



General Assembly

Distr.: Limited
7 February 2013

Original: English

Committee on Conferences

Organizational session for 2013

29 April 2013

Annotated provisional agenda for the organizational session for 2013

Provisional agenda

1. Opening of the session.
2. Election of officers.
3. Adoption of the agenda for the organizational session for 2013.
4. Organization and programme of work for 2013:
 - (a) Intersessional departures and related matters;
 - (b) Provisional calendar of conferences and meetings in the economic, social and related fields for 2014 and 2015.
5. Adoption of the agenda and dates for the substantive session of 2013.
6. Other business.

Annotations

1. Opening of the session

In accordance with past practice, the Under-Secretary-General for General Assembly and Conference Management will preside at the opening of the session and proceed with the nomination and election of the Chair.

2. Election of officers

Rule 103 of the rules of procedure of the General Assembly provides that committees other than Main Committees shall elect a Chair, one or more Vice-Chairs and a Rapporteur. These officers shall be elected on the basis of equitable geographical distribution, experience and personal competence. The Bureau of the Committee on Conferences comprises a Chair, three Vice-Chairs and a Rapporteur.

* Reissued for technical reasons on 16 April 2013.



At its organizational session for 1989, held on 1 March 1989, the Committee agreed in principle that thenceforth the chairmanship would rotate annually among the regional groups. At its organizational session for 2012 (517th meeting), held on 25 April 2012, the Committee agreed in principle that the Chair would undertake informal consultations with a view to determining the composition of the Bureau for 2013 and that the Chair and the other members of the Bureau would continue in their capacities until the 2013 Bureau had been elected.

Documentation: Membership of the Committee on Conferences for 2013 (A/AC.172/2013/INF/1) (to be issued)

3. Adoption of the agenda for the organizational session for 2013

4. Organization and programme of work for 2013

The terms of reference of the Committee are set forth in paragraph 4 of General Assembly resolution [43/222 B](#).

In section II.A, paragraph 20, of its resolution [57/283 B](#), the General Assembly encouraged the Committee to keep under continued review the procedures for the participation of observers in the work of the Committee.

At its organizational session for 2012, the Committee decided to include in its programme of work for the year informal briefings by the Secretariat on issues related to conference management that were of interest to Member States. Such briefings would be scheduled prior to the Committee's substantive session or upon request. The Committee may wish to consider scheduling a briefing on 29 August 2013.

(a) Intersessional departures and related matters

The Committee will consider requests for intersessional departures in accordance with paragraph 4 of General Assembly resolution [46/190](#), in which the Assembly took note of the guidelines adopted by the Committee (A/46/32, para. 77), and in accordance with the decisions taken by the Committee at its 373rd meeting, on 26 August 1994, at its 379th meeting, on 23 March 1995, and at its substantive session of 1995.

In accordance with legislative mandates, the Department for General Assembly and Conference Management will administer the programme of meetings as stated in the report of the Secretary-General on improving the performance of the Department (A/57/289, para. 15).

Moreover, meetings of the Committee may be required under the terms of paragraph 6 of General Assembly resolution [35/10 A](#), by which the Assembly decided that all proposals affecting the schedule of conferences and meetings made at sessions of the Assembly should be reviewed by the Committee when administrative implications were being considered under the requirements of rule 153 of the rules of procedure of the Assembly.

(b) Provisional calendar of conferences and meetings in the economic, social and related fields for 2014 and 2015

In its decision 1988/103, the Economic and Social Council decided to invite the Committee to review the draft biennial calendar of conferences and meetings of the Council and to submit, as appropriate, its recommendations thereon to the Council.

The provisional calendar for the biennium 2014-2015 will be available for consideration by the Committee before the substantive session of the Council in July 2013. The Committee may wish to meet on the proposed date of 27 June 2013 to review the provisional calendar and to submit its observations and recommendations to the Council for consideration at its substantive session of 2013. In this context, the Committee's attention is drawn to paragraph 8 of section I of General Assembly resolution [67/237](#) on the pattern of conferences and paragraphs 22 to 24 of the report of the Committee (A/67/32).

Documentation: Provisional calendar of conferences and meetings in the economic, social and related fields for 2014 and 2015 (E/2013/L.____)

5. Adoption of the agenda and dates for the substantive session of 2013

At its organizational session for 2012, held on 25 April 2012, the Committee adopted the provisional agenda for its substantive session of 2012 and requested the Secretariat to submit to it, at its organizational session for 2013, a provisional agenda for its substantive session of 2013. The annex to the present document contains a provisional agenda for the substantive session of 2013. The provisional agenda takes into account standing mandates from the Committee and the General Assembly, as well as information requested by the Assembly in its resolution [67/237](#).

At its organizational session for 2012, the Committee also decided to include in future calendars of conferences and meetings the dates for its organizational and substantive sessions for the following year, as was being done with respect to all meetings of intergovernmental bodies. Accordingly, the Secretariat was requested to include such an item in the agenda. The Committee may wish to reconfirm the proposed dates of 3 to 9 September 2013 for its substantive session.

