1. **Election of officers**

Under the rules of procedure of the Economic Commission for Latin America and the Caribbean (ECLAC), and in accordance with established practice, the first order of business is to elect a chairman, three vice-chairmen and a rapporteur from among the representatives present at the meeting to direct the work of the Committee.

2. **Adoption of the agenda**

The provisional agenda may be adopted as submitted by the secretariat or with such amendments as the participants may deem appropriate. The organization of the work of the sessional committee shall also be decided upon. The rules of procedure provide for the possibility of holding only plenary meetings to consider the agenda in detail and to prepare the report of the Committee. In this case, any item requiring special consideration may be dealt with in a working group. A proposal to this effect may be made by any of the delegations represented at the meeting.

3. **Report on activities to promote and support cooperation among developing countries and regions carried out by the ECLAC system since the previous meeting of the Committee, held during the twenty-sixth session of the Commission**

The secretariat will submit for the consideration of the delegations the document entitled "Activities of the ECLAC system to promote and support technical cooperation among developing countries and regions during the biennium 1996-1997. Note by the secretariat" (LC/G.2000(SES.27/14)). This note contains a review of the activities carried out in the biennium 1996-1997, since the previous meeting of the Committee, held during the twenty-sixth session of the Commission (San José, Costa Rica, May 1996). The document focuses on the following topics:
(a) First, an overall assessment of the biennium is provided with respect to technical cooperation in developing countries (TCDC), both at the level of the Organization as a whole and at the regional level, in the light of the mandates issued at the twenty-sixth session of the Commission. This is followed by a review of the specific activities conducted during the period. The information is organized under two main headings: (i) activities to promote TCDC undertaken as part of specific technical cooperation projects with the countries of the region, associated with the ECLAC Programme of Work and executed with extrabudgetary resources; and (ii) activities to support TCDC that have a bearing on particular sectors and subject areas relevant to the economic and social development of the region.

(b) Some guidelines are suggested by the secretariat for future activities of the ECLAC system to support cooperation among developing countries and regions, bearing in mind the requirements of changing production patterns with social equity and environmental sustainability.

4. Guidelines for future activities of the ECLAC system to promote and support cooperation among developing countries and regions at the regional, subregional and interregional levels

Under this agenda item, the delegations may consider and propose criteria and guidelines for the activities of the ECLAC system with respect to cooperation among developing countries and regions, in the biennium 1998-2000, with a view to ensuring that such activities continue to correspond closely to the economic and social development needs of the countries in the region.

For this purpose, the delegations may wish to consider some of the suggestions put forward by the secretariat in its activities report with a view to facilitating the work of the sessional committee.

5. Other matters

Under this agenda item, delegations may consider any other matters they deem appropriate within the general scope of the meeting.

6. Adoption of the report of the meeting

The report of the meeting of the sessional committee will be adopted under the rules of procedure, if possible by consensus, in accordance with established practice. It will contain considerations and recommendations which the Committee deems appropriate for guiding the activities of the ECLAC secretariat in the field of cooperation among developing countries and regions, which will be submitted to the Commission for its approval.