

Action Plan Deliverables

(Updated 8 February 2008)

	Deliverable	WG	Deadline	Approv.	Status
Working Group 1					
1.1	Quality assurance function for projects at entry established by IFAD and key external partners	1, now 2	2nd quarter 2006		Now under WG2; piloting scheduled for Feb 08
1.2	New Policies are in line with mechanisms for policy guidance	1	4th quarter 2006		Done: PB signed Oct. 07 
1.3	Strategic Framework 2007 - 2010 presented to the EB	1	Dec-06	EB	Done, as scheduled 
1.4	Results Framework for the Strategic Framework presented to Executive Board (non-original deliverable)	1	Sep-07	EB	Done, as scheduled 
1.5	Revised quality assurance review processes approved by management	1, now 2	Dec-06	MGT	Now under WG2; piloting scheduled for February 2008; approval to follow
1.6	IFAD's first medium term plan presented to the EB	1	Apr-07	EB	Cancelled 
1.7	Partnership agreements signed with centres of excellence	1	2nd quarter 2007		Progressing: 1 agreement with IFPRI; further agreement with CGIAR a possibility
1.8	Strategic priorities for a revised results based programme of work and budget presented to the EB	1	Sep-07	EB	Done, as scheduled 
1.9	Revised results based programme of work and budget presented to the EB	1	39417	EB	Done, as scheduled 
1.1	Report on IFAD's development effectiveness presented to the EB	1	39417	EB	Done, as scheduled 
1.11	Recognition and award systems established	1, ex-4	3rd quarter 2006		Replaced by 1.21-1.36 
1.12	Revised roles and performance measures implemented	1, ex-4	4th quarter 2006		Replaced by 1.21-1.36 
1.13	Revised staffing structure adopted	1, ex-4	4th quarter 2006		Replaced by 1.21-1.36 
1.14	Career guidelines implemented	1, ex-4	4th quarter 2006		Replaced by 1.21-1.36 
1.15	Results of workload analyses reviewed by mgt, staff competency gap completed	1, ex-4	Dec-06	MGT	Replaced by 1.21-1.36 
1.16	Recommendations of the ICSC on pilot and full implementation presented to mgt	1, ex-4	Dec-08	MGT	Replaced by 1.21-1.36 
1.17	Performance mgt system and accountability framework in place	1, ex-4	2nd quarter 2007		Replaced by 1.21-1.36 
1.18	Short term wins generated and success stories are communicated	1, ex-4	On going		Replaced by 1.21-1.36 
1.19	Staff understands and uses new processes	1, ex-4	On going		Replaced by 1.21-1.36 
1.20	Change vision communicated and understood	1, ex-4		MGT	IFAD Vision developed; to be finalised
1.21	Establishment, functioning of Human Resources Strategic Management Committee (HRSMC)	1, ex-4	39326	MGT	Done; first meeting held Sep 07 
1.22	Framework HRM strategic guidelines adopted	1, ex-4	39326	MGT	Done, approved by HRSMC Sep 07 
1.23	Definition and adoption of corporate career and skills strategy	1, ex-4	Nov-07	MGT	Has subsumed 2.8, 2.9. Work started Sep. 07
1.24	Definition and adoption of staff re-assignment and rotation policy	1, ex-4	Nov-07	MGT	Work started Sep 07
1.25	Quarterly reporting on HRM to Senior Management starts	1, ex-4	Dec-07	MGT	Work started Sep 07
1.26	Definition and adoption of Managers' HRM role and accountability framework	1, ex-4	Oct-07	MGT	Work started Sep 07
1.27	Development and agreement of staffing plans at Div. level	1, ex-4	Nov-07	MGT	Started
1.28	Assessment of all middle managers completed	1, ex-4	Dec-07	MGT	In progress; web-based assessment completed; Management Development Centre training ongoing
1.29	Definition of FH's future role, structure and services	1, ex-4	Oct-07	MGT	In progress
1.30	FH functional staffing plan finalised	1, ex-4	Oct-07	MGT	In progress
1.31	Analysis of recents assessment for FH staff	1, ex-4	Oct-07	MGT	In progress
1.32	HR transaction process streamlining (benefits) adopted	1, ex-4	Oct-07	MGT	Work started
1.33	Reskilling of FH staff completed	1, ex-4	Dec-07	MGT	Training plan completed; training courses ongoing
1.34	Definition, agreement of new IFAD corporate values (non-original deliverable)	1, ex-4	Sep-07	MGT	Done, July 2007 
1.35	Official launch new values (non-original deliverable)	1, ex-4	Sep-07	MGT	Done, Sep 07 
1.36	Implementation of new values (coaching, training, alignment with HR and business processes, monitoring)	1, ex-4	Mar-08	MGT	Work started Sep 07: identification of main discrepancies in progress

