



WORLD TOURISM ORGANIZATION

**EXECUTIVE  
COUNCIL**



CE/85/13  
Madrid, March 2009  
Original: French

---

Eighty-fifth session  
Bamako, Mali, 7 and 8 May 2009  
Provisional agenda item 13

**REPORT ON THE PREPARATIONS  
FOR THE EIGHTEENTH SESSION OF THE GENERAL ASSEMBLY**

**Note by the Secretary-General**

In the attached document, the Secretary-General reports to the Council on the organization of work for the eighteenth session of the General Assembly.

**REPORT ON THE PREPARATIONS**  
**FOR THE EIGHTEENTH SESSION OF THE GENERAL ASSEMBLY**

**I. PLACE AND DATES**

1. In accordance with Assembly resolution 474(XV) and rule 1(2) of its Rules of Procedure, the General Assembly will hold its eighteenth session at the Convention Center in Astana, Kazakhstan, from 5 to 9 October 2009 at the invitation of the Government of Kazakhstan. The meetings of the other organs, preparatory to that of the Assembly, will be held on 2 and 3 October 2009.

**II. PROGRAMME OF MEETINGS**

2. The Members will recall that a new structure for the Assembly was established at the last session in Cartagena de Indias. Upon the conclusion of that session, the Secretary-General circulated to all the Members and participants a questionnaire in order to learn their opinion regarding this matter, with a view to making the necessary adjustments, if any.

3. Based on the responses of the Members to this survey, the Secretariat has established the following structure, which takes into account the advantages provided by the previous structure and the observations received from the Members, in order to allow optimal participation in this session of the highest governing organ of our Organization. The structure is shown in Annex 1 of the present document.

**A. Preparatory and related meetings**

**(i) Fifty-first meeting of the Committee on Budget and Finance**

4. The CBF will take place, as usual on the first day of the preparatory meetings to the General Assembly, i.e., on Friday, 2 October 2009 late morning.

**(ii) Eighty-sixth and eighty-seventh sessions of the Executive Council**

5. The eighty-sixth session of the Council will be held on the afternoon of Saturday, 3 October 2009. It will be entrusted, in particular, with considering the items on the Assembly's agenda on which an Executive Council recommendation is required as well as the adoption of the Report of the Council to the Assembly.

6. At its eighty-seventh session, to be held in the late morning of Friday, 9 October after the last plenary meeting of the Assembly, the Executive Council will have on its agenda the election of its Officers for 2010 and the filling of vacant seats on certain Executive Council bodies for the period 2010-2011.

**(iii) Regional Commissions**

7. The planned scheduling of the Regional Commissions is as follows: the Commissions for Europe, East Asia and the Pacific, and for the Americas will each hold a meeting on the afternoon of Friday, 2 October 2009, from 3.30 p.m. The other three will meet on the morning of Saturday, 3 October 2009: that for Africa from 9.00 a.m. to 11.00 a.m., that for South Asia from 10 a.m. to 12 noon, and that for the Middle East from 11.00 a.m. to 12.30 p.m. Their agendas will include the designation of their respective representatives for the various General Assembly offices, which should be approved by the Assembly at its first plenary meeting. Each Commission will also be required to designate its representatives to serve on those subsidiary bodies of the Council whose membership is to be renewed. Finally, they will be required to put forward candidates for the vacant seats on the Executive Council, for which elections will be held during the last plenary meeting of the Assembly.

**(iv) Credentials Committee**

8. The Credentials Committee will meet after the first plenary meeting, on Monday, 5 October 2009, and hold other meetings, if necessary, in order to prepare its report for the Assembly at the beginning of the afternoon of the fourth plenary meeting (Tuesday, 6 October 2009).

**(v) Affiliate Members**

9. The Affiliate Members will have Tuesday, 6 October for their deliberations. The General Meeting which will deal with administrative matters (adoption of the programme of activities for 2010-2011 and election of the Officers for that biennium) and the meeting of the Board of the Committee of Affiliate Members will take place on the morning. A Seminar on a contemporary issue will be held on the afternoon of the same day.

