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ECONOMIC COMMISSION FOR AFRICA

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STAFF AND ADMINISTRATIVE QUESTIONS

Introduction

STAFF AND ADMINISTRATIVE QUESTION

1. As a follow-up to the report on Staff and Administrative Questions contained in Document E/CN.14/ECO/73, information on personnel questions and the composition of the secretariat is annexed hereto.
2. Annex I contains seven tables. The first table gives the authorized posts for the biennium 1976/1977 including eight additional posts financed by extra-budgetary sources. These sources include funds provided by donor Governments or foundations interested in some aspect of development in Africa.
3. Table II of annex I shows the distribution of the posts by level as of 1 January 1977. One hundred and ten posts are held by Africans and forty by non-Africans. The remaining thirty posts are vacant, but fourteen among them are already committed or under recruitment procedures.
4. Table III shows posts which are occupied by staff whose grade is lower than the grade assigned to the post. It will be seen from this that seven of these posts are held by Africans and four by non-Africans. These posts, from an administrative standpoint, cannot be considered vacant in view of the fact that they are presently filled, albeit, by staff at lower levels. The administrative advantage of this is that the situation enhances the promotion possibilities of the lower level staff occupying higher posts.
5. Table IV provides a breakdown of vacancies against which offers of appointment or other commitments have already been made. It will be seen from this table that thirteen offers of posts are committed to Africans and one to non-Africans. These posts, therefore, cannot be considered vacant and bring the total number of vacancies to sixteen.
6. Table V shows the number of staff members from the African region in the ECA secretariat by nationality as of 1 January 1977. Table VI shows the appointment of Africans to posts in the United Nations secretariat subject to geographical distribution. This breakdown is provided by African subregions and is complemented by the total number of African staff in the United Nations as of 30 September 1976. It appears that from the 282 staff members in the United Nations coming from African countries 110 are in the ECA secretariat. Table VII shows in detail the contents of table VI.
7. Annex II provides comparative figures on the staff situation. Table I shows the authorized posts by grades, and table II shows staff situation by grades. It will be seen from this table that the number of Africans has increased by seven, while the number of non-Africans has remained the same. The percentage of Africans in the ECA is now 73.33 per cent, with an increase of 1.30 per cent from the previous percentage.
8. Attached as annex III is a list of Chiefs of Divisions, Offices, Sections and Units as of 1 January 1977 by level and country of origin. Also attached as annex V is the list of Regional Advisers and/or bilateral technical assistance experts by nationality and level as well as field of activity.

Staff training programme

9. The ECA Staff Training Programme is in its second phase of operation. Both professional and general service staff members are enrolled in the training, and enrolment is expected to total over 500. The schedule includes initiation programmes (induction, orientation); United Nations administration seminars (personnel system, office practices, documentation and records management); skills development and upgrading (French and English shorthand); as well as the usual language programmes in English and French, with Arabic now being added. New seminars introduced this quarter are computer language and computer programming, interviewing techniques, effective speaking and the demography of Africa.

Budgetary matters

10. Budgetary matters are dealt with under annex IV which shows:

- (i) The proposed programme budget for the biennium 1976-1977
- (ii) The first report of the Advisory Committee on Administrative and Budgetary Questions on the proposed programme budgets for the biennium 1976-1977
- (iii) The first performance report of the Secretary-General on the programme budget for the biennium 1976-1977.

ANNEX I
STAFF ON BOARD

Table I: Authorized Posts (1976-1977) (by level)

	ASG	D-2	D-1	P-5	P-4	P-3	P-2/1	Total
Regular Budgetary posts	1	1	11	25	40	61	33	172
Extra-budgetary	-	-	-	1	3	3	1	8
Total	1	1	11	26	43	64	34	180

Table II: Staff situation (as on 1 January 1977) (by level)

	ASG	D-2	D-1	P-5	P-4	P-3	P-2/1	Total
Africans	1	1	8	13	27	38	22	110
Non-Africans	-	-	3	7	12	13	5	40
Vacancies (Posts committed)	-	-	-	6	4	13	7	30** (14)
Total	1	1	11	26	43	64	34	180*

* Staff on board includes 12 language staff: 2 Africans and 10 non-Africans.

** Excluding ten new posts allocated.

Table III: Posts which are filled by staff whose grade is lower than the grades assigned to the posts as of 1 January 1977

	ASG	D-2	D-1	P-5	P-4	P-3	P-2/1	Total
Africans	-	-	1	1	2	3	-	1
Non-Africans	-	-	2	-	1	1	-	4
Total	-	-	3	1	3	4	-	11

Table IV: Vacancies against which firm offers of appointment and/or commitments have been made (as of 1 January 1977)

	ASG	D-2	D-1	P-5	P-4	P-3	P-2/1	Total
Africans	-	-	-	2	-	9	2	13
Non-Africans	-	-	-	1	-	-	-	1
Total	-	-	-	3	-	9	2	14
Actual non-committed vacancies	-	-	-	3	4	4	5	16
Total	-	-	-	6	4	13	7	30

Table V: African Staff members in ECA Secretariat (as of 1 January 1977)
(by nationality and level)

