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**Review of the programme narrative component of the  
draft proposed programme budget for the biennium 2012–2013**

## **Draft Proposed Programme Narrative for the Biennium 2012-2013**

### **Part IV International cooperation for development**

#### **Section 12 Trade and development**

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## Overall orientation<sup>1</sup>

1. The main objective of the programme implemented by UNCTAD and the International Trade Centre UNCTAD/WTO (ITC) is to assist developing countries, especially least developed countries, and countries with economies in transition in integrating beneficially into the global economy. In all aspects of its work, UNCTAD will help to implement the global development agenda and will assist developing countries in meeting their development goals, including poverty eradication, so as to improve the well-being of their citizens and to address the opportunities and challenges created by globalization. In particular, in line with the priorities of the organization, UNCTAD will further enhance its efforts to support the development of Africa across all its sectoral areas of expertise.

2. In order to attain the foregoing objectives, UNCTAD, within its mandate, will: (a) conduct pragmatic research and analysis on both long-standing and emerging development issues; (b) build consensus around efforts to promote national and international policies and strategies conducive to development; and (c) support countries in implementing their development strategies aimed at their integration into the global economy and the achievement of sustainable levels of growth and development. In the context of the deepening interdependence among all countries, UNCTAD will maintain its unique orientation and its commitment to development through those three pillars, while remaining responsive and accountable to all Member States.

3. The programme is guided by the sessions of the Conference, the Trade and Development Board and its subsidiary bodies, and the Commission on Science and Technology for Development. The decisions adopted at the twelfth session of the Conference, held in Accra, Ghana, in April 2008, formed the basis for the present programme of work. For the period 2012–2013, the programme will further integrate the outcomes of the thirteenth session of the Conference, scheduled to be held in 2012. UNCTAD is responsible for subprogrammes 1 to 5 within the programme, while subprogramme 6 is under the responsibility of ITC.

4. UNCTAD will pursue five subprogrammes to support its objective of helping developing countries to integrate beneficially into the international trading system. The principal task of subprogramme 1 arising from the outcomes of the twelfth session of UNCTAD will be the examination of development strategies in a globalizing world economy and related issues. Subprogrammes 2 and 4 will aim to contribute to the building of productive capacities and international competitiveness, while subprogramme 3 and the trade logistics component of subprogramme 4 will aim to contribute to the maximization of gains resulting from globalization for development in international trade and trade negotiations in goods and services. The development strategies of African economies, the least developed countries and countries in special situations, including small island developing States, landlocked developing countries and other structurally weak, vulnerable and small economies, will be covered under subprogramme 5, while sectoral concerns of those countries will also be addressed by other subprogrammes, in coordination and cooperation with subprogramme 5.

5. Within the framework of subprogramme 3, the Special Unit on Commodities carries out its work as an autonomous unit on commodities, in accordance with paragraph 183 of the Accra Accord. With the guidance and leadership of the Secretary-

<sup>1</sup> In accordance with the applicable General Assembly resolutions, rules and regulations governing the programme budget process (for example, General Assembly Resolution 58/269 and ST/SGB/2000/8), the text highlighted in gray is not subject to further revision by the Working Party.

General of UNCTAD, the Unit will contribute more effectively to the efforts of developing countries to formulate strategies and policies to respond to the challenges and opportunities of commodity markets.

6. Throughout its work programme, UNCTAD will make efforts to mainstream cross-cutting issues related to gender equality and the empowerment of women, the promotion of sustainable development, and full and productive employment. The Conference will also strengthen its cross-divisional coordination, in particular with respect to training and capacity-building programmes.

7. UNCTAD will make contributions, within its mandates, to the implementation of the outcomes of relevant global conferences. Notably, it will contribute to the achievement of the internationally agreed development goals set out in the Millennium Declaration and the 2005 World Summit Outcome, in particular those chapters of the Outcome related to the global partnership for development, financing for development, domestic resource mobilization, investment, debt, trade, commodities, systemic issues and global economic decision-making, economic cooperation among developing countries, sustainable development, science and technology for development.

8. UNCTAD will also contribute to the implementation of specific actions requested in the Monterrey Consensus of the International Conference on Financing for Development; the Doha Declaration on Financing for Development and its follow-up; the outcomes of the Fourth United Nations Conference on Least Developed Countries, to be held in 2011; the outcomes and the Johannesburg Plan of Implementation agreed at the World Summit on Sustainable Development; the outcomes and the Declaration of Principles and the Plan of Action of the World Summits on the Information Society; the Almaty Programme of Action: Addressing the Special Needs of Landlocked Developing Countries within a New Global Framework for Transit Transport Cooperation for Landlocked and Transit Developing Countries; and the outcomes of the midterm review of the Almaty Programme of Action in 2008 and the Mauritius Strategy for the Further Implementation of the Programme of Action for the Sustainable Development of Small Island Developing States. In addition, it will assist in furthering the implementation of the internationally agreed goals set out in the Doha Ministerial Declaration of the Fourth Ministerial Conference of the World Trade Organization (WTO) and other relevant decisions.

9. As a lead agency of the United Nations System Chief Executives Board for Coordination with regard to the inter-agency thematic cluster on trade and productive sectors, UNCTAD will enhance the role of trade and development and related issues in United Nations development assistance plans, such as United Nations development assistance frameworks and national development strategies; undertake joint operations at the country level as appropriate; and enhance inter-agency cooperation in system-wide initiatives in those areas.

## **I. Policymaking organs**

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

10. In accordance with paragraph 2 of General Assembly resolution 1995 (XIX), the General Assembly determines the dates and location of the sessions of the United Nations Conference on Trade and Development, taking into account the recommendations of the Conference or of the Trade and Development Board. The thirteenth session of the Conference will take place in Doha, Qatar, in 2012, as decided by the General Assembly in its resolution 63/204.

## **Trade and Development Board**

11. The Trade and Development Board was established by the General Assembly in its resolution 1995 (XIX) of 30 December 1964 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. The Board meets annually in regular sessions, and may meet in executive sessions three times annually. The Board 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**

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

13. The Trade and Development Commission addresses the mandate of the previous Commission on Trade in Goods and Services, and Commodities, and will also assume responsibility for transport and trade logistics from the previous Commission on Enterprise, Business Facilitation and Development. It has a standing subsidiary expert body, namely the Intergovernmental Group of Experts on Competition Law and Policy.

14. The Investment, Enterprise and Development Commission has the mandate of the previous Commission on Investment, Technology and Related Financial Issues, and also assumes responsibility for enterprise and information and communications technology issues from the previous Commission on Enterprise, Business Facilitation and Development. In accordance with General Assembly resolution 49/130 of 19 December 1994, 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.

15. At the twelfth session of the Conference, it was further 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 (TD/442, para. 207). The total number of such meetings, including the sessions of the two standing expert bodies of the Commissions, would not exceed 10 per annum. Technical matters discussed at the meetings are reported to the parent commission.

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

16. Established by the General Assembly in its resolution 46/235 of 13 April 1992, the intergovernmental Commission on Science and Technology for Development provides overall direction to the related programme of work. The Commission is composed of 43 members and, pursuant to Economic and Social Council resolution 2002/37 of 26 July 2002, meets on an annual basis and reports to the Council. In accordance with Council resolution 1993/75 of 30 July 1993, 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.

## II. Executive direction and management

17. 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 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 the public information and outreach activities and implementation of UNCTAD's communication strategy to enhance the visibility, use, and impact of UNCTAD's work.

18. The Office of the Secretary-General assists the Secretary-General and the Deputy Secretary-General in discharging their above-mentioned responsibilities.

19. In order to enhance the accountability and effectiveness of the work of UNCTAD, the Office of the Secretary-General evaluates and reports on programme performance. This includes conducting an annual self-assessment of all of its subprogrammes and undertaking other evaluation exercises. The outcomes of these exercises are considered by the General Assembly and the Trade and Development Board, according to established practices.

### Objectives for the biennium, expected accomplishments, indicators of achievement and performance measures

**Objective of the organization:** To enable UNCTAD to be of further service to its member States and to 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.

#### Expected accomplishments of the secretariat

#### Indicators of achievement

(a) Improvement in the mainstreaming of gender perspective in the work of UNCTAD

(a) (i) Increased number of initiatives mainstreaming a gender perspective in the work of UNCTAD

*Performance measures*

2008-2009: 8 initiatives

Estimate 2010-2011: 10 initiatives

Target 2012-2013: 12 initiatives

(ii) Increased percentage of women benefiting from UNCTAD activities

*Performance measures*

2008-2009: 35 per cent of participants at UNCTAD training courses, seminars and workshops are female

Estimate 2010-2011: 37 per cent of participants at UNCTAD training courses, seminars and workshops are female

Target 2012-2013: 39 per cent of participants at UNCTAD training courses, seminars and workshops are female

(b) Programme of work is effectively managed

(b) Timely delivery of outputs and services

*Performance measures*

2008-2009: 89 per cent of outputs and services delivered on time

Estimate 2010-2011: 91 per cent of outputs and services delivered on time

Target 2012-2013: 92 per cent of outputs and services delivered on time

(c) Enhanced policy coherence in the management of the economic and social activities of the United Nations.

(c) Increase in the number of activities carried out in collaboration with other entities.

