

## **Chair's Aide-Mémoire**

### **Meeting of the Conference Committee for IEE Follow-up (CoC-IEE)**

Friday 24 July 2009

Mohammad Saeid Noori-Naeini, Chair

#### **Review of the indicative outline of the Report of the CoC-IEE to the FAO Conference**

1. Under Conference Resolution 1/2008, the CoC-IEE is to complete its final Report by September 2009 for presentation to the Conference in November 2009. The same Resolution specifically tasked the CoC-IEE to make recommendations to the Conference on:

- the new Strategic Framework, Medium Term Plan and Programme of Work and Budget;
- changes to the Basic Texts required for the implementation of the Immediate Plan of Action;
- any changes found desirable in the membership of the Council;
- further reform of systems, culture change and organizational restructuring; and
- proposals on the concept of “Reform with Growth”.

2. Members were invited to provide feedback on the indicative outline of the CoC-IEE Report which appears in Annex 2. The indicative outline was found to be adequate and was endorsed in principle, subject to any adjustments that might need to be made to it in the course of the preparation of the Report.

## **Annex 1**

### **Agenda for the meeting**

1. Chair's introduction
2. Review of indicative outline of CoC-IEE Final Report

## Annex 2

### Indicative Outline of the Report of the CoC-IEE to the FAO Conference

*Chair's Foreword*

*Message from the Director-General*

#### **Introduction**

The introduction will recall the role assigned by the 2008 Special Session of the FAO Conference to the CoC-IEE for 2009, outlining the areas of work under the Immediate Plan of Action (IPA) which were outstanding in 2008 and which were to be completed in 2009. The introduction will also broadly describe the major achievements reached in implementing the IPA, including in terms of process and working mechanisms.

#### **I. Strategic Framework, Medium Term Plan and Programme of Work and Budget**

Section I will outline the new FAO results framework, providing an overview of the programming and budgeting documentation. The concept of "Reform with Growth" will also be covered, as requested by the Conference in 2008. The section will include the following subsections:

- a) Concept of "Reform with Growth";
- b) Strategic Framework;
- c) Medium Term Plan;
- d) Programme of Work and Budget.

#### **II. Governance Reform**

Section II will deal with the two areas of Governance where follow-up work was requested by the 2008 Conference. The amendments to the Basic Texts recommended by the CoC-IEE, which are fully addressed in Annex 3, will only be briefly outlined here. The section will include the following subsections:

- a) Amendments to the FAO Basic Texts for the implementation of the IPA;
- b) Membership of the FAO Council.

#### **III. Reform of Systems, Culture Change and Organizational Restructuring**

Section III will cover items in the area of administration, culture change and organizational restructuring. It will also address the outcome of the Root and Branch Review (RBR) and the study for an Organizational Risk Assessment and Management Framework, as requested by the 2008 Conference. The section will include the following subsections:

- a) Headquarters Organizational Structure;
- b) Decentralized Structure (decentralized offices staffing, location and coverage);
- c) Human Resources Management;
- d) Culture Change;
- e) Organizational Risk Assessment and Management Framework.

#### **IV. The Way Forward**

Section IV will describe the next steps in the reform process, indicating areas where further work will need to be carried out as well as any possible follow-up mechanisms that could be required.

#### **Annexes**

The following five annexes will be incorporated in the report:

Annex 1: Resolution 1/2008 - Adoption of the IPA for FAO Renewal (2009-11)

Annex 2: Bureau and Working Group Membership of the CoC-IEE, and Schedule of CoC-IEE meetings in 2009

Annex 3: Report on Amendments to the Basic Texts for the Implementation of the IPA

Annex 4: Strategic Framework, Medium Term Plan and Programme of Work and Budget

Annex 5: Report on IPA implementation and Trust Fund budget situation

#### **Presentation**

The Report will be presented in two volumes:

- Volume I will comprise the main body of the Report as well as Annexes 1 and 2; and
- Volume II will contain Annexes 3 to 5.