Report on the Audit of UN Women Bangladesh
Reducing Vulnerability of Women Affected By Climate Change
Through Viable Livelihood Options (Project No. 80556)
Executive Summary

The UNDP Office of Audit and Investigations (OAI), through KPMG SA (the audit firm), from 19 October to 13 November 2015, conducted an audit of Reducing Vulnerability of Women Affected By Climate Change Through Viable Livelihood Options (Project No. 80556) (the Project), which is directly implemented and managed by the UN Women Country Office in Bangladesh (the Office). This was the first audit of the Project.

The audit firm conducted a financial audit to express an opinion on whether the financial statements present fairly, in all material aspects, the Project’s operations. The audit covered the Project’s Trial Balance Report, which includes expenditure for the period from 1 January to 31 December 2014 and the Statement of Assets as of 31 December 2014. The audit did not include expenditures processed and approved in locations outside of the country (such as the UN Women Regional Office and UN Women Headquarters).

The audit was conducted under the general supervision of OAI in conformance with the International Standards for the Professional Practice of Internal Auditing.

Audit results

Based on the audit reports and corresponding management letter submitted by the audit firm, the results are summarized in the table below:

<table>
<thead>
<tr>
<th>Project Expenditure*</th>
<th>Project Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount (in $ '000)</td>
<td>Opinion</td>
</tr>
<tr>
<td>882</td>
<td>Unqualified</td>
</tr>
<tr>
<td>7</td>
<td></td>
</tr>
</tbody>
</table>

*Expenditures recorded in the Project’s Trial Balance were $1,046,216. Excluded from the audit scope were transactions that relate to expenditures processed and approved by other UN Women offices outside of the country ($ 164,065).  
**NFI = Net Financial Impact

The audit did not result in any recommendations.
United Nations Development Programme (UNDP)


- Bangladesh -

For the year ended 31 December 2014

KPMG SA
Geneva, 17 December 2015
Ref. PHP, HM
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KPMG Geneva conducted the financial audit of UN Women project number 00080556 “Reducing vulnerability of women affected by climate change through viable livelihood options” (the project) for the period from 1 January to 31 December 2014. The audit was undertaken on behalf of the Office of Audit and Investigations (OAI), United Nations Development Programme (UNDP).

We have issued audit opinions as summarized in the table below and as detailed in the next section:

<table>
<thead>
<tr>
<th>Project Trial Balance (PTB) Statement</th>
<th>Unqualified</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statement of Fixed Assets and Equipment</td>
<td>Unqualified</td>
</tr>
</tbody>
</table>

We have not raised any findings as a result of our audit.

KPMG SA

Pierre-Henri Pingeon

Auditor in Charge

Henri Mwaniki

Geneva, 17 December 2015
Audit Objectives and Scope

The objective of the financial audit was to express an opinion on the Directly Implemented (DIM) project’s trial balance which includes:

- Expressing an opinion on whether the financial expenses incurred by the project between 1 January and 31 December 2014 are fairly presented in accordance with UN Women accounting policies and that the expenses incurred were: (i) in conformity with the approved project budgets; (ii) for the approved purposes of the project; (iii) in compliance with the relevant regulations and rules, policies and procedures of UN Women; and (iv) supported by properly approved vouchers and other supporting documents. The Project Trial Balance (PTB) is the mandatory and official Statement upon which the audit opinion should be expressed. Other forms of Statement of expenses that may be prepared by a project office are not accepted.

- Expressing an opinion on whether the Statement of fixed assets presents fairly the balance of assets of the UN Women project as at 31 December 2014. This Statement must include all assets available as at 31 December 2014 and not only those purchased in a given period. Where a DIM project does not have any assets or equipment, it will not be necessary to express such an opinion.

The scope of the audit relates only to transactions concluded and recorded against the UN Women DIM project, between 1 January and 31 December 2014. The scope of the audit did not include:

- Activities and expenses incurred or undertaken at the level of “responsible parties”, unless the inclusion of these expenses is specifically required in the request for proposal; and

- Expenses processed and approved in locations outside the country such as UN Women Regional Offices and UN Women Headquarters and where the supporting documentation is not retained at the level of the UN Women country office.
Independent Auditors' Report
Project Trial Balance (PTB) Statement

To: Office of Audit and Investigations (OAI), United Nations Development Programme (UNDP)

Audited Project: “Reducing vulnerability of women affected by climate change through viable livelihood options”
Period covered by the audited PTB Statement: From 1 January 2014 to 31 December 2014
Atlas Project Number to identify the PTB: 00080556
Location: Bangladesh

We have audited the accompanying Project Trial Balance (PTB) Statement of the UN Women project number 00080556 “Reducing vulnerability of women affected by climate change through viable livelihood options” for the period 1 January to 31 December 2014. The PTB expenditures totalling $1,046,215.80 are comprised of audited expenditures of $882,150.89 under the Directly Implemented Modality (DIM) and expenditures processed and approved outside the UN Women Country office in Bangladesh of $164,064.91, which were excluded from the scope of our audit.

