



Commonwealth of Dominica
MINISTRY OF ENVIRONMENT, CLIMATE RESILIENCE,
DISASTER MANAGEMENT AND URBAN RENEWAL

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Commonwealth of Dominica

Ms. Chisa Mikami
Resident Representative
UNDP Barbados and the OECS Sub regional Office
UN House, Marine Gardens
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Barbados

Dear Chisa Mikami

I wish to acknowledge your correspondence of December 13, 2018 regarding the UNDP GEF Portfolio in Dominica. As discussed with your team, the Ministry of Environment, Climate Resilience, Disaster Management and Urban Renewal is committed to strengthening the management of all projects including those under the GEF Portfolio.

Since the transition of these projects to this Ministry we have been working closely with your team to regularize some of the issues that have been identified during the spot check. The following actions have been taken to date;

1. Change of designated account for the GEF Funded projects. All payments will be processed via the Government's Smart Stream system and would be subject to all the internal control mechanisms of the Ministry of Finance.
2. New procedures regarding reporting, financial management and communication to donors have been provided to all project coordinators. A copy of this correspondence will be forwarded to you under separate cover.

Moving forward the Ministry proposes the following:

1. Implementing Partner for all projects should be changed to the Ministry of Environment, Climate Resilience, Disaster Management and Urban Renewal with immediate effect. The agreements should therefore be revised to reflect this adjustment.
2. Recruitment of a new project coordinator for the SSE Project within the shortest possible time to continue the activities under the project and monitor the recipients of the Grant Scheme.
3. All outstanding information requested in the audit to be submitted within one month of recruitment of the new SSE Project Coordinator.
4. Convening of Project Steering Committee during the week of February 4-8, 2019 to share finding of spot check and discuss new arrangements for management of the SSE project.
5. As discussed at the most recent meeting with UNDP officials regarding the LCDP Project, UNDP to assist with expediting this project through direct procurement.

We look forward to working with you towards the successful implementation these current and future projects for the development of Dominica.

Best Regards

CAREEN PREVOST
PERMANENT SECRETARY

cc: Minister for Environment, Climate Resilience, Disaster Management and Urban Renewal
Rosamund Edwards, Financial Secretary
Anderson Parillion, UNDP Focal Point
Ian King, Head of UNDP Dominica Project Office