

**Global Partnership for Effective Development Co-operation**  
**Terms of reference – National Co-ordinator for Recipients of Development Co-operation**

## 1. Background

Since its establishment in 2011, more than 160 countries and 46 international organisations have endorsed the **Global Partnership for Effective Development Co-operation** (GPEDC) with the aim of improving the impact of development efforts. To that end, a monitoring framework, comprised of a set of [10 indicators](#), serves to keep all parties mutually accountable and generates evidence on ways to improve development effectiveness.

Developing country governments are invited to participate in the second monitoring round of the GPEDC by leading the process of data collection and validation for the indicators collected at the country level. This will involve collaboration and dialogue with various stakeholders to consolidate data (including providers of development co-operation, civil society organisations, the private sector trade unions and parliamentarians).

Countries that receive development co-operation funds and are interested in joining the GPEDC Second Monitoring Round (2015-2016) are invited to participate and to identify a national co-ordinator, who will be in charge of co-ordinating the monitoring process at the country level.

## 2. Profile

The ideal national co-ordinator:

- Is a senior official in a ministry in charge of aid / development finance flows / development management and co-ordination such as the ministry of finance, planning, or foreign affairs.
- Maintains a solid network with those providers of development co-operation in the country, as well as with other stakeholders in the monitoring process (CSOs, the private sector, trade unions, and parliamentarians).
- Has regularly been engaged in policy dialogue and/or in country-level programming exercises;
- Possesses a sound understanding of the development effectiveness principles and is familiar with the Busan principles for effective development co-operation.

## 3. Role

The national co-ordinator is invited to refer to the [Monitoring Guide](#) to have a comprehensive understanding of his/her role in the monitoring exercise (see particularly Part II, page 12 “Guidance for developing country governments”). An overview of stakeholders’ responsibilities in the monitoring process, and particularly in reporting data, is outlined in Annexes 1 & 2 of these Terms of Reference.

National co-ordinators play a central role in leading monitoring efforts at the country level, by:

- Ensuring that country stakeholders are fully informed about the Global Partnership monitoring efforts and facilitating their contribution to the process;
- Overseeing the collection of country-sourced data either through existing mechanisms and tools or ad hoc processes;
- Organising multi-stakeholder dialogue in support of data consolidation, validation and final review as well as ensuring the overall quality of data;
- Submitting validated data to the JST for Indicators collected at the country level (Indicators 1, 2, 3, 5a, 5b, 6, 7, 8, and 9b).

## 4. Key Activities

The national co-ordinator is invited to coordinate the monitoring exercise by following the steps outlined below. These TORs are conceived as to provide guidance to the national co-ordinator, but the process allows for flexibility and encourages that the proposed activities be – to the extent possible – grounded in the country’s own frameworks and processes (see examples of ways to ground data collection and validation in country process in the Monitoring Guide, page 14).

- **(1) Multi-stakeholder consultation kick-off meeting (Oct – Nov 2015).** To facilitate the data collection and validation process and to ensure an inclusive approach, the national co-ordinator organises an initial meeting with the relevant stakeholders, including:
  - relevant resource persons from government (e.g. sector ministries), from parliament and from subnational governments in decentralised countries,
  - focal points from providers of development co-operation, civil society organisations, the private sector and trade unions.
 The meeting(s) should be an opportunity to 1) raise awareness on the monitoring process, 2) agree on which stakeholders should be involved, 3) agree on a timeline and on roles and responsibilities of each stakeholder.
- **(2) Data collection and validation: (Nov 2015 – March 2016).** The national co-ordinator oversees the data collection and validation, in consultation with relevant stakeholders.

Data collection: the national co-ordinator collects data for indicators 1, 2, 3, 5a, 5b, 6, 7, 8, 9b. He/she is encouraged to use existing data where possible (e.g. extract data from the country's Aid Information Management System), and when the data is not already available, he/she may collect data from relevant stakeholders on an ad hoc basis.

The table below outlines which stakeholders are expected to provide data for each indicator. The national co-ordinator can invite focal points from providers, CSOs, the private sector and trade unions to support data consolidation for their own stakeholder group.

Data validation: the national co-ordinator validates the data with relevant stakeholders.

