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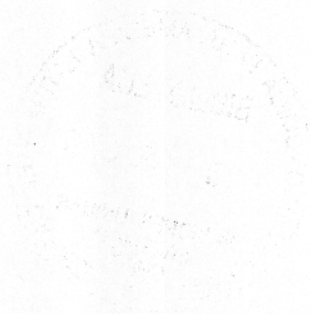


**PROPOSED ECLAC CALENDAR OF CONFERENCES
FOR THE PERIOD 2000-2002**

Note by the secretariat

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Twenty-eighth session
Mexico City, 3-7 April 2000

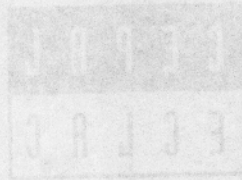


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FOR THE PERIOD 2000-2002**

Note by the secretariat



UNITED NATIONS
ORGANIZATION OF THE UNITED NATIONS



Twelfth session
Mexico City, 3-7 April 2000

PROPOSED ECLAC CALENDAR OF CONFERENCE
FOR THE PERIOD 2000-2002

Noted by the secretariat

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INTRODUCTION

During the sessions of the Economic Commission for Latin America and the Caribbean (ECLAC), which are held every two years, the Commission considers and approves the calendar of intergovernmental meetings for the following biennium, bearing in mind the various mandates issued by the General Assembly, the Economic and Social Council and ECLAC, the availability of resources and other relevant factors.

In August 1987, after studying the Commission's intergovernmental structure and pattern of conferences, the nineteenth session of the Committee of the Whole adopted resolution 489(PLEN.19) (see annex 1), in which it recommended, *inter alia*, that the current institutional structure of ECLAC and its system should be maintained.

The Commission, at its twenty-sixth session, held in San José, Costa Rica, from 15 to 20 April 1996, considered the document entitled "Reform of the United Nations and its impact on ECLAC. Note by the secretariat".¹ Following consideration of that topic, the Commission adopted resolution 553(XXVI) (see annex 2). With respect to the pattern of ECLAC conferences, the resolution recommends that the practice of holding biennial sessions of the main forum should continue to serve as the foundation for maintaining the simplicity, effectiveness and flexibility of the Commission.

At its twenty-seventh session, held in Oranjestad, Aruba, from 11 to 16 May 1998, the Commission considered a document entitled "Proposed calendar of conferences of ECLAC for the period 1998-2000. Note by the secretariat".² Following an examination of that topic, the Commission adopted resolution 567(XXVII), entitled "ECLAC calendar of conferences for the period 1998-2000". In addition to the regular statutory meetings of the Commission and its subsidiary bodies, the Commission approved the plans for holding the following meetings: meetings of the Ad Hoc Working Group established pursuant to resolution 553(XXVI); the third and fourth Meetings of Directors of Statistics of the Americas; and, in compliance with ECLAC resolution 535(XXV) and the Copenhagen Declaration on Social Development, the Second Regional Conference in Follow-up to the World Summit for Social Development.

¹ LC/G.1899(SES.26/4).

² LC/G.1992(SES.27/11).

I. MEETINGS OF THE COMMISSION AND ITS SUBSIDIARY BODIES

Annex 3 to this document contains a table showing the statutory meetings of ECLAC and its subsidiary bodies, together with the date of establishment and legislative basis of each body, its membership, the periodicity of its meetings and its main sphere of competence, aims and terms of reference. This table lists in chart form the statutory intergovernmental meetings of ECLAC and the more informal meetings, such as seminars, symposia, round-table discussions and other meetings of experts convened by the Executive Secretary pursuant to the work programme approved by the Governments of the member States.

Meetings of the Ad Hoc Working Group established pursuant to resolution 553(XXVI)

Pursuant to resolution 553(XXVI), the Commission established an ad hoc working group open to all ECLAC member countries, which, in consultation with the Executive Secretary, was empowered to define priorities for the work programme and recommend to the Commission strategic directions for its future activities, taking into account the development priorities of Latin America and the Caribbean, as well as budgetary considerations. At its twenty-seventh session the Commission adopted resolution 565(XXVII) in which it renewed the mandate of the Ad Hoc Working Group.

In accordance with this resolution, the Ad Hoc Working Group met once at ECLAC headquarters in Santiago, Chile, from 1 to 3 October 1998, and once at United Nations Headquarters in New York, on 8 and 9 July 1999.

Meetings of Directors of Statistics of the Americas

On 7 October 1993, the secretariats of the Organization of American States (OAS) and ECLAC signed an agreement on cooperation in statistical matters which provided that intergovernmental meetings of directors of statistics of the Americas and of the Inter-American Statistical Conference, sponsored by both OAS and ECLAC, should be held jointly every two years at ECLAC headquarters and that ECLAC should serve as secretariat.

