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Enabling poor rural people
to overcome poverty

Director of the Independent Office of Evaluation of IFAD

Note to Executive Board representatives

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Executive Board — 106th Session
Rome, 20-21 September 2012

For: Approval

Recommendation for approval

The Executive Board is invited to:

- (a) Take note of the resignation submitted by the Director of the Independent Office of Evaluation of IFAD (IOE), Mr Luciano Lavizzari, effective as of 31 October 2012;
- (b) Take note that the selection process for the new IOE Director has been initiated by the Evaluation Committee, as reported by the Chairperson of the Committee in document EB 2012/106/R.5; and
- (c) Take any decision, pending the conclusion of the selection process for the new IOE Director, as may be appropriate.

I. Background

1. The present incumbent of the position of Director, IOE, Mr Luciano Lavizzari, was due to complete his second and final term of office in April 2013. In view of the imminent completion of the term of office, the Evaluation Committee initiated the selection process for the new IOE Director and, at its seventy-second session, considered and approved the steps to be undertaken¹ in accordance with the prescribed procedures.²
2. On 30 July 2012, Mr Lavizzari submitted a letter of resignation³ and, on 31 July 2012, informed the Executive Board representatives and the President of IFAD by e-mail of his decision to resign from the position of Director, IOE, effective as of 31 October 2012.
3. As a consequence of this resignation, the position of Director, IOE will become vacant as of 31 October 2012. As a result, the Executive Board will have to:
 - (a) select and appoint a person to fill the vacant position of Director, IOE;
 - (b) designate an Officer-in-Charge for the vacant period, starting on 1 November 2012 and ending on the date on which the new Director assumes office.

II. Filling the vacant position of Director, IOE

4. Although the Revised IFAD Evaluation Policy⁴ is silent on procedures in the eventuality of resignation by the Director, IOE, such event, being a unilateral act of the incumbent, creates a vacancy that needs to be filled by the Executive Board in accordance with the provisions of the Policy.
5. According to section V, A and B of the Policy, the Executive Board is vested with the authority to decide on the appointment and termination of appointment of the Director, IOE.
6. The selection and appointment processes shall be carried out in accordance with the procedures set out in section V, A of the Revised IFAD Evaluation Policy.⁵ In the

¹ The steps agreed to by the Evaluation Committee are set out in the Report of the Chairperson on the seventy-second session of the Evaluation Committee (EB 2012/106/R.5).

² A copy of the procedures relative to the selection and appointment of the Director, IOE is attached hereto in the annex.

³ The letter of resignation is available for consultation in the Office of the Secretary.

⁴ EB 2011/102/R.7/Rev.1.

⁵ The termination of the appointment of the Director of IOE, on the other hand, is governed by section V, B of the Revised IFAD Evaluation Policy, which specifies the following as grounds for termination: (i) serious unsatisfactory conduct; (ii) if the Director, IOE is considered to have abandoned his/her position or has not taken up the position to which s/he is assigned; (iii) continuous unsatisfactory performance; (iv) inability to perform duties for health reasons; and (v) if the Director, IOE is no longer a national of a Member of the Fund.

selection, appointment and termination of the IOE Director, the Executive Board shall be assisted by the Evaluation Committee, as provided by section II, 3.1(k) of the Terms of Reference and Rules of Procedure of the Evaluation Committee.⁶

III. Designation of the Officer-in-Charge of IOE

7. Taking into consideration that the selection and appointment of a new person to fill the vacant position of Director, IOE will not be completed before 1 November 2012, it will be necessary for the Board to designate the Officer-in-Charge for the interim period, starting on 1 November 2012 and ending on the date on which the new Director assumes office.
8. The Chairperson of the Evaluation Committee, further to consultation with the Committee itself, will make a recommendation for appropriate interim arrangements.

IV. Recommendations

9. In light of the above, the Executive Board is invited to:
 - (a) Take note of the resignation submitted by the Director of the Independent Office of Evaluation of IFAD (IOE), Mr Luciano Lavizzari, effective as of 31 October 2012;
 - (b) Take note that the selection process for the new IOE Director has been initiated by the Evaluation Committee, as reported by the Chairperson of the Committee in document EB 2012/106/R.5; and
 - (c) Take any decision, pending the conclusion of the selection process for the new IOE Director, as may be appropriate.
10. The Chairperson of the Evaluation Committee will update the Executive Board on the ongoing selection process for the new Director, IOE.

⁶ EB 2011/102/R.47/Rev.1.

Procedure for the selection and appointment of the Director, IOE

1. Section V of the Revised IFAD Evaluation Policy states:

"A. Procedure for selecting and appointing Director of IOE

58. The Director IOE shall be appointed by the Board for a single, non-renewable period of six years. The Fund shall enter into a contract with Director IOE in accordance with the terms determined by the Executive Board, which shall be equivalent to D-2 rank positions at IFAD. The following procedures will be applied for the selection and appointment of the Director IOE:

- a) The selection process will be led by a search panel consisting of three representatives of members of the Evaluation Committee including the Chairperson (one each from Lists A, B and C), two independent experts identified by the Evaluation Committee with recognized evaluation experience (at least one of whom would have experience managing an independent evaluation department) and a representative of IFAD's senior management.
- b) IFAD Management shall provide administrative and legal support to the search panel.
- c) The search panel shall develop the position description, ensure that the position is advertised, prepare the short list of applicants, interview and assess the applicants and rank the candidates in order of merit.
- d) To help ensure good quality candidates, if required, a professional headhunting firm may be engaged to help the search panel.
- e) After the search panel completes its work, the Chairperson of the Evaluation Committee will consult with the IFAD President.
- f) The Chair would then present the report of the search panel to the Evaluation Committee. This report will clearly mention the views of the President with respect to the suitability of the recommended candidate and any other concern the President may have about the recommended candidate. Thereafter, the Committee will generate a common understanding on which candidate to recommend to the Executive Board for its decision or to re-start the search process again, in case it found the outcome of the search process unsatisfactory.
- g) The Executive Board will deliberate on the suitability of the candidate recommended by the Evaluation Committee taking into due account the President's views. The Board may decide to endorse the recommendation of the Committee or request the Evaluation Committee to re-start the search process in case it does not agree with the recommendation of the Evaluation Committee.
- h) After the Executive Board has taken a decision on the candidate to appoint as Director IOE, the President or his/her representative will make an employment offer to the candidate.

- i) Director IOE shall not be eligible for other staff positions in IFAD upon the completion of his or her term.”

2. The Terms of Reference and Rules of Procedure of the Evaluation Committee state:

“3. Responsibilities

- 3.1. The Executive Board may refer to the Evaluation Committee any question related to the evaluation functions in the Fund, for which the Executive Board is responsible under the Agreement Establishing IFAD. In addition, the Evaluation Committee should have the following permanent responsibilities:

[...]

- (k) In accordance with the IFAD Evaluation Policy, assist the Executive Board in the selection, appointment, performance review and termination of the Director of the Office;”