## UNITED NATIONS DEVELOPMENT PROGRAMME Office of Audit and Investigations



**AUDIT** 

OF

**UNDP BANGLADESH** 

Comprehensive Disaster Management Programme Phase II (Project No. 58919, Output Nos. 73416)

Report No. 1472

**Issue Date: 10 September 2015** 



#### Report on the Audit of UNDP Bangladesh Comprehensive Disaster Management Programme Phase II (Project No. 58919, Output No. 73416) Executive Summary

The UNDP Office of Audit and Investigations (OAI), from 23 June to 6 July 2015, through Moore Stephens LLP (the audit firm), conducted an audit of the Comprehensive Disaster Management Programme Phase II (Project No. 58919, Output No. 73416) (the Project), which is nationally implemented with direct support services by the UNDP Country Office in Bangladesh (the Office). The scope of the audit covered the expenditure incurred by the Office as direct support services to the Project. The last audit of the Project covering expenditures incurred through the Office's support services was conducted by OAI in 2014 and covered project expenditure from 1 January to 31 December 2013.

The audit firm conducted a financial audit to express an opinion on whether the financial statements present fairly, in all material aspects, the Project's operations. The audit covered the Project's Combined Delivery Report, which includes expenditure for the period from 1 January to 31 December 2014 and the accompanying Funds Utilization statement.<sup>2</sup> The audit did not include activities and expenses incurred or undertaken at the "responsible party" level, or expenses processed and approved in locations outside of the country (such as UNDP Regional Centres and UNDP Headquarters), or where supporting documentation was not retained at the UNDP Country Office level. The audit did not cover the Statement of Assets as no assets were purchased by the Project. In addition, the audit did not cover the Statement of Cash Position as no separate bank account was established and maintained for the Project.

The audit was conducted under the general supervision of OAI in conformance with the *International Standards* for the *Professional Practice of Internal Auditing*.

#### **Audit results**

Based on the audit report submitted by the audit firm, the results are summarized in the table below:

Project Expenditure*				
Amount Opinion (in \$'000)				
2,016	Unqualified			

\*Expenditures recorded in the Combined Delivery Report were \$13.3 million. Excluded from the audit scope were transactions that relate to Government expenditures (\$8.2 million) and expenditures processed and approved by other UNDP offices outside of the country (\$3.1 m). Government expenditures incurred between January and December 2014 were subject to a separate audit conducted by external auditors. This audit identified excessive payments made to contractors that OAI considered being an overstatement of expenditure by \$252,000.

The audit did not result in any recommendations.

<sup>&</sup>lt;sup>1</sup> The audit of nationally implemented projects, or NIM projects, is the responsibility of the respective UNDP Country Office. However, this NIM project was audited by OAI due to the extensive direct administrative support that the Country Office is providing to the Project.

<sup>&</sup>lt;sup>2</sup> The Funds Utilization statement includes the balance, as at a given date, of five items: (a) outstanding advances received by the project; (b) depreciated fixed assets used at the project level; (c) inventory held at the project level; (d) prepayments made by the project; and (e) outstanding commitments held at the project level.

### United Nations Development Programme Office of Audit and Investigations



#### Implementation status of previous OAI audit recommendations

The previous audit (Report No. 1388, issued on 16 September 2014), did not result in any recommendations.

Antoine Khoury
Officer-in-Charge
Office of Audit and Investigations

#### **MOORE STEPHENS**

# UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP) AUDIT REPORT

12 August 2015

### FINANCIAL AUDIT OF THE UNDP DIRECTLY IMPLEMENTED (DIM) PROJECT

### COMPREHENSIVE DISASTER MANAGEMENT PROGRAMME PHASE II

Project name: Comprehensive Disaster Management Programme Phase II

UNDP Country Office: Bangladesh

Atlas Project ID: 00058919

Atlas Output number: 00073416

Auditor: Moore Stephens LLP

Period subject to audit: 1 January to 31 December 2014

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	COMBINED DELIVERY REPORT	

#### **EXECUTIVE SUMMARY**

Moore Stephens LLP conducted the financial audit of Comprehensive Disaster Management Programme Phase II (Project ID 00058919 and Output 00073416) (the project), directly implemented by UNDP Bangladesh for the year ended 31 December 2014. The audit was undertaken on behalf of UNDP, Office of Audit and Investigations (OAI).

