

## ECOSOC Resolution 2006/38

### **Workplan on reform of the Economic Commission for Europe and revised terms of reference of the Commission**

*The Economic and Social Council,*

*Noting* the adoption by the Economic Commission for Europe, in formal segment, at its meeting of 2 December 2005, of the workplan on reform of the Commission,<sup>1</sup> and noting also the adoption by the Commission, at its sixty-first session, held in Geneva from 21 to 23 February 2006, of its revised rules of procedure,<sup>2</sup>

*Noting also* the provisional adoption by the Economic Commission for Europe at its sixty-first session of the revised terms of reference of the Commission,<sup>3</sup> pending their endorsement by the Economic and Social Council,

*Noting further* that the General Assembly, in its resolution 60/248 of 23 December 2005, welcomed the workplan on reform of the Economic Commission for Europe, decided that the Commission should implement the adopted measures and, to that end, requested the Secretary-General to allocate the requisite resources within section 19, Economic development in Europe, of the proposed programme budget for the biennium 2006-2007,<sup>4</sup>

1. *Endorses* the workplan on reform of the Economic Commission for Europe,<sup>5</sup> as set out in annex I of the present resolution;

2. *Also endorses* the revised terms of reference of the Economic Commission for Europe,<sup>6</sup> as set out in annex II of the present resolution.

*41st plenary meeting  
27 July 2006*

#### **Annex I**

#### **Workplan on reform of the Economic Commission for Europe**

1. Based on the recommendations on the role, mandate and functions of the Economic Commission for Europe as reflected in the report on the state of the Commission, the Commission adopts the following decision:

##### **I. Mission statement**

2. The Economic Commission for Europe as a multilateral platform facilitates greater economic integration and cooperation among its fifty-five member States and promotes sustainable development and economic prosperity through:

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<sup>1</sup> E/ECE/1434/Rev.1.

<sup>2</sup> E/ECE/1437.

<sup>3</sup> E/ECE/1437.

<sup>4</sup> A/60/6 (Sect. 19).

<sup>5</sup> E/ECE/1434/Rev.1.

<sup>6</sup> E/ECE/1434/Rev.1.

- (a) Policy dialogue;
  - (b) Negotiation of international legal instruments;
  - (c) Development of regulations and norms;
  - (d) Exchange and application of best practices as well as economic and technical expertise;
  - (e) Technical cooperation for countries with economies in transition.
3. The Economic Commission for Europe contributes to enhancing the effectiveness of the United Nations through the regional implementation of outcomes of global United Nations conferences and summits.

## **II. Governance structure**

4. The governance structure shall be reformed in order to enhance accountability, transparency and the horizontal coherence of the activities of the organization with a view to enabling the organization to better respond to the needs of its member States.
5. The existing terms of reference and rules of procedure of the Economic Commission for Europe will be amended accordingly.

### **A. The Commission**

6. The Commission is the highest decision-making body of the organization.
7. It is responsible for taking strategic decisions on the programme of work of the Commission and the allocation of resources without prejudice to the competence of the Fifth Committee.
8. It also provides a forum for a policy dialogue at a high level on economic development for the region.
9. The Commission meets once every two years in Geneva as of 2007, taking into account the provisions of rules 1 and 2 of the rules of procedure. At its 2009 session, the Commission will review the reform of the Commission including the question of frequency of its sessions.
10. The Commission is chaired by the representative of the country elected by the Commission for the period of the biennium. The Chair is assisted by two Vice-Chairs who will be the representatives of two countries elected at the same session.

### **B. The Executive Committee**

11. The implementation of the overall guidance set by the Commission is entrusted to the Executive Committee.
12. Representatives of all States members of the Commission participate in the Executive Committee.
13. The Chairs of the Sectoral Committees — or the Vice-Chairs — are regularly invited to the meetings of the Executive Committee.
14. The Executive Secretary or his representative takes part in the meetings of the Executive Committee.

15. The Executive Committee is presided by a representative of the country that chairs the Commission. The Chairman of the Executive Committee is assisted by two Vice-Chairs elected by the Executive Committee, for a period of one year, the term being renewable.

16. In the period between the biennial sessions of the Commission, the Executive Committee acts on behalf of the Commission and can seize itself of all matters related to Commission activities in conformity with the terms of reference.

17. In particular, the Executive Committee:

(a) Prepares the sessions of the Commission;

(b) Reviews, evaluates and approves in due time the programmes of work of the sectoral committees, including intersectoral activities and relations with other international organizations, based on the criteria that shall be defined by the Executive Committee and that shall include coherence with the overall objective of the Commission, coordination with other subprogrammes and resource implications;

(c) Approves the set-up, renewal, discontinuance, terms of reference and workplans of groups under the Sectoral Committees, based on the criteria of their relevance to the subprogramme, resource implications, and avoidance of duplication and overlap in respect of the activities of the Commission;

(d) Examines with the Chair and Vice-Chairs of the Sectoral Committees, their report on the implementation of their programme of work and other relevant issues;

(e) Ensures coherence between subprogrammes, inter alia, by encouraging horizontal communication within the organization;

(f) Deals with all matters related to programme planning, administrative and budget issues, including extrabudgetary funding;

(g) Discusses with the Executive Secretary, initiatives taken by the Secretariat and the work undertaken by the Office of the Executive Secretary.