Country	ASG	D-2	D-L	P-5	P-4	P-3	P-2/1	Total
Algeria	-	-	-	-	-	-	-	-
Angola	-	-	-	-	-	-	1	1
Benin	-	-	-	1	1	1	-	3
Burundi	-	-	-	-	-	-	1	1
Cameroon	-	-	-	-	1	1	-	2
Central African Empire	-	-	-	-	-	2	1	3
Comoros	-	-	-	-	-	-	1	1
The Congo	-	1	-	-	1	2	1	5
Egypt	-	-	1	-	1	-	-	2
Ethiopia	-	-	-	-	3	2	2	7
Gabon	-	-	-	-	-	-	-	-
Gambia	-	-	-	-	-	1	-	1
Ghana	-	-	2	2	1	1	-	6
Guinea	-	-	-	-	-	-	1	1
The Ivory Coast	-	-	-	-	-	-	-	-
Kenya	-	-	2	2	2	2	-	8
Lesotho	-	-	-	-	-	-	-	-
Liberia	-	-	-	-	-	-	-	-
Madagascar	-	-	-	-	2	1	-	3
Malawi	-	-	-	-	-	-	1	1
Mali	-	-	-	1	1	2	2	6
Mauritius	-	-	-	-	-	1	1	2
Morocco	-	-	-	-	-	1	-	1
The Niger	-	-	-	-	-	-	1	1
Nigeria	1	-	-	4	1	-	-	6
Rwanda	-	-	-	-	-	-	1	1
Senegal	-	-	-	-	3	-	-	3
Sierra Leone	-	-	1	-	1	4	-	6
Somalia	-	-	-	-	1	1	-	2
The Sudan	-	-	1	-	1	2	-	4
Swaziland	-	-	-	-	-	-	-	-
The United Republic of Tanzania	-	-	-	-	-	3	2	5
Togo	-	-	-	-	4	3	2	9
Tunisia	-	-	-	-	1	1	-	2
Uganda	-	-	-	1	1	1	2	5
UK/Rhodesia	-	-	-	1	-	-	1	2
UK/South Africa	-	-	1	-	-	-	-	1
Upper Volta	-	-	-	1	-	1	-	2
The Republic of Zaire	-	-	-	-	-	5	1	6
Zambia	-	-	-	-	1	-	-	1
Total	1	1	8	13	27	38	22	110

Table VI: Appointment of Africans to posts in the United Nations Secretariat subject to geographical distribution (by subregion or country of nationality)

Subregion	Number of staff in ECA 1 January 1977	Number of staff in United Nations/30 September 1976
Central	19	25
East	34	78
North	9	74
West	44	95
Total	106	272
French Territory of the Afars and Issas (France)	--	--
Rhodesia (UK)	3	--
South Africa	1	10
Grand Total	110	282

Table VII: Appointment of Africans to posts in the United Nations Secretariat subject to geographical distribution (by subregion and by nationality)

Subregion and country	Number of staff in ECA as at 1/1/1977	Number of staff in United Nations as at 30/9/1976	Desirable range
<u>Central African subregion</u>	19	25	--
Angola	1	--	1 - 6
Burundi	1	3	1 - 6
<u>Cameroon</u>	2	8	1 - 6
Central African Empire	3	2	1 - 6
Chad	--	--	1 - 6
The Congo	5	4	1 - 6
Equatorial Guinea	--	--	1 - 6
Gabon	--	--	1 - 6
Rwanda	1	--	1 - 6
<u>The Republic of Zaire</u>	5	7	1 - 6
<u>East African subregion</u>	34	78	--
Botswana	--	2	1 - 6
The Comoros	1	2	1 - 6
<u>Ethiopia</u>	7	14	1 - 6
Kenya	8	11	1 - 6
Lesotho	--	2	1 - 6
Madagascar	2	6	1 - 6
Malawi	1	1	1 - 6
<u>Mauritius</u>	2	7	1 - 6
<u>Somalia</u>	2	7	1 - 6
Swaziland	--	--	1 - 6
<u>Uganda</u>	5	13	1 - 6
<u>United Republic of Tanzania</u>	5	13	1 - 6
Zambia	1	2	1 - 6

Table VII: Appointment of Africans to Posts in the United Nations Secretariat subject to geographical distribution (by subregion and by nationality) (Cont'd)

Subregion and country	Number of staff in ECA as at 1/1/1977	Number of staff in United Nations as at 30/9/1976	Desirable range
<u>North African subregion</u>	9	74	--
<u>Algeria</u>	--	14	3 - 7
<u>Egypt</u>	2	23	4 - 8
<u>Libya</u>	--	4	3 - 8
<u>Morocco</u>	1	8	2 - 7
<u>The Sudan</u>	4	9	1 - 6
<u>Tunisia</u>	2	16	1 - 6
<u>West African subregion</u>	44	95	--
<u>Benin</u>	3	8	1 - 6
<u>Gambia</u>	1	4	1 - 6
<u>Ghana</u>	5	14	2 - 7
<u>Guinea</u>	1	5	1 - 6
<u>The Ivory Coast</u>	--	--	1 - 6
<u>Liberia</u>	--	4	1 - 6
<u>Mali</u>	6	9	1 - 6
<u>Mauritania</u>	--	2	1 - 6
<u>The Niger</u>	1	2	1 - 6
<u>Nigeria</u>	6	16	3 - 8
<u>Senegal</u>	3	8	1 - 6
<u>Sierra Leone</u>	6	12	1 - 6
<u>Togo</u>	9	9	1 - 6
<u>Upper Volta</u>	1	2	1 - 6
<u>Total</u>	106	272	--
<u>French Territory of the Afars and the Issas (France)</u>	--	--	--
<u>Rhodesia (UK)</u>	3	--	--
<u>South Africa</u>	1	10	12 - 14
<u>Grand total</u>	110	282	65 - 275

Note: Countries whose citizens are over-represented at the United Nations are underlined.

