

**Administrative Committee
on Coordination**ACC/1993/14
14 July 1993

ENGLISH ONLY

ADMINISTRATIVE COMMITTEE ON COORDINATION

FIRST REGULAR SESSION OF 1993

Rome, 19-20 April 1993

SUMMARY OF CONCLUSIONS

1. ACC held its first regular session of 1993 at FAO Headquarters in Rome on 19 and 20 April 1993 under the chairmanship of the Secretary-General of the United Nations, Mr. Boutros Boutros-Ghali. The agenda for the session was as follows:

1. Adoption of the agenda
2. Functioning of ACC and its subsidiary machinery
3. Follow-up to the United Nations Conference on Environment and Development
4. Coordination of humanitarian assistance: emergency relief and continuum to rehabilitation and development
5. Administrative questions
6. Other matters

2. A private meeting between the Secretary-General and the executive heads of the specialized agencies, IAEA and GATT, present in Rome, was held on 19 April 1993.

3. The Secretary-General briefed ACC on the discussions at the private meeting. The discussions had covered recent political developments including various peace-keeping operations, emergency and humanitarian situations involving the United Nations System, the follow-up to the United Nations Conference on Environment and Development, the preparations for the World Summit for Social Development, the fiftieth anniversary of the United Nations and the functioning of ACC itself.

4. The present document outlines the issues raised under the agenda items and provides the text of the decisions taken by the Committee.

I. FUNCTIONING OF THE ACC SUBSIDIARY MACHINERY

5. In the light of changes in the international scene and new demands placed upon the United Nations system as a whole, the Administrative Committee on Coordination (ACC) has, over the course of several months, undertaken a process of careful examination of its functioning. Having considered a report on its functioning, prepared by a senior consultant and former member of the Committee, ACC adopted the following conclusions:

A. Mandate of ACC

6. The ACC is mindful of the fact that it is a committee of executive heads who have been entrusted by the governing bodies that elected them with implementing the policies determined by those bodies and carrying out the programmes approved by them. Within that framework, they meet under the chairmanship of the Secretary-General, with the participation of various United Nations programmes, to ensure the coordination of those programmes and to promote close cooperation within the system in the pursuit of the common goals of the member States. The Secretary-General of the United Nations and the executive heads, as members of ACC, thus have both individual and collective responsibility for providing impetus and effective direction to the work of the system within the policy guidance provided by the intergovernmental deliberative organs.

B. Principles

7. The following principles will underlie the functioning of ACC:

(a) The Secretary-General, in his capacity as Chairman of ACC, submits for discussion by ACC any programme or proposal of a general or system-wide nature, the significance and content of which necessitate prior consultation with the agencies concerned and their subsequent cooperation in follow-up and implementation. Once these consultations have been concluded, the Secretary-General, if necessary, informs the Economic and Social Council or the General Assembly, accordingly;

(b) The members of ACC undertake to carry out the necessary consultations within the framework of ACC when launching, on their own initiative, any operation the implementation of which will require contributions by several - or all - members of ACC. An example might be the organization of an international or world conference on a subject which involves the mandates and interests of a number of United Nations organizations;

(c) The executive heads of the agencies undertake to convey to their deliberative organs major initiatives within the United Nations system of particular relevance to their organizations or in which their organizations are expected to participate. Similarly, the Secretary-General undertakes to keep the Economic and Social Council and the General Assembly informed of the major initiatives of the agencies.

C. Working methods

8. The following procedures of work will generally be followed by ACC:

(a) At each session, ACC will consider two or three substantive issues apart from agenda items relating to administrative questions, including personnel questions. ACC will normally expect one of its subsidiary bodies to take the lead in preparing for the discussion of each specific item. However, when appropriate, ACC may designate one or two organizations as lead agency/agencies for the preparation of its discussion of a certain item;

(b) In order to enable ACC to have a focused and useful discussion on each item on its agenda, the ACC secretariat will arrange to have concise documents prepared containing a synopsis or analysis of the issues involved. The documents may, where applicable, highlight agreements reached or consensus achieved, together with indications of any differences of view that might have emerged during the course of their preparation. They may contain specific proposals which ACC could, at the end of its discussion, adopt or take note of;

(c) In the case of agenda items on which no specific recommendation is submitted, the Chairman or members of ACC may propose possible conclusions for adoption by ACC;

(d) ACC may, where appropriate, appoint consultants in connection with the preparation of documentation/background material for discussion of any issue by ACC;

(e) The outcome of the ACC session - consisting of the conclusions drawn, views adopted or decisions taken - will be approved by ACC before it adjourns, or, when so directed, by the Organizational Committee on its behalf, in the session of that Committee immediately following that of ACC;

(f) In addition, a concise summary of the discussions held under the various agenda items will be circulated for comments, at the latest one month after the session, and will be revised in the light of the comments received;

(g) A report on actions taken to follow up on the conclusions reached by ACC at each of its sessions will also be circulated one month before the following session.

