

Report of the Secretary-General on the pattern of conferences (A/73/93)

25 June 2018

Supplementary information

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I. Meetings management

A. Requests for exceptions to section I, paragraph 7, of General Assembly resolution [40/243](#) of 18 December 1985

1. Committee on Relations with the Host Country

Memorandum dated 1 May 2018 from the Secretary of the Committee

As in previous years, I wish to submit a request that the Committee on Relations with the Host Country be permitted to meet at Headquarters during the seventy-third session of the General Assembly.

This request is based on the Committee's mandate set forth in General Assembly resolution 2819 (XXVI) of 15 December 1971 authorizing the Committee to meet periodically during the year or whenever the need arises. The Committee, since its establishment in 1971, has always met during the regular sessions of the General Assembly in order to consider, among other matters, issues experienced by delegations of Member States, to finalize its annual report and to present it to the General Assembly.

Pursuant to its resolution [72/124](#) of 7 December 2017, the General Assembly affirmed "the importance of the Committee being in a position to fulfil its mandate and meet on short notice to deal with urgent and important matters concerning the relations between the United Nations and the host country", and in that connection requested "the Secretariat and the Committee on Conferences to accord priority to requests from the Committee on Relations with the Host Country for conference-servicing facilities for meetings of that Committee that must be held while the General Assembly and its Main Committees are meeting, without prejudice to the requirements of those bodies and on an 'as available' basis".

2. Committee on the Exercise of the Inalienable Rights of the Palestinian People

Letter dated 9 May 2018 from the Chair of the Committee

As you are aware, the General Assembly, by its resolution [72/13](#) of 30 November 2017, has again requested the Committee on the Exercise of the Inalienable Rights of the Palestinian People "to continue to keep under review the situation relating to the question of Palestine and to report and make suggestions to the General Assembly, the Security Council or the Secretary-General, as appropriate". By the same resolution, the Assembly requested the Secretary-General "to continue to provide the Committee with all the facilities necessary for the performance of its tasks".

As the Committee has no control over the timing of the events it is called upon to discuss, it needs to meet throughout the year, as circumstances require. Based on past experience, the Committee would request facilities for approximately three meetings per General Assembly session. These are in addition to the special meeting in observance of the International Day of Solidarity with the Palestinian People (29 November), which is included in each year's calendar.

With regard to the documentation submitted to the General Assembly, please be advised that the Committee submits its annual report (Supplement No. 35) under agenda item entitled "Question of Palestine". The Committee usually adopts its report in early September of each year, at which point it is submitted for processing.

In the light of the above, I should like to request that authorization again be granted to the Committee on the Exercise of Inalienable Rights of the Palestinian People to hold meetings during the forthcoming seventy-third second session of the

General Assembly, as necessary for carrying out the important mandate entrusted to the Committee by the Assembly.

3. Executive Board of the United Nations Development Programme, of the United Nations Population Fund and of the United Nations Office for Project Services

Letter dated 14 May 2018 from the Secretary of the Executive Board of the United Nations Development Programme/United Nations Population Fund/United Nations Office for Project Services

The members of the Bureau of the Executive Board of the United Nations Development Programme (UNDP)/United Nations Population Fund (UNFPA)/United Nations Office for Project Services (UNOPS), under the presidency of the Permanent Representative of the Republic of Mauritius to the United Nations, Jagdish D. Koonjul, have decided that the elections of the members of the Bureau for the year 2019 will be scheduled for December 2018.

We therefore request an exception to section 1, paragraph 7, of General Assembly resolution [40/243](#), to hold the elections of the members of the Bureau of the Executive Board of UNDP/UNFPA/UNOPS for 2019 during the regular session of the General Assembly, on 5 December 2018.

4. Board of Auditors and Panel of External Auditors of the United Nations, the Specialized Agencies and the International Atomic Energy Agency

Letter dated 1 May 2018 from the Executive Secretary of the Board

We would like the Committee's approval to hold the session of the Panel of External Auditors, including the meeting of its Technical Group, from 28 November to 4 December 2018 (last day: morning session only), and the special Board session, on 4 December (afternoon session only), during the seventy-third session of the General Assembly at Headquarters, in New York.

By the time of the meetings, the members of the Panel of External Auditors will include the heads of the supreme audit institutions of the United Kingdom of Great Britain and Northern Ireland (Chair), Germany (Vice-Chair), India, Chile, Canada, France, Ghana, Indonesia, Italy, Philippines, Switzerland and the United Republic of Tanzania (observer). The Board of Auditors will comprise the Auditors-General of India, Germany and Chile.

The meeting location and date are decided a year in advance of the previous session. New York is the meeting venue for this year, on the basis of a decision taken in December 2017. It would not be possible to change the meeting venue, given the high-profile nature of the meeting participants and their busy schedules.

I should be grateful if careful consideration could be given to the present request.

5. Independent Audit Advisory Committee

Letter dated 1 May 2018 from the Executive Secretary of the Independent Audit Advisory Committee

The Independent Audit Advisory Committee was established by General Assembly resolution [60/248](#) as a subsidiary body to assist the Assembly in fulfilling its oversight responsibilities.

According to its terms of reference (General Assembly resolution [61/275](#)), the Independent Audit Advisory Committee is authorized to meet up to four times a year,

in coordination with the relevant activities of the United Nations and the Assembly and in accordance with Assembly resolution on the patterns of conferences.

To date, for 2018, the Independent Audit Advisory Committee has met twice and will meet again from 18 to 20 July 2018 in New York. In order to complete its programme of work for 2018 and to ensure that it provides timely advice to the General Assembly, the Committee is planning to hold one final session for this year, from 11 to 14 December 2018.

In the December session, the Independent Audit Advisory Committee plans to discuss, inter alia, the Office of Internal Oversight Services (OIOS) programme of work for 2019. The OIOS workplan will not be available to the Committee before December 2018. In addition, the Committee will review the OIOS budget proposal under the support account for peacekeeping operations for 2019/20 and provide its comments to the Advisory Committee on Administrative and Budgetary Questions prior to the latter's review of the OIOS budget proposals.

In this regard, I am requesting that the Independent Audit Advisory Committee be granted a waiver to hold its last session from 11 to 14 December 2018, in line with Assembly resolution [40/243](#). The granting of this waiver would enable the Committee to complete its programme of work for 2018.

B. Intersessional departures

<i>Organ</i>	<i>Request</i>	<i>Action taken</i>
Advisory Committee on Administrative and Budgetary Questions	To extend its fall 2017 session by four days, from 15 to 19 December 2017, primarily owing the additional time requirements envisaged for the Committee's consideration of the reports by the Secretary-General on reform (including an extensive addendum on proposed reforms to the Organization's planning and budgeting system). The time taken for this item has affected the Committee's ability to finalize other reports within the allocated to the current session.	Request not approved
Advisory Board on Disarmament Matters	To convene the sixty-ninth session of the Board, from 24 to 26 January 2018, in Geneva rather than New York in order to give members the opportunity to consult directly with delegates in the Conference on Disarmament on current issues. Secondly, given that the Board also functions as the Board of Trustees of the United Nations Institute for Disarmament Research (UNIDIR), holding a session in Geneva allows the members to maintain close contact with the staff of the Institute. Additionally, a subcommittee on UNIDIR, consisting of four to five Board members, will meet for one day prior to the Board's regular session.	Request approved
Chairpersons of the human rights treaty bodies	To hold their thirtieth annual meeting in New York instead of Geneva, from 29 May to 1 June 2018.	Request approved

<i>Organ</i>	<i>Request</i>	<i>Action taken</i>
Independent Audit Advisory Committee	To extend its forty-fourth session by one day, from three days to four, from 11 to 14 December 2018, to enable the United Nations system oversight committees to meet together, hosted by the Committee in the context of its forty-fourth session.	Request approved
Advisory Board on Disarmament Matters	To hold the seventy-first session of the Board, from 30 January to 1 February, in Geneva rather than New York in order to give members the opportunity to consult directly with delegates in the Conference on Disarmament on current issues. Secondly, as the Board also functions as Board of Trustees of the United Nations Institute for Disarmament Research (UNIDIR), holding a session in Geneva allows the members to maintain close contact with the staff of the Institute. Additionally, the Board members will meet for one day prior to the Board's regular session to discuss the work of UNIDIR.	Request approved

C. Utilization of conference-servicing resources and facilities

Utilization of conference-servicing resources and facilities may be measured in terms of a utilization rate, calculated using the following formula:

$$U = \frac{(A+B)-(C-E)-(F/3)}{(A+B)}$$

where: U is utilization, the percentage of available conference resources actually used by the organ in question; A is the number of meetings programmed by a given organ at a scheduled session; B is the number of additional meetings held during the session; C is the number of meetings cancelled during the session; E is the total number of reassignments; and F is the amount of time lost owing to late starting/early ending (hours and minutes rounded to the nearest five minutes, for example, 5:25 = 5 hours and 25 minutes).

In the foregoing calculation, the time lost as a result of late starting and early ending (F) is converted into the equivalent of meetings lost by dividing the total by three, as the standard meeting time is three hours. The number of reassignments (E) is subtracted from the number of cancelled meetings (C). The difference between the two and the number of meetings lost are then subtracted from the sum of meetings planned (A) and additional meetings held (B). The result is expressed as a percentage of the sum of meetings programmed and additional meetings held.

The statistics set out in the tables below are compiled in accordance with the methodology adopted by the Committee on Conferences at its 348th meeting, held on 18 May 1993 (see [A/AC.172/161](#), [A/AC.172/161/Corr.1](#) and [A/AC.172/161/Corr.2](#)).

In compliance with the request of the Committee on Conferences at its 1999 substantive session, utilization rates for a three-year reporting period are provided and organs are listed in the order of the utilization factors for the latest reporting period by duty station.

Table 1
Utilization statistics of mandated meetings of all calendar bodies serviced, by each duty station, by calendar body, 2017

<i>New York</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
1. Conference of the States Parties to the Convention on the Rights of Persons with Disabilities, tenth session, 13–15 June	6	0	0	6	0	5	100
2. Economic and Social Council, substantive session, operational activities for development segment, 28 February–2 March	6	0	0	6	0	25	98
3. Independent Audit Advisory Committee: thirty-seventh session, 15–17 February; thirty-eighth session, 19–21 April; thirty-ninth session, 19–21 July; fortieth session, 13–15 December	18	2	0	20	0	55	98
4. Economic and Social Council, organizational session, 27 July	2	0	1	1	1	10	97
5. General Assembly, First Committee, seventy-second session, 28 September–2 November	26	1	0	27	0	160	97
6. Group of Governmental Experts on Developments in the Field of Information and Telecommunications in the Context of International Security, fourth session, 19–23 June	10	0	0	10	0	50	97
7. Committee of Experts on International Cooperation in Tax Matters, fourteenth session, 3–6 April	8	0	0	8	0	60	96
8. High-level political forum on sustainable development convened under the auspices of the Economic and Social Council, fourth session, 10–14 July	15	0	0	15	0	95	96
9. Economic and Social Council, Annual Economic and Social Council forum on financing for development follow-up including the special high-level meetings of the Council with the World Bank, the International Monetary Fund, the World Trade Organization and the United Nations Conference on Trade and Development (UNCTAD), 22–25 May	10	0	0	10	0	95	95
10. Commission on the Limits of the Continental Shelf: forty-third session, 30 January–17 March; forty-fourth session, 24 July–8 September	38	2	2	38	0	50	94
11. Economic and Social Council, Youth Forum, 30–31 January	4	0	0	4	0	40	94
12. Economic and Social Council, Partnership Forum, 5 April	2	0	0	2	0	20	94
13. Economic and Social Council, special meeting of the Council on international cooperation in tax matters, 7 April	2	0	0	2	0	20	94
14. Economic and Social Council, multi-stakeholder forum on science, technology and innovation for the sustainable development goals, 15–16 May	4	0	0	4	0	40	94
15. United Nations Conference on the Standardization of Geographical Names, eleventh session, 8–17 August	16	0	0	16	0	200	93
16. United Nations Commission on International Trade Law (UNCITRAL), Working Group IV (Electronic Commerce), fifty-fifth session, 24–28 April	10	0	0	10	0	140	92

<i>New York</i>		<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
17.	Human Rights Council, Working Group on the issue of discrimination against women in law and in practice, eighteenth session, 23–27 January	10	0	0	10	0	155	91
18.	Permanent Forum on Indigenous Issues, sixteenth session, 24 April–5 May	16	1	1	16	1	280	91
19.	UNCITRAL, Working Group I (Micro-, Small- and Medium-sized Enterprises), twenty-eighth session, 1–9 May	14	0	0	14	0	225	91
20.	UNCITRAL, Working Group VI (Security Interests), thirty-first session, 13–17 February	10	0	0	10	0	165	91
21.	Committee on Non-Governmental Organizations: regular session, 30 January–8 February and 21 February; resumed session, 22–31 May and 12 June	30	1	1	30	0	385	90
22.	Economic and Social Council, substantive session, high-level segment, including the three-day ministerial meeting of the high-level political forum on sustainable development, convened under the auspices of the Council, and the annual ministerial review, 17–20 July	15	2	0	17	0	300	90
23.	Trusteeship Council, 1716th meeting, 15 December	0	1	0	1	0	20	89
24.	United Nations Entity for Gender Equality and the Empowerment of Women (UN-Women), Executive Board, election of Bureau, 16 January; first regular session, 14 February; annual session, 27–30 June; second regular session, 30 August–1 September	10	0	0	10	0	215	88
25.	Committee of Experts on Global Geospatial Information Management, seventh session, 2–4 August	6	0	0	6	0	140	87
26.	Preparatory Committee established by General Assembly resolution 69/292 , entitled “Development of an international legally binding instrument under the United Nations Convention on the Law of the Sea on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction”: third session, 27 March–7 April; fourth session, 10–21 July	40	0	3	37	1	585	87
27.	Joint meeting of the Executive Boards of United Nations Development Programme (UNDP)/United Nations Population Fund (UNFPA)/United Nations Office for Project Services (UNOPS), United Nations Children’s Fund (UNICEF), the World Food Programme (WFP) and UN-Women, 19 June	2	0	0	2	0	50	86
28.	Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples: first part, 23 February and 22 March, resumed session, 12–23 June	9	11	1	19	1	510	86
29.	United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and Sustainably Use the Oceans, Seas and Marine Resources for Sustainable Development, 5–9 June	18	1	2	17	1	305	86
30.	Economic and Social Council, substantive session, integration segment, 8–10 May	6	0	0	6	0	160	85

