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## Trade and Development Board

### Working Party on the Strategic Framework and the Programme Budget

#### Seventy-fourth session

Geneva, 28 November–2 December 2016

Item 5 of the agenda

#### Review of the programme narrative component of the draft proposed

#### UNCTAD programme budget for the biennium 2018–2019

## Programme narrative component of the proposed programme budget for the biennium 2018–2019\*

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## **Policymaking organs**

### **Fifteenth session of the United Nations Conference on Trade and Development**

1. In accordance with paragraph 2 of its resolution 1995 (XIX), adopted in 1964, the General Assembly determines the dates and location of the sessions of UNCTAD, taking into account the recommendations of the Conference or the Trade and Development Board. The fifteenth session of the Conference will be held in 2020.

### **Trade and Development Board**

2. The Trade and Development Board was established by the General Assembly in its resolution 1995 (XIX) as a permanent organ of the Conference to carry out the functions of the Conference when it is not in session. The Board reports to the Conference and also to the General Assembly, meets annually in regular sessions and may meet in executive sessions three times annually and in special sessions, as required. It is assisted by the Working Party on the Strategic Framework and the Programme Budget in its oversight of the programme of work, including technical cooperation.

### **Subsidiary bodies of the Trade and Development Board**

3. Two intergovernmental commissions perform integrated policy work in their respective areas of competence as subsidiary bodies of the Trade and Development Board (see TD/442, paras. 201-206). The commissions hold annual sessions.

4. The Trade and Development Commission addresses the mandate of dealing with issues related to the beneficial integration of developing countries and economies in transition into the international trading system, so as to promote their development, issues related to commodity dependence, as well as transport and trade logistics. It has two standing subsidiary expert bodies, namely the Intergovernmental Group of Experts on Competition Law and Policy and, as established by General Assembly resolution 70/186, the Intergovernmental Group of Experts on Consumer Protection Law and Policy.

5. The Investment, Enterprise and Development Commission has the mandate of dealing with issues related to investment, technology and related financial issues, as well as enterprise and information and communications technology (ICT) issues. The Commission is assisted by 16 expert advisers, serving in their individual capacity and selected from both developed and developing countries. The Commission has a standing subsidiary expert body, namely, the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting.

6. The Trade and Development Board has two standing subsidiary expert bodies in accordance with the Nairobi Maafikiano (TD/519/Add.2), namely the Intergovernmental Groups of Expert on Financing for Development, and the Intergovernmental Group of Experts on e-Commerce and the Digital Economy.

7. Subsequent to the twelfth session of the Conference, it was decided that expert meetings would continue to be held under the auspices of the commissions in order to benefit from a higher level of technical expertise (see TD/442, para. 207). The total number of such meetings, excluding the sessions of the standing expert bodies of the commissions, would not exceed 8 annually. Technical matters discussed at the meetings are reported to the parent commission.

## **Commission on Science and Technology for Development**

8. Established by General Assembly resolution 46/235, the intergovernmental Commission on Science and Technology for Development provides overall direction to the related programme of work. Pursuant to Economic and Social Council resolutions 2002/37 and 2006/46, the Commission, composed of 43 members, meets on an annual basis and reports to the Council. In accordance with Council resolution 1993/75, the Commission receives specialized and technical advice from ad hoc panels and workshops that meet between sessions of the Commission to examine specific issues on science and technology for development. The UNCTAD secretariat provides substantive support to the Commission. As requested by General Assembly Resolution 70/125, the Chairperson of the Commission on Science and Technology for Development established the Working Group on Enhanced Cooperation to deal with issues of public policy issues pertaining to the internet. The Working Group had its first meeting in September 2016 and is expected to develop policy recommendations to be reported to the Commission on Science and Technology for Development by 2018.

## **Executive direction and management**

9. The Secretary-General of UNCTAD provides overall direction on substantive and managerial matters and ensures the effective servicing of the intergovernmental machinery of UNCTAD, in particular the quadrennial sessions of the Conference and the sessions of the Trade and Development Board. The Deputy Secretary-General deputizes for the Secretary-General and oversees the operations of the secretariat regarding the strategic, programmatic and managerial aspects, including promoting strategic integration and policy coherence and collaborative work with relevant entities; and overseeing communications, to enhance the visibility, use and impact of the work of UNCTAD.

10. The Office of the Secretary-General assists the Secretary-General and the Deputy Secretary-General in discharging their above-mentioned responsibilities. The UNCTAD New York Office works on enhancing outreach to Member State delegations based in New York, and to enhance coordination with other United Nations entities, regional and specialized organizations and other relevant partners. The Regional Office for Africa provides substantive support, technical expertise and advisory services to Member States, regional organizations, regional economic communities in Africa.

11. To enhance the accountability and effectiveness of the work of UNCTAD, including through results-based management, the Office of the Secretary-General evaluates and reports on programme performance. This includes conducting an annual self-assessment of all its subprogrammes and undertaking independent evaluations of its projects and programmes of work. The outcomes of these exercises are considered by the General Assembly and the Trade and Development Board, and/or UNCTAD stakeholders, according to established practice.

**Objective of the Organization:** To enable UNCTAD to be of further service to its member States and ensure full implementation of the legislative mandates and compliance with United Nations policies and procedures with respect to the management of the programme of work and of staff and financial resources

<i>Expected accomplishments of the Secretariat</i>	<i>Indicators of achievement</i>	<i>Performance measures</i>			
			<i>2018-2019</i>	<i>2016-2017</i>	<i>2014-2015</i>
(a) Programme of work is effectively managed	Timely delivery of outputs and services	Target	93	92	90
	[percentage of outputs and services delivered on time]	Estimate		93	91
		Actual			96
(b) Enhanced policy coherence in the management of the economic and social activities of the United Nations	Increase in the number of activities carried out in collaboration with other entities	Target	60	60	54
		Estimate		58	55
		Actual			56
(c) Improved dissemination and increased visibility of the work of UNCTAD	(i) Increase in the number of media citations of the work of UNCTAD	Target	25 000	14 600	14 500
		Estimate		20 000	14 500
		Actual			15 000
	(ii) Increase in the number of visits to the UNCTAD website [millions]	Target	3.5	2.2	2.1
		Estimate		3.1	2.1
		Actual			3.0
(d) Improvement in the mainstreaming of gender perspective in the work of UNCTAD	Increased number of initiatives mainstreaming a gender perspective in the work of UNCTAD	Target	25	21	20
		Estimate		22	20
		Actual			27
(e) Increased timeliness of submission of documents	Increased percentage of pre session documents submitted in accordance with the required deadline	Target	96	95.4	96
		Estimate		96	95.2
		Actual			100

### External factors

12. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that all stakeholders are fully engaged.

### Outputs

13. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
1. Fifteenth session of the Conference, including preparatory meetings, as required	8