*Performance measures*

2008-2009: 47 initiatives

Estimate 2010-2011: 50 initiatives

Target 2012-2013: 52 initiatives

(d) Improved dissemination and increased visibility of the work of UNCTAD

(d) Increase in the number of media citations of UNCTAD's work

*Performance measures*

2008-2009: 13'234 media citations

Estimate 2010-2011: 14'000 media citations

Target 2012-2013: 14'500 media citations

(e) Timely recruitment and placement of staff

(e) Reduction in average number of days that a Professional post remains vacant

*Performance measures*

2008-2009: 296 days

Estimate 2010-2011: 250 days

Target 2012-2013: 120 days

(f) Improved geographical representation and gender balance of staff

(f) (i) Increased percentage of staff recruited from unrepresented and under-represented member States in UNCTAD

*Performance measures*

2008-2009: 8.3 per cent

Estimate 2010-2011: 9 per cent

Target 2012-2013: 10 per cent

(ii) Increased percentage of women at the Professional level and above for appointments of one year or more

*Performance measures*

2008-2009: 32.4 per cent

Estimate 2010-2011: 33 per cent

Target 2012-2013: 35 per cent

- (g) Increased timeliness of submission of documentation
- (g) Increased percentage of pre-session documents submitted in accordance with the required deadline

*Performance measures*

2008-2009: 50 per cent submitted on time  
 Estimate 2010-2011: 90 per cent submitted on time  
 Target 2012-2013: 92 per cent submitted on time

**External factors**

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

**Outputs**

21. During the biennium 2012-2013, the following outputs will be delivered:

- (a) Servicing of intergovernmental and expert bodies (regular budget):
- (i) United Nations Conference on Trade and Development:
- a. Substantive servicing of meetings: thirteenth session of the Conference, including preparatory meetings as required (20);
- b. Parliamentary documentation: documents and conference room papers for the segments of the Conference, as required (4); report of the Secretary-General of UNCTAD to the Conference at its thirteenth session (1);
- (ii) Trade and Development Board:
- a. Substantive servicing of meetings: annual and executive sessions of the Trade and Development Board (52);
- b. Parliamentary documentation: documents for preparatory meetings for the thirteenth session of the Conference, as required (2); report on the follow-up to the major United Nations conferences and summits in the areas of UNCTAD expertise, as required (2);
- (iii) Working Party on the Strategic Framework and the Programme Budget:
- a. Substantive servicing of meetings: meetings of the Working Party (4);
- b. Parliamentary documentation: conference room papers or working papers, as required (2);
- (iv) Ad hoc expert groups: ad hoc expert groups to be determined by the Secretary-General of UNCTAD, in consultation with member States (3);
- (b) Other substantive activities (regular budget and extrabudgetary):
- (i) Non-recurrent publications: Studies on trade, gender and development (4);

- (ii) Booklets, fact sheets, wall charts, information kits: UNCTAD annual report (2);
  - (iii) Press releases, press conferences: press conferences and lectures by the Secretary-General and his Deputy (32);
  - (iv) Technical material: UNCTAD policy briefs (8); Trade and Gender: Training Manual (1);
  - (v) Documentation for inter-agency meetings: substantive contributions to the Chief Executive Board, its subsidiary bodies and inter-agency meetings and activities, as required (4);
- (c) Conference services, administration, oversight (regular budget and extrabudgetary):
- (i) Policy planning and coordination of intergovernmental and expert meetings;
  - (ii) Policy clearance of all documents and publications issued by UNCTAD, including material for the UNCTAD websites.
  - (iii) Evaluations: ad hoc management reviews and evaluations, such as on publications or projects; oversight and coordination of external evaluations, conducted in the context of project or trust fund agreements; oversight and coordination of self-assessment exercise, and its reporting; oversight of external evaluation mandated by the Trade and Development Board.

### III. Programme of work

#### A. Subprogramme 1: Globalization, interdependence and development

22. The subprogramme is under the responsibility of the Division on Globalization and Development Strategies. The programme of work will be implemented in accordance with the strategy detailed under subprogramme 1 of programme 10 of the strategic framework for the period 2012-2013.

**Objective of the Organization:** To promote economic policies and strategies at the national, regional and international levels that are supportive of sustained growth, inclusive and sustainable development, full employment and decent work for all, and hunger and poverty eradication in developing countries, especially least developed countries

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Increased understanding of the global economic environment and of policy choices at the national, regional and international levels	(a) (i) Increased number of policymakers and beneficiaries indicating the usefulness of UNCTAD recommendations for the national policymaking process  <i>Performance measures</i> 2008-2009: not applicable Estimate 2010-2011: 40 policy-makers Target 2012-2013: 40 policy-makers  (ii) Increased number of statements at intergovernmental meetings and in the media



<p>(b) Progress towards a durable solution to the debt problems of developing countries by fostering better understanding at all levels of the interplay between successful development finance strategies, debt sustainability and effective debt management</p>	<p>on policy choices based on UNCTAD research</p>
	<p><i>Performance measures</i>  2008-2009: not applicable  Estimate 2010-2011: 40 member States  Target 2012-2013: 45 member States</p>
	<p>(iii) Increased number of developing countries realizing positive per capita growth rates and pursuing growth-oriented macroeconomic and financial policies advocated and monitored by UNCTAD</p>
	<p><i>Performance measures</i>  2009-2009: not applicable  Estimate 2010-2011: not applicable  Target 2012-2013: 30 countries</p>
	<p>(iv) Increased number of UNCTAD activities to promote South-South cooperation</p>
	<p><i>Performance measures</i>  2008-2009: 28 activities  Estimate 2010-2011: 29 activities  Target 2012-2013: 30 activities</p>
	<p>(b) (i) Increased number of institutions/countries using the capacity-building services of the Debt Management and Financial Analysis System programme</p>
	<p><i>Performance measures</i>  2009-2009: 100 institutions, 66 countries  Estimate 2010-2011: 103 institutions, 66 countries  Target 2012-2013: 104 institutions, 67 countries</p>
	<p>(ii) Increased number of international and national policy positions and initiatives in the area of debt and development finance incorporating contributions from UNCTAD</p>
	<p><i>Performance measures</i>  2008-2009: 20 initiatives  Estimate 2010-2011: 23 initiatives  Target 2012-2013: 23 initiatives</p>
<p>(iii) Increased number of developing countries, assisted by UNCTAD through the Debt Management and Financial Analysis System, that have improved external debt positions</p>	
<p><i>Performance measures</i>  2009-2009: 19 countries</p>	

(c) Improvement of decision-making, at the national and international levels, on economic policies and development strategies, on the basis of empirical, reliable and timely statistics and indicators highlighting the interlinkages between globalization, trade and development	Estimate 2010-2011: 19 countries Target 2012-2013: 19 countries
	(c) (i) Increased number of countries using statistical variables and derived indicators developed and maintained by UNCTAD Central Statistical Service  <i>Performance measures</i> 2008-2009: not applicable Estimate 2010-2011: not applicable Target 2012-2013: 160 countries
(d) Improved policy and institutional capacities, and enhanced international cooperation for the recovery and sustained development of the Palestinian economy	(ii) Increased number of institutions and Member States using UNCTAD statistical data regarding trade, financial and economic policies  <i>Performance measures</i> 2008-2009: 1,400 Estimate 2010-2011: 1,700 Target 2012-2013: 1,800
	(d) Increased number of Palestinian development initiatives and institutions benefiting from UNCTAD research findings, recommendations and technical cooperation activities  <i>Performance measures</i> 2008-2009: 10 initiatives/institutions Estimate 2010-2011: 10 initiatives/institutions Target 2012-2013: 10 initiatives/institutions

### External factors

23. 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 will be available; (b) there will be no significant shortfalls in extrabudgetary funding of technical cooperation programmes; and (c) political and security conditions in the Palestinian territory and region will be favourable.

### Outputs

24. During the biennium 2012-2013, the following outputs will be delivered:

- (a) Servicing of intergovernmental and expert bodies (regular budget):
  - (i) General Assembly:
    - a. Substantive servicing of meetings: meetings of the Second Committee (5);
    - b. Parliamentary documentation: contributions to reports on the follow-up to the Conference on Financing for Development (1); contributions to reports on South-South cooperation, as requested (1); Reports on external debt sustainability and development (2); contributions to reports on issues related to globalization and development, as requested (1);

- (ii) United Nations Conference on Trade and Development:
  - a. Substantive servicing of meetings: thirteenth session of the Conference, including preparatory meetings as required (20);
- (iii) Economic and Social Council:
  - a. Substantive servicing of meetings: meetings of the Council and its subsidiary bodies, as required (2);
  - b. Parliamentary documentation: contribution to the report for the Development Cooperation Forum, as required (1);
- (iv) Trade and Development Board:
  - a. Substantive servicing of meetings: annual and executive sessions of the Trade and Development Board (20);
  - b. Parliamentary documentation: ad hoc reports on current trends and outlook regarding the performance of the world economy from a development perspective, as requested (2); reports on UNCTAD assistance to the Palestinian people (2); Trade and Development Report Overview (2); ad hoc reports on current issues in South-South cooperation, as required (1);
- (v) Trade and Development Commission / Investment, Enterprise and Development Commission:
  - a. Substantive servicing of meetings: Multi-year expert meetings on international cooperation: South-South cooperation and regional integration (2);
  - b. Parliamentary documentation: Reports to the Expert Meetings of the Commission on issues to be decided by the Commissions (2);
- (vi) Working Party on the Strategic Framework and the Programme Budget:
  - a. Substantive servicing of meetings: meetings of the Working Party (8);
- (vii) Ad hoc expert groups: 10 ad hoc expert group meetings on: coherence between international economic rules, policies and processes, on the one hand, and national policies and development strategies, on the other (1); adapting development strategies to new global challenges and opportunities (2); poverty eradication, income distribution and public revenue and redistribution systems (1); current and upcoming issues in the interdependence between trade, finance, investment, technology and macroeconomic policies (2); the role of growth-oriented macroeconomic, fiscal and financial policies in development (2); current issues in debt and development finance (1) Debt Management Conference (1);
- (b) Other substantive activities (regular budget and extrabudgetary):
  - (i) Recurrent publications: Development and Globalization: Facts and Figures (1); Trade and Development Report (2); UNCTAD Handbook of Statistics (hard copy and DVD) (2);
  - (ii) Non-recurrent publications: current issues in globalization and development policies (2); discussion papers for the Intergovernmental Group of Twenty-Four on International Monetary Affairs and Development, as requested (6); financial instruments for the mitigation of external shocks (1); issues in international monetary and financial policies

