

TRADE AND DEVELOPMENT BOARD
Working Party on the Medium-term Plan
and the Programme Budget
Thirty-seventh session
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Agenda item 3

REVIEW OF THE WORK PROGRAMME:
DRAFT PROGRAMME BUDGET FOR THE BIENNIUM 2002-2003

Proposals for the draft programme of work for the biennium 2002-2003

Section 11A

Trade and development

(Programme 9 of the medium-term plan for the period 2002-2005)

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Overview

1. The main objective of the United Nations Conference on Trade and Development (UNCTAD) is to maximize the trade and development opportunities of developing countries and to assist them in their integration into the world economy in a manner that enhances the development opportunities offered by the globalization process while helping to shape international economic relations in the twenty-first century.

2. At UNCTAD's tenth session, held in Bangkok, Thailand, in February 2000, Governments recognized that ensuring that all countries enjoy the benefits of globalization requires meeting complex policy challenges which arise, particularly at the macroeconomic level, from the growing interdependence of the various spheres of economic activity, including particularly trade, finance and investment, and the downside risks which this interdependence sometimes carries. Governments reiterated that, as the focal point within the United Nations for the integrated treatment of trade and development and the interrelated issues in finance, technology, investment and sustainable development, UNCTAD is pre-eminently placed to examine these issues and to build consensus on policies in a globalizing world from a development perspective. This perspective should keep in mind the "Evaluation of the developmental impact of" outlined in the Plan of Action. In order to achieve these objectives, UNCTAD acts as a forum for intergovernmental discussions, supported by discussions with experts, aimed at consensus-building; undertakes research and analysis *inter alia* to provide substantive inputs for these discussions; and provides related technical assistance tailored to the needs of beneficiary countries, concentrating on capacity-building. In this respect, UNCTAD will also undertake the new activities agreed to at UNCTAD X, including the provision of training courses on key issues on the international economic agenda. The focus of UNCTAD's work will be on four areas of activity: globalization and development; investment, enterprise development and technology; trade in goods and services and commodity issues; and services infrastructure for development and trade efficiency. The strategy to be followed takes into account Governments' emphasis at UNCTAD X on UNCTAD's role as the focal point for the United Nations system for least developed country (LDC) issues. It will also take into account issues such as economic cooperation among developing countries, and a gender perspective aiming at achieving gender equality in all economic sectors. The special needs and interests of small island developing States, landlocked developing countries, structurally weak and vulnerable economies and economies in transition will also be taken into account, as specified in Part II of the Plan of Action. UNCTAD will continue its work with the private sector, non-governmental organizations, academia and parliamentarians with a view to addressing the challenges and opportunities of globalization and making progress towards a better and fairer integration of developing countries into the world economy.

3. Following UNCTAD X and the inclusion in the draft UNCTAD section of the Medium-term Plan for the period 2002-2005 of indicators of achievement, the Trade and Development Board decided to undertake a Mid-term Review, in the second quarter of 2002, to assess the progress achieved in the implementation of the "Plan of Action" adopted in Bangkok. On the management side, the secretariat will continue with the implementation of the logical framework, now officially endorsed by member States, with the preparation of annual self-assessments for every substantive programme of activities as well with the operation of the planning system for substantive and logistical preparation of all UNCTAD intergovernmental meetings. Further, the secretariat introduced a computerized management tool aimed at monitoring both regular budget activities and technical cooperation projects.

4. In addition to the quadrennial conference, the intergovernmental machinery of UNCTAD consists of the Trade and Development Board, the Commission on Trade in Goods and Services, and Commodities; the Commission on Investment, Technology and Related Financial Issues; and the Commission on Enterprise, Business Facilitation and Development. In order to benefit from a higher level of technical expertise, each commission may convene expert meetings not exceeding three days duration. The total number of expert meetings cannot exceed 10 per annum. Substantive servicing of the Trade and Development Board, its subsidiary bodies and the Commission on Science and Technology for Development, which continues to be a subsidiary body of the Economic and Social Council, is provided by the relevant units of the secretariat.

A. Policy-making Organs

Eleventh session of the United Nations Conference on Trade and Development

5. In accordance with paragraph 2 of General Assembly resolution 1995(XIX), the Conference shall normally be convened at intervals of not more than four years. The General Assembly shall determine the dates and location of the sessions of the Conference, taking into account the recommendations of the Conference or of the Trade and Development Board. Normally, the next session of the Conference should take place in the year 2004. The resource requirements for the preparatory process during the biennium 2002-2003 are described below.

Trade and Development Board

6. The Trade and Development Board was established 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 through the Economic and Social Council. The Board meets annually in regular sessions, and could meet in executive sessions three times per annum.

Subsidiary bodies of the Trade and Development Board

7. Three intergovernmental Commissions were established at the ninth session of the Conference as subsidiary bodies to the Trade and Development Board (see A/51/308, paras. 107-111) to perform integrated policy work in their respective areas of competence, as explained below. The Commissions hold annual sessions. The Board is also assisted by the Working Party on the Medium-term Plan and the Programme Budget in its oversight of the programme of work, including technical cooperation.

8. **The Commission on Trade in Goods and Services, and Commodities** was established, inter alia, to assist developing countries to integrate themselves more fully into, and derive benefits from, the international trading system, to maximize the opportunities arising from the Uruguay Round agreements on issues relating to international trade in goods and services, and commodities issues, including strengthening the capacity of developing countries in the services sector.

9. **The Commission on Investment, Technology and Related Financial Issues** was established to deal with issues relating to international investment and technology, and related financial issues including development challenges regarding effective participation in international trade and investment, and issues related to competition law of particular relevance to development. In accordance with General Assembly resolution 49/130, the Commission is assisted by 16 expert advisers, serving in their individual capacity and selected from both developed and developing countries. The Commission also has two standing subsidiary expert bodies, namely, the Intergovernmental Group of Experts on Competition Law and Policy, and the Intergovernmental Group of Experts on International Standards of Accounting and Reporting.

10. **The Commission on Enterprise, Business Facilitation and Development** was established to deal with issues relating to enterprise development, services infrastructure for development, trade efficiency, and globalization and development strategies, including successful experiences.

11. **Expert meetings.** In accordance with paragraph 114 of the document entitled "Midrand Declaration and A Partnership for Growth and Development", each Commission may convene expert meetings in order to benefit from a higher level of expertise. The total number of such expert meetings is not to exceed 10 per annum, including sessions of the two standing bodies of the Commission on Investment, Technology and Related Financial Issues. Technical matters discussed at expert meetings are reported to the parent Commission, which may transmit them to the Board as appropriate.

Commission on Science and Technology for Development

12. 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 33 members, meets biennially and reports to the Economic and Social Council. The sixth session will be held in 2003. In accordance with the Economic and Social 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 of science and technology for development.

B. Executive Direction and Management

13. The Secretary-General of UNCTAD provides overall direction on substantive and managerial matters, including the implementation of the work programme. He also provides orientation to, 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 assists the Secretary-General in day-to-day management and, in this context, is responsible for translating overall objectives and strategies into programmatic terms and exercises programme oversight at all levels.

14. In addition to the Secretary-General and his Deputy, executive direction and management of UNCTAD includes Programme, Planning and Assessment, which provides management policy advice, ensures planning, coordination and assessment of programmes, and coordinates UNCTAD's contributions to other United Nations entities, organizations of the United Nations system and intergovernmental bodies; External Relations and Communications, including the UNCTAD New York Office, which disseminates information about UNCTAD to the public and all its stakeholders as well as to other organizations and entities within the overall external policy of UNCTAD; Civil Society Outreach, which interacts with civil society and the business community; and the Focal Point for Women.

Outputs

(a) Servicing of Intergovernmental and Expert Bodies

Substantive servicing of meetings

- Preparatory meetings for UNCTAD XI, including regional meetings (as required). (2003)
- Annual and executive sessions of the Trade and Development Board. (2002/03)
- Mid-term Review on the implementation of the Bangkok "Plan of Action". (2002)
- Working Party on the Medium-term Plan and the Programme Budget. (2002/03)

Parliamentary documentation

Trade and Development Board

- Report of the Secretary-General to the Mid-term Review on the implementation of the Bangkok "Plan of Action". (1) (2002/03)

Working Party on the Medium-term Plan and the Programme Budget

- In-depth evaluation studies of technical cooperation programmes. (Mandates: Decisions of the Working Party at its 24th and 36th session) (2) (2002/03)
- Revision to the Medium-term Plan for 2002-2005 (1) (2002)
- Conference room papers or working papers, as it may be required, such as the implementation of UNCTAD publication policy, implementation of selected programme activities or of UNCTAD work programme as a whole. (2002/03)

Ad hoc expert group meetings

- Civil society and trade and development. (1) (2002/03)
- Regional versus universal dispute settlement bodies in international trade and investment. (1) (2002/03)

(b) Other Substantive Activities

Recurrent publication

- UNCTAD Annual Report (Mandate: Decision of the Working Party on the Medium-term Plan and the Programme Budget, at its 35th session) (2) (2002/03)
- UNCTAD consultations with NGOs and trade unions (Bangkok declaration, para. 12) (2) (2002/03)

Exhibits, guided tours, lectures

- Public outreach activities (e.g. briefings for delegations & other interested groups, seminars, public speaking engagements) on the outcome of UNCTAD X, the work of UNCTAD, its place in the UN system and its relationship with other organizations. (2002/03)

Booklets, pamphlets, fact sheets, wall charts, information kits

- Ad hoc public information materials about UNCTAD and its activities for Governments and the public at large. (2002/03)

Press releases, press conferences

- Press releases, background notes and press conferences for the media on UNCTAD related-issues, including its work programme, institutional matters as well on trade and development issues in general. (2002/03)

Technical material for outside users

- General information about the organization, and about its events and activities, for UNCTAD Web site. (2002/03)

(c) International Cooperation and Interagency Coordination and Liaison

- Consultation and cooperation with member States and other intergovernmental bodies, such as OECD, ACP Group of States, the European Commission, regional development banks, and regional/subregional groupings of developing countries. (RB) (2002/03)
- Liaison, consultation and cooperation with other United Nations entities and organizations of the United Nations system, such as DESA, regional commissions, WTO, ITC, UNDP, UNIDO, the World Bank, IMF, ILO, WHO, UNESCO & IMO. (RB) (2002/03)
- Participation of UNCTAD in the Senior Management Group and in the executive committees of the United Nations. (RB) (2002/03)
- Consultation and cooperation with civil society, notably non-governmental organizations, professional associations, trade unions and academia, as well as business community. (RB) (2002/03)
- Participation in the activities of the Administrative Committee on Coordination and its subsidiary machinery dealing with programme matters and evaluation. (RB) (2002/03)

(d) Internal Oversight Services

- Coordination and management of the planning system, including policy clearance, for the substantive preparations and follow-up of intergovernmental meetings and events. (2002/03)
- Monitoring and evaluation of programmes, including in-depth studies of technical cooperation programmes, coordination of self-assessments, regular programme performance reviews, and management of computerized programme monitoring system (PROMS+). (2002/03)
- Oversight of the programming of publications and the implementation of publication policy, and policy clearance of publications. (2002/03)
- Programme planning and oversight, including programme aspects of the budget and the medium-term plan. (2002/03)

C. Programme of Work

Subprogramme 9.1 A

Globalization, Interdependence and Development

Objective 1

To promote macroeconomic, development and financial policies and strategies at the national, regional and international level that are conducive to sustained economic growth and development, greater financial stability and coherence of global economic policy-making, and to enhance the development opportunities of, and address the problems associated with, the globalization process.

Expected accomplishment 1.1

Further understanding of current trends in the world economy and the different aspects of development in the context of globalization through in-depth analysis, extensive and high-quality discussions in the General Assembly, at UNCTAD XI and in the Trade and Development Board; enhanced ability of policymakers to design appropriate policies and strategies related to the evolution and management of globalization, global interdependence and their implications for development policies and prospects, including gender dimension.

External factors 1.1

Availability of up-to-date, accurate economic and financial information and data at country and regional levels.

Indicator of achievements 1.1

Quality of analysis and of policy proposals to the General Assembly, the Trade and Development Board, the Intergovernmental Group of 24, and other international fora.

Methodology 1.1

Review of feedback from the General Assembly, Trade and Development Board and other international organizations on the usefulness and quality of the output; review of press and outside commentators, including academia.

Outputs 1.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- General Assembly, Second Committee (2002/03);
- Annual and executive sessions of the Trade and Development Board (2002/03);
- Working Party on the Medium-term Plan and Programme Budget (2002/03)
- ECOSOC and its subsidiary bodies (as required);
- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003);

Parliamentary documentationGeneral Assembly

- Reports on Globalization and interdependence (GA res. 54/231) (2) (2002/03);
- Reports on financing of development (GA res. 54/197) (2) (2002/03);
- Report on the international financial system (GA res. 54/197) (1) (2002);
- Contribution to GA report on the state of South-South cooperation (GA res. 54/226) (1) (2003);

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Reports on aspects of global interdependence, development policies and international financial issues (2) (2002/03);
- Ad hoc reports and contributions as required on current macroeconomic and financial issues related to development (2) (2002/03);

Ad hoc expert group meetings

- Current and forthcoming research on macroeconomic and development policies and global interdependence. (TD/386 paras. 107, 108.) (1) (RB) (2002)
- Macroeconomic and development policies and the implications of globalization for the development process. (TD/386 paras. 107, 108.) (2) (RB) (2002/03)

(b) Other substantive activities

Recurrent publications

- Trade and Development Report (2) (2002/03) and its Overviews (2) (2002/03).

