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1 December 2005

Dear Colleague:

The President of the General Assembly has entrusted us with the task of co-Chairing the informal plenary consultations on the UN Secretariat and management reform. We understand that our primary responsibility in this regard is the facilitation of follow up and implementation of paragraphs 161-167 of the Summit Outcome Document. We look forward to working with all of you throughout this process.

(a) Items For Early Action

We believe that there are elements of the Outcome Document that can be considered immediately, while certain other matters will not be ready for the consideration of Member States until the New Year. Among those items that might be discussed right away are issues related to the General Assembly's request that the Secretary-General:

- (a) submit details on an ethics office with independent status, which he intends to create (paragraph 161 (d));
- (b) submit an independent external evaluation of the auditing and oversight system of the United Nations, including the Specialized Agencies, including the roles and responsibilities of management, with due regard to the nature of the auditing and oversight bodies in question; the evaluation would take place within the context of the comprehensive review of the governance arrangements (paragraph 164 (b)); and
- (c) submit detailed proposals on the creation of an independent oversight advisory committee, including its mandate, composition, selection process and qualification for experts (paragraph 164)).

For convenience, we will refer to these items as "Group A".

We understand that the Report of the Secretary General on the above issues will be issued tomorrow (2 December) under the symbol A/60/568. We would propose that Member States meet in an informal plenary on Tuesday, 6 December, from 10 am to 1 pm to begin consideration of the issues under Group A, and continue, as convenient, in further informal plenary sessions until the work is done. The objective here will be to conclude our consideration of the policy issues related to the items in Group A, and to facilitate their implementation before the end of December.

(b) Items requiring more time

There are certain decisions and recommendations in the Outcome Document that will need more time, both because the working materials will not be completed by the Secretariat for the consideration of Member States until early in the New Year, and because, by their nature, they require a longer period of discussion and deliberation.

We will refer to these items, the details of which will be provided by the Secretariat in due course, for convenience as "Group B".

While the substantive discussion of the issues under Group B may not be possible until the Secretary-General presents his detailed proposals to Member States in February, some work may be undertaken on these issues in the meantime. For example, we propose that our informal plenary sessions in December be used to provide direction and guidance to the Secretariat about the kind of information Member States would require to carry out a review of all mandates older than five years. The Secretariat has told us that they would welcome this kind of direction from Member States. In addition, informal plenaries in January could be used to allow senior Secretariat officials to brief Member States on the broad outlines of the major reports they expect to deliver in February on Group B items and enable member states to offer initial comments and suggestions which would be helpful to the Secretariat in finalizing their reports and recommendations on individual items.

As co-chairs, we propose the method of proceeding that we have set forth above. Nevertheless, we would want to benefit from the views of member states on these proposals at our meeting on Tuesday, 6 December (Conference Room TBD).

We look forward to working with you in considering and implementing the decisions taken by our leaders, and approved by the General Assembly, in Resolution A/60/1 intended to produce a more efficient, effective and accountable United Nations.

Yours very truly,



Munir Akram



Allan Rock