



Evaluation Office

**TERMS OF REFERENCE FOR THE EVALUATION OF THE
UNFPA 5TH COUNTRY PROGRAMME OF ASSISTANCE TO THE GOVERNMENT OF TURKEY
(2011-2015)**

1. INTRODUCTION

The Evaluation Office is planning to conduct the independent evaluation of the UNFPA 5th Country Programme of Assistance to the Government of Turkey in 2014 as part of its annual work plan, and in accordance with the UNFPA 2013 evaluation policy (DP/FPA/2013/5).

As per the evaluation policy, evaluation at UNFPA serves three main purposes: (i) demonstrate accountability to stakeholders on performance in achieving development results and on invested resources; (ii) support evidence-based decision-making; (iii) contribute important lessons learned to the existing knowledge base on how to accelerate implementation of the Programme of Action of the International Conference on Population and Development (ICPD).

The evaluation will be managed by the Evaluation Office and conducted by a team of independent evaluators, in close cooperation with the UNFPA country office (CO) monitoring and evaluation (M&E) focal point and the Eastern Europe and Central Asia regional office (EECARO) M&E adviser.

2. CONTEXT

UNFPA Assistance to Turkey is subject to the provisions of the Revised Standard Agreement (RSA) signed between United Nations and the Government of Turkey in October 1965 and ratified by the Government of Turkey in 2000. The RSA applies to UNFPA activities and personnel, mutatis mutandis, in accordance with the Letter of the Ministry of Foreign Affairs of Turkey dated 29 December 1999 ref. No CEGY/II-4297. Thus, the UNDP Standard Basic Assistance Agreement and the above Letter constitute the legal basis for the relationship between the Government of Turkey and UNFPA. UNFPA is implementing its 5th Country Programme (CP) in Turkey which came into effect in 2011 and will be completed by the end of 2015.

Turkey is a middle income country with a population of 76.7 million in 2013 . Turkey continues to be the most populous country in the Middle East and the third largest in Europe with an annual population growth rate of 13.7‰.

In 2012, Turkey had a gross domestic product per capita of \$10,496 . Turkey ranks 90th out of 187 countries in 2012 according to the Human Development Index. The percentage of population living in severe poverty is 1.3, whereas the percentage of population living below the national poverty line is 18.1 .

European Union membership continues to be on the agenda of the Government of Turkey, though losing its acceleration compared to the previous years. The reform process for harmonization with European Union rules and regulations is continuing as well as the Government has been introducing many other reforms such as the democratization package. Turkey has recently launched its 10th National Development Plan which covers the period 2014-2018 and designed as a milestone to advance the welfare of population in accordance with the 2023 vision of the Government.

Turkey displays the characteristic pattern of countries which, following a period of high fertility rates now sees a fast decline. The narrowing of the base of the population pyramid of Turkey shows this rapid decline in fertility. According to Turkish Demographic and Health Survey (TDHS) 2008, the total fertility rate (TFR) declined to 2.16 children per woman, however, this drop masks the significant regional differences in the TFR, ranging from a high of 3.27 in the East to a low of 1.73 in the West. The Turkish Statistical Institute (TurkStat) estimates a further decline in TFR reaching 2.08 in 2012. The results of recent TDHS which was conducted in 2013 are expected to be announced in October 2014, which will provide valuable data in most of the UNFPA mandate areas.

Young people aged 10 to 24 make up 24.9 per cent of the population. The absence of comprehensive youth policy and comprehensive information on sexual and reproductive health and reproductive rights in school-based curricula is a long-standing problem. National surveys show that the unmet need for reproductive health information and services is high among youth. Majority of youth who actually use SRH services is married young women. The results of the TDHS 2008 show that 5.9% of the 15-19 years age group among married women were pregnant at the date of the survey. Huge discrepancies in adolescent pregnancy rates are noticeable in the survey results. The range differs with over 3 times higher percentages in Eastern Turkey.

Turkey showed tremendous improvements in maternal and child health indicators over the last ten years. Particularly great success has been attained in health related MDGs (4, 5 and 6) in the last decade. The maternal mortality ratio dropped to 16 per 100,000 live births in 2013 from 28.5 per 100,000 live births in 2005 . The infant mortality decreased to 7.4 per 1000 live births , however these rates still remain two-to-four times higher than OECD averages. In addition, regional and socioeconomic disparities still exist, which are apparent particularly in vulnerable groups such as seasonal agricultural migrant workers. In the context of a recent UNFPA study the maternal mortality rate was calculated as 153 per 100,000 live births for seasonal agricultural migrant workers and their families .

As an outcome of decline in fertility and mortality rates and an increase in the life expectancy, Turkey is facing an ageing population as many other developing / developed countries. The proportion of elderly (65 and over) in the

total population reached 7.7% in 2013, however the absolute number of elderly is 6 million people, which is higher than the total population of many other countries. This number is expected to reach 17 million in 2050 .

The Government took measures during the last ten years to improve the implementation of existing legislation to advance the status of women and to promote human rights. According to the Gender Inequality Index, Turkey moved to the 68th position out of 148 countries in 2012 from its 77th rank out of 138 countries in 2010. Despite the existence of a supportive legislative framework and government commitment during the last ten years, more than 39 per cent of women in Turkey have been subjected to physical violence by an intimate partner .

There have been significant changes in the government's organizational structure since the 2011 which also had direct effects on UNFPA programme implementation. In the context of the Health Transformation Programme of Turkey, the traditional partner of UNFPA, the Ministry of Health General Directorate of Maternal and Child Health and Family Planning was abolished at the end of 2011 and new Public Health Institution was established which encompasses a department on reproductive health. Likewise, the family physician system was scaled up nationwide replacing the health centers which had been operating under the Law on Socialization of Health Services since 1961. However, neither the sexual and reproductive health (SRH) care services nor the responsibilities of new health units to provide SRH services were well defined under the new system, which generates concerns on the availability and accessibility of SRH services including family planning. The pronatalistic view and talks of the current Government and increasing conservatism among the public policy and decision makers put additional stress on continuity of SRH services and creates a challenging environment for UNFPA to implement its activities.

Another significant organizational change at the Government was establishment of a line ministry on family and social policies which encompasses all previously existing general directorates and departments such as General Directorate on Women's Status, General Directorate on Child Services, General Directorate on Elderly and Disabled, General Directorate on Family under one umbrella. In addition, another traditional partner of UNFPA, the State Planning Organization, who prepares the national development plans and programmes of Turkey, was transformed into the Ministry of Development in this process. UNFPA had to rebuilt her relations with all newly established / transformed institutions as well as reorganize her activities including meeting the emerging capacity development needs during the implementation of the 5th CP.

UNFPA decided to commit 4.5 million USD over the five years of its fifth programme of assistance to the Government of Turkey (2011-2015). The programme which was designed to focus particularly on disparities consists of three components: (a) reproductive health and rights (allocated with 2.0 million USD); (b) population and development (allocated with 0.4 million USD); and (c) gender equality (allocated with 1.6 million USD). An amount of 0.5 million USD was allocated for programme coordination and assistance. In addition UNFPA committed to mobilize 2.6 million USD from other sources to complement the programme activities.

In addition to the current development programme of assistance, UNFPA Turkey CO is implementing a humanitarian programme in response to the needs of the Syrian refugees fleeing civil war in their country since April 2011. AFAD, the Turkish Disaster Presidency estimates that by January 2014 700,000 Syrians had entered Turkey. Of those approximately 210,000 people live in camps administered by AFAD, and the remaining 500,000 live in towns and cities around Turkey. In response to the increasing needs of Government of Turkey to be able to respond to the existing humanitarian crisis, UNFPA Turkey CO places serious efforts to mobilize internal and external resources (Australia, Kuwait, Germany, EU). In designing its programme in Turkey, within the Regional Response Plan 6, interagency and corporate contingency plans, UNFPA has employed its Minimum Initial Service Package as a priority set of life-saving activities.

3. OBJECTIVES AND SCOPE OF THE EVALUATION :

The objectives of the independent evaluation of the UNFPA 5th country programme for Turkey are:

- to provide the UNFPA CO in Turkey, national programme stakeholders, the UNFPA EECARO, UNFPA headquarters as well as the wider audience with an independent assessment of the relevance and performance of the UNFPA 5th country programme;
- to provide an analysis of how UNFPA has positioned itself within the development community and national partners with a view to adding value to the country development results;
- to draw key lessons from past and current cooperation and provide a set of clear and forward-looking options leading to strategic and actionable recommendations for the next programming cycle.

The evaluation will cover all activities planned and/or implemented during the period 2011-2014, under both the development programme of assistance (including soft aid activities) and the humanitarian programme launched in response to the Syrian refugee crisis.

Besides the assessment of the intended effects of the country programme, the evaluation also aims at identifying potential unintended effects.

4. EVALUATION CRITERIA AND EVALUATION QUESTIONS

In accordance with the methodology for CPEs as set out in the Evaluation Branch Handbook on How to Design and Conduct Country Programme Evaluations (2012)¹, the evaluation will be based on a number of questions (limited to a maximum of ten) covering the following evaluation criteria:

Relevance

- To what extent are the objectives of the programme (i) adapted to the needs of the population (in particular the needs of vulnerable groups), (ii) aligned with government priorities (iii) as well as with policies and strategies of UNFPA?
- To what extent has the country office been able to respond to changes in the national development context and, in particular, to the Syrian refugee crisis?

