

WIPO



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WORLD INTELLECTUAL PROPERTY ORGANIZATION
GENEVA

ASSEMBLIES OF THE MEMBER STATES OF WIPO

Forty-Sixth Series of Meetings Geneva, December 12, 2008

SUMMARY OF RECOMMENDATIONS MADE BY THE PROGRAM AND BUDGET COMMITTEE AT ITS THIRTEENTH SESSION HELD ON DECEMBER 10 AND 11, 2008

prepared by the Secretariat

1. In order to assist the Member States in the decision-making process in respect of the Program and Budget Committee (PBC) documents submitted to the forty-sixth session of the Assemblies, the present document records recommendations made by the PBC at its thirteenth session (10 and 11 December, 2008) following its consideration of the agenda items and the corresponding documents listed below (see the attached agenda of the session, document WO/PBC13/1).

2. The full report containing the summary of the discussions as well as the decisions and recommendations adopted by the thirteenth session of the PBC will be produced in due course, in accordance with the practice agreed by the PBC at its tenth session in June 2006 (see paragraph 5 of document WO/PBC/10/5 and Annex II of document A/42/9).

AGENDA ITEM 4

3. Financial Management Report For the 2006-2007 Biennium; Arrears in Contributions as of October 10, 2008
(publication FMR/2006-2007 and document WO/PBC/13/2).

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to

“(i) approve the 2006-2007 Financial Management Report (publication FMR/2006-2007); and

“(ii) take note of the status of the payment of contributions on October 10, 2008 (section II of document WO/PBC/13/2).”

AGENDA ITEM 5

4. External Auditor’s Reports

New Construction

(document WO/PBC/13/8)

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to take note of document WO/PBC/13/8 and its Appendix (Evaluation Report of the External Auditor on the New Administrative Building and Additional Storage Construction Project – Follow-Up to the 2007 Audit).”

Inventories

(document WO/PBC/13/9)

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to take note of the External Auditor’s Report entitled Audit of Inventory Management Performance 2006-2007 Biennium and of the information contained in document WO/PBC/13/9.”

AGENDA ITEM 6

5. Briefing by the Chair of the Audit Committee on the tenth and eleventh sessions of the Audit Committee

(oral presentation)

“The Program and Budget Committee took note of the statement made by the Chair of the WIPO Audit Committee and recommends to the Assemblies of the Member States of WIPO to:

“(i) renew the mandate of the members of the Audit Committee until January 2010; and

“(ii) review the process of rotation and the size of the Audit Committee, with a view to agreeing relevant changes at their 2009 session; and

“(iii) request the Audit Committee to oversee the progress of the Strategic Realignment Program (SRP) and the implementation of the Desk-to-Desk study within the framework of that Program (SRP).”

AGENDA ITEM 7

6. Program Performance Report for 2006-2007

(documents: WO/PBC/13/3

WO/PBC/13(a) "Summary Performance Report for 2006-2007" and

WO/PBC/13(b) "Individual Program Performance Reports for 2006-2007").

"The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, the approval of the Program Performance Report for 2006-2007 as contained in documents WO/PBC/13/3, WO/PBC/13/3(a) and WO/PBC/13/3(b)."

AGENDA ITEM 8

7. Report of the Internal Auditor

(oral presentation)

"The Program and Budget Committee took note of the statement made by the Internal Auditor."

AGENDA ITEM 9

8. Revised Program and Budget for the 2008/09 Biennium

(document WO/PBC/13/4) *

"The Program and Budget Committee recommends to the Assemblies of WIPO Member States and of the Unions, each as far as it is concerned, the adoption of the Revised Program and Budget for the 2008/09 biennium proposed in document WO/PBC/13/4, as modified by the discussions:

(a) change the language for Strategic Goal VI, Program 17;

(b) delete the word "sustainable" from the title of Strategic Goal III;

(c) Program 1: amend performance indicators;

(d) Program 17: add Program 4 under program links;

(e) remove reference to Development Agenda recommendation 20 from the Development Agenda Links under Program 4;

(f) add reference to the General Assembly decision on the five Development Agenda recommendations in paragraph 42 of document WO/PBC/13/4;

(g) the amount of 4.6 million Swiss francs will be allocated (to be reflected in Annex II of document WO/PBC/13/4) for the implementation of the five

* Please refer to Annex II of the present document in respect of points (g) and (h) under this item.

recommendations of the Development Agenda (2, 5, 8, 9 and 10) to provide up to 8 million Swiss francs for the same; and

(h) the amount of 1 million Swiss francs to be allocated to the continuing activities of WIPO Academy from the PCT System.”

