



United Nations

Report of the Committee on Conferences for 2004

**General Assembly
Official Records
Fifty-ninth Session
Supplement No. 32 (A/59/32)**

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Note

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Chapter I

Organizational matters

A. Membership

1. The General Assembly, in its resolution 43/222 B of 21 December 1988, decided to retain the Committee on Conferences as a permanent subsidiary organ. Pursuant to the provisions of that resolution, in 2004 the Committee was composed of the following Member States: Argentina, Austria, Bolivia, Congo, Ethiopia, France, Germany, India, Jamaica, Japan, Jordan, Mexico, Nepal, Nigeria, Romania, the Russian Federation, Senegal, the Syrian Arab Republic, Tunisia, the United States of America and Zambia.

B. Officers

2. At its organizational session for 2004, the Committee elected the following officers to serve in 2004:

Chairman:

Enno Drofenik (Austria)

Vice-Chairpersons:

Norma Taylor Roberts (Jamaica)

Saleh Manu Pisagih (Nigeria)

Laura Onisii (Romania)

Rapporteur:

Mohammad Tal (Jordan)

At its substantive session, the Committee elected Mu'taz Hyassat (Jordan) to replace Mr. Tal.

3. At the same session, the Committee agreed in principle that the Chairman would undertake informal consultations with a view to determining the composition of the Committee's Bureau in 2005.

C. Organization of work

4. At its organizational session (456th meeting), the Committee agreed to follow the guidelines adopted in 1994 and 1995 with regard to consideration of intersessional departures from the approved calendar of conferences and to meet, as required, to review proposals affecting the schedule of conferences and meetings during sessions of the General Assembly.

5. The Committee convened its substantive session on 7, 8 and 10 September 2004 (457th to 462nd meetings).

6. The Under-Secretary-General for General Assembly and Conference Management addressed the Committee at the opening of its organizational and substantive sessions. At the substantive session, he introduced the report of the Secretary-General on reform of the Department for General Assembly and Conference Management (A/59/172).

7. The reports of the Secretary-General on the pattern of conferences (A/59/159) and on the draft revised calendar of conferences and meetings for 2005 (A/59/159/Add.1) were introduced by the Assistant Secretary-General for General Assembly and Conference Management. The consolidation into one report of all matters of a technical nature, an innovation in 2002, was continued this year.

8. **Satisfaction was expressed by delegations at the conclusion of the substantive session with the way in which the Secretariat had handled the work of the Committee.**

D. Programme of work

9. At its organizational session for 2003, held on 22 April 2003, the Committee had requested the Secretariat to submit a draft agenda for 2004 to the Committee at its organizational session for 2004. At its 456th meeting, on 25 March 2004, the Committee adopted the proposed agenda (A/AC.172/2004/1) and requested the Secretariat to submit a draft agenda for 2005 to the Committee at its organizational session for 2005.

10. In order to provide more relevant advice to the General Assembly, the Committee decided to recommend for adoption by the Assembly a draft resolution reflecting the substantive discussion that took place in the Committee, thereby facilitating the consideration of the items by the Assembly.

E. Participation of observers

11. The following States were represented as observers: Canada, China, the Dominican Republic, Portugal, Switzerland, the United Kingdom of Great Britain and Northern Ireland and the Holy See.

F. Biennialization of the item entitled “Pattern of conferences” in the agenda of the General Assembly

Introduction and overview

12. At its 460th meeting, on 8 September 2004, the Committee considered paragraphs 56 to 60 of the report of the Secretary-General on pattern of conferences (A/59/159), which included an assessment of the possibility of biennializing the item entitled “Pattern of conferences” in the agenda of the General Assembly. The representative of the Secretariat reported that biennialization appeared to be possible and practical and in accordance with the overall revitalization of the work of the Assembly. It was desirable because statistical trends resulting from organizational and methodological changes needed longer periods of time to become noticeable. It was envisaged that the Committee would continue to meet annually, continuing to biennialize its consideration of certain items. Approval of the revised calendar of conferences for the second year of the biennium could be considered by the Assembly in non-budget years under a limited agenda item, or the responsibility could be delegated to the Committee.

Discussion

13. Several delegations expressed support for recommending to the General Assembly that the item be biennialized in the interest of greater efficiency, since the effects of reform could be better seen at two-year intervals. However, it was pointed out that the Committee itself had not truly biennialized its agenda items, but continued to consider all topics every year. The view was expressed that, because of the importance of conference services and the issue of multilingualism, the item merited consideration by the Assembly every year. In addition, it was premature to consider biennialization in the midst of reform, when new experiments were constantly being undertaken and required review.

Conclusions and recommendations

14. The Committee recommended that the issue of the biennialization of the item entitled "Pattern of conferences" be referred to the General Assembly in the light of the comments expressed by the Committee on Conferences.

Chapter II

Calendar of conferences and meetings

A. Matters related to and intersessional departures from the approved calendar for 2004

15. The General Assembly, in its resolution 58/250 of 23 December 2003, approved the draft biennial calendar of conferences and meetings of the United Nations for the biennium 2004-2005 as submitted by the Committee on Conferences and amended by the Assembly in subsequent decisions taken at its fifty-eighth session. The calendar was issued as document A/AC.172/2004/2.

16. At its 373rd meeting, on 26 August 1994, the Committee had decided that requests for intersessional departures submitted to the Committee should in future be reviewed by the Bureau, in consultation with the Secretariat, for subsequent action.

17. At its 379th meeting, on 23 March 1995, the Committee had agreed that proposed changes to the calendar that did not have programme budget implications could be dealt with by the Secretariat, in consultation with the Bureau of the Committee.

18. At its substantive session of 1995, the Committee had decided that requests for intersessional departures submitted to the Committee that involved a change of venue should be referred to the members for approval. Departures that involved other types of changes, as the Committee had decided at its substantive session of 1994, should be reviewed by the Bureau, in consultation with the Secretariat, for subsequent action.

19. The requests submitted in 2004 for changes of venue or additional sessions/meetings and the action taken by the Committee are set out in the following table:

<i>Organ</i>	<i>Request</i>	<i>Action taken</i>
Advisory Committee on Administrative and Budgetary Questions	To hold up to 10 more meetings during the week of 29 March to 2 April 2004 to take up additional reports of the Secretary-General, including a complex one on security. Exact dates were arranged in consultation with conference services to enable the servicing of meetings within existing resources.	Request approved
Advisory Board on Disarmament Matters	To convene the forty-third session of the Board from 30 June to 2 July 2004 in Geneva rather than New York in order to give members the opportunity to confer with participants in the Conference on Disarmament. Moreover, since the Board also serves as the Board of Trustees of the United Nations Institute for Disarmament Research, the Geneva venue permitted the Board members to be in close contact with the staff of the Institute. Videoconferencing as an alternative was ruled out owing to the extra cost it would incur, compared to moving the meeting, which generally results in less expenditure than holding the meeting in New York.	Request approved

<i>Organ</i>	<i>Request</i>	<i>Action taken</i>
International Civil Service Commission	To hold its fifty-eighth session at the headquarters of the United Nations Educational, Scientific and Cultural Organization in Paris. As provided for in General Assembly resolution 40/243, this body may hold one of its two annual meetings at the headquarters of a participating organization, upon invitation.	Request approved
Commission on Social Development	To convene one additional meeting between 19 and 23 February 2004 in order to take action on remaining text in its report and thus conclude the work of its forty-second session, which, owing to time constraints, could not be accomplished on the scheduled final day of the session.	Request approved

B. Adoption of the draft revised calendar of conferences and meetings for 2005

Introduction and overview

20. At its 458th meeting, on 7 September, the Committee reviewed the draft revised calendar of conferences and meetings for 2005 (A/59/159/Add.1), reflecting the changes for the second year of the biennium since the adoption of the biennial calendar. The representative of the Secretariat pointed out a scheduling overlap in April 2005 between the twentieth session of the Governing Council of the United Nations Human Settlements Programme (UN-Habitat) (No. 74) and the thirteenth session of the Commission on Sustainable Development (No. 75) and reported that intensive consultations were under way with the two organizations to find a solution that would improve scheduling and facilitate participation in both sessions.

Discussion

21. Several delegations stressed that, since the Commission on Sustainable Development was focusing on human settlements at its thirteenth session, Governments would wish to send representatives specializing in human settlements issues to the sessions of both the Commission and UN-Habitat, but because of the overlap many would be unable to do so. It was felt that the Committee had a responsibility to promote a long-term solution to ensure that in future there was at least a two-week gap between the meetings of those agencies. Since consultations were still ongoing, it was suggested that the dates on the calendar could be left unspecified, with the notation "to be determined".

22. Objection to the inclusion in the calendar of meetings Nos. 8 and 100, mandated by Economic and Social Council decisions 2004/287 and 2004/286, relating to the Permanent Forum on Indigenous Issues, was placed on record.

23. The view was expressed that all organs that had not yet determined their meeting dates and/or location should do so expeditiously. A representative of the Secretariat explained that such entries in the calendar were updated in consultation with the bodies concerned as soon as the decisions were made.

24. The desire was expressed to provide the Joint Inspection Unit with the necessary conference services when requested. It was explained that before such a

mandate was given, a careful examination of the additional interpretation and translation workload should be carried out, together with the determination of the likely costs of conference services.

C. Improved utilization of conference-servicing resources and facilities

1. Meeting statistics of United Nations organs and consultations and correspondence with organs concerning utilization of the conference services available to them

Introduction and overview

25. At its 459th meeting, on 8 September, the Committee reviewed the statistical data and analyses contained in the report of the Secretary-General on the pattern of conferences concerning the planned and actual utilization of conference resources allocated to a core sample of bodies that met in New York, Geneva, Vienna and Nairobi in 2003, compiled in accordance with the methodology adopted by the Committee on Conferences at its 348th meeting, on 18 May 1993 (A/59/159, paras. 3-14 and annex I). The representative of the Secretariat explained that, under that method, the time utilized for informal meetings or consultations held before the start, after the adjournment or instead of the officially scheduled meetings was not recorded as time lost. The overall utilization factor for 2003 at the four duty stations was 77 per cent, lower than the benchmark of 80 per cent but higher than the utilization rate for the previous two years. In addition, columns had been added showing the number of reassignments of services to related bodies and the utilization factor that would result if reassignments of services unrelated to the cancelling body were not counted. Under that method, the overall utilization factor would drop to 72 per cent. The Committee's opinion was solicited as to the advisability of such an adjustment in the methodology.

26. The Committee also heard an oral report by the Chairman of the Committee on his consultations with bodies that had consistently utilized less than the applicable benchmark figure of their allocated resources for the previous three sessions. The Chairman noted that utilization had improved somewhat with greater discipline and planning accuracy but, in the case of persistent underutilizers, more radical solutions, such as a revision of the planned number of meetings based on actual past utilization, might be necessary in order to reduce chronic waste. Many bodies had stressed the importance of informal consultations, briefings and regional group meetings to their work, but the calculation of the utilization factor already allowed for such use of scheduled time with due notification to the Secretariat. He emphasized that the intent was more efficient utilization of conference-servicing resources without prejudice to the substantive work of a body, in pursuit of the common goal of achieving fruitful results at the sessions of the organs concerned. The Chairman suggested proposals to improve the utilization of those bodies that failed to reach the benchmark figure, such as consultations on an individual basis between the Department and the substantive and technical secretariats of those bodies that underutilized their conference-servicing resources and information briefings for all underutilizers on best practices and lessons learned.

Discussion

27. The improvement in utilization was welcomed. It was stressed that it was important to inform not only the bureaux but also the membership as a whole of committees so that they would fully understand the importance of efficient utilization. Support was expressed for continuing consultations with underutilizers, with emphasis on the role of the Committee on Conferences and its Chairman and with the proviso that caution should be exercised in pressuring bodies to reduce the number of planned meetings. Further explanations were sought concerning the indicators on related and non-related reassignments, and it was requested that in future reports more detailed information be provided on bodies having related organs. It was suggested that the Secretary-General might be requested to consider alternative methods for calculating the utilization factor.

28. In answer to a question concerning underutilization by the Advisory Committee on Administrative and Budgetary Questions, a representative explained that the Advisory Committee had more than the usual difficulty in predicting the length of its meetings as well as its programme of work, which were driven by other intergovernmental bodies, and that its utilization statistics for 2004 to date did in fact show much improvement.

2. Provision of interpretation services to meetings of regional and other major groupings of Member States

Introduction and overview

29. At its 459th meeting, on 8 September, the Committee considered the statistical data and analysis contained in the report of the Secretary-General concerning the provision of conference services for meetings of regional and other major groupings of Member States during the period from 1 May 2003 to 30 April 2004 (*ibid.*, paras. 15-21 and annex II). Overall, for all four duty stations considered, namely, New York, Geneva, Vienna and Nairobi, all requests for meetings without interpretation were met. Of requests for interpretation, 90 per cent were met, a decrease from 92 per cent for the previous period but an increase of 10 per cent in the total number of such meetings.

Discussion

30. Concern was raised that not all requests for interpretation had been met for regional and other major groupings of Member States despite the decision of the General Assembly to include all necessary resources in the budget to provide such services. The view was expressed that the measurement of utilization statistics for meetings of regional groups and reporting on it on an experimental basis might be useful and that it was also important to know about the timeliness of requests by regional groups. However, it was pointed out that regional group meetings were often held in response to a question that arose during deliberations in a committee. It was not always possible, therefore, to plan ahead. It was explained that the Secretariat could not in any case earmark services for a particular regional group meeting at the specific time it was requested, since the rule was that conference services were provided for such meetings on an as-available basis. At any given time, meeting services were planned on the basis of those services to which scheduled mandated meetings were entitled. Mostly owing to cancellations of such

meetings, capacity may become available for reassignment to regional groups. Moreover, a particular committee could set aside some of its entitlement for related regional groups, as the Fifth Committee did.

