Memorandum of Understanding
between the United Nations and
the United Nations Development Programme
regarding the Operational Aspects
of the UN COVID-19 Response and Recovery Fund

This Memorandum of Understanding (MOU) is concluded between the United Nations, represented by the Executive Office of the Secretary-General and the United Nations Development Programme (UNDP), represented by its Multi-Partner Trust Fund Office (MPTF Office). The United Nations and UNDP are hereinafter collectively referred to as the “Participants.”

WHEREAS, the United Nations Secretary-General launched the United Nations System Response to the COVID-19 Pandemic to unite efforts of all concerned UN Entities and act as a platform for inter-agency coordination of COVID-19 Pandemic;

WHEREAS, under the Terms of Reference (“TOR”) for the UN COVID-19 Response and Recovery Fund (of “Fund”) dated 31 March 2020, as may be amended from time to time, attached hereto as Annex A, and incorporated herein by reference into this MOU, the MPTF Office has been requested by the Secretary-General to serve as the Fund Administrative Agent, responsible for the administration of the Fund, under the overall direction and guidance of the Designate of the Secretary-General for the COVID-19 MPTF, starting from April 2020 (“start date”) to April 2022 (“end date”).

WHEREAS, UNDP is willing and able to administer the UN COVID-19 Response and Recovery Fund in accordance with this MOU and the TOR for the UN COVID-19 Response and Recovery Fund;

WHEREAS, relevant United Nations System Organizations will participate in the Fund as Recipient UN Organizations signing the standard Recipient UN Organization MOU attached hereto as ANNEX C; and

WHEREAS, UNDP will also participate in the UN COVID-19 Response and Recovery Fund as a Recipient UN Organization, signing the standard RUNO MOU, which role is separate and distinct from its Administrative Agent functions related to the Fund.

NOW, THEREFORE, the Participants agree as follows:

Section I
The Roles of Designate of the Secretary-General for the COVID-19 MPTF and the Administrative Agent

Responsibilities of the Designate of the Secretary-General for the COVID-19 MPTF:
Working under the overall guidance of the Deputy Secretary-General/UNSDG Chair, the 
Designate of the Secretary-General for the COVID-19 MPTF will have the following 
responsibilities:

1. Oversight and strategic direction of the Fund and mobilization of its resources in 
accordance with the TOR;

2. Approval of project proposals, after technical review undertaken by the Fund 
Secretariat and making funding decisions;

3. Provide updates twice a year to the UNSDG on the activities of the Fund;

4. Receipt and review of the periodic and annual progress narrative and financial 
reports prepared by the Fund Secretariat and the Administrative Agent.

Responsibilities of the Administrative Agent

5. The United Nations hereby appoints the MPTF Office in UNDP (hereinafter 
referred to as the “Administrative Agent”) to serve as its Administrative Agent in 
connection with the Fund, in accordance with the terms and conditions set out in this 
Memorandum of Understanding. The Administrative Agent accepts this appointment on 
the understanding that the Recipient UN Organizations assume full programmatic and 
financial accountability for the funds disbursed to them by the Administrative Agent. This 
appointment will continue until it expires, or is terminated, in accordance with Section VIII 
below.

6. The Administrative Agent will be accountable for effective and impartial fiduciary 
management and financial reporting, and on behalf of United Nations, the Administrative 
Agent will:

   a) Receive contributions from donors that wish to provide financial support to the 
Fund;

   b) Administer such funds received, in accordance with this Memorandum of 
Understanding and the Administrative Arrangement (as defined below in paragraph 
7 of this Section) including the provisions relating to winding up the Fund Account 
and related matters;

   c) Conclude a standard Memorandum of Understanding with each Recipient UN 
Organization wishing to support the implementation of activities for which they 
will receive funds from the Fund, incorporating this Memorandum of 
Understanding and the Terms of Reference;

   d) Subject to availability of funds, disburse such funds to each of the Recipient 
Organizations in accordance with decisions from the Designate of the Secretary-
General for the COVID-19 MPTF, taking into account the budget set out in the approved programmatic document¹.

(e) Ensure consolidation of statements and reports, based on submissions provided by each Recipient Organization, as set forth in the TOR, and provide these to each donor, that has contributed to the Fund and to the Designate of the Secretary-General for the COVID-19 MPTF;

f) Provide final reporting, including notification that the Fund has been operationally completed, in accordance with Section IV below;

g) Disburse funds to any Recipient Organization for any additional costs of the tasks that the Designate of the Secretary-General for the COVID-19 MPTF may decide to allocate (as referred to in Section I, paragraph 3 below) in accordance with the TOR.

