

Millennium Development Goals Report (MDGRs) A Suggested

Step-by-Step Preparation Plan

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The “*MDGRs’ Step-by Step Preparation Plan*” contains series of suggested guidance and checkpoints for UNDP Country Offices (COs) in the Arab Region to streamline the COs’ assistance of the relevant countries to prepare and launch the Millennium Development Goals Reports (MDGRs) in proficient, effective, regulated, timely and feasible manners. The suggested “*MDGRs’ Step-by Step Preparation Plan*” is by no means substitute or replica of previously published relevant MDGRs’ documents and papers including the Road Map paper and the “Reporting on the Millennium Development Goals at the Country Level” paper. On the contrary, this *Step-by Step Preparation Plan* is derived from, and builds on these papers. The *Step-by Step Preparation Plan* is an attempt to provide the country offices with a simplified road map with checkpoints that are suggested for the “*easy path*” preparation of the MDGRs without jeopardizing their quality. It is also important to note, that this *Step-by Step Plan* is not intended to impose any methodology or approach on any country or UNDP office of “how best” to approach the preparation of the MDGR. While each country and UNDP country office can adopt this plan, it is expected that there will also be some adjustment and adaptations to the relevant country specifics. The final aim is to get the MDGRs prepared in the most proficient, effective, and timely manners.

Background

In the last decade, almost all Arab countries have committed themselves to the achievement of many developmental goals. Yet, the most, and more recent, important commitments were made in September 2000 in the Millennium Declaration where along with almost all countries of the world Arab countries reaffirmed their commitment to achieving sizable and measurable progress towards 2015 in a wide range of developmental arenas with poverty alleviation on top. *Adequate and timely preparation and adoption of the relevant MDGRs by each individual country has been an urgent national and international commitment and need.* While some countries have achieved

noticeable accomplishments towards the complete preparation and launching of the MDGRs, it is worth noticing that the majority of Arab countries are lagging behind in this process. Proper and timely preparation of MDGRs is on top of the agenda of UNDP Country Offices in the Arab Region as it should be in the respective countries in which they are located.

What MDGRs are about and what they are not....

The MDGR for any country should be a basic policy paper, which includes the basic developmental goals that the country is streaming towards achieving up till 2015. The reports should include the kind of “change” needed to be achieved in each country within the overall framework of the previously agreed upon MDG. The various sets of MD Goals are to act as basic guidelines and indicators of “direction” as well as “magnitude” of desired change. MDGRs are to serve as an effective advocacy tool for raising awareness, building alliances as well as ensuring continuous governmental and societal commitment towards achievement of the declared Millennium Development Goals on the national and global arenas.

MDGRs are not detailed national developmental plans. Although different from similarly prepared (or under preparation) reports such as HDR or CCA, yet MDGRs capitalize on these previously prepared reports and build on their findings and relevant achievements.

MDGRs are to serve as the basic “*benchmarks*” for preparation of national executive developmental plans. In a clearly identified and measurable fashion, MDGRs will provide decision makers and planners in the relevant countries with numerically clear “*starting points*” representing the present socioeconomic developmental status and “*end points*” representing the status desired to be achieved by 2015. Most importantly, MDGRs will provide planners and decision makers with goals that are agreed upon by all involved stakeholders. In other words, MDGRs shall act the major torch that should guide all developmental efforts at each country to well defined and agreed upon goals and objectives on the national and international arenas. *Amid the rapidly evolving socioeconomic situations in Arab countries, nothing can be more useful than well established and recognized developmental goals to which each nation can resort to at all circumstances to ensure commitment and continuity of all developmental efforts...*

