

1.3- Secretariat of the Executive Council, General Conference and Specialized Ministerial Conferences

The Secretariat of the Executive Council, General Conference and Specialized Ministerial Conferences is one of the most important executive bodies in charge of ISESCO's general policy tasked with preparing meetings of Council, General Conference and Specialized Ministerial Conferences, that ISESCO is tasked to organize by the Islamic Summit Conference and the OIC's Council of Foreign Ministers in coordination with the General Secretary, namely the Islamic Conference of Culture Ministers; Islamic Conference of Ministers of Higher Education and Scientific Research; Islamic Conference of Environment Ministers; ISESCO Conference of Education Ministers. The General Secretariat also participates in organizing these conferences in cooperation with ISESCO as commissioned by the Islamic summit conferences and the Council of Foreign Ministers of Member States of the Organization of Islamic Cooperation (OIC). The General Secretariat also participates in organizing the Islamic Conference of Social Affairs Ministers, meetings of the consultative councils and executive bureaus of the specialized ministerial conferences, supervising the General Secretariat of the Award of the Kingdom of Saudi Arabia for Environmental Management in the Islamic World, organizing the prizes and implementing the special programmes under ISESCO's realm of competence as part of the functions of the Prizes and Special Programmes Division established within the General Secretariat pursuant to the resolution n° G.C.4.2/2018/13 adopted by the General Conference in its 13th session.

In the light of the general orientations of the Three-Year Action Plan for 2019-2021 according more attention to implementing concrete field activities and projects for Member States with a view to promote their capacities to meet the challenges of Sustainable Development Goals for 2030, and give effect to the decisions and resolutions of the Executive Council and the General Conference, and recommendations of the coordination meetings of the national commissions' general secretaries, ISESCO will, under the missions of the General Secretariat, continue to support activities and programmes designed for the national commissions, promote cooperation and partnership with them, and involve them in the follow-up to the resolutions of the General Conference and specialized ministerial conferences so as to keep in line with the national priorities of Member States and contribute to strengthening their role as a focal point between ISESCO and Member States, and as an active partner in the implementation of activities and programmes therein.

To enable national commissions to undertake their missions well, ISESCO decided to scale up the funds allocated to training national commissions' human resources, promoting their means of work, encourage experience and expertise exchange and partnership among them and with the national institutions and bodies working in the fields of education, culture and science in their countries. Besides, ISESCO will continue holding training sessions for these commissions' staff so as to develop their

professional skills and competencies in the educational, cultural, scientific, administrative, financial and informatics fields, supply the national commissions with computer equipment and organize working visits for the national commissions' new general secretaries and staff to ISESCO headquarters and to a number of head offices of these commissions in Member States. In addition, ISESCO will continue supporting activities of these commissions within their annual national action plans to publicize ISESCO and promote ISESCO-affiliated clubs and schools' programme in cooperation with UNESCO and ALECSO.

Furthermore, to promote cooperation relations with Member States, ISESCO General Director will, in coordination with the national commissions, visit a number of Member States to determine the needs of their educational, cultural and scientific institutions and meet senior officials in these countries.

These achievements will be accomplished under the priority of **Improving the mechanisms of organizing ISESCO's Executive Council and General Conference meetings and Specialized Ministerial Conferences and Developing ISESCO's means of work and support programmes for the National Commissions;** through the following projects:

- 1. General supervision of the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of ISESCO and participation in the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of parallel organizations;**
- 2. Promoting national commissions' action and activating their role to develop partnership and cooperation between ISESCO, Member States and civil society institutions;**
- 3. Supervising the organization of prizes and implementing special programmes that fall within ISESCO's realm of competence.**

Project 1: General supervision of the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of ISESCO and participation in the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of parallel organizations

General framework:

Within the context of ISESCO's Three-Year Action Plan for 2019-2021, the General Secretariat will sustain its missions through supervising the organization of the annual sessions of the Executive Council, General Conference and their specialized commissions, and carry out the relevant technical administrative arrangements.

The General Secretariat will also coordinate the organizational, technical, academic and operational arrangements for the sessions of the Specialized Ministerial Conferences, organize meetings of their consultative councils and executive bureaus in cooperation with the directorates concerned in ISESCO and the competent authorities in the country hosting the conference. It will also carry out the arrangements relating to ISESCO's participation in general conferences, executive councils and specialized ministerial conferences of parallel organizations.

