

No. 26251

**UNITED NATIONS
(ECONOMIC COMMISSION FOR
LATIN AMERICA AND THE CARIBBEAN)
and
NETHERLANDS**

Administrative Arrangement with regard to the contribution to the Economic Commission for Latin America and the Caribbean for 1988—*Database on selected areas of women's participation in social and economic development: phase II* (with attachments). Signed at Santiago on 20 October 1988

Authentic text: English.

Registered ex officio on 20 October 1988.

**ORGANISATION DES NATIONS UNIES
(COMMISSION ÉCONOMIQUE
POUR L'AMÉRIQUE LATINE ET LES CARAÏBES)
et
PAYS-BAS**

Arrangement administratif concernant la contribution à la Commission économique pour l'Amérique latine et les Caraïbes pour 1988 — *Banque de données relatives à certains volets de la participation de la femme au développement économique et social : phase II* (avec pièces jointes). Signé à Santiago le 20 octobre 1988

Texte authentique : anglais.

Enregistré d'office le 20 octobre 1988.

ADMINISTRATIVE ARRANGEMENT¹ BETWEEN THE UNITED NATIONS AND THE NETHERLANDS MINISTER FOR DEVELOPMENT CO-OPERATION WITH REGARD TO THE CONTRIBUTION TO THE ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN FOR 1988

Whereas the Economic Commission for Latin America and the Caribbean, on behalf of the United Nations (hereinafter referred to as "ECLAC"), represented by its Executive Secretary, and the Netherlands Minister for Development Co-operation (hereinafter referred to as "the Minister"), represented by the Ambassador of the Netherlands in Santiago, Chile, have agreed to co-operate in the execution of a technical co-operation project on "Establishment of database on selected areas of women's participation in social and economic development: phase II", which project is summarized in Attachment A hereto;

Whereas the Minister has informed ECLAC of his willingness to contribute funds to meet the costs of this project on the basis of the project document, a copy of which has been provided to the Minister;

Whereas it has been agreed between ECLAC and the Minister that ECLAC shall be responsible under the terms of this administrative arrangement for the management of the funds contributed by the Minister to meet the costs of the project;

Now, therefore, ECLAC and the Minister hereby have entered into the following administrative arrangement:

Article I

1. In order to assist ECLAC to carry out the aforementioned project, the Minister shall:

- a) Set aside an amount of DFL 101,000 approximately (equivalent to 50,000 U.S. Dollars) from its 1988 contribution to ECLAC in order to provide the services of an expert for a period of 12 months on the basis of a non-reimbursable personnel loan at no cost whatsoever to the United Nations, to carry out the activities indicated in the job description included in the project document;
- b) Place at the disposal of ECLAC, in the manner referred to in paragraph two below, the amount of DFL 121, 553 (approximately equivalent to 60,175 U.S. Dollars) to meet the remaining project cost components.

2. The Minister shall, in accordance with the schedule of payments set out in attachment B of this administrative arrangement, deposit the funds indicated in paragraph 1.b), in convertible currencies of unrestricted use, to ECLAC's Project Trust Fund Account No. 015-001784 in the Chemical Bank, United Nations Branch, New York, N.Y. 10017.

¹ Came into force on 20 October 1988 by signature, in accordance with article X.

Article II

The following provisions will apply in connection with the non-reimbursable loan of the expert:

a) For the one year duration of his/her mission the expert will not have the standing of a United Nations staff member; his/her legal status will instead be that of an Expert-on-Mission.

b) The expert whose services are to be provided by the Minister will not be entitled to any payment, subsidy or compensation of any kind whatsoever from the United Nations. In the event of death, injury or illness of the expert during the performance of his/her duties under the terms and conditions of this arrangement, the Minister shall be responsible for paying any and all compensation to which the expert may be entitled.

c) The expert services which are the subject of this arrangement may not represent any financial burden for the United Nations. To ensure this, the Minister agrees to make a contribution to ECLAC for the provision of administrative support for the expert, which has been calculated as [thirteen (13)] per cent of the expert's estimated cost, amount already included in the figure mentioned in paragraph 1.b) of Article I.

d) The expert whose services are provided by the Minister may neither request nor receive instructions from any government or any authority whatsoever other than ECLAC and may not engage in any activity which is incompatible with the terms and conditions of his/her services as Expert-on-Mission under this arrangement. The expert may not furnish any person, government or authority outside of ECLAC any information which has not been made public which he/she has obtained as a result of his/her work except with the explicit authorization of ECLAC.

Article III

1. The funds described in paragraph 1.b) of Article I will be administered in accordance with the financial rules and regulations of the United Nations and shall be subject to all the provisions made therein relating to accounting, reporting and evaluation of funds-in-trust and the provisions of Article VII below.

2. All financial accounts and statements shall be expressed in United States Dollars.

3. The trust fund shall be charged with actual expenditures incurred by ECLAC in the performance of activities under this administrative arrangement.

4. The trust fund will be charged thirteen (13) per cent of all expenditures from the trust fund — including the estimated cost of the expert provided on a non-reimbursable loan basis — which percentage shall be a charge for programme support services provided by ECLAC in the execution of the project.

