

# Process for developing international standards in PPPs<sup>1</sup>

1. This document presents the process through which PPP standards and/or recommendations are developed. This is referred to as the “Open and Transparent Standard Development Process” (OTSDP). Through this process, all stakeholders will be given opportunities to contribute throughout the UNECE PPP standard development process. The guiding principles under which PPP standards are developed are:

- (a) a process led by member States who make the final decisions for approval;
- (b) the active participation of the private sector and other stakeholders; and
- (c) support for the Sustainable Development Goals (SDGs).

2. The seven stages of the Open and Transparent Standard Development Process are described below:

## 1. Project initiation

3. A “project” (i.e. the preparation of a UNECE standard in a mandated sector or process) officially starts when the project proposal has been approved by the Bureau of the Working Party on PPPs (WP PPP), and it has received explicit support (written expressions of support or oral interventions during WP PPP sessions) of at least three Governments. The Bureau of the WP PPP can approve a project proposal in-between sessions of the WP PPP.<sup>2</sup> The Project Proposal must include the purpose, a clearly defined scope, a list of deliverables, geographical focus (which is ‘global’ by default), a list of team members including the Project Leader (where appropriate), resource requirements, and an estimated development schedule including the final submission of the deliverable(s) for approval. The Bureau of the WP PPP will report regularly to the WP PPP on projects approved and under development.

## 2. Stakeholder mobilization

4. Once a project proposal is approved, the UNECE secretariat will start mobilizing a network of key stakeholders in order to set up a Project Team to prepare the draft of the standards. Project Leaders are also encouraged to name one or more Editors to assist the Project Leader in his or her work. If there is no Editor, the responsibility for project drafting and the recording of comments and responses to comments will fall upon the Project Leader. All participants in the Project Team must agree to the intellectual property rights policy. The UNECE secretariat provides administrative and technical support to the Project Teams tasked with developing an initial draft of the standard.

## 3. Developing the initial draft

5. The first project draft will be prepared by the Project Team and it will be reviewed by the PPP Business Advisory Board (BAB). Following feedback from the BAB the draft will be circulated for a public review. Before the public review stage, the UNECE secretariat will invite key stakeholders for their feedback on the initial draft, including other UN Regional Commissions and international organizations such as the World Bank, the ADB, the EBRD, the EIB/EPEC, the

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<sup>1</sup> The process for developing international PPP standards was approved by the Committee on Innovation, Competitiveness and PPPs at its ninth session on 3-4 September 2015 (ECE/CECI/2015/2, decision 2015 – 6b-2 and ECE/CECI/2015/7)

<sup>2</sup> The requirement that a project proposal be supported by at least three Governments was removed by the Team of Specialists on PPPs on the recommendation of its Bureau in 2017.

OECD, UNCITRAL, UNCTAD, IPFA, and CICA (key stakeholders). Sufficient time, not exceeding one month, will be given for input from the BAB and key stakeholders.

6. The involvement of the private sector in the process is crucial considering its vast expertise and knowledge on PPP projects in different countries.

#### **4. Public review**

7. After taking into account the feedback received from all key stakeholders the UNECE secretariat will place the draft of the standard on the UNECE website for a 60-day period. A notification that the draft is available for public review, with the deadlines and description of the public review process will be sent to all WP PPP and CICPPP delegates as well as their networks of experts.

8. The draft standard needs to be inclusive, representing the general interests of the largest possible number of countries and stakeholders. Therefore, all the comments received during the public review stage need to be taken into account by being properly logged in and registered, with the Project Team's responses, on a public website.

9. If significant changes are made to the draft as a result of comments made during the public review, then the revised standard must be posted again for public review, for an additional 30 days. This cycle should be repeated as many times as is necessary for developing a consensus standard of high quality. The definition of "significant" is to be decided by the Project Team, in consultation with the WP PPP Bureau and the secretariat.

#### **5. Endorsement**

10. Once the public review is over, the Project Team, through the UNECE secretariat, will submit the draft standard to the WP PPP Bureau for review and endorsement. The WP PPP Bureau will either endorse the draft or identify the next steps for the Project Team. If endorsed by the WP PPP Bureau, the draft standard will be sent to the WP PPP for its review with a recommendation for endorsement.

#### **6. Approval**

11. The final draft will be reviewed by the WP PPP and if endorsed, the draft will be submitted to CICPPP to validate that all the stages have been carried out. After this stage, the document can be published for distribution and voluntary implementation by member States.

#### **7. Maintenance and Implementation**

12. After publication, the recommendations/standards can be reviewed to take into account new developments. Guidelines for maintenance and implementation procedures will be prepared by the Bureau of the WP PPP. The UNECE PPP Business Advisory Board is mandated to assist countries, upon request, to implement the standards.