



Representation of the Secretary-General: Asian Cooperation Dialogue,
Kuwait, 15-17 October 2012

Jackilyn Punsal to: el-sibaii

11/09/2012 11:38 AM

Cc: Alexandra Barahona Posada, Mary Sack, Brenda Vongova, Rommel
Maranan

Ms. El-Sibaii,

Please convey the attached scan of a note from the Chef de Cabinet and relevant correspondence to Ms. Rima Khalaf, in regard to the above-mentioned subject.



CdC Note to Khalaf.pdf

The original has been sent via mail.

Thank you.

Best,
Ms. Jackilyn Punsal
Scheduling Office of the Secretary-General
Executive Office of the Secretary-General
United Nations
Room NL-3015AA
Tel: 212-963-7428
e-mail: punsal@un.org



12-07407/12-08249

SCH/08/002

com/11/001



**Response to Invitation to the Secretary-General: Asian Cooperation Dialogue,
Kuwait, 15-17 October 2012**

Jackilyn Punsal to: kuwaitmission

11/09/2012 11:26 AM

Cc: Alexandra Barahona Posada, Mary Sack, Rommel Maranan

Dear Benina,

Please convey the attached scan of formal communication from the Executive Office of the Secretary-General to H.E. Mr. Mansour Ayyad SH A Alotaibi, in regard to the above-mentioned subject.



Response to invitation_Kuwait.pdf

The original has been sent via special mail.

Thank You.

Sincerely,
Ms. Jackilyn Punsal
Scheduling Office of the Secretary-General
Executive Office of the Secretary-General
United Nations
Room NL-3015AA
Tel: 212-963-7428
e-mail: punsal@un.org

12-07407
SCH/08/002

THE SECRETARY-GENERAL

7 September 2012

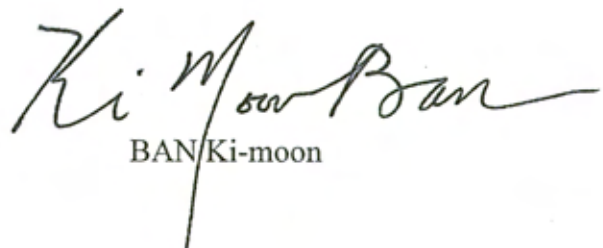
Your Highness,

I would like to thank you for your letter dated 29 July 2012, inviting me to the first summit for the countries of the Asian Cooperation Dialogue, to be held in Kuwait from 15 to 17 October 2012.

I believe that the Asian Cooperation Dialogue is important to the development of cooperation among Asian countries. It should contribute to identifying common strengths and opportunities to help reduce poverty and improve the quality of life for people in Asia.

I believe in the importance of this forum, however, due to previous commitments, I am unable to attend. I have designated Ms. Rima Khalaf, Under-Secretary-General and Executive Secretary of the United Nations Economic and Social Commission for Western Asia to attend and deliver a statement on my behalf. The office of Ms. Khalaf will be in contact with your office to discuss the details of her participation in this event.

Please accept, Your Highness, the assurances of my highest consideration.


BAN/Ki-moon

His Highness
Sheikh Sabah Al-Ahmad Al-Jaber Al-Sabah
Amir of the State of Kuwait
Kuwait



12-074 07

SC/1081/002

UNITED NATIONS



NATIONS UNIES

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EXECUTIVE OFFICE OF THE SECRETARY-GENERAL
CABINET DU SECRETAIRE GENERAL

REFERENCE:

7 September 2012

Excellency,

The Secretary-General would be grateful if you could kindly forward the enclosed letter to His Highness Sheikh Sabah Al-Ahmed Al Jaber Al-Sabah, Amir of Kuwait.

A copy of the letter is attached for your information.

Please accept, Excellency, the assurances of my highest consideration.



