



**Executive Board of
the United Nations
Development Programme
and of the United Nations
Population Fund**

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ORIGINAL: ENGLISH

Third regular session 1999
13-17 September 1999, New York
Item 1 of the provisional agenda

ORGANIZATIONAL MATTERS

Provisional agenda, annotated list of documents and work plan

Note by the Executive Board secretariat



PROVISIONAL AGENDA

Item 1. Organizational matters

UNDP segment

Item 2. Financial, budgetary and administrative matters

Item 3. Country cooperation frameworks and related matters

Item 4. Special funds and programmes

Item 5. UNOPS: Financial, budgetary and administrative matters

UNFPA segment

Item 6. Financial, budgetary and administrative matters

Item 7. Technical support services

Item 8. Country programmes and related matters

Item 9. Other matters

ANNOTATED LIST OF DOCUMENTS

ITEM 1. ORGANIZATIONAL MATTERS

Provisional agenda, annotations,
list of documents and work plan DP/1999/L.4

The Executive Board will adopt the agenda for the session and agree on the work plan. A tentative work plan is contained in the annex to the present note. In accordance with its past practice, should the Board complete consideration of an item before an indicated date or time, it may move immediately to the next item on its work schedule.

Report on the second regular session 1999 DP/1999/13

Report on the annual session 1999 DP/1999/28

The Executive Board will approve the reports on its second regular and annual sessions 1999.

Decisions adopted by the Executive Board
at its annual session 1999 DP/1999/29

A compilation of decisions adopted by the Executive Board at its annual session 1999 is made available in this document.

List of items to be taken up by the
Executive Board in the year 2000 DP/1999/CRP.11

UNDP SEGMENT

ITEM 2. FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Multi-year funding framework 2000-2003:
Report of the Administrator DP/1999/30

The report responds to Executive Board decisions 98/23 and 99/1 relating to the UNDP funding strategy. It contains the first UNDP proposed multi-year funding framework for the period 2000-2003. It consists of a strategic results framework and an integrated resources framework, together with accompanying analysis.

The strategic results framework identifies goals, sub-goals, strategic areas of support and projected outcomes. The integrated resources framework provides a comprehensive financial overview of the projected use of financial resources over the MYFF period.

The Executive Board may wish to comment on and endorse the MYFF 2000-2003.

Budget estimates for the biennium 2000-2001:
Report of the Administrator DP/1999/31

The document is submitted in line with Executive Board decisions 97/6 (Item 5) and 98/23. The biennial support budget is presented as an integral part of the multi-year funding framework, whereas the budget estimates for the funds administered by UNDP are presented as separate entities.

Report of the Advisory Committee on Administrative and Budgetary Questions on the United Nations Development Programme budget estimates for the biennium 2000-2001

DP/1999/33

The report of the Advisory Committee on Administrative and Budgetary Questions on the United Nations Development Programme budget estimates for the biennium 2000-2001 will be presented under this item.

The Executive Board may wish to adopt appropriation decisions for UNDP and for the Funds administered by UNDP for the biennium 2000-2001.

Annual review of the financial situation, 1998

DP/1999/32

Detailed information relating to the annual review of the financial situation, 1998

DP/1999/32/Add.1

The report reviews the financial situation of the United Nations Development Programme for 1998. It presents the financial analysis of all activities administered by UNDP. Detailed statistical information is contained in the addendum to the document.

Special audits of UNDP information systems and change management expenditures

DP/1999/CRP.10

The report is prepared in response to the recommendation of the Advisory Committee on Administrative and Budgetary Questions that a special investigation be carried out on the appropriateness of the payments made to contractors for tasks relating to information systems and change management.

1998 Annual statistical report, including procurement of goods and services

DP/1999/34

The report provides details on procurement during 1998, including by country of supply to the United Nations system under UNDP funding and other sources of funding. In addition to the procurement of goods and services, it covers international and national project personnel, including fellowships and volunteers by nationality and gender.

Information on United Nations system technical cooperation expenditure, 1998

DP/1999/35

This document contains a summary of technical cooperation expenditure by the United Nations system during 1993-1998. It also includes a summary of extrabudgetary contributions to the executing agencies.

Information on United Nations system regular and extrabudgetary technical cooperation expenditure

DP/1999/35/Add.1

1998 financed from sources other than UNDP: Statistical annex

This document presents more detailed information on technical cooperation expenditure in statistical form.

The Executive Board may wish to take note of the above documents.

ITEM 3. COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

Assistance to the Democratic Republic of the Congo: DP/1999/36
Note by the Administrator

The Executive Board may wish to authorize the Administrator to approve assistance to the Democratic Republic of the Congo on a case-by-case basis.