Effectiveness

- To what extent have the interventions supported by UNFPA in the field of reproductive health and rights contributed an improved access to and utilization of high quality maternal health and family planning services, including for the most vulnerable groups?
- To what extent have the interventions supported by UNFPA in the field of population and development contributed to an increased availability and use of data on emerging population issues at central and local levels?
- To what extent have the interventions supported by UNFPA in the field of gender contributed to: (i) improved responses to gender-based violence, including in emergency and post-emergency situations; (ii) enable women to fully exercise their human rights?

Efficiency

- To what extent were programme resources (funds, expertise, time, etc.) converted into results?

Sustainability

- To what extent have UNFPA supported interventions contributed to the development of capacities of its partners?
- To what extent have the partnerships established by UNFPA promoted the national ownership of supported interventions, programmes and policies?

Besides the above standard evaluation criteria, the programme will also be assessed against the two following specific criteria, with a view to characterizing the strategic positioning of UNFPA within the UN system in Turkey:

¹ <http://www.unfpa.org/public/home/about/Evaluation/Methodology>

Coordination

- To what extent did UNFPA contribute to coordination mechanisms in the UN system in Turkey?
- To what extent is the UNFPA country programme aligned with the United Nations Development Cooperation Strategy (UNDCS)?

Added value

- What are the main comparative strengths of UNFPA in Turkey – particularly in comparison to other UN agencies?

The questions listed above are only indicative; the final set of evaluation questions will be determined during the design phase, after a discussion with the evaluation reference group.

5. EVALUATION METHODOLOGICAL APPROACH

Data Collection

The evaluation will use a multiple-method approach including documentary review, group and individual interviews, focus groups and field visits as appropriate.

Validation mechanisms

The Evaluation Team will use a variety of methods to ensure the validity of the data collected. Besides a systematic triangulation of data sources and data collection methods and tools, the validation of data will be sought through regular exchanges with the CO programme managers and the evaluation reference group members.

Stakeholder participation

An inclusive approach, involving a broad range of partners and stakeholders, will be taken. The evaluation team will perform a stakeholder mapping in order to identify both UNFPA direct and indirect partners (i.e. partners who do not work directly with UNFPA and yet play a key role in a relevant outcome or thematic area in the national context). These stakeholders may include representatives from the Government, civil-society organizations, the private-sector, UN organizations, other multilateral organizations, bilateral donors, and most importantly, the beneficiaries of the programme.

6. EVALUATION PROCESS

The evaluation will unfold in five phases, each of them including several steps.

1) Preparatory phase

This phase will include:

- the drafting of terms of reference for the evaluation;
- the gathering of initial documentation regarding the country programme (including a list of Atlas projects);
- the selection and recruitment of the external evaluation team;
- the constitution of an evaluation reference group.

During the preparatory phase, the evaluation manager will conduct a short preliminary mission in Ankara with a view to:

- introducing the UNFPA CO and UNFPA main national partners to the evaluation process;
- gaining a clearer understanding of the portfolio of activities of UNFPA in Turkey;
- refining the scope of the evaluation (and thus the formulation of evaluation questions);
- identifying potential projects and site-visits for the field phase.

2) Design phase

This phase will include:

- a *documentary review* of all relevant documents available at UNFPA headquarters, regional office and country office levels regarding the country programme for the period under assessment: 2011-2014;
- a *stakeholder mapping* – The evaluation team will prepare a mapping of stakeholders relevant to the evaluation. The mapping exercise will include state and civil-society stakeholders and will indicate the relationships between different sets of stakeholders;
- a reconstruction of the *intervention logic* of the programme, i.e. the theory of change meant to lead from planned activities to the intended results of the programme;
- the finalization of the list of evaluation questions;
- the development of a data collection and analysis strategy as well as a concrete workplan for the field phase.

At the end of the design phase, the evaluation team will produce a **design report**, displaying the results of the above-listed steps and tasks.

3) Field phase

After the design phase, the evaluation team will undertake a three-week in-country mission to collect and analyze the data required in order to answer the evaluation questions as agreed upon at the design phase.

At the end of the field phase, the evaluation team will provide the CO with a debriefing presentation on the preliminary results of the evaluation, with a view to validating preliminary findings and testing tentative conclusions and recommendations.

4) Reporting phase

During this phase, the evaluation team will continue the analytical work initiated during the field phase and prepare a first draft of the final evaluation report, taking into account comments made by the CO at the field phase debriefing meeting. This **first draft final report** will be submitted to the evaluation reference group for comments (in writing). Comments made by the reference group will then allow the evaluation team to prepare a **second draft of the final evaluation report**.

This second draft final report will form the basis for an **in-country stakeholder workshop**, which should be attended by the CO as well as all the key programme stakeholders (including key national counterparts). The **final report** will be drafted shortly after the seminar, taking into account comments made by the participants.

5) Dissemination and follow-up phase

During this phase, the country and regional offices as well as relevant divisions at UNFPA headquarters will be informed of the results of the evaluation. The evaluation report, accompanied by a document listing all recommendations will be communicated to all relevant units within UNFPA, with an invitation to submit their response. Once filled, this document will become the management response to the evaluation (cf. **Annex II**).

The evaluation report, along with the management response, will be published in the UNFPA evaluation database. The evaluation report will also be made available to the UNFPA Executive Board and will be widely distributed within and outside the organization.

7. USERS

The main audience and primary users of the evaluation are the UNFPA Turkey country office (CO), the UNFPA Eastern Europe and Central Asia regional office (EECARO) and UNFPA headquarter divisions, which may all use the evaluation as an objective basis for decision-making. The evaluation will also benefit government partners, the civil society, as well as other development partners (such as other UN agencies and the European Commission) in Turkey, through the dissemination of its results.

8. INDICATIVE TIMEFRAME

Phases/deliverables	Dates
1. Preparatory phase - <i>Drafting of ToR</i> - <i>Preparatory mission</i> - <i>Finalization of the ToR and recruitment of evaluation team</i>	March/April 2014 <i>March 2014</i> <i>April 2014</i> <i>April 2014</i>
2. Design phase <i>Submission of the design report</i>	April/May 2014 <i>May 2014</i>
3. Field Phase	12 May-30 May 2014
4. Reporting phase - <i>1st draft final report</i> - <i>2nd draft final report</i> - <i>Stakeholder workshop (in Turkey)</i> - <i>Final report</i>	June-October 2014 <i>end June 2014</i> <i>September 2014</i> <i>September 2014</i> <i>October 2014</i>
5. Dissemination phase	November 2014/January 2015

9. COMPOSITION OF THE EVALUATION TEAM

The evaluation team will consist of:

- an **evaluation manager / co-team leader** (Evaluation Adviser at the Evaluation Office, UNFPA), with overall responsibility for the evaluation process, from the preparation of the ToR to the production and

dissemination of the final report. He will lead and coordinate the work of the evaluation team during all phases of the evaluation and will be responsible for the quality assurance of all evaluation deliverables.

- a **co-team leader** (consultant), who will assist the evaluation manager / co-team leader in the coordination of the evaluation team and provide expertise in one of the three programmatic areas of the evaluation (reproductive health and rights, gender or population and development). She/he will take part in the data collection and analysis work during the design and field phases. She/he will be responsible for drafting key parts of the design report and of the draft final and final evaluation reports, including (but not limited to) sections relating to her/his area of expertise. She/he will be responsible for putting together the design report, the draft final and the final evaluation reports based on inputs from other evaluation team members.
- two **evaluators** (consultants), who will each provide expertise in (at least) one programmatic area of the evaluation. Each evaluator will take part in the data collection and analysis work during the design and field phases. Each evaluator will be responsible for drafting key parts of the design report and of the draft final and final evaluation reports, including (but not limited to) sections relating to her/his area of expertise.

The team might be assisted by a translator/interpreter, according to its needs.

The work of the evaluation team will be guided by the Norms and Standards established by the United Nations Evaluation Group (UNEG). Team members will adhere to the Ethical Guidelines for Evaluators in the UN system and the Code of Conduct, also established by UNEG. The evaluators will be requested to sign the Code of Conduct prior to engaging in the evaluation exercise (cf. **Annex I**).

10. DELIVERABLES

The evaluation team will produce the following deliverables:

- a design report including (as a minimum): a) a stakeholder map ; b) the evaluation matrix (including the final list of evaluation questions and the corresponding judgement criteria and indicators) ; c) the overall evaluation design and methodology, with a detailed description of the data collection plan for the field phase;
- a debriefing presentation document (*Power Point*) synthesizing the main preliminary findings, conclusions and recommendations of the evaluation, to be presented and discussed with the CO during the debriefing meeting foreseen at the end of the field phase;
- a draft final evaluation report (potentially followed by a second draft, taking into account potential comments from the evaluation reference group);
- a powerpoint presentation of the results of the evaluation for the in-country stakeholder workshop;
- a final report, based on comments expressed during the in-country stakeholder workshop.

All deliverables will be drafted in *English*.

11. MANAGEMENT OF THE EVALUATION

The evaluation adviser (at the Evaluation Office, UNFPA) will both manage and co-lead the evaluation.

He will be assisted by an evaluation **reference group** composed of the UNFPA country office M&E focal point, the UNFPA EECARO regional M&E adviser as well as representatives from relevant UNFPA headquarter services and representatives from the national government partners and the civil society.

The role of the reference group will be of a technical nature. Its main tasks will be:

- to provide the evaluation team with relevant information and documentation on the programme under assessment;
- to facilitate the access of the evaluation team to key informants during the field phase;
- to discuss and provide comments on the reports produced by the evaluation team;
- to advise on the quality of the work done by the evaluation team;
- to assist in feedback of the findings, conclusions and recommendations from the evaluation into future programme design and implementation.

