



## INTERNAL AUDIT DIVISION

### REPORT 2015/064

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Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Overall results relating to the effective management of vehicle fleet in the United Nations Mission in the Republic of South Sudan were initially assessed as partially satisfactory. Implementation of four important recommendations remains in progress

FINAL OVERALL RATING: PARTIALLY SATISFACTORY

26 June 2015  
Assignment No. AP2014/633/01

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# AUDIT REPORT

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

### I. BACKGROUND

1. The Office of Internal Oversight Services (OIOS) conducted an audit of the vehicle fleet management in the United Nations Mission in the Republic of South Sudan (UNMISS).
2. In accordance with its mandate, OIOS provides assurance and advice on the adequacy and effectiveness of the United Nations internal control system, the primary objectives of which are to ensure: (a) efficient and effective operations; (b) accurate financial and operational reporting; (c) safeguarding of assets; and (d) compliance with mandates, regulations and rules.
3. The UNMISS Transport Section was responsible for providing safe, efficient, reliable and cost effective surface transportation services in the Mission. These services included the administration of day-to-day transport operations, maintenance and repair of vehicles, management of information from the Carlog system, and administration of drivers' tests.
4. The Transport Section was headed by the Chief Transport Officer at the P-5 level and had 218 authorized posts including 33 international staff, 26 United Nations volunteers and 159 national staff. As at 30 June 2014, the Mission had 1,684 vehicles and equipment with a depreciated value of \$23 million. The 2012/13 and 2013/14 budgets for transport operations were \$35.8 million and \$21.4 million respectively.
5. Comments provided by UNMISS are incorporated in italics.

### II. OBJECTIVE AND SCOPE

6. The audit was conducted to assess the adequacy and effectiveness of UNMISS governance, risk management and control processes in providing reasonable assurance regarding the **effective management of the vehicle fleet in UNMISS**.
7. The audit was included in the 2014 risk-based work plan of OIOS because of the financial and operational risks related to transport operations in UNMISS.
8. The key control tested for the audit was regulatory framework. For the purpose of this audit, OIOS defined this key control as the one that provides reasonable assurance that policies and procedures: (i) exist to guide the management of the vehicle fleet in UNMISS; (ii) are implemented consistently; and (iii) ensure the reliability and integrity of financial and operational information.
9. The key control was assessed for the control objectives shown in Table 1.
10. OIOS conducted the audit from August to December 2014. The audit covered the period from 1 July 2012 to 30 June 2014. The audit team visited 4 of the 10 state capitals to verify fleet management operations.

11. OIOS conducted an activity-level risk assessment to identify and assess specific risk exposures, and to confirm the relevance of the selected key controls in mitigating associated risks. Through interviews, analytical reviews and tests of controls, OIOS assessed the existence and adequacy of internal controls and conducted necessary tests to determine their effectiveness.

### III. AUDIT RESULTS

12. The UNMISS governance, risk management and control processes examined were initially assessed as **partially satisfactory**<sup>1</sup> in providing reasonable assurance regarding the **effective management of the vehicle fleet in UNMISS**. OIOS made eight recommendations to address the issues identified. The UNMISS Transport Section was providing ground transportation equipment and services in support of the Mission. However, UNMISS needed to: (a) update the membership and terms of reference of the Vehicle Establishment Committee (VEC); (b) implement a mechanism for analyzing and determining the economic viability of vehicle repairs and refurbishment; (c) allocate resources to ensure adequate workshop facilities were established, traffic violations were promptly investigated and offenders appropriately sanctioned; (d) implement procedures to comply with manufacturers’ recommended vehicle maintenance schedules; (e) ensure driving permits were issued only to staff that met relevant requirements; and (f) implement procedures on the management of the dispatch vehicle pool.

13. The initial overall rating was based on the assessment of the key control presented in Table 1 below. The final overall rating is **partially unsatisfactory** as implementation of four important recommendations remains in progress.