We have issued audit opinions as summarised in the table below and as detailed in the next section:

Statement of ExpenditureUnqualifiedStatement of Fixed AssetsNot applicableStatement of Cash PositionNot applicable

We have not raised any findings as a result of our audit.

Mark Henderson Partner

Moore Stephens LLP 150 Aldersgate Street London EC1A 4AB

#### THE AUDIT ENGAGEMENT

#### **Audit Objectives and Scope**

The objective of the financial audit was to express an opinion on the DIM project's financial statements which include:

- Expressing an opinion on whether the financial expenses incurred by the project between 1
  January and 31 December 2014 and the funds utilization as at 31 December 2014 are fairly
  presented in accordance with UNDP accounting policies and that the expenses incurred were: (i)
  in conformity with the approved project budgets; (ii) for the approved purposes of the project; (iii)
  in compliance with the relevant regulations and rules, policies and procedures of UNDP; and (iv)
  supported by properly approved vouchers and other supporting documents.
- Expressing an opinion on whether the statement of fixed assets presents fairly the balance of
  assets of the UNDP project as at 31 December 2014. This statement must include all assets
  available as at 31 December 2014 and not only those purchased in a given period. Where a DIM
  project does not have any assets or equipment, it will not be necessary to express such an
  opinion.
- Expressing an opinion on whether the statement of cash held by the project presents fairly the cash and bank balance of UNDP project as at 31 December 2014.

The scope of the audit relates only to transactions concluded and recorded against the UNDP DIM project between 1 January and 31 December 2014. The scope of the audit did not include:

- Activities and expenses incurred or undertaken at the level of "responsible parties", unless the
  inclusion of these expenses is specifically required in the request for proposal; and
- Expenses processed and approved in locations outside the country such as UNDP Regional Centres and UNDP Headquarters and where the supporting documentation is not retained at the level of the UNDP country office.

#### **AUDIT OPINIONS**

#### Independent Auditor's Report to UNDP - Comprehensive Disaster Management Programme Phase II

#### Statement of Expenditure

#### **Unqualified Opinion**

We have audited the accompanying Combined Delivery Report (CDR) and Funds Utilization statement totalling \$ 13,328,547.45 ("the statement") of the UNDP project 00058919 'Comprehensive Disaster Management Programme Phase II' for the period from 1 January to 31 December 2014. CDR expenditure totalling \$ 11,312,806.01, comprised of government expenditure of \$ 8,231,769.46 and expenditure not processed or approved by UNDP Country Office Bangladesh of \$ 3,081,036.55, was not within the scope of our audit.

Management is responsible for the preparation of the statement for the 'Comprehensive Disaster Management Programme Phase II' and for such internal control as management determines is necessary to enable the preparation of a statement that is free from material misstatement, whether due to fraud or error.

Our responsibility is to express an opinion on the statement based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the project's preparation of the statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the project's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Unqualified Opinion**

In our opinion, the attached Combined Delivery Report (CDR) and Funds Utilization statement presents fairly, in all material respects, the expenses of \$ 2,015,741.44 incurred by the project 'Comprehensive Disaster Management Programme Phase II' for the period 1 January to 31 December 2014 in accordance with UNDP accounting policies and were i) in conformity with the approved budget; (ii) for the approved purposes of the project; (iii) in compliance with the relevant regulations and rules, policies and procedures of UNDP; and (iv) supported by properly approved vouchers and other supporting documents.

Mark Henderson Partner

Moore Stephens LLP 150 Aldersgate Street London EC1A 4AB

#### Independent Auditor's Report to UNDP - Comprehensive Disaster Management Programme Phase II

#### Statement of Assets and Equipment

We noted that the UNDP project Comprehensive Disaster Management Programme Phase II had no assets or equipment and accordingly a Statement of Assets and Equipment was not produced.

