

BEIS Ref: prj_1132 / col_291

UK/UNIDO FRAMEWORK ARRANGEMENT ON CO-FINANCING AND TECHNICAL CO-OPERATION

This Framework Arrangement dated the 1 November 2022

Between

The Government of the United Kingdom of Great Britain and Northern Ireland
("the United Kingdom")

And

The United Nations Industrial Development Organization ("UNIDO")

The United Kingdom and UNIDO (each a "Participant" and together the "Participants") have decided to cooperate in the financing of programmes, projects and activities of a developmental nature. UNIDO is prepared to receive and administer contributions from the United Kingdom for the implementation of such programmes, projects and activities of a developmental nature. The United Kingdom and UNIDO have reached the following understanding:

Section 1

Competent Authority

1. In matters concerning the implementation of this Framework Arrangement ("Framework Arrangement"), the Department for Business, Energy & Industrial Strategy ("BEIS") will act on behalf and in the name of the United Kingdom.

Section 2

Administration and Reporting

2. BEIS and UNIDO will enter into an Administrative Arrangement, based on the Administrative Arrangement in Appendix 1, for each programme and project that BEIS decides to finance with UNIDO.

3. BEIS contributions will be in furtherance of the objectives set out in the UNIDO's Medium Term Programme Frameworks as approved by the General Conference. BEIS' internal "Business Case" document, inter alia, will be used by BEIS to determine whether the indicators (such as the reporting indicators) contained in the programme documentation are consistent with BEIS' development policy and meet BEIS' requirements for funding.

4. UNIDO will be solely responsible for the administration of BEIS financing covered by this Framework Arrangement and will carry out such administration in accordance with its

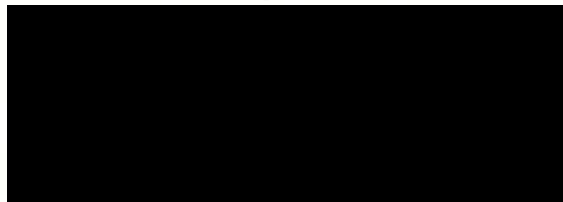
financial regulations, rules and directives, with the same degree of care as it uses in the administration of its other programmes and projects.

5. Upon signature of an Administrative Arrangement BEIS will arrange payments in accordance with the payment schedule set forth in the relevant Administrative Arrangement and subject to continuing satisfactory implementation. UNIDO will commence and continue to conduct operations under this Framework Arrangement upon receipt of a copy of the relevant Administration Arrangement, signed by both Participants, and upon receipt of sufficient funds under section 2 and the relevant Administration Arrangement. UNIDO will not be required to initiate or continue implementation of the programme, project or activity to be supported by the Administration Arrangement while any amounts requested under the agreed payment schedule by UNIDO from BEIS are unpaid.

6. UNIDO will provide to BEIS with each request for payment, presented in accordance with this section, a financial utilisation report of:

- a) all amounts previously received under the Administrative Arrangement;
- b) prior year's expenditure, current year's expenditure to-date and unutilised budget to-date under the Administrative Arrangement; and
- c) the balance on the programme budget allotment.

7. All such payments will be made in United Kingdom pounds sterling ("UK£"), to UNIDO's bank account:



8. When making any such payment, BEIS will notify UNIDO's bank to advise UNIDO Headquarters and the relevant UNIDO office as to the amount deposited, UNIDO and name of the programme or project for which such deposit has been made and the date of such deposit.

9. In addition, BEIS will send electronically (by e-mail) a copy of the deposit notification (as set out in Annex 1 of the relevant Administrative Arrangement) to UNIDO Headquarters and the relevant UNIDO office. UNIDO will issue an official receipt in UK£ and US dollars for each deposit received to the Permanent Mission of the United Kingdom to the United Nations, New York.

10. UNIDO may exchange funds so deposited for US dollars at any time following BEIS' deposit with UNIDO, or for any other currency, in order to facilitate their disbursement.

