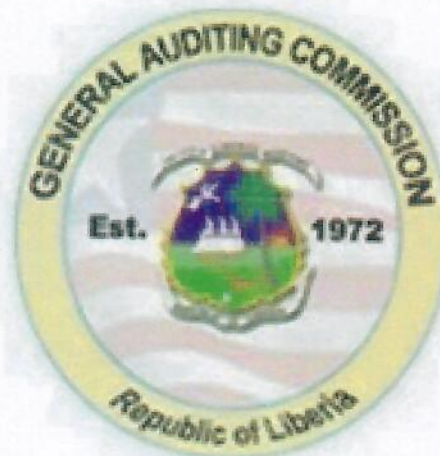




## Management Letter

### **On the Audit of the Financial Statements of the Liberia Electricity Sector Strengthening Access Project (LESSAP)**

*For the period July 1, 202021 to December 31, 2022*



**Promoting Accountability of Public Resources**

**P. Garswa Jackson, Sr. ACCA, CFIP, CFC  
Auditor General, R.L.**

**Monrovia, Liberia  
June 2023**

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**ACRONYMS USED**

<b>Acronyms/Abbreviations/Symbol</b>	<b>Meaning</b>
ACCA	Association of Chartered Certified Accountants
AFP	Audit Focal Person
AG	Auditor General
AM	Aide Memoir
CA	Credit Agreement
CFC	Certified Financial Consultant
CFE	Certified Forensic Examiner
CFIP	Certified Forensic Investigation Professional
CPA	Certified Public Accountant
FA	Financing Agreement
FCCA	Fellow Member of the Association of Chartered Certified Accounts
FM	Financial Manual
FS	Financial Statements
GOL	Government of Liberia
IDA	International Development Association
IFRs	Interim Financial Reports
INTOSAI	International Organization of Supreme Audit Institutions
IPSAS	International Public Sector Accounting Standards
ISA	International Standards of Auditing
ISSAIs	International Standards of Supreme Audit Institutions
LESSAP	Liberia Electricity Sector Strengthening Access Project
PA	Payment Advice
PAD	Project Appraisal Document
PFM	Public Financial Management
PIM	Project Implementation Manual
PMT	Project Management Team
RL	Republic of Liberia
ToR	Term of Reference
WB	World Bank



Mr. Monnie R. Captan  
Chief Executive Officer (CEO)  
Liberia Electricity Corporation (LEC)  
Water Side  
Monrovia, Liberia

June 30, 2023

Dear Mr. Captan:

**RE: MANAGEMENT LETTER/DRAFT REPORT ON THE FINANCIAL STATEMENTS  
AUDIT OF THE LIBERIA ELECTRICITY SECTOR STRENGTHENING ACCESS  
PROJECT (LESSAP) FOR THE PERIOD JULY 1, 2021 TO DECEMBER 31, 2022.**

The Financial Statements of the Liberia Electricity Sector Strengthening Access Project (LESSAP) for the fiscal year ended December 31, 2022 are subject to audit by the Auditor General (AG) consistent with the Auditor General's mandate as provided for under section 2.1.3 of the General Auditing Commission (GAC) Act of 2014, and the Audit Engagement Terms of Reference (ToR).

**INTRODUCTION**

The audit of the Liberia Electricity Sector Strengthening Access Project (LESSAP), for the period ended December 31, 2022 has been completed and the purpose of this letter is to bring to your attention the findings that were revealed during the course of the audit.

The Project financial statements are prepared in line with the requirements of the International Public Sector Accounting Standards (IPSAS), Cash Basis accounting as adopted by the Government of Liberia in 2009 and World Bank reporting requirements.

**SCOPE AND DETERMINATION OF RESPONSIBILITY**

The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs) as promulgated by International Organization of Supreme Audit Institutions (INTOSAI), the International Public Sector Accounting Standards (IPSAS) Cash basis and the World Bank reporting requirements. These standards require that we plan and perform the audit so as to obtain reasonable assurance whether the Liberia Electricity Sector Strengthening Access Project (LESSAP) financial statements and related records are free of material misstatements due to errors or fraud and whether they comply with ethical requirements.

An audit includes:

- Examination on a test basis of evidence supporting the amounts and disclosures in the Financial Statements;
- Assessment of the accounting principles used and significant estimates made by management; and



- Evaluation of the overall financial statements' presentation.

The audit will also contain an examination, on a test basis, of evidence supporting compliance in all material respects with the relevant laws and regulations which came to our attention and are applicable to financial matters.

The matters mentioned in this letter are therefore those that were identified through tests considered necessary for the purpose of the audit and it is possible that there might be other matters and/or weaknesses that were not identified.

The financial statements, maintenance of effective control measures and compliance with laws and regulations are the responsibility of the Project Management Team. Our responsibility is to express an opinion on these financial statements.

Thank you as we strive to promote accountability, transparency and good governance across the Government of Liberia.

**APPRECIATION**

We would like to express our appreciation for the courtesy extended and assistance rendered by the staff of the Liberia Electricity Sector Strengthening Access Project (LESSAP).

Sincerely,

  
  
P. O. Diarwa, ACCA, CFIP, CFC  
Auditor General, R.L.

**Monrovia Liberia  
June 2023**



## 1 DETAILED FINDINGS AND RECOMMENDATIONS

### 1.1 Financial Matter

#### 1.1.1 Negative Closing Cash Balance

##### Observation

1.1.1.1 Regulation O.24 (1 and 2) of the Public Finance Management Act of 2009 as amended in 2019 (1) states that "A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times".

1.1.1.2 Paragraph 1.3.27 of the IPSAS Cash basis Accounting framework states "financial statements shall present information that is:

- a) Understandable
- b) Relevant to the decision-making and accountability needs of users
- c) A faithful representation of the cash receipts, cash payments and cash balances of the entity and other information disclosed in the financial statement that is:
  - i) complete;
  - ii) neutral; and
  - iii) free from material error;
- d) Comparable;
- e) Timely; and
- f) Variable constraint on information included in financial statements is that it is material, satisfies cost-benefits assessment, and achieve an appropriate balance between the qualitative characteristics identified in (a) to (f) above.

1.1.1.3 During the audit, we observed that the financial statements showed a deficit (net decrease) and an overdrawn closing cash balance of (US\$20,925.88) for the period without explanatory notes for reasons of the negative closing cash balance.

1.1.1.4 We further observed that the closing balance of the project's bank statement amounted to US\$341.53 which provides no indication that the project may have overdrawn its account.

##### Risk

1.1.1.5 The cashbook, closing cash balance and subsequently the financial statements may be misstated.

##### Recommendation

1.1.1.6 Management should provide explanation for reporting a negative closing cash balance in the financial statements when the project's bank account is not overdrawn.



