

Project Completion Check List

Country Office: EL SALVADOR Project No.00060623/ output 00077646

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

x	No outstanding NEX advances – in either local currency or USD
x	No outstanding PDRs
x	No open Pos
x	No pending vouchers
x	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)
x	No pending GLJEs
x	No unapplied deposits or other unrecorded income
x	No deposits to be received from donors per signed agreements
x	No AR direct journals in budget error or incomplete status
x	No unrecorded staff related expenses, including separation payments, taxes and retroactive payroll adjustments
x	All assets are transferred or otherwise disposed of
x	All project petty cash is cleared
x	No other pending liabilities
x	The CDR for the previous quarter shows zero encumbrances
x	All audit gaps are closed with supporting documentation.
x	The final CDR is signed by UNDP and the Implementing Partner.
x	If a cost sharing project, the unexpended balance has been agreed to the general ledger.
x	Consultations with donors on the disposition of unexpended cost sharing balances, where required by the contribution agreement, have taken place.
x	All refunds to donors have taken place and the project balance is zero.

Name Christian Salazar Volkman

Title PR

Signature 

Date 3/10/17

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.

