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19 May 2016

**Subject: Meeting of the Joint Advisory Group on the International Trade Centre
(Fiftieth session)**

1. The fiftieth annual meeting of the Joint Advisory Group on the International Trade Centre will be held on 4 July 2016 at the World Trade Organization (WTO), in Geneva, starting at 10 a.m. in room W.
 2. The Joint Advisory Group will examine the activities of the International Trade Centre and make recommendations to the Trade and Development Board of UNCTAD and the General Council of WTO. Discussions will focus on *Annual Report 2015* on the activities of the International Trade Centre, activities and achievements to date during the first half of 2016 and the evaluation function of the International Trade Centre, as well as an update on implementation of the recommendations of the independent evaluation. An opportunity will be provided for the announcement of donor contributions to the International Trade Centre for 2017 and beyond.
 3. The Group will have before it the following documentation for its consideration:
 - (a) Provisional agenda for the session (ITC/AG(L)/L/261)
 - (b) *Annual Report 2015* on the activities of the International Trade Centre (ITC/AG(L)/262)
- This documentation will be distributed in the coming weeks.
4. Governments of the member States of UNCTAD and members of WTO are invited to send representatives to this meeting. It is recommended that this representation be at the level of senior officials involved in trade and development.
 5. The meeting is open to United Nations specialized agencies and bodies and to other intergovernmental organizations with observer status, as well as to relevant non-governmental organizations.
 6. It is requested that the names of representatives to attend the Joint Advisory Group meeting be communicated to the International Trade Centre, Palais des Nations, 1211 Geneva 10 by e-mail (jag@intracen.org) by **14 June 2016**.

(signed)

Mukhisa Kituyi
Secretary-General of UNCTAD

(signed)

Roberto Azevêdo
Director-General of WTO