



United Nations
Educational, Scientific and
Cultural Organization

**IPDC THE INTERNATIONAL PROGRAMME
FOR THE DEVELOPMENT OF COMMUNICATION**

H.E. Mr Stanley Simataa
Chairperson of the open-ended
Working Group on governance,
procedures and methods of work of
the Governing bodies of UNESCO

8 December 2016

Sir,

I would like to inform you that, as requested in your letter (ref. GBS-SCG-16-031) dated 6 April 2016, the 30th session of the IPDC Council, which was held on 17-18 November 2016 in UNESCO HQ, considered an agenda item on "Follow-up to the Audit of the Governance of UNESCO and dependent funds, programmes and entities, and to the recommendations of the External Auditor's report contained in document 38 C/23". This agenda item was then followed by discussion.

As a result of the discussion, IPDC Council Members decided to conduct an open consultation on IPDC governance in the following weeks. You will find the link to the decision adopted by the Council below.

I will be informing the Working Group on the results of this consultation as soon as this is conducted in January 2017. In the meantime, please find attached the fact sheet on IPDC governance duly filled in.

Yours faithfully,

Ms Shala Albana
Chairperson

Intergovernmental Council of IPDC

cc. Vice-Chairs of the Working Group: Angola, Bahrein, Hungary, Norway, Philippines, Venezuela

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Agenda item:

http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/CI/CI/pdf/IPDC/ipdc_council_30_1_prov_rev3_en.pdf

Document for discussion:

http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/CI/CI/pdf/IPDC/ipdc_council_30_11_en.pdf

Decision adopted by the Council:

http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/CI/CI/pdf/IPDC/ipdc_30_council_decisions_en.pdf

FACT SHEET

QUESTIONNAIRE TO BE FILLED OUT BY THE SECRETARIATS OF UNESCO'S INTERNATIONAL AND INTERGOVERNMENTAL BODIES

1. Committee/Institute/Convention/Commission/Programme

a. Mandate and objectives

“To contribute to sustainable development, democracy and good governance by fostering universal access to and distribution of information and knowledge by strengthening the capacities of the developing countries and countries in transition in the field of electronic media and the printed press” (Resolution 43/32 of 15 October 2003).

b. Do you have specific goals for the work foreseen in the current biennium?

There are six priority areas for IPDC's current work:

- Supporting media pluralism (particularly community media) and independence (improving professional standards)
- Promoting the safety of journalists
- Countering hate speech, promoting conflict-sensitive journalism or promoting cross-cultural/religious dialogue
- Supporting law reform fostering media independence
- Conducting media assessments and research based on UNESCO's Media Development Indicators (MDIs), the Gender-Sensitive Indicators for the Media (GSIM) or the Journalism Safety Indicators (JSIs)
- Capacity building for media professionals, including improving journalism education

c. Number of members and length of mandate periods for members

39 member States of UNESCO, elected by the General Conference. The term of office shall extend from the end of the General Conference during which they are elected until the end of its second subsequent ordinary session (4 years).

d. Are the members organized by electoral groups?

Yes. The Council shall be composed of 39 member States of UNESCO... taking into account the need to ensure equitable geographical distribution and appropriate rotation. Each retiring member shall be replaced by a member belonging to the same regional group. (IPDC Statutes)

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- e. Intergovernmental or personal capacity/expert capacity of members

Council members are representatives of Member States but they shall preferably be specialists in the fields covered by the IPDC.

- f. Have chairperson or/and Members States received introduction to the work and working methods?

The Chairperson is briefed by the Secretariat upon election. The Secretariat provides scenarios to guide the Chair on how to conduct the Council and Bureau meetings. Moreover, the Secretariat prepares draft speeches for the Chair's interventions.

- g. Are Observers authorized to participate and/or take the floor?

Yes, all Member States are invited to attend to Council meetings as observers. In addition, NGOs and other stakeholders in the media field are also invited to attend IPDC meetings as observers. Observers are invited to take the floor but cannot vote. The media covering the event are also welcome to attend.

- h. Meeting frequency and length

Council meetings are organized once every two years and last two days.

- i. How many languages are interpreted during the meetings?

Council meetings offer interpretation in the six UN official languages.

- j. Where do the meetings take place?

In UNESCO HQ (Paris, France), Room X.

