

# MINISTRY OF JUSTICE AND COMMUNITY SERVICES

## INTRODUCTION

The Ministry of Justice and Community Services (MJCS) was established in 2006 as a small Ministry with a small portfolio but over the years the portfolio has grown and currently MJCS is responsible for a large and diverse portfolio as follows: Judiciary and Judicial Service Commission; the Land Tribunal; the Ombudsman; Correctional Services Department; Public Prosecutor; Department of Women Affairs; the Public Solicitor; Malvatumauri National Council of Chiefs; Convention on the Rights of the Child (CRC); Convention on the Rights of Persons with Disability (CRPD); the Law Reform Commission; and Convention on the Elimination of all forms of Discrimination Against Women (CEDAW).

This is the Expenditure Report for Quarter One of 2018 for the Ministry of Justice and Community Services.

## SUMMARY OF KEY FINDINGS

Area	Finding
<b>Budget Management and Planning</b>	Analysis shows that the Ministry of Justice and Community Services (MOJCS) had an allocated 2018 annual budget of VT 428,866,577. The Ministry had already spent 23.3 percent of the annual budget and with that current rate of spending, it is most likely that the Ministry will be spending within the budget by the end of the year.
<b>Activity and Cost Centre Management and Planning</b>	The Cabinet (Cost center 07) budget was overspent by 48.1 percent of its first quarter budget or by VT 5.8 million. The Department of Women's Affairs (Cost center 08) budget was overspent by 30.7 percent of its first quarter budget or by VT 2.3 million. The Department of Correctional Services (Cost center 250) budget was underspent by 12.3 percent or by around VT 6.7 million. The Corporate Service Unit (Cost center 300) budget was underspent by 8.5 percent or by VT 1 million. The Customary Land Management Office (Cost center 840) budget was underspent by 3 percent or by VT 294,486. The Vanuatu Law Commission (Cost center 850) budget was underspent by 24.4 percent or by around VT 1 million.
<b>Payroll Budget Management and Planning</b>	The first quarter budget for payroll for 2018 was VT 77,978,206 and total expenditure was VT 69,118,385. The Ministry had underspent on its payroll budget by 11.4 percent or by VT 8.9 million in the first quarter of the year.
<b>Operation Budget Management and Planning</b>	The first quarter budget for operation for 2018 was VT 23,046,303 and total expenditure was VT 30,872,214. The Ministry had overspent on its operation budget by 34 percent or by VT 7.8 million in the first quarter of the year.
<b>Detailed Charts of Accounts In Payroll Expenditure Management and Planning</b>	<p>Total expenses of unbudgeted items for the first quarter of 2018 was VT 15.2 million. This is about VT 2.2 million more than the first quarter of 2017. Major unbudgeted expense items were from permanent wages VT 5.4 million, contract wages VT 4.5 million, leave expenses VT 3.3 million, acting allowances VT 919,753, provident fund VT 699,492 and gratuity allowance VT 329,315.</p> <p>The total underspent for the first quarter of 2018 was VT 11.7 million. This is about VT 2.9 million less than in 2017 in the same period. Major underspent</p>

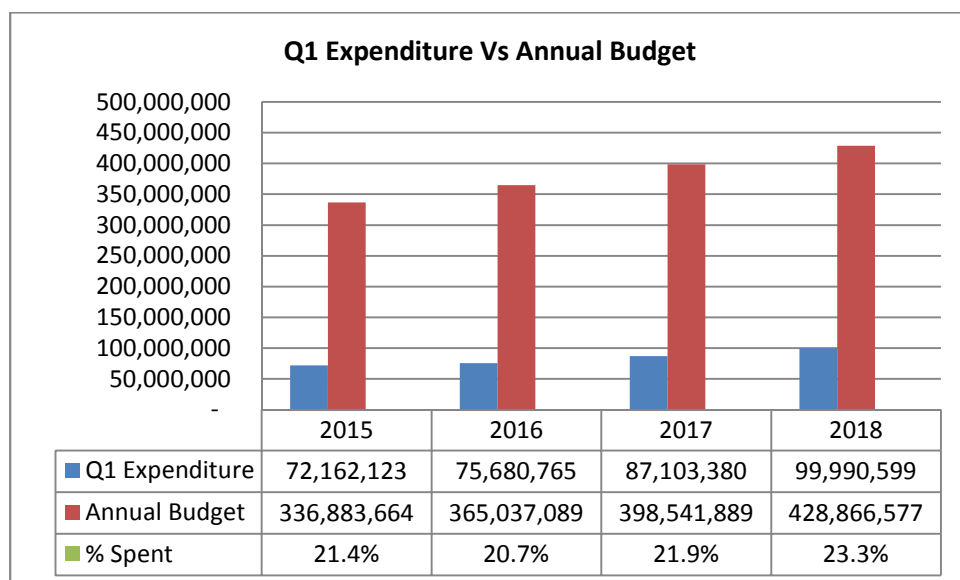
	expense items were from housing allowances VT8.8 million and family allowances VT 8.8 million.
<b>Detailed Chart of Accounts in Operation Expenditure Management and Planning</b>	<p>Total expenses of unbudgeted items in the first quarter of 2018 was VT 13.2 million. This is a about VT 2.2 million more than in 2017 in the same period. Major unbudgeted expense items were from consultants fees VT 2.9 million, building renovation VT 2 million, local travel VT 1.5 million, uniform VT 1.3 million, VAT VT 903,666, official entertainment VT 855,350, subsistence allowances VT 587,892, equipment –computer VT 587,892 and vehicles repairs VT 435,510.</p> <p>Total underspent in the first quarter of 2018 was VT 6.6 million. This is about VT 3 million more that in 2017 in the same period. Major underspent expense items were electricity VT 1.6 million, office rental VT 1.6 million, incidental VT 555,970 and vehicle fuel VT 468,181.</p>
<b>Current Revenue Planning and Management</b>	The Ministry did not budget nor collect any revenue in this quarter or in the past three years in the same period.
<b>Asset Management</b>	The Ministry does not check their assets status before prepraring budgets therefore most of the asset chart of accounts were overspent to a total of VT 1.7 million in the first quarter of the year.
<b>Virements</b>	There was a total of 4 virements processed in the first quarter of 2018 with a value of VT 1.8 million compared to 3 virements with a value of VT3 million in the same period in 2017.
<b>Imprest Management</b>	At the end of the first quarter of 2018, the Ministry had a total of VT 1.9 outstanding imprest to reitre.

