SCHEDULE OF MEETINGS

Thursday, 6 December 2001

9.00 a.m.	EU meeting	Conference Room B (second floor)
10.00 a.m.	**5th plenary meeting** Items 7-17 *(continued)*	**Plenary Hall Conference Room A** (second floor)
10.00 a.m.	Working Group on Item 11	Conference Room O (second floor)
10.00 a.m.	Working Group on Scale of Assessments	Conference Room N (second floor)
2.00 p.m.	G77 Plenary	Conference Room C (second floor)
3.00 p.m.	**6th plenary meeting**	**Plenary Hall Conference Room A** (second floor)
3.00 p.m. *(time to be confirmed)*	Main Committee	Conference Room E (ground floor)

FORECAST OF MEETINGS

Friday, 7 December 2001

9.00 a.m.	EU meeting	Conference Room B (second floor)

10.00 a.m. **7th plenary meeting**

Item 5: Credentials of representatives to the Conference
Item 6: Elections to organs
a) Industrial Development Board
b) Programme and Budget Committee

Item 7-17 and 19: Adoption of decisions and resolutions

Item 18: Appointment of the Director-General (GC.9/4)

Item 20: Closure of the session

Plenary Hall
Conference Room A
(second floor)

3.00 p.m. **8th plenary meeting**
(if required)

Plenary Hall
Conference Room A
(second floor)

SUMMARY OF MEETINGS

Wednesday, 5 December 2001

No plenary or Main Committee meetings were held.

ANNOUNCEMENTS

Credentials

Delegates who have not yet submitted their credentials are requested to deposit them at the Registration Desk as soon as possible.

Appointments with UNIDO Secretariat staff

Delegates may arrange appointments with UNIDO Secretariat staff in room 03 A 441 in the Austria Centre Vienna.

Industrial Development Fund

Delegates are advised that contributions to the IDF or trust fund can be presented to, or discussed with Mr. Adrie de Groot, Coordinator Funds Mobilization, in room 02 C 251 for the duration of the Conference. Pledge forms for the IDF are available there. Mr. De Groot may also be contacted on extension 2045 on any matter related to funds mobilization.

UNIDO exhibition and activities during the Conference

Participants will be able to gain insight into UNIDO's work by visiting the exhibitions, which have been specifically prepared for the General Conference: Exhibition on integrated programmes, Creating an interface between renewable energy and ICT (Information and Communication Technology), Mini Hydro Power Project, Montreal Protocol (located on the ground floor of the ACV) and the UNIDO General Exhibition, UNIDO Exchange, Cleaner Production - Environment Branch, UNIDO Sales Publications, Technology Foresight (located on the second floor).

UNIDO Cybercafé

A Cybercafé is available in Foyer A, second floor, ACV (ext. 2029), from 8.30 a.m. to 6 p.m. with desktop computers connected to the Internet. UNIDO staff will be available to assist in browsing the World Wide Web (WWW) and demonstrations will be provided on UNIDO's general and business sites. Furthermore, delegates will have the opportunity to send and receive e-mail.

Conference coverage on Internet

All official General Conference documents have been published on the UNIDO website (www.unido.org). They can be accessed via "About UNIDO" at the upper right corner, then "Governing bodies". A summary of the Conference will appear in UNIDO Scope after the session.

PC for delegates

During the present General Conference, personal computers will be available for delegates in room 02 A 443 in the Austria Centre Vienna.

UNIDO sales publications

UNIDO sales publications may be purchased from the Sales Publications Office in room D 1062 in the Vienna International Centre, tel.88-3697*.

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*When dialing within the Vienna International Centre use extension number only.