Objectives:

- Activating joint Islamic action in ISESCO's field of action.
- Following up to the implementation of the different decisions and resolutions and recommendations of the Executive Council, the General Conference and Specialized Ministerial Conferences.
- Promoting mechanisms of cooperation among Member States to achieve balanced comprehensive development.

Areas of intervention:

1. Supervising the organization of the meetings of the Executive Council, General Conference and their technical and financial commissions.
2. Supervising the organization of the specialized ministerial conferences and their consultative councils and executive bureaus.
3. Participating in the general conferences, executive councils and specialized ministerial conferences of parallel organizations.

Total budget: US\$ 1,120,000.00.

Area of intervention 1: Supervising the organization of meetings of the Executive Council, General Conference and of their technical and financial committees.

Under this field, ISESCO will continue holding periodic meetings of the Executive Council, General Conference and follow up of the implementation of their decisions in coordination with ISESCO's directorates, centers and divisions concerned.

Expected outcome 1: Holding meetings of the Financial Control Committee and the sessions of the Executive Council and General Conference.

Performance Indicators	Measurement Indicators
- Promoting ISESCO's general policy within its statutory bodies.	- Organizing the 40 th , 41 st and 42 nd sessions of the Executive Council and meetings of the Financial Control Committee for the period 2019-2021. - Organizing the 14 th General Conference of ISESCO.

Area of intervention 2: Supervising the organization of the specialized ministerial conferences and their consultative councils and executive bureaus.

Under this field, ISESCO will seek to promote its position as a specialized organization at the Islamic and international levels in different fields of civilizational construction. It will support the efforts of member countries to accomplish their international commitments, especially the balanced Goals of Sustainable Development. It will also seek to enrich those goals in the light of its field of experience and expertise and its knowledge of Member States' specificities, needs and renewed priorities. ISESCO will strive to harmonize this action with the strategic goals of the current action plan aiming at investing the joint Islamic action in ISESCO's areas of competence to achieve the balanced sustainable development for the Islamic world, and entrench the culture of quality and innovation in the educational, scientific, cultural and communicative systems of Member States through organizing specialized ministerial conferences, their consultative meetings and executive bureaus.

Expected outcome 2: Holding sessions of the specialized ministerial conferences and of their consultative councils and executive bureaus.

Performance Indicators	Measurement Indicators
- Carrying out the organizational arrangements relating to the specialized ministerial conferences, their consultative councils and executive bureaus.	- Holding coordination and preparatory meetings for the specialized ministerial conferences. - Holding the 8 th meeting of the Supreme Council of Higher Education, Scientific Research and Innovation. - Holding the 17 th and 18 th meetings of the Consultative Council for Cultural Development in the Islamic World. - Holding the first meeting of the Consultative Council for Developing Education in the Islamic World. - Holding the 5 th and 6 th meetings of the Islamic Executive Bureau for the Environment. - Holding ISESCO's second meeting of education ministers. - Holding the 11 th and 12 th Islamic Conference of Ministers of Culture. - Holding the 9 th session of the Islamic Conference of Higher Education and Scientific Research Ministers. - Holding the 8 th and 9 th sessions of the Islamic Conference of Environment Ministers. - Holding the Islamic Conference of Ministers of Social Affairs.

Area of intervention 3: Participating in the general conferences, executive councils and specialized ministerial conferences of parallel organizations.

ISESCO will continue in this field participating in the general conferences, executive councils and specialized ministerial conferences of UNESCO, ALECSO, the Arab Bureau of Education for the Gulf States (ABEGS).

Expected outcome 3: Promoting cooperation and partnership with parallel organizations.

Performance Indicators	Measurement Indicators
- Promoting mutual participation with UNESCO, ALECSO and ABEGS.	- Participation in general conferences, executive councils and specialized ministerial conferences of parallel organizations.
- Publicizing specialized and parallel organizations active in the fields of education, sciences, culture and communication.	- Holding 3 periodic meetings of publicizing days of international organizations (ISESCO, UNESCO, ALECSO, ABEGS).
- Promoting the Euro-Arab and Islamic dialogue within the framework of the educational and cultural cooperation between Europe and the Islamic world.	- Participating in the organization of the work team of the Euro-Arab and Islamic dialogue.

