

2014-15

Samoa Audit Office

REPORT ON IRREGULARITIES

This report is on all irregularities reported for the financial year 2014-2015

*Please address all correspondences
to the Controller and Auditor General*



AUDIT OFFICE

16 December 2016

Afioga Toleafoa Fa'afisi
Honourable Speaker of the Legislative Assembly
Independent State of Samoa

Dear Mr. Speaker,

Report to Parliament – Report on Irregularities in the Ministries and Parliamentary and Constitutional Offices of the Independent State of Samoa reported to the Audit Office for the period, July 2014 to June 2015

In compliance with Article 98 of the Constitution of the Independent State of Samoa 1960 and Section 42 of the Audit Act 2013, I respectfully submit to you, for transmission to the Legislative Assembly of Samoa and for tabling in the next Parliament session, my Report on Irregularities in the Ministries and Parliamentary and Constitutional Offices of the Independent State of Samoa reported to the Audit Office for the period, July 2014 to June 2015.

Yours Sincerely,


Fuimaono Papali'i C. G. Afele
CONTROLLER AND AUDITOR-GENERAL

Foreword

All Ministries and Parliamentary and Constitutional Offices are required to report to the Audit Office any irregularities that occur within their entities related to cash, stores or other assets. The Ministry of Finance (MOF), through its Internal Audit and Investigations Division, carries out investigations of these irregularities.

This report is a summary of all irregularities reported to the Audit Office for the financial year 1 July 2014 to 30 June 2015 and it is my ninth report to Parliament since my initial appointment in late September 2010.

Irregularities are classified in our reports to parliament into three categories or types. These are:

- A. Vehicle Parts and Repairs
- B. Loss and Theft of Public Property
- C. Misappropriation of Public Funds

Irregularity reports must be submitted immediately after the incident to which they relate and must not be delayed pending the completion of any departmental, ministry or Police investigation, as per Treasury Instructions 2013.


Fuimaono Papali'i C. G. Afele
CONTROLLER AND AUDITOR-GENERAL

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Ministry Agriculture and Fisheries

Number of Irregularities 3

1. Damages to vehicle MAF20 – 2008, specific date unknown

Type	A. Vehicle Parts and Repairs
Value	\$1,468
Details	This was reported on 4 July 2014, six years after the accident. The vehicle windscreen had a tiny crack on it, when it was transferred under the CEO Division in 2008. There was no information or records of why, where and when the damage occurred but the crack has spread on the windscreen. The vehicle was not insured.
Action taken	MOF recommended that the Irregularity Report should be submitted immediately for any loss or damage to government properties. MAF should ensure that any future IR is lodged immediately and must ensure that all the supporting documents such as photos and quotes are attached. MAF will pay full cost of the new windscreen for the vehicle.

2. Damages to vehicle MAF04 on 22 November 2014

Type	A. Vehicle Parts and Repairs
Value	\$15,000
Details	This was reported on 1 December 2014. The vehicle driven by the office driver, hit a vehicle at Tuanaimato in front of the Aquatic Centre at about 9.30pm. The driver was driving under the influence. Damages were to the front bumper, tail gate, rear bumper and tail light of the other vehicle. The driver of the other vehicle lodged a claim for repairing their vehicle and personal expenses incurred from loss of transport. MAF vehicle was not insured. The matter was reported to the Police and investigation is still in progress.
Action taken	The driver was terminated. Cost was funded from the Ministry's output.

3. Damages to vehicle MAF55 on 26 February 2015

Type	A. Vehicle Parts and Repairs
Value	\$1,300
Details	This was reported on 25 March 2015. The vehicle was driven by the office driver, who went with three other officers to Falelauniu for veterinary home consultation. The driver reversed the vehicle and hit a tree causing damages to the rear right side door. MAF55 was insured, and a claim for

Action taken	coverage has been submitted and accepted by the insurance provider. The excess fee for damages to be paid is \$500. No investigation was undertaken by MOF.
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1. Damages to vehicle AG05 on 30 November 2013

Type	A. Vehicle Parts and Repairs
Value	\$598
Details	<p>This was reported on 4 December 2013.</p> <p>The vehicle was used by the Samoa Law and Justice Sector and was driven by the former Sector Coordinator at the time of the accident. She reversed the vehicle from a supermarket at Lotopa and bumped into a taxi which was parked behind AG05. She resigned from employment on 5 December 2013. The ministry vehicle was insured.</p>
Action taken	<p>MOF recommended that the Ministry meets cost of repairing the vehicle. The Sector was also advised to seek claim for compensation from the responsible driver (former Sector Coordinator) for cost of damages to the vehicle and they should comply with Government vehicle policies by ensuring that vehicles are used properly and only taken home by those who are entitled and/or authorised to.</p>

2. Damages to vehicle AG03 – unknown date

Type	A. Vehicle Parts and Repairs
Value	\$1,611.75
Details	<p>This was reported on 23 June 2015, upon request by IAID of MOF and SAO. There was a scratch on the left side entry and front bumper of the vehicle while it was parked at TATTE Building car park. The date and place of when this happened were unknown. There was insufficient evidence to confirm those responsible for damages. The vehicle was insured and it has already been repaired.</p>
Action taken	<p>MOF recommended that the IR be submitted on a timely basis and should have all relevant information. The OAG was reminded not to take the vehicle to the mechanic for repairs before IR was submitted as well as completing an investigation according to vehicle procedures. The responsible officers should be warned about their responsibilities to inspect vehicles daily and investigate and report on any irregularities involving government property/assets placed under their control and care. The OAG paid the cost of repairs.</p>

