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Item 6 of the provisional agenda*

Review of the implementation of Commission resolution 71/1

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Note by the secretariat**

Summary

At its seventy-first session, the Economic and Social Commission for Asia and the Pacific adopted resolution 71/1 on restructuring its conference structure to be fit for the evolving post-2015 development agenda.

The present document is submitted pursuant to paragraph 8 of resolution 71/1, in which the Commission requested the Executive Secretary to submit a report at its seventy-third session, which would serve as a basis for a review, on the implementation of those reforms and to include recommendations on further adjustments to the conference structure, if necessary.

The Commission is invited to consider the present document and to endorse the recommendations contained therein. The Commission may wish to consider a resolution to update the conference structure in accordance with the recommendations of the document.

I. Introduction

1. At its seventy-first session, the Economic and Social Commission for Asia and the Pacific (ESCAP) adopted resolution 71/1 on restructuring its conference structure to be fit for the evolving post-2015 development agenda.
2. Resolution 71/1 was the culmination of discussions by the Commission over its two previous sessions on how best to position itself to meet the new challenges in the Asia-Pacific region of the post-2015 development agenda, which was widely anticipated to be adopted by the General Assembly later in 2015.

* E/ESCAP/73/L.1.

** The present note was submitted late owing to the need to take into account the views of the Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission, which were expressed at its 369th session, held on 21 March 2017.

3. The Commission took the first step at its sixty-ninth session by addressing organizational matters. In adopting resolution 69/1, the Commission, *inter alia*, reduced the length of its annual sessions to five working days from the practice of six days in seven; combined into one the Special Body on Least Developed and Landlocked Developing Countries and the Special Body on Pacific Island Developing Countries; and streamlined the report of the annual session so that it contained only the decisions and resolutions adopted during the session, with the record of proceedings finalized afterwards.

4. There was a common view that further deliberation was needed before recommending any changes to the substantive work of the Commission. In resolution 69/1, therefore, the Commission also requested the Executive Secretary to conduct further study and analysis, in consultation with the Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission, and to submit to the Commission at its seventy-first session a report on the programmatic, organizational and budgetary implications of the following, *inter alia*: constituting a new committee on energy; converting the Committee on Information and Communications Technology into a committee on technology; and reforming the governance structure of the regional institutions and their integration within the secretariat's programme of work.

5. At its seventieth session, the Commission adopted resolution 70/11 in which it requested the Executive Secretary to conduct a study on and analysis of the programmatic, organizational and budgetary implications of constituting a new committee on science, technology and innovation and a new committee on financing for development, bearing in mind the process for implementation of Commission resolution 69/1, and to submit a report on the findings to the Commission at its seventy-first session.

6. The present document is submitted pursuant resolution 71/1, in which the Commission decided to conduct a review of the reforms initiated through that resolution. In paragraph 8 of that resolution, it requested the Executive Secretary to submit a report at its seventy-third session, which would serve as a basis for that review, on the implementation of those reforms and to include recommendations on further adjustments to the conference structure, if necessary.

7. The present document contains two annexes, which will appear in their final form in the annual report of the Commission (E/2017/39): annex I on the conference structure of the Commission and annex II on the draft terms of reference of the proposed expert/working groups of the Committee on Energy.

II. Review of the operative paragraphs of the resolution

8. This section contains a review of the implementation of operative paragraphs 1 to 7 of Commission resolution 71/1 – which was adopted before the General Assembly adopted the 2030 Agenda for Sustainable Development¹ in September 2015 – and any further recommendations, as appropriate. Paragraph 1 reads:

“1. *Decides* to revise its conference structure with immediate effect in the following manner:

¹ General Assembly resolution 70/1.

“(a) Establish a committee on energy as a part of its subsidiary structure, meeting biennially;

“(b) Reconstitute the Committee on Information and Communications Technology as the committee on information and communications technology, science, technology and innovation, meeting biennially;

“(c) Reconstitute the Committee on Macroeconomic Policy, Poverty Reduction and Inclusive Development as the committee on macroeconomic policy, poverty reduction and financing for development, meeting biennially”.

