



NOTE BY THE DIRECTOR-GENERAL

**REPORT ON THE STATUS OF IMPLEMENTATION
OF THE ENTERPRISE-RESOURCE-PLANNING SYSTEM**

1. In accordance with paragraph 3 of the decision by the Conference of the States Parties at its Nineteenth Session (C-19/DEC.7, dated 3 December 2014), the Technical Secretariat is requested to provide periodic progress reports to the Executive Council on the status of the implementation of the enterprise-resource-planning (ERP) system. This is the third such progress report.
2. The special fund established as per C-19/DEC.7 to meet the financial requirements of the ERP Implementation Project currently stands at EUR 7,909,083. This is an increase of EUR 57,020 over what was previously reported and is the result of the finalisation in the reduction in the working capital balance. As at 24 August 2015, total costs of EUR 337,473 had been committed against these funds through to 31 December 2015.
3. Staffing of the core project team for the duration of the project has been finalised.
4. Phase 1 of the project has progressed as planned and a shortlist of potential ERP solutions that best meet the Organisation's defined business requirements has been established.
5. The shortlist of potential ERP solutions is currently being subject to a cost evaluation to determine the solution with the lowest total cost of ownership. This activity is anticipated to be finalised by the end of October 2015.
6. External quality assurance has been secured for the duration of the project and has been used to validate the shortlisted ERP solutions and the selection process.
7. After the finalisation of the selection of an ERP solution based upon functionality and total cost of ownership, a process will be initiated to select a partner for the implementation of the chosen ERP solution according to the defined business requirements. The Organisation anticipates that an implementation partner will be identified and recommended by the end of 2015.

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