



**Programme – Member States Induction Seminar and Retreat on the Draft Strategic Plan 2026-2029**  
**Wednesday, 31 January 2024, 09:00-17:00 EAT.**

Time (EAT)	Session coverage	Session Description	Instructor-lead
09:00 to 09:05	<b>Introduction and programme overview</b>	<b>Introductory statement of the Acting Executive Director, UN -Habitat</b> Purpose and Overview of the induction seminar Mandate of the Organization <i>Mr. Michal Mlynár, Acting Executive Director of UN-Habitat</i>	<b>Erfan Ali</b> , Chief of Staff <b>Chris Mensah</b> , Secretary to the Governing Bodies
<b>SESSION 1</b>			
9:05 to 9:30	<b>The governance structure of UN-Habitat</b>	<b>The Governance structure of UN-Habitat</b>  The oversight role of Member States over UN-Habitat through the Governing Bodies <ul style="list-style-type: none"> <li>i. The UN-Habitat Assembly</li> <li>ii. The Executive Board of UN-Habitat</li> <li>iii. The Committee of Permanent Representatives</li> </ul>	<b>Chris Mensah</b> , Secretary to the Governing Bodies
		<b>Remarks by members of Bureaux of Governing Bodies</b>	
9:30 to 9:50	<b>Structure of UN-Habitat</b>	<b>Structure of the Organization and Geographical Presence</b> Organigram of UN-Habitat, regional structure, line Ministries, focal points and partners.	<b>Erfan Ali</b> , Chief of Staff

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9:50 to 10:20		<i>Questions &amp; Answers</i>	
		<b>SESSION 2</b>	
10:20 to 11:00	<p><b>Preparation and approval of the Strategic Plan and the annual work programme and budget</b></p> <p><b>Sources of funding, funding mechanisms and UN- Habitat's resource mobilisation strategy</b></p>	<p><b>The Strategic Plan and the annual work programme and budget of UN-Habitat, including the role of Member States in their preparation and implementation:</b></p> <p><b>i) The Strategic Plan</b>            What is the cycle of preparation of the Strategic Plan?            What is the role of Member States in the formulation, implementation, monitoring and reporting of the Strategic plan?            What are the Elements of the current UN-Habitat Strategic Plan 2020-2025?            How does the Strategic Plan contribute to the implementation and monitoring of the SDGs and the New Urban Agenda?</p> <p><b>ii) The Annual work programme and Budget</b>            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?</p> <p><b>iii) Resource mobilisation for the Strategic and the work programme</b>            What are the types and sources of funding?            What are extrabudgetary resources and voluntary contributions? What are trust funds and how do they work? What are programme support costs? What are the key elements of the UN-Habitat resource mobilisation strategy?</p>	<p><b>Stephen Slawsky</b>, Director of Management Advisory and compliance Service and <b>Edlam Yemeru</b>, Director a.i, ERSKI</p>
11:00 to 11:30		<i>Questions &amp; Answers</i>	

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<b>SESSION 3</b>			
11:30 to 11:50	<b>Normative and operational activities of UN-Habitat</b>	<b>An overview of UN-Habitat’s work and its impact</b>  The normative and operational activities of UN-Habitat, including regional programmes, country programmes and the impact of UN-Habitat’s work.	<b>Raf Tuts</b> , Director, Global Solutions Division and <b>Erfan Ali</b> , Director, Regional Programme Division
11:50 to 12:10	<b>Communications, advocacy and outreach</b>	<b>UN-Habitat’s key global advocacy platforms</b>  The World Urban Forum, Urban October, World Cities Day, World Habitat Day, Waste Wise cities, World Urban Campaign, Urban Impact quarterly newsletter.	<b>Katerina V. Bezgachina</b> , Head of Communication
12:10 to 12:30	<b>Monitoring, evaluation and audit functions</b>	<b>Monitoring, auditing and evaluation functions in the United Functions System</b>	<b>Martin Barugahare</b> , Chief, Independent Evaluation Unit  <b>Modupe Adebajo</b> , Oversight and Internal Controls Unit
12:30 to 13:00		<i>Questions &amp; Answers</i>	
13:00 to 14:00		Lunch Break and introduction to the retreat on the draft Strategic Plan 2026-2029	
<b>SESSION 4 – RETREAT OF THE DEVELOPMENT OF THE DRAFT UN-HABITAT STRATEGIC PLAN 2026-2029</b>			
14:00-15:00	<b>UN-Habitat strategic plan for the period 2026-2029</b>	<b>Member States inputs on the key principles, formulation process, and priorities to be included in the draft strategic plan of UN-Habitat for the period 2026-2029:</b>  <b>Opening overview:</b> by Acting Executive Director  <b>Presentation of the approach to the key principles and the preparatory process</b> of the Strategic Plan 2026-2029 proposed by the Secretariat as in the note shared with the Member States	<b>Michal Mlynár</b> , ASG and Acting Executive Director  <b>Edlam Yemeru</b> , Director a.i, ERSKI <b>Paulius Kulikauskas</b> , Chief of Strategic Planning and Monitoring Branch
15:00-17:00		<b>Open discussion:</b> specific issues of the proposed approach to the key principles and the formulation process, and next steps	<b>Moderated by the Acting Executive Director, UN -Habitat</b>
	<b>Closing remarks</b>	<b>Closing statement by the Acting Executive Director, UN-Habitat</b>	