



Executive Council

Ninety-sixth session

Victoria Falls, Zimbabwe, 25 August 2013

Provisional agenda item 2(a)

CE/96/2(a)

Madrid, 24 August 2013

Original: English

Report of the Secretary-General on administrative and statutory matters

(a) Report of the Programme and Budget Committee

I. Introduction

1. The Programme and Budget Committee held its third meeting at Livingstone, Zambia, on 24 August 2013, under the chairmanship of Argentina, represented by Mr. Enrique Meyer, Minister of Tourism. Delegations of the following States participated in this meeting of the Committee: Benin, Croatia, India, Indonesia, Italy, Kenya, Maldives, Saudi Arabia, and the Associate Member Flemish Community of Belgium. The delegations of the following States not Members of the Committee also participated as observers: Burkina Faso, Democratic Republic of the Congo, Spain, Japan and Madagascar.

2. The UNWTO Secretariat was represented by the Secretary-General, the Executive Director for Programme and Coordination, and the Director of Administration and Finance. A list of participants is attached to this report (Annex A).

3. The Committee adopted the provisional agenda PBC/3/1 prov. and proceeded to consider the following documents, which will be submitted to the Executive Council at its ninety-sixth session (25 August 2013).

Adoption of the Agenda

Update on the implementation of the programme of work
2012-2013

Updated report on the financial situation

Suspension of membership in accordance with Article
34 of the Statutes, and Requests for temporary exemption

Documents

PBC/3/1 prov.

A/20/5(I)(b) annexes and
Addendum

A/20/5(II)(b)
A/20/5(II)(b) Add.1
CE/96(2)(c)
CE/96(2)(c) Add.1

A/20/4(b)



Documents

from the application of paragraph 13 of the Financing Rules Information and communication technologies at the Secretariat Place and dates of the fourth meeting of the Programme and Budget Committee	CE/96/2(f) n.a.
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II. Update on the implementation of the Programme of Work 2012-2013 A/20/5(I)(b) (annexes and addendum)

4. The Executive Director for Programme and Coordination presented an update of the activities carried out by the Secretariat since the last PBC meeting, based on the reference documents of the General Assembly. The PBC Members thanked the Secretariat for this brief update and took note that a comprehensive presentation of the implementation of the programme of work of the current biennium would be given during the second plenary session of the General Assembly.

III. Updated report on the financial situation A/20/5(II)(b), A/20/5(II)(b) Add.1 and documents CE/96(2)(c) and CE/96(2)(c) Add.1

5. The Committee took note of document A/20/5(II)(b) Add.1, which updates to 30 June 2013 the information contained in the main document A/20/5(II)(b). The Committee noted with satisfaction that as of end of June, the level of contributions collected for the current year had risen to EUR 9,255,417.10. This represents 76 per cent of the total amount of contributions payable by Members in 2013 (EUR 12,188,000) and 85 per cent of the estimated income from contributions (EUR 10,913,000). Consequently, income targets are expected to be met by year end. After the addition of allocations from sundry income and publications the total budgetary income received amounts to EUR 10,564,530.61 representing 85 per cent of the income estimates for the year (EUR 12,392,000).

6. The Committee took note that arrears of Members' contributions collected as of 30 June 2013 were 66 per cent of the forecasted amount (EUR 1,100,000).

7. The Committee also took note that the implemented expenditure amounts to EUR 11,595,690.83 out of which EUR 5,637,646.77 have already been disbursed, furthermore EUR 5,958,044.06 are already committed until year end, staff costs included.

8. In relation to the text of the Detailed Financial Rules submitted to the 96th session of the Executive Council (documents CE/96/2(c) and CE/96/2(c) Add.1), the Committee took note of the review already made on the rules, and recommended the Executive Council the adoption of the modified texts in DFR's 3.07 and 6.25 as reflected in Add.1.