Susana Malcorra
Chef de Cabinet

His Excellency
Mr. Mansour Ayyad SH A Alotaibi
Permanent Representative of Kuwait
to the United Nations
New York

Requested Date/Time :

9/11/2012 10:42:04 AM

Local Transport

Letter

Deliver By: 10/2/2012**Pick-Up:** 1**UN Ship Request Form**

Z900001129644

**Pickup From :****Site:** UNHQ**Bldg:** NYCXXL**Floor:** 01**Room:** L-0105**Sender Info :**

Jackilyn PUNSAL

Tel: 2129637428**E-mail:** punsal@un.org**Charge Account Info:**

EOSG

EOSG001

Deliver To : ROUTE 1**Site:** UNHQ**Bldg:** LTTBLD089**Floor:****Room:****Receiver Info :****PM OF THE STATE OF KUWAIT**

United Nations Headquarters

Tel: (212) 8321300**E-mail:** LTTRCV089@un.org

321 E 44th Street

New York, NY 10017 US

Weight :	Length :	Width :	Height:	Pieces:
1.0000	0.000	0.000	0.000	1

Description:**Special Instructions:**

For courier shipments, please go back and click 'Print Label' to print the Waybill directly. **[DO NOT USE THIS FORM]**

- 1) Go back to the first screen and make sure the 'Carrier' and 'Service' fields display 'No Preference'.
- 2) Enter the 'Delivery By: Date and Time' you require. portion of the page can be read and scanned.
- 3) Enter the information such weight and number of pieces about item, and then click the 'Shop' button.
- 4) Select the displayed 'Carrier/Service' option you desire (e.g. lowest cost).
- 5) Click the 'Print Label' button to directly print Waybill and other documents such as Commercial Invoice and Consignment Note.
- 6) Attach the printed Waybill and documents to your shipment so that the barcode portion of the page can be read and scanned.

For other type of shipments, please print this form:

- 1) Click the Print button.
- 2) Attach the printed Request form to your shipment so that the barcode portion of the page can be read and scanned.

Print

Close

Form (1 of 1)

Note to Ms. Khalaf

The first summit for the countries of the Asian Cooperation Dialogue

I would like to thank you for agreeing to represent the Secretary-General at the first summit for the countries of the Asian Cooperation Dialogue, to be held in Kuwait during 15 to 17 October 2012.

Please find attached the relevant correspondence.

Best regards.

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Susana Malcorra
6 September 2012



Fw: For Advice on Representation and Draft Response: Tenth Meeting of the Asian Cooperation Dialogue_15-17 October 2012, Kuwait

Alexandra Barahona Posada to: Mary Sack

27/08/2012 08:28 PM

Cc: Josiane Ambiehl, Sanghwa Lee, Sebastien Lawson, Rommel Maranan, Daw Yi Mon Aung

Dear Mary,

kindly follow-up with DPA on this representation

Alex

----- Forwarded by Alexandra Barahona Posada/NY/UNO on 27/08/2012 08:27 PM -----

From: Alexandra Barahona Posada/NY/UNO
To: Suman Pradhan/NY/UNO@UNHQ
Cc: Jessica Serraris/NY/UNO@UNHQ, Bertrand Njanja-Fassu/NY/UNO@UNHQ, Brenda Vongova/NY/UNO@UNHQ, Sanghwa Lee/NY/UNO@UNHQ, Josiane Ambiehl/NY/UNO@UNHQ, Rommel Maranan/NY/UNO@UNHQ
Date: 15/08/2012 07:00 PM
Subject: For Advice on Representation and Draft Response: Tenth Meeting of the Asian Cooperation Dialogue_15-17 October 2012, Kuwait

Dear Suman,

The Secretary-General will not be able to attend the above mentioned event (invitation attached for ease of reference). We would be grateful if DPA can provide and advice on the following:

- (1) The representation (i.e. kindly provide the name and confirmed availability of the senior level official who would be available to attend on SG's behalf)
- (2) Draft response for the review and signature of DSG
- (3) Whether the SG should send a message to the session

Most grateful to receive the above by Friday, 24 August 2012

Thank you,

Alex



12-07407.pdf



**For Advice on Representation and Draft Response: Tenth Meeting of the
Asian Cooperation Dialogue_15-17 October 2012, Kuwait**

Alexandra Barahona Posada to: Suman Pradhan

15/08/2012 07:00 PM

Cc: Jessica Serraris, Bertrand Njanja-Fassu, Brenda Vongova, Sanghwa
Lee, Josiane Ambiehl, Rommel Maranan

Dear Suman,

The Secretary-General will not be able to attend the above mentioned event (invitation attached for ease of reference). We would be grateful if DPA can provide and advice on the following:

- (1) The representation (i.e. kindly provide the name and confirmed availability of the senior level official who would be available to attend on SG's behalf)
- (2) Draft response for the review and signature of DSG
- (3) Whether the SG should send a message to the session

Most grateful to receive the above by Friday, 24 August 2012

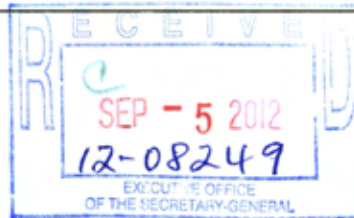
Thank you,

Alex



12-07407.pdf

ACTION JA
COPY RA



Confidential

Note to Ms. Malcorra

✓ **The Secretary-General's invitation to the Asian Cooperation Dialogue summit in Kuwait**

- (Rel Car Log: 12-07407)
1. The Secretary General was invited to the first annual Asian Cooperation Dialogue Summit to take place in Kuwait on 15-17 October. DPA has been informed by EOSG that the Secretary-General will not be able to participate and asked to advise on the representation on his behalf and whether a message should be delivered.
 2. DPA has contacted the United Nations Economic and Social Commission for Western Asia (ESCWA) and it has been confirmed that Ms Rima Khalaf, Under-Secretary-General and ESCWA Executive Secretary, is available to attend. Further, it is our recommendation that Ms Khalaf read out the Secretary-General's statement given the level and importance of the event for regional cooperation. The message is to be prepared by ESCWA with inputs from other UN bodies as appropriate and reviewed by the Speechwriters.
 3. A draft response letter to the Amir of Kuwait is attached for the Secretary-General's signature. Ms Rima Khalaf will then need to be formally informed of her assignment.

Jeffrey Feltman
5 September 2012

SCH/08/006; COM/11/001

5 September 2012

Your Highness,

I refer to your letter dated 29 July 2012 regarding an invitation to the first summit for the countries of the Asian Cooperation Dialogue.

I believe that the Asian Cooperation Dialogue is important to the development of cooperation among Asian countries. It should contribute to identifying common strengths and opportunities to help reduce poverty and improve the quality of life for people in Asia.

I believe in the importance of this forum, however due to previous commitments, I am unable to attend. I have asked Ms Rima Khalaf, Under-Secretary-General and Executive Secretary, United Nations Economic and Social Commission for Western Asia (ESCWA) to attend and deliver a statement on my behalf.

Please accept, Your Highness, the assurances of my highest consideration.

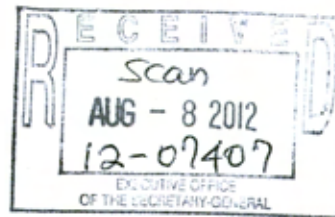
BAN Ki-moon

His Highness
Sabah Al-Ahmad Al-Jaber Al-Sabah
Amir of the State of Kuwait
Kuwait

ACTION JA
COPY



ABJ: Regret
(us) Let's seek DPA's view on representation.



Request pending
05 SEP - DPA

Courtesy Translation

His Excellency Ban Ki-Moon
Secretary General of the United Nations

I would like to inform you that during the period from October. 15-17, 2012 the State of Kuwait shall host the first summit for the countries of the Asian Cooperation Dialogue (ACD), for which I called during the opening of the Tenth Meeting of the ACD which was held in Kuwait last October 2011.

Whereas the issues that shall be discussed by the ACD are of great importance to the United Nations, and in appreciation of your role in enhancing understanding, integration and solidarity among the countries of the Asian Continent, and the international community through the United Nations, therefore it is my pleasure to extend an invitation to your Excellency to attend this summit, which we hope will be one of the main tributaries to achieving advancement, development and prosperity for the Asian Continent, and the world.

Please accept, Your Excellency, my sincere best wishes and appreciation,

Sabah Al-Ahmed Al-Jaber Al-Sabah
Amir of the State of Kuwait

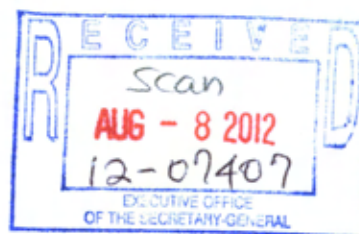
Kuwait on : 10th Ramadan, 1433 A.H
Corresponding to : 29th July, 2012 A.D.

