

UNITED NATIONS DEVELOPMENT PROGRAMME
Office of Audit and Investigations



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AUDIT

OF

UN WOMEN NIGERIA

SUB-REGIONAL STRATEGY NIGERIA
(Directly Implemented Project No. 78856)

Report No. 1705

Issue Date: 13 September 2016

**Report on the Audit of UN Women
Sub-Regional Strategy Nigeria (Project No. 78856)
Executive Summary**

The UNDP Office of Audit and Investigations (OAI), through Moore Stephens LLP (the audit firm), from 11 to 18 July 2016, conducted an audit of 'Sub-Regional Strategy Nigeria' (Project No. 78856) (the Project), which is directly implemented and managed by the UN Women Country Office in Nigeria (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 2015 and the Statement of Assets as of 31 December 2015. The audit did not include expenditures processed and approved outside of the country (such as UN Women Regional Centres 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 letters submitted by the audit firm, the results are summarized in the table below:

Project Expenditure*		Project Assets	
Amount (in \$ '000)	Opinion	Amount (in \$'000)	Opinion
75	Unqualified	33	Unqualified

* Expenditures recorded in the Project Trial Balance Report were \$677,102. Excluded from the audit scope were transactions that relate to expenditures processed and approved outside of the country of \$602,482.

The audit did not result in any recommendations.



Helge S. Osttveiten
Director
Office of Audit and Investigations

**UNITED NATIONS DEVELOPMENT PROGRAMME
(UNDP)**

FINAL AUDIT REPORT

Report of the Independent Auditor on the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) Directly Implemented (DIM) Project 00078856:
"Sub Regional Strategy Nigeria"

Project name:	"Sub Regional Strategy Nigeria"
Award ID:	000078856
Country Office:	Nigeria
Auditor:	Moore Stephens LLP
Period subject to audit:	1 January to 31 December 2015

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1. EXECUTIVE SUMMARY

Moore Stephens LLP conducted the financial audit of the "Sub Regional Strategy Nigeria", ID: 000078856 (the project), directly implemented by UN Women Nigeria for the year ended 31 December 2015. The audit was undertaken on behalf of UNDP's Office of Audit and Investigations (OAI).

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

Project Trial Balance - Statement of Expenditure	Unqualified
Statement of Fixed Assets	Unqualified

We have not raised any audit findings in relation to this assignment.



Mark Henderson
Partner

Moore Stephens LLP
150 Aldersgate Street
London EC1A 4AB
2 September 2016

2. THE AUDIT ENGAGEMENT

Audit Objectives and Scope

The objective of the financial audit was to express an opinion on the Directly Implemented (DIM) project's financial statements which include:

- Expressing an opinion on whether the financial expenses incurred by the project between 1 January and 31 December 2015 and the funds utilization as at 31 December 2015 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) certified by the UN Women Chief of Accounts is the mandatory and official Statement upon which the audit opinion is expressed. Other forms of Statement of expenses that may be prepared by a project office are not acceptable.
- 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 2015. This statement must include all assets available as at 31 December 2015 and not only those purchased in a given period. The Statement of Fixed Assets as at 31 December 2015, certified by the UN Women Chief of Accounts, is the mandatory and official Statement upon which the audit opinion is expressed. Other forms of Statement of Fixed Assets that may be prepared by a project office are not acceptable. Where a DIM project does not have any assets or equipment, an opinion is not expressed.

The scope of the audit relates only to transactions concluded and recorded against the UN Women DIM project between 1 January and 31 December 2015. 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 for which the supporting documentation is not retained at the level of the UN Women country office.

3. AUDIT OPINIONS

INDEPENDENT AUDITORS' REPORT

Certification for Project Trial Balance - Statement of Expenditures

REPORT OF THE INDEPENDENT AUDITORS TO THE OFFICE OF AUDIT AND INVESTIGATIONS (OAI), UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP) FOR UN WOMEN DIRECTLY IMPLEMENTED (DIM), PROJECT:

"Sub Regional Strategy - NIGERIA" IN NIGERIA (ID: 000078856)

We have audited the accompanying Project Trial Balance – Statement of Expenditures (PTB), "the Statement", of the UN Women Directly Implemented (DIM) project 000078856, "Sub Regional Strategy - Nigeria" for the period 1 January to 31 December 2015. The PTB expenditures totaling \$ 677,102 are comprised of audited expenditures of \$ 74,620 under the Directly Implemented Modality (DIM) and expenditures processed and approved outside the UN Women Country Office in Nigeria of \$ 602,482, which were excluded from the scope of our audit.

