

WORLD TRADE ORGANIZATION

MINISTERIAL CONFERENCE

Seventh Session

Geneva, 30 November - 2 December 2009

I. VENUE

The Conference will take place at:

Centre International de Conférences Genève (CICG)

17 rue de Varembé

1211 Geneva

Switzerland

Internet: <http://www.cicg.ch>

Opening Hours

The CICG opening hours during the Ministerial Conference are as follows:

Monday 30 November - 7 a.m. - 11 p.m.

Tuesday 1 December - 7 a.m. - 11 p.m.

Wednesday 2 December - 7 a.m. - 9 p.m.

Please note that due to technical preparations for the Conference, the CICG and the Centre William Rappard (CWR) will be closed on Saturday 28 November. The CICG will not be open for meetings on Sunday 29 November.

Access and Parking: There is no parking at the CICG

Bar and Restaurant Facilities:

The CICG has two catering points, i.e. the Bar Léman on the ground floor and the Espace Restauration on the first floor. Both of these facilities will be open during the Conference. In addition, there are numerous restaurants in the area around the CICG.

Banking Facilities

There is a UBS Bank close to the CICG at:

UBS SA

Chemin Louis-Dunant 17bis

Vermont-Nations

1202 Genève

It offers full banking facilities and cash machines.

II. THEME

As set out in the Decision taken by the General Council on 26 May 2009 (WT/L/760), the general theme for the Conference shall be:

"The WTO, the Multilateral Trading System and the Current Global Economic Environment".

III. OFFICERS

Chairperson: H.E. Mr. Andrés Velasco (Chile)
Vice-Chairs: H.E. Mrs. Doris Leuthard (Switzerland)
H.E. Dr. Mari Elka Pangestu (Indonesia)
H.E. Mr. Rachid Rachid (Egypt)

IV. ORGANIZATION OF SESSIONS

(a) Opening Session (Rooms 1, 2, 3, and 4)

The Conference will be opened at 3.00 p.m. on Monday 30 November. Following addresses by the Chair, the Director-General, the Chair of the General Council and, as appropriate, heads of other intergovernmental organizations, the Chair will propose the adoption of the Agenda. He will then open the floor for the first speakers in the Plenary Session, starting with the hosts of previous WTO Ministerial Conferences in chronological order, in keeping with established practice. Seating in the Opening Session will be indicated by chair bands.

(b) Plenary Session (Room 2)

As at past Ministerial Conferences, the Plenary will provide an opportunity for Ministers to make prepared statements in accordance with the List of Speakers which was opened for inscription on 28 October. The Plenary Session will be open to the media and a limited representation from NGOs.

Interventions in the Plenary Session are limited to 3 minutes per speaker. A so-called traffic light system will be in operation to facilitate adherence to the allotted time period.

(c) Working Sessions (Room 1)

In parallel to the Plenary Session, there will be two Working Sessions on 1 December and 2 December, respectively. The Working Sessions will be aimed at providing an interactive forum for Ministers, giving them a platform for discussion under two broad sub-themes, as follows:

"Review of WTO activities, including the Doha Work Programme" (1 December)
This discussion will be introduced by the Director-General.

"The WTO's contribution to recovery, growth and development" (2 December)
This discussion will be introduced by the Chair of the Conference.

In the two Working Sessions interventions will also be limited to 3 minutes per speaker. A timing system will be in operation to facilitate adherence to the allotted time period. Interventions in the Working Sessions will be recorded in the records of the meeting and will be circulated in all three official languages after the Conference. Participation in the Working Session will be limited to Member and Observer Governments only, on the basis of Head of Delegation plus 3.

(d) Closing Session (Room 2)

The Closing Session will take place in Room 2, on Wednesday 2 December, from approximately 6.30 p.m. to 8.00 p.m.

V. OUTCOME OF THE CONFERENCE

There will be a Chair's summary on his own responsibility. All the discussions in the Working Sessions, and of course the Plenary, will also be on the record. In addition, any action taken by Ministers will be reflected in the records of the meeting.

VI. OVERALL PROGRAMME

Below is a preliminary overview of the programme for the Ministerial Conference.

Programme for the Ministerial Conference

	Morning	Afternoon	Evening
Monday 30 Nov		3 p.m. - 6.30 p.m. Opening Session	
Tuesday 1 Dec	10 a.m.- 1 p.m. Plenary Session 10 a.m.- 1 p.m. Working Session I	3 p.m. - 6.30 p.m. Plenary Session 3 p.m. - 6.30 p.m. Working Session I	
Wednesday 2 Dec	9.30 a.m. - 12.30 p.m. Plenary Session 9.30 a.m. - 12.30 p.m. Working Session II	2 p.m. - 5 p.m. Plenary Session 2 p.m. - 5 p.m. Working Session II	6.30 p.m. - 8 p.m. Closing Session

VII. ATTENDANCE OF OBSERVERS FROM GOVERNMENTS AND INTERNATIONAL INTERGOVERNMENTAL ORGANIZATIONS

The General Council has agreed to continue the past practice with respect to Observers. This means that Observers at the Hong Kong Ministerial Conference, both Governments and IGOs, are invited to the Seventh Ministerial Conference.

VIII. MEDIA

The media working area will be located in the CICG on level -1. All participants to the Ministerial Conference are welcome to visit this area. There will be three rooms available at the Centre for briefing the press. These rooms have capacity of 80 seats, 120 seats and 290 seats. The two larger rooms are equipped for interpretation. All delegations are welcome to hold press briefings during the Ministerial Conference.

All questions related to media accreditation should be addressed to:

Media Accreditation Unit
World Trade Organization
Centre William Rappard
154, rue de Lausanne
CH-1211 Geneva 21

Switzerland

Tel.: +41 22 739 6197

Fax.: +41 22 739 5458

e-mail: media.accreditation@wto.org

IX. NON-GOVERNMENTAL ORGANIZATIONS

The official WTO NGO Centre will be located in the Centre de Conférence Varembe (CCV), situated opposite of the CIGC. Registered NGO representatives that have collected their NGO Ministerial badge will have access to the NGO Centre and its five conference rooms. The NGO Centre is open to all accredited delegations and media. All delegations are welcome to brief NGOs during the Ministerial Conference.

X. DOCUMENTATION – A GREENER APPROACH

The Seventh Session of the Ministerial Conference will also see the introduction of a series of measures to ensure an environmentally greener and ecologically more responsible meeting. Avoiding the waste of resources will contribute to a further greening of the WTO's activities.

All public documents emanating from the Conference will also be posted in the Ministerial section of the WTO Website at <http://www.wto.org>. Ministers' Plenary statements submitted electronically will be posted there immediately in their original language and form, and translated versions will be available as soon as possible.
