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PROGRAMME BUDGET FOR THE BIENNIUM 1980-1981

DEVELOPMENT AND INTERNATIONAL ECONOMIC CO-OPERATION

UNITED NATIONS CONFERENCE ON THE LEAST DEVELOPED COUNTRIES

Administrative and financial implications of the draft resolution  
contained in document A/C.2/35/L.111, as orally revised

Statement submitted by the Secretary-General in accordance with  
rule 153 of the rules of procedure of the General Assembly

1. At its 46th meeting on 20 November 1980, the Second Committee adopted the draft resolution contained in document A/C.2/35/L.111, as orally revised by its Vice-Chairman. It had before it a statement of administrative and financial implications (A/C.2/35/L.94) relating to the draft resolution contained in document A/C.2/35/L.66. In an oral statement on behalf of the Secretary-General, the Second Committee was informed that the administrative and financial implications relating to the draft resolution contained in document A/C.2/35/L.66 would also apply to the draft resolution contained in document A/C.2/35/L.111, as orally revised.
2. In section II, paragraph 2 of the draft resolution contained in document A/C.2/35/L.111, as orally revised, the General Assembly would decide to hold the United Nations Conference on the Least Developed Countries from 1 to 14 September 1981, to be preceded by a two-day consultation of senior officials on 27 and 28 August 1981. The assumptions underlying the cost estimates for the conference-servicing requirements of the Conference are based on the recommendations of the Preparatory Committee (A/C.2/35/7, para. 12), that is, plenary meetings and meetings of no more than two formal sessional committees, all three of which should be able to meet simultaneously, plus provisions for regional group meetings. Detailed full-cost estimates amounting to \$972,800 are shown in table 1 of the annex. These estimates have been based on the assumption that the Conference would be held at Geneva; any additional costs arising from the fact that the Conference would be held at Paris, in accordance with section II, paragraph 3 of the

draft resolution, would be borne by the Government of France, the host country, in accordance with General Assembly resolution 31/140.

3. In section II, paragraph 5 of the draft resolution (A/C.2/35/L.111), as orally revised, the Secretary-General would be requested "to ensure effective participation of representatives of the least developed countries in the Conference by seeking extrabudgetary funds to finance travel expenses of three representatives from each least developed country". In connexion with this proposal, it is recalled that the General Assembly, in its decision 34/449, had also requested the Secretary-General to explore ways and means of providing assistance, in particular through extrabudgetary resources, for travel and per diem expenses, as necessary, to enable delegations of the least developed countries to participate in meetings of the Preparatory Committee. However, on the basis of the statement by the Secretary-General (A/C.2/34/L.70, para. 4), which indicated that, while it was his intention to explore the availability of voluntary contributions to finance such expenditures, it was not possible on short notice to get any definite indication of extrabudgetary funding, the General Assembly appropriated an amount of \$144,000 to cover travel and per diem expenses of one representative from each least developed country to participate in each of the two meetings of the Preparatory Committee in 1980. Since then, the Secretary-General has made an appeal to all Governments for voluntary contributions for this purpose; however, he has not received any positive response as yet.

4. In section II, paragraph 6 of the draft resolution (A/C.2/35/L.111), as orally revised, the General Assembly would decide to hold the third session of the Preparatory Committee for the United Nations Conference on the Least Developed Countries from 29 June to 10 July 1981 at Geneva. The full-cost estimates of the conference-servicing requirements for this session, amounting to \$187,000 are shown in table 2 of the annex.

