## ASSET INVENTORY

**Project Title:** Strategic Flexible Funding Mechanism

Project Number: Award Number: 00050953 00063208

Date of Report:

Dec-12

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Empowered lives.
Resilient nations.

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Country Code   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   JAM110   B0512   Vehicle   V								TAL	75			
Country Code   Business Unit   Item Description   Make & Mode   Ouantity   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   Vehicle   JAM110   B0512   Vehicle   Vehicle   JAM110   B0512   Vehicle   Vehicle   JAM110   B0512   Vehicle   Asset Profile 2 - Furniture   JAM110   B0512   Furniture or Fixture   JAM110   B0512   Furniture or Fixture   Asset Profile 3 - Electrical Equip. or Computer   JAM110   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical Equip. or Computer   JAM110   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical Equip. or Computer   JAM110   B0512   Electrical Equip. or Computer   Asset Profile 4 - Heavy Equip. or Generator   JAM10   B0512   Heavy Equip. or Generator   Asset Profile 4 - Heavy Machinery   Asset Profile 5 - Non Capitalized Items   Asset Profi									Other (less than 1,000 \$)		JAM10	20
Country Code   Business Unit   Item Description   Make & Model   Ouantry   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   Vehicle   JAM10   B0512   Vehicle   Vehicle   Asset Profile 2 - Furniture   JAM10   B0512   Furniture or Fixture   Asset Profile 3 - Electrical   Furniture   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 4 - Heavy Machinery   JAM10   B0512   Heavy Equip. or Generator   Asset Profile 5 - Non Capitalized Items   JAM10   B0512   Other (less than 1,000 \$)   JAM10   B0512   Other (less than 1,000 \$)   Other (less than 1,000 \$)   JAM10   B0512   Other (less than 1,000 \$)   Other (less th									Other (less than 1,000 \$)		JAM10	19
Country Code   Business Unit   Item Description   Make & Mode   Ouantry   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   Vehicle   JAM10   B0512   Vehicle   Asset Profile 2 - Furniture   Vehicle   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   Asset Profile 3 - Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 4 - Heavy Machinery   JAM10   B0512   Heavy Equip. or Generator   JAM10   B0512   Heavy Equip. or Generator   Asset Profile 4 - Heavy Machinery   Asset Profile 5 - Non Capitalized Items   Asset Profile 6 - Non Capitalized Item									Other (less than 1,000 \$)		JAM10	18
Country Code   Business Unit   Item Description   Make & Model   Ouantity   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   Vehicle   JAM10   B0512   Vehicle   Vehicle   JAM10   B0512   Vehicle   Vehicle   JAM10   B0512   Vehicle   Asset Profile 2 - Furniture   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   Asset Profile 3 - Electrical Equip. or Computer   JAM10   B0512   Heavy Equip. or Generator   Asset Profile 4 - Heavy Machinery   Asset Profile 5 - Non Capitalized Items   Asset Profile 5 - Non Capital									$\sim$		JAM10	1/
Country Code   Business Unit   Item Description   Make & Model   Ouantity   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   JAM10   B0512   Vehicle   JAM10   B0512   Vehicle   Asset Profile 2 - Furniture   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   Asset Profile 3 - Electrical   Furniture or Fixture   JAM10   B0512   Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Generator   JAM10   B0512   Heavy Equip. or Generator   JAM10   JAM					S	talized Item	- Non Capi	sset Profile 5				ì
Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Asset Profile 2 - Furniture         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Asset Profile 2 - Furniture         Wehicle         Asset Profile 2 - Furniture         Asset Profile 3 - Electrical         Asset Profile 4 - Heavy Machinery         Asset Profile 3 - Electrical         Asset Profile 4 - Heavy Edulp or Generator         Asset Profile 3 - Electrical									Heavy Equip. or Generator		JAM10	16
Country Code									Heavy Equip. or Generator		JAM10	15
Country Code   Business Unit   Item Description   Make & Mode   Quantity   Location   Tag Number   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   JAM10   B0512   Vehicle   Vehicle   JAM10   B0512   Vehicle   Asset Profile 2 - Furniture   Furniture   Asset Profile 3 - Electrical   Furniture   Custodian   JAM10   B0512   Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 4 - Heavy Machinery   Asset Profile 4 - Heavy Machine									Heavy Equip. or Generator		JAM10	14
Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM/10         B0512         Vehicle         Uehicle         Image: Computer Computer         Image: Computer Comput									Heavy Equip. or Generator		JAM10	13
Asset Profile 1 - Vehicles   Date acquired   Value   Custodian   JAM10   B0512   Vehicle   Vehicle   JAM10   B0512   Vehicle   JAM10   B0512   Vehicle   Asset Profile 2 - Furniture   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   JAM10   B0512   Furniture or Fixture   Asset Profile 3 - Electrical   Equip. or Computer   JAM10   B0512   Electrical Equip. or Computer   Asset Profile 3 - Electrical						Machinery	4 - Heavy	Asset Profile				
Asset Profile 1 - Vehicles   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Tag Number   Date acquired   Value   Custodian   Jam/10   Business Unit   Item Description   Tag Number   Date acquired   Value   Custodian   Jam/10   Jam/10   Business Unit   Item Description   Tag Number   Date acquired   Value   Custodian   Jam/10   J									Electrical Equip. or Computer		JAM10	12
Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Vehicle         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Vehicle         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Vehicle         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Asset Profile 2 - Furniture         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Asset Profile 2 - Furniture         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Furniture or Fixture         Asset Profile 2 - Furniture         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Furniture or Fixture         Asset Profile 3 - Electrical         Use Tag Number         Use Tag Num									Electrical Equip. or Computer		JAM10	3 3
Asset Profile 1 - Vehicles           Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Uehicle         <									Electrical Equip. or Computer		JAM10	10
Asset Profile 1 - Vehicles   Asset Profile 1 - Vehicles									Electrical Equip. or Computer		JAM10	3
Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Furniture or Fixture         Asset Profile 2 - Furniture         Furniture         Sectorial Sectoria						ectrical	ofile 3 - Ele	Asset Pr				
Asset Profile 1 - Vehicles           Country Code         Business Unit         Item Description         Make & Model         Quantity         Location         Tag Number         Date acquired         Value         Custodian           JAM10         B0512         Vehicle         ————————————————————————————————————									Furniture or Fixture		JAM10	α
Country Code Business Unit Item Description Make & Model Quantity Location Tag Number Date acquired Value Custodian  JAM10 B0512 Vehicle  JAM10 B0512 Furniture or Fixture  Asset Profile 2 - Furniture  Asset Profile 2 - Furniture									Furniture or Fixture		JAM10	
Country Code Business Unit Item Description Make & Model Quantity Location Tag Number Date acquired Value Custodian  JAM10 B0512 Vehicle  JAM10 B0512 Furniture or Fixture  Asset Profile 2 - Furniture									Furniture or Fixture		JAM10	6
Country Code Business Unit Item Description Make & Model Quantity Location Tag Number Date acquired Value Custodian  JAM10 B0512 Vehicle  JAM10 B0512 Vehicle  JAM10 B0512 Vehicle  JAM10 B0512 Vehicle  Asset Profile 2 - Furniture									Furniture or Fixture		JAM10	U
Country Code       Business Unit       Item Description       Make & Model       Quantity       Location       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Tag Number       Date acquired       Value       Custodian						rniture	ofile 2 - Fu	Asset Pr				
Country Code       Business Unit       Item Description       Make & Model       Quantity       Location       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Tag Number       Tag Number       Date acquired       Value       Custodian									Vehicle	B0512	JAM10	4
Asset Profile 1 - Vehicles         Country Code       Business Unit       Item Description       Make & Model       Quantity       Location       Tag Number       Date acquired       Value       Custodian         JAM10       B0512       Vehicle       Vehicle       Custodian									Vehicle	B0512	JAM10	ω
Country Code Business Unit Item Description Make & Model Quantity Location Tag Number Date acquired Value Custodian  JAM10 B0512 Vehicle									Vehicle	B0512	JAM10	2
Asset Profile 1 - Vehicles  Country Code   Business Unit   Item Description   Make & Model   Quantity   Location   Tag Number   Data acquired   Value   Custodian	Kemarks	Custodiali	Value	o da					Vehicle	B0512	JAM10	
Asset Profile 1 - Vehicles	Domada	Custodian	Value	Date acquired		Location	Quantity	Make & Model	Item Description	Business Unit	Country Code	S/N
						ehicles	rofile 1 - V	Asset P				