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Parliamentary documentation</b>	
2. Documents and conference room papers for the Conference and its preparatory meetings, as required	4
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
3. Annual, special and executive sessions of Board and its subsidiary bodies, as required	52
Parliamentary documentation	
4. Documents and conference room papers for the Board, as required	2
5. Reports on the follow-up to the major United Nations conferences and summits in the areas of UNCTAD expertise, as required	2
6. Reports on matters requiring action by the Board in the follow-up to the fifteenth session of the Conference	2
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
Substantive servicing of meetings	
7. Meetings of the Working Party	10
Parliamentary documentation	
8. Conference room papers or working papers, as required	8
9. Annual synthesis report of the external evaluations of UNCTAD programmes and projects	2
<i>Ad hoc expert groups</i>	
10. Ad hoc expert groups to be determined by the Secretary-General of UNCTAD, in consultation with member States	3
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
Booklets, fact sheets, wallcharts, information kits	
11. UNCTAD annual reports	2
12. Civil Society Symposium: programme and report	3
13. Civil society e-alerts	2
14. Civil society outreach compendium	1
15. Report on UNCTAD regional meeting with civil society organizations	2
16. Summary of hearings with civil society and the private sector	2
17. Issues in brief	2
18. Press kits and flyers for flagship publications	12
19. Public information materials on UNCTAD	2
20. Public information materials for the fifteenth session of UNCTAD, including for civil society	10
21. UNCTAD brochures	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
22. UNCTAD posters (various formats), laminations and other special products	2
23. UNCTAD at a Glance	1
24. UNCTAD folders	1
25. Regional outreach materials	2
Press releases, press conferences	
26. Press conferences and lectures, including by the Secretary-General and the Deputy Secretary-General, as required	2
27. Press releases, as required	2
28. Information notes	2
29. Web news briefs, as required	2
Technical material	
30. Policy briefs	2
31. UNCTAD website and its web pages and social media applications containing information about UNCTAD, meetings and events, documents and publications, and press and public information materials, including information on evaluation	2
32. Website of the fifteenth session of UNCTAD	1
33. Guidance materials on the mainstreaming of results-based management	2
34. Guidance document on evaluations management at UNCTAD	1
Special Events	
35. Public Symposium with civil society and member States in connection with the work programme of UNCTAD, subject to further consideration and decision by the Trade and Development Board	1
36. Raúl Prebisch Lecture	2
37. Geneva multi-stakeholder dialogues on topical international trade and development issues	4
38. High-level events with UNCTAD special advisers and advocates	4
Exhibits, guided tours, lectures	
39. Specialized information sessions for students, delegates and academia visiting UNCTAD and, upon request, in other locations, as required	2
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
40. Briefings, including at ministerial-level, on the definition and coordination of national development strategies oriented towards sustainable development	4
<b>D. Administrative support services (regular budget)</b>	
Overall management	
41. Policy clearance of all documents and publications issued by UNCTAD, including material for UNCTAD websites	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
42. Policy planning and coordination of intergovernmental and expert meetings	1
43. Programme and project clearance by internal programme review function	1
44. Coordination of programme performance reporting and monitoring	1
<b>E. Internal oversight services (regular budget/extrabudgetary)</b>	
Evaluations	
45. Oversight and management of external evaluations mandated by the Trade and Development Board	1
46. Oversight and management of project evaluations funded by the United Nations Development Account (UNDA)	1
47. Oversight and coordination of external evaluations required by contribution agreements	1
48. Oversight of self-assessments and self-evaluations	1

## **Programme of work**

### **Subprogramme 1 Globalization, interdependence and development**

#### **Component 1 Global economic governance and sustainable development strategies**

14. Substantive responsibility for this subprogramme is vested within the Division on Globalization and Development Strategies. The subprogramme will be implemented in accordance with the strategy detailed under component 1 of subprogramme 1 of programme 10 of the biennial programme plan for the period 2018-2019.

#### **External factors**

15. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that: (a) up-to-date and accurate economic and financial information and data at the country and regional levels are available; (b) there will be no significant shortfalls in the extrabudgetary funding for technical cooperation programmes; (c) the performance of countries in relation to their debt position is influenced by global economic trends and has an impact on the attainment of the indicator of achievement; and (d) political and security conditions in the Occupied Palestinian Territory and region will be favourable.

#### **Outputs**

16. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	
Substantive servicing of meetings	
1. Meetings of the Second Committee, as required	5
Parliamentary documentation	
2. Report of the Secretary-General on External Debt Sustainability and Development	2
3. Report to the General Assembly on the obstacles to trade and development and the economic cost of occupation for the Palestinian people, as requested	2
<i>Economic and Social Council</i>	
Substantive servicing of meetings	
4. Meetings of the Council and its subsidiary bodies	4
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
5. Fifteenth session of the Conference, including preparatory meetings, as required	12
Parliamentary documentation	
6. Documents and conference room papers for the Conference, including preparatory meetings, as required	1
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
7. Meetings of the annual and executive sessions of the Board	10
Parliamentary documentation	
8. Trade and Development Report – Overview	2
9. Ad hoc report on specific financing for development issues	1
10. Ad hoc report on challenges to developing country debt sustainability, as requested	2
11. Ad hoc report on measurement of official development assistance, if requested	1
12. Ad hoc reports on current trends and outlook regarding the performance of the world economy from a development perspective, as requested	2
13. Report on UNCTAD assistance to the Palestinian people	2
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
Substantive servicing of meetings	
14. Meetings of the Working Party	4
<i>Trade and Development Commission and Investment, Enterprise and Development Commission</i>	
Substantive servicing of meetings	
15. Multi-year expert meeting on topics to be decided by Member States	3

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Parliamentary documentation</b>	
16. Reports to the expert meetings of the Commission on issues to be decided by the Commission	3
<i>Intergovernmental Group of Experts on financing for development</i>	
<b>Substantive servicing of meetings</b>	
17. Meetings of the Intergovernmental Group of Experts	12
<b>Parliamentary documentation</b>	
18. Reports and notes to the Intergovernmental Group of Experts, as required	2
<i>Ad hoc expert groups</i>	
19. Ad hoc expert group meeting on inclusive growth, and SDGs	1
20. Ad hoc expert group meeting on coherence between international economic rules, policies and processes, on the one hand, and national policies and development strategies, on the other	1
21. Ad hoc expert group meetings on current and upcoming issues in the interdependence between trade, finance, investment, technology and macroeconomic policies	1
22. Ad hoc expert meeting on the coherence of macroeconomic trade, social, industrial, fiscal and financial policies against poverty, for sustainable development	1
23. Ad hoc expert group meeting on specific financing for development issues	1
24. Ad hoc expert group meeting on debt problems faced by developing countries	1
25. Debt Management Conference	1
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
<b>Recurrent publications</b>	
26. Trade and Development Report	2
<b>Non recurrent publications</b>	
27. Policy briefs	10
28. Working papers	10
29. Studies on external debt	1
30. Study on causes and impacts of financial crises in developing countries	1
31. Study on international financial architecture	1
32. UNCTAD report presenting the UN Global Policy Model	1
33. Studies on structural transformation and development of productive capacities	2
34. Studies on Palestinian economic development	2
35. Studies on obstacles to trade and development in the Occupied Palestinian Territory, including the economic cost of occupation for the Palestinian people, as requested	2
36. Study series on South-South cooperation and regional integration	4

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Exhibits, guided tours, lectures</b>	
37. Lectures and presentations on external debt and development finance issues	2
38. Lectures and presentations on macroeconomic and development policy issues	2
<b>Booklets, fact sheets, wallcharts, information kits</b>	
39. Annual reports on the Debt Management and Financial Analysis System (DMFAS)	2
40. Brochure on DMFAS programme products and services	1
41. DMFAS e-newsletters	1
42. Public information material on activities of the subprogramme	1
43. Web-based Virtual Institute newsletters	1
44. Brochure on UNCTAD Financial Stress and Debt Sustainability Indicators	2
45. Brochure on the Virtual Institute programme and services	1
<b>Press releases, press conferences</b>	
46. Press releases, press conferences and interviews on research results and policy proposals in the areas of globalization, development strategies and the enabling environment at all levels, as required	2
47. Press releases, press conferences and interviews on issues related to developing country debt and external financing, as required	2
48. Press briefings and interviews on UNCTAD assistance to the Palestinian people, as required	2
49. Press releases and briefings on research results in the area of South-South cooperation and regional integration, as required	2
50. Press release on the biennial Debt Management Conference	1
51. Launch of the Trade and Development Report	2
<b>Technical material</b>	
52. DMFAS version 7 user guide	1
53. DMFAS website	1
54. DMFAS version 7 technical support documentation	1
55. Capacity-building training module on debt management	2
56. Update and maintenance of DMFAS software	1
57. Updates of relevant UNCTAD website pages on programmes and activities within the subprogramme	1
58. UNCTAD Financial Stress and Debt Sustainability Indicators	2
59. UNCTAD Financial Database	1
60. Virtual Institute web-based platform and teaching materials and studies	1
<b>Audiovisual resources</b>	
61. Virtual Institute multimedia resources	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Seminars for outside users</b>	
62. Seminars on South-South cooperation and regional integration, as required	1
63. Seminars on external debt and development finance issues	1
64. Seminars on globalization, development strategies and policy coherence, including those relating to training courses on key issues on the international economic agenda and other capacity-building activities	1
<b>Contribution to joint outputs</b>	
65. Contribution to the World Economic Situation and Prospects	2
66. Contributions to a report on South-South cooperation, as requested	1
67. Contributions to a report on issues related to globalization and development, as requested	1
68. Contribution to the Inter-Agency Task Force on Financing for Development	2
69. Contribution to reports on United Nations assistance to the Palestinian people	2
70. Contribution to reports to the Economic and Social Council, as requested	4
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
<b>Advisory services</b>	
71. To policy makers in developing countries on mobilizing development resources and investment for structural transformation	4
72. To policymakers in developing countries with a goal of assessing emerging needs and policymakers' experiences with domestic resource mobilization, regional cooperation and their future development strategies	2
73. Technical presentations to the Framework Working Group of the Group of 20 using the Global Policy Model	6
74. To policymakers in the G20, on macroeconomic and development policies to achieve strong, sustainable and balanced growth	6
75. To strengthen capacity of debtor developing countries to renegotiate their official debt at the Paris Club	4
76. To policy-makers in developing countries to implement best practice in regard to the UN's work in the area of debt	2
77. To policymakers in developing countries on how to build macroeconomic resilience to mitigate financial instability	2
78. To debt management officers on strengthening debt management capacity and institutions in developing countries, in cooperation with the Debt Management Facility of the World Bank	5
79. To strengthen the technical capacity of developing countries and countries with economies in transition to record and monitor their external debt, including governance issues	1
80. Strengthening the capacity of, and the substantive administration and coordination of technical cooperation projects for, the Palestinian people with regard to economic policymaking, trade facilitation and policy, financial management, development strategies, enterprise development and/or investments	4

