



**General Conference**  
35th session, Paris 2009

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United Nations  
Educational, Scientific and  
Cultural Organization

Organisation  
des Nations Unies  
pour l'éducation,  
la science et la culture

Organización  
de las Naciones Unidas  
para la Educación,  
la Ciencia y la Cultura

Организация  
Объединенных Наций по  
вопросам образования,  
науки и культуры

منظمة الأمم المتحدة  
للتربية والعلم والثقافة

联合国教育、  
科学及文化组织

35 C/2 Rev.  
25 September 2009  
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Item 1.6 of the provisional agenda

**ORGANIZATION OF THE WORK OF THE SESSION**

**OUTLINE**

**Source:** Rules of Procedure of the General Conference; 29 C/Resolution 87 and 33 C/Resolution 92, 160 EX/Decisions 6.1.1/6.1.2, 180 EX/Decision 32, 181 EX/Decision 32 and 182 EX/36 (II).

**Background:** At its 181st session, the Executive Board considered the proposals submitted by the Director-General concerning the organization of the work of the 35th session of the General Conference (181 EX/32 Parts I and II and 181 EX/INF.3). This document was drawn up on the basis of its conclusions. It is an update of document 35 C/2 revised to include the additional questions received on 25 August 2009 in the assignment of items by Commission. Furthermore, to make for easier reading, this revised version does not include the three annexes regarding the submission of draft amendments to document 35 C/5, for which the deadline (21 August 2009) predates the deadline for publication of this document. In addition, this document includes an updated version of the provisional timetable (Annex II) that incorporates changes made since the publication of document 35 C/2.

**Purpose:** The plan for the organization of the work recommended to the General Conference closely resembles the plan adopted at the 34th session (2007), but includes new elements in response to the recommendations contained in the report by the President of the 34th session on the subject (35 C/43).

**Decision required:** After examining this document, the General Committee of the General Conference will submit to the plenary its recommendations concerning the organization of the work of the session.

## I. GENERAL REMARKS

1. The proposals for the organization of the work of the last sessions of the General Conference were based on 29 C/Resolution 87, which itself stemmed from the recommendations of the “ad hoc working group on the structure and function of the General Conference” (28 C/Resolution 37.2) as well as on 160 EX/Decision 6.1.1/6.1.2 adopted by the Executive Board at its 160th session which responded to the substantial reduction in funds allocated to the General Conference, primarily by shortening its duration.

2. In addition, the plan for the organization of the work of the 34th session took into account a number of important additional considerations, in particular the different recommendations contained in 33 C/Resolution 92 (relations between the three organs of UNESCO).

3. Furthermore, at the 34th session, the members of the General Committee, during an additional meeting of the Committee convened by the President at the request of several Member States, took stock of the strengths and weaknesses of the organization, of the work of the session and encouraged the President to establish a working group to formulate recommendations for the improvement of a number of aspects of the Conference’s organization. The informal working group set up by the President worked between November 2007 and May 2008 and reached a number of conclusions that were summarized by the President in his report on the organization of the work of the General Conference. This report (32 C/43) is proposed for examination by the General Conference under item 1.6 of the provisional agenda and was brought to the attention of the Executive Board at its 180th session during its examination of item 32: Proposals concerning the organization of the work of the 35th session of the General Conference. On that occasion, the Executive Board noted with appreciation the report by the President of the General Conference and invited the Director-General to consider incorporating a number of elements that could beneficially be utilized in drawing up the draft plan for the organization of the 35th session of the General Conference.

4. The present document has thus been drawn up on the basis of the recommendations made by the Board in 180 EX/Decision 32 and in 181 EX/Decision 32. In addition, it may be said that all the above-mentioned reform efforts had a common characteristic: the wish by Member States to enhance the decision-making role of the General Conference and to render its sessions more flexible, interesting, lively and interactive, in particular for the great number of ministers and other high-ranking delegates attending each session of the Conference.

5. Therefore, in order to take account of all these considerations, a number of structural changes and innovative approaches are proposed in the present document. Notwithstanding the further budgetary decrease under General Conference activities in document 34 C/5, the Director-General believes it possible to accommodate a good part of the above-mentioned recommendations by making additional efforts focused on the rationalization of the methods of work of the General Conference – particularly as far as documentation is concerned – and on the optimization of the management of human resources serving the Conference.

