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Outcome of the review of the 2005 reform of ECE**Outcome of the review of the 2005 reform of ECE****Note by the secretariat*****I. Introduction and general provisions**

1. The Economic Commission for Europe (ECE) reform was adopted in December 2005 (document E/ECE/1434/Rev.1, which is reconfirmed subject to this decision). Member States decided at the 2011 Commission session to carry out a review of the reform. The modalities of the review, which were adopted by the Executive Committee (EXCOM) and finalized in July 2011,¹ state that: “Bearing in mind the overall objective of an improved allocation of resources within the Commission (both within the Committees and subprogrammes and between them) based on clearly defined and updated mandates, the reduction of the current overstretch, and an increased emphasis on areas in which the Commission has clear demonstrable added value, EXCOM would review the work and priorities within each of the eight subprogrammes implemented by ECE”.

2. A series of consultations with all member States were held and EXCOM received reports of all Sectoral Committees. A road map for the review was later developed and another series of consultations was held with interested member States (“Friends of the chair”) at which member States expressed broad satisfaction with the work of ECE and its secretariat. Some member States expressed concerns regarding duplication of work and clear demonstrable added value.

3. All documentation relevant to the review, including information about the financial and human resources per work area of each subprogramme, is available at www.unece.org and will be regularly updated in the future.

4. The Executive Committee recommends the Commission to adopt the following decision.

* This document has been submitted after the official documentation deadline due to the need to await the completion of the intergovernmental process of the Executive Committee.

¹ See Annex I – Modalities of the 2011-2012 review of the 2005 ECE Reform.

II. Priorities of the programme of work

5. In view of the importance of relevant global conferences and initiatives, such as the Rio+20 Summit and the Sustainable Energy for All initiative of the Secretary-General, and their potential implications for ECE, the Commission expresses its commitment to play, within its current mandate and existing resources, an active part in the appropriate regional and global implementation of their outcomes, and invites its subsidiary bodies and the secretariat to suggest to EXCOM possible ways to enhance their contribution to implementing these outcomes.

6. The following priorities and activities were identified in the review process to be implemented within the existing regular budgetary and additional extrabudgetary resources under the overall guidance and decisions of the Sectoral Committees and EXCOM.

A. Environment Subprogramme

7. The ECE Environment subprogramme, the Committee on Environmental Policy and its related subsidiary bodies work within current mandates in an efficient way, producing concrete results in a regular and ongoing way that have a clear value added for the region and beyond and that attract extrabudgetary funding.

8. On the basis of the above:

(a) The subprogramme and its subsidiary bodies should continue implementing existing mandates under the overall guidance of the Committee on Environmental Policy and EXCOM and should, subject to approval of EXCOM, implement relevant outcomes of the United Nations Conference on Sustainable Development (UNCSD, Rio+20). The subprogramme should also continue its capacity-building activities, from extrabudgetary resources, of particular benefit to the countries in the ECE region.

(b) In allocating regular budgetary resources, full account should be taken of the increasing number of instruments administered by the subprogramme and the Environment Division so that they can continue, without reduction in their resources and capacities, to do their work and service all the subsidiary bodies in an efficient way in the future, while fully recognizing ECE's obligation to service the five multilateral environmental agreements.

B. Transport Subprogramme

9. The subprogramme is a unique United Nations centre providing a comprehensive regional and global platform for consideration of all aspects of inland-transport development and cooperation. The ECE Transport subprogramme, the Inland Transport Committee (ITC) and its related subsidiary bodies work within current mandates in an efficient way, producing concrete results in a regular and ongoing way that have clear value added for the region and beyond.

10. On the basis of the above:

(a) The subprogramme and its subsidiary bodies should continue implementing existing mandates under the overall guidance of ITC and EXCOM. It shall strengthen its focus on the areas of harmonization of vehicle regulations, road safety, transport of dangerous goods, border-crossing facilitation including the TIR Convention, unified railway law, implementation of the European Agreement Concerning the Work of Crews of Vehicles Engaged in International Road Transport (AETR), intelligent transport systems. It will further explore synergies among these areas of work with an overarching goal of promoting sustainable transport, which is safe, clean and competitive.

(b) In allocating regular budgetary resources, full account should be taken of the increasing needs of the subprogramme and the Transport Division so that they can continue, with an increase in their resources and capacities, to do their work and service all the subsidiary bodies in an efficient way in the future, in particular in the areas mentioned under (a) of paragraph 10.

C. Subprogramme on Statistics

11. The ECE Statistics subprogramme, the Conference of European Statisticians (CES) and its related subsidiary bodies work within current mandates in an efficient way, producing concrete results (methodological principles, recommendations, guidelines and databases) in a regular and ongoing way that have clear value added for the region and beyond, and that attract extrabudgetary funding including from outside the region.