ANNEX II: COMPARATIVE FIGURES ON STAFF

Table I: Comparison of figures regarding personnel

Authorized Posts:

	1/10/74	1/1/77
ASG	1	1
D-2	1	1
D-1	11	11
P-5	25	26
P-4	40	43
P-3	61	64
P-2/1	33	34
<u>Total</u>	172	180

Table II: Staff situation

		1/10/74	1/1/77
<u>Africans</u>	ASG	1	1
	D-2	1	1
	D-1	8	8
	P-5	15	13
	P-4	23	27
	P-3	30	38
	P-2/1	25	22
Total		103	110
<u>Non-Africans</u>			
	ASG	-	-
	D-2	-	-
	D-1	2	3
	P-5	5	7
	P-4	14	12
	P-3	13	13
	P-2/1	6	5
Total		40	40

Note: Vacancies 30 (see annex I, page 1)

	African	Percentage	Non-African	Percentage
1/10/74	103	72.03	40	27.97
1/1/77	110	73.33	40	26.67
Increase (Decrease)		1.30		1.30

ANNEX III: LEVELS AND COUNTRIES OF ORIGIN OF CHIEFS OF DIVISIONS, OFFICES
SECTIONS, OR UNITS
(AS AT 1 JANUARY 1977)

<u>Division, Offices, Section or Unit</u>	<u>Country</u>	<u>Level</u>
1. OFFICE OF THE SECRETARY OF THE COMMISSION	Togo	P.4
2. INFORMATION SERVICES UNIT	UK/S. Rhodesia	P.5
3. TECHNICAL ASSISTANCE CO-ORDINATION AND OPERATIONS OFFICE	Nigeria	P.5
4. POLICY AND PROGRAMME CO-ORDINATION OFFICE	Sierra Leone	D.1
5. ECONOMIC CO-OPERATION OFFICE	UK/S. Africa	D.1
6. ADMINISTRATION AND CONFERENCE SERVICES DIVISION	USSR	P.5
6.1 Security Unit	Guyana	SPA. P.2
6.2 Personnel Section	Spain	P.5
6.3 Clinic	Sweden	P.4
6.4 Budget & Finance Section	Thailand	P.4
6.5 Conference Service Section	Ethiopia	P.4
6.6 Documents & Publishing Service	USA	P.3
6.7 Translation Services	France	P.4
6.8 General Services Section	Ghana	P.3
6.9 Library	Sudan	P.3
6.10 Data Processing Section	Madagascar	P.4
6.11 Cable Unit	Netherlands	ES.6

Annex III: Levels and countries of origin of Chiefs of Divisions, Offices, Sections or Units (as at 1 January 1977) (Cont'd)

<u>DIVISION</u>	<u>OFFICES, SECTIONS OR UNIT</u>	<u>Country</u>	<u>Level</u>
7.	SOCIO-ECONOMIC RESEARCH AND PLANNING DIVISION	Egypt	D.1
5	7.1 Socio-Economic Policy, Planning & Projections Section	Nigeria	P.5
	7.2 Socio-Economic Survey & Analysis Section	Egypt	P.4
	7.3 Fiscal, Monetary & Financial Policy & Institutions Section	Vacancy	P.3
8.	JOINT ECA/FAO AGRICULTURE DIVISION	Nigeria	D.1
	8.1 Food and Agriculture Policy & Planning Section	India	P.5
	8.2 Agricultural Production, Institutions and Services Section	USA	P.5
	8.3 Agricultural Marketing Section	Egypt	P.4
9.	JOINT ECA/UNIDO INDUSTRY DIVISION	Kenya	D.1
	9.1 Industrial Development Section	Japan	P.5
	9.2 Industrial Operations Section	Vacancy	P.5
	9.3 ECA/FAO Forest Industries Advisory Group for Africa	UK	L.5
	9.4 ECA/FAO Food Industries Advisory Group for Africa	Netherlands	L.5
	9.5 Housing Construction & Physical Planning Section	Benin	P.5
10.	INTERNATIONAL, TRADE AND FINANCE DIVISION	Haiti	P.5
	10.1 Trade & Financial Relations with the Developed World Section	Togo	P.4
	10.2 Trade & Financial Relations with the Third World Countries Section	Zambia	P.4
	10.3 Intra-African Trade & Finance Section	Sudan	P.4
	10.4 Africa Trade Centre	Vacancy	P.3
11.	SOCIAL DEVELOPMENT DIVISION	Ghana	D.1
	11.1 Social Policy, Planning & Research Section	Ghana	P.5
	11.2 Integrated Rural Development Section	Mali	P.5
	11.3 Voluntary Agencies Programme	Madagascar	P.4
	11.4 Youth and Social Welfare Section	Uganda	P.4
	11.5 Training and Research Centre for Women	Ethiopia	L.4
12.	NATURAL RESOURCES DIVISION	Kenya	D.1
	12.1 Mineral Resources Unit	Romania	P.5
	12.2 Energy Resources Unit	Vacancy	P.5
	12.3 Water Resources Unit	Vacancy	P.3
	12.4 Science and Technology Unit	USA	P.5
	12.5 Environment Unit	Kenya	P.5
	12.6 Cartography Unit	*Vacancy	P.5
13.	TRANSPORT, COMMUNICATIONS AND TOURISM DIVISION	Ghana	D.1
	13.1 Transport Section	Vacancy	P.5
	13.2 Trans-African Highways Programme	Ethiopia	P.4
	13.3 Communications Unit	Vacancy	P.3
	13.4 Tourism Unit	Yugoslavia	L.4
14.	PUBLIC ADMINISTRATION, MANAGEMENT AND MANPOWER DIVISION	Nigeria	P.5
	14.1 Public Administration & Management Section	France	P.5
	14.2 Budgeting and Financial Management Section	Sierra Leone	P.3
	14.3 Manpower Development Section	Kenya	P.4

