



DEPARTMENT OF ECONOMIC AND SOCIAL AFFAIRS
STATISTICS DIVISION
UNITED NATIONS

ESA/STAT/AC.157
UNCEEA/3/11

**Third Meeting of the UN Committee of Experts on
Environmental-Economic Accounting
New York, 26-27 June 2008
United Nations Secretariat, Conference Room C**

**Note on the Project Management Framework
Revision of the SEEA**

Paper prepared by the Secretariat

(for discussion)

Note on the Project Management Framework Revision of the SEEA

1. The annex to this note presents a paper on the project management framework for the revision of the *System of Environmental-Economic Accounting*. It was prepared in response to the request of the UN Statistical Commission to develop a project management framework (PMF) for the revision of the SEEA. A previous version of this paper was discussed by the United Nations Committee of Experts on Environmental-Economic Accounting (UNCEEA) at its Second meeting and by the Bureau of the UNCEEA. The current version reflects the comments received by the UNCEEA and the Bureau at its meeting in February 2008.

2. The version of the paper in the Annex does not reflect the changes in the governance arrangements proposed in the paper *Mandate and governance of the United Nations Committee of Experts on Environmental Accounting and Statistics* (UNCEEA/3/5). Changes in the governance arrangement of the UNCEEA will also have implications on the Project Management Framework. In particular, the proposed establishment of the Advisory Group evolving from the London Group on Environmental Accounting will result in changes in the governance of the project. Since the mandate and governance of the Advisory Group have not yet been finalized, the paper on the Project Management Framework has not been updated to reflect this change.

3. Questions for the Committee on the paper in the Annex are presented below:

- 1) *Do you agree with the criteria for including issues in the research agenda?*
- 2) *Do you agree with the governance of the Project including the tasks and responsibilities of the Bureau, the Project Manager and the Editor?*
- 3) *Do you agree with the decision-making process for the revision of the SEEA?*
- 4) *Do you agree with the time schedule and proposed budget of the work programme?*
- 5) *Do you agree with the Terms of Reference of the Project Manager and the Editor* [Annexes I and II to the paper]

Annex

Project Management Framework Revision of the SEEA

A. Introduction

1. The United Nations Statistical Commission at its thirty-eighth session in February 2007 “commended the work of the Committee of Experts on Environmental-Economic Accounting and stressed the importance of the work of the Committee in elevating the level of the *Handbook of National Accounting: Integrated Environmental-Economic Accounting 2003* (SEEA-2003) to that of an international statistical standard based on an agreed issues list and taking into consideration consistency with the revision of the *System of National Accounts, 1993* and other revised macroeconomic standards.” It further “requested the UNCEEA to develop and submit to the next Statistical Commission a project management framework for the revision of the SEEA and to report on progress” and “called upon the UNCEEA to continue, within its mandate, to coordinate the city groups and other expert groups working in environmental-economic accounting and related statistics”¹.

2. In response to the request of the UN Statistical Commission to develop a project management framework (PMF) for the revision of the SEEA, the UNCEEA discussed at its Second Meeting (New York, 6-7 July 2007) the paper UNCEEA/2/5² outlining the draft proposal for the framework. This paper has been revised on the basis of the recommendation of the UNCEEA. It outlines the PMF for the revision of the SEEA.

3. The main thrust of the PMF is to detail the elements and phases of the revision process of the SEEA in order to ensure smooth and transparent process that has a broad support in the international statistical community and beyond. National statistical organizations need to be engaged and consulted in all phases of the Project. The consultation process is an important component of the work programme and calls for active involvement of national, regional and international organizations.

4. The paper is organized as follows: Section B of this paper discusses the guiding principles for the SEEA revision and criteria for inclusion of issues in the research agenda. Section C discusses the governance arrangements for the Project and in particular the roles and responsibilities of the Project Manager and the Editor. Section D discusses the decision-making process and coordination among the different groups involved. Section E outlines the work programme, including deliverables, timetable and finance. At the end of the paper in Section E a list of questions to the Bureau has been included to facilitate the discussion.

¹ Statistical Commission Report on the thirty-eighth session (27 February – 2 March 2007). Economic and Social Council, Official Records 2007 Supplement No. 4. 38/107.

