## **Structure of Submission**

**QUARTER 2 Performance Report** 

**Summary of Vote Performance** 

**Cumulative Progress Report for Projects and Programme** 

**Quarterly Progress Report for Projects and Programmes** 

**QUARTER 3: Workplans for Projects and Programmes** 

**QUARTER 4: Cash Request** 

**Submission Checklist** 

## **HALF-YEAR: Highlights of Vote Performance**

### V1: Summary of Issues in Budget Execution

This section provides an overview of Vote expenditure

(i) Snapshot of Vote Releases and Expenditures

Table V1.1 below summarises cumulative releases and expenditures by the end of the quarter:

**Table V1.1: Overview of Vote Expenditures (UShs Billion)** 

		Approved	Cashlimits	Released	Spent by	% Budget	% Rudget	% Releases
(i) Excluding	Arrears, Taxes	Budget	by End	by End	End Dec	Released	Spent	
	Wage	107.132	53.566	53.566	53.566	50.0%	50.0%	100.0%
Recurrent	Non Wage	84.089	41.651	41.320	41.320	49.1%	49.1%	100.0%
D 1	GoU	17.400	8.700	9.917	9.917	57.0%	57.0%	100.0%
Developmer	Ext Fin.	2.433	N/A	0.000	0.000	0.0%	0.0%	N/A
	GoU Total	208.620	103.917	104.802	104.802	50.2%	50.2%	100.0%
Total GoU+Ext	Fin. (MTEF)	211.053	N/A	104.802	104.802	49.7%	49.7%	100.0%
(ii) Arrears	Arrears	0.000	N/A	0.000	0.000	N/A	N/A	N/A
and Taxes	Taxes**	0.000	N/A	0.000	0.000	N/A	N/A	N/A
	Total Budget	211.053	103.917	104.802	104.802	49.7%	49.7%	100.0%

The table below shows cumulative releases and expenditures to the Vote by Vote Function:

Table V1.2: Releases and Expenditure by Vote Function\*

Billion Uganda Shillings	Approved Budget	Released	Spent	% Budget Released	% Budget Spent	% Releases Spent
VF:1454 Revenue Collection & Administration	211.05	104.80	104.80	49.7%	49.7%	100.0 <mark>%</mark>
Total For Vote	211.05	104.80	104.80	49.7%	49.7%	100.0%

<sup>\*</sup> Excluding Taxes and Arrears

### (ii) Matters to note in budget execution

NA

### Table V1.3: High Unspent Balances and Over-Expenditure in the Domestic Budget (Ushs Bn)

Table V1.5: High Unspent balances and Over-Expenditure in the Domestic Budget (Ushs Bh)
(i) Major unpsent balances
(ii) Expenditures in excess of the original approved budget
* Excluding Taxes and Arrears

### V2: Performance Highlights

This section provides highlights of output performance, focusing on key outputs and actions impelemented to improve section performance.

### Table V2.1: Key Vote Output Indicators and Expenditures\*

Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	Status and Reasons for any Variation from Plans
Vote Function: 1454 Rever	nue Collection & Administration		

Vota Vota Ermatica	Approved Product on J	Cumulative E-mandit	Status and Deagons for
Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	Status and Reasons for any Variation from Plans
Output: 145401 (	Customs Tax Collection		
Description of Performance:	18% Growth in customs revenue collectiion	Customs revenue grew by 17.35% (UGX 255.84Bn) in the first half of FY 2013/14	The performance of international trade taxes was influenced by lower than
	70% Reduction in customs arrears portifio	compared to the same period in	projected growth in import volumes. The growth rate of 5.20% for the first half of
	170 Comprehensive Audits & 30 Spot Audits conducted.	to UGX 1,730.59 Bn compared to UGX 1474.75 collected in the same period in FY 2012/13.	FY2013/14 was lower than the projected growth rate of 17.7 %.  It was also affected by lower than projected growthen a rate.
	900 Real time alerts and 30 Risk Alerts issued.	UGX 8.22Bn (33%) out of total Customs arrears of UGX 24.058Bn was paid in the first	than projected exchange rate. The applied average exchange rate of UGX 2,570.74 to the USD for the first half of FY
	30 Tax clinics conducted.	half of FY 2013/14.	2013/14 was below the projected rate of UGX 2,685.59
	8 Stakeholder engagements conducted.	104 comprehensive and 10 oil issue audits were completed against a target of 12	to the USD, leading to an estimated revenue loss of UGX 57.19Bn.
	65% Green and blue lane lane transactions	comprehensive and 10 oil issue audits for the period.	
	Average clearance time reduced to 24 hours.	56 system risk alert checks and 27 real time alerts were raised in	
	250 in-house and refresher trainings conducted	the half year period.  18 tax clinics were conducted. 5 were in central region, 3 in SouthWestern region, 9 in	
		Eastern region and 1 in Northern region.	
		5 stakeholder engagements were held with Uganda manufacturers Association, Private Sector	
		Foundation, KACITA, Fuel dealers and clearing agents. The engagements were about risk	
		management, arrears management, audit queries and compliance management.	
		14% of Customs transactions in the half year period were cleared through the green and blue lane channels.	
		552 Customs staff were trained on various areas such as ASYCUDA World, physical verification of goods, IDEA, valuation, classification and rules of origin.	
Performance Indicators:			
Proportion of green lane	65	11	

Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	Status and Reasons for any Variation from Plans
transaction to total lane			
transactions % of Customs tax Revenue collected against target (Ush bn)	3549.92	1730.59	
Output Cost:	UShs Bn: 51.232	2 UShs Bn: 7.541	% Budget Spent: 14.7%
Output: 145402	Domestic Tax Collection		
Description of Performance:  Performance Indicators:		half of FY2013/14 compared to the same period in FY 2012/13. Collections in FY 2013/14	taxes revenue collections was influenced by deficits registered
J	20	14.01	
Percentage growth in tax	30	14.81	

Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	Status and Reasons for any Variation from Plans
register % of Domestic Tax Revenue	4906.16	2228.40	
collected against target (Ush bn)			
Average filling ratio	86	87.62	
Output Cost		1 UShs Bn: 9.957	7 % Budget Spent: 15.9%
-	Tax Investigations	The tay investigations	NIA
Description of Performance:	100% Budget absorption rate	The tax investigations department budget absorption rate was 62% for the half year	NA
	80% Client issues addressed	period.	
	75% Business units employing	100% of client issues raised	
	the TI business Standards in their work	within the period were addressed.	
	5 Partners engaged.	100% of business units in tax investigations department	
	70% Of partners expectations met	employed tax investigations standards in the execution of	
	900/ Of Investigation ages	their duties.	
	80% Of Investigation cases handled as per re-engineered	14 partners were engaged by the	
	investigations processes	department in the first half year period. These include both	
	50 Investigations cases	internal and external partners.	
	completed	Among external partners are National Social Security Fund,	
	30% investigated cases recommended for prosecution.	Kenya Revenue Authority, Uganda Communications Commission, National Drug	
	100% Business units	Authrity, Uganda National	
	complying to the TI business Standards.	Bureau of Stadards, Uganda Police force and Burundi Revenue Authority.	
	100% Investigations processes	Revenue Authority.	
	re-engineered.	100% partner expectations during the half year period were	
	4 Stakeholder engagements executed	met.	
		Investigations of 22 cases were	
	4 Innovations and ideas developed and implemented	concluded by end of quarter two period.	
	4 Knowledge sources acquired and shared	23% of the investigated cases were recommended for prosecution.	
		100% of investigation cases were handled as per the reengineered business processes.	
Performance Indicators:		engineered admiess processes.	
Number of investigations cases completed	30	22	
% of investigated cases	80	23	

# **HALF-YEAR: Highlights of Vote Performance**

Vote, Vote Function Key Output	Approved Budget and Planned outputs	Cumulative Expenditure and Performance	e Status and Reasons for a Variation from Plans	ny
recommended for prosecution	1			
Output Cost	t: UShs Bn:	6.253 UShs Bn:	1.268 % Budget Spent:	20.3%
Vote Function Cost	UShs Bn:	211.053 UShs Bn:	104.802 % Budget Spent:	49.7%
<b>Cost of Vote Services:</b>	UShs Bn:	<b>211.053</b> <i>UShs Bn:</i>	<b>104.802</b> % Budget Spent:	49.7%

<sup>\*</sup> Excluding Taxes and Arrears

NA

**Table V2.2: Implementing Actions to Improve Vote Performance** 

Planned Actions:	Actual Actions:	Reasons for Variation
Vote: 141 URA		
Vote Function: 14 54 Revenue Collection &	Administration	
Implement Revenue collection controls; Implement the National Audit plan; Implement Tax payer awareness program; Roll out ASYCUDA World to all customs business areas.	Management and controls of Customs warehouses were reviewed and some of the new initiatives include; - Spot checks for bonded warehouses - Extension of working hours especially over the weekends - Quality assurance of verification accounts - Daily inspections of bonded warehouses - Weekly staff engagements - Stock taking for bonded warehouses.	NA
	The national audit plan was implemented with 397 comprehensive and 543 issue audits completed in the first half of FY 2013/14.	
	Tax payer awareness programs were carried out through engagements, sensitizations and updates of clients on Customs procedures, processes and changes in the clearance processes through tax clinics and Radio/TV talkshows.	
Carry out client training in tax modules; Carry out etax support maintenance; Hold service provider engagements;	By the end of the second quarter, ASYCUDA World had been rolled out to major Customs stations and accounting for 95% of Customs transactions. The stations covered include; Kampala, Entebbe, Katuna, Mutukula, Jinja, Malaba and Busia. The roll out is ongoing for the other stations. 74 tax clinics were conducted with client trainings focusing on filing, registration and	NA
Roll out of the new driving permit module to all regional offices.	payment.  Service provider engagements were carried out with DHL, East African couriers, UTL, UPDF, Police, clearing agents, solicitor General's office and	

## **HALF-YEAR: Highlights of Vote Performance**

Planned Actions:	Actual Actions:	Reasons for Variation
	The driving permit process improvements were completed and pending interface with face technology.	
In order to improve staff skills, relevant course modules targeting bridging identified staff competence gaps have been developed and will be implemented during the course of the FY 2013/14. 204 new staff will undergo basic tax administration	223 newly recruited graduate trainees are undergoing the totaltaxperson course.	NA
training.		