9. These changes to the subsidiary bodies of the Commission were endorsed by the Economic and Social Council in its resolution 2015/30. Subsequently, the Committee on Information and Communications Technology, Science, Technology and Innovation held its first session from 5 to 7 October 2016,² the Committee on Energy held its first session from 17 to 19 January 2017,³ and the first session of the Committee on Macroeconomic Policy, Poverty Reduction and Financing for Development is scheduled to be held during the week of 13 November 2017.

10. At its first session, the Committee on Information and Communications Technology, Science, Technology and Innovation conducted its meetings in parallel sessions: one group of participants considered agenda items dealing with information and communications technology while another group considered agenda items on science, technology and innovation. In the evaluation survey conducted at the conclusion of the session, member States generally favoured closer linkage between the two subject matters rather than having parallel sessions. **The secretariat will examine ways in which the agenda could be formulated to enable more cohesiveness of the Committee’s deliberations.**

11. At its first session, the Committee on Energy requested the secretariat to prepare terms of reference for the proposed expert/working groups and to include those draft terms of reference in the present document.⁴ **The Commission may wish to consider the draft terms of reference of the proposed expert/working groups as contained in annex II to the present report and provide further guidance to the secretariat.**

12. Paragraph 2 of resolution 71/1 reads:

“2. *Also decides* that as a result of the reforms enumerated in the paragraph above, beginning in 2016, committee on information and communications technology, science, technology and innovation; Committee on Transport; Committee on Social Development; Committee on Statistics; and Committee on Environment and Development shall meet in the even years, and committee on macroeconomic policy, poverty reduction and financing for development; Committee on Trade and Investment; Committee on Disaster Risk Reduction and committee on energy shall meet in the odd years”.

² See E/ESCAP/73/10.

³ See E/ESCAP/73/30.

⁴ Ibid., para. 1 (a).

13. In 2016, in addition to the first session of the Committee on Information and Communications Technology, Science, Technology and Innovation, the fourth session of the Committee on Social Development was held, from 28 to 30 March 2016,⁵ and the fifth session of the Committee on Statistics was held, from 14 to 16 December 2016.⁶ In accordance with Commission resolution 71/1, annex I, paragraph 19, the Committee on Transport was not convened as the Ministerial Conference on Transport was held instead, from 5 to 9 December 2016.⁷

14. In its decision 70/15 of 8 August 2014, the Commission decided to postpone the seventh Ministerial Conference on Environment and Development in Asia and the Pacific to 2016. Thus, under Commission resolution 71/1, annex I, paragraph 19, there was no plan to convene the Committee on Environment and Development in 2016. An offer to host the Conference in 2016 was made by a member of the Commission but subsequently withdrawn; the secretariat then proposed to convene it in the first quarter of 2017. However, member States urged the secretariat to explore the option of convening the Conference either in conjunction with or in close proximity to the Forum of Ministers and Environmental Authorities of Asia and the Pacific of the United Nations Environment Programme.⁸ Currently, the Conference is scheduled to be held in Bangkok in September 2017 together with the Forum. Thus, the next session of the Committee on Environment and Development will be convened in 2018.

15. In 2017, in addition to the first sessions of the Committee on Energy and the Committee on Macroeconomic Policy, Poverty Reduction and Financing for Development, the fifth session of the Committee on Disaster Risk Reduction is scheduled to be held during the week of 9 October 2017, and the fifth session of the Committee on Trade and Investment is scheduled to be held during the week of 30 October 2017.

16. **Additional recommendations.** None.

17. Paragraph 3 of resolution 71/1 reads:

“3. *Reaffirms* that the conference structure of the Commission shall conform to the pattern outlined in the annexes to this resolution”.

