

(vi) providing action plans.

Managers are then responsible for the implementation of recommendations accepted and/or approved by themselves, the respective Steering Committee and/or DAEC.

Managers may request the Inspector General for special evaluations/reviews/studies where special expertise or independence is desired. Acceptance of such assignments is contingent on availability of capacity and DAEC approval for rearrangement of review plans. Special evaluations/reviews would normally have to be funded by the requesting party.

(d) The Office of the Inspector General:

The Inspector General is responsible for all independent review activities, including evaluations.

This includes specifically:

- development of the Evaluation Policy;
- in consultation with departmental management and DAEC, development of the Review Plan, including evaluations;
- management of evaluations i.e. setting up appropriate Steering Committees, undertaking the needed research (or orienting it if performed by a consultant) and associating with the study (whether performed by a consultant or not), and reporting on priority areas of concern;
- ensuring that, the evaluation process is transparent and that work instruments such as survey questionnaires are portable (i.e. usable by managers for their own monitoring);
- ensuring the availability of a cadre of competent professional review staff;
- ensuring the availability and use of up-to-date systems, procedures, tools and techniques;
- ensuring that evaluation activity generates relevant, constructive, credible and timely information for management including feedback on lessons learned and innovative recommendations; ensuring that appropriate levels of management are debriefed;
- alerting DAEC and/or senior management as appropriate, in cases where urgent action is required;
- keeping DAEC informed of progress towards implementation of recommendations, and securing its assistance, as required;