5. In section II, paragraph 8 of the draft resolution (A/C.2/35/L.111), as orally revised, the General Assembly would request the least developed countries to submit their individual country presentations to the Conference secretariat not later than 1 March 1981. The Preparatory Committee intends to base preparations for the Conference to a large extent on review meetings of least developed countries with donors prior to the Conference. It is anticipated that four such review meetings will be held at the subregional level during the period from March through June of 1981 outside of Geneva for an average period of 10 days each. With reference to the recommendation adopted by the Preparatory Committee at its second session, the Secretariat noted that, "in organizing the review meetings and in finalizing the documentation for them, it will be necessary to ensure financing, in particular for the reproduction and distribution of documentation, translation of summaries of the documentation, and organizational expenses connected with these review meetings. It may well be necessary for the General Assembly to consider financing from the regular budget all or part of those costs" (A/C.2/35/7, para. 10). Following the recommendations of the Preparatory Committee, interpretation services would be required in three languages (one team of interpreters each for Arabic, English and French); country presentations (estimated at 150 pages for each least developed country, that is, altogether, 4,500 pages) should be made available in the original

language of submission, which should be one of the official languages of the Conference. However, summaries of each country's documentation should be available in Arabic, English, and French. Since those summaries are also to be made available to the Conference in six languages, the related workload and costs have been included under the estimates for pre-session documentation of the Conference (see para. 1 above). Cost estimates for these review meetings, amounting to \$954,400, are shown in table 3 of the annex.

6. In section II, paragraph 13 of the draft resolution (A/C.2/35/L.111), as orally revised, the General Assembly would request "the Secretary-General, in pursuance of paragraph 8 of its resolution 34/203 of 19 December 1979, to entrust the Director-General for Development and International Economic Co-operation with the responsibility for taking necessary steps in collaboration with the Secretary-General of the Conference to ensure the full mobilization and co-ordination of all organs, organizations and bodies of the United Nations system in the preparations for the United Nations Conference on the Least Developed Countries". An additional appropriation was approved for 1980 to cover the services of one senior officer at the D-1 level, assisted by a secretary, to carry out those responsibilities. The services of those staff members will continue to be required until after the Conference, that is, for 10 months in 1981. In view of savings realized in 1980 owing to delayed recruitment, additional requirements arise for a net period of six work-months only. For 1980, the General Assembly had approved an amount of \$6,000 for the travel of those staff members. As more frequent travel is anticipated during the year of the Conference and as further travel will be required for follow-up and interagency meetings, an amount of \$10,000 is requested for 1981. The corresponding costs are estimated at \$39,600 for salaries and common staff costs, \$8,000 for common services costs, and \$10,000 for travel.

7. In accordance with section II, paragraph 14 of the draft resolution (A/C.2/35/L.111), as orally revised, the General Assembly would request "the Secretary-General and the organs, organizations and bodies of the United Nations system to provide, using, inter alia, existing resources to the extent possible, appropriate assistance, including technical assistance, to the least developed countries, at their request and in accordance with established procedures, in their preparations for the Conference at the national, subregional, regional and global levels". The General Assembly had appropriated an additional amount for 1980 to finance the services of 24 work-months of technical advisers at an average level of P-4, 8 work-months of secretarial services, and the related travel expenses, in order for the Secretariat to assist the least developed countries by means of a series of missions aimed at providing a more substantial basis for the Conference. The implementation of the Secretariat's work programme, including the missions envisaged in 1980 for this purpose, while proceeding satisfactorily, have proved to require more time and resources than originally envisaged. Additionally, the work programme originally envisaged had to be expanded in the light of the deliberations and recommendations of the first and second sessions of the Preparatory Committee, in particular concerning the elaboration of a synthesis of recommendations concerning development strategies for the least developed countries; the analysis of assistance requirements and aid modalities for these countries during the 1980s based on detailed study at the individual country level; the elaboration of a programme of

economic co-operation among developing countries on behalf of the least developed countries; and the elaboration of recommendations regarding effective institutional arrangements for the implementation of the substantial New Programme of Action for the Least Developed Countries after the Conference. The Preparatory Committee, by its resolution 7 (III) of 16 February 1980, 1/ has based the preparatory efforts for the Conference to a large extent on detailed preparations by each least developed country of its own programme presentation for review at a meeting with donors. The additional work falling on the secretariat for the co-ordination and assistance required from it to complete the country presentations, and also the help needed in organizing the review meetings, will represent a major effort by the secretariat. It is thus estimated that an additional 30 work-months of technical advisers/consultants, at an average level of P-5, and 30 work-months of secretarial services, together with related travel, will be required during 1981. Details of the estimates amounting to \$307,000 are shown below.

