



Annotated Programme – Member State Induction Seminar

Monday 31 January 2022
09:30-13:00 EAT – Hybrid meeting

Time (EAT)	Session coverage	Session Description	Instructor-lead
09:30-09:33 (3 mns)	Introduction and programme overview	Introductory statement of the Executive Director, UN -Habitat Purpose and Overview of the induction seminar programme <i>Ms. Maimunah Mohd Sharif, United Nations Under -Secretary General and Executive Director UN-Habitat</i> (3 mns)	Neil Khor
SESSION 1 – 90 mns			
09:33 – 09:45 (12 mns)	The new governance structure of UN-Habitat	The New Governance structure of UN-Habitat The Oversight Role of Member States through the Governing Bodies of UN-Habitat: i. The UN-Habitat Assembly ii. The Executive Board of UN-Habitat iii. The Committee of Permanent Representatives	Chris Mensah H.E. Mr. Marek Rohr-Garztecki, Chair of the Executive Board
09:45 – 10:10 (25 mns)	Preparation and Approval of the Strategic Plan and the annual work programme and budget Sources of funding, funding mechanisms and UN- Habitat’s resource mobilisation strategy	The cycle of preparation of the Strategic Plan and the annual Work Programme and Budget and the role of Member States : What is the cycle of preparation of the Strategic Plan? What is the cycle of preparation of the annual draft work programme and draft budget including processes within UN-Habitat and UN headquarters? What is the Programme of Work? What is the regular budget cycle? What is the extrabudgetary cycle? What is the budget outline? Types and Sources of funding and the resource mobilisation strategy What are extrabudgetary resources and voluntary contributions? What are trust funds and how do they work? What are programme support costs? What is UN-Habitat’s resource mobilisation strategy ?	Neil Khor H.E. Ms. Saqlain Syedah, Chair of the CPR
10:10-10:25 (15 mns)	Structure of UN-Habitat	Structure of the Organization and Geographical Presence Organigram of UN-Habitat, regional structure, line Ministries, focal points and partners.	Amy Wood
10:25-11:10	Questions & Answers (45 mns)		

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SESSION 2 – 90 mns			
11:10 - 11:25 (15 mns)	The UN-Habitat Strategic Plan for the period 2020-2023	Elements of the UN-Habitat Strategic Plan 2020-2023 What are the four domains of change ? What are the flagship programmes? How does the Strategic Plan contribute to the implementation and monitoring of the SDGs and the New Urban Agenda ?	Åsa Jonsson
11:25-11:45 (20 mns)	Normative and operational activities of UN-Habitat	An overview of UN-Habitat’s work and its impact The normative and operational activities of UN-Habitat, including regional programmes, country programmes and the impact of UN-Habitat’s work. Country example.	Raf Tuts, Erfan Ali, H.E. Mr. Khaled Mohamed Samy Hassan El Abyad Permanent Representative of the Arab Republic of Egypt to UN-Habitat (TBC)
11:45 -11:57 (12 mns)	Communications, advocacy and outreach	The World Urban Forum, Urban October, World Cities Day, World Habitat Day, Waste Wise cities, World Urban Campaign, Urban Impact quarterly newsletter.	Katerina V. Bezgachina
11:57-12:12 (15 mns)	Monitoring, evaluation and audit functions	Monitoring, auditing and evaluation functions in the United Functions System	Martin Barugahare Modupe Adebajo
12:12 – 12:57 (45 mns)	Questions & Answers (45 mns)		
12:57	Closing remarks	Closing statement by the Executive Director, UN -Habitat (2 mns)	