



AUDIT

OF

UNDP PROGRAMME OF ASSISTANCE TO THE PALESTINIAN PEOPLE

**IMPROVING THE CAPACITY OF CMWU FOR MONITORING THE QUALITY OF WATER
SUPPLY IN GAZA**

(Directly Implemented Project No. 75788)

Report No. 1276

Issue Date: 21 February 2014

**Report on the audit of UNDP Programme of Assistance to the Palestinian People
Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza (Project No. 75788)
Executive Summary**

The UNDP Office of Audit and Investigations (OAI), from 1 October to 17 November 2013, through Talal Abu-Ghazaleh & Co. (the audit firm), conducted an audit of Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza, Project No. 75788 (the Project), which is directly implemented and managed by the UNDP Country Office in Programme of Assistance to the Palestinian People (the Office). The last audit of the Office was conducted by OAI in 2010.

The audit firm conducted a financial audit to express an opinion on whether the financial statements present fairly, in all material aspects, the Project's operations. The audit covered the Project's Statement of Expenditure (Combined Delivery Report) for the period from 1 January to 31 December 2012.

The audit was conducted under the general supervision of OAI in conformance with the *International Standards for the Professional Practice of Internal Auditing*.

Audit results

Based on the audit report and corresponding management letter submitted by the audit firm, the results are summarized in the table below:

Project Expenditure		Project Assets	
Amount (in \$ '000)	Opinion	Amount (in \$ '000)	Opinion
138	Unqualified	N/A	N/A

Key recommendations: Total = 2, high priority = 0

The audit did not result in any high (critical) priority recommendations. There are two medium (important) priority recommendations, which means, "Action is required to ensure that UNDP is not exposed to risks that are considered moderate. Failure to take action could contribute to negative consequences for UNDP." These recommendations include actions to address non-compliance with the project duration period, and that salaries stated in the contracts do not comply with the actual salaries as per the Payroll General Ledger Account Detail Report.

Management comments and action plan

The Special Representative accepted both recommendations and is in the process of implementing them. Comments and/or additional information provided have been incorporated into the report, where appropriate.



Helge S. Ostveiten
Director
Office of Audit and Investigations

Auditor's Report

Financial audit of “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” (The Project) implemented by “United Nation Development Programme UNDP” - Palestine (West Bank & Gaza) for the Year Ended 31 December 2012.

PROJECT TITLE AND ID

Title: “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza”

IDs: (Atlas Award ID: 60252, Project No.: 75788)

FUNDED BY

Austrian Development Agency "ADA"

Talal Abu - Ghazaleh & Co.

Certified Public Accountants



Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza

Implemented By

“United Nation Development Programme UNDP”

Palestine (West Bank & Gaza)

Funded by Austrian Development Agency "ADA"

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To: Director
Office of Audit and Investigations (OAI)
United Nations Development Programme

Dear Mr. Helge Osttveiten,

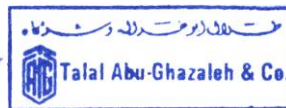
This report represents the results of our financial audit of the locally incurred costs in the "Combined Delivery Report (CDR)" of the Project No.: 75788 titled "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", for the Year ended 31 December 2012.

This Financial audit was mandated in accordance with the Audit contract for professional service with UNDP/OAI Ref. 2013/04 dated 20 September 2013.

Sincerely yours,

Jamal Milhem, CPA

Certified Accountant License # (100/98)



Executive Director

Talal Abu - Ghazaleh & Co.

Ramallah - Palestine, 17 November 2013



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Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

1. PART I - EXECUTIVE SUMMARY

The Executive Summary summarizes the important issues raised in the financial audit of the above mentioned award.

1.1. Background Information about Project

The overall objective of the Project is to mitigate the health risks of heavy metals in the municipal water supply in Gaza and to protect the public health of the Gaza population by improving the monitoring of heavy metals in the water supply. The objectives are to 1) Establish a baseline of the concentration of heavy metals in the Gaza Aquifer, 2) Improve the capacity of CMWU to monitor the quality of water supply, 3) Conduct advocacy and public awareness campaigns.

