TARIFF NEGOTIATIONS

Tariff Negotiations Working Party

Note on the conduct of negotiations

1. It would appear that in some instances Delegations which have presented request lists, or supplementary request lists, on other countries since their arrival at Annecy, have neglected to carry out the procedure prescribed in GATT/CP2/86, namely that the request list should be sent directly to the Delegation of the country from which concessions are requested and that 40 copies should be sent to the Secretariat for circulation to the other countries participating in the negotiations.

2. Delegations are deemed to have entered into negotiations when they have held a first meeting scheduled through the Tariff Negotiations Working Party at which they have exchanged lists of offers. In accordance with GATT/TN.1/4/1, each party to a negotiation will send one copy of its offers to each other delegation with which it has entered into negotiations and two copies to the Secretariat. These copies of offers should be distributed in sealed envelopes, marked "SECRET"; the Secretariat copies should be addressed to Mr. G. MAGGIO, Room 8, Hotel Verdun.
3. Delegations are urged to arrange meetings through the Secretariat. If, however, delegations prefer to meet in a room of their own choice, the Secretariat (Mr. Maggio or Miss Arellano) should be informed 24 hours in advance of each meeting so that it may appear in the Order of the Day.

4. Delegations holding "exploratory talks", whether or not they are arranged through the Tariff Negotiations Working Party, should communicate the results of the discussions to the Secretariat (Mr. Maggio or Miss Arellano) as soon as possible after each meeting. If it has been agreed to enter into negotiations the date fixed for the exchange of offers should be communicated so that it may appear on the Order of the Day.