

# WIPO



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**WORLD INTELLECTUAL PROPERTY ORGANIZATION**

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## **WIPO COORDINATION COMMITTEE**

### **Forty-First (13th Extraordinary) Session Geneva, July 6 and 7, 1998**

#### ADVICE ON APPOINTMENTS TO POSTS AT GRADE D.1

*Document prepared by the Director General of WIPO*

1. Regulation 4.8(a) of the WIPO Staff Regulations and Staff Rules provides that “Staff members shall be appointed by the Director General; however, appointments to posts in the special category (grades D.1 and D.2) shall be made taking into account the advice of the Coordination Committee.”
2. The Director General intends, if the Coordination Committee agrees, to appoint four staff members to grade D.1. The four staff members in question occupy key positions in the Secretariat. The duties and responsibilities of each position correspond to those for which the grade of Director is appropriate. A description of the duties of each position and brief biographical details of the staff members who occupy the positions and who are proposed for promotion to grade D.1 are set out in the following paragraphs.

#### Controller

3. The Controller has the responsibilities set forth in the WIPO Financial Rules and Regulations to ensure the cost-effective use of resources through an efficient financial administration. As Head of the Office of Internal Oversight and Productivity, he is responsible for strengthening WIPO’s internal control system, for establishing transparency and accountability in the program planning and budget implementation and for enhancing efficiency and productivity. He represents WIPO at the United Nations inter-agency meetings concerned

with finance and budget questions, such as the Consultative Committee on Administrative Questions (Financial and Budgetary Questions).

4. The post of Controller is occupied by Mr. Joachim Bilger, whom the Director General intends, if the Coordination Committee agrees, to promote to grade D.1.

5. Mr. Joachim Bilger, a national of Germany, joined the Organization in December 1993, as Head, Budget Section, and Deputy to the Controller. In October 1996, he was appointed Acting Controller, in addition to Head, Budget Section, and in November 1997, Controller and Head, Office of Internal Oversight and Productivity. He played a pivotal role in the design of the new strategic and result-oriented WIPO program and budget system. Before joining WIPO, Mr. Bilger served for three years as Program Officer, Office of the United Nations High Commissioner for Refugees (UNHCR), Pakistan, and then for eleven years in the United Nations Secretariat, New York, in various positions in the administration and management of the United Nations Secretariat, New York, including Associate Secretary, Joint Appeals Board, Legal Officer, Office of Human Resources Management, Assistant to the Under Secretary-General for Administration and Management, Assistant to the Special Representative of the Secretary General, United Nations Transition Assistance Group, Namibia, and Senior Administrative Management Officer, Advisory Committee on Administrative and Budgetary Questions. Mr. Bilger is a graduate in Law from the University of Tuebingen, has a Magister and post-graduate diplomas in Political Science from the University of Paris-Sorbonne and in International Relations, Management and European Studies from the European Institute of Advanced International Studies, and a Certificate from the University of Cambridge, United Kingdom.

#### Director, Human Resources Management Division

6. The Human Resources Management Division is responsible for the creation, implementation and supervision of human resource management programs, policies and procedures within WIPO. The Director coordinates a wide range of activities carried out within six sections of the Division ranging from engagements and retention of staff, staff training and development, administration of benefits and entitlements, job classification and development of policies, management of social security coverage, social services and medical services and health related programs. In addition, the Director acts as a focal point for relations with the United Nations common system on personnel policies and practices. In that capacity, he represents WIPO at meetings of various inter-organization coordination bodies such as the Consultative Committee on Administrative Questions (CCAQ) and the International Civil Service Commission (ICSC).

7. The post of Acting Director, Human Resources Division, is occupied by Mr. Herman Ntchatcho, whom the Director General intends, if the Coordination Committee agrees, to promote to grade D.1.