Ministry	Communication, Information and Technology
Number of Irregularities	1

1. Damages to vehicle MCIT07 on 25 January 2015

Type	A. Vehicle Parts and Repairs
Value	\$3,500
Details	<p>This was reported on 2 February 2015.</p> <p>The vehicle was used to drop off staff members of Radio 2AP after their shifts on Sunday. At Fagalii, the driver fell asleep and the vehicle went off the road and hit the fence of the golf course at Fagalii. The incident caused damages to the vehicle's front bumper and scratches on the left side. MCIT07 was insured, and the insurance provider will meet the full cost of repairs to the vehicle.</p>
Action taken	<p>MOF advised the Ministry to remind drivers that care must be exercised at all times when handling government vehicles to avoid incidents like this in the future. MCIT paid the excess fee of \$700 and \$450 for the cost of the tow truck. The driver will recover the excess fee and cost of the tow truck paid by the Ministry through payroll deductions of \$20 until the full amount is recovered.</p>

Ministry Education, Sports and Culture

Number of Irregularities 7

1. Damages to vehicle MESC21 on 14 August 2012

Type	A. Vehicle Parts and Repairs
Value	\$902
Details	This was reported on 24 July 2014, two years after the accident. A dent to the rear tailgate of MESC21 was caused while parked at the Ministry car park. The cause of the incident is not clear as there was no witness at the time of the incident.
Action taken	MOF recommended that the Ministry should be responsible for repair costs of \$902 since the cause of the incident is unknown. All Irregularity Reports are to be submitted immediately after the incident.

2. Damages to vehicle MESC24 on 19 January 2014

Type	A. Vehicle Parts and Repairs
Value	\$245
Details	This was reported on 18 August 2014, 151 days after the accident. The driver reversed the vehicle beside the Fale Samoa and hit the gate causing damage to the left side mirror.
Action taken	MOF recommended that all Irregularity Reports should be submitted to in a timely manner in compliance with the Treasury Instructions 2013. The negligent driver should recover cost of damages through salary fortnightly deductions of \$20 until the full amount of \$245 is recovered. He should be warned for not exercising due care in handling the Ministry's vehicle. Relevant documents such as photos and drivers license should be submitted with the IRs to speed up the investigation process.

3. Damages to vehicle MESC25 on 18 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,978
Details	This was reported on 20 October 2014. The vehicle was parked at the Ministry car park during the weekend. The driver and the senior officer found a crack on the windscreen on Monday 20 th October 2014. They assumed that the damage was caused by a small gravel which may have flipped from lawn mowing. MESC25 has already been fixed and paid by the insurance provider. The excess of \$200 has already been paid by the Ministry.

Action taken	MOF recommended that similar cases like this in the future should be claimed against the lawn mowing contractor if they are careless with their work, to safeguard Government property or assets. The Ministry should advise the lawn mowing contractor to have a tarpaulin to cover windscreen of vehicles when they do their work from now on. The Ministry should also remove all the vehicles from the car park when the lawn is mowed in order to ensure the vehicles are safeguarded.
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4. Damages to vehicle MESC04 on 15 August 2014

Type	A. Vehicle Parts and Repairs
Value	\$575
Details	This was reported on 19 August 2014. The vehicle used by the Principal of Samoa College was parked at Apia Park parking area during Athletics. After the games, he noticed a dent on the rear tailgate and bumper. There was no witness at the scene at the time of the incident.
Action taken	MOF recommended that the Ministry should pay the full amount to fix the damages. A written agreement must be declared to authorize Principals of Government Schools to drive Government vehicles.

5. Damages to vehicle MESC25 on 4 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,151.44
Details	This was reported on 21 October 2014. The part time driver parked the vehicle at Salelologa wharf for two days before returning back to Apia. When he went back to pick up MESC25, he saw scratches on the engine cover and doors. MESC25 was insured and the insurance provider has already paid the cost of repainting and repairs. The excess fee of \$500 was paid by the Ministry.
Action taken	The Ministry should enforce all drivers to garage all government vehicles within the Ministry compound.

6. Damages to vehicle MESC24 on 19 December 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,587
Details	This was reported on 15 January 2015. The vehicle parts including brake hose, wire to the starter and lights underneath the rear side were damaged as a result of dog bites. MESC24 was parked beside the compound rubbish collection site on the night of

the accident. The vehicle was not insured. The damaged parts were fixed at the cost of \$1,449.

Action taken MESC was recommended to insure the vehicle and ensure that any damages to government properties must be reported through Irregularity Reports to the Ministry of Finance before repairs. The Ministry should not park any Government vehicles beside the rubbish site to avoid similar incidents in the future. The Ministry shall meet the full costs of repairing the vehicle.

7. *Damaged laptop on November 2014*

Type Special Investigation

Value \$1,350.00

Details This was reported on 23 February 2015.

The laptop was purchased in October 2010 and was used by the Inclusive Education Advisor for her daily work. The laptop screen was broken when she slipped and dropped it. The Ministry raised a purchase order on 11 November 2014 and a new laptop was supplied by SSAB on the same date.

Action taken The Inclusive Education Advisor was advised to pay the cost of the new laptop due to her negligence causing damages. MOF also advised the Ministry to pay for the cost of \$1,350 while the Inclusive Education Advisor will pay \$50 through salary deduction on a fortnightly basis until the full cost is recovered. The Ministry should also ensure that the new laptop has the same capacity and specifications as the damaged laptop. The new laptop must be insured as per Treasury Instruction 2013.

