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UNITED NATIONS CONFERENCE ON SCIENCE AND TECHNOLOGY FOR DEVELOPMENT

PROGRAMME BUDGET FOR THE BIENNIUM 1980-1981

Matters requiring consideration by the General Assembly
at its thirty-fourth session

Report of the Secretary-General

Addendum

I. INTRODUCTION

1. As indicated in paragraph 90 of document A/34/587, estimates of requirements for the initial administrative and programme support costs of the Interim Fund for Science and Technology for Development, prepared by the Administrator of the United Nations Development Fund are submitted herewith (sect. II).

II. ESTIMATES OF REQUIREMENTS FOR THE INITIAL ADMINISTRATIVE
AND PROGRAMME SUPPORT COSTS OF THE INTERIM FUND FOR
SCIENCE AND TECHNOLOGY FOR DEVELOPMENT

2. In paragraph 117 of the Vienna Programme of Action on Science and Technology for Development, adopted by the United Nations Conference on Science and Technology for Development, 1/ it was recommended that an Interim Fund should be created, pending the establishment of the long-term arrangements for the financing system for science and technology for development. The Conference agreed that the target for voluntary contributions for the two-year period 1980 and 1981 should be no less than \$250 million. It was further recommended that the Administrator of the United

1/ Report of the United Nations Conference on Science and Technology for Development (A/CONF.81/16, United Nations publication, Sales No. E.79.I.21), chap. VII.

Nations Development Programme (UNDP), in consultation with the Director-General for Development and International Economic Co-operation, should prepare an initial prospectus for the operation of the Interim Fund to be submitted to the General Assembly at its thirty-fourth session for its decision, and that the General Assembly should provide the Administrator of the United Nations Development Programme with the necessary resources for those initial preparatory responsibilities until the Fund was in operation.

3. Accordingly, an initial prospectus for the Interim Fund has been prepared and submitted to the General Assembly in the report of the Secretary-General (A/34/587, paras. 29-93). It is anticipated in the prospectus that, once the Interim Fund becomes operational, its administrative and programme support costs, including the expenditures during the preparatory period, will be met from its own resources. During the preparatory period, however, that is, until the Interim Fund becomes operational, it is expected that the financial resources necessary to sustain the initial preparatory activities will be advanced by the United Nations, as recommended by the Conference.

4. The Administrator anticipates that he will be in a position to declare the Interim Fund operational by 1 April 1980, on the assumption that this will be justified by contributions resulting from the first Pledging Conference.

5. Accordingly, column A of the recapitulation in annex I sets out the administrative and programme support costs to be incurred for a small core staff to carry out the initial preparatory phase, at least until the Interim Fund becomes operational, as envisaged above. These costs also include a small provision for initial activities to assist in the early identification and formulation of projects for consideration by the Interim Fund.

6. The Administrator is also providing (see annex II) estimates for the administrative and programme support costs, which include those expenses required for the continuation of the core staff, to be met from the resources of the Interim Fund but not to exceed 2 per cent of its total resources, from the anticipated date at which it should become operational (1 April 1980) through 1980 and 1981, based on the assumption that the results of the first Pledging Conference justify the building-up of the full staff. Depending upon the outcome of this Pledging Conference, the Administrator will review the situation and make the necessary arrangements for phased growth of the staff and administrative support elements of the Fund, within the over-all levels approved by the General Assembly, following his decision to declare the Interim Fund operational.

7. In view of the two-year period of the Interim Fund, the urgency of making an early start with operations and the need to build up these operations steadily and effectively, the Administrator is requesting the General Assembly to approve, at its current session, these estimates of administrative and support costs for 1980 and 1981, subject to a further review of the estimates for 1981 at its thirty-fifth session.

8. Although it is anticipated that the Interim Fund can become operational from 1 April 1980, it is necessary to make provisions for the possibility that this

/...

start may be delayed. The General Assembly is therefore further requested to authorize reserve resources to be used, if necessary, to sustain the core staff during an extended preparatory period, to end in any case no later than 31 December 1980, and to authorize the Administrator to draw against these resources as required. In this connexion, column B of the recapitulation in annex I also details the administrative and support costs for the maintenance of the core staff, if required, until 31 December 1980.