11. The value of the payment, if made in a currency other than US dollars, will be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNIDO of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a

loss in the value of the balance of funds is recorded, as a result of exchange rate fluctuations, BEIS will not bear any responsibility for providing any additional financing.

12. Funds deposited by BEIS may be commingled with other assets for the relevant programme but will be administered under separate trust fund accounts in UNIDO's systems.

13. The UNIDO Headquarters and country office will provide to BEIS all or parts of the following reports prepared in accordance with UNIDO accounting and reporting procedures. All financial reports will be prepared in US dollars in accordance with UNIDO's directives, regulations and rules.

13.1 For Administrative Arrangements of one year or less:

- (a) From the country office (or relevant unit at Headquarters) within three months after the date of completion or termination of the Administrative Arrangement, a final report summarizing programme/project activities and impact of activities as well as provisional financial data;
- (b) From the UNIDO Financial Services, an annual certified financial statement as of 31 December to be submitted no later than 30 June of the following year; and
- (c) From the UNIDO Financial Services, on completion of the programme/project, a certified financial statement to be submitted no later than 30 June of the year following the financial closing of the project.

13.2 For Administration Arrangements of more than one year:

- (a) From the country office (or relevant unit at Headquarters) every year, the status of programme/project progress for the duration of the Framework Arrangement, as well as the latest available approved budget;
- (b) From the UNIDO Financial Services, an annual certified financial statement as of 31 December every year to be submitted no later than 30 June of the following year;
- (c) From the country office (or relevant unit at Headquarters in the case of regional and global programmes/projects) within three months after the date of completion or termination of the Administrative Arrangement, a final report summarizing programme/project activities and impact of activities as well as provisional financial data;
- (d) From the UNIDO Financial Services, on completion of the programme/project, a certified financial statement to be submitted no later than 30 June of the year following the financial closing of the project.

All financial reports will be prepared in US dollars in accordance with UNIDO's directives, regulations and rules.

14. If special circumstances so warrant, UNIDO may provide additional provisional reporting at the expense of BEIS. The specific nature and frequency of this reporting will be specified under an annex of the Administrative Arrangement.

15. UNIDO will inform BEIS of any events which, in the opinion of UNIDO, interfere or threaten to interfere with the successful implementation of any operation financed by each Contribution. In the event that BEIS reasonably believes that timely and appropriate corrective action has not been taken to remove the delay or obstruction, it may request consultations at senior level between BEIS and UNIDO to determine the appropriate action to ensure that the programme or project achieves the results as defined in the project document or annual work plan.

16. Financial records, including documentation to support entries on accounting records and to substantiate charges against the contribution, will be maintained in accordance with UNIDO's usual accounting procedures, financial regulations, rules and directives. All such financial records will be maintained for at least three years after the final disbursement of funds.

17. Each contribution will be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNIDO. Should an audit report of the UNIDO External Auditor to its governing body contain observations relevant to the contributions, such information will be made available to BEIS.

18. In accordance with UNIDO Financial Rule 106.21, a portion of the BEIS contribution may be used by UNIDO to cover support costs in connection with specific programmes/projects. These support costs include:

- (a) Administrative and operational support costs;
- (b) Costs of technical support services to be provided by UNIDO staff in order to support the execution of the project.

The level of support costs charges for items (a) and (b) above will in principle be thirteen percent (13%). The details relating to support costs regarding each contribution will be set out in the Administrative Arrangement.

19. In line with UNIDO's financial regulations, rules and procedures, UNIDO may invest and reinvest the funds deposited by BEIS with UNIDO pending their disbursement. Any interest income attributable to the contribution will be credited to the programme and will be utilized in accordance with UNIDO procedures.

20. UNIDO will notify BEIS when the activities for which the trust fund was established have been completed. This Framework Arrangement will continue in force for the purposes stated in section 2.22 of this Framework Arrangement.