**Table 1: Assessment of key control**

Business objective	Key control	Control objectives			
		Efficient and effective operations	Accurate financial and operational reporting	Safeguarding of assets	Compliance with mandates, regulations and rules
<b>Effective management of the vehicle fleet in UNMISS</b>	Regulatory framework	Partially satisfactory	Partially satisfactory	Partially satisfactory	Partially satisfactory
<b>FINAL OVERALL RATING: PARTIALLY SATISFACTORY</b>					

### Regulatory framework

There was a need for a properly functioning Vehicle Establishment Committee

14. The Department of Peacekeeping Operations/Department of Field Support (DPKO/DFS) Surface Transport Manual designated the UNMISS VEC as the sole authority to define and approve the vehicle

<sup>1</sup> A rating of “**partially satisfactory**” means that important (but not critical or pervasive) deficiencies exist in governance, risk management or control processes, such that reasonable assurance may be at risk regarding the achievement of control and/or business objectives under review.

acquisition/disposal programme proposals for inclusion in the Mission's budget. The Director of Mission Support was required to formally appoint members of VEC, comprising of senior military and civilian personnel and update the membership annually.

15. A review of the minutes of all four VEC meetings held during the audit period indicated that the VEC terms of reference had expired on 30 June 2013 and the individuals attending the VEC meetings in 2013 and 2014 were not formally appointed. Moreover, the Director of Mission Support made decisions on the disposal and refurbishment of vehicles without VEC review and endorsement. The VEC also did not review or endorse the disposal of 382 vehicles and the refurbishment of 250 vehicles.

16. The above resulted because UNMISS was of the view that specialists in the Transport Section were more capable than the VEC of assessing vehicle requirements, refurbishment and disposal. UNMISS advised that it decided to have the VEC only focus on reviewing and deciding the distribution of light passenger vehicles. However, UNMISS did not reflect these changes in the terms of reference of the VEC, which were revised in December 2014.

17. The lack of an effective VEC meant that UNMISS had not implemented an adequate oversight mechanism to make sure it was providing efficient, reliable and cost effective surface transportation services.

**(1) UNMISS should update the terms of reference and membership of the Vehicle Establishment Committee and implement steps to ensure that the Committee performs its assigned functions effectively.**

*UNMISS accepted recommendation 1 and updated the membership and the terms of reference of the VEC on 15 May 2015 to ensure that the Committee performs its assigned functions effectively. Based on the action taken by UNMISS, recommendation 1 has been closed.*

The economic viability of vehicle repairs and refurbishment needed to be reviewed

18. The DPKO/DFS Surface Transport Manual required replacement or write-off of each vehicle that either exceeded its useful life or whose repair costs exceeded 30 per cent of the vehicle's depreciated value. The Manual also required UNMISS to implement a mechanism to ensure cost-effective repairs and roadworthiness of its vehicles.

19. As of 30 June 2014, UNMISS had not replaced or written-off 821 vehicles (or 60 per cent) of its fleet of 1,358 vehicles that had exceeded their life expectancy. Many of these vehicles, which had been inherited from the liquidated Mission in Sudan, had incurred repair costs that exceeded their depreciated value by at least 40 per cent. Moreover, UNMISS refurbished 108 vehicles and repaired 713 others at a unit cost that was in some cases two to five times the vehicle's depreciated value. This was because UNMISS had not established criteria or conducted cost-benefit analyses for selecting an economically viable option to address its vehicle requirements.

20. As a result, a review and analysis of all 17,090 repair and maintenance work orders recorded in Galileo during the audit period indicated that UNMISS incurred high repairs and refurbishment cost for some vehicles. For example, UNMISS spent \$2.5 million to refurbish and repair 821 vehicles, which was equivalent to the acquisition cost of 82 new light passenger vehicles and nearly twice the 2012/13 budget of \$1.4 million for the procurement of 45 new vehicles. UNMISS also spent \$203,743 on the repair of 43 of the 108 refurbished vehicles.

