

Document: EB 2013/108/C.R.P.1/Rev.3  
Agenda: 3(d)  
Date: 11 April 2013  
Distribution: Public  
Original: English

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Enabling poor rural people  
to overcome poverty

## **Ad-Hoc Working Group on the Appointment of the Director of IFAD's Independent Office of Evaluation**

### **Note to Executive Board representatives**

#### Focal points:

#### Technical questions:

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Executive Board — 108<sup>th</sup> Session  
Rome, 10-11 April 2013

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**For: Approval**

## **Ad-Hoc Working Group on the Appointment of the Director of IFAD's Independent Office of Evaluation**

### **Terms of Reference**

1. The Executive Board (EB) agrees to establish an Ad-Hoc Working Group on the Appointment of the Director of IOE, which will report to the EB and will operate until it has discharged the task assigned to it by the EB, as outlined below.
2. The task of the Ad-Hoc Working Group is to:
  - (a) Review the process undertaken to date to select and appoint a new IOE Director to gather insights and lessons ;
  - (b) Bring to the Executive Board recommendations for completing the selection and appointment process. This needs to be done in a manner that guarantees the independence and credibility of the process for all Board members; and,
  - (c) Bring to the Executive Board any recommendations for revising the Evaluation Policy in whatever way necessary to address any concerns or lessons learned with a view to ensuring a smooth selection and appointment process in the future.
3. The membership of the Ad-Hoc Working Group will consist of:
  - Three members of the Executive Board: one representative from each of the three lists excluding those currently serving on the Evaluation Committee or as List or Sub-List Convenors;
  - One senior representative of IFAD Management, to be appointed by the President; and
  - One expert on human resources from IFAD, to be appointed by the President, as an advisor.
4. Each List shall nominate an EB member to serve on the Ad-Hoc Working Group and all three nominees shall be approved by the EB. The Lists and the individuals nominated shall ensure that no real or perceived conflict of interest exists.
5. The Ad-Hoc Working Group, thus established, shall select its Chair from among its members, with the exception of the senior management representative and the advisor on human resources from IFAD.
6. Timeline
 

By close of EB 108:	Approval of EB Members, based on List nominations and appointment of senior representative of IFAD management and the expert on human resources from IFAD.
19 April:	Deadline for election of Chairperson
31 May:	Deadline for submission to EB of recommendations for completing the selection and appointment process and recommendations for revising the Evaluation Policy.
7. EB members and IFAD management recognize and affirm the importance of safeguarding the process undertaken by the Ad-Hoc Working Group and shall ensure that it fulfils its task with impartiality and on a confidential basis. They also understand that this process will benefit from continuity and that those appointed to the Ad-Hoc Working Group should be in position to serve until the Working Group completes its task.

8. The group will have access to all relevant documentation and information, in accordance with IFAD's rules and procedures.
9. In carrying out its duties, the group may make the use of additional internal as well as external expertise, including the Office of the General Counsel of IFAD.
10. While the Working Group will be governed by Rule 11.2 of the Rules of Procedure of the Executive Board, which states that "Committees and other subsidiary bodies shall not vote but shall submit reports setting out the different views expressed in the body." the Working Group is urged to reach its recommendations on the basis of consensus.