

## UNEG 2017 Annual General Meeting Agenda

### Introduction

The 2017 Evaluation Week, which will take place in Vienna between 15<sup>th</sup> and 19<sup>th</sup> May, 2017, will provide a unique forum for UNEG members to get together, face-to-face, to share and exchange latest activities, best practices and lessons and knowledge in evaluation. The 2017 Evaluation Week is organized with the support of the Vienna-based UNEG member organizations.<sup>1</sup>

The main theme of the 2017 UNEG Evaluation Week is “Eradicating poverty and promoting prosperity in a changing world.” It is the same topic of the fifth High-Level Political Forum on Sustainable Development (HLPF), scheduled for July 2017.<sup>2</sup> Discussions at the 2017 UNEG Evaluation Week are expected to contribute to the HLPF, which is annually participated by many of the UNEG member agencies.

As part of the Evaluation Week, a three-day Annual General Meeting (AGM) will be convened. The AGM provides an important business forum to review UNEG’s current work and discuss its upcoming strategies and work programmes.

### 2017 Annual General Meeting

The 2017 AGM will discuss the following items:

- Status and summary of the 2016-2017 work programme.
- UNEG Mid-term Review.
- Planning for the next work plan 2017-2018.

**Table 1. 2017 Evaluation Week: Tentative schedule**

	Monday 15 <sup>th</sup>	Tuesday 16 <sup>th</sup>	Wednesday 17 <sup>th</sup>	Thursday 18 <sup>th</sup>	Friday 19 <sup>th</sup>
Morning (AM)	EPE	EPE	AGM (Open Session)		AGM (Closed Business Session)
Afternoon (PM)	EPE	High-Level Event			

<sup>1</sup> There are four UNEG member agencies in Vienna (and no observers): IAEA, UNIDO, UNODC, and CTBTO.

<sup>2</sup> The HLPF is annually convened under the auspices of the ECOSOC. <https://sustainabledevelopment.un.org/hlpf>.

**Day 1. Wednesday 17th May 2017**  
**LOCATION – ROOM M2**

\*The exact time of each item is subject to change.

Time	Session Details	Session Chair
8:00 am – 8:30 am	<b>Registration</b>	
8:30 am – 9:00 am	<p><b>Opening Session</b> <b>Location: M2</b></p> <ul style="list-style-type: none"> <li>• Welcome remarks by Li Yong, Director General, United Nations Industrial Development Organization (UNIDO)</li> <li>• Opening remarks by Marco Segone, UNEG Chair: Introduction on the implementation of the work plan and implications of the 2030 Agenda for UNEG</li> <li>• Highlights from the High-level Event by Katharina Kayser (UNODC)</li> <li>• Adoption of the AGM 2017 Agenda</li> <li>• Logistics arrangement announcements</li> </ul> <p>Documents:</p> <ul style="list-style-type: none"> <li>- <a href="#">2017 EvalWeek Logistics Note</a></li> <li>- Please find <a href="#">Policy on Approval Processes for UNEG documents</a> for reference</li> </ul>	UNEG Executive Coordinator
9:00 am – 12:00pm	<p><b>Session 1: Strategic Objective 1: Evaluation functions and products of UN entities meet the UNEG Norms and Standards for evaluation</b></p> <p>*The goal of this session is to review the implementation of SO1 work plan and discuss its outputs and next steps.</p> <p><b>Location: M2</b></p>	Colin Kirk, SO4 UNEG Vice Chair