**Project Manager** Date and Signature

Programme Officer

That funtle Deputy Resident Representative
Date and Signature

Date and Signature

Annex III Risk Log

ω 2. 1 an IMF Agreement implementation of Delay in achieving of a deliverable before submission new projects the project and commencement of agreed funds to pay 50% of the with the consultant into a contract before Justice entered agreed timelines. deliverable to unable to produce electricity. The Ministry of Consultant was was a loss of during which there was affected by The FSC Project Description **Hurricane Sandy** 2012 consultancy in At the start of the About August 2012 er 2012. Date Identified September/Octob governmental Monetary loss Type Environmental P 4(medium) Impact 5(high) (high) P = 3 P =5 Impact 5 (high) Impact 3 1 (low) to 5 Probability Impact & disbursements. partner to prevent by development to Flex Fund Account have been restricted further Additional Funds assignment. complete difficulties to explained the with consultant who Contact was made Mngt response Countermeasures / consultant Project Project Consultant Consultant Project Owner consultant Project local Counterpart Partner and Development consultant Project Submitted, updated by 2013 January 2012 August Update 2012 Last October pending dead Status ended. Dead. Project has

#	· ·	2.		ώ
Description	Failure of one project consultant to provide timely updates for project reporting.	Low	rate and relatively low project expenditure	Insufficiency of legal drafters for consultancies.
Date	Sept. 2012	2012		2011
Туре	Operational	Operational		operational
Impact & Priority	Affects the ability to satisfy reporting requirements. Impact 5 (high) Priority =5	Reduces project delivery	Impact 4 (high) Priority =5	Inordinate delays in start of consultancies 1 5 (low) Priority =5
Countermeasures / Mngt response	Reports to Ministry of Justice	Ministries have been requested to submit requests.	Development Partner has reduced budgeted allocation to the project.	CPC requested to update listing to include other qualified professionals in Private practice.
Owner	Consultant.	Project Consultant.		Project consultant
updated by	consultant	consultant		Project manager.
Update	2012.	2012		2012
pending		o,		pending,

## Annex V Lessons Learnt

[Strategic Flexible Funding Mechanism 00063208]
United Nations Development Programme - Jamaica

2. Pr	1. Pr	#
management Project Results	Project	Туре
2012 November 2012	August	Date Identified
Drafting Instructions for amendment of FSC legislation was successfully completed. Consultant did not veer from the commitment to complete deliverables despite extenuating circumstances. (leg injury from a fall and loss of electricity from Hurricane Sandy.) The FSC was also timely in their review and gave suggestions for completion of deliverables.	No particular success identified.	Successes
agreement was reached that the consultant should receive 50% of total fees for mobilization on signing.  Mobilization fees are usually in the vicinity of 15-20%.  The consultant not being accountable to the party responsible for project funds but to the Ministry that engaged his services. Based on this arrangement, difficulty was experienced satisfying reporting requirements of the development partner  Hurricane Sandy was a challenge that was unanticipated. Work on the project was temporarily disrupted owing to the loss of electricity, and injuries suffered by the consultant.	Design of the contract wherein an	Shortcomings
the funds allocated to the project; greater involvement should have been taken in the drafting of the contract to ensure consistency with standard mobilization practices.  This challenge has not been overcome. The PIOJ was advised that the consultant has submitted a report with recommendations to the Ministry of Justice for Cabinet review.  The PIOJ needs to request deliverables at the next request by the MOJ for a disbursement of funds.  Completion of the project was delayed.  No-cost extensions were granted to overcome this difficulty.	Given that the PIOJ is responsible for	Recommended Solutions
2012. Sept. 2012	December	Submitted, updated by

