



**Executive Board of the
United Nations Development
Programme and of the
United Nations Population Fund**

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Item 1 of the provisional agenda

Organizational matters

**Provisional agenda, annotations, list of documents and
work plan**

Note by the Executive Board secretariat

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Annotations and list of documents

Item 1 Organizational matters

In accordance with rule 7 of the Rules of Procedure of the Executive Board of UNDP and UNFPA, the Board will elect a new Bureau consisting of a President and four Vice-Presidents. According to the established pattern of rotation of posts among the various regional groups, the President of the Executive Board for 2005 should be elected from the Board members of the Eastern European States group.

Under this item, the Executive Board will adopt the agenda and agree on the work plan for the session as presented by the Secretary of the Board. The Board will also approve the report on its second regular session 2004. A draft report was distributed to members of the Board for their comments; the final report contains comments received.

In accordance with decision 96/25, a work plan for 2005 was prepared by the secretariat in close consultation with the Bureau of the Board and is submitted to the Board for adoption.

Documentation:

Provisional agenda, annotations, list of documents and work plan (DP/2005/L.1)

Report on the second regular session 2004 (DP/2005/1)

Decisions adopted by the Executive Board during 2004 (DP/2005/2)

Annual work plan for 2005 (DP/2005/CRP.1)

UNDP segment

Item 2 Financial, budgetary and administrative matters

Under this item, the Executive Board will have before it the revised UNDP financial regulations. The main purpose of this revision is to modify the financial regulations to reflect changes resulting from Executive Board decisions since 2000 and to align them with the organization's new operational processes resulting from the implementation of UNDG simplification and harmonization initiatives.

The Board may wish to approve the proposed revised financial regulations.

The Executive Board will also have before it the report of the Advisory Committee on Administrative and Budgetary Questions on the revision of UNDP financial regulations.

The Board may wish to take note of the report.

In response to Executive Board decision 2004/30, the Board will also have before it the report on UNDP income from cost recovery. The document provides an overview of how cost recovery income is currently taken into account and reported on within the framework of the biennial support budget, and includes options for providing further transparency.

Documentation:

Revision of UNDP financial regulations (DP/2005/3)

Report of the ACABQ on the revision of UNDP financial regulations (DP/2005/4)

Reporting of UNDP income from cost recovery (DP/2005/5)

Item 3 Country programmes and related matters

Together with the regional and country programmes, the primary objective of the global programme, 2005-2007, is to support programme countries in their efforts to achieve the Millennium Development Goals and to make the principles enshrined in the Millennium Declaration a reality. The four priority areas outlined in the MYFF 2004-2007 make up the substantive core of the programme the purpose of which is to accelerate progress toward the MDGs through policy support services, global learning and knowledge management and capacity development.

The Board may wish to approve the UNDP global programme, 2005-2007.

In accordance with the Governing Council and Executive Board mandate governing UNDP assistance to Myanmar (decisions 93/21, 96/1, 98/14, 2001/15, 2003/2 and 2004/2), an independent annual assessment of the UNDP Human Development Initiative projects was carried out in Myanmar in July-August 2004. Further to the oral presentation by the Resident Representative at the second regular session in September 2004, the report of the assessment mission to Myanmar is now presented to the Board. The Executive Board may wish to adopt a decision, the elements of which are contained in the report.

Under this item, the Executive Board will also be asked to comment on the draft subregional programme document for the countries of the Organisation of Eastern Caribbean States and Barbados prior to the finalization of the subregional programme.

As requested by the Executive Board in its decision 2001/11, the following country programmes will be approved on a no-objection basis without presentation or discussion:

Africa region: Angola, Burundi, Lesotho, Madagascar, Mauritius;

Asia and the Pacific region: the Democratic People's Republic of Korea, Islamic Republic of Iran, the Philippines, the Republic of Korea;

Europe and the Commonwealth of Independent States region: Armenia, Azerbaijan, Bosnia and Herzegovina, Kazakhstan, Kyrgyzstan, the former Yugoslav Republic of

Macedonia, Romania, Serbia and Montenegro, Tajikistan, Turkmenistan, Uzbekistan;

Latin America and the Caribbean region: Argentina, Guatemala.

