



THE PRESIDENT
OF THE
GENERAL ASSEMBLY

5 September 2008

Excellency,

In accordance with General Assembly resolution 62/242 and following consultations with the African Union, I have the honour to transmit herewith the second information note on the organizational arrangements for the high-level meeting on the theme “Africa’s development needs: state of implementation of various commitments, challenges and the way forward”, which will take place on 22 September 2008 at United Nations Headquarters in New York.

I wish to recall that in accordance with resolution 62/242, participation at this high-level meeting is expected at the highest possible political level, including Heads of State or Government, ministers, special representatives and other representatives. Delegations that have not yet inscribed for one of the four roundtables of the meeting are encouraged to do so with the General Assembly Affairs Branch as soon as possible.

Please accept, Excellency, the assurances of my highest consideration.

A handwritten signature in black ink, appearing to read 'Srgjan Kerim', written in a cursive style.

Srgjan Kerim

All Permanent Representatives and
Permanent Observers to the United Nations
New York

Organizational arrangements for the high-level meeting on the theme
“Africa’s development needs: state of implementation of various
commitments, challenges and the way forward”
New York, 22 September 2008

Second Information Note

Introduction

1. The General Assembly, in its resolution 62/242 of 4 March 2008, inter alia, requested its President to finalize the organizational arrangements for the high-level meeting, to be held on 22 September 2008. This note elaborates on and supersedes the information note issued on 25 June 2008.

Participation

2. Participation in the high-level meeting will be in accordance with paragraphs 2, 9, 10, 12, 13 and 14 of resolution 62/242.
3. In accordance with paragraph 2 of the resolution, participation at the meeting is expected at the highest possible political level, including Heads of State or Government, ministers, special representatives and other representatives.
4. In accordance with paragraphs 10 and 14 of the resolution, the President of the General Assembly has invited non-governmental organizations that have consultative status with the Economic and Social Council, civil society organizations, the private sector, regional financial institutions as well as the Bretton Woods institutions, UNCTAD, and the World Trade Organization participate in the roundtables of the meeting. The complete list of these participants, as well as participants from the United Nations system and intergovernmental organizations, will be circulated to all Member States prior to the meeting.

Programme of the high-level meeting

5. The high-level meeting will comprise an opening plenary meeting, followed by two high-level round tables in the morning and two high-level round tables in the afternoon, and a closing plenary meeting.
6. The opening plenary meeting will take place between from 9am-10am in the General Assembly Hall, and shall be addressed by the President of the General Assembly and the Secretary-General of the United Nations. In addition, following consultation with the African Union, the President of the General Assembly has invited the following dignitaries to address the opening plenary meeting: the President of the United Republic of Tanzania; the President of France; the Prime Minister of Japan (TBC); the Prime Minister of Antigua and Barbuda; the Secretary of State of the United States of America;

the Chairperson of the Commission of the African Union; and the President of the European Commission.

7. A closing plenary meeting will take place at 6.15-6.45 pm in the General Assembly Hall to adopt the political declaration on Africa's development needs.

Round tables

8. There will be two round tables in the morning (10am-1pm) and two in the afternoon (3-6pm). These round tables will take place in the Trusteeship Council and ECOSOC Chambers.
9. The four round tables will have the same overall theme of the meeting: *"Africa's development needs: state of implementation of various commitments, challenges and the way forward."*
10. The co-chairs for the round tables shall be as follows:
Round table 1: H.E. Thabo Mbeki (South Africa) and H.E. Haris Silajdžić (Bosnia and Herzegovina)
Round table 2: H.E. Paul Kagame (Rwanda) and H.E. Tarja Halonen (Finland)
Round table 3: TBC (African Group) and H.E. Ralph Gonsalves (Saint Vincent and the Grenadines)
Round table 4: H.E. Pedro Verona Pires (Cape Verde) and TBC (Asian Group)
11. The round tables shall open with a brief statement from one of the co-chairs, after which the floor will be open for an interactive, free-flowing discussion. Participants will be encouraged to **limit interventions to not more than three minutes** and not to read prepared statements. There will be no formal list of speakers. Delegations and other participants who wish to take the floor will be invited to signify their intentions by raising their flags.
12. One of the co-chairs shall make brief concluding remarks at the close of each round table.
13. Each head of delegation may be accompanied to the roundtable by three advisors.
14. In order to ensure equitable geographical balance in the four round tables, the maximum number of participants from each regional group shall be distributed as follows:
 - African States: 14 Member States
 - Asian States: 14 Member States
 - Eastern European States: 6 Member States
 - Latin American and Caribbean States: 9 Member States
 - Western Europe and other States: 7 Member States
15. A Member State which is not a member of any of the regional groups, the Holy See, in its capacity as Observer State and Palestine in its capacity as observer, may participate in any one of the round tables.

16. Inscriptions in the round tables shall be on a first-come, first-served basis, taking into account the maximum number for each regional group and on the understanding that the total number of Member States participating in each round table shall not exceed 50. Delegations that have not yet inscribed are encouraged to do so as soon as possible. Inscriptions for each round table can be made with the General Assembly Affairs Branch (room S-2940B; tel. 1 (212) 963-5063; fax 1 (212) 963-3783; email: heddachem@un.org).
17. Due to limited availability of space, access to the round tables will be on the basis of colour-coded passes. Each delegation shall be provided with four passes to the round table for which they have inscribed. Delegations that wish to observe roundtables for which they are not inscribed may do so in the public galleries of the Trusteeship Council and ECOSOC chambers (3rd floor) on a first-come, first-served basis.

Passes for Delegations

18. The United Nations Pass and ID Office on 45th Street and 1st Avenue will be open for registration of delegates on the following days at the following times: **Thursday, 18 September 8am – 6pm; Friday, 19 September 8am - 6pm; Saturday, 20 September 10am - 6pm; Sunday, 21 September 10am - 8pm; Monday, 22 September 7am - 8pm.**
19. The United Nations Protocol and Liaison Service will authorize delegation passes, as well as VIP passes for Heads of State and Government and Cabinet Ministers. To facilitate the issuance of these passes, lists of delegations for the High-Level Meeting on Africa's Development Needs should be submitted to the Chief of Protocol (room S-201 or by fax: 1 (212) 963-1921) as soon as possible.

Overflow Room and Webcast

20. Conference Room 2 will serve as the “overflow room” to enable participants to follow proceedings of the opening plenary meeting.
21. Plenary meetings and the round tables will be transmitted by live Webcast.

Side-Events

22. A calendar of various events related to the high-level meeting is posted on the website of the President of the General Assembly <http://www.un.org/ga/president/62/ThematicDebates/adn/events.shtml>. Contact information for the organizers, as well as concept notes for each side event, are also available on the website.