Annex III: Levels and countries of origin of Chiefs of Divisions, Offices, Sections
 or Units (as at 1 January 1977) (Cont'd)

<u>Division, Office, Section or Unit</u>	<u>Country</u>	<u>Level</u>
15. STATISTICS DIVISION	UK	D.1
15.1 General Economic Statistics Section	China	P.5
15.2 Demographic and Social Statistics Section	Madagascar	P.3
15.3 African Census Programme	Ghana	L.5
15.4 Data Bank	Dominica Rep.	P.4
16. POPULATION DIVISION	Ghana	P.4
16.1 Population Planning & Policies Section	Vacancy	P.4
16.2 Fertility & Mortality Studies Section	Nigeria	P.4
16.3 General Demography Section	Senegal	P.4
17. SUBREGIONAL OFFICES		
17.1 Tangiers	Sudan	D.1
18. UNDATS		
18.1 Lusaka	Lesotho	L.4
18.2 Niamey	France	SPA D.1
18.3 Yaoundé	France	L.5

* Appointment being or already recommended.

ANNEX IV: BUDGETARY MATTERS

(i) Proposed programme Budget for the Biennium 1976-1977 (Document GA Thirtieth Session, Supplement No. 6-A/10006)

SECTION 9. ECONOMIC COMMISSION FOR AFRICA

Regular budget, direct costs

(In thousands of United States dollars)

1974-1975 appro- priations	Estimated 1976-1977 requirements at 1975 rates		Total 1976-1977 estimates		
	Maintenance of 1974-1975 programmes	Programme growth	At 1975 rates	Inflation	At 1976-1977 rates
13 908	15 769	848 a/	16 617	2 270	18 887

a/ Includes non-recurrent items in a total amount of \$546,000.

Table 9-1: Analysis of increase (decrease) (In thousands of United States dollars)

1974-1975 appro- priation	Estimated additional requirements								1976-1977 estimates
	Additional cost, at 1975 rates, of maintenance of 1974-1975 activities		Proposed programme growth, at 1975 rates		Anticipated effects of further inflation		Total		
	Cost	%	Cost	%	Cost	%	Cost	%	
13 908	1 861	13.4	848	6.1	2 270	16.3	4 979	35.8	18 887

Table 9-2: Analysis of real growth (In thousands of United States dollars)

At 1975 rates	Maintenance of 1974-1975 programmes at 1975 rates	Real increase (percentage)
Programme growth 848		
Less:		
Non-recurrent 1976-1977 items 546		
Total 302	15 769	x 100 = 1.92

Table 9-3: Regular budget, direct costs: Summary of requirements for 1976-1977 by programme
 (in thousands of United States dollars)

Programme	1974-1975 appro- priations	Estimated 1976-1977 requirements at 1975 rates			Total 1976-1977 estimates	
		Maintenance of 1974-1975 programmes	Programme growth	At 1975 rates	Inflation	at 1976- 1977 rates
1. Policy-making organs	150	157	-	157	22	179
2. Executive direction and management	571	618	-	618	78	696
3. Programmes of activity:						
Agriculture	657	789	(30)	759	180	939
General economic development	1 549	1 925	(22)	1 903	249	2 152
Education	300	296	4	300	38	338
Human settlements	206	219	2	221	29	250
Industry	749	939	16	955	121	1 076
Trade	533	581	20	601	77	678
Labour	116	145	6	151	19	170
Natural resources	780	803	42	845	105	950
Population	121	132	-	132	17	149
Public administration	139	173	(6)	167	22	189
Public finance	282	311	9	320	43	363
Science and technology	283	338	5	343	45	388
Social development	554	560	2	562	73	635
Statistics	1 080	1 267	7	1 274	168	1 442
Transport	526	615	(4)	611	90	701
4. Programme support:						
Management of technical co-operation activities	323	334	(2)	332	44	376
Administration	3 318	3 953	765	4 718	632	5 350
Conference services	1 671	1 614	34	1 648	218	1 866
Total	13 908	15 769	848	16 617	2 270	18 887

Table 9-7: Established post requirements, Organizational Unit: Economic Commission for Africa

	Regular budget		Extrabudgetary sources		Total	
	1974-1975	1976-1977	1974-1975	1976-1977	1974-1975	1976-1977
Professional and above:						
Under-Secretary--						
General	--	--	--	--	--	--
Assistant Secretary--						
General	1	1	--	--	1	1
Director (D-2)	1	1	--	--	1	1
Principal Officer (D-1)	11	11	1	2	12	13
Senior Officer (P-5)	25	26	27	20	52	46
First Officer (P-4)	36	39	19	19	55	58
Second Officer (P-3)	58	57	10	10	68	67
Associate/Junior Officer (P-2/1)	32	33	5	5	37	38
Total	164	168 a/	62	56	226	224
Local level	261	362	33	30	294	392
Grand Total	425	530	95	86	520	616

a/ Note: The approved budget appropriation for 1976-1977 (dated 10 May 1976) increased the number of posts in the table above by four making a total of 172 professional posts under regular budget.

(ii) First report of the Advisory Committee on Administrative and Budgetary Questions on the proposed programme budget for the biennium 1976-1977.

(Document GA: Thirtieth Session, Supplement No.8-A/10008, pages 84-86).

