



MINISTRY OF FINANCE, PLANNING AND
ECONOMIC DEVELOPMENT

THE CONSOLIDATED BOARD OF SURVEY REPORT

FOR THE YEAR ENDED 30TH JUNE 2024

GOU MISSIONS ABROAD

ACCOUNTANT GENERAL'S OFFICE



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SURVEY REPORT FOR THE YEAR
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PREAMBLE

In accordance with Section 32(4) of the Public Finance Management Act, Cap 171, the Accountant General is mandated to appoint an annual Board of Survey for each Vote, to be conducted after the close of business on the last working day of the financial year or before the commencement of business on the first day of the new financial year.

The Board of Survey serves as a critical mechanism for ensuring accountability and transparency in public asset management through the physical verification of assets against the asset registers. This process confirms the accuracy of recorded data and the physical existence of Government assets.

Since July 2022, significant reforms have been introduced to enhance the effectiveness of the Board of Survey, including:

Revision of the Chart of Accounts, increasing asset categories from 13 to 64, thereby improving the granularity of asset classification. **Upgrade of the Integrated Financial Management System (IFMS)** to enable automated updates of asset registers, thereby strengthening real-time tracking and accountability. However, for Missions Abroad plans are underway to configure the fixed assets module on the Navision system to improve maintenance of the Asset register.

These reforms have significantly supported the verification of the Government's asset portfolio and mark a major milestone in Uganda's transition to Accrual Accounting.

To further support this process, the Accountant General's Office has issued revised Board of Survey reporting templates and undertaken targeted capacity-building interventions. These measures aim to address long-standing challenges such as the absence of key information on high-value assets, delays in disposing of obsolete assets, and limited implementation of past survey recommendations.

The theme for this year's exercise, **"Complete and Up-to-Date Asset Registers,"** underscores the Government's commitment to maintaining accurate and reliable asset data.

Looking ahead, the Accountant General's Office, in close collaboration with Accounting Officers, will continue with efforts to ensure completeness and accuracy of the asset registers. Accounting Officers are implored to fully utilize

the Asset Management Guidelines, available on the Ministry of Finance, Planning and Economic Development website (www.finance.go.ug).

The Office commends all Accounting Officers who actively supported the successful coordination and execution of this year's Board of Survey. As part of a culture of continuous improvement, all Votes are urged to fully implement recommendations from the previous Board of Survey cycle.

The Accountant General's Office remains committed to providing continued support and technical guidance to address emerging challenges in public asset management.

For God and My Country.

A handwritten signature in blue ink, appearing to be 'S. Ojambo', with a large loop at the end.

Stephen Ojambo

FOR . ACCOUNTANT GENERAL

EXECUTIVE COMMENTARY

1.0 Background**1.1 Introduction**

The Board of Survey exercise is a process involving the physical verification of assets, stores, cash, and bank balances of the Votes for the preceding financial year. Mandated by the Accountant General under S.32(4) of the Public Finance Management Act, Cap 171, this task involves appointing Boards of Survey to inspect assets. The exercise was meticulously conducted at various Government of Uganda Missions Abroad, spanning the financial year ending 30th June 2024. This comprehensive exercise, delegated to our dedicated staff stationed abroad, entailed a rigorous examination and physical inspection of assets, stores, and inventory. Additionally, we conducted a thorough verification of cash and bank balances, as well as books of accounts.

Our data collection methods were multifaceted, incorporating observation, sampling, and pictorial evidence to ensure a robust and accurate analysis. The Board of Survey templates served as essential tools for systematically conducting the exercise. The data collected encompassed fixed assets, cash and bank balances, and inventory as of 30th June 2024.

Methodology

The Board of Survey exercise was conducted at Government of Uganda Missions Abroad. This exercise involved the thorough examination and physical inspection of assets, stores, and inventory, as well as the verification of cash and bank balances and books of accounts for the financial year ending 30th June 2024. Data collection methods included observation, sampling, and pictorial evidence to ensure a comprehensive analysis. The Board of Survey templates were utilized as essential tools for conducting the exercise, capturing data related to fixed assets, cash and bank balances, and inventory as of 30th June 2024.

Objectives of the Board of Survey Exercise

To ascertain the assets portfolio of Government and hence plan for the future replacement (new acquisitions) or upgrading of existing assets by identifying unserviceable assets, surplus to requirements, underutilized or uneconomic to maintain assets, and planning for disposal (boarding off).

To ensure completeness, accountability, and transparency in assets management and establish a proper linkage between planning, budgeting, and budget execution cycle, especially in the area of future replacement and maintenance budgets.

To ensure bank statements and inventory closing stocks are reconciled with the Cashbooks & Stock ledgers respectively, and any reconciling items identified together with proper opening balances carried forward.

To monitor through inspections and ensure compliance with previous year's implementation of recommendations and highlight any gaps.

2.0 Findings of the Board of Survey exercise.

2.1 Submission of Board of Survey Reports for FY2023/2024

There was a notable increase in Boards of Survey report submissions in FY2023/2024, with the submission rate increasing by 9% to 95%, compared to 86% in FY2022/2023. The improvement in the submission of Board of Survey reports is attributed to continuous online sensitization and physical support provided to entities regarding end-of-financial-year processes in line with the revised Board of Survey Guidelines (2023).

Out of the 38 Missions abroad 36 submitted their board of survey report and of which, 13 Missions successfully submitted their asset registers. Costs associated with the assets in the register were converted to Ugandan currency (UGX) (Appendix 2) for uniform reporting purposes with exception of Cash and bank balances.

Challenges: Despite the improvements, the non-prioritization of the Board of Survey exercise by some entities persisted. The extraction of reports faced significant setbacks due to issues with retrieving PDF documents. For instance, the document received from Ankara, Turkey, it took many technical interventions to resolve the access problems, highlighting a major obstacle in the process.

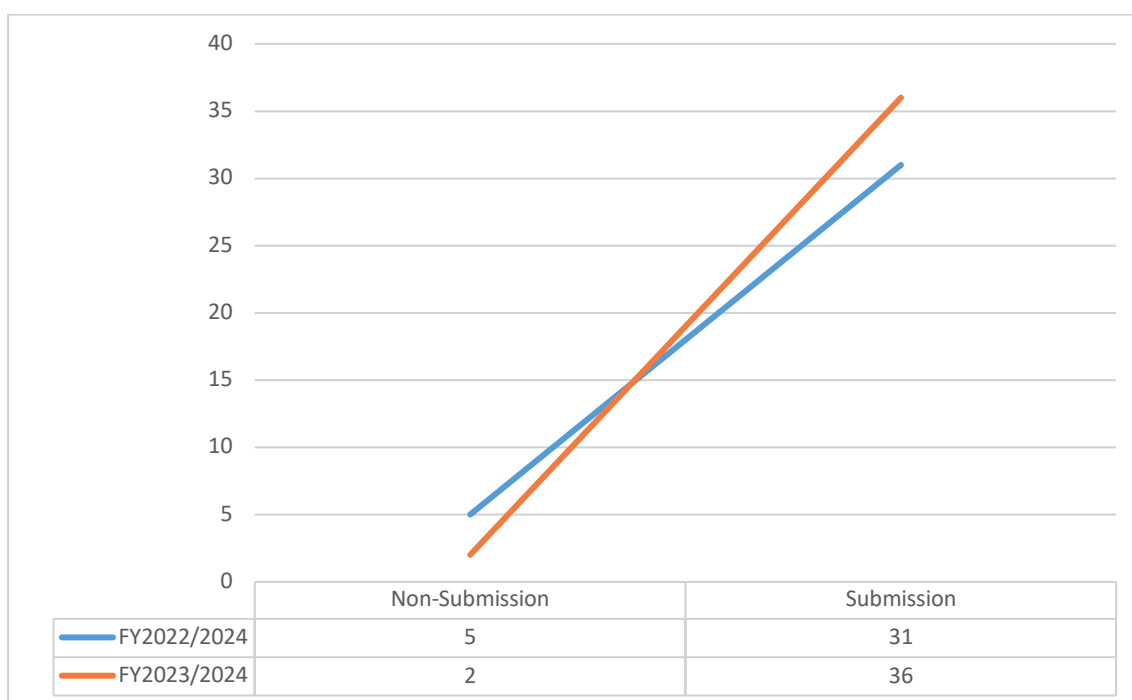
Table 1: Status of submission of Board of Survey report 2022/2023-2023/2024

In comparison to 2022/2024, the submission rate for the year in view was very impressive with only two votes (Appendix 1) that failed to submit their board of survey report as indicated in the trend analysis below;

Trend Analysis of Status of Submission of Board of Survey report 2022/2023-2023/2024

No	BOARD OF SURVEY REPORTS	FY2022/2023	FY2023/2024	Variance
1	Submission	31	36	5
2	Non-Submission	5	2	-3
	TOTAL	36	38	2
	Percentage Submission	86%	95%	9%

Graphical impression of submission of Board of Survey report



2 .2 Asset Portfolio

Public assets, as defined in AMFG S.3 (1), are resources utilized by a Vote to deliver public services in alignment with their mandate. The Government of Uganda issued a revised Chart of Accounts structure, expanding the categorization of assets from the previous 13 categories to over 64 fixed asset categories. This improvement ensures more accurate recording of all government assets and significantly enhances asset reporting.

In line with these enhancements, one of the primary objectives of the Board of Survey was to evaluate the Government's Assets Portfolio and plan for the future replacement or upgrading of existing assets. This section covers the analysis of: (i) Fixed assets per category, (ii) Cash and Bank Balances, (iii) Inventory, (iv) Receivables and Payables, and (v) Unserviceable Assets. Out of the 38 Missions Abroad, only 13 Missions

submitted their Fixed asset registers. For reporting purposes, the costs were converted to Ugandan currency (UGX) (Appendix 2). The table below displays the total fixed assets costs for the 13 Missions, providing a cumulative total assets portfolio amounting to Uganda Shillings (UGX) 13,698,622,373

Table showing total fixed Assets Cost per Mission

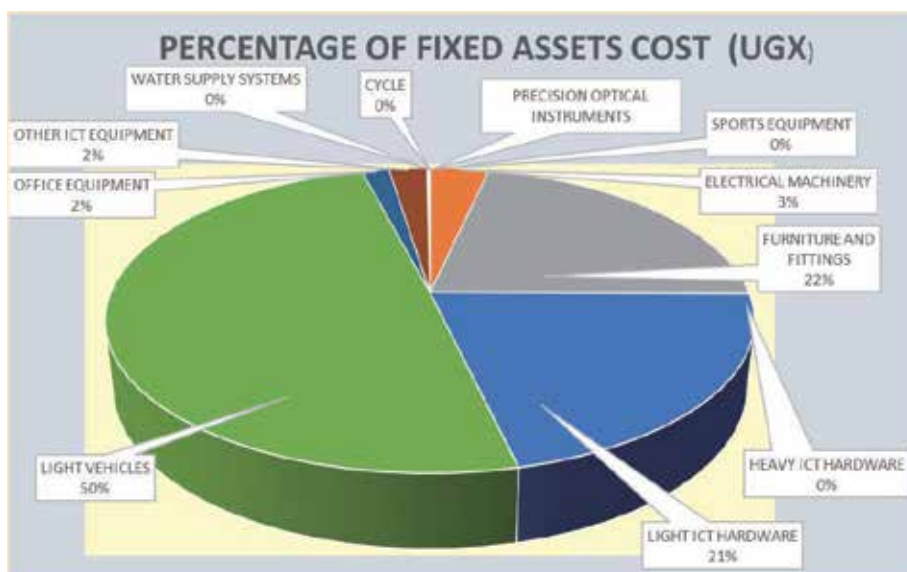
MISSIONS	FIXED ASSET COST (UGX)
UGANDA CONSULATE IN GUANGHOU, CHINA	2,186,815,968
UGANDA EMBASSY IN ALGERIA, ALGIERS	742,523,936
UGANDA EMBASSY IN CHINA BEIJING	958,463,528
UGANDA EMBASSY IN ETHIOPIA, ADDIS ABABA	663,776,000
UGANDA EMBASSY IN IRAN, TEHRAN	1,110,956,000
UGANDA EMBASSY IN JAPAN, TOKYO	581,053,862
UGANDA EMBASSY IN RUSSIA, MOSCOW	1,482,225,529
UGANDA EMBASSY IN SAUDI ARABIA. RIYADH	1,313,498,907
UGANDA EMBASSY IN UAE, ABU DHABI	1,782,984,477
UGANDA HIGH COMMISSION IN NIGERIA, ABUJA	123,534,097
UGANDA HIGH COMMISSION IN SOUTH AFRICA, PRETORIA	1,043,397,538
UGANDA HIGH COMMISSION KENYA, NAIROBI	1,070,503,366
UGANDA HIGH COMMISSION OTTAWA, CANADA	638,889,166
CUMULATIVE TOTAL	13,698,622,373

From the table above, Guangzhou, China recorded the highest fixed asset costs, followed by the UAE, Abu Dhabi, Moscow, Saudi Arabia, and Iran. This can be attributed to effective asset management practices and the management's efforts in maintaining an asset register. Additionally, the nature and value of the assets owned by the mission play a significant role in these figures

Table showing Total Fixed assets Costs per category for FY 2023/2024

ASSET CATEGORY	FIXED ASSET COST (UGX)
CYCLE	1,530,000
ELECTRICAL MACHINERY	478,388,110
FURNITURE AND FITTINGS	2,959,996,904
HEAVY ICT HARDWARE	8,713,155
LIGHT ICT HARDWARE	2,898,834,752
LIGHT VEHICLES	6,798,026,920
OFFICE EQUIPMENT	220,541,127
OTHER ICT EQUIPMENT	307,556,671
PRECISION OPTICAL INSTRUMENTS	10,298,133
SPORTS EQUIPMENT	9,553,688
WATER SUPPLY SYSTEMS	5,182,912
Grand Total	13,698,622,373

Graphical Display of percentage of Assets Costs per category



Based on the table and graph above, it is evident that light vehicles represent the highest percentage of asset cost per category at 50%, followed by furniture and fittings at 22% and light ICT hardware at 21%. The categories with the smallest percentages, each below 1%, are heavy ICT hardware, water supply systems, and other assets

2.2.1 Findings on Fixed Assets

This section has analyzed the Fixed Assets count per category at the Missions per category.

2.2.1.1 Summary of findings of Fixed Assets Count per Category

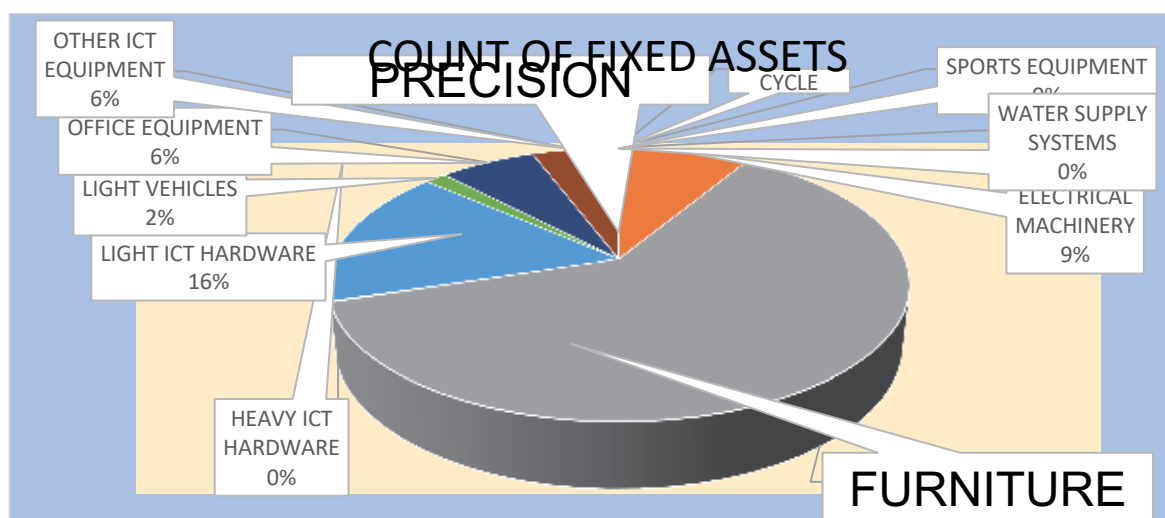
To note is that asset categories is dependant on assets used by an entity. The table below depict 11 as compared to 68 standard Categories as per Chart of Accounts and totals to 3485 asset count.

Table 2: Summary of Fixed Assets Count per Category

Table showing Total Fixed assets Count per category for FY 2023/2024

Row Labels	Count of FIXED ASSET COST (UGX)
CYCLE	1
ELECTRICAL MACHINERY	300
FURNITURE AND FITTINGS	2,139
HEAVY ICT HARDWARE	4
LIGHT ICT HARDWARE	568
LIGHT VEHICLES	50
OFFICE EQUIPMENT	223
OTHER ICT EQUIPMENT	191
PRECISION OPTICAL INSTRUMENTS	5
SPORTS EQUIPMENT	1
WATER SUPPLY SYSTEMS	3
Grand Total	3,485

Graphical Display of percentage of Assets Count per category



In comparison to the asset cost per category in the previous section, the asset count per category shows that Furniture accounted for the largest share, comprising 61% of the total. This was followed by Light ICT Hardware at 16%, Electrical Machinery at 9%, and both Other ICT Equipment and Office Equipment at 6% each. Light Vehicles made up only 2% of the total asset count, a stark contrast to their 50% share of the total asset cost. This discrepancy is attributed to the high cost or value of Light Vehicles and Light ICT Hardware relative to their physical quantities.

Much as Land and Buildings are a Major assets Categories these are not captured/reflected in the submitted asset register of the 13 Missions a very notable challenge in Asset management. This calls for deepening of Asset management in missions and should be use as a building block for overall asset management and their disposal as an essential action to enable all mission come up with complete and up to date Asset register as Government of Uganda's' bid to move to Accrual Accounting form of reporting

2.2.2 Findings on Cash and Bank Balances

The Cash and Bank Balances section provides a detailed account of the financial resources held by the Government of Uganda Missions Abroad for the financial year ending 30th June 2024. This analysis includes an evaluation of bank and cashbook balances across 36 Missions, it evaluates the changes in bank and cashbook balances across various banks from 30 June 2023 to 30 June 2024. The data is represented in multiple currencies, indicating the financial positions in different fiscal periods.

Bank Balances: There is a notable increase in the Access Bank GBP balance from 36,901 in 2023 to 74,568.66 in 2024. Bank of Africa saw an increase in USD bank balance from 149,073.91 in 2023 to 274,638.9 in

2024. New banks like Banco de Fomento Angola, Bank of Abyssinia, and Commercial International Bank (CIB) were introduced in 2024. Banco de Fomento Angola showed significant new entries in AKZ and USD in 2024. Banks like Ambassade de L'Ouganda, Attijariwaff A Bank, Bank of Baroda, Bank of Burundi, and Citi Bank had no outstanding balances in FY 2023/2024 but are represented in the analysis. Bank of China's USD balance increased significantly from 1,059,786.45 in 2023 to 2,174,199 in 2024.

Cashbook Balances: There were notable entries in the Access Bank GBP cashbook, which increased from 887.11 in 2023 to 64,851.58 in 2024. Bank of Africa's USD cashbook balance saw a decrease from 149,073.91 in 2023 to 69,359.85 in 2024. Commerzbank's Euros cashbook balance changed from 17,152.08 in 2023 to 20,326.02 in 2024.

