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Auditor General

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OPPORTUNITIES INDUSTRIALIZATION CENTERS INTERNATIONAL, INC.

Contract No. AID/afr-653

TASK ORDER NUMBER :	2 = Ghana	3 = Nigeria
TASK ORDER CEILING:	$1,911,873	$1,792,260
EXPIRATION DATE :	June 30, 1976	June 30, 1976
PROJECT NUMBER :	641-13-610-063	620-11-610-802
PROJECT TITLE :	OICI - Ghana	OICI - Nigeria
AUDIT PERIOD :	1/1/73 thru 6/30/75	1/1/73 thru 6/30/75
TYPE OF AUDIT :	Interim	Interim

Audit Report Number 76-300

Issue Date February 27, 1976

Office of Audit
Agency for International Development
Washington, D.C. 20523

OPPORTUNITIES INDUSTRIALIZATION CENTERS INTERNATIONAL, INC.

Contract No. AID/afr-653
Task Order Nos. 2 and 3

INTRODUCTION

The Office of the Area Auditor General for Africa has completed an assist audit covering Opportunities Industrialization Centers International, Inc. (OICI) local currency reimbursements and accomplishments under Task Order Nos. 2 and 3 of Contract No. AID/afr-653 The period of January 1, 1973 through June 30, 1975 was emphasized.

SUMMARY

The audit covered $1.1 million in foreign currency costs and an analysis of program accomplishments in two countries where OICI has active programs (Ghana and Nigeria).

Of approximately $1.1 million suspended in three prior audit reports, $1.0 million is recommended for acceptance and $31,234 is questioned.

In OICI/Ghana, significant progress on project objectives is evident. There were, however, administrative areas needing improvement.

- Program authority and responsibility of USAID/Ghana is not clear (Page 3).
- Records between Central Office and OICI/Ghana differed by $75,412 (Page 3).
- Some problems were noted in connection with locally raised funds, accounts receivable and inter-task order costs (Pages 3 and 4).

We have made two audits of OICI/Nigeria. Both reviews reflect serious program and administrative deficiencies which have no easy solution. In our opinion, it is in the best interest of the U.S. Government to terminate all financial support to OICI/Nigeria by June 30, 1976.

The findings in this report were made known to USAID/Ghana and USAID/Nigeria. Concurrence was received from USAID/Ghana. USAID/Nigeria offered no comment.

FINDINGS AND RECOMMENDATIONS

A. Combined Information

1. Contract Costs - Since the Central Office did not have the required documents, the following foreign currency costs were suspended in three previous audit reports pending this review:

Referenced Audit Report	Deferred Costs Task Order No. 2	Deferred Costs Task Order No. 3	Deferred Costs Total
74-159	$ 161,594	$ 278,715	$ 440,309
75-315	117,289	101,964	219,253
76-165	169,953	221,553	391,506
Total	$ 448,836	$ 602,232	$1,051,068

The equivalent of $1,051,068 in foreign currency costs were audited. Of this amount, costs of $1,019,834 may be accepted as proper under the terms of the contract and two task orders. The remaining $31,234 are questioned. These amounts are summarized below and shown in detail on Exhibits A and B.

Task Order No.	Reimbursed Costs Deferred	Recommended Costs Questioned	Recommended Costs Accepted
2	$ 448,836	$ 4,026	$ 444,810
3	602,232	27,208	575,024
Total	$ 1,051,068	$ 31,234	$ 1,019,834

A recommendation to effect settlement on the above costs is included in Audit Report No. 76-301 dated February 27, 1976, which consolidates all outstanding cost audit reports.

B. OICI/Ghana (Task Order No. 2)

1. Project Accomplishment - Significant progress on project objectives is evident. From inception through June 30, 1975, three hundred and thirty-two students completed training in various skills. OICI/Ghana placed 299 of the graduates in jobs and the remaining 33 were trained to perform in jobs they had prior to training. The contractor program advisor indicated that they found, as a result of their follow-up program, the graduates usually stayed on their jobs and their job performances were as good or better as graduates from other Ghanaian vocational institutions. Total student enrollment for 1974/1975 was 130, and a waiting list of several hundred persons was seeking admittance to the OICI training program.

