

**Partnership for Market Readiness**

**Resolution No: PA2 2011-6**

**December 15, 2011**

**WHEREAS:**

At its second meeting held October 27-28, 2011 in Istanbul, the Partnership Assembly requested the PMR Secretariat to (i) revise the feedback process outlined in Part II of the PMR-NOTE-PA2-1 based on comments expressed by the PMR Participants during the meeting, and (ii) circulate the revised feedback process to the PMR Participants by November 15, 2011, for consideration and decision on a no-objection basis in accordance with the procedures set forth in Section IX of the Rules of Procedure for Meetings of the PMR.

**THE PMR PARTICIPANTS:**

1. Endorse the process outlined in the Annex to this Resolution; and
2. With practical experience gained, review this feedback process at the third meeting of the PA to further elaborate and/or modify it if necessary.

## Annex

### Process for Providing Feedback on Market Readiness Proposals (MRPs)

1. The MRP feedback process includes two parts: 1) feedback from PMR Experts; and 2) feedback from PMR Participants.

#### I. Feedback from PMR Experts

2. The purpose of the PMR Expert feedback process is to:

- (a) Enhance the formulation of the MRP; and
- (b) Provide relevant knowledge and experience to the Implementing Country Participant in order to enhance the quality of its MRP.

3. The feedback process will start after the Implementing Country Participant submits the first draft of its MRP to the PMR Secretariat.

- (a) Within three weeks of the submission of the draft MRP, a group of 2 to 4 experts (Expert Group) will be appointed by the PMR Secretariat to conduct a quality review of the MRP and to provide feedback to the Implementing Country Participant. The Expert Group will be paid for by the PMR budget. The PMR Secretariat will develop generic terms of reference (ToR) for such review and criteria for selecting experts, including avoiding conflicts of interest.

- (b) The number of experts in the Expert Group for each MRP will be determined on the basis of the scope and complexity of the MRP. Each Expert Group should have cross-disciplinary expertise that can take into account an Implementing Country Participant's needs and choice of a market instrument, as well as proposed areas of application (e.g., target sectors or programs). The selection (and the number) of experts will be carried out by the PMR Secretariat in consultation with the relevant Implementing Country Participant. The PMR Secretariat will inform the PA of the composition of the Expert Group for each MRP. While technical knowledge and expertise are key selection criteria for PMR Experts, the composition of the Expert Groups should also seek to include experts from both developed and developing countries.

- (c) Feedback from the Expert Group to the Implementing Country Participant may be provided through telephone or video conferences, and should involve the PMR focal point for the Implementing Country Participant, as well as representatives of relevant ministries, government agencies, and stakeholders. At the request of the Implementing Country Participant, feedback may also be given during an in-country visit, but resources to do so will not be provided by the PMR budget. However, an Implementing Country Participant may wish to allocate resources for this purpose from its PMR Preparation Phase Funding.

- (d) Acknowledging that the goal of engaging an Expert Group is to enhance country proposals and to provide a third-party perspective, communication between the Expert Group and the Implementing Country Participant should be open throughout the feedback process.
- (e) A representative of the Expert Group is expected to make a presentation on the group's review of MRP to the PA. The scope of such presentation will be defined by the PMR Secretariat, taking into account the particular focus, scope and issues raised in the context of each proposed MRP.
- (f) When the Implementing Country Participant presents the final version of its MRP to the PA, it is encouraged to indicate how the suggestions and recommendations from the Expert Group have been considered.

## II. Feedback from PMR Participants

- 4. As demonstrated in previous PMR meetings, PMR Participants – both Contributing and Implementing – are in a position to provide valuable feedback to one another. Many PMR Participants have experience designing and implementing market-based instruments. Sharing previous successes and failures and key insights and lessons from these practical experiences is valuable to the planning for new market instruments and, ultimately, to the development of strong MRPs. By providing PMR Participants the opportunity to give early and regular feedback on the development of MRPs, Implementing Country Participants can address concerns and issues early and effectively. To facilitate such an exchange, a PMR Participant feedback process may include:
  - (a) Per Resolution PA-1/2011-4 (Allocation of PMR Funding for the Preparation Phase), in preparing their MRPs, Implementing Country Participants are invited to take into account the comments and suggestions made by Participants at the time of the PA decision to allocate Preparation Phase Funding.
  - (b) **Regular updates by Implementing Country Participants on the development of their MRP.** Implementing Country Participants are encouraged to update the PMR Participants at each meeting of the PA and to seek views from fellow PMR Participants when they encounter challenges or issues in the development of their MRP. The goal of regular updates is to share experience and help address issues prior to the formal submission of the MRP.
  - (c) **Comments by the Participants.** Implementing Country Participants should informally present the draft MRP in order to collect comments from other Participants. Such informal presentations could take place at a PA meeting before submission of the final version of the MRP. If, due to the time lag between regular PMR meetings<sup>1</sup>, an in-person informal presentation of the MRP is not feasible, a virtual electronic discussion among

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<sup>1</sup> The PMR Secretariat intends to propose to the PA to increase the frequency of the PMR meetings for year 2012 to 2013 in anticipation of the number of MRPs expected to be submitted to the PA for consideration.

PMR Participants can be arranged and facilitated by the PMR Secretariat. The goal of an informal presentation is to allow all PMR Participants to view a complete proposal prior to its formal submission. This would allow an Implementing Country Participant an opportunity to address any outstanding issues before formally submitting its MRP for consideration for Implementation Funding by the PA. The informal presentation could take place anytime after submitting the first draft of the MRP and, where applicable, after having considered and taken into account as appropriate feedback from the Expert Group.

### III. Time Table for Feedback

5. The PMR Secretariat proposes the following broad timeline:

Activity	Process	Timetable
Implementing Country Participant submits 1st draft of the MRP to the PMR Secretariat	In consultation with the Implementing Country Participant, PMR Secretariat organizes an Expert Group	Within three weeks of the 1 <sup>st</sup> draft submission
Expert Group feedback	Expert Group presents feedback to country either by telephone/video conference or in-country (resources for in-country meetings will not be provided by the PMR Secretariat)	Within eight weeks of the informal submission of the first draft of the MRP to the PMR Secretariat
Early feedback from PMR Participants	Implementing Country Participant seeks feedback from PMR Participants through updates. Implementing Country Participants should informally present the draft MRP in order to collect comments from other Participants. Such informal presentation could take place at a PA meeting or through a virtual electronic discussion among PMR Participants can be arranged and facilitated by the PMR Secretariat.	Ongoing and at any time during preparation of the MRP
Formal submission of the MRP to PMR Secretariat	Implementing Country Participant formally presents MRP to PA.  Representative of Expert Group gives presentation.  PA considers MRP for funding allocation decision.	MRP must be submitted at least two weeks prior to PA meeting

6. The PMR Secretariat will work with the Delivery Partner and the Implementing Country Participant to establish a timetable suitable for each Implementing Country Participant, and inform the PA as appropriate.

### Illustration of the PMR Feedback process