MDGRs' Step-by Step Preparation Plan

I. Preparatory Stage

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
1. Obtaining legitimacy and freedom in action towards the preparation of MDGRs	<ul style="list-style-type: none"> Meeting with the top relevant governmental official(s) to obtain governmental decision for the first time and periodic (every 2-3 years) preparation of the country's MDGR 	2-3 days	Not Applicable	<ul style="list-style-type: none"> Formal written approval of the process. Freedom of action and contacting all stakeholders including representatives of the civic society. 	<ul style="list-style-type: none"> All governments have committed themselves for the proficient and timely preparation and adoption of MDGRs Some governments might insist on having leadership of the process, others might agree to handling the leadership to UNDP...in all cases UNDP's assistance is to be assured and extended..
2. Establishment of accountability and reference within the UNDP Country Office	<ul style="list-style-type: none"> Nomination one UNDP staff in the Country Office as Coordinator of the MDGR. 	Immediate	Not Applicable	<ul style="list-style-type: none"> An accountable person in place responsible for the overall operation of MDGR's preparation leading to effective follow up and monitoring of progress. 	<ul style="list-style-type: none"> It is suggested to appoint the Poverty Alleviation Officer within the CO (who is preferably high ranking within the office). If a Poverty Alleviation Officer does not exist, nominate a high-ranking UNDP person (possibly the DRR).

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3. Drafting plan of action and securing prerequisites for success (financial and technical)	<ul style="list-style-type: none"> • Drafting a plan of action for the completion and dissemination of MDGRs • Evaluation of potential costs needed for the preparation of the MDGRs. • Evaluating the need for technical assistance form outside the UNDP office (including costs if assistance is needed) • Estimation of costs for preparation and dissemination (running, experts, printing, workshop...) 	3 days	Not Applicable	<ul style="list-style-type: none"> • Plan of action prepared • All potentially needed funds and technical expertise identified. • Sources of support identified and proposals for external support (financial and technical) prepared form submission to relevant departments (TTF...). 	<ul style="list-style-type: none"> • Use this ” step by step” preparation plan if it is deemed fit • Avoid over and/or underestimation of costs. • Make sure that all elements of success are secured.
4. Exposure and familiarization of all relevant UNDP personnel to the MDGRs and their importance	<ul style="list-style-type: none"> • Conducting a meeting to familiarize all relevant UNDP staff with MDGRs and the need and urgency for their proficient and timely preparation. • Discussing the similarities and differences between the MDGRs and the other relevant reports (HDR, CCA...). 	2-3 hours meeting	Not Applicable	<ul style="list-style-type: none"> • Better understanding of MDGRs and their urgency. • Initiation of preparatory work • Mobilization and motivation of internal resources 	<ul style="list-style-type: none"> • Conduct the meeting as soon as possible & limit it to discussing MDGR only. • It is essential to stress how MDGRs differ from other reports (CCA, HDR...) and how MDGRs can build on, and complement other reports. • It is important to stress the simplicity and conciseness in which MDGRs must be prepared.

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<p>5. Briefing towards involving and securing support of relevant UN agencies (members of the UNDG)</p>	<ul style="list-style-type: none"> • To Conduct a meeting with representatives UN agencies to familiarize them with MDGRs • To explore all available relevant information and data and to discuss their reliability as benchmark / baseline data. • Discussing the need for additional data collection and generation for benchmarking. • Initial distribution of workload & missions especially in relation to data gathering for baseline data (year 1990) 	<p>One day meeting / workshop</p>	<p>Not Applicable.</p>	<ul style="list-style-type: none"> • Dissemination of knowledge of MDGRs. • Consensus building. • Knowledge of the existing statuesque • Distribution of workload. • Teaming up with members of the UNDG 	<ul style="list-style-type: none"> • <i>NOTE: UNDP is the designated agency by the UN to follow up and ensure the preparation of the MDGRs.</i> • It is suggested to provide all invited UN agencies with available material about MDGRs prior to the meeting.
<p>6. Briefing of other donors that are <u>not members</u> of the UNDG.</p>	<ul style="list-style-type: none"> • To conduct a meeting with representatives of donor agencies to brief them about MDGRs and their importance • To seek support and cooperation especially in the arena of data collection for baseline. • To stress the importance of adherence to achieving MDGRs in the future for support of the relevant country 	<p>2-3 hours meeting</p>	<p>Not Applicable</p>	<ul style="list-style-type: none"> • Donor community well informed of the MDGRs • Optimized data collection for baseline benchmarking • Reiteration of commitment of donor countries for support of MDGRs and for increase in the ODA 	<ul style="list-style-type: none"> • Donor Countries committed to increased ODA in support of MDGs.

