

**Hundred and seventy-first session**

171 EX/23  
PARIS, 9 March 2005  
Original: English and French

Item 31 of the provisional agenda

**DRAFT PLAN FOR THE ORGANIZATION OF THE WORK  
OF THE 33rd SESSION OF THE GENERAL CONFERENCE**

**SUMMARY**

The Director-General submits to the Executive Board a draft plan for the organization of the work of the 33rd session of the General Conference. This document will be amended on the basis of the decisions of the Board with a view to its submission to the General Conference at its 33rd session (33 C/2).

## I. GENERAL REMARKS

1. The proposals submitted to the Executive Board in 2003 for the organization of the work of the 32nd session of the General Conference were based on 29 C/Resolution 87, adopted on the basis of the recommendations of the “Ad hoc working group on the structure and function of the General Conference” (28 C/Resolution 37.2) and on decision 6.1.1/6.1.2 adopted by the Executive Board at its 160th session which was designed to take account of the substantial reduction in funds allocated to the General Conference, primarily by shortening its duration. The proposals relating to the 33rd session are in accordance with the same options.

### Timetable and times of meetings

2. The 33rd session of the General Conference will open on **Monday, 3 October 2005** at 10 a.m. and will conclude its work on **Friday, 21 October 2005**. It is anticipated that meetings will not normally take place on Saturday afternoons. Meetings will be held from **10 a.m. to 1 p.m.** and from **3 p.m. to 6 p.m.** (with possible extensions). 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

3. In the general policy debate, it is recommended that speakers restrict their statements to **eight minutes**, as at the three previous sessions,<sup>1</sup> in accordance with the procedures outlined in paragraph 14 below. In the Commissions, the Chairpersons will take whatever measures they deem appropriate regarding any time limits on statements.

### Seating arrangements

4. In all rooms, the Member States will be seated in the alphabetical order of their names in French, beginning with ....., whose name has been drawn by lot.<sup>2</sup>

## II. DOCUMENTATION AND INFORMATION FOR DELEGATES

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

- **33 C/...** : These are documents requiring a decision by the General Conference; they constitute the main series of documents;
- **33 C/INF...** : These documents bring information to the attention of the General Conference but do not require a decision;
- **33 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;
- **33 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.);
- **33 C/DR...** : This series comprises draft resolutions submitted by Member States.

<sup>1</sup> 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.

<sup>2</sup> The drawing of lots will take place at the 171st session of the Executive Board.

6. 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 (33 C/INF.4).

7. Most of the documents will be sent to Member States before the session. Delegations will also receive, on arrival, a full set of documents, which will also be available in the rooms in which they come up for consideration. 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/confgen> 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 basis overview of the work of the Conference and also contains official notices and other information of interest to participants).

### III. VOTING RIGHTS

8. 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.

9. 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”. But 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.

10. 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.

### IV. PLENARY MEETINGS

#### Opening of the 33rd session

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

**Plenary meetings****Other meetings****Monday  
3/10**First plenary meeting

- 10 a.m.
- 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**Tuesday  
4/10**

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 Programme and Budget for 2006-2007 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

13. The Executive Board approved the proposals that the Director-General submitted to it with a view to improving, as from the 32nd session of the General Conference, 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 too at the 33rd session. Immediately after the 171st session of the Board, the representatives of Member States will be invited, pursuant to the above-mentioned decision, to submit to the Secretariat, within a time limit of one month, several dates for their representative's statement in the general policy debate, indicating their preferences and specifying the representative's name and status. On that basis, a provisional list of speakers will be drawn up, taking the wishes expressed and the speakers' protocol rank into account.

14. 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.**

## Elections

15. The election of **Members of the Executive Board** will take place on **Friday, 14 October 2005**, 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 Saturday, 15 October.<sup>3</sup> 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 48 hours before the beginning of the ballot" (that is, by 9 a.m. on 12 October).

16. The appointment of the Director-General is scheduled for Wednesday, 12 October (morning).

17. Voting in all the other elections will be organized by the Nominations Committee, which will submit the results to the plenary for approval.

## V. GENERAL COMMITTEE OF THE GENERAL CONFERENCE

18. 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 Chairman 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 Tuesday, 4 October.

