

**United Nations Entity for Gender Equality and
the Empowerment of Women
(UN Women)**

**Report of the Independent Auditor on the
United Nations Entity for Gender Equality and the Empowerment of Women
(UN Women)
Directly Implemented (DIM) Project 99884:
“Empowerment, Access & Protection in Crisis Response (LEAP)”**

10 June 2018

Talal Abu – Ghazaleh & Co.
"Certified Public Accountants"



TABLE OF CONTENTS

1. PART I - Executive Summary	1
1.1. Executive Summary.....	1
1.2. Audit Objectives.....	2
1.3. Scope of Audit:.....	3
2. PART II - Financial Audit Reports	4
2.1. Independent Auditor's Report on Project Trial Balance.....	4-5
2.2. Project Trial Balance Statement.....	6-7
2.3. Independent Auditor's Report on the Statement of Fixed Assets	8-9
2.4. Statement of Fixed Assets.....	10
3. PART III - Management letter	11
3.1. Current year audit findings and recommendations	11

1. PART I – EXECUTIVE SUMMARY

1.1. Executive Summary:

This report represents the results of the financial audit conducted by Talal Abu – Ghazaleh & Co. of the UN Women project 99884, “Empowerment, Access & Protection in Crisis Response (LEAP)” (the project), directly implemented by UN Women Country Office in Jordan for the year ended 31 December 2017.

The audit was undertaken on behalf of UN Women Internal Audit Service (IAS) of the Independent Evaluation and Audit Services (IEAS).

– **Audit opinions:**

- An unmodified audit opinion was issued on the project trial balance (statement of expenditures).
- An unmodified audit opinion was issued on statement of fixed assets.

– **Audit findings:**

No findings have been identified as a result of our audit.

Sincerely yours,

Jamal Milhem, CPA
Certified Accountant License # (100/98)



Talal Abu – Ghazaleh & Co.
License No. 251/1997

Ramallah - Palestine, 10 June 2018



1.2. Audit Objectives

- A. The objective of the financial audit was to express an opinion on the directly implemented (DIM) project's financial statements which include:
- 1) Expressing an opinion on whether the financial expenses incurred by the project for the period from 1 January to 31 December 2017 and the funds utilization 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, 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.
 - 2) 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 2017. This statement should include all assets available as at 31 December 2017 and not only those purchased in the period under audit. 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.

The financial audit was conducted in accordance with the International Standards on Auditing (ISAs).

1.3. Scope of Audit:

The scope of the audit relates only to transactions concluded by the Country Office in Jordan and recorded against the UN Women DIM project for the period from 1 January to 31 December 2017.

The scope of the audit did not include:

- Activities and expenses incurred or undertaken at the level of “responsible parties”¹; and
- Expenses processed and approved in locations outside the country such as expenditures initiated at UN Women Regional Offices and at UN Women Headquarters, where the supporting documentation is not retained at the level of the UN Women country office².

¹ Responsible Parties (RPs), in the context of UN Women directly implemented projects, refer to governmental, non-governmental organization (NGO) or civil society organization (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 in the project’s financial records.

² 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 the internal and external auditors and are therefore not re-audited within the scope of the DIM project audit.

2. PART II – FINANCIAL AUDIT REPORTS

2.1. Independent auditor's report

Report of the independent auditor

The UN Women Jordan directly implemented (DIM) project “Empowerment, Access & Protection in Crisis Response (LEAP)” (ID: 99884)

We have audited the accompanying Project Trial Balance (PTB) – Statement of Expenditures of the UN Women Country Office in Jordan directly implemented (DIM) project 99884, “Empowerment, Access & Protection in Crisis Response (LEAP)”, for the year ended 31 December 2017.

Unmodified Opinion

In our opinion, the accompanying project trial balance – statement of expenditures of the project presents fairly, in all material respects, the expenses of US\$ 991,864.01 directly incurred by the Country Office in Jordan and charged to the project ID 99884 for the period from 1 January to 31 December 2017 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.

