



This list has to be initiated and processed by the Project Manager*

SECTION 1: PROJECT INFORMATION

1. Project Title: Haiti Quake-const Prefabhuouses	2. Atlas Project Number: 73929	3. Award No: 58170
---	--------------------------------	--------------------

SECTION 2: OPERATION CLOSURE

TASK	RESPONSIBLE PERSON	ATLAS ACTION POINT	YES	NO	NOTES
4. Prepare Final Project Review report	Project Manager*	Atlas Report: Quarterly Review Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A standard format should be used; prepared in the form of a case study . Review the following links; Final Project Review Report Deliverable Description
5. Conduct final review	Project Board Programme Officer	Project Attachment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Include in this meeting a final review of project financials, results, progress on capacity development strategies, and lessons learned . Topics during the review include: <ul style="list-style-type: none"> Activity deliverables quality Overall project performance Outstanding activities Use of remaining budget, if any Effective date of project closure Transitioning of responsibilities to national counterparts Hand-over of assets
6. Commission project evaluation	Project Board		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mandatory only when required by partnership protocols (e.g. GEF) and within the context of UNDAF evaluation. Review the following links: Project Evaluation TOR Project Evaluation Report
7. Initiate project Audit (if applicable)	Project Board		<input checked="" type="checkbox"/>	<input type="checkbox"/>	NEX projects have to be audited at least once in the life of the project, and each year that it is considered appropriate by the CO (depending on level of delivery, difficulties found during the year, etc.). For more information on project audit, please refer to Office of Audit and Investigations website .
8. Notify operational completion of the project	Project Board		<input checked="" type="checkbox"/>	<input type="checkbox"/>	The project is operationally complete when the last UNDP-financed inputs have been provided and related activities completed. The Project Manager should notify the Project Board when this state has been reached. When a project is operationally complete, the parties must agree on the disposal of any equipment that is still the property of UNDP. Equipment purchased with UNDP funds remain UNDP property until formally transferred or otherwise disposal off.
9. Operationally close the project (and Award if applicable)	Project Assurance	Project>Project Status C	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Based on the Project Board decision to close the project, project status in Atlas will be set to "Operationally Closed". No further financial commitment can be made.
		Award Profile> Status C	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

SECTION 3: FINANCIAL CLOSURE

TASK	RESPONSIBLE PERSON	ATLAS ACTION POINT	YES	NO	NOTES
10. Transfer project deliverables and documents At the completion of the project, the parties must agree on the disposal of equipment that is still property of UNDP. Equipment purchased with UNDP funds remain UNDP property until formally transferred or otherwise disposal of)	Project Manager/ Programme Officer/ Head of Unit	None	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Also complete; <ul style="list-style-type: none"> (a) Completed equipment/asset list (inventory list), (refer equipment/Asset listing) and; (b) Transfer or dispose of assets (refer Transfer of Asset Form: Annex I) Project deliverables, documents, files, equipment and materials (if not already transferred) should be transferred to the national beneficiaries or national representatives at this time.
11. Ensure that all financial transactions are in Atlas (Based on final report from the Implementing Partner)	Programme Officer		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Atlas Transaction Check: <ul style="list-style-type: none"> No outstanding advances-in either local currency or USD No open POs no pending GLJEs no unapplied deposits no AR direct journals in budget error or incomplete Status the CDR for the previous quarter shows zero encumbrances All Audit Gaps should be closed with supporting documentation



12. Update other ATLAS requirements (Based on final report from the Implementing Partner)	Programme Officer		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Update the following; <ul style="list-style-type: none"> Quality Log Issues Log Risk Log Lessons Learned Log Communication and Monitoring Plan
13. Review and sign final CDR	Project Manager/ Programme Officer/ Head of Unit	ATLAS report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Signed by UNDP, confirming final project financial accounts and expenditures. Project should be financially completed not more than 12 after operational completion or date of discontinuation. For More information refer to the CDRPD1 document.
14. Conduct final project budget revision and sign final Annual Work Plan	Project Manager	Grants>Award> Award Profile/ Project/Project Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signed by UNDP and Implementing Partner, confirming final project Annual Work Plan according to the actual project activities. No adjustments can be made to a financially completed project.
15. Negotiate with Donor on refund/reallocation of cost-sharing balances at the fund-project-donor level (very last step prior to designating the project as financially complete)	Programme Officer/ Head of Unit	General Ledger>Journal>Create Journal Entries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	UNDP Issue refunds to donor as the very last step before designating a project as financially complete in ATLAS .If the donor requests a refund at any earlier point then you need to the approval of the Chief, Account Division or Treasurer to issuing the refund.
16. Ensure project accounts are closed	Project Assurance	Project>Project Status F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Closure of any project-based financial accounts or funds. Once confirmed, project status in Atlas will be set to "Financially Closed". No further financial transactions can be made.</p> <p>For more information on project closure procedures and policies, see Closing a Project document and Programme and Project Completion, or refer to Closing a Project in the POPP.</p>

