



IAEA

60 Years

Atoms for Peace and Development

Session VIII:

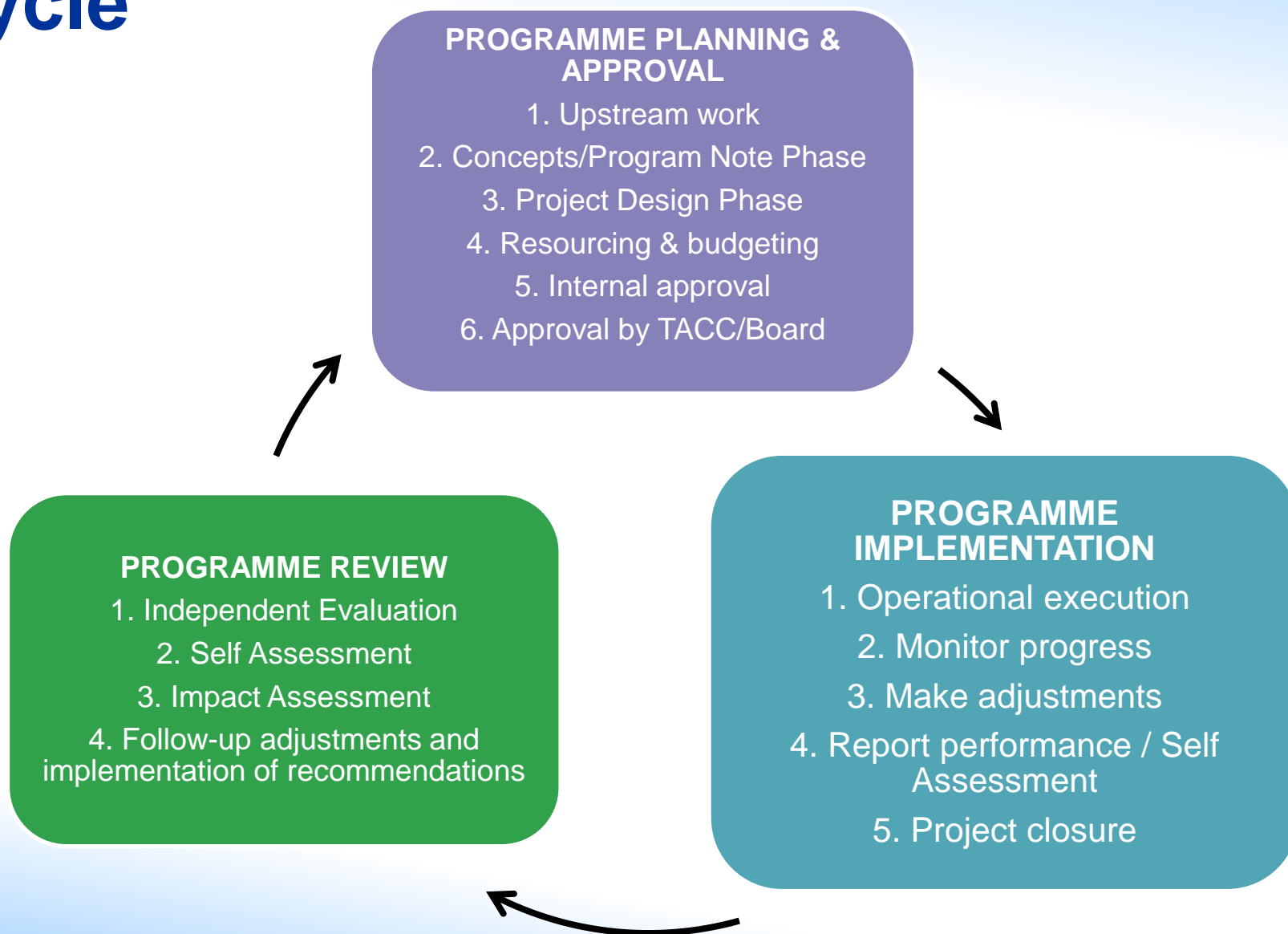
The TC Programme Cycle

Raul Ramirez Garcia,
Section Head,
Division for Latin America and the Caribbean
Department of Technical Cooperation

