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United Nations Industrial Development Organization

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GENERAL CONFERENCE

Eleventh session
Vienna, 28 November-2 December 2005
Item 3 of the provisional agenda

ANNOTATED PROVISIONAL AGENDA

Item 1. Opening of the session

In accordance with rule 34 of the rules of procedure of the General Conference, the President of the tenth session, or, in his absence, the head of the delegation from which the President of that session was elected (Italy), will open the eleventh session of the General Conference.

Item 2. Election of officers¹

At each regular session the Conference shall, with due regard for equitable geographical representation, elect, from among the representatives of Members, the following officers: a President and nine Vice-Presidents, as well as a Chairman for each Main Committee (rule 35). The officers elected shall constitute the General Committee.

Election of the President

In accordance with rule 35 and appendix A of the rules of procedure, the President of the eleventh session should be elected from the States in list D of Annex I to the Constitution.

¹ To ensure equitable geographical distribution in the election of officers and the elections to organs, account has to be taken of the latest lists of States to be included in Annex I to the Constitution. The list, as of the date of preparation of the present document, is the same as that included in document GC.11/14. Before proceeding to the elections, as explained in paragraph 2 of that document, the General Conference will have to decide in which of the lists of States (A, B, C or D) two Member States are to be included.

Election of other officers

The nine Vice-Presidents shall be elected so as to ensure the representative character of the General Committee (rule 35.3). Should the Conference decide to establish Main Committees (see item 4 below), the Conference shall also elect a Chairman for each Main Committee.

Item 3. Adoption of the agenda

In accordance with Article 9.4 (g) of the Constitution, the Industrial Development Board at its thirtieth session adopted the provisional agenda for the eleventh session of the General Conference, as reflected in decision IDB.30/Dec.13. The provisional agenda to be submitted to the Conference for approval is contained in document GC.11/1.

Item 4. Organization of work

In accordance with rule 40, the officers elected shall constitute the General Committee. The General Committee shall propose to the Conference the establishment of Main Committees and of any other sessional bodies of the Conference. It shall propose to the Conference the allocation of items between the plenary, the Main Committees and any other sessional bodies (rule 42). In the past, at each regular session the Conference established a Main Committee to which all the substantive items of the agenda were referred for a more focused debate aimed at the preparation of consensus draft decisions and resolutions for submission to the plenary. The Industrial Development Board, in decision IDB.30/Dec.13, paragraph (d), recommended

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to the Conference that items 7 to 17 and item 19 of the provisional agenda be allocated to a Main Committee.

Furthermore, in accordance with decision IDB.30/Dec.13, the President of the thirtieth session of the Industrial Development Board will conduct informal consultations for the preparation of the eleventh session of the Conference. The outcome of these consultations will be brought to the attention of the Conference.

When considering the organization of work, it should be kept in mind that the budget for the Conference in the programme and budgets of UNIDO, 2004-2005, provides only for a total of five working days, comprising plenary, Main Committee and geographical group meetings. Moreover, in its decision on preparations for the General Conference (IDB.30/Dec.13) the Board agreed to hold a forum on industrial development issues within the framework of the Conference (item 9 of the provisional agenda). The draft tentative schedule for the eleventh session of the Conference is shown in the annex to the present document.

Item 5. Credentials of representatives to the Conference

As stipulated in Article 8.1 of the Constitution of UNIDO, the Conference shall consist of representatives of all Members of the Organization. Membership in the Organization is defined in Article 3 of the Constitution. In accordance with rule 27 of the rules of procedure of the Conference, the credentials of representatives and the names and titles of the other persons constituting the Member's delegation shall be submitted to the Director-General if possible not less than one week before the opening of the session which the delegation will attend. Any later change in the composition of the delegation shall also be submitted to the Director-General. The credentials of representatives shall be issued either by the Head of State or Government or by the Minister for Foreign Affairs of the Member concerned. A Permanent Representative to the Organization does not require special credentials if his/her letter of accreditation to the Organization specifies that he/she is authorized to represent his/her Government at sessions of the Conference, it being understood that this does not preclude that Government from accrediting another person as its representative by means of special credentials.

A Credentials Committee of nine members shall be appointed at the beginning of the Conference on the proposal of the President. Its composition shall be based on that of the Credentials Committee of the United Nations General Assembly at its sixtieth session, which is as follows: Cameroon, China, Panama, Portugal, Saint Lucia, Samoa, Sierra Leone, Russian Federation and United States of America. Since two of those States,

Samoa and the United States of America, are not members of UNIDO, States from List A and List B might wish to submit a recommendation for the replacement of those members in the UNIDO Credentials Committee. States from List C might wish to consider that Saint Lucia has not participated in any session of the General Conference, and thus a replacement of that member in the UNIDO Credentials Committee may be required. The Committee shall examine the credentials of representatives and report without delay to the Conference, which shall decide any question arising (rule 28).