AGENDA ITEM 10

9. Progress Report on the New Construction Project
(document WO/PBC/13/5)

“The Program and Budget Committee took note of the information contained in document WO/PBC/13/5.”

AGENDA ITEM 11

10. Proposed Utilization of Available Reserves
(document WO/PBC/13/6)

“The Program and Budget Committee took note of the information contained in document WO/PBC/13/6.”

(a) Proposal to Upgrade the Safety and Security Standards for the Existing WIPO Buildings
(document WO/PBC/13/6(a))

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to:

“(i) approve the proposal to upgrade the safety and security standards, as set out in Annex I of document WO/PBC/13/6(a); and

“(ii) approve the appropriation of 1,000,000 Swiss francs in 2009 and of 6,600,000 Swiss francs in the 2010-2011 period (making a total of 7,600,000 Swiss francs) for this purpose from the reserves, to be available to be utilized, with the balances carried forward from one biennium to the next, for the envisaged duration of the project, as set out in paragraphs 8 and 9 of document WO/PBC/13/6(a).”

(b) Updated and Consolidated Budget and Financing for the New Construction Project
(document WO/PBC/13/6(b))

“The Program and Budget Committee recommends to the Assemblies of the Member States and of the Unions, each as far as it is concerned, to:

“(i) approve the updated and consolidated budget for the new construction project as set in the Annex to document WO/PBC/13/6(b);

“(ii) authorize the use of an amount of 20,000,000 Swiss francs, from the WIPO reserves; and

“(iii) authorize the Secretariat, to use, if and when necessary, the existing option to extend the bank loan within the contractual limit of 16,000,000 Swiss francs to finance the “Contingency Provision for Miscellaneous and Unforeseen” and the “Construction Phase Modifications”.”

(c) Proposal for a New Conference Hall
(document WO/PBC/13/6(c))

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to:

“(i) approve the appropriation of 4.2 million Swiss francs from the WIPO reserves, in 2009, to pay for the commissioning of a complete architectural and technical dossier for a new conference hall project which will be presented to the Member States for consideration and decision in September 2009, (“Phase One”) as described in paragraphs 46 to 48 of document WO/PBC/13/6(c);

“(ii) request the Secretariat to further explore the possibilities of reducing the cost of the said dossier to the extent possible; and

“(iii) approve the proposal to examine the complete architectural and technical dossier for a new conference hall project, and the proposed detailed financing, in September 2009 and to decide thereon in September 2009, (“Phase Two”) as described in paragraphs 48 to 53 of the said document.”

d) Proposal for the Implementation of IT Modules to Establish Compliance with the New Financial Regulations and Rules and IPSAS: (Procurement, Asset Management and Other System Requirements for IPSAS Compliance)
(document WO/PBC/13/6(d))

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to:

“(i) approve the proposal to implement the IT modules and system modifications required for compliance with IPSAS and the FRR, as set out in the Annex of document WO/PBC/13/6(d); and

“(ii) approve the appropriation of a total of 4,200,000 Swiss francs for this purpose from the reserves, to be available to be utilized, with the balances carried forward from one biennium to the next, for the envisaged duration of the project, as set out in paragraph 9 of the said document.”

AGENDA ITEM 12

11. Mechanism to Further Involve Member States in the Preparation and Follow Up of the Program and Budget

(document WO/PBC/13/7)

“The Program and Budget Committee recommends to the Assemblies of the Member States of WIPO and of the Unions, each as far as it is concerned, to:

“(i) take note of the progress and implementation of the New Mechanism as described in paragraphs 2 to 8 of document WO/PBC/13/7;

“(ii) take note of the indicative timelines contained in paragraph 13 of document WO/PBC/13/7 in respect of the process for the presentation of the Medium-Term Strategic Plan for 2010-15 and the Program and Budget for the 2010/11 biennium; and

“(iii) request the Secretariat to include in the said timelines the distribution by mid-February 2009 of a Circular Letter and Questionnaire to Member States, inviting their contributions on the priorities for the Program and Budget for the 2010/11 biennium.”

[Annexes follow]

WIPO



WO/PBC/13/1

ORIGINAL: English

DATE: December 10, 2008

WORLD INTELLECTUAL PROPERTY ORGANIZATION
GENEVA

PROGRAM AND BUDGET COMMITTEE

Thirteenth Session
Geneva, December 10 and 11, 2008

AGENDA

adopted by the Program and Budget Committee

1. Opening of the session
2. Election of the Chair and two vice-Chairs of the Program and Budget Committee
3. Adoption of the agenda
See the present document.
4. Financial Management Report for the 2006-2007 Biennium; Arrears in Contributions as of October 10, 2008
See publication FMR/2006-2007 and document WO/PBC/13/2.
5. External Auditor's Reports

New Construction
See document WO/PBC/13/8.