### Timetable and times of meetings

6. The 35th session of the General Conference will open on **Tuesday, 6 October 2009** at 10 a.m. and will conclude its work on **Friday, 23 October 2009**. Meetings will be held from **10 a.m. to 1 p.m.** and from **3 p.m. to 6 p.m.** 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

7. In the **General Policy Debate**, it is recommended that speakers restrict their national general policy statements to **six minutes**, in accordance with the procedures outlined in paragraph

20 below. In the commissions, the chairpersons will take whatever measures they deem appropriate regarding any time limits on statements.

### Seating arrangements

8. In all rooms, the Member States will be seated in the alphabetical order of their names in French, beginning with Norway, whose name was drawn by lot at the 181st session of the Executive Board. The Executive Board has examined the situation of seating in Room I, as the Director-General had reported past problems regarding seating (some delegations split in two by aisles), which caused complaints from several delegations. Room I, now that the Organization has 193 Member States, is reaching full capacity and any possible redesign of the Room would be well beyond the Organization's current budgetary resources. It was proposed either to retain the current arrangements (two seats at the desk, two behind), despite the small disadvantages these entail, or to rearrange the seating so that all Member States have two seats (one in front at the desk, one behind) in the front rows of Room I, and two additional seats further back in the room. The Executive Board wishes that the current arrangements be maintained.

## II. DOCUMENTATION AND INFORMATION FOR DELEGATES

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

- **35 C/...**: These are documents requiring a decision by the General Conference; they constitute the **main series** of documents.
- **35 C/INF...**: These documents bring information to the attention of the General Conference but do not require a decision.
- **35 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.
- **35 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.).
- **35 C/DR...**: This series comprises draft resolutions submitted by Member States.

10. 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.

11. Most of the documents will be sent to Member States before the session. Delegations will also receive, on arrival, a full set of documents. A limited number of spare copies will also be available in the meeting rooms.<sup>1</sup> 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/en/general-conference> 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 *E-Journal* of the General Conference (an online information tool which provides a daily overview of the work of the Conference and also contains official notices and other information of interest to participants).

12. As in the previous session, it is proposed, among the measures envisaged to cope with the budget decrease, to replace the production of provisional verbatim records by the production of

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<sup>1</sup> The number of spare copies of all documentation is being reduced in response to the budget constraints, and Member States' understanding and cooperation are sought.

unedited transcripts of all plenary meetings, to be made readily available on the website. This measure was efficiently enacted at the 34th session of the General Conference. The final form of the verbatim records of all plenary meetings (Volume II of the Acts of the General Conference) would still be produced and distributed to all Member States and, as it was the case at the 34th session, the oral statements made in plenary by the Chairs of the subsidiary organs to present their respective reports during the final phase of the Conference will subsequently be published as information documents.

### III. VOTING RIGHTS

13. 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.

14. 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.

15. 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. It is to be noted, nevertheless, that recommendation 9 of 33 C/Resolution 92 contains a decision delegating their examination to the Executive Board at its session immediately preceding the General Conference.

### IV. PLENARY MEETINGS

#### Opening of the 35th session and ensuing plenary meetings

16. The General Conference will open on Tuesday, 6 October, at 10 a.m. Following the addresses by its Temporary President (President of the 35th session), the Chairman of the Executive Board and the Director-General, the Conference will establish the Credentials and Nominations Committees (which will immediately hold their first meetings), examine and adopt its agenda, and examine the recommendations by the Executive Board on the admission of observers from international non-governmental organizations.

17. The afternoon session will start by the election of the President and Vice-Presidents of the General Conference and the establishment of Commissions and Committees, followed by addresses by the Chairman of the Board and the Director-General to introduce the General Policy Debate.

18. The General Policy Debate will thus start on Wednesday, 7 October at 10 a.m. and last until Saturday, 10 October afternoon. The answer by the Director-General to the Debate will take place in the morning of Monday, 12 October.

#### Ministerial segment

19. In order to diversify and expand their speaking and exchange opportunities, Ministers and other Heads of Delegation attending the Conference will have the opportunity to participate in both the **General Policy Debate** and in the **Plenary Ministerial Forum**.

20. The **General Policy Debate** will continue to take its traditional form of consecutive policy statements made by Heads of Delegation in Room I. The procedure followed since 2003 (165 EX/Decision 7.1) for drawing up the list of speakers will also be followed at the 35th session. Immediately after the 181st session of the Board, Member States were invited by the Director-General (Letter DG/024/09/035 of 26 May 2009) 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 name and status of same. On that basis, a provisional list of speakers will be drawn up, taking the wishes expressed and the speakers' protocol rank into account. Speaking time will be set at **six 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.

