



# Journal

## Programme and Budget Committee

Thirty-eighth session

Vienna, 21–22 June 2022

No. 1

### SCHEDULE OF MEETINGS

Tuesday, 21 June 2022

9 a.m.– 12 noon	<b>1<sup>st</sup> plenary meeting</b>  Opening of the session Item 1: Election of officers Item 2: Adoption of the agenda <i>Statement of the Director General</i> Item 4: Report of the External Auditor for 2021 Item 3: Annual report of the Director General for 2021 (a) Managing for results: Update on the implementation of the medium-term programme framework, 2022-2025	<b>Board Room C</b> (C-building, 4 <sup>th</sup> floor) <b>Interprefy online platform</b>
12 noon	<b>Meeting of the Bureau of the Programme and Budget Committee</b>	<b>C0435</b> (C-building, 4 <sup>th</sup> floor)
2–4 p.m.	<b>2<sup>nd</sup> plenary meeting</b>  Item 12: UNIDO's response to the COVID-19 pandemic Item 5: Financial situation of UNIDO, including unutilized balances of appropriations Item 6: Report by the informal working group on Programme and Budget Committee-related issues Item 7: Mobilization of financial resources	<b>Board Room C</b> (C-building, 4 <sup>th</sup> floor) <b>Interprefy online platform</b>
4–6 p.m.	<i>Informal consultations (1st meeting)</i>	<b>Conference room C3</b> (C-building, 7 <sup>th</sup> floor) <b>Interprefy online platform</b>

**Note:** Should the debate on an item be completed earlier than expected, the Committee would immediately proceed with the next item on the schedule. Should the consideration of an item take longer than expected, the Committee would take up the following agenda items in the following Plenary meeting(s).

Matters for inclusion in the *Journal* should be sent as far in advance as possible to the *Journal* Editor, email: [pmo@unido.org](mailto:pmo@unido.org).  
For documentation related to the agenda items, please consult PBC.38/CRP.1.



## FORECAST OF MEETINGS

**Wednesday, 22 June 2022**

<b>9–11 a.m.</b>	<b>3<sup>rd</sup> plenary meeting</b>	<b>Board Room C</b> <i>(C-building, 4<sup>th</sup> floor)</i> <b><i>Interprefy online platform</i></b>
	Item 8: General risk management	
	Item 9: Updated medium-term investment proposals	
	Item 10: Third Industrial Development Decade for Africa (IDDA III)	
	Item 11: United Nations development system reform	
<b>11 a.m.– 1 p.m.</b>	<i>Informal consultations (2nd meeting – if required)</i>	<b>Conference room C3</b> <i>(C-building, 7<sup>th</sup> floor)</i> <b><i>Interprefy online platform</i></b>
<b>2 p.m.</b>	<b>4<sup>th</sup> plenary meeting</b>	<b>Board Room C</b> <i>(C-building, 4<sup>th</sup> floor)</i> <b><i>Interprefy online platform</i></b>
	Item 13: Date of the thirty-ninth session	
	Item 14: Adoption of the report	
	Closure of the session	

## ANNOUNCEMENTS

### Format of the session

The thirty-eighth session of the Programme and Budget Committee will take place in a hybrid format involving both in-person and virtual participation.

***In-person participation:*** To access the venue, delegates need to present their personalized conference badge. Access will not be permitted upon presentation of regular VIC access cards.

***Virtual participants***<sup>1</sup>: The Interprefy log-in link will be circulated to participants registered for virtual attendance. When accessing the platform, please enter your name in the following format: **[COUNTRY/ORGANIZATION] LAST NAME, first name.**

### Statements

Interventions at the Programme and Budget Committee should be item-oriented. Statements can be delivered either in person, or virtually on the Interprefy online platform, or via pre-recorded video messages.<sup>2</sup>

### Written copies of statements

Statements submitted to the Secretariat of the Policymaking Organs will be published on the UNIDO Extranet for Permanent Missions unless a clear instruction is given by the submitting delegation that they should not be made available ([www.unido.org/extranet](http://www.unido.org/extranet)).

### Pre-recorded video statements

When enrolling in the list of speakers, delegations wishing to submit pre-recorded video statements are requested to notify the Secretariat via email to: [Listofspeakers@unido.org](mailto:Listofspeakers@unido.org). To allow sufficient time to verify the quality of the audio and video, pre-recorded video statements together with their scripts should be submitted to [Listofspeakers@unido.org](mailto:Listofspeakers@unido.org) by 15 June 2022.

### Internet access at venue

Delegates attending in person can connect to the Internet throughout the Vienna International Centre by using the wireless connection named “WLAN-GUEST”, which is available in both the conference rooms and throughout the C-building.

### Programme and Budget Committee coverage on the Internet

All official Programme and Budget Committee pre-session documents have been published on the UNIDO website ([www.unido.org/pbc/38](http://www.unido.org/pbc/38)).