Item 6. Elections to organs²

(a) Industrial Development Board

In accordance with Article 9.1 of the Constitution, the Industrial Development Board shall consist of 53 Members of the Organization elected by the Conference, which shall give due regard to the principle of equitable geographical distribution. In electing the members of the Board, the Conference shall observe the following distribution of seats: 33 members of the Board shall be elected from the States listed in Lists A and C, 15 from the States listed in List B, and 5 from the States listed in List D of Annex I to the Constitution.

In accordance with Article 9.2 of the Constitution, "members of the Board shall hold office from the close of the regular session of the Conference at which they were elected until the close of the regular session of the Conference four years thereafter. Members of the Board may be re-elected."

At present the Board is composed of the following States: Algeria,* Austria,* Belgium,** Bolivia,* Brazil,** Chile,** China,** Colombia,** Côte d'Ivoire,* Cuba,* Denmark,* Ecuador,* Egypt,* France,** Germany,* Ghana,** Greece,* Hungary,* India,** Indonesia,** Iran (Islamic Republic of),* Italy,** Japan,** Jordan,** Kenya,* Lesotho,* Luxembourg,* Mexico,** Morocco,** Netherlands,** Nigeria,* Norway,** Pakistan,** Philippines,* Poland,** Republic of Korea,** Russian Federation,* Saudi Arabia,* Senegal,** Slovakia,** South Africa,** Spain,* Sudan,* Switzerland,* Syrian Arab Republic,** Thailand,* Tunisia,** Turkey,* Ukraine,** United Kingdom of Great Britain and Northern Ireland,** Uruguay,* Venezuela (Bolivarian Republic of),* Zimbabwe.**

² See footnote 1 above.

* Twenty-seven States whose term of office expires at the close of the eleventh regular session of the General Conference, in 2005 (see decision GC.10/Dec.8 of 5 December 2003).

** Twenty-six States whose term of office expires at the close of the twelfth regular session of the General Conference, in 2007 (see decision GC.10/Dec.8 of 5 December 2003).

(b) Programme and Budget Committee

In accordance with Article 10.1 of the Constitution, the Programme and Budget Committee shall consist of 27 Members of the Organization elected by the Conference, which shall give due regard to the principle of equitable geographical distribution. In electing the members of the Committee, the Conference shall observe the following distribution of seats: 15 members of the Committee shall be elected from the States listed in Lists A and C, 9 from the States listed in List B and 3 from the States listed in List D of Annex I to the Constitution.

In accordance with Article 10.2, "Members of the Committee shall hold office from the close of the regular session of the Conference at which they were elected until the close of the regular session of the Conference two years thereafter. Members of the Committee may be re-elected."

At its tenth session, the Conference elected the following States to hold office until the close of the eleventh regular session of the Conference in December 2005: Austria, Cameroon, Côte d'Ivoire, Democratic People's Republic of Korea, Ethiopia, Finland, France, Germany, Greece, Guatemala, Hungary, India, Indonesia, Italy, Japan, Mexico, Morocco, Nigeria, Pakistan, Peru, Poland, Republic of Korea, Russian Federation, Sudan, Turkey, United Kingdom of Great Britain and Northern Ireland, Venezuela (Bolivarian Republic of).

Item 7. Annual reports of the Director-General on the activities of the Organization for 2003 and 2004

In accordance with rule 13.1 (b), the provisional agenda for each regular session of the Conference shall include the annual reports of the Director-General on the activities of the Organization. The Conference will thus have before it the annual reports of UNIDO for 2003 and 2004, which were submitted to the Board at its twenty-eighth and thirtieth sessions respectively:

- *Annual Report of UNIDO 2003* (including programme performance report) (IDB.28/2 and IDB.28/2/Add.1)
- *Annual Report of UNIDO 2004* (including programme performance report) (IDB.30/2 and IDB.30/2/Add.1)

Item 8. Reports of the Industrial Development Board on the work of its twenty-eighth, twenty-ninth and thirtieth regular sessions

In accordance with Article 9.4 (c) of the Constitution, the Board shall report to the Conference at

each regular session on the activities of the Board. Since the closure of the tenth session of the General Conference, the Board will have held three regular sessions. The Conference will have before it the following reports of those sessions:

- Report of the Industrial Development Board on the work of its twenty-eighth session, 25-27 May 2004 (GC.11/2)
- Report of the Industrial Development Board on the work of its twenty-ninth session, 9-11 November 2004 (GC.11/3)
- Report of the Industrial Development Board on the work of its thirtieth session, 20-23 June 2005 (GC.11/4)

Item 9. Forum on industrial development issues**"Industrial development, trade and poverty alleviation through South-South cooperation"**

In resolution GC.10/Res.4 the Conference recommended to make industrial development, trade and poverty alleviation through South-South cooperation a theme of the Industrial Development Forum during the eleventh session of the General Conference.

