

12th ODA PORTFOLIO REVIEW
The (Agency) Portfolio

- I. Introduction
 - A. Mandate of Agency and Sectoral Goals and Objectives
 - Recent developments in the sector (e.g. new strategy, policies, organizational changes, laws/bills, etc. affecting the sector)
 - B. Description of Agency Portfolio
 - Size of ODA Portfolio (loans and grants)
 - List of projects including ongoing and new projects
- II. Outcome of the 12th ODA Portfolio Review
 - A. Assessment of overall accomplishments (emphasize notable accomplishments of projects)
 - Outputs and outcomes of ongoing and completed projects
 - Actions taken on recommendations of the 11th ODA Review, project-level portfolio reviews, etc.
 - B. Physical Performance
 - Current performance vis-à-vis previous performance
 - Overall physical performance
 - Unsatisfactory projects and related issues/problems
 - C. Financial Performance
 - Budget cover, allotments, obligations and expenditures
 - Overall ODA loan/grant performance (include discussion on backlog, financial indicators – availment rate, disbursement rate, disbursement ratio)
 - D. Procurement Processes
 - Extent of delay/s in implementation (civil works, goods and services)
 - Causes of delay/s
 - Measures taken
 - E. Incidences of Cost Overruns
 - Magnitude in comparison with previous reviews
 - Causes of cost overruns
 - Actions being taken/to be taken
 - F. Incidences of Time Delays
 - Length of extensions (aging) in comparison with previous reviews (effect on implementation schedule)
 - Causes of delays
 - Actions being taken/to be taken
 - G. Loan Cancellation/Savings
 - H. Assessment of Agency Performance
 - Qualitative assessment – bottom line assessment of projects (actual and potential problem projects)

ANNEX 7

- Use agency ranking based on disbursement rate and availability rate and apply suggested index in the Agency Performance Index (API), e.g. excellent, satisfactory etc
 - Compare ranking with previous year's ranking/performance
- I. Implementation Issues/Problems – categorize issues based on the following and identify the projects that fall under each
- Budget
 - Procurement
 - Right-of-way (ROW) and resettlement
 - Relending
 - LGU participation
 - Other issues (peace and order, poor performance of contractors/consultants and weak project management)
 - Changes in scope and increases in cost
 - Audits
- J. Measures Taken in 2003 (Lessons Learned) – should also be categorized based on the issues identified including other measures taken in general
- K. Measures for 2004 and Beyond (Recommendations to Improve Agency Portfolio Performance) – could also be categorized based on the issues that were not addressed during the review period and still has to be addressed in succeeding years