12. On the basis of the above:

(a) The subprogramme and its subsidiary bodies should continue implementing existing mandates under the overall guidance of CES and EXCOM, and should continue the good cooperation with partner organizations such as Eurostat, the Commonwealth of Independent States (CIS) Statistical Committee, Organisation for Economic Co-operation and Development (OECD), World Bank and International Monetary Fund (IMF). Particular attention should be given to the work on measuring sustainable development, and the subprogramme should continue its capacity-building activities from extrabudgetary resources of particular benefit to the countries in the ECE region.

(b) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the Statistics Division so that they can continue, without reduction in their resources and capacities, to do their work and service all the subsidiary bodies in an efficient way in the future.

D. Subprogramme on Economic Cooperation and Integration

13. The ECE Economic Cooperation and Integration subprogramme produces certain concrete results, in particular in the areas of innovation and public private partnerships (PPP), that have value added for the beneficiary countries and that attract extrabudgetary funding.

14. On the basis of the above:

(a) The subprogramme and its subsidiary bodies should continue implementing existing mandates on innovation and competitiveness and on PPP under the overall guidance of the Committee and EXCOM.

(b) Work on PPP deserves further impetus with a view to delivering concrete results within clear timeframes and with more attention given to the exchange of best practices.

(c) Work on intellectual property should be integrated into the work of the Team of Specialists on Innovation and Competitiveness Policies. Recognizing that the World Intellectual Property Organization (WIPO) is the preeminent international organization for intellectual property, any technical cooperation activities related to intellectual property should, in principle, be carried out by WIPO. To this end, ECE will continue, until the end of 2014, to carry out, in the interest of the ECE member States, existing technical cooperation activities on the commercialization of intellectual property in close cooperation with WIPO, with the understanding that WIPO would take over this work. At the

conclusion of this transitional phase in early 2015, these activities will be evaluated by EXCOM. In the event that WIPO is not able, after the end of 2014, to carry out certain technical cooperation activities on the commercialization of intellectual property in the interest of the ECE member States, the EXCOM can agree, on a case by case basis and provided extrabudgetary funding is available, that such activities be carried out by ECE.

(d) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the Trade and Economic Cooperation Division so that they can do their work and service the subsidiary bodies in an efficient way in the future.

E. Subprogramme on Sustainable Energy

15. The ECE subprogramme on Sustainable Energy and its Committee on Sustainable Energy (CSE) and subsidiary bodies continue to provide member States with a platform for international dialogue and cooperation and are mandated to carry out a programme of work in the field of sustainable energy with a view to providing access to affordable and clean energy to all, in line with the “Sustainable Energy for All” initiative of the Secretary-General, and to help reduce greenhouse gas emissions and the carbon footprint of the energy sector.

16. On the basis of the above:

(a) The Committee and its subsidiary bodies will, under updated mandates and work programmes in accordance with the outcome of the informal consultations on Sustainable Energy reflected in Annex II, focus on issues related to: energy efficiency, cleaner electricity production from fossil fuels, renewable energy, coal mine methane, United Nations framework classification and natural gas. The CSE will continue its energy security dialogue.

(b) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the Division so that they can, [without reduction in their resources and capacities], continue to do their work and service the subsidiary bodies in an efficient way in the future.

F. Trade Development Subprogramme

17. The ECE Subprogramme on Trade undertakes value added standard-setting work through Working Party 6 (Regulatory cooperation) and Working Party 7 (Agricultural quality standards) and through the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) which has a global participation and its own structure in which decision-making is centered in the Bureau and Plenary.

18. On the basis of the above:

(a) The subprogramme should continue implementing its standard-setting mandates and strengthen its standard-setting activities in Working Parties 6 and 7 under the overall guidance of the Committee, and in UN/CEFACT under the overall guidance of EXCOM.² Capacity building and technical assistance activities to help countries in the region to implement standards developed under the subprogramme may be decided by EXCOM, if they are financed from extrabudgetary resources, demand-driven, results-oriented, time limited and closely coordinated with other international actors, such as the

² At the end of 2014 EXCOM may decide, after evaluation, whether it is desirable for UN/CEFACT to report to the Committee on Trade.

World Trade Organization (WTO), United Nations Conference on Trade and Development (UNCTAD) and International Trade Centre (ITC).

(b) Standard-setting bodies should improve communication and emphasize the practical and political importance of their technical outputs (e.g. in terms of facilitating trade, improving the quality of food, making harbours in the world work efficiently, etc.)

(c) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the Trade and Economic Cooperation Division so that they can continue to do their work and service the subsidiary bodies in an efficient way in the future.

