



UN Development Programme

Mexico - Mexico City

Award ID: 00074217

Award Title: Programa de cooperación AMEXCID-PNUD

Start Year: 2013

End Year: 2017

Implementing Partner
(Executing Agency): SECRETARIA DE RELACIONES EXTER

Budget (US\$) as of Last Revision on 14-October-2016		
Donor	Fund	Amount
SRE	30071 Programme cost sharing - GOV1	4,242,065.19
UNDP	30084 Prog Resources from 11888	42,800.28
Total Budget (2016 and Beyond)		4,303,007.45
Total Expenditure (2015 and Prior)		4,046,792.87
Award Total		8,331,658.35
Unprogrammed/Unfunded		0.00

Responsible Party
(Implementing Agent): MEX-SECRETARIA DE RELACIONES E

Revision Type: General Revision 6

Brief Description:

El objetivo de esta revisión es gestionar el cambio de fuente de fondos 11888 a 30084, acorde a solicitud de Sede.

PNUD

Sra. Katyna Argueta
 Directora de País
 PNUD México

Anwar Suarez

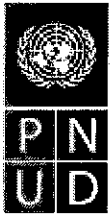
From: Daniel Alcantar
Sent: Friday, October 14, 2016 9:57 AM
To: Anwar Suarez; Jessica Machorro
Cc: Diana Oliveros; Leticia Olmedo; Grisel Campuzano; Javier Gonzalez
Subject: RE: UPDATE ON CLEANUP DATA FW: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy - UPDATE

Hola Anwar,

Tus apreciaciones son correctas!!

Sólo falta la reversión para asignar del monto total de la fuente de fondos los USD \$18,141.98 al proyecto 00086731, se trata de una reversión a nivel de cash, esta se debe hacer antes de las reversiones de gastos.

Saludos cordiales y buen día,



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AÑOS

Daniel Alcántar
Operaciones y Punto Focal de Seguridad.
PNUD México
Programa de las Naciones Unidas para el Desarrollo en México
Montes Urales 440, Lomas de Chapultepec
Ciudad de México, C.P. 11000
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Al servicio de las personas y las naciones.

Síguenos:   

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De: Anwar Suarez

Enviado el: viernes, 14 de octubre de 2016 09:45 a. m.

Para: Daniel Alcantar <daniel.alcantar@undp.org>; Jessica Machorro <jessica.machorro@undp.org>

CC: Diana Oliveros <diana.oliveros@undp.org>; Leticia Olmedo <leticia.olmedo@undp.org>; Grisel Campuzano <grisel.campuzano@undp.org>; Javier Gonzalez <javier.gonzalez@undp.org>

Asunto: RE: UPDATE ON CLEANUP DATA FW: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy - UPDATE

Hola Dani,

Revisando los reportes que gentilmente nos compartes, y a fin de validar contigo, entendemos que haríamos la apertura del fondo 30084 por 18,141.98 USD:

Cost Ctr	Dept_Description	Budget Pe	Dept
RBLAC	Mexico - Mexico City	2016	B051
RBLAC	Mexico - Mexico City	2016	B051

Una vez con KK, reversaríamos los gastos que se hicieron en el 11888 por 17,902.23 USD,

Posteriormente, ya sin gasto cargado, estaríamos "mantando" las líneas 11888 para dejarlas en cero,

Apreciamos de tus comentarios,

Mil gracias,

Anwar



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AÑOS

Al servicio de las personas y las naciones.

Anwar Suarez

Gerente del Programa de Reducción de la Pobreza y Competitividad
Productiva y Punto Focal de VIH/SIDA

PNUD México

Programa de las Naciones Unidas para el Desarrollo en México

Montes Urales 440, Lomas de Chapultepec

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From: Daniel Alcantar

Sent: Friday, October 14, 2016 8:46 AM

To: Anwar Suarez <anwar.suarez@undp.org>; Jessica Machorro <jessica.machorro@undp.org>

Cc: Diana Oliveros <diana.oliveros@undp.org>; Leticia Olmedo <leticia.olmedo@undp.org>; Grisel Campuzano <grisel.campuzano@undp.org>

Subject: RV: UPDATE ON CLEANUP DATA FW: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy - UPDATE

Importance: High

Hola Anwar / Jessi,

Les pido todo su apoyo para gestionar el cambio de fuente de fondos del proyectos AMEXCID (11888 → 30084).

Para ello, como ya lo hemos platicado, habrá que hacer la revisión presupuestal con la nueva fuente de fondos, posteriormente, tramitar en finanzas una reversión para acreditar el cash asignado para este año y finalmente, la reversión de gastos a este nueva fuente de fondos.

Saludos cordiales y estamos pendientes para apoyarlos en cualquier duda que se pudiera presentar en el camino,



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AÑOS

Daniel Alcántar
Operaciones y Punto Focal de Seguridad.
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Programa de las Naciones Unidas para el Desarrollo en México
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Al servicio de las personas y las naciones.

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De: Paloma Morazo Perez

Enviado el: viernes, 7 de octubre de 2016 04:48 p. m.

Para: RBLAC CO OM <rblac.co.om@undp.org>; RBLAC CO Financial Focal Point <rblac.co.finfocalpoint@undp.org>

CC: RBLAC-Finance <rblac.finance.hq@undp.org>; Carlos Benitez <carlos.benitez@undp.org>; Finance Business Advisors <fba.all@undp.org>

Asunto: UPDATE ON CLEANUP DATA FW: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy - UPDATE

Importancia: Alta

Dear colleagues,

Further to the last email sent by Amar Kebbeh- OFRM on this topic last week, please find enclosed a revised excel file on the actions pending for the clean up. The former file dated 3 october contained some error on the "Total utilization" column that have been fixed and replaced by the enclosed one updated as of 7 October.

Apologies on behalf of the FBA team for any inconvenience. We hope you manage to complete the cleanup exercise within the extended deadline Monday 17 October 2016.

Please let us know if any further info or clarification is required in our side. Have a nice weekend. Best,
paloma



PALOMA MORAZO
Management Advisor
Country and Regional Programme
Support Team
Tel: +(507) 305- 4894
Skype: paloma.morazo
Ciudad del Saber, Edif 128 PB. Clayton
Panamá. Rep de Panamá

Begin forwarded message:

From: "Amat O. Kebbeh"

<amat.o.kebbeh@undp.org>

To: "RBAP Deputy Resident Representatives"

<rbap.deputy.resreps@undp.org>, "RBA Deputy

Resident Representatives - O" <rba.deputy.resrepo@undp.org>, "RBAS Deputy Resident Representatives" <rbas.deputy.resreps@undp.org>, "RBLAC Deputy Resident Representatives" <rblac.deputy.resreps@undp.org>, <mpn-finance@intranet.undp.org> <mpn-finance@intranet.undp.org>, "RBAP Deputy Resident Representatives"

<rbap.deputy.resreps@undp.org>, "RBAP Operations Managers"
<RBAP.Operations.Managers@undp.org>, "RBEC Deputy Resident Representatives"
<rbec.drrs@undp.org>, "RBEC Operations Managers" <rbec.operations_managers@undp.org>,
"Karen Vardanyan" <karen.vardanyan@undp.org>, "Sanjeev Lal" <sanjeev.lal@undp.org>
Cc: "Sergelen Dambadarjaa" <sergelen.dambadarjaa@undp.org>, "Silvia Morimoto"
<silvia.morimoto@undp.org>, "Karina Servellon" <karina.servellon@undp.org>, "Levan
Bouadze" <levan.bouadze@undp.org>, "Dmitri Katelevsky" <dmitri.katelevsky@undp.org>,
"Aster Tekabe" <aster.tekabe@undp.org>, "Nato Gzobava" <nato.gzobava@undp.org>, "Sha
Guo" <sha.guo@undp.org>, "Faiza Effendi" <faiza.effendi@undp.org>, "George Kyriacou"
<george.kyriacou@undp.org>, "Advit Nath" <advit.nath@undp.org>, "FBA ALL"
<fba.all@undp.org>, "Sudha Srivastava" <sudha.srivastava@undp.org>, "Lene Jespersen"
<lene.jespersen@undp.org>

Subject: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy - UPDATE

Dear Colleagues,

Further to my email below regarding the reconciliation of fund 11888, we are pleased to provide you with the progress made so far by cost centre as shown in the table below.

With much appreciations, we would like to underscore the significant achievements made in moving 98% of the budgets from this fund to the correct fund codes (30084 and/or 3007x). However, it is noted that only few movements have taken place regarding utilization (expenses and commitments).

Please proceed with the reversal of utilization made against fund 11888 to funds 30084 and 3007x, whichever is applicable. Kindly note that once the budgeted amounts are moved from fund 11888 as a first step, you might face some challenges in moving the expenses and commitments from the same fund. In order to avoid any budget errors, we are proposing the following steps as you work to clear the remaining balances:

1. Create budget revisions for your initial plans that were supposed to be charged to 11888 prior to this policy to the respective fund codes 30084 or 3007x
2. Move the expenses from fund 11888 to fund 30084 or 3007x as deemed necessary
3. For pending commitments, please ensure that receipted portions are vouchered and then move expenses as in point 2 above
4. For outstanding commitments, kindly close them and create new POs under the new budgets (fund codes 30084, 3007x)
5. For assets that are associated with fund 11888, grateful you transfer them to the new fund codes (30084 and 3007x) in consultation with the GSSC
6. After successful completion of the above steps, you can then proceed and zero out your budgets under fund code 11888.

The deadline to complete this exercise has been extended to **Monday 17 October 2016**.

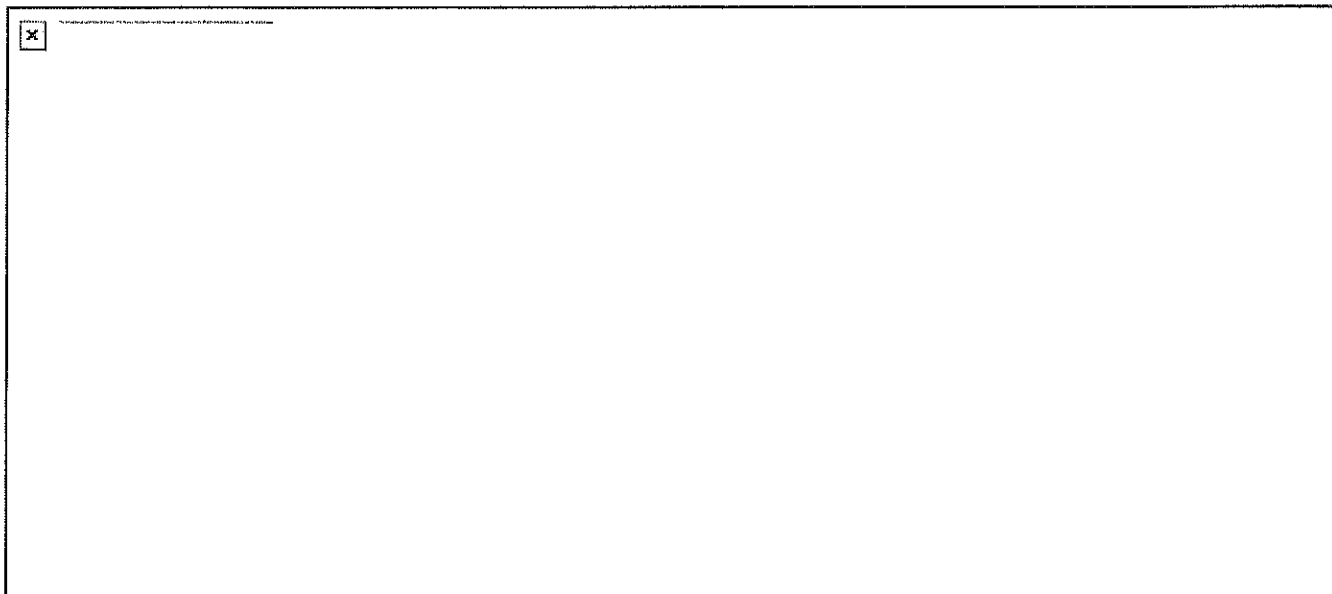
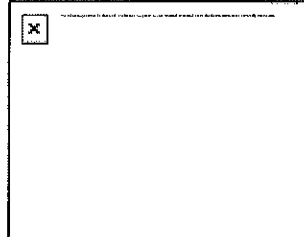
Should you need any support in this process, please do not hesitate to contact your Finance Business Advisor or fba.all@undp.org

We very much appreciate your usual cooperation.

Kind regards,

Amat O. Kebbeh
Financial Resources Advisor
United Nations Development Programme
OFRM/BMS
DC1- 2062
New York, NY, 10017
amat.o.kebbeh@undp.org
Phone +1 212.906.5507

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From: Amat O. Kebbeh

Sent: Wednesday, August 10, 2016 9:30 AM

To: RBAP Deputy Resident Representatives; RBA Deputy Resident Representatives - O; RBAS Deputy Resident Representatives; RBLAC Deputy Resident Representatives; mpn-finance@intranet.undp.org; RBAP Deputy Resident Representatives; RBAP Operations Managers; RBEC Deputy Resident Representatives; RBEC Operations Managers; Karen Vardanyan; Sanjeev Lal

Cc: Sergelen Dambadarjaa; Silvia Morimoto; Karina Servellon; Levan Bouadze; Dmitri Katelevsky; Aster Tekabe; Nato Gzobava; Sha Guo; Faiza Effendi; George Kyriacou; Advit Nath; FBA ALL; Sudha Srivastava; Lene Jespersen

Subject: Country Co-Financing Cost Sharing (11888) | Cleanup related to the implementation of the new policy

Dear Colleagues,

You may notice that the new POPP release from the Associate Administrator includes the new policy on the Country Co-Financing (CCF). Effective 1 January 2016, the policy on CCF POPP prohibits the planning and utilization of resources against the fund code 11888.

We recognize that this changes will trigger some reconciliation to map the resources currently recorded under 11888 to the different fund codes (some Regional Bureaus/COs have already gone far in this reconciliation). The reports attached show the current position of 11888, which require actions at CO to reconcile the fund. Please review the attached spreadsheet

"11888_Cleanup_Exercise_Data_asof9August2016" and take the following actions based on the type of actions indicated in the Column L and in accordance with POPP guidelines:

1. When the type is "Budget", please do a budget revision to reduce the budget to zero;
2. When the type is "Utilization" or "Budget & Utilization",
 - i) Revise the budget and plan your resources against the newly created fund code 30084;
 - ii) Transfer the available resources under fund code 11888 to fund code 30084 using account 51035 for planning purposes;
 - iii) Cleanup the utilization of resources through GLJE for all incurred expenses by reversing the expenses against fund 11888 to fund 30084 using the same expense account 7xxxx and
 - iv) For commitments, please liquidate the outstanding obligations by closing the unused POs made against fund 11888 and raising new POs using fund code 30084 if they represent outstanding obligations; Otherwise, close the POs.

In addition to above actions, please ensure that you review the existing balances provided in the second spreadsheet "11888_Available_Resources_asof9August2016" under fund code 11888 and take the following actions:

3. Carefully review the current balance under fund code 11888 to ensure all sources of entries are traced, identified and mapped to the new fund codes established;
4. No actions are required if the source of the existing balance under fund 11888 is related to interest income and/or unspent balance from the financially closed project;
5. If full or part of the source of income is clearly attributable the Country Programme with known Atlas Output ID, it should be clustered in a separate bucket. The unit should prepare GLJE to transfer these resources from 11888 to the fund code aligned to the type of contributions (for example 30071 for government cost-sharing). The transfer should be credited to the output, fund, donor code (specific Atlas Output ID and donor code is the specific entity who made contribution e.g. Government) using account 51035.
6. If the income is for Country Programme, but not yet earmarked (blanket contribution), the unit should prepare a GLJE to transfer from fund code 11888 to 30083 of the same department using the fund 51035.

Please note that for the purposes of audit trail, the process and all associated documentations (for example project documents, exchange letters with the government, contribution agreements etc.) must be documented and archived for ease of reference. **The deadline for completing this exercise is by cob 30 September 2016.**

Going forward, as already established, COs need to submit request to GSSU KL to create a Revenue Contract in line with existing policies and procedures.

Should you need any support for this exercise, please do not hesitate to contact your respective Finance Business Advisors.

With kind regards,

Amat O. Kebbeh

Financial Resources Advisor

United Nations Development Programme

OFRM/BMS

DC1- 2062

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Amat



Annual Work Plan

Mexico - Mexico City

Project: 00074217
Project Title: Programa de cooperación AMEXCID-PNUD
Year: 2016
Report Date: 14/10/2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			
		Start	End		Fund	Donor	Budget Descr	Amount US\$
00086731 Programa de cooperación AMEXCI	1.FORTALECIMIENTO INS			MEX-SECRETARIA DE RELACIO	30071	SRE	72800 Information Technology Equipm	257.46
				MEX-SECRETARIA DE RELACIO	30071	SRE	72500 Supplies	349.38
				MEX-SECRETARIA DE RELACIO	30071	SRE	74500 Miscellaneous Expenses	400.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	75100 Facilities & Administration	130,704.06
				MEX-SECRETARIA DE RELACIO	30071	SRE	71600 Travel	1,578.79
				MEX-SECRETARIA DE RELACIO	30071	SRE	72100 Contractual Services-Companies	101,054.03
				MEX-SECRETARIA DE RELACIO	30071	SRE	71400 Contractual Services - Individ	1,718,074.31
				MEX-SECRETARIA DE RELACIO	30071	SRE	74100 Professional Services	440.87
				MEX-SECRETARIA DE RELACIO	30071	SRE	72400 Communic & Audio Visual Equip	0.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	71300 Local Consultants	41,585.90
				MEX-SECRETARIA DE RELACIO	30071	SRE	74200 Audio Visual&Print Prod Costs	1,976.87
				MEX-SECRETARIA DE RELACIO	30071	SRE	75700 Training, Workshops and Confe	1,483.28
	2.CENTROS DE EXCELENCIA			MEX-SECRETARIA DE RELACIO	11888	UNDP	74200 Audio Visual&Print Prod Costs	0.00
				MEX-SECRETARIA DE RELACIO	11888	UNDP	74500 Miscellaneous Expenses	0.00
				MEX-SECRETARIA DE RELACIO	11888	UNDP	72500 Supplies	706.70
				MEX-SECRETARIA DE RELACIO	11888	UNDP	73100 Rental & Maintenance-Premises	17,435.28
				MEX-SECRETARIA DE RELACIO	11888	UNDP	71400 Contractual Services - Individ	0.00
				MEX-SECRETARIA DE RELACIO	11888	UNDP	75100 Facilities & Administration	0.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	75100 Facilities & Administration	6,959.52
				MEX-SECRETARIA DE RELACIO	30071	SRE	71400 Contractual Services - Individ	97,621.02
				MEX-SECRETARIA DE RELACIO	11888	UNDP	71600 Travel	0.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	72400 Communic & Audio Visual Equip	19.32
			MEX-SECRETARIA DE RELACIO	11888	UNDP	71300 Local Consultants	0.00	
			MEX-SECRETARIA DE RELACIO	30084	UNDP	73100 Rental & Maintenance-Premises	17,435.28	
			MEX-SECRETARIA DE RELACIO	30071	SRE	72800 Information Technology Equipm	1,781.43	
			MEX-SECRETARIA DE RELACIO	30084	UNDP	72500 Supplies	706.70	
TOTAL								2,140,570.20



Annual Work Plan

Mexico - Mexico City

Project:

00074217

Project Title:

Programa de cooperación AMEXCID-PNUD

Report Date: 14/10/2016

GRAND TOTAL

2,140,570.20



Annual Work Plan

Mexico - Mexico City

Project: 00074217
Project Title: Programa de cooperación AMEXCID-PNUD
Year: 2017
Report Date: 14/10/2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			
		Start	End		Fund	Donor	Budget Descr	Amount US\$
00086731 Programa de cooperación AMEXCI	1.FORTALECIMIENTO INS			MEX-SECRETARIA DE RELACIO	30071	SRE	74200 Audio Visual&Print Prod Costs	50,000.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	74500 Miscellaneous Expenses	9,416.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	75700 Training, Workshops and Confer	16,329.10
				MEX-SECRETARIA DE RELACIO	30071	SRE	75100 Facilities & Administration	139,617.67
				MEX-SECRETARIA DE RELACIO	30071	SRE	74100 Professional Services	1,000.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	72100 Contractual Services-Companies	50,000.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	72500 Supplies	2,000.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	71400 Contractual Services - Individ	1,465,797.47
				MEX-SECRETARIA DE RELACIO	30071	SRE	71300 Local Consultants	400,000.00
				MEX-SECRETARIA DE RELACIO	30071	SRE	71600 Travel	0.00
	2.CENTROS DE EXCELENCIA			MEX-SECRETARIA DE RELACIO	11888	UNDP	73100 Rental & Maintenance-Premises	0.00
				MEX-SECRETARIA DE RELACIO	11888	UNDP	74500 Miscellaneous Expenses	0.00
				MEX-SECRETARIA DE RELACIO	11888	UNDP	75100 Facilities & Administration	0.00
				MEX-SECRETARIA DE RELACIO	30084	UNDP	74500 Miscellaneous Expenses	1,000.00
			MEX-SECRETARIA DE RELACIO	11888	UNDP	72500 Supplies	0.00	
			MEX-SECRETARIA DE RELACIO	30071	SRE	75100 Facilities & Administration	236.74	
			MEX-SECRETARIA DE RELACIO	30084	UNDP	73100 Rental & Maintenance-Premises	21,658.30	
			MEX-SECRETARIA DE RELACIO	30071	SRE	71400 Contractual Services - Individ	3,381.97	
			MEX-SECRETARIA DE RELACIO	30084	UNDP	72500 Supplies	2,000.00	
TOTAL								2,162,437.25
GRAND TOTAL								2,162,437.25