Documentation:

UNDP global programme, 2005-2007 (DP/GP/1)

Report of the assessment mission to Myanmar (DP/2005/6)

Draft subregional programme document for the countries of the Organisation of Eastern Caribbean States and Barbados (DP/DSP/CAR/1)

Item 4 Gender in UNDP

As requested in its decisions 2004/21 and 2004/38, the Board will also have before it the UNDP corporate gender strategy and action plan, which includes specific actions in the areas of capacity development; mainstreaming gender in the core practices of UNDP; MDG reporting, advocacy and implementation; human development reports; performance monitoring and indicators, and required resources. The report also contains the MYFF gender driver indicators and a gender mainstreaming scorecard highlighting efforts to track development effectiveness with respect to the promotion of gender equality and women's empowerment.

The Board may wish to take note of the report.

The Board will also have before it an update on the progress achieved in the partnership between UNDP and UNIFEM in gender mainstreaming.

Documentation:

UNDP corporate gender strategy and action plan (DP/2005/7)

Update on the progress achieved in the partnership between UNDP and UNIFEM (DP/2005/CRP.2)

Item 5 United Nations Capital Development Fund

Under this agenda item, the report submitted in compliance with Executive Board decision 2004/37 presents options for a future strategic niche and new business model for UNCDF, their implications for programming and funding arrangements, as well as an assessment of opportunities and risks involved, and factors for success for each.

The Executive Board is requested to review the options and take a decision on the preferred option, taking into account the relevance of the UNCDF mandate and current lines of business, the appropriateness of the proposed institutional arrangements, as well as the need to ensure the financial viability of the organization in order to carry out effectively its poverty reduction mandate.

Documentation:

Options for a future business model for UNCDF (DP/2005/8)

Item 6
United Nations Office for Project Services

The Executive Board will have before it the progress report of the Executive Director reviewing the UNOPS 2004-2005 biennium estimates and outlining business projections for 2005. The report presents the UNOPS corporate strategy and initiatives to overcome obstacles in business acquisition and diversification.

In accordance with Executive Board decision 2004/36, the Management Coordination Committee will report to the Executive Board on its assessment of progress in UNOPS and its guidance provided.

Documentation:

Progress report of the Executive Director on the activities of UNOPS (DP/2005/9)

Report of the MCC on the assessment of progress in UNOPS (DP/2005/10)

Item 7
South-South cooperation

As requested in its decision 2004/32, the Executive Board will have before it a revised text of the third cooperation framework for South-South cooperation (2005-2007). The document lays out a South-South strategy aimed at harnessing human and other resources in the developing world in efforts to meet the Millennium Development Goals. The framework also elaborates on the catalytic initiatives that the Special Unit for South-South Cooperation aims to support in collaboration with a broad range of partners in the development community.

The Board may wish to approve the third cooperation framework for South-South cooperation.

Documentation:

Third cooperation framework for South-South cooperation (DP/CF/SSC/3/Rev.1)

Joint UNDP/UNFPA segment

Item 8 Recommendations of the Board of Auditors

Pursuant to Executive Board decisions 97/2 and 97/3, the UNDP, UNFPA and UNOPS reports on implementation of the recommendations of the United Nations Board of Auditors for the biennium 2002-2003 are submitted at the current session.

The reports provide information on follow-up measures to the recommendations contained in the reports of the United Nations Board of Auditors for the biennium ended 31 December 2003 (for UNDP, A/59/5/Add.1; for UNFPA, A/59/5/Add.7; and for UNOPS, A/59/5/Add.10).

The Executive Board may wish to take note of the reports on the implementation of the recommendations of the United Nations Board of Auditors for the biennium 2002-2003.

