



OFFICE OF INTERNAL OVERSIGHT

Management Response and Actions

IOM Country Office Kyiv

Audit File No. UA202301

The IOM Office of Internal Oversight (OIO) conducted an internal audit of the IOM Kyiv (the “Country Office”) from 19 to 29 September 2023. The audit assessed the governance, risk management, and internal control framework of the Country Office’s activities, to ensure these are well understood and controlled by the IOM senior management and the country-level management and staff as applicable. The audit covered the activities of the Country Office from January 2022 to August 2023. The executive summary report is public and can be accessed through the IOM’s global [website](#) per the provisions of Internal Bulletin 78 on Public Disclosure of audit results.

The OIO – Internal Audit assessed the Office as **partially effective, major improvements needed** and raised 30 audit observations and recommendations, out of which 17 of very high and high priority. As of 15 July 2024, 4 out of the 17 recommendations have been assessed as implemented.

Due to the complexity of most of the recommended action, a detailed management action plan has been put in place in continuous coordination with Internal Audit. Most management action is expected to be implemented by the end of 2024, further to the latest consultation with the Country Office and relevant Headquarters Units.

The below report provides an explanation of the actions taken since the 2023 audit and the current status of the internal audit recommendations.

Management Response and Actions to the Internal Audit Report of UA202301 – IOM Kyiv

I. Office Governance

Management and Administration

Observation No. 1: Internal control environment and oversight by Country Office senior management needs strengthening

Implementation On-going

Mission’s Response: Contingent on management action relevant to other recommendations.

Revised completion date: 31 December 2024

Observation No. 2: Funding received not aligned with capacity to implement

Implementation On-going

Mission's Response: The Mission has created an updated budget monitoring document shared biweekly with Project Managers to track funding and its administration. Training on this document and tracking was provided by Resource Management Unit. Mission also has sustainability document for Staff and Office planning, including pipeline funding. Project Managers nominated for new fund management.

Revised completion date: 31 December 2024

Observation No. 3: Delegation of Authority needs improvement

Recommendation assessed as Implemented

Risk Management

Observation No. 5: Poor Country Office Risk Management

Implementation On-going

Mission's Response: Pending completion of updated risk registry and recruitment of risk management officer, consult the management review report in lieu of expert team.

Revised completion date: 31 December 2024

Standards of Conduct and Fraud Prevention

Observation No. 6: Relatives in the Workplace and Conflict of Interest Declarations

Closed

Mission's Response: Recommendation for country office – Implemented. Policy amendment needed at Headquarters.

Revised completion date: 31 December 2024

Gender and Diversity

Observation No. 9: Capacity of upgraded staff including gender representation

Implementation On-going

Mission's Response: *Revised completion date: 31 December 2024*

II. Resources Management

Human Resources

Observation No. 11: Organization Structure in need of Enhancement

Implementation On-going

Mission's Response: In progress (plans ongoing and visit of Department of Human Resources planned in August).

Revised completion date: 31 December 2024

Financial Management

Observation No. 14: Excessive Recoding

Implementation On-going

Mission's Response: *Revised completion date: 31 December 2024*

Observation No. 15: Cash based intervention internal controls need to be strengthened

Implementation On-going

Mission's Response: First two recommendations completed at country level. Pending third part of the recommendation on establishing standard operating procedures.

Revised completion date: 30 September 2024

Supply Chain Management

Observation No. 17: Goods Receipt Posted in Advance

Implementation On-going

Mission's Response: *Revised completion date: 30 September 2024*

Observation No. 18: Lack of adherence to Procurement Process Review

Recommendation assessed as implemented.

Observation No. 19: Lease Agreements in Kyiv in need of improvement

Implementation On-going

Mission's Response: In progress.

Revised completion date: 30 September 2024

III. Programmes and Operations

Observation No. 23: Implementing Partners management

Implementation On-going

Mission's Response: In progress. Full restructuring is ongoing. Continuing pre-selection, Prevention of Sexual Exploitation and Abuse capacity assessment enhanced, Implementing Partner Selection Committee matrix, Implementing Partner's monitoring and risk framework, mission Implementing Partner's working group, some process flow documents and standard operating procedures on selection Implementing Partner finance, roles and responsibilities.

Revised completion date: 31 December 2024

Observation No. 24: Lack of Project Ownership

Implementation On-going

Mission's Response: In progress. For new projects, there are dedicated Project Managers responsible for overall management and approvals.

Revised completion date: 31 December 2024

Observation No. 25: Weak Project Management, Implementation and Monitoring

Implementation On-going

Mission's Response: In progress. Project development flows are currently being drafted. Trackers are in place, closing meetings, budget monitoring, shared biweekly. Big backlog exists due to activity in 2022 and 2023 and related recoding. Need for additional verification, including on SN.0170.

Revised completion date: 30 September 2024

Observation No. 26: Lack of No Cost Extension

Recommendation is assessed as Implemented.

Observation No. 27: Donor Reporting in need of improvement

Implementation On-going

Mission's Response: In progress. Draft reporting flow developed for mission.

Revised completion date: 30 September 2024

OIO/Internal Audit Comment:

Internal Audit is closely monitoring the management action to address the recommendations and is encouraging the Office and IOM senior management to continue the effort within the agreed timelines.