18. Among the significant changes to the organization of the Commission session, at its seventy-second session the Commission met for 2.5 days at the senior officials level and for 2.5 days at the ministerial level. **The Commission may wish to retain some flexibility in the exact distribution of time allocated to the senior officials segment and the ministerial segment, as in some instances there may be a need to accommodate additional agenda items.**

19. The review of the global processes undertaken by the Special Body on Least Developed, Landlocked Developing and Pacific Island Developing Countries – the Programme of Action for the Least Developed Countries for the Decade 2011-2020 (Istanbul Programme of Action), the Vienna Programme of Action for Landlocked Developing Countries for the Decade 2014-2024 and the SIDS Accelerated Modalities of Action (SAMOA) Pathway – was

⁵ See E/ESCAP/72/21.

⁶ See E/ESCAP/73/24.

⁷ See E/ESCAP/73/15.

⁸ See E/ESCAP/72/15.

integrated into the senior officials segment, with the high-level exchange integrated into the ministerial segment. The one-day preparatory meeting of the Special Body held prior to its regular session was discontinued.

20. The report of the Commission has been produced in streamlined form since its seventieth session.

21. In its resolution 72/6, the Commission decided to implement the recommendations contained in the report of the Third Asia-Pacific Forum on Sustainable Development.⁹ In subparagraph 15 (e) of that report, it was recognized that the Forum was part of the Commission's conference structure. **Therefore, the Asia-Pacific Forum on Sustainable Development has been included in the revised conference structure of the Commission (see annex I, section II). The terms of reference of the Forum, as adopted by the Forum, are contained in the annexes to the annual report of the Commission (E/2017/39). The Commission may wish to update its conference structure to include the Forum and the terms of reference of the Forum.**

22. Over the past few years, the Commission has taken decisions to convene ministerial conferences and other ad hoc intergovernmental meetings without taking into account the provisions of resolution 71/1, annex I, paragraph 19. **Therefore, in deciding on future ad hoc intergovernmental meetings under the conference structure, the Commission should utilize the provisions of resolution 71/1, annex I, paragraph 19, and decide to convene ministerial conferences or other ad hoc intergovernmental meetings according to the same cycle as the committees and not in the "off year". A committee may also be convened on an ad hoc basis at the ministerial level in order to give its subject matter attention at a higher political level. This proposal has been reflected in amendments to paragraphs 19 and 20 of annex I.**

23. To provide some variety in the seating arrangement for the Commission conference structure, **the Commission may wish to consider emulating the practice of the General Assembly whereby the seating arrangement is determined by drawing lots;** whichever Member State is picked is assigned the first seat, with all others following in English alphabetical order. For the Commission, the drawing of lots could take place at the end of the session and the seating arrangement would apply to all intergovernmental meetings until the end of the next Commission session.

24. Paragraph 4 of resolution 71/1 reads:

"4. *Requests* the Governing Council of each regional institution, at its next session, to consider the statute of the said regional institution to incorporate the following changes and to submit the revised statutes for the endorsement of the Commission at its seventy-second session:

"(a) Abolish the technical committees of the regional institutions that have them;

"(b) Ensure that the members of the Governing Councils are represented by the relevant line ministries;

"(c) Consider that the regional institutions will be primarily funded by extrabudgetary resources;

⁹ See E/ESCAP/72/16.

“(d) Ensure that regional institutions develop their capacities to assist member States in an efficient and effective manner;

“(e) Encourage all members and associate members of ESCAP to make the necessary regular annual contributions, on a voluntary basis, which is essential to the operation of the regional institutions”.

25. At its seventy-second session, the Commission adopted resolutions 72/1, 72/2 and 72/3 on the statutes of the Centre for Alleviation of Poverty through Sustainable Agriculture, the Centre for Sustainable Agricultural Mechanization, and the Asian and Pacific Centre for Transfer of Technology, respectively.

26. These resolutions all reflect the abolishment of the technical committees, encourage representation by the line ministries at the respective Governing Councils and address the funding of each institution through extrabudgetary sources.

27. The statutes of the Statistical Institute for Asia and the Pacific, the Asian and Pacific Training Centre for Information and Communication Technology for Development, and the Asian and Pacific Centre for the Development of Disaster Information Management were already in line with the provisions of resolution 71/1 and hence did not require any amendment.

28. The reports of the Governing Councils of each institution also reflect discussions undertaken by members on how to strengthen and sustain their capacities to assist member States in an efficient and effective manner.¹⁰

29. **Additional recommendations.** None.