At its thirtieth session, the Board adopted decision IDB.30/Dec.13 on preparations for the eleventh session of the General Conference. In paragraph (c) of that decision, the Board agreed to hold a forum within the framework of the Conference. Participants will be advised in due course of arrangements, including documentation.

Item 10. Financial matters**(a) Scale of assessments of Member States**

In accordance with rule 13.1 (k) of the rules of procedure of the Conference, the provisional agenda for each regular session shall include recommendations of the Board for the establishment of the scale of assessments. Article 15 of the Constitution stipulates that regular budget expenditures shall be borne by the Members, as apportioned in accordance with a scale of assessments established by the Conference by a two-thirds majority of the Members present and voting, upon the recommendation of the Board.

The Conference will have before it:

- Board decision IDB.30/Dec.3 on scale of assessments
- Scale of assessments for the fiscal period 2006-2007. Note by the Secretariat (IDB.30/7)

(b) Financial situation of UNIDO

Rule 13.1 (1) states that the provisional agenda shall include financial matters requiring action by the Conference or that should be brought to its attention. Information brought to the attention of the Conference under this item will include the status of payment of assessed contributions.

Information on the activities of the Industrial Development Fund is included in the annual reports of the Organization for 2003 and 2004 and in document IDB.30/13. Following the precedent established in previous sessions of the Conference in order to save time and money, the pledges to the Fund in 2005 will be made in writing, and the results announced at the end of the eleventh session of the Conference.

Furthermore, the Conference in its decision GC.9/Dec.14 decided to create a special account for certain activities under Buildings Management Services and a special account for the Regular Programme of Technical Cooperation that would not be subject to financial regulation 4.2 (b) and 4.2 (c), it being understood that the Secretariat would strive to utilize to the fullest extent possible the funds budgeted for each biennium. The Board furthermore requested the Director-General in its decision IDB.24/Dec.7, at the end of each biennium, to submit to the General Conference, through the Board, a report on the status and balance of the accounts as well as the External Auditor's reports on those accounts, and the planned allocation of the unexpended resources in those special accounts.

The Conference will have before it:

- Financial situation of UNIDO. Report by the Director-General (GC.11/13)
- Financial situation of UNIDO. Note by the Secretariat (GC.11/CRP.1)
- Board decision IDB.30/Dec.2 on the financial situation of UNIDO
- Special accounts arising from decision GC.9/Dec.14. Report by the Director-General (GC.11/5)

(c) Working Capital Fund

In accordance with financial regulation 5.4, upon recommendation of the Programme and Budget Committee and subsequently the Board, the Conference shall determine the amount and purposes of the Working Capital Fund. Financial regulation 5.5 (d) stipulates that advances to the Working Capital Fund shall be assessed and paid in euros.

At its tenth session, the Conference in its decision GC.10/Dec.15 decided that for the 2004-2005 biennium the level of the Working Capital Fund and the authorized purposes of the Fund should remain the same as for the previous bienniums (see decision GC.2/Dec.27).

The Conference will have to take action on the recommendations of the Board concerning the level and purposes of the Working Capital Fund for the biennium 2006-2007. Thus, the Conference will have before it:

- Board decision IDB.30/Dec.4 on the Working Capital Fund

(d) Supplementary estimates for the biennium 2004-2005 for security enhancements

In decision IDB.29/Dec.4 the Board recommended to the General Conference to consider and approve the financing of UNIDO's share of the costs for the initial phase of the security enhancements as an exceptional case through supplementary appropriations for the biennium 2004-2005, based on the UNIDO scale of assessment for 2004.

In decision IDB.30/Dec.5 the Board recommended to the General Conference the adoption of the supplementary estimates for 2004-2005 for phase I, phase II and window replacement, amounting to €2,585,160. The remaining amount of €215,670 required for window replacement shall be financed from savings achieved in the biennium 2004-2005.

