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INTEROFFICE MEMORANDUM

EXECUTIVE OFFICE OF THE SECRETARY-GENERAL  
CABINET DU SECRETAIRE GENERAL

DPA  
GAACS  
EOSG

TO: Mr. Kieran Prendergast,  
A: Under-Secretary-General for  
Political Affairs

DATE: 18 September 1997

Mr. Jin Yong Jian,  
Under-Secretary-General for  
General Assembly Affairs and Conference Services

FROM:  
DE: S. Iqbal Riza, Chef de Cabinet

A handwritten signature in black ink, appearing to read 'S. Iqbal Riza'.

SUBJECT: Analytical summaries of major political statements  
during the general debate

1. It is essential that the Secretary-General be informed in a timely manner of the points of political importance which may be made by speakers at the general debate. I would be grateful if DPA would prepare brief daily summaries highlighting only those elements or trends of major political significance which should be brought to the attention of the Secretary-General. These summaries need not reflect the interventions made by all speakers, but only those which you consider are of particular relevance. This office should receive by 10 a.m. the summary referring to interventions made the previous day.

2. The Department of General Assembly Affairs and Conference Services should please assist DPA in the preparation of these summaries by providing DPA promptly with copies of statements and, if necessary, with recordings of the meetings.

Thank you.

