



**EASTERN HIGHLANDS PROVINCIAL HEALTH AUTHORITY**  
**Office of Finance & Accounts-Corporate Services**



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Date: 18.07.2018

The Chief Executive Officer  
EHP Health Authority  
P.O.Box 392  
**GOROKA,**  
Eastern Highlands Province

24/08/18

I endorse this document

Dear Sir,

**SUBJECT: ANNUAL FINANCIAL MANAGEMENT REPORT FOR THE YEAR  
ENDING 31<sup>ST</sup> DECEMBER 2017**

#### Introduction

The Annual Financial Management report for the financial year ending 31<sup>st</sup> December 2017 are presented here below for the information and deliberation of the executive management.

The report is produced and presented in the absence of the monthly bank reconciliations from January to December 2017 and the annual financial statement for the 2017 which are both mandatory reports as required by the Public Finance Management Act.

We are reporting on the financial management of grants received directly into the EHP Health Authority operating account, the Health Function Grants managed by the Provincial Finance Office (formerly Provincial Treasury Office), the project funds and donor agency funding's managed by the accounts section of EHP Health Authority office. These reports are provided to give the management an insight of the performances of the various funds disbursed to EH PHA to implement the various health delivery programs as planned for implementation in 2017.

The summary of various grants and project funding's including HSIP funds are provided below to inform management the total monies made available for health service delivery program and projects in 2017.

## **1.0 Summary of National Government Grants Budget 2017**

Part A:	Health Function Grants (281)		
-	Budget Appropriation	K 7,336,000.00	
-	2016 Rollover	K 6,418,500.00	---
-	Operational Grants (244)	K 8,384,500.00	
-	Personal Emoluments	<u>K 25,881,600.00</u>	
-			
	Total	<b><u>K 48,020,600.00</u></b>	
Part B:	EHPHA Hospital Fees & Project Funds (Trust A/C)		
-	HFG Rollover Funds	K 170,600.00	
-	PIP Funds	K 6,421,600.00	
-	PSIP Funds	<u>K 1,939,700.00</u>	
	Total	<b><u>K 8,531,900.00</u></b>	
Part C:	HSIP Donor Funds (Trust A/C)	<b><u>K 1,909,524.00</u></b>	
	<b>Grand Total of Funds for 2017</b>	<b><u>K 58,462,024.00</u></b>	

The total funding for EH PHA for 2017 through grants, donor funds and project funds totalled K 58,462,024.00 out of which K 25, 881,600.00 was for personal emoluments leaving a balance of K 32,580,424.00 for implementing of health service delivery programs and projects in 2017.

The following tabulations provide details of appropriations, Cash Funds Certificates (CFC) received, total expenditures, total funds available, rollover funds and cash funds certificates (CFCs) not received from Waigani Public Accounts.

### **Part A: - SUMMARY OF HEALTH FUNCTION GRANT**

Main Program	Appropriation 2016	Budget 2017	Variance	Variance %	Comments
	K'000 %	K'000%	K'000%		
Administration	659.7	663.60	3.9	0.6	Increase
District Health Services					
Goroka	670.00	460.0	(210.0)	31	Decrease
Kainantu	557.4	1090.0	532.6	96	Increase
Okapa	490.0	360.0	(130.0)	27	Decrease
Henganofi	410.0	370.0	(40.0)	10	Decrease
Lufa	410.0	387.8	(22.2)	5	Decrease
O/Wonenara	570.0	500.0	(70.0)	12	Decrease
U/Bena	500.0	368.0	(132.0)	26	Decrease
Daulo	460.0	590.0	130.0	28	Increase
Recurrent Public Health	2,727.8	2,546.6	(181.2)	7	Decrease
2016 Rollover	3,637.8	6,418.5	2,780.7	76	Increase
<b>Grand-Total</b>	<b>11,092.7</b>	<b>13,754.50</b>	<b>2,661.8</b>	<b>24</b>	<b>Increase</b>

The total budget for 2017 totalling K 13,754,500.00 has and overall increase of K 2,661,800.00 from the 2016 appropriation of K 11,092,700.00 and these increase were mainly from the 2016 unspent grants rollovers into 2017 and a 96% increase for Kainantu District Health Services grant.