## V3: Details of Releases and Expenditure

This section provides a comprehensive summary of the outputs delivered by the Vote and further details of Vote expenditures by Vote Function and Expenditure Item.

Table V3.1: GoU Releases and Expenditure by Output\*

Billion Uganda Shillings	Approved	Released	Spent	% GoU	% GoU	% GoU
Bitton Ogunda Sittings	Budget			Budget	Budget	Releases
				Released	Spent	Spent
VF:1454 Revenue Collection & Administration	208.62	104.80	104.80	50.2%	50.2%	100.0%
Class: Outputs Provided	191.22	94.89	94.89	49.6%	49.6%	100.0%
145401 Customs Tax Collection	51.23	24.89	24.89	48.6%	48.6%	100.0%
145402 Domestic Tax Collection	62.62	31.31	31.31	50.0%	50.0%	100.0%
145403 Tax Investigations	6.25	3.13	3.13	50.0%	50.0%	100.0%
145404 Internal Audit and Compliance	5.18	2.59	2.59	50.0%	50.0%	100.0%
145405 URA Legal and Administrative Support Services	53.42	26.71	26.71	50.0%	50.0%	100.0%
145406 Public Awareness and Tax Education/Modernization	12.52	6.26	6.26	50.0%	50.0%	100.0%
Class: Capital Purchases	17.40	9.92	9.92	57.0%	57.0%	100.0%
145471 Acquisition of Land by Government	1.00	0.50	0.50	50.0%	50.0%	100.0%
145472 Government Buildings and Administrative Infrastructure	1.60	0.80	0.80	50.0%	50.0%	100.0%
145475 Purchase of Motor Vehicles and Other Transport Equipment	4.00	2.00	2.00	50.0%	50.0%	100.0%
145476 Purchase of Office and ICT Equipment, including Software	2.20	1.10	1.10	50.0%	50.0%	100.0%
145478 Purchase of Office and Residential Furniture and Fittings	0.50	0.25	0.25	50.0%	50.0%	100.0%
145479 Acquisition of Other Capital Assets	8.10	5.27	5.27	65.0%	65.0%	100.0%
Total For Vote	208.62	104.80	104.80	50.2%	50.2%	100.0%

<sup>\*</sup> Excluding Taxes and Arrears

Table V3.2: 2013/14 GoU Expenditure by Item

Billion Uganda Shillings	Approved Budget	Releases	Expend- iture	% Budged Released	% Budget Spent	%Releases Spent
Output Class: Outputs Provided	191.22	94.89	94.89	49.6%	49.6%	100.0%
211101 General Staff Salaries	0.00	53.57	53.57	N/A	N/A	100.0%
211102 Contract Staff Salaries (Incl. Casuals, Temporary)	107.13	0.00	0.00	0.0%	0.0%	N/A
211103 Allowances	6.19	3.10	3.10	50.0%	50.0%	100.0%
212101 Social Security Contributions	12.10	6.05	6.05	50.0%	50.0%	100.0%
212201 Social Security Contributions	6.46	3.23	3.23	50.0%	50.0%	100.0%
213001 Medical expenses (To employees)	5.34	2.67	2.67	50.0%	50.0%	100.0%
213002 Incapacity, death benefits and funeral expenses	0.35	0.17	0.17	50.0%	50.0%	100.0%
213004 Gratuity Expenses	4.48	2.24	2.24	50.0%	50.0%	100.0%
221001 Advertising and Public Relations	1.98	0.99	0.99	50.0%	50.0%	100.0%
221002 Workshops and Seminars	2.17	1.08	1.08	50.0%	50.0%	100.0%
221003 Staff Training	3.89	2.94	2.94	75.7%	75.7%	100.0%
221004 Recruitment Expenses	0.13	0.07	0.07	50.0%	50.0%	100.0%

# **HALF-YEAR: Highlights of Vote Performance**

Billion Uganda Shillings	Approved Budget	Releases	Expend- iture	% Budged Released	% Budget Spent	%Releases Spent
221007 Books, Periodicals & Newspapers	0.08	0.04	0.04	50.0%	50.0%	100.0%
221008 Computer supplies and Information Technology (IT	9.07	2.54	2.54	28.0%	28.0%	100.0%
221009 Welfare and Entertainment	0.40	0.20	0.20	49.4%	49.4%	100.0%
221011 Printing, Stationery, Photocopying and Binding	1.74	0.87	0.87	50.0%	50.0%	100.0%
221014 Bank Charges and other Bank related costs	0.12	0.06	0.06	50.0%	50.0%	100.0%
221017 Subscriptions	0.18	0.09	0.09	50.0%	50.0%	100.0%
222001 Telecommunications	0.57	0.29	0.29	50.0%	50.0%	100.0%
222002 Postage and Courier	0.14	0.07	0.07	50.0%	50.0%	100.0%
222003 Information and communications technology (ICT)	6.19	2.95	2.95	47.7%	47.7%	100.0%
223002 Rates	0.20	0.10	0.10	50.0%	50.0%	100.0%
223003 Rent – (Produced Assets) to private entities	3.92	1.96	1.96	50.0%	50.0%	100.0%
223004 Guard and Security services	1.06	0.53	0.53	50.0%	50.0%	100.0%
223005 Electricity	1.10	0.55	0.55	50.0%	50.0%	100.0%
223006 Water	0.12	0.06	0.06	50.0%	50.0%	100.0%
224002 General Supply of Goods and Services	0.42	0.21	0.21	50.0%	50.0%	100.0%
225001 Consultancy Services- Short term	0.17	0.09	0.09	50.0%	50.0%	100.0%
226001 Insurances	2.24	1.12	1.12	50.0%	50.0%	100.0%
227001 Travel inland	1.83	0.92	0.92	50.0%	50.0%	100.0%
227002 Travel abroad	1.31	0.63	0.63	48.1%	48.1%	100.0%
227003 Carriage, Haulage, Freight and transport hire	0.18	0.09	0.09	50.0%	50.0%	100.0%
227004 Fuel, Lubricants and Oils	3.88	1.95	1.95	50.3%	50.3%	100.0%
228001 Maintenance - Civil	0.68	0.36	0.36	53.2%	53.2%	100.0%
228002 Maintenance - Vehicles	1.31	0.92	0.92	70.6%	70.6%	100.0%
228003 Maintenance – Machinery, Equipment & Furniture	2.36	0.89	0.89	37.7%	37.7%	100.0%
273102 Incapacity, death benefits and funeral expenses	0.20	0.10	0.10	50.0%	50.0%	100.0%
282091 Tax Account	1.00	0.50	0.50	50.0%	50.0%	100.0%
282102 Fines and Penalties/ Court wards	0.50	0.68	0.68	134.9%	134.9%	100.0%
Output Class: Capital Purchases	17.40	9.92	9.92	57.0%	57.0%	100.0%
231001 Non Residential buildings (Depreciation)	1.60	0.80	0.80	50.0%	50.0%	100.0%
231004 Transport equipment	4.00	2.00	2.00	50.0%	50.0%	100.0%
231005 Machinery and equipment	2.20	1.10	1.10	50.0%	50.0%	100.0%
231006 Furniture and fittings (Depreciation)	0.50	0.25	0.25	50.0%	50.0%	100.0%
311101 Land	1.00	0.50	0.50	50.0%	50.0%	100.0%
312302 Intangible Fixed Assets	8.10	5.27	5.27	65.0%	65.0%	100.0%
Grand Total:	208.62	104.80	104.80	50.2%	50.2%	100.0%
Total Excluding Taxes and Arrears:	208.62	104.80	104.80	50.2%	50.2%	100.0%

