

First session of 2022 of the Executive Board of the United Nations Human Settlements Programme (UN-Habitat) 29–31 March 2022

Notification by the Executive Director

I. Dates, agenda, venue and participation

1. The second session of 2021 of the Executive Board was held in a hybrid format on 15 and 16 November 2021. The report of the Executive Board on the work of its second session of 2021 is set out in document HSP/EB.2021/21. The decisions adopted by the Board at that session are set out in document HSP/EB.2021/22.
2. At its second session of 2021, in its decision 2021/8, the Executive Board agreed that its first session of 2022 would be held for a duration of three days from 29 to 31 March 2022, with the understanding that the Bureau would subsequently recommend any change required to the provisional agenda.
3. The provisional agenda, as agreed upon by the Executive Board in its decision 2021/8, and as further reviewed and amended by the Bureau as its meeting of 9 December 2021, is set out in document HSP/EB.2022/1 and is available at <https://unhabitat.org/first-session-of-2022-of-the-executive-board>. Pursuant to rule 6 of the rules of procedure of the Executive Board (HSP/HA.1/HLS.3), the working documents for the session will be issued in the six official languages of the United Nations by 1 March 2022, four weeks prior to the opening of the session.
4. Although it is anticipated that, owing to the ongoing coronavirus disease (COVID-19) pandemic, the session will be held in a hybrid format, combining an online meeting for representatives not based in Nairobi with an in-person meeting for representatives of permanent missions located in Nairobi, the Executive Director will continue to monitor the situation in case there is a possibility that the session might be held either fully in person, with delegations physically present at the UN-Habitat headquarters in Nairobi, or fully online, taking into account the necessary pandemic-related precautionary measures. In the light of the continually evolving nature of the pandemic, however, the Executive Director will proceed with preparations for the session to be held in a hybrid format, with simultaneous interpretation in the six official languages of the United Nations, and will consult with the Director-General of the United Nations Office at Nairobi (UNON) and the Government of Kenya to determine the best possible format for the session.
5. The session will be opened at 9 a.m. (Nairobi time (UTC + 3)) on Tuesday, 29 March 2022. Participants joining remotely should be online and logged into the meeting by 8.45 a.m. In the event of a hybrid format or in-person session, participants are requested to be seated by 8.45 a.m. in Conference Room 2 at UNON.
6. Instructions for accessing the online session will be shared with participants on or after 25 March 2022.
7. All [36 members](#) of the Executive Board are expected to participate in the session.
8. In addition, in accordance with rule 17 of the rules of procedure, the sessions of the Executive Board are open to any State Member of the United Nations that is not a member of the Executive Board and to any member of a specialized agency. In line with rule 8 of the rules of procedure, each member of the Executive Board and any observers should forward to the secretariat of the Executive Board, as soon as possible but no later than 25 March 2022, the names of their accredited representatives, alternate representatives and advisers, including their email addresses, for the purpose of enabling their access to the session. Each delegation should consist of an accredited representative and such alternate representatives and advisers as may be required.

II. Key issues to be discussed

9. Among the key issues to be considered by the Executive Board at its first session of 2022 are the following:
- (a) Financial, budgetary and administrative matters;
 - (b) Status of and discussion on the draft annual work programme of UN-Habitat and the draft budget of the United Nations Habitat and Human Settlements Foundation for 2023;
 - (c) Normative and operational activities of UN-Habitat;
 - (d) Preparations for the high-level meeting of the General Assembly on the review of the implementation of the New Urban Agenda;
 - (e) Preparations for the eleventh session of the World Urban Forum;
 - (f) Implementation of the resolutions and decisions adopted by the United Nations Habitat Assembly of the United Nations Human Settlements Programme at its first session;
 - (g) Implementation by UN-Habitat of the reform of the development system and management of the United Nations;
 - (h) Action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace;
 - (i) Action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat;
 - (j) Progress made in the implementation of the working methods of the Executive Board pursuant to its decision 2020/6 and on the basis of a survey conducted by the secretariat following the request by the Executive Board at its second session of 2021 to evaluate the effectiveness of that session so as to improve the process and outcome of future sessions, including discussions on the schedule of future sessions of the Board.