- 1.1.1.7 Management should review the bank statement for any erroneous credits to the project account or the cashbook for inaccurate transactions and adjust where applicable.
- 1.1.1.8 Going forward management should facilitate timely preparation of bank reconciliation statements including comprehensive review of the bank statements and the cashbook. Errors identified should be investigated and adjusted where applicable in a timely manner.

**Management's Response**

- 1.1.1.9 *This was the result of erroneous posting, which has been corrected and the Financial Statements revised*

**Auditor General's Position**

- 1.1.1.10 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.2 Variances between Financial Statements and Notes to the Financial Statements**

**Observation**

- 1.1.2.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".
- 1.1.2.2 During the audit, we observed the following variances between the amounts reported on the face of the financial statements and amounts reported in the notes to the financial statements. **See table 1 below.**

**Table 1: Variances between Amounts in the Financial Statements and the Notes**

Item	Amount per Face US\$ (A)	Amount per Note US\$ (B)	Variance US\$ C=(A-B)
Operating Cost	101,543.24	144,584.93	-43,041.69
Consultancy	10,192,348.19	10,149,306.5	43,041.69

**Risk**

- 1.1.2.3 Fair presentation and full disclosure may be impaired.
- 1.1.2.4 Financial statements may be misstated.

**Recommendation**

- 1.1.2.5 Management should provide explanation for the variances between the figures reported on the face of the financial statements and the notes to the financial statements.



1.1.2.6 Management should adjust the financial statements and ensure that the figures reported on the face of the financial statements reconcile to the notes to the financial statements.

1.1.2.7 Going forward, Management should ensure that financial statements prepared by junior personnel is reviewed and approved by senior personnel with relevant qualification and experience.

#### Management's Response

1.1.2.8 *This was the result of erroneous classification, which has been corrected.*

#### Auditor General's Position

1.1.2.9 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

### 1.1.3 Incorrect Calculation of Percentage Variances on Budget and Actual Amounts

#### Observation

1.1.3.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".

1.1.3.2 During the audit, we observed that percentage variances were incorrectly calculated, thus giving inaccurate percentages of budget variance amounts. ***See table 2 below showing reperformed calculation.***

**Table 2: Recalculated Percentage Variances**

Item	Final Budget (A)	Actual Amount (B)	Budget Variance C=(A-B)	Percentage Variance D=(A/B)	Percentage Variance Recalculated by Auditor E=(C/A)
Rehabilitation & expansion of electricity infrastructure & systems	773,214.40	839,500.93	-66,286.53	-109%	-0.09%
Technical Assist for International Reform, Capacity Building of Sector Institution	9,555,473.84	9,661,890.5	-106,416.66	-101%	-0.01%





**Risk**

1.1.3.3 Fair presentation may be impaired.

1.1.3.4 Financial statements may be misstated thereby misleading the users of the financial statements.

**Recommendation**

1.1.3.5 Management should provide explanation for reporting inaccurate variance percentages in the Statement of Comparison of Budget and Actual Amounts.

1.1.3.6 Management should adjust the financial statements to ensure that the correct variance percentages are reported in the Statement of Comparison of Budget and Actual Amounts.

1.1.3.7 Going forward, Management should ensure that financial statements prepared by junior personnel is reviewed and approved by senior personnel with relevant qualification and experience.

**Management's Response**

1.1.3.8 *This has been corrected accordingly and the and the Financial Statements revised.*

**Auditor General's Position**

1.1.3.9 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.4 Incomparability of financial statements classifications**

**Observation**

1.1.4.1 Paragraph 1.7.26 of IPSAS Cash basis Accounting -Comparable Basis- states "the comparison of budget and actual amounts will be presented on same accounting basis (accrual, cash, and other basis), same classification basis and for the same entities and period as for the approved budget. This will ensure for the disclosure of information for compliance with the budget in the financial statements is on the same basis as the budget itself. In some cases, this may mean presenting a budget and actual comparison on a different accounting basis, for a different group of activities, and with a different presentation or classification than that adopted for the financial statements".

1.1.4.2 During the audit, we observed that the classification of items in the statement of comparison of budget and actual amounts are not comparable to classifications in the statement of cash receipts and payments for the same purpose, uses of funds/cash outflows/cash payments.

**Risk**

1.1.4.3 The incomparability of classification of financial statement items may impair comparability, understandability, reconciliation and decision making of users of the financial statements.



1.1.4.4 Fair presentation may be impaired.

1.1.4.5 Reconciling of budgets versus actual on component expenditures of the project may be impaired.

**Recommendation**

1.1.4.6 For ease of comparability, understandability, reconciliation and decision making, Management should utilize a uniformed classification system for reporting of expenditures on project components in both the statement of cash receipts and payments and the statement of comparison of budget and actual amounts.

**Management's Response**

1.1.4.7 *The Allocations in the World Bank PAD and Financing Agreement are mainly based on project Components, which form the basis for monitoring project progress. That is why the budget performance is done based on project components.*

**Auditor General's Position**

1.1.4.8 Management's assertion did not adequately address the issue raised. Financial statements should be comparable to facilitate understandability, reconciliation and decision making. Therefore, we maintain our finding and recommendation.

**1.1.5 Undisclosed Reporting Period**

**Observation**

1.1.5.1 Paragraph 1.4.1 of the 2017 revised Cash Basis IPSAS, requires that general purpose financial statements shall be presented at least annually. When, in exceptional circumstances, an entity's reporting date changes and the annual financial statements are prepared for a period longer or shorter than one year, an entity shall disclose in addition to the period covered by the financial statements:

- a) the reason(s) for period other than one year being used; and
- b) the fact that comparative amounts may not be comparable

1.1.5.2 During the audit, we observed that the financial statements were prepared for a period other than one year without explanatory notes for the reason(s) thereto.

1.1.5.3 Additionally, we observed that Management did not disclose that the amounts for prior and current periods figures may not be comparable due to the change in the reporting period.

**Risk**

1.1.5.4 Comparability, understandability, reconciliation and decision making of users of the financial statements may be impaired.

