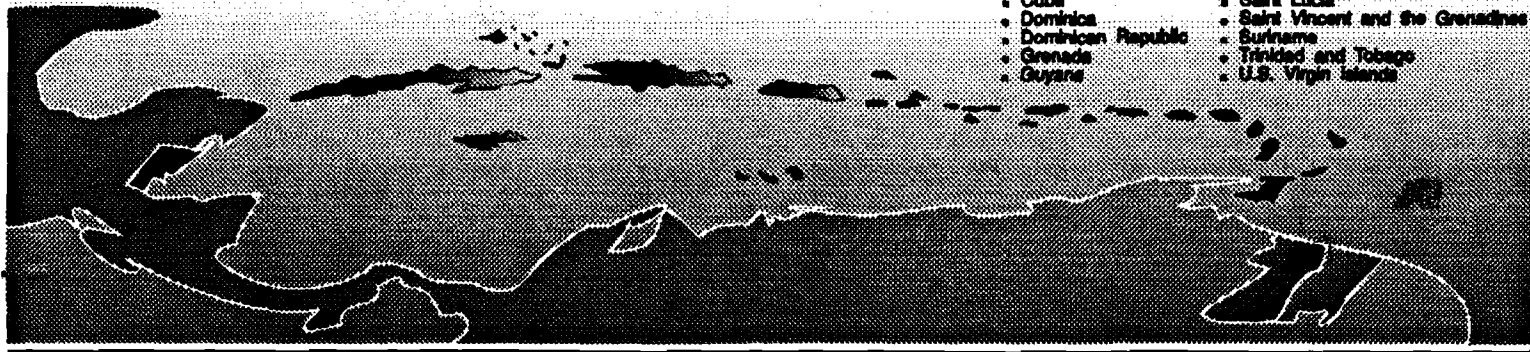




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Fifteenth session of CDCC
 Santo Domingo, Dominican Republic
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 ORIGINAL: ENGLISH

**IMPLEMENTATION OF THE WORK PROGRAMME
 OF ECLAC/CDCC
 FOR THE 1992-1993 BIENNIUM**

JANUARY - DECEMBER 1993

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UNITED NATIONS
ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN
 Subregional Headquarters for the Caribbean
CARIBBEAN DEVELOPMENT AND COOPERATION COMMITTEE



CONTENTS

SUBPROGRAMME 13: SUBREGIONAL ACTIVITIES IN THE CARIBBEAN ..	1	
Subprogramme 13.1: Economic surveys and analyses of Caribbean countries ..	4	
Subprogramme 13.2: Economic and social planning in the Caribbean	5	
Subprogramme 13.3: Science and technology in the Caribbean	6	
Subprogramme 13.4: Social development in the Caribbean	8	
	Women in development	9
	Human resources development	10
	Removal of language barriers	11
Subprogramme 13.5: Population	11	
Subprogramme 13.6: Environment and development in the Caribbean	13	
Subprogramme 13.7: Information and documentation for economic and social development	14	
	Caribbean information services	14
	Patent information and development	15
	Statistical services	16
Subprogramme 13.8: Tourism	17	
Subprogramme 13.9: International trade and finance and global economic issues	18	
Subprogramme 13.10: Support to the Organization of Eastern Caribbean States (OECS)	19	
Subprogramme 13.11: General information services	20	
Subprogramme 13.12: Substantive servicing of meetings of the Caribbean Development and Cooperation Committee (CDCC) ...	20	

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support informed decision-making.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and reporting, thereby improving efficiency and accuracy.

4. The final part of the document provides a summary of the key findings and recommendations. It stresses the importance of ongoing monitoring and evaluation to ensure that the data collection and analysis processes remain effective and relevant over time.

**IMPLEMENTATION OF THE WORK PROGRAMME
OF ECLAC/CDCC
FOR THE 1992-1993 BIENNIUM**

JANUARY - DECEMBER 1993

INTRODUCTION

Subprogramme 13: Subregional activities in the Caribbean

The Economic Commission for Latin America and the Caribbean (ECLAC), Subregional Headquarters for the Caribbean, secretariat of the Caribbean Development and Cooperation Committee (CDCC), continued to focus its attention on the analysis of issues relevant to the promotion of social and economic development in the Caribbean subregion through its multisectoral and interdisciplinary capability. During 1993, the activities of the secretariat were carried out within the framework of the work programme for the 1992-1993 biennium which was adopted at the twenty-third session of ECLAC in 1990. Activities for 1992 were reported in document LC/CAR/G.369, "Implementation of the work programme of ECLAC/CDCC for the 1992-1993 biennium" and presented at the fourteenth session of the CDCC.

The secretariat continued to provide technical assistance and advisory services to member States of the CDCC, serving their specific needs and priorities within the limits of the staff and financial resources of the Office.

During 1993, the Subregional Headquarters prepared annual summaries of the economic performance of CDCC member countries for 1991 and 1992. These reports, which served as inputs into the document "Economic Survey of Latin America and the Caribbean", prepared by ECLAC, were also used as technical documents at meetings and conferences hosted by various subregional organizations, including the CARICOM Secretariat.

