

## UNITED NATIONS ENTITY FOR GENDER EQUALITY AND THE EMPOWERMENT OF WOMEN (UN WOMEN)

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 82701:

Project name:	DRC AWP 2012-2018/ OEEF				
Award ID:	82701				
Country Office:	Democratic Republic of Congo				
Auditor:	Deloitte & Touche LLP				
Period subject to audit:	1 January to 31 December 2017				

**ISSUED 2 November 2018** 

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# Deloitte.

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## PART 1 EXECUTIVE SUMMARY

The audit was undertaken by Deloitte & Touche LLP (Deloitte) on behalf of the Internal Audit Services (IAS) of the Independent Evaluation and Internal Audit Services (IEAS) of the UN Women.

Deloitte & Touche LLP conducted the financial audit of UN Women Directly Implemented (DIM) Project 82701 "DRC AWP 2012–2018/ OEEF (the Project)" for the period from 1 January 2017 to 31 December 2017. The project is OEEF component as described in the AWP.

It essentially focused on:

- The Country Office's capacity development through payment of common premises, security, V-SAT, guard, clinic, staff training, staff salaries and others project management costs.
- Partnership with civil society, Government and private sectors to advance the gender agenda, equality and coordination.
- Demonstrate Resources mobilization and communication capacity to advance UN WOMEN mandate.

#### 1.1 Audit objectives

The objective of the financial audit was to express an opinion on the Project's financial position which includes:

- Expressing an opinion on whether the financial expenses incurred by the Project for the period 1 January 2017 to 31 December 2017, as well as the Fund Utilization statement, the accounts receivable and the accounts payable as at 31 December 2017 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 at the Financial Management Section of the Management and Administration Division at headquarters is the mandatory and official statement upon which the audit opinion is expressed.
- Expressing an opinion on whether the statement of fixed assets, presents fairly the balance of assets of the Project as at 31 December 2017 and not only those purchased in the given period. The statement of fixed assets as at 31 December 2017, certified by the UN Women Chief of Accounts at the Financial Management Section of the Management and Administration Division at the headquarters, is the mandatory and official statement upon which the audit opinion is expressed. Where a DIM project does not have any assets or equipment, an opinion is not expressed.
- As applicable, provide the progress made in implementing any recommendations raised in a previous audit report.

#### 1.2 Audit scope

The scope of the audit relates only to transactions concluded by the Country Office and recorded against the UN Women DIM Project between 1 January and 31 December 2017. The scope of the audit does not include:

- Activities and expenses incurred or undertaken at the level of responsible parties<sup>1</sup>, unless the inclusion of these expenses is specifically required in the request for proposal.
- 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.

Specifically, the audit covered the following:

- Expenses incurred and recorded in the Project Trial Balance (PTB) of UN Women project number 82701, directly implemented by UN Women Country Office in DRC for the period 1 January 2017 to 31 December 2017.
- Balances of the project-related accounts receivable (donor contributions, advances to responsible parties, etc.) and accounts payable (unliquidated commitment, etc.) as of 31 December 2017.
- Net book value and existence of the fixed assets held by UN Women project number 82701 as at 31 December 2017.

#### 1.3 Audit results

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

Statement of Expenditure	Unqualified
Statement of Assets and Equipment	Unqualified

As a result of our audit, no material findings were raised.

No audit was carried out in the prior year; therefore, no follow-up procedures were performed.  $^{\rm 2}$ 

<sup>&</sup>lt;sup>1</sup> "Responsible Parties" (RPs) in the context of UN Women implemented projects, refers to governmental, NGO or CSO entities who have received funding through the respective UN Women Country Office to undertake specific elements of the project's activities. These activities are governed by a Project Cooperation Agreement, or similar, Signed by the entity and UN Women, along with the associated budget. Expenditure incurred by these RPs is reported to the UN Women Country Office on a quarterly basis, where it is subject to review and approval prior to being recorded within the project's financial records. UN Women headquarters provide for such expenditure to be audited separately, with the individual projects and RPs selected on the basis of a risk assessment applied on a global level. While it is not certain that any or all of the RPs who reported expenditure on a project selected for a DIM audit will necessarily have been audited for the period under review, the provision for such audits, within the remit of the internal audit function of UN Women, means that the expenditure does not need to be included as part of the DIM project audit scope.

