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## Second High-level United Nations Conference on South-South Cooperation

Buenos Aires, 20–22 March 2019

Item 6 of the provisional agenda\*

### Organization of work

## Organizational and procedural matters

### Note by the Secretary-General

1. The proposals set out in the present note have been prepared on the basis of General Assembly resolutions [71/244](#) and [71/318](#) and decisions [72/544](#) and [73/543](#).

### I. Election of officers

2. The Conference shall elect a President, nine Vice-Presidents,<sup>1</sup> one of whom shall be designated as Rapporteur-General, and an ex officio Vice-President from the host country. The officers shall be elected with a view to ensuring the representative character of the General Committee. The Conference may also elect such other officers as it deems necessary for the performance of its functions.

### II. Adoption of the rules of procedure

3. The Conference shall adopt its rules of procedure. The provisional rules of procedure, as recommended by the General Assembly in its decision [73/543](#), are contained in document [A/CONF.235/2](#).

### III. Adoption of the agenda

4. The Conference will have before it for adoption the provisional agenda ([A/CONF.235/1](#)), as recommended by the General Assembly in its decision [73/543](#).

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\* [A/CONF.235/1](#).

<sup>1</sup> Two from each of the following groups: African States, Asia-Pacific States, Eastern European States and Western European and other States; and one from Latin American and Caribbean States.



## IV. Organization of work

### A. Dates and venue

5. The Conference will be held at the Buenos Aires Convention Centre, in Buenos Aires, from 20 to 22 March 2019. The General Assembly, in its resolution [71/318](#), decided that the Conference would be held at the highest possible level, including Heads of State and Government.

### B. Plenary meetings

6. The Conference will consist of a total of four plenary meetings, to be held as follows:

Wednesday, 20 March: from 10 a.m. to 1 p.m.; and from 3 to 6 p.m.

Thursday, 21 March: from 10 a.m. to 1 p.m.

Friday, 22 March: from 10 a.m. to 1 p.m.

7. All plenary meetings will be held in the plenary hall.

8. At the formal opening of the Conference, to take place during the plenary meeting on the morning of Wednesday, 20 March, consideration will be given to all procedural and organizational matters, including the election of the President of the Conference, the adoption of the rules of procedure and the agenda, the election of officers other than the President, the appointment of the members of the Credentials Committee and other matters. Statements will be made by the President of the Conference, the President of the General Assembly, the Secretary-General of the United Nations, the President of the High-level Committee on South-South Cooperation, the President of the Economic and Social Council and the Administrator of the United Nations Development Programme. The opening session will also include statements by a representative of the private sector and a representative of civil society organizations.

9. The four plenary meetings will be devoted primarily to statements in the general debate. The list of speakers for the general debate will be established on a first-come, first-served basis, under the customary protocol that ensures that Heads of State or Government speak first, followed by other heads of delegation. The European Union will be included in the list of speakers. Each oral statement by representatives of participating States and the European Union will be limited to five minutes, although this will not preclude the distribution of more extensive texts. The list of speakers will be announced in the daily *Journal of the United Nations* devoted to the Conference.

10. In addition, the general debate, in accordance with General Assembly resolution [71/318](#) and decision [73/553](#), and time permitting, will also hear statements from representatives of (a) intergovernmental organizations and other entities that have received a standing invitation from the Assembly to participate in the capacity of observer in the sessions and work of all international conferences convened under its auspices; (b) associate members of regional commissions; (c) specialized agencies and related organizations; (d) other intergovernmental organizations; (e) interested United Nations organs; and (f) non-governmental organizations, and other organizations and institutions. Such statements should be limited to four minutes.

11. The closing plenary meeting, to be held on the morning of Friday, 22 March, is expected to conclude with presentations of oral summaries by the Co-Chairs of the three interactive panel discussions and the adoption of the outcome document of the

Conference and the report of the Conference, as well as with closing statements by the President of the Conference and the Secretary-General of the Conference.