Management’s Responsibility for the Project Trial Balance Statement
Management is responsible for the preparation of the PTB Statement for “Reducing vulnerability of women affected by climate change through viable livelihood options” project and for such internal control as management determines is necessary to enable the preparation of a Statement that is free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility
Our responsibility is to express an opinion on the Statement based on our audit. We conducted our audit in accordance with the International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statement. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the Statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the project’s preparation of the Statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the project’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the Statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.
Opinion

In our opinion, the attached Project Trial Balance (PTB) Statement presents fairly, in all material respects, the expenses of $882,150.89 incurred by the project number 00080556 "Reducing vulnerability of women affected by climate change through viable livelihood options" for the period 1 January to 31 December 2014 in accordance with UN Women accounting policies and were (i) in conformity with the approved project budgets; (ii) for the approved purposes of the project; (iii) in compliance with the relevant regulations and rules, policies and procedures of UN Women; and (iv) supported by properly approved vouchers and other supporting documents.

KPMG SA

Pierre-Henri Pingson
Auditor in Charge

Henri Mwanki

Geneva, 17 December 2015
Independent Auditors' Report
Statement of Assets and Equipment

To: Office of Audit and Investigations (OAI), United Nations Development Programme (UNDP)

Audited Project: “Reducing vulnerability of women affected by climate change through viable livelihood options”
Period covered by the Statement of Assets and Equipment: 1 January 2014 to 31 December 2014
Atlas Project Number to identify the PTB: 00080556
Location: Bangladesh

We have audited the accompanying Statement of Assets and Equipment of the UN Women project number 00080556 “Reducing vulnerability of women affected by climate change through viable livelihood options” as at 31 December 2014.

Management’s Responsibility for the Statement of Assets and Equipment
Management is responsible for the preparation of the Statement for the “Reducing vulnerability of women affected by climate change through viable livelihood options” project and for such internal control as management determines is necessary to enable the preparation of a Statement that is free from material misstatement, whether due to fraud or error.

Auditors’ Responsibility
Our responsibility is to express an opinion on the Statement based on our audit. We conducted our audit in accordance with the International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statement. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the Statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the project’s preparation of the Statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the project’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the presentation of the Statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.
Opinion
In our opinion, the attached Statement of Assets and Equipment presents fairly, in all material respects, the balance of inventory of the UN Women project number 00080556 “Reducing vulnerability of women affected by climate change through viable livelihood options” amounting to $6,721.36 as at 31 December 2014 in accordance with UN Women accounting policies.

Pierre-Henri Pingeon          Henri Mwaniki
Auditor in Charge
Management Letter

To: Office of Audit and Investigations, United Nations Development Programme (UNDP)

Audited Project: “Reducing vulnerability of women affected by climate change through viable livelihood options”
Period covered: 1 January 2014 to 31 December 2014
Atlas Project Number to identify the PTB: 00080556
Location: Bangladesh

We have not raised any critical findings related to this project as a result of our audit

Pierre-Henri Pingeon
Auditor in Charge

Henri Mwaniki

Geneva, 17 December 2015
Annex 1: Project Trial Balance (PTB) Statement
## Extract of UN Women Trial Balance as at the 31 December 2014.