7. The Administrative Agent will enter into a Standard Administrative Arrangement, in the form attached hereto as ANNEX B (hereinafter referred to as an “Administrative Arrangement”), with each donor that wishes to provide financial support to the Fund. The Administrative Agent will ensure the posting of a copy of the template Administrative Arrangement, as well as information on donor contributions, on the website of the Administrative Agent (http://mptf.undp.org/factsheet/fund/COV00), as well as the website of the Executive Office of the Secretary-General (www.un.org), as appropriate.

7. The United Nations will not be responsible for the acts or omissions of the Administrative Agent or its personnel, or of persons performing services on its behalf, except in regard to its respective contributory acts or omissions. With respect to contributory acts or omissions of the United Nations, the resulting responsibility will be apportioned among them/the Participants or any one of them to the extent of such contributory acts or omissions, or as may otherwise be agreed. In addition, donors will not be responsible or liable for the activities of the Participants as a result of this Memorandum of Understanding.

8. The Administrative Agent will be entitled to allocate an administrative fee of one percent (1%) of the amount contributed by each donor signing an Administrative Arrangement, to meet the Administrative Agent’s costs of performing the Administrative Agent’s functions described in this Memorandum of Understanding.

9. Where the Administrative Agent is also a Recipient Organization, a clear delineation, including distinct reporting lines and an accountability framework, will be established and maintained within the organization designated as the Administrative Agent between its functions as an Administrative Agent and its functions as a Recipient Organization.

¹ As used in this document, an approved programmatic document refers to an annual work plan or a programme/project document, etc., which is approved by the Designate of the Secretary-General for the COVID-19 MPTF for fund allocation purposes.
10. The Administrative Agent will be entitled to charge to the Fund a direct cost charge in an amount(s) consistent with then-current UNDG guidance to cover the cost of continuing to render Administrative Agent functions if and when the United Nations agrees to extend the Fund beyond the End Date with no further contribution(s) to the Fund.

Section II
Financial Matters

The Administrative Agent

1. The Administrative Agent will establish a separate ledger account under its financial regulations and rules for the receipt and administration of the funds received pursuant to the Administrative Arrangement (hereinafter referred to as the “Fund Account”). The Fund Account will be administered by the Administrative Agent in accordance with the regulations, rules, policies and procedures applicable to it, including those relating to interest.

2. The Administrative Agent will not absorb gains or losses on currency exchanges which will increase or decrease the funds available for disbursements to Recipient Organizations.

3. Subject to the availability of funds, the Administrative Agent will make disbursements from the Fund Account in accordance with decisions from the Designate of the Secretary-General for the COVID-19 MPTF, in line with the budget set forth in the approved programmatic document. The disbursements will consist of direct and indirect costs as set out in the budget.

4. The Administrative Agent will normally make each disbursement within five (5) business days after receipt of the relevant approved programmatic document, in accordance with the decisions received from the Designate of the Secretary-General for the COVID-19 MPTF, in line with the TOR, along with a copy of the relevant approved programmatic document, signed by all the parties concerned. The Administrative Agent will transfer funds to each Recipient Organization through wire transfer. Each Recipient Organization will advise the Administrative Agent in writing of the bank account for transfers pursuant to the relevant agreement between the AA and Recipient Organizations. When making a transfer to a Recipient Organization, the Administrative Agent will notify that Recipient Organization’s Treasury Operations of the following: (a) the amount transferred, (b) the value date of the transfer; and (c) that the transfer is from MPTF Office in respect of the UN COVID-19 Response and Recovery Fund pursuant to the relevant agreement between the AA and the Recipient Organization.

5. Where the balance in the Fund Account on the date of a scheduled disbursement is insufficient to make that disbursement, the Administrative Agent will consult with the Designate of the Secretary-General for the COVID-19 MPTF and make a disbursement, if any, in accordance with the Designate of the Secretary-General for the COVID-19 MPTF’s decisions.
Section III
Activities of the Recipient Organizations

1. Recipient UN Organizations that have concluded the Memorandum of Understanding as set forth in ANNEX C will be responsible for the implementation of the programmatic activities described in the approved programmatic document, and each Recipient UN Organization will carry out programmatic activities in accordance with its own applicable regulations, rules, policies and procedures including those relating to procurement as well as the selection and assessment of implementing partners. Accordingly, personnel will be engaged and administered, equipment, supplies and services purchased, and contracts entered into in accordance with the provisions of such regulations, rules, policies and procedures.

