

Distribution: limited

UNESCO/IBE/C.55/Proceedings and Decisions
Annex IV
UNESCO/BIE/C.55/Inf.3
Geneva, 26 January 2007
Original: French

**UNITED NATIONS EDUCATIONAL,
SCIENTIFIC AND CULTURAL ORGANIZATION**

COUNCIL OF THE INTERNATIONAL BUREAU OF EDUCATION

Fifty-fifth session

Varembé Conference Centre,
9-11, rue de Varembé, Geneva
22 – 23 January 2006

REPORT OF THE ADMINISTRATIVE GROUP

1. The Administrative Group (AG) met on 22 and 23 January 2007. The following representatives were present:

Country	Name
Bulgaria	Mrs Elena DAMYANOVA
Switzerland	Mr Bernard WICHT
Republic of Korea	Mr Suk-Ko CHUNG Mrs Eun-ok CHOI
Benin	H.E.Mr Olabiyi YAI Fadilou MOUTAIROU

Mr Jean-Jacques RANDRIAFAMANTANANTSOA, representative of Madagascar, and Mr Joan-Manuel SANCHEZ, representative of Mexico, were present as observers.

The Office of the Comptroller of UNESCO was represented by Mr John **HAIGH**.

The IBE was represented by Mr Pierre **LUISONI** in his capacity as Director a.i. of the IBE, by Mr Mohamed **BOUASSAMI**, administrator of the IBE, and Mr Christian **HARTMANN**, Administrative Assistant.

2. The Group approved the following **agenda**:

1. Opening of the session
2. Adoption of the agenda
3. Election of the chairman of the AG
4. Report of the Director on activities conducted in 2006 and on the provisional accounts
5. Draft programme and budget for 2007
6. The IBE's Polish stamps
7. Prospects for the forty-eighth session of the ICE (a joint meeting with the ICE WG)
8. Draft programme and budget for 2008–2009 (34 C/5)
9. Any other business
10. Report of the AG
11. Close of work

3. **H.E.Mr Olabiyi YAI**, Ambassador, representative of BENIN, was elected chairman of the Administrative Group.

Report by the Director on activities conducted in 2006 and the financial situation

4. The Director a.i. presented a detailed account of the activities conducted in 2006 and the outcomes achieved.

5. He also provided answers to questions by the Administrative Group, particularly concerning the geographical distribution of the Community of Practices, the statistics on the website and the training activities for policy dialogue in English-speaking African countries. He then presented the financial data included in document UNESCO/BIE/C.55/Inf.2, as well as the Revised Resolution concerning an appropriation for 2006. He explained that, if the extra-budgetary resources actually received in 2006 were less than those anticipated at the beginning of the year, this was due to the fact that the proposed projects in Iraq and Lithuania could not be carried out. He also emphasized that efforts to rationalize the administrative and financial management had been continued, as well as the completely

successful integration of the IBE into UNESCO's accounting system (FABS) in February 2006 and the forthcoming prospects of managing its human resources through the STEPS system. Finally, the Director reminded those present of the priorities that he had set himself at the beginning of his mandate and the outcomes achieved at the time of his retirement.

6. Mr John Haigh, representative of UNESCO's financial comptroller, confirmed that the provisional accounts had been audited and that they corresponded to UNESCO's financial rules and regulations. He also stressed that the IBE was involved in the work of the committee brought together at Headquarters to align UNESCO's accounting system with the standards of IPSAS (used throughout the United Nations System).

7. During its discussions, the Administrative Group unanimously congratulated the Director a.i. for the efficient execution of the programme, which, despite the fact that 2006 had been another difficult year, had reached a level of 88.1 %. The Group also thanked the Director a.i. for the effectiveness and the astuteness of the financial management throughout the year, given that he had been able to restore the level of reserves while carrying out to the best of his ability the activities approved by the Council for 2006.