The Vienna International Centre Online Services will also allow participants convenient access to documentation and information for participants regarding facilities and services available in the VIC. The application can be accessed from participants’ mobile devices, such as smart phones and tablet PCs, through the following address: <http://myconference.unov.org> and by using the below QR code:



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<sup>1</sup> Additional details on how to access the Interprefy online platform are included in the modalities document which is available at the following link: [https://www.unido.org/sites/default/files/files/2022-06/UNIDO-PBC.38%20modalities\\_PMO\\_20220504.pdf](https://www.unido.org/sites/default/files/files/2022-06/UNIDO-PBC.38%20modalities_PMO_20220504.pdf)

<sup>2</sup> Technical requirements for pre-recorded video statements are included in the modalities document which is available at the following link: [https://www.unido.org/sites/default/files/files/2022-06/UNIDO-PBC.38%20modalities\\_PMO\\_20220504.pdf](https://www.unido.org/sites/default/files/files/2022-06/UNIDO-PBC.38%20modalities_PMO_20220504.pdf)

## Offices and telephone numbers

	<i>Room No.</i>	<i>Extension</i>
Chair of the Programme and Budget Committee	C0435	86921
Director General	C0431	3003/4677
Assistant to the Director General	C0433	3003/4677
Deputy to the Director General	C0427	3470/5145
Assistant to the Deputy to the Director General	C0429	3075/4230
Managing Directors		
Directorate of Corporate Management and Operations (CMO)	D1602	4830
Directorate of Digitalization, Technology and Agri-Business (DTA)	D1302	3978
Directorate of Environment and Energy (EAE)	D2061	3821
Directorate of External Relations and Policy Research (EPR)	D2201	3075
Directorate of Programme, Partnerships and Field Coordination (PFC)	D1947	5177
Secretariat of the Policymaking Organs		
Secretary	C0441	3939/86904
Policymaking Organs Secretariat	C0444	5232/86916
Policymaking Organs Secretariat (Informal consultations)	C0729	3504/ 4685
Policymaking Organs Secretariat (List of speakers/Protocol)	C0445	3516/ 86915
Policymaking Organs Secretariat (Plenary, Scenarios)	C0453	3523/86910 3429/86923
Policymaking Organs Secretariat (Documentation)	C0452	3601/86911
Policymaking Organs Secretariat (Registration)	C0451	3897/86912 3991/3992

## INFORMATION FOR PARTICIPANTS

### Journal

1. During the session, the *Journal* appears early every morning. 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/pbc/38](http://www.unido.org/pbc/38)).

### Registration

3. The thirty-eighth session of the Programme and Budget Committee will take place as a hybrid meeting, involving both in-person and virtual participation.
4. Member States have been requested to notify the Director General of the composition of their delegations in the form of a note verbale, issued by either the Permanent Mission or the Ministry of Foreign Affairs, to be submitted by email to [pmo-registration@unido.org](mailto:pmo-registration@unido.org). United Nations entities, specialized agencies and related organizations, and IGOs have been asked to submit an official letter to the Secretariat via email to [pmo-registration@unido.org](mailto:pmo-registration@unido.org). The note verbale/official letter should indicate the names, functional titles, email addresses and modality of participation (in-person attendance and/or virtual participation) of all members of the delegation.
5. All participants are required to register for the thirty-eighth session of the PBC using the online platform INDICO, which can be accessed via the following link: <https://indico.un.org/event/1001032/>. Participants who do not have an INDICO profile are requested to create one and to then complete the registration for PBC.38. A copy of the above-mentioned note verbale/official letter shall be uploaded by all participants to the INDICO registration page.
6. Only those delegates who have been registered following the process described above will be eligible to receive a personalized meeting access badge. All registered participants, be they participating in person or virtually, will be included in the list of participants.

### In-person participation

7. Each registered Government delegation will be assigned two seats, i.e. one seat at the table and one seat in the row directly behind the table. Registered United Nations entities, specialized agencies and

related organizations, and IGOs will be assigned one seat at the table only.

### VIC conference access cards

8. To access the venue of the session, in-person participants should show their personalized conference badge, which must be collected from the Security Pass Office at Gate 1. The registration desk will be open on Monday, 20 June 2022 and Tuesday, 21 June 2022 from 8 a.m. to 4 p.m. as well as on Wednesday 22 June 2022 from 8 a.m. until the end of the session.

### Health and safety measures

9. In-person participants will be assigned pre-determined seats. To ensure effective contact tracing, all participants entering the conference room will be asked to fill in a contact tracing form accessible through a QR code placed on each table.
10. In view of the changing COVID-19-related regulations, delegates who are not already present in Austria, and who will be travelling from another country to attend the PBC in person are invited to consult the relevant entry regulations for Austria. Delegates may also wish to consult the relevant measures and regulations in place when travelling back to their respective countries.

