricing of individual deliverables for ease of apportioning cost to unperformed services.

Tax Irregularities

Failure to deduct/remit withholding tax - GH¢42,457.27

749. Sections 116 and 117 of the Income Tax Act, 2015 (Act 896) require the Assemblies as withholding tax agents to deduct the appropriate rate of tax from payments for goods and services and remit same to the Commissioner-General of the Ghana Revenue

748. We recommended that the Management of the Assemblies involved should pursue ZGL to supply the outstanding equipment and also repair or replace the broken-down refuse truck and waste containers, failing which the ADACF should be notified to suspend payments to the Company until the anomalies are addressed. We also recommended to Management to ensure that subsequent revised agreements should include pricing of individual deliverables for ease of apportioning cost to unperformed services.

Authority within 15 days after the end of the calendar month in which the tax was withheld.

750. We however noted that Management of four Assemblies did not withhold tax of GH¢17,984.71 and also failed to remit withheld taxes of GH¢24,472.56 on procured goods and service to the GRA. Details are provided below:

No.	Assembly	Source of Fund	No. of Transactions	Gross Amount	Tax not Deducted	Tax not Remitted	Total
1	Aowin	DACF	4	19,700.00	1,041.00		1,041.00
		MPCF	10	352,254.00		11,949.25	11,949.25
2	Bia West	DACF	3	33,315.50	2,831.55		2,831.55
3	Sefwi Akontombra	DACF	3	30,088.00	2,081.10		2,081.10
		DACF	2	79,900.00		7,242.50	7,242.50
4	Suaman	DACF	25	208,166.12	12,031.06		12,031.06
		DACF	3	105,616.12		5,280.81	5,280.81
Total			50	829,039.74	17,984.71	24,472.56	42,457.27

751. The practice did not contribute to the tax revenue mobilisation drive of the Government as by this act, the State was denied timely tax revenue. Also, delays in remittances of taxes to GRA could lead to the Assemblies paying penalties.

752. We recommended that Management of the Assemblies involved should ensure adherence to relevant provisions of the tax law and remittance by the Finance Officers of the amount of GH¢24,472.56 to GRA. We also recommended that the Finance Officers should be held liable for any penalties to be imposed on the Assemblies for non-compliance with the tax law.

Akontombra	DACF	3	30,088.00	2,081.10		2,081.10
Suaman	DACF	3	105,616.12		5,280.81	5,280.81
Total		6	135,704.12	2,081.10	5,280.81	7,361.91

753. The practice did not contribute to the tax revenue mobilisation drive of the Government as by this act, the State was denied timely tax revenue. Also, delays in remittances of taxes to GRA could lead to the Assemblies paying penalties.

754. We recommended that Management of the Assemblies involved should ensure adherence to relevant provisions of the tax law and remittance by the Finance Officers of the amount of GH¢24,472.56 to GRA. We also recommended that the Finance Officers should be held liable for any penalties to be imposed on the Assemblies for non-compliance with the tax law.

PART IV
DISTRICT ASSEMBLIES COMMON FUND - RESPONSIVENESS FACTOR
GRANT (DACF-RFG)

2024 DACF-RFG Releases to Assemblies

753. The Administrator of the District Assemblies' Common Fund disbursed total DACF-RFG funds of GH¢456,498,269.00 to 261 Assemblies during the 2024 financial year mainly towards their DACF-RFG infrastructure development activities. The table below shows the summary and details attached as Appendix 'D'.

No.	REGION	DPAT VI (2021) COMPLIANCE	DPAT VII (2022) CAPACITY GRANT	DPAT VII (2022) INVESTMENT GRANT	TOTAL ALLOCATION
1	Ahafo	2,520,007.00	249,426.00	8,195,826.00	10,965,259.00
2	Ashanti	18,501,846.00	1,787,553.00	56,353,058.00	76,642,457.00
3	Bono	5,036,337.00	498,852.00	15,900,166.00	21,435,355.00
4	Bono East	4,760,766.00	457,281.00	13,775,183.00	18,993,230.00
5	Central	9,381,354.00	914,562.00	28,502,258.00	38,798,174.00
6	Eastern	13,219,578.00	1,371,843.00	43,195,499.00	57,786,920.00
7	Greater Accra	12,464,641.00	1,205,559.00	38,427,563.00	52,097,763.00
8	NorthEast	2,590,096.00	249,426.00	7,447,476.00	10,286,998.00
9	Northern	6,861,347.00	665,136.00	19,332,291.00	26,858,774.00
10	Oti	3,892,498.00	374,139.00	11,406,752.00	15,673,389.00
11	Savannah	3,016,875.00	290,997.00	8,385,949.00	11,693,821.00
12	Upper East	6,368,381.00	623,565.00	19,196,408.00	26,188,354.00
13	Upper West	4,675,969.00	457,281.00	12,994,840.00	18,128,090.00
14	Volta	7,575,394.00	748,278.00	24,191,970.00	32,515,642.00
15	Western	5,919,755.00	581,994.00	16,889,209.00	23,390,958.00
16	Western-North	3,807,920.00	374,139.00	10,861,026.00	15,043,085.00
	Total	110,592,764.00	10,850,031.00	335,055,474.00	456,498,269.00

Summary of Irregularities

754. The irregularities reported included unsupported payments, abandoned/delayed projects, completed projects not in use and failure to return assets acquired with DACF-RFG. The monetary value of the significant irregularities reported was GH¢13,578,808.71 compared to GH¢15,244,844.82 recorded in 2023. The succeeding paragraphs provide the summary of the findings and recommendations as well their details and recommendations.