## VI. COMMISSIONS

19. 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 Programme Commissions reflecting the structure of the Draft Programme and Budget under consideration and,

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<sup>3</sup> 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).

on the other, the Administrative Commission. The structure of document 33 C/5 entails the establishment, as at the 32nd session, of the following five Programme Commissions:<sup>4</sup>

- Commission I: General questions and programme support;
- Commission II: Education;
- Commission III: Natural sciences; Social and human sciences;
- Commission IV: Culture;
- Commission V: Communication.

20. Annex II shows the envisaged allocation of agenda items to the various organs of the Conference.

21. 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.

22. 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.

## VII. COMMITTEES

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

24. 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.

25. 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 Monday, 3 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.

26. 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

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<sup>4</sup> The two cross-cutting themes (“Eradication of poverty, especially extreme poverty” and “The contribution of information and communication technologies to the development of education, science and culture and the construction of a knowledge society”) will be considered by the relevant programme Commissions, each one in respect of the part that concerns the Commission in question.

has been designated by the General Conference. At the 33rd session it will be composed of the following 21<sup>5</sup> members, elected at the 32nd session:

Algeria	Czech Republic	Italy
Argentina	Egypt	Japan
Azerbaijan	France	Madagascar
Bahamas	Germany	Mauritania
Cameroon	Ghana	Morocco
Canada	Haiti	Saint Lucia
Chile	India	United States of America

27. 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 33rd session, it will be composed of the following 24 Member States, elected by halves at the 31st and 32nd sessions respectively:

Colombia	Kenya	Philippines
Congo	Madagascar	Romania
Democratic People's Republic of Korea	Malawi	Rwanda
Dominican Republic	Mauritania	Sri Lanka
France	Mauritius	Thailand
Finland	Monaco	Turkey
Iraq	Oman	Ukraine
Japan	Panama	Uruguay

### VIII. EXAMINATION OF THE DRAFT PROGRAMME AND BUDGET FOR 2006-2007 (33 C/5): DRAFT RESOLUTIONS PROPOSING AMENDMENTS

28. 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.<sup>6</sup> 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 III), 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.

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

30. Member States proposing draft resolutions 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 33 C/5 that would be curtailed**

<sup>5</sup> At its 32nd session (2003) the General Conference decided to increase the number of the members of the Legal Committee to 24 (32 C/Resolution 78) as of the election to take place at its 33rd session.

<sup>6</sup> 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.

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 V.

31. 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 I 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.

## IX. SPECIAL MEETINGS DURING THE 33rd SESSION

32. The installation of the Director-General is scheduled for Friday, 21 October (morning).

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

34. A **round table** will be organized for **ministers of education** on the theme “**Education for All**”. 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 7 and 8 October.

35. Another **round table** will be organized for **ministers of science** in the Member States, devoted to the **Basic Sciences**. This round table is scheduled to take place on 13 and 14 October.

36. As during the 32nd session, a **Youth Forum** will be held immediately before the opening of the General Conference, from 30 September to 2 October (see Annex VI).

37. Furthermore, a special ceremony to mark the forthcoming 60th anniversary of the Organization will be held in the afternoon of 5 October. The general policy debate will resume the following morning.

38. More detailed information on these special meetings will be provided to delegations at a later date.

39. The Executive Board may wish to adopt a decision along the following lines:

The Executive Board,

1. Having considered document 171 EX/23,
2. Approves the suggestions contained in that document, subject to the following comments:  
...  
...  
...
3. Invites the Director-General to draw up on this basis document 33 C/2 on the organization of the work of the General Conference.