Documentation:

UNDP: Report on the implementation of the recommendations of the Board of Auditors for the biennium 2002-2003 (DP/2005/11)

UNFPA: Follow-up to the report of the United Nations Board of Auditors for 2002-2003: Status of implementation of recommendations (DP/FPA/2005/1)

UNOPS: Report on the implementation of the recommendations of the Board of Auditors for the biennium 2002-2003 (DP/2005/12)

Item 9 Reports to the Economic and Social Council

The Executive Board will have before it the reports to the Economic and Social Council. The reports cover issues such as the implementation of the reform programme of the Secretary-General, the provisions of the triennial comprehensive policy review of operational activities for development and humanitarian assistance, as well as information on actions taken in follow-up to international conferences and the MDGs.

The Executive Board may wish to take note of the reports and transmit them, with its comments, to the Economic and Social Council.

Documentation:

UNDP: Report to the Economic and Social Council (E/2005/4-DP/2005/13)

UNFPA: Report to the Economic and Social Council (E/2005/5-DP/FPA/2005/2)

Item 10 Programming process

Under this item, the Executive Board is expected to adopt a decision on joint programming, which had been deferred from the annual session 2004 (decision 2004/19 of 18 June 2004).

UNFPA segment

Item 11 Financial, budgetary and administrative matters

Under this item, the Executive Board will have before it three reports.

In the report on revisions of financial regulations, UNFPA submits to the Executive Board for its approval, revisions to existing regulations as well as proposed new regulations. The revisions are the result of a review of UNFPA financial regulations, necessitated by the introduction of the PeopleSoft financial system (known as Atlas) in January 2004. The redesign of the financial control systems of UNFPA required changes in the financial regulations. The revisions also reflect the introduction of the multi-year funding framework (MYFF) as well as United Nations simplification and harmonization initiatives.

The Executive Board may wish to take note of the report and approve the revisions to the financial regulations contained therein.

The report on recovery of indirect costs for co-financing outlines the current UNFPA cost-recovery policy and proposes to replace the existing structure of multiple rates with a single rate of 7 per cent charged to all non-core expenditures. Standardization of UNFPA indirect cost-recovery methodologies has been undertaken in the context of simplification and harmonization initiatives under way in the United Nations system.

The Executive Board may wish to, inter alia, take note of the report, endorse the methodology to avoid cross-subsidization of co-financing activities, set the recovery rate to be levied on co-financing expenditures at 7 per cent, confirm the current rate of 5 per cent for third-party procurement expenditures and confirm the limits of indirect cost recovery by non-governmental organizations and United Nations agencies, as authorized by the Board in decision 2000/6.

The Executive Board may also wish to take note of the report of the Advisory Committee on Administrative and Budgetary Questions.

Documentation:

Revision of financial regulations (DP/FPA/2005/3)

Recovery of indirect costs for co-financing (DP/FPA/2005/5)

Report of the Advisory Committee on Administrative and Budgetary Questions (DP/FPA/2005/4)

Item 12
Resource allocation system

Under this item, the Executive Board will have before it a report submitted in response to decision 2000/19. As requested by the Board, UNFPA undertook a quinquennial review of the system for resource allocation in consultation with members of the Board. The report presents proposals for updating the resource allocation system, including mainstreaming of countries with economies in transition; synchronization of the resource allocation system cycle with the MYFF cycle; harmonization of the system's indicators with the Millennium Development Goals (MDGs) and MYFF indicators; and a revision of the threshold levels of the resource allocation system indicators.

The Executive Board may wish to, inter alia, take note of the report, approve the approach for resource allocation contained in the report, endorse the procedure for categorizing countries into Groups A, B and C, and approve the relative shares of resources as outlined in the report.

Documentation:

Review of the system for the allocation of UNFPA resources to country programmes (DP/FPA/2005/6)

Item 13
Country programmes and related matters

As requested by the Executive Board in decision 2001/11, the following country programmes will be approved on a no-objection basis without presentation or discussion, unless at least five members have informed the secretariat in writing before the meeting of their wish to bring a particular country programme before the Executive Board: Angola, Burundi, Madagascar, Islamic Republic of Iran, Philippines, Armenia, Azerbaijan, Kazakhstan, Kyrgyzstan, Romania, Tajikistan, Turkmenistan, Uzbekistan and Guatemala.