Session objective

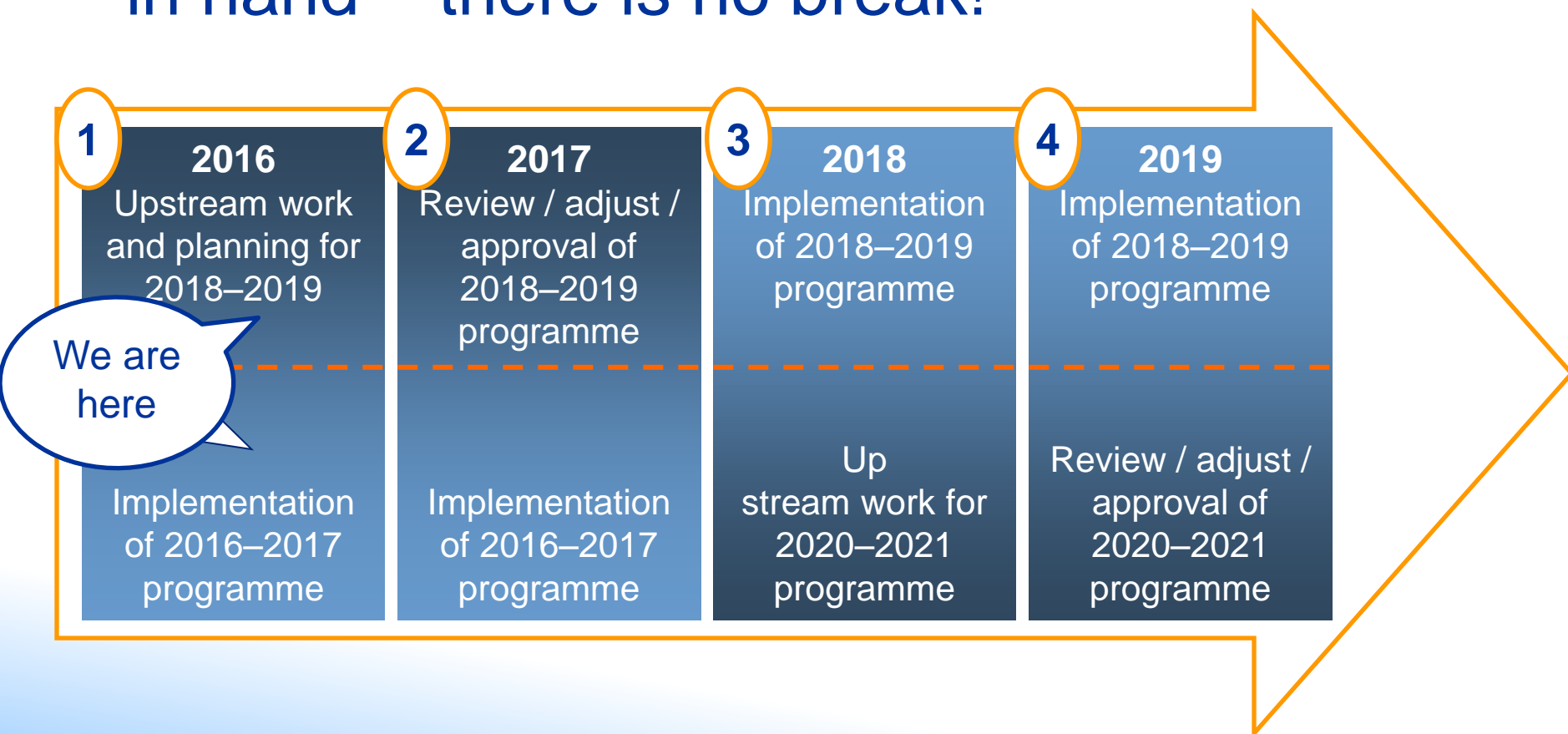
- To provide an understanding of the technical cooperation programme cycle and preparations for the next programming cycle 2018–2019