In accordance with this agreement, the first two meetings were held during the preceding biennium. The third joint meeting of OAS and ECLAC on statistical matters was held in Santiago, Chile, from 24 to 26 March 1999. At that meeting an international statistical work programme for Latin America and the Caribbean for 1999-2000 was approved, and it was agreed that a new institutional structure should be created that provides for the establishment of a statistical conference of the Americas as a subsidiary organ of ECLAC. A proposal to this effect is to be submitted to the member countries at the twenty-eighth session of ECLAC for their approval.

Regional Conference in Follow-up to the World Summit for Social Development

In its resolution 535(XXV), the Commission requested the ECLAC secretariat to attach the utmost importance to preparatory activities for the World Summit for Social Development, particularly the activities of the national committees, and to the follow-up of the results of the Summit in order to draw up a regional programme which would give continuity to that effort, based on the calendar of activities adopted at the Summit. It also requested the Executive Secretary to redirect the activities thus far devoted to the periodic organization of a regional conference on poverty in Latin America and the Caribbean towards preparatory and follow-up activities for the Summit as part of the programme of expert meetings and seminars designed to offer a regional forum for analysing and comparing viewpoints and promoting cooperation in that area. In view of the foregoing, the First Regional Conference in Follow-up to the World Summit for Social Development was held in São Paulo, Brazil, from 6 to 9 April 1997.

At the Conference ECLAC member countries adopted the Consensus of São Paulo, in which, *inter alia*, they asked the secretariat of the Commission to convene a further meeting within two years to analyse the progress made and the obstacles remaining as regards social development in Latin America and the Caribbean.³ Accordingly, at its twenty-seventh session, held in Oranjestad, Aruba, from 11 to 16 May 1998, the Commission adopted resolution 567(XXVII), entitled "ECLAC calendar of conferences for the period 1998-2000", which provides for the Second Regional Conference in Follow-up to the World Summit for Social Development to be held in Santiago, Chile, from 15 to 18 May 2000.

³ ECLAC, Report of the First Regional Conference in Follow-up to the World Summit for Social Development (LC/G.1972(CONF.86/4)), Santiago, Chile, July 1997.

II. ORGANIZATIONAL ASPECTS

Venue of ECLAC meetings

The United Nations General Assembly, in its resolution 40/243, set forth provisions governing meetings of the United Nations system and in particular of the regional commissions and their subsidiary bodies (see annex 4).

The resolution reaffirms the general principle that, in drawing up the schedule of conferences and meetings, United Nations bodies shall plan to meet at their respective established headquarters, except in the case of regular sessions of the regional commissions and meetings of their subsidiary bodies, which may be held away from their headquarters when the commission concerned so decides, subject, in the case of regular sessions of the commissions, to the approval of the Economic and Social Council and the General Assembly.

When the Commission considers convening its next session away from its headquarters, the corresponding proposal must be accompanied by an analysis of the financial implications of such a change of location. Once adopted by the Commission, the proposal must be submitted to the Economic and Social Council and the General Assembly for their consideration and approval.

In the case of proposals to hold meetings of subsidiary bodies of the Commission away from ECLAC headquarters, the Commission must first analyse the financial implications of each such meeting. It is important to note that, in such cases, the additional costs involved in a change of venue are not chargeable to the host country, as is the case with meetings other than sessions of the Commission or of its subsidiary bodies, although host countries usually make significant contributions in kind which reduce the cost to the United Nations.

The principle of rotating the venue of the biennial session of the Commission, which is set forth in rule 2 of the ECLAC Rules of Procedure, was discussed in depth during the twenty-first session of the Commission (Mexico City, 17-25 April 1986). After weighing the advantages and disadvantages of rotation, including the financial aspects, and taking into account the fact that ECLAC headquarters in Santiago does not have the necessary physical facilities for hosting a regular session, the Commission adopted by consensus resolution 480(XXI), in which it reaffirmed the principle of rotating the venue of the regular sessions of ECLAC. It also reaffirmed the practice of having the host country provide the necessary facilities and local transport, as well as document reproduction equipment, materials and supplies for the conference and local support staff. In addition, it recommended to the Economic and Social Council and the General Assembly that the regular budget of the United Nations for each biennium should include the resources needed to hold the regular sessions of ECLAC in the city in which the Commission's headquarters are located, and that any additional expenditures should be financed out of the Commission's regular budget.

In 1998 the Government of Mexico offered to host the twenty-eighth session, and the Commission accepted this invitation. In July of that year the Economic and Social Council adopted decision 1998/213, confirming that the twenty-eighth session of ECLAC would be held in Mexico City in the year 2000.

Should the Commission decide to hold its twenty-ninth session away from ECLAC headquarters, it would again be required to secure the approval of the Economic and Social Council.

III. CONCLUSIONS

Pursuant to the mandates mentioned above, it is incumbent upon the Commission at its twenty-eighth session to consider and approve the ECLAC calendar of conferences for the period 2000-2002. To this end, the secretariat has prepared a table showing the proposed schedule of meetings for those years, including the statutory meetings of ECLAC and its subsidiary bodies (see annex 5).