Ministry	Electoral Commission
Number of Irregularities	1

1. Damages to vehicle OEC03 on 24 July 2014

Type	Special Investigation
Value	\$805
Details	This was reported on 29 September 2014, more than a month after the accident. The vehicle, while driving through the Government Building underpass, and was scratched on the top left side.
Action Taken	The responsible driver was advised to reimburse full amount of repaired cost of \$805 through salary deduction of \$25 every fortnight. The Ministry should officially warn the driver for reckless driving the Office vehicle and for using the vehicle without authorization. Staff involved should be informed to report any damages to Government vehicles immediately.

Ministry	Finance
Number of Irregularities	2

1. Missing 12 (5 gallons) water bottles on September 2014

Type	Special Investigation
Value	\$850
Details	This was reported on 1 November 2014. A contract was made with Le Vai Ltd on 28 August 2014 for the supply of 4000 (350mls) water bottles and 250 (5 gallons) water coolers to all SIDS conference venues. The missing water bottles (5 gallons) were stored at Partnership halls (Upolu and Savaii). A stocktake was performed on 5 September 2014, and suspected that water bottles went missing during the cleanup of these halls by MCIL and LA. The contract agreement is that any damage, loss or misuse of any 5 gallons water bottles will be replaced at a cost not exceeding \$70 per bottle.
Action taken	MOF recommended that the cost of replacing missing bottles with Le Vai Ltd should be paid under the SIDS fund. For future events proper controls should be developed and implemented to avoid similar incidents.

2. Damages to vehicle MFIN06 on 8 March 2015

Type	A. Vehicle Parts and Repairs
Value	\$770.50
Details	This was reported on 24 March 2015. The vehicle was on official run. The driver reversed the vehicle and hit the gate causing dents and scratches to the left rear tailgate. He was careless and he agrees to pay the full cost of repair. MFIN06 was insured.
Action taken	The Ministry was advised to pay the cost of fixing the damages and the responsible driver to recover the total cost through a payroll deduction of \$15 fortnightly until the full amount is recovered. The Ministry should warn all drivers to take extra care of government vehicles to prevent any future accidents, and to minimize loss to government.

Ministry	Foreign Affairs and Trade
Number of Irregularities	1

1. *Theft of office laptop on 31 May 2014*

Type	B. Loss and Theft of Property
Value	\$1,497
Details	This was reported on 12 June 2014. The laptop that was used by the Principal Finance was authorized to be taken home for office work. On Saturday night, the laptop was stolen from a break-in at his home at Ululoloa while he went out with his friends. The laptop was not insured.
Action taken	MOF recommended that the Principal Finance is responsible for recovering full cost of the lost laptop. MFAT should ensure that all assets especially those entrusted to staff and taken out of office premises are insured to avoid cost to Government in event of loss or damage or replacement. Ministry should develop a proper policy for use of assets which are taken by employees to their homes for official purpose. Ministry should ensure that the new laptop has the same capacity and specifications as the stolen laptop.

Ministry	Health
Number of Irregularities	1

1. *Alleged forging of Tenders Board approval on 5 June 2014*

Type	Special Investigation
Value	\$212,000
Details	The IAID conducted an investigation on 17 June 2014, into payment vouchers submitted to the Accounts Division of MOF on 13 June 2014 by the MOH in relation to sums payable to two suppliers; Supplier 1 for \$77,000 and to Supplier 2 for \$135,000. The former Procurement Specialist produced falsified letters of approval by the Tenders Board to support payments and forged signatures shown on the letters. Services and goods involved have not been provided by the two suppliers. She resigned from her position on 30 June 2014.
Action Taken	This case was referred to the Public Service Commission and the Ministry of Police for further investigation under their respective laws. Various recommendations were made by MOF to ensure proper systems of internal controls are in place and complied with to avoid any future misrepresentation and discrepancies of a similar incident in the future.

1. Damages to vehicle MJCA05 on 11 December 2013

Type	A. Vehicle Parts and Repairs
Value	\$2,909
Details	This was reported on 10 January 2014. The accident occurred at Vaivase Uta, due to the driver's recklessness as she drove too close behind a bus. This resulted to damages caused to the vehicle left front bumper and headlight when the bus suddenly stopped and moved backwards. The ministry vehicle is insured.
Action taken	MJCA proceeds with claiming insurance and paying the excess fee of \$1,341. The responsible driver was advised that a surcharge may be issued by the Financial Secretary, MOF in compliant with section 111 of the Public Finance Management Act 2001 if she refused to pay for cost of damages. She was also warned for not exercising due care while driving the Government vehicle. The ACEO-Corporate Division should remind all drivers/employees who are officially authorized to operate Government vehicles to exercise due care at all times to avoid similar incidents in the future.

2. Damages to vehicle MJCA06 on 10 March 2014

Type	A. Vehicle Parts and Repairs
Value	\$2,587.96
Details	This was reported on 7 July 2014, 119 days after the incident occurred. The vehicle crashed into a mango tree when the driver was reversing, resulting in damages to its rear windscreen. MJCA06 was not insured but it was already repaired.
Action taken	MOF had recommended MJCA to pay the total cost of repairing the vehicle and the responsible driver to recover the total cost paid by the Ministry through a payroll deduction of \$20 until full amount is recovered. All vehicles should be insured as required under the Treasury Instructions 2013 to recover costs of damages to Government vehicles. IR should be submitted to the Ministry of Finance in a timely manner. in compliance with the Treasury Instructions 2013.

