

PHILIPPINES DEVELOPMENT FORUM
Guidance to the PDF Working Groups for the 2009 PDF
December 22, 2008

1. Following the October 23, 2008 organizational meeting of the PDF WG co-conveners, a small group of volunteers from the development partners met with Government representatives on December 4, 2008 to discuss how to address the recommendations from the organizational meeting. The main topic discussed was the process for moving forward on the 2009 PDF with a view to enhance the effectiveness of the working groups and how to ensure that their ongoing discussions feed into the theme of the next main meeting of the PDF. Attendees at the meeting included: Ms. Lea de Leon (DOF); Ms. Rachele Cerera and Aldwin Urbina (NEDA); Mr. Pit Heltmann (German Embassy, representing the European development partners); Mr. Neeraj Jain (Asian Development Bank); and Mr. Bert Hofman and Ms. Bei Zonaga (World Bank).
2. The following were discussed/agreed at the Dec. 4th meeting:

Process for Selection of PDF Theme and Linking to PDF Working Group Discussions

- a. It was recognized that the PDF is a GOP-led process, and that the global and domestic financial and economic environment towards the time of the PDF would factor heavily into the GOP's selection of the PDF theme. At the same time, the importance of linking the working group discussions to the PDF theme was acknowledged, with the understanding that not all the issues and topics of the working groups could be tabled for discussion at the PDF given the presence of high-level decision makers and the need to focus on selected issues within the limited time at the event.
- b. Considering the above, it was agreed that the GOP would review the priority issues from the WGs early in the process, prior to determining the theme of the PDF. In that regard, WGs would need to submit to the GOP (represented by DOF as the PDF Chair) 2-3 key policy issues emanating from their ongoing dialogue at least two months prior to the anticipated date of the PDF, e.g., by **January 30, 2009**.
- c. By the time the Government receives the list of issues from the PDF working groups, it is expected that it would have some thoughts on an emerging theme for the 2009 PDF from the current issues (global and domestic) facing the country. Within this context, and taking into account their relevance to the emerging theme, the GOP would put together the agenda and select issues from the consolidated list of issues from the 8 PDF working groups. Given the lead time needed to prepare for the PDF, issues that are not submitted by the deadline cannot be considered. **Therefore, it is important that working groups who would like their issues/topics to be considered for discussion at the PDF adhere to the January 30th deadline.**

Other Related Matters

- d. In terms of the format for the submission of the 2-3 key issues from each working group, it is recommended that these be in bullet form, and could include 1-2 paragraphs on a short background of the working group's main program to provide some context to the issues if

- needed. **The input from each working group should be no more than 2 pages, and should be sent by e-mail to Ms. Lea de Leon of DOF at ldeleon@dof.gov.ph and rosalia.deleon@gmail.com, copied to Bert Hofman (bhofman@worldbank.org) and Bei Zonaga (mzonaga@worldbank.org) not later than close of business on Friday, January 30, 2009. These documents will also be posted on the PDF website for others to read.**
- e. In response to earlier comments from various PDF participants on a scorecard approach (e.g. review progress of the working groups against its action plans), working groups are encouraged to prepare short progress reports which will be circulated at least two weeks prior to the PDF, e.g., mid-March 2009. These reports should include the priority issues mentioned under letter b above, and will be acknowledged at the PDF itself as part of the official documentation of the event. **Again, those reports not submitted by the specific deadline (to be announced later, once the date of the PDF is firm) cannot be included in the plenary acknowledgment as well as in the official documentation.**
 - f. Given the twelve-month cycle for the PDF event, it is expected that the 2009 PDF will be held around late March or early April. With the timely inputs from the working groups, the GOP should be in a position to announce the theme, agenda, and further guidance on the PDF around mid-February 2009.
3. We are circulating this guidance to the Government and development partner co-conveners of all the PDF working groups, and we encourage you to discuss this with your working group members. Should you have any questions, please feel free to contact Ms. de Leon of DOF at telephone number 405-7482, or Mr. Bert Hofman or Ms. Bei Zonaga of the World Bank at telephone number 917-3001 and 917-3004 respectively.