

| S. No.                              | Ownership | Recommendation  | Target date/status                   |
|-------------------------------------|-----------|---|--------------------------------------|
| <a href="#">A/75/5/Add.8 – 2019</a> |           |   |                                      |
| 01                                  | PSB       | 01- In <b>paragraph 28.</b> The Board recommends that UNFPA take measures to improve the preventive controls, in order to ensure all UNFPA business units conduct the procurement processes following the thresholds established by the procurement procedures (from solicitation method and procurement authority perspective), and conduct solicitation and contract management using Enterprise Resource Planning-based tools. | Implemented<br>Being reviewed by BoA |
| 02                                  | PSB       | 02- In <b>paragraph 29.</b> Finally, the Board recommends that UNFPA ensure that the Procurement Services Branch coordinate with each procurement process user, in order to raise the requirements to the business analytics team at the Procurement Services Branch, with the main objective to build standardized, timely and useful monitoring tools and reports to the users  | Implemented<br>Being reviewed by BoA |
| 03                                  | PSB       | 03-In <b>paragraph 38.</b> The Board recommends that UNFPA ensure that information related to purchases are maintained in a reliable and comprehensive corporate electronic system and that the information is complete and entered in a timely manner, in order to guarantee effective management and monitoring of different procurement and solicitation processes conducted by UNFPA.   | Implemented<br>Being reviewed by BoA |
| 04                                  | MZB CO    | 04-In <b>paragraph 53.</b> The Board recommends that UNFPA Mozambique country office improve the assessment of the annual procurement plan in order to identify local recurrent acquisitions, and undertake processes for the award of long-term agreements or request for quotations, to avoid the risk of splitting and increase the efficiency and effectiveness of this kind of procurement processes                         | Implemented<br>Being reviewed by BoA |
| 05                                  | MMR CO    | 05-In <b>paragraph 54.</b> The Board recommends that UNFPA Myanmar country office comply with procurement procedures and monitor the financial thresholds for the different solicitation methods with the utmost accuracy   | Implemented<br>Being reviewed by BoA |
| 06                                  | MMR CO    | 06-In <b>paragraph 55.</b> The Board recommends that UNFPA Myanmar country office create, approve and budget-check the purchase orders before the suppliers provide the services or goods.  | Implemented<br>Being reviewed by BoA |
| 07                                  | DMS       | 07-In <b>paragraph 64.</b> The Board recommends that UNFPA recognize the inventories under the control of field offices in a quarterly manner as it is established in the policy and procedures on management of programme supplies..   | Implemented<br>Being reviewed by BoA |
| 08                                  | DMS       | 08-In <b>paragraph 65.</b> The Board recommends that UNFPA comply with the preparation of the quarterly reports of conditions indicative of potential operating effectiveness problems in the order sourcing, fulfilment and delivery processes   | Q1-2021                              |

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| 09 | DMS<br>MZB and<br>MMR COs                  | 09-In <b>paragraph 76.</b> The Board recommends that UNFPA and its Mozambique and Myanmar country offices update the inventory transactions in a timely manner and accurately record them, in order to avoid inaccurate financial reporting for management decision-making.  | Implemented<br>Being reviewed by BoA |
| 10 | MZB and<br>ETH COs                         | 10-In <b>paragraph 77.</b> The Board recommends that UNFPA and its Mozambique and Ethiopia country offices carry out all procedures established in the policy and procedures on management of programme supplies in a timely manner, keeping the flow of operations updated and with their respective documentation in the Shipment Tracker. | Implemented<br>Being reviewed by BoA |
| 11 | MZB and<br>ETH COs                         | 11-In <b>paragraph 84.</b> The Board recommends that UNFPA Mozambique and Ethiopia country offices improve the customs clearance standard operating procedure with the missing minimum procedures established in the policy.   | Q1-2021                              |
| 12 | ETH CO                                     | 12-In <b>paragraph 94.</b> The Board recommends that UNFPA Ethiopia country office put in order the supplies stored in the warehouse, with the purpose of complying with the storage conditions established in the policy.   | Implemented<br>Being reviewed by BoA |
| 13 | ETH CO                                     | 13-In <b>paragraph 95.</b> The Board recommends that UNFPA Ethiopia country office monitor on a daily basis the temperature and humidity of the warehouse, and keep respective logs.   | Q1-2021                              |
| 14 | ETH CO                                     | 14-In <b>paragraph 96.</b> The Board recommends that UNFPA Ethiopia country office evaluate the conditions of the products, in order to identify damaged or unusable supplies.   | Implemented<br>Being reviewed by BoA |
| 15 | PSD &<br>DMS (joint)                       | 15- In <b>paragraph 110.</b> The Board recommends that UNFPA country offices recognize correctly the expenditures incurred by the implementing partners, in order to avoid expenditures that are not eligible or not aligned with the workplan or agreements signed between the parties.   | Implemented<br>Being reviewed by BoA |
| 16 | PSD &<br>DMS (joint)                       | 16- In <b>paragraph 111.</b> The Board recommends that UNFPA headquarters build capacity and provide training to country offices staff, in order to strengthen the criteria for accepting expenditure, in accordance with the policies and the applicable regulations  | Implemented<br>Being reviewed by BoA |
| 17 | MZB, ETH<br>and MMR                        | 17-In <b>paragraph 124.</b> The Board recommends that UNFPA Mozambique, Ethiopia and Myanmar country offices take measures to improve and strengthen the monitoring and correct use of the global programming system to promote effective and efficient management of the global programming system use among implementing partners.         | Q1-2021                              |
| 18 | MZB and<br>ETH COs                         | 18-In <b>paragraph 125.</b> The Board recommends that UNFPA Mozambique and Ethiopia country offices update all the bank accounts of each implementing partner agreement.   | Implemented<br>Being reviewed by BoA |
| 19 | MMR CO                                     | 19-In <b>paragraph 134.</b> The Board recommends that UNFPA Myanmar country office perform the spot checks in a timely manner and make efforts to improve the pro-active and effective review of financial monitoring and control over the implementing partners.  | Q1-2021                              |
| 20 | DMS,<br>OSC,<br>MZB,<br>MMR and<br>ETH COs | 20- In <b>paragraph 152.</b> The Board recommends that UNFPA and the visited country offices make efforts to ensure that travel requests and security authorizations are submitted in a timely manner, with the purpose of having an efficient and effective utilization of the organization's resources.                                    | Implemented<br>Being reviewed by BoA |

