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Programa
Mundial
de Alimentos

**Executive Board
Third Regular Session**

Rome, 20–24 October 2003

ORGANIZATIONAL AND PROCEDURAL MATTERS

Agenda item 10

For approval

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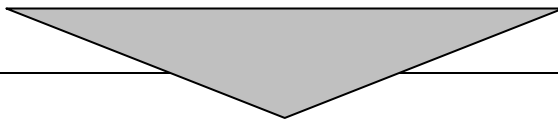
ORIGINAL: ENGLISH

PROVISIONAL BIENNIAL PROGRAMME OF WORK OF THE EXECUTIVE BOARD (2004–2005)

Note by the Bureau and the Secretariat

This document is printed in a limited number of copies. Executive Board documents are available on WFP's WEB site (<http://www.wfp.org/eb>).

Note to the Executive Board



This document is submitted for approval by the Executive Board.

The Secretariat invites members of the Board who may have questions of a technical nature with regard to this document to contact the WFP staff focal points indicated below, preferably well in advance of the Board's meeting.

Secretary to the Executive Board: Mr T. Yanga tel.: 066513-2603

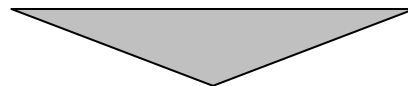
Assistant Secretary to the Executive Board: Mr O. Bula Escobar tel.: 066513-2326

Should you have any questions regarding matters of dispatch of documentation for the Executive Board, please contact the Supervisor, Meeting Servicing and Distribution Unit (tel.: 066513-2328).



1. At its Annual and Third Regular sessions of 2000, the Executive Board approved several recommendations for strengthening the governance of the World Food Programme. Among others, the Board made the decision that "strategic planning of the Board business should be undertaken by the Board itself. Each October the Board should review its programme of work for the forthcoming biennium and look back on its operations over the previous 12 months."¹
2. In accordance with the decisions on governance, the Board may also wish to:
 - a) consider the case for an occasional symposium;²
 - b) identify subjects that would benefit from being handled through an informal consultation before they were brought to the Board for decision;³ and
 - c) consider whether pre-session briefings should be arranged for the year 2004, and if so, on what subject(s).⁴
3. The Board may also wish to discuss the purpose of documents required.
4. The programme of work (see attachment) was prepared by the Secretariat under the guidance of the Bureau. It presents to the Board, **for its review and approval**, a proposed calendar of sessions for the years 2004 and 2005, and an annotated outline of each session's provisional agenda.
5. Also attached is the draft FAO/IFAD/WFP Calendar of Governing and Other Bodies, 2004-2005, prepared by the three organizations in an effort to harmonize their calendars of meetings. The dates of meetings of each organization are subject to the approval of those organizations' respective governing bodies.

Draft Decision



The Board approves the provisional biennial programme of work of the Executive Board for 2004-2005 as proposed by the Bureau and the Secretariat and amended by the Board during its discussions.

The Board further decides that the Bureau, in consultation with the membership, may review the programme of work and/or determine whether pre-session briefings and informal consultations are necessary, and, if so, on what subject(s).

¹ Executive Board decision 2000/EB.3/1, sub-paragraph (q), of 26 October 2000 (WFP/EB.3/2000/13).

² Ibid., sub-paragraph (c).

³ Ibid., sub-paragraph (j).

⁴ Ibid., sub-paragraph (s).



SUMMARY OF THE PROVISIONAL BIENNIAL PROGRAMME OF WORK OF THE EXECUTIVE BOARD (2004-2005)

EB.1/2004 (23–27 February)	EB.A/2004 (24–28 May)	EB.2/2004 (31 May–4 June)	EB.3/2004 (18–22 October)
<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Election of the Bureau ➤ Appointment of the Rapporteur 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Appointment of the Rapporteur 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Appointment the Rapporteur
<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Emergency Needs Assessments (A/C) ➤ Status Report on WFP's UNAIDS co-sponsorship (I) ➤ Follow-up to GA Resolution A/56/201 on TCPR (I) ➤ WFP Policy on staff recruitment and geographical representation (C) 	<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Annual Performance Report for 2003 (A) <p>including inter alia:</p> <ul style="list-style-type: none"> – Report on Post-Delivery Losses – Resourcing status of operations – Action taken on ECOSOC Resolutions – Synthesis of evaluation findings – Interim Report on Performance Indicators within RBM <ul style="list-style-type: none"> ➤ Nutrition Issues (C/A) <ul style="list-style-type: none"> ○ Nutrition and Emergencies ○ Food for Fortification ○ Food for nutrition 	<p>POLICY ISSUES</p>	<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Update of Consolidated framework of WFP policies (I) ➤ Follow up to ECOSOC & GA Resolution adopted in 2003 (C) ➤ Progress Report on School Feeding Exit Strategies (I) ➤ Food-based Safety Nets (A/C) ➤ Building National and Regional Capacities (A/C) ➤ Targeting (A/C)
<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p>	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p> <ul style="list-style-type: none"> ➤ Comprehensive Financial Report (including Report of the Executive Director on the waivers of costs (General Rules XII.4 and XIII.4)) (C) ➤ Audited biennial accounts 2002–2003 – w/comments of ACABQ and FAO Finance Committee (including Report on the Status of the PSA Equalization Account) (A) ➤ Amendments to Financial Regulations (A) ➤ Report of the Office of the Inspector-General (C) ➤ WFP pledging target 2005–2006 (A) 	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p>	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p> <ul style="list-style-type: none"> ➤ Follow-up on the Recommendations of the External Auditor
<p>EVALUATION REPORTS</p> <ul style="list-style-type: none"> ➤ PRRO Thematic Evaluation (C) ➤ WFP Assistance to internally displaced persons (IDP) in the DR Congo (C) ➤ UNJLC Iraq Review—Information Note (I) 	<p>EVALUATION REPORTS</p>	<p>EVALUATION REPORTS</p> <ul style="list-style-type: none"> ➤ Evaluation of the Sahel drought emergency operation (C) 	<p>EVALUATION REPORTS</p> <ul style="list-style-type: none"> ➤ Afghanistan PRRO (C) ➤ Eritrea Relief Operation (C) ➤ West Africa Coastal PRRO (C) ➤ UN inter-agency evaluation of contingency planning for Iraq (C)
<p>OPERATIONAL MATTERS</p> <p>Report on Transition from Relief to Development (I)</p> <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <ul style="list-style-type: none"> ➤ Gambia ➤ Benin <p>b) Budget increases to development projects</p>	<p>OPERATIONAL MATTERS</p>	<p>OPERATIONAL MATTERS</p> <p>Draft Country Programmes (C)</p> <ul style="list-style-type: none"> ➤ Madagascar ➤ Sierra Leone <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <ul style="list-style-type: none"> ➤ Laos ➤ Peru (SF/NUTR) ➤ Ecuador <p>b) Budget increases to development projects</p> <ul style="list-style-type: none"> ➤ CP Burkina Faso ➤ CP Uganda 	<p>OPERATIONAL MATTERS</p> <p>Country Programmes (A)</p> <ul style="list-style-type: none"> ➤ Madagascar ➤ Sierra Leone <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <ul style="list-style-type: none"> ➤ Côte d'Ivoire ➤ Central African Republic ➤ Guatemala <p>b) Budget increases to development projects</p>



