

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 81114

Project name:	Promoting Women's Participation
Award ID:	81114
Country Office:	South Sudan
Auditor:	Deloitte & Touche LLP
Period subject to audit:	1 January to 31 December 2015

ISSUED 17 November 2018

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PART 1: EXECUTIVE SUMMARY

1.1 The audit engagement

Deloitte Haskins & Sells LLP (DHS) through Deloitte East Africa, Certified Public Accountants (Kenya) conducted a financial audit of Promoting Women's Participation (Project number 81114) ('the Project'), directly implemented by UN Women South Sudan ('the Country Office') for the year ended 31 December 2015. The audit was undertaken on behalf of UN Women Independent Evaluation and Audit Services (IEAS).

We have issued audit opinions as summarised in Section 1.4 below.

1.2 Audit objectives

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

- Expressing an opinion on whether the financial expenses incurred by the Project between 1 January and 31 December 2015, and the fund 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 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 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 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. Where a DIM project does not have any assets or equipment, an opinion is not expressed.
- As may be applicable, provide progress made in implementing any recommendations raised in the previous audit report.

Partners: A.N. Muraya F.O.Aloo B.W. Irungu I. Karim D.M. Mbogho R. Mwaura J. Nyang'aya F. Okwiri F.O Omondi F. Muchena

1.3 Audit scope

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 does not include:

- Activities and expenses incurred or undertaken at the level of responsible parties¹, 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 expenses initiated at other UN Women Regional or Country Offices and UN Women headquarters for which the supporting documentation is not retained at the level of the UN Women Country Office ².

Specifically the audit covered the following:

- a) The expenses incurred and recorded in the Project Trial Balance (PTB) during the year 2015.
- b) The net book value and existence of the fixed assets held by the project as at 31 December 2015.

1.4 Audit results

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

Project Trial Balance - statement of expenditures Unqualified

Statement of Fixed Assets Unqualified

As a result of our audit, the findings were as follows:

- Failure to comply with procurement guidelines (Refer to finding 3.1.1).
- Failure to comply with financing agreement guidelines (*Refer to finding 3.1.2*).

The project was not audited in the prior year.

Acknowledgement

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

Certified Public Accountants (Kenya)

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Nairobi, Kenya

17 November 2018

¹ 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 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. 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.

² 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.

Deloitte.

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REPORT OF THE INDEPENDENT AUDITOR
TO THE INDEPENDENT EVALUATION AND AUDIT SERVICES OF
UN WOMEN
FOR THE UN WOMEN SOUTH SUDAN DIRECTLY IMPLEMENTED

"PROMOTING WOMEN'S PARTICIPATION IN SOUTH SUDAN"
(ID: 81114)

(DIM) PROJECT:

PART 2: FINANCIAL AUDIT REPORTS WITH AUDIT OPINIONS

2.1 REPORT ON THE PROJECT TRIAL BALANCE

We have audited the accompanying Project Trial Balance (PTB) - statement of expenditures of the UN Women South Sudan directly implemented project number 81114, "Promoting Women's Participation", for the period 1 January to 31 December 2015.

The Project Trial Balance expenditure totalling US\$ 1,954,571.65 is comprised of expenditure directly incurred by the UN Women Country Office in South Sudan in the amount of US\$ 1,390,822.21 and expenditure incurred by entities other than the Country Office for an amount of US\$ 563,749.44³. Our audit only covered the expenditure directly incurred by the UN Women Country Office in South Sudan of US\$ 1,390,822.21.

Opinion

In our opinion, the accompanying project trial balance presents fairly in all material respects, the expenses of US\$ 1,390,822.21 directly incurred by the UN Women Country Office in South Sudan and charged to the Project for the period 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 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 under those provisions and standards are further described in the Auditor's Responsibilities for the Audit of the Project Trial Balance section of our report.

³ Expenditure incurred by other entities other than the Country Office of US\$ 563,749.44 relates to expenditure incurred by partners of US\$ 240,339.07 and expenditure processed at UN Women headquarters relating to payroll and depreciation of US\$ 323,410.37.

2.1 REPORT ON THE PROJECT TRIAL BALANCE (Continued)

Basis for opinion (Continued)

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 preparation of the Project 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.

Certified Public Accountants (Kenya)

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Nairobi, Kenya

17 November 2018



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2.2 CERTIFICATION FOR STATEMENT OF FIXED ASSETS

We have audited the accompanying Statement of Fixed Assets of the UN Women project number 81114, Promoting Women's Participation directly implemented by UN Women Country Office in South Sudan as at 31 December 2015.