21. As recommended by the report of the President of the General Conference, delegations shall be asked to provide – preferably in electronic form – the official statements (short or extended versions, according to their wish) in advance to the Secretariat of the General Conference for distribution. In addition, each Member State is requested to submit an official 10-line summary of the head of delegation's statement. The summary should be provided in English and French (working languages of the Secretariat) as well as in the original language if this was one of the four other working languages of the General Conference. These summaries and the text of the statements will be posted every day online on the General Conference's website. Translation costs would be borne by the Member State concerned, as is the case in New York.

22. Parallel with the national statements made in the General Policy Debate, ministers will have the possibility to interact in the one-day **Plenary Ministerial Forum** held in Room II. The Forum will take place on Thursday, 8 October. It is proposed that the two<sup>2</sup> meetings (morning and afternoon, respectively) be devoted to debate on the following themes:

**first meeting:** (8 October a.m.): *Investing out of the crisis and attaining international development goals – through action in education, the sciences, culture and communication and information;*

**second meeting** (8 October p.m.): *Shaping UNESCO for the next decade as an effective multilateral actor, including in pursuit of international goals and United Nations reform.*

23. All ministers will be invited to participate in the Forum. The day will begin with short introductory statements by the Director-General and the President of the General Conference. Each of the two sessions will be chaired by the President or a Vice-President of the General Conference and will be under the stewardship of a moderator, who will be a well-informed international personality known to be impartial and capable of leading and conducting a dynamic and constructive debate among ministers. Keynote addresses will be made by one or two speakers selected on a balanced geographical basis from among the participating ministers or a personality well versed in UNESCO's programmes and activities. After these addresses, speakers will be given three minutes to speak in a debate open to all attending ministers and guided by the moderator, during which it will be possible to take the floor on several occasions. If a delegation is not represented by a minister, its representatives will be invited to speak once all ministers have finished speaking. No speaker at a rank lower than deputy minister or vice-minister may take the floor during ministerial meetings. If a minister has a longer prepared statement, the allotted speaking time must nonetheless be respected, but the text of the statement may be distributed and posted on the UNESCO Internet portal.

24. As part of the Plenary, these two meetings will be part of the official Proceedings of the Conference. The broad lines of the discussions and any conclusions will be summarized by the moderator and recorded in a summary report, on each Forum meeting, drawn up by the Secretariat

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<sup>2</sup> It had initially been proposed that the Forum hold three meetings. However, the consultation of Member States conducted by the Director-General at the request of the Executive Board (181 EX/Decision 32) has revealed a preference for two meetings instead of three.

and published as an INF document. As with all plenary meetings, a provisional transcript, which will not be revised by the editorial service, will be available immediately and the full text will be recorded in Volume II of the Proceedings of the General Conference. A draft resolution on the preparation of the next draft Programme and Budget (36 C/5), setting out any adjustments to document 34 C/4, will be drawn up by the Secretariat on the basis of statements delivered during the general policy debate, the Director-General's reply to that debate and the conclusions and recommendations of the Plenary Ministerial Forum meetings.

## Elections

25. The election of **Members of the Executive Board** will take place on **Wednesday, 14 October 2009**, 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 Thursday, 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).

26. The election related to the **appointment of the Director-General** is scheduled for **Thursday, 15 October (afternoon)**. An **investiture** ceremony will be organized on 23 October before the closure of the session.

27. Voting in all the **other elections** will be organized by the Nominations Committee, which will submit the results to the plenary for approval. It will, in accordance with the wishes expressed in 33 C/Resolution 92, be organized at as early a juncture as possible, that is, on **Friday, 16 October**.

## V. GENERAL COMMITTEE OF THE GENERAL CONFERENCE

28. 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 Chairperson 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 Wednesday, 7 October.

## VI. COMMISSIONS

29. 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 Medium-Term Strategy and Draft Programme and Budget under consideration and, on the other, the Administrative Commission. As in the 34th session, it has been recommended that the Conference establishes seven commissions:

- PRX Commission: General questions, programme support and external relations;
- ED Commission: Education;
- SC Commission: Natural sciences;

<sup>3</sup> "If two or more candidates obtain the same number of votes and, as a result, there are still more candidates than seats to be filled, there will be a second secret ballot restricted to those candidates who obtained the same number of votes" (Rule 95).

