

MICI External Consultative Group

OPERATING PROCEDURES

Background / Rationale

This initiative emerges from MICI's core mandate of promoting accountability and transparency within the IDB Group's financing operations in Latin America and the Caribbean. In order to carry out this mandate effectively, MICI is seeking to develop and monitor performance indicators for its accountability work in the region. This initiative is also being proposed in response to recommendations on the importance of assessing performance and establishing benchmarks for accountability work made by IDB Executive Directors, Senior Management, as well as by Civil Society Organizations (CSOs). They have all recommended that MICI better measure the effectiveness and impact of its work, and CSOs have also recommended that MICI establish an external advisory body to assist in this process. The idea of an external consultative group was first discussed with various stakeholders in January 2016 and a draft proposal presented and discussed during a meeting with CSOs and academics in April and many of the inputs received then were incorporated into this latest version of the Concept Note.

MICI opened a public comment period in July 2016 sharing the GCE Concept Note with a wide range of stakeholders, including civil society representatives, academics, government officials, accountability experts and sister organizations throughout Latin America, United States, and Europe. The Concept Note was sent via email to over 400 persons and posted on the MICI website for one month. It was also shared with 90 Mexican CSO representatives during an outreach workshop held in Mexico City on June 9, and discussed with a leading group of CSO representatives from Latin American and the United States on August 10.

As a result, MICI received valuable feedback via email and in person from numerous stakeholders. All of those who sent feedback on the Concept Note were representatives from civil society, mostly based in Latin America and the Caribbean. They all expressed their support for the initiative, especially since it is geared to increasing transparency and promoting civil society participation in MICI. There were numerous recommendations on the GCE's overall objectives, selection process, and proposed work. See the attached Consultative Process Report for details on the feedback received.

MICI sent out a Call for Nominations in September 2016 and after two months received a large number of nominations (24 from 11 countries) representing a rich, diverse, and wide range of practitioners and specialists in the accountability field from throughout Latin America. We are quite appreciative of those who sent in their nominations. Eight professionals, now founding members of the GCE, were selected to ensure a deep-seated and broad range of expertise, experiences, and perspectives equal to the challenging MICI mandate.

Overall Goal

MICI is establishing a program to consistently monitor its performance through a participatory and transparent approach and promote an internal process of continuous improvement. As a key component of this program, an external consultative group (GCE) will allow MICI to benefit from the expertise and knowledge of key stakeholders such as accountability experts, CSO representatives, and members from other accountability mechanisms. While the GCE will provide guidance and advice for its institutional strengthening, MICI will continue to exercise responsibility for its decisions and actions in this area.

Objectives

- Advice in the development and monitoring of accountability performance indicators so that MICI can strengthen its access, transparency, learning and effectiveness.
- Serve as a sounding board to MICI on emerging trends and good practices in the fields of sustainable development and accountability.

Principles of Engagement

- The GCE conducts its work in a transparent fashion with agendas and summary meeting notes published on the MICI website.
- It represents a 'horizontal space' where MICI and group Members can freely share views and build trust.
- In order to promote a dialogue guided by frankness and respect for the confidentiality needs of both MICI and GCE participants, the GCE meetings are informal and adhere to the 'Chatham House'¹ rule of individual non-attribution.

¹ The **Chatham House Rule** reads as follows: When a meeting, or part thereof, is held under the **Chatham House Rule**, participants are free to use the information received [as long as it has not been provided in confidence], but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed.

Membership Composition

- The GCE is a multi-stakeholder group representing different country contexts, institutional sectors, accountability experiences, and thematic expertise.
- GCE Members participate in a voluntary, non-fee basis, and initial membership will be for a 2-year period.
- While the Members are generally selected due to their institutional affiliations, they will participate and speak in their own names.
- GCE Members may be citizens of any of the member countries of the IDB. However, strong representation from the LAC region will be encouraged.
- For Members not residing in the Washington area, MICI will cover the travel, lodging, and per diem costs.
- The composition of the GCE is as follows:
 - 4 CSO Representatives
 - 3 Accountability/Sustainable Development Technical Experts
 - 1 Representative of Independent Accountability Representatives (IAMs)
 - 8 **Total**

Members Responsibilities

- Attend GCE meetings.
- Respond to communications in a prompt fashion.
- Dedicate reasonable time to read documents sent by MICI.
- Provide critical and constructive participation to further GCE objectives.
- Maintain confidentiality of sensitive matters
- Consult with MICI on any matters related to rights and obligations of GCE members

Members Selection Process

- MICI will disseminate widely a 'call for applications' for those interested in being Members of the GCE via email, website, and other social media.
- Interested candidates should send MICI the following information:
 - Curriculum Vitae
 - One-page Statement of Interest expressing why they wish to serve on the GCE, and how their experience and expertise will add value to the group.
- The following selection criteria will be applied to select the Members:

- Geographic diversity with emphasis on ensuring a majority participation of CSO stakeholders from Latin America and the Caribbean.
 - Representation of vulnerable groups such as indigenous peoples.
 - Academic and/or technical expertise in relevant areas such as accountability, transparency, development finance, and sustainability.
 - Prior experience in engaging MICI as complainant or interlocutor.
 - Gender balance.
 - Ensuring no conflict of interest with IDB Group or MICI.
- The MICI Director will lead a MICI working group to review the applications and select the GCE Members.

Methodology / Structure

- MICI convenes the GCE and the following MICI staff participates in its meetings: Director and the Coordinators of the Consultation and Compliance Review Phases. Additional MICI staff participates as needed.
- The GCE meets twice a year through face-to-face meetings and/or video conferences as needed. The meetings generally last one full day.
- MICI sends out a draft agenda to the Members for them to review, comment, and/or propose changes as needed.
- MICI chairs the GCE meeting and produces a draft summary note which includes any agreed follow-up actions. The draft summary note will be shared with Members to comment and/or edit before it is finalized and posted (along with the meeting agenda) on the MICI website within a few weeks.
- MICI is responsible for implementing any action items agreed to during the GCE meetings and will update Members twice a year or more often if needed.
- A MICI staff member, under the supervision of the Director, will be the point of contact for the following: the logistics of the meetings, preparing the draft agenda and sharing with Members prior to meeting; drafting and sharing the meeting summary notes; posting the agenda and any other public documents that may be relevant on the MICI website; and providing support to MICI staff for following-up on agreed actions.