

UGANDA ENERGY CREDIT CAPITALISATION COMPANY

ELECTRICITY ACCESS SCALE-UP PROJECT (EASP)

Project Implementation Unit

Terms of Reference for Project Accountant (1 position)

Background

The Government of Uganda (GoU) has received funding from the World Bank for the implementation of the Electricity Access Scale-up Project (EASP) to be implemented over a period of five (5) years. EASP will support GoU's efforts to increase access to electricity for households, refugee and host communities, industrial parks, commercial enterprises and public institutions. This is intended to spur socio-economic transformation, in line with Uganda's Vision 2040, the National Development Plans (NDP III), the 2018 – 2027 Electricity Connection Policy (ECP) adopted in January 2018 and to meet the Sustainable Development Goal 7 (SDG 7) of achieving universal energy access by 2030. EASP activities will build on earlier Government initiatives in the energy sector, to support the expansion and strengthening of the electricity distribution network, scale-up service connections within the network, and increase access to off-grid electricity in refugee settlements and their host communities (outside the existing electricity distribution network), and to clean cooking services and technologies.

The EASP will be implemented by two main entities, namely the Ministry of Energy and Mineral Development (MEMD) and the Uganda Energy Credit Capitalisation Company (UECCC) through Project Implementation Units (PIUs).

The two Implementing Agencies will collaborate closely with the Office of the Prime Minister (OPM), Ministry of Education and Sports (MoES), Ministry of Health (MoH), Ministry of Water and environment (MoWE), Ministry of Local Government, Ministry of Agriculture, and other relevant sector stakeholders to implement the various project activities.

Uganda Energy Credit Capitalisation Company (UECCC) is a Government of Uganda Company in place to facilitate investments in Uganda's Renewable Energy Sector. The UECCC's main objective is to provide financial, technical and other support for renewable energy development in Uganda with particular focus on enabling private sector participation.

The Project Implementation Unit (PIU) at UECCC will be established as part of the UECCC Organogram to implement the financial intermediation component for increasing energy access through stand-alone solar technologies, financing of internal wiring of premises, promotion of

efficient appliances for productive uses, and clean cooking solutions nationwide (at households and institutional level), including in refugees hosting districts. The UECCC will also support electrification of public institutions, including public schools, public health centres, public water supply systems and so on, through stand-alone solar technologies.

The UECCC seeks to engage the services of a Project Accountant to ensure effective and efficient implementation of the EASP project.

Objectives of the Assignment

The Project Accountant will ensure proper financial management and accountability for the resources of the EASP project in line with the World Bank regulations and guidelines.

Scope of Services

The Project Accountant will be dedicated to the EASP project, and will have the following duties and responsibilities:

- a) Provide financial technical advice to the Project Manager, PIU
- b) Maintain the financial and accounting system of the EASP project
- c) Prepare annual budgets, quarterly forecasts and monthly cash flows for the EASP project activities
- d) Prepare funds requisitions to the World Bank based upon agreed budgets and work plans
- e) Oversee the EASP project's day-to-day financial management processes
- f) Prepare EASP books of accounts in accordance with Government of Uganda and World Bank accounting regulations and guidelines
- g) Prepare monthly bank reconciliations for the EASP project's special accounts
- h) Prepare monthly reconciliations of the EASP project investments and portfolio
- i) Prepare the annual and semi-annual Financial Statements of the EASP project
- j) Prepare quarterly budget performance reports to facilitate monitoring and evaluation of the EASP project activities
- k) Ensure accountability of the EASP project resources
- l) Coordinate and facilitate internal and external audits for the EASP project activities and implement audit recommendations
- m) Ensure that the EASP project's accounting and financial reporting systems are continuously updated in line with established procedures and practice
- n) Ensure that monthly statutory returns are submitted to the relevant authorities such as PAYE, NSSF and WHT
- o) Participate in the improvement of the internal control environment of the EASP project as a whole

- p) Carry out any other duties as assigned by the Project Manager, PIU at UECCC, provided these duties contribute to achieving the development objectives of the EASP project.

Minimum Qualifications and Experience Requirements

- a) Honours degree in accounting, business administration/commerce/finance or any other related field from a recognized university
- b) Master's degree in business administration, accounting, finance or related field from a recognized university.
- c) Professional Accounting qualification and membership such as ACCA, CPA, CFA and CA will be an added advantage.
- d) At least five (5) years' experience in financial management, financial analysis and accounting, three (3) years of which should have been spent in public sector accounting and financial management systems role at a project financed by Development Financial Institutions such as the World Bank, ADB, AFD, JICA, China Exim Bank, SIDA, NORAD, KfW, India Exim Bank, Islamic Development Bank, etc
- e) A high level of interpersonal and management skills and ability to work with teams in the organisation at all levels
- f) Must be computer literate, preferably with knowledge of computer accounting packages

Duration of the Assignment

The Project Accountant shall undertake the assignment on a full-time basis for a period of five (5) years subject to satisfactory performance as shall be determined during the annual performance evaluations.

Reporting Arrangements

The Project Accountant shall report to the Project Manager, PIU at UECCC.

Duty Station

The Project Accountant shall be based in the UECCC offices in Kampala, Uganda.