

Government of Sierra Leone

REPORT ON

FY 2019 – 2021 POLICY HEARINGS AND BILATERAL BUDGET DISCUSSIONS

HELD FROM 12^{TH-} 29TH SEPTEMBER 2018

AT THE

BANK OF SIERRA LEONE COMPLEX KINGTOM FREETOWN

Budget Bureau Ministry of Finance

BACKGROUND

The FY 2019 -2021 consultative budget discussions with all relevant stakeholders including Vote Controllers and Heads Of Departments of Parastatals and State Owned Enterprises (SOEs) as well as the Private Sector including the Business Community were held as follow:

1. **NATIONAL POLICY HEARINGS:- Wednesday, 12th September 2018-** The Policy Hearings provided opportunity for Ministries Departments and Agencies (MDAs) including Local Councils, Parastatals and State Owned Enterprises (SOEs) to discuss and review updates on key sectoral policies as contained in the New Direction. This forum also provided opportunity for sectors including the business community to discuss and exchange ideas on issues relating to budget formulation and execution within the Medium Term Expenditure Framework (MTEF).

2. BILATERAL BUDGET DISCUSSIONS ON THE 2019 BUDGET FOR PARASTATALS AND STATE OWNED ENTERPRISES (SOEs) 13th – 14th SEPTEMBER 2018

This bilateral budget discussion was to enable stakeholders to agree on policies of strengthening fiscal and monetary consolidation of State Owned Enterprises (SOEs) in the broader general Government sector in line with Section 116 of the PFM Act 2016. The discussions also reviewed the institution's activities implemented and revenues generated in FY 2017 and FY 2018 as well as the budget and Strategic Plan for FY 2019.

3. BILATERAL BUDGET DISCUSSIONS FOR ALL MDAs:- 17^{th} - 29^{th} September 2018 starting at 8:00 am daily

The FY 2019 budget discussions were to enable key stakeholders to discuss and agree on policies that will guide resource allocations to various Ministries/ Departments/ Agencies (MDAs). The Budget discussions covered key activities implemented in FY 2017 up to the first half of FY 2018 and the budget as well as Strategic Plan for FY 2019 as outlined in the Budget Call Circular.

DETAILS OF THE BILATERAL BUDGET DISCUSSIONS OFFICE OF NATIONAL SECURITY (ONS)

It was disclosed that the Chiefdom Security Council (CHISEC) is only active and operational in fifteen (15) out of the one hundred and ninety one (191) chiefdoms. To further strengthening the security of the country, it was recommended for the expansion of CHISEC to all 191 chiefdoms. Concerns were raise on the huge number of undocumented foreigners across the country; it was also recommended that, the ONS work with Immigration in help in profiling foreigners as this will minimise security risk.

ONS is of the view that, the want to fully automate their operations. It was recommended for ONS to collaborate with the Directorate of Science, Technology and Innovation (DSTI) in this direction. It was also recommended for ONS join other Security Agencies in policing of our sea

waters. Civil Society Organisations (CSOs) encouraged the ONS to partner with them in providing sensitive information that might be vital for security of the state.

It was recommended by CSOs and other Non-State Actors for the Ministry of Finance to increase the budget of the Agency; and secondly, to disburse their allocations timely

IMMIGRATION DEPARTMENT

The Immigration Department disclosed that, their data base is not fully integrated and in most cases, data capture is done manually. The Chief Immigration Officer (CIO) informed MoF that, they want to develop and integrate the ICT Infrastructure of the Agency.

Concerns were raised on the security of the data managed by Securipot and as such, it was advised that, Immigration Department hold discussion with the appropriate Authorities for Immigration to take ownership of the data with Securipot.

It was recommended that, there is urgent need to recruit additional personnel to mann our porous borders as this might minimise the illegal crossing of these borders areas.

It was disclosed by the Agency that, they are facing huge challenge in recruiting the much needed staff because the Agency is not autonomous and it has to get clearance from the HRMO to it to recruit.

As the Agency is facing challenge in the area of manpower, it was recommended for the Agency in the interim work with scouts/volunteers in challenging unfamiliar or undocumented foreigners on the streets of the country.

There was call for Government to re-negotiate the printing of passports contract as it is the opinion of huge sections of the populace that it has so many flaws.

It was recommended that, there is urgent need to decentralise the issuance of passport to regional levels. This will ease the financial burden of the populace.

It was recommended by CSOs and NSAs for Immigration Department to use part of revenue its generate to help with their operations.

The Agency to work closely with its supervising Ministry in its drive to become autonomous as this will expedite the decision making and operations of the Agency.

SIERRA LEONE CORRECTIONAL SERVICE

It was disclosed that, the Institution is involved in agricultural initiatives to meet their food needs and in the long run sell the surplus to the local market and also export. In this vein, they are requesting for increase funding to engage in mechanise farming.

They Institution is currently engaged in collecting the biometric data of inmates but faced with inadequate availability of the machines. It was advised for them to reach out to NCRA for biometric machines to help with the process.

As a result of the outbreak of disease at the Bo prison sometime this year, it is the view of the Correctional Services that, an Inmate came in contact with the disease in a Police Cell. In this regard, it was recommended for Government to improve the conditions of Police Cells to avoid any future occurrence.

It was disclosed that, Prisons all over the country are overcrowded and such, it was recommended for Government to support the construction of more prisons to address this situation.

HUMAN RESOURCE MANAGEMENT OFFICE

As most MDAs are in dear need of personnel, it was recommended for the HRMO to work with the Office of the President to fast track recruitment with a view to fill in critical positions in the Service.

It was disclosed that, officials are posted to MDAs for with they do not possess the requisite skills and capabilities. It was advised for the HRMO to address the issue of mis-match in the Service Cadre.

It was recommended that because most officials are not willing to work in remote areas, there is need to recruit locals in areas where the vacancy exist.

HRMO requested for increase funding for the improvement of their ICT Infrastructure. Most of these funds will be allocated towards integrating the payroll function with the human resources function.

It was also recommended for the HRMO to organise trainings on corruption and work ethics for all officials of the Service or for a start Senior Officials.

The attention of the HRMO was called for it to address the staff needs of the Immigration Department and Sierra Leone Fire force. This has significantly hampered the operations of these Institutions.

NATIONAL ELECTORAL COMMISSION

As concerns where raise on the extraction of the Voters Registration for future elections, it was advised for NEC and NRCA to collaborate on extraction of the voter register as government is no longer willing to fund this activity.

