
Draft revised annex I of the IFAD Evaluation Policy

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Useful references: Revised IFAD Evaluation Policy ([EB 2021/132/R.5/Rev.1](#));
Report of the third external peer review of IFAD's evaluation function
([EC 2026/133/W.P.5](#) + [Add.1](#) + [Add.2](#)).

Action: The Evaluation Committee is invited to review the draft revised
annex I of the IFAD Evaluation Policy.

Technical questions:

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Draft revised annex I of the IFAD Evaluation Policy

The Evaluation Committee is hereby invited to consider the proposed revisions to part A of annex I of the Revised IFAD Evaluation Policy ([EB 2021/132/R.5/Rev.1](#)). The changes are reflected as follows: deleted text with strikethrough, added text underlined.

Detailed procedures to select, appoint and dismiss the Director, IOE

A. Selection and appointment of the Director, IOE

1. The selection process is led by a search panel consisting of three Executive Board members who, for the duration of the search panel process are neither members of the Evaluation Committee nor serving as Convenors of their respective Lists and/or sub-Lists (one each from Lists A, B and C and nominated by the Convenors of the respective Lists), and 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). A representative of IFAD's Senior Management participates in the panel as a non-voting member. The Executive Board search panel members choose a chairperson who is not one of the independent experts nor the Management representative.
2. IFAD Management provides administrative and legal support and advice to the search panel. Such support and the recruitment process and procedures are consistent with established IFAD policies, rules and procedures to the extent that they are not superseded by the provisions of the evaluation policy.
3. The search panel develops the position description and ensures that the position is advertised. A professional headhunting firm may be engaged to help ensure that a number of well-qualified candidates are provided to the panel. The search panel decides whether to engage a professional headhunting firm and approves the selection of the firm.
4. From the applicants obtained either through advertising or a professional headhunting firm or both, the search panel draws up a shortlist of candidates, interviews and assesses them, and ranks them in order of merit.
5. The search panel requests the Human Resources Division to verify that the academic and professional credentials of those candidates shortlisted for further consideration are valid before proceeding with its assessment of the shortlisted candidates. Subject to their agreement, personal and professional references of shortlisted candidates are checked at this stage by the Human Resources Division or the professional headhunting firm at the search panel's direction. Otherwise, the search panel requests the Human Resources Division or the professional headhunting firm to carry out reference checks after the search panel has identified its preferred candidate, with the results made available to the search panel before it completes its work.
- ~~6. After the search panel completes its work, the chairperson of the panel consults with the IFAD President to obtain her/his views with respect to the recommendations of the search panel.~~
7. The search panel then prepares a report on its work including the order in which the candidates are ranked, which the chairperson of the search panel presents to a special/dedicated session of the Evaluation Committee. ~~This report clearly mentions the views of the President with respect to the suitability of the recommended candidates, the order in which they are ranked, and any other concern the President may have about the candidates.~~ Thereafter, the Evaluation Committee endeavours to arrive at a consensus on the ranking of candidates in order to

present in the Committee's report to the Executive Board, as far as possible, the consensus views of Committee members. In the event the Evaluation Committee cannot reach a consensus, it provides, along with the list of candidates, a report setting out the different views expressed in the Committee and an explanation of why it has been unable to reach agreement or, if it deems none of the candidates qualified, why the search process should be restarted. This report, approved by all participating Committee members, constitutes the official record of the Committee's meeting. Reporting to the Board on this matter shall be governed by rule 2.3 of the Terms of Reference and Rules of Procedure of the Evaluation Committee. For the purposes of the Evaluation Committee meeting(s) dedicated to consideration of the search panel's report, rule 2.5 of the Terms of Reference and Rules of Procedure of the Evaluation Committee is suspended.

8. The Executive Board deliberates on the suitability of the candidates submitted by the Evaluation Committee ~~taking into due account the President's views~~. The Executive Board may decide to endorse the recommendation of the Evaluation Committee, select a different candidate from among those proposed by the Evaluation Committee, or request the Evaluation Committee to restart the search process in case it concludes that none of the candidates are suitably qualified.
9. After the Executive Board has taken a decision on the candidate to select as Director, IOE, the President or his/her representative makes an employment offer to the candidate and the President will make the formal appointment.
10. In the process of recruiting and selecting the Director, IOE, search panel members must avoid any situation that poses an actual conflict or the potential for or the appearance of a conflict between their individual interests and the performance of their official duties. Considerations for identifying and handling conflicts of interest are set out in section C below.