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| **Plenipotentiary Conference (PP-22)Bucharest, 26 September – 14 October 2022** |  |
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|  | **Revision 4 to** |
|  | **Document ADM/2-E** |
|  | **8 October 2022** |
|  | **English only** |
|  |
| Note by the Secretary-General |
| DRAFT TIME MANAGEMENT PLAN |
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The draft time management plan of the Conference is attached.

Houlin ZHAO
Secretary-General

**pp-22 draft time management plan (26 SEPTEMber – 14 OCTOBer 2022)**

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|  |  | **WEEK 1** |  | **WEEK 2** |  | **WEEK 3** |
|  |  | **26 September** |  | **3 October** |  | **10 October** |
| **M****O****N****D****A****Y** | **09.45****11.15** | Heads of Delegation MeetingOpening Ceremony | **09.30****–****12.30** | Plenary (1.5h):- Elections: RRB & Council*followed by*Committee 6 (1.5h) | **09.30****–****12.30** | Committee 6 (3h)Committee 5 (1.5h)*followed by*WG-PL (1.5h) |
| **14.30****–****17.30** | **First Plenary** (3h): - Conference structure, committee set-up, chairmanship, allocation of documents, org. of work- Other organizational matters- Set definitive upper limit of contributory unit - Set deadline for definitive choice of class of contribution- Policy statements | **12.30** | Steering Committee | **14.30****–****17.30** | Plenary (1.5h)*followed by* Committee 5 (1.5h)Committee 3 *(end)* (1.5h) |
| **14.30****–****17.30** | WG-PL (1.5h)Committee 6 (1.5h)*followed by*Committee 5 (1.5h)Committee 4 at 18.00 |
| **17.30** | **Steering Committee** | **17.30** | Steering Committee |
|  |  | **27 September** |  | **4 October** |  | **11 October** |
| **T****U****E****S****D****A****Y** | **09.30****–****12.30** | Plenary (3h):- Policy statementsWG-PL (1.5h) *followed by*Committee 6 (1.5h) | **09.30****–****12.30** | Plenary (1.5h)*followed by* Committee 6 (1.5h)WG-PL (1.5h) | **09.30****–****12.30** | Plenary (1.5h)- Committee 3 report to PL*followed by* Committee 6 *(end)* (1.5h)WG-PL (1.5h) |
| **14.30****–****17.30** | Plenary (3h):-Policy statementsCommittee 2 (3h)Committee 5 (3h) | **14.30****–****17.30** |  | **14.30****–****17.30** | WG-PL *(end)* (1.5h)*followed by* Committee 5 *(end)* (1.5h) |
| **17.30** | Steering Committee |
|  |  | **28 September** |  | **5 October** |  | **12 October** |
| **W****E****D****N****E****S****D****A****Y** | **09.30****–****12.30** | Plenary (3h):- Policy statementsCommittee 6 (3h)WG-PL (3h) | **09.30****–****12.30** | Committee 2 *(end)* (3h)Committee 6 (1.5h) | **09.30****–****12.30** | Plenary (3h): |
| **14.30****–****17.30** | Plenary(3h):- Policy statementsCommittee 5 (3h)Committee 3 (1.5h, start at 16.00) | **14.30****–****17.30** | Committee 5 (1.5h) *followed by*WG-PL (1.5h) | **14.30****–****17.30** | Plenary (3h) |
| **23.59 GVA time**  | Proposed deadline for definitive choice of class of contribution |
|  |  | **29 September** |  | **6 October** |  | **13 October** |
| **T****H****U****R****S****D****A****Y** | **09.30****–****12.30** | **Plenary** (3h):- Elections: SG | **09.30****–****12.30** | Committee 6 (1.5h) | **09.30****–****12.30** | Plenary (3h) |
| **14.30****–****17.30** | **14.00-14.50: WG-PL** **Plenary** (3h):- Policy statements- Elections: DSG | **14.30****–****17.30** | 16.00 Plenary (1.5h):- Committee 2 report to PL | **14.30****–****17.30** | Plenary (3h) |
| **17.30** | Steering Committee | **17.30** | Steering Committee |
|  |  | **30 September** |  | **7 October** |  | **14 October** |
| **F****R****I****D****A****Y** | **09.00****–****12.00** | **Plenary** (3h):- Policy statements - Elections: Directors | **09.00****–****12.00** | Committee 6 (1.5h) *followed by*Committee 5 (1.5h) | **08.30** | Plenary (1h) |
| **09.30****–****12.00** | Extraordinary session of the 2023 Council (2.5h) |
| **14.30****–****17.30** | **14.00-15.00: Committee 6****Plenary**:- Elections: BDT Director second and rounds | **14.30****–****17.30** | WG-PL (1.5h)Committee 6 (1.5h)*followed by*Committee 5 (1.5h) | **14.30****–****17.30** | Plenary (3h):- Signing and closing ceremonies |

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