**(2) UNMISS should establish and implement a mechanism for analyzing and determining the**

**economic viability of vehicle repairs and refurbishment to ensure optimum use of resources.**

*UNMISS accepted recommendation 2 and stated that it would update its standard operating procedures to include an appropriate mechanism to determine the economic viability of vehicle repairs and would also issue a guidance document for the vehicle refurbishment programme to optimum use of resources. Recommendation 2 remains open pending receipt of evidence that UNMISS has implemented a mechanism for analyzing and determining the economic viability of vehicle repairs and the refurbishment programme.*

Workshop facilities and equipment were inadequate

21. The DPKO/DFS Surface Transport Manual required UNMISS to maintain its vehicles to ensure their roadworthiness and safe operation, and avoid costly repairs. The Transport Section was required to identify and develop the requirements for workshop facilities, tools, special equipment and technical manuals for the proper maintenance of the fleet.

22. Visits to 4 of the 10 workshops operated by the Transport Section indicated that the main workshop in Juba had adequate facilities, tools and equipment. However, UNMISS workshops in Malakal, Wau and Yambio did not have adequate facilities, tools and equipment as follows:

- The workshop in Malakal did not have a functioning vehicle lift;
- The large tent housing the workshop in Wau was worn and torn making working conditions very poor when it was raining. Also, the workshop did not have a pneumatic grease pump, body repair tools and sufficient tool boxes; and
- In Yambio and Wau, mechanics did not have protective gear such as overalls, safety boots, gloves and rain coats.

23. The above shortcomings were due to budgetary constraints and contributed to the delays in maintaining and repairing vehicles. For example, an analysis of 167 of the 16,766 internal maintenance and repair work orders executed by all 10 workshops during the audit period indicated that it took an average of more than 100 days from the receipt of vehicles in the workshops to the completion of the required repairs/maintenance.

**(3) UNMISS should allocate the necessary resources and take appropriate steps to make sure it has adequate workshop facilities.**

*UNMISS accepted recommendation 3 and stated that it initiated the procurement process for additional tools and equipment, and to ensure adequate workshop facilities, it was planning to install workshops in Bor and Bentiu. Recommendation 3 remains open pending receipt of evidence that UNMISS has established adequate workshop facilities.*

Vehicles were not serviced in a timely manner

24. The DPKO/DFS Surface Transport Manual required UNMISS to comply with respective manufacturers' recommendations for maintenance of its vehicles. Manufacturers for most of UNMISS light vehicles had recommended maintenance every 5,000 kilometres or three months whichever came first. UNMISS chose to carry out regular maintenance of each vehicle after 5,000 kilometers and programmed this requirement into the Carlog system.

25. A review of maintenance records in Galileo for 1,310 vehicles indicated that 1,099 (84 per cent) were not regularly maintained including 66 vehicles that had been driven for 10,000 kilometers or more without being serviced and 445 other vehicles that were only serviced once or twice in a two-year period.

26. The above resulted as UNMISS did not implement a mechanism to ensure drivers were complying with the maintenance schedule. As a result, there was an increased risk of costly breakdowns and repairs/maintenance of vehicles and reduced availability of vehicles to meet operational needs.

**(4) UNMISS should implement appropriate procedures to ensure drivers comply with manufacturers' recommended vehicle maintenance schedules.**

*UNMISS accepted recommendation 4 and stated that it had issued a directive and vehicle maintenance cards to ensure drivers complied with required maintenance schedules. Also, Carlog systems were fitted with an alarm reminding UNMISS drivers when service was due. Based on the action taken by UNMISS, recommendation 4 has been closed.*

Inadequate procedures over vendor-provided maintenance services

27. The DPKO/DFS Surface Transport Manual required the Chief Transport Officer to ensure that vendors complied with their transport contracts. During the audit period, UNMISS incurred \$571,470 related to external vehicle maintenance services provided by four vendors.