Inventories
See document WO/PBC/13/9.

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6. Briefing by the Chair of the Audit Committee on the tenth and eleventh sessions of the Audit Committee
(oral presentation)
7. Program Performance Report for 2006-2007
See document WO/PBC/13/3.

Summary Performance Report for 2006-2007
See document WO/PBC/13/3(a).

Individual Program Performance Reports for 2006-2007
See document WO/PBC/13/3(b).
8. Report of the Internal Auditor
(oral presentation)
9. Revised Program and Budget for the 2008/09 Biennium
See document WO/PBC/13/4.
10. Progress Report on the New Construction Project
See document WO/PBC/13/5.
11. Proposed Utilization of Available Reserves
See document WO/PBC/13/6.

Proposal to Upgrade the Safety and Security Standards for the Existing WIPO Buildings
See document WO/PBC/13/6(a).

Updated and Consolidated Budget and Financing for the New Construction Project
See document WO/PBC/13/6(b).

Proposal for a New Conference Hall
See document WO/PBC/13/6(c).

Proposal for the Implementation of IT Modules to Establish Compliance with the New Financial Regulations and Rules and IPSAS: (Procurement, Asset Management and Other System Requirements for IPSAS Compliance)
See document WO/PBC/13/6(d).
12. Mechanism to Further Involve Member States in the Preparation and Follow Up of the Program and Budget
See document WO/PBC/13/7.
13. Adoption of the report
14. Closing of the session

[Annex II follows]

ANNEX II

ANNEX II/Rev. 1 (of document WO/PBC/13/4)

2008/09 Revised Budget by Object of Expenditure
(in thousands of Swiss francs)

	2006/07 Actuals	2008/09 Proposed Budget	2008/09 Approved Budget	2008/09 Revised Budget	Difference Revised vs. Approved Budget	
					Amount	%
A. Personnel Resources						
Posts	313,246	336,651	336,651	335,222	(1,428)	-0.4%
Short-term Employees	46,960	52,782	52,782	48,293	(4,489)	-8.5%
Consultants	10,584	10,321	10,321	10,545	224	2.2%
Special Service Agreements	5,345	7,032	7,032	6,159	(873)	-12.4%
Interns				439	439	
Sub-Total A	376,135	406,785	406,785	400,658	(6,127)	-1.5%
Unallocated		7,243	4,851	4,878 *	26	0.5%
Total A	376,135	414,028	411,637	405,536	(6,101)	-1.5%
B. Non-personnel Resources						
<i>Travel and Fellowships</i>						
Staff Missions	14,294	13,852	13,852	14,237	385	2.8%
Third-party Travel	17,323	26,890	26,890	24,956	(1,934)	-7.2%
Fellowships	3,256	5,427	5,427	3,601	(1,826)	-33.7%
<i>Contractual Services</i>						
Conferences	4,532	6,565	6,565	6,474	(91)	-1.4%
Experts' Honoraria	1,626	3,517	3,517	3,721	204	5.8%
Publishing	493	2,341	2,341	1,501	(840)	-35.9%
Other	44,779	67,335	67,335	84,046	16,712	24.8%
<i>Operating Expenses</i>						
Premises & Maintenance	51,829	62,003	60,522	54,614	(5,908)	-9.8%
Communication & Other	11,170	9,508	9,508	12,341	2,834	29.8%
<i>Equipment and Supplies</i>						
Furniture & Equipment	2,902	5,579	5,579	6,349	770	13.8%
Supplies & Materials	4,276	7,936	7,936	8,719	782	9.9%
Sub-Total B	156,480	210,952	209,471	220,558	11,087	5.3%
Unallocated		5,239	5,239	2,306*	(2,934)	-56.0%
Total B	156,480	216,191	214,710	222,864	8,154	3.8%
TOTAL	532,615	630,219	626,347	628,400	2,053	0.3%

* The amount of 4.6 million will be allocated from these items (Unallocated) for the implementation of five Development Agenda recommendations (2, 5, 8, 9 and 10).