Opinion

In our opinion, the accompanying statement of fixed assets presents fairly, in all material respects, the asset status of UN Women project 81114 amounting to US\$ 105,845.04 as at 31 December 2015 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. 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 a 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.

2.2 CERTIFICATION FOR STATEMENT OF FIXED ASSETS (Continued)

• 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.

Certified Public Accountants (Kenya)

Deloite & 100che

Nairobi, Kenya

17 November 2018

PART 3: MANAGEMENT LETTER

3.1 Results of the Audit

3.1.1 Failure to comply with procurement guidelines

UN Women Contract and Procurement Management Programme and Operations Manual Section 6.2 (solicitation methods) requires that for goods, works and services with a value above US\$ 5,000 and below US\$ 50,000, requests for quotation should be sent to at least five bidders indicating the specifications or terms of reference.

UN Women Country Office in South Sudan requested for quotation the procurement of goods and services with a total value of US\$ 79,550 as detailed below:

Nature of procurement	Quotations required	Quotations requested	Amount (US\$)
Procurement of loading, transportation and offloading of guard bikes from Juba to Western Equatoria and other states.	5	4	40,000
Procurement of security services	5	1	24,955
Procurement of air tickets for 20 South Sudan delegates from Juba to Nairobi and back for the peace mediation training	5	-	14,595
Total			79,550

The UN Women South Sudan Country Office indicated that the instances of non-compliance with UN Women procurement policy and guidelines were an oversight by management.

Non-compliance with the procurement policy may result in UN Women's failure to realise value for money.

Priority

Medium

Recommendation

Management to implement appropriate controls that would ensure compliance with the procurement policies, including the requirement for public advertisement of the procurement notice when at least five bidders are not available for procurements between US \$5,000 and US\$ 50,000.

Management comments and action plan

UN Women has a practice of requesting quotes from five bidders for contracts with a value of US\$ 5,000 and above. However, given the small market in Juba, often five bids were not received. In 2015, the Country Office did not file the proof of sending bid letters to five bidders for such procurement and only kept the one it received. This issue was rectified in 2017 when management reviewed other audit comments and, since then, the Country Office has been filing all bid requests sent to vendors.

It is not clear from the audit report what kind of security services and which vendor was used. The UN in South Sudan has an LTA with some security services and therefore only one quote was requested when the security related service or security equipment was purchased from them.

Similarly, there is an LTA with a travel agency in South Sudan for UN agencies and most of the time air tickets are purchased from this agency. As an LTA was used, there was no need to obtain five quotes.

Auditor's final comment

The procurement of the security and travel services was not conducted using the LTA and therefore there was a requirement to obtain five quotes.

3.1.2 Failure to comply with financing agreement guidelines

The financing agreement between UN Women and the Ministry of Education did not have an Anti-Terrorism clause as per article 13 of the funding agreement.

The article requires that this provision must be included in all subsidiary agreements entered into for the purposes of implementing the UN Women South Sudan Strategic plan 2014–2016.

Management did not give any justifiable reason for the non-compliance.

Priority

Medium

Recommendation

The Representative of UN Women Country Office in South Sudan should ensure that the financing agreement guidelines are adhered to.

Management comments and action plan

The audit recommendation is duly noted and UN Women Country Office will comply with this requirement.

REPORT ON THE FINANCIAL AUDIT OF THE UN WOMEN SOUTH SUDAN DIRECTLY IMPLEMENTED PROJECT PROMOTING WOMEN'S PARTICIPATION IN SOUTH SUDAN (PROJECT NUMBER 81114), FOR THE PERIOD 1 JANUARY TO 31 DECEMBER 2015
APPENDICES

APPENDIX I PROJECT TRIAL BALANCE FOR THE YEAR ENDED 31 DECEMBER 2015



Extract of UN Women Trial balance as at the 31 December 2015 Expenditure by Project

oject	Fund	Account	Description	Expense Category	Total per GL	Total per Asset Schedule	Difference
81114	W3000	18130	Communications & IT Equipments	Asset	57,495.00		
81114	W3000	18140	Furnitures and Fixtures	Asset	8,309.88		
81114	W3000	18160	Vehicles	Asset	69,810.40		
81114	W3000	18170	Heavy Machinery/Equipment	Asset	18,087.10		
81114	W3000	18630	Accumulated Dep - ITC	Asset	(13,002.84)		
81114	W3000	18640	Acc Dep - Furn & Fixtures	Asset	(1,724.29)		
81114	W3000	18660	Acc Dep -Vehicles	Asset	(27,425.52)		
81114	W3000	18670	Acc Dep Heavy Mac & Equip	Asset	(5,108.90)		
				Net Book Value	106,440.83	105,845.04	595.79

