UNIVERSITY EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION

Intergovernmental Council for the Information for All Programme

Second Meeting of the Bureau

UNESCO House, Paris, Room XIV (Bonvin Building), 2 – 3 September 2002

Item 9 of the provisional agenda

Organization of the Work of the 2nd Session of the Intergovernmental Council for the Information for All Programme

Summary

In accordance with its mandate, the Bureau of the Intergovernmental Council for the Information for All Programme has to instruct the Secretariat to convene the meetings of the Council and shall be consulted by the Secretariat in the preparation of the Agenda of the sessions of the Council.

The present document presents proposals for the Agenda of the 2nd session of the Council.

Decision required: paragraph 2
1. In accordance with Chapter I, paragraphs 1 d) and 2b) of the Rules of Procedure of the Intergovernmental Council for the Information for All Programme, its Bureau shall

- Instruct the Secretariat of the Council to convene its ordinary sessions;
- Cooperate with the Secretariat in the preparation of the provisional agenda of the sessions of the Council.

2. Elements for the “Provisional Agenda” of the 2\textsuperscript{nd} session of the Council are presented in Annex I of this document. Also attached is a provisional list of meetings of the Council and its Bureau (Annex II).

3. The Bureau may wish to adopt the following decision:

The Bureau of the Intergovernmental Council for the Information for All Programme,

1. Having examined document IFAP-2002/Bureau.II/9 entitled Organization of the Work of the 2\textsuperscript{nd} Session of the Intergovernmental Council for Information for All Programme;
2. Decides that the 2\textsuperscript{nd} session of the Council shall be held from (date) to (date) in (city, Country);
3. Adopts the Provisional Agenda of the 2\textsuperscript{nd} session of the Council;
4. Requests the Secretariat to prepare the working documents for the 2\textsuperscript{nd} session of the Council, in accordance with Chapter VII, paragraph 16 of the Rules of Procedure of the Council.
Intergovernmental Council for the Information for All Programme
(Second Session, 2003)

Elements for the Provisional Agenda

1. Opening of the meeting by the Director-General or his representative
2. Adoption of the Agenda
4. Guidelines for virtual meetings of the IFAP Council and Bureau
5. Conditions and criteria for admission to meetings of the Council for representatives of intergovernmental organizations and non-governmental organizations
6. Criteria for the design and implementation of extra-budgetary projects and management, promotion and strengthening of the special fund for the Information for All Programme
7. National co-ordination frameworks or mechanisms for the Information for All Programme
8. Report of activities related to the five area of the Information for All Programme (including proposals for regionalizing/nationalizing up-stream actions)
10. UNESCO Charter on the Preservation of the Digital Heritage
11. Draft Recommendation on the promotion and use of multilingualism and universal access to cyberspace
12. Preparation of UNESCO's Programme and Budget 2004-2005 (32 C/5)
13. IFLA Internet Manifesto
14. Miscellaneous
15. Adoption of the recommendations
16. Closure of the meeting
## Intergovernmental Council for the Information for All Programme
### Provisional list of meetings 2002 - 2004

<table>
<thead>
<tr>
<th>Year</th>
<th>Title</th>
<th>Date</th>
<th>Venue</th>
<th>Duration Days</th>
<th>Participants</th>
<th>Languages</th>
<th>Ex. Board Gl. Conference Other Events</th>
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<tbody>
<tr>
<td></td>
<td>Bureau 1st Meeting of the Bureau</td>
<td>17/04/2002</td>
<td>Paris HQ</td>
<td>0.5</td>
<td>12</td>
<td>ENG FRE SPA</td>
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<td>2003</td>
<td>Bureau 3rd Meeting of the Bureau</td>
<td>(April 2003?)</td>
<td>(Paris HQ?)</td>
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<td>15</td>
<td>ENG FRE SPA</td>
<td>Ex. Board: April/May*</td>
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<td></td>
<td>Council 2nd Session of the Council</td>
<td>(April 2003?)</td>
<td>(Paris HQ?)</td>
<td>3</td>
<td>200</td>
<td>ENG FRE SPA RUS ARB CHI</td>
<td>WSIS PrepComl: 1-5 July 2002</td>
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<tr>
<td></td>
<td>Bureau 4th Meeting of the Bureau</td>
<td>(September 2003?)</td>
<td>(Paris HQ?)</td>
<td>2</td>
<td>12</td>
<td>ENG FRE SPA</td>
<td>PrepComII : 24 march – 4 April 2003</td>
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<td>WSIS: 1-5 December 2003</td>
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<td>2004</td>
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<td>(March 2004?)</td>
<td>(Paris HQ?)</td>
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<td>Ex. Board: April/May*</td>
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<tr>
<td></td>
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<td>200</td>
<td>ENG FRE SPA RUS ARB CHI</td>
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<tr>
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<td>2</td>
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<td>ENG FRE SPA</td>
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* Dates not yet determined