

Project Completion Check List

Country Office: Kyrgyzstan Project/Output No. 85537 DAO Agricultural Production *2013 (ended)*

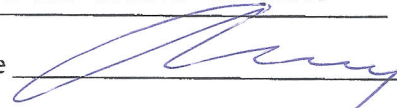
I confirm that all of the following matters have been considered and resolved:

Yes/NO	Closure activities	Responsible
<i>Yes</i>	No outstanding NEX advances – in either local currency or USD. Navigation of report in Atlas: UN Reports-Financial Management Reports-Expenditure Management Reports-NEX Advances Aging Reports	POSU <i>Tylybz Choova</i> <i>[Signature]</i>
	No outstanding PDRs	POSU <i>[Signature]</i>
	No open Purchase Orders	PMU procurement <i>[Signature]</i>
<i>Yes</i>	No Receipt Accruals. Navigation of report in Atlas: Reporting Tools- Query-Query Viewer-UN_IPSAS_RECEIPTACCRUAL	CO finance unit EILEN SOLTOEVA PROGRAMME FINANCE ASSOCIATE <i>[Signature]</i>
<i>Yes</i>	No outstanding commitments	POSU <i>[Signature]</i>
<i>Yes</i>	No pending prepayments and other non PO advances. Navigation of report in Atlas: UN Reports-Financial Management Reports-Accounts Management Reports – Account Activity Analysis (select account 16065 <i>report is blank</i>)	POSU EILEN SOLTOEVA PROGRAMME FINANCE ASSOCIATE <i>[Signature]</i>
	All pre-financing activities have been recovered and/or reimbursed	CO finance unit <i>[Signature]</i>
<i>Yes</i>	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 expenses/delivery. A pro-rata return of GMS based on the balance of unspent funds must be done.)	CO programme finance EILEN SOLTOEVA PROGRAMME FINANCE ASSOCIATE <i>[Signature]</i>
	No pending GLIEs: Navigation of report in Atlas: Reporting Tools- Query-Query Viewer-UN_PENDING_GLIE	PMU finance <i>[Signature]</i> Timmer Talypov AFA
<i>Yes</i>	No unapplied deposits or other unrecorded revenue Navigation of report in Atlas: Reporting Tools- Query-Query Viewer-UN_AR_UNAPPLIED_DEPOSITS	PMU finance <i>[Signature]</i> Timmer Talypov AFA
	No outstanding Accounts Receivable to be received from donors per signed agreements	PMU finance <i>[Signature]</i> Timmer Talypov AFA
<i>Yes</i>	No AR direct journals in budget error or incomplete status: Navigation of report in Atlas: Reporting Tools- Query-Query Viewer-UN_ARDJ_ERROR_OR_INCOMPLETE	PMU finance <i>[Signature]</i> Timmer Talypov AFA
<i>Yes</i>	All assets are transferred or otherwise disposed of. Asset transfer letters/ documents are in place	PMU admin <i>[Signature]</i> Timmer Talypov AFA
	Ensure all transactions for sale/transfer/donation/disposal etc. of assets have been processed and GMS charged	PMU admin <i>[Signature]</i> Timmer Talypov AFA
	All items held as inventory should be distributed or transferred to recipient or returned to donor as specified in the donor agreement	PMU admin <i>[Signature]</i> Timmer Talypov AFA
<i>Yes</i>	All project cash advance is cleared Navigation of report in Atlas: UN Reports-Financial Management Reports-Accounts Management Reports – Account Activity Analysis (select account 16108 for Project Cash Advance) <i>blank</i>	PMU finance <i>[Signature]</i> Timmer Talypov AFA

N/A	Project bank account is fully reconciled and closed	N/A
	All accrued employee benefits are fully accounted	CO HR unit
Yes	No other pending liabilities	POSU
Yes	The CDR for the previous quarter shows zero future expenses (commitments). Navigation of report in Atlas: UN Reports - IPSAS Reports - IPSAS CDR by Project	POSU
Yes	Final LPAC/ steering committee minutes are available	POSU
	All audit observations are closed with supporting documentation.	POSU
Yes	The final CDR is signed by UNDP and the Implementing Partner. Final report submitted by responsible parties.	UNDP programme finance PMU Manager
Yes	If a cost sharing project, the unexpended balance has been agreed to the general ledger.	CO finance
	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.	POSU
N/A	All refunds to donors have been transferred to Account 21030 (Pending Refunds to Donors) and the project balance is zero.	CO finance
N/A	Notified Treasury Contributions Unit if the donor agreement requires interest to be refunded to the donor if specified in the agreement.	CO finance
N/A	Notified the GSSC to close any associated contract in the contracts module.	CO procurement
Yes	All donor reports, as established in the Cost Sharing agreement, were submitted and acknowledged receipt by the donor representative.	POSU

ALEXANDER AVANESSOV

Name UN RESIDENT COORDINATOR
~~UNDP RESIDENT REPRESENTATIVE~~
Title IN THE KYRGYZ REPUBLIC

Signature  Date 04.12.2015

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.