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The United Nations Human Settlements Programme (UN-Habitat) presents its compliments to the Permanent and Observer Missions to UN-Habitat and has the honour, on behalf of the Chair of the ad hoc working group on programmatic, budgetary and administrative matters of the Executive Board, H.E. Ms. Saqlain Syedah, Permanent Representative of the Islamic Republic of Pakistan to UN-Habitat, to invite the latter to the thirty-first meeting of the ad hoc working group to be held in a hybrid format on Wednesday 12 October 2022 from 14:30 hrs to 16:30 hrs East Africa Time (EAT) in **Conference Room 4 at UNON**.

The provisional Agenda for the meeting is as follows:

1. Adoption of the provisional Agenda.
2. Continuation of discussions on the draft work programme and draft budget for 2023, including the scalability model for the Foundation non-earmarked budget
3. Briefing on the status of the Restructuring of UN-Habitat
4. UN-Habitat staffing report, including gender and geographical balance
5. Any other matters.

The background documents supporting the discussions are available as follows:

- The draft work programme and draft budget of UN-Habitat for 2023 which can be accessed [here](#). (Agenda item 2)
- The scalability model for the non-earmarked budget of the United Nations Habitat and Human Settlements Foundation can be accessed [here](#). (Agenda item 2)
- Ongoing restructuring of the United Nations Human Settlements Programme which can be accessed [here](#). (Agenda item 3)
- The staffing report of UN-Habitat as at 30 June 2022 which can be accessed [here](#). (Agenda item 4)
- The report on recruitment, equitable geographical distribution and gender parity can be accessed [here](#). (Agenda item 4)

Delegates who wish to physically attend the meeting are requested to bring their personal laptop for use during the meeting. UN-Habitat wishes to inform that delegates are also welcomed to join the discussions on-line using the connection link provided in the forwarding text.

The United Nations Human Settlements Programme avails itself of this opportunity to renew to the Permanent and Observer Missions to UN-Habitat the assurances of its highest consideration.

05 October 2022



Permanent and Observer Missions
to UN-Habitat
Nairobi.