

**UNITED NATIONS DEVELOPMENT PROGRAMME**  
**Office of Audit and Investigations**



*Empowered lives.  
Resilient nations.*

**AUDIT**  
  
**OF**  
  
**UNDP SENEGAL**

**PROGRAMME D'URGENCE DE DEVELOPPEMENT COMMUNAUTAIRE (PUDC)**  
**(Directly Implemented Project No. 86871, Output Nos. 94053, 107853, and 107854)**

**Report No. 2159**  
**Issue Date: 5 August 2019**

**Report on the Audit of UNDP Senegal**  
**Programme d'Urgence de Développement Communautaire (PUDC)**  
**(Project No. 86871, Output Nos. 94053, 107853, and 107854)**  
**Executive Summary**

The UNDP Office of Audit and Investigations (OAI), through BDO LLP (the audit firm), from 20 to 31 May 2019, conducted an audit of the project entitled *Programme d'Urgence de Développement Communautaire* (Project No. 86871, Output Nos. 94053, 107853, and 107854) (the Project), which is directly implemented and managed by the UNDP Country Office in Senegal (the Office). The last audit of the Project was conducted by OAI, through Moore Stephens LLP in 2018 and covered project expenses from 1 January to 31 December 2017.

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 expenses for the period from 1 January to 31 December 2018 and the accompanying Funds Utilization statement<sup>1</sup> as of 31 December 2018 well as the Statement of Cash Position as of 31 December 2018. The audit did not include activities or expenses processed and approved in locations outside of the country (such as UNDP Regional Centres and UNDP Headquarters). In addition, the audit did not cover the Statement of Assets as no assets were held by 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 and corresponding management letter submitted by the audit firm, the results are summarized in the table below:

Project Expenses*			Cash	
Amount (in \$ '000)	Opinion	NFM** (in \$ '000)	Amount (in \$ '000)	Opinion
13,866	Qualified	613	47	Unmodified

\*Expenses recorded in the Combined Delivery Report were \$15,857,763. Excluded from the audit scope were transactions that relate to expenses processed and approved by other UNDP offices outside of the country (\$1,991,366).

\*\* Net Financial Misstatement

The audit firm qualified its opinion on project expenses totaling \$612,851 and issued eight recommendations to address the risks out of which three recommendations were considered high priority where prompt action is needed. The high priority recommendations were issued due to expenditures that were not in conformity with the approved budget and purposes of the project; payments made in excess of the contract amount; and transactions as well as receipt of good and services not sufficiently backed-up by proper supporting documentation.

<sup>1</sup> The Funds Utilization statement includes the balance, as at a given date, of five items: (a) outstanding advances received by the project; (b) undepreciated 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.

**Key recommendations:** Total = 8, high priority = 3

The eight recommendations aim to ensure the following:

Objectives	Recommendation No.	Priority Rating
Reliability and integrity of financial and operational information	1	High
	2	Medium
Effectiveness and efficiency of operations	3	High
Compliance with legislative mandates, regulations and rules, policies and procedures	4	High
	5, 6, 7, 8	Medium

For high (critical) priority recommendations, prompt action is required to ensure that UNDP is not exposed to high risks. Failure to take action could result in major negative consequences for UNDP. All high (critical) priority recommendations are presented below:

Expenditure not related to the project (Issue 1)	<p>The audit noted that the 2018 Combined Delivery Report (CDR) included expenditures amounting to \$295,916 that were not specifically related to the project. Furthermore, these expenditures, which were not incurred during the project implementation period, were not sufficiently documented. This incorrectly recorded expenditure caused an overstatement of the project expenditure in the 2018 CDR.</p> <p><u>Recommendation:</u> The Office should ensure that expenditures in the CDR relate to the approved and intended purposes of the project, and that all expenditures incurred are related to the project period.</p>
Payment made in excess of signed contract amount (Issue 3)	<p>The Office made payments exceeding the total value of a contract signed with a vendor. The payment in excess amounted to \$94,894. There was no amendment to the initial contract to substantiate this additional payment.</p> <p><u>Recommendation:</u> The Office should ensure that all payments are made in compliance with amounts stipulated in the contract.</p>
Insufficient proof of receipt of goods and services by final beneficiaries (Issue 4)	<p>The receipt of some machinery items was reported with insufficient proof of delivery. The proof of delivery obtained did not include the total quantity of items indicated on the vendor invoice and did not indicate the name and signature of the beneficiary receiving the items. In addition, the contract stated the the payment was to be made after delivery, installation, commissioning and training of beneficiaries. But there was no proof that the installation of machines and training of beneficiaries was done by the supplier prior to, or after, payment. Thus, goods and services valued at \$193,603 were assessed as not eligible.</p> <p><u>Recommendation:</u> The Office should ensure that a) adequate supporting documents are maintained to prove that all goods and services have been received; and b) payments are made strictly according to the contract requirements.</p>

In addition, there are four medium (important) priority recommendations, which means, “Action is required to ensure that UNDP is not exposed to risks. Failure to take action could result in negative consequences for UNDP”. These recommendations include actions to address the correct recording of expenditures; adequate supporting documentation of transactions; proper monitoring of consulting services; strengthening of procurement procedures; and regular Steering Committee meetings.

**Implementation status of previous OAI audit recommendations:** Report No. 1963, 24 August 2018.

Total recommendations: 3  
Implemented: 1  
In progress: 1  
Withdrawn: 1

The pending recommendation pertains to financial arrangements with donor not sufficiently formalized. Its implementation is in progress.

**Management comments and action plan**

The Resident Representative of Senegal accepted all of the eight recommendations and is in the process of implementing them. Comments and/or additional information provided have been incorporated into the report, where appropriate.



Helge  
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2019.08.05  
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Helge S. Ostveiten  
Director  
Office of Audit and Investigations



UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

## **FINAL AUDIT REPORT**

Financial audit of the UNDP directly implemented project  
'Programme d'Urgence de Développement Communautaire'

Atlas Project ID: 00086871 and Outputs:  
0094053/00107853/00107854

Senegal

## IDENTIFICATION

Project name:	Programme d'Urgence de Développement Communautaire (PUDC)
Output name:	PUDC/Payroll PUDC/ TRAC PUDC
UNDP Country Office:	Senegal
Atlas Project:	00086871
Atlas Outputs:	0094053/00107853/00107854
Auditor:	BDO LLP
Period subject to audit:	1 January to 31 December 2018



## Table of Contents

<b>IDENTIFICATION .....</b>	<b>2</b>
<b>EXECUTIVE SUMMARY .....</b>	<b>4</b>
AUDIT OPINIONS .....	4
MANAGEMENT LETTER SUMMARY .....	4
PRIOR YEAR AUDIT .....	5
<b>THE AUDIT ENGAGEMENT .....</b>	<b>6</b>
<b>AUDIT OPINIONS.....</b>	<b>7</b>
PROJECT FINANCIAL POSITION .....	7
STATEMENT OF FIXED ASSETS .....	9
STATEMENT OF CASH .....	10
<b>MANAGEMENT LETTER.....</b>	<b>12</b>
<b>ANNEXES.....</b>	<b>26</b>
ANNEX 1: COMBINED DELIVERY REPORT .....	26
ANNEX 2: STATEMENT OF ASSETS AND EQUIPMENT .....	35
ANNEX 3: STATEMENT OF CASH .....	36
ANNEX 4: AUDIT FINDING PRIORITY RATINGS.....	38

## EXECUTIVE SUMMARY

BDO LLP conducted the financial audit of the “Programme d’Urgence de Développement Communautaire (PUDC)” Project #00086871 and Outputs #0094053/00107853/00107854) (“the project”), directly implemented by UNDP Senegal for the year ended 31 December 2018. The audit was undertaken on behalf of UNDP, Office of Audit and Investigations (OAI).

### Audit opinions

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

<b>Project Financial Position</b>	Qualified
<b>Statement of Fixed Assets</b>	Not Applicable
<b>Statement of Cash</b>	Unmodified

### Management letter summary

As a result of our audit, we have raised 8 audit findings with a net financial impact totalling \$ **612,851.40** as summarised below:

No.	Title	Priority	Net financial impact \$
1	Expenditures not related to the project	High	295,916
2	Expenditure incurred after the project period (Cut-off error)	Medium	16,056
3	Payment made in excess of signed contract amount	High	94,894
4	Insufficient proof of goods/services received by final beneficiaries	High	193,603
5	Transactions not sufficiently documented	Medium	12,382
6	Weaknesses/Inconsistencies in work/consultant contract monitoring	Medium	-
7	Weaknesses in procurement procedures	Medium	-
8	Irregular meetings of the Steering Committee	Medium	-
<b>Total</b>			<b>612,851</b>



### Prior year audit

The project was audited in the prior year and the implementation status of the recommendations is as follows:

No.	Title	Summary of observation	Summary of recommendation	Recommendation implemented?
1	Financial arrangements with donor not sufficiently formalized	The receipt of funding from the Government of Senegal was not sufficiently formalized by the Office. Furthermore, the Office did not ensure that contributions were available for the implementation of planned activities.	<p>The Office should transfer all assets and liabilities to the donor.</p> <p>On any future government cost-sharing projects, the Office should ensure that:</p> <ul style="list-style-type: none"> <li>• project documents are concluded with a schedule of payments.</li> <li>• Supplementary documents, such as cost sharing agreements, are signed, and</li> <li>• contributions are available for the implementation of planned activities.</li> </ul>	<p>Partially implemented</p> <p>(i) Not implemented (Only for future projects)</p> <p>(ii) Not implemented (Only for future projects).</p> <p>(iii) Partially implemented: There have been some improvements on availability of contributions in 2018.</p>
2	Non-compliance with budget override policy	<p>The Office implemented an override mechanism that allowed the bypassing of the Atlas system of budget control and to create Atlas purchase orders for all commitments that were outside Atlas which resulted in a corrected commitments balance of \$ 52,542,519 as at 31 December 2017.</p> <p>The procedure contained in the Office's own override policy was not adhered to.</p>	<p>On any future government cost-sharing projects, the Office should ensure that:</p> <ul style="list-style-type: none"> <li>• The budget override policy is updated to reflect the Operational Guide of the Internal Control Framework; and</li> <li>• As and when necessary, the override policy is duly implemented and fully adhered to.</li> </ul>	<p>Not applicable</p> <p>(i) Our audit on 2018 has not found any evidence of commitments being recorded outside of Atlas</p> <p>(ii) Our testing revealed that expenditure recorded in the CDR subject to audit included \$ 221,500 incurred in 2015; \$ 10,233,729 incurred in 2016; \$ 52,542,519 in 2017 and \$27,234,275 in 2018.</p>
3	Transaction recorded twice	<p>The reception of the relevant goods was mistakenly recorded twice, on both lines of the purchase order at different dates.</p> <p>The effect of the transaction being recorded twice was that the expenditure amount of \$ 47,506.06 was recorded twice in the CDR</p>	<ul style="list-style-type: none"> <li>• The Office cancelled the transactions associated with reception document 18894 in response to this audit finding.</li> <li>• In line with UNDP's POPP (Atlas Financial Closure Instructions), the Office should review all pending and open purchase orders prior to Atlas financial closing procedures taking place. This will allow any errors to be identified and corrected before the CDR is finalized.</li> </ul>	Implemented

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[Date]

## THE AUDIT ENGAGEMENT

### Audit Objectives and Scope

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

- Expressing an opinion on whether the financial expenses incurred by the project between 1 January and 31 December 2018 in the Combined Delivery Report (CDR), the Funds Utilization statement as at 31 December 2018 and the accounts receivable and accounts payable as at 31 December 2018 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, at net book value, presents fairly the balance of depreciated assets of the UNDP project as at 31 December 2018. This statement must include all assets available as at 31 December 2018 and not only those purchased in a given period.

Where a DIM project does not have any assets or equipment, it is not 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 the UNDP project as at 31 December 2018.

In cases where the cash transactions of the audited DIM project are made through the country office bank accounts, this type of opinion is not required.

The Financial Audit was conducted in accordance with the International Standards of Auditing (ISA), the 700 series. As applicable, the audit report provides the progress made in implementing the recommendations raised in the previous year's audit report.

The scope of the audit relates only to transactions concluded and recorded against the UNDP DIM project between 1 January and 31 December 2018. 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 - Programme d'Urgence de Développement Communautaire (PUDC)

#### Project Financial Position

#### To the Director of the Office of Audit and Investigations, United Nations Development Programme

We have audited the financial position of the UNDP Project ID: 00086871, Output ID 0094053/00107853/00107854, PUDC/ Payroll PUDC/ TRAC PUDC for the period from 1 January to 31 December 2018, which includes: (a) the accompanying Combined Delivery Report (CDR); (b) the Funds Utilization statement ("the statement"); and (c) the project-related accounts receivable and accounts payable.

The CDR expenditure, totalling \$ 15,857,762.84, is comprised of expenditure directly incurred by the UNDP Country Office in Senegal for an amount of \$ 13,866,396.83 and expenditure incurred by entities other than the Country Office for an amount of \$ 1,991,366.01. Our audit only covered the expenditure directly incurred by the UNDP Country Office in Senegal of \$ 13,866,396.83.

#### Qualified opinion

In our opinion, except for the effects of the matters described in the basis for qualified opinion section of our report, the accompanying CDR and Funds Utilization statement present fairly, in all material respects, the expenses of \$ 13,866,396.83 directly incurred by the UNDP Country Office in Senegal and charged to the project for the period 1 January to 31 December 2018 in accordance with UNDP accounting policies and 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.

#### Basis for qualified opinion

We have made financial findings totalling \$ 612,851, as set out in the Management Letter section of our report, which represent amounts included in the Combined CDR and Funds Utilization statement presented to us for audit which, in our opinion, were either (i) not in conformity with the approved budget; (ii) not for the approved purposes of the project; (iii) not in compliance with the relevant regulations and rules, policies and procedures of UNDP; or (iv) not supported by properly approved vouchers and other supporting documents. These findings represent 4.4 % of the total expenditure amount reported and are therefore considered material in the context of our audit.

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those provisions and standards are further described in the 'Auditor's responsibilities' section of this report.

We are independent of UNDP in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants. We have fulfilled our other ethical responsibilities in accordance with these requirements, and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management responsibilities

Management is responsible for the preparation of the CDR and the Funds Utilization statement of the project and for such internal control as management determines is necessary to enable the preparation of a CDR and Funds Utilization statement that are free from material misstatement, whether due to fraud or error.

### Auditor's responsibilities

Our objectives are to obtain reasonable assurance about whether the CDR and the Funds Utilization statement are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these documents.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the CDR and the Funds Utilization statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 organization's internal control.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



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31 July 2019



## Independent Auditor's Report to UNDP - Programme d'Urgence de Développement Communautaire (PUDC)

### Statement of Fixed Assets

We noted that the UNDP project Programme d'Urgence de Développement Communautaire (PUDC) had transferred all assets to the Government of Senegal and accordingly a Statement of Fixed Assets was not produced.

## Independent Auditor's Report to UNDP - Programme d'Urgence de Développement Communautaire (PUDC)

### Statement of Cash

#### To the Director of the Office of Audit and Investigations, United Nations Development Programme

We have audited the accompanying Statement of Cash of the UNDP project ID: 00086871, Programme d'Urgence de Développement Communautaire (PUDC), output ID 0094053/00107853/ 00107854, PUDC/ Payroll PUDC/ TRAC PUDC as at 31 December 2018.