IV. Suspension of membership in accordance with Article 34 of the Statutes and requests for temporary exemption from the application of paragraph 13 of the Financing Rules document A/20/4(b)

9. The Committee noted with satisfaction that Myanmar and Pakistan are no longer subject to the provisions of paragraph 13 of the Financing Rules, the first one having settled its arrear contributions in full and the second one having reduced its contribution arrears to less than two years.

10. It noted with satisfaction that Full Members Burkina Faso, Côte d'Ivoire and Uganda submitted payment plans approved by the Executive Council at its 95th session as well as the Affiliate Members Fundação Comissao de Turismo Integrado do Nordeste – Fundação CTI-NE and United Federation of Travel Agents Association (UFTAA) while the Full Member Niger submitted a payment plan to the 96th session of the Executive Council.

11. It welcomed the fact that Cambodia, Guinea and Lao People's Democratic Republic have complied with the terms established in their respective payment plans during the two-year period 2012-2013 and Iraq's payment plan will become in effect on 1 January 2014.

12. The Committee also noted that the provisions of Article 34 of the Statutes will be applicable in 2014 to the Full Members Vanuatu and The Former Yugoslav Republic of Macedonia if by that time they have failed to cancel arrears or to agree with the Secretary-General on a payment plan to settle their arrears in instalments.

V. Information and communication technologies at the Secretariat CE/96/2(f)

13. The Director of Administration and Finance presented an update of the activities carried out by ICT at the Secretariat since the last 94th session of the Executive Council, based on the document of reference. The PBC Members thanked the Secretariat for this briefing and took note of the activities carried out by the Secretariat in this regard.

VI. Place and date of the fourth meeting of the PBC

14. It was decided to hold the fourth meeting of the Committee on Programme and Budget at the Organization's Headquarters in Madrid in the spring of 2014 and prior to the 98th session of the Executive Council.

VII. Actions to be taken by the Executive Council

15. The Executive Council is requested:

- (a) To take note of the level of collection of contributions from Members and of the adjustments made by the Secretary-General on the structure of programmes for 2013 as well as of the budgetary pressures experienced by the Organization due to the zero nominal growth policy already followed for a period of six years,

- (b) To recommend the Executive Council to approve the Detailed Financial Rules as proposed in CE/96/2(c) with the text for DFR's 3.07 and 6.25 as per its Add.1,
- (c) To propose to the General Assembly that it renew the temporary exemption from the provisions of paragraph 13 of the Financing Rules to the Full Members Cambodia, Guinea and Lao People's Democratic Republic and that it grant temporary exemption from the provisions of paragraph 13 of the Financing Rules to the Full Members Burkina Faso, Côte d'Ivoire and Uganda and to the Affiliate Members Fundação Comissao de Turismo Integrado do Nordeste – Fundação CTI-NE and United Federation of Travel Agents Association (UFTAA),
- (d) To propose, in the case of Full Members Bolivia, Central African Republic, Congo, El Salvador, Gambia, Mauritania, Nicaragua, Togo, Uruguay and Yemen, as well as the Affiliate Members Asociación Mundial para la Formación Profesional (AMFORT) and Souv Club Cameroon, that it renew the temporary exemption from the provisions of paragraph 13, albeit making it clear that these provisions will, once again, be applied to these Members if they are not up to date in their payment plans by 1 April 2014,
- (e) To note that Iraq's payment plan will become in effect on 1 January 2014, and
- (f) To further note the reports on the status of ICT activities and in particular the projects related to IPSAS implementation and telecommunications infrastructure and services.

Annex A. List of Participants of the 3rd Programme and Budget Committee

I. CHAIRMAN/ PRESIDENTE/ PRÉSIDENT

ARGENTINA
ARGENTINE

Sr. Enrique Meyer
Ministro de Turismo
Ministerio de Turismo

Sra. Dña. Maya González Bender
Directora de Relaciones Internacionales e Institucionales
Ministerio de Turismo

Sra. Dña. Ana García Allievi
Asistente Técnica
Ministerio de Turismo

II. MEMBERS/ MIEMBROS/ MEMBRES

BENIN
BÉNIN

Mr. Apan Guy Johnson
Directeur général de l'agence de développement et de promotion touristique
Ministère de l'Artisanat et du tourisme

