



Ministry of Interior, Federal Affairs and Democratization

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وزارة الداخلية, شئون الفدرالية و الديمقراطية

Draft Monitoring mission Report for Burtinle, Galdogob , Galakacayo and Jariban

Introduction

Pooling consultants travelled to Burtinle, Galdogob , Galkacayo and Jariban districts the purpose of this mission was that to assess the capacity gaps existing in these districts , specially to discover the capacity drawbacks in place in the departments of planning , Admin & finance , internal audit office and the department of public works during this monitoring the pooling consultants has recommended to the departments' directors to cover the gaps seen , particularly those areas that can be immediately filled by the department officials and decided to prepare capacity development plan for covering the huge gaps that need extra trainings .

Mission objectives

The overall objectives of this monitoring was that the pooling consultants to assess the capacity gaps existing in the districts' departments for the consultants prepare capacity support plans to cover / accomplish those gaps found.

- To discover capacity gaps existing in planning departments of districts

- To reveal the capacity drawback existing in admin & finance departments of the districts
- To assess the capacity gaps existing in public works departments of districts
- To provide quick on the job training to the departmental directors to cover immediately the simple gaps revealed during monitoring
- To prepare capacity development plan to cover the heavy gaps during the monitoring mission

Methodologies used during the mission

The pooling consultants used below methodologies during the mission:

- Interviewing the departments' staffs
- Observations
- Reviewing departments' documents

Activities carried out during the mission

Meeting with Burtinle District mayor

- The pooling consultants met with Burtinle district mayor the purpose of this meeting was to give the mayor and update about the mission and also it was entry meeting

Meeting with Burtinle public works department director

- Meeting with public works department director Shurkri Hassan and she told the monitoring that the active staff of the department are the district engineer and

her and other staff are not yet in place for shortage of fund, the team has reviewed the departments such as; files, land documents and property tax document and these were in good conditions and only these need some improvements. The director told there exist land conflict resolution committee comprising 5 members of (the director, police officer and three community leaders). The director told that monitoring team that the department use manual register to register land and properties and she told the team that the department registered 9,000 houses at the moment and added that the AIMS &BIMS is not functional .

Meeting with Burtinle district accountant

- The team met with the district accountant and answering question about whether the district prepares budget adopting the standardized MOIFAD format he mentioned that the district prepares budget each year adopting the standardized format and showed the team the budget of the district in 2020, he further added that taxation heads that they currently collect revenues are:
- Development tax
- Land tax
- Landing taxation
- Camel and goat sales tax
- livestock Slaughter tax
- Business license tax
- Property tax
- Meeting with Planning director

Meeting with Burtinle district planning director

- Met with Burtinle district planning department director answering a question about whether director hard copies of district DDF and AWP&B documents he showed these documents as hard copies and also told the team that he has also soft copies of these documents are in the computer of the department. While answering a question about his knowledge of preparation process of district AWP&B he explained it clearly and this showed that he knows this process. Furthermore the director told the team that he is the only staff who runs this department.

Meeting with Galdogob Mayor

- The monitoring team has met with the mayor and this purpose was that to provide a briefing about the mission as well as being as an entry meeting.

Meeting with Admin & finance director

- During the mission the monitoring team focused to assess the revenue collection level and the director pointed out that their revenue collection was not strong for the department has not yet collected several revenue heads particularly the most important heads of the district such as; (property taxes , business license revenue collection was not up to the point), the monitoring team reviewed district books of accounts that are usually recoded daily revenue collection amounts and these seemed to have been recorded properly. Likewise the team has assessed the situation of the district filing and documentation it was realized that their filling and documentation was moderate and need some improvements. Finally the team checked how well that districts departments adopted the standardized structure of local government as well as their mandates of roles and responsibilities and the team found out that the department are not fully adopted their roles and responsibilities and need further improvement discussions to avoid any possible role clash.

Meeting with the Mayor of Galkacayo

The team met with Galkacayo Mayor for briefing and as an entry meeting

the mission the team met with the revenue director of Galkacayo district and the team assessed the revenue collection level of the district and the team saw that 70% of revenue planned has been collected by the department, though the director told the team that remaining percent of un- collected revenue mostly related to property taxation which the district has not collected as planned due to security issues. The accountant stated that the district moved from using AIMS to IFMAS and the district currently uses to record the revenue and expenditure to IFMAS, where AIMS is used to be recorded to financial reporting of LDF projects plus staff payroll, the director told the team that in the near future the district will use fully to IFMAS Programme.

Thereafter the team met with internal audit officer and interviewed him about how the auditor fulfills duties and process and steps the internal auditor takes during the auditing exercise, after the interview and observation of reports he produced, It was found that he works as monitoring & evaluation officer, then team provided him quick on the job training about his TORs as well as the team shared with internal audit training manual of Somali version.

Meeting with Jariban Mayor

- The monitoring team has met with the Mayor and this purpose was that to provide a briefing about the mission as well as being as an entry meeting.

The monitoring team reviewed district books of accounts that are usually recoded daily revenue collection amounts and these appeared to have been recorded properly, also the team has observed the situation of the district filing system it was realized that their filling system quite low and need further improvements.

During this exercise the team focused to assess the revenue collection level and the director pointed out that the district revenue collection was weak due to insufficient of tax collectors, low demand for fishing products also the department has not yet collected several revenue heads such property taxation and business license taxations. Finally the team checked how well that districts departments adopted the standardized structure of local government as well as their mandates of roles and responsibilities and the team found out that the district is not yet fully adapted to the harmonized local government structure recently circulated by MOIFAD.

Gaps discovered during monitoring mission

The duration of this monitoring the team recorded below capacity gaps, administrative gaps, structural Gaps as well other gaps and these are as below:

- The team that are staff shortage of Burtinle , Galdogob and Jariban district due to slow revenue mobilization/collection, for that sake these districts failed to adopt harmonized structure set by MOIFAD.
- The filling systems of the above mentioned district were not up to the point and need more improvements.
- The AIMS and BIMS of these above mentioned districts were not functional and needed to be functioned.
- Galkacayo district has moved from AIMS & BIMS to IFMAS and at the time of mission the district has yet fully used to IFMAS but instead the district was using both systems (AIMS , BIMS and IFMAS)

Recommendations

After recording the above gaps the team proposed to be taken below actions to improve the gaps seen:

- The consultants should prepare capacity development plans to addressed to the gaps seen.
- Burtinle, Galdogob and Jariban district conduct revenue mobilization campaigns and thereafter to recruit important staff to these districts and MOIFAD to support these districts to upgrade their revenues.
- MOIFAD to advocate that MOF to complete IFMAS application so that Galkacayo district to fully adopt their financial and budget recordings

Annexes

List of the members that monitoring team met and interviewed in duration to the monitoring mission and were as below:

#	Name	District	Title
1	Shukri Hassan	Burtinle	Director of Public works
2	Hirsi Mohamed Yusuf	Burtinle	Accountant
3	Feysal	Burtinle	Director of Planning
4	Ali Heydar	Galdogob	Director of Planning
5	Abdifutah Jama	Galdogob	Director of Admin & finance
6	Burhan Ga'ayte	Jariban	Director of Admin & finance
7	Ahmed Said		
8	Mahad Abdi Barre		
9	Abdirazak Omar	Galkacayo	Internal Audit Officer

Questionnaire

1. How would do land registration?
2. Which system do use when registering properties?
3. How did you record revenue and expenditure of your district?
4. Can you tell us the processes you follow when preparing the DDF and AWP&B?
5. How did you monitor the implementation of your plans?