Section 9: Economic Commission for Africa

Estimate submitted by the Secretary-General	\$18 887 000
Estimate recommended by the Advisory Committee	18 198 000
Revised appropriations 1974-1975	13 908 000
Initial appropriations 1974-1975	13 602 000

9.1 Estimated expenditure under this programme amounts to \$18,887,000, which is an increase of \$4,979,000 or 35.8 per cent over revised appropriations for 1974-1975 and an increase of \$5,285,000 or 38.9 per cent over initial appropriations for 1974-1975. The Advisory Committee had the benefit of a discussion with the new Executive Secretary of the Commission, who informed the Committee that a review of ECA activities was in progress and that proposals which will derive from the review may affect requirements under the programme budget for 1976-1977.

9.2 The Secretary-General indicates that the increase over the revised appropriations includes a 6.1 per cent increase at 1975 rates for programme growth. With regard to the latter, however, the Secretary-General indicates that real growth amounts to only 1.92 per cent, as \$546,000 of the \$848,000 programme growth (at 1975 rates) relates to the one-time expense of installation in the building extension of Africa Hall.

9.3 The Committee notes that the total resources needed for the implementation of this programme in 1976-1977 would include, in addition to direct costs under the regular budget, \$4,785,000 in extrabudgetary direct costs (a preliminary estimate) and \$1,416,000 in apportioned costs budgeted under other sections.

9.4 The Advisory Committee understands that the cost, at 1975 rates, of maintenance of 1974-1975 activities (see table 9-1 of the proposed programme budget) includes the full costs of all approved posts for that biennium less a 5 per cent deduction for turnover in the case of professional and senior posts. The Committee recalls that in his progress report on the programme budget for the biennium 1974-1975 the Secretary-General indicated that because of the vacancy situation then existing in the Commission he had applied a turnover factor of 15 per cent for 1974 and 10 per cent for 1975 in lieu of the normal 5 per cent. Information provided to the Committee suggests that the vacancy situation in the Commission remains unchanged. As at 1 May 1975 the Commission had a total of 26 vacancies. The Committee was informed that for ECA, the average number of vacancies required to achieve the normal turnover deduction would be 10. Accordingly, the Advisory Committee recommends that the turnover deduction applicable to professional and senior posts be increased from 5 per cent to 10 per cent. This entails a reduction in the estimates for 1976-1977 of \$574,000.

9.5 The Committee notes from paragraph 9.6 of the proposed programme budget that the current calculations for maintenance of 1974-1975 programmes reflect a belief that provision for common staff costs in 1974-1975 was too high; the maintenance figure provided in the current estimates includes common staff costs based upon a ratio to establish post salaries (37 per cent) significantly lower than the one (41.5 per cent) retained for 1975 in the revised 1974-1975 estimates. A study to determine at various locations (including Addis Ababa) whether common staff costs are likely to increase at the same rate as salaries, is now under way. The Committee understands that the lower rate (37 per cent) is to remain in effect pending the final results of the study.

9.6 Programme growth recommended by the Secretary-General includes, in addition to the \$546,000 one-time expenditure for removal and installation costs (see paragraph 9.2 above), requests for new posts as follows: 4 professional (1 P-5, 2 P-3, 1 P-2/1), 6 local level, 10 manual worker and 6 security service. In addition, it is proposed to convert to regular posts 47 manual workers and 32 guards currently financed through the use of temporary assistance funds. The Advisory Committee has been informed that the regularization of these posts will assure that temporary assistance funds are being utilized exclusively to finance activities of a temporary rather than a continuing nature. Except as indicated in paragraphs 9.8 and 9.9 below, the Advisory Committee recommends approval of the posts requested by the Secretary-General.

9.7 The Secretary-General also proposes three reclassifications, all from P-3 to P-4. The Committee is dealing with the subject of reclassifications as a whole in chapter I, paragraph 62, above.

9.8 The Advisory Committee notes from paragraph 9.23 that the additional P-5 post being requested is to accommodate a specialist in water resources within the Natural Resources Division. On being informed that a major reason for the request of this post is the Sudano-Sahelian drought, the Committee requested further information as to whether the Sahelian Relief Office was specifically consulted about this post. The Committee has been notified that such consultations did not take place, but that in evaluating the need for such a post the Secretary-General had also given consideration to severe problems of water in several other regions of Africa. The Advisory Committee is of the opinion that until such time as the possibilities of co-ordination with the Sahelian Relief Office has been fully explored, sufficient justification for the creation of this post does not exist.

9.9 The Committee has also not been convinced by the justification provided in paragraph 9.45 for the addition of three local-level reproduction clerks, and does not recommend approval of these posts.

9.10 The Advisory Committee considers that much improvement can be made in the presentation and description of programmes. In particular, the Committee noted a lack of specificity in work programmes (i.e., imprecise descriptions of projects, no indication, in several instances, of completion dates for projects), overlapping of programmes, and insufficient evidence of co-ordination measures. The Advisory Committee trusts that the Secretary-General will take steps to remedy these presentation difficulties.

9.11 On the basis of its conclusions in paragraphs 9.4, 9.8 and 9.9 above, and bearing in mind the impact of the recommendation on the rate of delayed recruitment deduction made in chapter I, paragraph 55, above, 1/ the Committee recommends a reduction of \$689,000 for section 9, from \$18,887,000 to \$18,198,000.

Reduction recommended by the Advisory Committee

Section 9: Economic Commission for Africa \$689,000.

(iii) First performance report of the Secretary-General on the programme budget for the biennium 1976-1977 (Document GA: Thirty-first session. A/C.5/31/37 dated 22 November 1976 and Add.1 dated 8 December 1976)

Original appropriation - 1976-1977 - \$US 18,243,000.
Additional requirements - 1976-1977 - \$US 693,400.

