

## Executive Council

Eighty-eighth session  
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Provisional agenda item 4(c)

CE/88/4 (c)  
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### REPORT OF THE PROGRAMME COMMITTEE

1. The Programme Committee (PC) and the Committee on Budget and Finance (CBF) held jointly its respective thirty-seventh and fifty-second meetings at the Organization's Headquarters on 19-21 April 2010. The joint meeting dedicated to the Programme of Work was chaired by Mr. Stanislav NOVAKOV, PC Vice-Chairman, in the absence of the Chairman, Datuk Dr. Victor Wee. A list of participants is attached to this report.

#### **Implementation and evaluation of the Programme of Work for the full biennium 2008-2009**

2. After examining the documents CE/88/4(a) and its Addendum 1, and also recalling document A/18/11 presented during the 18th session of the General Assembly in Astana, the Committee took note with satisfaction of the large number of activities implemented by the Secretariat during the biennium 2008-2009.
3. Regarding the evaluation of the Programme of Work during the past biennium (additional documents: CE/88/4(a) Add.2 and 3), the Committee expressed its appreciation for being equally informed on activities funded through the regular budget and through the voluntary contributions, allowing its members to get a wider vision of the work accomplished.
4. **Evaluation of technical events:** the Committee encouraged the Secretariat to continue assessing the technical events by further improving the existing system; this task could include an evaluation of speakers that would in turn feed a database. In addition, the members of the Committee requested the Secretariat to fully utilise the *Guidelines for Technical Events* it approved in 2009, particularly regarding the preparation of such events: clearly defining the terms of reference and the objectives, targeting the public, using techniques in order to facilitate debates, make available conclusions to all members and participants, etc.
5. **Evaluation of technical missions:** the Committee supports the idea of the Secretariat to test a bilateral evaluation system; effectively, this would be an evaluation conducted externally by the country benefiting from the mission and internally by officials of the Secretariat. This bilateral evaluation would preferably be conducted at different levels: management and technical officials.
6. The Committee took good note of the **evaluation of the ST-EP projects**, which used the indicators previously approved by the Programme Committee in 2009. This evaluation and has proven to be interesting by showing concrete results on outputs, outcomes and impacts.

7. **Voluntary contributions:** Debates have highlighted the importance of voluntary contributions with regards to the regular budget. It has been underlined that innovative development assistance programmes, such as ST-EP, could not have been identified and implemented without such contributions.

### **Implementation of the Programme of Work 2010-2011**

8. After examining part I of the document CE/88/4(b), the Committee noted with satisfaction the large number of activities implemented during the first quarter 2010 considering the challenging framework of the current Secretariat's restructuring.

### **Restructuration of the Secretariat**

9. Discussions were held on part II of the document CE/88/4(b) concerning the restructuring of the Secretariat, introducing a renewed Management Team and a conversion into a programme-based organisation. The Committee expressed its full support of the efforts of the Secretary-General in the improvement of the operational work of the Secretariat.
10. However, the Committee would like to point out the rather large number of programmes included in the Programme of Work 2010-2011 and invited the Secretary-General to progressively reduce this number in the course of the current biennium.
11. **Technical Committees:** It was highlighted that many of the technical committees have not been very active in the past years. The following issues were discussed:
  - a. **Titles and scope:** the scope and the relevant title of the committees should be adapted to the new organizational structure and to the capacities of the Secretariat. They should focus their agenda on accurate and technical matters leading to concrete conclusions and outputs. Their main functions could be to advise on the research and activities carried out by the Secretariat and to validate them.
  - b. **Mandate:** In order to transform the outputs of the technical committees into concrete measures, they could report to the Programme Committee.
  - c. **Leadership:** each Committee should assign, within the Secretariat, at least one responsible person for coordinating its activities.
  - d. **Objectives and duration** of the mandate should be set in order to evaluate the results of each committee and reconsider, after an agreed period of time, its continuation, restructuring or elimination.
  - e. The technical committees' meetings could meet on a **yearly basis** and use **electronic means** regularly in order to exchange views and draw conclusions.

