

15 August 1986

---

*Twelfth Session*

*Geneva, 29 September - 7 October 1986*

---

Agenda Item 6(e)

REPORT  
OF THE AD HOC WORKING GROUP ON  
THE DURATION AND PROGRAMME  
OF THE FIFTH UN CONFERENCE

(Submitted by A. Rayburn, Chairman of the Ad Hoc Working Group)

Introduction

At the Tenth Session of UNGEGN an ad hoc working group was set up to study the duration and programme of the Fifth United Nations Conference on the Standardization of Geographical Names. The group was assigned two tasks: (1) to devise a provisional agenda; (2) to establish a time frame for the conference.

Review at the 11th Session

Working Paper No. 5 was distributed at the 11th Session held in Geneva, 15-23 October 1984 in which proposals were made for a) the time frames of the Fifth Conference and the 13th Session of UNGEGN; b) the composition of editorial committees; and c) the provisional agenda.

The acceptance by ECOSOC of Canada's invitation to hold the Fifth Conference in Montréal from Monday, August 17 to Monday August 31 was acknowledged. The proposal to restrict the 13th

Session of UNGEGN to the morning of August 17 and to the afternoon of August 31 appears to have been accepted. It was suggested that the verification of credentials, the election of officers and the adoption of the agenda should be done on Monday afternoon, August 17.

### Committee Structure

The proposal to have three committees (rather than the five of the two previous conferences) was accepted, with two modifications: a) transfer of Country Names/Exonyms to Committee II; b) transfer of Data Files (ADP/Gazetteers to Committee I. The structure of the committees and Editorial groups will, therefore, be:

#### Committee I

1. National Standards/Guidelines
2. Education/Training Courses
3. Data Files (ADP/Gazetteers)

#### Committee II

1. Country Names/Exonyms
2. Beyond Single Sovereignty/Maritime
3. Terminology/Definitions
4. International Cooperation

#### Committee III

1. Writing Systems
2. Pronunciation

### Appointment of Chairmen, Rapporteurs and Chief Editor

It is recommended that a chairman, a vice chairman and

two rapporteurs/editors be appointed for each committee. The selection of the Chairmen and Vice Chairmen, as well as the Chief editor, could be made at the 12th Session in Geneva. This will give them ample opportunity to prepare themselves for their duties in Montréal. In the absence of an appointed Chairman at the Fifth Conference, the Vice Chairman could assume his duties, and another Vice Chairman could be appointed. The nomination of rapporteurs/editors for the committees can be made in Montréal, when the members of each delegation will be known.

#### Venue for the Fifth Conference

The conference will be held in the Assembly Hall of the International Civil Aviation Organization headquarters at 1000 Sherbrooke Street West in Montréal. The hall has room for 252 participants at tables, and 252 advisors seated behind them. The interpretation system can handle all six languages to be used at the Fifth Conference.

More details will be provided in the coming months on accommodation and exhibit facilities.

#### Preregistration Activities

Arrangements can be made at ICAO on Saturday and Sunday, August 15 and 16, to set up exhibits and arrange for any other activities relating to the conference, such as the submission of credentials from the governments and the special agencies of the participants.

#### Provisional Agenda

1. Opening of the Conference
2. Election of the President of the Conference
3. Organizational matters:

- (a) Adoption of the rules of procedure
  - (b) Adoption of the agenda
  - (c) Election of officers other than the President
  - (d) Organization of work
  - (e) Credentials of representatives to the Conference
4. Reports by divisions and governments on the situation in their regions and countries and on progress in the standardization of geographical names since the Fourth UN Conference.
5. National standardization:
- (a) Field collection of names
  - (b) Office treatment of names
  - (c) Treatment of names in multilingual areas
  - (d) Administrative structure of national names authorities
  - (e) Toponymic guidelines for map and other editors
6. Toponymic data files:
- (a) Data collection procedures
  - (b) Data elements required
  - (c) ADP systems
  - (d) Compatibility and structure of systems
  - (e) National gazetteers
  - (f) Other publications
7. Terminology in the standardization of geographical names.
8. List of country names.
9. Exonyms:
- (a) Categories and degree of use of exonyms

- (b) Principles in reducing exonyms
- (c) Provisional list of exonyms

10. Features beyond a single sovereignty:

- (a) Policies, procedures and cooperative arrangements
- (b) Features common to two or more nations
- (c) Maritime features
- (d) Undersea features
- (e) Extraterrestrial features

11. Writing systems and guides to pronunciation:

- (a) Romanization
- (b) Conversion into non-Roman writing systems
- (c) Writing of names in unwritten languages
- (d) Research and experiments in assisting in name pronunciation

12. Toponymic education and practice, and international cooperation:

- (a) Existing education and practice
- (b) Training courses in toponymy
- (c) Exchange of advice and information
- (d) Exchange of personnel
- (e) Technical assistance
- (f) Cooperation with international organizations
- (g) Cooperation with public information media

13. Meetings and conferences

- (a) UNGEGN
- (b) Divisional and interdivisional meetings and programmes

- (c) National names meetings, conferences and symposia
- (d) International names meetings, conferences and symposia

14. Economic and social benefits of national and international standardization of geographical names.