Section IV
Reporting

1. The Administrative Agent will provide the Designate of the Secretary-General for the COVID-19 MPTF and Donors with the following reports, based on reports provided to the Administrative Agent by each Recipient Organization:

(a) Statements of donor commitments, deposits and transfers to Recipient Organizations and other financial information, available in real time directly from the publicly accessible MPTF Office GATEWAY (http://mptf.undp.org/factsheet/fund/COV00);

(b) Consolidated Annual Financial Report on activities implemented under the Fund as of 31 December, to be provided no later than 31 May after the end of the calendar year; and

(c) Consolidated Final Financial Report, after the completion of all project activities financed from the Fund and including the final year of the project activities, to be provided no later than 31 May of the year after the end of the calendar year in which the financial closing of the Fund occurs.

2. The Fund Secretariat will provide the Designate of the Secretary-General for the COVID-19 MPTF and the Donors with the following reports, based on submissions provided to the Fund Secretariat by each Recipient Organization:

(a) Annual consolidated narrative progress reports, based on annual narrative progress reports received from Recipient Organizations, to be provided no later than five months (31 May) after the end of the calendar year;

(b) Final consolidated narrative report, based on final narrative reports received from Recipient Organizations after the completion of the activities in the approved programmatic document and including the final year of the activities in the approved programmatic document, to be provided no later than six
months (30 June) after the end of the calendar year in which the operational closure of the Fund occurs. The final consolidated narrative report will contain a summary of the results and achievements compared to the goals and objectives of the Fund.

3. The Administrative Agent will also provide the Designate of the Secretary-General for the COVID-19 MPTF and Donors, with the following statements on its activities as Administrative Agent:

(a) Certified annual financial statement (“Source and Use of Funds” as defined by UNDG guidelines) to be provided no later than five months (31 May) after the end of the calendar year; and

(b) Certified final financial statement (“Source and Use of Funds”) to be provided no later than five months (31 May) after the end of the calendar year in which the financial closing of the Fund occurs.

4. Consolidated reports and related documents will be posted online on the Fund webpage on the MPTF Office GATEWAY.

Section V
Monitoring and Evaluation

Monitoring

1. Monitoring of the Fund will be undertaken in accordance with the TOR. The Participants and the donor(s) will hold consultations at least annually, as appropriate, to review the status of the Fund. In addition, the Participants and the donor(s) will discuss any substantive revisions to the Fund, and promptly inform each other about any significant circumstances and major risks, which interfere or threaten to interfere with the successful achievement of the outcomes outlined in the TOR, financed in full or in part through contributions from the donor(s).

Evaluation

2. Evaluation of the Fund including, as necessary and appropriate, joint evaluation by the Participants, the donor(s), and other partners will be undertaken in accordance with the TOR.

3. The Designate of the Secretary-General for the COVID-19 MPTF and the UN COVID-19 Response and Recovery Fund Advisory Committee will recommend a joint evaluation if there is a need for a broad assessment of results at the level of the Fund or at the level of an outcome within the Fund. The joint evaluation report will be posted on the website of the UN (www.un.org) and the Administrative Agent (http://mptf.undp.org/factsheet/fund/COV00).

4. In addition, the Participants recognize that the donor(s) may, separately or jointly with other partners, take the initiative to evaluate or review their cooperation with the
Administrative Agent, the Designate of the Secretary-General for the COVID-19 MPTF and the Recipient Organizations with a view to determining whether results are being or have been achieved and whether contributions have been used for their intended purposes. The Participants and the Recipient Organizations will be informed about such initiatives, will be consulted on the scope and conduct of such evaluations or reviews and will be invited to join. The Participants and the Recipient Organizations will upon request assist in providing relevant information within the limits of their regulations, rules, policies and procedures. All costs will be borne by the respective donor, unless otherwise agreed. It is understood by the Participants and the Recipient Organizations that such evaluation or review will not constitute a financial, compliance or other audit of the Fund including any programmes, projects or activities funded under the Standard Memorandum of Understanding with the Recipient Organizations.

