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**Executive Board  
First Session (Regular)**

**Rome, 22 January 1996**

# **METHODS OF WORK AND RULES OF PROCEDURE**

**Agenda Item 5**

**E**

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## **METHODS OF WORK AND RULES OF PROCEDURE OF THE EXECUTIVE BOARD**

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## INTRODUCTION

1. At its Fortieth Session, the Committee on Food Aid Policies and Programmes (CFA) reviewed the progress reported by the Secretariat in the implementation of United Nations General Assembly resolution 48/162 (document CFA 40/7). The Committee also noted the options and recommendations formulated by the Secretariat in that document with regard to the *modus operandi* of the WFP Executive Board. In that context, the Committee agreed to provide guidance to the future Executive Board and to the Secretariat on the methods of work and the Rules of Procedure to be followed until such time as revised Rules were to be adopted by the Board.
2. The purpose of this document is to provide the Executive Board at the very beginning of its deliberations with a summary inventory of decisions taken by its predecessor body on the methods of work and the Rules of Procedure of the Board. Reference is also made, wherever appropriate, to requirements of General Assembly resolution 48/162.
3. It will be recalled, in this connection, that the Committee decided at its last session that the Executive Board "should use the rules provided by the General Assembly resolution and the Rules of Procedure of the CFA where the former were insufficient". The Committee also recommended that "the Executive Board should revise those Rules of Procedure as it found necessary and useful with a view to codifying its rules after a suitable period of operation" (document CFA 40/15, paragraph 26 a).

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## REPRESENTATION AND ATTENDANCE AT THE EXECUTIVE BOARD

4. General Assembly resolution 48/162 stipulates that, in addition to the 36 members of the Board, the right of participation shall also be reserved to a member State of the organization when its country programme is under consideration. [In the case of WFP, this includes development projects.] The Board may also invite member States of the organization who manifest a special interest in the item or items under consideration to participate in the deliberations without the right to vote (paragraph 27).
5. In accordance with this provision of the General Assembly resolution, and taking into account the practice followed by other Funds and Programmes of the United Nations system, as outlined in document CFA 40/7, the Committee decided at its Fortieth Session that members of FAO or the United Nations, who are not members of the Board, would be invited upon request to attend the annual session of the Board as observers. Those members who manifested a special interest would also be invited, upon request, to attend regular sessions of the Board as observers. In addition, representatives of appropriate United Nations bodies would be invited to all sessions



of the Board. Other organizations with a special interest may be invited, upon request, to attend sessions of the Board (document CFA 40/15, paragraph 28 d).

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## **COMPOSITION OF THE BUREAU OF THE EXECUTIVE BOARD**

6. The Committee decided at its Fortieth Session that the Executive Board Bureau, which shall be elected from among the country representatives of the Board, should consist of five members, one from each WFP electoral list A to E. Of these five members, one should be the President of the Board and another the Vice-President. The other three members should be representatives of their respective electoral lists. Each year, the President should normally be replaced by the Vice-President. Annually, the President's position should alternate between a Bureau member from lists A, B or C, and a Bureau member from lists D or E. Detailed arrangements for implementing that rotation should be left to the electoral lists to finalize (document CFA 40/15, paragraph 28 b).

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## **SESSIONS OF THE BOARD**

7. General Assembly resolution 48/162 stipulates that the Board meet in an annual session and that it determine the timing of that session (paragraph 26). In addition, the Board would meet in regular sessions held between the annual sessions (paragraph 27). The resolution also calls for improved modalities to be developed by the Funds and Programmes for regular informal briefings (paragraph 28).
8. The Committee decided at its Fortieth Session that a regular (organizational) session be held on 22 January 1996. The annual session in April or May 1996 should be immediately followed or preceded by a regular session. A third regular session would be held in October or November 1996 (document CFA 40/15, paragraph 28 a). During the debate of this agenda item, the Committee members fully endorsed the principle of holding regular informal briefings for the benefit of Board members and observers throughout 1996.

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## **LOCATION OF THE SESSIONS OF THE BOARD**

9. General Assembly resolution 48/162 states that the regular sessions of the Board should be held at the premises of the headquarters of the respective organization (paragraph 27).
10. The Committee decided at its Fortieth Session that the venue for Executive Board meetings should be WFP headquarters (document CFA 40/15, paragraph 26 d).



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## DOCUMENTATION

11. The Committee expressed its agreement with the Secretariat's proposal (document CFA 40/7, paragraphs 20 and 21) to keep the documentation prepared by the Secretariat for the Board brief and decision-oriented, and to include, where applicable, elements of draft decisions requested of the Board. The Committee also decided that Executive Board documents should be available to any member of WFP upon request. It determined that verbatim records would be prepared only for the annual session (document CFA 40/15, paragraph 28 c).

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## PROCEDURES FOR TAKING DECISIONS

12. General Assembly resolution 48/162 states that decision-making shall continue to be according to existing rules and that the practice of striving for consensus should be encouraged (paragraph 27).
13. The CFA Rules of Procedure which, *mutatis mutandis*, are also to guide the work of the Board for the time being, affirm this position by stressing that every effort shall be made to arrive at a decision on any matter other than a question of procedure by consensus of the members (Rule VIII, paragraph 1).

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## SUBSIDIARY BODIES

14. General Assembly resolution 48/162 did not foresee the establishment of any subsidiary bodies, and this is the practice followed by the Executive Boards of UNDP/UNFPA and UNICEF (document CFA 40/7, paragraph 12). Accordingly, the Committee decided at its Fortieth Session that the CFA's Sub-Committee on Projects should be abolished and Country Strategy Outlines, country programme documents and projects should be technically reviewed by the Board itself (document CFA 40/15, paragraph 26 b).

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## LANGUAGES

15. The Committee decided at its Fortieth Session that, for the time being, the Board's official languages should be those used by the CFA, namely, Arabic, English, French and Spanish, with special arrangements for Chinese (document CFA 40/15, paragraph 26 c).



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## **RECOMMENDATION**

16. The Executive Director recommends that the Executive Board reaffirm, at its First Regular Session, the above decisions taken at the Fortieth Session of the Committee on Food Aid Policies and Programmes. These encompass and are consistent with the guidance provided by General Assembly resolution 48/162 and are included in the Committee's Report of that Session (document CFA 40/15).



