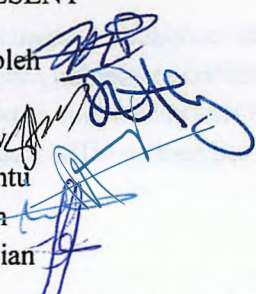


MINUTES OF THE IMPLEMENTING PARTNERS SELECTION COMMITTEE (IPSC) HELD ON
13/08/2019 AT THE SMALL OED BOARDROOM

AGREEMENT: POLISH CENTRE FOR INTERNATIONAL AID

IPSC MEMBERS PRESENT

1. Mohamed Robleh
 2. Dyfed Aubrey
 3. Saidou N'Dow
 4. Ayoub Mebrahtu
 5. Tarek Osseiran
 6. Talar Oskeridjian
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MIN 21/2019 PRELIMINARIES AND BACKGROUND INFORMATION

The meeting was called into session by Dyfed Aubrey at 11:45 am EAT. The purpose of the meeting was to discuss an intended Agreement of Cooperation (AoC) between UN-Habitat and the Polish Centre for International Aid (the Implementing Partner). Tarek Osseiran provided a brief background to the intended AoC wherein he stated that the Implementing Partner, an NGO was sole-sourced by the Ministry of Foreign Affairs, one of the Donors herein. He added that whereas this is the first time the Implementing Partner was entering into such an Agreement with UN-Habitat, the Implementing Partner has a proven track record.

MIN 22/2019 ISSUES RAISED AND DELIBERATIONS

Mohamed started off the deliberation by asking three questions, the first one being whether the requesting office had any supporting documentation for the sole-sourcing and in particular capacity assessment of the Implementing Partner, the second question was how the requesting office intends to ensure value for money, for example by reducing risk inflation of cost, how they assessed individual budget items etc., the third question was whether the project has a procurement budget and if so, whether the same exceeds 50% of the budget.

Ayoub confirmed that the project indeed had a procurement budget and further that the same exceeded 50%. Mohamed advised that they draft a memo directed to the Officer-in-Charge, Management and Operations Division providing justification for the 50% + procurement budget and seeking an exemption thereof.

Saidou then asked how much money had been received from the Donor. Ayoub replied that UN-Habitat received a total of US\$1.315 Million and that the remaining amount will be used for human resources and operational costs. Saidou then advised that in future, UN-Habitat should not be quick to accept the Donor's recommendation for the Implementing Partner. He added that Implementing Partners should always be selected based on their capacity to implement the Project. Ayoub assured the members that the Implementing Partner is highly competent and able to deliver on the project. He added that the budget was developed by UN-Habitat, thereby eliminating the risk of budget inflation.

Dyfed then wanted to know whether there was anything in writing to justify the sole-sourcing, particularly against other local and international NGO's. Ayoub replied that some documents were

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provided as part of the attachments. He however noted that some of these documents are in Polish and there are no accompanying English translations.

Mohamed then asked whether the requesting office had conducted formal capacity assessment. The requesting office confirmed that they did and they committed to sending the same to all the members. Mohamed then asked how they intended to formally assess the procurement capacity and whether they had any systems in place to ensure value for money. The requesting office committed to providing that information to the members once the information is ready.

MIN 22/2019 ENDORSMENT

The members of the IPSC agreed to endorse the Agreement of Cooperation subject to submission of a capacity assessment, proof of value for money and a waiver.

MIN 23/2019 ADJOURNMENT

There being no other matter to be discussed, the meeting was adjourned at 11:55 am EAT.