18. The ad hoc informal sessions of the Commission, the Bureau of the Commission, the Group of Experts on the Programme of Work, and the Steering Committee are hereby discontinued. The governance role formerly filled by these bodies shall be performed by the Executive Committee. The existing monthly briefings by the Secretariat will be replaced by a regular briefing which shall take place as a rule during the meetings of the Executive Committee.

19. The Executive Committee meets when necessary.

20. All decisions are adopted in formal sessions. For formal sessions, interpretation shall be provided and documentation for decision shall be available in all official languages of the Commission. The Executive Committee may also meet in informal mode.

21. The terms of reference and the rules of procedure of the Executive Committee shall be adopted by the Commission.

### **C. The Sectoral Committees**

22. The reference to “Principal subsidiary bodies” is discontinued and replaced by reference to “Sectoral Committees”.

23. Each subprogramme of the programme of work is attributed to a Sectoral Committee.

24. Each Sectoral Committee is responsible for the preparation and implementation of its programme of work under the conditions defined by the Commission and the Executive Committee. The terms of reference of the Sectoral Committees shall be approved by the Commission.

25. The Sectoral Committees are the following:

- (a) Committee on Environmental Policy;
- (b) Committee on Inland Transport;
- (c) Committee on Statistics, further referred to as the Conference of European Statisticians;
- (d) Committee on Sustainable Energy;
- (e) Committee on Trade;
- (f) Committee on Timber;
- (g) Committee on Housing and Land Management;
- (h) Committee on Economic Cooperation and Integration.

26. All Committees shall have reviewed by the end of February 2007:

(a) Their subsidiary intergovernmental bodies in accordance with the guidelines for the establishment and functioning of teams of specialists within the Commission,<sup>7</sup> which shall have been previously reviewed by member States;

(b) Conference servicing needs, with a view to rationalizing them, and shall submit proposals on possible streamlining to the Executive Committee.

27. The Sectoral Committees report once a year and upon request to the Executive Committee, through a meeting with their Chair and Vice-Chairs.

28. Sectoral Committees will jointly prepare and submit proposals to the Executive Committee on issues and activities of common interest.

#### **D. The Secretariat**

29. The Secretariat services the intergovernmental structure entrusted with the implementation of the programme of work.

### **III. Priorities of the programme of work**

30. In order to respond to the actual needs expressed by member States, the programme of work will be restructured. Elements of the subprogrammes of work that are not mentioned below will be maintained. This reform will be implemented within existing budgetary resources.

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<sup>7</sup> E/ECE/1407/Add.1.

## **A. Environment subprogramme**

31. The subprogramme shall increase its focus on:

(a) Member States' implementation of their decisions and commonly agreed goals, including those adopted in the Environment for Europe process, the Eastern Europe, Caucasus and Central Asia Environment Strategy, and the Commission's environmental conventions;

(b) Strengthening work on environmental performance reviews and environmental monitoring and assessment, which lays the necessary foundation for evaluating environmental protection and the implementation of these decisions.

32. Greater efforts shall be directed towards the implementation of the Commission's environmental programme, notably through further capacity-building and workshops at subregional levels.

33. The Committee on Environmental Policy shall study ways and means to strengthen cooperation with the United Nations Environment Programme and all other relevant United Nations institutions and international organizations in order to optimize the implementation of the programme of work in the region and shall submit proposals to the Executive Committee.

34. The Committee on Environmental Policy shall, in cooperation with the Committee on Inland Transport and in consultation with the World Health Organization, strengthen activities relating to: (a) the Transport Health and Environment Pan European Programme, including sustainable financing and staffing for the clearing house; and (b) environmental aspects of transportation and submit proposals thereon to the Executive Committee.

## **B. Transport subprogramme**

35. The Committee on Inland Transport shall strengthen activities in the fields of border-crossing and trade facilitation in cooperation with the Committee on Trade and submit proposals thereon to the Executive Committee.

36. The Committee on Inland Transport shall, in cooperation with the Committee on Environmental Policy and in consultation with the World Health Organization, strengthen activities relating to: (a) the Transport Health and Environment Pan European Programme, including sustainable financing and staffing for the clearing house; and (b) environmental aspects of transportation, and submit proposals thereon to the Executive Committee.

37. The Committee on Inland Transport shall submit proposals to the Executive Committee on ways and means of monitoring and strengthening the implementation of the Commission's key legal instruments on transport, including on road safety.

38. The Committee on Inland Transport shall submit proposals to the Executive Committee on ways and means to strengthen Euro-Asia transport links.

39. The Committee on Inland Transport shall submit proposals to the Executive Committee on ways and means:

- (a) To strengthen the Customs Convention on the International Transport of Goods under Cover of TIR Carnets (TIR Convention);<sup>8</sup>
- (b) To improve transparency in managing the TIR Convention.

**C. Subprogramme on statistics**

40. The coordination of international statistical work, methodological work and technical cooperation activities shall be strengthened.

41. In order to provide member States with user-oriented statistics, the Conference of European Statisticians shall submit proposals to the Executive Committee on the actual production of statistics of member States. The contents of the online database shall be reviewed and improved accordingly.