#### Independent Auditor's Report to UNDP - Comprehensive Disaster Management Programme Phase II

#### Statement of Cash Position

We noted that the UNDP project Comprehensive Disaster Management Programme Phase II did not have a dedicated bank account for DIM project activities subject to audit and accordingly a Statement of Cash Position was not produced.

#### MANAGEMENT LETTER

We have not raised any findings as a result of our audit.

Mark Henderson Partner

Moore Stephens LLP 150 Aldersgate Street London EC1A 4AB

#### **Annexes**

#### Annex 1: Combined Delivery Report

Combined Delivery Report By Project

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Report ID: ungledrp

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#### Selection Criteria:

Business Unit: BGD10
Period: Jan-Dec (2014)
Selected Project Id: ALL
Selected Fund Code: ALL
Selected Dept. IDs: ALL
Belected Outputs: 00073416

Outpu	t ld : 00058919 Comprehensive Disaster ! 1#: 00073416 CDMP Phase II	nariagom	Period : Impl: Partner : Location :	Jan-Dec (2014) 00256 National Execution Bangladesh Country Office Gen.	
- Marie - A. Garage	remedicina estama elem tapismo si intermedicina estama estama elemento el relación de la defene elemento delimento el meso estama el meso e	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
Dept:	39203 (Bangladesh -Crisis Prev &Rcvry)				
Fund :	04000 (Core Programme, UNU Centre)				
	71305 - Local Consult,-Sht Term-Tech	0.00	18.23	0.00	18.23
Fotal fo	r Fund 04000	0.00	18.23	0.00	18.23
und :	30000 (PROGRAMME COST SHARING)				
	61305 - Salaries - IP Staff 61306 - Post Adjustment - IP Staff 62305 - Dependency Allowances-IP Staff 62310 - Contrib to JI Staff Pens Fd-IP 62316 - Contrib to The Staff Pens Fd-IP 62316 - Contrib to medical, social in 62320 - Mobility, Hardship, Non-remova 62320 - Mobility, Hardship, Non-remova 62340 - Annual Leave Expense - IP 63330 - Ed Grt Incl Trul&Allow-IP Stf 63335 - Home Leave Trul & Allow-IP Stf 63350 - Contribution to EOS Benefits 63355 - Contribution to EOS Benefits 63535 - Contribution to Training 63545 - Contribution to ITT 63550 - Contribution to IN JFA 63550 - Contribution to UN JFA 63550 - Contribution to UN JFA 63550 - Contributions to ASHI Reserve 65115 - Payroll Mgt Cost Recovery ATLA 71205 - Inti Consultanis-Sht Term-Tech 71405 - Service Contracts-Individuals 71410 - MAIP Premium SC 71415 - Contribution to Security SC 71405 - Travel Tickets-International 71410 - Travel Tickets-Incorp	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	207,603.60 92,466.73 8,436.28 65,521.95 3,794.05 18,944.01 3,160.86 12,925.07 8,016.62 11,262.69 13,477.35 3,600.83 4,501.04 1,500.34 6,901.60 900.20 24,005.58 1,931.40 9,700.63 211,503.08 808,545.48 3,308.23 29,743.04 4,051.65 993,70	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	207,603,60 92,466,73 8,436,28 65,521,95 3,794,05 16,944,01 3,160,68 11,252,69 13,477,35 3,600,33 4,601,04 1,500,34 1,500
	71815 - Deliy Subsistence Allow-Ind 71620 - Deliy Subsistence Allow-Local 71630 - Shipment 71635 - Irawel - Other 72105 - Svc Co-Construction & Engineer 72105 - Svc Co-Construction & Engineer 72115 - Svc Co-Studies & Research Serv 72170 - Svc Co-Humanitarian Aid & Reff 72170 - Svc Co-Humanitarian Aid & Reff 72220 - Fumiture 72200 - Acquisition of Communic Equip 72410 - Acquisition of Audio Visual Eq 72415 - Courter Charges	0.00 2,120.10 2,802.58 101,691.11 0.00 1,052,327.02 3,390.801.56 0.00 424,136.52 63.43 -5,229.57 2,307.37 1,230.49	7,898,55 50,413,51 0,00 2,723,46 615,193,05 0,00 1,050,018,73 119,72 43,421,90 0,00 97,50	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0	993.70 7,868.55 52,533.61 2,802.58 104,414.57 515,193.05 1,052,327.02 3,390,801.56 1,050,018.73 424,256.24 43,484.73 -5,229.57 2,404.97

