

ANNEX I RECOMMENDATIONS

Audit of adequacy of arrangements for closing ICTY field offices in Belgrade, Zagreb and Sarajevo

Para. no.	Recommendation	Critical/ Important	Accepted? (Yes/No)	Implementation date	Client comments
15	ICTY should ensure that arrangements for the liquidation of the Building Management Committee are established as required under the Memorandum of Understanding between the ICTY, the European Union Monitoring Missions and other occupants of the UN House, to facilitate the closure of the Sarajevo field office.	Important	YES	Completion by 31/12/2011	<i>Arrangements for the liquidation of the BMC are currently being addressed together with the EUPM. To this end the CAO visited the FO and met with the CAO of the EUPM, a UN Audit of the BMC bookkeeping will shortly be carried out.</i>
20	ICTY should decide, based on a cost-benefit analysis, on the continued stay of the Sarajevo field office (SFO) in the UN House, considering the SFO's primary objectives, operational costs involved and security requirements, and closure or substantial drawdown of the offices of the European Union Police Mission in Sarajevo that are currently expected by the end of 2011.	Important	YES	Decision will be made by 31/12/2011	<i>The decision to move to smaller premises is still pending although a procurement exercise to find same is ongoing. EUPM have indicated that they will require space only until mid-2012 for a greatly reduced number of their staff and beyond that for only a handful of people. The ICTY, through the BMC, has until now been responsible for the maintenance of the entire building while together EUPM and ICTY have only occupied just less than half of the building, the operational costs of EUR1.3M divided by an occupation rate of about 10% of the entire building may not justify continued occupancy.</i>
23	ICTY should: a) Promptly communicate to the Transport and Logistics Support Unit any movement of ICTY assets from any of the	Important	YES	a) completed b) inventory completed final disposition to be	<i>a) Measures have now been put in place whereby all units involved in the movement and management of assets</i>

	<p>field office to another location for timely recording in the inventory system;</p> <p>b) Treat as assets entrusted to ICTY those assets handed over by the United Nations Mission in Bosnia and Herzegovina, and include their appropriate disposal action in the liquidation plan for the Sarajevo field office; and</p> <p>c) Conduct yearly physical inventory in the field offices.</p>			<p>determined by 31/12/2011</p> <p>c) completed</p>	<p><i>are informed.</i></p> <p><i>b) The Administration is currently carrying out a physical inventory check in the Field Offices and will include the inventory handed over by UNMIBH as ICTY holdings. Appropriate steps will shortly be taken to assess and plan for the final disposition of these assets at the close of the ICTY's tenancy of the building.</i></p> <p><i>c) Annual physical inventory checks are now being performed, and will continue as long as the Field Offices are operative.</i></p>
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ANNEX II
OPPORTUNITIES FOR IMPROVEMENT
Audit of adequacy of arrangements for closing ICTY field offices in Belgrade, Zagreb and Sarajevo

Para. no.	Recommendation	Client comments
17	ICTY could benefit by ensuring that the amount of insurance for occupied office premises is promptly recovered from the Building Management Committee.	<i>ICTY Administration agrees with the comments provided by OIOS, and notes that all outstanding amounts have been recovered.</i>
25	ICTY could benefit from providing guidance on records management and disposal to the field offices in order to facilitate liquidation process upon closure or transfer of the field offices to another location.	<i>ICTY Administration agrees with the comments provided by OIOS, and notes that ARMU will coordinate fully with the Field Office and the related Sections to ensure that closure/transfer of records is done optimally considering any budgetary and logistical limitations which may apply.</i>