

## **WHO reform**

### **Revised terms of reference for the Programme, Budget and Administration Committee of the Executive Board**

1. The Executive Board, at its special session in November 2011, requested the Director-General to submit a proposal for revised terms of reference for the Programme, Budget and Administration Committee of the Executive Board in order to strengthen its role, in particular with regard to overseeing the monitoring and evaluation of programmatic and financial implementation at the three levels of the Organization.<sup>1</sup> The Secretariat accordingly presented revised terms of reference to the Executive Board at its 130th session, during which further discussion of the proposals took place.<sup>2</sup>
2. The Secretariat has further refined the terms of reference of the Programme, Budget and Administration Committee on the basis of the guidance received from Member States during the 130th session of the Executive Board in January 2012 as well as input from the web-based consultations that followed.
3. The proposed amended terms of reference are presented in the Annex.
4. The following changes have been introduced:
  - clarification of the composition of the Committee, its relationship with the Executive Board, the periodicity of the Committee meetings and the nomination of office bearers (terms 1, 2 and 3);
  - addition of the role of the Committee, on behalf of the Executive Board, to examine the financial, administrative and programmatic implications of proposed resolutions (term 5(a));
  - clarification of the wording regarding the application of Article 7 of the Constitution (term 5(b)).

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<sup>1</sup> See decision EBSS2(2) subparagraph (3)(a).

<sup>2</sup> See document EB130/5 Add.3, and document EB130/2012/REC/2, summary records of the sixth and seventh meetings.

**ACTION BY THE EXECUTIVE BOARD**

5. The Board is invited to approve the revised terms of reference of the Programme, Budget and Administration Committee and the draft resolution below.

The Executive Board,

Having considered the proposed amendments to the terms of reference of the Programme, Budget and Administration Committee of the Executive Board,<sup>1</sup>

APPROVES the revised terms of reference (as annexed).

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<sup>1</sup> Document EB131/10, Annex.

## ANNEX

**PROPOSED TERMS OF REFERENCE FOR THE PROGRAMME, BUDGET AND ADMINISTRATION COMMITTEE OF THE EXECUTIVE BOARD**

1. The Programme, Budget and Administration Committee shall be composed of 14 members, two from each region, selected from among Executive Board members, as well as the Chairman and a Vice-Chairman of the Board, ex officio.
2. The Committee shall meet twice annually. The Board may, however, decide to convene extraordinary meetings of the Committee in order to deal with urgent matters that fall within the terms of reference of the Committee and that need to be considered between regular meetings of the Committee.
3. Committee members shall serve for a two-year period. There shall be two office-bearers: a Chairman and a Vice-Chairman. They shall be appointed from among Committee members, for a one-year term, or two sessions of the Committee, in the first instance (with a possibility of extending for a further year if they are still members of the Board).
4. The Committee shall review, provide guidance and, as appropriate, make recommendations to the Executive Board on:
  - (1) *Programme planning, monitoring and evaluation, including:*
    - (a) the general programme of work;
    - (b) the programme budget;
    - (c) performance assessment reports;
    - (d) evaluation plans and reports;
    - (e) the Secretariat's response to matters referred to in subsections (a) to (d) above.
  - (2) *Financial and administrative matters, including:*
    - (a) the financing of the work of the Organization;
    - (b) the annual Financial Report, and audited financial statements, together with the report of the External Auditor thereon;
    - (c) the annual report on human resources;
    - (d) the audit plans of the External and Internal Auditors and any reports submitted by them to the Executive Board;
    - (e) the reports of the Independent Expert Oversight Advisory Committee;
    - (f) the reports of the Joint Inspection Unit;

- (g) the Secretariat's responses to matters referred to in subsections (a) to (f) above;
- (h) other financial and administrative matters on the provisional agenda of the next session of the Executive Board;
- (i) any other matter referred by the Executive Board.

5. The Committee shall act on behalf of the Executive Board:

- (a) to examine, and provide advice to the Health Assembly on the financial and administrative implications for the Secretariat, and relationship to the programme budget, of proposed resolutions;
- (b) to consider the situation of Member States in arrears to an extent that would justify the application of Article 7 of the Constitution;
- (c) to examine the Financial Report and audited financial statements, and the report of the External Auditor;
- (d) to consider any other programme, administrative, budgetary or financial matters that the Board may deem appropriate;
- (e) to make comments or recommendations on all these matters directly to the Health Assembly.

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