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#### Combined Delivery Report By Project

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Page 2 of 6 Run Time: 19-03-2015 07:03:15

Project Id: 00058919 Comprehensive Olsaster Ma Output #: 00073416 COMP Phase II	inagem	Period : Impl. Partner : Location :	Jan-boc (2014) 00256 National Execution Bangladesh Country Office Gen.	
City adversariation of control ( April 10 and 10 an	Govi Exp	UNDP Exp	UN Agencies Exp	Total Exp
72425 - Mobile Telephone Charges	4,744.21	0.00	0.00	4,744.21
72435 - E-mail-Subscription	45,279.30	0.00	0.00	45,279,30
72440 - Connectivity Charges	0.00	96.00	0.00	96.00
72445 - Common Services-Communications	0.00	- 58.31	00,00 00,00	- 58.31 15.890.10
72505 - Stationery & other Office Supp	15,890,10	0.00 5,112.60	0.00	5,112.60
72515 - Print Media	0.00	12,100.10	0.00	12,100.10
72605 - Grants to Instit & other Benef 72810 - Acquis of Computer Software	24.595.47	33.93	0.00	24,629.40
73110 - Custodial & Cleaning Services	12,492.90	0.00	0.00	12,492.90
73120 - Utilities	1,076.30	0.00	0.00	1,076.30
73205 - Premises Alternations	78.15	0.00	0.00	78,15 8,090,69
73405 - Rental & Maint-Other Office Eq	8,090.69	0.00	0.00	72,318,35
73410 - Maint, Oper of Transport Equip	72,318.35	0.00 0.00	0.00	19,348.87
74210 - Printing and Publications	19,348.87 0.00	11.902.03	0.00	11,902.03
74325 - Contrib To CO Common Security 74505 - Insurance	472.79	0.00	0.00	472.79
74525 - Sundry	6,157.31	7.043.71	0.00	13,201.02
75105 - Facilities & Admin - Implement	0.00	606,017.08	0.00	606,017.08
75705 - Learning costs	49,695,29	2,673.06	0.00	52,368.35
75707 - Learning - subsistence allowan	0.00	24,08	0.00	24.08
76120 - Unrealized Loss	0.00	5,960.07	0.00 0.00	5,960.07 57,36
75125 - Realized Loss	0.00	57.36 - 1,113.96	0.00	- 1.113.96
76130 - Unrealized Gain 76135 - Realized Gain	0.00	- 2,278.55	0.00	- 2.278.55
Total for Fund 30000	5,232,490.34	3,974,211.13	59,327.65	9,266,029.12
Fund: 30079 (EUROPEAN COMMISSION)				
61305 - Salaries - IP Staff	0.00	38,235,26	0.00	38,235.26
61310 - Post Adjustment - IP Staff	0.00	15,938.22	0.00	16,938.22
62305 - Dependency Allowances-IP Staff	0.00	1,683.33	0.00	1,683.33 12,281.75
62310 - Contrib to Jt Staff Pens Fd-IP	0.00	12,281.75 712.86	0.00 0.00	712.86
62315 - Contrib. to medical, social in	0.00	3,408.07	0.00	3,408.07
62320 - Mobility Hardstep, Non-remova 62340 - Annual Leave Expense - IP	0.00	1,412.42	0.00	1,412.42
63330 - Ed Grt Incl Tryl&Allow-IP Stf	0.00	584.00	0.00	584.00
63335 - Home Leave Tryl & Allow-IP Stf	0.00	1,310.41	0.00	1,310.41
63530 - Contribution to EOS Benefits	0.00	2,069.01	0.00	2,059.01 2,159.30
63535 - Contribution to Security	0:00	2,159.30	0.00 0.00	662.08
63540 - Contribution to Training	0.00	682.08 827.60	0.00	827.60
63545 - Contribution to ICT	0.00	275.86	0.00	275.86
63550 - Contributions to MAIP 63555 - Contribution to UN JFA	0.00	1.268.99	0.00	1,268.99
63560 - Contributions to Appendix D	0.00	185.52	0.00	165.52
65115 - Contributions to ASHI Reserve	0.00	4,413.87	0.00	4.413.87
65135 - Payroll Mgt Cost Recovery ATLA	0.00	321.90	0.00	321.90 168.430.17
71205 - Intl Consultants-Sht Term-Tech	0.00	168,430.17	0.00 0.00	- 21:47
71305 - Local ConsultSht Term-Tech	0.00	- 21.47 130.002.74	9.00	130,002.74
71405 - Service Contracts-Individuals	0.00	546.38	0.00	546.38
71410 - MAIP Premium SC 71415 - Contribution to Security SC	2.00	4,917.03	0.00	4,917.03
71605 - Travel Tickets-International	0.00	884.38	0.00	884.38
71610 - Travel Tickets-Local	0.00	1,578.65	0.00	1,578.55