<i>New York</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
31. Commission for Social Development, fifty-fifth session, 1–10 February	11	0	1	10	0	135	84
32. UNCITRAL, Working Group V (Insolvency Law), fifty-first session, 10–19 May	16	0	1	15	0	295	84
33. Assembly of States Parties to the Rome Statute of the International Criminal Court, sixteenth session	18	4	3	19	1	295	83
34. States Parties to the International Convention on the Elimination of All Forms of Racial Discrimination, twenty-seventh meeting, 22 June	2	0	1	1	1	60	83
35. Statistical Commission, forty-eighth session, 7–10 March	8	0	0	8	0	250	83
36. Working Group on the reimbursement of contingent-owned equipment, 16–27 January	50	0	4	46	2	1 180	83
37. Advisory Committee on Administrative and Budgetary Questions: winter session, 23 January–28 April; spring session, 15 May–4 August; fall session, 5 September–19 December	359	12	55	316	14	4 940	82
38. Committee for Development Policy, nineteenth session, 20–24 March	10	0	1	9	0	140	82
39. States Parties to the United Nations Convention on the Law of the Sea: twenty-seventh meeting, 12–16 June	10	0	2	8	1	145	82
40. Advisory Board on Disarmament Matters, sixty-eighth session, 28–30 June	6	0	0	6	0	205	81
41. General Assembly, Sixth Committee, seventy-second session, 2 October–10 November	49	3	7	45	4	1 195	81
42. United Nations Forum on Forests: special session, 16 and 20 January; twelfth session, 1–5 May; working group, 16–20 January	20	0	1	19	0	510	81
43. General Assembly, Fourth Committee: seventy-second session, 28 September–10 November	28	4	3	29	1	810	80
44. United Nations conference to negotiate a legally binding instrument to prohibit nuclear weapons, leading towards their total elimination: organizational session, 16 February; first session, 27–31 March; second session, 15 June–7 July	42	2	3	41	1	1 245	80
45. General Assembly, Second Committee, seventy-second session, 25 September–30 November	47	1	18	30	10	315	80
46. General Assembly, Fifth Committee: first resumed session, 6–31 March; second resumed session, 1–26 May, 2 and 29 June; seventy-second session, 28 September–24 December	184	9	43	150	21	3250	79
47. General Assembly, Third Committee, seventy-second session, 2 October–22 November	60	1	7	54	2	1 445	79
48. Military Staff Committee, 2017 session	26	4	1	29	0	930	79
49. Committee of Experts on Public Administration, sixteenth session, 24–28 April	10	0	1	9	0	220	78

<i>New York</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
50. Meeting of the Chairs of the human rights treaty bodies, twenty-ninth session, 27–30 June	8	1	1	8	0	180	78
51. Committee for Programme and Coordination: organizational session, 20 April; fifty-seventh session, 5–30 June	39	0	3	36	1	1 270	77
52. Disarmament Commission: organizational session, 13 February; annual session, 3–21 April	29	0	1	28	0	1 020	77
53. Open-ended Working Group on the Fourth Special Session of the General Assembly Devoted to Disarmament: third substantive session, 5–9 June	10	0	1	9	0	235	77
54. Commission on Population and Development, fiftieth session, 3–7 April	9	1	3	7	1	75	76
55. UNICEF, Executive Board, election of Bureau, 10 January; first regular session, 7–9 February; annual session, 13–16 June; second regular session, 12–15 September; as required	24	2	3	23	1	740	76
56. Committee on the Exercise of the Inalienable Rights of the Palestinian People, as required; Special Meeting in Observance of the International Day of Solidarity with the Palestinian People	5	6	0	11	0	490	75
57. General Assembly	170	235	140	265	94	10 690	74
58. States Parties to the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families, eighth meeting, 28 June	2	0	1	1	1	95	74
59. Committee on Contributions, seventy-seventh session, 5–23 June	18	0	1	17	0	690	73
60. Open-ended Informal Consultative Process on Oceans and the Law of the Sea, eighteenth meeting, 15–19 May	10	0	1	9	0	310	73
61. Executive Board of UNDP/UNFPA/UNOPS, election of Bureau, 16 January; first regular session, 30 January–3 February; annual session, 30 May–9 June; second regular session, 5–11 September; as required	38	9	3	44	0	1830	72
62. International Civil Service Commission, eighty-fourth session, 20–31 March	18	0	3	15	0	355	72
63. Ad Hoc Working Group on the Revitalization of the Work of the General Assembly	0	8	0	8	0	420	71
64. Economic and Social Council, as required	8	21	4	25	1	990	71
65. Security Council sanctions committees	0	104	9	95	9	5 430	71
66. Informal consultative meetings of the high-level preparatory group on a treaty banning the production of fissile material for nuclear weapons or other nuclear explosive devices, first meeting, 2 and 3 March	4	0	1	3	0	35	70
67. Peacebuilding Commission	1	31	2	30	2	1 725	70
68. Security Council and subsidiary bodies	500	103	242	361	133	15 185	68

<i>New York</i>		<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
69.	Human Rights Council, Working Group on the use of mercenaries as a means of violating human rights and impeding the exercise of the right of peoples to self-determination, thirty-first session, 17–21 July	10	0	1	9	0	420	67
70.	States parties to the International Convention for the Protection of All Persons from Enforced Disappearance, fourth meeting, 20 June	2	0	1	1	1	120	67
71.	Commission on the Status of Women, sixty-first session, 13–24 March	20	3	7	16	1	335	66
72.	UNCITRAL, Working Group II (Dispute Settlement), sixty-sixth session, 6–10 February	10	0	2	8	0	245	66
73.	Committee on Information, thirty-ninth session, 24 April–5 May	19	0	5	14	2	680	64
74.	Special Committee on Peacekeeping Operations and its Working Group: substantive session, 21 February–17 March; as required	16	13	4	25	1	1 400	63
75.	Committee on Relations with the Host Country, as required	4	1	0	5	0	365	59
76.	Group of Governmental Experts on the Operation and Further Development of the United Nations Standardized Instrument for Reporting Military Expenditures, second session, 20–24 March	10	0	2	8	0	385	59
77.	Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization, 2017 session, 21 February–1 March	8	0	1	7	0	410	59
78.	United Nations Group of Experts on Geographical Names, thirtieth session, 7 and 18 August	4	0	1	3	0	175	51
79.	Economic and Social Council, substantive session, coordination and management meetings, 19–21 April, 7–9 June, 6 July, 25–26 July	18	0	4	14	1	1 255	45
80.	Ad Hoc Committee on the Indian Ocean, 10 July	1	0	0	1	0	110	39
81.	Advisory Committee on the United Nations Programme of Assistance in the Teaching, Study, Dissemination and Wider Appreciation of International Law, fifty-second session, 3 October	1	0	0	1	0	115	36
82.	Committee on Conferences: organizational session, 20 April, 21 June; substantive session, 5–11 September; as required	12	0	4	8	0	655	36
Subtotal		2 347	600	614	2 333	312	70 560	76

<i>Geneva</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
1. Human Rights Council, United Nations Voluntary Fund for Victims of Torture, Board of Trustees, forty-sixth session, 30 October–3 November	1			1		0	100
2. Human Rights Council, Forum on Minority Issues, tenth session, 30 November–1 December	4			4		10	99
3. Forum on Business and Human Rights, sixth session, 27–29 November	10	1		11		25	99
4. Committee on the Elimination of Discrimination against Women: sixty-sixth session, 13 February–3 March; sixty-seventh session, 3–21 July; sixty-eighth session, 23 October–17 November	100			100		300	98
5. Group of Governmental Experts on Information Security, third session, 20–24 February	10			10		60	97
6. Human Rights Council, Global Alliance of National Human Rights Institutions, 30th annual meeting, 6–8 March	6			6		35	97
7. International Covenant on Civil and Political Rights: 119th session, 6–29 March; 120th session, 3–28 July; 121st session, 16 October–10 November	115			115		660	97
8. UNCTAD, Intergovernmental Group of Experts on Consumer Protection Law and Policy, second session, 3–4 July	4			4		25	97
9. International Law Commission, sixty-ninth session: first part, 1 May–2 June; second part, 3 July–4 August	69	9	1	77		390	96
10. Human Rights Council, Working Group on elaborating a legally binding instrument on transnational corporations and human rights, third session, 23–27 October	10			10		80	96
11. Biological Weapons Convention, States parties, annual session, 4–8 December	7			7		50	96
12. Human Rights Council, Working Group on Enforced or Involuntary Disappearances: 112th session, 8–17 May; 113th session, 11–15 September	24	2	1	25		60	95
13. Human Rights Council, Working Group on the issue of discrimination against women in law and in practice: nineteenth Session, 15–19 May; twentieth session, 9–13 October	20			20		185	95
14. Committee against Torture: sixtieth session, 18 April–12 May; sixty-first session, 24 July–11 August; sixty-second session, 6 November–6 December	110		1	109		760	95
15. Committee on the Rights of the Child, pre-sessional working group: seventy-sixth session, 6–10 February; seventy-seventh session, 6–9 June; seventy-eighth session, 2–6 October	28			28		260	95
16. Committee on the Rights of the Child: seventy-fourth session, 16 January–3 February; seventy-fifth session, 15 May–2 June; seventy-sixth session, 11–29 September	94		3	91		520	94

<i>Geneva</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization factor</i> <i>(percentage)</i>
17. Convention on Certain Conventional Weapons, Group of Governmental Experts on lethal autonomous weapons systems, 2017 session, 13–17 November	10			10		115	94
18. Human Rights Council: thirty-fourth session, 27 February–24 March; thirty-fifth session, 6–23 June; thirty-sixth session, 11–29 September	139	3		142		1 685	93
19. Committee of Experts on International Cooperation in Tax Matters, fourteenth session, 17–20 October	8			8		95	93
20. Convention on Certain Conventional Weapons, meeting of the States Parties/ meeting of the High Contracting Parties , 22–24 November	6			6		80	93
21. Subcommittee on the Prevention of Torture: thirty-first session, 13–17 February; thirty-second session, 12–16 June; thirty-third session, 13–17 November	30			30		380	93
22. International Law Seminar, sixty-third session, 3–21 July	14			14		210	92
23. Office of the United Nations High Commissioner for Human Rights, Meeting of the Special Rapporteurs, Representatives, Independent Experts and Chairs of Working Group of the Human Rights Council, twenty-fourth session, 27–30 June	8			8		110	92
24. Committee on Migrant Workers: twenty-sixth session, 3–13 April; twenty-seventh session, 4–13 September	34		1	33		300	92
25. Committee on Enforced Disappearances, twelfth session, 6–17 March; thirteenth session, 4–15 September	39			39		595	92
26. Economic and Social Council, substantive session, humanitarian affairs segment, 21–23 June	6			6		95	91
27. Committee on the Rights of Persons with Disabilities: seventeenth session, 20 March–12 April; eighteenth session, 14–31 August	63	1	1	63		830	91
28. International Covenant on Civil and Political Rights, pre-sessional Working Group on Communications: 119th session, 27 February–3 March; 120th session, 27–30 June; 121st session, 9–13 October	28		1	27		335	90
29. UNCTAD, Working Group on Accounting and Reporting, thirty-fourth session, 1–3 November	6			6		105	90
30. Committee on Economic, Social and Cultural Rights: sixtieth session, 20–24 February; sixty-first session, 29 May–23 June; sixty-second session, 18 September–6 October	77	1	2	76		1 055	90
31. Convention on Certain Conventional Weapons, nineteenth annual conference of the High Contracting Parties, 21 November	2			2		35	90
32. Advisory Board on Disarmament Matters, sixty-seventh session, 25–27 January	6			6		125	88
33. Human Rights Council, Social Forum, ninth session, 2–4 October	6			6		130	88
34. Human Rights Council, Working Group on the Universal Periodic Review: twenty-seventh session, 1–12 May; twenty-eighth session, 6–17 November	36			36		855	87

<i>Geneva</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
35. Committee on the Elimination of Racial Discrimination: ninety-second session, 24 April–12 May; ninety-third session, 31 July–25 August; ninety-fourth session, 20 November–8 December	97			97		2 265	87
36. Human Rights Council, Working Group on the Rights of Peasants, fourth session, 15–19 May	9	1	1	9		65	86
37. Ad Hoc Committee, Voluntary Contributions to the Programme of the United Nations High Commissioner for Refugees (UNHCR), pledging conference, 5 December	1			1		25	86
38. Economic Commission for Europe, committees and working groups	644	14	51	607		7 235	86
39. Group of Governmental Experts on the Operation and Further Development of the United Nations Standardized Instrument for Reporting Military Expenditures, third session, 10–14 July	10		1	9		90	85
40. Commission on Science and Technology for Development, twentieth session, 8–12 May	8	1		9		245	85
41. UNCTAD	102		7	95		1 490	85
42. Human Rights Council, Expert Mechanism on the Rights of Indigenous Peoples, tenth session, 10–14 July	10			10		305	83
43. High-level fissile material cut-off treaty expert preparatory group, First Session, 31 July–11 August	18		2	16		195	83
44. Framework Convention on Climate Change, subsidiary bodies, forty-sixth session, 8–18 May	11	3		14		440	83
45. Framework Convention on Climate Change, Conference of the Parties, twenty-third session, 6–17 November	32	3		35		1 080	83
46. Human Rights Council, Advisory Committee: eighteenth session, 20–24 February; nineteenth session, 7–11 August	20		2	18		300	82
47. Human Rights Council, Working Group on Arbitrary Detention: seventy-eighth session, 18–28 April; seventy-ninth session, 21–25 August; eightieth session, 20–24 November	29		4	25		195	82
48. Human Rights Council, United Nations Voluntary Trust Fund on Contemporary Forms of Slavery, Board of Trustees, twenty-second session, 27 November–1 December	1			1		35	81
49. Human Rights Council, Working Group on the use of mercenaries: thirtieth session, 24–28 April; thirty-first session, 27 November–1 December	20		1	19		615	78
50. UNHCR, Executive Committee, sixty-eighth session, 2–6 October	10		1	9		215	78