## 1. BUDGET PERFORMANCE

### 1.1 Overall Budget Management and Planning

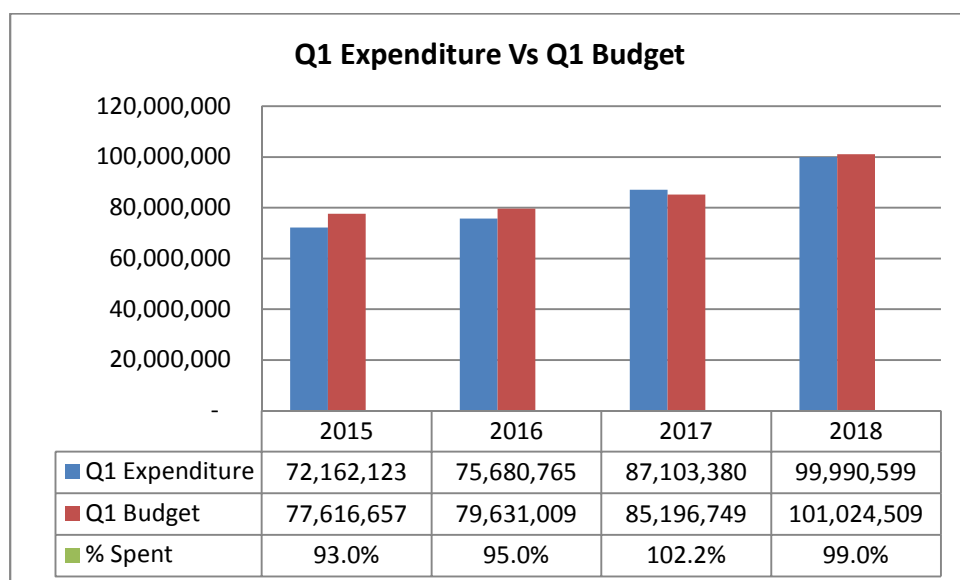
Analysis shows that the Ministry of Justice and Community Services (MOJCS) had an allocated 2018 annual budget of VT 428,866,577. The Ministry had already spent 23.3 percent of the annual budget and with that current rate of spending, it is most likely that the Ministry will be spending within the budget the end of the year.

Figure 1: Expenditure Vs Budget



The above graph shows the expenditures in quarter one against the annual budget for 2018 and the past three years in the same period.

Figure 2: Quarter one Expenses Vs Quarter one Budget



The graph above shows the expenditures in the first quarter against the first quarter budget allocations for 2018 and the past three years in the same period.

## 1.2 Activity and Cost center management and planning

The Cabinet (Cost center 07) budget was overspent by 48.1 percent of its first quarter budget or by VT 5.8 million. The Cabinet had already spent 33.8 percent of its annual budget and with that current rate of spending, it is most likely that the Department will overspent its budget by the end of the year. The contributing factor to the overspending is the Cabinet high payroll expenses. Extra funding will be appropriated and injected later in the year to correct this overspending.

The Department of Women's Affairs (Cost center 08) budget was overspent by 30.7 percent of its first quarter budget or by VT 2.3 million. This significant overspent was due to building repairs that was not budgeted for. This cost center had already spent 34.8 percent of its annual budget and with that current rate of spending, it is most likely that it will overspent its budget by the end of the year.

The Department of Correctional Services (Cost center 250) budget was underspent by 12.3 percent or by around VT 6.7 million. The Department had already spent 20.6 percent of its annual budget and with that current rate of spending, it is most likely that the Department will underspent its budget by the end of the year.

The Corporate Service Unit (Cost center 300) budget was underspent by 8.5 percent or by VT1 million. The Unit had already spent 21 percent of its annual budget and with that current rate of spending, it is most likely that the Unit will underspent its budget by the end of the year.

The Customary Land Management Office (Cost center 840) budget was underspent by 3 percent or by VT294,486. The Office had already spent 22.9 percent of its annual budget and with the current rate of spending, it is most likely that the Office will be able to spend within its budget by the end of the year.

The Vanuatu Law Commission (Cost center 850) budget was underspent by 24.4 percent or by around VT 1 million. The Commission had already spent 17.5 percent of its annual budget and with that current of spending, it is most likely that the Commission will not use up all its budget by the end of the year.

