



United Nations
Educational, Scientific and
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Organisation
des Nations Unies
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Organización
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para la Educación,
la Ciencia y la Cultura

Организация
Объединенных Наций по
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منظمة الأمم المتحدة
للترقية والعلم والثقافة

联合国教育、
科学及文化组织

Executive Board
Conseil exécutif
Consejo Ejecutivo
Исполнительный совет

المجلس التنفيذي

执行局

The Chairperson

Representatives of the States
Members of the Executive Board
of UNESCO

Ref.: GBS/SCX/2018/012

9 March 2018

Dear Colleague,

I have the honour to invite you to participate in the **204th session of the Executive Board**, which will take place from **4 to 17 April 2018**. The provisional agenda and timetable of work of this session are enclosed herewith.

The Plenary meeting will begin in the morning on **Monday 9 April** when the Director-General will introduce the plenary debate on :

- Item 4 Execution of the programme adopted by the General Conference (parts I, II & III),
- Item 5 Follow-up to decisions and resolutions adopted by the Executive Board and the General Conference at their previous sessions (parts I, II & III), and
- Item 16 39 C/5 Implementation Plan

Item 3 entitled the “Report by the Director-General on the application of rule 59 of the Rules of Procedure of the Executive Board” will be considered immediately after the Director-General’s introduction.

Members’ statements are proposed to begin in the afternoon of Monday 9 April and will continue throughout the morning of Tuesday 10 April. The reply of the Director-General and the usual question-and-answer session will follow in the afternoon of 10 April.

I should be grateful if you would add your name to the **list of speakers** as soon as possible, and in any case, **before 28 March** (the enclosed registration form is to be completed and returned to the Secretariat of the Executive Board at explendebate@unesco.org). Please note that the list is drawn up according to the order in which registration forms are received from Member States on the Board, and will be distributed in Room X in the morning of Monday 9 April.

.../...

I am pleased to inform you that the Minister of Foreign Affairs of the People's Democratic Republic of Algeria, H. E. Mr Abdelkader Messahel will visit UNESCO Headquarters on 10 April next. During his visit, I have invited him to address the Board on Algeria's work in the field of preventing violent extremism, at the end of the afternoon Plenary session on that day, in room X.

Please note that in order to give effect to Section B of the recommendations endorsed by the General Conference in its 39 C/Resolution 87, "Governance procedures and working methods of the governing bodies of UNESCO", the following measures have been taken by the Secretariat of the Executive Board:

- The draft agenda of the session is annotated and will also be made available before the Plenary with hyperlinks to the corresponding documents;
- A summary of key decisions and outcomes of the Bureau meetings will be distributed under the authority of the Chairperson of the Executive Board;
- Speakers' list of the Plenary debate will be put on screens, and
- Draft timetables of the Commissions will be sent out as early as possible.

Bearing in mind the same Resolution, I would like to encourage Members States to hold informal consultations as recommended (see recommendations 44 to 47). In this regard, Room X might be put at the disposal of Members States before the week of 2 April (the CR will then meet in this Room).

As per recommendation 28, I would like to invite Members to focus their statements on the precise items of the agenda of the session.

Pursuant to 180 EX/Decision 22 (Part I), the PX and FA Commissions will continue to examine items whose programme, administrative and financial aspects are intertwined in joint meetings, as proposed in the enclosed provisional timetable of the session.

Lastly, I wish to recall 194 EX/Decision 4 (part II.C.11 (b) & (c)) (enclosed herewith for ease of reference) pertaining to the payment of travel expenses and subsistence allowance to representatives appointed by the members of the Executive Board.

Yours sincerely,



LEE Byong-hyun