Cash irregularities- GH¢1,380,807.30

755. Four Assemblies reported cash irregularities amounting to GH¢1,380,807.30 comprising payments without relevant supporting documents and award of contract of GH¢481,750.00 above the approved DPAT budget of GH¢250,000.00 by the Tano South Municipal Assembly resulting in excess unbudgeted expenditure of GH¢231,750.00.

Summary of Irregularities

754. The irregularities reported included unsupported payments, abandoned/delayed projects, completed projects not in use and failure to return assets acquired with DACF-RFG. The monetary value of the significant irregularities reported was GH¢13,578,808.71 compared to GH¢15,244,844.82 recorded in 2023. The succeeding paragraphs provide the summary of the findings and recommendations as well their details and recommendations.

Irregularity	Amount	No. of Assemblies
Unsupported payments		
Unbudgeted expenditure	1,149,057.30	3
Total	231,750.00	1
	1,380,807.30	4

756. We recommended recovery of the unsupported payments of GH¢1,149,057.30 from the Coordinating Directors and Finance Officers into the DACF-RFG accounts of the Assembly. We also recommended to Management of Tano South Municipal Assembly to implement workplans within the approved budget and seek approval from the DACF-RFG Steering Committee at the Ministry of Local Government for the excess budgetary commitments.

Contract Irregularities – GH¢12,153,960.41

757. We noted that Management of 23 Assemblies sunk a total amount of GH¢11,683,210.41 into projects which were either not put after completion or abandoned /delayed. We also noted an instance at Bibiani/ Anhwiaso/ Bekwai where 1/900mm pipe culvert completed on 29 November 2024 had developed cracks in February 2025, a month after completion, among others as provided below.

Irregularity	Amount spent	No. of Assemblies
Delayed / abandoned projects	7,549,538.71	11
Completed projects not in use	4,133,671.70	12
Defect on completed culvert project	119,860.00	1
Payment for no work done	6,000.00	1
Payment for supply electricity to Jama Market disconnected	124,860.00	1
Supply of used laptops instead of new	40,192.00	1
Payment for Electricity poles not supplied	179,838.00	1
Total	12,153,960.41	28

758. We recommended to Management of the 12 Assemblies to give priority to ongoing projects and ensure their completion before new ones are awarded. We also recommended to Management of the 11 Assemblies to ensure that the challenges impeding the use of the completed projects are resolved to enable the projects to be put to use. We further recommended to Management of Bibiani/ Anhwiaso/ Bekwai Assembly to compel the contractor to return to the project site and rectify the defect at no additional cost, otherwise the GH¢119,860.00 should be recovered from the Contractor. Failure of which, the Coordinating Director, Finance Officer and Municipal Engineer should be jointly held liable to refund GH¢119,860.00 to the Assembly's accounts. In respect of payment for the supply of electricity to Jama Market which had been disconnected due to technical violation, we recommended to Management to compel the contractor to rectify all deficiencies leading to the disconnection or the total contract sum of GH¢124,860.00 should be recovered from the contractor. We recommended to Management of the Assemblies involved to ensure that all outstanding works are executed/ supplied or

759. We recommended to Management of the 11 Assemblies to ensure that the challenges impeding the use of the completed projects are resolved to enable the projects to be put to use. We further recommended to Management of Bibiani/ Anhwiaso/ Bekwai Assembly to compel the contractor to return to the project site and rectify the defect at no additional cost, otherwise the GH¢119,860.00 should be recovered from the Contractor. Failure of which, the Coordinating Director, Finance Officer and Municipal Engineer should be jointly held liable to refund GH¢119,860.00 to the Assembly's accounts. In respect of payment for the supply of electricity to Jama Market which had been disconnected due to technical violation, we recommended to Management to compel the contractor to rectify all deficiencies leading to the disconnection or the total contract sum of GH¢124,860.00 should be recovered from the contractor. We recommended to Management of the Assemblies involved to ensure that all outstanding works are executed/ supplied or

the amount involved should be recovered from them. Also, the used laptops should be returned to the supplier for delivery of new laptops per the contract agreement or the amount involved recovered from him.

Store irregularity

Failure to return laptop and tablet - GH¢15,089.00

759. We noted that the former Finance Officer of Ahafo Ano South West District Assembly failed to return assets valued GH¢15,089.00 procured with DACF-RFG upon his transfer to Sekyere East District Assembly.

760. We recommended that the Coordinating Director should retrieve the assets or their replacement value recovered from the former finance officer.

Tax irregularity

Unremitted tax - GH¢28,952.00

761. We noted that Wa East District Assembly withheld taxes amounting GH¢28,952.00 from payments totalling GH¢417,736.00 but failed to remit same to the GRA.

762. We recommended that the MFO should remit the taxes withheld to the GRA without further delay.

DETAILS OF FINDINGS AND RECOMMENDATIONS

AHAFO REGION

Cash irregularities

Un-budgeted expenditure - GH¢645,219.00

763. Section 170 of the Local Governance Act, 2016 (Act 936) states: "A District Assembly may incur any expenditure necessary for or incidental to the carrying out of a function conferred on the District Assembly under this Act, or by the Instrument which established that District Assembly, but the expenditure shall be included in the approved budget for the District Assembly for the relevant year."

764. We noted that the Management of the Tano South Municipal Assembly paid an amount of GH¢645,219.00 from the RFG account under the Account code 3111354 and expenditure subhead (Markets). However, this expenditure was not budgeted for in the Assembly's 2024 budget statement.

765. The unbudgeted expenditures in our view constituted financial indiscipline and negatively affected the execution of planned programmes and activities of the Assembly.

766. We recommended that the MCD and MFO of the Assembly should be sanctioned in accordance with Section 98 of the Public Financial Management Act, 2016 (Act 921) for breach of financial discipline.

767. Management responded that the Assembly captured the expenditure in the mid-