EB.1/2004 (23–27 February)	EB.A/2004 (24–28 May)	EB.2/2004 (31 May–4 June)	EB.3/2004 (18–22 October)
<p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Nepal ➤ Sudan ➤ Cambodia ➤ Indonesia ➤ Armenia ➤ Republic of Congo <p>d) Budget increases to PRROs</p>		<p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Algeria ➤ Myanmar ➤ Ethiopia ➤ South Africa Regional <p>d) Budget increases to PRROs</p> <p><i>Reports of the Executive Director on operational matters (1 July–31 December 2003) (I)</i></p> <p>a) Development projects approved by the Executive Director</p> <p>b) Budget increases to development projects approved by the Executive Director</p> <p>c) Protracted relief and recovery operations approved by the Executive Director</p> <p>d) Budget increases to PRROs approved by the Executive Director</p> <p>e) Emergency operations approved by the Executive Director or jointly by the Executive Director and the Director-General of FAO</p>	<p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Iran ➤ Sri Lanka ➤ West Africa Coastal ➤ Ethiopia ➤ Uganda ➤ Liberia <p>d) Budget increases to PRROs</p> <p><i>Reports of the Executive Director on operational matters (1 January–30 June 2004) (I)</i></p> <p>a) Development projects approved by the Executive Director</p> <p>b) Budget increases to development projects approved by the Executive Director</p> <p>c) Protracted relief and recovery operations approved by the Executive Director</p> <p>d) Budget increases to PRROs approved by the Executive Director</p> <p>e) Emergency operations approved by the Executive Director or jointly by the Executive Director and the Director-General of FAO</p>
<p><i>Organizational and procedural matters</i></p> <ul style="list-style-type: none"> ➤ Guidelines on Urban Food Security Policy (I) 	<p><i>Organizational and procedural matters</i></p>	<p><i>Organizational and procedural matters</i></p>	<p><i>Organizational and procedural matters</i></p> <ul style="list-style-type: none"> ➤ Biennial programme of work 2005-2006 of the Executive Board and identification of issues that will require informal consultation (A)
<p><i>Administrative and managerial matters</i></p>	<p><i>Administrative and managerial matters</i></p> <ul style="list-style-type: none"> ➤ Composition of WFP international professional staff and higher categories (I) ➤ Information paper on the implementation of new security management arrangements (I) 	<p><i>Administrative and managerial matters</i></p> <ul style="list-style-type: none"> ➤ Reports of the Joint Inspection Unit (C) 	<p><i>Administrative and managerial matters</i></p>
<p><i>Summary of the work of the Third Regular Session of the Executive Board, 2003</i></p>		<p><i>Summary of the work of the First Regular Session of the Executive Board, 2004</i></p>	<p><i>Summary of the work of the Second Regular and Annual Sessions of the Executive Board, 2004</i></p>
<p><i>Other business</i></p>	<p><i>Other business</i></p>	<p><i>Other business</i></p>	<p><i>Other business</i></p>



SUMMARY OF THE PROVISIONAL BIENNIAL PROGRAMME OF WORK OF THE EXECUTIVE BOARD (2004-2005)

EB.1/2005 (31 Jan–4 Feb)	EB.A/2005 (30 May–3 June)	EB.2/2005 (6–10 June)	EB.3/2005 (7–11 Nov)
<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Election of the Bureau ➤ Appointment of the Rapporteur 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Appointment of the Rapporteur 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) 	<p>INTRODUCTION</p> <ul style="list-style-type: none"> ➤ Adoption of the agenda (A) ➤ Appointment the Rapporteur
<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Definition of Emergencies (A) ➤ Food for training (C) 	<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Annual Performance Report for 2004 (A) ➤ Strategic Plan (2005-2008) (A) ➤ Progress Report on the implementation of WFP Policy on HIV/AIDS (I) ➤ Food Aid Sources (C) ➤ Local Purchases and Procurement (C) 	<p>POLICY ISSUES</p>	<p>POLICY ISSUES</p> <ul style="list-style-type: none"> ➤ Current and future strategic issues (C) ➤ Update of Consolidated framework of WFP policies (I) ➤ Humanitarian Access (A/C) ➤ Exiting Emergencies (A/C)
<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p>	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p> <ul style="list-style-type: none"> ➤ Comprehensive Financial Report (C) 	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p>	<p>RESOURCE, FINANCIAL AND BUDGETARY MATTERS</p> <ul style="list-style-type: none"> ➤ Management Plan (2006–2007) (A) including Evaluations budget and workplan for 2006–2007 ➤ Update on Oversight Initiatives/ Risk Management (I) ➤ Follow-up on the Recommendations of the External Auditor (I)
<p>EVALUATION REPORTS</p> <ul style="list-style-type: none"> ➤ Thematic Review of Nutrition Interventions (C) ➤ Real time evaluation of a new emergency operation (C) 	<p>EVALUATION REPORTS</p>	<p>EVALUATION REPORTS (C)</p> <ul style="list-style-type: none"> ➤ Bangladesh CP ➤ Chad CP ➤ Uganda CP ➤ Rwanda Portfolio ➤ Targeting efficiency thematic evaluation ➤ OEDE impact study 	<p>EVALUATION REPORTS (C)</p> <ul style="list-style-type: none"> ➤ Food for Assets thematic evaluation ➤ Angola PRRO ➤ Colombia PRRO ➤ PR China phase-out impact evaluation
<p>OPERATIONAL MATTERS</p> <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <p>b) Budget increases to development projects</p> <p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Central African Republic ➤ Tajikistan ➤ Uganda <p>d) Budget increases to PRROs</p>	<p>OPERATIONAL MATTERS</p>	<p>OPERATIONAL MATTERS</p> <p>Draft Country Programmes (C)</p> <ul style="list-style-type: none"> ➤ Bangladesh ➤ Uganda ➤ Burkina Faso ➤ Ghana ➤ Chad <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <ul style="list-style-type: none"> ➤ Cape Verde ➤ Laos ➤ Peru (SF/NUTR) <p>b) Budget increases to development projects</p> <ul style="list-style-type: none"> ➤ CP Guinea <p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Great Lakes Regional ➤ Kenya <p>d) Budget increases to PRROs</p>	<p>OPERATIONAL MATTERS</p> <p>Country Programmes (A)</p> <ul style="list-style-type: none"> ➤ Bangladesh ➤ Uganda ➤ Burkina Faso ➤ Ghana ➤ Chad <p><i>Projects for Executive Board approval (A)</i></p> <p>a) Development projects</p> <p>b) Budget increases to development projects</p> <p>c) Protracted relief and recovery operations</p> <ul style="list-style-type: none"> ➤ Azerbaijan ➤ Afghanistan ➤ Liberia ➤ West Africa Coastal <p>d) Budget increases to PRROs</p>