Section VI
Audit

External and Internal Audit

1. The activities of the Administrative Agent, each Recipient UN Organization, in relation to the Fund will be exclusively audited by their respective internal and external auditors in accordance with their own financial regulations and rules or equivalent. The corresponding external and internal audit reports will be disclosed publicly unless the relevant policies and procedures of each of the relevant Recipient Organizations and the Administrative Agent provide otherwise.

Joint Internal Audits

2. The Internal Audit Services of the Participants and Recipient UN Organizations involved in the Fund may consider conducting joint internal audits thereof in accordance with the Framework for Joint Internal Audits of UN Joint Activities, including its risk-based approach and provisions for disclosure of internal audit reports related to the Fund. In doing so, the Internal Audit Services of the Participants and Recipient UN Organizations will consult with the Designate of the Secretary-General for the COVID-19 MPTF.

Cost of Internal Audits

3. The total costs of internal audit activities in relation to the Fund will be borne by the Fund.

Audits of Implementing Partners

4. The part of the contribution transferred by a Recipient Organization to its implementing partners for activities towards the implementation of the Fund will be audited as provided under that Recipient Organization’s financial regulations and rules, as
well as its policies and procedures. The disclosure of the corresponding audit reports will be made according to the policies and procedures of that Recipient Organization.

Section VII
Sexual Exploitation and/or Sexual Abuse, and/or Sexual Harassment

1. The Participants have zero tolerance for and are firmly committed to take all necessary measures to prevent and address instances of sexual exploitation and sexual abuse in programming activities, and sexual harassment. The Administrative Agent and the Recipient UN Organizations recognize that it is important that all United Nations staff, individual contractors, implementing partners, vendors and any third parties which are involved either in joint activities or in those of the Administrative Agent or Recipient UN Organization (such individuals and entities being hereinafter referred to, together as the “Individuals/Entities”, and individually as the “Individual/Entity”) will adhere to the highest standards of integrity and conduct as defined by each relevant UN organization. The Individuals/Entities will not engage in Sexual Exploitation, Sexual Abuse and Sexual Harassment, as defined below.

2. Definitions:
   (a) “Sexual Exploitation” means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another;
   (b) “Sexual Abuse” means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions; and
   (c) “Sexual Harassment” means any unwelcome conduct of a sexual nature, that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment. Sexual harassment may occur in the workplace or in connection with work. While typically involving a pattern of conduct, sexual harassment may take the form of a single incident. In assessing the reasonableness of expectations or perceptions, the perspective of the person who is the target of the conduct shall be considered.

3. Investigation and reporting:
   (a) Investigation:
      (i) Investigations of allegations of Sexual Exploitation and/or Sexual Abuse arising in programmatic activities funded by the Fund, will, where appropriate, be carried out by the Investigation Service of the relevant Recipient UN Organization in accordance with its rules, regulations, policies and procedures. Where the implementing partner of that funded activity and its responsible parties, sub-recipients and other entities engaged to provide services in relation to programmatic activities are UN Organizations, investigations of such allegations will be carried
out by the Investigation Service of the relevant UN Organization in accordance with their rules, regulations, policies and procedures. In cases where the relevant Recipient UN Organization is not conducting the investigation itself, the relevant Recipient UN Organization will require that the implementing partner of that funded activity and its responsible parties, sub-recipients and other entities engaged to provide services in relation to programmatic activities, investigate allegations of Sexual Exploitation and Sexual Abuse credible enough to warrant an investigation.

(ii) Where a potential subject of an investigation is contracted by more than one UN Organization involved in the Fund, the Investigation Services of the UN Organizations concerned (Administrative Agent or Recipient UN Organization) may consider conducting joint or coordinated investigations, determining which investigation framework to use.

(iii) Investigations of allegations of Sexual Harassment by UN staff and personnel involved in the Fund and contracted by the Administrative Agent and/or each Recipient UN Organization will be carried out by the Investigation Service of the relevant UN Organization in accordance with its rules, regulations, policies and procedures.

(b) Reporting on allegations investigated by Recipient UN Organisations and their implementing partners

(i) The Designate of the Secretary-General for the COVID-19 MPTF, the Administrative Agent of the Fund and the Donors will be promptly notified of allegations of Sexual Exploitation and/or Sexual Abuse received/under investigation by the Recipient UN Organization, as well as of any allegations credible enough to warrant an investigation received from the Recipient UN Organization’s implementing partners, through the Secretary-General’s reporting mechanism on Sexual Exploitation and Sexual Abuse (the “Report”)\(^2\), without prejudice to the status of the Recipient UN Organisation.