Technical assistance to the least developed countries in their  
preparations for the Conference at the national, subregional,  
regional and global levels

	\$	\$
<u>Technical advisers</u>		
At average P-5 level for 30 work-months		190,000
<u>General temporary assistance</u>		
Typist/clerks for 30 work-months		87,000
<u>Travel and subsistence of staff</u>		
10 trips at an average of \$1,800	18,000	
Subsistence for a total of 150 days at an average of \$80	12,000	30,000
Total		307,000

8. It will be recalled that, although the substantive requirements for the preparation of documentation for the Preparatory Committee and the Conference would be undertaken within the existing resources envisaged in the revised estimates for programme 8, Least Developed, Land-locked and Island Developing Countries, in section 15 (United Nations Conference on Trade and Development) of the proposed

1/ See A/35/45 (Part I), annex I.

programme budget for the biennium 1980-1981 (A/C.5/34/27), the General Assembly has approved an additional appropriation for 1980 to cover the services of one senior adviser to the Secretary-General of the United Nations Conference on Trade and Development at the D-1 level, one Professional officer at the P-4 level and one secretary to assist in the planning, preparation and co-ordination of the Conference and in the further elaboration and implementation of the New Programme of Action for the Least Developed countries in connexion with the preparation of the Conference. The services of those staff members and the related travel will continue to be required until the end of October 1981, that is, for another 10 months. The corresponding costs are estimated at \$153,100 for salaries and common staff costs, \$10,000 for common services costs, and \$14,000 for staff travel.

9. An amount of \$10,000 is requested for group hospitality in connexion with both the pre-conference activities and the conference itself.

10. In section III, paragraph 1 of the draft resolution (A/C.2/35/L.111), as orally revised, the General Assembly would request "the Secretary-General and the Secretary-General of the Conference, and organs, organizations and bodies of the United Nations system to undertake a programme of public information activities designed to ensure awareness throughout the world of the importance of the Conference and its objectives, to the maximum extent possible within the existing resources". The substantial New Programme of Action for the 1980s for the Least Developed Countries is expected to be supported, finalized and adopted at the United Nations Conference on the Least Developed Countries in September 1981. The success of the programme will depend, to a large measure, on the mobilization of the fullest possible support throughout the international community. Therefore, a commensurately substantial and effective public information effort aimed at sensitizing public opinion is essential. The Conference will provide a rare opportunity to change significantly the development prospects and position of the least developed countries and will only make the major impact expected if public opinion is fully aware of the problems of those countries and of the need to provide at least minimum standards of living, as soon as possible.

11. Bearing in mind the above-mentioned request in the draft resolution to use existing resources to the maximum extent possible, the requirements for additional resources indicated in the statement of administrative and financial implications (A/C.2/35/L.94) which was presented to the Second Committee, have been scaled down to the minimum levels, as outlined in the following paragraphs.

12. The United Nations information centres will be requested to give wider publicity at the national level to the activities of the Conference. All information materials will be adapted, translated and printed locally at an average of \$500 per centre; estimated total expenditures would be \$30,000. The Radio Service will provide continuous coverage in its regular output at no additional cost. A series of four newsletters in four languages consisting of eight pages would be issued in 5,000 copies each, costing a total of \$13,000.