Table V3.3: GoU Releases and Expenditure by Project and Programme\*

Billion Uganda Shillings	Approved	Released	Spent	%~GoU	%~GoU	% $GoU$
Stition Ogunda Shittings	Budget		_	Budget	Budget	Releases
				Released	Spent	Spent
VF:1454 Revenue Collection & Administration	208.62	104.80	104.80	50.2%	50.2%	100.0%
Recurrent Programmes						
Revenue Collection & Administration	191.22	94.89	94.89	49.6%	49.6%	100.0%
Development Projects						
O653 Support to URA Projects	17.40	9.92	9.92	57.0%	57.0%	100.0%
Total For Vote	208.62	104.80	104.80	50.2%	50.2%	100.0%

<sup>\*</sup> Excluding Taxes and Arrears

Table V3.4: External Financing Releases and Expenditure by Project and Programme\*

	3						
Billion Uganda Shillings	Approved	Released	Spent	%~GoU	% GoU	%~GoU	
Bittion Oganda Shittings	Budget			Budget	Budget	Releases	

				Released	Spent	Spent
VF:1454 Revenue Collection & Administration	2.43	0.00	0.00	0.0%	0.0%	N/A
Development Projects						
0653 Support to URA Projects	2.43	0.00	0.00	0.0%	0.0%	N/A
Total For Vote	2.43	0.00	0.00	0.0%	0.0%	N/A

### **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

#### Vote Function: 1454 Revenue Collection & Administration

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

Outputs Provided

Output: 14 5401 Customs Tax Collection

- a).18% Growth in customs revenue collection .
- b). 70% Reduction in customs arrears portifio
- c).170 Comprehensive Audits & 30 Spot Audits conducted.
- d) 900 Real time alerts and 30 Risk Alerts issued
- e).65% Green Lane transactions.

Customs revenue grew by 17.35% (UGX 255.84Bn) in the first half of FY 2013/14 compared to the same period in FY 2012/13. Collections for the first half of FY13/14 amounted to UGX 1,730.59 Bn compared to UGX 1474.75 collected in the same period in FY 2012/13.

UGX 8.22Bn (33%) out of total Customs arrears of UGX 24.058Bn was paid in the first half of FY 2013/14.

104 comprehensive and 10 oil issue audits were completed against a target of 12 comprehensive and 10 oil issue audits.

56 system risk alerts checks and 27 real time alerts were raised in the half year period. As a result, UGX 713,487,735 was recovered.

14% of Customs transactions in the half year period were cleared through the green lane channel.

### Reasons for Variation in performance

The performance of international trade taxes was influenced by lower than projected growth in import volumes. The growth rate of 5.20% for the first half of FY2013/14 was lower than the projected growth rate of 17.7%. It was also affected by lower than projected exchange rates. The applied average exchange rate of UGX 2,570.74 to the USD for the first half of FY 2013/14 was below the projected rate of UGX 2,685.59 to the USD, leading to an estimated revenue loss of UGX 57.19Bn.

Item	Spent
211101 General Staff Salaries	17,350,725
211103 Allowances	1,073,350
212101 Social Security Contributions	1,817,549
212201 Social Security Contributions	1,056,584
213001 Medical expenses (To employees)	1,017,940
213004 Gratuity Expenses	119,761
221001 Advertising and Public Relations	39,000
221002 Workshops and Seminars	97,586
221007 Books, Periodicals & Newspapers	2,969
221011 Printing, Stationery, Photocopying and	197,468
Binding	
221014 Bank Charges and other Bank related costs	12,500
221017 Subscriptions	25,000
223004 Guard and Security services	90,840
223005 Electricity	110,000
223006 Water	21,491
226001 Insurances	344,310
227001 Travel inland	227,712
227002 Travel abroad	113,955
227003 Carriage, Haulage, Freight and transport hire	40,257
227004 Fuel, Lubricants and Oils	807,948
228001 Maintenance - Civil	15,747
228002 Maintenance - Vehicles	225,863
228003 Maintenance - Machinery, Equipment &	82,884
Furniture	

Total	24,891,436
Wage Recurrent	17,350,725
Non Wage Recurrent	7,540,711
NTR	0

Output: 14 54 02 Domestic Tax Collection

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End
of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to
Deliver Cumulative Outputs

UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

a) 24% Growth in	DT revenue
collection.	

- b) 87% Average Filing Ratio
- c) 65 % Reduction in Arrears Portfolio
- c) 50% Audit yield
- d) 30% Growth in Tax payers Register
- e) 253 Comprehensive and 1671 spot audits completed.
- F) 0.1% Of collected revenue from new clients
- g) 77 Tax clinics conducted

Domestic taxes revenue collections grew by 11.86% (UGX 236.35Bn) for the first half of FY2013/14 compared to the same period in FY 2012/13. Collections in FY 2013/14 amounted to UGX 2,228.40 Bn compared to UGX 1992.05Bn collected in the same period in FY 2012/13.

The average filing ratio for first half of FY 2013/14 was 87.62%.

UGX 89.11Bn (34.5%) out of a total debt stock of 258.57Bn of domestic tax arrears were recovered.

The audit yield was 11.64% by the end of the first half FY 2013/14. Out of UGX 268.9Bn agreed assessments from the audits, 31.32Bn was collected.

397 comprehensive and 543 issue audits were carried out in the first half of FY 2013/14.

The taxpayer register grew by 14.81%. As at 30th June 2013, the taxpayer register stood at 245,067. By 31st December 2013, the number stood at 281,365.

UGX 30.2Bn (1.35%) of total domestic taxes revenue of UGX 2228.4Bn in the half year period was collected from new value clients.

74 tax clinics were conducted focusing on filing, registration and payment.

Item	Spent
211101 General Staff Salaries	21,353,841
211103 Allowances	829,188
212101 Social Security Contributions	2,155,736
212201 Social Security Contributions	1,281,231
213001 Medical expenses (To employees)	1,045,362
213004 Gratuity Expenses	119,761
221001 Advertising and Public Relations	170,340
221002 Workshops and Seminars	121,009
221007 Books, Periodicals & Newspapers	12,892
221008 Computer supplies and Information	1,500,000
Technology (IT)	
221009 Welfare and Entertainment	2,500
221011 Printing, Stationery, Photocopying and	396,825
Binding	
221014 Bank Charges and other Bank related costs	14,850
221017 Subscriptions	32,671
223003 Rent – (Produced Assets) to private entities	798,223
223004 Guard and Security services	3,436
223005 Electricity	115,500
223006 Water	19,981
226001 Insurances	400,472
227001 Travel inland	216,862
227002 Travel abroad	57,583
227003 Carriage, Haulage, Freight and transport hire	16,500
227004 Fuel, Lubricants and Oils	450,132
228002 Maintenance - Vehicles	161,304

228003 Maintenance - Machinery, Equipment &

Furniture

#### Reasons for Variation in performance

The performance of domestic taxes revenue collections was influenced by deficits registered in withholding tax, corporation tax and local VAT tax heads. WHT performance was attributed to, among others, a 25.75% reduction in withholding tax on government payments influenced by IFMS System maintenance which led to delayed payments from the government bodies. Corporation tax performance was attributed to unpaid government commitments for some companies ammounting to UGX 16.52 Bn. Local VAT had a deficit of UGX 118Bn influenced by, among others, a drop in prices of sugar by UGX 10,000 per 50 kg bag and cement by UGX 5,000 per bag.

 Total
 31,310,694

 Wage Recurrent
 21,353,841

34,500

## **QUARTER 2:** Cumulative Outputs and Expenditure by End of Quarter

Annual Planned Outputs

Cumulative Outputs Achieved by End
of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to
Deliver Cumulative Outputs

UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

 Non Wage Recurrent
 9,956,853

 NTR
 0

#### Output: 14 5403 Tax Investigations

- a) 50 Cases investigated and 30% of the investigated cases recommended for prosecution
- b) 100% Budget absorption rate
- c) 80% Client issues addressed
- d) 75% Business units employing the Tax investigation business Standards in their work
- e) 5 Partners engaged.
- f) 70% Partners expectations met
- g) 80% Investigation cases handled as per re-engineered TID processes
- e) 100% financed activities implemented

- Investigations of 22 cases were concluded by end of quarter two period.
- 23% of the investigated cases were recommended for prosecution.
- The tax investigations department budget absorption rate was 62% for the half year period.
- 100% of client issues raised within the period were addressed.
- 100% of business units in tax investigations department employed tax investigations standards in the execution of their duties.
- 14 partners were engaged by the department in the first half year period. These include both internal and external partners. Among external partners are National Social Security Fund, Kenya Revenue Authority, Uganda Communications Commission, National Drug Authrity, Uganda National Bureau of Stadards, Uganda Police force and Burundi Revenue Authority.

100% partner expectations during the half year period were met.

100% of investigation cases were handled as per the re-engineered business processes.