<i>Geneva</i>		<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization factor</i> <i>(percentage)</i>
51.	Economic and Social Council, Subcommittee of Experts on the Transport of Dangerous Goods: fifty-first session, 3–7 July; fifty-second session, 27 November–6 December	25		4	21		390	75
52.	Human Rights Council, Open-ended Working Group on the Right to Development, eighteenth session, 3–7 April	10			10		465	74
53.	Conference of the High Contracting Parties to Protocol V to the Convention on Certain Conventional Weapons, eleventh Conference, 20 November	2			2		95	74
54.	Committee on the Elimination of Discrimination against Women, pre-sessional working group, sixty-eighth session, 6–10 March; seventieth session, 20–24 November	15		1	14		540	73
55.	Convention on Cluster Munitions, seventh meeting of the States Parties to the Convention, 4–6 June	6		1	5		115	73
56.	United Nations Dispute Tribunal: hearing, case No. 2016-009, 28 February–1 March; hearing on the merits, case No. UNDT/GVA/2016/009, 17 March; oral hearing, case No. UNDT-GVA-2014-073-R1, 7–9 June; oral hearing, case No. UNDT/GVA/2017/005, 25–27 June	13	1	4	10		0	71
57.	Human Rights Council, Working Group on the Durban Declaration and the Programme of Action, fifteenth session, 9–20 October	18		3	15		475	69
58.	UNCTAD, Working Party on the Strategic Framework and the Programme Budget, seventy-fifth session, 4–6 September; seventy-sixth session, 4–6 December	6		1	5		150	69
59.	Committee on the Elimination of Discrimination against Women, Optional Protocol to the Convention, thirty-seventh session, 7–10 February; thirty-eighth session, 28–30 June; thirty-ninth session, 18–20 October	20		4	16		390	69
60.	UNCTAD, Investment, Enterprise and Development Commission, ninth session, 20–24 November	10		2	8		225	68
61.	United Nations Convention to Combat Desertification, Committee on Science and Technology, thirteenth session, 6–9 September		5	1	4		130	66
62.	Human Rights Council, Working Group on the regulation of private military and security companies, sixth session, 22–24 May	6		1	5		195	65
63.	Committee on Economic, Social and Cultural Rights, pre-sessional working group: sixtieth session, 27 February–3 March; sixty-first session, 9–13 October	20		2	18		890	65
64.	United Nations Convention to Combat Desertification, Committee for the Review of the Implementation of the Convention, sixteenth session, 7–13 September		5		5		320	64
65.	Committee on the Rights of Persons with Disabilities, pre-sessional working group: seventh session, 13–20 March; eighth session, 4–8 September	6			6		400	63

<i>Geneva</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
66. Committee on the Elimination of Discrimination against Women, Working Group on Inquiries, sixth Session, 9–10 February	3		1	2		20	63
67. Human Rights Council, Working Group on People of African Descent: twentieth session, 3–7 April; twenty-first session, 20–24 November	18		5	13		345	62
68. UNCTAD, Trade and Development Board: sixty-fourth executive session, 6–8 February; thirty-first special session, 5 April; sixty-fifth executive session, 29 June and 17 July; sixty-fourth session, 11–22 September; consultations of the President of the Board, 30 October	29		3	26		1 435	62
69. UNCTAD, Intergovernmental Group of Experts on Competition Law and Policy, sixteenth session, 5–7 July	6		2	4		55	62
70. United Nations Convention to Combat Desertification, Conference of the Parties, thirteenth session, 6–16 September	16	4	7	13	1(0)	330	61
71. Human Rights Council, Working Group on Situations: nineteenth session, 30 January–3 February; twentieth session, 10–14 July	20		4	16		795	58
72. Working Group on Business and Human Rights: sixteenth session, 13–17 February; seventeenth session, 8–12 May; eighteenth session, 25–29 September	22	1	9	14		145	57
73. Human Rights Council, Ad Hoc Committee on Standards, ninth session, 24 April–5 May	20		1	19		1 480	54
74. UNCTAD, Trade and Development Commission, ninth session, 27 November–1 December	10		2	8		485	53
75. United Nations Compensation Commission, Governing Council: eighty-second session, 24 April; eighty-third session, 3 October; fifteenth special session, 21 November	5			5		445	51
76. Economic and Social Council, Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals, thirty-fourth session, 6–8 December	11		2	9		615	51
77. Conference on Disarmament: first part, 23 January–31 March; second part, 15 May–30 June; third part, 31 July–15 September	62	11	15	58	1 (0)	4 100	50
78. Convention against Torture, sixteenth meeting of States Parties, 5 October	2		1	1		20	44
79. Human Rights Council, Working Group on Communications: twentieth session, 13–17 February; twenty-first session, 14–18 August	20		5	15		1 165	43
Subtotal	2 553	66	162	2 457	2	41 565	85

<i>Vienna</i>	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
1. Commission on Narcotic Drugs, Meeting of Heads of National Drug Law Enforcement Agencies, Africa, twenty-seventh meeting, 18–22 September (Hurghada, Egypt)	10	0	0	10	0	0	100
2. Commission on Narcotic Drugs, Meeting of Heads of National Drug Law Enforcement Agencies, Latin America and the Caribbean, twenty-seventh meeting, 2–6 October (Guatemala City)	10	0	0	10	0	0	100
3. Commission on Narcotic Drugs, Subcommittee on Illicit Drug Traffic and Related Matters in the Near and Middle East, fifty-second meeting, 13–17 November (Beirut)	10	0	0	10	0	0	100
4. Conference of the States Parties to the United Nations Convention against Corruption, Implementation Review Group of the United Nations Convention against Corruption, resumed eighth session, 7–8 November	2	0	0	2	0	0	100
5. Conference of the States Parties to the United Nations Convention against Corruption, Open-ended Intergovernmental Working Group on Asset Recovery, eleventh session, 24–25 August	4	0	0	4	0	0	100
6. Conference of the States Parties to the United Nations Convention against Corruption, open-ended intergovernmental expert meetings to enhance international cooperation, sixth session, 6–7 November	2	0	0	2	0	0	100
7. International Narcotics Control Board, 120th Session,	28	0	0	28	0	100	98
8. Committee on the Peaceful Uses of Outer Space, sixtieth session, 7–16 June	16	0	0	16	0	65	98
9. UNCITRAL, Working Group III (Online Dispute Resolution), thirty-fourth session, 27 November–1 December	10	0	0	10	0	60	97
10. Conference of the States Parties to the United Nations Convention against Corruption, seventh session	15	0	0	15	0	135	95
11. UNCITRAL, Working Group I (Micro-, Small- and Medium-sized Enterprises), twenty-ninth Session, 16–20 October	10	0	0	10	0	140	92
12. Committee on the Peaceful Uses of Outer Space, Scientific and Technical Subcommittee fifty-fourth session, 30 January–10 February	20	0	0	20	0	310	91
13. Conference of the Parties to the United Nations Convention against Transnational Organized Crime, Working Group on the Smuggling of Migrants, fourth session, 11–13 September	5	0	0	5	0	85	91
14. Conference of the States Parties to the United Nations Convention against Corruption, Open-ended Intergovernmental Working Group on the Prevention of Corruption, eighth session, 21–23 August	6	0	0	6	0	95	91

<i>Vienna</i>	<i>A (programmed)</i>	<i>B (added)</i>	<i>C (cancelled)</i>	<i>D (held)</i>	<i>E (reassigned)</i>	<i>F (minutes lost)</i>	<i>Utilization factor (percentage)</i>
15. International Narcotics Control Board: 119th session	20	0	1	19	0	130	91
16. United Nations Commission on International Trade Law, fiftieth session, 3–21 July	29	1	1	29	0	385	90
17. Conference of the Parties to the United Nations Convention against Transnational Organized Crime, Working Group on Trafficking in Persons, seventh session, 6–8 September	5	0	0	5	0	95	89
18. Conference of the Parties to the United Nations Convention against Transnational Organized Crime, joint meeting of the Working Group on International Cooperation, eighth session, and Working Group of Government Experts on Technical Assistance, tenth session, 9–13 October	10	0	1	9	0	15	89
19. Commission on Narcotic Drugs, sixtieth session, 13–17 March	19	0	1	18	0	225	88
20. International Narcotics Control Board: 118th session, 30 January–3 February	10	0	1	9	0	60	87
21. UNCITRAL, Working Group V (Insolvency Law), fiftieth session, 18–22 December	10	0	1	9	0	75	86
22. UNCITRAL, Working Group VI (Security Interests), thirty-second Session, 11–15 December	10	0	0	10	0	285	84
23. Conference of the Parties to the United Nations Convention against Transnational Organized Crime, Working Group on Firearms, fifth session, 8–10 May	5	0	0	5	0	155	83
24. UNCITRAL, Working Group II (Arbitration and Conciliation), sixty-seventh session, 2–6 October	10	0	0	10	0	305	83
25. Committee on the Peaceful Uses of Outer Space, Legal Subcommittee, fifty-sixth session, 27 March–7 April	20	0	0	20	0	630	83
26. United Nations Scientific Committee on the Effects of Atomic Radiation, sixty-fourth session, 29 May–2 June	8	2	1	9	0	150	82
27. Conference of the States Parties to the United Nations Convention against Corruption, Implementation Review Group of the United Nations Convention against Corruption, eighth session, 19–23 June	10	0	1	9	0	230	77
28. Commission on Crime Prevention and Criminal Justice, 26th session, 22–26 May	19	0	2	17	0	480	75
29. Commission on Narcotic Drugs, Meeting of Heads of National Drug Law Enforcement Agencies, Europe, twelfth meeting, 27–30 June	8	0	1	7	0	305	66
30. Commission on Narcotic Drugs, reconvened sixtieth session, 8 December	1	0	0	1	0	70	61

<i>Vienna</i>		<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
31.	Commission on Narcotic Drugs and Commission on Crime Prevention and Criminal Justice, joint meetings of the Commission on Narcotic Drugs, reconvened sixtieth session, and Commission on Crime Prevention and Criminal Justice, reconvened twenty-sixth session, 1 December	2	0	1	1	0	25	43
32.	Commission on Crime Prevention and Criminal Justice, reconvened twenty-sixth session, 8 December	1	0	0	1	0	120	33
Subtotal		345	3	12	336	0	4 730	89

<i>Nairobi</i>		<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>	<i>F</i> <i>(minutes lost)</i>	<i>Utilization</i> <i>factor</i> <i>(percentage)</i>
1.	Committee of Permanent Representatives to UN-Habitat	4	0	0	4	–	85	88
2.	Third session of the United Nations Environment Assembly	11	0	1	10	–	100	86
3.	Committee of Permanent Representatives to the United Nations Environment Programme (UNEP)	5	0	0	5	–	140	84
4.	Twenty-sixth session of the Governing Council of UN-Habitat	13	0	2	11	–	505	63
5.	Third open-ended meeting of the Committee of Permanent Representatives to UNEP	5	0	2	3	–	110	48
Subtotal		38	0	5	33	–	940	73

Table 2
Utilization statistics of mandated meetings of all calendar bodies serviced, by duty station, 2012–2017

2017

<i>Duty station</i>	<i>Number of meetings</i>					<i>F</i> <i>(minutes lost)</i>	<i>Utilization factor</i> <i>(percentage)</i>
	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>		
New York	2 347	600	614	2 333	312	70 560	76
Geneva	2 553	66	162	2 457	2	41 565	85
Vienna	345	3	12	336	0	4 730	89
Nairobi	38	0	5	33	0	940	73
Total	5 283	669	793	5 159	314	117 795	81

2016

<i>Duty station</i>	<i>Number of meetings</i>					<i>F</i> <i>(minutes lost)</i>	<i>Utilization factor</i> <i>(percentage)</i>
	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>		
New York ^a	2 224	682	459	2 447	246	72 689	79
Geneva	2 828	52	323	2 557	16	45 025	81
Vienna	308	3	11	300	0	6 260	85
Nairobi	51	1	3	49	0	950	84
Total	5 411	738	796	5 353	262	124 924	80

^a The 2016 figures for New York have been slightly updated since the previous report.