### C. Panel discussions

12. The Conference will include three interactive panel discussions, to be held as follows on Thursday, 21 March:

From 10 a.m. to 1 p.m., concurrently with the plenary meeting, panel discussion 1, on the theme “Comparative advantages and opportunities of South-South cooperation and sharing of experiences, best practices and success stories”

From 3 to 6 p.m., concurrent panel discussions 2 and 3, on the respective themes “Challenges and the strengthening of the institutional framework of South-South cooperation and triangular cooperation” and “Scaling up the means of implementation of the 2030 Agenda for Sustainable Development in support of South-South cooperation and triangular cooperation”

13. Panel discussions 1 and 2 will be held in conference room D, and panel discussion 3 will be held in the plenary hall.

14. Each panel discussion will be presided over by two Co-Chairs, to be appointed by the President of the Conference. The dialogues will consist of introductory remarks by the Co-Chairs, presentations by up to four high-level panellists selected by the Secretary-General of the Conference and an interactive debate among participating States and other relevant stakeholders.

15. The panel discussions will be interactive and multi-stakeholder in nature. Each will be open to participation by representatives of participating States, up to eight representatives of intergovernmental organizations, up to eight relevant entities of the United Nations system and up to six representatives of non-governmental organizations and other stakeholders. Registration will be on a first-come, first-served basis. States participating in the Conference and other participants are encouraged to be represented at the sessions at the highest possible level. Each participant may be accompanied by one adviser.

16. At the discretion of the Co-Chairs, priority in the order of speakers will be given to those speaking at the level of Head of State or Government or at the ministerial or other high level, followed by high-level representatives of other stakeholders, taking into account that there will be no prepared list of speakers. The high-level round-table sessions should be aimed at achieving a balance between speakers from participating States and representatives of intergovernmental organizations, entities of the United Nations system and other stakeholders. To enable maximum participation, interventions should not exceed three minutes.

17. Representatives of participating States, the European Union and associate members of regional commissions are invited to indicate to the Secretariat by email ([duap@un.org](mailto:duap@un.org) and [pricec@un.org](mailto:pricec@un.org)) the order of preference for the panel discussions in which they would like to have a speaking slot, and to provide the name, title and level of participation, before the deadline of 15 March 2019. Pursuant to paragraph 16 above, representatives of intergovernmental organizations, entities of the United Nations system, non-governmental organizations and other stakeholders wishing to participate in the panel discussions are invited to register by filling out the online form on the Conference website before 8 March 2019, indicating the order of preference for the discussions in which they would like to participate, and to provide the name, title and level of participation.

18. Concept notes for the three interactive panel discussions will be made available on the Conference website.

#### **D. Main Committee**

19. Should a main committee be established, in accordance with rule 46 of the rules of procedure of the Conference, ad hoc arrangements will be made.

#### **E. Timetable for the work of the Conference**

20. A proposed timetable for the work of the Conference is contained in the annex to the present note and on the Conference website, [www.unsouthsouth.org/bapa40/programme/](http://www.unsouthsouth.org/bapa40/programme/). Updated information will be posted on the Conference website and announced in the daily *Journal of the United Nations* devoted to the Conference.

#### **F. Organization of meetings and other events of the Conference**

21. Meetings will be held as indicated in the annexed timetable. To ensure the most efficient utilization of available resources, it is essential that all meetings start promptly.

22. Side events will be organized by participants in the Conference. Guidelines for submitting proposals to organize such events are available on the Conference website of the host country, [www.cancilleria.gob.ar/userfiles/ut/side-events-guideline-bapa40.pdf](http://www.cancilleria.gob.ar/userfiles/ut/side-events-guideline-bapa40.pdf), and a list of those events will be made available on that website.

#### **V. Appointment of the members of the Credentials Committee**

23. Rule 4 of the rules of procedure of the Conference provides that a Credentials Committee of nine members shall be appointed at the beginning of the Conference. Its composition shall be based on that of the Credentials Committee of the General Assembly of the United Nations at its seventy-third session. It shall examine the credentials of representatives and report to the Conference without delay.