42. The functioning and accessibility of the online database shall be improved in order to facilitate the dissemination of statistics.

43. The publication of “Trends” is discontinued. The production of other publications shall be reviewed by the Conference of European Statisticians which will submit proposals to the Executive Committee.

44. The resources allocated to the processing of data by this subprogramme shall be reduced owing to the overall reduction of activities in the field of economic analysis.

**D. Subprogramme on economic cooperation and integration**

45. This subprogramme will address key aspects of economic development and integration and focus mainly on countries with economies in transition in order to:

- (a) Deliver policy advice;
- (b) Facilitate policy dialogue, and exchange of experience and best practices;
- (c) Develop guidelines.

46. To this extent, the subprogramme will deal with:

(a) Application of experience gained, lessons learned and best practices conducive to economic growth and innovative development. This work shall be demand-driven and focused on specific topics and may be entrusted by the Committee to external experts and relevant organizations and institutions, in particular those from countries with economies in transition. The initial list to be considered by the Committee may include such issues as:

- (i) Promoting effective public investment and regulatory policies;
- (ii) Strengthening the competitiveness of the economy through innovative development;
- (iii) Development of financial systems and services;

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<sup>8</sup> United Nations, *Treaty Series*, vol. 1079, No. 16510.

(iv) Application and adaptation of economic analysis;

(b) Elaboration of recommendations aimed at creating a policy, financial and regulatory environment conducive to economic development, investment and innovation through:

(i) Creation and development of enterprises and entrepreneurship;

(ii) Promotion of knowledge-based economies and innovation;

(iii) Promotion of an effective system of protection of intellectual property rights;

(iv) Promotion of corporate governance, rule of law and public-private partnerships through the improvement of transparency and investor confidence, including the establishment of guidelines thereto;

(c) Definition by the Sectoral Committee of the modalities of the integration of existing activities in the new subprogramme, with a view to continuing valuable work in the areas mentioned above, with the Sectoral Committee reporting to the Executive Committee.

47. Networks of experts, advisers and decision-makers shall be set up in order to provide a platform for exchange of national policy experiences and development of standards and best models on these matters.

48. The activities of this subprogramme shall build, inter alia, on the results of the work carried out by other relevant organizations and institutions operating in this field, including United Nations organizations, with which synergies should be improved.

49. Based on the overall framework above, member States shall approve the strategic framework no later than end of March 2006, and the Committee on Economic Cooperation and Integration shall submit proposals on its terms of reference and programme of work to the Executive Committee for approval as soon as possible and, at the latest, within one year from the date of the adoption of the present decision.

50. The Executive Committee will review the subprogramme on economic cooperation and integration no later than three years from the date of the adoption of the present decision with a view to assessing whether the level of resources is appropriate and optimizing the programme if necessary.

51. A regional adviser shall be allocated to this subprogramme.

#### **E. Subprogramme on sustainable energy**

52. The Committee on Sustainable Energy shall streamline its activities and improve cooperation with other relevant institutions, in particular the International Energy Agency and the Energy Charter process. This cooperation could take the form of joint activities, memorandums of understanding, and participation of members of other relevant organizations in the activities of the subprogramme and vice versa.

53. The Committee on Sustainable Energy shall strengthen activities in the fields of energy efficiency, cleaner energy production, energy

security and diversification of energy sources, taking into account environmental concerns. Special attention should be given to cooperation with the Committee on Environmental Policy, the Committee on Inland Transport and the Committee on Timber.

#### **F. Trade development subprogramme**

54. Activities in the field of trade facilitation shall continue and focus on supporting the development of standards carried out by the United Nations Centre for Trade Facilitation and Electronic Business.

55. The Committee on Trade shall review the programme on regulatory cooperation and standardization policies.

56. The activities in the field of agricultural quality standards shall be strengthened. Consultations shall be initiated with the Organization for Economic Cooperation and Development in order to concentrate the activities of the two organizations within the Economic Commission for Europe.

57. The Sectoral Committee is renamed the "Committee on Trade".

58. The subprogramme is renamed the "Trade subprogramme".

#### **G. Timber subprogramme**

59. The Committee on Timber shall submit proposals to the Executive Committee on the development of increased cooperation between the Ministerial Conference for the Protection of Forests in Europe and the Commission, and shall explore the possibility of a formal framework for this cooperation.

60. The Committee on Timber shall submit proposals to the Executive Committee on ways and means to strengthen its monitoring and analysis activities relating to forest policy and institutions.

61. The subprogramme is renamed the "Subprogramme on timber and forestry".

#### **H. Human settlements subprogramme**

62. The following programme elements are discontinued:

- (a) Development of human settlements statistics;
- (b) Major trends characterizing human settlements development.

63. The activities and related resources in the field of real estate (currently carried out under the Industrial restructuring and enterprise development subprogramme) shall be integrated in the subprogramme. The Sectoral Committee shall submit proposals to the Executive Committee on the modalities of this integration.

64. The activities and related resources in the field of population (currently carried out under the Economic analysis subprogramme) shall be integrated in the subprogramme.

