



To the attention of:	All RRMOs, CoMs, HoOs, RMOs and finance staff, OIG, DRD
Subject area:	Donor Funding
IOM Missions Concerned:	Global

Receiving donor funds by IOM

Underlying principles:

IOM operates a centralised treasury and cash management functions, and accordingly IOM policy is that all assessed and voluntary contributions should be received in central bank accounts unless specific pre-approval is given by TSY.

Centrally managed bank accounts:

Details of HQ managed bank accounts can be found under <http://intranetportal/resources-management/treasury> (Announcements: PDI Alert: IOM Bank Accounts for Donor Contributions (updated)).

IOM currently has central bank accounts in the following currencies: USD, EUR, GBP, CHF, AUD, CAD, NOK, SEK, JPY.

IOM's main preference is to receive funding in USD to its central USD bank account.

In cases where the donor funding currency is one of the currencies in which IOM holds a central account, the funds should be collected on the respective central bank account, not by the missions locally, and bank account details should be included in the donor agreement accordingly (e.g. for EUR funding the EUR bank account should be used).

Requests for approval to receive donor funds locally:

In case of compelling reasons for receiving donor funding locally in a currency in which a bank account is held locally, missions are requested to file a request for approval to TSY prior signing the donor agreement.

Kindly state in the body of your email request to Treasury (not just in any attached files):

- reason funds need to be received locally
- amount and currency of funds to be received
- expected dates of receipt

Exceptions:

If the below conditions are met, donor agreements may be concluded (subject as per IN/99 rev. 2 to LEG approval) without formal Treasury approval as regards local receipt of funds.

1. All amounts under the equivalent of USD 50,000.
2. All amounts which are NOT in the following currencies AND which are foreseen to be used in the mission's regular cash budget in under three months from receipt also considering other potential local cash receipts during the same period:

USD, EUR, GBP, CHF, AUD, CAD, NOK, SEK, JPY

General Rule:

Above all, all contributions must be received in a bank account held in the same currency. There are no exceptions. If this presents a problem, you must contact Treasury before a contribution is paid.

In case you have any further query on this topic, please kindly contact your RRMO or the Treasury Division in Headquarters.

Best regards,

Treasury Division

TSY alerts are issued to provide highlights and clarification on specific areas of Treasury in IOM. All these alerts are to be read in conformity with the relevant policies and rules.