**Table1: Cost centers budget and expenditures**

Account	Description	Actual	Commitment	Total	Budget	Under/(Over)
07AA	Cabinet Operations					
	Personnel Expenses	11,960,930	-	11,960,930	12,250,930	290,000
	Operating Expenses	4,097,708	1,793,509	5,891,217	(199,976)	(6,091,193)
07AA	Cabinet Operations	16,058,638	1,793,509	17,852,147	12,050,954	(5,801,193)
08AA	Policy Section					
	Personnel Expenses	5,841,423	270,024	6,111,447	5,611,665	(499,782)
	Operating Expenses	3,357,444	361,482	3,718,926	1,762,200	(1,956,726)
08AA	Policy Section	9,198,867	631,506	9,830,373	7,373,865	(2,456,508)
08BA	Tafea Provincial Office					
	Operating Expenses	32,409	8,000	40,409	75,003	34,594
08BA	Tafea Provincial Office	32,409	8,000	40,409	75,003	34,594
08BC	Malampa Provincial Office					
	Operating Expenses	12,500	8,000	20,500	75,003	54,503
08BC	Malampa Provincial Office	12,500	8,000	20,500	75,003	54,503
08BE	Sanma Provincial Office					
	Operating Expenses	30,795	8,000	38,795	75,003	36,208
08BE	Sanma Provincial Office	30,795	8,000	38,795	75,003	36,208
2501	Office of the Director					
	Personnel Expenses	3,893,355	-	3,893,355	4,150,395	257,040
	Operating Expenses	1,507,101	1,081,574	2,588,675	2,626,165	37,490
2501	Office of the Director	5,400,456	1,081,574	6,482,030	6,776,560	294,530

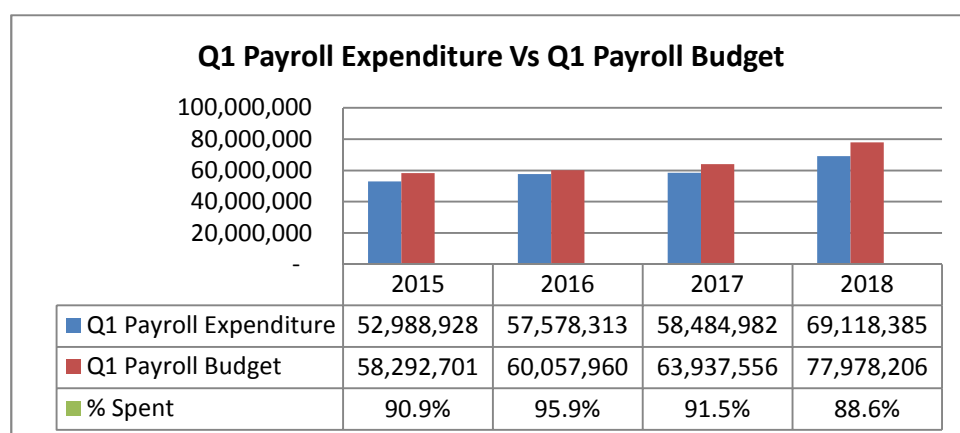
2502	Correctional Centre (North)					
	Personnel Expenses	10,120,314	624,020	10,744,334	12,987,375	2,243,041
	Operating Expenses	(116,242)	4,227,075	4,110,833	4,303,650	192,817
2502	Correctional Centre (North)	10,004,072	4,851,095	14,855,167	17,291,025	2,435,858
2503	Probation (North)					
	Personnel Expenses	2,088,709	-	2,088,709	2,260,473	171,764
	Operating Expenses	192,150	626,987	819,137	989,933	170,796
2503	Probation (North)	2,280,859	626,987	2,907,846	3,250,406	342,560
2504	Parole					
	Operating Expenses	66,601	191,711	258,312	238,611	(19,701)
2504	Parole	66,601	191,711	258,312	238,611	(19,701)
2505	Correctonal Centre (South)					
	Personnel Expenses	15,563,467	471,231	16,034,698	18,273,546	2,238,848
	Operating Expenses	2,548,958	1,864,619	4,413,577	4,428,999	15,422
2505	Correctonal Centre (South)	18,112,425	2,335,850	20,448,275	22,702,545	2,254,270
2506	Probation (South)					
	Personnel Expenses	2,038,205	60,000	2,098,205	3,352,485	1,254,280
	Operating Expenses	410,004	253,904	663,908	803,988	140,080
2506	Probation (South)	2,448,209	313,904	2,762,113	4,156,473	1,394,360
30AA	MoJCSCorporate Service Unit					
	Personnel Expenses	5,394,259	-	5,394,259	5,504,256	109,997
	Operating Expenses	1,981,063	985,498	2,966,561	3,115,213	148,652
30AA	MoJCSCorporate Service Unit	7,375,322	985,498	8,360,820	8,619,469	258,649
30AB	Convention on the Right of People with Disability					
	Personnel Expenses	738,987	30,000	768,987	1,175,322	406,335
	Operating Expenses	(267,845)	591,423	323,578	323,733	155
30AB	Convention on the Right of People with Disability	471,142	621,423	1,092,565	1,499,055	406,490
30AC	Convention on the Right of a Child (CRC)					
	Personnel Expenses	377,452	-	377,452	789,282	411,830
	Operating Expenses	(37,681)	108,000	70,319	168,496	98,177
30AC	Convention on the Right of a Child (CRC)	339,771	108,000	447,771	957,778	510,007
30AD	Land Ombudsman					
	Personnel Expenses	1,521,790	-	1,521,790	1,202,448	(319,342)
	Operating Expenses	45,910	48,990	94,900	313,120	218,220
30AD	Land Ombudsman	1,567,700	48,990	1,616,690	1,515,568	(101,122)
84AA	Customary land management Office					
	Personnel Expenses	4,976,002	374,646	5,350,648	7,233,882	1,883,234
	Operating Expenses	2,931,774	1,302,896	4,234,670	2,645,922	(1,588,748)
84AA	Customary land management Office	7,907,776	1,677,542	9,585,318	9,879,804	294,486
85AA	Vanuatu Law Commission					
	Personnel Expenses	2,773,571	-	2,773,571	3,186,147	412,576
	Operating Expenses	503,262	114,635	617,897	1,301,240	683,343
85AA	Vanuatu Law Commission	3,276,833	114,635	3,391,468	4,487,387	1,095,919
	Total Expenditure	84,584,375	15,406,224	99,990,599	101,024,509	1,033,910

source: Department of Finance & Treasury

### 1.3. Payroll Budget Management and Planning

The first quarter budget for payroll for 2018 was VT 77,978,206 and total expenditure was VT 69,118,385. The Ministry had underspent on its payroll budget by 11.4 percent or by VT 8.9 million in the first quarter of the year.