28. A review of 110 of the 324 invoices paid by UNMISS during the audit period indicated that supporting work orders were not sequentially numbered or completed and the maintenance work required was not sufficiently described in the work orders. Also, UNMISS overpaid one of the four vendors \$7,183 in respect of duplicate invoices submitted by the vendor. This resulted as the Transport Section did not implement adequate procedures for the management of external vehicle maintenance services. As a result, vendor-provided maintenance services and invoices were not checked to ensure compliance with contract terms.

**(5) UNMISS should implement adequate procedures for the management of external maintenance services for vehicles and take steps to recover the overpaid amount.**

*UNMISS accepted recommendation 5 and stated that it would hire a contract management staff and develop standard operating procedures on external maintenance services. UNMISS was also in the process of recovering the overpaid amount of \$7,183. Recommendation 5 remains open pending receipt of evidence that adequate procedures are implemented on the management of external maintenance services for vehicles and the overpaid amount of \$7,183 has been recovered.*

Controls over issuance of driver permits needed to be enforced

29. The DPKO/DFS Surface Transport Manual indicated that only individuals with valid and current UNMISS magnetic driver's permits were allowed to operate United Nations vehicles. To obtain the permit, a staff member needed to: (a) have a valid national driver's license; and (b) pass a vision test. The date of the United Nations-issued driving permit was to correspond with the validity/expiry date of the staff member's national driver's license or United Nations identity card, whichever expired first.

30. A review of 250 out of 3,914 active driving test records for the audit period indicated:

- In all 250 cases, mandatory vision tests were not carried out as the Mission did not have the capability to perform the tests. UNMISS therefore relied on the vision tests performed by staff while obtaining their national driver's license;
- In eight cases, a copy of the staff members national driver's license was not on file;
- In 14 cases, the dates of the United Nations-issued driving permits did not correspond with the validity/expiry dates of the staff members' national driver's licenses or United Nations identity card. In all 14 cases, the UNMISS magnetic permits were set to expire after the national driver licenses of the staff had expired; and
- In two cases, UNMISS issued permits to staff although their national driver license had expired.

31. The above resulted due to inadequate supervision by the Chief of Transport Section, and the lack of adequate controls over the issuance of magnetic driving permits. As a result, there was a risk of increased traffic violations and accidents.

**(6) UNMISS should establish and implement a mechanism to ensure driving permits are issued to staff only when they have fully met all of the relevant requirements.**

*UNMISS accepted recommendation 6 and stated that the Driving Permit Unit required a copy of appropriate documentation to ensure UNMISS staff met the relevant requirements before being issued a driving permit. Based on the action taken by UNMISS, recommendation 6 is closed.*

Penalties for violating speed limits were not enforced

32. The DPKO/DFS Surface Transport Manual required UNMISS to equip its vehicles with the Carlog system to track the use of vehicles and monitor traffic offenses including the violation of established speed limits and curfew hours. The UNMISS traffic safety and accident prevention policy required the Transport Section to issue a warning for first and second speeding violations and temporarily withdraw a driving permit after the third violation. UNMISS had programmed the Carlog's speed limit to 60 kilometers per hour and installed Carlog devices in all of its vehicles.

33. A review of Carlog reports on vehicle speeds of over 60 kilometres per hour for more than two minutes indicated that 1,879 (or 20 per cent) of the 9,515 drivers in the Mission violated the speed limit on three or more occasions. Of these violators, 51 staff violated the speed limit on 100 or more occasions, and 15 of the 28 drivers that were previously involved in a major accident violated the speeding limit on at least three occasions. However, UNMISS had not issued any warnings or taken any action to withdraw driving permits.

34. The lack of enforcement resulted as UNMISS had not allocated adequate resources and established procedures to make sure violations were promptly investigated. The UNMISS Traffic Safety Advisory Committee, which was responsible for reviewing violations and recommend corrective actions, was unable to complete its review in a timely manner due to competing work priorities. As a result, there was an increased risk of traffic violations being the cause of accidents.