In considering the calendar of conferences, the representatives of member States should bear in mind that it may prove necessary to add unprogrammed meetings to the calendar, since ECLAC, like other regional commissions, receives mandates from higher bodies to hold meetings on specific topics. It also becomes necessary at times, owing to unforeseen circumstances, to change the date or location of a meeting. It is therefore suggested that the Executive Secretary of ECLAC be allowed a measure of flexibility in applying the calendar that is approved.

IV. CONCLUSIONS

Further to the minutes mentioned above, it is incumbent upon the Commission at its twenty-eighth session to consider and approve for ECLA calendar of conferences for the period 2000-2003. To this end, the secretariat has prepared a table showing the proposed schedule of meetings for those years, including the statutory meetings of ECLA and its subsidiary bodies (see annex 5).

In considering the calendar of conferences, the representatives of member States should bear in mind that it is not possible to hold intergovernmental meetings to the calendar since ECLA, like other regional commissions, receives mandates from higher bodies to hold meetings on specific topics. It also becomes necessary at times, owing to unforeseen circumstances, to change the date or location of a meeting. It is therefore suggested that the Executive Secretary of ECLA be allowed a measure of flexibility in adjusting the calendar that is proposed.

Annex 1**COMMITTEE OF THE WHOLE RESOLUTION 489(PLEN.19).
INTERGOVERNMENTAL STRUCTURE AND FUNCTIONS OF THE ECONOMIC
COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN (ECLAC)**

The Committee of the Whole of the Economic Commission for Latin America and the Caribbean,

Recalling General Assembly resolutions 40/237 and 41/213 on the efficiency of the administrative and financial functioning of the United Nations,

Bearing in mind decision 1987/112 of the Economic and Social Council to establish a Special Commission to carry out an in-depth study of the United Nations intergovernmental structure and functions in the economic and social fields, and in particular paragraph (i) of that decision, which requests all subsidiary bodies in the economic and social sectors to submit their views and proposals on achieving the objectives envisaged in recommendation 8 of the Group of High-level Intergovernmental Experts to Review the Efficiency of the Administrative and Financial Functioning of the United Nations,

Noting the view of the Fifth Committee of the General Assembly to the effect that the suitability of the activities of the regional commissions is a matter to be determined primarily by the member States concerned and that the regional commissions should be consulted on any action to be taken in this regard,

Bearing in mind the importance of General Assembly resolution 32/197, which was adopted after an in-depth evaluation of the economic and social sectors of the United Nations and contains the most comprehensive statement of the General Assembly on the regional commissions,

Reaffirming the provisions of ECLAC resolution 431(XIX) on the implementation of the mandates embodied in resolution 32/197 and the guidelines on coordination between organizations and agencies of the United Nations system,

Recalling also resolution 419(PLEN.14) on the rationalization of the institutional structure and the pattern of meetings of the ECLAC system, by which the Committee of the Whole, following a careful study, decided to "maintain the existing fundamental institutional structure of the ECLAC system", with certain adjustments,

Convinced of the effectiveness of the multidisciplinary and multisectoral regional approach which has characterized the work of the United Nations regional commissions and that, in this connection, the activities and programme of work of ECLAC approved by the Commission are fully consistent with the priorities of its member countries in their efforts to achieve the economic and social development of the region,

Also bearing in mind that the basic function of ECLAC is to serve as principal general economic and social development centre within the United Nations system in Latin America and the Caribbean, for which

purpose it is necessary to strengthen its operation as a source of concepts and guidelines which the governments of the region can use in the light of their specific situations,

Convinced that in order to raise the level of economic activity it is necessary that these concepts and guidelines be aimed at the search for alternative development strategies which permit the region to reinforce its economic and social development in the context of a changing international environment and to reaffirm its autonomy,

1. Affirms the need that the restructuring of the economic and social sectors resulting from the process initiated in response to the provisions of General Assembly resolution 41/213 should:

a) Intensify the regional and multidisciplinary approach within the secretariat;

b) Strengthen the role of the Economic Commission for Latin America and the Caribbean as the principal centre within the United Nations system for the general economic and social development of the region;

c) Reinforce the Commission's activities aimed at promoting effective co-ordination of the work of the organizations and agencies of the United Nations system in Latin America and the Caribbean; and

d) Strengthen also its capacity to contribute to the analysis of the region's development problems and the consideration of economic and social development strategies and policy options to serve as a guide for the countries;

2. Emphasizes the important role that ECLAC is called upon to play in the search for alternative development strategies which help the countries of Latin America and the Caribbean to secure a more beneficial form of participation by the region in the international economic system;

3. Recommends that the current institutional structure of ECLAC and its system (which includes ILPES and CELADE) be maintained, but decides to abolish the sessional committees on water and on human settlements —topics which will henceforth be dealt with in the same way as other aspects of the Commission's work programme at each session— with a view to rationalizing still further its mechanisms, procedures and meetings;

