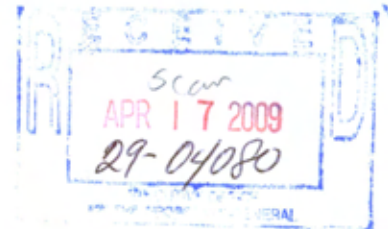


DM
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Note to Mr. Nambiar

Senior Manager's Compact 2009 for UNON

Please find attached the senior manager's compact for UNON for 2009, as signed by Mr. Achim Steiner. You will recall that the UNON compact was not signed at the signing ceremony held in February 2009, because Mr. Steiner had not yet been named Director-General. I am writing to request that you please have the Secretary-General sign this compact and return it to my office.

Angela Kane

Angela Kane
16 April 2009

CdC		SG	
For SG's approval	<input type="checkbox"/>	Approved	<input checked="" type="checkbox"/> <i>76</i>
For SG's attention	<input type="checkbox"/>	Noted	<input type="checkbox"/>
For SG's information	<input type="checkbox"/>	Seen	<input type="checkbox"/>
For SG's signature	<input checked="" type="checkbox"/> <i>6</i>	Signed	<input type="checkbox"/>
Date	<i>28.04.09</i>	Date	
Comment (if applicable):			

09

APR 29 2009

2009 SENIOR MANAGERS COMPACT

BETWEEN the Director-General of UNON, Mr. Achim STEINER and the Secretary-General,
Mr. BAN Ki-moon

DEPARTMENT/MISSION/OFFICE: UNITED NATIONS OFFICE AT NAIROBI

A. PROGRAMME OBJECTIVES AND PERFORMANCE MEASURES

1. Senior Manager's programme priorities

The following programme objectives are set in the context of the Strategic Framework 2008-2009, the Programme Budget 2008-2009, and all other relevant resolutions.

The following represent my high priority programme objectives for the year.

Objective	Expected accomplishment	Performance measure
Address urgent space constraints in Gigiri through expansion of UNON facilities and rationalization of their current use.	<ul style="list-style-type: none">• Creation of additional temporary office space (prefabs etc) in order to improve working conditions of UNON tenants.• Continued rationalization of office space through office renovation project.• Effective management of the New Office Facility (NOF) construction project in accordance with project timelines and specifications.• Implementation of climate neutrality goals in NOF and existing buildings.	<ul style="list-style-type: none">• Existing tenants are provided with additional temporary office structures for at least 100-150 staff members.• Refurbishment of existing "new" office blocks completed by the end of 2009.• NOF project schedule is adhered to.• NOF project incorporates measures to achieve its energy neutrality to the degree possible.• Schedule for implementation of environmental management study for UNON complex is adhered to.
Optimization of UNON's delivery of services and closer alignment of existing resources with the needs and requirements of the clients.	<ul style="list-style-type: none">• A review on UNON organizational structure and alignment of resources with service needs and priorities.• Implement conclusions and recommendations of this review in order to streamline organizational	Improved service delivery confirmed through formal and informal mechanisms of feedback from clients.

	structure and optimize utilization of resources. • Continued rationalization of UNON business processes	
Improved use of ICT resources and tools to improve business processes and connectivity.	<ul style="list-style-type: none"> Continued implementation of paperless office project Ensure that UN complex is connected to the fiber optics network and benefits from the new broadband connection in Kenya 	<ul style="list-style-type: none"> Additional workflow applications implemented. Improved global connectivity for Nairobi-based UN offices.
<ul style="list-style-type: none"> Improve the effective and efficient provision of the full range of conference services (negotiation of host government agreements, meetings services, interpretation, report writing, editing, translation, text processing, graphic design, printing and reproduction, diplomatic correspondence) for meetings and conferences held at UNON conference center and elsewhere under responsibility of UNON. Special emphasis on meetings of the Governing Council and Committee of Permanent Representatives of UNEP and UN-HABITAT as well as meetings of UNEP multilateral environment agreement secretariats. Improved utilization rate of the conference facilities at UNON and increased cost-efficiency of the Division of Conference Services (DCS). 	Increased utilization rates and increased levels of satisfaction with effective and efficient conference services and further development of innovative programmes, such as ISO certification, development of a green meeting guide, the provision of an option for carbon neutral meetings, paperless meetings, virtual meetings, retreat service packages etc.	<ul style="list-style-type: none"> Utilization and vacancy rates. Financial performance of DCS under charge back system. Cost savings for clients and client satisfaction.
Improved contribution to global management of UN conference services and effective collaboration with the Department of General	Implementation of policies and strategies in line with integrated global management of DGACM, taking into consideration	Harmonization and adherence to policies and procedures and implementation of integrated conference management systems.