Non-recurrent publications

- G-24 Discussion Papers (20) (2002/03);
- UNCTAD Discussion Paper Series (20) (2002/03);
- Issues in international monetary and financial policies and globalization (compendium) (2) (2002/03).

Lectures

- Seminars and lectures on issues falling within the purview of the subprogramme.

Press releases, press conferences

- Press briefings, interviews and press conferences related to the outputs of the programme.

(c) International cooperation and inter-agency coordination and liaison

- Technical support to and participation in meetings of the Intergovernmental Group of Twenty-four on International Monetary Affairs. (4) (RB) (2002/03);
- Cooperation and participation in meetings of and consultations with IMF/World Bank and regional organizations with regard to development finance and debt. (4) (RB) (2002/03);
- Participation at IMF/World Bank IMFC and Development Committee and Annual Meetings, as well as consultations with regard to international financial flows. (8) (RB) (2002/03);

- Exchange of information and liaison with: the World Bank, IMF, regional commissions and other multilateral institutions on international economic, financial and development issues. (12) (RB) (2002/03);
- Cooperation and liaison with regional and subregional groupings of developing countries in the context of economic cooperation among developing countries. (2) (RB) (2002/03).

(d) Technical Cooperation

Advisory Services.

- Advisory services on international monetary and financial issues as part of technical support to Intergovernmental Group of 24 on International Monetary Affairs. (40) (2002/03) (RB/XB)

Objective 2

To promote effective, development-oriented and durable solutions to the debt problem of developing countries, particularly the LDCs, and better management of external debt.

Expected accomplishment 2.1

Better understanding by member States and the international community of the resource requirements of developing countries, causes and trends of their external indebtedness, and possible options to solve their debt problems.

External factors 2.1

Availability of up-to-date information and statistics, accurate economic and financial information and data at country and regional levels.

Indicator of achievements 2.1

Practical value and impact of the analyses and policy recommendations and the reflection thereof in other relevant fora.

Methodology 2.1

Assessment by member States as expressed in statements at the Trade and Development Board and other intergovernmental bodies.

Outputs 2.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- General Assembly, Second Committee;
- Trade and Development Board;
- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003).

Parliamentary documentation

General Assembly

- Reports on debt problems of developing countries (GA res. 54/202) (2) (2002/03) (RB);

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UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003) (RB);

Trade and Development Board

- Input to annual LDC report (2) (2002/03) (RB);

Ad hoc expert group meetings

- Debt and ODA. (TD/386 paras. 107, 108.) (1) (RB) (2003)

(b) Other substantive activities (RB/XB)

Non-recurrent publications

- Analysis of debt problems of developing countries (2)(2002/03)(RB)

Technical material

- Reports to Paris Club meetings on the economic situation and prospects of countries requesting debt rescheduling (18) (2002/03)

(c) International cooperation and inter-agency coordination and liaison

- Paris Club meetings on the economic situation and prospects of countries requesting debt rescheduling. (20) (RB) (2002/03).

Expected accomplishment 2.2

Efficient management of debt through utilisation of Debt Management Financial Analysis Programme (DMFAS) by developing countries, and strengthened technical capacity of developing countries to record and monitor their external debt.

External factors 2.2

Availability of financial resources.

Indicator of achievements 2.2

Effective implementation of debt management in beneficiary countries.

Methodology 2.2

Assessment by DMFAS users of the impact of DMFAS system.

Outputs 2.2

(a) Other substantive activities

Recurrent publications

- DMFAS Programme Progress Report (2) (2002/03)

Non-recurrent publications

- Role of a Debt Office (1) (2002);
- Effective debt management (1) (2002);
- Proceedings of the Inter-regional Debt Management Conference (1) (2002).

Booklets, pamphlets, fact sheets, information kits

- The DMFAS Programme: A Brief Description (2) (2002/03);
- DMFAS Programme Prospectus (1) (2003).

Technical material for outside users

- DMFAS/DSM+ User Manual (2) (2002/03)(XB);
- DMFAS User's Guide (1) (2002)(XB);
- DMFAS Glossary (2)(XB)
- DMFAS Newsletter (2)(2002/03);
- DMFAS version 5.2 and its updates (2002/03)(XB)
- DSM+ and its updates (2002/03)(XB)

(b) Technical Cooperation**Advisory Services**

- Advisory services to strengthen the technical capacity of over 50 developing countries and countries with economies in transition to record and monitor their external debt, including institutional legal and administrative issues (120) (2002/03) (RB/XB)

Group Training

- Group training in the Debt Management and Financial analysis System; development of domestic capital market and on risk management. (30) (RB/XB) (2002/03)

Field Projects

- Installation, updating and maintenance of the DMFAS programme. (55) (RB/XB) (2002/03)

Objective 3

To improve and develop the institutional and policy environment affecting the performance of Palestinian trade, finance, investment and related services within the domestic economy and with partners at the sub-regional, regional and multilateral levels.

Expected accomplishment 3.1

Strengthened capacity of the Palestinian Authority to take appropriate measures, supported by the international community, in the areas of trade policy, trade facilitation, financial management and development strategies, and enterprise and investment as a result of analytical work and technical cooperation.

External factors 3.1

Political and security conditions in Palestinian territory and region and availability of data.

Indicator of achievements 3.1

Usefulness and relevance of outputs including review and endorsement by TDB, Palestinian Authority policies/procedures drawing on UNCTAD recommendations and use of UNCTAD's technical cooperation projects leading to strengthened institutional and managerial capacities.

Methodology 3.1

Assessment by member States at TDB, feedback by the beneficiaries with UNCTAD policy and technical cooperation, readership surveys of selected publications, and analysis of media coverage.

Outputs 3.1**(a) Servicing of intergovernmental and expert bodies****Substantive servicing of meetings**

- Annual sessions of the Trade and Development Board (2002/03);
- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003).

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003).

Trade and Development Board

- Report on UNCTAD assistance to the Palestinian people (2) (2002/03).

(b) Other substantive activities (RB/XB)

Non-recurrent publications

- Studies on development of the Palestinian economy (2) (2002/03).

Technical material for outside users

- Palestinian macroeconomic simulation framework - Version III: final configuration (including financial and trade sectors) and programming module (1) (2002);
- Update of web-site on UNCTAD assistance to the Palestinian people (1) (2002) (RB/XB).

(c) International cooperation and inter-agency coordination and liaison

- Participation in inter-agency meetings convened by the United Nations Special Coordinator in the Occupied Territories and related consultations; and participation in non-governmental organization symposia and seminars on the question of Palestine. (2) (RB) (2002/03).

(d) Technical cooperation (XB/RB)

Advisory services

- Advisory services upon request of Palestinian Authority in the areas of trade policy, trade facilitation and financial resource management. (8) (2002/03) (RB/XB)

Group training

- Training workshops for PA public and private sector officials in the areas of commercial diplomacy; and management of external financial resources. (2) (RB/XB) (2002/03)

Field Projects

- Design of technical cooperation project proposals in the areas of trade policy and facilitation; and financial and investment issues. (4) (RB/XB) (2002/03)

Objective 4

To improve the quality, accessibility and availability of information/data for policy-makers and analysts, particularly developing countries, as a basis for economic and financial analysis, and policy-making.

Expected accomplishment 4.1

More user-friendly and useful information/data, and improved access to relevant research materials for internal and external users.

External factors 4.1

Availability of relevant original data and inputs in formats from a variety of sources.

Indicator of achievements 4.1

Relevance and usefulness of data and statistics developed and provided to users as well as the usefulness of research material in electronic and hard copy forms.

Methodology 4.1

Written feedback and assessments from users through readership and other surveys.

Outputs 4.1***(a) Other substantive activities***

Recurrent publications

- UNCTAD Guide to Publications (2) (2002/03);
- UNCTAD Handbook of Statistics (2) (2002/03);
- UNCTAD Commodity Price Bulletin (4) (2002/03).

Electronic, audio and video issuance

- UNCTAD Handbook of Statistics on CD-ROM (2) (2002/03);
- Virtual Library of UNCTAD Documents and Publications on CD-ROM (2) (2002/03);
- Commodity Prices Supplement on CD-ROM (2) (2002/03).

Technical material for outside users

- Virtual Library of UNCTAD Documents and Publications at UNCTAD Web site;
- UNCTAD Guide to Publications Web site.

(b) International cooperation and inter-agency coordination and liaison

- Coordination, harmonization and liaison with statistical entities of the United Nations and other international organizations concerned with statistical data (4) (RB) (2002/03);
- Liaison with the United Nations System Consortium for sharing electronic information resources. (2) (RB) (2002/03);
- Participation in the United Nations Development Group efforts towards a Knowledge Network. (1) (RB) (2002/03).

(c) Conference services

Library services

- Electronic Support Services: Maintenance and enhancement of the electronic catalogue of printed material, databases on recurrent publications and loan service, acquisitions and research links and the support to the Web site.
- Archives and Record Management: Coordination of acquisitions and access to shared databases with the Geneva United Nations Library; development and maintenance of UNCTAD reference service collection and of an electronic storage system.

Subprogramme 9.1 B
**Development
of
Africa**

Objective 1

To promote understanding of the economic development problems of Africa and action required at the national, regional and international levels for the acceleration of African development and fuller participation and positive integration of African countries into the world economy; to contribute to consensus-building on regional and international policy actions in support of African development; to enhance UNCTAD's activities in favour of Africa; and to contribute to intergovernmental and interagency initiatives for African development, including the follow-up mechanism to UN-NADAF.

Expected accomplishment 1.1

Increased understanding of the problems faced by Africa in the areas of trade, financial flows, debt, structural adjustment and supply capacity and contribution to international and national policy measures to deal with these problems.

External factors 1.1

Availability of up-to-date information and statistics. Readiness of member States for adopting relevant policies and actions.

Indicator of achievements 1.1 (a)

Relevance and usefulness of analytical outputs.

Methodology 1.1 (a)

Assessment by member States as expressed in statements at the Trade and Development Board and by other users.

Indicator of achievements 1.1 (b)

Intergovernmental consensus on policies and actions required.

Methodology 1.1 (b)

Assessment of the outcome of intergovernmental deliberations and intergovernmental agreement.

Outputs 1.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Follow-up mechanism to the UN-NADAF (as required) (2002/03);
- Working Party on the Medium-term Plan and Programme Budget (2002/03);
- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003).

Parliamentary documentation

General Assembly

- Contribution to reports on the review of and follow-up mechanism to UN-NADAF (as required) (2002/03).

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003).

Trade and Development Board

- Analytical report on African development issues (2) (2002/03).

Ad hoc expert group meetings

- Development of Africa. (TDB 436 (XLIII)) (2) (RB) (2002/03)

Expected accomplishment 1.2

Improved coordination of activities in favour of Africa within the UNCTAD secretariat as well as contribution to interagency cooperation and coordination with respect to various intergovernmental and interagency initiatives with regard to Africa, including the United Nations System-wide Special Initiative on Africa.

External factors 1.2

Availability of information for coordination purposes as well as degree of interagency cooperation.

Indicator of achievements 1.2

Provision of comprehensive information to Governments with regard to UNCTAD's activities in favour of Africa as well as provision of inputs and contributions to intergovernmental and interagency initiatives.

Methodology 1.2

Assessment by member States as expressed in statements at the Trade and Development Board as well as by the GA, ECOSOC and CPC in their consideration of reports by the ACC and its subsidiary bodies to these intergovernmental processes.

Outputs 1.2

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Executive sessions of the Trade and Development Board (2002/03);
- Ad Hoc Working Group on the Secretary-General's Report on Africa (GA) (2002/03);
- Follow-up mechanism to the UN-NADAF (as required) (2002/03);
- Economic and Social Council (2002/03).

Parliamentary documentation

General Assembly

- Reports to the Ad Hoc Working Group on the Secretary-General's Report on Africa to the Security Council (as required) (GA res. 54/234) (2002/03);
- Contribution to progress reports on the implementation and coordinated follow-up by the United Nations system of initiatives on African Development (2) (2002/03);
- Contribution to reports on the review of and follow-up mechanism to UN-NADAF (2) (2002/03).

Trade and Development Board

- Report on UNCTAD's activities in favour of Africa (2) (2002/03).