**(7) UNMISS should allocate adequate resources and establish procedures to ensure traffic violations are promptly investigated and offenders appropriately sanctioned.**



*UNMISS accepted recommendation 7 and stated that it issued a directive revising the procedures of the Advisory Committee on Traffic Safety to promote a detection and enforcement capacity of traffic violations by United Nations security officers and military police and to establish a revised mechanism for sanctions in case of traffic violations. Recommendation 7 remains open pending receipt of evidence that UNMISS has implemented adequate measures to ensure that traffic violations are promptly investigated and offenders appropriately sanctioned.*

Controls over the temporary assignment of vehicles needed to be strengthened

35. The DPKO/DFS Surface Transport Manual required UNMISS to ensure that all vehicles in its vehicle pool were available to all staff to provide temporary transport and to cover contingencies. In practice, a vehicle from the pool could be assigned to a staff member on a temporary basis subject to certain conditions; however, this period was not to exceed three days.

36. A review of Carlog records for the period from 1 January 2014 to 30 June 2014 for 28 of the 52 light dispatch vehicles indicated that five staff used dispatch vehicles for 60 or more days and nine staff were assigned dispatch vehicles for 31 days or more without returning them to the dispatch pool. This resulted as the Transport Section did not implement procedures to monitor the use of dispatch vehicles by staff; therefore, certain staff continued to use dispatch vehicles for extended periods which made them unavailable to other staff or for standby if any contingencies arose.

**(8) UNMISS should implement adequate procedures to monitor the use of pooled dispatch vehicles to ensure that vehicles are available when required and not used for long unauthorized periods.**

*UNMISS accepted recommendation 8 and stated that it had issued a new standard operating procedure on March 2015 to improve the management of dispatch vehicles. Based on the action taken by UNMISS, recommendation 8 is closed.*

#### **IV. ACKNOWLEDGEMENT**

37. OIOS wishes to express its appreciation to the Management and staff of UNMISS for the assistance and cooperation extended to the auditors during this assignment.

(Signed) David Kanja  
Assistant Secretary-General for Internal Oversight Services

## STATUS OF AUDIT RECOMMENDATIONS

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Recom. no.	Recommendation	Critical <sup>2</sup> / Important <sup>3</sup>	C/ O <sup>4</sup>	Actions needed to close recommendation	Implementation date <sup>5</sup>
1	UNMISS should update the terms of reference and membership of the Vehicle Establishment Committee and implement steps to ensure that the Committee performs its assigned functions effectively.	Important	C	Action taken	Implemented
2	UNMISS should establish and implement a mechanism for analyzing and determining the economic viability of vehicle repairs and refurbishment to ensure optimum use of resources.	Important	O	Receipt of evidence that UNMISS has implemented a mechanism for analyzing and determining the economic viability of vehicle repairs and refurbishment programme.	30 September 2015
3	UNMISS should allocate the necessary resources and take appropriate steps to make sure it has adequate workshop facilities.	Important	O	Receipt of evidence that UNMISS has established adequate workshop facilities.	30 June 2016
4	UNMISS should implement appropriate procedures to ensure drivers comply with manufacturers' recommended vehicle maintenance schedules.	Important	C	Action taken	Implemented
5	UNMISS should implement adequate procedures for the management of external maintenance services for vehicles and take steps to recover the overpaid amount.	Important	O	Receipt of evidence that adequate procedures are implemented on the management of external maintenance services for vehicles and the overpaid amount of \$7,183 has been recovered.	31 December 2015
6	UNMISS should establish and implement a mechanism to ensure driving permits are issued to staff only when they have fully met all of the relevant requirements.	Important	C	Action taken	Implemented
7	UNMISS should allocate adequate resources and establish procedures to ensure traffic violations are promptly investigated and offenders appropriately	Important	O	Receipt of evidence that UNMISS has implemented adequate measures to ensure that traffic violations are promptly investigated and	31 August 2015

<sup>2</sup> Critical recommendations address significant and/or pervasive deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance cannot be provided regarding the achievement of control and/or business objectives under review.