EB.1/2005 (31 Jan–4 Feb)	EB.A/2005 (30 May–3 June)	EB.2/2005 (6–10 June)	EB.3/2005 (7–11 Nov)
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<i>Organizational and procedural matters</i>	<i>Organizational and procedural matters</i>	<i>Organizational and procedural matters</i>	<p><i>Organizational and procedural matters</i></p> <p>➤ Biennial programme of work 2006-2007 of the Executive Board and identification of issues that will require informal consultation (A)</p>
<i>Administrative and managerial matters</i>	<p><i>Administrative and managerial matters</i></p> <p>➤ Composition of WFP international professional staff and higher categories (I)</p> <p>➤ Information paper on the implementation of new security management arrangements (I)</p>	<p><i>Administrative and managerial matters</i></p> <p>➤ Reports of the Joint Inspection Unit (C)</p>	<i>Administrative and managerial matters</i>
<i>Summary of the work of the Third Regular Session of the Executive Board, 2004</i>		<i>Summary of the work of the First Regular Session of the Executive Board, 2005</i>	<i>Summary of the work of the Second Regular and Annual Sessions of the Executive Board, 2005</i>
<i>Other business</i>	<i>Other business</i>	<i>Other business</i>	<i>Other business</i>



ANNOTATED PROVISIONAL BIENNIAL PROGRAMME OF WORK OF THE EXECUTIVE BOARD (2004–2005)

(classified by subject and session)

POLICY ISSUES

- *Current and future strategic issues (C) (common to all sessions)*

Under this item, the Executive Director will provide, **for the Board's consideration**, an oral presentation on strategic issues facing the Programme.

EB.1/2004 (23–27 February)

- *Emergency Needs Assessments (A/C)*

The Executive Board, in its discussion of the first "Consolidated Framework of WFP Policies" at its 2002 Annual Session, requested the Secretariat to present proposals for policy topics to be discussed at future sessions, with particular focus on topics related to emergencies. WFP, in collaboration with its partners, has embarked on a process of evaluating and refining its emergency needs assessment capacities. This paper will review the results of that process. The paper will be **for approval or for consideration**, depending on whether or not the conclusions of the paper require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".

- *Status Report on WFP's UNAIDS co-sponsorship (I)*

During the discussion of the HIV/AIDS policy paper by the Board at the First Regular Session of 2003, the Executive Director indicated that WFP would move forward with UNAIDS co-sponsorship (Summaries, paragraph 17, WFP/EB.1/2003/11). This report, **for information**, will update the Board on the status of WFP's application for UNAIDS co-sponsorship.

- *Follow-up to GA Resolution A/56/201 on TCPR (I)*

Following the presentation of the document "Follow-up to ECOSOC and General Assembly Resolutions on Actions to Be Taken by the Executive Boards of the United Nations Funds and Programmes" (WFP/EB.1/2003/4-E), the Board recommended that the Bureau review the document and requested that the Secretariat report at a future session on follow-up action taken by WFP in compliance with the mandates contained in those resolutions approved by ECOSOC in 2002 and by the General Assembly in 2001/2002. This document is submitted **for information**.

- *WFP Policy on staff recruitment and geographical representation (C)*

Taking into account the observations and issues raised by members during the discussion of this topic at EB.A/2003, the Executive Director proposed, and the Board accepted, to submit at a future session a new document on the same topic. This document is submitted to the Board **for consideration**.

EB.A/2004 (24–28 May)

- *Annual Performance Report for 2003 (A)*

General Rule VII.2 states: "Each year the Executive Director shall submit to the Board **for its consideration and approval** an Annual Report and other reports as directed by the Board".

Governance recommendation (h), approved by the Board at its Third Regular Session in 2000 (decision 2000/EB.3/1—Follow-up to Executive Board Decision 2000/EB.A/6 on Governance), states: "An Annual Performance Report should be developed" based on the Biennial Management Plan previously approved. The report should include, as annexes, information currently provided in separate documents on such matters as post-delivery losses, the resourcing status of operations, action taken on Economic and Social Council (ECOSOC) resolutions, evaluation findings with their implications for lessons learned, accountability for results at the outcome and impact levels, and so on.