(b) International cooperation and inter-agency coordination and liaison

- Cooperation and liaison with African regional and subregional groupings in the context of the implementation of the follow-up mechanism to the UN-NADAF. (2) (RB) (2002/03)
- Participation in meetings and conferences on African development issues, including follow-up to TICAD II, preparations for and participation in TICAD III. (1) (RB) (2002/03)
- Participation in and contribution to the Steering Committee of the United Nations System-Wide Special Initiative on Africa and the Administrative Committee on Coordination. (2) (RB) (2002/03)
- Liaison with other organizations of the UN system including ECA, the World Bank, UNIDO, UNDP, WTO, ITC, FAO, IMF, IMO and African Development Bank, as well as with African regional and subregional organizations and research institutions. (6) (RB) (2002/03)

Subprogramme 9.2
**Investment,
 Enterprise
 and
 Technology**

Objective 1

To maximise the benefits derived from international investment and related financial flows and minimise negative effects thereof through policy-oriented analyses of all aspects of global and regional developments in international investment and related financial flows, including their impact on development and policy implications;

Expected accomplishment 1.1

Enhanced understanding and consensus on policy choices and emerging issues related to international investment and financial flows, and development implication of these flows;

External factors 1.1

Availability of sufficient extra-budgetary resources (XB) for envisaged technical cooperation outputs.

Indicators of achievements 1.1

Usefulness and relevance of investment-related analysis and policy advice as assessed by member States, particularly beneficiary countries of technical assistance, relevant intergovernmental bodies, and readers of publications.

Methodology 1.1

Collection of various forms of feedback on usefulness of information and analytical outputs, including readership surveys of selected publications, and assessments by beneficiaries of selected technical assistance, including advisory services.

Outputs 1.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board;
- Annual sessions of the Commission on Investment, Technology and Related Financial Issues; and its Expert Meetings;
- Working Party on the Medium-Term Plan and Programme Budget;
- Follow-up to the High-Level Event on Financing for Development (General Assembly).

Parliamentary documentation

General Assembly

- Report of the Secretary General on the prevention of corrupt practices and illegal transfer of funds (GA res. 53/176, 54/205);
- Contribution to the World Economic and Social Survey on issues relevant to the subprogramme;

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the Least Developed Countries;

Commission on Investment, Technology and Related Financial Issues

- Commission on topics to be decided by the Commission (2) (2002/03);
- Reports to the Expert Meetings of the Commission on issues to be decided by the Commission (2) (2002/03);

Ad hoc expert group meetings

- Foreign portfolio investment and risk management. (TD/386 para. 113.) (1) (RB) (2002/03)
- Themes related to the World Investment Report. (TD/386 paras. 115 and 120.) (6) (RB) (2002/03)

(b) Other substantive activities

Recurrent publications

- World Investment Report (2) (2002/03) and its Overviews (2) (2002/03);
- World Investment Directory regional series (4)(2002/03);
- Transnational Corporations Journal (6) (2002/03);
- Contribution to the annual Least Developed Countries Report (as required) (2) (2002/03)

Non-recurrent publications

- Foreign direct investment policy trends and issues (9) (2002/03);
- Production internationalization and development (2) (2002/03);
- Foreign portfolio investment (2) (2002/03);
- Banking and insurance (2) (2002/03);
- LDC investment guides (4) (2002/03);

Electronic, audio and video issuance

- World Investment Directory series on CD-ROM (2);
- World Investment Report Statistical Tables, CD-ROM (2);

Booklets, pamphlets, fact sheets, information kits

- Fact sheets on foreign direct investment and miscellaneous information materials on activities of the subprogramme;

Press releases, press conferences

- Launching of World Investment Report in a number of countries;
- Press launches of other publications;
- Briefing of missions in Geneva and New York and other dissemination activities on issues falling within the purview of the subprogramme;

Technical material for outside users

- DITE Web site development and maintenance;
- Databases on: FDI flows; cross-border mergers & acquisitions; and the largest transnational corporations (TNCs);

(c) International co-operation and inter-agency co-ordination and liaison:

- Cooperation with governmental and intergovernmental bodies, including regional/subregional groupings, on investment, enterprise and technology issues. (4) (RB) (2002/03)
- Collaboration (joint research/technical cooperation), cooperation (participation to workshops, etc.) and liaison with international organizations (World Bank, regional development banks, IMF, IFC, ILO, WIPO, UNIDO, UNESCO, WTO, OECD, etc.). (3) (RB) (2002/03)
- Close collaboration with UNDP, including in launching the World Investment Report, and with other United Nations departments, regional commissions and their bodies, in the work related to investment, enterprise and technology issues. (3) (RB) (2002/03)

(d) Technical cooperation

- The activities will consist of advisory missions, reports, round tables/symposia/workshops, etc. and are complementary to policy and analytical activities of the subprogramme.

Advisory services

- Technical assistance to Governments and regional/subregional groupings to strengthen their research and policy analysis on foreign direct investment. (6) (2002/03) (XB)
- Advisory services to developing countries to enhance their capacity to attract foreign portfolio investment funds, and to optimize their developmental impact. (5) (2002/03) (XB)
- Advisory services to Governments in Africa to attract foreign direct investment from Asia. (4) (2002/03) (XB)
- Assistance to SMEs in host developing countries to benefit from investment flows, and to SMEs in home developing countries to increase investment abroad. (5) (2002/03) (XB)
- Technical assistance to Governments of LDCs in drafting, producing and disseminating objective and informative Investment Guides. (6) (2002/03) (XB)
- (2002/03) (XB)
- Technical assistance to relevant Governmental entities on preparation of FDI statistics. (6)
- Advisory services to Governments, regional/subregional groupings and specialized bodies on insurance regulation and supervision, as well as assistance to small and medium-sized insurers in developing countries. (4) (2002/03) (XB)
- Technical assistance and advisory services to developing countries on issues relevant to the microfoundations of the internationalization of production. (4) (2002/03) (XB)

Group training

- Seminars and workshops on foreign direct and portfolio investment flows, their development dimension and related policy issues, including WIR dissemination roundtables, as well as on insurance supervision and regulation. (16) (XB) (2002/03)

Objective 2

To enhance the capacity of developing countries to attract and benefit from foreign direct investment; formulate and implement investment policies and strategies; improve understanding of issues and policy choices in international investment and technology transfer; and participate in discussions and negotiations on investment-related issues.

Expected accomplishment 2.1

Improved ability of policy makers to design appropriate policies and strategies to attract and benefit from foreign direct investment and technology transfer, and to understand key concepts of treaties and the development dimension of international investment;

External factors 2.1

Availability extrabudgetary resources for activities and outputs;

Indicator of achievements 2.1

The value of an impact of policy recommendations on the development prospects of developing countries; relevance and usefulness of analytical outputs; effectiveness and impact of technical cooperation projects as specified in the relevant project documents.

Methodology 2.1

Assessment by Member States as expressed in the statements in the Commission on Investment, Technology and Related Financial Issues and reactions by Member States to the policy conclusions/recommendations by the Expert Meetings of the Commission; collection of data for each specific indicators as appropriate, depending on the nature of projects;

Outputs 2.1

(a) Servicing of intergovernmental/expert bodies including reports thereto

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board;
- Annual sessions of the Commission on Investment, Technology and Related Financial Issues; and its Expert Meetings;
- Working Party on the Medium-term Plan and the Programme Budget;

Parliamentary documentationUNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;

Commission on Investment, Technology and Related Financial Issue

- Reports to the Commission on Investment, Technology and Related Financial Issues on topics to be decided by the Commission (2) (2002/03);
- Reports to the Expert Meetings of the Commission on issues to be decided by the Commission (2) (2002/03);

Ad hoc expert group meetings

- Follow-up actions related to the findings and discussions of the policy reviews. (TD/386 para. 127.) (1) (RB) (2002/03)
- Best practices in international investment and technology transfer. (1) (RB) (2002/03)
- Issues related to international agreements relevant to transfer of technology. (TD/386 paras. 117 and 128.) (1) (RB) (2002/03)
- Issues related to international investment agreements. (TD/386 para. 126.) (1) (RB) (2002/03)

(b) Other substantive activities

Recurrent publication

- ASIT Advisory Studies (4) (2002/03);

Non-recurrent publications

- Issues in international investment arrangements (7) (2002/03);
- Investment Policy Reviews (6) (2002/03);
- Issues in national FDI policies (2) (2002/03);

Electronic, audio and video issuance:

- CD-ROM on international investment arrangements (2003);

Booklets, pamphlets, facts sheets, information kits

- Brochures on: IIAs (international investment arrangements), IPRs (investment policy reviews) and related issues (2);

- Pamphlets on ASIT (4);

Technical material for outside users (databases, software, etc.)

- DITE Web site development and maintenance;
- Databases on: FDI flows; bilateral treaties on investment (BIT); and double taxation treaties (DTT);

(c) International co-operation and inter-agency co-ordination and liaison.

- Cooperation with governmental and intergovernmental bodies, including regional/subregional groupings, on investment, enterprise and technology issues. (5) (RB) (2002/03)
- Collaboration (joint research/technical cooperation), cooperation (participation to workshops, etc.) and liaison with international organizations (World Bank, regional development banks, IMF, IFC, ILO, WIPO, UNIDO, UNESCO, WTO, OECD, etc.). (5) (RB) (2002/03)
- Close collaboration with UNDP, including in launching the World Investment Report, and with other United Nations departments, regional commissions and their bodies, in the work related to investment, enterprise and technology issues. (5) (RB) (2002/03)

(d) Technical co-operation

Advisory services

- Assistance to Governments, particularly for Africa and LDCs, and regional/subregional groupings in strengthening ability to formulate & implement policies to attract & benefit from FDI, and improving their understanding of emerging issues. (3) (2002/03) (RB/XB)
- Advisory services to Governments and regional/subregional groupings on bilateral, regional and multilateral arrangements with regard to investment and technology transfer. (3) (2002/03) (RB/XB)
- Investment Policy Reviews: assistance to developing countries to attract international investment & technology in line with their national objectives, so as to respond to regional/global opportunities and incorporate medium and long-term perspectives. (3) (2002/03) (RB/XB)
- Investment Policy Reviews: assistance to developing countries in implementing and following up recommendations from the Investment Policy Reviews. (5) (2002/03) (RB/XB)
- FORINVEST: assistance to developing countries in investment policy, legislation & codes, sectoral policies governing the participation of transnational corporations in specific sectors, technology transfer & mechanisms to attract international investment. (10) (2002/03) (RB/XB)
- STAMP: assistance to developing countries & countries in transition to strengthen their investment institutions (especially IPAs), their modes of operation, approval process, monitoring of investment flows, and promotion activities. (10) (2002/03) (RB/XB)

Group training

- Seminars and workshops on development of human resources required for formulating and implementing integrated national policies related to investment and international technology arrangements. (2) (XB) (2002/03)
- Seminars and workshops on the trade-investment relationship, the role of international investment arrangements in development process, bilateral investment treaties, key concepts and development dimension of international investment agreements. (2) (XB) (2002/03)
- Seminars and workshops on international and national arrangements dealing with transfer of and access to technology. (2) (XB) (2002/03)
- Training in investment promotion strategies, techniques and practices, including investor targeting and best practices therein. (2) (XB) (2002/03)

Objective 3

To enhance the productive capacity in developing countries and countries with economies in transition by: increasing the competitiveness of enterprises, particularly small and medium-sized enterprises (SMEs); identification of policies and best practices which eliminate the obstacles to their development; promotion of entrepreneurship and managerial skills, including among women entrepreneurs; facilitation of the formulation of sound national science and technology policies and measures for the transfer and diffusion of new technologies; harmonisation of national accounting and auditing standards; improvement of corporate governance and strengthening of the accounting profession.

Expected accomplishment 3.1

Increased ability of developing countries and economies in transition to formulate and implement sound enterprise development and technology policies and translate them into concrete actions to benefit individual enterprises, particularly SMEs; implementation of the guidelines of the Commission on Science and Technology for Development (CSTD) on national strategies for information technologies and biotechnology; identification and dissemination of best practices on transfer of technology as requested by UNCTAD X.

Indicator of achievements 3.1

Relevance and usefulness of outcome, particularly recommendations, of intergovernmental and expert meetings as they are taken-up by governments and the private sector;

Methodology 3.1

Analysis of results of intergovernmental and expert meetings; assessment by member States as expressed in the statements in the Commission on Enterprise, Business Facilitation and Development and the Commission on Science and Technology for Development.

