

**IMMEDIATE  
ATTENTION**

EBD/04/118

November 4, 2004

To: Members of the Executive Board

From: The Secretary

Subject: **2004 Reconstitution of Executive Board Committees**

1. By tradition, Board standing committees are reconstituted biennially in November following the regular election of Executive Directors on the basis of a proposal by the Managing Director, developed in close consultation with the Dean that is approved by the Executive Board.

2. In arriving at the proposed membership of the committees, we have been guided by several long-standing principles: the desirability of a reasonable geographic balance in the composition of each committee; the need for rotation, together with some continuity; and achieving a reasonable degree of burden-sharing among the Executive Directors of the work on committees. In addition, an attempt is made, to the extent possible, to take account of any interests expressed by individual Executive Directors. All Executive Directors have been consulted individually and have indicated their willingness to serve on the respective committees.

3. We have also taken into account the formal requirements of some committees concerning the number of members and their terms. While meeting these mandates, we propose that the structure of the committees be standardized. Directors will in general serve for two years, and, with three exceptions, committees will consist of eight members, including the chairman<sup>1</sup>. The exceptions are: the **Ethics Committee**, which has a special structure with five members and five alternate members; the **Pension Committee**, which is a committee involving both Executive Directors (four plus four alternates) and staff (two plus two alternates); and the **Committee of the Budget**, which has traditionally drawn strong interest from Executive Directors and therefore would continue to have twelve members.

4. In addition to proposing the composition of the existing committees, at the request of Executive Directors, we are proposing to establish a Board-staff **Committee on the Annual**

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<sup>1</sup> The terms of reference of the respective committees have been revised accordingly.

**Report**, to oversee the preparation of the Fund's Annual Reports. The committee would comprise three Executive Directors, one of whom would serve as chairman, and three members representing staff (EXR, PDR, SEC).

5. The complete set of Board committees, their terms of reference, and proposed memberships is shown in the attachment.

6. In the absence of a request by **close of business on Thursday, November 11, 2004**, that this matter be placed on the agenda of an Executive Board meeting, the Managing Director's proposals shown in the attachment will be deemed approved by the Executive Board and it will be so recorded in the minutes of the meeting thereafter.

Att: (1)

Other Distribution:  
Department Heads

**Members and Terms of Reference of the  
Standing Committees of the Executive Board**

**Committee on Administrative Policies (CAP)**

**Terms of Reference:** To consider and make recommendations to the Executive Board on those matters of administrative policy requiring action by the Board that are referred to it by the Chairman, the Executive Board, or an Executive Director.

Managing Director (Chairman)	Mr. Oh
Mr. Duquesne	Mr. Ondo Mañe (reappointment)
Mr. Lynch	Mr. Scholar (reappointment)
Mr. Mozhin	Mr. Torres

Mr. Esdar, Secretary

**Committee on the Budget**

**Terms of Reference:** To consider from a broad perspective the Managing Director's budget proposals and other material circulated by the Managing Director regarding the administrative and capital budgets of the Fund. The Committee will make its views on the budget proposals known to the Executive Board and will meet as needed to consider budget implementation. The Committee, chaired by the Managing Director, shall be comprised of twelve Executive Directors.

Managing Director (Chairman)	Mr. Ngumbullu
Mr. Al-Turki	Mr. Portugal
Mr. Duquesne	Mr. Schwartz
Ms. Jacklin (reappointment)	Mr. Shalaan
Mr. Kashiwagi (reappointment)	Mr. Solheim (reappointment)
Mr. Kiekens	Mr. Wang
Mr. Kremers	

Mr. Esdar, Secretary

### **Committee on Executive Board Administrative Matters (CAM)**

**Terms of Reference:** To consider and report to the Executive Board for decision general aspects of administrative policy relating to the Executive Directors, Alternates or their senior advisors, advisors and assistants, referred to it by the Executive Board or by an Executive Director. Individual cases which involve individual Directors or Alternates or their senior advisors, advisors and assistants with no wider implications shall be considered and decided by the Committee upon the request of an Executive Director without reference to and consideration by the Executive Board. In its consideration the Committee may consider and make recommendations on the specific administrative policy involved.

Mr. Solheim, Chairman	Mr. Kremers
Ms. Jacklin	Mr. Misra
Mr. Kashiwagi (reappointment)	Mr. Padoan (reappointment)
Mr. Kiekens	Mr. Shalaan

Mr. Esdar, Secretary

### **Agenda and Procedures Committee (APC)**

**Terms of Reference:** To contribute to the development of an effective ongoing work program of the Executive Board, and consider and propose steps to promote its smooth implementation. The Committee will consider ways to avoid undue bunching in the Board's schedule, and to allow for adequate time for preparation by Executive Directors and efficient use of time spent in Board meetings.