9. The Administrator proposes, as a means of enabling the earliest possible action in the circumstances outlined above, that the General Assembly take the following specific actions:

(a) Approve the core staff and other administrative costs set out in annex I for the period from the date of General Assembly action to the date at which the Interim Fund becomes operational. Such costs are to be met from the resources of the United Nations, as provided in paragraph 117 (d) of the report of the Conference;

(b) Approve the staff and other administrative costs set out in annex II, representing estimated requirements for the balance of the year 1980 and the full year 1981, to be met from the resources of the Interim Fund when they become available, and subject to further review by the General Assembly at its thirty-fifth session;

(c) Authorize the Administrator, in the light of the resources made available at the first Pledging Conference, to incur, in so far as this is justified by firm commitments to the Interim Fund, the administrative and support costs estimated in annex II, for the effective administration of the Interim Fund, pending the definitive review action described in subparagraph (d) below;

(d) Request the Administrator to submit definitive estimates of staff and other administrative requirements for the year 1981 to the General Assembly at its thirty-fifth session for its review and approval.

III. ADMINISTRATIVE AND FINANCIAL IMPLICATIONS WHICH WOULD ARISE
SHOULD THE GENERAL ASSEMBLY APPROVE THE PROPOSALS OF THE
ADMINISTRATOR OF UNDP IN RESPECT OF INITIAL ARRANGEMENTS
FOR THE INTERIM FUND

10. Should the General Assembly approve the proposals contained in section II above, an additional appropriation of \$1,041,400 under the section of the budget providing for science and technology activities, would be required. This provision would be fully offset by an increase of the same amount under the income section of the budget, reflecting the reimbursement due to the United Nations from the Interim Fund once it is declared operational. In view of the uncertainty as to the exact date the Fund will be declared operational, the Secretary-General would propose to remit funds to the Administrator on an "as required" basis. Accordingly, funds not remitted at the time the Interim Fund is declared operational would be surrendered in the context of one of the performance reports due for the biennium 1980-1981.

ANNEX I

Interim Fund for Science and Technology for Development

Preliminary budget estimates for the core staff
for the preparatory period

A. Preparatory period to 31 March 1980

1. Staff costs (\$99,880)

1. The core staff required for the initial period, running from the commencement of activities (assumed to be from 1 January 1980 to 31 March 1980) has been calculated at minimum levels in the expectation that substantial assistance on a temporary basis can be secured from the United Nations, UNDP, and other organizations of the United Nations development system. It has also been assumed that there will be reliance on the use of highly qualified consultants for various aspects of the initial planning and operational tasks (see below). The core staff of a Director, assisted by two Principal Officers and three staff members in the Professional category, would constitute the continuing element around which the staff of the Interim Fund can be built up.

2. The staffing table for the period from 1 January 1980 to 31 March 1980, upon which the amount of \$99,880 is based, is as follows:

| <u>Professional category</u> | <u>Number</u> |
|---------------------------------|------------------|
| D-2 | 1 |
| D-1 | 2 |
| P-5 | 2 |
| P-4 | <u>1</u> |
| Subtotal | <u>6</u> |
| <u>General Service category</u> | |
| G-5 | 2 |
| G-4 | 2 |
| G-3 | <u>1</u> |
| Subtotal | <u>5</u> |
| Total | <u><u>11</u></u> |

2. Consultants (\$16,500)

3. It is anticipated that the nature of much of the work of the secretariat of the Interim Fund will call for the use of consultants. During the initial planning and organizational period in 1980, special needs will be encountered in this regard, and the estimate has been adjusted to take that fact into account. The details are as follows:

| | <u>United States dollars</u> |
|--|------------------------------|
| High-level consultancies: 25 days at \$250 | 6,250 |
| Mid-level consultancies: 25 days at \$150 | 3,750 |
| Travel: 1 trip at \$3,000 | 3,000 |
| Per diem: 50 days at \$70 | 3,500 |
| | <hr/> |
| TOTAL | 16,500 |
| | <hr/> <hr/> |

3. Staff travel (\$9,750)

4. The estimate is based on one trip to Europe and two trips to other regions.

4. Meetings

5. Consultative meetings with governmental and institutional representatives will undoubtedly be necessary, but the number, location, duration and financing arrangements have yet to be determined. The item is therefore included on a pro memoria basis only at this stage.

5. Rental, office supplies and services (\$70,900)

6. The budget has been constructed on the basis of estimated costs utilized by UNDP. Staff requirements and plans for consultant services call for office accommodation in the amount of 5,200 square feet of rented space, due allowance being made for the expansion envisaged once operational status is achieved as shown in annex II. Provision is also made for general operating expenses and communications, and for the purchase of office furniture, equipment and supplies.

6. Project identification activities (\$50,000)

7. Provision has been made to allow the Interim Fund to initiate activities during the preparatory period so as to promote the early identification and formulation of projects for consideration by the Interim Fund.

