



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

Journal

GENERAL CONFERENCE

No. 1

Fifteenth session

Lima, 2-6 December 2013

SCHEDULE OF MEETINGS

Sunday, 1 December 2013

6.30-8.30 p.m. Reception – Welcome cocktail (for all participants)

Limatambo Foyer
(third floor)

Monday, 2 December 2013

**FOR PROTOCOL REASONS, ALL PARTICIPANTS ARE INVITED TO TAKE THEIR SEATS IN THE
PLENARY HALL BY 9.50 a.m.**

9 a.m. EU meeting
Followed by **WEOG meeting**

Arequipa room
(fourth floor)

10.00 a.m.-12.30 p.m. Opening of the fifteenth session
(Item 1 of the provisional agenda, GC.15/1)

Plenary Hall
(Limatambo 1+2+3; third floor)

Followed by **1st plenary meeting**
Item 2: Election of officers
Address by the President
The Conference will be opened by
H.E. Mr. Ollanta Humala
President of the Republic of Peru

Plenary Hall
(Limatambo 1+2+3; third floor)

Item 3: Adoption of the agenda
Address by the Director-General
Addresses by Heads of State and
other dignitaries
General debate – Items 7 to 21

Matters for inclusion in the *Journal* should be sent as far in advance as possible to the *Journal* Editor:
Directory 2, room A (fourth floor).

V.13-88190 (E)



Please recycle

SCHEDULE OF MEETINGS *(continued)*

Monday, 2 December 2013

12.30-1 p.m.	General Committee	Main Committee Hall (Limatambo 4+5, third floor)
2 p.m.	EU meeting	Arequipa room (fourth floor)
3-4 p.m.	2nd plenary meeting Adoption of the Lima Declaration (item 14)	Plenary Hall (Limatambo 1+2+3; third floor)
4-5.30 p.m.	Item 9: Industrial Development Forum Panel 1: Partnerships for industrial development	Plenary Hall (Limatambo 1+2+3; third floor)
5.30-7 p.m.	Item 9: Industrial Development Forum <i>(continued)</i> Panel 2: Industrial development as a Sustainable Development Goal	Plenary Hall (Limatambo 1+2+3; third floor)
8-10 p.m.	Dinner – Hosted by the President of the Republic of Peru. Dinner for Heads of Delegation (upon invitation)	Presidential Palace (transportation will be provided)

FORECAST OF MEETINGS

Tuesday, 3 December 2013

8.30-10 a.m.	Special event: “Reflections on the international development agenda” (New York and Vienna Ambassadors)	Main Committee Hall (Limatambo 4+5, third floor)
10 a.m.-1 p.m.	3rd plenary meeting General debate Items 7 to 21 <i>(continued)</i>	Plenary Hall (Limatambo 1+2+3; third floor)
10.30 a.m.-1.30 p.m.	Main Committee – 1st meeting	Main Committee Hall (Limatambo 4+5, third floor)
1-2.30 p.m.	Side event I: Industrial cooperation and SMEs (lunch upon invitation)	Cusco 2+3 (fourth floor)
2-3 p.m.	Reception – offered by Hungary	Market 770 (second floor)
2.30-3.30 p.m.	Informal meeting of the Credentials Committee	Arequipa room (fourth floor)
3 - 4 p.m.	Briefing to Member States on unutilized balances of appropriations	Main Committee Hall (Limatambo 4+5, third floor)
4 - 7 p.m.	Main Committee – 2nd meeting	Main Committee Hall (Limatambo 4+5, third floor)

FORECAST OF MEETINGS (*continued*)

Tuesday, 3 December 2013

- | | | |
|--------------------|---|--|
| 3-4 p.m. | 4th plenary meeting
General debate | Plenary Hall
(Limatambo 4+5, third floor) |
| 4-5.30 p.m. | Item 9: Industrial Development Forum (<i>continued</i>)
Interregional Debate 1: “Green Industry and sustainable development” | Plenary Hall
(Limatambo 4+5, third floor) |
| 5.30-7 p.m. | Interregional Debate 2: “Job strategies for inclusive and sustainable development” | |
| 7-8 p.m. | Reception – offered by Germany (upon invitation) | Limatambo Foyer
(third floor) |
| 8-10 p.m. | Reception – Cocktail offered by the Sociedad Nacional de Industrias (National Industrial Association of Peru) | SNI headquarters
(transportation will be provided) |

ANNOUNCEMENTS

(1-6 December)

UNIDO welcoming reception

All participants are cordially invited by the Director-General on the occasion of the fifteenth session of the General Conference to a reception on Sunday, 1 December, at 6.30 p.m. in the Limatambo Foyer, on the third floor of the Westin Lima Hotel and Convention Center.

