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UPOV

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INTERNATIONAL UNION FOR THE PROTECTION OF NEW VARIETIES OF PLANTS

GENEVA

AD HOC COMMITTEE ON
THE REVISION OF THE CONVENTION

Geneva, September 11 to 15, 1978

ORGANIZATION OF THE DIPLOMATIC CONFERENCE

Note prepared by the Office of the Union

1. The draft agenda for the session of the Ad Hoc Committee on the Revision of the Convention (hereinafter referred to as "the Committee"), to be held from September 11 to 15, 1978, provides under item 6 for the consideration of questions concerning the organization of the Diplomatic Conference. It is believed that under this item a final check of the preparatory measures for the Diplomatic Conference should be made. To facilitate matters, the Office of the Union has listed, in the subsequent paragraphs, the measures taken or proposed to be taken for the organization of that Conference.

Preparatory Documents

2. Seven documents (DC/1 to DC/7) have been distributed to all Governments of States invited to the Diplomatic Conference (member States and States listed in Annex I to document DC/2), to all intergovernmental and international non-governmental organizations invited to the Diplomatic Conference (listed in Annex II to document DC/2) and to a number of selected persons in those States and organizations. In cases where States or organizations have already announced that they will be represented by certain persons, sets of all preparatory documents have also been sent to the persons concerned. The time limit for submitting observations on documents DC/1 to DC/4 has expired. Nevertheless, the Office of the Union will distribute, in the form of an additional document, any observations which it may still receive before the beginning of the Diplomatic Conference. Any additional document or any translation of such a document which can only be published shortly before the Diplomatic Conference will be available on the first day of the Conference.

Conference Rooms; Interpretation

3. For the whole duration of the Diplomatic Conference (from October 9 to 23, 1978), Rooms A (270 seats) and B (70 seats) in the new WIPO building have been reserved for the purposes of the Conference. Simultaneous interpretation in English, French and German is possible in both rooms; however, since, for budgetary reasons, one team of interpreters has been engaged for the whole of the period from October 9 to 23, and an additional team only for the period from October 16 to 20, interpretation during the first week will be possible in only one of the two rooms. Moreover, since it is unlikely that more than one meeting room will be needed during the first week of the Conference, the Committee might be in a position to state that only one meeting room will be needed for the first week, thus enabling WIPO to use the second room for another meeting.

4. Two committee rooms in the WIPO building (for up to 20 persons) will be kept available at short notice for private discussions of individual groups. These rooms are not equipped for simultaneous interpretation.

Agenda

5. The draft agenda is contained in document DC/1.

Rules of Procedure

6. The Provisional Rules of Procedure are contained in document DC/2.

Duration of Meetings

7. It is announced in document DC/1 that the Diplomatic Conference will start on October 9, 1978, at 10 a.m. The meeting hours will have to be decided upon by the President of the Diplomatic Conference within the framework of his function to control the course of the proceedings (Rule 21 of the Provisional Rules of Procedure). It is proposed that the normal meeting hours be from 10 a.m. to 12.30 p.m. and from 3 p.m. to 5.30 p.m., thus leaving time for private meetings of the various groups of States and organizations represented in the Conference.

Catering for the Participants

8. In the WIPO building a Travel Agency will be installed in a special room.

9. The Office of UPOV will distribute to participants material containing useful information (banks, restaurants, means of transportation etc.).

Social Program

10. A reception for participants and persons accompanying them will be held in the new WIPO building on October 9, from 6 to 7.30 p.m.

11. A dinner for Heads of Delegations will be given on October 13 in the restaurant "La Perle du Lac." Special invitations will be issued to Heads of Delegations and other guests.

List of Participants

12. A list of participants will be prepared as soon as possible. A first provisional list will probably be distributed on October 10, 1978.

Documentation Service

13. As usual in UPOV meetings, documents will be available in the meeting rooms. A WIPO official will be present to furnish any documents needed.

14. Any manuscripts for new documents submitted by delegations (but not by observer organizations) will be typed, printed and distributed as soon as possible by the services of UPOV and WIPO. The staff of UPOV, with the help of the staff of WIPO, will prepare the necessary translations into the appropriate Conference languages, and have the translations typed, printed and distributed as soon as possible. It should be noted that the provisional summary minutes of the discussions will not be prepared until after the Diplomatic Conference.

15. Written statements of observer organizations will be distributed only in the quantities and in the languages in which they have been submitted, as provided under Rule 48(5) of the Provisional Rules of Procedure.

Parking of Cars

16. Parking space will be available for participants in front of the new WIPO building.

Telephone Service

17. Telephone booths are available on the ground floor of the new WIPO building.

Press Conference

18. It is proposed that the local press and other representatives of the communications media be invited to a Press Conference shortly after the start of the Diplomatic Conference, that is, on October 14, and to another one after the conclusion of the Conference, on October 23 at 3 p.m.

Coats and Bags

19. Coats can be left on the coatstand on the ground floor of the new WIPO building at the participants' own risk. Bags can be left, again at the participants' own risk, in the two main meeting rooms in which the sessions have taken place, but not in the small committee rooms.

Preparation of Minutes

20. Instead of hiring additional staff, a specialized English firm will be asked to prepare the transcription of the tapes on which the discussions of the Diplomatic Conference are registered. On the basis of those transcriptions, the Office of the Union will prepare the provisional summary minutes and send them to all speakers, as provided under Rule 44 of the Provisional Rules of Procedures.

21. The Committee is requested to express its opinion on the measures described in the foregoing paragraphs or to propose any additional measures it may consider necessary.

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