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
81. To policymakers in developing countries on industrial policy, in the framework of the Productive Transformation Policy Review (jointly with OECD)	2
82. To policymakers in developing countries on how to use UNCTAD Financial Stress and Debt Sustainability Indicators	2
83. To policymakers in developing countries on national policy strategies to improve debt sustainability and on related debt negotiations	2
84. To policymakers in South Africa, Mauritius, the United Republic of Tanzania, Mozambique and Zambia on economic integration in Southern Africa, in the framework of the Development Account Project 1617L: Development policies for sustainable economic growth in Southern Africa	2
85. Advisory services on the development of university curriculums and research, and of teaching resources for the Virtual Institute network of academic institutions	2
Training courses, seminars and workshops	
86. Seminars for policymakers aimed at identifying specific development needs and formulating development strategies and practical policy recommendations	2
87. Specialized information sessions on different trade and development topics, for delegates, academia, students and civil society organizations, as required	2
88. Seminars for policymakers from African countries on globalization, trade and development issues, organised by UNCTAD and China-Europe Vocational Training Centre in Wuhan, China	4
89. Regional workshop for policymakers in developing countries on responsible sovereign borrowing and lending and other debt issues	2
90. DMFAS training courses for administrators and debt auditors from selected countries in recording debt data, reporting, debt statistics, debt analysis and debt auditing	65
91. DMFAS Advisory Group	1
92. Training course, seminar or workshop on Palestinian development strategies, investment and/or trade policy	1
Field projects	
93. Installation, update and maintenance of the DMFAS programme	30
94. Project to enhance the public, private and/or international capacity related to the assistance to the Palestinian people	1

## Subprogramme 1 Globalization, interdependence and development

### Component 2 Statistical monitoring and support

17. Substantive responsibility for this subprogramme is vested within the Statistical Service. The subprogramme will be implemented in accordance with the strategy detailed under component 2 of subprogramme 1 of programme 10 of the biennial programme plan for the period 2018-2019.

#### External factors

18. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that: (a) access to a range of international and national data and statistical databases are continued; (b) cooperation with relevant entities on the production of key statistics is continued; (c) there will be adequate financial and human resources available with no significant shortfalls in regular and extra-budgetary funding.

#### Outputs

19. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
1. Fifteenth session of the Conference, including preparatory meetings, as required	1
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
2. Meetings of the annual and executive sessions	4
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
Substantive servicing of meetings	
3. Meetings of the Working Party	4
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
Recurrent publications	
4. UNCTAD Handbook of Statistics	2
5. UNCTAD SDG Monitor	2
6. Trade in Services update	8
7. Economic Country Profiles	2
8. Maritime Country Profiles	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
9. UNCTAD Monthly Commodity Export Price Index	2
10. UNCTADStat	2
11. World Economic Macro-modellers database	8
Non-recurrent publications	
12. Statistical "In-focus" briefs	2
Booklets, factsheets, wallcharts, information kits	
13. Statistics Info-graphic fact sheets	2
Press releases, press conferences	
14. Press releases on statistical issues related to developing countries, as required	2
Technical material	
15. UNCTAD statistical web data servers	1
16. UNCTAD statistical Data Centre, including metadata repository	1
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
17. Technical assistance at the national and regional levels to policymakers in developing countries and countries with economies in transition to improve their statistical capacity in the area of trade and development	1
Training courses, seminars and workshops	
18. E-learning and related advisory services on Trade-in-Services	1
19. E-learning and related advisory services on Merchandise Trade	1
Field projects	
20. Trade in Services development programme for the member countries of UEMOA	1
21. Project to measure illicit capital flows in sub-Saharan Africa (as requested by and in cooperation with UNODC and UNECA)	1

## **Subprogramme 2 Investment and enterprise**

20. Substantive responsibility for this subprogramme is vested within the Division on Investment and Enterprise. The subprogramme will be implemented in accordance with the strategy detailed under subprogramme 2 of programme 10 of the biennial programme plan for the period 2018-2019.

### **External factors**

21. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that: (a) up-to-date and accurate economic and financial information and data at the country and regional levels are available; (b) there will be no significant shortfalls in extrabudgetary funding of technical cooperation programmes;

(c) there will be continuing political will to achieve consensus in intergovernmental meetings on actions to be taken to achieve the objective of the programme; and  
(d) conditions and capacities for adopting policies and implementing appropriate recommendations exist in member States.

### Outputs

22. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	
Parliamentary Documentation	
1. Report of the Secretary-General on Investment and Entrepreneurship for Sustainable Development, as required	2
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
2. Fifteenth session of the Conference, including preparatory meetings, as required	4
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
3. Annual and executive sessions of the Board	4
Parliamentary Documentation	
4. Reports on agenda item 9, investment for development	2
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
Substantive servicing of meetings	
5. Meetings of the Working Party	4
<i>Investment, Enterprise and Development Commission</i>	
Substantive servicing of meetings	
6. Annual sessions of the Commission	16
7. Multi-year Expert Meetings on topics to be decided by Member States	12
Parliamentary Documentation	
8. Reports to the Commission on topics to be decided by the Commission	4
9. Reports of the Commission	2
10. Reports to the expert meetings of the Commissions on issues to be decided by the Board	2
11. Reports of the Multi-year expert meetings	2
<i>Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting</i>	
Substantive servicing of meetings	

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
12. Annual Sessions of the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting (ISAR)	12
Parliamentary documentation	
13. Notes to the Annual Sessions of the Intergovernmental Working Group of Expert on ISAR	4
<i>World Investment Forum</i>	
Substantive servicing of meetings	
14. Bi-annual session of the World Investment Forum	16
Parliamentary documentation	
15. World Investment Forum Reports	3
<i>Ad Hoc Expert Groups</i>	
16. Issues of key concern to developing countries related to Foreign Direct Investment	1
17. Development impact of FDI and the activities of multinational enterprises	2
18. Themes related to the 2018 and 2019 editions of the World Investment Report	2
19. Review of best practices in responsible investment	1
20. Review of the methodological approach to Investment Policy Reviews and Follow-up activities	1
21. Issues in International investment agreements and their development dimension	2
22. Review and exchange of experiences on a new generation of investment promotion and facilitation strategies	1
23. Review and exchange of experiences of best practices in promoting investment for sustainable development at national and local levels	1
24. Development aspects of intellectual property rights	1
25. Entrepreneurship and the Sustainable Development Goals	1
26. Review and Implementation of Enterprise Development Policies	1
27. Review of exchange of good practices in implementing requirements on sustainability and the SDG corporate reporting	2
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
Recurrent publications	
28. World Investment Report	2
29. World Investment Report Overview	2
30. International Accounting and Reporting Issues: Annual Review	2
31. Transnational Corporations Journal	2
32. FDI in least developed Countries: Best practices and lessons learnt	1
Non-recurrent publications	
33. Investment Policy Reviews and Implementation Reports	8

