COVID-19 RELIEF FUND

TERMS OF REFERENCE

1. PURPOSE

The purpose of the special account is to receive financial support from individuals, companies and other Governments to support the Country with its fight against the Covid-19 pandemic.

The account will be used to process payments relating to the Covid-19 which will include the cost of running any approved isolation or quarantine facilities, medical supplies and drugs, medical protective clothing and equipment and expenditure in relation to the vaccination campaign.

In the event that a donor makes donations for any specific expenses, the fund will be use strictly for that particular purpose.

2. ACCOUNT DETAILS

Account Name: COVID-19 Relief Funds
Bank Name: Central Bank of Seychelles
Account Number: 14166
Account Currency: SCR (Seychelles Rupees)
IBAN: SC24SSCB11010000000000014166SC

Conditions applicable to the account;

a. The account will be non-interest bearing;
b. No overdraft facility will be allowed on the account;
c. No transaction of a commercial nature will be entered into (i.e. Letters of Credit);
d. The account will be operated by personnels mandated to operate the account as per section 7 of the TOR.

3. TERM

This Terms of Reference is effective from 7th April 2020 until closure of the account.

4. IMPLEMENTING AGENCY

All funds received will go directly towards effort directly associated with the Health Portfolio unless the donor stipulates otherwise and will want to assist another Government's organization.

5. PROCUREMENT PROCESS

The procurement rules of Seychelles as per the Public Procurement Act and Regulations becomes applicable unless the Donor specifically stipulates a specific method.

6. ACCOUNTING PROCEDURE

The Department of Finance will open a grant in transit account under the Treasury information system under the Health Care Agency to record all receipts and all expenditure.

On a monthly basis the Department of Finance will provide the Health Care Agency with a statement of account.

All requests for payment is to be submitted to the Comptroller General for processing with all supporting documents duly approved by the accounting officer of HCA and endorsed by the Minister responsible for the Health portfolio.

7. AUTHORISED SIGNATORY

The Department of Finance will be managing the use of the account. The authorised signatories shall be:

- Secretary of State – Ministry of Finance , National Planning and Trade
- Principal Secretary - Finance
- Comptroller General
- Deputy Comptroller General
- Director of Public Budget Management

8. YEARLY REPORTING AND AUDITING

a. The Accounts will be audited by the Auditor General's office as per the normal Government annual audit
b. A yearly report will be produced and will be made available to the public.