

2016 - 2026
SMART CITY

GO
TIRANA

Strengthening the financial management and control in the Municipality of Tirana

about project

E10



Budget

Undefined



Municipal contribution

Up to 10% of the total value of the project.



Municipal sectors/ directorates

The General Directorate of Financial Management,
The General Directorate of Human Resources,
The General Directorate of Strategic Projects,
The General Directorate of Public Works
The General Legal Directorate of Assets and Licensing.
The General Directorate of Social Services



**BETTER
ECONOMY**

PROJECT DESCRIPTION

This three dimensional project aims to provide:

1. An IT system capable to manage the financial and human resources in the best way possible.
2. The revision of the processes and procedures in force with a focus on improving, harmonising and best handling of the problems as well as compliance with the legal framework in force.
3. Training and capacity building of the staff of the Municipality of Tirana and its subordinate institutions.

OVERALL OBJECTIVE

To strengthen the financial management and control in a qualitative manner by providing an appropriate IT system (HD + SW) for financial and human resources management.

To improve the human capacities in the Municipality of Tirana.

To automatize at a maximum degree the processes in order to have a final solution of a system that includes data on budgeting, expenditures as well as other relevant operational data.

To improve the Human Resources Management.

PROJECT IMPLEMENTATION MODALITY

The first phase will address an analysis of the current situation of the systems in the Municipality of Tirana and the inventory of procedures. During the second phase, the identification of an appropriate IT system will be carried out (Software + Hardware) in order to implement this project. The third phase is related to the analysis of data and procedures as well as the revising them. During the fourth phase, all the procedures will be revised, with the aim to improve the efficiency and horizontal as well as vertical communication. The fifth phase involves the implementation of the relevant modules in the Municipality of Tirana and its Administrative Units and training of the user staff on the implemented systems and the changed procedures. During the last phase, all the necessary reporting will be consolidated and developed according to the agreed periodicities.

PRELIMINARY IMPACT

- ☞ Strengthened financial management and control;
- ☞ Improved procedures and processes in the Municipality of Tirana;
- ☞ Capacity building of the municipality's staff;
- ☞ Harmonized procedures, processes and interaction among its directorates;
- ☞ A proper system implemented aiming to apply multiple processes in the best way possible and make timely decisions with fewer errors:
 - Budget follow-up according to the programs and the subordinate institutions
 - The chronological background of each transaction, enabling a thorough management of the contracts and other commitments.
 - Follow-up of processes, starting from revenue collection to their deposit.
 - Follow-up of processes, starting from the endorsement of various supply contracts, acquisition of assets, services or public works procurements, to their actual provision and their relevant costs.
- ☞ Integration with the Treasury Payment System and with all other current systems and thereafter, as well as with other institutions.



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- ⇒ The accurate and timely identification and management of the rights and obligations as far as avoidance is concerned.
- ⇒ The reporting systems built in order to receive the various required reports accurately and on time.
- ⇒ A proactive environment established and the "firefighting" phenomenon avoided through the implementation of systems and facilitation of the risk management work, and all problems and obstacles addressed on time.
- ⇒ The response and accomplishment time for each routine process significantly reduced
- ⇒ All activities carefully monitored with a view to better manage each process, in order to ensure the achievement of the major objectives of the Municipality of Tirana.



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