Currency Variations: The balances span across multiple currencies, including GBP, USD, EUR, EGP, AKZ, IRR, ETB, CNY, RMB, BIF, UGX, MYR, JPY, and QAR. This demonstrates a wide geographical spread of financial activities.

New and Existing Banks: The analysis includes new banks for the FY 2023/2024, such as Banco de Fomento Angola and Bank of Abyssinia, highlighting changes in the financial landscape.

Significant Transactions: Bank Melli saw a significant transition in the currency, with the USD balance dropping from 252.68 in 2023 to 0.97 in 2024, while the Rial balance in 2024 became 192,680. Access Bank had changes in USD holdings only in 2023 with a balance of 60,880.75, not maintained in 2024. Bank of Uganda had a UGX 2,340,058,400,000 balance in 2023 this was attributed to funds in transfer to missions with a zero-cashbook balance.

Table below details (2023 vs. 2024) Bank and Cash balances as at 30th June 2024.

Table 3: Cash and Bank Balances as at 30th June 2024.

BANK	Bank Balance 30/6/23	Cashbook Balance 30/6/23	CUR	Bank Balance 30/6/24	Cashbook Balance 30/6/24	CUR
Access Bank	36,901	887.11	GBP	74568.66	64851.58	GBP
	60,880.75	60,880.75	USD	-	-	
Ambassade de L'Ouganda	46,510,158	-	EUR	-	-	
	146,991	-	DINAR	-	-	
Attijariwaff A Bank	31.27	31.27	USD	-	-	
	671.33	671.33	EGP	-	-	
Banco de Fomento Angola	-	-		338434.9	338434.9	AKZ
	-			1467.14	1467.14	USD
Bank Melli	252.68	252.68	IRR	0.97	0	USD
	0.97	0.97	USD	192680	0	RIAL

BANK	Bank Balance 30/6/23	Cashbook Balance 30/6/23	CUR	Bank Balance 30/6/24	Cashbook Balance 30/6/24	CUR
Bank of Abyssinia	-	-		146258.7	146258.7	ETB
Bank of Africa	149,073.91	149,073.91	USD	274638.9	69359.85	USD
Bank of Baroda	3,976.82	3,976.82	AED	-	-	
	67,831.77	67,831.77	USD	-	-	
Bank of China	0	0	CNY	70527.05	70527.05	RMB
	1,059,786.45	1,059,786.45	USD	2174199	2174199	USD
	499,957.47	499,957.47	RMB	-	-	
Bank of Burundi	5,029,872.00	5,029,872.00	BIF	-	-	
	36,014.38	36,014.38	GBP	-	-	
	102.04	102.04	USD	-	-	
Bank of Uganda	2,340,058,400,000.00	0	UGX	41193	25	USD
Citi Bank	839,112	812,456.91	USD	-	-	
Commercial International Bank (CIB)	-	-		87538	87538	UGX
	-	-		507554	507554	UGX
	-	-		7316212	7316212	UGX
Commercial Bank of Ethiopia	-	-		5122.04	122.04	USD
	-	-		2286.12	2286.12	ETB
Commerzbank	19,336	17,152.08	EUR	-	20326.02	EUROS
Eco Bank	50,834.70	80,634.70	USD	119970.8	119970.8	USD
Emirates NBD Bank	8,684.47	8,684.47	SAR	839.37	839.37	SAR
	0.15	0.15	USD	0.15	0.15	USD
KCB - JUBA	-	-		508.36	300	USD
I&M Bank	19,542	19,542.02	Rwandan Francs	-	-	RWANDAN FRANCS
	-	-		62.26	62.26	USD
ING Bank	5,806.30	5,806.80	EUR	-	-	
INO Bank	2,049.08	2,040.08	EUR	-	-	
KCB Bank	27,959	-	USD	-	-	
Maybank	107,443	75	MYR	-	-	
MUFG BANK, LTD	-	-		-	-	JPY
NAB	43,399	43,399	UGX	-	-	UGX
QNB	15,400.27	15,400.27	USD	1807.31	1807.31	USD
	17,807.24	17,807.24	QAR	7922.42	7922.42	QAR
Societe Generale	121,529.57	1,645,580.71	EUR	22543.14	-	EUROS
				3026.64	-	DZD
				1645581	919326.8	EUROS
Stanbic	93,796.88	93,796.88	NAIRA	93796.88	93796.88	NAIRA
	714.28	714.28	USD	64.74	64.74	USD
	-	-		1161099	1161099	USD
	-	-		94939.79	94939.79	TZS
	-	-		121,000,000.00	1,200,000,000.00	KES
	-	-		3930.4	3930.41	KSHS
	-	-		322477.4	322122.6	USD
	-	-		1202109	1175323	CAD
TD Bank	240,955.87	240,955.87	USD	-	-	
Türkiye is Bankası	4,730.66	4,730.66	USD	-	-	

In a nut shell, the financial balances across different banks and currencies reveal significant changes between 2023 and 2024. This analysis highlights shifts in financial positions, indicative of broader fiscal policies, transactions, and economic conditions affecting the respective financial institutions. These findings can help understand the financial dynamics over the analyzed period and guide future financial planning and strategy.

2.2.3 Findings on Inventory

Inventory typically refers to items held for consumption or use in delivering public services. These items can include office supplies, medical supplies, educational materials, maintenance supplies, equipment, uniforms, and other materials used by defense forces, fuel for government-owned vehicles and machinery, and food supplies provided in public institutions, to name a few.

The primary objective of the Board of Survey Guidelines regarding inventories is to reconcile inventory closing stocks with the Stock ledgers, ensuring that public services can be delivered efficiently and effectively without interruption. Any discrepancies should be identified, and proper opening balances carried forward.

The Board of Survey teams assessed the overall condition of the stores, focusing on safety measures, organizational practices, stock issuance procedures, and inventory control methods. To facilitate the Inventory identification, classification, description, valuation, condition, location, maintenance schedule and disposal planning. An Excel sheet, developed based on the statutory templates provided by the Accountant General, was issued to the mission to capture the necessary information.

Based on the general observation, it was noted that inadequate effort was being invested in proper inventory records management. This shortfall made it challenging to maintain effective and efficient records on the condition, usage, and frequently used inventory across all missions. Consequently, there is a heightened need for comprehensive training and ongoing sensitization to address this issue effectively.

The specific findings of the inventory in the Stores are detailed in the individual reports of the Missions. Inventory Management systems need to be highly considered for efficient inventory management

2.2.5 Finding on Unserviceable Assets

Unserviceable assets refer to assets that are no longer usable, functional, or capable of providing their intended service or benefit. These assets may be damaged, obsolete, or beyond repair, making them unsuitable for continued use. Such as Vehicles that are no longer operational or require costly repairs, equipment that are broken, outdated, or no longer functional, buildings that are damaged, condemned, or no longer safe for occupancy, Infrastructure that are damaged, deteriorated, or no longer functional, Technology that are outdated, obsolete, or no longer supported.

Causes of Unserviceable Assets include; Lack of Maintenance or repairs. Aging: Assets, damage Assets due to accidents, natural disasters, or

vandalism, obsolescence and are no longer relevant or useful due to changes in technology or user needs.

Unserviceable assets can result in significant financial losses due to repair or replacement costs, reduced productivity disrupting operations, pose safety risks to users or the public, Environmental Impacts which can have negative environmental impacts if not disposed of properly.

2.3 Summary of Findings on previous Recommendations.

The section provides an overview of the current progress in implementing the recommendations put forward by the Board of Survey teams. It assesses how well the suggestions from the board have been integrated based on the findings and observations from the 2023/2024 concluded board of survey. This analysis helps to understand the effectiveness and impact of these recommendations in achieving the intended improvements. The recommendations are categorized as closed, open, partially resolved, and work in progress depending on the magnitude of implementation. A table below gives an analysis of the recommendation across a period of two years, i.e., 2022/2023 and 2023/2024.

Table 4: Status of implementation of previous recommendations

Issue Category	Status 2022/23 Percentage		Status 2023/24 Percentage	
Closed	17	14%	24	39%
Open	80	67%	25	40%
Partially resolved	7	6%	-	-
Work in Progress	15	13%	13	21%
Cumulative Total	119	100%	62	100%

From the table above, the key insights identified are as below,

Closed Recommendations: There is a significant increase in the number of closed recommendations from 14% in 2022/2023 to 39% in 2023/2024, indicating improved implementation.

Open Recommendations: The percentage of open recommendations decreased drastically from 67% in 2022/2023 to 40% in 2023/2024, suggesting that more recommendations are being addressed or moved towards resolution.

Partially Resolved: The category of partially resolved recommendations has disappeared in 2023/2024, which might indicate that issues are being either fully resolved or remained unresolved/open.

Work in Progress: The percentage of work in progress remains relatively stable, with a slight decrease from 13% in 2022/2023 to 21% in 2023/2024.

Overall Progress: The total number of recommendations handled has decreased from 119 in 2022/2023 to 62 in 2023/2024, possibly indicating that either fewer recommendations were made or that the implementation process is becoming more efficient and thus, requiring less time and effort to address each recommendation.

The analysis suggests overall progress in implementing recommendations with a trend towards closing more issues and reducing the backlog of open recommendations. The disappearance of partially resolved categories could imply a shift in focus towards achieving full resolution of issues.

3.0 Challenges

The following analysis identifies several challenges faced by the Uganda Missions Abroad based on a comprehensive review of their current operational and financial statuses. This summary highlights recurring issues that impact the effectiveness and efficiency of these missions, providing a clear picture of the areas requiring attention and improvement. The table below highlights the challenges that have recurred over the past 3 financial years

Table 8: Trend of challenges faced during Board of Survey Exercise

Challenge	FY 2021/2022	FY 2022/2023	FY 2023/2024
Failure to Implement BoS Recommendations	Recurring Challenge	Recurring Challenge	Partially Resolved
Non-submission of BoS Reports	Recurring Challenge	Recurring Challenge	Partially Resolved
Continuous Non-disposal of Obsolete Items	Recurring Challenge	Recurring Challenge	Recurring Challenge
Incomplete Asset Registers	Recurring Challenge	Recurring Challenge	Partially Resolved
Obsolete and Unserviceable Assets	Recurring Challenge	Recurring Challenge	Recurring Challenge
Asset Management Issues	Recurring Challenge	Recurring Challenge	Recurring Challenge
Infrastructure and Facility Upkeep	Recurring Challenge	Recurring Challenge	Recurring Challenge
Security Concerns	Recurring Challenge	Recurring Challenge	Recurring Challenge
Operational Efficiency	Recurring Challenge	Recurring Challenge	Recurring Challenge
Specialized Equipment Needs	Recurring Challenge	Recurring Challenge	Recurring Challenge
Financial Management Issues	Recurring Challenge	Recurring Challenge	Recurring Challenge
Emergency Preparedness	Recurring Challenge	Recurring Challenge	Recurring Challenge

From the table above the following challenges were observed

Current Challenges

1. **Obsolete and Unserviceable Assets:** Continuous non-disposal of old, broken, or obsolete items, including vehicles, office furniture, ICT equipment, and other assets.
2. **Asset Management Issues:** Incomplete asset registers with votes neither updating them with new assets nor removing disposed assets from the register.
3. **Recurrent problems with asset tracking and management,** including the need for proper engraving and tagging of assets, updating asset registers, and uploading information to management systems like Navision.
4. **Failure to Implement BoS Recommendations:** Recurring challenges in implementing recommendations made by the Board of Survey (BoS).
5. **Non-submission of BoS Reports:** Recurring issues with the non-submission of BoS reports.
6. **Infrastructure and Facility Upkeep:** Numerous missions require renovation and repair of properties, including the chancery buildings, official residences, and other facilities.
7. **Security Concerns:** Enhancing security measures, including upgrading and expanding CCTV systems and improving overall security protocols.
8. **Operational Efficiency:** Issues related to better utilization of available space, renting furnished residences, and maintaining organized storage and archive systems.
9. **Specialized Equipment Needs:** Specific missions have unique requirements for specialized equipment, such as earthquake survival kits in Japan and maintenance tools for staff.
10. **Financial Management Issues:** Challenges related to closing specific accounts and improving financial management practices to ensure transparency and accountability.
11. **Emergency Preparedness:** Certain missions, like the one in Japan, need better emergency preparedness measures due to frequent natural disasters like earthquakes.

3.0 Recommendations

This summary captures the key recommendations that were cutting across the Uganda Missions Abroad to improve asset management, enhance operational efficiency, and ensure better utilization of resources

1. **Asset Management:** Disposal of Obsolete Assets: Many missions recommend boarding off old, obsolete, or unserviceable items to create space and improve efficiency.
2. **Engraving Assets:** There is a recurring need for engraving and tagging assets to ensure proper tracking and management.
3. **Facilities and Equipment:** Renovation and Repairs: Several missions require renovation of properties, including the chancery and official residences, and repair of damaged items.
4. **Procurement of New Assets:** Recommendations included purchasing new vehicles, office furniture, and ICT equipment to replace outdated or broken items.
5. **Security Enhancements:** CCTV and Security Systems: Missions suggest upgrading and expanding CCTV coverage and enhancing overall security measures, including hiring security guards.
6. **Operational Efficiency:** System Updates and Record Keeping: Recommendations included updating asset registers, uploading information to systems like Navision, and maintaining organized storage and archive systems.
7. **Resource Optimization:** Suggestions to rent furnished residences and better utilize available space to reduce costs and improve operational capacity.
8. **Specialized Needs:** Emergency Preparedness: Specific to the Uganda Embassy in Japan, there is a need for earthquake survival kits due to frequent earthquakes.
9. **Specific Equipment and Tools:** Several missions identified the need for particular tools and equipment, such as UPS systems, laptops, web cameras, multimedia speakers, and tool kits for maintenance staff.
10. **Financial and Administrative Actions:** Closing and Managing Accounts: Some recommendations involve closing specific accounts and improving financial management practices.

502 UGANDA HIGH COMMISSION IN THE UNITED KINGDOM

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

- Different categories of assets were inspected at the Official Residence and Chancery.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Nil	Nil	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	Wooden Bookshelf in office of Head of Mission	1
2	Coat hunger in office of Head of Mission	1
3	Heavy duty punch	1
4	Compaq CPU (Computer) in office of Admin Attache	1
5	Green Paper Tray in office of Administrative Attache	2
6	Filing cabinet (Bisley) in office of Admin Attache	1
7	Paper tray (red) in office of Admin Attache	1
8	Executive office Chair (Secretarial) In office of Admin Attache	1

STORES FINDINGS

- i. No Observations.

CASH AND BANK FINDINGS

- i. No Observations.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission (Expenditure Account)	The Access Bank UK LTD	01319400	56,516.28	46,799.20	GBP
2	Uganda High Commission (Expenditure Account)	The Access Bank UK LTD	01319401	18,052.38	18,052.38	GBP

503 UGANDA HIGH COMMISSION IN CANADA, OTTAWA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Engrave Assets	Ongoing process	Process of engraving ongoing
2	Board off old and broken Items	Nil	Urgently board off all old items Repairs are urgently required
3	Repair some damaged/broken items	Nil	Process of engraving ongoing

ASSET FINDINGS

Findings

- i. The Embassy maintains an Asset Registry which is updated manually. It was also observed that Embassy Assets are not engraved.
- ii. The team observed that both the Chancery and the Official Residence are currently being rented, however the Mission has two buildings, the former Chancery and official residence which are badly dilapidated and are due for demolition.
- iii. During the Financial year the Mission received 6,000,000,000 Shillings to commence the refurbishment of the official residence.

Other Findings

S/N	Item	Units	Amounts
1	Payables	2	4,263,826,796
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	150	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Buildings	-	Nil	Nil
2	Transport equipment	3	58,97L,549	58,97L,549
3	ICT equipment	29	Nil	Nil
4	Office Equipment	43	Nil	Nil
5	Land and Buildings	2	Nil	Nil
6	Furniture & Fittings	141	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
1.	Nil	Nil

STORES FINDINGS

- i. The team also observed that the rented Stores are small, inadequate and too congested with damaged and obsolete stocks.
- ii. The Embassy has many damaged/broken assets in the stores and needs to be disposed of.

CASH AND BANK FINDINGS

- i. The team ascertained that monthly reconciliations are done as cash-books were properly updated and reconciled with their respective bank statements. Attached are the certificates of balances and bank statements for reference.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission	TD Bank	3290-0167-303652	354.80	0.00	USD
2	Uganda High Commission	TD Bank	3290-0167-303660	133.50	133.50	USD
3	Uganda High Commission	TD Bank	3290-0167-305558	321,989.07	321,989.07	USD
4	Uganda High Commission	TD Bank	3290-0167-229571	1,175,322.59	1,175,322.59	CAD
5	Uganda High Commission	TD Bank	3290-0167-207306	26,786.47	0.00	CAD

RECOMMENDATIONS

- i. Automating and Updating the Physical Assets Register was and still being emphasized here.
- ii. The team recommends the damaged and absolute stock in the two stores.
- iii. res be disposed of and the money used to rent these stored for other activities.
- iv. The High Commission Should Engrave all the Assets as this will ease their tracking in case one gets lost.
- v. Obsolete items as attached should be disposed of to avoid congestion and to prevent further damage to the items such that value for money can be realized from them.
- vi. Expedite the demolition and construction process for the Chancery and official residence.

504 UGANDA HIGH COMMISSION IN INDIA, NEW DELHI

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Transport equipment	Nil	Nil	Nil
2	ICT equipment	Nil	Nil	Nil
3	Office Equipment	Nil	Nil	Nil
4	Land and Buildings	Nil	Nil	Nil
5	Furniture & Fittings	12	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Nil	Nil

STORES FINDINGS

- There was a continuous independent departmental check on the stock balances.
- The condition of the store is good/bad and the items were kept.

CASH AND BANK FINDINGS

- The survey entailed Bank and Cash balances of the 6 accounts provided by the entity. The team ascertained that monthly reconciliations are done and that cashbooks were properly updated and reconciled with their respective bank statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	BANK-19 Expenditure account	RBL Bank Ltd.	409001731881			Rupees
2	BANK-20 Expenditure account	RBL Bank Ltd.	409001731908			USD
3	BANK-21 VAT refund a/c	RBL Bank Ltd.	409001731933			Rupees
4	BANK-22 Provident Fund A/c	RBL Bank Ltd.	409001731930			Rupees
5	BANK-24 – NTR a/c	Kotak Bank Ltd.	9312363544			Rupees
6	BANK-2Providen Fund Fixed Deposit account	RBL Bank Ltd				Rupees

RECOMMENDATIONS

- i. There is need to procure a chancery or relocate as the current one is not appropriate.
- ii. The Ministry of Finance, Planning and Economic Development should give timely responses to the Mission especially on request to board off since the High Commission has no space for obsolete and dilapidated items.
- iii. Capital Development fund should be released in full amount not in quarters and halves.

PICTORIALS

Mission's representation car for High Commissioner



Mission's representation car for Deputy High Commission

505 UGANDA HIGH COMMISSION IN KENYA, NAIROBI

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	List of obsolete items be boarded off	The obsolete items were boarded off	
2	Utility Van 85 CD 17K be boarded off	The vehicle was valued and procurement process initiated however no one showed interest to buy.	The vehicle has failed to attract a buyer
3	All assets to be tagged	Assets tagged	All assets engraved.

ASSET FINDINGS

Findings

- There is an asset register maintained which is up to date.
- The assets were engraved.
- Most of the ICT equipment is old though still in use because the Mission has not received funds for retooling.
- The furniture and fittings are good and in use.
- The Missions fleet of vehicle is still in use though has gone over, the useful life so there is a lot of cost for maintenance.