3. Improved utilization of conference facilities

(a) United Nations Office at Nairobi

Introduction and overview

31. At its 459th meeting, on 8 September, the Committee considered the section of the report of the Secretary-General concerning the utilization of conference facilities at the United Nations Office at Nairobi (*ibid.*, paras. 22-24). The Committee learned that there had been steady progress and improvement in the utilization of facilities at Nairobi since the establishment of a permanent interpretation service in 2001, making Nairobi the only conference centre in Africa with the capacity to interpret in six languages. The modernization of the Nairobi conference facilities was well along in the planning stage. The adoption of the Electronic Meetings Planning and Resource Allocation System at Headquarters under the integrated global management initiative had helped to streamline conference management. However, Nairobi, alone among the duty stations, still received only approximately 50 per cent of its funding from regular budget allocations. The majority of language posts, except for interpreter posts, were extrabudgetary and offered no career prospects. The United Nations Office at Nairobi intended to address the problem in the next budget cycle. Concerns about security and the scarcity of employment opportunities for spouses added to recruitment difficulties.

Discussion

32. Concern was expressed that the high proportion of extrabudgetary funding might hamper progress at the United Nations Office at Nairobi and add to the difficulty of attracting qualified candidates to fill language posts. Concerning the improved utilization of the conference centre. Delegations thought that new methods were needed to attract more meetings to Nairobi. The competition from other conference centres in Africa was also noted. A request was made for a list of meetings held at Nairobi.

(b) Conference centre at the Economic Commission for Africa

33. At the same meeting, the Committee considered the section of the report providing an overview of efforts to improve the utilization of the facilities at the conference centre at the Economic Commission for Africa and the obstacles to be overcome (*ibid.*, paras. 25-30).

4. Improving the performance of the Department for General Assembly and Conference Management

Introduction and overview

34. At its 457th and 458th meetings, on 7 September, the Committee considered the report of the Secretary-General on the reform of the Department for General Assembly and Conference Management (A/59/172). In introducing the report, the

Under-Secretary-General for General Assembly and Conference Management stated that reform had been closely integrated into the work of the Department and had turned into a mechanism for ensuring the continuous dynamics of its operations in a complex and fluid environment. The transition from conference servicing to conference management was nearing completion as a result of the synchronization of the various projects undertaken during the previous two years. Integration within the Department had been enhanced to achieve full-system benefits. The Department's information technology strategy had been geared towards the priorities of reform, and the enhanced sense of accountability and responsibility had extended beyond the Department. Finally, the Department had continued to focus on results, not only in terms of quality, quantity, timeliness and cost-effectiveness, but also in terms of user-friendliness.

35. The success of the reform, however, depended on the joint efforts of the Secretariat and Member States, which should create the conditions necessary for the Department to achieve results. With regard to the control and limitation of documentation, the Department needed clearer encouragement for the Secretariat's efforts to consolidate reports and stronger endorsement of the application of the 20-page limit for reports not within the purview of the Secretariat, as well as more aggressive application of the drafting guidelines issued to submitting departments. A request to Member States to exercise restraint in communications would also be of great help. On meeting planning and the availability of documentation, the scheduling of programmes of work should be better coordinated with documentation-processing needs. The Department also needed the continued support of Member States for its efforts at integrated global management, clear guidance on the handling of summary records and endorsement for continuing the study of workload standards and performance measurement.

36. The Under-Secretary-General stressed that of the four most often used indicators, namely, quality, quantity, timeliness and cost-effectiveness, no undue emphasis should be placed on any one at the expense of the others. Progress would occur in stages and, in the near term, was most manifest in terms of the timeliness of the issuance of documentation and the cost-effectiveness of operations, with the Department staying within its budgetary allocations, especially in the use of temporary assistance and overtime, as a result of the transition from a crisis-management mode to one of proactive conference management.

37. At the same meetings, the Committee also considered informal papers on the integrated global management of conference services (the report of the fifth Coordination Meeting of Conference Managers), the work of the Task Force on Workload Standards and Performance Measurement in 2003 and 2004 and summary records.

38. Representatives of the conference-servicing units at the United Nations Office at Geneva, the United Nations Office at Vienna and the United Nations Office at Nairobi participated via videoconference in the Committee's 459th meeting, on 8 September, on recent developments concerning integrated global management at their respective duty stations.

Discussion

Technical secretariat support

39. The Department was commended on its reform efforts and its contribution to the revitalization of the General Assembly. Some felt, however, that improvements were still needed in a number of areas, including greater accountability, the timely submission and issuance of documents and better quality control of outputs. The view was also expressed that distortions of meaning during translation still occurred, even in sensitive documents. The satisfaction of Member States should not be the only criterion for assessing quality, and improved mechanisms were needed to measure performance.

40. At the same time, however, there was need for a deliberate and balanced approach to reform that took into account the particular characteristics of the different units at Headquarters and of duty stations away from Headquarters. Innovations in technology and management should be considered from the perspective of full-system benefits, and pilot projects should be conducted over limited areas to ensure that mistakes did not negatively affect the entire system.

Conference management

41. Concerning the access of regional and other major groupings to the Electronic Meetings Planning and Resource Allocation System (e-Meets) and some difficulties in having requests for meeting rooms satisfied through the System, the Secretariat recalled that under the relevant legislative mandate, ad hoc requests for meeting rooms from non-calendar bodies, such as regional groups, could be met only on an as-available basis and could normally be confirmed only close to the actual date of the proposed meeting. In such cases, therefore, human intervention in the electronic system was still required. At the same time, e-Meets was being further developed to provide Member States broader access to profiles of all the regional groups to which they belonged. More briefings for Member States on how to use the System were also planned.

42. Concern was expressed about the complexity of the electronic documentation management system (e-Docs), in particular the electronic processing of documents, which was the crucial link between submission and issuance. It was noted that the timely issuance of documentation was a perennial problem and that the slotting mechanism for the submission of documents had brought about an improvement in timeliness in 2004. Timely issuance, however, required a joint effort by the Secretariat and Member States, and the Department had worked hard to raise awareness of the need for the timely submission of documents and to develop ways of strengthening accountability. Nevertheless, timely submission was sometimes affected by the need to include late-breaking developments in reports, to coordinate reports among various United Nations agencies and to compile replies from the Governments of Member States. The Department, moreover, tried to no longer penalize early submitters by diverting resources to process documents that were submitted late.

43. Some members cautioned that printing on demand should be viewed not only as a means of reducing costs but also of enhancing the efficiency of the electronic workflow. It was pointed out that the main purpose of the system was not to cut costs but to improve the quality of the service provided to Member States by

maximizing the impact of the electronic workflow. Printing on demand, moreover, was an additional option, a complementary means but not a substitute for conventional hard-copy distribution, and printed copies of documents were still available.

44. On the subject of the integrated global management of conference services, clarification was sought about the cost of providing services at duty stations away from Headquarters, opportunities for workload sharing, the implications of recourse to translation companies and the application of uniform contractual rates at all duty stations. It was pointed out that improvements had been made in harmonizing approaches among the various duty stations. The importance was also noted of a balanced division of labour between Headquarters and the other duty stations, whereby the coordinating role of Headquarters would contribute to the most efficient utilization of conference-servicing capacity at the other duty stations. The ultimate goal was to develop a manual of conference-servicing policies for all duty stations, including the regional commissions. A proposal was made to share rosters of external contractors among duty stations, and efforts were being made to coordinate and exchange best practices, including in the field of information technology. The proposal had been made to apply uniform contractual rates, since different rates would lead to competition among duty stations for a limited pool of qualified service providers. The specific needs of certain duty stations, however, would still need to be taken into account. The Secretariat suggested the possibility of recourse to translation companies for translations into all languages as a means of expanding the pool of contractual service providers. Further clarification was sought on the need to resort to translation companies. In the area of coordination, interest was expressed in participating in the forthcoming coordination meeting of conference managers. Coordination with the specialized agencies of the United Nations took place at the annual Inter-Agency Meeting on Language Arrangements, Documentation and Publications. Technical difficulties were experienced during the videoconference with other duty stations, and some delegations felt that this limited the interaction with the conference services managers at those duty stations.

45. The Committee did not consider the proposed strategic framework for the period 2006-2007 owing to its heavy work schedule. It was noted that the topic would be taken up by the Fifth Committee of the General Assembly.

46. On the subject of workload standards and performance measurement, concern was expressed at the quantity and quality of conference service outputs. As part of the Department's ongoing reform efforts, the Task Force on Workload Standards and Performance Management had focused thus far on the quantitative indicators of performance but would turn its attention to the quality of output during the next stage of its work. Performance evaluation by Member States was being strengthened by the establishment of a web site for the posting of comments and feedback. Some members argued that the standards used to measure performance should take into account the special characteristics and difficulties of some languages. It was emphasized that the satisfaction of member States was a key performance indicator in conference management and services.

47. Some members cautioned that new information technology should be introduced only after careful analysis of its full-system benefits. A targeted approach should also be adopted with regard to the training of language staff in the use of the new technology in order to avoid any negative impact on individual

productivity. The criteria for recruitment of new translators might be expanded to include the ability to use the computer and to type.

48. Information was sought on the progress that had been made in determining the unit costs of the various conference-servicing outputs. Clarification was also sought as to why the time was not ripe to introduce changes in the existing workload standards. In response, the Secretariat pointed out that the issue of workload standards and performance measurement was a very complex one with many ramifications and facets. The Task Force had made a serious effort to understand the background of the issue and to identify all the factors that affected the productivity and performance of language staff. It had gone beyond seeking to measure the impact of information technology alone and had examined other important factors that influenced the output of language staff, such as the complexity or specialized nature of the subject and the quality of the material. Some uses of technology, such as keyboarding by translators, could actually lower output, although, from a full-system perspective, a drop in individual productivity might be acceptable if sufficient savings or efficiencies were generated downstream. Tasks of a more clerical nature, such as scheduling, making assignments, managing workflow, record keeping and automatically generating statistical reports, could be greatly facilitated by information technology, but other more intellectual functions, such as editing and translation, were not easily amenable to automation. The Task Force saw its contribution so far as providing a comprehensive survey of the situation in different conference service groups, which could guide future and more detailed work on designing a more comprehensive array of indicators on which the Department's performance should be judged.

49. The Department had adopted a number of measures to expedite the issuance of summary records and had explored additional alternatives to reduce costs, streamline the process and make the provision of summary records more efficient and effective. Five options were presented in the report of the Secretary-General for consideration by Member States. The options were to replace summary records with digital records, reduce the number of bodies entitled to summary records, concentrate précis-writing in the English Translation Service, restrict the length of summary records to a predetermined maximum number of words and eliminate publishing and distribution costs if Member States agreed to have access only to electronic versions of summary records for downloading and printing by users as necessary.

50. Interest was expressed in the option of replacing summary records with digital recordings as a way of achieving an immediate reduction in costs. It was suggested that a pilot exercise might be conducted in which, in addition to the printed copies of summary records, digital recordings were also made available. Owing to the complexity of the technical matters and the potential difficulties involved, that option was considered premature. It was further pointed out that the provision of summary records to certain bodies was mandated in their rules of procedure. Some members argued for the retention of traditional summary records, which represented the official record and institutional memory of the bodies concerned. Interest was also expressed in the option of concentrating précis-writing in the English Translation Service, which had traditionally borne the bulk of the précis-writing function. That approach would also reduce to some extent the delay in the translation of summary records, since the other services had a greater capacity to translate directly from English than from Russian, Spanish or even French. That

option could be combined with the option of restricting the length of summary records to a predetermined maximum. One member also expressed the view that none of the options adequately addressed the question of how to expedite the issuance of summary records, the value of which was in inverse proportion to the delay in issuance.

51. The suggestion was made that mandatory deadlines might be introduced for the issuance of summary records and that adequate resources were provided for this purpose by the General Assembly. The Secretariat explained, however, that the cost estimates that would have to be prepared were likely to be very high and that existing priorities would have to be adjusted. As all of the options presented had clear advantages and disadvantages, the Secretariat was requested to pursue the delivery of summary records in a more efficient and cost-effective manner in full consultation with all the relevant intergovernmental bodies. The Secretariat was also requested to pursue the options concerning summary records put forward in its report, to study their practical and financial implications and to make recommendations for their implementation, as appropriate, in the form of a pilot project, to the General Assembly at its sixtieth session.

D. Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

Introduction and overview

52. At its 458th meeting, on 7 September, the Committee considered the sections of the report of the Secretary-General on the pattern of conferences concerning requests from subsidiary bodies, with an explanation of reasons, for exceptions to be made to section I, paragraph 7, of General Assembly resolution 40/243, in which the Assembly had decided that no subsidiary organ of the General Assembly might meet at United Nations Headquarters during a regular session of the Assembly unless explicitly authorized by the Assembly (A/59/159, sect. II.C and annex III).

Conclusions and recommendations

53. **The Committee recommended that the General Assembly explicitly authorize the following bodies to meet in New York during the main part of its fifty-ninth session, on the understanding that all such meetings would be allocated conference services on an as-available basis, from within existing resources, in such a way that the work of the General Assembly and its Main Committees would not be impeded:**

- **Committee on the Exercise of the Inalienable Rights of the Palestinian People**
- **Committee on Relations with the Host Country**
- **Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East**
- **Executive Board of the United Nations Development Programme and the United Nations Population Fund**

- **Executive Board of the United Nations Children's Fund**
- **United Nations Disarmament Commission**
- **Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Palestinian People and Other Arabs of the Occupied Territories**
- **Resumed session of the Executive Board of the United Nations International Research and Training Institute for the Advancement of Women**

Chapter III

Documentation- and publication-related matters

A. Submission, availability and distribution of documentation

Introduction and overview

54. At its 459th meeting, on 8 September, the Committee considered the section of the report of the Secretary-General concerning the submission, availability and distribution of documentation and focusing on consultations with universities, depository libraries and other institutions that had not indicated a readiness to forgo hard-copy documentation (*ibid.*, paras. 34 and 35).

Discussion

55. The question was raised whether such institutions merely preferred printed copies to electronic distribution of documents or did not have the technology to use the electronic form. A representative of the Secretariat explained that some libraries did not have the technical capacity, and while the Department for General Assembly and Conference Management did not consider it appropriate to pressure university and depository libraries, it was confident that, in time, users would discover the advantages of using documents in electronic form.