Management is responsible for the preparation of the Statement for the project "Sub Regional Strategy - NIGERIA" and for such internal controls as management determines are necessary to enable the preparation of a Statement that is free from material misstatement, whether due to fraud or error.

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 Statements are 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 controls relevant to management'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 controls. 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.

Unqualified Opinion

In our opinion, the attached Project Trial Balance – Statement of Expenditures of the UN Women project presents fairly, in all material respects, the expenditure of US\$ 74,620 incurred by the project "Sub Regional Strategy - NIGERIA" under the Directly Implemented Modality for the period from 1 January to 31 December 2015 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.

INDEPENDENT AUDITORS' REPORT

Certification for Statement of Assets

We have audited the accompanying Statement of Assets ("the statement") of the UN Women project number 78856, "Sub Regional Strategy Nigeria" as at 31 December 2015.

Management is responsible for the preparation of the Statement for the project "Sub Regional Strategy Nigeria" and for such internal controls as management determines are necessary to enable the preparation of a Statement that is free from material misstatement, whether due to fraud or error.

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 controls relevant to the project's preparation of the schedule 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 controls. 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.

Unqualified Opinion

In our opinion, the attached Statement of Assets presents fairly, in all material respects, the balance of inventory of the UN Women project "Sub Regional Strategy Nigeria" amounting to \$US 32,668 as at 31 December 2015 in accordance with UN Women accounting policies.



Mark Henderson
Partner

Moore Stephens LLP
150 Aldersgate Street
London EC1A 4AB

Date: 2 September 2016

4. MANAGEMENT LETTER

No findings have been raised in relation to this assignment.

**ANNEX I – PROJECT TRIAL BALANCE – STATEMENT OF
EXPENDITURES**



United Nations Entity for Gender Equality and the Empowerment of Women
 Extract of UN Women Total Balance as at the 31 December 2015.
 Expenditure by Project