D. Calendar of meetings of ACC

9. ACC will hold two regular sessions a year, one in the autumn in New York, during the General Assembly, and the other in the spring at another venue. A regular session will normally last two days, with one day being at least partially reserved for administrative issues including personnel questions.

10. Apart from the regular sessions, the Chairman of ACC may, in consultation with members of ACC, convene special sessions of ACC on issues requiring urgent attention.

11. Outside the framework of ACC, the Secretary-General will have the option, either on his own initiative or at the request of one or more members of ACC, of organizing meetings on issues that, because of their nature or urgency, require consultation with the agencies concerned.

E. Proposals relating to subsidiary bodies

12. The consultative committee formed by the fusion of CCSQ (OPS) and relevant functions of CCSQ (PROG) will be called the Consultative Committee on Programme and Operational Questions. Its terms of reference are contained in annex I.

13. The Consultative Committee on Administrative Questions will have senior-level representation and will be assisted by two components representing the former CCAQ (PER) and CCAQ (FB). It will meet for no more than two days, when ACC decides that important policy issues need to be addressed. Otherwise its two components - one dealing with personnel questions and the other with financial and budgetary matters - will continue to meet separately, with members drawn from respective technical services of the organizations. Its terms of reference, subject to any comments which the Committee may formulate at its first meeting for the consideration of ACC, are contained in annex II.

14. The ACC continues to require the assistance of a committee responsible for organizing ACC sessions; overseeing the preparation of documentation; monitoring the programme of work; and reviewing as needed, on behalf of the ACC, the work of the subsidiary machinery. The members of this committee - the Organizational Committee (OC) of ACC - work under the direct guidance of the respective executive heads. The Committee receives its instructions from, and reports directly to, the ACC.

15. The two consultative committees, together with the Inter-Agency Committee on Sustainable Development (IACSD), will continue the current practice of reporting directly to ACC. All other subsidiary bodies will report to ACC through the Consultative Committees, IACSD, or the Organizational Committee.

16. The above arrangements will be reviewed in two years' time in the light of experience.

F. Secretariat arrangements

17. The ACC secretariat will remain in the Secretary-General's office and will be responsible for servicing both ACC and its Organizational Committee.

18. The servicing of ACC standing committees having jointly funded secretariats, including the two consultative committees, will be handled from Geneva, where those secretariats will be grouped in common premises to ensure the greatest cost-effectiveness in providing support services. Secretaries will continue to be responsible to the respective committees.

19. Inter-agency consultations will be undertaken in order to present a proposal to ACC, at its autumn 1993 session, regarding staffing and budgets for the jointly funded secretariats.

G. Division of labour and access to resources

20. ACC requests the Consultative Committee on Operational and Programme Questions to develop, in consultation with the Inter-Agency Committee on Sustainable Development, a methodology and a timetable to expedite consideration of the division of labour and access to resources and to submit a progress report to ACC at its October 1993 session and a full report at its spring 1994 session.

H. Information sharing

21. ACC takes note of the progress of the review of the Advisory Committee for the Coordination of Information Systems (ACCIS), initiated by the Organizational Committee. It decides to establish a task force consisting of senior managers in concerned United Nations organizations to carry out further detailed studies of the issues involved. This high-level group, which may be supported by information experts from organizations in the United Nations system and, if necessary, by outside expertise, should submit a report of its findings to the Organizational Committee, for the preparation of recommendations to be presented to ACC at its autumn 1993 session. Arrangements for the work of the task force will be considered further by OC.

I. Other ACC subsidiary bodies

22. Subject to the above decision, ACC endorsed the recommendations of OC as contained in document ACC/1993/CRP.5/Rev.1, as revised by ACC (see annex III).

