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United Nations Development Programme

DELEGATION OF AUTHORITY

Global Environment Facility Contribution to:

Name of Country: Tunisia
Full Project Title: PIMS-9925 Biodiversity Finance Plan Tunisia
PIMS ID: 9925
Quantum BU: UNDP-TUN
Quantum Project ID: 01001994
Quantum Award ID: 1224453
BPPS/Thematic Hub: Nature Hub

(the "Project")

The project, which amounts to a total of **US$ 314,000.00**, has received its final approval in accordance with the established policies and procedures of the Global Environment Facility (GEF). With this approval, I am pleased to send for your signature this Delegation of Authority.

By accepting this Delegation of Authority, the Resident Representative assumes full responsibility and accountability to sign the UNDP-GEF Project Document for this Project and to ensure the timely implementation of this GEF-financed project. The Resident Representative shall ensure that the project complies with the GEF-specific requirements outlined below and in the Project Document and shall provide oversight and quality assurance of tasks undertaken by the Implementing Partner and/or Responsible Parties. In addition, as with all UNDP projects, the Resident Representative assumes full accountability for ensuring that all requirements set out in UNDP's Programme and Operations Policies and Procedures (POPP), its Financial Regulations and Rules and Internal Control Framework are complied with.

By accepting this Delegation of Authority, the Regional Bureau Director assumes full responsibility and accountability to provide oversight to the Resident Representative to ensure compliance with all UNDP regulations and rules. In addition, the Regional Bureau Director will ensure that the Deputy Regional Bureau Director provides additional support to the relevant BPPS/Thematic Hub (as outlined above) and the BPPS/Vertical Funds Programme Support, Oversight and Compliance Hub (VF Hub) when needed to ensure the GEF-specific requirements noted below and in the Project Document are met as required and as per the noted schedule.

The BPPS oversight tasks are outlined in the RACI and shall include:

(i) Technical oversight on the nature, climate, energy and chemicals and waste aspects of this project during the implementation phase. Technical oversight shall be provided by the Regional Technical Advisor (RTA) for the Project (as identified in PIMS+) in the BPPS Thematic Hub (as outlined above).

Celine Moyroud
Resident Representative
UNDP Tunisia

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(ii) Oversight/quality assurance to ensure this project complies with GEF policies and procedures. This oversight will be provided by the BPPS/VF Hub, through the RTA (responsible), Principal Technical Advisor (PTA) for the project, as identified in PIMS+ (accountable), the Regional Team Leader (RTL) and other region-based staff, and other staff based in the BPPS/VF Hub.

Should this project be at-risk of non-compliance with any GEF requirement and deadlines, including the GEF Minimum Fiduciary Standards, the risk shall be escalated by the Resident Representative to the Deputy Regional Bureau Director for action. The BPPS/VF Hub and BPPS/Thematic Hub should be informed of risks of non-compliance. If such risks of non-compliance are not adequately addressed, the BPPS/VF Hub Executive Coordinator shall retain the authority to suspend or revoke the Delegation of Authority, and if necessary, after consultation with the Regional Bureau Director, transfer the accountability and responsibility for the implementation of this project to another unit (e.g. the Regional Bureau) or, with the agreement of the GEF, cancel this project.

The Office of Audit and Investigation (OAI) conducts portfolio audits on the management and performance by UNDP of the vertical funds supported projects on a periodic basis. This includes, *inter alia*, Country Office audits, HACT audits, as well as the OAI Audit in relation to UNDP's management of GEF supported projects. The Resident Representative shall ensure that all recommendations made by OAI and during the HACT audits are implemented within the timeframe committed. Failure to address OAI audit recommendations in a timely manner shall entitle the BPPS/VF Hub Executive Coordinator to suspend or revoke this Delegation of Authority and, if necessary, after consultation with the Regional Bureau Director, transfer the accountability and responsibility for implementation of this project to another unit (e.g. the Regional Bureau) or, with the agreement of the GEF, cancel the project.

The Resident Representative shall ensure that the project adheres to UNDP's Social and Environmental Standards (SES) throughout the duration of the project. Failure to comply with the SES may lead to project suspension or cancellation.

The following GEF-specific requirements for this project cover project cycle management services that are to be financed by the GEF Fee received by the Country Office for this project. Any other tasks, services, or support functions are not eligible to be covered by the GEF Fee nor can they be charged to the GEF project budget (to which only direct costs for project execution (DPC) approved by the GEF can be charged).

