

**Critical Ecosystem Partnership Fund
37th Meeting of the CEPF Donor Council
Virtual Meeting
19 November 2020
8:00 a.m. – 9:30 a.m. Eastern Standard Time**

**Wavestone Report on the
Simplifications of CEPF's Administrative and Financial Procedures**

In May 2020, CEPF signed a contract with Wavestone, a French-based consulting firm, to look at the administrative and financial procedures of CEPF in order to identify processes that could be improved or simplified while still complying with donors' requirements. This task had been suggested by AFD, and the contract with Wavestone was funded by AFD as part of the convention CZZ2600.

From May to June 2020, Wavestone organized virtual consultations with 20 individuals from the CEPF Working Group, Conservation International, CEPF Secretariat and CEPF regional implementation teams. In parallel, Wavestone looked at requirements in the different conventions CEPF signed with various donors, and consulted various documents related to CEPF, including the CEPF Operational Manual.

Three interactive sessions took place with CEPF Secretariat staff to discuss the initial findings and refine the results.

A presentation of the results was made by Wavestone in the context of the 64th Working Group Meeting on 15 October 2020. Wavestone identified two sets of procedures that could be simplified. A first set of procedures pertains to CEPF and CI and will be addressed internally. A second set of procedures involving donor requirements includes five topics, presented here:

1. Audits
2. Social and environmental safeguards
3. Reports and indicators
4. Procurement
5. Flow-down terms

The CEPF Secretariat will quickly present the findings and the solutions envisioned to improve the procedures related to these five topics.