

Annex 3: List of Field Ready Türkiye Tools

- Finance: Accounting and Procurement Manual (plus accompanying Excel with over 20 forms), Accounting Handbook, travel expense report, anti-fraud and corruption and related policies
- HR: contract templates, JDs/TORs, staff performance agreement, skills & knowledge assessment, protection/SEA policy, whistleblowing policy, staff list, reference check template, background check (for key areas, names are checked in compliance with OFAC, SAM and UN databases)
- Program framework, ToC, and roadmap, framework of frameworks.
- Resource mobilization tool which contains a scoreboard, organizational budget, risk register, and other tools
- Technology: Strategy risk assessments
- Technical briefs that touch on policy (one finished, others draft or planned)
- Türkiye Security and Safety Plan
- Communications: style (guide which contains a number of things that need to be followed), 'how to communicate about Field Ready Türkiye' briefing
- TORs for technical advisors, advisory group
- Charter, Board by-laws, and Operating Agreement