21. If at any time, either Participant determines that the purposes of an Administrative Arrangement can no longer be effectively or appropriately carried out, or if the Framework Arrangement is terminated, the pertinent Administrative Arrangement may be terminated at the initiative of either Participant by giving three (3) months' written notice. Such

termination will not oblige UNIDO to repay any funds until satisfaction of all commitments and liabilities.

22. On operational completion of the project or programme as specified in the pertinent Administrative Arrangement, or termination of this Framework Arrangement as specified in section 5, the trust fund will remain open until all expenditures incurred by UNIDO have been satisfied. Upon submission of a financial statement in accordance with sections 2.13.1 and 2.13.2 any surplus remaining in the trust fund will be returned to the Donor or disposed of as requested by the Donor.

23. Subject always to UNIDO's accountability and oversight framework and to its relevant regulations, rules, policies and procedures, UNIDO will co-operate with the United Kingdom to facilitate the proper administration of justice in a manner consistent with the Convention on the Privileges and Immunities of the United Nations and in accordance with relevant resolutions of the United Nations General Assembly.

24. The Participants take note that UNIDO has written policies on ethical standards and on combatting fraud and corruption, which policies are publicly available on the internet website of UNIDO. UNIDO confirm that their respective policies will be fully implemented.

25. Subject to the provisions of paragraph 23 above:

- a) UNIDO and BEIS will take all necessary precautions to prevent fraud, corruption and other financial irregularities in line with their respective regulations and rules and, in particular, their respective policies for combatting fraud and corruption. BEIS and UNIDO have a zero tolerance approach towards fraud and corruption and, subject to considerations of security, due process, and effective pursuit and recovery actions, and respecting the privileges and immunities of UNIDO, will advise each other promptly and without undue delay of credible allegations of fraud or financial impropriety involving the contribution (through mechanisms established under their respective policies) and will give full consideration to requests for co-operation with each other's investigations into credible allegations of fraud and corruption involving the contribution, subject always to their respective policies and procedures. In that regard, the Participants recall that reports of investigations conducted by UNIDO are not publicly disclosed.
- b) The reporting of fraud and corruption, and cooperation on investigation matters (as set out below) will be governed by the provisions of cooperation arrangements to be agreed between the oversight office of BEIS and the UNIDO Office of Evaluation and Internal Oversight.
- c) UNIDO will take timely and appropriate action to investigate credible allegations of fraud and corruption in accordance with its accountability and oversight framework. To the extent that such an investigation confirms the allegation, UNIDO will give due consideration to timely and appropriate sanctions in accordance with UNIDO's regulations, rules and procedures.

- d) UNIDO will keep BEIS informed, through the mechanisms contemplated in their respective policies on combatting fraud and corruption, and to the extent this does not jeopardize the conduct of the investigation or the prospects of recovery of funds, or the safety or security of persons or assets, of the progress of any investigation involving fraud and corruption in relation to the contribution, actions taken and the results of the implementation of such actions, including where relevant, details of any recovery of funds.

26. BEIS may request direct consultations at a senior level between BEIS and UNIDO in order to obtain assurance that UNIDO's oversight and accountability mechanisms have been and are being fully applied in connection with such allegations.

27. In the event that any part of the contribution is determined by UNIDO to have been lost due to fraud or corruption, such loss will be dealt with in accordance with the applicable financial regulations, rules, policies, procedures and directives of UNIDO. Further, in respect of such amount which UNIDO has been able to recover, such amount will be returned to the programme, project or activities for which the contribution was intended. Where the programme, project or activities for which the contribution was intended has or have been concluded or terminated, the amount will be re-programmed at BEIS' instructions or returned to BEIS at such bank account as determined by BEIS. In respect of such amount that has not been recovered, UNIDO recognize the importance to BEIS that such funds be recovered. UNIDO agree to continue consultations with BEIS and members of their respective management, with a view of determining a mutually agreeable solution, including the return of such funds, and in the interim, agree to discuss such issues on a case-by-case basis.

28. The provisions of paragraphs 23 through 27 will be applied in a manner consistent with the privileges and immunities of UNIDO.

