



Division of Management and Administration

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DMA is at the forefront of supporting operations throughout UN Women as well as providing assurance in UN Women's ability to act as an effective steward of resources.

DMA delivers integrated global advisory and oversight services and policy leadership in support of UN Women's Strategic Plan, in a decentralized management environment, for these key management areas:

FINANCIAL MANAGEMENT

INFORMATION SYSTEMS & TELECOMMUNICATIONS (IST)

PROCUREMENT SUPPORT (PS)

FACILITIES & ADMINISTRATIVE SERVICES (FAS)

SERVICES (FAS)

Our Principles: The 3Cs



COMMITMENT to accountability and efficient utilization of resources



CLIENT



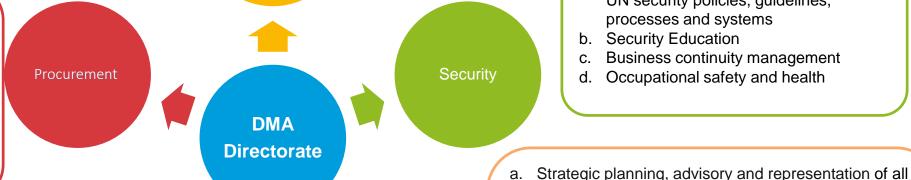
COMPLIANCE with United Nations and UN Women policies, procedures and guidelines

OVERVIEW OF DMA OUTPUTS FOR 2020

- Vision, Guidance and Support for Global Operations; Leadership, Institutional Management and Organization Development;
- b. Provide overall strategic direction and guidance to DMA sections; strategic management and oversight of all DMA sections
- c. Guidance to administrative and operational work of the organization.
- Procuring on behalf of HQ;
- Supplement the procurement capacity of RO & Field Offices for complex or high value procurement;
- Establish Global LTAs to create value for programmes delivery regarding product choice etc.
- Procurement advisory services (including advises on the application of procurement policies and procedures)
 - Stewardship of UN Women's corporate information systems, digital infrastructure and providing leadership in areas of information and technology
 - b. Leading cross entity innovation projects for cost cutting automation and improved business processes

a. Asset and lease management

- Records management
- Distribution and pouch services
- Headquarters building management



IST

- a. Implementation and compliance with UN security policies, guidelines, processes and systems
- b. Security Education
- Business continuity management
- Occupational safety and health

activities related to financial services and accounting b. Statutory and global Financial Reporting - Financial Statements; financial donor reports; management accounts

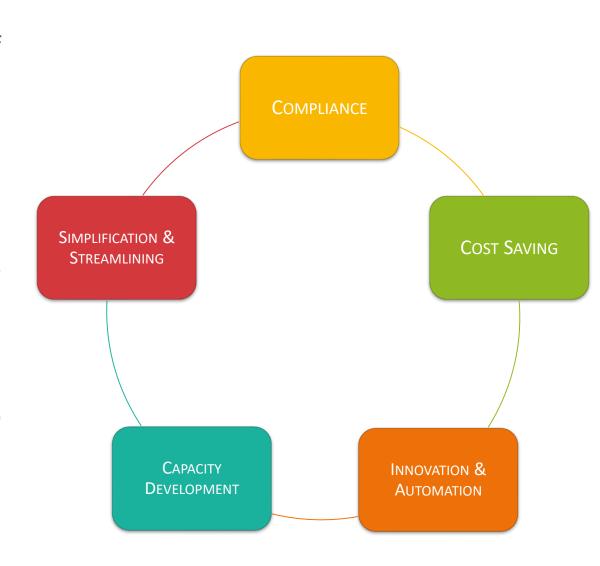
Financial

Management

- Global Revenue & liquidity management and Donor agreement clearances
- d. Dedicated Country office & HQ Financial Management Guidance and Training, Change management initiatives
- Management of corporate financial audits by UNBoA, Internal Audit, Partner Audits and EU Verifications

DMA Priorities

- The vision and work of DMA is guided by a set of priorities which focuses the work of the Division in meaningful ways.
- Of great importance to partners, donors, stakeholders and beneficiaries is UN Women's **COMPLIANCE** with international standards and the organization's policies and procedures.
- As the primary overseer of resources, DMA prioritizes cost savings through the optimal use of human and financial resources.
- To achieve greater cost savings, a large portion of the Division's work is focused on INNOVATION AND AUTOMATION to reduce workload as well as SIMPLIFICATION AND STREAMLINING of existing processes, policies and procedures.
- Each team provides **CAPACITY DEVELOPMENT**, training and guidance to UN Women's workforce and in some cases, to implementing partners, beneficiaries and dependents.



