

Contents

PREFACE.....	4
SUMMARY.....	5
1. PURPOSE AND CONTENTS OF THIS GUIDE	6
2. THE DEFINITION OF A PPR AND ITS PLACE IN QUALITY MANAGEMENT	6
2.1 Purpose	6
2.2 Function	7
2.3 Occasion	8
2.4 Responsibility	8
2.5 Planning and Implementation	8
2.6 Documentation and Utilization.....	9
3. BEST PRACTICES.....	10
3.1 Checklists.....	10
3.1.1 Checklist for the preparation of a PPR.....	10
3.1.2 Checklist for the implementation of a PPR in the partner country.....	11
3.2 PPR Time Frame	13
3.3 Frequently observed weak points in PPR implementation	14
3.4 Sample of TOR for Contracts for Appraisers/Consultants	16
3.4.1 Areas.....	16
3.4.2 Services	17
ANNEX: STRUCTURE OF THE PPR REPORT	18