➤ *Nutrition Issues (three papers proposed to be discussed together)(C/A)*

The Secretariat proposes that the Executive Board focus the policy component of this session on nutrition, as this is one of the strategic priorities identified in the draft Strategic Plan and because it has not been the subject of recent policy discussion by the Board. This agenda item would include the following three papers **for consideration and approval**:

1. A paper on **nutrition and emergencies** would seek to identify and document how WFP and its partners are presently addressing nutrition in emergency situations and suggest ways to enhance the nutritional impact of WFP activities.
2. A paper on **food for nutrition** would inform the Board of the Programme's ongoing review of food-assisted mother-and-child nutrition programmes and identify the key principles that underlie the design and implementation of effective nutrition interventions.
3. A paper on **food fortification** would clarify the importance of using food aid to address micronutrient deficiencies, outline WFP's experiences with micronutrient fortification and propose ways to expand micronutrient fortification efforts, including through support for national capacities.

EB.3/2004 (18–22 October)

➤ *Update of Consolidated Framework of WFP Policies (I)*

At its Annual Session in 2000, the Executive Board approved the recommendations contained in the Report on the Working Group on Governance (decision 2000/EB.A/6). Governance recommendation (d) established that WFP policy statements should be codified in a compendium. The "Consolidated Framework of WFP Policies" was first submitted to the Board at its Annual Session in 2002. A hard copy of the update of the Consolidated Framework is submitted to the Board **for information**. (An electronic update is available at the WFP web site www.wfp.org.)

➤ *Follow up to ECOSOC & GA Resolutions adopted in 2003 (C)*

The Board will have before it, **for consideration**, a document outlining the sections of ECOSOC and General Assembly resolutions adopted in 2003 and relevant to the work of WFP. This document details and reports on issues that call for consideration and follow-up action by the Executive Boards of the United Nations Funds and Programmes.

➤ *Progress Report on School Feeding Exit Strategies (I)*

A "Progress Report on School Feeding Exit Strategies" will be presented **for information** in response to the decision by the Board, at its First Regular Session in 2003 (WFP/EB.1/2003/10), during its discussion of the policy paper on school feeding exit strategies, to request a progress report on implementation of the policy to be submitted to the Third Regular Session in 2004.

➤ *Food-based Safety Nets (A/C)*

This paper would examine the potential role of food aid in the context of social protection and safety nets, including possible policy and programming ramifications for WFP. This paper will be **for approval or consideration**, depending on whether or not the conclusions of the paper would require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".

➤ *Building National and Regional Capacities (A/C)*

This paper would engage the Board on possible ways to help ensure that national and regional capacities are established, strengthened and/or supported in the aftermath of an intervention by WFP. This paper will be **for approval or consideration**, depending on whether or not the conclusions of the paper require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".

➤ *Targeting (A/C)*

This paper would review and assess WFP's targeting policies and practices, update the Board on the latest trends in this area, and identify issues or areas upon which the Board might wish to focus particular attention. This paper would be **for approval or consideration**, depending on whether or not the conclusions of the paper require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".



EB.1/2005 (31 Jan–4 February)

➤ *Definition of Emergencies (A)*

This paper **for approval** would review the Programme's existing definition of emergencies in light of the definitions in use by other United Nations agencies and partners and current emergency trends. This paper is prepared in response to the Board's request, in its discussion of the first "Consolidated Framework of WFP Policies" at its 2002 Annual Session, the Secretariat present proposals for policy topics to be discussed at future sessions, with particular focus on topics related to emergencies.

➤ *Food for training (C)*

This paper, **for consideration**, would examine lessons learned from past experiences, including implementation of the commitment, articulated in the Gender Policy approved by the Board at its Third Regular Session of 2002, to ensure that women and adolescent girls constitute at least 70 percent of the participants in food-assisted training activities.

EB.A/2005 (30 May–3 June)

➤ *Annual Performance Report for 2004 (A)*

General Rule VII.2 states: "Each year the Executive Director shall submit to the Board **for its consideration and approval** an Annual Report and other reports as directed by the Board".

Governance recommendation (h), contained in document "Follow-up to Executive Board Decision 2000/EB.A/6 on Governance" (WFP/EB.3/2000/3-A), approved by the Board at its Third Regular Session of 2000, states: "An Annual Performance Report should be developed" based on the Biennial Management Plan previously approved. The report should include as annexes information currently provided in separate documents on such matters as post-delivery losses, the resourcing status of operations, action taken on ECOSOC resolutions, evaluation findings, with their implications for lessons learned, accountability for results at the outcome and impact levels, and so on.

➤ *Strategic Plan (2005–2008) (A)*

At its Third Regular Session in 2000 the Executive Board approved the recommendations contained in the Report on the Working Group on Governance (decision 2000/EB.A/6). Governance recommendation (b) establishes that the current Strategic and Financial Plan should be adapted into a Strategic Plan, notably by the incorporation of results-based objectives. The Strategic Plan was first presented at the Third Regular Session of 2003. This document is submitted to the Board **for approval**.

➤ *Progress Report on the implementation of WFP Policy on HIV/AIDS (I)*

A "Progress Report on the Implementation of the WFP Policy on HIV/AIDS" will be presented **for information** in response to the decision of the Board at its First Regular Session, 2003 (WFP/EB.1. 2003/10) during its discussion of the policy paper on HIV/AIDS to request a progress report on implementation of the policy to be submitted to the Board in 2005.

➤ *Food Aid Sources (C)*

This paper, **for consideration**, would review trends in the availability and sources of food aid, and the implications of those trends for the Programme.

➤ *Local Purchases and Procurement (C)*

This paper, **for consideration**, would clarify WFP's purchase and procurement of services and commodities and these efforts' potential for making a positive contribution in developing countries.

EB.3/2005 (7–11 November)

➤ *Update of Consolidated framework of WFP policies (I)*

At its Annual Session in 2000, the Executive Board approved the recommendations contained in the Report on the Working Group on Governance (decision 2000/EB.A/6). Governance Recommendation (d) established that WFP policy statement should be codified in a compendium. The "Consolidated Framework of WFP Policies" was first submitted to the Board at its Annual Session in 2002. A hard copy of the update of the Consolidated Framework is submitted to the Board **for information**. (An electronic update is available on the WFP website www.wfp.org.)



➤ *Humanitarian Access (A/C)*

This paper would inform the Board of processes that clarify the Programme's approach, in collaboration with its United Nations partners, to securing safe and unhindered access to people affected by emergencies, and seek guidance where needed. The paper is prepared in response to the Board's request, in its discussion of the first "Consolidated Framework of WFP Policies" at its 2002 Annual Session, that the Secretariat present proposals for policy topics to be discussed at future sessions, with particular focus on topics related to emergencies. This paper will be **for approval or consideration**, depending on whether or not the conclusions of the paper require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".

