ILO - Implementation Agreement Expenditure Report

Title of Implementation Agreement:			
Name of the Implementing Partner:			
Agreement Currency and Amount in figures and words:			
Implementation Agreement Duration	**From (day-month-year):**	**To (day-month-year):**	
Period Covered by this Report	**From (day-month-year):**	**To (day-month-year):**	

	Funding received from ILO	Date	Amount US Dollars	Amount Currency
	Ist Payment		0	0
	2nd Payment		0	0
	3rd payment		0	0
A	**Total payments**		0	0

	Expenditure incurred			**Total Expenditure incurred to date**	**Total Expenditure previously reported**	**Expenditure incurred for this Period**	
				Currency DATE	*Currency DATE*	*Currency*	
	Outcome	Output	Activity				
	Outcome 1	Output 01 01	Activity 010101	-	-	-	
			Activity 010102	-	-	-	
		Output 01 02	Activity 010201	-	-	-	
			Activity 010202	-	-	-	
	Outcome 2	Output 02 01	Activity 020101	-	-	-	
		Output 02 02	Activity 020201	-	-	-	
	Outcome 3	Output 03 01	Activity 030101	-	-	-	
		Output 03 02	Activity 030201	-	-	-	
B	**Total**			-	-	-	-
C = A - B	**Excess (deficit) of income over expenditure**						-

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D Additional funding requested (as per payment schedule in agreement)

I declare that:
1. The costs identified above are directly related to the resources used for the outcomes of this agreement as defined in the Agreement.
2. A narrative report outlining the activities delivered utilising the resources has been provided to the ILO.
3. There is a complete accounting record and supporting documentation to justify the information supplied.
4. All supporting information for the above transactions will be made available to the ILO or its External Auditors on request.
5. The funding requested for the next payment is required to meet the obligations for the next period of delivery to meet the agreed outcomes.

Signature

Name and position of the responsible official of the Implementing Partner

Date

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To be completed by the ILO Office:

	In Agreement Currency		In USD
1. Total amount of the Implementation Agreement			
2. Total amounts paid since the starting of the Implementation Agreement: total column in USD and in Agreement Currency.	-		$0.00
3. Balance in favour of the Implementing Agent = (1 - 2)	-		-
4. Total APPROVED expenditure since the starting of the Implementation Agreement in Agreement Currency.	-		
5. Balance due to/from the Implementing Partner as per approved expenditure (4 - 2)	-		
6. Un Rate of Exchange at the time of making the payment		1.00000	
7. Amount due as final payment to the implementing partner *	-		-

8. I confirm that all narrative reports have been received as required by the Implementation Agreement and that they provide assurance for additional/final payments to be released.

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Name & Signature of responsible ILO official **Date**

<u> Note on how to determine the Final Payment due to/from the Implementing Partner.</u>*

1. It is important to understand that an Implementation Agreement establishes the ILO's maximum financial liability to the Implementing Partner in their execution of the Implementation Agreement. It does not guarantee that this maximum amount will be paid out.

2. When calculating the final payment, it is important to remember the Implementing Partner does not hold an agreement that guarantees payment of the total value of the Implementation Agreement. The agreement defines a series of advance and progress payments that over the course of the Implementation Agreement will total 95% of the total value of the Agreement.It is expected that the Implementing Partner will use their own funds to complete the remaining part of the agreement and the balance due will be paid on succesful completion of the Agreement.

3. The final payment should be the lesser of 5% or the balance due to reimburse the Implementing Partner for its expenses.