30. Paragraph 5 of resolution 71/1 reads:

“5. *Decides* to review the continued substantive relevance and financial viability of each regional institution every five years, with the start and timing of such reviews linked to the year of their establishment”.

31. Pursuant to Commission resolution 66/15, and in accordance with the ESCAP monitoring and evaluation system, the secretariat prepares a biennial evaluation plan identifying the priority areas for evaluation of the secretariat's programmatic work, including the work of divisions, subregional offices and regional institutions.

32. In response to paragraph 5 of resolution 71/1, the secretariat's biennial evaluation plan will include an evaluation of each regional institution. The first round of evaluations will be incorporated in the secretariat's biennial evaluation plan for 2018-2019 and be conducted in accordance with the schedule proposed in the table.

¹⁰ See E/ESCAP/72/10, E/ESCAP/72/13 and Corr.1, E/ESCAP/72/14 and Corr.1, E/ESCAP/72/20 and Corr.1, E/ESCAP/72/23 and Corr.1, E/ESCAP/73/8, E/ESCAP/73/13, E/ESCAP/73/14, E/ESCAP/73/18, E/ESCAP/73/19 and E/ESCAP/73/26.

Proposed schedule for the first round of evaluations of regional institutions

<i>Year</i>	<i>Regional institution</i>
2018	Asian and Pacific Centre for Transfer of Technology Centre for Alleviation of Poverty through Sustainable Agriculture
2019	Centre for Sustainable Agricultural Mechanization Statistical Institute for Asia and the Pacific
2020	Asian and Pacific Training Centre for Information and Communication Technology for Development Asian and Pacific Centre for the Development of Disaster Information Management

33. **Additional recommendations:** None.

34. Paragraph 6 of resolution 71/1 reads:

“6. *Calls upon* all development partners, in particular the relevant organizations of the United Nations development system, to support the Commission in promoting sustainable development in the Asia-Pacific region, through all appropriate mechanisms, including active participation in Commission sessions and enhanced cooperation on projects and policies”.

35. The means by which United Nations agencies and development partners in the region work together through the Asia-Pacific Regional Coordination Mechanism was transformed in 2016 with the reformulation of the Mechanism’s thematic working groups. New terms of reference were developed, aligning joint work on projects and policy development with the 2030 Agenda for Sustainable Development and the Sustainable Development Goals. These thematic working groups are on resource efficient growth; sustainable societies; inclusive development and poverty eradication; disaster risk reduction and resilience; gender equality and the empowerment of women; education 2030+; and statistics. Recognizing the importance of statistics as a means of implementation and the need for regional coordination to address capacity challenges, the Mechanism established the thematic working group on statistics to harmonize United Nations strategies and to support countries in developing and delivering data and statistics for the Sustainable Development Goals.

36. Also under the Mechanism, several capacity-building workshops, conferences and analytical products were produced in the thematic areas, including the report *Switched on: Youth at the Heart of Sustainable Development in Asia and the Pacific*, the regional preparatory meetings for the United Nations Conference on Housing and Sustainable Urban Development (Habitat III) and the contributions to the New Delhi Declaration of the Asian Ministerial Conference on Disaster Risk Reduction held in November 2016.

37. A key achievement in 2016 for the Mechanism was the endorsement of the Plan of Action to Implement the Joint Declaration on Comprehensive Partnership between the Association of Southeast Asian Nations (ASEAN) and the United Nations (2016-2020) at the ASEAN-United Nations Summit in September 2016. Mechanism members coordinated to develop action areas with ASEAN for the economic, social, cultural and cross-sectoral pillars of

development in alignment with the ASEAN Community Vision 2025 and the 2030 Agenda, and are in the process of discussing with ASEAN specific activities to be implemented through to 2020. United Nations agencies are coordinating with development partners and ASEAN on the implementation of the ASEAN-United Nations Joint Strategic Plan of Action on Disaster Management and the development and final adoption of the ASEAN-United Nations Action Plan on Environment and Climate Change (2016-2020).

