**Annex 8 - Quality Assurance Checklist**

*[Instruction : Delete highlighted text before completing this checklist. The checklist must be signed by a third party desk officer and the Head of the Embassy and be attached to the Appropriation Cover Note. Comments and reservations, if any, may be added below each issue.]*

File number/F2 reference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Programme/Project name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Programme/Project period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Budget: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presentation of quality assurance process:

*[Provide a short description of the quality assurance process]*

* The project and its objective(s) is/are relevant in a global and/or national context and compatible with the strategic focus of SDGs prioritised in Denmark’s current strategy for development cooperation and humanitarian action ‘The World 2030’ (SDG 3, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16 and 17)

*Comments:*

* The justification and rationale for the project’s support design is in line with DAC criteria.

*Comments:*

The programme/project complies with Danida policies and Aid Management Guidelines.

*Comments:*

The programme/project addresses relevant challenges and provides adequate responses.

*Comments:*

* The project outcome(s) are found to be sustainable and is in line with the partner’s development policies and strategies. Implementation modalities are well described and justified.

*Comments:*

The results framework, indicators, documentation- and audit requirements for the project provide an adequate basis for monitoring results and outcome.

*Comments:*

The programme/project is found sound budget-wise.

*Comments:*

The programme/project is found realistic in its time-schedule.

*Comments:*

Other donors involved in the same programme/project have been consulted, and possible harmonised common procedures for funding and monitoring have been explored.

*Comments:*

Key programme/project stakeholders have been identified, the choice of partner has been justified and criteria for selection have been documented.

*Comments:*

 The executing partner(s) is/are found to have the capacity to properly manage, implement and report on the funds for the project and lines of management responsibility are clear.

*Comments:*

Risks involved have been considered and risk management integrated in the programme/project document.

*Comments:*

The recommendations of this quality assurance have been reflected upon in the final design of the programme/project.

*Comments:*

In conclusion, the programme/project can be recommended for approval: yes / no

Date and signature of desk officer:

\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date and signature of the Head of the Embassy:

\_\_\_\_\_\_\_\_

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