

DP/1998/CRP.1
25 November 1997

ORIGINAL: ENGLISH

Executive Board of the
United Nations Development Programme and
of the United Nations Population Fund
First regular session 1998
19-23 January 1998, New York
Item 1 of the provisional agenda

DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1998

INTRODUCTION

1. In its decision 96/25, the Executive Board decided, inter alia, to introduce an annual work plan for the Executive Board. The present document contains a list of priority issues for UNDP and UNFPA for 1998, and proposes a draft work plan for the Executive Board, taking into account these priority issues as well as the legislation and guidelines established by the Executive Board and discussions held at the third regular session 1997 of the Executive Board.

UNDP

2. For UNDP, the biennium 1998-1999 will be one of implementation and consolidation of legislation adopted and initiatives taken during the current biennium. Priority will be given to implementation of the change management process and the new programming framework, as well as the mobilization of support and resources for poverty eradication programmes. Within the change management process, the focus will be on three major areas: enhanced country focus; effectiveness and impact; and efficiency, accountability and good management.

3. As decided by the Executive Board in 1996, the reports on special funds managed by UNDP are considered on a rotational basis. In 1998, it is proposed that the Board review the report on the United Nations Volunteers.



UNFPA

4. UNFPA priorities for 1998 are fivefold: (a) to increase the Fund's resource base on a more predictable, assured and continuous basis; (b) to continue to evaluate and to increase the effectiveness of programmes throughout the world; (c) to continue to implement new programme priorities and the new approach for resource allocation as contained in Executive Board decisions 95/15 and 96/15, respectively; (d) to improve the manner in which the Fund's programmes address absorptive capacity and resource utilization in programme countries; and (e) to collaborate in the implementation of United Nations system-wide reform efforts. UNFPA will also collaborate with other relevant bodies in preparing for the ICPD + 5 initiatives scheduled for 1999.

UNDP PRIORITY ISSUES FOR 1998

<u>ISSUE</u>	<u>FOLLOW-UP</u>	<u>REPORT TYPE</u>	<u>SESSION</u>
A. Implementation of UNDP 2001	UNDP 2001: Progress report and strategy for implementing next steps, ensuring synergy with the United Nations Reforms (97/15, para. 21)	Oral	First and annual
	Analysis of the introduction of subregional resource facilities (97/15, para. 16)	Official	Annual
B. Implementation of the new programming framework	Implementation strategy for each regional cooperation framework, including performance measurement methodology and timetable for mid-term appraisal	Official	First
	Review of implementation of the programming cycle	Official	Third
	Analysis of results in accelerating programme delivery and strategic options for the future	Official	Third
C. Ensuring programme quality	Strategy for narrowing UNDP priority areas of focus, building on the September 1997 workshop	Official	First
D. Funding strategies and outreach	Strategy for increasing UNDP core resources and creating a more sustainable funding base	CRP	First
	Assessment of lessons learned in mobilizing core as well as non-core resources and strategic options for the future	Official	First
	Options for improving the UNDP communication and information policy as a tool for mobilizing resources and increasing public awareness of UNDP value-added and impact	Official	Annual

UNFPA PRIORITY ISSUES FOR 1998

<u>ISSUE</u>	<u>FOLLOW-UP</u>	<u>REPORT TYPE</u>	<u>SESSION</u>
A. Increase resource base	Further develop resource strategy Explore innovative funding mechanisms Explore ways to ensure stable, predictable income	Official <u>a</u> /	Annual
B. Operationalization of core programme areas	Focus on adolescent reproductive health Implement information strategy and advocacy activities Translate into specific activities at country level Promote involvement of national non-governmental organizations Conduct thematic and programme evaluations	Official <u>a</u> / Oral Official <u>b</u> / Official <u>a</u> / Official	Annual Annual Second and third Annual Annual
C. Implementation of resource allocation approach	Country programming process	Official <u>b</u> /	Second, third and annual
D. Strengthening of internal oversight, audit and accountability	Increase number and quality of management audits and policy application reviews	Official <u>a</u> /	Annual
E. Preparations for ICPD + 5	Status report on preparations	Oral <u>c</u> /	Second and annual
F. Study of absorptive capacity and resource utilization in programme countries	Recommendations on concrete operational measures	Official	Annual

a/ Reported on in the context of the annual report.

b/ Reflected in country programmes and in the annual report.

c/ May be taken up at the second regular session and/or annual session.