Other Findings

S/N	Item	Units	Amounts
1	Payables	1	16,524,305,001
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings	4	26,611,420,000	26,611,420,000
2	Buildings	3	28089808209	28089808209
3	Transport equipment	4	597,984,855	597,984,855
4	ICT equipment	34	140,541,101	140,541,101
5	Office equipment	8	Nil	Nil
6	Furniture and fittings	315	316,797,986	316,797,986

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Motor Vehicle	85 CD 17K

STORES FINDINGS

- i. The stores cards updated daily though the storage room is not sufficient at the Chancery.
- ii. The store cards are maintained.
- iii. There is no bimonthly count of stores.

CASH AND BANK FINDINGS

- i. The Uganda High Commission maintained 4 bank accounts with Stanbic bank Kenya Limited.
- ii. The cashbooks were reconciled with the bank statements monthly.
- iii. The Mission operates the following bank Accounts with Stanbic bank Kenya limited:
- iv. Bank certificates for bank balances held at the end of the year ending 30 June 2024, agreed with the balance as shown in the bank statement.
- v. Bank reconciliation statements are prepared by the vote on monthly basis to reconcile the bank balance with the cashbook balance as shown in the statement for each period covered for the reconciliation.

Table showing accounts reviewed by the board

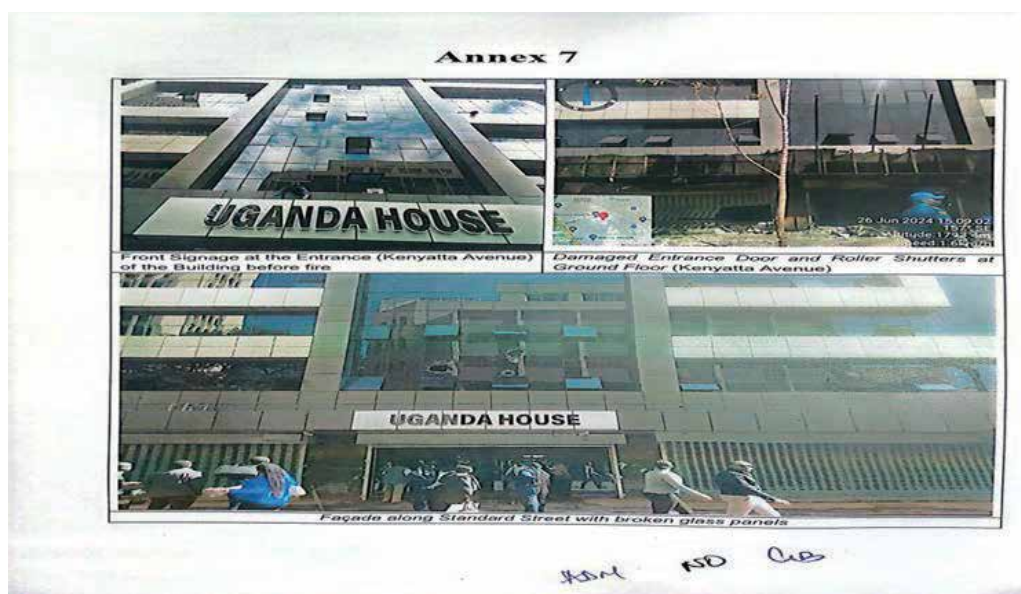
S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission	Stanbic	0100002487092	4,149.09	4,149.09	USD
2	Uganda High Commission	Stanbic	0100002510523	119,816,139.43	119,816,139.43	KES
3	Uganda High Commission	Stanbic	0100002510531	1,076,534.20	1,076,534.20	KES
4	Uganda High Commission	Stanbic	0100003100531	1,141,159.41	1,141,159.41	USD

RECOMMENDATIONS

- i. We recommend that that a buyer be sourced to purchase the vehicle; 85CD17K.
- ii. Funds should be availed to the Mission for improvement of the building at Riverside or a new building constructed.
- iii. Funds should be availed to the Mission to put right Uganda House, which got burnt.
- iv. Funds should be availed for maintenance and insurance of all Mission buildings.
- v. The Mission should be availed funds to replace the old vehicles.



Representation Car



506 UGANDA HIGH COMMISSION IN TANZANIA, DAR ES SALAAM

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1.	The team recommends that the short-listed items in the stores at Dar es Salaam to be disposed of to prevent further damage such that value for money can realized from them.	The team noted that the short-listed items recommended for boarding off were partially disposed.	Work in progress
2	The team recommends for disposal of the Aluminum Partition Wall Since the office was relocating to a stand- alone partitioned building	The Aluminum Partition Walls were boarded off and the accountability and	Closed
3	Recommendation for engraving all Assets at the Consulate	All Assets have been enclaved.	Closed

ASSET FINDINGS

Findings

- i. Mission Assets are engraved to avoid loss or theft of the Mission properties and the Assets database is well maintained and updated regularly.

Other Findings

S/N	Item	Units	Amounts
1	Payables	NIL	NIL
2	Receivables	NIL	NIL
3	Subversion	1	NIL
4	Investment	NIL	NIL
5	Losses	NIL	NIL

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	1	Nil	Nil
2	Buildings	1	Nil	Nil
3	Transport equipment	5	976640054	976640054
4	ICT Equipment	72	83928930	83928930
5	Office Equipment	15	Nil	Nil
6	Machinery	1		Nil
8	Furniture and fittings	1	Nil	Nil

List of unserviceable items recommended for disposal

OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
1.	UPS-Eaton	2
2.	Car Flag (Uganda 4, EAC 2, Tanzania 2)	8
3.	Office Chairs	3
4.	Sofa (Blue) 2 Seaters	1
5.	Air Condition (Split)	1
6.	Laptop HP-Spectre-Folio AKOC13DXCORE 17-8500Y	1
7.	Desktop computer (monitor) HP14619	1
8.	Dustbin	1
9.	Kettle von hotspot	1
10	Filing cabinet	1
11	Steel filing cabinet	1
12	Steel filing Drawers	1
13	Photocopy Machine Kyocera (multi-purpose)	1
14	Samsung 26" TV	1
15	Baggage scanner screen	1
16	Water dispenser	1
17	Wall clock	1
18	Fridge hd-31f (Midea)	1
19	Kettle electro master EM-SK 1096	1
20	Lawn mover	1
21	Nissan patrol	1
22	Microwave oven	1
23	Blender Philips	1
24	Executive office table 820-20	2
25	Office chair 1089s	1
26	Visitor's chairs	5
27	Extension cable	1
28	Hot point stand fan HFS 861b	1
29	Table organizer	1
30	Document trays 1.3 layers	1
31	Curtain	1
32	Hp desktop computer 280g intel core i3	1
33	UPS eato 850va	1
34	Epson printer l617	1
35	Office chair	1
36	Curtains	1
37	Reception counter 768	1
38	Reception tables 763	1
39	Reception connector	1

OTHER ITEMS		
40	Document tray (double)	1
41	Visitor's chairs 3-seater	1
42	Hp desktop computer	1
43	UPS eato 850va	1
44	Telephone Handset Panasonic kx-t7703	1
45	Hot point stand fan hfs662b	1
46	Executive book shelf 8813-3	1
47	Extension cable 6-way	1
48	Executive table	2
49	Wall painting	1
50	Old cameras	19
51	Sony TV	1
52	HP Deskjet Printer 1510	1

STORES FINDINGS

- i. The Team noted that store records like land titles, vehicle registration cards and other fixed Assets are kept by specially designated officers' i.e. Accounting Officer.
- ii. Officer while other Mission Assets in offices are attached to particular officers who have a responsibility to keep them in good condition.
- iii. The Team observed one storage room maintained by the Mission where old records were kept i.e. old Assets, old Accounts records dating far back to 2014, old documents from various officers who have since left the Mission and storage racks which are used for organizing Office monthly refreshments

CASH AND BANK FINDINGS

- i. The Survey entailed Bank and Cash Balances of the Four (4) Accounts provided by the Entity. The Team ascertained that the Accounts Office does monthly reconciliations as Cashbooks were properly updated and reconciled with their respective Bank Statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Commission	Stanbic Bank	9120000883563	194.52	194.52	USD
2	Uganda Commission	Stanbic Bank	9120000366763	94,939.79	94,939.79	TZS
3	Uganda Commission	Stanbic Bank	9120000883571	15,465.81	15,465.81	USD
4	Uganda Commission	Stanbic Bank	9120000084121	118.77	118.77	USD

RECOMMENDATIONS

- i. The team recommends that the Chancery Building, Consular Building, Gates and the Perimeter Walls are repainted so as to maintain the beautiful image of the High Commission and Uganda at large but also to avoid high costs of refurbishing in the future.
- ii. The team recommends that all assets newly acquired are engraved to avoid losses.
- iii. The Team also noted that most of the information, Communication and Technology (JCT) Equipment were old and obsolete; the Security Equipment at the Guard House were not working which poses a security threat to the Mission; and finally, the air conditioners in individual offices were old/ obsolete and the outdoor units were rusted due to the humid nature of the Oyster Bay area. Hence, the team recommends that considerations are made to replace these assets.
- iv. Enhance Security at the Mission as well as reduce on high maintenance costs.
- v. The team recommends that the short-listed items in the Stores at the Dar es Salaam to be disposed of to prevent further damage such that value for money can be realized from them.
- vi. The team also recommends that all the old assets in the Uganda Consulate Arusha Office be disposed-off after procurement of the new furniture and JCT Equipment has been concluded, especially the old furniture and JCT supplies i.e. desktop computers and printers since most of these Assets have outlived their usefulness.

PICTORIALS



High commissioner's office



507 UGANDA HIGH COMMISSION IN NIGERIA, ABUJA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	A number of items recommended for disposal	To be disposed on 29 th to 31 st of august	
2	A number of items to be replaced	Few have been replaced due to budget constraints	
3	Capital items such as utility vehicle, generators and solar systems were recommended for disposal and replacement	Still in use but in bad condition	Utility vehicle requires a lot of funds which have not been provided. -New generators for the chancery purchased and installed at the new chancery building to be commissioned this FY

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	1	3,5000,000	Nil
2	Building	1	Nil	Nil
3	Transport Equipment	4	47,650,000	Nil
4	ICT Equipment	54	Nil	Nil
5	Office Equipment	5	Nil	Nil
6	Machinery	41	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	A Plastic water container	1
2	Centre rug	1
3	Punching machine	2
4	Set of sofas (1 & 2 seaters)	1
5	Window blind	3
6	President's portrait	2
7	An office tray	1
8	Panasonic digital camera model no. DMC FT6	1
9	Stapling machine	1
10	A Portrait of H.E. the president	2
11	Executive office chair	1
12	Side stools	3
13	Office chair	1
14	Coat of Arm	1
15	1Window blinds	1
16	1HP Deskjet Printer 2515	1
17	Sofa set 2:1	2
18	Samsung 2 horse power AC	1
19	Sofa set (1+2 seaters)	1
20	Casio Calculator	1
21	File Tray	1
22	Stapling machine	1
23	A Portrait of H. E. Museveni	1
24	HP Laser jet M1522nf 3 in one	1
25	3Stamps (Urgent, trodat 5215, received)	1
26	A Desk organizer	1
27	A Secretarial Chair	1
28	A Maxtron UPS	1
29	Office paper tray	1
30	Samsung split AC – 2 horse power	11
31	A dry seal	1
32	Office stamp (color 2600)	1
33	Samsung Split AC, 2 horse power with remote	
34	Binatone standing fan	1
35	Small executive office chair	1
36	A set of HP Complete computer	1
37	An Electrical Kettle	1
38	Inverter batteries	29
39	Inverter	1
40	An express cool Fridge	1
41	Window blinds	1

S/N	ITEM DESCRIPTION	QUANTITY
42	Fridge Stabilizer	1
43	A Waste bin	1
44	Express cool fridge	1
45	Samsung split Ac	1
46	Solar charger	1
47	Electric kettle (blue crown star)	1
48	A Fan	1
49	Ball fire extinguisher	1
50	Wall fan	1
51	Waste bin	1
52	Movi Generator	1
53	Flower pots	4
54	Wall fan	1
55	Waste bin	1
56	Metallic large trays	1
57	Kitchen serving spoon	4
58	Set of (plastic) serving dishes	1
59	LG Express Fridge	1
60	Set of serving dishes (glass)	1
61	Ceramic warmers	1
62	Kitchen knives	2
63	Frying pan	1
64	Gas cylinders	2
65	Wine glasses	5
66	Champagne glasses	1
67	Beer glasses	1
68	Blue water glasses	1
69	Juice glasses (Variety)	1
70	Juice glasses (Grooves)	1
71	Dinner set (red flower)	1
72	Tea set (purple)	1
73	Soup plates (China)	1
74	Dinner plates (assorted)	1
75	Set of table spoons	1
76	Samsung A/C with remote	1
77	Leather stool square	1
78	Lounge Chairs	8
79	Ironing table	1
80	Washing machine	1
81	Visitor's book	1
82	Centre glass table (Maroon)	1
83	Mattress	1
84	Bedside Drawers	2

S/N	ITEM DESCRIPTION	QUANTITY
85	Pillows	2
86	Pair of bed sheets	1
87	An Office Desk	1
88	Dinning Chair	1
89	Mosquito net	1
90	Chairs (Variety)	5
91	A (40 KVA) generator	1
92	A Wheelbarrow	1
93	A Small generator	1
94	Solar batteries	12
95	An inverter	1
96	Solar batteries	10
97	A Hoe	1
98	A Rake	1
99	Solar Panels	10
100	Samsung A/C	1
101	A Brown Mattress	1
102	Bed size (4x6)	1
103	Mattress (6X6)	1
104	Set of 7 Seaters Brown Synthetic Leather Sofa	1
105	A set of tea cup	1
106	Mugs	20
107	Non-stick cooking pots	3
108	A set of 6 dinner plate	1
109	Soup plates	13
110	Non electric kettle	1
111	Set of tea cups with saucer	6
112	Serving spoons (variety)	6
113	Serving plates (variety)	4
114	A set of 5 aluminum cooking pots	1
115	Dinner plates	2
116	Grey soup plates	2
117	A set of 4 serving spoons	1
118	Gray sofa set	1
119	Ironing board	1
120	Flat iron	1
121	Bedside stools	2
122	Power stabilizer (fridge guard)	1
123	4 x 6 mattress	1
124	Scan frost gas cooker	1
125	A pair of curtains	1
126	Kenstar standing fan	1
127	Pairs of curtains	2

S/N	ITEM DESCRIPTION	QUANTITY
128	Pairs of linings	2
129	A 4x6 bed	1
130	Serving dishes	4
131	Water glasses	3
132	Juice glasses	6
133	Pieces table spoons	12
134	Pieces table knives	12
135	Pieces of forks	17
136	Pieces of tea spoons	12
137	Sets of table mat	2
138	Pieces set of round dinner plates	44
139	Pieces serving dishes	3
140	Pieces non-stick cooking	4
141	Gas cylinder	1
142	Pieces of stainless Aluminum pots	3
143	A frying pan	1
144	A dish dryer	1
145	1 set of plastic water jug	1
146	Serving spoons	5
147	Kitchen knife	4
148	Turning stick	1
149	LG Fridge	1
150	A (4x6) mattress	1
151	Pillows	2
152	Horizontal window blind	2
153	A (6x7) Mattress	1
154	A pair of bed sheet	1
155	Pair of pillows	2
156	A plastic basket	1
157	A flat iron	1
158	Glass serving dishes	2
159	A set of 4 plastic serving dishes	1
160	Binatone percolator (kettle)	1
161	Curtain linings	4
162	Bed (6x7)	3
163	Bed Sides	1

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission (Operational account)	Stanbic IBTC	ODA 0018314310	22,831.10	192,401.03	Naira
2	Uganda High Commission (Operational account)	Stanbic IBTC	ODA 0018314451	6.47	46.37	USD
3	Uganda High Commission (NTR Account)	Stanbic IBTC	ODA 0018327741	861.11	177.89	USD
4	Uganda House Project	Stanbic IBTC	ODA 0023473712	0	243,414.72	USD
5	Uganda House Project	Stanbic IBTC	ODA 0023473671	2,459.28	1,511,342,957.89	Naira

508 UGANDA HIGH COMMISSION IN SOUTH AFRICA, PRETORIA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Boarding off the representation car and x-trail	WIP	WIP
2	Closing the NTR account	WIP	WIP
3	Uploading the asset register to Navision system	WIP	WIP
4	Boarding off obsolete assets	WIP	WIP
5	Engraving of the newly acquired assets	Assets were engraved	Done

ASSET FINDINGS

Findings

- i). The embassy maintains an updated asset register for its assets and is updated at the time of purchase.
- ii). Assets maintained by the mission are in good condition and in use.
- iii). There are items earmarked for disposal. These are kept on the ground and could be damaged further.

Other Findings

S/N	Item	Units	Amounts
1	Payables	NIL	NIL
2	Receivables	NIL	NIL
3	Subversion	NIL	NIL
4	Investment	NIL	NIL
5	Losses	NIL	NIL

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1.	Land and Buildings	4	Nil	Nil
2.	Transport Equipment	5	728,630,706	728,630,706
3.	ICT Equipment	51	113,556,201	113,556,201
4.	Office Equipment	21	Nil	Nil
5.	Machinery	15	22,797,071	22,797,071
6.	Furniture and fittings	-	209,105,786	209,105,786

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Motor Vehicle	DBBH 149D
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
1	HP printer	2

STORES FINDINGS

- i. The Mission maintains one store where all the inventory for the embassy is kept.
- ii. The store maintains proper books for the inventory maintained.
- iii. The inventory store is too small to accommodate the Mission's inventory.

CASH AND BANK FINDINGS

- i). The survey entailed cash and bank balances of three (3) Bank accounts held by the Mission as at 30th June 2024.
- ii). The Board of Survey Team verified the bank balances, cash at hand, and reconciliations of the accounts held by the Mission. This was done by closely analysing the reconciled cash-book balances against bank balances.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission	NA	090285085	331.34	331.34	USD
2	Uganda High Commission	NA	013038303	-4,991.65	-4,991.65	RAND
3	Uganda High Commission	NA	011222549	4,782.08	4,782.08	

RECOMMENDATIONS

- i. There is a need for pallets and cabinets in the stores for proper storage.
- ii. There are a few items in the store that are earmarked for disposal. This should be given immediate attention to avoid more tear and wear.
- iii. NTR account should be closed since there is no more collection of NTR by the mission. It goes direct through URA.