### **Preparation of the Programme of Work (POW) for the 2012-2013 biennium**

12. The Committee agreed on the following methodology and calendar in order to establish priorities for the Programme of Work 2012-2013 biennium:
  - a. Drafting of a questionnaire by the Secretariat.
  - b. Submission of the questionnaire to both PC and CBF members during spring 2010 for comments and approval.

- c. Dissemination to all members (Full, Associate and Affiliate). This questionnaire could be adapted according to members (Member States, Affiliate Members: private sector, destinations and academic institutions).
- d. Preliminary discussion of the first results during the 38<sup>th</sup> PC meeting and 89<sup>th</sup> EC session.
- e. First draft of the POW 2012-2013 during the first quarter 2011.
- f. Submission to the Regional Commissions to be held during the spring of 2011 and to 90<sup>th</sup> EC session.
- g. Finalisation and submission to GA19, for approval.

### **Merging of Programme Committee and Committee of Budget and Finance**

13. Following the discussions on this issue that took place in their prior meetings, PC and CBF members decided to propose to the Executive Council the merging the two committees.

### **Place and date of the Programme Committee's thirty-eighth meeting**

14. The Committee will meet in Madrid. Scheduling the thirty-eighth PC meeting will be determined once the date of the fall session of the Executive Council is set.

**ANNEX**

**LIST OF PARTICIPANTS**  
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**I. VICE-CHAIRMAN OF THE COMMITTEE/VICE-PRÉSIDENT DU COMITÉ/VICE-PRESIDENTE DEL COMITÉ**

**BULGARIA/BULGARIE/BULGARIA**

Mr. Stanislav NOVAKOV  
Deputy Chairman  
State Agency for Tourism

**II. MEMBERS OF THE COMMITTEE/MEMBRES DU COMITÉ/MIEMBROS DEL COMITÉ**

**BENIN/BÉNIN/BENIN**

M. Guy JOHNSON  
Conseiller technique  
Ministère de la culture, de l'artisanat et du  
tourisme

**COSTA RICA/COSTA RICA/COSTA RICA**

Lic. Hermes NAVARRO DEL VALLE  
Coordinador Subproceso de Atracción de  
Inversiones  
Asesor del Ministro  
Instituto Costarricense de Turismo

**CROATIA/CROATIE/CROACIA**

Ms. Blanka BELOSEVIC  
Permanent Representative of Croatia to UNWTO  
Head, Department for International Cooperation  
Ministry of Tourism

**INDONESIA/INDONÉSIE/INDONESIA**

Mr. Mosthofa Taufik ABDUL LATIF  
Minister Counsellor  
Embassy of Indonesia in Spain

Mr. Yoshi ISKANDAR  
First Secretary  
Embassy of Indonesia in Spain

**IRAN/IRAN/IRAN**

Mrs. Firouzeh KHOSHNOUDIPARAST  
Senior Officer, Tourism Specialized  
Organizations (UNWTO)  
International Affairs – ICHTO  
Iran Cultural Heritage, Handicrafts and Tourism  
Organization

Mr. Arash GHAFOURIAN  
Segundo Secretario  
Embajada de Irán en España

**REPRESENTATIVES OF THE AFFILIATE  
MEMBERS/ REPRESENTANT DES MEMBRES  
AFFILIÉS/REPRESENTANTES DE LOS  
MIEMBROS AFILIADOS**

**Nominated by the UNWTO Business Council/  
Désigné par le Conseil professionnel de  
l'OMT/Nominados por el Consejo Empresarial de  
la OMT**

Srta. Mercedes CARREÑO  
Centro Español de Nuevas Profesiones

Srta. Mar DE MIGUEL  
Patronato de Turismo de Madrid

Sr. Jaime Alberto CABAL  
Asociación Hotelera de Colombia  
COTELCO