The above tabulation highlights the variations in the 2016 / 2017 budget where we note a lot of decreases in funding's across the health services function grants.

We can note an overall increase in the budget appropriations by 24% and or K 2, 661,800.00 from the 2016 budget appropriations.

**Part A: SUMMARY OF HEALTH FUNCTION GRANT - 2017  
(GRANTS RECEIPTS & EXPENDITURES)**

Programme	Budget Estimate	Warrants/CFC Issued	Total Expenditure	Total Unspent Grants Rollover - 2018	Outstanding Warrant/CFC
	(K'000)	(K'000)	(K'000)	(K'000)	
1. Administration	663.6	166.0	164.5	1.5	497.6
<b>Subtotal</b>	<b>663.6</b>	<b>166.0</b>	<b>164.5</b>	<b>1.5</b>	<b>497.6</b>
2. District Health Services Program					
Goroka	460.0	230.0	229.7	0.3	230.0
Kainantu	1,090.0	360.0	294.9	65.1	730.0
Okapa	360.0	185.0	184.7	0.3	175.0
Henganofi	370.0	185.0	172.0	13.0	185.0
Lufa	387.8	124.1	123.6	0.5	263.7
O/Wonenara	500.0	250.0	248.7	1.3	250.0
U/Bena	368.0	184.0	183.8	0.2	184.0
Daulo	590.0	270.0	99.5	170.5	320.0
	<b>4,125.8</b>	<b>1,788.1</b>	<b>1,536.9</b>	<b>251.2</b>	<b>2,337.7</b>
3. Recurrent Public Health Services	2,546.6	35.7	35.7	0.0	2,510.9
<b>Subtotal</b>	<b>2,546.6</b>	<b>35.7</b>	<b>35.7</b>	<b>0.0</b>	<b>2,510.9</b>
<b>Totals</b>	<b>7,336.0</b>	<b>1,989.8</b>	<b>1,737.1</b>	<b>252.7</b>	<b>5,346.2</b>
4. Rollover - 2016	6,418.5	245.2	243.9	1.3	6,173.3
<b>Grand Totals</b>	<b>13,754.5</b>	<b>2,235.0</b>	<b>1,981.0</b>	<b>254.0</b>	<b>11,519.5</b>

The Health Function Grant total appropriations for 2017 as per the approved budget was K 13,754,500.00 which were appropriated for the four main programmes as follows: -

1. Administration	- K 663,600.00	(5%)
2. District Health Services	- K 4,125,800.00	(30%)
3. Recurrent Public Health & New Projects 2017	- K 2,546,600.00	(18%)
4. 2016 Rollover - Health Function Projects	- K 6,418,500.00	(47%)

Grand Total = **K 13,754,500.00** (100%)

As per the attached summary of grants received and the rate of implementation of the three key MPAs 1,2 & 3, the KRA 4 & 5 and all other associated programs within the eight districts including the administration component as well as Recurrent Public Health Services programmes and projects it is very alarming to note the following facts: -

1. Total Appropriation – 2017	- K 13,754,500.00	
2. Total Warrant/CFC received	- K 2,235,000.00	(16%)
3. Total Grants Not Remitted	- K 11,519,500.00	(84%)
4. Total Expenditures	- K 1,981,000.00	(80%)
5. Total Unspent Rollovers	- K 254,000.00	(20%)

### **1. Implementation of District Health Services Programmes**

The District Health Services Programmes were appropriated K 4,125,800.00 which is 30% of the total Health Function Grants and were given K 1,788,100.00 (43.0%) in warrants and CFC's to implement their programmes and activities for the full year of 2017. The remaining K 2,337,700.00 (57%) were not remitted from Waigani Public Accounts for implementation of the programmes in the eight districts.

The expenditures of grants translate to implementation of programmes and activities, hence you will note that a total of K 1,536,900.00 or 85.9% of CFC's were expended in the eight districts to implement their programmes whilst K 251,200.00 or 14.1% of funds were unspent and subsequently rolled over into 2018.

The performance of each district are shown in monetary values for you to know the districts performances and evaluate the level of health delivery services in each of the eight districts.

### **2. Implementation of Recurrent Public Health Services & New Projects 2017**

The Recurrent Health Services Programme along with New Projects for 2017 had an appropriation of K 2,546,600.00 or 18% of the total funds released were only K 35,700.00 or 1% of the total appropriation and the remaining K 2,510,900.00 were not released.