- and globalization (compendium) (2); current issues in debt and development finance (compendium) (1); the needs and challenges of operational debt management (1); implementing asset-liability management in developing countries (1); studies on Palestinian economic development (2); UNCTAD discussion papers series (12); Study series on South-South cooperation and regional integration (6);
- (iii) Exhibits, guided tours, lectures: lectures and presentations on macroeconomic and development policy issues (50); lectures and presentations on external debt and development finance issues (20); the 16<sup>th</sup> Raul Prebisch Lecture (1);
  - (iv) Booklets, fact sheets, wallcharts, information kits: brochure on DMFAS products and services (1); DMFAS annual report (2); informational material on activities of the subprogramme (1);
  - (v) Press releases, press conferences: press briefings and interviews on UNCTAD assistance to the Palestinian people (4); press conferences and interviews on research results and policy proposals in the area of globalization, development strategies, good governance at the national and international levels and issues related to developing country debt and external financing (40); Press releases and briefings on research results in the area of South-South cooperation and regional integration (2);
  - (vi) Technical material: DMFAS version 6 user guide (1); DMFAS version 6 control panel user's guide (1); DMFAS E-newsletter (6); DMFAS version 6 technical support documentation (1); training material on DMFAS version 6 architecture (1); capacity-building training module on debt management (1); DMFAS Website (2); principles and guidelines on responsible sovereign lending and borrowing (1); training material for staff from relevant ministries and central banks in selected developing countries for the formulation of strategies and policies to maintain long-term debt sustainability (1); UNCTAD statistics Internet portal, UNCTADstat on-line database, IntraStat, and Globstat on-line database (1); updates of relevant UNCTAD website pages on programmes and activities within the subprogramme (2);
  - (vii) Seminars for outside users: seminars on globalization, development strategies and policy coherence, including those held in connection with training courses on key issues on the international economic agenda and other capacity-building activities (30); seminars on external debt and development finance issues (10); Seminars on South-South cooperation and regional integration, as required (2);
  - (viii) Contribution to joint outputs: contribution to the World Economic Situation and Prospects (2);
- (c) Technical cooperation (regular budget and extrabudgetary):
- (i) Advisory services: advisory services, at the request of Governments, on: policy advice at the national and regional levels to strengthen the capacity of developing countries in their formulation of development strategies and efforts to increase coherence in global economic policy-making, at the national, regional and international levels (20); the provision of policy advice and technical support to the Intergovernmental Group of Twenty-Four on International Monetary Affairs and Development (8); strengthening the capacity of debtor developing countries in their renegotiations of official debt at the Paris Club (7); strengthening the

capacity of selected developing countries in maintaining long-term debt sustainability in presence of external shocks and climate change mitigation (1); strengthening the capacity of debt management offices in moving towards an asset-liability management approach (1); strengthening the capacity of, and substantive administrative and coordination of technical cooperation projects for, the Palestinian people in trade facilitation and policy, financial management, development strategies, enterprise development and investments (4); strengthening the technical capacity of developing countries and countries with economies in transition to record and monitor their external debt, including governance issues (1); strengthening debt management capacity and institutions in developing countries in cooperation with World Bank Debt Management Facility (12);

- (ii) Training courses, seminars and workshops: DMFAS training for administrators and debt auditors from selected countries in recording debt data, reporting, debt statistics, debt analysis and debt auditing (65); training of administrators from selected countries in the design of policies and arrangements that ensure long-term debt sustainability (1); training workshop on investment, development strategy and trade policy for Palestinian professionals (1); regional workshop on responsible sovereign borrowing and lending (1); regional workshops on asset-liability management in debt management offices (2); Training workshops on issues related to economic cooperation and integration among developing countries (2);
- (iii) Field projects: installation, updating and maintenance of the DMFAS programme (60); technical cooperation project for the Palestinian private sector (1);
- (d) Conference services, administration, oversight (regular budget and extrabudgetary): preparations for and logistical support to the Debt Management Conference (1); preparations for and logistical support to the Advisory Group of the DMFAS Programme (1); library services: UNCTAD library collection and archives (1).

## B. Subprogramme 2: Investment and enterprise

25. Substantive responsibility for this subprogramme is vested within the Division on Investment and Enterprise. The programme of work will be implemented in accordance with the strategy detailed under subprogramme 2 of programme 10 of the strategic framework for the period 2012-2013.

**Objective of the Organization:** To ensure developmental gains from increased investment flows, designing policies, enhancing international competitiveness and boosting productive capacities of all developing countries, in particular those in Africa and least developed countries, as well as landlocked developing countries, small island developing States and other structurally weak, vulnerable and small economies

**Expected accomplishments of the Secretariat**

**Indicators of achievement**

(a) Increased understanding of various key public and private investment issues and of the

(a) (i) Increased number of countries and other stakeholders responding to evaluation surveys and reporting a

<p>impact of foreign direct investment on development, as well as of related policies that could promote development gains from such investment</p>	<p>better understanding of public and private investment issues</p>
	<p><i>Performance measures</i>                  2008-2009: 150 stakeholders                  Estimate 2010-2011: 160 stakeholders                  Target 2012-2013: 170 stakeholders</p>
	<p>(ii) Increased number of statements by Member States indicating that they have implemented policy recommendations and utilized methodology provided by UNCTAD in the area of international investment</p>
	<p><i>Performance measures</i>                  2008-2009: 20 statements                  Estimate 2010-2011: 25 statements                  Target 2012-2013: 30 statements</p>
<p>(b) Increased ability of developing countries to create an environment conducive to attracting and benefiting from investment for development</p>	<p>(b) (i) Increased number of countries benefiting from UNCTAD assistance, including investment policy reviews and e-tools, and implementation of national policies towards incentivizing foreign direct investment</p>
	<p><i>Performance measures</i>                  2008-2009: 20 countries                  Estimate 2010-2011: 25 countries                  Target 2012-2013: 30 countries</p>
	<p>(ii) Increased number of developing countries benefiting from UNCTAD assistance, demonstrating improved performance on the basis of various benchmark indicators, monitored by UNCTAD</p>
	<p><i>Performance measures</i>                  2008-2009: 15 countries                  Estimate 2010-2011: 20 countries                  Target 2012-2013: 25 countries</p>
<p>(c) Increased understanding of key and emerging issues related to international investment agreements and their development dimension and enhanced capacity in negotiating and implementing investment</p>	<p>(c) (i) Increased number of statements by policymakers/negotiators reporting on the effects of international investment agreements</p>
	<p><i>Performance measures</i>                  2008-2009: 100 statements</p>

<p>treaties and managing investor-State disputes</p>	<p>Estimate 2010-2011: 110 statements Target 2012-2013: 120 Statements</p> <p>(ii) Increased number of Member States participating in negotiating and implementing investment treaties, and managing investor-State disputes, as reflected in various types of feedback from policymakers and negotiators</p> <p><i>Performance measures</i> 2008-2009: NA Estimate 2010-2011: 5 Target 2012-2013: 7</p>
<p>(d) Enhanced understanding and capacity to develop international competitiveness through the development of policies aimed at:</p> <p>(i) stimulating enterprise development and business facilitation; (ii) promoting best practices in corporate social responsibility and accounting; and (iii) establishing competitive and well-regulated insurance markets</p>	<p>(d) (i) Increased number of countries using UNCTAD policy measures and tools in the design of policies aimed at strengthening entrepreneurship and the competitiveness of their firms</p> <p><i>Performance measures</i> 2008-2009: 21 countries Estimate 2010-2011: 25 countries Target 2012-2013: 27 countries</p> <p>(ii) Increased number of countries using guidance and tools developed by UNCTAD in the areas of accounting, entrepreneurship, insurance, business facilitation, e-tourism and corporate reporting</p> <p><i>Performance measures</i> 2008-2009: NA Estimate 2010-2011: 15 countries Target 2012-2013: 20 countries</p>

### External factors

26. 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 will be available; (b) there will be no significant shortfalls in extra budgetary 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 will exist in member States.

### Outputs

27. During the biennium 2012-2013, the following final outputs will be delivered:

- (a) Servicing of intergovernmental and expert bodies:
- (i) United Nations Conference on Trade and Development:
    - a. Substantive servicing of meetings: Thirteenth session of the Conference, including preparatory meetings (as required) (20);
  - (ii) Trade and Development Board:
    - a. Substantive servicing of meetings: Annual and executive sessions of the Trade and Development Board (4);
    - b. Parliamentary documentation: Report on issues to be discussed by the Board (2)
  - (iii) Working Party on the Strategic Framework and the Programme Budget:
    - a. Substantive servicing of meetings: Meetings of the Working Party (4);
  - (iv) Investment, Enterprise and Development Commission:
    - a. Substantive servicing of meetings: Annual sessions of the Investment, Enterprise and Development Commission (16); Multi-year Expert Meeting on Investment for Development (12); Multi-year Expert Meeting on Enterprise Development Policies and Capacity Building in Science, Technology and Innovation (12); Substantive servicing of other single year expert meetings as required (2);
    - b. Parliamentary documentation: Reports to the Commission on topics to be decided by the Commission (4); Reports to the Expert Meetings of the Commission on issues to be decided by the Commission (4);
  - (v) Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting:
    - a. Substantive servicing of meetings: Annual session of the Intergovernmental Working Group of Experts on International Standards of accounting and Reporting (ISAR) (12);
    - b. Parliamentary documentation: Issues notes to the annual sessions of the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting (ISAR) (4);
  - (vi) Ad hoc expert groups: 14 expert group meetings on: Issues of key concern to developing countries related to foreign investment (1), FDI and Development (1); FDI/TNC statistics and trends analysis (1), Themes related to the World Investment Report 2012 (2); Developing best practices in investment policies (1); Review of the methodological approach to Investment Policy Reviews and follow-up (1); Assessing the implementation of IPR recommendations (1); Issues in international investment agreements and their development dimension (1); Review and exchange of experience on the impact of the new generation of investment promotion strategies(1); Development aspects of intellectual property (1); Review of policy options and exchange of experience with the view to identify best practices in the area of corporate responsibilities (1); Content and methodological approach to Entrepreneurship reviews (1); Review and exchange of best practices in the implementation of internationally recognized accounting and reporting standards and codes (1).



