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Mission de l'Organisation des Nations Unies pour la Stabilisation en République Démocratique du Congo

MONUSCO

United Nations

United Nations Organization Stabilization Mission in the Democratic Republic of the Congo

MEMORANDUM INTERIEUR

INTEROFFICE MEMORANDUM

DATE: 21 August 2012

TO: Ms. Eleanor T. Burns
A: Chief Peacekeeping Audit Service
Internal Audit Division, OIOS

REFERENC: ODMS/12/107

FROM: Paul Buades
DE: for Director of Mission Support, MONUSCO

23/08/12

SUBJECT: OBJECT: **Assignment no. AP2011/620/15 - Audit of Local Committee on Contracts in MONUSCO**

1. Your interoffice memorandum IAD: 12-7-5-7(16) dated 15 Aug 12 refers.

2. Attached please find Mission response in respect of the recommendations in the abovementioned draft report.

3. Copies of the supporting documentation will only be provided to the resident audit office.

Kind regards.

Cc: Mr. Ola Almgren, Chief of Staff, MONUSCO
Mr Garba Assane, Chairperson, Local Committee on Contracts, MONUSCO
Mr. Alain Fortin, Chief Procurement Officer, MONUSCO
Ms. Amy Wong, Programme Officer, Internal Audit Division, OIOS
Mr. Laud Botchwey, Chief Resident Auditor, OIOS

Attachment:
Annex 1- Mission response

ANNEX I

AUDIT RECOMMENDATIONS

Audit of Local Committee on Contracts in MONUSCO

Rec. no.	Recommendation	Critical[1]/ Important[2]	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
1	MONUSCO's Local Committee on Contracts should not recommend approval of procurement actions unless it is fully satisfied with the case presentation.	Important	Yes	Chairperson, LCC	Implemented	Internal control mechanisms have been implemented to ensure that cases are not recommended by the LCC for approval by the DMS until the required documentation is provided or when appropriate answers to questions posed are received. The internal control mechanisms are as follows: • A pending folder containing all deferred cases is maintained in the LCC shared drive called "Deferred cases – 2012" for follow up by the LCC secretaries. (Copy attached) • Once the requested documentation is received, the LCC members deliberate via email to determine whether it is sufficient. (copies of examples were provided to OIOS in response to Detailed Audit Results) • Once the LCC chair and the members agree, the LCC secretary prepares the electronic minutes (copies of examples were already provided to OIOS) based on the electronic exchanges, which are then submitted to the DMS for final approval. In addition to the above controls, the LCC database located in the LCC shared drive contained all the information of deferred cases (excel sheet) and is updated by the respective secretaries on a weekly basis. (Copy attached) Follow-ups are also done with Procurement Section, when required.
2	MONUSCO should	Important	Yes	Chairperson,	Implemented	All the weaknesses of the eCC database have been resolved and the

[1] Critical recommendations address significant and/or pervasive deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance cannot be provided regarding the achievement of control and/or business objectives under review.

[2] Important recommendations address important deficiencies or weaknesses in governance, risk management or internal control processes, such that reasonable assurance may be at risk regarding the achievement of control and/or business objectives under review.

Rec. no.	Recommendation	Critical[1]/ Important[2]	Accepted? (Yes/No)	Title of responsible individual	Implementation date	Client comments
	take action to ensure that the electronic Committee on Contracts database is functioning effectively.			LCC		following action has been taken: • The requirement for multiple access rights has been resolved. • The maximum number of pages that can be uploaded per attachment has been increased to 20 pages and maximum number of attachments to 6. • ECC system can accept all types of cases. • The replication issue was resolved as of February 2012. • A ticket has been raised with UNLB in March 2012 for additional LCC members to be added and pending with Change Management Group. However, this does not have any negative impact on the effective functioning of the LCC as all members have access to the shared LCC folder.

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