Outputs 3.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Commission on Enterprise, Business Facilitation and Development and its Expert Meetings;
- Sixth session of the Commission on Science and Technology for Development and its four expert panels;

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Commission on Enterprise, Business Facilitation and Development

- Reports to the Commission on issues to be decided by the Commission (3) (2002/03);
- Reports to the Expert Meetings of the Commission on issues to be decided by the Commission(3) (2002/03);

Commission on Science and Technology for Development (CSTD)

- Reports to the Commission at its sixth session (4); and reports to and of four expert panels of the Commission (8) (2002/03);

Ad hoc expert group meetings

- Best practices in corporate governance. (TD/386 para. 122.) (1) (RB) (2002)
- Strengthening business development services by performance measurement and benchmarking. (1) (RB) (2002)
- Capacity-building for SMEs in information technologies. (TD/386 paras. 116, 118, 119; ECOSOC res. 1999/61.) (1) (RB) (2002/03)
- Main channels, modes, mechanisms for transfer of new technologies, including through foreign direct investment. (TD/386 paras. 116, 118, 119; ECOSOC res. 1999/61.) (1) (RB) (2002)

(b) Other substantive activities

Non-recurrent publications

- Innovative mechanisms for financing SMEs (1) (2002);
- Home country measures/incentives to facilitate transfer of technology including ESTs (1) (2002);
- Main channels, modes, mechanisms for transfer of technology (including FDI) (1) (2003);

Booklets, pamphlets, fact sheets, information kits

- Brochures on CSTD;

Technical material for outside users

- CSTD network on knowledge and technology for development as requested by ECOSOC (mainly based on a web-site);
- Training manuals on negotiations for women entrepreneurs;

(c) International cooperation and inter-agency coordination and liaison

- Cooperation with governmental and intergovernmental bodies, including regional/subregional groupings, on investment, enterprise and technology issues. (5) (RB) (2002/03)
- Cooperation with national & international business organizations, professional associations, trade unions, academia, private enterprises and NGOs on investment, enterprise and technology issues. (5) (RB) (2002/03)
- Liaison with relevant agencies (ITU, WIPO, FAO, UNINTECH, UNV, UNESCO, etc.) in support of the coordinating role of the Commission on Science & Technology for Development as requested by GA and ECOSOC. (5) (RB) (2002/03)

(d) Technical cooperation

Advisory services

- Advisory services to Governments and regional/subregional groupings on transfer of new technologies, particularly on national strategies for ICTs. (5) (2002/03) (XB)
- Assistance to Geneva-based delegates, government officials as well as other development actors on issues related to entrepreneurship and SME development. (5) (2002/03) (XB)

Group training

- Training activities on promotion of entrepreneurship, SME development, technology transfer, accounting and auditing, and corporate governance. (5) (XB) (2002/03);

Expected Accomplishments 3.2

The creation of EMPRETEC networking; implementation and/or strengthening of national EMPRETEC programmes in 25 countries taking into account the decisions of the Trade and Development Board;

External factors 3.2

Decision by the Trade and Development Board on the follow-up to the evaluation of the EMPRETEC programme, including its consolidation; availability of sufficient extra-budgetary resources to implement these recommendations;

Indicator of achievements 3.2

Impact of the EMPRETEC programme, measured by number of requests received from governments, results of national programmes in terms of numbers of entrepreneurs trained; trainers retrained; cost effectiveness and cost recovery; increased employment, sales, survival rates of enterprises served; percentage of repeat customers; number of visits to interactive web site and number of events posted.

Methodology 3.2

Data collected from national programme offices.

Outputs 3.2***(a) Other substantive activities*****Booklets, pamphlets, fact sheets, information kits**

- Brochures on EMPRETEC;

Technical material for outside users

- Training material on e-business for the EMPRETEC Programme;

(b) International cooperation and inter-agency coordination and liaison

- Cooperation with national & international business organizations, professional associations, trade unions, academia, private enterprises and NGOs (2002/03) (XB)

(c) Technical cooperation**Advisory services**

- Advisory services to Governments, regional/subregional groupings and other relevant partners (EMPRETEC centres, enterprise associations, etc.) in the context of EMPRETEC programme. (5) (2002/03) (XB)

Group training

- Training activities on promotion of entrepreneurship (2) (2002/03) (XB);

Field projects

- EMPRETEC programmes in developing countries of Africa, Asia and Latin America, as well as in countries with economies in transition. (25) (XB) (2002/03);

Expected accomplishment 3.3

Increased transparency, reliability and comparability of corporate accounting and reporting, and improved corporate governance in developing countries and countries in transition.

External factors 3.3

Availability of sufficient extra-budgetary resources for technical cooperation in accounting and corporate governance issues.

Indicator of achievements 3.3

Relevance and usefulness of expert meeting outcomes and other technical outputs as they are taken-up by governments and the private sector; number of countries advised on accounting reform/corporate governance/number of practitioners trained.

Methodology 3.3

Analysis of the use of the results of expert meetings and technical outputs.

Outputs 3.3***(a) Servicing of intergovernmental and expert bodies*****Substantive servicing of meetings**

- Annual meetings of the Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting (ISAR);

Parliamentary documentationUNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting (ISAR)

- Reports to the annual meetings of ISAR (2) (2002/03).

(b) Other substantive activities**Recurrent publications**

- Review of International Accounting and Reporting (2) (2002/03);
- ISAR Newsletter (4) (2002/03);

Non-recurrent publications

- Best practices on corporate governance (1) (2002);
- Best practices in sustainability reporting (1) (2003);

Booklets, pamphlets, fact sheets, information kits

- Brochures on ISAR;

Technical material for outside users

- Training manual on accounting by SMEs;
- Training manual on corporate governance;

(c) Technical cooperation**Advisory services**

- Advisory services to Governments, regional/subregional groupings and specialized bodies on accounting and auditing and corporate governance. (5) (2002/03) (XB)

Group training

- Training activities on accounting and auditing, and corporate governance (1) (2002/03) (XB);

Field projects

- Substantive backstopping of projects on accounting and auditing reform and retraining and corporate governance in developing countries and countries in transition. (2) (XB) (2002/03);

Subprogramme 9.3

International Trade

Objective 1

To support the integration of developing countries, particularly the least developed, and countries in transition into the international trading system and to support intergovernmental consensus – building in trade by facilitating the establishment of a positive agenda for developing countries in trade negotiations.

Expected accomplishment 1.1

Strengthened capacities of these countries to articulate, formulate and implement appropriate policies and strategies to participate effectively in, and derive maximum benefit from, international trade, including enhanced capacities for multilateral trade negotiations; enhanced capacities of countries acceding to WTO for achieving progress in the process of accession.

External factors 1.1

Conditions in member States for adopting appropriate policies; positions taken by countries in intergovernmental meetings; responsiveness of donors for financing technical cooperation programmes.

Indicator of achievements 1.1 (a)

Usefulness and quality of analysis and policy proposals to the General Assembly and the relevant UNCTAD intergovernmental bodies; Member States' views on the practical value and impact of policy recommendations.

Methodology 1.1 (a)

Readership and other surveys; regular review of the work programmes by intergovernmental bodies.

Indicator of achievements 1.1 (b)

Degree of implementation, effectiveness and impact of technical cooperation activities.

Methodology 1.1 (b)

Assessment against indicators contained in the relevant project documents as well as feedback from beneficiaries.

Outputs 1.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Annual sessions of the Commission on Trade in Goods and Services, and Commodities (2002/03) and its Expert Meetings (2002/03);
- Working Party on the Medium-term Plan and the Programme Budget.

Parliamentary documentation

General Assembly

- Report on developments in the multilateral trading system (2) (2002/03).

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;

- Contribution to the review of the United Nations New Agenda for the Development of Africa (2002).

Commission on Trade in Goods and Services, and Commodities

- Reports on topics to be decided by the Commission (2) (2002/03);
- Reports on the implementation of agreed conclusions and recommendations (1) (2002);
- Reports to the Expert Meetings under the Commission to be decided by the Commission (2) (2002/03).

Ad hoc expert group meetings

- Emerging international trading system, its responsiveness to the development needs and developing countries' capacities in trade negotiations. (TD/386 paras. 129 and 136.) (2) (RB) (2002/03)

(b) Other substantive services

Recurrent publications

- Series A: Systemic Issues of International Trade: the Development Perspective – analytical studies (3) (2002/03);
- GSP Handbooks and Market Access Studies (6) (2002/03);
- Contribution to the Trade and Development Report, World Investment Report and the annual Least Developed Countries Report, as may be required.

Non-recurrent publications

- WTO negotiations on agriculture: the development perspective (2002);
- Country reports on trade policy adaptation to the multilateral trading system and preparations for trade negotiations (6) (2002/03);
- Positive agenda and future trade negotiations: Volume IV (2003);
- Intellectual property rights – trade and development aspects (2003);
- Standards and regulations (2003);
- Experiences and issues in regional integration and WTO relations (2) (2002/03);
- Rules of origin in regional trade agreements and WTO (2) (2002/03).
- Studies on trade liberalisation in specific services sectors (2) (2002/03);
- Trade rules and trade in energy goods and services (2003);

Electronic, audio and video issuance

- GSP CD-ROM (2) (2002/03);
- Trade in services (issues of specific interest to developing countries in the WTO negotiations in the sector) in CD-ROM (2003);

Technical material for outside users

- GSP Newsletters (4) (2002/03);
- GSP Web site (updating throughout the biennium);
- Database on Measures Affecting Services Trade (MAST);
- Training modules on different topics on the international trade agenda (5) (2002/03);
- Web site on international trade negotiations (updating throughout the biennium).

(c) International cooperation and interagency coordination and liaison

- Cooperation with WTO in the context of a programme of substantive activities, including joint studies and technical cooperation, and participation to the WTO meetings. (1) (RB) (2002/03)
- Cooperation with regional and subregional intergovernmental organisations on international trade and related issues, such as through exchanges on substantive issues, data collection, technical assistance and contribution to their meetings. (1) (RB) (2002/03)
- Cooperation with ITC on joint and other technical cooperation programmes to facilitate the integration of developing countries to global trading system. (1) (RB) (2002/03)
- Cooperation with regional commissions, UNDP, WIPO, WHO, UNSO, DESA, UNIDO, World Bank, regional development banks and IMF on systemic issues of international trade. (4) (RB) (2002/03)

- Briefing to NGOs and civil society associations on international trade and related issues. (1) (RB) (2002/03)
- Exchange of information on research activities with academic and research institutions with regard to international trade and related issues. (1) (RB) (2002/03)

(d) Technical cooperation

Advisory services

- Advisory missions for developing countries and economies in transition on international trade negotiations and accession to WTO. (20) (2002/03) (RB/XB)
- Advisory missions to assist LDCs in maximising their market access benefits. (4) (2002/03) (RB/XB)
- Continuous assistance and supply of information on GSP to Geneva-based missions and capitals. (1) (2002/03) (RB/XB)

Group training

- Seminars to enhance the developing countries' understanding of the post-Uruguay round multilateral trading system, including the "built-in agenda" and new & emerging issues on the agenda, and in defining a "positive trade agenda" for developing countries. (5) (RB/XB) (2002/03)
- Participation in the preparation and conducting of regular training courses under paragraph 166 of the Plan of Action. (6) (RB/XB) (2002/03)
- Training events for trade negotiators of developing countries and economies in transition, in the context of the Commercial Diplomacy Programme. (15) (RB/XB) (2002/03)
- Training activities and study tours to build the capacity of developing countries & countries in transition to be effective players in the multilateral trading system and derive full benefits from trade liberalisation within the system. (7) (RB/XB) (2002/03)
- Seminars and workshops on approaches to trade liberalisation in services and on the main trade barriers which limit the ability of developing countries to export their services. (5) (RB/XB) (2002/03)
- National and regional seminars on the GSP and on other preferential trading arrangements as a means toward increasing market access prospects. (6) (RB/XB) (2002/03)
- Workshops for increasing market access prospects for developing-country regional groupings through suitable intra- and inter-regional trade agreements or arrangements, and training on trade information as it relates to multilateral trade negotiations. (4) (RB/XB) (2002/03)

Field projects

- Country (2) and inter-country (2) projects aimed at capacity building for policy making in services and at strengthening the relationship between national policy-making and both regional and international services trade in Africa. (4) (RB/XB) (2002/03)
- Inter-country projects in support of the fuller utilisation by developing countries of GSP schemes and other preferential trade arrangements. (2) (RB/XB) (2002/03)
- Country (2) and inter-country (1) projects involving collaboration with the private sector in the promotion of trade in services of developing countries and countries with economies in transition. (3) (RB/XB) (2002/03)
- Country (2) and inter-country (2) projects aimed at capacity building for policy making in services and at strengthening the relationship between national policy-making and both regional and international services trade in Africa. (4) (RB/XB) (2002/03)
- Country (3) and inter-country (1) projects to assist developing countries and countries with economies in transition in their accession to WTO. (4) (RB/XB) (2002/03)
- Country and inter-country projects for providing analytical and technical support to developing countries on the built-in agenda of multilateral trade negotiations, as well as support to their positive agenda in post-Uruguay Round negotiations (2) (RB/XB) (2002/03)
- Projects relating to capacity building for trade policy formulation in least developed and African countries. (1) (RB/XB) (2002/03)

- Inter-country projects for assisting developing countries in commercial diplomacy through the development of training courses and the training of trainers. (2) (RB/XB) (2002/03)

Objective 2

To enhance understanding of structural changes and new developments in international trade and to identify, on the basis of research and empirical evidence and with development impact assessment, what the implications are of existing and emerging multilateral trade rules for the development prospects of developing countries.

Expected accomplishment 2.1

Increased awareness of factors underlying developments in international trade and of the impact of trade policies and increased capacity to implement trade policy tools that make development policies more effective.

External factors 2.1

Conditions in member states for adopting appropriate policies.

