

**Project Completion Check List
Country Office: Kenya**

**Project: Central Bank of Kenya Capacity Building Project
Project No. 00062433 Contract No. 00050495**

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

Update	
✓	No outstanding NEX advances – in either local currency or USD
N/A	No outstanding PDRs
✓	No open Pos
✓	No pending vouchers
GMS to be charged after making the refunds to EC	No pending GMS or ISS charges (if Off-the-top GMS was used, 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 income
✓	No deposits to be received from donors per signed agreements
✓	No AR direct journals in budget error or incomplete status
✓	No unrecorded staff related expenses, including separation payments, taxes and retroactive payroll adjustments
N/A	All assets are transferred or otherwise disposed of
✓	All project petty cash is cleared
✓	No other pending liabilities
✓	The CDR for the previous quarter shows zero encumbrances
✓	All audit gaps are closed with supporting documentation.
Final CDR to be signed after refund has been made to EC and GMS charged.	The final CDR is signed by UNDP and the Implementing Partner.
To be confirmed after making refunds to EC and charging GMS	If a cost sharing project, the unexpended balance has been agreed to the general ledger.
✓	Consultations with donors on the disposition of unexpended cost sharing balances, where required by the contribution agreement, have taken place.
Pending	All refunds to donors have taken place and the project balance is zero.

Name: <u>1</u>	Title: <u>JCD/P</u>
Signature: <u>Alfredo Teixeira</u> <u>Deputy Country Director (P)</u>	Date: <u>9/5/12</u>

The check list must be signed by the Resident Representative/Head of Office or a senior official designated by the Resident Representative/Head of Office.