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#### Combined Delivery Report By Project

Page 3 of 6 Run Time: 19-03-2015 07:03:15

Project Id : 00058919 Comprehensive Disaster & Output # : 00073416 CDMP Phase II	fanagem	Period : Impl. Partner : Location :	Jan-Dec (2014) 00256 National Execution Bangladesh Country Office Gen.	in the second
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71615 - Daily Subsistance Allow-Intl	0.00	2,089.14	0.00	2.089.14
71620 - Daily Subsistence Allow-Local	1,675.79	49,475.57	0,00	51,151,36
71635 - Travel - Other	13,066,48	545.09	0.00	13.611.57
71640 - Prepaid Travel Advance	0.00	0.86	0.00	0.86
72105 - Svc Co-Construction & Engineer	00,0	- 297.43	0.00	- 297,43
72115 - Svc Co-Natural Resources & Env	587,455.21	0.00	0.00	587,455.21
72125 - Svc Co-Studies & Research Serv	2,045,721.55	0.00	0.00	2,045,721.55
72170 - Svc Co-Humanilarian Aid & Relf	0:00	325,074,13	0.00	325,074.13
72220 - Furniture	103,186.51	0.00	0.00	103,186.51
72370 - Security related goods and mat	41,216.83	0.00	0.00	41,216.83
72405 - Acquisition of Communic Equip	232.05	0.00	0.00	232 05
72415 - Courier Charges	876.55	0:00	0.00	876.55
72420 - Land Telephone Charges	1,357.71	0.00	0.00	1,357.71
72425 - Mobile Telephone Charges	5,785.17 29,496.61	0.00 0.00	0.00	5,785.17
72435 - E-mail-Subscription 72505 - Stationery & other Office Supp	13,105.40	0.00	0.00	29,496.61 13,105.40
72515 - Print Media	0.00	1.042.50	0.00	1,042.50
73110 - Custodial & Cleaning Services	14,120.61	0.00	0.00	14,120.61
73120 - Utilities	2,650.92	0.00	0.00	2,650.92
73205 - Premises Alternations	164.47	0.00	0.00	164.47
73405 - Rental & Maint-Other Office Eq	4,855.53	0.00	0.00	4,855.53
73410 - Maint, Oper of Transport Equip	31,261,37	0.00	0.00	31,261.37
74110 - Audit Fees	0.00	12,210.00	0.00	12,210.00
74210 - Printing and Publications	62,778.68	0.00	0.00	62,778.68
74505 ~ Insurance	2,849.51	0.00	00,0	2,849.51
74525 - Sundry	10,081.31	0.00	0.00	10,081,31
74599 - UNDP cost recovery chrgs-Bills	0.00	144.90	0.00	144.90
75105 - Facilities & Admin - Implement	0.00	264,928.08	0.00	264,928.08
75705 - Learning costs	27,340.86	0.00	0.00	27,340.86
75707 - Learning - subsistence allowan	0.00	54.51	0.00	54.51
76120 - Unrealized Loss	0.00	18,615.64	0.00	18,615.64
76125 - Realized Loss	0.00	11,475.53	0.00	11,476.53
76130 - Unrealized Gain	0.00	- 17,333.07	0.00	- 17,333.07
76135 - Realized Gain	0.00	- 95.00	0.00	- 95.00
Total for Fund 30079	2,999,279.12	1,062,999.78	0.00	4,052,278.90
Total for Dept: 39203	8,231,769.46	5,037,229.14	59,327.65	13,328,326.25
Dept: 39205 (Bangladesh -Energy & Envirnmnt)				
Fund: 30000 (PROGRAMME COST SHARING)				
75105 - Facilities & Admin - Implement 75705 - Learning costs	0.00	2.37 33.91	0.00	2.37 33.91
Total for Fund 30000	0.00	36.28	0.00	36.28
	4,44			11.60
Fund: 30079 (EUROPEAN COMMISSION)				
71620 - Oaily Subsistence Allow-Local 75105 - Facilities & Admin - Implement	0.00	172.82 12.10	0.00	172.82 12.10

