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United Nations Industrial Development Organization

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Industrial Development Board

Thirtieth session Vienna, 20-23 June 2005 Item 2 of the provisional agenda

ANNOTATED PROVISIONAL AGENDA

Opening of the session

The thirtieth session of the Board will be opened by the President of the twenty-eighth and twenty-ninth sessions, H.E. Mr. O. Zniber (Morocco).

Item 1. Election of officers

In accordance with rule 23.1 of the rules of procedure, each year, at the commencement of its first regular session, the Board shall elect from among the representatives of its members a President, three Vice-Presidents and a Rapporteur. Rule 23.3 stipulates that the offices of the President, the three Vice-Presidents and the Rapporteur shall be subject to equitable geographical rotation within a five-year cycle described in appendix A to the rules of procedure. Accordingly, for the thirtieth session, the President should be elected from members of the Board among the States included in List B of Annex I to the Constitution. The three Vice-Presidents should be elected from members of the Board among the Asian States in List A and the States included in List C and List D, respectively. The Rapporteur should be elected from among the representatives of members of the Board among the African States included in List A.

Item 2. Adoption of the agenda

A provisional agenda for the thirtieth session, based on the provisional agenda adopted in decision IDB.29/Dec.10, is submitted to the Board for adoption in document IDB.30/1.

The Board will have before it:

- Provisional agenda (IDB.30/1)
- Annotated provisional agenda (IDB.30/1/Add.1)
- List of documents (IDB.30/CRP.1)

Item 3. Annual Report of the Director-General for 2004

In accordance with Article 11.6 of the Constitution, the Director-General is to prepare an annual report on the activities of the Organization. In its resolution GC.4/Res.2, the General Conference requested the Director-General to fully incorporate in future annual reports the programme performance report according to Board decision IDB.7/Dec.11. At the request of the Board in decision IDB.23/Dec.12, annual reports include information on operational activities for development arising from relevant United Nations General Assembly resolutions. Thus, the *Annual Report 2004* covers information on UNIDO support to the least developed countries, the emphasis on Africa, UNIDO's global forum function and cooperation within the United Nations system.

Article 9.4 (d) of the Constitution stipulates that the Board shall request members to furnish information on their activities related to the work of the Organization. In decision IDB.1/Dec.29, Member States were requested to inform the Board on their activities related to the work of the Organization when reviewing the annual report on its activities. Member States may

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wish to include this information in the oral statements delivered by their representatives under this item. Such statements would be reflected in the summary records of the Board.

In accordance with the provisions of the charter for the Office of the Comptroller General (UNIDO/DGB/(M).93 of 6 September 2004), issued based on resolution GC.10/Res.10 (e) adopted by the General Conference at its tenth session in December 2003 on reporting through the Director-General to the governing bodies, a report on the activities undertaken in 2004 by the Office of the Comptroller General and its component units is submitted for the information of the Board.

The Board will have before it:

- Annual Report 2004 (including programme performance report) (IDB.30/2 and Add.1)
- Report on activities of the Office of the Comptroller General. Note by the Director-General (IDB.30/21)
- Report by the Office of the Comptroller General on activities undertaken in 2004. Note by the Secretariat (IDB.30/CRP.2)

Item 4. Report of the Programme and Budget Committee

Article 10.4 (d) of the Constitution requires that the Programme and Budget Committee "report to the Board at each regular session on all activities of the Committee and submit advice or proposals on financial matters to the Board on its own initiative". The report of the Committee on the work of its twenty-first session will be reflected in document IDB.30/22. The following subjects and documentation, to be dealt with by the Committee at that session, are of relevance to the work of the Board at its current session. Annotations are contained in the annotated provisional agenda of the twenty-first session of the Committee (PBC.21/1/Add.1).

4 (a) Interim report of the External Auditor, financial performance report and programme performance report for the biennium 2004-2005

- Interim report of the External Auditor (IDB.30/8-PBC.21/8)
- Interim financial performance report for the biennium 2004-2005. Submitted by the Director-General (IDB.30/9-PBC.21/9)

• Annual Report 2004 (including interim programme performance report for the biennium 2004-2005) (IDB.30/2 and Add.1)

4 (b) Financial situation of UNIDO

- Financial situation of UNIDO. Report by the Director-General (IDB.30/13- PBC.21/13)
- Special accounts. Report by the Director-General (GC.11/5-IDB.30/10 -PBC.21/10)
- Conclusion 2005/7 of the Programme and Budget Committee

