

FUNDING AUTHORIZATION AND CERTIFICATE OF EXPENDITURES (FACE CHECK LIST)

Award ID : 00061825
Project ID : 00078784 (NMSP)
Project Title : NSDP/CMDG Monitoring Support Programme
For a Period : 01 January – 31 March 2014 (1st Quarter)

	Signature	Date
1. Receipt of duly signed FACE and supporting documents : submitted from IP to UNDP CO	<u><i>G. Hansen</i></u>	<u>2014/04/09</u>
	YES	NO
• Completed FACE with duly signature	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Quarterly progress report	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Quarterly work plan with itemized cost estimates	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Bank reconciliation with signature and date (last month of the quarter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Bank statement (last month of the quarter)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
▪ Cash count sheet with signature and date (last month of the quarter)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. FACE checked/agreed by Programme Analyst	<u><i>[Signature]</i></u>	<u>09/04/14</u>
3. FACE data entered in ATLAS by Programme Associate	<u><i>G. Hansen</i></u>	<u>2014/04/09</u>
4. Delivery rate of cash advance clearance (<u>51%</u>)	<u><i>G. Hansen</i></u>	<u>2014/04/09</u>
5. FACE verified by MSU/Finance Unit	<u><i>[Signature]</i></u>	<u>08/04/14</u>
6. FACE signed by DCD-P	<u><i>[Signature]</i></u>	<u>2014.04.21</u>
7. APJV in Atlas approved by authorized persons	<u><i>G. Hansen</i></u>	<u>2014/04/22</u>
8. Programme Associate ensures status of APJV in Atlas is "Valid" and "Posted"	<u><i>G. Hansen</i></u>	<u>2014/04/22</u>
9. A copy of signed FACE and supporting documents received by MSU/Finance Unit	<u>YES</u>	<u>2014/04/22</u>
10. A copy of signed FACE and supporting documents sent to the IP.	<u><i>G. Hansen</i></u>	<u>2014/04/22</u>



*Empowered lives.
Resilient nations.*

9 April, 2014

Excellency

**Subject: 1st Quarter 2014 Financial Report Expenditures and
2nd Quarter 2014 FACE Request**

We acknowledge receipt of your letter dated 08 April 2014 regarding 1st quarter 2014 actual expenditure and advance (FACE) request to cover planned expenditure in 2nd quarter 2014, under Project ID: 00078784 - NSDP/CMDG Monitoring Support Programme (NMSP).

We have verified that the FACE submitted and 2nd quarter 2014 work plan have been prepared in accordance with the approved annual work plan, quarterly work plan and its itemize costs breakdown. Please find attached, for the MoP's record, the countersigned copy of the report.

Please also note that only 51 percent was spent against the outstanding advanced in this quarter. Based on this delivery, an additional advance payment will be replenished when MoP spent up to 80 percent.

Please accept, Excellency, the assurance of our highest consideration.


Napoleon Navarro
Deputy Country Director
Programmes

H.E Chhay Than
Senior Minister,
Minister of Planning, and
National Project Director, NMSP

cc: - H. E. Theng Pagnathun, National Project Manager, NMSP
- Mr. Mean Thavorah, National Project Manager, NMSP
- Mr. SanVannakreth, Finance Officer, NMSP

Funding Authorization and Certificate of Expenditures

UN Agency: UNDP

Date: April/7/2014

Country : Kingdom of Cambodia
 Programme Code & Title : 00061825 - NSDP/CMDG Monitoring Support Programme
 Project Code & Title : 00078784 - NSDP/CMDG Monitoring Support Programme
 Implementing Institution : Ministry of Planning (MoP)
 Responsible Officer : H.E Chhay Than
 Currency : US Dollars

