

**IMPLEMENTATION OF DISCLOSURE PROVISIONS OF ADB'S PUBLIC
COMMUNICATIONS POLICY PERTAINING TO CHAIR SUMMARIES AND MINUTES
OF BOARD OF DIRECTORS' DISCUSSIONS, AND
OPERATIONS EVALUATION REPORTS**

I. INTRODUCTION

1. On 22 April 2005, ADB's Board of Directors approved the public communications policy¹ (the Policy), to take effect on 1 September 2005. The Policy calls for a 1 September effective date to allow time for staff training and systems development, and in order not to place undue constraints on staff from operations departments who are finalizing new projects and programs this year.
2. While recognizing the practical reasons for delaying implementation of the Policy, it is prudent for ADB to begin implementing the agreed-upon provisions of the Policy as soon as possible. Certain provisions can be easily implemented earlier than the effective date. These include: (i) chair summaries for each Board discussion on country and regional strategies and programs and for each policy and strategy discussed by the Board at a formal Board meeting;² (ii) minutes of the Board of Directors' regular meetings;³ and (iii) the revised timing for the disclosure of reports produced by the Operations Evaluation Department (OED).⁴ It is proposed that the Board authorize the implementation of these rules starting 15 July.
3. Chair summaries will be prepared in the same manner and level of detail as they are currently being developed for Board discussions on CSPs. The length of the document will normally be limited to one page, and major points of discussion will be noted. The relevant department will prepare the draft for the President's approval. The draft will then be circulated to the Board for its comment and/or suggested edits within 1 business day. The Chair of the Board will then approve the final version to be posted on ADB's web site.
4. Consistent with the above, ADB would also begin making publicly available the minutes of the Board of Directors' regular meetings, as called for in the Policy. Such minutes would be posted on ADB's web site following approval by the Board of the minutes, and in their usual form and level of detail.
5. Section 9 of ADB's Rules of Procedure of the Board of Directors provides that the proceedings of the Board are confidential and shall not be published except when the Board decides to authorize the President to arrange for suitable publicity. In accordance with the aforementioned provision, the approval of the Board is sought to make chair summaries as mentioned above and minutes of Board meetings available to the public starting 15 July.

¹ 2005. ADB. The Public Communications Policy of the Asian Development Bank: Disclosure and Exchange of Information. (R101-05) Manila.

² See paragraphs 65 and 67 of the public communications policy.

³ See paragraph 113 of the public communications policy.

⁴ See paragraphs 96-98 of the public communications policy.

6. The Board paper on OED independence⁵ (paragraph 24) stipulates the disclosure requirement of OED reports. The Board agreed in the Policy to revised disclosure requirements for OED reports. Since only the timing of disclosure has been changed, and OED procedures are already in place to implement the Policy's rules, it is proposed that the Policy's rules regarding the disclosure of OED reports be implemented starting 15 July. At its meeting on 9 June 2005, the DEC endorsed this recommendation.

II. RECOMMENDATION

7. It is recommended that the specific disclosure requirements regarding chair summaries, Board minutes, and operations evaluation reports as stated in paragraphs 65, 67, 96, 97, 98, and 113 of the public communications policy, be given effect 15 July 2005.

⁵ 2003. ADB. Enhancing the Independence and Effectiveness of the Operations Evaluation Department. (R263-03) Manila.