



United Nations
Educational, Scientific and
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Organización
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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

Executive Board
Conseil exécutif
Consejo Ejecutivo
Исполнительный совет

المجلس التنفيذي

执行局

The Chairperson

Representatives of the States
Members of the Executive Board
of UNESCO

Ref.: GBS/SCX/2018/035

7 September 2018

Dear Colleague,

I have the honour to invite you to participate in the **205th session of the Executive Board**, which will take place from **3 to 17 October 2018**. The provisional agenda and timetable of work of this session are enclosed herewith.

The Plenary meeting will begin in the morning on **Monday 8 October** when the Director-General will introduce the plenary debate on:

- Item 4 Execution of the programme adopted by the General Conference (parts I & II),
- Item 15 Draft Programme and Budget (40 C/5): Preliminary proposals

Item 3 entitled the “Report by the Director-General on the application of rule 59 of the Rules of Procedure of the Executive Board” will be considered immediately after the Director-General’s introduction.

Members’ contributions to the Plenary debate will begin at 3pm on Monday 8 October and will continue throughout the morning of Tuesday 9 October. The reply of the Director-General and the usual question-and-answer session will follow in the afternoon of 9 October.

I hereby invite you to add your name to the **list of speakers** as soon as possible, and in any case, **before 28 September** (the enclosed registration form is to be completed and returned to the Secretariat of the Executive Board at explendebate@unesco.org). Please note that the list is drawn up according to the order in which registration forms are received from Member States on the Board, and will be distributed in Room X in the morning of Monday 8 October.

.../...

As was the case at the 204th session, and in view of the number of additional items requested for inclusion on the agenda of the 205th session, I would like to reiterate the need for Member States to hold informal consultations, as outlined in recommendations 44 to 47 of 39 C/Resolution 87, “*Governance procedures and working methods of the governing bodies of UNESCO*”.

These informal consultations should ensure that the work in Committees and Commissions be efficient and cost effective. In this regard, Room X might be put at the disposal of Members States prior to the week of 1 October, after which time this space will be used by the CR Committee.

Moreover, as per recommendation 28 of the above-mentioned resolution, I would like to invite Members to focus their contributions to the Plenary debate on the precise items of the agenda of the session.

Pursuant to 180 EX/Decision 22 (Part I), the PX and FA Commissions will continue to examine items whose programme, administrative and financial aspects are intertwined in joint meetings, as proposed in the enclosed provisional timetable of the session.

Lastly, I wish to recall 194 EX/Decision 4 (part II.C.11 (b) & (c)) (enclosed herewith for ease of reference) pertaining to the payment of travel expenses and subsistence allowance to representatives appointed by the members of the Executive Board.

Yours sincerely,



LEE Byong-hyun