13. The Conference is likely to be an excellent occasion for important statements at the highest level from representatives of Member States and heads of United Nations agencies. Full publicity for the Conference and its results are essential

to its success. It will therefore be necessary to provide adequate public information services to assure extensive press, radio and television coverage of the Conference. The estimated costs of the additional requirements for short-term temporary assistance (one technical liaison officer, one sound engineer and eight locally recruited typists) would amount to \$22,300. The travel and subsistence requirements of staff to be detailed from New York to the Conference are estimated at \$23,400. With regard to press coverage of the Conference, no further resources are being requested, on the assumption that the Conference would not overlap with meetings of other United Nations bodies. However, if that assumption is not realized, the additional requirements for temporary assistance at the rate of \$6,000 per week of meetings may need to be taken into account in the performance report on the programme budget for the biennium 1980-1981.

14. While the need for some of the support information personnel for the preparation and holding of the Conference would be met from existing resources in the United Nations Conference on Trade and Development and in the Department of Public Information at Headquarters, there is still a need for nine work-months of supplementary staff at the P-3 level. The related estimated cost is \$29,700. Secretarial assistance will be provided within existing resources.

15. In summary the requirements, by activity, are broken down as follows:

	\$	\$
Continued temporary assistance in the Office of the Director-General for Development and International Economic Co-operation for the preparations of the Conference (see para. 6 above)	57,600	
Advisory missions to strengthen preparations for participation in the Conference by least developed countries (see para. 7 above)	307,000	
Continued temporary assistance in the Office of the Secretary-General of the United Nations Conference on Trade and Development for the preparations of the Conference (see para. 8 above)	177,100	
Group hospitality for pre-conference activities and the Conference (see para. 9 above)	10,000	
Public information programme (see paras. 12 to 14 above)	<u>118,400</u>	
Subtotal	<u>670,100</u>	<u>670,100</u>
 <u>Full cost of conference services</u>		
The Conference (see para. 2 above)	972,800	
Third session of the Preparatory Committee (see para. 4 above)	187,000	
Four subregional review meetings (see para. 5 above)	<u>954,400</u>	
Subtotal	<u>2,114,200</u>	<u>2,114,200</u>
Grand total		<u><u>2,784,300</u></u>

16. The conference-servicing requirements in the total amount of \$2,114,200 submitted in the present statement were calculated on a full-cost basis, which assumes no capacity for absorption on the part of the Department of Conference Services. These estimates will be reviewed in the context of a consolidated statement on total conference-servicing requirements to be submitted to the General Assembly towards the end of its current session.

17. Should the General Assembly approve the proposals set forth in the draft resolution contained in document A/C.2/35/L.111, as orally amended, an additional appropriation would be requested under section 4 in the amount of \$670,100 in 1981, broken down by object of expenditure, as follows:

	<u>Salaries</u>	<u>Common Staff costs</u>	<u>Common services costs</u>	<u>Cost</u>	
	\$	\$	\$	\$	\$
<u>General temporary assistance</u>					
Staff of the Office of the Director-General for Development and International Economic Co-operation	30,000	9,600	8,000	47,600	
Staff of the United Nations Conference on Trade and Development headquarters	190,500	49,600	10,000	250,100	
Staff of the Department of Public Information	<u>44,800</u>	<u>7,200</u>	<u>-</u>	52,000	
Technical advisers				<u>190,000</u>	
Subtotal	<u>271,300</u>	<u>66,300</u>	<u>18,000</u>	<u>539,700</u>	539,700
<u>Travel and subsistence of staff</u>					
Travel				40,200	
Subsistence				<u>37,200</u>	
Subtotal				<u>77,400</u>	77,400
<u>Contractual services</u>					43,000
<u>Group hospitality</u>					<u>10,000</u>
Grand total					<u><u>670,100</u></u>



18. An appropriation would also be required for staff assessment in section 31, offset by an equal amount in income in section 1, as follows:

	\$
Staff assessment, section 31	88,900
Income from staff assessment, income section 1	(88,900)
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Annex

ESTIMATED COSTS OF CONFERENCE SERVICING

Table 1. United Nations Conference on the Least Developed Countries, to be held from 1 to 14 September 1981 and preceded by a two-day consultation of senior officials (costed at Geneva rates)