The total budget of the grant is EUR 500,000 equivalent to USD 635,324.

The financial audit covered the amount of USD 137,788 out of total expenditures incurred locally during the period from 1 January to 31 December 2012.

The implementation party of the Project is the Coastal Municipalities Water Utility (CMWU) as per the Letter of Agreement between UNDP and CMWU.

The project duration as per the Third Party Cost-Sharing Agreement signed on 12 August 2010 is 18 months, starting from 1 September 2010 up to 28 February 2012.

On 23 February 2012 the Austrian Development Agency has approved no-cost extension for the Project until 31 December 2012 without any increase in funds and without any change in the approved budget items.

1.2. Project Identification information

The following table summarizes the amount of expenditures for the year under review.

Table 1:

Project Name	Project Number	Atlas Award ID	2012 Budget (USD)	2012 Actual Expenditure Per CDR (USD)
Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza	75788	60252	161,362	137,788

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

1.3. Audit Objectives

The objective of the financial audit is to express an opinion on a project’s financial statements which include:

- 1) Expressing an opinion on whether the expenses incurred by the project during year ended 2012 and the funds utilization as at 31 December 2012 are fairly presented in accordance with UNDP accounting policies and that the expenses incurred were: (i) in conformity with the approved project budgets; (ii) for the approved purposes of the project; (iii) in compliance with the relevant regulations and rules, policies and procedures of UNDP; and (iv) supported by properly approved vouchers and other supporting documents. The Combined Delivery Report (CDR) is the mandatory and official statement upon which the audit opinion should be expressed.
- 2) Expressing an opinion on whether the statement of fixed assets presents fairly the balance of assets of the UNDP Project as at 31 December 2012. This statement must include all assets available as at 31 December 2012 and not only those purchased in the period under audit. Where a DIM project does not have any assets or equipment, it will not be necessary to express such an opinion.

Given that no fixed assets were purchased /acquired under “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza”, therefore no statement of fixed assets was prepared

- 3) Expressing an opinion on whether the statement of cash held by the Project presents fairly the cash and bank balance of UNDP Project as at 31 December 2012. Disbursements made against a DIM Project are usually financed from the regular country office bank accounts. Exceptionally, a dedicated bank account may be opened and used solely for the cash transactions of a DIM project, e.g. if the project is in a remote location. The audit firm is required to express an opinion on the Statement of Cash only where dedicated banks account for the DIM project has been established. In cases where the cash transactions of the audited DIM Project are made through the country office bank accounts, this type of opinion is not required.

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

Scope of Audit:

We performed our audit in accordance with the International Standards of Auditing (ISA) and in compliance with the UNDP rules and regulations. We also reviewed the internal controls and compliance with procurement guidelines issued by UNDP and submitted the necessary recommendations to management.

The scope of the audit includes various audit steps that have been performed on a sample basis, obtaining adequate and sufficient coverage based on the audit objectives and comfort required.

This audit covers the local direct and indirect costs incurred in Gaza for the total amount of USD 137,788 for the period from 1 January to 31 December 2012. This report does not cover amounts disbursed during other periods and does not include any amounts received or disbursed under any other agreements with UNDP.

The following are the main steps performed and followed as the basis for preparing the audit programs. They are not considered all-inclusive or restrictive in nature and do not constitute relief from exercising due professional care and judgment. The steps were modified to correspond with local conditions and specific project design, implementation procedures, and contract provisions which may vary from project to project.

- 1- Performing pre-audit steps which include reviewing project documents, UNDP’s internal manual procedures and UNDP policies;
- 2- Evaluating the program implementation actions and accomplishments,
- 3- Obtaining a sufficient understanding of the internal control structure related to the agreement’s different activities, internal environment, assessing the control risks, monitoring controls, control over compliance, and information and communication,
- 4- Identifying areas where fraud and illegal acts have occurred or likely to have occurred as a result of inadequate controls.
- 5- Examining the Combined Delivery Report (CDR) and related notes, this includes testing expenditures, bank account and related budgets,
- 6- Performing tests of compliance with agreement’s terms and applicable laws and regulations related to UNDP programs.

