

MTEF Management Tool

An Excel Program tool for AWP planning, implementation, and reporting

Features and function of the tool

1) Marrying between Annual Work Plan an(Plan) d Program Based Budget (Budget)

Program Based Budget (PBB) is applied in Annual Work Plan (AWP) which is formed from Program > Sub-Program(s) > Output(s) > Activity(ies). Each activity is costed by line-items to aggregate the total amount of the budget. PBB alone cannot inform how much is allocated for each activity under AWP, and vice versa. The “MTEF Management Tool” makes it possible.

2) Dual management by Activity and Line-items (Financial implementation management)

In General, expenditure is recorded manually or electronically by line-items in cash book. However, there is no cashbook which can record each expenditure by activities. The “MTEF Management Tool” provides electronic cashbook part to make it possible.

3) Various reports can be generated automatically (Reporting)

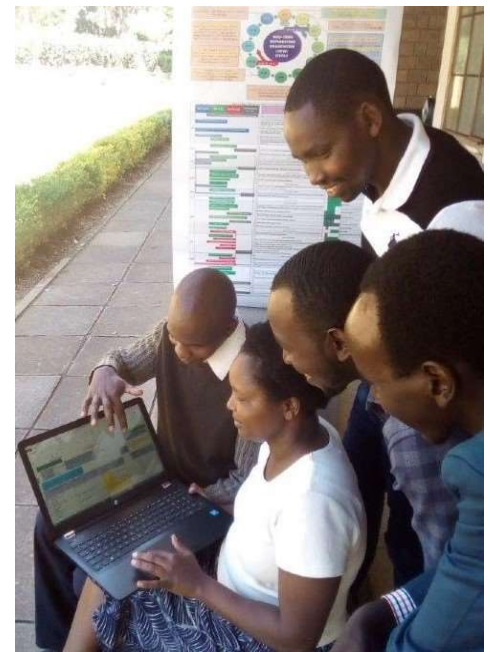
The “MTEF Management Tool” can generate expenditure reports automatically by (1) Program &Sub-Program, (2) Output, (3) Activity, and (4) Line-Item basis. The management information is formed as “Dashboard”.

4) The tool can be used for the whole MTEF Cycle (PDCA)

The “MTEF Management Tool” can be used at various levels individually and can be aggregated. The most significant feature of the tool is the integration of planning process into implementation and financial reporting of AWP. The tool can cover total process of MTEF cycle by using it throughout the year.

The screenshot displays the MTEF Management Tool interface. At the top, it says 'Welcome to "MTEF Management Tool for County Department of Health" (Main Page)'. Below this, there are several sections:

- Dashboard:** Includes buttons for 'Generate Activities', 'Implementation Summary', 'AWP (Implementation planning and the financial control)', 'Financial Record', 'PBB by Line Item', 'Vote Budget by Line Item', 'Program/Sub-Program Base Summary Report 1', 'Output Item Summary Report 2', 'Activity Base Summary Report 3', and 'Line Classification/Line Item Base Summary Report 4'.
- Reports:** Several data tables are shown, including 'PBB by Line Item', 'Activity Base Summary Report 3', and 'Line Classification/Line Item Base Summary Report 4'. These tables have columns for various categories like Program, Sub-Program, Output, Activity, and Line-Item, along with financial data.
- Summary Tables:** At the bottom, there are summary tables for 'County', 'Sub-County', and 'Health Facility' for the period 2018/19, showing 'Total' and 'Selected Total' for 'Allocation', 'Expenditure', and 'Balance'.



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