



*Ministry of Foreign Affairs
Portuguese Institute for Development Assistance*

Internal Plan

| RESULTS | ACTIVITIES | TIMEFRAME |
|---|---|---------------|
| Actividades Realizadas | | |
| Preparation of a Synthesis Document on Harmonisation | Translation and adaptation of the Good Practice Papers (GPP) | June 2003 |
| | Translation of the Rome Declaration on Harmonisation | June 2003 |
| Nomination of the focal point for Harmonisation | | December 2003 |
| Information on Harmonisation for IPAD's website | Elaboration of a short document for publication in IPAD's website | February 2004 |
| Presentation and discussion on Harmonisation | Internal workshop | February 2004 |
| Discussion with Portuguese embassies and field delegations on Harmonisation | Distribution of a questionnaire on Harmonisation to Portuguese embassies and delegations | February 2004 |
| Distribution and dissemination of the CAD Document <i>Harmonising Donor Practices for Effective Aid Delivery</i> | Order of 100 DAC Documents on <i>Harmonising Donor Practices for Effective Aid Delivery</i> | February 2004 |
| Distribution of the CAD document on <i>Harmonising Donor Practices for Effective Aid Delivery</i> and of the final version of the Synthesis Document on Harmonisation to all Ministries | Conclusion of the Synthesis Document, after the internal discussion process and the analysis of the questionnaires sent to our embassies. | June 2004 |
| Action Plan on Harmonisation and Alignment | Elaboration of the Action Plan incorporating the results of the previous discussions | February 2005 |