65. The subprogramme is renamed the "Subprogramme on housing, land management and population".



66. The Sectoral Committee is renamed the “Committee on Housing and Land Management”.

67. The intergovernmental governance of population activities shall be assured by the Executive Committee.

**I. Economic analysis and industrial restructuring and enterprise development subprogrammes**

68. These subprogrammes as well as the related intergovernmental structures will be discontinued.

**IV. Technical cooperation**

69. Technical cooperation, which forms an integral part of the Commission’s activities, has to focus on the countries with economies in transition and has to be demand-driven.

70. The Commission’s technical cooperation shall concentrate on the sectors where the Commission has in-house expertise and comparative advantage over other organizations. It should be coherent with and support the implementation of the agreed work programmes.

71. The coordination of the Commission’s technical cooperation shall be ensured by the Technical Cooperation Unit reporting directly to the Executive Secretary with appropriate resources for carrying out its functions.

72. The intergovernmental governance of technical cooperation shall be assured by the Executive Committee.

73. The impact of the Technical Cooperation Strategy, endorsed by the Commission at its annual session of 2004,<sup>9</sup> shall be assessed by the Executive Committee and the Strategy will be reviewed if necessary.

74. Member States shall review, no later than two months after the adoption of this decision, the resource allocation among subprogrammes concerning the regular programme of technical cooperation (section 23 of the regular budget) as foreseen in the decision related to this subject.<sup>10</sup>

75. The use of the Commission’s regional advisers shall be strengthened by enabling their participation in capacity-building activities.

76. Evaluations of separate subprogrammes’ technical cooperation activities shall be conducted on a regular basis. A common policy and practice for these evaluations shall be implemented.

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<sup>9</sup> See E/ECE/1411/Add.1.

<sup>10</sup> See E/ECE/1430/Add.1.

## **V. Cross-sectoral issues**

### **A. Millennium Development Goals**

77. In order to contribute to the implementation of the Millennium Development Goals, the Commission shall:

(a) Offer a platform to all stakeholders for sharing their information, views and experience, and for improving the coordination of these activities;

(b) Set up and maintain a database on Millennium Development Goal indicators using the database and dissemination infrastructure of the statistical subprogramme.

78. The Commission shall cooperate with the United Nations Development Programme to this extent and within existing resources.

### **B. Gender issues**

79. The Commission shall pay particular attention to the gender dimension of development, as a priority cross-cutting theme, by identifying good practices in further mainstreaming gender issues in its various subprogrammes and activities, taking into account the economic areas addressed by the regional review of the implementation of the Beijing Declaration and Platform for Action.<sup>11</sup> This should apply across both regular and operational activities.

### **C. The private sector and non-governmental organizations**

80. The Sectoral Committees shall review and report to the Executive Committee on the involvement of the private sector and non-governmental organizations, in order to strengthen and further improve their relationship and to increase resources and contributions of expertise with a view to optimizing the implementation of the programme of work.

## **VI. Relations with other organizations**

81. In order to increase the impact of its work, the Commission shall reinforce its cooperation with key international organizations and institutions in all relevant areas of its work.

82. In particular, regular consultation shall be fostered with other pan-European organizations.

83. In addition to the specific cooperations identified under the different subprogrammes, the cooperation with the United Nations Development Programme should be strengthened. The Secretariat shall explore ways and means to improve the synergy between the organization and the Programme.

84. The Economic Commission for Europe shall seek to reinforce partnerships with other United Nations regional commissions, in particular the Economic and Social Commission for Asia and the

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<sup>11</sup> *Report of the Fourth World Conference on Women, Beijing, 4-15 September 1995* (United Nations publication, Sales No. E.96.IV.13), chap. I, resolution I, annexes I and II.

Pacific, the Economic Commission for Africa and the Economic and Social Commission for Western Asia. The Secretariat shall assess the possibilities for strengthening the United Nations Special Programme for the Economies of Central Asia.

85. The Secretariat shall keep member States informed of these proceedings through the Executive Committee.

86. The implementation of the memorandum of understanding with the Organization for Security and Cooperation in Europe is entrusted to the Office of the Executive Secretary and the Executive Committee shall monitor this implementation.

87. After consultations with other organizations and upon the recommendation of the Secretariat, the Executive Committee shall decide on the opportunity for the Commission's engagement in the development of an early warning mechanism.

## **VII. Management**

### **A. Coordination tasks**

88. The Office of the Executive Secretary is entrusted with:

(a) The follow-up of the implementation of horizontal and sectoral issues arising from the relevant multilateral commitments such as those made at the General Assembly, the Economic and Social Council and United Nations global conferences and summits, as well as the provision of inputs required by these global bodies and by the Secretary-General;

(b) The coordination of intersectoral and cross-sectoral activities;

(c) The coordination of Commission inputs into the monitoring of implementation of the commitments of the Organization for Security and Cooperation in Europe in the fields of economics and the environment;

(d) Reporting to the Executive Committee on the progress in the implementation of any follow-up of agreed measures.

### **B. Programme planning and budget**

89. The Commission shall strengthen its programme planning, monitoring and evaluation resources and improve the training of its managers in the application of pertinent skills.

90. A dedicated unit for planning, monitoring and evaluation shall be established and attached to the Office of the Executive Secretary in order to secure the continuous involvement of senior management.