Special event

All participants are cordially invited to attend a special event entitled “Reflections on the international development agenda” on Tuesday, 3 December, at 8.30 a.m. in the Main Committee Hall (Limatambo 4+5), on the third floor of the Westin Lima Hotel and Convention Center.

Side event I

A lunch upon invitation entitled “Industrial cooperation and SMEs” will take place on Tuesday, 3 December, from 1 to 2.30 p.m. in Cusco 2+3, on the fourth floor of the Westin Lima Hotel and Convention Center.

Reception by Hungary

All participants are cordially invited by the delegation of Hungary to a reception on Tuesday, 3 December, from 2 to 3 p.m. in Market 770, on the second floor of the Westin Lima Hotel and Convention Center.

Reception by Germany

A reception upon invitation will be hosted by the delegation of Germany on Tuesday, 3 December, from 7 to 8 p.m. in the Limatambo Foyer, on the third floor of the Westin Lima Hotel and Convention Center.

Reception by the Sociedad Nacional de Industrias (National Industrial Association of Peru)

All participants are cordially invited by the SNI, the National Industrial Association of Peru, to a cocktail reception on Tuesday, 3 December, from 8 to 10 p.m. The event will take place at the SNI’s headquarters and transportation will be provided.

Lunch by the Ambassador of Switzerland

The Ambassador of Switzerland will be hosting a lunch (upon invitation only) at his residence on Wednesday, 4 December, from 1 to 3 p.m.

Side event II

A lunch upon invitation entitled “Meeting standards, winning markets: Trading through value chains” will take place on Wednesday, 4 December, from 1 to 2.30 p.m. in Cusco 2+3, on the fourth floor of the Westin Lima Hotel and Convention Center.

Reception by the Ministry of Industry and the Ministry of Foreign Trade

All participants are cordially invited by the Ministry of Industry (PRODUCE) and the Ministry of Foreign Trade (MINCETUR) to a cocktail on Wednesday, 4 December, from 7.30 to 10 p.m. at the Huaca Pucllana archaeological site. Transportation will be provided.

Public launch of the UNIDO Industrial Development Report

All participants are cordially invited to participate in the global launch of UNIDO’s flagship publication. Taking place on Thursday, 5 December, from 6.15 to 8 p.m. at the University of Lima, this public launch will feature an interactive panel discussion, followed by a reception. Transportation will be provided.

Reception by the Ambassador of Switzerland

A reception upon invitation will be offered by the Ambassador of Switzerland at his residence. The event is entitled “10th anniversary of the UNIDO LAC Cleaner Production Network” and will take place on Thursday, 5 December, from 8 to 10 p.m.

Cybercafé

A cybercafé will be available on the fourth floor of the Westin Lima Hotel and Convention Center with desktop computers connected to the Internet.

Conference coverage on Internet

All official General Conference documents have been published on the UNIDO website (www.unido.org/gc15).

Offices and telephone numbers

	<i>Room No.</i>	<i>Extension*</i>
President of the General Conference	Ica room (third floor)	6105
Director General	Chinchina room (third floor)	6902
Officers-in-Charge		
Programme Development and Technical Cooperation Division (PTC)	Room 509 (fifth floor)	7509
Programme Support and General Management Division (PSM)	Room 510 (fifth floor)	7510
Deputy to the Director General	Room 508 (fifth floor)	7508
Secretariat of the Policymaking Organs		
Secretary of the Policymaking Organs	Directory 2, room C (fourth floor)	6907
External Relations Officers (plenary)	Directory 2, room A (fourth floor)	6129
External Relations Officer (informal consultations)	Directorory 1, room A (fourth floor)	6109
<i>Journal</i> Editor	Directory 2, room A (fourth floor)	6129
Registration	Registration desk, Limatambo Foyer (third floor)	6125 6119
Documents Distribution	Limatambo Foyer (third floor)	

* When dialing from outside the Westin Lima Hotel and Convention Center, please dial: +51 (1) 2015000 and ask to be connected to the relevant extension.
When dialing from within the Westin Lima Hotel and Convention Center, please use extension number only.