/...

EXECUTIVE BOARD OF UNDP/UNFPA

TENTATIVE AGENDA FOR 1998

Table 1. First regular session 1998 (19-23 January 1998)

(5 working days)

Item No.	Nature of report	Action/Information	Time Allotted	Item and subject
1	Official (DP/1998/L.1)	A		<u>ORGANIZATIONAL MATTERS</u>
	Official	A		{ Election of the Bureau
	Official	A		{ Provisional agenda, annotations, list of documents
	Official	I		{ Report on the third regular session 1997
	CRP ^a	A	½ day	{ Decisions adopted by the Executive Board in 1997
				{ Annual work plan 1998 for UNDP/UNFPA Executive Board (96/25)
2	Official	A/I		{ <u>UNFPA/UNDP SEGMENT</u>
				{ Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3)
3	Official	A	½ day	{ <u>UNFPA SEGMENT</u>
				{ <u>UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS</u>

^a An official report will be prepared in-session on the basis of the conference room paper.

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
4	Oral	I	½ day	<u>UNDP SEGMENT</u> <u>UNDP 2001:</u> Follow-up to decision 97/15 - Progress report
5	Official	A		Narrowing the focus (97/15)
6	Official	A	1 day	<u>COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS</u> Implementation strategy papers for regional cooperation frameworks (97/9) Country cooperation frameworks Assistance to Myanmar (96/1)
7	CRP	A/I	1½ days	<u>RESOURCE MOBILIZATION</u> UNDP resources and funding strategy options: "Towards a sustainable funding strategy for UNDP"
	CRP	I		Review of round-table process
	Official	A		Review of modalities of non-core resources (96/44) including follow-up to 97/15 para. 23
			½ day	<u>OTHER MATTERS</u>
	Oral	I	½ day	<u>UNDP/UNFPA/UNICEF JOINT SESSION</u> Exchange of views on the impact of overall United Nations reform on the funds and programmes

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 2. Second regular session 1998 (20-24 April 1998)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1	Official (DP/1998/L.2)	A		<u>ORGANIZATIONAL MATTERS</u> Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the first regular session 1998
				Decisions adopted by the Executive Board at its first regular session 1998
				<u>UNDP/UNFPA SEGMENT</u>
2	Official	A	½ day	<u>REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL</u>
				<u>UNDP SEGMENT</u>
3	Official	A	1 day	Country cooperation frameworks and related matters
				<u>UNFPA SEGMENT</u>
4	Official	A	1½ days	Country programmes and related matters
5				<u>FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS</u>
	Oral	I	¼ day	Criteria and mechanisms for budget adjustments in the event of any significant shortfall in income (97/26)
6				<u>TECHNICAL SUPPORT SERVICES</u>
	Oral	I	¼ day	Review of "Report on an assessment of the TSS specialist posts at headquarters and regional levels" (97/27)
7				<u>STAFF TRAINING ACTIVITIES</u>
	Oral	I	¼ day	Status report on the implementation of evaluation recommendations (97/29)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
8	Official	A	½ day	<u>RESOURCE MOBILIZATION</u> Consequences of resource shortfalls in achieving ICPD goals (97/29)
9	Oral	I	¼ day	<u>OTHER MATTERS</u> including: Update on Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; and
I = information.