The two year TC programme cycle

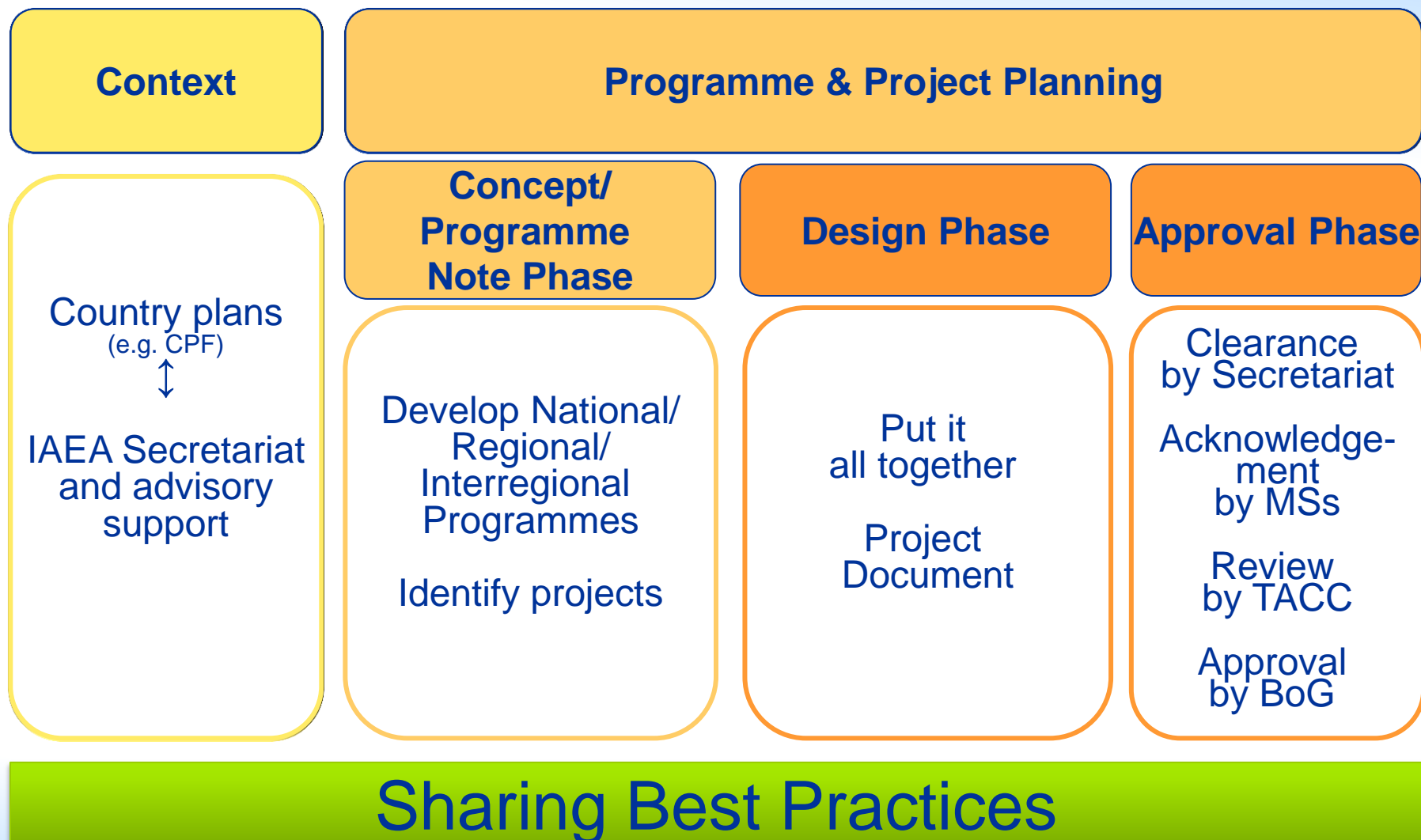


The TC programme: a continuous programming and implementation cycle

- Programming and implementation go hand in hand – there is no break!



Programme planning



Logical Framework Approach

- A widely adopted development planning methodology
- Used to improve the design, implementation and assessment of a policy, a programme or a project
- Includes a number of analytical steps
- The Logical Framework Matrix (LFM) describes the logic, chain of results, indicators and assumptions

The Logical Framework Matrix (LFM)

| | Design Elements | Indicators | Means of Verification | Assumptions |
|-----------------------|--------------------------|-----------------------------|-----------------------|-------------|
| Contribute towards. | Overall Objective | Users | | |
| Achieve realistic.... | Outcome | Counterpart institution | | |
| Produce tangible... | Outputs | | | |
| Perform..... | Activities | Project implementation team | | |
| Provide | Inputs | | | |