Figure 3: Payroll Expenditure Vs Payroll Budget



The above graph shows payroll expenditure versus payroll budget for the first quarter of 2018 and in the same period for the past three years.

### 1.4 Detailed Chart of account in Payroll Expenditures Management and Planning.

The table below shows the payroll expenses by chart of accounts from 2015 to 2018 in the first quarter of the year. The highlighted yellow are expenses against no allocated budget, the highlighted green are overspent chart of accounts.

Table 2: Payroll Chart of accounts 2015-2018

Account	Description	2015 Expenditure	2015 Budget	2016 Expenditure	2016 Budget	2017 Expenditure	2017 Budget	2018 Expenditure	2018 Budget	2018 % Spent
	<b>Personnel Expenses</b>									
8AAA	Acting Allowances	1,351,365	-	1,556,206	-	2,617,857	425,079	1,605,070	685,317	234.2%
8AAB	Responsibility Allowance	460,672	-	63,480	-	221,490	196,152	(120,000)	265,386	-45.2%
8AAD	Shift Allowance	166,842	-	180,987	-	182,160	248,400	165,600	405,720	40.8%
8AAF	Family Allowance	911,132	1,618,129	827,713	1,515,410	966,440	1,840,041	13,800	2,001,396	0.7%
8AAG	Gratuitie Allowances	41,400	-	499,861	-	21,153	-	329,315	-	
8AAH	Housing Allowances	5,976,644	7,749,828	6,362,521	7,856,430	6,295,682	8,530,185	413,970	9,209,007	4.5%
8AAO	Other Allowances	18,090	355,088	3,500	335,428	69,614	753,756	92,114	401,730	22.9%
8AAP	Home Island Passage Allowances	126,795	152,070	132,727	71,312	80,902	103,842	162,519	124,614	130.4%
8AAS	Special Allowances	(202,382)	-	-	260,864	-	-	-	-	
8ASP	Provident Fund	1,761,137	1,826,998	2,034,994	1,876,483	1,991,180	1,978,260	2,864,940	2,165,448	132.3%
8AWC	Contract Wages	2,162,427	-	5,461,921	-	9,927,502	-	5,037,336	504,777	997.9%
8AWD	Daily Rated Wages	-	104,033	-	-	-	-	-	-	
8AWL	Leave expense	24,064	-	849,819	-	862,791	-	3,328,784	-	

8AWO	Overtime Wages	237,303	-	65,620	-	4,663	290,766	60,000	83,076	72.2%
8AWP	Permanent Wages	39,953,439	43,597,853	39,538,964	44,800,579	35,243,548	45,702,324	55,164,937	49,788,669	110.8%
PAYR	Payroll expenses	-	2,888,702	-	3,341,454	-	3,868,751	-	12,343,066	0.0%
	<b>Personnel Expenses</b>	<b>52,988,928</b>	<b>58,292,701</b>	<b>57,578,313</b>	<b>60,057,960</b>	<b>58,484,982</b>	<b>63,937,556</b>	<b>69,118,385</b>	<b>77,978,206</b>	<b>88.6%</b>

Source: Department of Finance & Treasury

### Unbudgeted Items

Total expenses of unbudgeted items for the first quarter of 2018 was VT 15.2 million. This is about VT 2.2 million more than the first quarter of 2017. Major unbudgeted expenses items were from permanent wages VT 5.4 million, contract wages VT 4.5 million, leave expenses VT 3.3 million, acting allowances VT 919,753, provident fund VT 699,492 and gratuity allowance VT 329,315.

Most of the chart of accounts were either overspent or with no budget from 2015 to 2018 in the same period and that contributes to the high expenses in unbudgeted items.

### Underspent Items

The total underspent for the first quarter of 2018 was VT 11.7 million. This is about VT 2.9 million less than in 2017 in the same period. Major underspent expense items were from housing allowances VT8.8 million and family allowances VT 8.8 million.

Family allowance, housing and other allowances continue to underspent since 2015.

The Ministry needs to study past expenditure trend and budget accordingly.