The evaluation manager and the reference group will communicate mostly via e-mails. However, two reference group meetings will be organized in the course of the evaluation process:

- a briefing meeting, at the beginning of the field phase;
- a “virtual” meeting (i.e., a videoconference), to discuss the draft final report of the evaluation, at reporting phase.

12. QUALIFICATIONS OF EXPERTS

1. **Co-team leader**

- An advanced degree in social sciences, political science, economics or related fields;
- Extensive previous experience in leading complex evaluations, especially in the field of development aid for UN agencies and/or other international organizations evaluations;
- Specialization and significant experience in one of the programmatic areas covered by the evaluation (reproductive health and rights, gender or population and development);
- Familiarity with UN and/or UNFPA mandate and activities;
- Experience regarding operations in humanitarian settings;
- Excellent management skills and ability to work with multi-disciplinary and multi-cultural teams;
- Excellent analytical, communication and writing skills;
- Fluency in English is required;
- Fluency in Turkish would be an asset.

2. **Evaluators**

- An advanced degree in social sciences, political science, economics or related fields;
- Specialization and/or significant experience in one of the programmatic areas covered by the evaluation (reproductive health and rights, gender or population and development);
- Significant knowledge and experience of complex evaluations in the field of development aid for UN agencies and/or other international organizations;
- Familiarity with UN and/or UNFPA mandate and activities;
- Experience regarding operations in humanitarian settings;
- Strong interpersonal skills and ability to work in a multi-cultural team;
- Excellent analytical, communication and writing skills
- Fluency in English and Turkish is required

ANNEX I : Ethical Code of Conduct for UNEG/UNFPA Evaluations

Evaluations of UNFPA-supported activities need to be independent, impartial and rigorous. Each evaluation should clearly contribute to learning and accountability. Hence evaluators must have personal and professional integrity and be guided by propriety in the conduct of their business

Evaluation Team /Evaluators:

1. To avoid **conflict of interest** and undue pressure, evaluators need to be **independent**, implying that members of an evaluation team must not have been directly responsible for the policy/programming-setting, design, or overall management of the subject of evaluation, nor expect to be in the near future.

Evaluators must have no vested interest and have the full freedom to conduct impartially their evaluative work, without potential negative effects on their career development. They must be able to express their opinion in a free manner.

2. Should protect the anonymity and **confidentiality of individual informants**. They should provide maximum notice, minimize demands on time, and: respect people's right not to engage. Evaluators must respect people's right to provide information in confidence, and must ensure that sensitive information cannot be traced to its source. Evaluators are **not expected to evaluate individuals**, and must balance an evaluation of management functions with this general principle.
3. Evaluations sometimes uncover evidence of wrongdoing. Such cases must be reported discreetly to the appropriate investigative body.
4. Should be **sensitive to beliefs, manners and customs** and act with integrity and honesty in their relations with all stakeholders. In line with the UN Universal Declaration of Human Rights, evaluators must be sensitive to and **address issues of discrimination and gender equality**. They should avoid offending the dignity and self-respect of those persons with whom they come in contact in the course of the evaluation. Knowing that evaluation might negatively affect the interests of some stakeholders, evaluators should conduct the evaluation and communicate its purpose and results in a way that clearly respects the stakeholders' dignity and self-worth.

5. They are responsible for the clear, accurate and fair written and/or oral presentation of study limitations, evidence based findings, conclusions and recommendations.

For details on the ethics and independence in evaluation, please see UNEG Ethical Guidelines and Norms for Evaluation in the UN System

<http://www.unevaluation.org/search/index.jsp?q=UNEG+Ethical+Guidelines>

http://www.unevaluation.org/papersandpubs/documentdetail.jsp?doc_id=21

[Please date, sign and write “Read and approved”]

ANNEXE II : Management response

UNFPA Management response	Country Programme Evaluations (from-to):(name of the country)
--	--

Note: The following management response lists the recommendations as they appear in the evaluation report. Please refer to the report for more details on each recommendation. Recommendations may be organized by clusters, e.g.: strategic recommendations, recommendations associated with the country programme, recommendations associated with cross-cutting issues. Within each cluster, recommendations should be ranked by priority levels (from 1 to 3).

Instructions for completing the management response:

1. Boxes in white to be completed upon receiving the present request
2. Boxes in grey to be completed one year later.

Cluster 1: Strategic recommendations				
Recommendation #	To (e.g Executive Director's Office)	Priority Level(from 1 to 3)		
Management response - Please provide your response to the above recommendation. Where recommendations (or parts of) are not accepted, please provide detailed justification. Where accepted, please indicate key actions for implementation:				
Key action(s)	Deadline	Responsible unit(s)	Annual implementation status updates	
			Status (ongoing or completed)	Comments

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

--	--	--	--	--	--

Recommendation #	To(e.g. Country office)	Priority level

Management response - Please provide your response to the above recommendation. Where recommendations (or parts of) are not accepted, please provide detailed justification. Where accepted, please indicate key actions for implementation:.....

.....

.....

.....

Key action(s)	Deadline	Responsible unit(s)	Annual implementation status updates	
			Status (ongoing or completed)	Comments

Cluster 2: Recommendations associated with the programme

Recommendation #	To	Priority level

Management response - Please provide your response to the above recommendation. Where recommendations (or parts of) are not accepted, please provide detailed justification. Where accepted, please indicate key actions for implementation:.....

.....

.....

Key action(s)	Deadline	Responsible unit(s)	Annual implementation status updates	
			Status (ongoing or completed)	Comments

Clusters 3: Recommendations associated with cross-cutting issues

Recommendation #	To	Priority level

Management response - Please provide your response to the above recommendation. Where recommendations (or parts of) are not accepted, please provide detailed justification. Where accepted, please indicate key actions for implementation:.....

Key action(s)	Deadline	Responsible unit(s)	Annual implementation status updates	
			Status (ongoing or completed)	Comments