The total funds released of K 35,700.00 were fully expended for officers to participate at the PNG Medical Symposium.

The remaining Public Health Programmes and the new projects for 2017 received nil funding, hence the anticipated programmes and activities were never implemented in 2017.

### **3. 2016 Rollover Appropriations**

The total unspent Health Function Grants for 2016 totalling K 6,418,500.00 were rolled over and appropriations were done in accordance with the programmes and activities intended for implementation using these funds.

The Waigani Public Accounts and or the Eastern Highlands Provincial Administration issued EH PHA a total warrant and CFC of K 245,200.00 and K 243,900.00 was spent for Debt Services which is one of the many activities planned for implementation in 2017. The remaining funds balance of K 6,173,300.00 were not released to EH PHA for implementation of the planned programmes and activities in 2017.

#### **Part B: SUMMARY OF EH PHA OPERATIONAL GRANTS**

<b>Main Program</b>	<b>Appropriation 2016</b>	<b>Budget 2017</b>	<b>Variance</b>	<b>Variance %</b>	<b>Comment</b>
	K'000	K'000	K'000		
Curative Health Services	26,052.2	25,096.1	(956.1)	4	Decrease
Public Health Services	4,913.0	5,364.5	451.5	9	Increase
Corporate Services	3,215.0	3,035.5	(179.5)	6	Decrease
Executive Management	811.5	770.1	(41.4)	5	Decrease
<b>Grand Total</b>	<b>34,991.7</b>	<b>34,266.2</b>	<b>(725.5)</b>	<b>(2)</b>	<b>Decrease</b>

The total budget for 2017 totalling K 34,266,200.00 has a 2% decrease of K 725,500.00 from the 2016 appropriation of K 34,991,700.

The above table indicates which programs were affected by the decrease, hence the respective programs performances were slightly affected whilst Public Health Services programmes got a 9% increase of K 451,500.00 in their total budget. We can note an overall decrease in the budget by 2% and or by K 725,500.00 from the 2016 budget appropriations.

#### **EHPHA OPERATIONAL GRANTS – 2017**

##### **1. Summary of Operational Grants Budget (244)**

1.1 Personnel Emoluments	- K 25,881,600.00	(75.5%)
1.2 Goods & Services	- K 8,384,500.00	(24.5%)
Total	<b>=K 34,266,100.00</b>	<b>(100%)</b>

**2. The operational grants were distributed and appropriated for the following programs follows: -**

Activity	(K'000)	
2.1 Public Health Service	K 5,364,500.00	16%
2.2 Curative Health Services	K 25,096,100.00	73%
2.3 Corporate Services	K 3,035,500.00	9%
2.4 Executive Management	K 770,100.00	2%
<b>Total</b>	<b><u>K 34,266,200.00</u></b>	<b>100%</b>

**3. Summary of Distribution of Goods & Services Grants by Activity**

Activity	Total Appropriation (K'000)	Total CFC Allocated (K'000)	Total Expenditure (K'000)	Total Fund Bal. (K'000)	Total CFC Not Received (K'000)
1. Curative Health	5,610.1	4,628.4	4628.0	0.4	981.7
2. Public Health	1,351.1	1,083.4	1,037.5	45.9	267.7
3. Corporate Services	933.5	748.1	724.7	23.4	185.4
4. Executive Management	489.8	441.9	441.9	0.0	47.9
<b>Totals</b>	<b>8,384.5</b>	<b>6,901.8</b>	<b>6,832.1</b>	<b>69.7</b>	<b>1,482.7</b>

**4. Appropriations of Operational Grants by Activities**

Activity	Salaries & Allowances (K'000)	Other Personal Emoluments (K'000)	Goods & Services (K'000)	Utilities, Rentals & Property Costs (K'000)	Capital Formation (K'000)
1. Curative Health Services	19,485.9	1,483.0	1,645.1	2,402.0	80.0
2. Public Health Services	4,013.5	1,084.1	267.0	0.0	0.0
3. Corporate Services	2,102.0	204.9	658.6	70.0	0.0
4. Executive Management	280.3	135.3	344.5	10.0	0.0
<b>Totals</b>	<b>25,881.7</b>	<b>2,907.3</b>	<b>2,915.2</b>	<b>2,482.0</b>	<b>80.0</b>

