

Status Report of SOPs Implementation in [Country Name]¹
Month, Year

1. Introduction

[Please include brief background information and current status of SOP implementation, detail country context (specifying if it is a DaO country, and if there is any position of Government regarding DaO and/or SOPs) – 200 words]

2. UNCT Strategy with regards to the SOPs

[Please include a description of the 3-5 strategic actions agreed by the UNCT with regards to accelerating the implementation of the SOPs – 100 words]

3. Agreed Objectives for 2016 and 2017

[Please specify which core elements are to be implemented during 2016 and 2017 (please detail the timeframe)– 100 words]

- XX
- XX
- XX

4. Key Considerations

[Please list 2-3 issues that might affect the possibility to implement the SOPs, including challenges, constraints, etc. Please be specific on what level these constraints are found and what actions the UNCT has taken to address these. If actions needs to be taken by external stakeholders, please indicate at what level (regional, HQ etc.) - 200 words]

5. Roles and Responsibilities

[Please list main actors and their functions in the implementation of the agreed SOP actions and objectives. No more than 3 functions per actor]

- UNCT
- Resident Coordinator's Office
- Working Group on XX
- Agency XX
- Other

6. Additional Information [If necessary - 100 words]

¹ The current summary is intended capture the discussion and agreement within the UNCT on SOPs implementation. It is also intended to serve as a narrative for the checklist on SOPs implementation that the UNDG LAC has requested from the UNCTs. The final checklist should be included in Annex II.

Annex I. Timeline 2016-2017

Key Milestones A	Lead	Due Date	Resources
[Please specify both the overall actions and the specific activities] • XX • XX • XX	[Please detail which Agency is responsible for the action, including name/title of ultimate when possible] • XX • XX • XX	[Please detail the timeframe for the implementation] • XX • XX • XX	[Please detail the resources allocated (if any)] • XX • XX • XX

Annex II. Standard Operating Procedures (SOPs) Implementation Checklist for [Country Name]

Instructions

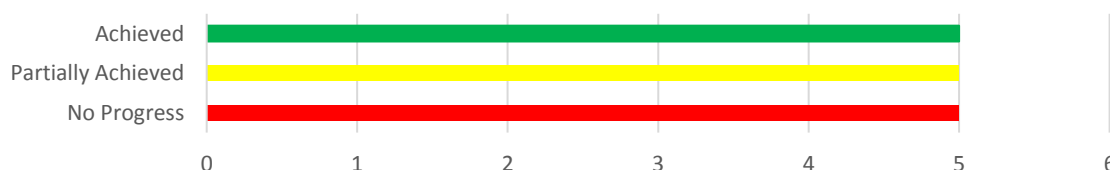
- The purpose of this checklist is for the UNDG LAC to have a brief summary/narrative description of the status of progress, which would complement the information already submitted in the IMS. The information would be used for the UNDG LAC to provide more tailored support to the UN Country Teams.
- In the column entitled “Status”, please indicate the Status of Implementation as you indicated in the IMS - Yes, Fully / Yes, Partially / No.
- In the columns entitled, “Description of Status of Implementation” and “Next Steps”, briefly describe progress as appropriate, using bullet points.
- Please use the attached Criteria for Measuring SOPs (July 2016) in indicating your status and description.
- Please attach all documents as submitted in the IMS, as well as any additional documentation deemed useful.
- Please send the completed checklist by **COB 26 September 2016**.

The below provides an update on progress in implementing the SOPs as informed the Standard Operating Procedures (SOPs) for countries adopting the Delivering as One approach, issued by the UN Development Group in August 2014. Status is provided in line with the Delivering as One pillars and 15 core elements identified in the SOPs using progress statements and a colour scheme.

Achieved		The core element is fully achieved
Partially Achieved		There is some progress realised but not everything is yet in place
No Progress		No progress has been achieved

As per the details below, of the 15 core elements, ***[please write number]*** are achieved, ***[please write number]*** are mostly achieved, ***[please write number]*** are partially achieved, and ***[please write number]*** have no progress.

A. OVERALL OVERVIEW



B. OVERARCHING PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
1.	Joint oversight and ownership agreed between Government and the UN and outlined in agreed terms of reference for a Joint National/ UN Steering Committee	(fill color)		
2.	Annual reporting on joint UN results in the UN Country Results Report.	(fill color)		

C. ONE PROGRAMME PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
3.	Signed UNDAF at the outcome level with legal text as appropriate	(fill color)		
4.	Joint Work Plans (of Results Groups), aligned with the UNDAF and signed by involved UN entities	(fill color)		

5.	Results Groups (chaired by Heads of Agencies) focused on strategic policy and programme content established and aligned with national coordination mechanisms	(fill color)		
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D. COMMON BUDGETARY FRAMEWORK & ONE FUND PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
6.	A medium-term Common Budgetary Framework aligned to the UNDAF/One Programme as a results-oriented resourcing framework for UN resources	(fill color)		
7.	Annual Common Budgetary Frameworks (as a part of the Joint Work Plans) updated annually with transparent data on financial resources required, available, expected, and to be mobilized	(fill color)		
8.	A Joint Resource Mobilization strategy as appropriate to the country context (with the option of a One Fund duly considered) approved by the UNCT and monitored and reported against in the UN Country Results Report	(fill color)		

E. ONE LEADER PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
9.	Strong commitment and incentives of the UNCT to work towards common results and accountability through full implementation of the M&A system and the UNCT Conduct and Working Arrangements	(fill color)		
10.	Empowered UNCT to make joint decisions relating to programming activities and financial matters	(fill color)		

F. OPERATING AS ONE PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
11.	Business Operations Strategy endorsed by UNCT is highly recommended, adapted to local needs and capacities, to enhance operational oneness processes through eliminating duplication of common processes to leverage efficiencies and maximize economies of scale	(fill color)		

12.	Empowered Operations Management Team (chaired by a Head of Agency)	(fill color)		
13.	Operations costs and budgets integrated in the overall medium-term Common Budgetary Framework	(fill color)		

G. COMMUNICATING AS ONE PILLAR:

	CORE ELEMENTS	STATUS	DESCRIPTION OF STATUS OF IMPLEMENTATION / ACHIEVEMENTS	NEXT STEPS/CHALLENGES
14.	A joint communication strategy appropriate to the country context approved by the UNCT and monitored and reported against in the UN Country Results Report	(fill color)		
15.	Country Communications Group (chaired by a Head of Agency) and supported by regional and HQ levels, as necessary	(fill color)		