

# Tripartite National Task Force to Establish One United Nations in Viet Nam (TNTF)

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## Terms of Reference for TNTF Sub-Group on One Plan and One Budget

*DRAFT 9<sup>th</sup> June 2006*

**Background and assigned task:** The United Nations and Government of Viet Nam have agreed to undertake a process of reform of the UN presence in Viet Nam to achieve 'One UN'. This is defined in the *Agreed Principles, Objectives and Instruments to Achieve One United Nations in Viet Nam* as 'a unified management structure and programme' achieved through 'the unification of management, budgets, programmes and management practices'.

The *Agreed Principles* also state that:

1. The Country Programme Documents and Country Programme Action Plans of UNDP, UNFPA and UNICEF... represent the concrete commitments of these agencies in Viet Nam whatever form that the management and programming structures of the United Nations agencies take.
2. The amalgamation of the UN programme will be carried out by the UN ExCom agencies in consultation with Government and donors based on the United Nations Development Framework (UNDAF) and the Country Programme Documents and Country Programme Action Plans (CPAP) of UNDP, UNFPA and UNICEF as approved by Government.
3. The amalgamation of the budget will be carried out by the UN ExCom agencies in consultation with Government and donors.

With regard to deadlines they contain the commitment to 'achieve one programme and one budget preferably by the end of 2006'.

The terms of reference of the Tripartite National Task Force to Establish One United Nations in Viet Nam (TNTF) provide for the establishment of three technical sub-groups. The second of these, on One Plan and One Budget is led on the government side by MPI and MOF. All three sub-groups are to begin their work in June 2006. Subgroup two is tasked with preparing an option paper for consideration by the TNTF by 1 September 2006.

The TOR of the TNTF also state that the work of the subgroups should 'make efforts to build on existing global experience and best practice in implementing a unified UN structure at country level. It is however fully recognised that localised solutions will have to be found to many of the issues'.

**Outputs:** The first output of the subgroup will be a draft amalgamation of the CPAPs of UNDP, UNFPA and UNICEF in line with the UNDAF. It will retain all the results of the

existing CPAPs. It will present the overall results of the three CPAPs in a single, unified, coherent structure. The demands of that structure shall be prioritised over retaining the existing structures of the CPAPs.

The second task shall be to consolidate the budget allocations for the achievement of the results committed to by the three agencies into a single budget using a consolidated format and making clear the overall UN financial contribution to shared and individual results areas.

**Subgroup structure:** The subgroup will be divided into a component working on one plan and a component working on one budget. Smaller groups may be assigned for specific tasks as decided within the subgroup. These smaller groups may draw on additional inputs from Government, UN staff and donors should these be required.

**Approach:** One plan for the programme will be prepared prior to one budget. Following agreement of One Plan the group will move to development of One Budget to operationalise that plan in the most appropriate format to accompany the plan.

The budget relating to operational requirements will not be addressed at this time, pending completion of progress on one set of business practices in subgroup three.

**Timeline:** A first draft One Plan will be prepared before 1 September 2006 for submission to the TNTF. Following TNTF consideration of the first draft One Plan a timeline will be prepared toward completion of One Plan and One Budget for completion no later than December 31<sup>st</sup> 2006.

**Frequency of meetings:** The subgroup shall be in contact on a regular basis over e-mail to report on progress. The subgroup shall meet physically at least twice a month unless agreed otherwise by subgroup members.

**Chair:** The subgroup shall be co-chaired by MPI and the United Nations.

## One United Nations in Viet Nam – Sub-group 2: One Plan and One Budget

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