SECTION 4: APPROVAL

1. Project Manager:

Name: _____ Signature: _____

Comments: _____ Date: _____

2. Programme Officer:

Name: _____ Signature: _____

Comments: _____ Date: _____

3. Head of Unit:

Name: _____ Signature: _____

Comments: _____ Date: _____

4. Management Support Unit:

Name: _____ Signature: _____

Comments: _____ Date: _____

5. Deputy Regional Director RBLAC:

Name: _____ Signature: _____

Comments: _____ Date: _____

* In absence of project manager; the Programme Officer or the Head of Unit should initiate and process this checklist.

REGIONAL PROJECT CLOSURE

NOTE TO THE FILE

Project Title: Haiti Quake-cont Prefabhouses

Project and Output number: 00073929 – **Project number:** 00058170

a) Project Management Framework

- 1. Documentation uploaded in Atlas**
 - No project document was found or generated
- 2. Documentation not uploaded in Atlas**
 - No project document was found or generated
- 3. Justification for not unloading documentation**
 - the project was a management project
- 4. Other relevant information for project closure**
 - Close the Project because it was never used.
- 5. Recommendation produced by Programme Unit**
 - Close the Project because all budget was used and we can fine any balance.

b) Project Finance Management framework

6. Financial considerations

6.1. Project overview

<i>Project</i>	<i>UNDP1 #73929</i>					
Sum of USD Am					year	
Activity Id	Account	Fund	Donor (Agency)	2010		Grand Total
ACTIVITY1	21015	80195		12	0.00	0.00
	72399	80195		12	2,981,503.29	2,981,503.29
	74505	80195		12	4,152.85	4,152.85
ACTIVITY1 Total					2,985,656.14	2,985,656.14
Grand Total					2,985,656.14	2,985,656.14


6.2. *Other financial topics*

N/A

7. Other relevant information for project closure

8. Recommendation produced by finance unit

- Close the project.

Elaborated by: Signature 

Programme and Finance Associate Regional HUB RBLAC

Clearance by: Signature _____

Regional Hub Director RBLAC

Project Completion Checklist

Unit: RBLAC/H03

Award ID: UNDP1 #58170

Project ID/ Output No: HAITI QUAKE-CONST PREFABHOUSES #73929

I confirm that all of the following matters have been considered and resolved:

✓	No outstanding NEX advances – in either local currency or USD
✓	No outstanding PDRs
✓	No open Purchase Orders
✓	No Receipt Accruals
✓	No outstanding commitments
✓	No pending prepayments and other non PO advances
N/A	All pre-financing activities have been recovered and/or reimbursed
✓	No pending GMS or Direct Projects Charging (formerly ISS). (If Off-the-top GMS was used, extra-budgetary income taken must be reconciled to actual expenses/delivery. A pro-rata return of GMS based on the balance of unspent funds must be done).
✓	No pending GLJEs
✓	No unapplied deposits or other unrecorded revenue
✓	No outstanding Accounts Receivable to be received from donors per signed agreements
✓	No AR direct journals in budget error or incomplete status
N/A	All assets are transferred or otherwise disposed of. Asset transfer letters/ documents are in place
N/A	Ensure all transactions for sale/transfer/donation/disposal etc. of assets have been processed and GMS charged
N/A	All items held as inventory should be distributed or transferred to recipient or returned to donor as specified in the donor agreement
N/A	All project petty cash is cleared
N/A	Project bank account is fully reconciled and closed
N/A	All accrued employee benefits are fully accounted
N/A	No other pending liabilities
✓	The CDR for the previous quarter shows zero future expenses (commitments)
N/A	Final LPAC/ steering committee minutes are available
N/A	All audit observations are closed with supporting documentation
✓	The final CDR is signed by UNDP and the implementing partner. Final report submitted by responsible parties.
N/A	If a cost sharing project, the unexpended balance has been agreed to the general ledger
N/A	Consultations with donors on the disposition of unexpended cost sharing balances, where required by the contribution agreement, have taken place and are documented in writing.

N/A	All refunds to donors have been transferred to Account 21030 (Pending Refunds to Donors) and the project balance is zero.
N/A	Notified Treasury Contributions Unit if the donor agreement requires interest to be refunded to the donor if specified in the agreement
N/A	Notified the GSSC to close any associated contract in the contracts module.
N/A	All donor reports, as established in the Cost Sharing agreement, were submitted and acknowledged receipt by the donor representative

Name: Susan McDade

Title: Deputy Regional Director, RBLAC

Signature _____ Date

This checklist must be signed by the Resident Representative / Head of office or officer designated by the Resident Representative / Head of office.

