
AGENDA ITEM 3:

Adoption of Agenda and Working Procedures

Purpose of Paper

1. The Revised Provisional Agenda appears in the Working Paper documentation as 29SM/Official/Provisional Agenda/Rev.2.

Hours of Work

2. Suggested hours of work for the Meeting are contained in the attached (29SM/Officials/WP.3/Att.1).

Sub-committees

3. A Report Drafting Committee will be appointed at the start of the meeting to assist with the preparation of the Meeting report. While the membership of the Committee is open-ended it should comprise a core of 5 or 6 members at least one of which should be from a French speaking member. The Vice-Chair would chair the Report Drafting Committee.

Recommendation

4. The Meeting is invited to:
 1. **consider** and **adopt** the Provisional Agenda;
 2. **agree** on hours of work; and
 3. **appoint** an open-ended Report Drafting Committee
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