Policy Dialogue with the Dynamic Non-Member Economies

WORKSHOP ON ENVIRONMENT POLICY:

"GLOBALISATION AND THE ENVIRONMENT: NEW CHALLENGES FOR THE PUBLIC AND PRIVATE SECTORS"

INFORMATION NOTE TO PARTICIPANTS
(13th and 14th November, 1997)
ARRANGEMENTS FOR THE WORKSHOP

I. VISAS AND REGISTRATION

1. Attention is called to the fact that visas are required for entry into France by nationals of a number of countries.

2. The Workshop will take place at the OECD Headquarters in Paris. Participants and observers are requested to enter the OECD premises at 2 rue André Pascal, 16th arrondissement, Paris, with a passport or other identification containing a photograph. An admittance card and a badge will be issued entitling admission respectively to the premises and to the workshop.

For any further information, please contact:

Mr. Brendan Gillespie or Mr. Chris Chung
Environment Directorate
OECD
2 rue André Pascal
75775 Paris Cedex 16
France

Telephone: +33 1 4524 9302; +33 1 4524 9863
Fax: +33 1 4524 9671
E-mail: brendan.gillespie@oecd.org
chris.chung@oecd.org

II. DOCUMENTATION

3. The documentation will consist of:

- The annotated agenda [SG/DNME/EPOC/A(97)1];
- The list of participants [SG/DNME/EPOC(97)1];
- The present information note to participants [SG/DNME/EPOC(97)2];
- The paper “Selected Issues for Discussion” [SG/DNME/EPOC(97)3];
- Background Paper No. 1: “Globalisation and the Environment: Key Issues” [SG/DNME/EPOC(97)4];
- Background Paper No. 2: “Globalisation: The SME Perspective” [SG/DNME/EPOC(97)5];
- Background Paper No. 3: “Evolving Public-Private Sector Partnerships” [SG/DNME/EPOC(97)6].

The following Room Documents:

- Room Document No. 1: “Beyond UNGASS: Challenges and Opportunities for the DNMEs and OECD Countries”;
• Room Document No. 3: “Globalisation, the State and Environmental Policy”.

Further Room Documents (to be determined).

4. In October, each participant will be sent a letter of invitation to the workshop together with the draft annotated agenda and this general information note. The “Issues Paper”, the provisional List of Participants and the Background Papers will also be sent during October. Room Documents will be distributed in the workshop. Participants are strongly encouraged to provide information papers on the subject of the workshop and/or typed copies of their major interventions. It would be helpful if these were received by the OECD Secretariat at least one week before the Workshop to facilitate printing.

III. PROCEDURAL ARRANGEMENTS

Meeting Room

5. The meeting will take place at the OECD Headquarters, 19 rue de Franqueville, 16th arrondissement, Paris. Admission to the meeting room will be limited to those with the appropriate badges. Different badges will be issued for participants and observers. Only participants will be seated at the table and be allowed to make interventions.

Timetable

6. The meeting will start at 9.30 a.m. on Thursday 13th November, at which time the opening address will be given by Mr. Donald Johnston, Secretary-General of the OECD. The timetable for the various sessions is as follows:

   First session:    Thursday 13th November        9.30 a.m. - 1.00 p.m.
   Second session:  Thursday 13th November        3.00 p.m. - 6.00 p.m.
   Third session:   Friday 14th November          9.30 a.m. - 1.00 p.m.
   Fourth session:  Friday 14th November          3.00 p.m. - 6.00 p.m.

Proceedings

7. With a view to creating a suitable climate for discussion, there will not be a formal speakers’ list established in advance, although lead speakers will be designated for each session. The basic method for conducting the discussion will be for the Chair to recognise requests to speak from around the table. Participants who wish to speak should so indicate by placing their name-plate in the vertical position and maintaining it there until they have the floor. The Chair will recognise speakers in the order in which
name-plates have been raised, and proposes to request them to limit their interventions to not more than 5 minutes. The Chair will, however, give priority throughout the discussion to any participant who wishes to make a very brief comment or to put a question on any statement which has just been made. (To attract the Chair’s attention for a “one-minute” comment or question, the participant should hold up their name plate.)

**Interpretation**

8. Simultaneous interpretation will be provided in English and French.

**IV. SOCIAL EVENTS**

Thursday 13th November 6.15 p.m.  Reception hosted by the OECD Secretariat for all participants and observers.