### Expenditure by Project

<table>
<thead>
<tr>
<th>Project</th>
<th>Account Number</th>
<th>Account Description</th>
<th>2014 Total Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>80556</td>
<td>61105</td>
<td>Salaries - NP Staff</td>
<td>42,493.58</td>
</tr>
<tr>
<td></td>
<td>62105</td>
<td>Dependency Allowance-NP Staff</td>
<td>402.77</td>
</tr>
<tr>
<td></td>
<td>62110</td>
<td>Contrib Joint Staff Pension-NP</td>
<td>8,515.99</td>
</tr>
<tr>
<td></td>
<td>62115</td>
<td>Contrib to Med,SocIns-NP Staff</td>
<td>3,179.42</td>
</tr>
<tr>
<td></td>
<td>62140</td>
<td>Annual Leave Expense - NO</td>
<td>736.51</td>
</tr>
<tr>
<td></td>
<td>63530</td>
<td>Contribution to EOS Benefits</td>
<td>1,593.50</td>
</tr>
<tr>
<td></td>
<td>63535</td>
<td>Contribution to Security</td>
<td>1,699.74</td>
</tr>
<tr>
<td></td>
<td>63540</td>
<td>Contribution to Training</td>
<td>424.93</td>
</tr>
<tr>
<td></td>
<td>63545</td>
<td>Contribution to ICT</td>
<td>1,699.74</td>
</tr>
<tr>
<td></td>
<td>63550</td>
<td>Contributions to MAIP</td>
<td>85.00</td>
</tr>
<tr>
<td></td>
<td>63555</td>
<td>Contribution to UN JFA</td>
<td>764.87</td>
</tr>
<tr>
<td></td>
<td>63560</td>
<td>Contributions to Appendix D</td>
<td>127.48</td>
</tr>
<tr>
<td></td>
<td>65115</td>
<td>Contributions to ASH Reserve</td>
<td>3,399.51</td>
</tr>
<tr>
<td></td>
<td>65135</td>
<td>Payroll Mgt Cost Recovery ATLA</td>
<td>224.10</td>
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<tr>
<td></td>
<td>71205</td>
<td>Intl Consultants-Sht Term-Tech</td>
<td>14,850.00</td>
</tr>
<tr>
<td></td>
<td>71305</td>
<td>Local Consult.-Sht Term-Tech</td>
<td>6,921.38</td>
</tr>
<tr>
<td></td>
<td>71405</td>
<td>Service Contracts-Individuals</td>
<td>360,606.10</td>
</tr>
<tr>
<td></td>
<td>71410</td>
<td>MAIP Premium SC</td>
<td>59.67</td>
</tr>
<tr>
<td></td>
<td>71415</td>
<td>Contribution to Security SC</td>
<td>656.52</td>
</tr>
<tr>
<td></td>
<td>71440</td>
<td>Appendix D SC</td>
<td>477.48</td>
</tr>
<tr>
<td></td>
<td>71605</td>
<td>Travel Tickets-International</td>
<td>2,557.61</td>
</tr>
<tr>
<td></td>
<td>71610</td>
<td>Travel Tickets-Local</td>
<td>1,247.48</td>
</tr>
<tr>
<td></td>
<td>71615</td>
<td>Daily Subsistence Allow-Intl</td>
<td>830.88</td>
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<tr>
<td></td>
<td>71620</td>
<td>Daily Subsistence Allow-Local</td>
<td>2,346.31</td>
</tr>
<tr>
<td></td>
<td>71635</td>
<td>Travel - Other</td>
<td>41,433.58</td>
</tr>
<tr>
<td></td>
<td>72105</td>
<td>Svc Co-Construction &amp; Engineer</td>
<td>7,354.67</td>
</tr>
<tr>
<td></td>
<td>72130</td>
<td>Svc Co-Transportation Services</td>
<td>224.07</td>
</tr>
<tr>
<td></td>
<td>72205</td>
<td>Office Machinery</td>
<td>4,748.77</td>
</tr>
<tr>
<td></td>
<td>72405</td>
<td>Acquisition of Commuc Equip</td>
<td>1,033.01</td>
</tr>
<tr>
<td></td>
<td>72415</td>
<td>Courier Charges</td>
<td>25.98</td>
</tr>
<tr>
<td></td>
<td>72425</td>
<td>Mobile Telephone Charges</td>
<td>437.18</td>
</tr>
<tr>
<td></td>
<td>72430</td>
<td>Postage and Pouch</td>
<td>442.13</td>
</tr>
<tr>
<td></td>
<td>72445</td>
<td>Common Services-Communications</td>
<td>7,378.62</td>
</tr>
<tr>
<td></td>
<td>72505</td>
<td>Stationery &amp; other Office Supp</td>
<td>1,182.85</td>
</tr>
<tr>
<td></td>
<td>72615</td>
<td>Micro Capital Grants-Other</td>
<td>312,782.69</td>
</tr>
<tr>
<td></td>
<td>72715</td>
<td>Hospitality Catering</td>
<td>21.60</td>
</tr>
<tr>
<td></td>
<td>72805</td>
<td>Acquis of Computer Hardware</td>
<td>2,564.10</td>
</tr>
<tr>
<td></td>
<td>72815</td>
<td>Inform Technology Supplies</td>
<td>1,294.50</td>
</tr>
<tr>
<td></td>
<td>73105</td>
<td>Rent</td>
<td>702.21</td>
</tr>
<tr>
<td></td>
<td>73106</td>
<td>Leased premises alterations</td>
<td>470.51</td>
</tr>
<tr>
<td></td>
<td>73107</td>
<td>Rent - Meeting Rooms</td>
<td>1,102.47</td>
</tr>
<tr>
<td></td>
<td>73120</td>
<td>Utilities</td>
<td>314.29</td>
</tr>
<tr>
<td></td>
<td>73125</td>
<td>Common Services-Premises</td>
<td>41,104.96</td>
</tr>
<tr>
<td></td>
<td>73205</td>
<td>Premises Alternations</td>
<td>7,482.03</td>
</tr>
<tr>
<td>Project</td>
<td>Account Number</td>
<td>Account Description</td>
<td>2014 Total Expense</td>
</tr>
<tr>
<td>---------</td>
<td>----------------</td>
<td>-----------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td></td>
<td>73405</td>
<td>Rental &amp; Maint-Other Office Eq</td>
<td>9,069.75</td>
</tr>
<tr>
<td></td>
<td>73406</td>
<td>Maintenance of Equipment</td>
<td>289.89</td>
</tr>
<tr>
<td></td>
<td>73410</td>
<td>Maint, Oper of Transport Equip</td>
<td>643.69</td>
</tr>
<tr>
<td></td>
<td>73505</td>
<td>Reimb to UNDP for Supp Srvs</td>
<td>38.55</td>
</tr>
<tr>
<td></td>
<td>74105</td>
<td>Management and Reporting Srvs</td>
<td>22,266.91</td>
</tr>
<tr>
<td></td>
<td>74210</td>
<td>Printing and Publications</td>
<td>720.76</td>
</tr>
<tr>
<td></td>
<td>74230</td>
<td>Audio &amp; Visual Equipment</td>
<td>429.13</td>
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<td></td>
<td>74510</td>
<td>Bank Charges</td>
<td>38.35</td>
</tr>
<tr>
<td></td>
<td>74525</td>
<td>Sundry</td>
<td>(10,010.05)</td>
</tr>
<tr>
<td></td>
<td>74965</td>
<td>Low value equipment</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>75105</td>
<td>Facilities &amp; Admin - Implement</td>
<td>38,445.29</td>
</tr>
<tr>
<td></td>
<td>75115</td>
<td>Facilities &amp; Admin - OH &amp; Ind</td>
<td>31,711.37</td>
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<tr>
<td></td>
<td>75705</td>
<td>Learning Costs</td>
<td>70,815.61</td>
</tr>
<tr>
<td></td>
<td>75707</td>
<td>Learning ? subsistence allowan</td>
<td>141.88</td>
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<tr>
<td></td>
<td>75709</td>
<td>Learning - training of counter</td>
<td>750.00</td>
</tr>
<tr>
<td></td>
<td>76125</td>
<td>Realized Loss</td>
<td>2,288.45</td>
</tr>
<tr>
<td></td>
<td>76135</td>
<td>Realized Gain</td>
<td>(10,384.77)</td>
</tr>
<tr>
<td></td>
<td>77630</td>
<td>Dep Exp Owned - ITC</td>
<td>960.20</td>
</tr>
</tbody>
</table>