Item	Spent
211101 General Staff Salaries	1,836,327
211103 Allowances	57,833
212101 Social Security Contributions	191,378
212201 Social Security Contributions	110,180
213001 Medical expenses (To employees)	63,700
213004 Gratuity Expenses	74,277
221001 Advertising and Public Relations	6,150
221002 Workshops and Seminars	20,253
221007 Books, Periodicals & Newspapers	2,250
221009 Welfare and Entertainment	2,500
221011 Printing, Stationery, Photocopying and	16,100
Binding	
221014 Bank Charges and other Bank related costs	1,000
223003 Rent – (Produced Assets) to private entities	213,879
223005 Electricity	11,000
223006 Water	1,829
226001 Insurances	36,178
227001 Travel inland	79,250
227002 Travel abroad	27,074
227003 Carriage, Haulage, Freight and transport hire	3,407
227004 Fuel, Lubricants and Oils	58,174
228001 Maintenance - Civil	22,135

228002 Maintenance - Vehicles

Reasons for Variation in performance

NA

Total	3,126,503
Wage Recurrent	1,836,327
Non Wage Recurrent	1,290,176
NTR	0

291,632

Output: 14 54 04 Internal Audit and Compliance

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

- a) 95% Budget absorption rate.
- b) 25 Stake holders engaged
- c) 96% Quality of assurance and audit services achieved.
- d) 4 Communication channels utilised.
- e) 70% Audit review recommendations adopted
- f) 12 Knowledge sharing sessions held
- g) 6 Integrity awareness interventions executed
- h) 4 Staff development initiatives executed
- i) 3 Staff motivation interventions held
- j) 90% of staff meeting performance expectations"

- The IAC department absorbed 54% of their budget.
- 22 stakeholders were engaged by the end of the half year period due to a need to sensitise staff on PAWS and integerity
- There was 100% quality assurance and audit services achieved in the half year period.
- 2 communication channels were mainly used in IAC communications; sectional meetings and the intranet.
- The Consultant newsletter was produced and is available to staff in the URA intranet.
- 22 out of 30 audits (73%) in the half year period were completed and their recommendations were adopted.
- 8 knowledge sharing sessions were conducted and the materials uploaded on the IAC web page on the intranet.
- 5 integrity interventions were carried out. These include sensitisation to 140 URA staff, integrity forum with suppliers, integrity forum with tax consultants, 3 integrity publications on the URA intranet, 1 TV and 2 radio talkshows
- 25 topics covered in 50 hours were offered to IAC staff as staff development initiatives for the half year period. A biannual evaluation report on talent development and leadership skills training in IAC was completed
- 12 excellent performers in IAC department, two of which were from each section were identified and rewarded as a means of motivation to staff.

Item	Spent
211101 General Staff Salaries	1,664,937
211103 Allowances	48,853
212101 Social Security Contributions	172,893
212201 Social Security Contributions	99,896
213001 Medical expenses (To employees)	41,100
213004 Gratuity Expenses	61,421
221001 Advertising and Public Relations	14,550
221002 Workshops and Seminars	130,918
221007 Books, Periodicals & Newspapers	3,000
221009 Welfare and Entertainment	2,500
221011 Printing, Stationery, Photocopying and	15,181
Binding	
221014 Bank Charges and other Bank related costs	900
223006 Water	1,337
225001 Consultancy Services- Short term	35,000
226001 Insurances	32,374
227001 Travel inland	38,292
227002 Travel abroad	26,125
227003 Carriage, Haulage, Freight and transport hire	555
227004 Fuel, Lubricants and Oils	176,326
228002 Maintenance - Vehicles	22,266
228003 Maintenance - Machinery, Equipment &	370
Furniture	

Page 13

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

#### Reasons for Variation in performance

There was need to sensitise more staff on the use of Pentana Audit works System (PAWS) and on integrity, thus the high number of stakeholder engagements. The implementation of PAWS led to audit clients posting their actions online with evidence in the system which addressed the pains that had been identified. No hard copies of the newsletter were produced. Instead, the electronic format was shared with staff on the intranet. The use of PAWS has enhanced efficiency in handling of audits.

Total	2,588,789
Wage Recurrent	1,664,937
Non Wage Recurrent	923,852
NTR	0

### Output: 14 5405 URA Legal and Administrative Support Services

- a) 90% Planned activities executed within the budget
- b) 25% Reduction in debt stock
- c) 5% Cases won/ settled in URA's favour
- d) 12 Stakeholder engagements held.
- e) 3 Staff motivation events held
- f) 4 Budget Performance conferences held
- g) 60 Stations visted

100% of the planned activities were executed within the budget.

Cumulatively, there was a debt reduction by legal services team of 121% for the first half year period. UGX 30.3Bn was collected against a target of UGX 25Bn.

9 out of 12 judgements (75%) in the half year period were won in favour of URA.

11 stakehoder engagements were held in the half year period with Ministry of Finance and Ministry of Justice on tax laws, Parliament of Uganda on general tax laws amendments, with lawyers from the United UK to discuss the ongoing oil and gas arbitration, with commissioner land registrations, and with land officers from Jinja, Mbarara, Wakiso and KCCA.

A major staff motivational team building event was conducted for all staff of URA in Kalangala.

4 meetings were held with budget liason officers to discuss budget performance and to highlight areas of improvement and to discuss monthly budget performance.

In the first half, 19 URA stations were visited by the debet collection unit for reconciliation, collections and enforcement.

Item	Spent
211101 General Staff Salaries	8,355,068
211103 Allowances	997,309
212101 Social Security Contributions	1,397,415
212201 Social Security Contributions	501,318
213001 Medical expenses (To employees)	408,549
213002 Incapacity, death benefits and funeral expenses	174,101
213004 Gratuity Expenses	1,714,245
221001 Advertising and Public Relations	253,300
221002 Workshops and Seminars	114,644
221003 Staff Training	2,900,000
221004 Recruitment Expenses	65,000
221007 Books, Periodicals & Newspapers	17,486
221008 Computer supplies and Information Technology (IT)	1,041,851
221009 Welfare and Entertainment	169,906
221011 Printing, Stationery, Photocopying and Binding	229,871
221014 Bank Charges and other Bank related costs	28,522
221017 Subscriptions	11,500
222001 Telecommunications	285,000
222002 Postage and Courier	72,000
222003 Information and communications technology (ICT)	2,950,963
223002 Rates	100,000
223003 Rent – (Produced Assets) to private entities	946,438
223004 Guard and Security services	438,160
223005 Electricity	313,500
223006 Water	15,978
225001 Consultancy Services- Short term	51,400
226001 Insurances	253,709
227001 Travel inland	332,548

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

### Reasons for Variation in performance

The reduction in debt stock was influenced by hightened visits to stations and strenthened litigation function by the legal team.

227002 Travel abroad	129,392
227003 Carriage, Haulage, Freight and transport hire	30,632
227004 Fuel, Lubricants and Oils	368,792
228001 Maintenance - Civil	325,000
228002 Maintenance - Vehicles	167,591
228003 Maintenance – Machinery, Equipment & Furniture	771,939
273102 Incapacity, death benefits and funeral expenses	100,000
282102 Fines and Penalties/ Court wards	675,317
Total	26,708,438
Wage Recurrent	8,355,068
Non Wage Recurrent	18,353,371
NTR	0

#### Output: 14 5406 Public Awareness and Tax Education/Modernization

- a) 3 Media relations enhancement programs conducted
- b) 4 Publicity campigns conducted
- c) 15 Publications issued.
- d) 3 Corporate branding initiatives implemented
- e) 2 Research & Evaluations interventions carried out.
- f) 5 Visibility programmes conducted
- Cumulatively, 3 media relations enhancement programs have been conducted in the first half. These include 1 Journalists training held at the daily monitor and another engagement held with editors. A media tour to enable journalists appreciate what happens in other URA Stations was done as this proved more efficient and educative.
- b) 4 publicity activities were held in the first half period. These include taxpayers appreciation day, 13 URA kids' league activities, 4 corporate league activities, participation in URA FC leagues and tax awareness programs involving tax clinics, radio and TV talkshows, exihibitions at international trade shows and sharing of tax information with Ugandans in the diaspora via email.
- c) By end of first half, 3 publications were made. These are the taxman magazine, newspaper collection book, and a magazine issue focussing on Customs business systems enhancement project.
- d) 2 corporate branding concepts for emails have been developed so far for taxpayer appreciation day and for the Christmas season.
- e) Research on 2 challenges sourced from other URA departments were carried out. These were research on tax incentives and tax to GDP.

Item	Spent
211101 General Staff Salaries	3,004,880
211103 Allowances	89,101
212101 Social Security Contributions	316,476
212201 Social Security Contributions	180,293
213001 Medical expenses (To employees)	91,905
213004 Gratuity Expenses	148,504
221001 Advertising and Public Relations	509,000
221002 Workshops and Seminars	598,865
221003 Staff Training	44,684
221007 Books, Periodicals & Newspapers	3,500
221009 Welfare and Entertainment	20,000
221011 Printing, Stationery, Photocopying and	16,924
Binding	
221014 Bank Charges and other Bank related costs	1,680
221017 Subscriptions	22,500
223006 Water	886
224002 General Supply of Goods and Services	210,000
226001 Insurances	53,706
227001 Travel inland	21,500
227002 Travel abroad	275,893
227004 Fuel, Lubricants and Oils	92,463
228002 Maintenance - Vehicles	56,163
228003 Maintenance – Machinery, Equipment & Furniture	530
282091 Tax Account	500,000

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End
of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to
Deliver Cumulative Outputs

UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

f) Visibiity programs carried out include taxpayers appreciation day, 13 URA kids' league activities, 4 corporate league activities.