56. Deep concern was expressed at the continued late issuance of documents, particularly owing to the late submission of manuscripts, which severely hampered the efforts of the Department to issue documents in accordance with the six-week rule. With regard to the availability of documentation, in the discussion of the reform of the Department the view was widely expressed that the six-week rule must not be abandoned as the standard for the timely issuance of documents. With regard to the posting of documents on United Nations web sites, the view was expressed that even materials without a document symbol should be considered official documents. In response, it was explained that an advance version of a document was posted only upon request from the intergovernmental body concerned, when it was considered helpful in preparing for the substantive discussion of the subject. The view was also expressed that the issue of the consolidation of reports should be discussed in the Main Committees of the General Assembly.

57. Information was provided and welcomed on progress in the implementation of free access to the Official Document System (ODS).

B. Compliance with page limits

Introduction and overview

58. At its 459th meeting, on 8 September, the Committee considered the section of the report of the Secretary-General containing a detailed analysis of compliance with page limits for the past two years (*ibid.*, paras. 36-46). Nearly 90 per cent of Secretariat documents had complied with the established 16-page limit, thanks to a continued and collaborative enforcement effort at the level of heads of department. However, reports not fully within the Secretariat's purview still accounted for nearly

70 per cent of documents. Intergovernmental support for the 20-page guideline for documents originating outside the Secretariat would be very helpful in effecting a further reduction in workload. It would also be helpful if Member States exercised restraint in respect of the length of their communications.

Discussion

59. In response to questions about how compliance with page limits was enforced, a representative of the Secretariat described the multifaceted approach of advance consultation and follow-up action with author departments. Past problems with lengthy submissions from the same source were identified and ways were suggested to shorten manuscripts where appropriate. If a reduction could not be achieved, the submitting department was advised that the document would take longer to process. An interdepartmental task force, chaired by the Assistant Secretary-General for General Assembly and Conference Management, had been established to review and ensure compliance with all rules pertaining to the control and limitation of documentation. The use of an addendum as a means to evade page limits was discouraged, but its use was appropriate for the purpose, for example, of presenting late-breaking developments or additional statistical information.

60. It was emphasized that it was appropriate to encourage compliance with page limits, however reservation was expressed concerning a rigid approach to page limits on documents submitted by intergovernmental bodies. Some delegations expressed that Member States could be invited to exercise restraint in the length of communications when submitting them for circulation as official documents, while others had reservations about attempting to limit the length of communications from Member States, as this was considered to be beyond the mandate of the Committee.

Chapter IV

Translation- and interpretation-related matters

A. Language service posts

Introduction and overview

61. At its 459th and 460th meetings, on 8 September, the Committee considered the section of the report of the Secretary-General on pattern of conferences concerning the vacancy situation in language service posts together with supplementary tables on the vacancy situation at the four duty stations updated to 31 August 2004 and a chart on the use of short-term staff at Headquarters in 2002 and 2003 (*ibid.*, paras. 47-49).

62. The Committee was informed that the vacancy rate in translation ranged from 7.79 per cent at Geneva to 25 per cent at Nairobi, while the vacancy rate in interpretation ranged from 3.65 per cent at Geneva to 26.3 per cent at Nairobi. The high rates were due in part to a large number of retirements in recent years, and more were anticipated. The Secretariat hoped to fill the posts expeditiously and then to begin the considerable task of training and assimilating the large number of new staff into the workforce.

Discussion

63. Member States expressed concern about the quality of translation and interpretation services. Deep concern was expressed about the persistent vacancies in language service posts at Headquarters and, more particularly, at the United Nations Office at Nairobi. The efforts to fill all vacancies were noted, but progress was seen to be slower than expected, and it was suggested that the Secretary-General be requested to expedite the process and report on it, through the Committee on Conferences, to the General Assembly at its sixtieth session. Surprise was expressed about the high vacancy rate in the Chinese Translation Service at Headquarters and in Geneva in view of the long roster of candidates. In addition, concern was expressed over the high vacancy rates in the Arabic language services at Headquarters and Geneva. Reference was made to paragraph 49 of the report concerning personnel movements, and the view was expressed that the General Assembly did not intend for mobility transfers to apply to language staff, since each duty station had its particular linguistic needs and specialized topics. On the other hand, transfer for the sake of knowledge-sharing on a short-term basis could be valuable. The Secretariat pointed out that there was not currently a General Assembly resolution in effect that exempted language staff from the five-year mobility requirement. The view was expressed that such an exemption might be considered owing to the potential future negative impact of the mobility requirement in language services.

64. In answering a concern about the length of time required for recruitment from competitive exams, it was explained that the successful candidates, once selected, would have to go through the normal recruitment procedures, which were time-consuming. Representatives of the Secretariat explained some of the problems entailed in obtaining an adequate roster from language examinations and in competing with other international organizations for a fairly small pool of qualified translators and interpreters. Delegations welcomed the clarification provided that

the grading of the competitive examination for Arabic interpreters was expected to be completed by the end of October of 2004 and that the recruitment would proceed thereafter. A Russian national training programme for translators and interpreters specializing in work for international organizations was described.

65. With regard to short-term staff, a number of delegations expressed concern that the exclusive use of locally recruited staff for the sake of financial savings might result in lower quality if staff were not current with the latest terminology in countries where their target language was spoken. The practice of hiring successful candidates from the roster for short-term assignments was valuable to allow them to gain experience with United Nations work, and it would certainly be a better option than resorting to translation agencies. It was noted that some language services appeared to recruit far more non-local staff than others. Delegations expressed concern about the unequal distribution of resources among the language services and noted that all language services should be given equal treatment and be provided with equally favourable working conditions and resources.

66. Representatives of the Secretariat explained that for short-term translation and interpretation assignments, locally recruited staff were preferred to non-locally recruited staff for reasons of cost and availability, provided the same quality criteria were met. Often retired staff were used because they could be immediately productive without training. In the selection of local or non-local staff, the same criteria were used. Their qualifications, language combinations and expertise were taken into consideration. Quality control measures within the language services were applied to local and non-local staff alike. Several delegations stressed the importance of the basic principles of the Organization, including multilingualism and common recruitment policies and working conditions for all language services. Savings achieved by recruiting locally were not justified if quality suffered. Others felt that it was sensible to hire locally at less expense only if standards of quality were maintained; indeed, more might be done to enlarge the pool of locally available short-term staff by helping them to hone their skills.

67. In answer to a question, it was explained that at the current time the slotting system was providing indicative guidance on temporary assistance requirements.

68. In answer to questions concerning off-site translation, representatives of the Secretariat explained that such translation would differ from contractual translation, which had long been in use for documents with longer deadlines and for which contractors were paid by the word. The model of off-site work might potentially apply to many other departments as well, and the Office of Human Resources Management had been asked to consider what conditions would apply to such an employment arrangement.

B. Informational meetings

Introduction and overview

69. At its 460th meeting, on 8 September, the Committee considered the section of the report concerning informational meetings to brief Member States on the terminology used and to consult with them on the improvement of the language services (*ibid.*, paras. 50 and 51). The Department also planned to set up a web site to receive comments on an ongoing basis.

Discussion

70. Strong support was expressed for the holding of the informational meetings, which were found to be useful and informative. It was proposed that they be held twice a year for each language rather than once a year and that they be provided with interpretation services as needed on an as-available basis. Pending the establishment of the contact web site, the representative of the Secretariat suggested that members send their comments through the contact address on e-Meets.

Chapter V

Information technology

Introduction and overview

71. At its 460th meeting, on 8 September, the Committee considered the section of the report of the Secretary-General on the pattern of conferences concerning information technology (*ibid.*, paras. 52-55).

Discussion

72. Note was taken of the progress that had been achieved thus far across duty stations in integrating information technology into management and documentation-processing systems and of the global approach to sharing standards, good practices and technological achievements among conference services at all duty stations.

73. Concern was expressed, however, at the lack of sufficient informational material in Arabic on the United Nations web site and in the Official Document System. It was pointed out that, although the Department for General Assembly and Conference Management was responsible for the processing of official documents that were posted on ODS, the management of ODS and the United Nations web site was not within the purview of the Department. The view was expressed, however, that the issue of the availability of United Nations documents in all the official languages was indeed within the competence of the Committee, which should be prepared to discuss the matter.

74. Satisfaction was expressed that the Secretariat shared the views of Member States about the use of information technology and the need to take into account the availability of technology for all the official languages. It was confirmed that the use of technology should not be an end in itself but rather a means of implementing mandates in a better and more cost-effective manner. It was emphasized that all duty stations should be given adequate resources for the effective and efficient discharge of their respective mandates, and the efforts of the Secretary-General to provide the available conference-servicing management tools and best practices to all duty stations were welcomed.

Annex I

Draft resolution

The Committee on Conferences recommends to the General Assembly the adoption of the following draft resolution:

Pattern of conferences

The General Assembly,

Recalling its relevant resolutions, including resolutions 40/243 of 18 December 1985, 41/213 of 19 December 1986, 43/222 A to E of 21 December 1988, 51/211 A to E of 18 December 1996, 52/214 of 22 December 1997, 53/208 A to E of 18 December 1998, 54/248 of 23 December 1999, 55/222 of 23 December 2000, 56/242 of 24 December 2001, 56/254 D of 27 March 2002, 56/262 of 15 February 2002, 56/287 of 27 June 2002, 57/283 A of 20 December 2002, 57/283 B of 15 April 2003 and 58/250 of 23 December 2003,

Reaffirming its resolution 42/207 C of 11 December 1987, in which it requested the Secretary-General to ensure the equal treatment of the official languages of the United Nations,

Having considered the report of the Committee on Conferences^a and the relevant reports of the Secretary-General,^b

Reaffirming the provisions relevant to conference services of its resolutions on multilingualism,

I

Calendar of conferences and meetings

1. *Approves* the draft revised calendar of conferences and meetings of the United Nations for 2005, as submitted by the Committee on Conferences,^c taking into account the observations of the Committee and subject to the provisions of the present resolution;

2. *Authorizes* the Committee on Conferences to make any adjustments to the calendar of conferences and meetings for 2005 that may become necessary as a result of actions and decisions taken by the General Assembly at its fifty-ninth session;

3. *Notes with satisfaction* that the Secretariat has taken into account the arrangements referred to in General Assembly resolutions 53/208 A, 54/248, 55/222, 56/242 and 57/283 B concerning Orthodox Good Friday and the official holidays of Eid al-Fitr and Eid al-Adha, and requests all intergovernmental bodies to continue to observe those decisions when planning their meetings;

^a *Official Records of the General Assembly, Fifty-ninth Session, Supplement No. 32 (A/59/32).*

^b A/59/159 and Add.1 and A/59/172.

^c *Official Records of the General Assembly, Fifty-ninth Session, Supplement No. 32 (A/59/32), annex II.*

4. *Notes with deep concern* the overlap between the sessions of the Governing Council of the United Nations Human Settlements Programme and the Commission on Sustainable Development, decides that there should be an intervening period of at least two weeks after the closing of the Governing Council, or in future years the other relevant intergovernmental bodies and the beginning of the session of the Commission on Sustainable Development, in accordance with the multi-year programme of work of the Commission, and encourages the relevant intergovernmental bodies and the Commission to closely coordinate meeting dates and programmes of work so as to avoid overlap between sessions;

5. *Notes* the ongoing consultations between the Governing Council and the Commission to avoid the overlap between the two and decides to reflect the result of those consultations in the revised Calendar of conferences and meetings for 2005;

II

A. Utilization of conference-servicing resources and facilities

1. *Notes* that the overall utilization factor at the four main duty stations in 2003 increased to 77 per cent, and encourages the bureaux and secretariats to meet the benchmark;

2. *Requests* the Chairman of the Committee on Conferences to continue to consult with those bodies that have consistently utilized less than the applicable benchmark figure of their allocated resources of the past three sessions with a view to making appropriate recommendations in order to achieve the optimum utilization of conference-servicing resources, and urges the secretariats and bureaux of bodies that underutilize their conference-servicing resources, with assistance from the Department for General Assembly and Conference Management of the Secretariat, to consider changes to their programme of work, as appropriate, including adjustments and reductions in the allocation of conference services as agreed by the bureaux of the bodies concerned, based on previous patterns for recurring agenda items, with a view to making improvements in their utilization factors;

3. *Welcomes* the efforts that are being made to improve the utilization of the conference facilities at the United Nations Office at Nairobi, as set out in the report of the Secretary-General;^d

4. *Recalls* its several resolutions, including resolution 57/283 B, section II.A, paragraph 9, and reaffirms that all meetings of Nairobi-based United Nations bodies shall take place in Nairobi, except as otherwise authorized by the General Assembly or the Committee on Conferences acting on its behalf, and requests the Secretary-General to report on the subject to the General Assembly at its sixtieth session through the Committee on Conferences;

5. *Reiterates its request* to the Secretary-General to continue to intensify the efforts being made by the United Nations Office at Nairobi to attract more meetings to its facilities;

^d A/58/530.

