Preparatory Committee

RECORD OF MEETING

Held on 20 January 1982

Management and Administration of the Ministerial Meeting

1. The Committee noted that the secretariat was proceeding with arrangements for the Ministerial meeting in consultation with all the parties involved.

2. The Committee considered the question of the site of the meeting on the basis of a report by the secretariat. After some discussion it agreed that the Chairman should consult with the secretariat and interested delegations and that it would return to this question at its next meeting.

3. The Committee agreed that Ministers should be invited to be present from Wednesday 24 November 1982, rather than from Tuesday 23 November 1982, as agreed at its first meeting. It noted that this change in dates did not imply any shortening of the ministerial phase of the CONTRACTING PARTIES' Session and that the Committee would be reverting to the question of the use of time during the ministerial meeting. (PREP.COM/R/1, paragraph 5).

Substantive Preparations for the Ministerial Meeting

4. The Committee agreed to the following time-table suggested by the Chairman, on the understanding that the dates in the time-table were targets which could be revised later if necessary and that the various phases in the programme would no doubt overlap since, for example, delegations had the right at any time to suggest items for consideration by ministers and to make proposals on these items:

   a. Identification of topics which each delegation wishes to see considered by ministers  
      20 January

   b. Specific proposals by delegations on each of the topics which they wish to raise  
      20 February

   c. Reactions to these proposals  
      20 March

   d. First approximation to final product, i.e. items to be covered, main problems to be dealt with. Contributions from other GATT bodies  
      20 April

   e. First draft of text or texts to be put before ministers and first draft of report  
      20 May

   f. First examination of drafts  
      20 June
g. Consideration of drafts in capitals mid-year break

h. Negotiations on drafts 20 September-
20 October

i. Agreement on final product (with perhaps some points left for resolution by ministers) 20 October

5. The Committee noted that contributions to the preparations for the Ministerial meeting would be welcome from other GATT bodies and that the Director-General would be conducting consultations on a bilateral or wider basis (e.g. with the Consultative Group of 18) in this regard. It also noted a statement by the Director-General on the contribution that he and the secretariat would be making to the work of the Committee.

6. The Committee addressed itself to the Catalogue of Suggested Topics prepared by the secretariat at the Committee's request (PREP.COM/R/1, para.7, PREP.COM/W/1). It noted the statements made. It agreed that the secretariat would revise the catalogue, adding three topics suggested during the meeting (problems of least developed countries, trade in high technology products and technical assistance for developing countries) and any further suggestions transmitted to it by 1 February 1982. It agreed to continue its examination of the catalogue at its next meeting, at which time delegations would be asked to explain and justify the suggestion that topics on the list be considered by Ministers. It noted that this examination would prepare the ground for the consideration at the March meeting of ways in which the catalogue could be refined and organized into different categories, bearing in mind, inter alia, the decision of the CONTRACTING PARTIES at their last session (L/5262). It also noted that the Chairman would make certain suggestions in this respect at the next meeting.

7. The Committee invited delegations which had proposed items for inclusion in the catalogue to present specific proposals on these items, if possible by the date of the next meeting in accordance with the agreed time-table.

Agenda and Dates of Future Meetings

8. The Committee agreed that the following items be included on the agenda for the next meeting:

- Management and Administration of the Ministerial Meeting

- Substantive preparations for that meeting
  - Catalogue of suggested topics
  - Specific proposals

It further agreed to hold its next meeting on Friday, 19 February 1982, starting at 10 a.m.
9. The Committee agreed to the following schedule for further meetings, on the understanding that additional meetings could be held or the dates changed if circumstances warranted:

Thursday 18 March and the following day if necessary
Tuesday 20 April and the following day if necessary
Tuesday 18 May and the following day if necessary
Tuesday 22 June and the following day if necessary