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Organisation de Coopération et de Développement Economiques  
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**DEVELOPMENT CO-OPERATION DIRECTORATE  
DEVELOPMENT ASSISTANCE COMMITTEE**

**DCD/DAC/EFF/A(2004)8  
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**Working Party on Aid Effectiveness and Donor Practices**

**DRAFT ANNOTATED AGENDA OF THE FIFTH MEETING OF THE  
TASK TEAM ON HARMONISATION AND ALIGNMENT**

**To be held on 6 July (9h30-18h00) and 7 July 2004 (9h30-18h00) at the OECD, Paris**

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## DAC WORKING PARTY ON AID EFFECTIVENESS AND DONOR PRACTICES

### TASK TEAM ON HARMONISATION AND ALIGNMENT

#### DRAFT ANNOTATED AGENDA OF THE FIFTH MEETING

To be held on 6 July 2004 (9h30–18h00) and 7 July 2004 (9h30–18h00) at OECD, Paris

	AGENDA ITEMS	DOCUMENTS
<b>1</b>	<b>Adoption of the agenda and summary of last meeting</b>	DCD/DAC/EFF/A(2004)8 DCD/DAC/EFF/M(2004)7/PROV
<b>2</b>	<b>Perspectives on progress made in the 14 associated partner countries</b>	
<b>3</b>	<b>Update on work in progress</b>	
	<ul style="list-style-type: none"> <li>• Survey on Progress in Harmonisation and Alignment</li> <li>• Joint Country Learning and Assessments (JCLA): Nicaragua and Kenya</li> <li>• Aid Management Platform in Ethiopia</li> <li>• Good Practice Paper on Providing Harmonised Support to Sector Approaches</li> </ul>	Room Document 1 Room Documents 2 and 3  Room Document 4 Room Document 5
<b>4</b>	<b>Additional issues</b>	
	<ul style="list-style-type: none"> <li>• Incentives for harmonisation and alignment</li> <li>• Harmonisation in difficult partnerships (LAP)</li> <li>• Integrating global programmes into country-owned strategies (health)</li> </ul>	Room Document 6 Room Document 7
<b>5</b>	<b>Preparations for the 2nd High Level Forum on Harmonisation and Aid Effectiveness (Paris, 2005)</b>	Room Documents 8 and 9 DCD/DAC/EFF/M(2004)6
	<ul style="list-style-type: none"> <li>• Links with WP-EFF: Joint Ventures on Public Financial Management, Procurement, and Managing for Development Results</li> </ul>	
<b>6</b>	<b>Report to DAC SLM and HLF 2</b>	
	<ul style="list-style-type: none"> <li>• Draft template for self reporting</li> <li>• Draft Outline of the Report to DAC SLM and HLF 2</li> </ul>	Room Document 10 Room Document 11
<b>7</b>	<b>Update on recent and forthcoming events</b>	Room Document 12
	<ul style="list-style-type: none"> <li>• EC Ad Hoc Working Group on Harmonisation</li> <li>• SPA Budget Support Workshop, Kigali, June 2004</li> <li>• Workshop on programme-based approaches, Tokyo, June 2004</li> <li>• Kenya workshop on harmonisation</li> </ul>	
<b>8</b>	<b>Other business and next steps</b>	

## ANNOTATIONS

### Item 1: Adoption of the agenda and summary of last meeting

1. Participants are invited to adopt the agenda [DCD/DAC/EFF/A(2004)8] and the summary of the last meeting held on 24-25 February 2004 [DCD/DAC/EFF/M(2004)7/PROV].

### Item 2: Perspectives on progress made in the 14 associated partner countries

2. This first session is open for a broad-ranging discussion on steps taken to implement the Rome commitments since the last meeting of the Task Team. It will provide an opportunity for reviewing generic and specific issues arising in the context of the 14 partner countries and should help in tracing major achievements so far and remaining constraints. Prior to the meeting, the Secretariat will consult partners and donors on the themes they wish to raise, with a view to structuring the discussion around a set of pre-selected topics. It is expected that this session will take up the first morning of the meeting.

3. Task Team members who have volunteered to monitor developments in particular partner countries are strongly encouraged to contact their field counterparts and the in-country lead facilitators in order to relay field perspectives at the meeting.

### Item 3: Update on work in progress

4. **Survey on progress in harmonisation and alignment.** Based on the indicators framework agreed by the Task Team, a Survey on Progress in Harmonisation and Alignment is being carried out in the 14 partner countries. The Secretariat will brief participants on progress accomplished and follow-up steps. Participants are welcomed to share their views on the process and emerging findings.

5. **Joint Country Learning and Assessments.** Representatives from Nicaragua and the EC will inform the Task Team on the JCLA underway in Nicaragua, and Sweden will outline a proposal for carrying out a JCLA in Kenya.

6. **Aid Management Platform in Ethiopia.** Representatives from Ethiopia and the Development Gateway will report on progress made with producing a prototype Aid Management Platform (AMP) in Ethiopia to support information sharing and monitoring of resources allocated to development activities.

