

**TWENTY-SIXTH REGULAR SESSION**  
**5-7 October, 1999**  
**Montevideo, Uruguay**

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**FINAL REPORT**  
**SIXTH MEETING OF THE INTERGOVERNMENTAL WORKING GROUP**  
**ON THE MULTILATERAL EVALUATION MECHANISM**  
**(IWG-MEM)**

**(Provisional version)**

**(Item 3 of the Agenda)**

**SIXTH MEETING OF THE INTERGOVERNMENTAL  
WORKING GROUP ON THE MULTILATERAL  
EVALUATION MECHANISM (IWG-MEM)  
August 31 – September 2, 1999  
Ottawa, Canada**

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22 September 1999  
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## **0 BACKGROUND**

At its fifth meeting held in May 1999, the Intergovernmental Working Group on the Multilateral Evaluation Mechanism (IWG-MEM) agreed to hold its sixth meeting in Ottawa, Canada, on August 31 – September 3, 1999, to discuss the items mentioned in document CICAD/MEM/doc13/99 rev.1 which contains the final report of the fifth IWG-MEM meeting.

## **1 PROCEDURES**

### **A. PARTICIPANTS**

#### **1. MEMBER STATES OF CICAD**

Delegates from the following countries attended the meeting of CICAD's Working Group: Antigua and Barbuda, Argentina, Bahamas, Barbados, Bolivia, Brazil, Canada, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Saint Kitts and Nevis, Saint Lucia, Suriname, Trinidad and Tobago, United States, Uruguay, and Venezuela.

#### **2. PERMANENT OBSERVERS**

In their capacity as Permanent Observers to the Organization of American States, the representatives of the European Union and the Russian Federation.

#### **3. SPECIALIZED INTER-AMERICAN ENTITIES AND INTERNATIONAL ORGANIZATIONS**

Representatives of the Caribbean Community Secretariat (CARICOM) and the United Nations International Drug Control Program (UNDCP) also attended the CICAD Working Group's sessions.

### **B. SESSIONS AND ORGANIZATION OF THE SIXTH MEETING OF THE INTERGOVERNMENTAL WORKING GROUP ON THE MULTILATERAL EVALUATION MECHANISM (IWG-MEM)**

#### **1. OPENING SESSION**

The opening session was held at 9:30 a.m. on Tuesday, August 31, 1999 in the Government Conference Centre, Ottawa, Canada. Mr. Jean Fournier, Chair of the Intergovernmental Working Group, opened the meeting together with Mr. Bill Graham, Deputy Minister, Department of Foreign Affairs and International Trade of Canada, Mr.

Ricardo Avila, Chief of Staff of the OAS Secretary General, Dr. Pablo Lagos, Vice-Chair of the Group, and Mr. David Beall, Executive Secretary of CICAD.

## **2. WORKING SESSIONS**

The IWG-MEM held a total of six working sessions and covered the points contained in the Schedule of Activities (CICAD/MEM/doc.3/99 rev.1). The list of participants has been distributed as document CICAD/MEM/doc.5/99.

## **3. FINAL SESSION**

The Working Group concluded its meetings at 5:00 p.m. on Thursday, September 2nd, 1999. After final remarks by the Executive Secretary of CICAD and the Chairman of the IWG-MEM, the meeting was declared closed.

### **C. DECISIONS ADOPTED**

#### **1. APPROVAL OF THE AGENDA AND SCHEDULE OF ACTIVITIES**

The Agenda (document CICAD/MEM/doc.2/99) and the Schedule of Activities (CICAD/MEM/doc.3/99 rev.1) were approved without modifications.

#### **2. OPERATIONAL PROCESS OF THE MULTILATERAL EVALUATION MECHANISM AND THE GOVERNMENTAL EXPERTS' GROUP (GEG)**

Based on the operational alternatives presented by the Executive Secretariat for the GEG (CICAD/MEM/doc.6/99 rev.1), the IWG-MEM approved the following timetable and general procedures for the first evaluation round of the MEM:

1. The Executive Secretariat sends the questionnaires no later than October 15, 1999 and invites the governments to designate their respective principal expert and alternates to the GEG by December 1, 1999.
2. The Executive Secretariat presents a draft manual of operations for the GEG to the twenty-sixth regular session of CICAD (October 5-7, 1999) for consideration and approval.
3. The Executive Secretariat communicates to the governments (December 2, 1999) the list of principal experts and alternates, and sends the operations manual approved by CICAD to the members of the GEG.
4. The countries submit completed questionnaires and introductory documents to the Executive Secretariat as soon as possible, and no later than February 28, 2000.
5. The GEG Support Unit of the Executive Secretariat compiles and organizes the information contained in the questionnaires, without including any judgmental value

on its content, and distributes them together with the introductory document prepared by each government (see Final Report of MEM V, CICAD/MEM/doc.13 rev.1), copies of the completed questionnaires and other relevant information to the members of the GEG prior to the planning seminar.

