

UNITED NATIONS EDUCATIONAL,
SCIENTIFIC AND CULTURAL ORGANIZATION

SPECIAL COMMITTEE OF GOVERNMENTAL EXPERTS
TO PREPARE A DRAFT RECOMMENDATION CONCERNING
THE SAFEGUARDING AND PRESERVATION OF MOVING IMAGES

Paris, 18-27 March 1980

GENERAL INFORMATION

Seat of the meeting

1. The Meeting of the Special Committee will take place at Unesco Headquarters in Paris (Room IV).

Registration of participants

2. Participants are requested to register at the Delegates' Reception Service in the Conference building on Monday, 17 March between 3 p.m. and 6 p.m. or on Tuesday, 18 March, between 9 a.m. and 10 a.m. They will receive a complete set of documents and name badges. Participants are asked to wear their badges throughout the period of the meeting as this facilitates identification and contacts among themselves and between them and the Secretariat.

Opening of the meeting

3. The meeting will be opened at 10.30 a.m. on Tuesday, 18 March 1980 in Room IV at Unesco Headquarters.

Organization of work

4. The method which it is proposed to follow in examining the questions submitted to the meeting is reflected in the provisional agenda (CC-80/CONF.208/1). The meeting is expected to conduct its business in plenary or in meetings of subsidiary bodies as provided for in the provisional rules of procedure (CC-80/CONF.208/2). Throughout the meeting questions concerning the order of business and related questions will be dealt with by the Bureau of the Special Committee.

Working hours

5. The working hours of the meeting will normally be as follows:
morning 10 a.m. to 1 p.m.
afternoon 3 p.m. to 6 p.m.

Any changes to these working hours will be announced.

Documents for the meeting

6. A complete set of documents will be provided to participants at the Reception Desk in the working languages of the meeting.

(CC-80/CONF.208/COL.3)

7. Participants are reminded that the Secretariat will not be in a position to type, translate or reproduce any documents other than those relating directly to the work of the meeting (i.e. proposals or draft amendments, draft reports, etc.).

Working languages

8. As indicated in the provisional rules of procedure, the working languages of the meeting will be Arabic, English, French, Russian and Spanish. Statements made at any meeting of the committee in one of the meeting languages will be interpreted into the other languages. Speakers may, however, use any other language provided that they have made their own arrangements for interpretation into one of the languages of the meeting.

Accommodation

9. Participants are requested to make their own hotel reservations for the duration of their stay in Paris.

Facilities provided at the seat of the meeting

10. An information brochure on the services and facilities available at Unesco Headquarters will be provided to participants on arrival.