Also, concerns were raised on the security of peoples' data security; it was also advised that NEC collaborate with NCRA on the security of the DATA.

NEC appealed for Government to provide security for critical staff of the institutions. NEC also disclosed that, they are in urgent need for the construction of their regional offices in BO and Kenema for the safety and management of its data. In this vein, the requesting funds for their development budget to undertake these activities.

It was also recommended for NEC to collaborate with the Innovation Directorate on data management and security

NATIONAL CIVIL REGISTRATION AUTHORITY

It was discovered during the presentation that, the budget for exhibition of Civil Register was too high and do not provide sufficient details. It was advised for NCRA to critically review the exhibition of the Civil Register budget and resubmit it. It was also advised for NCRA to work out a realistic date for the validation process taking into consideration the school term.

It was recommended for NCRA work closely the Steering Committee to quickly reach a decision on the type of ID Cards to be issued as this has some budgetary implications.

Concerns were raised on the location of the Agency. People are of the view that the location is to not ideal and as such poses some major risks. It was recommended for government to provide funds for the construction of a new office.

SIERRA LEONE CIVIL AVIATION AUTHORITY (SLCAA)

The Authority disclosed a huge amount of arrears accumulated as international subscriptions which has limited the Agency's Performance; it was agreed for MoF to assist in the settlement of these arrears by working with the Agency to design a settlement plan.

It was also disclosed that, the Agency cannot reach its full revenue potential owing largely to the lack capacity. The Agency requested MoF to provide funds to enhance its capacity. The Agency pleaded with MoF for government to reconsider its decision and to allow the it to retain some or all of its revenue generated.

It was advised for the Agency to look for funding from International Aviation Organisation in the area of technical assistance. It was agreed for MoF to mediate between SLCAA and SLAA, for the later to transfer in full funds owned to SLCAA. SLCAA was encouraged to revise the SLCAA Act of 2008. When achieved, it will enable the Agency to be proactive in revenue generation.

MINISTRY INFORMATION AND COMMUNICATION (MIC)

It was discovered that digital communication should be at the fore front of communication and as such, it was recommended for the Ministry to move assiduously from analog to digital. Mindful of the fact that E-transaction platforms are springing up around the country, MIC was advised to fast track the E-transaction bill which might enhance revenue collection.

It was also advised for the Creation of a PIU to coordinate projects within the Ministry. It was observed that, MDAs are involved in ICT related activities without the knowledge of the MIC; it was recommended for the Ministry to take ownership of ICT requirements for all MDAs. MIC was encouraged to share and equally charge MDAs for internet service as way of harmonising the cost of internet.

It was recommended for Government to provide funds to MIC for the payment of Microsoft licenses for all MDAs; this will attract huge discount/savings.

CENTRAL INTELLIGENCE AND SECURITY UNIT (CISU)

It was disclosed that, the untimely disbursement of funds is seriously hindering operations of the organisation. CISU was encouraged to prioritise the deployment of Intelligence Officers to all border entry points in a view to boost security.

It was discovered from the presentation that, the welfare of staff when compared to some Government Agencies is nothing to write about. It was recommended for Government to improve the welfare of staff of the Agency. It was observed that, there is need for CISU to work with the civil populace for an understanding of their role; this will assist the quality intelligence.

STATISTICS SIERRA LEONE (SSL)

The Agency is concern with the untimely disbursement of funds and appeal for an increase to their budget. The SSL appealed to MoF for the attention of Government to provide funds for the rehabilitation of the SSL HQ given its current status. SSL was advised to include it in their development budget for consideration.

It was recommended by CSOs and NSAs to improve the welfare of staff of SSL given the nature of their work. It was agreed that, MoF will consider their PIP budget as this is linked to providing credible data needed for development agenda. SSL was advised to be clear and provide sufficient information all donor support to avoid duplication of resources.

ROAD MAINTENANCE FUND ADMINISTRATION (RMFA)

It was agreed for MoF to provide the Agency with an Internal Auditor is which function is currently outsourced. This will lead to some costs savings. It was recommended for the transfers by SLRSA to RMFA to be reconciled as there are claims and counter claims on its accuracy.

RMFA was advised to provide a comprehensive list of all the roads they are funding as this will provide an opportunity not only for MoF but for CSOs and NSAs to monitor these activities. It was also recommended for RFMA to be represented in the SLRSA Board; this will greatly enhance coordination between the two institutions.

GOVERNMENT PRINTING DEPARTMENT (GPD)

It was recommended that, Government should ensure that all MDAs work with GPD on their printing requirements. This might save Government some costs and it will improve the revenue generation of the department. The Government Printer (GP) to work closely with HRMO to expedite the recruitment of badly needed staff. It was observed that the department has a huge number of ageing staff. It also observed that, there is need for the GP to build capacity of their staff so the Agency can compete in the market.

It was recommended for Government to re-visit the contract with the Ghanaian company operating at the department. It was advised that, the GPD should use government and university libraries to market products as the location of their library is not ideal for the public. It was recommended for Government to tie salary of GPD staff to revenue generation; this will serve as motivation for them.

Government should invest hugely on machines and equipment to enable GOP to even print even passports and other sensitive documents. The GPD was encouraged to prepare a concept note detailing how to transform the Department into a major revenue generating Agency.

SIERRA LEONE BROADCASTING COOPERATION (SLBC)

It was recommended for SLBC to agree on payment plan with its creditors as way of settling the over Le 1 billion arrears accumulated.

It was agreed for SLBC to conduct a tour of all SLBC property nationwide in order to put together a comprehensive list of them. In return, Government should assist SLBC to have title deeds for all its properties as it is evidence that most of these properties have been encroached into.

It was agreed for MoF in consultation with MoPED to look into the capital budget of SLBC. Need to review SLBC Act to see how best it can incorporate radio and television licenses as in the UK which can generate much needed revenue for the operations of the Agency. Government in turn will only support their development projects.

MINISTRY OF INTERNAL AFFAIRS

It was agreed for the Ministry to work with Immigration Department in realising their dream of becoming an Autonomous Body. It was also agreed for the Ministry to help the Immigration Department in holding further discussions with HRMO for the recruitment of officers.

The Ministry Internal Affairs to assist the Correctional Service to reach out to NCRA in providing them with some biometric machines. The Ministry to assist NCRA in bringing to the attention of the Steering Committee the need to reach a decision on type of ID Cards needed for national use. It was recommended for the Ministry to work closely with the SLP and FCC to rid the BCC of street traders and bike riders.