Assembly and Conference Management (DGACM) and counterparts in New York, Geneva and Vienna.	the specificities of the duty station.	
To promote and support OHRM policies in the implementation of the Human Resources Reform process.	<ul style="list-style-type: none"> • Further advance UNON HR process automation programme. • Support implementation of the new Talent Management System. • Support staff mobility 	<ul style="list-style-type: none"> • Positive feed-back from managers and staff members regarding rationalization of HR processes. • Timely implementation of new TMS. • Mobility targets met.
<ul style="list-style-type: none"> • To strengthen the UN Security System in Kenya. • To conduct a review of UNDSS Security resources to determine their adequacy. 	<ul style="list-style-type: none"> • Engage the United Nations Country Team (UNCT), particularly with regard to Phase Three locations, North East Kenya and North West Kenya. • Anticipated increase in the number of Professional Level Security Officers dedicated to the security needs of UN staff and family members in Kenya, with emphasis on increasing UNDSS Security Posts in critical security locations. 	<ul style="list-style-type: none"> • Improved security for UN staff operating in these areas. • A more secure environment for international staff that will assist in increasing Nairobi's attractiveness as a family duty station.
Enhance the profile and appreciation of the duty station within the UN system in order to enhance its attractiveness and competitiveness.	<ul style="list-style-type: none"> • Launch a campaign promoting a positive image of Nairobi as UN duty station. Underscore advantages and rewarding experience of assignments to UNON in Nairobi. • Pursue implementation of recommendations aimed at aligning of UNON resource base, structure and grade levels with those of its counterparts in Geneva and Vienna. 	<ul style="list-style-type: none"> • Increased interest in Nairobi as a duty station from staff currently serving in other duty stations. • Improved ability to attract and retain qualified candidates for UNON positions.
<ul style="list-style-type: none"> • To stimulate frequent and accurate press coverage of UNON and, in collaboration with country teams, the UN system as a 	<ul style="list-style-type: none"> • Increase local and regional press coverage of all UN activities (UNON and system wide); ensure increased Opinion 	<ul style="list-style-type: none"> • Increased level of frequency and accuracy of articles & Opinion Editorials published and the breadth of coverage of other activities.

<p>whole.</p> <ul style="list-style-type: none"> • Improve the profile and understanding of the Organization in Kenya and the region. 	<p>Editorials and UN generated articles in local and regional media markets.</p> <ul style="list-style-type: none"> • Regular communications to local interlocutors, mass media and the general public on the contributions of UNON and other Nairobi-based offices to the work of the Organization and benefits of the UN presence in Kenya for the host country. 	<ul style="list-style-type: none"> • Positive observations in mass media and improved perceptions of the Organization by the general public.
<p>To further enhance the Director-General's capacity as representative of the Secretary-General in Kenya and the East African region in promoting the Secretary-General's priorities and initiatives. Develop a meaningful and constructive rapport with the major governmental and non-governmental organizations and entities in the region. Re-enforce the role of UNON as the UN headquarters in Africa.</p>	<ul style="list-style-type: none"> • To establish in UNON an adequate professional capacity to deal with collection and analysis of political, developmental and socio-economic information on Kenya and East Africa. To this end negotiate with the relevant departments of UNHQ (DPA, DPKO, DESA etc) assignment of a limited number of their staff to ODG/UNON. • Strengthening of the Organization's representation in the region to enable it to play a more influential and productive role and provide effective feedback to the Secretary-General on the political, developmental and socio-economic issues. 	<ul style="list-style-type: none"> • Provision of comprehensive analysis and reports to the Secretary-General on relevant developments in Kenya and East Africa. • Maintenance of an on the ground capacity in order to respond to emerging situations expeditiously. • Improved perception of the role of the Organization in Kenya and in the region.

2. Programme budget

My programme objectives and performance measures for the year 2009 are contained in:

Document A/62/6

Section 1, Overall policy making, direction and coordination, Office of the Director-General, UNON

Section 2, General Assembly and Conference Management, Nairobi

Section 28G, Administration, Nairobi
 Section 32, Construction, alteration, improvement and major maintenance, Nairobi
 Section 33, Safety & Security, Nairobi

The detailed objectives can be found in the document(s) referred to above and are therefore not repeated here.

B. MANAGEMENT OBJECTIVES AND PERFORMANCE MEASURES

1. Human resources objectives

The human resource-related goals and targets for my Office are listed in my **Human Resources Action Plan for 2009**. The targets related to improving communication with staff, reducing vacancy rates, improving geographical distribution of staff and attaining gender parity are of highest priority.