#### Reasons for Variation in performance

In the engagement of taxpayer groups, there was need to change approach in order to get the main target group (CEO's) on board. Views are being solicited from key stakeholders for a way forward.

Total	6,259,451
Wage Recurrent	3,004,880
Non Wage Recurrent	3,254,571
NTR	0

Development Projects

### Project 0653 Support to URA Projects

Capital Purchases

Output: 14 5471 Acquisition of Land by Government

Purchase of Training School Land The training school land has not been Item Spent

purchased. 311101 Land 500,000

### Reasons for Variation in performance

There was delay in the procurement process.

Total	500,000
GoU Development	500,000
External Financing	0
NTR	0

### Output: 14 5472 Government Buildings and Administrative Infrastructure

Redesign of Nakawa Inland Parking Yard for for Office Space. At Nakawa HeadQuarters The redesigning of NIP building for office space at Nakawa headquarters was done and all the works ongoing are in line with the plan. Works are on time and expected to be completed by third quarter.

ItemSpent231001 Non Residential buildings (Depreciation)800,000

Reasons for Variation in performance

NA

 Total
 800,000

 GoU Development
 800,000

Cumulative Outputs Achieved by End **Annual Planned Outputs** Cumulative Expenditures made by the End of the Quarter to of Quarter (Quantity and Location) **Deliver Cumulative Outputs** UShs Thousand

Vote Function: 1454 Revenue Collection & Administration

Development Projects

Project 0653 Support to URA Projects

**External Financing** 0 0

Output: 14 5475 Purchase of Motor Vehicles and Other Transport Equipment

68 Vehicles. Finance Lease Payments

The 68 vehicles were leased last FY. The lease is payable every year.

Item 231004 Transport equipment

Spent 2,000,000

Reasons for Variation in performance

NA

Total 2,000,000 GoU Development 2,000,000 External Financing 0 0 NTR

Output: 14 5476 Purchase of Office and ICT Equipment, including Software

HRMS System and PC Equipment

procured

HRMS contract is expected to be signed in the 3rd quarter according to schedule of activities.

231005 Machinery and equipment

Spent 1,100,000

Purchase of Generators, Projectors and Flat Screens for DT mobile office

Processes and procedures for operationalization of DT mobile offices have been designed. Equipping of mobile van is in progress.

Reasons for Variation in performance

NA

1,100,000
1,100,000
0
0

14 5478 Purchase of Office and Residential Furniture and Fittings

Furniture and Fittings for Domestic Taxes Mobile offices

Processes and procedures for operationalization of domestic tax mobile offices have been designed. Equipping of mobile van is in progress. Item 231006 Furniture and fittings (Depreciation)

Spent 250,000

Reasons for Variation in performance

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Development Projects

Project 0653 Support to URA Projects

Total	250,000
GoU Development	250,000
External Financing	0
NTR	0

### Output: 14 5479 Acquisition of Other Capital Assets

Rolled out Asycuda World system to Malaba, Busia, Katuna, Mutukula and Mbale

Signing of MOUs and hand over of Authorization certificates to 7 Companies done.

Reviewed ECTS and In-Transit Monitoring System (IMS) business design document.

Conduct a Business Impact Analysis

Reviewed & completed draft BCP policy for management's consideration

Rolled out Asycuda World system Kampala and other upcountry stations

Installed, Tested, Piloted & rolled out ECTS

Other 7 companies from the 40 applicants after fulfillment of the authorization requirements. Authorized.

New Customs Business Process Rengineering Manual (5 core processes) published.

Further identified requirements and information exchange for Ayscuda system implemented;

Stakeholders/Other Government Agencies for Asycuda system Integrated

Completed documentation of the Oil and Gas Processes

Completed Procurement of the Oil and Gas system

1 cost recovery audit under Oil & Gas carried out

Human Resource Management System works commenced

The ASYCUDA World system roll is complete in customs stations of Malaba, Busia, Katuna, Mutukula, Kampala and Mbale.

The signing of MoUs has been completed for 10 AEOs.

Review of the ECTS and In-Transit Monitoring System (IMS) business design document was completed.

The procurement of the Business Impact Assessment consultant is ongoing.

Draft BCP policy was developed and presented to management executive committee. Engagements are still ongoing and presentatation to the board is scheduled for 4th quarter.

Asycuda world rolled out to Kampala. Roll out to other stations is scheduled for the 3rd and 4th quarter period.

Installation and piloting of ECTS system was done. Roll out is scheduled for March 2014.

ItemSpent312302 Intangible Fixed Assets5,266,575

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

**Annual Planned Outputs** 

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to
Deliver Cumulative Outputs

UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Development Projects

### Project 0653 Support to URA Projects

Signing of the Human Resource Management System contract done

Gap Analysis for Integrations in URA conducted

Diagnosis and definition of organizational culture, including road map for change management done.

Designed and developed organizational model, include implementing quick wins as elements of the model done.

Solution provider to implement the Data Warehouse and Business Intelligence solution in URA contracted.

Contract an Independent Quality assurance consultant for the DWH/BI implementation.

Conduct Data Readiness assessment workshops for the mission critical process supported by three Transaction processing systems

Conduct a readiness assessment for Data Warehouse and Business Intelligence solution together with the solution provider.

Documentation of AS-IS and TO-BE decision support mechanism for the organisation done.

Documentation of a draft Data analytics curriculum done

Developed, documented and operationalize Business Continuity Plans for at least three processes within the management processes, support processes and core processes done.

Completed documentation of the Oil and Gas Processes

l) Completed Procurement of the Oil and Gas system

1 cost recovery audit under Oil & Gas carried out

Human Resource Management System works commenced

## **QUARTER 2: Cumulative Outputs and Expenditure by End of Quarter**

Annual Planned Outputs

Cumulative Outputs Achieved by End of Quarter (Quantity and Location)

Cumulative Expenditures made by the End of the Quarter to Deliver Cumulative Outputs

UShs Thousand

**Vote Function: 1454 Revenue Collection & Administration** 

Development Projects

Project 0653 Support to URA Projects

Reasons for Variation in performance

NA

NTR	0
External Financing	0
GoU Development	9,916,575
Non Wage Recurrent	41,319,533
Wage Recurrent	53,565,776
GRAND TOTAL	104,801,884
NTR	0
External Financing	0
$GoU\ Development$	5,266,575
Total	5,266,575

## **QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

Outputs Provided

Output: 14 5401 Customs Tax Collection

a).20.7% Growth in	icustoms revenue
collection	

- b).17.5% Reduction in customs arrears portifio
- c).42 Comprehensive and 8 spot audits completed.
- d) 225 Real time alerts and 7 Risk Alerts issued
- e) 65% Green lane transaction.
- f) A quarterly report on the reconciled Customs transactions.

Customs revenue grew by 17.35% (UGX 255.84Bn) in the first half of FY 2013/14 compared to the same period in FY 2012/13. Collections for the first half of FY13/14 amounted to UGX 1,730.59 Bn compared to UGX 1474.75 collected in the same period in FY 2012/13.

UGX 8.22Bn (33%) out of total Customs arrears of UGX 24.058Bn was paid in the first half of FY 2013/14.

104 comprehensive and 10 oil issue audits were completed against a target of 12 comprehensive and 10 oil issue audits.

56 system risk alert checks and 27 real time alerts were raised in the half year period. As a result, UGX 713,487,735 was recovered.

14% of Customs transactions in the half year period were cleared through the green and blue lane channels.

Monthly reconciliation of Customs transactions was carried out at Customs headquarters with research and planning and monthly reports were generated.

Item Spent
211101 General Staff Salaries 8,675,363
211103 Allowances 536,675
212101 Social Security Contributions 908,775
212201 Social Security Contributions 528,292
213001 Medical expenses (To employees) 508,970
213004 Gratuity Expenses 59,880
221001 Advertising and Public Relations 19,500
221002 Workshops and Seminars 48,793
221007 Books, Periodicals & Newspapers 1,484
221011 Printing, Stationery, Photocopying and 98,734
Binding
221014 Bank Charges and other Bank related costs 6,250
221017 Subscriptions 12,500
223004 Guard and Security services 45,420
223005 Electricity 55,000
223006 Water 10,746
226001 Insurances 172,155
227001 Travel inland 113,856
227002 Travel abroad 56,978
227003 Carriage, Haulage, Freight and transport hire 20,128
227004 Fuel, Lubricants and Oils 403,974
228001 Maintenance - Civil 7,874
228002 Maintenance - Vehicles 112,932
228003 Maintenance – Machinery, Equipment & 41,442 Furniture

### Reasons for Variation in performance

The performance of international trade taxes was influenced by lower than projected growth in import volumes. The growth rate of 5.20% for the first half of FY2013/14 was lower than the projected growth rate of 17.7%. It was also affected by lower than projected exchange rates. The applied average exchange rate of UGX 2,570.74 to the USD for the first half of FY 2013/14 was below the projected rate of UGX 2,685.59 to the USD, leading to an estimated revenue loss of UGX 57.19Bn.

