

UNITED NATIONS DEVELOPMENT PROGRAMME



UNDP

Distr.
General

DP/1982/INF/4/Add.1
21 May 1982

ORIGINAL: ENGLISH

GOVERNING COUNCIL
Twenty-ninth session
June 1982, Geneva
Agenda item 2

ADOPTION OF THE AGENDA AND OTHER ORGANIZATIONAL MATTERS

Control and limitation of documentation

Note by the Secretariat

In a letter dated 11 March 1982, the Administrator replied to the letter of the Secretary-General contained in DP/1982/INF/4. The text of this letter is reproduced for the information of delegations and reads as follows:

"Your recent directives to further control and limit documentation constitutes important steps towards alleviating a problem which has reached disquieting proportion and which has increasingly tended to impede the work of United Nations bodies. I am immediately taking all necessary steps within UNDP to ensure compliance with the letter and spirit of your decisions, as you requested in your letter of 24 February 1982. I concur fully with your view that a paramount objective of Secretariat activities should be to produce concise documents on time, in order to facilitate the efficient conduct of meetings.

"The documentation for the UNDP Governing Council, as a subsidiary organ of the General Assembly, has traditionally been processed by the Secretariat with admirable skill and efficiency. I am fully aware that the sheer volume of this material has placed a considerable burden every year on the documentation services of the Secretariat. With this in mind, and to progressively reduce our demand on the central conference services, UNDP, jointly with delegations to its Governing Council, has consistently striven to rationalize and streamline its operations. The most far-reaching and conspicuous action in that regard was taken with respect to documentation. It may therefore be appropriate if I review briefly the major accomplishments of that endeavour, implying, as they do, significant savings to the United Nations.

"For one, the Governing Council, upon the recommendation of the secretariat, adopted last year for the first time an indicative quota of 1500 pages as maximum volume for all policy and background papers to be submitted to the Council's 1982 session. It is with great satisfaction that I can report to you that UNDP has managed to keep the total volume of such papers for that session to a mere 1200 pages, representing a voluntary reduction of 20 per cent of the original target set by the Council.

/...

"Furthermore, a quick glance at the decreasing overall volume of documentation highlights another feature of our accomplishments: in 1973 this volume involved 6,000 pages of documentation, including submission of 48 country programmes; in 1979 it amounted to 4,000 pages, including the presentation of 28 country programmes; by comparison, in 1982, it will only be 2,400 pages including the consideration of 73 country programmes.

"The associated real savings this year when compared with 1973 surpass \$1,500,000, further compounded by savings which will accrue as a result of the fact that we will issue this year for the first time all country programmes in three rather than in four languages, as has been the practice in the past.

"While I look at these developments with satisfaction I wish to assure you that UNDP shall not rest on its laurels. In addition to bringing the contents of your letter to the attention of the Governing Council, I pledge to you that the Council will be fully apprised of your recent decisions so as to enable it to harmonize its practices with the new United Nations policy".

(Signed)"Bradford Morse"