#### **VI. Participants**

24. States Members of the United Nations, members of the specialized agencies that have received a standing invitation from the General Assembly to participate in the capacity of observers in the sessions and work of the Assembly, associate members of the regional commissions, specialized agencies and related organizations, other intergovernmental organizations, United Nations organs, international financial institutions and non-governmental organizations, civil society organizations, academic institutions, the scientific community, the private sector and philanthropic organizations will participate in accordance with resolution [71/318](#) and the rules of procedure of the Conference.

#### **VII. Secretariat**

25. The Secretary-General of the Conference will serve as focal point within the Secretariat for providing support to the organization of the Conference, in cooperation with the representatives of the President. In February 2019, the Secretary-General of

the United Nations nominated the Administrator of the United Nations Development Programme as the Secretary-General of the Conference.

## **VIII. Documentation**

26. In accordance with the practice followed at previous United Nations conferences, the official documentation of the Conference will include documents issued before, during and after the Conference.

27. In accordance with the practice followed at previous United Nations conferences, it is recommended that the Conference adopt a report consisting of the decisions of the Conference, including the intergovernmentally agreed outcome, procedural summaries of the plenary meetings, summaries of the interactive panel discussions and the action taken at the plenary meetings.

28. All Conference documentation will be available on the Conference website, [www.unsouthsouth.org/bapa40/programme/](http://www.unsouthsouth.org/bapa40/programme/).

## **IX. Media coverage**

29. Press releases summarizing the proceedings of the plenary meetings and panel discussions will be issued by the Secretariat.

## Annex

### Proposed timetable for the work of the second High-level United Nations Conference on South-South Cooperation

Buenos Aires, 20–22 March 2019

*Date/time*

*Agenda item/programme*

#### Wednesday, 20 March

##### 1st plenary meeting

10 a.m.–1 p.m.	1	Opening of the Conference
	2	Election of the President
	1	Opening statements
	3	Adoption of the rules of procedure
	4	Adoption of the agenda
	5	Election of officers other than the President
	6	Organization of work
	7 (a)	Credentials of representatives to the Conference: Appointment of members of the Credentials Committee
8	General debate on the role of South-South cooperation and the implementation of the 2030 Agenda for Sustainable Development: challenges and opportunities	

##### 2nd plenary meeting

3–6 p.m.	8	General debate on the role of South-South cooperation and the implementation of the 2030 Agenda for Sustainable Development: challenges and opportunities
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#### Thursday, 21 March

##### 3rd plenary meeting

10 a.m.–1 p.m.	8	General debate on the role of South-South cooperation and the implementation of the 2030 Agenda for Sustainable Development: challenges and opportunities
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##### Interactive panel discussions

10 a.m.–1 p.m.	9 (a)	Interactive panel discussions: Panel 1: comparative advantages and opportunities of South-South cooperation and sharing of experiences, best practices and success stories
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*Date/time**Agenda item/programme***Interactive panel discussions**

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|----------|---|
| 3–6 p.m. | 9 (b) Interactive panel discussions:<br>Panel 2: challenges and the strengthening of the institutional framework of South-South cooperation and triangular cooperation                                  |
| 3–6 p.m. | 9 (c) Interactive panel discussions:<br>Panel 3: scaling up the means of implementation of the 2030 Agenda for Sustainable Development in support of South-South cooperation and triangular cooperation |

**Friday, 22 March****4th plenary meeting**

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|----------------|---|
| 10 a.m.–1 p.m. | 8 General debate on the role of South-South cooperation and the implementation of the 2030 Agenda for Sustainable Development: challenges and opportunities |
|                | 7 (b) Credentials of representatives to the Conference:<br>Report of the Credentials Committee  |
|                | 9 (d) Interactive panel discussions:<br>Summaries by the Co-Chairs  |
|                | 10 Adoption of the outcome document of the Conference   |
|                | 11 Adoption of the report of the Conference   |
|                | 12 Closing of the Conference  |