Documentation: The information requested by the General Assembly will be presented in a consolidated report of the Secretary-General on the pattern of conferences. Statistical and other relevant data will be presented as information supplementary to the report.

6. Other business

Annex

Annotated provisional agenda for the substantive session of 2013

Provisional agenda

1. Adoption of the agenda and other organizational matters.
2. Calendar of conferences and meetings:
 - (a) Requests for exceptions to section I, paragraph 7, of General Assembly resolution [40/243](#);
 - (b) Adoption of the draft biennial calendar of conferences and meetings of the United Nations for 2014 and 2015;
 - (c) Intersessional departures for 2013.
3. Meetings management:
 - (a) Utilization of conference-servicing resources and facilities:
 - (i) Meeting statistics of United Nations organs and consultations with/ letters to bodies concerning utilization of conference-servicing resources;
 - (ii) Provision of interpretation services to meetings of bodies entitled to meet “as required”;
 - (iii) Provision of interpretation services to meetings of regional and other major groupings of Member States;
 - (iv) Utilization of conference facilities at the United Nations Office at Nairobi;
 - (v) Utilization of the conference centre at the Economic Commission for Africa;
 - (b) Impact of the capital master plan, strategy IV (phased approach), on meetings held at Headquarters during its implementation.
4. Integrated global management.
5. Matters related to documentation and publications.
6. Matters related to translation and interpretation.
7. Organization of work.
8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2014.

Annotations

1. Adoption of the agenda and other organizational matters

2. Calendar of conferences and meetings

(a) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

The Secretariat will report on requests received pursuant to paragraph 15 of General Assembly resolution [47/202 A](#) and section I, paragraph 7, of Assembly resolution [40/243](#), for action by the Committee.

Documentation: Letter from the Chair of the Committee on Conferences to the President of the sixty-eighth session of the General Assembly (A/68/___)

(b) Adoption of the draft biennial calendar of conferences and meetings of the United Nations for 2014 and 2015

The Secretariat will prepare a draft calendar of conferences and meetings for the biennium 2014-2015 for consideration by the Committee on Conferences at its substantive session of 2013.

The Committee will submit the draft calendar to the General Assembly at its sixty-eighth session for approval.

Documentation: Draft biennial calendar of conferences and meetings of the United Nations for 2014 and 2015 (A/AC.172/2013/L.___)

(c) Intersessional departures for 2013

The Secretariat will compile a list of requests for intersessional departures from the approved calendar of conferences and meetings for 2013, together with information on any action taken by the Committee.

3. Meetings management

(a) Utilization of conference-servicing resources and facilities

(i) Meeting statistics of United Nations organs and consultations with/letters to bodies concerning utilization of conference-servicing resources

The Secretariat will report on the matter pursuant to section II.A, paragraphs 5, 6, 8, 12, 19 and 20 to 22, of General Assembly resolution [67/237](#).

Documentation: Statistical data and analysis of the planned and actual utilization of conference-servicing resources allocated to a core sample of bodies at all four duty stations will be made available to the Committee as supplementary information. The Chair will report orally on consultations with bodies in New York and on written communications with bodies at other duty stations that have underutilized their conference-servicing resources.

(ii) Provision of interpretation services to meetings of bodies entitled to meet “as required”

The Secretariat will report on the matter pursuant to section II.A, paragraph 7, of General Assembly resolution [67/237](#).

(iii) Provision of interpretation services to meetings of regional and other major groupings of Member States

The Secretariat will report on the matter pursuant to section II.A, paragraphs 9 to 11, of General Assembly resolution [67/237](#).

(iv) Utilization of conference facilities at the United Nations Office at Nairobi

The Secretariat will report on the matter pursuant to section II.A, paragraph 13, of General Assembly resolution [67/237](#).

(v) Utilization of the conference centre at the Economic Commission for Africa

The Secretariat will report on the matter pursuant to section II.A, paragraphs 14 to 17, of General Assembly resolution [67/237](#).

(b) Impact of the capital master plan, strategy IV (phased approach), on meetings held at Headquarters during its implementation

The Secretariat will report on the matter pursuant to section II.B of General Assembly resolution [67/237](#).

4. Integrated global management

The Secretariat will report on the matter pursuant to section III of General Assembly resolution [67/237](#).

5. Matters related to documentation and publications

The Secretariat will report on the matter pursuant to section IV, paragraphs 2, 3, 15 to 18, 21, 23, 24 and 26, of General Assembly resolution [67/237](#).

6. Matters related to translation and interpretation

The Secretariat will report on the matter pursuant to section V, paragraphs 4, 5, 8, 10, 11 to 13 and 15 to 18, of General Assembly resolution [67/237](#).

7. Organization of work

In section II.A, paragraph 20, of its resolution [57/283 B](#), the General Assembly encouraged the Committee to keep under continued review the procedures for the participation of observers in the work of the Committee.

8. Adoption of the report and proposed dates for the organizational and substantive sessions for 2014

The Committee will adopt its draft report for 2013 and the draft resolution on the pattern of conferences for recommendation to the General Assembly at its sixty-eighth session. The Committee will approve the dates proposed for its organizational and substantive sessions for 2014.