Type of Request:
 Direct Cash Transfer (DCT)
 Reimbursement
 Direct Payment

Activity Description from AWP with Duration	Coding/Chart of Accounts			REPORTING				REQUESTS / AUTHORIZATIONS			
	Fund	Donor	Account	Authorised Amount 1QT, 2014 A	Actual Project Expenditure 1QT, 2014 B	Expenditures accepted by Agency 1QT, 2014 C	Balance 1QT, 2014 D = A - C	New Request Period & Amount 2QT, 2014 E	Authorised Amount 2QT, 2014 F	Outstanding Authorised Amount 2QT, 2014 G = D + F	
	Activity 1: Ministry of Planning and Line Ministries produce evidence based policy decisions to fast-track the achievement of lagging NSDP/CMDG targets										
1.1. The 2014-18 NSDP includes sub national analysis and acceleration strategies	1.1.1: Finalizing NSDP 2014-2018	04000	00012	75700	-	-	-	-	-	-	
	1.1.3: Printing NSDP 2014-2018 (2000cp-Kh, 1000cp-En)	04000	00012	74200	-	-	-	-	-	-	
1.2. MoP facilitates the diffusion of results and the holding of dialogue forums on NSDP/CMDG acceleration	1.2.1: Launching CMDG Report 2013 at national level	04000	00012	75700	-	-	-	-	2,800.00	2,800.00	2,800.00
	1.2.3: Launching NSDP 2014-2018 at national level	04000	00012	75700	8,870.00	-	-	8,870.00	8,870.00	-	8,870.00
	1.2.3: Disseminating NSDP 2014-2018 and CMDG 2013 at subnational level	04000	00012	75700	-	-	-	-	7,390.00	7,390.00	7,390.00
	1.2.4: Developing Acceleration Framework for CMDG 1	04000	00012	75709	5,500.00	5,158.00	5,158.00	342.00	5,466.00	5,124.00	5,466.00
1.3. Strengthen M&E framework for NSDP 2014-2018 and identify explicit indicators to promote LM M&E systems conformity	1.3.1: Training on NSDP 2014-2018 monitoring framework for LMs	04000	00012	75700	-	-	-	-	-	-	-
	1.3.2: Developing National M&E technical guideline/manual and improving LMs M&E system (NWGM&E meetings)	04000	00012	75700	4,687.00	-	-	4,687.00	4,687.00	-	4,687.00
1.4. MoP and LM Staff members generate regular quality analytical and synthetic documents	1.4.1: Layout and PrintCMDG report 2013 (Khmer 1000 cps and En 500 cps)	04000	00012	75700	-	-	-	-	-	-	-
	1.4.2: Prepare end CMDG report	04000	00012	75700	-	-	-	-	-	-	-
1.5. Support to strengthen the annual three-year rolling Public Investment Program (PIP)	1.5.1: Prepare three-year rolling Public Investment Program 2015-2017	04000	00012	75700	-	-	-	-	3,760.00	3,760.00	3,760.00
	1.5.2: Printing annual PIP 2015-2017 (Khmer and English)	04000	00012	74200	-	-	-	-	-	-	-
	1.5.3: Update PIP Package to align with prioritized policies and sectors in NSDP 2014-2018 and train LMs/Las on the use of the updated PIP	04000	00012	75700	-	-	-	-	-	-	-
	1.5.4: Conduct PIP assessment	04000	00012	77300	-	-	-	-	-	-	-
International consultants (include CMDG consultant)	04000	00012	77300	-	-	-	-	-	-	-	
Office Supply	04000	00012	72500	-	-	-	-	500.00	500.00	500.00	
Printer Color	04000	00012	72500	-	-	-	-	-	-	-	
Sub Total - Activity 1					19,057.00	5,158.00	5,158.00	13,899.00	33,473.00	19,574.00	33,473.00
Activity 3: CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 districts/Khans/Municipality											
3.1: CDB-based CMDG scorecards and other products in support of sub-national planning are generated	3.1.1: Refresher training on generation and documentation of CDB based scorecards for DOP officers	04000	00012	75709	9,437.00	9,437.00	9,437.00	-	-	-	-
	3.1.2: Refresher training on interpretation and utilization of scorecards and profiles in sub-national planning for DOP officers	04000	00012	75700	-	-	-	-	11,051.00	11,051.00	11,051.00
	3.1.3: Printing scorecard user manuals (250cp)	04000	00012	74200	-	-	-	-	-	-	-

S. Han

Activity Description from AWP with Duration		Coding/Chart of Accounts			Authorised Amount	Actual Project Expenditure	Expenditures accepted by Agency	Balance	New Request Period & Amount	Authorised Amount	Outstanding Authorised Amount
		Fund	Donor	Account	1QT, 2014 A	1QT, 2014 B	1QT, 2014 C	1QT, 2014 D = A - C	2QT, 2014 E	2QT, 2014 F	2QT, 2014 G = D + F
3.2. Sub-national actors are able to use scorecards and other products in sub-national planning	3.2.1. Training on interpretation and utilization of scorecards and profiles in sub-national planning for districts/Khans/Municipality	04000	00012	75700	-	-	-	-	33,709.80	33,709.80	33,709.80
3.3. Performance of sub-national entities on MDG achievement and budget allocation is assessed annually	3.3.1. Produce and print Subnational scorecard reports (600 copies in Kh and Eng) and share it online	04000	00012	74200	-	-	-	-	-	-	-
	3.3.2. Expand CDPD database and develop subnational budget allocation monitoring tool based on the database	04000	00012	75700	-	-	-	-	3,986.00	3,986.00	3,986.00
	3.3.3 Field visit	04000	00012	71600	-	-	-	-	-	-	-
	3.3.7: Bank Charges and Miscellaneous Expenses	04000	00012	74510	3.00	3.00	3.00	-	763.00	763.00	763.00
SubTotal - Activity 3					9,440.00	9,440.00	9,440.00	-	49,509.80	49,509.80	49,509.80
Advance Activity	Refund old age NEX advance to UNDP	04000	00012	16005	-	-	-	-	-	-	-
Grand - Total					28,497.00	14,598.00	14,598.00	13,899.00	82,982.80	69,083.80	82,982.80

G. Than San

CERTIFICATION

The undersigned authorized officer of the above-mentioned implementing institution hereby certifies that:

- The funding request shown above represents estimated expenditures as per AWP and itemized cost estimates attached.
- The actual expenditures for the period stated herein has been disbursed in accordance with the AWP and request with itemized cost estimates. The detailed accounting documents for these expenditures can be made available for examination, when required, for
- The progress report for the activities stated herein has been submitted.
- The conditions for this payment as set out in the contract/purchase order/travel authorization have been met satisfactorily.

Date Submitted: 08 April 2014

[Signature]

Name: Chhay Than

Title: Senior Minister, Minister of Planning (MoP) and National Project Director, NMSP

NOTES: * Shaded areas to be completed by the UN Agency and non-shaded areas to be completed by the counterpart.

FOR AGENCY USE ONLY:

FOR ALL AGENCIES
Approved by:
Signature: <i>Navoleon Navarro</i>
Name: Navoleon Navarro
Title: Deputy Country Director (P)
Date: <u>2014.04.21</u>

FOR UNICEF USE ONLY

Account Charges		Liquidation Information	
CAG Ref: CRQ ref., Voucher ref.		CAG Ref: CRQ ref., JV ref.	
CRQ CAG GL:		DCT Amount	
Training (762010)	0		0.00
Travel (762020)	0		
Mtgs. & Confs. (762030)	0	Less:	
Sal. & Sup. Costs (761030)	0	Liquidation	
Const. - Proj Prem. (761040)	0	Amount	0.00
Other CAG (761010)	0		
Total	0	Balance	0.00

FOR UNFPA USE ONLY

New Funding Release	
Activity 1	0
Activity 2	0
Total	0

NEX ADVANCE Control Sheet

for Period: 01 January to 31 March 2014
(1QT 2014)