- (b) Other substantive activities (regular budget and extrabudgetary):
- (i) Recurrent publications: World Investment Report (2); World Investment Report Overview (2); Transnational Corporation Journal (6), World Investment Prospects Survey (2); FDI in LDCs at a Glance (1); ISAR Annual Review (2);
  - (ii) Non-recurrent publications: Investment Policy Reviews (8); Investment Advisory Series, including in Best Practices in Attracting and Benefiting from FDI: case studies (8); Series on International Investment Policies for Development (6); Series on Intellectual Property for Development (1); Series on Accounting and Reporting (2); Series on Enterprise for Development (5);
  - (iii) Exhibits, guided tours, lectures: lectures on issues related to the work of the subprogramme (10);
  - (iv) Booklets, fact sheets, wall charts, information kits: Investment Country Profiles (2); Information material on FDI for Development (2); IIA Issues Notes (8), IIAs newflash (20); Empretec newsletter (6); ISAR newsletter (4); World Investment Forum (1); Promotional brochures and flyers (8); Promotional folders (1);
  - (v) Press releases, press conferences: launching of World Investment Report (15); press launches of other publications (5); press briefings, interviews and press conferences related to the outputs of the programme (5);
  - (vi) Special events: 2012 World Investment Forum (6);
  - (vii) Technical material: Global Investment Trends Monitors (6); Investment policy monitors (6); Intellectual Property Development Reports (3); Reports on Measures Affecting International Investment (8); Investment Guides (6); Business Facilitation (2); Training handbook on Empretec and Business Linkages (1); Training material on the use of operating/trading system for business development services in e-tourism, including case studies (1); Databases on FDI and TNC activities, Cross border mergers and acquisitions (2); Online compendium of IIAs (2); IIAs online databases (6);
  - (viii) Contribution to joint outputs: Contribution to the World Economic Situation and Prospects on issues relevant to the subprogramme (2);
- (c) Technical cooperation (regular budget and extrabudgetary):
- (i) Advisory services: Assistance to governments and regional/subregional groupings to strengthen their research and policy analysis in FDI (6); Technical assistance to relevant government entities, regional/subregional groupings in the preparation of FDI statistics (6); Assistance to developing countries in implementing and following up recommendations from their investment policy reviews (10); Advisory service to developing countries in formulating policies aimed at attracting and benefiting from FDI, based on best practices in investment policy-making (5) ; Advisory services to governments and regional/subregional groupings on issues in international investment arrangements, the issue of managing investor-State dispute settlements and other implementation-related issues (10); Advisory services to developing countries on investment promotion and facilitation (10); Assistance to national and subnational investment promotion agencies (10) ; Assistance to developing countries, in particular LDCs, LLDCs and countries with special needs, in producing and disseminating objective and informative investment guides (7) ; Advisory services to Governments and

regional/subregional groupings on the development aspects of intellectual property rights (4) ; Technical assistance to developing countries to improve their e-government practices (8) ; Advisory services to developing countries with regard to their entrepreneurship, SMEs and business linkages policies (6); Development of and assistance to existing Empretec centers and strengthening of the Empretec Centres networks (6) ; Assistance to developing countries in implementing internationally recognized standards and practices in accounting and reporting (8) ; Advisory services at the national and subregional level to strengthen the capacity of developing countries in the formulation of their e-tourism strategies (2); Assistance to governments and regional/subregional groupings, especially in Africa, with the development of their insurance sector (2).

(ii) Training courses, seminars and workshops: Seminars and workshops on FDI, its development dimension and related policy issues, including dissemination of the WIR (12); Seminars and workshops on FDI statistics and survey methodologies (6) ; Seminars and workshops allowing for the development of human resources required for formulating and implementing integrated national policies related to investment (8) ; Seminars and workshops on the negotiation and implementation of IIAs, management of investor-State disputes, alternative means of dispute-settlement, latest developments of investor-State dispute settlements and exchange on information on the effect of IIAs on development (8) ; Seminars and workshops on best practices in thematic areas, including FDI in infrastructure and maximizing FDI spillovers (6) ; Seminar and workshops on capacity building in investment promotion and facilitation for policy makers, IPA officials and diplomats (10) ; Seminars and workshops on intellectual property and developments issues (4) Seminars and workshops on best practices in entrepreneurship policies (6) ; Seminars and workshops on capacity building in accounting and reporting (4) ; Seminars on enterprise policies on Corporate Social Responsibility (4) ; Regional seminars to assist developing countries in building a competitive insurance sector (2); Training workshops on the e-tourism development (4).

(iii) Field projects: Linkages and new Empretec programmes in developing countries (4) National and regional projects on accounting and reporting in developing countries (4).

### **C. Subprogramme 3: International trade**

28. Substantive responsibility for component 1 of this subprogramme is vested within the Division on International Trade in Goods and Services, and Commodities. The programme of work will be implemented in accordance with the strategy detailed under subprogramme 3 of programme 10 of the strategic framework for the period 2012-2013.

29. Substantive responsibility for component 2 of this subprogramme is vested within the Special Unit on Commodities. The programme of work will be implemented in accordance with the strategy detailed under subprogramme 3 of programme 10 of the strategic framework for the period 2012-2013.

## 1. Component 1: Strengthening international trade

**Objective of the Organization:** To ensure the effective, qualitative and beneficial participation of all countries, in particular developing countries, with enhanced work on the special problems of Africa, least developed countries, landlocked developing countries, small island developing States, and other structurally weak, vulnerable and small economies, in international trade and the trading system in order to make trade a positive force for all

### Expected accomplishments of the Secretariat

### Indicators of achievement

(a) Strengthened capacity of developing countries and countries with economies in transition to integrate beneficially into the global economy and the international trading system, including services development and trade, by designing and implementing trade policies and participating effectively and coherently in bilateral, regional (including South-South) and multilateral trade negotiations as well as to address the situations arising from the increasing cost of trade finance.

(a) (i) Increased number of countries increasing their participation in trade negotiations through the submission of trade negotiating proposals in bilateral, regional and multilateral trade negotiations, including South-South trade negotiations and WTO accession processes

#### *Performance measures:*

2008–2009: 38 countries

Estimate 2010–2011: 40 countries

Target 2012–2013: 41 countries

(ii) Increased number of developing countries benefiting from UNCTAD assistance in integrating trade and development concerns into their national development plans and poverty reduction strategies

#### *Performance measures:*

2008–2009: 13 countries

Estimate 2010–2011: 15 countries

Target 2012–2013: 16 countries

(b) Further improvement in trade and trade-related decision-making and addressing the trade and development impact of non-tariff barriers through use of analytical tools, databases and software, such

(b) (i) Increased number of active users of the Trade Analysis and Information System, through either the Internet or the World Integrated Trade Solution, and of the Agriculture Trade Policy Simulation Model

as the Trade Analysis and Information System or the World Integrated Trade Solution

*Performance measures:*

2008–2009: 37,000 users  
 Estimate 2010–2011: 40,000 users  
 Target 2012–2013: 43,000 users

(ii) Increased number of specific actions taken by Member States to reduce or eliminate arbitrary or unjustified non-tariff barriers in international trade

*Performance measures:*

2008–2009: 3 actions  
 Estimate 2010–2011: 5 actions  
 Target 2012–2013: 6 actions

(c) Enhanced capacities of developing countries and countries with economies in transition to prepare and implement national and regional competition laws, address the challenges arising from global economic crises in implementing competition and consumer protection legislation

(c) (i) Increased number of developing countries establishing or revising and implementing national and/or regional (including South-South) competition and consumer protection legislation and institutional frameworks

*Performance measures:*

2008–2009: 12 countries  
 Estimate 2010–2011: 13 countries  
 Target 2012–2013: 15 countries

(ii) Increased number of voluntary consultations, as envisaged in section F of the Set of Multilaterally Agreed Equitable Principles and Rules for the Control of Restrictive Business Practices

*Performance measures:*

2008–2009: Not available  
 Estimate 2010–2011: 2 voluntary consultations  
 Target 2012–2013: 4 voluntary consultations

(d) Strengthened capacity of developing countries to design and implement mutually supportive trade, environment, climate change and sustainable development objectives in development strategies at all levels

(d) (i) Increased number of developing countries designing and implementing policies, plans, programmes, normative initiatives and institutional arrangements with a view to taking advantage of trade and investment opportunities and promoting their sustainable development objectives

*Performance measures:*

2008–2009: 30 countries

Estimate 2010–2011: 32 countries

Target 2012–2013: 34 countries

(ii) Increased number of developing countries participating in the Biotrade and Biofuels initiatives

*Performance measures:*

2008–2009: 15 developing countries

Estimate 2010–2011: 16 developing countries

Target 2012–2013: 17 developing countries

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### External factors

30. 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 will be available; and (b) there will be no significant shortfalls in extrabudgetary funding of technical cooperation programmes.

