

Working Group on Technical Cooperation

Minutes of the seventh meeting

9 October 2007

Present: M. Adamantiadis, M. Apostolov, P. Baer, A. Chowdhury, P. Kalamasut, M. Krasznai, S.Ludwizak, E. Ruminska-Zimny, M. Sevilla, S. Yampolskyi.

The meeting started at 10:00 a.m.

Item 1. Reporting on ECE outputs under RPTC

Mr. Chowdhury presented a note on reporting on ECE outputs under the Regular Programme on Technical Cooperation (RPTC), developed by TCU in cooperation with PPMEU. He highlighted the main objectives of this document, including the need to ensure consistency in reporting the RPTC-related outputs and comply with member states' request for strengthening the provision of RPTC programme performance information.

In the discussion that followed the issue of streamlining the reporting procedures was raised. In particular, it was suggested that the Regional Advisers could use their mission reports for providing information about "Advisory services" and "Workshops, seminars and training courses" categories of outputs. In this case, the Regional Advisers would add to their mission reports the respective information using the format given in the note.

It was also emphasized that copies of Regional Advisers' mission reports should be made available to TCU, which would allow the Unit to better analyse the programmatic achievements under RPTC and provide the relevant information to the Headquarters and member States.

The Working Group agreed that:

- (i) RPTC outputs would be reported to TCU based on the format presented in Annex I to the note;**
- (ii) the Regional Advisers would report on RPTC outputs delivered in implementing their 2007 work plans by 15 December 2007;**
- (iii) the possibility of streamlining the RPTC reporting procedures for 2008, in particular using the mission reports, would be explored by TCU and a proposal would be presented to WGTC by the end of 2007.**

Item 2. Evaluation of ECE fund-raising capacity

The TCU Director informed the meeting about the project on evaluation of ECE fund-raising capacity initiated by TCU and presented the Terms of Reference for the evaluation. The main objectives of the project, which will be carried out by a consultant, include reviewing the fund-raising tools and practices employed by the ECE Secretariat, assessing the different approaches taken by the Divisions that succeeded in raising extra budgetary funds, and making recommendations on how to further strengthen the fund-raising capacity of ECE. The study would be based on interviews, in particular with the Division Directors and Regional Advisers, and desk review and analysis. Once prepared, the consultant's report and recommendations will be shared with the ECE senior management and WGTC members.

The WGTC members highlighted the importance of having a final report of high analytical quality and suggested that the following issues could be addressed by the consultant in addition to those outlined in the Terms of Reference:

- cooperation with other organizations willing to finance ECE technical assistance projects/activities without channeling their resources through ECE trust funds;
- the importance of fund-raising for specific projects and centralized fund-raising efforts, in particular in support of SPECA-related activities;
- the analysis of different fund-raising mechanisms and approaches employed by ECE and assessment of their effectiveness for achieving the ECE objectives;
- the ECE's capacity to utilize financial resources provided by donors;

It was also suggested that the evaluation report should incorporate a list of donor countries and organizations, active in providing ECE with extra-budgetary resources, including their areas of preference as well as fund-raising tools/practices which proved to be effective for approaching these donors.

The Working Group agreed that **TCU would forward these suggestions to the consultant. The Working Group members may also wish to raise these issues during their meetings with the consultant.**

Item 3. Regional Advisers' web page

A new web page developed by TCU and dedicated to ECE RPTC-funded activities was introduced under this agenda item. The purpose of the web page was to provide ECE member States with further information on RPTC-related technical cooperation services, including their key achievements. The following information about Regional Advisers' activities has been made available on this web page: (i) each subprogramme's logical framework for the current biennium; (ii) detailed information on Regional Advisers' main goals and directions of work, ongoing/planned technical cooperation activities, and a summary of main results achieved during the previous and current biennia; (iii) links to Regional Advisers' activities available via internet.

The Regional Advisers' web page will be supported by TCU. In this regard **the Regional Advisers were invited to continue to provide TCU with the information about new substantive results achieved through the implementation of their programmes of work, as well as new links to their activities available via internet.**

Item 4. Other business

- Ms. P. Kalampasut informed the meeting about the forthcoming preparation of the 2006-2007 programme performance report, which would include programmatic achievements under Section 22 "RPTC". In this regard **the Regional Advisers were invited to prepare up to 2 paragraphs of information about the substantive results achieved through the implementation of their programmes of work.**

Although no instructions have yet been received from the Headquarters, it is expected that as in previous years the Regional Advisers' inputs should be outcome-oriented. If possible, concrete examples of results (such as new legislation or policies adopted or specialised governmental bodies created by the countries served, etc.) should be provided.

- Mr. A. Chowdhury informed that TCU has started the preparation of the 2007 overview report on ECE technical cooperation activities. As in previous years, the report will be drafted by TCU but inputs from the WGTC members will be required. In this regard a short meeting of the Working Group will be organised in late November.

The meeting was adjourned at 11:30 a.m.