509 UGANDA HIGH COMMISSION IN RWANDA, KIGALI

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The Mission needs a bigger chancery with sufficient room for storage	Being implemented	The Mission has written to the Permanent Secretary/Secretary to Treasury requesting for funds to relocate the Chancery premises by June 30th, 2025.
2	There is need for refurbishing of official residence	Being implemented	The Mission has written to the Permanent secretary/MoFA and PS/ST requesting for Capital development funds to refurbish the official residence and a waiting response
3	There is need for an additional vehicle for the mission as the utility vehicle is very old.	Being implemented	The Mission has written to the Permanent secretary/MoFA and PS/ST requesting for Capital development funds to purchase new official and utility cars and a waiting response

Findings

- i. The High Commission has an asset register with most assets engraved and BOS team encourages engraving of those in stock and always endeavor to engrave any new ones purchased.
- ii. Most furniture, fixtures and fittings, electronic and ICT gadgets as well as power generators and the utility vehicles which were purchased in the year 2015 and below (almost 10 years ago and above) have degraded.
- iii. All ICT computers, laptops and printers were recommended for replacement, however only 55% were replaced and the 45% are pending replacement.
- iv. Almost all electrical kitchenware for the Chancery cafeteria, apartment one, apartment two, and the official residence have worn-out.
- v. New Central Uninterruptible Power Supply unit was purchased.
- vi. Overhaul of Security Enhancement for the Chancery and the Official Residence was carried out, this includes razor wire installation, new security cameras and other related accessories.
- vii. The old utility vehicle has not been replaced despite the urgent need to do so, however, the Representation car is in the process to be replaced pending supply.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	7	RWF 7517397
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount(NBV/cost)	Extract B/S
1	Land and buildings	2	2,076,340,375	2,076,340,375
2	Transport equipment	3	51,215,105.92	51,215,105.92
3	ICT equipment	156	128,865.000	128,865.000
4	Office equipment	9	Nil	Nil
5	Machinery	3	102, 784,907.8	102, 784,907.8

List of unserviceable items recommended for disposal

OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
1	HP V193 screen	8
2	HP ProDesk 400 G2 Micro Tower	6
3	Water Dispenser	1
4	Outdoor Security Cameras	7
5	Outdoor Security PTZ Camera	2
6	Samsung AC	1
7	Samsung AC Compressor	1
8	Smart PSS NVR	6
9	Leather Chairs	6
10	Whiteboard	1
11	TP - LINK Wireless NANO Station Router	4
12	LED SMART TV 49"	1
13	LG TV49"	2
14	Microwave	1

STORES FINDINGS

- i. The stores were inspected, the store balances agreed with the Ledger balances. The store room is adequate and well organised.
- ii. There is a lot of unserviceable items in the stores (uninterruptible power supply batteries (UPS), furniture, fixtures and fittings, spare-parts, which are beyond repair are pending disposal, however, items that are deemed radiation hazardous by the host country regulating body will take longer to dispose of due to the disposal regulations in place.

CASH AND BANK FINDINGS

- i. A number of Cash Books were inspected and the survey entailed Bank and Cash balances of the 5 accounts operated by the entity.
- ii. Cash is held in a secure safe both in Accounting Officer's and Accountant's Office and controls are adequate and followed.
- iii. The team ascertained those monthly reconciliations are done as cashbooks were properly updated and reconciled with their respective bank statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy	I&M Bank Rwanda	25005347001	5,058	5,058	RWF
2	Uganda Embassy	I&M Bank Rwanda	25005347002	54.12	54.12	USD
3	Uganda Embassy	I&M Bank Rwanda	25005347003	3.14	3.14	USD
4	Uganda Embassy	I&M Bank Rwanda	25005347004	5	5	USD
5	Uganda Embassy	I&M Bank Rwanda	25005347005	46,376	46,376R	RWF

RECOMMENDATIONS

- i. We highly recommend that the Navision Server, the Domain Controller Server, and the Cyber Security Server need urgent upgrade for RAID storage drives and RAM as well as fully licensed Corporate Remote Access Software for servers to facilitate easier connectivity between the Navision database technicians at the Ministry of Finance and the Finance unit at the Mission, and the ICT department at the Ministry of Foreign Affairs and the ICT unit at the Mission.
- ii. The iMac computers purchased in 2014 and 2015 used by the High Commissioner and the ICT Unit for audio-visual production respectively have become obsolete the manufacturing company no longer supports both hardware and software updates. We highly recommend to replace both computers with newer M3 iMac versions to facilitate quality production of audio-visual material.
- iii. The Mission does not have a professional video camera neither a professional digital camera to produce high quality digital video, audio and photographic contents to capture official content during official ceremonies and functions held at and offsite the Mission.
- iv. We highly recommend purchase of complete kit of a professional digital video, photographic production cameras and accessories; and high storage capacity to facilitate quality content for the Mission official website, official social media platforms and content archive.
- v. There is need to dispose of the utility car and we recommend to replace it with a new one. The vehicle has served for more than 10 years and has developed numerous mechanical problems making it expensive to maintain.

- vi. The Representation Vehicle is pending supply.
- vii. We highly recommend to replace all office furniture at the Chancery especially the chairs and tables as most of them are unserviceable and beyond repair, this includes furniture in the big and small apartments at the Chancery.
- viii. We highly recommend the purchase of a new state of art fast computer and an All-in-One colour LaserJet printer (Printer, Scan and Copier), computer desk and office chair to be installed at the Official Residence Office to facilitate the High Commissioner and Government officials on official visit to Rwanda to have access to printer, internet, email and work-related services with ease.
- ix. We highly recommend to replace the old electric and gas cookers, microwaves, and fridges at the Chancery cafeteria, Big and Small Apartment and the Official Residence.
- x. We highly recommend to dispose all Wireless Routers and Wireless Access Points, and all Network Switches/Hubs at the Chancery which were purchased in the year 2015 and replace all of them with Unified/Mesh Wireless Systems which are faster and secure. The old ones pose a serious security breach as they aren't compatible with the newer security protocols.
- xi. We highly recommend to replace all old printers and photocopiers at the Chancery with newer colour LaserJet All-in-One printers and heavy-duty photocopiers as the older units constantly break which cause high maintenance expenses.
- xii. We highly recommend to replace the Electricity Power Generators at the Chancery and at the Official Residence as they are too old and require constant maintenance and repair services due to intermittent mechanical faults which cause high repairs and maintenance costs.
- xiii. The previously and currently inspected obsolete items require urgent disposal and replacement.

PICTORIALS



GUEST ROOM (guest sofas, table, leather coffee tables, woolen chairs, wooden coffee tables, TV, TV- stand)



DINING ROOM (Cupboard, shelves, drawers, dining table, glass cupboard, mirror)

510 UGANDA EMBASSY IN THE UNITED STATES, WASHINGTON

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

The board carried out a survey on the premises of the Mission and found the following

- i After the visit by the Property Management Team from the Ministry of Works and Transport and Ministry of Foreign Affairs from Uganda, to make an urgent assessment of property damage to the Official Residence (Plot 5009 Loughboro, road NW) and provide technical guidance on the procurement of repairs to the residence, a renovation constructor was identified and selected to complete all the necessary works required to renovate the Official Residence.
- ii As of the writing of this report, the negotiations for signing of the contract for renovation of the Official Residence have been concluded, pending the signature of the contractor before commencement of renovation works.
- iii In spite of the schedule of Comprehensive Assessment to develop ToRs for the proposed Renovation project of the 3 Chancery Buildings, the technical assessment of only the Official residence was done leaving out the 2 Chancery/ building (5909 and 5911 16th street) because the budget allocation was diverted to repairs of the Official Residence. Consequently, the buildings continue to deteriorate seriously. This includes the failure of back porch of Chancery Building 5909 due to an apparent unstable foundation. The two Chancery buildings (5909 and 5911) have basements and are

still drained at sub- ground level. Drainage of the two buildings continues to be a big problem as the Mission often experience blockages and water back-up that are problematic to resolve at that level. The chimney of building 5911 still soaks up rainwater and is visibly pulling away from the main structure.

- iv In the FY 2023/24, funds for a new Representational Vehicle were released to the Mission and a new Cadillac Escalade, model 2024 was procured to replace the old Mercedes Benz.
- v Guidance is required on how to dispose of ICT inventories, including computers and how to safeguard and ensure that the information on them is wiped clean before disposal. The Mission currently stores old computers in the designated server room.
- vi The Mission still has a challenge of storage of furniture and other household items in the houses rented by the Mission for Foreign Service Officers. When an officer is recalled to headquarters, the United States laws require a vacant handover of such houses. This means all furniture and equipment previously used by the officer must be removed from the rented house and the Embassy has no storage space. The Embassy is forced to hire service providers to take furniture out of such houses and dump it at a designated dumpster station and at a cost.

Other Findings

S/N	Item	Units	Amounts
1	Payables	0	0
2	Receivables	0	0
3	Subversion	0	0
4	Investment	0	0
5	Losses	0	0

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	3	0	0
2	Building	3	0	0
3	Transport Equipment	7	0	0
4	ICT Equipment	41	0	0
5	Office Equipment	3	0	0
6	Machinery	1	0	0

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Mercedes Benz	DAU 0001
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
1.	1 Bedside Table	1
2.	1-Seater Arm chair	2
3.	1-Seater Black Chair	2
4.	1-Seater Chair	7
5.	2-Seater Black Sofa	2
6.	2-Seater Gold Sofa	2
7.	3-Seater Black Sofa	1
8.	3-seater brown sofa	1
9.	3-seater dark brown sofa	1
10.	3-Seater Gold Sofa	1
11.	3-seater green sofa	1
12.	3-Seater Sofa	1
13.	3-seater white Sofa	2
14.	AC	1
15.	Bar Table	1
16.	Basement	1
17.	Basement Kitchen	1
18.	Bedside Table	4
19.	Big Vase	3
20.	Black Coffee Table	2
21.	Black Sofa Chair	2
22.	Blender	1
23.	BR 2 (beside Stairs}	1
24.	BR3	2
25.	BR4	2
26.	Brown Rattan Chair	2

S/N	ITEM DESCRIPTION	REG.NO/TAG No
27.	Brown Side Table	1
28.	BRS	1
29.	Carpet	8
30.	Chair	1
31.	Chest Drawer	2
32.	Chest Dresser	3
33.	Clock	1
34.	Coffee Maker	1
35.	Computer Desk	1
36.	Conference Table (5911)	1
37.	Credenza	3
38.	Credenza Table	1
39.	Dark Coffee Table	1
40.	Deep Freezer	1
41.	Deep Fryer	1
42.	Desk Computer	1
43.	Dining Chair	20
44.	Dining Table	2
45.	Dishwasher	2
46.	Dresser Mirror	1
47.	Dryer	1
48.	End of Bed Bench	3
49.	Foldable Plastic Chair	4
50.	Foldable Table	1
51.	Gas Range	1
52.	Glass Coffee Table	1
53.	Glass Rectangular Table	1
54.	Glass Table	1
55.	Glass TV Stand	1
56.	Gold Coffee Table	1
57.	Gold Side Table	1
58.	Hallway	1
59.	Iron Board	1
60.	Juicer	1
61.	Kettle	1
62.	King Bed	2
63.	King Mattress	2
64.	Lamp	1
65.	Laundry Room	1
66.	IV Stand	1
67.	Metal Chair	6

S/N	ITEM DESCRIPTION	REG.NO/TAG No
68.	Metal Table	1
69.	Microwave	1
70.	Mirror	1
71.	Office Arm Chair	2
72.	Office Chair	3
73.	Office Chair (5911)	2
74.	Office Table	1
75.	Official Portrait	1
76.	Oven	1
77.	Patio	1
78.	Printer	2
79.	Queen Bed	8
80.	Queen Mattress	8
81.	Refrigerator	2
82.	Rice Cooker	1
83.	Rotating Chair	2
84.	Round Table/Side Table	4
85.	Small IV Monitor	1
86.	Small Round Table	1
87.	Small TV	1
88.	Small TV Monitor	1
89.	Square Table	1
90.	Stand Lamp	1
91.	Table Lamp	4
92.	Tall Dresser	1
93.	TV	1
94.	TV Monitor	5
95.	TV Stand	3
96.	Uganda National Flag	1
97.	US Flag	1
98.	Wall Art	4
99.	Wall Decor	2
100.	Wall Mirror	4
101.	Washer	1
102.	White Coffee Table	1
103.	White Side Table	1

STORES FINDINGS

- i. The Mission allocated room on the Chancery building to be used to store consumables, operational items used on a daily basis at the Embassy such as stationery, cleaning materials and consumables.
- ii. The stores were inspected.

CASH AND BANK FINDINGS

- i. The two bank accounts that are operated by the Embassy were both verified and it was ascertained that monthly bank reconciliations are done. There was petty cash of \$0.20 at the time of the exercise.
- ii. The following forms were not applicable to the Mission during the exercise; Divestment Plan, Schedule of related receivables, Assets under Construction register (TF39),-, Register of subversions, Register of losses for assets and stores.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy	Citi Bank	9250730683	682,111.44	618,094.11	USD
2	Uganda Embassy - NTR	Citi Bank	9250730691	17,514.88	17,514.88	USD

RECOMMENDATIONS

- i. The Board urgently emphasizes the urgency of the rapid deterioration of the two Embassy Chancery building (Building 5909 and 5911 16th Street NW). Following the release of funds and acquisition of a contractor to renovate the Official Residence, assessment and repair of both Chancery buildings should be done as soon as possible.
- ii. It is recommended, to the extent possible, that the Embassy

rents furnished houses due to the challenge experienced of having no storage space for such house hold items when an Officer has to leave the station and the cost of disposal of furniture from the rented houses.

- iii. The old Representation Vehicle (Mercedes Benz) is recommended for disposal either through trade in to purchase a bigger van or upgrade of the Toyota 4 Runner to solve the challenge of limited Embassy vehicle space to transport large delegations from Uganda travelling to Washington D.C for official duty.
- iv. All three buildings lack disability access and particularly the Consular services building has no ramp or elevators but many flights of stairs. Applicants with limb disabilities cannot access the Passport and National ID Offices.
- v. The furniture at the Official Residence is in very poor condition and has been recommended for disposal immediately.

511 UGANDA EMBASSY IN EGYPT, CAIRO

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The team recommended that the heavy-duty printer at the Consular clerk's office be disposed of as it is over 10 years and has started breaking down.	The old printer was transferred to the Administrative Attache's office and replaced by a heavy-duty Canon Copier IR 29301. The heavy-duty printer was purchased on 20th May 2024.	
2	The team recommended the early disposal of the Mercedes Benz C180 as the costs of its repairs are too high to be maintained by the Vote. The engine has already been changed, which is indicative of other problems to come.	No action taken	Management is yet to take a decision on the disposal of the C 180 Mercedes Benz to replace it with a more economical and affordable car
3	With the exception of the new ACs and the refrigerator in the kitchen, the team recommends the disposal of all furniture and furnishings at the Official Residence. This furniture is over 10 years old and does not paint a very good picture of the residence.	The entire official Residence was refurbished, except for rugs and curtains. These procurements were carried out between 9" May and 12" May 2024.	The procurement of rugs and curtains was limited by inadequate funds as the Deputy Head of Mission's Residence also had to be furnished

ASSET FINDINGS

Findings

1. Mission assets are engraved to avoid loss or theft.
2. The Mission database is well maintained and updated regularly.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Non-Residential			286,107,859
2	Residential	2		503,201,034
3	Motor Vehicles	4		71 5,330,975
4	Office equipment	3		33,770,795
5	Other Machinery & equipment	13		59,458,883
6	Furniture and fittings			62,242,326
7	ICT Equipment	33		

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	Small mirrors with marble tops	1
2	Small chandelier light	1
3	Small mirror closets	1
4	Small flower vases in mirror closets	1
5	Small drawers with marble tops	1
6	Big chandelier light	1
7	Presidential portrait	1
8	Pieces of paintings (Nile waters)	1
9	Tables with marble tops	1
10	Big red flowered carpet	1
11	Sofa set (green with golden strips	1
12	Sofa set (green)	1
13	Small round topped tables	1
14	Presidential portrait	1
15	Pieces of paintings	1
16	Air conditioner carrier (window)	1
17	Small chandelier lights	1
18	Big chandelier light	1
19	Big wall mirror with golden frame	1
20	Small lamps (golden]	1
21	Sofa set (dark brown) & pillows	1
22	Big carpet (leaves design)	1
23	Chandelier light	1
24	Tv stand	1
25	Decoder (strong)	1
26	Standalone lamp	1
27	Small table	1
28	Wooden cabinet with glass top	1
29	Blue sofas	1
30	Wardrobes	1
31	Big carpet (red & black design)	1
32	Big chandelier light	1
33	Wooden table	1
34	Small chandelier lights	1
35	Sofa set (golden strips)	1
36	Small marble top with drawers	1
37	Pieces of paintings	1
38	Photo frame (Tirana)	1
39	Presidential portrait	1
40	Small mirrors with marble tops	1
41	Long carpets fitted with rods & bars	1

S/N	ITEM DESCRIPTION	QUANTITY
42	Carpet (beige with flowers	1
43	Telephone receiver	1
44	Office desk with glass top	1
45	Wooden shelf + books, news papers	1
46	Small chandelier light	1
47	Presidential portrait	1
48	Piece of painting	1
49	Computer desk	1
50	Small table	1
51	Multi system (Panasonic) 3 remotes	1
52	Air conditioner carrier (split)	1
53	Small table flag & stand	1
54	Red carpet	1
55	Dining tables	1
56	Dining chairs (red)	1
57	Presidential portrait	1
58	Small chandeliers lights	1
59	Big chandelier light	1
60	Air conditioner carrier (window)	1
61	Trolley	1
62	Pieces of paintings	1
63	Big red carpets	1
64	Frying pans	1
65	Kettle (terra)	1
66	Toaster black and deck	1
67	Blenders	1
68	Deep freezer (siemens)	1
69	Wooden side board	1
70	Wooden cupboard	1
71	Small tables	1
72	Flasks	1
73	Water jugs (glass)	1
74	Pressure cooker	1
75	Extension cable	1
76	Sauce pans	1
77	Small cutting board	1
78	Big serving spoons	1
79	Curtains brown & white	1
80	Wooden cutting board	1
81	Plastic onion rug	1
82	Plastic jug	1

S/N	ITEM DESCRIPTION	QUANTITY
83	Oven trays	1
84	Sauce pans	1
85	Frying pans	1
86	In built wardrobe	1
87	Wooden chair	1
88	Air conditioner carrier (split)	1
89	Sugar pot	1
90	Plates	1
91	Spoons	1
92	Forks	1
93	Tea cups	1
94	Wall mirror	1
95	Sink + tap	1
96	Towel hanger	1
97	Intercom	1
98	Sink + tap	1
99	Toilet seat	1
100	Towel hangers	1
101	Toilet roll holder	1
102	Plastic cleaning buckets	1
103	Ladders	1
104	Sony speakers	1
105	Sony flat screen	1
106	Bed sheets & pillow covers (blue)	1
107	Chandelier light	1
108	Wooden wall hanger	1
109	Wooden towel stand	1
110	Small dustbin	1
111	Big carpet (dark brown design)	1
112	Small side bed carpet s (green)	1
113	Side bed drawers	1
114	Pillows	1
115	Bed sheets (white)	1
116	Blanket (brown)	1
117	Wardrobe	1
118	Wooden wall hanger	1
119	Wooden towel stand	1
120	Chandelier light	1
121	Stool with leather top	1
122	Red carpet	1
123	Unfixed bed	1

S/N	ITEM DESCRIPTION	QUANTITY
124	Unfixed wardrobe	1
125	Bed sheets (white)	1
126	Chandelier light	1
127	Wardrobe	1
128	Green side bed carpet	1
129	Ads access point (internet)	1
130	Clothe hanging stands	1
131	Extension cable	1
132	Pillow covers	1
133	Pillows	1
134	Red blanket	1
135	Air conditioner carrier (split)	1
136	Wooden wall hanger	1
137	Chandelier light	1
138	Towels	1
139	Medium bed	1
140	Medium Mattress	1
141	Side drawers with glass top	1
142	Pillows + covers	1
143	Yellow blanket	1
144	Light green bed sheet	1
145	Wardrobe	1
146	Dressing table with mirror	1
147	Small bed side carpet (red)	1
149	Chandelier light	1
150	Air conditioner carrier /remote	1
151	Wardrobe	1
152	Bed sheets (white)	1
153	Chandelier light	1
154	Wardrobe	1
155	Suit case	1
156	Medium bed	1
157	Mattress	1
158	Side bed drawers with glass top	1
159	Blanket (yellow)	1
160	Dressing table with glass top	1
161	Small side bed carpet (black/red)	1
162	Table with glass top	1
163	Wall mirrors & marble tops	1
164	Brown sofa set & pillows	1
165	Big chandelier light	1