	2008/09 Restated Approved Budget			2008/09 Revised Budget			Difference Revised vs. Approved Budget			
	Personnel Resources	Non-Personnel Resources	Total	Personnel Resources	Non-Personnel Resources	Total	Personnel Resources	Non-Personnel Resources	Total	%
I	Balanced Evolution of the International Normative Framework for IP									
1	5,294	2,023	7,317	5,202	1,938	7,140	(92)	(85)	(177)	-2.4%
2	1,609	2,273	3,882	1,989	1,814	3,803	380	(459)	(79)	-2.0%
3	9,178	3,397	12,575	10,176	3,275	13,450	998	(123)	875	7.0%
4	3,458	2,594	6,052	3,999	3,120	7,118	540	526	1,066	17.6%
	19,539	10,287	29,826	21,365	10,146	31,511	1,826	(141)	1,685	5.7%
II	Provision of Premier Global IP Services									
5	136,148	46,350	182,498	125,046	56,356	181,402	(11,102)	10,006	(1,096)	-0.6%
6	49,138	11,035	60,173	46,394	14,786	61,180	(2,744)	3,755	1,007	1.7%
7	5,861	2,175	8,036	7,632	1,302	8,934	1,771	(873)	899	11.2%
	191,147	59,560	250,707	179,073	72,444	251,517	(12,075)	12,884	809	0.3%
III	Facilitating the Use of IP for Development									
8	3,075	2,312	5,387	3,102	2,312	5,414	27	-	27	0.5%
9	27,174	19,201	46,375	28,854	19,206	48,060	1,680	4	1,685	3.6%
10	3,560	1,884	5,444	3,381	2,224	5,604	(179)	340	160	2.9%
11	2,734	4,611	7,345	3,247	5,612	8,859	513	1,001	1,514	20.6%
	36,542	28,008	64,550	38,584	29,353	67,937	2,042	1,345	3,387	5.2%
IV	Coordination and Development of Global IP Infrastructure									
12	1,078	123	1,201	536	388	924	(542)	265	(277)	-23.1%
13	6,176	1,081	7,257	6,483	1,588	8,071	306	507	813	11.2%
14	2,333	1,200	3,533	4,511	2,367	6,878	2,179	1,167	3,345	94.7%
15	2,836	1,959	4,795	3,324	2,110	5,435	488	151	639	13.3%
	12,423	4,363	16,786	14,855	6,453	21,307	2,431	2,089	4,521	26.9%
V	World Reference Source for IP Information and Analysis									
16	-	-	-	1,285	301	1,586	1,285	301	1,586	n/a
	-	-	-	1,285	301	1,586	1,285	301	1,586	n/a
VI	International Cooperation on Building Respect for IP									
17	2,443	878	3,321	2,016	906	2,922	(426)	28	(399)	-12.0%
	2,443	878	3,321	2,016	906	2,922	(426)	28	(399)	-12.0%
VII	Addressing IP in Relation to Global Policy Issues									
18	420	260	680	989	466	1,455	570	206	776	114.1%
	420	260	680	989	466	1,455	570	206	776	114.1%
VIII	Responsive Communications Interface between WIPO, its Member States and All Stakeholders									
19	11,209	1,758	12,967	11,335	1,845	13,179	125	87	212	1.6%
20	7,235	2,230	9,465	7,238	2,406	9,644	3	176	179	1.9%
	18,444	3,988	22,432	18,572	4,251	22,823	128	263	391	1.7%
IX	Efficient Administrative and Financial Support Structure									
21	10,527	1,014	11,541	11,209	2,312	13,520	681	1,298	1,979	17.1%
22	15,710	1,551	17,261	15,657	1,635	17,292	(53)	84	31	0.2%
23	15,171	4,096	19,267	15,291	3,506	18,797	120	(590)	(470)	-2.4%
24	17,692	40,830	58,521	19,431	38,564	57,995	1,740	(2,266)	(526)	-0.9%
25	20,288	22,950	43,238	21,266	25,317	46,583	978	2,367	3,345	7.7%
26	2,704	718	3,422	2,539	718	3,257	(165)	-	(165)	-4.8%
27	31,617	12,217	43,833	30,847	9,834	40,681	(769)	(2,383)	(3,152)	-7.2%
28	3,129	6,428	9,556	2,676	7,296	9,972	(453)	868	415	4.3%
29	361	6,378	6,739	382	4,548	4,930	21	(1,830)	(1,809)	-26.8%
	117,198	96,181	213,379	119,297	93,730	213,027	2,099	(2,451)	(352)	-0.2%
	8,629	5,946	14,575	4,622	2,509	7,130	(4,008)	(3,437)	(7,445)	-51.1%
Total	406,785	209,471	616,256	400,658	220,558	621,216	(6,127)	11,087	4,960	0.8%
Unallocated	4,851	5,239	10,091	4,878	2,306	7,184*	26	(2,934)	(2,907)	-28.8%
GRAND TOTAL	411,637	214,710	626,347	405,536	222,864	628,400	(6,101)	8,154	2,053	0.3%

* The amount of 4.6 million will be allocated from this item (Unallocated) for the implementation of five Development Agenda recommendations (2, 5, 8, 9 and 10).