| 80556 Total | 1,046,215.80 |

I hereby certify that the Trial balance is extracted from UN Womens books and records, which has been audited by the United Nations Board of Audit for the year ended 31 December 2014.

Donna Grimwade  
Chief of Accounts  

29/10/2015  

Pierre-Henri Pingeon, Partner  
KPMG SA, Geneva  
17 December 2015  

Henri Mwaniki, Senior Manager  
KPMG SA, Geneva  
17 December 2015
Annex 2: Statement of Assets and Equipment
Extract of UN Women Trial Balance as at the 31 December 2014.

<table>
<thead>
<tr>
<th>Project</th>
<th>Account</th>
<th>Account Description</th>
<th>Balance per the Trial Balance</th>
<th>Schedule</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>80556</td>
<td>18130</td>
<td>Communications &amp; IT Equipm</td>
<td>8,642.25</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>18630</td>
<td>Accumulated Dep - ITC</td>
<td>(950.20)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>80556 Total</strong></td>
<td></td>
<td></td>
<td><strong>7,692.05</strong></td>
<td>6,721.36</td>
<td><strong>960.69</strong></td>
</tr>
</tbody>
</table>

I hereby certify that the Trial balance is extracted from UN Womens books and records, which has been audited by the United Nations Board of Audit for the year ended 31 December 2014.