<sup>3</sup> Important recommendations address important deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance may be at risk regarding the achievement of control and/or business objectives under review.

<sup>4</sup> C = closed, O = open

<sup>5</sup> Date provided by UNMISS in response to recommendations.

## STATUS OF AUDIT RECOMMENDATIONS

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Recom. no.	Recommendation	Critical <sup>2</sup> / Important <sup>3</sup>	C/ O <sup>4</sup>	Actions needed to close recommendation	Implementation date <sup>5</sup>
	sanctioned.			offenders appropriately sanctioned.	
8	UNMISS should implement adequate procedures to monitor the use of pooled dispatch vehicles to ensure that vehicles are available when required and not used for long unauthorized periods.	Important	C	Action taken	Implemented

# **APPENDIX I**

## **Management Response**

United Nations




Nations Unies

UNITED NATIONS MISSION IN SOUTH SUDAN  
(UNMISS)

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*Office of the Director of Mission Support*

To: Ms. Eleanor T. Burns, Director  
Internal Audit Division, OIOS  
Date: 18 June 2015

From: Stephani L. Scheer  
Director of Mission Support  
UNMISS  


Subject: **Draft report on an audit of vehicle fleet management in the United Nations Mission in the Republic of the South Sudan (Assignment No. AP2014/633/01)**

1. Reference is made to your memorandum dated 4<sup>th</sup> June 2015 on the Audit of Vehicle fleet management in UNMISS.
2. On behalf of UNMISS Special Representative of the Secretary-General, Ms. Ellen Margrethe Løj, please find attached UNMISS comments on the recommendations listed in Appendix 1 of the draft report of the auditors.
3. UNMISS would like to take this opportunity to express its appreciation for the work of the auditors and for the valuable recommendations made by the auditors as a result of this audit.

Thank you and best regards.

Attachments: UNMISS comments along with five annexes.

cc: Mr. Bolton Tarleh Nycma, Chief, Peacekeeping Audit Service, IAD, OIOS  
Ms. Cynthia Avena-Castillo, Professional Practices Section, IAD, OIOS  
Ms. Ellen Margrethe Løj, Special Representative of the Secretary-General, UNMISS  
Mr. Paul Egunsola, Chief of Staff, UNMISS  
Mr. Kofi Johnson, Chief Service Delivery, UNMISS  
Mr. Stephen Moore, Chief Transport Officer, UNMISS  
Ms. Corinne Clavé, Audit Focal Point, UNMISS

## Management Response

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Rec. no.	Recommendation	Critical <sup>6</sup> / Important <sup>7</sup>	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
1	UNMISS should update the terms of reference and membership of the Vehicle Establishment Committee and implement steps to ensure that the Committee performs its assigned functions effectively.	Important	Yes	Chief Transport Officer (CTO)	Implemented	On 15 May 2015, UNMISS, in line with the suggestions made by the audit team during their field visit, has updated the membership and terms of reference (TOR) of the Vehicle Establishment Committee (VEC) to ensure that the Committee performs its assigned functions effectively (please refer to the attached amended TOR for the VEC and particularly to para. 19 of the TOR).  UNMISS considers this recommendation as implemented and requests its closure.
2	UNMISS should establish and implement a mechanism for analyzing and determining the economic viability of vehicle repairs and refurbishment to ensure optimum use of resources.	Important	Yes	CTO	30 September 2015	UNMISS SOP for maintenance workshops (heavy and light) will be updated to include an appropriate mechanism to determine the economic viability of vehicle repairs and will issue a guidance document for the vehicle refurbishment programme in order to ensure an optimum use of resources.
3	UNMISS should allocate the necessary	Important	Yes	CTO	30 June 2016	In order to better equip UNMISS

<sup>6</sup> Critical recommendations address significant and/or pervasive deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance cannot be provided regarding the achievement of control and/or business objectives under review.