8. Therefore, the Group recommends that the IBE Council approves the report of the Director a.i. for 2006 and expresses its recognition to him and to all the staff of the IBE for their professionalism and for the quality of their work. The Group also recommends that the Council approve the provisional accounts as of 31 December and the Revised Resolution concerning an appropriation for 2006, presented below:

Revised Resolution concerning an appropriation for 2006

The Council of the International Bureau of Education,

Having examined the report by the Director a.i. on the activities of the IBE during 2006 (Documents C.55/2 and C.55/Inf.2),

Having taken note of the expenditure by credit line, particularly those concerning the programme, as well as the availability of additional resources,

Decides that, for the financial period 1 January to 31 December 2006, a total amount of US\$3,255,710 is hereby appropriated by resources estimated at US\$3 812 360 distributed as follows:

EXPENDITURE (OBLIGATIONS)	Amount in US\$
PROGRAMME ACTIVITIES	
Line 1: Capacity building for curriculum development	883 734
Line 2: Resource Bank/Observatory of trends	548 730
Line 3: Policy dialogue	319 100
Line 4: Production and dissemination of information	136 794
Line 5: Operational activities	<u>430 179</u>
TOTAL PROGRAMME ACTIVITIES	2 318 537
GOV. BOARD, GEN. ADMIN., INSTITUTIONAL DEV.	
Line 6 : IBE Council	218 802
Line 7 : General administration	555 561
Line 8 : Institutional development	<u>107 809</u>
TOTAL GOV. BOARD, GEN. ADMIN., INSTITUT. DEV.	882 172
TOTAL EXPENDITURE	3 200 709
Adjustment for the exchange rate	55 001

GRAND TOTAL EXPENDITURE **3 255 710**
RESOURCES CREDITED TO THE IBE SPECIAL ACCOUNT

INCOME

UNESCO financial allocation	2 295 500
Voluntary contributions	1 358 747
Income for services rendered	44 237
Investment income	43 417
Currency exchange adjustments	36 260
Other	34 199
TOTAL INCOME	3 812 360

OTHER RESOURCES

Surplus/(deficit) of income over expenditure	556 650
Transfer to/from reserves	0
Reserves at the beginning of the period	<u>41 680</u>
TOTAL OTHER RESOURCES	598 330

Draft programme of activities and budget for 2007

9. The Director a.i. presented the draft programme of activities for 2007, emphasizing the fact that, first, this falls within the existing framework of the second year of the 33 C/5 and the last year of the IBE's Strategy for 2002–2007. Secondly, to implement the Recommendations resulting from the external evaluation of the IBE by TECHNOPOLIS, the draft of a new way of presenting programme activities has been prepared and is submitted to the Council for discussion. He also presented the draft budget for 2007, as well as the questions about the future of the review *Prospects*, given the very few paid subscriptions and the increasingly limited financial resources of the IBE.

10. During the discussion, the Group gave a very positive appreciation of the entire draft programme, particularly the strength of its composition and its coherence, which will enable new activities to be incorporated as an enrichment and expansion to what already exists. The Group recalled the interest of continuing research in the field of bilingual and multi-cultural education in Africa, especially the matter of implementing such policies, which may be envisaged, for example, in the context of the activities of the African community of practices at present being set up or during the forty-eighth session of the ICE, as well as in some publications soon to be published. As far as the future of the review *Prospects* is concerned, production of which is guaranteed up until the end of 2007, the Group expressed the very firm wish that it should not disappear because this would mean giving up a very important function of the IBE. It therefore desired the new Director of the IBE to carry out a complete evaluation of the situation during 2007, particularly concerning the possibilities of alternative solutions for the publication (other Institutes, sponsors, etc.). Concerning extra-budgetary resources, the Group recommended that the IBE should innovate and widen the search to the maximum extent, so as to add to the resources and at the same time to achieve independence from certain partners. Finally, concerning the new presentation of programme activities, the Group considered it to be clear, balanced, well structured and more readable and understandable than the preceding one, particularly if you relate it to part of its intended public (co-operation agencies, Member States, academic institutions, etc.). It therefore represents an extremely good analytical table and an efficient tool for the IBE to continue its work. The Group suggested that, during 2007, this table should be complemented by another document that could present the IBE in the overall perspective of the entire "constellation" of UNESCO's educational activities. Finally, the Group took note with satisfaction and gratitude of the announcement by the Swiss delegate of continuity in financial support by the host country for the years 2008–2011, for a total amount at least equal to the contribution provided up to the present. This support will be accompanied by a supplementary voluntary contribution intended for the forty-eighth session of the ICE.

