



## **INTERNAL AUDIT DIVISION**

**OFFICE OF INTERNAL OVERSIGHT SERVICES**

# **RISK ASSESSMENT**

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**United Nations Economic Commission  
For Europe (UNECE)**

**22 October, 2007**

**Assignment No. AE2007/720/01 (UNECE)**


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**United Nations**  **Nations Unies**  
INTEROFFICE MEMORANDUM                      MEMORANDUM INTERIEUR  
INTERNAL AUDIT DIVISION · DIVISION DE L'AUDIT INTERNE  
OIOS · BSCI

TO: Mr Marek Belka, Executive Secretary  
A: United Nations Economic Commission For Europe

DATE: 22 October, 2007

REFERENCE: AUD-File no. (07-**00649**)

  
FROM: Dagfinn Knutsen, Director  
DE: Internal Audit Division, OIOS

SUBJECT: **Assignment No. AE2007/720/01 - Risk Assessment of United Nations Economic Commission For Europe (UNECE)**  
OBJET: **Europe (UNECE)**

1. I am pleased to present OIOS' risk assessment of United Nations Economic Commission For Europe (UNECE), which was carried out from June to August 2007, for your information. While we do not require a formal response to this report, you are welcome to discuss any of the issues raised further.

2. OIOS encourages United Nations Economic Commission For Europe to use the results of this risk assessment to put in place appropriate risk mitigation measures. OIOS will update the risk assessment periodically, based on subsequent audits or additional information obtained.

3. I take this opportunity to thank the management and staff involved in the risk assessment for the assistance and cooperation provided to the project team in connection with this assignment.

cc: Mr. Swatantra Goolsarran, Executive Secretary, UN Board of Auditors  
Mr. Jonathan Childerley, Chief, Oversight Support Unit, Department of Management  
Mr. Byung-Kun Min, Programme Officer, OIOS

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## INTERNAL AUDIT DIVISION

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### **FUNCTION**

*“The Office shall, in accordance with the relevant provisions of the Financial Regulations and Rules of the United Nations examine, review and appraise the use of financial resources of the United Nations in order to guarantee the implementation of programmes and legislative mandates, ascertain compliance of programme managers with the financial and administrative regulations and rules, as well as with the approved recommendations of external oversight bodies, undertake management audits, reviews and surveys to improve the structure of the Organization and its responsiveness to the requirements of programmes and legislative mandates, and monitor the effectiveness of the systems of internal control of the Organization” (General Assembly Resolution 48/218 B).*

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## **PARTICIPANTS**

The OIOS risk assessment team conducted workshops and interviews with the following staff members of United Nations Economic Commission For Europe, to gain an understanding of existing organizational relationships, risks, controls and process issues.

<b>Focus Area</b>	<b>Name and Functional Title</b>
Strategic Management and Governance	<ul style="list-style-type: none"><li>• Mr. Marek Belka, Executive Secretary</li><li>• Mr. Paolo Garonna, Deputy Executive Secretary</li><li>• Mr. Patrice Robineau, Senior Advisor to the Executive Secretary</li><li>• Ms. Susan Bartolo, Chef de Cabinet and Secretary of the Commission</li></ul>
Programme and Project Management	<ul style="list-style-type: none"><li>• Ms. Parisudhi Kalampasut, Chief, Programme Planning, Monitoring &amp; Evaluation Unit</li><li>• Mr. Andrey Vasilyev, Chief, Economic Cooperation and Integration Division</li><li>• Mr. Kaj Ole Barlund, Chief, Environment, Housing and Land Management Division</li><li>• Mr. Heinrich Brungger, Chief, Statistical Division</li><li>• Mr. George Kowalski, Chief, Sustainable Energy Division</li><li>• Ms. Virginia Cram-Martos, Chief, Trade and Timber Division</li><li>• Mr. Jose Capel Ferrer, Chief, Transport Division</li><li>• Mr. Abdur Chowdhury, Chief, Technical Cooperation Unit</li><li>• Mr. Keith Bull, Chief, Pollution Prevention Section</li><li>• Mr. Roumen Dobrinski, Chief, Innovative Policies Development Section</li><li>• Mr. William Geoffrey Hamilton, Chief, Cooperation &amp; Partnerships Section</li></ul>

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Focus Area	Name and Functional Title
	<ul style="list-style-type: none"> <li>• Mr. Jean Kubler, Chief, Global Trade Solutions Section.</li> <li>• Mr. Hans Hansell, Chief, Trade Policy &amp; Governmental Cooperation Section</li> <li>• Mr. Christopher Prins, Chief, Timber Section</li> <li>• Mr. Mika Vepsalainen, Economic Affairs Officer</li> <li>• Ms. Monica Linn, Chief, Environment for Europe &amp; Sustainable Development Section</li> <li>• Mr. Andres Vikat, Chief, Population Unit</li> <li>• Mr. Matti Johansson, Secretary, Effect Oriented Activities under the CLRTAP Convention</li> <li>• Mr. Juan Ramos-Garcia, Chief, Technology Section</li> <li>• Mr. Michalis Adamantiadis, Chief, Transport &amp; Infrastructure Development Section</li> <li>• Mr. Martin Magold, Chief, Border Cross Facilitation Section</li> <li>• Mr. Olivier Kervella, Chief, Dangerous Goods &amp; Special Cargoes Section</li> <li>• Ms. Sabrina Mansion, Scientific Affairs Officers</li> <li>• Mr. Romain Hubert, Mechanical Engineer</li> <li>• Mr. Miodrag Pesut, Economic Affairs Officer</li> <li>• Mr. Frederic Romig, Chief, Sustainable Energy Section</li> <li>• Mr. Alexandra Chachine, Secretary, Working Party on Gas</li> </ul> <p>Mr. Sead Vilogorac, Senior Economic Affairs Officer</p>

Focus Area	Name and Functional Title
-Financial Management -Human Resources Management -Procurement & Contract administration -Logistics Management -Information Technology Management -Conference and Documents Management -Property and Facilities Management -Safety and Security	<ul style="list-style-type: none"> <li>• Ms. Maria Sevilla, Executive Officer</li> <li>• Ms. Susan Bartolo, Chef de Cabinet and Secretary of the Commission</li> <li>• Mr. Patrice Robineau, Senior Advisor to the Executive Secretary</li> <li>• Ms. Parisudhi Kalamasut, Chief, Programme Planning, Monitoring &amp; Evaluation Unit</li> <li>• Mr. Frank Moser, Chief, Information Systems Unit</li> </ul>

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## SUMMARY OF RISK RATINGS

The risk assessment identified the following areas as Higher, Moderate and Lower Risk. A summary of the identified risks is shown below. Full details of the identified risks are listed in the Risk Register.