The secretariat convened an ad hoc expert meeting of national economic managers and planners of CDCC member countries under the theme "Development with equity in the Caribbean." This theme was discussed against the backdrop of the work done by ECLAC on "Changing Production Patterns with Social Equity". The meeting also discussed other issues of interest to national economic managers and planners in the Caribbean. The secretariat convened a meeting of experts to prepare a Caribbean position paper in preparation for the 1995 World Summit for Social Development. The topics discussed were the alleviation of poverty, unemployment and social integration.

Activities in science and technology were carried out through the Caribbean Council for Science and Technology (CCST), with substantive support from ECLAC/CDCC which continued to serve as its interim secretariat. In addition to the plenary sessions and meetings

of the Executive Committee of the CCST, a Regional Workshop on the Development of a Plan of Action for Science and Technology in the Caribbean was convened. This workshop was attended by agencies and institutions involved in the subject areas. The secretariat continued to provide information to users in the field of science and technology through the publication of the CCST Quarterly Newsletter. In an effort to broaden the scope of activities related to Latin America and Caribbean cooperation, the subprogramme established a cooperation arrangement with the Venezuela-based Programa Bolivar, resulting in the CCST becoming the subregional focal point for this Programme. Programa Bolivar seeks to promote technological-industrial and scientific cooperation between public or private companies and research institutions at the regional, subregional and international levels.

As part of its ongoing effort to place emphasis on issues affecting women, the secretariat prepared the second edition of the bibliography on publications on women in development and a document on the use of selected basic indicators for constructing databases on women engaged in selected activities in the Caribbean. In order to ensure that member countries of the CDCC were provided with support to prepare for the 1995 World Conference on Women, the secretariat rendered advisory services with respect to the nineteenth Meeting of Presiding Officers of the Regional Conference on the Integration of Women into Economic and Social Development in Latin America and the Caribbean, to be held in Curacao in June 1994, and other preparatory activities leading to the World Conference.

Taking into account the possible marginalization of men in Caribbean society and the need for greater focus on gender analysis with regard to the social aspects of structural adjustment, the secretariat convened an expert group meeting to consider a framework for discussion on gender issues in Caribbean development.

Activities continued in population and development with financial assistance from the United Nations Population Fund (UNFPA). These activities were related to formulation of national population policies in a number of Caribbean countries. Training seminars and workshops were conducted on the analysis of census data, as part of the need to improve national capabilities in these areas. As a means to ensure that the best results were obtained from the recent round of censuses, the secretariat conducted a workshop on population projections at its Port-of-Spain Office geared towards improving national capabilities to utilize the 1990 census data for making population projections.

The secretariat continued to provide much-needed assistance to member countries in preparation for the 1994 International Conference on Population and Development (ICPD), especially guidance in the preparation of national population reports. For purposes of the conference, the secretariat convened a working group meeting on population and

development to prepare a Caribbean Plan of Action. A subregional meeting on the subject was convened in December 1993, in Port-of-Spain, to consider the draft Plan of Action on Population and Development for consideration at the Meeting of the Committee of High-Level Government Experts (CEGAN), Santiago, Chile, March 1994.

The secretariat carried out an examination of the role and function of non-governmental organizations (NGOs) aimed at determining the scope for collaboration between ECLAC and NGOs in the execution of the secretariat's work programme.

In relation to the environment, the secretariat was instrumental in coordinating the Caribbean's preparation for the 1994 World Conference on the Sustainable Development of Small Island Developing Countries. The secretariat collaborated with the CARICOM Secretariat in hosting the Regional Technical Meeting for the Atlantic/Caribbean/Mediterranean, Preparatory to the Global Conference on the Sustainable Development of Small Island States. Substantial support was provided to regional institutions in the preparation of studies and reports offering an assessment of the state of the environment in the region.

In the field of information, the secretariat continued to develop and maintain electronic databases. These covered a range of technical studies and reports, research activities and projects. The secretariat continued to execute the "Caribbean Computer-based Communications Project", funded by the International Development Research Centre (IDRC), with a view to improving the networking capabilities of member States. Training workshops were convened to bring member States up to date in the use of the Computerized Documentation System for the Integrated Set of Information Systems (CDS/ISIS) software. The secretariat continued to produce PATNEWS which provides patent information in support of industrial development and the transfer of technology. At present, the Caribbean Documentation Center (CDC) of the secretariat serves as the hub for a number of electronic networking systems and has recently added the ECLAC/AMBIONET Electronic Information Exchange System. The secretariat has continued to work closely with the United Nations Environment Programme (UNEP) in popularizing the use of the system which provides data and information emanating from the United Nations Conference on Environment and Development (UNCED).

The secretariat continued to improve the country and subject matter coverage of its statistical database. This was reflected in the latest edition of "Selected Statistical Indicators". The computer version of this database is available to users of the document. In spite of a paucity of information pertaining to the agricultural sector, the secretariat produced Volume IX of "Agricultural Statistics". Continued collaboration was maintained with various regional and international statistical offices in considering ways and means for the improvement of data sets available to planners and other users.

The secretariat, in its effort to improve the flow of information on trade and related activities, issued a quarterly bulletin entitled "External Sector Briefing Notes". A draft document on eligibility criteria for entry into the North American Free Trade Agreement (NAFTA) was prepared.