Section 3

Procurement by UNIDO

29. Funds received by UNIDO under this Framework Arrangement may be used to purchase goods and services as stipulated in the project document and budget. Such goods and services will be purchased in accordance with UNIDO's regulations, rules, policies, procedures and directives.

30. The Contributions will not be used for the payment of import and customs duties on goods imported or services provided under the programme or project.

31. BEIS will, at the request of UNIDO, make available to UNIDO, to the best of its ability, information concerning expertise available in BEIS in sectors which may be of interest to UNIDO.

32. Ownership of equipment, materials, supplies and all other property financed from Administrative Arrangements will rest with UNIDO. Unless otherwise provided in the relevant project document, following operational completion of the project, ownership of

equipment, of materials and supplies, as well as other property necessary for operation of the project outlined in this Framework Arrangement, will be transferred to the Government of the recipient country, to a recipient institution, organization, or enterprise, or to an entity nominated by the Government, to be used in a way consistent with the project purpose.

Section 4

Programme Information and Supervision

33. The identification, preparation, appraisal and supervision of the programmes and projects which BEIS assists in financing under to this Framework Arrangement will be the responsibility solely of UNIDO and will be carried out by UNIDO in accordance with UNIDO's standard policies and procedures.

34. Representatives of BEIS will be invited to participate in missions relating to programmes co-financed by BEIS or to be financed under this Framework Arrangement as the Programme Country, UNIDO and BEIS will deem appropriate. The costs of BEIS participating in such missions will be covered by BEIS. UNIDO will keep BEIS informed of key findings of such missions and regularly provide BEIS with summaries of any supervision reports resulting from such missions.

35. Evaluation of the activities financed from this trust fund will be undertaken in accordance with the provisions contained in the project document.

36. BEIS will not be responsible for the activities of any person employed by UNIDO as a result of this Framework Arrangement, nor will BEIS be liable for any costs incurred by UNIDO in terminating the engagement of any such person. The Participants take note that consistent with basic principles of international, multi-lateral development assistance, and, further, in consideration of the fact that assistance is provided for the benefit of the people and their government, host governments bear the risks of operations arising from programmes or projects and agree to be responsible for dealing with claims which may be brought by third parties in respect of such programmes or projects.

37. UNIDO will promptly inform BEIS of any significant modification to the provisions of any Administrative Arrangement between UNIDO and a programme country with respect to a programme or project co-financed by BEIS under this Framework Arrangement.

38. To the extent practicable, UNIDO will afford BEIS a reasonable opportunity to exchange views before effecting any such modification.

39. UNIDO will notify BEIS when all activities relating to the programme or project have been completed. The date of such notification will be deemed to be the date of operational completion of the programme or project. Notwithstanding the completion of the activities, UNIDO will continue to hold unutilized funds from the contribution until all commitments and liabilities incurred in implementation of the programme or project have been satisfied and the activities have been brought to an orderly conclusion. If the unutilized funds prove insufficient to meet such commitments and liabilities, UNIDO will notify BEIS and both will consult on the manner in which such commitments and liabilities may be satisfied.

Section 5

Termination of Framework Arrangement

40. This Framework Arrangement will come into operation on the date of its signature and will supersede any previous Framework Arrangement concerning the administration of development aid funds entered into by BEIS and UNIDO.

41. If BEIS has reasonable grounds for concern that the provisions of this Framework Arrangement are not being fulfilled by UNIDO, or if any activities occur which in BEIS' opinion will significantly impair the development value of the project, BEIS will discuss such concerns with UNIDO and form an assessment. BEIS may then take any of the following actions:

- a. Delay or reduce the applicable funding; and / or
- b. Terminate the Framework Arrangement in accordance with the provisions of this section.

42. Both Participants will at first negotiate in an attempt to resolve any issues that might arise during the implementation of this Framework Arrangement. However, this Framework Arrangement may be terminated by either Participant, at any time, by giving three months' written notice to the other Participant. All remaining funds other than those irrevocably committed in good faith before the date of termination, in line with the objectives of the Project, or approved between the Participants as being required to finalise activities, will be returned to BEIS.