*Difference due to timing difference i.e. the transfer from Project id 94751 to 81114 was processed on 11 Feb 2016 in the AM module and the depreciation was posted in the GL on 5 Feb 2016 under Project id 94751

81114 W3000	63340 Proc trips/Rest & Recup-IP Stf	Employee benefits	1,777.00
81114 W3000	71205 Intl Consultants-Sht Term-Tech	Other Expenses	242,655.00
81114 W3000	71305 Local ConsultSht Term-Tech	Other Expenses	55,590.84
81114 W3000	71405 Service Contracts-Individuals	Other Expenses	5,548.39
81114 W3000	71605 Travel Tickets-International	Other Expenses	18,435.14
81114 W3000	71610 Travel Tickets-Local	Other Expenses	2,115.57
81114 W3000	71615 Daily Subsistence Allow-Intl	Other Expenses	70,814.97
81114 W3000	71620 Daily Subsistence Allow-Local	Other Expenses	(503.23)
81114 W3000	71625 Daily Subsist Allow-Mtg Partic	Other Expenses	104,728.88
81114 W3000	71635 Travel - Other	Other Expenses	58,229.99
81114 W3000	71810 Contractual Svcs-indiv ImpPtnr	Other Expenses	72,883.11
81114 W3000	72105 Svc Co-Construction & Engineer	Other Expenses	223,141.60
81114 W3000	72205 Office Machinery	Other Expenses	(2,419.35)
81114 W3000	72210 Machinery and Equipment	Other Expenses	67,000.00
81114 W3000	72215 Transporation Equipment	Other Expenses	9,092.00
81114 W3000	72220 Furniture	Other Expenses	60,995.54
81114 W3000	72315 Food & Textile Products	Other Expenses	10,451.62
81114 W3000	72401 Prefab structure/other buildin	Other Expenses	80,986.50
81114 W3000	72415 Courier Charges	Other Expenses	17,419.35
81114 W3000	72425 Mobile Telephone Charges	Other Expenses	(1,377.42)
81114 W3000	72440 Connectivity Charges	Other Expenses	135.27
81114 W3000	72505 Stationery & other Office Supp	Other Expenses	154,376.57
81114 W3000	72510 Publications	Other Expenses	33,193.55
81114 W3000	72520 Electronic Media	Other Expenses	8,277.10
81114 W3000	72705 Hospitality-Special Events	Other Expenses	(3,270.33)
81114 W3000	73104 Leased Building	Other Expenses	160,000.00
81114 W3000	73105 Rent	Other Expenses	483.87
81114 W3000	73107 Rent - Meeting Rooms	Other Expenses	379.50
81114 W3000	73115 Moving Expenses	Other Expenses	252.00
81114 W3000	73120 Utilities	Other Expenses	40,870.40
81114 W3000	73125 Common Services-Premises	Other Expenses	26,599.04
81114 W3000	73406 Maintenance of Equipment	Other Expenses	36,841.95
81114 W3000	73420 Leased Vehicles	Other Expenses	101.20
81114 W3000	74210 Printing and Publications	Other Expenses	7,655.00
81114 W3000	74510 Bank Charges	Other Expenses	(10.00)
81114 W3000	74520 Storage	Other Expenses	27,881.13
81114 W3000	74525 Sundry	Other Expenses	9,332.42
81114 W3000	74910 Gain/Loss Disposal Fixed Asset	Other Expenses	1,399.92
81114 W3000	74965 Low value equipment	Other Expenses	42,895.00
81114 W3000	75115 Facilities & Admin - OH & Ind	Other Expenses	214,758.07
81114 W3000	75705 Learning costs	Other Expenses	80,255.01
81114 W3000	76125 Realized Loss	Other Expenses	(3,039.65)
81114 W3000	76135 Realized Gain	Other Expenses	(200.01)
81114 W3000	77630 Dep Exp Owned - ITC	Other Expenses	3,210.08
81114 W3000	77640 Dep Exp Owned - F&F	Other Expenses	1,038.74
81114 W3000	77660 Dep Exp Owned -Vehicle	Other Expenses	9,972.90
81114 W3000	77670 Dep Exp-Hvy Mac & Equip	Other Expenses	3,617.42
	Total Expenses		1,954,571.65
	Project Total		2,061,012.48
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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 at Accounts