3. Damages to vehicle MJCA19 since December 2013

Type	A. Vehicle Parts and Repairs
Value	\$2,000

Details	This was reported on 4 July 2014. The crack to the windscreen happened before the vehicle was assigned to the office of the Minister in December 2013. There was insufficient evidence to confirm who was responsible.
Action taken	MOF recommended for the Insurance to repair the vehicle and MJCA to pay the excess cost to the Insurance Company. The Ministry is reminded that the IR should be submitted immediately to the Financial Secretary in line with requirements of the Treasury Instruction.

4. Damages to vehicle MJCA01 on 6 December 2013

Type	A. Vehicle Parts and Repairs
Value	\$1,244.51
Details	This was reported on 10 January 2014. The incident occurred at Vaiala, when the driver reversed the vehicle and bumped into the veranda corner of his house. This caused damages to the vehicle's rear right side bumper. MJCA lodged a claim to the insurance provider.
Action taken	MOF recommended that this case should be closed because the vehicle MJCA01 was repaired and insurance excess costs of \$850 had been recovered by the responsible driver. However, he was reminded to ensure that the vehicle entrusted to him is operated with due care at all times to prevent similar incidents in the future. It must also be stressed that an IR should be lodged with MOF before the vehicle is referred for repair.

5. Damages to vehicle MJCA15 on 11 November 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,250
Details	This was reported on 19 December 2014. Both vehicles, MJCA15 and MJCA17 were parked at the Judges car park facing each other. The driver of MJCA17 who was inside the vehicle, grabbed his phone while the vehicle was still on and it accidentally moved forward and hit the MJCA15 causing damages to the front bumper.
Action taken	The insurance provider paid the cost for fixing the dent and the excess fee to be paid by the Ministry. The driver agreed to recover the total cost through a payroll deduction of \$15 fortnightly until the full amount is recovered. MOF recommended that the Ministry should submit an IR for MJCA17 if there's any damage. Drivers should be reminded to take care of government vehicles in order to prevent any future accidents, and to minimize loss to government.

6. ***Damages to vehicle MJCA17 on 27 September 2014***

Type	A. Vehicle Parts and Repairs
Value	\$1,798
Details	This was reported on 22 October 2014. The vehicle was damaged by the box of bamboos which fell off from the Court house and smashed the windscreen.
Action taken	MOF recommended the insurance provider to pay for the damages and the Ministry to pay the excess amount of \$1,250. The Ministry was advised to ensure all government vehicles are parked in a safe place or remove bamboo decorations near the parking lot to avoid any similar incidents in the future.

1. Damages to vehicle MNRE14 on 19 January 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,207.50
Details	This was reported on 13 March 2014, 21 days after the incident. The Associate Minister parked the vehicle at the EFKS Youth Hall while attending a church service. He had only noticed damages to the vehicle's tail light and rear bumper when he arrived home. The vehicle has now been repaired and the cost of damages was covered by the insurance provider.
Action Taken	The Ministry should not refer any vehicles for repair until the IR is referred to the Ministry of Finance and the investigation is completed. The Ministry should pay the excess amount of \$500 to the insurance provider.

2. Damages to vehicle MNRE36 on 23 February 2014

Type	A. Vehicle Parts and Repairs
Value	\$10,800
Details	This was reported on 27 February 2014. A private taxi whose driver was driving under the influence crashed onto MNRE36 causing damages to the front and rear right doors. The accident was reported to the Ministry of Police. MNRE36 was insured and the insurance provider will cover the damages.
Action Taken	MNRE was advised to pay the excess amount of \$500. The MNRE should seek compensation from the third party to recover costs of damages to the government vehicle. The Ministry should review its insurance policy for all vehicles to clarify on how to deal with circumstances where a third party is not insured and cannot reimburse costs of damages caused. In this case, agreement should be made between the insured and the insurer to facilitate the efficient measure of recovery action. This will avoid any future disputes or misunderstanding on matters like distribution of monies recovered/reimbursed, issue of how costs of any action is shared and agreed channels of communication etc.

3. Damages to vehicle MNRE56 on 20 April 2013

Type	A. Vehicle Parts and Repairs
Value	\$3,000

Details	<p>This was reported on 25 April 2013.</p> <p>The vehicle was on an official run transporting staff night shift from Vailele and Moataa, when a drunk driver hit the back of the MNRE56 causing a dent on the bumper and broken rear light. The accident was reported to the Ministry of Police. The ministry's vehicle was not insured.</p>
Action Taken	<p>MOF recommended that MNRE pay the cost of repairing the vehicle. The Ministry must ensure to insure all vehicles as per Treasury Instructions 2013 to reduce costs to Government from any similar incidents in the future.</p>

4. *Stolen camera in Suva Fiji on 31 January 2014*

Type	B. Loss and Theft of Public Property
Value	\$150
Details	<p>This was reported on 11 March 2014, 39 days after the accident. The Ministry's camera was stolen by street pick-pockets while the ACEO-Corporate Service attended a workshop in Suva, Fiji. The stolen camera was not insured.</p>
Action Taken	<p>The responsible officer has agreed to recover the loss of the camera through payroll deductions of \$20 until the full amount is recovered. She was also reminded about practicing due care at all times to avoid such incidents. The Ministry should provide insurance coverage for Ministry's property (camera).</p>