Indicator of achievement 2.1

Usefulness and quality of research and analysis in this programme area.

Methodology 2.1

Readership and other surveys.

Outputs 2.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Annual sessions of the Commission on Trade in Goods and Services and Commodities (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget.

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;
- Contribution to the review of the United Nations New Agenda for the Development of Africa (2002).

Ad hoc expert group meetings

- Potentials for and impediments to economic integration amongst developing countries. (TD/386 para. 137.) (1) (RB) (2002/03)

(b) Other substantive services

Recurrent publications

- Series E: International trade Issues: the Development Perspective – analytical studies (12) (2002/03);
- Contribution to the Trade and Development Report, World Investment Report and the annual Least Developed Countries Report, as may be required.

Electronic, audio and video issuance

- TRAINS CD-ROM (2) (2002-2003);

Technical material for outside users

- TRAINS database (updating throughout the biennium);
- TRAINS on Internet (2002/03);
- World Integrated Trade System database (updating throughout the biennium);
- Research and analysis on trade and development website (updating throughout the biennium).

(c) International cooperation and interagency coordination and liaison

- Cooperation with WTO in the context of a programme of substantive activities, including joint studies and technical cooperation, and participation to the WTO meetings. (1) (RB) (2002/03)
- Cooperation with regional and subregional intergovernmental organisations on international trade and related issues, such as through exchanges on substantive issues, data collection, technical assistance and contribution to their meetings. (1) (RB) (2002/03)
- Briefing to NGOs and civil society associations on international trade and related issues. (1) (RB) (2002/03)
- Cooperation with regional commissions, UNDP, UNSO, DESA, UNIDO, FAO, World Bank, regional development banks and IMF on quantitative trade analysis, including integrated database and modelling. (2) (RB) (2002/03)
- Exchange of information on research activities with academic and research institutions with regard to international trade and related issues. (1) (RB) (2002/03)

(d) Technical cooperation

Group training

- In-service training for staff from selected regional and subregional groupings for interactive collaboration on TRAINS. (4) (RB/XB) (2002/03);
- Seminars on the use of the TRAINS database. (12) (RB/XB) (2002/03);

Objective 3

To enhance understanding of changes in the dynamics and structure of international commodity markets and to assist developing countries in the development of their commodity sectors, particularly their supply capacities, focusing on diversification, more effective use of modern commodity price management instruments and greater participation in added-value chains.

Expected accomplishment 3.1

Increased contribution of the commodity sector to sustainable development and economic diversification; the application of modern commodity price risk management and financial instrument and greater participation in added-value chains.

External factors 3.1

Conditions in member States for adopting appropriate policies; positions taken by countries in intergovernmental meetings; responsiveness of donors for financing technical cooperation programmes.

Indicator of achievement 3.1 (a)

Usefulness and quality of analysis and policy proposals to the General Assembly and the relevant UNCTAD intergovernmental bodies; Member States' views on the practical value and impact of policy recommendations.

Methodology 3.1 (a)

Readership and other surveys; regular review of the work programmes by intergovernmental bodies.

Indicator of achievement 3.1 (b)

Degree of implementation, effectiveness and impact of technical cooperation activities.

Methodology 3.1 (b)

Assessment against indicators contained in the relevant project documents as well as feedback from beneficiaries.

Outputs 3.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Commission on Trade in Goods and Services and Commodities (2002/03) and its Expert Meetings (2002/03);
- Working Party on the Medium-term Plan and the Programme Budget;
- United Nations Negotiating Conferences on individual commodities (as required).

Parliamentary documentation

General Assembly

- Report on commodity trends and prospects (1) (2002).

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;
- Contribution to the review of the United Nations New Agenda for the Development of Africa (2002).

Commission on Trade in Goods and Services, and Commodities

- Reports on issues to be decided by the Commission (2) (2002/03);
- Report on implementation of agreed conclusions and recommendations (1) (2003);
- Reports to Expert Meetings of the Commission on issues to be decided by the Commission (2) (2002/03).

Ad hoc expert group meetings

- Access to and use of commodity-related information, strengthening the interaction among international commodity organisations, developing countries and civil society. (TD/386 para. 144, 4th bullet.) (1) (RB) (2002/03)

(b) Other substantive services

Recurrent publications

- Series C: Commodity Development and Trade - analytical studies (6) (2002/03);
- Handbook of World Mineral Trade Statistics (2) (2002/03);
- World Commodity Survey (2) (2002/03);
- Contribution to the Trade and Development Report, World Investment Report and the annual Least Developed Countries Report, as may be required.

Technical material for outside users

- UNCTAD Commodity Web site (updating throughout the biennium);
- International Task Force on Commodity Risk Management Web site (jointly UNCTAD/World Bank) (updating throughout the biennium).

(c) International cooperation and interagency coordination and liaison

- Cooperation with WTO in the context of a programme of substantive activities, including joint studies and technical cooperation, and participation to the WTO meetings. (1) (RB) (2002/03)
- Cooperation with regional and subregional intergovernmental organisations on international trade and related issues, such as through exchanges on substantive issues, data collection, technical assistance and contribution to their meetings. (1) (RB) (2002/03)
- Cooperation with International Commodity Organizations and bodies, producers' associations, regional/subregional organisations on commodity development and trade, such as in data collection and training activities, or contribution to their meetings. (1) (RB) (2002/03)
- Cooperation with the Common Fund for Commodities (CFC) on market transparency, commodity, diversification, and project identification, preparation and implementation. (1) (RB) (2002/03)
- Cooperation with regional commissions, UNDP, UNEP, FAO, ITC, UNSO, DESA, UNIDO, World Bank, regional development banks, and IMF in the area of commodity development and trade. (1) (RB) (2002/03)
- Cooperation with FAO in preparing World Commodity Survey, and with International Task Force on Commodity Risk Management of World Bank on commodity risk management and structured finance. (1) (RB) (2002/03)
- Briefing to NGOs and civil society associations on international trade and related issues. (1) (RB) (2002/03)
- Exchange of information on research activities with academic and research institutions with regard to international trade and related issues. (1) (RB) (2002/03)

(d) Technical cooperation

Advisory services

- Advisory missions on the technical and policy aspects of supply capacity improvement of commodity-dependent countries and on the fuller exploitation of commodity diversification as a major potential avenue to industrialization (10) (2002/03) (RB/XB)
- Advisory missions on commodity price risk management and financial instruments and on commodity resource management. (16) (2002/03) (RB/XB)

Group training

- Workshops on the technical and policy aspects of mineral sector-related diversification and supply capacity. (2) (RB/XB) (2002/03)
- Workshops on commodity price risk management and utilization of structured finance instruments for the generation of resources which can be used for the development or diversification of the commodity sector. (8) (RB/XB) (2002/03)

- National and regional workshops for capacity building of commodity-dependent developing countries, particularly LDCs, on ways to improve supply capabilities, promote the development of processing industries and fully exploit commodity diversification. (12) (RB/XB) (2002/03)

Field projects

- Country (4) and inter-country (1) projects for assisting developing countries in establishing the institutional infrastructure for the use of modern financial instruments for commodity production and trade. (5) (RB/XB) (2002/03)

Objective 4

To enable developing countries and countries in transition to address competition law and policy and consumer protection issues, particularly through developing and strengthening the capacity of relevant public institutions and through analysis of restraints in strategic sectors, of possible international agreements on competition and of the relationship between competition and competitiveness as well as trade-related aspects of competition.

Expected accomplishment 4.1

Increased capacity of developing countries and countries in transition for dealing with competition and consumer protection issues, with attention being paid also to gender dimension.

External factors 4.1

Conditions in member states for adopting appropriate policies; positions taken by countries in intergovernmental meetings; responsiveness of donors for financing technical cooperation programmes.

Indicator of achievement 4.1 (a)

Usefulness and quality of analysis and proposals to and endorsement by the Intergovernmental Group of Experts on Competition Law and Policy; Member States' views on the practical value and impact of policy recommendations.

Methodology 4.1 (a)

Readership and other surveys; regular review of the work programmes by intergovernmental bodies.

Indicator of achievement 4.1 (b)

Degree of implementation, effectiveness and impact of technical cooperation activities.

Methodology 4.1 (b)

Assessment against indicators contained in the relevant project documents as well as feedback from beneficiaries.

Outputs 4.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Annual sessions of the Commission on Trade in Goods and Services and Commodities (2002/03);
- Annual sessions of the Intergovernmental Group of Experts on Competition Law and Policy (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget.

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;
- Contribution to the review of the United Nations New Agenda for the Development of Africa (2002).

Intergovernmental Group of Experts on Competition Law and Policy

- Reports on competition law and policy issues (4) (2002/03).
- Review of technical assistance and training programmes on competition law and policy (2) (2002/03);

Ad hoc expert group meetings

- International competition: the development dimension and consensus-building. (Fourth UN Review Conference on RBPs, resolution Section D.) (1) (RB) (2002/03)

(b) Other substantive services

Recurrent publications

- Series B: Competition Law and Policy - analytical studies (2) (2002/03);
- Development in/or specific aspects of competition law and policy (3) (2002/03);
- Handbook on competition legislation (2) (2002/03);
- Model law or laws on RBPs (1) (2003);
- Contribution to the trade and Development Report, World Investment Report and the annual Least Developed Countries Report, as may be required.

Non-recurrent publications

- Technical papers on competition law and policy (8) (2002/03).

Technical material for outside users

- Directory of competition authorities (2) (2002/03);
- UNCTAD competition law and policy Web site (updating during biennium).

(c) International cooperation and interagency coordination and liaison

- Cooperation with WTO in the context of a programme of substantive activities, including joint studies and technical cooperation, and participation to the WTO meetings. (1) (RB) (2002/03)
- Cooperation with regional and subregional intergovernmental organisations on international trade and related issues, such as through exchanges on substantive issues, data collection, technical assistance and contribution to their meetings. (1) (RB) (2002/03)
- Cooperation with regional commissions, UNDP, WIPO and ITC in the area of competition law and policy, and consumer protection. (1) (RB) (2002/03)
- Cooperation with World Bank to organise joint symposia on competition issues. (1) (RB) (2002/03)
- Briefing to NGOs and civil society associations on international trade and related issues. (1) (RB) (2002/03)
- Exchange of information on research activities with academic and research institutions with regard to international trade and related issues. (1) (RB) (2002/03)

(d) Technical cooperation

Advisory services

- Advisory missions on issues related to the drafting and enforcement of competition law and policy, and consumer protection. (15) (2002/03) (RB/XB)

Group training

- Seminars to assist developing countries and countries in transition in developing their national regulatory and institutional framework in competition law and policy, and to promote their effective participation in international fora. (20) (RB/XB) (2002/03)

Field projects

- Country (6) and inter-country (3) projects aimed at capacity building for policy making in the area of competition and consumer protection legislation. (9) (RB/XB) (2002/03)

Objective 5

To contribute to ensuring balance in the trade and environment debate, by highlighting issues of concern to developing countries and strengthening the development dimension, including the economic and social implications of trade measures for environmental purposes; to promote analysis and consensus building on issues that would yield potential benefits to developing countries and to implement a broad programme of capacity building.

Expected accomplishment 5.1

Increased awareness and ability of developing countries to develop mutually supportive trade, environment and development policies at the national and multilateral levels, with consideration being given to gender equality in discussions and decision-making.

External factors 5.1

Conditions in member states for adopting appropriate policies; positions taken by countries in intergovernmental meetings; responsiveness of donors for financing technical cooperation programmes.

Indicator of achievement 5.1 (a)

Usefulness and quality of analysis and policy proposals to the relevant UNCTAD intergovernmental bodies, CSD and CSTD; Member States' views on the practical value and impact of policy recommendations.

Methodology 5.1 (a)

Readership and other surveys; regular review of the work programmes by intergovernmental bodies.

Indicator of achievement 5.1 (b)

Degree of implementation, effectiveness and impact of technical cooperation activities.

Methodology 5.1 (b)

Assessment against indicators contained in the relevant project documents as well as feedback from beneficiaries.

Outputs 5.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Trade and Development Board (2002/03);
- Annual sessions of the Commission on Trade in Goods and Services and Commodities (2002/03) and its Expert Meetings (2002/03);
- Working Party on the Medium-term Plan and the Programme Budget.

Parliamentary documentationUNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Trade and Development Board

- Contribution to the annual report on the Implementation of the Programme of Action for the least developed countries;
- Contribution to the review of the United Nations New Agenda for the Development of Africa (2002).

Commission on Trade in Goods and Services, and Commodities

- Reports on issues to be decided by the Commission (2) (2002/03);
- Reports to Expert Meetings of the Commission on issues to be decided by the Commission (2) (2002/03).

Commission on Sustainable Development

- Two reports as a follow-up to Rio + 10 on trade and sustainable development and on investment and sustainable development (2003).

Commission on Science and Technology for Development

- Issues note on industrial applications and public-private partnership in biotechnologies (2002).

Conference of the Parties to the Convention on Biological Diversity

- Contribution on UNCTAD's activities on biodiversity and the protection of traditional knowledge to UNEP annual report (2002/03).