Donna Grimwade  
Chief of Accounts  
30-Oct-15

Pierre-Henri Pingeon, Partner  
KPMG SA, Geneva  
17 December 2015

Henri Mwaniki, Senior Manager  
KPMG SA, Geneva  
17 December 2015
## Asset Schedule by Project as at the 31 December 2014

<table>
<thead>
<tr>
<th>Business Operating Unit</th>
<th>Operating Unit</th>
<th>Asset ID</th>
<th>Unit Profile ID</th>
<th>Description</th>
<th>TAG Number</th>
<th>Serial Number</th>
<th>Model</th>
<th>Location</th>
<th>Acquisition Date</th>
<th>In Service Date</th>
<th>Cost (USD)</th>
<th>Net Book Value</th>
<th>Quantity</th>
<th>Department</th>
<th>Implementation Agency</th>
<th>Donor</th>
<th>Project</th>
<th>Fund Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAL30</td>
<td>PAL30</td>
<td>000000000438</td>
<td>UNW ICT1</td>
<td>DELL LATITUDE E6</td>
<td>ITQ000321</td>
<td>HBJC4N4</td>
<td>PAL30</td>
<td>6/1/2009</td>
<td>6/1/2009</td>
<td>1,600.00</td>
<td>-</td>
<td>-</td>
<td>1</td>
<td>951.145</td>
<td>C00201</td>
<td>00322</td>
<td>0086906</td>
<td>W9000</td>
</tr>
<tr>
<td>PAL30</td>
<td>PAL30</td>
<td>000000000275</td>
<td>UNW ICT1</td>
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<td>ITQ001319</td>
<td>CNU0031F5R</td>
<td>PAL30</td>
<td>8/18/2010</td>
<td>8/18/2010</td>
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<td>-</td>
<td>-</td>
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<td>951.145</td>
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<td>00220</td>
<td>0086906</td>
<td>W9000</td>
</tr>
<tr>
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<td>UNW ICT1</td>
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<td>CNU111302V7</td>
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<td>12/3/2010</td>
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<td>-</td>
<td>1</td>
<td>951.145</td>
<td>C00201</td>
<td>00220</td>
<td>0086906</td>
<td>W9000</td>
</tr>
<tr>
<td>PAL30</td>
<td>PAL30</td>
<td>000000000232</td>
<td>UNW ICT1</td>
<td>HP LAPTOP</td>
<td>ITQ000220</td>
<td>CNU250507MC</td>
<td>PAL30</td>
<td>4/5/2013</td>
<td>4/5/2013</td>
<td>1,251.49</td>
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<td>-</td>
<td>1</td>
<td>951.145</td>
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<td>00187</td>
<td>0086906</td>
<td>W9000</td>
</tr>
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<td>PAL30</td>
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<td>UNW ICT1</td>
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<td>ITQ00052</td>
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<td>1/31/2013</td>
<td>1,985.00</td>
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<td>1</td>
<td>951.145</td>
<td>C00201</td>
<td>00210</td>
<td>0086906</td>
<td>W9000</td>
<td></td>
</tr>
<tr>
<td>PAL30</td>
<td>PAL30</td>
<td>000000000036</td>
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I hereby certify that the Asset Schedule is extracted from UN Women's books and records, which has been audited by the United Nations Board of Audit for the year ended 31 December 2014.

![Signature]

Donna Grimsland
Chief of Accounts
30-Oct-15

Frankino Okumu
Asset Focal Point
30-Oct-15

Pierre-Henri Pingeon, Partner
KPMG SA, Geneva
17 December 2015

Henri Mwaniki, Senior Manager
KPMG SA, Geneva
17 December 2015

6,721.36
Annex 3: Audit finding priority ratings
The following categories of priorities are used:

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<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>High</td>
<td>Action is considered imperative to ensure that UNDP is not exposed to high risks. Failure to take action could result in major consequences and issues.</td>
</tr>
<tr>
<td>(Critical)</td>
<td></td>
</tr>
<tr>
<td>Medium</td>
<td>Action is considered necessary to avoid exposure to significant risks. Failure to take action could result in significant consequences.</td>
</tr>
<tr>
<td>(Important)</td>
<td></td>
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<tr>
<td>Low</td>
<td>Action is considered desirable and should result in enhanced control or better value for money. Low priority recommendations, if any, are dealt with by the auditors directly with the Office management, during the exit meeting and through a separate memo subsequent to the fieldwork. <strong>Therefore, low priority recommendations are not included in the audit report.</strong></td>
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