91. To facilitate the assessment of programme performance:

(a) The strategic framework (biennial programme plan) will be consolidated with the programme budget narratives in order to emphasize the linkage between expected accomplishments and outputs financed by the regular budget and extrabudgetary funds;

(b) In its reporting to the Executive Committee, the Secretariat shall provide, in a user-friendly format, complete information about the

allocation of resources from the regular budget and of extrabudgetary resources to the subprogrammes and programme items within their respective programmes of work.

92. The Sectoral Committees together with the Secretariat will take into account the results of the assessment and evaluations when preparing the strategic frameworks for their respective subprogrammes and, subsequently, the programme narratives.

93. The Secretariat shall provide information to the Executive Committee on cost implications for any programmatic changes proposed for the next biennium during the preparatory process of the programme budget.

94. Any change in resources (both regular and extrabudgetary) materializing after the adoption of the programme budget by the General Assembly shall be presented to the Executive Committee for approval.

### **C. Monitoring and evaluation, including reporting on performance**

95. The Sectoral Committees shall provide complete information concerning the allocation of resources according to programme items within the programme of work of their respective subprogrammes.

96. The Executive Committee shall examine the advisability of developing “downstream” indicators with the Secretariat so as to better reflect actual accomplishments of the Commission, in particular relating to the use and relevance of the Commission’s soft legislation tools, norms and standards.

97. The Commission shall develop and streamline its evaluation functions and practices in conformity with the relevant decision of the Commission<sup>12</sup> and in compliance with the instructions of the Office of Internal Oversight Services. This also applies to technical cooperation activities.

### **D. Human resources**

98. The Executive Secretary shall:

(a) Improve communication, coordination and cooperation across the divisions and subprogrammes;

(b) Promote, through human resources management, staff mobility and skill enhancement in order to ensure that staff members periodically change divisions and subprogrammes, and encourage staff members to gain experience in other United Nations and international organizations, as well as in the field.

99. The Secretariat shall provide systematic programme planning, monitoring and evaluation training to its programme managers, in particular in cooperation with the Management Consulting Section of the Office of Internal Oversight Services. Priority will be given to such training in the training budget allocated to the Commission.

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<sup>12</sup> E/ECE/1415/Add.1.

100. The Secretariat shall analyse the merits of using the United Nations Office for Project Services for the implementation of its extrabudgetary projects and will present suggestions to the Executive Committee.

#### **E. Public relations, communication and corporate image**

101. To improve its own corporate image and to attract more attention to its achievements, the Secretariat shall enhance its communications, public relations and contacts with the media by making more and better-targeted materials and publications available on the Internet in all official languages of the Commission and producing appropriate printed materials in quantities that correspond to actual demand.

102. To improve its communication with member States the Secretariat shall update, in consultation with member States, the lists of its contacts in government agencies and among governmental experts and address its communications at the appropriate level and through transparent channels.

#### **VIII. Resources**

103. The redeployment shall be implemented within existing resources.

104. The abolition of the subprogrammes on Economic analysis (excluding the Population Activities Unit) and industrial restructuring and enterprise development will free:

(a) One D and 12 P posts from Economic analysis;

(b) Four P posts from industrial restructuring and enterprise development;

(c) Two P posts from statistics (owing to the reduction of activities related to Economic analysis),

for a total of one D and eighteen P posts.

105. These posts are redeployed to strengthen other subprogrammes/entities. The redeployments, with their justification given through reference to the relevant paragraph(s) of the present annex, are as follows:

(a) Environment: two P posts (paragraphs 31, 32, 34 and 53);

(b) Transport: two P posts (paragraphs 35-39 and 53);

(c) Statistics: one P post (paragraphs 40-42 and 77);

(d) Economic cooperation and integration: one D and eight P posts (paragraphs 45-51);

(e) Sustainable energy: one P post (paragraph 53);

(f) Trade development: one P post (paragraphs 35 and 56);

(g) Timber: one P post (paragraphs 53, 59 and 60);

(h) Office of the Executive Secretary and information activities: two P posts (paragraphs 86, 89-94, 97 and 101),

for a total of one D and eighteen P posts.

**Annex II**  
**Draft revised terms of reference and rules of procedure of the**  
**Economic Commission for Europe**

**Terms of reference**

1. The Economic Commission for Europe, acting within the framework of the policies of the United Nations and subject to the general supervision of the Economic and Social Council shall, provided that the Commission takes no action in respect of any country without the agreement of the Government of that country:

(a) Initiate and participate in measures for facilitating concerted action for the economic development and integration of Europe, for raising the level of European economic activity, and for maintaining and strengthening the economic relations of the European countries both among themselves and with other countries of the world;

(b) Make or sponsor such investigations and studies of economic and technological problems of and developments within member countries of the Commission and within Europe generally as the Commission deems appropriate;

(c) Undertake or sponsor the collection, evaluation and dissemination of such economic, technological and statistical information as the Commission deems appropriate.

2. Cancelled.

3. Cancelled.

4. The Commission is empowered to make recommendations on any matter within its competence directly to its member Governments, Governments admitted in a consultative capacity under paragraph 8 below, and the specialized agencies concerned. The Commission shall submit for the prior consideration of the Economic and Social Council any of its proposals for activities that would have important effects on the economy of the world as a whole.