The secretariat continued to provide technical support to the Organization of Eastern Caribbean States (OECS) through consultancy services in their work on closer political union.

The secretariat continued to seek the collaboration of other United Nations offices and of other Caribbean regional organizations, in the execution of its work programme.

During the 1993, the execution of the work programme was hampered by the absence of regular staff members who were away on special United Nations assignments and special leave. Although some of these positions were encumbered on a temporary basis, some disruption to the execution of the work programme could not be avoided.

Subprogramme 13.1: Economic surveys and analyses of Caribbean countries

Subprogramme objectives

To provide member governments, institutional and other users with periodic analytical reviews of the performance of the economies of Caribbean countries and of selected economic and social sectors.

Activities during the reporting period

During the 1993, the Subregional Headquarters continued to prepare annual summaries of economic performance of countries in the subregion which are widely used by researchers and State agencies. A document, "Overview of economic activities in the Caribbean - 1992" (LC/CAR/G.398) was prepared. This report is an integral input into the regional document "Economic Survey of Latin America and the Caribbean" which is prepared by ECLAC's Headquarters.

The secretariat continued to collaborate with a number of regional and international organizations, providing technical assistance services through the provision of substantive support as well as in the preparation of documents and technical papers for use as resource material at regional conferences.

By way of continued support to the CARICOM Secretariat, ECLAC/CDCC prepared an extract of the above document entitled: "Overview of economic activities of CARICOM countries - 1992" (WP/93/8) which served as a background paper at the Thirteenth CARICOM Heads of Government Conference. The secretariat also offered support services and technical assistance to CARICOM in the convening and conduct of the CARICOM Diplomatic Training course. A paper "Diplomacy and development" was presented at this workshop.

The secretariat prepared the document "Economic performance and prospects of selected islands and small countries - Towards sustainable development policies" for use at the Joint ECLAC/CARICOM Regional Technical Meeting for the Atlantic/Caribbean/Mediterranean, preparatory to the Global Conference on the Sustainable Development of Small Island Developing States (Port-of-Spain, 12-16 July 1993).

The secretariat also provided support to other regional bodies and participated at the Fourth Annual Conference of the Association of Caribbean Economists (ACE), (Curacao, 22 - 25 June 1993).

Work began on a paper entitled "Structural adjustment and privatization in the Caribbean" which was being prepared for consideration at the fifteenth session of the CDCC.

In addition, the secretariat provided assistance in an assessment of conditions in Suriname with a view to the preparation of an economic and social development programme, coordinated by the United Nations Development Programme (UNDP). A background paper entitled "Structural adjustment in Suriname", (WP/93/17) was prepared by ECLAC as part of this subprogramme, and submitted to the UNDP.

Subprogramme 13.2: Economic and social planning in the Caribbean

Subprogramme objectives

To assist member countries in reviewing economic and social development, to review approaches to development planning, and to consider the impact of regional and global economic issues on the economies of CDCC member countries.

Activities during the reporting period

The secretariat convened an Ad Hoc Expert Group Meeting of National Economic Managers and Planners of CDCC Member Countries, around the theme, "Towards development with equity in the Caribbean", (Port of Spain, 23-24 November 1993).

The secretariat continued collaboration with ECLAC, Santiago, in following up the recommendations of a subregional workshop on poverty convened in the Dominican Republic in September 1992. It also continued discussions with a view to collaboration in activities carried out by the Latin American and Caribbean Institute for Economic and Social Planning (ILPES) in the subregion.

Subprogramme 13.3: Science and technology in the Caribbean

Subprogramme objectives

To improve mechanisms for technology transfer and development in CDCC member countries; to execute the work programme of the CCST; and to provide substantive servicing of meetings of the CCST.

Activities during the reporting period

The ECLAC/CDCC secretariat continued to provide substantive support services to the CCST, serving as its interim secretariat. As part of its mandate to consider the administrative support arrangements required for CCST, the secretariat continued to work towards the establishment of a permanent secretariat for the Council. A meeting on this subject between the Director of ECLAC/CDCC and the Chairman of the CCST, was instrumental in arriving at a common understanding on the issues outstanding. A full report on this matter will be presented to the fifteenth session of the CDCC.

During 1993, the fifteenth Executive Committee Meeting of the CCST took place in Jamaica, 30 May-2 June 1993. The meeting served as a means to bring member countries of the CCST up-to-date on activities undertaken in pursuance of the mandates received at the eleventh Plenary Session of the CCST.

As a follow-up to the Plan of Action for Science and Technology in the Caribbean which was adopted in Saint Lucia in 1992, a meeting of regional agencies and institutions involved in science and technology was convened to rationalize the work programme and to assign responsibility for sections of the regional work programme. A number of project proposals have been submitted for consideration to prospective donors. Also at this meeting the decision to foster cooperative links with Programa Bolivar was adopted and subsequently CCST signed an agreement to serve as the subregional agent for the Programme. The CCST secretariat also prepared draft documents on renewable energy and water resources in the Caribbean.

In an effort to promote the project, "Teaching of Science and Mathematics", the CCST secretariat organized a meeting, co-hosted by the University of the Virgin Islands, 13-14 April 1994.

