

JTC 1/SC 22 N 3271
Meeting Documentation

<u>Announcement</u>			<u>Minutes</u>		
<u>SC/WG</u>	<u>Doc</u>	<u>Date</u>	<u>Meeting</u>	<u>Doc</u>	<u>Date</u>
4	3260	7/2/01	11/5/01		
5	3205	2/5/01	7/30/01		
9			11/17/00	3201	1/9/01
9			5/18/01	3255	6/25/01
11	3203	1/16/01	4/27/01	3244	6/1/01
14	3226	12/7/00	4/23/01	3245	6/7/01
14	3246	6/7/01	10/15/01		
19	3217	12/7/00	5/15/01	3252	6/14/01
20	3211	2/21/01	5/8/01	3238	5/29/01
20	3251	6/11/01	10/1/01		
20			10/30/00	3198	11/1/00
21	3193	12/7/00	4/29/01		
21	3259	6/27/01	10/22/01		
SC	3229	4/20/01	9/17/01		

Notes:

(7.5.2) WG Conveners shall convene meetings of the WG if questions cannot be solved by correspondence and decisions reached shall be incorporated in resolutions (see 7.10.3). Either the WG Convener or the Secretariat shall issue the calling notice. The period of notification of a meeting should normally not be less than four months.

(7.10.4) After the meeting, the committee Secretariat or Convener shall prepare a report of the meeting comprising a list of delegates, a reference to the sessions held (including those of ad hoc groups), a summary of the discussions and, as a discrete and important document, the complete text of the resolutions adopted during the meeting. This shall be sent within two months to the members and other bodies represented at the meeting.