

Integrated Framework

Aide Memoire September 23, 2005

On September 13, 2005 the Integrated Framework National Validation Workshop was held in Kigali, Rwanda

Following the workshop discussions took place on the follow-up steps and implementation process between the Secretary-General of the Ministry of Commerce, Industry, Investment Promotion, Tourism and Cooperatives (SG-MINICOM) and staff of the national IF Secretariat and the World Bank team, the IF Donor Facilitator (DFID) and a representative from UNCTAD.

Agreement was reached on the following next steps:

- Preparation report National Validation Workshop.

Action: National IF Secretariat.
Timing: End September 2005.
- Preparation of final version of Action Matrix and DTIS, based on the outcome of the workshop.

Action: DTIS team in consultation with SG-MINICOM.
Timing: End September 2005.
- Approval of final version of DTIS and Action Matrix by National Steering Committee.

Action: SG-MINICOM.
Timing: Mid October 2005.
- Cabinet approval of final version of DTIS and Action Matrix.

Action: SG- MINICOM
Timing: End October 2005
- Implementation of the DTIS recommendations will require a strong implementation structure. This structure already exists and was effective in the development of the DTIS report. It will be led by MINICOM in conjunction with the Integrated Framework National Steering Committee, supported by the IF Secretariat. The Steering Committee includes active members from each of the relevant Government Ministries and Institutions, as well as Private Sector

representatives and Academia. The capacity of the IF Secretariat, based at MINICOM, will be ensured through an initial tranche of Window II funds.

The IF Steering Committee and the Secretariat will undertake the following activities relating to implementation:

- Further refinement of implementation plan
- Priority setting, sequencing and timing of these priorities, identification of funding gaps
- “Translation” of these gaps into concrete activities and their costing
- Consultations with donors to identify which donor(s) would be prepared to support identified activities
- Consultation and lobbying of other Government Ministries and Institutions to take forward related policy decisions and actions
- Selection of execution modality for these activities
- Implementation meetings between the government stakeholders and donors will be organized as stocktaking exercises and to identify the next steps in the implementation process.

Action: SG-MINICOM, IF Secretariat in consultation with IF Steering Committee
Timing: September – November 2005.

- Explore possibilities for including the discussions on the IF during the Development Partners’ Meeting on December 1 – 2, 2005.

Action: SG-MINICOM.
Timing: September 2005.

- Formulation of Window II project proposals based on identification of top priorities in the Action Matrix. The maximum allocation is US\$ 1 million. Projects have to be approved by the Local Project Appraisal Committee (LPAC). Membership of the LPAC will include as a minimum MINICOM, the Ministry of Finance and Economic Planning, the IF donor facilitator (DFID), UNDP Resident Representative or delegate, the World Bank Country Manager or delegate and the private sector. MINICOM will chair the LPAC meeting on all projects for which it will not be the direct beneficiary.
Project proposals should be submitted to UNDP HQ within one year of Cabinet approval of the DTIS and Action Matrix.
Close coordination with UNDP Country Office is required. Initial project selection could take place in National Steering Committee, to be followed by LPAC approval. Specific procedures and project guidelines have been developed by UNDP.

Overall coordination: SG-MINICOM.
Timing: Approval Window II proposals by LPAC: February 1, 2006

- Setting up a system to monitor the implementation process. Perhaps through a yearly commercial sector review. Bi-annually the WTO/IF secretariat forwards monitoring questionnaires to national IF focal points. There is also a strong imperative to monitor the impact of these activities and this will be achieved through the PRSP review processes.

Action: IF Secretariat

Timing: October 2005 onwards

- Incorporation of trade issues and main elements of action matrix in next PRSP and the national budget for 2007.

Action: SG-MINICOM in cooperation with PRSP focal point and ministry of Finance and Economic Planning.

Timing: Throughout 2006 until completion of PRSP and national budget.

Kigali, September 23, 2005