

## Project Completion Check List

**Country Office: Syria**

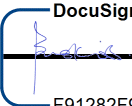
**Project/Output No. 00116906**

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

yes	No outstanding NIM/DIM advances (Account 16005)
yes	No outstanding Project Delivery Reports (PDR) or other requirements for joint projects;
yes	No outstanding commitments
yes	All pre-financing activities recovered/reimbursed
yes	All fixed assets transferred/disposed
yes	All unused inventory items transferred/disposed
yes	All items held as inventory distributed/transferred/returned to donor
yes	Project Bank Account is fully reconciled and closed, if applicable
yes	No other pending liabilities in USD ledger; (Accounts 2-x series - Excluding 21005). In addition, no other pending liabilities outside Atlas (CO to confirm)
yes	Ensuring previous quarter's CDR showing zero commitments
yes	Final LPAC / Steering committee minutes
yes	All audit observations are closed
yes	Consultations with Donors on the disposition of unexpended cost-sharing balances and documented
yes	All donor reports, as established in the Cost Sharing agreement, submitted and acknowledged receipt by the donor representative
yes	Ensure project accounts are closed, if applicable
yes	Ensure guidelines are adhered to if the project is funded by Global funds (GFATM fund code 30078, 30068)

Name Ramla Khalidi

Title UNDP Syria Resident Representative

Signature  \_\_\_\_\_  
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Date 12-Dec-2021

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.

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