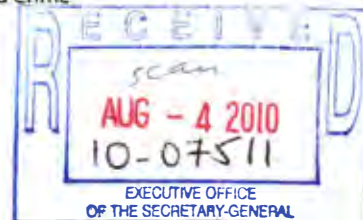


RR action 09/08/10

UNOV



4 August 2010

Dear Deputy Secretary-General,

On behalf of Mr. Antonio Maria Costa, I have the honour to refer to your letters of 8 June 2010 regarding the review of the performance of Senior Managers against the targets included in the 2009 Senior Managers' Compacts and Human Resources Action Plans, including accomplishments and shortcomings identified in the performance of the United Nations Office at Vienna (UNOV) and the United Nations Office on Drugs and Crime (UNODC).

I would like to thank you for highlighting the accomplishments in the work of UNOV and UNODC and to reassure you that the two offices will continue to work on fostering the mentioned and new areas in the future.

As for the shortcomings, I have the honour to attach the plan of action to address areas of weakness under the 2009 Senior Managers' Compact and Human Resources Action Plans for UNOV and UNODC. I am hopeful that the plan of action provides sufficient explanations as to how UNOV and UNODC will address the identified limitations. However, should you require any further information, UNOV and UNODC would be ready to provide it.

Yours sincerely,

Roberto Arbitrio  
Chief

Office of the Director-General of UNOV/  
Office of the Executive Director of UNODC

Ms. Asha-Rose Migiro  
Deputy Secretary-General  
United Nations  
New York





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Office of the Director-General of UNOV/  
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Ms. Asha-Rose Migiro  
Deputy Secretary-General  
United Nations  
New York

**Plan of action to address areas of weakness under the 2009 Senior Managers' Compact and Human Resources Action Plans for UNOV and UNODC.**

General

Areas of weakness and the following plan of action will be shared and discussed at the highest level of management of UNODC/UNOV; i.e. the Executive Committee (chaired by the Executive Director/Director-General, and comprising all Directors from the two offices).

Areas applicable to both UNODC and UNOV

1. Compliance with financial disclosure requirements:

- In consultation with the Ethics Office, clear guidelines will be established with specific criteria for the determination of financial disclosure requirements in respect of relevant staff.
- Based on the above agreed guidelines, a list of staff required to disclose their finances will be established. Staff concerned will be informally advised in advance of the official filing period to ensure their preparedness, including any necessary training and consultations.
- Appropriate follow-up communications/reminders will be issued as submission deadline comes closer.

2. Timely implementation of oversight body recommendations:

- The planning, monitoring and ownership of the implementation of oversight body recommendations accepted by UNODC/UNOV will be elevated to the highest level of management, i.e. the Executive Committee. Specific divisions or organizational units in charge of implementation of each recommendation including focal points will be identified with specific implementation deadlines. Progress of such implementation will be monitored regularly, and appropriate action taken as and when necessary.

3. Updating IMDIS with performance data for the biennium:

- As soon as the programme budget is approved, programme managers responsible for each subprogramme and the respective focal points will be reminded of their responsibility to update performance data in IMDIS for the biennium on a timely basis. During the course of the biennium, regular monitoring will be conducted. Appropriate follow-up communications/reminders of timeline will be issued during the preparation of the programme performance report.

Area applicable to UNODC only

Timely response to requests for administrative review

In fact, UNODC fully met the target established in the compact in respect of timely responses to requests for administrative review. At least on two previous occasions, we have provided the correct data input to the relevant focal point at Headquarters. The fact that, subsequently, the data has not been properly amended is a matter beyond our control and unfortunately and incorrectly led to the inclusion of this target as an area requiring improvement.

Area applicable to UNOV only

Compliance with mandatory training by staff

It is not clear what the basis for this request is, given that UNOV has very high compliance rates with mandatory training (Training budget used during the cycle: 100%; staff completing Integrity Awareness Programme: 85%; participation in Ethics Workshop 81% which exceeded the target; staff completing Prevention of Harassment and Abuse of Authority Programme: 96%; staff completing Management Development Programme 58%, only two percent below the target; participation in Leadership Development Programme: 75%, target met; eligible staff completing Competency-based Interviewing Programme: 81%, nine percent below target). As shown under the HRAP on the second page of the letter from the DSG, UNOV has been commended on staff development and training.



Carolyn Nwe/NY/UNO

05/08/2010 11:07 AM

To SGCentral/NY/UNO@UNHQ

cc Yulya Vanetik/NY/UNO@UNHQ, Isabel  
Deza/NY/UNO@UNHQ

bcc

Subject Fw: Review of Performance of Senior Managers

Dear Central,

Please see attached for login.

thank you.

Carolyn

---

Carolyn Nwe  
Office of the Deputy Secretary-General  
United Nations Headquarters  
Room: NL-3003-D  
Ph: (917) 367 2748  
Fax: (212) 963 8845  
Email: nwe@un.org

----- Forwarded by Carolyn Nwe/NY/UNO on 05/08/2010 11:06 AM -----

From: Asha-Rose Migiro/NY/UNO  
To: Carolyn Nwe/NY/UNO@UNHQ  
Cc: Rajiv Ramlal/NY/UNO@UNHQ, Pio Smith/NY/UNO@UNHQ  
Date: 05/08/2010 11:02 AM  
Subject: Fw: Review of Performance of Senior Managers  
Sent by: Itai Madamombe

Carolyn please have logged.

Rajiv for your kind attention.

Itai

----- Forwarded by Itai Madamombe/NY/UNO on 05/08/2010 10:59 AM -----

## **Review of Performance of Senior Managers**

Antonio Maria COSTA to: Asha-Rose Migiro

05/08/2010 09:41 AM

Sent by: Linda MOS-DUHR@UNOV

This message is digitally signed.

Dear Deputy Secretary-General,

Please find attached a letter in response to your letters of 8 July 2010.

With kind regards,

Antonio Maria Costa



Scan001.PDF