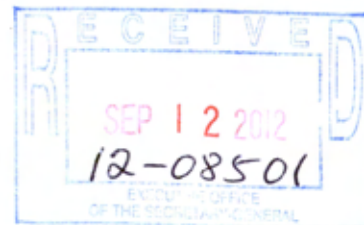


✓ JA (w. enclosure)



Note to Ms. Malcorra

✓
**SCENARIO AND SEATING ARRANGEMENT FOR THE PARTICIPATION OF
THE SECRETARY-GENERAL IN THE OPCW HIGH-LEVEL MEETING
DURING THE 67TH SESSION OF THE GENERAL ASSEMBLY**

(Rel Con Log:)
12-04336
12-07825

1. The Secretary-General has agreed to participate and to make welcoming remarks in the above-mentioned meeting, which will take place on 1 October 2012 from 3 pm to 6 pm. A time slot in his schedule has been allocated for his participation from 3 pm to 3:25 pm.
- ✓ 2. In that connection, please find attached the related scenario and seating arrangement.

Hannelore Hoppe

Hannelore Hoppe
Officer-in-Charge
Office for Disarmament Affairs
12 September 2012

cc: Ms. Angela Kane



SCH/08/002

RECEIVED
SEP 12 2012
EXT. OFFICE
OF THE SECRETARY-GENERAL

**Proposed Scenario for the Secretary-General
Organisation for the Prohibition of Chemical Weapons (OPCW) High-level Meeting
Monday, 1 October 2012**

Venue: North Lawn Building, Conference Room 2
Time: 3:00pm – 6:00 p.m.

- 3:00** The Secretary-General arrives at Conference Room 2 and is met by the High Representative for Disarmament Affairs and welcomed by OPCW Director-General Ahmet Üzümcü
- The Secretary-General takes his seat on the podium. *[Seating arrangement attached for ease of reference]*
- 3:05** The OPCW Director-General opens the meeting and delivers introductory remarks (5 minutes). *[Delivered from the lectern; location of lectern noted on attached seating arrangement]*
- 3:15** **The Director-General invites the Secretary-General to address the meeting (5 minutes). *[Delivered from the lectern]***
- 3:20** [Another Speaker – 5 minutes (to be confirmed)]
- 3:25** **The Director-General thanks the Secretary-General for his participation.**
The Secretary-General leaves the podium. The High Representative for Disarmament Affairs takes his seat. *[Meeting briefly adjourns.]*
- 3:30 – 6:00** Meeting resumes. The Director-General invites Ministers/Heads of Delegation to address the meeting.

END

SCH/08/002; COM/11/001

Seating Arrangement

Organisation for the Prohibition of Chemical Weapons (OPCW) High-level Meeting Monday, 1 October 2012

Conference Room 2, North Lawn Building (3:00 pm to 6:00 p.m.)

AUDIENCE					
	High Representative for Disarmament Affairs	The Secretary-General	The Director-General (Chair)	[Co-Chair, TBC]	LECTERN