



# General Assembly

Distr.: General  
24 June 2020

Original: English

---

## Committee on Conferences

### Substantive session of 2020

8–14 September 2020

## Agenda and programme of work for 2020

In accordance with General Assembly decision 74/555 of 15 May 2020, entitled “Extension of the procedure for taking decisions of the General Assembly during the coronavirus disease (COVID-19) pandemic”, whereby the Assembly decided that its subsidiary organs might take decisions by means of a silence procedure, the annotated provisional agenda for the organizational session for 2020 of the Committee on Conferences was approved by the Committee under a silence procedure that ended on 4 June 2020. An agenda for the substantive session is accordingly issued in the present document for approval by the Committee on the basis of an annotated provisional agenda proposed by the Secretariat ([A/AC.172/2020/L.1](#)).

At its 556th meeting, on 9 September 2019, the Committee decided that the substantive session for 2020 would be held from 8 to 14 September 2020. In preparation for the substantive session, a briefing by the Secretariat will be held on 2 September 2020. Other briefings may be scheduled at the request of Member States.

All matters pertaining to conference management stemming from the mandates contained in General Assembly resolutions on the pattern of conferences will be discussed in the report of the Secretary-General ([A/75/89](#)), to be issued prior to the substantive session. Statistical and other relevant data are presented as information supplementary to the report.

## Agenda

1. Opening of the session.
2. Organization of work.
3. General discussion:
  - (a) Calendar of conferences and meetings;
  - (b) Utilization of conference-servicing resources;
  - (c) Enhancing integrated global management, leveraging technology and measuring the quality of conference services;
  - (d) Matters related to documentation and publications;



- (e) Matters related to language services.
- 4. Adoption of the report and proposed dates for the organizational and substantive sessions in 2021.

## **Annotations**

### **1. Opening of the session**

### **2. 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.

### **3. General discussion**

#### **(a) Calendar of conferences and meetings**

The draft revised calendar of conferences and meetings of the United Nations for 2021 will be prepared pursuant to section I, paragraphs 1 to 11, of General Assembly resolution [74/252](#) of 27 December 2019 on the pattern of conferences.

The Secretariat will compile a list of requests for intersessional departures from the approved calendar of conferences and meetings for 2020, together with information on any action taken by the Committee.

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*

Draft revised calendar of conferences and meetings of the United Nations for 2021 ([A/AC.172/2020/L.2](#)) (to be issued)

Letter from the Chair of the Committee on Conferences to the President of the seventy-fifth session of the General Assembly (A/75/\_\_\_)

#### **(b) Utilization of conference-servicing resources**

The Secretariat will report on the matter pursuant to paragraphs 12 to 34 of General Assembly resolution [74/252](#).

#### *Documentation*

Statistical data and analysis of the planned and actual utilization of interpretation services allocated to all calendar bodies at all four duty stations will be made available to the Committee as supplementary information.

#### **(c) Enhancing integrated global management, leveraging technology and measuring the quality of conference services**

The Secretariat will report on the matter pursuant to paragraphs 35 to 46 of General Assembly resolution [74/252](#).

#### **(d) Matters related to documentation and publications**

The Secretariat will report on the matter pursuant to paragraphs 47 to 87 of General Assembly resolution [74/252](#).

**(e) Matters related to language services**

The Secretariat will report on the matter pursuant to paragraphs 88 to 122 of General Assembly resolution [74/252](#).

**4. Adoption of the report and proposed dates for the organizational and substantive sessions in 2021**

The Committee will adopt its draft report for 2020 and the draft resolution on the pattern of conferences for recommendation to the General Assembly at its seventy-fifth session. The Committee will approve the dates proposed for its organizational and substantive sessions in 2021.

---