A meeting of Caribbean science and technology institutions was convened to discuss proposals from Comisión Latinoamericana de Ciencia y Tecnología/Organo del Sistema Económico Latinoamericano (COLCYT/SELA) to determine modalities for collaboration. This meeting was attended by CCST, the United Nations Educational, Scientific and Cultural Organization (UNESCO), the University of the West Indies (UWI), Caribbean Academy of Science and National Institute of Higher Education, Research, Science and Technology (NIHERST).

In 1993, CCST signed a Letter of Agreement with the UNEP, Regional Coordinating Unit for the Caribbean Environment Programme (UNEP/CAR/RCU) regarding the project, "Support to research and development activities on marine technologies.

The secretariat was represented at the following meetings:

- First Meeting of the Technical Committee for Agriculture Technology Transfer between Latin America and the Caribbean (TECLAC), organized by the Inter-American Institute for Cooperation on Agriculture (IICA), (St. Lucia, 17 - 21 May 1993);
- Third meeting of the Caribbean Community Ocean Services Network (CCOSNET). The meeting forms part of the Caribbean Oceanographic Exploration Project (CORE) - Phase II which is financed by the Government of India and the Commonwealth Science Council. (Port of Spain, 25 - 26 June 1993);
- Caribbean Agricultural Research and Development Institute (CARDI)/Ministry of Agriculture, Land and Marine Resources Workshop: Survival of the Livestock Industry in Trinidad and Tobago, (U.W.I, Trinidad and Tobago, 24 June 1993.)
- Energy Conference of Latin America and the Caribbean, ENERLAC '93: The energy sector, international relations and the new economic integration process and the X Energy workshop of OLADE, (Santa Fe de Bogota, Colombia, 15-18 June 1993)

The secretariat continued to prepare and distribute the CCST Newsletter providing information on science and technological developments. The following documents were used as background papers to various meetings attended by the secretariat:

- WP/93/1 Caribbean/Latin American relations in science and technology: Mechanisms for collaboration;
- WP/93/2 Marine science and technology and island development: Broad outlines of Latin American and Caribbean cooperation;

- WP/93/5 Proposed linkages for furthering the objectives of the CCST; and
- WP/93/12 Work programme for a five-year period (1994-1999) for the Caribbean Council for Science and Technology
- Caribbean-Latin American collaboration in the energy sector: Some options

Subprogramme 13.4: Social development in the Caribbean

Subprogramme objectives

To contribute to the development of Caribbean countries by carrying out research and making policy proposals on social aspects of developments; and to facilitate arrangements for an exchange of perspectives and proposals on these issues

Activities during the reporting period

Activity under this subprogramme was adversely affected by the staff member's absence on United Nations mission to South Africa. However, through a temporary replacement the secretariat was able to carry out an examination of the role and function of NGOs in Caribbean development. Two exploratory seminars were conducted for NGOs in Trinidad and in Tobago in the execution of this activity.

Taking into account the probable marginalization of men in Caribbean society and the need for greater focus on gender analysis with regard to the social aspects of structural adjustment, the secretariat convened an expert group meeting to consider a framework for discussion on gender issues in Caribbean development.

A report of the meeting, "Report of the ad hoc Expert Group Meeting on Men and Women in Changing Caribbean Social Structures" (LC/CAR/G.396) and (LC/CAR/G.396/Add.1) was prepared.

The secretariat convened an ad hoc expert group meeting of national economic managers and planners of CDCC member countries with the theme "Development with equity in the Caribbean." This theme was discussed against the backdrop of work carried out by ECLAC on "Changing production patterns with social equity". The meeting also discussed other issues of interest to national economic managers and planners in the Caribbean. The secretariat convened a meeting of experts to prepare a Caribbean position paper in preparation for the 1995 World Summit for Social Development. This preparatory meeting dealt with the main issues on the agenda for the Social Summit, unemployment, poverty and social integration.

Women in development

Subprogramme objectives

To coordinate representation of the interests of Caribbean women's organizations in international forums and on regional and international development issues; to analyse and evaluate specific issues relating to issues of gender equity in Caribbean development.

Activities during the reporting period

As part of its ongoing effort to place emphasis on issues affecting women, the secretariat prepared the second edition of the bibliography of publications on women in development, and a document on the use of selected basic indicators for constructing databases on women engaged in selected activities in the Caribbean.

The secretariat continued to provide technical support services to member countries in their preparation for the 1995 World Conference on Women. This assistance was provided mainly to the national women's bureaux in formulating their national reports on the status of women. With regard to activities related to the 1995 Conference, the secretariat continued its preparation for the Nineteenth Meeting of Presiding Officers of the Regional Conference on the Integration of Women into Economic and Social Development in Latin America and the Caribbean, which is scheduled to be held in Curacao in June 1994.

Focusing on gender analysis with regard to the social aspects of structural adjustment, the secretariat convened the expert group meeting on "Men and Women in Changing Caribbean Social Structures: Framework for Discussion on the Relationship between Men and Women in Changing Caribbean Social Structures", which was held in Port-of-Spain, 22-23 March 1993.