- k. Overall budget, including corresponding funding sources broken down as follows:

	RP (per biennium)	Other sources (per biennium)
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Organizing Statutory meetings (including Bureau and Council meeting)	US\$ 123,327	
Operational activities	US\$ 51,202	US\$ 3,000,000
UNESCO staff (approximate budget in lump sum)	US\$ 295,000 (CI Audit)	

2. Bureau (if any)

- a. Number of members, mandate period, number of times for possible reelection

The IPDC Bureau has 8 members: 1 Chair, 1 Rapporteur, 3 Vice-Chairs and 3 regular members. They are elected for a period of two years. Every Council meeting elects a new Bureau. Members can be re-elected consecutively.

- b. Intergovernmental or personal capacity/expert capacity?

Bureau members are representatives of Member States but they shall preferably be specialists in the fields covered by the IPDC

- c. Meetings frequency and length

Bureau meetings are organized once a year and last two days.

- d. Are observers allowed to participate and/or speak?

All Council members are invited to attend Bureau meetings as observers. In addition to this, NGOs and other stakeholders in the media field are also invited to attend IPDC Bureau meetings as observers. Observers are invited to take the floor but cannot vote.

- e. Interpretation during the meetings?

Bureau meetings provide interpretation services in English and French.

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f. How many languages interpreted during the meetings?

Two, English and French.

g. Where do the meetings take place?

In UNESCO HQ (Paris, France).

h. Are minutes of the meetings of the Bureau prepared? Are the minutes distributed and to whom?

Yes, a report of the meeting is submitted to the Rapporteur for approval and then made available on IPDC's website. It is also formally submitted for approval to the following meeting of the IPDC Bureau.

3. Rules of procedure

a. Who adopts the rules of procedure?

The rules of procedure are part of the Statutes which were approved by the General Conference in October 2003.

b. Preparation of meeting

i. Who decides agenda?

The Secretariat prepares a draft in consultation with the Chair. The agenda is then adopted (or amended) by the Council/Bureau members.

ii. When are documents sent out?

All documents are sent out to Council/Bureau members six weeks before the meeting.

iii. Are they sent out in paper form?

No. They are posted on-line.

iv. Can you opt out of receiving printed documents?

Does not apply.

v. Who decides the timetable?

Same as for the agenda (see i above).

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- vi. Who convenes the meeting?
The Director-General invites Member States to participate in the Council meeting.
- vii. Do you open up for video meetings?
Meetings are livestreamed on-line.
- viii. Can there be extraordinary sessions?
Due to budgetary limitations, no extraordinary session is organized.
 - i. If yes: how?
- ix. Do you appoint sub groups or sub committees?
No.
 - i. If so for what duration and for which tasks?
Does not apply.
- c. Decision-making
 - i. Who prepare draft decisions?
The Secretariat prepares decisions for each document submitted to the Council/Bureau. But sometimes for particular issues, the initiative may come from Member States.
 - ii. Until when can member states suggest new draft decision or amendments?
Currently there is no deadline.
 - iii. Are observers allowed to participate and/or speak?
Yes, they can participate and speak.
 - iv. How are decisions adopted?
By consensus.

4. Relation to General Conference and Executive Board and to other intergovernmental organs

- a. Do you formally submit proposals for the program and budget of UNESCO (C/5)?

Yes.

- a. If yes, how?

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IPDC Secretariat ensures that contributions related to the IPDC meetings and programmes are provided during the C/5 planning exercise.

- b. How do you follow-up the General Conference's resolutions?

Where relevant, these are brought to the attention of the Council through an agenda item or by Director-General's report on activities of the Programme in the previous biennium. They may also be brought to the attention of the Bureau where relevant.

- c. Do you give input to the Executive Board in your field of competence?

No, IPDC Council reports directly to the General Conference.

- d. Do you report on your activities to the General Conference and/or to the Executive Board more than once during each four year programme period?

IPDC Council reports to each General Conference meeting, so every two years.

- e. How do you follow-up the Executive Board decisions?

Where relevant, these are brought to the attention of the Council through an agenda item or by the Director-General's report on activities of the previous biennium. They may also be brought to the attention of the Bureau where relevant.

- f. Does a specific framework exist to collaborate with other international and intergovernmental bodies?

Collaboration takes place on an ad-hoc basis such as common interests in co-hosting an event or in inter-relating specific programmes or projects.

- 5. Any others comments regarding the governance of international and intergovernmental bodies**

- 6. Please provide the reference and if possible hyperlink to the relevant statutory documents, including General Conference Resolutions establishing the bodies and relevant Executive Board decisions**

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http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/CI/CI/pdf/ipdc2010_collection_of_basic_texts.pdf