



Global Strategy
IMPROVING AG-STATISTICS



Second Meeting of the Global Executive Board (GEB)

Summary Record



DATE, TIME, VENUE

Date: 19 July 2012

Time: 16:00-18:00 Hrs. (Rome Time)

Venue: The meeting was carried out through telephone conferencing.

LEAD PARTICIPANTS

AfDB: Oliver Chinganya (Mr.)

BMGF: Chris Gingerich (Mr.)

DFID: Frances Harper (Ms.)

Ethiopia: Samia Zekaria (Ms.) - Chair

FAO: Pietro Gennari (Mr.)

Philippines: Romeo Recide (Mr.)

UNESCAP: Haishan Fu (Ms.)

AGENDA

1. Approval of draft Manual of Procedures for disbursement of funds to PPs;
2. Endorsement of annual workplans and budgets submitted by PPs for 2012;
3. Approval of allocation of funds available (based on decisions from the last GSC meeting decision);
4. Instructions to FA to disburse funds to PPs to support activities in 2012;
5. Date and venue of the next GEB meeting.

OUTCOMES

1. Approval of draft Manual of Procedures for disbursement of funds to PPs.

Introduction (ESS): The draft Manual was prepared by FAO Units concerned with Funds Administrator functions (Statistics Division, Technical Cooperation, Finance and operations, Legal Office, Monitoring). It outlines the requirements, procedures and steps for disbursement of funds by Funds Administrator to participating Partners.

The Secretariat requested that:

- The main text (from page 1 to page 8) be put forward for endorsement.
- From Annex 1 to Annex 3 (inclusive), was not put forward as the templates are still being developed.
- From Annex 4 to Annex 7 (inclusive), the contents are only for reference as they have already been approved by the GSC; no endorsement is required.

Discussion: There were concerns that there was no monitoring of the logical framework described in the Manual. The templates in Annexes 1 to 3 were not sufficiently detailed to allow for accountability or to facilitate Monitoring and Evaluation using indicators for Global Analysis, as also the cost per output and major activity.

However, as disbursement of funds needed endorsement of procedures, it was agreed that the main text of the Manual of Procedures be endorsed, subject to refinements of templates in the annexes 1 to 3.

DECISION 1: The procedures and steps described in the Manual were endorsed in principle by the GEB with provision to add a more robust M&E framework and that the Manual remains open to further adjustments that GEB considers necessary.

2. Endorsement of annual workplans and budgets

Introduction:

The Participating partners (FAO Regional Office for Asia and Pacific, in consultation with UNESCAP and ADB, AfDB and UNECA, FAO Regional Office for LAC; FAO Regional Office for Europe (for CIS countries); FAO Regional Office for Near East; FAO Statistics Division) submitted an annual workplan and budget using the templates provided to them. It was specified that the workplans should not exceed the hard commitments for the entire year 2012 and disbursement will be up to the funds available - namely the first tranche from DFID. The hard commitments for 2012 are listed in table 1, section 3.

For CIS, LAC, Near East and Asia and Pacific region, the workplans and budgets were based on the initial needs of the regions for preparing the regional action plans and establishing the regional governing bodies as described in Section C of the Manual of Procedures.

Discussion:

- All workplans and budgets:
 - The cost of outputs and major activities has to be added in the workplans.
 - Detailed notes on the inputs required for these activities have to be added in the budgets.

Workplans and budgets for ***CIS, Near East, LA and the Caribbean and Global***: the Project Servicing Cost (PSC) of 7% was not calculated or in some cases not calculated correctly. The workplans and budgets are to be amended to show the PSC costs included in the ***budgets and workplans***.

- Workplan for ***Asia and the Pacific (A&P)***: A&P had made some adjustment on their budget after the submission to the GEB as there were some calculation errors.

Moreover, activity 1.1 was placed under Output 2 and activity 2.1 under Output 1 as they were initially under the wrong outputs.

There was a comment raised regarding the high cost for staff since the plan and budget are only for an advance to support the initial phase of preparation of the Regional Action Plan. The rationale for that was: firstly, the capacity in the region is quite limited and secondly, the staff in the Regional Office will be included in the budget now, but some staff will be hired to assist with the finalization of the plan and fully some staff will be hired to assist with the finalization of the plan and fully hired when implementation starts after the requirements are met (Regional Action Plan, regional Governing Bodies and MoUs signed).