The secretariat was represented at a CARICOM meeting on Preparatory Activities for the Fourth World Conference on Women 1995 focusing on the preparation of national reports, and at the first meeting of the Regional Advisory Committee on Gender Issues convened by UNIFEM, in Barbados, on 5-8 October 1993. At these meetings the representative of ECLAC/CDCC presented the United Nations guidelines for national reports to national machineries and resource persons and clarified the role and responsibility of ECLAC in the preparations for the 1995 Conference.

The secretariat continued to provide assistance to both regional and international organizations, through participation at their meetings and workshops. Assistance was provided to the OAS/CICAD in the organization of the "Caribbean Meeting of Experts on Communication Strategies for Drug Abuse Prevention", Jamaica, 14-16 December 1993 and WHO/GPA in reviewing the use of mass communication in carrying out its activities and in the identification of priority areas in its 1994/1995 work programme.

The secretariat provided technical assistance to Development Alternatives with Women for a New Era (DAWN), in the organization of its meeting in Curacao, 19-21 June 1993, and presented a paper on "The present development framework and gender issues in the Caribbean countries", WP/93/11.

The secretariat was represented at the Sixteenth and Seventeenth Meetings of Presiding Officers of the Regional Conference on the Integration of Women into Economic and Social Development of Latin America and the Caribbean, sponsored by ECLAC. These meetings were held in Caracas, 25-29 May 1993, and Santiago, Chile, 7-10 December 1993, respectively.

Unfortunately, activity under this subprogramme (Women in development) was adversely affected by staff circumstances.

Human resources development

Subprogramme objectives

To include considerations relating to human resources development in the overall work programme of ECLAC/CDCC and in development planning processes of CDCC member countries. To foster cooperation among tertiary-level institutions in CDCC member countries.

Activities during the reporting period

The ECLAC/CDCC secretariat worked closely with the Secretariat of the Caribbean Centre for Development Administration (CARICAD), in Barbados, in carrying out various activities related to human resource development. The secretariat assisted this regional institution by providing a consultancy report to CARICAD's Working Group meeting on Public Sector Reform in the Caribbean Community, (Barbados, 11 June 1993).

The secretariat presented a paper entitled "The public sector in the context of current structural adjustment policies", (WP/93/18) at the technical working group "Administrative restructuring and public sector reform in the Caribbean", organized by CARICAD in Port-of-Spain, in September 1993.

Removal of language barriers

Subprogramme objectives

To support development cooperation among member countries of the CDCC through the promotion of language communication.

Women in development

Subprogramme objectives

To coordinate representation of the interests of Caribbean women's organizations in international forums and on regional and international development issues; to analyse and evaluate specific issues relating to issues of gender equity in Caribbean development.

Activities during the reporting period

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Human resources development

Subprogramme objectives

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Activities during the reporting period

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The secretariat presented a paper entitled "The public sector in the context of current structural adjustment policies", (WP/93/18) at the technical working group "Administrative restructuring and public sector reform in the Caribbean", organized by CARICAD in Port-of-Spain, in September 1993.

Removal of language barriers

Subprogramme objectives

To support development cooperation among member countries of the CDCC through the promotion of language communication.

Activities during the reporting period

The secretariat received a draft project document, "Removal of Language Barriers in the Caribbean" prepared by a by a European Union (EU)-financed consultancy, arranged by the Government of the Netherlands Antilles. An evaluation of this document has been completed and submitted to the Netherlands Antilles.

The secretariat continued to liaise with the sponsoring Government with a view to agreeing on what follow-up activities are required to ensure that the project gets on stream. The proposal was further discussed during the sixth Meeting of the Monitoring Committee, in November 1993. A meeting of linguistics experts was scheduled to be held in Curacao during 1994, co-sponsored by the Government of the Netherlands Antilles and UNESCO, with a view to a regional technical discussion on the project.

Subprogramme 13.5: Population

Subprogramme objectives

To assist member countries of the CDCC to develop capabilities to integrate population considerations in development planning, and to formulate and implement population policies and related operational activities; to generate and analyse population data for the purposes of informing social and economic planning.

Activities during the reporting period

In response to a mandate received at the fourteenth session of the CDCC, the secretariat was able to continue work on the subject of population and development using a temporary vacancy to the end of 1993. However, a request was submitted to United Nations Headquarters for the inclusion of population activities into the regular work programme for the 1994-1995 biennium. In an effort to provide support to its population activities, the secretariat prepared and submitted two project proposals to prospective donors for funding.

A major activity of the secretariat during 1993 was the provision of technical assistance, at the request of member governments, in the establishment and consolidation of national population units and in the formulation of national population reports, co-sponsored by UNFPA. In addition, the secretariat was responsible for the design and conduct of national and regional training seminars, workshops and meetings on various population topics. One such event was the convening of a "Regional Workshop for Planners and Statisticians on Population Projections", in Port-of-Spain, Trinidad and Tobago, 8-10 November 1993, geared towards the strengthening of the countries' capabilities in the analysis of census data and in utilizing this information to prepare population projections.

