



## United Nations Development Programme

Empowered lives.  
Resilient nations.

### BACK TO OFFICE REPORT (BTOR)

Submitted by: Mahmoud Alpha Conteh –  
Programme Associate, Democratic  
Governance Cluster

Date Submitted: 18<sup>th</sup> September 2018

#### 1. Mission-Places visited and Period:

Correctional Centers in Makeni, Mafanta, Port Loko, Kambia, Kono, Kenema, Bo and Waterloo

#### 2. Objective of Mission

- The main objective is to monitor and ascertain the work done as against payments that are to be honored for final certifications from the supervising engineer
- To provide feedbacks on uncompleted works and challenges faced by contractors that may require UNDP's interventions

#### 3. Mission Member(s) (include consultants if any)

1. Mahmoud Alpha Conteh – Programme Associate, Democratic Governance Cluster
2. Yusifu Kamara – Driver

#### 4. Brief Summary of the Mission:

On 1 October 2016 the Sierra Leone Correctional Service (SLCS) with support from the United Nations Development Programme (UNDP) and the US Department of State, Bureau of International Narcotics and Law Enforcement Affairs (US/INL) launched their new 27 month 'From Prisons to Corrections' project to:

1. Improve institutional capacity of Correctional Facilities in accordance with international human rights standards for inmates and staff, and
2. Strengthen capacity of SLCS staff to improve on the welfare of inmates and ensure the safety and security of society

In achieving the above mentioned, an activity to refurbish/renovate selected correctional facilities was developed. This activity is ongoing and almost at its end. The Governance Unit Programme Associate monitored the facilities being refurbished in Waterloo, Port Loko, Kambia, Makeni, Mafanta, Kono and Kenema in a bid to ascertain the work done as against payments that are to be honored for final certifications from the supervising engineer. Furthermore, the monitoring was to provide feedbacks on uncompleted works and challenges faced by contractors that may require UNDP's SLCS project interventions.

#### 5. Findings and Action Points of the Mission

The entire refurbishment works has been supervised by UNDP Consultant Engineer Sahr Mbayo and he has also served as the conduit between UNDP and SLCS in ensuring the desired result of this activity is achieved.

One (1) of the refurbishment works is yet to begin in Bo. Contract is on the verge to be signed and works will commence immediately after contract modalities are finalized.

Four (4) of the refurbishment works are complete and awaits supervision and certification by the supervising engineer. In Mafanta facility, plumbing faults were identified around the septic tank and to be addressed by the contractor. Going forward in Makeni, the position of the septic tank was not satisfactory and therefore needs to be further looked into by all parties involved. Furthermore, in Kono it was required by the contractor to plaster the water tower since it will be more decent as opposed to just leaving it plain. In

conclusion, the additional ventilation and lighting at the Kambia facility was satisfactorily done and therefore deemed completed by the contractor.

Three (3) of the refurbishment works are ongoing and therefore incomplete. In Kenema facility, the refurbishment work is abandoned, and the contractor is very reluctant to complete the work. Whereas in Port Loko facility, refurbishment work is in progress and still needs a lot of work to be completed. The two septic tanks are to be demolished and rebuilt following agreed measurements. Already the new septic tanks are being dug. In the Waterloo facility, work is in progress and steadily moving toward completion.

**6. Key counterpart (s) and persons you met in each location and their contact details:**

**Name(s):**

1. Moses B. Conteh – Mafanta – 076873909/077852721
2. Lamin Seasy – Kenema
3. Alusine Kamara – Kono – 079447933/030982109
4. Il IC Roland Chambers – Makeni – 030878969
5. O. S. Momoh – Kambia – 077457186
6. CSP Othimoh Foday Ishmail Kamara – Port Loko - 076617481
7. David Hassan Mansaray – Waterloo – 076893555
8. Idrissa K. Fullah – Waterloo – 080346815

**7. Follow-up Action Matrix:**

- A final supervision to be done by both the supervising engineer and UNDP.
- UNDP to do a written notice to the contractor in Kenema to complete the work as agreed in the contract between him and UNDP

Actions to be taken	By Whom	Expected Completion Date
See follow-up action above	SLCS & Rule of Law Team	December 2018/Jan-March 2019



**Figure 1:** Uncompleted soak-away in Kenema Facility



**Figure 2:** Work in progress at the Waterloo Facility



**Figure 3:** Completed work in Mafanta Facility



**Figure 4:** Completed work at the Kono Facility



**Figure 5:** Work in progress at the Port Loko Facility



**Figure 6:** Completed work at the Kambia Facility

**Recommendations:**

During the monitoring exercise, I called all contractors that needed to improve on their work and those that needed to complete theirs that were not completed after the deadline period. It was brought to the attention of all the head of facilities with regards what needed to be done and at what time of all the contractors. The contractor in Kenema was called but refused to meet me at the Kenema facility in order to remind him of his obligations. It is in this regard the following is recommended.

- UNDP should do a written notification to the contractor in Kenema to meet his obligations as stated in the contract that was signed by both parties.
- The contractor in Waterloo should double his effort to meet the deadline as stated in the contract