Mr. Kremers, Chairman	Mr. Scholar (reappointment)
Mr. Al-Turki	Mr. Wang
Mr. Bischofberger	Mr. Zurbrügg
Mr. Kashiwagi (reappointment)	

Mr. Anjaria, Secretary, permanent member

### **Committee on Liaison with the World Trade Organization (WTO)**

**Terms of Reference:** The Committee shall consider and make recommendations to the Executive Board on issues that may arise concerning the Fund's relationship to the WTO or in connection with matters of common interest to the Fund and the WTO.

Mr. Shalaan, Chairman	Mr. Ondo Mañe (reappointment)
Mr. Kiekens (reappointment)	Mr. Solheim
Mr. Misra (reappointment)	Mr. Torres
Mr. Oh	Mr. Zurbrügg (reappointment)

Mr. Leite, Secretary

### **Evaluation Committee**

**Terms of Reference:** To follow closely the evaluation function in the Fund and advise the Executive Board on matters relating to evaluations. The composition of the Committee will be proposed by the Chairman of the Executive Board, in consultation with the Dean, and approved by the Board.

Mr. Zurbrügg, Chairman	Mr. Lynch
Mr. Al-Turki	Mr. Ondo Mañe (reappointment)
Mr. Duquesne	Mr. Padoan (reappointment)
Mr. Kashiwagi	Mr. Portugal

Mr. DaCosta, Secretary

### **Committee on Interpretation**

**Terms of Reference:** To consider and make reports and recommendations to the Executive Board on questions of interpretation. There is an understanding that a legal question should be sent to the Committee by the Executive Board if any Executive Director so requests.

Mr. Al-Turki, Chairman	Mr. Oh
Mr. Bischofberger	Mr. Scholar
Mr. Mozhin	Mr. Torres
Mr. Ngumbullu	Mr. Wang (reappointment)

Mr. Hubloue, Secretary

### **Pension Committee**

**Terms of Reference:** To decide all matters of a general policy nature arising under the Staff Retirement Plan, and all other matters, including any interpretation of the provisions of the Plan, required to be decided by it under the provisions of the Plan or submitted to it by any Committee appointed by it. The members of the Committee are the Managing Director, ex officio, four Executive Directors elected biennially by the Executive Directors, one staff member appointed by the Managing Director, and one staff member elected biennially by the participants. The term of elected members, Board and staff, expires on October 31, 2006.

Chairman

Managing Director

Alternate

Deputy Managing Director

Board

Mr. Mozhin

Mr. Ngumbullu

Mr. Schwartz

Mr. Wang (reappointment)

Mr. Lushin

Mr. Gakunu

Ms. Dager

Mr. Ge

Staff

Ms. Alonso-Gamo (elected)

Mr. Ebrill

Ms. Cheasty

Vacant

Ms. Gotur, Secretary

### **Ethics Committee**

An Ethics Committee, comprised of five Executive Directors, considers matters relating to the Code of Conduct. In addition, if requested to by Executive Directors, the Committee gives guidance to them on ethical aspects of conduct of their Alternates, Advisors and assistants.

The Executive Board selects a Chairperson, four members, and five alternate members from among Executive Directors. They are selected on the occasion of a general election of Executive Directors, and serve for two years. If the Chairperson, a member or an alternate

member resigns, a new Chairperson, member or alternate member shall be selected by the Executive Board to complete the remainder of the term.<sup>2</sup>

Chairman:	Mr. Portugal
Members:	Mr. Bischofberger (reappointment) Ms. Jacklin (reappointment) Mr. Kiekens Mr. Mozhin
Alternate Members:	Mr. Ngumbullu Mr. Oh Mr. Padoan Mr. Shalaan Mr. Torres
Secretary:	The General Counsel of the Fund

### **Committee on the Annual Report**

**Terms of Reference:** To be formulated and submitted separately for Board approval.

#### Board

Mr. Padoan, Chairman  
Mr. Misra  
Mr. Portugal

#### Staff

Mr. Hacche  
Ms. van der Willigen

Mr. DaCosta, Secretary, permanent member

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<sup>2</sup> From the Code of Conduct for Members of the Executive Board, which includes the full description of the responsibilities of the Ethics Committee.