



THE SECRETARY-GENERAL

26 December 2018

Excellency,

I write to update you on a number of important changes that will take place on 1 January 2019, as a result of the wide-ranging reforms approved by the United Nations General Assembly this year. In broad terms, the shifting of the management paradigm, the restructuring of the peace and security architecture and the repositioning of the United Nations development system will make the Organization more effective, more accountable and more responsive. More specifically, the most visible change will be the establishment of new structures in the United Nations Secretariat, including two departments in the management architecture. I would like to inform you of the entry points for Member States into the two new departments.

The Department of Management, Strategy, Policy and Compliance (DMSPC)

The new Department of Management, Strategy, Policy and Compliance will be the main focal point for Member States and other external entities on issues related to the overall management of the Secretariat. The Inter-Agency and Intergovernmental Service in the Office of the Under-Secretary-General will liaise with you on intergovernmental and inter-agency meetings and activities, including the Arts Committee. The Business Partner Service will be responsible for administrative support to representatives of least developed countries and members of intergovernmental and expert bodies, such as the Committee for Programme and Coordination (CPC), the Independent Audit Advisory Committee and the Committee on Contributions. The Secretariat of the Administrative and Budgetary Committee (Fifth Committee) of the General Assembly and the CPC, also in the Office of the Under-Secretary-General, will provide substantive and technical support to representatives of Member States on all matters relating to the scheduling and conduct of meetings of the Fifth Committee and the CPC.

Issues related to the scale of assessments, assessment of contributions, status of contributions and peacekeeping financing should be directed to the Office of Programme Planning, Budget and Accounts. Issues related to human resources policies and management should be directed to the Office of Human Resources Management. Matters of conduct and discipline, including sexual exploitation and abuse, will be addressed by the Administrative Law Division within this Office. Finally, the Business Transformation and Accountability Division will establish and mainstream accountability systems to drive a results-based culture and the proactive management of risk. This Division will develop dashboards through which Member States will be able to view information about programme performance, budgets and staffing within the Secretariat, including statistics on gender and geographical representation.

All Permanent Representatives of
Member States of the United Nations
New York

The Department of Operational Support (DOS)

Operational issues, including those related to the participation of Member States in peacekeeping and special political missions, will be the responsibility of the new Department of Operational Support. Within this Department, the Uniformed Capabilities Support Division will serve as the single point of entry within the Secretariat on memorandums of understanding and the deployment, rotation and reimbursement of military and police contingents. A Support Partnerships Service will work closely with you and with regional and subregional organizations to enhance cooperation in the provision of support services. The Non-Staff Capacities Unit in the Human Resources Services Division will coordinate with Member States on issues related to non-staff personnel – including government-provided personnel, consultants and individual contractors and United Nations Volunteers – and will ensure that such capacities are established in accordance with the mandates of the General Assembly. The Health-care Management and Occupational Safety and Health Division will provide travel medicine services and support medical requirements in field missions.

Logistics and procurement capabilities at United Nations Headquarters will be consolidated into the new Office of Supply Chain Management within the Department of Operational Support. Within this Office, the Enabling and Outreach Service will be responsible for outreach to Member States on procurement opportunities within the Secretariat and vendor registration. The Office will also negotiate with Member States on letters of assist. Finally, a new Division of Administration will perform primarily location-specific services in the manner of the divisions of administration at the offices away from Headquarters. The Facilities and Commercial Activities Service in this Division will, as part of its responsibilities, service requests and support the organization of special, major and other events.

We are on the eve of monumental change in the way in which the Organization works and is structured. Indeed, these improvements would not have been possible without the support of Member States. We will make every effort to ensure that the transition is smooth and that our lifesaving day-to-day operations continue uninterrupted. We will, of course, continue to update you on the status of the implementation process.

Please accept, Excellency, the assurances of my highest consideration.

*with my warmest personal
regards*



António Guterres