ANNEX III : List of Atlas projects

List of Projects Atlas by CPAP Output and Strategic Plan outcome						
TURKEY - All Funds - All Implementing Agencies						
Fund Type	IA Group	Implementing Agency	Activity Description	Geographic location	Atlas Budget	Disbursement
2011	Expense has been replaced with disbursement due to non-availability of expense in Atlas reports from 2012 onwards					
2012						
2013						
2014						
Gender						
Strategic Plan Outcome: 3.1 Gender equality and the human rights of women and adolescent girls, particularly their reproductive rights, integrated in national policies, development frameworks and laws AND Outcome 5. Gender equality and reproductive rights advanced particularly through advocacy and implementation of laws and policy						
CPAP Output 3.2: Local mechanisms established through cooperation of public, private and non-governmental partners to enable women [to] exercise their human rights fully						
TUR5G11A (TUR5U502): UN Joint Programme on Women Friendly Cities (on promoting Gender Equality at Local Level)						
SIDA	UNFPA	UNFPA	PROG MANAGER SALARY	Ankara	45,000.00	38,901.94
SIDA		UNFPA	PROG ASSISTANT SALARY	Ankara	16,000.00	12,060.20
SIDA		UNFPA	ADVOCACY ADVISER SALARY	Ankara	16,000.00	0.00
SIDA		UNFPA	LOCAL COORDINATOR SALARY	Adiyaman, Antalya, Bursa, İzmir,	100,700.00	62,038.89
SIDA		UNFPA	IT EQUIPMENT	Ankara	12,075.00	11,762.21
SIDA		UNFPA	OFFICE EQUIPMENT	Ankara	477.00	690.70
SIDA		UNFPA	OFFICE SUPPLIES	Ankara	4,800.00	2,819.93
SIDA		UNFPA	PROJECT LAUNCH EVENT	Ankara	41,800.00	34,904.26
SIDA		UNFPA	IN-DEPTH ASSESSMENT STUDY	NATIONAL	25,000.00	0.00
SIDA		UNFPA	MONITORING VISITS	Adiyaman, Antalya, Bursa, İzmir,	4,200.00	5,050.40
SIDA		UNFPA	NATIONAL CONFERENCE	Ankara	33,600.00	14,985.81
SIDA		UNFPA	PMC MEETINGS	Ankara	5,000.00	4,827.24
SIDA		UNFPA	AWARENESS RAISING ACTIVITIES	Ankara, Adiyaman, Antalya, Burs	10,000.00	1,613.37
SIDA		UNFPA	CONTINGENCY		22,000.00	9,867.31
SIDA		UNFPA	7% INDIRECT COST		24,078.39	16,057.54
SIDA		UNFPA	TRAINING OF TRAINERS FOR MOI	Ankara	8,325.00	8,274.41
SIDA		UNFPA	NGO TRAINING	Adiyaman, Antalya, Bursa, İzmir,	9,200.00	9,141.13
SIDA		UNFPA	LOCAL GENDER MAINSTREAM TOT	Adiyaman, Antalya, Bursa, İzmir,	11,800.00	11,657.70
SIDA		UNFPA	ADVOCACY ADVISER SALARY	Ankara	12,000	12,000
SIDA		UNFPA	OFFICE SUPPLIES	Ankara	6,936	6,936
SIDA		UNFPA	LEAP DEVELOPMENT MEETING	Ankara, Adiyaman, Antalya, Burs	45,464	41,463
SIDA		UNFPA	MONITORING VISITS	Adiyaman, Antalya, Bursa, İzmir,	3,300	2,945
SIDA		UNFPA	PMC MEETINGS	Ankara	5,000	1,582
SIDA		UNFPA	AWARENESS RAISING ACTIVITIES	Ankara, Adiyaman, Antalya, Burs	19,000	16,156
SIDA		UNFPA	LEAP PRESENTATION WORKSHOP	Ankara	2,551	0.00
SIDA		UNFPA	STUDY TOUR	Stocholm, London	96,249	96,249
SIDA		UNFPA	CONTINGENCY		7,800	6,912
SIDA		UNFPA	7% INDIRECT COST		42,819	33,715
SIDA		UNFPA	PROG MANAGER SALARY	Ankara	60,000	46,557
SIDA		UNFPA	PROG ASSISTANT SALARY	Ankara	24,000	22,790
SIDA		UNFPA	LOCAL COORDINATORS SALARIES	Adiyaman, Antalya, Bursa, İzmir,	160,800	158,525
SIDA		UNFPA	NGO TRAINING	Adiyaman, Antalya, Bursa, İzmir,	14,836	14,836
SIDA		UNFPA	LOCAL GENDER MAINSTREAM TOT	Adiyaman, Antalya, Bursa, İzmir,	11,245	10,439
SIDA		UNFPA	TRAINING FOR LOCAL AUTH	Adiyaman, Antalya, Bursa, İzmir,	44,093	42,780
SIDA		UNFPA	TRAINING GENDER FOCAL POINTS	Adiyaman, Antalya, Bursa, İzmir,	1,126	1,126
SIDA	UNFPA	UNFPA	PROGRAMME MANAGEMENT & COOR	ANKARA	407,310	382,144
SIDA		UNFPA	IN-DEPTH ASSESSMENT STUDY	NATIONAL	14,500	7,404
SIDA		UNFPA	MONITORING VISITS	Adiyaman, Antalya, Bursa, İzmir,	21,000	20,554
SIDA		UNFPA	AWARENESS RAISING ACTIVITIES	Ankara, Adiyaman, Antalya, Burs	20,508	20,854
SIDA		UNFPA	WOMEN FRIENDLY URBAN SPACE MO	NATIONAL	1,000	0.00
SIDA		UNFPA	CONTINGENCY		30,300	20,066
SIDA		UNFPA	SUPPORT TO STRATEGIC PLANNING	Ankara, Adiyaman, Antalya, Burs	2,000	0.00
SIDA		UNFPA	DISTRIBUTION OF GRANTS	Ankara, Adiyaman, Antalya, Burs	84,000	72,000
SIDA		UNFPA	LAUNCH OF GRANTS PROGRAM	Ankara, Adiyaman, Antalya, Burs	22,661	21,861
SIDA		UNFPA	PCM TRAININGS	Ankara, Adiyaman, Antalya, Burs	61,894	60,330
SIDA		UNFPA	GRANTEE SELECTION COMMITTEE	Ankara	8,593	8,556
SIDA		UNFPA	SUPPORT TO GRANTS IMPLEMENTATI	Ankara, Adiyaman, Antalya, Burs	24,000	11,787
SIDA		UNFPA	SUPPORT TO GRANTS IMPLEMENTATI		0.00	985
SIDA		UNFPA	GRANTS MONITORING	Ankara, Adiyaman, Antalya, Burs	3,000	0.00
SIDA		UNFPA	SALARY OF THE GRANTS MANAGER	Ankara	33,720	34,188
SIDA		UNFPA	7% INDIRECT COST		16,651	14,611
SIDA		UNFPA	7% INDIRECT COST		44,541	39,790
SIDA		UNFPA	NGO TRAINING	Ankara	29,680	9,358
SIDA		UNFPA	LOCAL GENDER MAINSTREAM TOT	İzmir	110,004	107,069

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

SIDA	UNFPA	UNFPA	PROGRAMME MANAGEMENT & COOR	Ankara, Adiyaman, Antalya, Bursa, İzmir, Gaziantep, Kars,	437,680	
SIDA		UNFPA	IN-DEPTH ASSESSMENT STUDY	National	20,000	
SIDA		UNFPA	MONITORING VISITS	Adiyaman, Antalya, Bursa, İzmir,	10,000	
SIDA		UNFPA	AWARENESS RAISING ACTIVITIES	Ankara, Adiyaman, Antalya, Burs	52,124	
SIDA		UNFPA	LEAP MONITORING TOOL	Ankara, Adiyaman, Antalya, Burs	13,000	
SIDA		UNFPA	WOMEN FRIENDLY URBAN SPACE MO	National	12,000	
SIDA		UNFPA	PROJECT REVIEW MEETING	Ankara	42,480	
SIDA		UNFPA	CONTINGENCY	Ankara	37,722	
SIDA		UNFPA	SUPPORT TO STRATEGIC PLANNING	Ankara, Adiyaman, Antalya, Burs	24,750	
SIDA		UNFPA	DISTRIBUTION OF GRANTS	Ankara, Adiyaman, Antalya, Burs	216,000	
SIDA		UNFPA	LAUNCH OF GRANTS PROGRAM	Ankara, Adiyaman, Antalya, Burs	24,000	
SIDA		UNFPA	GRANTEE SELECTION COMMITTEE	Ankara	20,742	
SIDA		UNFPA	GRANTS EXPERIENCE SHARING	Ankara	29,200	
SIDA		UNFPA	SUPPORT TO GRANTS IMPLEMENTATI	Ankara, Adiyaman, Antalya, Burs	51,420	
SIDA		UNFPA	GRANTS MONITORING	Adiyaman, Antalya, Bursa, İzmir,	18,650	
SIDA		UNFPA	SALARY OF THE GRANTS MANAGER	Ankara	42,960	
SIDA		UNFPA	EVALUATION OF UNJP RESULTS	Ankara, Adiyaman, Antalya, Burs	30,000	
SIDA		UNFPA	PROJECT CLOSURE MEETING	Ankara	58,000	
SIDA		UNFPA	7% INDIRECT COST		28,208	
SIDA		UNFPA	7% INDIRECT COST		55,451	
SIDA		UNFPA	NGO TRAINING	Ankara	29,500	
SI		UNFPA	TRAINING FOR LOCAL AUTH	Ankara, Adiyaman, Antalya, Burs	24,900	
			TOTAL TUR5G11A		\$3,161,424	\$1,591,220

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Strategic Plan Outcome: 3.3 Human rights protection systems (including national human rights councils, ombudspersons, and conflict-resolution mechanisms) and participatory mechanisms are strengthened to protect reproductive rights of women and adolescent girls, including the right to be free from violence AND Outcome 5. Gender equality and reproductive rights advanced particularly through advocacy and implementation of laws and policy

CPAP Output 3.2: Local mechanisms established through cooperation of public, private and non-governmental partners to enable women [to] exercise their human rights fully

TUR5G31A (TUR5U506): Human Rights Protection Systems and Mechanisms						
UNFPA	UNFPA	UNFPA	PROJ COORDINATOR SALARY	ANKARA	30,000.00	24,723.95
BOYNER HOLDING		UNFPA	PROJ ASSISTANT SALARY	ANKARA	4,815.00	4,262.38
BOYNER HOLDING		UNFPA	MENTOR FEEDBACK MEETINGS	ISTANBUL	1,233.00	667.49
BOYNER HOLDING		UNFPA	ANNUAL EVAL MEETING	ISTANBUL	426.00	90.16
BOYNER HOLDING		UNFPA	POM ARILS INTERVIEWS	NATIONAL	6,698.00	6,805.70
BOYNER HOLDING		UNFPA	POM ARILS SHORTLISTING MEETING	ANKARA	107.00	149.10
BOYNER HOLDING		UNFPA	FIELD VISITS	NATIONAL	3,530.00	0.00
BOYNER HOLDING		UNFPA	PRESS MEETING	ISTANBUL	747.00	1,319.89
BOYNER HOLDING		UNFPA	PROG ADMIN COSTS	ANKARA	1,605.00	4,807.88
BOYNER HOLDING		UNFPA	Indirect Cost for UNFPA	HQ	0.00	6,223.80
BOYNER HOLDING		UNFPA	P. ARILS TRAINING	ISTANBUL	60,742.00	55,339.88
BOYNER HOLDING		UNFPA	SERVICE PROVIDERS TRAINING	ANKARA	12,158.00	12,519.68
BOYNER HOLDING		UNFPA	MENTOR TRAINING	ISTANBUL	2,440.00	1,366.66
BOYNER HOLDING		UNFPA	ADDITIONAL TRAINING COST	ISTANBUL	5,350.00	1,097.50
BOYNER HOLDING	UNFPA	UNFPA	MENTOR FEEDBACK MEETINGS	ISTANBUL	1,639	0
BOYNER HOLDING		UNFPA	PA INTERVIEWS	NATIONAL	8,579	8,264
BOYNER HOLDING		UNFPA	ADMIN COST	ANKARA	7,706	7,055
BOYNER HOLDING		UNFPA	Indirect Cost for UNFPA	HQ	8,269	6,561
BOYNER HOLDING		UNFPA	SALARY OF PROJ. ASSIST	ANKARA	5,250	5,250
UNFPA		UNFPA	Project Coordinator Salary	ANKARA	28,045	28,045
UNFPA		UNFPA	SALARY OF RM ASSOCIATE	ANKARA	76,210	75,894
BOYNER HOLDING		UNFPA	PA TRAININGS	ISTANBUL	67,746	56,943
BOYNER HOLDING		UNFPA	SERVICE PROVIDERS TRAINING	ANKARA	17,413	12,060
BOYNER HOLDING		UNFPA	MENTOR TRAIN UNFPA REPRES	ISTANBUL	820	2,535
BOYNER HOLDING		UNFPA	ADDITIONAL TRAINING COST	ISTANBUL	5,055	1,425
BOYNER HOLDING		UNFPA	NEEDS ASSESSMENT MEETINGS	SIVAS, DIYARBAKIR, SAMSUN, BI	22,846	15,717
BOYNER HOLDING		UNFPA	MENTOR FEEDBACK MEETINGS	ISTANBUL	3,258	3,217
BOYNER HOLDING		UNFPA	VISITS ON PROVINCIAL DIRECT.	SIVAS, DIYARBAKIR, SAMSUN, BI	5,471	521
BOYNER HOLDING		UNFPA	ADMIN COST	ANKARA	10,294	8,324
BOYNER HOLDING		UNFPA	CONSULTANCY	ANKARA	14,206	6,652
BOYNER HOLDING	UNFPA	UNFPA	PRESS MEETING	ISTANBUL	4,706	4,271
BOYNER HOLDING		UNFPA	Indirect Cost for UNFPA	HQ	5,284	4,799
UNFPA		UNFPA	Project Coordinator Salary	ANKARA	33,635	32,105
UNFPA		UNFPA	SALARY OF RM ASSOCIATE	ANKARA	87,821	78,170
BOYNER HOLDING		UNFPA	SERVICE PROVIDERS TRAINING	SIVAS, DIYARBAKIR, SAMSUN, BI	29,792	29,829
BOYNER HOLDING	UNFPA	UNFPA	ADMIN COST	Ankara	7,235	
BOYNER HOLDING		UNFPA	Indirect Cost for UNFPA	HQ	1,481	
UNFPA		UNFPA	Project Coordinator Salary	Ankara	33,642	
UNFPA		UNFPA	SALARY OF RM ASSOCIATE	Ankara	81,281	
BOYNER HOLDING		UNFPA	SERVICE PROVIDERS TRAINING	İstanbul, Sivas, Samsun, Diyarba	11,284	
				TOTAL TUR5G31A	\$708,818	\$507,011

