OUTPUT: FINAL REPORT

The Evaluation Team Leader and IEA will carefully consider the input provided to the draft evaluation report during the quality assurance, factual check and feedback reviews, and make any necessary revisions to the report. The final evaluation report will then be circulated for formal responses from both (1) the CRP management and the (2) Consortium Office and Board (as described below).

Management Response and Action Plan

(a) Who: CRP Management

One of the most important mechanisms to ensure that the findings and recommendations of the evaluation are being addressed is to request a formal management response and action plan to the evaluation report. As such, the CRP management response is considered one of the essential components for an effective, and complete, evaluation.

IEA will officially submit the final report to CRP management who will draft a management response to the evaluation. The CRP management response will comment on the utility of the report and illustrate CRP management’s position on the evaluation. It will also include an action plan in response to the recommendations and evaluation findings.

The management response will contain both an overall response to the evaluation as well as responses by recommendation, addressing each recommendation in the order presented in the evaluation report. This includes:

(1) statement on whether the recommendation is accepted fully, partially, or rejected;
(2) expected action to be taken;
(3) responsible party or unit for follow-up action, and
(4) time-frame for implementation.

In the case of a partially accepted or rejected recommendation, reasons need to be indicated. The CRP management response and action plan are to be reviewed and approved by CRP Governance and Lead Center Governance prior to finalization and submission.

In providing the management response, CRP management will complete the following Management Response Matrix/Action Plan.

<table>
<thead>
<tr>
<th>Evaluation Recommendation (numbered)</th>
<th>Management Response to the Recommendation</th>
<th>Management Follow up</th>
</tr>
</thead>
<tbody>
<tr>
<td>行动要采取（每项行动应有一个参考号码）</td>
<td>谁负责行动</td>
<td>时间框架</td>
</tr>
<tr>
<td>Acceptance in full, Partially accepted or Rejected Provide brief explanatory comment for partial or complete rejection</td>
<td>List action(s)</td>
<td>Insert (institutional not a person)</td>
</tr>
</tbody>
</table>

Purpose: Ensure that there is a transparent record of how the CRP management has considered the recommendations and findings and intends to implement them through a clear action plan.
Furthermore, the management response allows highlighting how lessons from the evaluation findings will be addressed and whether there are any financial implications.

**Timing:** Upon receipt of final report, the CRP management response will be due within three weeks.

### Consortium Response to Evaluation Report and CRP Management Response

**Who:** Consortium Office/Consortium Board

IEA will submit the final report and CRP management response to the Consortium Office, which will prepare a response for the Consortium Board approval. As the Consortium Board is the responsible entity for accountability for program performance to the Fund Council, they would review the evaluation report and the CRP management response and provide a response on the evaluation recommendations, management response and related action plan. Their response should include an overall comment on the evaluation including acceptance or not of any recommendation specifically addressed to the Consortium. Furthermore, in their response, the Consortium Board will need to address those recommendations in particular that the CRP management has only partially accepted or rejected. The Consortium response will also provide a system-level, cross-CRP perspective of the evaluation and the proposed management action plan.

**Purpose:** Ensure the findings and recommendations from the evaluation, and the proposed management response and action plan, are considered by the Consortium Board given its fiduciary responsibility for CRPs and its role of reporting to the Fund Council on CRP performance. The purpose is also to add a wider system-level, strategic perspective to each evaluation.

**Timing:** Upon receipt of Evaluation Report and Management Response, the Consortium Board response will be due within two weeks.

### OUTPUT: FINAL REPORT WITH CRP MANAGEMENT RESPONSE & CONSORTIUM RESPONSE

The IEA will submit the following: (1) final evaluation report, (2) CRP management response, and (3) the Consortium Board response to the Fund Office for distribution to the Fund Council Evaluation and Impact Assessment Committee (EIAC) and the full Fund Council. The documents will be accompanied by an Evaluation Brief prepared by the IEA summarizing the main elements of the evaluation and management response.

### Fund Council review and consideration

**Who:** Fund Council Evaluation and Impact Assessment Committee (EIAC)

The EIAC was established by the Fund Council to as a standing committee comprising FC members to serve as the essential interlocutor at the working level between the Fund Council and the IEA on evaluation matters (and with SPIA on matters of impact assessment). Upon receipt of the final evaluation report and the CRP management and Consortium responses, in addition to the brief, the evaluation is considered by EIAC members before the next FC meeting. EIAC will review the report, and carefully consider the findings, conclusions and recommendations as well as the CRP management and Consortium responses. EIAC discussion on the report and related responses should include the presence or input of the (1) IEA; (2) Evaluation Team Leader (for any clarification or to
elaborate on any recommendation); and (3) a Consortium representative (to speak on behalf of the CRP management and Consortium responses). This would help ensure that any advice made by EIAC (for Fund Council endorsement) takes into consideration the perspectives of all key parties.

**Purpose:** Provide an opportunity for more in-depth consideration by interested Fund Council members through EIAC, based in part on discussion with those producing and commenting on the evaluation report.

**Timing:** In advance of the Fund Council meeting at which the evaluation report and related responses are to be considered.

**(b) Who: Fund Council**

Upon transmission by the Fund Office, individual Fund Council members will review the final evaluation report and prepare to make a formal position on the CRP management and Consortium responses. The Fund Council discussion on the evaluation report and related responses will include representation of IEA and Consortium to provide clarification.

**Purpose:** As the final step of the process, the Fund Council considers the findings, conclusions and recommendations of the final evaluation report and the CRP management and Consortium responses, and provides a decision that may include endorsement of the evaluation recommendations, the CRP and Consortium responses, action plans and proposed follow-up.

**Timing:** The Fund Council discussion on evaluation will normally occur at a Fund Council meeting.

**FOLLOW-UP IMPLEMENTATION REPORT**

**Who: CRP Management**

CRP Management should produce a follow-up report, in coordination with the Consortium, every one or two years which will include a matrix on progress in the implementation of the action plan until the progress is complete (see table below). The follow-up report should follow the format below, and be reviewed and approved by CRP Governance, Lead Center Governance, and any other unit or component responsible for the actions in the action plan. Progress reports will then become a component of the CRP annual progress reports, with a copy of the matrix sent to IEA. IEA will keep a central tracking matrix of the recommendations made by various evaluations and their implementation.