2015

<i>Duty station</i>	<i>Number of meetings</i>					<i>F</i> <i>(minutes lost)</i>	<i>Utilization factor</i> <i>(percentage)</i>
	<i>A</i> <i>(programmed)</i>	<i>B</i> <i>(added)</i>	<i>C</i> <i>(cancelled)</i>	<i>D</i> <i>(held)</i>	<i>E</i> <i>(reassigned)</i>		
New York	2 321	403	437	2 287	240	63 595	80
Geneva	1 967	22	234	1 755	8	34 375	79
Vienna	372	13	18	367	–	7 385	85
Nairobi	34	0	2	32	–	565	85
Total	4 694	438	691	4 441	248	105 920	80

2014

<i>Duty station</i>	<i>Number of meetings</i>					<i>F (minutes lost)</i>	<i>Utilization factor (percentage)</i>
	<i>A (programmed)</i>	<i>B (added)</i>	<i>C (cancelled)</i>	<i>D (held)</i>	<i>E (reassigned)</i>		
New York	2 137	438	397	2 178	225	65 160	79
Geneva	1 821	12	217	1 616	–	26 360	80
Vienna	296	2	14	284	–	5 575	85
Nairobi	28	4	–	32	–	735	87
Total	4 282	456	628	4 110	225	97 830	80

2013

<i>Duty station</i>	<i>Number of meetings</i>					<i>F (minutes lost)</i>	<i>Utilization factor (percentage)</i>
	<i>A (programmed)</i>	<i>B (added)</i>	<i>C (cancelled)</i>	<i>D (held)</i>	<i>E (reassigned)</i>		
New York	2 200	370	564	2 007	297	63 560	76
Geneva	2 250	10	301	1 975	34	34 010	80
Vienna	321	1	11	311	–	6 470	85
Nairobi	46	5	2	49	–	1 355	81
Total	4 817	386	878	4 342	331	105 395	78

2012

<i>Duty station</i>	<i>Number of meetings</i>					<i>F (minutes lost)</i>	<i>Utilization factor (percentage)</i>
	<i>A (programmed)</i>	<i>B (added)</i>	<i>C (cancelled)</i>	<i>D (held)</i>	<i>E (reassigned)</i>		
New York	2 059	332	391	2 000	163	68 320	75
Geneva	2 374	82	405	2 049	8	41 820	74
Vienna	281	–	9	272	–	5 580	86
Nairobi	25	3	2	26	–	365	86
Total	4 739	417	807	4 347	171	116 085	75

Table 3
Calendar bodies whose average utilization has been below the benchmark of 80 per cent for the past six years

New York

<i>Meeting body</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Average (percentage)</i>
1. Military Staff Committee	79	76	72	82	81	79	78
2. UNCITRAL, Working Group II	80	70	77	87	83	66	77
3. General Assembly	74	76	78	79	76	74	76
4. Economic and Social Council	71	73	74	76	82	78	74
5. General Assembly, Second Committee	74	69	71	74	77	80	74
6. Committee on Conferences	64	88	81	90	81	36	73
7. Peacebuilding Commission	71	70	79	74	72	70	73
8. UNICEF, Executive Board	72	69	67	78	76	76	73
9. Committee on Contributions	61	71	88	79	62	73	72
10. Committee on the Exercise of the Inalienable Rights of the Palestinian People	83	66	79	67	59	75	72
11. Open-ended Informal Consultative Process on Oceans and the Law of the Sea	60	59	66	81	94	73	72
12. Security Council	68	70	75	73	72	68	71
13. Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples	39	55	69	91	85	86	70
14. Special Committee on Peacekeeping Operations and its Working Group	56	60	80	74	72	63	68
15. Disarmament Commission	65	71	57	54	76	77	67
16. Committee on Information	64	65	75	55	73	64	65
17. Advisory Committee on the United Nations Programme of Assistance in the Teaching, Study, Dissemination and Wider Appreciation of International Law	75	94	75	72	31	36	64
18. Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization	41	52	48	91	73	59	61
19. Committee on Relations with the Host Country	24	28	19	26	20	59	29

Geneva

<i>Meeting body</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>Average (percentage)</i>
1. Human Rights Council, Working Group of Experts on People of African Descent	78	78	77	84	92	62	79
2. Human Rights Council Advisory Committee	82	78	80	77	69	82	78
3. Human Rights Council, Working Group on the use of mercenaries as a means of violating human rights and impeding the exercise of the right of peoples to self-determination	66	66	78	91	91	78	78
4. UNCTAD, Trade and Development Commission	72	84	74	89	89	53	77
5. Commission on Science and Technology for Development	76	94	69	57	65	85	74
6. Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals	83	70	92	64	83	51	74

<i>Meeting body</i>	2012	2013	2014	2015	2016	2017	<i>Average (percentage)</i>
7. UNCTAD, Investment, Enterprise and Development Commission	64	65	79	91	74	68	74
8. UNCTAD, Working Party on the Strategic Framework and the Programme Budget	84	65	72	63	85	69	73
9. Committee on the Elimination of Discrimination against Women — pre-sessional working group	50	63	81	72	84	73	71
10. Committee on the Elimination of Discrimination against Women, Working Group on Communications under the Optional Protocol to the Convention	84	71	73	57	69	69	71
11. United Nations Framework Convention on Climate Change, Conference of the Parties to the Convention and meetings of subsidiary bodies	34	38	100	100	71	83	71
12. Committee on Economic, Social and Cultural Rights, pre-sessional working group	72	77	75	76	47	65	69
13. Conference of the High Contracting Parties to Protocol V to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects	76	52	59	59	94	74	69
14. Governing Council of the United Nations Compensation Commission	82	68	54	84	61	51	67
15. Committee of Experts on the Transport of Dangerous Goods and on the Globally Harmonized System of Classification and Labelling of Chemicals	73	70	92	64	17	72	65
16. UNCTAD, Trade and Development Board	68	64	47	84	65	62	65
17. Human Rights Council, Working Group on Communications	82	70	66	61	60	43	64
18. Human Rights Council, Open-ended Working Group on the Right to Development	71	54	64	6	82	74	59
19. Intergovernmental Working Group on the Effective Implementation of the Durban Declaration and Programme of Action	61	68	62	37	59	69	59
20. Ad Hoc Committee of the Human Rights Council on the Elaboration of Complementary Standards to the International Convention on the Elimination of All Forms of Racial Discrimination	57	45	74	47	53	54	55
21. Human Rights Council, Working Group on Situations	60	32	56	37	27	58	45
22. Conference on Disarmament	14	25	16	25	16	50	24

Vienna

<i>Meeting body</i>	2012	2013	2014	2015	2016	2017	<i>Average (percentage)</i>
1. Committee on the Peaceful Uses of Outer Space, Legal Subcommittee	84	63	89	75	73	83	78

Table 4
Calendar bodies that have consistently underutilized its resources for the past six years

New York

<i>Meeting body</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
1. Disarmament Commission	65	71	57	54	76	77
2. UNICEF, Executive Board	72	69	67	78	76	76
3. General Assembly	74	76	78	79	76	74
4. Peacebuilding Commission	71	70	79	74	72	70
5. Security Council	68	70	75	73	72	68
6. Committee on Information	64	65	75	55	73	64
7. Committee on Relations with the Host Country	24	28	19	26	20	59

Geneva

<i>Meeting body</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
1. Intergovernmental Working Group on the Effective Implementation of the Durban Declaration and Programme of Action	61	68	62	37	59	69
2. Committee on Economic, Social and Cultural Rights, pre-sessional working group	72	77	75	76	47	65
3. Working Group on Situations	60	32	56	37	27	58
4. Ad Hoc Committee of the Human Rights Council on the Elaboration of Complementary Standards to the International Convention on the Elimination of All Forms of Racial Discrimination	57	45	74	47	53	54
5. Conference on Disarmament	14	25	16	25	16	50

Table 5
Statistics on the utilization of all Secretariat conference facilities at the four duty stations and the Economic Commission for Africa

New York, 2017

<i>Room</i>	<i>Standard meeting capacity</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
Security Council Chamber	502	309	61.6
Security Council Caucus Room	502	64	12.7
Security Council Consultation Room	502	183	36.5
General Assembly Hall	502	295	58.8
Economic and Social Council Chamber	502	413	82.3
Trusteeship Council Chamber	502	413	82.3
1	502	397	79.1
2	502	456	90.8
3	502	339	67.5
4	502	520	103.6
5	502	602	119.9
6	502	629	125.3
7	502	534	106.4
8	502	605	120.5

<i>Room</i>	<i>Standard meeting capacity</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
9	502	521	103.8
10	502	422	84.1
11	502	659	131.3
12	502	664	132.3
A	502	602	119.9
B	502	600	119.5
C	502	560	111.6
D	502	605	120.5
E	502	671	133.7
F	502	517	103.0
Total	12 048	11 580	96.1

Geneva, 2017

<i>Room</i>	<i>Standard meeting capacity per year</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
Assembly Hall	502	402	80.1
Council Chamber	502	355	70.7
Palais Wilson 1st floor	502	469	93.4
Palais Wilson ground floor	502	468	93.2
Room I	502	341	67.9
Room II	502	333	66.3
Room III	502	209	41.6
Room IV	502	372	74.1
Room V	502	429	85.5
Room VII	502	406	80.9
Room VIII	500	471	94.2
Room IX	502	458	91.2
Room X	502	265	52.8
Room XI	500	415	83.0
Room XII	502	461	91.8
Room XIV, cinema	502	248	49.4
Room XV	502	423	84.3
Room XVI	502	507	101.0
Room XVII	502	469	93.4
Room XVIII	500	392	78.4
Room XIX	498	350	70.3
Room XX	502	494	98.4
Room XXI	502	437	87.1
Room XXII	502	429	85.5
Room XXIII	502	438	87.3
Room XXIV	502	485	96.6

<i>Room</i>	<i>Standard meeting capacity per year</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
Room XXV	502	450	89.6
Room XXVI	500	431	86.2
Room XXVII	502	508	101.2
Total	14 546	11 915	81.9

Vienna, 2017

<i>Room</i>	<i>Standard meeting capacity per year</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
C-BR D	500	459	91.8
C-C1	500	431	86.2
C-C2	500	445	89.0
C-C3	500	412	82.4
C-C4	500	449	89.8
C-C5	500	420	84.0
C-C6	500	437	87.4
Total	3 500	3 053	87.2

Nairobi, 2017

<i>Room</i>	<i>Standard meeting capacity per year</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
Conference Room 1	520	236	45.4
Conference Room 2	520	125	24.0
Conference Room 3	520	155	29.8
Conference Room 4	520	172	33.1
Conference Room 5	520	234	45.0
Conference Room 6	520	222	42.7
Conference Room 7	520	269	51.7
Conference Room 8	520	193	37.1
Conference Room 9	520	278	53.5
Conference Room 10	520	269	51.7
Conference Room 11	520	249	47.9
Conference Room 12	520	49	9.42
Conference Room 13	520	183	35.2
Conference Room 14	520	234	45.0
Total	7 280	2 868	39.4

Economic Commission for Africa, 2017

<i>Room</i>	<i>Standard meeting capacity per year</i>	<i>Actual occupancy (number of meetings held)</i>	<i>Utilization rate (percentage)</i>
Conference Room 1	502	489	97.4
Conference Room 2	502	766	152.6
Conference Room 3	502	506	100.8
Conference Room 4	502	144	28.7
Conference Room 5	502	455	90.6
Conference Room 6	502	476	94.8
Caucus Room 1	502	368	73.3
Caucus Room 2	502	288	57.4
Caucus Room 3	502	207	41.2
Caucus Room 6	502	251	50.0
Caucus Room 10	502	205	40.8
Caucus Room 11	502	545	108.6
Large briefing room	502	368	73.3
Total	6 526	5 068	77.7

D. Provision of conference services

Table 1

Statistics on the provision of conference services and facilities to all meetings serviced by the four duty stations, 2012–2017

2017

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	3 181	3 109	98	12 165	10 367	85	15 346	13 476	88
Geneva	3 239	3 239	100	8 717	8 717	100	11 956	11 956	100
Vienna	675	681	100	4 428	4 183	93	5 157	4 864	94
Nairobi	180	193	100	2 659	3 486	100	2 839	3 679	100
Total	7 275	7 222	99	27 969	26 753	96	35 298	33 975	96

2016

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	3 116	3 281	100	13 041	11 599	89	16 157	14 880	92
Geneva	3 343	3 343	100	8 399	8 399	100	11 742	11 742	100
Vienna	501	559	100	3 893	3 571	92	4 394	4 130	94
Nairobi	516	340	66	3 513	3 546	100	4 029	3 852	96
Total	7 476	7 523	100	28 846	27 115	94	36 322	34 604	95

2015

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	3 200	3 297	100	12 719	11 871	93	15 919	15 168	95
Geneva	3 230	3 212	99	9 484	9 484	100	12 714	12 696	100
Vienna	611	639	100	3 497	3 768	100	4 108	4 407	100
Nairobi	310	310	100	3 735	3 735	100	4 045	4 045	100
Total	7 351	7 458	100	29 435	28 858	98	36 786	36 316	99

2014

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	2 990	3 175	100	9 347	8 719	93	12 337	11 894	96
Geneva	3 079	2 997	97	6 979	6 979	100	10 058	9 976	99
Vienna	680	693	100	3 931	3 024	77	4 611	3 717	81
Nairobi	249	249	100	3 661	3 661	100	3 910	3 910	100
Total	6 998	7 114	100	23 918	22 383	94	30 916	29 497	95

2013

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	2 962	2 930	99	6 951	6 772	97	9 913	9 702	98
Geneva	2 928	2 787	95	7 917	7 917	100	10 845	10 704	99
Vienna	643	652	100	3 032	2 728	90	3 675	3 380	92
Nairobi	326	326	100	4 122	4 122	100	4 448	4 448	100
Total	6 859	6 695	98	22 022	21 539	98	28 881	28 234	98

2012

<i>Duty station</i>	<i>With interpretation</i>			<i>Without interpretation</i>			<i>Overall</i>		
	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>	<i>Programmed</i>	<i>Held</i>	<i>Percentage</i>
New York	3 028	2 976	98	7 349	6 307	86	10 377	9 283	89
Geneva	2 824	2 698	96	7 522	7 522	100	10 346	10 220	99
Vienna	751	751	100	2 407	2 407	100	3 158	3 158	100
Nairobi	508	312	61	3 513	3 112	88	4 021	3 424	85
Total	7 111	6 737	95	20 791	19 348	93	27 902	26 085	93

Table 2
Statistics on the provision of conference services in 2017 for bodies entitled to meet “as required” in New York and Geneva

<i>Body</i>	<i>Meetings with interpretation services</i>			<i>Meetings without interpretation services</i>	
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Requested</i>	<i>Held</i>
New York					
Committee on Relations with the Host Country	6	6	–	1	1
Committee on the Exercise of the Inalienable Rights of the Palestinian People	11	11	–	1	1
Economic and Social Council	30	25	5	110	110
General Assembly	275	262	13	85	85
Peacebuilding Commission	31	31	–	20	20
Security Council sanctions committees	97	96	1	5	5
Security Council, other subsidiary bodies	555	553	2	165	165
Special Committee on Peacekeeping Operations and its Working Group	16	14	2	16	16
Trusteeship Council	1	1	–	–	–
UNDP/UNFPA/UNOPS, Executive Board	11	9	2	43	43
UNICEF, Executive Board	5	4	1	1	1
Subtotal	1 038	1 012	26	447	447
Geneva					
Human Rights Council	54	54	–	–	–
Subtotal	54	54	0	0	0
Total	1 092	1 066	26	447	447

Table 3
Provision of conference services for bodies entitled to meet “as required” in New York and Geneva, 2012–2017

<i>Duty station</i>	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York							
2017	1 038	1 012	26	97	447	447	100
2016	1 143	1 092	51	96	841	841	100
2015	992	965	27	97	528	528	100
2014	1 110	1 075	35	97	614	614	100
2013	921	899	22	98	420	420	100
2012	687	664	23	97	411	411	100

<i>Duty station</i>	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
Geneva							
2017	54	54	–	100	–	–	–
2016	61	61	–	100	–	–	–
2015	55	55	–	100	–	–	–
2014	65	65	–	100	–	–	–
2013	32	32	–	100	–	–	–
2012	54	54	–	100	–	–	–