Signature

ACTION

JA

COPY



Courtesy Translation

His Excellency Ban Ki-Moon
Secretary General of the United Nations

I would like to inform you that during the period from October. 15-17, 2012 the State of Kuwait shall host the first summit for the countries of the Asian Cooperation Dialogue (ACD), for which I called during the opening of the Tenth Meeting of the ACD which was held in Kuwait last October 2011.

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Sabah Al-Ahmed Al-Jaber Al-Sabah
Amir of the State of Kuwait

Kuwait on : 10th Ramadan, 1433 A.H
Corresponding to : 29th July, 2012 A.D.



Permanent Mission of the State of Kuwait
to the United Nations
New York

وفد دولة الكويت الدائم
لدى الأمم المتحدة
نيويورك



440/2012



8 August 2012

Excellency,

I have the honour to enclose herewith a message from His Highness Sheikh Sabah Al-Ahmad Al-Jaber Al-Sabah, The Amir of the State of Kuwait Addressed to Your Excellency, along with an unofficial translation.

Please accept, Excellency, the assurances of my highest consideration.

Sincerely,

ABDULAZIZ ALJARALLAH
Charge d' Affaires, a.i.

H.E. MR. BAN KI-MOON
Secretary-General
United Nations, North Lawn bldg., Room NL-03019

Encl.

بسم الله الرحمن الرحيم



معالي بان كي مون الموقر
الأمين العام للأمم المتحدة

تحية طيبة وبعد ،،،

أود إفادتكم بأن دولة الكويت ستستضيف في الفترة من 15 الى 17 أكتوبر 2012 ، أول مؤتمر قمة لدول حوار التعاون الآسيوي والذي دعوت له خلال افتتاحي للاجتماع العاشر لمنتدى الحوار ، والذي عقد في دولة الكويت في شهر أكتوبر من العام الماضي 2011 .

وحيث أن منظمة الأمم المتحدة تعنى وتولي أهمية بمثل هذه المواضيع التي سيناقشها منتدى حوار التعاون الآسيوي ، وتقديرا لدوركم في تعزيز التفاهم والتكامل والتضامن بين دول قارتنا الآسيوية ، والمجتمع الدولي من خلال الأمم المتحدة .

فإنه يسرني دعوتكم لحضور هذه القمة والتي نأمل أن تكون احد الروافد لتعزيز ما ننشده معا للقارة الآسيوية من تقدم وتنمية ورخاء ، وللعالم اجمع من تنمية واستقرار .

وتقبلوا معاليكم خالص التقدير،،،

صباح الأحمد الجابر الصباح
أمير دولة الكويت

الكويت في : ١٠ رمضان ١٤٣٣ هـ

الموافق : ٢٩ يوليو ٢٠١٢ م



Courtesy Translation

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Secretary General of the United Nations

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Please accept, Your Excellency, my sincere best wishes and appreciation,

Sabah Al-Ahmed Al-Jaber Al-Sabah
Amir of the State of Kuwait

Kuwait on : 10th Ramadan, 1433 A.H
Corresponding to :29th July, 2012 A.D.

بسم الله الرحمن الرحيم



معالي بان كي مون الموقر

الأمين العام للأمم المتحدة

تحية طيبة وبعد ،،،

أود إفادتكم بأن دولة الكويت ستستضيف في الفترة من 15 الى 17 أكتوبر 2012 ، أول مؤتمر قمة لدول حوار التعاون الآسيوي والذي دعوت له خلال افتتاحي للاجتماع العاشر لمنتدى الحوار ، والذي عقد في دولة الكويت في شهر أكتوبر من العام الماضي 2011 .

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فإنه يسرني دعوتكم لحضور هذه القمة والتي نأمل أن تكون احد الروافد لتعزيز ما ننشده معا للقارة الآسيوية من تقدم وتنمية ورخاء ، وللعالم اجمع من تنمية واستقرار .

وتقبلوا معاليكم خالص التقدير،،،

صباح الاحمد الجابر الصباح

أمير دولة الكويت

الكويت في : ١٠ رمضان ١٤٣٣ هـ

الموافق : ٢٩ يوليو ٢٠١٢ م