

Evaluation Audit Trail Template

(To be completed by Project Management to show how the received comments on the draft report have (or have not) been incorporated into the evaluation report. This audit trail should be included as an annex in the evaluation report.)

To the comments received on (19.05.2023) from the evaluation of the “IOMC Toolbox for Decision Making in Chemicals Management – Phase III”

The following comments were provided in track changes to the draft evaluation report; they are referenced by institution (“Author” column) and track change comment number (“#” column):

Author	#	Para No./ comment location	Comment/Feedback on the draft evaluation report	Evaluator response and actions taken
IOMC Secretariat	1	p.2-3 para 6-8	Paragraphs 6, 7, and 8 are duplicates	Deleted.
IOMC Secretariat	2	p.1, footnote 1	footnote 1 should be changed to: "A tenth organization (the Secretariat of the Basel, Rotterdam and Stockholm conventions) was offered membership in April 2023." (there are still a few steps to go before they are actual members)	Change made.
IOMC Secretariat	3	p.6 , footnote 16	footnote 16 reads "ibid", but I am not sure to what?	Specified.
IOMC Secretariat	4	p.13 box	there seem to be footnotes in this box, but they are not linked	Footnotes deleted.
IOMC Secretariat	5	p.27 box	I am not sure what the highlighted part of sentence means: "SAICM has its own one-stop-shop, SAICM Knowledge, which complements the IOMC Toolbox, and offers to host it on its website."	This has been rewritten to make it clearer: According to a SAICM respondent, SAICM Knowledge reached out to the IOMC Toolbox project offer to host the IOMC Toolbox on the SAICM website.
IOMC Secretariat	6	p.27 para 70	regarding this sentence: "SAICM Knowledge has offered to host the Toolbox on its own website, an offer that was not taken up." I don't personally recall this offer (though that does not mean it did not happen); I do recall that we agreed with SAICM to cross-reference the two platforms on each other's websites.	See answer above. I have added the sentence “Both sites currently reference each other.”
IOMC Secretariat	7	p.36 para 104	"The webinars were not recorded." I believe this is	Two (2) recordings were received from UNITAR.

			incorrect, the webinars were recorded (check with UNITAR and see the webinars website)	Changed the text to say some of the webinars were recorded.
WHO	8	p. 5 para 20	Footnote 15 indicates that ILO provided in-kind contributions only. While that was the original plan, ILO received a small amount of funding in the later part of the project.	The footnote has been deleted.
WHO	9	p.7 para 27	The end date for the FE is given as 30 June 2022. Phase 3 ended 31 October 2022.	Changed.
WHO	10	p.15, para 39	The Quick Start Programme is described as the main mechanism to achieve the objectives of SAICM. The QSP was only one small part of SAICM which was multisectoral and multistakeholder with many objectives. The QSP was one of the few/the only funding mechanism which SAICM had directly, but the QSP was not the main mechanism. The IOMC Toolbox was not tied so tightly to achieving SAICM objectives – they were complementary.	The word 'main' has been deleted.
WHO	11	p. 22, para 60	The suggested changes to the ToC are reflected in Table 2, not table 1.	Change made.
WHO	12	p. 39, para 109	The EURO-Dollar exchange rate is not fixed a year at a time. The €-\$ exchange rate for the project was fixed at the start of the project and the same rate (a blended rate to hedge for future currency movements) was used for the reporting of the project throughout. Differences between how POs handle this situation were encountered, but the reporting method to be used	Changed to say the exchange rate was fixed at the beginning of the project.

			for the project was fixed from the start.	
WHO	13	p.39, para 111	It is also the case that POs are finding it a challenge to write their own final reports because of limited information being retained about webinars and workshops which were convened. Staff departures have also affected the final reporting of the project.	This point has been added to the text.
WHO	14	p.46, para 131	In practice, achieving the objectives of SAICM was complementary to the objectives of the Toolbox project. Most of the chemicals management activities of the POs in recent years (especially the UN agencies) have been related to SAICM in some way. SAICM was not the main mechanism through which the Toolbox project had its impact.	Changed 'main mechanism' to 'important mechanism'.
OECD	15	Executive Summary and Finding 34	To be clear that the evaluation report is for Phase III with respect to Toolbox portal development.	The paragraph has been changed to resolve the issue, as well as Finding 34 and accompanying text.
OECD	16	Text associated with Finding 34	To be clear that that the IOMC Platform had 3 major developments.	This has been made clear in the text accompanying Finding 34.
OECD	17	Text associated with Finding 34	To be clearer as to expected number of visits to the Toolbox portal and to remove the comparison to eChem portal. But please note the Toolbox is targeted to developing countries while the Echem Portal is targeted to all countries, including OECD member countries.	This has been made clearer, with the finding that the expectation of low hundreds rather than thousands of visits to the portal per month is a potential weakness to be tackled in Phase IV.
OECD	18	Table 7	From 2018 to 2019 there was 10% increase of the statistics. 2019 to 2020 the increase was of 43%	See Table 7. From our analysis we indicate that the project exceeded its target by 2.8 times. The increase from January 2018 to October 2022 was calculated to be 512%.

			2020 to 2021 the increase was of 81% 2021 to 2022 the increase was of 52% The increase of visits from 2018 to 2022 was 437%.	
Modifications made as a result of the Presentation of Findings, held 23 May 2023				
Presentation of Findings	19	Table 9	Give more evidence of project outputs	Added Table 9 showing numbers of training workshops, webinars and promotional events held during Phase III
Presentation of Findings	20	Recommendation	Include the inclusion of a GEEW entry point to the Toolbox as a recommendation	Done
Presentation of Findings	21	Para 167	Make it clearer that a major selling point for the Toolbox is as a mechanism that allows the transformation of a general intent to better manage chemicals into a concrete, cross-sectoral implementation plan that can help secure funding for such work in the future	Done
Presentation of Findings	22	Para 98	Say why trained trainers did not train others, which was the expectation after they attended a ToT workshop	Done
Presentation of Findings	23	Recommendations	Overall discussion	Added a recommendation on increasing the Toolbox portal's value proposition as a way to increase visits to the web site by an order of magnitude.
Presentation of Findings	24	Recommendations	Overall discussion	Added a recommendation under Sustainability relating to increasing the Toolbox's relevance to a broader target audience.