**Evaluation Audit Trail Template**

*(To be completed by Project Management to show how the received comments on the draft report have (or have not) been incorporated into the evaluation report. This audit trail should be included as an annex in the evaluation report.)*

**To the comments received on (June 23, 2023) from the evaluation of the “Training and Advanced Training of West African Security Forces” project**

*The following comments were provided in track changes to the draft evaluation report; they are referenced by institution (“Author” column) and track change comment number (“#” column):*

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| **Author** | **#** | **Para No./ comment location**  | **Comment/Feedback on the draft evaluation report** | **Evaluator response and actions taken** |
| UNITAR PTP | 1 | Executive Summary p. 7 | Start of UNITAR’s engagement with KAIPTC is June 2022 not July 2021; however, PTP had already activities from other PTPU pillars before | Adjusted accordingly in the Executive Summary and in para 3. of report body to account for comment. |
| UNITAR PTP | 2 | Executive Summary, Relevance p.8 | The statement “The evaluation found much information in the public domain on KAIPTC needs and technical capacity, most of which was developed through German or Danish support. The evaluation did not find evidence that these sources of information were used by the project to adjust its approach or determine its added value among the plethora of donors to the Centre.” is incorrect. Information in this regard is recorded and forwarded to the donor. It could only not be implemented due to the short time period of the evaluation. In addition, the donor reserves the right to approve changes to the portfolio of courses and entering into collaborations that may have an impact on the budget in any way. | Adjusted accordingly in the Executive Summary to account for comment. However, such information was not contained in the project's background (e.g. in the description of the application for funding) although it was acknowledged that KAIPTC is the recipient of "broad support from international and regional partners".Moreover, this point refers to external background information; existing assessments, baselines, lessons learned from other projects supported by other donors and does not refer to project team continuous assessment of needs. |
| UNITAR PTP | 3 | Executive Summary, Relevance p. 8 | On the project’s gender approach, the project takes into account the approach of KAIPTC, gender mainstreaming, striving for equal participation, etc. This is evident in every course that includes a "gender" sequence. In addition, "Women Leadership" will be redesigned and integrated into the portfolio in the coming year. | Adjusted accordingly in the Executive Summary and in paragraph 35 in the body of the report to account for comment. |
| UNITAR PTP | 4 | Executive Summary, Relevance p.9 | On the statement “although not yet grounding the project in the existing strategic architecture”, the project was designed from the outset to serve The Strategic Architecture of KAIPTC. In constant exchange with the management of KAIPTC, the contribution of the courses financed by Germany is discussed and adjusted if necessary. | Slightly adjusted in the Executive Summary to account for comment. The evaluation observed a gap between discussions on the ground and what is eventually reflected in project documents (proposal and narrative reports). |
| UNITAR PTP | 5 | Executive Summary, Coherence p.9 | The comment “although lacking evidence of any cooperation initiatives or synergies.” is unclear. | Despite thematic and funding coherence, the evaluation found no efforts in coordination such as exchange of practices between project teams or implementing partners. E.g. with the other PTP-led projects with training centres and those implemented by other agencies. Does this clarify? |
| UNITAR PTP | 6 | Executive Summary, Coherence p.9 | The recommendation to explore cooperation/ collaboration with other organizations would be an exaggerated proposal. Absolutely unrealistic due to the short evaluation period. | Adjusted to use future tense in the Executive Summary. |
| UNITAR PTP | 7 | Executive Summary, Coherence p.9 | The statement “As interviewees stressed variations in the donors’ agenda on security in Western Africa, explaining how training topics had been selected could have strengthened the project’s logic and coherence to other initiatives.” is not clear as to whom the training topics should have been explained. | Interviewees noted that differing security priorities of donors regarding West Africa inevitably influenced their selection of training topics to be supported, and emphasised the importance of ensuring that selection of training topics be seen in the context of their links to other initiatives for maximum impact to be achieved.  |
