



United Nations  
Educational, Scientific and  
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Organisation  
des Nations Unies  
pour l'éducation,  
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Organización  
de las Naciones Unidas  
para la Educación,  
la Ciencia y la Cultura

Организация  
Объединенных Наций по  
вопросам образования,  
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منظمة الأمم المتحدة  
للتربية 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/2019/017

12 September 2019

Dear Colleague,

I have the honour to invite you to participate in the **207th session of the Executive Board**, which will take place from **9 to 23 October 2019**. The provisional agenda and timetable of work of this session are enclosed herewith.

The Plenary meeting is scheduled to begin in the morning of **Monday 14 October** when the Director-General will introduce the plenary debate on:

- Item 4 Execution of the programme adopted by the General Conference (Parts I and II),
- Item 5 Follow-up to decisions and resolutions adopted by the Executive Board and the General Conference at their previous sessions (Parts I to IV), and
- Item 17 Draft Programme and Budget (40 C/5)

Members' contributions to the Plenary debate will begin immediately after the Director-General's introduction and will continue throughout the morning of Tuesday 15 October.

I hereby invite you to add your name to the **list of speakers** as soon as possible, and in any case, **before 4 October 2019** (the enclosed registration form is to be completed and returned to the Secretariat of the Executive Board at [explendebate@unesco.org](mailto: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 14 October. This list will also be sent to Board members and Delegations prior to the Plenary debate, and will be available on the Executive Board website.

The Director-General's reply and the usual question-and-answer session will follow in the afternoon of 15 October.

Immediately after the question-and-answer session, 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.

As was the case at the past three sessions and in view of the number of additional items requested for inclusion on the agenda of the 207th session, I would like to reiterate the need for Member States to hold informal consultations, as outlined in recommendations 44 to 47 of 39 C/Resolution 87, "*Governance procedures and working methods of the governing bodies of UNESCO*".

These informal consultations should ensure that the work of the Committees and Commissions be efficient and cost effective. In this regard, a meeting room might be put at the disposal of Members States prior to the opening of the Board session.

Moreover, as per recommendation 28 of the above-mentioned resolution, I would like to invite Members to focus their contributions to the Plenary debate 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, in joint meetings, items with intertwined programme, administrative and financial aspects, 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