

## Checklist A

### Financial Management Capacity Questionnaire for Implementing Partners with experience working with the UNCT

#### *Summary Assessment*

Name of Implementing Partner: **Ministry of Environment, Conservation & Meteorology**

Date: 4 February 2009

Number of years Agency has worked with the IP: More than two years  
(if less than two years then the questionnaire in Checklist B should be used)

1. Is the volume of expected expenditure significantly different to that of past expenditures?	<u>No</u>	If Yes, stop here and go to Checklist B
2. Has there been a significant change in administration in the past two years?	<u>Yes</u>	If Yes, stop here and go to Checklist B
3. Have there been any incidences that indicate that financial reporting has been inaccurate or unreliable?	<u>Yes/No</u>	If Yes, stop here and go to Checklist B  If No, attach justification (e.g., NEX audit certification and reports, previous liquidation statements).
4. Have Agencies noted any issues, which could lead to inappropriate use of funds:  <ul style="list-style-type: none"> <li>• lack of segregation of duties</li> <li>• lack of supervision of staff</li> <li>• inadequate monitoring</li> <li>• inappropriate/untrained staff</li> <li>• large cash operation</li> </ul>	<u>Yes/No</u>  <u>Yes/No</u> <u>Yes/No</u> <u>Yes/No</u> <u>Yes/No</u>	If Yes in any of the responses, stop here and go Checklist B
5. Has there been any incidence of unduly delayed financial reports?	<u>Yes/No</u>	If Yes, the UNCT should discuss the reasons. If identified as a significant cause of concern, proceed to use Checklist B.  If not a significant cause of concern, attach explanation.

6. Is there any indication outside the above that there are weaknesses in internal controls and/or financial management, which would require a specific assessment of the financial management capacity?	<u>Yes/No</u>	If Yes, go to Checklist B  If No, proceed to conclude the assessment
<p><b><i>Result of Assessment</i></b></p> <p>If all answers are ‘No’, then the overall risks are considered low.</p> <p>If any answers are ‘Yes’, then the UNCT should complete Checklist B</p>		