First country cooperation framework for the Central African Republic	DP/CCF/CAF/1
First country cooperation framework for Antigua and Barbuda	DP/CCF/ANT/1
First country cooperation framework for Ecuador	DP/CCF/ECU/1
First country cooperation framework for Haiti	DP/CCF/HAI/1
First extension of first country cooperation framework for Eritrea	DP/CCF/ERI/1/EXT.I

The Executive Board may wish to approve the above country cooperation frameworks.

ITEM 4. SPECIAL FUNDS AND PROGRAMMES

United Nations Capital Development Fund: DP/1999/37
Report of the Administrator

The report contains details of the independent evaluation of UNCDF, which determined that the Fund has responded to the challenges presented by the Executive Board in its decisions 95/9 and 97/8.

The Executive Board may wish to endorse and support the efforts of UNCDF to concentrate its area of activity on good local governance, decentralization and participation within the context of its mandate and to encourage all countries to increase their contributions to the fund.

ITEM 5. UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

UNOPS: Revised budget estimates for the DP/1999/39
biennium 1998-1999 and budget estimates for the
biennium 2000-2001:
Report of the Executive Director

Report of the Advisory Committee on Administrative
and Budgetary Questions on UNOPS budget estimates
for 2000-2001

DP/1999/41

The estimates contained in DP/1999/39 have been reviewed and approved by the Management Coordination Committee and submitted to ACABQ. They continue to reflect the distinction between recurring and non-recurring expenditures established in Executive Board decision 98/20 and are based on documented growth in the UNOPS project portfolio. They are expected to be fully funded through income derived from services provided by UNOPS, consistent with the self-financing principle.

The Executive Board may wish to approve the revised budget for the biennium 1998-1999 and the budget estimates for the biennium 2000-2001.

UNOPS: Level of the operational reserve:
Report of the Executive Director

DP/1999/40

The report is submitted pursuant to Executive Board decision 97/21 and has been reviewed and endorsed by the Management Coordination Committee.

The Executive Board may wish to endorse the proposal that the present level of the operational reserve remain in effect through the current and next bienniums.

UNOPS: Responsibility of the United Nations Office
for Project Services in personnel matters:
Report of the Executive Director

DP/1999/38

Pursuant to Executive Board decision 99/12, the Executive Director is submitting a detailed proposal on the responsibility of the Office in personnel matters. The report has been prepared in collaboration with the Administrator and in consultation with all interested parties, and has been reviewed and endorsed by the Management Coordination Committee.

The Executive Board may wish to endorse the issuance by the Secretary-General of a broad delegation of authority in the area of personnel, including the authority for UNOPS to issue letters of appointment.

UNFPA SEGMENT

ITEM 6. FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Estimates for the biennial support budget
for 2000-2001

DP/FPA/1999/11

In accordance with Regulation 9.3 of Article IX of the Financial Regulations and Rules of the United Nations Population Fund, the Executive Director submits estimates for the biennial support budget for 2000-2001.

The Executive Board may wish to approve the biennial support budget for 2000-2001.

Report of the Advisory Committee on Administrative and Budgetary Questions DP/FPA/1999/14

The report summarizes comments made by the Advisory Committee on Administrative and Budgetary Questions on the biennial support budget estimates for 2000-2001.

Annual financial review 1998 DP/FPA/1999/13

This report summarizes the financial situation of UNFPA in 1998 for the information of the Executive Board. For purposes of comparison, financial information for 1997 is also included in the text and tables.

The Executive Board may wish to take note of the above document.

ITEM 7. TECHNICAL SUPPORT SERVICES

The UNFPA Technical Advisory Programme, 2000-2003 DP/FPA/1999/12

This report is submitted to the Executive Board in response to decision 98/6. It reviews system changes, achievements and lessons learned during 1996-1999; outlines the needs and aims of technical assistance in country programmes; and provides proposals for meeting those needs over the period 2000-2003. An analysis of the financial and budgetary aspects is included in the report.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/FPA/1999/12.

ITEM 8. COUNTRY PROGRAMMES AND RELATED MATTERS

Assistance to the Government of Azerbaijan	DP/FPA/AZE/1
Assistance to the Government of Kazakhstan	DP/FPA/KAZ/1
Assistance to the Government of Kyrgyzstan	DP/FPA/KGZ/1
Assistance to the Government of Pakistan	DP/FPA/PAK/6
Assistance to the Government of the Philippines	DP/FPA/PHL/5
Assistance to the Government of Tajikistan	DP/FPA/TJK/1
Assistance to the Government of Turkmenistan	DP/FPA/TKM/1
Assistance to the Government of Uzbekistan	DP/FPA/UZB/1

The Executive Board may wish to approve the above country programmes.