#### Unmodified Opinion

In our opinion, the attached Statement of Cash presents fairly, in all material respects, the cash and bank balance of the UNDP project PUDC amounting to \$46,883.41 as at 31 December 2018 in accordance with UNDP accounting policies.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those provisions and standards are further described in the Auditor's responsibilities section of this report.

We are independent of UNDP in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants, and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management responsibilities

Management is responsible for the preparation of the Statement of Cash and other financial records for the project's activities and for such internal control as management determines is necessary to enable the preparation of the Statement of Cash to be free from material misstatement, whether due to fraud or error.

#### Auditor's responsibilities

Our objectives are to obtain reasonable assurance about whether the Statement of Cash is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the Statement of Cash.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Statement of Cash, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



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31 July 2019





## MANAGEMENT LETTER

The audit findings and recommendations arising from the financial audit of the project are set out in our management letter below:

Finding n°: 1		Title: Expenditure not related to the project				
<b>Observation:</b>						
<p>The Programme document serving as funding agreement between UNDP Senegal CO and the Government of Senegal stipulates that only commitments made as part of the programme implementation and related to the programme should be supported by the Government of Senegal (donor).</p> <p>Also, all transactions should be recorded within the correct reporting period and processed using sound financial principles and substantiated by sufficient appropriate documentation.</p> <p>However, we noted that the UNDP CO reported in the CDR some expenditures that were not specifically related to project. Furthermore, these expenditures, which were not incurred during the project implementation period, were not sufficiently documented.</p> <p>This incorrectly recorded expenditure gave rise to an overstatement of project expenditure in the 2018 CDR for PUDC Phase 1.</p> <p>Details of the transactions concerned by this finding are shown in the table below:</p>						
Transaction Id	Accounting Date	Vendor Name	Description	Amount XOF	Amount USD	Comments
SEN10-00122091-1-1-ACCR-DST	01/10/2018	PROJET SEN PUDC	Fonctionnem. Directio.Nat.PUDC	141,541,100	246,461.48	See details on Note 1 below
SEN10-00122355-1-1-ACCR-DST	24/10/2018	MONDIAL COM	PREMIERE TRANCHE	25,844,706	45,002.65	See details on Note 2 below
SEN10-00118921-1-1-ACCR-DST	16/02/2018	SINPAC SARL	FACT N 044/11/2017	2,556,775	4,452.04	See details on Note 3 below
TOTAL				169,942,581	295,916.16	
<p><b>Note 1:</b> The amount of \$ 246,461.48 concerns PUDC national office running costs for the second phase of the programme. Consequently, it is not related to the PUDC Phase 1. Moreover, the expenditure was incurred after the project period and no supporting documentation was provided.</p> <p>Proof of transfer of funds from the UNDP Senegal CO Project dedicated bank account to the PUDC National Office account was provided.</p> <p><b>Note 2:</b> The amount of \$ 45,002.65 concerns a grant awarded by the UNDP Senegal CO to the Partner “Intelligence Magazine” in October 2018 under a Memorandum of Understanding between both parties dated 18 August 2017. It is specifically related to the organisation of the meeting of the Paris Scientific Committee that took place in December 2017.</p> <p>The nature of this activity and the topic of the meeting (reform of the global education system) are not related to the objective, component and budget of the project under audit.</p> <p><b>Note 3:</b> The amount of \$ 4,452.04 concerns the purchase of a replacement drone that had previously put at the disposal of the project by the Government of Senegal. The project budget does not cover such expenditure.</p>						
Priority: High						
Recommendation:						

We recommend that only expenditures made for approved and intended purposes of the Project should be included in the CDR.

The UNDP CO should also ensure that all expenditures incurred are related to the project period.

**Management comments:**

First, we would like to reiterate that UNDP Senegal office will never, unless the organization's rules allow it, make an expenditure that is not previously planned.

- For the payment of USD 246,461.48: Indeed, this payment was made from PUDC I funds. At the beginning of the year 2018, our CO received full funding for PUDC1 for the period of January to August 2018. These resources were supposed to cover running costs, staff salaries as well as contract payments.

However, on June 29<sup>th</sup>, 2018, we received a communication from the Prime Minister to UNDP Administrator, which abruptly terminated the project effective June 30<sup>th</sup> 2018.

We were left with no choice but to release the staff from service. Some of the staff were rehired by the Government to ensure continuity of the PUDC1 Program. At this point of time, we made the decision, following the government's request, to release the resources associated with the running costs and staff salaries of the months of July and August 2018.

- For the USD 45,002.65: the aim of the Paris scientific committee meeting of 2017 was to gather international partners around the *Education* thematic, and principally on Capacity building at the community level and therefore, was viewed as part of supporting the PUDC project. This meeting was an opportunity for us to communicate on PUDC and sensitize on resources mobilization opportunities pertaining to building and strengthening the capacities of the rural population that was benefiting from the amenities/services of the PUDC. In fact, as a positive outcome of the Paris meeting, the Government of Senegal received a substantial funding from African Development Bank to support this project.
- For the USD 4,452.04: We acknowledge that this expenditure was not part of the PUDC I AWP. As mentioned in the note to file inserted in the payment voucher documentation, this expenditure was made to replace a drone borrowed from the Government and that was destroyed during one of the PUDC events in rural areas. Our CO decided to proceed with the purchase of a new drone to replace the one that was destroyed under our watch, but property of the Government of Senegal.

**Auditors' response:**

We take good note of the UNDP CO comments. However, we maintain our findings for the following reasons:

- The release of the resources associated with the PUDC running costs and staff salaries for July and August 2018 should not normally be considered as project expenditure since it is not related to the PUDC 1 project and had not actually been incurred by the CO. It should rather be considered as a cash transfer between the CO and the Project Management Unit resulting from the project closure.
- Even though the Paris scientific committee meeting impacted on the resource mobilization aspect of the project, we cannot attribute this activity to any project budget line as described in Annex 1, Page 17 of the revised programme documents. Consequently, it should not be considered as the project direct cost but rather as part of GMS.

Furthermore, apart from the documentation supporting the grant award (MoU, Budget, Invitation letter), there were no relevant evidence supporting the actual costs incurred by the grantee.

**Finding n°: 2****Title: Expenditure incurred after the project period (Cut off error)****Observation:**

Section 4.2 of the Programme document states that “Any expenditures that have been made or commitments made outside UNDP rules and procedures will not be eligible”. Also, according to UNDP financial rules, all transactions should be recorded within the correct reporting period and processed using sound financial principles.

An important aspect of sound financial management is that project expenditure should be recognised in the period in which it was incurred. In order to ensure accurate reporting of project expenditure, project funds committed by the UNDP CO after the project operational closure on 30 June 2018 should not be recognised as expenditure in the Combined Delivery Report (CDR).

However, we noted that the CO recorded expenditures in the Project CDR which were committed and incurred after the project operational closure.

A breakdown of the total amount reported is detailed below:

Transaction Id	Accounting Date	Vendor	Description	Amount USD	Comments	Notes
UNDP1-0000233027-1-1	06/07/2018	2019	Expense Accrual	2,926.46	About the training of 2 PUDC staff on Geographical Information System	1
UNDP1-0000233217-1-1	06/07/2018	2019	Expense Accrual	2,961.94	Invitation was received in June but actual expenses (Flight cost and DSA) were committed and incurred in July 2018.	
UNDP1-0000233027-3-1	06/07/2018	PUDC Staff 1	Expense Accrual	1,918.37	Moreover, both staff contracts with UNDP ended in 30 June and their attendance to the training should not be covered by UNDP rules.	
UNDP1-0000233217-3-1	06/07/2018	PUDC Staff 2	Expense Accrual	1,918.37		
SEN10-00122975-1-1-ACCR-DST	07/12/2018	4771	Facture 5 laptops	6,330.61	PO dated 07/12/2012	2
TOTAL				16,055.75		

**Priority: Medium****Recommendation:**

We recommend that expenditures be recorded in the correct period. Prior to completion of the Project Financial Report, the CO should review the project transaction listing to identify transactions not relating to the Project operational period and ensure that these transactions are not included in the CDR.

**Management comments:**

- 1) For the first four cases listed above related to the PUDC staff travel, we have indeed received the request in June 2018 and travel arrangements started then. The staff visas were only received in the week of July, which is the time the tickets and DSA were issued.
- 2) The laptops-related expenditure (USD 6,330.61) that was charged to the PUDC I was a result of an erroneous accounting entry which has already been corrected through GLJE# 8077325.

**Auditors' response:**

- 1) Travel arrangements made after the project closure should have been transferred to the Project Management Unit because both PUDC staff contracts ended on 30 June 2018. So, expenditures related to the training in July 2019 should not be made through the rules and procedures of the UNDP CO.
- 2) We take note that the accounting entry related to the laptops was later corrected.

Finding n°: 3	Title: Payment made in excess of signed contract amount				
<b>Observation:</b>					
Section 4.2 of the Programme document states that "Any expenditures that have been made or commitments made outside UNDP rules and procedures will not be eligible". Also, all payment should be made only for goods purchased or services provided according to the signed contract.					
We noted that the CO made payments exceeding the total value of a contract signed with a vendor. There was no amendment to the initial contract to substantiate this additional payment.					
Details of the additional non-contractual payment are show in the table below:					
Contract reference	Vendor	Contract amount (XOF)	Total amount paid (XOF)	Variance (XOF)	Variance (US\$)
022/2016/PUDC/PNUD	0000010171	179,143,200	233,640,278	54,497,078	94,894.21
The CO was aware of this additional payment and a refund request letter was sent to the vendor on 18 March 2018. However, the refund had not been made at the end of audit fieldwork.					
Priority: High					
<b>Recommendation:</b>					
The UNDP CO should ensure that all payments are made in compliance with amounts stipulated in the contract.					
<b>Management comments:</b>					
The auditors' recommendation is well noted. Kindly note that this overpayment was identified by the CO way before this audit and all the necessary actions were undertaken to recover this amount. Follow up is consistently ongoing, until the total amount is fully recovered.					

**Finding n° : 4****Title: Insufficient proof of goods and services received by final beneficiaries****Observation:**

Regulation 22.01 of UNDP Financial Regulations and Rules stipulates that the UNDP CO shall “Cause all payments to be made on the basis of supporting vouchers and other documents which ensure that the services or goods have been received...”.

We noted that the purchase of some machinery items (Transaction reference SEN10-00119490-1-1-ACCR-DST) was reported with insufficient proof of delivery. The proof of delivery obtained did not include the total quantity of items indicated on the vendor invoice.

In addition, we noted that the contract provides for payment after delivery, installation, commissioning and training of beneficiaries. Nevertheless, we have received no proof that the installation of machines and training of beneficiaries was done by the supplier prior to, or after, payment.

The items for which there is insufficient evidence of receipt of goods and services are detailed below:

Expenditure amounting to XOF 111,185,000 (\$ 193,603.27) related to goods and services for which insufficient proof of delivery is provided is considered to be ineligible.

Items	Invoice Information			Delivery note quantity	Difference	Financial Impact (XOF)	Other Comments
	Unit Price	Quantity	Total (XOF)				
Couples Moulins Décortiqueurs Diesel	1,975,000	224	442,400,000	178	46	9	Lack of proof of delivery for 46 machines. Several delivery notes for the 178 machines do not include signature of UNDP staff.
Couples Moulins Décortiqueurs Electriques	1,210,000	52	62,920,000	51	1	1	Lack of proof of delivery for 1 machine. Furthermore, we noted a lack of phone contact for some beneficiaries. There is no clarity about who the beneficiary is when only the “chef de village” or other authority signs the note and the beneficiary signature space is empty.
Moulins à céréales diesel	1,580,000	8	12,640,000	8	0	0	Scanned documents barely legible. No financial impact.
Moulins à céréales électriques	825,000	5	4,125,000	5	0	0	Lack of phone contact for some beneficiaries. Also, there is no clarity on who the beneficiary is when only the “chef de village” or other authority signs the note and the beneficiary signature space is empty. The delivery Note for Kébemer is signed in “P.O.” (pour ordre) without any proof of Delegation. Lack of signatures of UNDP staff. No financial impact.
Décortiqueuses à céréales Diesel	1,275,000	21	26,775,000	6	15	1	Delivery of 15 machines are not signed by any beneficiary or the UNDP in the note received. The note is only signed by the supplier.
<b>TOTAL</b>			<b>548,860,000</b>			<b>111,185,000</b>	

**Priority: High**

**Recommendation:**

The CO should ensure that adequate supporting documents are maintained to prove that all goods and services have been received and therefore that the associated costs are eligible for inclusion in the CDR.

Payments should also be made strictly according to the contract requirements.

**Management comments:**

The UNDP Country office refutes this comment from the auditors. All payments made under this project are in accordance with UNDP rules and procedures. In this particular case, the payment was made following the delivery, the installation of the equipment (310, in total) and the training of the beneficiaries.

Due to the high volume of the delivery notes (more than a hundred pages each), the office made a decision to separate the filing from the payment vouchers. In addition, our office has made sure that delivery of every equipment was completed and well documented. The auditors had the opportunity to visit the filing room.

Kindly note that additional documentation with auditors subsequently to the audit mission.

**Auditors' response:**

We have not received any additional documents as described in the comment of the UNDP CO. Consequently, we maintain our finding.



**Finding n°: 5**      **Title: Transactions not sufficiently documented**
**Observation:**

According to the IPSAS accounting rules, all transactions should be adequately evidenced with original and sufficient documentation that can be confirmed through verification and audit.

The table below shows transactions related to the transportation of machines (rice hullers, mills, etc.) from Dakar to Kolda, the first by an army helicopter, and the other two by truck, for which sufficient documentation was not presented to evidence or allow complete verification of the related costs.

Details are shown in the table below:

Transaction Id	Date	Vendor	Description	USD Amount	Comments
SEN10-00118552-1-1-ACCR-DST	18/01/2018	9757	REMBT TRANSPORT DE FRET AERIEN	5,464.38	No proof of transport of goods.
SEN10-00119281-3-1-ACCR-DST	09/03/2018	11383	FACT 2 DEPLOIEMENT CAMIONS	3,365.34	Lack of contract and proof of service done.
SEN10-00119281-2-1-ACCR-DST	09/03/2018	11383	FACT 2 DEPLOIEMENT CAMIONS	3,552.30	
<b>TOTAL</b>				<b>12,382.02</b>	

We also noted that:

For the helicopter delivery:

- Payment was made to a physical person instead of an institution (Etat Majeur);
- The additional costs for the use of a helicopter for the transport of machines have not been justified. The records provided showed that the helicopter delivery approximately the same time as the truck delivery.

**Priority: Medium****Recommendation:**

The UNDP CO should ensure that sufficient supporting documents are maintained to support all costs declared in CDR.

**Management comments:**

The CO refutes these assertions from the auditors.

- First, the payment was made by F10 (reimbursement). Due to the urgency in implementing the activity, the amount of resources needed to purchase kerosene for the helicopter was advanced by the National Director of PUDC and he has just been reimbursed through the F10.
- Secondly, all costs for using this helicopter have been justified through the supporting documents of the voucher (#118552) shared with the auditors during and after the audit mission. The Helicopter delivery time is not the same for the truck (please, read carefully the 5<sup>th</sup> paragraph of the note to file for the same voucher which states that: *The Senegalese army provided a helicopter to the PUDC to transport equipment urgently..... Considering the distance between Dakar and Kolda, the journey by truck would have taken at least 2 days. Note that we were one day off the delivery of these equipment.*

**Auditors' response:**

We understand that this transaction was made in the case of an emergency. However, the supporting documents provided were not sufficient.