➤ *Exiting Emergencies (A/C)*

This paper will review lessons learned from WFP and partner experiences in closing down emergency operations in countries where longer term activities were not deemed necessary. The paper, which would seek to engage the Board on potential policy options and approaches, is prepared in response to the Board's request, in its discussion of the first "Consolidated Framework of WFP Policies" at its 2002 Annual Session, that the Secretariat present proposals for policy topics to be discussed at future sessions with particular focus on topics related to emergencies. This paper will be **for approval or consideration**, depending on whether or not the conclusions of the paper would require Executive Board approval of any specific policy changes in the "Consolidated Framework of WFP Policies".

RESOURCE, FINANCIAL AND BUDGETARY MATTERS

EB.A/2004 (24–28 May)

➤ *Comprehensive Financial Report (including Report of the Executive Director on the waivers of costs (General Rules XII.4 and XIII.4)) (C)*

The Board will have before it, **for consideration**, a comprehensive report on various financial issues. The document will include, *inter alia*, a policy paper on the management of local funds (held in custody in decentralized offices) and the Report of the Executive Director on the Waivers of costs.

➤ *Audited Biennial Accounts 2002–2003, with comments of the ACABQ and FAO Finance Committee (including Report on the Status of the PSA Equalization Account) (A)*

In accordance with General Regulation XIV.6 (b), the Executive Director will submit to the Board, **for approval**, the biennial financial statements of WFP, together with the reports of the External Auditor. The financial statements are submitted under cover of the Executive Director's statement on the biennial accounts.

In addition and as requested by the Board at its Third Regular Session in 2002, a report on the status of the PSA Equalization Account will be submitted together with the Audited Biennial Accounts.

➤ *Amendments to Financial Regulations (A)*

Pursuant to General Regulation XIV, the Board will have before it, **for approval**, proposed amendments to the Financial Regulations. These are required in line with the decisions of the Board on governance concerning the Strategic Plan and Management Plan.

Pursuant to General Regulation XIV.4, the Executive Director has forwarded the document for review to the ACABQ and the FAO Finance Committee. Their comments and recommendations will be submitted to the Board **for information**.

➤ *Report of the Office of the Inspector-General (C)*

In accordance with WFP's General Regulations, Article VI.2 (b) (viii), the Report of the Office of the Inspector-General for the period 2002–2003 is hereby submitted to the Executive Board **for consideration**. The Board may wish to provide its comments, which together with the report will be forwarded to the United Nations Office of Internal Oversight Services, as established by Board decision 1996/EB.3/3.



➤ *WFP pledging target 2005–2006 (A)*

The Board will have before it, **for approval**, a document presenting the Executive Director's proposed pledging target for the biennium 2005–2006, to be presented to the Pledging Conference jointly convened by the Secretary-General of the United Nations and the Director-General of FAO, to be held in the first week of November 2004.

EB.3/2004 (18–22 October)

➤ *Follow-up on the Recommendations of the External Auditor*

- ◇ Final Report on the Implementation of Recommendations in the 2000–2001 Report of the External Auditor
- ◇ Progress Report on the Implementation of Recommendations in the 2002–2003 Report of the External Auditor

EB.A/2005 (30 May–3 June)

➤ *Comprehensive Financial Report (C)*

The Board will have before it, **for consideration**, a document that presents various financial issues in a comprehensive report.

Pursuant to General Regulation XIV.4, the Executive Director will forward the document for review to the ACABQ and the FAO Finance Committee. Their comments and recommendations will be submitted to the Board **for information**.

EB.3/2005 (7–11 November)

➤ *Management Plan (2006–2007) including Evaluation Budget and Workplan for 2006–2007 (A)*

At its Annual Session in 2000, the Executive Board approved the recommendations contained in the Report on the Working Group on Governance (decision 2000/EB.A/6). Governance recommendation (f) established that a Management Plan would be submitted to the Board each financial biennium. The first Management Plan was presented to the Board at the Third Regular Session, 2003 ((Management Plan 2004–2005). The document is submitted to the Board **for approval**.

➤ *Update on Oversight Initiatives/Risk Management (I)*

This is an update on the "Best Practices in Oversight Mechanisms" paper (WFP/EB.3/2003/5-D/1) presented to the Board at its Third Regular Session in 2003. The paper focuses on: the Secretariat's planned improvements and enhancements, the implementation plan and progress made towards achieving the tasks set out in it, and/or on initiation of the corporate risk-management process, providing a timetable for preparation of a WFP risk-management policy and strategy and for the roll-out to all country and regional offices and other business units in the Programme.

➤ *Follow-up on the Recommendations of the External Auditor (I)*

Second Progress Report on the Implementation of the Recommendations in the 2002–2003 Report of the External Auditor

EVALUATION REPORTS

EB.1/2004 (23–27 February)

The Evaluation documents submitted under this item are presented to the Board **for consideration**. The Board is requested to take note of the report and the associated information note summarizing the action taken so far by management in implementing the recommendations. The UNJLC Iraq Review Information Note is for information.

➤ *PRRO Thematic Evaluation*



The PRRO category was introduced in 1998, replacing the former more restricting protracted relief operation (PRO) category for refugees and displaced persons. The new category places a greater emphasis on rehabilitation and recovery. This thematic evaluation looks, *inter alia*, at the relevance and efficiency of the PRRO programming category, particularly the added value of transforming former PROs and emergency operations into PRROs.

- WFP assistance to internally displaced persons (IDPs) in the Democratic Republic of the Congo

The DRC evaluation was undertaken in March-April 2003. It focused on the effectiveness of WFP relief operations for some 1.4 million displaced persons in the country and was based on geographical case studies that sought to capture the different realities in various parts of the country. A consciously participatory approach was adopted.

- UNJLC Iraq Review—Information Note

At the request of the Surface Transport Service (OTL), a review of the Iraq United Nations Joint Logistics Centre was undertaken in September 2003. This review will allow comparisons with the earlier review of the Afghanistan UNJLC and will identify lessons for future UNJLCs.