	<p>9:00-9:05 Update on progress to date: Andrea Cook, UNEG Vice Chair</p> <p>9:05-9:45 Professionalization sub-group highlights 2016 &amp; next steps: Judita Jankovic (ICAO) and Susanne Mattsson (UNFPA), Convener and Deputy-Convener</p> <p>9:45-10:25 Peer Review sub-group highlights 2016 &amp; next steps: Michael Spilsbury (UNEP) and Inga Sniukaite (UN Women), Conveners</p> <p>10:25-10:40 <b>Group Photo</b> <b>Coffee break outside BR-A</b></p> <p>10:40-11:20 Decentralized Evaluation Interest Group highlights 2016 &amp; next steps: Alexandra Chambel (UNFPA) and Adan Ruiz Villalba (UNODC), co-Conveners</p> <p>11:20-11:40 Presentation on dissemination of 2016 UNEG Norms and Standards, Andrea Cook, SO1 Vice Chair</p> <p>11:40-12:00 Recap of the Session by the Vice Chair (incl. gaps, challenges, and emerging issues), Andrea Cook, UNEG Vice Chair</p> <p><b>Documents:</b> <u>Professionalization of Evaluation sub-group:</u></p> <ul style="list-style-type: none"> <li>- <a href="#">UNEG Evaluation Competency Framework</a></li> <li>- <a href="#">Professionalization of Evaluation concept note</a></li> </ul> <p><u>Peer Review sub-group</u></p> <ul style="list-style-type: none"> <li>- <a href="#">Professional Peer Review of the Evaluation Function of International Trade Centre and Management Response</a></li> <li>- <a href="#">Professional Peer Review of the Evaluation Function of the United Nations Office on Drugs and Crime</a></li> </ul>	
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	<p><u>Norms and Standards</u></p> <ul style="list-style-type: none"> <li>- <a href="#">2016 Norms and Standards for Evaluation</a> (in six UN official languages)</li> </ul>	
12:00 pm – 1:30 pm	<b>Lunch break</b>	
1:30 pm – 4:30 pm	<p><b>Session 2: Strategic Objective 2: UN entities and partners use evaluation in support of accountability and programme learning</b></p> <p>*The goal of this session is to review the implementation of SO2 work plan and discuss its outputs and next steps.</p> <p><b>Location: M2</b></p> <p>1:30-1:35 Update on progress to date: Oscar Garcia, UNEG Vice Chair</p> <p>1:35-2:10 Highlights 2016 &amp; next steps by the sub-group on Elaborate guidance for stakeholder engagement: FAO, Convener</p> <p>2:10-2:45 Highlights 2016 &amp; next steps by the sub-group on Develop a checklist for quality recommendations: WFP, Convener</p> <p>2:45-3:00 <b>Coffee break outside BR-A</b></p> <p>3:00-3:35 Highlights 2016 &amp; next steps by the sub-group on study on governance and use of evaluation: IFAD, Convener</p> <p>3:35-4:10 Highlights 2016 &amp; next steps by the sub-group on Knowledge management on use of evaluation: IAEA, Convener</p> <p>4:10-4:30 Recap of the session by the Vice Chair (incl. gaps, challenges, and emerging issues), Oscar Garcia, UNEG Vice Chair</p> <p><b>Documents:</b></p> <ul style="list-style-type: none"> <li>- <a href="#">UNEG principles for stakeholder engagement</a></li> <li>- <a href="#">UNEG checklist on quality of evaluation recommendations</a></li> <li>- <a href="#">Implications of the governance structures of UNEG members in promoting the use of evaluative evidence for informed decision-making (exploratory study)</a></li> </ul>	Indran Naidoo, UNEG Vice Chair

## Day 2. Thursday 18th May 2017

### LOCATION – ROOM M2

Time	Session Details	Session Chair
8:30 am – 12:00 pm	<p><b>Session 3: Strategic Objective 3: Evaluation informs UN system-wide initiatives and emerging demands</b>            *The goal of this session is to review the implementation of SO3 work plan and discuss its outputs and next steps.  <b>Location: M2</b></p> <p>8:30-8:35 Introduction by Indran Naidoo, Vice Chair            8:35-9:10 Gender Equality &amp; Human Rights sub-group highlights 2016 &amp; next steps: Sabrina Evangelista (UN Women)/ Messay Tassew (UN Women) and Sabas Monroy (OHCHR), co- Conveners            9:10-9:45 Humanitarian Evaluation Interest Group highlights 2016 &amp; next steps: Sally Burrows (WFP) and Francesca Bonino (UNHCR), co-Conveners            9:45-10:15 Independent System-wide Evaluation (ISWE) summary, lessons 2016 &amp; next steps, Indran Naidoo (SO3 Vice Chair) and Colin Kirk (SO4 Vice Chair)</p> <p>10:15-10:30 <b>Coffee break outside BR-A</b></p> <p>10:30–11:05 Culture and Evaluation Interest Group highlights 2016 &amp; next steps: Susanne Frueh (UNESCO)            11:05-11:40 SDG Working Group highlights 2016, SDG roadmap &amp; next steps: Indran Naidoo, SO3 Vice Chair and Group Convener            11:40-12:00 Recap of the session by the Vice Chair (incl. gaps, challenges, and emerging issues), Indran Naidoo, UNEG Vice Chair</p>	Oscar Garcia, UNEG Vice Chair