**Finding n°: 6****Title: Weaknesses/Inconsistencies in work/Consultant contract monitoring****Observation:**

According to the rules and procedures applied by the UNDP Senegal CO from the beginning of the project, works achieved by selected vendors are approved by an independent firm and UNDP experts before payment. Consultants' timesheets should also be approved by their supervisor before the payment of fees.

However, we observed that, towards the end of the project, this procedure was not applied consistently. Some work settlement sheets (Décompte de travaux) were not signed by the consulting firm controlling the work achieved by contractors and were only approved by UNDP experts. While approval of work by UNDP experts only may be sufficient in some circumstances, it is not as strong a control as certification provided by an independent firm. Furthermore, there were also no internal rule defining threshold above which independent consulting firm certification should always apply; in which case UNDP experts' approval should be insufficient.

Details are provided below:

Transaction Id	Date	Vendor	Description	USD Amount	Comments
SEN10-00122087-1-1-ACCR-DST	01/10/2018	9714	Decompte 4/ Contrat 0664/2015	337,108.42	Detailed "Decompte" not approved by consulting firm

We also noted weaknesses in the justification and payment of consultant fees. Not all consultants' timesheets were not approved by their supervisor. Furthermore, in many cases, the deliverable reports from consultants contained only one page of information, even in the last month of the project, when more detailed information would have been expected from consultants.

**Priority: Medium****Recommendation:**

The UNDP CO should define and apply rules providing for consistency in the monitoring of works and consulting activities.

Consultants timesheets should be always approved by supervisors. A requirement should be included in the consultants' contract to ensure that reports and other deliverables meet expectations and are prepared in a consistent manner.

**Management comments:**

UNDP has set the rules and procedures for the invoice and timesheet certification and validation. These rules are well documented through the PUDC SOPs and memos which were shared with auditors during the mission. For our case, it should be noted that the incremental payments were made after June 30<sup>th</sup>, 2018, when some of supervisors' and control firms' contracts were discontinued. But the UNDP office ensured that the expected deliverables from consultants and firms were well achieved prior to making any payment.

**Auditors' response:**

The UNDP CO should revise the rules and procedures to allow more consistency in the monitoring of work. We maintain our finding.

<b>Finding n°: 7</b>	<b>Weaknesses in some procurement procedures</b>
<p><b>Observation:</b></p> <p>The POPP Section 2.0 Policies covering “Procurement methods” stipulates that for services above 150.000 USD the Request for proposal method, which entails Open International Competition, should be used:</p> <p>“Opening competition to the international market provides equal opportunity to all eligible vendors. It entails a public advertisement in globally accessible media. The following conditions must be met:</p> <ol style="list-style-type: none"> <li>The procurement opportunity should be advertised on UNDP’s corporate website;</li> <li>It should be posted in the UN Global Marketplace (i.e., <a href="http://www.ungm.org">www.ungm.org</a>); and</li> <li>Advertisements should remain online for a minimum of two weeks.</li> </ol> <p>Due diligence requires supplementing the advertisement with market research efforts aimed at expanding the competitive field.</p> <p>[...] Prequalification process can be undertaken through an open advertisement, typically as a preliminary step to an invitation to bid or request for proposal.”</p> <p>We noted the following weaknesses regarding the procurement process of DAO/PNUD/PUDC/008/2016 related to the procurement of “<i>Mise en place, formation et accompagnement des comités de gestion des équipements livrés par le PUDC dans 10 régions</i>” that led to three service contracts totalling more than 500.000 USD:</p> <ol style="list-style-type: none"> <li>The Invitation to bid was published in “<a href="http://procurement-notice.undp.org">procurement-notice.undp.org</a>” website. Nevertheless, we found no proof of publication in any other international media (e.g. <a href="http://www.ungm.org">www.ungm.org</a>);</li> <li>The evaluation report for the procurement indicates that the invitation to bid was published in two local newspapers. However, we have received no proof of publication for the second newspaper;</li> <li>The publication in one newspaper, dated the 14 October, stated that the deadline for bidding was 20 September 2016 while the actual deadline was the 20 October 2016.</li> <li>Bidders were given only 1 week (5 working days), instead of a minimum of 2 weeks, to present their bids.</li> </ol> <p>Lack of sufficient time to bid, erroneous published deadlines and limited exposure on national and international media led to the receipt of only one offer per region, with exception of Luga that received three bids. Seven regions received only one bid each and two regions received no bids. This resulted in the launching of a repeat procurement process for these regions two months later.</p>	
<b>Priority: Medium</b>	
<p><b>Recommendation:</b></p> <p>The CO should correctly apply POPP Procurement directives. In cases where this is not possible, the CO should document the justification for the exception to the procurement procedure.</p>	
<p><b>Management comments:</b></p> <p>The CO would like to clarify that the mentioned procurement process was conducted in 2016, while this audit exercise covers the period of 2018. This process has already been covered through previous audits and our CO provided required justification.</p> <p>In view of this, we consider this point as “out of scope”, and that this audit note should therefore be removed.</p>	

**Auditors' response:**

We acknowledge that the procurement process was conducted in 2016 but considering that important payments have been made in 2018 based on the outcome of this procurement procedure, we feel that it important to report the issues.

<b>Finding n°: 8</b>	<b>Title: Irregular meetings of the Steering Committee</b>
<p><b>Observation:</b></p> <p>According to Paragraph IV.3.1 of the Programme document, “The Steering Committee will meet quarterly and more frequently as needed and will have the following responsibilities:</p> <ul style="list-style-type: none"> <li>• Define and adopt strategic directions on program implementation and ensure program ownership responsibilities.</li> <li>• Validate the annual work plan and related budget and approve the technical and financial implementation report for each year.”</li> </ul> <p>We noted that the steering committee quarterly meetings were not held as required by paragraph IV.3.1 of the programme document. We received no evidence that the Steering Committee met in the period from 2016 to 2018.</p> <p>With no evidence of regular meetings of this important programme stakeholder group which plays a fundamental governance role, we do not have sufficient assurance that oversight functions were properly exercised by the Steering Committee during the project implementation period.</p>	
<b>Priority: Medium</b>	
<p><b>Recommendation:</b></p> <p>Although it is not an obligation of the Agency as part of the Direct Implementation Modality, the CO should ensure that all key stakeholders play a full role as defined by the programme document.</p>	
<p><b>Management comments:</b></p> <p>Comment well noted by the CO and we will take steps to ensure application of this recommendation in future projects.</p>	



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31 July 2019





# Annexes

## Annex 1: Combined Delivery Report



UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 1 of 9  
Run Time: 08-05-2019 19:05:40

#### Selection Criteria :

Business Unit: SEN10  
Period: Jan-Dec (2018)  
Selected Project Id: ALL  
Selected Fund Code: ALL  
Selected Dept. IDs: ALL  
Selected Outputs: 00094053,00107853,00107854

Project Id : 00086871	Programme d'Urgence de Develop	Period :	Jan-Dec (2018)	
Output # : 00094053	Programme d'Urgence de Develop	Impl. Partner :	99999 UNDP	
		Location :	Senegal	
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

Dept: 37001 (Senegal - Central)

Fund: 04000 (Core Programme, UNU Centre)

71305 - Local Consult.-Sht Term-Tech	0.00	10,530.77	0.00	10,530.77
71360 - Local Consult-Security	0.00	185.06	0.00	185.06
71505 - UN Volunteers-Stipend & Allow	0.00	10,953.49	0.00	10,953.49
71510 - UNV Settling-In-Grant	0.00	4,369.59	0.00	4,369.59
71605 - Travel Tickets-International	0.00	9,044.66	0.00	9,044.66
71615 - Daily Subsistence Allow-Intl	0.00	7,412.34	0.00	7,412.34
71620 - Daily Subsistence Allow-Local	0.00	2,068.21	0.00	2,068.21
71635 - Travel - Other	0.00	498.28	0.00	498.28
72105 - Svc Co-Construction & Engineer	0.00	26,765.88	0.00	26,765.88
72115 - Svc Co-Natural Resources & Env	0.00	0.00	0.00	0.00
72210 - Machinery and Equipment	0.00	355.78	0.00	355.78
72215 - Transportation Equipment	0.00	-851.72	0.00	-851.72
72311 - Fuel, petroleum and other oils	0.00	177.04	0.00	177.04
74220 - Translation Costs	0.00	417.22	0.00	417.22
74510 - Bank Charges	0.00	9.38	0.00	9.38
74599 - UNDP cost recovery chrgs-Bills	0.00	86.41	0.00	86.41
74705 - Port Operation	0.00	31.71	0.00	31.71
74910 - Gain/Loss Disposal Fixed Asset	0.00	95,216.56	0.00	95,216.56
76125 - Realized Loss	0.00	-2.90	0.00	-2.90
76135 - Realized Gain	0.00	-144.88	0.00	-144.88
77630 - Dep Exp Owned - ITC	0.00	2,221.56	0.00	2,221.56
77660 - Dep Exp Owned -Vehicle	0.00	4,153.20	0.00	4,153.20

<b>Total for Fund 04000</b>	<b>0.00</b>	<b>173,497.64</b>	<b>0.00</b>	<b>173,497.64</b>
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Fund: 30071 (Programme Cost Sharing GOVt)

71305 - Local Consult.-Sht Term-Tech	0.00	1,250.39	0.00	1,250.39
71565 - UNV-Natl Appoint/Sep incl Trvl	0.00	-149.24	0.00	-149.24
71620 - Daily Subsistence Allow-Local	6,044.61	-2,213.65	0.00	3,831.16
72105 - Svc Co-Construction & Engineer	0.00	9,256,533.31	0.00	9,256,533.31
72110 - Svc Co-Agricultural Management	350.11	0.00	0.00	350.11
72135 - Svc Co-Communications Service	27,130.30	0.00	0.00	27,130.30
72138 - Service Co - Business Analysis	0.00	252,244.32	0.00	252,244.32
72210 - Machinery and Equipment	0.00	1,746,098.63	0.00	1,746,098.63
72215 - Transportation Equipment	0.00	2,347.15	0.00	2,347.15
72311 - Fuel, petroleum and other oils	1,070.43	1,911.76	0.00	2,982.19
72425 - Mobile Telephone Charges	428.89	0.00	0.00	428.89
72510 - Publications	24,435.03	0.00	0.00	24,435.03
73406 - Maintenance of Equipment	0.00	289,060.15	0.00	289,060.15
73420 - Leased Vehicles	4,126.24	0.00	0.00	4,126.24
74525 - Sundry	0.00	-8.27	0.00	-8.27
74910 - Gain/Loss Disposal Fixed Asset	0.00	236,722.91	0.00	236,722.91
75105 - Facilities & Admin - Implement	0.00	356,187.74	0.00	356,187.74



UN Development Programme  
Report ID: unglcdp

### Combined Delivery Report By Project

Page 2 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop	Period :	Jan-Dec (2018)		
Output # : 00094053 Programme d'Urgence de Develop	Impl. Partner :	99999 UNDP		
	Location :	Senegal		
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
75705 - Learning costs	0.00	11,830.49	0.00	11,830.49
75712 - TrnWkshp&Conf - Honorariums	0.00	736.69	0.00	736.69
76120 - Unrealized Loss	0.00	42,408.13	0.00	42,408.13
76125 - Realized Loss	0.00	371,358.53	0.00	371,358.53
76130 - Unrealized Gain	0.00	-18,249.49	0.00	-18,249.49
76135 - Realized Gain	0.00	-77,250.76	0.00	-77,250.76
77630 - Dep Exp Owned - ITC	0.00	3,138.78	0.00	3,138.78
77640 - Dep Exp Owned - F&F	0.00	60.90	0.00	60.90
77660 - Dep Exp Owned -Vehicle	0.00	9,661.26	0.00	9,661.26
77670 - Dep Exp-Hvy Mac & Equip	0.00	112.68	0.00	112.68
Total for Fund 30071	63,585.81	12,483,792.41	0.00	12,547,378.22
Total for Dept : 37001	63,585.81	12,657,290.05	0.00	12,720,875.86
Dept: 37008 (Senegal - Poverty Reduction)				
Fund : 04000 (Core Programme, UNU Centre)				
73410 - Maint, Oper of Transport Equip	0.00	0.00	0.00	0.00
Total for Fund 04000	0.00	0.00	0.00	0.00
Fund : 30071 (Programme Cost Sharing GOV1)				
72175 - Svc Co-Urban, Rural & Regional	0.00	223,378.47	0.00	223,378.47
75105 - Facilities & Admin - Implement	0.00	6,701.35	0.00	6,701.35
Total for Fund 30071	0.00	230,079.82	0.00	230,079.82
Total for Dept : 37008	0.00	230,079.82	0.00	230,079.82
Total for Output : 00094053	63,585.81	12,887,369.87	0.00	12,950,955.68

Output # : 00107853 PAYROLL PUDC		Impl. Partner : 99999 UNDP		
		Location : Senegal		
Dept: 37001 (Senegal - Central)				
Fund : 04000 (Core Programme, UNU Centre)				
71505 - UN Volunteers-Stipend & Allow	0.00	8,968.00	0.00	8,968.00
71520 - UNV-Language Allowance	0.00	199.99	0.00	199.99
71535 - UNV-Medical Insurance	0.00	690.24	0.00	690.24
71540 - UNV-Global Charges	0.00	475.41	0.00	475.41
71541 - UNVs-Contribution to security	0.00	381.15	0.00	381.15
71545 - UNV-Home Leave Travel & Allowa	0.00	33.99	0.00	33.99
71550 - UNV-Resettlement Allowance	0.00	800.00	0.00	800.00
71590 - UNV Development Effectiveness	0.00	2,396.00	0.00	2,396.00



UN Development Programme  
Report ID: unglcdrp

## Combined Delivery Report By Project

Page 3 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop		Period :	Jan-Dec (2018)	
Output # : 00107853 PAYROLL PUDC		Impl. Partner :	99999 UNDP	
		Location :	Senegal	
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

Total for Fund 04000	0.00	13,944.78	0.00	13,944.78
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Fund : 30071 (Programme Cost Sharing GOV1)

