

**TECHNICAL ASSISTANCE TO THE  
PUBLIC WORKS DEPARTMENT  
EDF PROJECT # 9.ACP.VA.02 – PWD MAINTENANCE TRAINING PROJECT**

**Malampa and Tafea 2007 work plans and budgets**

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## 1 Budgets

According to "Cashplan" tables for 2007, the annual budget for Malampa and Tafea division are 32 991 000 and 25 426 679 respectively. These amounts are exclusive of staff salaries and department support.

MTP program estimate #3 amounting 33 000 000 comes in addition to the recurrent budgets.

<b>CODE</b>	<b>DESCRIPTION</b>		<b>Malampa</b>	<b>Tafea</b>
8CFV	Vehicles Fuel		5 483 111	5 800 000
8EVR	Vehicle Replacement		4 000 000	4 000 000
8CZV	Value Added Tax		3 597 889	2 892 964
8CRR	Roads Repairs & Maintenance		3 000 000	4 578 689
8CIE	Equipment Hire		2 000 000	0
8CRE	Equipment Repairs & Maintenance		2 000 000	1 400 000
8CRV	Vehicles Repairs & Maintenance		2 000 000	1 000 000
8CUE	Electricity Utilities	S	2 000 000	0
8CUW	Water Utilities	S	1 500 000	1 000 000
8CAB	Subsistence Allowances	S	1 000 000	1 000 000
8CGR	Transport - Freight		1 000 000	1 010 000

CODE	DESCRIPTION		Malampa	Tafea
8CRH	Houses Repairs & Maintenance	S	1 000 000	0
8CTL	Local Travel	S	1 000 000	250 000
8CBL	Local Accommodation	S	500 000	100 400
8COI	Incidentals	S	500 000	830 000
8CRB	Building Repairs & Maintenance		450 000	600 000
8CKT	Telephone	S	250 000	350 000
8COP	Official Entertainment	S	250 000	194 626
8COU	Other Uniforms	S	250 000	
8CGO	Other Charges - Freight		200 000	20 000
8COU	Uniforms	S	200 000	
8EEC	Computer	S	200 000	
8EFH	Furniture -Housing Furniture	S	200 000	200 000
8EEA	Equipment Gen	S	150 000	
8EFO	Office Furniture	S	100 000	0
8CJO	Office Cleaning	S	50 000	50 000
8CKD	Advertising	S	50 000	
8CKS	Stationery	S	50 000	150 000
8CKP	Postage - Communications	S	10 000	
	Total		32 991 000	25 426 679
	Total "support" budget lines	S	9 260 000	4 125 026
	%	S	28	16

Tableau 1: Malampa & Tafea Works Division's 2007 budgets. S = support budget lines

In tables and documents, budget lines 8CVF, 8CRR, 8CIE, 8CAB, 8CGR, 8CBL, 8COI, 8CTL (Subsistence Allowances, Vehicles Fuel, Transport – Freight, Equipment Hire, Roads Repairs & Maintenance, Incidentals, Local Accommodation) are highlighted and deemed to represent "road maintenance budget".

Under EU funded PE#3, Malampa's division will have to go for demonstration works up to 8 800 000 millions while Tafea demonstration works are amounting 9 925 000.

	Malampa	Tafea
Total recurrent budget	32 991 000	25 426 679
PE3	8 800 000	9 925 000
	41 791 000	35 351 679

Tableau 2: Recurrent & PE3 budget for Malampa & Tafea

Each division having to spend more or less 40 000 000 VT on a 200 Km network, which is 200 000 VT per Km, it is clear that the road users could have some expectations !

## 2 Work plans

Malampa's division is planning to do 19 activities during 40 weeks. Tafea's division is planning to do 15 activities during 35 weeks. Each activity to be funded under recurrent budget has a cost estimate

and an estimated duration. Duration and cost estimates of activities to be funded by PE3 are left blank.

## 2.1 Malampa

id	Activity		Actor	weeks	Cost
1	Bethel to Vau	Sectional Regravelling	PWD	7	1 513 750
2	Bethel to PRV Jcn	Sectional Regravelling	PWD	2	432 500
3	Mai Road	Regravelling	PWD	1	220 250
4	Mai Hill Demonstration Works 1		PE3		
5	PRV Jct to Litslits	Regravelling	PWD	2	450 500
6	Maskylene Landing to Borbar	Regravelling	PWD	7	2 972 750
7	Borbar Hill Demonstration Works 2		PE3		
8	Borbar to Litslits	Sect. Light Regrading	PWD	3	266 000
9	PRV Jct to Litslits	Regravelling	PWD	2	450 500
10	Tautu Aoub Lambumbu	Sectional. Light Regrading	PWD	3	161 000
11	NE Area Crossings	Slab Crossings	PWD	3	600 000
12	Amelvet	Slab Repairs	PWD	1	50 000
13	Sobel	Slab Repairs	PWD	1	50 000
14	Vau	Bridge Repairs	PWD	2	400 000
15	NW Roads	Sectional Light Regrading	PWD	4	338 000
16	Province Loop Demonstration Works 3		PE3		
17	PRV Jct to Litslits	Regravelling	PWD	2	450 500
18	Ambrym and Paama Community Works		COM		500 000
19	(Pickup Truck Support)				
20	Grass Cutting Contract		contract		1 500 000
	Monthly Cash Plan for Road Maintenance (VT)				10 355 750

## 2.2 Tafea

id	Activity		Actor	Weeks	Cost
1	Tanna Road Section A	Regraveling(sectional)	PWD	5	1 364 400
2	Tanna Road Section A	Grading	PWD	2	469 200
3	Tanna Road Section F	Grading	PWD	1	1 078 400
4	Tanna Road Section G	Grading	PWD	1	312 400
5	Tanna Road Section B	Regraveling ( Sectional)	PWD	4	5 127 000
6	Tanna Road Section B	Grading	PWD	2	348 000
7	Tanna Road Section C	Grading	PWD	6	696 000
8	Tanna Road Section D	Regraveling	PWD	7	2 677 300
9	Tanna Road Section E	Grading	PWD	5	340 000
10	Tanna Road Section H	Grading	PWD	2	104 400
11	Removal of Boulders		COM		100 000
12	Grass cutting Futuna		COM		323 100
13	Grass cutting Erromango		COM		286 600
14	Grass cutting Aniwa		COM		24 000
15	Traffic Count		PWD		42 000
	Monthly Cash Plan for Road Maintenance (VT)				13 292 800

### 3 Procedures for disbursements

Procedures for disbursement are quite the same for PE3 and recurrent budget.

#### 3.1 PE3

All commitments are taken by the Project Imprest Administrator.

To take a commitment, the Project Imprest Administrator has to know the amount he has to commit.

To know the amount : someone - may be himself but most probably the divisions – has to :

- for goods and supplies : draft specifications and look for quotations
- for works contracts : do surveys, draft bill of quantities and cost estimate (including quotations if works are requiring some purchases)

Once secured by a commitment, the **head of division** is requested to sign a contract or go ahead with a local purchase (in this case : locally or with PWD procurement officer)

Payment is made by Project Imprest Accountant upon reception of :

1. written commitment
2. contract
3. certificate of completion of works / goods delivery.

The 3 written documents are compulsory.

#### 3.2 Recurrent

After a survey and having worked out the bill of quantities and cost estimate, the head of division

- can sign a contract up to 500 000 VT (according to PWD director instruction)
- request the PWD signature for contract above 500 000 VT

Payment is made by PWD upon reception of certificate of works completion.

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