

UNITED NATIONS DEVELOPMENT PROGRAMME



UNDP

Distr.
GENERAL

DP/WGOC/16
11 January 1978

ORIGINAL: ENGLISH

GOVERNING COUNCIL
INTERGOVERNMENTAL WORKING GROUP ON OVERHEAD COSTS
First Meeting
January 1978

PROVISIONAL ANNOTATED AGENDA

1. Opening of the session

The first session of the intergovernmental Working Group on Overhead Costs will be opened by the President of the Governing Council.

2. Adoption of the agenda

3. Exchange of views on the questions to be examined by the intergovernmental Working Group

The terms of reference of the intergovernmental Working Group are contained in paragraph 3 of the decision of UNDP Governing Council adopted at its 388th meeting on 29 June 1977 which appears in the Note by the Administrator on Agency Overhead Costs, as an annex to document DP/WGOC/11. The Working Group may wish to have an exchange of views in order to identify the various questions which have to be examined pursuant to the decision of the Council. The Group may also wish to consider how to best organize its work in this respect.

4. Consideration of the documentation before the intergovernmental Working Group

Views of the United Nations Board of Auditors, the Advisory Committee on Administrative and Budgetary Questions and the Executing Agencies received to date on the question of overhead costs are reproduced in documents DP/WGOC/1-15. According to paragraph 2 of the above mentioned decision of the Governing Council, these views on the question of "overhead" including inter alia a clearer definition of the term "overheads" and the cost elements involved, would be a starting basis for the work of the Group.

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The deliberations of the Council leading to its decision to establish the Group are contained in the report of the Governing Council on its twenty-fourth session (E/6013/Rev.1, paragraphs 324 to 347). The Council had before it, at that time, a report of the Administrator on agency overhead costs (DP/259 and Add.2); a note on the views of the Inter-Agency Consultative Board (DP/259/Add.1); and the comments of the Advisory Committee on Administrative and Budgetary Questions, (DP/284). These documents as well as a note on the background of the question of Agency overheads (DP/WGOC/CRP.1) are available to the intergovernmental Working Group.

Following the consideration of these documents, the intergovernmental Working Group may decide what further information and documentation it may need for its future work.

5. Programme for future work of the intergovernmental Working Group

In accordance with the decision of the Governing Council, the intergovernmental Working Group is to work during sessions of the Governing Council and only if necessary between sessions. The Group will have to present its report to the Governing Council at its session in 1979, with an interim report at the session in June 1978. The intergovernmental Working Group, therefore, may wish to consider necessary arrangements for its future work, including a time-table.

6. Any other matters

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