

**AUDIT COMMITTEE FOR AFRICA CENTRE OF EXCELLENCE FOR
NEGLECTED TROPICAL DISEASES AND FORENSIC BIOTECHNOLOGY
(ACENTDFB)
AHMADU BELLO UNIVERSITY, ZARIA**

1. Minutes of the 10th Regular Meeting of the Audit Committee for ACENTDFB held on 23rd February 2024 in the Conference Hall of the new ACENTDFB, ABU, Zaria at 11:00 am	Action
---	---------------

2. 1.0 ATTENDANCE

3. 2.0 Members:

- | | | |
|---------------------------------|---|--------------------|
| 4. i. Prof. Mohammed U. Kawu | (Faculty of Vet. Medicine /Internal Council member) | |
| | - Chairman | |
| 5. ii. Prof. Abdullahi Y. Idris | (Faculty of Pharmaceutical Sciences) | - Member |
| 6. iii. Prof. Donatus Adie | (Faculty of Engineering) | - Member |
| 7. iv. Aliu Nuhu Onimisi | (Bursary Department) | - Member/Secretary |
| 8. v. Maiyaki Hamisu Musa | (Audit Department) | - Member |

9. 3.0 OPENING REMARK

The 10th Regular Meeting of ACENTDFB commenced at 11:am with individual opening prayer and this was followed by the Chairman's opening remarks.

10. 4.0 AGENDA

The agenda of the meeting was presented as follows:

11. i. Opening Prayers
12. ii. Chairman's opening remarks.
13. iii. Reading, Correction and adoption of minutes of the 9th Regular Meeting
14. iv. Matters arising from minutes of the 9th Regular Meeting
15. v. Review of the M&E Officer's reports for the period July, 2023 – December, 2023
16. vi. Review of the report of progress made by the Nigerian Centres under ACE Impact as of October, 2023.
17. vii. Review of ACE Impact DLR 4.3 Verification Checklist/Committee Report for ACENTDFB
18. viii. Review of January 2023 to December 2023 Internal Audit Reports
19. ix. Review of ACENTDFB 2022 Audited Financial Report and the Management letter
20. x. Review of the 2023 Audited Financial Report and the Management letter.
21. xi. AOB
22. xii. Adjournment
23. xiii. Closing Prayers

24. The agenda of the meeting was adopted by Prof. Donatus Adie and seconded by Mal. Maiyaki Hamisu Musa.

25. The number "...7th regular meeting..." in line 14 was corrected to read "...8th regular meeting..."
26. The phrase " ...verification check list/report Committee report..." in line 17 was corrected to read "...verification check list/Committee's report..."
27. The phrase "...7th regular meeting" in line 25 was corrected to read "...8th regular meeting"
28. The phrase "...in the final Audit Committee Report." In line 28 was deleted.
29. The phrase "... Audit Committee report." In line 31 was corrected to read "... Audit Committee recommendations."
30. Line 32 formerly written as "A member advises the Committee to ensure that all observations raised and responded to are deleted in succeeding report." was corrected to read "...A member advised the Committee to ensure that all recommendations made that were implemented are deleted in succeeding report."
31. Line 34 was rephrased to read, "A member briefed the Committee on the issue of the Centre's Organogram and that, in an earlier interaction, the Committee was made to understand that the African Centres of Excellence were not designed like the conventional Centres with specified responsibilities.
32. The phrase "...centralization of MOUs" in line 35 was corrected to read "...domiciliation of copies of signed MOUs in the archive of the Centre as well as the Registrar Office/Legal Office and Directorate of Academic Planning".
33. The phrase "..insist on..." and the word "..sensitivity .." in line 36 was replaced with "...allows for..." and ".. the importance..", respectively.
34. The Committee observed the lack of full utilization of the project Accounting Software. This was attributed to a lack of participation in training and retraining of account/audit personnel. The Committee agreed to represent the need for retraining of the Centre Staff to enhance their knowledge of the Package and domesticate the software.
35. The phrase " ... a competent Store Officer has been appointed.." in line 38 was replaced with "The Committee noted that a new store officer has been appointed as" and the phrase "..the Centre outgone store officer after his voluntary retirement..." was corrected to read "..the former Store officer who had voluntarily retired from active service".
36. Line 39 previously written as "Significant progress from 30% to 60% has been achieved in the submission of retirement for unretired advances." was corrected to read "The Internal Auditor assured the Committee that a significant progress (from 30% to 60%) has been achieved in the retirement of cash advances."

37. Similarly. The phrase "... advise the Audit Department to ensure a minimal percentage of unretired cash advance is achieved." in line 39 was corrected to read "...advised the Audit Department to ensure a minimal percentage of unretired cash advance".

38. **Review of the report of progress made by the Nigerian Centres under ACE Impact as of October, 2023.**

The Committee reviewed the report of the progress made by ACENTDFB and applaud the Centre for attaining a 100% level of achievement in DLIs i.e DLI 3.3,4.2,7.1,7.5; completion of the administrative building; development of a Regional Strategy Plan, Academic brief and draft research policy; completion of PASET benchmark and improvement in the number of external research grants won. The Committee however advised the Centre to improve its achievements in other activities to increase its percentage performance in non-performing DLIs.

The Committee also advised the Centre to collaborate with other high-performing ACEs and Universities in areas of research.

39. The Committee appreciated the comprehensiveness of the report on the DLIs and their percentage attainments. However, the Committee advised that all DLIs should be arranged serially (DLI1.0.....to the last) with their percentage attainments, challenges and improvement measures taken.

40. **Review of ACE Impact DLR 4.3 Verification Checklist/Committee Report for ACENTDFB**

41. The Committee noted the Centre's achievement in the construction of a Crime Scene Demonstration Lab, Moot Court and Administrative Building and commended the Centre for the performance. The Committee reviewed the verification checklist and agreed to confirm from the M&E officer if the Physical inspection of the new Admin building and its components facilities have been done by the relevant authorities.

42. **5.0 ADJOURNMENT**

43. Professor Donatus Adie moved for adjournment of the meeting in the absence of any other matter and was seconded by Hamisu Maiyaki. The meeting was officially adjourned at 6:05 pm after individual closing prayers.



44. **Prof. Mohammed U. Kawu**
45. Chairman



Mal. Nuhu A. Onimisi
Secretary