II. FOLLOW-UP TO THE UNITED NATIONS CONFERENCE ON
ENVIRONMENT AND DEVELOPMENT

23. The Committee noted with satisfaction that IACSD had initiated a process for the allocation and sharing of responsibilities among the organizations of the United Nations system for implementation of Agenda 21. It agreed that a basic challenge for the system would be to achieve more effective country- and regional-level coordination and to develop closer cooperation among organizations around specific issues and programmes relating to Agenda 21. It emphasized that mobilization of adequate resources was a key element of the effort to meet that challenge. It welcomed the fact that one of the main issues on the agenda of the first session of the Commission on Sustainable Development would be the role and contribution of the United Nations system in the follow up to the Rio Summit.

24. Following an exchange of views, ACC adopted the following statement to the Commission on Sustainable Development:

"A. ACC welcomes the establishment of the Commission for Sustainable Development and offers its full support to the Commission in meeting the daunting challenge of achieving sustainable development. It looks forward to policy guidance from the Commission in the process of translating the mandates emanating from the Rio Conference, and Agenda 21 in particular,

into a coherent set of priorities and programmes for the United Nations system.

B. In the short time since the Rio Conference, ACC has initiated actions in a variety of ways and at all levels to follow up its decisions. The ACC itself, as the principal inter-agency coordination mechanism for policy decision-making, has placed this question high on its agenda. The existing ACC subsidiary machinery and other inter-agency coordination arrangements are being streamlined and reorganized substantially to achieve greater complementarity and synergy in giving practical shape to the programme areas of Agenda 21. The newly established Inter-Agency Committee on Sustainable Development has met and launched a process of intensive review of the activities of the organizations of the UN system with a view to enhancing inter-agency coordination and developing an effective response to Agenda 21.

C. The results of Rio are having a profound and far-reaching effect on the programmes and priorities of the organizations of the system. They are undertaking intensive reviews of their work programmes, reordering their priorities and wherever feasible shifting resources in order to concentrate on assisting countries in meeting the key objectives of Agenda 21 in their respective areas of competence.

D. As it begins its first substantive session, ACC wishes to draw the attention of the Commission to three key issues: allocation and sharing of responsibilities for implementation of Agenda 21, coordination of the UN system and financing.

E. Regarding coordination, ACC intends to ensure that existing activities would be oriented to the implementation of Agenda 21 and the sharing of responsibilities will be defined. The basic challenge will be to achieve more effective country and regional level coordination as well as to develop closer coordination and cooperation among agencies around specific issues and programmes. To these ends, the following process will be pursued:

- (a) At the field level, inter-agency coordination structures will take full account of national and regional objectives of Agenda 21;
- (b) At the international level, each organization will pursue the review of its programming and budgetary processes in the light of thematic areas of Agenda 21 with a view to reordering priorities and reorienting existing activities; identifying additional or new activities that should be carried out in response to Agenda 21 and the corresponding financial requirements; and indicating arrangements for cooperation and coordination with other agencies and whether these are adequate or need improvement;
- (c) Each organization will be requested to indicate programme areas of Agenda 21 for which they would have the capacity to make a substantial contribution and the Chairman of IACSD will designate task managers from the entire system for coordination and joint programming, taking

into account the criteria suggested by the ACC Task Force on Environment and Development;

(d) The reviews mentioned in subparagraph (b) together with the proposals referred to in subparagraph (c) will be monitored by IACSD in order to ensure a coherent and comprehensive response from the system around thematic clusters as defined by the Commission for Sustainable Development. In those instances where these reviews by organizations show either unnecessary duplication of effort or opportunities for co-operation, consultations will be held to resolve differences and promote joint programming.

F. The Commission will continue to be apprised of measures undertaken by the ACC to ensure that sustainable development principles are incorporated into programmes and processes within the United Nations system and the progress achieved in the incorporation of recommendations of UNCED in the activities of the United Nations system organizations.

G. ACC notes with concern the slow progress achieved thus far in initiating the implementation of Agenda 21. The commitments undertaken at Rio, have not been followed by commensurate actions for their realization. In this regard, the lack of adequate financing is among the principal constraints in all countries. Renewed political will and concerted action is needed to overcome this constraint.

H. The United Nations system has been called upon to assist countries in fulfilling the objectives of Agenda 21. As stated earlier, ACC has initiated a number of steps to mobilize the energies and experience of the system for a coherent and coordinated response to this vast and complex challenge. Every effort is being made to enhance the efficiency of resource use through more effective coordination at the country, regional and global levels and utilization of possibilities for cooperation to achieve synergy. Nevertheless, the imperative need to provide additional funding to meet the new mandates stemming from Agenda 21 must be recognized. ACC notes with concern that despite the commitments undertaken at Rio, funding for mandated programmes has not been forthcoming. In particular, the replenishment of the International Development Association (IDA), has fallen short of expectations.