S/N	ITEM DESCRIPTION	QUANTITY
166	Small chandelier	11
167	Wall clock	1
168	Table mats	1
169	Small tables	1
170	Carpet (red & blue)	1
171	Fire Extinguisher	1
172	Extension cable	1
173	Dining table	1
174	Dining chairs	1
175	Utensils shelf	1
176	Big plate	1
177	Deep plate	1
178	Small saucers	11
179	Tea cups	1
180	Sugar pot	1
181	Forks	1
182	Small tea spoon	1
183	Big spoon	1
184	Spoons	1
185	Table knives	1
186	Super p jack	1
187	Big dustbin	1
188	Small wardrobe	1
189	Green small carpet	1
190	Sink + tap	1
191	Towel hanger	1
192	Shower mat	1
193	Wall mirror	1
194	Cloth basket	1
195	Floor mats	1
196	Small dustbin	1
197	Sink + tap	1
198	Toilet seat	1
199	Bath tab + tap + shower head	1
200	Towel hangers	1
201	In built wardrobe	1
202	Small table	1
203	Gas cooker	1
204	Blender	1
205	Water heater (apollo)	1
206	Fixed cutting boards	1

S/N	ITEM DESCRIPTION	QUANTITY
207	Sauce pans with covers	1
208	Sauce pans without	1
209	Small cutting boards	1
210	Plastic jag & plastic spoons	1
211	Blender	1
212	Frying pans	1
213	Serving dishes with covers	1
214	Plastic basin	1
215	Kitchen sink	1
216	Wooden stick	1
217	Spoon stand	1
218	Stand serving dishes	1
219	Serving trays	1
219	Small ladder	1
220	Fire pots	1
221	Single beds	1
222	Double mattress	1
223	Blanket (blue)	1
224	Bed sheet	1
224	Pillows	1
225	Pillow covers	1
226	Side drawer	1
227	Wardrobe	1
227	Small & big carpets (red)	1
228	Dressing mirror	1
229	Electric heater (apollo)	1
230	Curtains blue & white)	1
231	Blue sofa	1
232	Brown cushion	1
233	Tables	1
234	Dressing table with mirror	1
235	Bag containing old clothes	1
236	Double bed	1
237	Double mattress	1
238	Single mattress	1
239	Side bed drawer (white)	1
240	Blanket (blue & brown)	1
241	Dressing table with mirror	1
242	Carpets (big & small)	1
243	Chairs	1
244	Electric heaters (Frigidaire)	1

S/N	ITEM DESCRIPTION	QUANTITY
245	Wardrobe	1
246	Shoe rug	1
247	Desk	1
248	Blue curtains	1
248	Extension cable	1
249	Wooden cloth hanger	1
250	Iron stand	1
251	Pillows (long & short)	1
252	Sofa	1
253	Telephone	1
254	Door mat	1
255	Single bed	1
256	Mattress	1
257	Pillow	1
258	Table with marble top	1
259	Red carpet	1
260	Mirror	1
261	Sink + tap	
262	Toilet seat	1
263	Water heater	1
264	Shower tap	1
265	Wall soap container	1
266	Toilet seat	1
267	Sink + tap	1
268	Shower tap	1
269	Water heater(fresh)	1
270	Sink + tap	1
271	Toilet seat	1
272	Satellites	1
273	Big water container	1
274	Sinks	1
275	Garden machines	1
276	Portraits	1
277	Map	1
278	Photo frame	1
279	Water ballons	1
280	Wheel barrow	1
281	Wooden ladders	1
282	Horse pipe (50m)	1
283	Toilet seat	1
284	Blue sofas	1

S/N	ITEM DESCRIPTION	QUANTITY
285	Chairs	1
286	Wooden doors	1
287	Big plastic pipe	1
288	Garden tools	1
289	Sink	1
290	Urinary tab	1
291	Toilet seat	1
292	Forks	1
293	Table knives	1
294	Round spoons	1
295	Table spoons	1
296	Round dish spoons	1
297	Oval dish spoon	1
298	Dessert knives	1
299	Fish knives	1
300	Tea spoons	1
301	Deep round dish spoon	1
302	Small spatula	1
303	Deep round serving spoons	1
304	Table spoons	1
305	Big table cloth (blue & red design	1
306	Glass dishes	1
307	Table knives	1
308	Kitchen spoons & forks	1
309	Big forks for meat roasting	1
310	Big spoon for meat roasting	1
311	Cheese cutter	1
312	Table cloths and napkins	1
313	Beer glasses	1
314	Water glasses (round bottom)	1
315	Desert glasses with golden top	1
316	Red wine glasses	1
317	White wine glasses	1
318	Ice cube bowls	1
319	Red/white glasses	1
320	Dry gin glasses (round bottoms)	1
321	Big water glass	1
322	Red wine glasses	1
323	White wine glasses	1
324	Coniak glasses	1
325	Saucers	1

S/N	ITEM DESCRIPTION	QUANTITY
326	Ash trays	1

STORES FINDINGS

- Copies of store records like land titles, vehicle registration cards and other fixed assets are kept by specifically designated officers for example copies of land titles are kept by the Accounting Officer while vehicle registration cards are kept by the drivers as they are required by Egyptian law to be kept in the respective vehicles. They have the responsibility to safe guard them.

CASH AND BANK FINDINGS

- The cash books were inspected and both cash and bank balances as listed below were ascertained.
- The team ascertained that monthly reconciliations are done by the Accounts office and cash books were properly updated and reconciled with the respective bank statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embassy of the Republic of Uganda (expenditure account)	Commercial International Bank (CIB)	100058643267	507,554	507,554	UGX
2	Embassy of the Republic of Uganda (expenditure account)	Commercial International Bank (CIB)	100058643248	87,538	87,538	UGX
3	Embassy of The Republic OF Uganda (NTR Account)	Commercial International Bank (CIB)	100058643167	7,316,212	7,316,212	UGX

RECOMMENDATIONS

- The team recommends the early disposal of the Mercedes Benz C180 as the costs of its repairs are too high to be maintained by the Vote. The engine has already been changed, which is indicative of other problems to come. There are cheaper brands like Toyota and Hyundai that can work just as effectively as the C 1 80.
- The team recommends procurement of rugs and curtains for the Official Residence. The procurement of rugs and curtains was limited by inadequate funds as the Deputy Head of Mission's Residence also had to be furnished.

512 UGANDA EMBASSY IN ETHIOPIA, ADDIS ABABA

Follow up on Previous Recommendations

S/N		Previous Recommendation(s)	Action Taken & Date	Remarks
1		Nil	Nil	Nil

ASSET FINDINGS

Findings.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings	2	27,760,059	27,760,059
2	Transport equipment	4	547,400,000	547,400,000
3	ICT equipment	36	Nil	Nil
4	Office equipment	4	34,833,596	34,833,596
5	Furniture and fittings	-	80,723,816	80,723,816
6	Machinery	-	646,177,287	646,177,287

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Nil	Nil

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	US\$ Expenditure a/c	Commercial Bank of Ethiopia	1000001098369	5,122.04	122.04	US\$
2	ETB Expenditure a/c	Commercial Bank of Ethiopia	1000001114577	2,286.12	2,286.12	ETB
3	EGP NTRs Revenue a/c	Bank of Abyssinia	13954267	146,258.71	146,258.71	ETB

513 UGANDA EMBASSY IN CHINA, BEIJING

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Procurement of another utility van	Funds availed	work in progress
2	Office furniture is old and need replacement.	New furniture procured	resolved

ASSET FINDINGS

Findings

- i The Mission received a development budget for the purchase of furniture. It was established that new office furniture and part of the furniture in the residence had been procured in the year under review.
- ii The board noted that the previous Board of Survey recommended that vehicle No.220019 utility Van Honda Elysian procured in 2012 be boarded off because it was old, and the costs of maintenance are high. The Committee was informed that funds had been allocated for the procurement of a new Van in the FY 2024/2025.
- iii 95% of the recommendations in the previous board of Survey have been implemented.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Nil	Nil	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Nil	Nil
2		
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
	Nil	Nil

STORES FINDINGS

- i. The stores are well secured by the accounting officer.
- ii. Office Furniture has been replaced.
- iii. Some items were disposed of following the appointment of the Ad hoc Board of Survey Team.
- iv. The stocks are well arranged and clearly separated between the serviceable and unserviceable items.
- v. There was no loss or damage established during the year under review.
- vi. The ledgers are up to date, and there are no discrepancies with the information given.
- vii. Visa stocks at the end of 30th June 2024 were as follows.
 Gratis DV0023298-DV0023500(232)
 Ordinary Single-Entry EV EV0263819-EV0264000(182)
 EV0264001-EV0264250 (250)
 Multiple Entry MV0000276-MV0000500 (225)
 East African Tourist Visa 000043540-000045000 (1411)

CASH AND BANK FINDINGS

- i The survey noted that there was no cash at hand during the survey
- ii The table below shows bank balances on the Embassy accounts.
 Enclosed are the Bank statements.
- iii The team observed that these accounts were correctly reconciled as per the guidelines with respect to the treasury accounting instructions on cash.

- iv The team further observed that the student's account had previously been opened for receiving student's money and had remained non-operational. Thus, there is need for it to be closed as soon as possible.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Visa collection ac	Bank of China	778350019918	943.41	943.41	RMB
2	Students account	Bank of China	778350025343	153.2	153.2	USD
3	Dollar operational ac	Bank of China	778350025354	0.09	0.09	USD
4	Yuan operational ac	Bank of China	7783500149930	12.61	12.61	RMB

RECOMMENDATIONS

- i. Dispose of the old laptops as they have become obsolete.
- ii. Old Mission files at the garage should be sent to Headquarters since the current place where they are stored is not safe in case of a fire outbreak.

PICTORIALS



514 UGANDA EMBASSY IN SWITZERLAND, GENEVA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Efforts should be made to have the ongoing Asset Name Tagging exercise completed accordingly.	Being implemented	
2	The items captured as worn out, unserviceable, and obsolete should be disposed of accordingly in line with the laws of the host country and the laws in the PPDA act	Being implemented	

ASSET FINDINGS

Other Findings

S/N	Item	Units	Amounts
1	Payables	0	0
2	Receivables	0	0
3	Subversion	0	0
4	Investment	0	0
5	Losses	0	0

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	0	0	0
2	Building	0	0	0
3	Transport Equipment	5	0	0
4	ICT Equipment	51	0	0
5	Office Equipment	1	0	0
6	Medical Equipment	0	0	0

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1		
2		

STORES FINDINGS

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	UBS Business Current a/c /Expenditure	UBS	0240-00786783.00Y	440.49	440.49	CHF
2	UBS Current a/c NTR	UBS	0240-00786783.01B	5.95	5.95	CHF

RECOMMENDATIONS

- i. Efforts should be made to have the ongoing asset name tagging exercise completed accordingly.
- ii. The items captured as worn out, unserviceable, and obsolete should be disposed of accordingly in line with the laws of the host country and the laws in the PPDA Act.
- iii. Stores especially at residences of staff should be upgraded and properly organized.

515 UGANDA EMBASSY IN JAPAN, TOKYO

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Earthquake survival kits should be repurchased for the chancery and residence because of frequent earthquake occurrences in Japan.	The Embassy purchased earthquake survival kits in June 2024, strategically placing them in the Chancery and staff residences to ensure easy access during emergencies.	Completed
2	Unserviceable/obsolete items should be boarded off to give space for new assets which will improve institutional capacity and image of the mission	Budget has been allocated in the current financial year to dispose and board off unserviceable/obsolete items.	Work in progress
3	The Mission should plan and provide web cameras, multimedia speakers for each desktop as well as laptop for every officer.	All officers have laptops. Desktop web cameras and multimedia speakers have yet to be purchased	Partially completed
4	The Mission should consider renting fully furnished residence to reduce storage concerns and disposal costs once the items become old and dilapidated	The Mission should consider renting fully furnished residence to reduce storage concerns and disposal costs once the items	For consideration
5	Continue to lobby for the allocation of Capital Development Budget (which was last issued to this Mission in FY 2018/19) to facilitate the overall retooling of residences in view of the inevitable wear and tear of the current assets and to implement its Divestment Plan to replace assets recommended for disposal.	The mission has consistently emphasized its lack of capital development as a key challenge in its Ministerial Policy Statements and quarterly performance reports	Work in progress
6	Subject to availability of funds, facilitate furnishing of the Official Residence befitting the hosting of Japanese Government officials, other Heads of Missions and Ugandan delegations	Subject to availability of funds, facilitate furnishing of the Official Residence befitting the hosting of Japanese Government officials, other Heads of Missions and Ugandan delegations	Work in progress
7	As adequate storage will be provided in the new Mission Chancery, maintain a well-organized store room.	The mission maintains a well-organized store room in its new Chancery premises. Additional shelves will be purchased in due course.	Work in progress
8	Return the Single-entry and Multiple-entry visa stickers to the Ministry of Internal Affairs so they can still be utilized.	The entry visa stickers will be returned to the Ministry of Internal Affairs as soon as possible.	Work in progress

ASSET FINDINGS

Findings

- i The stores /inventories have been initialed in the store's ledgers and that the inventories on hand agreed with the ledger.
- ii A continuous independent departmental check on the stock balances has not been carried out during the year by an officer other than the immediate stores in charge.
- iii Assets particularly official residence furniture are adequate, but mostly in fair condition because they have been used for several years. Newly posted officers including the head of mission inherited old furniture from their predecessors such as mattresses due to the lack of a retooling budget.
- iv The Divestment plan cannot be implemented because the mission has not been allocated a Capital development Budget for five financial years,thus,lacking the budget to replace the assets recommended for disposal such as the Utility car (Toyota Mark X),which and has reached its useful life of 10 years and has been subjected to increasing maintenance costs.
- v Asset maintenance is budgeted for every year. Vehicles undergo annual maintenance check-up and routine change oil for every 5,000 km.equipment are serviced when needed such as breakdown.
- vi Comprehensive Vehicle Insurance is provided for all residences to over fire and earthquake protection.
- vii Although Japan is generally safe, the mission's chancery is equipped with a security alarm system to safeguard its assets.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and Buildings	0		0
2	Transport Equipment	3		398,389,434
3	ICT Equipment	24		17,3015,682
4	Office Equipment	0		8,993,531
6	Machinery	0		24,565,842
7	Furniture and fittings	0		375,455,784

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Utility Car (Toyota Mark X)	GAI-12604
OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
2	Coffee Maker	2
3	Electric Pot	2
4	Microwave Oven	1
5	Oven Toaster	1
6	Vacuum Cleaner	2
7	Flat Iron	3
8	Washer/Dryer	1
9	Computer set	4
10	Laptop (Mac)	1
11	Printer	1
12	LCD Projector w/ bag and cable	1
13	Television	1
14	DVD Player	2
15	Television	4
16	TV Box	1
17	Phone Circuit + 7 Handsets and answering machine	1
18	Phone handset	1
19	Desk	3
20	Center Table	1
21	Computer Table	1
22	Bedside Table with Drawers	1

S/N	ITEM DESCRIPTION	REG.NO/TAG No
23	Table	1
24	Conference Table	8
25	Conference Chair	20
26	Dining Set (Table & 4 Chairs)	1
27	Dining Set (Table and 6 Chairs)	1
28	Dressing Table and Chair	3
29	Office Chair	3
30	Chair	2
31	2-seater Sofa	1
32	3-Seater Sofa	1
33	1-Seater Sofa	3
34	Lounge Sofa	1
35	Ironing Board	2
36	Mobile Drawer	1
37	Mattress	14
38	Mirror	1

STORES FINDINGS

- i. The store balances agree with the ledger balances.
- ii. Please note that the Mission continues to report in its Annual Board of Survey, under Statement of Reported Losses of Public Moneys, Stores and Other Assets; the loss of 170 single-entry visa and multiple-entry visa stickers incurred in FY 2019/20 and in line with Paragraph 21.1.3 (c) of the Treasury Instructions 2017. An investigation was conducted that culminated into a formal report to the PS/ST who is yet to communicate whether the loss as irrecoverable and should be written off in accordance with Section 35 of the PFMA or otherwise. Internal controls are in place to avoid such incident.

CASH AND BANK FINDINGS

- i. The Vote is maintaining two bank accounts for Expenditure/Operations and NTR collections in Japanese Yen currency with zero (0) balances.
- ii. The cash books are balancing with the bank Balances

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embassy of the Republic of Uganda	MUFG Bank, Ltd.	0000575	0		JPY
2	Embassy of the Republic of Uganda	MUFG Bank, Ltd.	4771353	0		JPY

RECOMMENDATIONS

- i. Continue to lobby for the allocation of the Capital Development Budget, which has not been issued to this Mission since FY 2018/19. This funding is crucial for the retooling of residences, particularly the Official Residence, to address the inevitable wear and tear of current assets. Additionally, it will support the implementation of the Divestment Plan to replace assets recommended for disposal.

PICTORIALS

516 UGANDA EMBASSY IN SAUDI ARABIA, RIYADH

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount(NBV/cost)	Extract B/S
1	Land and buildings	0	0	0
2	Transport equipment's	4	0	21,391,054
3	ICT Equipment's	38	0	42,691,761
4	Office equipment's	47	0	30,729,770
5	Furniture and fittings	176	0	0
6	Machinery	29	0	0

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Mercedes Benz	WDDHF3EB9GB297142
2	FORD Expedition	1FMJU1F55DEF24138
3	GMC Yukon	1GKFC23J89R116917
4	GMC Ambulance	1GKS18E06BR328118
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
5	Printer Epson L3156-white	1
6	Printer Epson L3150-black	1

S/N	ITEM DESCRIPTION	REG.NO/TAG No
7	Printer HP Office Jet Pro 8720	1
8	Printer HP Laser Jet P2015-a	1
9	Printer HP Laser Jet P2015-b	1
10	Shredder Fellowes-dark gray	1
11	Shredder TPPS-black	1
12	Air conditioner-split	1
13	Counting machine	1
14	Printer Epson L3156-white	1
15	Epson L3070-black	1
16	Laptop-Dell	1
17	HP Office Jet Pro 8023	1
18	Computer Monitor (Dell)	1
19	CPU- (Dell)	1

STORES FINDINGS

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance
1	Uganda Embassy	Emirates NBD Bank	101-6040561-301	0.21	0.21
2	Uganda Embassy	Emirates NBD Bank	101-6040561-302	839.16	839.16
3	Uganda Embassy	Emirates NBD Bank	102-6040561-303	0.15	0.15

517 UGANDA EMBASSY IN DENMARK, COPENHAGEN

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Renovation of Embassy properties (the Chancery and official residence).	Renovation works ongoing in the basement of the official residence	Late release of funds meant a delay in commencing the work. No budget/ funding received for Chancery renovation.
2	Boarding off the utility van (Toyota Hiace Reg. AU76562) & Toyota Avensis Reg. AF76195)	None	No funding to carry out the disposal exercise.
3	Replacement of the representation car.	Budget provided in FY 2024/25	New representation car to be purchased when funds are received.
4	Disposal of old and unserviceable assets	None	No funding to carry out the disposal exercise.
5	Replacement of the old furnishings at the Chancery and Official Residence, and staff residences.	New sofa set purchased for the HoM's residence	No funding to carry out the disposal exercise.
6	Designate a lockable store at the Chancery for safe custody of inventories.	Store was created on floor 1 (November 2023)	Store is managed by the Head of Chancery and the Accounting Officer.
7	Create a lockable archive to declutter offices of old documents.	None	No budget/ funds to buy packing/ storage materials

ASSET FINDINGS

Findings

- i. There is an urgent need to renovate the two properties owned by the Government of Uganda and held by the Mission. The chancery is dilapidated, negatively impacting Uganda's image and posing a health and safety threat to all who enter. Additionally, the official residence requires renovation, and was considered unfit by the Head of Mission for her residence. She now lives in a rented house.
- ii. Most assets are old and need replacement.
- iii. Disposal was not done in the previous financial year because of no funds/ budget allocation to carry out the exercise, and to replace the items recommended for disposal.

