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To all Permanent Missions to UN in Geneva
(and to the Missions to the UN in New York for
States without Mission in Geneva)

Subject: **Invitation to the second meeting of the Group of Friends of the Chair (GFC) of the PrepCom of WSIS,
Tunis Phase**

Geneva, 9 November 2004

Excellency,

I have the honor to invite you to the second meeting of the Group of Friends of the Chair (GFC) of the
PrepCom of WSIS, Tunis phase, which will take place on

Monday, 15 November 2004,
from 1000 to 1300 hours (Regular Meeting)
from 1500 to 1800 hours (Special Meeting)
Room XVII, Door 40, First Floor, Palais des Nations
and
Tuesday, 16 November 2004,
from 1500 to 1800 hours (Regular Meeting)
Room XVII, Door 40, First Floor, Palais des Nations

In the regular meetings on Monday morning and Tuesday afternoon, only the members of GFC are invited to intervene and other government delegations are invited to observe deliberations. The special meeting on Monday afternoon is open to all government delegations, as well as to representatives of the other stakeholders of the WSIS, i.e. the international organizations, the private sector and the civil society. On Tuesday morning, Task Force on Financial Mechanisms (TFFM) will hold an informal open-ended consultation with all stakeholders in the WSIS process. For more information, please see a separate announcement made by UNDP or visit <http://www.itu.int/wsis/tffm>.

Draft Agenda for the second meeting of GFC:

1. Political Chapeau
2. Implementation of WSIS Geneva Declaration of Principles and the Plan of Action
3. Follow-up to the WSIS (after Tunis)
4. Any other questions related to the Final Document(s)

Interpretation in the six UN languages will be available for this meeting. A UNOG badge is required to access the Palais des Nations. For those who do not have a UNOG badge, a special badge will be issued for the GFC meetings. The same badge is valid also for the consultation meeting of the TFFM on Tuesday morning. More information about how to obtain this badge is available at <http://www.itu.int/wsis/gfc>.

Yours sincerely,

(sig.)

H. E. Ambassador Janis Karklins
President of the Preparatory Committee

P.S. Concerning Agenda point 1: The Chairman's proposal for the Political Chapeau will be sent to the GFC members on Thursday afternoon, 11 November 2004