4. Emphasizes the high priority which should be assigned in the Commission's activities to work in support of regional and interregional co-operation efforts, and to this end requests the Executive Secretary to intensify the co-operation the Secretariat has been extending to regional integration and co-operation agencies, and to continue to accord a high level of attention to collaboration with other regional economic commissions of the United Nations system in support of technical and economic co-operation between the countries of Latin America and the Caribbean and those of other developing regions;

5. Emphasizes also the importance of the work performed by the Commission's divisions and units and by its joint programmes with the global organizations and agencies of the system: an approach which constitutes an appropriate way of avoiding duplication and permits effective co-ordination of the activities of the Organization's various bodies;

6. Stresses the importance of maintaining close co-operation between ECLAC and the United Nations Development Programme (UNDP) and further promoting the participation of the countries of Latin America and the Caribbean in the regional activities carried out by the two organizations;

7. Decides to transmit this resolution, together with the relevant section of the report of the nineteenth session of the Committee of the Whole of ECLAC and, as a background paper, the document entitled "Intergovernmental structure and functions of the Economic Commission for Latin America and the Caribbean"⁴ to the Special Commission of the Economic and Social Council on the In-depth Study of the United Nations Intergovernmental Structure and Functions in the Economic and Social Fields, and requests the Executive Secretary of ECLAC to report to the Commission at its next session on the application of the guidelines contained in this resolution;

8. Requests the Special Commission, aside from taking appropriate measures to put the provisions of the preceding paragraphs into effect, and bearing in mind the new responsibilities of the Committee for Programme and Co-ordination laid down in General Assembly resolution 41/213, to examine ways of strengthening the intergovernmental relations between the regional commissions and the Committee for Programme and Co-ordination in order to ensure that the Committee considers the regional commissions' decisions and priorities in the economic and social sector transmitted by the Secretariat through its biennial work programme and medium-term plan and also permits the regional commissions to provide inputs for the global policy-making processes of the competent United Nations organs and to participate fully in the implementation of the relevant policy and programme decisions taken by those organs.

⁴ LC/L.421(PLEN.19/2).

Annex 2

**COMMISSION RESOLUTION 553(XXVI).
REFORM OF THE UNITED NATIONS AND ITS IMPACT ON ECLAC**

The Economic Commission for Latin America and the Caribbean,

Recalling Commission resolutions 520(XXIV) and 541(XXV) on the role and functions of ECLAC and the consequences for it of the restructuring and revitalization of the United Nations in the economic and social fields,

Bearing in mind General Assembly resolution 48/162 and decision 49/411 on the restructuring and revitalization of the United Nations in the economic and social spheres and other questions relating thereto, and resolution 48/218 and decision 49/461 on the review of the efficiency of the administrative and financial functioning of the United Nations,

Bearing in mind also the guidelines emanating from the open-ended high-level working group established by General Assembly resolution 49/252 with a mandate to undertake a thorough review of the revitalization, strengthening and reform of the United Nations system,

Taking note of the content of the Declaration issued by the States Members and observers of the United Nations on the occasion of the fiftieth anniversary of the United Nations and, in particular, of the proposal for ensuring that the United Nations enters the twenty-first century equipped, financed and structured to serve effectively the peoples in whose name it was established,

Reaffirming its conviction that the activities entrusted to the Commission by the Economic and Social Council in its resolution 106 (VI) retain their full validity in the light of the present circumstances and the foreseeable future of the Latin American and Caribbean countries,

Having before it the note by the secretariat entitled "Reform of the United Nations and its impact on ECLAC" (LC/G.1899(SES.26/4)), of 22 January 1996,

Convinced that, as a new century dawns, sustainable development should occupy an important place in the agenda of the United Nations,

Convinced further that it is essential for the United Nations, in carrying out activities in the economic and social fields, to take account of the regional dimension and the decentralization of tasks in accordance with the comparative advantages of Headquarters and the subsidiary organs located in the developing regions,

1. Affirms that, in Latin America and the Caribbean, ECLAC is especially well qualified to undertake the tasks entrusted to it by the Economic and Social Council in its resolution 106 (VI), in the framework of a restructured United Nations;

2. Declares, therefore, that ECLAC should function as a centre of excellence charged with collaborating with member States in a comprehensive analysis of development processes geared to the design, monitoring and evaluation of public policies and the resulting provision of operational services in the fields of specialized information, advisory services, training and support for regional and international cooperation and coordination;

3. Declares further that, in order to play a relevant role with greater effectiveness and efficiency, ECLAC will need to adapt to the evolving development priorities of Latin America and the Caribbean, within the framework of the restructuring and revitalization of the United Nations;

4. Recommends that the institutional structure and pattern of conferences of the ECLAC system, including the practice of holding biennial sessions of the main forum, should continue to serve as the foundation in maintaining the simplicity, effectiveness and flexibility of the Commission;