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

The scope of the audit relates only to transactions concluded and recorded against the UNDP DIM project over a given period. The scope of the audit does not include:

- Activities and expenses incurred or undertaken at the level of “responsible parties”, unless the inclusion of these expenses is specifically required in the request for proposal; and
- Expenses processed and approved in locations outside the country such as UNDP Regional Centers and UNDP Headquarters and where the supporting documentation is not retained at the level of the UNDP country office.

The audit Covered:

- All activities of the project 75788 - Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” during the period from 1 January to 31 December 2012; and
- Include a review of project reports and records located at the UNDP Programme of Assistance to the Palestinian People (PAPP) office, and, as applicable, field offices of the project/programme and other field locations.

Specifically, the audit covered the following:

- a) The expenses incurred and recorded in the Combined Delivery Reports (CDR) of the project 75788 during the period from 1 January to 31 December 2012 and the Funds Utilization statement as at 31 December 2012 as reported by the PAPP Office;
- b) If applicable, the value and existence of the fixed assets held by the project 75788 as at 31 December 2012; and
- c) If applicable, the value and existence of cash held by the project 75788 as at 31 December 2012, either as cash at hand or in the bank account (Statement of Cash is required only if there is separate bank account for the DIM project under review).

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

1.4. Summary of the work done and audit results:

1.4.1. Work Done:

This summary represents the results of our financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No.: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza”, for the year ended 31 December 2012.

The total costs incurred by United Nation Development Programme (UNDP) in Palestine on the above mentioned Project is USD 137,788. The audit approximately covered 76 percent in substantive test of details, as shown in the following table:

Table 2:

Project Location	No. of Samples	Total expenditures (in USD)	Total expenditures Tested	Percentage
Gaza – CMWU	31	137,788	104,992	76%

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

1.4.2. Results of Audit:

- **The Combined Delivery Report (CDR)**

The review didn't disclose any financial errors in the Project's CDR; however, we noted certain instances of weaknesses in internal control system of the Project. Details of these weaknesses are described in Part III of this report.

The “Combined Delivery Report” fairly presents, in all material respects, Project's incurred costs in accordance with the terms of the agreement and in conformity with the basis of accounting described in Note (1) to “Combined Delivery Report”.

- **The Statement of Fixed Assets**

Given that no fixed assets were purchased /acquired under “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza”, therefore no statement of fixed assets was prepared

- **The Statement of Cash held by the Project**

The project's funds were not maintained in a separate bank account; instead they were maintained in a bank account together with funds from other Projects. Accordingly, we could not confirm the Project's bank balance as of 31 December 2012 and interest revenue received during the project period, and we were unable to perform alternative satisfactory audit procedures.

Given that no dedicated bank account is opened for the Project, therefore no statement of cash held by the Project was prepared.

Jamal Milhem, CPA

Certified Accountant License # (100/98)

Jamal J. Milhem
Executive Director



Talal Abu - Ghazaleh & Co.

Ramallah - Palestine, 17 November 2013

2. PART II - AUDITOR'S REPORT WITH OPINION

2.1. Auditor's Report

REPORT OF THE INDEPENDENT AUDITORS TO UNDP DIM PROJECT "IMPROVING THE CAPACITY OF CMWU FOR MONITORING THE QUALITY OF WATER SUPPLY IN GAZA"

To Mr. Helge Ostveiten
Director
Office of Audit and Investigation (OAI)

Report on the Project Financial Statement

We have audited the accompanying Combined Delivery Report (CDR) and Funds Utilization Statement ("the Statement") of the UNDP Project "Atlas Award ID: 60252", "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", for the period from 1 January to 31 December 2012.

Management's Responsibility

Management is responsible for the preparation and fair presentation of the statement for "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", Project and for such internal control as management determines is necessary to enable the preparation of a statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the statement based on our audit. We conducted our audit in accordance with the International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the project's preparation of the statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the project's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



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Financial audit of the locally incurred costs in the "Combined Delivery Report (CDR)" of the Project No: 75788 titled "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza" for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

Unmodified Opinion

In our opinion, the Combined Delivery Report (CDR) gives a true and fair view of the expenditures of USD 137,788 incurred by the Project "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", for the period from 1 January to 31 December 2012.

