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UNITED NATIONS INDUSTRIAL
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BASIC INFORMATION ON THE ACTIVITIES
OF NATIONAL COMMITTEES *

Prepared by the UNIDO secretariat

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NATIONAL COMMITTEES

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NATIONAL COMMITTEES FOR UNIDO

I. INTRODUCTION

On the occasion of the International Symposium on Industrial Development, held at Athens in 1967, the participants thought it desirable to establish, at the national level, machinery enabling public and private bodies interested in industrial development and wishing to co-operate with the United Nations Industrial Development Organization (UNIDO) to co-ordinate their activities and to inform Governments of their opinions on questions dealt with by UNIDO. Accordingly, the symposium adopted a recommendation stating that:

"... Member States consider the establishment of National Committees for UNIDO, composed of representatives of government departments and agencies as well as representatives of academic and research institutions and public and private industrial and business establishments concerned with industrialization. The National Committees would serve in an advisory capacity to the Governments and to the member institutions in regard to all questions related to the activities of UNIDO. Member States might assign the functions of National Committees to already existing organizations in their countries with any additional mandates as may be appropriate to enable them to perform their functions in an adequate manner".

Since then, the tasks of the National Committees have grown following the Lima Declaration and Plan of Action, which stipulates that UNIDO should play a central role in the implementation of the industrialization of developing countries so as to promote an increase in their share of world industrial production, which should reach at least 25 per cent by the year 2000.

These new responsibilities imply an intensive mobilization of government bodies, public or private institutions, commercial organizations and university establishments in support of UNIDO's activities. This mobilization will be carried out at the national level by the National Committees.

II. AIMS AND FUNCTIONS

The National Committees constitute institutional machinery at the national level. Their functions are:

A. To give to their Governments:

Opinions on industrialization policies, obtaining the co-operation of government bodies, of public and private institutions, of industrial and commercial organizations and of trade unions;

Advice on the different aspects of UNIDO's activity so as to enable Member States to pursue vigorously the implementation of the objectives stated in the Lima Declaration and Plan of Action, and to stimulate the interest of the authorities concerned at the highest level for all the activities of UNIDO;

Information on UNIDO and its activities;

Possibilities to implement more quickly and in a more concrete manner UNIDO's projects and technical assistance programmes.

B. To provide UNIDO with:

An important means of communication at the national level, by means of which the country's intellectual resources could be mobilized and associated in the implementation of industrial co-operation;

A better public image;

A central point for the spread of UNIDO's work in the country;

A means of organizing meetings between UNIDO officials visiting a country and the government authorities.

To this end the National Committees will have consultative, informative and, in certain well-defined cases, executive functions.

1. Consultative functions

The National Committees for UNIDO must be able to provide their Governments, at their request or on the Committee's own initiative, with authoritative views on:

The national industrialization problems to be solved in order to attain the target set by the Lima Declaration and Plan of Action, dealing with either the political and socio-economic aspects of industrial programming and of planning, the technological aspects of industrialization, or the external aspects of development;

Mobilization of the resources necessary for establishing short-, medium- and long-term programmes for the implementation of the objectives of the Lima Declaration and Plan of Action; the activities to be set up with UNIDO in various sectors of industry;

The interest of Governments in participating at the highest level in international and institutional meetings organized by UNIDO and in appropriately fostering the action necessary for such participation;

The designation of national specialists to take part in international congresses and meetings of experts organized by UNIDO;

The specific measures to be taken as appropriate follow-up action on decisions adopted at meetings or international conferences on industrial co-operation and development;

UNIDO's central co-ordinating role for all activities of the United Nations system in the field of industrial development, at national level.