INFORMATION FOR PARTICIPANTS

Journal

1. The *Journal* of the Conference will be issued daily in English, French and Spanish, and made available online on UNIDO's website (www.unido.org/gc15). It will contain such information as the schedule of meetings for the day, a brief summary of the plenary and Main Committee meetings held on the previous day, a forecast of meetings for the following day and various announcements. Communications for inclusion in the *Journal* should be sent to its Editor (Directory 2, room A, extension 6129).

Secretariat

2. The Executive Secretary of the fifteenth session of the General Conference is Ms. Fatou Haidara (Directory 2, room C (fourth floor), extension 6907). Her office is located on the fourth floor of the Westin Lima Hotel and Convention Center.

Registration

3. Registration and issuance of conference access cards will be as follows:

28-29 November	10 a.m.-6 p.m.	Registration desk, third floor, Westin
30 November to 5 December	8 a.m.-7 p.m.	Registration desk, third floor, Westin
6 December	8 a.m.-end of session	Registration desk, third floor, Westin

Participants registering on 6 December 2013 will be reflected in an addendum to the list of participants (GC.15/INF.2/Rev.1) to be issued after the session.

4. Registration will be effected only for those delegates whose names have been communicated to the Secretariat in an official letter. Delegates are reminded that written notifications bearing an authorized signature are to be sent as an attachment to an e-mail to pmo-registration@unido.org. These notifications should indicate the names of the members of the delegation as well as a valid contact e-mail address. It is essential that the original notifications are still mailed to the Policymaking Organs Secretariat, Room D2209, UNIDO, Vienna International Centre (VIC), P.O. Box 300, 1400 Vienna, Austria. Any queries relating to registration should be referred to the Office of the Executive Secretary of the Conference.

Credentials

5. Representatives who have been unable to submit their credentials before the opening of the Conference are requested to deposit them at the Registration Desk (see para. 3) as soon as possible.

Conference access cards

6. Each participant will require a conference access card with a photograph for entry to the Conference areas of the Westin Lima Hotel and Convention Center during the session. Conference access cards will be issued to all accredited participants. Access cards must be worn visibly at all times in the Conference areas of the Westin Lima Hotel and Convention Center during the session.

7. The loss of an access card must be reported immediately to the United Nations Security and Safety Service, who will issue a duplicate card.

List of participants

8. A provisional list of participants will be available on the first day of the Conference. It will contain information on the composition of delegations which has been communicated to the Secretariat by 5 p.m. on Sunday, 1 December 2013. Names and titles will be entered in accordance with information received from Governments and organizations. Delegations are requested to notify, in writing, the staff at the Registration Desk, or the Secretariat of the Conference, of any subsequent changes to ensure the accuracy of the final list.

Conference rooms available

9. The following conference rooms are available in the Conference areas of the Westin Lima Hotel and Convention Center during the session:

Room	Purpose
Plenary Hall (Limatambo 1+2+3; third floor)	Plenary and Industrial Development Forum
Limatambo 4+5 (third floor)	Main Committee
Cuzco 2+3 (third floor)	Side events
Meeting rooms on the fourth floor (Arequipa, Urabamba, Sala Amazonas)	Group meetings
Bilateral Meeting Rooms on the fifth floor (Office 5 and 6)	Bilateral meetings

10. Within the limits of space and services available, every effort will be made to accommodate groups of delegations wishing to meet. Requests for such meetings should be made to Conference Service (room Cusco 1, fourth floor, extension 6910).