Table 3. Annual session 1998 (8-19 June 1998)

(10 working days)

Item No.	Nature of report	Action/Information	Time Allotted	Item and subject
1	Official (DP/1998/L.3)	A		<u>ORGANIZATIONAL MATTERS</u> Provisional agenda, annotations, list of documents/work plan
	Official	A	½ day	Report on the second regular session 1998
				Decisions adopted by the Executive Board at its second regular session 1998
				<u>UNDP SEGMENT</u>
2				<u>ANNUAL REPORT OF THE ADMINISTRATOR</u>
	Official	A		Introduction by the Administrator
	Official	A		Main programme record, including reporting on special funds
	Official	I		Assistance to the Palestinian people
	Official	I	2 days	The United Nations New Agenda for Development in Africa and the Special Initiative for Africa
	Official	I		Reports of the Joint Inspection Unit
3	CRP			Statistical annex
			½ day	<u>UNDP 2001</u> : Follow-up to decision 97/15, para. 16 (Interim report on SURFs)
4	Official	I	½ day	<u>EVALUATION</u>
5	Official	I/A	½ day	<u>UNITED NATIONS VOLUNTEERS</u>
6	Official	I	½ day	<u>COMMUNICATION AND INFORMATION POLICY</u> Follow-up to decision 97/17 (para. 10)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
7	Official	A	½ day	<u>UNITED NATIONS OFFICE FOR PROJECT SERVICES</u> Report on the United Nations Office for Project Services (96/33)
	Official			Report on follow-up on recommendations of the Board of Auditors on UNOPS (97/23)
				<u>UNDP/UNFPA/UNOPS SEGMENT</u>
8	Official	A	½ day	Reports on internal oversight
				<u>UNFPA SEGMENT</u>
9	Official	I	1½ days	<u>REPORT OF THE EXECUTIVE DIRECTOR FOR 1997</u> Introduction by the Executive Director Programme priorities and implementation Resource mobilization Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements Regional overview Statistical annex
10	Official	A	½ day	<u>ABSORPTIVE CAPACITY AND FINANCIAL RESOURCE UTILIZATION (96/27)</u>
11	Official	A	½ day	<u>WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY</u>
12	Official	I	½ day	<u>PERIODIC REPORT ON EVALUATION</u>
13	Oral	I	½ day	<u>INFORMATION AND COMMUNICATION STRATEGY</u> Implementation of decision 97/13
14	Oral	I	½ day	<u>REPORT ON STATUS OF THE COORDINATING COMMITTEE ON HEALTH</u>
15			½ day	<u>OTHER MATTERS</u> including: Briefing on UNAIDS
*				

* NOTE: A Special Event on 1998 State of World Population report will be organized by UNFPA for half a day.

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

Table 4. Third regular session 1998 (14-18 September 1998)

(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1	Official (DP/1998/L.4)	A		<u>ORGANIZATIONAL MATTERS</u>
	Official	A	½ day	Provisional agenda, annotations, list of documents
	CRP	I		Report on the annual session 1998
				Decisions adopted by the Executive Board at the annual session 1998
				Outline for Executive Board work plan 1999
				<u>UNDP SEGMENT</u>
2				<u>UNDP 2001: Progress report</u>
3	Official	I/A		<u>FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS</u>
	Official	I		Report on the implementation of the budget for biennium 1998-1999 (97/24)
		I	1 day	Annual review of the financial situation 1997
				Activities of the Inter-Agency Procurement Services Office
				Subcontracts awarded and major equipment ordered
				Review and revision of UNDP Financial Regulations and Rules
4	Oral		½ day	<u>UNIFEM (97/18)</u>
5	Official	A		<u>COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS</u>
	Oral	I	½ day	Review of implementation of the new programming cycle
				Report on implementation of the first country cooperation framework for Nigeria (97/25)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
6	Official	A	½ day	<u>UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS</u> Revised budget estimates for the biennium 1996-1997
	Official	I		Audit reports
				<u>UNFPA SEGMENT</u>
7	Official	I		<u>FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS</u> Annual financial review, 1997
	Official	I	1 day	Status of financial implementation of country programmes
	Official	I		Multi-bilateral and trust fund arrangements (97/26)
	Official	I		Progress in implementing the support budget for 1998-1999 (97/26)
8	Official	A	½ day	<u>SOUTH-SOUTH COOPERATION</u> "Partners in Population and Development" (96/9)
9	Official	A		<u>COUNTRY PROGRAMMES AND RELATED MATTERS</u>
10	Oral	I	½ day	<u>OTHER MATTERS</u> including: - Field visits - Status report on the Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; I = information; and UNOPS = United Nations Office for Project Services.