### Virtual attendance

11. In addition to attending in person, all Member States of UNIDO, as well as United Nations entities, specialized agencies and related organizations, and IGOs, may also attend virtually via the Interprefy online platform.
12. When accessing Interprefy with the registered email address on 21 and 22 June 2022, 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 when registering through INDICO, and to ensure access to this email account when logging on to the platform.
13. When joining the session on Interprefy, participants are asked to indicate their name using the following format:

**[COUNTRY/ORGANIZATION] LAST NAME,  
First name**

### Prepared statements

14. To facilitate the work of the interpreters, speakers are requested to submit in advance, and as early as possible, a copy of their statements to the

Secretariat staff in the plenary, or send it as an electronic copy to [Listofspeakers@unido.org](mailto:Listofspeakers@unido.org).

15. Submitted statements will be published on the UNIDO Extranet for Permanent Missions, unless there is a clear indication that they should not be made available ([www.unido.org/extranet](http://www.unido.org/extranet)).

### **Simultaneous interpretation**

16. Speeches made in any of the official languages (Arabic, Chinese, English, French, Russian and Spanish) will be interpreted into the other official languages.

17. 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 session's official interpreters.

18. For meetings with simultaneous interpretation, some seats in the conference rooms will be provided with a portable receiving set and a headset. Participants are requested not to remove these from the meeting rooms so that the equipment may be checked and, if necessary, batteries may be reloaded before the next meeting takes place.

### **Documents distribution**

19. The official pre-session documents are available in Arabic, Chinese, English, French, Russian and Spanish. Pre-session documents are published on the UNIDO website ([www.unido.org/pbc/38](http://www.unido.org/pbc/38)). To reduce expenditure and minimize the environmental impact of printing, pre-session documents will only be distributed electronically (document IDB.41/5/Add.1-PBC.29.5/Add.1, para. 12 refers). Conference room papers are available on the UNIDO Extranet for Permanent Missions ([www.unido.org/extranet](http://www.unido.org/extranet)).

20. During the session, legislative documents and journals may be collected from the documents distribution counter, located at the main entrance of the Board Room C.

21. Distribution of documents other than legislative documents must be cleared by the Secretary of the Policymaking Organs (room C0444).

### **Medical services**

22. For emergencies, call extension 22222. It should be noted that the Joint Medical Service is not equipped to handle general medical consultations for participants, such as those required for prescriptions. Emergency medical attention is available in the clinics operated by the Service on the seventh floor of building F (telephone number 2600, extensions 22223 and 22224). The clinics are open on weekdays from 8.30 a.m. to 12 noon and from 2 to 4.30 p.m.

(Thursdays until 3 p.m.). For emergencies, the clinics are open anytime during regular office hours (at other times, please apply to the Security Duty Room (F0E21, number 26060, extension 99 or 3903).

23. A pharmacy is located next to the clinics (room F0715) and is open on weekdays from 10 a.m. to 5 p.m.

### **Security**

24. Please do not leave any personal items, such as luggage, bags or briefcases unattended. Suspicious objects should be reported to security immediately.

25. The Lost and Found Office is operated by the United Nations Security and Safety Section at the Security Duty Room situated opposite the entrance to the Cafeteria, in room F0E18 (telephone number 26060, extension 3903 or 3904).

26. The emergency security telephone extension is 99. From mobile phones please dial +43 1 260 60/99.

### **Parking facilities**

27. Registered cars of Permanent Missions will be able to park as usual.

### **Bank**

28. An Austrian bank with multilingual staff offers full banking services at the VIC. Bank services are provided by the Bank Austria on the first floor of building C.

29. The bank is open Monday, Tuesday, Wednesday and Friday from 9 a.m. to 3 p.m. and Thursday from 9 a.m. to 5.30 p.m.

30. International ATM machines are available on the first floor of building C (C0113) and on the ground floor of building D (D0E71). Some banking services are also provided from 8 a.m. to 5 p.m. by the post office on the first floor of building C.

### **Postal services**

31. A post office, on the first floor of building C, provides all regular postal services, express mail service and banking services, Monday through Friday from 8 a.m. to 6 p.m. Other services include express money transfers with Ria, sale of prepaid telephone cards useable at public telephone booths and some hotel room telephones, packing material (boxes and envelopes), souvenirs from the United Nations Postal Administration and lottery tickets.

32. Telephone cards may be purchased at post offices and tobacco shops (*Tabak-Traffik*) throughout Vienna.

### **Use of cellular telephones and laptops**

33. Delegates are invited to keep their cellular telephones switched off inside conference rooms, as they cause radio frequency interferences in the sound system, adversely affecting the quality of interpretation and the recordings of proceedings. The use of laptops in conference rooms may cause similar problems.

### **Travel arrangements**

34. The Secretariat does not make travel arrangements, nor does it cover expenses associated with travel. All members of delegations and other participants will be responsible for their own travel expenses and arrangements.

### **Welcome, transportation and reservation of hotel rooms and visas**

35. The Secretariat regrets that it is not in a position to assist delegations in making hotel reservations or visa arrangements. Furthermore, delegations will not be greeted at the airport upon arrival and should arrange for their own transportation to Vienna. It is suggested that delegations take the necessary action through their diplomatic missions.