Project	Account	Acc Desc	Donor Report Classification	Total Per GL	Total Per Asset Schedule	Difference
78856	18130	Communications & IT Equipments	Undepreciated Asset	31,807.31		
78856	18140	Furniture and Fixtures	Undepreciated Asset	29,898.13		
78856	18160	Vehicles	Undepreciated Asset			
78856	18170	Heavy Machinery/Equipment	Undepreciated Asset	5,065.14		
78856	18380	Security Equipment	Undepreciated Asset	2,472.46		
78856	18510	Accumulated Dep - STC	Undepreciated Asset	(19,372.27)		
78856	18640	Acc Dep - Furn & Fixtures	Undepreciated Asset	(17,153.79)		
78856	18660	Acc Dep - Vehicles	Undepreciated Asset			
78856	18670	Acc Dep Heavy Mac & Equip	Undepreciated Asset	(3,944.94)		
78856	18680	Acc Dep Security Equip	Undepreciated Asset	(1,949.34)		
			Total Undepreciated Assets	32,667.76	32,667.71	(0.05)
78856	61105	Salaries - NP Staff	Expenses	76,013.00		
78856	61205	Salaries - GS Staff	Expenses	82,200.02		
78856	61305	Salaries - IP Staff	Expenses	75,214.79		
78856	61310	Post Adjustment - IP Staff	Expenses	49,796.67		
78856	62105	Dependency Allowance-NP Staff	Expenses	471.86		
78856	62110	Contrib Jolivi Staff Pension-NP	Expenses	16,353.69		
78856	62115	Contrib to Med,SocIns-NP Staff	Expenses	5,512.46		
78856	62140	Annual Leave Expense - ND	Expenses	2,567.68		
78856	62205	Dependency Allow - GS Staff	Expenses	4,985.75		
78856	62210	Contrib to Jt Staff Pens Fd-GS	Expenses	16,543.68		
78856	62215	Contrib to Medical, social In	Expenses	6,470.33		
78856	62240	Annual Leave Expense - GS	Expenses	2,831.46		
78856	62305	Dependency Allowances-IP Staff	Expenses	5,838.04		
78856	62310	Contrib to Jt Staff Pens Fd-IP	Expenses	23,296.17		
78856	62315	Contrib to Medical, social In	Expenses	1,988.12		
78856	62320	Mobility, Hardship, Non removal	Expenses	19,750.00		
78856	62340	Annual Leave Expense - IP	Expenses	6,334.67		
78856	62330	Ed Gr Incl Trvl Allow-IP Stf	Expenses	44,236.75		
78856	62530	Contribution to EOS Benefits	Expenses	10,611.65		
78856	62535	Contribution to Security	Expenses	11,329.82		
78856	62540	Contribution to Training	Expenses	2,832.45		
78856	62545	Contribution to ICT	Expenses	11,329.81		
78856	62550	Contributions to MAIP	Expenses	566.47		
78856	62555	Contributions to UN FEA	Expenses	5,098.35		
78856	62560	Contributions to Appendix D	Expenses	849.71		
78856	64325	Recruitments - IP Staff	Expenses	2,000.00		
78856	65115	Contributions to ASHI Reserve	Expenses	22,659.57		
78856	65135	Payroll Mgt Cost Recovery A/LA	Expenses	1,483.50		
78856	66105	Overtime & Night Differential	Expenses	1,007.12		
78856	72405	Service Contracts-Individuals	Expenses	59,154.38		
78856	72410	MAIP Premium SC	Expenses	294.55		
78856	72415	Contribution to Security SC	Expenses	3,229.56		
78856	72440	Appendix D SC	Expenses	2,348.80		
78856	71605	Travel Tickets-International	Expenses			
78856	71610	Travel Tickets-Local	Expenses	3,400.72		
78856	71615	Daily Subsistence Allow-Intl	Expenses			
78856	71620	Daily Subsistence Allow-Local	Expenses	6,155.58		
78856	71625	Daily Substst Allow-Mtg Partic	Expenses	(349.11)		
78856	71635	Travel - Other	Expenses	4,403.63		
78856	72210	Machinery and Equipment	Expenses	815.08		
78856	72599	Other Materials and Goods	Expenses	363.20		
78856	72425	Mobile Telephone Charges	Expenses	2,433.96		
78856	72440	Connectivity Charges	Expenses			
78856	72505	Stationery & other Office Supp	Expenses	547.51		
78856	72510	Publications	Expenses	1,976.65		
78856	72705	Hospitality-Special Events	Expenses	5,753.49		
78856	72815	Inform Technology Supplies	Expenses	3,495.60		
78856	73120	Utilities	Expenses	5,483.60		
78856	73125	Common Services-Premises	Expenses			
78856	73405	Rental & Maint-Other Office Eq	Expenses			
78856	73410	Maint, Oper of Transport Equip	Expenses	167.87		
78856	73505	Reimb to UNDP for Supp Svs	Expenses	901.59		
78856	73520	Reimb UN Sys Entity Supp Svs	Expenses			
78856	74105	Management and Reporting Svs	Expenses	836.95		
78856	74205	Audio Visual Production	Expenses	12,198.84		
78856	74210	Printing and Publications	Expenses	17.57		
78856	74325	Contrib to CO Common Security	Expenses	14,342.42		
78856	74515	Claims and Adjustments	Expenses	2,470.38		
78856	74910	Gain/Loss Disposal Fixed Asset	Expenses	(948.85)		
78856	74965	Low value equipment	Expenses			
78856	75110	Facilities & Admin - Services	Expenses	7,139.29		
78856	75205	Learning Costs	Expenses	2,307.09		
78856	75206	Learning - ticket costs	Expenses	15,108.33		
78856	75708	Learning - subcontracts	Expenses	508.50		
78856	76125	Realized Loss	Expenses	24.39		
78856	76135	Realized Gain	Expenses	(14.12)		
78856	77630	Dep Exp Owned - ITC	Expenses	5,617.47		
78856	77640	Dep Exp Owned - EBF	Expenses	3,737.27		
78856	77660	Dep Exp Owned - Vehicle	Expenses	948.65		
78856	77670	Dep Exp-Key Mac & Equip	Expenses	1,133.03		
78856	77880	Dep Exp Security Equip	Expenses	5,144.45		
78856 Total				627,101.95		

I hereby certify that the Total balance 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 2015.

