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The Under-Secretary-General for General Assembly and Conference Management

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DGACM

5 October 2007

To: Mr. Vijay Nambiar
Chef de Cabinet

From: Shaaban M. Shaaban

Subject: **USG Tour within the Programme of Outreach to Universities** (travel)

1. Within the framework of the Programme of Outreach to Universities, which aims to ensure that language staff continue to meet the highest standards of expertise in order to maintain the high quality of translation and interpretation services expected by the Member States, I plan to visit the University of Westminster in London from 8 to 10 November 2007. I have observed that the University offers programmes of study at the Bachelor's and Master's levels aimed at providing their students with knowledge and skills in language combinations for translation and interpretation, which DGACM greatly needs.

2. During my visit, I will meet with the Vice-Chancellor of the University and the Dean and Heads of department of Translation and Interpretation to discuss ways and means of cooperation between DGACM and the University, including exchange progammes with the translation and interpretation faculty, providing the University with samples of United Nations documents, contributing to developing specialized study curricula, and sending a DGACM language staff member to train students on the methodology of conference services in the United Nations. The purpose is to have graduates well prepared to sit for the UN language competitive exams.

3. I will also seize the opportunity of being in London to give a lecture to the Master's students of Political Science and Diplomacy, entitled "The Role of the United Nations in a Troubled World." The purpose of the lecture is to enhance the image perception of the United Nations as directed by the Secretary-General, by shedding light on the leadership role of the United Nations in the areas of conflict resolution, peacekeeping, humanitarian assistance, socioeconomic development, in particular with regard to the achievement of the Millennium Development Goals, and climate change.

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4. On 3 October 2007, I met with Mr. Alexander Yakovenko, Deputy Minister for Foreign Affairs of the Russian Federation at his request. Mr. Yakovenko conveyed his country's wish that I visit Moscow to meet with representatives of Russia's leading linguistic universities and the Centre for Training Interpreters and Translators for International Organizations, of the Ministry for Foreign Affairs. Most Russian language staff come from the Russian Federation.

5. I am planning to visit Moscow on 12 and 13 November 2007 as part of the tour within the Programme of Outreach to Universities.

6. The last leg of my tour will be Vienna on 14 and 15 November 2007 to meet with Mr. Antonio Maria Costa, Director-General of the United Nations Office at Vienna, who requested me to visit to have the chance to demonstrate the innovations of conference management services in the Vienna Office, including newly developed electronic tools for languages and meeting services

With kind regards.

cc. Mary Ann Chiulli, Executive Officer