G. Subprogramme on Timber and Forestry

19. The ECE Timber and Forestry subprogramme, the Timber Committee and its related subsidiary bodies work within current mandates in an efficient way, producing concrete results in a regular and ongoing way that have clear value added and that attract extrabudgetary funding. They benefit from well-established, long-term cooperation between ECE and the Food and Agriculture Organization (FAO) and the implementation of an integrated work programme.

20. On the basis of the above:

(a) The subprogramme and its subsidiary bodies should, under the guidance of the Timber Committee and EXCOM, continue implementing current mandates and, together with FAO, implement the integrated work programme taking into account the results of the ongoing 2013 ECE/FAO Strategic Review, to which member States will provide further input.

(b) The Timber Committee is renamed "Committee on Forest and Forest Industry", following the recommendations of the Timber Committee at its seventieth session (Geneva, 16–19 October 2012). The new name is consistent with the current mandate (ECE/TIM/2008/7 – FO:EFC/08/7) and therefore the name change does not imply change in the Committee's mandate.

(c) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the Timber and Forestry Unit so that they can continue, without reduction in their resources and capacities, to do their work and service the subsidiary bodies in an efficient way in the future.

H. Subprogramme on Housing, Land Management and Population

21. The Housing, Land Management and Population subprogramme, the Committee on Housing and Land Management and its subsidiary bodies work within current mandates and produce certain useful concrete results that attract extrabudgetary funding.

22. On the basis of the above:

(a) The work of the component on Housing and Land Management should continue under the guidance of the Committee on Housing and Land Management and EXCOM with a particular focus on sustainable housing and urban development, especially in the light of the outcome of the Rio+20 Conference.

(b) The work on population should continue under the guidance of EXCOM and taking into account the outcome of the 2012 Vienna Conference while avoiding duplication of work of other international actors such as UNCSD, the International Labour

Organization (ILO), International Organization for Migration (IOM), United Nations Population Fund (UNFPA).

(c) In allocating regular budgetary resources, due regard should be given to the needs of the subprogramme and the subsidiary bodies so that they can continue to do their work in an efficient way in the future.

I. Gender issues

23. Work on gender issues should continue within the current mandate and not exceeding existing resources, and under the overall guidance of EXCOM.

III. Relations with other organizations

24. Member States emphasized the importance of a more structured and systematic cooperation with other relevant United Nations programmes and agencies, as well as other relevant organizations, to achieve synergies and complementarity of efforts, and to avoid possible overlap and duplication.

IV. Management (Office of the Executive Secretary)

25. Member States emphasized the important role of the Office of the Executive Secretary (OES) in providing overall direction to the ECE secretariat, promoting synergies among different subprogrammes, and making timely proposals to EXCOM to ensure tangible and effective contributions towards the outcomes of the relevant United Nations and other regional and global conferences and initiatives. The OES also bears overall responsibility for sound management and allocation and use of available human and financial resources.

V. Evaluation and reporting

26. Member States emphasized the importance of internal controls, oversight and evaluation functions carried out by OES, as well as the interaction between EXCOM and the Sectoral Committees, inter alia, through proper evaluation,³ reporting and discussion on evaluation of subprogramme performance. Reports on the use of human and financial resources and on ongoing activities, as well as on possible future activities and the possible future use of resources, as provided to EXCOM in the framework of the Review process, shall be regularly updated and forwarded to EXCOM for possible action.

VI. Harmonizing procedures and practices

27. The Executive Committee should see to it that all subsidiary bodies and the secretariat apply the Guidelines on Procedures and Practices as contained in Annex III.

³ See UNEG Norms and Standards for Evaluation in the UN System (UNEG/FN/Norms, 2005 and UNEG/FN/Standards, 2005) and Guide for Biennial Evaluations of Subprogramme Performance by ECE Sectoral Committees.

VII. Communication and public outreach

28. Member States noted the Communication Strategy issued by the secretariat which aims at making communication materials more adapted to targeted audience and a better use of the Internet, suggests a more client-oriented approach and proposes ways to electronically enhance the visibility of ECE products and services beyond the ECE region. Member States expect that the Strategy will help to further improve ECE's image, attract more attention to its achievements and allow the secretariat to enhance its communications, public relations and contacts with the media. Member States noted their responsibility for the implementation of the Communication strategy.

29. Member States stressed the importance of timely distribution of the information and documentation for ECE meetings in all the three working languages. The secretariat should also make the necessary effort to ensure the equal treatment of all working languages for the purpose of information dissemination and news coverage with a special attention to the ECE official website.

VIII. Resources

30. Member States expressed their satisfaction with the overall level of transparency on the past use of resources generated in the course of the review process and encourage the secretariat to continue providing requested information.