Donna Gilman
 Chief of Accounts

24 May 16

Mark Henderson
 Partner
 Moore Stephens LLP
 Date 2/19/16

ANNEX II – STATEMENT OF ASSETS



Asset Schedule by Project as at the 31 December 2015

Business Unit	Operating Unit	Asset ID	Profile ID	Description	Serial Number	Model	Location	Acquisition Date	In Service Date	NetBook Value	Quantity	Department	Agency	Donor	Project	Fund Code
LEB30	LEB	000000000060	UNW_SAFE1	A Desktop Computer	551V2S		LIBERIA	2/20/2012	2/20/2012	1,437.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000140	UNW_CT13	A Audioconferencing systems	000000000140	POLYCOM HDX8000	NGA30	2/27/2013	2/27/2013	30,273.00	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000141	UNW_CT13	A Televisions	802FHU80850	LG 42LM600-TA	NGA30	2/27/2013	2/27/2013	1,164.31	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000142	UNW_OFCE2	A Air conditioners	000000000142	212KACA00155	UP-28636GD	2/27/2013	2/27/2013	2,136.05	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000248	UNW_FURN9	A Chairs	000000000248		NGA30	8/19/2013	8/19/2013	1,511.47	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000250	UNW_FURN9	A Chairs	000000000250		NGA30	8/19/2013	8/19/2013	1,511.47	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000251	UNW_CT1	A Notebook computers	122	8MNRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000252	UNW_CT1	A Notebook Computer	124	FFQRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000253	UNW_CT1	A Notebook computers	127	56LRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000254	UNW_CT1	A Notebook computers	123	7FNRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000255	UNW_CT1	A Notebook computers	125	FFQRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000256	UNW_CT1	A Notebook computers	121	Z0PRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000257	UNW_CT1	A Notebook computers	126	Z0NRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000258	UNW_CT1	Dell Latitude	258	Z0NRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000259	UNW_CT1	A Notebook computers	120	C9QRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000260	UNW_CT1	A Notebook computers	123	B2SRHV1	NGA30	3/1/2013	3/1/2013	2,018.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000261	UNW_FURN10	A Furniture set	000000000261		NGA30	6/27/2013	6/27/2013	2,651.52	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000262	UNW_FURN10	A Furniture set	000000000262		NGA30	6/27/2013	6/27/2013	2,651.52	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000264	UNW_FURN10	A Furniture set	000000000264		NGA30	6/27/2013	6/27/2013	2,651.52	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000265	UNW_OFCE1	Power Cabinet	000000000273		NGA30	2/5/2012	2/5/2012	1,562.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000266	UNW_FURN2	A Book Shelves	134	UNW/NGA/FUR/024	NGA30	5/9/2012	5/9/2012	1,142.85	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000267	UNW_OFCE1	A Office Equipments	75250894803W		NGA30	4/17/2012	4/17/2012	1,965.59	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000268	UNW_FURN10	A Furniture set	130	UNW/NGA/FUR/007	NGA30	5/9/2012	5/9/2012	4,000.00	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000269	UNW_FURN10	A Furniture set	137	UNW/NGA/FUR/008	NGA30	5/9/2012	5/9/2012	9,529.81	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000270	UNW_FURN10	A Chairs	133	UNW/NGA/FUR/002	NGA30	5/9/2012	5/9/2012	2,666.67	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000271	UNW_FURN10	A Tables	132	UNW/NGA/FUR/002	NGA30	5/9/2012	5/9/2012	2,666.67	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000272	UNW_FURN10	A Tables	135	UNW/NGA/FUR/005	NGA30	5/9/2012	5/9/2012	1,887.50	1	93401	002001	00032	00078856	W0001
NGA30	NGA	000000000273	UNW_SAFE1	Motorola Vehicle Radio Equip	000000000271	308TJ-08157	NGA30	9/4/2012	9/4/2012	1,334.95	1	93401	002001	00032	00078856	W0001

32,667.71

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 2015.

Frankline Okumu
Asset Focal Point

25-Mar-15
Date

Mark Henderson
Partner
Moore Stephens LLP
Date 2/19/16

Donna Grimwade
Chief of Accounts

25-Mar-15
Date

ANNEX III – PRIORITIES OF AUDIT RECOMMENDATIONS

The audit observations are categorized according to the priority of the audit recommendations and the possible causes of the issues. The categorized audit observation provides a basis by which the UN Women country office management is to address the issues.

The following categories of priorities are used:

High (critical)	Action is considered imperative to ensure that UN Women is not exposed to high risks. Failure to take action could result in major consequences and issues.
Medium (important)	Action is considered necessary to avoid exposure to significant risks. Failure to take action could result in significant consequences.
Low	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. Therefore, low priority recommendations are not included in the audit report.