5. The Commission may, after discussion with any specialized agency functioning in the same general field and with the approval of the Economic and Social Council, establish such subsidiary bodies as it deems appropriate for facilitating the carrying out of its responsibilities.

6. The Commission shall submit to the Economic and Social Council a full report on its activities and plans, including those of any subsidiary bodies, once a year, and shall make interim reports at each regular session of the Council.<sup>13</sup>

7. A complete list of countries members of the Economic Commission for Europe is contained in the appendix to the present annex.

8. The Commission may admit, in a consultative capacity, European nations that are not States Members of the United Nations, and shall

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<sup>13</sup> The Economic and Social Council decided, in its resolution 232 (IX) of 12 July 1949, that "it does not, for the present, require the Commission to submit interim reports to each session, in accordance with point 6 of its terms of reference".

determine the conditions under which they may participate in its work, including the question of voting rights in the subsidiary bodies of the Commission.

9. Cancelled.

10. Cancelled.

11. The Commission shall invite any State Member of the United Nations not a member of the Commission to participate in a consultative capacity in its consideration of any matter of particular concern to that non-member.

12. The Commission shall invite representatives of specialized agencies and may invite representatives of any intergovernmental organizations to participate in a consultative capacity in its consideration of any matter of particular concern to that agency or organization, following the practices of the Economic and Social Council.

13. The Commission shall make arrangements for consultation with non-governmental organizations that have been granted consultative status by the Economic and Social Council, in accordance with the principles approved by the Council for this purpose and contained in Council resolution 1296 (XLIV) of 23 May 1968, parts I and II.14.

14. The Commission shall take measures to ensure that the necessary liaison is maintained with other organs of the United Nations and with the specialized agencies.

15. The Commission shall adopt its own rules of procedure, including the method of selecting its Chairman.

16. The administrative budget of the Commission shall be financed from the funds of the United Nations.

17. The Secretary-General of the United Nations shall appoint the staff of the Commission, which shall form part of the United Nations Secretariat.

18. The headquarters of the Commission shall be located at the seat of the European Office of the United Nations.

19. Cancelled.

20. The Economic and Social Council shall, from time to time, undertake special reviews of the work of the Commission.

## **Rules of procedure**

### **Chapter I Sessions**

#### **Rule 1**

Sessions of the Commission shall be held:

(a) On dates fixed by the Commission, after consultation with the Executive Secretary, at previous meetings;

(b) Within thirty days of the communication of a request to that effect by the Economic and Social Council;

(c) At the request of the majority of the members of the Commission, after consultation with the Executive Secretary;

(d) On such other occasions as the Chairperson, in consultation with the Vice-Chairpersons and the Executive Secretary, deems necessary.

## **Rule 2**

Sessions shall ordinarily be held at the United Nations Office at Geneva. The Commission may, with the concurrence of the Secretary-General, decide to hold a particular session elsewhere.

## **Rule 3**

The Executive Secretary shall, at least forty-two days before the commencement of a session of the Commission, distribute a notice of the opening date of the session, together with a copy of the provisional agenda. The basic documents relating to each item appearing in the provisional agenda of a session shall be transmitted not less than forty-two days before the opening of the session, with the provision that, in exceptional cases, the Executive Secretary may, for reasons to be stated in writing, transmit such documents not less than twenty-one days before the opening of the session.

## **Rule 4**

The Commission shall invite any State Member of the United Nations not a member of the Commission to participate in a consultative capacity in its consideration of any matter of particular concern to that State.

## **Chapter II Agenda**

### **Rule 5**

The provisional agenda for each session shall be drawn up by the Executive Secretary in consultation with the Chairperson, the two Vice-Chairpersons and the Executive Committee.

### **Rule 6**

The provisional agenda for any session shall include:

- (a) Items arising from previous sessions of the Commission;
- (b) Items proposed by the Economic and Social Council;
- (c) Items proposed by any member of the Commission;
- (d) Items proposed by a specialized agency in accordance with the agreements of relationship concluded between the United Nations and such agencies;
- (e) Any other items that the Chairperson or the Executive Secretary sees fit to include.



**Rule 7**

The first item in the provisional agenda for each session shall be the adoption of the agenda.

**Rule 8**

The Commission may amend the agenda at any time.

**Chapter III  
Representation and credentials****Rule 9**

Each member shall be represented on the Commission by an accredited representative.

**Rule 10**

A representative may be accompanied to the sessions of the Commission by alternate representatives and advisers and, when absent, he may be replaced by an alternate representative.

**Rule 11**

The credentials of each representative appointed to the Commission, together with a designation of alternate representatives, shall be submitted to the Executive Secretary without delay.

**Chapter IV  
Officers****Rule 12**

The Commission shall, at each biennial session, elect a country from among its members to hold the chair for the period of the biennium. The representative of the elected country will be the Chairperson. The Commission will also, at the same meeting, elect two countries whose representatives will become the Vice-Chairpersons for the period of the biennium.

**Rule 13**

If the Chairperson is absent from a meeting, or any part thereof, one of the Vice-Chairpersons, designated by the Chairperson, shall preside.