1.1.5.5 Fair presentation and full disclosure may be impaired.



### **Recommendation**

- 1.1.5.6 Management should facilitate full and adequate disclosures in the notes to the financial statements consistent with Paragraph 1.4.1 of the 2017 revised Cash Basis IPSAS

### **Management's Response**

- 1.1.5.7 *This has been done in the revised Financial Statements.*

### **Auditor General's Position**

- 1.1.5.8 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

## **1.1.6 Untimely Submission of Financial Statements**

### **Observation**

- 1.1.6.1 Paragraph 1.4.4 of the 2017 revised IPSAS Cash Basis of Accounting states "The usefulness of the financial statements are impaired if they are not made available to users in a reasonable period after the reporting date. An entity should be in a position to issues its financial statements within six months of the reporting date, although a timeframe of no more than three months is strongly encouraged. Ongoing factors such as the complexity of an entity's operations are not sufficient reason for failing to report on a timely basis. More specific deadlines are dealt by legislations and regulations in many jurisdictions.
- 1.1.6.2 Regulation I.11 of the PFM Act of 2009 amended 2019, Annual Government Agency Accounts, states: "(1) There shall be prepared by the head of government agency or an administrator or head of any Government agency and transmitted to the, the Minister and the Comptroller-General in respect of the year, accounts covering all Public Funds under his control. The accounts shall be submitted within a period of two months after the end of each fiscal year, or such other period as the Legislature may by resolution appoint, and shall include statements and documents to be specified in the International Public Sector Accounting Standards as adopted by the Government of Liberia".
- 1.1.6.3 During the audit, we observed that Management did not make available the annual financial statements two months after the end of the fiscal period to the Offices of the Auditor General and the Comptroller and Accountant General.

### **Risk**

- 1.1.6.4 Management may be non-compliant with Regulation I.11 of the PFM Act of 2009 amended 2019.
- 1.1.6.5 Failure to provide financial statements in a timely manner, may impair relevance and usefulness of the financial statements. Stakeholders may not be able to make decisions in a timely manner.



**Recommendation**

- 1.1.6.6 Management should provide explanation for failing to make available the annual financial statements in accordance with regulations.
- 1.1.6.7 Going forward, Management should facilitate timely presentation of financial statements to the Offices of the Auditor General and the Comptroller and Accountant General in line with Regulation I.11 of the PFM Act of 2009 as amended and restated 2019.

**Management's Response**

- 1.1.6.8 *Noted. The next Annual Financial Statement will be sent to the relevant stakeholders within the specified time.*

**Auditor General's Position**

- 1.1.6.9 We acknowledge Management's acceptance of our findings and recommendations. We will follow-up on the implementation of our recommendations during subsequent audit.

**1.1.7 Non-disclosure of Explanations for Material Budget Variances**

**Observation**

- 1.1.7.1 Paragraph 1.7.8 of the Cash basis IPSAS states "Subject to the requirements of paragraph 1.7.17, an entity that makes publicly available its approved budget(s) shall present a comparison of the budgets for which it is held publicly accountable and actual amounts either as a separate additional financial statement or as additional budget columns in the statement of cash receipts and payments currently presented in accordance with this standard. The comparison of the budget and actual amounts shall present separately for each level of legislative oversight:
- (a) The original and final budget amounts
  - (b) The actual amounts on a comparable basis; and
  - (c) By way of note disclosure, an explanation for material differences for the budget for which the entity is held publicly accountable and actual amounts, unless such amount is included in other separate public documents issued in conjunction with the financial statements and cross reference to those documents is made in the notes".
- 1.1.7.2 Section 4.5- Budget Variance Analysis- of the FM states, "on a quarterly basis, budgeted figures shall be compared with actual figures and the root cause of significant differences shall be determined. The determination of the cause of differences shall assist the Project Management Team to rectify adverse variances or avoid their re-occurrence.
- 1.1.7.3 Budget variance analysis shall ensure that project implementation is on track and project objectives shall be accomplished within the project implementation period. Furthermore, Budget Variance Analysis shall help in identifying:
- i. Cost overruns; and

ii. Implementation delays by contractors and suppliers

1.1.7.4 During the audit, we observed that Management did not provide explanation in notes to the financial statements for variances between budget and actual amounts.

**Risk**

1.1.7.5 Fair presentation and full disclosures may be impaired.

1.1.7.6 Failure to include notes or explanation for material variance between budgetary and actual amounts in the financial statements may deny users of the financial statements information needed to make informed decisions.

**Recommendation**

1.1.7.7 Management should facilitate full and adequate disclosures in the notes to the financial statements consistent with Paragraph 1.7.8 of the 2017 revised Cash Basis IPSAS.

**Management's Response**

1.1.7.8 *This has been done in the revised Financial Statements.*

**Auditor General's Position**

1.1.7.9 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.8 Non-disclosure of Schedule of Commitments**

**Observation**

1.1.8.1 Paragraph 1.3.27 of the 2017 revised IPSAS Cash Basis Accounting framework states "financial statements shall present information that is:

- a) Understandable
- b) Relevant to the decision-making and accountability needs of users
- c) A faithful representation of the cash receipts, cash payments and cash balances of the entity and other information disclosed in the financial statement that is:
  - i) complete;
  - ii) neutral; and
  - iii) free from material error;
- d) Comparable;
- e) Timely; and
- f) Variable constraint on information included in financial statements is that it is material, satisfies cost-benefits assessment, and achieve an appropriate balance between the qualitative characteristics identified in (a) to (f) above.

1.1.8.2 Paragraph 7.10 of the Project Implementation Manual (PIM) on financial reporting requires a schedule of commitments/contracts and disclosures of outstanding commitments and assets as memoranda to the financial statements.



1.1.8.3 During the audit, we observed that Management disclosed on the face of the financial statements total commitments amounting to US\$7,911,793.71. However, the schedule of commitments was not disclosed in the notes to the financial statements.

**Risk**

1.1.8.4 Fair presentation and full disclosure may be impaired.

1.1.8.5 Failure to include the details of commitment schedules in the notes to the financial statements may deny users of the financial statements information needed to make informed decisions.

**Recommendation**

1.1.8.6 Management should adjust the financial statements to include the details of commitment schedules in the notes to the financial statements.

1.1.8.7 Going forward, Management should facilitate full and adequate disclosures in the notes to the financial statements consistent with Paragraph 1.3.27 of the 2017 revised IPSAS Cash Basis Accounting Framework.

**Management's Response**

1.1.8.8 *Noted. This has been done in the revised Financial Statements.*

**Auditor General's Position**

1.1.8.9 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.9 Variances Between Financial Statements and Interim Financial Reports (IFRs)**

**Observation**

1.1.9.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".

1.1.9.2 During the audit, we observed the following variances between the financial statements and IFR amounts reported for the period. **See table 3 below.**

**Table 3: Variances between IFR and Financial Statements Amounts**

Description	IFR Amount (US\$) ( A )	FS Amount (US\$) ( B )	Variance (US\$) C=(A-B)
Total Receipts	10,480,453.55	10,480,465.55	12.00
Closing cash balance	(20,937.88)	(20,925.88)	12.00



**Risk**

1.1.9.3 The completeness and accuracy of the financial statements may be not assured; therefore, the financial statements may misstated.