11. In conclusion, the Group recommended that the Council approve the programme of activities for 2007 and its new presentation, as well as the budget for 2007 and the Appropriation Resolution for 2007 presented below:

Appropriation Resolution N° 1/2007

The Council of the IBE,

Having examined the Proposals of the Director of the IBE concerning the activities for 2007 contained in document UNESCO/IBE/C.55/3 and its Addendum,

Resolves that,

a) For the financial period 1 January to 31 December 2007, a total amount of US\$3 623 570 is hereby appropriated for the purpose indicated in the appropriation table, as follows:

	US\$
Appropriation lines:	
EXPENDITURE (OBLIGATIONS) DEBITED	
I. PROGRAMME ACTIVITIES	
Line 1: Capacity-building and training	1 145 492
Line 2: Observatory of trends, research and studies	419 705
Line 3: Knowledge management	380 641
Line 4: Forty-eighth ICE	450 219
Line 5: Education on HIV and AIDS	78 299
TOTAL PROGRAMME ACTIVITIES	2 474 356
II. GOV. BOARD, GEN. ADMIN., INSTITUTIONAL DEVEL.	
Line 6: IBE Council	236 711
Line 7: General administration	536 844
Line 8: Institutional development	375 659
TOTAL GOV. BOARD, GEN. ADMIN, INSTITUTIONAL DEVEL.	1 149 214
GRAND TOTAL YEARLY EXPENDITURES	3 623 570

b) The total appropriation, voted in paragraph (a) above, shall be financed by the funds allocated for the operation of the Bureau and which are or shall be paid into the Special Account set up by the Director-General of UNESCO in accordance with the relevant provisions of the Organization's Financial Regulations and Article 3 of the Financial Regulations applicable to the Special Account for the International Bureau of Education, as follows:

	US \$
RESOURCES CREDITED IN THE IBE SPECIAL ACCOUNT	
I. INCOME	
UNESCO financial allocation	2 295 500
Voluntary contributions	1 028 697
Income for services rendered	
Investment income	
Currency exchange adjustments	
other	150 000
TOTAL INCOME	3 474 197

Excess/(Shortfall) of income over expenditure	-149 373
Transfer to/ from reserves	0
Reserves and Fund Balances, beginning of period	598 330
Reserves estimated end of period	448 957

(c) The Director is authorized to accept and add to the appropriation approved under paragraph (a) above voluntary contributions, contracts, fees, subventions, endowments, gifts, bequests and miscellaneous income, taking into account the provisions of Article 3.1 b of the Financial Regulations of the Special Account for the UNESCO International Bureau of Education (IBE). The Director shall provide the Council in writing, at the session following such action, information about the amounts accepted.

(d) The Director is authorized to incur obligations during the financial period 1 January – 31 December 2007 up to the amount appropriated under paragraph (a) above.

(e) The Director is authorized to make transfers between appropriation lines not exceeding 20 per cent of the total amount of the appropriation from which the funds are transferred.

(f) The Director is authorized to make transfers between appropriation lines in excess of the percentage indicated in (e) above with the prior approval of the Council or its Steering Committee.

(g) In urgent and special circumstances, when an immediate action becomes imperative, the Director may make transfers exceeding the percentage indicated in (e) above, but not exceeding the sum of US\$ 50 000, between appropriation lines, informing the Members of the Council in writing, at the session following such action, of the details of the transfers and the reasons for them.

(h) The Director is authorized to receive funds or assistance in kind from governments, international, regional or national organizations, governmental or non-governmental institutions and other bodies as well as from individuals, for the implementation of programmes, projects or other activities consistent with the aims, policies and activities of the IBE and of UNESCO and to incur obligations for such activities in accordance with the Regulations of the Special Account of the IBE and/or the Regulations and Rules of UNESCO and the agreements made with the donors.

(i) The constitution and management by the Director of the IBE of a reserve will be done in line with Article 7, paragraph 7.1 of the financial rules applicable to the special account of the International Bureau of Education. This reserve could be credited by funds coming from different sources and could amount to 5 – 10% of the annual budget. The Director of the IBE will make use of these funds according to the programme needs and present a report to the Council at the session immediately following their utilization. The creation of such a reserve should not impact negatively on the implementation of the activities adopted by the Council.