<b>Focus Area</b>	<b>Overall Risk</b>
i. Strategic Management and Governance ii. Information Technology Management	<b>Higher Risk</b>
i. Financial Management ii. Procurement and Contract Administration iii. Programme and Project Management iv. Human Resources Management v. Safety and Security vi. Conference and Documents Management	<b>Moderate Risk</b>
i. Logistics Management ii. Property and Facilities Management	<b>Lower Risk</b>

## **RISK REGISTER**



1	Focus Area:	Strategic Management and Governance	Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likelihood	Impact	Overall Risk
I	<p><b>Strategic planning and monitoring</b></p> <p>A (i) Lack of visibility at the political level that may lead to lack of support from member states and other institutions could result in reduced funding for UNECE and hamper its efforts to continue its normative work to develop norms, standards and legal instruments and assisting member states to monitor and implement them.</p> <p>A (ii) UNECE may not have the capacity to offer a platform for all stakeholders to share information, views and experience and improving the coordination of these activities that may affect the implementation of the Millennium Development Goals.</p> <p>A (iii) Attention to gender mainstreaming in programmes and activities could be inadequate and put UNECE in a negative light in the eyes of some member states and tarnish its image.</p> <p>A (iv) UNECE may not have the capacity to implement the provisions of its reform as adopted by Members States in December 2005 and endorsed by the General Assembly.</p>	<p>UNECE adopted a reform plan in December 2005 aimed at enhancing accountability, transparency and horizontal coherence of its activities with a view to enabling the organisation to better respond to the needs of its member states. The outcome of the UNECE reform was subsequently discussed and approved in the Fifth Committee and in the General Assembly in December 2005 under Agenda item 124 "Proposed Programme Budget for the biennium 2006-2007.</p> <p>UNECE applies a multi-stakeholder approach, involving governments, other international organizations, non-governmental organizations and the private sector in its activities at all levels.</p> <p>An informal intergovernmental group was recently set up to address gender-related issues</p> <p>Successful implementation of reforms require not only resources but open and intensive interaction between the membership and the Secretariat of UNECE. The new governance structure introduced as part of the reform, namely the Executive Committee, regularly (every six months) carries out a detailed review of the implementation of the reform.</p>	Possible	High	Higher Risk

1	Focus Area:	Strategic Management and Governance		Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
	<p>A (v). Expected accomplishments may not be achievable because of high degree of external dependency on member states on whose activities ECE has no control.</p> <p>A (vi) Insufficient coordination with other UN agencies and Bretton Woods institutions could lead to duplication of efforts and limitations in the work of ECE.</p> <p>A (vii) Lack of open and intensive interaction between the membership and the secretariat of ECE may prevent successful implementation of reforms launched in 2005.</p>	<p>In order to increase the impact of its work, the UNECE reinforced its cooperation with key international organizations and institutions in all relevant areas of its work, in particular FAO, OECD and UNDP.</p> <p>The ECE is working in close partnership with other UN regional commissions. Teaming up with other partners is a continuous effort.</p>	Strategy	Possible	High	Higher Risk

1	Focus Area:	Strategic Management and Governance	Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likelihood	Impact	Overall Risk
II	<p><b>Mandate and mission</b></p> <p>B (i). There is a risk of privatisation of public goods to the detriment of UNECE as some of the work is done in partnership with the private sector, which may wish to hold on to the intellectual property rights of some UNECE products.</p> <p>B (ii) Management oversight arrangements, if inadequate, could contribute to inability to achieve objectives and expected accomplishments.</p> <p>B (iii) Lack of capacity/resources to implement at regional level, mandates emanating from Economic and Social Council (ECOSOC) and the General Assembly may result in loss of reputation to UNECE as a leading regional body.</p>	<p>Governance</p> <p>Governance</p> <p>UNECE is particularly vigilant on this matter and is continuously liaising with the UN legal office and World Intellectual Property Organisation (WIPO) in this respect.</p> <p>A new, more transparent governance structure, involving Member States was put in place by the 2005 UNECE reform. The programme planning, monitoring and evaluation functions were strengthened</p>	Possible	High	Higher Risk
III	<p><b>Policies and procedures</b></p> <p>E (I). Increased security measures at the UN, without the implementation of procedures to facilitate the prompt access of delegates to meetings, may lead to disruption of meetings and to decisions not to hold meetings in Geneva with ultimate loss of reputation to UNECE.</p>	<p>Operational</p> <p>The security and safety is under the control of UNOG. UNECE has no control over security procedures adopted by UNOG.</p>	Possible	Medium	Moderate Risk

1	Focus Area:	Strategic Management and Governance	Possible	High	Higher Risk
No	<p><b>Interview/Review Summary (Description of risk)</b></p> <p>D (i) The lack of a comprehensive centralised funding strategy for extra budgetary resources meant to cover the programme of work may lead to a reduction in mandated activities and may not meet the expectations of member states.</p> <p>D (ii) The extra budgetary funding may not be sufficient to cover the demand for technical assistance especially in economies in transition.</p> <p>D (iii) The mismatch between growth in regular budget funding and activities of ECE may prevent the achievement of objectives.</p>	<p><b>OIOS Assessment</b></p> <p>The Board Of Auditors (BOA) had recommended the development and implementation of a comprehensive fund raising strategy (UNS-ECE-SWI-2005-10).</p> <p>As part of the reform programme, UNECE is reviewing funding strategies, relevance of subprogrammes and equitable distribution of resources. However, UNECE Management commented that Member States have found the efficiency of central funding to be low and therefore opted to continue activity based fund raising strategies.</p> <p>ECE has no control over growth in regular budget which has remained static over the years.</p>	Possible	Impact	Overall Risk
		Financial	Medium		Moderate Risk
IV	<p><b>Risk Management</b></p> <p>A (i) Lack of Enterprise Risk Management could lead to UNECE not managing its risks and opportunities adequately.</p> <p>B (i) If senior management fails to provide necessary direction and leadership, and appropriately empower staff, this may result in confusion regarding managements expectations and suboptimal effectiveness in implementing programme of work</p>	<p>Management commented that this risk assessment will be the basis for the future UNECE risk management</p> <p>UNECE-wide staff meetings, divisional staff meetings, team meetings, discussions within the Performance Appraisal System (PAS) process are among the tools used by UNECE to provide direction and leadership and to empower staff.</p>	Possible	Medium	Moderate Risk
		Strategy	Medium		Moderate Risk
		Governance	Possible	Medium	Moderate Risk

1	Focus Area:	Strategic Management and Governance	Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likeli- hood	Impact	Overall Risk
V	Organisation structure and functions		Possible	Medium	Moderate Risk
	<p>B (i) UNECE organization structure, if inadequate to support the mandate, may impact on the achievement of objectives and delivery of services.</p> <p>B (ii) If delegation of authority is inappropriate, this may delay or prevent UNECE from fulfilling mandate in an efficient manner.</p> <p>B (iii) Unclear roles and responsibilities may prevent UNECE from fulfilling its mandate in an effective manner.</p> <p>B (iv) Inability to fully adapt to the changing needs and expectations of its member states, and the changing institutional architecture may result in loss of institutional relevance in the region.</p>	<p>UNECE adopted a reform plan in December 2005 which led to structural changes reflecting the needs and priorities of its member states.</p>	Possible	Medium	Moderate Risk