MINISTRY OF DEFENCE (MOD)

It was agreed for government and MoD to reach a strategy as how to settle the huge arrears payment.

It was recommended for Government to invest the marine wing which will complement revenue generation of the Marine Resources Ministry. The Ministry should continue work on concluding the Marine Policy for the approval by Cabinet and House of Parliament. It was agreed for the Ministry to capacitate the Engineering Division for it to be able construct housing for its service men and women. It was agreed for the Military to engage in mechanise farming to assist in meeting the rice supply of the military and possibly sell the surplus

INDEPENDENT MEDIA COMMISSION (IMC)

It was advised that, IMC engage the MoF and MoPED on acquiring a blogger monitoring machine. It was observed that, the advent of the social media has pose so many challenges and such, there is need for an internet exchange to monitor what goes to public domain.

It was observed that some media houses continue to broadcast without renewing their licenses, it was advised for IMC to collaborate with NATCOM to regulate the print and electronic media. It was recommended for community radios to be funded by local councils.

It was agreed for IMC to review the Act of 2000 to be more robust. IMC to continue to develop the capacity of the media practitioners. It was recommended for IMC to ensure that media houses at least pay Reporters the minimum wage

NATIONAL PROTECTED AREA AUTHORITY (NPAA)

The authority to account for funds received from various donors in 2017 and 2018: EU, UNDP, CSSL and REDD Capacity. NPAA was asked to work closely with EPA and the Ministry of Agriculture to continue to put policies in place for the safety environment

SIERRA LEONE AGRICULTURAL RESEARCH INSTITUTE (SLARI)

It was agreed for SLARI to account and provide sufficient information for all donor funds. SLARI was advised to redirect its budgeted funds to the core functions of the institute when submitting the final report to the Ministry of Finance. SLARI was not able to account properly for moneys received from the Ministry of Finance in 2018.

MINISTRY OF LANDS, HOUSING AND THE ENVIRONMENT

It was observed that, the Ministry allocated 48% of their proposed budget to administration; it was resolved that Lands must review it budget to direct most of it resources to Environmental Management; and Planning and Policy Units. It was also observed that, the Ministry lacks a Monitoring and Evaluation Unit, it was resolved that M&E division must be established.

SIERRA LEONE ROADS AUTHORITY (SLRA)

It was agreed for MoF to organize a meeting with all stakeholders in the road sector - Road Safety Authority, Road Maintenance Fund, Road Authority and Ministry of Works and Public Assets to enhance coordination. It was recommended for SLRA to look into the high cost of consultancy services and see how best staff of the institution can step in to reduce these costs.

LOCAL GOVERNMENT SERVICE COMMISSION

It was recommended for LGSC, PSRU and MLRD to conduct staff assessment and proffer recommendations on the way forward. It was observed that, the specific capacity gap is as a result of lack of motivation. The Commission made an appeal on the need for autonomy.

It was disclosed that, the Commission is least funded under the office of president. It was recommended for urgent recruitment of staff for three new councils and should be done within the locality. It was agreed for the Commission to establish regional offices to improve on their performance standing in 2019.

RIGHT TO ACCESS INFORMATION COMMISSION

It was recommended for the Commission to recruits staff to effectively perform its function in the regions. It was agreed for the Commission to recruit an Internal Audit assist in internal controls. The Commission was also requested to open an office in the Port Loko to cover the Northwest region. It was recommended for the Commission to engage the Minister of Information and Communication on its activities.

MINISTRY OF MINES AND MINERAL AGENCY

The chairman called the presentation to order and welcomed staff of Ministry of Mines and Mineral Resources. The mission statement explained as follows: To promote mining investment and regulate the mining industry in Sierra Leone, through the adoption and implementation of appropriate policies and programmes geared towards the realisation of potential economic benefits from mining and mining related activities for sustainable national development and improved quality of life and prosperity for the people of Sierra Leone.

The budget allocation and actual disbursement for 2018 was outlined. Budget estimate for 2018 was Le2.87 billion. Approved budget was Le2.17 billion and actual disbursement for 2018 amounted to Le953.99 million representing 44% of approved budget.

The following achievements were highlighted:

- ➤ Mineral Sector Benchmarking Assessment Report Completed.
- ➤ Deliverable I: Minerals Policy 95% completion.
- ➤ Deliverable II: Artisanal Mining Policy 95% completion.
- ➤ Deliverable III: Artisanal Mining Regulations 25% completion
- Five year strategic plan 2018-2022: Completed.

The challenges were as follows:

- Disbursement lower than approved budge.t
- **\Delta** Late disbursement.
- ❖ Inadequate technical staff.
- ❖ Insufficient vehicles and motor cycles for effective implementation of activities.
- ❖ Insufficient and inadequate equipment.

The 2019 deliverables were stated as:

- **Section** Establishment of Policy Directorate.
- ❖ Mines and Minerals Act 2019.
- Minerals Development Communication Strategy.
- ❖ Comprehensive Final MMA 2019 Operational Regulations.
- ❖ Comprehensive Final AM Operational Regulations 2019.

The civil society activists raised a number of issues:

- a. Drafting of policy relating to Artisanal mining.
- b. Strategy or policy needed for long term benefit for the people of Sierra Leone.
- c. Effect monitory in mining areas is lacking.
- d. To consult or involve local people (land owners) in review of policies.
- e. Sensitisation of the local people in communities upon completion of policies.
- f. To stop the exploration processes in mining areas.
- g. Use of heavy duty machines in artisanal mining.
- h. No payment for land reclamation.
- i. Restructuring of deliverables presented.
- j. To capacitate mines monitors in order to minimize illicit mining

The following points were highlighted for action to be taken:

- a. No budget officer in the budget committee and minutes of budget committee presented.
- b. No procurement plan.

A motion was moved by civil society member for the adoption and approval of Ministry of Mines and Mineral Resources 2019 Budget.

NATIONAL MINERALS AGENCY (NMA)

The presentation was called to order by the chairman and he welcomed NMA staff. NMA staff members were introduced by the presenter.

He explained about the importance of the mining sector to the economy and public perception about mining. He spoke about mining project life cycle, necessity to explore which determines the investment potential and license applications and monitoring.