**(vi) Technical and thematic meetings**

10. In order to enhance the technical nature of the General Assembly proceedings and to encourage a high-level participation by both the private and public sectors, a meeting of the Resilience Committee will be organized in the framework of the Assembly, as well as a meeting on the Silk Road, on the afternoon of Tuesday, 8 October 2009.

**B. General Assembly session**

11. The draft provisional agenda of the eighteenth session of the General Assembly, contained in Annex 2, was drawn up in accordance with rule 5(1) of the Assembly's Rules of Procedure.

12. The provisional agenda will be attached to the official invitation. Members are reminded that they may propose the inclusion of new items in the provisional agenda provided they follow the procedure laid down for this purpose in rule 5(3) of the Assembly's Rules of Procedure.

13. In view of the volume of work that the provisional agenda can be expected to entail, the General Assembly, unless otherwise decided by its President, will need to hold two meetings a day.

**(i) Opening ceremony and opening meeting**

14. The official opening ceremony is scheduled to take place on Sunday, 4 October 2009 from 7 p.m. to 8 p.m. and will be held in the presence of high-ranking authorities of Kazakhstan.

15. A reception to welcome all the delegates will be hosted by the authorities of Kazakhstan on conclusion of the opening ceremony.

16. The Assembly session will be opened at 9 a.m. on Monday, 5 October by the President of the previous session, i.e. the head of the Colombian delegation. The Assembly will then be called upon to elect the President of its eighteenth session, in accordance with rule 16 of its Rules of Procedure.

**(ii) First plenary meeting**

17. The Assembly proceedings will continue as follows: during its first plenary meeting, on the morning of Monday 5 October, the General Assembly will be required to discuss items 1 to 8, as currently included in the provisional agenda. After the adoption of the agenda (item 1) and the necessary elections and appointments (items 2 and 3), the Assembly will be requested to consider the agenda items related to the membership of the Organization (item 4). Finally, the three main reports: that of the Secretary-General, that of the Executive Council to the Assembly and that of the Chairman of the Affiliate Members (items 5, 6 and 7) will be presented. Item 8 on Global economic imbalances and the impact on tourism will serve to set in motion the General Debate at the end of the morning, and will focus on the matter. Heads of delegation that so wish may register for inclusion in the list of speakers.

**(iii) Second and third plenary meetings**

18. The meeting in the afternoon of Monday, 5 will be entirely devoted to the continuation of the General Debate, as will the morning of 6 October.

19. To enable the greatest possible number of heads of delegation to take the floor during the general debate and in view of the short time given to the general debate, it will again be necessary to strictly limit speaking time to **five minutes** for each statement. This does not rule out the submission by delegations to the Secretariat for distribution of longer written statements relating to the general debate.

20. If necessary, the Assembly may extend its plenary meeting to the afternoon of Tuesday, 5 October for the last oral statements of the General Debate.

#### **(iv) Fourth and fifth plenary meetings**

21. Agenda Items 9 to 11 will be presented to the Assembly at the end of the third meeting, on the afternoon of Tuesday, 6 October: Report of the Credentials Committee and Relations with the United Nations system

22. The General Assembly will resume its work in plenary for its fifth meeting on Thursday, 7 October, to discuss items 12 to 14 of the provisional agenda, i.e. administrative and financial matters, the appointment of the Secretary-General, and that of the Deputy Secretary-General.

#### **(v) Sixth plenary meeting**

23. The Assembly will continue its work on the afternoon for considering items 15 and 16 of the provisional agenda, i.e. the draft programme budget of the Organization for the period 2010-2011, which the Secretary-General will submit to the Assembly.

#### **(vi) Seventh plenary meeting**

24. The seventh meeting will be held on Thursday, 8 October from 9.00 a.m. to 1.00 p.m. to discuss items 17 to 23 corresponding to the Report of the UNWTO external entities (item 17), the activities of the World Committee on Tourism Ethics (item 18), the approval of the draft Declaration to facilitate Tourist Travel (item 19) and of the agreements concluded by the Organization (item 20), the World Tourism Day for 2010 and 2011 (item 21). The Assembly will then be required to appoint half the Members of the Executive Council for the period 2009-2013 (item 22) and to decide the place and dates of its next session (item 23).