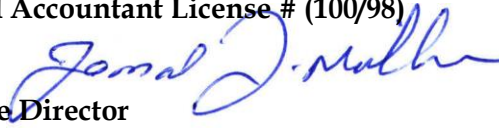
Jamal Milhem, CPA

Certified Accountant License # (100/98)

Executive Director

Talal Abu - Ghazaleh & Co.

Ramallah - Palestine, 17 November 20



Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

2.2. 2012 CDR Project No. 75788



UN Development Programme
Report ID: unglcrp

Combined Delivery Report By Project

Page 4 of 8
Run Time: 02-04-2013 12:04:07

Project Id : 00050252 Improve the Capacity of CMWU	Period :	Jan-Dec (2012)		
Output # : 00076788 Improve the Capacity of CMWU	Impl. Partner :	99999 UNDP		
	Location :	PAPPEP		
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

Output # : 00076788 Improve the Capacity of CMWU	Impl. Partner :	99999 UNDP
	Location :	PAPPEP

Dept: 70001 (PAPP - Central)

Fund : 40500 (TF PAPP Voluntary Contrib Actv)

71405 - Service Contracts-Individuals	0.00	25,098.28	0.00	25,098.28
71410 - MAIP Premium SC	0.00	17.38	0.00	17.38
71415 - Contribution to Security SC	0.00	0.00	0.00	0.00
72310 - Minerals, Mining & Metal Prods	0.00	103,658.39	0.00	103,658.39
75105 - Facilities & Admin - Implement	0.00	9,014.17	0.00	9,014.17
Total for Fund 40500	0.00	137,788.22	0.00	137,788.22
Total for Dept: 70001	0.00	137,788.22	0.00	137,788.22
Total for Output : 00076788	0.00	137,788.22	0.00	137,788.22

Project Total :	0.00	137,788.22	0.00	137,788.22
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Signed By: Hala Date: 8.4.2013

Signed By: Kulubal Date: 10.4.2013

Jamal J. Dulku

Financial audit of the locally incurred costs in the "Combined Delivery Report (CDR)" of the Project No: 75788 titled "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza" for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

PROJECT NO.: 75788 TITLED "IMPROVING THE CAPACITY OF CMWU FOR MONITORING THE QUALITY OF WATER SUPPLY IN GAZA", FOR THE YEAR ENDED 2012

NOTE TO THE COMBINED DELIVERY REPORT (CDR)

Note (1) Basis of Accounting:

The Combined Delivery Report (CDR) was prepared on the Cash Basis of accounting. According to this basis, expenditures are recognized when paid rather than when incurred.

Note (2): General

A. Budget:

The following is the overall Project's Budget:

Item	EUR	USD
Activity #1: Improve the Capacity of CMWU	407,751	518,108
Activity #2: PIU	38,928	49,464
Activity #3: Security and Communication	4,055	5,152
Activity #4: Contingencies	16,556	21,037
Sub-Total	467,290	593,761
GMS (7%)	32,710	41,563
Total Project's Budget	500,000	635,324

B. Project Duration:

The project duration as per the Third Party Cost-Sharing Agreement signed on 12 August 2010 is 18 months, starting from 1 September 2010 up to 28 February 2012.

On 23 February 2012 the Austrian Development Agency has approved no-cost extension for the Project until 31 December 2012 without any increase in funds and without any change in the approved budget items.

3. PART III - MANAGEMENT LETTER

17 November 2013

To: Director

Office of Audit and Investigation (OAI)

United Nation Development Programme (UNDP)

Subject: Letter to Management on auditing Combined Delivery Report (CDR) ("the Statement") of the UNDP Project "Atlas Award ID: 60252".

We have performed an audit of the Combined Delivery Report (CDR) ("the Statement") of the UNDP Project "Atlas Award ID: 60252", "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", for the period from 1 January to 31 December 2012 in accordance with International Standards of Auditing (ISA) and in compliance with the UNDP rules and regulations.

