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ACCOUNTABILITY WITHIN THE WIPO SECURITY MANAGEMENT SYSTEM

prepared by the Secretariat

1. It is recalled that, in March 2007, the General Assembly of the United Nations (UN) adopted a Resolution entitled *Inter-organizational security measures: framework for accountability for the United Nations field security management system* (UN document A/57/365), and it concerns the overall framework for accountability for the UN security management system.
2. In line with the above Resolution, a security framework has been set up throughout the UN system. The United Nations Under-Secretary-General for Safety and Security is directly accountable and reports to the Secretary-General. He/she is responsible for the executive direction and control of the United Nations security management system and the overall safety and security of United Nations civilian personnel and their recognized dependants at both headquarters locations and in the field.
3. The Executive Heads of the UN Specialized Agencies, including WIPO, through the coordination of the Chief Executives Board (CEB), participate in the UN security management system and “commit themselves to ensuring that the goal of the United Nations security management system is met within their respective organizations”.
4. As a result, an accountability framework on security related issues in WIPO was initiated by the then Director General in 2006, and is being implemented through its security management system. The roles and responsibilities of the actors within this system have been defined to ensure clarity of purpose and of understanding. The accountability framework for WIPO, which is annexed to this document, has been developed using as guidance the

framework for accountability for the United Nations security management system as agreed by the CEB and endorsed by the General Assembly.

5. *The Assemblies of the Member States of WIPO and other concerned bodies are invited, each as far as it is concerned, to note the contents of this document and approve the accountability framework as contained in the annex to this document.*

[Annex follows]

Accountability within the WIPO Security Management System

I. Background Information on Accountability on Safety and Security in the UN System

(a) The United Nations Under-Secretary-General for Safety and Security is directly accountable and reports to the Secretary-General. He/she is responsible for the executive direction and control of the United Nations security management system and the overall safety and security of United Nations civilian personnel and their recognized dependants at both headquarters locations and in the field, as well as United Nations premises and assets at field and headquarters locations.

(b) The Designated Official for each country or designated area is accountable to the United Nations Secretary-General, through the Under-Secretary-General for Safety and Security, for the security of personnel employed by the organizations of the United Nations system and their recognized dependants throughout the country or designated area. The Designated Official for Switzerland is the Director-General of the United Nations Office in Geneva (UNOG).

(c) The Chief Security Adviser is a security professional appointed by the Under-Secretary-General for Safety and Security to advise the Designated Official and the Security Management Team in their security functions. The Chief Security Adviser reports to the Designated Official and maintains a technical line of communication to the Department of Safety and Security. The Chief Security Adviser for Switzerland is the Chief of UNOG Safety and Security.

(d) The Security Management Group (SMG) comprises the heads of offices of UN system organizations maintaining an office in Switzerland. The SMG is chaired by the Designated Official and meets at least once a year to consider matters related to the security of UN staff and assets. The SMG would be convened at times of crisis or serious security developments.

(e) The Security Advisory Group (SAG) comprises the Security Focal Points of the organizations in Switzerland which belong to the Inter-Agency Security Management Network. The SAG meets regularly on a quarterly basis to consider issues relating to security policies and operations, facilitates coordination and information dissemination, and formulates recommendations to the SMG for decision. The SAG is chaired by one of its members on a rotational basis.

(f) At the Chief Executives Board (CEB) meeting in October 2008, at which the WIPO Director General was present, the Secretary-General recalled that the CEB, at its 2008 Spring session, had undertaken a detailed discussion on the rapidly evolving security environment and the increasing challenges for the safety and security of United Nations and humanitarian personnel. This situation had continued to deteriorate significantly, and UN personnel were now targets of deliberate attacks by extremists and armed groups in an increasing number of areas where the United Nations system organizations operate. The attack against the United Nations in Algiers on 11 December 2007 was a tragic confirmation of this disturbing trend, which had continued throughout 2008. At the end of October, there was a further attack in Somalia.

(g) For the past few years, extremist elements have requested their followers to pursue a further global jihad expansion that is targeting the emblem of the United Nations. The result of this request is a rapidly evolving security environment and the increasing challenges for the safety and security of United Nations and humanitarian personnel.

II. Host Country Responsibility

The primary responsibility for the security and protection of personnel employed by the United Nations system organizations, their spouse and other recognized dependants and property and of the organization's property rests with the Host Country. This responsibility flows from every government's normal and inherent function of maintaining order and protecting persons and property within its territory. In the case of international organizations and their officials, the government is considered to have special responsibility under the Charter of the United Nations or the government's host country agreement with the individual organizations.