 Total
 12,445,718

 Wage Recurrent
 8,675,363

 Non Wage Recurrent
 3,770,355

 NTR
 0

Output: 14 5402 Domestic Tax Collection

### **QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

- a) 25.6% Growth in revenue collection
- b) 87% Average filing ratioc) 16.25% Arrears recovered
- d) 12.5% Audit yeild
- e) 64 Comprehensive audits conducted
- f) 7.5% Growth in taxpayer register
- g) 19 Tax clinics conducted

418 Issue audits conducted

Domestic taxes revenue collections grew by 11.86% (UGX 236.35Bn) for the first half of FY2013/14 compared to the same period in FY 2012/13. Collections in FY 2013/14 amounted to UGX 2,228.40 Bn compared to UGX 1992.05Bn collected in the same period in FY 2012/13.

The average filing ratio for first half of FY 2013/14 was 87.62%.

UGX 89.11Bn (34.5%) out of a total debt stock of 258.57Bn of domestic tax arrears were recovered.

The audit yield was 11.64% by the end of the first half FY 2013/14. Out of UGX 268.9Bn agreed assessments from the audits, 31.32Bn was collected.

397 comprehensive and 543 issue audits were carried out in the first half of FY 2013/14.

The taxpayer register grew by 14.81%. As at 30th June 2013, the taxpayer register stood at 245,067. By 31st December 2013, the number stood at 281,365.

74 tax clinics were conducted focusing on filing, registration and payment.

Item	Spent
211101 General Staff Salaries	10,676,921
211103 Allowances	414,594
212101 Social Security Contributions	1,077,868
212201 Social Security Contributions	640,615
213001 Medical expenses (To employees)	522,681
213004 Gratuity Expenses	59,880
221001 Advertising and Public Relations	85,170
221002 Workshops and Seminars	60,504
221007 Books, Periodicals & Newspapers	6,446
221008 Computer supplies and Information	750,000
Technology (IT)	
221009 Welfare and Entertainment	1,250
221011 Printing, Stationery, Photocopying and	198,412
Binding	
221014 Bank Charges and other Bank related costs	7,425
221017 Subscriptions	16,336
223003 Rent – (Produced Assets) to private entities	399,112
223004 Guard and Security services	1,718
223005 Electricity	57,750
223006 Water	9,990
226001 Insurances	200,236
227001 Travel inland	108,431
227002 Travel abroad	28,792
227003 Carriage, Haulage, Freight and transport hire	8,250
227004 Fuel, Lubricants and Oils	225,066
228002 Maintenance - Vehicles	80,652
228003 Maintenance - Machinery, Equipment &	17,250
Furniture	

#### Reasons for Variation in performance

The performance of domestic taxes revenue collections was influenced by deficits registered in withholding tax, corporation tax and local VAT tax heads. WHT performance was attributed to, among others, a 25.75% reduction in withholding tax on government payments influenced by IFMS System maintenance which led to delayed payments from the government bodies. Corporation tax performance was attributed to unpaid government commitments for some companies ammounting to UGX 16.52 Bn. Local VAT had a deficit of UGX 118Bn influenced by, among others, a drop in prices of sugar by UGX 10,000 per 50 kg bag and cement by UGX 5,000 per bag.

 Total
 15,655,347

 Wage Recurrent
 10,676,921

 Non Wage Recurrent
 4,978,427

 NTR
 0

Output: 14 5403 Tax Investigations

<b>QUARTER 2:</b>	Outputs and Ex	xpenditure in (	Quarter
-------------------	----------------	-----------------	---------

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

Programme	e 01 Revenue	Collection	& Ad	lministration
-----------	--------------	------------	------	---------------

- a) 12 Investigated cases completed and 7% of investigated cases recommended for prosecution
- b) 25% Budget absorption rate
- c) 80% Client issues addressed
- d) 75% Business units employing the Tax investigation business Standards in their work
- e) 1 Partner engaged.
- f) 70% Partners expectations met
- g) 80% Investigation cases handled as per re-engineered TID processes
- h)100% of quartely financed activities implemented

- Investigations of 22 cases were concluded by end of quarter two period.
- 23% of the investigated cases were recommended for prosecution.
- The tax investigations budget absorption rate was 62% for the half year period.
- 100% of client issues raised within the period were addressed.
- 100% of the business units in tax investigations department employed tax investigations standards in the execution of their duties.
- 14 partners were engaged by the department in the first half year period. These include both internal and external partners. Among external partners are National Social Security Fund, Kenya Revenue Authority, Uganda Communications Commission, National Drug Authority, Uganda National Bureau of Standards, Uganda Police force and Burundi Revenue Authority.
- 100% partner expectations during the half year period were met.
- 100% of investigations cases were handled as per the re-engineered business processes.

Item	Spent
211101 General Staff Salaries	918,163
211103 Allowances	28,917
212101 Social Security Contributions	95,689
212201 Social Security Contributions	55,090
213001 Medical expenses (To employees)	31,850
213004 Gratuity Expenses	37,138
221001 Advertising and Public Relations	3,075
221002 Workshops and Seminars	10,126
221007 Books, Periodicals & Newspapers	1,125
221009 Welfare and Entertainment	1,250
221011 Printing, Stationery, Photocopying and	8,050
Binding	
221014 Bank Charges and other Bank related costs	500
223003 Rent – (Produced Assets) to private entities	106,940
223005 Electricity	5,500
223006 Water	915
226001 Insurances	18,089
227001 Travel inland	39,625
227002 Travel abroad	13,537
227003 Carriage, Haulage, Freight and transport hire	1,703
227004 Fuel, Lubricants and Oils	29,087
228001 Maintenance - Civil	11,068

228002 Maintenance - Vehicles

### Reasons for Variation in performance

NA

Total	1,563,251
Wage Recurrent	918,163
Non Wage Recurrent	645,088
NTR	0

145,816

### Output: 14 5404 Internal Audit and Compliance

a)95% Quarterly Budget absorption rate.

The IAC department absorbed 54% of their budget.

b) 6 Stakeholder engagements held 22 stakeholders were engaged by the end of the half year period due to a need to sensitise staff on PAWS and on intergrity.

tem	Spent
11101 General Staff Salaries	832,468
11103 Allowances	24,426
12101 Social Security Contributions	86,446
12201 Social Security Contributions	49,948
13001 Medical expenses (To employees)	20,550

It

2

2

2

2

## **QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

Furniture

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

- d) 70% Audit review recommendations adopted
- e) 3 Knoweldge sharing sessions held
- f) 2 integrity awareness interventions executed
- g) 1 Staff development initiatives executed
- h) 1 Staff motivation interventions held
- i) 90% of staff meeting performance expectations

- The Consultant newsletter was produced and is available to staff in the URA intranet.
- 22 out of 30 audits (73%) in the half year period were completed and their recommendations were adopted.
- 8 knowledge sharing sessions were conducted and the materials uploaded on the IAC web page on the intranet.
- 5 integrity interventions were carried out. These include sensitisation to 140 URA staff, integrity forum with suppliers, integrity forum with tax consultants, 3 integrity publications on the URA intranet, 1 TV and 2 radio talkshows.
- 25 topics covered in 50 hours were offered to IAC staff as staff development initiatives for the half year period. A biannual evaluation report on talent development and leadership skills training in IAC was completed
- 12 excellent performers in IAC department, two of which were from each section were identified and rewarded as a means of motivation to staff.

213004 Gratuity Expenses	30,710
221001 Advertising and Public Relations	7,275
221002 Workshops and Seminars	65,459
221007 Books, Periodicals & Newspapers	1,500
221009 Welfare and Entertainment	1,250
221011 Printing, Stationery, Photocopying and	7,590
Binding	
221014 Bank Charges and other Bank related costs	450
223006 Water	668
225001 Consultancy Services- Short term	17,500
226001 Insurances	16,187
227001 Travel inland	19,146
227002 Travel abroad	13,062
227003 Carriage, Haulage, Freight and transport hire	278
227004 Fuel, Lubricants and Oils	88,163
228002 Maintenance - Vehicles	11,133
228003 Maintenance – Machinery, Equipment &	185

### Reasons for Variation in performance

There was need to sensitise more staff on the use of Pentana Audit works System (PAWS) and on integrity, thus the high number of stakeholder engagements. The implementation of PAWS led to audit clients posting their actions online with evidence in the system which addressed the pains that had been identified. No hard copies of the newsletter were produced. Instead, the electronic format was shared with staff on the intranet. The use of PAWS has enhanced efficiency in handling of audits.