**(vii) Last plenary meeting**

25. The final plenary meeting will be held at 9 a.m. on Friday, 9 October to review and approve the draft resolutions resulting from its work. The Assembly proceedings as such will conclude at the end of the fifth plenary meeting.

**III. FACILITIES PROVIDED TO THE ORGANIZATION BY THE GOVERNMENT OF KAZAKHSTAN**

26. The authorities of Kazakhstan have confirmed that they will take all necessary measures to ensure that the proceedings take place in optimum conditions in the new Convention Centre of Astana. They will also facilitate the entry into their territories of Full, Associate and Affiliate Members of WTO, as well as of the other participants invited by the Secretary-General.

27. The Agreement between the Organization and the host Government was signed on 29 January 2009.

28. This Agreement will establish in particular the obligations and costs that the Government has generously agreed to meet in convening and conducting the proceedings of the eighteenth session of the General Assembly and the other related meetings, in accordance with the Statutes, rules and practices of the Organization.

**IV. INVITATIONS AND WORKING DOCUMENTS**

29. The Secretary-General will send Members their invitations, together with the provisional agenda prepared in accordance with rule 5(1) of the General Assembly's Rules of Procedure, the annotated provisional agenda and an information note, within the prescribed time-limits, i.e. ninety days before the opening of the session.

30. The working documents necessary for the General Assembly's discussions and decisions on the various agenda items will also be dispatched to Members within the time-limits prescribed in rule 8 of the Assembly's Rules of Procedure.

31. The United Nations and the international organizations with which the Organization has concluded agreements or working arrangements or that are in a working relationship with the Organization for a specific project will also receive an invitation to participate in the eighteenth session of the Assembly.

**V. LANGUAGES OF THE ASSEMBLY**

32. The languages to be used for the Assembly and the other meetings, both preparatory and parallel to it, are as follows:

Friday, 2 October

Committee on Budget and Finance:	English, French and Spanish
Commission for Europe:	English and French
Commission for East Asia and the Pacific:	no interpretation
Commission for the Americas:	English and Spanish

Saturday, 3 October

Commission for Africa:	English and French
Commission for South Asia:	no interpretation
Commission for the Middle East:	no interpretation
Executive Council:	English, French, Spanish and Russian

Sunday, 4 October

Opening ceremony:	Arabic, English, French, Spanish and Russian
-------------------	--

Monday, 5 October

First and 2 <sup>nd</sup> plenary meetings:	Arabic, English, French, Spanish and Russian
---	--

Tuesday, 6 October

Third and 4 <sup>th</sup> plenary meetings:	Arabic, English, French, Spanish and Russian
Meeting of the Affiliate Members:	English, French and Spanish
Seminar:	English, French and Spanish

Wednesday, 7 October

Fifth and 6 <sup>th</sup> plenary meetings:	Arabic, English, French, Spanish and Russian
Board of Directors of the ST-EP Foundation:	English, French and Spanish

Thursday, 8 October

Seventh plenary meeting:	English, French, Spanish and Russian
Resilience Committee:	English, French and Spanish
Meeting of the Silk Road:	English and Russian

Friday, 9 October

Eighth plenary meeting:	English, French, Spanish and Russian
Executive Council:	English, French, Spanish and Russian

