Note by the Executive Secretary

Representatives of Contracting Parties will recall that at the Tenth Meeting it was agreed that the Trade News Bulletin should be continued. On the basis of suggestions made during the discussion it was also deemed desirable that an effort should be made to provide more first-hand information. Several speakers put forward a proposal that the best way to establish a flow of information from the appropriate departments of governments to the Secretariat would be for governments to nominate a liaison officer to keep in touch with the Secretariat. It is suggested that those governments which wish to act on this proposal should designate an official for this purpose and inform the Secretariat of his name, title and postal address. The Secretariat would like to receive this notification by the end of the Fifth Session of the Contracting Parties.

The following points are suggested as a guidance towards achieving efficient channels of communication:

(a) Items for inclusion in the Bulletin should be submitted in a concise form suitable for reproduction without being edited.

(b) Items should be submitted promptly. If there is a delay it will not always be possible to avoid the duplication which may result from reproducing information taken from one of the indirect sources. Items received up to the 25th day of the month will be included in the issue which is distributed at the beginning of the following month.

(c) So far as possible items should be submitted in English or French but every effort will be made to deal with items in other languages.

(d) Items for inclusion in the Bulletin should be addressed to the ICITO Secretariat, Palais des Nations, Geneva.