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2 March 2006



Secretariat

CIRCULAR N° 16

Subject: Briefing about the Report of the Secretary-General on Management Reforms

1. The Secretary-General will present his report on Management Reforms to the General Assembly next Tuesday, 7 March 2006. The report was prepared in reply to a request to the Secretary-General from world leaders at the 2005 World Summit last September to submit proposals for implementing management reforms, aimed particularly at making more efficient use of the Organization's financial and human resources, and proposals on the conditions and measures of efficiency necessary for him, and his successors, to carry out his managerial responsibilities effectively.
2. Given the importance of the subjects covered by the report, many of which will affect the staff directly, the Secretary-General has decided to hold a town hall meeting on the same day at 3:00 p.m., New York time.
3. In order to give you all the opportunity to hear the message of the Secretary-General bearing in mind the time difference, his briefing will be recorded and broadcast in Geneva on **Friday, 10 March 2006, in Room XIX, at 11:00 a.m.** The briefing will be followed by a question and answer session. Simultaneous interpretation will be provided into English and French.
4. I strongly encourage all staff to participate in this important briefing and request that supervisors release them from their duties for the duration of the event, subject to the exigencies of service.

(Signed) Sergei **Ordzhonikidze**
Director-General of UNOG