The secretariat continued to provide assistance to member countries in preparation for the 1994 International Conference on Population and Development, especially in the drafting of national population reports for this conference. The secretariat convened the "Caribbean Working Group Meeting for a Regional Plan of Action on Population and Development preparatory to the 1994 United Nations International Conference on Population and Development", in Port-of-Spain, Trinidad and Tobago, on 29-30 July 1993, to draft a framework for preparing a Caribbean Plan of Action on Population and Development. This was pursuant to recommendations of Caribbean delegates at the Latin American and Caribbean Conference on Population, organized by UNFPA/ECLAC, Mexico, 28 April-5 May 1993 to establish a small working group of CDCC member countries

As a follow-up to the working group meeting the secretariat, in collaboration with UNFPA, hosted a "Caribbean Subregional Meeting of Government Experts for a Regional Plan of Action on Population and Development, in Port-of-Spain, Trinidad and Tobago, on 2-3 December 1993, to review the draft Caribbean Plan of Action prepared by the Latin American Demographic Centre (CELADE). The meeting produced recommendations for revising the draft documents and formulated the first draft of the Port-of-Spain Declaration on Population and Sustainable Development. The latter was intended to serve as a briefing document to regional governments in preparation for the ICPD Prepcom III, scheduled for April 1994 in New York. The final version was expected to be submitted to the ICPD secretariat for inclusion in the General Assembly document for this conference. The document was to be discussed at the nineteenth session of CEGAN scheduled for March in Chile.

The secretariat was invited to present a paper on the Caribbean population situation at the UNFPA convened "Roundtable on Population and Development Strategies", held in Bangkok, on 17-19 November 1993. As part of its efforts to assist NGOs, the secretariat provided technical assistance to DAWN in the organization and conduct of the "Caribbean Regional Meeting on Population and Reproductive Health", in Barbados, on 17-19 November 1993.

Subprogramme 13.6: Environment and development in the Caribbean

Subprogramme objectives

To strengthen member countries' capabilities to incorporate environmental considerations into development planning. To assist and coordinate policy formulation at the subregional level on matters relating to environment and development.

Activities during the reporting period

The secretariat assisted actively in the organization of, and substantive preparation for, the Regional Technical Meeting for the Atlantic/Caribbean/Mediterranean, preparatory to the Global Conference on the Sustainable Development of Small Island Developing States," (Port-of-Spain, 12-16 July 1993). The secretariat contributed a number of the documents which were prepared for that meeting, among them were: Sustainable development in SIDCs, (WP/93/9); and Sustainable tourism in the Caribbean: Proposals for action, (WP/93/10). Substantial support was also provided to regional institutions in the preparation of studies and reports offering an assessment of the state of the environment in the subregion.

The secretariat in collaboration with the Organization of American States (OAS), the Pan-American Health Organization (PAHO), the Government of Saint Lucia, and the Caribbean Environmental Health Institute (CEHI), developed programmes and projects aimed at strengthening national and regional capability for planning and implementing sustainable tourism development strategies with respect to environmental health. A document prepared by the secretariat "Critical issues in environmental health and sustainable tourism development in the Caribbean: Proposals for action" (WP/93/6) was endorsed by the First Regional Conference on Environmental Health and Sustainable Tourism Development", Nassau, Bahamas, 8-11 November 1993.

The secretariat cooperated with the Inter-American Development Bank (IDB) in carrying out an environmental assessment on agricultural credit in Trinidad and Tobago and in the preparation of the paper entitled "Agriculture Credit: An assessment of the IDB Global Agricultural Credit Programme to Trinidad and Tobago", (WP/93/4).

In continuing its role in promoting discussions on the subject of environment, the secretariat contributed a chapter entitled "Climate change and social economic impact", to the publication, "Climate change in intra-Americas Sea", published by Edward Arnold.

The secretariat continued to collaborate with other regional institutions, through attendance at various meetings. These included:

- The International Consultation on sustainable development with special reference to the small States, Jamaica, 26-28 January 1993; and
- The International workshop on small island oceanography in relation to sustainable economic development, Martinique, 7-11 November 1993.

Subprogramme 13.7: Information and documentation for economic and social development

Caribbean information services

Subprogramme objectives

To facilitate member countries and the work of ECLAC/CDCC through the provision of relevant and up-to-date technical information services.

Activities during the reporting period

The secretariat continued to provide support services to the subprogrammes through its Caribbean Documentation Centre and has continued to provide member countries with information services. In addition, the secretariat was committed to lend support to member countries in their efforts to establish their own documentation centres.

The secretariat was instrumental in training librarians and other users in various countries, at their request, in the use of the Mini-Micro CDS/ISIS software. The training was aimed at improving their skills in accessing and participating in the secretariat's on-line CARISPLAN information network.

Also, during the year, the CDC continued to execute the IDRC-funded "Caribbean computer-based communications project", mainly through the conduct of training workshops in the use of the ECLAC/AMBIONET Electronic Information Exchange system which is the communication medium for implementing the project. AMBIONET offers users a continuous and cost-effective information exchange service on development issues by way of on-line access to remote databases through a gateway facility.

