

**Proposal for the Establishment of a
High-Level Evaluation Advisory Committee
New Development Bank**

Owner: Independent Evaluation Office

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Evaluation Advisory Committee

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Evaluation Advisory Committee

Abbreviations

BOD	Board of Directors
DG	Director General
EAC	Evaluation Advisory Committee
IEO	Independent Evaluation Office
MDB	Multilateral Development Bank
NDB	New Development Bank

**Proposal for the establishment of a
High Level Evaluation Advisory Committee**

I Background

1. A paper on the priorities for 2022 in setting up the Independent Evaluation Office (“IEO”) was discussed in the NDB Board of Directors (“BOD”) at its 35th meeting on 18 May 2022. Among other topics, the paper included a proposal for IEO to explore in 2022 the feasibility of constituting a senior internal committee to lend credibility and bring assurance to the Board and Management that the work of IEO reflects state of the art quality, which is in line with the practice at many peer Multilateral Development Banks (“MDBs”).
2. While the BOD broadly endorsed the proposal, members requested IEO to submit the terms of reference of the Committee for its consideration. As such, this paper covers the purpose of the Committee, its governance, activities, cost-implications, and related information. It draws on the experience of other multilateral organizations (see below).

II Practice in other multilateral organizations

3. Several evaluation offices in other Multilateral Development Banks and United Nations organisations have already set up similar committees. Examples include the Evaluation External Advisory Panel at the European Bank for Reconstruction and Development (“EBRD”)¹, the Evaluation Advisory Panel of the Independent Office of Evaluation of the International Fund for Agricultural Development (“IFAD”)², and the Evaluation Advisory Panel of the Independent Evaluation Office at the United Nations Development Programme (“UNDP”)³.
4. The core mandate of all the panels is broadly similar: to provide the head of the independent evaluation office with systematic advice. The Panel members review and comment on various aspects of independent evaluation strategy and work to enhance the professionalism of the evaluation function in the respective organisations.
5. The number of members in such panels differs across the organisations. The IFAD panel is composed of 5 members, the UNDP panel has 6 members, whereas the EBRD panel has 10 members. Members of the panels bring complementary experiences and

¹ See: [external-advisory-panel.pdf \(ebrd.com\)](https://www.ebrd.com/external-advisory-panel.pdf)

² See: [The Evaluation Advisory Panel of the Independent Office of Evaluation \(ifad.org\)](https://www.ifad.org/evaluation-advisory-panel)

³ See: [United Nations Development Programme - Evaluation \(undp.org\)](https://www.undp.org/evaluation)

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expertise and, in all instances, are appointed by the head of the respective evaluation offices.

III Purpose and Activities of the NDB Committee

6. The overall purpose of the high-level evaluation advisory committee (EAC) of the NDB would be to support the Director General (“DG”) of IEO in, *inter-alia*:

- Defining the Office’s strategic priorities;
- Providing high level inputs into strategic evaluations to improve and attest to their quality;
- Bringing good practices from a diversity of sources; and
- Other related tasks.

7. The EAC will serve as an advisory organ to the DG IEO. It will draw on the good practices and tasks of similar panels in other organisations, while ensuring relevance and specificity to the NDB context. It will, *inter-alia*, provide strategic advice on IEO’s priorities, the implementation of the Bank’s Evaluation Policy, development of the annual independent evaluation work programme, opportunities for partnerships with evaluation offices of other development organisations, and innovative methodologies that IEO could pilot in its evaluation and other related activities. The terms of reference of the EAC are shown in Annex 1.

IV Governance

8. The EAC is an internal committee of the Bank.⁴ The members of the EAC will be appointed by the Board, following advice of the DG IEO. The Committee will be supported by IEO, in terms of convening of meetings and related logistics, circulation of documents, preparation of agenda and minutes, and other Secretariat functions. The EAC will be chaired by one its members.

V Membership and participation

9. The EAC will comprise five external members and the DG IEO will serve as a standing member. The external members of the committee would include individuals with experience in MDBs, private and public financial institutions, the United Nations system, and other institutions. Each member will have proven experience in one or more member countries of the NDB, and due attention will also be given to gender balance and geographic representation in the Committee. No two of whom will be appointed as

⁴ The EAC is not a sub-committee of the BOD unlike the Bank’s Budget and Human Resources Committee and the Audit, Risk and Compliance Committee.

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members shall be nationals of the same state. Members of the Committee will be identified following the approval of the BOD of this proposal.

10. By including members with a proven global track record and reputation, the establishment of the EAC would contribute to strengthening the visibility of the NDB and its independent evaluation function within the wider international development landscape. Moreover, the EAC will enhance the quality and credibility of IEO outputs and evaluation findings and recommendations.
11. The EAC external members will be hired on a Short-Term Temporary Contract for a total of up to 10 days per calendar year. The number of days is indicative and may need adjustments according to business needs.
12. Members of the BOD and/or NDB management or staff may be invited by the DG IEO, on a case-by-case basis, to attend any EAC meeting or segments thereof, depending on the agenda items being discussed. DG IEO may also invite other IEO personnel to attend any meeting, as appropriate.

VI Cost-implications

13. The direct non-staff annual cost for the establishment and running of the EAC is estimated to be USD 75,000 for 2023. This amount is included as a sub-item in the annual work programme and budget of IEO. All indirect costs (e.g., IEO staff time to support the Committee) will be absorbed under the annual budget of the Office, to be submitted to the BOD for approval.

VII Reporting

14. The BOD will be kept informed of the deliberations of the EAC. A highly level summary of its activities and discussions will be included in a dedicated annual report to be tabled at the BOD for its consideration. For the sake of transparency, relevant information about the EAC will be published on the IEO web pages on the NDB corporate website.

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Annexes

Annex 1 – Terms of Reference

1. The high-level Evaluation Advisory Committee (EAC) will be constituted by the Director General (DG) of the Independent Evaluation Office (IEO). The Committee will comprise five members and undertake the following activities:
 - Provide strategic advice to the DG IEO on the priorities, directions, work programme and overall functioning of the IEO aimed at promoting accountability and learning for improved Bank results;
 - Support the quality assurance and enhancement of IEO products. In particular, depending on their expertise and areas of geographic experience, individual members may be invited to advise on selected independent evaluations, providing written comments on evaluation methodology, process and the final evaluation products;
 - Guide IEO in piloting innovative evaluation products, methodologies, processes and practices;
 - Contribute to sharing knowledge and insights on global issues and trends that have implications for IEO evaluations;
 - Help facilitate partnerships between IEO and other actors in the international development and development evaluation communities;
 - Help IEO in identifying high level experts (consultants) for independent evaluation work, drawing on their networks; and
 - Undertake any other tasks as agreed with DG IEO.

The EAC members will participate in periodic meetings of the Committee that will be held in person and/or virtually.