

MEMORANDUM



File Ref. T: 18/1/5/ Vol. II

TO: Clerk of the House
Parliament

FROM: Permanent Secretary
Ministry of Tourism

DATE: October 19th 2017

SUBJECT:

Fourth Report of the Public Administration and Appropriation Committee on Examination of the System of Internal Audit within the Public Service

Head 35 – Ministry of Tourism

I. Staffing of Internal Audit Units

Recommendation:

- **The Ministry should liaise with the Personnel Department and the Ministry of Public Administration and Communications to determine if the terms and conditions of the Auditing Assistant should be amended or whether the services of an Auditor II should be procured and assigned to the Ministry's Internal Audit Unit.**

Response by Ministry of Tourism:

- (a) The Ministry of Tourism liaised with the Personnel Department and submitted a Classification Questionnaire relevant to the positions within the Ministry's Internal Audit Unit, by memorandum dated August 31, 2017 T: 18/1/5 Vol. II (Temp.)
- (b) The Ministry of Tourism engaged the Public Management Consulting Division, Ministry of Public Administration and Communications in a meeting spearheaded by Mr. Bernard Ashby on August 17, 2017 to discuss the proposals of the Ministry in re-organising its organisational structure. The staff structure of the Internal Audit was discussed.

A comparative research was done with other Government Agencies, Ministries and Departments of similar size as the Ministry of Tourism where it was found that one (1) Auditor I serviced the respective organisations. Hence a request for an Auditor II (Rg.42E) for the Ministry of Tourism is not being proposed in a re-organisation review of the Internal Audit Unit.

Upon the basis of the justification received from the incumbent Auditor I, Ministry of Tourism to be appended in a Note for Cabinet's consideration in a review of the organisational structure of the Ministry and the new Strategic direction of the Ministry of Tourism, a proposal is being put forward for the following:

- (i) Make permanent and pensionable : one Temporary position of Auditing Assistant (Rg.30C) Item No. 10 Temporary Staff
- (ii) Create one (1) additional position of permanent and pensionable position of Auditing Assistant (Rg.30C).

Therefore in light of the above, it is deemed not necessary to procure and assign an Auditor II but to make permanent and pensionable two (2) positions of Auditing Assistant inclusive of the creation of the second position.

Respectfully submitted, please

Ramdhelauan

Permanent Secretary
Ministry of Tourism

PERMANENT SECRETARY
Ministry of Tourism