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Working Group 2						
2.1	Agreement establishing IFAD amended to follow for a range of supervision modalities	2	2006	GC	Done, as scheduled	
2.2	New COSOP outline approved by EB	2	Sep-06	EB	Done, as scheduled	
2.3	Revised Project approval format presented to the EB	2	Sep-06	EB	Done, as scheduled	
2.4	Core supervision and implementation support requirements approved by mgt	2	3rd quarter 2006	MGT	Done	
2.5	Guidelines for quality at entry, design and implementation adopted by mgt	2	4th quarter 2006	MGT	Done: PB signed Jan 08	
2.6	COSOP strategy and guidelines adopted by Management	2	4th quarter 2006	MGT	Done, as scheduled	
2.7	Guidelines for in country engagement adopted by management	2	4th quarter 2006	MGT	Replaced by 2.23	
2.8	Workload analyses and skills matching completed for country teams	2	4th quarter 2006		Integrated into 1.23	
2.9	Workload analyses and skills matching completed for staff	2	4th quarter 2006		Integrated into 1.23	
2.10	Guidelines for different supervision modalities adopted by mgt	2	4th quarter 2006	MGT	Supervision Guidelines issued Oct 07	
2.11	Supervision Policy approved by EB	2	Dec-06	EB	Done, as scheduled	
2.12	Loans and Grants presented in revised format to the EB	2	Dec-06	EB	Done, as scheduled	
2.13	In country partnerships established under new supervision policy	2	1st quarter 2007		Progressing: supervision guidelines provide basis for partnership arrangements	
2.14	90-100% of loans approved after 2005 have effective monitoring and evaluation systems	2	1st quarter 2007		Cancelled: this is a target, rather than a deliverable	
2.15	Capacity building programmes for monitoring and evaluation established in all regions	2	1st quarter 2007		Done: programmes established in all regions	
2.16	Evaluation of field presence pilots presented to the EB	2 / OE	Sep-07	EB	Done: Conference Room Paper approved	
2.17	Activity Plan for Country Presence presented to the EB	2	Dec.07		Deon: presented Dec 07	
2.18	Team accountability framework approved, including links to annual performance and career development	2	4th quarter 2007		Achieved through Divisional Management Plans	
2.19	Interdepartmental accountability framework approved	2	4th quarter 2007		Achieved through Departmental Management Plans	
2.20	Project completions reports with satisfactory outcomes increased to 75% as reported by the ARRI	2	4th quarter 2007		This is a target rather than a deliverable. However, progress is being made; ARRI to assess	
2.21	Effective partnerships are confirmed by external peer reviews	2	4th quarter 2007		Client survey piloted end-2007, to be fully operationalised 2008	
2.22	QE training for CPMs/internal reviewers/directors	2	3rd quarter 2007		On schedule	
2.23	Supervision training for Country Teams	2	3rd quarter 2007		Done: 130 staff trained	
2.24	Guidelines for country engagement - WIKI website for sharing of best practice operational	2	3rd quarter 2007		Under development	
Working Group 3						
3.1	Learning Notes issued and systematically used	3	1st quarter 2006		Done	
3.2	Version one of Rural Poverty Portal online	3	1st quarter 2006		Done	
3.3	KM and innovation integrated into work programme and budget planning	3	3rd quarter 2006		Done, through CPPMS (POWB, Dep.MP, Div.MP, PES)	
3.4	Guidelines for scaling up innovations with and by partners	3	4th quarter 2006	MGT	To be incorporated into training programme under 3.5	
3.5	Training courses on KM and innovation established	3	4th quarter 2006		Draft KM tool Kit prepared training on innovation to be determined after board approval	
3.6	Strategy on KM approved by Management	3	4th quarter 2006	MGT	Done, April 07	
3.7	Strategy on KM approved by EB (non-original deliverable)	3	Dec-06	EB	Done April 07	
3.8	KM and innovation addressed by 20% of the objectives of the staff PES	3	1st quarter 2007		To be incorporated in HR processes (PES - without %, recruitment). Draft competencies prepared	
3.9	Knowledge mgt and innovation objectives included in project/programme design	3	2nd quarter 2007		Done: reflected in COSOP, project design, QE/QA	
3.10	Job descriptions amended to include knowledge mgt and innovation responsibilities	3	2nd quarter 2007		Work ongoing: some job descriptions already amended	
3.11	Strategy on Innovation approved by management	3	2nd quarter 2007	MGT	Done, September 2007	
3.12	Strategy on innovation approved by EB (non-original deliverable)	3	Sep-07	EB	Done, September 2007	
3.13	Fully Functional Rural Poverty Portal implemented	3	4th quarter 2007		Work progressing: on track	