² http://unstats.un.org/unsd/envaccounting/ceea/meetings/UNCEEA_2_5.pdf.

B. Issues for review

5. The criteria for including the issues in the research agenda for the revision of the SEEA include the following:

- (a) There should be no fundamental changes to the SEEA, however further development and standardization of classifications may be warranted (e.g. classifications of physical flows);
- (b) A broad base demand exists by users;
- (c) A significant number of country experiences exists and consensus on its resolution is expected;
- (d) Any recommendation should be assessed for consistency with the *1993 SNA Rev.1* and consistency with other macroeconomic statistical standards such as the *Balance of Payments Manual Rev.6*, the *Government Finance Statistics Manual*, *International Standard Classification of all Economic Activities Rev.4* and the *Central Product Classification version 2*, etc. Similar considerations on consistency should also apply to the business accounting standards;
- (e) Any recommendation should take into account the feasibility of implementation and not compromise international comparability.

6. In addition, for those issues for which no methodological consensus is expected, the following criterion should be added:

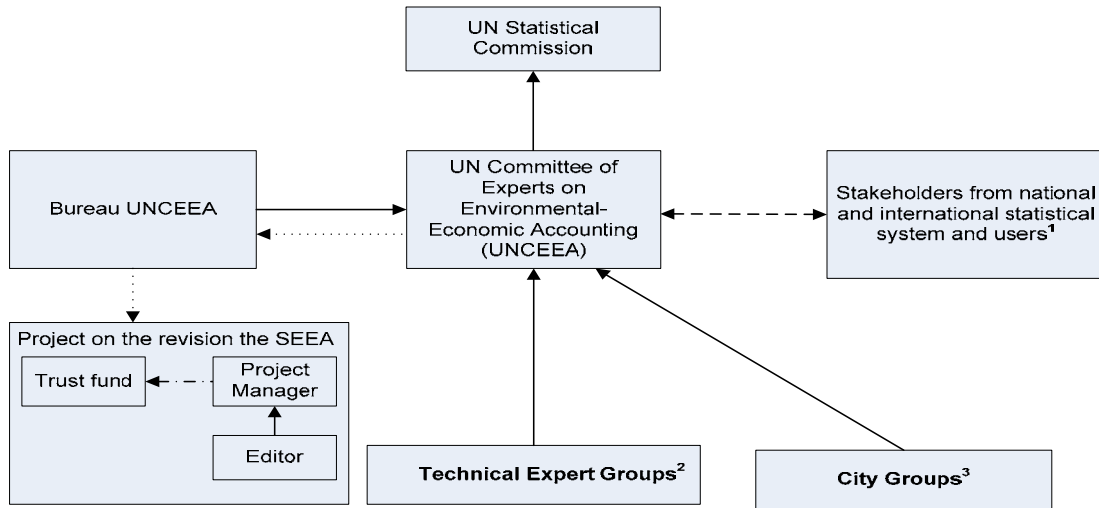
- (f) Policy relevance has been demonstrated and country practices are well advanced to warrant further elaboration.

7. The United Nations Statistical Commission mandated the Project and is the entity that will adopt the Project's final output _ the revised SEEA as an international statistical standard. More specifically, the Statistical Commission is the entity that will approve the work programme and governance of the Project, a consolidated set of recommendations and the final revised draft of the SEEA. Further it is expected that the Statistical Commission will adopt the work on the Project outcomes including the implementation of the new manual in member countries with the assistance, as needed, by a number of international and regional organizations.

C. Governance arrangements for the revision of the SEEA

8. This Section further elaborates the governance structure of the UNCEEA in the context of the project on the revision of the SEEA. Figure 1 below presents in schematic form the governance structure of the revision of the SEEA in a similar form as presented in the governance paper.

Figure 1. Governance structure for the project on the revision of the SEEA



Key

- ← → = Consults, liaises
- ← = Reports to
- ← ··· = Delegates
- ← - - = Manages under delegated authority from the Bureau of the UNCEEA

Legend:

1. Users include for example academia, line ministries, etc.
2. These groups include, for example, OECD-WGEIO-MFA, Working Group on Statistics for Sustainable Development (WGSSD), Electronic Discussion Groups
3. These include, for example, London Group on Environmental Accounting, Oslo Group on Energy Statistics, etc.