WIPO Intergovernmental Committee on Genetic Resources and Traditional Knowledge

- Contribution on UNCTAD's activities on the protection of traditional knowledge (2002).

Ad hoc expert group meetings

- Indigenous development and transfer of environmentally sound technologies to developing countries. (TD/386 para. 147, 2nd bullet.) (1) (RB) (2002/03)
- Trade and development effects and opportunities of environmental measures on developing countries, in particular on medium-sized enterprises. (TD/386 para. 147, 4th bullet.) (1) (RB) (2002/03)

(b) Other substantive services

Recurrent publications

- Series D: Trade, Environment and Development – analytical studies (6) (2002/03);
- Contribution to the Trade and Development Report, World Investment Report and the annual Least Developed Countries Report, as may be required.

Non-recurrent publications

- Capacity Building Task Force on Trade and Environment: thematic studies and proceedings of regional workshops (8) (2002/03).

Booklets, pamphlets, fact sheets and information kits

- Capacity Building Task Force on Trade and Environment: briefing notes (6) (2002/03);

Technical material for outside users

- Trade environment and development Web site (updating throughout the biennium);
- Capacity Building Task Force on Trade and Environment Web site (updating throughout the biennium).
- Biotrade Web site (updating throughout the biennium);
- TRAINFORTRADE: modules on trade and environment (8) (2002/03);

(c) International cooperation and interagency coordination and liaison

- Cooperation with WTO in the context of a programme of substantive activities, including joint studies and technical cooperation, and participation to the WTO meetings. (1) (RB) (2002/03)
- Cooperation with regional and subregional intergovernmental organisations on international trade and related issues, such as through exchanges on substantive issues, data collection, technical assistance and contribution to their meetings. (1) (RB) (2002/03)
- Contribution to Commission on Sustainable Development and Commission on Science and Technology for Development on trade, environment and development issues, including preparation of and servicing of their meetings (1) (RB) (2002/03)
- Close cooperation with WIPO and WHO in promoting analysis and consensus building, in accordance with paragraph 147 of the Plan of Action of UNCTAD X, on trade, environment and development issues, including the link between public health and development (1) (RB) (2002/03)
- Cooperation with regional commissions, UNDP, UNEP, UN Convention on Biodiversity, Basel Convention, WIPO, WHO, UNIDO, World Bank and IMF in the area of trade, environment and development. (1) (RB) (2002/03)

- Briefing to NGOs and civil society associations on international trade and related issues. (1) (RB) (2002/03)
- Exchange of information on research activities with academic and research institutions with regard to international trade and related issues. (1) (RB) (2002/03)

(d) Technical cooperation

Advisory services

- Advisory missions to identify capacity building needs of developing countries in trade, environment and development (areas of assistance include: trade and biodiversity, and trade and developmental implications of the Kyoto Protocol flexibility mechanisms and national climate policy measures in developed countries.) (24) (2002/03) (RB/XB)

Group training

- Workshops on building national capacity in sustainable management of recoverable material/resources in rapidly industrializing (developing) countries, including such issues as waste minimization and the use of clean technologies. (4) (RB/XB) (2002/03)
- Training workshops on trade, environment and development as part of the UNEP/UNCTAD Capacity Building Task Force. (8) (RB/XB) (2002/03)
- Seminars and workshops on trade, environment and development, such as on: protection of traditional knowledge, valuing natural resources trade, implications of biotechnologies, environmentally sound technologies, multilateral environment agreements. (8) (RB/XB) (2002/03)
- Regional and/or thematic seminars on trade, environment and development as part of the UNEP/UNCTAD Capacity Building Task Force. (12) (RB/XB) (2002/03)
- Regional seminars on trade and investment in biodiversity and/or the protection of traditional knowledge. (5) (RB/XB) (2002/03)
- National workshops on multi-stakeholder approaches to address trade and environmental issues, including joint workshops with UNDP and UNIDO on climate change. (5) (RB/XB) (2002/03)

Field projects

- Country projects on trade and environment issues of concern to developing countries. (5) (RB/XB) (2002/03)
- Country project on environmentally sound and economically viable management of lead, as an environmentally problematic natural resource. (1) (RB/XB) (2002/03)
- Regional and subregional programmes of Biotrade. (3) (RB/XB) (2002/03)
- Interregional (1) and regional (3) projects on trade and environment. (4) (RB/XB) (2002/03)
- UNEP-UNCTAD Capacity Building Task Force on Trade, Environment and Development: country projects (8) and regional and/or sub-regional projects (4). (12) (RB/XB) (2002/03)
- Country programmes of Biotrade. (8) (RB/XB) (2002/03)

Subprogramme 9.4

Services Infrastructure for Development, Trade Efficiency and Human Resources Development

Objective 1

To assist capacity building of developing countries and countries with economies transition to improve their competitiveness in international trade by achieving greater efficiency in their trade-supporting services sectors, such as customs, transport (including transit), trade facilitation, logistics and electronic commerce, through policy analysis, consensus-building and, where appropriate, technical cooperation programmes.

Expected accomplishment 1.1

A better understanding in developing countries and countries with economies in transition of the implications for their development process of policy options and strategies (including their gender dimension, where applicable) in the areas of electronic commerce, customs, transport, trade facilitation and logistics.

External factors 1.1

Member States adopting policies recommended. Availability of sufficient extra-budgetary resources for outputs/activities marked XB.

Indicator of achievements 1.1 (a)

Relevance and usefulness of analytical outputs.

Methodology 1.1 (a)

Readership surveys of selected publications, and assessments by the beneficiaries of selected technical cooperation material.

Indicator of achievements 1.1 (b)

The value and the impact of policy recommendations on the development prospect of developing countries (including the gender equality aspects of the development process).

Methodology 1.1 (b)

Assessment by member States as expressed in the statements in the Commission on Enterprise, Business Facilitation and Development and other relevant intergovernmental bodies of UNCTAD, as well as reactions by member States to the policy recommendations by the Experts Meetings of the Commission.

Outputs 1.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Commission on Enterprise, Business Facilitation and Development (2002/03) and its Expert Meetings on issues to be decided by the Commission (2002/03).

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Commission on Enterprise, Business Facilitation and Development

- Reports on topics to be decided by the Commission (2) (2002/03);
- Reports to the Expert Meetings of the Commission on specific topics to be determined by the Commission (2) (2002/03).

Ad hoc expert group meetings

- Use of information technology in small ports. (1) (RB) (2002)

(b) Other substantive activities

Recurrent publications

- Review of Maritime Transport (2) (2002/03);
- Electronic Commerce and Development (2) (2002/03);
- Trade Point Review (2) (2002/03).
- Contribution to the annual Least Developed Countries Report (as required) (2002/03)

Non-recurrent publications

- Studies in the fields of the applied economics of transport, trade facilitation and multimodal transport (4) (2002/03).

Electronic, audio and video issuances

- Electronic Commerce and Development on CD-ROMs (2002/03).

Booklets, pamphlets, fact sheets and information kits

- Booklet on inter-institutional cooperation in the area of e-commerce and development (with ITC and WTO) (2) (2002/03).

Technical material for outside users

- Trade Logistics Web site (including on-line trade facilitation and transport newsletters);
- E-commerce and development Web site;
- Web site on international cooperation in the area of e-commerce (joint Web site with ITU and WIPO).

(c) International co-operation and inter-agency co-ordination and liaison.

- Cooperation with intergovernmental bodies (Andean Community, ASEAN, COMESA, ECO, ECOWAS, IGAD, LAS, EU, MERCOSUR, OAS, OECD, SADC, WCO, WTO) in the areas of trade facilitation, electronic commerce, transport, customs automation and reform. (30) (RB/XB) (2002/03)
- Cooperation with non-governmental organizations (IAFF, IAPH, IMTA, IRTU, IRU, ICC, IMC, IS, etc.), other education institutions, associations of exporters, trade promotion organizations & trade facilitation bodies. (20) (RB/XB) (2002/03)
- Coordination of and participation in activities of the UN system bodies (UNCITRAL, UNITAR, regional commissions, UNDP, ITC, ILO, IMO, ITU, UNIDO, WIPO, WMU, IMF, World Bank) in the areas of transport, trade facilitation, electronic commerce. (20) (RB/XB) (2002/03)

Expected accomplishment 1.2

An improvement in the efficiency of the trade-supporting services of developing countries and countries with economies in transition benefiting from the technical cooperation activities of the Division in areas such as transport, trade facilitation, logistics and electronic commerce.

External factors 1.2

Availability of sufficient extrabudgetary resources.

Indicator of achievements 1.2

Specific indicators of achievements for each technical cooperation project as specified in the relevant project documents. Where available, national benchmarking of the efficiency of trade-supporting services will also be used.

Methodology 1.2

Collection of data for each specific indicator as appropriate, depending on the nature of projects.

Outputs 1.2***(a) Servicing of intergovernmental and expert bodies*****Parliamentary documentation**Working Party on the Medium-term Plan and the Programme Budget

- Annual report on the implementation of the Trade Point Programme strategy (2) (2002/03).

(b) Other substantive activities**Booklets, pamphlets, fact sheets and information kits**

- ASYCUDA brochure (XB) (2002).

Technical material for outside users

- Update and maintenance of ACIS software (XB);
- Update and maintenance of ASYCUDA software (XB);
- Updated and expanded training materials for transport policy-makers and operators, focusing on the improvement of transport efficiency (2002/03);
- ACIS Web site (XB);
- ASYCUDA Customs Automation Web site (XB);
- The Global Trade Point Network Web site (XB).

(c) Technical cooperation (RB/XB)**Advisory services**

- Advisory services to interested member States on transport policies and international legal instruments, standards and rules related to the facilitation of international trade and transport. (8) (2002/03) (RB/XB)
- Advisory services to interested member States on the policy and practical aspects of electronic commerce. (6) (2002/03) (RB/XB)
- Advisory services to interested member States for the implementation and use of GTPNet tools and software. (8) (2002/03) (RB/XB)
- Advisory services to interested member States on the establishment and/or operation by Trade Points of regional forums and of an international federation of Trade Points. (8) (2002/03) (RB/XB)

Group training

- Workshops and seminars on issues of transport, trade facilitation and logistics, including their legal aspects (260 trainees). (12) (XB) (2002/03)
- Seminars and regional, subregional and national workshops on the economic, technical, legal and regulatory aspects of electronic commerce (300 trainees). (6) (XB) (2002/03)

- Regional courses to strengthen Trade Point management (120 trainees). (6) (XB) (2002/03)

Field projects

- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: advance cargo information (ACIS). (19) (XB) (2002/03)
- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: Trade Points. (10) (XB) (2002/03)
- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: capacity building in the area of electronic commerce. (3) (XB) (2002/03)
- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: transport and related services trade facilitation and logistics. (6) (XB) (2002/03)
- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: customs reform and automation (ASYCUDA). (30) (XB) (2002/03)

Objective 2

To enhance the availability in developing countries and countries with economies in transition of skills, knowledge and capacities relevant to the conduct of international trade.

Expected accomplishment 2.1

More effective human resource development, including the treatment of the specific needs of men and women in this area, in countries benefiting from the activities of the Division.

External factors 2.1

Member States adopting policies recommended. Availability of sufficient extra-budgetary resources for outputs/activities marked XB.

Indicator of achievements 2.1 (a)

Relevance and usefulness of training material.

Methodology 2.1 (a)

Follow-up surveys on the degree to which the training material or the contents of the training courses are used by the target beneficiaries.

Indicator of achievements 2.1 (b)

The value and the impact of policy recommendations in the area of human resource development on the development prospect of developing countries (including the gender equality aspects of the development process).

Methodology 2.1 (b)

Assessment by member States as expressed in the statements in the Commission on Enterprise, Business Facilitation and Development and other relevant intergovernmental bodies of UNCTAD, as well as reactions by member States to the policy recommendations by the Experts Meetings of the Commission.

Outputs 2.1

(a) Servicing of intergovernmental and expert bodies

Substantive servicing of meetings

- Annual sessions of the Commission on Enterprise, Business Facilitation and Development (2002/03) and its Expert Meeting on issues to be decided by the Commission (2003).

Parliamentary documentation

UNCTAD XI

- Contribution to the report of the Secretary-General to the Conference on relevant issues (1) (2003);

Commission on Enterprise, Business Facilitation and Development

- Reports on topics to be decided by the Commission (1) (2003);
- Report to the Expert Meeting of the Commission on specific topics to be determined by the Commission (1) (2003).

(b) Other substantive activities

Electronic, audio and video issuances

- TRAINMAR CD-ROM on the environmental management of ports (2002)(XB);
- TRAINFORTRADE CD-ROMs for its courses on: the analysis of the effects of international trade policies with a global model, trade and environment and modern port management (XB)(2002), and legal issues of electronic commerce (XB)(2003);
- TRAINFORTRADE pedagogic video (2002)(XB).

Booklets, pamphlets, fact sheets and information kits

- TRAINMAR brochure (XB)(2002);
- TRAINFORTRADE brochure (XB)(2002).

