United Nations Nations Unies

INTEROFFICE MEMORANDUM MEMORANDUM INTERIEUR

DATE: 26 February 2015

TO: Members of the Management Committee (MC)
A:

REFERENCE:

FROM: Susana Malcorra
DE: Chef de Cabinet

SUBJECT: **Decisions of the MC meeting of 19 February 2015**
OBJET:

Actions:
The MC decided as follows:

N°	Decisions	Responsible Dep't/Office	Due date
02/19/2015/1	**On Documents Management**		
	(i) All author Departments/Offices should ensure that all documents submitted to DGACM for processing are in word format. PDF versions will *not* be accepted.	**All Departments/ Offices**	February 2015
	(ii) Departments/Offices which do not comply with the agreed submission dates and/or word limits could have their reports moved to the end of the waiting list.	**All Departments/ Offices & DGACM**	
	(iii) DGACM & OPPBA should report back to the MC on their efforts to develop a feasible charge-back mechanism.	**DGACM & OPPBA**	April 2015
02/19/2015/2	**Global Service Delivery model (GSDM)** DM should provide regular updates to the MC on the development of the new GSDM, including the key elements of the Secretary-General's proposals to the 70th session of the General Assembly	**DM**	On-going
02/19/2015/3	**On the Review of 2014 performance for HR strategic indicators and implementation of the Policy Committee decisions on the status of women** To remain seized of the issues arising from the 2014 review of performance and status of women in the Secretariat. DM/OHRM should update the MC on the holistic Secretariat-wide strategy to improve gender representation	**DM/OHRM**	On-going

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