5. Recommends further that ECLAC should pursue its efforts to improve its performance, productivity, impact, efficiency and effectiveness, taking into account, where appropriate, ongoing processes pertaining to the United Nations as a whole;

6. Instructs the Executive Secretary, therefore, to:

- a) Pursue and strengthen the institutional development and management upgrading activities aimed at improving the efficiency and effectiveness of the activities which ECLAC carries out in fulfilment of the mandates conferred on it by member States;
- b) Improve the indicators for evaluating the activities of the Commission in terms of performance, productivity and impact;
- c) Intensify consultation and strengthen cooperation and coordination with other United Nations organs, agencies and programmes, particularly the United Nations Development Programme and the United Nations Population Fund, taking special care to avoid duplication of activities;
- d) Strengthen existing cooperation and coordination with other multilateral organizations, such as the Inter-American Development Bank, the Organization of American States, the Latin American Economic System and other Latin American and Caribbean institutions pursuing similar objectives in the region, again taking care to avoid duplication of activities;

7. Decides to establish an ad hoc working group open to all ECLAC member countries, to be headed by the Chairman of the twenty-sixth session of the Commission, which group, in consultation with the Executive Secretary, is empowered to define priorities for the work programme and recommend to the Commission strategic directions for its future activities, taking into account the development priorities of Latin America and the Caribbean, as well as budgetary considerations. The first meeting of this ad hoc working group will be held within 90 days at ECLAC headquarters in Santiago, Chile, and any subsequent meetings will be held preferably at either of the subregional headquarters of ECLAC or at United Nations Headquarters in New York;

8. Entrusts the ad hoc working group with preparing a progress report to be transmitted through the Executive Secretary to the resumed substantive session of the Economic and Social Council for consideration at the fifty-first regular session of the General Assembly and with transmitting its proposals regarding the priorities for the 1998-1999 work programme through the appropriate channels to the General Assembly at its fifty-second session;

9. Further entrusts the ad hoc working group with submitting a final report on the review of priorities for the programme of work of ECLAC to the next session of the Commission.

Annex 3
MAIN BODIES AND MEETINGS OF THE ECLAC SYSTEM

Main intergovernmental bodies and meetings	Date set up	Legislative basis	Membership	Periodicity	Main sphere of competence, aims and terms of reference
Commission, session	1948	Economic and Social Council resolution 106(VI)	All ECLAC member States and associate members	Every two years	All economic and social issues in accordance with para. 1 of the Commission's Terms of Reference. See also rule 8 of the Rules of Procedure relating to the provisional agenda for any session
Committee of the Whole, regular and special sessions	1952	Economic and Social Council resolution 106(VI), para. 3	All ECLAC member States and associate members	Meetings in years in which no Commission session is held. Special sessions convened by the Executive Secretary when necessary	Since it was set up, the Committee of the Whole has held 33 sessions. At the regular sessions, items similar to those dealt with at Commission sessions are discussed. In accordance with the agreement adopted by the Commission in 1969, ^a special sessions are convened by the Executive Secretary in accordance with the procedure set forth in rule 1(b) of the ECLAC Rules of Procedure when the situation calls for a Commission resolution
ECLAC sessional committees	1948	Rule 53 of ECLAC Rules of Procedure	All ECLAC member States and associate members	As required during sessions of the Commission	The Commission may assign to sessional committees any matter within its sphere of competence not already assigned to an existing body in the system. A sessional committee on technical cooperation among developing countries and regions was set up at the twenty-second session; a sessional ad hoc committee on population and development was set up at the twenty-fifth session
Regional intergovernmental conferences	-	Generally, resolutions adopted by the General Assembly, the Economic and Social Council, the Commission or the Committee of the Whole	All ECLAC member States and associate members	As required	Specific issues. In many cases, these are regional meetings preparatory or in follow-up to world conferences of the United Nations on the relevant issue

Main intergovernmental bodies and meetings	Date set up	Legislative basis	Membership	Periodicity	Main sphere of competence, aims and terms of reference
Regional Conference on the Integration of Women into the Economic and Social Development of Latin America and the Caribbean ^b	1977	Decision adopted by consensus on 21 November 1977 by the Committee of the Whole at its eleventh special session	All ECLAC member States and associate members	At least once every three years	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development Regional Programme of Action for the Women of Latin America and the Caribbean, 1995-2001
Ad hoc meetings of government-appointed experts	-	Rule 24 of the ECLAC Rules of Procedure, ECLAC resolution 401(XVIII) and other decisions	States members of ECLAC, according to the topic and available resources	As required	Specific issues stemming from the work programme adopted by the Commission or programmes coordinated with other intergovernmental bodies
Seminars, forums, round tables and other meetings convened by the Executive Secretary pursuant to mandates from Governments	-	Rule 24 of the ECLAC Rules of Procedure, ECLAC resolution 401(XVIII) and other decisions	Experts invited by the secretariat, according to the topic and available resources	As required	Specific issues stemming from the work programme adopted by the Commission or programmes coordinated with other intergovernmental bodies
Committee of High-level Government Experts (CEGAN)	1971	ECLAC resolution 310(XIV)	Developing countries which are members of ECLAC	At a suitable date, at least once a year, normally before the session of the Commission or as required	To act as a forum for analysing the factors involved in implementing and evaluating the objectives of the International Development Strategy in Latin America (ECLAC resolution 310(XIV), para. 5)
CEGAN (population) CEGAN (industrialization) CEGAN (science and technology)	1975	ECLAC resolution 357(XVI)	Developing countries which are members of ECLAC		To deal with population, industrialization and science and technology issues at specialized meetings, in conformity with the Commission's mandates (ECLAC resolution 357(XVI))