2. Information functions

The national committees must be able to make the following contributions:

(a) Contributions for the benefit of their countries:

Distributing information material on UNIDO and its activities to public and private bodies, academic and research institutions and specialized associations interested in industrial development and wishing to co-operate with the organization in industrial development;

Compiling a directory of organizations able to assist in heightening awareness of the problems of industrialization and intensifying contacts with university and research institutions;

Acting as a mini-centre for documentation on UNIDO, for example by keeping relevant documentary material available for interested parties;

As appropriate, making use of the information media, the press, radio, television and films, to disseminate general information on UNIDO activities likely to be of interest to the general public;

Organizing seminars and symposia for public information;

Drawing the attention of the above-mentioned organizations to:

1. The work of the Industrial Development Board and its Permanent Committee and the work of the General Assembly concerning UNIDO:

2. The way in which decisions are taken in these bodies, the nature of the decisions and their possible impact on the policies and measures to be taken at the national level;

3. The role that the country should play in the international scene and the importance of effective participation in all the recommendations and resolutions adopted at the above-mentioned meetings, since these both commit the country and enable it to enhance its image in the concert of nations;

4. Measures taken on issues such as:

The conversion of UNIDO into a specialized agency;

The General Conference of UNILO;

Sectoral consultation meetings;

The promotion of aid to the least developed countries;

Co-operation between developing countries, etc., etc.

Examining the possibility of publishing an information bulletin in the national language in order to:

Adapt information to the needs of national groups, specialized circles and any other users interested in questions of industrialization;

Draw the attention of interested circles to UNIDO documents and publications;

Translating UNIDO documents and publications into the national language, if necessary;

Arousing interest in UNIDO's activities among the various groups mentioned in the Recommendation of the International Symposium on Industrial Development.

2. Contributions for UNIDO:

Drawing the attention of UNIDO to:

1. The country's economic policy, with special emphasis on its economic development plan and the share of industrialization therein;

2. National needs and priorities in the field of industry in which aid could be given, indicating the government bodies responsible for those activities;

3. Periodicals for various sectors of industry, and any publications with a possible influence on the industrial development of the country;

4. The possible role of the National Committee as a means of communication at the national level for all activities not falling within the responsibility of any ministry.

3. Executive functions

According to the dispositions made by individual Member States, national committees could take on executive functions, either alone or together with other bodies. To this end, National Committees and Governments should examine the possibility of taking part in the implementation of, or even executing, such projects. Consequently, National Committees should make possible:

(a) The solution of difficulties in the implementation of UNIDO action in the country at UNIDO expert level, in project funding and in adaptation to local conditions.

(b) The Recruitment of experts

In resolution 3461 (XXX), the General Assembly requested the Secretary-General of the United Nations, together with the Administrator of UNDP, to give preferential treatment to the developing countries in respect of the recruitment of experts, the conclusion of subcontracting agreements, procuring equipment and providing fellowships in order to promote self-reliance in the developing countries through the support of technical co-operation among developing countries.

In countries without national recruitment services the National Committees should play the role of a catalyst to assist UNIDO in reaching that objective. They could assist UNIDO in:

Finding candidates in the country in the best-represented disciplines and proposing candidates likely to bear comparison with experts from industrialized countries;

Actively helping Governments to accelerate the process of approving experts proposed by UNIDO for projects. (One of the reasons for delays in the recruitment process is the extreme slowness of certain Governments in coming to a decision, which often results in candidates' no longer being available when a decision is taken);

Assisting experts stationed in the country, if necessary, and keeping information on living conditions up to date (housing, schools and medical services, possible emergency situations, etc.).

(c) Co-operation between National Committees

(a) UNIDO will encourage and support any initiatives from the National Committees to establish relations among themselves on either a regional or an interregional basis.

UNIDO will encourage any co-operative links between the National Committees of developing countries and between the latter and those of the "industrialized" countries.

(b) Bearing in mind the recommendation of the International Symposium on Industrial Development that academic and research institutions should be linked, UNIDO will support all initiatives aiming at the promotion of co-operation between National Committees for UNIDO and National Committees for UNESCO.

III. COMPOSITION

The composition will vary depending on whether the country has a planned economy or a liberal economy, whether it is developing or industrialized.

Similarly, the composition will vary according to whether or not the role of a National Committee is assigned to an already existing organization.

Candidates for the National Committee should not be nominated in their personal capacity but by virtue of their office.

The National Committees should normally include among their members representatives of academic and research institutions and of public and private industrial and commercial establishments who have a part to play in the industrialization of the country.

The National Committees should be able to hold meetings of working parties on particular issues as often as necessary to permit greater flexibility; it should not be necessary for all members of the National Committee to be present for the Committee to meet.

The level of representation at National Committee meetings could vary according to the availability of members.

Alternates should be nominated to enable the National Committee to meet if one or more members should be unable to attend.