## ANNEX I

### 33<sup>rd</sup> SESSION OF THE GENERAL CONFERENCE PROVISIONAL TIMETABLE OF WORK

DATE	PLENARY MEETING		ADM	I	II	III	IV	V	LEG	CRE	NOM	BUR	
OCTOBER	3 MON	1 } Items 1.1, 1.2, 1.4-1.7, 9.1, Report of the Youth Forum 2 }								1	1 } Item 1.5		
	4 TUE	3 } General Policy Debate (Items 2.1, 2.2) 4 }	1 } Item 1.3 <sup>(5)</sup> 2 } Items		1 } Item 3.1 2 } Item 4.2				1 } Item 4.2 2 } (DRs)	3 4		1 2 } Item 12.1	
	5 WED	5 } 6 } Celebration of 60 <sup>th</sup> anniversary	3 } 4.1, 4.2 4 } (I, II, III.A, III.C,		3 } (MP.I), 4 } Items				3 } 4 }				
	6 THU	7 } 8 }	5 } III.D, IV), 6 }		5 } 5.3, 8.1 6 }				5 } Item 6 } 7.1			3 } Item 12.1	
	7 FRI	9 } General Policy Debate (continued) 10 }	7 } Items 10.1-10.12 (3)			1 } Item 3.1 2 } Item 4.2							2
	8 SAT	11 }	9 }			3 } (MP.III),							
	9 SUN	12 }	13 }										
	10 MON	14 }	15 }			7 Report	4 } Items 5.4, 8.2 5 }						
	11 TUE	16 }	17 }		1 } Item 3.1 2 }		6 } Item 4.2 7 } (MP.II),		1 } Item 3.1 2 } Item 4.2			4 } Item 12.1	3
	12 WED	18 } DG's reply Item 11.1 (Appointment of the Director-General) 19 }	12 Report	3 } Item 4.2 4 } (II.A, II.B,		8 } Item 5.6 9 }			3 } (MP.V), 4 } Items				
	13 THU	20 }	21 }	5 } II.C, 6 } III.B),				1 } Item 3.1 2 } Item 4.2	5 } 5.7, 8.4 6 }			5 } Items 12.2-12.16	
	14 FRI	22 }	23 }	7 } Items 8 } 5.1, 6.1,			10 Report	3 } (MP.IV), 4 } Items 5.2,				6 } Items 12.2-12.16	4
	15 SAT	24 }	25 }	9 } 6.2, 6.3				5 } 5.3, 5.5, 8.3					
	16 SUN	26 }	27 }										
	17 MON	28 }	29 }		10 } 11 }			6 } 7 }	7 Report				
	18 TUE	30 }	31 }					8 }				7 } Items 8 } 12.2-12.16	5
	19 WED	17 } Item 13.1, Adoption of reports 18 }			12 Report								
	20 THU	19 } 20 }						9 Report					
	21 FRI	21 } Installation of the Director-General Item 4.3, Closure 22 }											

(1) Item 12.1 – Election of Members of the Executive Board.

(2) Item 12.1 – Second round if necessary.

(3) Ministerial round table: "Education for All".

(4) Ministerial round table: "Basic sciences".

(5) The Commission may return to this item at a later stage.

## ANNEX II

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

#### **Plenary**

- 1.1 Opening of the session by the President of the 32nd 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 2002-2003, introduced by the Chairman of the Executive Board
- 2.2 Report by the Executive Board on its own activities in 2004-2005 including its methods of work
- 4.3 Adoption of the Appropriation Resolution for 2006-2007
- 9.1 Request for the admission of Palestine to UNESCO
- 11.1 Appointment of the Director-General
- 12.1 Election of Members of the Executive Board
- 13.1 Venue of the 34th session of the General Conference

#### **Commission I**

- 3.1 Preparation of the Draft Programme and Budget for 2008-2009 (34 C/5)

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007
- Part II.A UNESCO Institute for Statistics
  - Part II.B Participation Programme
  - Part II.C Programme-related services<sup>1</sup>
  - Part III.B External Relations and Cooperation
- 5.1 Proposals by Member States for the celebration of anniversaries in 2006-2007 with which UNESCO could be associated
- 6.1 Report by the ad hoc working group on the relations between the three organs of UNESCO
- 6.2 Implementation of 32 C/ Resolution 79: Grouping of Member States for the purpose of elections to the Executive Board – Recommendations of the Executive Board
- 6.3 Principles and guidelines regarding the establishment and operation of UNESCO institutes and centres (category 1) and institutes and centres under the auspices of UNESCO (category 2)

## **Commission II**

- 3.1 Preparation of the Draft Programme and Budget for 2008-2009 (34 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007  
– Part II.A: Major Programme I – Education
- 5.3 Implementation of 32 C/Resolution 54 concerning educational and cultural institutions in the occupied Arab territories
- 8.1 Draft international convention against doping in sport