GEF specific conditions and deadlines:

A.	**GEF Conditions:** if these conditions are not met this project may be suspended or cancelled by the BPPS/VF Hub Executive Coordinator	
1	GEF Fee	The total GEF Fee over the lifetime of this GEF project shall be **USD 28,260.00.** This fee shall be released automatically and processed monthly to all departments/units based on project delivery and the current policy of the POPP. However, the GEF Fee may be withheld or reverted by the BPPS/VF Hub Executive Coordinator in the event of non-compliance with the POPP and/or GEF project management requirements outlined below.
		The GEF Fee shall only be applied in relation to the performance of oversight services as per GEF Policies and Procedures.
2	Functional separation between oversight and execution support	No CO execution support services shall be provided to the Project unless approved by the GEF and confirmed at CEO endorsement. Any execution support services so agreed shall be performed in full compliance with UNDP guidance and GEF policies and procedures, which shall require the Country Office to ensure and maintain a functional separation and reporting lines between staff and non-staff personnel providing oversight services and those providing execution support services.
		Where execution support services have been approved by the GEF, the LOA with the Government to provide CO support has been duly completed, cleared by BPPS/VF Hub, signed by the relevant parties and included as an annex to the UNDP-GEF

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		project document before signature by the Implementing Partner, Government Coordinating Agency and UNDP.	
		Service costs in relation to execution support shall be in accordance with and shall be charged fully and exclusively to the project management budget (capped by GEF). The GEF Fee shall not be used for this purpose.	
		UNDP staff and non-staff personnel engaged in execution support services shall under no circumstances be involved in oversight services (and *vice versa)*	
		• Oversight functions shall be performed by:	• M&E officer – RBM Specialist, HACT focal point, UNDP • Gender and Inclusion Analyst, UNDP • Team Leader, Climate Change, Environment, Energy and Disaster Risk Reduction cluster, UNDP • Programme associate, Climate Change, Environment, Energy and Disaster Risk reduction cluster, UNDP
		• Execution support to the Implementing Partner (when the conditions above have been met and have been approved) shall be performed by:	• Head of Human Resources Unit, UNDP • Head of Procurement Unit, UNDP • Head of Finance Unit, UNDP • ICT Associate, UNDP
		• Oversight functions over activities executed by country office personnel on the basis of execution support to the IP shall be performed by:	Operation Manager
		The staffing arrangements above on oversight ensures a strict functional separation between oversight and execution	
3	Time Tracking for Oversight Services	All time expended by UNDP staff and non-staff personnel in relation to the provision of project oversight/quality assurance services shall be duly recorded in timesheets (using the system rolled out for tracking time spent on GEF projects in PIMS+).	
4	Co-financing	The Resident Representative shall ensure that cost-sharing arrangements are documented in line with POPP guidance, shall ensure monitoring of the status and amount of committed and applied/realized co-financing included in the UNDP GEF Project Document, and shall report on the amount realized with supporting evidence on an annual basis during the PIR exercise. The Country Office shall also provide information on the realized amount of co-financing to the independent consultants carrying out the Mid-Term Review (if required) and Terminal Evaluation for their review and verification. The realized co-financing at the MTR and TE stages will be submitted to the GEF. The Country Office shall inform the BPPS/VF Hub and BPPS/Thematic Hub immediately in the event of any material changes in realized co-financing.	
5	Risk Management	The Resident Representative shall ensure compliance with the UNDP ERM policy and procedures, including conducting fraud risk assessment and other risk assessment tools, such as PCAT, HACT Micro Assessment, SESP, PQA, PSDD (digitized in	

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		Quantum+). Project risk registers in Quantum must be updated and monitored regularly and must be reported on during the annual GEF PIR process. The Resident Representative shall inform the BPPS/VF Hub Executive Coordinator and BPPS/Thematic Hub immediately of any risks of non-compliance.	
6	Procurement Management	The Resident Representative shall ensure compliance with UNDP policies and procedures on procurement, including but not limited to: proper procurement planning, supply chain risk management, adequate procurement strategies and sourcing, mainstreaming sustainable procurement and proper managing of contracts.	
7	Financial management	The Resident Representative shall ensure compliance with UNDP policies and procedures on financial resources management/budget, including by ensuring adequate segregation of duties, and that payments are made in line with the project workplan and supported by adequate documents.	
8	Project revisions	All revisions/amendments to what was included in the UNDP GEF project document shall follow the procedures set out in the RACI/POPP, which shall include approval by the BPPS RTA and PTA assigned to this project for oversight. The Country Office shall ensure that the BPPS RTA shall be duly informed within the timelines set out in POPP and the BPPS RTA and PTA shall consult with the VF Hub and liaise with the GEF, as required. If the proposed changes are deemed by the BPPS RTA and PTA to be major amendments, additional BPPS/VF Hub and GEF approvals are necessary.	
9	Annual oversight missions	The Country Office person responsible for oversight of this project shall supervise the implementation of this project and undertake annual site missions, charged to the GEF fee.	
10	Budget Revisions and ASLs	Project budget deviations are not permitted other than in accordance with the guidance set out in the Project Document template. Budget revision proposals must be cleared by VF Hub MPSU and approved by BPPS RTA assigned to this project for oversight in PIMS+ before it is approved in Quantum. The project budget cannot be increased above the amount already approved by the GEF. Therefore, any over-expenditure on this project must be absorbed by other Country Office resources.	
		The Resident Representative shall submit the Quantum-generated *Annual Work Plan (AWP) (multi-Year)* based on the *Total Budget and Annual Work Plan* in the attached project document, along with a copy of the signed cover page and, where applicable and execution support has been approved by the Fund, ensure that the Procurement Plan is uploaded on Quantum. ensure that the Procurement Plan is uploaded on Quantum.	One week after ProDoc is signed.
		Minimum one budget revision annually – the Country Office submits budget revision (multi-year) to the BPPS RTA assigned to perform oversight functions, through PIMS+, requesting for clearance and ASL allocation. All budget revisions must be approved by the BPPS RTA and cleared by the VF Hub MPSU.	
11	Audit	All GEF-funded projects must be audited in accordance with the UNDP Financial Regulations and Rules, Audit policies and HACT requirements, and any audit recommendations resulting from such audits shall be duly implemented and monitored.	
12	GEF branding	The GEF logo shall be displayed along with the UNDP logo where appropriate and relevant. and in line with the GEF Communication and Visibility Guidelines and UNDP's branding guidelines.	
13	Project extensions	Project extensions are unfunded by the GEF and UNDP and in general are not permitted. Extensions must follow the BPPS/VF Hub project extension guidance. Under exceptional circumstances and subject to the conditions set out in the VF project extension guidance for the submission of a request for extension to the GEF, the Resident Representative shall coordinate with the BPPS RTA and PTA assigned to this project for oversight, within the deadlines set out in the VF project extension guidance, for the internal	

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		clearance and submission of the request for approval by the BPPS Executive Coordinator (in coordination with the GEF, where required). The BPPS Executive Coordinator shall consult the Regional Bureaux (RBX) and may reject the extension request if no external (non-GEF) financing by the IP or internal UNDP CO resources for the additional oversight cost of UNDP can be identified.	
		Should an extension be approved by the BPPS/VF Hub Executive Coordinator (in coordination with the GEF, where required), the additional oversight costs for the Country Office and BPPS/VF Hub shall be covered by other resources and cannot be charged to the project budget. At the time of extension requests, the source of funds to cover such additional costs to UNDP should be declared by all relevant units as part of the extension request.	
14	Project Document Signature and project start	The Resident Representative shall sign and obtain the requisite signature(s) of the representative of the Implementing Partner (as well as signature by the representative of the Government if necessary) and shall achieve this milestone by a benchmark date of no later than 6 months of the final GEF CEO endorsement. in order to avoid delays in the first disbursement from the GEF. For multi-country projects, the Resident Representative shall request and obtain receipt of the signed signature pages from participating countries. For projects implemented by an NGO/IGO, the Resident Representative shall also obtain receipt of the signed Project Cooperation Agreement. The Resident Representative shall notify Regional Program Associate of BPPS/Thematic Hub in order to upload a copy of the signed project document to PIMS+. In the event that a signature is not secured by the deadline, the VF Hub and BPPS PTA and RTA, with the support of the CO, will discuss with the GEF Secretariat and the OFP for GEF matters at the country level on whether the project should be restructured and/or cancelled.	6-Mar-2024
15	First Disbursement	Whlie the GEF permits first disbursement shall be achieved no later than 18 months from the date of GEF approval/endorsement, in order to facilitate prompt implementation in the interest of country demands and avoid potential unfunded extensions, the Resident Representative shall achieve the First Disbursement by a benchmark date of 8 months from the date of GEF approval/endorsement of this project.	21-July-2024
16	Inception Workshop & Inception Report	The Resident Representative shall ensure that the inception workshop is held by a benchmark date of 2 months from the date First Disbursement for this project by this date: The Country Office must ensure that the inception report is completed, shared with the BPPS RTA and PTA for technical review and clearance and review by the BPPS/VF Hub RBM focal point and finalized within 1 month of the inception workshop date.	21-Sept-2024

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		X The Country Office must share the cleared inception report for approval by the Project Board no later than 2 months after the Workshop date.	
17	Project Implementation Reviews (PIR)	The Country Office shall, together with the project team, contribute to a high quality draft GEF PIR under this project's global component, and provide evidence to support progress, by the designated due date. The Deputy Resident Representative shall ensure the CO's timely contribution to the PIR.	July/August each year
18	Mid Term Review (MTR)	As stated in the ProDoc, the MTR will be coordinated and conducted under this project's global component. However, the CO will contribute to the MTR in terms of substantial inputs, coordination of any consultations at the national level and contributions to management responses, as needed, and as per the designated timeline. The BPPS Executive Coordinator shall be entitled to withhold payment of the GEF Fee in the event of delay of contributions to the mid term review.	6-Oct-2025
19	Terminal Evaluation (TE)	As stated in the ProDoc, the TE will be coordinated and conducted under this project's global component. However, the CO will contribute to the TE in terms of substantial inputs, coordination of any consultations at the national level and contributions to management responses, as needed, and as per the designated timeline. The BPPS Executive Coordinator shall be entitled to withhold payment of the GEF Fee in the event of delay of contributions to the terminal evaluation.	6-Sept-2027
20	Project completion	The Resident Representative shall ensure that this project shall reach project completion by the completion date. This date is the expected completion date noted in CEO endorsement request (i.e. date of Project Document Signature plus project duration), which is the date upon which execution of all activities for the Project must be completed. No activities, except for the final clearance of the Terminal Evaluation Report and the corresponding management response and the end-of-project review Project Board Meeting should take place after the Completion Date.	6-Mar-2028
21	Project operational closure	The Resident Representative shall ensure that this project is operationally closed by the indicated deadline.	6-Dec-2028
22	Project financial closure	The Resident Representative shall ensure that this project shall be financially closed (and supporting documents to the financial closure should be	6-June-2029

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		submitted to BPPS/VF Hub) within 6 months after operational closure. Failure to financially close the project by the above deadline will result in the elevation of the CO to a high-risk category and no further vertical fund programming will be undertaken until overdue closures are addressed.	

By signing this Delegation of Authority, the signatories also agree to:

1. Immediately inform each other of any circumstances that may indicate potential misuse of project funds, non-compliance with the SES policies, a breach (or potential breach) of UNDP's policy framework or the legal terms and conditions set out in the UNDP Project Document and/or GEF requirements
2. Actively discuss project issues that may jeopardize the timely implementation of the Project or the achievement of the agreed results and/or outcomes as stated in the Project Document.
3. Assess future programming requests for vertical fund programming by the country considering existing performance and capacity constraints at all levels.

This Delegation of Authority shall enter into force upon the date of execution (as written below) by all signatories, and shall remain in force until all legal liabilities towards GEF in relation to the Project have ceased, unless revoked earlier by the BPPS/VF Hub Executive Coordinator.

A copy of this Delegation of Authority shall be provided to:

Mr. Abdallah AL Dardari. Regional Director, Regional Bureau for Arab States
Ms. Manal Fouani, Chief of Country Support and Oversight, Regional Bureau for Arab States
Ms. Yuna Badaker, Team Leader, Operations, Management and Planning, Regional Bureau for Arab States
Ms. Susanne Dam-Hansen, Chief Country Operations Support/Manager a.i., Regional Hub RBAS, Amman
Mr. Thomas Pitaud, Regional Team Leader, a.i. IRH Istanbul, Turkey
Ms. Aurelie Boukobza, Regional Advisor, HQ/RBAS, NY
Ms. Rania El Azem, Management and Oversight Specialist, HQ/RBAS, NY
Ms. Eugena Song, Deputy Resident Representative, UNDP Country Office, Tunisia
Mr. Yousri Helal, Team Leader, Climate Change, Environment, Energy and Disaster Risk Reduction Cluster, UNDP Country Office, Tunisia
Mr. Doley Tschering, Principal Technical Advisor, UNDP Nature Hub
Mr. Gabriel Jaramillo, Regional Technical Advisor, UNDP Nature Hub

This Delegation of Authority is signed for agreement and acceptance by and between:

Nancy Bennet **Executive Coordinator, a.i.** **Vertical Funds Programme Support, Oversight and Compliance Hub** **Bureau for Policy and Programme Support** **UNDP**	Date: 22-May-2024 Signature: DocuSigned by: Nancy Bennet 4EEADA5A5FE9433...

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United Nations Development Programme

Marcos Neto **Assistant Administrator and Director** **Bureau for Policy and Programme Support** **UNDP**	Date: 22-May-2024 Signature: DocuSigned by: Marcos Neto F6DF2FC805E447C...
Accepted By: **Marina Walter, OIC** **Deputy Director, Regional Bureau for Arab States of the United Nations Development Programme**	Date: 22-May-2024 Signature: DocuSigned by: Marina Walter 4E949A16683D4E7...
Accepted By: **Celine Moyroud** **Resident Representative** **UNDP Tunisia**	Date: 22-May-2024 Signature: DocuSigned by: Celine Moyroud A21CEEC1EE0E48D...