**Figure 4: Payroll 2018 first quarter of the year overspent chart of accounts**

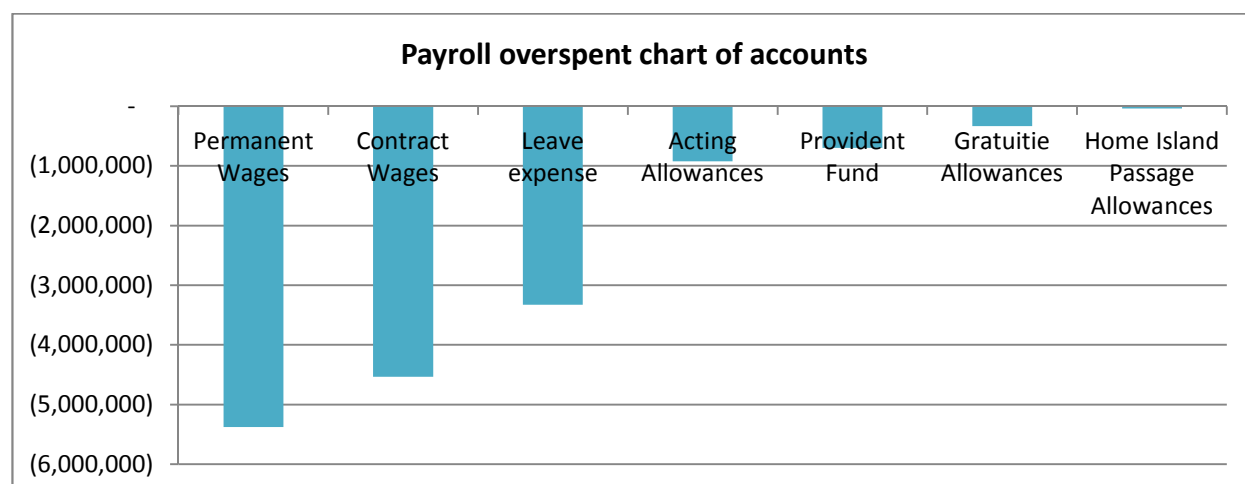
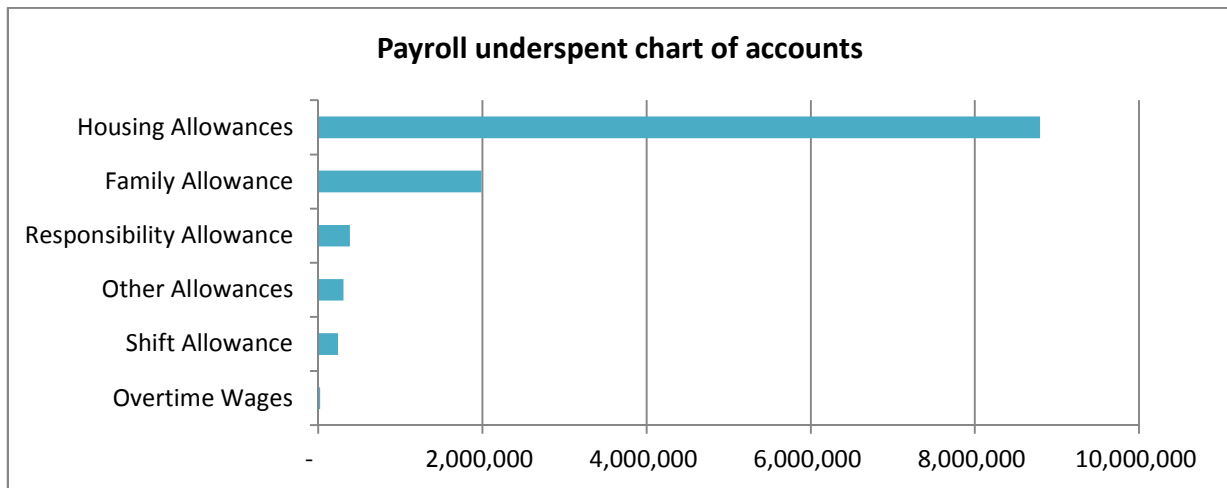


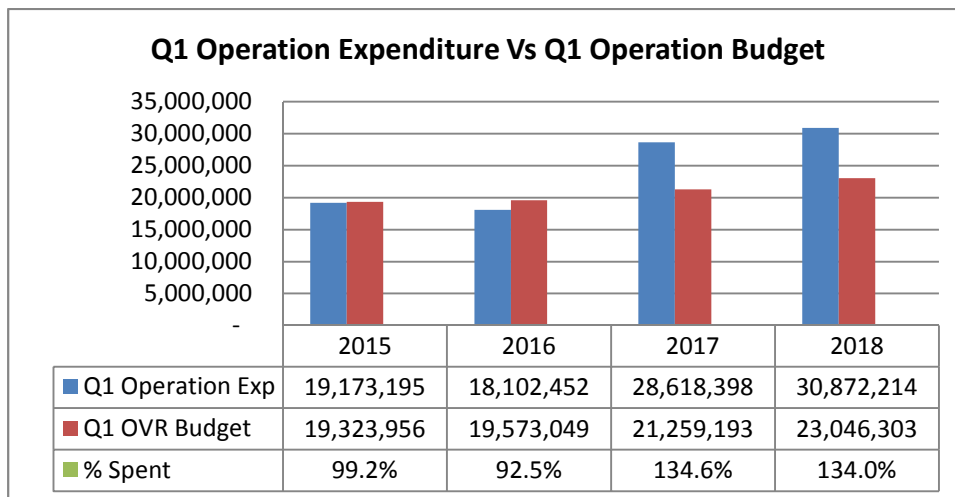
Figure 5: Payroll 2018 first quarter of the year underspent chart of accounts



### 1.5. Operation Budget Management and Planning

The first quarter budget for operation for 2018 was VT 23,046,303 and total expenditure was VT 30,872,214. The Ministry had overspent on its operation budget by 34 percent or by VT 7.8 million in the first quarter of the year.

Figure 6: Operation Expenditure Vs Operation Budget



The above graph shows operation expenditure versus operation budget in the first quarter of 2018 and for the same period in the past three years.



## 1.6 Detailed Chart of Accounts in Operation Expenditure Management and Planning.

Below is the table detailing the expenses and budget for all chart of accounts in the operation from 2015 to 2018 in the first quarter of the year. The highlighted yellow are expenses against no allocated budget, the highlighted green are overspent chart of accounts.

