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联合国教育、
科学及文化组织

The Co-Chairs of the Sub-Group on “Structure, composition and methods of work of the Governing Bodies (General Conference and Executive Board)”

**To all Permanent
Delegates to UNESCO**

Ref: GBS/SCG/16/039

23 May 2016

Sir, Madam,

We wish to refer to 38 C/Resolution 101 which the General Conference adopted at its last session, and by which it established an open-ended Working Group on governance, procedures and working methods of the governing bodies of UNESCO.

During the second meeting of the Working Group on 1 April 2016, Member States approved the proposal to establish two sub-groups to address the identified topics for discussion on the basis of the agreed Terms of Reference of the Working Group.

It was agreed that Sub-Group 1 would address the “**Structure, composition and methods of work of the Governing Bodies (General Conference and Executive Board)**” and would carry out its work in 2016.

We are pleased to confirm that the first meeting of Sub-Group 1 will take place, as scheduled, on Thursday 2 June 2016 in room XI (Fontenoy building) from 10 a.m. to 1 p.m. and from 3 to 6 p.m.. Interpretation of the proceedings will be provided in English and French.

We are enclosing the provisional agenda and programme of work of the meeting which was extensively discussed with each electoral group. Also attached is an annotated draft agenda and Informal Summary of Contributions from Member States stemming from the discussions of the Working Group of 1 April as well as from the additional inputs.

We look forward to your participation in the open-ended sub-group.

Yours sincerely,

Gry Ulverud
Deputy Permanent Delegate
of the Kingdom of Norway
to UNESCO

Jesus Enrique G. Garcia II
Deputy Permanent Delegate
of the Republic of the
Philippines to UNESCO

Cc: Chairperson of the Executive Board
Director-General of UNESCO