The contributions of mining revenue to total NRA revenue for 2013, 2014, 2015, 2016, 2017 were Le440 billion, Le386 billion, Le345 billion, Le315 billion and Le239 billion respectively. To promote the development of the minerals sector by effectively and efficiently managing the administration and regulation of mineral rights and minerals trading in Sierra Leone, to provide technical and other support to the minerals sector including geographical survey and data collection activities.

To ensure maximum benefits for Sierra Leoneans from our mineral resources.

To be a world class professional and technical regulatory organization, serving and developing Sierra Leone's mineral sector and local communities.

Budget requested for 2018 amounted to LeLe3.7 billion and budget allocation was Le3.2 billion. Nothing was received as budgetary support from the consolidated fund and Le9.8 billion was received from other revenue sources (Jan – June 2018). The sum of Le3.4 billion was expended from January to June of 2018. Donor support by World Bank, UNDP and GIZ were \$8,080,000, \$42,000 and \$66,000 respectively. Activities implemented included:

- * Revenue Contribution
- Monitory and Compliance
- Promoting the Rights of Communities
- Communication and Sensitization

Achievements

- ❖ Effective collaboration with NRA to ensure mineral rights holders comply with financial obligations in a timely manner
- Preparation of EITI reports
- Cleaning of Minerals Rights Map.
- * Refurbishment of Geological Survey Building at New England as NMA headquarter
- * Rehabilitation of regional office in Kenema
- ❖ Establishment of Geodata Information Management System (GIMS)
- Development of minerals laboratory.
- Signing of Community Development Agreement for major mining companies.
- Development of Service Charter

Challenges

- **❖** Budget Uncertainty
- Overlapping mandates with other MDAs
- Revision of the legal framework- Update MM Act 2009 align with NMA Act 2012
- Close collaboration with other MDAs
- * Review of protected areas

Key Deliverables For 2019

- Countrywide airborne geophysical survey
- * Revision of mining laws and regulations
- Enhance local benefit sharing
- * Renegotiation of mining lease agreements
- **!** Enhance revenue collection.
- Capacity building for staff
- ❖ Signing of surface rent and land lease agreements
- ❖ Enhance regulation of the Artisanal Mining Sector in accordance with new ASM Policy

The questions/issues raised by Civil Society Organization.

- Destruction of agricultural potential mining- What mechanism in place to prevent?
- ❖ Destruction of roads What policy in place to rehabilitate?
- * Realistic provision for empowering local communities.
- Protection of Sierra Leone
- Capacity needed to foster local content policy
- Under-pricing of diamond by NMA
- Late payment of community development fund to local authorities
- ❖ Foreign workers are highly paid than locals
- Monopoly of mining by OCTEA
- ❖ Benefit of diamond sales to local communities.
- ❖ Problem of surface rent with locals
- **&** Establishment of future generation fund
- ❖ Processing of some minerals in Sierra Leone like Bauxite.

Motion moved by civil society and also seconded for the adoption and approval of NMA 2019 Budget.

NATIONAL COMMISSION FOR PRIVATISATION (NCP)

- o An introduction and welcome remark was done by MoF.
- An overview of the structure of the presentation and what was expected by each MDA was made
- A self introduction was done by facilitators whilst NCP's Head of delegation introduced his team
- o The team presented its 2019 recurrent budget and was within the budget ceiling
- Presentation of the Commission's 2017 & 2018 performance was also made where it was noted that short fall was recorded in terms of receipt of Government approved subventions as follows:
- o 2017- allocation-Le 2.036 Billion whilst Le 1.324 Billion was received with a shortfall of Le 712 Million

- o 2018- allocation Le 2.711 Billion whilst Le 500 Million was received in the first half of the year and nothing else to date
- o Key highlight was made on the monies transferred to Government from privatization proceeds for the period 2017 to August 2018 as follows:
- o 2017- US\$ 5.39 Million and Le 2.485 Billion were received from Bollore, Nectar UK and TPMS West Africa for annual rental fees, break bulk license fees and cargo tracking note
- o 2018- US\$ 5.44 Million and Le 10.1 Billion from similar transaction as recorded in 2017.
- o All funds were paid into the consolidated fund.

Update on Public Enterprise (PE) Monitoring:

- o Periodic meetings between NCP and PEs
- All PEs have been directed to put on hold salary increases for senior staff, capital
 expenditure, foreign travels, senior staff promotions as these matters could only be
 effected through the approval of the BOD and NCP
- o The commission gave an update on the status of PEs, which included an update on the National Development Bank, which according to a Cabinet paper will be transformed into a Bank for Agriculture and Industry- A Technical Team comprising of MoF, MOTI, NCP and NDB is working on a resuscitation strategy.
- SALPOST-It was made clear that SALPOST is underutilized and over staffed, blotted
 and bottom heavy. The post lacks the necessary human resource capacity to move the
 operations to the cutting edge of the industry standard.
- SALPOST was funded with Le 5 Billion in 2015 to clear its liabilities, which had become burden to the Government.
- A disbursement plan was as follows:
 - -Terminal benefits-Le 3 Billion
 - Rehabilitation of the Post- Le 1 Billion

Modernization of Post using ICT- 1billion

- o POST OFFICE SAVINGS BANK- Possible contingent liabilities to government
- The Postal industry needs legislative reforms as there is large illegal use of unlicensed messenger services

SIERRA LEONE STATE LOTTERY

- o The lottery industry need to be regulated
- o NCP to get partner to invest in Lotto in a joint venture arrangement-Two partners have expressed interest currently
- o NCP provide analysis of contingent liabilities to Government

NSAs called for the NCP to have more power to sanction defaulters

The institution were within their budget ceiling of – Le 2,370.8 Million

Conclusion & Remarks

- NCP continues to identify State Owned Entities that are not performing for possible privatization for efficient service delivery and consequent Government relief from contingent liabilities
- o Struggling entities like SALPOST, NDB, LOTTO need a joint venture arrangement
- The poorly regulated industry such as Lottery and the postal services need to be effectively regulated and laws reviewed

Government should promote the National Insurance Company (NIC) instead of RITCORP by firstly insure all government vehicles to NIC and work towards resuscitating the institution.

