

MECHANICAL IMPREST FOR URF DESIGNATED AGENCIES

The Mechanical Imprest for FY 2011/12 has been derived taking account of the existing equipment returns from the designated agencies provided to URF in January 2011 and also with a view of the forthcoming equipment being secured from the Government of Peoples Republic of China which URF expects to be distributed later in the year by Ministry of works and Transport and the Ministry of Local Government.

The mechanical imprest shall be used for:

- a) Planned light preventive maintenance/servicing and minor repairs of the District Works department/Local Government Equipment being used for Routine and Periodic maintenance Force Account (FA) works **only and not** for repairs of hired equipment or Contractors equipment undertaking contracts on the DUCAR network.
- b) Planned light preventive repairs/servicing/minor repairs for sub-agency equipment used on Force Account within the district.
- c) Minor repairs/preventive maintenance **only** on plant and equipment in serviceable working condition
- d) Equipment engaged **only** in routine and periodic maintenance works **on public roads**.

The repairs/servicing should be competitively procured following PPDA guidelines and accountability should be included within the quarterly physical and financial accountability reports. Utilization reports of the serviced/repaired equipment should also be provided.

Major repairs (such as engine overhaul, replacement of major parts etc) can still be undertaken at the Regional Mechanical Workshops of Bugembe, Mbarara and Gulu at a cost to be borne by MoWT and not to the designated agency. URF should be notified once equipment and plant has been forwarded to the Regional Mechanical Workshops for repair to avoid payment for ghost servicing/repairs.

Satisfactory accountability of previous quarter's mechanical imprest is a pre-requisite for future releases of mechanical imprest and audits/monitoring and evaluation shall be undertaken.