

## Review of the OPII Management & Coordination Arrangements

### *Annex V: Summary of Recommendations*

#### *Provincial Programme Teams (PPTs)*

1. PPTs should meet at least once per month as stipulated in the body's Terms of Reference;
2. Minutes, agendas, action point tables and attendance sheets must be prepared for every meeting and shall be achieved in the One UN Portal together with any other relevant documentation.
3. Proper follow—up mechanism must be prepared.
4. PPTs should establish a stronger work relationships with Provincial Steering Committees (PSC), in particular in the time when PSC sessions are being prepared.

#### *Provincial Steering Committees (PSCs)*

1. Provincial Steering Committees (PSCs) of Balochistan, KPK, Sindh and Punjab should convene on a regular basis every six month. The UN should communicate to the provincial governments that more frequent meeting cycles are not conducive;
2. PSCs of Gilgit Baltistan and Pakistan Administered Kashmir should convene on a yearly basis only in light of their limited project portfolio. The Terms of Reference should be amended accordingly;
3. PSCs of KPK and FATA should always convene in joint sessions; The PSC of ICT should be abolished;
4. Annual work plans should be prepared and discussed for every administrative area;
5. The Economic Affairs Division of the Federal Government of Pakistan should be strongly encouraged to participate in every PSC session.
6. Government-led thematic/technical working groups should be established where required and should meet regularly.
7. There should be a more continuous dialogue between the Government and the UN via the One UN platform.

#### *Strategic Priority Area Working Groups (SPA WGs)*

1. SPA WGs should convene more frequently and more regularly. All meetings must be well documented in accordance with the standard UN inter-agency meeting protocols and be chaired by the head of the convening agency.
2. SPA WG meetings must be better attended by the staff of participating agencies. The issue of frequent staff turnover should be addressed to ensure that the right persons attend the meetings over a larger period of time.
3. MRRCs for every SPA WG should convene regularly and must be well documented.

4. UN Agencies must better utilize the SPA WGs for more vigorous and concerted efforts in promoting joint and coordinated resources mobilization.
5. If there is a change in the convenorship, a handover note must be prepared.
6. All documentation should be uploaded into the One UN Portal. A culture of information sharing should be created.

### *Provincial and Country Office Coordination*

1. Sub-national offices need to establish a culture of collaboration breaking their silos and transforming the UN system in knowledge sharing networks.
2. Staff must be more actively engaged in inter-agency coordination meetings, which must be convened on a regular basis (in particular Provincial Programme Teams and Provincial Steering Committees).
3. The One UN Programme II (OPII) needs to be further mainstreamed among the staff working in the sub-office. The OPII Operations plan also needs to be better communicated.
4. Sub-office staff need to be trained in using the joint (One UN) information management systems.