



General Conference
34th session, Paris 2007

Генеральная конференция
34-я сессия, Париж 2007 г.

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Conférence générale
34^e session, Paris 2007

المؤتمر العام
الدورة الرابعة والثلاثون، باريس ٢٠٠٧

Conferencia General
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Item 1.6 of the provisional agenda

ORGANIZATION OF THE WORK OF THE SESSION

OUTLINE

Source: Rules of Procedure of the General Conference; 176 EX/Decision 35.

Background: At its 176th session, the Executive Board considered the proposals submitted by the Director-General concerning the organization of the work of the 34th session of the General Conference (176 EX/35). This document was drawn up on the basis of its conclusions.

Purpose: The plan for the organization of the work recommended to the General Conference closely resembles the plan adopted at the 33rd session (2005): see paragraph 1 below.

Decision required: After examining this document, the General Committee of the General Conference will submit to the plenary its recommendations concerning the organization of the work of the session.

I. GENERAL REMARKS

1. The organization of the work of the last three sessions of the General Conference was based on 29 C/Resolution 87, which itself stemmed from the recommendations of the “ad hoc working group on the structure and function of the General Conference” (28 C/Resolution 37.2) as well as on 160 EX/Decision 6.1.1/6.1.2 adopted by the Executive Board at its 160th session which responded to the substantial reduction in funds allocated to the General Conference, primarily by shortening its duration.

2. The proposals set out herein remain consistent with the above, while also taking into account a number of important additional considerations:

- (a) the recommendations contained in 33 C/Resolution 92 (relations between the three organs of UNESCO), in particular those addressed to the General Conference and which may be implemented without amending its Rules of Procedure;
- (b) the need, as specified in Resolution 92 – but also expressed in more general terms in many earlier resolutions and requests by Member States – to render General Conference sessions more flexible, interesting, lively and interactive;
- (c) the enhanced interdisciplinary and intersectoral thrust of the Draft Medium-Term Strategy for 2008-2013 (34 C/4) and the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version);
- (d) a decrease in the budget under General Conference activities in Part I of document 33 C/5 for the organization of the 34th session, as compared to the 33rd session, for an identical time-frame (17 working days).

3. A number of structural changes are proposed throughout the present document in order to take (a), (b) and (c) above into account. As far as the budgetary decrease is concerned, the Director-General is making additional efforts focused on the rationalization of the methods of work of the General Conference – particularly as far as documentation is concerned – and on the optimization of the management of human resources serving the Conference.

Timetable and times of meetings

4. The 34th session of the General Conference will open on **Tuesday, 16 October 2007** at 10 a.m. and will conclude its work on **Saturday, 3 November 2007**. Meetings will not normally take place on Saturday afternoons. They will be held from **10 a.m. to 1 p.m.** and from **3 p.m. to 6 p.m.** However, the General Committee of the General Conference and the bureaux of the commissions will meet from 9 a.m. to 10 a.m.

Time limits for statements

5. In the **general policy debate**, it is recommended that speakers restrict their statements to **eight minutes**, as at the four previous sessions,¹ in accordance with the procedures outlined in paragraph 16 below. In the commissions, the chairpersons will take whatever measures they deem appropriate regarding any time limits on statements.

¹ As in the past, heads of delegation speaking in the general policy debate may ask the President to have written texts of up to 2,000 words appended *in extenso* to the verbatim record of the plenary meetings in order to provide a fuller version of their oral statements. The verbatim record will clearly indicate any text that has been added in writing.

Seating arrangements

6. In all rooms, the Member States will be seated in the alphabetical order of their names in French, beginning with Honduras, whose name was drawn by lot at the 176th session of the Executive Board.

II. DOCUMENTATION AND INFORMATION FOR DELEGATES

7. General Conference documents are issued according to several different categories:

- **34 C/...**: These are documents requiring a decision by the General Conference; they constitute the **main series** of documents.
- **34 C/INF...**: These documents bring information to the attention of the General Conference but do not require a decision.
- **34 C/REP...**: This series is used for reports to the General Conference by the subsidiary organs it has set up (e.g. steering committees of intergovernmental programmes), and for reports of international or regional conferences organized by UNESCO.
- **34 C/NOM...**: These documents contain information on the elections to be held by the General Conference (names of outgoing countries, number of seats to be filled, etc.).
- **34 C/DR...**: This series comprises draft resolutions submitted by Member States.

8. As on previous occasions, the information requested by the General Conference on the follow-up to some of the resolutions it adopted at previous sessions will be provided in an information document.

9. Most of the documents will be sent to Member States before the session. Delegations will also receive, on arrival, a full set of documents. A limited number of spare copies will also be available in the meeting rooms.² All General Conference documents will be accessible on the Internet as soon as they appear, both before and during the session. The General Conference website http://www.unesco.org/eng/general_conference provides access to other useful information (documentation since 1991, information on the elections to the Executive Board and to other organs whose members are elected by the General Conference, practical information, etc.) and, notably during the session, to the *Webzine* of the General Conference (an online information tool which provides a daily overview of the work of the Conference and also contains official notices and other information of interest to participants).

10. Among the measures envisaged to cope with the budget decrease, it is proposed to discontinue the production of provisional verbatim records. This measure, which will result in considerable economies, entails the temporary suspension of Rules 53 and 57 (para. 1) of the Rules of Procedure. Sound recordings will be available for consultation on request during the session; and the final form of the verbatim records of all plenary meetings (Volume II of the Records of the General Conference) will still be produced and distributed to all Member States.

III. VOTING RIGHTS

11. In order to exercise its right to vote, each State must have submitted **valid credentials**, in accordance with the procedures set forth in Rule 23 of the Rules of Procedure.

² The number of spare copies of all documentation is being reduced in response to the budget constraints, and Member States' understanding and cooperation are sought.

12. It must also be up to date with its assessed **contributions**. According to Article IV.C, paragraph 8(b), of the Constitution, “A Member State shall have no vote in the General Conference if the total amount of contributions due from it exceeds the total amount of contributions payable by it for the current year and the immediately preceding calendar year”. However paragraph 8(c) provides that the General Conference may decide to make an exception to this rule “if it is satisfied that failure to pay is due to conditions beyond the control of the Member State”. The procedure applicable to communications from Member States invoking this provision is determined by Rule 83 of the Rules of Procedure.

13. Under that rule, communications from Member States have to be submitted in the first three days of the session at the latest: beyond that deadline, the States concerned may no longer be authorized to take part in voting during the session. The examination of those communications, to be entrusted to the Administrative Commission, will be subject to the criteria set forth in paragraph 7 of Rule 83. It is to be noted, nevertheless, that recommendation 9 of 33 C/Resolution 92 contains a decision delegating their examination to the Executive Board at its session immediately preceding the General Conference. In line with this recommendation, the Executive Board will consider, at its 177th session, communications submitted to it. The Director-General has encouraged Member States to submit such communications in good time, thus opening up the possibility that the Board will be able to deal with the majority of such communications in good time.

IV. PLENARY MEETINGS

Opening of the 34th session

14. The detailed timetable planned for the first three plenary meetings is as follows:

	Plenary meetings	Other meetings
Tuesday 16 October	<u>First plenary meeting</u>	
10 a.m.	<ul style="list-style-type: none"> • Opening of the session • Establishment of the Credentials Committee • Establishment of the Nominations Committee • Adoption of the agenda 	
12 noon		First meeting of the Credentials Committee
		First meeting of the Nominations Committee

3 p.m. Second plenary meeting

- Election of the President and Vice-Presidents (on report of the Nominations Committee)
- Establishment of the commissions and committees
- Request for the admission of Palestine to UNESCO
- Admission of observers from international non-governmental organizations other than those maintaining formal and operational relations with UNESCO
- First report of the Credentials Committee

5 p.m.

First meeting of the **Legal Committee**, which elects its Chairperson

**Wednesday
17 October**

9 a.m.

First meeting of the **General Committee of the General Conference**

10 a.m. Third plenary meeting

- Recommendations of the General Committee on the organization of the work of the session and (possibly) inclusion of new items in the agenda
- Introduction to the general policy debate: Presentation by the Chairperson of the Executive Board and the Director-General of reports on activities, the Draft Medium-Term Strategy for 2008-2013, the Programme and Budget for 2008-2009 and other items on which the general policy debate will be based

11.30 a.m.

- Beginning of the general policy debate

General policy debate

15. Four years ago, the Executive Board approved proposals to improve the procedure for drawing up the list of speakers for the general policy debate (165 EX/Decision 7.1, para. 3). This procedure will be followed at the 34th session too. Member States were invited, on 11 May 2007, to submit to the Secretariat several dates for their representative's statement in the general policy debate, indicating their preferences and specifying name and status of same. On that basis, a provisional list of speakers will be drawn up, taking the wishes expressed and the speakers' protocol rank into account.

16. Speaking time will be kept at **eight minutes**, and a visual and sound system will gauge speaking time; the President of the General Conference will be empowered to interrupt any speaker exceeding the time limit. These proposals are unchanged over previous sessions.

Elections

17. The election of **Members of the Executive Board** will take place on **Wednesday, 24 October 2007**, according to the “Procedure for the election of Members of the Executive Board” (Appendix 2 of the Rules of Procedure). If necessary, a second ballot will be held on Thursday 25 October.³ Pursuant to Rule 1 of these provisions, candidatures should reach the Director-General at least six weeks before the opening of the session. In accordance with Rule 4, “subsequent candidatures shall be admissible only if they reach the Secretariat of the General Conference at least forty-eight hours before the beginning of the ballot” (that is, by 9 a.m. on 22 October).

18. Voting in all the other elections will be organized by the Nominations Committee, which will submit the results to the plenary for approval. It will, in accordance with the wishes expressed in 33 C/Resolution 92, be organized at as early a juncture as possible.

V. GENERAL COMMITTEE OF THE GENERAL CONFERENCE

19. The General Committee of the General Conference (Rules 41 and 42 of the Rules of Procedure) is composed of the President, the Vice-Presidents (not to exceed 36) and the chairpersons of the committees and commissions of the General Conference. Its role is to assist the President in directing the general work of the session. The Chairperson of the Executive Board attends its meetings, without the right to vote. The General Committee will normally meet twice a week from 9 a.m. to 10 a.m. Its first meeting will take place at 9 a.m. on Wednesday, 17 October. Although it has traditionally been the case that 36 Vice-Presidents (i.e. the maximum) are elected, the Executive Board will consider at its 177th session the possibility of reducing this number (to 30, or even 24 or 18), for the sake of the enhanced efficiency of the General Committee.

VI. COMMISSIONS

20. Under Rule 43 of the Rules of Procedure, the General Conference shall establish at each session “such commissions and other subsidiary organs as it deems necessary for the transaction of the business of that session”. In practice these commissions are, on the one hand, the commissions reflecting the structure of the Medium-Term Strategy and Draft Programme and Budget under consideration and, on the other, the Administrative Commission. The structure of draft documents 34 C/4 and 34 C/5 entails the establishment of the following seven commissions:

- PRX Commission: General questions, programme support and external relations;
- ED Commission: Education;
- SC Commission: Natural sciences;
- SHS Commission: Social and human sciences;
- CLT Commission: Culture;
- CI Commission: Communication and information;
- ADM Commission: Finance and administration.

³ Candidates may now be elected by a simple majority, unless “two or more candidates obtain the same number of votes and, as a result, there are still more candidates than seats to be filled” (Rule 95).

21. Annex I shows the envisaged allocation of agenda items to the various organs of the Conference.

22. The work of the programme commissions will be coordinated by their chairpersons at regular meetings chaired by one of their number (to be designated by common consent). Depending on the availability of space and time, joint meetings of the commissions may be held if necessary.

23. The **bureaux** of the commissions will be responsible for preparing the processing of draft resolutions (classification, grouping of draft resolutions, contacts with sponsors) and will, if necessary, act as negotiation groups.

Interdisciplinary meeting

24. In order to ensure the necessary interactive discussion of the enhanced interdisciplinary dimensions of the Organization's work, it is proposed that the commissions meet jointly, during the first week of the session, before the start of their respective work. This joint meeting would examine the following items:

- (a) Item 2.2: Reports by the Executive Board (34 C/9 Part II);
- (b) Item 3.1: Medium-Term Strategy for 2008-2013;
- (c) Item 3.2: Preparation of the draft Programme and Budget for 2010-2011;
- (d) Item 4.2: Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version) (interdisciplinary aspects and related draft resolutions).

VII. COMMITTEES

25. In accordance with the Rules of Procedure of the General Conference, the following committees shall be established at each session.

26. The **Credentials Committee** (Rules 32 and 33 of the Rules of Procedure) consists of nine members elected at the first plenary meeting of the General Conference on the proposal of the Temporary President. It will meet immediately, at 12 noon, to examine the credentials of delegations, representatives and observers. It will present its first report to the plenary at the end of its second meeting and will hold as many further meetings as may be necessary. Until the Credentials Committee has made its report and the General Conference given a ruling, all delegations will be attending provisionally, with the right to vote.

27. The **Nominations Committee** (Rules 34 and 35 of the Rules of Procedure) consists of the heads of all delegations entitled to vote. It will hold its first meeting at 12 noon on Tuesday, 16 October in order to establish, after examining the recommendations of the Executive Board, the list of nominations for the offices of President and Vice-Presidents of the General Conference, and to consider nominations to the chairs of the commissions. The Committee will meet in due course in order to draw up the lists of nominations for all the other offices to be filled by election by the General Conference.

28. The **Legal Committee** (Rules 36 and 37 of the Rules of Procedure) submits its reports either directly to the General Conference or to the organ from which the matter has been referred or which has been designated by the General Conference. At the 34th session it will be composed of the following 24 members, elected at the 33rd session:

Algeria	Guatemala	Republic of Korea
Argentina	India	Republic of Moldova
Denmark	Iran (Islamic Republic of)	Saint Lucia
Egypt	Italy	Sudan
Ecuador	Jamaica	Switzerland
Equatorial Guinea	Japan	Ukraine
France	Lebanon	United States of America
Ghana	Niger	Uzbekistan

29. The **Headquarters Committee** (Rules 39 and 40 of the Rules of Procedure) meets between the sessions of the General Conference to advise the Director-General on all questions relating to the Organization's Headquarters. Until the closure of the 34th session, it will be composed of the following 24 Member States, elected by halves at the 32nd and 33rd sessions respectively:

Australia	Kenya	Spain
Bangladesh	Lebanon	Syrian Arab Republic
Cameroon	Madagascar	Sweden
Colombia	Netherlands	Thailand
Congo	Oman	Ukraine
Democratic People's Republic of Korea	Panama	Uruguay
France	Philippines	Zimbabwe
Ghana	Romania	
	Saint Lucia	

VIII. EXAMINATION OF THE DRAFT MEDIUM-TERM STRATEGY FOR 2008-2013 (34 C/4)

30. According to paragraph 4(b) of 160 EX/Decision 6.1.1/6.1.2, "the general policy debate should be focused on the future policy orientations of the Organization". The heads of delegation who take the floor during this debate are therefore invited to devote their statements, or a large proportion of them, to the proposals contained in the Medium-Term Strategy for 2008-2013 (34 C/4) and to the recommendations of the Executive Board (34 C/11). Further to Recommendation 8, contained in 33 C/Resolution 92, Member States might also be encouraged to address the major policy issues of the current United Nations reform proposals.

31. As was the case at the 28th (1995) and 31st (2001) sessions, in regard to the adoption of the Medium-Term Strategy, a drafting group of 18 Member States will be established at the beginning of the second week of the 34th session. That group will be open to all other delegations that wish to take part in its work. It will be entrusted with preparing for the plenary a draft resolution for the adoption of the Medium-Term Strategy. The group will take account of observations made during the general policy debate, the recommendations of the Executive Board (34 C/11), the debate of the joint meeting of the programme commissions dealing with the Medium-Term Strategy (item 3.1 of the provisional agenda) and any draft resolutions that may be submitted under item 3.1. The latter should be communicated in writing to the Secretariat of the General Conference **no later than 23 October** (the application of paragraphs 2 and 3 of Rule 80 of the Rules of Procedure being thus suspended with respect to this agenda item).

IX. EXAMINATION OF THE DRAFT PROGRAMME AND BUDGET FOR 2008-2009 (34 C/5 2ND VERSION): DRAFT RESOLUTIONS PROPOSING AMENDMENTS

32. Draft resolutions proposing the adoption of amendments to the Draft Programme and Budget are processed on the basis of the procedure set out in Rules 80 and 81 of the Rules of Procedure.⁴ In November 2000, the Legal Committee met, in accordance with the wishes of the General Conference, to examine that procedure, “in particular to ensure that [the Rules of Procedure] contain objective and verifiable admissibility criteria for such draft resolutions” (30 C/Resolution 87). The Committee consequently adopted an “Explanatory Note” (see Annex II), which provided a framework, at the 31st session, for examination of the admissibility of draft amendments to the C/5 document by the Secretariat and then, in certain cases, by the Legal Committee.

33. This note was used again in the context of the 32nd and 33rd sessions, in the light of the “finalization” undertaken by the Legal Committee at its November 2002 meeting (see Annex III) and will also apply to the 34th session.

34. According to the above-mentioned Explanatory Note, this category of draft resolutions must be addressed to an operative paragraph of Part II of the Draft Programme and Budget. Hitherto, these paragraphs (the draft resolutions contained in document C/5) appeared within a box at the first paragraph of each programme in Part II of the document. The Draft Programme and Budget for 2008-2009 (34 C/5 2nd version) has been issued in two volumes, Volume 1 containing all draft resolutions proposed by the Director-General and thus facilitating the identification of those paragraphs that are subject to amendment through draft resolutions.

35. Member States submitting a draft resolution are invited to indicate clearly the amount of their budgetary implications and, in all cases, the source of funding envisaged, should they be adopted by the General Conference, namely, the **activity shown in document 34 C/5 2nd version that would be curtailed or abolished for the purpose of releasing appropriate funds, or an attempt to find extrabudgetary resources**. For this purpose they are requested to use the form in Annex IV. It would be extremely difficult, if not impossible, for the Director-General to release appropriate resources to take action, during the execution of the Programme, on any resolutions that were to be adopted without the General Conference stipulating how their implementation should be financed. All resolutions adopted *in extenso* by the General Conference (and reproduced in Volume 1 of the Records), as well as other decisions approved on the basis of the commission reports, should therefore mention clearly the amount of resources needed and the method of funding envisaged for their implementation, either a drive to find extrabudgetary resources or the identification of equivalent savings in the regular programme.

X. SPECIAL MEETINGS DURING THE 34th SESSION

36. A number of special meetings are to be held alongside the official proceedings of the General Conference, as indicated below.

37. The Director-General will organize two ministerial-level round tables. The first **round table** will be organized for **ministers of education** on the theme **education and economic development**. This meeting, which will be held in parallel with the general policy debate, will be open to ministers of education who wish to take part, on the understanding that those of all Member States are invited to do so. It will be held on 19 and 20 October.

⁴ It should be noted that these provisions apply only to draft resolutions concerning the Draft Programme and Budget. Draft resolutions submitted under other items of the agenda are subject to other rules, which are set out in Rule 79.

38. The second **round table** will be organized for **ministers of science** in the Member States, and devoted to **science and technology for sustainable development and the role of UNESCO**. This round table is scheduled to take place on 26 and 27 October.
39. As during previous sessions, a **Youth Forum** will be held immediately before the opening of the General Conference, on Friday, 12 and Saturday, 13 October.
40. A one-day **Civil Society Forum** will be organized on 25 October to engage delegates, parliamentarians, donors, National Commissions, UNESCO Clubs, NGOs and Foundations and the private sector in an open dialogue on cooperation issues.
41. Other participatory activities will be organized in the framework of the **thematic exhibition** of the session, on the proclamation of 2008 as International Year of Planet Earth.
42. More detailed information on these special meetings will be provided to delegations at a later date.

ANNEX I

ASSIGNMENT OF ITEMS OF THE PROVISIONAL AGENDA TO THE VARIOUS ORGANS OF THE CONFERENCE

Plenary

- 1.1 Opening of the session by the President of the 33rd session of the General Conference
- 1.2 Establishment of the Credentials Committee and report by the Committee to the General Conference
- 1.4 Adoption of the agenda
- 1.5 Election of the President and Vice-Presidents of the General Conference and of the chairpersons, vice-chairpersons and rapporteurs of the Commissions and Committees
- 1.6 Organization of the work of the session
- 1.7 Admission to the work of the General Conference of observers from international non-governmental organizations other than those maintaining formal and operational relations with UNESCO, and recommendations of the Executive Board thereon
- 2.1 Report of the Director-General on the activities of the Organization in 2004-2005, introduced by the Chairperson of the Executive Board
- 2.2 Reports by the Executive Board (34 C/9, Part I)
- 3.1 Examination and adoption of the draft Medium-Term Strategy for 2008-2013 (34 C/4)
- 4.3 Adoption of the Appropriation Resolution for 2008-2009
- 9.1 Request for the admission of Palestine to UNESCO
- 12.1 Election of Members of the Executive Board
- 13.1 Venue of the 35th session of the General Conference

PRX Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
 - Part II.A: UNESCO Institute for Statistics
 - Part II.B: Participation Programme
 - Part II.C: Programme Related Services¹
 - Part III.B: External Relations and Cooperation

¹ Chapter 1 – Coordination of action to benefit Africa.
Chapter 2 – Fellowships Programme.
Chapter 3 – Public Information.
Chapter 4 – Strategic planning and programme monitoring.
Chapter 5 – Budget preparation and monitoring.
Chapter 6 – Anticipation and foresight.

- 5.1 Proposals by Member States for the celebration of anniversaries in 2008-2009 with which UNESCO could be associated
- 5.7 Directives concerning the use of the name, acronym, logo and Internet domain names of UNESCO
- 6.1 Implementation of 33 C/Resolution 92 (relations between the three organs of UNESCO)
- 6.2 Definition of regions with a view to the execution by the Organization of regional activities
- 10.12 Sexennial report of the Executive Board to the General Conference on the contribution made to UNESCO's activities by non-governmental organizations (2001-2006)

Interdisciplinary meeting

- 2.2 Reports by the Executive Board (34 C/9 Part II)
- 3.1 Examination and adoption of the draft Medium-Term Strategy for 2008-2013 (34 C/4)
- 3.2 Preparation of the draft Programme and Budget for 2010-2011 (35 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version) (Interdisciplinary aspects and related draft resolutions)

ED Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
 - Part II.A: Major Programme I – Education
- 5.3 Implementation of 33 C/Resolution 70 concerning educational and cultural institutions in the occupied Arab territories
- 5.4 Report by the Director-General on the work accomplished on Education for All (EFA)

SC Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009
 - Part II.A: Major Programme II – Natural sciences
- 3.3 Overall review of Major Programmes II and III
- 5.6 Establishment of category 2 centres under the auspices of UNESCO
- 5.8 Elaboration of the Programme for Renewable Energy in Central Asia, and organization of the International Donor's Forum for the development of sources of renewable energy in the region

SHS Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
 - Part II.A: Major Programme III – Social and human sciences
- 3.3 Overall review of Major Programmes II and III
- 5.5 Establishment of a UNESCO Observatory on Women, Sport and Physical Education

- 5.9 World Conference on the Development of Cities – Democratic innovation and social transformation for inclusive cities in the 21st century

CLT Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
– Part II.A: Major Programme IV – Culture
- 5.2 Jerusalem and the implementation of 33 C/Resolution 50
- 5.3 Implementation of 33 C/Resolution 70 concerning educational and cultural institutions in the occupied Arab territories
- 8.1 Draft Declaration of Principles Relating to Cultural Objects Displaced in Connection with the Second World War
- 8.4 Enhancing the protection of cultural objects through the fight against illicit trafficking in them, and the development of museums in developing countries

CI Commission

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
– Part II.A: Major Programme V – Communication and information
- 8.2 First consolidated report to the General Conference on the measures taken by Member States for the implementation of the Recommendation concerning the Promotion and Use of Multilingualism and Universal Access to Cyberspace

ADM Commission

- 1.3 Report by the Director-General on communications received from Member States invoking the provisions of Article IV.C, paragraph 8(c), of the Constitution
- 4.1 Methods of preparing the budget and budget estimates for 2008-2009 and budgeting techniques
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
– Part I General Policy and Direction
– Part II Programmes and Programme Related Services
– Part III.A Field management and coordination
– Part III.C Human resources management
– Part III.D Administration²
– Part IV Anticipated Cost Increases

² Chapter 1 – Administrative coordination, support and procurement
Chapter 2 – Accounting, treasury management and financial control
Chapter 3 – Information systems and telecommunications
Chapter 4 – Conferences, languages and documents
Chapter 5 – Common services, security, utilities and management of premises and equipment
Chapter 7 – Maintenance, conservation and renovation of Headquarters buildings

- 11.1 Report by the Director-General on the implementation of the reform process
- 11.2 Report by the Director-General on the Action Plan for improved management of extrabudgetary funds
- 11.3 Financial report and audited financial statements relating to the accounts of UNESCO for the financial period ended 31 December 2005, and report by the External Auditor
- 11.4 Financial report and interim financial statements relating to the accounts of UNESCO as at 31 December 2006 for the financial period ending 31 December 2007
- 11.5 Scale of assessments and currency of Member States' contributions
- 11.6 Collection of Member States' contributions
- 11.7 Working Capital Fund: Level and administration
- 11.8 Recommendation on the implementation of the International Public Sector Accounting Standards (IPSAS)
- 11.9 Staff Regulations and Staff Rules
- 11.10 Staff salaries, allowances and benefits
- 11.11 Report by the Director-General on the situation of the geographical distribution and gender balance of the staff
- 11.12 United Nations Joint Staff Pension Fund and appointment of Member States' representatives to the UNESCO Staff Pension Committee for 2008-2009
- 11.13 Report by the Director-General on the state of the Medical Benefits Fund and appointment of Member States' representatives to the Board of Management for 2008-2009
- 11.14 Report by the Director-General, in cooperation with the Headquarters Committee, on managing the UNESCO complex

Nominations Committee

- 1.5 Election of the President and Vice-Presidents of the General Conference and of the Chairpersons, Vice-Chairpersons and Rapporteurs of the Commissions and Committees
- 12.1 Election of Members of the Executive Board
- 12.2 Election of the members of the Legal Committee for the 35th session of the General Conference
- 12.3 Election of members of the Headquarters Committee
- 12.4 Election of members of the Conciliation and Good Offices Commission responsible for seeking the settlement of any disputes that may arise between States Parties to the Convention against Discrimination in Education
- 12.5 Election of members of the Council of the UNESCO International Bureau of Education (IBE)
- 12.6 Election of members of the Intergovernmental Council for the Information for All Programme (IFAP)

- 12.7 Election of members of the International Coordinating Council of the Programme on Man and the Biosphere (MAB)
- 12.8 Election of members of the Intergovernmental Council of the International Hydrological Programme (IHP)
- 12.9 Election of members of the Intergovernmental Committee for Promoting the Return of Cultural Property to its Countries of Origin or its Restitution in Case of Illicit Appropriation (PRCP)
- 12.10 Election of the members of the Executive Committee of the International Campaign for the Establishment of the Nubia Museum in Aswan and the National Museum of Egyptian Civilization in Cairo
- 12.11 Election of members of the Intergovernmental Council of the International Programme for the Development of Communication (IPDC)
- 12.12 Election of members of the Intergovernmental Council of the Management of Social Transformations (MOST) Programme
- 12.13 Election of members of the Intergovernmental Committee on Bioethics (IGCB)
- 12.14 Election of the members of the Intergovernmental Committee for Physical Education and Sport (CIGEPS)
- 12.15 Election of members of the Governing Board of the UNESCO Institute for Statistics (UIS)

Legal Committee³

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)
- 7.1 Extension of the period of jurisdiction of the Administrative Tribunal
- 8.3 Monitoring of the implementation of UNESCO's standard-setting instruments.

³ The legal aspects of certain issues discussed under other agenda items may also be considered by the Legal Committee.

ANNEX II

“EXPLANATORY NOTE FOR THE IMPLEMENTATION OF RULES 80 AND 81, SECTION XIV, OF THE RULES OF PROCEDURE OF THE GENERAL CONFERENCE¹”

I. *The purpose of this Note is to specify and, as appropriate, clarify the procedure for the submission and examination of draft resolutions referred to in Rule 80 of the Rules of Procedure of the General Conference (hereinafter called DRs). The draft resolutions concerned are those containing one or more amendments to the Draft Programme and Budget (the C/5 document²) which have “budgetary implications” – that is, if approved, they will affect the amounts proposed for any of the budgetary lines included in Part II of the Draft Appropriation Resolution.*

II. *In the submission and examination of DRs, the following rules shall be strictly applied:*

1. *At least 90 days before the opening of the session of the General Conference,³ and taking into account Rule 80.2 of the Rules of Procedure, the President of the General Conference or on his behalf the Director-General shall formally communicate to Member States the exact deadline for the submission of DRs. All DRs shall reach the Director-General, in writing, 45 days before the opening of the session of the General Conference.⁴*

2. *The Director-General shall formulate his conclusions on the admissibility of the DRs. To this end, a DR may only be considered inadmissible in one of the following cases:*

- (a) when an operative paragraph of Part II of the Draft Programme and Budget is not affected by the DR (such operative paragraphs will always appear in bold and within a box, making them thus clearly identifiable); or*
- (b) when the budgetary implication of the DR is equal to or lower than US \$40,000; or*
- (c) when the DR does not have international, regional or subregional scope, i.e. when it refers to an activity to be implemented for the benefit of a single Member State; or*
- (d) when the activity proposed in the DR conforms to all the conditions required in the appropriate resolutions for the presentation of requests to the Participation Programme (currently 30 C/Resolution 50).*

3. *Within a maximum period of 25 days from the deadline referred to in paragraph 1,⁵ Member States shall receive the comments of the Director-General regarding their respective DRs. Such comments shall clearly indicate: (a) whether the DR is admissible or inadmissible; and (b) if it is considered inadmissible, which of the cases specified in paragraph 2 justifies, in the opinion of the Director-General, his conclusion. If a decision is not taken by the Director-General within this 25-day period, the DR shall automatically be considered admissible.*

4. *Any Member State may appeal the conclusions of the Director-General regarding the inadmissibility of its DR. To this end, not later than five days before the opening of the session of the General Conference,⁶ its President or on his behalf the Director-General shall receive from such Member State a letter of appeal in which the reasons for this recourse shall be clearly stated. Any letter of appeal not satisfying this deadline or not reasoned shall be automatically rejected.*

¹ Adopted by the Legal Committee in November 2000.

² For the 34th session, document 34 C/5 2nd version.

³ By 18 July.

⁴ By 1 September.

⁵ By 26 September.

⁶ By 11 October.

5. *Unless otherwise decided by a simple majority of its members, the Legal Committee shall examine all the letters of appeal as the first item of its agenda. It shall confirm or reject the conclusions of the Director-General on each DR which motivated the appeal. To this end, it shall ascertain whether the reasons presented by the Director-General in his comments conform to any of the cases presented in paragraph 2 above. In addition to its letter of appeal a Member State may make a further written submission. It will be expected to provide orally any additional information required by the Legal Committee.*

6. *A Member State which is a member of the Legal Committee shall not vote on an appeal submitted by itself.*

III. In the exercise of their respective duties regarding the admissibility of DRs, the Secretariat and the Legal Committee shall apply Section XIV of the Rules of Procedure of the General Conference, as interpreted by this Note.

IV. At the request of the General Conference, this Note may be revised by the Legal Committee.”

ANNEX III

**“FINALIZATION OF THE EXPLANATORY NOTE ON THE APPLICATION
OF RULES 80 AND 81 OF SECTION XIV OF THE RULES OF PROCEDURE
OF THE GENERAL CONFERENCE CONCERNING ADMISSIBILITY CRITERIA
FOR DRAFT RESOLUTIONS RELATING TO THE DRAFT PROGRAMME
AND BUDGET AND THE EXAMINATION OF SUCH DRAFT RESOLUTIONS¹
(LEG/2002/1)**

3. Since the Legal Committee did not have a mandate to amend the wording of the ‘Explanatory Note on the application of Rules 80 and 81 of the Rules of Procedure of the General Conference’, its members discussed a certain number of difficulties connected with the application of the note. One member of the Committee expressed himself in favour of endorsing the explanatory note, except for the wording of paragraph 2(b) in which the limitation established was not supported by any statutory or regulatory norm of UNESCO.
4. Some members questioned the role assigned to the Legal Committee in regard to the matter and also the legal value of the explanatory note.
5. It was stated that the Explanatory Note imposed no new obligations on Member States and that it merely provided an interpretation of the relevant provisions of the Rules of Procedure of the General Conference, an interpretation which was brought to the attention of the Executive Board and of the General Conference, which took note thereof in 31 C/Resolution 67.
6. Several members deemed it desirable to act with caution and to refrain from amending the wording of the Explanatory Note. One member who shared that view nevertheless stressed that the note did not resolve all of the difficulties involved in applying the relevant provisions of the Rules of Procedure.
7. Some members proposed asking Member States about the difficulties encountered in applying the Explanatory Note, with a view to introducing, as appropriate, the necessary modifications. It was envisaged that the Chairperson of the Legal Committee could contact the Member States and report back to the Committee in that regard.
8. Several members pointed out that the procedure established by Rules 80 and 81 of the Rules of Procedure of the General Conference had functioned satisfactorily on the whole and that it was not for the Legal Committee to introduce elements of flexibility which could not fail to create delicate problems in regard to application. It was clearly stated that the Explanatory Note was not intended to apply to all draft resolutions but only to those with budgetary implications. Some members stressed that that point should be brought to the attention of the Member States in the clearest possible terms and that the resolution on the Participation Programme should be attached to the note.
9. Several members emphasized the need for full consultation with the Member States and the Secretariat during the preparation of the Draft Programme and Budget (C/5).²
10. The representative of the Director-General indicated that the reference to 30 C/Resolution 50 in the Explanatory Note should now be taken as referring to 31 C/Resolution 36 which followed on from the previous resolution. He assured the members that he was aware of the difficulties encountered by certain Member States and that the Secretariat was constantly trying to improve consultations with the Member States in regard to the preparation of the Draft Programme and Budget (C/5). He further confirmed that the Secretariat was prepared to undertake what the Legal

¹ Excerpt from the report adopted by the Legal Committee at its November 2002 meeting.

² For the 34th session, document 34 C/5 2nd version.

34 C/2

Annex III – page 2

Committee called 'educational measures' to inform the delegations clearly and repeatedly about the terms of the Explanatory Note and the implications of non-observance."

ANNEX IV

**FORM FOR THE SUBMISSION OF DRAFT RESOLUTIONS
PROPOSING THE ADOPTION OF AMENDMENTS TO THE
DRAFT PROGRAMME AND BUDGET FOR 2008-2009**

34th SESSION OF THE GENERAL CONFERENCE

Draft resolution proposing the adoption of amendments to the Draft Programme and Budget for 2008-2009 (34 C/5 2nd version)

Submitted by:

State(s)

Referring to Volume 1 of document 34 C/5 2nd version

Number of draft resolution¹:

.....

Proposed modification, deletion or addition (specify paragraph):

State the amount of budgetary implications of the proposed amendment:

.....

Indicate the proposed source of funding (budget proposed for other parts of document 34 C/5 2nd version or extrabudgetary resources):

.....

¹ Paragraph number of the box containing each draft resolution.

Explanatory note (no more than 20 lines):

Please give fax number (or email address) for subsequent correspondence:

.....

Name:

Date:

.....

Signature(s) for each sponsoring State

ANNEX V

PROVISIONAL TIMETABLE OF WORK
34th SESSION OF THE GENERAL CONFERENCE

OCT	Fri 12	Youth Forum													
	Sat 13														
	DATE	PLENARY MEETING	COMMISSIONS						COMMITTEES						
			ADM	PRX	ED	SC	SHS	CLT	CI	LEG	CRE	NOM	BUR		
OCTOBER	Tues 16	1 Opening									1 CRE	1 NOM			
		2									2 CRE				
	Wed 17	3		1 ADM	1 PRX					1 LEG	3 CRE		1 BUR		
		4		2 ADM	INTERDISCIPLINARY MEETING						2 LEG	4 CRE			
	Thurs 18	5	POLICY DEBATE	3 ADM	2 PRX	INTERDISCIPLINARY MEETING						3 LEG		2 NOM	
		6		4 ADM	3 PRX	INTERDISCIPLINARY MEETING						4 LEG			
	Fri 19	7		5 ADM	4 PRX	Round Table MINS ED									2 BUR
		8		6 ADM	5 PRX										
	Sat 20	9		7 ADM	6 PRX									3 NOM	
	Sun 21														
	Mon 22	10		GENERAL			1 ED							4 NOM	
		11				2 ED									
	Tues 23	12	8 ADM Report			3 ED							5 NOM	3 BUR	
		13			7 PRX Report	4 ED	1 SC								
	Wed 24	14			5 ED	2 SC							EXB elections		
		15 DG's reply			6 ED	3 SC									
	Thurs 25					4 SC							Other elections		
				Civil Society		5 SC			Forum						
	Fri 26					Round Table MINS SC	1 SHS	1 CLT	1 CI				4 BUR		
							2 SHS	2 CLT	2 CI						
Sat 27				7 ED Report	3 SHS		3 CLT	3 CI							
Sun 28															
Mon 29					SC/SHS		4 CLT	4 CI							
						4 SHS	5 CLT	5 CI							
Tues 30						5 SHS						5 BUR			
					6 SC Report										
Wed 31						6 SHS Report									
NOVEMBER	Thurs 1	16	REPORTS								6 CI Report				
		17						6 CLT Report							
	Fri 2	18		JOINT MEETING											
		19													
Sat 3	20 Closure														



General Conference
34th session, Paris 2007

Генеральная конференция
34-я сессия, Париж 2007 г.

34 C

Conférence générale
34^e session, Paris 2007

المؤتمر العام
الدورة الرابعة والثلاثون، باريس ٢٠٠٧

Conferencia General
34^a reunión, París 2007

大会
第三十四届会议，巴黎，2007

34 C/2 Add.
13 October 2007
Original: English/French/Spanish

Item 1.6 of the provisional agenda

ORGANIZATION OF THE WORK OF THE SESSION

ADDENDUM

1. The revised provisional agenda (34 C/1 Prov. Rev.) contains the new items that the Executive Board has recommended to the General Conference.
2. In 177 EX/Decision 40, the Board recommended to the General Conference that the following items be examined by the following bodies:

PRX Commission

- 14.1 Preparation of a special post-conflict overall support programme in UNESCO's fields of competence for Côte d'Ivoire
- 14.2 Holocaust remembrance
- 14.3 Remembrance of victims of the Great Famine (Holodomor) in Ukraine

ED Commission

- 5.11 Enhancing the Teacher Training Initiative for Sub-Saharan Africa: TTISSA's effectiveness
- 5.14 Further promotion of the United Nations Decade of Education for Sustainable Development
- 5.15 Amendment to the Statutes of the Intergovernmental Committee of the Regional Education Project for Latin America and the Caribbean (PREALC)
- 8.6 Results of the seventh consultation of Member States on the implementation of the Convention and Recommendation against Discrimination in Education (1960)

United Nations
Educational, Scientific and
Cultural Organization

Organisation
des Nations Unies
pour l'éducation,
la science et la culture

Organización
de las Naciones Unidas
para la Educación,
la Ciencia y la Cultura

Организация
Объединенных Наций по
вопросам образования,
науки и культуры

منظمة الأمم المتحدة
للتربية والعلم والثقافة

联合国教育、
科学及文化组织

SC Commission

- 5.10 Renewal of the Operational Agreement between UNESCO and the Government of the Netherlands concerning the UNESCO-IHE Institute for Water Education (IHE)

SHS Commission

- 5.12 Establishment of an international institute for human rights education in the city of Buenos Aires, Argentine Republic
- 5.16 Celebration of the 60th anniversary of the Universal Declaration of Human Rights

CLT Commission

- 5.13 Proclamation of an international year for the rapprochement of cultures
- 8.5 Examination of the new report by Member States and other States Parties on measures taken in application of the Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property (1970)

ADM Commission

- 6.3 Implementation of the guidelines and criteria for category 2 institutes and centres adopted in 33 C/Resolution 90
- 9.2 Proposals by the Director-General concerning the use of the contribution of Singapore for the period from 8 October to 31 December 2007



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المؤتمر العام
الدورة الرابعة والثلاثون، باريس ٢٠٠٧

大会
第三十四届会议，巴黎，2007

34 C

34 C/2 Add.2
16 October 2007
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Item 1.6 of the provisional agenda

ORGANIZATION OF THE WORK OF THE SESSION

ADDENDUM 2

Through 177 EX/Decision 40, the Executive Board decided to recommend to the General Conference that item 3.1 (Consideration and adoption of the Draft Medium-Term Strategy for 2008-2013) be examined by all Programme Commissions of the General Conference (Commissions PRX, ED, SC, SHS, CLT and CI).