43. Where appropriate, UNIDO will promptly terminate arrangements with grantees, implementing partners, recipients, partners, contractors or agents involved in irregularities, fraudulent behaviour or corrupt practices in connection any actions implemented by UNIDO and financed under this Framework Arrangement, and will take all reasonable measures to recover funds unduly paid. UNIDO will credit any funds so recovered to the Project account in accordance with its organizational directives and administrative instructions. Any costs incurred by UNIDO in connection with the recovery of such misused funds will be chargeable to the Project account.

Section 6

Communications

44. All written communications related to this Framework Arrangement will be directed to the following addresses:

For BEIS:
Deputy Director, International Net Zero
Department for Business, Energy, and Industrial Strategy
1 Victoria Street
London, SW1H 0ET

For UNIDO:
Managing Director
Directorate of Global Partnerships and External Relations
United Nations Industrial Development Organization (UNIDO)
Vienna International Centre
Wagramer Strasse 5
P.O. Box 300
A-1400 Vienna, Austria
donor-relations@unido.org

Section 7 **Miscellaneous**

45. This Framework Arrangement may be amended only by written communication between the Participants.

46. UNIDO take note that BEIS, as per its standard, internal operating procedures, will undertake assessments prior or, in exceptional circumstances, during, the implementation of a contribution.

47. To the extent that any such assessment would involve UNIDO, the latter agrees to co-operate with such activity to the extent that, as determined by UNIDO, such co-operation is consistent with the "single audit principle", as well as its relevant regulations, rules, policies and procedures (including but not limited to its accountability and oversight framework and its information disclosure policies). Consistent with their existing practices and policies, UNIDO will take the necessary steps to assess their implementing partners according to their respective rules, regulations, policies and procedures, and to share with BEIS their assessment tools. Without prejudice to the foregoing, the scope of such co-operation will be agreed in advance between BEIS and UNIDO's Headquarters, separately or jointly, in a supplementary arrangement or protocol or on a case-by-case basis.

48. UNIDO will explicitly acknowledge BEIS's support for each programme or project in written and verbal communications with the public or third parties, and through use, where appropriate and agreed, of the Foreign Commonwealth and Development Office's (FCDO) "UK aid — from the British people" logo in communications in accordance with 'FCDO standards for use of the UK aid logo', or the UK Government logo for overseas audiences, in accordance with Cabinet Office guidance, as (and unless otherwise) agreed in advance by the respective UK Embassy or High Commission, in all cases subject to security and safety considerations of UNIDO. Each Administrative Arrangement may include additional details of how and when UNIDO will acknowledge funding from the UK government and where the UK aid logo will be used. UNIDO will include reference to this aspect of the Administrative Arrangement in its six month progress update and annual programme or project reports. UNIDO may use the UK aid logo in conjunction with other donor logos, and where the number of donors to a programme or project is such as to make co-branding impractical, acknowledgement of BEIS should be equal to that of other co-donors making contributions of equivalent amounts to the programme or project. Where UK aid logos are to be affixed to supplies,

such logos will be supplied by BEIS and the costs of their application will be included in the programme or project budget. Neither BEIS nor UNIDO will otherwise use the others' names, logos and emblems unless prior permission is given in writing.

49. UNIDO confirms that it has adopted and implemented the International Aid Transparency Initiative (IATI) standard and will work with the United Kingdom and international partners to continue to develop that standard. In consideration thereof, BEIS will make the utmost use of available data prior to seeking additional information or reports from UNIDO in accordance with the terms of this Framework Arrangement, so that the investments made by UNIDO into the IATI initiative are optimized.

