

**UNCT GUYANA**  
**CODE OF CONDUCT ON RC/UNCT WORKING RELATIONS**  
**March, 2015**

**1. Context and Purpose**

This Code of Conduct is developed within the context of the UNDG Management and Accountability System (Framework/Vision) which states that the Resident Coordinator (RC) and United Nations Country Team (UNCT) Members' accountabilities include a responsibility to "Implement RC/UNCT Code of Conduct" and its implementation plan states that the RC and UNCT Members should have "full compliance with the UNDG Guidance Note on Management and Accountability (2014)." The purpose of the UNCT Code of Conduct is to facilitate working arrangements amongst the UN country team (UNCT) to ensure clarity of norms, roles, responsibilities and accountability of its members in their work in the team. The code of conduct is not a legal or prescriptive mandate.

**2. RC and UNCT Members Roles and Responsibilities**

**a. RC as leader of the UNCT**

1. *RC leads the team in strategic development of UNDAF and joint programmes*
2. *Advocates, mobilises, and manages resources for the Multi-Country Framework, the Country Implementation Plans and UNCT priorities*
3. *Coordinates with UNCT and Thematic Groups on implementation of the Multi-Country Framework and Joint Country Implementation Plans*
4. *Monitors, Evaluates and reports on Multi-Country Framework and Joint Country Implementation Plans*
5. *Represents the UNCT on behalf of the Secretary-General*
6. *Represents and supports inclusion of Non-Resident Agencies (NRA's)*
7. The RC is the Designated Official for Security (DO) and accountable to the Secretary-General for the management of the UN security system in the country.

**b. UNCT Membership, Meetings and Decision Making**

The UNCT is an interagency coordination and decision making body at the country level. The main purpose of the Country Team is to plan and work together, through the Resident Coordinator system, to ensure the delivery of tangible results in support of the development agenda of the Government of Guyana.

The UNCT shall meet once each month or as agreed to otherwise to address urgent matters.

Decision making shall be undertaken by consensus/ jointly.

**c. UNCTs Role and Responsibility**

The UNCT will oversee development and implementation of the Multi-Country Framework and Joint Country Implementation Plans, endorsing the annual RC System, Coordination and Thematic Group work plans; oversee work of Theme Groups (and participate and lead specific groups); Oversee the Operations Management Team (OMT) work; review the overall performance of the UNCT and propose and take action for enhancing its performance based on agreed upon management performance indicators; review work and make adjustments e.g. establishment of working groups or task forces.

**d. RC System Coordination Office**

The RC System Coordination Office will support the RC/UNCT to coordinate the work of the UN system at the country level. UNCT members will proactively support the RC unit with technical support, analysis, planning, tracking and reporting processes, information management, communications, advocacy etc. Technical expertise on substantive issues will be provided by UN agency staff not the RC Office, which will have a supportive/facilitative role. The RC Office supports 10 core coordination functions performed by RCs and UNCTs as appropriate: (1) Strategic analysis and planning; 2. Oversight of the UN country programming cycle; (3) Representation and support of UN Secretariat and UN agencies/NRAs; (4) Support to national coordination systems and processes; (5) Development and management of shared operational support services; (7) Crisis management and preparedness response; (8) External communication and advocacy; (9) Human rights and development; (10) Joint resource mobilization and fund management; and 10. General UNCT oversight and management.

**e. UN Interagency Coordination Groups and Theme Groups for the Joint Country Implementation Plans**

As tasked by the UNCT, the UN Coordination and UNDAF Theme Groups will carry out activity and programme design, implementation, monitoring and evaluation for specific Country Implementation priorities. The UNCT member agency leading the Theme Group assumes responsibility for and will be accountable for the agreed Joint Work Plan Results with support from all UNCT member agencies.

**UNCT Guyana Agreement on working relations follows below:**

We the heads of Agency of the undersigned agencies and entities operating in Guyana commit ourselves and our staff to the following principles of Engagement:

- 1) To uphold fundamental principles and standards of the United Nations;
- 2) To ensure that our programmes are aligned with the national development plans and priorities of Guyana and are in the best interests of the people of Guyana;
- 3) To pursue a rights based approach to development programming;
- 4) To collaborate constructively, respectfully and in the spirit of one UN system;
- 5) To pro-actively seek opportunities for enhancing the UN system coherence, coordination and harmonization of our programmes and activities;
- 6) To invest time and effort to better understand each others' different agency mandates, activities and operating arrangements;
- 7) To share information in a spirit of cooperation and collegiality;
- 8) To communicate and interact with one another respectfully and courteously;
- 9) To consult with each other fully before meeting with government and development partners when pursuing matters that relate to UN joint programming or activities with a view to deliver common messages to government and development partners;
- 10) To resolve our differences collegially among ourselves. Under no circumstances will we speak disparagingly of another UN agency, or in any way undermine another UN agency;
- 11) To make it our priority to support the formulation and execution of mutual response and action when the reputation of the UN system at large or of specific UN agency is at stake;
- 12) To avoid pettiness and institutional turf issues in the interest of the common good;
- 13) To be patient and understanding and to pro-actively promote the interests of the whole UN system in Guyana;
- 14) To endeavor to ensure internal coherence between our respective sub-offices, country offices, regional offices and headquarters;
- 15) We recognizing the high transaction costs associated with large partnerships and agree to carefully weigh the costs and benefits of joint activities to avoid imposition of unnecessary burdens on each other and on our partners;
- 16) To first defer to RC guidance in the event of unresolved differences between UN agencies.

.....  
 Ms. Khadija Musa  
 Resident Coordinator/Resident Representative  
 United Nations Development Programme (UNDP)

.....  
 Ms. Marianne Flach  
 Representative,  
 United Nations Children's Fund (UNICEF)

.....  
 Dr. William Adu-Krow  
 Country Representative,  
 Pan American Health Organization/World Health Organization (PAHO/WHO)

.....  
 Dr. Roberto Campos  
 Country Coordinator  
 United Nations Joint Programme on HIV/AIDS (UNAIDS)

.....  
 Mr. Reuben Robertson  
 Representative  
 Food and Agriculture Organization of the United Nations (FAO)

.....  
 Ms. Patrice LaFleur  
 Assistant Representative,  
 United Nations Population Fund (UNFPA)

.....  
 Ms. Christine Arab  
 Representative and Head of Multi-Country Office-Caribbean  
 UN Women

.....

Mr. Robert Parua  
Officer in Charge  
The United Nations Organization for Education, Science and Culture (UNESCO)  
Kingston Cluster Office for the Caribbean

.....  
Giovanni Dicola  
Director ILO Decent Work Team and Office for the Caribbean  
International Labour Office