

Quality Support and Assurance (QSA) Checklist UNDAF Design Workshop

This document pretends to serve the PSG as a tool that facilitates the team to provide effective quality support and assurance. The following is a list of review points that should be documented during the UNDAF Design Workshops.

I. FINALIZATION OF ROADMAP

1. Did the UNCT agree on the Roadmap?
2. When will the roadmap be finalized and shared with PSG?

II. CHOICE OF ANALYSIS

1. What kind of analysis will serve as a basis for the UNDAF?
2. Which option will be used?
3. What is the common vision of the UNCT on this – any different views?
4. Any sensitivities vis-à-vis government?
5. Will this be an internal UNCT document or public?

III. UNDAF FOCUS AREAS

1. How far did the UNCT get in identifying the key UNDAF focus areas? What are they?
2. Was the Agenda 2030 considered for the identification of the focus areas?

IV. UNCT COMMITMENT

1. How far has the UNCT gone during the workshop in determining the potential areas of UNCT commitment?
2. Level of commitment of the UNCT during the workshop and for the rest of the process. Any issues observed? Engagement of all agencies? Which agencies are involved?
3. Did the UNCT discuss the importance of moving forward with the One Programme of the SOPs, including formulation of an UNDAF at the outcome level, inclusion of the legal annex, and future elaboration of annual/biennial joint work plans led by Results Groups?

V. LEVEL OF PARTICIPATION OF STAKEHOLDERS

1. What was the level of participation – Government, CSO, donors - during the workshop?

2. Will a Joint National/ UN Steering Committee be appointed as a mechanism that will exercise strategic guidance and oversight of the UNDAF process?

VI. OTHERS

1. Impressions on the RC leadership and RCO support
2. Other observations: capacity gaps, understanding of the process, etc.
3. Updates to UNDAF schedule/process in the country