CROATIA
CROATIE
CROACIA

Ms. Blanka Belosevic
Head of Department for International Cooperation
Ministry of Tourism

GUATEMALA

Ms. Maru Acevedo
Vice Ministra
Consejo de Turismo Guatemalteco

INDIA
INDE

Mr. Anand Kumar
Joint-Secretary
Ministry of Tourism

Mr. Surender Kumar Arora
Counsellor
High Commission of India in Lusaka

INDONESIA
INDONÉSIE

Mr. Erie Noer Bawono
Counselor
Embassy of the Republic of Indonesia to Spain

Ms. Ni Wayan Giri Adnyani
Director for International Relations
Ministry of Tourism and Creative Economy

Ms. Iin Dwi Purwanti
Assistant to the Deputy Director for UNWTO
Ministry of Tourism and Creative Economy

Mr. Iman Persada Madaze
Delegate
Ministry of Foreign Affairs

ITALY
ITALIE
ITALIA

Mr. Stefano Moscatelli
Ambassador
Embassy of Italy to Zimbabwe

KENYA

Ms. Victoria Rotich
Second Secretary
Kenya Embassy in Spain

Mr. Kaesar Karanja Gachirah
Senior Assistant, Director of Tourism
Ministry of Tourism

Ms. Stella Amadi
Assistant, Director of Tourism
Ministry of Tourism

MALDIVES
MALDIVAS

Mr. Ahmed Salih
Permanent Secretary
Ministry of Tourism, Health and Culture

SAUDI ARABIA
ARABIESAoudite
ARABIA SAUDITA

Ms. Basmah Abdulaziz Al-Mayman
Acting Manager of International Organizations and Committees Department
Saudi Commission for Tourism and Antiquities (SCTA)

Mr. Hussain Dandil
Director, Ambassador Office
Royal Embassy of Saudi Arabia in Zambia

**III. ASSOCIATE MEMBERS
MEMBRES ASSOCIÉS
MIEMBROS ASOCIADOS**

FLEMISH COMMUNITY OF BELGIUM
COMMUNAUTÉ FLAMANDE DE BELGIQUE
COMUNIDAD FLAMENCA DE BÉLGICA

Ms. Christel LEYS
Flemish Department of Foreign Affairs
Flemish Community of Belgium

**IV. PERMANENT OBSERVER
OBSERVATEUR PERMANENT
OBSERVADOR PERMANENTE**

SPAIN
ESPAGNE
ESPAÑA

Mr. Antonio López de Ávila Muñoz
Presidente Segittur
Delegado Gobierno de España

V. OBSERVERS NON MEMBERS/ OBSERVATEURS NON MEMBRES/ OBSERVADORES NO MIEMBROS

BURKINA FASO

Mr. Sibiry Yossogodio Traore
Directeur général
Office National des Aires Protégées
Ministère de la Culture et du Tourisme

Ms. Irene Sawadogo
Chef de la Division de Coopération
Ministère de la Culture et du Tourisme

JAPAN
JAPON
JAPÓN

Mr. Hiroyuki Uchida
Director, Japan Tourism Agency

Mr. Shintaro Hori
Deputy Chief
UNWTO Regional Support Office for Asia and the Pacific

MADAGASCAR

Mr. Jean Max Rakotomamonjy
Ministre
Ministère du Tourisme

Mr. Jeannot
Secrétaire Général
Ministère du Tourisme

DEMOCRATIC REPUBLIC OF THE CONGO
RÉPUBLIQUE DÉMOCRATIQUE DU CONGO
REPÚBLICA DEMOCRÁTICA DEL CONGO

Ms. Chantal Konji Maloba
Consul Général de RDC en Zambie

M. Anatole Bokemposila
Deuxième Secrétaire
Ambassade de la RDC en Zambie

M. Mongane Mirina
Chargé d'affaire
Ambassade de la RDC en Zambie

Annex B. List of Full and Affiliate Members subject to the provisions of Article 34 of the Statutes (in bold) and paragraph 13 of the Financing Rules attached to the Statutes

