

United Nations Development Programme
Interim Financial Report to the Government of the United States of America
As of 27 January 2022



Contributions reference no:
Country: Timor-Leste
Project: 00072017 - UNDP Capacity Building Support to PNTL
Output: 00098933 - PNTL-SGSD Project
Output status: Operationally Closed
Fund: Programme Cost Sharing

(in United States dollars)

	Prior years (1)	2022 (2)	Cumulative to 2022 (3)
Income/Revenue			
Annual Contributions Revenue ^a	-	-	-
Other Revenue ^b	-	-	-
Transfer to/from other funds	560,000.00	-	560,000.00
Refunds to donors	-	-	-
Total - Income/Revenue	560,000.00	-	560,000.00
Expenses			
Staff and other personnel costs	94,734.65	-	94,734.65
Supplies, commodities, materials	17,248.41	-	17,248.41
Equipment, vehicle and furniture including depreciation	129,964.19	-	129,964.19
Contractual services	159,582.56	-	159,582.56
Travel	21,621.96	-	21,621.96
Transfers and grants to counterparts	1,680.00	-	1,680.00
General operating and other direct costs	92,897.63	-	92,897.63
Subtotal	517,729.40	-	517,729.40
Programme support costs ^c	41,418.35	-	41,418.35
Total Expenses	559,147.75	-	559,147.75
Balance^d	852.25	852.25	852.25
Future Expenses^e			
Balance of un-depreciated assets & inventory purchased	-	-	-
Commitments	-	-	-
Subtotal	-	-	-
Receivables Past due, less advance receipts^g			
Less: Contributions receivable from donors	-	-	-
Available Resources^f	852.25	852.25	852.25
Total Contributions Revenue^h	-	-	-
Total Contributions Revenue Received^h	-	-	-
Total Receivablesⁱ	-	-	-
Deferred Revenue and Advance Receipts^j	-	-	-

- a. Contributions represent recognized revenue based on the payment schedule dates of signed agreements.
b. Other Revenue represents revenue resulting from miscellaneous activities.
c. Programme support (indirect) cost is calculated based on the expenses excluding amounts of foreign exchange gain/loss.
d. Balance in column (2) is inclusive of balance in column (1).
e. Amounts in column (2) are the balances outstanding as of the report date which are included in the available resources. Amounts in column (1) are shown for information purpose only.
f. Balance after future expenses, and contributions receivable from donors (i.e. amounts past due) have been accounted for.
g. Total value of donor contribution as per the signed date of the agreement.
h. Total cash received to-date.
i. Total outstanding amount due from donors, comprising both past due and future due receivables.
j. Contributions that have been received from donors but yet to be recognized as revenue in future years when payment schedules are realized.

This is to certify that the above statement of revenue, expenses and available resources is correct and that the expenses were incurred in connection with the approved projects for which funds have been received.

Name: MUNKHTUYA AITANGREI
Title: UNDP Resident Representative

28.01.2022
(Date)

Project Completion Check List

Country Office: Timor Leste Project/Output No. 00072017/0098933

Project Title: “PNTL-SGSD Project”


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

Yes	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 pending vouchers
Yes	No outstanding commitments
Yes	No pending prepayments and other non-PO advances
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 returns 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
Yes	All project petty cash is cleared
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)
yes	Final LPAC/steering committee minutes are available
N/A	All audit observations are closed with supporting documentation.
N/A	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.

	Consultations with donors on the disposition of unexpended cost sharing balances, where required by the contribution agreement, have taken place and are documented in writing.
	All refunds to donors have been transferred to Account 21030 (Pending Refunds to Donors) and the project balance is zero.
	Notified Treasury Contributions Unit if the donor agreement requires interest to be refunded to the donor if specified in the agreement.
	Notified the GSSC to close any associated contract in the contracts module.
	All donor reports, as established in the Cost Sharing agreement, were submitted and acknowledged receipt by the donor representative

Name: Munkhtuya Altangerel

Title: Resident Representative

Signature _____  _____ **Date** 28, 07, 2022

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.