38. Looking ahead, key areas of the Mechanism's work in 2017 will include the following: research and policy guidance reports on migration; studies on financing for gender equality and women's transformative leadership in the region (also contributing to the sixty-first session of the Commission on the Status of Women); a report on resource efficiency policy options as an integrated approach to the Sustainable Development Goals; research and capacity-building on El Niño impact assessment; a guidance document on monitoring of the Sendai Framework for Disaster Risk Reduction 2015-2030, the Paris Agreement and the Sustainable Development Goals; and the formulation of a regional statistical capacity-building strategy and compendium of good practices on the use of statistical data to identify marginalized and vulnerable populations. In addition, the thematic working groups will be developing new areas of work that will be aligned with and feed into the Asia-Pacific Forum on Sustainable Development, which in turn will inform the high-level political forum on sustainable development of the Economic and Social Council and the annual sessions of the Commission, while also providing regional perspectives for global summits. For example, substantive work on oceans and poverty is under discussion.

39. **Additional recommendations.** None.

40. Paragraph 7 of resolution 71/1 reads:

“7. Requests the Executive Secretary to continue to undertake systematic monitoring and evaluation of the conference structure and its link to the programme priorities of the Commission”.

41. Since 2009, the secretariat has been implementing a monitoring and evaluation framework of the conference structure in response to Commission resolution 64/1 to ensure that it reflects the changing needs and priorities of member States and that it functions in an efficient and effective manner. The framework covers two components: the continuous monitoring of meetings held under the conference structure and periodic evaluations of the conference structure itself. The previous evaluation of the conference structure, completed in 2013, served as the basis for the revised conference structure embodied in Commission resolutions 69/1 and 71/1.

42. In line with previous resolutions on its conference structure, **the Commission should conduct a review of its conference structure at its seventy-eighth session, in 2022, with a midterm review at its seventy-fifth session, in 2019.** In both cases, the secretariat could prepare a report, with a focus on the programme priorities of the Commission, to serve as the basis of that review.

III. Conclusions and recommendations

43. The Commission is invited to consider the present document and to endorse the recommendations contained therein. The Commission may wish to consider adopting a resolution to update the conference structure in accordance with the recommendations of the present document. Subject to the decision of the Commission on the proposals contained in the present document, the amended conference structure will be included in the report of the Commission to the Economic and Social Council.

Annex I

Conference structure of the Commission

I. The Commission

1. The Commission shall meet annually under an overarching theme selected by member States, with each session comprising a senior officials segment ~~of three days~~ followed by a ministerial segment ~~of two days~~, for a total of five working days, to discuss and decide on important issues pertaining to inclusive and sustainable development in the region, decide on the recommendations of its subsidiary bodies and of the Executive Secretary, review and endorse the proposed strategic framework and programme of work and take any other decisions required in conformity with its terms of reference.
2. The Special Body on Least Developed, Landlocked Developing and Pacific Island Developing Countries shall be held for a maximum of one day during the senior officials segment, holding a status commensurate with the Committees of the Whole. ~~A one-day preparatory meeting of the Special Body will be held prior to its regular session.~~
3. The Commission session may include a distinguished person's lecture and high-level representatives of United Nations agencies may be invited to participate in panel discussions held during the session, and corporate leaders and civil society organizations may be invited to participate in the session as appropriate, in accordance with the rules of procedure of the Commission.
4. The Informal Working Group on Draft Resolutions of the Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission, which convenes prior to the Commission session, shall be reconstituted as the Working Group on Draft Resolutions during the senior officials segment and shall have a status commensurate with the Committees of the Whole.
5. The number of simultaneous meetings of the Committees of the Whole, including their commensurate bodies, held during the senior officials segment of the annual session of the Commission shall not exceed two.
6. Draft resolutions shall reflect the substantive deliberations of member States; furthermore, without prejudice to rule 31 of its rules of procedure, members of the Commission intending to submit draft resolutions to the Commission are strongly encouraged to submit them to the Executive Secretary at least one month prior to the commencement of the session of the Commission in order to allow sufficient time for review by members and associate members of the Commission, and the Commission shall not consider draft resolutions submitted within one week of the first day of the Commission session.
7. The report of the Commission will be composed of the decisions and resolutions of the Commission. The draft record of proceedings of the Commission, prepared by the secretariat, will be circulated among members and associate members for comment within 15 days after the conclusion of the session. Members and associate members will be requested to provide comments within 15 days of receiving the draft record of proceedings. The secretariat's final record of proceedings of the Commission session will be issued within two months of the conclusion of the session, taking into account the relevant comments of members and associate members.