FULL MEMBERS

1. AFGHANISTAN
2. BAHRAIN
3. BURUNDI
4. CAPE VERDE
5. DEMOCRATIC REPUBLIC OF THE CONGO
6. DJIBOUTI
7. GUINEA BISSAU
8. KYRGYZSTAN
9. MALAWI
10. PAPUA NEW GUINEA
11. SAO TOME AND PRINCIPE
12. SIERRA LEONE
13. SUDAN
14. THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA
15. TURKMENISTAN
16. VANUATU

ASSOCIATE MEMBERS

1. PUERTO RICO

AFFILIATE MEMBERS

1. ATURCAIXAS DO SUL – ASSOC. TURISTICA DO CAIXAS DO SUL (Brazil)
2. ATHENS TOURISM & ECONOMIC DEV. COMPANY (Greece)
3. BIMAN BANGLADESH AIRLINES
4. BROCK UNIVERSITY (Canada)
5. CAMARA DO TURISMO DE CABO VERDE
6. CARIBBEAN TOURISM ORGANIZATION (CTO) (Barbados)
7. CENGIZ (Nigeria)
8. CENTRO INTERNATIONAL DE ESTUDIOTURISTICOS DE CANARIAS (Spain)
9. CYPRUS UNIVERSITY OF TECHNOLOGY – DPT. OF HOTEL & TOURISM MANAGEMENT
10. DAR AL – DIAFA FOR HOSPITALITY AND TOURISM EDUC. CONSULTANCY (Jordan)
11. DESTINATION MARKETING ORG. CAPE TOWN AND WESTERN CAPE (South Africa)
12. DUBLIN INSTITUTE OF TECHNOLOGY (Ireland)
13. ELAGRO – GREEK SUSTAINABLE TOURISM ORGANIZATION (Greece)
14. EMPRESA DE TURISMO DE BAHIA – BAHIATURSA (Brazil)
15. ENIT – ITALIAN TOURIST BOARD (Italy)
16. FEDECATUR – FEDERACION DE CAMARAS DE TURISMO DE CENTROAMERICA (Honduras)
17. FEDERATION TUNISIENNE DES AGENCES DE VOYAGES ET DE TOURISMEFTAV
18. FUNDACION MUNICIPAL “TURISMO PARA CUENCA” (Spain)
19. FUNDACION SIERRA CALDERONA (Spain)
20. GEOS (France)

21. GLOBAL TOURISM SOLUTIONS (France)
22. ICEI – ISTITUTO COOPERAZIONE ECONOMICA INTERNAZIONALE (Italy)
23. IGGY TOURISM CONSULTING, TOURISM TRADEMARK (Argentina)
24. INSTITUTO BRASILEIRO DE TURISMOLOGOS
25. INSTITUTO DE TURISMO RESPONSABLE (Spain)
26. INTISHAR TOURIST SERVICES (Sudan)
27. IRAN CULTURE HERITAGE & TOURISM INVESTMENT CO.
28. ISRAEL SCHOOL OF TOURISM
29. IXEO INTERACTIVE TRAVEL S.A. (Switzerland)
30. JORDAN SOCIETY OF TOURIST AND TRAVEL AGENTS
31. KENYA TOURIST DEVELOPMENT CORPORATION
32. KOREA CULTURE & TOURISM POLICY INSTITUTE (KCTPI)
33. KUWAIT INTERNATIONAL DRIVING PERMIT & CARNET CLUB
34. KYUNG HEE UNIVERSITY (Republic of Korea)
35. LEISURE QUEST INC. LL (USA)
36. MEETING PROFESSIONALS INTERNATIONAL (USA)
37. PAKISTAN TOURISM DEVELOPMENT CORPORATION
38. RESERVA DE LA BIOSFERA DE FUERTEVENTURA (Spain)
39. SENECA (Italy)
40. U.S. TRAVEL ASSOCIATION
41. ZAGREB FAIR (Croatia)