9. The United Nations Statistical Commission mandated the Project and is the entity that will adopt the Project’s final output _ the revised SEEA as an international statistical standard. More specifically, the Statistical Commission is the entity that will approve the work programme and governance of the Project, a consolidated set of recommendations and the final revised draft of the SEEA. Further it is expected that the Statistical Commission will adopt the work on the Project outcomes including the implementation of the new manual in member countries with the assistance, as needed, by a number of international and regional organizations.

10. The Bureau of the UNCEEA, under delegated authority from the UNCEEA will carry out the activities and tasks in relation of strategic planning, programming and monitoring, reporting and resource mobilization for the project on the revision of the SEEA (further in the text indicated also as the Project). These include in particular the following:

- (a) Managing and providing strategic direction to the revision of the SEEA, ensure proper coordination and complementarities of work among the city groups and expert groups contributing to the revision of the SEEA;
- (b) Negotiating tasks of the city groups and technical expert groups and tracking progress made in the revision of the SEEA;

- (c) Reporting to the UNCEEA on decisions made in-between meetings;
- (d) Managing the trust fund for the revision of the SEEA held by one of the Bureau members, ensuring that the revision of the SEEA is adequately funded, raising funds as needed; recommending staffing for the project and monitor cash and in-kind budget;
- (e) Developing a transparent communication strategy including liaising with stakeholders;
- (f) Ensuring overall consistency of the revised SEEA with other macro-economic standards.

11. Consultants to the Project are the Project Manager, the Editor and other consultants that the Committee may recommend engaging in the Project in order to address specific substantive issues. The role and responsibilities of the Project Manager and the Editor are presented below.

1. Project Manager

12. The Project Manager undertakes the day-to-day management of the project on behalf of the Bureau which has been delegated the task from the UNCEEA.

13. The Project Manager reports to the Bureau, as delegated by the UNCEEA and, in turn, the Editor reports to the Project Manager.

14. The Project Manager should be a senior statistician who has a clear understanding of economic and environmental statistics and accounts, proven ability to undertake international coordination work, good interpersonal skills, excellent management and communication skills and be well known and highly respected in the international community. The Project Manager is appointed by one of the Bureau members to manage the revision of the SEEA.

15. The terms of reference of the Project Manager are attached in Annex I. A letter with an invitation for nominations will be dispatched by the Secretariat to Heads of National Statistical Offices to identify suitable candidates. In addition, a call for candidates will be placed on the UNCEEA website and in the UNCEEA Newsletter.

16. The tasks and responsibilities of the Project Manager, as delegated by the Bureau, are outlined below.

Programming and monitoring

- (a) Agree on desired outputs and outcomes with the UNCEEA;
- (b) Review and confirm the overall work plan, prepare schedules for intermediate outputs and activities, track progress and take appropriate action as needed;

- (c) Prepare and monitor cash and in-kind Project budget (fund raising being the task of the Bureau under delegated authority from the UNCEEA);
- (d) Assign or negotiate tasks to the city and other technical expert groups, track progress on tasks and note completion of tasks of dedicated and contributed Project resources.

Reporting and communicating

- (e) Report progress made to the Bureau of the UNCEEA on a regular basis;
- (f) Develop a communication strategy consistent with transparency;
- (g) Liaise widely most especially with stakeholders to manage their expectations and gain their support;
- (h) Participate in the UNCEEA meetings and meetings of city and technical expert groups meetings as well as ad-hoc technical consultations as needed;

Technical matters

- (i) Ensure adequate and effective review of technical matters;
- (j) With the Editor, provide oversight of the overall internal consistency of the revised SEEA and of the consistency with other macroeconomic statistical standards;
- (k) Facilitate settlement of contentious issues.

