



ASSEMBLY – 35TH SESSION

ADMINISTRATIVE COMMISSION

ORDER OF BUSINESS FOR THE FIRST AND SECOND MEETINGS

(Conference Room 3, 1st floor, Thursday, 30 September 2004 at 1400 hours and
Friday, 1 October 2004 at 0930 hours)

References

1. Opening of meeting by the Chairman
2. Election of First and Second Vice-Chairmen
3. Introduction of officers of the Secretariat by the Secretary
4. Item 5.1: Reference of agenda items to the Executive Committee and Commissions and directives concerning coordination of action by those bodies
WP/19, AD/1
*See note below
5. Item 39.1: Programme Budget - 2005, 2006, 2007
WP/20, AD/2, Corr. 1 (E, F, S, R & A), Corr. 2 and Add. 1
WP/133, EX/53, AD/15
— Distribution of resources within the draft Programme Budget of the Organization for 2005, 2006 and 2007 and Strengthening of the Regional Offices
WP/185, AD/16
— Regionalisation of safety
WP/213, AD/18, **Corr. 1 (E, R, A & C)
— Regional arrangements and budget decentralization
**WP/257, AD/19
— Stability in voluntary funding
WP/20, AD/2, Corr. 1 (E, F, S, R & A), Corr. 2 and Add. 1
Item 39.2: Technical Cooperation Administrative and Operational Services Costs (AOSC)
6. Item 40.3: Assessments to the General Fund for 2005, 2006 and 2007
WP/24, AD/6, Corr. (S)

* **Note:** Expressions of interest for membership in the Budget Working Group or in the Contributions Working Group should be handed to the Secretary (Room 5.15.10) in writing not later than 1200 hours on Thursday, 30 September 2004 (indicating which group) so that membership of these groups may be decided during the first meeting. The Budget Working Group would normally consist of 7 to 11 members, and the Contributions Working Group of 5 to 7 members (the latter acting in a personal capacity). The date and time of the first meeting of the Budget Working Group is Friday, 1 October at 1430 hours in Conference Room 5 and the first meeting of the Contributions Working Group is Saturday, 2 October at 0930 hours in Conference Room 6 in closed session.

**Under preparation

References

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| 7. | Item 7: Annual Reports of the Council to the Assembly for 2001, 2002 and 2003 | Docs 9786, 9814, 9826 and Supplement |
| 8. | Item 8: Programme Budget for 2005, 2006 and 2007 | WP/20, AD/2, Corr. 1 (E, F, S, R & A), Corr. 2 and Add. 1 |
| 9. | Item 40.1: Confirmation of Council action in assessing the contributions to the General Fund and determining advances to the Working Capital Fund of States which have adhered to the Convention | WP/22, AD/4, |
| 10. | Item 40.2: Arrears of contributions of the former Socialist Federal Republic of Yugoslavia | WP/23, AD/5 |
| 11. | Item 41.1: Financial aspects of the question of contributions in
Item 41.2: arrears | WP/21, EX/5, AD/3, Rev. 1 and Add. 1 |
| 12. | Item 41.2: Incentive schemes for settlement of long-outstanding arrears
— Report on Assembly Resolution A34-1 | WP/25, AD/7 |
| 13. | Item 41.3: Report on the Working Capital Fund | WP/26, AD/8 |
| 14. | Item 41.4: Distribution of cash surplus | WP/27, AD/9 |
| 15. | Item 42: Review of expenditures, approval of accounts and examination of Audit Reports for the financial years 2001, 2002 and 2003 | WP/28, AD/10 and Doc 9825
WP/29, AD/11 and Doc 9833
WP/30, AD/12 and Doc 9834
WP/19, AD/1 (Appendix C) |
| 16. | Item 43: Appointment of External Auditor | WP/31, AD/13 |
| 17. | Item 44: Report on the Use of the Information and Communication Technology (ICT) Fund | WP/32, AD/14 Revised |
| 18. | Item 45: Assembly resolutions to be consolidated or to be declared no longer in force | WP/33, P/5 (Appendix E)
*Doc 9790, <i>Assembly Resolutions in Force</i> (as of 5 October 2001) |
| 19. | Any other business | |

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