6. *Strongly discourages* any invitation to host meetings that would violate the headquarters rule, in particular for the United Nations Office at Nairobi and other United Nations centres with a low utilization level;

7. *Expresses deep concern* over the remaining vacancies in the interpretation and translation services, in particular at the United Nations Office at Nairobi, and notes the efforts of the Secretary-General to fill the vacancies, and requests him to continue to report thereon to the General Assembly through the Committee on Conferences;

8. *Notes* the improvements in the utilization of the conference centre at the Economic Commission for Africa in response to section II.A, paragraph 1, of its resolution 58/250, and requests the Secretary-General to continue to explore all possible options to increase further the utilization of the conference centre;

9. *Emphasizes* that all duty stations shall be given adequate resources for the effective and efficient discharge of their respective mandates and, in this respect, welcomes the efforts of the Secretary-General to provide the available conference-servicing management tools and best practices to all duty stations;

10. *Recognizes* the importance of meetings of regional and other major groupings of Member States for the smooth functioning of the sessions of intergovernmental bodies, and requests the Secretary-General to ensure that, as far as possible, all requests for conference services for meetings of regional and other major groupings of Member States are met;

11. *Notes with concern* that the percentage of meetings held by regional and other major groupings that were provided with interpretation services during the reporting period decreased from 92 per cent during the period from May 2002 to April 2003 to 90 per cent during the period from May 2003 to April 2004 for the four main duty stations;

12. *Notes* that, in absolute terms, the number of meetings provided with interpretation services was 10 per cent higher in the 2003/04 period than in the 2002/03 period;

13. *Recalls* that meetings held by regional and other major groupings of Member States are provided with interpretation services on an ad hoc basis, in accordance with established practice;

14. *Requests* the Secretary-General to review the current established practice concerning the provision of interpretation services for meetings of regional and other major groupings of Member States at Headquarters and other duty stations with a view to improving the provision of interpretation services to those meetings;

15. *Also requests* the Secretary-General to conduct systematic follow-up regarding the utilization of conference services by those bodies that consistently underutilize their conference-servicing resources over a longer period of time in order to identify the underlying causes for being unable to reach the benchmark;

16. *Further requests* the Secretary-General to report in future statistics on reassignments of services to meetings both related and unrelated to the cancelling body;

B. Reform of the Department for General Assembly and Conference Management

1. *Welcomes* the continued efforts of the Secretary-General in reforming the Department for General Assembly and Conference Management;

2. *Appreciates* the efforts of the Secretary-General in providing timely and detailed information during the consideration of the item entitled “Revitalization of the work of the General Assembly”;

3. *Stresses* that the reform of the Department is aimed at improving the quality of documents and their timely production and delivery as well as the quality of conference services provided to Member States, with a view to meeting their needs as efficiently and cost-effectively as possible and in accordance with the relevant resolutions of the General Assembly;

4. *Reiterates* its request contained in section II.B, paragraph 3, of its resolution 58/250;

5. *Notes* the ongoing efforts towards the establishment of the integrated global management system, and decides to consider the current outcomes in the light of the report prepared by the Office of Internal Oversight Services on this issue;^e

6. *Also notes* the establishment by the Secretary-General of a Secretariat task force to conduct a comprehensive study of workload standards and performance measurement and the preliminary findings of the task force, and requests the Secretary-General to pursue the study of workload standards and performance measurement, in both qualitative and quantitative terms, with a view to presenting to the General Assembly a proposal for a comprehensive methodology for performance measurement and management from a full-system perspective, while also paying attention to the specificities of all the official languages and ensuring compliance with General Assembly resolution 58/250;

7. *Reiterates* its request that the Secretary-General develop further effective measures to strengthen the responsibility and accountability system within the Secretariat in order to ensure the timely submission of documents for processing and that he submit a comprehensive report thereon to the General Assembly at its sixtieth session through the Committee on Conferences;

8. *Requests* the Secretary-General to pursue the delivery of summary records, a useful and vital tool for Member States, in particular in maintaining the institutional memory of the Organization, in a more efficient and cost-effective manner in full consultation with all the relevant intergovernmental bodies;

^e See A/59/133 and Corr.1.

9. *Also requests* the Secretary-General to examine the option of setting a time frame for the publication of summary records, to study the related practical and financial implications and to present a pilot project to the General Assembly at its sixtieth session;

10. *Further requests* the Secretary-General to examine the options concerning summary records set out in paragraphs 60 and 61 of his report on reform of the Department for General Assembly and Conference Management,^f to study their practical and financial implications and to present a pilot project to the General Assembly at its sixtieth session, taking into account the views of all intergovernmental bodies concerned;

11. *Requests* the Secretary-General to further develop the functions of the Electronic Meetings Planning and Resource Allocation System (e-Meets) as the central tool for managing meetings to cover the entire spectrum of meeting-related activities and to expand its application across duty stations;

12. *Also requests* the Secretary-General to continue his efforts to implement further the electronic documentation management concept (e-Doc), including the actual electronic transmission of documents through the documentation chain;

13. *Further requests* the Secretary-General to enhance the use of printing on demand for parliamentary documentation as a means of improving services provided to Member States, in full compliance with current legislative mandates, on the basis of experience gained and lessons learned, including views expressed by Member States, to consider the use of printing on demand for publications, and to report thereon to the General Assembly at its sixtieth session through the Committee on Conferences;

III

Documentation- and publication-related matters

1. *Emphasizes* the importance of the equality of the six official languages of the United Nations;

2. *Notes with concern* the delay in the issuance of verbatim and summary records and, in this regard, requests the Secretary-General to take appropriate measures to ameliorate the situation, with a view to issuing them in a timely fashion;

3. *Also notes with concern* that the six-week rule for the issuance of documents is not fully complied with owing to, inter alia, the continued late submission of documents by author departments, and requests the Secretary-General to take further urgent measures to ensure strict compliance with the six-week rule for the timely issuance of documentation in view of the impact of their late issuance on the functioning of intergovernmental and expert bodies;

4. *Notes* that the rate of compliance with the page limits remains only partial^g and that reports not originating in the Secretariat comprise the bulk of

^f A/59/172.

^g See A/59/159, paras. 36-46.

the documents issued, and requests the Secretary-General to encourage compliance with drafting guidelines as set out in paragraph 15 of its resolution 53/208 B, to the extent possible, for such documents and to report on the matter to the General Assembly through the Committee on Conferences;

5. *Notes with deep concern* the late issuance of documents of the fifty-ninth session of the General Assembly owing to the late submission of manuscripts;

6. *Recalls* section III, paragraphs 25 to 28, of its resolution 57/283 B and paragraph III.10 of its resolution 58/250, and urges the Secretary-General to continue the consultations referred to in this context with a view to broadening the electronic distribution of documentation while maintaining the distribution of printed copies as required, and to report on the matter to the General Assembly through the Committee on Conferences;

7. *Notes with concern* the violations of the rule that parliamentary documents must be distributed simultaneously in all official languages;

8. *Requests* the Secretary-General to ensure that the rules concerning the simultaneous distribution of documents in all official languages are followed with respect to both the distribution of printed copies and the posting of parliamentary documentation on the Official Document System and the United Nations web site, in keeping with section III, paragraph 5, of General Assembly resolution 55/222;

9. *Notes with concern* the non-compliance with rule 59 of the rules of procedure of the General Assembly, and requests the Secretary-General to ensure the communication of resolutions adopted by the General Assembly to Member States within 15 days after the closure of the session;

IV

Translation- and interpretation-related matters

1. *Notes with appreciation* the continued practice of holding informational meetings with Member States to consult with them on the improvement of the language services and the intention to establish additional channels for communication on the terminology used and the quality of services rendered, and requests the Secretary-General to organize informational meetings twice a year and in a more appropriate setting, with interpretation provided on an as-available basis;

2. *Requests* the Secretary-General, when recruiting temporary assistance in language services, to ensure that all the language services are given equal treatment and are provided with equally favourable working conditions and resources with a view to achieving maximum quality of their services, with full respect for the specificities of the six official languages, taking into account their respective workloads;

3. *Reiterates its request* that the Secretary-General continue the efforts to explore the use of new technologies, such as computer-assisted translation, remote and off-site translation and speech recognition, in the six official languages so as to enhance further the productivity of the conference services,

and to keep the General Assembly informed of the introduction of any other new technology;

4. *Recognizes* the possible benefit of exchanging language staff among duty stations, and requests the Secretary-General to report on the conditions of such exchange for the consideration of the General Assembly at its sixtieth session;

V

Information technology

1. *Notes* the progress achieved thus far across duty stations in integrating information technology into management and documentation-processing systems and the global approach to sharing standards, good practices and technological achievements among the conference services at all duty stations;

2. *Requests* the Secretary-General to ensure the compatibility of technologies used in all duty stations and to ensure that they are user-friendly for all official languages.

Annex II

Draft revised calendar of conferences and meetings of the United Nations and of the principal organs of the specialized agencies, the International Atomic Energy Agency and treaty bodies established under the auspices of the United Nations for 2005

The following abbreviations are used in the present annex:

In the column headed “Organ”

ECA	Economic Commission for Africa
ECE	Economic Commission for Europe
ECLAC	Economic Commission for Latin America and the Caribbean
ESCAP	Economic and Social Commission for Asia and the Pacific
ESCWA	Economic and Social Commission for Western Asia
FAO	Food and Agriculture Organization of the United Nations
IAEA	International Atomic Energy Agency
ICAO	International Civil Aviation Organization
ICSC	International Civil Service Commission
IFAD	International Fund for Agricultural Development
ILO	International Labour Organization
IMF	International Monetary Fund
IMO	International Maritime Organization
INSTRAW	International Research and Training Institute for the Advancement of Women
ITU	International Telecommunication Union
UNCCD	United Nations Convention to Combat Desertification secretariat
UNCITRAL	United Nations Commission on International Trade Law
UNCTAD	United Nations Conference on Trade and Development
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNFCCC	United Nations Framework Convention on Climate Change secretariat
UNFPA	United Nations Population Fund

UN-Habitat	United Nations Human Settlements Programme
UNHCR	Office of the United Nations High Commissioner for Refugees
UNICEF	United Nations Children's Fund
UNIDO	United Nations Industrial Development Organization
UNITAR	United Nations Institute for Training and Research
UNRWA	United Nations Relief and Works Agency for Palestine Refugees in the Near East
UNU	United Nations University
UPU	Universal Postal Union
WFP	World Food Programme
WHO	World Health Organization
WIPO	World Intellectual Property Organization
WMO	World Meteorological Organization

In the column headed "Membership"

G	Governments
E	Experts
ST	Secretariat or secretariats

In the column headed "Servicing"

I	Interpretation
T	Translation
PV	Verbatim records
SR	Summary records
A	Arabic
C	Chinese
E	English
F	French
R	Russian
S	Spanish

A. Draft calendar of conferences and meetings of the United Nations, 2005

(As at September 2004)

<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
1. Economic and Social Council, election of Bureau [Charter]	7 January	New York	54 G	I (ACEFRS)	T	SR	
2. Military Staff Committee [Charter]	7 January, once every fortnight thereafter	New York	5 G	I (CEFR)	T	PV	Every second Friday
3. UNCITRAL, Working Group on Arbitration [General Assembly resolution 33/92]	10-14 January	New York	60 G	I (ACEFRS)	T	-	Two sessions per year
4. International Meeting to Review the Implementation of the Programme of Action for the Sustainable Development of Small Island Developing States [General Assembly resolution 58/213 B]	10-14 January	Mauritius	194 G	I (ACEFRS)	T	-	
5. Commission on Human Rights, open-ended working group to elaborate an optional protocol to the International Covenant on Economic, Social and Cultural Rights [Economic and Social Council decision 2004/256]	10-21 January	Geneva	53 G	I (ACEFRS)	T	-	
6. Committee on the Elimination of Discrimination against Women, thirty-second session [General Assembly resolutions 34/180 and 51/68] ^b	10-28 January	New York	23 E	I (ACEFRS)	T	SR	Two sessions per year
7. Committee on the Rights of the Child, thirty-eighth session [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	10-28 January	Geneva	18 E	I (ACEFRS)	T	SR	Three sessions per year
8. Permanent Forum on Indigenous Issues, workshop on free, prior and informed consent [Economic and Social Council decision 2004/287]	17-19 January	New York	4 E	I (ACEFRS)	T	-	
9. UNICEF, Executive Board, first regular session [General Assembly resolutions 57 (I) and 48/162]	17-20 January	New York	36 G	I (ACEFRS)	T	-	
10. Second World Conference on Disaster Reduction and its preparatory committee [General Assembly resolution 58/214]	18-22 January	Kobe, Japan	194 G	I (ACEFRS)	T	-	
11. Joint Meeting of the Executive Boards of UNDP/UNFPA, UNICEF and WFP [General Assembly resolution 52/12 B]	21 and 24 January	New York	36 G/36 G/ 36 G	I (ACEFRS)	T	-	
12. UNCITRAL, Working Group on Security Interests [General Assembly resolution 33/92]	24-28 January	New York	60 G	I (ACEFRS)	T	-	Two sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
13.	United Nations Voluntary Trust Fund on Contemporary Forms of Slavery, Board of Trustees [General Assembly resolution 46/122]	24-28 January	Geneva	5 E	I (EFS)	T	-	One session per year
14.	Open-ended Working Group on an International Instrument to Enable States to Identify and Trace, in a Timely and Reliable Manner, Illicit Small Arms and Light Weapons, second session [General Assembly resolution 58/241]	24 January-4 February	New York	191 G	I (ACEFRS)	T	-	
15.	Commission on Human Rights, intergovernmental working group on effective implementation of the Durban Declaration and Programme of Action [Economic and Social Council decision 2003/246]	24 January-4 February	Geneva	53 G	I (ACEFRS)	T	-	
16.	Conference on Disarmament, first part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 L]	24 January-1 April	Geneva	61 G	I (ACEFRS)	T	PV	One session in three parts per year
17.	UNDP and UNFPA, Executive Board, first regular session [General Assembly resolutions 2029 (XX) and 48/162]	25-28 January	New York	36 G	I (ACEFRS)	T	-	
18.	Committee on the Elimination of Discrimination against Women, pre-sessional working group [General Assembly resolutions 45/124, 47/94 and 51/68] ^b	31 January-4 February	New York	4 E	I (EFS)	T	-	Two sessions per year
19.	Committee on the Elimination of Discrimination against Women, Working Group on Communications under the Optional Protocol to the Convention [General Assembly resolution 55/70] ^b	31 January-4 February	New York	5 E	I (EFS)	T	-	Two sessions per year
20.	Committee on the Rights of the Child, pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	31 January-4 February	Geneva	18 E	I (ACEFRS)	T	-	Three sessions per year
21.	UNCTAD, Working Party on the medium-term plan and the programme budget, forty-fourth session, first part [UNCTAD resolution 114 (V) and Trade and Development Board decision 156 (XVII)]	31 January-4 February	Geneva	19 G	I (ACEFRS)	T	-	One or two sessions per year
22.	International Narcotics Control Board, eighty-second session [Single Convention on Narcotic Drugs of 1961, article 11] ^b	31 January-4 February	Vienna	13 E	I (ACEFRS)	T	-	Two or three sessions per year
23.	WFP, Executive Board, first regular session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8] ^c	31 January-4 February	Rome	36 G	I (ACEFRS)	T	-	Three sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
24.	Special Committee on Peacekeeping Operations and its Working Group, substantive session [General Assembly resolution 48/42]	31 January-25 February	New York	113 G	I (ACEFRS)	T	-	One session per year
25.	Extraordinary meeting of Permanent Representatives to UNEP [Governing Council decision 19/32]	January (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	
26.	Commission on Human Rights, intersessional open-ended working group mandated to elaborate a draft legally binding normative instrument for the protection of all persons from enforced disappearance [Economic and Social Council decision 2004/260]	January/ February (2 weeks)	Geneva	53 G	I (ACEFRS)	T	-	
27.	United Nations seminar on assistance to the Palestinian People [General Assembly resolution 58/19]	January/ February (3 days)	To be determined	To be determined	I (EFS)	T	-	
28.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	January/ February (1 meeting)	New York	12 E	-	-	-	Three sessions of one meeting each per year
29.	Economic and Social Council, organizational session [Charter]	1-4 February	New York	54 G	I (ACEFRS)	T	SR	One session per year
30.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 173 (II)]	1 February-24 March	New York	16 E	I (ACEFRS)	T	-	Three sessions per year
31.	Commission on Human Rights, Working Group on Situations [Economic and Social Council resolution 1990/41]	7-11 February	Geneva	5 E	I (EFRS)	T	-	One session per year
32.	Commission for Social Development, forty-third session [Economic and Social Council resolutions 10 (II), 1139 (XLI) and 1996/7]	9-18 February	New York	46 G	I (ACEFRS)	T	-	One session per year
33.	UNCTAD, Commission on Trade in Goods and Services, and Commodities [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167] ^c	14-18 February	Geneva	^d	I (ACEFRS)	T	-	
34.	UNEP, Governing Council/Global Ministerial Environment Forum, twenty-third session [General Assembly resolutions 2997 (XXVII) and 42/185]	21-25 February	Nairobi	58 G	I (ACEFRS)	T	-	One session every two years
35.	Committee on the Peaceful Uses of Outer Space, Scientific and Technical Subcommittee, forty-second session [General Assembly resolution 1472 A (XIV)]	21 February-4 March	Vienna	61 G	I (ACEFRS)	T	-	One session per year
36.	Committee on the Elimination of Racial Discrimination, sixty-sixth session [General Assembly resolution 2106 A (XX)] ^b	21 February-11 March	Geneva	18 E	I (CEFRS)	T	SR	Two sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
37.	UNCTAD, Commission on Enterprise, Business Facilitation and Development [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	22-25 February	Geneva	^d	I (ACEFRS)	T	-	
38.	Tenth meeting of the States Parties to the Convention on the Rights of the Child [General Assembly resolution 44/25] ^b	23 February	New York	191 G	I (ACEFRS)	T	SR	One session every two years
39.	Advisory Board on Disarmament Matters [General Assembly resolution 37/99 K]	23-25 February	New York	23 E	I (ACEFRS)	T	-	Two sessions per year
40.	Intergovernmental preparatory meeting for the thirteenth session of the Commission on Sustainable Development [Economic and Social Council resolution 2003/61]	28 February-4 March	New York	53 G	I (ACEFRS)	T	-	
41.	United Nations Voluntary Fund for Indigenous Populations, Board of Trustees [General Assembly resolution 40/131]	28 February-4 March	Geneva	5 E	I (EFRS)	T	-	One session per year
42.	Commission on the Status of Women, forty-ninth session [Economic and Social Council decision 1999/257]	28 February-11 March	New York	45 G	I (ACEFRS)	T	-	One session per year
43.	Commission on Human Rights, Working Group on the Right to Development [Economic and Social Council decision 2004/249]	February (2 weeks)	Geneva	53 G	I (ACEFRS)	T	-	
44.	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, European region [Economic and Social Council resolution 1993/36]	February (4 days)	Vienna	55 G	I (EFRS)	T	-	One session every three years
45.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	February (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four meetings per year
46.	Investments Committee [General Assembly resolution 248 (III)]	February	New York	11-12 E	-	-	-	Four or five meetings per year
47.	ECE, sixtieth session [Economic and Social Council resolution 36 (IV)]	February	Geneva	55 G	I (EFR)	T	-	One session per year
48.	Commission on Human Rights, open-ended working group to elaborate an optional protocol to the International Covenant on Economic, Social and Cultural Rights [Economic and Social Council decision 2004/256]	February/ March (2 weeks)	Geneva	53 G	I (EFR)	T	-	

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
49.	Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples [General Assembly resolution 1654 (XVI)]	February/March	New York	25 G	I (ACEFRS)	T	SR ^e	
50.	Statistical Commission, thirty-sixth session [Economic and Social Council resolution 1999/8]	1-4 March	New York	24 G	I (ACEFRS)	T	-	One session per year
51.	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)] ^b	7-11 March	New York	9 E	I (EFRS)	T	-	Three sessions per year
52.	Advisory Group of the United Nations Trust Fund for the International Decade of the World's Indigenous People [General Assembly resolution 48/163]	7-11 March	Geneva	10 E	I (EFS)	T	-	
53.	UNCTAD, Commission on Investment, Technology and Related Financial Issues [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	7-11 March	Geneva	^d	I (ACEFRS)	T	-	
54.	General Assembly, Fifth Committee, resumed session [Charter]	7 March-1 April	New York	191 G	I (ACEFRS)	T	SR	
55.	Commission on Narcotic Drugs, forty-eighth session [Economic and Social Council resolutions 9 (I) and 1991/39]	8-17 March	Vienna	53 G	I (ACEFRS)	T	-	One session per year
56.	Committee of the Whole of the Commission on Narcotic Drugs [Economic and Social Council resolution 1991/39]	8-17 March (4 days)	Vienna	53 G	I (ACEFRS)	T	-	One session per year
57.	Committee for Development Policy, seventh session [Economic and Social Council resolution 1998/46]	14-18 March	New York	24 E	I (ACEFRS)	T	-	One session per year
58.	Human Rights Committee, eighty-third session [General Assembly resolution 2200 A (XXI)] ^b	14 March-1 April ^f	New York	18 E	I (AEFRS)	T	SR	Three sessions per year
59.	Commission on Human Rights, sixty-first session [Economic and Social Council resolution 9 (II)] ^f	14 March-22 April	Geneva	53 G	I (ACEFRS)	T	SR	One session per year
60.	Group of governmental experts to conduct a study on developments in the field of information and telecommunications in the context of international security, second session [General Assembly resolution 58/32]	28 March-1 April	New York	15 E	I (ACEFRS)	T	-	
61.	UNITAR, Board of Trustees, forty-third session, first part [General Assembly resolutions 1934 (XVIII) and 47/227]	March (2-3 days)	Geneva	28 E	I (AEFRS)	T	-	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
62.	Committee of Permanent Representatives to UNEP [Governing Council decision 13/2]	March (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four sessions per year
63.	Group of governmental experts of the States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, tenth session [decision of the States parties, December 2001] ^{b,c}	March	Geneva	90 G	I (ACEFRS)	T	-	
64.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), forty-seventh session ^c	March	Geneva	15 G	I (ACEFRS)	T	SR	Four sessions per year
65.	Committee for the United Nations Population Award [General Assembly resolution 36/201]	March/April ^g (2 days)	New York	10 G	I (EFS)	T	-	One session per year
66.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	March/April ^g (1 meeting)	New York	12 E	-	-	-	Three sessions of one meeting each per year
67.	Commission on Population and Development, thirty-eighth session [Economic and Social Council resolutions 150 (VII), 87 (LVII) and 1995/55]	4-8 April	New York	47 G	I (ACEFRS)	T	-	One session per year
68.	Committee of Experts on Public Administration [Economic and Social Council resolutions 2001/45 and 2003/60]	4-8 April	New York	24 E	I (ACEFRS)	T	-	One session per year
69.	Commission on the Limits of the Continental Shelf [annex II, article 2 (5), of the United Nations Convention on the Law of the Sea] ^b	4-8 April	New York	21 E	I (ACEFRS)	T	-	Two sessions per year
70.	UNCITRAL, Working Group on Procurement [General Assembly resolution 33/92]	4-8 April	New York	60 G	I (ACEFRS)	T	-	
71.	United Nations System Chief Executives Board for Coordination, first regular session [Economic and Social Council decision 2001/321]	4-8 April	To be determined	27 ST	I (EF)	T	-	Two sessions per year
72.	Committee on the Peaceful Uses of Outer Space, Legal Subcommittee, forty-fourth session [General Assembly resolution 1472 (XIV)]	4-15 April	Vienna	61 G	I (ACEFRS)	T	SR ^h	One session per year
73.	UNCITRAL, Working Group on Electronic Commerce [General Assembly resolution 33/92]	11-15 April	New York	60 G	I (ACEFRS)	T	-	Two sessions per year
74.	ICSC, sixtieth session [General Assembly resolution 3357 (XXIX)]	11-22 April	Bangkok	15 E	I (EFRS)	T	-	Two sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
75.	Disarmament Commission [General Assembly resolution S-10/2]	11-28 April	New York	191 G	I (ACEFRS)	T	PV	One session per year
76.	Eleventh United Nations Congress on Crime Prevention and Criminal Justice [General Assembly resolution 58/138]	18-25 April	Bangkok	194 G	I (ACEFRS)	T	-	One session every five years
77.	UNCITRAL, Working Group on Transport Law [General Assembly resolution 33/92]	18-28 April	New York	60 G	I (ACEFRS)	T	-	Two sessions per year
78.	Committee on Information, twenty-seventh session [General Assembly resolution 33/115 C]	18-28 April	New York	102 G	I (ACEFRS)	T	-	One session per year
79.	Committee against Torture, pre-sessional working group [General Assembly resolution 56/143] ^b	25-28 April	Geneva	4 E	I (EFRS)	T	-	
80.	Committee on Economic, Social and Cultural Rights, thirty-fourth session [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39] ^b	25 April-13 May ^g	Geneva	18 E	I (AEFRS)	T	SR	Two sessions per year
81.	Economic and Social Council, resumed organizational session [Charter]	27-28 April	New York	54 G	I (ACEFRS)	T	SR	
82.	ESCAP, sixty-first session [Economic and Social Council resolutions 37 (IV), 69 (V) and 723 B (XXVIII)]	April ^g (7 days)	Bangkok	52 G	I (CEFR)	T	-	One session per year
83.	Economic and Social Council, special high-level meeting with the Bretton Woods institutions and the World Trade Organization [General Assembly resolution 50/227]	April ^g (1 day)	New York	54 G	I (ACEFRS)	T	SR	
84.	Committee on Non-Governmental Organizations, organizational session [Economic and Social Council resolution 1996/31]	April ^g (1 day)	New York	19 G	I (ACEFRS)	T	-	
85.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	April ^g	Nairobi	58 G	I (ACEFRS)	T	-	Four meetings per year
86.	ESCWA, Preparatory Committee [Economic and Social Council resolution 1994/26]	April ^g	Beirut	13 G	I (AEF)	T	-	One session every two years
87.	ESCWA, twenty-third session [Economic and Social Council resolutions 1818 (LV), 2089 (LXIII) and 1994/26]	April ^g	Beirut	13 G	I (AEF)	T	-	One session every two years
88.	UNCCD, Committee for the Review of the Convention, third session [General Assembly resolution 58/242] ^b	April/May ^g (2 weeks)	To be determined	185 G	I (ACEFRS)	T	-	One session every two years
89.	International Narcotics Control Board, eighty-third session [Single Convention on Narcotic Drugs of 1961, article 11] ^b	2-13 May	Vienna	13 E	I (ACEFRS)	T	-	Two or three sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
90.	Committee against Torture, thirty-fourth session [General Assembly resolution 39/46 A] ^b	2-20 May	Geneva	10 E	I (EFRS)	T	SR	Two sessions per year
91.	2005 Review Conference of the States Parties to the Treaty on the Non-Proliferation of Nuclear Weapons, second session [General Assembly resolution 55/33 D] ^{b,c}	2-27 May	New York	188 G	I (ACEFRS)	T	-	
92.	General Assembly, Fifth Committee, resumed session [Charter]	2-27 May	New York	191 G	I (ACEFRS)	T	SR	
93.	International Law Commission, fifty-seventh session [General Assembly resolution 174 (II)]	2 May-3 June and 4 July-5 August	Geneva	34 E	I (ACEFRS)	T	SR	One session per year
94.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 173 (II)]	3 May-15 July	New York	16 E	I (ACEFRS)	T	-	Three sessions per year
95.	United Nations Voluntary Fund for Victims of Torture, Board of Trustees, twenty-fourth session [General Assembly resolution 36/151]	9-25 May	Geneva	5 E	I (EFS)	T	-	One session per year
96.	Committee on Non-Governmental Organizations [Economic and Social Council resolutions 3 (II) and 1296 (XLIV) and decisions 1995/304 and 1997/297]	9-27 May	New York	19 G	I (ACEFRS)	T	-	One session per year
97.	Permanent Forum on Indigenous Issues, pre-sessional meeting [Economic and Social Council decision 2004/286]	11-13 May	New York	16 E	I (ACEFRS)	T	-	
98.	Committee on Economic, Social and Cultural Rights, pre-sessional working group [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39] ^b	16-20 May	Geneva	5 E	I (EFRS)	T	-	Two sessions per year
99.	Commission on Human Rights, Subcommission on the Promotion and Protection of Human Rights, Working Group on Minorities [Economic and Social Council decision 1998/246]	16-23 May	Geneva	5 E	I (ACEFRS)	T	-	One session per year
100.	United Nations Forum on Forests, fifth session [Economic and Social Council resolution 2000/35 and decision 2001/218]	16-27 May	New York	194 G	I (ACEFRS)	T	-	
101.	Permanent Forum on Indigenous Issues [Economic and Social Council resolution 2000/22]	16-27 May	New York	16 E	I (ACEFRS)	T	-	One session per year
102.	UNFCCC, meetings of subsidiary bodies of the Conference of the Parties to the Convention [General Assembly resolution 58/243] ^b	16-27 May	Bonn	189 G	I (ACEFRS)	T	-	
103.	Committee on the Rights of the Child, thirty-ninth session [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	16 May-3 June	Geneva	18 E	I (ACEFRS)	T	SR	Three sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
104.	Commission on Crime Prevention and Criminal Justice, fourteenth session [Economic and Social Council resolution 1992/1]	18-27 May	Vienna	40 G	I (ACEFRS)	T	-	One session per year
105.	Commission on Crime Prevention and Criminal Justice, parallel meetings for informal consultations and working groups [Economic and Social Council decision 1997/232]	18-27 May (12 meetings)	Vienna	40 G	I (ACEFRS)	T	-	
106.	Commission on Science and Technology for Development, eighth session [General Assembly resolution 46/235 and Economic and Social Council resolution 1993/75]	23-27 May	Geneva	33 G	I (ACEFRS)	T	-	One session per year
107.	Commission on Human Rights, Working Group on Arbitrary Detention [Economic and Social Council decision 2003/247]	23-27 May	Geneva	5 E	I (EFS)	T	-	
108.	UNCTAD, Working Party on the medium-term plan and the programme budget, forty-fourth session, second part [UNCTAD resolution 114 (V) and Trade and Development Board decision 156 (XVII)]	23-27 May	Geneva	19 G	I (ACEFRS)	T	-	One or two sessions per year
109.	Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families [General Assembly resolution 45/158] ^b	30 May-3 June	Geneva	10 E	I (ACEFRS)	T	SR	
110.	United Nations Scientific Committee on the Effects of Atomic Radiation, fifty-first session [General Assembly resolution 913 (X)]	30 May-3 June	Vienna	21 G	I (CEFRS)	T	-	One session per year
111.	WFP, Executive Board, annual session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8] ^c	30 May-3 June	Rome	36 G	I (ACEFRS)	T	-	One session per year
112.	High-level Committee on the Review of Technical Cooperation among Developing Countries, fourteenth session [General Assembly resolution 33/134]	31 May-3 June	New York	194 G	I (ACEFRS)	T	-	One session every two years
113.	Conference on Disarmament, second part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 L]	30 May-15 July	Geneva	61 G	I (ACEFRS)	T	PV	One session in three parts per year
114.	Regional seminar to review the situation in Non-Self-Governing Territories under the Second Decade on the Eradication of Colonialism [General Assembly resolution 55/147]	May (3 days)	To be determined	To be determined	I (EFS)	T	-	One session per year
115.	United Nations Latin American and Caribbean Meeting on the Question of Palestine [General Assembly resolution 58/19]	May (3 days)	To be determined	To be determined	I (EFS)	T	-	