7. **Good Practice Paper on Providing Harmonised Support to Sector Approaches.** Following the decision to draft a good practice paper on sector approaches, the informal technical group has agreed on a draft outline and scoping note. The Secretariat will update participants on progress and outline next steps.

### Item 4: Additional issues

8. **Incentives for harmonisation and alignment.** At the DAC High Level meeting in April 2004, DfID's Permanent Secretary suggested that the DAC take forward work on incentives to accelerate implementation of the harmonisation/alignment agenda at country level. In consultation with other members of the Task Team, the UK further offered to take the lead and produce a scoping note for work on

incentives. The scoping note, which suggests ways for the Task Team to address this important dimension of harmonisation, will be submitted for discussion at the meeting.

9. **Harmonisation in difficult partnerships (LAP).** The UK member participating in the Joint Learning and Advisory Process on Difficult Partnerships (LAP) will report on work being undertaken by their sub-group to address harmonisation issues in weaker countries.

10. **Integrating global programmes into country-owned strategies (health).** Several UN organisations and Global Funds have been invited to join the Task Team and will participate in this meeting for the first time. Given the interest expressed by WHO, UNAIDS and the Global Fund for AIDS/TB/Malaria to be more actively engaged in the harmonisation/alignment process, it is suggested that the Task Team discuss the specific challenges of integrating global programmes in country-owned strategies taking up the specific case of health.

### **Item 5: Preparations for the 2nd High Level Forum on Harmonisation and Aid Effectiveness (Paris, 2005)**

11. The WP-EFF Chair, Michel Reveyrand, will brief participants on the HLF preparations being carried forward by the HLF 2 Steering Committee. The Concept Note outlining proposals on the organisation and focus of the HLF as well as summaries of the first two Steering Committee meetings are submitted as background information.

12. **Links with WP-EFF Joint Ventures on Public Financial Management, Procurement, and Managing for Development Results.** Given the broad scope of the HLF extending beyond the remit of the Task Team to encompass other aspects of aid effectiveness, representatives from the WP-EFF Joint Ventures on public financial management, procurement and results-based management will brief the Task Team on their specific inputs. This will include a discussion of the planned regional workshops sponsored by the MDBs and volunteer members (e.g. Japan). The MDB representative will report on progress made with the organisation of the workshops including plans to address the above topics as part of the workshops dealing with harmonisation and alignment.

### **Item 6: Report to DAC SLM and HLF 2**

13. **Draft template for self reporting.** As part of the Rome commitments, members will be expected to prepare self-assessments of their progress towards harmonisation and alignment. Donor Action Plans which set out intentions should provide the framework of reference for self-reporting. In addition the Secretariat was asked to prepare a generic template to help members undertake a systematic review of implementation. Use of the template will further facilitate the aggregation and analysis of results that will be reflected in the HLF 2 Report. The draft template will be submitted to participants for discussion and approval.

14. **Draft Outline of the Report to DAC SLM and HLF 2.** A draft outline of the report will be submitted for discussion.

### **Item 7: Update on recent and forthcoming events**

15. Members will report on recent international events relevant to the harmonisation agenda including the newly established EC Ad Hoc Working Group on Harmonisation; the SPA Budget Support Workshop in Kigali, June 2004; the Workshop on programme-based approaches, Tokyo, June 2004; and the Kenya workshop on harmonisation.

### **Item 8: Other business and next steps**

## PROVISIONAL LIST OF DOCUMENTS FOR THE MEETING

ITEM	DOCUMENT TITLE	AUTHOR	REFERENCE
1	Annotated Agenda of the Fifth Meeting of the Task Team on Harmonisation and Alignment	Secretariat	DCD/DAC/EFF/A(2004)8
1	Draft Summary of the Fourth Meeting of the Task Team on Harmonisation and Alignment (24-25 February 2004)	Secretariat	DCD/DAC/EFF/M(2004)7/PROV
3	OECD-DAC Survey on Progress in Harmonisation and Alignment	Secretariat	Room Document 1
3	Joint Country Learning and Assessment (JCLA): Nicaragua	EC	Room Document 2
3	Joint Country Learning and Assessment (JCLA): Kenya – Background Note	Sweden	Room Document 3
3	Aid Management Platform: A Tool to Support Harmonisation	OECD/WB/ UNDP	Room Document 4
3	Good Practice Paper on Providing Harmonised Support to Sector Approaches	Secretariat	Room Document 5
4	Scoping note on incentives for accelerating implementation of the harmonisation/alignment agenda	UK	Room Document 6
4	Harmonisation in Difficult Partnerships (LAP)	UK	Room Document 7
5	Concept Note: The Second High Level Forum on Harmonisation and Alignment for Aid Effectiveness	Steering Committee	Room Document 8
5	Summary of the Joint Meeting of the WP-EFF Bureau and the HLF 2 Steering Committee (27 February 2004)	Secretariat	DCD/DAC/EFF/M(2004)6
5	Summary of the Second meeting of the HLF 2 Steering Committee (10 May 2004)	WB	Room Document 9
6	Draft Template for Self Reporting	Secretariat	Room Document 10
6	Draft Outline of the Report to DAC SLM and HLF 2	Secretariat	Room Document 11
6	Calendar of Events	Secretariat	Room Document 12