

**Draft – Indicative Schedule for the Work of the Conference Committee for IEE Follow-up 2009**

1) The Conference Committee and its Working Groups have been budgeted for 12 days in 2009 which corresponds to 24 half day sessions. There must always be two sessions on one day as interpreters are paid by the day. The indicative schedule below provides in general for meetings to be held over one session except for Working Group I. This WG addressing the Strategic Framework, Medium-Term Plan 2010-13 and the Programme of Work and Budget 2010-11, proposed by management on the new integrated results-based framework, would generally meet for a full day. The Bureau is scheduled to meet only as needed and would take one hour a working group or the CoC-IEE's interpretation time to carry out its business on the same day as

another session.

2) There will need to be flexibility in development of the work as has been the practice with the CoC-IEE to date with adjustments of timings and sessions between Working Groups. However, the total number of sessions utilised under the schedule below is 28, four more sessions (two days more than budgeted) leaving no margin for additional sessions.

	<b>CoC-IEE</b>	<b>Bureau</b>	<b>WG I Strategy-MTP-PWB &amp; Organizational structure</b>	<b>WG II Basic Text Changes &amp; Membership of the Council</b>	<b>WG III Administrative, Human Resource and Financial matters &amp; Organizational structure</b>	<b>Key FAO Meetings for the Work of the CoC-IEE</b>	<b>Holidays &amp; Meetings of the Rome Based Agencies and FAO meetings less directly linked to the work of the CoC-IEE</b>
January (2 sessions)	<ul style="list-style-type: none"> <li>• Agreement on WG Chairs and spokespersons and Members of the Bureau</li> <li>• Schedule of work of the CoC-IEE</li> <li>• Priorities and sequencing for management action in implementing the IPA subject to full availability of funds</li> <li>• Mechanism for involving NGOs.</li> <li>• Culture Change</li> </ul>	Same day as CoC-IEE <ul style="list-style-type: none"> <li>• Confirmation of CoC-IEE secretary</li> <li>• Other administrative matters</li> </ul>					

	<b>CoC-IEE</b>	<b>Bureau</b>	<b>WG I Strategy-MTP-PWB &amp; Organizational structure</b>	<b>WG II Basic Text Changes &amp; Membership of the Council</b>	<b>WG III Administrative, Human Resource and Financial matters &amp; Organizational structure</b>	<b>Key FAO Meetings for the Work of the CoC-IEE</b>	<b>Holidays &amp; Meetings of the Rome Based Agencies and FAO meetings less directly linked to the work of the CoC-IEE</b>
February	No meetings scheduled as management work in progress and heavy schedule of meetings in WFP, ECOSOC and IFAD					<b>CCLM 2-4/2</b> (Basic Text changes)	WFP 9-13/2 IFAD/GC 18-19/2 FC (WFP) 5/2
March (4 sessions)		As necessary	First discussion of drafts (2 sessions)	Proposed Basic Text changes (excluding Council Membership) (1 session)		<b>Finance Committee</b> 9-13/3 (Funding of IPA)  <b>COFI 2-6/3</b> and <b>COFO 16-20/3</b> (Draft Results Matrices)	WFP 24-25/3
			Joint Session <ul style="list-style-type: none"> <li>• monitoring of implementation</li> <li>• review of the Trust Fund Budget Situation</li> <li>• WG I &amp; III Organizational Changes</li> </ul> (1 session)				
April (2 sessions)		As necessary	Second discussion of drafts (2 sessions)			<b>COAG 22-25/4</b> (Draft Results Matrices)	Easter 12/4 CCP 20-22/4 IFAD/EB 29-30/4
			1.5 hours Joint Session <ul style="list-style-type: none"> <li>• Consideration of Desirable Qualifications for the Post of Director-General</li> </ul>				
May (2 sessions)		As necessary		Proposed changes to the Basic Texts (1 session)	early May <ul style="list-style-type: none"> <li>• Follow-up to Root and Branch Review</li> <li>• Human Resource reforms (1 session)</li> </ul>	<b>Finance &amp; Programme Committees</b> 11-15/5 (Elements of Strategic Framework, MTP and PWB; Results Based management; Organizational structure; Working Methods + PC - Charter of Office of Evaluation; & FC - Human Resources)	WFP 5-6/5

	<b>CoC-IEE</b>	<b>Bureau</b>	<b>WG I Strategy-MTP-PWB &amp; Organizational structure</b>	<b>WG II Basic Text Changes &amp; Membership of the Council</b>	<b>WG III Administrative, Human Resource and Financial matters &amp; Organizational structure</b>	<b>Key FAO Meetings for the Work of the CoC-IEE</b>	<b>Holidays &amp; Meetings of the Rome Based Agencies and FAO meetings less directly linked to the work of the CoC-IEE</b>
June (6 sessions)	<ul style="list-style-type: none"> <li>Proposed changes to the Basic Texts</li> <li>Concept of Reform with Growth (1 session)</li> </ul>	As necessary	Third discussion of drafts (2 sessions)	Membership of the FAO Council (1 session)		<b>Council</b> 15-19/6 (Elements of Strategic Framework, MTP and PWB; Results Based management)	WFP 8-12/6 Codex 29/6-4/7
			Joint Sessions <ul style="list-style-type: none"> <li>monitoring of implementation</li> <li>review of the Trust Fund Budget Situation</li> <li>WG I &amp; III Organizational Changes (2 sessions)</li> </ul>				
July (6 sessions)	<ul style="list-style-type: none"> <li>Membership of the FAO Council</li> <li>Outstanding matters on Basic Text changes</li> <li>Concept of Reform with Growth continued (2 sessions)</li> </ul>	As necessary	Fourth discussion of drafts (2 sessions)	Membership of the FAO Council (1 session)	<ul style="list-style-type: none"> <li>Follow-up to the Root and Branch Review</li> <li>Human Resource reforms (1 session)</li> </ul>	<b>CCLM</b> 13-15/7 (Basic Text changes) <b>Programme and Finance Committees</b> 27-31/7 Strategic Framework and Medium Term Plan, Programme of Work and Budget, Results Based management, Organizational structure + for FC Human Resource management	Codex 29/6-4/7
August	No Meetings						
September (6 sessions)	<ul style="list-style-type: none"> <li>Finalisation of Report to the Conference</li> <li>monitoring of implementation</li> <li>review of the Trust Fund Budget Situation (3 sessions)</li> </ul>	As necessary	Fifth discussion of drafts (2 sessions)		Review management report on review of decentralized offices staffing, location and coverage (1 session)	<b>CCLM</b> 23-25/9 (Basic Text changes) <b>Council</b> 28/09-2/10	WFP 3-4/9 IFAD/EB 9-10/9 Eid Al-Fitr 21/9
October	No meetings					<b>Council</b> 28/9-2/10	WFD 16/10

	<b>CoC-IEE</b>	<b>Bureau</b>	<b>WG I Strategy-MTP-PWB &amp; Organizational structure</b>	<b>WG II Basic Text Changes &amp; Membership of the Council</b>	<b>WG III Administrative, Human Resource and Financial matters &amp; Organizational structure</b>	<b>Key FAO Meetings for the Work of the CoC-IEE</b>	<b>Holidays &amp; Meetings of the Rome Based Agencies and FAO meetings less directly linked to the work of the CoC-IEE</b>
November	No meetings					<b>Conference 14-21/11 Council 23/11</b>	WFP 9-13/11