AN OVERVIEW OF THE NATIONAL AUDIT OFFICE

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24th April, 2014
The office of the Controller and Auditor-General is a statutory office established under Article 143 of the constitution of United Republic of Tanzania of 1977 (Amended 2005). The Constitution also specifies the roles, functions and responsibilities of the Controller and Auditor General.
THE ROLE AND FUNCTION OF NAOT OR OCAG

The role of the NAOT is auditing Government revenues and expenditures as appropriated by the Parliament in order to bring about greater accountability and transparency in the management of public resources. The Office is headed by the Controller and Auditor General (CAG). His duties and responsibilities are as provided for under Article 143 of the Constitution of the URT of 1977 (as amended from time to time), and further elaborated in the Public Audit Act No. 11 of
THE ROLE AND FUNCTION OF NAOT OR OCAG

- 2008 and it’s Regulations of 2009. The mandate of auditing is Constitutional and is well explained in section 10 of the Public Audit Act, No. 11 of 2008. NAOT headquarter is situated in Dar es Salaam and has Regional Office all over the country.

- VISION
  To be a centre of excellence in public sector auditing.

- MISSION
  to provide efficient audit services in order to enhance accountability and value for money in the collection and use of public resources.
NEW ORGANIZATION STRUCTURE OF NAO

The New Organisation Structure of NAO that was approved by the President in Feb. 2010 constitutes a CAG at the Appex of Organogram. Below the CAG are five Deputy Auditor Generals responsible for supervision of five Audit divisions namely:

- Central Government Division
- Local Government Division
NAO ORGANIZATION STRUCTURE

- National Accounts Division
- Public Authorities Division and
- Performance and Specialized Audits Division
In discharging his duties, the Controller and Auditor General is supported by 7 Support Services Units namely:

- Technical support services
- Finance & Accounts
- Internal Audit
- Information, Education & Communication
- Planning
- Legal
- Information Communication Technology
- Procurement Management
NAO ORGANIZATION STRUCTURE

- Reporting Relationships

Heads of the five Audit Divisions report directly to the Controller and Auditor General. They are the line Managers responsible for core functions of the office of the CAG.

Below the five Audit Divisional Heads, are 19 Assistant Auditors General who are responsible for supervising various sections of the five Divisions. Assistant Auditors General report to Deputy Auditors General.
Below the Assistant Auditor Generals are **64 Chief External Auditors** (presently Resident Auditors) in various Ministries and Regions, supervising other Auditors who conduct audits on behalf of CAG. All Chief External Auditors report to Assistant Auditors General (presently Zonal Auditors). This is the lowest acheelon in the Organization Structure of the Office of the Controller and Auditor General for the time being.
NAO ORGANIZATION STRUCTURE

- To ensure effective execution of the NAOT goals and objectives.
- The Division of Administration and Human Resources Management and other 7 Units give support services to line divisions that carry out day to day function of Auditing.
Mandate of the NAO

The mandate of the National Audit Office stipulated in the following instruments:

- The Constitution of URT
- The Public Audit Act, 2008
- The Local Government Finance Act
- The Public Audit Regulation
- Standing orders for public service, 2009
- Organisation Structure (as approved by President of URT)
- Government circulars and other orders

( the list not exhaustively )
The Constitution of URT

It constitutes the office through the establishment of the Post of the Controller and Auditor General who is the head of NAOT.

Roles and responsibilities and functions of the CAG as well as NAOT.
1. The Public Audit Act, 2008

It amplifies Art. 143 and 144 of the Const. of URT.
It sets standards on the Governance of NAOT.