Total	1,294,394
Wage Recurrent	832,468
Non Wage Recurrent	461,926
NTR	0

Output: 145405 URA Legal and Administrative Support Services

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

- a) 3 Stakeholder engagements held.b) 6% Reduction in debt stock
- c) 4 Quartely records compliance inspection visits to Northern, Western,
- South western and Eastern regions carried out
- d) 10 Tax stations visted

8 stakeholder engagments were held in second quarter. These were 2 engagements held with lawyers from the United Kingdom to discuss the ongoing oil and gas arbitration. 3 engangements were held with commissioner land registrations.

Another 3 engagements were held with land officers from Jinja, Mbarara, Wakiso and KCCA.

The debt stock was reduced by 121%. In the period under review, UGX 15.2Bn was collected against a target of UGX 12.5Bn.

2 compliance inspection visits were carried out in eastern and western regions in second quarter as a follow up of visit in quarter 1.

In the second quarter, 8 URA stations were visited by the debt collection unit for reconciliation, collections and enforcement.

### Reasons for Variation in performance

The reduction in debt stock was influenced by hightened visits to stations and strenthened litigation function by the legal team.

•	<b>a</b> .
Item	Spent
211101 General Staff Salaries	4,177,534
211103 Allowances	498,655
212101 Social Security Contributions	698,707
212201 Social Security Contributions	250,659
213001 Medical expenses (To employees)	204,275
213002 Incapacity, death benefits and funeral expenses	87,051
213004 Gratuity Expenses	857,122
221001 Advertising and Public Relations	126,650
221002 Workshops and Seminars	57,322
221003 Staff Training	1,450,000
221004 Recruitment Expenses	32,500
221007 Books, Periodicals & Newspapers	8,743
221008 Computer supplies and Information	520,925
Technology (IT)	
221009 Welfare and Entertainment	84,953
221011 Printing, Stationery, Photocopying and Binding	114,936
221014 Bank Charges and other Bank related costs	14,261
221017 Subscriptions	5,750
222001 Telecommunications	142,500
222002 Postage and Courier	36,000
222003 Information and communications technology	1,475,481
(ICT)	
223002 Rates	50,000
223003 Rent – (Produced Assets) to private entities	473,219
223004 Guard and Security services	219,080
223005 Electricity	156,750
223006 Water	7,989
225001 Consultancy Services- Short term	25,700
226001 Insurances	126,855
227001 Travel inland	166,274
227002 Travel abroad	64,696
227003 Carriage, Haulage, Freight and transport hire	15,316
227004 Fuel, Lubricants and Oils	184,396
228001 Maintenance - Civil	162,500
228002 Maintenance - Vehicles	83,795
228003 Maintenance - Machinery, Equipment &	385,969
Furniture	
273102 Incapacity, death benefits and funeral expenses	50,000
282102 Fines and Penalties/ Court wards	337,659
Total	13,354,219
Wage Recurrent	4,177,534
Non Wage Recurrent	9,176,685
Tion muge neemiem	2,170,000

NTR

0

Output: 14 5406 Public Awareness and Tax Education/Modernization

### **QUARTER 2: Outputs and Expenditure in Quarter**

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Recurrent Programmes

### Programme 01 Revenue Collection & Administration

- a) 2 Engagements with EAC Partner States
- b) Participated in 1 International Forum
- c) Hold Engagements with 4 Selected Tax payer/partner groups
- d) 1 Government agencies engaged.
- e) 1 Consultative Business Forum held
- f) 2 Media groupsengagements held
- g) 1 Research and evaluation intervention carried out.
- h) 3 Publications prepared
- a) 4 engagements were held with EAC partner states. These include 35th EARACG meeting for East African Region in Nairobi Kenya, 65th EARATC meeting for East African Region in Kampala Uganda, 1 EAC engagement on Single Customs Territory in Kigali Rwanda, and 1 EAC engagement with the board where 1 URA board member went to Tanzania to attend the effective director programe.
- b) No international forum was held in the second quarter
- c) No engagement was held with any tax payer/partner groups.
- d) 3 engagements were held with MOFPED on Statistical issues & revenue forecasting. 2 engagements were held with UBOS on Statistical development issues. 1 engagement was held with OPM/Accountability sector Consultant for provision of technical assistance on developing a National M&E framework and assistance to URA's Corporate performance reporting, monitoring & evaluation unit.
- e) No consultative business forum was held in second quarter.
- f) No media group engagement was held. This was replaced by a media tour to enable journalists appreciate what happens in other URA Stations. This proved more efficient and educative.
- g) Research on 2 challenges sourced from other URA departments were carried out. These were research on tax incentives and tax to GDP.
- h) One issue of the Taxman magazine was published.

### Reasons for Variation in performance

In the engagement of taxpayer groups, there was need to change approach in order to get the main target group (CEO's) on board. Views are being solicited from key stakeholders for a way forward.

Item	Spent
211101 General Staff Salaries	1,502,440
211103 Allowances	44,551
212101 Social Security Contributions	158,238
212201 Social Security Contributions	90,147
213001 Medical expenses (To employees)	45,953
213004 Gratuity Expenses	74,252
221001 Advertising and Public Relations	254,500
221002 Workshops and Seminars	299,432
221003 Staff Training	22,342
221007 Books, Periodicals & Newspapers	1,750
221009 Welfare and Entertainment	10,000
221011 Printing, Stationery, Photocopying and	8,462
Binding	
221014 Bank Charges and other Bank related costs	840
221017 Subscriptions	11,250
223006 Water	443
224002 General Supply of Goods and Services	105,000
226001 Insurances	26,853
227001 Travel inland	10,750
227002 Travel abroad	137,947
227004 Fuel, Lubricants and Oils	46,232
228002 Maintenance - Vehicles	28,082
228003 Maintenance - Machinery, Equipment &	265
Furniture	
282091 Tax Account	250,000

Total 3,129,725

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

**Vote Function: 1454 Revenue Collection & Administration** 

Recurrent Programmes

Programme 01 Revenue Collection & Administration

Wage Recurrent 1,502,440 1,627,286 Non Wage Recurrent NTR 0

**Development Projects** 

Project 0653 Support to URA Projects

Capital Purchases

Output: 145471 Acquisition of Land by Government

NA Item Spent The training school land has not been 250,000

purchased. 311101 Land

Reasons for Variation in performance

There was delay in the procurement process.

250,000
250,000
0
0

Output: 14 5472 Government Buildings and Administrative Infrastructure

NA The redesigning of NIP building for Spent 400,000 231001 Non Residential buildings (Depreciation)

office space at Nakawa headquarters was done and all the works ongoing are in line with the plan. Works are on time and expected to be completed by

third quarter.

Reasons for Variation in performance

NA

**Total** 400,000 GoU Development 400,000 0 **External Financing** 0 NTR

Output: 14 5475 Purchase of Motor Vehicles and Other Transport Equipment

NA The 68 vehicles were leased last FY. Item Spent The lease is payable every year. 1,000,000 231004 Transport equipment

Reasons for Variation in performance

NA

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### Vote Function: 1454 Revenue Collection & Administration

Development Projects

Project 0653 Support to URA Projects

Total	1,000,000
GoU Development	1,000,000
External Financing	0
NTR	0

### Output: 145476 Purchase of Office and ICT Equipment, including Software

NA HRMS contract is expected to be Item signed in the 3rd quarter according to

231005 Machinery and equipment

Spent 550,000

schedule of activities.

Processes and procedures for operationalization of DT mobile offices have been designed. Equipping of mobile van is in progress.

### Reasons for Variation in performance

NA

Total	550,000
GoU Development	550,000
External Financing	0
NTR	0

### Output: 14 5478 Purchase of Office and Residential Furniture and Fittings

Item Spent NA Processes and procedures for operationalization of domestic tax

mobile offices have been designed. Equipping of mobile van is in progress. 231006 Furniture and fittings (Depreciation)

125,000

### Reasons for Variation in performance

NA

Total	125,000
GoU Development	125,000
External Financing	0
NTR	0

Output: 14 5479 Acquisition of Other Capital Assets

Outputs Planned in Quarter	Actual Outputs Achieved in Quarter	Expenditures incurred in the Quarter to deliver outputs
		UShs Thousand

### **Vote Function: 1454 Revenue Collection & Administration**

Development Projects

### Project 0653 Support to URA Projects

Conducting a Business Impact Analysis done

The procurement of the Business Impact Assessment consultant is ongoing.

312302 Intangible Fixed Assets

Spent 2,633,287

Reviewing & completing draft BCP policy for management's consideration done.

Rolled out Asycuda World system to

Draft BCP policy was developed and presented to management executive committee. Engagements are still ongoing and presentatation to the board is scheduled for 4th quarter.

Kampala and other upcountry stations Installation, Testing, Piloting & roll out

Asycuda world rolled out to Kampala. Roll out to other stations is scheduled for the 3rd and 4th quarter period.

Installation and piloting of ECTS system was done. Roll out is scheduled

for March 2014.

