



International Organization for Migration (IOM)  
The UN Migration Agency

## OFFICE OF THE INSPECTOR GENERAL

### Management Response and Actions IOM Country Office Addis Ababa Audit File No. ET201801

The IOM Office of the Inspector General (OIG) conducted an internal audit of the IOM Addis Ababa (the “Country Office”) from 13 to 21 September 2018. The audit assessed the risk exposure and risk management of the Country Office’s activities, in order to ensure these are well understood and controlled by the country-level management and staff. The audit covered the activities of the Country Office from January 2017 to September 2018. The results of the audit are public and can be accessed through IOM’s global website<sup>1</sup>.

The OIG assessed the Office as partially effective, and raised 31 audit findings and recommendations, out of which 7 are high priority.

As of December 2020, there remain 12 (Medium and Low) open recommendations while all high priority recommendations were implemented.

The below report provides an explanation of the actions taken on the high priority findings since the 2018 audit and the current state of the IOM Addis Ababa office.

#### Management Response and Actions to the Internal Audit Report of ET201801 – IOM Addis Ababa

##### Management and Administration

##### **Finding No. 1: Segregation of Duties, PRISM roles mapping, and Delegation of Authority limitations** *Finding Closed*

The Purchase Order Approver role has been updated and implemented effective from 1 April 2019 onwards. The Resource Management Officer and Finance Resource Management Officer are two senior colleagues with Purchase Order Approver role. The Asset Controller role is currently assigned to one staff only. A Logistics and Supply Chain Assistant will be given the Procurement goods Received role once the recruitment is finalized by 15 December 2019, to ensure that same member of staff does not hold both Asset Controller and Procurement Goods Received roles.

##### Finance and Accounting

##### **Finding No. 11: Project budget monitoring needs to be strengthened** *Finding Closed*

A purchase request tracking sheet was introduced on 10 September 2019 to monitor all approved purchase request forms. Manual commitments are no longer done in the Country Office. An updated

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<sup>1</sup>[https://www.iom.int/sites/default/files/about-iom/audit/et201801-iom\\_addis\\_ababa.pdf](https://www.iom.int/sites/default/files/about-iom/audit/et201801-iom_addis_ababa.pdf)



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delegation of authority was shared to all staff in SharePoint, this is also updated in the standard operating procedure folder. Outstanding advance payments are being monitored on a monthly basis through our internal periodic checklist review. Sending monthly review through Compliance Officer Focal points have been introduced who review purchase request's work breakdown structure lines for budget availability prior to it being signed by Resource Management Officer, we are blocking further postings at the country office level. Focal person for specific projects monitors and ensure no postings are made following end of project. The end of project evaluation meetings between Resource Management Officer and project team occur one month before project end date to ensure everything is captured by a maximum of a month after project end date.

**Finding No. 12: Deficiencies in accounting procedures and documentations**

*Finding Closed*

Suggested recommendations have been implemented and are being monitored on a monthly basis through our internal periodic checklist review under the supervision of our Grants and Compliance officer. Weekly meetings are held with all Heads of Unit by Resource Management Officer. The same are done for all units within Resource Management Unit where issues such as training requirements and revisions to accounting policies are discussed.

**Procurement and Logistics**

**Finding No. 19: Vendor management needs improvement**

*Finding Closed*

Vendor information sheet is created by procurement and reviewed by the Resource Management Officer before being approved by the Chief of Mission. All supporting documentation is maintained in the vendor information file.

**Finding No. 20: Weaknesses in the procurement process**

*Finding Closed*

Manual purchase orders are no longer being used. Approval of purchase orders follow the delegation of authority; no purchase order is issued without approval. Procurement planning is in place and it is at the early stages of implementation and will require regular review to ensure compliance.

**Programme and Operations**

**Finding No. 24: Need for an enhanced reporting capacity and data validation for European Union Trust Fund projects**

*Finding Closed*

We provide monthly statistical and narrative report to the JI Regional Coordination Unit at the regional office, the information is compiled from MiMOSA and other activity reports. IOM Ethiopia also provides monthly information on programme expenditure. As the programme is centralized and managed by the Regional Office Nairobi, JI Ethiopia sends all reports and data to the Regional Office, which then shares it with Regional Office Brussels every month. The data management through MiMOSA improved over the months. Close support and supervision are provided by the Regional



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Office on a regular basis. Relevant trainings are also organized by the Regional Office. JI Ethiopia completed entering data of beneficiaries on MiMOSA. The returnee's reintegration process and status are also entered in MIMOSA. However, there are still technical issues in using reintegration interface of MiMOSA. The Regional Office continues to closely coordinate with Headquarters and Manila. The issue with MiMOSA is an institutional challenge and not limited to JI.

**Finding No. 25: Deficiencies in Displacement Tracking Matrix activities**

***Finding Closed***

There are 11 staff in the field dedicated to overseeing 80 enumerators, one staff in Addis is dedicated in coordinating this, while three staff members in Addis are dedicated to cleaning and verifying data; and one staff member is dedicated to approving the final data and analysis. All of this is supervised by an additional international staff member. There is a mechanism in place for verifying discrepancies with field teams and key informants as necessary that is in line with the global displacement tracking matrix methodology. This is coordinated by the staff member in Addis responsible for field operations and in coordination with the field focal points. This is also coordinated with the international reporting officer. There is no platform dedicated to displacement tracking matrix data collection, data is collected through Kobo and cleaned/analyzed by the four dedicated staff members mentioned above. As data collection progresses, field staff and the officer in charge of field operations report on status via email on a bi-weekly basis. Note that we are working on creating a platform to house all of our data in coordination with Headquarter teams, however, this is not part of a displacement tracking matrix project and for the time being is exclusively handled by the Information Management officer in Addis.

**OIG/Internal Audit Comment:**

**OIG - Internal Audit takes note of the action taken by the Office to close the recommendations and strongly encourages the timely implementation of the pending recommendations.**