

PROJECT COMPLETION CHECKLIST

Country Office: LESOTHO

Project No.: 00112941 Output No.: 00111234

Project Description: Integrated Watershed Management

| | |
|------------|--|
| YES | I confirm that all of the following matters have been considered and resolved: No outstanding NEX advances – in either local currency or USD |
| YES | No outstanding PDRs |
| YES | No open Purchase Orders |
| YES | No Receipt Accruals |
| YES | No outstanding commitments |
| YES | No pending prepayments and other non PO advances |
| YES | All pre-financing activities have been recovered and/or reimbursed |
| YES | 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.) |
| YES | No pending GLJEs |
| YES | No unapplied deposits or other unrecorded revenue |
| YES | No outstanding Accounts Receivable to be received from donors per signed agreements |
| YES | 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 |

ML

08-Oct-2020

| | |
|------------|--|
| N/A | Project bank account is fully reconciled and closed |
| N/A | All accrued employee benefits are fully accounted |
| YES | No other pending liabilities |
| YES | 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. |
| YES | 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. |

Project Manager: LIMOMANE PESHOANE

Signature: Limomane Peshoane

Date: 27-Sep-2020

Name: BETTY WABUNOHA

Title: Resident Representative

Signature: Betty Wabunoha

Date: 12-oct-2020

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.



ML

08-oct-2020