Technical material for outside users

- TRAINMAR pedagogic material for the training management workshop (2003)(XB);
- Five TRAINFORTRADE courses on: legal aspects of e-commerce (French version) (2002)(XB), fiscal aspects of e-commerce (2003)(XB), promotion of investment (2002)(XB), international trade finance and payments (XB) (2003), and commodity risk management (XB)(2003);
- On-line version of the two TRAINFORTRADE courses on: the analysis of the effects of international trade policies with a global model (XB)(2002), and trade and the environment (XB)(2003);
- Training materials on the application of distance learning to human resources development (1)(2002);
- TRAINMAR Web site (XB);
- TRAINFORTRADE Web site (XB).

(c) International co-operation and inter-agency co-ordination and liaison.

- Coordination of and participation in activities of UN system bodies (UNITAR, regional commissions, UNDP, ITC, ILO, IMO, WMU, IMF, World Bank) in the areas of human resources development and training. (5) (RB/XB) (2002/03)
- Participation in activities (including seminars, symposia and other meetings) of non-governmental organizations and academic centres supporting TRAINMAR and/or TRAINFORTRADE activities, and other education institutions. (5) (RB/XB) (2002/03).

(d) Technical cooperation (RB/XB)

Advisory services

- Advisory services to interested member States for the assessment of training needs in the trade-supporting services. (4) (2002/03) (XB)
- Advisory services to interested member States for the reinforcement of TRAINMAR centres and networks. (12) (2002/03) (XB)
- Advisory services to interested member States for the implementation of TRAINFORTRADE distance learning. (4) (2002/03) (XB)
- Advisory services to interested member States for the technical follow-up in the implementation of recommendations adopted during TRAINFORTRADE seminars. (8) (2002/03) (XB)

Group training

- Integrated seminars on HRD policy-making (50 trainees). (2) (XB) (2002)/03
- TRAINFORTRADE courses on different subjects related to international trade (an estimate of 15 trainees per course). (16) (XB) (2002)/03
- TRAINFORTRADE training of trainers seminars (an estimate of 15 trainees per course). (6) (XB) (2002)/03
- Training courses on the TRAINFORTRADE Port Certificate (an estimate of 120 trainees). (6) (XB) (2002)/03
- TRAINMAR pedagogic seminars (60 trainees). (4) (XB) (2002)/03

Field projects

- Substantive inputs to, and backstopping of specific support programmes for training in international trade aimed at capacity building in the LDCs (TRAINFORTRADE). (3) (XB) (2002)/03
- Substantive inputs to, and backstopping of national, regional and interregional projects in the fields of: regional and national projects for support to training institutions (TRAINMAR). (8) (XB) (2002)/03

Subprogramme 9.5

Least developed countries, Landlocked developing countries and small island developing States

Objective 1

To contribute to accelerated growth, poverty eradication and sustainable development of the least developed countries and their progressive and beneficial integration and participation into the global economy and international trading system, inter alia, through global follow-up and review of the implementation of the outcomes of the third United Nations Conference on the least Developed Countries and through the Integrated Framework for Trade-Related Technical Assistance to Least Developed Countries.

Expected accomplishment 1.1

A deepened understanding by and consensus among least developed countries and their development partners on policies requirements to achieve above objectives, as well as enhanced commitments and actions by the international community in official development assistance, external debt, trade concessions, gender dimension of their development prospect, and other related areas.

External factors 1.1

Member States adopting policies recommended and endorsed; multilateral organisations collaborating in the follow-up and review of implementation of the outcome of the Third UN Conference on the Least Developed Countries.

Indicators of achievement 1.1

Relevance and usefulness of analysis and policy proposals to the general Assembly, Trade and Development Board and other related international fora.

Methodology 1.1

Review of feedback from the General Assembly, Trade and Development Board and other international fora on the usefulness and quality of the output; review of press and outside commentators.

Outputs 1.1

(a) Servicing of Intergovernmental and Expert Bodies

Substantive servicing of meetings

- General Assembly. (2002/03)
- Preparatory meetings for UNCTAD XI, including regional meetings (as required). (2003)
- Annual and executive sessions of the Trade and Development Board. (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget. (2002/03)

Parliamentary documentation

General Assembly

- Report of the Secretary-General on the progress in the implementation of the Programme of Action for the Least Developed Countries for 2001-2010. (1) (2003)

Trade and Development Board

- Contribution to the report of the Secretary-General to the eleventh Conference on relevant issues. (1) (2003)
- Reports on the implementation by UNCTAD to follow up the outcome of the High-Level Meeting on Integrated Initiatives for Least Developed Countries' Trade Development. (445 (EX-16)) (4) (2002/03)
- Reports on least developed countries. (2) (2002/03)

UNCTAD Commissions

- Inputs as may be required on issues related to least developed countries. (2002/03)

Ad hoc expert group meetings

- Issues related to the theme of the annual Least Developed Countries Report. (2) (RB) (2002/03)

(b) Other Substantive Activities

Recurrent publications

- The Least Developed Countries Report (GA 53/182 and 52/187) (2) (RB) (2002/03) and its Overviews (2) (RB) (2002/03)
- The Least Developed Countries: A Statistical Profile (2) (RB) (2002/03)

Non-recurrent publications

- Background studies on specific regions or issues relating to landlocked and transit developing countries (GA 54/199 and 53/171) (8) (RB) (2002/03)

Press releases, press conferences

- Press briefings, interviews, press conferences in relation to the work on least developed countries, including: launching of the annual Least Developed Countries Reports, and on the Programme of Action for the Least Developed Countries for 2001-2010. (1) (RB) (2002/03)

Technical material for outside users

- Statistical and country profiles for least developed countries as part of the LDCs home page on the internet. (1) (RB) (2002/03)

(c) International cooperation, interagency coordination and liaison

- Contribution to and participation in the work of the WTO Sub-Committee on least developed countries. (1) (RB) (2002/03)
- Substantive support to annual meetings of Ministers of least developed countries. (GA 45/206, para. 16) (2) (RB) (2002/03)
- Substantive contribution to the work of the Committee for Development Policy on issues related to least developed countries. (4) (RB) (2002/03)
- Collaboration with relevant entities of the UN system, particularly regional commissions, to implement the outcome of the Third United Nations Conference on the LDCs, including participation to their meetings. (8) (RB) (2002/03)
- Substantive consultations and cooperation with relevant intergovernmental bodies, particularly regional & subregional institutions, to implement the outcome of the Third United Nations Conference on the LDCs, including participation to their meetings. (4) (RB) (2002/03)
- Contribution and participation to Interagency meetings to follow up, monitor & evaluate the implementation of the Programme of Action, as well as participation to sectoral/thematic meetings or country roundtables as part of monitoring process. (10) (RB) (2002/03)
- Liaison with the civil society, including NGOs and academic/research community, and the private sector on the work related to least developed countries. (1) (RB) (2002/03)

- Substantive support to the machinery of the Administrative Committee on Coordination on issues relating to least developed countries, including providing briefs/issue notes. (1) (RB) (2002/03)

(d) Technical Cooperation

Advisory services

- Assistance to least developed countries in monitoring and evaluating technical cooperation projects/programmes in the context of the Integrated Framework for Trade-Related Technical Assistance to LDCs. (20) (RB/XB) (2002/03)
- Advisory services to least developed countries and regional bodies for launching the process to implement the outcomes of the Third UN Conference on LDCs. (15) (RB/XB) (2002/03)
- Assistance to least developing countries in preparing UNDP country programmes, particularly in the light of the outcomes of the Third UN Conference on LDCs. (10) (RB/XB) (2002/03)
- Assistance to least developed countries in preparing analyses and information requested nationally on issues of concern to them, such as the development implication of multilateral trading systems. (10) (RB/XB) (2002/03)
- Assistance to least developed countries in preparing for trade-related round tables in the context of the Integrated Framework for Trade-Related Technical Assistance to LDCs, particular country presentations and multi-year technical cooperation programmes (10) (RB/XB) (2002/03)

Group training

- Workshops in selected least developed countries for the implementation of the activities in the follow-up to the High-Level Meeting and UNCTAD-wide integrated country programmes. (3) (RB/XB) (2002/03)

(e) Administrative Support Services

- Management of the Trust Fund for Least Developed Countries, including mobilization of resources particularly from non-traditional sources. (1) (RB) (2002/03)

Objective 2

To facilitate the improved participation and accelerated integration of land-locked and small island developing countries into the world economy and the international trading system, inter alia, through the implementation of internationally agreed measures in favour of these two groups of countries.

Expected accomplishment 2.1

Further progress in the implementation of the Global Framework for Transit Transport Cooperation between Landlocked and Transit Developing Countries and the Donor Community.

External factors 2.1

Member States adopting policies recommended and endorsed; availability of up-to-date and accurate data on land-locked developing countries; availability of sufficient extra-budgetary resources for outputs/activities marked XB.

Indicator of achievement 2.1

Progress in the removal of physical infrastructure bottlenecks and non-physical barriers.

Methodology 2.1

Examination of progress through studies to be conducted as the basis for the reports to General Assembly and other relevant bodies.

Outputs 2.1

(a) Servicing of Intergovernmental and Expert Bodies

Substantive servicing of meetings

- General Assembly. (2002/03)
- Preparatory meetings for UNCTAD XI, including regional meetings (as required). (2003)
- Annual and executive sessions of the Trade and Development Board. (2002/03)
- Sixth Meeting of Governmental Experts from Land-locked and Transit Developing Countries and Representatives of Donor Countries and Financial and Development Institutions (2003)
- Working Party on the Medium-term Plan and the Programme Budget. (2002/03)

Parliamentary documentationGeneral Assembly

- Report of the Secretary-General on Transit Environment in the Land-locked States in Central Asia and their transit neighbours. (1) (2002)
- Report of the Secretary-General on specific actions related to the particular needs and problems of landlocked countries. (1) (2002)

Trade and Development Board

- Contribution to the report of the Secretary-General to the eleventh Conference on relevant issues. (1) (2003)

Meeting of Governmental Experts from Land-locked and Transit Developing Countries and Representatives of Donor Countries and Financial and Development Institutions

- Reports on further measures to improve the transit transport systems of land-locked and on transit transport system in African, Asian and Latin American land-locked countries. (2) (2002/03)

Ad hoc expert group meetings

- Expert meeting on opportunities for joint ventures on transit transport between land-locked and transit developing countries. (GA 54/199) (1) (RB) (2002)

(b) Other Substantive Activities

Non-recurrent publications

- Background studies on specific regions or issues relating to landlocked and transit developing countries (GA 54/199 and 53/171) (8) (RB) (2002/03)

Press releases, press conferences

- Press briefings, interviews, press conferences in relation to the work on issues of land-locked developing countries, such as on the signing of bilateral/regional transit transport agreement. (1) (RB) (2002/03)

Booklets, pamphlets, fact sheets, wall charts, information kits

- Brochures on road traffic information systems. (1) (RB) (2002/03)

Technical material for outside users

- Development of bilateral/regional agreements designed to facilitate transit trade. (1) (RB) (2002/03)

(c) International cooperation, interagency coordination and liaison

- Substantive support to meetings of Ministers of land-locked developing countries and/or on transit transport issues, and possible regional preparatory meetings for the ministerial meetings. (GA 54/199) (4) (RB) (2002/03)
- Liaison with the private sector and civil society in the context of the work relating to land-locked developing countries. (1) (RB) (2002/03)
- Liaison and coordination with relevant intergovernmental bodies, entities of the UN system and other relevant organization on specific problems of landlocked developing countries, including contribution and participation to their meetings. (6) (RB) (2002/03)

(d) Technical Cooperation**Advisory services**

- Advisory services to landlocked developing countries for evaluation of their transit transport system and assistance in developing technical cooperation projects to improve their transit transport systems. (4) (RB/XB) (2002/03)

Group training

- Workshops related to transit transport for Government officials and private sector operators of landlocked developing countries and their transit neighbours. (2) (RB/XB) (2002/03)

Field projects

- Substantive inputs to, and coordination of field projects designed to strengthen transit transport cooperation between landlocked and transit countries, including the development of software tools for transit transport monitoring. (1) (RB/XB) (2002/03)

Expected accomplishment 2.2

Progress in preventing the marginalization of Small Island Developing States (SIDS) from the global economy through successful implementation of the economic aspects of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States.

External factors 2.2

Member States adopting policies recommended and endorsed; availability of up-to-date and accurate data on small island developing countries; availability of sufficient extra-budgetary resources for outputs/activities marked XB.

Indicators of achievement 2.2

Understanding and acceptance by SIDS community and individual SIDS of measures to maximize the benefits for island economies of trade liberalization and globalization.

Methodology 2.2

Review of efficiency, among individual SIDS, in translating UNCTAD's policy advice into concrete action.