Project ID & Title			Impl Agent	Accounting Date	Related Voucher	Fund	Donor	Advance			Cleared			
Project	Award	Name						> 4 - 6 Months	> 1 - 3 Months	Total Fund	FACE Report	Close Balance	(%)	Voucher
78784	61825	NMSP	001368 MoP	27/11/2013	00066145	04000 TRAC	00012 UNDP	257.90	-	257.90	257.90	-	100%	00068170
			001368 MoP	13/01/2014	00067074	04000 TRAC	00012 UNDP	-	28,239.10	28,239.10	14,340.10	13,899.00	51%	00068172
Sub Total								257.90	28,239.10	28,497.00	14,598.00	13,899.00	51%	

Summary Related Documents Invoice Information Payments Voucher Attributes Error Summary

Business Unit: KHM10 Invoice Number: Clear NEX Advance VCHR#66145
 Voucher ID: 00068170 Invoice Date: 31/03/2014
 Voucher Style: Journal Action: Budget Checking [Print Invoice](#)
 Vendor: 000006245 Pay Terms: 00 Immediate Basis Dt Type Inv Date
 Name: NSDP/CMDGM-001 Comments(0)
 Location: 001 Accounting Date: 31/03/2014
 Address: 1 Advanced Vendor Search Currency: USD
 NSDP/CMDG MONITORING Total: 0.00 [Calculate](#)
 SUPPORTING PROGRAMM Difference 0.00 Session Defaults
 MINISTRY OF PLANNING, 386 Related Voucher: 00066145
 MONIVONG BLVD. Bank Default
 PHNOM PENH - CAMBODIA KHM
 Packing Slip:

Invoice Lines Find | View All First 1 of 1 Last

Line	Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Amount		FR Expenditure 1QT 2014#1 NMSP				0.00

Ship To: KHM10 SpeedChart Use One Asset ID [Calculate](#)

▼ Distribution Lines Personalize | Find | View 1 First 1-2 of 2 Last

Account	Oper Unit	PC Bus Unit	Fund	DeptID	Project	Activity	Impl Agent	Donor	Amount	Budget Date	OpenItem
16005	KHM	KHM10	04000	39608	00078784	0000000001	001368	00012	-257.90	31/03/2014	
75709	KHM	KHM10	04000	39608	00078784	ACTIVITY1	001368	00012	257.90	31/03/2014	

Business Unit: KHM10 [Balancing](#)
 Voucher ID: 00068170 Invoice Lines 0.00
[Print Invoice](#)

(minus) Total 0.00 [Calculate](#)
 (equals) Difference Amount 0.00

Save Return to Search Notify Refresh

Add Update/Display

[Summary](#) | [Related Documents](#) | [Invoice Information](#) | [Payments](#) | [Voucher Attributes](#) | [Error Summary](#)

Summary Related Documents **Invoice Information** Payments Voucher Attributes Error Summary

Business Unit: KHM10 Invoice Number: Clear NEX Advance VCHR#67074
 Voucher ID: 00068172 Invoice Date: 31/03/2014
 Voucher Style: Journal Action: Budget Checking **Print Invoice**
 Vendor: 000006245 Pay Terms: 00 Immediate Basis Dt Type Inv Date
 Name: NSDP/CMDGM-001 Comments(0)
 Location: 001 Accounting Date: 31/03/2014
 Address: 1 Advanced Vendor Search Currency: USD **Calculate**
 NSDP/CMDG MONITORING Total: 0.00 **Calculate**
 SUPPORTING PROGRAMM Difference 0.00 Session Defaults
 MINISTRY OF PLANNING, 386 Related Voucher: 00067074
 MONIVONG BLVD. Bank Default
 PHNOM PENH - CAMBODIA KHM

Packing Slip:

Invoice Lines Find | View All First 1 of 1 Last

Line	Distribute by	Item	Description	Quantity	UOM	Unit Price	Extended Amount
1	Amount		FR Expenditure 1QT 2014#2 NMSP				0.00

Ship To: KHM10 SpeedChart Use One Asset ID **Calculate**

▼ Distribution Lines Personalize | Find | View 1 | First 1-4 of 4 Last

Account	Oper Unit	PC Bus Unit	Fund	DeptID	Project	Activity	Impl Agent	Donor	Amount	Budget Date	Openitem
16005	KHM	KHM10	04000	39608	00078784	0000000001	001368	00012	-14,340.10	31/03/2014	
75709	KHM	KHM10	04000	39608	00078784	ACTIVITY1	001368	00012	4,900.10	31/03/2014	
75709	KHM	KHM10	04000	39608	00078784	ACTIVITY3	001368	00012	9,437.00	31/03/2014	
74510	KHM	KHM10	04000	39608	00078784	ACTIVITY3	001368	00012	3.00	31/03/2014	

Business Unit: KHM10 **Balancing**
 Voucher ID: 00068172 Invoice Lines 0.00

(minus) Total 0.00 **Calculate**
 (equals) Difference Amount 0.00

Save Return to Search Notify Refresh

Add Update/Display

[Summary](#) | [Related Documents](#) | [Invoice Information](#) | [Payments](#) | [Voucher Attributes](#) | [Error Summary](#)



KINGDOM OF CAMBODIA

Nation Religion King



Ministry of Planning

No. 343.MoP

Phnom Penh, April 08, 2014

Mr. Napoleon Navarro

Deputy Country Director

UNDP Cambodia

08 APR 2014

Date:	File: 00078784	
Unit	Action	Info
RR		
CD		Nap
PROG		
OPER		
OTHER		

4 pages

Subject: Submission of Quarter 1, 2014 Financial Expenditure (FACE) Report and request to retain the outstanding advance for the planned expenditure for Quarter 2, 2014

Dear Mr. Napoleon Navarro,

I am pleased to submit you herewith Quarter 1, 2014 of Financial Expenditure (FACE) Report and planned expenditure for Quarter 2, 2014 under the Project ID: 00078784 – NSDP/CMDG Monitoring Support Programme for your review and approval.