5. *Damages to vehicle MNRE02 on 7 June 2014*

Type	A. Vehicle Parts and Repairs
Value	\$805
Details	<p>This was reported on 7 July 2014. The incident occurred at Tufuiopa, when the driver reversed the vehicle and the gate door swung towards front left door causing damages to the vehicle.</p>
Action Taken	<p>The insurance provider to meet the cost of repairs with the excess amount of \$500 to be paid by the responsible driver (ACEO- PUMA). The Ministry was reminded to exercise care at all times to avoid such incidents.</p>

6. *Damages to vehicle MNRE37 on 12 December 2014*

Type	A. Vehicle Parts and Repairs
Value	\$1,200

Details	This was reported on 22 December 2014. The driver only noticed the crack on the window on a trip to Savaii. It is unknown how and where the incident took place. The vehicle was not insured.
Action Taken	The Ministry was recommended to bear the cost of replacing the new windscreen of \$1,200 and to warn authorized drivers to drive government vehicles with due care. They were also advised to ensure that all properties in its control or possession (especially vehicles and other property prone to damages) are insured so as to avoid or minimize costs to the Ministry and comply with Treasury Instructions 2013.

7. Damages to vehicle MNRE38 on 7 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$9,600
Details	This was reported on 23 October 2014. The driver drove the vehicle through the unsealed and bumpy road at Auala village when a sudden loud noise was followed by the shattering of the rear window canopy,
Action Taken	The insurance provider to pay the full cost of repairs, with the excess amount of \$300 to be paid by the Ministry. MOF recommended that the Ministry should notify the Ministry of Finance IAID division for vehicle inspection before referral to the mechanic for repair.

8. Missing Boxes of Lights on 21 April 2015

Type	B. Loss and Theft of Public Property
Value	Unknown
Details	This was reported on 27 April 2015. These missing lights were from PEEP2 project under the Renewable Energy Division and were stored at the Ministry car park office at Sogi. The Senior Maintenance Officer, Transport Officer, 3 Maintenance Assistants and the Night watchman were the only personnel based at the car park.
Action Taken	No investigation by MOF.

9. Damages to vehicle MNRE04 - unknown date

Type	A. Vehicle Parts and Repairs
Value	\$3,500
Details	This was reported on 30 March 2015. The vehicle sustained damage when a Suzuki vehicle crashed into it while trying to enter the back gate of TATTE building. Police reported that the Ministry driver is charged with careless driving and having an unlicensed driver. The vehicle is not insured.

Action Taken	MOF recommended that the MNRE should pay for the cost of repairs while the responsible driver recovers this through salary deduction, MNRE must issue a stern warning to the driver for his negligence in driving the vehicle without authorization, unlicensed and thus causing the damages. The MNRE was also advised: to implement strong control policies to safeguard government vehicles from unauthorized use; to ensure that only authorized drivers with a valid drivers license drive Ministry vehicles; to ensure all government vehicles must be insured; and to remind all drivers to practice due care at all times when operating Ministry vehicles.
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10. Damages to vehicle MNRE19 on 14 November 2014

Type	A. Vehicle Parts and Repairs
Value	Unknown
Details	This was reported on 24 November 2014. The damages to the vehicle were caused by another vehicle when the driver accidentally hit the right front door of the MNRE19. The accident was reported to the Police. The Ministry vehicle was insured.
Action Taken	MOF recommended that the Ministry should lodge a claim to the insurance provider for payment of the damages and MNRE to pay the excess amount of \$500. Since the other driver was at fault, MNRE was advised to seek full compensation from him for the excess fee or consider legal action against him.

Ministry	Police
Number of Irregularities	21

1. Damages to vehicle POL04 on December 2012

Type	A. Vehicle Parts and Repairs
Value	\$250
Details	This was reported on 30 April 2014, almost two years after the accident. The driver reversed the vehicle and hit a coconut tree trunk, causing damage to the left side lamp. The broken lamp was fixed on September 2013 and payment to the mechanic is still withheld. The Ministry of Police terminated the officer in July 2013.
Action taken	The Ministry should pay the cost of fixing the rear lamp. To avoid potential challenges such as claiming cost of repairs after employee dismissals, Ministry should lodge IRs to Ministry of Finance for investigations before decisions and/or disciplinary actions are made.

2. Damages to vehicle POL45 on 20 August 2013

Type	A. Vehicle Parts and Repairs
Value	\$414
Details	This was reported on 12 September 2013, 21 days after the accident. The vehicle stopped to give way for people crossing the road when a private vehicle failed to stop and hit the rear bumper of POL45, causing a dent. The Ministry vehicle was insured but the excess is higher than the cost of repairs.
Action taken	MOF recommended that Police pay the full cost of fixing the dent on the rear bumper and should seek compensation from the driver of the private vehicle.

3. Damages to vehicle POL34 on 2 September 2013

Type	A. Vehicle Parts and Repairs
Value	\$3,805
Details	This was reported on 12 September 2013. The police officer used the vehicle for personal matters without authorization, at the time of the incident. He hit the rear right side of a private vehicle and damaged the left front fender, front bumper and head light of POL34. The vehicle is insured at Progressive Insurance. The police officer has privately paid for the cost of damages to the private vehicle.
Action taken	MOF recommended that a proper authorization should be made to authorize officers to drive Ministry's vehicle. The driver should be warned for using the vehicle unauthorized and for not exercising due care in

handling government properties. The Ministry will pay for the full cost \$3,805 of repair but the driver will recover it by deducting \$50 from his salary per fortnight. The Ministry should document an official vehicle use policy and conduct a training for all officers including the penalties and consequences of unauthorized use of vehicles.

