

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” ([EB 2023/138/R.10](#)). 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 ([igmr@ifad.org](mailto:igmr@ifad.org)), 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.*

The screenshot displays the IFAD Member States Interactive Platform (MSIP) user interface. At the top, there is a navigation bar with tabs: Home, My Area (highlighted with a red box and number 1), Meetings and Events, Member States, Governance, News, FAQs, and a search icon. Below the navigation bar, there is a breadcrumb trail: My Details / My Country Details / Mailing Lists / Notification settings / Profile settings / Documents Under Review (highlighted with a red box and number 2) / Privacy Policy Agreement. The main content area is titled "John SMITH" and includes a profile picture placeholder, official title (Minister, Alternate Permanent Representative of the Federal Republic of Germany to the International Organizations in Rome), roles with IFAD (Executive Board Representative, Convenor/Sub-List Convenor), and contact details (Direct, E-mail, Tel, Fax, Website). There are buttons for "Update My Password" and "Update My Details...". At the bottom, there is a "Help - how can I...?" section with links to "Use my dedicated space (My Area)", "Access My Country Details, Mailing Lists and Modify My E-mail Notification Settings", "Browse Meetings and Events", and "View and comment on Documents". On the right side, there is a "Documents requiring action" section with a link to "1 Documents Under Review" (highlighted with a red box and number 2).

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

- 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.

### 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.

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.*

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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### 139th session of the Executive Board EB 2023/139/R.14 · President's Report on the Implementation Status of Evaluation Recommendations and Management Actions (PRISMA)

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**Representatives are encouraged to post their comments on this document by 23 August 2023**

Algeria  
21 July 2023 at 13:36:49 (CEST) (5 days ago)  
"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud"

Germany  
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**Help**  
[How to view and comment on documents](#)

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Document already commented by

Algeria

Germany ←

**Contribute**

**Insert your comment**

Normal text - Bold Italic Underline Small

### 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.

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.*

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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Thank you for your contribution.

All Meetings / Executive Board Online Review / COSOP Malawi

### Executive Board Online Review EB 2023/OR/7 · COSOP Malawi

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**Representatives are encouraged to post their comments on this document by 22 August 2023**

Germany  
26 July 2023 at 15:36:29 (CEST) (less than a minute ago)

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**Contribute**

**Insert your comment**

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[Text Area]

Contribute

**Disclaimer**  
Translation of comments is not available.

**Help**

7 How to view and comment on documents

Print

8 All comments

Document already commented by

Germany ←