

**Chair's Aide Mémoire – Seventh Meeting of the Bureau of the Conference Committee  
for IEE Follow-up (CoC-IEE) – Thursday 10 July 2008**

Mohammad Saeid Noori-Naeini, Chair

- 1) The Bureau considered the proposed draft agenda for the Special Session of Conference scheduled 17-22 November 2008. There was agreement that the Conference should focus exclusively on the results of the CoC-IEE report - Immediate Plan of Action. The agenda must however, include any items obligatory for every session of the Conference in the Basic Texts. Many expressed the view that, given the focus on a decision- and action-oriented conference, the possibilities of shortening its length should be explored, although the dates had been set by the 2009 Conference as 17-22 November.
- 2) There was agreement that the Immediate Plan of Action should include all action items for endorsement in the Conference Resolution, including:
  - a) governance and management arrangements for follow-up after the Special Session of the Conference;
  - b) any necessary budget or workplan adjustments in the Programme of Work and Budget 2008-09 and extra-budgetary requirements in order to begin implementation of the Immediate Plan of Action in 2009.
- 3) A meeting of the Bureau would be convened on 30 July to further discuss the Conference agenda.
- 4) The schedule of meetings for the CoC-IEE and its working groups was endorsed and it was agreed that a half day meeting of the CoC-IEE would be held on 30 July.
- 5) There were no comments on the updated budget and expenditure estimates.