The Conference will have before it:

- Supplementary estimates for the biennium 2004-2005 for security enhancements. Note by the Secretariat (GC.11/10)
- Security enhancements at the Vienna International Centre. Report by the Director-General (IDB.30/11)
- Supplementary estimates for the biennium 2004-2005. Proposal of the Director-General (IDB.30/12, Add.1 and Add.2)
- Board decision IDB.29/Dec.4 on funding options for security enhancements
- Board decision IDB.30/Dec.5 on security enhancements

(e) Appointment of an External Auditor

In accordance with financial regulation 11.1, an external auditor, who shall be Auditor-General (or an officer exercising an equivalent function) of a Member

State, shall be appointed in the manner and for the period decided by the Conference. By decision GC.10/Dec.16 the Conference decided to extend the appointment of the Auditor General of South Africa as the External Auditor of UNIDO for a period of two years, from 1 July 2004 to 30 June 2006.

The Conference will have to take action on the question of the appointment of an External Auditor for the period 1 July 2006 to 30 June 2008, as contained in:

- Candidatures for the appointment of an External Auditor. Report by the Director-General (IDB.30/5 and Add.1-4)

(f) Annex to the 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 I a suggested revision to paragraph 5 of the annex to the financial regulations. In accordance with financial regulation 12.2 the Conference will have before it:

- Amendment to the annex to the financial regulations. Submitted by the Secretariat (IDB.30/4)
- Board decision IDB.30/Dec.6 on the annex to the financial regulations

Item 11. Implementation of the medium-term programme framework, 2004-2007

In resolution GC.10/Res.2 on the medium-term programme framework, 2004-2007, the Conference requested the Director-General to report on the implementation of that resolution. Thus, the Conference will have before it:

- Implementation of the medium-term programme framework, 2004-2007. Report by the Director-General (GC.11/6)
- Integrated programmes and country service frameworks. Note by the Secretariat (GC.11/CRP.2)

Item 12. Medium-term programme framework, 2006-2009

Pursuant to General Conference decisions GC.2/Dec.23 and GC.6/Dec.10, the Director-General submitted to the Board in the first year of the fiscal period 2004-2005, through the Programme and Budget Committee, a draft medium-term programme framework for the years 2006-2009 (IDB.29/6). These proposals have been revised in accordance with the consultations on the strategic long-term vision (GC.11/8/Rev.1). As consultations on this subject are

still ongoing, any possible changes will be reflected in a conference room paper.

The Conference will have before it:

- Medium-term programme framework, 2006-2009. Revised proposals of the Director-General (GC.11/12)

Item 13. Strategic long-term vision statement

In resolution GC.10/Res.2, the Conference invited the Director-General to develop a strategic long-term vision statement (10-15 years) possibly in time for its adoption by the eleventh session of the General Conference, including UNIDO's strategic contribution to the Millennium Development Goals. In accordance with decision IDB.30/Dec.9 subsequently adopted by the Industrial Development Board, the Secretariat continued consultations with Member States with a view to finalizing the strategic long-term vision statement. Thus, the Conference will have before it:

- UNIDO strategic long-term vision statement. Report by the Director-General (GC.11/8)
- UNIDO strategic long-term vision statement. Report by the Director-General following consultations with Member States (GC.11/8/Add.1)

Item 14. Programme and budgets, 2006-2007

In accordance with Article 14.4 of the Constitution, the Conference shall consider and approve the programme of work and the corresponding regular budget and operational budget submitted to it by the Board, by a two-thirds majority of the Members present and voting. At its thirtieth session, the Board considered the recommendation of the Programme and Budget Committee based on the proposals of the Director-General submitted in document IDB.30/6 and adopted decision IDB.30/Dec.7. In accordance with that decision revisions to document IDB.30/6 are submitted to the Conference.

The Conference will thus have before it:

- Programme and budgets, 2006-2007. Revised proposals of the Director-General (GC.11/11)
- Board decision IDB.30/Dec.7 on programme and budgets, 2006-2007

Item 15. Implementation of the Cooperation Agreement with the United Nations Development Programme

In conclusion 2004/6, the Programme and Budget Committee requested the Director-General to submit to

the Conference a progress report on the implementation plan of the strategic alliance with UNDP.

At its thirtieth session, the Board took note of the progress report of the Director-General on the implementation of the Cooperation Agreement with UNDP (GC.11/7-IDB.30/17 and IDB.30/CRP.6). That information will be updated in an addendum and a conference room paper.

Thus, the Conference will have before it:

- Implementation of the Cooperation Agreement with the United Nations Development Programme. Progress report by the Director-General (GC.11/7-IDB.30/17 and Add.1)

Item 16. UNIDO Staff Pension Committee

The Conference will have to take action on the recommendation of the Board (IDB.30/Dec.10) concerning candidates for election to the UNIDO Staff Pension Committee for the years 2005 and 2006 as well as any developments that have occurred since the adoption of that decision. The Conference may also wish to authorize the Board to proceed with the election for any Committee posts that might become vacant before the Conference holds its twelfth session.