50. UNIDO confirms that, in keeping with its long-established commitment in this regard, UNIDO will take all reasonable steps to prevent sexual exploitation, abuse and harassment ("SEAH"). UNIDO will take robust and prompt action in response to any allegations, in line with the Secretary-General's Bulletin on Special Measures for the Protection from Sexual Exploitation and Sexual Abuse (ST/SGB/2003/13, 9 October 2003) and the commitment to implement action set out by the Secretary-General in his report on Special Measures for Protection from Sexual Exploitation and Abuse: A New Approach (A/71/818) (the "Secretary-General's Report").

51. UNIDO will ensure that SEAH standards from this Framework Arrangement are reflected in funding templates with implementing partners.

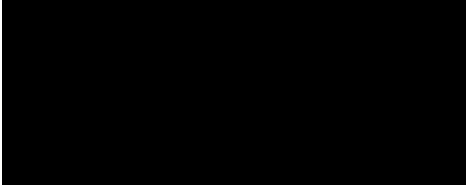
52. The Participants have a zero tolerance of sexual exploitation and abuse. In addition to the above, UNIDO will take all reasonable steps to prevent the sexual exploitation and abuse of any person linked to the delivery of the activities under this Framework Arrangement. Subject to the UNIDO regulations, rules, directives, policies, and procedures governing its operations, UNIDO will without undue delay report any credible allegations or actual incidents of sexual exploitation and abuse related to this Framework Arrangement to the Secretary-General of the United Nations through the Secretary-General's reporting mechanism on Sexual Exploitation and Abuse at: <https://www.un.org/preventing-sexual-exploitation-and-abuse/content/data-allegations-un-system-wide>.

53. UNIDO will promptly inform BEIS through written notice to ODAsafeguardingconcerns@beis.gov of any credible allegations of sexual exploitation and abuse related to this Framework Arrangement. It is understood and accepted that UNIDO's arrangement to inform BEIS of any credible allegations of sexual exploitation and abuse is subject to any need, as determined by UNIDO, that such notification does not jeopardize the proper conduct of any investigation so as not to compromise the safety, security, privacy and due process rights of any concerned persons. Such reporting on sexual exploitation and abuse will be without prejudice to the privileges and immunities of UNIDO or the rights of individuals.

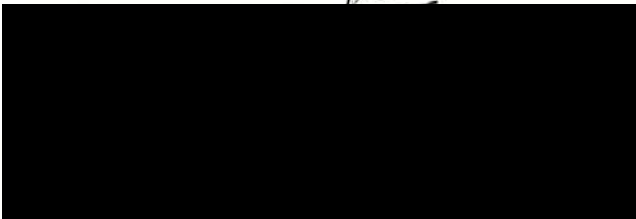
54. Consistent with numerous applicable United Nations Security Council resolutions, including S/RES/1267 (1999), S/RES/1373 (2001) and related resolutions, the Participants are firmly committed to the international fight against terrorism, and in particular, against the financing of terrorism. It is the policy of the Government to seek to ensure that none of its resources are used, directly or indirectly, to provide support to individuals or entities associated with terrorism or crime of any sort. UNIDO will use all

reasonable efforts to ensure that the contribution is not made available or used to provide support to individuals or entities associated with terrorism, who are designated on the United Nations Security Council Consolidated List.

**FOR THE SECRETARY OF STATE FOR BUSINESS, ENERGY AND INDUSTRIAL
STRATEGY ON BEHALF OF THE GOVERNMENT OF THE UNITED KINGDOM**



FOR THE UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION



Vienna, 8 November 2022

APPENDIX 1: ADMINISTRATIVE ARRANGEMENT TEMPLATE

Form of Administrative Arrangement for Cost-sharing or Trust Fund between the Department for Business Energy & Industrial Strategy ("BEIS") and the United Nations Industrial Development Organization ("UNIDO")

1. I am pleased to inform you of the intention of the United Kingdom to make available a contribution ("the Contribution") of **XXXXXX** as a grant, to be administered by UNIDO for the project XXXXXX, **UNIDO project number XXXXX**.