2. Editor

17. The Editor drafts recommendations for change and prepares the draft text of the revised SEEA.

18. The Editor reports to the Programme Manager, who, in turn, reports to the Bureau of the UNCEEA.

19. The Editor should: (a) have high standing in the area of environmental-economic accounting and national accounts; (b) be capable of reaching consensus; and (c) be impartial. The Editor is appointed by one of the members of the Bureau of the UNCEEA.

20. The terms of reference of the Editor are attached in Annex II. A letter with an invitation for nominations will be dispatched by the Secretariat to Heads of National Statistical Offices to identify suitable candidates. In addition, a call for candidates will be placed on the UNCEEA website and in the SEEA News and Notes.

21. The Editor has the following tasks and responsibilities:

- (a) Progressively draft recommendations for change and clarification and prepare drafts of the text of the revised SEEA, according to the Project schedule;
- (b) Carry through the preparations of the revised SEEA to the camera-ready copy (or its equivalent);
- (c) Participate in technical discussions as needed;
- (d) Participate in the UNCEEA meetings and in other technical considerations and consult with chairs of expert groups;
- (e) Provide oversight of the overall internal consistency of the revised SEEA and of the consistency with other macroeconomic statistical standards.

D. Decision-making process and coordination

1. Decision making process

22. As approved by the UN Statistical Commission, the UNCEEA is responsible for managing and coordinating the revision process of the SEEA as well as for liaising with senior-level representatives of countries and international organizations. The UNCEEA is assisted by the Bureau to carry out its activities. Moreover, the United Nations Statistics Division, as the Secretariat of the UNCEEA, provides secretarial support to the revision process.

23. The UNCEEA takes decision on the scope of the revision and on technical and conceptual issues. It delegates the day-to-day management of the Project to the Bureau, which in turn appoints a Project Manager to manage the Project on its behalf.

24. Issues are first deliberated by city groups or other technical expert groups, such as the London Group on Environmental Accounting and its Subgroups, the Oslo Group on Energy Statistics, regional commission meetings, electronic discussion groups (EDGs), and possible new expert groups. The terms of reference of the contributions of every city group or other expert group will be formulated with an agreed timeline and a chair to monitor the progress of the discussions and to write the recommendations to be submitted to the UNCEEA. The recommendations of these city groups and other technical expert groups will then be considered by the UNCEEA for discussion and final recommendation. The chairs of the city groups and other technical expert groups are responsible for the preparation of recommendations of the group. The UNCEEA might refer back to technical expert groups for further consultation and deliberation on the recommendations submitted to the UNCEEA. The UNCEEA will strive for consensus to the highest extent possible. The recommendations of the UNCEEA will be circulated by the Secretariat on behalf of the UNCEEA to countries and/or regional commission meetings for discussion and the final results of the consultation will be consolidated by the Secretariat in conjunction with the Project Manager, submitted to the Bureau and

presented to the UNCEEA, which will make the final recommendations to the UN Statistical Commission.

25. The recommendations for changes, which may include clarification beyond disputes, interpretation and real conceptual changes, should be formulated by a clear agreement of a majority of experts and applicability should be considered feasible in a number of countries.

26. The recommendations by the city groups and other technical expert groups should indicate whether the recommendation warrants the inclusion in the statistical standard or should only be considered an improvement to the treatment of the issue in the SEEA.

27. Throughout the revision process of the SEEA, the UNCEEA assisted by the Bureau, the Project Manager and the Editor will assess and evaluate the consistency with other international macro-economic standards, in particular the 1993 SNA Rev.1, Balance of Payments Manual Rev.6, International Standard Classification of all Economic Activities Rev.4 and the Central Product Classification version 2.

2. Coordination

28. The UNCEEA should ensure coordination among various city groups and other technical expert groups. A deliberate coordination mechanism will have to be put in place consisting of (a) coordination within the international organizations and countries; (b) bringing issues of the various groups (e.g. London Group, Oslo Group, etc.) to meetings on environmental-economic accounting; and (c) inclusion of these consistency and coordination issues in the agenda of the UNCEEA meetings. Coordination between the London Group on Environmental Accounting and the Oslo Group on Energy Statistics should also ensure parallel progress on the consistency of methodology between stocks and flows of energy statistics, including their classification. Attention should also be paid to the relationship between the SEEA and business accounting standards.

