

FIRST SPECIAL SESSION
11-15 December, 2000
Washington, D.C.

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SCHEDULE OF ACTIVITIES

<u>Date/Time</u>		<u>Place</u>
<u>Monday, December 11</u>		Main Building
08:00 – 16:00	Registration of Participants	Hall of the Americas
09:00	<u>Inaugural Session</u> Greetings Mr. Lancelot Selman, Principal Representative of Trinidad and Tobago and Chairman of CICAD	
09:30 – 09:45	Recess	
09:45 – 10:00	<u>First Working Session</u> (Closed session for Member States only) Work organization and administrative matters Mr. David Beall, Executive Secretary of CICAD	
10:00 – 13:00	Presentation of provisional National Reports of the MEM - Dr. Alberto Scavarelli, GEG Coordinator Consideration and approval of the provisional National Reports 1999-2000 for the Multilateral Evaluation Mechanism	
13:00 – 14:15	<u>Lunch</u>	
14:15 – 14:45	Remarks by Dr. Cesar Gaviria Trujillo, Secretary General of the OAS	
14:45 – 16:00	<u>Second Working Session</u>	

(Closed session for Member States only)

Consideration and approval of the provisional National Reports 1999-2000 for the Multilateral Evaluation Mechanism (Cont.)

16:00 – 16:15

Recess

16:15 – 18:00

Consideration and approval of the provisional National Reports 1999-2000 for the Multilateral Evaluation Mechanism (Cont.)

18:00

Adjournment – Reception hosted by the Executive Secretary of CICAD

Tuesday, December 12

09:00 – 11:00

Third Working Session

(Closed session for Member States only)

Consideration and approval of the provisional National Reports 1999-2000 for the Multilateral Evaluation Mechanism (Cont.)

11:00 – 11:15

Recess

11:15 – 13:00

Consideration and approval of the preliminary Hemispheric Report for the Multilateral Evaluation Mechanism

13:00 – 14:15

Lunch

14:15 : 16:00

Fourth Working Session

(Closed session for Member States only)

Consideration and approval of the preliminary Hemispheric Report for the Multilateral Evaluation Mechanism (Cont.)

16:00 – 16:15

Recess

16:15 – 18:00

Consideration and approval of the preliminary Hemispheric Report for the Multilateral Evaluation Mechanism (Cont.)

18:00

Adjournment

Wednesday, December 13

- 09:00 – 11:00 **Fifth Working Session**
(Closed session for Member States only)
- Consideration and approval of the preliminary Hemispheric Report for the Multilateral Evaluation Mechanism (Cont.)
- 11:00 – 11:15 **Recess**
- 11:15 – 13:00 Presentation of MEM to the Third Summit of the Americas
- 13:00 – 14:15 **Lunch**
- 14:15 – 16:00 **Sixth Working Session**
(Closed session for Member States only)
- Presentation of MEM to the Third Summit of the Americas (Cont.)
- 16:00 – 16:15 **Recess**
- 16:15 – 18:00 Revision of the MEM process
- 18:00 Adjournment

Thursday, December 14

- 09:00 – 11:00 **Seventh Working Session**
(Closed session for Member States only)
- Revision of the MEM process (Cont.)
- 11:00 – 11:15 **Recess**
- 11:15 – 13:00 Preliminary revision of MEM indicators
- 13:00 – 14:15 **Lunch**
- 14:15 – 15:15 **Eighth Working Session**
(Closed session for Member States only)
- Preliminary revision of MEM indicators (Cont.)
- 15:15 – 16:15 Press and public relations of MEM
- 16:15 – 16:30 **Recess**

16:30 – 18:00 Follow-up of MEM by CICAD and the countries

18:00 Adjournment

Friday, December 15

09:00 – 11:00 **Ninth Working Session**
(Closed session for Member States only)

Future actions for the MEM to follow

- a. Date for the second round
- b. Frequency of evaluations in the MEM process

11:00 – 11:15 **Recess**

11:15 – 12:00 Conversion of the manual questionnaire of MEM to an electronic version

12:00 – 13:00 **Other matters**

13:00 – 13:15 **Closing Session**

Remarks by Ambassador Luigi Einaudi,
Assistant Secretary General of the OAS