Outputs 2.2**(a) Servicing of Intergovernmental and Expert Bodies****Substantive servicing of meetings**

- Preparatory meetings for UNCTAD XI, including regional meetings (as required). (2003)
- Annual and executive sessions of the Trade and Development Board. (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget. (2002/03)

Parliamentary documentationGeneral Assembly

- Contribution to the report of the Secretary-General on the implementation of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States. (GA 49/122) (2) (2002/03)

Commission on Sustainable Development

- Inputs to the report of the Secretary-General on the implementation of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States. (2) (2002/03)

Trade and Development Board

- Contribution to the report of the Secretary-General to the eleventh Conference on relevant issues. (1) (2003)

(b) Other Substantive Activities

Press releases, press conferences

- Press briefings, interviews, press conferences in relation to the work on issues of small island developing countries. (1) (RB) (2002/03)

Technical material for outside users

- Technical studies prepared in anticipation of a possible second global conference on the sustainable development of Small Island Developing States. (2) (RB) (2002/03)
- Methodological and statistical work on vulnerability indicators of Small Island Developing States. (1) (RB) (2002/03)

(c) International cooperation, interagency coordination and liaison

- Participation in and providing substantive support to relevant intergovernmental, regional and inter-regional meetings of small island developing countries. (4) (RB) (2002/03)
- Collaboration with DESA and other relevant bodies with regard to the implementation of the Programme of Action for the Sustainable Development of Small Island Developing States, and contribution to their work for the Committee for Development Policy. (4) (RB) (2002/03)
- Contribution to and participation in the meetings of Small States Forum in the framework of the annual meetings of the World Bank. (2) (RB) (2002/03)
- Liaison with the private sector and civil society in the context of the work relating to small island developing countries. (1) (RB) (2002/03)

(d) Technical Cooperation

Advisory services

- Advisory services to small island developing States prepare and implement technical cooperation projects and programmes. (6) (XB) (2002/03)

D. Programme Support

Objective 1

To ensure the effective management of the intergovernmental structure and conference servicing for all UNCTAD meetings.

Expected accomplishment 1.1

Improved scheduling of meetings.

Expected accomplishment 1.2

Improved conference servicing.

Expected accomplishment 1.3

Well coordinated follow-up to the Third UN Conference on LDCs, and preparation and organization of UNCTAD XI and their preparatory events.

Indicators of achievement 1.1

Resource utilization factor of conference facilities.

Indicators of achievement 1.2 (a)

Member States expressing above-average satisfaction with quality of conference servicing.

Indicators of achievement 1.2 (b)

Percentage of documents submitted by the requested date.

Indicators of achievement 1.3

Satisfaction expressed by participants on coordination, liaison with delegations and other aspects of organization.

Outputs 1

(a) International Cooperation and Interagency Coordination and Liaison

- Coordination and liaison with the Group of 77 and China, Groups B and D of UNCTAD intergovernmental bodies, and the European Union to facilitate their effective participation to UNCTAD intergovernmental meetings (RB) (2002/03)
- Support for Ministerial and high-level meetings of the Group of 77 and its Chapter meetings. (1) (RB) (2002/03)
- Coordination with UNCITRAL and the Joint Advisory Group on the International Trade Centre in connection with their reporting to the Trade and Development Board. (RB) (2002/03)
- Liaison with and non governmental organizations in connection with their participation in the intergovernmental machinery of UNCTAD. (RB) (2002/03)
- Participation in: Committee on Conferences; Inter-Agency Meeting on Language Arrangements, Documentation and Publications. (RB) (2002/03)

(b) Conference Services

Technical servicing of meetings

- Annual sessions of UNCTAD Commissions, as well as their Expert Meetings (180) (2002/03)
- Consultations of the Secretary-General of UNCTAD and of the President of the Trade and Development Board with the member States. (20) (2002/03)
- International commodity conferences. (60) (2002/03)
- Meetings of the Commission on Science and Technology for Development (ECOSOC subsidiary body). (10) (2002/03)
- Seminars, study groups, and other ad hoc meetings. (70) (2002/03)

- Annual and executive sessions of the Trade and Development Board, and its meetings for the Mid-term Review and the preparatory process for UNCTAD XI. (120) (2002/03)
- Meeting of Governmental Experts from Land-locked and Transit Developing Countries and Representatives of Donor Countries and Financial and Development Institutions. (10) (2002/03)
- Sessions of the Working Party on the Medium-term Plan and Programme Budget. (40) (2002/03)

Translation and editorial services

- Editing of UNCTAD documentation and submission for translation. (2002/03)

Other conference services

- Development and operation of the inter-agency video-conferencing facility. (2002/03)
- 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. (2002/03)
- Preparation and dispatch of official correspondence. (2002/03)

Objective 2

To increase the responsiveness and reliability of information technology support services for UNCTAD's Local Area Network and workstation installations.

Expected accomplishment 2.1

Increased availability of information technology support services.

Expected accomplishment 2.2

User satisfaction with the reliability of support services provided.

Expected accomplishment 2.3

Enhanced presence of UNCTAD on the Internet.

Indicators of achievement 2.1

Percent uptime of computer systems, and average response time to service requests.

Indicators of achievement 2.2

Feedback from users indicating the degree of satisfaction with timeliness, quality and range of services.

Indicators of achievement 2.3 (a)

Volume of information maintained on the websites, and frequency of updates.

Indicators of achievement 2.3 (b)

Number of hits on UNCTAD Web site.

Outputs 2

(a) Administrative Support Services

Central support services

- Electronic publishing support: Assistance to Divisions in planning and preparing publications in CD-ROM or other electronic media, graphics/artist support to publishing activities, and coordination of desktop publications activities. (2002/03)
- Electronic publishing support: Maintenance and quality control of UNCTAD Web site, technical coordination with ICC on the Web site, as well as preparation of general pages and coordination of Divisional pages in the Web site. (2002/03)
- Information technology support (applications maintenance and development): Operational support for major applications (e.g. document management systems, statistical database systems) and development of new applications as required. (2002/03)

- Information technology support (communications infrastructure): Maintenance and enhancement of Local Area Network infrastructure, maintenance of internal and external communications links, and support to electronic mail and fax systems. (2002/03)
- Information technology support (installation and user support): Installation, redeployment and maintenance services, maintenance of inventory, resource use monitoring, user helpdesk and support for personnel computer and mainframe software applications. (2002/03)
- Information technology support (systems analysis and development): Integrated oversight of IT systems in UNCTAD, ensuring their mutual compatibility and consistencies with outside technology, and planning and development of new systems. (2002/03)

Objective 3

To ensure an effective, efficient, and systematic management of financial and human resources.

Expected accomplishment 3.1

Strict compliance with United Nations Financial Regulations and Rules and budgetary policies and procedures in the financial administration of departmental programmes.

Expected accomplishment 3.2

Cost-effective utilization of financial and staff resources in accordance with approved expenditure levels.

Expected accomplishment 3.3

Decrease in the vacancy level.

Expected accomplishment 3.4

Timely provision of offices supplies and equipment.

Indicators of achievement 3.1

Number of audit observations, notes from OPPBA on non-compliance with Financial Regulations and Rules and budgetary policies.

Indicators of achievement 3.2

Numbers of requests for overtime, consolidated travel plans, and requests for temporary assistance.

Indicators of achievement 3.3

Number of vacant posts.

Indicators of achievement 3.4

Average time between receipt of requisitions and delivery of goods and services.

Outputs 3

(a) Servicing of Intergovernmental and Expert Bodies

Substantive servicing of meetings

- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003)
- Annual and executive sessions of the Trade and Development Board (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget (2002/03)

(b) International Cooperation and Interagency Coordination and Liaison

- Participation in: Inter-Agency Archives Committee; and inter-agency and other meetings dealing with UN common system personnel questions. (RB) (2002/03)

(c) Administrative Support Services

Human resources management

- Assisting UNCTAD management on personnel management policies & practices, on appropriate measures to implement pertinent resolutions by the GA and directives of OHRM, and on new approaches and adaptation of existing policies & practices. (2002/03)
- Personnel administration, staff security and welfare, performance management, staff development and training, and separation of staff under 100, 200 & 300 series of the Staff Rules. (2002/03)
- Representing UNCTAD management in the staff-management relations, such as in the discussions with staff representative bodies, on personnel and related matters. (2002/03)
- Vacancy management, recruitment, placement and promotion of staff under 100 & 300 series of the Staff Rules; recruitment, servicing and reclassification of project personnel; recruitment and servicing of consultants, individual contractors and interns. (2002/03)

Programme planning, budget and accounts

- Programme budget: Preparation of relevant sections of the programme budget proposals for the biennium 2004-2005; and budgetary and administrative preparation for UNCTAD XI. (2002/03)
- Financial reporting and accounting: Financial control and certification of all accounts under regular budget funds allotted to UNCTAD, including activities under the regular programme of technical cooperation, and the development account projects. (2002/03)
- Financial reporting and accounting: Financial reporting and accounting under delegated authority for all technical cooperation projects funded from various donor sources outside the regular budget. (2002/03)
- Financial reporting and accounting: Maintenance of records on travel, consultants, activities under the regular programme of technical cooperation, and training activities for reporting purposes. (2002/03)
- Financial reporting and accounting: Review, maintenance and correction of accounts, and processing of inter-office vouchers and journal vouchers, both for regular budget and extra-budgetary funds. (2002/03)
- Programme budget: Administration of allotments; control of the staffing table; certification and reporting on the utilization of approved resources; and preparation of budget performance reports & vacancy statistics reports. (2002/03)

Central support services

- Facility management: Organization of office accommodation, interfacing with UNOG for office maintenance and equipment, management of storage areas and publication stocks, discard of secretariat assets through Property Survey Board. (2002/03)
- Other general services: interfacing with UNOG on security matters, handling freight and courier express arrangements, handling insurance policies, processing of invoices, issuance of UNCTAD telephone directories, archiving administrative files. (2002/03)
- Procurement services: Assisting UNCTAD management on policies relating to procurement procedures and related IMIS flows; processing of grants to non-profit bodies; costing and handling publishing and printing requests, including external printing. (2002/03)
- Procurement services: Liaison with UNOG, UNDP field offices and field project teams for all actions involving the procurement of goods and services under 100 series of the Financial Rules. (2002/03)
- Procurement services: Yearly statistical reporting on project procurement to UNDP, liaison with Inter-Agency Procurement Services Office, monitoring of extra-budgetary procurement inventory, and transfer of project assets to Governments. (2002/03)
- Travel: Preparation of cost-estimates, travel requests, and rosters for payment of daily subsistence allowances, for official travel of staff and consultants/experts, both on regular budget and extra-budgetary funds. (2002/03)

Objective 4

To enhance effectiveness of UNCTAD's technical assistance for beneficiary countries in their efforts to integrate into the world economy and to maximize their development prospects.

Expected accomplishment 4.1

A sound basis provided for beneficiary countries to assess their needs for technical assistance from UNCTAD, and the most effective delivery of such assistance through coordinated approach.

Expected accomplishment 4.2

Maximum utilization of complementarity of technical cooperation activities with analytical work.

External factors 4.1

Timely availability of extra-budgetary resources.

Indicators of achievement 4.1

Quality and effectiveness of technical assistance, as a package, provided by UNCTAD, as assessed by beneficiary countries and other partners.

Indicators of achievement 4.2

Assessment by all member States, including beneficiaries and donors of technical cooperation, as expressed at Trade and Development Board and its subsidiary bodies, in particular the Working Party on Medium-term Plan and Programme Budget.

Outputs 4

(a) Servicing of Intergovernmental and Expert Bodies

Substantive servicing of meetings

- Preparatory meetings for UNCTAD XI, including regional meetings (as required) (2003)
- Annual and executive sessions of the Trade and Development Board (2002/03)
- Working Party on the Medium-term Plan and the Programme Budget (2002/03)

Parliamentary documentation

UNCTAD XI

- Contribution to report of the Secretary-General to the eleventh session of the Conference on issues related to technical cooperation. (1) (2003)

Working Party on the Medium-term Plan and the Programme Budget

- Annual Indicative Plan for Technical cooperation (also submitted to the Trade and Development Board). (2) (2002/03)
- Contribution to the report of Mid-term Review of UNCTAD X Plan of Action (also submitted to the Trade and Development Board). (1) (2002)
- Reports on review of technical cooperation activities (also submitted to the Trade and Development Board). (2) (2002/03).

(b) Other Substantive Activities

Non-recurrent publications

- A review of major UNCTAD technical cooperation activities (1) (2003)

Exhibits, guided tours and lectures

- Seminars and lectures on issues related to technical cooperation (6) (2002/03)

(c) International Cooperation and Interagency Coordination and Liaison

- Cooperation and consultations with UN Development Group and other agencies for the preparation of Common Country Assessments and United Nations Development Framework. (8) (RB) (2002/03)
- Participation and cooperation with agencies providing trade-related technical cooperation, such as UNDP, ITC, WTO, WIPO. (RB) (2002/03)

Field projects

- Management of interregional operational activities providing general support to technical cooperation in all areas of UNCTAD (1) (RB/XB) (2002/03)

Objective 5

To facilitate cooperation and coordination between UNCTAD and inter-agency machinery.

Expected accomplishment 5.1

Enhanced contributions to inter-agency related issues.

Indicators of achievement 5.1

Timely and accurate submission of contributions.