I. It is essential that the replenishment of the International Fund for Agricultural Development (IFAD), the Global Environment Facility and the financing of the Capacity 21 Initiative and the UNEP Environment Fund be at an adequate level. ACC further notes the great need for financing of activities at the country and local levels which remain unmet. This gap needs to be bridged urgently if the sustainable development objectives of UNCED are to be realized.

J. A number of inter-governmental processes such as the global conference on the sustainable development of small island developing States, the inter-governmental negotiating committee on a convention on desertification and the inter-governmental negotiations on chemical safety have been or are being initiated in pursuit of the decisions of UNCED. The organizations of the system are required to contribute substantively to these processes.

The budgetary resources of the agencies and organizations of the system are not adequate for these new activities. Clearly, action is needed in the appropriate governing bodies of the system and by the international community to meet these additional resource requirements.

K. In conclusion, ACC wishes to renew its commitment to meet the challenge of promoting sustainable development. It recognized the critical role of the United Nations system as the global framework for realizing the objectives of Agenda 21. ACC underlines, once again, the importance of ensuring a coherent, well-coordinated and adequate response to this challenge by the United Nations system. It reiterates its determination to undertake all necessary steps towards this objective. The full support of Governments will be critical to the success of this endeavour. ACC looks forward to such support."

III. COORDINATION OF HUMANITARIAN ASSISTANCE: EMERGENCY RELIEF AND CONTINUUM TO REHABILITATION AND DEVELOPMENT

25. ACC had an extensive and rich discussion on the coordination of humanitarian assistance: emergency relief and continuum to rehabilitation and development, an issue identified by it as one of the most important and urgent challenges facing the international community. It noted the dramatic increase, in recent years, in ethnic strife and civil conflicts. The United Nations system was increasingly called upon to meet the challenge of providing protection as well as humanitarian assistance to the victims of the intra-State conflicts and natural disasters and at the same time seek to address the root causes of those situations. ACC recognized the importance of coherent, effective and timely response to those emergencies and to ensure the continuum to rehabilitation and development.

26. ACC expressed appreciation for the Secretary-General's decision to establish the Department of Humanitarian Affairs and the appointment of Under-Secretary-General Eliasson to strengthen inter-agency coordination and to ensure an integrated approach to political and peace-keeping activities while maintaining the impartiality of humanitarian action. It commended the efforts of the Secretary-General and the Department of Humanitarian Affairs to meet, together with the relevant agencies and programmes, the current enormous humanitarian challenges. ACC members noted the assurances that the Department's role was not to assume operational responsibilities but to ensure effective coordination and better utilization of the distinctive capacities and expertise of the organizations and agencies of the United Nations system.

27. Some of the salient points emanating from the ACC discussion were:

- (a) The need to emphasize the imperative of humanitarian action;
- (b) The importance of respect for human rights, democracy, justice and good governance in avoiding civil and ethnic conflicts;
- (c) The importance of humanitarian diplomacy in promoting dialogue as well as securing access to the affected populations.

28. Improved coordination and adequate funding for humanitarian and military dimensions of United Nations operations were seen as a sine qua non for the effective and timely response of the United Nations system to complex emergencies. Members also stressed:

(a) The importance of galvanizing humanitarian response, as early as possible, through effective and timely use of early warning indicators;

(b) The need for strengthening early warning modalities both for man-made and natural disasters;

(c) The need to take into account the emergency response capacity of the United Nations system in considering the concept of United Nations emergency teams;

(d) The importance of prevention and mitigation activities and the need to ensure resources for these activities;

(e) The importance of the activities of the International Decade for Disaster Reduction, especially in the context of prevention, mitigation and preparedness;

(f) The importance of incorporating within programmes and activities, measures for preventive action, including capacity-building, to reduce vulnerability, particularly of poor groups, in order to reduce disaster impact;

(g) The need to modify administrative rules to ensure timely response to emergencies;

(h) The critical importance of disaster preparedness and disaster management training;

(i) The role of IASC as a policy formulation and action-oriented body, including on field-level structures;

(j) The importance of using the Department as a focal point for information and for division of responsibility;

(k) The need to examine the concept of entrusting primary responsibility in specific emergencies to the appropriate agency or organization, under the coordination of the Department.

29. The usefulness of the consolidated appeals process was acknowledged, though some aspects, particularly related to follow-up, could benefit from improvement.