In planning and performing our audit of the project, we considered "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza", (the Project) internal control structure and compliance with term and condition of the grant contract in order to determine our auditing procedures for expressing our opinion on the Combined Delivery Report (CDR) ("the Statement") and not to provide assurance on the internal control structure. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatements of the financial statement, whether due to fraud or error.

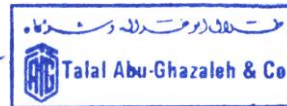
UNDP Palestine Office Management is responsible for the design, implementation and maintenance of the internal control system over the Projects. To execute this obligation, the UNDP Palestine office Managements is required to assess the expected risks and rewards of the policies and procedures for management control.

Our consideration of the internal control structure was for the limited purpose of expressing an opinion on the Combined Delivery Report (CDR), and therefore would not necessary disclosing all matters that might be reportable conditions. In addition, because of inherent limitations in any internal control structure, errors or irregularities may occur and not be detected by such control structure.

Finally, we would like to express our appreciation for the courtesy extended to us by the responsible personnel in UNDP Palestine office management.

Talal Abu -Ghazaleh & Co.

Jamal Milhem, CPA



Certified Accountant License # (100/98)

Executive Director



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بناية البرج الاخضر، شارع الشهيد نزيه قورة، ص ب: 1110 رام الله، الضفة الغربية

Financial audit of the locally incurred costs in the “Combined Delivery Report (CDR)” of the Project No: 75788 titled “Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza” for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

3.1. Audit Issues and Recommendations

3.1.1 Not Complying with Project Duration Period:

Observation

Criteria:

The management should comply with terms of contract and related amendments, and should report to the donor for any possible delay in progress of implementation.

Notice Background:

The project duration as per the Third Party Cost-Sharing Agreement signed on 12 August 2010 is 18 months, starting from 1 September 2010 up to 28 February 2012.

On 23 February 2012 the Austrian Development Agency has approved no-cost extension for the Project until 31 December 2012 without any increase in funds and without any change in the approved budget items.

As at 31 December 2012, the Project is still ongoing.

Priority

Medium (Important)

Recommendation

The Office should obtain prior written extension from the donor.

Management acceptance:

Yes No

Management comments and action plan:

The project is still ongoing because of the audit. We expect to finalize the audit and pay the audit fees in May 2013, but there was delay in selecting the audit company.

The donor was aware and we communicated with them via email.

All projects activities were completed in 2012 except the closing ceremony, final project evaluation and the audit. The evaluation and the audit fees should be paid from the project contingency budget line, add to that the audit fees was not known till we receive the request from auditors.

Auditor's response:

Our recommendation is still valid, since we still note received any document until the date of our report confirming that donor is aware of the extension. Also, we recommend obtaining an amendment to separate agreement to revise the project duration period.

Financial audit of the locally incurred costs in the "Combined Delivery Report (CDR)" of the Project No: 75788 titled "Improving the Capacity of CMWU for Monitoring the Quality of Water Supply in Gaza" for the year ended 2012

Funded by: Austrian Development Agency "ADA"

Implemented by: United Nation Development Programme (UNDP) in Palestine.

3.1.2 Salaries stated in the contracts do not comply with the actual salaries as per the Payroll GL Account Detail Report

Observation

Criteria:

Contracts and personnel actions are very important supporting documents for verifying the accuracy of the salaries charged to the Project.

Notice Background:

During the audit, we noted that the monthly salaries stated in the contracts do not comply with the actual salaries as per the Payroll GL Account Detail Report.

Priority

Medium (Important)

Recommendation

The Office should take into consideration the fact that employees' contracts/actions have to comply with the actual salaries.

Management acceptance:

Yes No

Management comments and action plan:

*(Separate response - by HR Manager on our inquiry by email dated 23/12/2013)/*The contract lists the original remuneration whereas the GL report lists that actual remuneration due to the fact that we hold a yearly SC remuneration survey which leads to increase in salary.

Auditor's response:

We still recommend to consider our findings and to implement our recommendation; the monthly salaries stated in the contracts must comply with the actual salaries as per the Payroll GL Account Detail Report and any differences must clearly clarified, also the management did not provide us with any document related to increase in the salaries scale or any acceptable justification reflect the increase in the salaries.