

## Highlighting Colour Legend:

- Yellow :** report has been submitted to and approved by AusAID  
**Blue :** report has been submitted to AusAID but is not yet approved  
**White:** report not yet due

Reference	Description	Provided/ Due Date	Primary Responsibility	Status
<b>2007</b>				
7.6.1	Security Plan	August	PM	Provided to AusAID 31/07/07 Revised October 2008 and noted by AusAID 14/11/08
C 15.2	Commercial Banking Institutions Briefing with Recommendations	August	FMS	Approved by AusAID 17/08/07
2.27	Initial Review and Institutional Needs Assessment Report (including initial Capacity Development Framework and TA Plan)  Capacity Development Framework	December	PSMS	Approved by TSCMIC 29/11/07  Updated November 2008
2.35	Infrastructure maintenance priorities	October	Specialists	Agency workplans included in Quarterly Progress Report, October-December 2007
6.4	Recruitment Strategy (complements Technical Assistance Trust Account Manual)	September	PM/PSMS/ ISP Canberra	Approved by AusAID 12/10/07  Reviewed October 2008 and 14/11/08
7.3	Risk Management Policy, Plan and Guide	November	RiskMS	Approved by AusAID 5/12/07
5.5	Quarterly Progress Reports including 5.7 Quarterly Financial Reports	Sept, Dec	PM  FMS	Accepted by AusAID September 2007 December 2007
7.7	Communications Plan and Procedures	November	PM	Approved by AusAID 05/12/07 Revised and resubmitted 09/10/08
7.10	Situation Analysis : Current Status of the Development and Implementation of Gender & HIV/AIDS Policies and Strategies in Transport Sector Agencies	December	PSMS	Submitted to AusAID for information 17/12/07
7.8	Quality Assurance Plan (integrated into PPM)	Q4	ISP Canberra	Submitted 31/1/08 as part of PMM Approved by AusAID 1 July 2008
7.10	Environment Compliance Policy and Plan	December	ES	Submitted to AusAID 16/12/07 Approved subject to updating 01/02/08 Approved by AusAID 25/03/08
7.5	Monitoring and Evaluation Plan and Framework	November	M&ES	Approved by AusAID 14/12/07 with minor revisions. Final copy approved 27/02/08  ISP Framework and Tool approved by AusAID 2/4/08
7.9	<ul style="list-style-type: none"> <li>• Contractor Performance Monitoring &amp; Evaluation Framework (ISP)</li> <li>• Program</li> <li>• Program Management and Supervisory Contractor</li> </ul>			
2.54	Report on application of current MoU to statutory authorities	December	FMS	Approved by AusAID 18/01/08

Reference	Description	Provided/ Due Date	Primary Responsibility	Status
<b>2007</b>				
	PNG Transport Sector Public Bodies Asset Maintenance Trust Account FPM	March	FMS	Submitted 29/02/08 Accepted subject to minor revisions. Resubmitted 16/10/08
6.2	Program Procedures Manual (includes Contracting Strategy and	December	ISP Canberra	First submitted 31/1/08 Approved by AusAID 01/07/08
	Probity [Anti-Corruption Anti-Fraud] Strategy)	December	FMS	Approved by AusAID 23/10/07
6.3	Financial Procedures Manual includes:	December	FMS	Submitted to AusAID 18/12/07. Agreed subject to minor revisions. To be resubmitted 2008.
	Assets Maintenance Imprest Account Manual (DoW and Bougainville)*	Oct-Nov	FMS	Approved by AusAID DoW AMIA Manual 18/10/07 Bougainville TA Manual 29/10/07
6.4	Technical Assistance Trust Account Manual (Recruitment Strategy complements this Manual)*	June November	FMS	Approved by AusAID 19/09.2/07
7.4	Transition Reports (TSSP-IP, BCTREP, ASF)	Q3-Q4	RMS	Accepted by AusAID TSSP IP 09/11/07, revised 09/12/07 BCTREP 13/11/07 ASF approved by TSCMIC 29/11/07
5.2	Inception Report	January	PM	Submitted to AusAID 08/01/08 Approved with Annex 5 (Personnel & Other Resource Schedule) subject to further negotiations.
<b>2008</b>				
7.5	M&E Proposal for Baseline Study - Finnroad and DoW	January	M&ES	Submitted to AusAID 31/01/08. Revised 25/03/08 Approved 30/03/08
	Socio-Economic Baseline Study PNG Road Infrastructure	July	M&ES	Provided to AusAID July 2008
	TSSP Adviser Recruitment Feedback Survey	September	M&ES	Provided to AusAID October 2008
	GoPNG Governance, and Capacity Building Preliminary Study	October	M&ES	Released to agencies October 2008
	TSSP Advisor Situation Analysis Review	October	M&ES	Provided to AusAID for information.
5.5	Quarterly Progress Reports (retitled Six Monthly Progress Report) <sup>1</sup>	Q1	PM	Submitted to TSCMIC Members 31/04/08 <sup>2</sup>
		Q2	PM	Submitted to TSCMIC Members 25/09/08 <sup>3</sup>
5.7	Quarterly Financial Reports	Q1,2,3,4	FMS	To be submitted to AusAID Q1, 2, 3 and 4
7.2	Annual Plan 2008	Q2	PM	Approved in principle by AusAID 28 June 2008
	Annual Plan 2008/2009	Q1, 2009	PM	Submitted to AusAID January 2009 To be endorsed by TSCMIC Feb09