Output Details

Business Unit	UNDP1	Output Status	Operationally Closed
Project Number	00058170	Effective Date	26/3/2013
Output Number	00073929	Output Manager	
Output Name	HAITI QUAKE-CONST PREFABHOUSES		

Output Financials (Cash Funds)

Total Contribution Recognized	\$ 0.00	Approved Budget	\$ 3,800,000.00
Transfers to/from - Funds/Donor	\$ 0.00	Advances Balance	\$ 0.00
Interest Earned	\$ 0.00	Total Expense	\$ 2,985,656.14
Advances Balance	\$ 0.00	Undepreciated Assets	\$ 0.00
Total Expense	\$ 0.00	Open Purchase Orders	\$ 0.00
Undepreciated Assets	\$ 0.00	Balance	\$ 814,343.86
Open Purchase Orders	\$ 0.00		
Fund Balance	\$ 0.00		

Output Financials (Allocation Funds)

eChecklist Instructions: (This Is Pilot eChecklist)

In order to be able to close the project operationally all items in the below list need to be checked as (YES). If any of the items is not applicable for the project then it can be checked as (YES). A project is operationally completed when the last UNDP-financed inputs have been provided and related activities have been completed.

Operational Completion:

A project is operationally complete when the last UNDP-financed inputs have been provided and the related activities have been completed. Through the project board, the implementing partner promptly notifies the UNDP country office when this has been done. Should the implementing partner not do so, the UNDP programme manager must determine when the project is operationally complete.

When a project is operationally complete, the parties must agree on the disposal of any equipment that is still the property of UNDP.

<https://intranet.undp.org/global/popp/ppm/Pages/Closing-a-Project.aspx>

No.	TASK	YES	NO	NOTES
1	Prepare Final Project Review Report and as Annex, a lessons-learned report.	<input type="checkbox"/>	<input type="checkbox"/>	A standard format should be used. Review the following links: Final Project Review Report (POPP) and lessons learned as per the following guidelines . Using the final Project Review Report, the Lessons Learned Report and other documentation as appropriate, the project board should assess in this meeting the performance and success of the project, and its contribution to related outcomes. Topics during the review include: <ul style="list-style-type: none"> • Achievements of last year targets; • Overall project performance and sustainability of results; • Achievement on capacity development; • Outstanding activities; • All Open POs have been fully received; • Lessons learned; • Use of remaining budget, if any; • Effective date of project closure; • Transitioning of responsibilities to national counterparts.
2	Conduct Final Project Review by Project Board. And update the lessons learned report to include a brief record of decisions and conclusions related to follow-up actions.	<input type="checkbox"/>	<input type="checkbox"/>	

- Hand-over of assets.

If required by partnership arrangements or if so decided by UNDP, commission project evaluation, prepare a management response to evaluation and discuss and share findings and recommendations for learning. Review the following links: [Evaluation Resource Centre TOR for Evaluation Evaluation Report Format](#)

NEX projects have to be audited at least once in the life of the project, and each year that it is considered appropriate by the CO (depending on level of delivery, difficulties found during the year, etc.). For more information on project audit, please refer to [Office of Audit and Investigations website](#).

3 Commission project evaluation

4 Initiate project Audit (if applicable)

eChecklist Instructions: (This Is Pilot eChecklist)

In order to be able to close the project financially all items in the list need to be checked as (YES). If any of the items is not applicable for the project then it can be checked as (YES). This list provides details based on standard queries based on the output ID so it might not reflect some of the exceptions. Therefore, it should be used as a guide for the closure but manual verification as per the POPP is required by the CO to ensure all the exceptions have been considered and resolved.