- o NSAs were concerned on the cost implication of the product and services of companies after privatization as most times prices go up after privatization.
- o Standardization of prices for companies operating in a similar line of business in the sub-region especially telecoms
- Question on the payment plan for SALPOST savings bank depositors as no news from the company yet
- o To reword" Activity description to Deliverables
- Budget was approved

NATIONAL TELECOMMUNICATIONS COMMISSION (NATCOM)

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- o The Team presented its 2019 recurrent budget but exceeded the budget ceiling by Le 2.16 Billion as the ceiling was Le 76.87 Billion whilst the requested budget was 79.02 Billion.
- The team presented its revenue estimate for 2019 projected at Le 234.4 billion- 4G License and renewable fee - Le38.7bn, Local Interconnection fee-Le 33.6 bn, 3G License and renewal- Le 42.6 bn, International Gateway- Le 51.6 bn.
- o In its development plan, the commission plans to complete the construction of its HQ building and invest in its ICT infrastructure a sum of Le 36.68 Billion
- o The commission intend delivering on the following:
- ✓ Headquarter building completed
- ✓ Telecommunications Act 2006 amended
- ✓ Recruit 5 Economist to help with data analysis
- ✓ Five base station established
- ✓ Training in 5 key areas of operation
- o Among the **challenges** noted were inadequate and un timely disbursement of funds
- Conditions of service for staff

NATCOM Concern

- -Need for MoF to increase their ceiling
- The commission insists on retaining 1/3 of its revenue as stipulated in the Telecommunications Act 2006 as no act has repealed this section in the Act.

The commission resolved to bring up this issue in a meeting with MoF

Ceiling Vs Budget Estimates

o Exceeded budget ceiling by Le 2.16 Billion, as the ceiling was Le 76.87 Billion whilst the requested budget was 79.02 Billion.

Conclusion & Remarks

NATCOM to effectively monitor the telecommunications industry for better service delivery

Tariff should be harmonized to that in the sub-region. NATCOM should monitor service quality in the industry and ensure a standard rate is applied to that in the sub-region

Co-location of Tower will help in reducing cost of operations.

Cabinet Secretariat

- o Budget Ceiling Le 3.047 Billion
- o MDA budget total Le 5.052 Billion
- o Exceed ceiling by Le 2 Billion

Key Achievement

- Performance Tracking Tables have been enforced to monitor the performance of senior staff of the Civil Service from Grade 11 and above
- o Production of Annual Report and available online on the Secretariat website

Key Challenges

o Timely disbursement of allocated funds from MoF

Key Deliverables

- ✓ Electronic archiving of available documents
- ✓ Develop and implement a Citizen Charter for each MDA Construction of Office Complex for the Secretariat
- ✓ Construction of a Public Service Academy with an investment of Le 753 Million in 2019, Le 167.6 Million in 2020 and Le 167.6 Million in 2021.

Conclusion & Remarks:

Reward and sanctions need to be enforced in the performance tracking table process. It was agreed that the secretariat review its budget within the ceiling provided my MoF. The budget was approved pending the revision to the ceiling.

INDEPENDENT POLICE COMPLAINTS BOARD

The Police Complaints Board provides oversight functions on the conduct of the Police. This is geared towards preventing the police from abusing their powers as they relates to Civilian as well as other junior staff of the Police.

Their key mandates are to investigate the following:

- ✓ The death of person while in the custody of the police;
- ✓ A fatal road accident in which a police vehicle is involved;
- ✓ A shooting incident where a police officer has discharged a firearm or killed a person;
- ✓ An allegation of misconduct involving an officer of the rank of superintendent or higher is among the number of mandates of the Board.

Budget Ceiling- Le 1.27 Billion

Challenges

Lack of capacity and inadequate staff- Current staff strength is 12 however a total of 40 are needed for effective functioning of the institution. Management has included in their manpower plan for 2019 a total of 13 staff to be recruited.

- ✓ Lack of Mobility- The institution lacks vehicle to carry out its investigation. Only one vehicle donated by UNDP in 2014 is available to cover the all operations in the entire country.
- ✓ Lack of cooperation of the SLP in terms of information investigations-
- ✓ However, this has improved in the past three months. An MOU has been developed but to be signed by the police
- ✓ Late disbursement of funds and also inadequate budge Lack of authority to enforce recommendations made on cases investigated

Key Deliverables

✓ Recruitment of key staff

- ✓ Review and refocus of plan to further enhance the IPCB mandate in the area of following up approval and implementation of the revised IPCB 2013 regulations,70% of complaint captures within 48 hrs. of receipt 70% of complaints reports finalized
- ✓ Monitor compliance within the IPCB in terms of complaint management and investigations and training on CSM system and forensic training on preservation of evidence
- ✓ Community outreach, partnership and communication

Conclusion & Remarks

In addressing the Powers of the IPCB, the management was admonished to be informing the Secretary to the president on the lack of enforcement authority

- ✓ After thorough deliberations the budget was approved
- ✓ NSA wants more collaboration of the IPCB with the SLP and more power for the IPCB to sanction defaulters

THE SIERRA LEONE POLICE

The police projected Le 3.5 billion as revenue in 2019 (Le 3.2bn in 2018). 93% is from Armed Guard Services. These funds complement the allocated budget as it is deposited in an account controlled by the Police. Budget Ceiling for 2019 is Le 116 Billion. Estimate was within budget ceiling.

Key Deliverables:

- ✓ Acquisition and overhauling of SLP Communication Network Nationwide.
- ✓ Construction of Police Stations in Taidu and Gandor and the rehabilitation of Mountain Divisional HQs
- ✓ Acquisition of 35 Land Cruisers and 16 Personnel Carrier trucks to enhance operations
- ✓ Recruitment of 1,000 personnel
- ✓ Installation of close circuit Television (CCTV) project in strategic locations in Freetown

Key Challenges

- ✓ Inadequate budgetary allocation to meet the actual needs of the SLP
- ✓ Untimely disbursement of budgetary allocations
- ✓ The current attrition rate and the increasing demand for policing services
- ✓ Emerging contemporary issues- Environmental, etc.
- ✓ Low technical and scientific support to assist in investigations is a concern
- ✓ Police Hospital should be rehabilitated and improve on sanitary conditions of the Hospital- This is not included in the key deliverables as it is urgent and important to cater for the welfare and health of the Police Officers and family members
- ✓ Orientate the Police Call Centre Personnel as most times they ignore calls that would have led to vital information
- ✓ Need to consider gender issues when sending personnel on peace keeping operations as less women are involved
- ✓ Need to collaborate with the Prisons in Kenema as the sanitary condition is deplorable
- ✓ On traffic Police Officers, the Head of Traffic Division was directed to instruct traffic Police Officers to desist from taking off License from Drivers as it contravene the Law

- ✓ The calls for more support and funding to revive the Street Traffic Light system in major Cities in order to get Traffic Police Officers off the street. This he said will fee-up those officers for deployment in other operational areas
- ✓ Police has huge Rice arrears- Four months rice is outstanding (June-September 2018)
- ✓ A total of over Le 9 Billion is owed to the rice supplier and the latter has indicated not to further increase the debt.
- ✓ Procurement of Shoes need to be looked at as the last supply had huge number with one size (Small) whilst less of others leading to wastage of resources
- ✓ After thorough deliberations, NSA concluded that the budget of the SLP be increased and approved.