EB.2/2004 (31 May–4 June)

The Evaluation document submitted under this item is presented to the Board **for consideration**. The Board is requested to take note of the report.

- Evaluation of the Sahel drought emergency operation (C)

At the time of writing, the concept paper for this evaluation is being finalized. It is anticipated that the mission will take place in November 2003 and that three out of the five EMOP countries will be visited (Mali, Mauritania and Senegal or Gambia), which together represent over 90 percent of the planned beneficiaries. The evaluation will focus on the outcomes of the two main objectives (nutritional support and asset maintenance) of the planning document.

EB.3/2004 (18–22 October)

The Evaluation documents submitted under this item are presented to the Board **for consideration**. The Board is requested to take note of the reports and the associated information notes summarizing the action taken so far by management in implementing the recommendations.

- Afghanistan PRRO

The Afghanistan PRRO evaluation will take place in early 2004 and will focus on the transition from emergency to recovery activities in the country, and on the role of food aid in the new Afghanistan context. The concept paper is being developed at the time of writing. A preliminary evaluation-planning workshop will take place in Kabul in November 2003.

- Eritrea relief portfolio

The Eritrea relief portfolio evaluation will take place in October/November 2003. It will focus on outcomes of the relief operations and emergency-to-recovery linkages.

- West Africa Coastal PRRO

The West Africa Coastal PRRO is WFP's largest and longest-running relief operation in the West Africa region. It was last evaluated by OEDE in 1996. The concept paper for this new evaluation, which is expected to take place in early 2004, is currently being finalized. The evaluation may focus on IDPs, in view of renewed interest in this group in the region, and on the benefits and constraints of the regional approach.

- United Nations inter-agency evaluation of contingency planning for the Iraq operation

Discussions of this proposed inter-agency evaluation commenced in the summer of 2003, but recent events in Baghdad may lead to a postponement of the mission and, consequently, a postponement of the submission of the evaluation report. OCHA is taking the lead in developing the concept paper and terms of reference for the mission, in which UNHCR, UNICEF and WFP, among others, may participate. The focus of the current draft concept paper is on contingency planning and its impact on the effectiveness of the operations.



EB.1/2005 (31 Jan–4 February)

The Evaluation documents submitted under this item are presented to the Board **for consideration**. The Board is requested to take note of the reports and the associated information note summarizing the action taken so far by management in implementing the recommendations.

- Thematic review on nutrition interventions

The thematic evaluation will review WFP's different approaches in nutrition interventions, based on a number of case studies in different geographical regions. The evaluation will take place in 2004 and is to be conducted in close collaboration with the Nutrition Service (PSPN), with whom the concept paper is currently being developed.

- Real-time evaluation of a new emergency operation⁵

The emergency operation for this proposed second real-time evaluation has yet to be identified. The current plan is that it should be a single-country quick-onset emergency operation. (WFP's first real-time evaluation was of the six-country regional southern Africa emergency operation and took place during 2002–2003).

EB.2/2005 (6–10 June)

The Evaluation documents submitted under this item are presented to the Board **for consideration**. The Board is requested to take note of the report and the associated information note summarizing the action taken so far by management in implementing the recommendations.

- Bangladesh CP
- Chad CP
- Uganda CP

The above three country programme evaluations will follow individually tailored terms of reference rather than the previous generic terms of reference and will focus on the relevance and outcomes of the CP activities. Chad and Uganda are first-generation CPs; Bangladesh is a second-generation CP.

- Rwanda portfolio

The Rwanda portfolio evaluation will examine WFP's relief operations and development activities in the country, including the linkages between the two.

- Thematic evaluation on targeting efficiency

At the time of writing, the concept paper for this thematic evaluation is being developed. It is anticipated that the evaluation will use earlier OEDE evaluations as resource material and will be based on number of new case studies. A particular focus of the evaluation will be targeting efficiency in relief operations.

In addition, an OEDE impact study will be presented **for consideration**. This study will examine the impact of OEDE-managed evaluations and recommendations, with a focus on the medium- to long-term follow-up on the most significant recommendations arising from evaluations undertaken in recent years.

EB.3/2005 (7–11 November)

The Evaluation documents submitted under this item are presented to the Board **for consideration**. The Board is requested to take note of the report and the associated information note summarizing the action taken so far by management in implementing the recommendations.

- Thematic evaluation on food for assets

The evaluation should commence in the latter half of 2004 and focus on WFP's experience in creating sustainable assets. The concept paper will be developed in close consultation with the Policy and External Affairs Department (PED).

⁵The real-time evaluation is of a new emergency operation that will start in the year 2004. At the time of writing, the operation has yet to be identified.



➤ Angola PRRO

The Angola PRRO evaluation will be a follow-up to the evaluation undertaken in late 2001 and should yield interesting lessons in view of the political changes that have taken place in the country since then.

➤ Colombia PRRO

The concept paper for the Colombia PRRO evaluation has yet to be developed. The evaluation should take place in early 2005.

➤ People's Republic of China phase-out impact evaluation

The evaluation should take place in late 2004 or early 2005. Its focus will be the impact of WFP operations over the 20 years of WFP presence in the country, since the early 1980s.

OPERATIONAL MATTERS

EB.1/2004 (23–27 February)

➤ Report on the Transition from Relief to Development (I)

The Board will have before it, the Report on the Transition from Relief to Development, produced by the New York-based task force. The report is submitted to the Board **for information**.

Projects for Executive Board approval (A)

a) Development projects

The Board will have before it, **for approval**, the following development projects exceeding the Executive Director's delegated authority:

- Benin
- Gambia

b) Protracted relief and recovery operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director's delegated authority:

- Armenia
- Cambodia
- Indonesia
- Nepal
- Republic of Congo
- Sudan

EB.2/2004 (31 May–4 June)

Draft Country Programmes (C)

In October 2002, the Executive Board approved the harmonized procedure for country programme approval (WFP/EB.3/2002/4-B), whereby draft country programmes will be reviewed by the Board at the Second Regular Session in June. The country programme will then be posted on the WFP website and approved at the Third Regular Session on a "no-objection" basis, i.e. it will be discussed if, and only if, five Board members or more request it in writing (ref. WFP/EB.2/2003/INF/6). The following country programmes would be reviewed on that basis:

- Madagascar
- Sierra Leone

Projects for Executive Board approval (A)

a) Development projects

The Board will have before it, **for approval**, the following development projects exceeding the Executive Director's delegated authority:



- Ecuador
- Laos
- Peru (School Feeding/Nutrition)

b) Budget increases to development projects

The Board will have before it, **for approval**, budget increases to the following development projects exceeding the Executive Director's delegated authority.

