



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

# Journal

**Industrial Development Board**

**Forty-eighth session**

Vienna, 23–25 November 2020

**No. 1**

## **SCHEDULE OF MEETINGS**

**MONDAY, 23 November 2020**

- 9.30 a.m.**            **1st plenary meeting**
- Opening of the session
  - Item 1:    Election of officers
  - Item 2:    Adoption of the agenda  
*(Statement by the Director General)*  
[Statements by ministers]
  - Item 3:    Annual report of the Director General for 2019, including sub-item 3(a)
- 11.30 a.m.**            **Meeting of the Bureau of the Industrial Development Board (via Avaya Spaces online platform)**
- 12 p.m.**                **1st plenary meeting (continued)**
- Item 3:    Annual report of the Director General for 2019 *(continued)*
  - Item 4:    Report of the Programme and Budget Committee, including sub-items (a) to (e)
  - Item 5:    General risk management
- 2.30 p.m.**                **2nd plenary meeting**
- Item 6:    UNIDO's response to the COVID-19 pandemic
  - Item 7:    UNIDO and the 2030 Agenda for Sustainable Development
  - Item 8:    UNIDO and the United Nations development system reform
- 5 p.m.**                    *Informal consultations (1st meeting)*

Matters for inclusion in the *Journal* should be sent as far in advance as possible to the *Journal Editor*, telephone 26026, extension 3097.

For documentation related to the agenda items, please consult IDB.48/CRP.1.

V.20-06815 (E)



Please recycle 

## FORECAST OF MEETINGS

TUESDAY, 24 November 2020

**9. 30 a.m. 3rd plenary meeting**

- Item 9: Third Industrial Development Decade for Africa
- Item 10: Inclusive and sustainable industrial development in middle-income countries
- Item 11: UNIDO's strategy for post-conflict/-crisis situations
- Item 12: UNIDO activities in the environment and energy

12 p.m. *Informal consultations (2nd meeting)*

**2.30 p.m. 4th plenary meeting**

- Item 15: UNIDO Independent Audit Advisory Committee
- Item 16: Evaluation and internal oversight activities
- Items 13 and 14: Activities of the Joint Inspection Unit (JIU); and Addressing recommendations of the JIU review of management and administration in UNIDO

5 p.m. *Informal consultations (3rd meeting)*

**WEDNESDAY, 25 November 2020**

9 a.m. Meeting of the Bureau of the Industrial Development Board (*if required*)

**9.30 a.m. 5th plenary meeting**

Item 17: Personnel matters

Item 18: Preparations for the selection process for the post of Director General

Item 19: Matters related to intergovernmental, non-governmental, governmental and other organisations

12 p.m. *Informal consultations (4th meeting)*  
(*if required*)

**2.30 p.m. 6th plenary meeting**

Item 20: Provisional agenda and date of the forty-ninth session

Item 21: Adoption of the report

Closure of the session

## ANNOUNCEMENTS

### **Texts of written statements**

Statements submitted to the Policymaking Organs Secretariat will be published on the UNIDO Extranet, unless there is a clear indication that they should not be made available ([www.extranet.unido.org](http://www.extranet.unido.org) – login required).

### **Industrial Development Board coverage on the Internet**

All official Industrial Development Board documents have been published on the UNIDO website ([www.unido.org/idb/48](http://www.unido.org/idb/48)). The VIC Online Services will also allow participants convenient access to relevant documentation and information for this meeting and can be accessed via the following link:  
<https://conferences.unite.un.org/confapp#!/Package/VI182839A?period=month&organization=UNIDO>

## MODALITIES FOR PARTICIPATION

### PARTICIPATION

1. In line with the latest measures announced by the host country and in conformity with guidelines circulated by the Medical Service at the Vienna International Centre, virtual meetings are now encouraged as the main form of professional interaction by Vienna based United Nations organizations. Further information can be accessed [here](#).
2. On this basis, and considering the technical limitations of the online platform Interprefy, the modalities for participation in the forty-eighth session of the Industrial Development Board have been revised to enable a fully virtual session of the Board.
3. The number of registered devices/electronic links per delegation will be limited as follows:

VIRTUAL ATTENDANCE		
	PLENARY	INFORMAL CONSULTATIONS (if required)
<b>All Member States of UNIDO</b>	<ul style="list-style-type: none"><li>• Two active participants</li><li>• Two observers</li></ul>	<ul style="list-style-type: none"><li>• Two active participants</li><li>• Two observers</li></ul>
<b>Permanent Observers, United Nations organizations, Intergovernmental Organizations (IGOs) and Non-Governmental Organizations (NGOs)</b>	<ul style="list-style-type: none"><li>• One active participant</li><li>• One observer</li></ul>	<ul style="list-style-type: none"><li>• One active participant</li><li>• One observer</li></ul>

4. Please note that the following differentiation applies: **Active participants** will have the possibility to interact with the floor (this will require both a working camera and a working microphone). **Observers** (passive participants) will only be able to see and listen to the proceedings.
5. Delegations may designate different participants for the plenary and the informal consultations.
6. Delegations are kindly advised that the participants nominated for the plenary and for the informal consultations (if different) cannot be swapped during the session.