## [Strategic Flexible Funding Mechanism 00063208] United Nations Development Programme - Jamaica

Date Identified Oct. 2012	# Туре	3. Organization Oct. 2012	a					_		4. organizationa Aug. 2012	organizationa 	organizationa I	organizationa 	organizationa 	organizationa 	organizationa 	organizationa 	organizationa I organizationa	organizationa     organizationa	organizationa     organizationa	organizationa     organizationa
	Successes	ontracting process was	thly handled. There was	constant communication	ng the parties during which	ication was provided for the	ultant on issues raised.														
Successes  The contracting process was smoothly handled. There was also constant communication among the parties during which clarification was provided for the consultant on issues raised.	Shortcomings	Although the consultant was unable to	start the assignment at the time	initially proposed by the BOJ, the Bank	was behind schedule with some	background research papers that were	to be provided at the start of the	contract.	Legislative drafting is a specialist area	allu liut lilally lawyers are ill	possession of this skill. Projects	possession of this skill. Projects requiring this skill are often subject to	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a drafter for the OMNIBUS legislation.	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a drafter for the OMNIBUS legislation.  Lengthy delays were experienced to	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a drafter for the OMNIBUS legislation.  Lengthy delays were experienced to get Terms of Reference from ministries	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a drafter for the OMNIBUS legislation.  Lengthy delays were experienced to get Terms of Reference from ministries requesting support for projects and the problem appears to be the lack of	possession of this skill. Projects requiring this skill are often subject to delays as the few persons in the profession often have several commitments. This was the situation experienced in the effort to identify a drafter for the OMNIBUS legislation.  Lengthy delays were experienced to get Terms of Reference from ministries requesting support for projects and the problem appears to be the lack of persons with the relevant skills for
Although the consultant was unal start the assignment at the time initially proposed by the BOJ, the was behind schedule with some background research papers that to be provided at the start of the contract.	Recommended Solutions updated	The documents were eventually	provided and the consultant was able	to start the assignment, however it	would have been a more efficient	arrangement if the Bank had made the	extra effort to have all documents	ready at the start of the contract.	The Chief Parliamentary Counsel was		after a number of drafters were asked	after a number of drafters were asked to confirm their availability, which they	after a number of drafters were asked to confirm their availability, which they could not, based on previous	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.  Some assistance was provided by the	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.  Some assistance was provided by the PIOJ but the need exists for capacity	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.  Some assistance was provided by the PIOJ but the need exists for capacity building in this area.	after a number of drafters were asked to confirm their availability, which they could not, based on previous commitments. Unless the pool of drafters is extended there is no short-term solution to this problem.  Some assistance was provided by the PIOJ but the need exists for capacity building in this area.
Although the consultant was unable to start the assignment at the time initially proposed by the BOJ, the Bank was behind schedule with some background research papers that were to be provided at the start of the contract.  Short comings  The start of the contract.	Submitted, updated by	Dec. 2012							Sept./Oct.												

United Nations Development Programme - Jamaica

Project Management:	Approved by: A char & So	Date: $\frac{8/3}{3}$
UNDP Resource Persons:	Name, Programme Advisor – Governance, Environme	ent & Energy, Poverty Reduction
	Name, Programme Analyst – Governance, Environme	nt & Energy, Poverty Reduction
Accepted by:		Date: