UNITED NATIONS OFFICE FOR PROJECT SERVICES (UNOPS)

INTERNAL AUDIT REPORT

4 March 2024

PROJECT NAME: YEMEN HUMAN CAPITAL PROTECTION PROJECT
PROJECT NUMBER: 23096-001
COUNTRY: YEMEN
AUDITOR: BDO LLP
PERIOD SUBJECT TO AUDIT: 27 September 2021 to 30 June 2022
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Acronyms and abbreviations

IAASB  International Auditing and Assurance Standards Board
IAIG  Internal Audit and Investigations Group
IESBA  International Ethics Standards Board for Accountants
IPSAS  International Public Standard Accounting System
ISA  International Standards on Auditing
PPE  Personal protective equipment
UN  United Nations
UNOPS  United Nations Office for Project Services
US$  United States Dollars
WASH  Water, Sanitation and Hygiene
YEHCP  Yemen Human Capital Protection Project
Executive summary

The engagement context
The Internal Audit and Investigations Group (IAIG) of the United Nations Office for Project Services (UNOPS), through BDO LLP ("the audit firm"), conducted an audit of the project Yemen Human Capital Protection Project ("the project") (oneUNOPS project ID 23096-001), which is implemented and managed by the UNOPS Office in Yemen. The audit firm was under the general supervision by IAIG in conformance with the International Standards for the Professional Practice of Internal Auditing.

The project reported expenditures amounting to US$ 1,236,645 during the period from 27 September 2021 to 30 June 2022. The donor who contributed to the project is the World Bank, through a donation from the International Development Association (IDA).

Audit objectives
The overall objective of the audit was to assess the management of the project operations to obtain reasonable assurance towards the achievement of the project objectives.

The areas of focus included:
   a) Effective, efficient and economical use of resources;
   b) Reliability of reporting;
   c) Safeguarding of assets; and
   d) Compliance with applicable legislation.

The purpose of the audit was to provide reasonable assurance that:
   a) Client/donor contributions and project expenditure are properly accounted for;
   b) Project expenditure was incurred in accordance with the contribution agreement, and is supported by adequate documentation; and
   c) The related financial statements prepared by UNOPS for the year under review present a fair view of the operations.

In particular, the audit firm provided an overall assessment of the operational and internal control systems that are in place for the management of the project so that related transactions are processed in accordance with UNOPS policies and procedures to achieve the project’s objectives.

Audit scope
The audit firm conducted the audit in accordance with International Standards on Auditing issued by the IAASB and UNOPS internal audit practices, and in consideration of the requirements of International Public Sector Accounting Standards (IPSAS).

Audit rating
Based on the audit report and corresponding management letter submitted by the audit firm, IAIG assessed the management of the project as satisfactory which means, "The assessed governance arrangements, risk management practices, and controls were generally established and functioning well. Issues identified by the audit, if any, are unlikely to affect the achievement of the objectives of the audited entity/area". The details of the audit results are presented in Tables 1 and 2.
Table 1: Summary results of the financial audit

<table>
<thead>
<tr>
<th>Project title</th>
<th>Period</th>
<th>Project no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yemen Human Capital Protection Project</td>
<td>27 September 2021 to 30 June 2022</td>
<td>23096-001</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Financial statement</th>
<th>Statement of non-expendable property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount US$</td>
<td>Opinion</td>
</tr>
<tr>
<td>1,236,645</td>
<td>Unmodified</td>
</tr>
<tr>
<td>Amount US$</td>
<td>Opinion</td>
</tr>
<tr>
<td>-</td>
<td>Unmodified</td>
</tr>
</tbody>
</table>

Table 2: Internal control rating summary for project

<table>
<thead>
<tr>
<th>Functional area</th>
<th>Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project management</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Finance</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Procurement and supply chain</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Human resources</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>General administration</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Information and Communications Technology</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>Overall rating of internal control</td>
<td>Satisfactory</td>
</tr>
</tbody>
</table>

Key issues and recommendations

No audit issues or recommendations have been raised.
Operational overview

Yemen Human Capital Protection Project (YEHCP) is a broader World Bank intervention in the area of WASH, with the overall development objective to provide essential health, nutrition, water and sanitation services to the population of Yemen. The Project is being implemented jointly by UNOPS, WHO, and UNICEF as the managing and implementing organizations, where each organization is responsible for several activities based on the project design and the implementation experience.

UNOPS is managing component two under this project under which UNOPS aims to restore access to improved water and sanitation services and strengthen operational capacities of the local councils (i.e. district and local authorities) in urban and rural areas across the country, in order to improve WASH practices for the local communities. The project targets isolation centres, health centres, and local markets and effective response to the COVID-19 pandemic through the provision of PPE and other WASH items.

The audit team extends its appreciation to the management and staff members of the UNOPS office in Yemen for their full cooperation during the audit.
Annex I - Definitions

Standard audit ratings for overall performance of internal control system

Effective 1 January 2017, the internal audit services of UNDP, UNFPA, UNICEF, UNOPS and WFP adopted harmonized audit rating definitions, as described below. IAIG assesses the entity under review as a whole as well as the specific audit areas within the audited entity:

(a) satisfactory (effective),
(b) partially satisfactory (some improvement needed),
(c) partially satisfactory (major improvement needed), and
(d) unsatisfactory (ineffective).

The elements of the rating system take into account the audited office’s internal control system, risk management practices, and their impact on the achievement of office objectives.

The definitions of the ratings are, as follows:

<table>
<thead>
<tr>
<th>Standard rating</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satisfactory (effective)</td>
<td>The assessed governance arrangements, risk management practices and controls were adequately established and functioning well. Issues identified by the audit, if any, are unlikely to affect the achievement of the objectives of the audited entity/area.</td>
</tr>
<tr>
<td>Partially satisfactory (some improvement needed)</td>
<td>The assessed governance arrangements, risk management practices and controls were generally established and functioning, but need some improvement. Issues identified by the audit do not significantly affect the achievement of the objectives of the audited entity/area.</td>
</tr>
<tr>
<td>Partially satisfactory (major improvement needed)</td>
<td>The assessed governance arrangements, risk management practices and controls were established and functioning, but need major improvement. Issues identified by the audit could significantly affect the achievement of the objectives of the audited entity/area.</td>
</tr>
<tr>
<td>Unsatisfactory (ineffective)</td>
<td>The assessed governance arrangements, risk management practices and controls were either not adequately established or not functioning well. Issues identified by the audit could seriously compromise the achievement of the objectives of the audited entity.</td>
</tr>
</tbody>
</table>
Categories for priorities of audit recommendations

The audit observations are categorized according to the priority of the audit recommendations and the possible causes of the issues. The categorized audit observation provides a basis by which the UNOPS country office management is to address the issues.

The following categories of priorities are used:

<table>
<thead>
<tr>
<th>Categories</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>High</strong></td>
<td>Prompt action is considered imperative to ensure that UNOPS is not exposed to high risks (that is, where failure to take action could result in critical or major consequences for the organization).</td>
</tr>
<tr>
<td><strong>Medium</strong></td>
<td>Action is considered necessary to avoid exposure to significant risks (that is, where failure to take action could result in significant consequences).</td>
</tr>
<tr>
<td><strong>Low</strong></td>
<td>Action is considered desirable and should result in enhanced control or better value for money.</td>
</tr>
</tbody>
</table>

Possible causes

The following categories of possible causes are used:

- **Guidelines**: absence of written procedures to guide staff in performing their functions;
  - Lack of or inadequate corporate policies or procedures
  - Lack of or inadequate RO/OC/PC policies or procedures
  - Inadequate planning
  - Inadequate risk management processes
  - Inadequate management structure

- **Guidance**: inadequate or lack of supervision by supervisors;
  - Lack of or inadequate guidance or supervision at the RO/OC/PC level
  - Inadequate oversight by Headquarters

- **Resources**: insufficient resources (funds, skill, staff) to carry out an activity or function;
  - Lack of or insufficient resources (financial, human, or technical resources)
  - Inadequate training

- **Human error**: Un-intentional mistakes committed by staff entrusted to perform assigned functions;
- **Intentional**: intentional overriding of internal controls;
- **Other**: Factors beyond the control of UNOPS.