APPENDIX II STATEMENT OF FIXED ASSETS AS AT 31 DECEMBER 2015

AM In Service Report: Project 81114

As of Date: 12/31/2015

Business	Operatin								Acquisition	In Service		Net Book
unit	g Unit	Asset ID	Profile ID	Description	TAG Number	Serial Number	Model	Location	Date	Date	Cost,USD	Value
SSD30	SSD	00000000383	UNW_FURN1	Wooden office Desks	00000000562	N/A		S.SUDAN-12	8/22/2012	12/31/2012	1,213.11	745.54
SSD30	SSD	000000000391	UNW_ICT1	Lenovo T530 Laptop	000000000740	R9T9X2N		S.SUDAN-02	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	000000000392	UNW_ICT1	Lenovo T530 Laptop	00000000741	R9YYE0A		S.SUDAN-02	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	00000000393	UNW_ICT4	HP LASERJET 600 M602I	01000000000742	X13-12056(1)		S.SUDAN-02	4/30/2013	4/30/2013	1,300.00	633.74
SSD30	SSD	000000000394	UNW_ICT4	HP LASERJET 600 M602I	01000000000743	X13-12056(2)		S.SUDAN-02	4/30/2013	4/30/2013	1,300.00	633.74
SSD30	SSD	00000000395	UNW_ICT1	Lenovo T530 Laptop	000000000805	R9T9X0A		S.SUDAN-06	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	000000000396	UNW_ICT1	Lenovo T530 Laptop	000000000809	R9T9X1H		S.SUDAN-06	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	000000000397	UNW_ICT1	Lenovo T530 Laptop	000000000812	R9YYE0C		S.SUDAN-06	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	00000000398	UNW_ICT1	Lenovo T530 Laptop	00000000813	R9T9X3T		S.SUDAN-06	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	00000000399	UNW_ICT1	Lenovo T530 Laptop	000000000815	R9T9X01		S.SUDAN-05	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	000000000400	UNW_ICT1	Lenovo T530 Laptop	00000000816	R9T9WZY		S.SUDAN-02	4/30/2013	4/30/2013	1,500.00	562.5
SSD30	SSD	000000000406	UNW_MTRV4	Toyota Land Cruiser Pi	cl UN16/ 5RSS	JTELB71J5071046	510	S.SUDAN-15	7/18/2013	7/18/2013	42,287.10	25,674.31
SSD30	SSD	000000000407	UNW_MTRV4	Toyota Land Cruiser Ha	ar UN16/ 4RSS	JTEEB71J2070190	068	S.SUDAN-15	7/18/2013	7/18/2013	27,523.30	16,710.57
SSD30	SSD	000000000799	UNW_OFCE2	5000 ltr Water Tank	00000000799	N/A		SSD30	7/25/2014	7/25/2014	5,645.16	3,951.61
SSD30	SSD	00800000000	UNW_OFCE1	Events Tent	00000000800	N/A		SSD30	8/25/2014	8/25/2014	1,950.00	1,397.50
SSD30	SSD	000000000801	UNW_OFCE1	Events Tent	000000000801	N/A		SSD30	8/25/2014	8/25/2014	1,950.00	1,397.50
SSD30	SSD	000000000802	UNW_OFCE1	Events Tent	000000000802	N/A		SSD30	8/25/2014	8/25/2014	1,950.00	1,397.50
SSD30	SSD	00000000803	UNW_FURN7	Wooden Conferencing	t 00000000803	N/A		SSD30	8/21/2014	8/31/2014	7,096.77	5,840.05
SSD30	SSD	000000000804	UNW_OFCE2	A Tanks Containers Sto	r; 000000000804	N/A		SSD30	9/30/2014	9/30/2014	6,591.94	4,834.09
SSD30	SSD	000000000894	UNW_ICT14	Cisco MX300 Teleprese	n 000000000894	ETT181601JV		SSD30	5/7/2015	5/7/2015	42,895.00	38,128.89
											153,702.38	105,845.04

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

Donna Grimwade Chief of Accounts

Date: 5 April 2018