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7. Briefing of relevant government officials	<ul style="list-style-type: none"> • To conduct a meeting to familiarize government officials with MDGRs • Exchange of available information and initial evaluation of their suitability to serve as baseline data. • Asking the designation of liaison officer(s) from each relevant governmental agency(ies). 	Half day workshop	Not Applicable	<ul style="list-style-type: none"> • Informed relevant government officials. • Guarantee of support of the relevant government agencies. • Better knowledge of statuesque especially in relation to baseline data 	<ul style="list-style-type: none"> • All governments have committed themselves for the proficient and timely preparation and adoption of MDGRs. • Insisting on relevant agencies to send representative • Provide nominated representatives with information about MDGRs ahead of time
8. Briefing of Civic society including NGOs and private sector.	<ul style="list-style-type: none"> • To hold a meeting to familiarize representatives of the civic society with MDGRS • To exchange of available information and data • Asking for designation of liaison officer from each relevant NGOs. 	6 hours (distributed to three 2-hour meetings)	Not Applicable	<ul style="list-style-type: none"> • informed representatives of the civic society. • Better knowledge of statuesque • Support building for NGOs 	<ul style="list-style-type: none"> • It might be recommended to hold a series of events to have different groups together in different sessions (NGOs alone, Business community,) • It is essential to remind the audience of their governments commitments towards the MDGRs.

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<p>9. Enhancing capacity through exposure to and exchange of relevant information and knowledge with other colleagues on the regional and global arenas</p>	<ul style="list-style-type: none"> • Encouraging and providing incentives for all UNDP relevant staff to join and actively participate in the Global Network of MDGRs. • Encouraging all relevant governmental non-governmental individuals and organizations to join and actively participate in the Global Network of MDGRs. 	<p>On going</p>	<p>Not Applicable</p>	<ul style="list-style-type: none"> • Relevant UNDP, Governmental individuals & organizations sharing MDGRs experiences and knowledge and exposed to regional and international experiences. • Knowledge building for relevant individuals & organization. 	<ul style="list-style-type: none"> • Encourage all relevant UNDP staff to join and give incentives for that. • Invite government and non-government relevant personnel for participation and joint sessions. • As possible, secure IT facilities for non-UNDP personnel if needed.
<p>10. Making MDGRs preparation and launching a National Event.</p> <p>Exposure of the general public through the media with MDGRs towards amassing the widest support and understanding for the MDGRs within the country</p>	<ul style="list-style-type: none"> • In cooperation and through relevant government agency(ies) conduct a series of radio and TV talk shows, interviews to publicly discuss the MDGRs and their importance. • Publish at least 3-5 articles in local newspapers in local language(s) about MDGRs and their importance. 	<p>1 month (Parallel to other activities)</p>	<p>To be established by CO.</p>	<ul style="list-style-type: none"> • Upgrading MDGRs' preparation and launching to <u>“national event” status.</u> • Dissemination of knowledge to the public. • Securing reasonable public participation • Securing reasonable level of commitment by the government on the local arena. • Alliance with the media. 	<ul style="list-style-type: none"> • Carefully prepare for the TV and radio interviews. • Stress on the national need and international commitment to prepare and adopt the MDGRs. • Make strong alliance with media people. • Make the preparation of MDGRs a national event. • Involve representatives of the civic society in discussions and debates. • <i>Do not allow derailment from the subject.</i>

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<p>11. Building national consensus and support</p>	<ul style="list-style-type: none"> In close coordination with the government, conduct a 1-2 day workshop about MDGRs. 	<p>2-3 weeks for preparation and conduction (<i>Parallel to other activities</i>)</p>	<p>To be established by CO.</p>	<ul style="list-style-type: none"> Building consensus among all relevant national GOs and NGOs Amassing support for MDGRs Exploring of potential problems and issues. Addressing some executive issues. 	<ul style="list-style-type: none"> Invite representatives of all relevant governmental and non-governmental agencies. Make sure that the event is patronized by a very high-ranking celebrity (prince, prime minister, minister,).
<p>12. Establishment of National Committee for MDGRS (Advisory Committee)</p>	<ul style="list-style-type: none"> <u>In close coordination with the government and with its consensus</u>, establish a National MDGR Committee to include high-ranking officials/ representatives of the government, (secretary generals of ministries for example) and local prominent scientists, representatives of civic society (heads of NGOs), and media representatives (if possible). 	<p>For the duration of 2-3 moths. (<i>The Committee is to meet every 2 weeks for follow up</i>)</p>	<p>To be established by Country Offices</p>	<ul style="list-style-type: none"> Establishment of accountability for the timely and serious preparation of MDGRs. An authorized decision making/ratifying body in place 	<ul style="list-style-type: none"> It is advisable to limit the number of the committee to no more than 11 (2 government, 2 NGOs, 2 Scientist, 2 private sector, 1 media, UNDP representative, 1 reporter / coordinator). Represent UNDP with the highest ranking official available (the RR if possible) Make sure that the reporter of the committee is the same person as the UNDP/leasing officer.