Extension of Assistance to the Government of Haiti DP/FPA/HTI/2/EXT1

The Executive Board may wish to approve the above extension of a country programme.

ITEM 9. OTHER MATTERS

Joint United Nations Programme on HIV/AIDS

Oral report

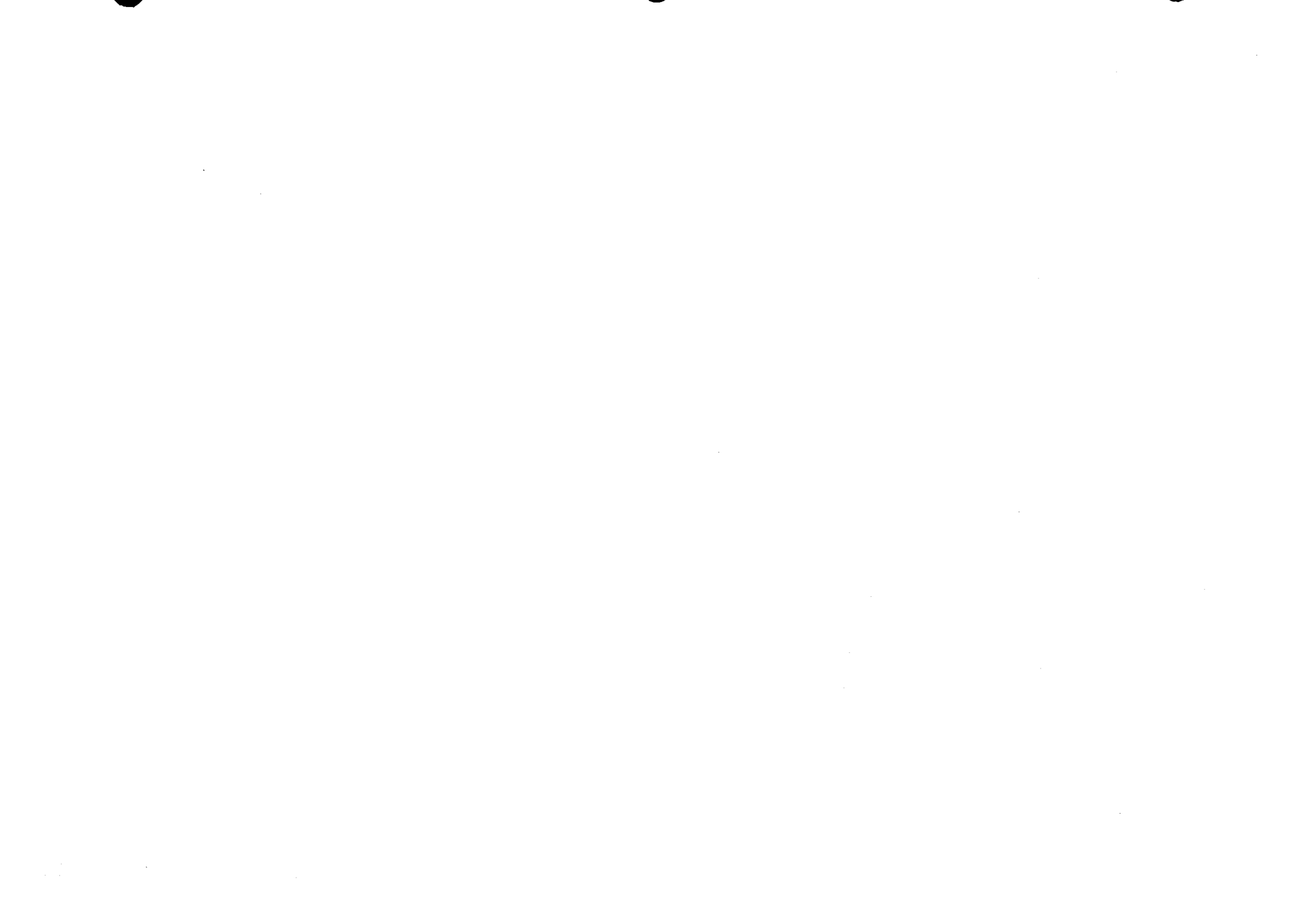
As requested by the Executive Board, a representative of UNAIDS will present an oral report on the activities of UNAIDS in 1998 as they relate to UNDP and UNFPA.

The Executive Board may wish to take note of the oral report.