**5. Expenditure Vote Summary for each Activity**

Activity	Appropriation (K'000)	CFC Authorized (K'000)	Total Expenditure (K'000)	Funds Available (K'000)	CFC Not Received (K'000)
<b>1. Curative Health Services</b>					
Salaries & Allowances	19,485.9	19,485.9	19,485.9	0.0	0.0
Other Personnel Emoluments	1,483.0	1,575.3	1,575.3	0.0	(92.3) Exceed Appropriation
Goods & Services	1,645.1	1,812.0	1,811.6	0.4	(166.9) Exceed appropriation
Utilities Rentals & Property Costs	2,402.0	1,201.0	1,201.0	0.0	1,201.0
Capital Formation	80.0	40.0	40.0	0.0	40.0
<b>Subtotal</b>	<b>25,096.0</b>	<b>24,114.2</b>	<b>24,113.8</b>	<b>0.4</b>	<b>981.8</b>

<b>2. Public Health Services</b>					
Salaries & Allowances	4,013.5	4,013.5	4,013.5	0.0	0.0
Other Personnel Emoluments	1,084.1	838.6	838.6	0.0	245.5
Goods & Services	267.0	244.8	199.0	45.8	22.2
Utilities Rentals & Property Costs	0.0	0.0	0.0	0.0	0.0
Capital Formation	0.0	0.0	0.0	0.0	0.0
<b>Subtotal</b>	<b>5,364.6</b>	<b>5,096.9</b>	<b>5,051.1</b>	<b>45.8</b>	<b>267.7</b>
<b>3. Corporate Services</b>					
Salaries & Allowances	2,102.0	2,102.0	2,102.0	0.0	0.0
Other Personnel Emoluments	204.9	168.0	165.5	2.5	36.9
Goods & Services	658.6	565.3	548.2	17.1	93.3
Utilities Rentals & Property Costs	70.0	14.8	11.0	3.8	55.2
<b>Subtotal</b>	<b>3,035.5</b>	<b>2,850.1</b>	<b>2,826.7</b>	<b>23.4</b>	<b>185.4</b>
<b>4. Executive Management</b>					
Salaries & Allowances	280.3	280.3	280.3	0.0	0.0
Other Personnel Emoluments	135.2	116.9	116.9	0.0	18.4
Goods & Services	344.5	315.8	315.8	0.0	28.7
Utilities Rentals & Property Costs	10.0	9.0	9.0	0.0	1.0
<b>Subtotal</b>	<b>770.1</b>	<b>722.0</b>	<b>722.0</b>	<b>0.0</b>	<b>48.1</b>
<b>Grand-Totals</b>	<b>34,266.2</b>	<b>32,783.2</b>	<b>32,713.6</b>	<b>69.7</b>	<b>1,483.0</b>

#### Summary of Operational Grants (244)

The distribution and appropriations of EH PHA Operational Grants goods & services component plus other personnel emoluments as provided above reveals the following facts: -

- (A) Total Appropriation – Goods & Services K 8,384,500.00  
Total CFC received K 6,901,800.00  
Total CFC not received K 1,482,700.00
- (B) Total CFC received K 6,901,500.00  
Total Expenditures K 6,832,100.00  
Total Grants Rollover K 69,700.00

The operational grant of K 1,482,700.00 were not released by Waigani Public Accounts, hence the operations of EH PHA activities were affected as expenditure cuts have been experienced.

The total CFC's released amounting to K 6,901,500.00 were almost spent out except for a balance of K 69,700.00 which remained unspent.