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
34. Investment Advisory Series	2
35. Reports on FDI for development, including on responsible and sustainable investment	4
36. The IPA Observer	4
37. Reports on investment issues and policies in support of development	4
38. Issues on Intellectual Property Rights for Development	2
39. Enterprise Development issues	5
40. Accounting and Reporting issues	2
41. Global Investment Trends Monitor	6
42. Investment Policy Monitor	6
43. Reports on Corporate Social Responsibility	1
Exhibits, guided tours, lectures	
44. Lectures on issues related to the work of the subprogramme	15
Booklets, factsheets, wallcharts, information kits	
45. Information material on investment and enterprise for development	2
46. ISAR update	4
47. Empretec newsletter	4
48. International Investment Agreement newsflash	20
49. Smart Promotion Network newsflashes	24
50. Promotional Brochures and Flyers	4
51. Promotional folders	2
Press Releases, Press Conferences	
52. Launch of the World Investment Report	10
53. Press Launches of other publications	5
54. Press briefings, interviews and press conferences related to the outputs of the programme	10
Technical material	
55. Investment Guides	6
56. Reports on Measures affecting international investment	4
57. International Investment Agreements issues notes	4
58. Intellectual Property Rights for Development Policy Briefs	2
59. Training material on Empretec and Business Linkages	1
60. Databases on FDI and MNEs activities, and cross-border mergers and acquisitions	2
61. National policies databases	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
62. International Investment Agreements online databases	4
63. Investment Policy Hub	1
64. Global Registration Portal	1
Contribution to joint outputs	
65. Contribution to the World Economic Situation and Prospects on issues related to the subprogramme	1
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
66. Advisory services to developing countries in formulating policies aimed at attracting and benefitting from foreign direct investment	10
67. Advisory services to developing countries on economic diversification and structural transformation through investment and enterprise development	10
68. Assistance to developing countries, in particular least developed countries and regional/sub-regional groupings, in collecting statistics and analysis on investment, including on the development impact of FDI and the activities of MNEs	6
69. Advisory services to Governments and regional/subregional groupings on issues related to International Investment Agreements and their sustainable development dimension	8
70. Advisory services to governments and regional/Subregional groupings on the development aspects of intellectual property rights	4
71. Assistance to developing countries in implementing and following up on recommendations arising from their investment policy reviews	10
72. Assistance to developing countries in implementing internationally recognized standards and practices in accounting and reporting	7
73. Assistance to Governments and regional/sub-regional groupings in strengthening their research and policy analysis with regard to the development impact of foreign direct investment and the activities of multinational enterprises, including through non-equity modes of international production	4
74. Assistance to national and sub-national investment promotion agencies (IPAs) as well as regional and international groupings of IPAs	8
75. Development of and assistance to existing Empretec centres and strengthening of the networks of Empretec centres	6
76. Assistance to developing countries through the Business Facilitation programme	12
77. Assistance to Governments and regional/subregional groupings, especially in Africa, in the development of regional mechanisms to facilitate the mobilization of financial resources for inclusive and sustainable development.	2
78. Assistance to developing countries, in particular least developed countries, landlocked developing countries, small island developing States and other structurally weak, vulnerable and small economies, in producing and disseminating objective and informative investment guides	6
79. Assistance to governments and regional/subregional groupings in designing strategies and policies to enhance the contribution of foreign investment to inclusive growth and the SDGs	6

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
80. Advisory services to developing countries with regard to their entrepreneurship, microenterprises, small and medium sized enterprises and business linkages policies	6
81. Assistance to governments and regional/subregional groupings on cross-cutting issues, including gender equality and women empowerment	4
82. Assistance to developing countries government in promoting initiatives in support of responsible investment	10
Training courses, seminars and workshops	
83. On best practices in national and international investment policies and frameworks	9
84. Allowing for the development of the human resources capacity required to formulate and implement integrated national policies related to investment	8
85. On international investment statistics and survey methodologies	6
86. On foreign direct investment, its development dimension and related policy issues, including the dissemination of the World Investment Report	12
87. On best practices in entrepreneurship policies	6
88. On capacity-building in sustainability reporting	4
89. On capacity-building in investment promotion and facilitation for policymakers, investment promotion agency officials and diplomats	8
90. On intellectual property and development issues	4
91. On the negotiation, implementation and reform of international investment agreements, and exchange of information on the effects of international investment agreements on development	6
92. On the implementation of the Investment Policy Framework for Sustainable Development	4
93. On enterprise policies regarding corporate social responsibility	6
94. On responsible investment initiatives	6
Field projects	
95. Linkages and new Empretec programmes in developing countries	4
96. National and regional projects on accounting and reporting in developing countries	4
97. Business Facilitation	12

### **Subprogramme 3**

#### **International trade and commodities**

23. Substantive responsibility for this subprogramme is vested within the Division on International Trade and Commodities. The subprogramme will be implemented in accordance with the strategy detailed under subprogramme 3 of programme 10 of the biennial programme plan for the period 2018-2019.

#### **External factors**

24. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that: (a) up-to-date and accurate economic and

financial information and data at the country and regional levels are available; (b) there will be no significant shortfalls in extrabudgetary funding of technical cooperation programmes; and (c) conditions and capacities for adopting and implementing policies and strategies exist in member States.

**Outputs**

25. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	
Substantive servicing of meetings	
1. Meetings of the Second Committee, as required	4
Parliamentary documentation	
2. Reports on international trade and development	2
3. Report on world commodity trends and prospects	1
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
4. Fifteenth session of the Conference, including preparatory meetings, as required	1
Parliamentary documentation	
5. Reports and conference room papers for the Conference, including preparatory meetings, as required	1
<i>Economic and Social Council</i>	
Substantive servicing of meetings	
6. Meetings of the Council and its subsidiary bodies	1
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
7. Annual and executive sessions of the Board	4
Parliamentary documentation	
8. Reports on trends in trade, trade regulations and standards and on issues to be decided by the Board, as required	2
9. Ad hoc reports on commodity trends and prospects	2
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
Substantive servicing of meetings	
10. Meetings of the Working Party	4
<i>Trade and Development Commission</i>	
Substantive servicing of meetings	

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
11. Annual sessions of the Commission	16
12. Single-year and Multi-Year expert meetings on topics to be decided by Member States	30
<i>Parliamentary documentation</i>	
13. Background documentation for the Commission as required	2
14. Background documentation on non-tariff measures and sustainability standards	1
15. Background documentation for the multi-year expert meetings on Services, development and trade	4
16. Background documentation for Multi-year Expert Meeting on Enhancing the Enabling Economic Environment at All Levels in Support of Inclusive and Sustainable Development, as required	2
17. Background documentation and reports on commodities for multi-year expert meetings, as required	6
<i>Intergovernmental Group of Experts on Competition Law and Policy</i>	
<i>Substantive servicing of meetings</i>	
18. Annual sessions of the Intergovernmental Group of Experts	6
<i>Parliamentary documentation</i>	
19. Reports on issues to be decided by the Intergovernmental Group of Experts, as required	6
<i>Intergovernmental Group of Experts on Consumer Protection Law and Policy</i>	
<i>Substantive servicing of meetings</i>	
20. Annual sessions of the Intergovernmental Group of Experts	4
<i>Parliamentary documentation</i>	
21. Reports on issues to be decided by the Intergovernmental Group of Experts, as required	4
<i>Ad hoc expert groups</i>	
22. Changing international trade landscape and trade costs	1
23. Challenges and opportunities of international trade for the promotion of sustainable development	1
24. Ad hoc expert group on the role of competition law and policy in fostering sustainable development and trade by enhancing domestic and international competitiveness of developing countries	2
25. Global Commodities Forum	1
26. Oil, Gas and Mines Trade and Finance Conference and Exhibition	1
27. Multi-stakeholder meeting on commodities and development	1
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
<i>Recurrent publications</i>	
28. Analytical studies on the following key trade and inclusive development issues	

