

MEMORANDUM

To: All UN-Habitat
Reference: UNH-OED-OM-210722-01

From: Maimunah Mohd Sharif
Executive Director
Date: 22 July 2021

Subject: **Establishment of UN-Habitat Task Force on WUF11**

To ensure an inclusive contribution of the entire organization to the integrated and holistic preparatory process for the Eleventh Session of the World Urban Forum (WUF11) to be held in Katowice, Poland between 26-30 June 2022, I hereby establish the WUF11 Task Force with the following members:

1. Director ERSKI, Chair
2. WUF Coordination Office, Secretariat
3. Representative from OED
4. Heads of each Branch from ERSKI and GSD, or a representative appointed by the Head of the Branch
5. Regional Representatives and Heads of Liaison Offices (ROAF, ROAS, ROAP, ROLAC, Brussels, NY, Geneva)
6. Representative from the Secretariat of Governing Bodies

The Task Force will be chaired by the director of External Relations Strategy Knowledge and Innovation Division and coordinated by the WUF Coordination Office, with the following objectives:

- Provide coordinated leadership to ensure effective preparatory processes, including strategies, outreach, programme, and activities.
- Establish the corporate-wide platform for systematic and timely information exchange on all related WUF11 activities.
- Create and validate clear and consistent advocacy messages on key substantive issues for the lead-up to and during WUF 11.
- Expand outreach in a systematic manner to raise the interest of all partners in WUF as the premier UN conference on sustainable urbanization;
- Leverage in-house knowledge, expertise and partnerships to strengthen the substantive preparation of WUF11;
- Establish an inclusive, inviting and diverse WUF programme which highlights UN-Habitat's contributions to sustainable urbanization, the role of the Host Country and City, and key workstreams with key constituencies;
- Enhance coordination between WUF11 preparatory process and the implementation of SP2020-2023;

- Undertake joint resource mobilization to support UN-Habitat's initiatives to be showcased at WUF11.

Members of the Task Force are expected to participate actively in the preparatory process. The members will act as liaison officers and ensure representation of their respective branches and office's priorities as well as ensure highest quality contributions to the WUF process.

The Task Force will regularly update and seek feedback from the Executive Committee to ensure that executive and strategic decisions are taken with full consideration of UN-Habitat senior management. The Chair of the Task Force will provide regular reports to the Executive Director and the Deputy Executive Director.

The members of the WUF11 Task Force are:

1. Ms. Christine Knudsen, External Relations Strategy Knowledge and Innovation Division
2. Ms. Helen Odera, External Relations Strategy Knowledge and Innovation Division
3. Ms. Fernanda Lonardoni, WUF Coordination Office
4. Mr. Wataru Kawasaki, WUF Coordination Office
5. Ms. Shova Khatri, WUF Programme Management Officer, MACS
6. Mr. Neil Khor, Office of the Executive Director
7. Ms. Jane Nyakairu, External Relations and Partnerships Branch
8. Mr. Eduardo Moreno, Knowledge and Innovation Branch
9. Mr. Raf Tuts, Global Solutions Division
10. Mr. Filip Decorte, Programme Development Branch
11. Ms. Shipra Narang, Urban Practices Branch
12. Mr. Rong Yang, Regional Programmes
13. Mr. Atsushi Koresawa, Regional Office Asia-Pacific
14. Mr. Elkin Velasquez, Regional Office Latin America and Caribbean
15. Mr. Erfan Ali, Regional Office Arab States
16. Mr. Oumar Sylla, Regional Office Africa
17. Mr. Chris Williams, New York Office
18. Mr. Paulius Kulikauskas, Brussels Office
19. Mr. Graham Alabaster, Geneva Office
20. Mr. Chris Mensah, Secretariat of Governing Bodies