(ii) The Recipient UN Organizations that do not participate in the Report will promptly notify the Designate of the Secretary-General for the COVID-19 MPTF, the Administrative Agent of the Fund and the Donors of allegations of Sexual Exploitation and/or Sexual Abuse received/under investigation by any such Recipient UN Organization through their normal method of reporting of such matters to their relevant governing bodies.

(c) Reporting on credible allegations and measures taken following an investigation:

(i) The Designate of the Secretary-General for the COVID-19 MPTF, the Administrative Agent of the Fund and the Donors will be promptly notified of credible allegations of Sexual Exploitation and/or Sexual Abuse investigated by the Recipient UN Organization, as well as of any credible allegations that have been

\(^2\) The level of detail of information included in the Report at different stages of the investigation process can be seen at [https://www.un.org/preventing-sexual-exploitation-and-abuse/content/data-allegations-un-system-wide](https://www.un.org/preventing-sexual-exploitation-and-abuse/content/data-allegations-un-system-wide). Information is published both in real time and through monthly reports.
investigated by and received from the Recipient UN Organization’s implementing partners, through the Report.

(ii) In those cases where the respective Recipient UN Organization determined that a case would have significant impact on a Recipient UN Organization’s partnership with the Fund and/or with the Donor(s), the Recipient UN Organization(s) will promptly provide information containing the level of detail as found in the Report, on the results of their investigation(s) or the investigations conducted by its implementing partners that they are aware of, with respect to the cases in the Report relating to the activities funded by the Fund, which resulted in a finding of Sexual Exploitation and/or Sexual Abuse, to the Administrative Agent and the Designate of the Secretary-General for the COVID-19 MPTF. Following such receipt of information on the results of the investigation(s), it is the responsibility of the Administrative Agent to communicate promptly with the relevant integrity / investigation offices (or equivalent) of the Donor.

(iii) Following a determination of a credible allegation of Sexual Exploitation and/or Sexual Abuse, each Recipient UN Organization will determine what contractual, disciplinary and/or administrative measures, including referral to national authorities, may be taken as a result of an investigation, according to its internal regulations, rules, policies and procedures on disciplinary and/or administrative measures, as appropriate. The Recipient UN Organization(s) concerned will share information on measures taken as a result of the credible allegation of Sexual Exploitation and/or Sexual Abuse in its programmatic activities financed by the Fund with the Administrative Agent and the Designate of the Secretary-General for the COVID-19 MPTF through the Report.

(iv) With respect to credible allegations of Sexual Harassment (regarding Recipient UN Organization’s internal activities) the relevant Recipient UN Organization will share information on measures taken with the Administrative Agent, the Designate of the Secretary-General for the COVID-19 MPTF and the Donors of the Fund through their regular reporting to their relevant governing bodies. The Administrative Agent will share information on measures taken as a result of its own investigation which resulted in a finding of credible allegation of Sexual Harassment regarding its internal activities, with the Designate of the Secretary-General for the COVID-19 MPTF and the Donors of the Fund through its regular reporting to its relevant governing body.

4. Any information provided by Recipient UN Organizations in accordance with the foregoing paragraphs, will be shared in accordance with their respective regulations, rules, policies and procedures and without prejudice to the safety, security, privacy and due process rights of concerned individuals.

Section VIII
Communication and Transparency

1. Subject to the regulations, rules, policies and procedures of the Participants and the Recipient Organizations, each Participant will take appropriate measures to publicize the Fund and to give due credit to the other Participant and Recipient Organizations.
Information given to the press, to the beneficiaries of the Fund, all related publicity material, official notices, reports and publications, will highlight the results achieved and acknowledge the role of the Host Government, the donors, the Recipient Organizations, the Participants and any other relevant entities. In particular, the Participants will include and ensure due recognition of the role of each Recipient Organization and national partner in all external communications relating to the Fund.

2. The Participants in consultation with the Recipient Organizations will ensure that decisions regarding the review and approval of the Fund as well as periodic reports on the progress of implementation of the Fund are posted, where appropriate, for public information on the websites of the Executive Office of the Secretary-General (www.un.org) and the Administrative Agent (http://mptf.undp.org). Such reports and documents may include UN COVID-19 Response and Recovery Fund approved programmes and programmes awaiting approval, fund level annual financial and progress reports and external evaluations, as appropriate.