### Outputs

31. During the biennium 2012-2013, the following outputs will be delivered:

(a) Servicing of intergovernmental and expert bodies (regular budget):

(i) General Assembly:

a. Substantive servicing of meetings: meetings of the Second Committee, as required (2);

b. Parliamentary documentation: reports on international trade and development (2); contribution to reports on the follow-up to the International Conference on Financing for Development (2);

(ii) Conference of the Parties to the United Nations Framework Convention on Climate Change:

- a. Parliamentary documentation: report on the work of UNCTAD on trade, climate change and investment (1); report on UNCTAD activities on the interface between trade and climate change under the new climate change regime (1);
- (iii) Conference of the Parties to the Convention on Biological Diversity:
  - a. Parliamentary documentation: report on UNCTAD activities on trade and biodiversity (1); report on UNCTAD work in promoting an enabling policy environment to foster private sector engagement in the sustainable use and conservation of biodiversity (1);
- (iv) United Nations Conference on Trade and Development:
  - a. Substantive servicing of meetings: thirteenth session of the Conference, including the preparatory meetings (as required) (20);
  - b. Parliamentary documentation: background documentation (as required) for the thirteenth session of the Conference (2);
- (v) Commission on Sustainable Development:
  - a. Parliamentary documentation: Substantive contribution on trade and sustainable development issues specifically on the green economy in the context of poverty eradication and sustainable development for the United Nations Conference on Sustainable Development (1);
- (vi) Trade and Development Board:
  - a. Substantive servicing of meetings: annual sessions of the Board (2);
  - b. Parliamentary documentation: reports on issues to be decided by the Board, as required (2);
- (vii) Working Party on the Strategic Framework and the Programme Budget:
  - a. Substantive servicing of meetings: meetings of the Working Party (4);
- (viii) Trade and Development Commission:
  - a. Substantive servicing of meetings: annual sessions of the Commission (16); annual sessions of the multi-year expert meeting on services, development and trade: the regulatory and institutional dimension (12);

- b. Parliamentary documentation: background documentation on developing countries in international trade, as required (6); background documentation for the multi-year expert meetings (as required) (4);
- (ix) Intergovernmental Group of Experts on Competition Law and Policy:
- a. Substantive servicing of meetings: annual sessions of the Intergovernmental Group of Experts on Competition Law and Policy (12);
- b. Parliamentary documentation: reports on issues to be decided by the Intergovernmental Group of Experts on Competition Law and Policy (12);
- (x) Ad hoc expert groups; expert group meetings on: impact of non-tariff measures on developing countries' trade (1); recent advancements in the economic research on international trade and its policy implications for development (1); role of competition policy in promoting domestic and international competitiveness of developing countries and countries with economies in transition (1); role of consumer protection policy and the benefits of competition policy accruing to households, particularly the poor and their role in promoting development (1); trade, climate change and sustainable development (1); trade, investment and sustainable development implications of the green economy (1); the role of trade policy and the International trading system in development (1); the contribution of services economy and trade in services to development (1);
- (b) Other substantive activities (regular budget and extrabudgetary):
- (i) Recurrent publications: Analytical Series A comprising: Key trade and development issues: Assuring development gains from the international trading system and trade negotiations (2); Developing countries in International Trade (1); Trade, poverty and related cross-cutting development issues (1); Voluntary Peer Review of competition law and policy (2); Current issues in Competition Law and Development (2); Trade, Environment and Development Review (1); Analytical studies on trade and climate change (3); Analytical studies on trade and biodiversity (2); Analytical studies on trade, environment and sustainable development (3); Analytical Series B: Trade policy issues (14); Handbooks, Generalized System of Preferences and Competition Legislation Handbooks comprising: Handbooks and market access studies (5); Model Law on Competition Policy (1); Handbook on the foundation of effective competition agency (1);
- (ii) Non-recurrent publications: Technical papers on emerging trade and development issues: Selected issues in international trade negotiations and assuring development gains (7); Services and development impact assessment (2); Studies on trade policy

development under the emerging multilateral trading system in Africa and LDCs (2); Sectoral Studies on selected topics including competition provisions in regional integration groupings (2); Emerging issues on trade, environment and sustainable development (6);

- (iii) Exhibits, guided tours, lectures: lectures on issues related to the work of the subprogramme, as required (10);
- (iv) Booklets, fact sheets, wallcharts, information kits: Generalized System of Preferences newsletters (2); Promotional brochures, flyers and pamphlets on various activities of the subprogramme (trade negotiations and commercial diplomacy, competition law and policy, trade analysis, trade and environment) (14); UNCTAD Perspective on Competition Law (2); UNCTAD Perspective on Consumer Protection (1); Folders for Intergovernmental Group of Experts on Competition Law and Policy (1); Trade and environment information bulletin (4);
- (v) Press releases, press conferences: as required (10)
- (vi) Technical material: Agricultural Trade Policy Simulation Model (upgrading during the biennium) (2); non-tariff measures/non-tariff barriers database (development and updating during the biennium) (2); South-South Trade Information System (updating during the biennium) (2); Trade Analysis Information System (TRAINS) database (updating during the biennium) (2); World Integrated Trade Solution (updating during the biennium) (2); Manual on Competition Law and Policy for Practitioners (1); Technical materials produced under the UNCTAD Research Network on Competition Policy (2); Updates of relevant UNCTAD website pages on programmes and activities within the Subprogramme (8); Training material on trade, investment and sustainable development opportunities under the new climate change regime (1); Technical notes on relevant and emerging issues on biotrade, climate change and biofuels (2); Training modules on topics in the international trade negotiations (10).
- (vii) Audio-visual resources: commercial diplomacy and dispute settlement CD-ROM (2); proceedings of meetings conducted by the subprogramme (10); Model Law CD Rom (1); Handbook on National legislation on Competition law and consumer protection CD-Rom(2);
- (viii) Documentation for inter-agency meetings: contribution to the Chief Executives Board and its subsidiary bodies as required (4); contribution to the United Nations-wide system response to the challenge of climate change in the context of sustainable development (1); contributions to the Chief Executives Board and its subsidiary bodies, as required (1);



- (ix) Contribution to joint outputs: contribution to joint UNCTAD/World Trade Organization/ITC publication on World Tariff Profiles (2); contribution to the Trade Policy Handbook with the World Trade Organization (1); contribution to the World Economic Situation and Prospects Report published jointly with DESA and UN Regional Commissions (2); contribution to the MDG Report and MDGs Gap Report published by the Inter-Agency and Expert Group on MDG Indicators (4);
- (c) Technical cooperation (regular budget and extrabudgetary):
  - (i) Advisory services: advisory missions on strengthening analytical capacity in trade and development issues (6); assistance to developing countries in addressing non-tariff barriers (6); advisory missions on assistance to the African, Asian, Latin American, Caribbean and Pacific countries and their regional organizations, as well as countries with economies in transition, on post-Doha negotiations, regional trade negotiations and South-South trade (6); advisory services for countries in the process of accession to the World Trade Organization (before, during and after accession) (8); advisory services for developing countries and countries with economies in transition on ensuring development gains from international trade and trade negotiations (4); advisory services to developing countries to assist them integrate trade and development concerns into their national development plans and poverty reduction strategies (3); assistance in regard to multilateral and regional trade negotiations on capacity-building, in particular in Africa and least developed countries (4); assistance to least developed countries in the context of the Enhanced Integrated Framework for Trade-Related Technical Assistance to least developed countries (2); continuous assistance and supply of information on Generalized System of Preferences and trade preferences to Geneva-based missions and capitals (2); Advisory missions on trade, environment and development for developing countries, including identifying and responding on the sustainable use of biodiversity (5); Assistance in identifying and responding to capacity building needs of developing countries in assessing the feasibility of integrating biofuels into their national energy strategy (4); Advisory services to assess investment opportunities for developing countries arising from multilateral environmental agreements related to biodiversity and climate change (5); advisory missions on issues related to the drafting and enforcement of competition law and policy, consumer protection and dealing with restrictive business practices at national, regional and international levels (20); Advisory services on Aid for trade (4);
  - (ii) Training courses, seminars and workshops: training for staff from selected regional and subregional groupings for interactive collaboration on TRAINS (2); seminars on using TRAINS database (4); joint UNCTAD-WTO-Université de Genève weekly workshops (4); national and regional seminars on the Generalized System of

Preferences and on other preferential trading arrangements (4); national workshops, seminars and training on accession to the World Trade Organization (8); seminars and workshops on approaches to trade liberalization in services and on the main trade barriers that limit the ability of developing countries to export their services (5); seminars to enhance the developing countries' understanding, from a development perspective, of issues in ongoing and future multilateral trade negotiations (5); training activities in dispute settlement on trade, investment and intellectual property (4); training activities to build capacity of developing countries, in particular least developed countries, and countries with economies in transition to be effective players in the multilateral trading system and derive full benefits from trade liberalization (7); training events for trade negotiators of developing countries and economies in transition, in the context of commercial diplomacy (12); workshop for developing countries in preparation for the World Trade Organization Ministerial Conference (1); International policy dialogues on biofuels designed to promote international cooperation and enhance synergies of relevant stakeholders (2); Organization of international policy forums on the interface and mutual supportiveness of trade and climate change policy (2); Regional biotrade policy dialogues in Africa, Asia and Latin America, and national/regional workshops on multi-stakeholder approaches to BioTrade, and other Biotrade-related issues (3); Regional/national seminar on trade and investment in biodiversity and climate change (2); seminars, workshops and simulation exercises aimed at assisting interested countries in developing their national regulatory and institutional framework in competition law and policy, and at enhancing their effective participation in discussions of the subject in international forums, including regional and South-South meetings (8);

- (iii) Field projects: inter-country project on tariff and non-tariff measures data collection and dissemination (1); inter-country project in assisting LDCs to formulate appropriate trade policy to integrate in the global economy (1); country and inter-country projects aimed at capacity-building for policymaking in relation to services and at strengthening the relationship between national policymaking and both regional and international services trade in developing countries, in particular in Africa and least developed countries (3); country and inter-country projects for providing technical support to developing countries, in particular the least developed countries, in regard to regional and multilateral trade negotiations, and support in connection with their participation in the post-Doha negotiations (2); country and inter-country projects to assist developing countries and countries with economies in transition in their accession to the World Trade Organization (2); Generalized System of Preferences schemes and other preferential trade arrangements (2); project on the Global System of Trade Preferences among Developing Countries (1); project on dispute settlement and commercial diplomacy (2); project to assist African countries in building and

strengthening human, institutional and policy capacities to participate beneficially in the multilateral trading system (1); BioTrade Facilitation Programme II (1); Climate Change Programme (1); BioFuels Initiative (1); establishment and/or strengthening of capacities in various institutions related to competition and consumer protection policy (4).

