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S U P P O R T

MATTERS RELATING TO THE WORK OF THE COUNCIL IN 1985

Waiver of the 10-week rule for certain documents
to be submitted to the Council at its thirty-second
session, 4-28 June 1985

Note by the secretariat

1. Following the procedure established last year in response to Governing Council decision 83/40, operative paragraph 5, a schedule for the preparation and submission of documents for the Council at its thirty-second session was drawn up with dates for the transmission of these documents to the Department of Conference Services given as at least 10 weeks before the start of the session. The secretariat is making every effort to ensure the timely preparation of documents and it is expected that the deadlines for transmission to Conference Services of the vast majority of documents will be met.

2. As was the case in 1983, however, with respect to certain documents submitted to the Council at its thirty-first session, 1/ some documents requiring the inclusion of financial and/or statistical data for 1984 (information not expected to be available until March or April 1985) will not be ready in useful form in time to meet the 10-week deadline. Details regarding each of these documents are provided below.

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3. Under provisional agenda item 4(a), Annual report of the Administrator for 1984, the Administrator's report will be issued in four parts: the introduction by the Administrator containing main policy issues; "The main programme record" in addendum 1; "Project results and Programme accomplishments" in addendum 2; and statistical annexes in addenda 3-6. The introduction by the Administrator and addendum 2 will be submitted to Conference Services before the 10-week deadline, as scheduled. Information required to produce addendum 1, however (which will include summary expenditure tables by agency, component, etc.), will not be available until the second week in April. Taking into account the time needed for narrative analysis and integration of the data into the final text of the annual report, addendum 2 will not be submitted until 19 April, three weeks after the 10-week deadline. Similarly, the statistical data required to produce addenda 3-6 - including expenditure and delivery data with respect to experts, equipment, subcontracts and fellowships, both for UNDP and the funds administered by it - will become available only at the beginning of April, resulting in a delay of two weeks beyond the 10-week deadline.

4. Under provisional agenda item 4(b), Implementation of decisions adopted by the Governing Council at previous sessions, two documents are to be prepared relating to the strengthening of organizational units within UNDP: Strengthening of the Division of Information (Governing Council decision 84/7, operative paragraph 2); and Strengthening of field offices in Africa (Governing Council decision 84/18, operative paragraph 10). While the main parts of these reports will be completed well before the 10-week deadline, the specific recommendations of the Administrator to the Council will depend on overall budgetary considerations and, as such, will be subject to the same delays as those applying to the preparation of the revised budget estimates for 1984-1985 and the budget estimates for the 1986-1987 biennium. (See paragraph 8 below.)

5. Under provisional agenda item 5(a), Programme planning: preparations for the fourth programming cycle, the relevant report of the Administrator cannot begin to be finalized until after the conclusion of the special meeting of the Governing Council on preparations for the fourth programming cycle on 22 February 1985. Although considerable work has already been done relative to the various alternatives for the allocation of the Programme's resources during the fourth cycle, 1987-1991, it is likely that requests for additional calculations will emanate from the special meeting. Taking into account the work involved in this respect, as well as the time consumed in the normal clearance, editing and submission procedure, and in order to ensure that the United Nations is well prepared to process this important document without delay, the report is scheduled to be submitted to Conference Services on 9 April 1985, some 10 days after the 10-week deadline.

6. Under provisional agenda item 8(d), Technical co-operation among developing countries (TCDC), a report on the use of Special Programme Resources for action-oriented promotional activities for TCDC will be prepared based on feedback from Governments and UNDP resident representatives on the activities and results of projects being supported from these funds. Many of the approved projects are currently under implementation, while some are about to commence operation. In order to provide the Council with as much

information as possible, the report of the Administrator analyzing the results of these activities will not be completed until the end of the first quarter of 1985 and will be submitted to Conference Services on 5 April, about one week after the 10-week deadline.

7. Under provisional agenda item 9(a), Annual review of the financial situation in 1984, the preparation of the relevant document is dependent on the submission of financial data by the executing agencies. By interagency agreement, the deadline for submission of such data to UNDP is 15 March to allow for the recording of transactions originating in the field. An earlier cut-off date is not considered feasible. Taking into account the time required to analyze the data and to prepare the comprehensive review, the document is scheduled to be submitted to Conference Services on 18 April 1985, some three weeks after the 10-week deadline.

8. Under provisional agenda items 9(b)(i) and (ii), Revised budget estimates for 1984-1985 and budget estimates for the 1986-1987 biennium, preparation of the relevant documents - including the consolidated table showing estimated gross expenditures requested in operative paragraph 8 of Governing Council decision 84/32 - is dependent on the closing of the accounts for 1984. The resultant data are required not only for preparing the expenditure table but also for finalizing the 1984-1985 revised estimates which, in turn, form the base for preparation of the 1986-1987 estimates. Taking into account the time required to analyze, assess and reconcile the individual budget requirements of field offices and headquarters units with the overall growth and policy directives set by the Administrator, the revised estimates for 1984-1985 and the estimates for 1986-1987 will not be submitted to Conference Services until 24 and 25 April respectively, some four weeks after the 10-week deadline. The consolidated table showing estimated gross expenditures for 1984-1985 will be submitted on 18 April, some three weeks after the 10-week deadline.

9. Under provisional agenda item 10(a), Other matters: United Nations system regular and extrabudgetary technical co-operation expenditures, the relevant report of the Administrator cannot be completed before the month of June since the financial data from the executing agencies are not final and submitted to UNDP until early May. The tables and accompanying text in the Administrator's report cannot be finalized until all data have been submitted and verified. As has been the case for a number of years, the document will be submitted to Conference Services during the first week in June 1985.

10. In view of the reasons set forth above with regard to the late submission of the documents in question, the secretariat is requesting that the Council waive its requirement that they be transmitted to the Department of Conference Services at least 10 weeks before the beginning of the Council's thirty-second session.

Notes

1/ See DP/1984/2 and Corr.1

