

The Assessment Process

PEMPAL Workshop

25 June 2014

PEFA Secretariat

Stages in a Typical Process

0. Agree to undertake PEFA assessment
 1. Agree purpose, scope and stakeholder roles
 2. Prepare TOR
 3. Mobilize assessment team
 4. Introduction workshop for stakeholders
 5. Review of existing information
 6. Inception Report
 7. Main field work
 8. 1st Draft Report
 9. Quality Review
 10. Supplementary field work
 11. Draft Final Report
 12. Presentation seminar
 13. Final report

Stakeholders

Government: determined by interest & capacity

- Self-assessment (with external IA validation)
- Joint assessment (joint team)
- Collaboration with IA-led assessment
- Expectations: how will performance compare to others? (No specific benchmark set, but median score from assessments so far is 'C')

International Agency: collaboration often partial
(work goes well where a PFM or budget support group already firmly established, but...)

Other Stakeholders

- Supreme Audit Institution
- The Legislature
- Civil Society & Private Sector Organizations

Checklist for assessment ToR

- Background & context
- Purpose of the assessment
- Involvement of stakeholders in assessment
- Methodology for undertaking assessment
- Reporting
- Consultation & follow up to the assessment
- Implementation schedule & deliverables
- Team composition & Inputs

Key definitions: Reaching agreement

Why define?

- Many comments on drafts caused by different perceptions of what is assessed - clarity on: Scope; Transparency; Sharing of findings & results; consistency across PIs & over time

Identify coverage per dimension (*Guidance*)

Which definitions?

- Central government (GFS?); AGAs; P Enterprises
- Expenditure Arrears
- Sub-National **Governments** vs. *Deconcentrated*
- Extra-budgetary activity

Composition & Management of Team

- **Multi-skilled team:** covering **full range** of indicators: Planning & Budgeting, Accounting & Auditing, Procurement & Tax administration
- **PEFA experienced team member:** (Leader?) International & local consultants
- Assessment process needs coordination of activity & methodological consistency
- Costs & resource use:
 - Average USD 126,000 (range \$50,000-\$280,000)
 - Average 92 professional labor days (30-275)
 - Volume linked to size of country

Pre-assessment Briefings & Training

Pre-field workshop

- Bring stakeholders together & develop shared understanding of the tool and what is expected

Questionnaire

- Send out well before the fieldwork
- Inform in advance what indicators will be discussed & data needed
- Emphasize that **documentary** evidence is required

Introduction at each meeting

- Explain indicator content in detail
- Focus the meeting only on what is required

Requirements for Quality Report

- Adherence to PEFA methodology
- Data/Information must be adequate & correct
- Quality of **Summary Assessment**: Strengths, weaknesses & implications for achieving budgetary outcomes
- Structure, logic & language, to convey key messages clearly
- Timeliness & availability

PEFA Secretariat quality review

- On request, free, rapid feedback (10 days)
- For Concept Notes/TOR & Assessment Reports
- Appraises adequacy of background info (sections 1, 2 & 4) & application of indicators (section 3)
- Review of each indicator: correctly scoring method; interpretation; sufficient evidence?
- Considers whether summary assessment brings out clear message consistent with indicator analysis & background
- Follow-up review – evaluates responses

PEFA CHECK

Enhanced Quality Assurance Mechanism for
PEFA Assessments



PEFA CHECK: what & why?

- Verification that “good practices” in the preparation & implementation of an assessment have been followed, based on 6 criteria = **“Process quality endorsement”**
- As more and more PEFA assessments are prepared & Stakeholders rely on them: PEFA CHECK seeks to:
 - Increase trust of users in the quality of reports
 - Enforce good practices & creates incentive to adhere to them



PEFA CHECK: how?

1. Quality review: at least 4 independent PFM institutions (Govt, lead agency, Secretariat, others)

Concept Note

2. Review of draft/final draft
3. Illustrate how comments have been addressed

Report

4. Review of draft/final draft
5. Illustrate how comments have been addressed
6. Disclose QA arrangements in the report



Report disclosure

- A 'common information pool' means general access to final reports – many potential users
- Public access, usually by posting on a website if allowed by Government
- When informed, PEFA Secretariat will include on website

Thank you for your attention