PROVISIONAL ANNOTATED AGENDA
1. Openings statements

Opening statements will be made by the Director of the ECLAC Subregional Headquarters for the Caribbean and a representative of the Government of the United States Virgin Islands.

2. Election of officers

The meeting will elect its Bureau, comprising a chairperson, first vice-chairperson, second vice-chairperson and a rapporteur. Puerto Rico will formally hand over responsibility for chairing the meeting to the host country.

3. Adoption of the agenda

The meeting will consider the provisional agenda that has been circulated by the secretariat and introduce such amendments as it deems appropriate.

4. Procedural matters and organization of work

The meeting will adopt its hours of work and such other arrangements of a procedural or organizational nature as may be deemed necessary.

5. (i) Report on the implementation of the programme of work for the 2002-2003 biennium

The Director of the ECLAC Subregional Headquarters for the Caribbean will present a report on the implementation of the programme of work for the 2002-2003 biennium.

(ii) Progress report on the implementation of the programme of work for the 2004-2005 biennium as at March 2004

The Director will present a progress report on the implementation of the programme of work for the 2004-2005 biennium as at March 2004.
6. **Consideration of the draft programme of work for the 2006-2007 biennium**

The secretariat will present the draft programme of work for the 2006-2007 biennium, which will be submitted for consideration at the thirtieth session of ECLAC (Puerto Rico, 28 June-2 July 2004).

7. **Status of the review of the Constituent Declaration and Rules of Procedure of CDCC**

The secretariat will present a report on the status of the review of the Constituent Declaration and Rules of Procedure of CDCC.

8. **Summary of resolutions recently adopted by organs of the United Nations which may be of special interest to member countries of ECLAC/CDCC**

The secretariat will make a summary presentation of a number of resolutions that have recently been adopted by the principal organs of the United Nations which may be of special interest to members of ECLAC/CDCC.

9. **Preparations for the International Meeting to Review the Implementation of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States (SIDS)**

The secretariat will report on the status of global as well as regional preparations for the International Meeting to Review the Implementation of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States.

10. **Recent developments in relation to the proposal for securing international recognition of the Caribbean Sea as a special area in the context of sustainable development**

The secretariat will report on activities undertaken since the eleventh meeting of the Monitoring Committee regarding the proposal for the further development of the Caribbean Sea, taking into account, in particular, the invitation extended to the Association of Caribbean States (ACS) in United Nations General Assembly resolution 57/261 to submit a report on its progress to the Secretary-General for consideration during the fifty-ninth session of the General Assembly.
11. **Obstacles to implementation of the Plan of Action of the World Summit on the Information Society**

The secretariat will present a document that critically explores, from the Caribbean perspective, what the transition to a Caribbean information society would entail in practical terms. The analysis will link the goals of the information society to the development goals of the region and explore the conditions that must exist if the potential benefits associated with the information society are to be realized. The recently concluded first session of the World Summit on the Information Society will be discussed in this context. Obstacles to the implementation of the Plan of Action will be highlighted and recommendations advanced to overcome them.

12. **Meeting the challenges of the Free Trade Area of the Americas (FTAA): trade trends, export specialization patterns and regional integration in the Caribbean (including the case of the non-independent Caribbean countries)**

The secretariat will present a review of the trade profile of the member countries of the CDCC, paying particular attention to trends in the trade activity of the subregion, export specialization patterns and the progress of Caribbean regional integration. The findings of the review of the respective elements will provide the basis for an evaluation of the capacity of the subregion to meet the challenges presented by FTAA.

13. **Challenges in social development for Caribbean SIDS**

This paper will focus on a number of key challenges in the social sector facing Caribbean SIDS: poverty, human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS) and gender equality, the movement of skilled personnel and the ageing population of the subregion.

14. **Measuring social and economic trends in the Caribbean**

- **The Caribbean Social Statistical Database (CSSD)**
- **CARIBTRADE: trade flows database**

Under the first sub-item, details of the content and usefulness of the CSSD will be presented in the document “Challenges in meeting the monitoring requirements of the Millennium Development Goals (MDGs): an examination of selected social statistics for four Caribbean Island Developing States”.

The second sub-item will be devoted to the demonstration of the database, which was prepared by the ECLAC/CDCC secretariat with funding from the Kingdom of the Netherlands. The database, which draws on data provided by several members of CDCC, normalized to enhance comparability, answers queries on the direction of trade, trade performance and
competitiveness. Other outstanding features of the database, as well as the modalities for access, will be explained.

15. **Date and place of the twelfth meeting of the Monitoring Committee**

    A date and venue will be set for the twelfth meeting of the Monitoring Committee. Alternatively, arrangements may be made for the determination of these aspects, for example, on the basis of consultations by the secretariat.

16. **Other matters**

    Under this agenda item, delegations will be given the opportunity to raise any matter of relevance to ECLAC/CDCC not included in the meeting’s agenda.

17. **Consideration and adoption of the report of the CDCC technical meeting**

    The secretariat will prepare a draft report for the consideration of the ministers. The draft report will comprise the report of the technical meeting, together with a summary, prepared by the secretariat, of the deliberations of the ministers on items 10, 11 and 12.

18. **Closure**

    Upon conclusion of the discussions on the preceding items, brief closing remarks will be made by a representative of the United States Virgin Islands, the Director of the ECLAC Subregional Headquarters for the Caribbean and, finally, by the Chairperson, who will then declare the formal closure of the meeting.