2. Program Responsibilities - The authority and responsibility of USAID/Ghana for this program is not clear. The Mission prepares different program documents, but final decisions on contract provisions are made in AID/W. As a result, OICI/Ghana does not (a) submit semi-annual reports on time; (b) inform the Mission of operational and/or administrative problems; and (c) coordinate with the Mission on the arrival and departure of contract personnel.

Recommendation No. 1

The AA/PHA, AA/AFR, and Director, SER/CM should develop a plan which delineates responsibility and authority of USAID/Ghana (and other Missions) for OICI programs.

3. Accounting Records - Records between the Central Office and OICI/Ghana were unreconcilable reflecting a difference of $75,412 between expenditures per Ghana records and reimbursements per Central Office records. Consequently, the auditors were not always able to verify that reimbursed amounts had been received by OICI/Ghana.

Recommendation No. 2

SER/CM/ROD should request OICI to determine and explain what the difference is and hereafter reconcile the records, between Ghana and Central Office, on a monthly basis.

4. Locally Raised Funds - Local financial support has been increasing since program inception to our cut-off date and a healthy upward trend is evident, i.e., $13,844 in FY 1972 to $50,115 in FY 1975. Moreover, the Government of Ghana (GOG) is expected to include OICI/Ghana in its annual budget.

We noted, however, three problems regarding these funds. They have not been audited since program inception. Audit responsibility for these funds has not been defined and AID does not seem to have authority for audit. Third, need for audit was evident. Our limited review showed that funds are being inappropriately used for loans ($1,174) and unsupported disbursements ($870) to the local OICI/Ghana Director and for gifts ($248) for departing contract personnel.

Recommendation No. 3

The Director, SER/CM, should (a) define who is to have audit authority for locally raised funds, and (b) amend Contract No. AID/afr-653 and Grant No. AID/pha-1128 accordingly.

5. Accounts Receivable - OICI/Ghana's accounts receivable totalled ¢3,126 ($2,574) as of June 30, 1975. Some accounts are very old and consist of expenditures which should have been paid from locally raised funds, advances made to local employee, personal expenditures paid for contract personnel, and disbursements made for OICI/Philadelphia. OICI/Ghana has at various times made loans to certain local employees.

Recommendation No. 4

SER/CM/ROD should request OICI Central Office to require OICI/Ghana to collect the current accounts receivable balance.

6. TDY Costs - OICI does not have adequate procedures to identify and transfer costs between task orders for TDY assignments. For example, Task Order No. 2 personnel spent about 13 man-months on TDY assignments outside of Ghana - mainly in Ethiopia (T.O.#6). Cost of Task Order No. 2 are therefore inflated.

Recommendation No. 5

SER/CM/ROD should request OICI Central Office to develop and establish a procedure to identify TDY costs for transfer between Task Orders.

C. OICI/Nigeria (Task Order No. 3)

1. Synopsis - Two audits have been made of the OICI/Nigeria operations. Both reviews reflect serious program, administrative and personnel problems which have no easy solution. Their nature and depth are such that we believe that it is in the interest of the U.S. Government to terminate all financial support by June 30, 1976. Details of our findings are stated in the ensuing sections.

2. Program Problems - Audit Report No. 4-620-74-11 dated November 16, 1973 contains details to support the conclusions stated below about the program in OICI/Nigeria.

The project is unilateral in that it was not developed with, nor formally agreed upon by the Nigerian Government. As such, the Nigerian Government has no formal commitment to the project.

The project was not in accord with Nigerian development priorities as set forth in the Second National Development Plan 1970-74.

There are indications that a veritable need for the project (to reduce the shortage of intermediate-skilled manpower) does not exist.

Given the present project design, it was impossible to achieve the stated objective of producing 300 vocational completers per year. We recommended that the PROP be revised. The current review revealed that the Mission agreed with this assessment. However, the PROP has not been revised.