B. Provision for extended preparatory period

| | <u>United States dollars</u> | |
|--|------------------------------|----------------|
| 1. <u>Staff costs</u> | | 399 520 |
| 2. <u>Consultants</u> | | |
| High-level consultancies: 100 days at \$250 | 25 000 | |
| Mid-level consultancies: 100 days at \$150 | 15 000 | |
| Travel - 4 trips at \$3 000 | 12 000 | |
| Per diem - 200 days at \$70 | <u>14 000</u> | 66 000 |
| 3. <u>Travel</u> | | 38 600 |
| The estimate is based on four trips to Europe and eight trips to other regions | | |
| 4. <u>Meetings</u> | | p.m. |
| 5. <u>Rental, office supplies and services</u> | | 190 200 |
| 6. <u>Project identification activities</u> | | <u>100 000</u> |
| | | <u>794 320</u> |

Recapitulation

| | <u>From 1 January to 31 March 1980</u> | <u>From 1 January to 31 December 1980</u> |
|--|--|---|
| | (United States dollars) | |
| | A | B |
| Staff | 99 880 | 399 520 |
| Consultants | 16 500 | 66 000 |
| Staff travel | 9 750 | 38 600 |
| Meetings | p.m. | p.m. |
| Rental, office supplies and services | 70 900 | 190 200 |
| Project identifica- tion activities | 50 000 | 100 000 |
| Total | <u>247 030</u> | <u>794 320</u> |

ANNEX II

Interim Fund for Science and Technology for Development

Preliminary budget indications for the period from 1 April to
 31 December 1980 (i) and for the year 1981 (ii)

| | | | |
|----|--------------------|-----------|-----------|
| 1. | <u>Staff costs</u> | (i) | (ii) |
| | | \$431,500 | \$775,740 |

It will be necessary to supplement the core staff, detailed in annex I, with additional staffing strength as soon as there is a firm indication that this is justified by contributions to the Interim Fund. The responsibilities inherent in the direction and management of an activity of that size and scope call for leadership by an official at the level of Assistant Secretary-General, and such a post is therefore included in this estimate. Further strengthening includes two additional posts at the D-1 level, one additional post at the P-5 level and one at the P-4 level, plus supporting General Service posts.

| | | | |
|----|---|-------------------------|---------------|
| | | (United States dollars) | |
| | | (i) | (ii) |
| 2. | <u>Consultants</u> | 49,500 | 93,600 |
| | High-level consultancies: 75 days at \$250 | 18,750 | |
| | High-level consultancies: 140 days at \$250 | | 35,000 |
| | Mid-level consultancies: 75 days at \$150 | 11,250 | |
| | Mid-level consultancies: 140 days at \$150 | | 21,000 |
| | Travel: 3 trips at \$3,000 | 9,000 | |
| | Travel: 6 trips at \$3,000 | | 18,000 |
| | Per diem: 150 days at \$70 | 10,500 | |
| | Per diem: 280 days at \$70 | | 19,600 |
| | Total | <u>49,500</u> | <u>93,600</u> |

| | | | |
|----|---------------------|--------|--------|
| 3. | <u>Staff travel</u> | (i) | (ii) |
| | | 28,850 | 86,000 |

The estimate provides for travel and per diem for: (i) one round trip to Europe and six trips to other regions; and (ii) 12 round trips to Europe and 27 trips to other regions.

| | | |
|----|-----------------|------|
| 4. | <u>Meetings</u> | p.m. |
|----|-----------------|------|

A pro memoria provision only is included, pending future decision concerning the nature and extent of consultative meetings to be held by the Fund.

| | | | |
|----|---|-----------|-----------|
| 5. | <u>Rental, office supplies and services</u> | (i) | (ii) |
| | | \$119,300 | \$189,800 |

The estimate contains the provision for 5,200 sq. ft. of office space, plus provision for general operating expenses.

Recapitulation

| | <u>From 1 April to 31 December 1980</u> | <u>From 1 January to 31 December 1981</u> | <u>From 1 April 1980 to 31 December 1981</u> |
|--|---|---|--|
| | (United States dollars) | | |
| | (i) | (ii) | Total |
| Staff | 431,500 | 775,740 | 1 207,240 |
| Consultants | 49,500 | 93,600 | 143,100 |
| Staff Travel | 28,850 | 86,000 | 114,850 |
| Meetings | p.m. | p.m. | p.m. |
| Rental, office supplies and services | 119,300 | 189,800 | 309,100 |
| Total | <u>629,150</u> | <u>1,145,140</u> | <u>1,774,290</u> |