

TEMPLATE 4: MANAGEMENT RESPONSE AND ACTION PLAN

Title [evaluation title]					
Overall response (draft prepared by project manager)		<p>Example... UN-Habitat welcomes the evaluation of this project. The evaluation found that the project achieved its expected accomplishments and found that the overall performance of the project to be satisfactory. The project design was relevant and project was delivered in a highly effective and efficient way. Challenges that occurred during implementation were addressed in a timely way by the project team.</p> <p>UN-Habitat acknowledges the five recommendations made by the evaluation and accepts all five recommendations. The implementation of the recommendations will be done in consultation with the regional office and relevant substantive branches. The expected timeframe for implementation of the recommendations is 12 months.</p>			
Recommendation	Acceptance of recommendation (Accepted/Partially accepted/Not accepted)	Proposed Action	Timeframe (max. 3 years from time of evaluation)	Responsible Office /Unit	Status of Implementation and Action Taken (implemented, in progress, not started)
Recommendation 1: Example... The branch should ensure that its new projects meet expected design standards before they are signed.	Accepted	-To strengthen branch internal review process of project concepts and proposals before submitted to PAG	June 2018	Branch coordinator and unit leaders	In progress: Training of staff in project design plan for start of 2018.
Recommendation 2:					
Recommendation 3					