Seating arrangements

11. Delegations will be seated in English alphabetical order. The name of Jordan was drawn by lot and the delegation of this Member State will therefore sit at the extreme right of the front row in the Plenary Hall as seen from the podium. The same order will be maintained for meetings of the Main Committee.

12. At the opening of the Conference and at subsequent meetings of the plenary, each government delegation will be assigned four seats: two seats at a table and two seats behind. There will also be assigned seating for participants representing organizations.

Simultaneous interpretation

13. Interventions made in any of the official languages (Arabic, Chinese, English, French, Russian, Spanish) will be interpreted into the other official languages.

14. A participant may speak in a language other than the official languages. In this case, however, the speaker must inform the Meetings Management Unit in advance and provide for interpretation into one of the official languages. Interpretation into the other official languages will then be provided by the Secretariat's official interpreters.

15. Each seat in the meeting rooms with simultaneous interpretation equipment will be provided with a portable receiver set and headphones. **As these receivers must be serviced between meetings, participants are requested not to remove them from the meetings rooms.**

Speakers in the general debate

16. The list of speakers for the Plenary meetings was opened on 4 November 2013. As of 2 December, once the Conference has started, delegates who wish to speak in the Plenary are requested to give their names to the Conference Officer in the Plenary Hall. The names of speakers will be entered on the list in the order in which the requests are received.

17. Delegates are urged to keep the duration of their statements in the general debate to a maximum of 5 minutes for national and 10 minutes for regional statements.

18. Time for short statements of representatives of the United Nations, its agencies, intergovernmental and non-governmental organizations may be

accommodated, to the extent possible, after the statements of the delegations within the time frame allotted for the debate.

Prepared statements

19. To facilitate the work of the interpreters, précis writers and press officers, speakers are requested to submit in advance and as early as possible, at least 12 copies of their statements to the Conference Service, room Cusco 1, fourth floor, or to the Conference Officer in the Plenary Hall.

Sound recordings

20. Sound recordings will be made of the meetings of the Plenary, the Main Committee and other sessional bodies as appropriate. Delegations wishing to listen to the sound recordings of a particular meeting should kindly access the following site: <http://myconference.unov.org/UNIDOGC15#!/>.

Documents distribution

21. The main documents of the Conference will be available in Arabic, Chinese, English, French, Russian and Spanish. Pre-session documents are published on the UNIDO website (www.unido.org/gc15). All participants are urged to bring these documents with them, as stocks are limited. Participants are also urged to bring with them UNIDO basic documents — i.e. the Constitution, rules of procedure, decisions of the General Conference and the Board, etc. — since, as part of its saving measures, the Secretariat does not reproduce documents that have been the subject of wide distribution on previous occasions.

22. During the Conference, documents may be collected from the Documents Distribution Counter (outside the Plenary Hall, 3rd floor, Westin Lima Hotel and Convention Center) where each delegation will have a pigeonhole. The Documents Distribution Counter will be open each day of the session from 8.30 a.m. and will close half an hour after the end of the last meeting of the day.

23. Delegations are reminded that the pigeonholes are to be used exclusively for the distribution of official documents of the Conference and may not be used for the circulation of any other papers or documents. Requests for distribution of official invitations or material other than legislative documents through the Documents Distribution Counter must be submitted to the Executive Secretary.

Submission of draft decisions or resolutions

24. At the informal consultations Member States agreed to extend the deadline for submissions of draft decisions and resolutions until 18 November 2013.

Summary records

25. Summary records will be prepared for meetings of the Plenary and the Main Committee and will be issued electronically on the Permanent Missions extranet after the session. Summary records convey the proceedings in a concise, abbreviated form and are not intended to reproduce statements textually. They need not refer specifically to each intervention as in a verbatim record of a meeting.

Media

26. Enquiries should be addressed to Mr. M. Evstafyev, Advocacy and Communications Group, telephone (0043699) 1459-7329, e-mail: m.evstafyev@unido.org.

