

## 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**

The International Basic Sciences Programme, hereinafter referred to as the "IBSP", aims at the reinforcement of intergovernmental cooperation in strengthening national capacities in the basic sciences and science education through major region specific actions involving a network of national, regional and international centres of excellence or benchmark centres in the basic sciences (32 C/Resolution 14, para. 6(a)).

A Scientific Board, hereinafter referred to as the "Board", is hereby established as a category V Advisory Committee to monitor the IBSP and to advise the Director-General thereon. In conformity with the rules concerning Advisory Committees, the reports of the Board shall be addressed to the Director-General, who shall decide what use shall be made of them. The Executive Board shall be kept informed by the Director-General of the results of the Committee's proceedings.

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

To strengthening scientific capacities among our member states through collaborative action and networking

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

The IBSP Board shall be composed of up to 30 members appointed by the Director-General of UNESCO, for a period a 3 years renewable on time. They are appointed following consultation with National Commissions for UNESCO, and principal partners of UNESCO in the basic sciences, such as the Third World Academy of Sciences (TWAS), the International Council for Science (ICSU) and its scientific unions particularly specialized in the fields of basic sciences.

##### d. **Are the members organized by electoral groups?**

No.

##### e. **Intergovernmental or personal capacity/expert capacity of members**

Members appointed to the IBSP Board shall be scientists actively engaged in activities in the basic sciences that relate to the objectives of the IBSP in research, science education, science management and the promotion of international cooperation, taking into account an equitable geographical distribution, participation of women scientists and involvement of international non-governmental scientific organizations – major partners with which UNESCO has signed an Agreement on Cooperation within IBSP (c.f. Article 5.2). All members of the Board shall be specialists serving in an individual capacity.

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

Yes, there is a rule of procedures.

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

A selected number of partners are invited to participate in the IBSP Board meetings and are entitled to take the floor.

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**h. Meeting frequency and length**

The Board shall meet at least once a year at the invitation of UNESCO. If necessary, the Board may provide its advisory service through the use of electronic means of communication.

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

The main languages used during the IBSP Board meetings are English and French. No interpretation is provided due to the lack of funds.

**j. Where do the meetings take place?**

The meetings take place in UNESCO Headquarters.

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

|  | RP        | Other sources   |
|--|-----------|---|
| <b>Organizing meetings</b>                           | \$ 25,000 | \$ 50,000 in-kind contribution from partners (essentially to cover their participation to the IBSP Board meeting) |
| <b>Operational activities</b>                        | \$ 30,000 | More than \$ 12 million in extra-budgetary projects in the basic sciences   |
| <b>UNESCO staff (approximate budget in lump sum)</b> | \$ 2000   |   |

**2. Bureau (if any)**

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

The Bureau of the Scientific Board shall consist of the Chairperson of the Board and two Vice-Chairpersons appointed by their peers Board members, an Executive Secretary and a Deputy Executive Secretary in SC/PCB/CB.

**b. Intergovernmental or personal capacity/expert capacity?**

Personal/expert capacity according to the statutes.

**c. Meetings frequency and length**

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UNESCO may convene meetings of the Bureau between, or in conjunction with, sessions of the Board or, if necessary, replace these meetings by communications with Bureau with the use of information and communication technologies

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

No.

**e. Interpretation during the meetings?**

No.

**f. How many languages interpreted during the meetings?**

n/a

**g. Where do the meetings take place?**

In UNESCO or through electronic communications

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

Yes and distributed to IBSP Board Members.

### 3. Rules of procedure

**a. Who adopts the rules of procedure?**

They have been adopted by the Scientific Board at its second session, and approved by the Director-General of UNESCO.

**b. Preparation of meeting**

**i. Who decides agenda?**

The Agenda of the Board's sessions shall be drawn by the Executive Secretary of IBSP who is the Director-General's representative, referred to in Article 1.2, normally after consulting the Chairperson of the Board. The Director-General's representative may, however, invite members of the Board to propose the inclusion of additional items in the Agenda.

**ii. When are documents sent out?**

2 weeks before the meeting of the IBSP Board

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**iii. Are they sent out in paper form?**

Only electronic version versions are sent in advance to reduce the costs. The paper copies are provided during the meeting.

**iv. Can you opt out of receiving printed documents?**

Yes.

**v. Who decides the timetable?**

The Chairperson of IBSP and the Executive Secretary of IBSP.

**vi. Who convenes the meeting?**

UNESCO

**vii. Do you open up for video meetings?**

Yes, it is possible.

**viii. Can there be extraordinary sessions?**

No.

**i. If yes: how?**

n/a

**ix. Do you appoint sub groups or sub committees?**

**i. If so for what duration and for which tasks?**

The Bureau may establish a central Task Force and Regional Task Forces for promoting and coordinating IBSP region-specific actions. In so doing, the Bureau may invite members of the Board from various regions to take part in the activity of a pertinent Task Force and designate some members of the Board as regional coordinators.

**c. Decision-making**

**i. Who prepare draft decisions?**

The IBSP Board is a category V advisory committee and does not prepare decisions by itself. The Secretariat can take action on that matter. However, recommendations and regular reporting to the General Conference is made.

**ii. Until when can member states suggest new draft decision or amendments?**

n/a

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**iii. Are observers allowed to participate and/or speak?**

Yes, and are even welcomed.

**iv. How are decisions adopted?**

Through consensus of the Board members.

**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)?**

**a. If yes, how?**

Yes, regular reporting to the Executive Board and General Conference is made.

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

Through IBSP Board and secretariat implementation of resolutions, through activities, programmes and initiatives in whatever is related to the basic sciences and STEM education.

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

Yes, mainly on the basic sciences and STEM education topics.

**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?**

Yes, regular reporting to the Executive Board and General Conference is made.

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

Through basic sciences work-plans, implementation strategies and performance indicators.

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

Yes.

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

Nothing more at this stage.

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**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**

- 169 EX/Decision 3.5.1 (April 2004) including approved Statutes of the Scientific Board of IBSP: <http://unesdoc.unesco.org/images/0013/001346/134685E.pdf>;
- 32C/Resolution 14:
- 32C/Resolution 15: <http://unesdoc.unesco.org/images/0013/001331/133171E.pdf>;
- Rules of procedure of IBSP Board;
- 167 EX/Decision 3.4.2 - Director-General Report on IBSP: <http://unesdoc.unesco.org/images/0013/001325/132529E.pdf>;
- 165th Executive Board – Report by the Director-General on the results of the feasibility study on the creation of an international basic sciences programme: <http://unesdoc.unesco.org/images/0012/001274/127407e.pdf>.