



Food and Agriculture
Organization of the
United Nations



The International Treaty
ON PLANT GENETIC RESOURCES
FOR FOOD AND AGRICULTURE

Item 19.2 of the Provisional Agenda

NINTH SESSION OF THE GOVERNING BODY

New Delhi, India, 19–24 September 2022

Procedure for the Selection and Appointment of the Secretary of the Governing Body of the International Treaty

Executive Summary

This document provides an update on the developments concerning the establishment of a long-term procedure for the selection and appointment of the Secretary of the Governing Body of the International Treaty, and the related outcome of the 168th Session of the FAO Council regarding the selection and appointment of Secretaries of Article XIV Bodies of FAO.

Guidance Sought

The Governing Body is invited to adopt the procedure for the selection and appointment of the Secretary of the Governing Body, as endorsed by the FAO Council at its 168th session.

I. INTRODUCTION

1. At its Eighth Session, the Governing Body considered the issue of the long-term procedures for the appointment and renewal of the Secretary of the Governing Body of the International Treaty and provided guidance to the Bureau of the Ninth Session to continue consultations with FAO Administration, taking into account the elements contained in Appendix D of the Report of the Session.¹
2. During the intersessional period, the Chairperson and the Bureau of the Ninth Session of the Governing Body held consultations and exchanged views with FAO Administration and the Independent Chairperson of the Council (ICC) with a view to finalising the procedure.
3. In December 2021, based on the outcome of the consultations between the ICC and the Bureaux of relevant Article XIV Bodies, the FAO Council, at its 168th session, endorsed the procedure for the selection and appointment of Secretaries of Article XIV Bodies (Appendix D of CL 168/REP) and recommended to consider extending this procedure to all Article XIV Bodies in a manner consistent with the Basic Texts and the Treaties concerned.² The procedure endorsed by the FAO Council is provided in Annex to this document.
4. In accordance with Article 20.1 of the International Treaty on Plant Genetic Resources for Food and Agriculture (“the Treaty”)³, Rule III of the Rules of Procedure of the Governing Body of the Treaty provides:

“In accordance with Article 20.1 of the Treaty, the Director General of the FAO shall appoint, with the approval of the Governing Body, a Secretary of the Governing Body to perform the functions included in Articles 20.2 to 20.5 of the Treaty. The Secretary shall be assisted by such staff as may be required.”
5. As no other references are contained in the Rules of Procedures of the Governing Body regarding the appointment of the Secretary, the formal adoption of the new procedure for the selection and appointment of the Secretary of the Governing Body would not require the amendment of the Rules of Procedure of the Governing Body.

II. GUIDANCE SOUGHT

6. The Governing Body is invited to adopt the procedure endorsed by the FAO Council at its 168th session in December 2021, provided in the Annex, for the selection and appointment of the Secretary of the Governing Body of the International Treaty.

¹ Appendix D of the IT/GB-8/19/Report, www.fao.org/3/nb918en/nb918en.pdf

² Appendix D of CL 168/REP, www.fao.org/3/nh512en/nh512en.pdf

³ Article 20.1 reads as follows: *The Secretary of the Governing Body shall be appointed by the Director-General of FAO, with the approval of the Governing Body. The Secretary shall be assisted by such staff as may be required.*

**Revised proposed procedure for the selection and appointment of Secretaries of
Article XIV Bodies⁴**

1. A Vacancy Announcement is drafted by technical departments with support of the Human Resources Division (“CSH”) as is done for all senior (D1 and above) staff positions. The draft Vacancy Announcement is shared with the Chairperson of the Body concerned who is invited to provide views thereon.
2. The Vacancy Announcement is issued and posted for 30 days.⁵
3. A first review and screening of candidates is undertaken by CSH based on the minimum criteria and qualifications set out in the Vacancy Announcement.
4. A second review is undertaken by the offices of the relevant Deputy Director-General and the relevant Director (D2) and three representatives of the Members of the Article XIV Body to establish a shortlist of candidates for interview. The interview shortlist must contain at least seven candidates including at least one female candidate. If there is no female candidate in the shortlist, the Panel Report must contain a justification. If the interview shortlist does not contain seven candidates, the Report must contain a justification.
5. An Interview Panel is established, which is composed of:
 - a) the relevant Deputy Director-General or Director (D2);
 - b) two Senior FAO officers;
 - c) three representatives of the Members of the Article XIV Body;
 - d) one external member, to be selected by other Interview Panellists from among three candidates proposed by CSH; and
 - e) one representative of CSH, without the right to participate in decision-making. The role of the CSH representative is to offer administrative support to the panel. He/She will not be involved in interviewing or assessing the candidates.
6. Interviews of shortlisted candidates are conducted by the Interview Panel, which will prepare a report. The Panel Report will identify a minimum of three and a maximum of five qualified candidates. If no female candidate is selected at this stage, the Panel Report must contain a justification.
7. Both the shortlist of candidates for interview as well as the three to five candidates submitted to the Director-General is compiled with due regard to gender and geographic balance in line with the policy of the Organization. If this balance is not achieved, the Panel Report must contain a justification for this. All efforts should be made to reach a decision by consensus.
8. Reference checks are undertaken by CSH.
9. The Panel Report is submitted for consideration by the Director-General.
10. The Director-General identifies for appointment one candidate, from the proposed candidates identified in the Panel Report, whose name and curriculum vitae are referred to the relevant Article XIV Body for approval in accordance with the provisions of the treaty concerned. The name and curriculum vitae, and a written statement that reference checks have been conducted, will be transmitted to the Article XIV Body Chairperson, who will keep the information confidential, within ten weeks of the closure of the Vacancy Announcement.

⁴ Annex I to CL 168/17.

⁵ [Unless the Article XIV Body requests for a longer period up to maximum 45 days].

11. Upon approval of the Body, an offer is issued to the candidate. Should there be non-approval, the Director-General will propose to the Body another candidate, identified in the Panel Report, recommended for appointment. In case none of the candidates identified in the Panel Report are approved by the Body, the Vacancy shall be reissued.
12. Upon acceptance, the Director-General appoints the candidate.