Considering the importance of the SLP to the state, it was unanimously agreed by all NSA members that the Ceiling be exceeded to cover more activities and equipment of the Police. Budget was approved.

LOCAL CONTENT AGENCY

- ✓ To incorporate Internal Audit and Procurement Officer
- ✓ Local content is being promoted but the work ethics of locals is a challenge
- ✓ Buyers meet Sellers exhibition will be organized on the 19th October 2018 to promote made in Sierra Leone goods
- ✓ LCA should identify shell companies working in disguise and register their companies through Sierra Leonean- It was noted that some of these companies are not Sierra Leonean owned.
- ✓ Control the leakages in Agricultural Sector especially in Kabia as most of our Locally produced goods have been taken away through the various porous borders
- ✓ The fishing sector need cold room to preserve fishes

Need more funds for operations as DFID was supporting but have pulled out in Dec 2015-It were noted that SL is the only country using donor fund for Local Content promotion. It was noted that this was odd; therefore more support is needed locally for an effective operations.

FINANCIAL INTELIGENCE UNIT

Mandate: To coordinate national efforts in the fight against money laundering and terrorism financing in line with international standards. Budget Ceiling Le 2,272.5 Million however Le 3,253.5 is needed excess over ceiling of Le 980.8 Million. The excess will be covered by donor intervention.

Challenges

- ✓ Late disbursement of funds
- ✓ Limited capacity to cover the reporting entities
- ✓ House in a rented property- In appropriate office accommodation

Key deliverables

- ✓ Undertake compliance examination for 13 commercial banks and 39 Foreign Exchange Bureaus in Freetown and provincial head quarter towns
- ✓ Conduct outreach to secondary schools and key stakeholders within Port Loko. and Kambia to create awareness on AML/CFT
- ✓ Conduct training and sensitization of NGOs and NPOs on AML/CFT
- ✓ Conduct Radio and Television programmes in order to increase the level of awareness on AML/CFT issues
- ✓ Rollout AML/CFT requirements to Casinos and Gamming and betting operators within the designated Non-Financial Businesses and Professions (DNFBPs)
- ✓ Broaden and sustain Inter-Agency cooperation on financial crime investigation and prosecution
- ✓ Engage in Inter-Agency coordination for 2019 mutual evaluation

ACTION POINT

- ✓ NSA mentioned that the Unit should intensify its public relations efforts for increase awareness of its functions
- ✓ The informal sector in the foreign exchange market should be regulated by the Central Bank as it poses serious threat to Money Laundering and Terrorism Financing
- ✓ Banks should also stop paying huge cash over the counter rather encourage the use of bank transfers
- ✓ Massive off the bank system transaction in Kono District and other part of the provinces especially around the borders.
- ✓ After further discussions, the budget was approved.

THE MINISTRY OF HEALTH AND SANITATION

- The Ministry of Health and Sanitation and the Teaching Service Commission presented a proposed FY2019 budget of Le 1.86 trillion.
- Performance Based Financing (PBF) was articulated to resurface and executed in rural areas to give incentives to health workers who performed agreed services to patients. The incentive shall be paid monthly after confirming that services were rendered. This encourages staff retention.
- It was informed that the last time cost recovery drugs were procured and distributed in hospitals across Sierra Leone is in 2014.
- DBOC in Bonthe pledged for the Ministry of Health and Sanitation to construct PHUs and recruit functional staff.

Recommendations / Agreements.

- The Ministry of Finance committed to allocate at least 10% of the total Government budget to the Ministry of Health.
- The Ministry through the Health Service Commission to recruit 500 Health Professionals end December 2018 and an agreed number in February/March 2019.

- The Ministry of Health and Sanitation to liaise with the Multilateral Projects division to sort out projects, including BADEA, Saudi Fund, KAWUITEE Fund etc for implementation.
- The Ministry of Health and Sanitation to hold a bilateral meeting with the PIP Unit in the Ministry of Planning and Economic Development to agree on Domestic Development projects to be budgeted and executed in 2019 and the medium term.
- Cost Recovery Drugs to be budgeted for, procured and distributed across health facilities in the country.

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THE MINISTRY OF BASIC AND SENIOR SECONDARY EDUCATYION

- The dilapidated state of the Ministry building/offices was highlighted for repairs
- The increased school fees from Le 10,000 to Le 40,000 was a concern but agreed that a bilateral meeting to conclude on this is necessary.
- Text Books included as part of the Teaching and Learning Materials budget.
- The Education 95.3FM radio has commenced transmission
- WASSCE Exams to move from March/April to the original May/June.
- It was argued that diet for boarding home schools be reviewed downwards because it is believed that pupils came from wealth homes who can pay for diets.

Recommendations / Agreements.

- Recruitment of Teachers through the Teaching Service Commission to close the pupil teacher ratio
- Improved School curriculum is highly recommended
- NaCSA to use part of the social safety net funds to execute some activities relating to the physically challenged.
- The Chief Education Officer to be developing policies and leave operations to other staff.
- The Chief Education Officer to do a school feeding program sustainability analysis to form part of a policy
- The Chief Education Officer develop polices addressing education incentives programmes.

THE TERTIARY EDUCATION COMMISSION

- All universities should have a functional website
- There should be a standard entry requirement for all tertiary institutions.
- Universities should be get back to TEC for all successful applicants to be verify
- There should be online application for all tertiary institutions next academic year.
- There should be a local training for all lecturers in tertiary institutions
- There should be an entrance examination for all applicants wishing to gain admission into tertiary institutions.