There was a definite downward trend in local financial support, i.e., from $27,000 in FY 1970 to $5,300 in FY 1973. Thus, the project's future viability was questionable and there was no assurance that government support would be forthcoming. In the current review, we noted that according to the Project Appraisal Report (PAR), OICI/Nigeria reported commitments of about $38,000 beginning in FY 1975. The auditors requested, but were not given, information on these commitments or the history of contributions for FY 1974 and FY 1975.

The PAR acknowledges that the program has been bedeviled by too many problems. Some examples: (a) inter-personal problems between Board of Director's Chairman and OICI Program Advisor; (b) OICI and local staff shortage and morale problems; (c) recruitment and retention of personnel; (d) inadequate budgeting for equipment to fully meet project requirements; (e) inability to establish the program in a suitable permanent site capable of handling 220 trainees per year; (f) non-compliance with Mission recommended actions; and (g) inability to obtain firm financial pledges.

3. Funds Control and Utilization - Improper fund utilization was noted. Exhibit B shows funds being used to cover personal expenses such as medical, vehicle repairs, personal cables, etc.

In addition, the Administrative Officer did not maintain a cash receipt book and did not have records to ensure that the amount of local currency credited to the bank account was in agreement with the amount of U.S. dollars transferred from OICI/Philadelphia at various times. Notices of amount of dollars transferred were sent to OICI/Nigeria, but they were not kept in any order. The auditors were unable to locate all of the notices of transfer and were unable to reconcile these funds.

Vouchers representing 67 percent of total expenditures were examined to determine their validity. The system followed in the disbursement of funds was not adequate to provide the necessary control over funds. Checks were generally written in the names of one of the American technicians, usually the Administrative Officer. Documentation to support the expenditures were usually in the form of proforma invoices or bills, but vendor receipts were usually not used to support disbursements. There was no system followed to ensure that the total amounts for which checks were written were actually paid to the vendors. Although circumstances may necessitate the writing of checks in the name of the American technician, OICI/Nigeria could have maintained records to ensure that the funds are properly accounted for.

4. Non-Expendable Property Controls - Contract funded non-expendable property is not adequately controlled and/or maintained. As a result, physical location of some property was unknown, sizeable inventory losses exist, and disorganized disposition procedures are used. Details are divided into office and household property.

Office Property

Most items sampled were being used for the purpose intended. However, the following items were either missing, unservicable, or not used.

Description	Cost	Status
Truck	$4,068	Considered beyond repair
Ten IBM Typewriters	$3,800	5 need repair, 3 stolen, one was in house of an American technician, and one was being used in the OICI office
Two IBM Typewriters	$ 881	Missing
Two 3M Copiers	$ 414	Missing
Tools for Vehicle Repair Classes	$3,538	About 90% of tools missing
Gas Oven	$ 925	Needs part for repair
Oscilloscope	$ 299	No record of arrival
Various Large Cooking Items	$?	Not being used

As a result of findings and a recommendation in our previous Audit Report of OICI/Nigeria, OICI/Philadelphia sent blank equipment cards to be used for the control of equipment. These cards were never used, but a physical inventory was taken of all equipment, and the worksheets were made showing the location of the equipment, including household items.

Household Property

The list of household items was not up-to-date and physical location was uncertain because furniture and appliances had been moved without any notation made as to the new location.

To compound this problem, disposition of property is not done in any organized manner.

In August 1975, OICI/Nigeria conducted a sale of AID-financed household furniture and appliances which were surplus to the needs of contract personnel. OICI/Nigeria requested the permission of USAID/Nigeria to sell surplus household items. Although USAID/Nigeria sent at least two telegrams to AID/W requesting advice on the sale of the items there was no evidence in the files that AID/W responded to the requests.

On the date of the sale, local OICI/Nigeria employees were apparently allowed to place "reserve" signs on items which they wanted for themselves or for their friends. This situation resulted in a dispute between the Program Advisor and the Administrative Officer. The latter was suspended for three days and did not participate in the sale of most of the items. The result was a loss in control over inventory and sales. Two months after the sale (October 1975) OICI/Nigeria did not know what items had been sold or what the actual sales proceeds had been. According to the bank deposits and cash on hand, sales proceeds were N3,506 ($5,750). According to a list prepared by the Administrative Officer, however, total sales had amounted to only N2,628 ($4,310). The difference in figures could not be reconciled. The Program Advisor told us that he planned to use about N2,000 of the proceeds to pay storage bills for household items which were removed from storage.