TASK	YES	NO	NOTES	Account	Atlas Transaction Check	Atlas Balance	Transaction Currency	Base Currency (USD)
Ensure that all financial transactions are in Atlas General Ledger (Based on final report from the Implementing Partner)	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
No outstanding NEX advances-in either local currency or USD (Account 16005)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Outstanding Advances</u>		0.00		\$ 0.00
No other outstanding advances-in either local currency or USD (Account 14001, 14056, 14057, 14501, 16006, 16010, 16015, 17008, 17009)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Outstanding Advances Other</u>		0.00		\$ 0.00
No outstanding Project Delivery Reports (PDRs);	<input checked="" type="checkbox"/>	<input type="checkbox"/>		PDR: http://unex.undp.org				
No open Purchase Orders (POs);	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Open Purchase Orders</u>		0.00		\$ 0.00
No Receipt Accruals;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Receipt Accruals</u>		0.00		\$ 0.00
No Outstanding Commitments;	<input type="checkbox"/>	<input type="checkbox"/>		Please ensure commitments outside Atlas are resolved (Non-PO Commitments) - Supporting documents if any should be uploaded to Atlas (Attachments Tab)				
No outstanding prepaid vouchers (Account 16065)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Prepaid Vouchers</u>		0.00		\$ 0.00
No pending vouchers;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>No Pending Vouchers</u> - Please run the query link to verify and check any pending vouchers. Supporting documents if any should be uploaded to Atlas (Attachments Tab)				
All pre-financing activities have been recovered and/or reimbursed.	<input type="checkbox"/>	<input type="checkbox"/>						
No pending GMS or Direct Project Charging (Formerly ISS). (If Off-the-top GMS was used, extra-budgetary income taken must be reconciled to actual expense/delivery. A pro-rata return of GMS based on the balance of unspent funds must be done);	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Charged GMS Rate %</u>		% 0.00		% 0.00
No pending GLJEs;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>GLJEs Not Posted</u>		0.00		\$ 0.00
No unapplied deposits or other unrecorded revenue;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Unapplied Deposits by Office</u>		0.00		\$ 0.00
No outstanding Accounts Receivable to be received from donors per signed agreements;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Contract Pending Events</u>		0.00		\$ 0.00
No outstanding Contribution Receivable to be collected from donor (GL Account 14015 Balance including FX Revaluation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Contribution Amount Not Collected</u>		0.00		\$ 0.00
No AR direct journals in budget error or incomplete status;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>No Pending AR direct journals</u> - Please run the query link to verify and check any pending AR direct journals.				
All assets are transferred or otherwise disposed of; Asset Transfer letters/documents are in place. (GL 18xxx Accounts) (Click Link for ISR Report)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Assets</u>		\$ 0.00		\$ 0.00
All un-used inventory items held at the end of the project has been disposed off or transferred to other projects	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Supporting documents if any should be uploaded to Atlas (Attachments Tab)				
Ensure all transactions for sale/transfer/donation/disposal etc. of assets have been processed and GMS charged.	<input type="checkbox"/>	<input type="checkbox"/>		Supporting documents if any should be uploaded to Atlas (Attachments Tab)				
All items held as inventory should be distributed or transferred to recipient or returned to donor as specified in the donor agreement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Supporting documents if any should be uploaded to Atlas (Attachments Tab)				
All Project Petty Cash (11015 (old), 16105(new)) and Project Cash Advance Accounts (Acc. 16106, 16107, 16108 and 16007) are cleared;	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Petty Cash & Cash Advance</u>		0.00		\$ 0.00
Project Bank Account is fully reconciled and closed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Project staff should coordinate with implementing partner to close Project Bank account.				
All Staff Receivables in USD Only (Acc. 14005, 14020, 14022, 14023, 14025, 14030,	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>Staff Receivables</u>		0.00		\$ 0.00

