



NOTE TO FILE

Subject: Financial closure of old development projects carried out under the 2012 - 2017 program cycle

The purpose of this note to the file is to allow for the final closure of the old projects carried out under the 2012 - 2017 program cycle listed in the table below and which have not seen any activity for several years.

	Numéro de projet	Intitulé de projet
1	00050928	DEVELOPMENT SUPPORT SERVICES
2	00111107	Biomass Recovery for Energy
3	00111127	Capacités locales renforcées
4	00121089	Droit de l'Homme Promus
5	00079015	Sustainable Management of the Mbe River Forested
6	00044557	Appui Réseaux Territoriaux pour la Gouvern locale et Develop
7	00065011	Development Effectiveness
8	00089322	Prépa 3ème Comm Nationale du Gabon
9	00103136	Projet FIDA /VNU
10	00043745	Conservation de la biodiversité transfrontalière

The search for information both within UNDP and with national partners did not allow for the collection of certain required information. This situation can be explained by the fact that the people involved in the implementation of the project are no longer in place, which has made it impossible to trace documentation.

This note to the file establishes the situation of the main missing information for all the projects concerned, namely:

- The minutes of the last steering committee,
- The final financial report,
- The final signed CDR,
- the lessor's report
- The memo of transfer of the equipment
- The extract of the audit report

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These are the information elements of this note to the file, which I have the honor to submit to your appreciation in order to authorize the final closing of the said projects.

Date : November, 8th 2021

Préparé par : Ketty Inoussa AKOUSSA

PMSU

Signature :

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Revu par

Mirana Rahiravola

Signature

Operations Manager a.i

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Approuvée par :

Francis JAMES

Signature :

Représentant Résident

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