Facilities at the Westin Lima Hotel and Convention Center

27. The following facilities will be available to participants at the conference centre:

- (a) Delegates lounge, with a coffee and snack bar;
- (b) Cybercafé;
- (c) Wireless connectivity, available throughout the conference centre at no additional cost to participants;
- (d) First aid room;
- (e) Bank and postal services, including an automated teller machine (ATM);
- (f) Travel assistance: the conference organizer will have a representative at the conference centre for participants wishing to reconfirm or change flights, rent cars or book tours;
- (g) Information counter for participants.

Geography

28. Peru is located in western South America and borders Ecuador and Colombia to the north, Brazil to the east, Bolivia to the southeast, Chile to the south, and the Pacific Ocean to the west. The Andes Mountains run parallel to the Pacific Ocean.

Climate

29. Lima is the capital and the largest city of Peru. It is located in the central coastal part of the country, in a valley on a prevalent desert coast overlooking the Pacific Ocean.

30. Lima's climate is mild with an average temperature of 24° C (or 75° F) in December.

Language

31. The official languages are Spanish and Quechua, the native language of the Incas. English is used in touristic areas.

Currency

32. The currency unit is the Nuevo Sol (PEN). The exchange parity (as of 26 August 2013) has been set at US\$ 1 = PEN 2.85 or EUR 1 = PEN 3.88.

33. Major credit cards (Visa, MasterCard, American Express, Diners Club) are generally accepted in large hotels, restaurants, department stores and several large stores. For payments with traveller's cheques, it is advisable to check beforehand whether they are accepted. ATM services are also available.

Time

34. Peru is 5 hours behind Greenwich mean time (GMT – 05:00).

Taxes and tipping

35. Value added tax (VAT) is 18 per cent. Visitors commonly give a tip of 10 per cent (for example, for meals).

Electricity

36. Electrical power in Peru is supplied at 220 volts (60 hertz). There are two types of electrical outlets in Peru. One accepts two-pronged plugs with flat, parallel blades, while the other takes plugs with two round prongs. Many Peruvian electrical outlets are designed to accept both types.

Telephone services and useful telephone numbers

37. Telephone services are available in hotels, restaurants and cafes. Pre-paid mobile telephone cards are available at the airport and local shops. Dialling is as follows:

- For local calls:
 - From landline telephone to landline telephone: (landline telephone number)
 - From landline telephone to mobile phone: (mobile phone number)
 - From mobile phone to landline phone: 0 + (1) + (landline phone number)
 - From mobile phone to mobile phone: (mobile phone number)
- For international calls:
 - 00 + (country code) + (city code) + (landline telephone number)
 - 00 + (country code) + (mobile phone number)

38. Flight information may be obtained by calling Jorge Chávez international airport (tel.: (+51-1 517-3100)) or by accessing the following website: www.lap.com.pe.

39. Information on tourism may be obtained by following the relevant link provided on the UNIDO website (www.unido.org/gc15).

Postal, facsimile and Internet services

40. Postal and facsimile facilities are available at post offices and in most major hotels. Internet services are also available at most major hotels, cybercafes in Lima and the Westin Lima Hotel and Convention Center (at the Concierge area).

Business hours

41. Banking hours are from 9 a.m. to 6 p.m. from Monday to Friday. (Money exchange US\$/Euros to Nuevos Soles and ATM services are also available in most hotels.)

Medical services

42. A medical service station will be available in the Limatambo Foyer on the third floor.

Security advice

43. Participants are advised not to leave briefcases and other personal items unattended. *Suspicious objects should be reported to security immediately.*

Lost and found

44. During the Conference, a lost and found office will operate in the Security Operations Centre on the fourth floor (Urabamba Pre-Function room).

Catering services

45. Coffee areas will be available throughout the Conference venue. Participants are kindly informed that lunch is offered daily free of charge to Conference delegates in the dining area located in Sotano 1 (-1), from 1 to 3 p.m.

Travel services

46. The travel services and information will be available on the ground floor of the Westin Hotel and Conference Center.

Smoking

47. Smoking is not permitted in the Westin Hotel and Conference Center except in specially designated areas. Smoking is not permitted in conference and meeting rooms.

