Dear Mr. Speth,

Subject: Common country assessment (CCA) and United Nations Development Assistance Framework (UNDAF)

I am particularly pleased to inform you that the new CCA and UNDAF guidelines prepared by the United Nations Development Group (UNDG) in full consultation with the Consultative Committee on Programme and Operational Questions (CCPOQ) have been transmitted to all members of CCPOQ. All its members were invited to provide comments at various stages of the drafting process and the final texts reflect a broad consensus.

They represent a response to the Secretary-General’s reform proposal for enhanced collaboration and coherence at the country level. They were developed on the basis of the experience acquired during the UNDAF pilot exercises and the results of the preliminary assessment of that pilot phase, which the United Nations system collectively undertook. The guidelines also take fully into account the relevant provisions of General Assembly resolution 53/192 on the triennial comprehensive policy review.

The CCPOQ and its Working Group on the Resident Coordinator System have been actively engaged in both the process of assessing the pilot experience and providing inputs to the UNDG into the drafting of the guidelines.

/ . . .

Mr. Gustave Speth
Administrator
UNDP
1 United Nations Plaza
New York

New York
The importance of ensuring collaboration and support of the entire system in the implementation of the CCA and UNDAF processes at all levels and locations, particularly at the country level, was recognized by CCPOQ at its Fourteenth session (Geneva, March 1999), as underscored by the attached Guidance Note adopted on behalf of ACC reiterating the principles established last December by the General Assembly with its resolution 53/192. ACC itself adopted, at its First regular session of 1999, a statement on the implementation of this resolution which states, inter alia, that particular attention will be paid to the full and effective participation of all members in the preparation of the CCA and UNDAF (see para. 4 of the attached statement).

As you know, the guidelines have been distributed by the Heads of the Members of the Executive Committee of the UNDG (UNDP, UNFPA, UNICEF and WFP) to their staff and transmitted by you, in your capacity as Chair of the UNDG, to the Resident Coordinators.

Your sincerely,

Nitin Desai
Chairman of CCPOQ
Dear

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Addressed to Executive Heads of UNDG Members
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Addressed to all other Executive Heads
The guidelines have been distributed by the Heads of the Members of the Executive Committee of the UNDG (UNDP, UNFPA, UNICEF and WFP) to their staff (copy attached) and transmitted by Mr. Speth, in his capacity as Chair of the UNDG, to the Resident Coordinators (copy attached).

To ensure that all of the staff concerned of the United Nations system organizations are involved in the activities required by CCA and UNDAF, I would be grateful if you could arrange for the distribution of the attached material to your field representatives and colleagues at headquarters and other locations involved with field activities, with any additional guidance which you may wish to give to ensure your organization’s effective participation.

Your sincerely,

Nitin Desai
Chairman of CCPOQ