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
116.	Committee for Programme and Coordination, organizational session [Economic and Social Council resolution 2008 (LX) and General Assembly resolution 31/93]	May (1 day)	New York	34 G	I (ACEFRS)	T	-	One session per year
117.	Investments Committee [General Assembly resolution 248 (III)]	May	New York	11-12 E	-	-	-	Four or five meetings per year
118.	Broad-based consultations on further steps to enhance international cooperation in preventing, combating and eradicating illicit brokering in small arms and light weapons [General Assembly resolution 58/241]	May/June (2 days)	New York	191 G	I (ACEFRS)	T	-	
119.	High-level meeting to review the progress achieved in realizing the commitments set out in the Declaration of Commitment on HIV/AIDS [General Assembly resolution 58/313]	2 June	New York	191 G	I (ACEFRS)	T	-	
120.	Voluntary Fund for Technical Cooperation in the Field of Human Rights, Board of Trustees [Economic and Social Council decision 1993/283]	6-8 June	Geneva	5 E	I (EF)	T	-	Two sessions per year
121.	UNICEF, Executive Board, annual session [General Assembly resolutions 57 (I) and 48/162]	6-10 June	New York	36 G	I (ACEFRS)	T	-	One session per year
122.	Open-ended Informal Consultative Process on Oceans and the Law of the Sea [General Assembly resolution 57/141]	6-10 June	New York	191 G	I (ACEFRS)	T	-	
123.	Committee on the Rights of the Child, pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	6-10 June	Geneva	18 E	I (ACEFRS)	T	-	Three sessions per year
124.	Commission on Human Rights, Subcommission on the Promotion and Protection of Human Rights, Working Group on Contemporary Forms of Slavery [Economic and Social Council decision 16 (LVI)]	6-10 June	Geneva	5 E	I (EFRS)	T	-	One session per year
125.	WFP, Executive Board, second regular session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8] ^c	6-10 June	Rome	36 G	I (ACEFRS)	T	-	Three sessions per year
126.	Open-ended Working Group on an International Instrument to Enable States to Identify and Trace, in a Timely and Reliable Manner, Illicit Small Arms and Light Weapons, third session [General Assembly resolution 58/241]	6-17 June	New York	191 G	I (ACEFRS)	T	-	

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
127.	Committee for Programme and Coordination, forty-fifth session [Economic and Social Council resolution 2008 (LX) and General Assembly resolution 31/93]	6 June-1 July	New York	34 G	I (ACEFRS)	T	-	One session per year
128.	Committee on the Peaceful Uses of Outer Space, forty-eighth session [General Assembly resolution 1472 A (XIV)]	8-17 June	Vienna	61 G	I (ACEFRS)	T	PV ^h	One session per year
129.	UNDP and UNFPA, Executive Board, annual session [General Assembly resolutions 2029 (XX) and 48/162]	13-24 June	New York	36 G	I (ACEFRS)	T	-	One session per year
130.	Meeting of the States Parties to the United Nations Convention on the Law of the Sea [General Assembly resolutions 37/66 and 49/28] ^b	13-24 June	New York	145 G	I (ACEFRS)	T	-	One or two sessions per year
131.	Meeting of persons chairing human rights treaty bodies [General Assembly resolutions 46/111 and 49/178] ^b	20-24 June	Geneva	8 E	I (EFS)	T	-	One session per year
132.	United Nations Administrative Tribunal [General Assembly resolution 351 A (IV)]	20 June-1 July	Geneva	7 E	I (EF)	T	PV ⁱ	Two sessions per year
133.	United Nations Board of Auditors [General Assembly resolution 74 (I)]	27-29 June	New York	3 E	I (EF)	-	-	One session per year
134.	Committee on the Elimination of Discrimination against Women, Working Group on Communications under the Optional Protocol to the Convention [General Assembly resolution 55/70] ^b	27 June-1 July	New York	5 E	I (EFS)	T	-	Two sessions per year
135.	Eighth United Nations Regional Cartographic Conference for the Americas [Economic and Social Council decision 2001/232]	27 June-1 July	New York	41 G	I (EFS)	T	-	One session every four years
136.	Committee on Contributions, sixty-fifth session [General Assembly resolution 14 (I) A]	June (3 weeks)	New York	18 E	I (ACEFRS)	T	-	One session per year
137.	United Nations Joint Staff Pension Board, Committee of Actuaries [General Assembly resolution 1561 (XV), article XXIX]	June (1 week)	New York	5 E	I (ER)	T	-	One session per year
138.	United Nations international meeting on the question of Palestine [General Assembly resolution 58/19]	June (3 days)	To be determined	To be determined	I (EF)	T	-	
139.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	June (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four meetings per year
140.	Extraordinary meeting of Permanent Representatives to UNEP [Governing Council decision 19/32]	June (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	
141.	Committee of Permanent Representatives to UNEP [Governing Council decision 13/2]	June (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
142.	Group of governmental experts of the States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, eleventh session [decision of the States parties, December 2001] ^{b,c}	June	Geneva	90 G	I (ACEFRS)	T	-	
143.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), forty-eighth session ^c	June	Geneva	15 G	I (ACEFRS)	T	SR	Four sessions per year
144.	Meeting of experts of the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction [decision of the States parties at the Fifth Review Conference] ^{b,c}	June	Geneva	To be determined	I (ACEFRS)	T	-	
145.	ECA, Committee of Experts of the Conference of African Ministers of Finance, Planning and Economic Development, twenty-fourth meeting [Economic and Social Council resolution 671 (XXV)]	June	Addis Ababa	53 G	I (AEF)	T	-	One session per year
146.	ECA, Conference of African Ministers of Finance, Planning and Economic Development, thirty-eighth session of the Commission [Economic and Social Council resolution 671 (XXV)]	June	Addis Ababa	53 G	I (AEF)	T	-	One session per year
147.	Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples [General Assembly resolution 1654 (XVI)]	June/July (6-8 meetings per week, up to 30 meetings)	New York	25 G	I (ACEFRS)	T	SR ^e	
148.	Subcommittee of Experts on the Transport of Dangerous Goods [Economic and Social Council resolutions 1989/104 and 1999/65]	June/July (1 week)	Geneva	27 G	I (CEFRS)	T	-	Two sessions per year
149.	Advisory Board on Disarmament Matters [General Assembly resolution 37/99 K]	June/July (3-4 days)	New York	20 E	I (ACEFRS)	T	-	Two sessions per year
150.	Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families [General Assembly resolution 45/158] ^b	4-8 July	Geneva	10 E	I (ACEFRS)	T	SR	
151.	United Nations Commission on International Trade Law, thirty-eighth session [General Assembly resolution 2205 (XXI)]	4-22 July	Vienna	60 G	I (ACEFRS)	T	SR	One session per year
152.	Economic and Social Council, substantive session [Charter]	4-29 July	Geneva	54 G	I (ACEFRS)	T	SR	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
153.	Committee on the Elimination of Discrimination against Women, thirty-third session [General Assembly resolutions 34/180 and 51/68] ^b	5-22 July (or 5-29 July) ^j	New York	23 E	I (ACEFRS)	T	SR	Two sessions per year
154.	Second biennial meeting of States to consider the implementation of the Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects [General Assembly resolution 56/24 V]	11-15 July	New York	191 G	I (ACEFRS)	T	SR	One session every two years
155.	ICSC, sixty-first session [General Assembly resolution 3357 (XXIX)]	11-22 July	New York	15 E	I (EFRS)	T	-	Two sessions per year
156.	Group of governmental experts to conduct a study on developments in the field of information and telecommunications in the context of international security, third session [General Assembly resolution 58/32]	11-22 July	New York	15 E	I (ACEFRS)	T	-	
157.	Human Rights Committee, eighty-fourth session [General Assembly resolution 2200 A (XXI)] ^b	11-29 July	Geneva	18 E	I (AEFRS)	T	SR	Three sessions per year
158.	Committee on the Elimination of Discrimination against Women, pre-sessional working group [General Assembly resolutions 45/124, 47/94 and 51/68] ^b	25-29 July	New York	4 E	I (EFS)	T	-	Two sessions per year
159.	Commission on Human Rights, Subcommission on the Promotion and Protection of Human Rights, fifty-seventh session [Economic and Social Council resolution 9 (II)]	25 July- 12 August	Geneva	26 E	I (ACEFRS)	T	SR	One session per year
160.	United Nations Joint Staff Pension Board, Standing Committee [General Assembly resolution 248 (III)]	July (1 week)	New York	15 E	I (EF)	T	-	One session every two years
161.	Commission on Human Rights, Subcommission on the Promotion and Protection of Human Rights, Working Group on Indigenous Populations [Economic and Social Council resolution 1982/34]	July (1 week)	Geneva	5 E	I (CEFRS)	T	-	One session per year
162.	Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals [Economic and Social Council resolutions 1989/104 and 1999/65]	July (3 days)	Geneva	29 G	I (CEFRS)	T	-	Two sessions per year
163.	UNCTAD, Intergovernmental Group of Experts on Competition Law and Policy [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	July	Geneva	To be determined	I (ACEFRS)	T	-	
164.	International Law Seminar [General Assembly resolution 49/51]	July/August (3 weeks)	Geneva	30 E	I (EFS)	-	-	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
165.	Subcommission on the Promotion and Protection of Human Rights, intersessional forum on economic, social and cultural rights (Social Forum) [Economic and Social Council decision 2003/264]	July-August (2 days)	Geneva	10 E	I (ACEFRS)	T	-	One session per year
166.	Committee on the Elimination of Racial Discrimination, sixty-seventh session [General Assembly resolution 2106 A (XX)] ^b	1-19 August	Geneva	18 E	I (CEFRS)	T	SR	Two sessions per year
167.	Commission on Human Rights, Subcommission on the Promotion and Protection of Human Rights, Working Group on Communications [Economic and Social Council resolution 1503 (XLVIII)]	15-26 August	Geneva	5 E	I (CEFRS)	T	-	One session per year
168.	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)] ^b	15-26 August	Geneva	9 E	I (EFRS)	T	-	Three sessions per year
169.	Commission on the Limits of the Continental Shelf [annex II, article 2 (5), of the United Nations Convention on the Law of the Sea] ^b	29 August-2 September	New York	21 E	I (ACEFRS)	T	-	Two sessions per year
170.	Commission on Human Rights, Working Group on Arbitrary Detention [Economic and Social Council decision 2003/247]	29 August-2 September	Geneva	5 E	I (EFS)	T	-	
171.	Conference on Disarmament, third part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 L]	August/September (7 weeks)	Geneva	61 G	I (ACEFRS)	T	PV	One session in three parts per year
172.	UNCITRAL, Working Group on Security Interests [General Assembly resolution 33/92]	5-9 September	Vienna	60 G	I (ACEFRS)	T	-	Two sessions per year
173.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 173 (II)]	6 September-23 December	New York	16 E	I (ACEFRS)	T	-	Three sessions per year
174.	UNICEF, Executive Board, second regular session [General Assembly resolutions 57 (I) and 48/162]	12-16 September ^c	New York	36 G	I (ACEFRS)	T	-	
175.	UNCTAD, Working Party on the medium-term plan and the programme budget, forty-fifth session [UNCTAD resolution 114 (V) and Trade and Development Board decision 156 (XVII)]	12-16 September	Geneva	19 G	I (ACEFRS)	T	-	One or two sessions per year
176.	Committee on the Rights of the Child, fortieth session [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	12-30 September	Geneva	18 E	I (ACEFRS)	T	SR	Three sessions per year
177.	General Assembly, sixtieth session [Charter]	13 September-December	New York	191 G	I (ACEFRS)	T	PV/SR ^k	

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
178.	UNDP and UNFPA, Executive Board, second regular session [General Assembly resolutions 2029 (XX) and 48/162]	19-23 September ^c	New York	36 G	I (ACEFRS)	T	-	
179.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), forty-ninth session ^c	September (3 days)	Geneva	15 G	I (ACEFRS)	T	SR	Four sessions per year
180.	United Nations Civil Society Conference on the Question of Palestine [General Assembly resolution 58/19]	September (3 days)	To be determined	To be determined	I (EF)	T	-	
181.	UNITAR, Board of Trustees, forty-third session, second part [General Assembly resolutions 1934 (XVIII) and 47/227]	September (2-3 days)	Geneva	28 E	I (AEFRS)	T	-	One session per year
182.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	September (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four meetings per year
183.	Committee of Permanent Representatives to UNEP [Governing Council decision 13/2]	September (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four sessions per year
184.	UNRWA, Advisory Commission [General Assembly resolution 302 (IV)] ^c	September (1 day)	Amman	10 G	I (AEF)	T	-	One session per year
185.	Investments Committee [General Assembly resolution 248 (III)]	September	New York	11-12 E	-	-	-	Four or five meetings per year
186.	Commission on Human Rights, working group of experts on people of African descent [Economic and Social Council decision 2003/246]	September/ October (1 week)	Geneva	5 E	I (AEFRS)	T	-	
187.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	September/ October (1 meeting)	New York	12 E	-	-	-	Three sessions of one meeting each per year
188.	UNCTAD, Intergovernmental Working Group of Experts on International Standards of Accounting and Reporting [Economic and Social Council resolution 1982/67]	September/ October	Geneva	34 G	I (ACEFRS)	T	-	
189.	Committee on the Rights of the Child, pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211] ^b	3-7 October	Geneva	18 E	I (ACEFRS)	T	-	Three sessions per year
190.	UNCITRAL, Working Group on Arbitration [General Assembly resolution 33/92]	3-7 October	Vienna	60 G	I (ACEFRS)	T	-	Two sessions per year
191.	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)] ^b	10-14 October	Geneva	9 E	I (EFRS)	T	-	Three sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
192.	Conference of the Parties to the United Nations Convention against Transnational Organized Crime and its Protocols, second session [General Assembly resolution 55/25]	10-21 October	Vienna	To be determined	I (ACEFRS)	T	-	
193.	UNCTAD, Trade and Development Board, fifty-second session [General Assembly resolution 1995 (XIX) and UNCTAD resolution 114 (V)]	17-21 October	Geneva	148 G	I (ACEFRS)	T	-	One session per year
194.	UNCITRAL, Working Group on procurement [General Assembly resolution 33/92]	17-21 October	Vienna	60 G	I (ACEFRS)	T	-	
195.	Human Rights Committee, eighty-fifth session [General Assembly resolution 2200 A (XXI)] ^b	17 October-4 November	Geneva	18 E	I (AEFRS)	T	SR	Three sessions per year
196.	UNCCD, Conference of the Parties to the Convention, seventh session, and meetings of subsidiary bodies [General Assembly resolution 58/242] ^b	October (2 weeks)	Bonn	185 G	I (ACEFRS)	T	-	One session every two years
197.	UNHCR, Executive Committee, fifty-sixth session [General Assembly resolution 1166 (XII)]	October (1 week)	Geneva	66 G	I (ACEFRS)	T	SR	One session per year
198.	General Assembly, high-level dialogue on financing for development [General Assembly resolution 57/250]	October (3 days)	New York	191 G	I (ACEFRS)	T	PV	One session every two years
199.	Advisory Committee on the United Nations Programme of Assistance in the Teaching, Study, Dissemination and Wider Appreciation of International Law, fortieth session [General Assembly resolution 2099 (XX)]	October (2 days)	New York	25 G	I (ACEFRS)	T	-	One session per year
200.	Committee of Permanent Representatives to UNEP [Governing Council decision 13/2]	October (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four sessions per year
201.	Extraordinary meeting of Permanent Representatives to UNEP [Governing Council decision 19/32]	October (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	
202.	United Nations System Chief Executives Board for Coordination, second regular session [Economic and Social Council decision 2001/321]	October	New York	27 ST	I (EF)	T	-	Two sessions per year
203.	United Nations Administrative Tribunal [General Assembly resolution 351 (IV)]	October/ November (5 weeks)	New York	7 E	I (EF)	T	PV ⁱ	Two sessions per year
204.	Committee against Torture, pre-sessional working group [General Assembly resolution 56/44] ^b	7-11 November	Geneva	4 E	I (EFRS)	T	-	
205.	WFP, Executive Board, third regular session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8] ^c	7-11 November	Rome	36 G	I (ACEFRS)	T	-	Three sessions per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
206.	UNFCCC, Conference of the Parties to the Convention, eleventh session, and meetings of subsidiary bodies [General Assembly resolution 58/243] ^b	7-18 November	Bonn	189 G	I (ACEFRS)	T	-	One session per year
207.	Committee on Economic, Social and Cultural Rights, thirty-fifth session [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39] ^b	7-25 November	Geneva	18 E	I (AEFRS)	T	SR	Two sessions per year
208.	International Narcotics Control Board, eighty-fourth session [Single Convention on Narcotic Drugs of 1961, article 11] ^b	7-25 November	Vienna	13 E	I (ACEFRS)	T	-	Two or three sessions per year
209.	Voluntary Fund for Technical Cooperation in the Field of Human Rights, Board of Trustees [Economic and Social Council decision 1993/283]	14-16 November	Geneva	5 E	I (EF)	T	-	Two sessions per year
210.	Committee against Torture, thirty-fifth session [General Assembly resolution 39/46 A] ^b	14-25 November	Geneva	10 E	I (EFRS)	T	SR	Two sessions per year
211.	Commission on Human Rights, Working Group on Arbitrary Detention [Economic and Social Council decision 2003/247]	16-25 November	Geneva	5 E	I (EFS)	T	-	
212.	Committee on Economic, Social and Cultural Rights, pre-sessional working group [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39] ^b	28 November- 2 December	Geneva	5 E	I (EFRS)	T	-	Two sessions per year
213.	UNCITRAL, Working Group on Transport Law [General Assembly resolution 33/92]	28 November- 9 December	Vienna	60 G	I (ACEFRS)	T	-	Two sessions per year
214.	Committee on the Exercise of the Inalienable Rights of the Palestinian People, Special Meeting in Observance of the International Day of Solidarity with the Palestinian People [General Assembly resolutions 32/40 B and 33/28]	29 November	New York	25 G	I (ACEFRS)	T	PV	One session per year
215.	Panel of External Auditors of the United Nations, the Specialized Agencies and the International Atomic Energy Agency [General Assembly resolutions 347 (IV) and 1438 (XIV)]	29 November- 6 December	To be determined	9 E	I (EF)	-	-	One session per year
216.	Tenth meeting of the States Parties to the Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment [General Assembly resolution 39/46 A] ^b	30 November	Geneva	139 G	I (EFRS)	T	SR	One session every two years
217.	United Nations Pledging Conference for Development Activities [General Assembly resolution 32/197]	November (1 day)	New York	194 G	I (ACEFRS)	T	-	One session per year
218.	Disarmament Commission, organizational session [General Assembly resolution S-10/2]	November (1 day)	New York	191 G	I (ACEFRS)	T	PV	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
219.	Ad Hoc Committee of the General Assembly for the Announcement of Voluntary Contributions to the United Nations Relief and Works Agency for Palestine Refugees in the Near East [General Assembly resolution 1729 (XVI)]	November (1 meeting)	New York	194 G	I (ACEFRS)	T	-	One meeting per year
220.	Investments Committee [General Assembly resolution 248 (III)]	November	New York	11-12 E	-	-	-	Four or five meetings per year
221.	Group of governmental experts of the States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, twelfth session [decision of the States parties, December 2001] ^{b,c}	November	Geneva	90 G	I (ACEFRS)	T	-	
222.	Seventh Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects [article 13, paragraph 1, of Amended Protocol] ^{b,c}	November	Geneva	69 G	I (ACEFRS)	T	SR	One session per year
223.	Annual meeting of the States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects [Convention] ^{b,c}	November	Geneva	89 G	I (ACEFRS)	T	SR	One session per year
224.	Ad Hoc Committee of the General Assembly for the Announcement of Voluntary Contributions to the Programme of the United Nations High Commissioner for Refugees [General Assembly resolution 55/75]	6 December (1 meeting)	Geneva	194 G	I (ACEFRS)	T	-	One meeting per year
225.	United Nations Board of Auditors, special session [General Assembly resolution 74 (I)]	7 December	To be determined	3 E	-	-	-	One session per year
226.	Annual meeting of the States parties to the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction [decision of the States parties at the Fifth Review Conference] ^{b,c}	December	Geneva	144 G	I (ACEFRS)	T	-	
227.	UNU, Council, fifty-second session [General Assembly resolution 3081 (XXVIII)]	December (1 week)	Tokyo	28 E	I (EF)	T	-	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
228.	Subcommittee of Experts on the Transport of Dangerous Goods [Economic and Social Council resolutions 1989/104 and 1999/65]	December (7 days)	Geneva	27 G	I (CEFRS)	T	-	Two sessions per year
229.	Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals [Economic and Social Council resolution 1999/65]	December (3 days)	Geneva	29 G	I (CEFRS)	T	-	Two sessions per year
230.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), fiftieth session ^c	December (3 days)	Geneva	15 G	I (ACEFRS)	T	SR	Four sessions per year
231.	Commission on Narcotic Drugs, resumed forty-eighth session [Economic and Social Council resolutions 9 (I) and 1991/39]	December (3 days)	Vienna	53 G	I (ACEFRS)	T	-	One session every two years
232.	UNICEF, Executive Board, extraordinary budgetary session [Executive Board decision 2000/7]	December (2 days)	New York	36 G	I (ACEFRS)	T	PV	One session every two years
233.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	December (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four meetings per year
234.	Committee of Permanent Representatives to UNEP [Governing Council decision 13/2]	December (1 day)	Nairobi	58 G	I (ACEFRS)	T	-	Four sessions per year
235.	UNCTAD, other commodity conferences and commodity meetings [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	As required (up to 30 meetings)	Geneva	^d	I (ACEFRS)	T	-	As required
236.	UNCTAD, seminars and study groups [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	As required (up to 30 meetings)	Geneva	^d	I (ACEFRS)	T	-	As required
237.	UNCTAD, consultations of the Secretary-General and of the President of the Trade and Development Board [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	As required (up to 20 meetings)	Geneva	^d	I (ACEFRS)	T	-	As required
238.	UNCTAD, executive sessions of the Trade and Development Board [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	As required (3 days)	Geneva	^d	I (ACEFRS)	T	-	As required
239.	UNDP and UNFPA, Executive Board, briefings and informal consultations [General Assembly resolutions 2020 (XX) and 48/162]	As required	New York	36 G	I (ACEFRS)	T	-	As required

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
240.	UNICEF, Executive Board, briefings and informal consultations [General Assembly resolutions 57 (I) and 48/162]	As required	New York	36 G	I (ACEFRS)	T	-	As required
241.	Trusteeship Council (and drafting committees) [Charter]	As required	New York	5 G	I (CEFR)	T	PV ^e	As required
242.	Security Council [Charter]	As required	New York	15 G	I (ACEFRS)	T	PV	As required
243.	Security Council Committee of Experts [decision taken by the Security Council at its 1st meeting, 1946]	As required	New York	15 G	I (ACEFRS)	T	SR	As required
244.	Security Council, Committee on the Admission of New Members [decision taken by the Security Council at its 42nd meeting, 1946]	As required	New York	15 G	I (ACEFRS)	T	SR	As required
245.	Security Council, Committee on Council Meetings away from Headquarters [decision taken by the Security Council at its 1625th meeting]	As required	New York	15 G	I (ACEFRS)	T	SR	As required
246.	Security Council Committee established pursuant to resolution 751 (1992) concerning Somalia	As required	New York	15 G	I (ACEFRS)	T	SR	As required
247.	Security Council Committee established pursuant to resolution 918 (1994) concerning Rwanda	As required	New York	15 G	I (ACEFRS)	T	SR	As required
248.	Security Council Committee established pursuant to resolution 1132 (1997) concerning Sierra Leone	As required	New York	15 G	I (ACEFRS)	T	SR	As required
249.	Security Council Committee established pursuant to resolution 1267 (1999) concerning Al-Qaida and the Taliban and Associated Individuals and Entities	As required	New York	15 G	I (ACEFRS)	T	SR	As required
250.	Security Council Committee established pursuant to resolution 1373 (2001) concerning counter-terrorism	As required	New York	15 G	I (ACEFRS)	T	SR	As required
251.	Security Council Committee established pursuant to resolution 1518 (2003)	As required	New York	15 G	I (ACEFRS)	T	SR	As required
252.	Security Council Committee established pursuant to resolution 1521 (2003) concerning Liberia	As required	New York	15 G	I (ACEFRS)	T	SR	As required
253.	Security Council Committee established pursuant to resolution 1533 (2004) concerning the Democratic Republic of the Congo	As required	New York	15 G	I (ACEFRS)	T	SR	As required
254.	Security Council Committee established pursuant to resolution 1540 (2004) (Weapons of mass destruction)	As required	New York	15 G	I (ACEFRS)	T	SR	As required
255.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991) ^c	As required	Geneva	15 G	I (ACEFRS)	T	SR	As required