Main intergovernmental bodies and meetings	Date set up	Legislative basis	Membership	Periodicity	Main sphere of competence, aims and terms of reference
Regional Council for Planning (ILPES)	1974	ECLAC resolution 340(AC.66) adopted at the eighth special session of the Committee of the Whole	Countries of Latin American	As required	<ol style="list-style-type: none"> To act as the guiding governmental body for ILPES activities in the matters within its purview To serve as a consultative body to the Executive Secretary of ECLAC in planning matters To review the ILPES work programme
Caribbean Development and Cooperation Committee (CDCC)	1975	ECLAC resolution 358(XVI), CDCC Constituent Declaration, Functions and Rules of Procedure (E/CEPAL/1022)	Countries within the sphere of competence of the ECLAC subregional headquarters for the Caribbean, together with Cuba, Haiti, the Dominican Republic and other Caribbean countries as they attain independence	Once a year; special sessions may be convened by the Executive Secretary of ECLAC	CDCC Rules of Procedure, chapter II, para. 10: "To act as a coordinating body for whatever activities relating to development and cooperation may be agreed upon and to serve as an advisory and consultative body to the Executive Secretary of ECLAC in respect of Caribbean issues and circumstances"
Central American Economic Cooperation Committee	1952	ECLAC resolution 9(IV)	Countries of Central America and Panama	Once a year; special sessions may be convened by the Executive Secretary of ECLAC	To serve as a consultative and advisory forum for Central American integration

^a E/CN.12/841/Rev. 1, para. 490.

^b Now called the Regional Conference on Women in Latin America and the Caribbean, pursuant to a resolution adopted at the seventh session of the Regional Conference (Santiago, Chile, November 1998).

Annex 4

**GENERAL ASSEMBLY RESOLUTION 40/243.
PATTERN OF CONFERENCES**

The General Assembly,

Recalling its resolutions 1202 (XII) of 13 December 1957, 1851 (XVII) of 19 December 1962, 1987 (XVIII) of 17 December 1963, 2116 (XX) of 21 December 1965, 2239 (XXI) of 20 December 1966, 2361 (XXII) of 19 December 1967, 2478 (XXIII) of 21 December 1968, 2609 (XXIV) of 16 December 1969, 2693 (XXV) of 11 December 1970, 2834 (XXVI) of 17 December 1971, 2960 (XXVII) of 13 December 1972, 3350 (XXIX) and 3351 (XXIX) of 18 December 1974, 3491 (XXX) of 15 December 1975, 31/140, section I, of 17 December 1976, 38/32 C of 25 November 1983 and 39/68 C of 13 December 1984,

I

Having considered the report of the Committee on Conferences,

1. Takes note with appreciation of the report of the Committee on Conferences;
2. Approves the draft calendar of conferences and meetings of the United Nations for the biennium 1986-1987 as submitted by the Committee on Conferences;
3. Authorizes the Committee on Conferences to make any adjustments in the calendar of conferences and meetings for the biennium 1986-1987 that may become necessary as a result of action and decisions taken by the General Assembly at its fortieth session;
4. Reaffirms the general principle that, in drawing up the schedule of conferences and meetings, United Nations bodies shall plan to meet at their respective established headquarters, with the following exceptions:
 - a) The regular sessions of the Governing Council of the United Nations Development Programme shall be held alternately at United Nations Headquarters and at the United Nations Office at Geneva;
 - b) The sessions of the International Law Commission shall be held at the United Nations Office at Geneva;
 - c) The sessions of the United Nations Commission on International Trade Law may be held, subject to the provision in General Assembly resolution 2205 (XXI), section II, paragraph 6, of 17 December 1966, alternately at United Nations Headquarters and at the United Nations Office at Vienna;
 - d) The second regular session of the Economic and Social Council may be held at the United Nations Office at Geneva provided that the closing date falls at least six weeks before the opening of the regular session of the General Assembly;
 - e) The functional commissions of the Economic and Social Council shall meet at their established headquarters unless the Council designates another place to achieve a more rational pattern of the work programme, taking into account any recommendation of the commission concerned and in consultation with the Secretary-General;