In addition, I would also like to request to retain the outstanding advance, which I received in Quarter 1, 2014 with the amount of US\$ 13,899.00, to cover the planned expenditure in Quarter 2, 2014.

Below is the summary of the computation:

- Total fund received as of Quarter 1, 2014 = US\$ 28,497.00
- Actual expenditure in Quarter 1, 2014 = US\$ 14,598.00
- Closing Balance as of 31 March 2014 = US\$ 13,899.00
- Planned expenditure for Quarter 2, 2014 = **US\$ 82,982.80**

Moreover, I would like to attach herewith the related documents for your reference as followings:

- 1) Quarterly Progress Report Quarter 1, 2014;
- 2) Bank statement and bank reconciliation for March 2014; and
- 3) Quarterly Work Plan for Quarter 2, 2014 with itemized costs breakdown.

Please note that the additional advance for Quarter 2, 2014 with the amount of **US\$ 69,083.80** will be notified later to transfer into the project bank account when the project spends up to eighty percent of the current remaining balance.

Please accept, Mr. Napoleon Navarro, the assurance of our highest consideration. 

Yours sincerely,



CHHAY Than
Senior Minister,
Minister of Planning

NSDP/CMDG Monitoring Support Programme

Bank Reconciliation


Items		Amount in USD	Comments
Balance per Bank Statement		13,899.00	Balance as of 31 March 2014
Add: Deposit in transit			
Date:	Cheque No./Details		
Less: Outstanding cheque			
Date:	Cheque No./Details		
Balance per Bank Statement		13,899.00	
Balance per bank book/GL		13,899.00	Balance as of 31 March 2014
Total Balance per Cash Book		13,899.00	
Differences in Bank Reconciliation		0.00	


Fund Balance

Beginning Balance		257.90	
Plus: Fund Received within the reporting period		28,239.10	
Plus: Advance brought forward from last quarter		-	
Less: Refund old age NEX advance to UNDP		0.00	
Less: Actual expenses		14,598.00	
Fund Balance at the end of the period:		13,899.00	Balance carry forward to next period

Fund Balance Represented by:

Fund balance at bank account		13,899.00	
Balance of cash on hand (attached signed Cash Count Sheet)			
Outstanding cash advance, if any	Ref: #		
Date:			
Total		13,899.00	
Differences in Fund Balance		0.00	

Prepared By: 
 San Vannakreth
 Finance Officer

Verified By: 
 Mean Thavorah
 Project Manager

Approved By: 
 H.E. Theng Pagnathun
 Project Manager

Date: 31 March 2014

Date: 31 March 2014


Date: 31 March 2014


PAYMENT TRANSACTION


(January to March 2014)

Date	Voucher No.	Description	Check #	Activity #	Acc. Code	Dr	Cr
Jan/1/2014		Balance brought forward from December 2013				257.90	
23-Jan-14	RV-0015	Fund Transferred from UNDP for the advance of Quarter 1, 2014 (Jan to Mar 2014)				28,239.10	
10-Feb-14	CHV-0103	Advance for Training on Sector Scorecards Generation in Kratie on 17-18 February 2014	855840	3	75700		9,437.00
26-Mar-14	CHV-0104	Advance for Workshop on CMDGI Acceleration Framework in Kampong Cham on 27-28 March 2014	855841	1	75700		5,158.00
31-Mar-14	CHV-00105	Account Keeping Fee for Jan to Mar 2014			74500		3.00
		Balance carry forward to the next quarter				28,497.00	14,598.00

SUMMARY	AMOUNT
Total credit amount	\$ 14,598.00
Net total actual expenditure in Q1, 2014	\$ 14,598.00

Prepared By: 
 San Vannakreth
 Finance Officer

Verified By: 
 Mean Thavorah
 Project Manager

Approved By: 
 H.E. Theng Pagnathun
 Project Manager

Date: 31 March 2014

Date: 31 March 2014


Date: 31 March 2014


PAYMENT TRANSACTION

(January to March 2014)

Date	Voucher No.	Description	Check #	Activity #	Acc. Code	Dr	Cr
Jan/1/2014		Balance brought forward from December 2013				257.90	
23-Jan-14	RV-0015	Fund Transferred from UNDP for the advance of Quarter 1, 2014 (Jan to Mar 2014)				28,239.10	
10-Feb-14	CHV-0103	Advance for Training on Sector Scorecards Generation in Kratie on 17-18 February 2014	855840	3	75700		9,437.00
26-Mar-14	CHV-0104	Advance for Workshop on CMDGI Acceleration Framework in Kampong Cham on 27-28 March 2014	855841	1	75700		5,158.00
31-Mar-14	CHV-00105	Account Keeping Fee for Jan to Mar 2014			74500		3.00
		Balance carry forward to the next quarter				28,497.00	14,598.00

SUMMARY	AMOUNT
Total credit amount	\$ 14,598.00
Net total actual expenditure in Q1, 2014	\$ 14,598.00

Prepared By: 
 San Vannakreth
 Finance Officer

Verified By: 
 Mean Thavorah
 Project Manager

Approved By: 
 H.E. Theng Pagnathun
 Project Manager

Date: 31 March 2014

Date: 31 March 2014

Date: 31 March 2014

NSDP/CMDG Monitoring Support Programme

Bank Reconciliation


Items		Amount in USD	Comments
Balance per Bank Statement		13,899.00	Balance as of 31 March 2014
Add: Deposit in transit			
Date:	Cheque No./Details		
Less: Outstanding cheque			
Date:	Cheque No./Details		
Balance per Bank Statement		13,899.00	
Balance per bank book/GL		13,899.00	Balance as of 31 March 2014
Total Balance per Cash Book		13,899.00	
Differences in Bank Reconciliation		0.00	


Fund Balance

Beginning Balance		257.90	
Plus: Fund Received within the reporting period		28,239.10	
Plus: Advance brought forward from last quarter		-	
Less: Refund old age NEX advance to UNDP		0.00	
Less: Actual expenses		14,598.00	
Fund Balance at the end of the period:		13,899.00	Balance carry forward to next period

