



THE PRESIDENT  
OF THE  
GENERAL ASSEMBLY

25 June 2008

Excellency,

In accordance with General Assembly resolution 62/242 and following consultations with the African Union, I have the honour to transmit herewith an 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.

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

A handwritten signature in black ink, appearing to read "Srgjan Kerim".

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

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 outlines proposed arrangements for the meeting. A further note will be issued at a later date, finalizing any other outstanding arrangements and details.

**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 paragraph 10 of the resolution, the President of the General Assembly will consult with non-governmental organizations that have consultative status with the Economic and Social Council, civil society organizations, the private sector, and with Member States, as appropriate, on the list of representatives from these organizations that may participate in the round tables of the meeting. The list of participants will be circulated in due course.

**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 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 will invite leaders from Africa as well a major bilateral and institutional development partner to address the opening session.
7. The political declaration on Africa’s development needs will be adopted at the closing plenary meeting.

## Round tables

8. There will be two round tables in the morning and two in the afternoon.
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. Each round table will be co-chaired by Heads of State or Government. One of the co-chairs for each round table will be from Africa. The other co-chair will be from one of the other four regional groups. The President of the General Assembly shall request regional groups to nominate the co-chair(s) to represent their respective regions.
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 not to read prepared statements and to **limit interventions to not more than three minutes**. 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. 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
14. 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.
15. Other categories of participants listed in paragraphs 10, 12, 13 and 14 of resolution 62/242 shall be distributed in the four 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. Inscriptions for each round table can be made with the General Assembly Affairs Branch beginning 1 July 2008 (room S-2940B; tel. 1 (212) 963-5063; fax 1 (212) 963-3783).
17. Due to limited availability of space, access to the round tables will be on the basis of colour-coded passes.