- iv. No access ramp for physically challenged and old people to access the offices.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and Buildings	4	Nil	Nil
2	Transport Equipment	5	Nil	Nil
3	ICT Equipment	65	Nil	Nil
4	Office Equipment	19	Nil	Nil
5	Machinery	9	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Toyota Avensis (Black_ Chassis SBI BK76L 30E0020196	CPH/MV/03 (Reg.AF76195)
2	MV- Toyota Hiace (Grey Van 2.5 Combi_ Chassis JJ12 LJK22000)	CPH/MV/04 (Reg.AU76562
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
3	CCTV monitor (orion)	1
4	Laptop (Lenovo)	1
5	Printer (Brother E737O2G474O5512)	1
6	Television (LG 42") SN MEZ 46755627 (REV01)	1
7	Bed (single; no legs... from HoM's residence)	1
8	Chairs/ Kitchen chairs	1
9	Sofa set (Brown Leather; 3-seater)	1
10	Storage Unit (half board with glass front; wooden)	1
11	Table (glass coffee table)	1
12	Table (Kitchen table)	1
13	Table- Dinning set (1 Table+ 6 chairs- green)	1
14	Tables (Coffee Tables- 1 big and 4 small)	1
15	Vacuum cleaner (Nilfisk)	1
16	Wardrobe	1
17	Blender Wilfa SN. 3505323	1
18	Bowls- Sugar bowls	1
19	Flat iron (Telfal SN. 1830006775)	1

S/N	ITEM DESCRIPTION	REG.NO/TAG No
20	Kettle	1
21	Slow cooker (Techwood)	1
22	Jug (water jug- oval)	1

STORES FINDINGS

- i. The vote does not have designated stores; inventory is kept in different offices, and each officer is responsible for the safety of items kept in their offices. The office stores are well organized, and items are stored appropriately

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Danske Corporate	Danske Bank	4001068210	40,387.97	40,387.97	DKK
2	Consular Visa/ Passport	Danske Bank	4001072765	11,284.06	11,284.06	DKK
3	Danske Business Pro	Danske Bank	13810982	232,291.25	232,291.25	DKK

RECOMMENDATIONS

- i. The Embassy properties (the Chancery and official residence) require urgent renovation.
- ii. The Toyota Hiace Reg. AU76562 (old utility van) and the Toyota Avensis Reg. AF76195 should be boarded off immediately, the representation car should be replaced.
- iii. Old and unserviceable assets should be disposed of/ damped.
- iv. The old furniture and furnishings at the Chancery, Official Residence, and staff residences need to be disposed of urgently, and a budgetary request is to be made to this effect.
- v. Assets found in good condition are recommended for continued use, while broken, old, unused, and obsolete assets are recommended for disposal.

- vi. A lockable designated store should be set up at the Chancery for safe custody of inventories and to enhance better record keeping. A lockable archives store should also be set up to declutter offices of old documents.

PICTORIALS Some photos of the offices are shown below



518 UGANDA EMBASSY IN BELGIUM, BRUSSELS

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Nil	Nil	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Nil	Nil

STORES FINDINGS

CASH AND BANK FINDINGS

- i. The survey entailed bank and cash balances of the two bank accounts held by the Mission. The team ascertained that monthly reconciliations are done for the accounts and cashbooks were properly updated and reconciled with their respective bank statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Nil	Nil	Nil	Nil	Nil	Nil

RECOMMENDATIONS

- i. Disposal of all the old un re-useable assets (office furniture, fittings and equipment).
- ii. The embassy needs to dispose of the official vehicle Reg. No; CDAU046 of the Head of Mission.
- iii. To carryout routine maintenance of especially the newly renovated chancery building and the facilities (elevator, A.C system, and security and alarm systems) therein and the Official residence.
- iv. Without routine maintenance some of these systems are bound to break down and it will cost Government a lot of money in repairs.

PICTORIALS

Chancery building



Official Residence - Front View



Official Residence - Back View

520 UGANDA EMBASSY IN DRC, KINSHASA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Assets found in good condition are recommended for continued use	Action was taken	
2	Those broken, and obsolete are recommended for disposal	It was not done	The disposal is scheduled for this financial year 2024/25
3	Need to do more improvement on the general store at the chancery	It was not done	It is work in progress
4	All mission fleet should be transferred to the title of the mission	It was not done	An appointment is being scheduled with the authorities to transfer.
5	The handy man should be provided with a tool kit and the mission should equip/furnish his office at Uganda house	He was provided with one	
6	CCTV DVR at Uganda House should be installed in an easy-to-access area by the responsible officer	Not yet installed	Waiting for budget enhancement.
7	CCTV monitoring at the official residence should be enhanced	Not yet done	Waiting for budget enhancement
8	All mission fire extinguishers should be serviced	they were serviced	
9	The mission should tag/engrave all assets whose tags fell off and those, which were not tagged.	Not yet done	The mission didn't have sufficient budget but it is scheduled for FY 2024/25

ASSET FINDINGS

Finding

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	2	8,510,950,000	8,510,950,000
2	Buildings	2	20,445,884,222	20,445,884,222
3	Transport Equipment	4	926,443,299	926,443,299
4	ICT Equipment	55	141,840,346	141,840,346
5	Office Equipment	19	5,355,957	5,355,957

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
1	Sofa	2
2	Computer CPU	1
3	UPS	1
4	CCTV Camera	1
5	DVR for Camera	2
6	Microwave	1
7	Vacuum Cleaner	1
8	Generator	1
9	Projector	1
10	Photocopier	1
11	Wall Clock	2
12	Intercom	7

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Ambassade D' Ouganda	Bank of Africa RDC	00029-01015-02112100007	274,638.85	69,359.85	USD
2	Embassy of the Rep of Uganda Visa/NTR Account	Eco Bank RDC	00026-00001-35080037316-27	119,970.82	119,970.82	USD
3	Embassy of the Rep of Uganda/ Non-Checking Account	Access Bank DRC Congo	00021-00300-21910337001-63	64,197.15	64,197.15	USD

521 UGANDA EMBASSY IN SUDAN, KHARTOUM

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount(NBV/cost)	Extract B/S
1	Land and buildings	Nil	Nil	Nil
2	Transport equipment's	1	Nil	383,700,378
3	ICT equipment's	8	Nil	118,061,672
3	Office Equipment's	1	Nil	0
4	Medical equipment's	0	Nil	0
5	Machinery	0	Nil	0
6	furniture and fittings	0	Nil	135,688,088

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Nil	Nil

STORES FINDINGS

- i. There is a continuous independent departmental check on the stock balances has been carried out during the year.
- ii. The store accommodation is adequate and good condition.

CASH AND BANK FINDINGS**Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy Khartoum	Bank of Uganda	2230058400000	0	0	USD

522 UGANDA EMBASSY IN FRANCE, PARIS

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The renovation work should be accelerated and completed to avoid the excessive cost of rent.	The contractor filed for bankruptcy in July 2023 before completion of the renovation works and their case was approved. The Embassy sought guidance from the Solicitor General's Office and was cleared to hire legal services to handle the case. Legal services were acquired and the process is still ongoing	The Embassy moved into the Chancery building on 1 st August 2023 with 90% completed work to avoid incurring further cost to renting office space. The legal process is still ongoing
2	New and advanced ICT equipment should be purchased for officers	10 sets of Desktop computers, printers, 9 Laptops, 2 projectors and screens, 4 Television screens were purchased. 9 Laptops, 1 heavy duty printer/photocopier, 2 sound bar systems and 1 camera were purchased.	This has eased work at the Embassy.
3	The two cars should be disposed of because the cost of repairing them is very high compared to their current market value	The Utility van was disposed of. The Mercedes Benz S350 was repaired and retained. 2 utility vans- Mercedes V220D were purchased. 1 Mercedes Benz- S580 was purchased	This has eased the Embassy's means of transport
4	The embassy items in the two storage units have become obsolete and therefore should be disposed of to avoid incurring storage costs and new furniture purchased	All the items were disposed of in April 2024. New furniture was purchased.	The Embassy has new furniture

ASSET FINDINGS

Findings

- i. The Embassy moved back into the Chancery building in August 2023 with 90% renovation work completed.
- ii. The Embassy purchased new ICT equipment and disposed of all that was not in good working
- iii. New furniture was purchased and most of what had previously been kept in the storage unit was disposed of because it had become obsolete or old.
- iv. A utility van was disposed of and the saloon car was retained. The Embassy purchased one saloon car and two utility vans.
- v. Most of the items that had been put in storage due to limited space at the rented office had become damaged and were disposed of.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Buildings	1	Nil	Nil
2	Transport Equipment	2	Nil	Nil
3	ICT Equipment	47	Nil	Nil
4	Office Equipment	19	Nil	Nil
5	Land and Buildings	1	Nil	Nil
6	Furniture & Fittings	150	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
	Nil	Nil

STORES FINDINGS

- i. All items that had been kept in the stores due to limited space at the rented office, were either returned to the Embassy or disposed of depending on their usability. The Embassy cleared the stores and stopped paying storage fees when everything was removed from the stores.

CASH AND BANK FINDINGS

- i. The team ascertained that monthly reconciliations were done by the Financial Attaché and the cash books were properly updated and reconciled with their respective bank statements.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Ambassade de L'o Uganda Paris	Societe Generale	FR76 3000 3033 0100 0372 9418 462	1,082,311.84	546,527.31	EUR
2	Ambassade de L'o Uganda Paris	Societe Generale	FR76 3000 3033 0100 0372 9455 613	563,268.87	372,799.51	EUR

RECOMMENDATIONS

- i. The legal process should be expedited so that the renovation works are completed.

PICTORIALS



EMBASSY VEHICLES

523 UGANDA EMBASSY IN GERMANY, BERLIN

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	10	214
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and Buildings	0	Nil	Nil
2	Transport Equipment	3	176,761,106	176,761,106
3	ICT Equipment	33	32,232,623	32,232,623
4	Office Equipment	1	Nil	Nil
5	Machinery	1	4,303,200	4,303,200

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
1	Printer/HP - Office jet Pro 8022	1
2	Printer /Samsung X pressC480W	1
3	Laptop - Lenovo 310	1
4	Laptop-Asus B45 lJA	1
5	Computer/ Acer Veriton Y 482G All in One	2
6	Computer / Acer Z3 615	1
7	Computer / Acer Aspire 05-620	1
8	PC Speaker - Logitech	1
9	Vacuum Cleaner Miele C2 Tango E	1
10	Wall clock - Citizen	1

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Operations Account	Commer Bank Berlin	DE7210268188000 0040000	26,176,54	20,326.02	Euros
2	Collection Account	Commer Bank Berlin	DE4510040000 0268188001	3,629,11	3,629,11	Euros

524 UGANDA EMBASSY IN IRAN, TEHRAN

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Board of Survey of the previous FY recommended the disposal of several office equipment plus several furniture and fittings, as per attached extract	Items fully disposed of.	These were old unserviceable items which had been stored/unused for a long period of time. Most have already been replaced and some will be replaced as the user department reports on duty.

ASSET FINDINGS

Findings

- i. Uganda Embassy in Tehran maintains an excel asset register.
- ii. Assets in use have been engraved. Recently purchased items are being registered for the engraving process.
- iii. Much of the furniture at the Official Residence were old and in a sorry and thus were disposed of in an appropriate way.

Other Findings

S/N	Item	Units	Amounts
1	Payables	NIL	NIL
2	Receivables	NIL	NIL
3	Subversion	NIL	NIL
4	Investment	NIL	NIL
5	Losses	NIL	NL

Summary of Assets

S/N	Item	Units	Asset register amount(NBV/cost)	Extract B/S
1	Motor Vehicles	3		927,437,751
2	Office equipment	3		593,000,000
3	Furniture and fittings			365,000,000
4	ICT Equipment	33		
5	Machinery	2		

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
1.	3-seater chair	UG/CH/066
2.	Printer	UG/PRINTER/011
3.	Photocopier	UG/PRINTER/010
4.	Computer Monitor	UG/MON/O12
5.	CPU	UG/PC/012
6.	Sitting Room Chair	UG/CH/070
7.	Sitting Room Chair	UG/CH/071
8.	Sitting Room Chair	UG/CH/072
9.	Sitting Room Chair	UG/CH/073
10.	Sitting Room Chair	UG/CH/074
11.	Sitting Room Chair	UG/CH/075
12.	Sitting Room Chair	UG/CH/127
13.	Sitting Room Chair	UG/CH/128
14.	Sitting Room Chair	UG/CH/129
15.	Sitting Room Chair	UG/CH/130
16.	Sitting Room Chair	UG/CH/131
17.	Sitting Room Chair	UG/CH/132
18.	Sitting Room Chair	UG/CH/133
19.	Table	UG/TAB/066
20.	Table	UG/TAB/067
21.	Table	UG/TAB/068
22.	Table	UG/TAB/069
23.	Table	UG/TAB/065
24.	Table	UG/TAB/074
25.	Table	UG/TAB/075
26.	Table	UG/TAB/076
27.	Table	UG/TAB/078
28.	Table	UG/TAB/O70
29.	Table	UG/TAB/079
30.	Table	UG/TAB/080
31.	Fridge	UG/FRIDGE/003
32	Sitting Room Chair	UG/CH/O71
33	Dining Chair	UG/CH/095
38	Dining Chair	UG/CH/077
39	Dining Chair	UG/CH/096
40	Dining Chair	UG/CH/095
40	Dining Chair	UG/CH/089
41	Dining Chair	UG/CH/092
42	Dining Chair	UG/CH/076

S/N	ITEM DESCRPTION	QUANTITY
43	Dining Chair	UG/CH/078
44	Dining Chair	UG/CH/086
45	Dining Chair	UG/CH/087
46	Dining Chair	UG/CH/080
47	Dining Chair	UG/CH/084
48	Dining Chair	UG/CH/081
49	Dining Chair	UG/CH/082
50	Dining Chair	UG/CH/083
51	Dining Chair	UG/CH/085
52	Dining Chair	UG/CH/090
53	Dining Chair	UG/CH/093
54	Dining Chair	UG/CH/097
55	Dining Chair	UG/CH/091
56	Dining Chair	UG/CH/079
57	Dining Chair	UG/CH/094
58	Dining Chair	UG/CH/098
62	Dining Chair	UG/CH/088
63	Chair	UG/CH/123
64	Chair	UG/CH/124
65	Chair	UG/CH/125
66	Chair	UG/CH/126
67	Visitors' Chair	UG/CH/120
68	Visitors' Chair	UG/CH/121
69	Visitors' Chair	UG/CH/122
70	Lounge Chair	UG/CH/127
71	Lounge Chair	UG/CH/128
72	Lounge Chair	UG/CH/129
73	Lounge Chair	UG/CH/130
74	Lounge Chair	UG/CH/131
75	Lounge Chair	UG/CH/132
76	Lounge Chair	UG/CH/133
77	Office Chair	UG/CH/101
78	Table	UG/TAB/069
79	Table	UG/TAB/065
80	TV Stand	UG/LT/002
81	Bed	UG/BD/003
82	Bed	UG/BD/004
83	Bed	UG/BD/005

S/N	ITEM DESCRPTION	QUANTITY
84	Bed	UG/BD/006
85	Bed	UG/BD/007
86	Lounge Table	UG/TAB/075
87	Lounge Table	UG/TAB/076
88	Lounge Table	UG/TAB/078
89	Lounge Table	UG/TAB/070
90	Lounge Table	UG/TAB/079
91	Lounge Table	UG/TAB/080
92	Photocopier-Richo Africio 2018	UG/PRINTER/010
93	Office Cabin	UG/CBN/06
94	Office Cabin	UG/CBN/08
95	Office Cabin	UG/CBN/07
96	Air Cooler	UG/AC/004
97	Washing Machine	UG/WM/001
98	Photocopier-Richo Africio 2018	UG/PRINTER/004
99	Photocopier Sharp MX-M354N	1
100	Computer Asus Dual Core I3 Asus	1

STORES FINDINGS

- i. The team verified the stores and physically inspected the general stores premises and were found clean.

CASH AND BANK FINDINGS

- i. The vote maintains a total of four (4) bank accounts; one with Bank of Uganda, 3 with the host country the Islamic Republic of Iran; Bank Melli US dollars, Bank Melli Rial account, as well as Bank Melli for Revenues. All cash books were properly posted as at June 30, 2024 and the cash and bank balances were properly reconciled against cashbooks, bank account statements, certificates of balances are attached herewith.
- ii. The team observed that the accounts were properly reconciled in tandem with Treasury Instructions, 2017 guidelines.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy in Tehran	Bank of Uganda	002260058400000	0	25	USD
2	Uganda Embassy in Tehran Dollar Operations	Bank Melli	2006010000041	0.09	0	USD
3	Uganda Embassy in Tehran Revenue	Bank Melli	20060702739	0.88	0	USD
4	Uganda Embassy in Tehran Operations	Bank Melli	010576923009	192,680	0	RIAL

RECOMMENDATIONS

- i. Generally, much emphasis should be put on replacement of the Representation Car, plus one utility car (Santafe), which have both exceeded their appropriate mileage.
- ii. The Board of Survey exercise was done in compliance with the Public Finance Management Act of 2017 as required by the law

525 UGANDA EMBASSY IN RUSSIA, MOSCOW**Follow up on Previous Recommendations**

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Lack of adequate storage space	Organized the stores to identify unserviceable and obsolete items and the create space for new inventory.	
2	Dispose obsolete items	Commenced disposal of items in a phased manner. Obsolete items in the residence of the Deputy Head of	
3	Assets not engraved/tagged	Reviewed the assets register to ensure completeness and implemented a new engraving format. Commenced	
4	Closure of dormant bank accounts	No action taken. Follow up on bank closure to be done in the financial year.	

ASSET FINDINGS

Findings

- i. Uganda Embassy, Moscow's assets register was verified to confirm existence, completeness and condition of the assets at the Chancery and the residences. The highest value items in the Mission's register are transport equipment comprised of motor vehicles.
- ii. The Mission maintains a register on Ms. Excel and not on the Navision system that was updated to align with NDP III. The assets register was up to date.
- iii. The Mission revised its asset-engraving format in the third quarter of the financial year with reference to the Assets Management Framework, October 2020 in order to unify the serial numbering scheme and commenced engraving of all assets. As at 30th June 2023, the exercise was still ongoing.
- iv. Market values were adopted for assets whose historical costs could not be determined and transfers made to the user for assets whose responsible users changed. Assets that are obsolete are recommended for disposal and included in the list of unserviceable items.
- v. The vote continues to apply the rules for disposal and transfer of public assets as per the PPDA act 2003.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Nil	Nil	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	Coffee brown sofa settee, AA	UG/HM/002
2	Coffee brown sofa settee, AA	UG/HM/002
3	Mattress, FA residence	1
4	Computer with Samsung monitor	1
5	Cupboard	UG/DHM/08
6	Plastic kettle – red and black	1
7	Blankets, FA residence	1
8	Iron box, FA residence	1
9	Carpet, FA residence	1
10	Bedside carpet, FA residence	1
11	Old cutlery, store 1	1
12	Silver metallic Kettle, AA Residence	1
13	Bedside carpet, AA Residence	1
14	Sitting room carpet, AA residence	1
15	Dining chairs, AA residence	1
16	Old plastic kettle	
17	Old Cups	10
18	Old glasses	5
19	Flasks	2
20	HP LaserJet 1600	UG/CH/63
21	Canon MFP HP Scanner 4070	UG/CH/106
22	Desk telephone	UG/CH/142

STORES FINDINGS

- i. The survey of the stores found out that the entity maintained five stores at the Chancery and one store at each of the residences surveyed. The stores were generally well organized and well ventilated.
- ii. The stores are managed by the Office Attendant due to the limited number of staff at the Embassy. The office takes inventory counts quarterly and undertakes any necessary reconciliations on bin cards. Access to the stores is under the supervision of the responsible officer.