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| 21                         | DMS                        | 21-In <b>paragraph 153</b> . The Board recommends that monitor the deadlines established in the guidance authorizing official business travel with the purpose of managing these business trips in an effective, efficient and timely manner.   | <i>New ERP dependent</i><br><b>Q2-2022</b>         |
| 22                         | DMS                        | 22-In <b>paragraph 154</b> . The Board further recommends that UNFPA make travelers and managers aware about their duties and roles as envisaged in the travel guidance and policies.   | <b>Implemented</b><br><b>Being reviewed by BoA</b> |
| 23                         | MZB,<br>MMR and<br>ETH COs | 23-In <b>paragraph 165</b> . The Board recommends that UNFPA Mozambique, Myanmar and Ethiopia country offices strengthen and incorporate systemic tools with the main aim to improve the information system in the travel management process, aiming to increase its effectiveness and efficiency.                                  | <i>New ERP dependent</i><br><b>Q2-2022</b>         |
| 24                         | DMS                        | 24- In <b>paragraph 166</b> . The Board recommends that UNFPA improve the travel process to ensure timely payment of the daily subsistence allowance, in order to avoid possible unregistered liabilities.  | <i>New ERP dependent</i><br><b>Q2-2022</b>         |
| 25                         | ITSO                       | 25-In <b>paragraph 173</b> . The Board recommends that UNFPA develop disaster recovery plan testing, and then release an approval of disaster recovery plan for their data center in headquarters, considering the enhancements as result of a disaster recovery exercise and any important additional information.                 | <b>Q1-2021</b>                                     |
| 26                         | DMS                        | 26-In <b>paragraph 182</b> . The Board recommends that UNFPA create measures to ensure that conflicts between Atlas system user profiles have been fixed in a timely manner, in accordance with the policy and workplan established.  | <b>Implemented</b><br><b>Being reviewed by BoA</b> |
| 27                         | PSD                        | 27-In <b>paragraph 191</b> . The Board recommends that UNFPA undertake a documented review and revision of its policies and procedures in a timely manner in order to comply with the policy for development, approval, and issuance of UNFPA policies and procedures, with the purpose of keeping all procedures properly updated. | <b>Implemented</b><br><b>Being reviewed by BoA</b> |
| 28                         | DHR,<br>ITSO and<br>OSC    | 28- In <b>paragraph 199</b> . The Board recommends that UNFPA establish update procedures and measures for review, maintenance, updating of the global directory as well as establishing oversight mechanism to ensure the information contained in the global directory and the separation list is updated                         | <b>Q1-2021</b>                                     |
| <i>A/72/5/Add.8 – 2016</i> |                            |   |  |
| 29.                        | ITSO                       | 29- In <b>paragraph 100</b> - The Board recommends that UNFPA put in place a mechanism for monitoring the adoption of software policies and procedures and ensure their compliance across the entity.   | <b>Q1-2021</b>                                     |
| <i>A/72/5/Add.8 – 2017</i> |                            |   |  |
| 30.                        | DMS/OED                    | 30- In <b>paragraph 16</b> - The Board is of the view that the formalization of the enterprise risk management policy is necessary to increase staff awareness of the entire corporate risk management process. The policy document   | <b>Q1-2021</b>                                     |

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|     |      | will provide guidance on the general rule for adherence to risk assessment and mitigation procedures.  |                                      |
| 31. | DMS  | 31- <b>In paragraph 59</b> - The Board recommends that UNFPA monitor the distribution process to ensure that inventory is handed over to the intended beneficiaries by the implementing partners and get assurance on whether inventory has been utilized as intended.   | Implemented<br>Being reviewed by BoA |
| 32. | DMS  | 32- <b>In paragraph 87</b> - The Board recommends that UNFPA establish an enterprise resource planning solution which will have a global travel and expenses module at all Country Offices to facilitate the travel management activities and reporting, including reporting of travel data globally in real time. | New ERP dependent<br>Q2-2022         |
| 33. | ITSO | 33- <b>In paragraph 98</b> - The Board recommends that UNFPA: (a) incorporate the requirements for ICT security awareness training in the existing policies; and (b) make it mandatory and establish an enforcement mechanism for all staff members to complete information security awareness training            | Q1-2021                              |

| Acronym | Name of business unit                   |
|---------|---|
| DHR     | Division for Human Resources            |
| DMS     | Division for Management Services        |
| ETH CO  | Ethiopia Country Office                 |
| ITSO    | Information Technology Solutions Office |
| MOZ CO  | Mozambique Country Office               |
| MMR CO  | Myanmar Country Office                  |
| OED     | Office of the Executive Director        |
| OSC     | Office of the Security Coordinator      |
| PSB     | Procurement Services Branch             |
| PSD     | Policy and Strategy Division            |