## **Commission III**

- 3.1 Preparation of the Draft Programme and Budget for 2008-2009 (34 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007  
– Part II.A: Major Programme II – Natural sciences  
– Part II.A: Major Programme III – Social and human sciences
- 5.4 Celebration of an international year of global consciousness and the ethics of dialogue among peoples
- 5.6 Strategy for establishing a global tsunami warning system
- 8.2 Draft declaration on universal norms on bioethics

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<sup>1</sup> 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

#### **Commission IV**

- 3.1 Preparation of the Draft Programme and Budget for 2008-2009 (34 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007
  - Part II.A: Major Programme IV – Culture
- 5.2 Jerusalem and the implementation of 32 C/Resolution 39
- 5.3 Implementation of 32 C/Resolution 54 concerning educational and cultural institutions in the occupied Arab territories
- 5.5 The misuse of religious symbols and expressions
- 8.3 Preliminary draft convention on the protection of the diversity of cultural contents and artistic expressions

#### **Commission V**

- 3.1 Preparation of the Draft Programme and Budget for 2008-2009 (34 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007
  - Part II.A: Major Programme V – Communication and information
- 5.7 UNESCO and the World Summit on the Information Society
- 8.4 Establishment of a system of reports by Member States to the General Conference on measures taken to implement the Recommendation concerning the Promotion and Use of Multilingualism and Universal Access to Cyberspace

#### **Administrative 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 2006-2007 and budgeting techniques
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007
  - 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 Administration, maintenance and renovation of Headquarters premises<sup>2</sup>
  - Part IV Anticipated cost increases

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<sup>2</sup> Chapter 1 – Administrative coordination and support  
Chapter 2 – Accounting and financial control  
Chapter 3 – Information systems and telecommunications  
Chapter 4 – Procurement  
Chapter 5 – Conferences, languages and documents  
Chapter 6 – Common services, maintenance, security, utilities and management of premises and equipment

- 10.1 Report by the Director-General on the implementation of the reform process
- 10.2 Financial report and audited financial statements relating to the accounts of UNESCO for the financial period ended 31 December 2003, and report by the External Auditor
- 10.3 Financial report and interim financial statements relating to the accounts of UNESCO as at 31 December 2004 for the financial period ending 31 December 2005
- 10.4 Modernization of UNESCO's approach to recording expenditures
- 10.5 Scale of assessments and currency of Member States' contributions
- 10.6 Collection of Member States' contributions
- 10.7 Working Capital Fund: Level and administration
- 10.8 Staff Regulations and Staff Rules
- 10.9 Staff salaries, allowances and benefits
- 10.10 Report by the Director-General on the situation of the geographical distribution of the staff
- 10.11 United Nations Joint Staff Pension Fund and UNESCO Staff Pension Committee
- 10.12 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 2006-2007

#### **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 34th session of the General Conference
- 12.3 Election of members of the Headquarters Committee
- 12.4 Election of an External Auditor
- 12.5 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
- 12.6 Election of members of the Council of the UNESCO International Bureau of Education (IBE)
- 12.7 Election of members of the Intergovernmental Council for the Information for All Programme (IFAP)

- 12.8 Election of members of the International Coordinating Council of the Programme on Man and the Biosphere (MAB)
- 12.9 Election of members of the Intergovernmental Council of the International Hydrological Programme (IHP)
- 12.10 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
- 12.11 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
- 12.12 Election of members of the Intergovernmental Council of the International Programme for the Development of Communication (IPDC)
- 12.13 Election of members of the Intergovernmental Council of the Management of Social Transformations (MOST) Programme
- 12.14 Election of members of the Intergovernmental Committee on Bioethics
- 12.15 Election of the members of the Intergovernmental Committee for Physical Education and Sport (CIGEPS)
- 12.16 Election of members of the Governing Board of the UNESCO Institute for Statistics (UIS)

### **Legal Committee<sup>3</sup>**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2006-2007 (draft resolutions)
- 7.1 Legal framework for the elaboration, examination, adoption and follow-up of declarations, charters and other similar standard-setting instruments adopted by the General Conference and not covered by the Rules of Procedure concerning recommendations to Member States and international conventions covered by the terms of Article IV, paragraph 4, of the Constitution

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

### ANNEX III

#### **“EXPLANATORY NOTE FOR THE IMPLEMENTATION OF RULES 80 AND 81, SECTION XIV, OF THE RULES OF PROCEDURE OF THE GENERAL CONFERENCE<sup>1</sup>**

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 document) 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,<sup>2</sup> 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.<sup>3</sup>*

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,<sup>4</sup> 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,<sup>5</sup> its President or on his behalf the Director-General shall receive from*

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<sup>1</sup> Adopted by the Legal Committee in November 2000.