61105 - Salaries - NP Staff	0.00	227,691.67	0.00	227,691.67
61305 - Salaries - IP Staff	0.00	44,848.08	0.00	44,848.08
61310 - Post Adjustment - IP Staff	0.00	18,855.22	0.00	18,855.22
62105 - Dependency Allowance-NP Staff	0.00	4,896.13	0.00	4,896.13
62110 - Contrib Joint Staff Pension-NP	0.00	44,998.20	0.00	44,998.20
62115 - Contrib to Med,SocIns-NP Staff	0.00	15,873.53	0.00	15,873.53
62140 - Annual Leave Expense - NO	0.00	33,683.46	0.00	33,683.46
62305 - Dependency Allowances-IP Staff	0.00	9,680.19	0.00	9,680.19
62310 - Contrib to Jt Staff Pens Fd-IP	0.00	15,046.10	0.00	15,046.10
62315 - Contrib. to medical, social in	0.00	869.79	0.00	869.79
62320 - Mobility, Hardship, Non-remova	0.00	6,885.00	0.00	6,885.00
62340 - Annual Leave Expense - IP	0.00	4,483.74	0.00	4,483.74
63125 - Termination indemnity-NP Staff	0.00	1,159.73	0.00	1,159.73
63330 - Ed Grt Incl Trvl&Allow-IP Stf	0.00	5,844.00	0.00	5,844.00
63335 - Home Leave Trvl & Allow-IP Stf	0.00	2,775.00	0.00	2,775.00
63350 - Reimb of Income Tax-IP Staff	0.00	3,197.89	0.00	3,197.89
63530 - Contribution to EOS Benefits	0.00	10,927.32	0.00	10,927.32
63535 - Contribution to Security	0.00	12,384.26	0.00	12,384.26
63540 - Contribution to Training	0.00	1,165.58	0.00	1,165.58
63545 - Contribution to ICT	0.00	4,370.91	0.00	4,370.91
63550 - Contributions to MAIP	0.00	291.36	0.00	291.36
63555 - Contribution to UN JFA	0.00	9,470.33	0.00	9,470.33
63560 - Contributions to Appendix D	0.00	728.51	0.00	728.51
64110 - Separations - NP Staff	0.00	4,553.82	0.00	4,553.82
64310 - Separations - IP Staff	0.00	891.83	0.00	891.83
65115 - Contributions to ASHI Reserve	0.00	28,265.27	0.00	28,265.27
65135 - Payroll Mgt Cost Recovery ATLA	0.00	1,484.37	0.00	1,484.37
71305 - Local Consult.-Shi Term-Tech	0.00	23,059.92	0.00	23,059.92
71405 - Service Contracts-Individuals	0.00	221,987.35	0.00	221,987.35
71410 - MAIP Premium SC	0.00	195.22	0.00	195.22
71415 - Contribution to Security SC	0.00	8,298.14	0.00	8,298.14
71505 - UN Volunteers-Stipend & Allow	0.00	23,780.44	0.00	23,780.44
71520 - UNV-Language Allowance	0.00	1,296.66	0.00	1,296.66
71535 - UNV-Medical Insurance	0.00	2,702.47	0.00	2,702.47
71540 - UNV-Global Charges	0.00	1,315.97	0.00	1,315.97
71541 - UNVs-Contribution to security	0.00	1,010.63	0.00	1,010.63
71550 - UNV-Resettlement Allowance	0.00	1,981.75	0.00	1,981.75
71590 - UNV Development Effectiveness	0.00	6,457.40	0.00	6,457.40
71620 - Daily Subsistence Allow-Local	0.00	9,176.45	0.00	9,176.45
72105 - Svc Co-Construction & Engineer	0.00	140,000.00	0.00	140,000.00
72210 - Machinery and Equipment	0.00	88,801.53	0.00	88,801.53
75105 - Facilities & Admin - Implement	0.00	31,361.58	0.00	31,361.58

Total for Fund 30071	0.00	1,076,746.80	0.00	1,076,746.80
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Total for Dept : 37001	0.00	1,090,691.58	0.00	1,090,691.58
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Dept: 37008 (Senegal - Poverty Reduction)



UN Development Programme  
Report ID: unglcdp

### Combined Delivery Report By Project

Page 4 of 9  
Run Time: 08-05-2019 19:05:4

Project Id : 00086871	Programme d'Urgence de Develop	Period :	Jan-Dec (2018)
Output # : 00107853	PAYROLL PUDC	Impl. Partner :	99999 UNDP
		Location :	Senegal
	Govt Exp	UNDP Exp	UN Agencies Exp
			Total Exp

#### Fund : 30071 (Programme Cost Sharing GOV1)

71305 - Local Consult.-Sht Term-Tech	0.00	244,028.02	0.00	244,028.02
71620 - Daily Subsistence Allow-Local	0.00	76,269.38	0.00	76,269.38
75105 - Facilities & Admin - Implement	0.00	9,608.89	0.00	9,608.89
76125 - Realized Loss	0.00	40.21	0.00	40.21
76135 - Realized Gain	0.00	- 82.05	0.00	- 82.05
<b>Total for Fund 30071</b>	<b>0.00</b>	<b>329,864.45</b>	<b>0.00</b>	<b>329,864.45</b>
<b>Total for Dept : 37008</b>	<b>0.00</b>	<b>329,864.45</b>	<b>0.00</b>	<b>329,864.45</b>
<b>Total for Output : 00107853</b>	<b>0.00</b>	<b>1,420,556.03</b>	<b>0.00</b>	<b>1,420,556.03</b>

Output # : 00107854	TRAC PUDC	Impl. Partner :	99999 UNDP
		Location :	Senegal

Dept: 37001 (Senegal - Central)

#### Fund : 04000 (Core Programme, UNU Centre)

63515 - Security-related Costs	0.00	859.01	0.00	859.01
71305 - Local Consult.-Sht Term-Tech	0.00	3,961.68	0.00	3,961.68
71505 - UN Volunteers-Stipend & Allow	0.00	5,447.52	0.00	5,447.52
71510 - UNV Settling-In-Grant	0.00	2,225.18	0.00	2,225.18
71520 - UNV-Language Allowance	0.00	109.68	0.00	109.68
71535 - UNV-Medical Insurance	0.00	672.06	0.00	672.06
71540 - UNV-Global Charges	0.00	337.41	0.00	337.41
71541 - UNVs-Contribution to security	0.00	208.21	0.00	208.21
71545 - UNV-Home Leave Travel & Allowa	0.00	18.65	0.00	18.65
71550 - UNV-Resettlement Allowance	0.00	438.71	0.00	438.71
71560 - UNV-Intl Appoint/Sep incl Trvl	0.00	1,900.00	0.00	1,900.00
71580 - UNV Development Effectiveness	0.00	1,313.94	0.00	1,313.94
71605 - Travel Tickets-International	0.00	3,020.32	0.00	3,020.32
71615 - Daily Subsistence Allow-Intl	0.00	18,537.12	0.00	18,537.12
71620 - Daily Subsistence Allow-Local	0.00	71,159.79	0.00	71,159.79
71635 - Travel - Other	0.00	14.78	0.00	14.78
72105 - Svc Co-Construction & Engineer	0.00	33,411.36	0.00	33,411.36
72220 - Furniture	0.00	325.25	0.00	325.25
72311 - Fuel, petroleum and other oils	0.00	1,338.55	0.00	1,338.55
72402 - Building Maintenance	0.00	995.12	0.00	995.12
72425 - Mobile Telephone Charges	0.00	6,653.27	0.00	6,653.27
72520 - Electronic Media	0.00	4,224.54	0.00	4,224.54
73120 - Utilities	0.00	601.58	0.00	601.58
73125 - Common Services-Premises	0.00	13,813.02	0.00	13,813.02
73205 - Premises Alternations	0.00	90.02	0.00	90.02
73310 - Maint & Licencing of Software	0.00	466.20	0.00	466.20
73410 - Maint, Oper of Transport Equip	0.00	2,575.81	0.00	2,575.81
74225 - Other Media Costs	0.00	45,583.21	0.00	45,583.21
74505 - Insurance	0.00	1,098.04	0.00	1,098.04



UN Development Programme  
Report ID: unglcdpr

# Combined Delivery Report By Project

Page 5 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop		Period : Jan-Dec (2018)		
Output # : 00107854 TRAC PUDC		Impl. Partner : 99999 UNDP		
		Location : Senegal		
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
74510 - Bank Charges	0.00	62.42	0.00	62.42
74599 - UNDP cost recovery chrgs-Bills	0.00	21.69	0.00	21.69
75705 - Learning costs	0.00	9,981.86	0.00	9,981.86
76110 - Foreign Exch Translation Loss	0.00	63.63	0.00	63.63
76125 - Realized Loss	0.00	160.06	0.00	160.06
76135 - Realized Gain	0.00	-482.89	0.00	-482.89
<b>Total for Fund 04000</b>	<b>0.00</b>	<b>231,206.80</b>	<b>0.00</b>	<b>231,206.80</b>
<b>Fund : 11411 (Risk reserve RBA)</b>				
72105 - Svc Co-Construction & Engineer	0.00	95,403.06	0.00	95,403.06
76125 - Realized Loss	0.00	1,117.13	0.00	1,117.13
<b>Total for Fund 11411</b>	<b>0.00</b>	<b>96,520.19</b>	<b>0.00</b>	<b>96,520.19</b>
<b>Fund : 11999 (Development Advisory Services)</b>				
72205 - Office Machinery	0.00	3,404.53	0.00	3,404.53
72805 - Acquis of Computer Hardware	0.00	6,590.50	0.00	6,590.50
73310 - Maint & Licencing of Software	0.00	1,472.70	0.00	1,472.70
76125 - Realized Loss	0.00	1.55	0.00	1.55
76135 - Realized Gain	0.00	0.00	0.00	0.00
<b>Total for Fund 11999</b>	<b>0.00</b>	<b>11,469.28</b>	<b>0.00</b>	<b>11,469.28</b>
<b>Fund : 30071 (Programme Cost Sharing GOV1)</b>				
63515 - Security-related Costs	0.00	5,416.02	0.00	5,416.02
71305 - Local Consult.-Sht Term-Tech	0.00	140,637.91	0.00	140,637.91
71605 - Travel Tickets-International	0.00	2,781.68	0.00	2,781.68
71615 - Daily Subsistence Allow-Intl	0.00	2,817.74	0.00	2,817.74
71620 - Daily Subsistence Allow-Local	0.00	101,079.71	0.00	101,079.71
71625 - Daily Subsist Allow-Mtg Partic	0.00	119.46	0.00	119.46
72105 - Svc Co-Construction & Engineer	0.00	-34,667.46	0.00	-34,667.46
72130 - Svc Co-Transportation Services	0.00	224.01	0.00	224.01
72145 - Svc Co-Training and Educ Serv	0.00	6,691.89	0.00	6,691.89
72205 - Office Machinery	0.00	4,806.31	0.00	4,806.31
72215 - Transportation Equipment	0.00	42,445.57	0.00	42,445.57
72220 - Furniture	0.00	1,679.71	0.00	1,679.71
72311 - Fuel, petroleum and other oils	0.00	33,176.93	0.00	33,176.93
72402 - Building Maintenance	0.00	2,020.67	0.00	2,020.67
72425 - Mobile Telephone Charges	0.00	16,518.64	0.00	16,518.64
72505 - Stationery & other Office Supp	0.00	4,413.85	0.00	4,413.85
73110 - Custodial & Cleaning Services	0.00	942.51	0.00	942.51
73120 - Utilities	0.00	706.55	0.00	706.55
73125 - Common Services-Premises	0.00	14,208.64	0.00	14,208.64
73406 - Maintenance of Equipment	0.00	5,643.00	0.00	5,643.00
73410 - Maint, Oper of Transport Equip	0.00	9,615.14	0.00	9,615.14
74215 - Promotional Materials and Dist	0.00	269.23	0.00	269.23
74220 - Translation Costs	0.00	820.00	0.00	820.00
74510 - Bank Charges	0.00	31.38	0.00	31.38
74520 - Storage	0.00	14,473.44	0.00	14,473.44
74725 - Other L.T.S.H.	0.00	622.96	0.00	622.96



UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 6 of 9  
Run Time: 08-05-2019 19:05:05

Project Id : 00086871 Programme d'Urgence de Develop		Period :	Jan-Dec (2018)	
Output # : 00107854 TRAC PUDC		Impl. Partner :	99999 UNDP	
		Location :	Senegal	
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
75105 - Facilities & Admin - Implement	0.00	11,936.39	0.00	11,936.39
75705 - Learning costs	0.00	20,384.39	0.00	20,384.39
76110 - Foreign Exch Translation Loss	0.00	1,394.64	0.00	1,394.64
76125 - Realized Loss	0.00	1,383.55	0.00	1,383.55
76135 - Realized Gain	0.00	- 326.53	0.00	- 326.53
Total for Fund 30071	0.00	412,267.93	0.00	412,267.93
Total for Dept : 37001	0.00	751,464.20	0.00	751,464.20
Dept: 37008 (Senegal - Poverty Reduction)				
Fund : 04000 (Core Programme, UNU Centre)				
71205 - Intl Consultants-Sht Term-Tech	0.00	2,800.00	0.00	2,800.00
72305 - Agri & Forestry Products	0.00	0.00	0.00	0.00
72402 - Building Maintenance	0.00	456.35	0.00	456.35
73410 - Maint, Oper of Transport Equip	0.00	1,843.01	0.00	1,843.01
76125 - Realized Loss	0.00	63.71	0.00	63.71
Total for Fund 04000	0.00	5,163.07	0.00	5,163.07
Fund : 30071 (Programme Cost Sharing GOV1)				
71205 - Intl Consultants-Sht Term-Tech	0.00	21,000.00	0.00	21,000.00
71305 - Local Consult.-Sht Term-Tech	0.00	17,508.89	0.00	17,508.89
71620 - Daily Subsistence Allow-Local	0.00	14,471.48	0.00	14,471.48
72105 - Svc Co-Construction & Engineer	0.00	630,351.41	0.00	630,351.41
72160 - Svc Co-Education & Health Serv	0.00	1,770.61	0.00	1,770.61
72220 - Furniture	0.00	207.07	0.00	207.07
72505 - Stationery & other Office Supp	0.00	1,063.09	0.00	1,063.09
72815 - Inform Technology Supplies	0.00	644.17	0.00	644.17
73410 - Maint, Oper of Transport Equip	0.00	1,178.45	0.00	1,178.45
74725 - Other L.T.S.H.	0.00	17,510.98	0.00	17,510.98
75105 - Facilities & Admin - Implement	0.00	21,311.81	0.00	21,311.81
75705 - Learning costs	0.00	4,687.83	0.00	4,687.83
76125 - Realized Loss	0.00	1.85	0.00	1.85
76135 - Realized Gain	0.00	- 2,083.78	0.00	- 2,083.78
Total for Fund 30071	0.00	729,623.86	0.00	729,623.86
Total for Dept : 37008	0.00	734,786.93	0.00	734,786.93
Total for Output : 00107854	0.00	1,486,251.13	0.00	1,486,251.13
Project Total :	63,585.81	15,794,177.03	0.00	15,857,762.84

Signed By : Elhady Oumar Diallo, Operator Adviser PUDC Date : 08/05/2019  
 Signed By : A. B. S. A. R. Touré Date : 8/15/2019

Mark Henderson  
Partner  
BDO LLP  
150 Aldersgate Street  
London EC1A 4AB  
31 July 2019





UN Development Programme  
Report ID: unglcdp

### Combined Delivery Report By Project

Page 7 of 9  
Run Time: 08-05-2019 19:05:41

#### Selection Criteria :

Business Unit : SEN10  
Period : Jan-Dec (2018)  
Selected Project Id : ALL  
Selected Fund Code : ALL  
Selected Dept. IDs : ALL  
Selected Outputs : 00094053,00107853,00107854

Project Id : ALL	Period : Jan-Dec (2018)			
Output # : ALL	Impl. Partner : Location :			
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
37001 - Senegal - Central	63,585.81	14,499,445.83	0.00	14,563,031.64
37008 - Senegal - Poverty Reduction	0.00	1,294,731.20	0.00	1,294,731.20





UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 8 of 9  
Run Time: 08-05-2019 19:05:08

### Funds Utilization

#### Selection Criteria :

Business Unit : SEN10  
Period : Jan-Dec (2018)  
Selected Project Id : ALL  
Selected Fund Code : ALL  
Selected Dept. IDs : ALL  
Selected Outputs : 00094053,00107853,00107854

Project/Award: 00086871 Programme d'Urgence de Develop

Period : As at Dec 31, 2018

Output #	00094053	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			423,089.48
Undepreciated Fixed Assets			- 0.02
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00
Commitments			27,167,104.74