In addition to the goals in my Human Resources Action Plan, I commit to achieve the following special objective:

Objective	Expected accomplishment	Performance measure
To improve management of departmental workforce	1. Improved workforce planning. 2. Improved succession planning. 3. Improved staff development planning.	1. Updated departmental workforce plan for 2010-2013. 2. Updated departmental succession plan for 2010-2013. 3. Updated departmental staff development plan for 2010-2013.

2. Financial management objectives

Objective	Expected accomplishment	Performance measure
To provide sound and verifiable justification for resource requirements to implement the programme mandates of the Department.	All budgetary proposals are submitted to the Controller on time.	All budgetary submissions meet established deadlines with full justification and completeness of information.
To achieve expected accomplishments of the Department's programme by effective and efficient management of resources.	Utilization of approved resources to the fullest extent.	Final expenditures deviate by less than 2% from appropriations

3. Conduct

Objective	Expected accomplishment	Performance measure
To ensure that staff declares any potential conflict of interest they may face while discharging their duties.	All staff within the department, who are subject to the financial disclosure requirements, file financial disclosures by due date.	100% compliance with financial disclosure requirements by due date.
To improve understanding of ethics among staff members in the department.	Completion of the following two mandatory training courses by all staff in the department: (1) Integrity Awareness Initiative; (2) Prevention of workplace harassment, sexual harassment and abuse of authority.	100% compliance with statutory training requirements.
To make administrative decisions consistent with delegated authority and the rules and regulations of the U.N.	Decisions made in departments are in accordance with the regulations and rules of the Organization.	Outcomes on appeals and written complaints indicate that decisions were made consistent with delegation of authority and regulations and rules.
To respond in a timely manner to staff appeals and contested administrative decisions.	Compliance with para. 32 of GA resolution A/RES/59/283, and required timeframes.	All written explanations by managers to the Department of Management are submitted within three weeks.

4. Special objectives

Objective	Expected accomplishment	Performance measure
Effective self evaluation of all programmes and subprogrammes on a regular basis.	Establishment of self evaluation capacity. Data collection procedures working effectively.	Self evaluation plans implemented. IMDIS fully updated with biennium performance data.
Timely submission of documents for consideration by the governing bodies.	Timely submission of documents to Conference Management.	90% of documents submitted to Conference Management by slot date. 90% of documents requiring OPPBA's review and approval submitted to OPPBA by deadline set by OPPBA.

5. Oversight body recommendations

Objective	Expected accomplishment	Performance measure
Implementation of oversight body recommendations that have been accepted by the department.	Appropriate timeframes established for implementation.	90% of outstanding recommendations have target dates.
	Timely implementation of recommendations.	80% of recommendations targeted for implementation during the year are implemented by the end of the year.

C. CHALLENGES AND CONSTRAINTS

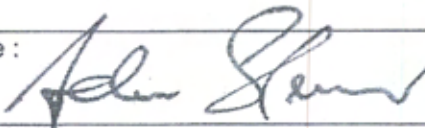
Achievement of the objectives contained in this Compact is subject to adequate resources being available. In respect of human resources objectives, while every effort will be made to attract female candidates and candidates from un- and under-represented countries, selection will, in accordance with the provisions of the Charter, be based on merit.

D. CONTRIBUTION TO THE BROADER INTERESTS OF THE UNITED NATIONS

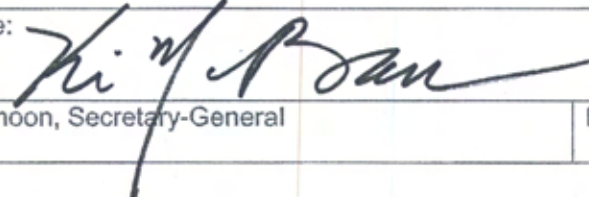
In addition to the specific objectives and accomplishments referred to above, it is understood that a key element of my responsibilities is to contribute to the broader interests of the United Nations. In this regard I will ensure that I participate fully in the shared responsibilities of senior management such as advocacy of the United Nations values and policies; promotion of the United Nations image, public diplomacy, and image-perception; support for organizational objectives such as management reform and gender mainstreaming, and that I will actively contribute to the Secretariat's decision-making and information-sharing committees.

E. SIGNATURES

I acknowledge the objectives stated above and undertake to plan, monitor and implement them as well as fully discharge my other responsibilities as a senior manager of the United Nations.

Signature : 	
Name and title: Mr. Achim STEINER, Director-General of UNON	Date:

I endorse the objectives and priorities stated in this compact.

Signature: 	
BAN Ki-moon, Secretary-General	Date: