



THIRD EXTRAORDINARY CONGRESS

Speeches and statements from member country delegations

A. *Scheduling of delegations' oral statements in plenary sessions*

1 It is traditional for heads of delegations to address Congress on behalf of their countries in plenary session. Please be informed that approximately 15 minutes will be scheduled for delegations' communications at the plenary sessions on the following dates:

Tuesday, 24 September:	End of opening plenary (morning session)
Tuesday, 24 September:	End of plenary – Remuneration issues (afternoon session)
Wednesday, 25 September:	End of plenary – Remuneration issues (afternoon session)
Thursday, 26 September:	Beginning of closing plenary (morning session)

Delegations are requested to limit their statements to a maximum of **five minutes**.

2 To enable the office of the Chairman of Congress to plan the progress of the work in the best conditions possible, delegations wishing to take the floor during these sessions are asked to inform the International Bureau and to send the text of their declarations to Ms Akshaya Shivkumar (akshaya.shivkumar@upu.int) **no later than 15 September 2019**.

3 Furthermore, and for the same reasons, only declarations not exceeding one A4 typed page will be considered when the agendas for the plenary sessions are set. It should be noted that they will be mentioned in the report of the meeting concerned and published in full after Congress. Strict compliance with these measures will both facilitate the rapid drafting of meeting reports and ensure optimum simultaneous interpretation of delegations' speeches, thus contributing to the overall success of the Extraordinary Congress.

B. *Interpretation and publication of speeches and contributions*

4 In order to facilitate the preparation of Congress reports and ensure the best possible simultaneous interpretation of speeches and contributions prepared in writing in advance by delegates, it is important that existing texts be made available to the secretariat and, in particular, to the interpreters, before the meeting at which the speeches will be given.

5 In addition, delegates are reminded that, under article 22.3 of the Rules of Procedure of Congresses, if any delegate wishes to have a statement made by him or her in relation to a debate included in the report, either verbatim or in summary form, the text, in English or French, must be handed to the secretariat no later than two hours after the end of the meeting.

Berne, 30 August 2019