Design assessment: Quality, technical, safety

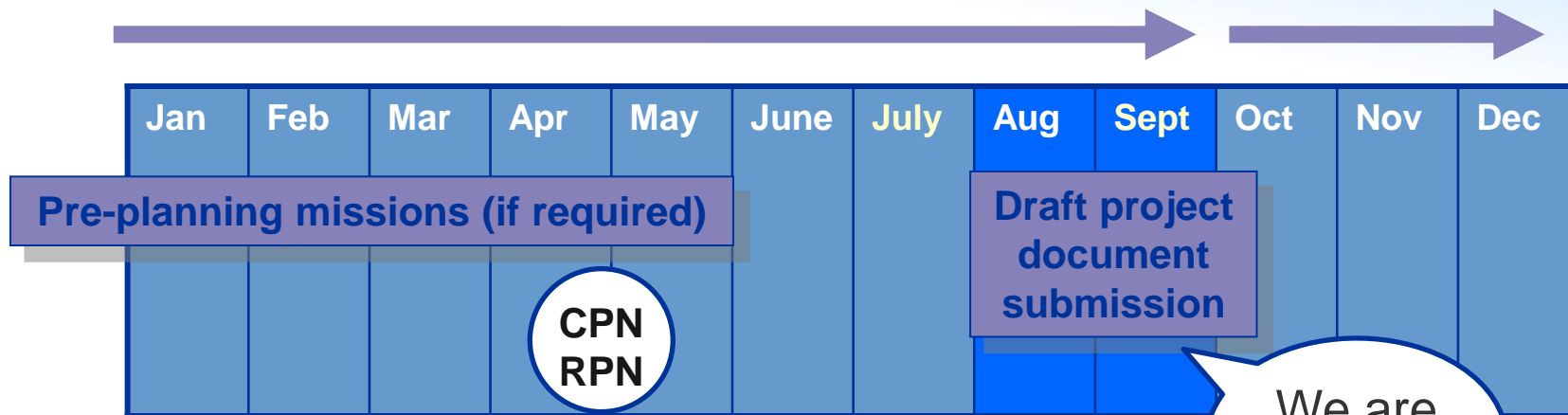
- Project Management Officer (PMO) and Technical Officer (TO) participate in project review
- Two independent quality reviews during the process
- Project designs reviewed for compliance with the Statute, INFCIRC/267, and all relevant decisions of the Agency's Policy-Making Organs and the Security Council

TC programme planning timeline

Phase I

Phase II

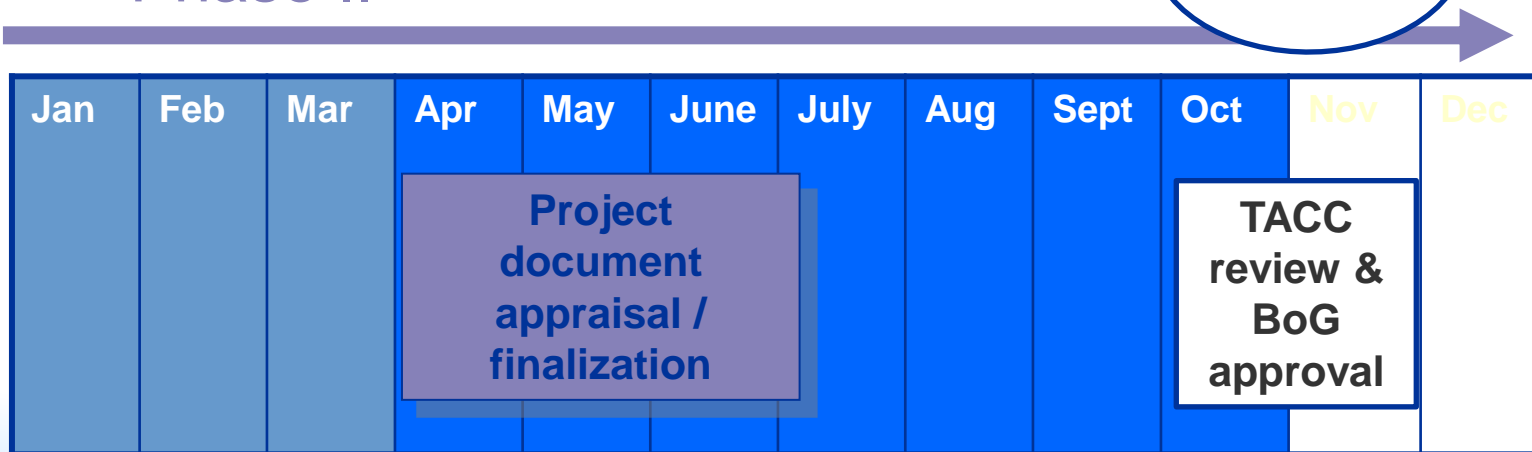
2016



We are here

Phase II

2017



Secretariat support throughout the planning process

- Guidelines and training for the Planning and Design of the TC programme – Logical Framework Approach applied, quality strengthened
- Pre-planning and pre-project missions to support preparation of programmes, and later, projects
- Identification of safety gaps and needs for additional safety support
- Information on thematic areas for cooperation
- TC Programme Services
- Quality Review guide and checklist