## Risk Assessment of : UNECE

2	Focus Area:	Financial Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	<b>Financial management</b>		Strategy	Possible	Medium	<b>Moderate Risk</b>
	A (i) There is a risk that since financial management functions except fund raising and results based budgeting, have been delegated to UNOG, the lack of ownership of the process makes UNECE dependent on UNOG for timely completion of accounting and financial reporting.	Lack of communication and delays in services from UNOG have been identified as risks in the previous OIOS risk profiles.		Possible	Medium	
	D (i) Lack of centralised funding strategy may result in failure to raise sufficient extra budgetary resources to meet the member states mandated activities.  D (ii) The UN regular budget cycle is inflexible and may cause inefficiencies when allotments expire if not spent before the end of the biennial budget period.  D (iii) Results based budgeting risks being flawed due to the linkage between UNECE activities/objectives and member states work over which UNECE does not have control.  D (iv) Donor confidence could be lost due to failure to produce accurate Extra Budgetary (XB) project related financial reports if there are breakdowns in the IMIS. Regular Budget (RB) financial reports may not be consolidated on time or may be inaccurate and misleading.	UNECE management advised that there has been no major breakdown in IMIS but interruptions in IMIS service have been experienced from time to time. As part of the reform programme, UNECE is reviewing funding strategies, relevance of subprogrammes and equitable distribution of resources. However, UNECE Management commented that Member States have found the efficiency of central funding to be low and therefore opted to continue activity based fund raising strategies.  The UN system rules and procedures are followed which provide that allotments have to be made for the period for which the funds were approved.	Financial	Remote	Low	<b>Lower Risk</b>
	G (i) Incompatibility of information technology packages including IMIS, Databases and Galaxy which are not interfaced may lead to inefficiencies in programme delivery.	UNECE management hopes the UN wide information and Communication Technology (ICT) policies will address issues of incompatibility of systems.	Information Resources	Likely	Medium	<b>Higher Risk</b>

2	Focus Area:	Financial Management		Possible	Medium	Moderate Risk
No	<p>Interview/Review Summary (Description of risk)</p> <p>E (i) The UN framework of rules and regulations as it relates to financial management is cumbersome and does not allow flexibility to staff and leads to inefficiencies and ineffectiveness in providing support e. g budget cycle spend or lose.</p>	<p>OIOS Assessment</p> <p>The UN policies and procedures for HR and Finance are used.</p>	<p>Risk Category</p> <p>Operational</p>	<p>Likelihood</p> <p>Possible</p>	<p>Impact</p> <p>Medium</p>	<p>Overall Risk</p> <p>Moderate Risk</p>

## Risk Assessment of: UNECE

3	Focus Area:	Human Resource Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	<p><b>Human resources management</b></p> <p>A (i) Human resources functions have been delegated to UNOG (except for the initiation of requests for HR related actions), the lack of ownership of the process could make UNECE dependent on UNOG's ability to provide service in a timely manner.</p> <p>A (ii) Frequent changes in HR staff assigned to service UNECE has had a negative impact on service provision and a consequent loss of morale.</p>	<p>UNECE management informed that they work well with UNOG. The main problems experienced have been delays in processing actions requested by UNECE, e. g for consultancy contracts or as related to the various actions/steps required to complete a vacancy selection process.</p>	Strategy	Possible	Medium	<b>Moderate Risk</b>
				Possible	Medium	<b>Moderate Risk</b>



3	Focus Area:	Human Resource Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
	<p>E (i) Lack of clear guidelines for use by requesting Programme and Administrative Officers, particularly with regards to the recruitment of consultants may cause delays in completing personnel actions.</p> <p>E (ii) Lack of a centralised data base of consultants could lead to delays in the recruitment of consultants and individual contractors, which could further impact on programme delivery.</p> <p>E (iii) The UN framework of rules and regulations as it relates to human resource management is cumbersome and difficult and does not allow flexibility, which is time consuming and burdensome to staff and leads to inefficiencies and ineffectiveness in providing support.</p>	<p>HR action plan help monitor vacancy rates, gender and geographical distribution goals.</p> <p>OIOS audit of Consultants and Experts (AE2006/345/01) showed that UNOG needs to improve its oversight of the functions related to consultants and experts contracting in the serviced departments, offices and agencies including UNECE.</p> <p>The UN policies and procedures for HR and Finance are used.</p>	Operational	Possible	Medium	<b>Moderate Risk</b>

3	Focus Area:	Human Resource Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
	<p>F (i) The vacancy rate of approximately 6% could impair achievement of UNECE's mandate.</p> <p>F (ii) Failure to enforce the policy of geographical distribution in the recruitment of staff and consultants (90% of staff come from the region) may give perception that UNECE is not respecting, the UN principal of geographical balance.</p> <p>F (iii) UN mobility programme may create loss of specialised knowledge and inefficiencies in human resources management. In particular the requirement of National Competitive Examinations (NCE) candidates to rotate after two years deprives divisions of on the job trained manpower.</p>	<p>Vacant posts are normally temporarily occupied pending completion of the recruitment process.</p> <p>HR action plan helps monitor vacancy rates, gender and geographical distribution goals.</p> <p>UNECE is committed to promote, through human resources management, staff mobility and skill enhancement to ensure that staff members periodically change divisions and subprogrammes, encourages staff members to gain experience in other UN and international organisations as well as in the field.</p>	Human Resources	Remote	Medium	Lower Risk
	G (i) Incompatibility of information technology packages including IMIS, Databases and Galaxy which are not interfaced may lead to inefficiencies in programme delivery.	The new Enterprise Resource Planning (ERP) will address some of the incompatibility concerns.	Information Resources	Possible	High	Higher Risk

## Risk Assessment of : UNECE

4	Focus Area:	Procurement and Contract Administration		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	<p><b>Procurement and contract administration</b></p> <p>A (i) There is risk that since procurement functions, except initiation of requisitions and certifications, have been delegated to UNOG, the lack of ownership of the process makes UNECE dependent on UNOG for prompt completion of procurement actions.</p> <p>E (i) Requisitioners' lack of knowledge of the UN procurement procedures could result in compromise of procurement actions, inefficiencies, incorrect decisions and could result in ordering incorrect goods.</p> <p>E (ii) The standardization of purchase of computer equipment under the UNOG ICT systems contracts may result in the purchase of IT equipment which is not suitable to UNECE specific requirements e. g UNECE traveling staff prefer lighter laptops that what UNOG ICTS has recommended as standard laptops.</p> <p>E (iii) The lack of procurement plans may result in failure by UNOG procurement unit to meet UNECE's procurement deadlines with a consequent delay in programme delivery</p>	<p>UNOG is developing a procurement intranet site which will cover the whole procurement process and will be accessed by all staff members.</p> <p>Requisitioners are required by UNOG to prepare procurement plans in advance to ensure that needs are met.</p> <p>Technology Innovation Committee (TIC) in UNOG coordinates with UNOG serviced agencies in identifying requirements for systems contract.</p>	Strategy	Possible	Medium	Moderate Risk
			Operational	Possible	Medium	Moderate Risk

## Risk Assessment of : UNECE

5	Focus Area:	Logistics Management		Possible	Low	Lower Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	Logistics management			Possible	Low	Lower Risk
	A (i) There is risk that since travel functions except initiation of travel request, and travel arrangements for delegates from outside Geneva, have been delegated to UNOG, lack of ownership of the process makes UNECE dependent on UNOG for timely completion of travel processing.	UNECE has good relations with the travel section in UNOG	Strategy	Possible	Low	Lower Risk
	E (i) Participants from outside Geneva may not get their tickets and Daily Subsistence Allowance (DSA) in time because of lack of capacity from cooperating partners such as UNDP.	ECE has embarked on streamlining operations with UNDP field offices to improve services.	Operational	Remote	Low	Lower Risk
	D (i) Risk of loss of cash as staff members are required to hand carry cash for DSA for participants in meeting venues outside Geneva where there are no UNDP or other UN offices.	UNOG plans to use easy card after a pilot project to test its efficiency and effectiveness. The use of the card is expected to reduce carrying of cash to meeting sites.	Financial	Possible	Medium	Moderate Risk