1.1.9.4 Management may not fully account for all its transactions.

**Recommendation**

1.1.9.5 Management should adjust the financial statements with the variance observed between the financial statements and the IFRs.

1.1.9.6 Going forward, Management should ensure that financial statements are reconciled, reviewed and approved with the IFR by senior Management before submission of the financial statements.

**Management's Response**

1.1.9.7 *Noted. The Financial Statements has been revised accordingly.*

**Auditor General's Position**

1.1.9.8 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.10 Variances between Financial Statements and Cashbook Amounts**

**Observation**

1.1.10.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".

1.1.10.2 During the audit, we observed the following variances between financial statements and cashbook amounts reported for the period. **See table 4 below. Also see [ANNEXURES](#) for detailed schedules of items described in table 4 below.**

**Table 4: Variances between Financial Statements and Cashbook Amounts**

Item Description	Financial Statement Amount (US\$) (A)	Cashbook (US\$) (B)	Variances (US\$) C=(A-B)
Bank charges	13,145.20	14,955.68	-1,810.48
Communications & Internet	11,109.00	11,139.00	-30.00
Fuel and Lubricant	8,551.99	9,451.99	-900.00
Travelling and Transport	28,941.50	-28,987.65	46.15
Repair and Maintenance	4,882.80	7,030.80	-2,148.00
World Bank – IDA Credit	818,575.05	818,551.05	24.00



<b>Total</b>	<b>-4,818.33</b>
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**Risk**

1.1.10.3 Closing cash balance and subsequently the financial statements may be misstated.

**Recommendation**

1.1.10.4 Management should adjust the financial statements with variance observed between the financial statements and the cashbook.

1.1.10.5 An automated control should be established such that transactions (along with supporting documents) posted by a junior staff must be reviewed and approved by senior personnel before the transactions appear in the general ledger. Going forward, an automated linkage should be created between the general ledger, trial balance and the financial statements to facilitate completeness and accuracy of the financial statements.

**Management's Response**

1.1.10.6 *Noted. The Financial Statement has been adjusted with the Cashbook amounts accordingly.*

**Auditor General's Position**

1.1.10.7 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.1.11 Non-disclosure of Taxes Withheld.**

**Observation**

1.1.11.1 IPSAS Cash basis section 1.3.14 states 'Line items, headings and sub-totals shall be presented in the statement of cash receipts and payments when such presentation is necessary to present fairly the entity's cash receipts, cash payments and cash balances.

1.1.11.2 During the audit, we observed there was no disclosure of taxes withheld during the period under audit.

**Risk**

1.1.11.3 Fair presentation and full disclosure may be impaired.

1.1.11.4 Reconciliation and accountability may be impaired.

**Recommendation**

1.1.11.5 Management should adjust the financial statements and fully disclose all taxes withheld and remitted for the period under audit.

1.1.11.6 Going forward, Management should fully disclose all taxes withheld and remitted for the period under audit in the notes to the financial statements.





**Management's Response**

- 1.1.11.7 *These taxes are payment out of Consultancy fees (Salary in some cases). The amounts have been included as part of the total consultancy expense. However, management notes the recommendation and will disclose these amounts in the notes to the Financial Statements going forward.*

**Auditor General's Position**

- 1.1.11.8 We acknowledge Management's acceptance of our findings and recommendations. We will follow up on the implementation of our recommendation during subsequent audit.

**1.1.12 Withholding Taxes not fully remitted**

**Observation**

- 1.1.12.1 Section 905 of the Liberia Revenue Code of 2000 as amended 2011, Withholding of Tax on Payments to Residents, paragraph (m) Penalties, states "A person who has a withholding obligation under this section and fails to withhold and remit the amount of tax required to be withheld is subject to the Section 52 penalty for late payment and failure to pay. For the purpose of applying the Section 52 penalty to a failure to withhold and remit tax, references in Section 52 to the "payment due date" are to be understood as referring to the remittance due date under this section. A person who fails to provide the tax authorities with a required statement under subsection (l) is subject to a fine of \$10,000 for each required statement not provided".
- 1.1.12.2 Section 905, Withholding of Tax on Payments to Residents, of the Revenue Code of 2000 as amended 2011 states "(j) Withholding Requirements, Remittance, And Statement. Within 10 days after the last day of a month, a payor described in (a) is required to remit to the tax authorities the total amount required to be withheld during that month. Each remittance of tax under this section must be accompanied by a statement specifying the name and address of each resident to whom a payment was made, the type and amount of each payment, and the amount of tax withheld (and, if the Minister requests, underlying documentation in accordance with Section 55, including contracts). The place for remittance is the payor's filing location (designated in Section 50)".
- 1.1.12.3 During the audit, we observed that a total of US\$70,988.10 was withheld as income tax for the period under audit. However, our review indicated that only US\$49,865.92 was remitted to the LRA resulting into an outstanding liability amounting to US\$29,122.18. **See tables 5 and 6 below.**
- 1.1.12.4 Additionally, there was no disclosure in notes to the financial statements of a withholding tax obligation for the period.

**Table 5: Taxes Withheld but Seems Not Remitted.**

Date	Voucher	Description	Amount
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*Management Letter on the  
Liberia Electricity Sector Strengthening Access Project (LESSAP)  
for the period July 1, 2021 to December 31, 2022*

	number		
31-Jan-22	GLv00006473	To record withholding tax on consultancy services for LESSAP	2,333.34
31-Jan-22	GLv00006474	To record withholding tax on consultancy services for LESSAP	5,115.00
31-Jan-22	GLv00006479	To record withholding tax on consultancy services for LESSAP	5,445.00
09-Feb-22	GLv00006532	To record payment of 10% withholding tax	777.00
12-Apr-22	GLv00006744	To record payment of tax on consultancy fees	777.78
31-May-22	GLv00006998	To record payment of withholding tax for May 2022	5,009.41
02-Jun-22	GLv00006994	To record payment of withholding tax for May 2022	1,164.68
02-Jun-22	GLv00006995	To record payment of withholding tax for May 2022	1,935.00
29-Jun-22	GLv00007167	To record withholding tax for June 2022	5,009.41
05-Jul-22	GLv00007168	To record withholding tax for June 2022	777.78
05-Jul-22	GLv00007334	To record payment of withholding tax for Jun 2022	777.78
<b>Total</b>			<b>29,122.18</b>