**Rule 14**

If the representative of the country holding the position of Chairperson or Vice-Chairperson of the Commission ceases to represent his or her country, the new representative of that country shall become the new Chairperson or Vice-Chairperson for the unexpired portion of the term. If the representative of the country holding the position of Chairperson or Vice-Chairperson is so incapacitated that he or she can no longer hold office, the alternate representative shall become the new Chairperson or Vice-Chairperson for the unexpired portion of the term.

#### **Rule 15**

**The Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.**

#### **Rule 16**

The Chairperson or the Vice-Chairperson acting as Chairperson shall participate in the meetings of the Commission as such and not as the representative of the member by whom he or she was accredited. The Commission shall admit an alternate representative to represent that member in the meetings of the Commission and to exercise its right to vote.

#### **Chapter V**

##### **Intersessional committee (Executive Committee)**

#### **Rule 17**

The Commission shall adopt the terms of reference and the rules of procedure of its intersessional governing committee (Executive Committee) and may amend these when necessary. The Commission provides general guidance to the Executive Committee.

#### **Chapter VI**

##### **Subsidiary bodies other than the intersessional committee**

#### **Rule 18**

After discussion with any specialized agency functioning in the same general field, and with the approval of the Economic and Social Council, the Commission may establish such continuously acting subcommissions or other subsidiary bodies as it deems necessary for the performance of its functions and shall define the powers and composition of each of them. Such autonomy as may be necessary for the effective discharge of the technical responsibilities laid upon them may be delegated to them.

#### **Rule 19**

The Commission may establish or discontinue such committees and subcommittees as it deems necessary to assist it in carrying out its tasks.

#### **Rule 20**

Subsidiary bodies shall adopt their own rules of procedure unless otherwise decided by the Commission.

#### **Rule 21**

Subsidiary bodies should, as in rules 52 and 53, consult those non-governmental organizations in general consultative status with the Economic and Social Council that, because of their importance as regards their activity and the number of their members in Europe, play a part in the economic life of Europe, on questions within the competence of the Commission and deemed of interest to such organizations. These

organizations could in appropriate cases be invited to be represented at meetings of subsidiary bodies.<sup>14</sup>

## **Chapter VII Secretariat**

### **Rule 22**

The Executive Secretary shall act in that capacity at all meetings of the Commission and of its subsidiary bodies. He or she may appoint another member of the staff to take his or her place at any meeting.

### **Rule 23**

The Executive Secretary or his or her representative may at any meeting make either oral or written statements concerning any question under consideration.

### **Rule 24**

The Executive Secretary shall direct the staff provided by the Secretary-General and required by the Commission, and its subsidiary bodies.

### **Rule 25**

The Executive Secretary shall be responsible for the necessary arrangements, being made for meetings.

### **Rule 26**

The Executive Secretary, in carrying out his or her functions, shall act on behalf of the Secretary-General.

## **Chapter VIII Conduct of business**

### **Rule 27**

A majority of the members of the Commission shall constitute a quorum.

### **Rule 28**

In addition to exercising the powers conferred upon him or her elsewhere by these rules, the Chairperson shall declare the opening and closing of each meeting of the Commission, shall direct the discussion, shall ensure the observance of these rules, and shall accord the right to speak, put questions to the vote, and announce decisions. The Chairperson may also call a speaker to order if his or her remarks are not relevant to the subject under discussion.

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<sup>14</sup> The present rule cannot be regarded as implying, between the non-governmental organizations in general consultative status with the Economic and Social Council, any discrimination contrary to the decision and rules of the General Assembly or of the Council.

**Rule 29**

During the discussion of any matter, a representative may raise a point of order. In this case the Chairperson shall immediately state his or her ruling. If it is challenged, the Chairperson shall forthwith submit his or her ruling to the Commission for decision and it shall stand, unless overruled.

**Rule 30**

During the discussion of any matter, a representative may move the adjournment of the debate. Any such motion shall have priority. In addition to the proposer of the motion, one representative shall be allowed to speak in favour of, and one representative against, the motion.

**Rule 31**

A representative may at any time move the closure of the debate whether or not any other representative has signified his or her wish to speak. Not more than two representatives may be granted permission to speak against the closure.

**Rule 32**

The Chairperson shall take the sense of the Commission on a motion for closure. If the Commission is in favour of the closure, the Chairperson shall declare the debate closed.

**Rule 33**

The Commission may limit the time allowed to each speaker.

**Rule 34**

Principal motions and resolutions shall be put to the vote in the order of their submission, unless the Commission decides otherwise.

**Rule 35**

When an amendment revises, adds to or deletes from a proposal, the amendment shall be put to the vote first, and if it is adopted, the amended proposal shall then be put to the vote.

**Rule 36**

If two or more amendments are moved to a proposal, the Commission shall vote first on the amendment furthest removed in substance from the original proposal, then, if necessary, on the amendment next furthest removed, and so on, until all the amendments have been put to the vote.

**Rule 37**

The Commission may, at the request of a representative, decide to put a motion or proposal to the vote in parts. If this is done, the text resulting from the series of votes shall be put to the vote as a whole.

## **Chapter IX Voting**

### **Rule 38**

Each member of the Commission shall have one vote.

### **Rule 39**

Decisions of the Commission shall be made by a majority of the members present and voting.

### **Rule 40**

The Commission shall take no action in respect of any country without the agreement of the Government of that country.