Items which were not sold were stored in the OICI Center. Although there was no inventory list of those items, the Administrative Officer told us he was sure that some items had been stolen.

We tried to ascertain what items were offered for sale, what was sold and what remained to be sold. We were unable to verify that all items and money were accounted for since the only documentation available were several receipts located in different places and a list prepared for us of items sold. The problems were: (a) failure to maintain adequate inventory records, (b) failure to keep a record of those items offered for sale, (c) failure to exercise proper controls to ensure that funds were adequately accounted for, and (d) suspension of the Administrative Officer by the Program Advisor.

5. Housing Repairs and Leases - Home leasing by OICI/Nigeria has been uneconomical. Because of excessive personnel turn-over, some leased homes remained vacant for about 4 years. This represents approximately $20,000 in wasted resources. In addition, expenditures for household repairs - about $10,266 - were primarily of a nature that may have materially increased the value of the house. Therefore, they should have been borne by the lessor.

Without authorization from AID, OICI/Nigeria sub-leased two vacant houses which were previously occupied by contract personnel. The first sub-lease was made on March 26, 1974 for a period of eight months (the remaining life of the OICI lease). The agreement called for an advance payment of N750 and the balance of N1,250 payable on June 1, 1974. The lessee made a payment of N750 by check which was returned for insufficient funds. The lessee refused to make another payment and was asked by OICI/Nigeria to vacate the property.

On November 20, 1974, OICI/Nigeria entered into a sublease with ARK Urban System, Inc. The sublease was for a period of five months and required an advance payment of N1,425 by ARK to cover a portion of the advance rent OICI had paid to the lessor. The sublessee, who was the President of ARK, was allowed to remain in the house although he did not make payment until the end of the sublease agreement. AID-financed furniture, appliances and five air conditioners (three of which were rented by OICI) remained in the house. The air conditioners were removed at the end of the sublease agreement; however, as of October 20, 1975, the furniture and appliances were still in the possession of the President of ARK. The OICI Program Advisor told the auditors that he plans to sell the furniture and appliance to the person who has been using them for almost a year. OICI/Nigeria had not yet paid the rent of the air conditioners for the period the house was subleased because of a dispute between the Administrative Officer and the rental company over the amount billed. When this dispute is settled, contract funds should not be used to pay the rent of the air conditioners during the time they were used by the President of ARK. We recommend that N1,425 be disallowed and that the furniture and appliances be removed and disposed of in accordance with AID Regulations.

6. Conclusions and Recommendations - Task Order No. 3 is due to expire on June 30, 1976. We do not believe this termination date should be extended or that the program should be grant-funded. Further financing can only serve to perpetrate an endemic condition of program and administrative inefficiency and/or ineptness. In our opinion, this program is prejudicial to the best interest of AID.

Recommendation No. 6

SER/CM/ROD should not extend the termination date of Task Order No. 3 beyond June 30, 1976 or grant-fund the OICI/Nigeria program. OICI Central Office should be advised of this position and requested to proceed to close-out its Nigeria program in an orderly manner.

BACKGROUND AND SCOPE

Background

The Opportunities Industrialization Centers of America (OIC/A) represents a proven concept in manpower training and development. Efforts to internationalize this philosophy have been supported by AID since 1969.

In March 1970, OICI was incorporated under Pennsylvania laws as a non-profit organization that qualifies for tax exempt status. Its broad objectives are to reaffirm and restore the historical ties between Africa and America, and assist in the organization, development and operations of OIC programs. Except for a small general fund, OICI is about 99 percent funded by AID.

On August 15, 1969, AID signed a basic agreement (No. AID/afr-653) with OICI. Six task orders have been executed to provide financial support to the home office and programs in four African countries (Ghana, Nigeria, Kenya, and Ethiopia). The basic agreement, with a total ceiling of $5.7 million, expired on June 30, 1975. AID has signed another contract (No. AID/afr-C-1110) with OICI for feasibility studies to be conducted in six other countries (Gambia, Sierra Leone, Liberia, Togo, Zambia, and Botswana). The ceiling for this contract is about $146,000.