**Table 6: Taxes Withheld and Remitted**

Date	Voucher number	Description	Amount
04-Mar-22	GLv00006679	To record payment of withholding tax on consultancy fees	777.78
01-Apr-22	GLv00006771	To record payment of tax on consultancy fees	777.78
27-Apr-22	GLv00006741	To record payment of tax for Willem Vanzul	967.50
30-May-22	GLv00006987	To record payment of withholding tax for May 2022	777.00
21-Jul-22	GLv00007292	To record payment of withholding for Monie Captan for July 2	777.78
21-Jul-22	GLv00007294	To record payment of withholding tax for July 2022	5,009.41
11-Aug-22	GLv00007651	To record payment of withnolding tax for WJacobus	2,902.50
30-Aug-22	GLv00007682	To record payment of withholding tax for project staff	5,009.41
31-Aug-22	GLv00007680	To record payment of withholding tax for Monie Captan	777.78
31-Aug-22	GLv00007683	To record payment of withholding tax for Mjung fir Jul. 2022	1,164.68
08-Sep-22	GLv00007784	To record payment of withholding tax on WJacobus remuneration	2,902.50
27-Sep-22	GLv00007859	To record pmt of withholding tax on staff salaries	5,009.42
04-Oct-22	GLv00007860	To record pmt of withholding tax on MCaptan remuneration	777.78
28-Oct-22	GLv00008130	To record withholding on salary for October 2022	6,779.41
08-Nov-22	GLv00008312	To record payment of withnolding tax for Oct 2022	777.78
25-Nov-22	GLv00008329	To record pmt of withholding tax for Wbank staff for Nov 202	6,677.41
<b>Total</b>			<b>41,865.92</b>

**Risk**

- 1.1.12.5 Taxes withheld may not be paid timely which may lead to imposition of fines and penalties on the entity thereby leading to waste of project funds.
- 1.1.12.6 Taxes withheld and not remitted may be misapplied and or misappropriated.
- 1.1.12.7 Failure to remit taxes withheld, may deny GoL of much needed tax revenue.
- 1.1.12.8 Management may be noncompliant with Section (905) J. of the Revenue Code of Liberia 2000, which may result in to penalties for late payment and failure to pay.



1.1.12.9 Non-remittance of withholding taxes may lead to an overstatement of the cash book and subsequently the financial statements.

**Recommendation**

1.1.12.10 Management should provide substantive justification for not remitting withholding taxes to the LRA.

1.1.12.11 Going forward, Management should withhold all taxes and facilitate full remittance of same to the General Revenue Account in keeping with Section 905 (J) of the Revenue Code of Liberia Act of 2000 as amended in 2011. Evidence of remittance of withholding taxes should be adequately documented and filed to facilitate future review.

**Management's Response**

1.1.12.12 *Management re-analyzed the records of remittance (per attached bank statement extract) and found only USD 7,140.00 as outstanding remittance, which was due to oversight. The amount will be remitted.*

**Auditor General's Position**

1.1.12.13 We reviewed the analysis of tax remittances submitted by Management after our audit execution. Therefore, we have adjusted outstanding taxes to (US\$70,988.10 – US\$63,848.10) US\$7,140.00 to be remitted to the LRA by Management.

**1.1.13 Receipts / Transfers Omitted from Financial Statements**

**Observation**

1.1.13.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".

1.1.13.2 Paragraph 1.3.27 of the 20147 revised IPSAS Cash Basis Accounting framework states "financial statements shall present information that is:

- a) Understandable
- b) Relevant to the decision-making and accountability needs of users
- c) A faithful representation of the cash receipts, cash payments and cash balances of the entity and other information disclosed in the financial statement that is:
  - i) complete;
  - ii) neutral; and
  - iii) free from material error;
- d) Comparable;
- e) Timely; and



- f) Variable constraint on information included in financial statements is that it is material, satisfies cost-benefits assessment, and achieve an appropriate balance between the qualitative characteristics identified in (a) to (f) above.

1.1.13.3 During the audit, we observed that the cashbook contained a total of US\$101,140.45 receipts representing transfers from LACEEP-AF that could not be traced to the financial statements.  
**See table 7 below.**

**Table 7: Omitted Receipts**

Date	Voucher Number	Description	Amount US\$
01-Sep-22	GLv00007797	To record pmt to refund Henry Joynson remuneration to LESSAP	90,580.45
01-Sep-22	GLv00007798	To record pmt to refund Henry Joynson remuneration withhold	10,560.00
<b>Total</b>			<b>101,140.45</b>

**Risk**

1.1.13.4 The financial statements may be misstated.

**Recommendation**

1.1.13.5 Management should provide explanation with supporting documentations for the omission of these transfers from the financial statements.

1.1.13.6 Management should adjust the financial statements to include all transactions in the cashbook.

1.1.13.7 An automated control should be established such that transactions (along with supporting documents) posted by a junior staff must be reviewed and approved by senior personnel before the transactions appear in the general ledger. Going forward, an automated linkage should be created between the general ledger, trial balance and the financial statements to facilitate completeness and accuracy of the financial statements.

**Management's Response**

1.1.13.8 *This is a result of payments meant for LACEEP-AF but was erroneously paid from LESSAP. The transfer was done from LESSAP to LACEEP-AF to rectify this error. See attachment.*

**Auditor General's Position**

1.1.13.9 We reviewed the documents subsequently submitted by Management and observed that the transactions represented the usage of LESSAP funds to facilitate LACEEP-Original expenditure which was subsequently refunded. However, the details of the transactions posted in the cashbook did not provide full disclosures and as such impair reconciliation, comparability and effective review. Going forward, Management should utilize the journal voucher system to adequately disclose the details of transactions posted to the cashbook. Management should also adequately disclose the details of transactions in the cashbook or



adequately reference the journal voucher for which full disclosure had been made.

#### 1.1.14 Variance in Payments per Cashbook and per Financial statement for the Designated Account

##### Observation

1.1.14.1 Regulation O.24. of the PFM Act of 2010 amended 2019 states "(1) A Head of Government Agency shall ensure that his accounts are properly maintained and are correct at all times. (2) A Head of Government Agency shall, in relation to sub-regulation (1) appoint an officer who shall examine and check daily, all entries in cash books and other books of account, the counterfoils or copies of receipts or original documents to verify the correctness of the transactions".

1.1.14.2 Paragraph 1.3.27 of the IPSAS Cash basis Accounting framework states "financial statements shall present information that is:

- a) Understandable
- b) Relevant to the decision-making and accountability needs of users
- c) A faithful representation of the cash receipts, cash payments and cash balances of the entity and other information disclosed in the financial statement that is:
  - i) complete;
  - ii) neutral; and
  - iii) free from material error;
- d) Comparable;
- e) Timely; and
- f) Variable constraint on information included in financial statements is that it is material, satisfies cost-benefits assessment, and achieve an appropriate balance between the qualitative characteristics identified in (a) to (f) above.