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<p>13. Establishment of national task forces / working groups</p>	<ul style="list-style-type: none"> • Through the National Committee of MDGRs, form task forces / working groups of established professional to address each of (or a cluster of main) Millennium Development Goals. • Representatives of government, civic society and scientists should be members of these groups. 	<p>For the duration of 2-3 moths. <i>(The task forces / working groups are to have open continuous meetings)</i></p>	<p>To be established by COs</p>	<ul style="list-style-type: none"> • Available baseline / benchmark data collected and classified. • Data gaps filled within the capacity of the group and its time limitations. • Identified methodology and cost for generating and filling in data gaps. • Methodology and cost for future monitoring established. 	<ul style="list-style-type: none"> • It is advisable to limit the number of working groups to 4 (2 goals per group) • It is advisable to limit the number of each group to a maximum of 5 • It is advisable to nominate a coordinator for each group. • It is advisable to include established scientists in each group. • The group is to collect <i>the available</i> data from local organizations and governmental agencies. • Only officially ratified data is to be used in the preparation of MDGRs. • It is recommended to grant financial incentives for member of the task forces / working groups. The amount of financial award is to be determined by the CO.

II. Implementation / Execution Stage...

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
14. Forming work plans for execution	<ul style="list-style-type: none"> Each of the task forces / working groups is to draft its own work plan towards the full completion and approval (by the MDGR National Committee) of its segment of the MDGR. 	1 day	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> A well established working plan is at place ensuring and allowing for follow-up and accountability 	<ul style="list-style-type: none">
15. Prioritization of MDGR Goals and identifying the preliminary list of numerical Targets and Indicators and making decisions about overall structure	<p>Through the task forces / working groups:</p> <ul style="list-style-type: none"> MD Goals are to be prioritized within the specific country context Final list of numerical targets (long term and intermediate), and measurable indicators to be included in the MDGRs are to be identified. Irrelevant (<i>or additional</i>) targets, and indicators are to be omitted (<i>or added</i>). Basic length and structure of the MDG Report is to be identified and built. 	3-7 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> Final prioritized list of approved goals Final list of targets, and indicators MDGRs Basic structure identified 	<ul style="list-style-type: none"> Conduct quick assessment of relevant goals, targets, and indicators. Compare identified targets and indicators with available data and information and capacities needed. <i>All decisions of prioritizing goals, omitting and/or adding of numerical targets, indicators as well as basic structure are to be ratified by the MDGR National Committee.</i>

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
16. Collection of baseline / benchmark data and information.	<ul style="list-style-type: none"> Collection of available data by the working groups / Task forces 	10 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> Collection of all relevant available data and information 	<ul style="list-style-type: none"> Only officially ratified data is to be used. It is strongly advised to seek official ratification of data coming from non-governmental sources.
17. Identification of data gaps	<ul style="list-style-type: none"> Working groups / task forces are to submit technical reports about data gaps and potential effective and timely methodologies to fill them 	5 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> Data gaps well identified and methodologies to fill them established 	<ul style="list-style-type: none"> <i>This report is to be submitted to the MDGR National Committee for ratification.</i>
18. Filling in the gaps of data	<ul style="list-style-type: none"> Within their capacities, and taking into consideration the time limitations, task forces are to conduct research and investigations to generate data to fill in the gaps. Other data collection beyond the capacity of the task forces is to be outsourced to reliable private local (or international) consultants and/or agencies. 	30 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> Within the time limitations, data gaps filled enabling establishment of adequate baselines and benchmarking. 	<ul style="list-style-type: none"> UNDP office is to have the flexibility of hiring private consultants on fast track basis. Quick methodologies of data generation are to be encouraged and adopted if possible.