## Risk Assessment of: UNECE

6	Focus Area:	Information Technology Management	Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likelihood	Impact	Overall Risk
I	<p><b>Information Technology Management</b></p> <p>G (i) Failure to take over ownership of an application through a formal process of user acceptance testing and sign off once it has been developed and handed over may result in systems not meeting user requirements.</p> <p>G (ii) Inadequate /non- existent procedures (security policy) for the granting of access rights to systems and applications and the administration of such rights (including user ID and password structures, control over access tables, user disciplines and control over transfers/leavers) may result in loss of data integrity.</p> <p>G (iii) Lack of policy on data retention and confidentiality may lead to loss of data, and confidentiality.</p> <p>G (iv) The back up and recovery procedures outsourced from UNOG/ICTS may not be operating as intended due to failure to carry out a periodic recovery exercises.</p>	<p>ICT strategy for UNECE was issued in December 2006. It includes strategies which if implemented would mitigate some of the risks noted under the IT focus area.</p> <p>Service Level Agreement (SLA) with UNOG ICTS is in place though it does not specify remedies for failure to perform and losses which might result from a disaster.</p> <p>OIOS UNECE ICT management report identified most of these shortcomings which are being addressed as part of the implementation of the recommendations.</p>	Possible	High	Higher Risk
		Information Resources	Possible	High	Higher Risk

6	Focus Area:	Information Technology Management		Possible	High	Higher Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
	<p>G (v) Storage of back up media may be inadequate as the service level agreement does not incorporate proper security procedures over media and there are no remedies to UNECE in the event of failure to recover data.</p>		Information Resources	Possible	High	Higher Risk
	<p>G (vi) Failure to define the mission critical functions and data may hinder the implementation of an appropriate Business Continuity Plan, which may result in failure to resume operations in the event of a disaster.</p> <p>G (vii) The network platform including its devices may be vulnerable to external attacks by hackers and other intruders, with a consequent interruption of services, loss of data and damage and destruction of equipment.</p>	<p>The network administrators periodically assess network hosts, with oversight from the UNOG ICT Security Working Group - to ensure timely identification and mitigation of system vulnerabilities to prevent security compromises of the network.</p>				

## Risk Assessment of : UNECE

7	Focus Area:	Programme and Project Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	<p><b>Transport</b></p> <p>A (i) The role of UNECE in providing a forum for international safety and environmental standards for transport could be undermined by the duplication of activities with other organisations, such as, European Union (EU), World Bank, Organisation for Economic Cooperation and Development (OECD), United Nations Development Programme (UNDP), Organisation for Security and Cooperation in Europe (OSCE) etc.</p>	<p>The European Conference of Ministers of Transport (ECMT) reform resulted in the closure of their road safety group, whose tasks have been handed over to UNECE also in this process the European Union (EU) draws on UNECE to roll out road safety and environmental improvement beyond the EU territory;</p> <p>EU has replaced its type approval directives by the UN developed legal instruments;</p> <p>UNECE and World Health Organisation (WHO) have established close cooperation on road safety, and some tangible results of this cooperation can already be seen;</p> <p>Global Road Safety Partnership (GRSP) is becoming a global focal point for road safety policy issues, though they still have a limited scope;</p> <p>The World Bank focuses on road safety improvement in the framework of investment projects and these projects draw also on the UNECE work and legal instruments;</p> <p>The Committee on Inland Transport shall keep the vehicle's regulatory activity of the World Forum for Harmonization of Vehicle Regulations (WP.29), which is a coordination role in itself;</p>	Strategy	Possible Possible	Medium Medium	Moderate Risk <b>Moderate Risk</b>

7	Focus Area:	Programme and Project Management		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
	<p>B (i) Some member states may have conflicting interests in transport issues, leading to lack of implementation of agreed norms, standards and legal instruments with a consequent potential loss of relevance of UNECE in the region.</p> <p>B (ii) Lack of cooperation by member to take border crossing facilitation measures, can lead to partial solutions to smooth border crossing.</p>	<p>All norms, standards and legal instruments are adopted through consensus or by an at least two-third majority. Thus they remain relevant for a significant part of UNECE.</p> <p>UNECE commented that this was a high risk beyond the control of UNECE. At the same time there is also a high reward if Member States fully implement programs.</p>	Governance	Possible	Medium	<b>Moderate Risk</b>



7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likelihood	Impact	Overall Risk
	<p>E (i) Inadequate coordination of work between ECE divisions on issues of common interest and overlapping mandates, may result in inefficiencies and waste of resources.</p> <p>E (ii) Lack of access to relevant documents due to inability of UNOG support services to produce and translate documents in a timely manner may result in delays in governing bodies decision making.</p> <p>E (iii) There is a risk that UNECE is not able to monitor the number of countries that sign and ratify the agreements because of resource constraints.</p> <p>E (iv) Late, unreliable and incomplete submission of data for research purposes from member states, may result in the development of sub standard proposals for legal instruments, norms and standards.</p> <p>E (v) Lack of resources and access to reliable data may hinder the collection of information on the implementation of norms, standards and legal instruments at country level.</p> <p>E (vi) UNECE may not have the resources and tools to fulfill its objectives of improving safety, environmental protection, energy efficiency and security in the transport sector with a consequent loss of reputation.</p>	<p>UNECE adopted a reform plan in December 2005 aimed at enhancing accountability, transparency and horizontal coherence of the activities of the organisation with a view to enabling the organisation to better respond to the needs of its member states. Multi-sectoral projects have become milestones on the road to improve internal cooperation. These projects are: the PEP initiative that addresses transport, environment and health issues; trade and transport facilitation efforts etc.</p> <p>This is an external risk and it is typical of the transition economies. The lack of reliable data is becoming an even bigger problem as liberalisation of transport services is gaining ground. Close cooperation among international organisations and particularly with Eurostat, as well as the harmonisation programs aim at mitigating this risk. In addition, the Statistics Division and the Transport Division have decided to appoint external experts who will work out a common evaluation data work.</p>		Operational	Possible	High	Higher Risk

7	Focus Area:	Programme and Project Management				Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment			Risk Category	Likelihood	Impact	Overall Risk
	<p>E (vii) Lack of cooperation by member states and lack of resources to promote road safety campaigns, promote safety provisions in the transportation of dangerous goods and perishable food stuffs and security of transport systems, may result in complicated border crossings, incoherent infrastructure networks for road, rail and inland waterway transport and may pose a threat to the well being of the environment and its inhabitants.</p> <p>E (viii) Inability to be kept up-to-date with technological advances related to manufacturing of vehicles may result in incoherent vehicle standards in the region.</p>	<p>Transport documents are submitted for processing in accordance with deadlines to appropriate UNOG services where bottlenecks occur.</p> <p>Well targeted knowledge management and regular expert meetings serve to ensure that staff keep abreast of new developments.</p>	Operational	Possible	High	Higher Risk		
	<p>F (i) UN mobility programme may create loss of specialised knowledge and inefficiencies in human resources management. In particular the requirement of NCE candidates to rotate after two years deprives divisions of on the job trained manpower.</p> <p>F (ii) Lack of in-house administrative capabilities in financial, budget and human resources management may lead to delays in programme delivery.</p>	<p>The UN mobility programme is an opportunity. UNECE is committed to promote, through human resources management, staff mobility and skill enhancement to ensure that staff members periodically change divisions and subprogrammes, encourages staff members to gain experience in other UN and international organisations as well as in the field.</p>	Human Resources	Possible	High	Higher Risk		

