



## INDUCTION COURSE FOR NEW DELEGATES

Wednesday, 30 August 2017, from 10 a.m. to 1 p.m.

Room XXVI, Palais des Nations, Geneva

### Objectives

- To familiarize new delegates covering UNCTAD with the organization's structure and functioning as well as its relationship with the United Nations system.
- To provide an opportunity for newly arrived delegates in UNCTAD to meet each other and key officials of the secretariat.

### Programme

**10–10.30 a.m. Welcome remarks, history and evolution of UNCTAD**

Ms. Isabelle Durant, Deputy Secretary-General of UNCTAD

- Founding principles and purposes
- The evolution of UNCTAD and highlights from recent quadrennial conferences
- The future

**10.30–11 a.m. The Trade and Development Board**

Mr. Miguel R. Bautista, Secretary of the Trade and Development Board

- Organization of work and agenda
- The midterm review
- Preparing the quadrennial conference

**11–11.30 a.m. The Commissions**

Ms. Lisanne Losier, Deputy Secretary of the Trade and Development Board

- Setting the agenda
- Working methods
- The expert group meetings

**11.30–12 noon The Working Party**

Mr. Juan Martínez Badillo, Resource Management Service

- Relationship of the Working Party with the New York budget process
- Organization of work

**12 noon–1 p.m. Questions and answers**

**Participants** The course is intended primarily for delegates new to UNCTAD. Other delegates are also welcome.

**Organization** The course will last 3 hours. Each topic will include a period for discussion and questions on points of specific interest to the participants.

**Languages** Interpretation in the official languages of the United Nations will be provided.