	<u>Number of staff-days</u>	<u>Daily rate</u> \$	<u>Cost a/</u> \$	
<u>Pre-session</u>				
(1,000 pages, A, C, E, F, R, S)				
(a) Translation	1 408	185	260 500	
(b) Revision	464	210	97 400	
(c) Typing	1 520	69	<u>104 900</u>	462 800
<u>Meeting servicing</u>				
(a) Interpretation (A, C, E, F, R, S)	1 344	213	286 300	
(b) Supporting staff				
Conference officer	64	77	4 900	
Sound technicians	112	45	5 000	
Meeting room attendants and guards	288	45	<u>13 000</u>	309 200
<u>In-session</u>				
(200 pages, A, C, E, F, R, S)				
(a) Translation	320	185	59 200	
(b) Revision	112	210	23 500	
(c) Typing	320	69	<u>22 100</u>	104 800
<u>Post-session</u>				
(80 pages, A, C, E, F, R, S)				
(a) Translation	112	185	20 700	
(b) Revision	38	210	8 000	
(c) Typing	119	69	<u>8 200</u>	36 900
<u>Reproduction and distribution of documents</u>				
(a) Reproduction			48 400	
(b) Distribution			<u>10 700</u>	<u>59 100</u>
<u>Total</u>				<u>972 800</u>

a/ Portions of less than 100 dollars have been rounded.

Table 2. Third session of the Preparatory Committee for the United Nations Conference on the Least Developed Countries, to be held at Geneva from 29 June to 10 July 1981

	<u>Number of staff days</u>	<u>Daily rate</u> \$	<u>Cost a/</u> \$	
<u>Pre-session</u> (150 pages, A, C, E, F, R, S)				
(a) Translation	210	185	38 900	
(b) Revision	70	210	14 700	
(c) Typing	224	69	<u>15 500</u>	69 100
<u>Meeting servicing</u>				
(a) Interpretation (A, C, E, F, R, S)	406	213	86 500	
(b) Supporting staff				
Conference officer	14	77	1 100	
Sound technicians	42	45	1 900	
Meeting room attendants and guards	84	45	<u>3 800</u>	93 300
<u>Post-session</u> (30 pages, A, C, E, F, R, S)				
(a) Translation	42	185	7 800	
(b) Revision	14	210	2 900	
(c) Typing	42	69	<u>2 900</u>	13 600
<u>Reproduction and distribution of documents</u>				
(a) Reproduction			6 900	
(b) Distribution			<u>4 100</u>	<u>11 000</u>
	<u>Total</u>			<u>187 000</u>

a/ Portions of less than 100 dollars have been rounded.

Table 3. Four subregional review meetings between groups of least developed countries and donors to be held in 1981 outside Geneva for 10 days each (costed at Geneva rates)

	<u>Number of staff-days</u>	<u>Daily rate</u> \$	<u>Cost a/</u> \$	
<u>Meeting servicing</u>				
(a) Interpretation (A, E, F)	100	213	21	300
(b) Supporting staff				
Conference officer	14	77	1	100
Sound technicians	21	45	<u>900</u>	23 300
<u>In session</u> (50 pages, A, E, F)				
(a) Translation	30	185	5	600
(b) Revision	20	210	4	200
(c) Typing	40	69	<u>2 800</u>	12 600
<u>Reproduction and distribution of documents</u>				
(a) Reproduction			22	500
(b) Distribution			<u>6 400</u>	28 900
<u>Travel and subsistence of staff</u>				
(a) Travel (30 conference staff)			45	000
(b) Subsistence (30 staff for 12 days at \$80)			<u>28 800</u>	73 800
<u>General operating expenses b/</u>				<u>100 000</u>
Cost of one meeting				<u>238 600</u>
Cost of four meetings				<u>954 400</u>

a/ Portions of less than 100 dollars have been rounded.

b/ Includes supplies for reproduction, rental of office and reproduction equipment, possibly rental of conference facilities, freight, communications and sundries.