- Workplan for ***Africa***: According to the Manual, as Africa has two PPs, the regional Secretariat should have consolidated the two workplans in one regional workplan (with two separate budgets) and submitted it to the Regional Steering Committee (RSC) for approval. However, due to time constraints, approval was requested through email with a very tight deadline. Therefore, the GEB suggested waiting until the end of this week in order to receive all comments of the RSC members.

Mr. Gennari informed the GEB about the already established contact with the potential donors in LA and the Caribbean and CIS regions. Also, the possibility of tapping into the World Bank Trust Fund for CIS countries was noted.

DECISION 2:

- ***The workplans and budgets for A&P and the Near East were endorsed with request for minor adjustments and additional information on output/activity cost and description of inputs.***

- **The workplans for CIS, LA and the Caribbean regions as well as the Global ones were endorsed subject to the corrections of the PSC costs and additional information on output/activity cost and description of inputs.**
- **The Africa workplan will be resubmitted as a consolidated workplan, following approval by the RSC. The GEB can approve this by a written procedure.**

3. Approval of allocation of available funds to PPs (based on decisions from the last GSC meeting)

Introduction: The allocation of available funds, which is the first tranche from DfID, is based on the DfID Business case and the allocation of hard commitments made to the regions and global level at the 3rd GSC meeting on 7 June 2012 as below.

PPs were asked to prepare an annual workplan based on the total hard commitments expected for 2012. The approval of allocation of funds was based on the 1st tranche received from DFID. It has been agreed that the first disbursement of funds to the regional levels will be done, to support the preparation of regional action plans and setting up the regional governing bodies, where relevant (initial phase).

For the case of Asia and the Pacific (A&P) a workplan with a budget below the funds available for the region from the 1st tranche was submitted, since at the moment it can receive only funds for the initial phase. The workplan includes provision to support the activities of the regional office.

Table 1: Hard commitments and 1st tranche of DFID

	TOTAL	Allocation between Global and Regional Levels					
		Global level	Africa	Asia & the Pacific	LA and the Caribbean	Near East	CIS
Hard commitments for 2012 (funds expected for 2012 from signed agreements with DFID)	5,078,125	2,109,375	1,484,375	1,296,375	90,000	50,000	48,000
Available funds (1 st tranche from DfID)	3,164,557	1,236,416	870,071	870,071	90,000	50,000	48,000
Amounts of workplans and budgets for 2012		2,109,375	1,488,365 (977,445 AfDB and 510,920 UNECA)	375,140	90,000	50,000	48,000
Amount approved for disbursement		1,236,416	0	375,140	90,000	50,000	48,000

DECISION 3: *The allocation of available funds (1st tranche from DfID) was endorsed as shown in Table 2: Funds to be disbursed by the Fund Administrator (see below).*

4. Instructions to Funds Administrator to disburse funds to PPs to support activities in 2012

DECISION 4: *The GEB decided to give instructions to the FA to disburse funds only to the PPs whose workplans and budgets were approved, and/or for the preparation of regional action plans and setting up of regional governance bodies (initial phase).*

Instructions will be formally sent to the FA (together with the approved workplans and budgets) by the Secretariat in the name of the GEB, as follows:

Table 2: Funds to be disbursed by the Fund Administrator

	Funds disbursed to	Approved allocation (US\$)	Disburse funds (Yes/No)	Funds transfer to	Note
1	Global level	1,236,416	Yes	FAO/ESS	
2	Africa	0	No	AfDB & UNECA	One workplan and two budgets need to be revised and endorsed by the RSC
3	Asia & the Pacific	375,140	Yes	FAORAP	
4	CIS	48,000	Yes	REUT	
5	LA and the Caribbean	90,000	Yes	FAORLC	
6	Near East	50,000	Yes	FAORNE	
	TOTAL	1,799,556			

**Note: PSC of 2% will be charged by the Fund Administrator when disbursing funding to a Participating Partner other than FAO. PSC of 7% will be charged to PPs at FAO headquarters or FAO regional offices.*

5. Date and venue of the next GEB meeting:

The next GEB meeting will be hosted by UNECA, during the African Regional Steering Committee meeting in Addis Ababa, Ethiopia. The planned date is at the end of September 2012.

