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
ITEM 1. ORGANIZATIONAL MATTERS

Provisional agenda, annotations, list of documents and work plan

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
Report on the annual session 1999

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

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

ITEM 2. FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS


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.

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.


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

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

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

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

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

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
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

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

Report of the Executive Director
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:

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:

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

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

Report of the Advisory Committee on Administrative and Budgetary Questions

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

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

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  
Assistance to the Government of Kazakhstan  
Assistance to the Government of Kyrgyzstan  
Assistance to the Government of Pakistan  
Assistance to the Government of the Philippines  
Assistance to the Government of Tajikistan  
Assistance to the Government of Turkmenistan  
Assistance to the Government of Uzbekistan

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

Extension of Assistance to the Government of Haiti

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)

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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

**Joint items**

1. Organizational matters: Executive Board work plan for 2000
2. Reports to the Economic and Social Council (UNDP/UNFPA)
3. Internal audit and oversight (UNDP/UNFPA/UNOPS)
4. Implementation of the recommendations of the Board of Auditors
5. UNDP/UNOPS evaluation of relations (decision 99/12, para. 3)
6. Field visits
7. Other matters, including report on HIV/AIDS (UNDP/UNFPA)
8. Joint Executive Boards session (UNDP/UNFPA/UNICEF + WFP)

**UNDP items**

9. Annual report of the Administrator
10. Results-oriented annual report (ROAR)
11. Report on change management
12. Funding commitments to UNDP
13. Evaluation
14. Communication and advocacy
15. Country cooperation frameworks and related matters:
   (i) CCFs and reviews of CCFs
   (ii) RCFs and reviews of RCFs
   (iii) Other programme matters
16. UNIFEM
17. UNV
18. UNDP financial, budgetary and administrative matters

Report to be submitted

Written

Written

Written

Written

Written

Written or oral (depending on the issue)

Written

Written

Written

Written

Written or oral (depending on the issue)

Written

Written

Written

Written
UNFPA items

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

UNOPS items

35. Annual report of the Executive Director
36. UNOPS financial, budgetary and administrative matters