



To the Ministers of Culture and the  
Ministers of Education of Member  
States and Associate members of  
UNESCO

Cc: UNESCO National Commissions  
Permanent Delegations to UNESCO

12 October 2023

**The Assistant Director-General for Culture  
The Assistant Director-General for Education**

Ref.: CLT/CPD/23/28

Your Excellencies,

On behalf of the Director-General, we have the honour to invite you to attend the UNESCO World Conference on Culture and Arts Education (UNESCO Category II Intergovernmental Meeting) from 13 to 15 February 2024 in Abu Dhabi, to be hosted by the United Arab Emirates.

In accordance with the Decision 211 EX/39 of the UNESCO Executive Board and in line with the Approved programme and budget 2022-2025 (41 C/5), the World Conference is tasked with adopting a UNESCO Framework for Culture and Arts Education to support Member States in the effective integration and implementation of culture and arts education in relevant policies, strategies, and programmes at the national level.

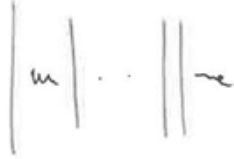
The drafting of the Framework has been a consultative process with Member States that started in March 2022. Preceded by an intersectoral envisioning exercise, it included extensive regional consultations, a multistakeholder dialogue held at UNESCO Headquarters, and a series of thematic papers developed by independent global experts that have taken into consideration the diverse dimensions of culture, within the fast-evolving landscape of the educational and cultural sectors and the impact of the digital transformation.

Due to space limitations at the conference venue, Member States may be represented by a maximum of five (5) participants in total. We invite you to confirm your attendance as well as the composition of your delegation to the address [wccae2024@unesco.org](mailto:wccae2024@unesco.org) no later than 17 November 2023.

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An online registration link with practical information on visas, travel, transportation and accommodation will be made available during the course of November 2023 on the [official website](#) dedicated to the Conference.

Please accept, Your Excellencies, the assurances of our highest consideration.



**Ernesto Ottone R.**  
Assistant Director-General for Culture



**Stefania Giannini**  
Assistant Director-General for Education

Encl. Provisional Agenda of the World Conference on Culture and Arts Education  
Provisional Rules of Procedure

## **ANNEX I**

### **UNESCO WORLD CONFERENCE ON CULTURE AND ARTS EDUCATION (UNESCO CATEGORY II INTERGOVERNMENTAL MEETING)**

*Abu Dhabi, 13-15 February 2024*

#### **PROVISIONAL AGENDA**

1. Opening of the Meeting
2. Election of the Chairperson, Vice-Chairpersons and Rapporteurs
3. Adoption of the Agenda
4. Adoption of the Rules of Procedure
5. Presentation by UNESCO of the objectives of the Conference and the working documents
6. Presentation of the Framework for Culture and Arts Education
7. Adoption of the UNESCO Framework for Culture and Arts Education
8. Closing of the Meeting

## **ANNEX II**

### **UNESCO WORLD CONFERENCE ON CULTURE AND ARTS EDUCATION (UNESCO CATEGORY II INTERGOVERNMENTAL MEETING)**

*Abu Dhabi, 13-15 February 2024*

#### **PROVISIONAL RULES OF PROCEDURE**

##### **I. Composition of the Meeting**

###### **Article 1. Participants**

Participants are representatives of governments of Member States and Associate Members of UNESCO at ministerial level who have been invited to participate in accordance with the decision of the Executive Board of UNESCO (Decision 211 EX/39); they are entitled to vote.

###### **Article 2. Observers**

Non-Member States of UNESCO, as well as the United Nations and other organizations of the United Nations system with which UNESCO has concluded mutual representation agreements and other intergovernmental and non-governmental organizations, and other entities invited in accordance with the decision of the Executive Board of UNESCO (Decision 211 EX/39), may participate in the work of the meeting as observers without the right to vote.

##### **II. Planning of the meeting**

###### **Article 3. Elections**

The meeting elects, on one side, its President, as well as four vice-Presidents and a Rapporteur.

#### **Article 4. Subsidiary bodies**

The meeting may establish working groups of subsidiary bodies as it deems necessary for its proper conduct. Each of these bodies shall elect its own President and Rapporteur. The provisions of these Rules of Procedure shall apply mutatis mutandis to the chairmanship and the proceedings of the subsidiary bodies, unless otherwise decided by the subsidiary bodies or by the Meeting, where the Rules of Procedure so permit.

#### **Article 5. Duties of the Chairperson**

1. The Chairperson shall open and close each plenary session. He/She shall direct the discussions, ensure observance of the Rules of Procedure, accord the right to speak to the representatives, put questions to the vote and announce decisions. He/She shall rule on points of order and, subject to the present Rules, shall control the proceedings of each meeting and the maintenance of order.
2. Should the Chairperson be absent during a meeting, or any part thereof, he/she shall be replaced by one of the Vice-Chairpersons. A Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.
3. The Chairpersons of the working groups shall have the same attributions with regard to the bodies that they chair

### **III. Conduct of plenary sessions**

#### **Article 6. Public nature of meetings**

All plenary sessions shall be held in public unless decided otherwise.

#### **Article 7. Order and duration of interventions**

1. The Chairperson gives the floor to the participants in the order in which they have expressed their wish to intervene.
2. For the proper conduct of the interventions, the President may limit the speaking time of participants.
3. The President may, with the agreement of the participants, give the floor to an Observer who wishes to intervene.

#### **Article 8. Points of order**

During a discussion, any participant may raise a point of order. The Chairperson shall rule immediately on the point of order. An appeal may be made against the ruling of the Chairperson. Such appeal shall be put to the vote immediately.

## **Article 9. Adjournment and closure**

Any participant, may, at any time, put forward a proposal for the adjournment or closure of the debate or of the meeting. Such motions shall immediately be put to the vote in the following order:

- suspension of the meeting;
- adjournment of the meeting;
- adjournment of the debate on the question under discussion; and
- closure of the debate on the question under discussion.

## **Article 10. Working languages**

The working languages of the plenary session shall be Arabic, Chinese, English, French, Russian and Spanish.

## **Article 11. Voting**

1. Each participating Member State is entitled to one vote. Voting shall normally be by show of hands, but any participant may request a vote by roll-call. Decisions shall be taken by a simple majority of the participants present and voting. However, in all matters, the participants shall seek to reach decisions by consensus.
2. For the purposes of the present Rules, the term “participants present and voting” shall mean participants casting an affirmative or negative vote. Those who abstain from voting shall be regarded as not having voted.

## **IV. Secretariat of the meeting**

### **Article 12. Secretariat**

The Secretariat of the meeting and of its subsidiary bodies shall be ensured by UNESCO officials designated for this purpose by the Director-General.

### **Article 13. Duties of the Secretariat**

1. The Secretariat shall receive, translate and distribute documents, reports and Resolutions. It shall arrange for interpretation of interventions during the plenary session and perform all other duties necessary for the proper conduct of the meeting or of its subsidiary bodies.
2. The Secretariat shall, at any time, with the approval of the Chairperson, make oral or written statements to the meeting or its subsidiary bodies on any matter under consideration.

## **V. Amendment to the Rules of Procedure**

### **Article 14**

The present Rules may be amended by a two-thirds majority vote of the participants present and voting.