| UNITAR PTP | 8 | Executive Summary, Coherence p.9 | The statement “Interviewees reported regular contacts between local representatives, but project documentation does not evidence managerial or strategic decisions, the absence of which is supportive of the supply driven approach to training and less opportunities for concerted and joint design in the face of security challenges.” is a very complicated language; Overall, more was obviously assumed when it came to coordinating project management and the donor. Evidence from the evaluators is not available. | Given the instrumental role played by Germany in the Centre’s development, the evaluation noted little trace of coordination with UNITAR. Interviewees reported regular contacts between local representatives but there was little evidence that this had significant influence on managerial or strategic decisions with the result that the opportunity to develop a joint approach in the face of security challenges tended to take second place to a supply driven approach. |
| UNITAR PTP | 9 | Executive Summary, Coherence p.9 | On the potential partnership between UNITAR and EU-German ECOWAS Peace and Security Architecture and Operations (EPSOA), the question is whether Germany wants this at all. | Adjusted to mention the pre-condition of having donor approval in the Executive Summary. |
| UNITAR PTP | 10 | Executive Summary, Effectiveness p.10 | The finding “UNITAR was less effective in applying the UNITAR Quality Assurance Framework (QAF) to KAIPTC’s work practices.” was not feasible due to the sensitivity of UNITAR engagement with KAIPTC in 2022 after taking over the direct funding to KAIPTC formerly done by the German Embassy in Accra. | Adjusted accordingly and further below in the Executive Summary to account for comment. Please note that the UNITAR QAF applies equally to implementing partners, however, and it is the role of the Programme Unit to oversee such application. |
| UNITAR PTP | 11 | Executive Summary, Effectiveness p.10 | On the reasons for participant selection and composition, participants are nominated by the organisations. Therefore, there is little influence on e.g., gender balance and relevance to domestic functions. The project can only advise and recommend, but not decide and nominate. | Adjusted accordingly in the Executive Summary to account for comment. |
| UNITAR PTP | 12 | Effectiveness p. 11 | On “project not achieving one of the three planned results, i.e., “Operating framework of the centre reviewed in line with UNITAR quality assurance framework”” - The review of the Operation Framework of the Centre is not part of the Project, though it is already initiated. | As contained in the project document, the “Operating framework of the centre reviewed in line with UNITAR quality assurance framework” is one of the project’s outputs leading to the short-term outcome "Strengthened operating framework of KAIPTC – in line with UNITAR Quality Assurance Framework". The finding is therefore maintained as such. |
| UNITAR PTP | 13 | Executive Summary, Efficiency p.11 | On the crucial role of UNITAR’s advisor to KAIPTC - Without the presence of the UNITAR Advisor, it would not have been possible to implement the project under the adverse circumstances that were not taken into account in the evaluation when the agreement was reached between Germany, the KAIPTC and UNITAR. | Language adjusted slightly in the Executive Summary to account for comment. Moreover, the evaluation considered these circumstances (including the time factor). |
| UNITAR PTP | 14 | Executive Summary, Impact p.11 | On the limited evidence on the likelihood of impact of the training on policing and military functions in peace-keeping missions, due in large part to the lack of interfaces and formal feedback mechanisms, UNITAR implementing unit agrees. | Well noted. No change required. |
| UNITAR PTP | 15 | Executive Summary, Sustainability p.12 | The statement “...the project did not secure conditions for long-term effects that would fully coordinate the Centre’s strategy and donors’ efforts. While Germany, KAIPTC and UNITAR signed a Joint Declaration of Intent (JDoC) in December 2021, the evaluation found the JDoC to be limited to operational modalities of cooperation and expired with the project.” is not correct in its current form. The implementing unit responded that German funding is per budget year and ends every 31 December. However, the funding for KAIPTC is renewed year by year.  | Adjusted to clarify in the Executive Summary. |
| UNITAR PTP | 16 | Executive Summary, Sustainability p.12 | The sentence “renewed funding from Germany would enable the next project to focus on UNITAR’s relationship with the centre,” should read as follows: ...renewed funding from Germany enables... The funding has been renewed as the evaluation happened already during the new funding period.  | Adjusted accordingly in the Executive Summary. |