Output #	00107853	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			0.00
Undepreciated Fixed Assets			0.00
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00
Commitments			26,347.65

Output #	00107854	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			0.00
Undepreciated Fixed Assets			0.00
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00



UN  
DP UN Development Programme  
Report ID: unglodrp

Combined Delivery Report By Project

Page 9 of 9  
Run Time: 08-05-2019 19:05:08

**Funds Utilization**

Commitments

40,822.89

## Annex 2: Statement of Assets and Equipment



UN Development Programme  
Report ID: UNAM5558


### Asset Management Detail Report

Page 1 of 1  
Run Time: 08-05-2019 12:05:18

Business Unit: SEN10	Country: Senegal	Category: In Service	Project Type: Development	Amount >1500	From/To date: 01-JAN-2004 ~ 31-DEC-2018
Operating Unit: SEN	Department:	Impl Agency:	Donor:	Fund Code:	Project: 00094053 Profile ID:
Count: 0		Total Value:		0.00 (USD)	

## Annex 3: Statement of Cash

Programme des Nations Unies pour le développement



**Statement of Cash Position (as at 31 December 2018)**

Country Office	:	Senegal	
Project Title	:	PUDC (Programme d'Urgence de Développement	
Output	:	00094953 (+ 00107853 & 00107854)	
Period covered	:	2018 January to	

	Amount	Amount
	Local currency (XOF)	(USD)
A	Opening Fund Balance as at 01 Jan 2018	
	Cash in hand	-
	Bank	1 443 057 470,00
	Sub-Total	1 443 057 470,00
		2 628 472,10
B	Advance Received from	13 765 350 342,00
		25 483 237,43
C	Total Funds Available (A+B) for	15 208 407 812,00
		28 111 709,53
D	Payments/Expenditure for 2018	8 923 590 405,81
		15 538 393,13
E	Exchange Loss 2018	183 411 788,87
		319 369,71
F	Financial commitments *	-
		-
G	Closing Fund Balance (C-D-E-F)**	6 101 405 617,33
		12 253 946,69
H	Closing Balance represented by:	
	Cash in hand	-
	Bank	26 924 815,00
		46 883,41
	Unrepresented checks	-
		-

Total	26 924 815,00	46 883,41
<b>N.B: Difference : G - H =</b> <b>= vouchers 2017 (put on hold and paid in 2018).</b>		
	<b>6 074 480 802,33</b>	<b>XOF</b>

**\* Note on Financial Commitments**

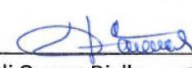
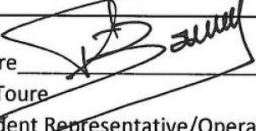
Financial commitments are transactions initiated and finalised in 2018 for which payment was not made in 2018, i.e: goods/services received and invoiced in 2018.

**\*\* Note on Closing Fund Balance**

The closing fund balance includes exchange gains and losses (gains are added, losses are subtracted)

**\*\*\* Note on Cash in hands**

To explain make up of cash in hand if any at the year end.

Signed by : (Signature)  Name: Elhadj Oumar Diallo Title : Operations Adviser for PUDC Date : 31/12/2018	Signed by : (Signature)  Name: Aboubacar Toure Title : Deputy Resident Representative/Operations Date : 31/12/2018
--	---



Mark Henderson  
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 31 July 2019



## Annex 4: Audit finding priority ratings

The following categories of priorities are used:

<b>High (Critical)</b>	Prompt action is required to ensure that UNDP is not exposed to high risks. Failure to take action could result in major negative consequences for UNDP.
<b>Medium (Important)</b>	Action is required to ensure that UNDP is not exposed to risks. Failure to take action could result in negative consequences for UNDP.
<b>Low</b>	Action is desirable and should result in enhanced control or better value for money. Low priority recommendations, if any, are dealt with by the audit team directly with the Office management, either during the exit meeting or through a separate memo subsequent to the fieldwork. <b>Therefore, low priority recommendations are not included in this report.</b>

## FOR MORE INFORMATION:

BDO LLP International Institutions and Donor Assurance team

<https://www.bdo.co.uk/en-gb/services/advisory/consulting/international-institutions-and-donor-assurance>

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UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

## **FINAL AUDIT REPORT**

Financial audit of the UNDP directly implemented project  
'Programme d'Urgence de Développement Communautaire'

Atlas Project ID: 00086871 and Outputs:  
0094053/00107853/00107854

Senegal



## IDENTIFICATION

Project name:	Programme d'Urgence de Développement Communautaire (PUDC)
Output name:	PUDC/Payroll PUDC/ TRAC PUDC
UNDP Country Office:	Senegal
Atlas Project:	00086871
Atlas Outputs:	0094053/00107853/00107854
Auditor:	BDO LLP
Period subject to audit:	1 January to 31 December 2018

## Table of Contents

<b>IDENTIFICATION .....</b>	<b>2</b>
<b>EXECUTIVE SUMMARY .....</b>	<b>4</b>
AUDIT OPINIONS .....	4
MANAGEMENT LETTER SUMMARY .....	4
PRIOR YEAR AUDIT .....	5
<b>THE AUDIT ENGAGEMENT .....</b>	<b>6</b>
<b>AUDIT OPINIONS.....</b>	<b>7</b>
PROJECT FINANCIAL POSITION .....	7
STATEMENT OF FIXED ASSETS .....	9
STATEMENT OF CASH .....	10
<b>MANAGEMENT LETTER.....</b>	<b>12</b>
<b>ANNEXES.....</b>	<b>26</b>
ANNEX 1: COMBINED DELIVERY REPORT .....	26
ANNEX 2: STATEMENT OF ASSETS AND EQUIPMENT .....	35
ANNEX 3: STATEMENT OF CASH .....	36
ANNEX 4: AUDIT FINDING PRIORITY RATINGS.....	38

## EXECUTIVE SUMMARY

BDO LLP conducted the financial audit of the “Programme d’Urgence de Développement Communautaire (PUDC)” Project #00086871 and Outputs #0094053/00107853/00107854) (“the project”), directly implemented by UNDP Senegal for the year ended 31 December 2018. The audit was undertaken on behalf of UNDP, Office of Audit and Investigations (OAI).

### Audit opinions

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

<b>Project Financial Position</b>	Qualified
<b>Statement of Fixed Assets</b>	Not Applicable
<b>Statement of Cash</b>	Unmodified

### Management letter summary

As a result of our audit, we have raised 8 audit findings with a net financial impact totalling \$ **612,851.40** as summarised below:

No.	Title	Priority	Net financial impact \$
1	Expenditures not related to the project	High	295,916
2	Expenditure incurred after the project period (Cut-off error)	Medium	16,056
3	Payment made in excess of signed contract amount	High	94,894
4	Insufficient proof of goods/services received by final beneficiaries	High	193,603
5	Transactions not sufficiently documented	Medium	12,382
6	Weaknesses/Inconsistencies in work/consultant contract monitoring	Medium	-
7	Weaknesses in procurement procedures	Medium	-
8	Irregular meetings of the Steering Committee	Medium	-
<b>Total</b>			<b>612,851</b>

### Prior year audit

The project was audited in the prior year and the implementation status of the recommendations is as follows:

No.	Title	Summary of observation	Summary of recommendation	Recommendation implemented?
1	Financial arrangements with donor not sufficiently formalized	The receipt of funding from the Government of Senegal was not sufficiently formalized by the Office. Furthermore, the Office did not ensure that contributions were available for the implementation of planned activities.	<p>The Office should transfer all assets and liabilities to the donor.</p> <p>On any future government cost-sharing projects, the Office should ensure that:</p> <ul style="list-style-type: none"> <li>• project documents are concluded with a schedule of payments.</li> <li>• Supplementary documents, such as cost sharing agreements, are signed, and</li> <li>• contributions are available for the implementation of planned activities.</li> </ul>	<p>Partially implemented</p> <p>(i) Not implemented (Only for future projects)</p> <p>(ii) Not implemented (Only for future projects).</p> <p>(iii) Partially implemented: There have been some improvements on availability of contributions in 2018.</p>
2	Non-compliance with budget override policy	<p>The Office implemented an override mechanism that allowed the bypassing of the Atlas system of budget control and to create Atlas purchase orders for all commitments that were outside Atlas which resulted in a corrected commitments balance of \$ 52,542,519 as at 31 December 2017.</p> <p>The procedure contained in the Office's own override policy was not adhered to.</p>	<p>On any future government cost-sharing projects, the Office should ensure that:</p> <ul style="list-style-type: none"> <li>• The budget override policy is updated to reflect the Operational Guide of the Internal Control Framework; and</li> <li>• As and when necessary, the override policy is duly implemented and fully adhered to.</li> </ul>	<p>Not applicable</p> <p>(i) Our audit on 2018 has not found any evidence of commitments being recorded outside of Atlas</p> <p>(ii) Our testing revealed that expenditure recorded in the CDR subject to audit included \$ 221,500 incurred in 2015; \$ 10,233,729 incurred in 2016; \$ 52,542,519 in 2017 and \$27,234,275 in 2018.</p>
3	Transaction recorded twice	<p>The reception of the relevant goods was mistakenly recorded twice, on both lines of the purchase order at different dates.</p> <p>The effect of the transaction being recorded twice was that the expenditure amount of \$ 47,506.06 was recorded twice in the CDR</p>	<ul style="list-style-type: none"> <li>• The Office cancelled the transactions associated with reception document 18894 in response to this audit finding.</li> <li>• In line with UNDP's POPP (Atlas Financial Closure Instructions), the Office should review all pending and open purchase orders prior to Atlas financial closing procedures taking place. This will allow any errors to be identified and corrected before the CDR is finalized.</li> </ul>	Implemented

Mark Henderson  
Partner

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London EC1A 4AB

[Date]

## THE AUDIT ENGAGEMENT

### Audit Objectives and Scope

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

- Expressing an opinion on whether the financial expenses incurred by the project between 1 January and 31 December 2018 in the Combined Delivery Report (CDR), the Funds Utilization statement as at 31 December 2018 and the accounts receivable and accounts payable as at 31 December 2018 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, at net book value, presents fairly the balance of depreciated assets of the UNDP project as at 31 December 2018. This statement must include all assets available as at 31 December 2018 and not only those purchased in a given period.

Where a DIM project does not have any assets or equipment, it is not 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 the UNDP project as at 31 December 2018.

In cases where the cash transactions of the audited DIM project are made through the country office bank accounts, this type of opinion is not required.

The Financial Audit was conducted in accordance with the International Standards of Auditing (ISA), the 700 series. As applicable, the audit report provides the progress made in implementing the recommendations raised in the previous year's audit report.

The scope of the audit relates only to transactions concluded and recorded against the UNDP DIM project between 1 January and 31 December 2018. 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 - Programme d'Urgence de Développement Communautaire (PUDC)

#### Project Financial Position

#### To the Director of the Office of Audit and Investigations, United Nations Development Programme

We have audited the financial position of the UNDP Project ID: 00086871, Output ID 0094053/00107853/00107854, PUDC/ Payroll PUDC/ TRAC PUDC for the period from 1 January to 31 December 2018, which includes: (a) the accompanying Combined Delivery Report (CDR); (b) the Funds Utilization statement ("the statement"); and (c) the project-related accounts receivable and accounts payable.

The CDR expenditure, totalling \$ 15,857,762.84, is comprised of expenditure directly incurred by the UNDP Country Office in Senegal for an amount of \$ 13,866,396.83 and expenditure incurred by entities other than the Country Office for an amount of \$ 1,991,366.01. Our audit only covered the expenditure directly incurred by the UNDP Country Office in Senegal of \$ 13,866,396.83.

#### Qualified opinion

In our opinion, except for the effects of the matters described in the basis for qualified opinion section of our report, the accompanying CDR and Funds Utilization statement present fairly, in all material respects, the expenses of \$ 13,866,396.83 directly incurred by the UNDP Country Office in Senegal and charged to the project for the period 1 January to 31 December 2018 in accordance with UNDP accounting policies and 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.

#### Basis for qualified opinion

We have made financial findings totalling \$ 612,851, as set out in the Management Letter section of our report, which represent amounts included in the Combined CDR and Funds Utilization statement presented to us for audit which, in our opinion, were either (i) not in conformity with the approved budget; (ii) not for the approved purposes of the project; (iii) not in compliance with the relevant regulations and rules, policies and procedures of UNDP; or (iv) not supported by properly approved vouchers and other supporting documents. These findings represent 4.4 % of the total expenditure amount reported and are therefore considered material in the context of our audit.

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those provisions and standards are further described in the 'Auditor's responsibilities' section of this report.

We are independent of UNDP in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants. We have fulfilled our other ethical responsibilities in accordance with these requirements, and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management responsibilities

Management is responsible for the preparation of the CDR and the Funds Utilization statement of the project and for such internal control as management determines is necessary to enable the preparation of a CDR and Funds Utilization statement that are free from material misstatement, whether due to fraud or error.

### Auditor's responsibilities

Our objectives are to obtain reasonable assurance about whether the CDR and the Funds Utilization statement are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these documents.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the CDR and the Funds Utilization statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 organization's internal control.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Mark Henderson  
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31 July 2019



## Independent Auditor's Report to UNDP - Programme d'Urgence de Développement Communautaire (PUDC)

### Statement of Fixed Assets

We noted that the UNDP project Programme d'Urgence de Développement Communautaire (PUDC) had transferred all assets to the Government of Senegal and accordingly a Statement of Fixed Assets was not produced.



## Independent Auditor's Report to UNDP - Programme d'Urgence de Développement Communautaire (PUDC)

### Statement of Cash

#### To the Director of the Office of Audit and Investigations, United Nations Development Programme

We have audited the accompanying Statement of Cash of the UNDP project ID: 00086871, Programme d'Urgence de Développement Communautaire (PUDC), output ID 0094053/00107853/ 00107854, PUDC/ Payroll PUDC/ TRAC PUDC as at 31 December 2018.

#### Unmodified Opinion

In our opinion, the attached Statement of Cash presents fairly, in all material respects, the cash and bank balance of the UNDP project PUDC amounting to \$46,883.41 as at 31 December 2018 in accordance with UNDP accounting policies.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those provisions and standards are further described in the Auditor's responsibilities section of this report.

We are independent of UNDP in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants, and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management responsibilities

Management is responsible for the preparation of the Statement of Cash and other financial records for the project's activities and for such internal control as management determines is necessary to enable the preparation of the Statement of Cash to be free from material misstatement, whether due to fraud or error.