The secretariat produced the following documents during 1993:

- CARISPLAN Abstracts #24 (LC/CAR/G.394)
- CARISPLAN Abstracts #25 (LC/CAR/G.395)
- CURRENT CONTENTS (monthly), January-December 1993
- CURRENT AWARENESS BULLETIN Vol. 16 Nos. 1-12
- ACURIL SyTec Quarterly Newsletter, Vol.1, No. 1, January to March 1993

The secretariat participated in the following meetings:

- Meeting organized by the Association of Caribbean University, Research and Institutional Libraries (ACURIL) on "Information Horizon for Caribbean: Systems and services"; and attended meetings of the Executive Council and Strategic Planning Committee of ACURIL, (Barbados, 21 - 29 May 1993);
- The Consultative Committee on Caribbean Regional Information Systems, ACURIL, (Barbados, 30 May 1993);
- The INTERNET Workshop on Networking for Developing Countries and INET 1993 Conference, (San Francisco, 6 - 21 August 1993);
- The logistics meeting in preparation for the one-week training workshop, organized by the Caribbean Development Bank (CDB), on "Marketing the Information Service", (Barbados, 29 January 1993)

The secretariat carried out various training activities in the use of the CDS/ISIS software programme.

The secretariat conducted a Caribbean Energy Information System (CEIS), Liaison Officers training workshop for network participants with funding from IDRC.

Patent information and development

Subprogramme objectives

To assist in strengthening the industrial property systems within the subregion, with emphasis on patents. To provide a patent information service, in support of industrial development and the transfer of technology, to users in industry, research and development institutions, inventors and others.

Activities during the reporting period

Although the IDRC-funded project has ended, the secretariat continued to provide support to member countries, through the Patent Information and Documentation Unit (PIDU) by carrying out searches in patents and other property rights. The secretariat continued to provide support for the continuation of the work of the Unit. Discussions are continuing with institutions and member governments with a view to securing a permanent home for PIDU.

The following publications were issued:

- PATNEWS, Vol.3, No. 4
- PATNEWS, Vol.4, No. 1

The secretariat has continued to follow events which affect the development of the subject area and was represented at the following meetings:

- Meeting of the National Committee for Intellectual Property Reform for Trinidad and Tobago, (Port-of-Spain, July 1993)
- Training session on Industrial property Management organized by the World Intellectual Property Organization (WIPO) and the Programa Bolivar, (Caracas, 9-10 September 1993)

Statistical services

Subprogramme objectives

To assist in national decision-making through the development and maintenance of statistical databases to facilitate the work of the secretariat and of the member countries; to provide statistical information for studies and publications of ECLAC/CDCC and other United Nations bodies; to provide assistance to member countries in the development and modernization of national statistical capabilities and services.

Activities during the reporting period

The secretariat continued to develop and maintain its statistical databases in order to facilitate the carrying out of activities related to its work programme. Technical assistance was provided to member countries in the development and modernization of their statistical capabilities and services, *moreso*, in the application of the Selected Statistical Indicators (SSI) software package.

The secretariat participated in, and provided technical support to, an Expert Group Meeting to review the United Nations Statistical Yearbook and Monthly Bulletin, organized by the Statistical Division, United Nations Headquarters, New York, 1 - 5 February 1993.

During 1993, the secretariat published the following documents:

- Agricultural Statistics, Vol X and XI, 1993 (LC/CAR/G.391);
- Selected Statistical Indicators, Vol VI, 1993 (LC/CAR/G.397); and
- Modernized statistical data dissemination: The ECLAC experience in the

Caribbean-some thoughts on the modernization of data delivery, (WP/93/3).

Subprogramme 13.8: Tourism

Subprogramme objectives

To provide reviews of the performance of the tourism and industrial sectors and their contribution to development in the Caribbean; and to formulate proposals relating thereto.

Activities during the reporting period

During 1993, the secretariat focused its activities on the industrial sectors of Caribbean economies since this sector received rather less attention than other sectors, particularly in terms of linkages with trade and development policies. Although activities related to the tourism sector were completed in the first half of the biennium, some assistance was provided to selected member countries in updating information on forecasting tourist arrivals.

In relation to the industrial sector, the secretariat prepared a number of papers assessing the role and situation of the export processing zones in the Caribbean, as part of a study carried out by ECLAC Headquarters. Missions were undertaken to Jamaica, the Dominican Republic and Saint Lucia to collect information with a view to preparing the respective studies. The findings of these missions have been presented in the following papers:

- Export processing in Jamaica: Ownership, linkages and transfer of technology; (WP/93/13)
- Export processing in Saint Lucia: Ownership, linkages and transfer of technology; (WP/93/14) and
- Export processing in the Dominican Republic: Ownership, linkages and transfer of technology; (WP/93/15)

It is expected that the document, "Export processing in the Caribbean - Lessons from four case studies", (LC/CAR/G.407), summarizing the findings and conclusions of the above studies, will be presented to the fifteenth session of CDCC.