- SHS Commission: Social and human sciences;
- CLT Commission: Culture;
- CI Commission: Communication and information;
- ADM Commission: Finance and administration.

30. Annex I shows the envisaged allocation of agenda items to the various organs of the Conference.

31. 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.

### **Joint meeting of commissions**

32. In order to ensure the necessary interactive discussion of the enhanced interdisciplinary dimensions of the Organization's work, it is proposed that all programme commissions meet jointly, whenever necessary, as resolved following discussion in the General Committee. Furthermore, a joint meeting is scheduled over one-and-a-half days towards the end of the session to examine the following items:

- (a) Item 3.1: Review of the Medium-Term Strategy for 2008-2013; (as appropriate: see Section VIII below);
- (b) Item 3.3: Preparation of the draft Programme and Budget for 2012-2013 (36 C/5). As recommended by the Report of the President of the 34th session on the basis of past practice of the Conference, the Commissions would examine jointly a draft resolution (prepared by the Secretariat on the basis of an analysis of the interventions at the General Policy Debate, the debates of the Plenary Ministerial Forum and the answer by the Director-General) containing the main elements of guidance to the Director-General for the preparation of the ensuing C/5 document, to be adopted in plenary;
- (c) Item 4.2: (i) Draft resolutions proposing amendments (with budgetary implications) addressed to two or more resolutions contained in Volume I of the Draft Programme and Budget for 2010-2011 (35 C/5) (i.e. involving two or more commissions); (ii) Part II.A of 35 C/5 – Intersectoral platforms;
- (d) Item 4.3: Adoption of the Appropriation Resolution for 2010-2011 (preparation).

## **VII. COMMITTEES**

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

34. 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.

35. 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 Tuesday, 6 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.

36. 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 has been designated by the General Conference. The Committee will hold its first meeting at 5 p.m. on Tuesday, 6 October. At the 35th session it will be composed of the following 24 members, elected at the 34th session:<sup>4</sup>

Algeria	India	Monaco
Argentina	Iran (Islamic Republic of)	Philippines
Brazil	Israel	Romania
Burkina Faso	Italy	Serbia
Chile	Jamaica	Slovakia
Egypt	Japan	Sudan
France	Kenya	United States of America
Guatemala	Lebanon	

37. 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 35th session, it will be composed of the following 24 Member States, elected by halves at the 33rd and 34th sessions respectively:

Algeria	Democratic People's Republic of Korea	Mexico
Australia	France	Netherlands
Bangladesh	Ghana	Peru
Bolivia (Plurinational State of)	Lebanon	Saint Lucia
Cameroon	Kazakhstan	Spain
Congo	Kenya	Sweden
Côte d'Ivoire	Lao People's Democratic Republic	Syrian Arab Republic
Czech Republic	Lithuania	Zimbabwe

## VIII. REVIEW OF THE MEDIUM-TERM STRATEGY FOR 2008-2013 (34 C/4)

38. At its 34th session (2007) the General Conference adopted the Medium-Term Strategy for 2008-2013 and decided that the Medium-Term Strategy would be a rolling strategy, and "to review the Medium-Term Strategy at its 35th session, taking into account contributions that may be submitted by Member States, proposals that may be made by the Director-General and recommendations by the Executive Board to that end (34 C/Resolution 1, para. 12).

39. At the time of writing, no Member State has submitted contributions in this regard, and neither the Director-General nor the Executive Board has yet considered it timely to formulate proposals or recommendations for the revision of the Strategy. However, should the Conference wish to proceed to this revision, particularly in the light of the policy orientations of the Ministerial Segment, this item of the agenda (3.1) would be examined by the joint meeting of Commissions, which would submit recommendations for adoption by the Conference.

<sup>4</sup> At the 34th session, Group V(a) presented two candidates for three vacant seats. The remaining vacant seat will be open for election at the 35th session.



## IX. EXAMINATION OF THE DRAFT PROGRAMME AND BUDGET FOR 2010-2011 (35 C/5 AND 35 C/5 REV.): DRAFT RESOLUTIONS PROPOSING AMENDMENTS

40. 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>5</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”, 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.

41. This note was used again in the context of the 32nd, 33rd and 34th sessions, in the light of the “finalization” undertaken by the Legal Committee at its November 2002 meeting and will also apply to the 35th session.