THE MINISTRY OF TECHNICAL AND HIGHER AND HIGHER EDUCATION

- Liabilities of various tertiary institutions over the years (2012 to date) should be regularizes (Le148.5bn)
- The amount allocated for the Student's Loan Scheme is not too small to operationalize the programme (Le 8.4bn)
- More budgetary allocation should be given to Science, Technology and Innovation Program.
- Universities/ Teacher Training Colleges Curriculum should be review
- Proper monitoring of all universities, Teacher Training Colleges and Tech/Voc Institutions should be implemented to ensure lecturers are present for classes and marks are awarded to deserving students.
- More Students Hotels and Staff Quarter needed
- More Tech/Voc Institutions need to be approved and their salaries to be included in the Government Payroll
- Timely disbursement of subventions and fee subsidies to tertiary and tech/voc institutions
- Refurbishment/reconstruction of Tech/voc Institutions in selected district
- The Ministry's Budget should be increased by 50%

Recommendations / Agreements

• The Ministry of Technical and Higher Education to have a bilateral discussion with the Ministry of Finance to agree on key activities to be implemented in FY2019 because the meeting felt reprioritization will be the best option.

SIERRA LEONE HEALTH SERVICE COMMISSION

- The Commission proposed to Recruitment 2000 health professionals.
- Establishment of website
- Intends to disseminate recruitment manual and review of scheme of service.
- Capacity building for commissioners and other staff Roll over from 2018.
- Insufficient funds and late allocations from the Ministry of Finance.
- Lack of the required number of staff to roll out programs.

Recommendations / Agreements.

- It was agreed that the HSC recruit professional health staff for the Ministry of Health and Sanitation
- k. The Commission to disaggregate recruitment data to facilitate monitoring
- 1. Transparency is required on the recruitment process for the health professionals.
- m. To liaise with the Law of Officers' Department to review the Health Service Commission Act.
- n. The Commission to make the Budget Committee functional in which the Budget Officer is the secretary.

MINISTRY OF SOCIAL WELFARE, GENDER AND CHILDREN'S AFFAIRS Key Comments/Observations

- The Ministry to focus on policy formulation rather than implementation of programs/activities and let councils do the implementation.
- A review of the Social Welfare Directorate budget (GoSL Contribution to Religious Pilgrimage)
- Deliverables to be SMART
- The ministry to strengthen its Internal controls (Internal Audit unit)

NATIONAL COMMISSION FOR PERSONS WITH DISABILITY

Key Comments/Observations

- Provision of Office space for the commission
- Inclusion of sign language in public hearings
- Partners/NGOs working with Disability issues not known by the commission
- Lack of Government policies to support the provision of the Disability Act 2011.
- Implementation of Section 39 of the Disability Act 2011 (Gov. Ministries to create a Disability issues unit.

NATIONAL COMMISSION FOR CHILDREN

Key Comments/Observations

- Donor/partners funding to the commission not submitted
- Limited staff in the commission
- No provision made for the establishment of regional offices in the budget

MINISTRY OF LANDS, HOUSING AND THE ENVIRONMENT

Issues Discussed

- Land acquisition between Sierra Block and NASSIT at Goderich
- Revenues collected from Bo and Kenema has to increase
- Strategy to avoid surveying a piece of land twice by a Government surveyor for two different people.

Key Recommendations / Agreements

- ❖ The Panel asked the Lands Ministry to re-submit a proper procurement plan for review.
- ❖ It was concluded that non-state actors are to be included in resolving land disputes country-wide.
- The Ministry of Lands to make their deliverables SMART and re-submit to the Ministry of Finance.
- ❖ The Ministry of Lands was advised to increase their level of collaboration and communication on land related issues between MDAs.
- ❖ The Ministry of Lands was advised to reprioritize their activities to fit the ceiling that was communicated to them.
- ❖ It was noted that the Ministry of Land's administrative cost was too high.
- ❖ The FY2019 budget proposal was approved by all stake holders
- ❖ Formation of state land committees.
- ❖ To develop and make public Land use map.
- **Strategy for protection of the environment.**
- ❖ Formation of land dispute committee at local level.
- * Resuscitation of town planning committees

SIERRA LEONE TELECOMMUNICATION COMPANY – SIERRATEL

- Concerns were raised that the key priorities were not smart. The Company promised to work on this and that by next year there will be improvements in the mode of presentation.
- The sustainability of products offered by the company was a challenge. The officials of the company noted that this issue is being actively addressed.
- Services of the company are very limited around the country, and so there was need for massive expansion. The company however, noted that.
- It was advocated that government should take steps through the National Telecommunication Commission (NATCOM) to protect SIERRATEL from the aggressive competition in the telecommunication market in Sierra Leone. It was however mentioned by the company's officials that NATCOM cannot protect any player in the industry as it was the regulator.
- The company was requested to be more specific in stating what they are hoping to achieve if the investment they are asking from government is provided. Plans and activities should be clearly defined.
- Commission to dealers should be re-negotiated from 25 to 15 percent as this is the international standard.
- The service provider for the maintenance of the equipments and manufacturer of the equipments is the same person. The company was therefore encouraged to negotiate both arrangement as one as this will result in savings.
- It was mentioned that government has been providing support to the company by guaranteeing loans to the tune of one hundred million United States dollars (US\$100 million). These loans are soft loans to be paid over 15 to 20 years. Other mobile companies in the market are only able to access much smaller loans for far shorter periods. This should give SIERRATEL enormous advantage over the other competitors.
- SIERRATEL was urged to undertake the necessary reforms in order to turnaround the business, and make profits so it will start paying revenue to the consolidated revenue.

SIERRA LEONE POSTAL SERVICES – SALPOST

- The presentation by SALPOST was not accepted as it did not contain the requisite financial information to enable fruitful discussion.
- However the company pointed out that a bill that will result in a significant change in their financial status has been lying on the desk of Transport Minister since 2013. They were of the view that if this bill becomes law, their revenue generation capacity will be dramatically enhanced.

SIERRA LEONE NATIONAL COMMISSION ON SMALL ARMS – SLENCSA

- The commission was encouraged to involve paramount and section chiefs in the registration of guns, and that surveys should be regularly conducted to determine the quantum of guns around the country.
- It was reported that several armouries have been built around the country. Funds for this purpose were provided by development partners. Concerns were expressed about the maintenance of these facilities, but it was stated that they are built within premises owned by the Police and the Military.
- Blacksmiths should be registered and given regular training.
- The commission was encouraged to improve its revenue collection. However, its officials pointed out that its fees were too high and as a result, gun holders are giving up on ownership, and previous holders are reluctant to renew their licenses. They therefore pleaded with government though the Ministry of Finance for a downward review of the fees as this will encourage more people to legally own guns and regularly pay license fees.