29. To ensure country involvement and general transparency, all documents for discussion in the meetings of the UNCEEA will be publicly accessible through the UNCEEA website. These documents include preparatory papers, minutes of the meetings and conclusions. After each meeting, conclusions on proposed changes will be circulated to all UN member countries for review, with a 60-day response period. To ensure smooth progress, issues on which general agreement has emerged will not be further discussed, unless inconsistency with other decisions on other issues requires further deliberation.

30. The Project Manager will manage the revision process including drawing up of time schedules, monitoring resource use and needs, liaising with and coordinating the contributions of the various expert groups, etc. He/she should prepare progress reports to the Bureau of the UNCEEA on a regular basis. The recommendations for change will be submitted by the UNCEEA to the UN Statistical Commission and the rewriting of the revised SEEA will be the main responsibility of the Editor. In the earlier part of the

revision process, the Project Manager, assisted by the Editor will oversee conceptual consistency of the various emerging proposal and contribute to the technical discussions.

E. Work programme

1. Deliverables

31. The **final output** of the Project is the revised SEEA.
32. **Intermediate outputs** are recommendations of the technical expert groups and the UNCEEA. Recommendations of the UNCEEA are produced after each of its meeting and will be circulated to countries for information.

2. Timetable

33. The UN Statistical Commission upon recommendation of the UNCEEA in March 2005 identified 2010 as the target date for the publication of the revised SEEA. However, the coordination of the various groups involved in the revision process of the SEEA as well as the development of a work programme for these groups has taken longer than expected. Further, different schedules and timetables of different parallel processes as well as a closer evaluation of the work programme and the financing of the project, led to the consideration that the target date for the publication of the SEEA should be delayed to 2012 instead of the originally proposed 2010. Priority should be given to the completion of Volume 1 consisting of the international statistical standard. Volume 2 consisting of those topics for which consensus could not be reached and Volume 3 consisting of the applications could be completed soon after Volume 1.

34. The timetable and work schedule are presented in Tables 1 and 2 below.

3. Finance

35. The updating process will be financed partly from contributions in kind by members of the UNCEEA and partly from a trust fund which is held by one of the members of the Bureau.

Trust fund

36. The trust fund will be set up to mainly finance the activities of the Project Manager and the activities of the Editor, including their travel. Participation of experts from the developing countries in the meetings of the UNCEEA as well as in the meetings of city groups and other technical expert groups, some consultancies and the electronic version and index of the revised SEEA. Member States are encouraged to contribute to the trust fund to complement contributions by the international agencies.

Table 1. Timetable for the revision of the SEEA

	2007	2008-2009	Mid 2010	End 2010	March 2011	Mid 2011	End 2011	March 2012	Mid 2012	End 2012	March 2013
Establishment of the scope and governance of the Project	<ul style="list-style-type: none"> Discussion on the list of issues in the technical expert group and the UNCEEA meeting Recommendations on selected issues 	<ul style="list-style-type: none"> Selection and start appointment of the Editor and Project Manager Agreed TORs, including deliverables and timeline, of the technical expert groups (2008) 									
Recommendations by all technical expert groups		<ul style="list-style-type: none"> Project Management Framework is submitted to UNSC for approval (2009) Recommendations of the city groups and other technical expert groups are circulated to the UNCEEA for approval as soon as they are ready Recommendations of the UNCEEA are sent to countries for comments as soon as they are ready 	<i>Recommendations of the city groups and other technical expert groups are circulated to the UNCEEA for approval as soon as they are ready (Vol.2 and part of Vol.3)</i>	<i>Recommendations of the UNCEEA are sent to countries for comments as soon as they are ready (Vol.2 and part of Vol.3)</i>							
Consolidated recommendations of the UNCEEA			Recommendations are reviewed for consistency by the UNCEEA and circulated to countries for review (Vol.1 and part of Vol. 3 related to Vol.1)	Consolidated recommendations are submitted to UNSC for approval (Vol.1 and part of Vol. 3)	UNSC approves the recommendations on issues for Vol. 1	<i>Recommendations are reviewed for consistency by the UNCEEA and circulated to countries for review (Vol.2)</i>	<i>Consolidated recommendations are submitted to UNSC for approval (Vol.2)</i>	<i>UNSC approves the recommendations on issues for Vol. 2</i>			
First draft revised SEEA						Complete draft sent to countries for comments on consistency and readability (Vol.1 and part of Vol.3)	UNCEEA approves Vol. 1 and part of Vol. 3		Complete draft sent to countries for comments on consistency and readability (Vol.2 and part of Vol.3)	UNCEEA approves Vol. 2 and part of Vol.3	
Final draft revised SEEA								UNSC adoption of Vol. 1			UNSC endorsement of Vol. 2 and Vol.3

