

## Series - Policy development and best practice

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### Identity area

Reference code	WB IBRD/IDA ENGY-08
Title	Policy development and best practice
Dates	1975, 1978 - 1997 (Creation)
Level of description	Series
Extent and medium	6.57 linear feet of textual records

### Context area

Name of creator	<a href="#">Energy Sector</a>
Repository	<a href="#">World Bank Group Archives</a>
Archival history	A portion of the records were transferred to the World Bank Group Archives by the Office of the Director, Industry and Energy (IENDR) and its successor in 1995 and 1998, in accordance with approved records retention and disposition schedules. Prior to 1987, non-operational sector records were maintained in the semi-centralized Non-Regional Information Center (NRIC) and arranged under the Bank-wide classification system. NRIC records were transferred to the Archives custody by the Records Management unit in 1994. Additionally, a set of records that were kept in the Energy and Industry Information Center (EISIC) and organized according to the information center filing system were transferred to the Archives in 1988.

### Content and structure area

Scope and content	<p>Series contains records of the Office of the Director, Industry and Energy (IENDR) and successor Energy Department (EGYDR) related to the formulation and review of policy, best practice, and guidelines for energy sector work and lending. A small portion of records relate to the sector's review of World Bank Group internal policy issues regarding diversity, gender, and harassment (1993 - 1997) and various other Bank Group-wide issues (1980 - 1985).</p> <p>Records consist of memoranda between IENDR and IEN divisions, Office of the President (EXC), Office of External Relations (EXT), and other sector units such as Environment Sector regarding discussion and formulation of policies on topics such as the Bank Group financing of nuclear power and related projects. Other records relate to deliberation and preparation of the World Bank's energy policy (1990 - 1994) and exploration of member country solar energy initiatives (1993 - 1996).</p>
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Other topics covered in this period (1991 - 1997) include: rural energy; clean coal initiative; electric power sector good practice; nuclear safety, in discussion with International Atomic Energy Agency (IAEA) and G7; and nuclear safety in Central and Eastern Europe (1975, 1988 - 1994).

Correspondence is filed with background notes, final draft (yellow cover) reports circulated for review and approval, consultant reports, back-to-office reports, best practice papers presented to the Board, review meeting minutes, and internal and external brochures.

The series also includes records centrally maintained in the NRIC (1978 - 1986) and the EISIC (1980 - 1985). NRIC records were organized into files titled general policy and renewable energy policy. These records mostly consist of internal memoranda sent and received by the assistant director, division chiefs, senior advisers, and relate to discussion of policy and approach papers, policy reviews, role of the Energy Department (EGY), Renewable Energy Task Force, and other related topics. Attached to the correspondence are reports, approach papers, and other records.

EISIC policy and procedure files (1980 - 1985) organized chronologically contain mostly internal memoranda covering a broad range of energy and general policy issues such as work practices of project officers, estimating working capital, project documentation and reporting, petroleum sector agreements, comments on a draft report of the task force on auditing of projects, and contributions to the draft Operational Manual (OMS). There is also reference to Bank-wide procedures communicated at the Operations Policy Vice Presidency level (OPSVP) including financial reporting and Managing Committee procedures, and routine Bank-wide administrative procedures. Memoranda are sometimes filed with internal and Board reports and other items.

#### Accruals

Further accruals may be expected.

#### System of arrangement

Certain "series" of records maintained in the EISIC or NRIC that relate to a specific function or unit, in this case the sector "policy" files, were arranged in this functional department series. Original order of folders has been maintained. Records are arranged by subject.

### Conditions of access and use area

Conditions governing access

Records are subject to the World Bank Access to Information Policy.

Conditions governing reproduction

Records are subject to the Copyright Policy of the World Bank Group.

Language of material

- English

### Allied materials area

Related units of description

- See Records of the Energy Sector - Governance, management and oversight ([WB IBRD/IDA ENGY-05](#)) for related correspondence and records concerning energy and lending policy and comments on policy papers, particularly in the general energy files maintained in the NRIC.
- See Central Files - Operational sector files ([WB IBRD/IDA ADMCF-07](#)) for records related to sector lending policy development and review of the Bank's energy development sector that were managed in the central files system from the time of the Public Utilities Division, Projects Department (PRJPU), and successor departments from 1965 to mid-1987.

- See Records of the Sector Policy and Research Vice Presidency (PREVP) and the Sector and Operations Policy Vice Presidency (OSPVP) - Sector policy records ([WB IBRD/IDA 93-01](#)) for related records of policy review and sector work program review maintained by the vice presidency offices that the sector departments previously reported to between 1987 and 1993.
- See World Bank Group [Documents & Reports](#) repository for digitized sector policy and other reports.

### Description control area

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Rules and/or conventions used	Internal World Bank Group Archives rules
Dates of creation revision deletion	19 March 2022