

**MINISTRY OF RURAL & MARITIME DEVELOPMENT AND NATIONAL DISASTER MANAGEMENT -  
RESPONSES TO THE AUDIT QUERIES FOR FINANCIAL PERIOD 1<sup>ST</sup> JAN TO 31<sup>ST</sup> JULY 2016**

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**SPECIAL AUDIT TROPICAL CYCLONE WINSTON - CENTRAL DIVISION**

<b>NO.</b>	<b>FINDINGS/QUERIES</b>	<b>AUDIT RECOMMENDATIONS</b>	<b>MINISTRY'S RESPONSE</b>	<b>ACTIONS TAKEN /IMPLEMENTED/IMPROVEMENTS</b>
<b>18.17.1</b>  <b>Page 33</b>	<p><b>Reconciliation.</b></p> <p>The audit noted that although details of the delivery note or delivery sheet were recorded in an MS Excel spread sheet in the Division EOC, no officer in the Centre was designated to actually reconcile the items that were released from the Warehouse to the items that were received by the victims or their representatives.</p> <p>Officer in charge did not raise if the differences were noted between what was released from the warehouse and what was received by the victims or their reps.</p>	<p><b>Recommendations.</b></p> <ul style="list-style-type: none"> <li>The Division EOC should delegate an officer to reconcile the items that have been distributed from the Warehouse and the items that have been received by the victims.</li> </ul>	<p><b>Response:</b></p> <ul style="list-style-type: none"> <li>Due to the outbreak in the Division, they were tasked to attend to this issue from the Controller urgently.</li> <li>Time limitation was not favourable and with very limited resources and demand to maintain the outbreak the task was inconsistent.</li> </ul>	<p><b>Actions Taken:</b></p> <ul style="list-style-type: none"> <li>DEOC will delegate officers in the next DISMAC operation to reconcile items that have been distributed from the warehouse to the recipients daily.</li> <li>The Delivery Dockets/Invoices will be used as a means of reconciliation and Management will be advised accordingly.</li> </ul>