- iii. Reviewed visa stickers reconciled them against the NTR report for FY 2023/24 and confirmed that all issued stickers are accounted for. The stickers are kept in the custody of the accounting officer and are issued after a request for visa is reviewed and approved. Visa sticker stock is attached in the form of inventories inspected.

CASH AND BANK FINDINGS

The survey of cash and bank balances found that the vote maintained five active accounts; four in Russia under VTB Bank and one in Bank of Uganda. The team verified certificates of bank balance, bank reconciliations for the all accounts to confirm accuracy.

- i. Due to sanctions imposed on the Russian Federation and regulations instructing banks to make payment in only the domestic currency (Ruble), the Mission maintains foreign currency at the Chancery in a safe that is secure. The cash and bank accounts are reconciled monthly to ensure that the Navision system and the bank position are equal.
- ii. The Mission maintains a Rubble NTR bank account, which is not necessary since all NTR is collected in US Dollar. The account is therefore dormant.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy Moscow - Operations	VTB	40807978100050000230	0	0	Euro
2	Uganda Embassy Moscow - NTR	VTB	40807840100050000520	0	120	USD
3	Uganda Embassy Moscow - Operations	VTB	40807810300050000318	0	0	Ruble
4	Uganda Embassy Moscow - NTR	VTB	40807810700050000468	0	0	Rubles
6	Uganda Embassy Moscow - Operations	BOU	017020058400001	0	0	USD

526 UGANDA EMBASSY IN AUSTRALIA, CANBERRA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Some items at Official Residence, the Chancery, TS's and AA's Residences were too old/spoilt and out of use and hence due for disposal.	No action was taken within the Financial Year.	More items became obsolete at Official Residence, need to be disposed of.

ASSET FINDINGS

Findings

- i. The team inspected inventory was at the Official Residence and Chancery as well as vehicles and state of condition for each category of items.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Buildings	-	-	-
2	Transport Equipment	3	554,560,670.80	554,560,670.80
3	ICT Equipment	28	133,320,165.26	133,320,165.26
4	Office Equipment	2	82,511,928.50	82,511,928.50
5	Machinery	2	Nil	Nil
6	Furniture and Fittings	-	-	-

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	Paper Shredder	1
2	Canon Copier (B&W)	1
3	Toaster	1
4	Electric Kettle	1
5	Vacuum Cleaner	2
6	Carpets	1
7	Utility Van	1
8	Cream Sofa Set 3-Seater	3
9	Cream Sofa Set 1 Seater	6

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	High Commission of the Republic of Uganda Business Everyday Account-NTR	NAB	082-330-57-860-5604	0	0	UGX
2	High Commission of the Republic of Uganda Business Everyday Account-Operations	NAB	082-330-57-690-9102	122,389.10/-	122,389.10 /-	UGX

RECOMMENDATIONS

- i. The Board of Survey team recommends that the Faulty and worn-out items which are unserviceable need to be disposed of to avoid overcrowding of the stores at the Chancery and Residences.

PICTORIALS



Utility vehicle Volkswagen Multivan DC9504 white in colour in the garage at the Chancery.

- i. The Utility vehicle Volkswagen Multivan DC9504 white in colour in the garage at the Chancery.



18 Seaters Table at official Residence.

- 18 Seaters Table at official Residence.



527 UGANDA EMBASSY IN SOUTH SUDAN, JUBA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	There was need to decongest the Visa Section by transferring the old visa applications to another safer wider place.	The Space has not been yet created however very soon the Embassy shall be shifting to new Embassy where there is enough space for all files.	The Finance Committee minutes will be considered for action.
2	It was observed that there is need to buy new ICT Equipment's in some offices. i.e. computers, keyboards and mouse.	The Finance Committee will sit down and discuss when the release is out.	Recommendation wasn't adhered to by the Mission.
3	The Mission Assets Register was well prepared but it was observed that, there is need for the Vote to emboss all its assets to avoid loss of some off them like the small portable items of value.	The Mission did request for quotations from suitable service providers in South Sudan but due to increased unstable price fluctuation in the market, the Mission failed to obtain any.	Recommendation wasn't adhered to by the Mission due to budget constraints.
4	Need to digitalize all documents including VISA files would create both space and guaranteed security since the security in the country is uncertain.	The Mission is trying to secure a budget to procure the right software to use for digitization of the VISA files and several documents.	Recommendation was not adhered to by the Mission due to budget constraints.
5	There was need for boarding off all the unserviceable items that have been recommended for disposal.	The Mission has taken the effort to look for funds to dispose of the items.	Recommendation wasn't adhered to by the Mission due to budget constraints.
6	Provision of fireproof cabinets to ensure safety in case of fire outbreaks, vandalism and heavy rains.	The Mission hasn't yet obtained the fireproof cabinets because there was no budget allocated to it for the purchases.	Recommendation was not adhered to by the Mission.
7	Ministry of Foreign Affairs and the International Cooperation of South Sudan should be contacted to intervene in completing the legal issues on the land in question (Plot No. 3, Korok).	The Mission did draw the matter of land occupied by the encroachers to the respective offices in South Sudan the matter currently is before Juba High court.	Recommendation was adhered to by the Mission and is in attendance of meetings always/ court proceedings are ongoing.

ASSET FINDINGS

Findings

- i. The team visited all embassy stores in and out and they are clean and well organized.
- ii. However, most items need to be added on and others need boarding off.

Other Findings

S/N	Item	Units	Amounts
1	Payables	0	0
2	Receivables	0	0
3	Subversion	0	0
4	Investment	Nil	Nil
5	Losses	0	0

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	3		0
2	Building	3		15,534,902,632
3	Transport equipment	5		1,198,722,657
4	ICT Equipment	23		25,074,828
5	Furniture and fittings	0		474,000,000
6	Others	0		516,000,000
7	Office equipment	19		0
8	Medical equipment	0		0
9	Machinery	5		0

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	UPS	2
2	Old calculator	1
3	HP laptop	1
4	Monitor	2
5	CPU	5
6	Office curtain	2
7	Office phone	1
8	Coat hunger	1
9	Chairs	4
10	Wardrobe	2
11	Wheelbarrow	2
12	Paper shredder	1
13	Refrigerator	1
14	Internet switch (D-Link)	1
15	Water dispenser machine	1
16	Dell laptop	1
17	Security scanner	1
18	Sofa set from the reception	1
19	Office desks from several offices	1
20	Old generator	1
21	Head sets	1
22	Old office stamps ²³	8
23	Old tyres	1
24	Presidential photo portraits (H.E Yoweri Kaguta and H.E Salva Kiir Mayardit	3
25	Ceiling fan	1
26	Television set	1
27	Cupboard (TV Stand)	1

S/N	ITEM DESCRPTION	QUANTITY
28	UPS	1
29	Laptop	1
30	Piece of sofa chairs	1
31	Laptop	1
32	Executive Office chair	1
33	Obit fan	1
34	Wooden cabin	1
35	Metallic Cabin	1
36	Armored car 4 spare tires	4
37	CPU	1
38	Monitor	1
39	Keyboard	1
40	Dining Chairs	1
41	Obit fan	1
42	Mouse	1
43	Wooden table	2

STORES FINDINGS

- A continues independent department check on the stock balances has not been carried out during the year by an Officer other than the immediate stores in charge.
- The store accommodation is not adequate and the items are not stored in an efficient manner.

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy Juba	BOU	002290058400000	0	0	USD
2	Uganda Embassy Juba	KCB - Juba	5500152947	41193	0	USD
3	Uganda Embassy Juba	KCB - Juba	5501587912	471.65	0	USD
4	Uganda Embassy Juba	KCB - Juba	5500152017	36.71	300	USD

RECOMMENDATIONS

- There is a need for boarding off all the unserviceable items that have been recommended for disposal.
- There is need to ensure all assets are embossed /engraved to avoid the loss of some of them like the small portable items of value.
- Transferring items in congested areas to a more spacious and safety place.
- Digitalization of all documents including visa files would create space and for safety since the security in the country is uncertain.
- Need to be guided on the required period of time the hard copies of documents should be kept prior to their disposals.
- Provision of fireproof cabinets to ensure safety during fire outbreak, heavy rains and vandalism.

528 UGANDA EMBASSY IN UNITED ARAB EMIRATES, ABU DHABI

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The board recommended the disposal of Prado-cd 6147 and Mercedes Benz-CD 6209	The vehicles have been considered for board off during fy2024/2025	The vehicles are overdue for disposal. currently each vehicle has exceeded 450,000 kilometers and is no longer worth to be on the road. It is no longer economical to continue running the vehicles since the cost of routine repair and maintenance is too high.

ASSET FINDINGS

Findings

- The Embassy has majorly four categories of fixed assets which include; Light vehicles, Office Equipment, Other Machinery and Equipment, ICT Equipment, and Furniture & Fittings. The Assets are in good condition except four printers which are obsolete and two vehicles whose mileage has exceeded 450,000Km and the Embassy has continued to incur high costs in terms of repair and maintenance on them.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount(NBV/cost)	Extract B/S
1	Transport Equipment	6	347,911,066	347,911,066
2	ICT Equipment	45	16,739,869	16,739,869
3	Office Equipment	15	1,302,900	1,302,900
4	Machinery	35	Nil	Nil
5	Fixtures and Fittings	170	4,165,138	4,165,138

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Toyota Landcruiser Prado	CD 6147
2	Mercedez Benz E300	CD 6209
OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
1	Kyocera KM-3060	1
2	HP Deskjet Advantage 4625 Printer/Fax	1
3	HP Deskjet Advantage 5525 Printer	2

STORES FINDINGS

- i. The team inspected the stores in Abu Dhabi and Dubai. The stores mainly comprise of stationery items and are managed by the office administrators. The storage facilities are sufficient and well organized.
- ii. Inventory ledgers are maintained to keep record of the movement of the inventory balances.
- iii. The Embassy also carries out an annual stock count as at 30th June.

CASH AND BANK FINDINGS

- i. The Embassy has three bank accounts (Two Expenditure bank accounts held in USD and AED) and one bank account for Non-Tax Revenue held in AED. These bank accounts were fully reconciled as at 30th June 2024 and the cash book balances were equal to the bank statement balances.
- ii. These balances were further confirmed by the certificates of balances issued by Bank of Baroda as at 30th June 2024.
- iii. The bank reconciliation reports, certificate of balances and bank statements have been included in the appendices as required.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embassy of the Republic of Uganda	Bank of Baroda	90020200008916	29,635.54	29,635.54	AED
2	Embassy of the Republic of Uganda	Bank of Baroda	90020200008920	10,421.43	169.32	AED
3	Embassy of the Republic of Uganda	Bank of Baroda	90020200009013	63,531.80	63,531.80	USD

RECOMMENDATIONS

- i. It's no longer economical for the Embassy to continue using the two old vehicles; CD 6147 -Prado Land cruiser and CD 6209-Mercedes Benz since it spends a lot of funds on repairs and maintenance. These vehicles have also exceeded **450,000 km** and keep breaking down whenever deployed to the field. However, if disposed, the Embassy fleet reduces to two utility vehicles which are not sufficient to handle the protocol, and Economic and Commercial Diplomacy activities of the embassy.

PICTORIALS

Pictorial evidence of Items Purchased

During the Financial year 2023/2024, The Embassy purchased a light ICT equipment and office furniture



529 UGANDA EMBASSY IN BURUNDI, BUJUMBURA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Replacement of the remaining vehicles after the replacement of one of the three that were worn out.	Replacement funding sought, the mission is hopeful that funding will be approved for representational vehicle in FY 24/25.	Replacement to be done if funding is approved and funds are released.
2	Increase efficient utilization of the vast remaining space of the chancery land to build staff housing.	Funding sought. efforts to secure the funding to continue.	Constructing staff housing will afford the Government of Uganda significant savings in rents, while improving efficient use of available land.

ASSET FINDINGS

Findings

Nil

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings	0	Nil	Nil
2	Transport Equipment	0	Nil	Nil
3	ICT Equipment	0	Nil	Nil
4	Office Equipment	0	Nil	Nil
5	Machinery	0	Nil	Nil

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Utility Car / Representational Car Toyota Land cruiser Prado TX	CD 18 A 11
2	Representational Car Toyota Land cruiser Prado TX	18 CMD 01

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embassy of Uganda	Banque Commerciale du Burundi (BANCOBU) Commercial Bank	0017806-02-52	1,937,090	1937090	Burundian Francs (BIF)
2	Expenditure a/c	Banque de la République du Burundi (BRB) Central Bank of Burundi	3302/630	62.2	62.2	USD
3	Embassy of Uganda - Expenditure a/c	Bank of Uganda	00231005840000 0	0	0	USD
4	Embassy of Uganda in Burundi - Expenditure a/c	Banque de la République du Burundi (BRB) – Central Bank of Burundi	3302/676	100.3	100.3	USD
5	Embassy of Uganda - Revenue a/c	Banque de la République du Burundi (BRB) – Central Bank of Burundi	1199/164	2,461,182	2461182	Burundian Francs (BIF)

530 UGANDA CONSULATE IN CHINA, GUANGZHOU

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The board room walls should be repainted in order to look more well-kept	Not repainted	Upon consultation, the Consulate was informed that wall painting could only be done by the management of the building
2	The visa stickers in stock should be returned to Ministry of Internal Affairs or the Immigration Attaches at the Uganda Embassy Beijing	Not returned	During the FY, Consulate staff were trained by a team from Ministry of Internal affairs on the Visa issuance system so as to be able to issue visas at the Consulate.
3	The board room chairs are in a very poor state are recommended for boarding off and urgent replacement	Disposed off	New chairs procured

ASSET FINDINGS

Findings

- i. New assets were procured during the financial year. These included; conference chairs, office chairs, office table, reception sofas and a refrigerator among others.
- ii. Some of the newly purchased assets have not yet been engraved.
- iii. There has been commencement of construction works for the Chancery and official residence at the consulate plot.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	land	-	-	-
2	buildings	-	-	-
3	Transport Equipment	2	453,534,130	453,534,130
4	ICT Equipment	20	96,903,841	96,903,841
5	Office Equipment	17	17,302,718	17,302,718
6	Machinery	-	-	-
7	Furniture and Fittings	-	-	-

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
1	Coffee Machine	1

STORES FINDINGS

- i. Due to space limitations at the Chancery, the office space occupied by the Financial Attaché continues to be used as storage for stationery, consumables and promotional materials.

CASH AND BANK FINDINGS

- i. The survey entailed Bank and Cash balances of the three (3) accounts operated by the Consulate. The team ascertained that monthly reconciliation were done and cash-books properly updated and reconciled with their respective bank statements.

Table showing accounts reviewed by the board

S / N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Consulate in Guangzhou(Exp A/C)	Bank of China	69125 7759 269	2,174,045.49	2,174,045.49	USD
2	Uganda Consulate in Guangzhou (Exp A/C)	Bank of China	7159 5773 5820	69,257.85	69,257.85	RMB
3	Uganda Consulate in Guangzhou (NTR)	Bank of China	66136 109 6678	313.18	313.18	RMB

RECOMMENDATIONS

- i. All newly purchased assets should be engraved.
- ii. Stock taking of all Consulate assets should be done more often i.e. monthly
- iii. A progress report for the project of construction of the Chancery and Official residence should be prepared monthly.
- iv. The cameras at the Mission are worn out and require replacing.

PICTORIALS



Board of Survey Entry Meeting in the Consulate Board room



Ongoing construction of the Chancery and official residence



ANNEX III- Plot of Land, Plot No. D8 Yi Zhou Rd

531 UGANDA EMBASSY IN TURKEY, ANKARA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Disposal of Mercedes Benz Viano 2.2 06CD3421 due to frequent breakdowns and expensive maintenance	Vehicle was disposed of	Closed

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings			
2	Transport equipment	4		1,196,836,042
3	ICT equipment	8		15,891,286
4	Office equipment			
5	Machinery	13		

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
01	Television & remote	5
02	Laptop	1
03	Computer set	4
04	LG CCTV Monitor & remote control	1
05	CCTV recorder	2
06	Monitor	1

STORES FINDINGS**CASH AND BANK FINDINGS****Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Cumhuriyeti Büyükelçiligi		TR39 0006 4000 0024 2340 4283 47	287,638.59	287,638.59	USD
2	Uganda Cumhuriyeti Büyükelçiligi		TR58 0006 4000 0014 2340 3982 31	373.376,41	373.376,41	TL
3	Uganda Cumhuriyeti Büyükelçiligi		TR78 0006 4000 0014 2340 4026 24	131.126,87	131.126,87	TL

532 UGANDA EMBASSY IN SOMALIA, MOGADISHU

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Kitchen Fittings (Oven and Storage Drawers)	No Funds, No Action taken	Accountant General yet to boost Development Budget for Mission
2	Furniture (12 Dinning Chairs)	No Funds, No Action taken	Funds Awaited
3	Metal Detector	No Funds, No Action taken	Funds Awaited
4	Regular Inspection of Stores	Done once in a Month	Members need Overtime Allowances which not in Budget
5	Proof of Ownership	Tagging or Engraving	No Service Providers in Somalia

ASSET FINDINGS

Findings

- i. An Asset register is maintained in word format.
- ii. All Assets are not engraved because the Embassy cannot get access to service providers due to insecurity in the country.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land	1	-	-
2	Buildings	2	-	-
3	Transport equipment	2	-	-
4	ICT Equipment	11	-	-
5	Office Equipment	18	-	-
6	Machinery	4	-	-

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	QUANTITY
1	Desk-Top Computer Core 13	
2	Gas Cooker	1
3	HP. LaserJet Printer 1536	1
4	King Max Grass Cutter	1
5	Rheem Air conditioner	4
6	Super general A/C	1
7	Mini-freezer Omega	1
8	Dell keyboard	2
9	Monitor	1
10	UPS	1
11	Desk top PC	2
12	Samsung flat screen	1

STORES FINDINGS

- i. The store accommodation is adequate.
- ii. The condition of the store is good but requires ardent supervision due to rusts caused by salts/corrosive effects of weather condition in Mogadishu.
- iii. The items are stored in an efficient manner.

CASH AND BANK FINDINGS**Table showing accounts reviewed by the board**

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Mission to Somalia		002340058400000	0	0	USD

RECOMMENDATIONS

- i. With funds permitting; we request to supplement Mission Development Budget to cover the assets that have been declared for disposal as in current and previous report.

