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OFFICE OF THE PRESIDENT OF THE GENERAL ASSEMBLY

The Office of the President of the sixty-fourth session of the General Assembly presents its compliments to all Permanent Missions and Observers to the United Nations and has the honour to attach a letter dated 9 November 2009 from the Co-Facilitators for the informal consultations on the organization of the 2010 High-level plenary.

The Office of the President of the sixty-fourth session of the General Assembly avails itself of this opportunity to reiterate to all Permanent Missions and Observer Missions to the United Nations the assurances of its highest consideration.

New York
9 November 2009



All Permanent Missions and
Permanent Observer Missions
to the United Nations
New York



9 November 2009

Excellency,

We are writing with reference to the follow up to resolution 63/302 in which the General Assembly decided to convene in 2010, at the commencement of the sixty-fifth session, a high-level meeting of the General Assembly with the participation of heads of State and Government.

Based on our consultations so far and as agreed at the informal consultations last Friday, 6 November 2009, we are attaching with this letter a non paper on the organization of the high-level plenary meeting, which could serve as a basis of a draft resolution.

Given that time is limited, we kindly ask for your written comments on the non-paper by cob, **Thursday, 12 November 2009**. This would allow us to incorporate your comments and provide us with a text to start negotiations in the afternoon of Tuesday, 17 November 2009 in Conference Room 4. Kindly send you comments to all the following recipients: sadikh6@yahoo.fr; tinbla@um.dk and schmitz-meiners@un.org.

We take this opportunity to remind delegations that we believe that we have to conclude the consultations on a modalities resolution by the end of November in order to respect the deadline given in resolution 62/302 the General Assembly, as many delegates will leave New York for the high-level Conference on South-South Cooperation in Nairobi and the UN climate change conference (COP15) in Copenhagen. The adoption of a resolution by the end of November will also give delegations and the Secretariat sufficient time for the next stage of the preparations.

We look forward to further constructive consultations and thank you for your active engagement in this important issue so far.

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

H.E. Mr. Paul Badji
Co-Facilitator
Permanent Representative
Permanent Mission of the Republic of Senegal
to the United Nations

H.E. Mr. Carsten Staur
Co-Facilitator
Permanent Representative
Permanent Mission of Denmark
to the United Nations

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

**Non Paper on the organization of the High-level Plenary Meeting
of the sixty-fifth session of the General Assembly**

The General Assembly,

PP1 Recalling its resolutions 55/2 of 8 September 2000 and 60/1 of 16 September 2005, by which it adopted the United Nations Millennium Declaration and the 2005 World Summit Outcome, respectively;

PP2 Recalling also its resolution in 63/302 of 9 July 2009, by which it decided to convene in 2010, at the commencement of the sixty-fifth session of the General Assembly, a High-level Plenary Meeting of the Assembly;

PP3 Welcoming the report of the Secretary-General entitled “Scope, modalities, format and organization of the High-level Plenary Meeting of the sixty-fifth session of the General Assembly”¹ requested in its resolution 63/302;

OP1 Decides that the High-level Plenary Meeting shall be held from Monday, 20 September 2010 to Wednesday, 22 September 2010 in New York;

OP2 Decides to hold the general debate at its sixty-fifth session starting from Thursday, 23 September 2010 to Friday, 24 September and from Monday, 27 September to Friday, 1 October on the understanding that these arrangements shall in no way create a precedent for the general debate at future sessions;

OP3 Decides also that the High-level Plenary Meeting will undertake a comprehensive review of the progress made in achieving development for all, particularly through the realization of the internationally agreed development goals, while keeping the Millennium Development Goals at its core;

OP4 Reiterates that the High-level Plenary Meeting will be held with the participation of Heads of State and Government, and encourages all Member States to be represented at that level;

OP5 Decides that the High-level Plenary Meeting will be composed of eight plenary meetings, on the basis of three meetings a day for the first two days and two meetings on the third day, and four interactive round-table meetings to be held in concurrence with a plenary meeting;

