



DTL/STICT/MISC/2017/18
(17/114ams)

NOTIFICATION

Intergovernmental Group of Experts on E-commerce and the Digital Economy First session Geneva, Switzerland, 4–6 October 2017

The first session of the Intergovernmental Group of Experts on E-commerce and the Digital Economy will be held from 4 to 6 October 2017 in room XXVI of the Palais des Nations. The meeting will open at 10 a.m. on Wednesday, 4 October.

Background and purpose of the meeting

In line with the terms of reference for the Intergovernmental Group of Experts on E-commerce and the Digital Economy adopted by the Trade and Development Board at its thirty-first special session on 5 April 2017 (TD/B(S-XXXI)/2), the discussion topics and guiding questions for the first session are as follows:

- (a) What do developing countries need in order to build competitive advantages through e-commerce and the digital economy?
- (b) What can developing countries do in order to strengthen their physical and technology infrastructure?
- (c) How can developed countries partner with developing countries, in the most impactful way, to maximize opportunities and address challenges relating to e-commerce and the digital economy?

Written contributions

In order to facilitate deliberations and the informal exchange of experiences and best practices on the topics to be discussed, member States and observers are requested to submit written contributions to the UNCTAD secretariat by Wednesday, 6 September 2017.

Participation

Online registration is mandatory for all those wishing to attend the meeting and is required in order to be included in the list of participants. Please register on the following website: [Intergovernmental Group of Experts on E-commerce and the Digital Economy](#).

Member States of UNCTAD that wish to nominate experts to the session are requested to do so by Wednesday, 23 August 2017.

Specialized agencies, intergovernmental bodies and non-governmental organizations in the general category and special category that wish to participate as observers are requested to inform the secretariat of the names of their representatives by the same date.

All communications concerning representation should be sent to the Intergovernmental Support Service, UNCTAD, Palais des Nations, CH-1211 Geneva 10, fax: 41 22 917 0214; email: meetings@unctad.org.

Financial assistance

Depending on the availability of funding, financial assistance under the Trust Fund for Financing the Participation of Experts may be granted to a limited number of officially nominated experts from developing countries, including the least developed countries, small island developing States and countries with economies in transition. Governments requiring funding are invited to specifically request financing in their letters of nomination. Funds currently available are limited and nominations will be considered based on the availability of funds. The decision as to which of the nominated experts should receive financing will be based on the direct involvement and expertise of the experts, on the principle of equitable geographical and gender representation, and on the needs of beneficiaries, in particular the least developed countries.

Nominations with requests for financing should be sent no later than Wednesday, 23 August 2017, to the Science, Technology and Information and Communications Technology Branch, Palais des Nations, CH-1211 Geneva 10; tel: 41 22 917 5596; email: ict4d@unctad.org. Nominations should be accompanied by the following information about each nominee:

- (a) Curriculum vitae
- (b) Postal and email addresses
- (c) Telephone and fax numbers
- (d) Name of contact person at respective permanent mission in Geneva

Once the list of experts to receive financial assistance has been finalized, all travel arrangements will be made in accordance with United Nations rules and regulations, that is the use of the least costly fare will be applied.

Logistics

Before entering the Palais des Nations, participants are requested to collect their badges at the United Nations Security Service, Pregny Gate entrance, 14 avenue de la Paix. The Security Service is open from 8 a.m. to 5 p.m. Because of the security measures in force, participants are strongly advised to arrive before 9 a.m. in order to complete entry procedures in good time and proceed to the meeting in Building E. Participants are requested to carry a passport or similar national identity card. Taxis are not allowed to enter the grounds of the Palais des Nations; therefore, visitors will be dropped off at the entrance gates. Furthermore, luggage may not be brought into the buildings unless the Security Service grants special clearance.

Further information and contact details

Substantive and other inquiries should be addressed to the Information and Communications Technology Analysis Section, tel: 41 22 917 55 96; email: ict4d@unctad.org.

(signed)

Mukhisa Kituyi
Secretary-General of UNCTAD

27 July 2017