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DESIGN AND IMPLEMENTATION OF A FINANCIAL ACCOUNTING SYSTEM FOR THE WATER AUTHORITY OF JORDAN AND THE MINISTRY OF WATER AND IRRIGATION

Quarterly Report: Q2-2007

April-June 2007

This publication was produced for review by the United States Agency for International Development. It was prepared by Development Alternatives, Inc.

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The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.



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A. Ministry of Water and Irrigation/Water Authority of Jordan

Major activities in MWI and WAJ for the second quarter 2007 were:

- 1. WAJ TAGI certification:** Progress continued on the external certification from Talal Abu Ghazaleh, the external auditor for WAJ.
- 2. MOF certification of MWI FAS:** The Ministry of Finance requested yet another set of requirements for FAS certification though the MOF team continues to note that the certification process is 99 percent complete. MOF informed MWI and FAS that final acceptance could take as long as three to six months. This is considered unacceptable and MWI officials will contact MOF to request that it expedite the process.
- 3. Inventory Module:** The inventory module is difficult because WAJ has six employees handling inventory and they are using two different systems. During the second quarter of this year, FAS will work intensely with WAJ and MWI in inventory issues, and keep USAID fully informed of progress.
- 4. WAJ Pending Reports:** During this quarter, the FAS incrementally transferred some responsibilities for supporting WAJ and MWI to the FAS Support Unit. As an example, an important WAJ report, the employee termination report, was developed by FAS, but the final testing and design was done by the FAS Support Unit's specialist in HR and Payroll. This type of collaboration should permit the FAS system to be used fully after the end of the FAS project.
- 5. MWI HR and Payroll Modules:** During this quarter these two modules were running with the new payroll rules.
- 6. Fixed Assets:** WAJ Headquarter, NGWA, Aqaba Water Company, and Jordan Water Company held a half-day workshop to discuss in detail the fixed assets policy. FAS consultant presented in detail the proposed policy which if adopted would facilitate commercialization of the sector. After the workshop, FAS requested that each WAJ organization provide comprehensive comments. FAS received those comments and responded. As a result of these actions, WAJ Secretary General formally adopted the new Fixed Assets Policy. A copy of the fixed assets presentation is found in Annex A.

B. Northern Governorates Water Administration

Major activities in NGWA during the second quarter of 2007 were:

Phase one reports: All but three reports for phase one were finished during 2006 and the first quarter 2007. During the second quarter 2007, the Cash Flow report was completed after the

closing of the 2006 accounts and the audit trail reports were completed. The one outstanding report remains the WAJ monthly report which tracks revenues and expenses. This report will be finished after the completion of the accounts receivable module.

Historical Data Conversion: NGWA delivered 13 data files for automatic loading into the Oracle HR module. NGWA will randomly check the data for accuracy instead of conducting a full-scale validation of the data. Following the check for accuracy, HR at NGWA will authorize the transition of these data to production.

External Audit: Progress continued on FAS certification by the external auditor.

Phase two progress: System Solution Guidelines were finalized for both the Cash Management and Accounts Receivable Modules. Significant progress was also made on the Inventory Module. The Inventory Module went live during the second quarter of 2007. A lack of computer hardware in most of NGWA’s regional offices compelled NGWA and FAS to confine the work on inventory at this time to four offices only. FAS rented four dot-matrix printers to facilitate this work.

Computer Hardware Issues: The Phase Two modules, accounts receivable and inventory require a large procurement of hardware. This is particularly important for AR so that all NGWA regional offices can be part of the FAS system. WAJ agreed to procure these items.

Workshop to discuss the “snag” list: FAS requested that NGWA formally assemble a “snag” list for phase one modules. NGWA assembled the list, FAS worked with the NGWA team members to discuss and solve each of the snags, and then FAS sponsored a workshop in Irbid to discuss in detail each of the snags and its respective solution.

C. Aqaba Water Company

There was no work in Aqaba during this quarter.