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19. Establishment of Base Lines / Benchmarks	<ul style="list-style-type: none"> • Using available and generated data, the Base Line / Benchmarks Data are to be established by the task forces / working groups • Base Lines / Benchmarks are to be submit it to the MDGR National Committee for ratification. 	3 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> • Established and ratified Base Line Data for proper setting of targets and indicators as well for future monitoring. 	<ul style="list-style-type: none"> • Publish (<u>if possible</u>) the base line data to evaluate carefully the response of the public.
20. Establishment of the final list of targets and indicators	<ul style="list-style-type: none"> • Final list of numerical targets and indicators associated with relevant goals is to be established by working groups. 	2 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> • Final list of numerical targets and indicators associated with relevant goals established 	<ul style="list-style-type: none"> • Any adjustments to the previously ratified list of targets and indicators are to be mentioned.
21. Preparing the first draft of the Millennium Development Goals	<ul style="list-style-type: none"> • Working Groups should prepare the First Draft of the National MDGR based on available and generated data as well as ratified MDGs. • Work of groups is to assembled by the UNDP nominated coordinator (in coordination with the nominated representative of the government • Include all indicators, tends & findings- margin notes & points 	5 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> • First MDGR draft accomplished 	<ul style="list-style-type: none"> • The National MDGR Committee should ratify first draft. • Publish first draft in the media (if possible).

III. Preparation of final report

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
22. Quality control, technical revision and evaluation	<ul style="list-style-type: none"> • Send to prominent external scientists (local and/or international) for quality control and checking of methodologies, approaches and outcomes • Send a copy to the SURF-AS, UNDP for final control and checking 	7 days	Applicable for external evaluators only	<ul style="list-style-type: none"> • Scrutinized final draft • Gaining of credibility 	<ul style="list-style-type: none"> • Send report to more than one scientist / institution for revision.
23. Initial distribution and sharing for check-up and criticism	<ul style="list-style-type: none"> • Distribute first draft to all relevant UN, Governmental and Non-governmental agencies as well as to relevant scientists and media for criticism and comments. 	7 days	To be determined by CO.	<ul style="list-style-type: none"> • Building national consensus on MDGRs and their contents especially in relation of Base Line data and the set of MDGs, targets and indicators. 	<ul style="list-style-type: none"> • Make sure that the draft MDGRs go to every organization/person that participated in the launching workshops. • Attach recommendations and outcomes of launching workshops for reference.
24. Conduct a workshop for evaluation of the MDGRs first draft	<ul style="list-style-type: none"> • In close coordination with the government, conduct a 1-day workshop for discussion of the first draft of the MDGR. 	1 day	To be determined by CO.	<ul style="list-style-type: none"> • Final national ratification of the national MDGs methodology of preparation of MDGRs, baseline data, monitoring procedures. 	<ul style="list-style-type: none"> • Make sure that all GOs, NGOs, media representatives, Scientists are invited to the workshop.

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25. Adjustment, reevaluation, and technical editing	<ul style="list-style-type: none"> • Working groups are to do all adjustments, reevaluations based on responses and discussions of the evaluation workshop. • Stress on future follow-up and monitoring procedures and requirements (including capacity building need) • Technical editing might be outsourced in case of lack of capacities. 	3 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> • Final draft prepared and edited • Special emphasis made on future follow-up and monitoring. 	<ul style="list-style-type: none"> • Ensure consideration of all responses and remarks • Stress on the future follow-up and monitoring
26. Preparation of the Final MDGR	<ul style="list-style-type: none"> • Based on reevaluations and made adjustments, the final MDGR is to be prepared by the working groups / task forces and submitted to the MDGR National Committee for ratification. 	3 days	Part of costs of Task Forces. To be determined by CO.	<ul style="list-style-type: none"> • Final preparation of MDGRs including baseline data targets , indicators and monitoring procedures. 	<ul style="list-style-type: none"> • Ensure the ratification of the highest authorities in the government (Prime Ministers Office) • In some cases it might be beneficial to get the approval of local parliaments as well.

