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DEVELOPMENT CO-OPERATION DIRECTORATE
DEVELOPMENT ASSISTANCE COMMITTEE

Working Party on Aid Effectiveness and Donor Practices

Consultative Missions for the 2006 Survey on Monitoring the Paris Declaration

TERMS OF REFERENCE

24 January 2006

The Joint Venture on Monitoring the Paris Declaration agreed that the methodology for the 2006 Survey on Monitoring the Paris Declaration would be validated in a representative number of pilot countries.

These terms of reference set out the objectives and process for undertaking these field-testing missions. They have been revised in the light of comments received on a previous version circulated electronically by the Secretariat on 2 December 2005.

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CONSULTATIVE FIELD MISSIONS FOR THE 2006 SURVEY ON MONITORING THE PARIS DECLARATION

Purpose of this paper

1. As part of the preparation for the **2006 Survey on Monitoring the Paris Declaration**, an OECD-DAC Joint Venture of donors and partner countries¹ is undertaking at the behest of [six] aid recipient countries [Cambodia, Ghana, Nicaragua, Senegal, South Africa & Uganda] consultative missions in order to **validate the methodology and processes for implementing the 2006 Survey**. The present terms of reference set out the background, the objectives of the missions, processes and expected outcomes of the missions.

Background

2. Following the Paris High Level Forum on Aid Effectiveness (2 March 2005), the OECD-DAC Working Party on Aid Effectiveness was charged with taking the lead in "tracking and encouraging progress at the global level among the countries and agencies that have agreed to the Declaration". To this end, it was agreed that progress would be measured at country level against 12 indicators included under Section III of the Declaration. These indicators provide a framework in which to make operational the responsibilities and accountabilities that are framed in the Paris Declaration. They also provide a benchmark against which individual donor agencies and partner countries can measure their performance.

3. In accordance with paragraph 11 of the Paris Declaration, the Working Party on Aid Effectiveness at its meeting on 19-20 October 2005, established a Joint Venture on Monitoring the Paris Declaration with a view to:

- Coordinating the first round of international monitoring of indicators for the first round of consultation to be undertaken in 2006 (The 2006 Survey on Monitoring the Paris Declaration).
- Reviewing international monitoring of commitments in the short term.
- Proposing options for monitoring the commitments and indicators in the medium to longer term.
- Enabling consistent aggregation of information on indicators across a range of countries to be summed up in periodic reports.

4. As part of its mandate, the Joint Venture is designing a questionnaire and technical guidance in order to establish an initial and comprehensive baseline against which to monitor progress, over time, on the 12 Indicators agreed in Paris. In this connection the Joint Venture will also coordinate a first round of monitoring in 2006 (**The 2006 Survey on Monitoring the Paris Declaration**) which will be launched in May 2006. Responses to the questionnaire are expected by September 2006 so that respondents will have five full months at country level to complete a lightweight questionnaire.

Objectives of the missions

5. Prior to launching the Survey in May 2006, the Joint Venture is working with a representative number of partner countries to assess and validate (i.e. field-test) the process, questionnaire and technical guidance, information systems. This assessment of the overall design of the Survey will be undertaken through [six] consultative field-missions.

6. These missions have the following objectives:

¹ The Joint Venture on Monitoring the Paris Declaration is a subsidiary group of the OECD-DAC Working Party on Aid Effectiveness – A partnership of 23 donor agencies and 23 partner countries.

- To discuss, together with government and in-country donors, the most appropriate processes for managing the 2006 Survey at country level.
- To elicit from both government and donors suggestions on how to clarify the questionnaire & technical guidance so as to capture effectively and consistently country level efforts in implementing the Paris Declaration. In doing so, it is recognised that the questionnaires and guidance note need also to ensure an appropriate degree of consistency across countries.
- To document how donors and governments might respond to some of the key questions included in the questionnaire and assess the responses against the desired objective of the question/questionnaire. This is expected to provide helpful practical guidance for respondents in other countries where the Survey will be undertaken.
- To establish how partner countries and donors capture the **qualitative progress** in implementing the Paris Declaration. In doing so, the team will examine issues addressed, not only by the quantitative indicators but also the qualitative indicators.
- To provide an initial assessment on the possibility of establishing a country level process for monitoring, and following-up on the Paris Declaration indicators and targets. In doing so, the mission will also assess the possibility of establishing country level mechanisms for monitoring the Paris Declaration.
- To establish bridges between initiatives at the national level and the global level and to disseminate key lessons and findings to the Joint Venture on Monitoring the Paris Declaration, and provide a basis for further collaboration between the Working Party on Aid Effectiveness, the UN system and the International Financing Institutions.

7. As part of the consultative mission, the questionnaire and methodology will be tested with partner authorities and a representative set of donors. This, however, will be done on a limited scale and is not intended to replace the full-scale Survey to be undertaken later this year.

Procedures for conducting missions

8. *Timing & choice of countries* – Pending final confirmation from national authorities, missions are planned in February-March 2006. Lead members will take responsibility for planning the missions and preparing meetings at country level. Following consultations, six partner countries have volunteered to undertake the pilot testing exercise in association with development partners. These countries are:

1. **Cambodia** in association with UNDP.
2. **Ghana** (European Commission & UNDP).
3. **Nicaragua** (Spain & UNDP).
4. **Senegal** (France, United-States).
5. **South-Africa** [to be determined].
6. **Uganda** (World Bank).

9. *Composition of mission teams* – The mission team will include the lead member(s), a senior government official (e.g. The national coordinator for the 2006 Survey), the OECD-DAC Secretariat and other members of the Joint Venture as deemed desirable. The total number of members of the mission team will be limited to six so as facilitate dialogue and simplify local logistics.

10. *Country organisation of the missions* – The missions will be planned over a five-day period and its success will depend on the lead members' ability to secure good cooperation from both the donor community and the government. This is why, amongst other reasons, that it is important that the mission include a senior government official. In planning the mission the lead donor might want to pay special attention to the following issues:

- Mechanisms for dialogue and coordination between government and the donor community including coordination mechanisms for various aid modalities (budget support, sector support, project support).
- How are aid flows (commitments and disbursements) reported by donors to government and captured in the government's national accounts (annual budget, MTEF etc.). How comprehensive is donor reporting and national budgets with regard to aid flows?
- How predictable are aid flows? And what are the constraints to better predictability of aid flows for both donors and government?
- What use do donors currently make of national systems especially in the area of public financial management and procurement?
- How is capacity development coordinated at country level? And what use is made by donors of project implementation units?

11. In order to facilitate a constructive dialogue around these topics the national government coordinator and lead donor might consider assembling focal groups that include donors and government officials that have special interests in the above areas. This will also allow the mission to test the questionnaire and technical guidance and identify potential areas where they might be amended.

Expected outputs

12. The visiting team is responsible for producing a mission report for each of the country missions, outlining the common understanding reached after the missions (i.e. among donors, and between government and donors). In particular, the report will outline:

- Country specific criteria for all those definitions included in the methodology that require country specific criteria to be established.
- A process for managing the 2006 Survey at country level (including best practices and identified difficulties).
- Identify specific potential changes to be made to the questionnaire and technical guidance note.

13. The cost of the mission will be covered by members of the visiting team.