D. Training and Workshops

Training Name	Site	Trainer	Date	Gender		Trainees Name
				Male	Female	
UNIX Administration Training	WAJ	SMS company	16-24\1\2007	7	1	<ol style="list-style-type: none"> 1. Qais Al-Khashman 2. Ala' Dakhallah 3. Yaser Abu Al-lash 4. Ahmad Sha'arat 5. Wisam AlRawbadi 6. Ayman Al-Bitar 7. Nadia Al-Jafari 8. Mohannad Abu

						Najim
UNIX Administration Training	MWI	SMS Company	16-24\1\2007	2		1. Ahed Harases 2. Yousef Baydoun
Human Resource End User and Super User Training	MWI	Mohammad T	18\2-1\3\2007	1		1. Yazed Arabiat
Payroll End and Super User Training	MWI	Mohammad T	18\2-1\3\2007	1		1. Yazed Arabiat
Carrying Forward Year-End Encumbrance	WAJ	DawoodA	28\1\2007	6	1	1. Mohannad Abu Nejim 2. Abeer Abdelkhaleq 3. Mahmoud Abu Al-Rub 4. Mohammad Al-Akhras 5. Fawzi Al-Momani 6. Yaseen Tarakhan 7. Hassan Thabet
Purchasing Training	WAJ	RaniaK	25-27\2\2007	1	5	1. Nadia Al-Jafari 2. Nidal Al-Doradi 3. Nadia Al-Abdullat 4. Maysoun Al-Momani 5. Haifa Al-Khodery 6. Mervat Zohiar
System Integration, Trouble shooting and Problem Solving Training	NGWA	SuzanS and Tamara Al-Taher	26-28\2\2007	10	1	1. Mohammad Jawarneh 2. Hajem Obadiat 3. Mohammad Bataineh 4. Omar Ghrabieh 5. Mohammad Hajjat 6. Faiz Habarneh 7. Khulod Khamash 8. Firas Bani Hani 9. Faisal Obeidat 10. Khaled Refa'e 11. Mohammad Doghamat
System	NGWA	TamaraT,	25-27\2\2007	16	4	1. Randa Mikkawi

Integration, Trouble Shooting and Problem Solving		RaniaK, Ala'H				<ol style="list-style-type: none"> 2. Samah Abu Deiab 3. Mahmoud Barham 4. Motaz Al-Zoubi 5. khaled Omari 6. Belal Hammad 7. Majd Al-Zoubi 8. Mwafaq Milkawi 9. Ahmad Jaradat 10. Mohammad Hajjat 11. Yara Bani Khaled 12. Sona Dirbas 13. Samir Al-Zoubi 14. Ahmad Soud 15. Osama Tawalbeh 16. Fisal Hisawi 17. Aziz No'aimi 18. Anwar Haijal 19. Khalid Al-Rifai 20. Mohammad Doghamat
Super User Training for Inventory	NGWA	Ala' khattab	28-30\1\2007	5	1	<ol style="list-style-type: none"> 1. Nazim Al-Zoubi 2. Samer Abu Al-Rob 3. Khalid Al-Omari 4. Motaz Al-Zoubi 5. Mohammad Doghamat 6. Dana Rishidat
11i Oracle Receivables Fundamentals	WAJ,MWI, NGWA	Oracle University Training	20-22\3\2007	11	1	<ol style="list-style-type: none"> 1. Mohammad Ali 2. Issam Al-Otabi 3. Ali Hassan 4. Subhi Al-Foduli 5. Jamil Shreim 6. Jamal Hadad 7. Fisal Al-Hisawi 8. Anwar Abu Al-Hayja' 9. Mohammad Hajjat 10. Mahmoud Abu Al-Rob 11. Mohannad Abu Nejim 12. Abeer Abdel Al-khaleq
11i Implement	WAJ,MWI,	Oracle	25\3\2007			<ol style="list-style-type: none"> 1. Issam Al-Otaiby

