

MFANTSEMAN MUNICIPAL ASSEMBLY



REPUBLIC OF GHANA

Tel : MCE's Office 233-042-94049
MCD's Office 233-042-94054

Our Ref. No: MMA/IAU/AC3/20

Your Ref. No:.....

In case of reply the
Number and date of the
Letter should be quoted



M.M.A.

Municipal Administration
P. O. Box SP 28
Saltpond

12th March, 2020.

THE CHAIRMAN
AUDIT COMMITTEE
MFANTSEMAN MUNICIPAL ASSEMBLY
SALTPOND.

**SUBMISSION OF MANAGEMENT LETTER ON THE AUDIT OF THE DISTRICT ASSEMBLY
COMMON FUND (DACF) ACCOUNTS AND OTHER RELATED RECORDS OF THE
MFANTSEMAN MUNICIPAL ASSEMBLY, SALTPOND FOR THE PERIOD 1 JANUARY-30TH
SEPTEMBER, 2019**

I forward herewith, the District Assembly Common Fund (DACF) in respect of the Mfantseman Municipal Assembly for the year ended 1ST January -30th September, 2019 for your perusal and necessary action.

Please find attached a copy of the management letter.

ALHAJI HARUNA A. SALAM

[MUNICIPAL COORDINATING DIRECTOR]

FOR: MUNICIPAL CHIEF EXECUTIVE

AUDIT SERVICE

In case of reply the number and date of the letter should be quoted



Good Governance
and Accountability

My Ref. No: TJ/MMA/DC/04

Your Ref. No:

Tel: 233 (0) 302 664920/28/29

Fax: 233 (0) 302 6751495

Website: www.ghaudit.org

P. O. Box..... 131

Cape Coast

28 February 2020

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THE MUNICIPAL CHIEF EXECUTIVE
MFANTSEMAM MUNICIPAL ASSEMBLY
SALTPOND.



MANAGEMENT LETTER ON THE AUDIT OF THE DISTRICT ASSEMBLY COMMON FUND (DACF) ACCOUNTS AND OTHER RELATED RECORDS OF THE MFANTSEMAM MUNICIPAL ASSEMBLY, SALTPOND FOR THE PERIOD 1 JANUARY - 30 SEPTEMBER 2019

Introduction

In accordance with our statutory mandate as enshrined in Article 187 (2) of the 1992 Constitution and Section 11(1) of the Audit Service Act, 2000 (Act 584), we have undertaken an audit of the District Assembly Common Fund (DACF) Accounts and other related records of Mfantseman Municipal Assembly covering the period 1 January to 30 September 2019.

2. The audit was conducted by Messers William Kwasi Kuvordo, Robert Atta Ampiaaw, Francis Atta-Yaw Aboagye and Mrs. Abigail Amissah.
3. We wish to bring to your attention the following observations and recommendations made during the audit for your necessary action. We have discussed these matters with the key officers concerned and their comments have been incorporated in this management letter.
4. We shall be grateful for your response within 30 days after the receipt of this report as stipulated in Section 29 (1) of the Audit Service Act, 2000 (Act 584). You are to note that failure to respond within 30 days of receipt of this letter shall result in your emoluments and other allowances withheld for so long as you fail to comply.