Table 4
Statistics on the provision of conference services in 2017 for meetings of regional and other major groupings of Member States

<i>Grouping</i>	<i>Meetings with interpretation services</i>			<i>Meetings without interpretation services</i>	
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Requested</i>	<i>Held</i>
New York					
Asian-African Legal Consultative Organization	1	1	0	4	4
African Group	12	8	3	101	101
African Union	1	0	1	4	4
Alliance of Small Island States	7	5	2	52	52
Arab Group	7	7	0	20	20
Association of Southeast Asian Nations	0	0	0	7	7
Caribbean Community	3	3	0	4	4
Community of Latin American and Caribbean States	7	7	0	1	1
Eastern European Group	0	0	0	14	14
Economic Community of West African States	0	0	0	1	1
European Union	1	0	1	58	58
Group of 77	38	37	1	444	444
Group of Asian States and Pacific small island developing States (Asia-Pacific Group)	10	9	1	10	10
Group of Land-locked Developing Countries	4	4	0	7	7
Group of Least Developed Countries	8	8	0	5	5
Group of Western European and other States	13	13	0	1	1
International Organization of la Francophonie	0	0	0	2	2
Japan, United States of America, Canada, Australia and New Zealand	0	0	0	19	19
Latin American and Caribbean Group	15	14	1	9	9
League of Arab States	4	3	1	6	6
Mason Group	0	0	0	4	4
Non-Aligned Movement	20	13	7	61	61
Organization of Islamic Cooperation	17	17	0	21	21

<i>Grouping</i>	<i>Meetings with interpretation services</i>			<i>Meetings without interpretation services</i>	
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Requested</i>	<i>Held</i>
Pacific Islands Forum	0	0	0	1	1
The Commonwealth	0	0	0	3	3
Subtotal	168	149	19	859	859
Geneva					
African Group	2	2	0	66	66
African Union	0	0	0	49	49
Alliance of Small Island States	0	0	0	26	26
Arab Group	0	0	0	30	30
Association of Southeast Asian Nations	0	0	0	6	6
Asia-Pacific Group	7	3	2	14	14
Community of Latin American and Caribbean States	2	0	1	1	1
Cooperation Council for the Arab States of the Gulf	1	1	0	24	24
Eastern European Group	3	3	0	19	19
European Union	4	4	0	113	113
Group of 15	0	0	0	7	7
Group of 21	26	22	0	4	4
Group of 77 and China	8	4	2	178	178
Group of Least Developed Countries	2	1	0	62	62
Group of Western European and other States	4	1	1	56	56
International Organization of la Francophonie	0	0	0	12	12
Japan, United States, Canada, Australia and New Zealand	0	0	0	14	14
Latin American and Caribbean Group	14	6	5	52	52
League of Arab States	0	0	0	25	25
Non-Aligned Movement	9	1	5	47	47
Organization for Democracy and Economic Development — GUAM	0	0	0	1	1
Organization of Islamic Cooperation	0	0	0	19	19
Pacific Islands Forum	0	0	0	7	7
South Asian Association for Regional Cooperation	0	0	0	18	18
Various regional groups	0	0	0	183	183
Subtotal	82	48	16^a	1 033	1 033
Vienna					
African Group	3	3	0	61	61
Arab Group	0	0	0	10	10
Asia-Pacific Group	0	0	0	4	4
Eastern European Group	0	0	0	4	4
European Union	0	0	0	119	119
Group of 77	0	0	0	55	55
Latin America and Caribbean Group	1	1	0	50	50

<i>Grouping</i>	<i>Meetings with interpretation services</i>			<i>Meetings without interpretation services</i>	
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Requested</i>	<i>Held</i>
Non-Aligned Movement	0	0	0	6	6
Group of Western European and other States	0	0	0	16	16
Subtotal	4	4	0	325	325
Nairobi					
African Group	0	0	0	40	40
Arab Group	0	0	0	21	21
Asia-Pacific Group	0	0	0	33	33
Central and Eastern European Group	0	0	0	19	19
Eastern European Group	0	0	0	14	14
European Union	0	0	0	95	95
Group of 77 and China	0	0	0	12	12
Group of Western European and other States	0	0	0	1	1
Latin America and Caribbean Group	0	0	0	42	42
Japan, United States, Canada, Australia and New Zealand	0	0	0	26	26
UNEP, Committee of Permanent Representatives, subcommittee	0	0	0	93	93
UN-Habitat, Committee of Permanent Representatives, subcommittee	0	0	0	68	68
Subtotal	0	0	0	464	464
Total	254	201	35	2 681	2 681

^a A total of 34 requests for interpretation services for meetings in Geneva were not provided, of which 16 were denied due to limited capacity. The other 18 requests for interpretation would have been met if those requests had not been cancelled.

Table 5
Provision of conference services for meetings of regional and other major groupings, 2012–2017

2017

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	168	149	19	89	859	859	100
Geneva	82	48	16	59	1 033	1 033	100
Vienna	4	4	0	100	321	321	100
Nairobi	0	0	0	–	464	464	100
Total	254	201	35	79	2 677	2 677	100

2016

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	165	149	16	90	1 000	1 000	100
Geneva	112	68	44	61	1 114	1 114	100
Vienna	0	0	0	0	346	346	100
Nairobi	11	11	0	100	465	465	100
Total	288	228	60	79	2 925	2 925	100

2015

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	198	173	17	87	1 058	1 058	100
Geneva	107	81	12	76	1 146	1 146	100
Vienna	0	0	0	0	342	342	100
Nairobi	4	4	0	100	369	369	100
Total	309	258	51	83	2 915	2 915	100

2014

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	177	155	20	88	942	942	100
Geneva	78	59	19	76	482	482	100
Vienna	3	3	0	100	319	319	100
Nairobi	7	7	0	100	318	318	100
Total	265	224	41	85	2 061	2 061	100

2013

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	165	158	7	96	815	815	100
Geneva	37	30	7	81	595	595	100
Vienna	2	2	0	100	345	345	100
Nairobi	5	5	0	100	506	506	100
Total	209	195	14	93	2 261	2 261	100

2012

	<i>Meetings with interpretation services</i>				<i>Meetings without interpretation services</i>		
	<i>Requested</i>	<i>Provided</i>	<i>Not provided</i>	<i>Percentage provided</i>	<i>Requested</i>	<i>Held</i>	<i>Percentage held</i>
New York	163	155	8	95	942	942	100
Geneva	116	98	18	84	626	626	100
Vienna	1	1	0	100	359	359	100
Nairobi	1	1	0	100	268	268	100
Total	281	255	26	91	2 195	2 195	100

E. Meetings management indicators

- Percentage of total meetings planned that were held:

Overall: 96

New York: 88

Geneva: 100

Vienna: 94

Nairobi: 100

- With interpretation services:

New York: 98

Geneva: 100

Vienna: 100

Nairobi: 100

- Without interpretation services:

New York: 85

Geneva: 100

Vienna: 93

Nairobi: 100

- Percentage of meetings of regional and other major groupings of Member States provided with interpretation services as requested:

New York: 89

Geneva: 59

Vienna: 100

Nairobi: (not applicable)

F. Meetings held away from headquarters

	Headquarters of meeting body	Servicing duty station	Staff sent from servicing duty station	Travel and related costs, comparison (United States dollars)			Savings per duty station (United States dollars)				
				Headquarters of meeting body (a)	Servicing duty station (airfare plus replacement costs) (b)	Saved daily subsistence allowance (c)	Cost savings (a-b+c)	New York	Geneva	Vienna	Nairobi
1. Committee on the Exercise of the Inalienable Rights of the Palestinian People, United Nations Round Table on Legal Aspects of the Question of Palestine Managua, 4 February	New York	New York	6	6 180	6 180		0	0			
2. International Seabed Authority, Assembly, Legal and Technical Committee Kingston, 20 February–3 March	New York	New York/ freelance	20	10 000	7 500	17 640	20 140	20 140			
3. Independent Audit Advisory Committee, thirty-eighth session Vienna, 19–21 April	New York	Vienna	9	5 600	0	7 224	12 824	12 824			
4. Special Committee of 24, Regional seminar to review the situation in Non-Self-Governing Territories under the Third International Decade for the Eradication of Colonialism Kingstown, 16–18 May	New York	New York/ freelance	12	28 999	28 999	0	0	0			
5. International Civil Service Commission, eighty-fifth session Vienna, 10–21 July	New York	Vienna	8	5 600	0	26 488	32 088	32 088			
6. Committee on the Exercise of the Inalienable Rights of the Palestinian People, United Nations International Meeting on the Question of Palestine Baku, 20–21 July	New York	New York/ Geneva	10	19 430	7 892	0	11 538	11 538			
7. International Seabed Authority, Assembly, twenty-third session, Kingston, 31 July–18 August	New York	New York/ freelance	38	19 000	25 407	27 930	21 523	21 523			
8. Preparatory meeting for the intergovernmental conference to adopt a global compact for safe, orderly and regular migration Puerto Vallarta, Mexico, 4–6 December	New York	New York	24	49 110	49 110	0	0	0			

		Headquarters of meeting body	Servicing duty station	Staff sent from servicing duty station	Travel and related costs, comparison (United States dollars)			Savings per duty station (United States dollars)					
					Headquarters of meeting body (a)	Servicing duty station (airfare plus replacement costs) (b)	Saved daily subsistence allowance (c)	Cost savings (a-b+c)	New York	Geneva	Vienna	Nairobi	
9.	Human Rights Council, Working Group on Enforced and Involuntary Disappearances, 111th session Seoul, 6–10 February	Geneva	freelance	8	30 400	8 400	17 160	39 160		39 160			
10.	Framework Convention on Climate Change, meetings of subsidiary bodies of the Conference of the Parties to the Convention Bonn, Germany, 8–18 May	Geneva	Geneva	39	91 510			0		0			
11.	United Nations Convention to Combat Desertification, Conference of the Parties to the Convention and meetings of subsidiary bodies Ordos, China, 6–16 September	Geneva	Geneva/ Vienna/ Nairobi/ freelance	42 Geneva + 9 Nairobi, 3 Vienna and 3 local freelance	165 015	174 081		(9 066)		(9 066)			
12.	Framework Convention on Climate Change, Conference of the Parties to the Convention and meetings of subsidiary bodies, twenty-third session Bonn, Germany, 6–17 November	Geneva	Geneva/ Nairobi *Geneva did not have the capacity and Nairobi interpreters were without replacement costs	52 Geneva; 8 Nairobi	36 000	48 800		(12 800)		(12 800)			
13.	States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-personnel Mines and on Their Destruction, sixteenth meeting Vienna, 18–22 December	Geneva	Geneva/ Vienna	22 Vienna; 3 Geneva	22 050	2 646	32 230	51 634		51 634			

		Headquarters of meeting body	Servicing duty station	Staff sent from servicing duty station	Travel and related costs, comparison (United States dollars)			Savings per duty station (United States dollars)				
					Headquarters of meeting body (a)	Servicing duty station (airfare plus replacement costs) (b)	Saved daily subsistence allowance (c)	Cost savings (a-b+c)	New York	Geneva	Vienna	Nairobi
14.	Commission on Narcotic Drugs, Meeting of Heads of National Drug Law Enforcement Agencies, Africa, twenty-seventh meeting Hurghada, Egypt, 18–22 September	Vienna	Vienna/ Geneva/ Nairobi/ Economic Commission for Africa/ freelance	13	22 297	22 192	0 (all non-local)	105			105	
15.	Commission on Narcotic Drugs, Meeting of Heads of National Drug Law Enforcement Agencies, Latin America and the Caribbean, 27th meeting Guatemala City, 2–6 October	Vienna	Vienna/ New York/ freelance	11	44 511	21 489	4 308	27 330			27 330	
16.	Commission on Narcotic Drugs, Subcommission on Illicit Drug Traffic and Related Matters in the Near and Middle East, 52nd meeting Beirut, 13–17 November	Vienna	Vienna/ Economic and Social Commission for Western Asia/ freelance	12	25 536	16 559	10 600	19 577			19 577	
17.	UNEP, Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services: fifth session of the plenary of the Platform Bonn, Germany, 6–10 March	Nairobi		26	69 519.84	49 827.21	–	19 692.63				19 692.63
18.	UNEP, joint meetings of the conferences of the parties to the Basel (thirteenth meeting), Rotterdam (eighth meeting) and Stockholm conventions (eighth meeting) Geneva, 22 April–5 May	Nairobi		34	80 614.00	158 873.64	132 219.00	53 959.36				53 959.36
19.	UNEP, Regional Office for Africa, sixteenth African Ministerial Conference on the Environment Libreville, 12–16 June.	Nairobi		10	6 150.00	5 039.72	–	1 110.28				1 110.28

	Headquarters of meeting body	Servicing duty station	Staff sent from servicing duty station	Travel and related costs, comparison (United States dollars)			Cost savings (a-b+c)	Savings per duty station (United States dollars)			
				Headquarters of meeting body (a)	Servicing duty station (airfare plus replacement costs) (b)	Saved daily subsistence allowance (c)		New York	Geneva	Vienna	Nairobi
20.	UNEP: Multilateral Fund for the Implementation of the Montreal Protocol, Executive Committee, seventy-ninth meeting (3–7 July); Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol, fifty-eighth meeting (9 July); Open-ended Working Group of the Parties to the Montreal Protocol, thirty-ninth meeting (11–14 July) Bangkok	Nairobi	26	82 732.00	63 706.07	7 386.00	26 411.93				26 411.93
21.	UNEP, Minamata Convention on Mercury, first meeting of the Conference of the Parties Geneva, 24–29 September	Nairobi	35	73 920.00	7 494.05	67 132.00	133 557.95				133 557.95
22.	UNEP, Stockholm Convention, thirteenth meeting of the Persistent Organic Pollutants Review Committee Rome, 17–20 October	Nairobi	2	1 700.00	1 302.00	–	398.00				398.00
23.	UNEP, Ozone Secretariat: Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol, fifty-ninth meeting, and joint eleventh Conference of the Parties to the Vienna Convention and twenty-ninth Meeting of the Parties to the Montreal Protocol Montreal, Canada, 18–24 November 2017	Nairobi	4	12 000.00	1 153.95	–	10 846.05				10 846.05
Total savings, 2017							98 113	68 928	47 012	245 976.2	

Total savings at all four duty stations: 460,029.