## 2. Component 2: Commodities

<b>Objective of the Organization:</b> To harness development gains from the commodity economy for commodity-dependent developing countries, as well as to deal with trade and development problems related to commodity dependence	
<b>Expected accomplishments of the Secretariat</b>	<b>Indicators of achievement</b>
(a) Improved capacity of commodity-dependent developing countries to address trade and development problems associated with the commodity economy and to seize opportunities emerging from commodity trade and enhanced international and regional cooperation	(a) (i) Increased amount of research for alternative agriculture production in economies dependent on commodities with the aim of diversifying their production and manufacture by increasing the added-value of their commodities.  <i>Performance measures</i> 2008-2009: 8 research outputs Estimate 2010-2011: 10 research outputs Target 2012-2013: 12 research outputs
	(ii) Increased number of commodity-dependent developing countries adopting policy measures and tools recommended by UNCTAD in designing policies aimed at the diversification of export earnings  <i>Performance measures</i> 2008-2009: n.a. Estimate 2010-2011: 15 commodity-dependent developing countries Target 2012-2013: 17 commodity-dependent developing countries

### External factors

32. 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 will be available; and (b) there will be no significant shortfalls in extra-budgetary funding of technical cooperation programmes.

**Outputs**

33. During the biennium 2012-2013, the following outputs will be delivered:
- (a) Servicing of intergovernmental and expert bodies (regular budget):
    - (i) General Assembly:
      - a. Substantive servicing of meetings: meetings of the Second Committee, as required (2);
    - (ii) United Nations Conference on Trade and Development:
      - a. Substantive servicing of meetings: Thirteenth session of the Conference, including preparatory meetings, as required (12);
    - (iii) Economic and Social Council:
      - a. Substantive servicing of meetings: meetings of the Council and its subsidiary bodies, as required (2);
    - (iv) Trade and Development Board:
      - a. Substantive servicing of meetings: annual and executive sessions of the Trade and Development Board (4);
      - b. Parliamentary documentation: ad hoc reports on Report on commodity trends and prospects (2);
    - (v) Working Party on the Strategic Framework and the Programme Budget:
      - a. Substantive servicing of meetings: meetings of the Working Party (4);
    - (vi) Trade and Development Commission:
      - a. Substantive servicing of meetings: annual sessions of the Commission (2); annual sessions of the multi-year expert meeting on commodities and development (8);
      - b. Parliamentary documentation: background documentation for the multi-year expert meetings (as required) (8);
    - (vii) Ad hoc expert groups: Multi-stakeholder Meeting on commodities and development (2); Global Commodities Forum (2);
  - (b) Other substantive activities (regular budget and extrabudgetary):
    - (i) Recurrent publications: Commodity and Development Report (1); Iron ore market review (2); Iron Ore statistics (2);
    - (ii) Non-recurrent publications: Commodity development and trade analytical studies (4);
    - (iii) Exhibits, guided tours, lectures: Lectures on issues related to commodities (4);
    - (iv) Booklets, fact sheets, wallcharts, information kits: Information materials on the commodities programme (4);
    - (v) Press releases, press conferences: Press releases and briefings on research results in the area of commodities (5);
    - (vi) Technical material: Market Information in the commodities area (InfoCom) and related subsites (Infoshare) (1); Natural Resources

Information Exchange (1); The Iron Ore Statistical Update (1); Sustainability Claims Portals (SCP) (1);

- (c) Technical cooperation (regular budget and extrabudgetary):
- (i) Advisory services: Advisory services to assist commodity-dependent developing countries, upon request, particularly small commodity producers (2);
  - (ii) Training courses, seminars and workshops: National and regional workshops to help commodity-dependent developing countries formulate strategies and policies and harness the development gains from the current boom in commodity prices, as well as respond to trade and development challenges and opportunities of commodity markets (4);
  - (iii) Field projects: Country and inter-country projects to assist commodity-dependent countries to establish institutional frameworks for diversification, value addition and more effective participation in global commodity supply chains (3);

#### D. Subprogramme 4 – Technology and logistics

34. The subprogramme is implemented by the Division on Technology and Logistics. The programme of work draws on subprogramme 4 of programme 10 of the strategic framework

**Objective of the Organization:** To strengthen science, technology and innovation, including information and communication technologies; efficient trade logistics services and transit transport systems; and training and capacity-building programmes for local institutions with a view to enhancing the economic development and competitiveness of developing countries

**Expected accomplishments of the Secretariat**

**Indicators of achievement**

(a) Improved efficiency of trade logistics of developing countries

(a) (i) Increased number of specific, identifiable actions taken by developing countries to improve trade logistics, such as actions to cut transport and transaction costs; improve effective transit systems, transport efficiency and connectivity; and establish a supportive legal framework, with the assistance of UNCTAD

*Performance measures*

2008-2009: n.a.

Estimate 2010-2011: 20 actions

Target 2012-2013: 22 actions

(ii) Increased number of measures adopted by developing countries using the Automated System for Customs Data to further improve the efficient management of their customs administration, with the assistance of UNCTAD

*Performance measures*

2008-2009: n.a.

Estimate 2010-2011: 20 measures

Target 2012-2013: 22 measures

(iii) Increased number of developing countries demonstrating improved performance on the basis of benchmark indicators related to customs processes, with the assistance of UNCTAD

*Performance measures*

2008-2009: n.a.

Estimate 2010-2011: 20 countries

Target 2012-2013: 22 countries

(b) Improved awareness and adoption of national and international policies in the area of science, technology and innovation, as well as information and communication technologies

(b) (i) Increased number of specific actions or policy measures taken by developing countries to implement programmes aimed at enhancing the contributions of science, technology and innovation and information and communications technology to development, with the assistance of UNCTAD

*Performance measures*

2008-2009: 28 actions or measures

Estimate 2010-2011: 28 actions or measures

Target 2012-2013: 30 actions or measures

(ii) Increased number of cooperation initiatives at the subregional, regional and international levels in the areas of science and technology and information and communications technology, with the assistance of UNCTAD

*Performance measures*

2008-2009: 20 initiatives

Estimate 2010-2011: 20 initiatives

Target 2012-2013: 22 initiatives

(c) Better understanding, at the national level, of policy options and best practices on science and technology for development and information and communication technologies for development, including the follow-up to the outcomes of the World Summit on the Information Society

(c) Increased number of countries adopting national and international measures on science and technology arising from resolutions of the Commission on Science and Technology for Development and the Economic and Social Council

*Performance measures*

2008-2009: n.a.

Estimate 2010-2011: 10 countries

Target 2012-2013: 12 countries

(d) Enhanced capacities in developing countries in the areas of trade and investment and interrelated issues, through cross-divisional capacity-building programmes providing research, teaching and training to local

(d) Increased number of specific actions taken by developing countries to strengthen the capacities of human resources and local institutions in the areas of trade and investment and related issues, as a result of UNCTAD assistance

*Performance measures*

2008-2009: 15 actions

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institutions in developing countries	Estimate 2010-2011: 15 actions Target 2012-2013: 15 actions
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### External factors

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

36. During the biennium 2012-2013, the following final outputs will be delivered:

- (a) Servicing of intergovernmental and expert bodies (regular budget)
  - (i) General Assembly:
    - a. Substantive servicing of meetings: meetings of the Second Committee (3);
    - b. Parliamentary documentation: report on the follow-up of the World Summit on Information Society (WSIS) (2); report to the General Assembly on science and technology for development (1);
  - (ii) United Nations Conference on Trade and Development
    - a. Substantive servicing of meetings: preparatory meetings of the thirteenth session of the Conference (as required) (20);
    - b. Parliamentary documentation: background documentation (as required) for the thirteenth session of the Conference (1);
  - (iii) Economic and Social Council
    - a. Substantive servicing of meetings: follow-up to WSIS at the annual sessions of the Council (2);
  - (iv) Commission on Science and Technology for Development
    - a. Substantive servicing of meetings: annual sessions of the Commission, and meetings of its two expert panels (4);
    - b. Parliamentary documentation: reports to the Commission at its fifteenth and sixteenth sessions (6) and reports to, and of, its two expert panels (6);
  - (v) Trade and Development Board
    - a. Substantive servicing of meetings: annual sessions of the Trade and Development Board (2);
  - (vi) Working Party on the Strategic Framework and the Programme Budget:
    - a. Substantive servicing of meetings: meetings of the Working Party (4);
  - (vii) Trade and Development Commission:

- a. Substantive servicing of meetings: annual sessions of the Trade and Development Commission (2); the multi-year expert meeting on transport and trade facilitation (2);
  - b. Parliamentary documentation: background documentation for, and reports of the meetings of the multi-year expert meeting on transport and trade facilitation (2);
- (viii) Investment, Enterprise and Development Commission:
- a. Substantive servicing of meetings: annual sessions of the Trade and Development Commission (2); the multi-year expert meeting on science, technology and innovation (2);
  - b. Parliamentary documentation: background documentation for, and reports of the meetings of the multi-year expert meeting on science, technology and innovation (2);
- (ix) Ad hoc expert groups: seven expert group meetings on transport and trade facilitation (2); the role of technology (including ICTs) and innovation in development (4); advisory group on capacity-building and skills enhancement strategy for developing countries (1).
- (b) Other substantive activities (regular budget and extrabudgetary):
- (i) Recurrent publications: Information Economy Report (2); Technology and Innovation Report (2); Review of Maritime Transport (2);
  - (ii) Non-recurrent publications: science, technology and innovation policy review (4); ICT Policy reviews (2); Current studies on science, technology and innovation (4); studies on transport and trade facilitation (4);
  - (iii) Exhibits, guided tours, lectures: lectures on topics of science, technology and innovation, including ICTs; lectures on issues related to the work of the subprogramme (4);
  - (iv) Booklets, fact sheets, wall charts, information kits: promotional brochures, pamphlets, and information kits on various activities of the subprogramme (Science, technology and innovation policy reviews, ICT and e-business for Development, Commission on Science and Technology for Development, human resources development and trade logistics) (14); Transport Newsletter (8); ASYCUDA Newsletter (4); Web-based Virtual Institute newsletter (4); DTL annual activity report (2);
  - (v) Press releases, press conferences: launching of the Information Economy Report (2); launching of the Technology and Innovation Report (2); Launching of the Review of Maritime Transport (2); press briefings, releases, interviews on topics related to science, technology and innovation, including ICTs; press briefings, interviews and press conferences related to the outputs of the subprogramme (20);
  - (vi) Technical material: Capacity-building through human resources development (1); STI indicators for developing countries (1); Reports related to ICT and law reform (3); Revised manual for the production of statistics on the information economy (1); ICT measurement website (2); Science, technology and innovation for development and ICT website(4); Virtual Institute (web-platform and teaching materials) (4); TrainForTrade course materials (2); Distance learning platform (2); ASYCUDA (website and web-based world report) (4); reports on science, technology, innovation, ICTs, capacity-building and trade logistics for UNCTAD XIII