#### Auditor's responsibilities

Our objectives are to obtain reasonable assurance about whether the Statement of Cash is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the Statement of Cash.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Statement of Cash, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



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31 July 2019



## MANAGEMENT LETTER

The audit findings and recommendations arising from the financial audit of the project are set out in our management letter below:

Finding n°: 1		Title: Expenditure not related to the project				
<b>Observation:</b>						
<p>The Programme document serving as funding agreement between UNDP Senegal CO and the Government of Senegal stipulates that only commitments made as part of the programme implementation and related to the programme should be supported by the Government of Senegal (donor).</p> <p>Also, all transactions should be recorded within the correct reporting period and processed using sound financial principles and substantiated by sufficient appropriate documentation.</p> <p>However, we noted that the UNDP CO reported in the CDR some expenditures that were not specifically related to project. Furthermore, these expenditures, which were not incurred during the project implementation period, were not sufficiently documented.</p> <p>This incorrectly recorded expenditure gave rise to an overstatement of project expenditure in the 2018 CDR for PUDC Phase 1.</p> <p>Details of the transactions concerned by this finding are shown in the table below:</p>						
Transaction Id	Accounting Date	Vendor Name	Description	Amount XOF	Amount USD	Comments
SEN10-00122091-1-1-ACCR-DST	01/10/2018	PROJET SEN PUDC	Fonctionnem. Directio.Nat.PUDC	141,541,100	246,461.48	See details on Note 1 below
SEN10-00122355-1-1-ACCR-DST	24/10/2018	MONDIAL COM	PREMIERE TRANCHE	25,844,706	45,002.65	See details on Note 2 below
SEN10-00118921-1-1-ACCR-DST	16/02/2018	SINPAC SARL	FACT N 044/11/2017	2,556,775	4,452.04	See details on Note 3 below
TOTAL				169,942,581	295,916.16	
<p><b>Note 1:</b> The amount of \$ 246,461.48 concerns PUDC national office running costs for the second phase of the programme. Consequently, it is not related to the PUDC Phase 1. Moreover, the expenditure was incurred after the project period and no supporting documentation was provided.</p> <p>Proof of transfer of funds from the UNDP Senegal CO Project dedicated bank account to the PUDC National Office account was provided.</p> <p><b>Note 2:</b> The amount of \$ 45,002.65 concerns a grant awarded by the UNDP Senegal CO to the Partner “Intelligence Magazine” in October 2018 under a Memorandum of Understanding between both parties dated 18 August 2017. It is specifically related to the organisation of the meeting of the Paris Scientific Committee that took place in December 2017.</p> <p>The nature of this activity and the topic of the meeting (reform of the global education system) are not related to the objective, component and budget of the project under audit.</p> <p><b>Note 3:</b> The amount of \$ 4,452.04 concerns the purchase of a replacement drone that had previously put at the disposal of the project by the Government of Senegal. The project budget does not cover such expenditure.</p>						
Priority: High						
Recommendation:						

We recommend that only expenditures made for approved and intended purposes of the Project should be included in the CDR.

The UNDP CO should also ensure that all expenditures incurred are related to the project period.

**Management comments:**

First, we would like to reiterate that UNDP Senegal office will never, unless the organization's rules allow it, make an expenditure that is not previously planned.

- For the payment of USD 246,461.48: Indeed, this payment was made from PUDC I funds. At the beginning of the year 2018, our CO received full funding for PUDC1 for the period of January to August 2018. These resources were supposed to cover running costs, staff salaries as well as contract payments.

However, on June 29<sup>th</sup>, 2018, we received a communication from the Prime Minister to UNDP Administrator, which abruptly terminated the project effective June 30<sup>th</sup> 2018.

We were left with no choice but to release the staff from service. Some of the staff were rehired by the Government to ensure continuity of the PUDC1 Program. At this point of time, we made the decision, following the government's request, to release the resources associated with the running costs and staff salaries of the months of July and August 2018.

- For the USD 45,002.65: the aim of the Paris scientific committee meeting of 2017 was to gather international partners around the *Education* thematic, and principally on Capacity building at the community level and therefore, was viewed as part of supporting the PUDC project. This meeting was an opportunity for us to communicate on PUDC and sensitize on resources mobilization opportunities pertaining to building and strengthening the capacities of the rural population that was benefiting from the amenities/services of the PUDC. In fact, as a positive outcome of the Paris meeting, the Government of Senegal received a substantial funding from African Development Bank to support this project.
- For the USD 4,452.04: We acknowledge that this expenditure was not part of the PUDC I AWP. As mentioned in the note to file inserted in the payment voucher documentation, this expenditure was made to replace a drone borrowed from the Government and that was destroyed during one of the PUDC events in rural areas. Our CO decided to proceed with the purchase of a new drone to replace the one that was destroyed under our watch, but property of the Government of Senegal.

**Auditors' response:**

We take good note of the UNDP CO comments. However, we maintain our findings for the following reasons:

- The release of the resources associated with the PUDC running costs and staff salaries for July and August 2018 should not normally be considered as project expenditure since it is not related to the PUDC 1 project and had not actually been incurred by the CO. It should rather be considered as a cash transfer between the CO and the Project Management Unit resulting from the project closure.
- Even though the Paris scientific committee meeting impacted on the resource mobilization aspect of the project, we cannot attribute this activity to any project budget line as described in Annex 1, Page 17 of the revised programme documents. Consequently, it should not be considered as the project direct cost but rather as part of GMS.

Furthermore, apart from the documentation supporting the grant award (MoU, Budget, Invitation letter), there were no relevant evidence supporting the actual costs incurred by the grantee.

**Finding n°: 2****Title: Expenditure incurred after the project period (Cut off error)****Observation:**

Section 4.2 of the Programme document states that “Any expenditures that have been made or commitments made outside UNDP rules and procedures will not be eligible”. Also, according to UNDP financial rules, all transactions should be recorded within the correct reporting period and processed using sound financial principles.

An important aspect of sound financial management is that project expenditure should be recognised in the period in which it was incurred. In order to ensure accurate reporting of project expenditure, project funds committed by the UNDP CO after the project operational closure on 30 June 2018 should not be recognised as expenditure in the Combined Delivery Report (CDR).

However, we noted that the CO recorded expenditures in the Project CDR which were committed and incurred after the project operational closure.

A breakdown of the total amount reported is detailed below:

Transaction Id	Accounting Date	Vendor	Description	Amount USD	Comments	Notes
UNDP1-0000233027-1-1	06/07/2018	2019	Expense Accrual	2,926.46	About the training of 2 PUDC staff on Geographical Information System	1
UNDP1-0000233217-1-1	06/07/2018	2019	Expense Accrual	2,961.94	Invitation was received in June but actual expenses (Flight cost and DSA) were committed and incurred in July 2018.	
UNDP1-0000233027-3-1	06/07/2018	PUDC Staff 1	Expense Accrual	1,918.37	Moreover, both staff contracts with UNDP ended in 30 June and their attendance to the training should not be covered by UNDP rules.	
UNDP1-0000233217-3-1	06/07/2018	PUDC Staff 2	Expense Accrual	1,918.37		
SEN10-00122975-1-1-ACCR-DST	07/12/2018	4771	Facture 5 laptops	6,330.61	PO dated 07/12/2012	2
TOTAL				16,055.75		

**Priority: Medium****Recommendation:**

We recommend that expenditures be recorded in the correct period. Prior to completion of the Project Financial Report, the CO should review the project transaction listing to identify transactions not relating to the Project operational period and ensure that these transactions are not included in the CDR.

**Management comments:**

- 1) For the first four cases listed above related to the PUDC staff travel, we have indeed received the request in June 2018 and travel arrangements started then. The staff visas were only received in the week of July, which is the time the tickets and DSA were issued.
- 2) The laptops-related expenditure (USD 6,330.61) that was charged to the PUDC I was a result of an erroneous accounting entry which has already been corrected through GLJE# 8077325.

**Auditors' response:**

- 1) Travel arrangements made after the project closure should have been transferred to the Project Management Unit because both PUDC staff contracts ended on 30 June 2018. So, expenditures related to the training in July 2019 should not be made through the rules and procedures of the UNDP CO.
- 2) We take note that the accounting entry related to the laptops was later corrected.

Finding n°: 3	Title: Payment made in excess of signed contract amount				
<b>Observation:</b>					
Section 4.2 of the Programme document states that "Any expenditures that have been made or commitments made outside UNDP rules and procedures will not be eligible". Also, all payment should be made only for goods purchased or services provided according to the signed contract.					
We noted that the CO made payments exceeding the total value of a contract signed with a vendor. There was no amendment to the initial contract to substantiate this additional payment.					
Details of the additional non-contractual payment are show in the table below:					
Contract reference	Vendor	Contract amount (XOF)	Total amount paid (XOF)	Variance (XOF)	Variance (US\$)
022/2016/PUDC/PNUD	0000010171	179,143,200	233,640,278	54,497,078	94,894.21
The CO was aware of this additional payment and a refund request letter was sent to the vendor on 18 March 2018. However, the refund had not been made at the end of audit fieldwork.					
Priority: High					
<b>Recommendation:</b>					
The UNDP CO should ensure that all payments are made in compliance with amounts stipulated in the contract.					
<b>Management comments:</b>					
The auditors' recommendation is well noted. Kindly note that this overpayment was identified by the CO way before this audit and all the necessary actions were undertaken to recover this amount. Follow up is consistently ongoing, until the total amount is fully recovered.					

**Finding n°: 4****Title: Insufficient proof of goods and services received by final beneficiaries****Observation:**

Regulation 22.01 of UNDP Financial Regulations and Rules stipulates that the UNDP CO shall “Cause all payments to be made on the basis of supporting vouchers and other documents which ensure that the services or goods have been received...”.

We noted that the purchase of some machinery items (Transaction reference SEN10-00119490-1-1-ACCR-DST) was reported with insufficient proof of delivery. The proof of delivery obtained did not include the total quantity of items indicated on the vendor invoice.

In addition, we noted that the contract provides for payment after delivery, installation, commissioning and training of beneficiaries. Nevertheless, we have received no proof that the installation of machines and training of beneficiaries was done by the supplier prior to, or after, payment.

The items for which there is insufficient evidence of receipt of goods and services are detailed below:

Expenditure amounting to XOF 111,185,000 (\$ 193,603.27) related to goods and services for which insufficient proof of delivery is provided is considered to be ineligible.

Items	Invoice Information			Delivery note quantity	Difference	Financial Impact (XOF)	Other Comments
	Unit Price	Quantity	Total (XOF)				
Couples Moulins Décortiqueurs Diesel	1,975,000	224	442,400,000	178	46	9	Lack of proof of delivery for 46 machines. Several delivery notes for the 178 machines do not include signature of UNDP staff.
Couples Moulins Décortiqueurs Electriques	1,210,000	52	62,920,000	51	1	1	Lack of proof of delivery for 1 machine. Furthermore, we noted a lack of phone contact for some beneficiaries. There is no clarity about who the beneficiary is when only the “chef de village” or other authority signs the note and the beneficiary signature space is empty.
Moulins à céréales diesel	1,580,000	8	12,640,000	8	0	0	Scanned documents barely legible. No financial impact.
Moulins à céréales électriques	825,000	5	4,125,000	5	0	0	Lack of phone contact for some beneficiaries. Also, there is no clarity on who the beneficiary is when only the “chef de village” or other authority signs the note and the beneficiary signature space is empty. The delivery Note for Kébemer is signed in “P.O.” (pour ordre) without any proof of Delegation. Lack of signatures of UNDP staff. No financial impact.
Décortiqueuses à céréales Diesel	1,275,000	21	26,775,000	6	15	1	Delivery of 15 machines are not signed by any beneficiary or the UNDP in the note received. The note is only signed by the supplier.
<b>TOTAL</b>			<b>548,860,000</b>			<b>111,185,000</b>	



**Priority: High**

**Recommendation:**

The CO should ensure that adequate supporting documents are maintained to prove that all goods and services have been received and therefore that the associated costs are eligible for inclusion in the CDR.

Payments should also be made strictly according to the contract requirements.

**Management comments:**

The UNDP Country office refutes this comment from the auditors. All payments made under this project are in accordance with UNDP rules and procedures. In this particular case, the payment was made following the delivery, the installation of the equipment (310, in total) and the training of the beneficiaries.

Due to the high volume of the delivery notes (more than a hundred pages each), the office made a decision to separate the filing from the payment vouchers. In addition, our office has made sure that delivery of every equipment was completed and well documented. The auditors had the opportunity to visit the filing room.

Kindly note that additional documentation with auditors subsequently to the audit mission.

**Auditors' response:**

We have not received any additional documents as described in the comment of the UNDP CO. Consequently, we maintain our finding.

**Finding n°: 5**      **Title: Transactions not sufficiently documented**
**Observation:**

According to the IPSAS accounting rules, all transactions should be adequately evidenced with original and sufficient documentation that can be confirmed through verification and audit.

The table below shows transactions related to the transportation of machines (rice hullers, mills, etc.) from Dakar to Kolda, the first by an army helicopter, and the other two by truck, for which sufficient documentation was not presented to evidence or allow complete verification of the related costs.

Details are shown in the table below:

Transaction Id	Date	Vendor	Description	USD Amount	Comments
SEN10-00118552-1-1-ACCR-DST	18/01/2018	9757	REMBT TRANSPORT DE FRET AERIEN	5,464.38	No proof of transport of goods.
SEN10-00119281-3-1-ACCR-DST	09/03/2018	11383	FACT 2 DEPLOIEMENT CAMIONS	3,365.34	Lack of contract and proof of service done.
SEN10-00119281-2-1-ACCR-DST	09/03/2018	11383	FACT 2 DEPLOIEMENT CAMIONS	3,552.30	
<b>TOTAL</b>				<b>12,382.02</b>	

We also noted that:

For the helicopter delivery:

- Payment was made to a physical person instead of an institution (Etat Majeur);
- The additional costs for the use of a helicopter for the transport of machines have not been justified. The records provided showed that the helicopter delivery approximately the same time as the truck delivery.

**Priority: Medium****Recommendation:**

The UNDP CO should ensure that sufficient supporting documents are maintained to support all costs declared in CDR.

**Management comments:**

The CO refutes these assertions from the auditors.

- First, the payment was made by F10 (reimbursement). Due to the urgency in implementing the activity, the amount of resources needed to purchase kerosene for the helicopter was advanced by the National Director of PUDC and he has just been reimbursed through the F10.
- Secondly, all costs for using this helicopter have been justified through the supporting documents of the voucher (#118552) shared with the auditors during and after the audit mission. The Helicopter delivery time is not the same for the truck (please, read carefully the 5<sup>th</sup> paragraph of the note to file for the same voucher which states that: *The Senegalese army provided a helicopter to the PUDC to transport equipment urgently..... Considering the distance between Dakar and Kolda, the journey by truck would have taken at least 2 days. Note that we were one day off the delivery of these equipment.*

**Auditors' response:**

We understand that this transaction was made in the case of an emergency. However, the supporting documents provided were not sufficient.

**Finding n°: 6****Title: Weaknesses/Inconsistencies in work/Consultant contract monitoring****Observation:**

According to the rules and procedures applied by the UNDP Senegal CO from the beginning of the project, works achieved by selected vendors are approved by an independent firm and UNDP experts before payment. Consultants' timesheets should also be approved by their supervisor before the payment of fees.

However, we observed that, towards the end of the project, this procedure was not applied consistently. Some work settlement sheets (Décompte de travaux) were not signed by the consulting firm controlling the work achieved by contractors and were only approved by UNDP experts. While approval of work by UNDP experts only may be sufficient in some circumstances, it is not as strong a control as certification provided by an independent firm. Furthermore, there were also no internal rule defining threshold above which independent consulting firm certification should always apply; in which case UNDP experts' approval should be insufficient.

Details are provided below:

Transaction Id	Date	Vendor	Description	USD Amount	Comments
SEN10-00122087-1-1-ACCR-DST	01/10/2018	9714	Decompte 4/ Contrat 0664/2015	337,108.42	Detailed "Decompte" not approved by consulting firm

We also noted weaknesses in the justification and payment of consultant fees. Not all consultants' timesheets were not approved by their supervisor. Furthermore, in many cases, the deliverable reports from consultants contained only one page of information, even in the last month of the project, when more detailed information would have been expected from consultants.