	<p>*Discussions on SDGs will take place under both SO3 and SO4. SO3 will focus on technical aspects and UNEG members' efforts/activities in this regard</p> <p><b>Documents:</b>  <u>Gender Equality &amp; Human Rights sub-group (working papers):</u></p> <ul style="list-style-type: none"> <li>- <a href="#">Independent Review of UN-SWAP Evaluation Performance Indicator Reporting</a></li> <li>- <a href="#">UN-SWAP Evaluation Performance Indicator 2016 Reporting Cycle Results</a></li> <li>- <a href="#">Good Practices Integrating Gender Equality and Human Rights in Evaluation</a></li> <li>- <a href="#">UN-SWAP Peer Learning Exchange 2016 – Lessons Learned</a></li> <li>- <a href="#">UN-SWAP Frequently Asked Questions</a></li> </ul> <p><u>Culture and Evaluation Interest Group:</u></p> <ul style="list-style-type: none"> <li>- <a href="#">Evaluation informs UN system-wide initiatives and emerging demands</a></li> </ul>	
12:00 pm – 1:30 pm	<b>Lunch Break</b>	
1:30 pm – 3:30 pm	<p><b>Session 4: Strategic Objective 4: UNEG benefits from and contributes to an enhanced global evaluation profession</b></p> <p><b>Location: M2</b></p> <p>*The goal of this session is to review the implementation of SO4 work plan and discuss its outputs and next steps.</p> <p>1:30-1:45      Update on progress to date: SO4 Vice Chair  1:45-3:15      Partners' Panel/Presentations/Discussion  3:15-3:30      Recap of the session by the Vice Chair (incl. gaps, challenges, and emerging issues), Colin Kirk, UNEG Vice Chair</p> <p>*Discussions on SDGs will take place under both SO3 and SO4. SO4 will focus on opportunities and challenges UNEG facing in a broader context, following the adoption of the 2030 Agenda, as well as UNEG's co-chairship at EvalPartners.</p>	Andrea Cook, UNEG Vice Chair

	3:30-4:00 <b>Coffee break outside BR-A</b>	
4:00 pm -5:00 pm	<p><b>Session 5: Reflections on Sessions 1-4 by the UNEG Executive Group</b> <b>Location: M2</b></p> <p>UNEG Chair and vice-Chairs to go over key issues discussed in the previous sessions.</p>	
Self-pay dinner	<b>Cancelled</b>	

### Day 3. Friday 19 May 2017

Time	Session Details	Session Chair
8:30 am – 12:45 pm	<p><b>Session 6: UNEG Business Meeting (closed session)</b> *The goal of this session is to reach agreement on ways forward. <b>Location: M2</b></p> <p>8:30-8:45 Announcement/Endorsement of the new UNEG Chair and SO4 Vice Chair, official hand over 8:45-9:45 Executive Coordinator’s Annual Report, by UNEG Executive Coordinator</p> <ul style="list-style-type: none"> <li>• Annual and Financial Report</li> <li>• UNEG Mid-term Review proposal</li> </ul> <p>9:45-10:30 SDG Roadmap, Indran Naidoo, Vice Chair SO3</p> <p><b>Documents:</b></p> <p>- <a href="#">Executive Coordinator’s Annual and Financial Report 2016-2017</a></p>	UNEG Chair

	<ul style="list-style-type: none"> <li>- <a href="#">Terms of reference for the Mid-Term Review</a></li> </ul> <p>10:30-10:45 <b>Coffee break outside BR-A</b></p> <p>10:45-12:45 Decisions on the Strategic Objectives and Update on the UNEG 2017-2018 work-plan: SO1 and SO2</p> <ul style="list-style-type: none"> <li>- Andrea Cook, UNEG Vice Chair for SO1</li> <li>- Oscar Garcia, UNEG Vice Chair for SO2</li> </ul>	
12:45 pm – 1:45 pm	<b>Lunch break</b>	
1:45 pm – 4:00 pm	<p><b>Session 6 continued: UNEG Business Meeting (closed session)</b></p> <p><b>Location: M2</b></p> <p>1:45-3:45 Decisions on Strategic Objectives and Update on the UNEG 2017-2018 work-plan:</p> <ul style="list-style-type: none"> <li>- Indran Naidoo, UNEG Vice Chairs for SO3</li> <li>- UNEG Vice Chair for SO4</li> </ul> <p>3:45-4:00 Conclusion and announcement of the next AGM city</p>	UNEG Chair
4:00-5:30	UNEG Executive Group meeting	