- (4); updates of relevant UNCTAD website pages on programmes and activities within the subprogramme (2);
- (vii) Seminars for outside users: preparation and coordination of, and contribution to, training courses on key issues on the international economic agenda for countries in transition, Western Asia, Africa, Latin America and Asia (5);
- (viii) Audio-visual resources: CD-ROMs for the training courses on key issues on the international economic agenda (5); Virtual Institute multimedia resources (4); Pedagogic videos on human resources development (2); TrainForTrade CD-ROMS (2);
- (c) Technical cooperation (regular budget and extrabudgetary)
- (i) Advisory services: advisory services for the implementation of TrainForTrade training and capacity development activities (6); advisory services on science, technology and innovation policies; policy and practical aspects of ICT for development (2); advisory services on the development of university curricula and research, and the development of teaching resources and tools for the Virtual Institute network of academic and research institutions (3); advisory services on: the measurement of information and communications technologies (1); advisory services on transport policies and international legal instruments, standards and rules related to the facilitation of international trade, transport and transport security (6)
- (ii) Training courses, seminars and workshops: building capacity in trade facilitation and transport, including multimodal transport, logistics, legal frameworks, containerization and its international implications (4); economic, technical, legal and regulatory aspects of information and communication technology for development; information and communication technology measurement (4); science, technology and innovation policies; training workshops of the networks of centres of excellence for South-South cooperation in science and technology (2); TrainForTrade seminars and workshops on issues related to international trade, trade-supporting services, sustainable tourism, investment and port management, including distance learning and training of trainers' workshops (17); Virtual Institute workshops/seminars/study tours linked to the development of university curricula and associated teaching resources and tools (2); use of technology and ICT tools for dissemination of UNCTAD research to university audiences (4);
- (iii) Field projects on: capacity-building in ICT for development; national science, technology and innovation policy reviews (4); further development of the Virtual Institute network of academic and research institutions (2); national, regional and interregional projects in the fields of transport and related services, trade facilitation and logistics, including ASYCUDA (72) TrainForTrade training and capacity-building programmes (7);

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

37. Substantive responsibility for this subprogramme is vested within the Division for Africa, Least Developed Countries and Special Programmes. The programme of

work will be implemented in accordance with the strategy detailed under subprogramme 5 of programme 10 of the strategic framework for the period 2012-2013.

<b>Objective of the Organization:</b> To promote development of national policies and international support measures, which build productive capacities for economic development and poverty reduction in Africa, least developed countries and other groups of countries in special situations (landlocked developing countries, small island developing States, and other structurally weak, vulnerable and small economies), and their progressive and beneficial integration into the global economy <b>Expected accomplishments of the Secretariat</b>	<b>Indicators of achievement</b>
(a) Increased adoption of UNCTAD's practical policy recommendations to promote African development in the areas of trade and development	(a) Increased number of Member States reporting that they have adopted policy recommendations, research findings and conclusions provided by UNCTAD in the area of African development  <i>Performance measures:</i> 2008-2009: 5 member States Estimate 2010-2011: 7 member States Target 2012-2013: 9 member States
(b) Increased consensus on and adoption of policies to address development problems of the least developed countries in the global economy	(b) Increased number of Member States reporting that they have adopted policy recommendations, research findings and conclusions provided by UNCTAD in the area of the development of least developed countries  <i>Performance measures:</i> 2008-2009: 5 member States Estimate 2010-2011: 7 member States Target 2012-2013: 9 member States
(c) Enhanced integration of trade policies and priorities in the national development plans through the Enhanced Integrated Framework for Trade-related Technical Assistance to Least Developed Countries	(c) Increased number of least developed countries that have made progress in mainstreaming trade policies and priorities into their national development plans and have implemented the action matrices of the Enhanced Integrated Framework  <i>Performance measures:</i> 2008-2009: 10 countries Estimate 2010-2011: 12 countries Target 2012-2013: 13 countries
(d) Increased awareness of issues and policy options to alleviate the challenges faced by landlocked developing countries	(d) Increased number of landlocked developing countries benefiting from UNCTAD services in various areas of economic policy, with a particular focus on investment, productive capacities and competitiveness  <i>Performance measures:</i> 2008-2009: n.a.

<p>(e) Increased awareness of small island developing State policymakers of issues and policy options to build development partnerships conducive to the adoption of relevant international support measures</p>	<p>Estimate 2010-2011: 4 countries Target 2012-2013: 4 countries</p>
<p>(f) Increased awareness of the problems faced by other structurally weak, vulnerable and small economies on the way of their integration into multilateral trading systems</p>	<p>(e) Increased number of small island developing States directly benefiting from UNCTAD services in various areas of economic policymaking with implications for resilience-building and structural transformation</p> <p><i>Performance measures:</i> 2008-2009: n.a. Estimate 2010-2011: 4 small island developing States Target 2012-2013: 4 small island developing States</p> <p>(f) Increased number of other structurally weak, vulnerable and small economies using UNCTAD recommendations and services to address their exposure to internal and external economic shocks</p> <p><i>Performance measures:</i> 2008-2009: n.a. Estimate 2010-2011: 5 other SWVSEs Target 2012-2013: 5 other SWVSEs</p>

### External factors

38. 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 extra-budgetary funding of technical cooperation programmes; (c) there is continuing political will to achieve consensus in intergovernmental meetings on actions to be taken towards the objective of the programme; and (d) conditions and capacities for adopting policies and implementing appropriate recommendations exist in member States and development partners.

### Outputs

- (a) Servicing of intergovernmental and expert bodies (regular budget):
  - (i) General Assembly:
    - a. Substantive servicing of meetings: Meetings of the General Assembly, as required (2); meetings of the Second Committee (6);
    - b. Parliamentary documentation: contribution to the report of the Secretary-General on the progress in the implementation of outcome of the Fourth United Nations Conference on Least Developed Countries on issues within the mandates and competence of UNCTAD (2); Contribution to the New Partnership for Africa's Development: consolidated report of the Secretary-General on progress in implementation and international support (2); Contribution to the report of the Secretary-General on the implementation of the Almaty Programme of Action (1);

Contribution to the report of the Secretary-General on the implementation of the Mauritius Strategy for the further implementation of the Programme of Action for the Sustainable Development of Small Island Developing States (2);

- (ii) United Nations Conference on Trade and Development:
  - a. Substantive servicing of meetings: thirteenth session of the Conference, including the preparatory meetings (as required) (20);
  - b. Parliamentary documentation: Reports and background notes for the 13th Session of the Conference on key issues of interest to LDCs, as required (2)
- (iii) Economic and Social Council:
  - a. Substantive servicing: Meetings of the Council and its subsidiary bodies as required (2);
  - b. Parliamentary documentation: Contribution to Council documentation, as required (1);
- (iv) Trade and Development Board:
  - a. Substantive servicing: Annual and executive sessions of the Trade and Development Board (12);
  - b. Parliamentary documentation: Progress report of the UNCTAD secretariat on the implementation of UNCTAD-wide activities in favour of least developed countries (2); Report of the UNCTAD secretariat on mainstreaming the outcome of the Fourth UN-Conference on LDCs in its work and the work of the intergovernmental machinery (1); Report of the UNCTAD secretariat on global assessment of the effective benefits received by least developed countries by virtue of their least developed country status (1); Reports of the UNCTAD secretariat on issues of sectoral and thematic concerns to least developed countries, such as commodities (1); Report to the regular sessions of the TDB on progress in the implementation of the Enhanced Integrated Framework (2); The Least Developed Countries Report: Overview (2); Report on UNCTAD's activities in favour of Africa (2); Reports to the Trade and Development Board on LDCs, as required
- (v) Working Party on the Medium-term Plan and the Programme Budget:
  - a. Substantive servicing: meetings of the Working Party (4);
- (vi) Committee for Development Policy:
  - a. Substantive servicing of meetings: meetings of the Committee, as required (1);
  - b. Parliamentary documentation: Provision of various conceptual, methodological and statistical inputs to the work of the Committee of direct relevance to the Least Developed Countries, with particular reference to the continued

refinement of criteria and rules for the triennial review of the UN list of LDCs, and to the implementation of General Assembly resolution 59/209 on “smooth transition strategies” for countries graduating from LDC status.