The table below outlines which stakeholders are expected to participate in data validation for each indicator. The national co-ordinator can invite focal points from providers, CSOs, the private sector and trade unions to support the data validation process. He/she can decide to carry out the data validation through a **closing multi-stakeholder dialogue**.

The national co-ordinator submits validated data to the UNDP-OECD Joint Support Team by **31 March 2016 latest** (using the [data submission tool](#) made available by the Joint Support Team).

***Stakeholders expected to report data  
and to participate in data validation***

Government	indicators 1, 2, 3, 5b, 6, 7, 8
Providers	indicators 1, 2, 3, 5a, 6, 9b
CSOs	indicators 2 and 3
Private sector	indicator 3
Trade Unions	indicator 3

- **(3) Final review (April – June 2016).** Upon receiving final data sets from the UNDP-OECD Joint Support Team, the national co-ordinator ensures a final review in consultation with relevant stakeholders. In case of any error in the data, national co-ordinators are invited to notify the JST.
- **(4) Multi-stakeholder dialogue around findings (Sept – December 2016).** The national co-ordinator is invited to initiate and/or actively participate in discussions on the findings from the monitoring exercise. Reviewing progress in consultation with stakeholders can serve to boost dialogue and help ensure that all co-operation partners match commitments with actions.

## 5. Process to identify the national co-ordinator

In previous efforts to monitor development effectiveness, governments appointed – as national co-ordinators – senior officials in ministries in charge of aid / development finance flows / development co-operation management and co-ordination (i.e. ministries of finances, planning or foreign affairs). Multi-stakeholder dialogue being important to ensure the quality of data, it would be ideal that the selected national co-ordinator has experience in working with different stakeholder groups.

## 6. Duration

The participation of the national co-ordinator goes from 1 October 2015 (or, alternatively, the effective date of appointment) to December 2016.

**Annex 1 – Overview of stakeholders' responsibilities in the overall monitoring process**

Who?	What?
<b>Government</b> (Nat. co-ordinator, engaging relevant ministries/ gov, agencies)	<ul style="list-style-type: none"> <li>- Oversee and coordinate data collection and validation</li> <li>- Provide data for indic. 1, 5b, 6, 7, 8</li> <li>- Coordinate the assessment for indicators 2 and 3</li> <li>- Facilitate dialogue around monitoring results</li> </ul>
<b>Providers</b>	<ul style="list-style-type: none"> <li>- Provide data for indic. 1, 5a, 6, 9b and contribute to data validation</li> <li>- Participate in the assessment for indicators 2 and 3 (focal point)</li> <li>- Participate in dialogue around the monitoring results</li> </ul>
<b>CSOs</b>	<ul style="list-style-type: none"> <li>- Participate in the assessment for indicators 2 and 3 (focal point)</li> <li>- Participate in dialogue around the monitoring results</li> </ul>
<b>Private sector</b>	<ul style="list-style-type: none"> <li>- Participate in the assessment for indicators 3 (focal point)</li> <li>- Participate in dialogue around the monitoring results</li> </ul>
<b>Trade unions</b>	<ul style="list-style-type: none"> <li>- Participate in the assessment for indicators 3 (focal point)</li> <li>- Participate in dialogue around the monitoring results</li> </ul>
<b>Parliamentarians</b>	<ul style="list-style-type: none"> <li>- Participate in dialogue around the monitoring results</li> </ul>
<b>Local authorities</b>	<ul style="list-style-type: none"> <li>- Participate in dialogue around the monitoring results</li> </ul>

**Annex 2 – Overview of stakeholders' responsibilities in reporting data****For each indicator:**

- ✓ Who reports to the national co-ordinator?
- ✓ What type of data (quantitative or qualitative)?

INDICATORS	Gov.	Providers	CSOs	Private sector	Trade Unions	TYPE of DATA
1 Use of country results frameworks	■	■				QUANTI & QUALI
2 CSO enabling environment	■	focal point	focal point			QUALI
3 Private sector engagement	■	focal point	focal point	focal point	focal point	QUALI
5a Predictability (annual)		■				QUANTI
5b Predictability (medium-term)	■					QUALI
6 Aid on budget	■	■				QUANTI
7 Mutual accountability	■					QUALI
8 Gender equality and women's empowerment	■					QUALI
9b Use of PFM and procurement systems		■				QUANTI