

Project Completion Check List

Country Office: UZB

Project Output No: 00122811

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

V	No outstanding NEX advances – in either local currency or USD
V	No outstanding PDRs
V	No open Purchase Orders
V	No Receipt Accruals
V	No outstanding commitments
V	No pending prepayments and other non PO advances
V	All pre-financing activities have been recovered and/or reimbursed
V	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 return of GMS based on the balance of unspent funds must be done.)
V	No pending GLJEs
V	No unapplied deposits or other unrecorded revenue
V	No outstanding Accounts Receivable to be received from donors per signed agreements
V	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
V	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
N/A	All project petty cash is cleared
N/A	Project bank account is fully reconciled and closed
V	All accrued employee benefits are fully accounted
V	No other pending liabilities
V	The CDR for the previous quarter shows zero future expenses (commitments).
N/A	Final LPAC/ steering committee minutes are available

