



**United Nations Conference
on Trade and Development**

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Trade and Development Board
Trade and Development Commission
Multi-year Expert Meeting on Transport and Trade Facilitation
Fourth session
Geneva, 7–9 December 2011
Item 2 of the provisional agenda

Provisional agenda and annotations

I. Provisional agenda

1. Election of officers
2. Adoption of the agenda and organization of work
3. Challenges and policy options for transport and trade facilitation
4. Report of the meeting

II. Annotations to the provisional agenda

Item 1. Election of officers

1. It is recommended that the expert meeting elect a Chair and a Vice-Chair-cum-Rapporteur.

Item 2. Adoption of the agenda and organization of work

2. The provisional agenda for the meeting is reproduced in chapter I above. The expert meeting will have three days, from 7 to 9 December 2011, to complete its work. The provisional schedule of meetings for the three days is annexed to this document (page 4). A detailed programme will be available one week before the meeting.

Documentation

TD/B/C.I/MEM.1/10 Provisional agenda and annotations

Item 3. Challenges and policy options for transport and trade facilitation

3. Over its four sessions, the multi-year expert meeting has addressed trade logistics issues in developing countries. The fourth and final session of the meeting will take the opportunity to recap on the outcomes of the preceding sessions and will look at challenges and policy options for the near future.

4. Transport- and trade facilitation-related policy options to improve developing countries' trade performance and competitiveness need to encompass – in a holistic approach – such relevant components as transport costs and access to efficient services, energy efficiency and sustainability of transport, the impacts of climate change on transport systems, and implementation of trade facilitation reforms and customs automation, as well as actions and policy options and the role that UNCTAD and partners can play in these fields.

5. Given the broad topic areas and in order to facilitate discussions, the UNCTAD secretariat has prepared a background note (TD/B/C.I/MEM.1/11) to assist participants in the deliberations at the session. In addition, experts are encouraged to prepare brief papers on the subject under discussion. These papers will be made available at the meeting in the form and language in which they are received.

Documentation

TD/B/C.I/MEM.1/11 Challenges and policy options for transport and trade facilitation

Item 4. Report of the meeting

6. The report of the expert meeting will be submitted to the Trade and Development Commission at its fourth session in 2012.

Input from experts

Experts nominated by member States are encouraged to submit brief papers (approximately five pages) as contributions to the work of the meeting. The papers should be submitted to the UNCTAD secretariat in advance of the meeting. The papers will be made available at the meeting in the form and language in which they are received.

Experts are requested to submit papers to the UNCTAD secretariat as soon as possible, addressed to the Trade Logistics Branch, Palais des Nations, CH-1211 Geneva 10, Switzerland; fax: +41 22 917 00 50; e-mail: trade.logistics@unctad.org.

Annex

Provisional schedule of the meeting

Wednesday 7 December 2011	Thursday 8 December 2011	Friday 9 December 2011
<p style="text-align: center;">(10 a.m.–1 p.m.)</p> <p>Plenary</p> <p>Opening statement</p> <p>Item 1: Election of officers</p> <p>Item 2: Adoption of the agenda and organization of work</p> <p>Introduction of item 3: Challenges and policy options for transport and trade facilitation</p> <p>Informals</p> <p>Item 3: Challenges and policy options for transport and trade facilitation</p>	<p style="text-align: center;">(10 a.m.–1 p.m.)</p> <p>Informals</p> <p>Item 3 (continued): Challenges and policy options for transport and trade facilitation</p>	<p style="text-align: center;">(10 a.m.–1 p.m.)</p> <p>Informals</p> <p>Item 3 (continued): Challenges and policy options for transport and trade facilitation</p>
<p style="text-align: center;">(3 p.m.–6 p.m.)</p> <p>Informals</p> <p>Item 3 (continued): Challenges and policy options for transport and trade facilitation</p>	<p style="text-align: center;">(3 p.m.–6 p.m.)</p> <p>Informals</p> <p>Item 3 (continued): Challenges and policy options for transport and trade facilitation</p>	<p style="text-align: center;">(3 p.m.–6 p.m.)</p> <p>Informals</p> <p>Consideration of the outcome of the meeting</p> <p>Plenary (closing)</p> <p>Item 4: Report of the meeting</p>