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**Executive Board
Second Regular Session**

Rome, 22 - 24 May 1996

INFORMATION PAPER ON METHODS OF WORK OF THE EXECUTIVE BOARD

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Distribution: GENERAL
WFP/EB.2/96/INF/7
15 May 1996
ORIGINAL: ENGLISH

METHODS OF WORK OF THE EXECUTIVE BOARD

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1. At its Fortieth Session, the Committee on Food Aid Policies and Programmes (CFA) reviewed the progress report on the implementation of United Nations General Assembly resolution 48/162 and provided guidance to the Executive Board on the Rules of Procedure and methods of work.
2. The Executive Board at its First Regular Session, held on 22 and 23 January 1996, endorsed the proposals of the CFA, and agreed, *inter alia*, to use the rules provided by United Nations General Assembly resolution 48/162 and, when insufficient, apply the Rules of Procedure of the CFA. The Executive Board will revise the resulting Rules of Procedure as it deems necessary and useful with a view to codifying them after a suitable period of operation.
3. In light of the above, the Bureau of the Executive Board examined some of the Board's procedures and proposed some changes to the methods of work. The purpose of those changes is to facilitate the work of the Board, increase its efficiency and ensure clarity and transparency. The changes were discussed and endorsed by representatives of United Nations and FAO Member States at the informal briefing held by the Board's Bureau on 7 May 1996. The proposals will be introduced by the President of the Board, for approval by consensus, at the opening of the Second Regular Session.
4. The measures to be approved include the following:
 - a) *Avoid all pro forma statements.* To that end, it was proposed that the item entitled "Statements" be deleted from Board agendas. If a special guest is invited to address the Board, he/she should make a contribution to a specific agenda item.
 - b) *Avoid prepared speeches from members of the Board.* The Board should adopt an open dialogue that encourages a free exchange of ideas.
 - c) *Following the discussion of an item, agree on the decision or recommendation the Board adopts in regard to that item. The decision and/or recommendation may contain a brief commentary of a background nature.*
 - d) *At the end of the session, a paper containing all decisions and/or recommendations be provided to the Board's members, who will verify its accuracy on the understanding that the debate is not to be reopened. The title of the relevant agenda item will be changed to read: "Verification of decisions and recommendations".*
 - e) *A brief summary of the work at the meeting will be sent by the President to all members of the Board. The document will be prepared by the Rapporteur and discussed by the members of the Bureau, who will ensure the report is balanced*



and faithfully reflects the spirit of the debate. Bureau members are responsible for consulting with their respective regional groups.

- f) *Each document to include the names of the officers responsible, to facilitate any clarification needed in advance of the session, thus allowing the Board to focus discussions on strategic issues and adoption of decisions and/or recommendations.*
- g) *Country Directors, Regional Bureau Managers and national experts discussing projects/programmes to limit their interventions to clarifying statements and providing additional information that may not have been available at the time of preparation of the relevant documentation.*



