At its 138th session in May 2023, the Executive Board approved the "Review of modalities of formal and informal sessions of the Executive Board and its subsidiary bodies" (<u>EB 2023/138/R.10</u>). In so doing, it approved an **enhanced use of the commenting feature for reviewing documents online** through the Member States Interactive Platform (MSIP), thus streamlining in-session deliberations of the Executive Board. Through this procedure, Board representatives may submit comments through the MSIP e-board for certain types of documents for review, to which Management provides a written response.

These documents may be either linked to a specific Executive Board session or de-linked and posted throughout the year.

Executive Board members or alternate members may also request that any item posted for online review be placed on the agenda of an upcoming Executive Board for in-session consideration. Such requests should be submitted in writing to the Office of the Secretary (<u>igmr@ifad.org</u>), by a pre-established deadline (prior to the closure of the commenting feature for de-linked items, and by the deadline indicated in the relevant Board session agenda for linked items).

I. Where to view documents for online review

- 1. Only authorized users can access restricted information and documentation. Once you have logged in to the IFAD Member States Interactive Platform you will be taken directly to the **My Area** page
- 2. Documents awaiting comments are flagged by the system. The number affixed to the link indicates the total number of documents for online review. Click the link to view the relevant documents.

Note: the link *Documents Under Review* is only visible when documents posted are open for comments.



- 3. The **Documents Under Review** page displays a list of documents awaiting comments, with the relevant deadline. This includes:
- 4. Documents linked to an Executive Board session.
- 5. Documents **de-linked** from the sessions.

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Agenda Item 11: Corporate	
EB 2021/133/R.17	Update on IFAD's Approach to Address the United Nations Strategy to Prevent and Respond to Sexual Harassment, and Sexual Exploitation and Abuse
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6. Documents that are de-linked from Executive Board sessions may also be accessed through the Executive Board page, by clicking on the **Online Review** button.

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Member States Interactive Platform (MSIP) Documents for online review

II. How to comment on documents for online review, linked to an Executive Board session

- 1. To enter a comment on a document linked to a specific Board session, click the **Comment Now** button.
- 2. You may review documents you have previously commented on by clicking the **Access eBoard** button, though you will not be able to edit your comment after the commenting period has ended.

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- 3. The document's detail page is displayed. To view or download the document, click the link of the desired language.
- 4. Take note of the deadline for posting comments.
- 5. Type your comment in the appropriate text box and click on the **Contribute** button when done. *Please note that once posted, comments cannot be edited*.

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Member States Interactive Platform (MSIP) Documents for online review

- 6. The document's detail page is displayed again showing all comments posted, sorted by date with the most recent on top.
- 7. To print the comments, click the **All comments** link located in the print area.
- 8. The list of representatives who have posted comments is displayed on the right-hand side of the page.

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III. How to comment on documents for online review, de-linked from an Executive Board session

- 1. To enter a comment on a document de-linked from a specific Board session, click the **Comment Now** button.
- 2. You may review documents you have previously commented on by clicking the **Access eBoard** button, though you will not be able to edit your comment after the commenting period has ended.

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