

**Note to Ms. Clark**

Travel of staff to the Rio+20 Conference

1. On behalf of the Secretary-General, I would like to take this opportunity to express deep appreciation to all staff of the United Nations system for their hard work and dedication in supporting the preparations for the United Nations Conference on Sustainable Development in Rio de Janeiro.
2. In view of the ongoing efforts of the Secretary-General to minimize costs in the organization, of his commitment to Member States to “do more with less”, and of the need to reduce our carbon footprint, I would like to appeal to the United Nations system, through you as the Chair of United Nations Development Group (UNDG), to give careful consideration in determining the total number of staff participating in the conference and related expenses. In this respect, please be mindful of the added value of each of the staff that will be in attendance in Rio. I would be grateful if you could convey this message to other UNDG members and UN Resident Coordinators.
3. As you know, the whole of the United Nations will be under intense scrutiny by the media and the global civil society at this pivotal time for the sustainable development agenda.
4. The Secretary-General and I are grateful for your continued cooperation.

  
Susana Malcorra  
14 May 2012