4 (c) Scale of assessments for apportionment of the regular budget expenses for the biennium 2006-2007

- Scale of assessments for the fiscal period 2006-2007. Note by the Secretariat (IDB.30/7-PBC.21/7)
- Conclusion 2005/4 of the Programme and Budget Committee

4 (d) Working Capital Fund for the biennium 2006-2007

- Working Capital Fund for the biennium 2006-2007. Proposals by the Director-General (IDB.30/3-PBC.21/3)
- Conclusion 2005/5 of the Programme and Budget Committee

4 (e) Appointment of an External Auditor

• Candidatures for the appointment of an External Auditor. Report by the Director-General (IDB.30/5-PBC.21/5, Add.1 and Add.2 and PBC.21/CRP.2)

4 (f) Security enhancements and proposed new conference facilities

- Security enhancements at the Vienna International Centre. Report by the Director-General (IDB.30/11-PBC.21/11)
- Supplementary estimates for the biennium 2004-2005 for security enhancements. Proposal of the Director-General (IDB.30/12-PBC.21/12 and Add.1)
- Implementation of security enhancements, phase I.
 Note by the Secretariat (PBC.21/CRP.4)

• Conclusion 2005/6 of the Programme and Budget Committee

4 (g) Mobilization of financial resources

- Information on the mobilization of financial resources, contained in the Annual Report 2004 (IDB.30/2, chapter VI)
- Projects approved under the Industrial Development Fund, trust funds and other voluntary contributions in 2004. Prepared by the Secretariat (PBC.21/CRP.3)

4 (h) Financial regulations

At its eighth session, the Conference took note in decision GC.8/Dec.11 of the information provided at the request of the External Auditor in document IDB.20/6 on audit-related matters, containing in annex 1 a suggested revision to paragraph 5 of the annex to the financial regulations. In accordance with financial regulation 12.2 the Board will have before it:

- Amendment to the annex to the financial regulations. Submitted by the Secretariat (IDB.30/4-PBC.21/4)
- Conclusion 2005/2 of the Programme and Budget Committee

Item 5. Programme and budgets, 2006-2007

In accordance with Article 14.3 of the Constitution on the programme and budgets, the Board shall examine the proposals of the Director-General together with any recommendations of the Programme and Budget Committee and adopt the programme of work, the regular budget and the operational budget, with such modifications as its deems necessary, for submission to the Conference for consideration and approval. Such adoption shall require a two-thirds majority of the members present and voting.

The Board will have before it:

- Programme and budgets, 2006-2007. Proposals of the Director-General (IDB.30/6-PBC.21/6)
- Conclusion 2005/3 of the Programme and Budget Committee

Item 6. Implementation of the medium-term programme framework, 2004-2007

The General Conference at its tenth session took note with appreciation of the information provided in document GC.10/14 concerning the medium-term programme framework, 2004-2007 (GC.10/Res.2), and requested the Director-General to report to the Board

regularly and to the General Conference at its eleventh session on the implementation of that resolution.

The Board will have before it:

- Implementation of the medium-term programme framework, 2004-2007. Report by the Director-General (IDB.30/16-GC.11/6)
- Status of the integrated programmes and country service frameworks. Note by the Secretariat (IDB.30/CRP.3)

Item 7. Implementation of the recommendations of the External Auditor

In decision IDB.29/Dec.2 on the report of the External Auditor for the period 2002-2003, the Board, inter alia, requested the Director-General to implement the recommendations of the External Auditor fully and without delay and to report thereon to the Board at its thirtieth session. The interim report of the External Auditor will include the Director-General's observations on the implementation of the recommendations of the External Auditor. Thus, the Board will have before it.

 Interim report of the External Auditor (IDB.30/8-PBC.21/8)

Item 8. Implementation of the Cooperation Agreement with the United Nations Development Programme

A report to the Board at its twenty-ninth session (IDB.29/17) covered developments and steps taken in compliance with mandates on decentralization leading up to the strategic alliance with the United Nations Development Programme (UNDP). At the same session, a conference room paper reported on progress made as of October 2004 in implementing the Cooperation Agreement with UNDP (IDB.29/CRP.4). That information will be updated in the following document:

The Board will have before it:

• Implementation of the Cooperation Agreement with the United Nations Development Programme. Progress report by the Director-General. (IDB.30/17-GC.11/7)

Item 9. Medium-term programme framework, 2006-2009

In its consideration of the medium-term programme framework, 2006-2009, the Board may wish to take account of the proposals of the Director-General submitted to its twenty-ninth session in document IDB.29/6-PBC.20/6. These proposals will be revised in accordance with the strategic long-term vision statement

submitted to the present session under item 10, and presented to the General Conference at its eleventh session.

Item 10. UNIDO strategic long-term vision

By resolution GC.10/Res.2 the General Conference invited the Director-General to develop a strategic long-term vision statement (10 to 15 years) possibly in time for its adoption by the next General Conference, including UNIDO's strategic contribution to the Millennium Development Goals. A preliminary draft of the strategic long-term vision statement was submitted to the Board at its twenty-ninth session in document IDB.29/CRP.5. The Board will have before it:

• UNIDO strategic long-term vision statement. Report by the Director-General (IDB.30/23-GC.11/8)

Item 11. Activities of the Joint Inspection Unit

In accordance with the pilot scheme of follow-up to recommendations of the Joint Inspection Unit (decision IDB.24/Dec.11), the Board will have before it the following document:

 Activities of the Joint Inspection Unit. Report by the Director-General (IDB.30/14)

Item 12. Personnel matters

By decision IDB.1/Dec.18 the Board decided to accept the International Civil Service Commission (ICSC) statute. The Board will be informed of recent ICSC decisions and recommendations adopted by the General Assembly that are of relevance to UNIDO, as an organization in the United Nations common system.

By decision GC.1/Dec.37 the General Conference accepted the Regulations of the United Nations Joint Staff Pension Fund and established the UNIDO Staff Pension Committee. In decision GC.10/Dec.20 the Conference elected the two members and two alternate members of the UNIDO Staff Pension Committee for the biennium 2004-2005. Subsequent vacancies were filled upon the adoption of Board decision IDB.29/Dec.8. The Board may wish to recommend to the Conference at its eleventh session candidates for election to the Committee for the years 2006-2007.

The Board will have before it:

- Personnel matters. Report by the Director-General (IDB.30/15)
- Composition of the Secretariat and personnelrelated information, *Annual Report 2004* (IDB.30/2, appendix L)

• List of UNIDO staff as of 31 May 2005 (IDB.30/CRP.4)

Item 13. Matters related to intergovernmental, non-governmental, governmental and other organizations

Guidelines regarding relationships with the organizations mentioned in Article 19.1 of the Constitution were established by the General Conference in decision GC.1/Dec.41. In accordance with these guidelines, the Director-General shall (a) present the draft texts of agreements with other organizations of the United Nations system to the Board for its approval; (b) circulate among the members of the Board information on intergovernmental governmental organizations that have expressed the wish to enter into agreements with UNIDO and seek the approval of the Board before concluding an appropriate relationship agreement with the organizations concerned; and (c) circulate among the members of the Board information on international and national nongovernmental organizations and other organizations seeking consultative status, following which the Board shall decide whether to accord consultative status to the organizations concerned in accordance with the guidelines established by the Conference.

The Board will have before it information concerning organizations on which decisions are required.

Item 14. Recommendation of a candidate for the post of Director-General

Pursuant to Article 11.2 of the Constitution and rule 61 of the rules of procedure, the Board will decide upon the recommendation to the General Conference of a candidate for the post of Director-General. The Board will have before it:

- Candidates for the post of Director-General. Note by the Secretariat (IDB.30/19)
- Draft contract for appointment of the Director-General. Note by the Secretariat (IDB.30/20)

Item 15. Preparations for the eleventh session of the General Conference

At its twenty-ninth session, in decision IDB.29/Dec.9, the Board decided that the eleventh session of the General Conference should be held in Vienna from 28 November to 2 December 2005. In accordance with Article 9.4 of the Constitution, the Board shall prepare the provisional agenda for the Conference. A list of agenda items for consideration by the Conference will be included as an annex to the following document:

• Preparations for the eleventh session of the General Conference. Report by the Director-General (IDB.30/18)

Item 16. Provisional agenda and date of the thirtyfirst session

In accordance with rule 10.2 of the rules of procedure, the Director-General shall submit to the Board at each regular session the provisional agenda for the following regular session. A provisional agenda will be proposed in the following conference room paper:

• Provisional agenda and date of the thirty-first session. Note by the Director-General (IDB.31/CRP.5)

Item 17. Adoption of the report

In accordance with rule 71, the draft report of the Board shall be prepared and submitted by the Rapporteur.