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Report on the progress of the reform of the Organization (White Paper)

Annex 1

Merging of the Programme Committee and the Committee on Budget and Finance

Introduction

1. Following the decisions CE/DEC/4(LXXXVIII)¹ and CE/DEC/5(LXXXIX)² of the Executive Council in its 88th and 89th sessions, the Secretariat submits to the General Assembly (GA), for its approval, the rules of procedure of the Programme and Budget Committee (PBC), which is the result of the merger of the Programme Committee (PC) and the Committee on Budget and Finance (CBF).
2. This fusion implies the modification of several articles of the **Rules of Procedure of the Executive Council**, the **Financial Regulations** and the **Detailed Financial Provisions** of the World Tourism Organization. These modifications are mentioned in the first part of the present document.
3. Rules of procedure of the new PBC are submitted to the General Assembly in the second part of the document. Once approved by the Assembly, they will come into force immediately after the 19th session of the General Assembly (Republic of Korea).

I. Proposed modifications of the *Rules of Procedure of the Executive Council*, the *Financial Regulations* and the *Detailed Financial Provisions* of the World Tourism Organization

4. As a result of the fusion of the Programme Committee and the Committee on Budget and Finance into one Programme and Budget Committee (PBC), some articles of the *Rules of Procedure of the*

¹ The Executive Council, (...) approves the common proposal of the Programme Committee and of the Committee on Budget and Finance to merge into one Programme and Budget Committee (PBC) and requests the Secretary-General to submit to the Executive Council, at its 89th session, draft preliminary regulations for the future PBC;

² The Executive Council,

Having considered the report of the Secretary-General on the merging of the Programme Committee and the Committee on Budget and Finance,

1. Approves the rules of procedure of the future Programme and Budget Committee (PBC), with the following additional modifications:

- a. Members of the PBC representing their countries shall be named by the Council in their personal capacity,
- b. The terms of the members shall be four years. However, one-half of the membership shall be changed every two years. In this regard, the rules of procedure of the Executive Council apply, and

2. Requests the Secretary-General to operate the necessary modifications in the *Rules of Procedure of the Executive Council*, the *Financial Regulations* and the *Detailed Financial Provisions* of the World Tourism Organization, for their final approval by the General Assembly.

Executive Council, the *Financial Regulations* and the *Detailed Financial Provisions* of the World Tourism Organization should be modified as follows:

5. In articles 5.3.a), 5.3.b) and 5.3.c), of the *Financial Regulations*, in the regulation 5, paragraphs 3.07 and 3.08 of the *Detailed Financial Provisions*, all references to PC and/or CBF should be replaced by references to the PBC. Detailed information on these changes is contained in document A/19/10(g).
6. Rule 9 of the *Rules of Procedure of the Executive Council*, should be modified as follows.

Current text	Proposed text
<p>Rule 9</p> <p>1. The Council shall establish two main committees, the Technical Committee for Programme and Coordination and the Committee on Budget and Finance.</p> <p>2. These Committees shall elect their own officers, with the exception of the Chairmen, who shall be appointed by the Council.</p> <p>3. These Committees shall meet immediately before the appropriate sessions of the Council to consider documents submitted to the Council which fall within their competence and shall report to it on the matters which they have considered.</p>	<p>Rule 9</p> <p>1. The Council shall establish one main committee, the <u>Programme and Budget Committee</u>.</p> <p>2. <u>This Committee</u> shall elect <u>a Chairperson and a Vice-Chairperson</u>.</p> <p>3. <u>This Committee</u> shall meet immediately before the appropriate sessions of the Council to consider documents submitted to the Council which fall within <u>its</u> competence and shall report to it on the matters which <u>it</u> <u>has</u> considered.</p>

II. Rules of procedure of the PBC

Function

7. The function of the PBC is to be the main instrument of the Executive Council:
 - for the preparation of the Organization's budget and programme of work;
 - for the monitoring of the programme of work and its financial implementation; and
 - for the systematic evaluation and audit of its outputs, results and overall performance.
8. The PBC:
 - examines, prior to their submission to the Council, all documents in relation with the budget and programme of work of the Organization, as prepared by the Secretary-General;
 - reports to the Council accordingly;
 - carries out any other tasks which may be entrusted to it by the Council.

Composition

9. The PBC is a sub-organ of the Executive Council; therefore, all rules applying to EC members also apply to PBC members.
10. The PBC is composed of:
 - 2 full members per region, as follows:
 - 6 members of the Executive Council, one per region, each designated by the Council itself
 - 6 members, one per region, designated by their respective regional commission
 - The representative of the Associate Members in the Executive Council;
 - The representative of the Affiliate Members in the Executive Council.

11. The PBC elects one Chairperson and one Vice-Chairperson among its members. A Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.
12. A UNWTO member that is not a member of the PBC may attend any session of the PBC as an observer, i.e., without the right to speak.

Terms of office

13. The renewal of PBC membership shall be as follows:
 - For the 6 members from the Executive Council, in similar ways as their renewal in the EC³;
 - For the 6 members designated by the regional commissions, elections will be carried out every 4 years.

Sessions of the Committee

14. The Committee meets in regular session immediately before the Council, or at any time as required by the EC.
15. Members of the Committee could be consulted at any time, including by electronic means.
16. Between ordinary sessions of the PBC, the Chairperson of the Committee may, after consulting both the Chairperson of the Council and the UNWTO Secretary-General, call an extraordinary session.
17. The provisional agenda of each session of the Committee shall be drawn up by the Secretary-General in agreement with the Chairperson of the Committee.

Secretariat

18. The Secretary-General shall act as Secretary of the Committee. She/he may delegate her/his functions to any other member of the Secretariat.
19. The Secretary-General may make oral or written statements on any matters under discussion to the Committee at any time.
20. The Secretariat helps the Chairperson in preparing the PBC reports for the Council.

Conduct of business

21. The presence of a majority of the Members of the Committee shall be necessary to constitute a quorum at meetings of the Committee.
22. Interpretation of these rules of procedure will be made considering the standing practice of the Executive Council on the relevant matter.

³ EC members are designated for 4 years.