

**DRAFT STANDARD AGREEMENT**

*DRAFT I*

**AGREEMENT BETWEEN THE UNITED NATIONS  
INDUSTRIAL DEVELOPMENT ORGANIZATION AND THE  
GOVERNMENT OF ..... REGARDING THE  
ESTABLISHMENT OF A UNIDO COUNTRY OFFICE  
IN ..... [COVERING ....., ....., AND .....]**

WHEREAS by its resolution GC.7/Res.11 of 4 December 1997 the General Conference of UNIDO urged donor countries to contribute generously to the financing of field representation and urged beneficiary countries to finance the subregional offices in a manner proportionate to their means and resources;

WHEREAS the Government of ..... (hereinafter "the Government") has requested the United Nations Industrial Development Organization (hereinafter "UNIDO") to establish a UNIDO Country Office to enhance its cooperation at the country level in ..... [covering ....., ....., and ...] and has confirmed its commitment to contribute to the costs of the UNIDO Country Office;

WHEREAS by a letter of ....., the Government has confirmed its commitment to contribute towards the cost of a UNIDO Country Office in .....

WHEREAS UNIDO has decided to establish a UNIDO Country Office in .....

NOW THEREFORE UNIDO and the Government of ..... hereby agree as follows:

**Article I**

1. The UNIDO Country Office shall be responsible for developing, coordinating and actively supporting the overall cooperation between UNIDO and the Government, the academic community, the private sector and the civil society of the country/countries covered by it for promoting industrialization. This will include the development of country programmes for sustainable industrial development, the provision by UNIDO of high quality services and the mobilization of resources for financing of projects.

2. The UNIDO Country Office shall be headed by a UNIDO Field Representative (hereinafter "the UFR"). In the performance of his/her duties the UFR shall:

In accordance with field representation policy and procedures, and in coordination with Headquarters:

1. Act as accredited representative of UNIDO in the country[ies] as well as UNIDO representative for important international/regional organizations located in the same country.
2. Promote UNIDO's services in the country/region.
3. Develop a strategic framework of cooperation, annual work programme and active partnerships between the country[ies] and UNIDO, fruitful relationships and communication with host government(s), business associations, enterprises, non-governmental organizations, all other United Nations (UN) agencies and the Resident Coordinator of the UN system, and representatives of other multilateral and bilateral organizations.
4. Lead and coordinate the overall programme and project development and mobilize related financial resources in the country[ies].
5. Support and monitor the implementation of UNIDO projects and programmes, and contribute to the management of all other UNIDO activities in the host country[ies].
6. Implement projects and provide advice within criteria established.
7. Manage the office and its resources, and ensure its sustainability, in particular through the mobilization of host country's in-kind and financial contributions.
8. Contribute to a smooth and effective interaction with Headquarters, and UNIDO's field office network.
9. Inform/advise UNIDO Headquarters on changing patterns of demand in the country[ies].

## **Article II**

1. UNIDO and the Government shall jointly finance the establishment and the operation of a UNIDO Country Office in ..... The Government shall contribute towards the costs of the UNIDO Country Office by providing resources as scheduled in Annex A.

2. The Government contributions are to be made annually, in the first quarter of the year, to an account number designated for this purpose by the Director-General of UNIDO (Annex B). Payment in local currency should be made to the United Nations Development Programme (UNDP) Office (Annex B). The funds shall be administered by UNIDO in accordance with its applicable financial regulations and rules. The continued operation of the Office shall be subject to the receipt in time by UNIDO of the Government's annual payment. The level of contributions shall be reviewed annually for each subsequent year.

### **Article III**

The Government shall apply to the UNIDO Country Office in ..... its property, funds, assets and its officials and experts on mission, the provisions of the Basic Cooperation Agreement concluded on ..... between UNIDO and the Government.

### **Article IV**

The level of privileges and immunities granted in accordance with the present Agreement shall be understood to be subject to such adjustment as may be required to take fully into account the general understanding concerning additional privileges and immunities to be reached between the appropriate ..... authorities and the Specialized Agencies of the United Nations having offices or projects in ..... Any such adjustment shall be agreed to in a supplemental agreement to the present Agreement regarding the establishment of a UNIDO Country Office in .....

### **Article V**

Any dispute between UNIDO and the Government arising out of or related to the interpretation or application of this Agreement, which is not settled by negotiation or other agreed mode of settlement, shall be submitted to arbitration at the request of either Party. Each Party shall appoint one arbitrator, and the two arbitrators so appointed shall appoint a third, who shall be the chairman. If within thirty days of the request for arbitration either Party has not appointed an arbitrator or if within fifteen days of the appointment of two arbitrators the third arbitrator has not been appointed, either Party may request the

President of the International Court of Justice to appoint an arbitrator. The procedure of the arbitration shall be fixed by the arbitrators, and the expenses of the arbitration shall be borne by the Parties as assessed by the arbitrators. The arbitral award shall contain a statement of the reasons on which it is based and shall be accepted by the Parties as the final adjudication of the dispute.

**Article VI**

1. This Agreement shall [enter into force upon signature.] [be subject to ratification by the Government, and shall come into force upon receipt by UNIDO of notification from the Government of its ratification. Pending such ratification, it shall be given provisional effect by the Parties.] It shall continue in force until terminated in accordance with paragraph 3 below.
2. This Agreement may be amended by mutual consent of the Parties.
3. This Agreement may be terminated by either Party by written notice to the other and shall terminate ninety days after receipt of such notice.
4. This Agreement shall remain in force for 5 years. Thereafter, this Agreement may by mutual consent of the Parties be extended by an exchange of letters.

**IN WITNESS WHEREOF** the undersigned, duly appointed representatives of the United Nations Industrial Development Organization and of the Government, respectively, have on behalf of the Parties signed the present Agreement in English, in two copies, at ....., this ..... day of ..... 199..

For the United Nations  
Industrial Development Organization:

For the Government  
of .....

\_\_\_\_\_  
(name)  
(title)

\_\_\_\_\_  
(name)  
(title)

**Annex A**  
**to the Agreement between the United Nations**  
**Industrial Development Organization and the**  
**Government of ..... regarding the establishment of a**  
**UNIDO Country Office in .....**  
**[covering ....., ....., and ....]**

**Government Contributions**

The Government shall contribute towards the costs of the UNIDO Country Office by providing:

(a) In-kind contributions as follows:

- X Premises and Facilities:
- X Office Space:  
Fully furnished with separate entrance  
Inscription on the entrance: "UNIDO Country Office" with name of countries  
Emblem of UNIDO displayed prominently at entrance.  
Surface Area of office .....m<sup>2</sup>, number of rooms .....
- X connection to computer, telephone line, fax line.
- X Parking space for the official vehicle of the office and of its staff

(b) A cash contribution of..... towards local costs, including the costs of local support staff as follows:

- X cost for electricity, water, cleaning, insurance as well as cost for the renovation of the offices if required.
- X cost of installation of international telephone and fax lines
- X the cost contribution towards local costs will also include cost of local support staff including a secretary and a driver. The estimated cost on this account has to be made on annual basis in advance during first quarter of the financial year.

**Annex B**  
**to the Agreement between the United Nations**  
**Industrial Development Organization and the**  
**Government of ..... regarding the establishment of a**  
**UNIDO Country Office in .....**  
**[covering ....., ....., and ....]**

UNIDO's account number

1. The Government's payment, in United States dollars which for the year ....., will amount to ....., should be made to the following UNIDO account number: .....
  
2. The Government's payment in local currency which, for the year ....., will amount to ..... should be made for UNIDO to the United Nations Development Programme (UNDP) Office in .....