ACC Guidance Note
on the Implementation of the
Common Country Assessment (CCA) and
United Nations Development
Assistance Framework (UNDAF) Processes

Approved on behalf of ACC by the
Consultative Committee on Programme and Operational Questions (CCPOQ)
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Common Country Assessment (CCA) and
United Nations Development Assistance Framework (UNDAF) Processes

1. There is a need for ensuring a system-wide approach during the preparation of the Common Country Assessment (CCA) and the United Nations Development Assistance Framework (UNDAF) processes. The involvement of all partners within the UN system in the UNDAF pilot phase and its assessment has been an essential step in this direction.

2. Within the framework of the Administrative Committee on Coordination (ACC), the Consultative Committee on Programme and Operational Questions (CCPOQ) through its Working Group on the Resident Coordinator System is facilitating the required system-wide consultation and collaboration.

3. ACC welcomes the transparent process of consultations in the preparation of the revised draft guidelines on CCA and UNDAF underlining that this process has taken into account the major comments and concerns of the system. The approach taken was seen to fully reflect the participatory nature of the process followed throughout.

4. Based on this positive experience, ACC is confident that the further application and scaling-up of the preparation of CCAs and UNDAFs will be conducted in a fully collaborative manner.

5. The Common Country Assessment (CCA) as a country-based process for reviewing and analyzing the development situation and identifying key issues is recognized as a basis for advocacy, policy dialogue and the preparation of the UNDAF. The flexibility of the CCA may also prove useful in the preparation of other similar planning frameworks of the UN system, particularly those applied to countries in special circumstances. The CCA process provides an excellent opportunity to bring to bear the UN system organizations’ combined knowledge in a fully participatory manner for the benefit of member countries. Regarding UN system’s organizations without field presence, the resident coordinator would implement procedure and modalities for including their inputs into the CCA process.

6. The UNDAF as a strategic instrument for the development operations of the UN system, lays a foundation for enhanced cooperation among the UN system, government and other development partners. As specifically called for in General Assembly resolution 53/192 there is a need for ensuring the full and active participation of the funds and programmes and specialized agencies of the United Nations system. There is, furthermore, the need to lighten the burden on national authorities and United Nations system staff of multiple and complex programming processes. Members of the United Nations system should therefore consider using the UNDAF and CCA as a basis for simplifying and harmonizing their own procedures where necessary as called for by General Assembly resolution 53/192.

7. The successful implementation of the CCA and UNDAF processes on a broader scale requires the appropriate support at all levels and locations, particularly at the country level through the Resident Coordinator System. Simple and cost-effective support should be provided to assist country teams with the UNDAF in a flexible manner on a global basis. It will therefore be important to ensure that such support is provided by each UN system organization in accordance with its mandate, inter alia, through the dissemination of the guidelines to the concerned officials at Headquarters as well as at field level and appropriate briefing and training. Members of the system should provide consistent advice from headquarters to country teams.

8. ACC, through CCPOQ, will continue to monitor the experience with the implementation of the CCA and UNDAF processes with particular emphasis on aspects of system-wide relevance.