Table 2. Work schedule for the revision of the SEEA

	Meetings of the London Group	Meetings of the UNCEEA	Bureau UNCEEA	Countries
2007	<p>26-30 March Johannesburg</p> <ol style="list-style-type: none"> 1. Definition of environmental taxes and subsidies 2. Classification of natural resources management expenditures 3. Permits leases and licences 4. Environmental industry 5. Material Flow Accounts 6. Classification of physical flows 7. Definition of energy resources 8. Valuation of energy resources 9. Energy flow accounts 10. Forest accounts 11. Classification of assets 12. Depletion of non-renewable resources 13. Valuation of degradation 14. Indicators <p>17-19 December Rome</p> <ol style="list-style-type: none"> 1. Material Flow Accounts 2. Classification of physical flows 3. Energy flow accounts 4. Definition of environmental taxes and subsidies 5. Classification of natural resources management expenditures 6. Permits leases and licences 7. Environmental industry 8. Ownership of non-renewable resources 9. Forest accounts 10. Classification of assets 11. Depletion of renewable resources 12. Indicators 	<p>5-6 July New York</p> <p>Depletion of non-renewable resources</p>		
2008	<p>30 September – 3 October Brussels</p> <ol style="list-style-type: none"> 1. Issues on Material Flow Accounting <ol style="list-style-type: none"> a. Consumer durables b. Modified harvest approach 2. Energy accounts <ol style="list-style-type: none"> a. Renewable energy b. Classification of energy products by purpose 3. Classification of physical flows 4. Definition of environmental taxes and subsidies 5. Classification of natural resources management expenditures 6. Permits leases and licences <ol style="list-style-type: none"> a. Emission permits 7. Environmental industry 8. Depletion of non-renewable resources 9. Ownership of non-renewable resources 10. Depletion of renewable resources 11. Valuation of stocks 	<p>26-27 June New York</p> <p>Agreed on timeline and project management framework.</p> <p>Discussed draft outcome papers on:</p> <ol style="list-style-type: none"> 1. Draft paper on ownership of non-renewable resources 2. Draft paper on depletion of renewable resources 	<p>Bureau established in February 2008, agreed on Project Management Framework for the revision of the SEEA</p>	