Article IV

1. ECLAC shall commence and continue to conduct operations under this administrative arrangement on the receipt of the contribution in full mentioned in paragraph 1.b) of Article I and in paragraph c) of Article II.

2. ECLAC will not make any commitments above the amounts specified for expenditure in attachment A.

3. If unforeseen expenditures arise, ECLAC will submit a supplementary budget to the donor showing the further financing that will be necessary. If no such further financing is available, the assistance provided to the project under this arrangement may be reduced or, if necessary, terminated by ECLAC. In no event will ECLAC assume any liability in excess of the funds provided in the trust fund. In case not all allocated funds are disbursed for planned activities, the interests earned and the unused funds shall be placed at the disposal of the Minister.

Article V

Evaluation of the activities financed from this trust fund may be undertaken in accordance with the provisions contained in attachment A.

Article VI

This trust fund shall be subject exclusively to the internal and external auditing procedures laid down in the Financial Regulation, Rules and Directives of the United Nations.

Article VII

ECLAC shall provide the Minister with the following statements and reports prepared in accordance with the United Nations accounting and reporting procedures:

- a) Semi-annual progress reports covering both the substantive and financial aspects will be issued in respect of the project on 1 March and on 1 September of each year;
- b) A financial statement pertaining to the overall status of the contribution, the expenditures and obligations, and interests accrued will be provided also on a semi-annual basis;
- c) Within six weeks after completion of the project, a brief final report accompanied by a financial statement;
- d) As soon as possible thereafter, a substantive report evaluating the performance of the project including impact assessment and, where appropriate, a description of follow-up action taken by government, ECLAC and/or other international organizations;
- e) Delays in project execution of longer than three months will be reported to the Minister.

Article VIII

ECLAC shall notify the Minister when, in the opinion of ECLAC, the purposes for which the trust fund was established have been realized. The date of such notification shall be deemed to be the date of expiration of this administrative arrangement, subject to the continuance in force of Article X for the purposes there stated.

Article IX

This administrative arrangement may be terminated by either Party on [thirty (30)] days' written notice to the other Party, subject to the continuance in force of Article X for the purposes there stated.

Article X

On termination or expiration of this administrative arrangement under Article VIII or IX, the funds will continue to be held by ECLAC until all expenditures incurred by ECLAC have been satisfied from such funds.

This administrative arrangement shall enter into force upon signature.

IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present administrative arrangement in the English language in three originals at Santiago this 20th day of October 1988.

For the Economic Commission
for Latin America
and the Caribbean:

[Signed]

GERT ROSENTHAL
Executive Secretary

For the Netherlands Minister
for Development Co-operation:

[Signed]

ROBERT FRUIN
Ambassador
of the Netherlands

ATTACHMENT A

Region: The Carribean

Title: The establishment of a database on selected areas of women's participation in social and economic development, Phase II

1. *Project summary*

There is an extreme need for an accurate and reliable database, to interpret the existing state of women in relation to their participation in the various sectors and as a basis for the formulation of policies and actions to improve their situation.

In this context ECLAC's Subregional Headquarters for the Caribbean in Port of Spain with the generous support of the Government of the Netherlands is at present undertaking a project to promote the women's participation in the development process, through the establishment of a database, which is considered as a basic requirement to facilitate the formulation and programming of specific policy measures in various areas.

The paucity of information or simply lack of available data affected adversely the development of the database. As a consequence, severe limitations, in terms of scope and coverage, have been placed on the data collected during the first phase of project execution.

The Phase II of this project permits to improve and complete the research work, concentrated on three areas:

1. Women and Trade;
2. Violence against Women;
3. Women in Export-oriented Industries in the Caribbean.

The project has the following immediate objectives:

1. Provide statistical data on the inter-island trade in the Caribbean and on the participation of women in this activity;
2. Produce a regional survey on sources and types of data related to the specific aspects of violence against women;
3. Preparation of a survey on relevant aspects of women's participation in export-oriented industries in the Caribbean.

2. *Budget*

The external contribution required for this project is estimated at 110,175 US dollars broken down as follows:

	w/m	US\$
Expert on mission	12	50,000
Consultant	5	15,000
Support staff	25	19,000
Personal computer		6,000
Publications		5,000
Miscellaneous		2,500
Subtotal		97,500
Support costs (13%)		12,675
GRAND TOTAL		110,175

3. *ECLAC's inputs in kind*

ECLAC will provide the inputs listed in Annex I.

ANNEX I

PROJECT BUDGET CORRESPONDING TO ECLAC'S CONTRIBUTION IN KIND
(in US dollars)

	w/m	US\$
Project coordinator	1	5,000
Social Affairs Officer	3	12,000
Secretarial support	4	4,000
Office space and equipment; documents reproduction		7,000
TOTAL		28,000

ATTACHMENT B

1. The Minister shall deposit DFL 121,553 (currently equivalent to 60,175 U.S. dollars) within [thirty (30)] days of the signature of the administrative arrangement by both Parties.