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
256.	United Nations Conciliation Commission for Palestine [General Assembly resolution 194 (III)]	As required	New York	3 G	I (EF)	T	-	As required
257.	Special Committee on Peacekeeping Operations and its Working Group [General Assembly resolution 2006 (XIX)]	As required	New York	113 G	I (ACEFRS)	T	-	As required
258.	Committee on the Exercise of the Inalienable Rights of the Palestinian People [General Assembly resolution 3376 (XXX)]	As required	New York	25 G	I (ACEFRS)	T	SR	As required
259.	Committee on Conferences [General Assembly resolution 43/222 B]	As required	New York	21 G	I (AEFRS)	T	-	As required
260.	Committee on Relations with the Host Country [General Assembly resolution 2819 (XXVI)]	As required	New York	19 G	I (ACEFRS)	T	-	As required
261.	Economic and Social Council, informal consultations [General Assembly resolution 50/227]	As required	New York	54 G	I (ACEFRS)	T	-	As required
262.	ECE, committees and working groups [Economic and Social Council resolution 36 (IV)]	As required	Geneva	55 G	To be determined	T	-	As required
263.	International Criminal Tribunal for the Prosecution of Persons Responsible for Serious Violations of International Humanitarian Law Committed in the Territory of the Former Yugoslavia since 1991 [Security Council resolution 808 (1993) and General Assembly resolution 47/235] ^c	As required	The Hague	11 E	I (EF)	T	-	As required
264.	International Criminal Tribunal for the Prosecution of Persons Responsible for Genocide and Other Serious Violations of International Humanitarian Law Committed in the Territory of Rwanda and Rwandan Citizens Responsible for Genocide and Other Such Violations Committed in the Territory of Neighbouring States between 1 January and 31 December 1994 [Security Council resolution 955 (1994)] ^c	As required	Arusha	11 E	I (EF)	T	-	As required
265.	Ad Hoc Group of Experts on International Cooperation in Tax Matters [Economic and Social Council resolutions 1273 (XLIII) and 1765 (LIV)]	To be determined (1 week)	New York	25 E	I (ACEFRS)	T	-	One session every two years
266.	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, Asia and the Pacific region [Economic and Social Council resolutions 1985/11 and 1988/15]	To be determined (1 week)	Bangkok	51 G	I (CEFR)	T	-	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
267.	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, Latin America and the Caribbean region [Economic and Social Council resolutions 1987/34 and 1988/15]	To be determined (1 week)	Santiago	41 G	I (EFS)	T	-	One session per year
268.	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, African region [Economic and Social Council resolution 1985/11]	To be determined (1 week)	Addis Ababa	53 G	I (AEF)	T	-	One session per year
269.	Commission on Narcotic Drugs, Subcommission on Illicit Drug Traffic and Related Matters in the Near and Middle East [Economic and Social Council resolution 1776 (LIV)]	To be determined (1 week)	A capital in the region	23 G	I (AER)	T	-	One session per year
270.	General meeting on cooperation between the representatives of the secretariats of the United Nations system and the General Secretariat of the League of Arab States and its specialized organizations [General Assembly resolutions 45/82 and 50/16]	To be determined (3 days)	To be determined	27 ST	I (AEF)	T	-	One session every two years
271.	INSTRAW, Executive Board [Economic and Social Council resolution 2003/57] ^c	To be determined (2-5 days)	New York	11 E	I (EFS)	T	-	One session per year
272.	ECLAC, Committee of the Whole, twenty-sixth session [Economic and Social Council resolution 106 (VI)]	To be determined (2 days)	Santiago	41 G	I (EFS)	T	-	One session every two years
273.	Commission on Sustainable Development, organizational session [Economic and Social Council resolution 1997/63]	To be determined (1 day)	New York	53 G	I (ACEFRS)	T	-	One session per year
274.	Ad Hoc Committee on the Indian Ocean [General Assembly resolution 58/29]	To be determined	New York	44 G	I (ACEFRS)	T	SR	One session every two years
275.	High-level Open-ended Working Group on the Financial Situation of the United Nations [General Assembly resolution 49/143]	To be determined	New York	191 G	I (ACEFRS)	T	-	
276.	Informal Open-ended Working Group on an Agenda for Peace and/or its subgroups [General Assembly resolution 47/120]	To be determined	New York	191 G	I (ACEFRS)	T	-	
277.	Ad Hoc Open-ended Working Group on Informatics [Economic and Social Council resolution 2004/51]	To be determined	New York	54 G	-	T	-	
278.	Consultative Committee on the United Nations Development Fund for Women, forty-fifth session [General Assembly resolutions 31/133 and 39/125]	To be determined	New York	5 G	-	-	-	One session per year

	<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>			<i>Periodicity</i>
279.	Commission on Human Rights, Working Group on Enforced or Involuntary Disappearances, seventy-third session [Economic and Social Council decision 2004/260]	To be determined	New York	5 E	I (AEFS)	T	-	
280.	Open-ended Informal Consultative Process on Ocean Affairs and the Law of the Sea [General Assembly resolution 57/141]	To be determined	New York	189 G	I (ACEFRS)	T	-	
281.	Commission on Sustainable Development, thirteenth session [Economic and Social Council decision 1993/207]	To be determined	New York	53G	I (ACEFRS)	T	-	One session per year
282.	UNCTAD, expert meeting of the Commission on Investment, Technology and Related Financial Issues [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined	Geneva	To be determined	I (ACEFRS)	T	-	
283.	UNCTAD, expert meeting of the Commission on Enterprise, Business Facilitation and Development [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined	Geneva	To be determined	I (ACEFRS)	T	-	
284.	UNCTAD, expert meeting of the Commission on Trade in Goods and Services, and Commodities [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined	Geneva	To be determined	I (ACEFRS)	T	-	
285.	UNCITRAL, Working Group on Security Interests [General Assembly resolution 33/92]	To be determined	Vienna	60 G	I (ACEFRS)	T	-	Two sessions per year
286.	Ad Hoc Committee for the Negotiation of a Convention against Corruption [General Assembly resolution 58/4]	To be determined	Vienna	191 G	I (ACEFRS)	T	-	
287.	Governing Council of the United Nations Human Settlements Programme, twentieth session [Economic and Social Council resolution 1978/1 and General Assembly resolution 56/206]	To be determined	Nairobi	58 G	I (ACEFRS)	T	-	One session every two years
288.	General meeting of representatives of the United Nations system and of the Organization of American States [General Assembly resolution 55/15]	To be determined	To be determined	To be determined	-	T	-	One session every two years

(Footnotes on following page)

(Footnotes to table)

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- ^a The languages in which interpretation will be provided are indicated. Languages in which translation and meeting records will be provided vary according to the rules of procedure applicable to the body concerned and, in the case of some working groups and similar bodies, according to the actual requirements when these are less than would be provided under the rules of procedure.
- ^b Treaty body.
- ^c Conference services are funded from outside the regular budget of the United Nations.
- ^d Open to the participation of all interested States members of UNCTAD (UNCTAD resolution 80 (III), para. 9).
- ^e For plenary meetings only.
- ^f In its decision 2004/283 of 22 July 2004, the Economic and Social Council authorized six fully serviced additional meetings, including summary records, in accordance with rules 29 and 31 of the rules of procedure of the functional commission of the Council, for the Commission's sixty-first session. The Council approved the Commission's decision to request the Chairperson of the sixty-first session of the Commission to make every effort to organize the work of the session within the time normally allotted so that the additional meetings authorized by the Council might be utilized only if they proved to be absolutely necessary.
- ^g Pursuant to paragraph 4 of section I of General Assembly resolution 58/250 and as decided by the Assembly previously, United Nations intergovernmental bodies are requested to avoid holding meetings on Orthodox Good Friday, which falls on 29 April 2005.
- ^h The General Assembly, in paragraph 8 of its resolution 53/45, noted with satisfaction that, in accordance with paragraph 9 of Assembly resolution 52/56, the Committee on the Peaceful Uses of Outer Space, at its forty-first session, had reviewed further its requirements for unedited verbatim transcripts and agreed to continue the use of those transcripts.
- ⁱ When holding oral hearings.
- ^j To be extended by one week, subject to General Assembly approval.
- ^k It has been the practice to provide verbatim records for plenary and First Committee meetings only.

B. List of bodies whose mandates are to be presented for renewal to the General Assembly at its fifty-ninth session

<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>	<i>Membership</i>	<i>Servicing^a</i>		<i>Periodicity</i>
1. Ad Hoc Committee established by General Assembly resolution 51/210 of 17 December 1996	To be determined	New York	189 G	I (ACEFRS)	T	-
2. Ad Hoc Committee on an international convention against the reproductive cloning of human beings [General Assembly resolution 56/93]	To be determined	New York	189 G	I (ACEFRS)	T	-
3. Ad Hoc Committee on the convention on the safety of United Nations and associated personnel [General Assembly resolution 56/89]	To be determined	New York	189 G	I (ACEFRS)	T	-
4. Ad Hoc Committee to elaborate a convention on the rights of persons with disabilities [General Assembly resolution 58/246]	To be determined	New York	189 G	I (ACEFRS)	T	-
5. Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East [General Assembly resolution 2656 (XXV)]	To be determined	New York	9 G	I (ACEFRS)	T	-
6. Open-ended Working Group on the Question of Equitable Representation on and Increase in the Membership of the Security Council and Other Matters Related to the Security Council [General Assembly resolution 48/26]	To be determined	New York	189 G	I (ACEFRS)	T	-
7. Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization [General Assembly resolution 3349 (XXIX)]	To be determined	New York	189 G	I (ACEFRS)	T	-
8. Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Palestinian People and Other Arabs of the Occupied Territories [General Assembly resolution 2443 (XXIII)]	To be determined	Geneva	3 G	I (AEF)	T	PV ^b

^a The languages in which interpretation will be provided are indicated. Languages in which translation and meeting records will be provided vary according to the rules of procedure applicable to the body concerned and, in the case of some working groups and similar bodies, according to the actual requirements when these are less than would be provided under the rules of procedure.

^b When holding oral hearings.

C. Draft calendar of conferences and meetings of the principal organs of the specialized agencies, the International Atomic Energy Agency and treaty bodies established under the auspices of the United Nations, 2005

<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>
1. IAEA, Board of Governors, Programme and Budget Committee	17 January	Vienna
2. WHO, Executive Board	17-25 January	Geneva
3. ICAO, Committee	January	Montreal
4. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal/expert meetings	7-25 February	Vienna
5. IFAD, Governing Council	16-17 February	Rome
6. ICAO, Council	February/March	Montreal
7. ILO, Governing Body and its committees	3-24 March	Geneva
8. IAEA, Board of Governors	14 March	Vienna
9. Organization for the Prohibition of Chemical Weapons, Executive Council	15-18 March	The Hague
10. UNESCO, Executive Board	12-28 April	Paris
11. IFAD, Executive Board	20-21 April	Rome
12. UPU, Postal Operations Council	April	Bern
13. ICAO, Committee	April/May	Montreal
14. IAEA, Board of Governors, Programme and Budget Committee	2 May	Vienna
15. UNIDO, Programme and Budget Committee, twenty-first session	2-6 May	Vienna
16. WHO, World Health Assembly, fifty-eighth session	16-25 May	Geneva
17. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal/expert meetings	30 May-10 June	Vienna
18. WMO, Executive Council	May	Geneva
19. ICAO, Council	May/June	Montreal
20. ILO, General Conference	7-23 June	Geneva
21. IAEA, Board of Governors	13 June	Vienna
22. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group A and informal/expert meetings	13-17 June	Vienna
23. FAO, Council	20-25 June	Rome
24. UNIDO, Industrial Development Board	21-23 June	Vienna
25. ILO, Governing Body and its committees	24 June	Geneva

<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>
26. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, twenty-fourth session	28 June-1 July	Vienna
27. Organization for the Prohibition of Chemical Weapons, Executive Council	28 June-1 July	The Hague
28. ITU, Council	June	Geneva
29. IMO, Council	June	London
30. International Seabed Authority, Assembly, eleventh session	15-26 August	Kingston
31. UNESCO, Executive Board	August/September	Paris
32. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal/expert meetings	5-16 September	Vienna
33. IFAD, Executive Board	14-15 September	Rome
34. IAEA, Board of Governors	19 September	Vienna
35. IAEA, General Conference	26-30 September	Vienna
36. Organization for the Prohibition of Chemical Weapons, Executive Council	27-30 September	The Hague
37. Annual meetings of the Boards of Governors of the World Bank Group and the International Monetary Fund	September	Washington, D.C.
38. WIPO, Assemblies of Member States	September/October	Geneva
39. UNESCO, General Conference	September/October	Paris
40. IAEA, Board of Governors	3 October	Vienna
41. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group A and informal/expert meeting	3-7 October	Vienna
42. UPU, Council of Administration	October	Bern
43. ILO, Governing Body and its committees	3-18 November	Geneva
44. Conference of the States Parties to the Convention on the Prohibition of Chemical Weapons, eighth session	7-11 November	The Hague
45. Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, twenty-fifth session	14-18 November	Vienna
46. ITU, World Summit on the Information Society, second phase	16-18 November	Tunis
47. FAO, Council	16-18 November	Rome
48. FAO, Conference	19-30 November	Rome
49. IAEA, Board of Governors, Technical Assistance and Cooperation Committee	21 November	Vienna
50. IAEA, Board of Governors	24 November	Vienna
51. UNIDO, General Conference, eleventh session	28 November-2 December	Vienna
52. IMO, Council	November	London
53. IMO, Assembly	November	London

<i>Organ</i>	<i>Dates (2005)</i>	<i>Location</i>
54. IMO, Council	November	London
55. ICAO, Council	November/December	Montreal
56. FAO, Council	1 December	Rome
57. Organization for the Prohibition of Chemical Weapons, Executive Council	2-5 December	The Hague
58. IFAD, Executive Board	14-15 December	Rome
59. Conference on Facilitating the Entry into Force of the Comprehensive Nuclear-Test-Ban Treaty	To be determined	Vienna or New York
60. Assembly of States Parties to the Rome Statute of the International Criminal Court	To be determined	The Hague
61. Assembly of States Parties to the Rome Statute of the International Criminal Court, Budget and Finance Committee	To be determined	The Hague
62. World Trade Organization, Ministerial Conference	To be determined	To be determined
63. World Tourism Organization, General Assembly	To be determined	To be determined