



CVA Matrix: Financial Management (Payment of Pension)

Annex E

Activity	Responsible Unit/Person	Objective	Risks Factors	Likelihood of Occurrence	Significance of Impact	Control Activities	Assessment	Remarks
Transmission of Masterlist	Masterlisting Section	To facilitate approval and queuing of claims for payment	Unauthorized release of information	High	High	Limited access to IVDMS	No clear policy as to who should and when to release information;	
Receipt and Docketing of Masterlist	PBDU	To docket masterlist for reference in the computation of arrearages					will only be accessed for computation of arrears so if the data are altered at Data Ctr, it can only be known after 5 years	
Posting from application to claimant module	Data Center	For inclusion in the database of active pensioners	Delays	Low	Low			
Printing of Checks	Data Center	To account for total amount payable and to classify intended payees	Wastage/spoilage of checks (checks are printed ahead of DVs); alteration of data	High	High	Reports of Checks Issued (RCI); Masterlist	need to check security of information; No reconciliation of printed and finally issued checks	
Preparation of Report of Checks Issued (RCI) and Summary Report of Checks Issued	Data Center	To serve as basis for preparation of disbursement voucher	Unauthorized release of information; Wrong entries	High	High	no observation made yet		
Funding of Pensions								
Preparation of Disbursement Vouchers per pension	Bookkeeping Section	To authorize payment	Wrong entries	Low	Low	Levels of approval and review and presence of references, e.g. abstract	Printing of checks usually comes after the approval of DVs.	grounds for suspension: 3 RTS, dormant bank account; reports