	<ul style="list-style-type: none"> 12. Decomposition of the changes in stock value 13. Decommissioning cost 14. Forest accounts 15. Fish accounts 16. Soil 17. Land and ecosystem accounts 			
2009	<p>March</p> <ul style="list-style-type: none"> 1. Material Flow Accounts 2. Energy accounts 3. Classification of physical flows 4. Environmental taxes and subsidies 5. Permits leases and licences <ul style="list-style-type: none"> a. Emission permits 6. Classification of natural resources management expenditures 7. Classification of assets 8. Definition of physical resources 9. Artificial water reservoirs 10. Illegal tapping 11. Forest 12. Soil 13. Land and ecosystem accounts 14. Valuation of stocks 15. Valuation of degradation <p>September</p> <ul style="list-style-type: none"> 1. Material Flow Accounts 2. Energy accounts 3. Classification of physical flows 4. Permits leases and licences <ul style="list-style-type: none"> a. Emission permits 5. Classification of natural resources management expenditures 6. Classification of assets 7. Depletion of renewable resources 8. Forest 9. Fish 10. Soil 11. Land and ecosystem accounts 12. Valuation of degradation 	<p>June New York</p> <p>Outcome papers to be discussed</p> <ul style="list-style-type: none"> 1. Material Flow Accounts 2. Energy accounts 3. Valuation of stocks 4. Depletion of non-renewable resources 5. Ownership of non-renewable resources 6. Decomposition of changes in stock value 7. Decommissioning costs 8. Classification of assets <p>Outcome papers to be discussed</p> <ul style="list-style-type: none"> 1. Classification of physical flows 2. Permits leases and licences <ul style="list-style-type: none"> b. Emission permits 3. Classification of natural resources management expenditures 4. Classification of assets 5. Depletion of renewable resources 6. Forest 7. Fish 	<p>Bureau to appoint the editor and project manager on behalf of the UNCEEA.</p> <p>Project manager to ensure the revision process is on track.</p>	<p>Country consultation on recommendations with 60-days response period</p>
2010	<p>April</p> <p>Review by the London Group of all recommendations of Volume 1 and their mutual consistency</p> <ul style="list-style-type: none"> 1. Soil 2. Land and ecosystem accounts 3. Valuation of degradation <p>October</p> <p>Review draft chapters Vol.1 and parts of Vol. 3</p> <ul style="list-style-type: none"> 1. Soil 2. Land and ecosystem accounts 3. Valuation of degradation 	<p>June</p> <p>Review by the UNCEEA of the recommendations of the LG for Vol. 1 and part of Vol. 3.</p>	<p>Same as above.</p>	<p>Recommendations circulated to countries for comments with 60-day response period. .</p>
2011	<p>April</p> <p>Review by the London Group of all recommendations of Volume 2 and their mutual consistency</p>	<p>June</p> <p>Review by the UNCEEA recommendations of the LG for Vol. 2 and parts of Vol. 3.</p>	<p>Same as above</p>	<p>Recommendations circulated to countries for comments with 60-day response period.</p>

		First draft of the Vol.1 and part of Vol. 3 approved by the UNCEEA for submission to the UNSC for adoption (end 2011).		Draft chapters circulated to countries for comments on consistency and readability. (Vol.1 and part of Vol. 3)
2012	February Review draft chapters Vol.2 and parts of Vol. 3	June First draft of the Vol.2 and part of Vol. 3 approved by the UNCEEA for submission to the UNSC for adoption (end 2012).	Same as above.	Draft chapters circulated to countries for comments on consistency and readability

37. The resource requirements to be financed in the first stage will cover the salaries of the Project Manager and Editor amounting to US\$ 900,000. In addition to the above, the outreach programme and consultancies on specific topics of environmental-economic accounting, including energy accounts, MFA, forest, land and ecosystem accounts, valuation, indicators, will have to be financed in-kind by the members of the Bureau. The proposed budget for the project is presented in Table 1. An evaluation of the feasibility of the project based on the resources of the trust-fund and in-kind will have to be undertaken on a regular basis.

Table 1. Budget for the Trust Fund for the revision of the SEEA

US\$					
Budget item	Units	2009	2010	2011	2012
Salaries and fees					
Remuneration of the Editor	Full-time 2009-2012 (US\$ 180,000 per year)	135,000	180,000	180,000	45,000
Remuneration of the Project Manager	30% of time 2010-2011, 20% in 2009 and 10% in 2012	50,000	75,000	75,000	25,000
Consultancies:	7 consultancies (6 months per 15,000 per month)	pro memoria	pro memoria	pro memoria	
Fees	Web and electronic format with searching capability of revised SEEA, copy and index, other consultancies and fees	pro memoria	pro memoria	pro memoria	pro memoria
Total salaries and fees		185,000	255,000	255,000	70,000
Travel					
Editor	Participate in technical meetings (3 meetings UNCEEA, 3 London Group, 3 Oslo Group, 7 meetings on specific topics) (US\$5,000 per 16 meetings)	25,000	30,000	30,000	5,000
Project Manager	Participation in meetings (US\$5,000 per 9 meetings)	10,000	15,000	15,000	5,000
Consultants		pro memoria	pro memoria	pro memoria	
Regional consultation			pro memoria	pro memoria	
Countries participation	Participate in technical meetings	pro memoria	pro memoria	pro memoria	
Total travel		35,000	45,000	45,000	10,000
GRAND TOTAL		220,000	300,000	300,000	80,000

ANNEX I

TERMS OF REFERENCE

Project Manager of the Revised SEEA

DRAFT

Reporting and working relationship

The Project Manager reports to the Bureau of the United Nations Committee on Environmental-Economic Accounting (UNCEEA), as delegated by the UNCEEA. On a day-to-day basis he/she works with UNSD as the Secretariat of the UNCEEA.