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Strategic Plan Outcome: (NONE STATED IN 2011 AWP) 3.4 Responses to gender-based violence, particularly domestic and sexual violence expanded through improved policies, protection systems, legal enforcement and sexual and reproductive health and HIV prevention services, including in emergency and post-emergency situations AND (AS STATED IN LATER AWPS) Outcome 5. Gender equality and reproductive rights advanced particularly through advocacy and implementation of laws and policy

CPAP Output 3.1: The stakeholder base is expanded to advocate better responses to gender-based violence through improved policies and protection systems

TUR5G41A (TUR5U505): Response to Gender Based Violence

UNFPA	UNFPA	UNFPA	SUPPORTING GDSW	ANKARA	2,500.00	2,500.37
UNFPA		UNFPA	SUPPORT TO PROG IMP	ANKARA	5,600.00	8,628.74
UNFPA	NGO	PN4642	YOUTH RESEARCH	AYDIN, ERZURUM, ANKARA	5,400.00	5,512.23
UNFPA		PN4642	SUPPORT TO POP ASSOS	AYDIN, ERZURUM, ANKARA	540.00	551.22
UNFPA	UNFPA	UNFPA	RESEARCH ADVISORS FEES	ANKARA	18,400.00	12,400.00
UNFPA		UNFPA	TRAINING FOR RELIGIOUS AFFAIRS	NATIONAL	65,000.00	63,908.58
UNFPA		UNFPA	MASTER POLICE TRAINING	NATIONAL	21,500.00	25,479.69
UNFPA	UNFPA	UNFPA	SUPPORTING GDSW	ANKARA	758	757
UNFPA		UNFPA	SUPPORT TO PROG IMP	ANKARA	3,689	3,688
UNFPA	NGO	PN4642	YOUTH RESEARCH	AYDIN, ERZURUM, ANKARA	34,400	34,629
UNFPA	UNFPA	UNFPA	RESEARCH ADVISORS FEES	ANKARA	9,000	9,000
UNFPA		UNFPA	ADVOCACY ACT TO COMBAT VAW	NATIONAL	3,364	3,364
UNFPA	NGO	PN4642	SUPPORT TO POP ASSOC	AYDIN, ERZURUM, ANKARA	3,790	3,463
UNFPA	UNFPA	UNFPA	SALARY OF PROGRAMME COORD	ANKARA	82,456	82,201
UNFPA		UNFPA	SALARY OF PROGRAMME ASSIST	ANKARA	35,603	34,957
UNFPA		UNFPA	TRAINING FOR RELIGIOUS AFFAIRS	NATIONAL	72,046	72,045
UNFPA		UNFPA	CAPACITY BUILDING FOR REL. AFF	NATIONAL	30,388	30,387
UNFPA		UNFPA	SUPPORT TO PROG IMP	ANKARA	14,914	14,908
UNFPA		UNFPA	ADVOCACY ACT TO COMBAT VAW	NATIONAL	34,565	34,356
UNFPA		UNFPA	CAPACITY BUILD FOR GENDARMERIE	NATIONAL	20,573	20,639
UNFPA		UNFPA	SALARY OF PROGRAMME COORD	ANKARA	84,355	82,369
UNFPA		UNFPA	SALARY OF PROGRAMME ASSIST	ANKARA	39,371	38,794
UNFPA	UNFPA	UNFPA	SUPPORTING GDSW	Ankara	5,000	
UNFPA		UNFPA	CAPACITY BUILDING FOR REL. AFF	National	10,000	
UNFPA		UNFPA	CONTENT DEV. ON VAW WITH MONE	National	10,000	
UNFPA		UNFPA	CAPACITY BUILD FOR TR ARMED F.	National	47,966	
UNFPA		UNFPA	SUPPORT TO CORPORATE ALLIANCE	National	15,000	
UNFPA		UNFPA	SUPPORT TO NGO ON CEDAW	Ankara	2,000	
UNFPA		UNFPA	M&E ACTIVITIES	Ankara	1,000	
UNFPA		UNFPA	SALARY OF PROGRAMME COORD	Ankara	21,446	
UNFPA		UNFPA	SALARY OF PROGRAMME ASSIST	Ankara	27,251	
				TOTAL TUR5G41A	\$727,875	\$584,538
				TOTAL FOR GENDER	\$4,598,117	\$2,682,768

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Reproductive Health

Strategic Plan Outcome 2.2 Access to and utilization of maternal health services increased in order to reduce maternal mortality and morbidity, including the prevention of unsafe abortion and management of complications AND 2: Increased access to and utilization of quality maternal and newborn health services

CPAP Output 2.1: Access to and utilization of high-quality maternal health services are increased to reduce regional disparities in maternal mortality and

TUR5R21A (TUR5U201): Utilisation of Maternal Health Services

UNFPA	GOVERNMENT	HARRAN UNIVERSIT	DISSEMINATION OF SURVEY Qs	SANLIURFA & ADIYAMAN	4,000.00	3,718.52
UNFPA		HARRAN UNIVERSIT	PILOTING THE SURVEY		2,500.00	2,324.07
UNFPA		HARRAN UNIVERSIT	FIELD IMPLEMENTATION OF SURVEY		43,000.00	39,974.07
UNFPA		HARRAN UNIVERSIT	TRAINING OF FIELD STAFF		4,000.00	3,718.52
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	SUPPORT TO PROG. MANAGEMENT	SANLIURFA & ADIYAMAN	12,000	12,086
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	DISSEMINATION OF SURVEY REPORT		1,000	973
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	DEVELOPMENT OF TRAINING MATERI		13,000	13,209
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	FIELD WORK OF PEER EDUCATORS		23,300	23,337
MATRA	GOVERNMENT	HARRAN UNIVERSIT	FIELD WORK OF PEER EDUCATORS		2,000	1,997
MATRA	GOVERNMENT	HARRAN UNIVERSIT	ADVOCACY&IEC		1,500	1,497
MATRA	UNFPA	HARRAN UNIVERSIT	ICFORUNFPA	HQ	0	2,446
MATRA	UNFPA	UNFPA	ICFORUNFPA	HQ	2,450	0
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	TRAINING OF PEER EDUCATORS	SANLIURFA & ADIYAMAN	15,000	15,085
MATRA	GOVERNMENT	HARRAN UNIVERSIT	TRAINING OF PEER EDUCATORS		31,500	31,447
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	SUPPORT TO PROG. MANAGEMENT	SANLIURFA&ADIYAMAN	20,000	19,217
UNFPA		HARRAN UNIVERSIT	DISSEMINATION OF SURVEY REPORT	CENTRAL	1,000	994
UNFPA		HARRAN UNIVERSIT	DEVELOPMENT OF TRAINING MATERI	SANLIURFA&ADIYAMAN	18,500	17,701
MATRA		HARRAN UNIVERSIT	DEVELOPMENT OF TRAINING MATERI		8,000	7,549
UNFPA		HARRAN UNIVERSIT	FIELD WORK OF PEER EDUCATORS		10,000	9,548
MATRA		HARRAN UNIVERSIT	FIELD WORK OF PEER EDUCATORS		14,000	13,445
MATRA		HARRAN UNIVERSIT	ADVOCACY&IEC		1,000	992
TOROS		HARRAN UNIVERSIT	ADVOCACY&IEC		14,285	12,978
UNFPA		HARRAN UNIVERSIT	CAPACITY BUILDING ACTIVITIES		13,500	13,023
MATRA		HARRAN UNIVERSIT	CAPACITY BUILDING ACTIVITIES		19,250	19,133
TOROS		HARRAN UNIVERSIT	CAPACITY BUILDING ACTIVITIES		55,000	52,021
MATRA		HARRAN UNIVERSIT	MONITORING AND EVALUATION		7,563	7,124
MATRA		UNFPA	ICFORUNFPA	HQ	3,491	3,377
TOROS		UNFPA	ICFORUNFPA		0	4,550
TOROS		UNFPA	ICFORUNFPA		4,850	0
UNFPA		HARRAN UNIVERSITY			0	2,777
MATRA	HARRAN UNIVERSITY			0	1,617	
TOROS	HARRAN UNIVERSITY			0	4,285	
UNFPA	GOVERNMENT	HARRAN UNIVERSIT	SUPPORT TO PROG. MANAGEMENT	SANLIURFA & ADIYAMAN	18,000	
UNFPA		HARRAN UNIVERSIT	DEVELOPMENT OF TRAINING PACKS		12,000	
UNFPA		HARRAN UNIVERSIT	FIELD WORK OF PEER EDUCATORS		5,000	
UNFPA		HARRAN UNIVERSIT	ADVOCACY&IEC		8,500	
UNFPA		HARRAN UNIVERSIT	CAPACITY BUILDING ACTIVITIES		1,500	
TOTAL TUR5R21A					\$390,689	\$342,145

