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**DEVELOPMENT CO-OPERATION DIRECTORATE
DEVELOPMENT ASSISTANCE COMMITTEE**

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Working Party on Aid Effectiveness and Donor Practices

**DRAFT ANNOTATED AGENDA OF THE THIRD MEETING OF THE WORKING PARTY ON
AID EFFECTIVENESS AND DONOR PRACTICES**

To be held on Friday 19 November 2004 (9h30-17h00) at the World Bank office, Paris.

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English - Or. English

WORKING PARTY ON AID EFFECTIVENESS AND DONOR PRACTICES

DRAFT ANNOTATED AGENDA

THIRD MEETING

FRIDAY 19 NOVEMBER 2004

**The meeting will start at 9h30 until 17h00 with a lunch break between 13h00 and 14h30.
It will be held at the World Bank office: 66 avenue d'Iéna, Paris 16ème**

1	Adoption of the Agenda and Summary Record of the last meeting
2	Overview of progress in WP-EFF Subgroups: <ul style="list-style-type: none">• Task Team on Harmonisation and Alignment• Joint Venture on Public Financial Management• Joint Venture on Procurement• Joint Venture on Managing for Development Results• Special session on Aid Untying
3	Preparations for the 2 nd High Level Forum on Aid Effectiveness (HLF 2) – Paris, March 2005
4	HLF 2 Progress Report
5	Draft Issues Paper: Framework for and HLF 2 Declaration and Plan of Action
6	Conclusions and Next Steps

ANNOTATIONS

Item 1 Adoption of the Agenda and Summary Record of the last meeting

1. The Chair will introduce the agenda and set out the objectives of the meeting in the context of the upcoming DAC Senior Level Meeting (8-9 December 2004) and the 2nd High Level Forum on Aid Effectiveness (March 2005).

Item 2 Overview of progress in WP-EFF Subgroups:

2. Following meetings of each WP-EFF Subgroup over the last month, Subgroup Chairs are invited to report on work in progress. This should include major achievements, status of documents in preparation, issues of concern and topics that require discussion and decision at the Working Party level.

3. The discussion will focus on oral reports from the following subgroups:

- Task Team on Harmonisation and Alignment (TTHA) including relevant work from LAP¹
- Joint Venture on Public Financial Management (JV-PFM)
- Joint Venture on Procurement (JV-Procurement)
- Joint Venture on Managing for Development Results (JV-Results)
- Special session on Aid Untying

Item 3 Preparations for the 2nd High Level Forum on Aid Effectiveness (HLF-2) Paris, March 2005

4. Members will be brought up to date on HLF 2 preparations following the Steering Committee meeting held the previous day. This session will provide an opportunity to:

- Discuss feedback from the regional workshops and preparations of upcoming events (e.g. NGO Forum, 3 February 2005 - Paris).
- Review the proposed HLF-2 agenda, including the Implementation Forum (28 February -1 March) and the technical meetings which would require specific inputs from WP-EFF subgroups.
- Start discussing which WP-EFF documents should be disseminated at the Forum (see attached list of WP-EFF documents).
- Consider the HLF2 draft budget and cost-sharing of partner country participation.

Item 4 HLF-2 Progress Report

5. The HLF-2 Report provides an overview of progress accomplished since Rome towards harmonisation and alignment at country level and in aid agencies. It also covers progress in collecting good

¹ Learning and Advisory Process on Difficult Partnerships

practice and formulating guidance in areas such as public financial management, procurement and managing for development results. Finally, the Report looks forward to additional steps and actions that need to be taken to improve aid effectiveness in these areas. Its recommendations should help pave the way for the HLF 2 Declaration.

6. Members of the TTHA and JV-PFM would have had an opportunity earlier in the week to discuss the Report in some detail while other members would have done so in writing. The subgroup Chairs should come prepared to convey the general thrust of comments received from their respective subgroups. It is expected that the general discussion will provide clear guidance on revising the Report for submission the following week to the DAC SLM which is due to meet on 8-9 December.

Item 5 Issues Paper: Framework for an HLF-2 Declaration and Agenda for Action

7. The Issues Paper was prepared to facilitate discussion in the WP-EFF subgroups and in the regional workshops on the possible key elements of an HLF-2 Declaration. Building on suggestions received from these fora, members are requested to decide on the contents and the structure of a Declaration that would be submitted to the DAC SLM for further discussion. It is expected that deliberations at the WP-EFF level will lead to identifying a core set of strengthened and more specific commitments, as well as time-bound targets with relevant indicators. This discussion should also provide guidance for the post-Paris agenda.

Item 7 Conclusions and next steps

8. In this final session, the Chair will summarise the main decisions and outline next steps. In this context, members should discuss the proposal to hold the next meeting in January 2005 in order to review the HLF-2 documents and future work.

ANNEX

PROVISIONAL LIST OF DOCUMENTS**FOR THE 3rd MEETING OF THE DAC WORKING PARTY
ON AID EFFECTIVENESS AND DONOR PRACTICES****19 November 2004**

Agenda Item	Document Title	Document Reference
1	Summary of the 2nd WP-EFF Meeting (3-4 November 2003)	DCD/DAC/EFF/M(2003)7/PROV
3	Report from Regional Workshops	Room Documents
3	Joint Statement of the OECD-DAC Partner Countries (meeting in Managua, Nicaragua, 4-6 October 2004)	DCD/DAC/EFF(2004)29
3	Background Note on NGO Forum (3 February 2005)	Room Documents
3	Provisional List of WP-EFF documents	DCD/DAC/EFF(2004)31
4	Draft HLF-2 Progress Report	DCD/DAC/EFF(2004)20
5	Issues Paper: Framework for an HLF-2 Declaration and Agenda for Action	DCD/DAC/EFF(2004)18
7	WP-EFF Budget - Status of expenditures as of 1 November 2004	DCD/DAC/EFF(2004)32