<sup>&</sup>lt;sup>2</sup> The project financial records may include items which are not directly posted by the Country Office, such as centrally managed payroll costs or year-end journals or allocations. Such transactions fall within the remit of UN Women's internal and external auditors, and are therefore not re-audited within the scope of the DIM project.

#### 1.4 Acknowledgment

We wish to express our appreciation for the courtesy and cooperation extended to our representatives during the course of their work.

2, November 2018

Deloitte Services SARL Kinshasa, DR Congo

Bob-David NZOIMBENGENE Partner Chartered Accountant



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## REPORT OF THE INDEPENDENT AUDITOR TO THE INDEPENDENT EVALUATION AND AUDIT SERVICES OF UN WOMEN FOR THE UN WOMEN DEMOCRATIC REPUBLIC OF CONGO DIRECTLY IMPLEMENTED (DIM) PROJECT:

#### "DRC AWP 2012-2018/ OEEF" (ID: 82701)

## PART 2: FINANCIAL AUDIT REPORTS WITH AUDIT OPINIONS

### 2.1 REPORT ON THE PROJECT TRIAL BALANCE

#### Opinion

We have audited the accompanying Project Trial Balance, ("the Statement") of UN WOMEN Project "DRC AWP 2012–2018/ OEEF" (Project number 82701) for the period from 1 January 2017 to 31 December 2017.

In our opinion, the accompanying Project Trial Balance presents fairly, in all material respects, the expenses of US\$ 967,955 directly incurred by the UN WOMEN Country Office in Democratic Republic of Congo (DRC) and charged to the Project for the period from 1 January 2017 to 31 December 2017 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 UN WOMEN regulations and rules, policies and procedures.
- (iv) Supported by properly approved vouchers and other supporting documents.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities are further described in the «Auditor's Responsibilities for the Audit of the Financial Statements section of our report».

We are independent of UN WOMEN in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management responsibilities

Management is responsible for the preparation of the Project's Trial Balance and for such internal control as management determines is necessary to enable the preparation of the Project Trial Balance that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibilities

Our objectives are to obtain reasonable assurance about whether the Project Trial Balance is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these documents.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the Project Trial Balance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 organization's internal control.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### 2, November 2018

**Deloitte Services SARL** Kinshasa, DR Congo

Bob-David NZOIMBENGENE Partner Chartered Accountant

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## 2.2 CERTIFICATION FOR STATEMENT OF FIXED ASSETS

#### Opinion

We have audited the accompanying Statement of Fixed Assets of the UN WOMEN project titled DRC AWP 2012-2018/ OEEF (Project number 82701) as at 31 December 2017.

In our opinion, the accompanying Statement of Fixed Assets presents fairly, in all material respects, the assets status of UN WOMEN project number 82701 amounting to US\$ 57,247 as at 31 December 2017 in accordance with UN WOMEN accounting policies.

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those provisions and standards are further described in the auditor's responsibilities for the audit of the Statement of Fixed Assets section of our report. We are independent of UN WOMEN in accordance with the International Ethics Standards Board of Accountants' Code of Ethics for Professional Accountants (IESBA Code), and we have fulfilled our other ethical responsibilities in accordance with this code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Responsibilities of Management for the Statement of Fixed Assets**

Management is responsible for preparation of the Project's Statement of Fixed Assets and for such internal control as management determines is necessary to enable the preparation of Statement of Fixed Assets that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibilities for the audit of Statement of Fixed Assets

Our objectives are to obtain reasonable assurance about whether the Statement of Fixed Assets is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these documents.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the statement of fixed assets, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 organization's internal control.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

2, November 2018

Deloitte Services SARL Kinshasa, DR Congo

Bob-David NZOIMBENGENE Partner Chartered Accountant

## **APPENDICES**

## **APPENDIX 1: PROJECT TRIAL BALANCE**



United Nations Entity for Gender Equality and the Empowerment of Women

Extract of UN Women Trial balance as at the 31 December 2017 Expenditure by Project