In an effort to boost inter-agency collaboration, the secretariat provided technical

assistance to various international and regional agencies at meetings in industry and tourism mainly through substantive support to the following meetings:

- "Seminario Regional sobre la Política Industrial y financiera para el Desarrollo de la Pequeña y la Mediana Industria Centro-americana", organized by the Central American Bank for Economic Integration (CABEI), El Salvador, 16-19 March 1993;
- Regional Private Sector Conference, sponsored by the OECS, Dominica, 16-20 March 1993;
- "Seminario/taller regional sobre inteligencia competitiva y explotación de bases de datos", organized by SELA, Caracas, 26-28 July 1993;
- The Third International Symposium on Tourism, Ecology and Municipalities, organized by the Centro de Estudios Superiores de Turismo, Ministry of Tourism, Mexico/UNEP/World Tourism Organization, Mazatlan, Sinaloa, Mexico, 30 August-4 September 1993 at which the secretariat presented a paper on Caribbean tourism perspectives at the "Caribbean Islands - Coastal Tourism".
- The CARICOM Forum, "Towards an Industrial Policy for CARICOM", Trinidad and Tobago, October 1993.

Subprogramme 13.9: International trade and finance and global economic issues

Subprogramme objectives

To provide member countries with information on, and analysis of global economic issues, including developments in international trade and finance; to promote economic cooperation among CDCC members and between the Caribbean and Latin America; to promote international cooperation, taking into account the interests of CDCC member countries.

Activities during the reporting period

The secretariat continued to prepare and distribute the quarterly newsletter "External Sector Briefing Notes" which provided information on developments in regional and international trade and economic developments.

As part of the programme to assist in the development of the trade sector, the secretariat continued to collaborate with the TRAINMAR Programme to develop and promote training in maritime-related issues, which was intended to facilitate the increase of maritime trade. The secretariat assisted in the organization of a number of seminars and workshops carried out through this programme and was represented at the "Fourth Steering Committee Meeting of TRAINMAR", Jamaica, 27 - 29 September 1993.

In response to a mandate received at the fourteenth session of the CDCC, the secretariat prepared a background paper on the eligibility criteria for the NAFTA for consideration by member countries. A revised and updated version of this document will be presented at the fifteenth session of the CDCC in July 1994.

Unfortunately, activity under this subprogramme was adversely affected by the absence of staff members who were away on United Nations assignments for prolonged periods during the biennium. In spite of these absences, the secretariat was able to offer some assistance to regional institutions in convening meetings related to trade and finance. The secretariat was represented at the "Workshop on Management and Supervision of Financial Institutions and Capital Market Development", sponsored by the United Nations Centre on Transnational Corporations (UNCTC), Barbados, 14 - 18 June 1993.

Subprogramme 13.10: Support to the Organization of Eastern Caribbean States (OECS)

Subprogramme objectives

To provide technical support to the integration efforts of the member countries of the OECS.

Activities during the reporting period

During the year the secretariat continued to provide technical support to the OECS Secretariat and its member states through the use of consultancy services. A major achievement during the period was the completion of draft documents related to the formation of a political union among the countries of the OECS.

The services of the consultant were terminated at the end of 1993. However, the secretariat continued to provide assistance to the OECS through other subprogrammes and was represented at the Meeting of the Economic Affairs Committee of the OECS, Saint Lucia, 1-4 June 1993.

Subprogramme 13.11: General information servicesSubprogramme objectives

To provide public information on the objectives and activities of ECLAC/CDCC.

Activities during the reporting period

During the year the secretariat contracted the services of a media specialist in an attempt to promote the activities carried out by ECLAC/CDCC. This proved to be useful in sensitizing the public and governments to the activities undertaken by the secretariat.

The secretariat continued to produce and distribute its quarterly newsletter, "FOCUS", providing information on activities undertaken by the secretariat.

Subprogramme 13.12: Substantive servicing of meetings of the Caribbean Development and Cooperation Committee (CDCC)Subprogramme objectives

To organize and service meetings of the CDCC.

Activities during the reporting period

During the year, the secretariat continued to respond to the mandates received at the fourteenth session of the CDCC. Every attempt was made to respond to these mandates before the fifteenth session of the CDCC. Some of these activities were reported under the respective subprogrammes.

The secretariat convened the sixth meeting of the Monitoring Committee of the CDCC, in Port-of-Spain, Trinidad and Tobago, 25 November, 1993. The report of this meeting was circulated to member countries.

The following documents arising out of the fourteenth session of the CDCC were prepared and distributed:

- Report of the fourteenth session of the CDCC (LC/CAR/G.389);
- Widening the Caribbean Community: Issues and considerations, (LC/CAR/G.392). (This document was revised to take into account comments and suggestions made at the fourteenth session of the CDCC.)

OTHER ACTIVITIES

The secretariat accepted invitations to attend the following meetings:

- The seventh OAS meeting on Policy, Programming and Coordination, St. Vincent and the Grenadines, 8-12 February 1993;
- The Fortieth Common Market Council of CARICOM, Guyana, 1-6 March 1993;
- CARICOM's Fourth Inter-sessional Meeting of Heads of CARICOM countries, Dominica, 21-24 March 1993; and
- The Twenty-third Annual Meeting of the CDB Board of Governors and World Bank Meeting on National Environment Action Plans, Barbados, 12-15 May 1993.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support effective decision-making.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and reporting, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data management, such as data quality, security, and privacy. It provides strategies to mitigate these risks and ensure that data is used responsibly and ethically.

5. The fifth part of the document concludes by summarizing the key findings and recommendations. It stresses the importance of ongoing monitoring and evaluation to ensure that data management practices remain effective and up-to-date.