**Priority: Medium****Recommendation:**

The UNDP CO should define and apply rules providing for consistency in the monitoring of works and consulting activities.

Consultants timesheets should be always approved by supervisors. A requirement should be included in the consultants' contract to ensure that reports and other deliverables meet expectations and are prepared in a consistent manner.

**Management comments:**

UNDP has set the rules and procedures for the invoice and timesheet certification and validation. These rules are well documented through the PUDC SOPs and memos which were shared with auditors during the mission. For our case, it should be noted that the incremental payments were made after June 30<sup>th</sup>, 2018, when some of supervisors' and control firms' contracts were discontinued. But the UNDP office ensured that the expected deliverables from consultants and firms were well achieved prior to making any payment.

**Auditors' response:**

The UNDP CO should revise the rules and procedures to allow more consistency in the monitoring of work. We maintain our finding.

<b>Finding n°: 7</b>	<b>Weaknesses in some procurement procedures</b>
<p><b>Observation:</b></p> <p>The POPP Section 2.0 Policies covering “Procurement methods” stipulates that for services above 150.000 USD the Request for proposal method, which entails Open International Competition, should be used:</p> <p>“Opening competition to the international market provides equal opportunity to all eligible vendors. It entails a public advertisement in globally accessible media. The following conditions must be met:</p> <ol style="list-style-type: none"> <li>The procurement opportunity should be advertised on UNDP’s corporate website;</li> <li>It should be posted in the UN Global Marketplace (i.e., <a href="http://www.ungm.org">www.ungm.org</a>); and</li> <li>Advertisements should remain online for a minimum of two weeks.</li> </ol> <p>Due diligence requires supplementing the advertisement with market research efforts aimed at expanding the competitive field.</p> <p>[...] Prequalification process can be undertaken through an open advertisement, typically as a preliminary step to an invitation to bid or request for proposal.”</p> <p>We noted the following weaknesses regarding the procurement process of DAO/PNUD/PUDC/008/2016 related to the procurement of “<i>Mise en place, formation et accompagnement des comités de gestion des équipements livrés par le PUDC dans 10 régions</i>” that led to three service contracts totalling more than 500.000 USD:</p> <ol style="list-style-type: none"> <li>The Invitation to bid was published in “<a href="http://procurement-notice.undp.org">procurement-notice.undp.org</a>” website. Nevertheless, we found no proof of publication in any other international media (e.g. <a href="http://www.ungm.org">www.ungm.org</a>);</li> <li>The evaluation report for the procurement indicates that the invitation to bid was published in two local newspapers. However, we have received no proof of publication for the second newspaper;</li> <li>The publication in one newspaper, dated the 14 October, stated that the deadline for bidding was 20 September 2016 while the actual deadline was the 20 October 2016.</li> <li>Bidders were given only 1 week (5 working days), instead of a minimum of 2 weeks, to present their bids.</li> </ol> <p>Lack of sufficient time to bid, erroneous published deadlines and limited exposure on national and international media led to the receipt of only one offer per region, with exception of Luga that received three bids. Seven regions received only one bid each and two regions received no bids. This resulted in the launching of a repeat procurement process for these regions two months later.</p>	
<b>Priority: Medium</b>	
<p><b>Recommendation:</b></p> <p>The CO should correctly apply POPP Procurement directives. In cases where this is not possible, the CO should document the justification for the exception to the procurement procedure.</p>	
<p><b>Management comments:</b></p> <p>The CO would like to clarify that the mentioned procurement process was conducted in 2016, while this audit exercise covers the period of 2018. This process has already been covered through previous audits and our CO provided required justification.</p> <p>In view of this, we consider this point as “out of scope”, and that this audit note should therefore be removed.</p>	

**Auditors' response:**

We acknowledge that the procurement process was conducted in 2016 but considering that important payments have been made in 2018 based on the outcome of this procurement procedure, we feel that it important to report the issues.

<b>Finding n°: 8</b>	<b>Title: Irregular meetings of the Steering Committee</b>
<p><b>Observation:</b></p> <p>According to Paragraph IV.3.1 of the Programme document, “The Steering Committee will meet quarterly and more frequently as needed and will have the following responsibilities:</p> <ul style="list-style-type: none"> <li>• Define and adopt strategic directions on program implementation and ensure program ownership responsibilities.</li> <li>• Validate the annual work plan and related budget and approve the technical and financial implementation report for each year.”</li> </ul> <p>We noted that the steering committee quarterly meetings were not held as required by paragraph IV.3.1 of the programme document. We received no evidence that the Steering Committee met in the period from 2016 to 2018.</p> <p>With no evidence of regular meetings of this important programme stakeholder group which plays a fundamental governance role, we do not have sufficient assurance that oversight functions were properly exercised by the Steering Committee during the project implementation period.</p>	
<b>Priority: Medium</b>	
<p><b>Recommendation:</b></p> <p>Although it is not an obligation of the Agency as part of the Direct Implementation Modality, the CO should ensure that all key stakeholders play a full role as defined by the programme document.</p>	
<p><b>Management comments:</b></p> <p>Comment well noted by the CO and we will take steps to ensure application of this recommendation in future projects.</p>	



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31 July 2019





# Annexes

## Annex 1: Combined Delivery Report



UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 1 of 9  
Run Time: 08-05-2019 19:05:40

#### Selection Criteria :

Business Unit: SEN10  
Period: Jan-Dec (2018)  
Selected Project Id: ALL  
Selected Fund Code: ALL  
Selected Dept. IDs: ALL  
Selected Outputs: 00094053,00107853,00107854

Project Id : 00086871	Programme d'Urgence de Develop	Period :	Jan-Dec (2018)	
Output # : 00094053	Programme d'Urgence de Develop	Impl. Partner :	99999 UNDP	
		Location :	Senegal	
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

Dept: 37001 (Senegal - Central)

Fund: 04000 (Core Programme, UNU Centre)

71305 - Local Consult.-Sht Term-Tech	0.00	10,530.77	0.00	10,530.77
71360 - Local Consult-Security	0.00	185.06	0.00	185.06
71505 - UN Volunteers-Stipend & Allow	0.00	10,953.49	0.00	10,953.49
71510 - UNV Settling-In-Grant	0.00	4,369.59	0.00	4,369.59
71605 - Travel Tickets-International	0.00	9,044.66	0.00	9,044.66
71615 - Daily Subsistence Allow-Intl	0.00	7,412.34	0.00	7,412.34
71620 - Daily Subsistence Allow-Local	0.00	2,068.21	0.00	2,068.21
71635 - Travel - Other	0.00	498.28	0.00	498.28
72105 - Svc Co-Construction & Engineer	0.00	26,765.88	0.00	26,765.88
72115 - Svc Co-Natural Resources & Env	0.00	0.00	0.00	0.00
72210 - Machinery and Equipment	0.00	355.78	0.00	355.78
72215 - Transportation Equipment	0.00	-851.72	0.00	-851.72
72311 - Fuel, petroleum and other oils	0.00	177.04	0.00	177.04
74220 - Translation Costs	0.00	417.22	0.00	417.22
74510 - Bank Charges	0.00	9.38	0.00	9.38
74599 - UNDP cost recovery chrgs-Bills	0.00	86.41	0.00	86.41
74705 - Port Operation	0.00	31.71	0.00	31.71
74910 - Gain/Loss Disposal Fixed Asset	0.00	95,216.56	0.00	95,216.56
76125 - Realized Loss	0.00	-2.90	0.00	-2.90
76135 - Realized Gain	0.00	-144.88	0.00	-144.88
77630 - Dep Exp Owned - ITC	0.00	2,221.56	0.00	2,221.56
77660 - Dep Exp Owned -Vehicle	0.00	4,153.20	0.00	4,153.20

<b>Total for Fund 04000</b>	<b>0.00</b>	<b>173,497.64</b>	<b>0.00</b>	<b>173,497.64</b>
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Fund: 30071 (Programme Cost Sharing GOVt)

71305 - Local Consult.-Sht Term-Tech	0.00	1,250.39	0.00	1,250.39
71565 - UNV-Natl Appoint/Sep incl Trvl	0.00	-149.24	0.00	-149.24
71620 - Daily Subsistence Allow-Local	6,044.61	-2,213.65	0.00	3,831.16
72105 - Svc Co-Construction & Engineer	0.00	9,256,533.31	0.00	9,256,533.31
72110 - Svc Co-Agricultural Management	350.11	0.00	0.00	350.11
72135 - Svc Co-Communications Service	27,130.30	0.00	0.00	27,130.30
72138 - Service Co - Business Analysis	0.00	252,244.32	0.00	252,244.32
72210 - Machinery and Equipment	0.00	1,746,098.63	0.00	1,746,098.63
72215 - Transportation Equipment	0.00	2,347.15	0.00	2,347.15
72311 - Fuel, petroleum and other oils	1,070.43	1,911.76	0.00	2,982.19
72425 - Mobile Telephone Charges	428.89	0.00	0.00	428.89
72510 - Publications	24,435.03	0.00	0.00	24,435.03
73406 - Maintenance of Equipment	0.00	289,060.15	0.00	289,060.15
73420 - Leased Vehicles	4,126.24	0.00	0.00	4,126.24
74525 - Sundry	0.00	-8.27	0.00	-8.27
74910 - Gain/Loss Disposal Fixed Asset	0.00	236,722.91	0.00	236,722.91
75105 - Facilities & Admin - Implement	0.00	356,187.74	0.00	356,187.74



UN Development Programme  
Report ID: unglcdp

### Combined Delivery Report By Project

Page 2 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop	Period :	Jan-Dec (2018)		
Output # : 00094053 Programme d'Urgence de Develop	Impl. Partner :	99999 UNDP		
	Location :	Senegal		
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
75705 - Learning costs	0.00	11,830.49	0.00	11,830.49
75712 - TrnWkshp&Conf - Honorariums	0.00	736.69	0.00	736.69
76120 - Unrealized Loss	0.00	42,408.13	0.00	42,408.13
76125 - Realized Loss	0.00	371,358.53	0.00	371,358.53
76130 - Unrealized Gain	0.00	- 18,249.49	0.00	- 18,249.49
76135 - Realized Gain	0.00	- 77,250.76	0.00	- 77,250.76
77630 - Dep Exp Owned - ITC	0.00	3,138.78	0.00	3,138.78
77640 - Dep Exp Owned - F&F	0.00	60.90	0.00	60.90
77660 - Dep Exp Owned -Vehicle	0.00	9,661.26	0.00	9,661.26
77670 - Dep Exp-Hvy Mac & Equip	0.00	112.68	0.00	112.68
Total for Fund 30071	63,585.81	12,483,792.41	0.00	12,547,378.22
Total for Dept : 37001	63,585.81	12,657,290.05	0.00	12,720,875.86
Dept: 37008 (Senegal - Poverty Reduction)				
Fund : 04000 (Core Programme, UNU Centre)				
73410 - Maint, Oper of Transport Equip	0.00	0.00	0.00	0.00
Total for Fund 04000	0.00	0.00	0.00	0.00
Fund : 30071 (Programme Cost Sharing GOV1)				
72175 - Svc Co-Urban, Rural & Regional	0.00	223,378.47	0.00	223,378.47
75105 - Facilities & Admin - Implement	0.00	6,701.35	0.00	6,701.35
Total for Fund 30071	0.00	230,079.82	0.00	230,079.82
Total for Dept : 37008	0.00	230,079.82	0.00	230,079.82
Total for Output : 00094053	63,585.81	12,887,369.87	0.00	12,950,955.68

Output # : 00107853 PAYROLL PUDC		Impl. Partner : 99999 UNDP		
		Location : Senegal		
Dept: 37001 (Senegal - Central)				
Fund : 04000 (Core Programme, UNU Centre)				
71505 - UN Volunteers-Stipend & Allow	0.00	8,968.00	0.00	8,968.00
71520 - UNV-Language Allowance	0.00	199.99	0.00	199.99
71535 - UNV-Medical Insurance	0.00	690.24	0.00	690.24
71540 - UNV-Global Charges	0.00	475.41	0.00	475.41
71541 - UNVs-Contribution to security	0.00	381.15	0.00	381.15
71545 - UNV-Home Leave Travel & Allowa	0.00	33.99	0.00	33.99
71550 - UNV-Resettlement Allowance	0.00	800.00	0.00	800.00
71590 - UNV Development Effectiveness	0.00	2,396.00	0.00	2,396.00



UN Development Programme  
Report ID: unglcdrp

## Combined Delivery Report By Project

Page 3 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop	Period : Jan-Dec (2018)
Output # : 00107853 PAYROLL PUDC	Impl. Partner : 99999 UNDP
	Location : Senegal

Total for Fund 04000	0.00	13,944.78	0.00	13,944.78
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Fund : 30071 (Programme Cost Sharing GOV1)

61105 - Salaries - NP Staff	0.00	227,691.67	0.00	227,691.67
61305 - Salaries - IP Staff	0.00	44,848.08	0.00	44,848.08
61310 - Post Adjustment - IP Staff	0.00	18,855.22	0.00	18,855.22
62105 - Dependency Allowance-NP Staff	0.00	4,896.13	0.00	4,896.13
62110 - Contrib Joint Staff Pension-NP	0.00	44,998.20	0.00	44,998.20
62115 - Contrib to Med,SocIns-NP Staff	0.00	15,873.53	0.00	15,873.53
62140 - Annual Leave Expense - NO	0.00	33,683.46	0.00	33,683.46
62305 - Dependency Allowances-IP Staff	0.00	9,680.19	0.00	9,680.19
62310 - Contrib to Jt Staff Pens Fd-IP	0.00	15,046.10	0.00	15,046.10
62315 - Contrib. to medical, social in	0.00	869.79	0.00	869.79
62320 - Mobility, Hardship, Non-remova	0.00	6,885.00	0.00	6,885.00
62340 - Annual Leave Expense - IP	0.00	4,483.74	0.00	4,483.74
63125 - Termination indemnity-NP Staff	0.00	1,159.73	0.00	1,159.73
63330 - Ed Grt Incl Trvl&Allow-IP Stf	0.00	5,844.00	0.00	5,844.00
63335 - Home Leave Trvl & Allow-IP Stf	0.00	2,775.00	0.00	2,775.00
63350 - Reimb of Income Tax-IP Staff	0.00	3,197.89	0.00	3,197.89
63530 - Contribution to EOS Benefits	0.00	10,927.32	0.00	10,927.32
63535 - Contribution to Security	0.00	12,384.26	0.00	12,384.26
63540 - Contribution to Training	0.00	1,165.58	0.00	1,165.58
63545 - Contribution to ICT	0.00	4,370.91	0.00	4,370.91
63550 - Contributions to MAIP	0.00	291.36	0.00	291.36
63555 - Contribution to UN JFA	0.00	9,470.33	0.00	9,470.33
63560 - Contributions to Appendix D	0.00	728.51	0.00	728.51
64110 - Separations - NP Staff	0.00	4,553.82	0.00	4,553.82
64310 - Separations - IP Staff	0.00	891.83	0.00	891.83
65115 - Contributions to ASHI Reserve	0.00	28,265.27	0.00	28,265.27
65135 - Payroll Mgt Cost Recovery ATLA	0.00	1,484.37	0.00	1,484.37
71305 - Local Consult.-Shi Term-Tech	0.00	23,059.92	0.00	23,059.92
71405 - Service Contracts-Individuals	0.00	221,987.35	0.00	221,987.35
71410 - MAIP Premium SC	0.00	195.22	0.00	195.22
71415 - Contribution to Security SC	0.00	8,298.14	0.00	8,298.14
71505 - UN Volunteers-Stipend & Allow	0.00	23,780.44	0.00	23,780.44
71520 - UNV-Language Allowance	0.00	1,296.66	0.00	1,296.66
71535 - UNV-Medical Insurance	0.00	2,702.47	0.00	2,702.47
71540 - UNV-Global Charges	0.00	1,315.97	0.00	1,315.97
71541 - UNVs-Contribution to security	0.00	1,010.63	0.00	1,010.63
71550 - UNV-Resettlement Allowance	0.00	1,981.75	0.00	1,981.75
71590 - UNV Development Effectiveness	0.00	6,457.40	0.00	6,457.40
71620 - Daily Subsistence Allow-Local	0.00	9,176.45	0.00	9,176.45
72105 - Svc Co-Construction & Engineer	0.00	140,000.00	0.00	140,000.00
72210 - Machinery and Equipment	0.00	88,801.53	0.00	88,801.53
75105 - Facilities & Admin - Implement	0.00	31,361.58	0.00	31,361.58
Total for Fund 30071	0.00	1,076,746.80	0.00	1,076,746.80