III. WIPO Security Management System

The goal of the WIPO security management system is to enable the effective and efficient conduct of WIPO activities while ensuring the safety, security and well-being of staff as a high priority.

The responsibilities and accountabilities of the actors within the WIPO security management system are given below.

A. Accountability of the Director General

1. The Director General is responsible and accountable to the Member States for ensuring the overall safety and security of the WIPO personnel as well as the organization's premises and assets. The Director General can delegate authority to others who are in turn, individually or collectively, accountable to him, as appropriate.
2. Without prejudice to his accountability to the Member States, the Director General recognizes the coordinating role and authority of the United Nations Secretary-General in matters related to safety and security of United Nations personnel and is committed to ensuring that the goal of the United Nations security management system is met.
3. In respect of safety and security, the Director General:
 - (a) Ensures that safety and security are core components of all programs and activities;
 - (b) Ensures that all managers and personnel in WIPO discharge their responsibilities in ensuring compliance with the United Nations and the WIPO security management systems;
 - (c) Ensures that the resources necessary to achieve the goal of the WIPO security management system are provided;

(d) Has an obligation to ensure that Member States provide for the safety and security of all personnel employed by WIPO and their recognized dependants, that crimes against such personnel will not be tolerated and that perpetrators will be brought to justice;

(e) Has a “duty of care” to ensure that personnel employed by WIPO and their recognized dependants are not exposed to exceptional risk and that all measures are taken to mitigate risks;

(f) Appoints one individual as the Security Focal Point;

(g) Recognizes and rewards good performance in security management;

(h) Is a member of the Security Management Group for Switzerland;

(i) Liaises with the United Nations Under-Secretary-General for Safety and Security to ensure a coherent system-wide approach to security;

(j) Has a collective responsibility to work together with other Executive Heads of United Nations Organizations to implement and contribute to the development of the United Nations security management system.

B. Security Focal Point

1. The Security Focal Point at the level of an Assistant Director General or above is responsible for coordinating the Organization’s day-to-day response to safety and security and providing all the relevant actors with advice, guidance and technical assistance.

2. In particular, the Security Focal Point is responsible for:

(a) Advising the Director General on security matters and keeping him updated on security management issues;

(b) Serving as a member of the Inter-Agency Security Management Network;

(c) Assisting/supporting in the mobilization of resources to assist in the implementation of security requirements;

(d) Ensuring all WIPO personnel and their recognized dependants are aware of the training requirements and facilitating the provision of security training and briefings to all personnel of the Organization and dependants;

(e) Providing advice for the implementation of minimum operating security standards;

(f) Disseminating information and education regarding security matters;

(g) Monitoring and reporting on compliance with security policies, practices and procedures;

(h) Serving as a member of the Security Advisory Group for Switzerland.

C. Chief of Safety and Security

The Chief of Safety and Security is a security professional engaged to advise the Director General and the Security Focal Point and to be responsible for the security aspects of all WIPO activities. The Chief of Safety and Security reports to the Director General and the Security Focal Point directly, while at the same time supporting the Designated Official under the coordination of the Chief Security Adviser.

In particular, the Chief of Safety and Security is responsible for:

- (a) Advising and assisting the Director General and the Security Focal Point on their security responsibilities, including participation in operational planning, and providing security inputs, as well as compliance with WIPO and with relevant United Nations security policies, practices and procedures;
- (b) Managing the Safety and Security Coordination Service including the identification of resources required, and managing the outsourced security guard contract;
- (c) Serving as a Security Focal Point a.i.
- (d) Serving as a member of the Inter-Agency Security Management Network;
- (e) Participating as a member of the country security cell established by the Chief Security Adviser;
- (f) Advising the country security cell on particular concerns of WIPO regarding safety and security.

D. WIPO Staff

All personnel employed by WIPO are accountable to WIPO and have the responsibility to abide by safety and security policies, guidelines, directives, plans and procedures of the WIPO security management system.

In respect of security, personnel employed by WIPO are responsible for:

- (a) Familiarizing themselves with information provided to them regarding the United Nations security management system and the WIPO security management system;
- (b) Receiving security clearance prior to traveling;
- (c) Attending security briefings if required;
- (d) Applying and complying with all United Nations and WIPO system security regulations and procedures;
- (e) Comporting themselves in a manner which will not endanger their safety and security or that of others;
- (f) Reporting all security incidents in a timely manner;

- (g) Attending and completing security training relevant to their level and role;
- (h) Completing the Basic Security in the Field and the Advanced Security in the Field CD-ROMs as required.

[End of Annex and of document]