II. Documents management

A. Compliance with submission deadlines, by department

Table 1

Submission compliance by department for documents slotted as at 31 December 2017

<i>Department</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
	<i>Submission compliance (percentage)</i>	<i>Submission compliance (percentage)</i>	<i>Submission compliance (percentage)</i>
Advisory Committee on Administrative and Budgetary Questions	100	–	100
Board of Auditors	77	76	100
Department for General Assembly and Conference Management	100	100	95
Department of Economic and Social Affairs	95	95	94
Department of Field Support	100	–	100
Department of Management	88	94	88
Department of Peacekeeping Operations	100	100	100
Department of Political Affairs	96	88	96
Department of Public Information	100	100	100
Department of Safety and Security	100	100	100
Economic Commission for Europe ^a	90	96	94
Executive Office of the Secretary-General	89	77	67
Independent Audit Advisory Committee	100	100	100
Inter-Agency Secretariat of the International Strategy for Disaster Reduction ^b	77	100	100
International Atomic Energy Agency	100	100	100
International Civil Service Commission	85	95	86
International Court of Justice	100	100	100
International Criminal Tribunal for Rwanda	100	–	–
International Criminal Tribunal for the Former Yugoslavia	100	100	100
International Residual Mechanism for Criminal Tribunals	100	100	100
Joint Inspection Unit	100	100	100
Joint United Nations Programme on HIV/AIDS	100	100	100
Office for Disarmament Affairs	100	96	100
Office for Disarmament Affairs ^a	100	100	100
Office for Outer Space Affairs ^c	96	100	92
Office for the Coordination of Humanitarian Affairs	100	80	100
Office of Administration of Justice	75	100	100
Office of Internal Oversight Services	100	86	100
Office of Legal Affairs	93	92	100
Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States	80	100	100
Office of the President of the General Assembly	–	–	–
Office of the Special Adviser on Africa	100	100	100
Office of the Special Representative of the Secretary-General for Children and Armed Conflict	100	50	100
Office of the Special Representative of the Secretary-General on Violence against Children	100	100	100

<i>Department</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
	<i>Submission compliance (percentage)</i>	<i>Submission compliance (percentage)</i>	<i>Submission compliance (percentage)</i>
Office of the United Nations High Commissioner for Human Rights ^b	87	88	81
Office of the United Nations High Commissioner for Refugees ^b	100	100	100
Peacebuilding Support Office	100	100	100
Regional Commissions New York Office	82	75	82
United Nations Children's Fund	100	100	100
United Nations Commission on International Trade Law ^c	93	93	96
United Nations Compensation Commission ^a	89	100	100
United Nations Conference on Trade and Development ^b	100	100	100
United Nations Convention to Combat Desertification ^a	97	100	100
United Nations Development Programme	72	84	63
United Nations Development Programme/United Nations Office for South-South Cooperation	50	25	0
United Nations Environment Programme ^d	–	100	100
United Nations Framework Convention on Climate Change ^a	62	82	91
United Nations Fund for International Partnerships	100	100	100
United Nations Human Settlements Programme	100	17	100
United Nations Institute for Training and Research	100	–	0
United Nations Joint Staff Pension Fund	54	48	100
United Nations Office on Drugs and Crime ^c	87	88	82
United Nations Office for Project Services	67	71	57
United Nations Office on Sport for Development and Peace	–	100	–
United Nations Population Fund	98	98	100
United Nations Relief and Works Agency for Palestine Refugees in the Near East	67	50	100
United Nations Scientific Committee on the Effects of Atomic Radiation ^c	100	100	50
United Nations System Chief Executives Board for Coordination	100	100	89
United Nations System Staff College	100	–	100
United Nations University	100	–	100
United Nations Volunteers	100	–	–
United Nations Women	99	99	99
University for Peace	100	–	–
World Food Programme	100	100	100
Overall submission compliance by slot date	89	92	90
Proportion of departments with submission compliance above 90 per cent	72	70	78

Note: All in New York except where marked.

^a Geneva.

^b New York and Geneva combined.

^c Vienna.

^d New York and Nairobi combined.

B. Documents management statistics, by duty station, as at 31 December 2017

1. New York

Table 1
Overview of submission/processing/issuance compliance

	2015	2016	2017
1. Total documents slotted	1 540	1 535	1 402
2. Submission			
(a) Overall submission compliance by the slot date	91% (1 409/1 540)	92% (1 410/1 535)	91% (1 274/1 402)
(b) Overall submission compliance in accordance with the mandated time frame (including negotiated late slotting)	91% (1 319/1 445) ^a	92% (1 362/1 479) ^b	91% (1 208/1 333) ^c
(i) Received 10 weeks or more before meeting (documents subject to 10–4–6 time frame)	94% (879/940)	93% (863/926)	93% (769/827)
(ii) Received 8 weeks or more before meeting (documents subject to 8–4–4 time frame)	86% (215/251)	94% (284/303)	82% (166/207)
(iii) Received 6 weeks or more before meeting (documents subject to 6–4–2 time frame)	90% (28/31) ^d	N/A	100% (5/5) ^d
(iv) Negotiated late slotting	88% (197/223) ^a	86% (215/250)	91% (268/294)
3. Processing			
Overall processing compliance in accordance with the mandated time frame (four-week turnaround of documents submitted on time and within word limit)	99% (1 064/1 078) ^e	99% (1 126/1 137) ^f	96% (960/995) ^g
(a) Secretariat reports	99% (489/494)	99% (494/500)	95% (452/476)
(b) Non-Secretariat reports	98% (575/584) ^e	99% (632/637) ^f	98% (508/519) ^g
4. Issuance			
(a) Total documents issued	1 540	1 535	1 402
(b) Overall issuance compliance in accordance with the mandated time frame (including negotiated late issuance)	93% (1 345/1 445) ^h	95% (1 406/1 479) ⁱ	95% (1 272/1 333) ^j
(i) Issued 6 weeks or more before meeting (documents subject to 10–4–6 time frame)	93% (870/940)	94% (866/926)	97% (802/827)
(ii) Issued 4 weeks or more before meeting (documents subject to 8–4–4 time frame)	88% (222/251)	96% (290/303)	83% (171/207)
(iii) Issued 2 weeks or more before meeting (documents subject to 6–4–2 time frame)	97% (30/31) ^d	N/A	100% (5/5) ^d
(iv) Negotiated late issuance	100% (223/223)	100% (250/250) ⁱ	100% (294/294)
(c) Overall issuance compliance in accordance with the agreed time frame for documents submitted on time and within the established word limits	99% (1 064/1 078)	99% (1 126/1 137)	96% (960/995)

(Footnotes on following page)

(Footnotes to table 1)

Note: Please refer to section III.A of the report of the Secretary General on the pattern of conferences ([A/73/93](#)).

Abbreviation: N/A, not applicable.

^a Out of 1,540 slotted documents, 95 were not linked to meetings.

^b Out of 1,535 slotted documents, 56 were not linked to meetings.

^c Out of 1,402 slotted documents, 69 were not linked to meetings.

^d The 6–4–2 timeframe applies to the conferences related to the Treaty on the Non-Proliferation of Nuclear Weapons only.

^e Includes 326 statements by non-governmental organizations (NGO) that were issued before the meeting, as agreed by the substantive secretariat.

^f Includes 388 statements by NGOs that were issued before the meeting, as agreed by the substantive secretariat.

^g Includes 277 statements by NGOs that were issued before the meeting, as agreed by the substantive secretariat.

^h Out of 1,540 issued documents, 95 were not linked to meetings.

ⁱ Out of 1,535 issued documents, 56 were not linked to meetings.

^j Out of 1,402 issued documents, 69 were not linked to meetings.

Table 2
Submission compliance by department for slotted documents, as at 31 December 2017

Department	2016				2017			
	Total slotted	Received on time	Received late	Submission compliance (percentage)	Total slotted	Received on time	Received late	Submission compliance (percentage)
Advisory Committee on Administrative and Budgetary Questions	–	–	–	–	1	1		100
Board of Auditors	25	19	5	76	24	24		100
Department for General Assembly and Conference Management	70	70		100	91	86	5	95
Department of Economic and Social Affairs	349	333	16	95	370	349	21	94
Department of Field Support	–	–	–	–	2	2		100
Department of Management	160	151	9	94	165	146	19	88
Department of Peacekeeping Operations	2	2		100	3	3		100
Department of Political Affairs	42	37	5	88	50	48	2	96
Department of Public Information	7	7		100	7	7		100
Department of Safety and Security	1	1		100	1	1		100
Executive Office of the Secretary-General	13	10	3	77	15	10	5	67
Independent Audit Advisory Committee	2	2		100	3	3		100
Inter-Agency Secretariat of the International Strategy for Disaster Reduction	1	1		100	1	1		100
International Atomic Energy Agency	1	1		100	1	1		100
International Civil Service Commission	20	19	1	95	21	18	3	86
International Court of Justice	1	1		100	1	1		100
International Criminal Tribunal for the Former Yugoslavia	1	1		100	1	1		100
International Residual Mechanism for Criminal Tribunals	1	1		100	1	1		100
Joint Inspection Unit	3	3		100	7	7		100
Joint United Nations Programme on HIV/AIDS	1	1		100	2	2		100
Office for Disarmament Affairs	47	45	2	96	33	33		100
Office for the Coordination of Humanitarian Affairs	5	4	1	80	3	3		100
Office of Administration of Justice	4	4		100	2	2		100
Office of Internal Oversight Services	7	6	1	86	15	15		100
Office of Legal Affairs	89	82	7	92	62	62		100
Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States	3	3		100	3	3		100
Office of the Special Adviser on Africa	4	4		100	3	3		100
Office of the Special Representative of the Secretary-General for Children and Armed Conflict	2	1	1	50	1	1		100
Office of the Special Representative of the Secretary-General on Violence against Children	2	2		100	1	1		100

Department	2016				2017			
	Total slotted	Received on time	Received late	Submission compliance (percentage)	Total slotted	Received on time	Received late	Submission compliance (percentage)
Office of the United Nations High Commissioner for Human Rights	236	203	33	86	219	178	41	81
Office of the United Nations High Commissioner for Refugees	1	1		100	1	1		100
Peacebuilding Support Office	3	3		100	1	1		100
Regional Commissions New York Office	8	6	2	75	11	9	2	82
United Nations Children's Fund	41	41		100	29	29		100
United Nations Conference on Trade and Development	3	3		100	4	4		100
United Nations Development Programme	67	56	11	84	56	35	21	63
United Nations Development Programme/ United Nations Office for South-South Cooperation	8	2	6	25	1		1	0
United Nations Entity for Gender Equality and the Empowerment of Women	200	199	1	99	149	147	2	99
United Nations Environment Programme	1	1		100				
United Nations Fund for International Partnerships	2	2		100	1	1		100
United Nations Human Settlements Programme	2	1	1	50	2	2		100
United Nations Industrial Development Organization					1		1	0
United Nations Institute for Training and Research					1		1	0
United Nations Joint Staff Pension Fund	25	12	13	48	11	11		100
United Nations Office for Project Services	7	5	2	71	7	4	3	57
United Nations Office on Sport for Development and Peace	1	1		100				
United Nations Population Fund	44	43	1	98	2	2		100
United Nations Relief and Works Agency for Palestine Refugees in the Near East	2	1	1	50	4	4		100
United Nations System Chief Executives Board for Coordination	8	8		100	9	8	1	89
United Nations System Staff College					1	1		100
United Nations University					1	1		100
World Food Programme	2	2		100	1	1		100
Total submission compliance by slot date	1 524	1 401	123	92	1 402	1 273	129	91
Proportion of departments with submission compliance above 90 per cent				70 (33 of 47)				78 (39 of 50)

2. Geneva, Division of Conference Management

Table 1
Overview of submission/processing/issuance compliance

	2015	2016	2017
1. Total documents slotted	1 623	1 901	1 876
2. Submission			
(a) Overall submission compliance by the slot date	88% (1 435/1 623)	93% (1 764/1 901)	90% (1 686/1 876)
(b) Overall submission compliance in accordance with the mandated time frame (including negotiated late slotting)	88% (1 173/1 326)	94% (1 434/1 533)	93% (1 384/1 481)
(i) Received 10 weeks or more before meeting (documents subject to 10–4–6 time frame)	88% (899/1 028)	93% (1 183/1 267)	94% (1 130/1 206)
(ii) Received 8 weeks or more before meeting (documents subject to 8–4–4 time frame)	92% (274/298)	94% (251/266)	92% (254/275)
(iii) Negotiated late slotting	88% (262/297)	90% (330/368)	76% (302/395)
3. Processing			
Overall processing compliance in accordance with the mandated time frame (four-week turnaround of documents submitted on time and within word limit)	47% (668/1 435)	82% (1 440/1 764)	99% (1 675/1 686)
(a) Secretariat reports	59% (303/517)	88% (483/549)	100% (560/561)
(b) Non–Secretariat reports	40% (365/918)	79% (957/1 215)	99% (1 115/1 125)
4. Issuance			
(a) Total documents issued ^a	1 596	1 901	1 868
(b) Overall issuance compliance in accordance with the mandated time frame (including negotiated late issuance)	53% (850/1 596)	77% (1 456/1 901)	91% (1 698/1 868)
(i) Issued 6 weeks or more before meeting (documents subject to 10–4–6 time frame)	45% (460/1 013)	74% (941/1 267)	94% (1 128/1 202)
(ii) Issued 4 weeks or more before meeting (documents subject to 8–4–4 time frame)	80% (237/296)	90% (239/266)	96% (265/275)
(iii) Negotiated late issuance	53% (153/287)	75% (276/368)	78% (305/391)
(c) Overall issuance compliance in accordance with the agreed time frame for documents submitted on time and within the established word limits	57% (823/1 435)	82% (1 439/1 764)	99% (1 675/1 686)

^a All documents not yet issued are late submissions.

