



Seventy-fourth session
Salvador de Bahia, Brazil, 2-3 December 2004
Item 6(c) of the provisional agenda

**FOLLOW-UP OF THE TRANSFORMATION OF THE ORGANIZATION INTO A
SPECIALIZED AGENCY OF THE UNITED NATIONS**

(c) Joint headquarters committee

Note by the Secretary-General

The purpose of this document is to inform the Executive Council about the steps taken by the Secretariat with the Spanish authorities with a view to the creation of a joint headquarters committee.

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1. It is recalled to the Members of the Council that the Secretary-General requested the creation of a joint headquarters committee last June when he met with Mr. Luis Calvo Merino, Undersecretary for Foreign Affairs and Cooperation of Spain's Ministry of Foreign Affairs and Cooperation last June.
2. Having received the agreement in principle of the Undersecretary for Foreign Affairs and Cooperation, the Secretary-General confirmed this request in writing on 24 June 2004.
3. This request was transmitted by the Secretary-General to the Spanish authorities in keeping with the established practice in other host States of specialized agencies. Such headquarters committees are aimed at facilitating the functioning of these organizations in the State where their headquarters is located.
4. Spain's Ministry of Foreign Affairs and Cooperation has indicated to the Secretariat his willingness to create a headquarters committee for the purpose of regularly addressing all matters relative to the WTO Headquarters. This request was also supported by the Secretary-General of Tourism of Spain. As of the date of this report, however, the Secretariat has not received a definitive response in writing.
5. Such headquarters committee should be established to deal with various matters related to logistics, protocol, administrative issues, and security that involve the participation of a number of government administrations and municipal authorities of the host State. The necessary contacts to follow up on the Secretary-General's request are in progress between the Ministry of Foreign Affairs and the other entities concerned.