



*Executive Committee*

Thirty-first Regular Meeting of the Executive Meeting  
12-14 July 2011

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**DATE AND VENUE OF THE THIRTY-SECOND  
REGULAR MEETING OF THE EXECUTIVE COMMITTEE**

**July 2011  
San Jose, Costa Rica**



With respect to the Regular Meetings of the Executive Committee, the Rules of Procedure of the Executive Committee stipulate that:

*The annual regular meetings of the Executive Committee shall generally take place at Institute Headquarters. (Art. 22)*

*Governments of Member States interested in hosting a meeting shall so inform the Director General in writing, before the deadline set by the Committee for presentation of offers. (Art. 23)*

*The Committee shall examine the offers in accordance with the principle of rotation and geographic distribution. (Art. 24)*

*If no site is offered in accordance with Article 23, or in the event the regular meeting cannot be held at the place chosen, the Committee shall meet at the Headquarters of the Institute. (Art. 25)*

*The Director General shall transmit to the Member States and the other participants the call to each regular meeting of the Committee, at least 30 days prior to the opening date thereof. (Art. 26)*

The Executive Committee at the Thirty-first Regular Meeting will need to reach a decision on the venue for its next Regular Meeting in 2012.

In order to facilitate Member Countries to take a decision in this sense, the Director General will provide the countries all required information, in particular, information relating to the cost of hosting the meeting.

Any country interested, should ratify in writing to the Director General, including the tentative dates they consider most appropriate for the meeting to take place.