7	Focus Area:	Programme and Project Management	Risk Category	Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
II	<p><b>Trade and Timber</b></p> <p>A (i) Duplication of effort across organizations within the European area in the area of Timber and Forestry policy, may lead to inefficiencies.</p> <p>A (ii) Duplication of effort across organizations globally in the area of agricultural quality standards may lead to inefficiencies.</p> <p>A (iii) Duplication of effort across organisations in the area of electronic business standards may lead to inefficiencies.</p> <p>A (iv) Taking over of some work by other organizations especially private sector groups could reduce the voice of governments in determining standards that are critical for the functioning of their administration.</p> <p>A (v) Taking over of some work by other organizations especially private sector groups could reduce the voice of governments in determining standards that are critical for the functioning of their administration.</p>	<p>Continue joint funding of work with Food and Agricultural Organisation (FAO) and joint programme of work with the FAO European Forestry Commission, work with Secretariat of the Ministerial Conference on the Protection of Forests to formalize existing cooperation. Also UNECE should work with other organizations and member states in the region in order to coordinate regional inputs to the UN Forum on Forests.</p> <p>Consultations with OECD have been initiated, at the request of member States, in order to concentrate the activities in the field of agricultural quality standards in UNECE, discussions now need to be initiated with the FAO to further improve coordination in this area.</p> <p>Continue close cooperation with other organizations in the context of the ISO/IEC/ITU/UNECE MoU on electronic business standards and continue to work to engage industry associations as partners in the work.</p>	Strategy	Possible	Medium	Moderate Risk

7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likelihood	Impact	Overall Risk
	<p>F (i) Lack of adequate staff resources with the right competencies could result in failure to develop and maintain high quality electronic data interchange norms, standards, guidelines, recommendations and tools and related activities (extending to electronic codes, new e-business standards).</p>	<p>A concerted effort needs to be launched to obtain extra-budgetary resources for this work, with support from UNECE administration, the UNOG training section and, possibly, specialised consultants.</p>		Human Resources	Possible	Medium	Moderate Risk
	<p>E (i) Lack of analytical and monitoring tools related to sustainable forest management, including sound, legal use of wood, forest products and services in the region may result in poor forest management and eventual forest destruction.</p> <p>E (ii) Production of inaccurate statistics, information and analysis, could result in suboptimal decision making and eventually loss of reputation to the work of the UNECE</p>	<p>UNECE management commented that this is more a risk at the country level.</p> <p>UNECE management commented that, "this risk is inherent in all analytical work and may be minimised by normal quality control (e. g the Timber Sections quality guidelines, already in use) and by actively seeking feedback from users and not UNECE Secretariat.</p>		Operational	Possible	Medium	Moderate Risk

7	Focus Area:	Programme and Project Management	Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likelihood	Impact	Overall Risk
	<p>F (i) Institutional constraints in the recruitment of consultants and the filling up of vacant posts may result in failure to achieve the objective of promoting sustainable forest management, development of agricultural quality standards, research in trade policy areas and reduction of barriers to trade and integrate transitional countries in the global economy.</p> <p>F (ii) Lack of competent, experienced staff as a result of the mobility policy, may lead to poorly conceived standards and regulatory frameworks.</p>	<p>OIOS audit of consultants and experts (AE2006/345/01) pointed out the need for improved selection of consultants including measures to ensure competitiveness, transparency and improved response times.</p>	Remote	Medium	Lower Risk
	<p>G (ii) Lack of IT software and hardware tools could result in failure to develop and maintain high quality electronic data interchange norms, standards, guidelines, recommendations and tools and related activities (extending to electronic codes, new e-business standards).</p>		Possible	Medium	Moderate Risk
III	<p><b>Environment Housing and Land Management</b></p>		<b>Possible</b>	<b>Medium</b>	<b>Moderate Risk</b>
	<p>E (i) Failure to implement commitments and recommendations in Eastern Europe, the Caucasus and Central Asia mainly because of funding and technical expertise constraints in the countries may result in loss of relevance for UNECE.</p> <p>E (ii) Performance indicators may not be realistic because the work of the Division is government driven. Outputs may therefore change at the request of governments and successes, especially at the national level, and may not be reflected in the performance indicator achievements.</p>	<p>Increased focus on implementation by member states of their decisions and agreed goals including those made in the Environment for Europe process, the Eastern Europe, Caucasus and Central Asia (EECCA) environmental strategy, and the UNECE Environmental Conventions.</p>	Possible	Medium	Moderate Risk

7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likelihood	Impact	Overall Risk
	<p>F (i). The UN Mobility policy could have negative impact on a highly technical Secretariat. Similarly the policy of rotation of NCE candidates after a period of two years have had negative impact in that movement is mandatory at the time when staff become technically competent.</p>	<p>While UNECE is committed to promote, through human resources management, staff mobility and skill enhancement, there remain risks from increased mobility due to possible loss of skills and knowledge in areas that are highly technical</p>	Human Resources	Possible	Medium	Moderate Risk	
	<p>D (i) The expansion of programme of work has not been accompanied by a similar increase in regular budget funding, in particular to support activities under the conventions, which may result in failure to meet expectations of member states with a consequent loss of reputation</p>	<p>Management explained that the Division of Environment, Housing and Land management has been able to meet much of the shortfall in funding through active fund raising</p>	Financial	Possible	Medium	Moderate Risk	
	<p>B (i) The UN framework of rules and regulations as it relates to HR and Finance is cumbersome and difficult and does not allow flexibility, which is time consuming and burdensome to staff and leads to inefficiencies and ineffectiveness in providing support e. g budget cycle spend or lose, RB cannot be rolled over etc.</p>	<p>The UN policies and procedures for HR and Finance are used, but the division finds that the system does not always operate effectively and efficiently.</p>	Governance	Possible	Medium	Moderate Risk	
IV	<p><b>Sustainable Energy</b> D (i) Funds committed by member states and other donors may not be transmitted in a timely manner to UNECE, leading to delays in programme delivery.</p>	<p>UNECE follows up on committed funds through the various subprogrammes directly with donors.</p>	Financial	Possible	Medium	Moderate Risk	

7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likelihood	Impact	Overall Risk
	<p>E (i) Implementation of recommended energy policy reforms that are not fully adopted in the regulatory processes such as the pricing policies in the countries concerned may result in loss of reputation for UNECE.</p> <p>E (ii) Inadequate intergovernmental mandates may prevent member states from participating fully in activities to promote energy security and better infrastructure.</p> <p>E (iii) Duplication of effort with other international organisations such as EU, World Bank, OECD, UNDP, OSCE and intergovernmental bodies in particular the International Energy Agency and the Energy Charter in dealing with energy matters may result in inefficient utilisation of resources.</p>	<p>Governments of member States are responsible for formulating recommendations of the Committee on Sustainable Energy and its expert groups and for follow-up at the national level.</p> <p>The UNECE secretariat seeks to ensure that each activity undertaken with regular budget or extra-budgetary funds is supported by an approved intergovernmental mandate.</p> <p>The Committee on Sustainable Energy carefully defines its activities to meet the needs of member States and seeks to find synergies with other relevant international organisations including joint activities, MOU, participation of members of other relevant organisations in the activities of the sub-programme.</p>	Operational	Possible	Medium	<b>Moderate Risk</b>	
	<p>F (i). The UN Mobility policy if not implemented properly could have negative impact on a highly technical Secretariat.</p>	<p>UNECE is committed to promote, through human resources management, staff mobility and skill enhancement to ensure that staff members periodically change divisions and subprogrammes, encourages staff members to gain experience in other UN and international organisations as well as in the field.</p>	Human Resources	Possible	Medium	<b>Moderate Risk</b>	