The additional requirements of \$US 693,400 were requested in two parts:

- (a) \$US 359,300
- (b) \$US 334,100.

Section 9: Economic Commission for Africa^{1/}

Table 9-1: (revised)
 (in thousands of United States dollars)

A. Regular budget						
Appropriation	Estimated additional requirements					Total revised estimate
	Inflation	Rates of exchange	Decisions of policy-making organs	Other changes	Total	
18 243	-	-	-	693.4	693.4	18 936.4
B. Extrabudgetary resources (substantive and administrative support)						
Source of funds						Revised estimate
FAO						820
UNFPA						648
Bilateral sources						526
Trust fund for development planning						184
UNDP overheads						90
Total, B						2 268
Total, A and B						21 204.4
C. Extrabudgetary resources (operational projects)						
Sources of funds						Revised Estimate
Bilateral sources						2 296
UNDP						900
UNFPA						850
UNICEF						420
Trust fund for development planning						275
Total, C						4 741
Total, A, B and C						25 945.4

^{1/} Document A/C.5/31/37 Add.1, 8 December 1976.

Table 9-2: (Revised)
Regular budget: distribution of revised estimates by programme (in thousands of United States dollars)

Programmes	Appropriations	Inflation	Estimated additional requirements			Total
			Rates of exchange	Decisions of policy-making organs	Other changes	
I. Policy-making organs	190.5	-	-	-	-	190.5
II. Executive direction and management	652.9	-	-	-	-	652.9
III. Programmes of activity						
General economic development	2 056.5	-	-	98	98	2 154.5
Natural resources	847.3	-	-	65	65	912.3
Public administration	177.7	-	-	69	69	246.7
Transport	659.4	-	-	102.1	102.1	761.5
Other programmes of activity	6 064	-	-	-	-	6 064
IV. Programme support						
Management of technical co-operation	331	-	-	-	-	331
Administration and common services	5 160.2	-	-	359.3	359.3	5 519.5
Conference services	2 103.5	-	-	-	-	2 103.5
Total	18 243	-	-	693.4	693.4	18 936.4

Table 9-3 (revised): Regular budget distribution of estimated additional requirements by programme and by main object of expenditure (in thousands of United States dollars)

Programmes	Salaries and common staff costs				Travel	Printing	Other contractual services	General operating expenses	Supplies, materials, furniture and equipment	Other	Total
I. Policy-making organs	-	-	-	-	-	-	-	-	-	-	-
II. Executive direction and management	-	-	-	-	-	-	-	-	-	-	-
III. Programmes of activity											
General economic development	98	-	-	-	-	-	-	-	-	-	98
Natural resources	65	-	-	-	-	-	-	-	-	-	65
Public administration	69	-	-	-	-	-	-	-	-	-	69
Transports	102.1	-	-	-	-	-	-	-	-	-	102.1
Other programmes of activity	-	-	-	-	-	-	-	-	-	-	-
IV. Programme support											
Management of technical co-operation	-	-	-	-	-	-	-	-	-	-	-
Administration and common services	204.7	-	-	-	-	-	133.7	20.9	-	-	359.3
Conference services	-	-	-	-	-	-	-	-	-	-	-
TOTAL	538.8	-	-	-	-	-	133.7	20.9	-	-	693.4

(a) Programme developments \$US 359,300

9.1 The Economic Commission for Africa (ECA) has sought to respond to new developments which have affected its programme since the budget estimates for the current biennium were prepared early in 1975. The objectives of the new economic order, first formulated in resolutions of the sixth special session of the General Assembly (resolutions 3201 S-VI and 3202 S-VI) and further elaborated by the Economic and Social Council at its fifty-ninth session and by the General Assembly at its seventh special session (resolution 3362 S-VII), have been taken into account in a reorganization of the structure of ECA, following a survey early in 1976 by the Administrative Management Service (AMS). Furthermore, early in 1976 the Commission endorsed a Revised Framework of Principles and a revised medium-term plan, which called for reorientation of its work to achieve more rapid progress in the development of the region. The Advisory Committee on Administrative and Budgetary Questions, on the occasion of its visit to ECA in May 1976, was apprised of these developments.

9.2 While the revised programme of the Commission may have an effect on its requirements during the next biennium, it is not considered appropriate to introduce requests for additional resources for the current biennium, especially since no specific changes in the substantive staffing were recommended by AMS for the immediate future and since no question of additional resources arose in the course of discussions of ECA's medium-term plan by the Committee for Programme and Co-ordination.

9.3 Therefore, without prejudice to a complete review of the staffing requirements of ECA in the context of the programme budget for the biennium 1978-1979, the Secretary-General is refraining from requesting any additional resources for the current biennium in respect of established posts.

9.4 The AMS survey did, however, reveal serious problems in respect of administration, conference and general services and in its report AMS expressed the view that appropriate staffing of the administrative area was of the utmost importance and should be given urgent attention. Although some provisions had been made in the budget proposals for the current biennium regarding staff and other resources needed for the servicing and maintenance of the new building, many of the provisions requested were inadequate, particularly in respect of the maintenance of the premises and security staff. A number of other requirements were also unfortunately overlooked. Still other elements of the cost of operating the new facilities were underestimated because of the significant increases in the costs of certain utilities, for example, the costs of electricity, which have subsequently occurred.

9.5 Accordingly, although the administrative, conference and general services requirements will be reviewed completely in the context of the budget submission for the next biennium on a temporary assistance basis, a minimum of additional staffing resources are requested at this time. Details of these requests are provided below.