	Fund		Description	Expense Category	Total per GL (USD
	W0001		Communications & IT Equipments	Asset	32 551,46
	W0001		Vehicles	Asset	153 117,00
	W0001		Security Equipment	Asset	5 375,00
	W0001		Accumulated Dep - ITC	Asset	(18 229,57
	W0001		Acc Dep -Vehicles	Asset	(112 610,87
82701	W0001	18680	Acc Dep Security Equip	Asset	(2 956,25
				Net Book Value	57 246,77
82701	W0001	61105	Salaries - NP Staff	Employee benefits	175 614,76
	W0001		Salaries - GS Staff	Employee benefits	28 724,14
	W0001		Dependency Allowance-NP Staff	Employee benefits	3 687,10
	W0001		Contrib Joint Staff Pension-NP	Employee benefits	36 416,93
	W0001		Contrib to Med.SocIns-NP Staff	Employee benefits	13 001.68
	W0001		Annual Leave Expense - NO	Employee benefits	5 958.65
	W0001		Dependency Allow - GS Staff	Employee benefits	2 919,96
	W0001		Contrib to Jt Staff Pens Fd-GS	Employee benefits	5 646.24
	W0001		Contrib. to Medical, social In	Employee benefits	2 657.02
	W0001		Annual Leave Expense - GS	Employee benefits	344.86
	W0001		Personal Security Measures	Employee benefits	1 990.00
	W0001		Contribution to EOS Benefits	Employee benefits	7 662,64
	W0001		Contribution to Security	Employee benefits	8 173,52
	W0001		Contribution to Security	Employee benefits	2 043,35
	W0001		Contribution to ICT	Employee benefits	8 173.52
	W0001		Contributions to MAIP	Employee benefits	408,79
	W0001		Contribution to UN JFA	Employee benefits	3 678,14
			Contributions to Appendix D	Employee benefits	613,03
	W0001		Contributions to ASHI Reserve	Employee benefits	16 347,19
			Payroll Mgt Cost Recovery ATLA	Employee benefits	873,99
	W0001		Intl Consultants-Sht Term-Tech	Other Expenses	32 716,00
	W0001		Local ConsultSht Term-Tech	Other Expenses	43 794,00
	W0001		Service Contracts-Individuals	Other Expenses	130 936,1
	W0001		MAIP Premium SC	Other Expenses	571,69
	W0001		Contribution to Security SC	Other Expenses	6 287,30
	W0001		Appendix D SC	Other Expenses	4 572,70
	W0001		UN Volunteers-Stipend & Allow	Other Expenses	6 600,00
	W0001	71520	UNV-Language Allowance	Other Expenses	300,00
	W0001		UNV-Hazard Pay	Other Expenses	1 980,00
	W0001		UNV-Medical Insurance	Other Expenses	910,20
	W0001		UNV-Global Charges	Other Expenses	384,9
	W0001		UNV-Resettlement Allowance	Other Expenses	556,03
	W0001		UNV Development Effectiveness	Other Expenses	1 494,00
	W0001		Travel Tickets-International	Other Expenses	30 394,28
	W0001	71610	Travel Tickets-Local	Other Expenses	1 471,00