7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No V	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likeli- hood	Impact	Overall Risk
	Statistics			Operational	Possible	Medium	Moderate Risk
	<p>E (i) Failure to set up and maintain an appropriate database on Millennium Development Goal Indicators using the data base and dissemination infrastructure of the statistical subprogramme may affect the contribution to the implementation of the Millennium Development Goals.</p> <p>E (ii) Lack of formal agreements on data sharing with international organisations such as Eurostat, ILO, WHO Europe, World Bank, UNESOM, OCED, IMF, CIS and National Statistical Offices may prevent UNECE from achieving an increased availability of reliable, timely and comparable macroeconomic, social and demographic statistics.</p> <p>E (iii) Member states may opt for other locations to hold conferences and meetings because of the security rules which results in long delays to obtain access to the Palais des Nations in Geneva.</p> <p>E (iv) Member states may opt for other locations to hold conferences and meetings because of use of outdated forms, procedures and work methodology in the publications unit of the UNOG Division of Conference Services</p>	<p>UNECE management informed OIOS that a database for millennium development goals has been setup.</p> <p>A forum CCSA (Committee for the Coordination of Statistical Activities) has been formed to address the issue of cooperation.</p> <p>Furthermore the contents of the online database have been reviewed and shall be improved according to the recommendations.</p> <p>Division of Conference Services is proposing to upgrade its facilities and systems</p>		Operational	Possible	Medium	Moderate Risk



7	Focus Area:	Programme and Project Management			Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Risk Category	Likelihood	Impact	Overall Risk
	<p>D (i) Lack of sufficient funding may lead to a reduction in mission travel and consequent failure to coordinate international statistical work in the UNECE region and to cooperate with other Regional Commissions.</p> <p>D (ii) Lack of transparency in the use of administrative overhead charge on donor fund (overhead support costs) and the rate applied may result in UNECE losing its competitive advantage.</p>	<p>As part of the reform programme, UNECE is reviewing funding strategies, relevance of subprogrammes and equitable distribution of resources. However, UNECE Management commented that Member States have found the efficiency of central funding to be low and therefore opted to continue activity based fund raising strategies.</p>		Financial	Possible	Medium	Moderate Risk
	<p>G (i) The lack of compatibility of IT tools between UN agencies and the lack of a common data portal makes it difficult to share data and research on what information is available in other sites in order to avoid duplication of effort.</p> <p>G (ii) The lack of resources devoted to IT infrastructure may render UNECE less competitive when compared to regional institutions and sub regional groupings.</p>	<p>UNECE management informed OIOS that the lack of compatibility is a UN wide problem and should be addressed as part of the UN wide strategy.</p>		Information Resources	Possible	High	Higher Risk
	<p>F (i). The UN Mobility policy if not implemented properly could have negative impact on a highly technical Secretariat. Similarly the policy of rotation of NCE candidates after a period of two years have had negative impact in that movement is mandatory at the time when staff become technically competent.</p>	<p>UNECE is committed to promote, through human resources management, staff mobility and skill enhancement to ensure that staff members periodically change divisions and subprogrammes, encourages staff members to gain experience in other UN and international organisations as well as in the field.</p>		Human Resources	Possible	Medium	Moderate Risk

7	Focus Area:	Programme and Project Management	Risk Category	Possible	Medium	Moderate Risk
No VI	<p><b>Interview/Review Summary (Description of risk)</b></p> <p><b>Economic Cooperation and Integration</b></p> <p>A (I) High expectations from member states, in particular from countries with economies in transition, may not be matched by limited resources of UNECE, especially extra budgetary resources needed for capacity-building activities which may ultimately lead to dissatisfaction among some member states.</p>	<p><b>OIOS Assessment</b></p> <p>The UNECE's Technical Cooperation shall concentrate on the sectors where UNECE has in-house expertise and comparative advantage over other organizations. It has to focus on the countries with economies in transition and has to be demand driven.</p> <p>Strategy on Technical cooperation (E/ECE/1411/Add.1) endorsed by the Commission at its annual session 2004.</p>	Strategy	Possible Remote	Medium Medium	<p><b>Moderate Risk</b></p> <p><b>Overall Risk</b></p> <p><b>Moderate Risk</b></p> <p><b>Lower Risk</b></p>
	<p>D (i) Limited possibilities to build relevant capacity in member states through technical cooperation activities as a result of insufficient resources.</p> <p>D (ii) The use of UNECEs regional advisors in capacity building may deviate resources from other activities of the programme of work</p>	<p>UNECE advised that regional advisers are for capacity building. They usually bring additional resources and do not deviate resources from other activities.</p> <p>UNECE applies a multi-stakeholder approach, involving governments, other international organizations, non-governmental organizations and the private sector in its activities at all levels.</p>	Financial	Possible	Medium	<b>Moderate Risk</b>
	<p>E (i) Challenges related to the need to closely coordinate UNECE activities with those of other parts of the UN system and other international organizations to achieve complementarities of efforts and avoid possible duplication and the resultant inefficiencies.</p> <p>E (ii) The need to further develop and maintain broad networks of experts may not be matched by available staff resources with a consequent impact on programme delivery.</p>		Operational	Possible	Medium	<b>Moderate Risk</b>

7	Focus Area:	Programme and Project Management	Possible	Medium	Moderate Risk
No	<p><b>Interview/Review Summary (Description of risk)</b></p> <p>F (i). The UN Mobility policy if not implemented properly could have negative impact on a highly technical Secretariat.</p>	<p><b>OIOS Assessment</b></p> <p>The division explained since the sub programme was introduced recently, mobility policy does not have an immediate impact on it, however it will in the long run.</p>	Likelihood	Impact	Overall Risk
		Human Resources	Remote	Medium	Lower Risk
VII	<p><b>Programme Planning, Monitoring and Evaluation</b></p> <p>A (i) Performance indicators in the strategic framework maybe ambitious and may not be achievable as they are reliant on performance by member states</p>	<p>Substantive Divisions, in cooperation with the UNECE Programme Planning, Monitoring and Evaluation (PPME) Unit, draw up the draft expected accomplishments and related indicators of achievement. They are then reviewed by the relevant Sectoral Committees and finally by the UNECE Executive Committee before submission to Headquarters. The external factors are also identified and included in the proposed programme budget for a given biennium.</p>	Possible	Low	Lower Risk
	<p>A (ii) Lack of a harmonised programme planning process among divisions may result in imbalances in accomplishments between divisions and consequently confusion and inconsistencies in decision making.</p>	<p>UNECE strengthened its programme planning, monitoring and evaluation resources and trained its managers and PPME focal points in the application of the pertinent skills.</p>	Possible	Low	Lower Risk
	<p>A (iii) Inadequate performance metrics and inability to gather relevant information for measurement purposes may impair management's ability to assess project and programme performance.</p>	<p>The UNECE developed and streamlined its monitoring and evaluation functions and practices in conformity with the relevant decisions of the Commission (document E/ECE/1415/Add.1 and E/ECE/1434/Rev.1) and in compliance with the instructions of OIOS.</p>			

