NOTE TO FILE
PROJECT CLOSURE FOR CITIES NIAP IMPLEMENTATION:
National Ivory Action Plan
(ATLAS PROJECT/OUTPUT ID: 00123872)

This Note to File is to record the following queries from GSSU related to the project closure of the [ATLAS Project ID: 00123872 (CITIES Project)]

4. Project Closure checklist item nr 17). All unused inventory items held at the end of the project has been disposed of or transferred to other projects (if applicable).

Answer: The project did not have any inventory items and hence, it is not applicable at all.

6. Project Closure checklist item nr 26). Kindly upload the Final project LPAC / Steering committee minutes in Atlas UNDP Project Closure Workbench (Attachments Tab). If the project Type is PIP CO can confirm via Email (Not Applicable).

Answer: There is no final LPAC/Steering committee minutes as this is an Agency Service Request (ASR) where CITIES Secretariat requested UNDP's support services to act as administrative agent to channel funds to the Ministry of Energy and Natural Resources Malaysia to implement this project.

7. Project Closure checklist item nr 27). All audit observations are closed. CO to provide a snip of the project audit status showing there is no pending observations taken from CARDS,

Answer: This item is Not Applicable as the project amounts are very low and below the threshold of USD200k per year and it is not subject to HACT audit. The entire project amount is only USD95,000.

9. Project Closure checklist item nr 34). All donor reports, as established in the Cost Sharing agreement, submitted, and acknowledged receipt by the donor representative, (if applicable)

Answer: Please see attached email from CITIES thanking UNDP for the report. The said final report is also attached in UNALL.

12. Final CDR – Last transaction in Oct 2021. CO provided the signed CDR for Q4 2021 in UNall. Since CDR for Q4 2021 not yet open in bridge to upload,

Answer: Please find attached final CDR for 2021 in UNALL (DIM Project).

13. Donor ID - Please note that your donor ID submission in UNall is 00041 while donor ID for refund as per AAA report is 13476 - CiTES.

Answer: Please use donor ID #13476 for the refund.

Prepared by:

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Date: 16 February 2022

Approved by:

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