Fund Balance Represented by:

Fund balance at bank account		13,899.00	
Balance of cash on hand (attached signed Cash Count Sheet)			
Outstanding cash advance, if any	Ref: #		
Date:			
Total		13,899.00	
Differences in Fund Balance		0.00	

Prepared By: 
 San Vannakreth
 Finance Officer

Verified By: 
 Mean Thavorah
 Project Manager

Approved By: 
 H.E. Theng Pagnathun
 Project Manager

Date: 31 March 2014

Date: 31 March 2014

Date: 31 March 2014

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PAGE NO. 01

USD CANBI - BUSINESS

(USD)

STATEMENT DATE 02/04/2014

NSDP/CMDG MONITORING SUPPORT PROGRAMME
 MINISTRY OF PLANNING
 # 386, MONIVONG BLVD
 PHNOM PENH, CAMBODIA
 012 899 313

DATE	TRANS. DETAILS	AMOUNT	BALANCE
010114	BALANCE B/F		257.90
230114	INDEPENDEN TRANS CAP SYS 7240018581	28239.10	28497.00
310114	INTERNAL ACCT KEEP FEE	1.00-	28496.00
100214	INDEPENDEN CHEQUE WDL 00855840 PAY TO MR UNG VIETH	9437.00-	19059.00
280214	INTERNAL ACCT KEEP FEE	1.00-	19058.00
260314	INDEPENDEN CHEQUE WDL 00855841 PAID TO MR SAN VANNAKRETH	5158.00-	13900.00
310314	INTERNAL ACCT KEEP FEE	1.00-	13899.00
END OF STATEMENT			

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USD CANBI - BUSINESS

(USD)

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STATEMENT DATE 02/05/2014

NSDP/CMDG MONITORING SUPPORT PROGRAMME
 MINISTRY OF PLANNING
 # 386, MONIVONG BLVD
 PHNOM PENH, CAMBODIA
 012 899 313


DATE	TRANS. DETAILS	AMOUNT	BALANCE
010114	BALANCE B/F		257.90
230114	INDEPENDEN TRANS CAP SYS 7240018581	28239.10	28497.00
310114	INTERNAL ACCT KEEP FEE	1.00-	28496.00
100214	INDEPENDEN CHEQUE WDL 00855840 PAY TO MR UNG VISETH	9437.00-	19059.00
280214	INTERNAL ACCT KEEP FEE	1.00-	19058.00
260314	INDEPENDEN CHEQUE WDL 00855841 PAID TO MR SAN VANNAKRETH	5158.00-	13900.00
310314	INTERNAL ACCT KEEP FEE	1.00-	13899.00
030414	INDEPENDEN CHEQUE WDL 00855842 PAY TO MR UNG VISETH	3986.00-	9913.00
080414	INDEPENDEN CHEQUE WDL 00855843 PAID TO MR UNG ROTH KANHCHHAKRITH	300.00-	9613.00
090414	INDEPENDEN CHEQUE WDL 00855845 PAID TO MS KESOR TOUCH	380.00-	9233.00
090414	KRAMUON SA CHEQUE WDL 00855846	96.00-	9137.00
170414	TUOL KOK CHEQUE WDL 00855844	258.00-	8879.00
300414	INTERNAL ACCT KEEP FEE	1.00-	8878.00
020514	INDEPENDEN CHEQUE WDL 00855847 CASH TO SAN VANNAKRETH	3317.60-	5560.40
END OF STATEMENT			

PAYMENT TRANSACTION

(April 2014)

Date	Voucher No.	Description	Check #	Activity #	Acc. Code	Dr	Cr	Balance
April/1/2014		Balance brought forward from March 2014				13,899.00		13,899.00
07-Apr-14	CHV-0103	Workshop on Updating CDPD on 9-10 April 2014 in Kampong Thom	855842	3	75700		3,986.00	9,913.00
07-Apr-14	CHV-0104	Translation of User Manual For the Generation and Use of CDB Scorecards for Sub-National Planning from English to Khmer	855843	3	74510		300.00	9,613.00
08-Apr-14	CHV-0105	Printer Cartridges	855844	1	72500		258.00	9,355.00
08-Apr-14	CHV-0106	Translation of CMDG Report 2013 from English to Khmer	855845	1	74510		380.00	8,975.00
08-Apr-14	CHV-0107	Office Supply (Printing Paper, Staplers, Post it flag sign here, and Pens)	855846	1	72500		96.00	8,879.00
28-Apr-14	CHV-0108	Workshop of National Working Group on M&E on the Implementation of NSDP for the Development of National M&E Technical Guideline on 5-6 May 2014	855847	1	74500		3,317.60	5,561.40
		Balance carry forward to the next quarter				13,899.00	8,337.60	5,561.40

SUMMARY	AMOUNT
Total credit amount	\$ 8,337.60
Net total actual expenditure in Q1, 2014	\$ 8,337.60

Prepared By: 
 San Vannakreth
 Finance Officer

Verified By: 
 Mean Thavorah
 Project Manager

Approved By: 
 H.E Theng Pagnathun
 Project Manager

Date: 29 April 2014

Date: 29 April 2014

Date: 29 April 2014

NSDP/CMDG Monitoring Support Programme

Bank Reconciliation


Items		Amount in USD	Comments
Balance per Bank Statement		5,561.40	Balance as of 29 April 2014
Add: Deposit in transit			
Date:	Cheque No./Details		
Less: Outstanding cheque			
Date:	Cheque No./Details		
Balance per Bank Statement		5,561.40	
Balance per bank book/GL		5,561.40	Balance as of 29 April 2014
Total Balance per Cash Book		5,561.40	
Differences in Bank Reconciliation		0.00	