82701	W0001	71615	Daily Subsistence Allow-Intl	Other Expenses	7 436,21
	W0001		Daily Subsistence Allow-Local	Other Expenses	41 773,98
82701	W0001	71635	Travel - Other	Other Expenses	3 208,00
82701	W0001	72126	Svc Co-Security blast assessme	Other Expenses	10 258,00
82701	W0001	72205	Office Machinery	Other Expenses	1 327,64
82701	W0001	72220	Furniture	Other Expenses	6 217,80
82701	W0001	72370	Security related goods and mat	Other Expenses	900,00
	W0001		Acquisition of Communic Equip	Other Expenses	2 033,65
82701	W0001	72425	Mobile Telephone Charges	Other Expenses	14 691,10
82701	W0001	72445	Common Services-Communications	Other Expenses	337,20
82701	W0001	72505	Stationery & other Office Supp	Other Expenses	4 079,49
82701	W0001		Acquis of Computer Hardware	Other Expenses	300,0
	W0001		Inform Technology Supplies	Other Expenses	815,00
82701	W0001	73105		Other Expenses	1 500,00
	W0001		Rent - Meeting Rooms	Other Expenses	606,3
82701	W0001	73120	Utilities	Other Expenses	325,0
82701	W0001		Common Services-Premises	Other Expenses	107 814,6
	W0001		Leasing of Hardware	Other Expenses	1 550,0
	W0001		Rental & Maint-Other Office Eq	Other Expenses	360,0
	W0001		Maint, Oper of Transport Equip	Other Expenses	8 900.0
	W0001	73420	Leased Vehicles	Other Expenses	(2 619,0
	W0001		Reimb to UNDP for Supp Srvs	Other Expenses	88 894,4
	W0001		Audio Visual Productions	Other Expenses	4 398,2
	W0001		Printing and Publications	Other Expenses	4 218.6
	W0001		Other Media Costs	Other Expenses	138,8
	W0001		Contributions to JIU	Other Expenses	2 915,0
	W0001		Contrib.To CO Common Security	Other Expenses	18 526.75
	W0001		Insurance	Other Expenses	1 751,00
	W0001		Bank Charges	Other Expenses	2 558.03
	W0001		UNDP cost recovery chrgs-Bills	Other Expenses	7 287,84
	W0001		Land Transport	Other Expenses Other Expenses	7 287,84
	W0001		Learning costs	Other Expenses	2 020,00
	W0001		Learning costs Learning - training of counter	Other Expenses Other Expenses	2 020,00
	W0001				
CAR I GAR			Participation of counterparts	Other Expenses	390,0
	W0001		Realized Loss	Other Expenses	(1,9
	W0001		Realized Gain	Other Expenses	(89,9
	W0001	77630	Dep Exp Owned - ITC	Other Expenses	5 129,0
82701		and the second se			
82701 82701	W0001	77660	Dep Exp Owned -Vehicle	Other Expenses	
82701 82701		77660	Dep Exp Owned -Vehicle Dep Exp Security Equip Total Expenses	Other Expenses Other Expenses	19 697,3 1 075,0 967 954,7

