

**DRAFT AGENDA FOR SECRETARIAT MEETING  
TO BE HELD AT 08h00 ON THURSDAY 19/12/91  
AT WORLD TRADE CENTRE**

1. Welcome and listing of those present
  
2. Issues for Decisions:
  - 2.1 Structure for future CODESA process
    - 2.1.1 Chairperson(s) of Management Committee
    - 2.1.2 Composition and chairing of Dagbestuur
    - 2.1.3 Chairing and/or convening of Working Groups
    - 2.1.4 Date for first meeting of Management Committee
  
  - 2.2 INTRODUCTION OF AGENDA ITEMS AT CODESA 1
    - 2.2.1 Declaration of Intent,
    - 2.2.2 Standing Rules and other agenda items at CODESA 1
    - 2.2.3 Terms of reference of Working Groups
    - 2.2.4 Way forward (including future structure)
  
  - 2.3 CLOSING SESSION OF CODESA 1
    - 2.3.1 What form should closing session at CODESA 1 take?