VI: Final printing and dissemination

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
27. Printing and publication of the MDGRs	<ul style="list-style-type: none"> • MDGRs are to be printed in at least 2 languages. Arabic (the official language) in addition to English or French. • The Material is to be printed using the UNDP format for MDGRs. • Reports should hold the logos of the National Government and UNDP. 	14 days	To be determined by CO.	<ul style="list-style-type: none"> • Printed and well packaged MDGR 	<ul style="list-style-type: none"> • Enough copies are to be printed to ensure dissemination. • Copies should be made available for free to the public. • In some cases the MDGRs can be published in other local languages or dialects.
28. Final Launching of the MDGRs	<ul style="list-style-type: none"> • Conduct a huge event to launch and publish the MDGRs. The event should be an event for national celebration. 	3 days for preparations and conducting of the event	To be determined by CO.	<ul style="list-style-type: none"> • Nationally and internationally recognized MDGR 	<ul style="list-style-type: none"> • It is highly recommended to ask the highest official in the country to patronize this event (King, President....) • Ensure proper and wide media coverage of the event.

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29. Distribution and dissemination of MDGRs	<ul style="list-style-type: none"> • Distribute copies of MDGRs to all stockholders including all GOs, NGOs, Universities, Media, Municipalities, and Parliamentarians....etc. • Send copies to UNDP HQ (BDP, RBASS). • Send enough copies to SURF-AS • Post accomplished report on major UNDP, UNDG, and Global MDGRs networks and websites 	1 day	To be determined by CO.	<ul style="list-style-type: none"> • Internationally recognized MDGR. • Knowledge and experience shared with the rest of the world 	<ul style="list-style-type: none"> • Ensure enlisting on major relevant web sites. • Ensure continuity of engagement with relevant global networks

V: Post - preparation...Support of Future Monitoring and Evaluation..

Purpose / Goal	Suggested Activity (ies)	Expected Duration	Expected Costs	Expected outcome	Comments/ Recommendations
<p>30. Follow up the establishment of a mechanism for monitoring of MGRs.' indicators</p>	<ul style="list-style-type: none"> • Assist the Establishment of institutional capacity within local government agencies for continuous monitoring and evaluation • Subcontract recognized national and international consulting firms for conduction of monitoring and assessments in the case of absence of local capacities • In all cases, monitoring and assessment is to be scrutinized by UNDP external expert technical auditors (BDP. SURF-AS). 	<p>Up to 2015</p>	<p>Not Applicable</p>	<ul style="list-style-type: none"> • Accountable process leading to fruitful follow up and monitoring of progress. 	<ul style="list-style-type: none"> • All activities should be conducted in cooperation with and through the relevant governmental bodies (Department of Statistics, Ministry of Planning....etc) • Continuous monitoring and evaluation is an essential part of governments' commitment to MDGRs. • Annual monitoring reports should be produced. • If some goals were not addressed due to lack of data (and lack of time and resources to prepare them at the time) efforts should be geared to fill in these gaps as soon as possible.

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31. Keep the MDGRs alive	<ul style="list-style-type: none"> • Ensure periodic involvement of the media in the follow up and monitoring. • Hold annual workshops to discuss accomplishments related to MDGRs. 	Continuous	Not Applicable	<ul style="list-style-type: none"> • Continued national commitment to the MDGs. 	<ul style="list-style-type: none"> • It is advisable to conduct periodic (quarterly) meetings with media representatives.
32. Ensure adherence to and commitment to achieving the MDGs	<ul style="list-style-type: none"> • Ensure that the MDGs are taken into consideration while preparing national plans • Ensure the MDGs are taken into consideration while preparing national budgets 	Continuous	Not Applicable	<ul style="list-style-type: none"> • Ensuring adherence to MDG 	<ul style="list-style-type: none"> • Report on all related accomplishments to governments and relevant UNDP agencies
33. Reporting to HQ and to relevant UNDP agencies	<ul style="list-style-type: none"> • Submit Annual progress reports about MDGRs to the relevant UNDP agencies (RBAS, BDP, SURF-AS, UNDP). 	Continuous	Not Applicable	<ul style="list-style-type: none"> • Ensured contribution to the global MDGs 	<ul style="list-style-type: none"> • It is advisable to share reports with respective governments prior to sending