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
Policy issues in international trade	10
Trends in international trade and trade policy	4
Developing countries in international trade studies	2
Development gains from the international trading system and trade negotiations	2
Current issues in competition law and development	2
Current issues in consumer protection law and development	2
Interface between trade, environment, including climate change in promoting inclusive sustainable development	6
29. Commodities and Development Report	1
30. Handbooks on Classification of Non-tariff measures	1
31. Handbooks and policy briefs on: Generalized System of Preferences and market access	3
32. Handbooks and policy briefs on effective competition agency	1
33. National competition and consumer protection laws (CD ROM)	2
Non-recurrent publications	
34. Analytical country and regional studies on:	
Trade policy, international trade negotiations and inclusive development, including the impact of migration on development, the impact of migrants' remittances on development, and the trade and development impact of non-tariff barriers	7
Services policy reviews	2
Trade and gender	3
Voluntary peer reviews of competition law and policy	2
Voluntary peer reviews of consumer protection law and policy	2
Reports on UNCTAD technical assistance work dealing with competition and consumer protection policies;	2
Trade, environment and sustainable development	5
Trade and development gains of the creative economy	1
Trade, Environment and Development Review	1
Development dimension of the creative economy	1
Trade and agriculture	1
35. Commodity development and trade analytical studies	4

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
36. Commodities at a Glance	4
37. The State of Commodity Dependence	1
38. Report of the Global Commodities Forum	2
39. Report of the Oil, Gas and Mines Trade and Finance Conference and Exhibition	2
Exhibits, guided tours, lectures	
40. Lectures and exhibits on issues related to the work of the subprogramme, as required	10
Booklets, fact sheets, wallcharts, information kits	
41. Generalized System of Preferences newsletters and related information materials	2
42. Promotional brochure/flyer on trade and gender	2
43. Booklets, fact sheets, wallcharts, information kits related to the work of the subprogramme, as required	2
Press releases, press conferences	
44. Press releases and press conference related to the work of the subprogramme, as required	4
45. Booklet and fact sheet on UNCTAD perspective on competition law	2
46. Booklet and fact sheet on UNCTAD perspective on consumer protection law	2
47. Information materials on commodities	6
Special Events	
48. Global Services Forum	1
49. Trade and Gender event	2
50. Non-Tariff-Measures week	2
51. BioTrade Congress	1
52. Creative economy event	1
Technical material	
53. Development and updating of the World Integrated Trade Solution (WITS) and Trade Analysis and Information System (TRAINS) databases, including the non-tariff measures and non-tariff barriers database in the context of collaboration with partner organizations under the Transparency in Trade Initiative	2
54. Training modules on topics in international trade negotiations	5
55. Updates of relevant UNCTAD web pages on programmes and activities within the subprogramme	2
56. Updating or localization of the teaching package on trade and gender	5
57. Technical materials on competition and consumer protection issues under UNCTAD Research Partnership Platform	4
58. Manual on Consumer Protection	2
59. Model Law on Competition	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
60. Iron ore market review	2
61. Iron ore statistics	2
62. Updates of relevant UNCTAD web pages on programmes and activities under the subprogramme	2
Audiovisual resources	
63. Online training course on non-tariff measures	4
64. Commercial diplomacy and dispute settlement (CD-ROM)	1
65. Proceedings of meetings conducted by the subprogramme	6
66. Updating or localization of the audio-visual material of the teaching package on trade and gender	2
67. Model Law on Competition (CD-ROM)	2
68. Contribution to joint outputs	
69. Contribution to the UNCTAD-WTO-ITC publication World Tariff Profiles	2
70. Contribution to the Sustainable Development Goals Annual Report	2
71. Contribution to the Sustainable Development Goals Indicators	2
72. Contribution to Inter-Agency Task Force on Financing for Development	2
73. Contribution to the United Nations Forum on Sustainability Standards Flagship Report	1
74. Contribution to the World Economic Situation and Prospects, published by the Department of Economic and Social Affairs of the United Nations Secretariat, the regional commissions and UNCTAD	2
75. Contribution to the World Economic Situation and Prospects, published by the Department of Economic and Social Affairs of the United Nations Secretariat, the regional commissions and UNCTAD	2
76. Annual meeting of the Intergovernmental Forum on Mining and Sustainable Development	2
77. Contribution to lectures for Virtual institute, as required	2
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
78. To strengthen the analytical capacities of developing countries for trade and trade-related decision-making	9
79. To improve the understanding and capacity of developing countries, in particular least developed countries and countries with economies in transition, to integrate beneficially into the global economy and the international trading system and to participate in regional and multilateral trade agreements, cooperative frameworks and partnerships, including South-South trade and WTO accession processes.	5
80. To enhance the capacities of developing countries to integrate trade, productive capacity, employment and development concerns into national trade and services policies	5
81. To strengthen cooperation and partnerships with subregional, regional and international organizations on international trade, and inclusive growth and sustainable development	8

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
82. To policymakers in developing countries on the linkages between trade and gender	4
83. To policymakers in developing countries and regional organizations on developing competition and consumer protection regimes, including the assessment of the current legislative frameworks, the development of policy and institutional frameworks and legislative drafting or revision of relevant laws, regulations and guidelines	10
84. To policymakers in developing countries on trade and environment issues and creative economy potential in fostering sustainable development.	9
Training courses, seminars and workshops	
85. The Geneva Trade and Development Workshop Series held jointly by UNCTAD, WTO, the University of Geneva and the Graduate Institute of International and Development Studies	4
86. Training of staff from selected regional and subregional groupings, government officials and other experts to collaborate interactively on WITS, TRAINS and non-tariff measures	6
87. Seminars on the Generalized System of Preferences and other preferential trading arrangements	2
88. Workshops, seminars and training activities on WTO accession	6
89. Seminars and workshops on services policies and regulatory and institutional frameworks	5
90. Training events for trade policymakers and negotiators on persistent and emerging development challenges in the international trading system	12
91. Seminars and workshops to build the trade policy capacity of developing countries, in particular least developed countries and countries with economies in transition	4
92. Training courses based on the teaching package on trade and gender	2
93. National seminars to strengthen the capacity of developing countries to mainstream gender in trade policy	3
94. Training courses, seminars and workshops aimed at building or strengthening human resource capacities and skills of competition and consumer protection agencies in enforcing the relevant laws.	8
95. Seminars, workshops and policy dialogues for policymakers and key stakeholders on trade, environment and sustainable development	10
96. National and regional workshops to help relevant stakeholders in commodity-dependent developing countries to formulate strategies and policies and harness development gains, as well as respond to the trade and development challenges and opportunities of commodity markets	6
Field Projects	
97. International project on the collection and dissemination of data on non-tariff measures under the Transparency in Trade initiative	1
98. United Nations Forum on Sustainability Standards	1
99. Capacity-building projects on services, trade and inclusive growth and development	3
100. Capacity-building projects on regional and multilateral trade negotiations, in particular in least developed countries	2
101. Capacity-building project to assist African countries in participating beneficially in the multilateral trading system and boosting intra-African trade	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
102. Project to assist developing countries and countries with economies in transition in their accession to WTO	1
103. Projects on Generalized System of Preferences schemes and other preferential trade arrangements	2
104. Project to assist developing countries in formulating appropriate development-oriented trade policies	1
105. Project on dispute settlement and commercial diplomacy	1
106. Project on the Global System of Trade Preferences among Developing Countries.	1
107. Establishment and/or strengthening the capacities in developing countries and countries with economies in transition for the formulation and effective enforcement of competition and consumer protection laws and policies	4
108. Projects on trade, environment and development, including BioTrade, biofuels, the green economy and other models in the context of sustainable development and poverty eradication, and climate change	3
109. Project on strengthening the creative economy in developing countries	1
110. National, regional or international projects to assist commodity-dependent countries in establishing institutional frameworks for diversification, value addition and more effective participation in global commodity supply chains	2

## **Subprogramme 4 Technology and logistics**

26. Substantive responsibility for this subprogramme is vested within the Division on Technology and Logistics. The subprogramme will be implemented in accordance with the strategy detailed under subprogramme 4 of programme 10 of the biennial programme plan for the period 2018-2019.