f) The regular sessions of the Economic and Social Commission for Asia and the Pacific, the Economic Commission for Latin America and the Caribbean, the Economic Commission for Africa and the Economic and Social Commission for Western Asia, as well as meetings of their subsidiary bodies, may be held away from their headquarters when the commission concerned so decides, subject, in the case of regular sessions of the commissions, to the approval of the Economic and Social Council and the General Assembly;

g) The International Civil Service Commission shall hold its regular annual session at United Nations Headquarters and, if more than one session is required in any one year, may accept an invitation from one of its participating organizations to hold its other session or sessions at the headquarters of that particular organization;

h) The sessions of the Legal Sub-Committee of the Committee on the Peaceful Uses of Outer Space shall be held alternately at United Nations Headquarters and the United Nations Office at Geneva;

i) The Conference on Disarmament shall meet at the United Nations Office at Geneva;

5. Decides that United Nations bodies may hold sessions away from their established headquarters when a Government issuing an invitation for a session to be held within its territory has agreed to defray, after consultation with the Secretary-General as to their nature and possible extent, the actual additional costs directly or indirectly involved;

6. Reaffirms its instruction to all its subsidiary organs to complete their reports for the following session of the General Assembly no later than 1 September and, where necessary, to report to the Assembly in addenda to the reports of the organs concerned any activity undertaken after the adoption of such reports;

7. Decides that no subsidiary organ of the General Assembly may meet at United Nations Headquarters during a regular session of the Assembly unless explicitly authorized by the Assembly;

8. Requests the Secretary-General to continue to provide interpretation services for informal meetings on an ad hoc basis in accordance with established practice;

9. Authorizes the Secretary-General to apply maximum overprogramming of meetings whenever possible to achieve better utilization of conference resources;

10. Requests the Committee on Conferences and the Secretary-General to take account of the following principles in drawing up the draft calendar of conferences and meetings:

a) The biennial calendar of conferences and meetings approved by the General Assembly shall govern the meetings programme during the period concerned;

b) All United Nations meetings shall be conducted within the resources allocated by the General Assembly for that purpose;

c) Between sessions of the General Assembly, departures from the calendar may, in special or unusual circumstances, be approved by the Committee on Conferences provided that changes affecting the subsequent year of the biennium shall be approved by the Assembly;

d) Subsidiary organs of the General Assembly shall not, without the approval of the Assembly, create new standing bodies or ad hoc sessional or inter-sessional bodies that require additional resources, and other principal organs of the United Nations should make similar decisions with regard to their respective subsidiary bodies, if they have not already done so;

e) An adequate interval of time, to be determined by the body concerned, shall be allowed between sessions of a body to permit Member States to derive maximum benefit from the activities and to provide sufficient time for the preparation of future activities;

f) United Nations bodies shall meet at their respective established headquarters, subject to the exceptions to this principle approved by the General Assembly;

g) The capacity of the documentation services of the Secretariat to process and issue in time the documentation required for the sessions of all scheduled organs should be taken into account;

h) No more than one special conference of the United Nations shall be convened at the same time;

i) In any given year, no more than five special conferences should be convened, unless the General Assembly specifically decides otherwise;

11. Requests the Secretary-General to ensure the most rational and effective use of all United Nations conference centres and facilities;

12. Requests the Committee on Conferences to continue its periodic examination of the rules governing conference planning.

II

1. Urges all United Nations bodies to increase their efforts to ensure that their requests for conference-servicing resources correspond accurately to their requirements;

2. Further urges those bodies to plan their work well in advance in order to make full use of the conference-servicing resources allocated to them and so that any unused conference-servicing resources can be reassigned to ensure their most effective utilization;

3. Requests subsidiary organs of the General Assembly to include in their reports to the Assembly a statement on the progress made in response to the relevant provisions of Assembly resolution 39/68 B of 13 December 1984 on the rational and efficient utilization of conference-servicing resources;

4. Urges intergovernmental bodies reporting to the Second Committee of the General Assembly that have not yet adjusted their meeting cycles to conform to that Committee's biennial programme of work to do so as soon as possible;

5. Requests the Secretary-General to review the composition and frequency of planning missions for meetings and conferences held away from Headquarters, in particular those sent to cities where United Nations conference facilities already exist;

6. Also requests the Secretary-General to report to the Committee on Conferences at its substantive session of 1986 on the results of that review concerning planning missions sent in 1985 and, as far as possible, in 1986.

III

1. Decides that the Committee on Conferences should review the question of the provision of summary records at its substantive session in 1986;

2. Also decides that the present experimental arrangements for summary records, established by the General Assembly in its resolution 37/14 C of 16 November 1982, should remain in effect until the Assembly, upon the recommendation of the Committee on Conferences, takes further action.

Annex 5
ECLAC CALENDAR OF INTERGOVERNMENTAL CONFERENCES FOR THE PERIOD 2000-2002

Year	Title	Pace and date	Legislative authority	Source of funding
2000	Thirtieth meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	Lima 7 February	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2 and ECLAC resolution 567(XXVII)	ECLAC regular budget
2000	Eighth session of the Regional Conference on Women in Latin America and the Caribbean	Lima 8-10 February	The Conference was created as a permanent subsidiary body of ECLAC by decision of the eleventh special session of the Committee of the Whole (E/CEPAL/AC.71.4); ECLAC resolution 567(XXVII)	ECLAC regular budget
2000	Twentieth session of the Regional Council for Planning (ILPES)	Montevideo 9 March	ECLAC resolutions 351(XVI) and 567(XXVII)	ECLAC and ILPES regular budgets
2000	Eighteenth session of the Caribbean Development and Cooperation Committee (CDCC)	Port-of-Spain 30 March-5 April	ECLAC resolutions 358(XVI), 419(PLEN.14), 489(PLEN.19) and 567(XXVII)	ECLAC regular budget
2000	Twenty-eighth session of ECLAC	Mexico City 3-7 April	ECLAC resolutions 419(PLEN.14), 489(PLEN.19), 553(XXVI), 567(XXVII) and 575(XXVII)	ECLAC regular budget
2000	Second Regional Conference in Follow-up to the World Summit for Social Development	Santiago, Chile 15-18 May	ECLAC resolutions 535(XXV) and 557(XXVI), Copenhagen Declaration on Social Development and Consensus of São Paulo	ECLAC regular budget
2000	Thirty-first meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	a/ Second half of the year	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2; ECLAC resolution 567(XXVII)	ECLAC regular budget
2000	Central American Economic Cooperation Committee	a/ Second half of the year	ECLAC resolution 9(VI)	ECLAC regular budget

Year	Title	Pace and date	Legislative authority	Source of funding
2001	Twentieth session of the Committee of High-level Government Experts (CEGAN)	a/ b/	ECLAC resolutions 310(XIV); 419(PLEN.14); 422(XIX), para. 204; 425(XIX); and 489(PLEN.19)	ECLAC regular budget
2001	Twenty-second session of the ECLAC Committee of the Whole	a/ b/	ECLAC resolutions 419(PLEN.14) and 489(PLEN.19)	ECLAC regular budget
2001	Nineteenth session of the Caribbean Development and Cooperation Committee (CDCC)	a/ First half of the year	ECLAC resolutions 358(XVI), 419(PLEN.14), 489(PLEN.19) and 567(XXXVII)	ECLAC regular budget
2001	Thirty-second meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	a/ First half of the year	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2	ECLAC regular budget
2001	Twenty-first meeting of the Presiding Officers of the Regional Council for Planning (ILPES)	a/ First half of the year	ECLAC resolutions 351(XVI) and 567(XXXVII)	Regular budgets of ECLAC and ILPES
2001	Thirty-third meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	a/ Second half of the year	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2	ECLAC regular budget
2001	Central American Economic Cooperation Committee	a/ Second half of the year	ECLAC resolution 9(VI)	ECLAC regular budget
2002	Twentieth session of the Caribbean Development and Cooperation Committee (CDCC)	a/ First half of the year	ECLAC resolutions 358(XVI), 419(PLEN.14), 489(PLEN.19) and 567(XXXVII)	ECLAC regular budget
2002	Twenty-ninth session of ECLAC	a/ First half of the year	ECLAC resolutions 419(PLEN.14), 489(PLEN.19) and 553(XXXVI)	ECLAC regular budget

Year	Title	Pace and date	Legislative authority	Source of funding
2002	Thirty-fourth meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	a/ First half of the year	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2	ECLAC regular budget
2002	Twenty-second meeting of the Presiding Officers of the Regional Council for Planning (ILPES)	a/ First half of the year	ECLAC resolution 351(XVI)	Regular budgets of ECLAC and ILPES
2002	Twenty-first session of the Committee of High-level Government Experts (CEGAN)	a/ b/ Second half of the year	ECLAC resolutions 310(XIV); 419(PLEN.14); 422(XIX), para. 204; 425(XIX); and 489(PLEN.19)	ECLAC regular budget
2002	Twelfth session of the Regional Council for Planning (ILPES)	a/ Second half of the year	ECLAC resolution 340(AC.66)	Regular budgets of ECLAC and ILPES
2002	Eleventh Conference of Ministers and Heads of Planning of Latin America and the Caribbean	a/ Second half of the year	ECLAC resolutions 340(AC.66) and 371(XVII)	Regular budgets of ECLAC and ILPES
2002	Central American Economic Cooperation Committee	a/ Second half of the year	ECLAC resolution 9(VI)	ECLAC regular budget
2002	Thirty-fifth meeting of the Presiding Officers of the Regional Conference on Women in Latin America and the Caribbean	a/ Second half of the year	Regional Plan of Action for the Integration of Women into Latin American Economic and Social Development, para. 88.2	ECLAC regular budget

a/ Place to be decided.

b/ Date to be decided.