IV. RESPONSIBILITIES

A. Responsibilities of Member States to the National Committees

In accordance with the resolution adopted at the International Symposium on Industrial Development, each State may envisage either the establishment of a National Committee or the assignment of the functions of National Committees to already existing organizations in their countries.

To this end, each State should provide its National Committee with the structures and resources necessary to perform its functions efficiently. It should define the composition of the Committee, as well as the responsibilities delegated to it by the State, its operating conditions and the funds that might be available to it.

Whenever States assign the functions of National Committees to an already existing organization in the country, that organization should receive any such additional mandate as may be considered appropriate to enable it to perform its functions properly.

B. Responsibilities of UNIDO towards Governments and the National Committees

In order to facilitate the application of the recommendation adopted at the International Symposium on Industrial Development, UNIDO will:

Pursue its efforts to urge Governments to establish National Committees or to assign the functions of National Committees to an already existing organization in the country;

Provide the National Committees with the documentation necessary for advising government delegations taking part in international meetings organized by UNIDO;

Publish and periodically send to the National Committees a directory of National Committees.

If necessary, UNIDO will:

Organize periodic consultations with National Committees;

Examine the possibility of signing contracts as required for the execution of the activities laid down in its programme;

Assist Member States at their request in establishing their National Committees by giving them advice or by putting SIDFAs or Secretariat staff members at their disposal;

Encourage government participation at the highest possible level in all UNIDO meetings and urge for participation in activities such as those concerning the system of consultations, etc.;

Awaken the interest of Governments in assigning representatives of National Committees to attend international meetings and conferences organized by UNIDO.

In order to enable the National Committees to operate, UNIDO will, through its External Relations Section:

As far as possible, give to National Committees the assistance necessary for the performance of their tasks;

Provide the Committees with guidelines to facilitate their activity;

Give advice and technical assistance through its SIDFAs, who will be designated as on-the-spot liaison officers to the National Committees, and through field experts or Secretariat staff members;

Organize regional, subregional and international meetings in order to study questions of common interest, formulate proposals for programmes and organize the joint execution of special activities such as the Review of actions taken and progress achieved by Governments and international organizations towards implementing the Lima Declaration and Plan of Action;

Provide the National Committees with information material on the organization and its activities, as well as with brief summaries of its main technical publications. In addition, UNIDO will send its Newsletter.

V. WORK PROGRAMMES

The National Committees should envisage preparing annual or biennial work programmes in consultation with the Governments.

UNIDO should, if requested, be prepared to make headquarters officials or consultants available for the preparation of work programmes.

To this end, it would be appropriate to co-operate with government authorities in delimiting areas in which contacts and direct co-operation with UNIDO could be useful.

The National Committees should convey to UNIDO details of their work programmes, the type of aid they expect from UNIDO for the implementation of those programmes, and copies of their annual reports.

In return, UNIDO would convey its comments on the reports and suggest activities for consideration by the National Committees.

VI. OPERATION

The Meetings of National Committees should be held regularly. Ad hoc meetings could be organized on the occasion of visits by, for example, the Executive Director or high UNIDO officials.

The National Committees would be free to invite UNIDO field advisers in the country or, as far as possible, UNIDO experts stationed in the country, to make contributions to their discussions.

Meetings should not necessarily always have to be held at top level.

The National Committees should ensure a permanent liaison with UNIDO by appointing a secretary responsible for such co-ordination.

EXPLANATORY NOTE
ON THE PARTICIPATION OF THE PRIVATE SECTOR
IN THE ACTIVITIES OF NATIONAL COMMITTEES

It has often been said that non-governmental national organizations know very little about UNIDO. Their participation in the activities of National Committees would make it possible to close this gap. This form of co-operation would be an efficient means of bringing the two sides together and of furthering mutual understanding. It is important, furthermore, to establish closer links with non-governmental organizations, as their experience could prove valuable for gathering necessary information.

The role of the National Committees in this area is to select organizations which could usefully participate in various meetings and activities of the National Committees.

Furthermore, in order to make use of the experience gathered in specific sectors in each country, the National Committees should seek information on the attitude in business circles to questions of interest to the National Committees, by conducting a representative survey among professional associations, federations of employers, etc. However, there is no hard and fast rule. It is for the National Committees to examine the information supplied to them by the responsible organizations and to convey it to their Governments for perusal and evaluation.