(j) In accordance with the financial regulation of the special account of the IBE, Article 6, paragraph 6.1 and 6.2, the Director will invest according to the existing rules and regulations of the Organization any funds not utilized for programme implementation.

Prospects for the forty-eighth session of the ICE

12. Given that the Council's Working Group, meeting in parallel, is responsible for the preparation of the forty-eighth session of the ICE (WG/ICE), it was decided to hold a joint session with it (which took place on Tuesday morning, 23 January) to discuss the matter of the Conference's financing. The combined conclusions and recommendations on this point addressed to the Council are included in the

Report of the WG/ICE, and will be discussed as item 7 of the Agenda on the afternoon of Thursday 25 January.

7. Polish stamps

Preliminary Remarks:

The philatelic agency contacted by the IBE has explicitly requested, for legitimate commercial reasons, that the strictest confidentiality be respected with regards to the conditions of sale. As the Report of the Administrative Group will be available on the internet, the corresponding elements have thus been removed from the document. The complete report is recorded in the IBE archives.

13. The Director a.i. presented the present situation concerning the Polish stamps held by the IBE since 1946. At that time, the Government of Poland had decided, in the same way as other States, to issue “IBE stamps” (three series and blocks of three stamps), with a price supplement intended to finance the IBE’s activities. However, for unknown reasons, the IBE never placed these stamps on sale and simply kept the stock, at first on its own premises and, since 1984, in a safe at the Union of Swiss Banks (UBS) in Geneva (annual rent: CHF2,500). In 1996, the Director of the IBE investigated ways of selling these stamps but, for various reasons, was unable to do so. During the audit of the IBE conducted by IOS in 2002, the auditors recommended to the IBE to resolve this matter once and for all and advised it, especially, to contract a professional to give an estimate of the value of the stamps and to envisage selling them so as to finance the IBE’s priority activities. The auditors also recommended that, if the sale did not take place, to include these stamps in the inventory of the IBE’s possessions.

14. Over recent months, after being advised by some well-informed philatelists, it seems that the only possible and viable solution was to give a well-known international philatelic agency the task of looking into the potential market and to try to obtain the best offers.

15. In the study report recently passed to the IBE, these specialists reached the conclusion that it would be very difficult to sell them, first because of the limited interest in Polish stamps among philatelists and, secondly, due to the stock that the IBE possesses.

16. Four major dealers at the international level were contacted and the best offer was retained.

17. After a detailed examination of the possible alternatives and the great risk of further hesitation, the Administrative Group reached the conclusion that it is desirable to conclude this sale rapidly. It therefore proposes to the Council to authorize the Director of the IBE to proceed in this direction. The Council may also envisage suggesting to Member States, for instance at the time of the ICE, to issue “IBE stamps”, in the same way as Poland, so as to make it more widely known and also to mobilize extra resources for its activities.

Draft Programme and Budget for 2008 – 2009 (34 C/5)

18. The Director a.i. presented the preliminary draft Resolution concerning the IBE to be submitted to the thirty-fourth General Conference. This document already had to be sent to the ED Sector in December, obviously subject to the modifications that the IBE Council may subsequently wish to make to it. The Director a.i. also presented, in the form of comparative tables, the forecast concerning the contribution to the IBE from UNESCO’s regular budget. It is clear from these tables that, for three of the four potential scenarios, there are extremely serious consequences for the institutional operation of the IBE and even its survival.

19. During the discussion, the members of the Administrative Group expressed their surprise and their difficulty in understanding the reasons that led the Education Sector to put forward such figures. Indeed, it seems irrational that the IBE (and the other institutes) should be severely penalized while

they represent very important elements for implementing the decentralization policy underlying the entire reform of the Education Sector. In conclusion, the Administrative Group recommends to the Council that a very clear signal is addressed to the ADG/ED so that the IBE is not asphyxiated by the measures foreseen and that the principle of equality be respected in the distribution of resources corresponding to the various scenarios. The Administrative Group also recommends that, if necessary, the members of the Council should intervene in this same way within the other bodies of UNESCO (CEX and, if necessary, the General Conference).

Any other business

20. None

Close of work

21. The Director a.i. and the representative of Switzerland warmly thanked the chairman for having accepted this task and for having carried it out with considerable professionalism, the chairman closed proceedings at 1 p.m., thanking all the members for their excellent work.