Progress Highlights

Compliance

Received 8th consecutive unqualified audit opinion on UN Women's financial statements

Cost Saving

Outsourced 73% of all IT work to cost effective vendors and service centres; 100% of treasury function outsourced to UNDP; 84% of UN Women's Country Offices are in shared premises; and more than 50% of UN Women's offices utilize common services

Innovation & Automation

Automated the Business Continuity process, achieving a reduction of 80% staff time spent to update and test Business Continuity Plans

Capacity Development DMA sections co-led all Regional Operations training and separately held technical workshops for procurement and finance; and certified > 500 UN Women personnel in Chartered Institute of Procurement and Supply (CIPS-UK)

Simplification

Delegated greater authority to field managers reduced by 30% the procurement Streamlining transactions that come to headquarters for review

Global Partnerships and Advocacy



THE DMA DIRECTOR'S
OFFICE REGULARLY
CONSULTS WITH REGIONAL
OPERATIONS MANAGERS,
ESPECIALLY ON MATTERS
RELATED TO SERVICE
PROVISION FROM UNDP
AND THE ONGOING UN
REFORM.



THROUGH UN WOMEN **NETWORKS SUCH AS THE PROCUREMENT** COMMUNITY NETWORK (PCN) AND THE GLOBAL FINANCIAL MANAGMENT SPECIALIST NETWORK, DMA SECTIONS LIKE PROCUREMENT AND FINANCE MAINTAIN **CONSTANT CONTACT WITH COLLEAGUES IN THE FIELD** AND FOSTER A LEARNING **ENVIRONMENT WHERE COLLEAGUES CAN SHARE** KNOWLEDGE AND SUPPORT EACH OTHER.



THE CIPS TRAINING
PROGRAM ADMINISTERED
BY THE PROCUREMENT
SECTION REPRESENTS A
DISTINGUISHED EXAMPLE OF
DMA'S ROLE IN CAPACITY
DEVELOPMENT OF
PERSONNEL.



IST OPERATES A GLOBAL IT PROGRAMME, ENGAGING REGIONAL AND COUNTRY IT FOCAL POINTS TO ENSURE OFFICES HAVE ROBUST AND SECURE LOCAL IT INFRASTRUCTURE.



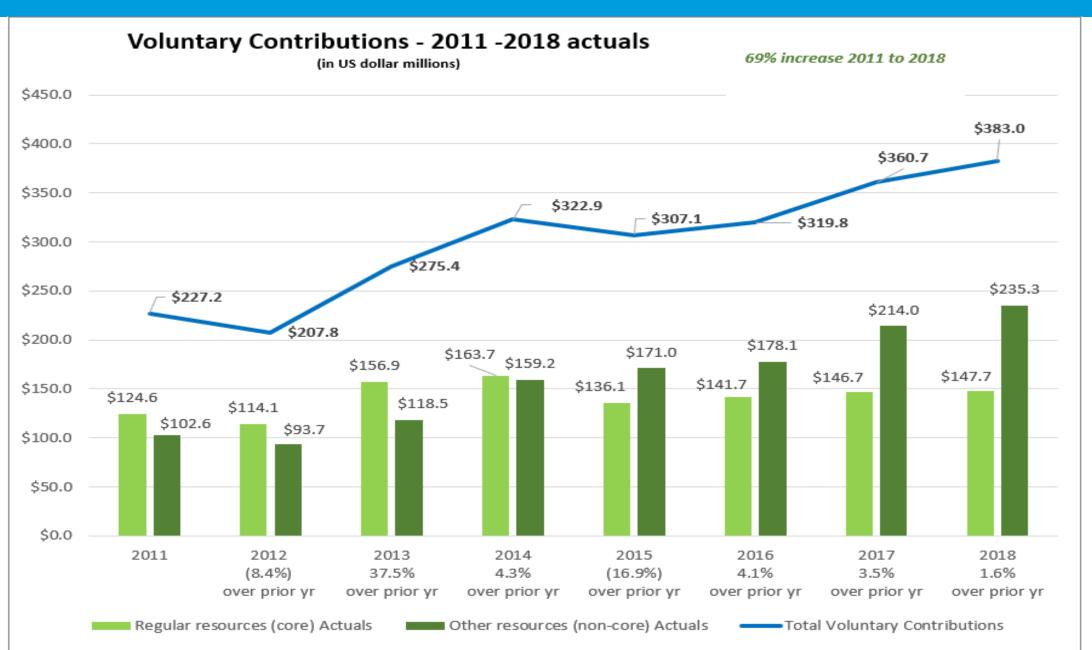
DMA IS MORE THAN A MEMBER
AT THE SYSTEMWIDE LEVEL DMA DRIVES GENDER
MAINSTREAMING THROUGH OUR
LEADERSHIP ON 6 INTERAGENCY
GROUPS AND OUR
PARTICIPATION IN MORE THAN
30 TASK FORCES, WORKING
GROUPS, AND MECHANISMS.
THROUGH THE PARTICIPATION

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OF THE SECURITY TEAM IN THE
INTER-AGENCY SECURITY
MANAGEMENT NETWORK
(ISAMN), UN WOMEN IS
REPRESENTED ON 16 WORKING
GROUPS, TWO OF WHICH ARE
CHAIRED BY UN WOMEN: 1)
GENDER CONSIDERATIONS IN UN
SECURITY AND 2) DISABILITY IN
UN SECURITY.