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Strategic Plan Outcome 2.3 Access to and utilization of voluntary family planning services by individuals and couples increased according to reproductive intention AND 2: Increased access to and utilization of quality maternal and newborn health services

CPAP Output 2.2: Improved services and mechanisms are in place to reduce the number of high-risk pregnancies and induced abortions

TUR5R31A (TUR5U302): Reduce high-risk pregnancies

UNFPA	GOVERNMENT	MoH	REVISION OF NATIONAL FP GUIDE	ANKARA	4,000.00	3,666.66	
UNFPA		MoH	REVISION TRAINING SKILLS GUIDE		2,500.00	2,285.71	
UNFPA		MoH	REVISION ADVNCD TRAINING GUIDE		2,500.00	2,291.00	
UNFPA		MoH	DEVELOPING M&E GUIDELINE		2,465.00	2,291.00	
UNFPA		MoH	TRANSLATION CONTR. USE GUIDE		8,714.85	8,081.48	
UNFPA		MoH	PRINTING WHEEL GUIDELINE		6,000.00	5,524.66	
UNFPA		MoH	SUPPORT MATERNAL M. COMMISSION		5,519.64	5,107.60	
UNFPA		MoH	TRANS. STANDARDS FOR SEX. ED.		1,446.79	1,317.46	
UNFPA		MoH	PRINTING TRAINING SKILLS GUIDE		6,853.72	6,367.96	
UNFPA			MoH		SUPPORT MATERNAL M. COMMISSION	995	547
UNFPA			MoH		PRINTING RH GUIDELINES	1,000	842
2013 no activities							
2014 no activities							
TOTAL TUR5R31A					\$41,995	\$38,323	

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Strategic Plan Outcome 2.5 Access of young people to SRH, HIV and gender-based violence prevention services, and gender-sensitive life skills based SRH education improved as part of a holistic multi-sectoral approach to young people's development AND 6: Improved access to SRH services and sexuality education for young people (including adolescents)

CPAP Output 2.3: Access to information and services on sexual and reproductive health and rights improved for the most vulnerable population groups, including youth, marginalized groups, migrants and the Roma population

TUR5R51A (TUR5U603): Improved access to SRH for vulnerable population groups						
UNFPA		UNFPA	YPEER FP MEETINGS	NATIONAL	5,400.00	5,395.31
UNFPA	UNFPA	UNFPA	SUPPORT TO PROGRAMME		33,500.00	33,508.38
UNFPA		UNFPA	IEC MATERIALS		6,100.00	6,094.53
UNFPA		UNFPA	COMMUNITY VOLUNT SUPPORT TO PROG. MANAGEMENT	NATIONAL	8,000.00	7,437.04
UNFPA		UNFPA	COMMUNITY VOLUNT CAPACITY BUILDING ACTIVITIES		9,757.00	9,070.40
Eczacıbası		UNFPA	COMMUNITY VOLUNT PRINTING HIV/AIDS BOARD GAME		5,000.00	4,648.15
UBW		UNFPA	COMMUNITY VOLUNT WAD WORKSHOP		14,019.00	12,473.25
Eczacıbası		UNFPA	COMMUNITY VOLUNT SUPPORT TO CVF	CVF	1,183.63	1,100.34
UNFPA		UNFPA	COMMUNITY VOLUNT SUPPORT TO CVF		1,243.00	1,155.53
UBW		UNFPA	COMMUNITY VOLUNT SUPPORT TO CVF		981.00	872.84
UBW		UNFPA	UNFPA Indirect Cost	HQ	0.00	976.11
Eczacıbası	UNFPA	UNFPA	INDRECT COST FOR UNFPA	HQ	1,266.20	0.00
Eczacıbası	NGO	UNFPA	COMMUNITY VOLUNT PEER EDUC ToT	NATIONAL	11,905.00	11,067.24
UNFPA	UNFPA	UNFPA	YPEER FP MEETINGS	NATIONAL	2,000	2,000
UNFPA	UNFPA	UNFPA	SUPPORT TO PROGRAMME	NATIONAL	28,679	28,671
FPA80	UNFPA	UNFPA	IEC MATERIALS	NATIONAL	4,750	4,750
UNFPA	UNFPA	UNFPA	IEC MATERIALS	NATIONAL	2,360	2,360
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT TO PROG. MANAGEMENT	NATIONAL	32,000	32,461
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT CAPACITY BUILDING ACTIVITIES	NATIONAL	17,869	18,037
UNFPA	UNFPA	UNFPA	WAD WORKSHOP	NATIONAL	5,096	5,096
UNFPA	UNFPA	UNFPA	MAPPING OF SRH IN CURRICULA	ANKARA	1,913	1,888
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT IC FOR CVF	ISTANBUL	4,616	4,585
UNFPA	UNFPA	UNFPA	RH ANALYST	ANKARA	83,820	83,565
UNFPA	UNFPA	UNFPA	RH ASSISTANT	ANKARA	35,602	34,957
UNFPA	UNFPA	UNFPA	ADMIN ASSOCIATE	ANKARA	65,150	64,135
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT PEER EDUC ToT	NATIONAL	15,000	15,000
UNFPA	UNFPA	UNFPA	SUPPORT TO PROGRAMME	NATIONAL	40,928	40,890
UNFPA	UNFPA	UNFPA	IEC MATERIALS	NATIONAL	4,749	4,659
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT TO PROG. MANAGEMENT	NATIONAL	20,800	19,904
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT CAPACITY BUILDING ACTIVITIES	NATIONAL	31,900	30,122
UNFPA	UNFPA	UNFPA	SUPPORTING NAT. YFHS	ANKARA	7,623	7,547
UNFPA	UNFPA	UNFPA	DEVELOPING MAT. HEALTH GUIDE	ANKARA	4,000	4,000
UNFPA	UNFPA	UNFPA	SCHOOL TEACHER EMPOWERMENT	ANKARA/KIRKLARELI	42,084	41,886
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT TO Y-PEER ACTIVITIES	NATIONAL	8,000	7,432
UNFPA	UNFPA	UNFPA	RH ANALYST	ANKARA	84,193	83,556
UNFPA	UNFPA	UNFPA	RH ASSISTANT	ANKARA	38,978	38,794
UNFPA	UNFPA	UNFPA	ADMIN ASSOCIATE	ANKARA	65,316	65,147
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT COST FOR IP	ISTANBUL	4,186	4,015
UNFPA		UNFPA	COMMUNITY VOLUNTEERS FOUNDATION			3,444
UNFPA	UNFPA	UNFPA	SUPPORT TO PROGRAMME	NATIONAL	12,100	
UNFPA	UNFPA	UNFPA	ADVOCACY&IEC MATERIALS	NATIONAL	13,700	
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT TO PROG. MANAGEMENT	NATIONAL	24,000	
ECZACIBASI	NGO	UNFPA	COMMUNITY VOLUNT CAPACITY BUILDING ACTIVITIES	NATIONAL	52,150	
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT CAPACITY BUILDING ACTIVITIES	NATIONAL	20,729	
UNFPA	UNFPA	UNFPA	CAPACITY BUILDING OF TEACHERS	NATIONAL	20,000	
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT TO Y-PEER ACTIVITIES	NATIONAL	2,000	
UNFPA	UNFPA	UNFPA	RESEARCH ON VULNERABLE POP.	NATIONAL	10,000	
UNFPA	UNFPA	UNFPA	TECHNICAL SUPPORT TO MoH	ANKARA	5,000	
UNFPA	UNFPA	UNFPA	M&E	NATIONAL	9,200	
ECZACIBASI	UNFPA	UNFPA	INDRECT COST FOR UNFPA	HQ	4,200	
UNFPA	UNFPA	UNFPA	FULL TIME NPO FOR RH	ANKARA	60,374	
UNFPA	UNFPA	UNFPA	FULL TIME SC FOR RH	ANKARA	29,439	
UNFPA	UNFPA	UNFPA	FULL TIME GS	ANKARA	12,500	
ECZACIBASI	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT COST FOR IP	ISTANBUL	3,650	
UNFPA	NGO	UNFPA	COMMUNITY VOLUNT SUPPORT COST FOR IP	ISTANBUL	3,271	
				TOTAL TUR5R51A	\$1,032,279	\$742,700
				TOTAL FOR REPRODUCTIVE HE	\$1,464,964	\$1,123,168