Beginning July 1, 1975, the operations of OICI are to be "Grant Funded". The first Grant (AID/pha-G-1125) was signed July 7, 1975. It funds $850,000 to December 31, 1975 with a $3.0 million ceiling.

Scope

The primary purpose of the examination was to determine the propriety of local (foreign) currency expenditures incurred by the Contractor under the terms of the contract and the OICI/Ghana and OICI/Nigeria task orders. In addition, we performed an evaluation of internal controls and program accomplishments. Accordingly, the review included a review of pertinent records and procedures and field inspection of project sites in OICI/Ghana and OICI/Nigeria.

OPPORTUNITIES INDUSTRIALIZATION CENTER, GHANA
CONTRACT AID/AFR-653 TASK ORDER NO.2

Questioned Costs August 1, 1971 - June 30, 1975

VOUCHER NO.	VOUCHER DATE	PURPOSE	AMOUNT GHANA CEDIS	AMOUNT U.S. DOLLAR EQUIVALENT 1/	REASON FOR PROPOSED DISALLOWANCES
202	9-6-71	Household Items	¢ 400.00	$ 406.00	No vendor's invoice or receipt.
231	9-29-71	3 minute call to U.S.	7.50	7.61	No indication of place or reason for call.
418	4-10-72	-	13.50	10.54	No vendor's invoice or receipt.
496	7-3-72	Immigration Fee	34.50	26.94	No receipt.
499	7-10-72	Visa and Residence Fee	27.50	21.48	Total voucher ¢55.00. Receipts for only ¢27.50.
509	-	Program Commodities	49.00	38.27	No vendor invoice or receipt.
635	10-20-72	Buffet Lunch	300.00	261.00	No receipts. Luncheon for inauguration of OIC Advisory Council. Should be local funds.
636	10-23-72	Printing of Invitations to Luncheon	38.00	33.06	Should come from Local funds.
702	1-16-73	Buffet Lunch	272.00	236.64	Final payment for lunch. First payment made on voucher 635.
736	2-20-73	Telephone Bill	335.95	292.28	Should have been paid from local funds.
744	12-19-72	Office Supplies	245.52	213.60	No invoice or receipt.
834	5-4-73	Restaurant and Bar Bills	103.00	89.61	Not authorized under contract. Voucher does not identify persons for whom purchases were made.
865	5-23-73	Draftsmen Materials	52.50	45.68	No vendor invoice/receipt.
950	7-25-73	Kente Cloth, Drum and Stool Chart for OIC Philadelphia	48.30	42.02	Not associated with OIC/Ghana Program.
959	7-31-73	Miscellaneous Expenses	43.18	37.57	Purchases of ¢41.98 not supported by receipts. ¢1.20 spent for drinks.
1031	11-5-73	Dinner and Drinks	177.81	154.69	Voucher indicates expenditures were for 9 persons honoring volunteers.
1044	11-21-73	Reception International Director	355.00	308.85	Not authorized under contract.
149	12-6-72	Annual Medical Examination for a contract employee	102.25	88.96	Not authorized by contract.

1/ Based on rates used by bank at time of disbursements.