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 this report. We are independent of UN Women in accordance with the International Ethics Standards Board for Accountants (IESBA) Code of Ethics for Professional Accountants, 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 UN Women

Management is responsible for the preparation and fair presentation of the project trial balance for the project “Empowerment, Access & Protection in Crisis Response (LEAP)” and for such internal control as management determines is necessary to enable the preparation of a project trial balance that is free from material misstatement, whether due to fraud or error.

Auditor’s responsibilities for the audit of the project trial balance

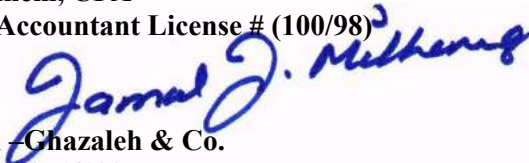
Our objectives are to obtain reasonable assurance about whether the project trial balance is free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit 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 skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the reported project expenditure, 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.

Jamal Milhem, CPA
Certified Accountant License # (100/98)



Talal Abu-Ghazaleh & Co.
License No. 251/1997

Ramallah - Palestine, 10 June 2018



2.2 Project Trial Balance Statement

Project trial balance of Project ID: 99884 for the year ended 31 December 2017.



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

Expenditure by Project

<u>Project</u>	<u>Account</u>	<u>Description</u>	<u>2017 Total Expenses</u>
99884	61105	Salaries - NP Staff	31,758.32
	61205	Salaries - GS Staff	11,700.08
	61305	Salaries - IP Staff	1,412.28
	61310	Post Adjustment - IP Staff	514.07
	62105	Dependency Allowance-NP Staff	1,897.66
	62110	Contrib Joint Staff Pension-NP	6,431.00
	62115	Contrib to Med,SocIns-NP Staff	2,015.73
	62140	Annual Leave Expense - NO	1,079.93
	62210	Contrib to Jt Staff Pens Fd-GS	2,297.59
	62215	Contrib. to Medical, social In	416.70
	62240	Annual Leave Expense - GS	186.22
	62310	Contrib to Jt Staff Pens Fd-IP	454.33
	62315	Contrib. to medical, social in	32.47
	62320	Mobility, Hardship, Non-remova	194.35
	63530	Contribution to EOS Benefits	1,701.97
	63535	Contribution to Security	1,815.38
	63540	Contribution to Training	453.84
	63545	Contribution to ICT	1,815.38
	63550	Contributions to MAIP	90.80
	63555	Contribution to UN JFA	816.88
	63560	Contributions to Appendix D	136.16
	65115	Contributions to ASHI Reserve	3,630.81
	65135	Payroll Mgt Cost Recovery ATLA	550.91
	71205	Intl Consultants-Sht Term-Tech	44,224.20
	71305	Local Consult.-Sht Term-Tech	4,203.48
	71405	Service Contracts-Individuals	33,789.17
	71410	MAIP Premium SC	324.93
	71415	Contribution to Security SC	1,631.92
	71440	Appendix D SC	1,186.78
	71605	Travel Tickets-International	1,829.10
	71615	Daily Subsistence Allow-Intl	10,710.00
	71620	Daily Subsistence Allow-Local	15,165.72
	71635	Travel - Other	249.43
	72105	Svc Co-Construction & Engineer	131,758.00
	72120	Svc Co-Trade and Business Serv	14,000.00
	72130	Svc Co-Transportation Services	2,648.31
	72135	Svc Co-Communications Service	60.00
	72170	Svc Co-Humanitarian Aid & Relf	461,676.87
	72205	Office Machinery	9,066.42