III. Informal consultations

10. In order to facilitate the work of the Executive Board, arrangements will be made, upon request, for informal consultations within the regional groups on various matters, including any draft outcomes, including draft decisions, for consideration and possible adoption by the Executive Board. Such requests may be sent by email to chris.mensah@un.org and unhabitat-sgb@un.org.

IV. Proposed organizational arrangements for the first session of 2022

11. The Executive Director proposes the organizational arrangements and timetable set out in the annex to the present notification for consideration by Member States.

A. Bureau

12. In accordance with rule 9 of the rules of procedure, the Bureau of the Executive Board consists of a Chair, three Vice-Chairs and a Rapporteur. The members of the Bureau for the period 2021–2022, who were elected by the Executive Board at its first session of 2021 on 8 April 2021, will preside over the conduct of the first session of 2022. The geographical distribution of the membership of the Executive Board, elected by the United Nations Habitat Assembly at its first session, in May 2019, for a four-year term, can be accessed [here](#), while the geographical distribution of the Bureau for the period 2021–2022 is as follows:

Chair:	Poland (Eastern European States)
Vice-Chairs:	Egypt (African States)
	France (Western European and other States)
	Pakistan (Asia-Pacific States)
Rapporteur:	Chile (Latin American and Caribbean States)

13. Also in accordance with rule 9, the Executive Board will elect from among its members, taking into consideration the need to ensure equitable geographical representation, a new Bureau comprising a Chair, three Vice-Chairs and a Rapporteur, to hold office starting at the end of the first session of 2022.

14. The expected composition of the Bureau of the Executive Board for the period 2022–2023 is as indicated below:

Latin American and Caribbean States: *Chair*

Eastern European States: *Vice-Chair*

African States: *Vice-Chair*

Asia-Pacific States: *Vice-Chair*

Western European and other States: *Rapporteur*

B. Meetings during the session

1. Day 1 of the session

15. Following consultations within the Bureau, it is recommended that most of the work of the Executive Board be undertaken in online and hybrid plenary meetings over a period of three days. It is proposed that the first day of the first session of 2022 be devoted to the opening of the session (agenda item 1); organizational matters (agenda item 2); reports of the ad hoc working groups (agenda item 3); financial, budgetary and administrative matters, including the implementation of the resource mobilization strategy in accordance with the strategic plan for the period 2020–2023 (agenda item 4); reports of the Advisory Committee on Administrative and Budgetary Questions relevant to the work and activities of UN-Habitat issued since the previous session of the Executive Board (agenda item 5); and the status of and discussion on the draft annual work programme of the United Nations Human Settlements Programme and draft budget of the United Nations Habitat and Human Settlements Foundation for 2023 (agenda item 6).

2. Day 2 of the session

16. It is proposed that the second day be devoted to the normative and operational activities of UN-Habitat (agenda item 7); the high-level meeting of the General Assembly on the review of the implementation of the New Urban Agenda (agenda item 8); preparations for the eleventh session of the World Urban Forum (agenda item 9); implementation of the resolutions and decisions adopted by the UN-Habitat Assembly (agenda item 10); and the implementation by UN-Habitat of the reform of the development system and management of the United Nations (agenda item 11).

3. Day 3 of the session

17. It is proposed that the third day be devoted to the action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace (agenda item 12); the annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat (agenda item 13); progress made in the implementation of the working methods of the Executive Board pursuant to its decision 2020/6, and based on a survey conducted by the secretariat following the request by the Executive Board at its second session of 2021 to evaluate the effectiveness of that session so as to improve the process and outcome of future sessions, including discussions on the schedule of future sessions of the Board (agenda item 14); consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2022 (agenda item 15); election of officers of the Bureau (agenda item 16); other matters (agenda item 17); and closure of the session (agenda item 18).

C. Consultations on draft decisions to be considered by the Executive Board

18. It is recommended, in the interest of efficiency, that the draft outcomes, including draft decisions to be considered by the Executive Board at its first session of 2022, be discussed before the session by the ad hoc working group on programmatic, budgetary and administrative matters, which was established by the Executive Board in paragraph 7 of its decision 2019/2. Thereafter, it is anticipated that the chair of the ad hoc working group will forward the draft outcomes, including draft decisions, based upon those preliminary discussions, to the Executive Board through the Chair of the Executive Board for further consideration and possible adoption.