• The Commission mentioned that a European Union project implemented by ECOWAS is giving skills training to some people in exchange for surrendering weapons. The government was urged to continue with this initiative, as this will eventually reduce weapons around the country.

PETROLEUM REGULATORY AGENCY – PRA

- Concerns were expressed about the staff costs and other benefits given to the Board Members. The agency was encouraged to curtail some of these benefits as more resources should be dedicated to the main operations and activities of the institution. The officials of the agency however, noted that the professionals in their line of operations are highly skilled and in high demand. If they are not well motivated and remunerated, the agency will lose them after spending a lot on training them.
- They were concerns about safety in facilities storing and selling petroleum products. The agency noted issue and promised to do more to tackle these issues. They were also encouraged to do more to tackle the threats from the fuel black-market.

PHARMACY BOARD SERVICES

- Questions were raised that the Board is not collaborating much with other stakeholders in tackling the problem of drug peddling. The board however noted that they were co-operating within the legal framework. However, they said there was an urgent need to review the laws.
- On the issue of access to medicine, the board mentioned that traditional leaders are consulted to nominate persons, and such people are trained and given license to sell and dispense drugs.
- Staff cost accounted for a significant portion of spending. The Board noted that regulators need to be paid high wages if they are to be retained.
- The board clarified that they collaborate healthily with the Standards Bureau as they both have distinct mandates which are clearly stated in their respective acts.
- Sensitization drive should be strengthened and expanded to reach more areas in the country. This will reduce the business of peddlers.
- The board is also appealing that drug peddlers should be severely penalized when caught if the problems is to be addressed, as this will serve as a deterrent.
- The board was also encouraged to increase its revenue drive, as this will give them grounds to make a case to the finance Ministry for more funding, and they will be able to increase their presence and coverage around the country.

SIERRA LEONE PRODUCE MONITORING BOARD – SLPMB

- Concerns were raised that quite a significant portion of the annual expenditure goes towards personnel costs, including the operations of the board. The board officials noted the concerns and promised to review these costs downwards.
- Questions were asked about what the Board is doing to reduce the massive smuggling of the country's produce to neighbouring countries. They agreed that it was a serious problem, but that they alone cannot solve this problem. The noted that the cooperation of the Police and NRA will be required to tackle this issue.
- The board was encouraged to establish more offices along the border areas as this will minimize the incidence of smuggling.
- Concerns were raised that exporters of the country's produce may not be completely honest on declaring the correct quantity of their export. The board mentioned that they are actively collaborating with the NRA in tackling this problem.
- They promised to work hard with a view of ensuring that by next week the revenue paid to government will see an upward trend.

SIERRA LEONE INVESTMENT AND EXPORT PROMOTION AGENCY -SLIEPA

- Concerns were expressed that the work of the agency is not seen in the provincial areas. They pointed that the unavailability of funds has made it difficult to filter the work of the agency down to the district and provincial levels.
- SLIEPA pointed out that they have not been getting the requisite support from government in the past. This has made it very challenging to achieve the objectives and goals the agency has set itself over the years.
- The agency was encouraged to engage with civil society in identifying SMEs that would be considered for inclusion in the export value chain. Intensive training should be seriously considered in the future for SMEs.
- The new CEO pledged that they will deliver on their promises. He appealed to MoF to be releasing their subvention in a timely manner, and in significant quantities.

LEGAL AID BOARD - LAB

- The LAB was commended for its work since its inception some two years ago. It was noted that the effect of its work is felt at the lowest level at the district level.
- It was however pointed out that the correctional centres are still overcrowded across the country. The LAB noted the concern but stated that they are limited by the small number of lawyers and paralegals. If funds are made available, they are planning to train one paralegal for all of the 190 chiefdoms in the country. Currently, there are only 41 paralegals across the country.
- The board was also commended for establishing the Alternative Dispute Resolution (ADR) mechanism around the country to mediate cases of non-criminal nature or civil matters
- The board shared its intention to create Citizens' Advisory Bureaus in all the 446 wards in the country. The 20 that are already functional in the Western Area have been doing a great job in maintaining peace and order in the communities where they operate.
- An appeal was made for MoF to increase the amount of funds allocated to the board as this will enable them achieve their goals, and this will in turn increase access to justice.

JUSTICE SECTOR COORDINATION OFFICE - JSCO

- The JSCO, it was noted is not visible around the country, despite its good work in supporting the justice delivery system in the country. The Office was urged to improve on its public relation in order to project its image.
- The JSCO noted that before now there have challenges in getting the political to support its work. However, they noted that at present, there is a greater political will to advance the work of the institution.

MINISTRY OF WORKS AND PUBLIC ASSETS - MWPA

- The ministry again noted that the late disbursement of funds has prevented them from promptly implementing their programmes. An appeal was made to MoF for the timely.
- The ministry noted that there are over 400 vacancies to be filled in the professional wing. This they noted has affected efficiency and performance in the ministry. The ministry was urged to urgently engage with HRMO to fill the vacancies.
- The ministry is establishing a Facility Management Directorate that will be responsible for looking after government assets all over the country.
- The ministry informed that they will be reviewing their revenue streams with a view of generating income for government.

- The ministry will in 2019 put a policy in place that would require all rehabilitation and reconstruction government buildings to be certified by the MWPA.
- Incentives for technical staff should be considered and presented to government for decision. The ministry is in the process of restructuring and reviewing conditions of services for the professional cadre.
- On the issue of government quarters, the ministry is conducting a verification of these properties. Once the process is completed, policies guidelines will be developed.
- On the Youyi building issue, moves are underway to clear all scrap vehicles from the premises, and that policies are underway to develop a database of vehicles that will sleep overnight in the compound. Also, the fence will be fitted with barbed wires, solar lights installed right around the compound and trees will be trimmed to beautify the compound. Two police posts will be functional pretty soon in the front and back of the building.
- Feeder roads are constructed by NaCSA and Agriculture Ministry, and the operations are uncoordinated. It was noted that the policy is owned by the MWPA. The ministry promised that this issue will be addressed pretty soon.
- The ministry also mentioned they intend to convert the present PWD compound into a works yard to produce furniture for local use, to house a state of the art facility to repair vehicles. This will eventually cut down costs on vehicle maintenance and furniture procurement.