- Country Programme—Burkina Faso
- Country Programme—Uganda

c) Protracted relief and recovery operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director's delegated authority:

- Algeria
- Ethiopia
- Myanmar
- South Africa Regional

Reports of the Executive Director on operational matters (1 July–31 December 2003) (I)

The Board may have before it, **for information**, summaries of development projects, PRROs and EMOPs; and summaries of budget increases to development projects and PRROs approved by the Executive Director within his delegated authority. It may also have EMOPs approved by the Executive Director and by the Director-General of FAO under the authority delegated in subparagraph (b) of the Appendix to the General Rules.

EB.3/2004 (18–22 October)

Country Programmes (A)

In October 2002, the Executive Board approved the harmonized procedure for country programme approval (WFP/EB.3/2002/4-B), whereby draft country programmes will be reviewed by the Board at the Second Regular Session in June. The country programme will then be posted on the WFP website and approved at the Third Regular Session on a “no-objection” basis, i.e. it will be discussed if, and only if, five Board members or more request it in writing (ref. WFP/EB.2/2003/INF/6). The following country programme would be approved on that basis:

- Madagascar
- Sierra Leone

Projects for Executive Board approval (A)

a) Development projects

The Board will have before it, **for approval**, the following development projects exceeding the Executive Director's delegated authority:

- Central African Republic
- Côte d'Ivoire
- Guatemala

b) Protracted relief and recovery operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director's delegated authority:

- Ethiopia
- Iran
- Liberia
- Sri Lanka
- Uganda
- West Africa Coastal

Reports of the Executive Director on operational matters (1 January–30 June 2004) (I)

The Board may have before it, **for information**, summaries of development projects, PRROs and EMOPs; and summaries of budget increases to development projects and PRROs approved by the Executive Director within his delegated authority. It may also have EMOPs approved by the Executive Director and by the Director-General of FAO under the authority delegated in subparagraph (b) of the Appendix to the General Rules.



EB.1/2005 (31 Jan–4 February)*Projects for Executive Board approval (A)*

a) Protracted relief and recovery operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director's delegated authority:

- Central African Republic
- Tajikistan
- Uganda

EB.2/2005 (6–10 June)*Draft Country Programmes (C)*

In October 2002, the Executive Board approved the harmonized procedure for country programme approval (WFP/EB.3/2002/4-B), whereby draft country programmes will be reviewed by the Board at the Second Regular Session in June. The country programme will then be posted on the WFP website and approved at the Third Regular Session on a "no-objection" basis, i.e. it will be discussed if, and only if, five Board members or more request it in writing (ref. WFP/EB.2/2003/INF/6). The following country programme would be approved on that basis:

- Bangladesh
- Burkina Faso
- Chad
- Ghana
- Uganda

Projects for Executive Board approval (A)

a) Development projects

The Board will have before it, for approval, the following development projects exceeding the Executive Director's delegated authority:

- Cape Verde
- Laos
- Peru (School Feeding/Nutrition)

b) Budget increases to development projects

The Board will have before it, **for approval**, budget increase to the following development project exceeding the Executive Director's delegated authority.

- Country Programme Guinea

c) Protracted relief and recovery operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director's delegated authority:

- Great Lakes Regional
- Kenya

Reports of the Executive Director on operational matters (1 July–31 December 2004) (I)

The Board may have before it, for information, summaries of development projects, PRROs and EMOPs; and summaries of budget increases to development projects and PRROs approved by the Executive Director within his delegated authority. It may also have EMOPs approved by the Executive Director and by the Director-General of FAO under the authority delegated in subparagraph (b) of the Appendix to the General Rules.



EB.3/2005 (7–11 November)

Country Programmes (A)

In October 2002, the Executive Board approved the harmonized procedure for country programme approval (WFP/EB.3/2002/4-B), whereby draft country programmes will be reviewed by the Board at the Second Regular Session, in June. The country programme will be then posted on the WFP website and approved at the Third Regular Session on a “no-objection” basis, i.e. it will be discussed if, and only if, five Board members or more request it in writing (ref. WFP/EB.2/2003/INF/6). The following country programmes would be approved on that basis:

- Bangladesh
- Burkina Faso
- Chad
- Ghana
- Uganda

Projects for Executive Board approval (A)

a) Protracted Relief and Recovery Operations

The Board will have before it, **for approval**, the following protracted relief and recovery operations exceeding the Executive Director’s delegated authority:

- Azerbaijan
- Afghanistan
- Liberia
- West Africa Coastal

Reports of the Executive Director on operational matters (1 January–30 June 2005) (I)

The Board may have before it, for information, summaries of development projects, PRROs and EMOPs; and summaries of budget increases to development projects and PRROs approved by the Executive Director within his delegated authority. It may also have EMOPs approved by the Executive Director and by the Director-General of FAO under the authority delegated in subparagraph (b) of the Appendix to the General Rules.

ORGANIZATIONAL AND PROCEDURAL MATTERS

EB.1/2004 (23–27 February)

- *Guidelines on Urban Food Security Policy (I)*

During its discussion of the Urban Food Security Policy paper at the 2002 Annual Session, the Board requested that the Secretariat provide at a future session the guidelines for implementing the policy. A paper containing those guidelines will be presented to the Executive Board **for information**.

EB.3/2004 (18–22 October)

- *Biennial programme of work 2005–2006 of the Executive Board and identification of issues that will require informal consultation (A)*

Pursuant to Rule III of the Rules of Procedure, the Board will have before it, **for approval**, its Provisional Programme of Work for the period 2005–2006. In accordance with its decisions 2000/EB.A/6 and 2000/EB.3/1, during the review of the Provisional Programme of Work, the Board should also:

- advise on the purpose of each document (for approval, for consideration, or for information);
- consider the case for an occasional symposium on food aid;
- identify subjects that would benefit from being handled through an informal consultation before being brought to the Board for decision; and
- look back on its operations over the previous 12 months, and decide if pre-session briefings should be arranged for the following year, and if so, on which subjects.