1.1.14.3 During the audit, we observed a variance of (US\$94,341.05) between the amount reported as payments per the designated account in the financial statements and payments calculated per the cashbook from the designated account. **See table 8 below. Also see Annexures 2 for details of payments per cashbook.**

**Table8: Variance in Total Payments Per FS and CB**

Item	Designated Account Total Payments per Financial Statements US\$ (A)	Designated Account Total Payments per Cashbook US\$ (B)	Variance US\$ (C) = ( A-B )
Total Payments	839,500.93	933,841.98	-94,341.05

##### Risk

1.1.14.4 The financial statements may be misstated.



### **Recommendation**

- 1.1.14.5 Management should provide explanation with supporting documentations for the variance between the cashbook and the financial statements.
- 1.1.14.6 Management should adjust the financial statements to include all transactions in the cashbook.
- 1.1.14.7 An automated control should be established such that transactions (along with supporting documents) posted by a junior staff must be reviewed and approved by senior personnel before the transactions appear in the general ledger. Going forward, an automated linkage should be created between the general ledger, trial balance and the financial statements to facilitate completeness and accuracy of the financial statements.

### **Management's Response**

- 1.1.14.8 *This transaction also relates to 1.1.13 above. The transfer of funds (replenishment) was done in lumpsum. This should have served as a reduction (or offset) against previous erroneous disbursement to show the correct disbursement for the period had it been so considered by the auditor.*

### **Auditor General's Position**

- 1.1.14.9 We reviewed the documents subsequently submitted by Management and observed that the transactions represented the usage of LESSAP funds to facilitate LACEEP-Original expenditure which was subsequently refunded. However, the details of the transactions posted in the cashbook did not provide full disclosures and as such impair reconciliation, comparability and effective review. Going forward, Management should utilize the journal voucher system to adequately disclose the details of transactions posted to the cashbook. Management should also adequately disclose the details of transactions in the cashbook or adequately reference the journal voucher for which full disclosure had been made.

## **1.1.15 No Evidence of Satisfactory Performance of Management Service Contract (MSC)**

### **Observation**

- 1.1.15.1 Section 10.1 of the Management Service Contract, requires the Contractor under its reporting requirements to provide monthly progress reports to be submitted to the Employer's Representative in six copies. The first report shall cover the period up to the end of the first calendar month following the Commencement Date. Reports shall be submitted monthly thereafter, each within 7 days after the last day of the period to which it relates. The Contractor shall comply with all other reporting requirements specified.
- 1.1.15.2 During the audit we observed a direct payment of US\$9,454,390.50 was made to the Contractor, ESBI for management service contract. However; we observed no evidence of monthly progress reports for services rendered consistent with the terms of the contract.



**Risk**

- 1.1.15.3 Payment may be made for service not performed.
- 1.1.15.4 The contractor may not have performed the required service nor meet deliverables enshrined in the contract terms.

**Recommendation**

- 1.1.15.5 Management should provide evidence of the contractor's progress reports to the Office of the Auditor General for validation.
- 1.1.15.6 Going forward, Management should ensure that the terms and conditions of all service contracts are fully complied with to achieve value for money.

**Management's Response**

- 1.1.15.7 *Management accepts the observation and will ensure the terms and conditions are fully followed in every given contract going forward.*

**Auditor General's Position**

- 1.1.15.8 We acknowledge Management's acceptance of our findings and recommendations. Going forward, Management should ensure that approve terms, conditions and benefits for service contracts are appropriately utilized. Evidence for service performance reports and completion of service certificates should be adequately documented and filed for facilitate future review.

**1.1.16 Variance in Amount Paid Contractor and Amount Allotted by Project**

**Observation**

- 1.1.16.1 Section 61 of the Project Appraisal Document (PAD) places the cost of Subcomponent 3(a), Support for Management Service Contract (MSC) and Transition to Full-time Sustainable Management at US\$8.0 million.
- 1.1.16.2 During the audit, we observed that direct payment to the contractor, ESBI, for MSC under component 3(a) of the project totaled US\$9,454,390.50 leading to a variance of (US\$1,454,390.50).

**Risk**

- 1.1.16.3 Expenditures and subsequently the financial statements may be misstated.
- 1.1.16.4 The contractors may have been overpaid leading to misappropriation of project funds

**Recommendation**

- 1.1.16.5 Management should provide explanation with supporting documentations for the variance

between the contract value and the actual payments made to the contractors.

- 1.1.16.6 Going forward Management should ensure that payments for service is made consistent with the terms and conditions of the contract.
- 1.1.16.7 In instances where modifications are made to the terms and conditions of the contract, Management should develop and approve an addendum to the contract indicating revised terms and conditions. Evidence of addendum to contracts should be adequately documented and filed to facilitate future review.

**Management's Response**

- 1.1.16.8 *The contractor was paid the amount on the basis of the restructured PAD. (Please see attached)*

**Auditor General's Position**

- 1.1.16.9 Management's assertions are not supported by adequate documentation. A reference to the PAD is not a substitute for an addendum to a contract. Therefore, we maintain our finding and recommendations

**1.2 Control and Administrative Issues**

**1.2.1 Lack of Ledger and Trial Balance**

**Observation**

- 1.2.1.1 Regulation A.3- Duty to Keep Proper Records and Books of Accounts- of the PFM Act of 2009 as amended 2019 states: "(1) Any public officer concerned with the conduct of financial matters of the Government of Liberia, or the receipt, custody and disbursement of public and trust moneys, or for the custody, care and use of government stores and inventories shall keep books of accounts and proper records of all transactions and shall produce the books of accounts and records of the transactions for inspection when called upon to do so by the Auditor General, the Comptroller General , the relevant internal auditor or any officers authorized by them, by the Minister.
- 1.2.1.2 During the audit, we observed that Management did not keep summary ledger accounts and consequently did not prepare a trial balance.

**Risk**

- 1.2.1.3 The completeness and accuracy of revenues and expenditures may not be assured; therefore, the financial statements may be misstated.
- 1.2.1.4 Management may not fully account for activities of the entity.

**Recommendation**

- 1.2.1.5 Management should ensure that detailed general ledgers are prepared to support figures





mentioned in the financial statements. Periodic reconciliation should be performed between the general ledger, trial balance and the financial statements. Differences identified should be investigated and adjusted (where applicable) in a timely manner.

1.2.1.6 Management should procure and operationalize a functional accounting software or upgrade the existing accounting software to record all financial transactions of the entity.

