

UNEG 2018 Annual General Meeting (AGM) Agenda

Introduction

The 2018 Evaluation Week, which will take place in Rome between 7th and 11th May, 2018, 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 2018 Evaluation Week is organized with the support of the Rome-based UNEG member organizations.¹

As part of the Evaluation Week, a two-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.

2018 Annual General Meeting

The 2018 AGM will discuss the following items:

- UNEG Mid-term Review results and the way forward
- Discussion on strategic issues
- Status of the 2017-2018 work programme
- Planning for 2018-2019 work programme

Table 1. 2018 Evaluation Week: Tentative schedule

Monday 7th May	Tuesday 8th May	Wednesday 9th May	Thursday 10th May	Friday 11 th May
Professional Development Seminar	EPE	EPE	AGM	AGM

Venue: Room Iraq A235, FAO Headquarters, Rome, Italy

¹ There are three UNEG member agencies in Rome, Italy: FAO, IFAD and WFP.

Day 1. Thursday 10th May 2018

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

Time	Session Details	Session Chair
8:30 am – 9:00 am	Arrival	
9:00 am – 9:30 am	Opening Session <ul style="list-style-type: none"> Welcome remarks by Maria Helena Semedo, FAO Deputy Director-General Opening remarks by Susanne Frueh, UNEG Chair Highlights from Professional Development Seminar and EPE by EPE committee member Amelie Solal Celigny (FAO) Adoption of the AGM 2018 Agenda Logistics arrangement announcements <p>Documents:</p> <ul style="list-style-type: none"> - 2018 EvalWeek Logistics Note - Please find Policy on Approval Processes for UNEG documents for reference 	Arild Hauge, UNEG Executive Coordinator
9:30 am – 1:00pm	Session 1: Strategic Issues and the Way Forward <p>* The goal of this session is to discuss strategic issues relevant to UNEG's future working areas</p> <p>Discussion on strategic issues:</p> <p>9:30am–10:10am UN reforms and SDGs (led by Susanne Frueh, UNEG Chair)</p> <p>10:10am –10:45am Peer Reviews (led by Michael Spilsbury & Inga Sniukaite, Peer Review working group conveners)</p> <p>10:45am -11:15am Group Photo & coffee break</p> <p>11:15am -11:45am UNEG partnership strategy (led by Masahiro Igarashi, SO4 Vice-Chair)</p> <p>11:45am -12:15pm Evaluation criteria (led by Indran Naidoo, SO3 Vice-Chair)</p> <p>12:15pm-12:45pm Evaluation training and national evaluation capacity development (led by Andrea Cook, SO1 Vice-Chair and Arild Hauge, NEC conference organizer)</p> <p>Documents:</p>	

12:45 pm – 2:00 pm	Lunch break	
2:00 pm – 5:40 pm	<p>Session 2: UNEG SO activities 2017-2018</p> <p>*The goal of this session is to review the progress of workplan 2017-2018</p> <p>2:00pm - 2:10pm</p> <ul style="list-style-type: none"> - Guest speaker presentation: SDGs and oversight, by Heidi Mendoza, OIOS Under-Secretary-General <p>2:10pm – 5:40pm</p> <ul style="list-style-type: none"> - Vice Chairs and WG conveners present their respective SOs: progress, challenges, emerging issues and proposed next steps <p>2:10 pm -3:10 pm Strategic Objective 1 (SO1) Evaluation functions and products of UN entities meet the UNEG Norms and Standards for evaluation</p> <ul style="list-style-type: none"> - Introduction: Andrea Cook, UNEG Vice Chair - Professionalization sub-group highlights & next steps: Susanne Mattsson (UNFPA) and Jacqueline Flentge (WFP), co-Conveners - Peer Review sub-group highlights & next steps: Michael Spilsbury (UNEP) and Inga Sniukaite (UN Women), co-Conveners <p>Documents:</p> <ul style="list-style-type: none"> o Modalities for evaluating, reviewing or assessing an Evaluation Function o Background note on the UNEG peer review mechanism - Decentralized Evaluation Interest Group highlights & next steps: Alexandra Chambel (UNFPA) and Adan Ruiz Villalba (WIPO), co-Conveners - Ethics and Code of Conduct Guidance Taskforce: Gaby Duffy (WFP), convener 	Chair: Susanne Frueh, UNEG Chair

