ORGANIZATIONAL MATTERS: ORGANIZATION OF WORK

Provisional allocation of agenda items and tentative schedule

Note by the Secretariat

* E/CONF.85/1/Rev.1.
PROVISIONAL ALLOCATION OF AGENDA ITEMS

Plenary

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 Fifth Conference.

8. Measures taken and proposed to implement United Nations resolutions on the standardization of geographical names.

13. Meetings and conferences:
   (a) United Nations Group of Experts on Geographical Names;
   (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.

15. Adoption of the report of the Conference.

Committee I: National programmes

Agenda

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.

9. Exonyms:
   (a) Categories and degree of use of exonyms;
   (b) Principles in reducing exonyms;
   (c) Provisional list of exonyms.

Committee II: Technical programmes

Agenda

6. Toponymic data files:
   (a) Data collection procedures;
   (b) Data elements required;
   (c) Automated data processing (ADP) systems;
   (d) Compatibility and structure of systems;
   (e) National gazetteers;
   (f) Other publications;

7. Terminology in the standardization of geographical names.
Committee III: International programmes

Agenda

item

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;

11. Writing systems and guides to pronunciation:

   (a) Romanization;

   (b) Conversion into non-roman writing systems;

   (c) Writing of names in unwritten languages.

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;

   (h) Cooperation with national and international agencies and other bodies.
# TENTATIVE SCHEDULE

Sixth United Nations Conference on the Standardization of Geographical Names

and

Sixteenth session of the United Nations Group of Experts on Geographical Names

First week: 24-28 August 1992

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<th>Monday 24 August 92</th>
<th>Tuesday 25 August 92</th>
<th>Wednesday 26 August 92</th>
<th>Thursday 27 August 92</th>
<th>Friday 28 August 92</th>
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<tr>
<td><strong>Morning</strong></td>
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<td>10 am-1 pm</td>
<td><strong>16th UNGEGN</strong></td>
<td><strong>6 UNCSGN</strong></td>
<td><strong>Committee I</strong></td>
<td><strong>Committee II</strong></td>
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<td>Items 5, 9</td>
<td>Items 6, 7</td>
<td>Items 10, 11, 12</td>
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<td>3 pm-6 pm</td>
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<td><strong>Committee I</strong></td>
<td><strong>Committee II</strong></td>
<td><strong>Committee III</strong></td>
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Second week: 31 August-4 September 1992

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<tr>
<td>Plenary III</td>
<td>Drafting groups</td>
<td>Plenary V</td>
<td>Committee II</td>
<td>16th UNCEDN session</td>
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<td>10 am-1 pm</td>
<td>Items 3 (e), 4 (continued)</td>
<td>Discussion and adoption of draft report</td>
<td>Committee III</td>
<td>Second meeting</td>
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<td>Discussion and adoption of draft report</td>
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| Afternoon          |                        |                          |                         |                       |
| Plenary IV         | Drafting groups        | Committee I              | Plenary VI              |                       |
| 3 pm-6 pm          | Items 8, 13, 14        | Discussion and adoption of draft report | Items 15, 16 | Items 1-5 (continued) |
|                    |                        | Committee II             | Closing session         |                       |
|                    |                        | Discussion and adoption of draft report |                       |                       |