FACE CHECKLIST

FUNDING AUTHORIZATION AND CERTIFICATE OF EXPENDITURES

NSDP/CMDG Monitoring Support Proggramme

00061825

Award ID

Project ID

Project Title

1st April - 30th June 2013 For a Period Signature Date 07/13 1. Receipt of duly signed FACE and supporting documents : submitted from IP to UNDP CO YES NO Completed FACE with duly signature Quarterly progress report Quarterly work plan with itemized cost estimates Bank reconciliation with signature and date (last month of the quarter) Bank statement (last month of the quarter) Cash count sheet with signature and date (last month of the quarter) This project doesn't have petry Cash. 2. FACE checked/agreed by Programme Analyst FACE data entered in ATLAS by Programme Delivery rate of cash advance clearance (FACE verified by MSU FACE signed by DCD-P 7. APJV in Atlas approved by authorized persons or 8. Programme Associate ensures status of APJV in Atlas is "Valid" and "Posted" 9. A copy of signed FACE and supporting documents received by MSU 07 10. A copy of signed FACE and supporting documents sent to the IP

Funding Authorization and Certificate of Expenditures

: Kingdom of Cambodia

Programme Code & Title Project Code & Title

: 00061825 - NSDP/CMDG Monitoring Support Programme : 00078784 - NSDP/CMDG Monitoring Support Programme

Implementing Institution

: Ministry of Planning (MoP)

Responsible Officer

: H.E Chhay Than

UN Agency: UNDP

Date:

15/07/2013

Type of Request:

☑ Direct Cash Transfer (DCT)

☐ Reimbursement

☐ Direct Payment

Currency	: US Dollars					REPO	RTING			REQUE	STS / AUTHORIZAT	IONS
Activity Descri	ption from AWP with Duration	Co	ding/Ch Accoun		Authorised Amount 2QT, 2013 A	Actual Project Expenditure 2QT, 2013 B	accepted	nditures d by Agency T, 2013	Balance 2QT, 2013 D = A - C	New Request Period & Amount 3QT, 2013	Authorised Amount 3QT, 2013	Outstanding Authorised Amour 3QT, 2013 G = D + F
Activity 1: Ministry of Planning and decisions to fast-track the achievem	Line Ministries produce evidence based policy ent of lagging NSDP/CMDG targets						,			-		3-511
1.1: Preparation of 2014-2018 NSDP following participatory process	1.1.1: Meeting with LMs and Las on preparation of 2014-2018 NSDP(Circulation, technical meeting)	04000	00012	75709	14,219.00	14,543.12	1	14,543.12	(324.12)	324.12	324.12	(0.0)
includes sub-national analysis and acceleration stratergies.	1.1.2: Meeting with LMs and Las to finalize 2014-2018 NSDP (Technical and Political level)	04000	00012	75700	4	¥				12,240.00	12,240.00	12,240.0
1.2: Preparation of 3 years roling	1.2.1: Meeting with LMs and Las to review PIP 2014- 2016	04000	00012	75709	1,725.00	1,724.00	1	1,724.00	1.00	(1.00)	(1.00)	
Public Investment Programme (PIP) 2014-2016	1.2.2: Printing and distributing PIP 2014-2016 to LMs, Las and DPs (250 in Khmer version and 250 in English version)	04000	00012	74200		*						
	1.3.1: Technical workshops with MAFF,MRD and MOSAVY on M&E system	04000	00012	75700	2,884.00	2			2,884.00	(2,884.00)	(2,884.00)	
1.3: Strengthening M&E system within planning process at MoP and sectors	1.3.2: Training workshops on poverty rate estimation toward NWGPM for 2010-2012	04000	00012	75700	*	*		*		(4)		
	1.3.3: Meeting of M&E National Working Group and sub groups on standardization of variable definitions	04000	00012	75709	3,076.00	3,060.00	1	3,060.00	16.00	3,208.00	3,208.00	3,224.00
1.4: Preparation of end term report of NSDP update 2009-2013 including annual CMDG report 2013	1.4.1: Meeting with LMs and Las on end End Term Report (political level)	04000	00012	75700	· ·	pa 100 × 50		30		72		
1.5: Launch and Dissemination of	1.5.1: Printing annual CMDG report 2012 (Khmer 2000 cps)	04000	00012	74200		-			-	190	-	
annual progress report (APR)-CMDG 2012	1.5.2: Launch of CMDG report 2012	04000	00012	75700					-			
2012	1.5.3: Dissemination workshop at province	04000	00012	75700				-				
1.6: Project advisor		04000	00012	77300		870		-				
Miscelleneous		04000	00012	74500	W T	(<u>/2</u>)						
Sub Total - Activity 1					21,904.00	19,327.12		19,327.12	2,576.88	12,887.12	12,887.12	15,464.00
Activity 2: Strengthened linkage of focusing on NSDP/CMDG targets with	national and sub-national planning process thin selected line ministries											
2.1. Preparation of status paper on link with current law)	ages of national, sub-national planning process (In lay				*	(#S				*		
SubTotal - Activity 2					S.	9 2 .5		W-			#.	-
Activity 3: CDB based CMDG scorece national planning processes by 194	ards and other products are used to focus sub- districts/Khans/Municipality						100	X '				
3.1: Develop capacity of sub-national actors on generation and use of	3.1.1: Training on generation of scorecards	04000	00012	75700			12	1 3				
scorecards in sub-national planning	3.1.2: Training workshop on the use of scorecards in sub-national planning (province, IP3, DoP staff)	04000	00012	75709	26,200.00	25,999.00	1	25,999.00	201.00	(201.00)	(201.00)	
3.2: Strengthen the use of scorecards	3.2.1: Printing scorecard books (500cps)	04000	00012	74200	-			2				5
in sub-national planning	3.2.2: Dissemination of scorecards	04000	00012	75700	9:	: 9 3				24,500.00	24,500.00	24,500.00
0.00 m = 0.	3.2.3: Annual national workshop on scorecards	04000	00012	75700		(14))		-				

Activity Descr	iption from AWP with Duration	7,000	ding/Ch Accoun	ACCUPATION OF THE PERSON OF TH	Authorised Amount 2QT, 2013	Actual Project Expenditure 2QT, 2013	accepted	nditures d by Agency T, 2013	Balance 2QT, 2013	New Request Period & Amount 3QT, 2013	Authorised Amount 3QT, 2013	Outstanding Authorised Amount 3QT, 2013
		Fund	Donor	Account	A	В		c	D = A - C	E	F	G = D + F
	3.2.4: Video on CDB National conference (editing fees)	04000	00012	74200	9	7.000						1 11
	3.2.5: Field visit	04000	00012	71600	299.00	*			299.00	(299.00)	(299.00)	
	3.2.6. Int' I CDB scorecards consultant	04000	00012	71200	18,798.00	18,798.00	1	18,798.00		-		
- 10	3.2.7: Bank Charges and Miscellaneous Expenses	04000	00012	74500	187.00	80.60	1	80.60	106.40	(96.40)	(96.40)	10.00
SubTotal - Activity 3					45,484.00	44,877.60		44,877.60	606.40	23,903.60	23,903.60	24,510.00
Activity 4: Monitoring and, Learnin	g, Adaptative Feedback & Evaluation			- 4								
	Project mid-term review	04000	00012	71200	2	2				25		4
	Service contract-Individual	04000	00012	71400		*				2 1		
	Travel and DSA of project staff	04000	00012	71600		#:						
	Vechicle Gasoline	04000	00012	72300		#A		-		-		
	Mobile telephone allowance	04000	00012	72400	9	£						
Activity 4: Efficetive Project	Office Supply	04000	00012	72500		20		-				
Management Support	Vechicle maintenance	04000	00012	73400	+	2:					-	
4.1 Staffing and CO support cost	Common Security charge	04000	00012	74300		*			-			
(Common cost to the programme)	Vechicle Insurance	04000	00012	74500		TR.	1	-				*
	Miscelleneous	04000	00012	74500					-		155	
	Implementing Support Services (ISS)	04000	00012	74500	*	22		528	1 2			
	Gender, M&E, Communication Services	04000	00012	75700	*				1		-	
	Score card meeting with DP	04000	00012	75700								1000
	Learning and capacity building	04000	00012	75700		8		30		15.7te		
SubTotal - Activity 4					Ti.		XI.			(#)		
Advance Activity	Refund old age NEX advance to UNDP	04000	00012	16005		1963		-	E (Scale)	4	H	
Grand - Total					67,388.00	64,204.72		64,204.72	3,183.28	36,790.72	36,790.72	39,974.00

The undersigned authorized officer of the above-mentioned implementing institution hereby certifies that:

- $\ \square$ The funding request shown above represents estimated expenditures as per AWP and itemized cost estimates attached.
- The actual expenditures for the period stated herein has been disbursed in accordance with the AWP and request with itemized cost estimates. The detailed accounting documents for these expenditures can be made available for examination, when required, for
- $\ensuremath{\square}$ The progress report for the activities stated herein has been submitted.