The Project Manager is responsible for

- Formulating a detailed timetable of the work programme for the intermediate outputs and activities and drawing up plans of resource use and needs based on the consolidated work programme prepared by the UNCEEA;
- Overseeing the management of output and activities of the work programme and ensuring that the programme is executed in a timely fashion;
- Coordinating and overseeing the preparation of the reports to the UNCEEA by the city groups and technical expert groups and the Editor based on an agreed format and criteria;
- Ensuring that the reports, textual inputs and draft texts for the revised SEEA of the expert groups and the Editor are of high quality;
- Ensuring internal consistency and integrity of the revised SEEA and external consistency of the revised SEEA with the *1993 System of National Accounts* (1993 SNA) and its update 1993 SNA Rev.1, as well as consistency with other macroeconomic statistical standards like the *Balance of Payments Manual Rev.6*, the *Government Finance Statistics Manual* and the *Monetary and Financial Statistics Manual*, the *International Standard Classification of all Economic Activities Rev.4*, the *Central Product Classification version 2* and international (business) accounting standard;
- Participating in expert groups meetings related to the revision of the SEEA as needed;
- Preparing progress report to the UNCEEA.

Qualifications:

The Project Manager must be a respected senior statistician who has a clear understanding of economic and environmental statistics and accounts, proven ability to undertake international coordination work, good interpersonal skills, excellent management and communication skills. The candidate must have advanced university

degree and at least 15 years of experience in managing large international or national statistical programmes or agencies.

Remuneration: Remuneration is negotiable but commensurate with standards of international organisations.

Duration of services: Total 1 person-year based on a partial engagement of 30% of the time during 2009-2012.

ANNEX II

TERMS OF REFERENCE

Editor of the Revised SEEA

DRAFT

Reporting and working relationship

The Editor reports to the Project Manager of the revised SEEA. On a day-to-day basis, he/she works with the Project Manager and UNSD as the Secretariat of the UNCEEA.

Responsibility:

The Editor is responsible for:

- Preparing progressively drafts of the text of the revised SEEA, drawing on textual inputs from the London Group, Oslo Group, EDGs and other technical expert groups that will be created as needed as well as the recommendations of the UNCEEA;
- Consulting with authors of the substantive reports of the expert groups to clarify ambiguities and rectify substantive errors;
- Ensuring internal consistency and integrity of the revised SEEA and external consistency with the *1993 System of National Accounts* (1993 SNA) and its update 1993 SNA Rev.1, as well as consistency with other macroeconomic statistical standards like the *Balance of Payments Manual Rev.6*, the *Government Finance Statistics Manual* and the *Monetary and Financial Statistics Manual*, the *International Standard Classification of all Economic Activities Rev.4*, the *Central Product Classification version 2* and international (business) accounting standard;
- Participating in the expert group meetings related to the revision of the SEEA;
- Participating in the regional consultation meetings on the revision of the SEEA;
- Preparing the master copy of the revised SEEA by revising the text of the SEEA and consolidating and integrating the recommendations of the UNCEEA in the text to be submitted to the UNCEEA for clearance by May 2009 and finalizing the draft by October 2009 for approval by Statistical Commission in 2010.

Qualifications:

The Editor must be an internationally recognized expert on national accounts who has a thorough understanding of the 1993 SNA and its updating issues, of environmental-economic accounting and proven experience in international coordination work on national accounts and environmental-economic accounting. Excellent drafting skills in English are required. The candidate must have advanced university degree and at least 10 years of experience in research in economic statistics particularly national accounting, environmental-economic accounting and related statistics.

Remuneration: Remuneration is negotiable but commensurate with standards of international organizations.

Duration of services: **3 person-years starting in 2009.**