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Population and Development

Strategic Plan Outcome 1.3 Data on population dynamics, gender equality, young people, sexual and reproductive health and HIV/AIDS available, analysed and used at national and sub-national levels to develop and monitor policies and programme implementation AND 7: Improved data availability and analysis around population dynamics, SRH (including family planning), and gender equality

CPAP Output 1.1: Data on emerging population issues are analyzed and used at central and local levels

TUR5P31A (TUR5U704): Data on Emerging Population Issues

UNFPA	UNFPA	UNFPA	TECHNICAL GROUP MEETINGS	ANKARA, ISTANBUL	1,500.00	339.24	
UNFPA		UNFPA	PRINT&DISSEMINATE TUSIAD PUB	ANKARA, ISTANBUL	5,700.00	2,466.91	
UNFPA		UNFPA	CONSLT SEASONAL AGRIG MIG STUDY	SANLIURFA	17,100.00	20,397.55	
UNFPA		UNFPA	MONITOR & EVALUATE	SANLIURFA	2,000.00	2,020.10	
UNFPA		UNFPA	TECH MTG AGRIG MIGRANT STUDY	ANKARA	3,000.00	1,574.76	
UNFPA		UNFPA	UNFPA/NIDI RESOURCE FLOWS	ANKARA, ISTANBUL	2,700.00	2,589.98	
UNFPA		UNFPA	PROGRAMME SUPPORT	ANKARA	3,000.00	524.92	
UNFPA		UNFPA	UNFPA	TECHNICAL GROUP MEETINGS	ANKARA	1,330	1,329
UNFPA	UNFPA		PRINT&DISSEMINATE TUSIAD PUB	ANKARA, ISTANBUL	4,575	4,574	
UNFPA	UNFPA		CONSLT SEASONAL AGRIG MIG STUDY	SANLIURFA	6,055	6,055	
UNFPA	UNFPA		DISSEM AGR SEASONAL MIGR STUDY	ANKARA, SANLIURFA	6,560	6,560	
UNFPA	UNFPA		PD ANALYST	ANKARA	78,070	77,343	
UNFPA	UNFPA		COMMUNICATION OFFICER	ANKARA	71,330	70,828	
UNFPA	UNFPA		UNFPA	ICPD BEYOND 2014 AND POST 2015	ANKARA, ANTALYA, IZMIR, SANL	73,000	62,907
UNFPA			UNFPA	PROGRAMME SUPPORT	ANKARA	26,459	25,859
UNFPA		UNFPA	PD ANALYST	ANKARA	56,000	55,981	
UNFPA		UNFPA	COMMUNICATION OFFICER	ANKARA	75,000	72,979	
UNFPA	UNFPA	UNFPA	ICPD BEYOND 2014 AND POST 2015	ANKARA, ISTANBUL	21,000		
UNFPA		UNFPA	CONSLT STUD INVST WOMEN RH	ANKARA	1,000		
UNFPA		UNFPA	MONITOR & EVALUATE	ANKARA, ISTANBUL	1,000		
UNFPA		UNFPA	ADVOCATING POP ISSUES	ANKARA	10,000		
UNFPA		UNFPA	PROGRAMME SUPPORT	ANKARA	1,000		
UNFPA		UNFPA	CAPACITY DEVELOP ON POP&DEV	ANKARA	18,000		
UNFPA		UNFPA	PD ANALYST	ANKARA	57,902		
UNFPA		UNFPA	COMMUNICATION OFFICER	ANKARA	77,060		
				TOTAL TUR5P31A	\$620,341	\$414,328	

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Humanitarian
Strategic Plan Outcome 2. Increased access to and utilization of quality maternal and newborn health services
? Output 1: Effective Humanitarian RH and GBV Response for Syrian Refugees in Turkey
TUR5U203: Humanitarian Programme

2011 no activity						
2012 no activity						
Bureau of Population	UNFPA	PLANNING AND COORDINATION	ANKARA, GAZIANTEP, AMMAN	21,060	19,299	
Bureau of Population	UNFPA	CAPACITY BUILDING ON MISP	ANKARA, URFA	77,200	43,737	
Bureau of Population	UNFPA	CAPACITY BUILDING ON GBV	GAZIANTEP, ANKARA	83,004	76,540	
HQ Emergency Fund	UNFPA	HYGIENE KITS	GAZIANTEP	200,000	199,997	
Bureau of Population	UNFPA	MONITORING AND EVALUATION	GAZIANTEP, URFA, ANKARA	9,084	7,298	
Bureau of Population	UNFPA	SUPPORT TO PROG IMPLEMENTATION	NATIONAL	16,315	9,469	
Bureau of Population	UNFPA	PROCUREMENT OF AMBULANCE	ANKARA	140,000	143,139	
Bureau of Population	UNFPA	HYGIENE KITS-TYPE 2	URFA, ANTEP, MALATYA, OSMANIYE, KILIS, MARDIN, MARAS, ADIYAMAN, ADANA, HATAY	418,000	369,122	
Bureau of Population	UNFPA	ICFORUNFPA	HQ	0	50,831	
Bureau of Population	UNFPA	OVERHEAD	HQ	61,921	0	
HQ Emergency Fund	UNFPA	HUMANITARIAN COORDINATOR	ANKARA	65,000	59,121	
HQ Emergency Fund	UNFPA	LOGISTICS ASSISTANT	ANKARA	45,000	39,626	
Bureau of Population	UNFPA	GBV CONSULTANT	ANKARA	36,000	35,717	
Bureau of Population	UNFPA	INTERPRETER/RESEARCH ASSISTANT	ANKARA	22,000	21,843	
Bureau of Population	UNFPA	UNFPA	PLANNING AND COORDINATION	NATIONAL	20,200	
Bureau of Population	UNFPA	UNFPA	CAPACITY BUILDING ON MISP	GAZIANTEP, HATAY, URFA, ISTA	85,400	
Bureau of Population	UNFPA	UNFPA	MONITORING AND EVALUATION	ANKARA	2,400	
Bureau of Population	UNFPA	UNFPA	SUPPORT TO PROG IMPLEMENTATION	ANKARA	8,992	
Bureau of Population	UNFPA	UNFPA	CAPACITY BUILDING-GBV IN CAMP	GAZIANTEP	15,900	
Bureau of Population	UNFPA	UNFPA	CB-GBV FOR SERVICE PROVIDERS	ANKARA	16,900	
Bureau of Population	UNFPA	UNFPA	CAPACITY BUILDING FOR NGOS	GAZIANTEP	22,200	
Bureau of Population	UNFPA	UNFPA	GBV TOT-REPLICATION OF PILOT	ANKARA	22,200	
Bureau of Population	UNFPA	UNFPA	CB-GBV+ MISP FOR NEW SOCIAL EXP	HUMANITARIAN REGION	127,000	
Bureau of Population	UNFPA	UNFPA	CB-GBV+ MISP FOR INTERPRETERS	HUMANITARIAN REGION	11,200	
Bureau of Population	UNFPA	UNFPA	OVERHEAD	HQ	27,187	
Bureau of Population	UNFPA	UNFPA	GBV CONSULTANT	ANKARA	36,000	
Bureau of Population	UNFPA	UNFPA	INTERPRETER/RESEARCH ASSISTANT	ANKARA	20,000	
			TOTAL TUR5U203	\$1,610,163	\$1,075,739	

Strategic Plan Outcome
CPAP Output
RAB6U207 (budget managed by ASRO)

2011 no activity						
2012 no activity						
Kuwait Fund	UNFPA	UNFPA	Syria Regional Response TUR40	NATIONAL	567,599	518,246
Kuwait Fund		UNFPA	Indirect Cost for UNFPA	HQ	39,732	36,277
Kuwait Fund	UNFPA	UNFPA	Syria Regional Response TUR40	NATIONAL	410,736	
Kuwait Fund		UNFPA	Indirect Cost for UNFPA	HQ	57,101	
			TOTAL RAB6U207		\$1,075,168	\$554,523

TERMS OF REFERENCE – TURKEY INDEPENDENT CPE (2014)

