

# **OPERATIONS MANUAL**

## Foreword

I am pleased to welcome the publication of the reformatted, updated ADB's Operations Manual for everyday use by Management and staff. As part of our efforts to make ADB a better organization and a more effective development partner, a comprehensive review and updating of all sections of the Operations Manual was conducted in order to strengthen the effectiveness, accountability, transparency and efficiency of our operations. It is my conviction that for an effective implementation of ADB's policies and procedures and enhancement of quality of our operations, details of policies and procedures must be articulated and shared inside and outside the institution. As these policies and procedures are reviewed from time to time, the Operations Manual must be kept updated accordingly to reflect the latest developments in these policies and procedures. These efforts will demand greater and clearer accountability by ADB.

Tadao Chino  
President  
Asian Development Bank

Manila  
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