I hereby certify that the above figures are based on UN Womens unaudited Trial Balance for the period ended 31 December 2017 as at the 5th of April 2018.

Donna Grimwade Chief of Accounts ~

05-avr-18

## **APPENDIX 2: STATEMENT OF FIXED ASSETS**

#### AM In Service Report: Project 82701

									As of Date:	31/12/2017	
Business	Operating							Acquisition	In Service		
unit	Unit	Asset ID	Description	TAG Number	Serial Number	Model	Location	Date	Date	Cost, USD	Net Book Value
COD30	COD	00000000000	COMPUTER DESKTOP	00000000000	417N-64180-0.45-196M	A DELL OPT	COD_22	24/08/2011	24/08/2011	1 181,46	(
COD30	COD	00000000025	TOYOTA LAND CRUISER HZ176L	000000000025	JTGEB73J5D9010363		COD_BKV	31/08/2012	31/08/2012	64 568,02	12 582,14
COD30	COD	00000000026	TOYOTA LAND CRUISER VDJ200L	000000000026	JTMDV09JB5027091		COD_KIN	31/08/2012	31/08/2012	47 950,02	9 699,57
COD30	COD	00000000029	DELL Optiplex 790	000000000029	9F0JVQ1		COD_22	30/11/2011	30/11/2011	1 450,00	C
COD30	COD	00000000030	DELL Optiplex 790	00000000030	GD58VQ1		COD_22	30/11/2011	30/11/2011	1 450,00	(
COD30	COD	00000000031	DELL Optiplex 790	00000000031	CZG9VQ1		COD_22	30/11/2011	30/11/2011	1 450,00	(
COD30	COD	00000000032	DELL OPTIPLEX MT 790 DESKTO	00000000032	JC0JVQ142085386073		COD_09	30/11/2011	30/11/2011	1 459,00	(
COD30	COD	00000000039	MOTO TVS APACHE- Motor Cycle	00000000039	81591		COD_BKV	13/03/2012	13/03/2012	1 950,00	282,30
COD30	COD	00000000040	LAPTOP DELL Latitude	000000000040	G107VY1		COD_06	19/12/2013	19/12/2013	1 550,00	258,33
COD30	COD	00000000047	TOYOTA LAND CRUISER	00000000047	JTEEB71J607022622		COD_KIN	16/05/2014	16/05/2014	38 648,96	17 942,00
COD30	COD	00000000048	LAPTOP DELL Latitude	00000000048	25392061297		COD 06	19/06/2014	19/06/2014	1 615,00	434,7
COD30	COD	00000000049	LAPTOP DELL Latitude	000000000049	37119140209		COD 04	19/06/2014	19/06/2014	1 615,00	434,7
COD30	COD	00000000062	LAPTOP DELL Latitude	00000000062	GWBTRY1		COD 16	13/10/2014	13/10/2014	1 535,00	522,33
COD30	COD	00000000091	DELL Latitude E7440	000000000091	JF85P12		COD 17	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000092	LAPTOP DELL Latitude E7440	000000000092	GC85P12		COD_14	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000093	LAPTOP DELL Latitude E7440	00000000093	7M85P12		COD 07	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000094	LAPTOP DELL Latitude E7440	00000000094	JZK1Q12		COD 03	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000097	LAPTOP DELL Latitude E7440	00000000097	54B5P12		COD 13	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	80000000098	LAPTOP DELL Latitude E7440	860000000008	7K85P12		COD 08	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000099	LAPTOP DELL Latitude E7440	00000000099	FL85P12		COD 06	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000100	LAPTOP DELL Latitude E7440	000000000100	5985P12		COD_12	09/02/2015	09/02/2015	1 065,00	439,93
COD30	COD	00000000116	THURAYA MOBILE XT	000000000115	052702134	XT	COD 14	20/04/2015	20/04/2015	1 075,00	483,75
COD30	COD	000000000117	THURAYA MOBILE XT	000000000117	052702126	XT	COD_16	20/04/2015	20/04/2015	1 075,00	483,75
COD30	COD	00000000118	THURAYA MOBILE XT	000000000118	052702118	XT	COD 01	20/04/2015	20/04/2015	1 075,00	483,75
COD30	COD	000000000119	THURAYA MOBILE XT	000000000119	052702100	XT	COD 06	20/04/2015	20/04/2015	1 075,00	483,75
COD30	COD	00000000120	THURAYA MOBILE XT	00000000120	052702092	XT	COD 05	20/04/2015	20/04/2015	1 075,00	483,75
COD30	COD	00000000461	DELL LATITUde E5470 NOTEBOOK	000000000461	CTW6SF2		COD_06	23/03/2017	23/03/2017	1 125,00	937,5
COD30	COD	00000000462	DELL LATITUde E5470 NOTEBOOK	00000000462	99Q6SF2		COD 06	23/03/2017	23/03/2017	1 125,00	937,5
COD30	COD	00000000463	A Computer printers	000000000463	CNDTJDH184		COD_KIN	23/03/2017	23/03/2017	2 188,00	1 884,11
COD30	COD	00000000466	DELL LATITUde E5470 NOTEBOOK	000000000466	7CQ65F2		COD 06		23/03/2017		
COD30	COD	00000000472	DELL LATITUde E5470 NOTEBOOK		5FQ65F2		COD 06		23/03/2017		8 0.850.57
COD30	COD	00000000484		00000000484	CNDTJDH17C		COD KIN		23/03/2017		State of the second sec
COD30	COD	00000000551	A THE REAL PROPERTY OF A DECEMBER OF A DE	00000000551	4TM7K72		COD 02		05/06/2017		
		10.00000000000000000000000000000000000			And a second distance of			0.7407.7407.750		191 043,46	

I hereby certify that this list details the assets per this project.

Donna Grimwade Chief of Accounts

Date: 5 April 2018