**Table 3: Operation Chart of accounts 2016-2018**

Account	Description	2015 Expenditure	2015 Budget	2016 Expenditure	2016 Budget	2017 Expenditure	2017 Budget	2018 Expenditure	2018 Budget	2018 % Spent
	<b>Operating Expenses</b>									
8CAB	Subsistence Allowances	643,550	789,153	840,000	907,910	1,835,000	1,639,252	1,642,800	1,054,908	155.7%
8CAF	Food Allowances	4,375	-							
8CAS	Sitting Allowances	36,000	125,000	54,000	164,640	214,000	164,640	182,000	126,501	143.9%
8CBI	International Accommodation			-	62,500	-	24,999	-	24,999	0.0%
8CBL	Local Accommodation	126,987	502,900	119,433	290,210	151,222	282,000	219,383	337,494	65.0%
8CCL	Local Courses	28,334	-	82,503	-	123,961	14,940	-	-	
8CEC	Consultants Fees	-	121,250					2,900,000	-	
8CES	Security Services			222,333	75,000					
8CET	Other Fees	24,700	61,050	37,877	82,500	100,880	32,928	13,513	37,447	36.1%
8CFO	Freight Fuel	3,556	-							
8CFS	Ship and Boat Fuel							-	-	
8CFV	Vehicles Fuel	1,274,010	1,540,407	1,183,310	1,635,274	1,142,349	1,431,897	1,664,228	2,132,409	78.0%
8CGM	Mail Carriage Freight			-	10,500	-	6,153	105	4,443	2.4%
8CGO	Other Charges - Freight	-	30,000	15,061	30,000	-	12,501	-	12,501	0.0%
8CGR	Transport - Freight	41,225	71,120	223,468	81,716	138,429	156,019	186,787	179,987	103.8%
8CHD	Drug Distribution - Medical			-	1,245					
8CHL	Local Medical Treatment	-	10,000	53,334	12,500	-	19,971	-	18,750	0.0%
8CHT	Other Medical Treatment			53,334	-	-	9,960			
8CIE	Equipment Hire	8,378	72,550	85,331	45,000	26,000	104,625	8,889	24,999	35.6%
8CIF	Facilities Hire	10,000	126,900	280,578	60,560	167,112	99,720	331,124	142,225	232.8%
8CIV	Vehicles Hire	395,765	47,500	-	72,310	173,334	34,911	58,667	40,002	146.7%
8CJO	Office Cleaning	310,707	460,020	270,760	412,430	226,373	419,717	356,917	413,888	86.2%
8CKD	Advertising - Communications	501,646	210,500	453,000	138,939	149,268	144,969	242,194	382,497	63.3%
8CKL	Translation Communications							-	5,001	0.0%
8CKP	Postage - Communications	9,000	84,490	10,650	21,428	25,000	25,158	10,000	18,000	55.6%
8CKR	Printing - Communications	207,912	194,620	239,596	387,750	546,398	600,166	940,116	783,327	120.0%
8CKS	Stationery - Communications	520,935	519,817	492,085	426,322	1,770,180	618,558	860,661	743,247	115.8%
8CKT	Telephone / Fax -	385,658	481,871	384,607	495,094	487,616	561,759	297,120	544,635	54.6%

	Communications									
8CLR	Rates - Land	99,000	24,750	99,000	24,651	-	100,000	-	24,999	0.0%
8CMG	General - Materials	707,671	104,989	312,636	289,389	236,548	313,707	466,381	521,356	89.5%
8CMO	Office - Materials	42,412	123,449	11,394	275,149	126,336	97,941	(78,671)	108,030	-72.8%
8CNO	Office Rental	2,217,784	2,734,994	1,742,648	2,769,228	2,672,892	2,597,173	1,334,642	2,921,181	45.7%
8CNT	Other Rental	56,889	-	-	74,917	392,001	-	8,889	26,667	33.3%
8COC	Court Costs	-	463,343	-	50,001	-	24,324	48,000	-	
8COF	Refunds	240,000	-			109,664	-			
8COI	Incidentals	388,287	353,942	526,631	306,505	1,494,252	245,599	135,791	691,761	19.6%
8COP	Official Entertainment	229,450	318,311	112,594	507,838	838,719	367,860	1,239,935	384,585	322.4%
8COR	Recruitment Costs	-	24,250							
8COT	Termination Payment	-	127,209	(210,288)	-	1,936,395	-	334,943	12,501	2679.3%
8COU	Uniforms	-	42,299	-	75,000	87,850	62,499	1,411,741	75,000	1882.3%
8CRB	Buildings Repairs & Maintenance	221,106	206,230	339,892	200,301	78,643	206,395	231,579	218,611	105.9%
8CRE	Equipment Repairs & Maintenance	381,302	268,835	488,315	147,970	343,384	266,929	67,547	238,332	28.3%
8CRH	Houses Repairs & Maintenance	34,660	25,000	-	25,000					
8CRM	Maintenance Contrac	-	30,312	-	25,000	-	24,999	-	24,999	0.0%
8CRV	Vehicles Repairs & Maintenance	885,370	762,311	1,181,239	785,937	2,169,853	781,894	1,280,490	844,980	151.5%
8CRW	Vehicle Servicing					25,245	47,220	-	137,499	0.0%
8CSD	Distribution Supplies					445,383	83,612	28,138	-	
8CSF	Food - Suppliers	207,436	99,250	124,783	137,778	214,400	82,170	264,314	79,167	333.9%
8CSM	Medicines Suppliers	-	5,000	489	2,530			-	2,667	0.0%
8CSO	Other Suppliers	118,006	73,935	125,851	67,483	2,600,096	2,394,400	27,946	165,003	16.9%
8CSR	Rations Suppliers	2,439,444	3,090,000	2,707,885	2,918,850	135,342	174,999	2,923,586	3,236,841	90.3%
8CTI	International Travel	501,351	334,916	710,755	212,500	2,209,989	1,159,460	27,112	169,165	16.0%
8CTL	Local Travel	760,770	1,262,436	518,596	1,051,219	200,444	74,700	2,576,437	1,051,560	245.0%
8CUC	Gas - Cooking Utilities	48,000	213,050	113,600	150,000	1,384,279	2,292,813	217,791	175,800	123.9%
8CUE	Electricity Utilities	1,386,941	1,712,743	1,102,182	1,988,338	27,052	12,501	1,661,623	3,291,055	50.5%
8CUL	Lighting Utilities	-	12,500	-	12,501	51,364	426,446	-	12,501	0.0%
8CUW	Water Utilities	361,879	363,495	33,793	454,501	251,467	41,085	108,776	491,230	22.1%
8CWL	Local Workshops	-	24,250			2,331,933	1,639,437	281,200	100,000	281.2%
8CZV	Value Added Tax	1,921,864	2,287,075	1,865,178	1,826,237	-	100,000	2,640,765	1,737,099	152.0%
8DGT	Other Grant			-	250,000					
8EBR	Buildings - Renovation	-	306,490	161,136	141,000	79,111	450,000	2,000,000	-	
8EEA	Equipment - Additional General	139,893	-	63,111	75,000	217,326	87,232	300,936	65,001	463.0%
8EEC	Equipment - Computer	507,008	200,000	370,424	182,500	115,033	-	681,634	124,998	545.3%
8EEH	Equipment - Heavy Equipment							128,696	-	
8EEP	Equipment - Photocopiers			61,335	-	140,155	-	486,593	124,998	389.3%