Cellular telephones and computers

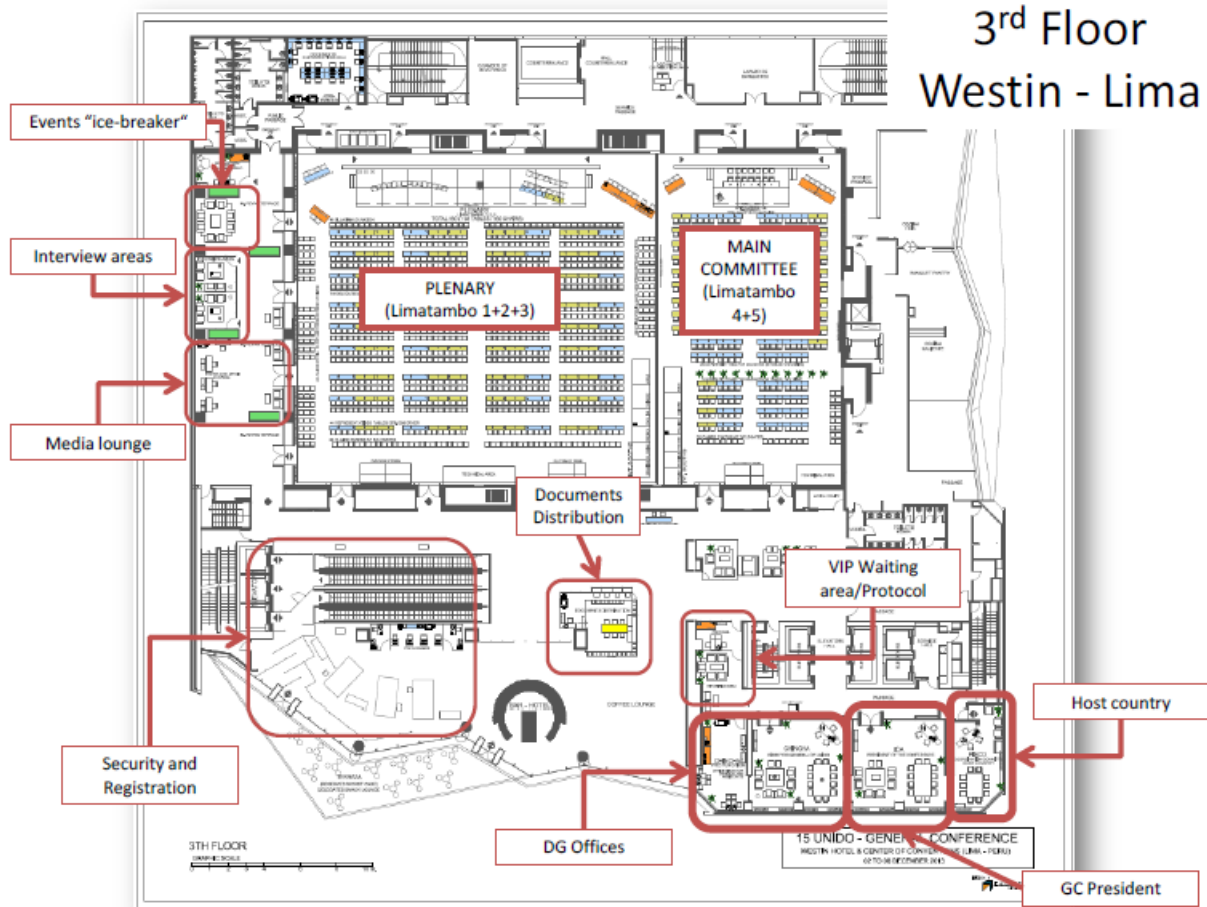
48. The use of cellular telephones and laptop computers during meetings can be disruptive and can disturb the infrared transmission of interpretation equipment. Participants are requested to ensure that such equipment is switched off during meetings.

Advisory for participants when outside the Westin Hotel and Conference Center

49. Participants should exercise caution at all times, particularly when visiting areas outside the Westin Hotel and Conference Center. Further security information from the Host Country will be made available at the conference venue.

For further information refer to documents GC.15/INF.1 and GC.15/INF.1/Add.1 “Information for participants”.

3rd Floor Westin - Lima



4th Floor Westin - Lima

