

Committees of the Executive Board

Merger of committees: terms of reference and options for membership

The Executive Board,

Having decided at its 113th session that the Administration, Budget and Finance Committee, the Audit Committee and the Programme Development Committee should be merged into a single committee;

Taking into account the need to strengthen the role of such a committee in the work of the Board,

1. DECIDES to abolish the Administration, Budget and Finance Committee, the Programme Development Committee and the Audit Committee and to establish a single committee, called the Programme, Budget and Administration Committee, with the terms of reference, periodicity of meetings, composition and terms of office, and requirements for membership, as annexed;
2. DECIDES that the Programme, Budget and Administration Committee will hold its first meeting from Wednesday to Friday before the opening of the 115th session of the Board.

ANNEX

TERMS OF REFERENCE

- (a) To review and, as appropriate, make recommendations to the Executive Board on:
- (i) the general programme of work,
 - (ii) the programme budget and performance and assessment reports,
 - (iii) evaluations,
 - (iv) the Interim Financial Report, the Financial Report and audited financial statements, together with the report of the External Auditor thereon,
 - (v) the audit plans of the External and Internal Auditors and any reports submitted by them to the Executive Board,
 - (vi) the reports of the Joint Inspection Unit,
 - (vii) the Secretariat's responses to matters referred to in subsections (ii) to (vi) above,
 - (viii) other financial and administrative matters on the proposed agenda for the next session of the Executive Board,
 - (ix) any other matter referred by the Executive Board.
- (b) To act on behalf of the Executive Board:
- (i) to consider the situation of the Members in arrears to an extent that would justify invoking Article 7 of the Constitution,
 - (ii) to examine the Interim Financial Report, the Financial Report and audited financial statements and the report of the External Auditor,
 - (iii) to consider any other programme, administrative, budgetary or financial matter that the Board may deem appropriate,
 - (iv) to make comments or recommendations on all these matters directly to the Health Assembly.

PERIODICITY OF MEETINGS

The Committee shall meet twice annually: for up to three days (in budget years) before the January session of the Board, and for up to two days before the Health Assembly. The report of the Committee would be presented to the Board early in each session, so that any recommendations contained therein might be fully considered during the Board's deliberations.

COMPOSITION OF THE COMMITTEE

Bearing in mind the need for geographical representation and a reasonably sized committee thus providing a range of perspectives, the Committee shall be composed of 14 members, two from each region selected from among Board members, plus the Chairman and a Vice-Chairman of the Board ex officio.

TERMS OF OFFICE AND REQUIREMENTS FOR MEMBERSHIP

Committee members should ideally serve for a two-year period, to allow for some continuity. There shall be two office-bearers: a Chairman and a Vice-Chairman. They would be nominated 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 were still members of the Board). A practice could eventually be established that the Vice-Chairman would be selected from incoming members, and could then serve as Chairman during the second year in office.

Sixth meeting, 26 May 2004
EB114/SR/6

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