

PEFA Advisory Board Terms of Reference¹

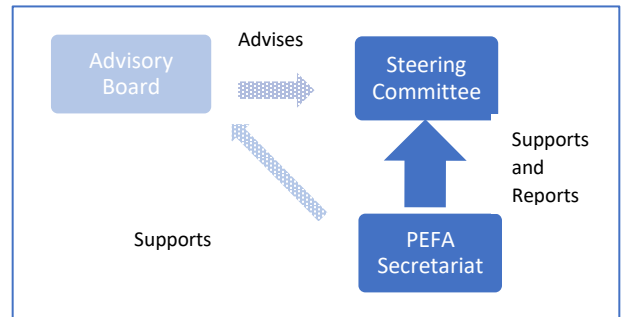
1. PURPOSE AND STATUS

The purpose of the PEFA Advisory Board (AB) is to help enhance country ownership and provide suggestions, feedback, and advice to the PEFA Steering Committee (SC) on selected issues and approaches related to the PEFA Initiative.

2. ROLE OF THE PEFA ADVISORY BOARD

The PEFA SC is a high-level committee that provides strategic direction to, and oversight of, the PEFA Initiative. It includes the nine funding Partners of PEFA. The SC meets twice a year. Annex A defines the role and responsibilities of the SC and the PEFA Secretariat.

The role of the PEFA AB will be to provide advice, perspectives, and feedback to the SC in line with its mandate on key selected issues, taking advantage of the AB’s diverse PFM experience from different regions of the world. Integrating the views and perspectives of the AB on the design and development of the PEFA Initiative will allow it to: (i) expand the stakeholder voice and contribute to broader participation and engagement; (ii) continue to meet client demand and needs, including from the country beneficiaries; (iii) facilitate greater synergies with governments and other stakeholders in PFM, and (iv) reflect the latest research and knowledge in applying and developing the PEFA framework.



3. COMPOSITION AND RESPONSIBILITIES

3.1. The Board

The AB will be an advisory body, whose contributions will be one of the sources of input considered by the PEFA SC in its evaluation of strategic and policy options, and in decision-making. The recommendations of the AB are not binding on the PEFA SC.

The AB will be responsible for reflecting on:

- issues related to the PEFA Initiative as requested by the SC;
- without prior request by SC:

¹ These TORs are for the pilot phase of the Advisory Board (18 months).

- the development impact, relevance, effectiveness, and efficiency of the PEFA products (Framework, Supplementary Frameworks, guidance products, etc.)²;
- how to improve ownership of the PEFA Initiative;
- country experiences, good practices, and lessons learnt in the use of the PEFA framework.
- any other issue related to the PEFA Initiative suggested by the AB to the SC and approved by the latter.

3.2. Membership of the AB

The AB will comprise representatives of the following three groups of stakeholders:

Group	Role	Institutional selection criteria	Estimated number of members
National or Subnational Governments	Share beneficiary government PFM challenges and needs from different regions, different levels of development, and different experiences with PEFA.	The country has applied the PEFA Framework or its Supplementary Frameworks either at the national or subnational level (or are planning to).	6
Development partners	Share perspectives from relevant partners not currently represented in the PEFA SC, e.g., regional development banks.	Significant developmental policy and operational experience of PFM or related fields.	1
Academia or think-thanks, regional NGOs, or other relevant organizations	Share latest research, experience, and evidence relevant to PFM and the PEFA framework.	Demonstrable academic or operational skills and leadership in PFM.	2
Total			Max 9 members

² Examples of possible topics that could be considered by the AB include: (i) the quality and communication of PEFA assessment reports; (ii) monitoring of PEFA results and their impact on PFM systems; (iii) the demand of beneficiaries and other stakeholders for specific PEFA products; (iv) opportunities to enhance peer learning across countries and regions; (v) improving the usefulness and impact of PEFA’s knowledge-related work; (vi) the effectiveness of PEFA virtual and in-person training methods.

Membership of the AB will be drawn from a public call for nominations, advertised through PEFA communication channels and networks, as well as those of PEFA Partners. PEFA SC members are also invited to propose nominations of appropriate experts from the respective categories. The PEFA Secretariat will collate nominations for members based on the pre-set criteria as approved by the SC and submit them to the SC for a final decision on AB membership. The SC will also decide on the appropriate balance of AB members, including government representatives from different regions and income groups. AB members will be appointed for a two-year period and can be reappointed.

AB members are expected to join as representatives of their institutions. (See the institutional selection criteria in the table above). Members of the AB should have relevant qualifications and experience in Public Finance, Government Budgeting, Government Accounting, Auditing, service delivery, sustainable development, economics, Public Administration, or related fields with a successful track record of work on strategy, research, policy, or operations related to PFM. They should also have an interest in, and preferably experience of, the PEFA framework; with a demonstrable ability to provide strategic inputs on PFM related issues. Members should have a working knowledge of English, as the work of the AB would be in English. Potential candidates and/or nominating agencies are expected to present the expression of interest and credentials of the candidate as a member of the AB as a part of the selection process.

3.3. Chair

The Chair of the AB, preferably representing a developing country, will be directly selected by the members of the Board.

3.4. The role of the PEFA Secretariat

The PEFA Secretariat will act as the Secretariat for the AB and will support the chair in his/her duties.

4. CONSULTATIONS AND MEETINGS

Observers

Members of the PEFA SC can join individual AB meetings as observers, based on an agreement between Chair of AB and PEFA SC, on an exceptional basis.

Frequency and Organizational Set-up

The PEFA AB will be a standing Advisory Board with meetings convened by the Chair in consultation with the members, based on the need and/or requests by the PEFA SC for advice. The meetings are generally expected to take place at least twice a year, and more frequently if needed, as decided by the AB Chair.

The Chair may invite one or two additional participants for each consultation/ meeting based on their role, experience, and expertise, whenever deemed useful. Meetings are expected to take place remotely using Webex or other relevant technology (although meetings in person can be considered). All meetings during the pilot phase of the AB will be virtual. Consultations may also take place by email, where members provide written inputs, which the PEFA Secretariat will consolidate for the Chair of AB to finalize the conclusions and circulate them to the members.

Effort and Remuneration

The workload associated with membership of the PEFA AB is expected to be around 1 day for the preparation of and participation in each meeting. Each meeting is expected to take 2-3 hours. Participation in AB as a member is considered a voluntary engagement. Members of the AB will **not** be compensated by the PEFA Secretariat and the PEFA Secretariat will **not** reimburse any related costs (e.g., for travel) to AB members.

Annex A: The Role of the PEFA Steering Committee and the PEFA Secretariat

The PEFA Steering Committee is responsible for: (a) providing overall strategic guidance and direction on the implementation of the Trust Fund activities; (b) deciding on operational strategies and procedures relating to Trust Fund activities; (c) approving annual work plans and budgets proposed by the PEFA Secretariat; (d) reviewing the progress in the implementation of Trust Fund activities; and (e) establishing working groups or subcommittees to assist in the technical and specific non-technical aspects of developing and maintaining the PEFA program.

The PEFA Secretariat is responsible for the management, administration, and implementation of the PEFA program activities including, but not limited to, providing support to the Steering Committee; proposing PEFA annual work plans and budgets to the Steering Committee for approval; ensuring implementation of such work plans; and reporting to the Steering Committee on the progress in implementing the annual work plans and budgets. The World Bank will assign staff to the PEFA Secretariat in line with the program document approved by the PEFA Steering Committee, updated from time to time.