

**First meeting of the ad hoc working group on effectiveness evaluation**

UNEP/POPs/

Geneva, Switzerland, 10-12 November 2009

Annotated Agenda**November 10**

- 9:00 1. Opening and Welcome (SSC)
- 9:15 2. Organization of work of the ad hoc working group
- Selection of chair/co-chairs
 - Adoption of the agenda
 - Review of terms of reference (see Decision SC-4/32)
 - Objectives of the meeting
 - Organization of work
- 10:00 3. Overview (SSC)
- Obligations under the Convention (Article 16)
 - National Reports
 - Global Monitoring Plan
 - Compliance Information
- 11:00 Break
- 11:30 4. A framework for effectiveness evaluation (Deborah Hardwick)
- 13:00 Lunch Break
- 14:00 5. Discussion – Statement of objectives for the effectiveness evaluation

Decision SC-4/32

- The evaluation of the effectiveness of the Convention seeks to assess whether the measures adopted by the Convention and implemented by the Parties have had the desired effect.*

- 15:00 6. Discussion – Selection of parameters to be included in the evaluation (Identification of the results you expect to achieve (e.g. aims of the Convention) and of process factors which are likely to contribute to success)
- Refer to UNEP/POPS/COP.4/30

Decision SC-4/32

- Consider which elements included in reporting under Article 15 are required for cost-effective, streamlined and pragmatic*

evaluation of the effectiveness of the Convention;

17:00 End of day

November 11

9:00 7. Discussion – Identification of Indicators

a. Refer to UNEP/POPS/COP.4/30

Decision SC-4/32

- *Consider both process and outcome indicators;*

10:00 8. Discussion – Review of data requirements

Decision SC-4/32

- *Consider how best to deal with information obtained from Parties under paragraph 2 of Article 15;*
- *Consider ways to ensure that comparable and complete data are provided by Parties;*
- *Suggest necessary changes to the reporting format.*
- *National implementation plans can provide data on the situation of a Party before the Convention's implementation by that Party, which could be used by the Party to report its baseline.*
 - a. *Information contained in national and monitoring reports (Refer to UNEP/POPS/COP.4/29 and UNEP/POPS/COP.4/33)*
 - b. *Assessment of quality of available data for effectiveness evaluation (Refer to UNEP/POPS/COP.4/30)*
 - c. *Recommendations for enhancement to the electronic reporting system (Refer to UNEP/POPS/COP.4/30)*
 - d. *Other potential sources of information*

11:00 Break

11:30 9. Discussion – Logic model for the evaluation

13:00 Lunch Break

14:00 10. Discussion - Process and procedures

Decision SC-4/32

- *The Conference of the Parties established an ad hoc working group to develop cost-effective, streamlined and pragmatic proposals on:*
- *How information from national reports under Article 15 of the Convention could be compiled for the purpose of effectiveness evaluation;*
- *How information from the global monitoring plan, the non-compliance procedure under Article 17 of the Convention and national reports under Article 15 could be evaluated;*

- *Arrangements to prepare for and undertake future effectiveness evaluations.*
 - a. Who will do the evaluation
 - b. How will the evaluation be done
 - c. When will the evaluation be done
 - d. How will results be reported and disseminated
 - e. Who are the stakeholders and how will they be engaged

17:00 End of Day
19:30 Dinner at a restaurant

November 12

9:00 11. Elements of a framework for effectiveness evaluation

Decision SC-4/32

The ad hoc working group will prepare a report on possible procedures for effectiveness evaluation, including indicators, data requirements and arrangements to prepare for future effectiveness evaluations, for consideration by the Conference of the Parties at its fifth meeting.

- a. Outline and summary of contents
- b. Parameters for the evaluation and associated indicators

11:00 Break

11:30 12. Work plan

- a. Outline of report COP5
- b. Development of Framework
- c. Schedule (Tasks and timelines)
- d. Responsibility

13:00 Lunch Break

14:00 13. Review of draft report of the meeting (including recommendations for enhancement to national reports)

15:00 14. Any other business and review of next steps

16:00 Closing