8EER	Equipment - Replacement General	27,489	-	148,000	-	8,000	-			
8EES	Equipment - Specialised			19,556	-	20,853	663,774	-	-	
8EFO	Furniture - Office Furniture	49,778	287,839	61,867	358,550	392,267	-	120,896	75,000	161.2%
8EVA	Vehicle - Additional Vehicle	-	-	-	-			-	75,000	0.0%
8EVR	Vehicle - Replacement	666,667	-	208,590	822,407	5,000	-			
8FCB	Bank Charges									
OVER	Overhead expenses	-	(2,008,395)	-	(2,049,059)	-	35,181	-	(1,188,543)	0.0%
	<b>Operating Expenses</b>	<b>19,173,195</b>	<b>19,323,956</b>	<b>18,102,452</b>	<b>19,573,049</b>	<b>28,618,398</b>	<b>21,259,193</b>	<b>30,872,214</b>	<b>23,046,303</b>	<b>134.0%</b>

Source: Department of Finance & Treasury

## Unbudgeted Items

Total expenses of unbudgeted items in the first quarter of 2018 was VT 13.2 million. This is a about 2.2 million more than in 2017 in the same period. Major unbudgeted expenses were from consultants fees VT 2.9 million, building renovation VT 2 million, local travel VT 1.5 million, uniform VT 1.3 million, VAT VT 903,666, official entertainment VT 855,350, subsistence allowances VT 587,892, equipment –computer VT 587,892 and vehices repairs VT 435,510.

Most of the chart of accooounts are either unbudgeted or overspent in this quarter and in the past 2 to 3 years in the same period.

## Underspent Items

Total underspent in the first quarter of 2018 was VT 6.6 million. This is about VT 3 million more that in 2017 in the same period. Major underspent expenses items were electricity VT 1.6 million, office rental VT 1.6 million, incidental VT 555,970 and vehicle fuel VT 468,181.

Vehicle fuel, postage and telephone budget had been underspent since 2015.

The Ministry needs to be realistic when budgeting and budget according to expenditure trend.