7	Focus Area:	Programme and Project Management		Risk Category	Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment		Operational	Likelihood	Impact	Overall Risk
	<p>E (i) Failure to carry out subprogramme self evaluations due to lack of resources dedicated for the purpose may result in outputs that are not intended.</p> <p>E (ii) Failure to up date UNECE data on implementation of outputs in IMDIS system may deprive management the information needed to assess performance on delivery of the programme of work.</p> <p>E (iii) Excessive administrative procedures, bureaucratic and lengthy decision-making processes reduce cost-effectiveness and efficiency of programme/project execution.</p>	<p>ECE-wide and divisional resources needed to carry out and manage mandatory self-assessments and discretionary self-evaluations have been committed. Managers and staff involved have been trained.</p> <p>The UNECE PPME Unit monitors the entry of data on implementation of outputs by subprogramme in IMDIS regularly at the 6, 12, 18 and 24 month-marks.</p> <p>The in-house and intergovernmental governance structures responsible for programme planning and evaluation were streamlined and are now transparent for staff and representatives of UNECE member States</p>	Operational	Possible	Low	Lower Risk	
	<p>F (i) Lack of a training programme in the application of pertinent skills in programme planning, monitoring and evaluation for managers may result in poorly conceived evaluation results.</p>	<p>UNECE recently trained its Division chiefs, project managers and PPME focal points in planning and carrying out mandatory self-assessments and discretionary self-evaluations.</p>	Human Resources	Possible	Medium	Moderate Risk	

## Risk Assessment of : UNECE

8	Focus Area:	Conference and Documents Management	Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likelihood	Impact	Overall Risk
I	<p><b>Conference and Documents Management</b></p> <p>A (i) There is a risk that since conference and document management functions, except initiation of conferences and related documents have been delegated to UNOG, the lack of control in the production of documents may result in undue delays, which may impact negatively on the implementation of programme of work.</p> <p>E (i) Rigid UN publication rules which does not permit partners logos to appear on documents may result in partners seeking other organisations who would allow their logos to be published on outputs resulting in loss of funding.</p> <p>E (ii) Inefficient coordination and servicing of meetings, inefficient planning and coordination of the programme of meetings, improper establishment of accurate conference workload forecasts may lead to delays in the provision of meetings.</p>	<p>Meetings are held regularly with management of Conference and Document management services to discuss issues of common interest.</p> <p>Operational</p>	<p>Possible</p> <p>Possible</p> <p>Possible</p>	<p>Medium</p> <p>Medium</p> <p>Medium</p>	<p><b>Moderate Risk</b></p> <p><b>Moderate Risk</b></p> <p><b>Moderate Risk</b></p>

## Risk Assessment of : UNECE

9	Focus Area:	Property and Facilities Management	Possible	Low	Lower Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Likeli- hood	Impact	Overall Risk
I	Property and Facilities Management		Possible	Low	Lower Risk
	<p>E (i) There is a risk that since property and facilities management has been delegated to UNOG the roles and responsibilities in property management may not be clear between UNECE and UNOG and this could lead to lack of control over property.</p>	<p>UNOG has only four staff to carry out property management and inventory control functions.</p> <p>UNOG accepted a prior OIOS recommendation to delegate day to day property management and inventory control functions further to serviced agencies. Training courses will be provided to property custodians.</p> <p>UNOG also accepted a prior OIOS recommendation to improve the property and inventory tracking system.</p>	<p>Possible</p> <p>Possible</p>	<p>Low</p> <p>Low</p>	<p>Lower Risk</p> <p>Lower Risk</p>

## Risk Assessment of : UNECE

10	Focus Area:	Safety and Security		Possible	Medium	Moderate Risk
No	Interview/Review Summary (Description of risk)	OIOS Assessment	Risk Category	Likelihood	Impact	Overall Risk
I	<p><b>Safety and Security</b></p> <p>A (i) Security checks of delegates which may take too long causing long queues and delays start of meetings or even cancellation of meetings could ultimately effect UNECEs ability to hold events in UNOG premises.</p> <p>E (i) Absence of or untested security plan to respond to emergencies/contingencies may endanger the lives of staff and clients.</p> <p>E (ii) The lack of a programme to instill security consciousness/awareness to staff, in general, and individuals in charge of protecting staff may endanger the lives of staff and clients.</p>	<p>There is need for more information to be provided by UNOG to the delegates in advance of meetings on what is needed to ensure prompt clearance at the gates.</p> <p>Staff have been attending annual fire drills and senior UNECE management officials take part in security briefings by the designated official. However management advised that there maybe a need for a regular forum with UNOG to discuss rules and ways to improve service.</p>	Strategy	Possible Possible	Medium Low	Moderate Risk Lower Risk
			Operational	Remote	High	Moderate Risk

## **Focus Areas**

Focus areas are the key standard processes that are typically found in United Nations operations. These are categories established by the risk assessment framework to facilitate understanding and communicating common processes or functions within the Organization (common language). They are based on a categorization of objectives, using a hierarchy that begins with high-level objectives and then cascades down to objectives relevant to organizational units, functions, or business processes. The IAD risk assessment framework has identified eleven focus areas as follows:

- 1 Strategic Management and Governance
- 2 Financial Management
- 3 Human Resources Management
- 4 Procurement and Contract Administration
- 5 Logistics Management
- 6 Information Technology Management
- 7 Programme and Project Management
- 8 Conference and Documents Management
- 9 Property and Facilities Management
- 10 Safety and Security
- 11 Other areas (for areas not included in 1 to 10)

Each focus area may be broken down into sub-focus areas. Examples of sub-focus areas are listed below.



No.	Focus Areas	Examples of Sub Focus areas relating to principal focus
1	Strategic Management and Governance	Strategic planning and monitoring, Mandate and mission, Organizational structure and functions, Start up planning, Liquidation planning, Risk management, Policies and procedures, Governing/Legislative bodies, High level committees, Top level offices.
2	Financial Management	Accounting and financial reporting, Results-based Budgeting, Cash management, Treasury, Contributions, Fund raising, Payroll
3	Human Resources Management	Recruitment, Training, Conduct and discipline, Entitlements and allowances, Performance appraisal system and Medical Services, Use of short term staff (consultants, gratis personnel etc
4	Procurement and Contract Administration	Procurement planning, Procurement process, Local contracts committee, Administration of major contracts such as for fuel, rations, airfield services, medical supplies etc.
5	Logistics Management	Travel services, Transport operations, Air operations, Movement control, Fleet Management and Maintenance
6	Information Technology Management	Management of ICT infrastructure, software development, Communications services, ICT operations, Business continuity and disaster recovery, IT Security
7	Programme and Project Management	Management of programmes such as Rule of Law, Human Rights, Child Protection, Public Information, Disarmament , Demobilization and Reintegration, Mine action, Protection of Civilians, Military and Civilian Police operations, and Logistics; Management of projects such as technical cooperation and quick impact projects
8	Conference and Documents Management	Records management, Publications, Editorial services, Conference management, Translation and interpretation services, Web sites
9	Property and Facilities Management	Management of office premises and facilities, Contingent-owned equipment, Expendable and non-expendable property, Building Services, Inventory management, Local Property Service Board
10	Safety and Security	Security of UN staff and installations, Contingency planning, Evacuation procedures and drills, Occupational safety
11	Other areas	This is for illustration purposes only and is not a comprehensive audit and is included for any other focus areas not specified in 1-10. This may include general office administration, executive offices and common services etc.

