

**Chair's Aide Mémoire - Second Meeting of the Conference Committee
for IEE follow-up (CoC-IEE) – Wednesday 23 January 2008**
Mohammad Saeid Noori-Naeini Chair

- 1) **Recommendations of the Bureau:** The Committee endorsed the recommendations of the Bureau (see Bureau aide mémoire meetings of 15 and 23 January):
 - a) Participation of observers in Working Groups (WGs);
 - b) Schedule of meetings for the remainder of January and February¹;
 - c) Availability of documentation and language versions; and
 - d) Periodic reporting on the budget and expenditure for that portion of the IEE-follow up budget used directly for the secretariat and the CoC-IEE.

- 2) **Appointment of the CoC-IEE secretary:** The Committee welcomed Mr. John Markie as Secretary and emphasised the need to quickly get the remainder of the secretariat in place.

- 3) **Director-General's Representatives:** The Committee also appreciated the arrangements that the Director-General had made for management representation and welcomed his representatives:
 - a) Mr. Manoj Juneja Director-General's Representative to the CoC-IEE;
 - b) The Director of Programme and Budget (PBE) Director-General's Representative to WG I (FAO Vision and Programme Priorities);
 - c) Mr. Ali Mekouar Director-General's Representative to WG II (FAO Governance Reform); and
 - d) Mr. Tony Alonzi Director-General's Representative to WG III FAO (Reform of FAO Systems, and Culture).

- 4) **Consideration of the Reports of the Chairs of Working Groups (WGs):** Overall satisfaction was expressed with the progress to date. The importance of the Chairs' aide mémoires in keeping all members informed of progress was stressed. Members sought a number of clarifications on the WG Chairs' aide mémoires and emphasised considerations for the further work of the WGs. These were taken account of by the Chairs for further consideration in their Groups. It was noted that the conduct of the Root and Branch Review of FAO's administrative, financial, human resource and ICT systems should be covered from extra-budgetary funds.

- 5) **Informal discussion of FAO's Programme and Budget approval process:** Immediately after the meeting closed FAO management made a presentation of the existing FAO Programme and Budget process as compared with other UN specialised agencies and the proposals of the IEE to an informal joint meeting of all three WGs. This facilitated an exchange views on the merits of the IEE proposals for change in this respect.

¹ 28 January Morning WG I and II joint; Afternoon WG II; 29 January WG I; 30 January WG III; 8 February WG II; 11 February WG I; 19 February WG I; 20 February WG III; 25 February WG II; 26 February WG III; 27 February WG I