### **External factors**

27. The subprogramme is expected to achieve its objectives and expected accomplishments on the assumption that: (a) up-to-date and accurate economic and financial information and data at the country and regional levels are available; (b) there are no significant shortfalls in extrabudgetary funding of technical cooperation programmes; (c) there is continuing political will to achieve consensus in intergovernmental meetings on actions to be taken to achieve the objective of the programme; and (d) conditions and capacities for adopting policies and implementing appropriate recommendations exist in member States.

### **Outputs**

28. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Substantive servicing of meetings</b>	
1. Meetings of the Second Committee, as required	3
<b>Parliamentary documentation</b>	
2. Report of the Secretary-General on progress made in the implementation of and follow-up to the outcomes of the World Summit on the Information Society at the regional and international levels	2
3. Report of the Secretary-General on science and technology for development	1
<i>United Nations Conference on Trade and Development</i>	
<b>Substantive servicing of meetings</b>	
4. Fifteenth session of the Conference, including preparatory meetings, as required	1
<i>Economic and Social Council</i>	
<b>Substantive servicing of meetings</b>	
5. Substantive servicing of annual sessions of the Economic and Social Council addressing the follow-up to the World Summit on the Information Society	2
<i>Commission on Science and Technology for Development (CSTD)</i>	
<b>Substantive servicing of meetings</b>	
6. Annual sessions of the CSTD and meetings of its two inter-sessional expert panels	32
7. Working Group (of the CSTD) on Enhanced Cooperation on Public Policy Issues Pertaining to the Internet	6
<b>Parliamentary documentation</b>	
8. Reports to and of the Annual Sessions of the CSTD and its inter-sessional expert panels	12
9. Report of the Working Group on Enhanced Cooperation to the twenty-first annual session of the CSTD	1
<i>Trade and Development Board</i>	
<b>Substantive servicing of meetings</b>	
10. Meetings of the annual and executive sessions of the Board	2
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
<b>Substantive servicing of meetings</b>	
11. Meetings of the Working Party	4
<i>Investment, Enterprise and Development Commission</i>	
<b>Substantive servicing of meetings</b>	
12. Annual sessions of the Commission	7
13. Single-year and multi-year expert meetings on topics to be decided by Member States	6
<b>Parliamentary documentation</b>	
14. Background documentation for, and reports of the annual sessions of the Commission	6

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
15. Background documentation for, and reports of the multi-year expert meetings on issues related to science, technology and innovation	7
<i>Trade and Development Commission</i>	
Substantive servicing of meetings	
16. Annual sessions of the Commission	2
17. Multi-year expert meeting (MYEM) on transport, trade logistics and trade facilitation	12
Parliamentary documentation	
18. Background documentation for, and reports of the MYEM on transport, trade logistics and trade facilitation	4
<i>Intergovernmental Group of Experts on E-Commerce and the Digital Economy</i>	
Substantive servicing of meetings	
19. Meetings of the Intergovernmental Group of Experts	12
Parliamentary documentation	
20. Reports and notes to the Intergovernmental Group of Experts, as required	2
<i>Ad hoc expert groups</i>	
21. Ad hoc expert group meetings on the role of technology (including ICTs), and innovation in development, including for the operationalization of technology transfer	4
22. Ad hoc expert group meetings on transport and trade facilitation	2
23. UNCTAD Advisory Group on Strengthening Training Capacity and Human Resource Development (2018)	1
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
Recurrent publications	
24. UNCTAD Technology and Innovation Report 2018 (and its Overview)	1
25. UNCTAD Information Economy Report 2019 (and its Overview)	1
26. Review of Maritime Transport	2
Non recurrent publications	
27. UNCTAD national science, technology and innovation policy reviews	3
28. UNCTAD current studies on science, technology and innovation, including on the impact of transfer of technology on trade and development	4
29. UNCTAD ICT Policy Reviews	3
30. UNCTAD Reports on Cyberlaws	3
31. Studies on transport and trade facilitation	4
32. UNCTAD Policy Briefs	2
33. TrainForTrade Port Management Series	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
34. Report of the UNCTAD Advisory Group on Strengthening Training Capacity and Human Resource Development	1
Exhibits, guided tours, lectures	
35. Lectures on topics of STI, ICTs and e-commerce for development	4
Booklets, fact sheets, wallcharts, information kits	
36. Promotional brochures, pamphlets and information kits on issues related to the work of the subprogramme, as required	10
37. Transport and Trade Facilitation Newsletter	8
38. ASYCUDA Newsletter	4
Press releases, Press Conferences	
39. Press releases related to the Annual sessions of the CSTD and its panels	4
40. Launch of the UNCTAD Technology and Innovation Report 2018	2
41. Launch of the UNCTAD Information Economy Report 2019	2
42. Launches of UNCTAD National STI Policy Reviews	3
43. Launch of the Review of Maritime Transport	2
44. News Items, Press briefings, interviews, and press conferences related to the outputs of the subprogramme, as required	12
Technical material	
45. Website of the CSTD	1
46. Website of the Working Group on Enhanced Cooperation	1
47. Capacity-building materials on science, technology and innovation policy for development	2
48. Online platform for innovation policy learning	1
49. ICT measurement website	1
50. Global Cyberlaw Tracker	1
51. eTrade for All website	1
52. UNCTAD Technical Notes on ICT for Development	4
53. UNCTAD Training Course on Information Economy Statistics	1
54. ASYCUDA Website	1
55. ASYCUDA World Report	1
56. Updates of relevant UNCTAD webpages on programmes and activities within the subprogramme	1
57. Sustainable freight transport web platform	1
58. Online repository on National Trade Facilitation Committees	1
59. Training material on TrainForTrade capacity-building through human resources development	1
60. TrainForTrade Training Development in the Field of International Trade - Course materials	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>(multimedia)</b>	
61. TFT Distance Learning Platform (Website)	1
62. Website for the UNCTAD P166 Regional Course on Key Issues on the International Economic Agenda, and Short Course for Geneva-based delegates	1
63. E-learning module for the Course on Key issues on the International Economic Agenda	1
64. User registration and course management database for the UNCTAD Regional Course and Short Course for Geneva-based delegates	1
Contribution to joint outputs	
65. Coordination and management of the eTrade for All initiative	2
66. Inputs to the Report of the Interagency Task Team of the Technology Facilitation Mechanism (FfD)	2
67. Inputs to the Multistakeholder forum on science, technology and innovation for the SDGs	4
Seminars for outside users	
68. Preparation and coordination for P166 training courses on Key Issues on the International Economic Agenda in Countries in Transition in Western Asia, Africa, Latin America and the Caribbean, and Asia and the Pacific	5
69. P166 short courses for Geneva-based delegates	12
Audiovisual resources	
70. Support material for training courses on sustainable freight transport and finance	1
71. TrainForTrade multimedia training material	4
72. Support material for training courses on Key Issues on the International Economic Agenda	5
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
73. Advisory services for policy-makers in developing countries on science, technology and innovation policies for development	2
74. Advisory services for policy-makers in developing countries on policy and practical aspects of ICTs and e-commerce for development.	2
75. Advisory services for policy-makers and relevant officials in developing countries on the measurement of ICTs	2
76. Advisory services on transport policies and international legal instruments, standards and rules related to the facilitation of international trade, transport and transport security	6
77. Advisory services for policy-makers (Port Operators) through fact finding missions	6
Training courses, seminars and workshops	
78. Regional courses for policymakers on STI for the SDGs (target: key stakeholders including senior officials, academia and private sector)	2
79. Interregional knowledge-sharing workshop for policymakers on addressing critical STI policy coherence issues	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
80. Economic, technical, legal and regulatory aspects of ICT and e-commerce for development and ICT measurement	4
81. Capacity-building related to the outcome of national science, technology and innovation policy reviews	2
82. Seminars, lectures and training to build capacity in trade facilitation and transport, including policy and legislation, multimodal transport, logistics, sustainable and climate resilient transport and finance	20
83. TrainForTrade Workshops (Training of trainers on Port Management 2018)	3
84. TrainForTrade Workshops (Training of trainers on Port Management 2019)	3
85. TrainForTrade Workshops (Coaching of instructors and pedagogical methodology)	4
86. TrainForTrade workshops on issues related to Trade, Investment, Tourism (face-to-face and/or on-line)	7
Field projects	
87. National, regional and interregional projects in the fields of transport and related services, trade facilitation and logistics, including ASYCUDA	65
88. TrainForTrade training and capacity-building programmes	7