Project 2: Promoting national commissions' action and activating their role to develop partnership and cooperation between ISESCO, Member States and civil society institutions

General Framework:

Cooperation with national commissions and competent authorities in Member States occupies a central position in ISESCO's action plans, acting as the main contact point among the Organization, its Member States and the active partners in implementing the activities and programmes designed thereto. To promote the role of the national commissions in supervising the meetings of the national commissions' general secretaries, and facilitate their communication with the governmental sectors concerned with tying various educational, cultural, scientific and communicative issues to the plans and objectives of sustainable development in Member States, ISESCO focuses, under this project, on promoting the role of national commissions to achieve the educational, scientific and cultural advancement in their countries and involve them in implementing ISESCO's strategies, action plans, projects and programmes, building the capacities of the national commissions' staff and training them on the latest communication and information technologies to assist their missions.

This project will be implemented through promoting the roles and supporting the efforts of national commissions in carrying out ISESCO's programmes and projects so as to provide them with more opportunities for taking initiatives and developing their means of work, and involve them in implementing concrete activities that contribute to strengthening societies' awareness about the present and future social, economic, cultural changes and challenges. In addition, experts from ISESCO and beyond will be sent to the national commissions to hold and supervise national and regional training sessions for the benefit of the national commissions' staff, provide the neediest national commission with modern ICT equipment that will help them develop their work and ease means of communication with ISESCO so as to implement joint programmes. Beside, ISESCO will support their programmes and their partnerships with governmental institutions, civil society organizations, parliaments and local communes.

To strengthen these relations, ISESCO will seek through the programme of visits of the new secretary generals and staff of the national commissions to ISESCO headquarters to show them its working methods and resources, inform them about the activities of its different Directorates, Centers and departments, and build connections with its officials and staff in such a way as to promote cooperation and follow up mechanisms in the implementation of joint activities and programmes. In addition interaction between the national commissions will be bolstered through the programme of visits exchange between the national commissions' staff in order to learn about and capitalize on successful experiences.

In response to the Member States requests, ISESCO will continue holding the periodic meeting of the Secretary Generals of the National Commissions in Member States

concurrently with ISESCO's General Conference or Executive Council with a view to promoting consultation and coordination with the National Commissions in everything connected with ISESCO's functioning and cooperation relations with parallel and partner organizations and implementing its activities and programmes, publicizing its efforts within Member States. ISESCO will also encourage the establishment of ISESCO-affiliated clubs and schools and support the National Commissions to carry out their programmes connected to ISESCO's areas of competence through the programmes of the Organization's relevant Directorates, Centers and Departments.

Objectives:

- Activating cooperation and coordination mechanisms between ISESCO and National Commissions.
- Developing the National Commissions' means of work and upgrading the capacities of their staff in the fields of education, culture, science, administration, finance and informatics.
- Promoting cooperation ties between ISESCO, Member States, civil society organizations, parliaments, governmental institutions and the local municipal and rural councils.
- Learning about and benefiting from the experiences and projects of parallel organizations.
- Promoting cooperation between the National Commissions to give effect to the decisions of the Islamic ministerial conferences.
- Encouraging the establishment of ISESCO-affiliated clubs and schools.
- Supporting the programmes of National Commissions pertaining to ISESCO's field of competence.

Areas of intervention:

1. Participation of the National Commissions in the international and regional conferences and meetings and activation of their role in publicizing ISESCO's leading initiatives.
2. Supporting the National Commissions' means of work.
3. Strengthening partnership between ISESCO, the national Commissions, governmental institutions, civil society organizations, parliaments and local communes.
4. Encouraging the establishment of ISESCO-affiliated clubs and schools.
5. Promoting cooperation and coordination with and among Member States and the National Commissions.

Total budget: US\$ 670,000.00.

Area of intervention 1: Participation of National Commissions in the international and regional conferences and meetings and activation of their role in publicizing ISESCO's leading initiatives.

To give effect to the resolutions of the specialized ministerial conferences calling for more attention to vital sectors directly related to the economic and social development in Member States, ISESCO, under this area, will foster mechanisms of cooperation and partnership among Member States in the fields of education, science, technology, culture and communication. It will also support a number of national commissions to carry out periodic activities to publicize international days and their importance in disseminating and raising awareness of the large public about ISESCO or through carrying out activities on the occasion of ISESCO's anniversary that focus on thematic strands that all aim at activating ISESCO's leading initiatives and knowledge strategies.

Expected outcome 1: Promoting cooperation and partnership with the National Commissions and activating their role in publicizing ISESCO's mission.

Performance Indicators	Measurement Indicators
<ul style="list-style-type: none"> - Involving national commissions in ISESCO's specialized programmes and projects. 	<ul style="list-style-type: none"> - Holding 6 regional conferences on the activation of ISESCO's knowledge projects and strategies. - Celebrating the international days relating to ISESCO's field of expertise in participation with national commissions.
<ul style="list-style-type: none"> - Participation of national commissions in the protection of international public interests. - Contribution of national commissions to ISESCO's events. 	<ul style="list-style-type: none"> - Organizing open days and thematic activities on ISESCO's area of competence.

Area of intervention 2: Supporting the National Commissions' means of work and strengthening the capacities and skills of their staff.

Convinced of the vital role played by national commissions in achieving the strategic goals of its successive action plans, and seeking to ensure their continuity, ISESCO has set a fixed main theme for upgrading the national commissions' human resources through training sessions and workshops to strengthen the professional capacities of their staff. ISESCO will continue under this area to organize training sessions for the benefit of the national commissions' staff in the fields of, inter alia, education, science, culture, administration, finance and informatics, which will assist them in accomplishing their missions efficiently and skillfully.

In view of the growing requests from national commissions and the competent authorities in Member States, ISESCO will seek under this area to respond to these applications to develop their means of work, provide them with modern ICT equipment and strengthen a number of national commissions' offices, and computer and audio-visual units.

Expected outcome 2: Supplying computer equipment to the National Commissions and building the capacities of their administrative staff.

Performance Indicators	Measurement Indicators
- Promoting the capacities of the national commissions' staff.	- Sending experts to supervise 9 national training sessions and specialized workshops for the benefit of the national commissions' new staff. - Holding 6 regional training sessions and workshops for the benefit of the national commissions' staff. - Holding 15 national training sessions and workshops for staff of the national commissions and governmental sectors relating to ISESCO's activities.
- Providing modern computer equipment to the National Commissions.	- Supporting 45 national commissions.
- Supporting the establishment of office and audio-visual units inside national commissions	- Supporting 15 national commissions.

Area of intervention 3: Strengthening partnership between ISESCO, the National Commissions, governmental institutions, civil society organizations, parliaments and local communes.

In cooperation with the national commissions, parliamentary committees and governmental institutions in Member States, ISESCO will organize, under this area, national, regional and international forums, meetings and seminars in ISESCO's development, cultural and information fields of action with a view of publicizing ISESCO's goals, mission and activities among these circles in such a way as to foster its influence and facilitate establishing new partnerships with them.

ISESCO will seek to promote cooperation and partnership relationships among the national commissions, civil society organizations, parliaments and governmental institutions so as to carry out joint projects that aim at strengthening Member States' capacities to meet the challenges posed by Sustainable Development Goals for 2030 with the participation of various political, economic and social actors so as to give effect to the commitments of Member States to achieve balanced sustainable development.

Expected outcome 3: Activating partnership through the National Commissions and civil society organizations, parliaments and governmental institutions.

Performance Indicators	Measurement Indicators
- Promoting cooperation among ISESCO, National Commissions, civil society organizations, private sector, parliaments and governmental institutions.	- Cooperating with the national commissions to organize 3 forums to activate partnership among the components of civil society, legislative institutions and governmental organizations to achieve sustainable development goals. - Cooperating with national commissions to organize 3 national and regional seminars on participatory governance and its role in addressing challenges of comprehensive development.

Performance Indicators	Measurement Indicators
	<ul style="list-style-type: none"> - Supporting the participation of the national commissions to organize regional conferences on strengthening cooperation ties among Member States' parliaments. - Cooperating with the national commissions to organize 3 workshops for the benefit of women and youth.

Area of intervention 4: Encouraging the creation of ISESCO-affiliated clubs and schools.

ISESCO will seek under this area of intervention to create affiliated clubs and schools in cooperation with national commissions to publicize ISESCO, the civilizational causes of the Islamic Ummah and importance of openness to other peoples and cultures; promote the principles of human rights and tolerance; and exchange information and expertise among ISESCO-affiliated clubs and schools.

Expected outcome 4: Promoting the role of ISESCO-affiliated clubs and schools.

Performance Indicators	Measurement Indicators
- Promoting the role of ISESCO-affiliated clubs and schools in publicizing its fields of activity.	- Organizing open days to publicize ISESCO and its achievements (12 national commissions).
- Promoting programmes of ISESCO-affiliated clubs and schools designed for young people to foster the values of citizenship.	- Supporting the organization of cultural forums in respect for human rights, cultural and religious diversity, values of peace and coexistence (12 National Commissions).

Area of Intervention 5: Promoting cooperation and coordination with and among Member States and the National Commissions.

Under this area, ISESCO will organize the periodic meeting of the national commissions' secretaries general once every three years on the occasion of ISESCO's General Conference or Executive Council to coordinate attitudes on the current international issues within the context of ISESCO's field of competence; discuss educational, cultural and scientific issues; promote partnership and cooperation among national commissions; evaluate the implementation of ISESCO's activities inside Member States countries; and make suggestions to improve their implementation mechanisms.

In addition, ISESCO will, in coordination with the concerned sectoral directorates, organize some working visits for ISESCO Director General to several Member States to meet senior officials in those countries, conduct on-site supervision of the implementation of its activities, explore the conditions of the educational, cultural and scientific institutions there, and determine their priorities and needs.

ISESCO will also provide material and technical support to the joint activities between two national commissions or more within the framework of its objectives and orientations aiming namely to carry out pilot projects.

ISESCO will sustain its efforts in this area through organizing visits for the national commissions' new secretaries general and their assistants to ISESCO headquarters to strengthen cooperation with its staff; learn about ISESCO's different divisions, means of work, action plans, projects and activities; coordinate on their implementation and follow-up; and assess their outcomes. ISESCO will also support the programmes of exchanging visits among national commissions' staff to benefit from their expertise and leading projects as well as to strengthen cooperation ties among these commissions' staff.

Expected outcome 5: Strengthening cooperation and coordination mechanisms with and between the National Commissions.

Performance Indicators	Measurement Indicators
- Promoting cooperation and partnership between ISESCO and National Commissions.	- Organizing the periodic meeting of the national commissions' secretaries general and competent authorities in Member States.
- Organizing visits of ISESCO's Director General to Member States.	- Working visit to fifteen (15) countries.
- Supporting joint activities among national commissions.	- Supporting the organization of six (6) workshops on pilot projects.
- Publicizing ISESCO's action plans and activities.	- Organizing a working visit for 18 new secretaries general of National Commissions and their assistants to ISESCO's headquarters.
- Strengthening cooperation ties among national commissions' staff.	- Supporting 12 National Commissions to exchange visits among national commissions' staff.

Project 3: Supervising the organization of prizes and implementing special programmes that fall within ISESCO's realm of competence

General Framework:

In its first part, this project aims to improve the quality of the organizational aspects and media promotion of the prizes that fall within the scope of ISESCO's competence in cooperation between Directorates, Centers and Departments concerned within the Organization. The Prizes concerned are ISESCO Prize for Literacy and Non-Formal Education for the benefit of civil society organizations, and the joint ISESCO-Oxford Centre for Islamic Studies Prize for Educators, the ISESCO Award for Best Cultural Projects of Capitals of Islamic Culture, ISESCO Prize for Science and Technology, the Federation of the Universities Islamic Universities Prize for Academic Research Papers, the Award of the Kingdom of Saudi Arabia for Environmental Management in the Islamic World (KSAAEM) and Hamdan Bin Rashid Al Maktoum – ISESCO Prize For Voluntary Development of Education Facilities in the Islamic World.

In its second part, the project aims to implement special programmes geared by ISESCO General Directorate to effectively and promptly respond to the urgent needs of the areas and populations affected by natural disasters, wars and diseases through giving them support and assistance within the framework of ISESCO's competence and in cooperation with the competent authorities in Member States, international and regional organizations and institutions and the civil society institutions concerned.

Objectives:

- Developing mechanisms of organizing prizes and media promotion of existing prizes.
- Creating new ISESCO prizes.
- Providing support and assistance to satisfy the basic needs for the areas and populations affected by natural disasters, wars and diseases in Member States.

Areas of intervention:

1. Supervising the General Secretariat of the Kingdom of Saudi Arabia Award for Environmental Management in the Islamic World.
2. Supervising the organization of sectoral prizes under ISESCO's area of competence.
3. Implementing special programmes to mitigate the effects of natural disasters, diseases and conflicts for the benefit of affected areas.

Total budget: US\$ 150,422.00.

Areas of intervention 1: Supervising the General Secretariat of the Kingdom of Saudi Arabia Award for Environmental Management in the Islamic World.

The General Secretariat of the Kingdom of Saudi Arabia Award for Environmental Management in the Islamic World (KSAAEM) coordinates with ISESCO Directorate of Science and Technology to supervise the Award's website and manage the special

electronic platform for the submission of research works and nominations, distribution of nominated research works to the members of the jury, reception and ranking of the results of the jury in coordination with the Chair of the Jury and the Higher Committee of the Award; and also supervise the organization of the annual meeting of the Award's Higher Committee, the meeting of the jury and the organization of the Award ceremony.

Expected outcome 1: Performing the organizational arrangements for the Kingdom of Saudi Arabia Award of Environmental Management in the Islamic World.

Performance Indicators	Measurement Indicators
<ul style="list-style-type: none"> - Performing the necessary preparations regarding the Kingdom of Saudi Arabia Award of Environmental Management in the Islamic World. 	<ul style="list-style-type: none"> - Holding meetings of the Award and of the Scientific Committee. - Holding the coordination meetings between the Award's General Secretariat, the General Authority of Meteorology and the Environmental Protection in the Kingdom of Saudi Arabia. - Implementing the Award's Media Plan and updating publicizing documents. - Organizing two Award ceremonies at its second and third sessions (2018-2019) (2020-2021) during the Eighth and Ninth Sessions of the Islamic Conference of Environment Ministers.

Area of intervention 2: Supervising the organization of sectoral prizes under ISESCO's area of competence.

Through this area, the General Secretariat, in cooperation with ISESCO's Directorates and Centers and the partners concerned with the supervision of ISESCO's prizes, will undertake activities regarding the prizes including the announcements of the Awards and the winners, the formulation of conceptions and suggestions pertaining to the creation of new ISESCO prizes, developing mechanisms for implementing existing prizes, preparing the necessary reports on the implementation of the Prizes programme and coordinating ISESCO's participation in the announced international and regional prizes relevant to its area of competence.

Expected outcome 2: Undertaking the organizational preparations for the Prizes under ISESCO's area of competence.

Performance Indicators	Measurement Indicators
<ul style="list-style-type: none"> - Undertaking the necessary preparations regarding ISESCO's and its partner's prizes under ISESCO's areas of competence. 	<ul style="list-style-type: none"> - Organizing coordination meetings with the Directorates and Centers concerned with ISESCO's prizes. - Implementing the Prizes media plans and updating their publicizing documents. - Organizing the awards ceremonies.

Area of intervention 3: Implementing special programmes to mitigate the effects of natural disasters, diseases and conflicts for the benefit of affected areas.

Strongly committed to implement special programmes for the benefit of areas and populations affected by natural disasters, conflicts and diseases, the General Secretariat will endeavor under this area of intervention, in cooperation with ISESCO's Directorates, Centers and Departments concerned and with competent parties in Member States, regional and international organizations and institutions, and civil society organizations' concerned, to supervise the organization of field visits to the camps of refugees and displaced persons to determine their urgent educational and health needs, contribute to providing the support designed for improving their life conditions. The General Secretary will also seek to follow up the developments pertaining thereto which require the formulation of timely intervention when necessary in cooperation and coordination with the said competent parties, and participation in preparing and organizing international and regional conferences held by ISESCO's partners in its field of competence in order to seek funding sources for education, reconstruction and support educational, scientific and cultural institutions in those areas.

Expected outcome 3: Improving the life conditions of the populations affected by natural disasters, wars and diseases in disaster-stricken and conflict areas.

Performance Indicators	Measurement Indicators
<ul style="list-style-type: none"> - Mitigating the effects of natural disasters, diseases and conflicts for the benefit of the affected populations. 	<ul style="list-style-type: none"> - Organizing field visits to the camps of refugees and displaced persons and providing them with relief help to mitigate the effects of natural disasters, diseases and conflicts. - Participating in preparing and organizing international and regional conferences in order to seek funding sources, and providing assistance for affected populations and areas.

Budget of the Secretariat of the Executive Council, General Conference and Specialized Ministerial Conferences

Projects	Budget	Total budget in US\$
1- General supervision of the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of ISESCO and participation in the meetings of the Executive Council, General Conference and Specialized Ministerial Conferences of parallel organizations.	1,120,000.00	1,940,422.00
2- Promoting national commissions' action and activating their role to develop partnership and cooperation between ISESCO, Member States and civil society institutions.	670,000.00	
3- Supervising the organization of prizes and implementing special programmes that fall within ISESCO's realm of competence.	150,422.00	

Details of Financial Items

Secretariat of the Executive Council, General Conference and Specialized Ministerial Conferences (salaries and allowances)

Item	First year 2019	Second year 2020	Third year 2021	Total (US\$)
Basic salaries	235,473.00	237,919.00	240,175.00	713,567.00
Related expenses	61,194.00	61,741.00	62,229.00	185,164.00
Social security	20,406.00	21,517.00	31,804.00	73,727.00
New posts	6,084.00	6,236.00	6,392.00	18,712.00
Total (US\$)	323,157.00	327,413.00	340,600.00	991,170.00