

Sikeli N. Baleisuva

From: Irimaia V. K. Rokosawa
Sent: Wednesday, 1 June 2016 2:57 p.m.
To: FMIS - Accounting Heads; FMIS - Users
Cc: FMIS / FMR - Staff
Subject: Write Off

Bula Colleagues

Please kindly note that the Honorable Minister for Finance has **approved** the 2015 Write Off. Kindly note this will change your closing GL balance for 2015 balance sheet, only for those allocations that were submitted for write off.

Kindly note that FMIS can email the listing of your allocations that will be written off today.

Please kindly request the listing for your Ministry to verify your allocation.

Vinaka

A/D FMIS

This email is intended only for the use of the addressee. It may contain confidential or legally privileged information. If you are not intended recipient, please note that any use or dissemination of this communication is prohibited and no confidentiality rights are hereby waived. The contents of this email, unless expressly stated, do not comprise the views of, or any representation by the MINISTRY OF FINANCE OR THE GOVERNMENT OF FIJI.

Acct 4-30351-30999-540201 Type 1 Status A
 Desc TMA DOMINION CASH WBC SUVA Fiscal set A Year 2015
 Currency FJD Curn type S DR/CR Code More -

View totals N (Y or N) Net change 1,062,051.42-

Per/Yr	Journal	Amount	JOURNAL DESCRIPTION
12/2015	AR9392	786.90	PAYMENT JOURNAL
12/2015	AR9411	280.95	PAYMENT JOURNAL
12/2015	AR9413	809.50	PAYMENT JOURNAL
12/2015	AR9415	249.95	PAYMENT JOURNAL
12/2015	AR9427	218.40	PAYMENT JOURNAL
12/2015	AR9432	319.85	PAYMENT JOURNAL
12/2015	WOFF15	255,813.11-	WRITE OFF AS PER MF APPROVAL
		0	
		0	
		0	
		0	
		0	

Last page for period 14 display (G67123)

Tuesday, May 9, 2017

MINISTRY OF AGRICULTURE



Ministry of Agriculture
Robinson Complex
Private Mail Bag,
Raiwaqa,
Suva,
Republic of the Fiji Islands.

Phone: (679) 338 3155 / 338 4233
Fax: (679) 338 5234
Helpdesk: (679) 338 3583
Email: agrihelp@govnet.gov.fj
Website: www.agriculture.org.fj
Facebook: Department Of Agriculture Fiji



Memorandum

From : Permanent Secretary for Agriculture
To : Permanent Secretary for Finance
File Ref.: 33/1
Date : 10/12/2015
Subject: REQUEST FOR WRITE-OFF - DOMINION CASH TMA
ACCOUNT PREVIOUS YEAR BALANCES

The TMA account for the Ministry has not been reconciled properly over the previous years due to unsubstantiated amount and some of the reason of this are:

- Misposting of allocations
- Reconciliation not carried out in a timely and correct manner
- AP process not completed
- staff responsible in those years did not emphasis the importance and reconciliation and payment from correct allocation
- lack of understanding of how TMA operated by officers reconciling the account.

The Ministry has now put in place measures that will ensure correct reconciliation is carried out and payment from TMA account is made only from Dominion Cash TMA and revenue collected for TMA is posted to the right TMA allocation

However the unsubstantiated balances from previous years has been subject to quires from the Office of the Auditor General and which over the years the Ministry is unable to reconcile.

It is my humble request if the following amount from the TMA account be written off:

<u>Allocation</u>	<u>Description</u>	<u>Amount</u>
4305130999540201	Dominion Cash TMA	255,813.11
Total		\$255,813.11

Submitted for your kind approval.

.....
Uraia Waibuta (Mr.)

Permanent Secretary for Agriculture

CC: Chief Accountant
Director FMIS