30. It was agreed that initial assessment of emergency needs should be carried out effectively and speedily under departmental coordination, drawing upon the capacities of agencies with mandates and experience in needs assessments, and with the participation of concerned organizations, relevant non-governmental organizations and Governments. Moreover, attention was drawn to:

(a) The essential need for Governments to be fully involved in preparing appeals that included relief, rehabilitation and development needs;

(b) The importance of addressing the special needs, including reproductive health needs, of women victims of complex emergencies and their pivotal role in rehabilitation, reconstruction and development continuum, as well as the needs of children;

(c) The need, where necessary, to address the problems of drug abuse and drug trafficking;

(d) The need for the Department, through IASC, to develop strategies for the mobilization of resources not only for emergency humanitarian needs but also for supporting rehabilitation activities as part of the continuum to development;

(e) The need to address the question of imbalance in the allocation of resources for humanitarian and development needs and peace-keeping operations;

(f) The need to draw attention to the imbalance in donor response, in relation to both goods and services and to countries;

(g) The importance of ensuring availability of resources for immediate rehabilitation and reconstruction needs and for development.

31. Since the continuum from relief to rehabilitation and development was not a linear relationship, emergency responses should be so designed as to facilitate initiatives for rehabilitation and development. Job creation was seen to be an important objective.

32. Other salient points were:

(a) The importance of the role of non-governmental organizations at the field level, in relief operations and development initiatives and for enhancing donor and media awareness;

(b) The need for the Department to develop a media strategy with an appropriate projection of the achievements of the system (such as the response to the drought in southern Africa);

(c) The initiatives taken by the Department in regard to demining activities and the need to ensure adequate financing for such activities;

(d) The need to enhance the security and safety of humanitarian personnel and relief supplies, welcoming the relevant recent actions of the Security Council.

33. ACC took note of the report prepared by the Department for its consideration of this issue (ACC/1993/CRP.3/Rev.1). It welcomed the recommendations of the Organizational Committee (ACC/1993/CRP.3/Add.1) and agreed that they, along with the views expressed during its deliberation of the issue, as reflected in the ACC summary of conclusions and the departmental report, be taken into account in the preparation of the report to the Economic and Social Council in July. It requested further consultations on the report to the Council with a view to eliciting the views of the concerned organizations.

IV. ADMINISTRATIVE QUESTIONS

34. Under this item ACC was briefed by the Chairman of CCAQ (PER) on the outcome of its seventy-eighth session. In addition, in accordance with established practice, the Chairman of the International Civil Service Commission, the President of the Federation of International Civil Servants' Associations and the Deputy Executive Secretary of the Coordinating Committee for Independent Staff Unions and Associations of the United Nations System, made statements before ACC on issues of current concern.

35. A discussion followed which highlighted the question of security and safety of United Nations system personnel and reflected a shared sense of sorrow and profound concern at the alarming increase in the loss of life of staff members. In considering the issues related to personnel questions, ACC recalled with dismay that the number of staff members who had lost their lives in the pursuit of their duties had increased. Gravely concerned about the security of the staff who were discharging complex responsibilities, often under increasingly difficult and dangerous circumstances, ACC noted with appreciation the statement made by the President of the Security Council on 31 March 1993 on the subject of the safety of United Nations forces and personnel deployed in conditions of strife, and welcomed the decision of the Security Council to consider the matter further in the light, inter alia, of a report to be submitted to the Council by the Secretary-General on the existing arrangements for the protection of United Nations forces and personnel, and the adequacy thereof. ACC further noted with appreciation the measures undertaken on behalf of the Secretary-General to review the overall security management arrangements and procedures in order to enhance the United Nations security system in the light of changing requirements. The organizations and programmes of the United Nations system supported the efforts undertaken by the Secretary-General in that regard and resolved to do all that was within their power to increase coordination and to intensify their joint efforts with a view to increasing the efficiency of security arrangements.

36. ACC reiterated its concern at the continued lack of competitiveness of the conditions of service of the Professional and higher categories of staff, while new demands were being placed on them in carrying out the increasingly diverse and complex programmes of the United Nations system. ACC agreed to bring its concerns in respect of the remuneration level of the Professional and higher categories to the attention of the Member States; and to urge ICSC to give its fullest attention at its summer 1993 session to that question.