42. According to the above-mentioned explanatory note, this category of draft resolutions must be addressed to an operative paragraph of Part II of the Draft Programme and Budget. Until the 34th session, these paragraphs (the draft resolutions contained in the C/5 document) appeared within a box at the first paragraph of each programme in Part II of the document. The Draft Programme and Budget for 2010-2011 (35 C/5 and Rev.) has been issued, as at the 34th session, in three fascicules (Volumes 1 and 2 plus a Technical Note and Annexes), Volume 1 containing all draft resolutions proposed by the Director-General and thus facilitating the identification of those paragraphs that are subject to amendment through draft resolutions.<sup>6</sup>

43. Member States submitting a draft resolution 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 35 C/5 and Rev. that would be curtailed or abolished for the purpose of releasing appropriate funds, or an attempt to find extrabudgetary resources**. 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 1 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.

44. Draft resolutions will be attributed for examination to the Commission concerned, according to the part of draft document 35 C/5 to which they are addressed. However, should a draft resolution propose shifts in programmatic or budgetary aspects affecting different Major Programmes or Parts of document 35 C/5, its examination would jointly be done by all commissions during a joint meeting, in order to formulate coherent recommendations for adoption by the Plenary.

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<sup>5</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.

<sup>6</sup> The terms of circular letter CL/3888 of 8 July 2009, drawing the attention of the authorities of the Member States to the ongoing process concerning document 35 C/5 and the revised version (35 C/5 Rev.), even though these partial, primarily budgetary, revisions do not affect the draft resolution procedure or the text of any draft resolution contained in Volume I (with the exception of category 1 institutes under Major Programme I), must be borne in mind.

## X. SPECIAL MEETINGS DURING THE 35th SESSION

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

46. The Director-General will organize two commission-level ministerial round tables. The theme of the first **round table** will be: **What Education for the Future? Lessons from the five major international education conferences**. This meeting, which will be held in parallel with the general policy debate, will be open to ministers who wish to take part, on the understanding that those of all Member States are invited to do so. It will be held on Friday 9 October (all day), and on Saturday 10 October, in the morning.

47. The theme of the second **round table** will be: “Building stewardship for the Ocean: the contribution of UNESCO to Responsible Ocean Governance”. This round table is scheduled to take place on 12 October (afternoon) and 13 October (all day).

48. As during previous sessions, a **Youth Forum** will be held immediately before the opening of the General Conference, on Thursday 1, Friday 2 and Saturday 3 October. The report of the Forum will be presented to the General Conference.

49. A one-day **Partners Forum** will be organized before the opening, on Monday 5 October to engage delegates, parliamentarians, donors, National Commissions, UNESCO Clubs, NGOs and Foundations and the private sector in an open dialogue on cooperation issues.

50. Other participatory activities will be organized in the framework of the **thematic exhibition** of the session, which will run parallel to the entire duration of the Conference, on the theme “Cultures and developments”.

51. The **General Assembly of States Parties to the 1972 World Heritage Convention** will hold a short opening meeting at the end of the session and will continue to meet after the closure of the 35th session of the General Conference.

52. A ceremony to pay tribute to the outgoing Director-General will be held on the morning of 22 October and the ceremony for the installation of the Director-General is scheduled for the afternoon of 23 October.

## XI. VISIBILITY OF THE GENERAL CONFERENCE

53. The report by the President of the 34th session (35 C/43) contains a series of recommendations aimed at raising the visibility of the Organization during the General Conference. Based on these recommendations, a specific communication strategy has been elaborated by the Bureau of Public Information for the 35th session of the General Conference including, *inter alia*, the preparation by each Sector of media-friendly notes before the session, the issuing of a daily in-session “News of the day” on key issues, the holding of Press Conferences by the Director-General with visiting Heads of State and other personalities and the provision of media assistance to Ministers within convenient press-conference premises.