Documents for the Technical Assistance and Cooperation Committee

- Cover document: Technical Cooperation: The Agency's **Proposed** Programme for [date of cycle]
- Technical Cooperation New Project Listings for [date of cycle] by Region and Country, and by Field of Activity Code
- Technical Cooperation Active Project Listings for [date of cycle] by Region and Country, and by Field of Activity Code
- Online ‘non documents’
 - Overview of the Agency’s Proposed [date] Technical Cooperation Programme (interregional, regional and national overviews and new project descriptions, available online only)

Project implementation

- Activation as soon as the National Participation Costs are paid.
- Based on the approved work plan (activities, time and budget)
- TC Mechanisms: Expert missions, fellowships, scientific visits, meetings, workshops and training courses.
- Procurement of equipment and services.

Project monitoring and review

- Project Performance Assessment Report (PPAR) as the main mechanism for project monitoring.
- Other mechanisms:
 - Field Monitoring Methodology
 - Self-Evaluation
 - Outcome Monitoring
 - Expert mission reports
 - Fellowships and scientific visit reports
 - Training course evaluations.
 - Programme Management Officer (PMO) annual Country visit

Information and documentation available on Programme Cycle Management Framework (PCMF)

- Guidelines for the Planning and Design of the IAEA 2018–2019 Technical Cooperation Programme
- Templates
 - To be used to submit proposals (project concepts and designs)
- Reference Desk
 - TC policy and programme reference documents to be followed for the preparation of project concepts and designs
- My TC-PRIDE
 - Updated financial and other information on all ongoing and completed TC projects

PCMF reference desk

Useful Links

➡ [PCMF Reference Desk](#)

➡ [TC PRIDE](#)

➡ [TC Country Profile](#)

➡ [RASIMS](#)

[Home](#) | [My Actions](#) | [My Programme Note](#) | [My Designs](#) | [My Projects](#) | [My TCPRIDE](#) | [Footer](#)

WELCOME TO THE PREPARATION OF THE 2016-2017 TC PROG

COMPLETION OF PROGRAMME SUBMISSION (2015-07-10)

NLOs/NLAs are kindly reminded that the deadline for acknowledging the national programme is 15

FINALIZATION OF PROJECT DESIGNS (2015-03-11)

NLOs and project counterparts are kindly reminded that the deadline for finalizing project designs is

Design phase for 2016-2017 TC projects (2014-11-05)

Member States are kindly reminded that draft national and regional project designs should be subm

Message on Interregional Programme Note (IPN) submission (2014-07-09)

Member States are kindly reminded that the deadline for submission of Interregional concepts is 31

DESIGNING HIGH QUALITY IAEA TECHNICAL COOPERATION PROJECTS (2014-06-10)

We are pleased to announce that a e-learning course on "DESIGNING HIGH QUALITY IAEA TECHN

English: <http://nvlm.iaea.org/olddocs/online/courses/view.php?id=165>

Spanish: <http://nvlm.iaea.org/olddocs/online/courses/view.php?id=168>

This e-learning course provides the basics on the LFA for the development of projects according to

Message on Country Programme Note (CPN) submission (2014-05-21)

NLOs are kindly reminded that the deadline for submission of CPNs is 31 May 2014

Message to NLOs on Country Programme Note (CPN) submission (2014-05-01)

The PCMF IT platform is now open for data entry. Please be aware that only complete CPNs (overview and project concepts) can be submitted. Submission and data entry on IT platform will be based on the information that they contain.

In order to facilitate the process of submitting the CPN to the PCMF IT platform, a training video has been prepared in English, French and Spanish. The video is available on YouTube at the following locations:

English: https://www.youtube.com/watch?v=xkKJHh1-t_k

French: <https://www.youtube.com/watch?v=M2P2yQ0yYk>

Spanish: <https://www.youtube.com/watch?v=FT-0Gd4ATCo>

Please note that the PCMF IT platform will be opened for uploading of project concepts on 01 May 2014. (2014-04-03)

Note Verbale and Guidelines for the Planning and Design of the IAEA 2016-2017 TC Programme (2014-01-31)

Please refer to the Note Verbale on the start of preparations for the 2016-2017 TC programme, including the guidelines and timeframe for the planning and design of the 2016-2017 TC programme.