	No Pending AR direct journals - Please run the query link to verify and check any pending AR direct journals.	Assets	Supporting documents if any should be uploaded to Atlas (Attachments Tab)	Supporting documents if any should be uploaded to Atlas (Attachments Tab)	Supporting documents if any should be uploaded to Atlas (Attachments Tab)	Petty Cash & Cash Advance	Project staff should coordinate with implementing partner to close Project Bank account	Staff Receivables	Employee Benefits	Pending Liabilities	Copy of CDR should be uploaded to Atlas (Attachments Tab)	Minutes should be uploaded to Atlas (Attachments Tab)	Supporting documents if any should be uploaded to Atlas (Attachments Tab)	Supporting documents should be uploaded to Atlas (Attachments Tab)	Fund	Donor	Amount USD
<input checked="" type="checkbox"/>	No AR direct journals in budget error or incomplete status;																
<input checked="" type="checkbox"/>	All assets are transferred or otherwise disposed of; Asset Transfer letters/documents are in place. (GL 18xxx Accounts) (Click Link for ISR Report)																\$ 0.00
<input checked="" type="checkbox"/>	All un-used inventory items held at the end of the project has been disposed off or transferred to other projects																\$ 0.00
<input checked="" type="checkbox"/>	Ensure all transactions for sale/transfer/donation/disposal etc. of assets have been processed and GMS charged.																\$ 0.00
<input checked="" type="checkbox"/>	All items held as inventory should be distributed or transferred to recipient or returned to donor as specified in the donor agreement.																\$ 0.00
<input checked="" type="checkbox"/>	All Project Petty Cash (11015 (old), 16105(new)) and Project Cash Advance Accounts (Acc. 16106, 16107, 16108 and 16007) are cleared;																\$ 0.00
<input checked="" type="checkbox"/>	Project Bank Account is fully reconciled and closed.																\$ 0.00
<input checked="" type="checkbox"/>	All Staff Receivables in USD Only (Acc. 14005, 14020, 14022, 14023, 14025, 14030, 14035, 14040, 14042, 14045, 14046, 14050, 14055, 14085) are cleared;																\$ 0.00
<input checked="" type="checkbox"/>	All accrued employee benefits are fully accounted.																\$ 0.00
<input checked="" type="checkbox"/>	No other pending liabilities in USD Only; (GL 2xxxx Accounts - Excluding 21005)																\$ 0.00
<input checked="" type="checkbox"/>	The CDR for the previous quarter shows Zero future expenses (commitments).																\$ 0.00
<input checked="" type="checkbox"/>	Final LPAC / Steering committee minutes are available.																\$ 0.00
<input checked="" type="checkbox"/>	All audit observations are closed with supporting documentation.																\$ 0.00
<input checked="" type="checkbox"/>	The final CDR is signed by UNDP and the implementing Partner. Final report submitted by responsible parties.																\$ 0.00
<input checked="" type="checkbox"/>	If cost sharing project, the unexpended balance has been agreed to the general ledger. (The Balances excludes Open Purchase Orders reflected in the Output Financials) AND (Excludes Outstanding Contribution Receivable to be collected from donor) if any.																\$ 0.00
<input checked="" type="checkbox"/>	Consultations with Donors on the disposition of unexpended cost-sharing balances, where required by contribution agreement, have taken place and are documented in writing.																\$ 0.00
<input checked="" type="checkbox"/>	All refunds to donors have been transferred to Account 21030 (Pending Refund to Donors) and the project Balance is Zero. (Only in Base Currency)																\$ 0.00
<input checked="" type="checkbox"/>	Notified Treasury Contributions Unit if the donor agreement requires interest to be refunded to the donor if specified in the agreement.																\$ 0.00
<input checked="" type="checkbox"/>	Notified the GSSC to close any associated contract in the contracts module.																\$ 0.00
<input checked="" type="checkbox"/>	All donor reports, as established in the Cost Sharing agreement, were submitted and acknowledged receipt by the donor representative.																\$ 0.00
<input checked="" type="checkbox"/>	Ensure project accounts are closed.																\$ 0.00

UNDP Issue refunds to donor as the very last step before designating a project as financially complete in ATLAS. If the donor requests a refund at any earlier point then you need to the approval of the Chief, Account Division or Treasurer to issuing the refund. Please refer to Refunds to Donors in the POPP.

Pending Refund to Donor \$ 0.00

Supporting documents if any should be uploaded to Atlas (Attachments Tab)

Supporting documents if any should be uploaded to Atlas (Attachments Tab)

Supporting documents if any should be uploaded to Atlas (Attachments Tab)

Closure of any project-based financial accounts or funds. Once confirmed, project status in Atlas will be set to "Financially Closed". No further financial transactions can be made.

For more information on project closure procedures and policies, please refer to Closing a Project and Financial Closure of Development Projects and Trust Funds in the POPP.

Management Comments (if any):

Find: First: 1 of 1 Last

+

-

Author _____ **Date Time Stamp** _____

Save

Phases Approval Justification User Fields Rates Attachments Security by Permission List

Project: 00073929

Description: HAITI QUAKE-CONST PREFABHOUSES

Document Attachments	Personalize	View All	First	1 of 1	Last
1	Requests	Attached File			

Save as Template Copy Project

Go To: My Projects Project Valuation Project Team Project Activities Attributes More

Save

Return to Search

Refresh

Add

Update/Display

Include History

Correct History

Project: 00073929 [Add to My Projects](#)

***Description:** HAITI QUAKE-CONST PREFABHOUSES **Processing Status:** Active

***Integration:** UNDP1 **Project Status:** Operationally Closed

Project Type: ORGSP UN Development Programme

Percent Complete: 0.00 **As Of:** Organizational Support

Project Health: **As Of:**

***Start Date:** 22/01/2010 ***End Date:** 22/01/2012 **Additional Dates**

Description

Date/Time Stamp: 22/01/10 4:09:08PM **User ID:** elena.garcia-ramos

Description: HAITI EARTHQUAKE 2010: CONSTRUCTION OF PREFAB HOUSES

Long Description:

[Save as Template](#) [Copy Project](#)

Go To: My Projects | Project Valuation | Project Team | Project Activities | Attributes | More

[Save](#) [Return to Search](#) [Refresh](#) [Add](#) [Update/Display](#) [Include History](#) [Correct History](#)

Ledger Inquiry

Ledger Summary

Before clicking on Detail hyper link, you can click on "Configure Ledger Chartfield Display" to display the chartfields that are pertinent to your inquiry.