OP6 Invites the President of the General Assembly at its sixty-fourth session and the President of the General Assembly at its sixty-fifth session to jointly preside over the High-level Plenary Meeting;

OP 7 Decides that the Holy See, in its capacity as observer State, and Palestine, in its capacity as observer, shall participate in the High-level Plenary Meeting;

OP 8 Decides also that the plenary meetings shall be organized in accordance with the modalities set forth in annex I to the present resolution and that the list of speakers for the plenary meetings shall be established in accordance with the procedure set forth in that annex;

¹ A/64/263

OP8 Decides further that four round-table sessions shall be organized in accordance with the modalities set forth in annex II to the present resolution;

OP 10 Invites the United Nations funds and programmes, and the specialized agencies of the United Nations system, including the International Labour Organization and the United Nations Conference on Trade and Development, the Bretton Woods institutions, the World Trade Organization, the regional development banks, the regional commissions of the United Nations, non-governmental organizations and civil society and business sector entities to participate in the General Assembly High-level Plenary Meeting and in the preparatory process of the meeting.

OP 10 bis Decides in this regard that representatives designated by the specialized agencies and related organizations may participate, without the right to vote, in the deliberations of the High-Level Plenary Meeting, the preparatory meetings and, as appropriate, any other working group on questions within the scope of their activities.

OP 11 Decides further that representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector, one from each grouping, selected during the informal interactive hearings to be held no later than June 2010, may also be included in the list of speakers for the plenary meetings of the High-level Plenary Meeting in consultation with the President of the General Assembly, time permitting;

OP 12 Invites member states to host regional multistakeholder consultations supported by regional commissions and other relevant entities so as to provide inputs as early as possible to the preparatory process for the General Assembly high-level plenary meeting;

OP 13 Requests the President of the General Assembly to organize two days of informal interactive hearings no later than June 2010 with representatives of non-governmental organizations, civil society organizations and the private sector, as an input to the preparatory process of the High-level Plenary Meeting;

OP 14 Decides that the President of the General Assembly shall preside over the informal interactive hearings with representatives of non-governmental organizations, civil society organizations and the private sector, and that the hearings shall be organized in accordance with the modalities set forth in annex III to the present resolution, and requests the President of the General Assembly to prepare a summary of the hearings to be issued as an Assembly document prior to the High-level Plenary Meeting;

OP 15 Encourages Member States to participate in the hearings at the ambassadorial level to facilitate interaction between the Member States and the representatives of non-governmental organizations, civil society organizations and the private sector;

OP 16 Requests the Secretary-General to establish a trust fund to enhance the participation in the hearings of representatives of non-governmental organizations and civil society organizations from developing countries, and calls upon Member States and others to support the trust fund generously and speedily;

OP17 Requests the Secretary-General to submit by March 2010 a comprehensive report on the progress made in achieving development for all, particularly through the realization of the internationally agreed development goals, while keeping the Millennium Development Goals at

its core with a particular focus on the results and benchmarks achieved, the identification of gaps in implementation and strategies for reducing them;

OP18 Decides that the above mentioned report, together with the annual report on the Millennium Development Goals and the report by the Millennium Development Gap Task Force will serve as an input for the consultations leading to the High-level Plenary Meeting;

OP19 Requests the President of the General Assembly to continue to hold open, inclusive and transparent consultations with all Member States with a view to reaching the broadest possible agreement on all major issues related to the High-Level Plenary Meeting, including timely consultations on an action-oriented outcome document, taking into consideration the views expressed by Member States;

OP20 Strongly urges all Member States to take a positive interest in the process of formal and informal consultations leading to the High-level Plenary Meeting and to engage actively, at the highest level of government, with a view to reaching a successful outcome of the High-level Plenary Meeting;

Annex I

Organization of the plenary meetings and establishment of the list of speakers for the High-level Plenary Meeting of the General Assembly

1. The High-level Plenary Meeting will consist of a total of eight meetings, on the basis of three meetings a day, as follows:

Day, 20 September 2010, from 9 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.; and 6 p.m. to 9 p.m.