72311 Fuel, petroleum and other oils	3,522.27
72399 Other Materials and Goods	28,143.98
72402 Building Maintenance	10,324.66
72405 Acquisition of Communic Equip	783.90
72415 Courier Charges	924.00
72420 Land Telephone Charges	306.66
72425 Mobile Telephone Charges	820.78
72445 Common Services-Communications	4,802.26
72505 Stationery & other Office Supp	6,211.14
72715 Hospitality Catering	28,515.24
72815 Inform Technology Supplies	1,974.58
73104 Leased Building	9,886.98
73120 Utilities	5,886.85
73125 Common Services-Premises	6,214.68
73405 Rental & Maint-Other Office Eq	81.57
73410 Maint, Oper of Transport Equip	715.67
73420 Leased Vehicles	1,014.08
73510 Reimb to UN for Supp Srvs	3,642.00
74110 Audit Fees	3,786.00
74205 Audio Visual Productions	1,960.00
74210 Printing and Publications	7,464.95
74215 Promotional Materials and Dist	4,894.07
75105 Facilities & Admin - Implement	914.79
75705 Learning costs	29,103.45
75709 Learning - training of counter	19,722.22
76135 Realized Gain	(38.38)
77396 PAYROLL MGT COST RECOVERY	304.38
77660 Dep Exp Owned -Vehicle	6,054.04
Total Expenses	991,864.01

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


Donna Grimwade
Chief of Accounts

5-Apr-18



2.3 Independent auditor's report on the Statement of Fixed Assets

Report of the independent auditor on the Statement of Fixed Assets of the UN Women directly implemented (DIM) project ID 99884:

The UN Women Jordan directly implemented (DIM) project “Empowerment, Access & Protection in Crisis Response (LEAP)” (ID: 99884)

We have audited the accompanying statement of fixed assets of the UN Women project ID 99884, “Empowerment, Access & Protection in Crisis Response (LEAP)”, as at 31 December 2017.

Unmodified Opinion

In our opinion, the accompanying statement of fixed assets presents fairly, in all material respects, the balance of assets of the UN Women project “Empowerment, Access & Protection in Crisis Response (LEAP)” amounting to US\$ 78,702.31 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 section of this report. We are independent of UN Women in accordance with the International Ethics Standards Board for Accountants (IESBA) Code of Ethics for Professional Accountants 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 statement of fixed assets of the project, and for such internal control as management determines is necessary to enable the preparation of the statement of fixed assets that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the audit

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 the statement of fixed assets.

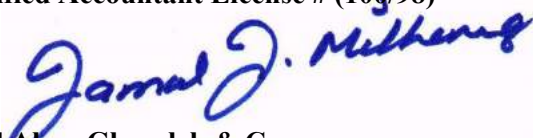
As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- 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.

Jamal Milhem, CPA

Certified Accountant License # (100/98)



Talal Abu -Ghazaleh & Co.

License No. 251/1997

Ramallah – Palestine, 10 June 2018



2.4 Statement of Fixed Assets

“Empowerment, Access & Protection in Crisis Response (LEAP)”

Project ID 99884

as at 31 December 2017

AM In Service Report: Project 99884

As of Date: 31/12/2017

Business unit	Operating Unit	Asset ID	Description	TAG Number	Serial Number	Model	Location	Acquisition Date	In Service Date	Cost,USD	Net Book Value
JOR30	JOR	000000000951	Office caravan 63 - Azraq	000000000951	N/A		JOR30	26/07/2017	26/07/2017	4,819.92	4,475.64
JOR30	JOR	000000000953	Caravan 124 - Azraq	000000000953	N/A		JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000954	Caravan 124 - Azraq	000000000954	N/A		JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000955	Caravan 124 - Azraq	000000000955	N/A		JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000956	Caravan 124 - Azraq	000000000956	N/A		JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000957	Caravan 124 - Azraq	000000000957	N/A		JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000958	Caravan 124 - Azraq	000000000958			JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
JOR30	JOR	000000000959	Caravan 124 - Azraq	000000000959			JOR30	26/07/2017	26/07/2017	11,419.49	10,603.81
										84,756.35	78,702.31

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


Donna Grimwade
Chief of Accounts

Date: 5 April 2018

3. PART III: MANAGEMENT LETTER

3.1 Current year audit findings and recommendations:

No findings have been identified as a result of our audit.