& Cash Management	NGWA	University Training				<ol style="list-style-type: none"> 2. Jamil Shreem 3. Jamal Da'abes 4. Omar Siyam 5. Najah Sa'd 6. Aziz Al-No'ami 7. Khalid Al-Rifai 8. Hayat Al-Naser 9. Ahid Harasis 10. Mahmoud Abu Al-Rob 11. Mohannad Abu Nejim 12. Abeer Abdel Khaleq
11i Inventory Management Fundamentals	WAJ,MWI, NGWA	Oracle University Training	26-30\2007	12	1	<ol style="list-style-type: none"> 1. Khalil Jama'en 2. Omar Abu Farweh 3. Osamah khader 4. Tayser Maqousi 5. Motaz Al-Zoubi 6. Khalid Omari 7. Natheim Zoubi 8. Samer Bdour 9. Samer abu Al-Rob 10. Na'el Qutashat 11. Yousef Baidoun 12. Nadia Al-Jafari 13. Nidal Al-douradi
Change Management Training	WAJ MWI NGWA	Dima Jamali	9-10/5/2007	13	1	<ol style="list-style-type: none"> 1. Mohyee El-Deen Shboul 2. Ziad Hadaden 3. Mahmoud Abu al-Rob 4. Tayseer Murad 5. Ahmad Harb 6. Jihad Al-Saqarat 7. Hamed Abu Haweleh 8. Yazed Arabiat 9. Aasheh Wahbeh 10. Ahmad Al-Azzam 11. Khalil Jama'en 12. Abdullah Huysat 13. Ziad Darwish 14. Abdullah Al-Qawasmi

Change Management Training	WAJ MWI NGWA	Dima Jamali	28-29/5/2007	31	9	<ol style="list-style-type: none"> 1. Radawn Bataineh 2. Yousef Baidoun 3. Khalid Abd Al-Rahman 4. Samer Al-Awamleh 5. Basmah Al-Rosan 6. Omar Abu Farweh 7. Raed Daoud 8. Tayser Al-Maqousi 9. Osamah Khader 10. Mo'en Barqawi 11. Nidal Duridi 12. Sa'ed Niserat 13. Sameh Al-Ahmad 14. Izzat Al-Qassab 15. Najwa Qadorah 16. Rania Abu Sararah 17. Samar Al-Sader 18. Mohammad Al-Adham 19. Jamil Shreem 20. Jamal Hadad 21. Mohammad Al-Khattab 22. Mahmoud Shihab 23. Abeer Ayash 24. Su'ad Al-Zaq 25. Mohammad Ghatasheh 26. Shafeq Rabab'ah 27. Naser Al-Qawas 28. Subhi Al-Fodoli 29. Yassen Tarakhan 30. Hussein Abu Nijim 31. Tareq Al-Qurashi
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						32. Randa Milkawi 33. Mohammad Hajjat 34. Mahmoud Barahm 35. Mohammad Bataineh 36. Sona Derbas 37. Maohammad Jawarneh 38. Fayeze Habarneh 39. Mohammad Bani Mustafa 40. Na'il Qutaishat
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E. Deliverables

No.	Type	Location	Period	Deliverable
1	Training	MWI	31 Jan 2007	Super User training delivery for GL, AP, CM, Payroll
2	Document	MWI	31 Jan 2007	Set-up manuals for PO, Inv, HR and Payroll
3	Document	WAJ	31 Jan 2007	System Solution guidelines report for AR
4	Document	WAJ	31 Jan 2007	Documentation and data collection for Fixed assets policies report
5	Document	WAJ	31 Jan 2007	Customization for system integration of AP and Payroll
6	Document	WAJ	31 Jan 2007	GL pay deduction activation and integration
7	Milestone	NGWA	31 Jan 2007	Pre go-live support for GL, AP, PO, HR and Payroll
8	Document	NGWA	31 Jan 2007	System solution guidelines report for Inv, CM, AR
9	Document	MWI	28 February 2007	Handover Plan (Draft)
10	Milestone	MWI	28 February 2007	Activated help desk
11	Document	WAJ	28 February 2007	Set-up Manuals for HR and Payroll

12	Document	WAJ	28 February 2007	End user manuals for HR and Payroll
13	Document	WAJ	28 February 2007	End User Manual for Inventory
14	Document	WAJ	28 February 2007	Inventory position papers
15	Milestone	NGWA	28 February 2007	Go-live for GL, AP, PO, HR and Payroll
16	Milestone	NGWA	28 February 2007	HR historical data conversion
17	Document	MWI	31 March 2007	Database administration manual
18	Document	MWI	31 March 2007	System administration manual
19	Document	WAJ	31 March 2007	Set-up manual for Inv
20	Document	WAJ	31 March 2007	Database administration manual
21	Milestone	NGWA	31 March 2007	System configuration for Inv, CM, and AR
22	Training	NGWA	31 March 2007	Super user training delivery for Inv, CM and AR