1.2.1.7 An automated control should be established such that transactions (along with supporting documents) posted by a junior staff must be reviewed and approved by senior personnel before the transactions appear in the general ledger. Going forward, an automated linkage should be created between the general ledger, trial balance and the financial statements to facilitate completeness and accuracy of the financial statements

**Management's Response**

1.2.1.8 *This recommendation is noted.*

**Auditor General's Position**

1.2.1.9 We acknowledge Management's acceptance of our findings, recommendations and subsequent adjustment of the financial statements.

**1.2.2 Non-maintenance of a Tax Register**

**Observation**

1.2.2.1 Section 7.3 of the financial manual requires Management to maintain records to supplement any existing computerized accounting systems and that said records shall include a Tax Register for the purpose of keeping accurate records of tax deductions and ensure that tax payers receive their tax certificates in a timely manner.

1.2.2.2 During the audit, we observed no evidence that Management maintained a Tax Register as required.

**Risk**

1.2.2.3 In the absence of a tax register to track all tax deductions and payments of taxes due to the regulatory authority, adequate withholding and timely payment of taxes may not be assured.

1.2.2.4 Additionally, failure to maintain the tax register, may lead to delay or none payment of taxes as and when due which may result to fines and penalties being imposed on the project funds

**Recommendation**

1.2.2.5 Management should provide explanation for not maintaining a tax register per the entity's financial management policy.

1.2.2.6 Going forward, Management should ensure controls are complied with by maintaining the tax register and ensuring that tax payers receive their tax certificates.



**Management's Response**

- 1.2.2.7 *Taxes are remitted immediately when deducted. However, Management will maintain tax register going forward.*

**Auditor General's Position**

- 1.2.2.8 We acknowledge Management's acceptance of our findings and recommendations. We will follow-up on the implementation of our recommendations during subsequent audit.

**1.2.3 Untimely Reconciliation of Bank Account**

**Observation**

- 1.2.3.1 Section 5.10 count vi of the LESSAP's Financial Manual, states "Bank statement shall be obtained from the bank within one week after the end of each month; and count ix and states "Bank reconciliation statements shall be prepared for the bank account within two weeks after the end of each month and shall be signed by the Finance Officer who prepared them".
- 1.2.3.2 During the audit, we observed that bank statements were not always obtained within one week of after end of month for reconciliation purposes.
- 1.2.3.3 We further observed during the audit that there was no evidence of dates on the bank reconciliation statements to validate that the statements were prepared within two weeks after end of month.

**Risk**

- 1.2.3.4 Delay in preparation of bank reconciliation statements may lead to untimely detection of errors or omissions and fraud. Management may not be able to fully account for all its transactions.
- 1.2.3.5 In the absence of dates of preparation and approval on the bank reconciliation statements, timely preparation may not be assured.

**Recommendation**

- 1.2.3.6 Management should facilitate timely preparation of monthly bank reconciliation reports for each operational and designated account established by the entity.
- 1.2.3.7 Management should ensure that the dates of preparation and approval are indicated on the face of the bank reconciliation statements.

**Management's Response**

- 1.2.3.8 *This is noted.*



**Auditor General's Position**

- 1.2.3.9 We acknowledge Management's acceptance of our findings and recommendations. We will follow-up on the implementation of our recommendations during subsequent audit.

**1.2.4 Delayed Petty Cash Replenishment**

**Observation**

- 1.2.4.1 LEC Financial manual section 5.14 Internal control- Petty cash, states "Petty cash shall be kept under the project for small local expenditures. The petty cash (PC) shall be kept on an imprest basis. The replenishment frequency shall be monthly or when 75% of imprest is disbursed, whichever comes first".

- 1.2.4.2 During the audit, we observed that petty cash replenishment was not done at the required replenishment level of 25% of the petty cash float or at US\$250.00. Replenishment was done when the imprest was at a balance of \$5.71 or at 0.6% of the petty cash float, contrary to the above regulation.

**Risk**

- 1.2.4.3 Petty cash may not be available to facilitate expenditure of minimum value.
- 1.2.4.4 Management may endure the rigor of the procurement process to facilitate expenditure of minimum values.

**Recommendation**

- 1.2.4.5 Management should ensure timely replenishment of the petty cash float as prescribed by the financial manual.

**Management's Response**

- 1.2.4.6 *This is noted.*

**Auditor General's Position**

- 1.2.4.7 We acknowledge Management's acceptance of our findings and recommendations. We will follow-up on the implementation of our recommendations during subsequent audit.

**1.2.5 No Evidence of Petty Cash Count**

**Observation**

- 1.2.5.1 Count vi Section 5.14 of the Project Financial Manual Internal control- Petty cash, states "The petty cash shall be subjected to a surprise cash count from time to time, not only by auditors, but also by the Financial Management Specialist".

- 1.2.5.2 During the audit, we observed no evidence of petty cash count during the period.



**Risk**

- 1.2.5.3 Petty cash may be susceptible to theft or misappropriation.
- 1.2.5.4 Petty cash balance may not be reflective of actual cash on hand.

**Recommendation**

- 1.2.5.5 Management should facilitate the periodic conduct of surprise cash count to ensure effective management of petty cash.
- 1.2.5.6 Variances identified during cash count should be investigated and resolved in a timely manner.
- 1.2.5.7 Evidence of periodic cash counts should be adequately documented and filed to facilitate future review.

**Management's Response**

- 1.2.5.8 *This is noted.*

**Auditor General's Position**

- 1.2.5.9 We acknowledge Management's acceptance of our findings and recommendations. We will follow-up on the implementation of our recommendations during subsequent audit.



## ANNEXURES

### Annexures 1 – Detailed Schedules of Variance between Financial Statements and Cashbook

#### Bank Charges

Date	Voucher	Description	Amount
31-Jan-22	GLv00006451	To record bank charges for Jan 2022	345.00
28-Feb-22	GLv00006559	To record bank charges for Feb 2022	5.00
31-Mar-22	GLv00006667	To record bank Charge for March 2022	35.00
30-Apr-22	GLv00006842	To record bank charges for April 2022	20.00
20-May-22	GLv00007095	To record bank charges on incoming IDA funds to LESSAP	7,142.46
31-May-22	GLv00007068	To record bank service charge for May 2022	98.00
31-Jul-22	GLv00007548	To record bank charges for Jul 2022	583.00
31-Aug-22	GLv00007687	To record bank charges for Aug 2022	90.00
30-Sep-22	GLv00008013	To record bank charges for Sept 2022	656.00
31-Oct-22	GLv00008218	To record bank charge for Oct 2022	265.00
30-Nov-22	GLv00008579	To record bank charges for Nov 2022	183.00
31-Dec-22	GLv00008771	To record bank charges for December 2022	397.40
31-Jan-22	GLv00006469	To record IDA incoming funds for LESSAP	5,135.82
<b>Cashbook Total</b>			<b>14,955.68</b>
<b>Financial Statement Total</b>			<b>13,145.20</b>
<b>Variance</b>			<b>-1,810.48</b>

