

**Minute of the Minister for Finance in response to the First and Second Interim Reports of the Committee of Public Accounts on the Annual Report of the Comptroller & Auditor General and Appropriation Accounts 2003 on the Excess Votes incurred on the Votes of the Civil Service Commission and the Office of the Ombudsman**

The Minister notes the Interim Reports of the Committee on the two instances of excess expenditure and endorses the actions taken by the Accounting Officers in the two cases to redress the shortcomings that led to the excesses. He notes a common thread running through the two incidents, in that they occurred in the transition to a new electronic accounting package. There is a vulnerability to error during such a transition when staff are stretched in coping with two systems at once and in becoming familiar with new techniques and procedures. The Minister urges Departments and Offices to give particular attention to this vulnerability in managing the installation of new accounting packages and other significant changes.

Given under the Official Seal of  
the Minister for Finance this  
23rd day of February, 2005

L.S.

Thomas Considine  
Secretary General  
Department of Finance