

MEASURES FOR REDUCING DOCUMENTATION  
Resolution C.63(XLII)  
adopted on 25 May 1979

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THE COUNCIL,

TAKING NOTE of Resolution 33/56 adopted by the United Nations General Assembly on Control and Limitation of Documentation,

TAKING NOTE of paragraphs 13.1 and 13.2 of Article XIII of the Financial Regulations of IMCO concerning expenditures,

TAKING NOTE of Article 26 of the IMCO Convention concerning the functions of the Council,

NOTING the report of the Pre-Council Budgetary Working Group,

NOTING PARTICULARLY the constantly increasing volume of documentation transmitted to the Secretariat by the various committees, sub-committees, ad hoc working groups, and Member States,

CONCERNED over the increasing work load such documentation imposes on the limited staff of IMCO,

BEARING IN MIND the high cost of translating, reproducing and distributing such documentation,

MINDFUL ALSO of the limited ability of delegates to absorb ever-increasing quantities of documentation,

CONVINCED that a stringent reduction of documentation will lead to improved efficiency of the Organization,

1. DECIDES:

- (i) That reports and summary records prepared by the Secretariat shall be reduced to the briefest length necessary to inform members of issues considered and decisions taken by the organs of the Organization;

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(ii) That reports prepared and submitted by committees and subordinate bodies for translation, reproduction and distribution shall be reduced both in number and length to the minimum necessary to inform the membership of the work and decisions or recommendations made by such bodies;

(iii) That documents and information transmitted by Member States for circulation by the Organization shall be limited to the briefest length essential to communicate useful information to Members,

2. INSTRUCTS the Secretary-General henceforth to apply strictly the rules on submission of documents prior to meetings as specified in the various rules of procedure and relevant decisions of the committees,

3. RECOMMENDS that Member States review their need for multiple copies of IMCO documents and advise the Secretariat as soon as possible the minimum number of documents necessary to be sent to each Member State,

4. RECOMMENDS FURTHER that the number of copies of documentation for meetings of organs and bodies of the Organization circulated by the Secretariat should normally not exceed five copies for each Government,

5. REQUESTS the Secretary-General to report to the Assembly on the decisions and recommendation contained herein.

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