Management							
TUR5A11A							
UNFPA	UNFPA	UNFPA	TRAVEL & JOINT UN ACTIVITIES		27,000.00	20,026.35	
UNFPA		UNFPA	CONFERENCE CONGRESS ETC		10,000.00	6,940.24	
UNFPA		UNFPA	SHORT TERM CONSULTANTS		50,000.00	20,575.66	
UNFPA		UNFPA	SUPPLIES & MAINTENANCE		10,000.00	15,459.09	
UNFPA		UNFPA	STAFF RETREAT & OTHER EVENTS		1,500.00	19,991.88	
UNFPA		UNFPA	NON-STAFF TRAINING EVENTS		1,500.00	11,884.23	
UNFPA		UNFPA	UNFPA	TRAVEL & JOINT UN ACTIVITIES		48,800	48,718
UNFPA	UNFPA		CONFERENCE CONGRESS ETC		3,100	3,062	
UNFPA	UNFPA		SHORT TERM CONSULTANTS		2,500	2,462	
UNFPA	UNFPA		SUPPLIES & MAINTENANCE		42,100	41,445	
HQ Emergency Fund	UNFPA		NATIONAL CONSULTANT	ANKARA	18,000	18,000	
HQ Emergency Fund	UNFPA		LOGISTIC ASSISTANT	ANKARA	10,000	10,000	
HQ Emergency Fund	UNFPA		TECHNICAL ASSISTANT FROM HQ	ANKARA	8,600	2,551	
HQ Emergency Fund	UNFPA		FIELD VISITS AND MEETINGS	GAZIANTEP	24,000	19,215	
HQ Emergency Fund	UNFPA		DIGNITY KITS	ANKARA	366,000	366,039	
HQ Emergency Fund	UNFPA		OPERATIONAL COST	ANKARA	19,000	1,844	
HQ Emergency Fund	UNFPA		CONDUCTING MISP TRAINING	ANKARA	23,000	15,694	
UNFPA			UNFPA	TRAVEL & JOINT UN ACTIVITIES		42,000	41,983
UNFPA			UNFPA	CONFERENCE CONGRESS ETC		20,679	18,743
UNFPA			UNFPA	SHORT TERM CONSULTANTS		1,390	1,390
UNFPA		UNFPA	SUPPLIES & MAINTENANCE		16,531	17,907	
UNFPA		UNFPA	STAFF RETREAT & OTHER EVENTS		19,400	19,012	
UNFPA	UNFPA	UNFPA	TRAVEL & JOINT UN ACTIVITIES		20,000		
UNFPA		UNFPA	CONFERENCE CONGRESS ETC		10,000		
UNFPA		UNFPA	SHORT TERM CONSULTANTS		15,000		
UNFPA		UNFPA	SUPPLIES & MAINTENANCE		29,202		
UNFPA		UNFPA	STAFF RETREAT & OTHER EVENTS		20,000		
TOTAL TUR5A11A					\$859,302	\$722,941	

TUR5A21A							
UNFPA	UNFPA	UNFPA	ADMIN_PROCUREMENT ASSOCIATE	Ankara	68,000.00	63,825.00	
UNFPA		UNFPA	COMM_MEDIA REL ADVISOR	Ankara	48,000.00	56,619.19	
UNFPA		UNFPA	GENDER PROG ASSISTANT	Ankara	36,000.00	35,358.68	
UNFPA		UNFPA	GENDER PROG ANALYST	Ankara	90,000.00	93,204.53	
UNFPA		UNFPA	PD PROGRAMME ANALYST	Ankara	53,000.00	43,931.63	
Norway MoFA		UNFPA	PD PROGRAMME ANALYST	Ankara	13,000.00	7,267.14	
UNFPA		UNFPA	RH PROGRAMME ASSISTANT	Ankara	38,000.00	28,391.47	
UNFPA		UNFPA	RH PROGRAMME ANALYST	Ankara	83,000.00	80,462.80	
UNFPA		UNFPA	5CP PREPARATORY ACTIONS	Ankara	100,400.00	20,065.15	
HQ Emergency Fund		UNFPA	EMERGENCY FUND FOR VAN	Van	24,490.00	300.29	
UNFPA		UNFPA	EMERGENCY FUND FOR VAN	Van	-93,094.00	0.00	
Norway MoFA		UNFPA	ICFORUNFPA	Ankara	0.00	508.70	
2012 no activity							
2013 no activities							
2014 no activities							
TOTAL TUR5A21A					\$460,796	\$429,935	

ANNEXE IV : Evaluation quality assessment grid (EQA)

Origin and Purpose of the EQA

The introduction, as of May 2011, of the Evaluation Quality Assessment grid (EQA) was driven by the willingness to come on par with similar best practices enforced by our sister agencies and other international organizations and bilateral donors.

The main purpose of the EQA is to ensure that evaluation reports comply with professional standards while meeting the information needs of their intended users.

Use of the tool

The EQA grid should be filled twice by the evaluation manager, at the last two stages of the evaluation process.

The first time corresponds to the assessment of the draft final evaluation report. The grid is mainly directed to the evaluation team, with a view to pointing out areas of improvement for the final version of the report.

The second assessment concerns the final report and consists in expressing a final quality judgment on the evaluation report. This final EQA grid is the one that will be sent to Headquarters (HQ) management, along with the evaluation final report, to be published in the database of the Evaluation Branch at DOS. The audience targeted is HQ management but also the general public, as the grid is made available on the Internet. Internally (at UNFPA), the assessment of the strengths and weaknesses of the evaluation report gives an indication of the relative reliability of its results and determines the extent to which the report (or elements of it) can be used to feed lessons learned into future programming.

From an external perspective, publishing the final EQA grid together with the evaluation report contributes to the transparency and credibility of UNFPA when reporting on its performance.

The Quality Assessment criteria

1. Structure and Clarity of Reporting

Does the report clearly describe the evaluation, how it was conducted, the findings of the evaluation, and their analysis and subsequent recommendations?

Is the structure *logical*? Is the report *comprehensive*?

Can the information provided be *easily understood*?

2. Executive Summary

Does it read as a stand-alone section, and is a *useful* resource in its own right?

Is it brief yet *sufficiently detailed*, presenting the main results of the evaluation, and including *key elements* such as methodology and conclusions and recommendations?

3. Design and Methodology

Is the *methodology* used for the evaluation clearly described and is the rationale for the methodological choice justified?

Have cross-cutting issues (vulnerable groups, youth and gender equality) been paid specific attention (when relevant) in the design of the evaluation?

Are key processes (tools used, triangulation, consultation with stakeholders) discussed in sufficient detail? Are *constraints* and *limitations* made explicit (including limitations applying to interpretations and extrapolations; robustness of data sources, etc.) and discussed?

4. Reliability of Data

Are *sources* of data clearly stated for both primary and secondary data?

Is it clear why case studies were selected and what purpose they serve?

Are all relevant materials related to case studies, interviews (list of interviewees, questionnaires) etc. annexed to the report?

Are the limitations, and methods to address them, discussed?

What other *data gaps* are there and how have these been addressed?

5. Findings and Analysis

Findings

Is there a *clear pathway* from data to findings, so that all findings are *evidence-based*?

Are *biases* stated and discussed?

Are *unintended* findings reported and discussed?

Analysis

Are *interpretations* of the findings understandable? Are *assumptions* clearly stated and extrapolations well explained?

Are their *limitations* (or drawbacks) discussed?

Does the analysis respond to all evaluation questions?

If not, are *omissions* (of both evaluation criteria and questions) recognized and explained?

Has the analysis examined *cause and effect* links between an intervention and its end results?

Are *contextual factors* identified and their influence discussed?

6. Conclusions

Are the conclusions organized in priority order?

Do the conclusions amount to a reasonable *judgment* of the findings and are their links to evidence made clear?

Are there any limitations and are these made clear?

Do they present an *unbiased* judgment by the evaluators of the intervention or have they been influenced by preconceptions or assumptions that have not been discussed?

7. Recommendations

Is there a *logical flow* from the conclusions to recommendations?

Are they strategic and clearly presented in a priority order which is consistent with the *prioritization* of conclusions? Are they *useful* – sufficiently detailed, targeted and likely to be implemented and lead to *further action*?

How have the recommendations *incorporated* stakeholders' views and has this affected their *impartiality*?

8. Meeting Needs

Does the report adequately address the information needs and responds to the *requirements stated in the ToRs*?

In particular does the report respond to the evaluation questions, issues or criteria identified in ToR?

ANNEXE IV : Ethical Code of Conduct for UNEG/UNFPA Evaluations

Evaluations of UNFPA-supported activities need to be independent, impartial and rigorous. Each evaluation should clearly contribute to learning and accountability. Hence evaluators must have personal and professional integrity and be guided by propriety in the conduct of their business

Evaluation Team /Evaluators:

1. To avoid **conflict of interest** and undue pressure, evaluators need to be **independent**, implying that members of an evaluation team must not have been directly responsible for the policy/programming-setting, design, or overall management of the subject of evaluation, nor expect to be in the near future.

Evaluators must have no vested interest and have the full freedom to conduct impartially their evaluative work, without potential negative effects on their career development. They must be able to express their opinion in a free manner.

2. Should protect the anonymity and **confidentiality of individual informants**. They should provide maximum notice, minimize demands on time, and: respect people's right not to engage. Evaluators must respect people's right to provide information in confidence, and must ensure that sensitive information cannot be traced to its source. Evaluators are **not expected to evaluate individuals**, and must balance an evaluation of management functions with this general principle.
3. Evaluations sometimes uncover evidence of wrongdoing. Such cases must be reported discreetly to the appropriate investigative body.
4. Should be **sensitive to beliefs, manners and customs** and act with integrity and honesty in their relations with all stakeholders. In line with the UN Universal Declaration of Human Rights, evaluators must be sensitive to and **address issues of discrimination and gender equality**. They should avoid offending the dignity and self-respect of those persons with whom they come in contact in the course of the evaluation. Knowing that evaluation might negatively affect the interests of some stakeholders, evaluators should conduct the evaluation and communicate its purpose and results in a way that clearly respects the stakeholders' dignity and self-worth.

5. They are responsible for the clear, accurate and fair written and/or oral presentation of study limitations, evidence based findings, conclusions and recommendations.

For details on the ethics and independence in evaluation, please see UNEG Ethical Guidelines and Norms for Evaluation in the UN System

<http://www.unevaluation.org/search/index.jsp?q=UNEG+Ethical+Guidelines>

http://www.unevaluation.org/papersandpubs/documentdetail.jsp?doc_id=21