2. The Public Audit Regulations

It sets the procedure on how the provisions of Public Audit Act should be put in practice.
The National Audit Office has a total number of 807 employees in which 597 are auditors and 210 are non-auditors. Out of 809 staff, 565 are men and 242 are women.
# RE-DISTRIBUTION OF EMPLOYEES

1. Finance & Accounts Unit – 18
2. Internal Audit Unit – 3
3. Administration & HRM Division – 172
4. Ministerial Audit Division – 160
5. Regional and Local Government Audit Division – 327
6. VFM Division – 29
7. National Accounts Division – 54
8. Technical Support Services Unit - 11
RE-DISTRIBUTION OF EMPLOYEES

9) Public Authorities - 28
10) Legal Services Unit - 3
11) Information and Communication Technology – 6
12) Information, Education and Communication – 2
13) Procurement – 5
14) Planning Unit - 5
The office is expected to recruit 144 new employees in this financial year (2013/2014) and 144 in (2014/15). The projection number of employees will be 1,194 by the end year 2014/15.
Currently, the office is in the process of finalizing Human Resources Plan in order to have proper projection of Human Resources, staff development and succession planning.
TRAINING AND STAFF DEVELOPMENT

- In order to improve performance of the employees of the National Audit, is investing in training and re-training of its employees various courses in both Long and short term training.

- The office has a comprehensive 5 years Mid-Term Training Programme for all staff from 2012/2013 to 2016/2017.

- Priority is given to professional courses that enable staff to conduct audit functions professionally and according to international audit standards.

- A new dimension on training in CISA qualification is being promoted.
WORKING ENVIRONMENT

BUILDINGS

- The Headquarter of the National Audit Office is in Dar es Salaam, a building along Samora Avenue.
- We also own another building along Nyerere Road EX-KAMATA building which is used by Auditors working situated in various Ministries.
WORKING ENVIRONMENT

BUILDINGS

- NAO is expecting to accommodate all our Auditors working in the Ministries in a new building owned by NHC along Samora Avenue Street.

- NAO is striving hard to build its own offices in the Regions. So far we have our own buildings in Arusha, Kilimanjaro, Manyara, Lindi, Morogoro, Singida, Shinyanga and Mbeya.

- We are currently have an on going buildings in Dodoma and Sumbawanga.

- This F/Y we will build new offices in Iringa and Musoma.

- The office is also in the process of building a New Training Center in Gezaulole, Kigamboni.
WORKING EQUIPMENTS

MACHINES
The National Audit Office has adequate working equipment which include Desktop Computers, Laptops for each new graduate employee, Heavy duty Photocopy machines, Printers, Projectors, Scanners, Cameras and heavy duty generators.

VEHICLES
NAO has a total 98 motor vehicles that enable the office to implement its work.
WORKING EQUIPMENTS

Furniture

All NAO Offices are well furnished.
WORKING DOCUMENTS

Important Working Documents include:

- The Constitution of the URT
- The Public Audit Act and its Regulations
- Regularity Audit Manual
- Teammate, ACL Softwares
- The NAO Five year Strategic Plan
- The Annual Audit Calendar (for Auditors)
- The Public Finance Act and its Regulations
- The Public Service Act and its Regulations
WORKING DOCUMENTS

- Standing Orders for the Public Service – 2009
- Various customized policy Documents i.e Outsourcing Policy, Training Policy, Financial Guidelines, Rental Policy, Communication Policy, ICT Policy.
INFORMATION TECHNOLOGY

- NAO harnesses technology in order to enhance the performance of its functions.
- All offices at the headquarters are connected with Local Area Network (LAN) and our new Buildings in the Regions are connected to the HQ through WAN.
The emphasis is to ensure that all auditors and other staff can use technology to enhance performance.
MEMBERSHIP

NAO is a member of various local, regional and international accounting and auditing bodies like; National Board of Accountants and Auditors, Procurement Professional Board, International Federation of Accountants, International Organization of Supreme Audit Institutions (INTOSAI), African Organization of Supreme Audit Institutions (AFROSASI) and the African Organization of Supreme Audit Institutions-English Speaking Countries (AFROSASI-E). NAO is also is a member of UN Audit Board.
I THANK YOU FOR LISTENING AND WELCOME ON BOARD