	<ul style="list-style-type: none"> - Recap of the Session by the Vice Chair (incl. gaps, challenges, and emerging issues), Andrea Cook, UNEG Vice Chair <p>3:10 pm – 3:40 pm Strategic Objective 2 (SO2) UN entities and partners use evaluation in support of accountability and programme learning</p> <ul style="list-style-type: none"> - Introduction: Oscar Garcia, UNEG Vice Chair - Highlights & next steps by the sub-group on Elaborate guidance for stakeholder engagement: FAO, Convener - Highlights & next steps by the sub-group on Develop a checklist for quality recommendations: WFP, Convener - Highlights & next steps by the sub-group on Knowledge management on use of evaluation: IAEA, Convener - Recap of the session by the Vice Chair (incl. gaps, challenges, and emerging issues), Oscar Garcia, UNEG Vice Chair <p>3:40 pm - 4:10 pm Coffee break</p> <p>4:10 pm – 5:10 pm Strategic Objective 3 (SO3) Evaluation informs UN system-wide initiatives and emerging demands</p> <ul style="list-style-type: none"> - Introduction by Indran Naidoo, Vice Chair - Gender Equality & Human Rights sub-group highlights & next steps: Messay Tassew (UN Women) and Sabas Monroy (OHCHR), co- Conveners <p>Document:</p> <ul style="list-style-type: none"> ○ Revised UN-SWAP Evaluation Performance Indicator Technical Note and Scorecard (approved Guidance document) ○ Draft Guidance on Evaluating Institutional Gender Mainstreaming <ul style="list-style-type: none"> - Humanitarian Evaluation Interest Group highlights & next steps: Francesca Bonino (UNHCR) and Elise Benoit (WFP), co-Conveners 	
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	<ul style="list-style-type: none"> - Culture and Evaluation Interest Group highlights & next steps: Amir Piric (UNESCO), Convener <p>Document: Development of Culturally Responsive Criteria for Evaluations Concept Note</p> <ul style="list-style-type: none"> - SDG Working Group highlights, SDG roadmap & next steps: Indran Naidoo, SO3 Vice Chair and Group Convener - Recap of the session by the Vice Chair (incl. gaps, challenges, and emerging issues), Indran Naidoo, UNEG Vice Chair <p>5:10 pm – 5:40 pm Strategic Objective 4 (SO4) UNEG benefits from and contributes to an enhanced global evaluation profession</p> <ul style="list-style-type: none"> - Highlights and next steps (incl. gaps, challenges, and emerging issues): Masahiro Igarashi, UNEG Vice Chair <p>Documents:</p> <ul style="list-style-type: none"> - Draft UNEG Partnership Strategy 	
6:00pm-8:00pm	UNEG Reception at FAO terrace	

Day 2. Friday 11th May 2018

Time	Session Details	Session Chair
8:30 am-9:00am	Arrival	
9:00am-10:00am	<p>Session 3: Executive Coordinator Report</p> <p>Documents:</p> <ul style="list-style-type: none"> - Executive Coordinator's Annual Report 2017-2018, finances, membership - Report on Elections, Introduction of new EG members 	Chair: Susanne Frueh, UNEG Chair
10:00 am- 12:30pm	Session 4: UNEG Midterm Review and the Way Forward	Miguel Jimenez-Pont, MTR

	<p>* The goal of this session is to discuss the findings and recommendations of UNEG Midterm Review report and the way forward</p> <p>10:30am -11:00am Coffee break</p> <p>Documents:</p> <ul style="list-style-type: none"> - Midterm Review Report 	Management Group Chair
12:30pm – 2:00pm	Lunch break	
2:00pm – 3:00pm	<p>Session 5: UNEG Workplan 2018-2019</p> <p>*The goal of this session is to discuss the way forward</p> <p>Chair and Vice Chairs present their thoughts on the way forward (workplans) based on previous discussions</p>	Chair: Susanne Frueh, UNEG Chair
3:00pm-3:30pm	Coffee break	
3:30 pm – 4:30 pm	Session 5: UNEG Workplan 2018-2019 (continued)	Chair: Susanne Frueh, UNEG Chair
4:30 pm – 5:30 pm	Executive Group meeting	