Ledger Criteria

Inquiry Name	Unit	Ledger	Fiscal Year	From Period To Period	Currency	Stat
MVC	UNDP1	USD	2016	1 12		

Show YTD Balance
 Include Closing Adjustments
 Max Ledger Rows: 100
 Show Transaction Details
 Only in Base Currency

Go To: [Inquiry Criteria](#)

[Ledger Detail Drill-Down Chartfield Display](#)

Period	Detail	Account	Account Description	Period Balance (in Base Currency)	YTD Period Balance (in Base Currency)
0	Detail	31005	Unexpended Resources	2,985,656.14	2,985,656.14 USD
Currency Totals					
Posted Total Amount:				2,985,656.14	USD

Save

Return to Search

Notify

Add

Update/Display



Combined Delivery Report By Project

UN Development Programme
Report ID: unglcdrp

Page 1 of 4
Run Time: 13-10-2016 18:10:28

Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2012)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

Table with 5 columns: Project Id, Output #, Period, Impl. Partner, Location, Govt Exp, UNDP Exp, UN Agencies Exp, Total Exp. Row 1: 00058170 GOE FOR THE OFFICE OF THE SPEC, 00072144 GOE FOR THE OFFICE OF THE SPEC, Jan-Dec (2012), 99999 UNDP, United Nations Development Pro.

Dept: 81201 (RBLAC/HQ/CO Support)

Fund : 02900 (RR Global Reserve)

74525 - Sundry 0.00 0.00 0.00 0.00

Total for Fund 02900 0.00 0.00 0.00 0.00

Fund : 30000 (PROGRAMME COST SHARING)

71305 - Local Consult.-Sht Term-Tech 0.00 14,300.00 0.00 14,300.00

71605 - Travel Tickets-International 0.00 96.97 0.00 96.97

72440 - Connectivity Charges 0.00 349.00 0.00 349.00

75105 - Facilities & AdmIn - Implement 0.00 0.00 0.00 0.00

75115 - Facilities & AdmIn - OH & Ind 0.00 19,626.17 0.00 19,626.17

Total for Fund 30000 0.00 34,372.14 0.00 34,372.14

Total for Dept : 81201 0.00 34,372.14 0.00 34,372.14

Total for Output : 00072144 0.00 34,372.14 0.00 34,372.14

Project Total : 0.00 34,372.14 0.00 34,372.14

Signed By : _____ Date : _____

Signed By : _____ Date : _____



Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2012)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

Project Id : ALL	Period : Jan-Dec (2012)			
Output # : ALL	Impl. Partner :			
	Location :			
	Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp
81201 - RBLAC/HQ/CO Support	0.00	34,372.14	0.00	34,372.14



Funds Utilization

Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2012)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

No Data found for the Selection Criteria



UN
DP

UN Development Programme

Report ID: unglcdrp

Combined Delivery Report By Project

Page 4 of 4
Run Time: 13-10-2016 18:10:31

**Schedule to Combined Delivery Report
IPSAS Adjustments as at 1 January 2012**

Selection Criteria :

Business Unit : UNDP1
Selected Project(s): 00058170
Selected Fund Code : ALL
Selected Output(s): ALL

Project Id : ALL					
Output # :					
Impl. Partner :	NONE				
Description	Account	Fund	Donor	Amount	

No Data found for the Selection Criteria



Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2013)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

Project Id :	Period :	Jan-Dec (2013)			
Output # :	Impl. Partner :				
	Location :				
		Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

No Data found for the Selection Criteria



UN
DP

UN Development Programme
Report ID: unglcdrp

Combined Delivery Report By Project

Page 2 of 2
Run Time: 13-10-2016 18:10:35

Funds Utilization

Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2013)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

No Data found for the Selection Criteria



Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2016)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

Project Id :	Period :	Jan-Dec (2016)			
Output # :	Impl. Partner :				
	Location :				
		Govt Exp	UNDP Exp	UN Agencies Exp	Total Exp

No Data found for the Selection Criteria



Funds Utilization

Selection Criteria :

Business Unit : UNDP1
Period : Jan-Dec (2016)
Selected Project Id : 00058170
Selected Fund Code : ALL
Selected Dept. IDs : ALL
Selected Outputs : ALL

No Data found for the Selection Criteria



Business Unit: UNDP1 Project: 00558170
Budget Period: 2012 Budget Departments:

Project Summary 1:

Project Number: 00558170
Project Title: GOE FOR THE OFFICE OF THE SPECIAL ENVOY FOR HAITI
Start Date: 20-AUG-2009
End Date: 31-DEC-2012
Total Project Budget: 4,631,707
Total Project Prior Years Expenditures: 0
Full Asset Cost: 0
Project Manager: GARCIA-RAMOS, Maria Elena

Output Summary 1:

Output: 00072144
Output Description: Operationally Closed
Status: UNDP
Implementing Partner: UNDP

Activity	Responsible Party	Budget Dept	Fund	Donor	Account	Approved Budget	Commitments	Expenses+Full Asset Cost	Outstanding NEX Advances	Budget Balance	Budget Util%
ACTIVITY 1:GOE OFFICE SPEC ENVOY HAI	UNDP	B0812	02900	00012-JUNIT	74500-Misc	1	0	3,648	0	-3,647	364,776
	UNDP	B0812	02900	10503-MINI	74500-Misc	1	0	-3,648	0	3,649	-----
	UNDP	B0812	30000	10503-MINI	71300-LoCa	3,500	0	3,500	0	0	100
	UNDP	B0812	30000	10503-MINI	72400-Corrm	349	0	349	0	0	100
	UNDP	B0812	30000	10503-MINI	74500-Misc	0	0	0	0	0	0
	UNDP	B0812	30000	10593-FOND	74500-Misc	0	0	0	0	0	0
TOTAL ACTIVITY 1:GOE OFFICE SPEC ENV	UNDP	B0812	30000	10503-MINI	71300-LoCa	3,851	0	3,849	0	2	100
ACTIVITY 4:LOCAL & INTERNAT CONSULTA	UNDP	B0812	30000	10503-MINI	71600-Trav	10,897	0	10,800	0	97	99
	UNDP	B0812	30000	10503-MINI	75100-Faci	0	0	97	0	-97	0
	UNDP	B0812	30000	10503-MINI	75100-Faci	10,897	0	10,897	0	0	0
TOTAL ACTIVITY 4:LOCAL & INTERNAT CO	UNDP	B0812	30000	10503-MINI	72000-Gene	0	0	0	0	0	100
ACTIVITY 6:GMS for Norway	UNDP	B0812	30000	10503-MINI	75100-Faci	19,626	0	19,626	0	0	100
TOTAL ACTIVITY 6:GMS for Norway	UNDP	B0812	30000	10503-MINI	75100-Faci	19,626	0	19,626	0	0	100
ACTIVITY 7:VIDEO & CAMERA	UNDP	B0812	30000	10503-MINI	74100-Prof	0	0	0	0	0	0
TOTAL ACTIVITY 7:VIDEO & CAMERA	UNDP	B0812	30000	10503-MINI	74100-Prof	0	0	0	0	0	100
TOTAL FOR OUTPUT 00072144						34,374	0	34,372	0	2	100
FUND TOTAL FOR OUTPUT 00072144											
				02900		2	0	0	0	2	0
				30000		34,372	0	34,372	0	0	100



Project Budget Balance (Detail Level)

Business Unit: UNDP1 Project: 00058170

Budget Period: 2013 Budget Departments:

Project Budget Balance Report - data definitions

Data Element

Definition

Summary

Year

Budget Dept

Project Number

Project Title

Start Date

End Date

Project Manager

Total Project Budget

Total Project Prior Years Exps

Year selected by user

Atlas budget department code (e.g. B0xxx) selected by user

Captured in Atlas as the Award ID; the report should print ALL outputs under the selected project

Title of the project; captured as Title on the Award Profile page

Start date of the project; captured on Award Profile page

End date of project; captured on Award Profile page

Capture as Award PI on Award Profile page

Sum of approved budgets for all the outputs under the project.

Sum of expenses (excluding depreciation and amortization) for all the outputs under the project for ALL prior years + full cost of assets acquired in prior years.

Full Asset Cost

Full cost of (received) assets acquired in the year selected. Note: depreciation and amortization expenses are non-cash expenses and as such will not reduce resource balances. From the budget perspective, budget checking will be bypassed and as such depreciation and amortization expenses will not be posted to the KK_CHD_DP_EXP ledger.

Output

Output Description

Status

Implementing Partner

Report Proper

Activity

Responsible Party

Budget Dept

Fund

Donor

Account

Approved Budget

Commitments

Expenses + Full asset cost

Short description (field above long description on Project General page)

Project Status

Institution ID

Activity ID and description of each activity under an output

Entity responsible for carrying out some activities under an output; captured as Charfield 1 in the system

Department used in the budget line

Fund code used in the budget line; code per Atlas fund reference table

Entity (providing the resources) ID per Atlas donor reference table+short description

Budgetary account level; account level budgeted and finalized to KK

Total FINALIZED budget for the output in Atlas (total budget sent to Atlas Commitment Control/KK) for the year selected.