2. The terms of the Framework Arrangement between BEIS and UNIDO dated, will apply to the Contribution. UNIDO will administer the Contribution in accordance with the provisions of the Framework Arrangement, except as otherwise provided herein.

3. The Contribution will be used exclusively for the following purposes: the project **XXXXXX** as laid out in the project specification **detailed in Annex 1 to this Administrative Arrangement**.

4. The Contribution will be charged with thirteen percent support costs.

5. Coordination Levy

a. Pursuant to paragraph 10 (a) of United Nations General Assembly resolution 72/279 of 31 May 2018, BEIS agrees that an amount corresponding to 1 per cent of the Contribution to UNIDO will be paid to finance the UN Resident Coordinator System. This amount, hereinafter referred to as the "coordination levy", will be held in trust by UNIDO until transfer to the UN Secretariat for deposit into the UN Special Purpose Trust Fund, which has been established to finance the UN Resident Coordinator System and is managed by the UN Secretariat.

b. BEIS acknowledges that once the coordination levy has been transferred by UNIDO to the UN Secretariat, UNIDO is not responsible for the use of the coordination levy and does not assume any liability. The fiduciary responsibility lies with the UN Secretariat as the manager of the RC system.

c. The coordination levy does not form part of UNIDO's cost recovery and is additional to the costs of UNIDO to implement the activity or activities covered by the contribution. Accordingly, there is no normal obligation for UNIDO to refund the levy, in part or in full, even where the activities covered by the contribution are not carried out in full by UNIDO. As deemed necessary by the donor however, especially where the scale of the resources concerned or reputational risk justify the refund of transaction costs, the donor can submit a request for refund to the UN Secretariat.

6. The United Kingdom will deposit the above Contribution as a grant with UNIDO, upon request from UNIDO, in UNIDO's Bank Account as indicated in the Framework Arrangement in accordance with the following schedule.

- £XXXXXX.
- £XXXXXXX

The above payments will be based on project milestones and in accordance with an agreed delivery plan with UNIDO and subject to the submission of relevant project information.

The above schedule may be amended by mutual consent of UNIDO and BEIS dependent upon actual and estimated expenditure and need. BEIS will notify UNIDO of each payment in accordance with the provisions of the Framework Arrangement.

7. This Administrative Arrangement may be terminated by either Participant upon giving not less than three (3) months written notice to the other Participant. Upon receipt by one Participant of the other Participant's written notice of termination of this Administrative Arrangement, the Participants will take all reasonable and necessary measures to conclude the implementation of the programme or project and complete their activities in an orderly manner. In accordance with the foregoing, UNIDO may apply any unutilized portion of the Contribution to permit the orderly conclusion of the programme or project, including the completion of final reports, the withdrawal of personnel, funds and property, the settlement of accounts between the Participants, and the settlement of contractual commitments or liabilities relating to or in connection with the programme or project, including in respect of any implementing partners, contractors, subcontractors, consultants or suppliers.

8. The offices responsible for co-ordination of all matters relating to this Administration Administrative Arrangement are:

For the Department of Business, Energy and Industrial Strategy of the United Kingdom
Deputy Director, International Net Zero
Department for Business, Energy, and Industrial Strategy
1 Victoria Street
London, SW1H 0ET

For UNIDO
Managing Director
Directorate of Global Partnerships and External Relations
United Nations Industrial Development Organization (UNIDO)
Vienna International Centre
Wagramer Strasse 5
P.O. Box 300
A-1400 Vienna, Austria
donor-relations@unido.org

9. I would like to propose that this letter will, upon your confirmation below, constitute an Arrangement between the United Kingdom and UNIDO relating to the project **prj_xxxx** (**UNIDO project number** _____).

10. Two originals of the text of this Administrative Arrangement, written in the English language, have been signed by the Participants ***[Note: 1 copy for BEIS spending department and Accounts, 1 copy for UNIDO].***

Yours sincerely,

BEIS

(name and functional title)

(place and date)

Confirmed

UNIDO

(name and functional title)

(place and date)