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DRAFT AGENDA: Joint OECD/DAC - World Bank 3rd Round Table on Strengthening Procurement Capacities in Developing Countries

**30 November - 2 December 2004
Johannesburg, South Africa**

This draft agenda for the Joint OECD/DAC - World Bank 3rd Round Table on Strengthening Procurement Capacities in Developing Countries is provided for INFORMATION to the meeting of the Joint Venture on Procurement on 22 October 2004.

Contact Person: Peter Pease - Tel: +33 (0) 1 45 24 98 82 - Email: peter.pease@oecd.org

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The World Bank

**3RD MEETING OF
THE OECD/DAC – WORLD BANK ROUNDTABLE
ON STRENGTHENING PROCUREMENT CAPACITIES IN DEVELOPING COUNTRIES**

30 November – 2 December 2004

DRAFT AGENDA

I Background

1. The overall objectives of this joint OECD/DAC – World Bank initiative are to strengthen partner country ownership of the procurement process and to improve aid effectiveness. The main instruments to achieve these twin objectives are by bringing procurement issues into the mainstream of the development debate, carrying out effective and sustainable procurement capacity building efforts, creating clear standards against which the performance of procurement systems can be measured, and developing the tools to monitor and evaluate this performance.

2. Ultimately, this process will allow developing countries to build and operate sound procurement systems, which will permit them together with donors to achieve common objectives of accountability and effectiveness and meet their respective procurement fiduciary requirements. The creation of these systems will also provide donors with an opportunity to harmonise and align their procurement policies and procedures.

3. At the Working Group meetings, held at the OECD in Paris on 22 – 23 June 2004, participants welcomed the idea that the 3rd and final Round Table would take place in South Africa. Accordingly, we are most grateful that the South African authorities and in particular the South African Treasury Board have agreed to host this important meeting, which will be held in the Misty Hills Country Hotel near Johannesburg from 30 November to 2 December 2004.

II Objectives

4. The 3rd Roundtable will mark the end of this two year joint OECD/DAC – World Bank initiative.

Thus, the twin objectives of the meeting are to:

- i) validate the tools to benchmark, monitor and evaluate partner countries procurement systems, the approaches to developing procurement capacities and the strategy on mainstreaming, which have been developed by the respective working groups during the past two years;
- ii) agree that the tools, approaches and strategy will form the basis for our joint future efforts to strengthen procurement capacities in partner countries and allowing donors to harmonise and align their procedures around those systems (*e.g.* envisaged as the Johannesburg Declaration).

III Strategies, approaches and tools to strengthen procurement capacities

5. As stated above, one major objective of the meeting will be to finalise the draft results of the three Round Table Working Groups [WG] on:

1. *Benchmarking, Monitoring and Evaluation*

6. The WG was tasked to design a system of indicators to benchmark the overall quality of procurement system against international standards and develop mechanisms to monitor their performance over time. The Working Group has reached agreement on three different tools e.g.:

- a baseline indicators system,
- a methodology for monitoring and evaluation of procurement performance in the public sector at the national level, and
- a procurement entity-level assessment tool.

2. *Capacity Development*

7. The WG was asked to elaborate an approach to develop national procurement capacities. It has produced a Capacity Development Good Practice Paper, which takes account of previous attempts to develop capacity and at the current thinking about systems, change management, drivers of change, effective communications strategies and other theoretical approaches for capacity development. After the method embodied in the paper has been field tested, it should result in a more effective and strategic approach for achieving sustainable procurement capacity.

3. *Mainstreaming*

8. The WG has developed a Strategic Framework for Mainstreaming and Strengthening Public Procurement, which is designed to assist governments in making procurement a more visible and a strategic component of government at the center of the broader public financial management and governance debate both nationally and internationally.

IV The way forward

9. The ultimate objective of the Roundtable is to harmonise and align donor procedures around national procurement systems that perform in accordance with international standards. Thus, after reaching agreement on the strategy, approaches and tools to strengthen these systems and evaluate their performance, participants need to reflect on way to move forward with the implementation phase of our initiative.

10. It is suggested that the 3rd Roundtable formulate and adopt a policy declaration that sets out clearly our joint commitment to put the strategies, approaches and principles we have developed into practice. This declaration should aims to provide all participants with clear guidance on time bound commitments to move towards harmonised donor procedures that are aligned around national procurement system.