### **Rule 41**

The Commission shall normally vote by show of hands. If any representative requests a roll-call, a roll-call shall be taken in the English alphabetical order of the names of the members.

### **Rule 42**

All elections shall be decided by secret ballot, unless, in the absence of any objection, the Commission decides to proceed without taking a ballot on an agreed candidate or slate.

### **Rule 43**

If a vote is equally divided upon matters other than elections, a second vote shall be taken. If this vote also results in equality, the proposal shall be regarded as rejected.

## **Chapter X Languages**

### **Rule 44**

**English, French and Russian shall be the working languages of the Commission.**

### **Rule 45**

Interventions made in any of the working languages shall be interpreted into the other working languages.

## **Chapter XI Records**

### **Rule 46**

Suspended.

### **Rule 47**

Suspended.

**Rule 48**

Suspended.

**Rule 49**

As soon as possible, the text of all reports, resolutions, recommendations and other formal decisions taken by the Commission and its subsidiary bodies shall be communicated to the members of the Commission, to the consultative members concerned, to all other States Members of the United Nations and to the specialized agencies.

**Chapter XII****Publicity of meetings****Rule 50**

The meetings of the Commission shall ordinarily be held in public. The Commission may decide that a particular meeting or particular meetings shall be held in private.

**Chapter XIII****Consultation with specialized agencies and the International Atomic Energy Agency****Rule 51**

(a) Where an item proposed for the provisional agenda for a session contains a proposal for new activities to be undertaken by the United Nations relating to matters that are of direct concern to one or more specialized agencies or the International Atomic Energy Agency, the Executive Secretary shall enter into consultation with the agency or agencies concerned and report to the Commission on the means of achieving coordinated use of the resources of the respective agencies.

(b) Where a proposal put forward in the course of a meeting for new activities to be undertaken by the United Nations relates to matters that are of direct concern to one or more specialized agencies or the International Atomic Energy Agency, the Executive Secretary shall, after such consultation as may be possible with the representatives at the meeting of the other agency or agencies concerned, draw the attention of the meeting to these implications of the proposal.

(c) Before deciding on proposals referred to above, the Commission shall satisfy itself that adequate consultations have taken place with the agencies concerned.

## **Chapter XIV**

### **Relations with non-governmental organizations**

#### **Rule 52**

Non-governmental organizations in general or in special consultative status with the Economic and Social Council may designate authorized representatives to sit as observers at public meetings of the Commission. Organizations on the Roster may have representatives present at such meetings as are concerned with matters within their field of competence. Non-governmental organizations in general consultative status with the Council may circulate to the members of the Commission written statements and suggestions on matters within their competence. Non-governmental organizations in special consultative status with the Council or on the Roster may submit such statements and suggestions to the Executive Secretary. The Executive Secretary shall prepare and distribute at each session of the Commission a list of such communications received, briefly indicating the substance of each of them. Upon the request of any member of the Commission, the Executive Secretary shall reproduce in full and distribute any such communication.

#### **Rule 53**

The Commission at its discretion may consult with non-governmental organizations in general or in special consultative status with the Economic and Social Council or on the Roster on matters concerning which the Commission regards these organizations as having special competence or knowledge. Such consultations may be arranged at the invitation of the Commission or at the request of the organization. In the case of non-governmental organizations in general consultative status, consultations should normally be held with the Commission itself. In the case of non-governmental organizations in special consultative status or on the Roster, consultations might be effected either directly or through ad hoc committees.

## **Chapter XV**

### **Reports**

#### **Rule 54**

The Commission shall submit to the Economic and Social Council a full report on its activities and plans, including those of any subsidiary bodies, once a year, and shall make interim reports at each regular session of the Council.<sup>15</sup>

## **Chapter XVI**

### **Amendments and suspensions**

#### **Rule 55**

Any of these rules of procedure may be amended or suspended by the Commission provided that the proposed amendments or suspensions do

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<sup>15</sup> The Council decided, in its resolution 232 (IX) of 12 July 1949, that "it does not, for the present, require the Commission to submit interim reports to each session, in accordance with point 6 of its terms of reference".

not attempt to set aside the terms of reference laid down by the Economic and Social Council.

### **Appendix**

#### **List of countries members of the Economic Commission for Europe**

(as at 9 January 2006)

Albania	Liechtenstein
Andorra	Lithuania
Armenia	Luxembourg
Austria	Malta
Azerbaijan	Monaco
Belarus	Netherlands
Belgium	Norway
Bosnia and Herzegovina	Poland
Bulgaria	Portugal
Canada	Republic of Moldova
Croatia	Romania
Czech Republic	Russian Federation
Denmark	San Marino
Estonia	Serbia
Finland	Slovakia
France	Slovenia
Georgia	Spain
Germany	Sweden
Greece	Switzerland
Hungary	Tajikistan
Iceland	The former Yugoslav Republic of Macedonia
Ireland	Turkey
Israel <sup>16</sup>	Turkmenistan
Italy	Ukraine
Kazakhstan	United Kingdom of Great Britain and
Kyrgyzstan	Northern Ireland
Latvia	United States of America
	Uzbekistan

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<sup>16</sup> Pursuant to Economic and Social Council resolution 1991/72, Israel became a member of the Commission on 26 July 1991, on a temporary basis.