4. Damages to vehicle POL47 on 25 October 2013

Type	A. Vehicle Parts and Repairs
Value	\$977.50
Details	This was reported on 25 April 2014, 129 days after the accident. During an official run, a Nissan (private vehicle) came from the opposite direction and driven closer to the police vehicle with an open back door, scratched the right rear side of the police vehicle. The vehicle was insured.
Action taken	MOF recommended that the Ministry should press criminal charges against the driver of the private vehicle in order to recover the cost of repairs.

5. Damages to vehicle POL45 on 26 October 2013

Type	A. Vehicle Parts and Repairs
Value	\$480
Details	This was reported on 29 April 2014, 228 days after the accident. The accident occurred at Fasitoo Tai village when a RAV4 (#15659) hit the POL45 from behind while slowing down, waiting for the taxi ahead to turn left. This caused a dent on its rear bumper. The vehicle is insured but cost of damage was less than the excess insurance amount.
Action taken	MOF recommended that the Ministry should seek compensation from the third party to pay for the vehicle repairs. The Ministry would only meet costs of damages if the court's decision on claim for compensation is unsuccessful.

6. Damages to government vehicle POL03 on 13 December 2013

Type	A. Vehicle Parts and Repairs
Value	\$680
Details	This was reported on 22 September 2014, 196 days after the accident. The vehicle's left side mirror was found lying on the front seat by the two constable officers. It is unknown how and when the mirror was broken, or

	who are responsible for damages caused to POL03 as there is insufficient evidence to confirm it. The vehicle has already repaired.
Action taken	MOF recommended that the cost of repair should be paid by the Ministry as the person responsible for the broken mirror could not be identified. The Ministry is advised to enforce officers about their responsibilities to investigate and report any irregularities involving government properties/assets placed under their control and care. Similar issues were noted from the Ministry which required co-operation. Senior Officers of the Ministry should be responsible for proper procedures in monitoring of government vehicles.

7. Damages to vehicle POL35 on 28 December 2013

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 22 September 2014, almost 9 months after the accident. A hilux double cab travelling on the outside lane suddenly turned into the Auto Petrol Station causing POL35 to hit its rear end resulting in damages to the front bumper. The vehicle as insured and the insurance provider has already repaired damages with an excess fee of \$500.
Action taken	Police must pay the excess fee of \$500 and enforce the officers involved in the accident to attend the interviews by MOF to confirm details pertaining to irregularity reports.

8. Damages to vehicle POL53 on 2 February 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 29 April 2014. Police attended a call for disorderly conduct, where the vehicle's bonnet was hit with a hard object. The two men were then held in custody and charged in relation to the incident. POL53 was insured.
Action taken	MOF recommended that the insurance provider shall pay for damages and Police to pay the excess \$500 to the insurance provider and wait for the court decision on the two men charged, to claim compensation for loss to the Ministry.

9. **Damages to vehicle Hilux 9381 on 7 March 2014**

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 29 April 2014. The vehicle was escorting the Honorable Prime Minister for the opening of the new access road at Aufaga when the vehicle's windscreen was cracked as a result of a flipping stone from a tar seal road Saleilua. Hilux 9381 was insured and the insurance provider will bear the cost of the windscreen with an excess fee of \$500.
Action taken	MOF recommended that the Ministry must pay the excess fee of \$500. Relevant documents should be submitted with irregularity reports to expedite process.

10. **Damages to vehicle POL17 on 18 March 2014**

Type	A. Vehicle Parts and Repairs
Value	\$1,000
Details	This was reported on 28 August 2014, 6 months after the accident. The police attended a call from a victim at Salelavalu. Upon arrival, the office vehicle was stoned and caused damages. POL17 was insured and the insurance provider will meet the costs of repairs with the excess amount of \$1000.
Action taken	MOF recommended that the insurance provider will pay for the cost of repairs and the Ministry must pay the excess amount of \$1000. Police should press charges against the suspects and also claim compensation for damages. Irregularity reports must be submitted on time with supporting documents.

11. **Damages to motorcycle POL21 on 26 March 2014**

Type	A. Vehicle Parts and Repairs
Value	\$543.38
Details	This was reported on 23 April 2014, 28 days after the incident occurred. The vehicle was on official duties and was heading from Lalomanu post to the main office at Apia. At Laulii, a stone was thrown at the vehicle causing a dent on the left door side. The culprit could not be found. POL21 was insured.
Action taken	MOF recommended that the Ministry should ensure that future irregularity reports were submitted on a timely basis, and it should have lodged an investigation to find the suspect in order to recover the

Ministry's loss as they will now pay for the full cost of damages to the mechanic.

12. Damages to vehicle POL04 on 27 March 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 23 April 2014. The vehicle was on an official run at Vaimea, around 2:55am. Two men at Vaimoso threw stones at the vehicle and cracked its windscreen and scratched the right side. The vehicle was insured. The two men involved were referred to Court for prosecution.
Action taken	MOF recommended that POL must proceed with the insurance claim for costs of repairs. The Ministry should pay the excess fee of \$500, and to consider a claim of compensation from suspects for the excess fee.

13. Damages to vehicle POL52 on 2 April 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 14 August 2014, 27 days after the accident. The vehicle was transferring prisoners to Tafaigata Prison. At Vaimoso Uta, the driver drove to the side of the road to avoid a head-on collision with a truck that overtook a bus from the opposite direction, causing damage to the side mirror and dents on the right side of POL52. The police vehicle was insured and the insurance provider will bear the cost of repairs with an excess fee of \$500.
Action taken	A truck driver was charged with careless driving that caused the accident. MOF recommended that irregularity reports should be submitted in a timely manner with supporting documents. POL must pay the excess fee of \$500 and this amount should be recovered by claiming compensation from the truck driver.