| UNITAR PTP | 17 | Executive Summary, Sustainability p.12 | The statement “francophone beneficiaries to which KAIPTC has no access” is incorrect. KAIPTC is significantly expanding the number of trainings to Francophone countries.  | Besides, limited practical interfaces with peacekeeping missions, and to some extent with other training centres, restrict the prospect for lasting change in the way training is delivered and, *in extenso*, in the level of preparedness of uniformed and civilian personnel in Western Africa. Strengthened cooperation among training centres, particularly in West Africa, would provide better access to available expertise and have the added benefit of strengthening the relationship with francophone beneficiaries. The review of training beneficiaries’ nationalities indicates most of the centre’s participants are Ghanaian. There are inherent limitations to this, especially when looking for sustainable changes at the regional level of preparedness to deploy to peacekeeping missions and respond to regional challenges.  |
| UNITAR PTP | 18 | Executive Summary, Sustainability p.12 | On the statement “There are inherent limitations to this, especially when looking for sustainable changes at the regional level of preparedness to deploy to peacekeeping missions and respond to regional challenges.”, more and more MTTs are being planned to bring knowledge transfer to as many West African countries as possible. Overall, the planning phase for the evaluation reporting period was so short that more of these trainings were impossible for technical and organisational reasons. | Adjusted accordingly in the Executive Summary to account for comment. |
| UNITAR PTP | 19 | Executive Summary, Recommendations p.12 | Assessing how UNITAR could help KAIPTC address those points (e.g., training update and design, e-learning module development, gender mainstreaming into training content) is already in progress, but not M&E capacity building | Adjusted in the Executive Summary and in the recommendation section to account for comment. |
| UNITAR PTP | 20 | Executive Summary, Recommendation p.13 | Reviewing the goals and objectives of the Joint Declaration of Intent between Germany, KAIPTC and UNITAR and extending the arrangement beyond 2022 has already been done. | The evaluation found the Joint Declaration of Intent to focus on the modalities of implementing cooperation through transferring grant funds to KAIPTC as the project's implementing partner, but insufficiently precise with regards to the development objectives of KAIPTC in the medium to long term, and how this will contribute to the project's goal of security policy self-responsibility of West African partners. As with regards to the reference to the end date, it is unclear if the reference to “project” or “arrangement” refers only to the 2022 phase for which funding was received in 2021 or shall be interpreted in a larger sense, i.e. also for subsequent projects as of 2023. |
| UNITAR PTP | 21 | Executive Summary, Recommendation p.13 | Devising a sustainable approach that includes the development of an IT system that supports interactive training and is capable of replicating the impact of the availability of real-time information on a mission’s operations, while also providing an enhanced capacity for e-learning is in progress; an independent computer scientist has been proposed by UNITAR and a meeting with the commander has been arranged and held. The final decision by KAIPTC management is pending. | Adjusted in the Executive Summary and in the recommendation section. |
| UNITAR PTP | 22 | Executive Summary, Recommendation p.13 | On “Screening interest among donors supporting the same courses to revise the approach to training to more accurately reflect the needs of current peace operations and support more demand-driven initiatives", a meeting with the German Ministry of Foreign Affairs is planned to discuss this aspect. | Well noted. No change required. |
| UNITAR PTP | 23 | Executive Summary, Recommendation p.13 | On item 4 of the recommendations, the UNITAR implementing unit responded that UNITAR defines the reporting requirements and the way and extent of reporting on both the administrative and strategic (management) levels. | Well noted. No change required. |
| UNITAR PTP | 24 | Executive Summary, Recommendation p.13 | On item 5 of the recommendations, the UNITAR implementing unit responded that this also depends on the wishes and possibilities of the KAIPTC. Cooperations with other African training centres are already taking place. This can of course be expanded, depending on the agreement and goals of all potential partners. | Well noted. No change required. It can be understood as a recommendation to UNITAR and the donor.  |