Item 14
Other matters**Joint session of the Executive Boards of UNDP/UNFPA, UNICEF
and WFP (20 and 24 January 2005)**

**TENTATIVE WORK PLAN
EXECUTIVE BOARD OF UNDP/UNFPA
FIRST REGULAR SESSION 2005
(20 to 28 January 2005, New York)**

<i>Day/Date</i>	<i>Time</i>	<i>Item</i>	<i>Subject</i>
Thursday, 20 January	10:00 - 10:45 a.m.	1	ORGANIZATIONAL MATTERS – Election of the Bureau of the UNDP/UNFPA Executive Board
	10:45 a.m. to 1:00 pm		JOINT MEETING OF THE EXECUTIVE BOARDS OF UNDP/UNFPA, UNICEF AND WFP Theme: HIV/AIDS: Orphans and women
	3:00 to 6:00 p.m.		JOINT MEETING OF THE EXECUTIVE BOARDS OF UNDP/UNFPA, UNICEF AND WFP (cont'd) Theme: Gender
Monday, 24 January	10:00 a.m. - 1:00 p.m.		JOINT MEETING OF THE EXECUTIVE BOARDS OF UNDP/UNFPA, UNICEF AND WFP (cont'd) Theme: Transition issues
	3:00 to 6:00 p.m.		JOINT MEETING OF THE EXECUTIVE BOARDS OF UNDP/UNFPA, UNICEF AND WFP (cont'd) Theme: Simplification and harmonization
Tuesday, 25 January	10:00 a.m. - 1:00 p.m.	1	ORGANIZATIONAL MATTERS – Adoption of the agenda and work plan for the session – Adoption of the report on the second regular session 2004 – Adoption of the annual work plan 2005 of the Executive Board UNDP SEGMENT
		2	FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS – Revision of UNDP Financial Regulations – Report of the Advisory Committee on Administrative and Budgetary Questions (ACABQ) – Follow-up to decision 2004/30
	3 to 6 p.m.		UNFPA SEGMENT
		11	FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS – Revision of UNFPA financial regulations – Report of the ACABQ – Recovery of indirect costs for co-financing
		12	RESOURCE ALLOCATION SYSTEM – Review of the system for the allocation of UNFPA resources to country programmes

<i>Day/Date</i>	<i>Time</i>	<i>Item</i>	<i>Subject</i>
Wednesday, 26 January	10:00 a.m. - 1:00 p.m.	4	UNDP SEGMENT GENDER IN UNDP
		7	SOUTH-SOUTH COOPERATION - Third cooperation framework for South-South cooperation
	3 to 6 p.m.	5	UNITED NATIONS CAPITAL DEVELOPMENT FUND
Thursday, 27 January	10:00 a.m. - 1:00 p.m.	6	UNITED NATIONS OFFICE FOR PROJECT SERVICES - Progress report of the Executive Director - Report of the MCC on the assessment of progress in UNOPS
	3 to 6 p.m.	3	COUNTRY PROGRAMMES AND RELATED MATTERS - UNDP global programme - Report of the assessment mission to Myanmar - Draft subregional programme document for the countries of the Organisation of Eastern Caribbean States and Barbados - Approval of country programme documents UNFPA SEGMENT
		13	COUNTRY PROGRAMMES AND RELATED MATTERS - Approval of country programme documents
Friday, 28 January	10:00 a.m. - 1:00 p.m.		JOINT UNDP/UNFPA SEGMENT
		8	RECOMMENDATIONS OF THE BOARD OF AUDITORS - Reports of UNDP, UNFPA and UNOPS on the implementation of the recommendations of the Board of Auditors, 2002-2003
		9	REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL - UNDP and UNFPA reports to the Economic and Social Council
		10	PROGRAMMING PROCESS - Adoption of decision on joint programming
		14	OTHER MATTERS - Pending decisions
		1	ORGANIZATIONAL MATTERS