## ANNEX I

### 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 35th 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 and report by the President of the 35th session thereon
- 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 2006-2007, presented by the Chair of the Executive Board
- 2.2 Reports by the Executive Board on its own activities and on programme implementation
- 3.1 Review of the Medium-Term Strategy for 2008-2013<sup>1</sup>
- 4.3 Adoption of the Appropriation Resolution for 2010-2011
- 9.1 Request for the admission of Palestine to UNESCO
- 9.2 Request for the admission of the Faeroe Islands as an Associate Member of UNESCO
- 14.1 Appointment of the Director-General
- 15.1 Election of Members of the Executive Board
- 16.1 Venue of the 36th session of the General Conference

#### Joint meeting of commissions

- 3.1 Review of the Medium-Term Strategy for 2008-2013
- 3.3 Preparation of the Draft Programme and Budget for 2012-2013 (36 C/5)
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011 Part II.A: Intersectoral platforms
- 4.3 Adoption of the Appropriation Resolution for 2010-2011 (preparation)

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<sup>1</sup> As pointed out in paragraph 39, at the time of drafting this document, no proposal or recommendation had been received in respect of this matter. The item has been placed on the agenda in the event that the Conference may wish to consider it in the light of guidance provided by the ministerial debate.

Draft resolutions proposing amendments (with budgetary implications) addressed to two or more resolutions contained in Volume 1 of the Draft Programme and Budget for 2010-2011 (35 C/5).

### **PRX Commission**

- 1.6 Organization of the work of the session and report by the President of the 34th session thereon
- 3.2 Proposed procedure for consideration by the General Conference regarding the Draft Medium-Term Strategies
- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: UNESCO Institute for Statistics
  - Part II.B: Programme-Related Services<sup>2</sup>
  - Part II.C: Participation Programme and Fellowships
  - Part III.A: External Relations and Cooperation
- 5.1 Proposals by Member States concerning the celebration of anniversaries in 2010-2011 with which UNESCO could be associated
- 5.10 Celebration of the bicentenary of the independence processes of the countries of Latin America and the Caribbean
- 6.1 Implementation of 33 C/Resolution 92 (Relations between the three organs of UNESCO)
- 6.2 Implementation of the guidelines and criteria for category 2 institutes and centres adopted in 33 C/Resolution 90
- 9.3 Definition of regions with a view to execution by the Organization of regional activities

### **ED Commission**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: Major Programme I – Education
- 5.3 Implementation of 34 C/Resolution 58 concerning educational and cultural institutions in the occupied Arab territories
- 5.4 Strategy to make the UNESCO International Bureau of Education (IBE) UNESCO's centre of excellence for curricula
- 5.5 Amendments to the Statutes of the Intergovernmental Regional Committee for the Regional Education Project for Latin America and the Caribbean (PRELAC)
- 5.6 Establishment of category 2 centres under the auspices of UNESCO

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<sup>2</sup> Chapter 1 Coordination and follow-up of action to benefit Africa  
Chapter 2 Public information  
Chapter 3 Strategic planning and monitoring of programme implementation  
Chapter 4 Budget preparation and management

- 5.14 World Conference on Early Childhood Care and Education
- 5.17 Debt swaps for education
- 5.19 Draft strategy for the Second Half of the United Nations Decade for Education for Sustainable Development (2005-2014), including the Bonn Declaration
- 5.23 Proposal for the establishment of the Mahatma Gandhi Institute of Education for Peace and Sustainable Development, India, as a category 1 institute
- 8.4 Revision of the 1981 Regional Convention on the Recognition of Studies, Certificates, Diplomas, Degrees and other Academic Qualifications in Higher Education in the African States and the 1983 Regional Convention on the Recognition of Studies, Diplomas and Degrees in Higher Education in Asia and the Pacific

### **SC Commission**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: Major Programme II – Natural sciences
- 5.6 Establishment of category 2 centres under the auspices of UNESCO
- 5.12 UNESCO and the Global Action on Climate Change
- 5.15 UNESCO's Man and the Biosphere (MAB) programme and the World Network of Biosphere Reserves' contribution to sustainable development
- 5.24 Conduct by UNESCO of a feasibility study for the establishment of an international engineering programme

### **SHS Commission**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: Major Programme III – Social and human sciences
- 5.6 Establishment of category 2 centres under the auspices of UNESCO
- 5.7 Report of the Director-General on the activities carried out to celebrate the 60th anniversary of the Universal Declaration of Human Rights
- 5.8 Revision of the statutes of the Intergovernmental Committee for Physical Education and Sport
- 5.22 Consideration of the desirability of preparing a draft declaration of ethical principles in relation to climate change

### **CLT Commission**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: Major Programme IV – Culture
- 5.2 Jerusalem and the implementation of 34 C/Resolution 47
- 5.3 Implementation of 34 C/Resolution 58 concerning educational and cultural institutions in the occupied Arab territories