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	Govi Exp	UNDP Exp	UN Agencies Exp	Total Exp
eta) for Fund 30079	0.00	184.92	0.00	184.92
otal for Dept : 39205	0.00	221.20	0.06	221.20
tal for Output: 00073416	8,231,769.46	5,037,450.34	59,327.65	13,328,547.45
oject Total :	8,231,769,46	5,037,450.34	59,327.65	13,328,547.45
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Moore Stephens LLP

Combined Delivery Report By Project

UN Development Programme Report ID: unglcdrp

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Selection Criteria:

Business Unit: BGD10
Period: Jan-Dec (2014)
Selected Project Id: ALL
Selected Deph. Ibs: ALL
Selected Outputs: 00073416

Project id: ALL Output #: ALL		Period: Impl. Partner: Location:	Jan-Dec (2614)	
The second secon	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
39203 - Bangladesh -Crisis Prev &Rcvry 39205 - Bangladesh -Energy & Environment	8,231,769.46 0.00	5,037,229.14 221.20	59.327.55 0.00	13,328,326.25 221.20

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#### IN UN Development Programme Combined Delivery Report By Project Page 6 of 6 Run Time: 19-03-2015 07:03:17 Funds Utilization election Criteria: lusiness Unit : BGD10 'eriod : Jan-Dec (2014) 'elected Project Id : ALL 'elected Fund Code : ALL 'elected Dept. IDs : ALL 'elected Outputs : 00873416 Project/Award: 00058919 Comprehensive Disaster Managem Period: As at Dec 31, 2014 Output # 00073416 Impl. Partner :00256 National Execution UNDP AMOUNT 0.00 Outstanding NEX advances 0.00 Undepreciated Fixed Assets 0.00 0.00 Prepayments

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Commitments

Mark Henderson Partner

Moore Stephens LLP

12 August 2015

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#### **Audit finding priority ratings** Annex 2:

The following categories of priorities are used:

Low

High Action is considered imperative to ensure that UNDP is not exposed to high risks. (Critical)

Failure to take action could result in major consequences and issues.

Medium Action is considered necessary to avoid exposure to significant risks. Failure to take action could result in significant consequences. (Important)

Action is considered desirable and should result in enhanced control or better value for money. Low priority recommendations, if any, are dealt with by the Auditors directly with the Office management, during the exit meeting and through a separate memo subsequent to the fieldwork. Therefore, low priority recommendations are not

included in the audit report.