Fund Balance

Beginning Balance	13,899.00	
Plus: Fund Received within the reporting period		
Plus: Advance brought forward from last quarter	-	
Less: Refund old age NEX advance to UNDP	0.00	
Less: Actual expenses	8,337.60	
Fund Balance at the end of the period:	5,561.40	Balance carry forward to next period

Fund Balance Represented by:

Fund balance at bank account	5,561.40	
Balance of cash on hand (attached signed Cash Count Sheet)		
Outstanding cash advance, if any	Ref: #	
Date:		
Total	5,561.40	
Differences in Fund Balance	0.00	

Prepared By: 
 San Vannakreth
 Finance Officer

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 Project Manager

Date: 29 April 2014

Date: 29 April 2014

Date: 29 April 2014



QUARTERLY PROJECT REPORT QUARTER 1, 2014

**United Nations Development Programme
Cambodia
NSDP/CMDG Monitoring Support Programme
June 2011- December 2015**



Project ID & Title: 00078784, NSDP/CMDG Monitoring Support Programme
Duration: 5 years (01 June 2011- 31 December 2015)
Total Budget: US\$ 1,800,000.00
Implementing Partners/Responsible parties: Ministry of Planning
Country Programme Outcome: Evidence from analytical tools is used to guide policy decisions, planning, and resource allocation at national and sub-national levels to accelerate achievement of CMDGs.

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Executive summary

- The draft NSDP2014-2018 was reviewed by the ECOSOC and Inter-ministerial meeting of Council of Ministers (CoM) and then it was reviewed by SNEC on 13/03/14. The draft plan is being revised by MOP based on comments of NSEC and planned to submit to the plenary session of CoM in April and parliaments in May 2014.
- A special CMDG Report 2013 was successfully prepared since end of 2013. However, it is not approved by government yet. The report was reviewed by National Committee of Economic and Finance (NCEF) on 18/3/14. Now, it is re-submitted to NCEF for further review and proceeds to PM for approval
- CMDG1 Acceleration Framework was drafted and consulted among Poverty Committee and relevant ministries from 27-28/3/14. The meeting suggested revisiting poverty rate for Phnom Penh (16.2%) in 2012 as it is higher than poverty rate in year 2011 (10.9%) and providing clear reasons for the increase.
- Joint Monitoring Indicators (JMI) 2014-2018 had been successfully prepared under support of the project.
- CDB-based profiles of Commune/Sangkat and district had fully revised to align with sectoral scorecards. Also, the provincial profile has been developed. With support of NCDD's IT specialist, the automation of profiles in CDB program was developed.
- Approximately 80 provincial planning officers were trained on generation and documentation of profiles and sectoral scorecards from 17-18/02/14. Based on the training, all participants were more confident on computer programme solution pertaining to CDB programme operation, generation of scorecards, graphic design and profile preparation.
- The Commune Database for Project Development (CDPD) is being revised. The areas of improvement are: a) revising project standard names to align with sectoral scorecards, b) expanding the program to cover district development projects and replacing Limon by Unicode Font, and c) improving reporting formats.

While there has been progress made until now, the project have been facing implementation challenges as follow:

- The process of CMDG report and NSDP validation and approval is taking time due to the political process in the country.
- Some line ministries have not sent the right person to the right meeting or workshop. This is affecting the process of discussion and decision-making and also expected results of the meeting or workshop.
- The limitation of human resource for subnational component is leading to the delay of expected outputs of project and also sustainable works of the component.
- The automation of profiles in CDB online is delay due to NCDD's IT specialist is busy with his organization's priorities.

I. Implementation progress

PROGRESS TOWARDS PROJECT OUTPUTS

OUTPUT 1: Ministry of Planning and Line Ministries produce evidence based policy decision to fast-track the achievement of lagging NSDP/CMDG targets

Output Indicators	Baseline (Dec-2013)	Target (Dec-2014)	Current status (Jan-Mar 2014)
1.1 2014-2018 NSDP finalized and approved	Draft NSDP examined by LMs at political level	1	The draft plan was reviewed by ECOSOC of CoM and SNEC
1.2 CMDG Report 2013 and NDSP officially launched and disseminated at national and sub-national level	150pax	At least 1800pax attended	Not started yet, because the report and NSDP have not been approved by Govt.
1.3 Acceleration Framework for CMDG1 developed in consultation with key LMs	n/a	1	The draft was consulted among poverty committee and relevant LMs from 27-28 March 2014
1.4 National M&E technical guideline developed	n/a	1	It is started yet, because M&E specialist who is recruited by UNICEF to do it is not on board yet.

Description:

- Finalization of NSDP2014-2018 – The draft NSDP was reviewed by LMs/LAs at both technical and political levels at end 2013. In early 2014, the draft plan has been reviewed by the ECOSOC and Inter-ministerial meeting of Council of Ministers (CoM), and they have appreciated it for its clear structure and contents. On 13/03/14, SNEC hold the meeting to review the draft plan and suggested reducing chapter 2 and 4 to be shorter. Also, the meeting planned to submit the draft NSDP to the plenary session of CoM to get approval from Prime Minister in April and parliaments in May 2014.
- A special CMDG Report 2013 – The report was successfully prepared through participatory processes, involving the participation of DPs and government agencies since end of 2013. Since the validation and approval process has been taking long time due to the political issues in the country, the report has not been approved yet. On 18/03/14, the National Committee of Economic and Finance (NCEF) hold the meeting to review the report before it is submitted to PM for approval. The meeting suggested using up-to-date data which are available as of 31 December 2013 for the report, especially data for health, gender, environment and education sectors. Now, the revised report had been re-submitted to NCEF for further review and proceeds to PM for approval.
- CMDG1 Acceleration Framework – In overall, the poverty reduction in Cambodia is significant progress. The trend in poverty rate is downed from 47.8% in 2007 to 18.9% in 2012. However, there are some targets are lagging behind i.e. nutrition and child labour. To accelerate the progress for these lagging targets, the project has been preparing the acceleration framework. The framework presents the poverty situation, key issues in regard to poverty persistence and alleviation and proposals to an approach to poverty reduction. 27-28/03/14, the draft paper was consulted among Poverty Committee and relevant LMs (MRD, MoWA, NCDD, MOI, MLMUC and MIH). The meeting suggested revisiting poverty rate of Phnom Penh (16.2%) for 2012 as it is higher than poverty rate for year 2011 (10.9%) and providing clear reasons for the increase. In addition, the standardization for vocational training i.e. age and education background of trainee, level of skills to be trained... was recommended, since there are many line ministries working on same areas without common standards.
- Joint Monitoring Indicators (JMI) – Under support of the project, the preparation of JMI 2014-2018 had been completed. Key outputs of GDP and NIS which were incorporated into JMI are: a) NSDP Document finalized and approved along with the 3-Year PIP scheme, b) the Planning and M&E mechanisms strengthened, c) initial effort made to link Health PIPs with NSDP on pilot basis and d) National Strategy for Development of Statistics (NSDS) 2016-2018

