

United Nations Development Programme



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22 April, 2020

RE: Viet Nam Allocation from Rapid Response Facility to respond to COVID-19

Dear Caitlin Wiesen,

I am pleased to inform you that the Administrator has approved the amount of \$214,000 (two hundred and fourteen thousand) to support the response to the impact of COVID-19 in Viet Nam in accordance with the COVID-19 Rapid Response Facility (RRF) guidelines.

The funding will be made available from the UNDP Funding Window for Governance, Conflict Prevention and Resilience, sub-window on Crisis Response (ATLAS fund code 28641; donor code 12711). An authorized spending limit (ASL) of \$214,000 will be established once you provide a valid output number. Please note, to facilitate the monitoring and reporting of resources dedicated to COVID-19, you are asked to create a new output under an existing project. In accordance with the directives of UNDP's Executive Board, please apply a General Management Support (GMS) rate of 7%.

Kindly note that the implementation of this allocation must strictly adhere to the established corporate policies and procedures as prescribed in the POPP. As the Head of the UNDP Country Office in Viet Nam you will be held accountable for the effective and prudent use of the funds allocated to your office for the intended purposes. The planned project activities as presented in the proposal must be completed within 6 months of the allocation date.

Please do not hesitate to contact your focal point in the Crisis Support Management Team for Asia Pacific, Rebecca Reynolds (rebecca.reynolds@undp.org), for any additional support that you might require. We look forward to working with you and your team in supporting your office on crisis response.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Asako Okai'.

Asako Okai
Assistant Secretary-General
Assistant Administrator and Director
Crisis Bureau

Caitlin Wiesen
UNDP Resident Representative, Viet Nam

United Nations Development Programme



cc: Ms. Kanni Wignaraja, Assistant Administrator and Director, RBAP
Ms. Angelique M. Crumbly, Assistant Administrator and Director, BMS
Mr. Janthomas Hiemstra, Head of Country Support Management Team, CB
Ms. Marjolaine Cote, Fund Manager a.i, BPPS and CB Joint Directorate
Ms. Seow Cheng Low, Fund Administrator, BMS

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