



Draft 11 July 2025

**Programme of the Induction Seminar for Member States**  
**Wednesday, 10 September, 9:00-13:00 EAT**

Time (EAT)	Session coverage	Session Description	Instructor-lead
9:00 to 9:05	<b>Opening of the Seminar</b>	<b>Opening of the Seminar</b> <ul style="list-style-type: none"><li>Opening remarks by the President of the Assembly (Malaysia)</li><li>Opening remarks by the Executive Director of UN-Habitat</li></ul>	
9:05 to 9:10	<b>Introduction and programme overview</b>	<b>Introductory statement</b> Purpose and Overview of the induction seminar Mandate of the Organization	Executive Director /Deputy Executive Director
<b>SESSION 1</b>			
9:10 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>The UN-Habitat Assembly</li><li>The Committee of Permanent Representatives</li><li>The Executive Board of UN-Habitat</li></ul>	<b>Ulf Bjornholm</b>
9:30 to 10:00	<b>Structure of UN-Habitat</b>	<b>Structure of the Organization and Geographical Presence</b> <ul style="list-style-type: none"><li>Organigram of UN-Habitat</li><li>Role of Divisions</li><li>Regional structure, line Ministries, focal points and partners</li></ul>	<b>Erfan Ali</b> <b>All Directors</b>

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10:00 to 10:30	Strategic Plan and the annual work programme and budget	<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> <ul style="list-style-type: none"><li>• The Strategic Plan</li><li>• The Annual work programme and Budget</li></ul>	<b>Edlam Yemeru Justin Bonongwe</b>
10:30 to 10:40	Sources of funding, funding mechanisms and UN- Habitat’s resource mobilization strategy	<b>Resource mobilization for the Strategic and the work programme</b>	<b>Edlam Yemeru Justin Bonongwe</b>
10:30 to 11:00	<i>Questions &amp; Answers</i>		
SESSION 2			
11:00 to 11:30	Normative and operational activities of UN-Habitat	<b>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 Erfan Ali</b>
11:30 to 11:40	Communications, advocacy and outreach	<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>Edlam Yemeru Katerina V. Bezgachina</b>
11:40 to 12:00	Monitoring, evaluation and audit functions	<b>Monitoring, auditing and evaluation functions in the United Functions System</b>	<b>Martin Barugahare</b>
12:00 to 12:15	<i>Questions &amp; Answers</i>		

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<b>SESSION 3</b>			
12:15 to 12:30	<b>Events Team</b>	<b>Briefing on the registration system (GEMS)</b>	<b>Silvia Ragoss</b>
12:30 to 12:45	<b>ICT</b>	<b>Briefing on the E-delegate platform</b>	<b>Leon Osong/Daniel Ndeti</b>
12:45 – 12:55	<i>Questions &amp; Answers</i>		
12:55 to 13:00	<b>Closing remarks</b>	<b>Closing statement</b> <ul style="list-style-type: none"> <li>• Executive Director of UN-Habitat</li> <li>• Chair of the Executive Board (Germany)</li> </ul>	