37. While considering the remuneration level of Professional and higher categories of staff, ACC noted that ICSC and the General Assembly had acknowledged that the remuneration levels of major international organizations outside the common system were higher than those of the common system, as reflected in General Assembly resolution 47/216. It further noted that the General Assembly had invited the Commission to study all aspects of the application of the Noblemaire principle with a view to ensuring the competitiveness of the United Nations common system. ACC fully agreed that the application of the Noblemaire principle should be examined in all its aspects with a view to ensuring the competitiveness of United Nations pay levels and requested CCAQ to pursue with all speed its studies on the application of the principle and the structure of the salary scale.

38. With regard to the methodology for determining the pensionable remuneration of the General Service staff, ACC decided to convey to the United Nations Joint Staff Pension Board its concern that any modifications to the methodology must be technically sound and should not result in erosion of the current conditions.

39. The attention of ACC was drawn to the request of the General Assembly, pursuant to resolution 46/191 B, to the Economic and Social Council to review at its substantive session of 1993 the applicable sections of the relationship agreements between the United Nations and member organizations of the United Nations common system concerning the common system of salaries, allowances, and conditions of service, in particular article VIII of the Agreement between the United Nations and ITU. It noted that CCAQ (PER) had concluded that there were no problems at the working level which would justify a review of the agreements.

40. The Committee was also informed of a letter addressed by the Chairperson of JIU to the Secretary-General, indicating the manner in which the Unit intended to approach the preparation of a report to be submitted to the Economic and Social Council on the subject. The view was expressed that the proposed approach broadened the issue beyond the context envisaged in General Assembly resolution 46/191 B, raising issues of principle which would require prior reference to the competent legislative organs to which JIU was responsible. The Secretary-General was requested to inform JIU of that view.

V. OTHER MATTERS

41. The attention of ACC was drawn to the summary of conclusions reached by OC at its meeting from 5 to 8 April 1993, including actions on the reports of ACC bodies (ACC/1993/2/Add.1).

42. It was recalled that OC, in the context of its 1991 preparation of the biennial work programme for ACC and its subsidiary machinery, had proposed that the second regular session of ACC for 1993 be held at United Nations Headquarters from 19 to 20 October. ACC approved those dates as well as the dates for its first regular session of 1994 (11-13 April at headquarters of ITU).

Annex I

DRAFT TERMS OF REFERENCE: CONSULTATIVE COMMITTEE
ON PROGRAMME AND OPERATIONAL QUESTIONS

The Consultative Committee on Programme and Operational Questions (CCPOQ) will advise and assist ACC on a wide range of issues with a view to promoting complementarities and mobilizing the United Nations system's analytical, normative and operational capacities for economic and social development in support of common goals and agreed strategies. To that end, it will, in particular:

1. Ensure an ongoing dialogue regarding major strategies, approaches and issues relevant to the development activities of the United Nations system and consider modalities for the system to respond to socio-economic challenges facing the international community;
2. Consider issues related to enhancing the responsiveness of the system to national objectives and priorities, taking into account global and regional goals and strategies; promote programme coordination and collaborative arrangements among organizations of the system around substantive priority themes and review their progress periodically;
3. Consider and monitor progress on measures to enhance the programming, implementation and cost-effectiveness of the system's operational activities, in accordance with national plans and priorities and the impact of such measures on strengthening national capacities;
4. Consider matters relating to improved cooperation and coordination of action and effective harmonization of activities at the field level;
5. Prepare recommendations and/or policy options for consideration by ACC, inter alia, in response to requests by intergovernmental bodies;
6. Recommend, where appropriate, measures for implementation of policy guidance emanating from intergovernmental bodies and periodically review progress in that regard;
7. Review the reports of designated subsidiary bodies and, as appropriate, make specific recommendations for consideration by ACC.

The Committee should draw on the expertise of its member organizations to fulfil its functions and, as necessary, may convene task-oriented working groups to assist it in addressing specialized subjects within its mandate.

Annex II

DRAFT TERMS OF REFERENCE: CONSULTATIVE COMMITTEE
ON ADMINISTRATIVE QUESTIONS

With a view to achieving the widest possible measure of harmonization, the Consultative Committee on Administrative Questions (CCAQ) will advise ACC on policy issues identified by ACC relating to the management and administration of the organizations of the system. In particular CCAQ or its components, as appropriate, will:

1. Ensure an ongoing dialogue related to those issues so as to increase productivity and reduce costs in financial and administrative operations;
2. Formulate common positions on questions in respect of personnel, budgetary, financial and other administrative matters;
3. Examine decisions relating to system-wide coordination of administrative questions, taken by intergovernmental bodies concerned, and take and/or recommend necessary action for their implementation;
4. Give consideration to matters raised by advisory or expert bodies such as the International Civil Service Commission;
5. Examine for ACC matters of system-wide concern brought to its attention by individual participating organizations;
6. Establish, as appropriate, subcommittees devoted to specialized subjects related, on the one hand, to personnel questions such as job classification and staff training and, on the other hand, to financial issues such as programme budget practice, accounting and financial reporting arrangements, cash management and the improvement of general financial systems.

Annex III

FUNCTIONING OF ACC AND ITS SUBSIDIARY MACHINERY*

INTRODUCTION

1. Following the submission of a preliminary report by Mr. Blanchard to the second regular session of ACC in 1992, a number of measures have already been taken to considerably restructure and streamline the ACC machinery.
2. A supplementary report by Mr. Blanchard is now before ACC in document ACC/1993/CRP.1. A summary of the recommendations addressed to ACC in that report is contained in page 15 of the document.
3. In addition, a number of outstanding issues relating to the review of the subsidiary machinery of ACC have meanwhile been examined by the new consultative committee on substantive questions, the Inter-Agency Committee on Sustainable Development, and the Organizational Committee of ACC.
4. The purpose of the present note is to consolidate and summarize the outcomes of the reviews undertaken by these bodies, highlighting recommendations requiring action by ACC.

I. SUBSIDIARY BODIES OF ACC

5. In his letter of 23 December 1992, addressed to members of ACC, the Secretary-General outlined a number of concrete measures for a further restructuring of the ACC machinery, as a follow-up to the decisions to establish a single consultative committee on substantive questions and a new Inter-agency Committee on Sustainable Development. In that context, the Secretary-General's letter identified five categories of inter-agency bodies and set out actions to be taken in relation to each category, so as to achieve a large measure of consolidation and streamlining. The Executive Heads generally welcomed the Secretary-General's initiative and the approaches set out in his letter.
6. At a special meeting of the Organizational Committee of ACC (OC) held in February 1993, the OC considered some general criteria, implicit in the proposals made by the Secretary-General in his letter of 23 December 1992, to guide further reviews of the functioning of subsidiary bodies which had not been discontinued as a result of the Secretary-General's letter. The first of these criteria was that ACC's own role and functions should be kept in view in determining the nature and functions of its subsidiary bodies, the primary purpose of which should be to support ACC and assist it in fulfilling its coordination functions. The Committee also felt that the main consideration which should underlie decisions as to whether any given subsidiary body was to be retained as part of the ACC machinery, should be the relevance of its work,

* ACC/1993/CRP.5/Rev.1 of 23 April 1993.

including both advisory and "networking" functions, to that of ACC itself or the main Committee to which it reports.

A. Consultative Committee on Substantive Questions (CCSQ)

7. A decision has already been taken on the merger of CCSQ (PROG) and (OPS). The new Committee held its first meeting in Geneva on 16-19 March 1993.

8. ACC is invited to decide on the name of the new Committee, act on its terms of reference and approve the structure of its subsidiary machinery.

9. OC had proposed that the title of this Committee should be "Consultative Committee on Programmes and Operational Activities". a/ The Consultative Committee itself is now recommending that it be named "Consultative Committee on Policies, Programmes and Operational Activities".

10. Corresponding draft terms of reference, as recommended by the Committee itself, are attached for ACC's consideration (annex I).

11. It is proposed that the subsidiary bodies of the new Committee include the existing Task Force on Rural Development, the existing Subcommittee on Statistics and the Ad Hoc Inter-Agency Working Group on Demographic Estimates and Projections, and the Ad Hoc Inter-Agency Meeting on Coordination in Matters Relating to International Drug Abuse Control.

12. In relation to the Task Force on Rural Development it would be understood that, while serving as a subsidiary body of the Consultative Committee on Substantive Questions, the Task Force would also provide inputs to the Inter-Agency Committee on Sustainable Development on issues related to Agenda 21. The Consultative Committee on Substantive Questions and the Task Force itself will give further consideration to the question whether the Task Force should retain its present focus on rural poverty or should expand it to cover problems of urban poverty as well.

13. It is also intended that the Subcommittee on Statistics and the Ad Hoc Inter-Agency Working Group on Demographic Estimates and Projections, while retaining their separate identity, should be linked, with the latter reporting through the former.

B. Inter-Agency Committee on Sustainable Development (IACSD)

14. The Committee held its first meeting in New York from 23-25 March 1993.

15. ACC is invited to approve the subsidiary structure of the Committee.

16. In accordance with the Committee's recommendations, its subsidiary bodies would include the existing Inter-Secretariat Group on Water Resources and a coordination mechanism for the oceans.

17. It is proposed however that the terms of reference of the Inter-Secretariat Group on Water Resources be updated to include relevant aspects of the implementation of Agenda 21.

18. It is further intended that the Chairman of the Inter-Agency Committee on Sustainable Development convene a meeting of concerned organizations to work out arrangements for an inter-agency mechanism, reporting to the Committee, which would deal with broad development issues related to the oceans.

C. Other bodies

19. OC further recommends the retention of three subsidiary bodies to deal with the coordination of information systems (currently ACCIS) public information (JUNIC) and, with a review in two years' time, nutrition.

20. It is recommended b/ that a senior level Inter-Agency Working Group be convened to identify policy issues relating to coordination in respect of information systems and to propose appropriate mandates, structures and secretariat arrangements for the existing Advisory Committee for the Coordination of Information Systems (ACCIS), as well as the International Computing Centre (ICC), and to report its findings to ACC at its next session. c/

21. The above recommendation concerning the Subcommittee on Nutrition takes into account the immediate requirements for the follow-up to the International Conference on Nutrition. OC will pursue at its meeting after the ACC session its review of the Subcommittee on Nutrition's functioning, including reporting arrangements.

22. With regard to the Joint United Nations Information Committee (JUNIC) it is further proposed that the new arrangements for the assumption of chairmanship, on a rotation basis, be continued.

23. While recognizing the usefulness of inter-agency consultations in the area of outer space, OC concluded that such consultations need not be part of the ACC machinery. Arrangements will be made for the Consultative Committee on Substantive Questions and the Inter-Agency Committee on Sustainable Development to be informed as necessary of relevant activities, and for policy issues, where appropriate, to be brought to the attention of ACC.

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24. There are significant variations at present in the nomenclature utilized for ACC subsidiary bodies, the procedures for election and terms of reference of their chairpersons, the arrangements for the selection and grading of inter-agency financed posts of Secretaries/Coordinators for these bodies, and the format of their reports. The Organizational Committee is requested to introduce standard nomenclature and to establish more rational procedures in relation to these matters.

II. INTER-AGENCY-FINANCED SECRETARIATS

25. There are now separate inter-agency financed secretariats for CCAQ (including (PER) and (FB)), the former CCSQ (OPS), ACCIS and the Subcommittee on Nutrition.

26. Pending action by ACC on the recommendation in paragraph 14 of Mr. Blanchard's report concerning secretariat arrangements for the ACC machinery, CCAQ (FB) has postponed action for the approval of the budgets of the jointly funded inter-agency secretariats for 1993. ACC's reaction to the above-mentioned recommendation will guide CCAQ (FB)'s action in relation to the budgets of these secretariats. Similarly OC will revert to issues raised by the Consultative Committee on Substantive Questions concerning its secretariat, in the light of relevant discussions in ACC. d/

III. ROLE OF OC

27. The existing terms of reference of the Organizational Committee as approved by ACC in 1978, provide that the Committee would have "the same decision making authority in relation to ACC" as its main consultative committees. Its principal function is to "ensure the most effective organization for the work of ACC and its subsidiary bodies while at the same time avoiding the establishment of an additional layer of machinery which would act as a filter between ACC and the high level mechanisms to be charged with the performance of substantive and administrative functions ...". Its tasks include formulating the work programme for the inter-agency secretariat machinery and monitoring its follow-up, organizing inputs to ACC and carrying out any other tasks that may be assigned to it by ACC. OC has since then periodically reviewed and adjusted its methods of work, in light of relevant decisions taken by ACC.

Notes

a/ This is also the title recommended by Mr. Blanchard. (See para. 10 of his supplementary report.)

b/ The implementation of this recommendation will need to be coordinated with the follow-up which ACC may wish to give to the proposals in paras. 19-24 of Mr. Blanchard's report, highlighting the importance of the adoption of a "coordinated policy that would govern the creation, dissemination and conservation of information" and recommending that a "very high level consultant" be appointed to study the matter. Mr. Blanchard notes that the definition of this policy lies between the scope of ACCIS "whose mandate and resources should probably be reviewed".

c/ OC noted with appreciation the offer by ITU to contribute to and lead the Group by making available a senior official with high managerial responsibilities and versed in information technology issues.

d/ CCSQ has recommended that "all member organizations must contribute to the budget on the basis of an agreed cost-sharing formula that takes into account the Committee's broadened mandate".