

## **Publishing evaluation reports on MFA website**

In principle, all development evaluation reports of the Ministry are public and they are published on MFA website to promote openness and public use of evaluation results. Publishing of evaluation results and reports and the overall communication of development evaluations are based on rules concerning public access to documents. Transparency and openness of development cooperation are promoted also through evaluations according to Finland's International Aid Transparency (IATI) commitments. In some specific cases, there might be parts in the reports that have to be revised before publishing. The head of the unit commissioning evaluations revises the reports and gives a permission to publish them.

Evaluation reports are published on the following websites:

**Project and programme evaluations:** <https://um.fi/development-cooperation-evaluation-reports-project-and-programme-evaluations>

**Comprehensive (EVA-11) evaluations:** <https://um.fi/development-cooperation-evaluation-reports-comprehensive-evaluations>

Development Evaluation Unit (EVA-11) supports the evaluation commissioners in the publishing process together with the Department for Communications (VIE). When the report is ready to be published, the tasks are the following:

- Check the layout of the report
- Make a PDF version of the report
- Choose a title for the evaluation (to be published on the webpage)
- Write a short summary (max. 5-7 lines) of evaluation's main points (to be published on the webpage)
- Send the report, its title and the summary to [EVA-11@formin.fi](mailto:EVA-11@formin.fi)

Examples of the published reports can be seen on the website.

More detailed guidelines can be asked from the Development Evaluation Unit.