Date Submitte	d: 16. July . 2013	Signature:	amet	Name:	H.E. Chhay Than	Title:	Senior Minister, Minister of Planning (MoP) and National Project Director, NMSP.
NOTES:	* Shaded areas to be completed by the UN Agency and non-sh	haded areas to be cor	npleted by the counterpart.				

	FOR ALL AGENCIES
Approved	by:
Signature	Napoleon Narous
Name:	Napoleon Navarro
Title:	Deputy Country Director (P)
Date:	2013.7.23

	FOR	UNICEF USE ONLY		FOR UNFI	PA USE ONLY
Account Charges		Liquidation Information		New Funding Release	
CAG Ref: CRQ ref., Voucher ref		CAG Ref: CRQ ref., JV ref.			
CRQ CAG GL:				Activity 1	0
Training (762010)	0	DCT Amount	0.00	1000	
Travel (762020)	0			Activity 2	0
Mtgs. & Confs. (762030)	0	Less:		A CHEST CONTRACTOR	
Sal. & Sup. Costs (761030)	0	Liquidation			
Const Proj. Prem. (761040)	0	Amount	0.00		
Other CAG (761010)	0				
Total	0	Balance	0.00	Total	0

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United Nations Development Programme



Date: 17 July, 2013

00078784 - NMSP

Excellency,

Subject: 00078784 - NSDP/CMDG Monitoring Support Programme

2nd Quarter 2013 Financial Report Expenditures and

3rd Quarter 2013 FACE Request

We acknowledge receipt of your letter dated 16th July 2013 pertaining to 2nd quarter 2013 actual expenditure and advance (FACE) request to cover planned expenditure in 3rd quarter 2013, under Project ID: 00078784 – NSDP/CMDG Monitoring Support Programme (NMSP).

We have verified that the FACE request and 2nd quarter 2013 work plan have been prepared in accordance with the quarterly work plan and the project document. Please find attached, for the Ministry of Planning record, the countersigned copy of the report.

We also note that based on the Q2 2013 report dated 30th June 2013, the actual project expenditure was 95.28% of the planned amount. The advance payment amounting to <u>US\$</u> 36,790.72 will therefore be remitted through the electronic fund transfer (EFT) to NMSP's Bank Account [No. 2214342] at ANZ ROYAL BANK (CAMBODIA) LTD. Shortly.

Thank you for your cooperation.

Sincerely yours,

Napoleon Navarro

Deputy Country Director (P)

Nanoless Nourous

H.E. Chhay Than Senior Minister Minister of Planning National Project Director, NMSP Ministry of Planning

Cc. H.E. Theng Pagnathun, Management Team A Mr. Chhe Bo, Management Team B

KINGDOM OF CAMBODIA

Nation Religion King



Ministry of Planning No.7. L. AMOP

Phnom Penh, July. 16. 2013

Mr. Napoleon Navarro Deputy Country Director **UNDP** Cambodia

Subject: Request to transfer advance for the 3rd quarter 2013

I am pleased to inform you that NSDP/CMDG Monitoring Support Programme has been spent reach to more than 80 % from the 2nd quarter 2013 amount. Therefore, I would like to request for the advance of the 3rd quarter of 2013 with the amount of US\$ 36,790.72 (Thirty Six Thousand Seven Hundred Ninety and Seventy Two Cents US Dollar only) in order to implement the planned activities in the Quarter 3, 2013.

Please find enclosed supporting documents for your reference and please kindly transfer the requested amount above to the bank as indicated below:

- Quarterly Work Plan with itemized cost for Quarter 3, 2013
- Annual Progress Report Quarter 2, 2013

The bank information for the NSDP/CMDG Monitoring Support Programme

Bank:

ANZ ROYAL BANK

Account Name:

NSDP/CMDG Monitoring Support Programme

Account Number: 2214342

Account Type:

Current-USD

take this opportunity to reveal my sincere appreciation to you and all UNDP colleagues for the usual cooperation and supports to Ministry of Planning.