31. In the framework of the Reform Review process, member States:

(a) Agreed that the mobilization, allocation and use of extrabudgetary resources should be done in accordance with United Nations rules and procedures, in support of ECE's mandate and subject to EXCOM's approval of extrabudgetary projects. To assure transparency and accountability on the use of these resources EXCOM should be informed, throughout the project cycle, of the use of resources and the concrete results achieved.

(b) Identified three posts presently allocated to the Global Trade Solutions Section of the Trade Division, and used for capacity-building activities (two P4 posts and one P2 post), and agreed that two of these could, after completion of their present activities and at the latest by January 2014, be transferred to the Transport Division, to be used primarily to service Working Party 29, whereas the remaining post should be reallocated internally in the Division to servicing the standard-setting activities;

(c) Agreed to merge, by January 2014, the Divisions on Trade and on Economic Cooperation and Integration into one single Division on Trade and Economic Cooperation. This synergy would free one D1 post and a G post which could, possibly after a re-naming, be reallocated to those activities in the organization that suffer from an overstretched use of their current resources and which should help respond to budget cuts imposed from Headquarters in New York. Member States encourage the secretariat to identify other personnel and resource efficiencies that could result from this merger. The merger should not negatively affect the output of the work programme of the merged divisions;

(d) Agreed on the need of a reorganization of the different ECE divisions with a view to creating a flatter and more harmonized internal management structure, so as to free up management posts, that should, possibly after a re-naming, be reallocated to those activities in the organization that suffer from an overstretched use of their current resources and which should help respond to budget cuts imposed from Headquarters in New York;

(e) Agreed that urgent contacts should be taken with the Regional Office of the Population Fund in Istanbul, to start cooperation between the ECE Population Unit and that Regional Office, with a view to freeing up, where possible, ECE resources currently

allocated to population-related activities for reallocation to those activities in the ECE organization that suffer from an overstretched use of their current resources;

(f) Agreed that the secretariat should investigate the possibilities of merging the activities on gender and population with a view of freeing up resources that could, possibly after a re-naming, be reallocated to those activities in the organization that suffer from an overstretched use of their current resources;

(g) Agreed that the Trade Committee and the Committee on Economic Cooperation and Integration will, from 2013 onwards, organize their two-day annual meetings, back to back, in the same week. Member States agree in principle that both Committees should further synergize their work. The secretariat is invited to draw up a report by the summer of 2014 so as to allow EXCOM to take a decision, before 1 December 2014, on whether or not to merge the two Committees.

32. Member States emphasized the importance of continued effective and efficient use of ECE limited budgetary and human resources as well as of further efforts to ensure an adequate level of regular budget resources for ECE to fulfil its mandate.

33. Member States, other partners and organizations are encouraged to support mandated ECE activities and work programmes with additional resources in accordance with the existing rules, regulations and practices.

Annexes

Annex I

Modalities of the 2011-2012 review of the 2005 ECE Reform (ECE/EX/6 of 21 September 2011)

Background

1. The Economic Commission for Europe (ECE), at its sixty-fourth session held in Geneva on 29–31 March 2011, recalled the ECE reform adopted in December 2005, welcomed its implementation and achievements, and underlined the importance of its first five-year review that will take place in 2011–2012, with a view to drawing conclusions on the future work priorities of ECE.
2. The Commission reaffirmed the strategic directions adopted by the 2005 ECE reform, without prejudice to the outcome of the 2011–2012 review of that reform, which should make use of lessons learned and best practices.
3. The Commission requested the Executive Committee (EXCOM) to duly consider the outputs, as appropriate, of the discussion at the sixty-fourth session of the Commission when it reviews the work programmes of the ECE Sectoral Committees during the intersessional period, and similarly requested the respective Sectoral Committees of the ECE to duly consider the said outputs, as appropriate. The Commission also invited EXCOM to consider how to better interact with the Chairpersons of ECE Sectoral Committees with the aim of ensuring its role in terms of governance and oversight in the intersessional period.
4. The Commission invited EXCOM to decide on the modalities of the upcoming review which it will carry out with a view to proposing decisions on the matter to be taken by the next ECE session (in 2013).
5. In May 2011, the secretariat presented to EXCOM, as requested at the sixty-fourth Commission session, information on the current allocation and use of resources provided to ECE in the 2010–2011 programme budget under all main thematic areas of work within the subprogrammes implemented by ECE¹ with a link to all main products and services delivered in 2010, along with information on the availability of non-staff resources provided under the Regular Budget (Section 19) (informal document 2011/4). Information was also provided on work carried out and resources available in 2010 from the Regular Programme for Technical Cooperation (Section 22) and the United Nations Development Account (Section 35), as well as extrabudgetary resources (Report on Technical Cooperation Activities, informal document 2011/6).
6. The modalities for the above-mentioned review as specified below were adopted on 21 July 2011 through a silence procedure, following discussions of informal documents 2011/5 and 2011/5/rev.1 by EXCOM on 10 May 2011 and 24 June 2011, respectively.