**Part C: SUMMARY OF EHPHA PSIP/PIP/HFG PROJECTS REPORT**

Funding Source	Project Name	Funds Balance as at 31/12/16	2017 Payments	Funds Balances As at 31/12/17	Status Report of Projects
		(K'000)	(K'000)	(K'000)	
<b>1. Health Function Grants</b>					
	Lufa Health Centre Staff House	10.0	10.0	0.0	Complete, last payment on 17/01/2017
	Asaro Health Centre Land Payment	141.4	0.0	141.4	Incomplete, last payment on 5/10/2016
	Okapa Health Centre Staff House maintenance	20.0	0.0	20.0	In-complete, last payment on 8/4/16
	Admin Cost	(10.8)	0.0	(10.8)	Payments exceeded allocation
	Asaro Health Centre Re-location	10.0	10.0	0.0	Complete in 2017
	<b>Sub-total</b>	<b>170.6</b>	<b>20.0</b>	<b>150.6</b>	
<b>2. PSIP</b>	Kainantu Rural Hospital Maintenance	400.5	451.6	(51.1)	Complete, exceeded allocated funds
	GPH Maternity Ward	1,000.0	0.0	1,000	Not started funds received in 2015
	GPH Cancer Machine	343.7	223.0	120.7	In-complete, last payment on 2/2/2017
	Okapa Health Centre Staff House	176.0	101.6	74.4	In-complete, last payment on 13/4/2017
	Marawaka Health Centre Maintenance	19.5	10.0	9.5	In-complete, last payment on 13/4/2017
	<b>Sub-total</b>	<b>1,939.7</b>	<b>786.2</b>	<b>1,153.5</b>	
<b>3. PIP</b>	GPH Diagnostic & Surgical Centre	3,000.0	669.1	2,330.9	In-complete, last payments on 30/10/2017
	GPH Redevelopment	3,421.6	0.0	3,421.6	In-complete, last payment on 8/4/2016
	<b>Sub-total</b>	<b>6,421.6</b>	<b>669.1</b>	<b>5,752.5</b>	
	Subtotals - 1	170.6	20.0	150.6	
	- 2	1,939.7	786.2	1,153.5	
	- 3	6,421.6	669.1	5,752.5	
	<b>Grand-total</b>	<b>8,531.9</b>	<b>1,475.3</b>	<b>7,056.6</b>	

**Part C: SUMMARY OF EH PHA TRUST ACCOUNT**

The EH PHA has on-going projects both at the Goroka Provincial Hospital and the eight districts of Eastern Highlands Province.

The projects funding expenditure reports the rate of implementation of each project and the above tabulation provides the summary of funds received, funds expended and total fund balances for each project as at the end of December 2017.

The projects funding sources are: -

(1)	PSIP	K 1,939,700.00
(2)	PIP	K 6,421,600.00
(3)	Health Function Grants	K 170,600.00

Total Funds Balance as at 01/01/2017 **K 8,531,900.00**

Implementation of projects varied from each project, with some projects completed, others in complete whilst the GPH maternity ward project for K1million has not commenced at all.

The total expenditures within 2017 amounts to K 1,475,300.00 whilst K 7,056,600.00 is the balance of funds available and carried forward into 2018 for implementing the projects.

The sub-ledgers of each project funds details various types of expenditures relating to the respective project however we note that there are transfers of funds totalling K 500,000.00 from the GPH Redevelopment Project Funds into Operating Account in February and March 2016 which have not been reimbursed to date.

The executive management is advised that we cannot provide a fully reconciled financial report on the Project Funds held and managed from the Project Trust Account due to the facts that the accounts had not been properly reconciled and a lot of accounting information and accountable documents are not readily available for us to provide a factual financial report.

We require more time to search and retrieve financial information's, update ledgers of each project which we hope to provide with the monthly financial management report for April 2018.

Hence, we are now providing the fund balances as at 31<sup>st</sup> December 2017 for management information.

1. Opening Funds Total Balance as at 01/01/2017	K 8,531,900.00
2. Closing Cash Book Balance as at 31/12/2017	<u>K 3,576,800.00</u>
3. Total Funds movement	<u>K 4,955,100.00</u>
4. Represented by:	
1. Total Payments in 2017 on record	K 1,475,300.00
2. Total Payments not on record	<u>K 3,479,800.00</u>
	<u>K 4,955,100.00</u>

Note: Total Cash Book Balance  
As at 31/12/2017

K 3,576, 800.00

Add: Total Funds to be reimbursed

K 3,479,800.00

Total Funds Balance as at 31/12/2017

K 7,056,600.00

**Part D: EHPHA HSIP TRUST ACCOUNT**

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Summary of receipts and expenditures for the year end 31<sup>st</sup> December, 2017:

Cash Book Balance as at 31/12/2017		<b>K1, 355,254.00</b>
Add Donor Funds Received: -		
- WHO Immunisation Activity	K 65,560.00	
- WHO (Okapa & Kainantu Districts)	K 83,040.00	
- ADB.VHV Training, Tarabo.Susu Mama	K 59,670.00	
- UNICEF	<u>K 346,000.00</u>	
	Sub-total	<b><u>K 554,270.00</u></b>
	Total Funds	<b><u>K 1,909,524.00</u></b>
Less Expenditures		
- WHO Immunization	K 65,560.00	
- WHO (Okapa/ Kainantu)	K 83,040.00	
- Aus. Aid HSIP Operational	K 101,115.00	
- UNICEF 2016 Activity	<u>K 1,226,694.00</u>	
	Sub-total	<b><u>K 1,476,410.00</u></b>
	Closing Balance as at 31/12/2017	<b><u>K 433,114.00</u></b>

The Health Service Improvement Program (HSIP) financial operations are managed outside of the normal government accounting system and financial cycles, hence the reporting of the financial operations are done separately.

However, the core functions of these funds are aimed at supporting the main programmes and activities of health service delivery in the province, supplementing and core-funding programmes and activities to support the planned and budgeted health service delivery programmes in EHP.

**SUMMARY**

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The total summary of grants appropriated for expenditures to implement health service delivery programs and projects are tabulated below which also provides summary of expenditures, funds rolled over and for grants not received from Waigani Public Accounts.

These summaries also include funds rolled over from the Project funds held in the Trust Account at EH PHA Accounts office and HSIP donor funds.

(A) **Grants, PSIP / Project Funds & HSIP Donor Funds**

Grand-total of funds	K 58,462,024.00
Less Personnel Emoluments	<u>K 25,881,600.00</u>
<b>Grand total of Funds Appropriated</b>	<b>K 32,580,424.00</b>

(B). Grand total of Expenditures

1).	- EH PHA Operational Grants	K 6,832,100.00
	- Health Function Grants	K 1,981,000.00
	- PIP/HFG/PSIP / Projects Funds	K 1,475,300.00
	- HSIP Donor Funds	K 1,476,410.00
	Sub-total	<b><u>K 11,764,810.00</u></b>

Add:

2).	Total of Funds Rolled over	
	- EH PHA Operational Grants	K 69,700.00
	- Health Function Grants	K 254,000.00
	- PIP/HFG/PSIP / Project Funds	K 7,056,600.00
	- HSIP Donor Funds	K 433,114.00
	Sub-total	<b><u>K 7,813,414.00</u></b>

Add:

3).	CFC's / Warrants Not Received:	
	- EHPHA Operational Grants	K 1,482,700.00
	- Health Function Grants	K 11,519,500.00
	Sub-total	<b><u>K 13,002,200.00</u></b>
	<b>Grand-total</b>	<b><u>K 32,580,424.00</u></b>

**CONCLUSION**

In conclusion, we note the following performances as a matter of concern.

1. The Health Function Grants performance in 2017 was greatly affected as we note that from a total budget of K 13,754,500.00, a total warrant of K 2,235,000.00 was received out of which K 1,981,000.00 were drawn out to implement programmes and activities.

We also note that K 11, 519,500.00 of warrant were not released for the year and furthermore, K 254,000.00 were rolled over into 2018 because the funds were not drawn out in full.

The second area of concern is the implementation of PSIP/PIP/HFG projects in 2017 in which we note that K 8,531,900.00 was the total project funds out of which K 1,475,300.00 were drawn out to implement the various projects whilst K 7, 056,600.00 was rolled over to 2018.

### **RECOMMENDATIONS**

The following recommendations are provided for management considerations: -

- 1). Administration to review and follow up on the status of outstanding health function grants rolled over from 2016 and the chances of getting the 2017 rolled over funds from Department of Treasury and Department of Finance.
- 2). The management to review the over expenditures in Salaries and Allowances, other Personnel Emoluments and Goods & Services to establish the sources of extra funds that were made available for expenditures.
- 3). The management to review the progress of projects under PSIP/PIP/HFG project funding to establish in detail the reasons for non-completion of projects and the nil progress of the GPH maternity ward project.
- 4). The management to review and reimburse funds transferred out of the Trust Account to the Operating Account.

Thank you.



**BEN MERENGE**  
**Contract Officer - EHPHA Accounts**

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