<sup>2</sup> By 1 July.

<sup>3</sup> By 14 August.

<sup>4</sup> By 8 September.

<sup>5</sup> By 23 September.

*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.*

*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 IV

**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 RESOLUTIONS<sup>1</sup>**  
(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).

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<sup>1</sup> Excerpt from the report adopted by the Legal Committee at its November 2002 meeting.

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 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 V

**FORM FOR THE SUBMISSION OF DRAFT RESOLUTIONS  
PROPOSING THE ADOPTION OF AMENDMENTS  
TO THE DRAFT PROGRAMME AND BUDGET FOR 2006-2007**

**33rd SESSION OF THE GENERAL CONFERENCE**

**Draft resolution proposing the adoption of amendments to the Draft Programme and Budget for 2006-2007**

**Submitted by:**

State(s) .....

**Referring to:**

**Either**

• .....

Major Programme:  
(or cross-cutting theme)

Programme: .....  
(or chapter for Parts I, II.B, II.C, III.A, III.B, III.C)

or

Proposed resolution (specify paragraph(s)):

.....

**Proposed modification, deletion or addition:**

State if possible the amount of budgetary implications of the proposed amendment:

.....

**Indicate** the proposed source of funding (budget proposed for one or other of the subprogrammes, cross-cutting themes or chapters of document 33 C/5 or extrabudgetary resources):

.....

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 VI

### THE UNESCO GENERAL CONFERENCE YOUTH FORUM (2005)

#### 1. Title

The UNESCO General Conference Youth Forum (2005)

#### 2. Date and duration

The Forum will be held just before the 33rd session of the General Conference and will last for three days: from Friday, 30 September to Sunday, 2 October 2005.

There will be three (or more) working groups meeting simultaneously throughout the thematic sessions, whose composition will depend on the number of participants in the Forum.

#### 3. Objective

The main objective of the Forum is to involve young people in the discussions currently taking place within the Organization on the priority accorded to certain programmes and projects and to provide a youthful approach.

#### 4. Format

The Forum will comprise six meetings: an opening and closing plenary meeting, and four thematic sessions, each comprising an introductory plenary meeting followed by working groups.

The opening plenary meeting will inaugurate the Forum and adopt the agenda and working methods.

The plenary meeting will be followed by a series of four thematic sessions. Each session will address one subject only, which will be introduced in a plenary meeting in the form of a statement. These statements will focus on the four main themes.

There will then be a 20-minute discussion to serve as a starting-point for the working groups. Following each introductory plenary meeting, the participants will split up into working groups.

The closing plenary meeting will discuss and adopt the final report prepared by the Drafting Committee elected by the Forum's participants.

#### 5. Themes

A very broad consultation via a discussion forum specially set up on the Internet site was launched in December 2004 in order to define the priority themes, such as the dialogue between cultures and civilizations. Delegates to previous Youth Forums and the National Commissions are participating in this discussion.

#### 6. Result

The Forum will close with a final plenary meeting, which will adopt a report reflecting the young people's ideas on selected priorities within the themes proposed. Projects submitted by these young people to UNESCO will serve as concrete indicators of the aptitude of young people to implement their own ideas.

The final report of the Youth Forum will be presented to the General Conference as a document setting out the priorities of young people at the beginning of the twenty-first century with regard to the relevant UNESCO programmes.

## **7. Criteria for participation**

Governments will be asked to include in their delegations, at their own expense, youth delegates who are under 30 years old and who represent youth organizations of Member States. In order to ensure wide representation, Member States are invited to cover the participation costs of young delegates from developing countries, and to show their goodwill in the search for extrabudgetary funds.