OPPORTUNITIES INDUSTRIALIZATION CENTER, GHANA

Contract AID/afr-653 Task Order No. 2

Questioned Costs August 1, 1971 - June 30, 1975

VOUCHER NO.	DATE	PURPOSE	AMOUNT GHANA CEDIS	AMOUNT U.S. DOLLAR EQUIVALENT	REASON FOR PROPOSED DISALLOWANCES
166	12-19-72	Household Repairs	¢ 57.00	$ 49.59	No receipts nor list of work performed.
171	1-17-73	Household Furniture	22.00	19.14	No vendor invoice nor receipt.
1112	4-9-74	Miscellaneous Expenditure	72.00	62.64	Total voucher ¢90.35. Cost of ¢18.35 accepted. Lunch and dinner for OIC/Kenya Chairman and guest not authorized by contract.
1136	5-17-74	Lunch/reception for departing OIC staff member	214.30	186.44	Not authorized by contract.
1348	5-15-75	Visas for Contract Employees	14.85	12.92	Visas were for OIC/Ghana staff member to travel to Sierra Leone and Ivory Coast. There was no OIC operation in these countries.
1358	6-6-75	Call to U.S.A.	30.12	26.20	No indication where call was made and purpose of call.
140	1-23-74	Program Commodities	185.00	160.95	No invoices/receipts.
169	2-14-74	French Lesson	10.00	8.70	Paid for local employee. Not authorized under contract.
423	1-23-75	Lump sum payment for 30 days unused annual leave for the OIC/Ghana Director.	718.74	625.30	Contrary to AID policy. Employee currently working for OIC/Ghana.
439	2-28-75	Lump sum payment for 20 days unused annual leave for the OIC/Ghana Director	643.01	559.42	Contrary to AID policy. Employee currently working for OIC/Ghana.
		Total	¢4,572.53	$4,026.10	

OPPORTUNITIES INDUSTRIALIZATION CENTER, NIGERIA
CONTRACT AID/AFR-653 TASK ORDER NO. 3

Questioned Costs July 1, 1973 - June 30, 1975

VOUCHER NO.	DATE	PURPOSE	AMOUNT NAIRA	AMOUNT DOLLARS 1/	REASONS FOR PROPOSED DISALLOWANCES
426	7-18-73	Med. exp. US technicians	₦ 117.70	$ 180.00	Personal Med. exp. not authorized in Task Order
427	7-18-73	" " " "	21.00	32.00	" " " " " "
428	7-18-73	" " " "	125.00	191.00	" " " " " "
436	8-31-73	" " " "	296.00	452.88	" " " " " "
448	8-31-73	" " " "	8.00	12.24	" " " " " "
460	10-17-73	" " " "	81.00	123.93	" " " " " "
465	10-17-73	" " " "	25.70	39.32	" " " " " "
481	10-31-73	" " " "	111.00	169.83	" " " " " "
482	11-9-73	Liquor, cheese, etc.	100.00	153.00	Not authorized in Task Order
507	12-31-73	Cablegrams	5.72	8.75	Personal cable to a PERRY in Oklahoma
542	3-8-74	Vehicle repair 1967 Buick for J. Wether	258.04	402.54	Repair of personal vehicle
554	3-20-74	Various items postage, cables, gas, travel	34.05	53.12	No invoices to support expenditures
566	3-26-74	Entertainment Exp.	100.00	156.00	Not authorized in Task Order
571	4-1-74	Medical exp. U.S. tech.	110.00	171.60	Personal medical expenses not authorized in Task Order
575	4-11-74	Advertising	267.00	416.52	Local exp. not authorized in Task Order
590	4-29-74	Security Salaries	44.00	68.64	Day guards -- not provided for USAID personnel
595	4-30-74	Medical expenses	36.00	56.16	Personal medical exp. not authorized - T.O.
603	5-8-74	Sick leave pay	108.00	168.48	Local employee received ₦108.00 in excess of amount due
610	5-10-74	Auto repairs Wilber Phillips	442.85	690.85	Repair of personal vehicle
616	5-17-74	Medical expenses	136.00	212.16	Personal medical exp. not authorized in T.O.
617	5-20-74	Medical expenses	110.00	171.60	Personal medical exp. not authorized in T.O.
624	5-30-74	Medical expenses	21.00	32.76	Personal medical exp. not authorized in T.O.
625	5-30-74	Security Salaries	44.00	68.64	Day guards -- not provided for USAID personnel
632	5-22-74	Medical expenses	144.00	239.04	Personal medical exp. not authorized in T.O.

