



General Assembly

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Intergovernmental Preparatory Committee for the Second United Nations Conference on Landlocked Developing Countries Second session

New York, 2 and 3 October 2014

Organizational and procedural matters relating to the Second United Nations Conference on Landlocked Developing Countries

Note by the Secretariat

1. The proposals set out in the present note have been prepared on the basis of General Assembly resolution 68/270, and through close consultations with the host country and the Bureau of the Intergovernmental Preparatory Committee.

Election of officers

2. The Conference shall elect a President and other officers in accordance with the rules of procedure of the Conference. The provisional rules of procedure, recommended for adoption by the Preparatory Committee, is contained in A/CONF.225/3. Pursuant to rule 6, the Conference shall elect, with due regard to equitable geographical distribution, from among the representatives of participating States the following officers: a President from the host country, an ex officio Vice-President from the host country, 15 Vice-Presidents,¹ a Rapporteur, as well as a Chair for the Committee of the Whole if established in accordance with rule 48. These officers shall be elected with a view to ensuring the representative character of the General Committee. A letter dated 2 October 2014 from the Assistant Secretary-General for General Assembly and Conference Management was sent to all Chairs of regional groups for the month of October 2014, inviting nominations to the Bureau.

¹ Three from each of the following groups: African States; Asia-Pacific States; Eastern European States; Latin American and Caribbean States; and Western European and other States.

Adoption of the rules of procedure

3. The Conference shall adopt its rules of procedure. The provisional rules of procedure recommended by the Preparatory Committee are contained in document A/CONF.225/3.

Adoption of the agenda

4. The Conference will have before it for adoption the provisional agenda and organization of work (A/CONF.225/1). Annotations to the agenda are contained in document A/CONF.225/1/Add.1.

Organization of work

A. Dates and venue

5. The Conference will be held at the Vienna International Centre at the United Nations Office at Vienna, from 3 to 5 November 2014. The overarching theme of the Conference shall be “Linking landlocked countries to global opportunities”. The Conference will be convened at the highest possible level.

B. Plenary meetings

6. It is proposed that the Conference consist of an opening meeting, a closing meeting and four plenary meetings, as follows:

Monday, 3 November: from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

Tuesday, 4 November: from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

Wednesday, 5 November: from 10 a.m. to 1 p.m. and from 3 to 6 p.m.

7. All plenary meetings will be held in the M-Plenary Conference Hall of the M building.

8. At the opening plenary meeting of the Conference, to take place in the morning of Monday, 3 November, consideration will be given to all procedural and organizational matters, including the election of the President of the Conference, the adoption of the rules of procedure and the agenda, the election of officers, the establishment of a Committee of the Whole, the appointment of the members of the Credentials Committee, and other matters. Also at the opening, while recognizing the general powers of the President of the Conference to accord the right to speak, it is proposed that statements be made by the President of the Conference, the Secretary-General of the United Nations, the President of Austria, as representative of the host country, the President of the General Assembly, the President of the Economic and Social Council, the representative of the Republic of Zambia, as Chair of the Group of Landlocked Developing Countries. It is recommended that the Secretary-General of the Conference, the representative of the European Union, the representative of the United Nations Development Group, the Director-General of the World Trade Organization and the Secretary-General of the World Customs Organization, also make statements at the opening.

9. The list of speakers for the general exchange of views will be established on a first-come, first-served basis, under the customary protocol that ensures that Heads of State or Government speak first, followed by other heads of delegation.

C. Establishment of a Committee of the Whole

10. A Committee of the Whole, if established in accordance with the rules of procedure of the Conference, will meet as necessary.