Table 2
Submission compliance by department for slotted documents, as at 31 December 2017

<i>Department</i>	<i>2015</i>				<i>2016</i>				<i>2017</i>			
	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>
Economic Commission for Europe	540	55	17	90	970	34	28	96	930	60	29	94
International Strategy for Disaster Reduction	2			100								
Office for Disarmament Affairs					10			100	11			100
Office of the United Nations High Commissioner for Human Rights	927	115	34	88	820	95	38	88	783	125	32	84
United Nations Compensation Commission	9	1	9	89	5			100	8			100
United Nations Conference on Trade and Development	59			100	41			100	64			100
United Nations Convention to Combat Desertification	34	1	25	97	7			100	26			100
United Nations Framework Convention on Climate Change	42	16	47	62	38	7	44	82	44	4	31	91
United Nations High Commissioner for Refugees	10			100	10			100	10	1	37	90
Total	1 623	188	26	88	1 901	136	14	93	1 876	190	31	90

3. Vienna, Conference Management Service

Table 1
Overview of submission/processing/issuance compliance

	2015	2016	2017
1. Total documents slotted	231	216	207
2. Submission			
(a) Overall submission compliance by the slot date	79% (183/231)	86% (186/216)	81% (168/207)
(b) Overall submission compliance in accordance with the mandated time frame (including negotiated late slotting)	90% (208/231)	91% (196/216)	88% (182/207)
(i) Received 10 weeks or more before meeting (documents subject to 10–4–6 time frame)	68% (158/231)	68% (146/216)	66% (137/207)
(ii) Negotiated late slotting ^a	86% (124/144)	98% (131/133)	88% (112/128)
3. Processing			
Overall processing compliance in accordance with the mandated time frame (four-week turnaround of documents submitted on time and within word limit)	79% (140/179)	78% (135/173)	78% (116/148)
(a) Secretariat reports	78% (132/169)	79% (128/162)	79% (111/141)
(b) Non-Secretariat reports	80% (8/10)	64% (7/11)	71% (5/7)
4. Issuance			
(a) Total documents issued	231	216	207
(b) Overall issuance compliance in accordance with the mandated time frame (including negotiated late issuance)	91% (210/231)	87% (187/216)	81% (168/207)
(i) Issued 6 weeks or more before meeting (documents subject to 10–4–6 time frame)	81% (186/231)	78% (168/216)	71% (146/207)
(ii) Negotiated late issuance ^a	93% (124/134)	90% (113/126)	86% (106/124)
(c) Overall issuance compliance in accordance with the mandated timeframes for documents submitted on time and within the word limit guidelines	83% (148/179)	79% (114/144)	82% (104/127)

^a Under submission timeliness, late slotting covers all documents where the submission date is later than 10 weeks prior to the related meeting. Under issuance timeliness, late slotting covers all documents where the issuance date is later than six weeks prior to the related meeting. That is why the total number of documents displayed is not identical.

Table 2
Submission compliance by department for slotted documents, as at 31 December 2017

<i>Department</i>	<i>2015</i>				<i>2016</i>				<i>2017</i>			
	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>
Office for Outer Space Affairs	25	1	22	96	27			100	38	3	3	92
United Nations Commission on International Trade Law	70	5	11	93	58	4	10	93	55	2	5	96
United Nations Office on Drugs and Crime	135	17	19	87	131	16	24	88	112	19	21	82
United Nations Scientific Committee on the Effects of Atomic Radiation	1			100	–	–	–	–	2	1	60	50
Total	231	23	21	90	216	20	11	91	207	25	22	88

4. Nairobi, Division of Conference Services

Table 1
Overview of submission/processing/issuance compliance

	2015	2016	2017
1. Total documents slotted	20	25	40
2. Submission			
(a) Overall submission compliance by the slot date	65% (13/20)	84% (21/25)	70% (28/40)
(b) Overall submission compliance in accordance with the mandated time frame	65% (13/20)	84% (21/25)	70% (28/40)
(i) Received 10 weeks or more before meeting (documents subject to 10–4–6 time frame)	65% (13/20)	84% (21/25)	70% (28/40)
(ii) Negotiated late slotting	N/A	N/A	N/A
3. Processing			
Overall processing compliance in accordance with the mandated time frame (four-week turnaround of documents submitted on time and within word limit)	100% (20/20)	100% (25/25)	89% (25/28)
(a) Secretariat reports	100% (20/20)	100% (25/25)	89% (25/28)
(b) Non-Secretariat reports	N/A	N/A	N/A
4. Issuance			
(a) Total documents issued	100% (20/20)	100% (25/25)	100% (40/40)
(b) Overall issuance compliance in accordance with the mandated time frame	65% (13/20)	76% (19/25)	63% (25/40)
(i) Issued 6 weeks or more before meeting	65% (13/20)	76% (19/25)	63% (25/40)
(ii) Negotiated late issuance	N/A	N/A	N/A
(c) Overall issuance compliance in accordance with the mandated timeframes for documents submitted on time and within the established word limits	65% (13/20)	76% (19/25)	63% (25/40)

Abbreviation: N/A, not applicable.

Table 2
Submission compliance by department for slotted documents, as at 31 December 2017

<i>Department</i>	<i>2015</i>				<i>2016</i>				<i>2017</i>			
	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>	<i>Total slotted</i>	<i>Received late</i>	<i>Average days late</i>	<i>Submission compliance by number of documents (percentage)</i>
United Nations Environment Programme	–	–	–	–	21			100	24			100
United Nations Human Settlements Programme	20	7	33	65	4	4	42	0	16	12	12	25
Total	20	7	33	65	25	7	3	84	40	12	12	70

C. Timeliness indicators for documentation, 2017

- Percentage of pre-session documents issued in accordance with the mandated time frame:

New York: 95

Geneva: 91

Vienna: 81

Nairobi: 63

- Percentage of pre-session documents submitted on time and within applicable word limits that are processed by the Department within the mandated time frame:

New York: 96

Geneva: 99

Vienna: 78

Nairobi: 89

III. Human resources measures, workload sharing, workload and productivity statistics

A. Human resources measures

Table 1
Vacancy rates in key occupational groups as at 31 December 2017

(Posts)

	Headquarters		Geneva		Vienna		Nairobi	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
Interpretation services	9	7	5	5	1	4	7	37
Translation services	31	9	10	6	5	12	3	14
Text-processing units	17	14	17	19	1	3	3	14
Editing/Official Records	2	7	2	10	0	0	N/A	N/A
Verbatim Reporting Service	3	6	N/A	N/A	N/A	N/A	N/A	N/A

Abbreviation: N/A, not applicable.

Table 2
Number of language professionals rostered from language competitive examinations in 2017

2017 language competitive examination for French translators, editors, verbatim reporters and copy preparers/proofreaders/production editors	NYF
2017 language competitive examination for English translators, editors, verbatim reporters and copy preparers/proofreaders/production editors	37
2017 language competitive examination for Russian interpreters	21
2017 language competitive examination for Chinese translators, editors, verbatim reporters and copy preparers/proofreaders/production editors	30
2017 language competitive examination for English interpreters	12
2017 language competitive examination for Spanish interpreters	5
Total number of candidates rostered in 2017	105

Abbreviation: NYF, not yet finished.

Table 3
Temporary assistance for meetings: expenditures by language, 2016 and 2017

(United States dollars)

Translation	New York		Geneva		Vienna		Nairobi	
	2016	2017	2016	2017	2016	2017	2016	2017
Arabic	604 318	507 618	821 567	608 430	175 033	260 724	21 120	–
Chinese	53 538	62 808	752 408	622 904	151 630	149 351	–	38 692
English	1 043 455	860 808	1 097 907	1 474 844	153 580	188 609	–	18 768
French	2 086 565	2 189 258	2 880 505	2 123 276	316 912	328 145	–	–
Russian	869 006	1 250 621	1 101 156	826 092	199 411	202 264	12 507	–
Spanish	1 005 443	591 252	2 435 979	1 576 690	214 525	367 830	4 243	–
Total	5 662 325	5 462 365	9 089 522	7 232 236	1 211 090	1 496 922	37 870	57 460

<i>Contractual translation</i>	<i>New York</i>		<i>Geneva</i>		<i>Vienna</i>		<i>Nairobi</i>	
	2016	2017	2016	2017	2016	2017	2016	2017
Arabic	747 753	316 032	376 829	344 684	318 633	260 491	141 802	169 062
Chinese	513 581	521 520	821 530	505 550	189 252	268 765	143 465	273 907
English	270 663	282 230	166 426	147 486	21 157	35 453	59 515	74 832
French	2 015 548	1 706 703	1 118 204	1 003 509	322 222	311 418	267 939	363 343
Russian	700 704	421 146	248 042	436 467	196 606	261 911	180 772	224 482
Spanish	887 933	809 644	499 874	433 849	296 960	265 726	148 392	244 106
Total	5 136 182	4 057 275	3 230 905	2 870 545	1 344 829	1 403 765	941 885	1 349 732

<i>Interpretation</i>	<i>New York</i>		<i>Geneva</i>		<i>Vienna</i>		<i>Nairobi</i>	
	2016	2017	2016	2017	2016	2017	2016	2017
Arabic	1 415 403	559 936	523 009	308 701	349 244	293 031	157 189	381 215
Chinese	986 359	625 922	274 404	222 165	347 709	361 894	368 789	216 669
English	678 781	732 756	1 146 086	921 110	210 314	307 683	326 469	246 308
French	876 121	610 211	992 076	674 815	213 384	300 357	391 965	382 237
Russian	612 774	520 344	476 103	386 916	188 822	282 043	217 646	73 586
Spanish	611 753	472 269	552 717	484 269	188 055	273 984	141 067	218 713
Total	5 181 190	3 521 437	3 964 394	2 997 975	1 497 529	1 818 991	1 603 125	1 518 728

<i>Verbatim</i>	<i>New York</i>		<i>Geneva</i>		<i>Vienna</i>		<i>Nairobi</i>	
	2016	2017	2016	2017	2016	2017	2016	2017
Arabic	418 471	369 973	N/A	N/A	N/A	N/A	N/A	N/A
Chinese	348 258	371 977	N/A	N/A	N/A	N/A	N/A	N/A
English	508 045	508 669	N/A	N/A	N/A	N/A	N/A	N/A
French	405 215	423 433	N/A	N/A	N/A	N/A	N/A	N/A
Russian	538 361	567 196	N/A	N/A	N/A	N/A	N/A	N/A
Spanish	457 677	364 906	N/A	N/A	N/A	N/A	N/A	N/A
Total	2 676 027	2 606 154	N/A	N/A	N/A	N/A	N/A	N/A

Abbreviation: N/A, not applicable.

B. Workload sharing

Table 1
Document workload sharing

<i>Documentation processed</i>	<i>Requesting office</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
New York	Geneva, translation					285 365
	Geneva, editing					158 136
	Geneva, text-processing					0
Subtotal (Geneva)		2 658 445	787 999	878 786	924 796	443 501
	Vienna, translation					78 705
	Vienna, editing					0
	Vienna, text-processing					0
Subtotal (Vienna)		19 240	26 189	0	0	78 705
	Nairobi, translation					27 246
	Nairobi, editing					20 726
	Nairobi, text-processing					0
Subtotal (Nairobi)		0	0	0	20 642	47 972
	Other	0	0	0	66 538	0
Total		2 677 685	814 188	878 786	1 011 976	570 178
Geneva	New York, translation					239 690
	New York, editing					127 972
	New York, text-processing					584 421
Subtotal (New York)		146 890	98 526	223 578	375 580	952 083
Subtotal (Vienna)		0	0	0	0	0
Subtotal (Nairobi)		0	0	0	0	0
Total		146 890	98 526	223 578	375 580	952 083
Vienna	New York, translation					463 593
	New York, editing					64 152
	New York, text-processing					1 140 711
Subtotal (New York)		165 439	231 204	760 453	226 874	1 668 456
	Geneva, translation					165 461
	Geneva, editing					14 751
	Geneva, text-processing					349 932
Subtotal (Geneva)		131 295	79 580	197 909	310 874	530 144
Subtotal (Nairobi)		0	0	10 530	0	0
Total		296 734	310 784	968 892	537 748	2 198 600

<i>Documentation processed</i>	<i>Requesting office</i>	2013	2014	2015	2016	2017
Nairobi	New York, translation					0
	New York, editing					0
	New York, text-processing					388 968
Subtotal (New York)		0	2 463	0	24 554	388 968
	Geneva, translation					0
	Geneva, editing					0
	Geneva, text-processing					278 520
Subtotal (Geneva)		164 450	15 914	46 604	10 473	278 520
Subtotal (Vienna)		0	0	0	0	0
Total		164 450	18 377	46 604	35 027	667 488

Note: In 2013, the substantial increase in workload sharing was due to the one-time transfer of documents of the Committee on the Elimination of Discrimination against Women from Geneva to New York.