Reasons for Variation in performance

NA

of ECTS done

Total	2,633,287
GoU Development	2,633,287
External Financing	0
NTR	0
GRAND TOTAL	52,400,942
Wage Recurrent	26,782,888
Non Wage Recurrent	20,659,767
GoU Development	4,958,287
External Financing	0
NTR	0

Planned Outputs for the Quarter (Quantity and Location)	Estimated Funds Available in Quarter (from balance brought forward and actual/expected releaes)				
Vote Function: 1454 Revenue Collection	on & Administration				
Recurrent Programmes					
Programme 01 Revenue Collection & A	Administration				
Outputs Provided					
Output: 14 5401 Customs Tax Collection					
a).16.8% Growth incustoms revenue collection					
b).17.5% Reduction in customs arrears portifio	Total	0	0	(	
c).42 Comprehensive and 8 spot audits completed	Wage Recurrent Non Wage Recurrent	0 0	<i>0</i> <i>0</i>	(	
42 Comprehensive and 8 spot audits completed.					
d) 225 Real time alerts and 7 Risk Alerts issued					
f) 65% Green lane transactions					
g) A quarterly report on the reconciled Customs transactions.					
Output: 14 5402 Domestic Tax Collection	NTR	0	0		
a) 15.6% Growth in revenue collection					
b) 87% Average filing ratio	Total	0	0		
c) 16.25% Arrears recovered	Wage Recurrent Non Wage Recurrent	0 0	0 0	(	
d) 12.5% Audit yeild					
e) 64 Comprehensive audits conducted and 418 Issue audits conducted					
f) 7.5%Growth in taxpayer registerr					
g) 19 Tax clinics conducted					
	NTR	0	0	-	
Output: 14 5403 Tax Investigations					
a) 12 Investigated cases completed and 7% of investigated cases recommended for prosecution					
b) 25% Budget absorption rate	Total	0	0		
c) 80% Client issues addressed	Wage Recurrent Non Wage Recurrent	0 0	<i>0</i> <i>0</i>		
d) 75% Business units employing the Tax investigation business Standards in their work					
e) 1 Partner engaged.					

Quantity and Location) (1	Estimated Funds Available in Quarter (from balance brought forward and actual/expected releaes)			nd
Vote Function: 1454 Revenue Collection &	& Administration			
Recurrent Programmes  Programme 01 Revenue Collection & Adn	iniatuation			
f) 70% Partners expectations met	unstration			
g) 80% Investigation cases handled as per reengineered TID processes				
h)100% of quartely financed activities implemented				
	NTR	0	0	0
Output: 14 5404 Internal Audit and Compliance				
a) 95% Quarterly Budget absorption rate.				
b) 6 Stakeholder engagements held	Total	0	0	0
c) 200 copies of Newsletter - The Consultant	Wage Recurrent	0	0	0
produced	Non Wage Recurrent	0	0	0
d) 70% Audit review recommendations adopted				
e) 3 Knoweldge sharing sessions held				
f) 2 integrity awareness interventions executed				
h) 1 Staff development initiatives executed				
i) 1 Staff motivation interventions held				
	NTR	0	0	d
Output: 145405 URA Legal and Administrative S	upport Services			
a) 3 Stakeholder engagements held.				
b) 6% Reduction in debt stock	Total	0	0	0
c) 4 Quartely records compliance inspection	Wage Recurrent	0	0	0
visits to Northern, Western, South western and Eastern regions carried out	Non Wage Recurrent	0	0	6
d) 10 Tax stations visted				
	NTR	0	0	0
Output: 14 5406 Public Awareness and Tax Educa	tion/Modernization			
a) 1 Engagements with EAC Partner States				
b) Participated in 1 International Forum	Total	0	0	0
c) Hold Engagements with 4 Selected Tax	Wage Recurrent	0	0	0
payer/partner groups	Non Wage Recurrent	0	0	0
payer/partner groups				
d) 1 Government agencies engaged.				

	outputs for the Quarter						
-	Quantity and Location) (from balance brought forward and actual/expected releaes)  Vote Function: 1454 Revenue Collection & Administration						
	Programmes						
Progran	nme 01 Revenue Collection	& Administration					
f) 2 Medi	a groups engagements held						
g) 2 Publi	ications prepared						
		NTR	0	0	0		
	ent Projects						
	0653 Support to URA Project	cts					
Capital Pi							
Jutput:	14 5471 Acquisition of Land by G	overnment					
NA							
		Total	0	0	0		
		GoU Development	0	0	0		
		External Financing	0	0	0		
		NTR	0	0	0		
NA		Total	0	0	(		
		GoU Development	0	0	0		
		External Financing	0	0	0		
Output:	145475 Purchase of Motor Vehiol	NTR les and Other Transport Equipment	0	0	0		
output.	14 54 /5 Furchase of World Vehici	tes and Other Transport Equipment					
NA							
		Total	0	0	0		
		GoU Development	0	0	0		
		External Financing	0	0	0		
		NTR	0	0	0		
Output:	14 5476 Purchase of Office and IC	CT Equipment, including Software					
NA							
		Total	0	0	0		
		GoU Development	0	0	0		
		External Financing	0	0	0		
2.4.4	145450 D. J	NTR	0	0	0		
Output:	14 5478 Purchase of Office and Ro	esidendai rurinture and rittings					
NA							
- 11-2			_				
.,		Total	0	0	0		
		Total GoU Development	0	<b>0</b> 0	0		

## **QUARTER 3: Revised Workplan**

Planned Outputs for the Quarter (Quantity and Location)

Estimated Funds Available in Quarter (from balance brought forward and actual/expected releaes)

### **Vote Function: 1454 Revenue Collection & Administration**

Development Projects

Project 0653 Support to URA Projects

Output: 14 5479 Acquisition of Other Capital Assets

Signing of the Human Resource Management

System contract .done

Bystem contract aone				
	Total	0	0	0
Gap Analysis for Integrations in URA done	GoU Development	0	0	0
	External Financing	0	0	0
	NTR	0	0	0
	GRAND TOTAL	0	0	0
	Wage Recurrent	0	0	0
	Non Wage Recurrent	0	0	0
	GoU Development	0	0	0
	External Financing	0	0	0
	NTR	0	0	0

## **QUARTER 4: Revised Cashflow Plan**

Non-Wage Recurrent

	Annual budget	Release to	% Budget Released	Q4 Cash Requirement		
		end of Q3		Total	% Budget	
PAF	0	0	0.0%	0	0.0%	
Statutory	0	0	0.0%	0	0.0%	
Other	84.088531310	20.6597665	24.6%	0	0.0%	
Total	84.088531310	20.6597665	24.6%	0	0.0%	
Reasons for co	ash requirement grea	ter than 1/4 of ti	he budget:	NA.		

### GoU Development

	Annual budget		· · · · · · · · · · · · · · · · · · ·	Q4 Cash	Q4 Cash Requirement	
		end of Q3		Total	% Budget	
PAF	0	0	0.0%	0	0.0%	
Other	17.4	4.95828725	28.5%	0	0.0%	
Total	17.4	4.95828725	28.5%	0	0.0%	
Reasons for	cash requirement grea	ter than 1/4 of th	he budget:	NA.		

### **Grand Total**

	Annual budget		% Budget Released	% Budget	Q4 Cash	Requirement	
		end of Q3		Total	% Budget		
Grand Total	101.48853131	25.61805375	25.2%	0	0.0%		

### **Checklist for OBT Submissions made during QUARTER 3**

This is an automated checklist which shows whether data has been entered into the areas which are required for a complete quarterly submission. It does not verify the quality of the data that has been entered. A complete checklist is therefore a necessary, but not sufficient condition for a satisfactory submission to MoFPED.

### Project and Programme Quarterly Performance Reports and Workplans (Step 2)

The table below shows whether output information, and where relevant donor and ntr data has been entered into the required areas for the quarterly performance reports and quarterly workplans under step 2.

### **Output Information**

Vote Function, Project and Program	Q2 Q3 Report Workplan
1454 Revenue Collection & Administration	
Recurrent Programmes	
- 01 Revenue Collection & Administration	Data In Data In
Development Projects	
- 0653 Support to URA Projects	Data In Data In

### **Donor Releases and Expenditure**

Vote Function, Project and Program	Q2 Q3 Report Workplan
1454 Revenue Collection & Administration	
Development Projects	
- 0653 Support to URA Projects	Data In Data In

### **NTR Releases and Expenditure**

The table below shows whether data has been entered in the fields for key variances in budget execution under step 2.2 and 2.3:

### Vote Performance Summary (Step 3)

The table below shows whether information has been entered into the required fields in the vote performance summary tables for each vote functions under step 3.1:

Vote Function	Perf. Indicators	Output Summary	Actions
1454 Revenue Collection & Administration	Data In	Data In	Data In

The table below shows whether data has been entered into the vote narrative fields under step 3.2:

	Narrative
Narrative	Data In

### Quarterly Cash Requests (Step 4)

The table below shows whether data has been entered into the cash request under step 4:

•	•	
		Cash Request

## **Checklist for OBT Submissions made during QUARTER 3**

Cash Request Data In