14. Damages to vehicle POL09 on 16 April 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 22 September 2014, 5 months after the accident. Police were following a suspected drunk driver at Lauateate Street at Vaitele. In an attempt to stop the vehicle, he caused a dent to the left

	side of POL09. The vehicle was insured and the insurance provider has already repaired damages with an excess fee of \$500.
Action taken	MOF recommended that the Ministry of Police should submit IRs on a timely basis so that matters can be attended to earlier. POL must pay the excess fee of \$500 and to pursue charges against the other driver.

15. Damages to vehicle POL09 on 19 April 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 22 September 2014, 5 months after the incident occurred. The vehicle was transporting an assault victim to the hospital with its emergency lights and siren on. When they reached the street lights at Vaimoso, a taxi did not stop and hit the rear side of POL09 which caused dents on the rear end and door. The vehicle was insured.
Action taken	MOF recommended that all Irregularity Reports must be lodged on a timely basis and all supporting documents are provided. . The Ministry must proceed with the insurance claim from the insurance provider to meet the cost of repairing the vehicle with payment of the excess fee of \$500, and to claim compensation from the taxi driver for the costs of damages.

16. Damages to vehicle POL30 on 21 April 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 29 April 2014. The vehicle's windscreen was cracked as a result of a stone thrown at Taufusi. POL30 was repaired before the investigation was completed and paid for by the insurance provider.
Action taken	MOF recommended that the Ministry should pay the excess amount of \$500 to the insurance provider. MOF should be advised to inspect the vehicle before repairs are made.

17 . Damages to motorcycle POL24 on 25 May 2014

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 3 March 2015, almost 10 months after the accident. Due to the rain, the motorcycle slipped and crashed off the side of the road when the officer reached the four corners at Matatufu, causing

	damages to the steering wheel and front side. POL24 was insured and the insurance provider will cover cost of damages.
Action taken	MOF recommended that the Ministry should pay the excess fee, with the driver to recover the total costs through payroll deduction of \$30 fortnightly until the full amount is recovered. The Ministry should remind all drivers to take extra care of government vehicles/motorcycles to prevent any future accidents, as to minimize loss to government. They must facilitate special training and/ or driving lessons for all Police drivers in order to reduce accidents involving Police vehicles.

18. Damages to vehicle POL52 on 17 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$3,600
Details	This was reported on 18 November 2014, a month after the accident. Damages to POL52 were caused by a horse running directly to the moving vehicle and into the front which caused damages to left headlight, left fender, bonnet and left side of the vehicle. POL52 was insured and the insurance provider will pay for damages with an excess amount of \$500 to be paid by POL.
Action taken	MOF recommended that POL pay the excess fee to the insurance company. The Irregularity reports should be submitted immediately after any incident. The Ministry should warn the driver for his carelessness while operating the Ministry's vehicle which resulted in damages to the vehicle and to warn all drivers to take extra care of government vehicles in order to prevent any future accidents as to minimize loss to government.

19. Damages to vehicle POL29 on 14 November 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,000
Details	This was reported on 17 November 2014. The vehicle went around the town clock heading to Matautu when a bus hit its rear left side and caused a dent.
Action taken	A bus driver was charged with carelessness and dangerous driving. He has paid the full cost of damages caused to POL29.

20. Misappropriation of cash on 20 November 2014

Type	Special Investigation
Value	\$190
Details	This was reported on 21 November 2014. The total collection of the day was \$425 however the cash on hand was \$235; \$150 was alleged to be used by the Officer 1 and \$40 by the Officer 2. They both admitted using of public funds for personal use. The amount was fully recovered. Officer 1 resigned, while Officer 2 was given a final warning and any similar incident will result in termination of service.
Action taken	MOF recommended the Ministry to remind all staff in control of public money about their responsibilities.

21. Damages to motorcycle POL23 on 9 January 2015

Type	A. Vehicle Parts and Repairs
Value	\$500
Details	This was reported on 16 February 2015, after 25 days of the incident. Police were dropping off the inmates to Vaiaata Prison and on their return, an incident occurred causing damages to the office vehicle. The vehicle was accidentally struck by a cow running towards them at Logoipulotu. The vehicle was insured.
Action taken	The insurance provider is advised to pay for the cost of repairs, with the excess amount to be paid by Police. All Irregularity Reports are to be submitted immediately after 14 days of the incident. The Ministry drivers should be reminded to take extra care of government vehicles in order to prevent any future accidents, and minimize loss to government.

1. Damages to vehicle MPMC01 on 20 January 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,350
Details	This was reported on 25 February 2014. The driver stopped to give way to a truck with a load of gravel. The vehicle's windscreen was later found cracked and was assumed that it might have been caused by gravel from the truck. The cracked windscreen was replaced by the insurance provider with the excess of \$200 paid by the Ministry.
Action taken	MPMC was advised to ensure that any future Irregularity Report must be submitted in 14 days after the incident and make sure all the supporting documents were attached. The Ministry should warn the responsible driver and all other drivers to exercise care at all times when operating government vehicles. MPMC should proceed with a claim to the insurance provider for damages and pay any excess fees.

