

ANNEX

	AUDIT REPORT	CONCLUSIONS/RECOMMENDATIONS
1	Debt Recovery	Business Support has documented procedures for recovering outstanding debts. Efforts should be made to ensure that these are adhered to by all Directorate staff. It was also agreed that an external debt recovery agent should be employed to help with the collection of these debts. A Monthly Aged Debt report is to be produced and this will also form part of the Directorate's Performance Indicators. Since the Audit Report all efforts have been made to follow the recommendations of the report but the installation of a new corporate Accounts Receivable system has caused some delays and problems.
2	DSO Stores	The audit showed that action had taken place to rectify weaknesses identified on a previous audit and on the whole systems were operating effectively. It was agreed that the guidelines of the Financial Regulations should be adhered to and in future quotations for supplies from 3 sources should be obtained.