Open or outstanding commitments for the output, i.e. the total \$ value of UNRECEIPTED PO lines for the year selected

Expenses under the output, i.e. all 60000 and 70000 series expense accounts but excluding depreciation and amortization expenses + full cost of (received) assets acquired in the year selected. Note: depreciation and amortization expenses are non-cash expenses and as such will not reduce resource balances. From the budget perspective, budget checking will be bypassed and as such depreciation and amortization expenses will not be posted to the KK_CHD_DP_EXP ledger.

Outstanding NEX Advances

Budget Balance

Budget Utilization

Totals

The cumulative, unexpensed portion of NEX advances for the output for the selected year, i.e. \$ amount of account 16005 for periods 1 to 998.

Calculated field: Approved Budget minus commitments minus (expenses+full asset cost)

Measure the rate at which the budget is being utilized ((expenses + full asset cost) divided by approved budget)

Totals provided are at the Activity and Output level. Additional summary provided at the fund/output level.



Project Budget Balance (Detail Level)

Business Unit: UNDP1 Project: 00058170
Budget Period: 2016 Budget Departments:
Project Budget Balance Report - data definitions

Data Element

Summary

Year

Budget Dept

Project Number

Project Title

Start Date

End Date

Project Manager

Total Project Budget

Total Project Prior Years Exps

Full Asset Cost

Output

Output Description

Status

Implementing Partner

Report Proper

Activity

Responsible Party

Budget Dept

Fund

Donor

Account

Approved Budget

Commitments

Expenses + full asset cost

Outstanding NEX Advances

Budget Balance

Budget Utilization

Totals

Definition

Year selected by user

Atlas budget department code (e.g. B0xxx) selected by user

Captured in Atlas as the Award ID; the report should print ALL outputs under the selected project

Title of the project; captured as Title on the Award Profile page

Start date of the project; captured on Award Profile page

End date of project; captured on Award Profile page

Capture as Award PI on Award Profile page

Sum of approved budgets for all the outputs under the project.

Sum of expenses (excluding depreciation and amortization) for all the outputs under the project for ALL prior years + full cost of assets acquired in prior years.

Full cost of (received) assets acquired in the year selected. Note: depreciation and amortization expenses are non-cash expenses and as such will not reduce resource balances. From the budget perspective, budget checking will be bypassed and as such depreciation and amortization expenses will not be posted to the KK_CHD_DP_EXP ledger.

Output IDs in the system; the report should display/print the individual summaries of ALL outputs under the selected project.

Short description (field above long description on Project General page)

Project Status

Institution ID

Activity ID and description of each activity under an output

Entity responsible for carrying out some activities under an output; captured as Charfield 1 in the system

Department used in the budget line

Fund code used in the budget line; code per Atlas fund reference table

Entity (providing the resources) ID per Atlas donor reference table-short description

Budgetary account level; account level budgeted and finalized to KK

Total FINALIZED budget for the output in Atlas (total budget sent to Atlas Commitment Control/KK) for the year selected.

Open or outstanding commitments for the output, i.e. the total \$ value of UNRECEIPTED PO lines for the year selected

Expenses under the output, i.e. all 60000 and 70000 series expense accounts but excluding depreciation and amortization expenses + full cost of (received) assets acquired in the year selected. Note: depreciation and amortization expenses are non-cash expenses and as such will not reduce resource balances. From the budget perspective, budget checking will be bypassed and as such depreciation and amortization expenses will not be posted to the KK_CHD_DP_EXP ledger.

The cumulative, unexpended portion of NEX advances for the output for the selected year, i.e. \$ amount of account 16005 for periods 1 to 998.

Calculated field: Approved Budget minus commitments minus (expenses+full asset cost)

Measure the rate at which the budget is being utilized ([expenses + full asset cost] divided by approved budget)

Totals provided are at the Activity and Output level. Additional summary provided at the fund/output level.

End of Report

Project UNDP1 #73929

Sum of USD Amount

Activity Id	Account	Fund	Donor (Agency)	year 2010	Grand Total
ACTIVITY1	21015	80195	12	0.00	0.00
	72399	80195	12	2,981,503.29	2,981,503.29
	74505	80195	12	4,152.85	4,152.85
ACTIVITY1 Total				2,985,656.14	2,985,656.14
Grand Total				2,985,656.14	2,985,656.14