Figure 7: Operation over spent chart of accounts

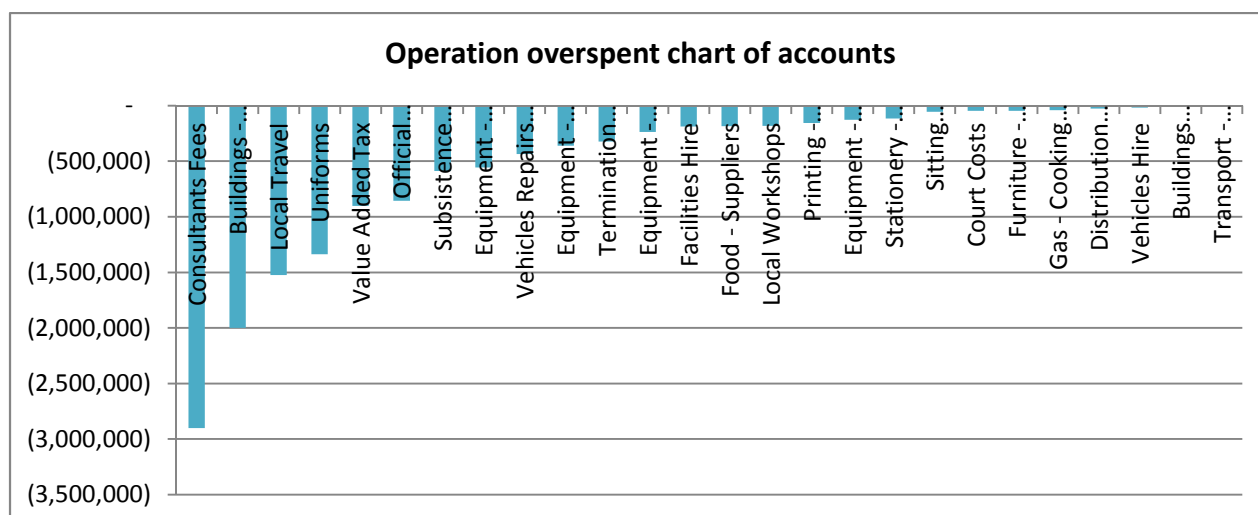
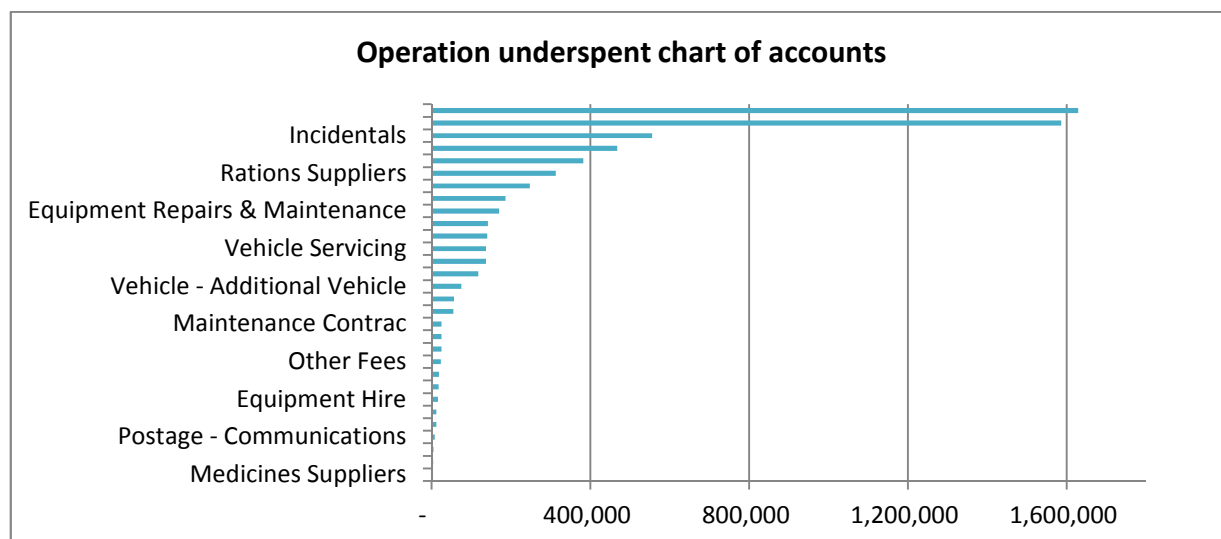


Figure 8: Operation under spent chart of accounts



## REVENUE PLANNING AND MANAGEMENT

The Ministry did not budget nor collect any revenue in this quarter or the past three years in the same period.

## ASSET MANAGEMENT

The Ministry does not check their assets status before preparing budgets therefore most of the asset chart of accounts were overspent to a total of 1.7 million in the first quarter of the year.

## VIREMENT

There was a total of 4 virements processed in the first quarter of 2018 with a value of VT 1.8 million compared to 3 virements with a value of VT3 million in the same period in 2017.

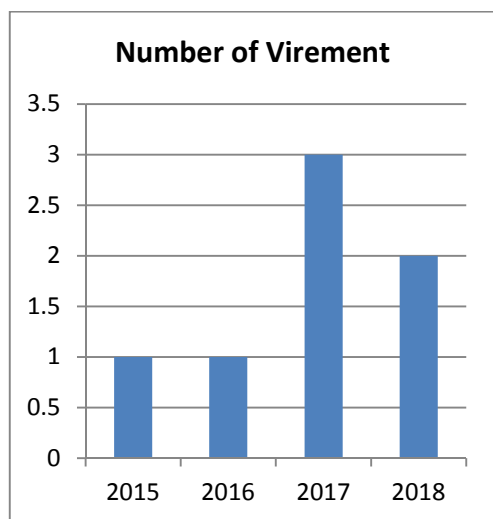
Table 4: Virements

Vired Out				Vired In				Amount
Fund	Dept	Activity	Account	Fund	Dept	Activity	Account	
2	07AA	MJAA	OVER	2	30AA	MJAB	OVER	600,000
2	07AA	MJAA	OVER	2	07AA	MJAA	PAYR	1,188,543

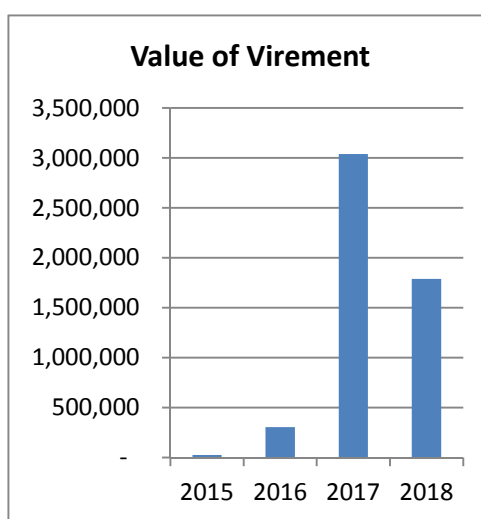
Source: Department of Finance & Treasury

Graphs below showing number and value of virement in 2018 in the first quarter of the year and the in past three years in the same period.

**Figure 9: Number of Virements 2015-2018**



**Figure 10: Value of Virements 2015-2018**



## IMPREST MANAGEMENT

At the end of the first quarter of 2018, the Ministry had a total of VT 1.9 outstanding imprest to reitre.

**Table 5: Outstanding Imprests as of the first quarter of 2018.**

Department / Section	Amount Advanced	Amount Paid	Amount Outstanding
Cabinet	500,000	-	500,000
DG's Office	15,000	-	15,000
Women's Affairs	845,750	20,000	825,750
Correctional Services	290,800	0	290,800
CLMO	250,000	0	250,000
Law Commission	0	-	0
<b>Total</b>	<b>1,901,550</b>	<b>20,000</b>	<b>1,881,550</b>

Source: Department of Finance & Treasury