8. Mr. Herman Ntchatcho, a national of Cameroon, joined the Organization in May 1991 as Senior Program Officer, and subsequently Senior Counsellor, in the Bureau for Development Cooperation and External Relations for Africa. He also served as Senior Counsellor in the Office of Strategic Planning and Policy Development before joining, at the end of 1997, the Human Resources Management Division as Deputy Director. His present position is that of

Acting Director of that Division. Mr. Ntchatcho first studied law at the University of Paris I obtaining a diplôme d'études approfondies (DEA) in international economic law and a masters and bachelor degree in law. He further studied at New York University, where he obtained an LL.M. in international legal studies, and at Harvard University, where he received a master of public administration (management and public policy) at the Kennedy School of Government, and a certificate in management development at the Harvard Institute for International Development. Mr. Ntchatcho worked in the Office of Legal Affairs, United Nations (New York, 1983). He joined the United Nations High Commission for Refugees (UNHCR) and served in various capacities in Geneva and in several field offices, including Zambia, Democratic Republic of Congo, Côte d'Ivoire, Namibia, as well as the liaison office at the United Nations, New York.

#### Director, Information Technology Division

9. The Director of the Information Technology Division is responsible for the coordination and supervision of information technology policy and operations within the Secretariat, including all network services, text processing, electronic messaging and Internet access. The Director will also have the role of overall coordination of information technology projects in relation to the Madrid system, the PCT and the proposed WIPO global information network.

10. Mr. Inayet Syed has been appointed to the post of Acting Director, Information Technology Division. The Director General intends, if the Coordination Committee agrees, to promote Mr. Syed to grade D.1.

11. Mr. Inayet Syed, a national of Canada, will join the Organization on June 15, 1998. His academic background includes a Bachelor of Computer Science degree followed by post-graduate studies in advanced computer science, both from Montreal, Canada. He has extensive professional experience that covers the technical as well as the management aspects of information technology projects and services. He has worked for private companies in Canada in projects ranging from systems software, database management systems, application development to networking of branch offices for enterprises. His work in Saudi Arabia involved the computerization of the country's 4th five-year development plan, which included setting up data exchange mechanisms between the various ministries and establishing a system for planning and macro-economic projections. For the last twelve years he has been working for the International Telecommunication Union (ITU). There, he has managed the development of large information systems and established electronic information exchange facilities with notifying member administrations around the world. As Head of the Information Exchange Division at ITU he has coordinated and directed the work of the Division and is responsible for the strategy, planning and development of the ITU's Internet-based services and technologies, which are at the core of key ITU activities. Some of the major services include corporate messaging (e-mail), ITU's web servers, web-publishing mechanisms for information providers across the Organization, development of a suite of collaborative authoring tools for member administrations and member companies to facilitate information exchange with ITU, real-time electronic commerce applications for ITU products and services, Internet Broadcasting Service for remote participation in ITU conferences and meetings and support for ITU's Virtual Training Center. He was also responsible for management of outside consultants and for outsourcing project work to local and international companies.

Director, Non-Governmental Affairs, Office of Legal and Organization Affairs

12. The Director, Non-Governmental Affairs, Office of Legal and Organization Affairs, coordinates and directs the relations between WIPO and the non-governmental sector, especially in the context of the Industry Advisory Commission. He also has responsibilities under the direction of the Legal Counsel in relation to several other areas of the work of the Office of Legal and Organization Affairs, including staff grievances and review of the Organization's contracts policy and contractual undertakings.

13. Mr. Richard Wilder is at present Senior Counsellor in the Office of Legal and Organization Affairs and in that capacity is discharging the duties and responsibilities of the post of Director, Non-Governmental Affairs. The Director General intends, if the Coordination Committee agrees, to promote Mr. Wilder to grade D.1.

14. Mr. Richard Wilder, a national of the United States of America, re-joined WIPO in January 1998, having previously served as Senior Legal Officer in the Industrial Property Division from 1989 to 1991. Previously, he served as attorney-advisor in the Office of Legislative and International Affairs in the United States Patent and Trademark Office. Mr. Wilder has worked as a patent attorney in private and corporate practice in the United States of America and taught law (intellectual property and torts) at the University of Malaya in Kuala Lumpur, Malaysia. Prior to his career in law, Mr. Wilder practiced as an engineer in the field of electrical power generation. He has a degree in Mechanical Engineering from the University of Washington, Seattle, and a Juris Doctorate degree from the Franklin Pierce Law Center, Concord, New Hampshire.

*15. The WIPO Coordination Committee is invited to advise the Director General in respect of the intended promotions referred to in paragraphs 4, 7, 10 and 13, above.*

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