C. Translation, editing and revision workload, by duty station and language, 2012–2017

Table 1
Translation workload, in words (logout/throughput)

New York

	2012	2013	2014	2015	2016	2017	Total
Arabic	19 770 139	22 385 399	23 553 993	27 026 548	25 642 639	24 068 761	142 447 479
Chinese	20 152 713	21 677 464	23 913 275	26 365 382	25 981 364	25 034 070	143 124 268
English	3 022 048	3 121 509	5 291 513	3 224 641	3 832 347	3 606 713	22 098 771
French	25 738 462	26 218 114	28 632 027	30 696 654	30 930 091	28 356 264	170 571 612
Russian	20 871 109	21 074 910	23 036 149	27 320 553	25 561 567	24 885 659	142 749 947
Spanish	20 820 718	22 229 010	24 258 886	29 709 756	28 873 765	25 947 766	151 839 901
Total	110 375 188	116 706 405	128 685 843	144 343 534	140 821 773	131 899 233	772 831 976

Geneva

	2012	2013	2014	2015	2016	2017	Total
Arabic	11 149 115	11 962 006	10 577 870	9 608 737	10 115 585	9 924 425	63 337 738
Chinese	10 248 705	10 895 300	10 109 830	9 230 822	10 568 650	9 481 784	60 535 091
English	5 109 549	6 320 612	4 881 685	4 561 788	4 461 830	4 496 100	29 831 564
French	19 555 554	20 290 434	21 080 580	18 320 146	20 668 128	18 264 220	118 179 062
Russian	15 795 027	18 033 556	18 655 755	15 417 374	16 102 699	15 323 193	99 327 604
Spanish	15 467 219	17 555 850	16 542 018	15 837 312	16 879 480	14 284 009	96 565 888
Total	77 325 169	85 057 758	81 847 738	72 976 179	78 796 372	71 773 731	467 776 947

Vienna

	2012	2013	2014	2015	2016	2017	Total
Arabic	4 348 049	4 041 679	3 853 513	4 283 631	3 991 600	4 270 050	24 788 522
Chinese	4 042 694	3 639 514	3 352 441	3 857 687	3 602 680	4 340 600	22 835 616
English	633 908	584 784	536 157	716 399	403 919	525 730	3 400 897
French	5 265 842	5 055 477	4 484 382	5 388 583	5 443 716	5 221 120	30 859 120
Russian	3 870 704	3 889 478	3 587 714	4 172 237	3 730 677	4 431 630	23 682 440
Spanish	5 133 963	4 825 007	3 762 575	4 889 092	4 146 664	4 629 130	27 386 431
Total	23 295 160	22 035 939	19 576 782	23 307 629	21 319 256	23 418 260	132 953 026

Nairobi

	2012	2013	2014	2015	2016	2017	Total
Arabic	1 301 615	1 599 627	1 010 524	1 490 003	1 284 040	1 540 978	8 226 787
Chinese	1 179 929	1 523 257	978 115	1 439 056	1 106 033	1 431 123	7 657 513
English	103 283	52 156	44 039	31 487	126 757	131 748	489 470
French	1 864 624	1 982 290	1 898 321	1 884 280	1 581 185	2 038 954	11 249 654
Russian	1 108 523	1 672 355	996 410	1 469 036	1 176 111	1 492 197	7 914 632
Spanish	1 447 991	1 721 498	1 392 121	1 701 960	1 250 827	1 566 774	9 081 171
Total	7 005 965	8 551 183	6 319 530	8 015 822	6 524 953	8 201 774	44 619 227

Table 2
Editing workload, in words

Year	New York	Geneva	Vienna	Nairobi	Total
2012	15 901 709	10 129 604	2 161 431	1 647 524	29 840 268
2013	17 185 713	11 864 603	2 023 847	2 037 268	33 111 431
2014	16 371 429	10 259 553	2 039 054	1 650 943	30 320 979
2015	16 487 654	10 442 725	2 262 539	2 031 542	31 224 460
2016	17 662 267	10 498 346 ^a	2 006 615	2 032 626	32 199 854
2017	17 853 196	11 280 311	2 671 134	2 283 382	36 135 634
Total	101 461 968	64 475 142	13 164 620	11 683 285	189 989 661

^a The figure for 2016 was updated after a data clean-up exercise was performed in 2018.

Table 3
Revision workload, in words (revision work performed on in-house translated text)

New York

	2012	2013	2014	2015	2016	2017	Total
Arabic	7 875 437	9 150 870	9 454 173	10 477 421	9 447 191	7 499 903	53 904 995
Chinese	6 631 664	6 420 761	7 026 829	6 836 475	7 130 439	6 558 074	40 604 242
English	594 987	745 516	543 249	633 481	873 342	680 008	4 070 583
French	6 170 396	5 809 053	4 990 121	7 073 286	7 924 125	10 577 021	42 544 002
Russian	4 693 253	3 472 531	4 247 912	4 615 050	3 813 751	5 200 711	26 043 208
Spanish	5 387 649	5 055 953	4 383 228	4 638 919	5 519 663	5 270 819	30 256 231
Total	31 353 386	30 654 684	30 645 512	34 274 632	34 708 511	35 786 536	197 423 261

Geneva

	2012	2013	2014	2015	2016	2017	Total
Arabic	3 689 256	4 950 143	4 617 405	4 227 371	3 413 347	3 267 458	24 164 980
Chinese	1 332 217	2 381 440	2 188 280	2 282 340	3 005 194	2 851 224	14 040 695
English	1 505 982	1 800 757	2 061 434	2 290 343	1 630 289	1 860 953	11 149 758
French	6 025 690	5 542 640	5 914 050	5 087 460	7 226 111	6 893 265	36 689 216
Russian	4 207 981	5 198 018	5 281 086	5 135 141	5 961 379	5 191 885	30 975 490
Spanish	3 544 624	5 441 350	5 970 915	6 738 247	7 651 335	4 344 945	33 691 416
Total	20 305 750	25 314 348	26 033 170	25 760 902	28 887 655	24 409 730	150 711 555

Vienna

	2012	2013	2014	2015	2016	2017	Total
Arabic	764 576	1 208 712	608 350	623 082	661 246	989 341	4 855 307
Chinese	692 981	525 024	432 472	262 430	101 020	142 302	2 156 229
English	111 936	60 773	234 521	31 890	147 430	193 302	779 852
French	1 075 200	1 121 305	926 815	1 173 379	1 151 660	965 580	6 413 939
Russian	1 240 786	1 098 427	1 345 065	1 243 442	1 139 210	1 153 672	7 220 602
Spanish	775 246	720 004	648 780	844 112	585 680	1 067 638	4 641 460
Total	4 660 725	4 734 245	4 196 003	4 178 335	3 786 246	4 511 835	26 067 389

Nairobi

	2012	2013	2014	2015	2016	2017	Total
Arabic	48 711	141 240	65 670	42 900	130 350	2 580	431 451
Chinese	9 666	97 020	88 440	97 020	300 960	483 554	1 076 660
English	–	2 310	3 630	28 710	26 400	102 951	164 001
French	214 500	169 950	112 860	316 800	50 160	309 471	1 173 741
Russian	130 172	74 580	390 060	199 650	210 210	47 765	1 052 437
Spanish	73 590	166 320	13 860	76 890	23 489	2 000	356 149
Total	476 639	651 420	674 520	761 970	741 569	948 321	4 254 439

D. Productivity measures

- Translation productivity: translation throughput in words per staff member per workday:

New York: 1,933

Geneva: 1,650

Vienna: 1,716

Nairobi: 1,751

- Editing productivity: number of words edited per staff member per workday:

New York: 3,804

Geneva: 3,802

Vienna: 3,535

Nairobi: 4,574

- Text-processing productivity: number of words processed per staff member per workday:

New York: 7,982

Geneva: 6,732

Vienna: 5,346

Nairobi: 4,884

Five-year productivity trends

(Words per staff member per day)

Translation, throughput (English Translation Service included)

<i>Duty station</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
New York	1 785	1 772	1 929	1 942	1 933
Geneva	1 733	1 667	1 577	1 678	1 650
Vienna	1 727	1 747	1 697	1 798	1 716
Nairobi	2 084	1 806	1 938	1 916	1 751

Editing

<i>Duty station</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
New York	4 739	4 075	5 513	3 975	3 804
Geneva	6 053	5 069	5 016	3 346 ^a	3 802
Vienna	3 247	2 640	3 765	3 521	3 535
Nairobi	6 239	4 059	4 349	4 742	4 574

^a The figure for 2016 was updated after a data clean-up exercise was performed in 2018.

Text-processing

<i>Duty station</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>
New York	4 402	3 326	6 243	6 880	7 982
Geneva	8 145	4 460	5 009	5 804	6 732
Vienna	4 206	4 224	4 488	5 115	5 346
Nairobi	2 944	2 244	2 937	3 267	4 884

IV. Quality measures

The Department for General Assembly and Conference Management is committed to providing high-quality conference services to Member States in an efficient and cost-effective manner. For that purpose, it collects feedback from Member States through global e-surveys, annual informational meetings held at all duty stations and ad hoc surveys. The global e-survey is user-friendly and available year-round. In 2017, 91 per cent of all respondents to the e-survey rated the conference services provided as either “good” or “very good”. The e-survey results are presented in the table below.

In New York, 92 per cent of the 89 e-survey respondents rated the conference services as “good” or “very good”. In a separate survey of the bureaux of intergovernmental and expert bodies to which the Department provided technical secretariat and conference services, 26 out of 27 respondents expressed satisfaction with the quality and timeliness of services. In Geneva, 96 per cent of the 28 respondents to the global e-survey rated the conference services as “good” or “very good”. According to separate ad-hoc surveys conducted by the Division of Conference Management of the United Nations Office at Geneva, 87 per cent of the 315 respondents gave a rating of “good” or “very good”. In Vienna, 88 per cent of respondents rated the services provided as “good” or very good”.

In Nairobi, the global e-survey was conducted after the twenty-sixth session of the Governing Council of the United Nations Human Settlements Programme (UN-Habitat), and 70 per cent of the participants rated the Division of Conference Services as “good” or “very good”. To supplement the global survey with real-time data, the Division carried out one survey in 2017 after the first meeting of the Conference of the Parties to the Minamata Convention on Mercury. Overall, 98 per cent of the respondents rated the services as “good” to “excellent”, while 2 per cent rated them as “fair”.

The Department has made a significant reduction in the number of printed documents as a result of a decrease in requests from delegations to the Secretariat, owing to the availability of various digital outlets, such as the Official Document System (ODS), the PaperSmart portal, United Nations websites and eSubscription. The number of pages printed at the four duty stations (New York, Geneva, Nairobi and Vienna) has declined significantly, from a total of 726 million in 2008 to 188 million in 2017, reflecting a cumulative decrease of 74 per cent over that nine-year period. In 2015, the Documents Assistance Centre was re-established in New York, in order to accommodate the ad hoc printing needs of delegates. In 2016 and 2017, the Centre printed an average of 129 documents, or 957 pages, per month.

2017 e-survey results

<i>Quality of services provided by meeting services assistant</i>		<i>Very good</i>		<i>Good</i>		<i>Average</i>		<i>Poor</i>		<i>Very poor</i>		<i>Total responses</i>
		<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	
Professionalism	New York	42	64.62	18	27.69	5	7.69	0	0	0	0	65
	Geneva	21	84	4	16	0	0	0	0	0	0	25
	Nairobi	5	45.45	3	27.27	2	18.18	1	9.09	0	0	11
	Vienna	5	62.50	1	12.50	2	25	0	0	0	0	8
Courtesy	New York	41	63.08	20	30.77	3	4.62	1	1.54	0	0	65
	Geneva	22	84.62	3	11.54	1	3.85	0	0	0	0	26
	Nairobi	4	36.36	3	27.27	2	18.18	2	18.18	0	0	11
	Vienna	4	57.14	1	14.29	2	28.57	0	0	0	0	7

<i>Linguistic quality of translated documents</i>		<i>Very good</i>		<i>Good</i>		<i>Average</i>		<i>Poor</i>		<i>Very poor</i>		<i>Total responses</i>
		<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	
Accuracy	New York	36	59.02	20	32.79	4	6.56	1	1.64	0	0	61
	Geneva	11	64.71	4	23.53	1	5.88	1	5.88	0	0	17
	Nairobi	2	22.22	5	55.56	1	11.11	1	11.11	0	0	9
	Vienna	8	72.73	2	18.18	1	9.09	0	0	0	0	11
Consistency	New York	30	53.57	24	42.86	2	3.57	0	0	0	0	56
	Geneva	9	64.29	3	21.43	1	7.14	1	7.14	0	0	14
	Nairobi	3	37.50	4	50	0	0	1	12.50	0	0	8
	Vienna	8	72.73	2	18.18	0	0	1	9.09	0	0	11
Style	New York	29	51.79	24	42.86	2	3.57	1	1.79	0	0	56
	Geneva	9	64.29	3	21.43	1	7.14	1	7.14	0	0	14
	Nairobi	3	37.50	3	37.50	1	12.50	1	12.50	0	0	8
	Vienna	7	63.64	3	27.27	0	0	1	9.09	0	0	11

		<i>Very good</i>		<i>Good</i>		<i>Average</i>		<i>Poor</i>		<i>Very poor</i>		<i>Total responses</i>
		<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	
<i>Linguistic quality of interpretation</i>												
Accuracy	New York	30	58.82	19	37.25	1	1.96	1	1.96	0	0	51
	Geneva	7	46.67	6	40	0	0	2	13.33	0	0	15
	Nairobi	2	25	5	62.50	1	12.50	0	0	0	0	8
	Vienna	5	62.50	3	37.50	0	0	0	0	0	0	8
Completeness	New York	25	54.35	18	39.13	2	4.35	1	2.17	0	0	46
	Geneva	7	50	6	42.86	0	0	1	7.14	0	0	14
	Nairobi	2	22.22	5	55.56	2	22.22	0	0	0	0	9
	Vienna	5	62.50	3	37.50	0	0	0	0	0	0	8
Clarity	New York	25	54.35	18	39.13	3	6.52	0	0	0	0	46
	Geneva	7	53.85	5	38.46	1	7.69	0	0	0	0	13
	Nairobi	2	25	4	50	2	25	0	0	0	0	8
	Vienna	5	62.50	3	37.50	0	0	0	0	0	0	8
Understandability	New York	25	54.35	18	39.13	3	6.52	0	0	0	0	46
	Geneva	7	50	6	42.86	1	7.14	0	0	0	0	14
	Nairobi	1	12.50	5	62.50	2	25	0	0	0	0	8
	Vienna	5	62.50	3	37.50	0	0	0	0	0	0	8

		<i>Very good</i>		<i>Good</i>		<i>Average</i>		<i>Poor</i>		<i>Very poor</i>		<i>Total responses</i>
		<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	
<i>Overall quality</i>												
	New York	43	48.31	39	43.82	7	7.87	0	0	0	0	89
	Geneva	19	67.86	8	28.57	1	3.57	0	0	0	0	28
	Nairobi	4	40	3	30	1	10	2	20	0	0	10
	Vienna	6	75	1	12.50	1	12.50	0	0	0	0	8

<i>New York only</i>	<i>Very good</i>		<i>Good</i>		<i>Average</i>		<i>Poor</i>		<i>Very poor</i>		<i>Total responses</i>
	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	<i>Responses</i>	<i>Percentage</i>	
Work of the committee secretaries	28	56	18	36	4	8	0	0	0	0	50
Level of satisfaction with the process of submission and issuance of and action on draft resolutions	26	53.06	18	36.73	5	10.20	0	0	0	0	49
Satisfaction with the quality and content of the website of the General Assembly and of the websites of the Main Committees of the General Assembly	29	58	19	38	2	4	0	0	0	0	50