Note Verbales: [English](#) | [French](#) | [Spanish](#) | [Russian](#) | [Arabic](#) | [Chinese](#)

Guidelines: [English](#) | [French](#) | [Spanish](#) | [Russian](#) | [Arabic](#) | [Chinese](#)

The Concept Phase

Every National Liaison Officer (NLO) is requested to start pre-planning consultations among stakeholders to identify concrete areas where the TC programme can contribute effectively to the Member State's development programme. These consultations will lead to the preparation of the Country Programme Note (CPN), consisting of the country programme overview and national and regional project concepts. The country programme overview is prepared by the NLO who will also prioritize the individual project concepts.

The MS Word templates available on the PCMF IT platform shall be used for preparing the overview and the concepts. Once the PCMF IT platform is opened for data entry (mid-May 2014), the NLO will submit the complete CPN to the IAEA by entering the CPN data into the relevant fields of the PCMF IT platform. The deadline for submission of CPNs is 31 May 2014.

Additional considerations for regional and interregional projects

Regional and interregional project concepts can be submitted by any group of Member States within or outside an existing Regional/Cooperative Agreement, or by the IAEA Secretariat on the basis of the established criteria for these project types. The templates available on the PCMF IT platform shall be used to prepare the concepts. Regional/Cooperative Agreement concepts shall be uploaded to the PCMF IT platform by the respective chairperson. The respective regional Division Director in the Department of Technical Cooperation shall prepare the Regional Programme Note (RPN) consisting of the regional programme overview and regional project concepts selected from among the concepts submitted either a group of countries through their CPNs or a Regional/Cooperative Agreement. The four consolidated RPNs for the four TC regions are made available on the PCMF IT platform by the respective regional Division Directors by 30 August 2014.

The Department of Technical Cooperation prepares the Interregional Programme Note (IPN) consisting of the interregional programme overview and the interregional project concepts that have been positively appraised. The IPN is made available on the PCMF IT platform by 30 August 2014.

THE TC PROGRAMME 2014-2015 HAS BEEN APPROVED (2014-01-06)

At its meeting on 28 November 2013 the IAEA Board of Governors approved the proposed TC programme for 2014-2015.

The Secretariat looks forward to collaborating with Member States in order to achieve the project objectives.

Member States are encouraged to pay their minimum NPGs so that implementation of national projects can start.

New 'My TCPRIDE' Tab (2011-09-09)

Please note that monthly reports on the financial status of ongoing TC projects by country and by project can be accessed through the new 'My TCPRIDE' Tab.

About PCMF

The revised TC programme cycle management framework (PCMF) is based on a flexible methodology, which emphasizes IAEA Member States' prioritization and ownership of the project, and relies on current best practices, user-friendly IT web-based systems and the principle of teamwork. The approach enables the Member State to take responsibility for the formulation and execution of its programme, while allowing stakeholders in the Secretariat to support the process and to collaborate in a transparent manner. It is linked to the Country Programme Frameworks through the identification of project concepts, which are then developed into projects, based upon assessed needs of Member States and joint appraisals in the field. More specifically, this improved approach:

- Focuses more on need assessment and problem analysis supported by the Agency;

Ramirez Garcia, Raul

[How to Login to PCMF?](#)

[Template Download](#)

(as Word 97 doc or above)

Project Document

[National Project Document \(Cat. A\)](#)

[English](#)

[Regional Project Document \(Cat. A\)](#)

[English](#)

[Interregional Project Document \(Cat. A\)](#)

[English](#)

[National / Regional / Interregional Project Document \(Cat. B\)](#)

[English](#)

LPM and WP Template

[English](#)

[Template Download](#)

(as Word 97 doc or above)

Country Programme Note (CPN)

[Country Programme Overview](#)

[English](#) | [French](#) | [Spanish](#)

[National Project Concept](#)

[English](#) | [French](#) | [Spanish](#)

Regional Programme Note (RPN)

[Regional Programme Overview](#)

[English](#) | [French](#) | [Spanish](#)

[Regional Project Concept](#)

[English](#) | [French](#) | [Spanish](#)

Interregional Programme Note (IPN)

[Interregional Programme Overview](#)

[English](#)

[Interregional Project Concept](#)

[English](#) | [French](#) | [Spanish](#)

Useful Links

[PCMF Reference Desk](#)

[TC PRIDE](#)

[TC Country Profile](#)

[RASIMS](#)



Technical Cooperation Programme

*Technical cooperation:
delivering results for
peace and
development*

