If change is needed
Programme suspension
Programme extension
Programme revision
submit Amendments to Bureau Director
review Proposed changes
Proposed changes approve
Decision by EB
submit To BPPS through RBx for clearance

Programme revisions that do not require Executive Board approval are approved following incorporation of feedback from the Bx and BPPS mentoring by the Programme Board.

Programme revisions requiring Executive Board approval are submitted to the EB Secretariat by the relevant Bureau through
Required supporting documentation:
- Signed clearance form with reason for extension or substantive change
- Copy of minutes of Programme Board, agreeing to the changes
- Revised programme documentation, with changes tracked

The Bureau Director, in consultation with the Executive Board Secretariat, reviews the quality of proposed changes and advises on suitable action.

Required supporting documentation:
- Signed clearance form with reason for extension
- Letter from the government requesting/agreeing with the extension of the Cooperation Framework or equivalent harmonized approach to the extension
- RMT cleared by OFRM/BMS covering complete programme period

The Regional Bureau, in collaboration with the Administrator, submits to the Executive Board giving reasons for requesting suspension of the programme and proposes management arrangements for continued assistance to the country. The note should also explain the implications for harmonized programme periods, and the related consultations that have taken place within the United Nations country team. In the note, the Administrator may seek authority from the Executive Board to approve assistance on a project-by-project basis until the situation permits a return to normal operations.

The Regional Bureau presents the note to the Associate Administrator through clearance for submission to the Executive Board for approval.

See next page for detailed view ↓
If change is needed

Programme suspension

Programme extension

Programme revision

Manage change

Programme Board review

Programme Board minutes

submit

Programme Suspension Note

To BPPS through RBx for clearance

Decison by EB

The Regional Bureau presents the note to the Associate Administrator through the BPPS Effectiveness Group for review and clearance for submission to the Executive Board for approval.

Required supporting documentation:
- Signed clearance form with reason for extension
- Letter from the government requesting/agreeing with the extension of the Cooperation Framework or equivalent
- Signed agreement from UNCT confirming harmonized approach to the extension
- RMT cleared by OFRM/BMS covering complete programme period

The Regional Bureau, in collaboration with the Country Office, prepares a note that the Administrator submits to the Executive Board giving reasons for requesting suspension of the programme and proposes management arrangements for continued assistance to the country. The note should also explain the implications for harmonized programme periods, and the related consultations that have taken place within the United Nations country team. In the note, the Administrator may seek authority from the Executive Board to approve assistance on a project-by-project basis until the situation permits a return to normal operations.

Programme revisions that do not require Executive Board approval are approved following incorporation of feedback from the Bx and BPPS Effectiveness Group and endorsement by the Programme Board.

The Bureau Director, in consultation with the Executive Board Secretariat and the BPPS Effectiveness Group, reviews the quality of proposed changes and advises on suitable action.

Programme revisions requiring Executive Board approval are submitted to the EB Secretariat by the relevant Bureau through BPPS Effectiveness Group.

Required supporting documentation:
- Signed clearance form with reason for extension or substantive change
- Copy of minutes of Programme Board, agreeing to the changes
- Revised programme documentation, with changes tracked

The Bureau Director, in consultation with the Executive Board Secretariat and the BPPS Effectiveness Group, reviews the quality of proposed changes and advises on suitable action.

Submit required documentation to BPPS’ Effectiveness Group (through the Regional Bureau, for country programmes).

Required supporting documentation:
- Signed clearance form with reason for extension
- Letter from the government requesting/agreeing with the extension of the Cooperation Framework or equivalent
- Signed agreement from UNCT confirming harmonized approach to the extension
- RMT cleared by OFRM/BMS covering complete programme period

The note should also explain the implications for harmonized programme periods, and the related consultations that have taken place within the United Nations country team. In the note, the Administrator may seek authority from the Executive Board to approve assistance on a project-by-project basis until the situation permits a return to normal operations.

The Regional Bureau presents the note to the Associate Administrator through the BPPS Effectiveness Group for review and clearance for submission to the Executive Board for approval.

Required supporting documentation:
- Signed clearance form with reason for extension
- Letter from the government requesting/agreeing with the extension of the Cooperation Framework or equivalent
- Signed agreement from UNCT confirming harmonized approach to the extension
- RMT cleared by OFRM/BMS covering complete programme period

Programme revisions requiring Executive Board approval are submitted to the EB Secretariat by the relevant Bureau through BPPS Effectiveness Group.

Required supporting documentation:
- Signed clearance form with reason for extension or substantive change
- Copy of minutes of Programme Board, agreeing to the changes
- Revised programme documentation, with changes tracked