EB.3/2005 (7–11 November)

Biennial Programme of Work 2006–2007 of the Executive Board and identification of issues that will require informal consultation (C/A)

Pursuant to Rule III of the Rules of Procedure, the Board will have before it, **for consideration and approval**, its Provisional Programme of Work for the period 2006–2007. In accordance with its decisions 2000/EB.A/6 and 2000/EB.3/1, during the review of the Provisional Programme of Work, the Board should also:

- advise on the purpose of each document (for approval, for consideration, or for information);
- consider the case for an occasional symposium on food aid;
- identify subjects that would benefit from being handled through an informal consultation before being brought to the Board for decision; and
- look back on its operations over the previous 12 months, and decide if pre-session briefings should be arranged for the following year, and if so, on which subjects.

ADMINISTRATIVE AND MANAGERIAL MATTERS

EB.A/2004 (24–28 May)

- *Composition of WFP international professional staff and higher categories (I)*

The Board will have before it, **for information**, a list of international Professional staff and higher-level staff with contracts of one year or longer employed by WFP as at 31 December 2003. This includes WFP international professional staff, junior professional officers and United Nations volunteers as well as other categories of staff employed by the Programme.

- *Information paper on the implementation of New Security Management Arrangements (I)*

At its Annual Session of 2002, the Executive Board considered the document “Implementation of Funding Arrangements for United Nations Staff Safety and Security” (WFP/EB.A/2002/6-B) and took note of the information it contained, including the Secretariat’s intention to inform the Board periodically of progress. The Biennial Programme of Work for 2003–2004 (WFP/EB.3/2002/11/Rev.1) approved by the Board scheduled the Secretariat’s update on this important topic for its Annual Session each year. This document is submitted **for information**.

EB.2/2004 (31 May–4 June)

- *Reports of the Joint Inspection Unit for 2003 (C)*

The Executive Board, by its decision 1998/EB.A/7, recommended that the Bureau review future JIU reports and present its observations for the Board’s consideration. The Secretariat presented to the Bureau a summary report containing the recommendations of, and follow-up action on, those JIU reports issued in 2003 that are of direct relevance to the work of WFP. The Bureau will present this summary to the Board, **for consideration**.

EB.A/2005 (30 May–3 June)

- *Composition of WFP international professional staff and higher categories (I)*

The Board will have before it, **for information**, a list of international Professional staff and higher-level staff with contracts of one year or longer employed by WFP as at 31 December 2004. This includes WFP international Professional staff, Junior Professional Officers, United Nations Volunteers, and other categories of staff employed by the Programme.



- *Information paper on the implementation of new security management arrangements (I)*

At its Annual Session of 2002, the Executive Board considered the document “Implementation of Funding Arrangements for United Nations Staff Safety and Security” (WFP/EB.A/2002/6-B) and took note of the information it contained, including the Secretariat’s intention to inform the Board periodically of progress. The Biennial Programme of Work for 2003–2004 (WFP/EB.3/2002/11/Rev.1) approved by the Board scheduled the Secretariat’s update on this important topic for its Annual Session each year. This document is submitted **for information**.

EB.2/2005 (6–10 June)

- *Reports of the Joint Inspection Unit (C)*

The Executive Board, by its decision 1998/EB.A/7, recommended that the Bureau review future JIU reports and present its observations for the Board’s consideration. The Secretariat presented to the Bureau a summary report containing the recommendations of, and follow-up action on, those JIU reports issued in 2004 that are of direct relevance to the work of WFP. The Bureau will present this summary to the Board, **for consideration**.



PROVISIONAL FAO/IFAD/WFP CALENDAR OF GOVERNING AND OTHER BODIES 2004-2005

	2004		2005	
JANUARY				
FEBRUARY	IFAD/GC WFP	16–20 23–27	18 COAG 65 CCP WFP IFAD/GC	5–6 8–11 31/1–4/2 21–25
MARCH	23 ARC 27 NERC 76 CCLM	1–5 13–17 30–31	26 COFI 17 COFO	7–11 14–18
APRIL	IFAD/EB 28 LARC	19–23 26–30	78 CCLM 19 COAG IFAD/EB	4–5 11–15 18–22
MAY	24 ERC 91 PC 106 FC 27 APRC WFP	5–7 10–14 10–14 17–21 24–28	108 FC 93 PC WFP 31 CFS	9–13 9–13 30/5–3/6 23–27
JUNE	WFP	31/5–4/6	WFP 128 CL	6–10 20–25
JULY				
AUGUST				
SEPTEMBER	IFAD/EB 92 PC 107 FC 30 CFS	6–10 13–17 13–17 20–24	IFAD/EB 109 FC 94 PC 79 CCLM	5–9 19–23 19–23 28–29
OCTOBER	77 CCLM WFD WFP	5–6 15 (Fri) 18–22	WFD	17 (Mon)
NOVEMBER	127 CL IFAD/EB	22–27 29/11–3/12	WFP 129 CL 33 C 130 CL	7–11 15–17 18–29 30
DECEMBER			IFAD/EB	12–16

Eid Al-Adha: 1 February 2004
Easter: 11 April 2004
Ramadan: 16 October–13 November 2004
Eid Al-Fitr: 14 November 2004

Eid Al-Adha: 21 January 2005
Easter: 27 March 2005
Ramadan: 4 October–2 November 2005
Eid Al-Fitr: 3 November 2005

APRC	Regional Conference for Asia and the Pacific	ERC	Regional Conference for Europe
ARC	Regional Conference for Africa	FC	Finance Committee
C	Conference	IFAD/EB	IFAD Executive Board
CCLM	Committee on Constitutional and Legal Matters	IFAD/GC	IFAD Governing Council
CCP	Committee on Commodity Problems	LARC	Regional Conference for Latin America and the Caribbean
CFS	Committee on World Food Security	NERC	Regional Conference for the Near East
CL	Council	PC	Programme Committee
COAG	Committee on Agriculture	WFD	World Food Day
COFI	Committee on Fisheries	WFP	World Food Programme Executive Board
COFO	Committee on Forestry		