11. This policy declaration will, in addition, set ambitious targets that respond to the goals formulated by the Rome Declaration on Harmonisation and which will be assessed at the Second High Level Forum on Harmonisation and Alignment [HLF2], to be held in Paris in early March 2005. Furthermore, it is suggested that we organise a technical workshop on our work during the 2HLF to

broaden our audience to a wider group of recipients and donors and to inform higher level participants from our own agencies and ministries about our work.

V Working modalities

12. The working modalities for the 3rd roundtable in Johannesburg will be similar to those followed during the 2nd Round Table meeting in Kampala.

13. At the first plenary session, the WG co-chairs will provide an update of the progress achieved in finalising work on the three main themes (*e.g.* Benchmarking, Monitoring and Evaluation, Capacity Development, and Mainstreaming). Next, the Co-Chairs will brief participants on developments regarding the wider harmonisation and alignment agenda and open the discussion on a policy declaration regarding Strengthening Procurement Capacities in Developing Countries. Finally, the first plenary session will offer the opportunity to brief Roundtable participants about developments with pilot projects and other related capacity development programmes.

14. Next, the three WG will meet in break out session to:

- resolve any remaining issues concerning the WG products, including the linkages with the work going on in other WG, and
- prepare a short report endorsing their output(s) indicating:
 - what changes, if any, need to be made;
 - the status of any ongoing testing or piloting.
- endorse the final WG draft product(s).

15. The next morning, participants will reconvene in plenary session, where each WG will present its progress report and participants will have a chance to comment and ask questions.

16. During the final WG break-out session, participants are asked to agree on the way forward, *e.g.*:

- what additional piloting might be necessary (including a schedule for doing this), and
- outline how the tools should be put in to practice.

17. The third plenary session is organised to discuss and adopt the Johannesburg Declaration on Steps to Develop Effective Procurement Systems in developing Countries. The fourth and final Plenary Session is organised to discuss and agree on implementing arrangements.

Tuesday, 30 November 2004

9:30 - 10:15	Plenary Session I: Introduction and Welcoming Remarks
	<p>Welcome address by the Host and the Round Table Co-chairs, Stephen Chard (UK/DFID) and Robert Hunja (World Bank),</p> <p>Brief reports by theme leaders of each working group describing the final products tabled for endorsement by all Round Table participants.</p> <ol style="list-style-type: none"> 1. Benchmarking, Monitoring & Evaluation (B, M & E) (Pamela Bigart, World Bank) 2. Procurement Capacity Development (Margaret Robinson, UK/DFID) 3. Mainstreaming Procurement as a Strategic Function of Government (Peter Pease, OECD/DCD)
10:15 – 10:45	Coffee
10:45 – 13:00	Plenary Session I (Continued)
	<ol style="list-style-type: none"> 4. Monitoring and Evaluation Mechanism Pilots (ITC) 5. Swiss/Ghana Pilot (Ideas centre/Seco?) 6. Ongoing capacity development programmes
13:00 – 15:00	Lunch
15:00 – 18:00	Working Group Breakout Session I (endorsement of the Round Table tools)
	<ol style="list-style-type: none"> 1. Benchmarking, Monitoring & Evaluation 2. Procurement Capacity Development 3. Mainstreaming Procurement as a Strategic Function of Government
18:30 – 20:00	Reception

Wednesday, 1 December 2004

9:30 - 10:15	Plenary Session II
	Reports from Working Groups on Results of Breakout Sessions
10:30 – 11:00	Coffee
11:00 – 13:00	Working Group Breakout Session II (The Way Forward)
	<ol style="list-style-type: none"> 1. Benchmarking, Monitoring & Evaluation 2. Procurement Capacity Development 3. Mainstreaming Procurement as a Strategic Function of Government
13:00 – 15:00	Lunch
15:00 – 18:00	Plenary Session III
	<ol style="list-style-type: none"> 1. Reports from Working Groups on Results of Breakout Sessions 2. Discussion of the Johannesburg Declaration
18:30 – 21:00	Dinner

Thursday, 2 December 2004

9:30 - 10:15	Final Plenary Session
	<ol style="list-style-type: none"> 1. Endorsement of the Johannesburg Declaration 2. Implementation Arrangements
10:30 – 11:00	Coffee
11:00 – 13:00	Final Plenary Session (Continued)
13:00 – 15:00	Lunch
19:00 – 22:00	Gala Dinner