- 5.6 Establishment of category 2 centres under the auspices of UNESCO
- 5.11 Commemoration of the Galleon Trade between the Philippines and Mexico through the proclamation of a “Día del Galeón” (Day of the Galleon)
- 5.13 Special UNESCO cooperation with Bolivia in the area of Interculturalism and Plurilingualism
- 5.18 Rabindranath Tagore, Pablo Neruda and Aimé Césaire for a reconciled universal
- 5.20 Action plan for the celebration of the International Year for the Rapprochement of Cultures in 2010
- 5.21 Revision of the Statutes of the International Fund for the Promotion of Culture (IFPC)
- 8.1 Draft of the declaration of principles relating to cultural objects displaced in connection with the Second World War
- 8.2 Preliminary study of the technical and legal aspects of a possible international standard-setting instrument for the protection of indigenous and endangered languages, including a study of the outcomes of the programmes implemented by UNESCO relating to this issue
- 8.3 Preliminary study on the technical and legal aspects relating to the desirability of a standard-setting instrument on the conservation of the historic urban landscape

#### **CI Commission**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011
  - Part II.A: Major Programme V – Communication and information
- 5.9 Follow-up to the World Summit on the Information Society
- 5.16 International Federation of Library Associations and Institutions (IFLA) Multicultural Library Manifesto

#### **ADM 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
- 6.3 Implementation of the Internal Oversight Service (IOS) strategy in 2008-2009 and establishment of the Oversight Advisory Committee
- 7.1 Amendment to the Financial Regulations in view of the adoption of International Public Sector Accounting Standards (IPSAS)
- 4.1 Methods of preparing the budget and budget estimates for 2010-2011 and budgeting techniques

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2008-2009
- Part I General Policy and Direction
  - Part II Programmes and Programme-Related Services<sup>3</sup>
  - Part III.B Field management and coordination
  - Part III.C Human resources management
  - Part III.D Accounting, treasury management and financial control
  - Part III.E Administration<sup>4</sup>
  - Part IV Anticipated Cost Increases
- 6.4 Independent external evaluation of UNESCO
- 10.1 Report by the Director-General on the implementation of the reform process
- 11.1 Implementation of the action plan for improved management of extrabudgetary funds – Report by the Executive Board
- 11.2 Financial report and audited financial statements relating to the accounts of UNESCO for the financial period ended 31 December 2007, and report by the External Auditor
- 11.3 Financial report and interim financial statements relating to the accounts of UNESCO as at 31 December 2008 for the financial period ending 31 December 2009
- 11.4 Scale of assessments and currency of Member States' contributions
- 11.5 Collection of Member States' contributions
- 11.6 Working Capital Fund: Level and administration
- 12.1 Staff Regulations and Staff Rules
- 12.2 Staff salaries, allowances and benefits
- 12.3 Report by the Director-General on the situation of the geographical distribution and gender balance of the staff of the Secretariat
- 12.4 United Nations Joint Staff Pension Fund and appointment of Member States' representatives to the UNESCO Staff Pension Committee for 2010-2011
- 12.5 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 2010-2011

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<sup>3</sup> Field - management of decentralized programmes

<sup>4</sup> Chapter 1 Administrative coordination and support

Chapter 2 Procurement

Chapter 3 Information systems and telecommunications

Chapter 4 Conferences, languages and documents

Chapter 5 Common services, security, utilities and management of premises and equipment

Chapter 6 Maintenance, conservation and renovation of Headquarters premises

- 13.1 Report by the Director-General, in cooperation with the Headquarters Committee, on managing the UNESCO complex
- 13.2 Funding security requirements at Headquarters

### **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
- 15.1 Election of Members of the Executive Board
- 15.2 Election of the members of the Legal Committee for the 36th session of the General Conference
- 15.3 Election of members of the Headquarters Committee
- 15.4 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
- 15.5 Election of members of the Council of the UNESCO International Bureau of Education (IBE)
- 15.6 Election of members of the Intergovernmental Council for the Information for All Programme (IFAP)
- 15.7 Election of members of the International Coordinating Council of the Programme on Man and the Biosphere (MAB)
- 15.8 Election of members of the Intergovernmental Council of the International Hydrological Programme (IHP)
- 15.9 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 (ICPRCP)
- 15.10 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
- 15.11 Election of members of the Intergovernmental Council of the International Programme for the Development of Communication (IPDC)
- 15.12 Election of members of the Intergovernmental Council of the Management of Social Transformations (MOST) Programme
- 15.13 Election of members of the Intergovernmental Bioethics Committee (IGBC)
- 15.14 Election of the members of the Intergovernmental Committee for Physical Education and Sport (CIGEPS)
- 15.15 Election of members of the Governing Board of the UNESCO Institute for Statistics (UIS)