- (vii) Ad hoc expert groups: meetings on issues related to the theme of the annual Least Developed Countries Report (2); meetings on economic development in Africa (2); meeting to review national and regional level arrangements in the implementation of the outcome of the Fourth United Nations Conference on LDCs (1); meeting on the implementation of Duty Free Quota Free and rules of origin for LDCs (1); meeting on building economic resilience in small island developing States (SIDS) (1);
- (viii) Assistance to representatives and rapporteurs: Contribution to NEPAD Action Plans (as required); Inputs to background reports for expert meetings on trade and development issues of interest to Africa, LDCs, and special programmes (as required);
- (b) Other substantive activities (regular budget and extrabudgetary):
  - (i) Recurrent Publications: The Least Developed Countries Report (2); Economic Development in Africa (2);
  - (ii) Non-recurrent publications: Study on issues related to the special programme (1); Prospects, opportunities and challenges in the implementation of the outcome of the Fourth UN Conference on LDCs (1); lessons learned from geographical indications (2); an assessment of the Tripartite FTA in Eastern and Southern Africa (1);
  - (iii) Booklets, fact sheets, wall charts, information kits: Africa Report Highlight (2); LDC Report Highlights (4); Brochure on the activities of Division for Africa, LDCs and Special Programmes (1);
  - (iv) Technical material: Trade laws and regulations enhancing market access opportunities of traditional products for LDCs (2);
  - (v) Lectures: Provision of lectures and presentations on LDC and African development issues to various audiences, including civil society and academia, and on globalization, development strategies and policy coherence, including in connection with UNCTAD Training Courses and other capacity-building activities (10);
  - (vi) Press releases, press conferences: Press releases, press conferences and interviews to publicize research results and policy proposals related to LDCs, economic development in Africa, LLDCs, SIDS and other SWVSEs (as required) (4); Press releases, press conferences: press briefings and interviews in relation to the work on issues of least developed countries (10);
- (c) Technical cooperation (regular budget and extrabudgetary):
  - (i) Advisory services: advisory services in monitoring and evaluating technical cooperation programmes in the context of the Enhanced Integrated Framework for Trade-Related Technical Assistance to Least Developed Countries, including contribution to the preparation of country trade diagnostics and implementation of trade related technical assistance programmes based on trade diagnostics action matrices, analysis of the impact of globalization and liberalization policies on the social and economic progress of least developed countries, including responses to policy reforms and adequacy of international support measures (10);

Advisory services in the implementation of the outcome of the Fourth UN-Conference on LDCs and assistance in mainstreaming the outcome into national policies and strategies; Assistance to structurally weak, vulnerable and small economies to help them integrate trade and development concerns into their national development plans, poverty reduction strategies and UNDAFs, as required (4); Advisory services and assistance in regard to multilateral and regional trade negotiations and capacity-building in LDCs, including in structurally weak, vulnerable and small economies (as required); Advisory services to countries faced with the challenge of graduation from LDC status, with particular reference to the preparation of smooth transition strategies (services extended to relevant countries before, during and after the 3-year grace period preceding graduation) (1); Advisory services on policies to enhance the productive capacity of developing countries, particularly the least developed countries, and improve their ability to compete in the global economy (as required) (1); Assistance to developing countries to help them integrate trade and development concerns into their national development plans and poverty reduction strategies, as required (4); Support to Enhanced Integrated Framework national focal points in trade policymaking, e.g. trade mainstreaming and trade related technical assistance project development (as required) (1);

- (ii) Training courses, seminars and workshops: workshops in selected least developed countries for the implementation of the activities in the Enhanced Integrated Framework for Trade-Related Technical Assistance to Least Developed Countries and Aid for Trade (2); Workshops on market access and trade laws to enhance the trading opportunities of traditional products for LDCs (1); workshops to disseminate the findings of the LDC reports (2); Training courses for the LDC policy makers drawing from the LDC reports (2); Training activities to build the capacity of structurally weak, vulnerable and small economies to be effective players in the multilateral trading system and to derive full benefit from trade liberalization (1);
- (iii) Field projects: substantive inputs to, and coordination of field projects designed to strengthen transit transport cooperation between landlocked and transit countries (2).

#### **IV. Programme support**

39. 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 the Resource Management Service, the Intergovernmental Support Service, and the Technical Cooperation Service.

##### **Outputs**

40. During the biennium 2012-2013, the following outputs will be delivered:

- (a) Servicing of intergovernmental and expert bodies (regular budget):
  - (i) General Assembly:
    - a. Parliamentary documentation: reports of other intergovernmental meetings as required (4); reports of the annual and executive sessions of the Trade and Development Board (8);

- (ii) United Nations Conference on Trade and Development:
  - a. Substantive servicing of meetings: thirteenth session of the Conference, including the preparatory meetings (as required) (20);
- (iii) Trade and Development Board:
  - a. Substantive servicing of meetings: annual regular and executive sessions of the Trade and Development Board (6);
  - b. Parliamentary documentation: reports of the Working Party on the Strategic Framework and Programme Budget (6); reports of the annual sessions of the UNCTAD commissions (6);
- (iv) Working Party on the Strategic Framework and the Programme Budget:
  - a. Substantive servicing of meetings: meetings of the Working Party (36);
  - b. Parliamentary documentation: conference room papers and documents, as required (8); follow-up reports to the in-depth evaluation of technical cooperation programmes (2); in-depth evaluation of technical cooperation programmes (2); reports on the review of technical cooperation activities (2);
- (v) Trade and Development Commission:
  - a. Parliamentary documentation: reports of the expert meetings (8);
- (vi) Investment, Enterprise and Development Commission:
  - a. Parliamentary documentation: reports of the expert meetings, including meetings of the Intergovernmental Group of Experts on Competition Law and Policy and the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting (8);
- (b) Other substantive activities (regular budget/extrabudgetary):
  - (i) Exhibits, guided tours, lectures: introductory briefing for new diplomats in Geneva responsible for UNCTAD activities (4); public outreach activities (e.g., briefings for delegations and other interested groups, seminars, public speaking engagements) on the work of UNCTAD and its relationship with other organizations, and seminars and lectures on issues related to technical cooperation (8);
  - (ii) Booklets, fact sheets, wallcharts, information kits: booklet on UNCTAD technical cooperation programmes (1); Civil Society Symposium: programme and report (4); civil society outreach newsletter (6); civil society outreach compendium (2); Report of UNCTAD regional meeting with civil society organizations (2); summary of the hearings with civil society and the private sector (2); issues in brief (24); press kits and flyers for flagship publications (12); public information materials on UNCTAD (10); public information materials for the thirteenth session of the United Nations Conference on Trade and Development, including for civil society (5); UNCTAD brochures (2); UNCTAD news (12); UNCTAD posters (various formats), laminations and other special products (22); UNCTAD at a glance (2); UNCTAD folders (5);
  - (iii) Press releases, press conferences: press conferences and briefings (16); press releases, notes for correspondence, electronic newsbriefs for the media on trade and development issues, and on UNCTAD and its work (180);

- (iv) Technical material: UNCTAD website, and its pages containing information about UNCTAD, meetings and events, documents and publications, press and public information materials, technical cooperation, and evaluation (2); UNCTAD XIII website (1);
- (v) Documentation for inter-agency meetings: documents and inputs for, and representation at, inter-agency meetings related to programme coordination, operational activities, evaluation and management-related issues (4);
- (c) Technical cooperation (regular budget/extrabudgetary):
  - (i) Field projects: management of interregional operational activities providing general support to technical cooperation in all areas of UNCTAD work (1);
- (d) Conference services, administration, oversight (regular budget/extrabudgetary):
  - (i) Conference services: development and operation of videoconferencing facility (1); liaison with 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 (1); technical servicing of annual sessions of UNCTAD commissions and their expert meetings (130); technical servicing of consultations of the Secretary-General of UNCTAD and of the President of the Trade and Development Board with the member States (20); technical servicing of international commodity conferences (10); technical servicing of meetings of the Commission on Science and Technology for Development (a subsidiary body of the Economic and Social Council) (20); technical servicing of seminars, study groups and other ad hoc meetings (30); technical servicing of the annual and executive sessions of the Trade and Development Board (58); technical servicing of the sessions of the Working Party on the Strategic Framework and Programme Budget (48); technical servicing of the thirteenth session of the United Nations Conference on Trade and Development and its preparatory meetings (70);
  - (ii) Human resources management: assistance to the management on personnel management policies and practices, on appropriate measures to implement pertinent resolutions of the General Assembly and directives of the Office of Human Resources Management, and on new approaches and adaptation of existing policies and practices; assistance to the management on staff-management relations, including for interactions with staff representative bodies; personnel administration, staff security and welfare, performance management, staff development and training, and separation of staff; recruitment and servicing of consultants, individual contractors and interns; recruitment, servicing and reclassification of project personnel; vacancy management, recruitment, placement and promotion of staff;
  - (iii) Programme planning, budget, accounts: administration of allotments, control of the staffing table, certification and reporting on the utilization of approved resources, and preparation of budget performance reports and vacancy statistics reports; financial control and certification of all accounts under regular budget funds allotted to UNCTAD; financial reporting and accounting under delegated authority for all technical cooperation projects funded from various donor sources outside the regular budget; maintenance of records on travel, consultants, activities



under the regular programme of technical cooperation, and training activities for reporting purposes; monitoring and verification of programme implementation, and coordination of programme performance reporting; programme planning and coordination of draft work programme preparation; review, maintenance and correction of accounts, and processing of financial transactions for both regular budget and extrabudgetary funds; preparatory work for the implementation of International Public Sector Accounting Standards (IPSAS) and Umoja enterprise resource planning (ERP) system.

- (iv) Central support services:
- a. Electronic publishing support: assistance for publications in CD-ROM or other electronic media, graphic and design support for publishing activities; maintenance and quality control of UNCTAD website, coordination of its contents, and technical coordination with the International Computing Centre;
  - b. Facilities management: organization of office accommodations, interfacing with the United Nations Office at Geneva for office maintenance and equipment, management of storage areas and publication stocks, asset management and disposal;
  - c. Information technology support: installation, redeployment and maintenance services, inventory and resource use monitoring, user helpdesk and support for personal computer and mainframe software applications; integrated oversight of information technology systems infrastructure in UNCTAD, ensuring their mutual compatibility and consistency with outside technology, and planning and development of new systems; maintenance and enhancement of Local Area Network infrastructure, internal and external communications links, and electronic mail and communications systems; operational support for major applications and development of new applications as required; preparatory work for the implementation of Umoja enterprise resource planning (ERP) system;
  - d. Other general services: managing insurance policies, archives and telephone directories; provision of general services for the preparatory process for the thirteenth session of the United Nations Conference on Trade and Development;
  - e. Procurement services: assistance on procurement procedures, requisitioning and related IMIS processing, grants to non-profit organisations, and internal and external printing requests (1); liaison with UNOG, UNDP field offices and field project teams for all actions involving the procurement of goods and services; various statistical reporting on procurement matters, maintenance of asset inventory for extra-budgetary projects, and transfer of project assets to beneficiary Governments;
  - f. Travel: preparation of cost-estimates, travel requests, and rosters for payment of daily subsistence allowances, for official travel of staff, consultants/experts, and meeting participants;
- (v) Translation and editorial services: editing of UNCTAD documentation and management of document submission process.

