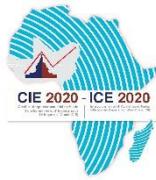




# United Nations Economic Commission for Africa



## SUB-REGIONAL OFFICE FOR WEST AFRICA

### MEETINGS OF THE TWENTY THIRD SESSION OF THE INTERGOVERNMENTAL COMMITTEE OF SENIOR OFFICIALS AND EXPERTS & THINK TANKS AND EXPERTS GROUP FROM 24 to 27 November 2020

#### INFORMATION NOTE

Dear Participants,

You have been designated to participate at the Think tanks and Experts Group Meeting that will focus on the **“Demographic dynamics for development and structural transformation in West Africa (24 to 25 November 2020), and/or at the Twenty Third Session of the Intergovernmental Committee of Senior Officials and Experts (23<sup>rd</sup> ICE) for West Africa (26 to 27 November 2020) under the theme: **“Maximizing Investments to achieve Optimum Demographic Dynamics in West Africa in COVID 19 era: The Imperative of Building Back Better”**”.**

These Meetings are organized by the Sub regional Office for West Africa of United Nations Economic Commission for Africa in collaboration the Government of Nigeria.

This note provides guidelines for the conduct of the meeting. Kindly read it carefully.

#### **DATE AND PLACE OF THE MEETING**

Due to the Covid-19 pandemic, the meetings will be held virtually, from 24 to 27 November 2020. Details on the platform and connectivity will be communicated to you on due course.

#### **ALLOWANCE**

ECA will provide a lumpsum allowance of 150 USD per day to participants to support the effective internet connection and communication to be able to have access to the two virtual meetings, coffee breaks and lunch from November 24-27, 2020.

The lump sum allowance for participants sponsored by ECA will made available to them at the UNDP Country office through financial authorizations.

## **SECRETARIAT**

The Secretariat will be virtual. The documents, in French and English, will be sent to participants by email prior to the Meetings and will also be available online.

## **CONTACTS**

### **At ECA/SRO-WA**

Please send confirmation of participation and requests for further information about the meeting to:

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And:

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### **In NIGERIA**

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