

<p>Final Conclusions Financial Mechanism Committee 2009-14 11th meeting 12 April 2011</p>
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1. Meeting agenda

The meeting agenda was adopted with the following amendment:
The Framework Agreement between the Council of Europe and FMO and a memo on disbursing Donor Programme Partner costs in local currencies or euro were added to agenda item 3 MoU Update for discussion. The Equality Pays workshop report was added to agenda item 9 Other issues for information.

2. Draft minutes and conclusions of the previous FMC meeting

The draft minutes and conclusions from the previous FMC meeting were adopted.

3. MoU update

The FMO presented a memo on disbursing of Donor Programme Partner (DPP) costs in local currencies or euro. The Committee will revert to the memo by the next meeting.

A draft of the Framework Agreement with the Council of Europe as DPP was presented. The Committee approved the draft and authorized the FMO to sign the Agreement.

The FMO presented an overview of MoU preparations to the Committee. The Committee discussed the priorities set country by country.

4. Evaluation Mandate for FMO

The FMO presented an Evaluation Mandate for FMO outlining the role of the FMO as regards management of evaluations and evaluation processes.

With reference to the Regulations Article 9.2 of the Financial Mechanisms 2009-14, the Committee adopted the document providing the FMO with a mandate to initiate and manage evaluations with the following comments:

The FMC should review the annual evaluation plan; draft mandates (ToRs) prior to each specific evaluation as well as the draft evaluation reports.

Evaluations should be managed independently of the operational units in the FMO, and the FMO should build up expertise and capacity to manage evaluations.

5. Evaluation guideline for the Programme Operators

The FMO presented an evaluation guideline meant for FMO staff, Donors, National Focal Points, Programme Operators, project implementers and external monitoring and evaluation consultants. The purpose of the document is to improve the quality and consistency of EEA and Norway Grants evaluations and enhance evaluation capacity.

The Committee adopted the guideline.

6. DORIS: Results and statistical information

The FMO presented a draft document on results and statistical information in the new Documentation, Reporting and Information System (DORIS). The document serves both as a technical and a policy document.

The Committee agreed to the main principles of the document could be adopted by Written Procedure.

7. Results based management and strategic reporting

The FMO presented a document on measures to ensure effective reporting in the FMs 2009-14. The Committee took note of the recommendations in the document.

8. Communication and Design Manual

The FMO informed the Committee about its ongoing work on a Communication and Design Manual.

The Committee took note of the information and underlined the importance for the Beneficiary States to have dedicated staff for communication issues.

9. Other issues

The FMO handed out the draft report that has been made following the Equality Workshop in Brussels last March. The report provides a summary of presentations and discussions. The Committee took note of the information.

8. Next meeting

The next Committee meeting is scheduled for 19 May 2011.

List of participants:

Anders Erdal, NMFA, Chairman
Vibeke Rysst-Jensen, NMFA
Anne Strand, NMFA
Tom Tjomsland, NMFA

Georges Baur, Mission of the Principality of Liechtenstein to the European Union

Brynhildur Ingimarsdottir, Icelandic Mission to the European Communities

FMO
FMO Secretary