Yours sincerely,

CHHAY Than Senior Minister, Minister of Ministry of Planning 1 6 JUL 2013

Date:	File:	000 78
Unit	Action	Info
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Bank Reconciliation

Items		Amount in USD	Comments
Balance per Bank Statement		3,183.28	Balance as of 30th June 2013
Add: Deposit in transit			
Date:	Cheque No./Details		
Less: Outstanding cheque	2.944		
Date:	Cheque No./Details		
Balance per Bank Statement		3,183.28	
Balance per bank book/GL		3,183.28	Balance as of 30th June 2013
Total Balance per Cash Book		3,183.28	
			•
Differences in Bank Reconciliation		0.00	

Less: Actual expenses	64,204.72	Balance carry forward to next
Plus: Advance brought forward from last quarter Less: Refund old age NEX advance to UNDP	0.00	
Plus: Fund Received within the reporting period	35,383.44	
Beginning Balance	32,004.56	

Fund Balance Represented by:		3,183.28
Fund balance at bank account		3,103.28
Balance of cash on hand (attached signed (Cash Count Sheet)	
Outstanding cash advance, if any	Ref: #	
Date:		
24		
Total		3,183.28

0.00 Differences in Fund Balance

Prepared By:.....San Vannakreth

Finance Officer

Verified By..... Mean Thavorah

Project Manager

Approved By:.

H.E Theng Pagnathun Project Manager

Date: 30 June 2013

Date:30 June 2013

Date: 30 June 2013

PAYMENT TRANSACTION

Apr-Jun 20 Date	Voucher No.	Description	Check #	Activity #	Acc. Code	Dr	Cr	Balance
1-Apr-13	140.	Balance brought forward from March 2013				32,004.56		32,004.56
	CHV-0083	Advance for Circulation Workshop on Guideline on Preparation of NSDP 2014-2018 at Cambodiana Hotel, on 18 April 2013	855827	1	75700		3,680.00	28,324.56
	CHV-0084	Advance Technical Workshop on Guideline on Preparation of NSDP 2014-2018 at 7 Makara Hotel, on 25-26 April 2013	855828	- 1	75700	V:	10,863.12	17,461.44
	CHV-0085	Advance for Workshop Training on Use Scorecard Sector in Kratie on 29-30 April 2013	855829	3	75700		6,658.00	10,803.44
	CHV-0086	Advance for Workshop Training on Use Scorecard Sector in Kampong Thom on 9-10 May 2013	855830	3	75700		6,400.00	4,403.44
134	RV-0012	Fund Transferred from UNDP for the advance of Quarter 2 2013 (April to June)				35,383.44		39,786.88
	CHV-0087	Scorecard Sector in Preah Sihanouk Province on 16-17 May 2013 and in Battambang on 22-23 May 2013	855831	3	75700		12,941.00	26,845.88
	3 CHV-0088	Advance for Workshop of National Working Group on M&E at 7Makara Hotel in Kampong Cham Province, on 30-31 May 2013	855832	1	75700		3,060.00	23,785.88
	3 CHV-0089	International Consultant Fee			71200	4/	18,798.00	4,987.88
	3 CHV-0090	Transfering Services Fee			74500		52.60	4,935.28
	3 CHV-0091	Agent Fee			74500		25.00	4,962.88
	3 CHV-0092	Advance for Inter-ministerial Meeting to Discuss First Draft of PIP 2014-2016 at Cambodiana	855833	1	75700		1,724.00	3,238.88
30-Jun-1	3 CHV-0093	Account keeping fees from ANZ for Jan-Mar 2013		77.27	74500		3.00	3,235.88
Jo juli i		Balance carry forward to the next quarter				67,388.00	64,204.72	3,183.2

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SUMMARY	AMOUNT	
Total credit amount	\$ 64,204.72	
Net total actual expenditure in Q2	\$ 64,204.72	

Prepared By:.... San Vannakreth

Finance Officer

Date: 30 June 2013

Verified By...