1. Damages to vehicle PSC03 on 16 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,990
Details	This was reported on 5 November 2014. The vehicle PSC03 was on official business and accidentally hit by a private vehicle behind the Development Bank of Samoa, causing damages to its rear tail. The incident was reported to the Ministry of Police. The insurance provider paid for damages, with the excess amount of \$1,000 paid by PSC.
Action taken	MOF recommended that PSC should pay the excess fee to the insurance company and seek compensation from the other driver to recover the excess fee, as a result of reckless driving and thus causing damage to PSC vehicle.

2. Damages to vehicle PSC01 on 12 November 2014

Type	A. Vehicle Parts and Repairs
Value	\$9,350
Details	This was reported on 20 November 2014. The incident involved three vehicles. PSC01 gave way to an oncoming vehicle which drove straight to the back left side of another vehicle. This caused one of the cars to spin and collide against the PSC01 resulting in damages on the right front headlight, engine cover and internal leakages. The vehicle was insured.
Action taken	The insurance provider paid the cost of repairs with the excess amount to be paid by the driver of the other vehicle. Ministry of Finance should be advised to inspect the vehicle damage prior to repairs done.

1. Damages to vehicle SBS06 on 18 February 2014

Type	A. Vehicle Parts and Repairs
Value	\$1,500
Details	This was reported on 11 April 2014. The vehicle damages occurred as a result of the driver's negligence when he tried to maneuver the car inside the Government Building car park. The rear end of the vehicle struck the gate post as he reversed. SBS06 was insured.
Action taken	MOF recommended that SBS claim cost of damages from the insurance provider, and the driver to pay the excess cost.

2. Missing side mirror for vehicle SBS04 on 6 October 2014

Type	A. Vehicle Parts and Repairs
Value	\$350
Details	This was reported on 16 October 2014. The vehicle was parked at the Government Building on 3 October 2014 and during the weekend. The designated driver went to check the vehicle on Monday morning and noticed that the right side mirror was missing. SBS04 was insured.
Action Taken	SBS was advised to pay the cost of replacing the missing mirror. The security guards at the Government building should be to ensure the safety of vehicles in the parking lot. MOF advised SBS to ensure vehicles are parked inside a secure fence during the weekend.

3. Damaged rear window for vehicle SBS04 on 30 March 2015

Type	A. Vehicle Parts and Repairs
Value	\$2,000
Details	This was reported on 16 April 2015. The cause of damages to the vehicle is unknown. The vehicle was parked at the Government Building car park when the driver found the rear window of SBS04 had broken into pieces.
Action Taken	The insurance provider paid the cost of damages with the excess amount of \$500 paid by SBS. The Ministry drivers were advised to check the ministry vehicles daily and report any damages for inspection to avoid such incidents.

1. Damages to vehicle MINMWCD on 16 May 2014

Type	A. Vehicle Parts and Repairs
Value	\$3,330
Details	This was reported on 10 October 2014, 5 months after the incident occurred. The vehicles windscreen was cracked by a flipping stone from the side road during the Minister's official journey for Gataivai School opening in Savaii.
Action taken	The insurance provider paid for damages with the excess fee amount of \$1,250 paid by MWCD. MOF recommended that all reports were to be submitted immediately to be supported by relevant documents.

2. Damages to vehicle MWCD04 on 26 September 2014

Type	A. Vehicle Parts and Repairs
Value	\$6,000
Details	This was reported 20 October 2014. The accident occurred at Fugalei Market where the driver reversed the vehicle after staff shopping. The rear of the vehicle crashed into a steel post, causing damages to the rear windscreen and door.
Action taken	The insurance provider met the full cost of repairs to the vehicle with the excess fee of \$1,250 paid by MWCD. The driver will recover the same amount through a payroll deduction of \$20 until the full amount is recovered. MWCD was advised that care must be exercised at all times when handling government vehicles, to ensure future incidents like this are avoided.

3. Damages to vehicle MWCD05 on 9 November 2014

Type	A. Vehicle Parts and Repairs
Value	\$3,500
Details	This was reported on 28 November 2014. The vehicle was driven by the security officer without proper authorization at the time of the accident. He left the main office at about 10am and returned with scratches and damages on the door and front bumper at 3pm. MWCD recommended the immediate termination of this security officer.
Action taken	No investigation was undertaken by MOF.

4. ***Damages to vehicle MWCD07 (date of accident-unknown)***

Type	A. Vehicle Parts and Repairs
Value	\$2,500
Details	This was reported 13 November 2014. The vehicle was used by the late Associate Minister and was returned with a cracked windscreen. Damage was caused by gravel which fell from a truck bypassing the vehicle during a Ministry inspection in Savaii. MWCD07 was insured.
Action taken	MOF recommended that the cost for a new windscreen should be met by MWCD, as the Associate Minister had passed away and the responsible driver was no longer with the Ministry. MWCD should lodge a claim with the insurance provider, and relevant documents should support the irregularity reports to expedite the investigation process.

Ministry	Works, Transport and Infrastructure
Number of Irregularities	1

1. *Missing Permit Certification on 12 September 2014*

Type	Special Investigation
Value	Unknown
Details	This was reported on 25 September 2014. The permit book was used by the Building Division and the original permit #1797 was discovered missing by the ACEO on 12 September 2014. It was uncertain when, how and by whom was responsible for the missing permit.
Action taken	MOF recommended that the Ministry (specifically staff members of the Building Division) should be given a stern warning on reckless handling of government documents which are vital to the duties of the Ministry. MWTI should have an internal policy for handling documents