The Conference will have before it:

- Board decision IDB.30/Dec.10 on personnel matters

Item 17. Matters related to intergovernmental, non-governmental, governmental and other organizations

In accordance with rule 13 of the rules of procedure of the Conference, the provisional agenda for each regular session shall include reports from specialized and related agencies and from other intergovernmental organizations with which UNIDO has concluded a relationship agreement pursuant to Article 19.1 (a) of the Constitution, and items proposed by them, where the agreement establishing the relationship with the organization concerned so provides.

Furthermore, in the guidelines for the relationship of UNIDO with intergovernmental, governmental, non-governmental and other organizations adopted by the General Conference at its first session (GC.1/Dec.41, annex), it is stipulated that the Director-General shall report to the Conference at each regular session on any agreements with intergovernmental and governmental organizations entered into by him on behalf of the Organization since the preceding regular session as well as on any consultative relations established with non-governmental organizations in the same period.

The Conference will thus have before it decisions IDB.28/Dec.8 adopted by the Board on the subject at its twenty-eighth session, and the following document:

- Matters related to intergovernmental, non-governmental, governmental and other organizations. Note by the Director-General (GC.11/9)

Item 18. Appointment of the Director-General

In accordance with Article 11.2 of the Constitution, the Director-General shall be appointed by the Conference upon recommendation of the Board for a period of four years. Rule 103.4 of the rules of procedure of the Conference stipulates that the Conference shall also consider a draft contract, submitted to it at the same time by the Board for approval, establishing the terms and conditions of appointment of the Director-General, including his salary and other emoluments attached to the office. When approved by the Conference, the contract of appointment shall be signed by the new Director-General and by the President of the Conference, acting in the name of the Organization.

The procedure to be followed by the Conference for the appointment of the Director-General is contained in rule 104.

At its thirtieth session, the Board decided to recommend to the Conference the appointment of Mr. Kandeh K. Yumkella as Director-General of UNIDO for a period of four years from the eighth day of December 2005 or until the Director-General appointed at the thirteenth regular session of the Conference assumes office, whichever is later.

The Conference will have before it:

- Board decision IDB.30/Dec.11 on the recommendation of a candidate for the post of Director-General
- Board decision IDB.30/Dec.12 on the terms and conditions of appointment of the Director-General

Item 19. Date and place of the twelfth session

Article 8.2 (a) of the Constitution stipulates that the Conference shall hold a regular session every two years, unless it decides otherwise. In the programme and budget proposals of the Director-General for 2005-2006, provisions have been made to hold the twelfth session of the General Conference for a duration of five working days. The dates of 3 to 7 December 2007 have been scheduled tentatively for the twelfth session of the Conference in Vienna.

Item 20. Closure of the session

<i>Annex</i>				
PROPOSED TENTATIVE SCHEDULE OF WORK GENERAL CONFERENCE, ELEVENTH SESSION 28 November-2 December 2005				
<i>Monday, 28 November</i>	<i>Tuesday, 29 November</i>			
<i>Wednesday, 30 November</i>	<i>Thursday, 1 December</i>			
<i>Friday, 2 December</i>				
<u>10 a.m. - 1 p.m.</u>	<u>10 a.m.-1 p.m.</u>	<u>9 a.m.</u>	<u>10 a.m.-1 p.m.</u>	
OPENING OF THE SESSION	3rd plenary meeting —General debate	5th plenary meeting —General debate	7th plenary meeting —General debate	9th plenary meeting — Consideration and adoption of decisions and resolutions, including - Appointment of an External Auditor (item 10 (e)) - Appointment of the Director-General (item 18)
followed by				General Committee
1st plenary meeting	Main Committee —1st meeting	Main Committee —3rd meeting	Main Committee —5th meeting	
<u>12.30 p.m.</u>				
General Committee				
*	*	*	*	*
*	*	*	*	*
*	*	*	*	*
<u>3-6 p.m.</u>	<u>3-6 p.m.</u>	<u>3-6 p.m.</u>	<u>3-6 p.m.</u>	<u>3-6 p.m.</u>
2nd plenary meeting	4th plenary meeting —General debate	6th plenary meeting —General debate	8th plenary meeting —General debate	10th plenary meeting [if required] Consideration and adoption of decisions and resolutions
Forum: Industrial development, trade and poverty alleviation through South-South cooperation	Main Committee —2nd meeting	Main Committee —4th meeting	Main Committee —6th meeting	