Revised budget estimates

9.6 The net additional requirements for the current biennium are estimated at \$359,300 in accordance with the following breakdown:

Salaries and common staff costs (Increase: \$ 204 700)

9.7 Pursuant to the situation described in paragraph 9.4 above, provision is requested under general temporary assistance funds for 18 additional posts including 3 Professional, 5 Local Level, 5 Security and 5 Manual Worker posts. A Professional post at the P-4 level would provide for a Chief of Buildings Management who would be required to be a qualified engineer capable of dealing with all of the technical problems involved, such as the air-conditioning and heating system, the electrical system and the telephone system. A P-3 post is requested to provide for a second medical Officer, considered essential for the maintenance of adequate health services to the staff. A third Professional post at the P-3 level would be for a budget officer, to assist in budget management and control, a function not presently provided for and essential to the improvement of the budgetary process in the Commission. Of the five Local Level posts, one would provide for an assistant to the Buildings Management Officer, a second for a nurse in the clinic, and the other three for one telephone operator and two receptionists. The request for five security guards reflects the minimum necessary to cover security requirements of both buildings. The five Manual Worker posts are requested to provide window cleaners for the new building.

General operating expenses (Increase: \$133 700)

9.8 The increase in these requirements is attributable to the following factors which were not foreseen or taken into account when the 1976-1977 estimates were prepared: (a) the need to make provision for technical maintenance services for the new building which, on the basis of a preliminary estimate given by the contractor, should cost \$3,900 per month and for which a net provision of \$46,000 is requested; (b) additional requirements in the amount of \$54,900 to cover increased consumption and higher costs of electricity and fuel for the operation of the air-conditioning system; (c) a provision of \$22,700 under rental and maintenance of equipment for a six-month overlap during which the existing IBM computer and the new NCR computer, which ECA is due to receive in the course of 1977, will have to operate simultaneously, the cost for the continued rental of the IBM computer for a period of six months being estimated at \$27,000 of which \$4,300 can be covered within existing resources; and (d) a provision in the amount of \$10,000 under miscellaneous services to meet the cost of increased insurance coverage in connexion with the move to the new building.

Furniture and equipment (Increase: \$20,900)

9.9. The additional amount requested under this heading relates to the change to new computer. It would meet the cost of an air-conditioning unit which must be installed in the computer room to maintain the proper temperature and humidity.

Report of the Secretary-General

Addendum

(b) Section 9. Economic Commission for Africa \$US334,100

5. In section 9 (Economic Commission for Africa) of his first performance report on the programme budget for the biennium 1976-1977 (A/C.5/31/37, paras. 9.1 and 9.2), the Secretary-General referred to new developments which had affected the Commission's work programme since the budget estimates for the current biennium were prepared early in 1975. Reference was made more specifically to the revised medium-term plan endorsed by the Commission early in 1976. It was further indicated, however, that while the revised programme of the Commission might have an effect on its requirements for the next biennium, it was not considered appropriate to introduce requests for additional resources in the substantive areas for the current biennium.

6. Subsequent to the issuance of the above report, however, the Director of the Budget had the benefit of extensive discussions with the Executive Secretary of the Commission and its Director of Administration. Those discussions made it clear that additional responsibilities had devolved on ECA which required implementation in 1977 and which the Commission would be unable to undertake unless supplementary resources were made available to it. Those responsibilities related, for the most part, to the need to assist the countries of the African region in their preparations for major international conferences to be held in 1977, such as the Water Conference and the Conference on Desertification. Steps had also to be taken in order to facilitate the active participation of the African States to the activities of the Conference on the Law of the Sea, and to promote follow-up action upon the recommendations of UNCTAD IV and Habitat.

7. In an oral presentation to the Advisory Committee on Administrative and Budgetary Questions, the Executive Secretary of ECA indicated that those responsibilities, which were not foreseen at the time of preparation of the 1976-1977 biennial budget, required rapid, immediate, simultaneous and interlinked approaches in several technical and strategic areas. The Advisory Committee was informed that it was thus necessary for the Secretary-General to request additional staff resources in several substantive areas of the Commission lacking in essential manpower requirements. Pending a detailed review of these requirements within the framework of the preparation of the 1978-1979 budget, however, it is proposed that provision for these additional staff resources be made on a temporary assistance basis. In anticipation of prompt recruitment actions, a deduction of 25 per cent only has been applied to salary costs to reflect the delayed recruitment factor. The same deduction has been applied to Local Level salaries. As shown by table 9-3 contained in document A/C.5/31/37, the additional amount (totaling \$334,100) thus requested under salaries and common staff costs relate to four programmes of activity. The following paragraphs contain an analysis, programme by programme, of the new requests submitted with the present addendum.

General economic development (\$98,000)

8. Recent United Nations conferences at the regional and at the global levels (Habitat, UNCTAD IV) issued wide-ranging recommendations for national action, as well as international co-operation. Other conferences to be held in the near future,

such as the Water Conference, the Conference on Desertification, the Conference on Technical Co-operation among Developing Countries, will also undoubtedly call for co-ordinated action by Member States. In order to ensure the implementation of these various decisions in these areas, ECA must increase its support for regional co-operation. For that purpose, it is urgently needed to strengthen the Economic Co-operation Office. One P-5, two P-4 and two Local Level posts are requested as of 1 January 1977 to this end.