#### Fuel and Lubricant

Date	Voucher	Description	Amount
4-May-22	GLv00006867	To record payment for replenishing fuel card	1,320.00
31-May-22	GLv00007044	To record payment of fuel allowance for May 2022	150.00
29-Jun-22	GLv00007166	To record fuel allowance to MKorleh for June 2022	150.00
21-Jul-22	GLv00007287	To record payment of fuel allowance for Jul 2022	150.00
9-Aug-22	GLv00007649	To record payment for re-charging fuel cards	806.00
31-Aug-22	GLv00007676	To record payment for fuel allowance for Aug 2022	150.00
31-Aug-22	GLv00007685	To record payment to replenish fuel cards	1,218.67
1-Sep-22	GLv00008062	To record pmt of fuel allowance to MKorleh for Aug 2022	150.00
8-Sep-22	GLv00007790	To record payment to Conex oil to recharge fuel cards for WB	1,375.00



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16-Sep-22	GLv00007789	To record payment to Conex oil to recharge fuel cards for WB	615.33
30-Sep-22	GLv00007863	To record pmt for fuel allowance to MKorleh	150.00
17-Oct-22	GLv00008154	To record payment of recharge fuel cards	1,181.67
17-Nov-22	GLv00008313	To record payment for vehicle fuel cards recharge	810.00
12-Dec-22	GLv00008564	To record payment to replenish fuel cards	1,225.32
<b>Cashbook Total</b>			<b>9,451.99</b>
<b>Financial Statement Total</b>			<b>8,551.99</b>
<b>Variance</b>			<b>900.00</b>

**Travelling and Transport**

Date	Voucher	Description	Amount
14-Jun-22	GLv00007161	To record DSA for design works team	1,290.00
12-Aug-22	GLv00007654	To record payment for LESSAP project design team dsa	4,420.00
31-Aug-22	GLv00007659	To record payment for DSA and accom	407.00
31-Aug-22	GLv00007660	To record payment for DSA and accommodation	407.00
31-Aug-22	GLv00007673	To record payment of DSA and accom	909.00
31-Aug-22	GLv00007675	To record payment of DSA and accom	909.00
25-Nov-22	GLv00008321	To record pmt of salary to DSAah for Nov 2022	3,217.50
12-Dec-22	GLv00008563	To record payment of DSA to FTogbor	746.00
12-Dec-22	GLv00008568	To record payment of DSA to JBWilliams	746.00
21-Jul-22	GLv00007427	To record pmt for air ticket reimbursement to HKimber	2,770.00
12-Aug-22	GLv00007652	To record payment for air ticket reimbursement	4,346.12
12-Aug-22	GLv00007655	To record payment for reimbursement for air ticket	1,689.60
1-Sep-22	GLv00007677	To record payment for reimbursement for air ticket	2,333.47
6-Dec-22	GLv00008562	To record payment for air tickets to Hkimber	2,661.56
13-Dec-22	GLv00008569	To record payment for air tickets to Jwilliams and FTogbor	2,135.40
<b>Cashbook Total</b>			<b>28,987.65</b>
<b>Financial Statement Total</b>			<b>28,941.50</b>
<b>Variance</b>			<b>46.15</b>

**Repair and Maintenance**

Date	Voucher	Description	Amount
11-Aug-22	GLv00007650	To record payment for maintenance services on project vehicles	1,003.00
13-Sep-22	GLv00007787	To record payment to UP town garage for maintenance services	533.80
13-Sep-22	GLv00007788	To record payment to UMC for maintenance services	583.00
06-Oct-22	GLv00007855	To record pmt for maintenance services	2,323.00
06-Oct-22	GLv00007857	To record pmt for maintenance services	700.00
02-Nov-22	GLv00008309	To record payment for maintenance services	1,888.00
<b>Cashbook Total</b>			<b>7,030.80</b>
<b>Financial Statement Total</b>			<b>4,882.80</b>
<b>Variance</b>			<b>2,148.00</b>

**World Bank – IDA Credit**

Date	Voucher	Description	Amount
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31-Jan-22	GLv00006469	To record IDA incoming funds for LESSAP	342,388.00
20-May-22	GLv00007094	To record incoming funds IDA incoming funds to LESSAP	476,163.05
<b>Cashbook Total</b>			<b>818,551.05</b>
<b>Financial Statement Total</b>			<b>818,575.05</b>
<b>Variance</b>			<b>-24.00</b>

**Communication and Internet**

Date	Voucher	Description	Amount
4-Mar-22	GLv00006677	To record payment for internet modem	288.00
7-Apr-22	GLv00006745	To record payment for internet services	179.00
4-May-22	GLv00006865	To record payment for internet subscription	179.00
3-Jun-22	GLv00006996	To record payment to recharge internet for Planning office	179.00
21-Jul-22	GLv00007295	To record payment for recharging of internet	179.00
4-Aug-22	GLv00007657	To record payment recharge internet	179.00
1-Sep-22	GLv00007865	To record pmt for internet subscription	179.00
30-Sep-22	GLv00007864	To record pmt for recharging internet modem	179.00
1-Nov-22	GLv00008308	To record payment for recharging internet modem	179.00
28-Nov-22	GLv00008330	To record pmt to recharge internet modem	179.00
31-May-22	GLv00007045	To record payment of communication allowance for May 2022	1,350.00
4-Jul-22	GLv00007174	To record payment of communication allowance for WB staff	1,240.00
21-Jul-22	GLv00007285	To record payment for communication allowance to WB staff	1,160.00
21-Jul-22	GLv00007293	To record payment for communication allowance to WB staff	90.00
31-Aug-22	GLv00007661	To record payment for project communication, allow	1,200.00
30-Sep-22	GLv00007856	To record pmt for communication for WB staff for Sept 2022	800.00
1-Nov-22	GLv00008306	To record payment of communication allowance to WB staff	(850.00)
28-Nov-22	GLv00008331	To record pmt for communication allowance for Nov 2022	1,050.00
13-Dec-22	GLv00008570	To record payment of communication allowance for Dec 2022	1,500.00
<b>Cashbook Total</b>			<b>11,139.00</b>
<b>Financial Statement Total</b>			<b>11,109.00</b>
<b>Variance</b>			<b>30.00</b>

