Director of the Governing Bodies Secretariat

To all Permanent Delegates and Observers to UNESCO

3 June 2019

Ref.: GBS/DIR/2019/020

Subject: 40th session of the General Conference: Participation in the General Policy Debate

Sir/Madam,

As you know, at its 206th session, the Executive Board adopted 206 EX/Decision 27.II on the organization of the work of the 40th session of the General Conference, which will take place from 12 to 27 November 2019. In accordance with the above decision, the Executive Board proposes that the General Policy Debate be held from Wednesday morning, 13 November, to Monday morning, 18 November 2019. It will be followed, at the end of Monday morning, 18 November by the Director-General's reply.

In accordance with 165 EX/Decision 7.1 of the Executive Board, the list of speakers has, for several years, been drawn up following a procedure similar to the one used by the United Nations General Assembly. This system endeavours both to strike a better balance in the scheduling of speakers throughout the debate, and to take speakers’ protocol rank into account when processing preferences for inclusion on the list of speakers.

I should be grateful, therefore, if you would kindly convey to the General Conference Secretariat (e-mail: GPD40@unesco.org), before Monday, 15 July 2019, the name and title of the representative who will make the statement on behalf of your country during this debate, as well as two optional dates. The enclosed form may be used to submit your request. On the basis of the requests received, the Secretariat will draw up a provisional list of speakers, which will be made available on the General Conference website at the earliest opportunity.
As and when necessary, this list may be updated thereafter, to accommodate late requests by Member States wishing to change their initial dates or the person designated to participate in the debate. It goes without saying that the Secretariat will endeavour to satisfy these requests within the remaining options after the provisional list has been drawn up. Should a speaker on the provisional list be replaced subsequently by a lower-ranking speaker, the latter might be assigned a date or time slot other than the one initially scheduled.

I also wish to draw your attention to the allocated speaking time for statements. During its 206th session, the Executive Board recommended that the time should be fixed, as at the 39th session, at a maximum of six minutes. The Board also recommended that the General Conference install, as it did in previous sessions, a visual and sound system to assess speaking time, and that it empower its President to call to order any speaker exceeding this time limit.

Please accept, Sir/Madam, the assurances of my highest consideration.

Enclosure: 1
Registration Form

GENERAL POLICY DEBATE
(40th session of the General Conference)

Member State (or Associate Member): ..........................................................

1st date requested: ..............................................................
   Morning □
   Afternoon □

2nd date requested: ..............................................................
   Morning □
   Afternoon □

(N.B.: at least 48 hours between each date)

Intervention limited to 6 minutes (i.e. 3 standard-page document)

Speakers’ surname and first name: ..........................................................

..............................................................................................................

Status: ..................................................................................................

Request submitted by: ............................................................................

(Name and status)

Date: ........................................................................

Signature: .............................................................

To be returned to the Secretariat of the General Conference
(e-mail: GPD40@unesco.org)