Non-governmental organizations are usually glad to be consulted. On the whole, they consider that UNIDO could play a more effective role in aid to the developing countries. Only some of them feel that attitudes in their countries are so rigid that participation of the private sector would not fail to generate friction.

NATIONAL COMMITTEES

QUESTIONNAIRE

SUMMARY

- I. ESTABLISHMENT**
- II. COMPOSITION**
 - A. Nomination**
 - B. Organs**
 - C. Representation**
- III. STATUS**
- IV. OPERATION**
- V. POWERS**

I. ESTABLISHMENT

- (a) When was your National Committee established?
- (b) Was it established by decree?
(Attach a copy of the decree establishing the National Committee)
- (c) Is it a new administrative organ or have the functions of National Committees been assigned to an already existing organization?

II. COMPOSITION

A. Nomination

- (a) How many members does your National Committee have?
- (b) By what procedure are they appointed?
- (c) How are they appointed (by decree, by order)?
- (d) By whom are they appointed?
- (e) Are they appointed: in their personal capacities?
by virtue of their office?
- (f) Can they be represented by alternates if unable to attend meetings?
- (g) For how long are they appointed?

B. Organs

- (a) Is there a President of the National Committee?
- (b) Is he elected?
- (c) Is he appointed?
 - 1. For how long?
 - 2. In his personal capacity?
- (d) Is there a permanent office of the National Committee?
 - 1. Staffed by a secretariat?
 - 2. Staffed by a secretary?
- (e) How is the continuity of the National Committee ensured outside meetings?

C. Representation

- (a) Are the various branches of industry represented?
- (b) Which branches are represented?
- (c) How many representatives of non-governmental organizations are there?
- (d) Are there representatives of:
 - 1. Education?
 - 2. Agriculture?
 - 3. The information media?
 - 4. Trade unions?
 - 5. Universities?
 - 6. Women's organizations?
 - 7. Other organizations?If so, which?

III. STATUS

- (a) What is the status of your National Committee?
- (b) What kind of body is it?
 - 1. Governmental?
 - 2. Non-governmental?
 - 3. Semi-governmental?
 - 4. Independent?

IV. PROCEDURE

- (a) How does your National Committee operate?
- (b) Who has the power to convene it?
 - 1. The President?
 - 2. A certain quorum of members?
- (c) How often does it meet each year?
- (d) Does it meet in restricted working groups?
- (e) How many times a year do these meet?

- (f) How is your National Committee financed?
 - 1. By the Government?
 - 2. By other sources?
- (g) Does your President have authority to take decisions?
- (h) How are decisions taken?
- (i) Is a quorum required?

V. POWERS

- (a) Does the National Committee have decision-making powers?
- (b) Or has it merely advisory powers?
- (c) As an advisory organ, is it consulted on:
 - 1. The formulation of UNIDO programmes?
 - 2. The country's participation in meetings organized by UNIDO?
 - 3. Replies to questionnaires and inquiries addressed to Member States by UNIDO?
 - 4. The search for candidates for assignments as experts, or for fellowships, etc.?
 - 5. Other questions?
- (d) As a liaison organ, does it ensure liaison with:
 - 1. Other interested public bodies?
 - 2. Academic and research institutions?
 - 3. Non-governmental organizations?
 - 4. Persons whose co-operation could be of particular interest to the committee's activities?
- (e) As a channel of information, what are its contacts with:
 - 1. The press?
 - 2. Radio?
 - 3. Television?
 - 4. No contacts?
- (f) Would you be interested in receiving material for your information programmes from UNIDO, such as:

1. Radio programmes on tape?
2. Films?
3. Slides?
4. Press releases?
5. Photographs?
6. Other documentation?

(g) As an executive organ, does your National Committee take part in the implementation of UNIDO programmes by:

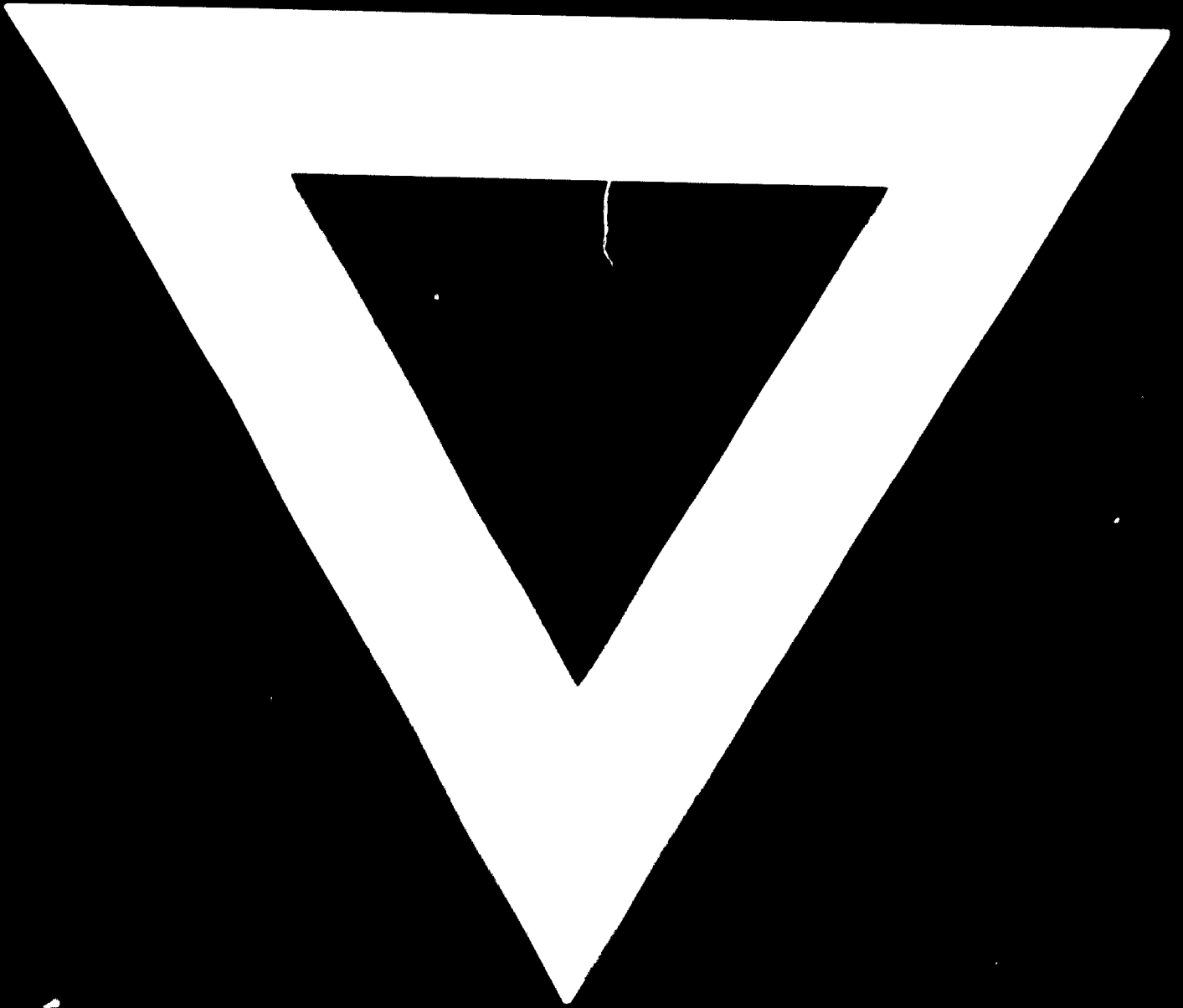
1. Co-operating in the execution of the programme?
2. Suggesting requests for forwarding to UNIDO?
3. Assisting in the implementation of projects:
 - Through advice to UNIDO?
 - Through requests to UNIDO?
4. Participating in the organization of UNIDO study programmes and the visits of UNIDO fellowship-holders?
5. Being involved in the reception of UNIDO experts and consultants?
6. Helping to carry out studies and joint projects with other National Committees on questions relevant to UNIDO?
7. Carrying out other activities linked to the goals and objectives of UNIDO?

(h) Field of activity:

Please give examples of activities undertaken by your National Committee in the different fields falling within the scope of UNIDO:

1. Industry
2. Technology
3. Studies
4. Investment
5. Training
6. Management
7. The commercial world
8. Infrastructure

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