¹ (1) Environment, (2) Transport, (3) Statistics, (4) Economic Cooperation and Integration, (5) Sustainable Energy, (6) Trade, (7) Timber and Forestry, (8) Housing, Land Management and Population.

Principles

7. The review process will be based on a number of good principles or practices including transparency, resource efficiency, clarity about why ECE should engage in an activity, what ECE's value added is, identification of duplication of work and of possible savings both within the Commission and with other United Nations and international organizations, etc. The review process as well as its outcomes should be results-oriented.

Modalities of the review

Review of subprogrammes

8. Bearing in mind the overall objective of an improved allocation of resources within the Commission (both within the Committees and subprogrammes and between them) based on clearly defined and updated mandates, the reduction of the current overstretch, and an increased emphasis on areas in which the Commission has clear demonstrable added value, EXCOM would review the work and priorities within each of the eight subprogrammes implemented by ECE. The EXCOM may wish to decide on the schedule/timing of these reviews. A possible period is from autumn 2011 to summer 2012.

9. In a first step, the secretariat will provide EXCOM with a clear picture of the current mandates of the Committees and their subsidiary bodies; the extent to which these mandates have been carried out over the past years in a resource efficient way; and their added value vis-à-vis activities currently undertaken by other United Nations bodies or international organizations. For this a complete picture of the activities, the input (human and financial resources) and the output (list of results) per subsidiary body would be useful, building on the informal document 2011/4.

10. The secretariat would solicit inputs from the Chairpersons of Sectoral Committees and, through them, their main subsidiary bodies (e.g. Working Parties, Teams of Specialists, etc.). The purpose would be to identify within each subprogramme:

- (a) Priority areas of current work and results achieved
- (b) Possible new and emerging issues and expected results
- (c) Possibilities for streamlining and synergizing activities within each of the expected results
- (d) Ways of improving efficiency and methods of work
- (e) Expected results and related activities that may need to be reoriented/refocused to better reflect priority demands of member States
- (f) Possible optimization of the structure of the programme of work
- (g) Ways of improving communication and public outreach.

This should take into account the results of the evaluations of the subprogrammes, in particular those carried out by respective Sectoral Committees, after the 2005 reform. It should also take into account the results of regular priority-setting processes carried out within the Sectoral Committees. The EXCOM will request the Sectoral Committees to carry out their priority setting bearing in mind the above listed elements under 'purpose'.

11. In a second step, for each subprogramme the secretariat will prepare, for consideration by EXCOM, documents which will identify possible future work priorities and the desirable and projected outputs in each area (objectives should as much as possible be formulated in a way that allows results to be measured, and each activity could have a

sunset clause when appropriate, linked in particular to the achievement of a previously defined objective). An effort should be made to determine the activities that need to be enhanced and those that may be abolished, in order to better reflect the evolving needs and priorities of member States, as decided by EXCOM. Any identified duplication of work between ECE and other United Nations bodies and international organizations should not automatically lead to the abolishment of the work area in question. Careful consideration should be given to the comparative advantages, cooperation and synergies, relevance to the mandate, efficacy, efficiency, sustainability and impact of the work. These considerations should guide the review process and member States' decision in order to enable ECE to focus its activities and resources on areas in which it has maximum impact, relevance, visibility and legitimacy.

12. The Chairpersons/Bureaux of Sectoral Committees could be invited to participate in meetings of EXCOM when respective subprogrammes will be reviewed.

Review of programmatic activities reported directly to EXCOM

13. The Executive Committee would also carry out a review of programmatic activities which are reported directly to it (e.g. ageing, gender), taking into account provisions of paragraphs 8–12 above, as appropriate.

Finalization of the review

14. In a third step, in the second trimester of 2012, after the conclusion of the review of subprogrammes and their activities as outlined above, the EXCOM would carry out a cross-sectoral review and formulate recommendations on the future ECE work priorities to be submitted for approval by the Commission in 2013. Key criteria for the cross-sectoral review include relevance, effectiveness, efficiency, impact, and sustainability. Work plans for any activities should clearly define the end objectives and provide for sunset clauses when appropriate.

Annex II

Outcome from the Informal Consultations on Sustainable Energy

This document is written by the facilitator in the framework of the review of the 2005 Reform process and reflects the consensus reached between ECE member States.

