

DIRECTOR, INDEPENDENT EVALUATION OFFICE (IEO)
Terms of Reference

Duties and Responsibilities

1. The Director will be responsible for establishing and carrying out the work program of the Independent Evaluation Office (IEO). The duties and responsibilities of the Director shall be performed consistently with the Terms of Reference of the IEO. The plans for and prioritization of the work program will be prepared in consultation with members of the Executive Board and Management. The Director will present an annual work program to the Executive Board for review no less than sixty days in advance of the beginning of each fiscal year. The Director will provide support for the conduct of evaluations that are initiated by the Executive Board and will adjust or revise the work program of the IEO to accommodate such evaluations. Amendments to the work program will be presented to the Executive Board for review.

2. The Director will be responsible for the management of the budget of the IEO and has the authority to commit resources from IEO's budget. The budget for the IEO will be prepared and monitored in a manner that is consistent with the way that the Fund's Administrative Budget is prepared and monitored. The budget will be submitted within the time required so that it can be incorporated in and approved by the Executive Board along with the Fund's Administrative Budget.

3. The Director will be responsible for the management of the personnel of the IEO, in consultation with the Human Resources Department (HRD). The Director will organize and supervise the personnel and determine individual responsibilities.

(A) The Director will select the persons to fill noncontractual positions and will inform the Executive Board at least two weeks in advance of any action to appoint, promote or dismiss IEO employees at the equivalent of Grade B1 or above. The Director will approve IEO employees' term of service; establish performance plans; conduct performance assessments; approve classifications of positions and decide upon salary adjustments within the Fund's structure of staff grades and salaries; approve changes in titles or levels; and approve training for IEO employees. In these matters, the same rules and procedures applicable to staff members will be applied by the Director to the IEO employees. In the event that the special status of the IEO makes it necessary to alter these rules and procedures, the Director, IEO, after consultation with the Director, HRD, and the Executive Board, may adapt these rules and procedures to the same extent as may be authorized by the Managing Director with respect to staff. In particular, appointments and promotions of IEO employees do not require approval by Fund staff or review by the Review Committee or the Senior Review Committee. The Director, IEO will inform the Executive Board and the Director, HRD of such adaptations of the rules and procedures. The Director will, subject to the paramount importance of securing the highest standards of efficiency and technical competence, pay due regard to the importance of diversity, particularly international

diversity, in recruiting IEO personnel. The Director will sign the initial appointment letters of employees for terms of up to four years, and he or she may approve extensions of those appointments and may decide to terminate such appointments. The actions referred to in this paragraph shall be carried out in accordance with the provisions of individuals' terms of appointment and consistent with the attached "Terms and Conditions of Appointment of Non-contractual Employees of the Independent Evaluation Office (IEO)". The Director will comply with the dispute resolution provisions of IEO employees' terms of appointment.

(B) For contractual services, the Director may execute agreements as he or she considers appropriate for the conduct of the functions of the IEO on terms and conditions that are consistent with the policies and procedures applicable to employment or procurement contracts of the Fund.

4. The Director will comply with financial control policies, regulations, and procedures that apply in the Fund.

5. The Director will submit an annual report to the Executive Board of the IEO's activities which will contain an overview of its activities and of the evaluations conducted. In addition, the Director will provide the Executive Board with reports of the IEO's activities on a regular periodic basis and upon request.

6. The Director will adopt, in consultation with Executive Board, standard rules for the publication of evaluation reports and other documents produced by the IEO.

7. The Director, in consultation with the Executive Board, will identify the criteria that will be used in evaluations conducted by the IEO.

Accountability

8. In the conduct of the activities of the IEO, the Director will take into account the Executive Board's reactions to its reports and assessments of the performance of the IEO. The Director and personnel of the IEO will cooperate with the conduct of assessments of IEO's effectiveness that are undertaken by the Executive Board.

Independent Judgment

9. Actions taken by the Director will be taken on the basis of his or her independent judgment.

Relationship with Executive Directors

10. The Director may consult with Executive Directors in groups or individually on matters relating to the activities of the IEO. Information provided to any Executive Director will be made available to other Executive Directors. The Director will ensure that IEO personnel honor these guidelines.

11. The Director, and IEO personnel, will respect the confidentiality of information or views provided on a confidential basis by any Executive Director; such information or views may be taken into consideration, but the identity of the source will not be disclosed.

Relationship with Fund Management and Staff

12. The Director may consult with and shall have the right to obtain information from members of Management and staff to carry out the work program of the IEO, except to the extent that the information requested is subject to the attorney-client privilege. The Director will respect the confidentiality of views expressed in confidence by Management or staff; if such views are included in any reports or other documents, the identity of the source will not be disclosed. Information obtained from Management or staff that was provided by officials of a member (or other source) on a confidential basis will not be disclosed by the Director or IEO personnel without the consent of the member (or other source). When the source of the information obtained from Management or staff is an official of a member of the Fund, such official, or another official representing the member, will be notified of the information obtained and will be given an opportunity to comment upon the matter.

Relationship with External Persons and Organizations

13. The Director will consult with and provide information to external persons, organizations, and the public about the IEO's activities and the findings and conclusions reached in its evaluations, in so far that disclosures are consistent with the obligations regarding confidentiality and the Terms of Reference of the IEO.