533 UGANDA EMBASSY IN MALAYSIA, KUALA LUMPUR

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Hp Desktop Computer UHC-KL/CH-COM/001 to be disposed in FY 2023/24	Replaced	New HP all in one purchased
2	Hp Desktop Computer UHC-KL/CH-COM/003 to be disposed in FY 2023/2024	No action taken	Old machine that should be replaced in FY 2024/2025
3	Hp Desktop Computer UHC-KL/CH-COM/008 recommended for disposal	Disposed 13/05/2024	To be replaced in FY 2024/2025
4	HP Printer UHC-KL/CH-COM/007 recommended for disposal	No action taken	To be disposed in FY 2024/2025
5	HP envy Laptop UHC-CH-PRO/124	No action taken	To be replaced in FY 2024/25
6	King-size Bed frame UHC-KL/RES-FUR/010 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
7	Bedside Drawers UHC-KL/RES-FUR/011 & 012 to be disposed in FY 2023/24	Disposed 13/05/2024	Created enough space in the storage room
8	King-size mattress recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
9	Pillows recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
10	Laundry bags (04) recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
11	Duvet sets recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
12	Coffee Table UHC-KL/RES-FUR/011 & 014 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
13	Side Tables UHC-KL/RES-FUR/010, 012, 013, 015 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
14	L-Shaped Sofa (2+2+1) UHC-KL/RES-FUR/017 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
15	Bedside table UHC-KL/RES-FUR/021 & 022 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
16	Queen size bed UHC-KL/RES-FUR/023 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
17	Super Single Bed UHC-KL/RES-FUR/024 & 025 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
18	Bathing towels recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
19	Bolster pillows recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
20	Coffee Table UHC-KL/RES-FUR/032 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
21	Side Tables UHC-KL/RES-FUR/033 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
22	Sofa set (3+2+1) UHC-KL/RES-FUR/034 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
23	Carpets recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
24	Side tables UHC-KL/RES-FUR/031 & 040 & 042 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
25	Coffee table UHC-KL/RES-FUR/041 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
26	Dining chairs UHC-KL/RES-FUR/045,046,047,048,049,050,051,052,053,054,055 & 056 recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
27	Bark cloth table mats recommended for disposal	Disposed 13/05/2024	Created enough space in the storage room
28	Executive Chair UHC-KL/CH-FUR/003	No action taken	To be disposed in FY 24/25
29	Laptop/Lenovo UHC-KL/CH-PRO/118	No action taken	To be disposed in FY 24/25
30	Executive Office Chair UHC-KL/CH-FUR/006, 009,031,016,018,020,019 & 082	No action taken	To be disposed in FY 24/25
31	Paper Shredder UHC-KL/CH-PRO/076	Disposed 13/05/2024	Created enough space in the storage room
32	Small Canon Printer UHC-KL/CH-PRO/081	Disposed 13/05/2024	Created enough space in the storage room
33	Small HP Printer UCH-KL/CH-PRO/007	Disposed 13/05/2024	Created enough space in the storage room
34	Vacuum Cleaner (Philips) UHC-KL/CH-PRO/034	Disposed 13/05/2024	Created enough space in the storage room
35	Book Shelf UHC-KL/RES-FUR/004 & 005	Disposed 13/05/2024	Created enough space in the storage room
36	CD Shelf UHC-KL/RES-FUR/006 & 007	Disposed 13/05/2024	Created enough space in the storage room
37	LG TV Screen UHC-KL/CH-PRO/042,043 & 048	Only one was disposed	Two to be disposed in FY 24/25
38	Samsung DVD Player UHC-KL/CH-PRO/049 & 050	Disposed 13/05/2024	Created enough space in the storage room
39	Dining Table Ref No. UHC-KL/RES-FUR/044	Disposed 13/05/2024	Created enough space in the storage room
40	Bar Stool Ref No. UHC-KL/RES-FUR/057,058,059,060,061 & 062	Disposed 13/05/2024	Created enough space in the storage room

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
41	Ironing Board UHC-KL/RES-FUR/090	Disposed 13/05/2024	Created enough space in the storage room
42	Bark Cloth Table Mats	Disposed 13/05/2024	Created enough space in the storage room
43	Frying Pans	Disposed 13/05/2024	Created enough space in the storage room
44	Juicer	Disposed 13/05/2024	Created enough space in the storage room
45	Bread Toaster	Disposed 13/05/2024	Created enough space in the storage room
46	Drying Rack for Clothes	Disposed 13/05/2024	Created enough space in the storage room
47	Table Cloth	Disposed 13/05/2024	Created enough space in the storage room

ASSET FINDINGS

Findings

- i. **Fixed Assets:** The mission's asset database includes all fixed assets, such as office furniture, IT equipment, and vehicles. The database was cross-checked with the physical assets and found to be accurate.
- ii. **Asset Tagging:** Each asset is tagged and recorded with its unique identification number, except a few furniture that had just been delivered. The tagging system is effective in preventing loss and ensuring accountability.

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Transport equipment	3	1411,414,797	1411,414,797
2	ICT equipment	21	61,337,765	61,337,765
3	Office equipment	2	80,000,000	80,000,000
4	Machinery	1	162,091,962	162,091,962

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
1	Executive office chair	1
2	Steel Filling Cabinet 4 drawer	1
3	Movable drawer	2
4	Ergonomic office chairs	2
5	Dell Laptop 14"	1
6	HP Desktop Computer	2
7	Board Partitioner	1
8	Tea cups small size	1
9	Coffee cups big size	1
10	Saucers	1
11	Flasks	1
12	Canon Printer	1
13	Display shelves	1

STORES FINDINGS

- i. **Stock of Stationery and Office Supplies:** The inventory of stationery and office supplies was physically verified. The records in the stores' ledger match the actual quantities found during the survey. However, it was observed that some items are nearing the reorder level, necessitating prompt procurement to avoid stock-outs.
- ii. **Furniture and Equipment:** All furniture and equipment in the High Commission were inspected and some were found to be in good working condition and other were poor and due for disposal. The inventory records are up-to-date and correspond with the physical items available.

CASH AND BANK FINDINGS

- i. **Cash Balances:** The cash held in the mission's safe was verified against the cash book records. The actual cash balance as of 30th June 2024 was UGX 15,976, which is consistent with the documented records.
- ii. **Bank Balances:** The bank balances were verified through bank statements obtained directly from Maybank Berhad as of 30th June 2024, the bank balance was UGX 11,012,429, of which UGX 10,698,983 is NTR Account and UGX 313,446 is Expenditure Account which reconciles with the mission's cashbook. No discrepancies were found.

Table showing accounts reviewed by the board

S/ N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda High Commission Kuala Lumpur	Maybank	512679317747	398.68	398.68	MYR
2	Uganda High Commission Kuala Lumpur	Maybank	512679318451	13,608.29	13,608.29	MYR

RECOMMENDATIONS

- i. **Timely Funds Transfer:** It is recommended that the Ministry ensures the timely transfer of funds to the Mission to avoid disruptions in operations.
- ii. **Asset Replacement Plan:** Develop a phased plan for the replacement of aging assets, particularly IT equipment, furniture, and vehicles to ensure continued service delivery.
- iii. **Continuous Monitoring:** Strengthen the continuous monitoring of stores inventory to prevent shortages of critical supplies.

PICTORIALS



Mission vehicles: Mercedes Benz Reg. No. 116-01-DC, Toyota 10-Seater Van Reg. No. 116-101-DC, Toyota 14-Seater Van Reg. No. 116-102-DC



Head of Mission Office

534 UGANDA CONSULATE IN KENYA, MOMBASA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Obsolete items as attached should be disposed of to minimise congestion and damage of items	Disposal process initiate on 11 th December 2023 assets disposed of through different disposal methods	Disposal process completed

ASSET FINDINGS

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	1	1,551,688
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and Buildings	-	5,659,319,541	5,659,319,541
2	Transport Equipment	3	635,154,864	635,154,864
3	ICT Equipment	43	-	-
4	Office Equipment	4	-	-
5	Machinery	30	223,774,866	223,774,866
5	Furniture and Fittings	-	920,764,012	920,764,012

List of unserviceable items recommended for disposal

S/N	ITEM DESCRPTION	QUANTITY
1.	HP desktop computer and CPU	1
2.	Desk	10
3.	Big stamping machine	1
4.	Wall hanging	1
5.	Flower vessel	2
6.	Office chair	3
7.	Samsang43" television	1
8.	Samsung air conditioner with remote	1
9.	Metallic cabinet	1
10.	Printer	2
11.	Paper tray	1
12.	Paper shredder	1
13.	Projector	1

S/N	ITEM DESCRIPTION	QUANTITY
14.	Wooden side table	1
15.	Transcend hard drive	1
16.	Dell vostro PC and CPU	3
17.	HP PC and CPU	1
18.	TV stand on security monitor screen	1
19.	Cabinet	1
20.	Wall clock	1
21.	Kettle	1
22.	Vacuum cleaner	1
23.	Gsm units	1
24.	Router cabinet	1
25.	Router 3 aerals	1
26.	Power stabilising unit-APC	1
27.	Navision server	1
28.	Dell pc and CPU	2
29.	CCTV camera	1
30.	Horse pipe	1
31.	3-seater chair	1
32.	Air conditioner with remote	1

STORES FINDINGS

- i. The store accommodation is inadequate.
- ii. The condition of the store is good and the items are stored in an efficient manner.
- iii. There are excessive obsolete stocks.

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Consulate Mombasa	Stanbic Bank	100003590962	5.35	5.35	KSH
2	Uganda Consulate Mombasa	Stanbic Bank	100003590978	11.34	11.34	KSH
3	Uganda Consulate Mombasa	Stanbic Bank	100004567891	3,925.05	3,925.05	KSH

535 UGANDA EMBASSY IN ALGERIA, ALGIERS

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Several Items recommended for disposal should be disposed	No action taken	work in progress

ASSET FINDINGS

Findings

Other Findings

S/N	Item	Units	Amounts
1	Payables	NIL	NIL
2	Receivables	NIL	NIL
3	Subversion	NIL	NIL
4	Investment	NIL	NIL
5	Losses	NIL	NIL

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings	0		0
2	Transport equipment	3		3
3	Machinery	15		-
4	Office Equipment	9		54
5	ICT equipment	49		39
6	Furniture and Fittings	-		104

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Mercedes Benz S350	NA
2	Toyota Prado	NA
OTHER ITEMS		
S/N	ITEM DESCRPTION	QUANTITY
1	Computer Set	2
2	Printer	14
3	Heavy duty printer	1
4	Computer	1
5	Office Table	1
6	Server	1
7	Refrigerator	1

STORES FINDINGS

- i. A continuous independent departmental check on the stock balances has been carried out during the year.
- ii. The store accommodation is adequate and in good condition.
- iii. The items are stored in an efficient manner.

CASH AND BANK FINDINGS

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Ambassade De L Ouganda	Societe Generale Algerie	021-00008-1212001340-34	22,543.14	0	EUROS
2	Ambassade De L Ouganda	Societe Generale Algerie	021-00008-1171100389-21	3,026.64	0	DZD

536 UGANDA EMBASSY IN QATAR, DOHA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	The mission should engrave all the assets	Done	
2	There is to expand the CCTV cameras covers at the Chancery to capture outside the gate.	Not done	
3	There is need to sure a small server room as recommended during the last report where to keep the mission server and other critical networking gargets for the cold room.	Not Done	The space is not enough at the Chancery
4	There is need to deploy security guard to improve on the security at the Chancery	Not Done	There is need of more three security guards
5.	There is need to put shelves in the store room as recommend in the last report where consumables can be bought and kept.	Not done	The space is not enough at the Chancery.

ASSET FINDINGS

Findings

- i. Majority of the Mission Assets are in good condition from these that are attached in the list of unserviceable items. The Assets Register is up to date, well maintained in excel and assets all engraved. There are no losses for cash of Assets that was recorded

Other Findings

S/N	Item	Units	Amounts
1	Payables	0	0
2	Receivables	0	0
3	Subversion	1	0
4	Investment	0	0
5	Losses	0	0

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Transport Equipment	01		347,148,198.31
2	Office Equipment	01		12,360,000
3	ICT Equipment	16		75,474,836
4	Machinery	09		269,454,538
5	Furniture and Fittings	-		212,265,432

List of unserviceable items recommended for disposal

S/N	ITEM DESCRIPTION	REG.NO/TAG No
1	Chevrolet Tahoe	208-02
OTHER ITEMS		
S/N	ITEM DESCRIPTION	QUANTITY
1.	Electric kettle	1
2	Coffee tables	1
3	Desk	1
4	Desk Extension	1
5	Rolling Chair	1
6	Coffee table big	1
7	TCL TV 55	1
8	Office chairs	1
9	Medium sized mattress	1
10	Blankets	1
11	Portrait	1
12	Tea Trolley	1
13	Wooden TV stand	1
14	Flag poles	1
15	White and light blue Philips flat iron	1
16	Small white sideboard	1
17	Yellow Vacuum cleaner	1
18	Pillow Orange	1
19	Door Mat (white)	1
20	4* 6 bed(brown)	1
21	Duvet (white and black)	1
22	White & green side bed lamps	1
23	6*6 brown bed	1

STORES FINDINGS

- i. The team established that the storage space is now utilized at the moment. The consumables are procured, kept in the store and distributed to the different users/ departments when need arises.

CASH AND BANK FINDINGS

- i. The missions maintains four bank accounts.
- ii. The team reviewed and verified the cash and bank balances as at 30th June, 2024.
- iii. The team observed that these accounts were correctly reconciled as per the guild line in respect to the treasury accounting instructions on cash.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Uganda Embassy	QNB	0013194362053	1575.37	1575.37	USD
2	Uganda Embassy	QNB	0013194362052	231.94	231.94	USD
3	Uganda Embassy	QNB	0013194362002	15.42	15.42	QAR
4	Uganda Embassy	QNB	0013194362001	7907.00	7907.00	QAR

RECOMMENDATIONS

- i. There is need to deploy more three security guards to improve on the security, one at the chancery and two at the Official Residence.
- ii. There is need of more rooms at the Chancery to cater for the store where consumables can be bought and kept. More so, the mission server and other critical networking gargets which need cold atmosphere as recommended during the last report.
- iii. There is also need to provide the Embassy with funds to buy a new utility vehicle. The old one has become a liability to the Embassy with frequent breakdown serious encroaching on the small budget in terms of garage services and most of the time affecting the smooth flow of Embassy activities.

537 UGANDA EMBASSY IN CUBA, HAVANA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1			

ASSET FINDINGS

Findings

- i. The Chancery and Official residence still need more furniture and equipment.
- ii. The team also observed that the Embassy has some assets that are not engraved.
- iii. The embassy has a number of assets at chancery and official residents, these assets include; motor vehicles, furniture and fittings, ICT equipment and generators.
- iv. The embassy assets are well documented in the asset registers that are held at the different offices which form embassy's assets register.

Other Findings

S/N	Item	Units	Amounts
1	Payables	0	0
2	Receivables	0	0
3	Subversion	0	0
4	Investment	0	0
5	Losses	0	0

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1				
2				
3				

STORES FINDINGS

- i. The store was inspected and the store balances agree with ledger balances.
- ii. The stores person carry out a quarterly check on the stores during the financial year.

CASH AND BANK FINDINGS

- i. The Embassy maintains 3 bank accounts of which one is with Bank of Uganda and the other 2 are held in Havana that's USD and EUR.
- ii. Bank reconciliations were carried out, verified and reconciliation statements are attached.
- iii. The Mission transacts on cash basis due to sanction in Cuba.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embassy of Uganda Habana-Cuba	Bank of Uganda	017610058400001	0.00	0.00	USD
2	Embassy of Uganda Habana	International Financial Bank	0300000006227033	1,699.39	1,699.39	USD
3	Embassy of Uganda Habana	International Financial Bank	0300000006227144	3,242.21	3,242.21	EUR

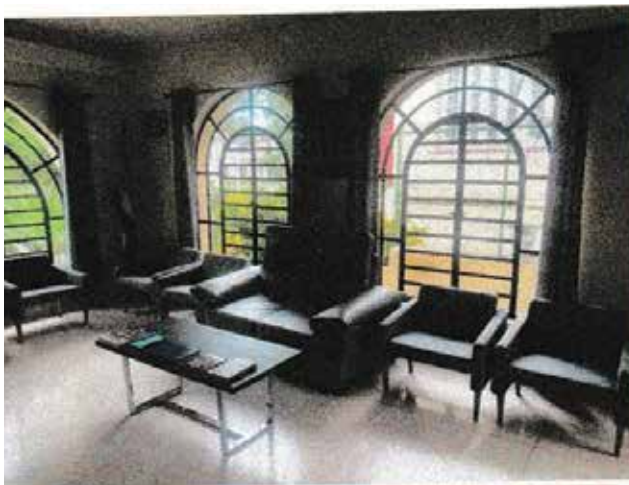
RECOMMENDATIONS

- i. More storage space should be availed to reduce on the store congestion.
- ii. The Embassy should ensure that all assets are engraved.
- iii. The Embassy should source for additional to fully equip and furnish the Chancery.

PICTORIALS



Some of Ministry Vehicles



538 UGANDA EMBASSY IN ANGOLA, LUANDA

Follow up on Previous Recommendations

S/N	Previous Recommendation(s)	Action Taken & Date	Remarks
1	Nil	Nil	Nil

ASSET FINDINGS

Findings

- i. The entity has an updated asset register in place at the time of carrying out the survey.
- ii. The team inspected assets at the entity and found them in good condition.
- iii. The assets held by the entity are well engraved
- iv. The vehicles are well maintained

Other Findings

S/N	Item	Units	Amounts
1	Payables	Nil	Nil
2	Receivables	Nil	Nil
3	Subversion	Nil	Nil
4	Investment	Nil	Nil
5	Losses	Nil	Nil

Summary of Assets

S/N	Item	Units	Asset register amount (NBV/cost)	Extract B/S
1	Land and buildings	Nil	Nil	Nil
2	Transport equipment's	2	Nil	Nil
3	ICT Equipment	16	39 085 310	39 085 310
4	Office equipment's	Nil	Nil	Nil
5	Furniture and fittings	Nil	Nil	Nil
6	Machinery	Nil	Nil	Nil

STORES FINDINGS

The team inspected the main store which is the only store at the entity to ascertain their physical condition and existence, and below are the findings.

- i. The team observed that the store mainly has stationery and general supplies.
- ii. The inventory in the stores is well organized and spaced.

CASH AND BANK FINDINGS

- i. The survey entailed cash and bank balances of four Bank accounts held by the Embassy of Uganda in Luanda as at 30th June 2024.
- ii. The Board of Survey Team verified Bank balance, cash at hand, and reconciliation for the accounts held by the vote. This was done by closely analyzing the reconciled cashbook balances against bank balances.

Table showing accounts reviewed by the board

S/N	Bank Account Name	Bank Name	Account Number	Bank Balance	Cash Book Balance	CUR
1	Embaixada do Uganda EM Angola	Banco de Fomento Angola	26326818230001	338,434.89	338,434.89	AKZ
2	Embaixada do Uganda EM Angola	Banco de Fomento Angola	26326818231001	684.89	684.89	USD
3	Embaixada do Uganda EM Angola	Banco de Fomento Angola	26326818231001	782.25	782.25	USD
4	Embassy of Uganda, Luanda, Angola	Bank of Uganda	017620058400001	0	0	USD

RECOMMENDATIONS

- i. Although most of the assets were engraved, there are still a few that need to be engraved.

PICTORIALS



Vehicles

APPENDIX 1 – NON-SUBMISSION

No.	VOTE No.	VOTE NAME
1	501	Uganda Mission at the United Nations, New York
2	519	Uganda Embassy in Italy, Rome



FOR MORE INFORMATION PLEASE CONTACT US

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