3. The Participants and the Recipient Organizations are committed to principles of transparency with regard to the implementation of the Fund, consistent with their respective regulations, rules, policies and procedures. The donors, the Participants, Recipient Organization and the Host Government, if applicable, shall consult prior to publication or release of information regarded as sensitive.

Section IX
Expiration, Modification, Termination and Unspent Balances

1. This Memorandum of Understanding will expire upon the delivery to the donor(s) of the certified final financial statement pursuant to Section IV, paragraph 3 (b).

2. This Memorandum of Understanding may be modified only by written agreement between the Participants.

3. Either of the Participants may withdraw from this Memorandum of Understanding upon giving thirty (30) days’ written notice to the other Participant to this Memorandum of Understanding subject to the continuance in force of paragraph 5 below for the purpose therein stated.

4. The Administrative Agent’s appointment may be terminated by the Administrative Agent (on the one hand) or by the United Nations (on the other hand) on thirty (30) days’ written notice to the other Participant, subject to the continuance in force of paragraph 5 below for the purpose therein stated. In the event of such termination, the Participants will agree on measures to bring all activities to an orderly and prompt conclusion so as to minimize costs and expense.

5. Commitments assumed by the Participant under this Memorandum of Understanding will survive the termination of this Memorandum of Understanding or the termination of the Administrative Agent or withdrawal of the United Nations to the extent necessary to permit the orderly conclusion of the activities and the completion of final
reports, the withdrawal of personnel, funds and property, the settlement of accounts between the Administrative Agent and Recipient Organizations hereto and the settlement of contractual liabilities that are required in respect of any subcontractors, consultants or suppliers.

6. Any balance remaining in the individual Recipient Organizations’ separate ledger accounts after operational completion of the activities for which they are responsible under the approved programmatic document will be returned to the Fund Account as soon as administratively feasible and before financial closure of those activities. Any balance remaining in the Fund Account upon completion of the Fund will be used for a purpose mutually agreed upon or returned to the donor(s) in proportion to their contribution to the Fund as decided upon by the donor(s) and the Designate of the Secretary-General for the COVID-19 MPTF.

Section X
Notices

1. Any action required or permitted to be taken under this Memorandum of Understanding may be taken on behalf of the Administrative Agent by the Executive Coordinator of the MPTF Office, or his or her designated representative and on behalf of the United Nations by the Designate of the Secretary-General for the COVID-19 MPTF, or his or her designated representative.

2. Any notice or request required or permitted to be given or made in this Memorandum of Understanding will be in writing. Such notice or request will be deemed to be duly given or made when it will have been delivered by hand, mail or any other agreed means of communication to the Participant to which it is required to be given or made, at such Participant’s address specified in ANNEX D to this Memorandum of Understanding or at such other address as the Participant will have specified in writing to the Participant giving such notice or making such request.

Section XI
Entry into Effect

This Memorandum of Understanding will come into effect upon signature thereof by the Participants and will continue in effect until it expires or is terminated.

Section XII
Settlement of Disputes

The Participants will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Memorandum of Understanding or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either Participant has notified the other Participant of the nature of the dispute, controversy or claim and of the measures
which should be taken to rectify it, will be resolved through consultation between the Administrator of UNDP (for UNDP) and Designate of the Secretary-General for the COVID-19 MPTF (for the UN), failing which the matter should be referred for final resolution to the Secretary-General of the United Nations.

IN WITNESS WHEREOF, the undersigned, duly authorized representatives of the respective Participants, have signed this Memorandum of Understanding in English in two copies.

For the Administrative Agent

Signature: [Redacted]
Name: Jennifer Topping
Title: Executive Coordinator, MPTF Office
Place: New York
Date: 3 April 2020

For the United Nations

Signature: [Redacted]
Name: Amina J. Mohammed
Title: Deputy Secretary-General, United Nations
Place: New York
Date: [Redacted]
ANNEX A:
TOR for the UN COVID-19 Response and Recovery Fund

ANNEX B:
Standard Administrative Arrangement between the Donor and the Administrative Agent

ANNEX C:
Standard Memorandum of Understanding between the Administrative Agent and the Recipient UN Organizations

ANNEX D
Notices
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For the Administrative Agent:

Name: Jennifer Topping
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For the United Nations
Name: 
Title: 
Address: 
Telephone: 
Electronic mail: 

UN COVID-19 Response and Recovery Fund - UN MOU – 31 March 2020