



**unesco**

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  
للترية 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/2024/010

16 February 2024

Dear Colleague,

I have the honour to invite you to participate in the **219th session of the Executive Board**, which will take place from **Wednesday 13 to Wednesday 27 March 2024**. The provisional agenda is enclosed herewith. Also enclosed is the timetable of work of this session for your information.

The Plenary meeting will begin in the morning on **Monday 18 March** with my opening remarks, followed by the introduction by the Director-General on:

- Item 4 Execution of the programme adopted by the General Conference: C/5 Implementation Report, and
- Item 5 Follow-up to decisions and resolutions adopted by the Executive Board and the General Conference at their previous sessions.

Members' statements to the Plenary debate will begin immediately after the Director-General's introduction and will continue throughout the morning of Tuesday 19 March. During the Plenary debate, members are kindly invited to focus their contributions on the precise items of the agenda of the session. The reply of the Director-General and the usual question-and-answer session will follow in the afternoon of 19 March.

In recent sessions, the majority of speakers have requested to take the floor on the second day of the plenary which resulted in the afternoon meeting of the opening plenary ending before 6pm. During the 219<sup>th</sup> session, I wish to encourage Executive Board members to take the floor on Monday 18 March, if possible. **Should the deliberations on that day end before 6pm and in order to optimize the time available to us, the Plenary will move to consider the next item on its agenda, namely item 3 entitled the "Report by the Director-General on the application of Rule 59 of the Rules of Procedure of the Executive Board", which is examined in a private meeting. Otherwise, this item will be dealt with on Tuesday 19 March.**

.../...

Cc: Permanent Delegations to UNESCO

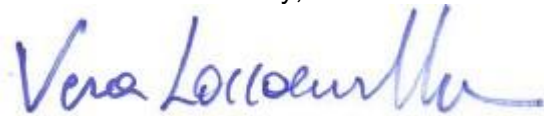
I hereby invite you to add your name to the **list of speakers** as soon as possible, and in any case, **before Friday 6 March 2024**, by registering online using the [INDICO](#) platform. When registering online, you are kindly invited to respect the deadline in order to ensure the efficient establishment of this list, which is drawn up according to the order in which Member States on the Board register. This list will be made available on the Executive Board website once finalized.

As previously, and pursuant to 180 EX/Decision 22.I, the PX and FA Commissions will continue to examine, in joint meetings, items with intertwined programme, administrative and financial aspects.

As in the past, I wish to encourage Member States to hold informal consultations prior to or during the session in order to facilitate the examination of certain agenda items. These informal consultations should ensure that the work of the Committee and Commissions relating to the agenda items that they will consider be efficient and cost effective. In this regard, a meeting room might be put at the disposal of Members States.

Lastly, I wish to recall 194 EX/Decision 4.II.C (para. 11 (b) and (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,



Vera El Khoury Lacoueilhe