Mean Thavorah Project Manager

Date: 30 June 2013

Date: 30 June 2013

ADVANCE TRANSACTION

Date	Voucher No.	Description	Activity #	Acc. Code	Dr.	Cr.	Balance
1-Apr-13		Balance brought forward from March 2013					
18-Apr-13	CHV-0083	Advance for Circulation Workshop on Guideline on Preparation of NSDP 2014-2018 at Cambodiana Hotel, on 18 April 2013	1	75700	3,680.00		3,680.00
22-Apr-13	JV-0034	Cleared Advance #CHV-0083 for Circulation Workshop on Guideline on Preparation of NSDP 2014-2018 at Cambodiana Hotel, on 18 April 2013	1	75700		3,680.00	5
27-Apr-13	CHV-0084	Advance for Technical Workshop on Guideline on Preparation of NSDP 2014-2018 at 7 Makara Hotel, on 25-26 April 2013	1	75700	10,863.12		10,863.12
	JV-0035	Cleared advance voucher # CHV-0084 for Technical Workshop on Guideline on Preparation of NSDP 2014-2018 at 7 Makara Hotel, on 25-26 April 2013	1	75700		10,863.12	
23-Apr-13	CHV-0085	Advance for Workshop Training on Use Scorecard Sector in Kratie on 29-30 April 2013	3	75700	6,658.00		6,658.00
3-May-13	JV-0036	Cleared Advance #CHV-0085 for Workshop Training on Use Scorecard Sector in Kratic on 29-30 April 2013	3	75700		6,658.00	
5-May-13	CHV-0086	Advance for Workshop Training on Use Scorecard Sector in Kampong Thom on 9-10 May 2013	3	75700	6,400.00		6,400.00
13-May-13	A CONTRACTOR OF THE PARTY OF TH	Cleared Advance #CHV-0086 for Workshop Training on Use Scorecard Sector in Kampong Thom on 9-10 May 2013	3	75700		6,400.00	
7-May-13	CHV-0087	Advance for Workshop Training on Use Scorecard Sector in Preah Sihanouk Province on 16-17 May 2013 and in Battambang on 22-23 May 2013	3		12,941.00		
27-May-13	JV-0038	Cleared Advance #CHV-0087 for Workshop Training on Use Scorecard Sector in Preah Sihanouk Province on 16-17 May 2013 and in Battambang on 22-23 May 2013	3			12,941.00	
27-May-13	CHV-0088	Advance for Workshop of National Working Group on M&E at 7Makara Hotel in Kampong Cham Province, on 30-31 May 2013	1	75700	3,060.00		3,060.00
4-Jun-13	JV-0039	Cleared Advance #CHV-0088 for Workshop of National Working Group on M&E at 7Makara Hotel in Kampong Cham Province, on 30-31 May 2013	1	75700		3,060.00	
20-Jun-13	CHV-0092	Advance for Inter-ministerial Meeting to Discuss First Draft of PIP 2014-2016 at Cambodiana Hotel, on 20 June 2013	1		1,724.00		1,724.00
21-Jun-13		Cleared Advance #CHV-0092 for for Inter-ministerial Meeting to Discuss First Draft of PIP 2014-2016 at Cambodiana Hotel, on 20 June 2013	1	75700		1,724.00	*
a en		TOTAL			45,326.12	45,326.12	

Prepared By:..... San Vannakreth

Finance Officer

Date: 30 June 2013

Verified By..

Mean Thavorah Project Manager

Approved By:.....H.E Theng Pagnathun
Project Manager

Date: 30 June 2013

Date: 30 June 2013



USD CANBI - BUSINESS

(USD)

PAGE NO. 01 STATEMENT DATE 10/07/2013

NSDP/CMDG MONITORING SUPPORT PROGRAMME MINISTRY OF PLANNING # 386, MONIVONG BLVD PHNOM PENH, CAMBODIA 012 899 313

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DATE		TRANS. DETAILS	AMOUNT	BALANCE
010413		BALANCE B/F		32004.56
180413	INDEPENDEN	CHEQUE WDL 00855827 PAY TO MR VANNAKRETH SAN	3680.00-	28324.56
230413	INDEPENDEN	CHEQUE WDL 00855829 PAY TO UNG VISETH	6658.00-	21666.56
230413	INDEPENDEN	CHEQUE WDL 00855828 PAY TO MR VANNARETH SAN	10863.12-	10803.44
300413	INTERNAL	ACCT KEEP FEE	1.00-	10802.44
060513	INDEPENDEN	CHEQUE WDL 00855830	6400.00-	4402.44
		CHQ TO UNG VISETH		
070513	INDEPENDEN	CHEQUE DEPOSIT CHO DEP FROM UNDP REPRESENTA	35383.44	39785.88
090513	INDEPENDEN		12941.00-	26844.88
270513	INDEPENDEN	CHEQUE WDL 00855832 PAY TO SAN VANNAKRETH	3060.00-	23784.88
270513	TUOL KOK	TELEX TRF REF:TTKH052721013865000000000	18850.60-	4934.28
270513	TUOL KOK	DEBIT AGENT FEE OTT TO SHERIF RUSH	25.00- IDY USD18798	4909.28
310513	INTERNAL	ACCT KEEP FEE	1.00-	4908.28
200613	INDEPENDEN	CHEQUE WDL 00855833 PAY TO MR SAN VANNAKRETH	1724.00-	3184.28
	INTERNAL STATEMENT	ACCT KEEP FEE	1.00-	3183.28