**Legal Committee<sup>5</sup>**

- 4.2 Consideration and adoption of the Draft Programme and Budget for 2010-2011 (draft resolutions)
- 7.2 Rules of Procedure concerning recommendations to Member States and international conventions covered by the terms of Article IV, paragraph 4, of the Constitution: Proposal to modify Article 10 of these Rules of Procedure

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<sup>5</sup> The legal aspects of certain issues discussed under other agenda items may also be considered by the Legal Committee.

ANNEX II

35th SESSION OF THE GENERAL CONFERENCE (Provisional timetable of work)

Date	Youth Forum (Thursday 1 - Saturday 3 October) Partners Forum (Monday 5 October)											
	COMMISSIONS								COMMITTEES			
	PLENARY MEETINGS	ADM	PRX	ED	SC	SHS	CLT	CI	LEG	CRE	NOM	BUR
TUE <b>6</b>	1	Opening										
	2	1 ADM							1 LEG	2 CRE	1 NOM	
WED <b>7</b>	3	2 ADM							2 LEG	3 CRE		1 BUR
	4	3 ADM							3 LEG	4 CRE		
THU <b>8</b>	5	Ministerial Forum										
	6	Ministerial Forum										
FRI <b>9</b>	7	4 ADM	1 PRX	Round table								2 BUR
	8	5 ADM	2 PRX	Round table								
SAT <b>10</b>	9	6 ADM	3 PRX	Round table							3 NOM	
	10	7 ADM	4 PRX									
MON <b>12</b>	11	DG Reply										
			5 PRX	1 ED	Round table						4 NOM	
TUE <b>13</b>			6 PRX	2 ED	Round table						5 NOM	3 BUR
				3 ED	Round table			1 CI				
WED <b>14</b>				4 ED	1 SC			2 CI			EX elections	
				5 ED	2 SC			3 CI				
THU <b>15</b>				6 ED	3 SC			4 CI				
	12	DG Appointment										
FRI <b>16</b>					5 SC	1 SHS	2 CLT				Other elections	4 BUR
		ADM 8 Rep				2 SHS	3 CLT					
SAT <b>17</b>			PRX 7 Rep			3 SHS	4 CLT					
MON <b>19</b>						4 SHS	5 CLT					
				ED 7 Rep		5 SHS						
TUE <b>20</b>								CI 6 Rep				5 BUR
					SC 6 Rep							
WED <b>21</b>		JOINT MEETING OF COMMISSIONS										
	13	PLEN (Reports)										
THU <b>22</b>	14	Tribute to the DG										
	15	PLEN (Reports)										
FRI <b>23</b>	16	PLEN (Reports)										
	17	Investiture DG Closure										



**General Conference**  
35th session, Paris 2009

**35 C**

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Educational, Scientific and  
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Organisation  
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Организация  
Объединенных Наций по  
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منظمة الأمم المتحدة  
للتربية والعلم والثقافة

联合国教育、  
科学及文化组织

Item 1.6 of the agenda

35 C/2 Rev. Add.  
8 October 2009  
Original: French

**ORGANIZATION OF THE WORK OF THE SESSION**

**ADDENDUM**

1. The agenda (35 C/1) contains a new item that the General Committee of the General Conference has recommended to it:

**4.4 Adoption of the provisional budget ceiling for 2010-2011**

2. The General Conference has decided to assign item 4.4 to the ADM Commission – Finance and Administration for consideration.



**General Conference**  
35th session, Paris 2009

35 C

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联合国教育、  
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Item 1.6 of the agenda

35 C/2 Rev. Add. 2  
12 October 2009  
Original: French

**ORGANIZATION OF THE WORK OF THE SESSION**

**ADDENDUM 2**

1. At its tenth plenary meeting, the General Conference added a new item to the agenda (35 C/1):

**5.25 Impacts on the education system and freedom of expression  
as a consequence of the situation in Honduras**

2. The General Conference decided to assign item 5.25 to the ED Commission – Education for consideration.