1/ Based on rates used by bank at time of disbursement

OPPORTUNITIES INDUSTRIALIZATION CENTER, NIGERIA
Contract AID/afr-653 Task Order No. 3

VOUCHER NO.	DATE	PURPOSE	AMOUNT NAIRA	AMOUNT DOLLARS	REASONS FOR PROPOSED DISALLOWANCES
638	6-10-74	Vehicle Repair James Jackson	₦ 400.00	$ 656.00	Repair of personal vehicle
641	6-10-74	Cablegrams to Gloria in N.Y.	8.14	13.35	Appears to be personal cable
643	6-10-74	Medical expenses	36.00	59.04	Personal medical exp. not authorized in T.O.
647	6-12-74	Medical expenses	61.00	100.04	Personal medical exp. not authorized in T.O.
663	6-26-74	Security salaries	44.00	72.16	Day guards -- not provided for USAID personnel.
009	7-15-74	Entertainment for Rev. Sullivan	189.92	311.47	Not authorized in T.O.
011, 048	7-26-74	Photo album for Rev. Sullivan	85.00	139.40	Not authorized in T.O.
086	9-19-74	Photo album for Rev. Sullivan	15.00	24.60	Not authorized in T.O.
012	7-4-74	Vehicle repair. J. Jackson include with voucher 638	203.94	334.46	Repair of personal vehicle
030	8-5-74	Security Guard	44.00	72.16	Day guards -- not provided for USAID personnel
042	8-15-74	Medical expenses	64.50	105.78	Personal medical exp. not authorized in T.O.
056	8-28-74	Security Guard	22.00	36.08	Day guards -- not provided for USAID personnel
082	9-17-74	Medical expenses	35.00	57.40	Personal medical exp. not authorized in T.O.
112, 126	10-14-74 10-30-74	Battery charger, Jack Crane for training	2,550.84	4,183.38	Approval of USAID/Nigeria not obtained
155	12-2-74	Soldering iron, hammers tools for training	405.74	665.41	Approval of USAID/Nigeria not obtained
128	10-30-74	Medical expenses	39.00	61.96	Personal medical exp. not authorized in T.O.
146, 230	11-15-74 4-2-75	Tool Boxes (6)	2,025.00	3,221.00	Approval of USAID/Nigeria not obtained
196	1-29-75	Entertainment exp	35.81	58.73	Not authorized in Task Order
231	4-10-75	Vehicle repair advance	200.00	328.00	No receipt as back-up to voucher
197	1-29-75	Security salaries	66.00	108.24	Day guards -- not provided for USAID personnel
213	2-28-75	Security salaries	66.00	108.24	" " " " " "
224	4-2-75	Security salaries	66.00	108.24	" " " " " "
240	4-30-75	Security salaries raise	90.00	147.60	" " " " " "
247	5-14-75	Cablegrams for Montgomery - & Mrs. Beverly	65.42	107.29	Cables sent to areas where there is no OIC activities

OPPORTUNITIES INDUSTRIALIZATION CENTER, NIGERIA
Contract AID/afr-653 Task Order No. 3

VOUCHER NO.	DATE	PURPOSE	AMOUNT NAIRA	AMOUNT DOLLARS	REASONS FOR PROPOSED DISALLOWANCES
255	5-14-75	Security salaries	N 60.00	$ 98.40	Day guard services - not provided for USAID/Nigeria personnel
266	6-12-75	Entertainment	27.25	44.69	Not authorized in Task Order
267	6-16-75	Black/Decker Master Refacing (value) Machine	1,097.80	1,800.39	Approval of USAID/Nigeria not obtained
629	5-30-74	Advance on office curtains and repairs	100.00	156.00	No invoice or receipt
		Sub-Total	N10,849.42	$17,450.57	
		Details included in A/R 4-620-74-11:			
		Medical expenses	2,795.59	4,176.00	
		Guard Services	1,797.07	2,685.00	
		Unused Sick Leave	53.40	80.00	
		Business Cards	105.00	157.00	
		Excessive Salary Claims	330.00	493.00	
		Rent on Sub-leased home	1,425.00	2,166.00	
		Total	N17,355.48	$27,207.57	

EXHIBIT C

OPPORTUNITIES INDUSTRIALIZATION CENTERS INTERNATIONAL, INC.

Contract No. AID/afr-653
Task Order Nos. 2 and 3

DISTRIBUTION OF AUDIT REPORT

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