## **Subprogramme 5 Africa, least developed countries and special programmes**

29. Substantive responsibility for this subprogramme is vested within the Division for Africa, Least Developed Countries and Special Programmes. The subprogramme will be implemented in accordance with the strategy detailed under subprogramme 5 of programme 10 of the biennial programme plan for the period 2018-2019.

### **External factors**

30. The subprogramme is expected to achieve its objectives and accomplishments on the assumption that: (a) necessary data and statistical information are available, and cooperation with relevant organizations is enhanced; (b) countries covered by the subprogramme and their development partners effectively implement their respective commitments and targets as contained in the outcome documents of relevant United Nations conferences and summits; (c) adequate financial and human resources, including through extra-budgetary funding, are available; (d) conditions and capacities for adopting policies and implementing appropriate recommendations exist in member States and among development partners; and (e) second phase of the Enhanced Integrated framework (EIF) which covers the period 2016–2022 will be funded.

### **Outputs**

31. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Substantive servicing of meetings</b>	
1. Meeting of the General Assembly and/or its Committees, as required	1
<i>United Nations Conference on Trade and Development</i>	
<b>Substantive servicing of meetings</b>	
2. Fifteenth session of the Conference, including preparatory meetings, as required	1
<i>Economic and Social Council</i>	
<b>Substantive servicing of meetings</b>	
3. Meetings of the Council, if required	1
4. Meetings of the Committee for Development Policy	1
<b>Parliamentary documentation</b>	
5. Vulnerability profiles	6
6. Input to the work of the Committee on relevant conceptual, methodological or statistical matters, as required	1
<i>Trade and Development Board</i>	
<b>Substantive servicing of meetings</b>	
7. Meetings of the annual and executive sessions	12
<b>Parliamentary documentation</b>	
8. UNCTAD-wide activities in favour of least developed countries: progress report	2
9. Report on activities undertaken by UNCTAD in support of Africa and background note for the executive session	4
10. Overview of Economic Development in Africa Report 2018 and 2019 for the Executive Session of the Board on Africa	2
11. Report to the Trade and Development Board on indicators and benchmarks on productive capacity in landlocked developing countries	1
12. Report on the efforts to promote investment and build productive capacity in other structurally weak and vulnerable small economies	1
13. Report on assistance to small island developing States in their efforts to address physical and economic vulnerabilities and promote structural economic transformation and build resilience and productive capacity in accordance with the SAMOA Pathway	1
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
<b>Substantive servicing of the meetings</b>	
14. Meetings of the Working Party	4
<i>Ad hoc expert groups</i>	
15. Peer review meetings on The Least Developed Countries Report 2018 and 2019	2
16. Peer review meetings on Economic Development in Africa Report 2018 and 2019	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
17. Sectoral review of the implementation of the Vienna Programme of Action for the Landlocked Developing Countries for the decade 2014-2024.	1
18. Sectoral review of the implementation of the SAMOA Pathway	1
19. Ways and means for achieving targets set out in the Istanbul Programme of Action in the areas of productive capacity and trade for the least developed countries	1
20. Export diversification and employment creation in developing countries	1
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
Recurrent publications	
21. The Least Developed Countries Report 2018 and 2019	2
22. The Least Developed Countries Report Overview, 2018 and 2019	2
23. Economic Development in Africa Report 2018 and 2019	2
24. The LDC Profiles 2019	1
Non-recurrent publications	
25. Measuring and benchmarking productive capacities in Landlocked Developing Countries: policy implications	1
26. Research on effective use of preferential programmes on duty-free quota-free and rules of origin for LDCs for diversification of export products and markets	4
27. Publication under the EIF Programme	2
28. Assessing sustainability and climate resilience of transport systems and infrastructure in small island developing States	1
Booklets, fact sheets, wall charts, information kits	
29. Policy briefs on the Economic Development in Africa Report	2
30. Policy briefs on The Least Developed Countries Report	4
31. Trade and Poverty paper series	2
Exhibits, guided tours, lectures	
32. Lectures and presentations on least developed country and African development issues to various audiences, including civil society and academia, and on globalization, development strategies and policy coherence	8
Press releases, press conferences	
33. Press releases, press conferences and interviews on research results and policy proposals related to the work of the sub-programme	14
Contribution to joint outputs	
34. Contribution to the report of the Secretary-General to the General Assembly on the Mid-Term review of the Vienna Programme of Action for Landlocked Developing Countries for the Decade 2014-2024	2
35. Contribution to the New Partnership for Africa's Development – consolidated report of the Secretary-General on progress in implementation and international support	2

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
36. Contribution to the report on the implementation of the outcome of the Second UN Conference on Landlocked Developing Countries	2
37. Contribution to UNCTAD's report to the Trade and Development Board on implementation of outcomes of major conferences and summits	2
38. Contribution to Report of the Secretary-General: Causes of conflict and the promotion of durable peace and sustainable development in Africa	2
39. Contribution to the follow-up and review of the SAMOA Pathway	1
<b>C. Technical cooperation (regular budget/extrabudgetary)</b>	
Advisory services	
40. Advisory services to landlocked developing countries on implementation of priority 5 of the Vienna programme of Action	6
41. Implementing Development Account project on indicators and measuring productive capacities in LLDCs (Productive Capacity Indices)	6
42. Advisory services to Geneva-based LDC delegates, capital-based officials and private sector on duty-free quota-free market access, rules of origin, services waiver and related trade issues relevant to LDCs	6
43. Advisory services to EIF Focal Points and Geneva LDCs delegates on how to mainstream trade into their development plans	4
44. Advisory services to LDCs, including on smooth transition strategies	8
45. Advisory services to small island developing States on trade and development issues, as required	1
46. Advisory services to African countries on trade and development issues, as required	1
Training courses, seminars and workshops	
47. Workshops for trade policymakers on duty-free quota-free market access, rules of origin and services waiver and related trade issues relevant to LDCs	4
48. Workshop on DTIS or post DTIS activities in the framework of the EIF	4
49. National workshops on structural economic transformation for graduation	8
50. Regional workshops on structural progress towards post-LDC status	2
Field Projects	
51. Market access and rules of origin and Mainstreaming LDCs into world economy	2
52. EIF related Projects	2

## Programme support

32. Programme support services are provided to the policymaking organs, executive direction and management and substantive subprogrammes to assist them in delivering their programmed outputs. The services are organized around three entities, namely the Resources Management Service, the Intergovernmental Support Service and the Technical Cooperation Section.

33. The Resources Management Service provides overall coordination and integrated support to programme delivery and senior management in the area of human resources, programme planning, budget and finance, including providing advice to senior management while administering both regular budget and extrabudgetary resources. It also ensures adequate information technology support and services in the areas of infrastructure support, systems development, knowledge-sharing, web technology management and service support in conformity with United Nations and industry standards.

