



**United Nations
Conference
on Trade and
Development**

Distr.
GENERAL

TD/B(S-XXI)/1
30 April 2004

Original: ENGLISH

TRADE AND DEVELOPMENT BOARD
Twenty-first special session
Geneva, 10-11 May 2004
Item 1 of the provisional agenda

Provisional agenda and annotations^{*}

I. Provisional agenda

1. Adoption of the agenda and organization of the work of the session
2. Organization of the work of the eleventh session of the Conference:
 - (a) Selection by drawing of lot of the country that will head the seating pattern at the eleventh session of the Conference
 - (b) Outstanding organizational matters
3. Substantive preparations for the eleventh session of the Conference
 - Report of the Preparatory Committee
4. Institutional, organizational, administrative and related matters:
 - (a) Preparations for the review by the eleventh session of the Conference of the lists of States annexed to General Assembly 1995 (XIX)
 - (b) Designation of intergovernmental bodies for the purposes of rule 76 of the rules of procedure of the Board
 - (c) Designation of and classification of non-governmental organizations for the purposes of rule 77 of the rules of procedure of the Board
 - (d) Provisional calendar of meetings for the remainder of 2004 and draft schedule of meetings for 2005
5. Other business
6. Adoption of the report of the Board

* The submission of this document was delayed due to the need to take into account developments in the preparatory process for UNCTAD XI.

II. Annotations to the provisional agenda

Introduction

1. By resolution 57/235, of 20 December 2002, the General Assembly welcomed the generous offer made by the Government of Brazil to host the eleventh session of the United Nations Conference on Trade and Development. The Conference will be held from 13 to 18 June 2004 in the premises of the Anhembi Convention Centre, São Paulo, Brazil.
2. The provisional agenda for the Conference has been circulated in TD/391.
3. The twenty-first special session of the Board is convened in order to advance the organizational and substantive preparations for the Conference.

Item 1: Adoption of the agenda and organization of the work of the session

4. The provisional agenda for the twenty-first special session was prepared by the secretariat.

Documentation

TD/B(S-XXI)/1

Provisional agenda and annotations

Item 2: Organization of the work of the eleventh session of the Conference:

(a) Selection by drawing of lot of the country that will head the seating pattern at the eleventh session of the Conference

5. As is customary for the organization of the Conference, the Board has to select the country that will be first in alphabetical order in São Paulo. The name of the country will be drawn by lot.

(b) Outstanding organizational matters

6. The attention of the Board will be drawn to any outstanding organizational matters.

Item 3: Substantive preparation for the eleventh session of the Conference

- Report of the Preparatory Committee

7. At its fiftieth session, the Board established an open-ended Preparatory Committee for the eleventh session of the Conference, under the Chairmanship of the President of the Board.
8. It is expected that the Trade and Development Board will hear the report of the Chairman of the Preparatory Committee and transmit the pre-conference negotiating text to the Conference.

Item 4: Institutional, organizational, administrative and related matters:

(a) Preparations for the review by the eleventh session of the Conference of the lists of States annexed to General Assembly 1995 (XIX)

9. The Board will be informed of any changes in the membership of UNCTAD, which at time of writing stands at 192.

(b) Designation of intergovernmental bodies for the purposes of rule 76 of the rules of procedure of the Board

10. Any application received will be transmitted to the Board. An updated list of IGOs in status with UNCTAD is contained in TD/B/IGO/LIST/5.

(c) Designation of and classification of non-governmental organizations for the purposes of rule 77 of the rules of procedure of the Board

11. An updated list of NGOs in status with UNCTAD is contained in TD/B/NGO/LIST/7.

(d) Provisional calendar of meetings for the remainder of 2004 and draft schedule of meetings for 2005

12. The Board will have before it a draft calendar for the remainder of 2004 and part of 2005, that will be readjusted after the Conference.

Documentation

TD/B(S-XXI)/CRP.1 UNCTAD calendar of meetings

Item 5: Other business

Item 5: Adoption of the report of the Board

13. The Board may wish to authorize the Rapporteur to finalize the report on its twenty-first special session under the authority of the President.