Day, 21 September 2010, from 9 a.m. to 1 p.m., from 3 p.m. to 6 p.m. and 6 p.m. to 9 p.m.

Day, 22 September 2010, from 9 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.

2. The podium in the General Assembly Hall will have three seats to accommodate the two Co-Chairpersons and the Secretary-General.

3. At the opening plenary meeting, morning, on Monday, 20 September 2010, the initial speakers will be the two Co-Chairpersons, the Secretary-General and the head of the delegation of the host country of the Organization.

4. The list of speakers for the High-level Plenary Meeting will therefore be established on the basis of eight meetings. The morning meetings on Monday, 20 September 2010 following the opening of the meeting will have 20 speaking slots. The morning meetings on Tuesday, 21 September 2010 and Wednesday, 22 September 2010 will each have 30 speaking slots. The afternoon and evening meetings on Monday, 20 September 2010, Tuesday, 21 September 2010 will each have 25 speaking slots. The afternoon meeting on Wednesday, 22 September 2010 will have 20 speaking slots since the last hour will be devoted to the closing of the High-level Plenary Meeting.

5. The list of speakers for the High-level Plenary Meeting will be established initially as follows:

(a) The representative of the Secretary-General will draw one name from a first box containing the names of all Member States that will be represented by Heads of State, Heads of Government, vice-presidents, crown princes/princesses, and of the Holy See, in its capacity as observer State, and Palestine, in its capacity as observer, should they be represented by their highest-ranking officials. This procedure will be repeated until all names have been drawn from the box, thus establishing the order in which participants will be invited to choose their meetings and select their speaking slots. The representative of the Secretary-General will then draw from a second box the names of those not contained in the first box in accordance with the same procedure;

(b) Eight boxes will be prepared, each one representing a meeting and each one containing numbers corresponding to speaking slots at that meeting;

(c) Once the name of a Member State, the Holy See, in its capacity as observer State, or Palestine, in its capacity as observer, has been drawn by the representative of the Secretary-General, that Member State, the Holy See, in its capacity as observer State, or Palestine, in its capacity as observer, will be invited first to choose a meeting and then to draw from the appropriate box the number indicating the speaking slot in the meeting.

6. The initial list of speakers for the High-level Plenary Meeting as outlined in paragraph 5 above will be established at a meeting to be scheduled in the month of May 2010.

7. Subsequently, when each category of speakers is organized following the order resulting from the selection process outlined in paragraph 5 above, the list of speakers for each meeting will be rearranged in accordance with the established practice of the General Assembly:

(a) Heads of State will thus be accorded first priority, followed by Heads of Government; vice-presidents, crown princes/princesses; the highest-ranking official of the Holy See, in its capacity as observer State, and of Palestine, in its capacity as observer; ministers; and permanent representatives;

(b) In the event that the level at which a statement is to be made is subsequently changed, the speaker will be moved to the next available speaking slot in the appropriate category at the same meeting;

(c) Participants may arrange to exchange their speaking slots in accordance with the established practice of the General Assembly;

(d) Speakers who are not present when their speaking turn comes will be automatically moved to the next available speaking slot within their category.

8. In order to accommodate all speakers at the High-level Plenary Meeting, statements will be limited to five minutes, on the understanding that this will not preclude the distribution of more extensive texts.

9. Without prejudice to other organizations which have observer status in the General Assembly, a representative of each of the following may also be included in the list of speakers for the plenary meetings of the High-level Plenary Meeting:

League of Arab States

African Union

European Community

Organization of the Islamic Conference

World Conference of Speakers of Parliament of the Inter-Parliamentary Union.

10. Representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector, one from each grouping, selected during the informal interactive hearings, may also be included in the list of speakers for the plenary meetings of the High-level Plenary Meeting in consultation with the President of the General Assembly, time permitting.

11. Other than for Member States, the list of speakers for the plenary meetings of the High-level Plenary Meeting will be closed on Monday, 1 August 2010.

12. The arrangements set out above shall in no way create a precedent.

Annex II

Organization of the interactive round-table sessions for the High-level Plenary Meeting of the General Assembly

1. The High-level Plenary Meeting will hold four interactive round-table sessions, as follows:

Monday, 20 September 2010, from 3 p.m. to 6 p.m.;

Tuesday, 21 September 2010, from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m.;

Wednesday, 22 September 2010, from 10 a.m. to 1 p.m.

2. The four round-table sessions will have at least 40 seats each and will be co-chaired by two Heads of State or Government.

3. The chairpersons of the four round-table sessions will be from the African States, the Asian States, the Eastern European States and the Latin American Caribbean States and Western European and Others States. Those eight chairpersons will be selected by their respective regional groups in consultation with the President of the General Assembly.

4. Following the selection of the co-chairpersons of the round-table sessions, the participation of the members of each group will be determined on a first come first served basis, ensuring that equitable geographical distribution will be maintained, allowing for some flexibility. Member States are encouraged to be represented at the round tables at the level of Head of State or Government.

5. The four round-table meetings would have the same overall theme of, “Making it happen”, by:
 - (a) implementing national development strategies
 - (b) meeting global commitments
 - (c) strengthening partnerships

6. Each Head of State or Government or head of delegation attending the round-table sessions may be accompanied by two advisers.

7. The composition of the four round-table sessions will be subject to the principle of equitable geographical distribution. Thus, for each regional group, the distribution of its members for participation in each round-table session will be as follows:
 - (a) African States: fifteen Member States;
 - (b) Asian States: fifteen Member States;
 - (c) Eastern European States: seven Member States;
 - (d) Latin American and Caribbean States: ten Member States;
 - (e) Western European and other States: nine Member States.

8. A Member State that is not a member of any of the regional groups may participate in a round-table session to be determined in consultation with the President of the General Assembly. The Holy See, in its capacity as observer State, and Palestine, in its capacity as observer, as well as the organisations listed in paragraph 9 of Annex I to the present resolution, may also participate in different round-table sessions to be determined also in consultation with the President of the Assembly.

9. Heads of entities of the United Nations system may also participate in the round-table sessions, in consultation with the President of the General Assembly.

10. The list of participants in each roundtable session will be made available prior to the meeting.

11. The round-table sessions will be closed to the media and the general public. Accredited delegates and observers will be able to follow the proceedings of the round-table sessions via a closed-circuit television in the overflow room.

12. Summaries of the deliberations of the four round-table sessions will be presented orally by the chairpersons of the round-table sessions or their representatives during the concluding plenary meeting of the High-level Plenary Meeting.

Annex III

Organization of the informal interactive hearings

1. The President of the General Assembly will preside over the informal interactive hearings to be held prior to June 2010. The hearings shall consist of a brief opening plenary meeting followed by four sequential sessions of the hearings on the basis of two sessions a day, from 10 a.m. to 1 p.m., and from 3 p.m. to 6 p.m. Each session will consist of presentations by invited participants from non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector and an exchange of views with Member States.
2. The hearings will be attended by representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations, the private sector, Member States and observers.
3. The President of the General Assembly will determine the list of invited participants and the exact format and organization of the hearings, in consultation with Member States and representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector.
4. The themes for the hearings will be based on the comprehensive report of the Secretary-General.
5. The President of the General Assembly will consult with representatives of non-governmental organizations in consultative status with the Economic and Social Council, civil society organizations and the private sector, and with Member States, as appropriate, on the list of representatives of non-governmental organizations, civil society organizations and the private sector that may participate in the plenary meetings of the High-level Plenary Meeting of September 2010.