34. The Intergovernmental Support Service is responsible for the preparation, management and servicing of the quadrennial sessions of UNCTAD, the sessions of the Trade and Development Board and its subsidiary machinery (commissions, expert meetings, Working Party on the Strategic Framework and the Programme Budget) and the United Nations conferences organized under the auspices of UNCTAD. The Service provides liaison support and services to regional groups and is responsible for monitoring institutional follow-up to the decisions of the intergovernmental machinery, preparation of the calendar of meetings, editing and report writing, protocol support and preparation of host country agreements.

35. The Technical Cooperation Section provides the secretariat with policy guidance and promotes a coordinated approach to technical cooperation, including the review of project proposals, fundraising and liaison with beneficiaries, donors and other organizations involved in trade-related technical assistance.

### Outputs

36. During the biennium 2018-2019, the following outputs will be delivered:

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>A. Servicing of intergovernmental and expert bodies (regular budget)</b>	
<i>General Assembly</i>	
Parliamentary documentation	
1. Reports of other intergovernmental meetings, as required	4
2. Reports of the annual, executive and special sessions of the Trade and Development Board	10
<i>United Nations Conference on Trade and Development</i>	
Substantive servicing of meetings	
3. Fifteenth session of the Conference, including preparatory meetings, as required	20
<i>Trade and Development Board</i>	
Substantive servicing of meetings	
4. Annual regular, executive and special sessions of the Trade and Development Board	80

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>Parliamentary documentation</b>	
5. Reports of the Working Party on the Strategic Framework and the Programme Budget	6
6. Reports on the annual sessions of the UNCTAD commissions	6
<i>Working Party on the Strategic Framework and the Programme Budget</i>	
<b>Substantive servicing of meetings</b>	
7. Meetings of the Working Party	36
<b>Parliamentary documentation</b>	
8. Conference room papers and documents, as required	6
9. Reports on the review of technical cooperation activities	2
<i>Trade and Development Commission</i>	
<b>Parliamentary documentation</b>	
10. Reports of the expert meetings, including meetings of the Intergovernmental Group of Experts on Competition Law and Policy and the Intergovernmental Group of Experts on Consumer Protection Law and Policy	14
<i>Investment, Enterprise and Development Commission</i>	
<b>Parliamentary documentation</b>	
11. Reports of the expert meetings, including meetings of the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting	12
<b>Intergovernmental Groups of Experts of Financing for Development and on e-Commerce and the Digital Economy</b>	
12. Reports of the expert meetings,	4
<b>B. Other substantive activities (regular budget/extrabudgetary)</b>	
<b>Exhibits, guided tours, lectures</b>	
13. Introductory briefing for new diplomats in Geneva responsible for UNCTAD activities	4
14. Public outreach activities (e.g. briefings for delegations and other interested groups, seminars, public speaking engagements) on the work of UNCTAD and the relationship of UNCTAD with other organizations, and seminars and lectures on issues related to technical cooperation	8
<b>Booklets, fact sheets, wallcharts, information kits</b>	
15. Toolbox on UNCTAD technical cooperation programmes	1
<b>Technical material</b>	
16. UNCTAD website and its web pages containing information about UNCTAD, meetings and events, documents and publications, press and public information materials, technical cooperation, including the technical cooperation portal	2
<b>Contribution to joint outputs</b>	
17. Documents and inputs for and representation at inter-agency meetings related to programme coordination, operational activities, evaluation and management issues	4

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
<b>C. Conference services (regular budget)</b>	
Meeting services	
18. Liaison with the United Nations Office at Geneva on conference servicing and documentation matters and with United Nations Headquarters on conference servicing, calendar matters, documentation and submission of reports to the General Assembly	2
19. Technical servicing of the annual sessions of the UNCTAD commissions, expert meetings and intergovernmental groups of experts	172
20. Technical servicing of consultations of the Secretary-General of UNCTAD and of the President of the Trade and Development Board with member States	30
21. Technical servicing of international commodity conferences	10
22. Technical servicing of meetings of the Commission on Science and Technology for Development	20
23. Technical servicing of seminars, study groups and ad hoc meetings	40
24. Technical servicing of the annual, executive and special sessions of the Trade and Development Board	80
25. Technical servicing of the sessions of the Working Party on the Strategic Framework and the Programme Budget	48
26. Technical servicing of the World Investment Forum	10
27. Technical servicing of the Global Commodities Forum	10
28. Technical servicing of the fifteenth session of UNCTAD and its preparatory meetings	20
Translation and editorial services	
29. Editing of UNCTAD documentation and management of the document submission process, as required	1
Documentation and publication services	
30. Internal coordination and liaison with the United Nations Office at Geneva and United Nations Headquarters, on the planning, preparation, and processing of parliamentary documents, publications and other materials	1
31. Electronic publishing support for publications in CD-ROM or other electronic media, and graphic and design support for publishing activities and events	1
<b>D. Technical cooperation (regular budget/extrabudgetary)</b>	
Field projects	
32. Design and management of inter-agency technical cooperation activities in the framework of UNCTAD coordination and leadership of the United Nations Inter-Agency Cluster on Trade and Productive Capacity	1
<b>E. Administrative support services (regular budget/extrabudgetary)</b>	
Overall management	
33. Provides overall coordination and integrated support to programme delivery and senior management in the area of human resources, finance and budget and information technology	1

<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
34. Administrative clearance and final approval of project financing documents and all agreements with the UNCTAD secretariat	1
35. General support in the design and management of all UNCTAD technical cooperation activities and control of internal results-based management framework for technical cooperation programmes and projects and coordination of UNCTAD's fundraising activities	1
36. Support to reviews by United Nations oversight bodies, including coordination of inputs, support in the definition of the programme of work and follow-up on implementation of recommendations	1
Human resources management	
37. Support in the implementation of human resources management policies and practices, pertinent resolutions of the General Assembly and directives of the Office of Human Resources Management, with regard to new approaches and in the adaptation of existing policies and practices	1
38. Assistance in staff-management relations, including for interaction with staff representative bodies, staff security and welfare	1
39. Assistance with performance management, staff development and training	1
40. Assistance with recruitment, placement and promotion of staff, and administration of consultants, individual contractors and interns	1
41. Talent management, advertisement of job openings as broadly as possible, including through the UNCTAD website, web page of the United Nations Office at Geneva and outreach media	1
42. Support in the handling of administrative cases, including gathering and presenting information for use at various processes in the administration of justice	1
43. Management of the Departmental training budget, training plans and support to learning activities	1
Programme planning, budget, accounts	
44. Administration of allotments, control of the staffing table, certification of and reporting on the utilization of approved resources and preparation of budget performance reports and vacancy statistics reports; financial control and certification of all UNCTAD accounts	1
45. Financial reporting to donors	1
46. Management of extrabudgetary funds under delegated authority	1
47. Maintenance of various statistics on resources for reporting purposes	1
48. Monitoring and verification of programme implementation and coordination of programme performance reporting	1
49. Programme planning and coordination of the preparation of the biennial programme plan	1
50. Review, maintenance and correction of accounts	1
51. Processing of financial transactions	1
Central support services	
52. Integrated oversight of the information technology system infrastructure in UNCTAD, ensuring the mutual compatibility and consistency of UNCTAD systems with outside technology, and planning and development of new systems	1

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<i>Categories of outputs and final outputs</i>	<i>Quantity</i>
53. Installation, redeployment and maintenance services, inventory and resource use monitoring, user help desk and support for personal computer and mainframe software applications	1
54. Maintenance and enhancement of the local area network infrastructure, internal and external communications links, and electronic mail and communications systems	1
55. Operational support for major applications and development of new applications as required	1
56. Maintenance and quality control of the UNCTAD website, coordination of its content and technical coordination with the International Computing Centre	1
57. Asset accounting and control, and management and disposal of project assets	1
58. Liaison with the United Nations Office at Geneva on facilities management services	1
59. Management of low value procurement	1
60. Support to procurement for field projects through UNDP country offices	1
61. Management of travel processes at departmental level	1

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