TENTATIVE WORK PLAN
 EXECUTIVE BOARD OF UNDP/UNFPA
 THIRD REGULAR SESSION 1999
 (13-17 SEPTEMBER 1999)

DAY/DATE	TIME	ITEM	SUBJECT
MONDAY 13 SEPT	A.M.	1	<p><u>Organizational matters</u>: Agenda for the session, reports on the second regular session and annual session 1999, list of items to be taken up in 2000.</p> <p style="text-align: center;">UNDP segment</p>
		2	<p>UNDP: Financial, budgetary and administrative matters</p> <ul style="list-style-type: none"> - Multi-year funding framework 2000-2003 - Budget estimates for the biennium 2000-2001 - Special audits of UNDP information systems and change management expenditures - Report of ACABQ - Annual review of the financial situation, 1998 - 1998 Annual statistical report, including procurement of goods and services - Information on United Nations system technical cooperation expenditure, 1998 - Information on United Nations system regular and extrabudgetary technical cooperation expenditure 1998 financed from sources other than UNDP: Statistical annex
	P.M.	2	UNDP: Financial, budgetary and administrative matters (continued)

DAY/DATE	TIME	ITEM	SUBJECT
TUESDAY 14 SEPT	A.M.	2	UNDP: Financial, budgetary and administrative matters (continued)
	P.M.	6	UNFPA segment UNFPA: Financial, budgetary and administrative matters - Biennial support budget - Report of ACABQ - Annual financial review, 1998
WEDNESDAY 15 SEPT	A.M.	6	UNFPA: Financial, budgetary and administrative matters (continued)
	P.M.	5	UNOPS: Financial, budgetary and administrative matters - Revised budget estimates for the biennium 1998-1999 and budget estimates for the biennium 2000-2001 - Level of the operational reserve - Report of the Advisory Committee on Administrative and Budgetary Questions on UNOPS - Responsibility of UNOPS in personnel matters
THURSDAY 16 SEPT	A.M.	7	UNFPA: Technical Support Services - The UNFPA Technical Advisory Programme, 2000-2003
	P.M.	8	UNFPA: Country programmes and related matters
		3	UNDP: Country Cooperation Frameworks and related matters
FRIDAY 17 SEPT	A.M.	4	UNDP: Special funds and programmes (UNCDF)
	P.M.	9	Other matters - Joint United Nations programme on HIV/AIDS - Pending decisions - Organizational matters
		1	





DP/1999/CRP.11
8 September 1999

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Third regular session 1999
13-17 September 1999, New York
Item 1 of the provisional agenda

ORGANIZATIONAL MATTERS

List of items to be taken up by the Executive Board
in the year 2000

The Executive Board may wish to review and approve the attached list of items with regard to the draft work plan for 2000. A draft work plan, including the allocation of items by session, will then be submitted to the Executive Board for approval at its first regular session 2000.



List of items to be taken up by the Executive Board
in the year 2000

<u>Joint items</u>	<u>Report to be submitted</u>
1. Organizational matters: Executive Board work plan for 2000	Written
2. Reports to the Economic and Social Council (UNDP/UNFPA)	Written
3. Internal audit and oversight (UNDP/UNFPA/UNOPS)	Written
4. Implementation of the recommendations of the Board of Auditors	Written
5. UNDP/UNOPS evaluation of relations (decision 99/12, para. 3)	Written
6. Field visits	Written
7. Other matters, including report on HIV/AIDS (UNDP/UNFPA)	Oral
8. Joint Executive Boards session (UNDP/UNFPA/UNICEF + WFP)	Written or oral (depending on the issue)
<u>UNDP items</u>	
9. Annual report of the Administrator	Written
10. Results-oriented annual report (ROAR)	Written
11. Report on change management	
12. Funding commitments to UNDP	Written
13. Evaluation	Written
14. Communication and advocacy	Written
15. Country cooperation frameworks and related matters:	
(i) CCFs and reviews of CCFs	Written
(ii) RCFs and reviews of RCFs	Written
(iii) Other programme matters	Written or oral (depending on the issue)
16. UNIFEM	Written
17. UNV	Written
18. UNDP financial, budgetary and administrative matters	Written
19. Round-table process: Evaluation	Written

<u>UNFPA items</u>	<u>Report to be submitted</u>
20. Annual report of the Executive Director	Written
21. ICPD + 5	Written
22. UNFPA multi-year funding framework	Written
23. Funding commitments to UNFPA	Written
24. Information and communication strategy	Written
25. Work plan and request for programme expenditure authority	Written
26. Periodic report on evaluation	Written
27. Country programmes and related matters	Written
28. UNFPA programming processes	Written
29. Sector-wide approaches	Written
30. Technical support services	Written
31. Emergency assistance	Written
32. Financial, budgetary and administrative matters	Written
33. UNFPA resource allocation system	Written
34. Oral report on the Coordinating Committee on Health	Oral
<u>UNOPS items</u>	
35. Annual report of the Executive Director	Written
36. UNOPS financial, budgetary and administrative matters	Written