<sup>7</sup> Important recommendations address important deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance may be at risk regarding the achievement of control and/or business objectives under review.

## Management Response

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Rec. no.	Recommendation	Critical <sup>6</sup> / Important <sup>7</sup>	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
	resources and take appropriate steps to make sure it has adequate workshop facilities.					<p>transport workshop facilities, Purchase Orders (POs) have been raised for buying additional tools and equipment through systems contract (please refer to POs here attached).</p> <p>In addition, in order to ensure that UNMISS has adequate workshop facilities within its capabilities and resources, UNMISS intends to install additional workshops in Bor and Bentiu by 30 June 2016.</p>
4	UNMISS should implement appropriate procedures to ensure drivers comply with manufacturers' recommended vehicle maintenance schedules.	Important	Yes	CTO	Implemented	<p>On 15 June 2015, UNMISS has issued a new directive No. 2015/012 on the use of UNMISS Transport equipment that addresses drivers' responsibilities on maintenance schedules for compliance (please refer to para. 28 of the Directive here attached).</p> <p>In addition, Carlogs, where fitted, have an alarm set reminding UNMISS drivers when service is due.</p> <p>UNMISS considers this recommendation as implemented and requests its closure.</p>
5	UNMISS should implement adequate procedures for the management of external maintenance services for vehicles and take steps to recover the overpaid amount.	Important	Yes	CTO	31 December 2015	<p>In order to improve the management of its external maintenance contracts, UNMISS intends to take the two following actions:</p>

## Management Response

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Rec. no.	Recommendation	Critical <sup>6</sup> / Important <sup>7</sup>	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
						<p>- Recruitment of a contract manager. In that regard, UNMISS has initiated his recruitment and short listed candidates have been identified. Interviews will be conducted by the hiring manager in the near future; and</p> <p>- UNMISS will issue a SOP on contract management to be drafted by the newly hired contract manager.</p> <p>In addition, UNMISS is as well taking steps to recover the overpaid amount of USD 7,183.00 from the contractor (please refer to email correspondences on that recovery process here attached).</p>
6	UNMISS should establish and implement a mechanism to ensure driving permits are issued to staff only when they have fully met all of the relevant requirements.	Important	Yes	CTO	Implemented	<p>This recommendation has been implemented.</p> <p>Copy of appropriate documentation ensuring that the relevant requirements are met are requested from UNMISS staff before issuance of driving permits and such documents is kept at the Driving Permit Unit (DPU). Those documents are available to OIOS at the DPU office in Juba (TomPing site).</p> <p>UNMISS therefore requests site verification and closure of this recommendation.</p>



## Management Response

## Audit of vehicle fleet management in the United Nations Mission in the Republic of South Sudan

Rec. no.	Recommendation	Critical <sup>6</sup> / Important <sup>7</sup>	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
7	UNMISS should allocate adequate resources and establish procedures to ensure traffic violations are promptly investigated and offenders appropriately sanctioned.	Important	Yes	CTO	31 August 2015	In line with this audit observation, UNMISS has on 15 June 2015 issued a Mission Directive No. 2015/02 revising its previous procedures regarding the Advisory Committee on Traffic Safety in order to promote a detection and enforcement capacity of traffic violations by UN Security and Military Police and to establish a revised mechanism for sanctions in case of traffic violations (please refer to Mission Directive here attached).
8	UNMISS should implement adequate procedures to monitor the use of pooled dispatch vehicles to ensure that vehicles are available when required and not used for long unauthorized periods.	Important	Yes	CTO	Implemented	In order to improve its procedure on the management of dispatch vehicles UNMISS has issued a new SOP on the management of those vehicles in March 2015 (please refer to the new SOP here attached).  UNMISS considers this recommendation as implemented and requests its closure.