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GENERAL COMMITTEE

ORGANIZATION OF THE SECOND REGULAR SESSION OF THE GENERAL ASSEMBLY

Memorandum by the Secretary-General

A. Ad Hoc Political Committee

1. Examination of the Provisional Agenda and the Supplementary List of Agenda Items for the Second Session of the General Assembly reveals that the probable work load will be unevenly distributed among the Main Committees to the degree that the time required by certain of them to complete their agenda will be considerably longer than others. This situation is most serious for the First Committee which will have an extremely heavy agenda. Should the items relating to Palestine also be referred to the First Committee, it would doubtless be unable to exhaust its agenda until long after the other committees had completed their work and the length of the second session would thus be unnecessarily prolonged.
2. The Secretary-General has studied the possibility of so allocating agenda items among committees as to produce a more even distribution among committees, but the nature of the items is such that the terms of reference of the Main Committees prevent any distribution of items which could remedy the difficult situation of the First Committee.
3. After considering other possible measures, the Secretary-General suggests that the General Committee recommend to the plenary meeting the establishment of an ad hoc Political Committee on which each member of the General Assembly would have the right to be represented and that this Committee would consider any items on the agenda concerning Palestine.

B. Schedule of Meetings

The following tentative arrangements have been made by the Secretary-General and they are submitted to the General Committee for its consideration:

1. Plenary meetings will be held at the General Assembly Hall at Flushing Meadow. The Committees of the General Assembly will meet in the committee rooms at the interim headquarters at Lake Success.
2. Plenary and Committee meetings will normally be scheduled for 11:00 a.m. and 3:00 p.m.

3. The General Committee will usually meet in committee room A at the General Assembly Hall, Flushing Meadow at such times as the President may consider necessary. If it is found at any time more convenient for this Committee to meet at Lake Success it will meet in the chamber of the Economic and Social Council.

4. It is proposed that a six-day working week be established but that as a general rule there should be no night meetings. In view of the heavy schedule it is urged that delegations make every effort to arrive at the scheduled meeting place on time.

5. If, in addition to the six Main Committees, it is decided to establish an ad hoc Political Committee, and to reconvene the Joint Second and Third and the Headquarters Committees, the Secretary-General recommends that four of the above nine committees be scheduled to meet simultaneously as a general rule. The Schedule would be so arranged, however, as to avoid the simultaneous meeting of the First Committee with the ad hoc Political Committee. Similarly, the Second, Third and Joint Second and Third Committees would not be scheduled to meet at the same time, nor would the Fifth and Headquarters Committees meet simultaneously.

C. Seating Arrangements

1. At a recent Secretary-General's Staff Meeting lots were drawn to choose the Member to occupy the first desk on the Assembly floor with which the alphabetical seating order is to begin. Iran was the name drawn, and consequently Iran will sit at the first desk to the right of the President's rostrum. Similarly, the name of Iceland was drawn for determining the seating arrangements in the Main Committees. At the end of the fourth week it is proposed to shift the seating order in the Main Committees twenty-five places. Sub-Committees will sit in alphabetical order.

D. The Secretary-General proposes that the end of the general debate be accepted as the time limit for the submission of requests for the inclusion of additional items in the agenda.