19. It is also anticipated that part of the session will be dedicated to informal negotiations on the draft decisions with a view to merging, reconciling or clarifying them, as necessary, prior to their consideration by the Executive Board at a plenary meeting of the session.

D. Registration

20. All delegates are encouraged to pre-register online for the second session of 2022 at <https://unhabitat.org/first-session-of-2022-of-the-executive-board> from Wednesday 16 February 2022 onwards. All participants should register online before 2 p.m. Nairobi time (UTC + 3) on Friday, 25 March 2022 in order to enable the organization to duly record the attendance of all participants and provide them with access to the online platform for the session.

21. In accordance with rule 8 of the rules of procedure of the Executive Board, the secretariat of UN-Habitat requests permanent and observer missions to UN-Habitat in Nairobi and to the United Nations in New York, in addition to registering online, to communicate the names of the members of their respective delegations as early as possible, but no later than Friday, 25 March 2022, to the Secretary to the Governing Bodies of UN-Habitat, Mr. Chris Mensah (tel.: +254 732 689199; email: chris.mensah@un.org and unhabitat-sgb@un.org).

22. Additional information will be made available on the website for the session at <https://unhabitat.org/first-session-of-2022-of-the-executive-board> and at <https://unhabitat.org/governance/executive-board>. Enquiries regarding the session should be directed to:

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Proposed organization of work and timetable for the first session of 2022 of the Executive Board (29–31 March 2022)

<i>Day/date</i>	<i>Time*</i>	<i>Agenda item</i>
Tuesday (29 March 2021)	9 a.m.	<ol style="list-style-type: none"> 1. Opening of the session. 2. Organizational matters: <ol style="list-style-type: none"> (a) Adoption of the agenda and the workplan for the first session of 2022; (b) Adoption of the report of the Executive Board on the work of its second session of 2021. 3. Reports by the chairs of the ad hoc working groups established by the Executive Board. 4. Financial, budgetary and administrative matters, including the implementation of the resource mobilization strategy in accordance with the strategic plan for the period 2020–2023 and action by UN-Habitat to address geographical and gender imbalances in the composition of its staff.
	2 p.m.	<ol style="list-style-type: none"> 5. Reports of the Advisory Committee on Administrative and Budgetary Questions relevant to the work of UN-Habitat issued since the previous session of the Executive Board. 6. Status of and discussion on the draft annual work programme of the United Nations Human Settlements Programme and draft budget of the United Nations Habitat and Human Settlements Foundation for 2023. <i>Informal consultations on draft outcomes.</i>
Wednesday (30 March 2021)	9 a.m.	<ol style="list-style-type: none"> 7. Implementation of the normative and operational activities of UN-Habitat, including reporting on the programmatic activities of UN-Habitat in 2021 and the implementation of subprogrammes, flagship programmes and technical cooperation activities. 8. Preparations for the high-level meeting of the General Assembly on the review of the implementation of the New Urban Agenda. 9. Preparations for the eleventh session of the World Urban Forum.
	2 p.m.	<ol style="list-style-type: none"> 10. Status of implementation of the resolutions and decisions adopted by the United Nations Habitat Assembly of the United Nations Human Settlements Programme at its first session. 11. Implementation by UN-Habitat of the reform of the development system and management of the United Nations. <i>Informal consultations on draft outcomes.</i>
Thursday (31 March 2021)	9 a.m.	<ol style="list-style-type: none"> 12. Action by UN-Habitat to strengthen protection against sexual and any other type of exploitation and abuse and against sexual harassment in the workplace. 13. Annual report on action by the Executive Director to update and improve the internal management, policies and procedures of UN-Habitat. 14. Progress made in the implementation of the working methods of the Executive Board pursuant to its decision 2020/6, including discussions on the schedule of future sessions of the Executive Board. <i>Informal consultations on draft outcomes.</i>
	2 p.m.	<ol style="list-style-type: none"> 15. Consideration and adoption of the outcomes of the session, including the provisional agenda for the second session of 2022. 16. Election of officers of the Bureau. 17. Other matters. 18. Closure of the session.

* All times are Nairobi time (UTC + 3).