



United Nations
Educational, Scientific and
Cultural Organization

Ref.: CL/4117

24 July 2015

Subject: **Draft Resolutions (DR) Amendments to document 38 C/5 Draft (2016-2017)**

Sir/Madam,

In anticipation of the 38th session of the General Conference of UNESCO, which will be held from **3 to 18 November 2015**, it is appropriate to recall the procedures to be followed by Member States in proposing amendments to document 38 C/5 Draft (2016-2017).

Allow me to draw your attention to the fact that document 37 C/5, the Approved Programme and Budget for 2014-2017, was based on quadrennial programming in accordance with 36 C/Resolution 105 in which the General Conference decided to extend the C/5 programme cycle from two to four years, starting with document 37 C/5, and to maintain the biennial cycle for the appropriation of the budget of the C/5 document.

During the examination of the budget issues relating to draft document 38 C/5, the Executive Board, at its 196th session, recommended to the General Conference to approve a budget ceiling of \$667 million for the 2016-2017 biennium, comprising \$653 million of assessed contributions as well as \$14 million additional appropriations taken from the unspent balance of Part V of document 37 C/5 Approved and the unspent balance of the Special Emergency Multi-Donor Fund for UNESCO Priority Programmes and Reform Initiatives.

Document 38 C/5 Draft consists of three parts:

- Volume 1, which contains proposed modifications to the Resolutions in the 37 C/5 Approved;
- Volume 2, which presents information related to the proposed expected results, performance indicators and 2017 targets under a budget scenario of \$653 million; and
- Addendum 2 to 38 C/5 which contains the Expenditure plans based on expected assessed contributions.

Document 38 C/6 containing the Executive Board's recommendations on document 38 C/5 Draft (2016-2017) was sent to Member States together with the letter of invitation to the 38th session of the General Conference (CL 4116 dated 21 May 2015).

Draft amendments to Volume 1 of document 38 C/5 Draft are subject to the admissibility criteria and the procedures set forth in Rules 79 and 80 (former 80 and 81) of the Rules of Procedure of the General Conference.

Submission timetable

In the framework of the above mentioned rules, I consider it useful to draw your attention to the following points:

1. Draft amendments to Volume 1 of document 38 C/5 Draft should reach the Director-General at least **six weeks** before the opening of the session, i.e. by **21 September 2015** at the latest; draft amendments received after that date will not be processed.¹
2. The letters by which the Director-General makes known whether the draft amendments received are considered admissible, or not, must reach the sponsors at least 20 days before the opening of the session, i.e. by **14 October 2015** at the latest. Any draft amendment for which a response is not received by that date will be considered inadmissible. Draft amendments considered inadmissible by the Director-General will not be distributed.
3. Nevertheless, any sponsor of a draft amendment considered inadmissible by the Director-General may appeal against the conclusion no later than five days before the opening of the session, on **29 October 2015**. Any appeal not meeting the deadline or not reasoned will be rejected. Draft amendments that the Legal Committee recommends to the General Conference as admissible will be published as soon as possible.

Admissibility criteria

The Legal Committee (LEG) of the General Conference defined the following criteria for declaring draft amendments that have "budgetary implications" as inadmissible:

1. Amendments that do not relate to a draft resolution proposed in Volume 1 of document 38 C/5 Draft;
2. Draft amendments the budgetary implications of which are equal to or lower than US \$46,000;
3. Draft amendments that are not international, regional or subregional in scope;

¹ It is to be noted that this deadline applies to all draft amendments related to the Draft Programme and Budget (C/5) irrespective of their having budgetary implications or not.

4. The activity proposed in the draft amendment meets all the conditions required in order to be financed under the Participation Programme.

Furthermore, the General Conference, through its 36 C/Resolution 104 on the Independent External Evaluation of UNESCO, stressed that clear identification of the main line of action from which the resources should come should be made an admissibility criterion for draft resolutions with financial implications. At the 38th session this will therefore become an additional criterion for the admissibility of draft resolutions relating to 38 C/5.

According to Rule 79, paragraph 3 of the Rules of Procedure of the General Conference, “Draft resolutions with financial implications for the Organization’s regular budget should clearly identify the Part and, where appropriate, the main line of action (MLA) for the Draft Programme and Budget from which the resources should come. The budget implications, regardless of the proposed source of funding, shall be higher than the ceiling set for requests for assistance under participation programme for projects or activities with a regional impact.

Therefore, irrespective of the Part of the budget concerned, Member States proposing draft amendments to document 38 C/5 (Volume 1) are invited to indicate clearly the amount and, in all cases, the source of funding envisaged, the **programme activity shown in document 38 C/5 Draft that would be curtailed or abolished for the purpose of releasing appropriate funds, or an attempt to find extrabudgetary resources.** Otherwise it will not be possible for the Director-General to release resources to take action, during the execution of the Programme.

Draft resolutions involving several parts of the Programme

Some draft resolutions propose amendments (with budgetary implications) which refer to two or more resolutions contained in Volume 1 of document 38 C/5 Draft (2016-2017), the examination of which is entrusted to two or more Commissions of the General Conference. These draft resolutions will be examined by the Joint Meeting of Commissions, scheduled towards the end of the session. If necessary, the Bureau of the Conference may propose other arrangements for the examination of this kind of draft resolution.

Submission of draft resolutions

According to the admissibility criteria mentioned above, draft resolutions are to be drafted as amendments (modification, deletion or addition) to the texts of the existing resolutions contained in Volume 1 of document 38 C/5. Member States wishing to do so may add a note of up to 20 lines to explain the aims and objectives of the amendment proposed. The attached form (see Annex) must be used for this purpose. No other additional text will be published.

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The form should be sent to the Secretariat of the General Conference (e-mail: p.ieroz@unesco.org).

Member States are invited, when communicating to the Secretariat the draft resolutions that they wish to submit to the General Conference, to include an e-mail address for any future communication.

Accept, Sir/Madam, the assurances of my highest consideration.

Irina Bokova
Director-General

cc: National Commissions for UNESCO
Permanent Delegations to UNESCO

ANNEX

**FORM FOR THE SUBMISSION OF DRAFT RESOLUTIONS
PROPOSING THE ADOPTION OF AMENDMENTS TO THE DOCUMENT 38 C/5 DRAFT
CONCERNING THE 2016-2017 FINANCIAL PERIOD**

38th SESSION OF THE GENERAL CONFERENCE

**Draft resolution proposing the adoption of amendments to Volume 1 of Document 38 C/5
Draft concerning the 2016-2017 financial period**

Submitted by:

State(s)

Referring to:

Volume 1 of document 38 C/5

Number of draft resolution:¹

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.....

**Proposed modification, deletion or addition
(specify paragraph):**

State the amount of budgetary implications of the proposed amendment:

.....

Indicate the proposed source of funding (budget proposed for other parts of document 38 C/5 or extrabudgetary resources):

.....

¹ Paragraph number of the box containing each draft resolution.

Explanatory note (no more than 20 lines)

Please provide an email address for subsequent correspondence:.....

.....

Name:.....

Date:.....

Signature(s) for each sponsoring State

FORM TO BE SENT BY E-MAIL:

E-MAIL: p.jerez@unesco.org