I. General

1. The Committee on Sustainable Energy (CSE) is an intergovernmental body that provides member States with a platform for international dialogue and cooperation and is mandated to carry out a programme of work in the field of sustainable energy with a view to providing access to affordable and clean energy to all, in line with the “Sustainable Energy for All” initiative of the Secretary-General, and to help reduce greenhouse gas emissions and the carbon footprint of the energy sector. The Committee and its subsidiary bodies will carry out concrete and results-oriented activities with the aim to achieve the specific objectives identified for each priority area and they will work in accordance with the EXCOM guidelines on procedures and practices for ECE bodies.

2. The objectives, areas of work and concrete results-oriented activities indicated under each topic will orient the work of experts, who may suggest additional areas of work and activities within agreed mandates. All activities should have a clear demonstrable value added, be coordinated with and complementary to the work of other relevant international actors without duplicating their work or mandates.¹ Specific activities to be carried out within the overall framework of the objectives and areas of work mentioned in this document shall be decided in a member States driven process and be carried out in an efficient and transparent way.

3. The CSE and its subsidiary bodies will focus on issues related to: energy efficiency, cleaner electricity production from fossil fuels, renewable energy, coal mine methane (CMM), United Nations framework classification and natural gas. The CSE will continue its energy security dialogue.

II. Energy Efficiency

Objective

- In line with the “Sustainable Energy for All” initiative of the Secretary-General, ECE should focus on activities that help significantly improve energy efficiency in the region, thus contributing to climate change mitigation efforts;
- Strengthening regional cooperation in energy efficiency, with a view to reducing greenhouse gas emissions.

¹ See document on modalities of the 2011–2012 Review of the 2005 ECE Reform (ECE/EX/6), para. 11.

Areas of work

- Regulatory and policy dialogue addressing financial, technical and policy barriers to improve energy efficiency;
- Sharing experience and best practices in the field of energy efficiency in the ECE region, including on strengthening institutional capacity in energy efficiency to reduce greenhouse gas emissions.

Concrete activities

- Improving efficiency of distribution by raising awareness on smart grids;
- Encouraging the exchange of know-how and best practices between relevant experts of all member States, in order to help attract investments into energy efficiency;
- Help share the experience of the ECE and its members in the area of energy efficiency, with member States of other regions, through the Special Representative for the “Sustainable Energy for All” initiative.

In addition, ECE member States could decide to develop other concrete and results-oriented activities within agreed mandates, including specific projects at regional level, aimed at improving regulatory and institutional frameworks for energy efficiency.

III. Cleaner Electricity Production from Fossil Fuels**Objective**

The ECE should focus on activities that significantly reduce greenhouse gas emissions from electricity production from fossil fuels. Activities aimed at cleaner electricity production from fossil fuels should be developed and implemented with the active participation of ECE member States, representatives from the energy and financial sectors and civil society, independent experts and academia.

Areas of work

- Regulatory and policy dialogue;
- Sharing best practices in the field of cleaner electricity production from fossil fuels in the ECE region;
- Carbon Capture Utilization and Storage (CCUS);
- Enhanced oil recovery with CO₂;
- Advanced fossil fuels technologies for power generation.

Concrete activities

Examples of specific CCUS international activities for ECE member States to consider are opportunities to collaborate and actively participate in several upcoming Carbon Sequestration Leadership Forum (CSLF) Working Groups on the following topics:

- Technical working group activities in CO₂ utilization options;
- CCUS technology gaps closure;
- Carbon capture energy penalty reduction;
- Carbon capture and storage (CCS) with industrial emissions sources;

- Technical challenges for conversion of CO₂-enhanced oil recovery (EOR) to CCS;
- Identifying and assessing links between technology-related risks and liability;
- Competition of CCS with other resources;
- Stimulating introduction of innovative technologies, notably on electricity with a focus on controlling emissions.

The International Energy Agency (IEA), Global Carbon Capture and Storage Institute (GCCSI) and CSLF each conduct a wide range of activities related to CCUS, many of which should be of interest to various ECE member States. Rather than propose a specific set of projects at this time, non-duplicative projects that are of the most value could be developed through dialogue between these organizations and ECE.

The CSE will encourage the exchange of know-how and best practices between relevant experts of all member States in order to attract investments in advanced fossil fuels technologies for electricity generation with a view to supporting industrial and economic competitiveness and achieving low-carbon sustainable development.

Work on cleaner electricity production is not limited to CCUS. ECE member States could decide to develop other concrete and results-oriented activities within agreed mandates.

IV. Renewable energy

Objective

In line with the “Sustainable Energy for All” initiative of the Secretary-General, ECE should focus on activities that help significantly increase the uptake of renewable energy in the region and that help achieve the objective of access to energy for all in the ECE region.