Total for Dept : 37001	0.00	1,090,691.58	0.00	1,090,691.58
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Dept: 37008 (Senegal - Poverty Reduction)



UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 4 of 9  
Run Time: 08-05-2019 19:05:4

Project Id : 00086871 Programme d'Urgence de Develop	Period :	Jan-Dec (2018)
Output # : 00107853 PAYROLL PUDC	Impl. Partner :	99999 UNDP
	Location :	Senegal
	Govt Exp	UNDP Exp
	UN Agencies Exp	Total Exp

#### Fund : 30071 (Programme Cost Sharing GOV1)

71305 - Local Consult.-Sht Term-Tech	0.00	244,028.02	0.00	244,028.02
71620 - Daily Subsistence Allow-Local	0.00	76,269.38	0.00	76,269.38
75105 - Facilities & Admin - Implement	0.00	9,608.89	0.00	9,608.89
76125 - Realized Loss	0.00	40.21	0.00	40.21
76135 - Realized Gain	0.00	- 82.05	0.00	- 82.05
<b>Total for Fund 30071</b>	<b>0.00</b>	<b>329,864.45</b>	<b>0.00</b>	<b>329,864.45</b>
<b>Total for Dept : 37008</b>	<b>0.00</b>	<b>329,864.45</b>	<b>0.00</b>	<b>329,864.45</b>
<b>Total for Output : 00107853</b>	<b>0.00</b>	<b>1,420,556.03</b>	<b>0.00</b>	<b>1,420,556.03</b>

Output # : 00107854 TRAC PUDC	Impl. Partner :	99999 UNDP
	Location :	Senegal

Dept: 37001 (Senegal - Central)

#### Fund : 04000 (Core Programme, UNU Centre)

63515 - Security-related Costs	0.00	859.01	0.00	859.01
71305 - Local Consult.-Sht Term-Tech	0.00	3,961.68	0.00	3,961.68
71505 - UN Volunteers-Stipend & Allow	0.00	5,447.52	0.00	5,447.52
71510 - UNV Settling-In-Grant	0.00	2,225.18	0.00	2,225.18
71520 - UNV-Language Allowance	0.00	109.68	0.00	109.68
71535 - UNV-Medical Insurance	0.00	672.06	0.00	672.06
71540 - UNV-Global Charges	0.00	337.41	0.00	337.41
71541 - UNVs-Contribution to security	0.00	208.21	0.00	208.21
71545 - UNV-Home Leave Travel & Allowa	0.00	18.65	0.00	18.65
71550 - UNV-Resettlement Allowance	0.00	438.71	0.00	438.71
71560 - UNV-Intl Appoint/Sep incl Trvl	0.00	1,900.00	0.00	1,900.00
71580 - UNV Development Effectiveness	0.00	1,313.94	0.00	1,313.94
71605 - Travel Tickets-International	0.00	3,020.32	0.00	3,020.32
71615 - Daily Subsistence Allow-Intl	0.00	18,537.12	0.00	18,537.12
71620 - Daily Subsistence Allow-Local	0.00	71,159.79	0.00	71,159.79
71635 - Travel - Other	0.00	14.78	0.00	14.78
72105 - Svc Co-Construction & Engineer	0.00	33,411.36	0.00	33,411.36
72220 - Furniture	0.00	325.25	0.00	325.25
72311 - Fuel, petroleum and other oils	0.00	1,338.55	0.00	1,338.55
72402 - Building Maintenance	0.00	995.12	0.00	995.12
72425 - Mobile Telephone Charges	0.00	6,653.27	0.00	6,653.27
72520 - Electronic Media	0.00	4,224.54	0.00	4,224.54
73120 - Utilities	0.00	601.58	0.00	601.58
73125 - Common Services-Premises	0.00	13,813.02	0.00	13,813.02
73205 - Premises Alternations	0.00	90.02	0.00	90.02
73310 - Maint & Licencing of Software	0.00	466.20	0.00	466.20
73410 - Maint, Oper of Transport Equip	0.00	2,575.81	0.00	2,575.81
74225 - Other Media Costs	0.00	45,583.21	0.00	45,583.21
74505 - Insurance	0.00	1,098.04	0.00	1,098.04



UN Development Programme  
Report ID: unglcdpr

# Combined Delivery Report By Project

Page 5 of 9  
Run Time: 08-05-2019 19:05:41

Project Id : 00086871 Programme d'Urgence de Develop		Period :	Jan-Dec (2018)	
Output # : 00107854 TRAC PUDC		Impl. Partner :	99999 UNDP	
		Location :	Senegal	
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
74510 - Bank Charges	0.00	62.42	0.00	62.42
74599 - UNDP cost recovery chrgs-Bills	0.00	21.69	0.00	21.69
75705 - Learning costs	0.00	9,981.86	0.00	9,981.86
76110 - Foreign Exch Translation Loss	0.00	63.63	0.00	63.63
76125 - Realized Loss	0.00	160.06	0.00	160.06
76135 - Realized Gain	0.00	-482.89	0.00	-482.89
<b>Total for Fund 04000</b>	<b>0.00</b>	<b>231,206.80</b>	<b>0.00</b>	<b>231,206.80</b>
<b>Fund : 11411 (Risk reserve RBA)</b>				
72105 - Svc Co-Construction & Engineer	0.00	95,403.06	0.00	95,403.06
76125 - Realized Loss	0.00	1,117.13	0.00	1,117.13
<b>Total for Fund 11411</b>	<b>0.00</b>	<b>96,520.19</b>	<b>0.00</b>	<b>96,520.19</b>
<b>Fund : 11999 (Development Advisory Services)</b>				
72205 - Office Machinery	0.00	3,404.53	0.00	3,404.53
72805 - Acquis of Computer Hardware	0.00	6,590.50	0.00	6,590.50
73310 - Maint & Licencing of Software	0.00	1,472.70	0.00	1,472.70
76125 - Realized Loss	0.00	1.55	0.00	1.55
76135 - Realized Gain	0.00	0.00	0.00	0.00
<b>Total for Fund 11999</b>	<b>0.00</b>	<b>11,469.28</b>	<b>0.00</b>	<b>11,469.28</b>
<b>Fund : 30071 (Programme Cost Sharing GOV1)</b>				
63515 - Security-related Costs	0.00	5,416.02	0.00	5,416.02
71305 - Local Consult.-Sht Term-Tech	0.00	140,637.91	0.00	140,637.91
71605 - Travel Tickets-International	0.00	2,781.68	0.00	2,781.68
71615 - Daily Subsistence Allow-Intl	0.00	2,817.74	0.00	2,817.74
71620 - Daily Subsistence Allow-Local	0.00	101,079.71	0.00	101,079.71
71625 - Daily Subsist Allow-Mtg Partic	0.00	119.46	0.00	119.46
72105 - Svc Co-Construction & Engineer	0.00	-34,667.46	0.00	-34,667.46
72130 - Svc Co-Transportation Services	0.00	224.01	0.00	224.01
72145 - Svc Co-Training and Educ Serv	0.00	6,691.89	0.00	6,691.89
72205 - Office Machinery	0.00	4,806.31	0.00	4,806.31
72215 - Transportation Equipment	0.00	42,445.57	0.00	42,445.57
72220 - Furniture	0.00	1,679.71	0.00	1,679.71
72311 - Fuel, petroleum and other oils	0.00	33,176.93	0.00	33,176.93
72402 - Building Maintenance	0.00	2,020.67	0.00	2,020.67
72425 - Mobile Telephone Charges	0.00	16,518.64	0.00	16,518.64
72505 - Stationery & other Office Supp	0.00	4,413.85	0.00	4,413.85
73110 - Custodial & Cleaning Services	0.00	942.51	0.00	942.51
73120 - Utilities	0.00	706.55	0.00	706.55
73125 - Common Services-Premises	0.00	14,208.64	0.00	14,208.64
73406 - Maintenance of Equipment	0.00	5,643.00	0.00	5,643.00
73410 - Maint, Oper of Transport Equip	0.00	9,615.14	0.00	9,615.14
74215 - Promotional Materials and Dist	0.00	269.23	0.00	269.23
74220 - Translation Costs	0.00	820.00	0.00	820.00
74510 - Bank Charges	0.00	31.38	0.00	31.38
74520 - Storage	0.00	14,473.44	0.00	14,473.44
74725 - Other L.T.S.H.	0.00	622.96	0.00	622.96

Page 6 of 9  
Run Time: 08-05-2019 19:05:05

Signed By: Elhadji Oumar Diallo, Operator Advisor Date: 08/05/2019  
Signed By: A. B. S. A. R. T. O. U. R. A. L. I. N. G. Date: 8/5/2019





UN Development Programme  
Report ID: unglcdp

### Combined Delivery Report By Project

Page 7 of 9  
Run Time: 08-05-2019 19:05:41

#### Selection Criteria :

Business Unit : SEN10  
Period : Jan-Dec (2018)  
Selected Project Id : ALL  
Selected Fund Code : ALL  
Selected Dept. IDs : ALL  
Selected Outputs : 00094053,00107853,00107854

Project Id : ALL	Period : Jan-Dec (2018)			
Output # : ALL	Impl. Partner : Location :			
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
37001 - Senegal - Central	63,585.81	14,499,445.83	0.00	14,563,031.64
37008 - Senegal - Poverty Reduction	0.00	1,294,731.20	0.00	1,294,731.20



UN Development Programme  
Report ID: unglcdrp

### Combined Delivery Report By Project

Page 8 of 9  
Run Time: 08-05-2019 19:05:08

### Funds Utilization

#### Selection Criteria :

Business Unit : SEN10  
Period : Jan-Dec (2018)  
Selected Project Id : ALL  
Selected Fund Code : ALL  
Selected Dept. IDs : ALL  
Selected Outputs : 00094053,00107853,00107854

Project/Award: 00086871 Programme d'Urgence de Develop

Period : As at Dec 31, 2018

Output #	00094053	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			423,089.48
Undepreciated Fixed Assets			- 0.02
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00
Commitments			27,167,104.74

Output #	00107853	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			0.00
Undepreciated Fixed Assets			0.00
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00
Commitments			26,347.65

Output #	00107854	Impl. Partner :99999 UNDP	UNDP AMOUNT
Outstanding NEX advances			0.00
Undepreciated Fixed Assets			0.00
Unamortized Intangible Assets			0.00
Inventory			0.00
Prepayments			0.00





UN  
DP UN Development Programme  
Report ID: unglodrp

Combined Delivery Report By Project

Page 9 of 9  
Run Time: 08-05-2019 19:05:08

**Funds Utilization**

Commitments

40,822.89

## Annex 2: Statement of Assets and Equipment




UN Development Programme  
Report ID: UNAM5558

### Asset Management Detail Report

Page 1 of 1  
Run Time: 08-05-2019 12:05:18

Business Unit: SEN10	Country: Senegal	Category: In Service	Project Type: Development	Amount >1500	From/To date: 01-JAN-2004 ~ 31-DEC-2018
Operating Unit: SEN	Department:	Impl Agency:	Donor:	Fund Code:	Project: 00094053 Profile ID:
Count: 0		Total Value:		0.00 (USD)	

## Annex 3: Statement of Cash

Programme des Nations Unies pour le développement			
		 Au service des peuples et des nations	
<b>Statement of Cash Position (as at 31 December 2018)</b>			
Country Office	:	Senegal	
Project Title	:	PUDC (Programme d'Urgence de Développement)	
Output	:	00094953 (+ 00107853 & 00107854)	
Period covered	:	2018 January to	
		Amount Local currency (XOF)	Amount (USD)
A	Opening Fund Balance as at 01 Jan 2018		
	Cash in hand	-	
	Bank	1 443 057 470,00	2 628 472,10
	Sub-Total	1 443 057 470,00	2 628 472,10
B	Advance Received from	13 765 350 342,00	25 483 237,43
C	Total Funds Available (A+B) for	15 208 407 812,00	28 111 709,53
D	Payments/Expenditure for 2018	8 923 590 405,81	15 538 393,13
E	Exchange Loss 2018	183 411 788,87	319 369,71
F	Financial commitments *	-	-
G	Closing Fund Balance (C-D-E-F)**	6 101 405 617,33	12 253 946,69
H	Closing Balance represented by:		
	Cash in hand	-	-
	Bank	26 924 815,00	46 883,41
	Unrepresented checks	-	-

Total	26 924 815,00	46 883,41
<b>N.B: Difference : G - H =</b> <b>= vouchers 2017 (put on hold and paid in 2018).</b>		
	<b>6 074 480 802,33</b>	<b>XOF</b>

**\* Note on Financial Commitments**

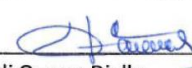
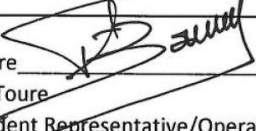
Financial commitments are transactions initiated and finalised in 2018 for which payment was not made in 2018, i.e: goods/services received and invoiced in 2018.

**\*\* Note on Closing Fund Balance**

The closing fund balance includes exchange gains and losses (gains are added, losses are subtracted)

**\*\*\* Note on Cash in hands**

To explain make up of cash in hand if any at the year end.

Signed by : (Signature)  Name: Elhadj Oumar Diallo Title : Operations Adviser for PUDC Date : 31/12/2018	Signed by : (Signature)  Name: Aboubacar Toure Title : Deputy Resident Representative/Operations Date : 31/12/2018
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Mark Henderson  
 Partner  
 BDO LLP  
 150 Aldersgate Street  
 London EC1A 4AB  
 31 July 2019



## Annex 4: Audit finding priority ratings

The following categories of priorities are used:

<b>High (Critical)</b>	Prompt action is required to ensure that UNDP is not exposed to high risks. Failure to take action could result in major negative consequences for UNDP.
<b>Medium (Important)</b>	Action is required to ensure that UNDP is not exposed to risks. Failure to take action could result in negative consequences for UNDP.
<b>Low</b>	Action is desirable and should result in enhanced control or better value for money. Low priority recommendations, if any, are dealt with by the audit team directly with the Office management, either during the exit meeting or through a separate memo subsequent to the fieldwork. <b>Therefore, low priority recommendations are not included in this report.</b>

## FOR MORE INFORMATION:

BDO LLP International Institutions and Donor Assurance team

<https://www.bdo.co.uk/en-gb/services/advisory/consulting/international-institutions-and-donor-assurance>

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