8. The Commission shall serve as the regional platform for integrating the sectoral streams of the Committees, with a view towards promoting sustainable development equitably through all of its three dimensions.

II. Subsidiary structure

9. The subsidiary structure of the Commission shall consist of the following nine committees:

- (a) Committee on Macroeconomic Policy, Poverty Reduction and Financing for Development;
- (b) Committee on Trade and Investment;
- (c) Committee on Transport;
- (d) Committee on Environment and Development;
- (e) Committee on Information and Communications Technology, Science, Technology and Innovation;
- (f) Committee on Disaster Risk Reduction;
- (g) Committee on Social Development;
- (h) Committee on Statistics;
- (i) Committee on Energy.

10. The nine committees shall each meet biennially for a maximum duration of three days for each session, with joint plenary sessions between multiple committees to discuss cross-cutting issues, when possible and desirable.

11. The Commission may mandate a specific committee or multiple committees to meet in the gap year where a particular topic becomes an urgent issue for the region.

12. Within their respective areas of purview, the committees shall:

- (a) Review and analyse regional trends;
- (b) Identify, in consultation with member States, their priorities and emerging issues, and consult on regional approaches, taking into consideration subregional aspects;
- (c) Promote regional dialogue, including subregional synergies, and an exchange of experiences on policies and programmes;
- (d) Consider common regional positions as inputs to global processes and promote regional follow-up to their outcomes;
- (e) Propose issues for consideration by the Commission as the basis for possible resolutions;
- (f) Monitor the implementation of Commission resolutions;
- (g) Promote a collaborative approach to addressing the development challenges of the region, where appropriate, between Governments and civil society, the private sector, as well as the United Nations and other international organizations at the regional and subregional levels.

13. Further, within their respective areas of purview, the committees shall provide the secretariat, including its regional institutions, with guidance in reviewing the proposed strategic framework and programme of work.

14. The following areas shall be mainstreamed into the work of all committees:

- (a) Implementation and monitoring the achievement of the relevant internationally agreed development goals;
- (b) Poverty reduction and balanced integration of the three pillars of sustainable development;
- (c) Gender equality;
- (d) The priority needs of least developed countries, landlocked developing countries and small island developing States.

15. Representatives of civil society and the private sector may, upon consultation with member States, be invited to join the Committee sessions as appropriate, in accordance with the rules of procedure of the Commission.

16. The specific issues to be addressed by each of the nine committees in carrying out the above functions are listed in ~~annex II to the present resolution~~ the annexes to the annual report of the Commission (E/2017/39).

17. The subsidiary structure of the Commission shall also include the Asia-Pacific Forum on Sustainable Development. The terms of reference of the Forum are contained in the annexes to the annual report of the Commission (E/2017/39).

III. Ad hoc ministerial conferences and other intergovernmental meetings

18. Subject to the approval of the Commission, ad hoc ministerial conferences and other intergovernmental meetings may be organized on specific and cross-sectoral issues.

19. No more than ~~six~~ three such ministerial conferences or other intergovernmental meetings may be held in addition to the regular calendar of intergovernmental meetings during a calendar year each biennium, and the total number of days shall not exceed ~~twenty~~ ten.

20. In those years when a ministerial conference or intergovernmental meeting is held covering issues normally discussed in a committee, the corresponding committee need not be convened. A committee may be convened at the ministerial level on an ad hoc basis to ensure high-level engagement on the issues that it addresses.