## STRUCTURE OF THE EIGHTEENTH SESSION OF THE GENERAL ASSEMBLY

**Astana, Kazakhstan, 2 – 9 October 2009**

DAY	MORNING	LUNCH	AFTERNOON	EVENING
<b>2 October (Friday)</b>		Committee on Budget and Finance (1 p.m. – 3 p.m.) <----->	Regional Commissions CEU – CAP – CAM (3.30 p.m. – 5.30 p.m.) (4.30 p.m. – 6 p.m.) (5.30 p.m. – 7 p.m.) <----->	
<b>3 October (Saturday)</b>	Regional Commissions CAF – CSA – CME (9 a.m. – 11 a.m.) (10 a.m. – 12 noon) (11 a.m. – 12.30 p.m.) <----->		<b>Executive Council (CE/86)</b> (3.30 p.m. – 6.30 p.m.) <----->	
<b>4 October (Sunday)</b>	<i>FREE (city tour)</i>			<b>Opening ceremony</b> (7 p.m. – 8 p.m.) Opening dinner
<b>5 October (Monday)</b>	<b>1<sup>st</sup> session:</b> agenda items 1 to 8 (9 a.m. – 1 p.m.) <----->		<b>2<sup>nd</sup> session:</b> Ministerial general debate (for Ministers and Heads of Delegation) (3 p.m. – 6 p.m.) <----->	
<b>6 October (Tuesday)</b>	<b>3<sup>rd</sup> session:</b> Ministerial general debate (for Ministers and Heads of Delegation) (9 a.m. – 1 p.m.) <----->		<b>4<sup>th</sup> session:</b> agenda items 9 to 11 (3.30 p.m. – 5 p.m.) <----->	Cont. General Debate (if necessary) (5 p.m. – 6 p.m.) <----->
	Meeting of the Affiliate Members (10.30 a.m. – 1 p.m.) <----->		Seminar Affiliate Members (3 p.m. – 5.30 p.m.) <----->	
<b>7 October (Wednesday)</b>	<b>5<sup>th</sup> session:</b> agenda items 12 to 14 (9 a.m. – 1 p.m.) <----->		<b>6<sup>th</sup> session:</b> agenda items 15 to 16 (3 p.m. – 5 p.m.) <----->	ST-EP Board (5 p.m. – 6.30 p.m.) <----->
<b>8 October (Thursday)</b>	<b>7<sup>th</sup> session:</b> agenda items 17 to 23 (9 a.m. – 1 p.m.) <----->		Resilience Committee (3 p.m. – 4.30 p.m.) <----->	Silk Road meeting (5 p.m. – 6.30 p.m.) <----->
<b>9 October (Friday)</b>	<b>Adoption of draft resolutions</b> (9 a.m. – 12.30 p.m.) <----->	<b>Executive Council (CE/87)</b> (1 p.m. – 2.30 p.m.) <----->		

**ANNEX 2****DRAFT PROVISIONAL AGENDA**

1. Adoption of the agenda
2. Election of the President and Vice-Presidents of the Assembly
3. Appointment of the Credentials Committee
4. Membership of the Organization
  - (a) New membership
  - (b) Suspension of membership in accordance with Article 34 of the Statutes
  - (c) Requests for temporary exemption from the application of paragraph 13 of the Financing Rules
5. Report of the Secretary-General
6. Report of the Executive Council to the General Assembly
7. Report of the Chairman of the Affiliate Members
8. Global economic imbalances and the impact on tourism (*General Debate*)
9. Report of the Credentials Committee
10. Relations with the United Nations system
  - (a) Coordination mechanisms
  - (b) Report of the Joint Inspection Unit
11. Report on implementation of the Organization's general programme of work for the period 2008-2009
12. Administrative and financial matters
  - (a) Report of the Secretary-General on the financial situation of the Organization
  - (b) Election of the Members of the WTO Staff Pension Committee for the period 2010-2011
  - (c) Election of the Auditors for the period 2010-2011
  - (d) Use of the UNWTO logo
  - (e) Adoption of the revised Rules of Procedure of the Affiliate Members
13. Appointment of the Secretary-General for the period 2010-2013 on the recommendation of the Executive Council
14. Appointment of the Deputy Secretary-General for the period 2010-2013

15. Draft programme and budget of the Organization for the period 2010-2011
  - (a) Programme
  - (b) Budget
16. Assessment of Members' contributions to the Organization's budget for the period 2010-2011
17. Progress Report on:
  - (a) Themis Foundation
  - (b) ST-EP Foundation
  - (c) Regional Support Office for Asia and the Pacific
  - (d) World Centre of Excellence for Destinations of Montreal
  - (e) Bonn Consulting Unit on Biodiversity and Tourism
  - (f) Permanent Secretariat of the World Committee on Tourism Ethics in Rome
18. Activities of the World Committee on Tourism Ethics
19. Approval of the draft Declaration on the facilitation of tourist travel
20. Approval of agreements concluded by the Organization
21. World Tourism Day: information on the activities of 2006 and 2007, adoption of themes and designation of the host countries for 2010 and 2011
22. Election of Council Members
23. Place and dates of the nineteenth session of the General Assembly
24. Review and adoption of the draft resolutions of the eighteenth session of the General Assembly