and National Science and Technology Master Plan 2014-2020 approved and implemented for better planning and higher productivity. TWG planned to have meeting twice a year to review these outputs.

delivery exceeds plan

delivery in line with plan

delivery below plan

OUTPUT 2: Strengthened linkage of national and subnational planning process focusing on NSDP/CMDG targets within selected line ministries

Output Indicators	Baseline	Target	Current status
N/A			
Dropped			
<input type="checkbox"/> delivery exceeds plan	<input type="checkbox"/> delivery in line with plan	<input type="checkbox"/> delivery below plan	

OUTPUT 3: CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 district/Khans/Municipality

Output Indicators	Baseline (Dec-2013)	Target (Dec-2014)	Current status (Jan-Mar 2014)
3.1 Capacity of planning officers of 24 provinces strengthened on generation and utilization of scorecards.	In 2013, 85pax trained	At least 70pax	Approximately 80pax trained on generation of revised profiles and sectoral scorecards from 17-18 Feb
3.2			

Description:

- Revision of CDB-based profiles – Subnational sectoral scorecard was fully developed in 2013. However, the alignment between profiles of commune/district and sectoral scorecard were not well developed due to time constrain. In early 2014, MOP had fully revised these profiles by revising its indicators to align with indicators of sectoral scorecard. A part of revision of commune and district profiles, MOP has been developing provincial profile as well as it is important tool for provincial planning. In addition, with support of NCDD's IT specialist, the automation between profiles and CDB had also been developed in computer programme to help database officers to be easy in running profiles from the CDB.
- Capacity development for subnational staff – The gradual improvement of CDB programme and its products requires competency staff to operate it accordingly. Therefore, from 17-18/02/14, the project trained approximately 80 provincial planning officers from 24 provinces on generation and documentation of profiles and sectoral scorecards. During training, the revised profiles and scorecard templates were installed for all provincial computers. The training strengthened capacity of planning officers on key specific issues i.e. computer programme solution pertaining to CDB programme operation, generation of scorecards, graphic design and profile preparation. After the session, participants were asked to produce profiles and scorecards for distribution to all relevant users before May 2014.
- Revision of CDPD Program – the CDPD is a tool for monitoring budget allocation and project performance at subnational level. The current CDPD is only covering Commune/Sangkat development projects, which is limitation for district and provincial authorities to monitor a whole budget allocation for development projects at district and commune/Sangkat levels. In this regards, MOP has been revising the CDPD which is focusing on:
 - Revision of project standard names to align with sectoral scorecards
 - Expanding CDPD program to cover district development projects and replacing Limon by Unicode Font
 - Improving reporting formats (budget allocation and project performance tracking)

records)		
MOP planned to organize consultative workshop on CDPD revision among provincial planning officers from 9-10 April 2014.		
<input type="checkbox"/> delivery exceeds plan	<input type="checkbox"/> delivery in line with plan	<input type="checkbox"/> delivery below plan

II. Project implementation challenges

a. Updated project risks and actions

Project Risk 1: The process of CMDG report and NSDP validation and approval is taking time due to the political process in the country.

Action to be taken: *Project will closely follow up and expedite the process of validation and approval of these documents.*

Project Risk 2: Some line ministries had not sent the right person to the right meeting or workshop. This is affecting the process of discussion and decision-making and also expected results of the meeting or workshop.

Action to be taken: *Try the best to encourage line ministries to send the right person for the right meeting or workshop.*

b. Updated project issues and actions

Project Issue 1: The limitation of human resource for subnational component is leading to the delay of expected outputs of project and also sustainable works of the component. At the moment, there is only one person in charge for all technical works under IP3 and UNDP supported projects.

Actions to be taken: *New established department of subnational work will enable to improve this situation.*

Project Issue 2: The automation of profiles in CDB online is delay due to NCDD's IT specialist is busy with his organization's priorities. This will lead to the delay of sharing CDB's products online.

Actions to be taken: *MOP is closely coordinating with the IT specialist and encourages him to allocate time for this priority.*

III. Financial status and utilization

Table 1: Contribution overview project (01 June 2011 to 31 Dec 2015)

DONOR NAME	CONTRIBUTIONS		CONTRIBUTION BALANCE
	Committed	Received	
UNDP	1,800,000.00	1,457,306.40	342,693.60
TOTAL	1,800,000.00	1,457,306.40	342,693.60

Table 2: Quarterly expenditure by Activity (in Atlas format) [01 Jan to 31 Mar 2014]

Activity	2014 APPROVED BUDGET	2014 EXPENDITURE (Jan-Mar)	BALANCE	DELIVERY (%)
Activity1: Ministry of Planning and line ministries produce evidence based policy decisions to fast-track the achievement of lagging NSDP/CMDG Targets	215,082.06	25,241.18	189,840.88	12%
Activity2: Strengthened linkage of national and sub-national planning process focusing on NSDP/CDMG targets within selected line ministries	-	-	-	-
Activity3: CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 districts/Khans/Municipality	89,355.50	9,437.00	79,918.50	10%
Activity4: Staffing and CO support cost (common cost to the programme)	52,186.00	11,281.50	40,904.5	22%
Total:	356,623.56	45,959.68	310,663.88	13%