Areas of work

Regulatory and policy dialogue and sharing best practices on various renewable energy sources, including biomass, with a view to increasing the share of renewables in the global energy mix.

Concrete activities

- The CSE will help member States, at their request, to identify those communities in the ECE region that, at present, have no access to energy, and it will help suggest ways to ensure that these communities have access to renewable or alternative sources of energy as soon as possible. Energy companies could be asked to help to achieve that objective;
- In view of existing ECE expertise, the CSE will work:
 - on increasing energy production from renewable sources throughout the region;
 - on activities that will improve access to heat and power from renewable energy sources in the ECE region, including for communities referred to in the first bullet under this heading;
 - on sustainable development of non-forest based biomass production.

- Encourage the exchange of know-how and best practices between relevant experts of all member States in order to attract investments in energy production from renewable sources, such as in wind, solar and hydro power projects as a means of sustainable development and climate change mitigation.

In addition, ECE member States could decide to develop other concrete and results-oriented activities of CSE within agreed mandates. The activities of the sustainable energy subprogramme are complementary to and implemented in cooperation and coordination with other ECE subprogrammes, in particular with the ECE-FAO Forestry and Timber subprogramme.

V. Coal mine methane

Objective

To promote the reduction of greenhouse gas emissions from coal mines by means of activities that may help the recovery and use of methane in order to reduce the risks of explosions in coal mines.

Areas of work

Best practice guidance for effective methane drainage development and dissemination.

Concrete activities

- Electronically disseminate *Best Practice Guidance for Effective Methane Drainage and Recovery in Coal Mines* to all major stakeholders in the ECE region and beyond as recommended by ECOSOC (Decision 2011/222) before August 2013;
- Prepare suggestions, by August 2013, on how to develop, as appropriate, similar best practices guidance for aspects of CMM management that are not covered in detail by the current document such as best practice drilling or low-concentration methane drainage;
- Prepare proposals, by August 2013, for case studies, where appropriate and financed by extrabudgetary resources, on the application of best practice guidance in specific coal mines in different regions of the world.

If the activities carried out by ECE coal mine methane experts reveal broader safety issues, they may communicate these to the International Labour Organization (ILO) for consideration in its coal mine safety guidelines.

VI. United Nations Framework Classification for Fossil Energy and Mineral Reserves and Resources

Objective

Classification of energy and mineral reserves and resources.

Areas of work

United Nations Framework Classification for Fossil Energy and Mineral Reserves and Resources (UNFC)

Concrete activities

- Electronically disseminate UNFC to all major stakeholders by August 2013;
- Finalizing the generic specifications by December 2013 to make UNFC operational;
- Develop ideas on how the UNFC could apply to and integrate renewable energy by December 2013;
- Develop proposals on how to conduct ongoing maintenance, technical advice, guidance and periodic updates to UNFC in order to ensure the system remains relevant, useful, and operates efficiently in light of ongoing technological developments including in the field of carbon capture and storage.

7. Natural gas**Objective**

Provide a forum for multi-stakeholder dialogue on ways to promote the sustainable and clean production, distribution and consumption of gas in the ECE region.

Areas of work

Policy dialogue and exchange of information and experience among ECE member countries on:

- Gas-related issues of regional relevance, including the role of gas in the global energy mix;
- The relation between natural gas and the environment.

Concrete activities

- Studies, delivered in a timely way, on the sustainable and clean production, transport, and use of gas, including on:
 - issues that emerge from natural gas market studies carried out in the past;
 - methods of preventing gas losses and leakages during production and distribution.
- Maintain a transparent dialogue between governments and the gas industry through the extrabudgetary Gas Centre programme.

Annex III

Guidelines on procedures and practices for ECE bodies

I. General

1. The work of the Commission, its subsidiary bodies and the secretariat is based on the United Nations Charter, the Terms of Reference of ECE as adopted by the Economic and Social Council (ECOSOC), Rules of Procedure of ECE, relevant United Nations rules and regulations, and is in line with these guidelines on procedures and practices for ECE bodies and the secretariat. It should be ensured, at all administrative levels of the secretariat and for all bodies of the Commission, that the work is carried out in a way that is member driven, participatory, consensus-oriented, transparent, responsive, effective, efficient, results-oriented and accountable. The Commission and its subsidiary bodies should continue their existing practice of inviting, without a right to vote, other relevant stakeholders such as international organizations, private sector representatives, members of academia or representatives of civil society.

II. Rules of procedure

2. All Sectoral Committees and other subsidiary bodies may adopt their own Rules of Procedure on the basis of ECE Rules of Procedure and, where applicable, Rules of Procedure of ECOSOC, taking into account these guidelines. Otherwise it will be presumed that they are governed by the Rules of Procedure of the Commission and, where applicable, Rules of Procedure of ECOSOC and taking into account these guidelines *mutatis mutandis*.