Natural resources (\$65,000)

9. A request is made under this programme for two Professional and one Local Level posts. Two Professional posts (one P-5 and one P-4) are requested for the Water Resources Unit, which currently consists of one Professional (P-3) and two Local Level posts only. Water is a vital basic need in Africa, and Africa's development problems are to a large extent predicated on and dependent upon adequate water resources. In preparing for the regional Water Conference in September 1976, ECA, without the technological expertise required in this field, had to rely on the co-operation of other agencies and bilateral assistance. In order to follow up the regional conference and on the World Conference, which is to be held in March 1977, and also to prepare for the Desertification Conference in August 1977, ECA needs to have on its staff experts in water and water resources for which two posts are being requested.

10. One additional Local Level post is further requested to provide related secretarial assistance in the Natural Resources Division.

Public administration (\$69,000)

11. In its report on the reorganization of ECA, the Administrative Management Service recommended the establishment of a Public Administration, Management and Manpower Division to take over part of the responsibilities of the existing Human Resources Division. The justification for that recommendation was stated as the fact that "public administration and manpower development infrastructure are of paramount importance at this stage in the economic and social development of the region", as well as the need for an integrated public administration and financial management programme. This fact has also been recognized by the Member States of the Commission, which directed that the needs of all sectors, especially the skilled needs of basic industries, and the development of management capabilities and efficient structures and processes in central and local administration should be met as a matter of priority to ensure effective plan and project formulation and implementation. The most urgent requirements of the Division will arise directly in 1977 from requests to prepare the full manpower implications of the various activities already referred to in the areas of science and technology, water resources and human settlements.

12. Accordingly, two new Professional posts (one D-1 and one P-4), as well as one Local Level post, are being requested for 1977 in order to strengthen the new Division.

Transport (\$102,100)

13. In the field of Transport and Communications, additional posts are requested to implement ongoing projects and activities on which no progress has been possible in the recent years for lack of adequate staff resources. Among those are the project dealing with the Trans-African Highway, for which 12 work-months only could be earmarked in 1977, which will not allow for significant progress on a project of this magnitude, and also the project on the development of a Pan-African telecommunications network. The countries of the region have referred specifically to the importance of strengthening activities in these two areas as soon as possible. One D-1, two P-4 and two Local Level posts are being requested to enable the Commission to comply with such a request as soon as early 1977.

ANNEX V

Regional advisers (as of 1 January 1977)

<u>Country</u>	<u>Level</u>	<u>Field of activity</u>
Ghana	L.6	Economic Co-operation (Legal Aspects)
Nigeria	L.5	Economic Co-operation
U.K.	L.6	Economic Surveys
U.K.	L.5	Livestock Adviser
Egypt	L.6	Strategies Plans and Policies for Industrialization
Syria	L.5	Small Scale Industries
Netherlands	L.5	Inventory Promotion
U.K.	L.5	Industrial Technology
Belgium	L.1	Industrial Surveys
U.K.	L.5	Forest Resources
Finland	P.5	Pulp and Paper
France	P.4	Charcoal Development
Cameroon	L.4	Feasibility Studies (Pulp and Paper)
Netherlands	L.5	Food Industries
Vacancy	-	Food Industries
Norway	L.5	Housing, Industrial Development
Vacancy	-	Housing, industrial Development
Egypt	L.5	Project Manager (Trade & Financial Relations with the Developed World Section)
Ghana	L.5	Project Manager (Industrial) (Intra-African Trade & Finance)
Finland	L.5	Marketing Adviser
Yugoslavia	L.4	Trade Promotion
Algeria	L.4	Trade Promotion
Vacancy	-	Trade Promotion
Vacancy	-	Export Trade Promotion
Belgium	L.5	Trade
Netherlands	L.5	Marketing Research
Vacancy	-	Documentalist-Lib.
Vacancy	-	Trade Information & Documentation
USA	L.3	Training Officer
Sierra Leone	L.5	Family Welfare & Development
Egypt	L.5	Social Welfare (Training)
Ethiopia	L.4	Training & Research Centre Women
U.K.	L.5	FAO/PBFL
USA	L.4	Social Affairs
Vacancy	-	Mining Geology
Vacancy	-	Mineral Ecology
Senegal	L.7	Energy
Vacancy	-	Hydrogeologist
Egypt	L.5	Geodetic Specialist
Uganda	L.3	Cartography Topographical Survey
U.K.	L.6	Transport
Japan	-	Transport

Annex V: Regional Advisers (As of 1 January 1977) (Cont'd)

<u>Country</u>	<u>Level</u>	<u>Field of activity</u>
Yugoslavia	L.4	Tourism
Ireland	L.6	Procurement & Supply Management
Cameroon	L.3	Purchase and Management
Cameroon	L.5	Development Administration
Pakistan	L.6	Public Finance & Budgetary Management
Netherlands	-	Education
Ghana	L.5	Local Government
France	L.6	National Account
Ghana	L.5	African Census Programme (Project Officer)
India	L.5	Demographic Statistician (Sampling)
Tunisia	L.4	Demographic Statistician
Vacancy	-	Data Processing
Vacancy	-	Census Cartography
Vacancy	-	Demography
Cameroon	L.4	Demography
Togo	L.4	Demography
Lesotho	L.4	Team Leader Lusaka UNDAT
Vacancy	L.5	Transport
Ghana	L.4	Business Manage
Swaziland	L.4	Rural Sociologist
Vacancy	-	Administrative Officer.
Tanzania	L.4	Agricultural Economist
Togo	L.4	Human Resources
Vacancy	-	Rural Sociologist
Zaire Republic	L.3	Economist
Vacancy	-	Statistics Demography
France	L.5	Team Leader Yaoundé UNDAT
Belgium No - vacant	L.4	Economic Development
Cameroon	L.4	Agricultural Economist
Senegal	L.4	Human Resources