Table 3: Cumulative expenditure by Activity (in Atlas format) [01 Jan to Mar 2014]

Activity	APPROVED BUDGET (01 Jan to 31 Dec 2014)	ACCUMULATIVE EXPENDITURE	BALANCE	DELIVERY (%)
Activity1: Ministry of Planning and line ministries produce evidence based policy decisions to fast-track the achievement of lagging NSDP/CMDG Targets	215,082.06	25,241.18	189,840.88	12%
Activity2: Strengthened linkage of national and sub-national planning process focusing on NSDP/CDMG targets within selected line ministries	-	-	-	-
Activity3: CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 districts/Khans/Municipality	89,355.50	9,437.00	79,918.50	10%
Activity4: Staffing and CO support cost (common cost to the programme)	52,186.00	11,281.50	40,904.5	22%
Total:	356,623.56	45,959.68	310,663.88	13%

Quarterly Work Plan and Budget for Quarter 2, 2014

Outcome 5	CPAP outputs	Expected annual project results	Key Atlas Activities	TIMEFRAME			Impl. Agent:	CHART OF ACCOUNT					Budget Descriptions	Q2-Budget 2014			
				Apr	May	Jun		Fund	Donor	Bus. Unit	Account	Modality					
Enhanced capacities at national and sub-national levels to develop and monitor policies, plans and budgets that are evidence-based and geared towards the attainment of the MDGs by 2015	Output 5.1: Evidence from analytical tools is used to guide policy decisions, planning, and resource allocation at national and sub-national levels to accelerate achievement of CMDGs. Indicator : Acceleration framework for CMDG1 developed; Indicator: 1; Baseline: 0	Key deliverable1: Ministry of Planning and Line Ministries produce evidence based policy achievement of lagging NSDP/CMDG targets	Activity 1: Ministry of Planning and Line Ministries produce evidence based policy decisions to fast-track the achievement of lagging NSDP/CMDG targets														
		Indicator 1.1: 2014-2018 NSDP finalized and approved Target: 1 Baseline: In 2013, early draft NSDP examined by LMs at political level	1.1. The 2014-18 NSDP includes sub national analysis and acceleration strategies 1.1.1. Finalize NSDP 2014-2018 1.1.2. Print NSDP 2014-2018 (2000cp-Kh, 1000cp-En)	x	x		001368	04000	00012	B0396	75700	CA	Workshop/meeting/training				
		Indicator 1.2.1: CMDG Report 2013 and NDSP officially launched and disseminated at national and sub-national level Target: at least 1800pax attended; Baseline: 150pax in 2013	1.2. MoP facilitates the diffusion of results and the holding of dialogue forums on NSDP/CMDG acceleration 1.2.1. Launch CMDG report-2013 at national level 1.2.2. Launch NSDP 2014-2018 at national level			x	001981	04000	00012	B0396	74200	DAI	Printing and publication		21,000.00		
		Indicator 1.2.2: Acceleration Framework for CMDG1 developed in consultation with key LMs Target: 1, Baseline:0	1.2.3. Dissemination of NSDP 2014-2018 and CMDG report 2013 at subnational level 1.2.4. Develop acceleration framework for CMDG1			x	001368	04000	00012	B0396	75700	CA	Workshop/meeting/training		2,800.00		
		Indicator 1.3.2: National M&E technical guideline developed; Target: 1; Baseline: 0	1.3. Strengthen M&E framework for NSDP 2014-2018 and identify explicit indicators to promote LM M&E systems conformity 1.3.2. Developing National M&E technical guideline/manual and improving LMs M&E system (NWGM&E meetings)			x	001368	04000	00012	B0396	75700	CA	Workshop/meeting/training		8,870.00		
		Indicator 1.5.1: PIP package aligned with NSDP 2014-2018 priorities Target:1; Baseline: 0	1.4. MoP and LM Staff members generate regular quality analytical and synthetic documents 1.4.1. Layout and PrintCMDG report 2013 (Khmer 1000 cps and En 500 cps)				001981	04000	00012	B0396	74200	DAI	Printing and publication		5,700.00		
		Indicator 1.5.2: PIP assessed; Target: 1, Baseline:0	1.5. Formulate Public Investment Program (PIP) in consultation with line ministries and agencies 1.5.1. Prepare three-year rolling Public Investment Program 2015-2017 1.5.4 Conduct PIP assessment			x	001368	04000	00012	B0396	75700	CA	Workshop/meeting		3,760.00		
				x	x	x	001981	04000	00012	B0396	72500	CA	Office Supply		500.00		
				x			001981	04000	00012	B0396	72500	DAI	Printer Color		500.00		
						x	001981	04000	00012	B0396	71200	DAI	Consultant fee		58,500.00		
				Sub-Total Activity1:											139,173.00		
				Key deliverable3. CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 districts/Khans/Municipality	Activity3: CDB based CMDG scorecards and other products are used to focus sub-national planning processes by 194 districts/Khans/Municipality												
				Indicator 3.1.1: Capacity of planning officers of 24 provinces strengthened on generation and utilization of scorecards. Target: At least 70pax; Baseline: in 2013=85pax	3.1: CDB-based CMDG scorecards and other products in support of sub-national planning are generated 3.1.2. Refresher training on interpretation and utilization of scorecards and profiles in sub-national planning for DOP officers 3.1.3 Printing scorecard user manuals (500cp)	x	x		001368	04000	00012	B0396	75700	CA	Workshop/training		11,051.00
						x			001981	04000	00012	B0396	74200	DAI	Printing and publication		1,000.00