III. Communication with the member States

3. The secretariat will continue to communicate with the member States in accordance with the official channels of communication. In cases where the secretariat communicates directly with national experts and counterparts, all correspondence will be copied to the Permanent Representations. Similarly, when the secretariat requires assistance in identifying national experts, it will communicate with the line ministries with a copy to the Permanent Representations.

IV. Accreditation process for participants/representatives to intergovernmental bodies

4. In meetings of subsidiary bodies, member States shall be represented by officially designated representatives whose names shall be communicated to the secretariat by the respective Permanent Representations, and made available by the secretariat.

5. Officially designated representatives of the member States who work in the Geneva Permanent Representations and are duly authorized, including persons accredited to the Executive Committee, may take part in the meetings without any restrictions to participate in the discussion and in the decision-making process.

6. Officially designated representatives and other participants to all bodies of the ECE should be registered by the secretariat in the respective lists of participants which will be communicated to the Permanent Representations.

V. Nomination and election of Chairpersons and other members of the Bureaux of intergovernmental bodies

7. Candidates for the Bureaux of the Sectoral Committees and other subsidiary bodies shall be nominated by member States based on the person's expertise, professionalism, and expected support from the membership. The candidatures for election should be made available to all member States well in advance of the elections and preferably agreed upon.

8. The members of the Bureaux shall be elected by the respective body according to the relevant Rules of Procedure and following consultations among member States. Elected Bureau members serve collectively in the interest of all member States. In the absence of Rules of Procedure of such body, the composition of the Bureau should take into account expertise, with due regard to as wide a geographical representation as possible; the term of office should be up to two years. Bureau members including the Chair can be re-elected for an additional term.

9. A Bureau may invite major stakeholders active in the area of the subprogramme to attend the meetings of the Bureau and contribute to its work, without the right to vote.

VI. Functions of the Bureaux

10. The key functions of the Bureaux are:

(a) To monitor and ensure implementation of the programme of work and of past decisions and recommendations during intersessional periods;

(b) To ensure effective and transparent preparations of forthcoming sessions and, for that purpose, to collectively outreach and consult with all member States, and other stakeholders as appropriate;

(c) To ensure effective conduct of business during the sessions in full compliance with their respective Rules of Procedure, taking into account these guidelines, and to facilitate reaching agreement on decisions and recommendations.

11. In addition to these tasks, the Bureaux help the consensus-building process by means of transparent and inclusive consultations on draft outcomes of the subsidiary bodies, including draft decisions, conclusions and recommendations that might be proposed by representatives of member States.

12. The Bureaux do not adopt the conclusions, recommendations, decisions and meeting reports of the subsidiary bodies.

13. In its activities the Bureaux should coordinate with the secretariat on all relevant issues.

VII. Procedures for the adoption of decisions and reports of intergovernmental bodies

14. When taking a decision, the Commission and its subsidiary bodies shall continue their existing practice of making every effort to reach a consensus.

On draft decisions

15. Without prejudice to the Rules of Procedure of the Commission, any draft conclusions, recommendations or decisions which ECE bodies within their competence are expected to discuss and adopt at their meetings, should be prepared in line with items 9 to

12 and distributed by the secretariat to all participants and Geneva Permanent Representations at least ten days before the start of the meeting, for information, so as to allow participants to finalize their position during the meeting in order to adopt conclusions, recommendations and decisions. This does not prejudice the possibility for member States to propose additional agenda items, draft conclusions, recommendations or decisions at the meeting. Should the submission of draft proposals not be possible ten days prior to a meeting, the prevailing Rules of Procedure will be used to determine how such draft proposals will be considered in order not to block the decision-making process.

16. The secretariat should make available only those draft conclusions, recommendations or decisions for discussion and adoption that are proposed by one or more member States.

17. The secretariat can make proposals on administrative issues within its prerogatives.

18. Draft conclusions, recommendations and decisions are formally adopted by the subsidiary body at the end of the session. Drafts should be projected on a screen, where possible, and read out by the Chair.

19. If a draft conclusion, recommendation or decision cannot be adopted at the meeting for technical reasons, the subsidiary body may decide to circulate it to all Geneva Permanent Representations for subsequent approval.

On draft reports

20. A draft report of the meeting, which reflects in a concise and factual manner the discussion and the views expressed by participants, should be circulated well in advance of the end of the meeting for comments and adoption by member States at the end of the meeting.

21. If the draft report cannot be circulated at or adopted during the meeting for technical reasons, the subsidiary body may decide to distribute it to all Geneva Permanent Representations for subsequent approval.