IV. Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission

21. The functions of the Advisory Committee of Permanent Representatives and Other Representatives Designated by Members of the Commission shall be in accordance with the terms of reference contained in ~~annex IV to the present resolution~~ the annexes to the annual report of the Commission (E/2017/39).

22. The Advisory Committee may, if necessary, establish its own working groups on consideration of specific issues.

23. The Advisory Committee shall meet with sufficient frequency both in formal and informal meetings on topical subjects, especially prior to the Commission session. The number of formal meetings of the Advisory Committee per calendar year shall not be less than six or more than twelve.

Any additional meetings, formal or informal, will be held in consultation with the Advisory Committee and the Executive Secretary, and may not require documentation by the secretariat, unless otherwise requested by the Advisory Committee.

24. Should the need arise to seek the views of United Nations entities or other intergovernmental organizations on subjects of interest to the Advisory Committee, members of the Advisory Committee can, if consensus has been reached, request the secretariat to invite representatives of particular United Nations entities or other intergovernmental organizations to attend a subsequent session of the Advisory Committee.

25. The Advisory Committee shall periodically review the work of subregional offices and regional institutions, and actively follow up and report on the implementation of resolutions by member States. The secretariat shall facilitate the reporting on resolutions by preparing the requisite guidelines and templates.

V. Regional institutions under the auspices of the Commission

26. The following institutions under the auspices of the Commission shall continue to function as prescribed in their respective statutes and terms of reference:

- (a) Asian and Pacific Centre for Transfer of Technology;
- (b) Centre for Alleviation of Poverty through Sustainable Agriculture;
- (c) Statistical Institute for Asia and the Pacific;
- (d) Centre for Sustainable Agricultural Mechanization;
- (e) Asian and Pacific Training Centre for Information and Communication Technology for Development;
- (f) Asian and Pacific Centre for the Development of Disaster Information Management.

27. The Commission may constitute additional regional institutions that support the achievement of its strategic and programmatic objectives.

VI. General provisions

A. Rules of procedure

28. Unless otherwise specified by the Commission, the rules of procedure of the Commission, including those pertaining to the decision-making process, shall apply, *mutatis mutandis*, to the committees and other meetings and conferences convened under its conference structure.

B. Informal session

29. An informal session among the heads of delegations during the ministerial segment of each Commission session may be organized but shall not be institutionalized. The agenda for the informal session shall be decided by consensus and the annotated agenda shall reach members at least thirty days before the opening of the session to ensure the efficiency and effectiveness of the session. Simultaneous interpretation shall be provided.

Annex II

Draft terms of reference of the proposed expert/working groups of the Committee on Energy

1. At its first session, the Committee on Energy discussed proposals to establish expert/working groups and requested the secretariat to prepare draft terms of reference for such expert/working groups.^a
2. Based on the suggestions made at the first session of the Committee on Energy, these expert/working groups could examine and discuss the following topics:
 - (a) Universal access to modern energy services;
 - (b) Renewable energy;
 - (c) Energy efficiency and cleaner use of fossil fuels;
 - (d) Energy connectivity.
3. Given that the programmes of work of the secretariat for the bienniums 2016-2017 and 2018-2019 already include expert group meetings on Sustainable Development Goal 7 and on regional energy connectivity, these expert group meetings could also examine and discuss the proposed topics.
4. More specifically, these expert group meetings could:
 - (a) Examine issues related to national, subregional and regional policy frameworks and identify specific economic, institutional and regulatory measures in order to facilitate the region's transition to a more sustainable energy future;
 - (b) Prepare comprehensive regional studies on the current state of and future prospects for selected areas of work with a view to identifying issues and challenges that could be addressed through regional cooperation;
 - (c) Explore opportunities to enhance cooperation with other intergovernmental and non-governmental organizations and the business community and private sector by preparing joint studies and participating in joint events, such as surveys, seminars and workshops;
 - (d) Provide the secretariat with advice in the implementation of the subprogramme on energy, including the formulation and implementation of capacity-building and technical cooperation activities in the region;
 - (e) Examine and discuss any other issue recommended to them by the secretariat or requested by the Committee.

^a See E/ESCAP/73/30.