

## **Chair's Aide-Mémoire**

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

Wednesday, 22 September 2010

Luc Guyau, Chairperson

#### **Schedule of the CoC-IEE meetings in 2011**

1. The Bureau reviewed the proposed schedule of the CoC-IEE meetings in 2011 and agreed that the Committee should meet on the following dates:
  - 23 February 2011;
  - 30 March 2011; and
  - 21 April 2011.
2. Provisional agendas for the above three meetings were also discussed and agreed by the Bureau as shown in Annex 2.
3. With regard to the draft outline of the CoC-IEE Report to Conference on the IPA, expected to be reviewed at the CoC-IEE meeting of 23 February 2011, it was agreed that a preliminary version of the outline would be circulated to Members via the Chairperson of the CoC-IEE for review and comments in due course prior to that meeting.

#### **Any other matters**

4. Members discussed the provisional agenda for the forthcoming CoC-IEE meeting of 20 October 2010, seeking clarifications and sharing views on various items, especially with a view to avoiding duplication of effort with the mandated work of the Governing Bodies. Regarding in particular *Resource Mobilization*, Members agreed that this item should be presented for information and only in terms of process, whereas the substantive discussion on this matter should take place at the Joint Meeting of the Finance and Programme Committees on 27 October 2010.

## **Annex 1**

### **Meeting Agenda**

1. Schedule of the CoC-IEE meetings in 2011
2. Any other matters

## **Annex 2**

### **Schedule of CoC-IEE Meetings in 2011**

<b>Date</b>	<b>Meetings</b>
<b>23 February</b>	<ul style="list-style-type: none"><li>• Schedule of meetings of the CoC-IEE in 2011</li><li>• Review of progress in IPA implementation, including on:<ul style="list-style-type: none"><li>- IPA Risk assessment</li><li>- Staff communications</li><li>- Partnerships</li><li>- Enterprise Risk Management</li></ul></li><li>• Review of the vision for the structure and functioning of the Decentralized Offices</li><li>• Review of draft outline of the CoC-IEE Report to Conference on the IPA</li><li>• Any other matters</li></ul>
<b>30 March</b>	<ul style="list-style-type: none"><li>• Review of progress in IPA implementation, including on:<ul style="list-style-type: none"><li>- Human Resources initiatives (Young Professionals Programme, Rotation policy, PEMS)</li><li>- Resources Mobilization</li><li>- Resource requirements for the IPA in 2012-13</li><li>- Ethics Committee</li></ul></li><li>• Final review of the vision for the structure and functioning of the Decentralized Offices</li><li>• Review of draft Resolution on the IPA</li><li>• Review of CoC-IEE draft Report to Conference on the IPA</li><li>• Any other matters</li></ul>
<b>21 April</b>	<ul style="list-style-type: none"><li>• Final review of, and guidance on, progress in IPA implementation</li><li>• Final review and endorsement of draft Resolution on the IPA</li><li>• Final review and adoption of CoC-IEE draft Report to Conference on the IPA</li><li>• Any other matters</li></ul>