

Country Partnership Strategy Midterm Progress Review

Applicable Document Types:

- Draft Country Partnership Strategy (CPS) Midterm Review
- Final CPS Midterm Review

PCP Disclosure Requirements:

1. The draft CPS midterm progress review is disseminated to in-country stakeholders during the country programming mission to facilitate required consultation. The document may also be posted on the web if that is a preferred dissemination mechanism and the government consents to it.
2. The final CPS midterm progress review is posted on ADB's website no later than 14 calendar days either i) after the document is circulated to the Board for information if no change of strategy is required or ii) after endorsement by ADB's Board of Directors on a no-objection basis. Chair's summaries of Board discussions on strategies and programs are also posted on the website.

Guide to Staff:

Draft CPS Review

1. A CPS midterm progress review is normally conducted in the third year of the usual CPS's 5-year cycle. It focuses on the continued rationale and validity of the strategy, progress in achieving CPS outcomes, consistency of sector and/or thematic road maps with the strategy, and if required, provide for the midcourse adjustment.
2. The draft CPS review is made available to in-country stakeholders during the country programming mission. The draft need not be posted on the web, but if it is considered the best means of dissemination, the country team leader should ensure the government's consent before posting on the web.
3. Access the Board Documents and References in the eBoard and use the appropriate document template for CPS midterm review.
4. Indicate the document stage "Draft for consultation" on the cover and provide the required information in the disclaimer.
5. Enter the Disclosure Management System (DMS) to submit the draft CPS midterm progress review for posting on the web or for internal storage. Indicate also the inclusive dates of disclosure to in-country stakeholders.

Note:

6. If translation of the draft CPS midterm progress review is necessary in order to consult with those who cannot read English, staff can request budgetary support from DER by sending an e-mail to the InfoUnit at disclosure@adb.org with a cost estimate for the translation.

Final CPS Review

7. When the CPS midterm progress review is being finalized, remove the document stage and disclaimer on the cover.
8. Once the document is finalized, edited, and ready to be submitted to the Board, the Director General of the regional department will send a memo to OSEC requesting the document's circulation. Include copies of the signed memo from the President approving circulation, the draft Board circulation memo (get templates here), and final document. If information will be

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removed from the document, the draft circulation memo should include one of the disclaimers in step 11 below. Also, submit a printing request form to OAS printing unit, together with the final document, and copy of approval to circulate.

9. Enter the Disclosure Management System (DMS), and submit the final CPS review (in both pdf and Word format) to circulate the document to the Board. Select one of the scenarios for Board circulation:
 - “Send to BDS for Circulation to the Board for Information” and indicate the Date of President’s Approval
 - “Send to BDS for Circulation to the Board on a No-Objection Basis” and indicate the Date of Board Endorsement
10. If the final CPS review is submitted to the Board for information, the document will be sent to the web queue once OSEC approves its circulation. If the document is submitted to the Board for endorsement on a no-objection basis, an email will be sent to the country team leader on the afternoon of the Board endorsement date to verify the version of the final CPS review that will be posted on the web.

Procedure for Removing Confidential Information:

11. If certain information must be removed from the final CPS midterm progress review, in accordance with PCP paragraph 126, include one of the following disclaimers on the draft circulation memo to the Board:
 - a. “This document has a restricted distribution until it has been endorsed by the Board of Directors. Following such endorsement, the document will be available to the public. However, paragraphs xx-xx will be removed prior to public disclosure, in accordance with paragraph 126 of ADB’s Public Communications Policy.”
 - b. “This document has a restricted distribution until it has been endorsed by the Board of Directors. Following such endorsement, the document will be available to the public. The document will be further reviewed before being disclosed to the public and any exception that meets paragraph 126 of ADB’s Public Communications Policy will be removed prior to public disclosure.”
12. For the final CPS midterm progress review with information removed, staff should remove the information from the e-file during the 21-day circulation period. Remove only the confidential text, not the headings. In place of the confidential text, insert the following, in brackets: “This information was deemed confidential according to exception # [cite number] of ADB’s Public Communications Policy.” Submit the redacted and public version of the document in the DMS immediately following Board endorsement.

Note:

13. In countries where English is not widely used and the translation of the final CPS midterm progress review is necessary, the relevant resident mission must translate these into a widely understood language within 90 calendar days of its circulation to the Board if the document was submitted for information or upon endorsement if the document was submitted to the Board on a no-objection basis, and post the translated version on the web. Submit the translated document in DMS for posting on the web. Staff can request budgetary support from DER by sending an e-mail to the InfoUnit at disclosure@adb.org with a cost estimate for the translation.
14. Refer also to the Country Partnership Strategy Operations Manual.

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