6. The Planning Seminar takes place as early as possible in April and no later than April 30, 2000.

This seminar would include the following:

- An introduction to OAS standard administrative and operating procedures (one day)
  - Familiarization with the software and OAS information systems (one day)
  - An opportunity for GEG members to introduce themselves to each other, and for the GEG to determine its own organization, operation and methodology (three/four days). Only the Experts will participate in this portion of the seminar.
1. From May 1 to June 9, 2000 the GEG experts consider, in their respective countries, the information compiled and organized from the completed questionnaires, the completed questionnaires themselves, the introductory document prepared by each government, and relevant information sent by the GEG Support Unit of the Executive Secretariat.
  2. The GEG plenary meets in Washington D.C. from June 12-30, 2000 to continue the individual country evaluations, write the preliminary reports and send them to the countries for their review.
  3. All 34 countries send their comments on the preliminary report no later than August 4, 2000.
  4. The GEG Support Unit of the Executive Secretariat assures uniform editorial standards of the preliminary reports between August 7 and September 1, 2000.
  5. During its second plenary session, September 11-15, 2000 in Washington, D.C. the GEG prepares final draft reports.
  6. No later than October 31, 2000 countries provide comments on the final draft report and update data they consider significant for the year 2000.
  7. In the first week of November the GEG Support Unit of the Executive Secretariat compiles and organizes the updated information.
  8. From November 13-24, 2000 the GEG incorporates updated information, makes any necessary changes to the final individual country draft reports, and prepares the Hemispheric Report and the respective executive summaries.

9. From December 11-15, 2000 CICAD considers and approves the individual country and hemispheric reports and their executive summaries. CICAD will make such recommendations, as it deems advisable, for the continuation of the process in the year 2001, based on the experience gained in the first evaluation.
10. From December 18-22, 2000 the Executive Secretariat publishes and distributes the executive summaries of the individual country and hemispheric reports.

## **2. ESTABLISHMENT OF GEG SUPPORT UNIT OF THE EXECUTIVE SECRETARIAT**

As tasked at the last IWG-MEM meeting in May 1999, Mr. David Beall, Executive Secretary, presented a proposal outlining requirements for a GEG Support Unit of the Executive Secretariat so as to effectively carry out new responsibilities related to the MEM. Delegates agreed on the need for a balanced and gradual approach to this reinforcement, and requested a modified scaled-down version of the Support Unit's structure, suggesting that there might be a gradual phasing-in of more staff in due course. The delegations of Bolivia and Chile highlighted the importance of the stability and efficiency of the evaluation system, which should also be taken into account as well as its economic viability.

### **1. FINANCING OF THE MULTILATERAL EVALUATION MECHANISM (MEM)**

The Chair reminded the IWG that countries would pay the cost of their experts in the GEG. A Solidarity Fund will be set up, as agreed in the fifth IWG-MEM meeting, for exceptional circumstances. However, the Chair stressed that all countries will have some form of financial participation. Those countries which have provided special funding to projects will assist, and indeed preliminary discussions have already taken place. The Chair expressed his hope that these efforts will soon result in a financial commitment, as CICAD needs to secure the necessary operating funds by the end of 1999.

### **2. CONSIDERATION OF FORMAT FOR INDIVIDUAL AND HEMISPHERIC EVALUATION REPORTS**

Mr. Alberto Hart, Assistant Executive Secretary presented proposed formats for the individual country and hemispheric evaluations which adhere to the structure of the Anti-Drug Strategy in the Hemisphere. After discussion, modifications proposed by Mexico, Suriname and Colombia were incorporated into the texts. The Group agreed on the outlines contained in the document attached to this report as Annex 1, with the observation that the GEG would review these formats in the light of experience.

### **3. CONSIDERATION OF THE FUTURE OF THE INTERGOVERNMENTAL WORKING GROUP ON THE MULTILATERAL EVALUATION MECHANISM (IWG-MEM)**

The Intergovernmental Working Group analyzed possible future functions in the light of the MEM's forthcoming approval at the twenty-sixth regular session of CICAD in Montevideo, Uruguay and the approaching first evaluation round in the year 2000. The nature of unfinished business was discussed, as well as the Group's possible utility to the GEG, especially during this first round of evaluations. The United States expressed its view that the IWG process was not yet finished. The importance of flexibility was highlighted by Mexico in that the IWG should be available for resolving any problems which might arise, a position echoed by Canada which pointed out that the group could meet with less frequency, for example at the Commission's meetings. Colombia and Chile agreed that the Group should be available to clarify any queries. Canada and the United States concurred in that the IWG process should finish at the Summit in Quebec City. Costa Rica and Guatemala stressed the responsibility the IWG still has regarding the full implementation of the indicators, and for making any necessary changes according to the experience of the first round. The group agreed on the importance of being available to be called upon when necessary, and that this shall be its recommendation to CICAD at its twenty-sixth regular session in Uruguay.

#### **4. WORK ENTRUSTED TO THE EXECUTIVE SECRETARIAT**

The Executive Secretariat was asked to prepare the following documents for the forthcoming meeting in Uruguay:

- Draft Manual of Operations for the Governmental Experts' Group (GEG)
- Revised outline of the GEG Support Unit of the Executive Secretariat
- Revised letter requesting designation of experts
- Draft of instrument through which the MEM will be approved.

#### **1. OTHER BUSINESS**

During the twenty-sixth regular session of CICAD in Montevideo, Uruguay (October 5-8), pending items to be discussed include the letter seeking designation of experts, the draft operations manual of the GEG, and the question of financing.