### LIST OF SPEAKERS

1. As of 13 November 2020, requests for registration on the list of speakers for the plenary meetings should be addressed via email to the Policymaking Organs Secretariat at [pmo@unido.org](mailto:pmo@unido.org). As interventions at the Board should be item-oriented, Permanent Missions, as well as Observers, IGOs and NGOs, are asked to indicate for which agenda item the request is being made.
2. As of 23 November 2020, once the forty-eighth session has started, delegates wishing to speak during the plenary, and who have not already signed up to the list of speakers, can be accommodated by sending a chat message to the “Event Chat” specifying under which item they wish to speak, and using the “raise hand” function. Please note that all participants will be able to see your comments when you use “Event Chat”.
3. When requesting the floor, delegates are asked to specify either:
  - “[COUNTRY/ORGANIZATION] REQUESTS THE FLOOR” (for urgent interventions), or
  - “PLEASE ADD [COUNTRY/ORGANIZATION] UNDER ITEM [X]” (to register in the list of speakers)
4. **The names of the speakers will be entered on the list of speakers in the order in which requests are received, with due regard to protocol requirements.**
5. Statements delivered by Ministers should be limited to 5 minutes. All other delegates are requested to limit their statements to a maximum of 3 minutes. Statements on behalf of regional groups should be limited to 5 minutes.

Delegates are requested to provide the Secretariat with a copy of their statements, both for the use of the interpreters during the session and for them to be uploaded on the UNIDO Extranet after the session. These are to be sent by email to [pmo@unido.org](mailto:pmo@unido.org).

## VIDEO STATEMENTS

Starting with IDB.48, delegations will also be able to submit pre-recorded video statements to any session of a Policymaking Organ. Delegations wishing to do so are requested to notify the Secretariat, via email to [pmo@unido.org](mailto:pmo@unido.org), when enrolling in the list of speakers. Further information regarding the technical and procedural requirements can be accessed [here](#).

## USING INTERPREFY

Guidelines on how to use Interprefy are available [here](#). Please click [here](#) for a short tutorial video.

### **Before the session:**

Participants are strongly advised to test their connectivity, as well as the video and audio devices in advance, using the following links:

- To test connectivity speed: <https://interprefy.speedtestcustom.com/>
- To test video and audio devices: <https://interpret.world/test>

### **During the session:**

When accessing the Interprefy platform with the registered email address on 23, 24 and 25 November 2020, the system will automatically send an email to the delegate's email address with a unique code to access the meeting virtually. All participants are therefore requested to indicate their **individual email address** on INDICO, and to **ensure access** to this email account when logging onto the platform.

### **Testing for participants:**

A testing window for all participants will be open on **Friday, 20 November 2020 from 9.30 a.m. to 1 p.m.**

Registered delegates will receive the log-in modalities for the test via email and will be able to log in to test their connection and system at any point during this time. Participants are strongly advised to conduct the test using the computer, equipment and internet connection which they will also use during the actual session.

## CONTACT

Any query regarding the forty-eighth Session of the Industrial Development Board should be addressed to the Policymaking Organs Secretariat either by telephone +43 1 26026 5232, or by email: [pmo@unido.org](mailto:pmo@unido.org).

## TELEPHONE EXTENSIONS

	<i>Extension</i>
Director General	3003
Deputy to the Director General	3075
Assistant to the Deputy to the Director General	3005
Secretariat of the Policymaking Organs	
Secretary of the Policymaking Organs	3939
Front Office	5232
External Relations Officer (plenary, scenarios)	4567
External Relations Officer (plenary, scenarios)	3397
External Relations Officer (list of speakers)	3516
External Relations Officer (informal consultations)	3504
International Expert, External Relations (informal consultations)	3523
Journal Editor	3097
Registration	3006

## INFORMATION FOR PARTICIPANTS

### Journal

1. During the session, the *Journal* appears early every morning in English. It gives such information as the schedule of meetings for the day, a brief summary of the plenary meetings held on the previous day, a forecast of meetings for the following day and various announcements.
2. The *Journal* will also appear on the eve of each day of the session on the UNIDO website ([www.unido.org/idb/48](http://www.unido.org/idb/48)), as well as the UNIDO extranet ([extranet.unido.org](http://extranet.unido.org)).

### Prepared statements

3. To facilitate the work of the interpreters, speakers are requested to submit in advance, and as early as possible, an electronic, written copy of their statements to [pmo@unido.org](mailto:pmo@unido.org).
4. Statements submitted to the Policymaking Organs Secretariat will be published on the UNIDO Extranet, unless there is a clear indication that they should not be made available ([extranet.unido.org](http://extranet.unido.org)).

### Simultaneous interpretation

5. Speeches made in any of the official languages (Arabic, Chinese, English, French, Russian and Spanish) will be interpreted into the other official languages.
6. A participant may make a speech in a language other than the official languages. In this case, however, the speaker must provide for interpretation into one of the official languages. Interpretation into the other official languages will then be provided by the Secretariat's official interpreters.

### Documents distribution

The main documents are available electronically in Arabic, Chinese, English, French, Russian and Spanish. Pre-session documents are published on the UNIDO website (<https://www.unido.org/idb/48>) and the UNIDO Extranet ([extranet.unido.org](http://extranet.unido.org))