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COUNCIL
90th session
Agenda item 31(b)

C 90/31(b)
27 February 2003
Original: ENGLISH

ASSEMBLY MATTERS**(b) Preparations for the twenty-third regular session of the Assembly****Note by the Secretary-General****SUMMARY**

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| <i>Executive summary:</i> | This document contains information on practical arrangements for the forthcoming Assembly session. |
| <i>Action to be taken:</i> | Paragraph 4. |
| <i>Related documents:</i> | None. |

1 The twenty-third session of the Assembly is due to be held at the Headquarters of the Organization from 24 November to 5 December 2003.

2 As in the past, the plenary meetings will be held in the conference room on the ground floor. This room will also be used for meetings of one of the two committees of the Assembly when there is no plenary. The other committee will meet in meeting room 1 on the second floor.

3 At the appropriate time, the Secretary-General will make all the necessary arrangements for the holding of the twenty-third session of the Assembly, including in particular the use of electronic equipment for the counting of ballot papers for the election of the Council members. A leaflet giving practical information to delegates will also be sent in good time to all States and other bodies invited. The leaflet will be issued in the six official languages of the Organization.

Action requested of the Council

4 The Council is invited to take note of the information provided in this document and to comment, as it may deem appropriate.

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