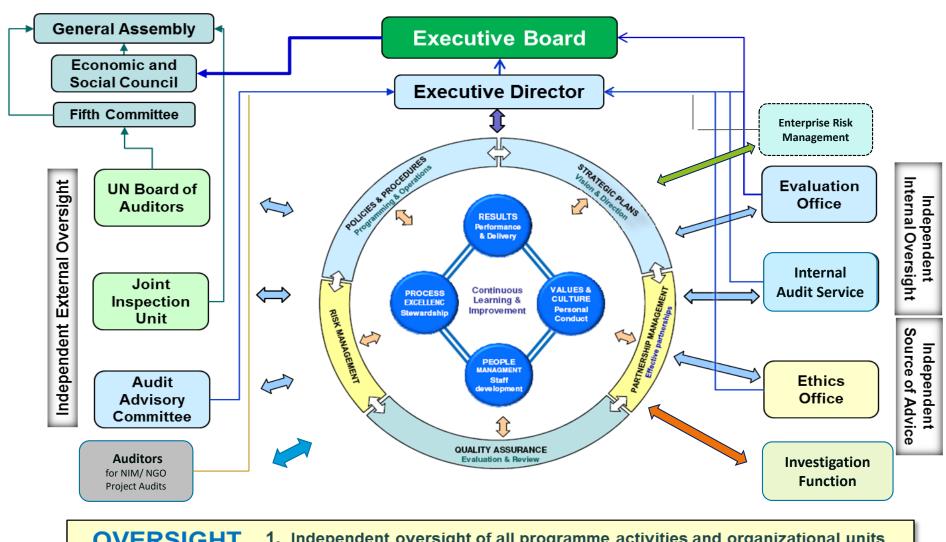


FINANCE, AND
PROCUREMENT OFFER
SUPPORT AND GUIDANCE TO
OFFICES BEFORE, DURING
AND AFTER EACH INTERNAL,
EXTERNAL AUDIT AND EU
VERIFICATION.

Voluntary Contributions 2011 to 2018



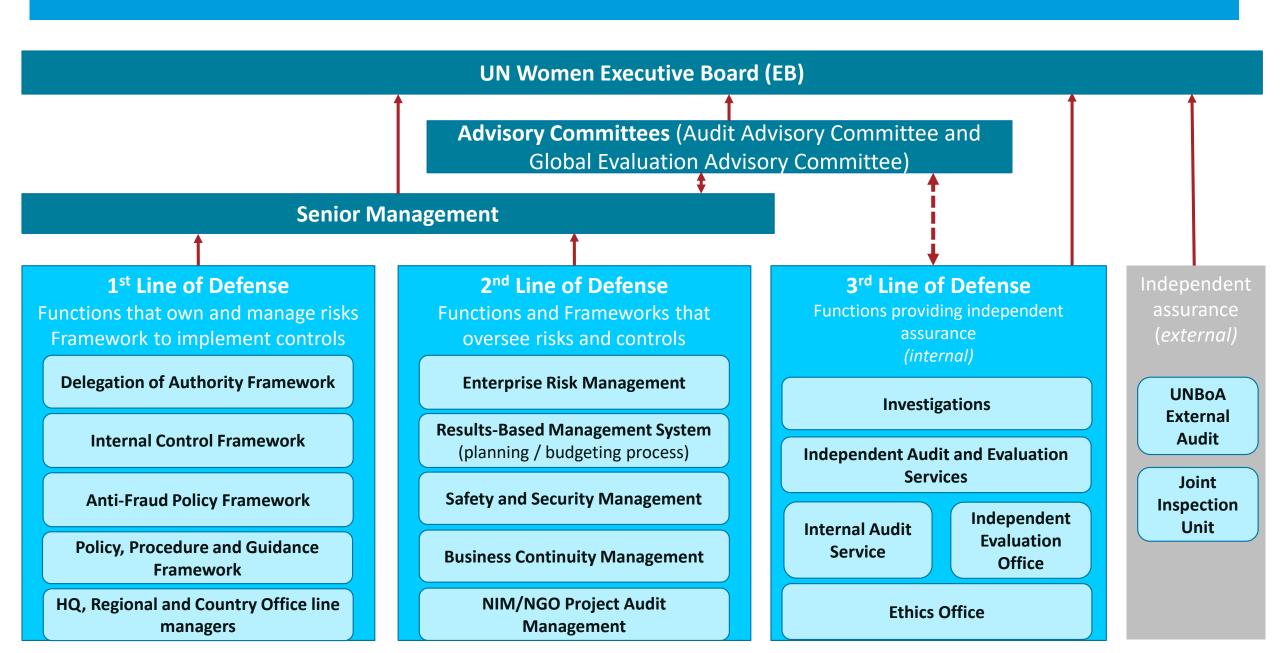
UN Women's Institutional Oversight Arrangements



OVERSIGHT INCLUDES:

- 1. Independent oversight of all programme activities and organizational units
- 2. Results of oversight communicated to relevant and concerned parties
- 3. Management action taken to implement oversight recommendations

UN Women's Three Lines of Defense



MEN GENERATI EQUALITY





