

## CERTIFICATE OF INTERNSHIP

The undersigned Wycliffe Tongwa, Associate Coordination Officer at UN-Habitat, domiciled in United Nations Avenue, Nairobi, Kenya, certifies that:

Ms. Elise Vaussy, address 83 Avenue Foch, 75016 Paris, France, student of Master 1 International Relations and Development, specializing in Economics at the University of Paris Dauphine, will carry out an internship in our organization from 3<sup>rd</sup> of April to 30<sup>th</sup> of June 2023.

The student's missions during the internship will be the following:

- Undertake research and support the management of the partnership's information including through the preparation of analytical reports and informatics to inform the development of a detailed database.
- Service expert group meetings, stakeholder forums, briefings, and other meetings organized by the Unit.
- Support outreach to partners for key events such as the UN-Habitat Assembly and its subsidiary organs, the World urban Forum, and expert group meetings.
- Support the development and review of partnership reports, policies, guidelines, and presentations.
- Ensure that all emails coming to the unit mailbox that requires action from staff are handled promptly within agreed turnaround times.
- Assist with logistics of meetings organized by the Partnerships and Local Governments Unit.
- Perform other duties as assigned by the supervisor.

The organization will not provide any form of payment during the work periods.

This certificate is issued at the request of the interested party.

Done at Nairobi, Kenya

30<sup>th</sup> March 2023

Signature of the internship tutor:

Wycliffe Tongwa  
30/03/2023  


Signature of the student:

Elise Vaussy