## Risk Categories

Risk categories are common concerns or events, grouped together by the type of risk that will result.

The seven (7) risks used in OIOS Risk Assessment methodology is as follows:

- A. Strategy
- B. Governance
- C. Compliance
- D. Financial
- E. Operational
- F. Human Resources
- G. Information Resources

No.	Risk Category	Description
A	Strategy	Impact on mandate, operations or reputation arising from inadequate strategic planning, adverse business decisions, improper implementation of decisions, a lack of responsiveness to changes to the external environment, or exposure to economic or other considerations that affect the Organization's mandates and objectives.
B	Governance	Impact on mandate, operations or reputation as a result of failure to establish appropriate processes and structures to inform, direct, manage and monitor the activities of the Organization toward the achievement of its objectives. Includes attributes such as leadership, tone at the top, and promotion of an ethical culture in the Organization.
C	Compliance	Impact on mandate, operations or reputation from violations or non-conformance with, or inability to comply with laws, rules, regulations, prescribed practices, policies and procedures, or ethical standards.
D	Financial	Impact on mandate, operations or reputation resulting from: failure to obtain sufficient funding, funds being inappropriately used, financial performance being not managed according to expectations, or financial results being inappropriately reported or disclosed.
E	Operational	Impact on mandate, operations or reputation resulting from inadequate, inefficient or failed internal processes that do not allow operations to be carried out economically, efficiently or effectively.
F	Human Resources	Impact on mandate, operations or reputation resulting from a failure to develop and implement appropriate human resources policies, procedures and practices to meet the Organization's needs.
G	Information Resources	Impact on mandate, operations or reputation resulting from failure to establish appropriate information and communication systems and infrastructure so as to efficiently and effectively.

## Risk Assessment Ratings

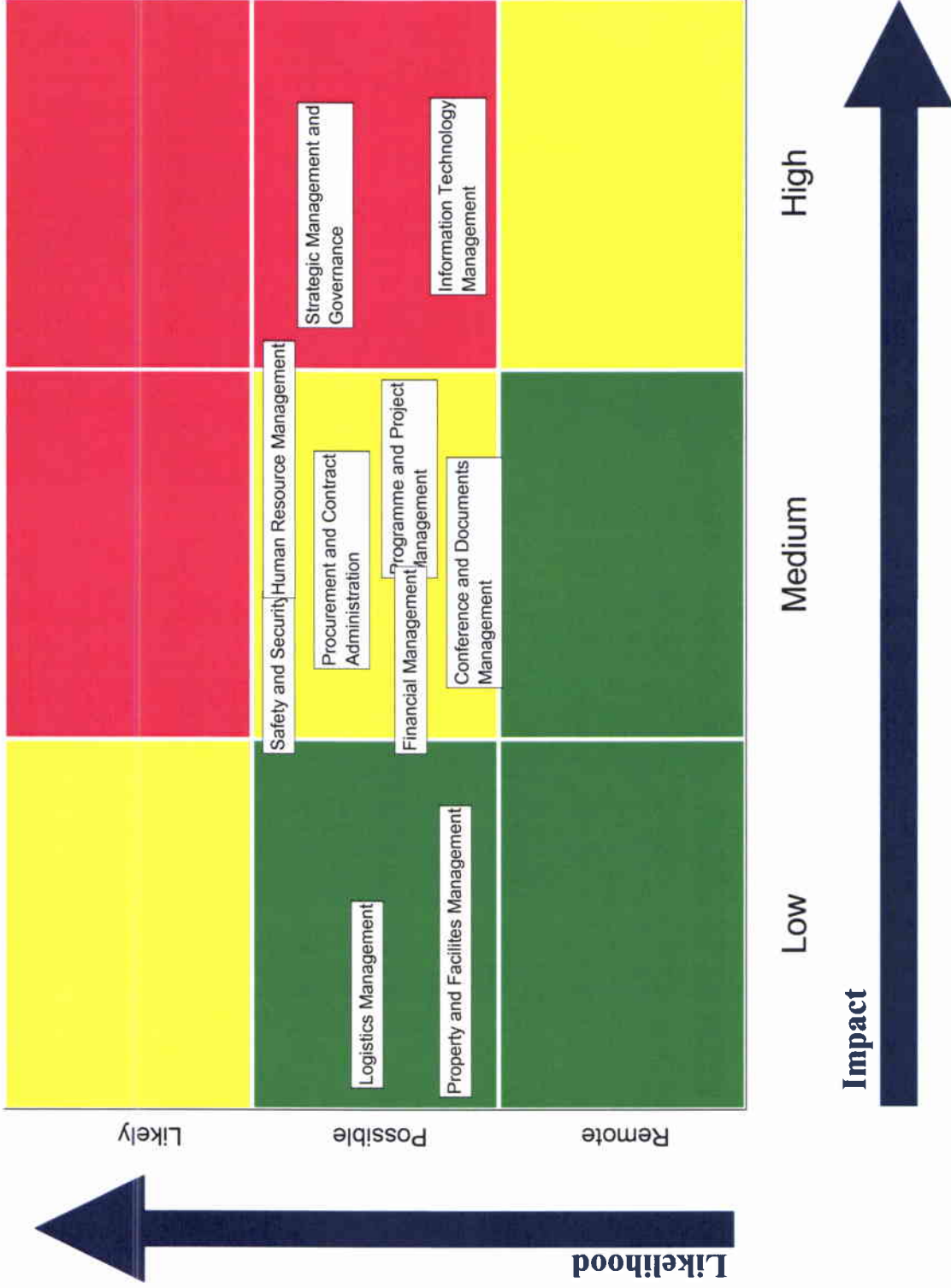
The OIOS Risk Assessment Framework evaluates the likelihood of the risk occurring and the impact it will have if it occurs. Based on the assessment of the two factors an overall risk rating is derived indicating whether the risk of a focus area is High, Moderate or Low. The ratings used is show below:

Risk Likelihood	
<b>Likely</b>	Conditions within our environment indicate that an event is expected to occur in most circumstances
<b>Possible</b>	Conditions within our environment indicate that an event will probably occur in many circumstances
<b>Remote</b>	Conditions within our environment indicate that an event may occur at some time

Risk Impact	
<b>High</b>	Serious impact on operation, reputation, or funding status
<b>Medium</b>	Significant impact on operations, reputation, or funding status
<b>Low</b>	Less significant impact on operations, reputation, or funding status

Overall Risk Combinations Impact and Likelihood	
<b>Higher Risk</b>	<p>The identified issue represents the following likelihood and impact combinations:</p> <ul style="list-style-type: none"> <li>Likely and high</li> <li>Likely and medium</li> <li>Possible and high</li> </ul>
<b>Moderate Risk</b>	<p>The identified issue represents the following likelihood and impact combinations</p> <ul style="list-style-type: none"> <li>Likely and low</li> <li>Possible and medium</li> <li>Remote and high</li> </ul>
<b>Lower Risk</b>	<p>The identified issue represents the following likelihood and impact combinations</p> <ul style="list-style-type: none"> <li>Possible and low</li> <li>Remote and low</li> <li>Remote and medium</li> </ul>

# RISK SUMMARY PROFILE (Focus Area)



# RISK SUMMARY PROFILE (Sub Focus Area)