<sup>1</sup> AusAID approved on 21 May 2008, moving to a 6-Monthly Progress Report (June each year) and an Annual Plan in December of each year.

<sup>2</sup> AusAID has agreed to extend due date by one month to allow for financial reconciliations and associated reporting to be completed.

<sup>3</sup> Approval gained to integrate Quarter 4, QPR with Annual Plan due in December each year.

Reference	Description	Provided/ Due Date	Primary Responsibility	Status
<b>2008</b>				
5.8	TSSP Annual Performance Report	Q2	M&ES	Approved in principle by AusAID 28 June 2008
	ISP Annual Performance Report	Q2	M&ES	Approved in principle by AusAID 28 June 2008
	TSSP Annual Performance Report	Q4	M&ES	
	ISP Annual Performance Report	Q4	M&ES	
2.79	Feasibility Review of the Challenge Fund Facility	March	PM	Initial report submitted by hand 01/03/08 and on hold pending further deliberations within AusAID
6.4	Technical Assistance Mini-Budget Account Operating Procedures	April	PM/FMS	Approved by AusAID 13 May 2008
7.10	HIV/AIDS Strategy and Implementation Plan	Q2	GHAS/PM/ M&ES	Approved 2 June 2008
7.10	Gender Strategy and Implementation Plan	Q2	GC	Submitted to AusAID June 2008, Returned for further work 15 July 2008 Gender Consultant engaged Oct 2008 to redesign.
5.7	Financial Benchmark Study	Q2	FMS	Commenced
15.14	Audit of all Trust and Imprest Accounts by independent auditor	Q4 (Nov)	PM/ISP	Date shift directed by AusAID Submitted Nov 2008
2.2.	PMV Working Party Report	Q4	LA	Provided to AusAID Nov 2008
<b>2009 only</b>				
7.4	Transition Plan KRFG	Q3	RMMS	Draft Plan to be submitted to AusAID Q2, 2009
<b>2009 and 2010</b>				
7.2	Annual Plan	Q4	PM	To be submitted to AusAID January 2009
5.8	Annual Performance Report		M&ES	
5.5	Six Monthly Progress Report	Q2	PM	To be submitted to AusAID July 2009
5.7	Quarterly Financial Reports	Q1,2,3,4	FMS	To be submitted to AusAID Q1, 2, 3 and 4
14.1	Draft Handover Plan	Q3	PM FMS	Rescheduled from 2008 to 2009
15.14	Audit of all Trust and Imprest Accounts by independent auditor	November	PM/ISP	Not yet commenced
<b>2010 only</b>				
7.5	Follow-up socio-Economic Study PNG Road Infrastructure	Q1	M&ES	Not yet commenced
	Program Completion Report to include final independent auditor report on all Trust and Imprest Accounts	Q2	PM/ISP	Not yet commenced